

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

9:00 A.M., December 11, 2019

The SPRC Meeting commenced at 9:00 a.m. on December 11, 2019.

I. Attendance

Applicants:

Steve Buswell, Parker Mynchenberg & Associates
Gabe Schultz, ARCO
Joe, Halifax Paving

Staff:

Steven Spraker, Planning Director
Robin Gawel, Senior Planner
Noel Eaton, Senior Planner
David Allen, Planning Civil Engineer
Jason Weidenmiller, Engineering Inspector
Cara Culliver, Landscape Architect
Tom Griffith, Chief Building Official
Marcella Miller, Office Manager

II. Meeting with Applicants – Scheduled Items for Review

A. Pre-construction meeting - S.R. Perrott

Mr. Steven Spraker, Planning Director, started the conversation and introductions of the City staff and applicants.

Mr. David Allen, Planning Civil Engineer, reviewed the agenda and opened up the SPRC meeting and discussion, for the pre-construction meeting of S.R. Perrott.

Mr. Steve Buswell, Parker Mynchenberg & Associates, provided the following information regarding the pre-application process for S.R. Perrott.

- The project has an approved St. Johns River Water Management permit.
- The contractor shall retain a third party inspector for the tilt wall construction.
- The applicant has obtained a permit for the site construction trailer. There was a discussion regarding obtaining power to the trailer.
- Trailer parking will be parallel to U.S. Highway 1 near the driveway.
- There will be construction entrance with rock and a tire wash using the existing fire hydrant.
- The project is expected to take four months for construction.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Mr. Tom Griffith, Chief Building Official; Mr. David Allen, Planning Civil Engineer; and Mr. Jason Weidenmiller, Engineering Inspector, stated the following:

- The Development Order for the site work has been approved.
- The Engineering Permit #20-01321 is available on the ProjectDox website upon payment of the fees.
- There are two permits, one for the site, and one for the building, each with their own set of inspections.
- Mr. Jason Weidenmiller is the Engineering Inspector on the project.
- The permit was approved 12/10/19, inspections will be on the placard.
- Direction given to schedule inspections online. (Schedule inspection(s) prior to 5:30 a.m. for same day inspection)
- There are no new services required for utilities.
- Mr. Allen requested a written tentative project schedule to be sent to him.
- Testing requirements:
 - Density tests to be submitted to Mr. Weidenmiller.
 - Video all storm sewer pipe and email to Mr. Weidenmiller who will forward it to Mr. Allen.
 - As built requirements:
 - Submit the preliminary as-builts digitally for review.
 - Final – submit three paper copies, mylar signed and sealed, disk of PDF and ACAD for GIS.
 - Engineer to certify and submit.
- Inspections/Project Process:
 - Erosion Control; silt fence required prior to construction.
 - Designation of Construction Entrance.
 - No tracking out to U.S. Highway 1.
 - Tree protection to be in place prior to the commencement of construction for existing trees close to construction as shown in the plan, prior to grading, and after the silt fence.
- Final Inspection Procedures:
 - 95% punch list.
 - Final inspection.
- Direction for the coordination of the Florida Department of Transportation inspector with Mr. Weidenmiller when making the connections to the North U.S. Highway 1.
- The light poles are on the Building Permit. The site light underground conduit inspection will also need to be done.
- Direction given that if there are any changes or outstanding items to make contractors/inspectors aware of.

III. Adjournment

The meeting adjourned at 9:30 a.m.

IV. Attendance

Applicants:

Harry Newkirk, Newkirk Engineering

Joe Weber, Weber Construction

Staff:

Steven Spraker, Planning Director

Robin Gawel, Senior Planner

Noel Eaton, Senior Planner

David Allen, Planning Civil Engineer

Cara Culliver, Landscape Architect

Tom Griffith, Chief Building Official

Jason Weidenmiller, Engineering Inspector

Marcella Miller, Office Manager

B. Shoppes at Granada Pointe, 550 W. Granada Blvd.

The SPRC meeting commenced at 9:30 a.m. Mr. Steven Spraker, Planning Director, opened the second SPRC meeting and discussion, this one for the Shoppes at Granada Pointe.

Introductions were made of the City staff and applicants.

Mr. Harry Newkirk, Newkirk Engineering; and Mr. Joe Weber, Weber Construction, provided the following information regarding the Shoppes at Granada Pointe, 550 W. Granada Blvd.

- All comments have been resolved on ProjectDox for the Shoppes at Granada Pointe project.
- Mr. Newkirk expressed that he understands that they need a Water Permit for 9 meters.
- There was a desire to finalize the north side of the Granada Pointe project.
- Mr. Weber will submit the information on the culvert to Mr. Newkirk.
- Mr. Newkirk will look at the as-builts for the Granada Pointe project and provide any missing information.
- There was a discussion regarding the medians in West Granada Boulevard. The applicants detailed what had occurred during construction. There was concern that in order to connect the medians an underground bore of over 900' would be required. The applicants were available to further discuss the irrigation issues with the medians. It was suggested that separate meters in each island could provide a water source.
- Requested plans showing irrigation design to show what needs to be put in the medians.
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Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Mr. David Allen, Planning Civil Engineer; Ms. Cara Culliver, Landscape Architect; Mr. Tom Griffith, Chief Building Official; and Mr. Jason Weidenmiller, Engineering Inspector, discussed the following:

- The City does not have all of the as-builts for the north side, other than grading information. Mr. Allen will be in touch on what he has and work on the closeout.
- The plans detailed that the medians were to be modified and reconnected. There are concerns as they are inoperable. Ms. Culliver will see if there is any irrigation from

Orchard Street to Nova Road. The plan is for The City to put shrubbery and a Mejool Palm in the west median, and St. Augustine grass with spray heads in the other median.

- A follow up meeting will be set up to include Mr. Holub.

V. **Adjournment**

The meeting adjourned at 9:55 a.m.

VI. Attendance

Applicants:

Randy Melvin, Core Construction

Jeff Bell, Core Construction

Jason Coffel, Antares

Staff:

Steven Spraker, Planning Director

Robin Gawel, Senior Planner

Noel Eaton, Senior Planner

David Allen, Planning Civil Engineer

Cara Culliver, Landscape Architect

Tom Griffith, Chief Building Official

Jason Weidenmiller, Engineering Inspector

Marcella Miller, Office Manager

C. Pre-construction review meeting – Antares

The SPRC meeting commenced at 10:00 a.m. Mr. Steven Spraker, Planning Director, opened the SPRC meeting and discussion, this one for the pre-construction review meeting for Antares of Ormond Beach Assisted Living & Memory Care.

Introductions were made of the City staff and applicants.

Mr. David Allen, Planning Civil Engineer, reviewed the agenda and opened up the SPRC meeting and discussion, for the pre-construction review meeting for Antares.

Mr. Randy Melvin and Mr. Jeff Bell of Core Construction, and Mr. Jason Coffel, Antares, provided the following information regarding the pre-construction of Antares.

- Plans to clear the property in the next two weeks by 12/27/19.
- One week notice will be given to the city prior to clearing.
- Currently looking at different walls.
- The plan is to have opaque covering for the construction fencing. White screening will be in place for construction fencing along ROW on 12/23/19.
- Clearing just the entrance, not the underbrush.
- Concerns about the three specimen trees on the south side directed to save, as the current plan shows the storm lines will cut through the root systems.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Mr. David Allen, Planning Civil Engineer; Ms. Cara Culliver, Landscape Architect; Mr. Tom Griffith, Chief Building Official; and Mr. Jason Weidenmiller, Engineering Inspector, discussed the following:

- The Development Order has been approved.
- The Engineering Permit #18-6346 is available on the ProjectDox website.
- The permit was approved, inspections will be on the placard.
- Direction given to schedule inspections online. (Schedule inspection(s) prior to 5:30 a.m. for same day inspection)

- With parking lot lighting, there is going to be an underground conduit inspection on both permits.
- Mr. Jason Weidenmiller is the Engineering Inspector on the project.
- Direction to send tentative project schedule to Mr. Allen.
- Utility Department needs 24-48 hour notice for the force main or potable water taps. This can be scheduled through Mr. Weidenmiller. (not to be scheduled on Fridays or weekends)
- Testing requirements:
 - Density tests to be submitted to Mr. Weidenmiller.
 - Video all storm drains and sewer and sanitary sewer gravity mains and laterals up to the cleanout of the building, and email to Mr. Weidenmiller who will forward it to Mr. Allen.
 - As built requirements:
 - Submit the preliminary as-builts digitally for review.
 - Final – submit three paper copies, mylar signed and sealed, disk of PDF and ACAD.
 - Engineer to certify and submit.
- Inspections/Project Process:
 - Erosion Control; silt fence required prior to construction.
 - Designation of Construction Entrance – no entrance off Kingsbridge.
 - Tree Protection to be in place prior to the commencement of clearing.
- Final Inspection Procedures:
 - 95% punch list.
 - Final inspection.
- Direction given that if there are any changes or outstanding items, to make contractors/inspectors aware of.
- Items of concern:
 - Regarding the three specimen trees on the south side – direction given to have evaluation done of the rear buffer and review alternatives as the project is under construction.
 - The tree protection along West Granada Boulevard, and the tree protection/underground work along the south property line.
 - The wall along the residential south property line is 6', and the residents are asking for 8'. The City will seek to amend the code to allow it, but have not heard back from Antares.
 - The irrigation on the Kingsbridge side.
- An inspection will be added for the fencing to the permit.

VII. Adjournment

The meeting adjourned at 10:40 a.m.

VIII. Attendance

Applicants:

Haluk “Luke” Kilic, Zev Cohen & Associates
Steve Sigala, Bomar Construction
Chris Seilkep, YMCA
Ryan Radeti, BPF Design

Staff:

Steven Spraker, Planning Director
Robin Gawel, Senior Planner
Noel Eaton, Senior Planner
David Allen, Planning Civil Engineer
Cara Culliver, Landscape Architect
Tom Griffith, Chief Building Official
Jason Weidenmiller, Engineering Inspector
Marcella Miller, Office Manager

D. Pre-application meeting – YMCA, Phase III

The SPRC meeting commenced at 10:41 a.m. Mr. Steven Spraker, Planning Director, opened the SPRC meeting and discussion, this one for the pre-application meeting for Phase III of the YMCA, Ormond Beach.

Introductions were made of the City staff and applicants.

Mr. Luke Kilic, Zev Cohen & Associates, provided the following information regarding the pre-application for Phase III of the YMCA, adding a building addition for their after school program.

- The building is planned to be attached to the existing building on the east of the facility.
- The playground will be relocated on the other side of the building, adjacent to the parking lot.
- Plans to blacktop and restripe the parking lot, adding handicap spaces.
- Landscaping will be added to the front of the building.
- A future expansion was planned so there is an extension for the sewer cleanout.
- Water and electric will be connected internally from the existing building.
- Regarding Stormwater treatment and storage, plans to provide St. Johns Water District calculations showing not increasing impervious area.
- Replacing existing sidewalk.
- A tree survey will be done for the trees impacted; Maples and Palm Trees.
- The architects are proposing revisions to the front of the building.
- The survey will include the parking calculations and provide how many children the building will accommodate.
- The dog park parking excess can be included as part of the parking for the overall facility.
- The A/C units will be relocated to the roof of the proposed kids care building. They will be shielded and there will be roof access and a service ladder.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Mr. David Allen, Planning Civil Engineer; Ms. Cara Culliver, Landscape Architect; Mr. Tom Griffith, Chief Building Official; and Mr. Jason Weidenmiller, Engineering Inspector, discussed the following:

- The City would like the overall parking calculation, including the dog park calculation.
- Advised about the flexibility in submitting the Building Permit application as an earlier review or following the Site Plan approval.
- Advised the reviews are fixed at two weeks and will receive comments back electronically.
- Directed to replant in the existing landscaped areas per code. Any dead material will also need to be updated.
- Foundation plantings against the front of the building are required.
- The new Site Plan application will not include a new stormwater fee.
- Advised to ensure trucks can make turning movements.

IX. Adjournment

The meeting adjourned at 10:57 a.m.