

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

9:00 A.M., September 29, 2021

The SPRC Meeting commenced at 9:03 a.m. on September 29, 2021.

I. Attendance

Applicants:

Tim Hassler, Project Manager (zoom)
Joe Hopkins, P.E., The Performance Group (zoom)

Staff:

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

II. Meeting with Applicants – Scheduled Items for Review

A. 2120 Ocean Shore Blvd., Pre-application Meeting (Utilities), Proposed Townhomes

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

The applicants were in attendance and on zoom to discuss information regarding 2120 Ocean Shore Blvd. and provided the following information:

- 18-unit, three-story townhouse project proposed.
- The project is anticipated to use 4,500 gallons of water per day.
- Private street with single access and emergency access.
- A 10” sewer line exists. Along Spanish Waters Drive an 8” waterline and 6” sewer lines exist.
- The units will be individually metered.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Mr. David Allen, Civil Engineer; Mr. Tim Heyrend, Utilities Manager; and Mr. Tom Griffith, Chief Building Official, **provided the following** information:

- The purpose of today’s meeting is to review the utilities and connections. The City requires easements be provided. Utility connections are required for SPRC site plan submittal.
- **Utilities:**
 - Single-access with emergency access.
 - The street is planned to be a private street.

- An easement is required over the roadway that allows maintenance of the waterline. The easement requirement includes a sketch and legal description as well as City Commission approval. (Mr. Spraker will forward an example)
 - Connections to be made on both A1A and Spanish Waters to maintain the best flow.
 - The sewer connection is to be made on A1A.
 - The gravity connection is to be made on Spanish Waters (6”).
 - A force main is required to connect on A1A.
 - A private lift station is required to make the connection into the force main with a valve at the right-of-way line which will be the point of service.
 - The existing lift station and force main will be researched with the City lift station manager. The City GIS Department advised that it is public.
 - If individually metered the City will maintain will up to the meter.
 - It was advised that a looped water system would be required from SR A1A to the side street.
- **Building:**
 - Volusia County controls the fire service.
 - A sprinkler system is required.
 - Specifics on the fire line is requested.
 - SPRC meets every Wednesday to bring the project back for discussion and feedback.

III. Adjournment

The meeting adjourned 9:24 a.m.

The SPRC Meeting commenced at 9:30 a.m. on September 29, 2021.

IV. Attendance

Applicants:

Michael Riley, JP Wiseman Construction
Mark Dowst, Mark Dowst & Associates
John Wiseman, JP Wiseman Construction (zoom)

Staff:

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

V. Meeting with Applicants – Scheduled Items for Review

B. 1211 West Granada Boulevard, Revella ALF Pre-construction Meeting

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

Mr. David Allen, Civil Engineer, led the pre-construction meeting.

The applicants were in attendance and on zoom to discuss information regarding Revella ALF:

- Currently in the process of processing the utility permit from DOT for the main and right-of-way and the DEP permit for the lift station. They will be uploaded to ProjectDox.
- Plans to clear the trees on the site in mid-November over a 17 month schedule.
- Discussion occurred regarding notice to be given for night concrete pours. The adjacent properties will also be notified.
- It was advised that changes were made in response to the Department of Transportation (DOT) for utilities. They revised sheets will be uploaded.
- The shop drawings will also be uploaded.

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

- It was determined that the tree mitigation and planning and engineering fees were sent over and the engineering permit should be ready soon.
- For the building permit, the architect can provide an ELU sheet that provides the estimate for water and sewer impact fees. The roads and mobility fee is based on the number of trips. The stormwater fee is based on the square footage of the building.

- The development order has been approved: PZ-21-073.
- The Engineering Permit BP21-7289 has been submitted.
- It was advised that Mr. Weidenmiller is the engineering site inspector.
- The tentative project schedule for the site work is to be e-mailed to Mr. Allen.
- The public utilities require a 24-28 hour notice prior to connection and can be coordinated through Mr. Weidenmiller.
- **Building:**
 - Direction to submit stamped plans from the third party reviewer and the permit application and the Building Department will do a limited review on the windows, doors, trusses, fire and site. The fire inspections will be on the building.
- **Testing Requirements:**
 - All density tests are to be submitted to Mr. Weidenmiller.
 - Video all storm sewer, down spout, root drains and sanitary sewer gravity mains. City representative must be present.
 - **As-built requirements:**
 - Submit digital preliminary file for review.
 - Final drawings – Submit three (3) paper copies, mylar, disk and signed and sealed digital files/copies of both pdf and the AutoCAD drawing for GIS.
 - Engineer certify and submit.
- **Inspections/Projects Process:**
 - Online inspection scheduling process.
 - The electrical inspection will be done of the lift station. Mr. Weidenmiller will be present for the installation of the wet well, pumps and lift station start up.
 - The building, dumpster enclosure, and walls will have separate permit #s.
 - Erosion Control; silt fence and required tree protection required prior to construction.
 - Designation of Construction Entrance.
 - Construction fence does not require a fence permit. A sketch of where the fence will go is required to be sent to Mr. Allen.
- **Final Inspection Procedures:**
 - 95 percent review and punch list will be provided by Mr. Weidenmiller, followed by the walk-through.
 - Final Inspection.
- Hours of construction for the site work: 7:00 a.m. to 7:00 p.m. and no Sundays.
- Inspections requested before 5:30 a.m. can usually be accommodated the day of.
- There were no changes or outstanding items to the approved site plan.

VI. Adjournment

The meeting adjourned 9:56 a.m.

The SPRC Meeting commenced at 10:01 a.m. on September 29, 2021.

VII. Attendance

Applicants:

Kimberly Buck, P.E., Alann Engineering Group (zoom)
Tom, Hazen Construction (zoom)

Staff:

Steven Spraker, Planning Director
Robin Gawel, Senior Planner
Noel Eaton, Senior Planner
David Allen, Civil Engineer
Tim Heyrend, Utilities Manager

VIII. Meeting with Applicants – Scheduled Items for Review

C. Flagler County Force Main Extension along Airport Road, Pre-construction Meeting

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

Mr. David Allen, Civil Engineer, led the pre-construction meeting.

The applicants participated by zoom to discuss information regarding The Flagler County Force Main Extension along Airport Road:

- It was discussed that JD Weber Construction is doing an extension from the existing lift station on Hunters Ridge Boulevard, up to the roundabout. Hazen is picking it up from there and running it east to tie into the force main past Pathways Elementary School. There is no additional lift station. The lift station will come in with Celedine. There is an existing gate valve for the tie in.
- The staging area is to be determined and communicated.

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

- The development order has been approved: PZ-21-070.
- The Engineering Permit application has not been submitted. The contractor is required to fill out the engineering permit as they are responsible for the site work. The cost estimate can be a bit from Hazen or an engineered estimate from Ms. Buck. The fees have been revised and will go into effect October 1st.
- It was advised that Mr. Weidenmiller is the engineering site inspector.
- The DEP Permit was discussed and it was determined that it was all inclusive with Celedine. A copy of the documentation for it was requested.
- The tentative project schedule for the site work is to be e-mailed to Mr. Allen.
- When tying into the force main the public utilities require a 24-28 hour notice prior to connection and can be coordinated through Mr. Weidenmiller.

- **Testing Requirements:**
 - All density tests over the pipeline are to be submitted to Mr. Weidenmiller.
 - **As-built requirements:**
 - Submit digital preliminary file for review.
 - Final drawings – Submit three (3) paper copies, mylar, disk and signed and sealed digital files/copies of both pdf and the AutoCAD drawing for GIS.
 - Engineer certify and submit.
 - The profiles and drill logs are required on each individual location of direction drill and are to be included in the as-builts.
- **Inspections/Projects Process:**
 - The inspection list will be forwarded.
 - Online inspection scheduling process. Inspections requested before 5:30 a.m. can usually be accommodated the day of.
 - Force main inspection.
 - Online inspection scheduling process.
 - Erosion Control; silt fence and required tree protection required prior to construction. No erosion or sediments are allowed to escape from the open cut situations.
- **Final Inspection Procedures:**
 - 95 percent review and punch list will be provided by Mr. Weidenmiller, followed by the walk-through.
 - Final Inspection.
- Hours of construction for the site work: 7:00 a.m. to 7:00 p.m. and no Sundays.
- It was advised to make the contractors and inspectors aware of any changes or outstanding items.
- Due to Airport Road's busy road traffic through the area and the project's impact on it, a MOT plan is required seven days prior to construction.
- SPRC meets every Wednesday to bring the topic back for discussion and feedback.

IX. Adjournment

The meeting adjourned 10:27 a.m.