

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

**9:00 A.M., February 17, 2021**

The SPRC Meeting commenced at 9:00 a.m. on February 17, 2021.

**I. Attendance**

**Applicants:**

Trey Paytas, Paytas Homes  
Jim Paytas Jr., Paytas Homes  
Randy Hudak, Zev Cohen & Associates  
Dwight DuRant, Zev Cohen & Associates  
Tom Valley

**Staff:**

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

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

**A. Corner of Airport Rd. and Tymber Creek**

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

The applicants provided the following information regarding the corner of Airport Rd. and Tymber Creek:

- Discussion on new concept plans including the Tattersall Village plan and Enclave plan.
- **Tattersall Village**
  - The subdivision contains 135 lots.
  - A natural landscape buffer of 20 foot buffer along Tymber Creek and Airport Road and the 10 foot buffer along the city property to the west.
  - The project plans incorporate the 40 foot perimeter building setback into the lots.
- **Enclave**
  - Three concepts were provided:
    1. Ten lots of over 2 acres each
    2. Five lots of 5 acre lots.
    3. The original Enclave subdivision plan.
  - There was a discussion regarding the extension of potable water and the provision of wastewater via septic systems.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Mr. Roger Smith, Utilities Engineer; Mr. David Allen, Planning Civil Engineer; and Ms. Cara Culliver, Landscape Architect, stated the following:

#### **Tattersall Village**

- 80-foot lot widths are required based upon the land use of SLDR.
- There was a discussion on sidewalks. Staff would look for the same commitments for sidewalks as the Marshside development: (1) sidewalks on each side of the street and (2) connection of the sidewalk from Airport Road to Leeway Trail to connect to the elementary school.
- Planning staff would like to review the concept plan and provide comments.
- Direction given to show how the impacts to the wetlands and buffer will be met.
- An environmental assessment report is required if over 100 lots.
- It was advised that a plat is required if dividing 1 lot into 3 lots.
- **Landscaping requirements:**
  - A discussion occurred regarding street trees. Direction was provided not to place street trees in narrow areas between the curb and the sidewalks. Street trees can be placed at behind the sidewalk. One street tree is required for every 50 linear feet.
- **Engineering, Stormwater & Utility requirements:**
  - Drainage must be provided in common areas and not within an easement on single-family lots.

#### **Enclave**

- The subdivision approval and zoning for this plan has expired.
- The process for a larger lot subdivision was discussed. The Enclave project has an expired Planned Residential Development. Options would be as follows:
  1. Rezoning from PRD to SR (Suburban Residential). This would allow the development of a subdivision with larger than 1 acre lots. After the rezoning, the property would need to undergo a Preliminary and Final plat.
  2. PRD Amendment. This option would require a subdivision plan with plans such as stormwater, utility, recreation, and architectural attributes.
- Discussion occurred that a large subdivision would need to show the buildable area (showing that there is room to build a house and a pool) in relationship to the on-site wetlands.
- Direction to be mindful of Volusia County wetland buffer requirements.
- **Landscaping requirements:**
  - The plat would need to include the 60 foot greenbelt buffer requirement along Interstate 95.
- **Engineering, Stormwater & Utility requirements:**
  - Drainage would occur on each lot and would be permitted individually.
  - Mr. Smith will check the code impacting the wetlands and floodplain and any restriction on lot sizes and will research the depth of the manhole of the adjacent property to see if it is feasible to connect.
  - There is a two-acre minimum lot requirement for sewer.

- Staff will do an analysis and compare the concept suggestions with code.

### **III. Adjournment**

The meeting adjourned 9:30 a.m.

The SPRC Meeting commenced at 9:40 a.m. on February 17, 2021.

**IV. Attendance**

**Applicants:**

Dawn-Marie Oistad  
Jim Cox

**Staff:**

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

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

**B. Parcel 424203040310 Fleming Avenue**

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

The applicants provided the following information regarding a parcel on Fleming Avenue:

- Discussion on the two (2) concepts presented for the property:
  - 1) Maximize the number of lots to develop with the central concept sent showing 15 lots or less on a cul-de-sac.
  - 2) Development of a four (4) lot subdivision along Fleming Avenue each approximately 85 feet in width.

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

- The property is zoned R-3 (Single-Family Medium Density) and requires a lot size of 75 feet by 115 feet.
- It was discussed that the property is in a flood zone and that the 15 lot concept may not be feasible based upon wetlands, floodplain, and compensating storage requirements. Discussion occurred regarding the base flood elevation requirements that include a requirement for the finished floor elevation to be one (1) foot above the base flood elevation or 18 inches above the crown of the road, whichever is higher.
- Following discussion, the subdivision process was explained with advice to work with an engineer and surveyor. The engineer will design the plan and from there the plan should be submitted for approval with the assistance of a private contractor's advice and processing of the permit applications.

- Discussion occurred regarding lot splitting and how one (1) lot split into two (2) lots require utility improvements prior to the split as well as survey work to the trees.
- The difference between a shared driveway and a private road was explained in that shared driveways are comprised of two (2) single-family lots that utilize a common driveway to a roadway. A private roadway is owned and maintained by the residences/homeowner's association and often is gated to restrict access. The private roadway has the same requirements of a local access street at a width of 50 feet. The right-of-way width can be reduced to 40 feet with City Commission approval.
- Regarding the inquiry of a limitation to three (3) lots, shared driveway or if there is potential to add more lots with a private road, it was determined that an engineer will need to perform a site analysis starting with wetland areas and the floodplain to determine the capacity of the land to support development. Each lot would need its own frontage on a public roadway. Provided that all the pieces of site development can be met, a roadway with lots could occur.
- **Landscaping requirements:**
  - Tree preservation requirements were discussed.
  - 15 percent of the site is required to be left natural.
  - A historic survey of the trees must be performed and all 36 inch live oaks and bald cypress trees must be saved. If any historic trees are removed the process is that it must go through City Commission prior.
  - Ms. Culliver will send the specimen tree chart.
  - A wetland delineation is needed.
- **Engineering, Stormwater & Utility requirements:**
  - There is an 8 inch water line and a 4 inch sewer line along the south side of Fleming Avenue. All line extensions are the responsibility of the developer.
  - A portion of land is required to be dedicated to compensating storage and stormwater for any fill on the property. For every cup filled, the same cup is required to be filled with compensating storage in addition to stormwater that is to be provided.
  - It was determined that at an 8 foot deep manhole on Laurel Oaks Circle serves the property and can be extended. The property can be served by gravity sewer instead of a pump station as there is plenty of capacity. The capability is there to gravity into the manhole on Laurel Oaks Circle.
  - Explanation given regarding it being the developer's responsibility to extend the sewer across the street.
  - The driveway is required to be paved for residential.
  - For the four (4) lot subdivision, the sanitary sewer would have to be extended for the four (4) lots.
  - It was explained that the process would be to go through a preliminary plat with a construction drawing showing the subdivision plan, then goes to the Planning Board and City Commission. From there it goes to construction and hiring a contractor to start constructing the public improvements then to final plat to sell the lots. The buyer will process the permit application to build the house. The clearing of the lot occurs with the preliminary plat and gets graded for stormwater requirements.
  - Fill is required at the lot and the pad of the house with the assistance of stem wall construction.

- It was discussed that the garage can be 4 inches lower than the house and the house floor has to be a foot above base flood elevation.
- It was determined that if the lots are 2 ½ acres they are required to connect to utilities.
- A topographic survey is required to identify the floodplain and wetland limits. The base flood elevation for the area is believed to be 7 feet. It was determined that Fleming Avenue is below base flood elevation and Laurel Oaks Circle has been known to experience flooding.
- The sewer is located at the corner of Laurel Oaks Circle and Fleming.

**VI. Adjournment**

The meeting adjourned 10:11 a.m.

The SPRC Meeting commenced at 10:15 a.m. on February 17, 2021.

**VII. Attendance**

**Applicants:**

Michelle Moore, CM Custom Pools

Coby Moore, CM Custom Pools

**Staff:**

Steven Spraker, Planning Director

Robin Gawel, Senior Planner

Noel Eaton, Senior Planner

Roger Smith, Utilities Engineer

David Allen, Planning Civil Engineer

Tom Griffith, Chief Building Official

Cara Culliver, Landscape Architect

Marcella Miller, Office Manager

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

**C. 1141 N. U.S. Highway 1, CM Custom Pools Pole Barn Addition**

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

The applicants provided the following information regarding 1141 N. U.S. Highway 1, CM Custom Pools Pole Barn Addition:

- The site is in a B-8 commercial zoning district.
- It was determined out of the three (3) lots owned, 1133 N. U.S. Highway 1 is the main business location. The third lot is at 1149 N. U.S. Highway 1. There is no interest in combining the lots.
- Discussion occurred regarding the interest in CM Custom Pools adding a pole barn to their property at 1141 N. U.S. Highway 1 as well as renovating their office to use it as a spa dealership. The pole barn will be utilized for covered storage for hot tubs. It is 32 feet from the building to the pole barn with the concept for the entrance on the side of the building.
- The pole barn will have a concrete floor.
- There is no current Business Tax Receipt (BTR) or use established for 1141 N. U.S. Highway 1 property.

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

- Following discussion, it was determined that the property is non-conforming and does not meet the current zoning district.
- The lot at 1141 N. U.S. Highway 1 needs a principle business (office) and use prior to putting a new structure on the property. Improvements including a betterment and

irrigation plan including landscaping, building review and a business fire inspection are required prior to any business operations.

- It was advised that if a use has changed it must meet current codes for that use.
- A survey of the property and a site plan including ADA requirements are required.
- The Land Development Code allows the SPRC to approve up to 49 percent of the principle building area for outdoor storage. Any outdoor storage are over 49 percent of the principal building area is required to go through a Special Exception hearing.
- **Landscaping requirements:**
  - Landscaping is required along U.S. Highway 1.
  - Buffer requirements including a wall behind the property is required where it abuts residential uses.
  - A 50 foot setback from industrial to residential is required.
  - There is a 36 foot greenbelt buffer requirement along North U.S.1.
  - One (1) tree per 200 square feet of area is required within the Greenbelt area. Existing trees are credited in the tree calculation.
  - Within the Greenbelt area, 60 percent of vegetation are required to be native, 40 percent can be non-native.
- **Engineering, Stormwater & Utility requirements:**
  - Direction to hire an engineer and landscape architect to assist and submit a site plan specifying code compliance, including where the parking and pole barn will be on the property. The plan must also specify if it will be gravel, pavement or grass for the outdoor storage area.
  - Cross access easements are required to be paved and have recorded easements.
  - The pole barn will require a stormwater runoff plan to hold water from the impervious surface on the site. (Engineer will calculate)
  - Outdoor storage has to be 49 percent of the building area or less to be approved by the SPRC, otherwise a Special Exception is required.
  - It was determined that if the pole barn were to be enclosed by four (4) walls then it would become a warehouse. It would not need to go through a public hearing for approval. The front of it would have to be architecturally treated. Roll up doors would be permitted. There would be no square footage requirements.
  - The properties are not connected to water or sewer. Sewer will not connect and the water services will be researched and advised.
  - An analysis is required specifying the amount of square footage of impervious.
- It was advised that as an established use it generates site improvement requirements to the site.
- The applicants were advised to return to SPRC with the hired engineer and concepts.
- With the additional ideas mentioned during the meeting for the three (3) lots, it was recommended to prepare and submit a timeline of planning for each site. Each property would need a Business Tax Receipt (BTR).
- Spa display and sales in the existing 1141 building would be a change of occupancy class from Business to Mercantile.

**IX. Adjournment**

The meeting adjourned 11:01 a.m.