

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

**9:00 A.M., December 14, 2022**

The SPRC Meeting commenced at 9:00 a.m. on December 14, 2022.

**I. Attendance**

**Applicants:**

Bryan Collyer, Crunch Construction  
Jessica Gow, Cobb Cole Attorneys at Law  
Luke Kilic, Zev Cohen & Associates  
Rob Merrell, Cob Cole Attorneys at Law  
Jake Stehr, Zev Cohen & Associates (via zoom)

**Staff:**

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

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

**A. 121 East Granada Boulevard**

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

The applicants were in attendance and also participated by Zoom, **providing the following** information regarding 121 East Granada Boulevard:

- The applicants apprised staff of their revised plans for the property including a 19-unit development comprised of three bedroom units with less parking and more landscaping than the original plan.
- The amenities are planned for the ground floor.
- It was discussed that 25 parking spaces would go in the front of the building (1.5 parking spaces per unit).
- Only 90 percent of the site shall be impervious surface and the remaining 10 percent required to be landscaped (pervious area). This 10 percent requirement must be on the ground plane of the site and not on the second floor pool area. Planter boxes can count toward the requirement.
- Discussion occurred on the placement and screening of the dumpster. Concepts will be shared and detailed on the site plan. Concepts shared were for a dump truck to be able to get in and out of the site without getting out onto Granada Boulevard and blending the dumpster in with the architecture of the building.
- Regarding landscaping, green area would be out front as well as front wall planter boxes and rooftop greenery. Plans explained to soften the edge along Granada

Boulevard on the ground floor and add planters to the second floor with potted trees. The wall will be landscaped as well. A detailed landscape plan will be shared with staff.

- Geo-tech borings will be used in the drainage plan.
- The parking spaces are planned to be 20' deep on the west side of the building.
- Electric sliding-doors were discussed for the lobby doors so that they do not encroach into the drive lane.
- It was advised that a wall will be on the property line all of the way around the building except for the Starbuck's-side.
- The 10' lot line discussed (building 10' back from the wall).
- It was discussed that the depth of the lot is 330'.
- A fire hydrant will be added to the site.

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:

- A point of concern expressed is that the dumpster appropriate to be seen from Granada Boulevard. Other options should be explored for the dumpster location other than the front area of the building abutting Granada Boulevard.
- It was advised for a detailed site plan to be sent to staff.
- The pervious area is required to be on the ground floor.
- The building elevation requirements were discussed. It was advised to follow the Land Development Code (LDC) downtown design requirements and guidelines of 75' as the maximum allowed height and note it on the plan set and to show compliance.
- Regarding engineering, it was advised to show how the traffic pattern gets through one-way with the walls and door. An auto-turn exhibit is required. 29 parking spaces are required. A detailed discussion regarding parking occurred.
- Regarding utilities; water/sewer, it was advised to show the fire hydrant location and the emergency access for water. The sizing calculation is required for stormwater.
- The description of the lot line and how proposed construction will be built without impacting the neighbors is required.
- The fire department access lane was discussed. It was advised that a fire truck must be able to get within 50' of the door and to the hydrants. If it has to back up more than 150' then a turn-around is required.
- Due to abutting residential, a 6' high wall is required on the backside of the property abutting the golf course.
- Regarding the handicapped parking space, the distance is required from the parking curb stop that is perpendicular to the intersection, from the line to the wall, and then the distance to that line, parallel to the parking lot.
- The lobby area was discussed with concerns expressed for the doors. Concern expressed that the doors will encroach into the drive lane and that there is not enough sidewalk at the doors. A circulations plan is required.

- It was advised to show how the colors and the architectural requirements will be met. It will then be shared with MainStreet.
- The process was explained for the revised site plan to be submitted where it will go through the MainStreet design committee and a neighborhood meeting.

**III. Adjournment**

The meeting adjourned 9:47 a.m.

The SPRC Meeting commenced at 9:49 a.m. on December 14, 2022.

**IV. Attendance**

**Applicants:**

David Morse, Morse Properties Real Estate & Development (via zoom)  
Regan O’Laughlin, Kimley-Horn & Associates (via zoom)

**Staff:**

Steven Spraker, Planning Director  
Howard Bailey, Fire Chief (via zoom)  
Sarah Cushing, Planner  
David Allen, Planning Civil Engineer  
Cara Culliver, Landscape Architect  
Mike Stephenson, Utilities Engineer  
Marcella Miller, Office Manager

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

**B. 1510 U.S. Highway 1, Corner of U.S. Highway 1 and Broadway Ave. Pre-application**

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

The applicants participated by Zoom, **providing the following** information regarding 1510 U.S. Highway 1 Pre-application:

- The site is currently a golf cart store.
- Discussion occurred regarding the drive-through restaurant proposed project for the site.
- Two driveway accesses are planned for U.S. Highway 1.
- The stormwater management areas are in place.
- The depth of the property is determined to be 250’.
- The applicants advised that they meet with the Department of Transportation (DOT) on the pre-application next week.

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

- Regarding landscaping, there is a 36’ greenbelt buffer requirement along U.S. Highway 1 from the property line back. There is a 6’ buffer on the north side and a 10’ buffer on the west side. A 5’ landscape buffer area between the building and the sidewalk area is required. It was advised not to allow retention in the landscape buffer. 20 percent of the site is required to be dedicated to landscaping. Any large or historic bald cypress and live oak trees 36” in diameter are required to be saved. It was advised that any historic tree removal requests have to go through City Commission.
- The roadways on the project require sidewalks and Broadway Avenue must connect to the Flagler Road project sidewalk. It was advised that Broadway Avenue is a county road and to communicate with DOT regarding the sidewalk along U.S. Highway 1.

- Regarding stormwater, it was advised to limit post development to predevelopment's rate and volume and to work with the St. Johns River Water Management District (SJRWMD) and to include nutrient loading in stormwater plans.
- Regarding utilities, it was advised that the property is surrounded by watermains with direction given to submit the flow calculations and advise where a new meter would be needed on U.S. Highway 1, Broadway Avenue or Flagler Avenue. It was advised that utility mapping is available. If needed, applicant to contact staff.
- A lift station onsite is likely required. Force mains are present on three sides of the property. Another option discussed was for the applicant to install a gravity system that would connect to an existing gravity main on Benton Street. Applicant to show where the connection of the gravity or force main will be made on the plans. If the connection will be made on U.S. Highway 1, a DOT permit is required.
- The complexity of the site was discussed with the history of the site in the Interlocal Service Boundary Agreement (ISBA) area. In 2014, the county and city decided that the corridor would be under the city's jurisdiction, therefore annexation is required to connect to the utilities. A sketch and legal of what is being annexed is required.
- The required city architectural standards were discussed and can be researched in section 3-69 of the Land Development Code (LDC).
- The lighting requirements were discussed. 20' height requirement maximum to the top of the light fixture.
- It was discussed that if over 1,000 trips are anticipated per day, a traffic analysis is required.
- The seating configuration is required and it was advised that the parking is based on the seating. The calculation is to be specified on the plans. The impact fees were discussed.
- Signage requirements were discussed. In the greenbelt corridor a monument sign up to 8' in height is allowed (approximately 78 square feet). Two signs are allowed in total, up to 150 percent of the site (not including the sign face).
- Regarding access for the site, it was advised that Broadway Avenue is a Volusia County roadway and is too close to the intersection, therefore it will be easier to use Flagler Avenue as another access.
- It was suggested for fire access circulation to be configured around the property. One bypass lane is required to be 12' wide. The drive-through lane is required to be 10' wide. The minimum access for the firetruck is 20' wide. It was advised that there is a fire hydrant on the south corner of Broadway and U.S. Highway 1. Another hydrant may need to be added to the site with the 300' limitation called for in the LDC.
- 6 spaces are required before the drive-through order-board.
- It was advised that improvements will be made to Flagler Road by another project. It will be widened north from this site. The total width will be 24' wide. The pavement will be expanded along the property line.

## VI. Adjournment

The meeting adjourned 10:20 a.m.

The SPRC Meeting commenced at 10:22 a.m. on December 14, 2022.

**VII. Attendance**

**Applicants:**

Arun Patel, Property Owner  
Patesh Patel, Property Owner

**Staff:**

Steven Spraker, Planning Director  
Howard Bailey, Fire Chief (via zoom)  
Sarah Cushing, Planner  
David Allen, Planning Civil Engineer  
Cara Culliver, Landscape Architect  
Mike Stephenson, Utilities Engineer  
Marcella Miller, Office Manager

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

**C. 1629 West Granada Boulevard, Change of Use Pre-application**

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

The applicants were in attendance, **providing the following** information regarding the 1629 West Granada Boulevard, Change of Use Pre-application:

- The applicants expressed interest in proposing a Mexican street food restaurant at their gas station business in the building that the carwash was operating out of.
- At the current time the building already has plumbing, a grease trap and electricity.
- The carwash onsite is closed and soon the entrance and exit for it will be closed off.
- The emergency exit for the restaurant will be out of the back end of the building.
- No seating is proposed.
- The existing water and sewer will handle the change of use.

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

- It was advised that site improvements and building plans are required for the change of use.
- Regarding landscaping, it was advised that there are landscaping improvement requirements. A landscaping betterment plan is required and should be done by a professional landscape architect. The landscape buffers are as follows: 25' greenbelt buffer along the front on Granada Boulevard; 60' greenbelt buffer off of Interstate 95. Additional buffer information can be found in section 2-75 of the Land Development Code (LDC).
- Discussion occurred on the plumbing and grease trap and it was determined that it would need to be evaluated by an architect and plumber. The gravity main to the lift station may also need to be evaluated.
- Regarding utilities, it was advised that the water usage calculations are required.

- It was suggested to hire an architect and show on the plans how the building will be enclosed. It was advised that the vents cannot be visible from the roadway. They must be shielded if on a roof.
- Regarding permits, it was advised that a site permit is required for the landscaping and a building permit is required for the building plans. No building work is allowed until the permits are completed. A Certificate of Occupancy and Completion will be issued once the building and site work are complete. Following this process a Business Tax Receipt (BTR) will be issued for business operation in the City of Ormond Beach.
- Regarding signage, a 17', 4" monument sign is allowed in the frontage area.
- Staff advised that SPRC is held every Wednesday if the applicants are interested in returning for additional feedback.

**IX. Adjournment**

The meeting adjourned 10:39 a.m.

The SPRC Meeting commenced at 11:00 a.m. on December 14, 2022.

**X. Attendance**

**Applicants:**

Mendel Niasoff, Greater Daytona (via zoom)

**Staff:**

Steven Spraker, Planning Director

Howard Bailey, Fire Chief (via zoom)

Sarah Cushing, Planner

David Allen, Planning Civil Engineer

Cara Culliver, Landscape Architect

Mike Stephenson, Utilities Engineer

Marcella Miller, Office Manager

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

**D. 1079 West Granada Boulevard, Chabad Lubavitch of Greater**

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

The applicants were in attendance, **providing the following** information regarding 1079 West Granada Boulevard, Chabad Lubavitch of Greater:

- Discussion occurred regarding the recent lot combination of 1085 and 1079 West Granada Boulevard and accessory structure proposal to expand the 4-acre church property.
- Interest expressed in expanding the property's play area, adding a splash park, shaded playground, indoor gymnasium and additional parking.

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

- The property that was previously addressed 1085 W. Granada Boulevard is in the R-4 zoning district. Public/Institutional does not allow commercial uses.
- The project will be required to go through a Special Exception process and a public hearing with the Planning Board and City Commission. A neighborhood meeting (for surrounding property owners within a 600' radius) is required to be held following the submittal of the site plan. It was advised that the code has setback requirements as well.
- A new boundary survey as well as wetland, tree, and topographic surveys are required with the assistance of a civil engineer, following the Land Development Code (LDC) parameters. A wall is required with the ability of seeking a wall waiver.
- It was advised that parking can be located outside of the landscape buffer.
- It was directed to hire a civil engineer for a conceptual plan and return to SPRC for further evaluation and feedback.

**XII. Adjournment**

The meeting adjourned 11:15 a.m.