

WINTER GARDEN
CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
SPECIAL SESSION MINUTES
JULY 9, 2025

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met for a Special Session on Wednesday, July 9, 2025 in the City Hall Commission Chambers.

Agenda Item #1: CALL TO ORDER

Chairperson/Planning Director Kelly Carson called the meeting to order at 11:04 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, Building Official Jimmy Appoloney and Assistant City Manager for Public Services Steve Pash.

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

Other Attendees: Antonio Gibson of Lake Apopka Natural Gas District

APPROVAL OF MINUTES

Agenda Item #2.A:

Approval of minutes from regular meeting held on July 2, 2025.

Motion by Assistant City Manager for Public Services Pash, to approve the above minutes. Seconded by Building Official Appoloney; the motion carried unanimously 4-0. (Economic Development Director Hutchinson was not yet present during this vote).

DRC BUSINESS

Agenda Item #3.A: The Ark Little Angels – SITE PLAN

Park Avenue S - 820
The Ark Little Angels

11:05 am *Economic Development Director Hutchinson arrived to meeting.*

Tremaine Bernard of The Ark Little Angels; Reginald Denmark and Wendy Reddy of Dream Construction of America Inc, and via phone conference Talmadge Paige and Ruben Munoz of Dream Construction of America Inc; representatives for the project, attended for discussion. The following items were reviewed and discussed:

ENGINEERING COMMENTS

Applicants questioned the engineering comments as a whole? City staff stated the comments are for future submittals and are standard comments for day care centers.

3. **A separate tree removal permit is required to remove any trees. Coordinate with Planning & Building Departments. No trees may be planted over or within 5 feet of any utility lines. Only sod or shrubs may be planted over utility lines.** Applicants informed city staff, there are not any trees on site. City staff stated this is a general comment. Applicants understood.
4. **Informational: Maximum impervious surface for R-2 zoning is 50% but must be supported by the St. Johns River Water Management District permit - 59% shown. SJRWMD permit or exemption will be required.** Applicants inquired about requirements if over the maximum impervious surface ratio? City staff stated the Site Plan would need to be redesigned, also a SJRWMD permit is required. Applicants understood.
9. **All dumpsters shall be enclosed and shall provide 12' minimum inside clearance (each way inside of bollards and gate hardware), and access by solid waste vehicles. Coordinate additional requirements with Public Services Department, Solid Waste Division.** Applicants inquired about moving the dumpster to a new location and discussion ensued. City staff affirmed applicants could use roll up cans as long as waste is minimal. Applicants understood.
10. **Streetlighting both internally and on all street frontages is required (if not existing) pursuant to City Code – dark skies lighting is required. A photometric plan shall be provided for review by Planning Department.** Applicants inquired about the required illumination address number in the code. City staff stated applicants will need to work with Duke Energy, if lighting is needed, and parking-lot lighting in the code is minimal lighting for safety with concern that lighting does not bleed off-site. Applicants understood.

PLANNING COMMENTS

13. **Please follow Section 118-1525 – Parking lot landscaping, of City Code. This section requires that one canopy tree per ten parking spaces be planted in the parking area. These should be placed in the parking island breaks. These trees should be a 2" cal., 12' ht. 30 gal. canopy tree.** City staff stated the parking calculations show there is sufficient parking and the applicants can reduce their parking and add landscaping. Applicants understood and confirmed they will revise this in the revision submittal to include landscaping elements.
14. **The applicant is exceeding their Impervious Surface Ratio (ISR) allowance by 9%. The R-2 zoning district only allows a maximum ISR of 50%.** Same as Item #4.

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 11:20 a.m. by Chairperson/Planning Director Kelly Carson.

ATTEST:

APPROVED:

/S/

DRC Recording Secretary, Ellen King

/S/

Chairperson, Kelly Carson