

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

**8:30 A.M., January 08, 2020**

The SPRC Meeting commenced at 8:30 a.m. on January 08, 2020.

**I. Attendance**

**Applicants:**

Tim Pehowsly, HGR Construction Inc.  
Roger Boos, HGR Construction Inc.  
Dana White, HGR Construction Inc.  
Mary Pehonsky, HGR Construction Inc.  
Megan Tan, HGR Construction Inc.  
Rob Spiak, Crossman Construction Inc.  
Dino du Mee, HGR Construction Inc.

**Staff:**

Steven Spraker, Planning Director  
Robin Gawel, Senior Planner  
Noel Eaton, Senior Planner  
David Allen, Planning Civil Engineer  
Jason Weidenmiller, Engineering Inspector  
Roger Smith, Utilities Engineer  
Lynn Carter, Utilities Engineer  
Tom Griffith, Chief Building Official  
Marcella Miller, Office Manager

**II. Meeting with Applicants – Scheduled Items for Review**

**A. Pre-application meeting – Trails Publix Demolition**

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

HGR Construction provided the following information regarding the pre-application process for the Trails Publix Demolition.

- Redeveloping Publix and former CVS at the Trails shopping plaza.
- The demolition is sought by way of an excavator.
- Disconnection of utilities.
- Discussion of the process to perform a store fixture count for city water and sewer impact fee credits.
- Installing temporary construction fencing.
- Prior to demolition the contractor will perform full depth replacement of asphalt and base, mill, and will be installing first layer of asphalt only. The area will open back up and the rest of the site will be fenced off for tenants parking and isolated drive aisle from construction.
- Installing temporary parking striping and will ensure there is a ‘turn-around’.

- Will ensure that any proposed underground utilities (irrigation sleeves, etc;) are installed.
- Contractor will alternatively construct north and south areas of parking lot to allow for pedestrian access to shopping center tenants.
- Phase 1 of construction to be completed during non-working hours for the dry cleaners tenant.
- Will update the plan in color to show phases if need be. Mr. Du Mee will send a sketch to Mr. Allen.
- Construction schedule will be sent to Mr. Spraker.
- Plans to let Mr. Spraker know in advance what week the concrete slab pours will take place at midnight or 1:00 am. (Letters can be sent out to the neighbors surrounding the project)
- The back road behind the shopping center by the 7-11 store will be closed off.
- Plans to hook up to a hydrant meter once the water is disconnected.
- Knox lock boxes will be put on the construction gates for security and emergency access.
- All shopping center tenants are aware of the plan.
- The fireline will be replaced with a new one.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Mr. Tom Griffith, Chief Building Official; Mr. David Allen, Planning Civil Engineer; Mr. Roger Smith, Utilities Engineer; Ms. Lynn Carter, Utilities Engineer; and Mr. Jason Weidenmiller, Engineering Inspector, stated the following:

- Electronic task through ProjectDox is outstanding and will need to be processed following the meeting at the permit counter. From there it will be sent to Public Works for utility disconnect.
- The project will involve a demolition permit, site and engineering permit and building permit. The site permit still needs a pre-construction meeting.
- Mr. Jason Weidenmiller, Engineering Inspector, will inspect, do the walk thru, and calculate the impact fees for the water and sewer.
- Once verification is complete and the construction fence is up the permit will be ready.
- Building Department requests summed up:
  - Water and sewer disconnect.
  - Electrical and power disconnect – FPL.
  - Construction fence to be installed asap.
  - Site plan permit application.
  - Fixture count for credits.
- Construction hours to be:
  - 7:00 am – 7:00 pm (exterior work week hours).
  - No work prior to 7:30 or 8:00 am on Sundays as residential is abutting.
- Mr. Weidenmiller to be onsite when the utility service is cut and he will apprise the utility department.
- Mr. Weidenmiller will visit on 1/9 for CVS and Publix fixture counts (mop sinks, toilets, drinking fountains, sinks, etc;).

- The construction fence will be on either the demolition or the site permit, whichever is issued first.

### **III. Adjournment**

The meeting adjourned at 8:55 a.m.

### **IV. Attendance**

#### **Applicants:**

Harry Newkirk, Newkirk Engineering  
Paul Holub, Holub Development  
Joe Weber, JD Weber Construction

#### **Staff:**

Steven Spraker, Planning Director  
Robin Gawel, Senior Planner  
Noel Eaton, Senior Planner  
David Allen, Planning Civil Engineer  
Roger Smith, Utilities Engineer  
Lynn Carter, Utilities Engineer  
Cara Culliver, Landscape Architect  
Marcella Miller, Office Manager

### **B. Granada Pointe Close-out**

The SPRC meeting commenced 9:00 a.m. Mr. Steven Spraker, Planning Director, opened the second SPRC meeting and discussion, this one for the close-out of Granada Pointe.

Introductions were made of the City staff and applicants.

Mr. Harry Newkirk, Newkirk Engineering; Mr. Paul Holub, Holub Development; and Mr. Joe Weber, JD Weber Construction, provided the following information regarding the Granada Pointe close-out.

- In attendance to discuss the irrigation within the medians of West Granada Boulevard. Interested in an irrigation plan design with specifics on how to reconnect the medians irrigation and install heads back in.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Mr. David Allen, Planning Civil Engineer; Ms. Cara Culliver, Landscape Architect; Mr. Roger Smith, Utilities Engineer, Ms. Lynn Carter, Utilities Engineer; and Mr. Jason Weidenmiller, Engineering Inspector, discussed the following:

- In the City's landscape project meeting there was discussion on putting the medians from Nova Road to Orchard Street on central timers, and Ms. Cara Culliver, Landscape Architect asked Mr. Paul Holub to put in a 1 inch conduit in for the irrigation wire, however re-evaluating it was decided that it was not cost effective to do so. Ms. Culliver contacted Mr. Holub last September to inform him.
- In the notes on the approved set of plans for Granada Pointe, it specified that the two medians in front of WaWa would be reconnected, irrigated and operable. Since

construction they have not been hooked back up and there are no heads, valves or irrigation currently.

- The medians were connected prior with a main line and the meter in the second median was the meter for the two medians.
- The east triangle median consists of bahia grass. In the future when there is irrigation St. Augustine grass will be put in. The other island will have shrubbery, ground cover and a medjool date palm tree.
- Mr. Roger Smith, Utilities Engineer, will locate the waterline. Once the valves are field located the need for directional bore drilling will be determined.
- All city's irrigation water sources are connected to the north main.
- The topic will be revisited.

**V. Adjournment**

The meeting adjourned at 9:45 a.m.

## **VI. Attendance**

### **Applicants:**

Parker Mynchenberg, Parker Mynchenberg & Associates  
Jeff Sweet, Attorney

### **Staff:**

Steven Spraker, Planning Director  
Robin Gawel, Senior Planner  
Noel Eaton, Senior Planner  
David Allen, Planning Civil Engineer  
Cara Culliver, Landscape Architect  
Lynn Carter, Utilities Engineer  
Marcella Miller, Office Manager

## **C. Florida Urology Expansion**

The SPRC meeting commenced at 9:45 a.m. Mr. Steven Spraker, Planning Director, opened the SPRC meeting and discussion, this one for the Florida Urology Expansion.

Introductions were made of the City staff and applicants.

Mr. Parker Mynchenberg, Parker Mynchenberg & Associates and Mr. Jeff Sweet, Attorney, provided the following information regarding the Florida Urology Expansion.

- In years past this was a multi-phase project.
- Some parking was already build in the last phase.
- Interested in moving forward with construction of the 18,000 square foot building that was approved back in 2003.
- Mr. Mynchenberg put in application in with the water management district regarding the need for nutrient loading or not. If it is needed the dry retention pond will be extra stormwater storage.
- Interested in setback information and requirements as well as the landscaping requirements along Hand Avenue.
- Plans to get a tree survey.
- The St. Johns Permit will be sent to Mr. Allen.
- Handicap parking will be put in around the parameter.
- Plans to look into the dumpsters and include on survey.
- Will utilize the upland buffer frontage on the west side.
- Utilities are stubbed out for the sewer and water to the building.
- Private lift station already there and will install a second private lift station.
- Architecture will be four sided elevations, neo-eclectic, similar to existing.
- Will do a lot line adjustment and then the city will issue a Letter of No Objection.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Mr. David Allen, Planning Civil Engineer; Ms. Lynn Carter, Utilities Engineer; and Ms. Cara Culliver, Landscape Architect discussed the following:

- 36 foot green belt buffer required on Hand Avenue which cuts into the first row of parking.
- In 2004 the building plan showed a little over 16,000 square feet.
- Since 2004 there have been amendments to the Comprehensive Plan. Due to being on a transit corridor/bus route, parking can be reduced up to 20 percent.
- Medical parking = 1 space to 200 + 5 spaces = required parking spaces.
- An island for every ten parking spaces is required.
- 5 foot plant-able area between the building and the sidewalk is required.
- 15 percent of the area will be required to set aside for tree preservation.
- One tree per every 200 square feet of area. 60 percent native shrubs and ground area, and 40 percent ornamental.
- A 6 foot sidewalk along the property is required for new projects, however this is not a new project, therefore would need a letter from Volusia County specifying if it is not required since it is their roadway. Otherwise, the sidewalk would be required along the Hand Avenue frontage of the entire project. A 6 foot driveway needed along the driveway out to the right-of-way for ADA compliancy. There is a sidewalk already along the Clyde Morris Boulevard side.
- A 6 foot landscape buffer is required on the west side.
- Utilities will do a capacity test on the private lift station. Direction to check the impervious and verify assumption.
- The ADA requirement is 2 percent.
- The elevation on all four corners is required.
- When surveys are done, direction to locate the bus stop and include an updated wetland and species report.
- Regarding photometric plan for lighting, cannot be higher than 20 feet.
- Regarding additional signage, the lot frontage determines what is required. This site would allow 2 signs due to being on a corner. If more than 246 linear feet (5 feet off of the property line) then a 64 square foot monument sign of 8 feet maximum height.
- Capacity of the lift station will be performed to show that it is the correct size.
- Direction to show attributes for the architectural style on the site and floor plans.

## **VII. Adjournment**

The meeting adjourned at 10:14 a.m.

## **VIII. Attendance**

### **Applicants:**

Alan Galy, Cambridge Group  
Jerry Hines, Cambridge Group  
James Mason, SVW  
Barbara Costa, SVW

### **Staff:**

Steven Spraker, Planning Director  
Robin Gawel, Senior Planner  
Noel Eaton, Senior Planner  
David Allen, Planning Civil Engineer  
Cara Culliver, Landscape Architect  
Tom Griffith, Chief Building Official  
Jason Weidenmiller, Engineering Inspector  
Marcella Miller, Office Manager

### **D. Pre-construction - SunTrust**

The SPRC meeting commenced at 10:30 a.m. Mr. Steven Spraker, Planning Director, opened the SPRC meeting and discussion, this one for the pre-application for SunTrust Bank.

Introductions were made of the City staff and applicants.

Mr. David Allen, Planning Civil Engineer, passed agendas around the room and led the pre-construction meeting.

The Cambridge Group provided the following information regarding the pre-construction for SunTrust Bank.

- The underground inspection is scheduled for January 13.
- Mr. Allen was given the project schedule.

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

- The Development Order has been approved.
- Permit fees have been paid and the Engineering Permit number is 19-05528. It is available on the ProjectDox website.
- Mr. Jason Weidenmiller is the project inspector for the site work and other building inspectors will be there for the vertical after it begins.
- The permits were provided.
- Regarding Building, the underground conduit is to be inspected for the electrical.
- There are no utilities involved but if conditions are discovered, direction given to get information over with 24-48 hours notice.
- Testing requirements:
  - Density tests to be submitted to Mr. Weidenmiller.

- Video all storm sewer pipe and email to Mr. Weidenmiller who will forward it to Mr. Allen.
- As built requirements:
  - Submit the preliminary as-builts digitally for review.
  - Final – submit three paper copies, mylar signed and sealed, disk of PDF and ACAD for GIS.
  - Engineer to certify and submit.
- Inspections/Project Process:
  - Erosion Control; silt fence required prior to construction.
  - Tree protection to be in place prior to the commencement of construction.
- Final Inspection Procedures:
  - 95% punch list.
  - Final inspection and walk thru.
- Schedule inspection prior to 5:30 am for same day inspection.
- An item of concern is the location of the underground electrical conduit. A location of underground electrical needs to be in the plans and on the as-builts that the city will review conduit before they back fill.
- Once the Building Permit and Site Permit are completed a Certificate of Completion will be issued.
- The date of approval on the city's plan is 05/03/19. These are the set of plans to be onsite.

## **IX. Adjournment**

The meeting adjourned at 11:00 a.m.

**X. Attendance**

**Applicants:**

Ken Gardner, Custom Lighting Efx.  
Jamie Gardner, Custom Lighting Efx.

**Staff:**

Steven Spraker, Planning Director  
Robin Gawel, Senior Planner  
Noel Eaton, Senior Planner  
Tom Griffith, Chief Building Official  
David Allen, Planning Civil Engineer  
Jason Weidenmiller, Engineering Inspector  
Marcella Miller, Office Manager

**E. 1170 N. U.S. Highway 1 Special Exception**

The SPRC meeting commenced at 11:00 a.m. Mr. Steven Spraker, Planning Director, opened the SPRC meeting and discussion, this one for the 1170 N. U.S. Highway 1 Special Exception.

Introductions were made of the City staff and applicants.

Mr. Ken Gardner and Jamie Gardner, Custom Lighting Efx., provided the following information regarding the 1170 N. U.S. Highway 1 Special Exception.

- Seeking to go through a Special Exception to establish areas for vendors during special events.
- Share Wall Road with Hawaiian Tropic.
- Ms. Gardner showed a diagram of the entry, exit, parking, including ADA parking and vendor areas.
- Vendors would switch out according to the special event occurring at that time.
- Leaving gates chained off.
- The number of vendors proposed is 12. (advised cannot go beyond the number of vendors listed in the Development Order or Code Enforcement will step in)
- There will be temporary lighting and an understanding for it to be limited to 20 feet in height. It is the area-light noted on the plan in the parking lot.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Mr. David Allen, Planning Civil Engineer; Mr. Jason Weidenmiller, Engineering Inspector; and Mr. Tom Griffith, Chief Building Official:

- Explanation that the request will need to note the ability to have food trucks, and add race weeks to the event even if not planning to use presently.
- Mr. Griffith advised the applicants that at the time of the event the food trucks will have to be inspected, get their Business Tax Receipt (BTR), and have a fire inspection done.
- It was noted that the city does not recognize the Turkey Rod Run, and Jeep Week.
- Direction given to complete the application submittal and have the site posted with signs 14 days prior to the 2/13 Planning Board meeting, which would be by 1/30. The

Planning Board will make a recommendation to the City Commission as an advisory board. As of this time it looks like the City Commission meeting will be held 3/3 just before Bike Week. (date not finalized as of this time)

- Barricade separators to be installed all the around the building on the plan.
- Direction to also specify trees on the plan as well.

**XI. Adjournment**

The meeting adjourned at 11:20 a.m.

## **XII. Attendance**

### **Applicants:**

Eros Exarhou, GoJuice  
Edward Hennessy

### **Staff:**

Steven Spraker, Planning Director  
Robin Gawel, Senior Planner  
Noel Eaton, Senior Planner  
David Allen, Planning Civil Engineer  
Cara Culliver, Landscape Architect  
Tom Griffith, Chief Building Official  
Jason Weidenmiller, Engineering Inspector  
Marcella Miller, Office Manager

## **F. Pre-construction – GoJuice**

The SPRC meeting commenced at 11:30 a.m. Mr. Steven Spraker, Planning Director, opened the SPRC meeting and discussion, this one for the pre-construction meeting for GoJuice.

Introductions were made of the City staff and applicants.

Mr. Eros Exarhou, GoJuice; and Mr. Edward Hennessy, provided the following information regarding the pre-construction for GoJuice.

- The site contractor (Mr. Banks) was unavailable to attend the pre-construction meeting and will reschedule.

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

- There are two permits involved; the site permit and the building permit. The site permit needs the construction costs, the application was already submitted. The building permit has one comment left to finalize regarding the wind exposure. It should specify the classification of wind exposure d (within 600 feet of the ocean), in place of wind exposure c (within 3000 feet of the ocean).
- Direction to complete the building permit with the site construction costs for the city to prepare the permits.
- The fence is already permitted.
- Regarding water, sewer, and an underground electrical work, when the conduit is installed, direction given not to cover it up prior to inspection.

## **XIII. Adjournment**

The meeting adjourned at 11:39 a.m.