



**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
August 31, 2022**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, August 31, 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 9:33 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 Engineering Consultant Art Miller on behalf of City Manager, Jon C. Williams.

Others: City Attorney Dan Langley, Senior Engineer Rob Heaviside, Urban Designer Kelly Carson, Senior Planner Shane Friedman and Recording Secretary Ellen King.

ABSENT

Voting Members: City Manager Jon C. Williams and Economic Development Director Tanja Gerhartz

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on August 17, 2022.

Motion by Building Official Nemecek, to approve the above minutes. Seconded by City Engineering Consultant Miller; the motion carried unanimously 4-0.

DRC BUSINESS

Agenda Item #3: Westside Station - SITE PLAN

Colonial Drive W - 12623

A Civil Design Group LLC

Richard Matassa of A Civil Design Group LLCG; Darand Williams of Exchange Place; Sharon Williams of Exchange Place; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

14. **All dumpsters shall be enclosed and shall provide 12' minimum inside clearance (each way inside of bollards and gate hardware). Determination of specific solid waste collection requirements shall be made by the Public Services Solid Waste Division (dumpster location will require backing into future road).** Discussion took place with Planning and Engineering departments and the result was that Engineering is okay with it and the submitted plans will remain as is.
15. **Permits, modifications from SJRWMD (ERP modification), FDOT, and FDEP (water, wastewater and NPDES) are required prior to site plan approval.** SJRWMD Permit is done, water taps and connections are done, entrance off DOT are the same. Nothing changing outside the property they own. SJRWMD ERP was sent in to staff. Engineering is okay with it.

PLANNING

19. **Architecture:**
 - a. **On the south elevation of Building A (facing W State Road 50), please include an additional column on the west side to make this elevation look more like a frontage elevation and less like a side elevation.** Applicant will add a column on the South side of Building A.
 - b. **The east elevation of Building C shall have additional façade features as it is fronting on a road.** Applicant will do the same that's on the south side and do the same on the north side.
20. **REPEAT COMMENT: Vehicular and pedestrian cross access must be provided to the property to the west.** Staff noted this is a code requirement for cross access to future developments. Applicant will comply.
21. **REPEAT COMMENTS: Dumpster enclosure:**
 - b. **The side and rear of the dumpster enclosure (north and west) require treatment in addition to the proposed fig vine, pursuant to 118-1529 (b): In addition to the masonry enclosure, storage and dumpster/solid waste areas shall be treated with a 24-inch high planted hedge that shall reach 36"—42" height and 90 percent opacity within one year.** Applicants will comply.
22. **REPEAT COMMENT: Please review Ch. 118, Article X, Division 4 for lighting requirements and maximum foot candles allowed. Current plans are higher than allowable. Please revise for dark skies compliancy.** Applicants will need to submit a revised plan.

STANDARD GENERAL CONDITIONS

27. **Fencing, if proposed, shall meet all City requirements for height, type, etc. Chain link fencing, if approved, shall be vinyl coated per Code.** Applicant explain types of fencing for this project; small decorative wood fence around a patio, safety fence around DOT pond and the chain link fence that's there to remain if in good condition or they will repair or replace it.

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

Agenda Item #4: Beazer Windham Park - PLANNED UNIT DEVELOPMENT

Avalon Road – 1265 & 1271

Beazer Homes

Michael Miller of England-Thims & Miller, Inc; Doug Kelly of England-Thims & Miller, Inc; Chris Wooham of England-Thims & Miller, Inc; Kelli Tolocha of Beazer Homes; Marco Bisi of Beazer Homes; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

3. General Requirements:

- f. All utilities shall be underground pursuant to Code (Sec. 18-33) including electrical power, cable, telephone, etc.** Discussion was held by staff and developer. A preliminary layout can be submitted to staff.

PLANNING

19. A Community Meeting is required. Staff will work with applicant to this schedule meeting.

20. Please provide your traffic study methodology. A full traffic study is required after the methodology is accepted by the City's Traffic Engineer. A full traffic study methodology is required during this stage of project.

21. Architecture:

- b. All elevations should have additional articulation to break up large blank facades.**

Staff stated that applicants will need to provide full color elevations for side and rear of building. Staff explain architectural details need to be at the same level as the front, i.e., window treatment, something framed out a little.

- d. Porches shall be min. 8' deep.** Staff noted that all porches are required to be 8' deep.

22. Recreation: Please provide more information about proposed recreation areas.

- a. The recreation program proposed (two shade structures) is insufficient for a development of this size, especially with no other outdoor space available to residents. Please provide additional recreational amenities. The Architect requested some amenities the city would accept as active recreation?** Staff offered suggestions for amenities for active recreation but it will be up to the developer to propose options such as trails, tot lot, pool, etc.

24. For units situated along external rights-of-way (Avalon Road and Rolling Rock Way), please provide sidewalk connections from the internal sidewalks to the street sidewalks. There doesn't need to be one per unit, but more than what is proposed.

Developer will provide one stub out per building within this development along the road ways.

25. The side of unit 21 and a dead-end alley will be situated directly adjacent to Avalon Road. Please provide more information about how this will be addressed aesthetically (wrap-around porches, façade features, decorative knee walls, etc.). These details are required during this phase along with the elevations.

26. Environmental:

a. Your Environmental Assessment indicated a number of active gopher tortoise burrows on site, and recommended a 100% gopher tortoise survey. Please provide this for review and indicate how you will address the issue on site per FFWCC requirements. Staff noted that it will be submitted during the Site Plan submittal.

27. Trees and Landscape:

a. You are proposing to remove a staggering number of oaks on site. Per your calculations, you are required to replace these trees with over 700 new trees on site. You are proposing 239 trees for replacement, however the actual number is far less than that because you cannot mitigate an oak with an understory tree or a palm. Applicants inquired about the tree fund cost? City staff stated that if applicants are not to mitigate on the site, they would need to provide a mitigation cost. Staff will review with applicants during a side bar meeting.

b. The site does not provide enough tree canopy coverage in terms of open spaces, buffers, or along roads. Note: palms are not considered canopy trees. The developer will adjust in the revised submittal.

c. How is the property going to be screened from the commercial property to the north? Will a fence or wall be provided? Discussion was held. Developer explained what they are proposing and city staff stated that applicants will need to refer to the city code and apply this requirement to the buffer area. Applicants acknowledged and will review.

d. Wetland buffers are required to be vegetated with native plant species. Please provide this information. City staff explained if applicant are planning to leaving 25' buffer and not disturbing the area then staff is good with that. If this area become disturbed, then this note would apply. Applicants will need to provide this notation on their revised plans.

Motion by City Engineer Monahan to have the application revise and resubmit the Planned Unit Development for another full DRC review cycle. Building Official Nemecek, seconded; the motion carried unanimously 4-0.

Agenda Item #5: Lotts Concrete Entrance Road Improvements - SITE PLAN

Hennis Road - 429

Lott's Concrete Products Inc.

Rick Higgins of Lott's Concrete Products Inc.; representative for the project, attended for

discussion. The following items were reviewed and discussed:

The representative acknowledged receipt of staff report and did not have any questions regarding this project. He stated the revision for the concrete washout pad has been submitted.

Motion by City Engineer Monahan to approve the site plan as shown. City Engineering Consultant Miller, seconded; the motion carried unanimously 4-0.

**Agenda Item #6: Sweet Fish Media - PLANNED COMMERCIAL DEVELOPMENT REZONING
Orange West Blvd - 1123**

CivilCorp Engineering, Inc.

Paul Medley of PNM Architecture; Jeff Dyal of Newcastle Construction; James Carbury of Sweet Fish Media; and Edwin Gverrevo of Civil Corp Engineering; representative for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING

- 7. Site lighting will be required as well as street lighting on all street frontages if not existing; all lighting shall meet dark skies requirements per City Code. A photometric plan has been provided for Planning Department review – final site plan requirement.***

West Orange Boulevard is a private road and the owners would need to maintain this road for life. City staff stated that if there are no street lighting at this time, this would be required by the developer. There is currently not a city agreement for this road. Orange West Utilities currently owns this property and the mobile home park behind to the south. Staff can get the contact information to the developer.

PLANNING COMMENTS

- 18. A community meeting will be required.*** Staff will work with applicants to schedule this meeting.
- 19. Repeat comment: Four-sided color elevations of all proposed buildings will be required. If the elevations have not been finalized, the applicant can provide an exhibit with design examples and requirements for future development.*** Applicants will need to set up design guidelines/parameters and send over to the planner for this project. The guidelines will be details within the Zoning Ordinance.
- 20. Repeat comment: This Planned Commercial Development (PCD) rezoning will require a site plan. The site plan will become an exhibit of the PCD Ordinance. The PCD site plan will be reviewed for compliance with all development regulations including, but not limited to, setbacks, impervious surface maximums, parking, ingress/egress, circulation, landscape and buffering, utility and public service infrastructure, stormwater, fire safety, architectural design, lighting, signage, transportation impacts, and conformance to all other City standards, specifications, and Code of Ordinances.*** City staff stated they will need site data tables on the plans and maximums will need to be listed within the ordinance. Applicants will comply
- 21. Repeat comment: The PCD must establish allowable uses. In the site plan please list***

proposed allowable uses. This includes uses such as the proposed “sleeper rooms” in the future addition. Add this to the Site Data table on the site plan.

23. The tree survey shows a deficit of 121 replacement trees in the mitigation plan. The applicant will be required to provide a cost estimate for the replacement trees that will be donated to the City’s tree fund. This will become a PCD Ordinance condition of approval and will be required to be paid prior to any building permit approvals.

Applicants understood.

24. Repeat comment: A dumpster detail is required. All storage or dumpster/solid waste areas shall be designed with a six-foot masonry wall. The wall shall be of a decorative “split face” concrete masonry, “Norman” brick or standard concrete masonry clad with painted stucco or other masonry veneer. The wall shall include a continuous cap feature and closing gate – Code Sec. 118-1529. - Storage areas and site utilities.

Staff stated a 12’ clearance inside the dumpster is required per code and these details are on the City website under Engineering Standard Details. Planning department also has additional requirements related to the look and style of the dumpster.

25. Please review memo dated August 25, 2022, for all TIA review comments. Applicants will need to review this memo.

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

Agenda Item #7: 1439 Markel Drive – LOT SPLIT

Markel Drive - 1439

Clifford Walker

This item was removed from the Agenda. A motion was made for “staff review Only” during the August 18, 2021 DRC meeting.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 10:10 a.m. by Chairman/Community Development Director Steve Pash.

ATTEST:

APPROVED:

/S/

DRC Recording Secretary, Ellen King

/S/

Chairman, Steve Pash

DISCUSSION ITEM ONLY

Agenda Item #8: Plant Street Market / Crooked Can Expansion – PROJECT FEASIBILITY

Plant Street W – 426

Crooked Can Brewing Company

Representatives for the project were not in attendance for this project. This item was tabled.

Agenda Item #9: 733 S Main St Office – PROJECT FEASIBILITY

Main Street S = 733

The Sheehan Firm, P.C.

This project was postponed until a later date.

Agenda Item #10: Burger King #2917 Redevelopment - PROJECT FEASIBILITY

Colonial Drive W – 13500

QDI Construction Inc.

Robin Kendall of QDI Construction Inc.; representative for the project, attended for discussion.