

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

9:00 A.M., April 28, 2021

The SPRC Meeting commenced at 9:00 a.m. on April 28, 2021.

I. Attendance

Applicants:

Harry Newkirk, Newkirk Engineering
Kenneth Lewis, WKL Roofing
Bill Navarra, Realty Pros Assured (via Zoom)

Staff:

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

II. Meeting with Applicants – Scheduled Items for Review

A. 100 Rivell Trail – Private Gated Subdivision

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

The applicants **provided the following** information regarding 100 Rivell Trail:

- Interest expressed in subdividing a five (5) acre parcel that has one (1) house on it into a gated subdivision of six (6) lots, with private roads in the R-2 zoning district.
- An old boat dock exists on the site that would be rebuilt and possibly moved due to the setbacks. In the 1930's and 1940's it served as a boat dock for four boats to transport people on the Tomoka River boat cruise. The house on the site was the building that housed the business.
- Easements would be provided for the utilities on the property.
- Three (3) of the lots would be riverfront with stormwater and dry retention ponds due to the elevations for good water quality.
- The north portion of the site would have tree preservation, meeting the city's fifteen (15%) percent requirement.
- The layout of the road would be private and twenty (20) feet wide. The end of the road will have a 'hammerhead' for truck and emergency services turnarounds.
- A watermain exists for fire hydrants and sewer.
- The density allowable is 4.3 units per acre and currently is 1.17 per acre.
- The layout provided shows the required tree preservation.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Mr. Tim Heyrend, Utilities Manager; Ms. Lynn Carter, Utilities Engineer; Mr. David Allen, Planning Civil Engineer; and Ms. Cara Culliver, Landscape Architect, **provided the following** information:

- The density meets the city's requirement at 1.17 per acre.
- The preliminary and final plat processes were discussed. There are flowcharts that detail each process.
- If the existing house stays on the site, it is required to fit dimensionally on one of the lots. It will have to show that the setbacks meet all of the R-2 dimensional standards. A suggestion was made to put a survey on lot #6 showing where the house is and how it meets the standards.
- The preliminary plat would go before the Planning Board and the City Commission and the final plat goes to City Commission only. Mr. Spraker will forward the flow charts.
- The riverfront lots will have a different calculated setback of thirty (30) feet. A calculated average setback goes along the river taking all of the properties 300 feet to the north and the south and come up with an average. No setbacks should be less than thirty (30) feet.
- **Landscaping requirements:**
 - The specimen trees are required to have a survey done. Live oak or laurel oaks should be specified on it.
- **Engineering, Stormwater & Utility requirements:**
 - There is a private pump station on site. An analysis of whether it will be used or abandoned would be needed.
 - The waterline is two (2) inches. The water line is required to be extended from Shady Branch Trail at a size of six (6) inches into the subdivision.
 - Two (2) fire hydrants are required to be added depending on spacing.
 - Suggestion was made to review the gravity sewer options.
 - The top elevation of the manhole is at twenty-three (23) with the inverts at nine (9).
 - A discussion occurred about the sewer connection and the civil engineer will need to reviewed and analyzed.
 - A private company can be contacted for the fire hydrant flow test.
 - Regarding the forty (40) foot width to the angled point on the drawing that drops to thirty (30) feet, it was advised that it is required to be a forty (40) foot right-of-way.
 - The radius must be thirty-five (35) feet for emergency vehicles to be able to turn around.
 - A discussion occurred on how and at what point the subdivision gate would be located. There needs to be a turn-around point for the public if they cannot access the private subdivision.
 - Ms. Carter will share the GIS information with the applicants to be able to make a decision on the sewer.
- It was advised that the subdivision of land is allowed in the R-2 zoning district provided all LDC standards are met.

III. Adjournment

The meeting adjourned 9:21 a.m.

The SPRC Meeting commenced at 10:00 a.m. on April 28, 2021.

IV. Attendance

Applicants:

Mike Hale, Traffic Engineering Data (TED) Solutions, Inc. (Via Zoom)

Tom Hardy, RaceTrac (Via Zoom)

Cleo Chang, RaceTrac (Via Zoom)

Staff:

Steven Spraker, Planning Director

Robin Gawel, Senior Planner

Noel Eaton, Senior Planner

Lynn Carter, Utilities Engineer

David Allen, Planning Civil Engineer

Cara Culliver, Landscape Architect

Marcella Miller, Office Manager

V. Meeting with Applicants – Scheduled Items for Review

B. RaceTrac – Ormond Gateway

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

The applicants **provided the following** information regarding the RaceTrac at Ormond Gateway:

- The applicants returned to SPRC following meeting with a designer and now have inquiries on the buffer with desire for more visibility from the interstate.
- Plans for coordination with the Florida Department of Transportation (FDOT) regarding the entrance and exit signs.
- The applicants plan to submit a Special Exception application for the electronic copy changeable signage, entrance and exit signs, and canopy signage.
- New drawings will be forwarded to the SPRC.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Ms. Lynn Carter, Utilities Engineer; Mr. David Allen, Planning Civil Engineer; and Ms. Cara Culliver, Landscape Architect, **provided the following** information:

- It was reiterated that there is a requirement to keep the trees in the greenbelt buffer on the site. With the impervious surface area proposed, the greenbelt buffer provides a buffering to the pavement.
- It was discussed that the Ormond Gateway plan shows some of the trees will need to be removed for utilities and the driveway.
- Staff stated that there is no interest in blocking the canopy but to shield the impervious area that spans across the property.
- Concern was expressed regarding the amount of hard surface area the project is proposing in the gas canopy area.

- During construction if something violates the state statute visibility field adjustments can occur. There will be flexibility to move material around to provide two (2) access corridors.
- **Landscaping requirements:**
 - A revised landscape plan is requested showing the trees interested in removing. Ms. Culliver will work with the contracted landscape architect.
 - The pavement is required to be screened with understory plantings.
 - The importance of leaving the buffer at the north end of the property was expressed.
 - The site must be finished and any trees that are removed must meet shrubbery requirements and be shown in the landscape plan.
 - Staff is available to review an updated plan of the area in front of the south driveway.

VI. Adjournment

The meeting adjourned 10:33 a.m.