

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

**9:00 A.M., February 15, 2023**

The SPRC Meeting commenced at 9:00 a.m. on February 15, 2023.

**I. Attendance**

**Applicants:**

Mauro Messina, Property Owner (via zoom)  
John Zemball, Zahn Engineering Inc.

**Staff:**

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

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

**A. 1170 N. U.S. Highway 1**

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

The applicants were in attendance, and participated by Zoom, **providing the following** information regarding 1170 N U.S. Highway 1:

- The concept plan was discussed with the proposed plan to build an 18,000-square foot metal building with two roll-up doors to use for a storage facility for disaster relief equipment and to hold outside events for vendors and wedding venues in the existing building.
- The building would also house six semi-trucks.
- Plans were discussed for a concrete slab on the back side for additional parking and for a two-way drive aisle.
- It was advised that the project would have one bathroom, an office inside, with plans to connect to utilities.
- The finished floor elevation will be 20”.
- The property owner and engineer plan to keep the historical tree in mind to work around it in the building process.
- In regards to stormwater, plans to line along the edge and put in as little infrastructure as possible.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Ms. Sarah Cushing, Planner; Mr. David Allen, Planning Civil Engineer; Mr. Tom

Griffith, Chief Building Official; Mr. Chris Walter, Plans Examiner; Mr. Mike Stephenson, Utilities Engineer; and Ms. Cara Culliver, Landscape Architect, **provided the following** information:

- Discussion occurred regarding water, sewer and access. It was advised to ensure a double detector check valve is installed following sprinkler system installation.
- Regarding utilities, it was explained that the force main is showing 2" and it is required to be a 4" minimum when in the City's right of way. It was advised that there is a 10" existing force main and an existing 12" watermain on the west side of US1. A valve at the right of way line is required on the force main as well as a tapping sleeve valve when connecting to the existing force main.
- A fire hydrant is required to be within 300' as a hose lays, to access every side of the building. Applicant to showcase hydrant distance on the plans.
- Regarding building matters, it was advised that anything over 12,000 square feet requires sprinkling. There must be a connection for the fire department within 300' from the back corner of the building. 8" water main required to serve the hydrant. The applicant is required to do a flow test of the existing hydrant with one-day-notice to the City personnel to notify the plant. It was directed to identify if any proposed utilities are going to be maintained privately or by the City if out of the right of way.
- The building set backs were discussed; 10' minimum side yard setback and 20' rear yard setback.
- Regarding landscaping, it was advised that the buffers are: 36' greenbelt buffer along N. U.S. Highway 1; 10' on Wall Street; 6' on the south and west sides. There is a 5' landscape area requirement between the building and the parking. Any clarification on buffers can be reviewed with the City's Landscape Architect, Cara Culliver.
- Regarding parking, it was advised that the applicants can keep what they have because it is non-conforming but existing, but cannot expand. Any new parking has to go into the site. 18 parking spaces are required for the existing and the proposed.
- It was noted that that proposed parking along Wall Street cannot be in the buffer. Off-street parking is not allowed along the right-of-way (ROW). Parking can potentially be in the front.
- The wetland concerns were expressed and it was mentioned that there is a 25' setback requirement from the wetland and upland buffers which must be specified on the plans with the impact shown. If not adhered to it would then go through the mitigation process and the mitigation must be detailed marking the wetlands and showing the impact. It was suggested to bring the building closer to the Wall St. right-of-way (ROW). The setback line should shift 15' parallel to the wall. \*All exhibits should line up and show the same thing.
- The architectural requirements were discussed. Per the Land Development Code (LDC), the architectural requirement of no metal applies only to the building frontage facing N. U.S. Highway 1.
- Storage was discussed and it was advised that if any overflow storage is outside that it will require screening (can store up to 50 percent of the building area).
- A Special Exception is required to do itinerant vending. The parking must be detailed as well as an exhibit of how it will all work together. It is required to be behind the greenbelt buffer and cannot be in the wetlands. The Special Exception process for outdoor activity requires public hearings with the Planning Board and City Commission.

- SPRC is held every Wednesday for any additional inquiries and feedback.

**III. Adjournment**

The meeting adjourned 9:31 a.m.

The SPRC Meeting commenced at 9:32 a.m. on February 15, 2023.

**IV. Attendance**

**Applicants:**

Chris Gmuer, Contractor (via zoom)

**Staff:**

Steven Spraker, Planning Director

Robin Gawel, Senior Planner

Sarah Cushing, Planner

David Allen, Planning Civil Engineer

Tom Griffith, Chief Building Official

Chris Walter, Plans Examiner

Cara Culliver, Landscape Architect

Mike Stephenson, Utilities Engineer

Marcella Miller, Office Manager

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

**B. Elliano’s Coffee at Winn Dixie**

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

The applicant participated by Zoom, **providing the following** information regarding Elliano’s Coffee at Winn Dixie:

- The concept proposal was explained as a drive-through coffee franchise business in the Winn Dixie parking lot off of Granada Boulevard. The business would be leased from the shopping center owner.
- One ADA parking space and area allowing employees to get to the dumpster is planned for the east side of the building.
- There would be no walk-up or outdoor seating.
- The company has franchise locations in Jacksonville, Gainesville, and Georgia.
- The plan shows double-drive throughs in a hurricane motion exhibit.
- The coffee shop sells coffee, pastries and muffins and operates 7 days a week from 5:00 a.m. to 8:00 p.m.
- It was advised that the plan accommodates up to a 6-queue stacking.
- The contractor met with Florida Power and Light (FPL) and discussed the existing electrical line in the back of the 30’ easement.

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

- The parking was discussed and it was advised that the overall parking calculation is required. Being that the parking is on a multimodal corridor, a 20 percent parking reduction applies for reduction from the overall total.

- When doing improvements, a betterment plan is required with the City landscape architect, Ms. Cara Culliver as the city reviewer. The plans are required to show how the landscape standards are being met.
- Furthermore, regarding landscaping, the landscape islands must be planted or replanted with extra attention on the Granada Boulevard and Orchard Street frontage buffers. Landscape treatment and a wall is required around the dumpster enclosure.
- The citywide architectural standards were noted and can be found in Section 3-69 of the Land Development Code (LDC). A note on the elevation drawings need to demonstrate how one of these design styles will be met.
- The 6-queue length was discussed as a point of concern. It was advised that the box requires 6 spaces in a circular route plan and it was noted to not block the access points. It was emphasized that the parallel drive aisle is a major corridor through the shopping center due to the outparcel and drivers moving in and out. Stacking should not affect the lane as it is a major access point from Orchard Street. If this point is argued it can go through a public hearing process in front of the Planning Board and City Commission.
- Regarding utilities, it was advised that there is an existing 8” gravity main on Granada, and an existing 16” watermain on the south side of Granada In addition to these utilities, there are also private water and sewer lines on the property currently serving the shopping center. To utilize the existing private utilities, an agreement must be signed with the current private utility owner. Private utilities must be maintained by one owner. Connection to the existing private sewer would be through the parking lot to the east. An estimation of how many gallons of water usage per day and what is going to the lift station is required from the applicant.
- SPRC is held every Wednesday for any additional inquiries and feedback.

**VI. Adjournment**

The meeting adjourned 9:58 a.m.

The SPRC Meeting commenced at 10:00 a.m. on February 15, 2023.

**VII. Attendance**

**Applicants:**

Luke Kilic, Zev Cohen & Associates  
Howard Lefkowitz, Manchester Communities  
Mr. Bass, Manchester Communities

**Staff:**

Steven Spraker, Planning Director  
Robin Gawel, Senior Planner  
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. Manchester at Granada, 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 Manchester at Granada, Pre-application:

- The concept for the 18.96-acre property was discussed with the goal of creating a plat for a fee-simple, attached single-story, single-family home development of 84 units on 12.69 acres (excluding the FPL easement to the east). It was advised that the church on the property owns the property plus the additional 3.5 acres to the west of the proposed development.
- Elimination of the driveway access from Granada Boulevard was discussed, with utilization of the common access from the Manchester development.
- It was discussed and determined that the property originally had two separate lots prior to a recent lot split from the church parcel.
- The northeast portion of the site was mentioned to be in the flood plain.
- Regarding stormwater drainage, the plan discussed is to lease the FDOT pond to utilize it for making up a capacity smart-weather system due to the limited capacity of land. The upland area will be used for a compensating storage pond to tie into the flood zone.
- Regarding traffic, it was mentioned that 250 trips per day are expected.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; 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:

- Following discussion, it was suggested to vacate the Volusia County roadway from Granada Boulevard and Old Tomoka Road to the Imperial Foam access point. The

property is abutting a nonconforming right-of-way (ROW). It was suggested was to work with Hunter's Ridge.

- The stormwater requirement was discussed. It was advised that if bringing access from residential, have to cross drainage ditch.
- Regarding parking, the calculation is 1.5 spaces per unit with a waiver which typically requires 2 spaces, and should include overflow parking.
- The density concerns were expressed. Suburban Low Density Residential (SLDR) requires a holding capacity analysis which will determine the density (SLDR is up to 6 units per acre).
- To utilize space for parking, the west side of the church where there are unused uplands and acreage were discussed. It was advised that they would have to move the lot line from the church into the residential lot for any credits.
- With the Planned Development process there is a 20 percent natural open space and recreation requirement. The FPL easement cannot be used to meet this requirement due to being cleared and devoid of trees.
- The FPL easement was discussed and deemed cleared and could be used for natural tree preservation.
- It was discussed that Old Tomoka Road is a County-road and would require the County to vacate it. The applicants were encouraged to vacate the roadway from Granada Boulevard to the Imperial Foam business area.
- It was mentioned that the County may require the applicants to dedicate a 12.5' strip of land to bring Old Tomoka Road into a conforming right-of-way (ROW).
- Regarding landscaping, a 36' foot greenbelt buffer is required along Granada Boulevard and a 10' landscape buffer along Old Tomoka Road. The church layout is not meeting the greenbelt requirement.
- The typical right-of-way vacation process was explained. A sketch and legal description, letter of objections from the utility providers, and three public hearings before the Planning Board and City Commission are required to vacate.
- It was discussed and emphasized that high-density residential uses are not preferred in this specific area.
- SPRC is held every Wednesday for any additional inquiries and feedback. SPRC review time is said to be every two weeks. The public hearing process could take up to three to four months with a total process-time of 6 month total.

**IX. Adjournment**

The meeting adjourned 10:34 a.m.

The SPRC Meeting commenced at 10:40 a.m. on February 15, 2023.

**X. Attendance**

**Applicants:**

Bill Partington

**Staff:**

Steven Spraker, Planning Director

Robin Gawel, Senior Planner

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. 2341 West Granada Boulevard, Pre-application**

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

The applicant was in attendance, **providing the following** information regarding 2341 West Granada Boulevard, Pre-application:

- It was discussed and determined that a portion of the property is in the City and a portion of the property is in the County.
- There is a cell communication tower on 8,500 square feet of the property with a 500' access easement. The desire is to have a building for retail sales and warehouse-use on the triangle portion of the property to the west of the tower on the approximate 14,000-square-foot-parcel to the right of the tower.
- Interest expressed in making an access on State Road 40 for the site and knowing the available utilities for the site.
- It was advised that there are no wetlands on the property and it is not in the flood zone.
- Stormwater was discussed and the property owner may do underground storage on the land to the west of the communication tower.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; 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, it was advised that the landscape buffers are as follows: 25' along Granada Boulevard in the greenbelt buffer; and 6' on the other two sides. It was directed to adhere to the 15 percent tree preservation on the heavily wooded site. This site would need to meet this 15 percent requirement.
- The building setbacks were also discussed: 51' along the front; 20' along the rear; and 30' on the east side.
- It was advised that the driveway cannot go the full length of the greenbelt buffer, therefore would need a separate access point into the parcel.



- It was suggested to communicate with the Department of Transportation (DOT) to see what they will allow.
- Regarding utilities, it was advised that there is a 16" watermain on the south side and would require an FDOT permit. Sewer is not available. At a later date there may be a force main in the area. If interested in a septic tank, applicant would be required to apply for one through the Volusia County Health Department.
- It was discussed that for the portion of the parcel that is in Volusia County could be annexed into the City and have a uniform B-2 City zoning district.
- Regarding parking, it was advised that the Retail parking calculation is one space for every 250 square feet of gross floor area.
- The height requirement limit of 30' was advised.
- It was suggested to work with a civil engineer for a concept plan for the buildable area calculation on the property. It was noted that contractors that the city has worked with are listed in the Monthly Development Report on the City of Ormond Beach website.
- SPRC is held every Wednesday for any additional inquiries and feedback.

**XII. Adjournment**

The meeting adjourned 10:55 a.m.