

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

9:00 A.M., December 16, 2020

The SPRC Meeting commenced at 9:00 a.m. on December 16, 2020.

I. Attendance

Applicants:

Dana Smith, Engineer
David Smith, DJ Design Inc Architect
Shamus Schroeder, Newkirk Engineering
Lauren Adams, Newkirk Engineering (Zoom)

Staff:

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

II. Meeting with Applicants – Scheduled Items for Review

A. Ace Hardware, 1480 N. U.S. Highway 1

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

The applicants provided the following information regarding Ace Hardware, 1480 N. U.S. Highway 1:

- A new building drawing was created on December 15, 2020.
- With the separate second floor, the total square footage is 16,000.
- The width on the top of the pond and existing swale will allow for an 8-~~inch~~-feet maintenance berm at 8.8 feet.
- Interest in neo-eclectic architectural style for the building with siding and a chain-link fence (with mesh or screening in it), and a covered overhang in the front.
- The door, wall and all openings will have UL rating.
- The applicant plans to communicate with Ms. Culliver, Landscape Architect, on the landscape buffers and requirements.

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

- Following discussion regarding the widening of Gowers Street, it was determined that the width is required to be 24 feet. Micro-surfacing of the road is scheduled to take place in 2021 and what is under the road should be evaluated.
- Staff will research any eligible impact fee credits with the City Attorney and Finance Department with a letter of request and fee estimate from the applicant.
- It was determined that the rehabilitation and rebuilding of the roadway is not the responsibility of the developer. The requirement is to be standard in size on both sides of the road.
- Regarding the driveway connection and proximity, tie on to the Flagler Road stub. The requirement is to be accessible at the property line and will be discussed further with the city engineer.
- It was discussed that sidewalks should be put in the right-of-way on Gowers Street for U.S. Highway 1 inside of the property line, if the Department of Transportation (DOT) states that they are not buildable in those areas. A DOT letter is required explaining why. If sidewalks are not put in, then the funds are required to go to future sidewalks in a sidewalk fund.
- A discussion occurred regarding the 11-foot setback. Discussion occurred regarding the 20-foot setback and the 39-inch oak tree.
- A Planned Development is possible to negotiate the setback, architectural interests, chain-link fencing, driveway and outdoor storage.
- Regarding fencing and material, it was advised that code does not allow chain-link fencing on commercial sites because of the visibility to the general public. The City worked with Volusia County to take over zoning in the area and new construction should adhere to the Land Development Code (LDC). The Planned Development process would also be necessary if the applicant insists on chain-link fencing. Staff does not support.
- Concerns were discussed regarding the fire area. It should include areas of the building not including the fire wall. If it is under the same roof it is part of the fire area. The information is required to be updated on the site plan for comments.

III. Adjournment

The meeting adjourned 9:30 a.m.

The SPRC Meeting commenced at 9:30 a.m. on December 16, 2020.

IV. Attendance

Applicants:

Joe Weber, Jd Weber Construction

Dave Janse, Ridge Development Group

Parker Mynchenberg, Parker Mynchenberg and Associates

Staff:

Steven Spraker, Planning Director

Steve Lichliter, Airport Manager

Becky Weedo, Senior Planner

Robin Gawel, Senior Planner (Zoom)

Noel Eaton, Senior Planner

David Allen, Planning Civil Engineer

Tom Griffith, Chief Building Official (Zoom)

Jason Weidenmiller, Site Inspector

Ken Russell, Utilities

Roger Smith, Utilities Engineer

Cara Culliver, Landscape Architect

Marcella Miller, Office Manager

V. Meeting with Applicants – Scheduled Items for Review

B. Pre-construction Meeting, Ormond Grande

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

Mr. David Allen let the Site Plan Review Committee Meeting.

The applicants provided the following information regarding the pre-construction of Ormond Grande:

- The subject property is zoned Industrial.
- The construction entrance will be on U.S. Highway 1.
- The Department of Health Permit was submitted. The Building Permit will be submitted next.
- The project will commence January 4, 2021.

Members of the SPRC, Mr. Steven Spraker, Planning Director, Ms. Becky Weedo, Senior Planner; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Mr. David Allen, Planning Civil Engineer; Mr. Thomas Griffith, Chief Building Official; Mr. Jason Weidenmiller; Mr. Ken Russell, Utilities; Mr. Roger Smith, Utilities Engineer; and Ms. Cara Culliver, Landscape Architect, stated the following:

- The development order has not been approved.
- The Engineering Permit number is 21-1391.

- Mr. Weidenmiller will be the Engineering site inspector.
- The list of permits required provided. Separate permits are required for the entrance sign, dumpster enclosure, and on the industrial site fence and wall.
- A tentative project schedule in bar chart format is required to be sent to Mr. Allen.
- The Land Development Code (LDC) specifies that construction hours are 7:00 a.m. to 7:00 p.m. with the City's preference of no construction on Sundays.
- Utilities – 24 to 48-hour notice required prior to connections to public utilities.
 - Epoxy coated bends, valves, tees, etc;
 - It was expressed that P401 protective coating is not permitted as it is not intended for water, only sewer. It cannot be cement line coating with standards of AAWWA epoxy for the interior. A shop drawing with the proposed epoxy to be reviewed by Mr. Smith, Utilities Engineer. The existing waterline on U.S. Highway 1 needs to be cleaned, flushed and chlorinated.
- Testing Requirements
 - All density tests are to be submitted to Mr. Weidenmiller.
 - Video all storm sewer and sanitary sewer gravity mains. This task should be performed on the existing pipes as soon as possible for acceptability. (City representative to be present)
- As-built requirements
 - Submit digital file for review for preliminary.
 - Final – Submit three (3) paper copies, mylar, disk.
 - Engineer to certify and submit.
- Inspection / Project Process
 - Erosion Control; silt fence and requirement of tree protection prior to construction.
 - Designation of Construction Entrance.
 - Verify the cleaning/tree removal of the existing ditch.
- Final Inspection Procedures
 - 95% Punch list.
 - Final Inspection.
- Direction was given to make the contractors/inspectors aware of any changes.
- SPRC concerns expressed were:
 - Discussion of the site plan comment regarding sidewalks.
 - The water quality and fire protection, whereas a field meeting should be set up for the determination. The pool and pool cabana are not possible without the fire protection and the waterline being cleared first.
- Other comments regarding the cleaning and tree removal were to open up and clean the ponds with the updated as-builts and ensure the slopes are sodded.
- The final plat is to be submitted for the city and private surveyor to review.

VI. Adjournment

The meeting adjourned at 10:00 a.m.

The SPRC Meeting commenced at 10:15 a.m. on December 16, 2020.

I. Attendance

Applicants:

Gary Roberts, Commercial Construction
Jeff Peterson, Commercial Construction
Mandy Morgan, Commercial Construction
Matt Dowst, Mark Dowst & Associates

Staff:

Steven Spraker, Planning Director
Steve Lichliter, Airport Manager
Robin Gawel, Senior Planner (Zoom)
Noel Eaton, Senior Planner
David Allen, Planning Civil Engineer
Tom Griffith, Chief Building Official (Zoom)
Jason Weidenmiller, Site Inspector
Roger Smith, Utilities Engineer
Cara Culliver, Landscape Architect
Marcella Miller, Office Manager

II. Meeting with Applicants – Scheduled Items for Review

C. 4 Sunshine Blvd, Germfree Driveway Addition

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

Mr. David Allen let the Site Plan Review Committee Meeting pre-construction meeting.

The applicants provided the following information regarding 4 Sunshine Boulevard, Germfree Driveway Addition:

- An overhead door will be installed.
- Plans to engage a site guide and commence construction the week of December 21, 2020 or following the holidays.
- The construction entrance will be the driveway.
- The construction equipment will be stored across the street.

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. Thomas Griffith, Chief Building Official; Jason Weidenmiller, Site Inspector; Mr. Roger Smith, Utilities Engineer; and Ms. Cara Culliver, Landscape Architect, stated the following:

- The development order has been approved.
- The Engineering Permit number 21-1389 was sent to the contractor this morning.
- Mr. Weidenmiller will be the Engineering site inspector.

- The list of permits was not required ~~has been provided~~. The modification to the building access will require a separate building permit.
- A tentative project schedule is required to be sent to Mr. Allen.
- Utilities – 24 to 48-hour notice required prior to connections to public utilities.
 - The ~~Engineering~~ Utilities department added to pay attention existing utilities as to be protected when doing the excavation. It was directed to also pay close attention to the service lateral when doing the excavation and landscaping.
- Testing Requirements
 - All density tests are to be submitted to Mr. Weidenmiller.
 - Driveway as-builts are required.
- As-built requirements
 - Submit digital file for review for preliminary.
 - Final – Submit three (3) paper copies, mylar, disk.
 - Engineer to certify and submit.
- Inspection / Project Process
 - Erosion Control; silt fence required adjacent to the work area.
 - Tree barricades (orange fencing sufficient) required across and in front of the trees for protection.
 - Once both are complete the inspection should be called in.
- Final Inspection Procedures
 - 95% Punch list.
 - Final Inspections.

VII. Adjournment

The meeting adjourned at 10:24 a.m.