CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
JULY 1, 2026

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, July 1, 2026 in the City Hall Commission Chambers.

Agenda Item #1: CALL TO ORDER
Chairperson/Planning Director Kelly Carson called the meeting to order at 9:33 a.m. The roll was called and a quorum was declared present.

PRESENT
Voting Members: Chairperson/Planning Director Kelly Carson, Building Official Jimmy Appoloney, Economic Development Director Marc Hutchinson, City Engineer Jim Monahan and Assistant City Manager for Public Services Steve Pash.

Others: Art Miller, City Engineering Consultant; Shane Friedman, Planning Supervisor; Yvonne Conatser, Senior Planner; Amber McDonald, Planner II and Ellen King, Recording Secretary.

APPROVAL OF MINUTES
Agenda Item #2.A:

Approval of minutes from regular meeting held on June 17, 2026.

Motion by Assistant City Manager for Public Services Pash, to approve the above minutes. Seconded by Building Official Appoloney; the motion carried unanimously 5-0.

DRC BUSINESS
Agenda Item #3.A: Basketball Academy - SITE PLAN
Marcel Drive – 1680
Interplan LLC

Rissa Torgersen of Interplan LLC; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING COMMENTS

11. ***Permit modification shall be provided from SJRWMD for stormwater and FDEP for water, wastewater and NPDES NOI. Drainage shall comply with the overall***

development design. City staff inquired about the status of the SJRWMD Permit. The Applicant stated it was still under review and waiting to hear back from SJRWMD.

PLANNING COMMENTS

20. ***All major site plans require a community meeting. This will be held in the City Commission chambers at City Hall and will be coordinated by staff***. Applicant inquired about the timing of the Community Meeting? The planner will coordinate the date with the applicant. Applicant understood.

> ***Motion by City Engineer Monahan to approve the Site Plan as shown, subject to a Community Meeting being held and staff conditions in the June 26, 2026 DRC Memorandum. Building Official Appoloney, seconded; the motion carried unanimously 5-0.***

Agenda Item #3.B: Bay Street Small Bay - PCD REZONING

Bay Street E - 118 and 80 2nd Street
Suddeth Civil, LLC

Lucas Graham and Clark Stranahan of C4 Architecture and Tyler Suddeth, PE of Suddeth Civil, LLC; representatives for the project, attended for discussion with Tyle Suddeth via conference call. The following items were reviewed and discussed:

Applicants inquired if city staff were comfortable with the list of proposed uses they had provided with their latest submittal. City staff needed to review further and may add some prohibited uses and usually these are done during the draft of the rezoning ordinance. Applicants understood.

PLANNING COMMENTS

21. ***Staff is in receipt of the Architectural Review and Historic Preservation Board (ARHPB) application. The project will have to receive approval for the building elevations from the ARHB prior to any PCD Rezoning and Site Plan Approval. Staff are concerned about the proposed building elevations. Staff will coordinate a meeting with the applicant to discuss the elevations in more detail.*** City staff will schedule this meeting with the application's Architect to discuss these concerns prior to scheduling this item before the ARHPB. Applicants understood.

> ***Motion by City Engineer Monahan to have the applicant revise and resubmit the Planned Commercial Development for Staff Review only and pending the Architectural Review and Historic Preservation Board Application meeting. Building Official Appoloney, seconded; the motion carried unanimously 5-0.***

Agenda Item #3.C: Bay Street Small Bay - SITE PLAN

Bay Street E - 118 and 80 2nd Street
Suddeth Civil, LLC

Lucas Graham and Clark Stranahan of C4 Architecture and Tyler Suddeth, PE of Suddeth Civil, LLC; representatives for the project, attended for discussion with Tyle Suddeth via conference call. The following items were reviewed and discussed:

ENGINEERING COMMENTS

4. ***Sheet C5.0 – Paving, Grading & Drainage Plan:***
   a. ***Informational: Maximum impervious surface for C-2 zoning is 70% but must be supported by the St. Johns River Water Management District permit. SJRWMD permit or modification will be required.*** City staff noted the St Johns River Water Management Permit will be needed. Applicants understood.
5. ***Sheet C6.0 – Utility Plan:***
   a. ***All water & irrigation meters shall be located within the right-of-way or within a recorded utility easement. Separate irrigation meter(s) required as shown.*** Applicants understood.
6. ***All utilities shall conform to Chapter 78 of the City Code. Impact fees will be required for any utility connections and shall be paid prior to issuance of building permit and City execution of FDEP permit applications. The site shall be served by City water, sewer and reuse. All utilities required for the development shall be run to the site at the Developer's expense, including potable water, reclaimed water and sanitary sewer. 100% of all required water, irrigation and sewer impact fees shall be paid prior to City execution of FDEP permits and issuance of site or building permits.***
   Based on the plans ten ¾" potable water meters and one 1" irrigation meter are proposed. Based on the above, the utility impact fees are as follows (please verify):
   Applicants understood.

¾" Potable water meter	10 ea. @ $1,343.00	=	$13,430.00
Wastewater for ¾" meter	10 ea. @ $5,843.00	=	$58,430.00
1" Irrigation meter	1 ea. @ $6,713.00	=	$6,713.00
	TOTAL	=	**$78,573.00**

(does not include connection/installation fee)

13. ***Streetlighting both internally and on all street frontages (if not existing) is required pursuant to City Code – dark skies lighting is required. A photometric plan shall be provided for review by Planning Department.*** Applicants understood.

PLANNING COMMENTS

14. ***Repeat comment: A photometric plan for site lighting will be required. Site must comply with City Code dark skies requirements - Code Section 118-1536(k).*** Same as Item #13 above.

Motion by City Engineer Monahan to have the applicant revise and resubmit the Site Plan for staff review only. Assistant City Manager for Public Services Pash seconded; the motion carried unanimously 5-0.

<u>Agenda Item #3.D: Smith Street Industrial Warehouse - SITE PLAN</u>
Smith Street E - 217 and 101 2nd Street
Suddeth Civil, LLC

Lucas Graham and Clark Stranahan of C4 Architecture and Tyler Suddeth, PE of Suddeth Civil, LLC; representatives for the project, attended for discussion with Tyle Suddeth via conference call. Applicants did not have any questions about these comments. The following items were discussed:

City staff stated the Site Plan for this project is ready for the Applicants to submit the Variance Application and Lot Combination Application and suggested scheduling the Community Meeting ahead of these other two project submittals. City staff will coordinate scheduling the Community Meeting. Applicants understood.

Motion by City Engineer Monahan to have the applicant revise and resubmit the Site Plan for staff review only. Building Official Appoloney, seconded; the motion carried unanimously 5-0.

<u>Agenda Item #3.E: Orlando Orthopaedic Center at Winter Garden - SITE PLAN</u>
Colonial Drive W – 12152
Mitch Collins, P.E., Inc.

Nathan Wallace of Interstruct Inc. and Mitch Collins of Mitch Collins, PE, Inc; representatives for the project, attended for discussion. The following items were reviewed and discussed:

<u>PLANNING COMMENTS</u>

12. ***<u>Staff notes the applicant plans to use the south entrance as the primary customer entrance. However, the north elevation must meet Section 118-1441 (a). and present as the primary façade and entrance along State Road 50.</u>***
    a. ***<u>Please revise the site plan to provide a sidewalk connection to the north entrance.</u>*** Applicants explained they plan to go straight north from SR 50 to the front door. Discussion was held regarding sidewalk connections. City staff agreed with the two proposed sidewalk connections from the SR 50 sidewalk to the building. Applicants understood.
13. ***<u>Please provide native wetland plants and/or upland plants to the planted buffer instead of sod along the "wetland cut" area of the retention pond. The area is being significantly impacted by the retention pond and should be planted appropriately.</u>*** Applicants questioned if the wetland plantings would be required to continue into the pond. City staff stated no, applicants would not need to continue into the pond and the city code requires a 25 foot buffer area edge to the existing pond with a wetland planting scheme with native plants, wetland plants, and upland plants. Staff also stated the Applicants could use a typical wetland planting call out section on the plans for a cleaner look. Applicants understood.

STANDARD GENERAL CONDITIONS

21. ***Approval by the DRC and City Commission (site plan) will be required prior to issuance of site or building permit(s).*** City staff explained the process. Applicant understood.

Motion by City Engineer Monahan to have the applicant revise and resubmit the Site Plan for staff review only. Building Official Appoloney, seconded; the motion carried unanimously 5-0.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 9:57 a.m. by Chairperson/Planning Director Kelly Carson.

ATTEST:

/S/

DRC Recording Secretary, Ellen King

APPROVED:

/S/

Chairperson, Kelly Carson