

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

9:00 A.M., March 11, 2020

The SPRC Meeting commenced at 9:00 a.m. on March 11, 2020.

I. Attendance

Applicants:

Absent

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

II. Meeting with Applicants – Scheduled Items for Review

A. 360 S. Yonge Street

No applicants attended the SPRC meeting.

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; and Ms. Cara Culliver, Landscape Architect, expressed the following concerns:

- The tiny home sales company is not permitted in this zoning district. The company is more so a manufacturing use which is allowed in the I-1 zoning district.
- The outdoor activity is not permitted without a Special Exception.
- The Company has no Business Tax Receipt (BTR) and is operating without a permit.
- It was determined that Ms. Eaton will send a letter to the business owner and copy Code Enforcement.

III. Adjournment

The meeting adjourned 9:20 a.m.

The SPRC Meeting commenced at 9:30 a.m. on March 11, 2020.

IV. Attendance

Applicants:

Thomas Flositz, Flositz Construction

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

V. Meeting with Applicants – Scheduled Items for Review

B. 376 Bostrom Lane

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

Mr. Thomas Flositz, Flositz Construction, provided the following information regarding 376 Bostrom Lane:

- The roll off container location is still yet to be determined.
- Plans to update site plan.

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; Mr. Roger Smith, Utilities Engineer; and Ms. Cara Culliver, Landscape Architect, stated the following:

- It was determined that there is a sewer line in the rear 15 feet into the property that has not been shown on any of the plans. It should show how to access the sewer line.
- Direction given to put in terminal landscape islands and foundation plantings per code. The minimum size for the landscape island is 160 square feet.
- The depth of the parking spaces are required to be 18 feet with a 2 foot overhang or 20 feet without the overhang.
- 11 parking spaces are required, including a 12 foot wide ADA parking space.
- It was suggested for the applicant to hire an engineer to assist with laying out the plan.
- A 5 foot access aisle and striped sidewalk are required.
- The rear landscape buffer is 6 feet. The Haynes Brother furniture driveway will need to be removed as it is encroaching on the property.
- 60 feet of the back of the property is located in the flood plain.
- It was advised that if there are no large trees on the site, to remove tree symbols shown on the plan.
- It was suggested to architecturally treat the building and door so that it does not look like a roll up warehouse garage door as an ‘office’, or can refer to it as ‘office storage’.

VI. Adjournment

The meeting adjourned 9:46 a.m.

The SPRC Meeting commenced at 10:00 a.m. on March 11, 2020.

VII. Attendance

Staff:

Steven Spraker, Planning Director
Robin Gawel, Senior Planner
Noel Eaton, Senior Planner
David Allen, Planning Civil Engineer
Tom Griffith, Chief Building Official
Mr. Roger Smith, Utilities Engineer
Cara Culliver, Landscape Architect
Shawn Finley, City Engineer
Mark Carrick, Engineering Technician
Marcella Miller, Office Manager

VIII. Meeting with Applicants – Scheduled Items for Review

C. Florence Street Parking (city capital project)

Mr. Shawn Finley, City Engineer and Mr. Mark Carrick, Engineering Technician, provided the following information regarding Florence Street improvements and parking:

- Improvements are in the works for Florence Street with converting the two-way street into a one-way street and to create on-street parking. The two concepts presented are:
 - One-way south to north with parking on the east side of the road behind the proposed Ocean Club project.
 - The pavement on Florence is not centered, so will cut the existing asphalt, restripe, and shift the roadway to the west. Asphalt will be taken from the east side of the roadway, adding 1,500 to 2,000 square feet of asphalt.
 - Benefit of the sidewalk being parallel to the Ocean Club.
 - 15 additional parking spaces, with the possibility of losing 2 or 3 to break it up and adding landscape islands in.
 - Challenge with this configuration is that the electric would be in the middle of the road so it would have to be underground.
 - One-way north to south with parking on the west side of the road.
 - The west side would have to be demoed out due to the existing driveway.
 - A sidewalk would be put in.
 - Underground electric would also be necessary in this concept.
 - 5 foot sidewalk with 4 feet of curbing.
 - 12 foot travel lane.
 - 8 feet wide parking spaces.
 - 30 foot right-of-way.
- The approximate cost for the project is being worked on.
- Interest in native plantings for the project.

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; Mr. Roger Smith, Utilities Engineer; Mr. Shawn Finley, City Engineer; Mr. Mark Carrick, Engineering Technician; and Ms. Cara Culliver, Landscape Architect, stated the following:

- There are additional Downtown funds in the amount of \$200,000.00 in property improvement grants that have not been used to date that may be able to assist in funding the street conversion if needed.
- It was determined that having the parking on the east side adjacent to the commercial properties south to north would be best. The sidewalk would be on the east side.
- It was discussed that the minimum sidewalk width is 4 feet.
- Parking spaces would be 8 in width.
- It was determined that Florence Street does not need emergency access with the accessibility of the surrounding streets.
- This topic may be presented at the May 2020 City Commission Meeting.

IX. Adjournment

The meeting adjourned 10:08 a.m.