

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

**9:00 A.M., December 07, 2022**

The SPRC Meeting commenced at 9:00 a.m. on December 07, 2022.

**I. Attendance**

**Applicants:**

Jody K. Hatheway, Coleman Goodemote  
Robbie Coleman, Coleman Goodemote  
Matt Boone, GPS Civil

**Staff:**

Steven Spraker, Planning Director  
Sarah Cushing, Planner  
David Allen, Planning Civil Engineer  
Cara Culliver, Landscape Architect  
Tom Griffith, Chief Building Official  
Mike Stephenson, Utilities Engineer  
Marcella Miller, Office Manager

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

**A. 88 S. Atlantic Avenue, Ocean Club pre-construction meeting**

Mr. Spraker started the conversation with the introduction of City staff and applicants.

Mr. David Allen led the pre-construction meeting.

The applicants were in attendance, **providing the following** information regarding 88 S. Atlantic Avenue, Ocean Club pre-construction meeting:

- It was discussed that the permit will be paid for today and that the retaining wall costs should be included.
- The plans are to use the existing water service and upgrade the new backflow.
- There will be an inspection manhole in the sidewalk and it will be included in the as-builts.
- It was advised that the project is 3 to 4 weeks out from doing the work and DOT will be contacted regarding the right-of-way (ROW).

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Sarah Cushing, Planner; Mr. David Allen, Planning Civil Engineer; Mr. Mike Stephenson, Utilities Engineer; Mr. Tom Griffith, Chief Building Official; and Ms. Cara Culliver, Landscape Architect, **provided the following** information:

- It was advised that the manhole is acceptable to go into the sidewalk as long as it does not go in past the fence.
- The development order has been approved: PZ-19-026.
- The Engineering Permit BP23-1309 has been approved as of this morning.
- It was advised that Mr. Weidenmiller is the engineering site inspector.

- The tentative project schedule is required.
- Hours of construction for the site work: 7:00 a.m. to 7:00 p.m. Monday through Saturday. No Sunday work permitted.
- **Testing Requirements:**
  - All density tests are to be submitted to Mr. Weidenmiller.
  - Video all storm and sanitary sewer gravity mains and laterals (the pipe that is to tie into the inlet on Bosarvey Drive). A city representative must be present.
  - **As-built Requirements Site Plan:**
    - Submit preliminary digital copy for review. Ensure all pages are digitally signed and sealed.
    - Final drawings – Submit three (3) paper copies, signed and sealed mylar, disk or digital copies of both pdf and autoCAD.
    - Engineer to certify and submit.
- **Inspections/Projects Process: (online with pin # and engineering permit info)**
  - Erosion Control; silt fence at buffers.
  - Construction Fence – all along the site and east side.
  - It was discussed to request by 6:00 a.m. for same day inspections.
  - Detour for utility connections on Florence Street (road closure form and 7-day notice).
  - Designation of construction entrance – off of Bosarvey Drive.
  - Inspections for retaining wall discussed-utilizing the Building Department.
- **Final Inspection Procedures:**
  - 95 percent review, punch list, and walk-through will be provided by Mr. Weidenmiller.
  - Final Inspection.
  - It was advised to make the inspectors aware of any changes or outstanding items as the construction progresses.
- **Utilities:**
  - The location of the bathroom is being relocated to the southwest corner and will be included on the drawings on the bottom right-hand side.
  - The water meter will not be installed until the connection to the sewer.
  - It was advised that the Finance Department has a hydrometer to use prior to the connection.

### III. Adjournment

The meeting adjourned 9:17 a.m.