



**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
August 5, 2020**

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, August 5, 2020 in the City Hall Commission Chambers.

Agenda Item #1: CALL TO ORDER

Chairman/Community Development Director Steve Pash called the meeting to order at 9:30 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 Assistant City Manager for Public Services Jon Williams.

Others: Assistant City Attorney Dan Langley, Senior Engineer Rob Heaviside, Urban Designer Kelly Carson, Senior Planner Shane Friedman, IT Director Chad Morrill, Senior Systems Administrator David Livingston and Customer Service Representative Edlyn Gonzalez.

ABSENT

Voting Members: Economic Development Director Tanja Gerhartz

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on July 22, 2020.

Motion by Assistant City Manager for Public Services Williams to approve the above minutes. Seconded by Building Official Nemecek; the motion carried unanimously 3-0. (Voting member Monahan, City Engineer not present at this time)

DRC BUSINESS

Agenda Item #3: UCP Winter Garden – Site Plan Approval

Winter Garden Vineland Road – 1441

3. **HDPE pipe is being specified; Thermoplastic pipe shall meet all City material and installation requirements as specified in the City's Standards & Specifications including Class I bedding, HP polypropylene pipe (not HDPE or ADS N12), laser profiling, installation per ASTM D2321 (show trench/bedding detail), etc. (see under on-line forms on website).** Applicant advised that this was an overlook on the submittal and that this will be changed to RCP.
4. **Public Services Solid Waste Division shall approve dumpster location/alignment. Provide an AutoTurn plot for a front load truck with no back-up required to service the dumpster (rear load shown). All dumpsters shall be enclosed and shall provide 12' minimum inside clearance (each way inside of bollards and gate hardware). The trash enclosure detail provided will also be reviewed by the Planning Division.** Applicant understands that changes will be necessary to provide an auto turn for a front load truck to service the dumpster.
6. **Sheet C400 – Utility Plan:**
 - c. **Show size of grease trap and necessary cleanouts. Grease trap for building sanitary connection shall be reviewed and approved by the Building Department.**
Applicant will include the grease trap details on the resubmittal.
10. **On-site lighting and along street frontages will be required pursuant to City Code, meeting dark skies requirements; Provide a photometric plan for Planning Department review. Lighting fixtures shall be uniform for the entire shopping center.** A photometric plan is to be resubmitted.
11. **Landscape or other improvements (walls, signs, etc.) shall not encroach into the required sight distance pursuant to FDOT requirements. The Design Engineer shall provide sight triangles on final, signed & sealed construction drawings.** Applicant received clarification on the sight triangles requirement.
13. **Permits, modifications, or exemptions shall be provided from SJRWMD & FDOT for stormwater and FDEP for water, wastewater and NPDES NOI.** Applicant confirmed with City Staff that a permit will not be necessary; therefore, an exemption letter will not be required and NOI may be provided at the pre-construction meeting.
14. **FDOT driveway permit is required (i.e. e-mail response or letter from FDOT confirming right-out only on main drive is approved).** Applicant will obtain a clearance notice from FDOT.

PLANNING COMMENTS

20. **Sheet A-1: There is a large/blank area on the front elevations facing the right-of-way. This should be broken up by some type of architectural feature. Preferably some type of glazing.** Applicant understands and will consider different options internally.

Motion by City Engineer Monahan to have the applicants revise and resubmit the Site Plan for staff review only. Assistant City Manager for Public Services Williams, seconded; the motion carried unanimously 4-0.

Agenda Item #5: Solomon's Auto Body – Planned Commercial Development Rezoning

Colonial Drive W – 14451

Elite Capital

John Nehmatallah and Quan Lam; applicants for the project were in attendance for discussion. The following items were reviewed and discussed:

ENGINEERING COMMENTS

8. **Utilities: There is an existing 12” sanitary force main on the north side of SR 50 – a private lift station will be required for the site as shown. There is an existing 12” water main on the south side of SR 50, with an 8” stubbed out to the north side. See as-built for SR 50 utilities forwarded previously. Final plans shall show all Phase I & II meters for potable water and irrigation as the basis of impact fee payment due at the time of the Phase I permitting.** Applicant has asked for a copy to reference.

PLANNING COMMENTS

22. **Sec. 118-1387. - Location of off-street parking spaces.**
(g) Each parking space shall be a minimum of 180 square feet, with minimum dimensions of nine feet by 20 feet.
Note: Vehicular overhang. When landscape areas are curbed and a raised curb is used for a wheel stop for head-in parking, the 20-foot dimension of the nine-foot by 20-foot parking space requirement may be reduced to 18 feet.
A separate meeting will be scheduled to discuss parking details.
25. **Elevations: The color renderings do not match the elevations in the Site Plan.** A separate meeting will be scheduled to discuss elevation details.
30. **Repeat comment: Per City code, Sec. 118-1451. – Walkways, pedestrian connections and pedestrian circulation.**
a. Bike rack, bench and trash receptacle should be at the main entrance. Please revise. More than one bike rack will be necessary and this detail will be further discussed during the separate elevation meeting to be scheduled.
35. **A traffic study will be required. A traffic study methodology must be submitted and approved by staff prior to the submittal of the traffic study.** Applicant confirmed that a full traffic study is required due to the additional uses for this development.

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

Agenda Item #6: Car VIPS Orlando LLC – Special Exception

Colonial Drive W – 12822
YNS LLC

Applicant for the project was not in attendance for discussion.

Motion by Chairman/Community Development Director Pash to have this item rescheduled for the following DRC meeting. City Engineer Monahan, seconded; the motion carried unanimously 4-0.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 10:05 a.m. by Chairman/Community Development Director Steve Pash.

APPROVED:

ATTEST:

/S/

Chairman, Steve Pash

/S/

DRC Recording Secretary, Edlyn Gonzalez