

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

9:00 A.M., December 23, 2020

The SPRC Meeting commenced at 9:00 a.m. on December 23, 2020.

I. Attendance

Applicants:

Rachel Gilmore, The Porkupine Pub

Adam Gilmore, The Porkupine Pub

Staff:

Steven Spraker, Planning Director

Robin Gawel, Senior Planner

Noel Eaton, Senior Planner

David Allen, Planning Civil Engineer

Tom Griffith, Chief Building Official

Lynn Carter, Utilities Engineer

Marcella Miller, Office Manager

II. Meeting with Applicants – Scheduled Items for Review

A. 1626 N. U.S. Highway 1, The Porkupine Pub

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

The applicants provided the following information regarding 1626 N. U.S. Highway 1, The Porkupine Pub:

- The applicants are interested in opening a Barbecue restaurant, *The Porkupine Pub* in the former travel center, Chicken Pantry, and Dairy Queen building at 1626 N. U.S. Highway 1.
- There is a desire to install a smoker and outdoor grill outside on the property at some point in the future.
- The Business Tax Receipt (BTR) application has been completed and turned into the Building Department.
- The palm trees on the lot have recently been trimmed and there is question as to how to have the neighboring property on the right-hand side groom their landscaping.
- The plan is for the restaurant to open soon with ‘carry-out’ services only at the current time.
- Following discussion, it was determined that there is no change of use and the dining room is not being changed. Outdoor seating is of interest, and decks in the future.
- The fixture count is not changing and has been updated in the last five (5) years.
- An interceptor system will be going in for the grease trap. It will be a box in the ground that works as the grease trap. The applicants will work with the plumber on the submittal process.

- The oven hood has been cleaned and the fire alarms have been replaced. The business is ready for inspection.
- The property has a private lift station.
- Following discussion, it was determined that in order to receive the DBPR permit the applicants need a sewer certification, also known as a Sewer Availability Form, which shows that it is functioning. *Mr. Robert Preis, System Maintenance Supervisor, will handle following sewer installation.*

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; and Mr. David Allen, Planning Civil Engineer, stated the following:

- It was discussed that in order to install a deck and any concrete outside in the future, a permit would be required.
- The smoker and outdoor grill will require a public hearing process.
- The outdoor seating can be implemented without the public hearing process.
- Following discussion regarding the neighboring property lacking landscaping maintenance, it was determined that they cannot be forced to clean up their property by the city but the applicant can ask them to or offer to. The Department of Transportation (DOT) can be contacted regarding clearing the area of brush and ditch in the right-of-way.
- **Signage:**
 - Following a discussion on signage, it was determined that a wall sign requires a permit. If the current signage has a face-change it also requires a permit. The current pole-sign is non-conforming; therefore, a face change can be done but not the ‘shape’ of the face or the cabinets. If something happens to the current sign a monument sign can be put up with a maximum height of 8 feet.
 - One (1) 4 foot by 5-foot banner sign up to 64 square feet maximum can be displayed for four (4) consecutive days. Each time would normally require a permit but at the current time there is no permit application or fee required for banner signs through April 1, 2021.
- **Building requirements:**
 - A Business Fire Safety Inspection is required.
 - A Plumbing permit required – Contractor must provide documentation that it has been complete as well as arrange the online plumbing inspection. *Mr. Bill McLaughlin will be submitting to bponline@ormondbeach.org or bringing into to the Building Permit counter for assistance in scanning/uploading.*
- **Utilities/Engineering requirements:**
 - A diagram showing the piping and new line placement and where the interceptor structure is going, along with the elevation of the lines and how it is tying into the lift station wet well is needed. This should be sent to bponline@ormondbeach.org. From there an invitation will be sent to scan and upload for the Utility and Engineering Departments to review and then issue permits.

III. Adjournment

The meeting adjourned 9:30 a.m.

The SPRC Meeting commenced at 9:40 a.m. on December 23, 2020.

IV. Attendance

Applicants:

Bob Rand, Coldwell Banker Commercial Benchmark
Robert Campbell, The Root Company
Diane Larson, The Root Company

Staff:

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

V. Meeting with Applicants – Scheduled Items for Review

B. Root parcel, 500 block of N. U.S. Highway 1

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

Mr. Bob Rand, Coldwell Banker Commercial Benchmark; Mr. Robert Campbell and Ms. Diane Larson, The Root Company, provided the following information regarding the FPL subcontractor's desires for the Root parcel, 500 block of N. U.S. Highway 1:

- The site is Industrial land use and zoning.
- The concept plan expressed to staff is for a 10,000 to 16,000 square foot warehouse building with offices on five (5) to six (6) acres, and storage for a contractor of Florida Power & Light (FPL) to hold some staff, hardware, equipment (concrete and wood poles), including trucks.
- Approximately 50 to 60 parking spaces will also be needed for the office staff and crew vehicles. *It was discussed that a 10,000 square foot building requires 50 parking spaces.*

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; and Ms. Lynn Carter, Utilities Engineer; stated the following:

- It was discussed that in the Land Development Code (LDC), outdoor storage allows up to 50 percent of the building size, in this case at 10,000 square feet, 5,000 square feet for outdoor storage. Anything beyond that amount would be required to go to Planning Board and City Commission for a Special Exception and public hearings. Equipment is not permitted to be piled outside as visual appearance is key.
- No neighborhood meeting would be required as the site is not abutting residential.

- Following discussion regarding the business entrance, it was determined that U.S. Highway 1 would be the best area based on the wetlands along Wilmette Avenue.
- **Landscaping requirements:**
 - A 36-foot landscape buffer is required along U.S. Highway 1, with a 15-foot setback from there.
 - The project is should be designed as to not clip the wetlands.
 - 25-foot buffer requirement next to the wetlands. If impacted, would have to provide mitigation.
 - It was discussed that the buffering effect must be shown on the site plan.
- **Utility requirements:**
 - The water main is on the eastside of the road. The 8-inch water main can be extended farther along the right-of-way for service or can go across the road to tap and tie in. The 20-inch sewer force main would need a private pump station to pump into.
- **Engineering requirements:**
 - Compensating storage is to be onsite when filling.
 - The site is at a 4 to 5-foot elevation and the site must be a foot above floodplain base flood elevation.
- **Building requirements:**
 - If the building is 10,000 square feet then it will not need to be sprinkled but would need a fire hydrant along the foot of the property, or within 300 feet of the back of the building or furthest point.
- **Signage:**
 - It was discussed that if the business chooses to put a sign up, a monument sign is allowed 5 feet from the back of the property line and can be up to 8 feet high.
- The front of the building along U.S. Highway 1 should be architecturally treated as it is on an arterial road and is required to be finished in appearance.
- A concurrent building review with a site plan process is available and is known as an Early Review Building Permit. There is a fee for the process. The site and building plans are reviewed at the same time.
- The Special Exception flow chart and checklist will be sent to Ms. Larson. It was mentioned that the public hearing process lasts 2 to 3 months and the site plan submittals also take 2 to 3 months-time, therefore it is a 4 to 6-month timeline from site plan to approval.

VI. Adjournment

The meeting adjourned at 10:00 a.m.