

**ORMOND BEACH
SITE PLAN REVIEW COMMITTEE (SPRC) MEETING**

9:00 A.M., November 13, 2019

The SPRC Meeting commenced at 9:00 a.m. on November 13, 2019.

I. Attendance

Applicants:

Randy Hare, Property Owner
Kim Buck, P.E., Alann Engineering Group
Cole Buck, P.E., Alann Engineering Group

Staff:

Steven Spraker, Planning Director
Robin Gawel, Senior Planner
David Allen, Planning Civil Engineer
Mark Carrick, Engineering Technician
Marcella Miller, Office Manager

II. Meeting with Applicants – Scheduled Items for Review

A. Pre-application meeting - 2301 Arabian Trail – Single Family House

Mr. Steven Spraker, Planning Director, started the conversation and introductions of the City staff and applicants.

Introductions were made of the City staff and applicants.

Mr. Randy Hare, Property Owner; Kim Buck, P.E., Alann Engineering Group; and Cole Buck, P.E., Alann Engineering Group, provided the following information regarding the pre-application of 2301 Arabian Trail, single family house.

- Interest of applying for a single-family house permit.
- The property is 7 ½ acres.
- Redesigned the driveway so that it is more than 25 feet away from the wetland area, as well as the concentrated compensated storage and stormwater within the buffer area. Volusia County has accepted stormwater areas within the wetland buffer.
- The plan shows removing the ditch because it cannot be maintained, putting an inlet in at the corner, bypassing it directly, and discharging the water into the wetland. This will redirect the water on the property into the inlet, then into the wetland, making it more maintainable.
- Filling in an old irrigation pond on the property, authorized by the Florida Department of Environmental Protection (FDEP).
- Removing the pipe out front that was crushed which created flooding for neighbors, and created a manmade cut from the wetland out into the right-of-way into Arabian Trail. The area is marked to be filled and removed, and will be re-piped.
- The site accepts little water from the neighbor to the east.
- No connectivity with other neighbors surrounding.

- Plans to resubmit to DEP.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Mr. David Allen, Planning Civil Engineer; and Mr. Mark Carrick, Engineering Technician, stated the following:

- Advised of the Land Development Code includes requirements to meet Volusia County minimum wetland buffer standards and create a buffer around the wetlands, even if DEP did not require, as part of the single family house permit.
- Planning Department sees the permit, but requested the wetland delineations and survey report.
- Direction to get City staff the plan back with Volusia County's determination and approval of the pond and required minimum buffer via email or a written acceptance.
- Delivered ways for the homeowner and Engineers to meet the requirements, expressing the need for ways to demonstrate how the minimum County requirements were met.
- Stormwater report will need to meet the code.
- Need a mitigation for the wetland buffer impacts or to pull the improvements back 25 feet, unless there is a Volusia County acceptance of the stormwater area within the upland wetland buffer.
- The pipes in the inlets that come from the southeast that goes into the wetland, and the pipe that goes from the wetland to the front swale do not meet the standards for minimum size pipe code requirement which is 15 inches for a lot over 5 acres.
- The storage required shall be that volume necessary to store the difference between the 25 year storm developed condition runoff and the 25 year SCS storm existing-condition runoff.
- Regarding the required storm drainage materials, pipe used in the construction of storm drainage shall be reinforced concrete conforming to standard specifications as currently adopted by the FDOT at the time of permitting for the system.
- Any catch basins, inlets, or manholes shall be either masonry or reinforced concrete Class B, finished with cast iron frame and grating or cover, conforming to standard specifications as currently adopted by the FDOT at the time of permitting for the system.
- Storm sewer or culverts shall be a minimum size of 15 inches in diameter.
- Direction for the elevation of outer edge of the treatment swale to be higher than the top of the swale on the wetland side, which will allow the discharge to flow into the wetland.
- For stormwater calculations can do pre and post development requirements over the whole lot. 1 inch over the lot makes it more restrictive.
- Staff confirmed that the property owner can submit single-family house permit with any outside agency permit to be provided once obtained.

III. Adjournment

The meeting adjourned at 9:31 a.m.

IV. Attendance

Applicants:

Jessica Gow, Cobb Cole

Debi Lacroix, Cobb Cole

Staff:

Steven Spraker, Planning Director

Robin Gawel, Senior Planner

David Allen, Planning Civil Engineer

Marcella Miller, Office Manager

B. Pre-application Meeting - 223 Milsap Road

The SPRC meeting commenced at 9:33 a.m. Mr. Steven Spraker, Planning Director, opened the second SPRC meeting and discussion, this one for the pre-application of 223 Milsap Road.

Introductions were made of the City staff and applicants.

Ms. Jessica Gow, Cobb Cole; and Ms. Debi Lacroix, Cobb Cole, provided the following information regarding the pre-application for 223 Milsap Road.

- The applicants are Mr. and Mrs. Jeff and Luann Chandler and have the property under a one year lease.
- The applicants were cited by Code Enforcement for operating an Airbnb in a residential area.
- The interest is for the City to expand the adjacent B-7 zoning district onto their property to allow short term rentals.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; and Mr. David Allen, Planning Civil Engineer, discussed the following:

- The process would involve a land use and zoning change from Residential to Commercial.
- The neighbor's prior complaints would be considered with the application.
- The current lot is approximately 13,000 square feet, and 20,000 square feet is needed for the land use and zoning change. It does not meet the minimum lot/land requirement, and would encroach into the established residential.
- Staff expressed concern that the land use and rezoning may not be appropriate and indicated that they would not recommend approval of the application if submitted.
- The homeowners can apply if desired. It was suggested if an application is sought is to organize a neighborhood meeting as part of the process.
- If a land use and rezoning were approved, additional building and site improvements would be required for short-term rentals.
- Short-term rentals are prohibited in the City's residential zoning regulations currently. It is understood that state legislators have indicated a willingness to allow short-term

rentals, but new laws would need to be enacted, and existing regulations may be grandfathered.

V. Adjournment

The meeting adjourned at 9:44 a.m.

VI. Attendance

Applicants:

Darleen Keesee, Boot Hill

Karin Gowin, Boot Hill

Al Yeaton, Boot Hill

Jim Markin, Boot Hill

J.D. McGurk, Boot Hill

Mark Herwald, Boot Hill

Staff:

Steven Spraker, Planning Director

Becky Weedo, Senior Planner

Robin Gawel, Senior Planner

David Allen, Planning Civil Engineer

Cara Culliver, Landscape Architect

Tom Griffith, Chief Building Official

Marcella Miller, Office Manager

C. Pre-construction Meeting – 1089 N. U.S. Hwy 1 Boot Hill Improvements

The SPRC meeting commenced at 9:45 a.m. Mr. Steven Spraker, Planning Director, opened the third SPRC meeting and discussion, pre-construction of 1089 N. U.S. Highway 1, Boot Hill improvements.

Introductions were made of the City staff and applicants.

Mr. David Allen, Planning Civil Engineer, reviewed the agenda and began the discussion.

The Boot Hill owner and contractors provided the following information regarding the pre-construction for 1089 N. U.S. Highway 1, Boot Hill improvements.

- The well permit is through the County.
- Ms. Keesee will contact the contractor regarding the OSDTS permit expiring Sunday.
- Plans to dig 2 feet deep for the electric.
- It was confirmed that the sewer line is installed from the bathroom and goes to the septic. The septic drain field is complete.
- Plans to use their third paved entrance that is down past the south end of site for the construction entrance.
- Ms. Keesee will work with contractor on getting what is needed with the tank chlorination filtration system, and get a new diagram to Mr. Herwald.
- Regarding changes, the updated deck plan was uploaded.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Becky Weedo, Senior Planner; Ms. Robin Gawel, Senior Planner; Mr. David Allen, Planning Civil Engineer; Mr. Tom Griffith, Chief Building Official; and Ms. Cara Culliver, Landscape Architect, discussed the following:

- All of the permits are satisfied, with the exception of the Building Permit under early review.
- Mr. Jason Weidenmiller is the Engineering Inspector on the project.
- Notice of a submittal for an electrical permit that had plumbing on it under review.
- Direction to have their plumber dig the pipe so there is no need to dig the trench twice.
- Direction to show the schedule 40 pipe on the sheet, to comply with the requirement to meet certain setbacks with the well and drain field in regards to potable water. It should be shown including distances to show that it meets the criteria.
- Standard details for backflow are on the website.
- The waterline is required to be 2 inch schedule 40 PVC pipe.
- Must maintain 75 foot setback to the private potable well.
- It was advised that any information received back from the Health Department has to be reported to The City.
- A written tentative project schedule including a bar chart that shows the time frame to be sent to Mr. Allen is required.
- Utilities – no connections at this time.
- Regarding electric to well, advised to use an alternate power source.
- Need testing done on the well, and the cross section of the backflow preventer diagram with the waterline updated on it.
- Testing requirements:
 - All density tests are to be submitted to Mr. Weidenmiller.
 - As built requirements:
 - Submit digital copy for review.
 - Final – submit three signed and sealed paper copies, signed and sealed mylar, as well as in digital form on disc signed PDF and ACAD files.
 - Engineer certify and submit.
- Inspections/Project Process:
 - Erosion Control; silt fence required prior to construction.
 - Designation of construction entrance determination, and expanding the silt fence to prevent tracking where the truck traffic is.
 - Tree protection to be in place prior to the commencement of clearing. (3 existing trees to be protected at the dripline)
- Final Inspection Procedures:
 - 95% punch list.
 - Final inspection.
- A permit number and pin number will be assigned.
- Inspection to be scheduled online prior to 5:30 a.m. for same day inspection.
- Direction given that if there are any changes or outstanding items to make the contractors and inspectors aware, and to make sure that the revisions are reflected in the plans.
- The site work permit will be issued today or tomorrow with notification via email. It will need to be paid for then.

VII. Adjournment

The meeting adjourned at 10:36 a.m.