

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

9:30 A.M., March 29, 2023

The SPRC Meeting commenced at 9:30 a.m. on March 29, 2023.

I. Attendance

Applicants:

Jorge L. Clark, Cable Wizard

Staff:

Steven Spraker, Planning Director

Sarah Cushing, Planner

David Allen, Planning Civil Engineer

Tom Griffith, Chief Building Official

Cara Culliver, Landscape Architect

Mike Stephenson, Utilities Engineer

Marcella Miller, Office Manager

II. Meeting with Applicants – Scheduled Items for Review

A. 200 and 121 Highland Avenue Proposed Improvements

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

The applicant was in attendance, **providing the following** information regarding 200 and 121 Highland Avenue Proposed Improvements.

- The applicant expressed interest in purchasing three adjoining properties on Highland Avenue for a commercial business to sell retail and wholesale landscaping items such as decorative rocks and potted, native, Florida palm trees.
- It was advised that the house on the property and the aesthetics of the yard and front wrought-iron fencing would stay the same. A portion of the existing wood fence on the south side would be moved to the east side of the house where the fencing at that location is in poor condition.
- It was discussed that the applicant is interested in cleaning up the vacant lot, 121 Highland Avenue.
- A separate inquiry was discussed regarding the applicant's interest in 1629 W. Granada Boulevard (across from Interstate 95) for a possible future business. *It was discussed that outdoor storage is not allowed at this location as this property is in the B-7 Commercial zoning district (Hotels, Commercial Services, Office). This would require a change of use from a gas station. A concept plan would be required to discuss further.*

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. Mike Stephenson, Utilities Engineer; and Ms. Cara Culliver, Landscape Architect, **provided the following** information:

- Following discussion, it was advised that the property is in the entrance of a residential area and that the property went through a Special Exception for the current use and display area out front of the property as outdoor displays are not allowed in this zoning district.
- A Special Exception is required for expanding the use for outdoor display and sales of rocks and trees/outdoor storage, as well as any parking improvements. This process entails a neighborhood meeting by notifying everyone within 600' of the property and public hearings in front of the Planning Board and City Commission.
- It was explained that a survey is required that shows the boundaries of the three properties. The hiring of a professional engineer and architect was suggested for concept and site plans.
- Following the applicants inquiry on the matter, it was advised that a title search or survey will show the utility easements and regarding questions about the utility poles, they can be researched with Florida Power & Light (FPL).
- Regarding fencing, it was advised that chain-link fencing is no longer allowed in the Commercial zoning district, therefore if taken out, it cannot be removed or reinstalled. Acceptable fencing is wrought-iron, rail and aluminum fencing.
- Parking is required to be internal on the site. Grass-parking is not allowed on the property. It was explained that if there has been grass-parking, it is due to no complaints on it. City code enforcement takes place when complaints are reported to the Neighborhood Improvement Division (NID).
- Regarding landscaping, it was advised that there is a 10' landscape buffer along the front of the property and a 6' landscape buffer along the west side. Landscaping is encouraged on the front of the property and on the west buffer.
- Regarding utilities, the sanitary sewer gravity line goes to the west side of the property in the utility easement. The easement cannot be impeded. No storage would be able to go in this area.
- It was advised that over 1,000 square feet of any hard surface area, requires stormwater and can be done through a swale.
- The driveway requirement is 20' wide and the drive aisle is 24' wide.
- It was discussed that the lots would be required to be combined for the use.
- SPRC meets every Wednesday for additional comments or feedback following hiring an engineer and landscape architect.
- Staff will share Special Exception information and the process flowchart with the applicant.

III. Adjournment

The meeting adjourned 10:06 a.m.

The SPRC Meeting commenced at 10:10 a.m. on March 29, 2023.

IV. Attendance

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

V. SPRC discussion of fence setback requests

B. 91 N. Arbor Drive and 377 Flormond Avenue

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:

- Property owners have submitted requests for consideration for fences on their property lines where the fences abut the rights-of-way.
- 91 N. Arbor Drive is interested in replacing the chain-link fence currently on the property with privacy wood-fencing. Applicant provided additional images and written request for this fence waiver.
- 377 Flormond Avenue is interested in placing fence up to ROW line and provided images to support the request.
- A recent LDC amendment allows SPRC to waive setback requirements if the request does not impact utilities, visibility, traffic flow, or sidewalks.
- Following staff discussion, it was determined there are no objections to the requests as it will not cause issues, and the requests pass for the fence permit applications to construct and go to final.

VI. Adjournment

The meeting adjourned 10:25 a.m.