

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

9:00 A.M., July 29, 2020

The SPRC Meeting commenced at 9:00 a.m. on July 29, 2020.

I. Attendance

Applicants:

Randy Hudak, Zev Cohen & Associates (via GoTo meeting)
Rick Fitzgerald, Miller-Valentine Construction
Joe Weber, JD Weber Construction
Russ Reinhart, Miller-Valentine Construction (via GoTo meeting)
Joe Licher, Miller-Valentine Construction (via GoTo meeting)

Staff:

Steven Spraker, Planning Director
Robin Gawel, Senior Planner
Noel Eaton, Senior Planner (via GoTo meeting)
David Allen, Planning Civil Engineer
Jason Weidenmiller, Engineering Inspector
Roger Smith, Utilities Engineer (via GoTo meeting)
Tom Griffith, Chief Building Official
Cara Culliver, Landscaping Architect
Marcella Miller, Office Manager

II. Meeting with Applicants – Scheduled Items for Review

A. 263 S. Nova Road, Climate Controlled Storage Pre-construction

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.

Representatives from Zev Cohen & Associates, Miller-Valentine Construction, and Weber Construction, provided the following information regarding the pre-construction of Climate Controlled Storage:

- Mr. Fitzgerald, Miller-Valentine Group, will be managing the inspections and ProjectDox process.
- A discussion occurred regarding the Department of Transportation (DOT) permit for the driveway and DEP permit through St. Johns Water Management District. It was determined that water and sewer is not required, as well as there being a DOT drainage exemption. The DOT drainage exemption and water and sewer exemption information will be forwarded to Mr. Allen.
- August 24, 2020 is the estimated start date of construction. Mr. Allen and Mr. Weidenmiller will be notified.
- There will be third party inspections of the building construction.

- The Nova Road entrance is designated to be the main entrance. The second entrance will be Fernery Trail and will be used as an exit on certain days to cut down on construction traffic.
- A discussion occurred regarding the areas of vegetation to remain and the need to provide silt fencing and tree protection early in construction.
- There was a discussion regarding the sewer connection.
- Regarding the construction fencing, the plan is to add temporary fencing with feet that will be set behind the sidewalk.

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. Jason Weidenmiller, Engineering Inspector; Mr. Roger Smith, Utilities Engineer; and Ms. Cara Culliver, Landscaping Architect, stated the following:

- A discussion occurred regarding Nova Road being a state road and that if the road has to be blocked off for any reason to go through the Department of Transportation (DOT) for permitting.
- The development order and building permit have been approved. DOT and driveway permits are required to be provided to city staff.
- The engineering permit # 20-4806 has been issued and is available on the ProjectDox website.
- The building permit is approved.
- The building fire sprinklers and alarms are under issued as separate permits.
- The electrical work is done under the general contractor's main permit.
- It is possible for same-day inspections if the inspections are scheduled online by 5:30 a.m.
- The asphalt mix design is required to be reviewed and approved prior to the trucks arriving and paving.
- Mr. Weidenmiller is the project site inspector for the site work.
 - Testing requirements:
 - Density tests (soils and concrete) to be submitted to Mr. Weidenmiller via e-mail.
 - As built requirements:
 - Submit digital copy for review.
 - Final – submit three paper copies, mylar digitally signed and sealed, disk of PDF and ACAD for GIS.
 - Mr. Hudak to certify and submit.
- Inspections/Project Process:
 - All inspections shall be scheduled online using the permit number and PIN number which can be found on the placard.
- Final Inspection Procedures:
 - 95% punch list.
 - Final inspection and walk-thru.
- Direction to contact the contractors and inspectors with any changes.
- A tentative project schedule is required for both the building and the site.
- Direction to contact in writing Mr. Weidenmiller, Engineering Inspector, prior to the start of any utility connections, 24-48 hours in advance.

- Mr. Smith, Utilities Engineer, expressed concern with the existing waterline main at the Nova Road entrance and the need to protect this water line through construction of the project.
- A discussion occurred regarding that the project abuts a residential area and the project site abuts the sole entrance/exit to these houses.
- Tree protection, silt fence, and construction fencing is required as well as barricades in the back of the Nova Road line prior to clearing.
- Direction given to make modifications to the medians before using Fernery Trail as a second entrance.
- 7:00 a.m. to 7:00 p.m. construction hours (preferably not on Sundays). The concrete pour is permissible to take place with notification to city staff. Notification to be made to Mr. Spraker so that the proper city departments can be informed including the police department.
- A suggestion was made to contact the property owner to the north for leased construction staff parking during construction.
- Construction signs and banners are allowed on the screening of the site.
- It was advised not to get the water meter until the sewer is cleared. A fire hydrant meter can be obtained through the city finance department.
- Regarding the concern with the construction fencing, it was advised that the construction fence can be put on the edge of the right-of-way on the side of Fernery Trail.
- Mr. Smith, Utilities Engineer, expressed concern with the construction methodology of the sanitary sewer extension along Fernery Trail, protecting the roadway as well as the landscape buffer, while maintaining traffic flow exiting the existing development from the east.
- A discussion occurred regarding the importance of tree preservation. Direction given to circle the trees to be saved and Ms. Culliver will check them. Any trees taken out and not used are to be ground or hauled off of the site and not left out on the road in piles.

III. Adjournment

The meeting adjourned 9:45 a.m.