



**CITY OF WINTER GARDEN  
DEVELOPMENT REVIEW COMMITTEE  
MINUTES  
DECEMBER 17, 2025**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, December 17, 2025 in the City Hall Commission Chambers.

**Agenda Item #1: CALL TO ORDER**

Planning Supervisor Shane Friedman on behalf of Chairperson/Planning Director Kelly Carson called the meeting to order at 9:30 a.m. The roll was called and a quorum was declared present.

**PRESENT**

**Voting Members:** Planning Supervisor Shane Friedman on behalf of 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; Yvonne Conatser, Senior Planner; Amber McDonald, Planner II and Ellen King, Recording Secretary.

**ABSENT**

**Voting Members:** Chairperson/Planning Director Kelly Carson

**APPROVAL OF MINUTES**

**Agenda Item #2.A:**

Approval of minutes from regular meeting held on December 3, 2025.

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

**DRC BUSINESS**

**Agenda Item #3.A: Solomon's Auto Body – SITE PLAN**

Colonial Drive W – 14451  
Lam Civil Engineering, Inc.

Quang Lam of Lam Civil Engineering, Inc and Shazad Nesaralli of Solomon Auto Body; representatives for the project, attended for discussion. The following items were reviewed and discussed:

#### **ENGINEERING COMMENTS**

11. **A demolition permit will be required for any buildings being demolished.** Discussion was held regarding credit of road impact fees and building swap stipulations. Applicants understood.
14. **Provide irrigation plan with showing size and location of irrigation meter (also show on Utility Plan). Landscaping shall not encroach on required sight lines at intersections or driveways. Design Engineer shall provide certification that sight distance requirements are being met. All irrigation on the site shall be designed to be supplied by reclaimed water when available and shall be served by a jumper to potable water until that time.** Applicants will provide an irrigation plan with plan resubmittal.
15. **A separate tree removal permit is required to remove any trees. Coordinate with Planning & Building Departments.** City staff stated the site plan must be approved and tree mitigation paid before a tree removal permit will be approved. Applicants understood.
18. **The plan shows an underground exfiltration system for the treatment and attenuation required by SJRWMD and FDOT. The system will be monitored periodically by the City and if not functioning as designed, provisions shall be made to correct it at the Owner's expense.** City staff emphasized the owner is to fix the system if not working. Applicants understood.
19. **Streetlighting, both internally and on all street frontages (including SR 50), is required pursuant to City Code – dark skies lighting is required. Provide a photometric plan to be submitted for review by the Planning Department.** Applicants will provide a photometric plan with plan resubmittal.

#### **PLANNING COMMENTS**

22. **Please provide a detail of the proposed 6 ft tall masonry wall.** Applicants will provide a detail with plan resubmittal.
23. **Please submit a lot combination application. The properties will need to be combined prior to site plan approval. Also, please include the recorded cross access easement agreements.** Applicants requested this application and city staff will provide them with this application.
24. **Please provide color elevations for this site plan submittal. Please make sure that each building has different facade treatments and colors so that they are not identical per the ordinance.** Applicants will submit with plan resubmittal.

#### **FIRE COMMENTS**

Applicants were directed to reach out to Diana Kerrison, Fire Inspector, to discuss fire comments.

***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 9:38 a.m. by Planning Supervisor Shane Friedman on behalf of Chairperson/Planning Director Kelly Carson.

**ATTEST:**

**APPROVED:**

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***DRC Recording Secretary, Ellen King***

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***Chairperson, Kelly Carson***