

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

11:00 A.M., June 10, 2020

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

I. Attendance

Applicants:

Michelle Bondi
Nicole Carey

Staff:

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

II. Meeting with Applicants – Scheduled Items for Review

A. 661 S. Nova Road

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

Ms. Michelle Bondi and Ms. Nicole Carey, provided the following information regarding the concept for the 661 S. Nova Road, change of use from a retail sales facility to a child care facility:

- Interest in leasing the building and opening a child care facility at 661 S. Nova Road for a 5 year lease. With 10 year's experience, the applicants currently operate pre-school centers in Holly Hill and South Daytona as well, and are looking to open another in Port Orange in the future.
- Plans to utilize the existing fenced area in the rear of the building for a playground area not extending beyond the pavement that is there currently.
- Plans for a capacity of 50 children, depending on the Department of Children and Families (DCF) calculations.
- Interested in taking the concrete wall that is currently located in front of the front part of the building and add a fenced in seating area in its place.
- There are currently three bathrooms in the facility as well as a kitchenette.

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

- It was determined that the zoning allows for a child care facility as a conditional use but a change of use from retail sales to child care facility, will require parking and landscaping improvements.

- A 20 foot depth landscape buffer is required in the front of the building along Nova Road as well as a hedge on the south side to screen the parking. Some of the paved areas may need to be taken out for it.
- Ms. Eaton will work on the parking calculations and submit with this meeting's summary and minutes to the applicants. It was discussed that it is approximately 1 parking spot for every 10 children as well as 1 for each staff member.
- Advised as a commercial site, if sewer and water fixtures are added the impact fees will change.
- Direction given to provide a professional site plan prepared by a licensed design professional. Site plan to show how much impervious surface is there and show the impervious surface improving.
- Direction given to talk to the Department of Transportation (DOT) to see how traffic routes off of Nova Road in and out of the parking lot with minimum disruption of traffic.
- Parking lot striping requirements explained as well as the requirement to ensure there is 1 ADA handicapped parking space.
- It was discussed that being that it's commercial the water service may need to be upgraded, *to be determined*.
- Ms. Culliver will send a list of landscape architects to Ms. Eaton to get to Ms. Bondi.
- The next steps are to hire a licensed design professional and landscape architect to submit the plans for the facility with the option to revisit the SPRC for any additional inquiries.

III. Adjournment

The meeting adjourned 11:30 a.m.