

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

9:30 A.M., January 29, 2020

The SPRC Meeting commenced at 9:30 a.m. on January 29, 2020.

I. Attendance

Applicants:

Luke Kilic, Zev Cohen & Associates
Spencer Kershaw, Zev Cohen & Associates
Dana Smith, DJ Design Inc.

Staff:

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

II. Meeting with Applicants – Scheduled Items for Review

A. Calvary Church Kids Center Expansion, 1687 West Granada Boulevard

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

Mr. Luke Kilic, Mr. Spencer Kershaw, Zev Cohen & Associates; and Mr. Dana Smith, DJ Design Incorporated, provided the following information regarding Calvary Church.

- Interested in a canopy extension from the kids center. The canopy will extend to the front of the building for security and the porch will be extended around the glass atrium.
- Modifying to classrooms and meeting space.
- A ramp will be added for ADA compliance.
- The curb line will not be adjusted, and no plans to extend beyond the pavement.
- It will not be a covered drop-off area.
- The sidewalk will be adjusted as necessary.
- No utilities proposed.
- Plans to submit the survey.
- Demolition is in the process inside of the building.

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; and Mr. Roger Smith, Utilities Engineer, stated the following:

- Landscaping is required around the ramp on the left side, as well as a foundation planting in the terrace area.
- Mr. Allen requested numbers that show that there will be no major impact to the stormwater system. (over 1000 square feet falls under the City's stormwater)
- The Building Department processed the Building Permit yesterday, 1/28/20.

III. Adjournment

The meeting adjourned at 9:42 a.m.

IV. Attendance

Applicants:

Brian Tillman, Window World

Kim Buck, Alann Engineering

Staff:

Steven Spraker, Planning Director

Robin Gawel, Senior Planner

Noel Eaton, Senior Planner

David Allen, Planning Civil Engineer

Tom Griffith, Chief Building Official

Roger Smith, Utilities Engineer

Cara Culliver, Landscape Architect

Marcella Miller, Office Manager

B. Window World, 906 North U.S. Highway 1

The SPRC meeting commenced 11:00 a.m. Mr. Steven Spraker, Planning Director, opened the second SPRC meeting and discussion, this one for Window World.

Introductions were made of the City staff and applicants.

Mr. Tillman, Window World; and Ms. Kim Buck, Alann Engineering, provided the following information regarding Window World.

- The latest Site Plan has been submitted.
- The depressed loading area is located on the south side of the building.
- There is an overhead door for loading and unloading.
- The fence and gates have been installed for both separation and privacy between the site and the house.
- There has been communication with St. Johns Water Management District regarding the retrofit stormwater certification.
- No development is planned beyond the tree line in the back.
- The set of bars have been removed and walls are in place.
- The driveway to the south is two-way and being restriped.
- Parking is all set.
- There are plans to remove the sanitary manhole left from when the motel was there. Discussion that it could be a grease trap. A backflow test was done to determine that it is not connected to the City of Ormond Beach.
- There is a private lift station in the back forcemain. No gravity.
- The application has been completed and is ready to submit, but Ms. Buck is waiting on St. Johns Water Management District to see what is needed for the stormwater.

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. Tom Griffith, Chief Building Official; Ms. Cara Culliver, Landscape Architect; and Mr. Roger Smith, Utilities Engineer, discussed the following:

- Direction for the front buffer area and the two islands to be landscaped, as well as the left and right sides of the driveways.
- The buffer is to be brought up to code.
- Direction for Mr. Tillman to hire a landscape architect for irrigation purposes as well as for proper calculations to be configured.
- The addition to the building will need to be architecturally treated.
- Mr. Tillman was advised to look into any citations so that the Business Tax Receipt process can be completed.
- It was suggested for Mr. Tillman to look into all requests to complete the Building Permit process for the outstanding code enforcement action. He has outstanding inspections to be scheduled (uncovering recent work so that it can be inspected), as well as the corridor issue with the need for alteration to it. Completion of the inspections is needed to obtain a business tax receipt.
- Direction to submit the building and floor plans.
- There was question about the entry pattern and concern regarding the north driveway, if making it exit only to cut down on the radius on the north side.
- Direction to be sure that there is movement for a tractor trailer, and for that movement not to be by clipping the corners when maneuvering in and out of entry and exit.

V. Adjournment

The meeting adjourned at 11:25 a.m.