

WINTER GARDEN
CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
JUNE 4, 2025

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, June 4, 2025 in the City Hall Commission Chambers.

Agenda Item #1: CALL TO ORDER

Chairperson/Planning Director Kelly Carson called the meeting to order at 9:32 a.m. The roll was called and a quorum was declared present.

PRESENT

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

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

APPROVAL OF MINUTES

Agenda Item #2:

Approval of minutes from regular meeting held on May 21, 2025.

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: Smith Street Industrial Warehouse – Site Plan

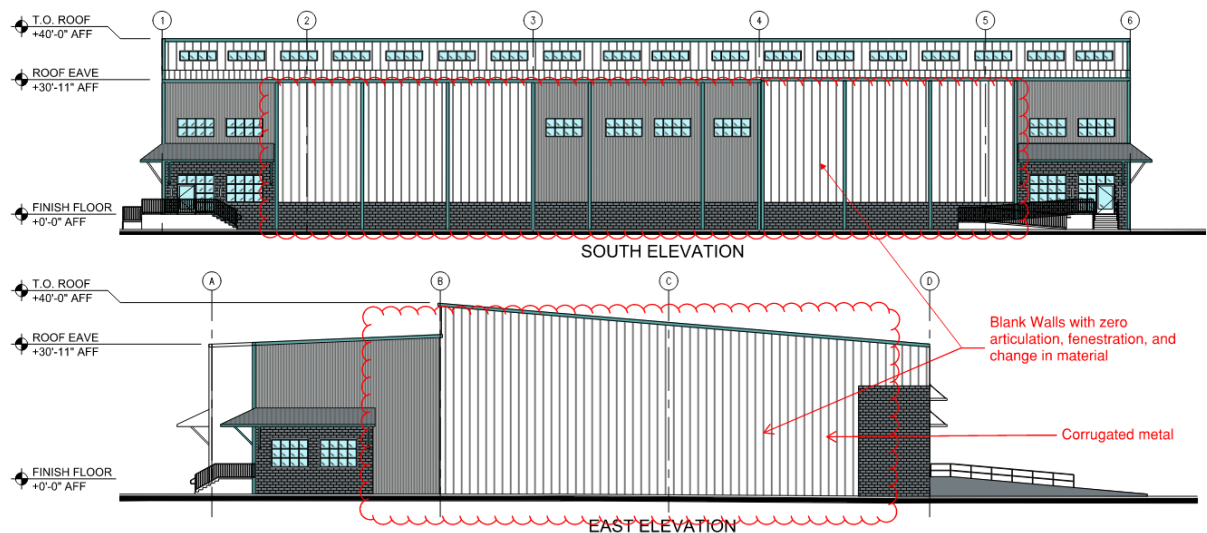
Smith Street E - 217 and 101 2nd Street
Suddeth Civil LLC

Matt Sullivan of WG Dev Group, LLC and Tyler Suddeth of Suddeth Civil LLC; representatives for the project, attended for discussion. The following items were reviewed and discussed:

PLANNING COMMENTS

19. The proposed elevations will not be supported. The applicant is requesting a variance to move the building closer to the right-of-way, and therefore closer to the commercial and residential properties across the street, however the elevations mirror the older warehouse property to the north with corrugated metal and little to no articulation or change in material. Please be aware that the building to the north was rehabilitated and dealing with existing conditions. The subject property that is currently under review is entirely new construction. New construction has a higher standard of development. Especially when the subject property is requesting a variance to move the building closer to the property line. A meeting with staff may be needed to discuss the elevations in more detail.

Discussion was held regarding softening building elevations, limited side setbacks for sidewalks, landscaping and protection of on-site trees. Applicants understood and will submit revise elevations, provide arborist report and give protection details for the trees during construction.



23. Landscaping shall adhere to the requirements of Chapter 118, Article X, Division 3. – Landscape Design Standards. Plans are required to be signed & sealed by a Landscape Architect. Irrigation plans are also required. Applicants understood.
24. Specific tree species were not provided. Please be aware, that with only ten feet provided on each side of the building for a landscape buffer, the applicant must use tree species that will grow and thrive in this space. Applicants inquired of minimum landscape width needed to plant trees? City staff stated that 10 feet is good depending on type of trees planted, and asked the location of power lines? Applicants stated power lines will go underground.
25. The applicant has provided an arborist memo that was generalized. Please provide an arborist report that speaks specifically to the three large oaks in the front of the property and that the proposed development, subsequent improvements such as the stormwater area and parking area, will not

negatively impact the trees. This should also include any preventative measures recommended by the arborist that would be undertaken. See Item #19.

27. *A tree survey will be required showing size and type of all trees over 12" DBH, etc. meeting all Code provisions. The landscape plan should include a table listing all trees to be removed, and how the proposed landscape plan will satisfy the 2-to-1 replacement requirements for all trees 12" DBH or greater. Any large live oaks should be preserved on site.* Applicants understood.
29. *Please see attached memo dated May 8, 2025, for all traffic study comments. These were provided as a package to the city traffic consultant and the review memo is in reference to all three projects. So, each staff report will contain the same memo with references to what is required for all three projects.* The Applicants understood they are required to address all items listed in the memo dated May 8, 2025.
30. *A community meeting will be required. All three Florida Paints projects will be presented at the same meeting. The applicant will be required to present their projects to the public. The meeting will be held in City Hall Commission Chambers and coordinated by Staff. This will not be scheduled until a proper traffic study has been completed and reviewed by the City traffic consultant.* City staff stated all three projects will be brought together for the community meeting. The Applicants understood.

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

Agenda Item #3.B: Bay Street Small Bay – Site Plan
Bay Street E - 118 and 80 2nd Street
Suddeth Civil LLC

Matt Sullivan of WG Dev Group, LLC and Tyler Suddeth of Suddeth Civil LLC; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING COMMENTS

4. **Sheet C4.0 – Site Plan:**
- a. **Parking shall conform to Section 118-1387.** - General comment, per City staff.

PLANNING COMMENTS

20. **Please be aware that the actual uses for this property will have to be retail and office uses. If the applicant is proposing some type of flex space, that is not consistent with C-1 or C-2 uses, the applicant will have to request to rezone the property to a PCD (Planned Commercial Development) so that uses and standards can be established.** Applicants inquired about a kitchenette, office, storage use. City staff stated currently the city does not have this type of zoning use, and suggested a

Planned Development be considered to further define the site. The Applicants understood. City staff suggested Applicants go before the Architectural Review Historic Preservation Board first with the elevations, then to Planning & Zoning Board and two readings before the City Commission.

23. **The applicant has a parking deficit of seven (7) spaces.** Applicants inquired if street parking could be allocated toward their on-site requirement? City staff confirmed.

Motion by City Engineer Monahan to have the applicant revise and resubmit the Site Plan for another full DRC review cycle. Assistant Building Official Nemecek, seconded; the motion carried unanimously 5-0.

Agenda Item #3.C: Bay Street IOS – Site Plan
Bay Street E - 326 & 300 and 79 3rd Street
Suddeth Civil LLC

Matt Sullivan of WG Dev Group, LLC and Tyler Suddeth of Suddeth Civil LLC; representatives for the project, attended for discussion. The following items were reviewed and discussed:

The Applicants stated staff comments were as such that the site plan needed further consideration, and they have a new concept plan to submit for review. City staff stated the concept is totally different and to submit new plans for city staff to give new comments. Applicants will resubmit with new concept site plan.

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

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 9:52 a.m. by Chairperson/Planning Director Kelly Carson.

ATTEST:

APPROVED:

/S/

DRC Recording Secretary, Ellen King

/S/

Chairperson, Kelly Carson

DISCUSSION ITEM ONLY

Agenda Item #4.A: Roper Road Project – Project Feasibility

Roper Road – 13036

Lozi Properties, LLC

Artur Madej of Polish and Dust LLC; the owner of record, stated he was present for staff discussion but was not prepared to bring forth project information; the developer with Lozi Properties, LLC was out of the Country. The item was tabled to a date uncertain.