

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

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

The SPRC Meeting commenced at 8:58 a.m. on March 15, 2023.

**I. Attendance**

**Applicants:**

Mike Underwood, ML Underwood Construction

**Guest:**

John Bozzo, Hometown News (via zoom)

**Staff:**

Steven Spraker, Planning Director

Sarah Cushing, Planner

David Allen, Planning Civil Engineer

Jason Weidenmiller, Site Inspector

Chris Walter, Plans Examiner

Mike Stephenson, Utilities Engineer

Marcella Miller, Office Manager

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

**A. 1240 West Granada Boulevard, Complete Cardiology Expansion, Pre-construction**

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

Mr. Allen led the pre-construction meeting.

The applicant was in attendance, **providing the following** information regarding the 1240 West Granada Boulevard, Complete Cardiology Expansion, Pre-construction Meeting.

- The site work and building improvement changes to the utilities and paving were discussed.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Sarah Cushing, Planner; Mr. David Allen, Planning Civil Engineer; Mr. Jason Weidenmiller, Site Inspector; Mr. Chris Walter, Plans Examiner; and Mr. Mike Stephenson, Utilities Engineer, **provided the following** information on the 1240 West Granada Boulevard, Complete Cardiology Expansion:

- The development order has been approved: PZ-22-090.
- The Engineering Permit BP 23-3089, two separate permits, will be issued (one site plan and one building-related).
- It was advised that Mr. Weidenmiller is the engineering site inspector.
- The tentative project schedule including the site work for the site work is to be e-mailed to Mr. Allen by the Contractor.
- Hours of construction for the site work: 7:00 a.m. to 7:00 p.m. Monday through Saturday. No Sundays work permitted.

- It was advised to be mindful of the trees around the driveway when construction is taking place and not to track dirt out on the driveway and road when removing and repairing the pavement.
- **Testing Requirements:**
  - All density tests are to be submitted to Mr. Weidenmiller.
  - **As-built Requirements Site Plan:**
    - Surveyor to submit digital copy for review.
    - Final drawings – Submit three (3) paper copies, signed and sealed mylar, disk or digital copies of both pdf and autoCAD.
    - Engineer certify and submit.
- **Inspections/Projects Process: (online with pin # and engineering permit info)**
  - Erosion Control; silt fence at buffers, (all) and required tree protection required prior to construction.
- **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:**
  - No utility connections at this time. It was advised that if a water meter needs to be changed to advise utilities.

### III. Adjournment

The meeting adjourned 9:17 a.m.

The SPRC Meeting commenced at 9:25a.m. on March 15, 2023.

**IV. Attendance**

**Applicants:**

Jalpesh Patel, Business Owner

Mital Sarajya, SVN Alliance Commercial Real Estate Advisors

**Guest:**

John Bozzo, Hometown News (via zoom)

**Staff:**

Steven Spraker, Planning Director

Becky Weedo, Senior Planner

Sarah Cushing, Planner

David Allen, Planning Civil Engineer

Chris Walter, Plans Examiner

Mike Stephenson, Utilities Engineer

Marcella Miller, Office Manager

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

**B. 1041 and 1049 N. U.S. Highway 1, J. Discount Beverage 2, 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 1041 and 1049 N. U.S. Highway 1, J. Discount Beverage 2, Pre-application:

- It was discussed that the property is in the B-8 zoning district.
- The applicant was cited by the City Neighborhood Improvement Division (NID) for code enforcement, therefore the business owner is interested to know what he can do on his property to allow itinerant vending/parking during special events.
- Plans were discussed to repair the business monument sign face where it was damaged from the 2022 hurricanes.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Becky Weedo, Senior Planner; Ms. Sarah Cushing, Planner; Mr. David Allen, Planning Civil Engineer; Mr. Chris Walter, Plans Examiner; and Mr. Mike Stephenson, Utilities Engineer, **provided the following** information 1041 and 1049 N. U.S. Highway 1 Pre-application, J. Discount Beverage 2:

- It was explained that Neighborhood Improvement Code Enforcement matters are complaint driven.
- It was advised that outdoor storage and RV and Boat Storage are not allowed in the B-8 zoning district. They are only allowed in the Industrial zoning district. It was explained that if the business is interested in this that the process would be to go through a Planned Business Development (PBD) for rezoning. A masonry wall and neighborhood meeting would then be required, as part of the process. Paving and stormwater would also be required.
- Due to the property at 1041 N. U.S. Highway 1 being grandfathered in, the itinerant vending/parking during special events is allowed with a Host Permit Application for

outdoor activity. The host permit can be done annually with the Business Tax Receipt (BTR) renewal by the property owner.

- Discussion occurred regarding 1041 N. U.S. Highway 1, and it was advised that the monument sign is non-conforming and if there were ever plans in the future to improve and expand the building, architectural standards would then apply.
- It was advised that grading and tree removal cannot occur on the vacant lot at #1049. This can be discussed at a later date with Ms. Cara Culliver, Landscape Architect for the City of Ormond Beach. All that can be done at this time is to take out any unkept areas or underbrush only on that lot. Ms. Culliver can review the Tree Permit Application and Underbrush Permit Application and walk the site for further explanation with the applicants.
- Regarding the vacant lot located at 1049 N. U.S. Highway 1, it is a stand-alone parcel and vacant parcels are not permitted to do itinerant vending on it. A Special Exception is an option by combining the lot with #1041, or establishing a business with a specific use on it.
- The disadvantages were explained with a non-conforming lot as it would require stormwater and landscaping.
- Regarding utilities, there is an existing 12” watermain on the west side of US1 and a 12” force main on the east side of US1. If interested in connecting to sewer, a lift station would be required. Making any connections to utilities in the US1 right of way would require a DOT permit. Signed and sealed plans from a licensed engineer would be required for the permit review, site plan approval process, and also for the contractor to do the utility connections, followed by impact fee requirements.
- The Commercial business code restrictions were explained and apply to all. A boat or RVs owned by the business owner are not allowed to be *stored* on the site. It was advised that a business-related vehicle/van can be parked and *stored* on the site only.
- Fencing was discussed and it was advised that chain-link fencing is not allowed on the vacant lot in the Commercial zoning district. A rail-type or wrought-iron fence is allowed.

## **VI. Adjournment**

The meeting adjourned 10:03 a.m.