

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

**9:00 A.M., June 03, 2020**

The SPRC Meeting commenced at 9:00 a.m. on June 03, 2020.

**I. Attendance**

**Applicants:**

Luke Kilic, Zev Cohen & Associates  
Mike Underwood, Underwood Construction  
Troy McCoy, Calvary Church  
Anderson Bunn, Calvary Church

**Staff:**

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

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

**A. Calvary Christian Church Kids Center Expansion – Pre-construction Meeting**

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

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

Mr. Luke Kilic, Zev Cohen & Associates; Mr. Mike Underwood, Underwood Construction; Mr. Troy McCoy, Calvary Church; and Mr. Anderson Bunn, Calvary Church, provided the following information regarding the pre-construction for the Calvary Christian Church Kids Center expansion:

- Mr. Underwood advised that he will complete and process the Engineer Application.
- Mr. Kilic advised that he will forward the St. John's Water Management approval to Mr. Allen.
- Plans for adding a new aluminum overhead aluminum canopy with small framed tubular columns, flatwork footing for the canopy, and a foundation wall (approximately 20-25 feet spacing) on to the Kids Center. Drawings will be submitted for it for the separate permit for the canopy.

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; Ms. Lynn Carter, Utilities Engineer; Ms. Cara Culliver, Landscape Architect; and Mr. David Allen, Planning Civil Engineer, provided the following information:

- The Development Order has been approved.
- Once the Engineering Permit Application is completed and fees are paid, the placards will be available through ProjectDox.
- The site plan drawings will be uploaded to the approved file.
- Mr. Weidenmiller is the project inspector for the site work. The building inspector will inspect the retaining wall (*steel*) footing.
  - Density tests to be submitted to Mr. Weidenmiller.
  - As built requirements:
    - Directed to submit the preliminary as-builts digitally for review through Mr. Kilic.
    - 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 demolition and construction.
  - Tree protection to be in place prior to the commencement of clearing.
- Final Inspection Procedures:
  - 95% punch list.
  - Final inspection and walk-thru.
- Direction to contact the contractors and inspectors with any changes.
- Information given to schedule inspections prior to 5:30 a.m. for same day inspections.
- Direction to send tentative project schedule to Mr. Allen.
- Ms. Culliver will do the landscaping inspection.

### **III. Adjournment**

The meeting adjourned 9:15 a.m.

The SPRC Meeting commenced at 9:30 a.m. on June 03, 2020.

**IV. Attendance**

**Applicants:**

Ken Smith, Wall-Y-World Gallery

**Staff:**

Steven Spraker, Planning Director

Robin Gawel, Senior Planner

Noel Eaton, Senior Planner

David Allen, Planning Civil Engineer

Lynn Carter, Utilities Engineer

Cara Culliver, Landscape Architect

Tom Griffith, Chief Building Official

Marcella Miller, Office Manager

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

**B. 148 Tomoka Avenue – Conversion to a Gym Use**

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

Mr. Ken Smith, Wall-Y-World Gallery, provided the following information regarding the concept for converting the storage business property at 148 Tomoka Avenue into a gym:

- Interest in converting picture frame storage and father's classic automobile storage property into a gym or personal training facility (with plans to store two antique vehicles in the garage portion).
- The 2,097 square foot property was built in 1954 and has never had an occupational license.
- Plans to put up a firewall for the three garages and is interested in keeping the circuit breakers separate and would also like separate meters. No water plan changes.
- The shower in the building may not be used or required at all and can be converted into a janitor closet.

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; Ms. Lynn Carter, Utilities Engineer; Ms. Cara Culliver, Landscape Architect; and Mr. David Allen, Planning Civil Engineer, provided the following information:

- It was determined that the gym or personal training facility is a permitted use.
- The building code occupant load was incorrect on the plan sheet provided and the correction may have additional building plan review changes.
- It was discussed that the architect will need to review and may need to construct a second exit. (To be determined once the occupant load is calculated for exercise room)
- The parking calculation is (10) 9 feet by 20 feet parking spaces, with one of them being handicapped parking. The ADA Code for the handicapped space is 2 percent

cross slope, 5 percent longitude slope, and is required to be striped from the parking space to the entrance of the building.

- It was determined that due to no plans to add any square footage, that only a 10 foot front landscape buffer is required. The 10 foot buffer requires 3 trees per each 100 foot of linear frontage plus 30 shrubs and 30 groundcover.
- The conex trailer on the property is not permitted, therefore The Certificate of Occupancy will not be issue until the property comes into compliance.
- A betterment plan will be in order, but a fence is not required due to no change to the interface.
- It was determined that the bathroom dimensions do not meet the accessibility building width requirements. The minimum width is 7.1 feet, or 7.3 feet framed out, drywall surface to drywall surface. The shower will need to be looked at and inspected.
- Direction given to hire a contractor to submit an application and upload the drawings to ProjectDox.
- Future concerns or inquiries can be discussed at a future weekly SPRC Meeting or by e-mailing the Planning Director.
- The Business Tax Receipt (BTR) can be processed once the tenant moves in.

## **VI. Adjournment**

The meeting adjourned 9:50 a.m.