

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

9:00 A.M., February 22, 2023

The SPRC Meeting commenced at 9:00 a.m. on February 22, 2023.

I. Attendance

Applicants:

Steve Curtis, Property Owner

Staff:

Steven Spraker, Planning Director

Sarah Cushing, Planner

David Allen, Planning Civil Engineer

Tom Griffith, Chief Building Official

Cara Culliver, Landscape Architect

Marcella Miller, Office Manager

II. Meeting with Applicants – Scheduled Items for Review

A. Granada Plaza Parking Overlay (Beachside)

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

The applicant was in attendance, **providing the following** information regarding the Granada Parking Overlay:

- The property owner relayed the information that the center was built in the 1960s and that there are proposed plans to enhance the parking lot, overlay of the pavement, redoing the layout, as well as incorporate outdoor seating, evaluate underground utilities and replace the necessary utilities.
- It was advised that there is an existing irrigation system and improvements for it will be researched for the landscape islands.
- It was discussed that the sewer was redone and that there will be promotion of better drainage in the plan. At the current time there is a raised modified drainage system in the parking lot.
- There will not be a reduction in parking other than the two parking areas that are gone now due to the parking lot ATM machine.
- The two-way existing drive aisle was discussed.
- The entrances and exits off of State Road 40 will be evaluated for improvement as well.
- It was advised that the Starbucks would be excluded and the Outback Restaurant will be researched for any improvements, if any.

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

- Following discussion, it was determined that the process would go through staff approval through the Site Plan Review Committee (SPRC).
- It was encouraged to work with a civil engineer for plans that show the desired utility work and lot layout.
- Regarding landscaping, it was advised that every 10 spaces requires a landscape island if the parking layout is redesigned.
- Regarding building matters, the CBO will communicate with the Fire Department regarding the current drive aisle minimum standards for fire lanes. It was advised that the access lanes are required to be 20' wide and that a fire truck must be able to get within 50' to the door of the building.
- The drainage was discussed and it was explained that being that it is 95 percent paved, there will be no requirement to do anything. There was discussion that the perforated pipe may be replaced and underground storage may be incorporated.
- The Outback Restaurant customer parking, including ADA parking concerns were expressed and it was suggested to possibly look into a one-way drive with angled parking.
- It was advised to look into an accessible route from the building to the right-of-way (ROW), from the sidewalk into the center for a dedicated path for pedestrians.
- The Department of Transportation (DOT) is eventually putting in a lighted midblock crossing on the road near the Starbucks and Outback Restaurant.
- SPRC is held every Wednesday for any additional inquiries and feedback.

III. Adjournment

The meeting adjourned 9:29 a.m.

The SPRC Meeting commenced at 9:58 a.m. on February 22, 2023.

IV. Attendance

Applicants:

Doug Diamond, Tomoka Christian Church (via zoom)
Lance Frank, Scout Solar (via zoom)
Armando Grijalva, Scout Solar (via zoom)
Dania, Scout Solar (via zoom)

Staff:

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

V. Meeting with Applicants – Scheduled Items for Review

B. Tomoka Christian Church Solar Project

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

The applicants participated by Zoom, **providing the following** information regarding Tomoka Christian Church Solar Project:

- It was discussed that Tomoka Christian Church is proposing to create barrier accessory structures so that kids (children and youth group) can get out of the inclement weather by putting up two solar structures, 9,278 square feet each, for playground shade and for a team area for meeting groups. The solar structures will be a ground mounted system with metal decking, a gutter system and panels, with access points to the roof all around it.
- It was advised that the setback to the property line is 100' with a 30' setback on the sides.

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

- Following discussion, as an accessory structure, per the Land Development Code (LDC) guidelines, the proposed structures cannot be 30' from the side and rear property lines. The estimated setback must be shown on the drawing how it meets a house of worship accessory structure zoning setback.
- Regarding building matters, per the Florida Fire Code, and per NFPA1 building code guidelines, for clearances, it states that a clear area of 10' is required around the ground mount. It was directed to review the codes for compliance. The fire emergency access required pathways were discussed.

- It was suggested to be mindful of what water will be sent to the stormwater management system and show how the connection is being made.
- It was advised that a building permit will be required and can be turned around in approximately 5-7 days, depending (up to 14 days maximum), following submitting an engineered stormwater modification plan to show that the additional area does not trip any stormwater issues. It was reiterated that site plan is required to show setbacks and that the structures are not within the 30' setback regulation requirements.
- SPRC was said not to be a required process for the accessory structures proposal at hand. Mr. Griffith, CBO, will follow up with the Fire Department to get a review of the codes for the applicants and Ms. Cushing, Planner, will share the latest site plan with the applicants.

VI. Adjournment

The meeting adjourned 10:20 a.m.

The SPRC Meeting commenced at 10:30 a.m. on February 22, 2023.

VII. Attendance

Applicants:

Modestine Powers, Property Owner (via zoom)

Staff:

Steven Spraker, Planning Director

Sarah Cushing, Planner

David Allen, Planning Civil Engineer

Tom Griffith, Chief Building Official

Chris Walter, Plans Examiner

Cara Culliver, Landscape Architect

Marcella Miller, Office Manager

VIII. Meeting with Applicants – Scheduled Items for Review

C. 184 Tomoka Avenue Change of Use

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

The applicant participated by Zoom, **providing the following** information regarding Tomoka Avenue Change of Use:

- It was determined that the property has split zoning, B-4 General Commercial in the front and R-3 Residential in the rear.
- It was advised that the residential structure was left to Ms. Power’s family and now they are interested in learning what they can do with the property as far as leasing it for commercial purposes and or possibly a transition into an Airbnb.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Sarah Cushing, Planner; Mr. David Allen, Planning Civil Engineer; Mr. Tom Griffith, Chief Building Official; Mr. Chris Walter, Plans Examiner; and Ms. Cara Culliver, Landscape Architect, **provided the following** information on Tomoka Christian Church Solar Project:

- It was discussed that B-4 allows retail, restaurants, personal services and offices.
- The City of Ormond Beach defines short-term rentals as Transient Lodging and a period of anything less than six months. In regards to the Airbnb inquiry, this would be a Transient Lodging use and is permitted within the B-4 zoning district. However, if this use is pursued, then the property owner will abandon the ability to use the home for residential long-term living in the future.
- If changing the use to commercial, the business would require site improvements including parking, landscaping, and ADA compliance for parking, building access and restrooms. It was discussed and determined that for Airbnb use, additional or ADA parking is not required, and this use may be the most viable for the property if the owner wants to pursue commercial endeavors.
- It was discussed that licensed contractors are required if planning a change of use from Residential to Commercial. Painting or cosmetic-type work on the property is acceptable only if keeping it residential on their own.

- It was discussed that a Business Tax Receipt (BTR) is required as well as a state-permitted license for a commercial business and Airbnb.
- SPRC is held every Wednesday for any additional inquiries and feedback.

IX. Adjournment

The meeting adjourned 10:43 a.m.