



**WINTER GARDEN**  
**CITY OF WINTER GARDEN**  
**DEVELOPMENT REVIEW COMMITTEE**  
**MINUTES**  
**February 2, 2022**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, February 2, 2022 in the City Hall Commission Chambers.

**Agenda Item #1: CALL TO ORDER**

Chairman/Community Development Director Steve Pash called the meeting to order at 9:32 a.m. The roll was called and a quorum was declared present.

**PRESENT**

**Voting Members:** Chairman/Community Development Director Steve Pash, City Engineer Jim Monahan, Building Official Skip Nemecek and City Engineer Consultant, Art Miller on behalf of City Manager, Jon C. Williams.

**Others:** Kelly Carson, Urban Designer; Shane Friedman, Senior Planner; Jordan Kowalchik, Planner I and Tonya Levine, Recording Secretary.

**ABSENT**

**Voting Members:** Economic Development Director Tanja Gerhartz

**APPROVAL OF MINUTES**

**Agenda Item #2:**

Approval of minutes from regular meeting held on January 19, 2022.

***Motion by City Engineer Monahan, to approve the above minutes. Seconded by Building Official Nemecek; the motion carried unanimously 4-0.***

**DRC BUSINESS**

**Agenda Item #3: Cappleman Lot Combination – LOT COMBINATION**

Gary Drive – 291  
Lawrence Cappleman Jr.

Applicant was unable to attend this meeting. This item will be tabled to the next available DRC meeting.

#### **Agenda Item #4: Oakland Park Parcel 17 – CONSTRUCTION PLANS**

Lake Brim Drive  
J&J Building, LLC

*Dave Kelly of Poulos & Bennett LLC and Jerry Miller of J&J Building LLC; representatives for the project, attended for discussion. The following items were reviewed and discussed:*

#### **ENGINEERING**

##### **2. General Requirements:**

**a. All gravity sanitary pipe and fittings shall be SDR 26.** Applicant agreed to comment.

##### **3. Sheet C3.00 – Typical Roadway Sections:**

**a. Repeat comment: The legend and notes shall be revised per City of Winter Garden standards – remove any references to the Town of Oakland and revise per City of Winter Garden requirements (i.e. 6” lime rock base and 1.5” pavement thickness, etc.). This includes private improvements (i.e. alleys) per Code.** Applicant stated that this comment was already done.

#### **PLANNING**

**19. REPEAT COMMENT: Please provide a sidewalk along the one-way road connecting to the existing sidewalks and to the amenitized stream/ditch trail.** Applicant will comply.

**f. REPEAT COMMENT: Please provide a breakdown of the tree saves / removals detailing how you are complying with the tree mitigation requirements (2-1 tree replacement of all non-invasive trees over 12” DBH required). A tree removal/preservation plan was provided, but it did not include all of the information needed. Please provide.** Applicant will comply.

##### **20. Landscape & Irrigation:**

**a. The proposed amenity area does not meet the requirements of the Preliminary Plat, which showed a sidewalk and pedestrian bridge running between lots 521-523 and the ditch. The intention was to create a frontage for these lots, since the developer insisted on orienting these homes towards the ditch and having garages facing Tilden Oaks Trail. Please revise.** Planner advised applicant to create a community recreational amenity.

**21. REPEAT COMMENT: As noted in the Environmental Assessment, the construction activities for this phase will need to be permitted by USFWS because the site is within 660 feet of an active bald eagles nest. Please provide status of this permit.** Applicant understood comment and will comply.

***Motion by City Engineer Monahan to have the application revise and resubmit the site plan for staff review only. Building Official Nemecek, seconded; the motion carried unanimously 4-0.***

#### **Agenda Item #5: Daniels Road Business Park – PRELIMINARY PLAT**

Daniels Road - 1200

*Dan Hayes of CPC Engineering and Kelly Froelich of Daniels 4 Partners; representatives for the project, attended for discussion. The following items were reviewed and discussed:*

#### **ENGINEERING**

4. **The submitted preliminary plat only shows one lot. The southern future development lot shall be shown as Lot 2 to prevent a future lot split.** Applicant stated this will be one lot and acknowledged that no lot splits will be allowed in the future.
13. **Permit from SJRWMD for storm water is required. Permits or exemptions shall also be required from Orange County, and FDEP for water and sewer and FDEP NPDES NOI as may be applicable.** Applicants are pursuing these permits. City Staff affirmed that Orange County would carry over the existing permit.
15. **Streetlighting both internally and on all street frontages (Beard Road) is required pursuant to City Code – dark skies lighting is required.** Comment should state Daniels Road. Applicants will adjust.

#### **PLANNING**

20. **Please include descriptions of all proposed tracts on sheet C250 (drainage, conservation, etc.).** City Staff explained this comment further. Applicant understood.
21. **Sheet C250, note 2: Tracts A1 and A3 are not included as being dedicated in favor of the City and SJRWMD, although they are conservation tracts. Also, the City and SJRWMD shall have the right (but not the obligation) to access and maintain all of these tracts, and the City shall have the right to enforce all restrictions associated with the conservation tracts.** Applicants left out this comment as these tracts are wetlands. City maintains that these tracts should be platted as noted in this comment (21).
22. **Are the two phases shown as one lot or two? There is a dividing parcel line shown but nothing labeled Lot 2. Also, that dividing parcel line is bisecting proposed tracts, which is confusing. Is this the existing lot line? Please advise.** City Staff confirmed this comment is the same as Engineering Comment #4. The line was a mistake and will be removed.
23. **Tracts B and C are both drainage (pond) tracts and are contiguous. Why are they separate tracts?** Applicant agreed to leave as is.

***Motion by City Engineer Monahan to have the application revise and resubmit the site plan for a full DRC review cycle. Building Official Nemecek, seconded; the motion carried unanimously 4-0.***

#### **ADJOURNMENT**

There being no more business to discuss, the meeting was adjourned at 9:47 a.m. by Chairman/Community Development Director Steve Pash.

ATTEST:

APPROVED:

/S/

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*DRC Recording Secretary, Tonya Levine*

/S/

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*Chairman, Steve Pash*

**DISCUSSION ITEM ONLY**

**Agenda Item #6: 925 W. Story Road & 538 Blankenship Lane – PROJECT FEASIBILITY**

Story Road w – 925 & Blankenship Lane - 538

Jim Passilla

*Jim Passilla and Dan Hayes of CPC Engineering; representative for the project, attended for discussion only.*