

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

9:00 A.M., October 23, 2019

The SPRC Meeting commenced at 9:00 a.m. on October 23, 2019.

I. Attendance

Applicants:

Jerry Finley, Finley Engineers
Doug Piatt, Seaboard Construction
Kyle Hall, Tomoka Construction
Buddy White, Tomoka Construction

Staff:

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

II. Meeting with Applicants – Scheduled Items for Review

A. Pre-construction meetings – 100 West Granada Boulevard, (Pumphouse), and 26 North Beach Street, (FUGU)

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

Mr. David Allen, Planning Civil Engineer, passed meeting agendas around the room and opened up the SPRC meeting and discussion, for the pre-construction meetings for 100 West Granada Boulevard, and 26 North Beach Street, FUGU.

Mr. Doug Piatt, Seaboard Construction, provided the following information regarding the pre-construction of 100 West Granada Boulevard, and 26 North Beach Street, FUGU.

- Site estimates of costs are complete and have been sent to City staff.
- The 26 North Beach Street project construction is underway on the inside of the building, with the outside construction commencing in two to three weeks.
- The 100 West Granada Boulevard site construction should commence in one month.
- The 100 West Granada Boulevard property has drainage and driveway permits with the D.O.T. that were provided to city staff.
- No stormwater permits are required for the 26 North Beach Street due to the existing impervious percentages.
- 26 North Beach Street, FUGU, plans to extend seating area that will go into existing parking lot.

- Mr. Jerry Finley, Finley Engineers, stated that one concern with 100 West Granada Boulevard is the inlet in Granada Boulevard that D.O.T directed him to take out and the maintenance of traffic that will be a challenge.
- The 100 West Granada Boulevard project will not be fenced.
- FUGU is connecting into the existing meter for water service.
- 100 West Granada Boulevard will have a new water service using the existing meter.

After review of the Site Plan and following discussion Mr. Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Mr. David Allen, Planning Civil Engineer; Mr. Roger Smith, Utilities Engineer; Mr. Tom Griffith, Chief Building Official; Ms. Cara Culliver, Landscape Architect; and Mr. Jason Weidenmiller, Engineering Inspector, determined the following:

- The Development Orders have been approved.
- The Engineering Permits in the system are ready to be paid for:
 - 20-323 – Pumphouse
 - 20-418 – FUGU
- Direction to send Mr. Allen written tentative project schedules for both projects.
- Mr. Jason Weidenmiller is the Engineering Inspector on the projects.
- The following permits are not applicable: SJRWMD Stormwater, NPDES – Notice of Intent, HRS Water, and DEP Sewer.
- Building Department concerns per Mr. Tom Griffith, Chief Building Official:
 - Deck on front of FUGU; 26 North Beach Street (extending seating area on the East side of the building that will go into the existing parking lot, and on the Eastern side of the patio there will be a small knee wall that delineates a planter that will be on the East side. It was determined that it is on the construction drawings for the building, and that Engineering should look at permit needs for it. It is a concrete deck.
- Regarding utilities, have matching existing laterals and water connections and the City Utility Department needs 24-48 hour notice (through Mr. Weidenmiller who will contact the Utility Department).
- Testing requirements:
 - All density tests are to be submitted to Mr. Weidenmiller.
 - Video all storm drains and sewer and sanitary sewer gravity mains and laterals and email to Mr. Weidenmiller who will forward it to Mr. Allen, who in turn forwards it to Mr. Priess. (also forward to Mr. Roger Smith, Utilities Engineer who is putting together a process flowchart to Mr. Gabe Menendez, Public Works Director)
 - As built requirements:
 - Submit digital copy for review.
 - Final – submit three paper copies, mylar, disk of PDF and ACAD.
 - Engineer certify and submit.
- Inspections/Project Process:
 - Erosion Control; For 26 North Beach Street the silt fence is required prior to construction (work with Mr. Weidenmiller).
 - Tree protection to be in place prior to the commencement of construction. On the 26 North Beach Street site plan it does not identify all of the trees on the demolition plan. There is an 18” Oak Tree on the right front corner. (contact Ms. Cara Culliver, Landscape Architect, with any questions)

- Direction to take out the unhealthy trees at 26 North Beach Street per the approved site plan.
- There needs to be tree protection on 100 West Granada Boulevard. (tree at the back of the building on the East end prior to demolition)
- Ms. Culliver will inspect again when the pavers are in.
- Final Inspection Procedures:
 - 95% punch list.
 - Final inspection.
- Direction given that prior to making any changes to make Mr. Finley aware who will in turn communicate with The City.
- Schedule inspection prior to 5:30 a.m. for same day inspection.
- All inspections have to have clearance for the Building Department to be able to sign off on the C.O.
- Items of Concern – FUGU:
 - Grease Trap Installation – requires both site installation and building review of interior. There is a Grease Trap inspection on the Building Permit and there is a Grease Trap Installation inspection on the Site Permit.
 - Sediment control during demolition and construction.
 - Access to building for other tenants:
The demolition plans are for the Northeast section of the parking lot. Ms. Dorian Burt will inform the tenants about the demolition project and to park at the rear of the parking lot or utilize parking spaces at the South end of the East side. Orange fencing will be used, with a sketch of the plan for it emailed to Mr. Allen.
- Items of Concern – Pumphouse:
 - Grease Trap Installation – requires both site installation and building review of interior. There is a Grease Trap inspection on the Building Permit and there is a Grease Trap Installation inspection on the Site Permit.
 - Sediment control during demolition and construction.
 - Time of construction work-school access.
 - Site protection.
- Direction to send Mr. Allen an email on the plan including work times to work around pedestrian traffic, the elementary school traffic and parent pick up.
- Mr. Steven Spraker, Planning Director, stated that a temporary permit is needed for each contractor sign that is displayed. (It was clarified that the sign can be inside of the building)
- Ms. Culliver advised that the pavers are required to be a clay paver. She will address the street scape with The City and follow back up.

III. Adjournment

The meeting adjourned at 9:25 a.m.

IV. Attendance

Applicants:

Kimberly Buck, P.E., Alann Engineering Group

Staff:

Steven Spraker, Planning Director

Robin Gawel, Senior Planner

David Allen, Planning Civil Engineer

Jason Weidenmiller, Engineering Inspector

Roger Smith, Utilities Engineer

Tom Griffith, Chief Building Official

Cara Culliver, Landscape Architect

Chris Mason, Neighborhood Improvement

Marcella Miller, Office Manager

B. Pre-application meeting, 906 N. U.S. Highway 1

The SPRC meeting commenced at 9:45 a.m. Mr. Spraker, Planning Director, opened the second SPRC meeting and discussion, this one for the pre-application meeting for 906 N. U.S. Highway 1, Window World.

Introductions were made of the City staff and applicants.

Ms. Kimberly Buck, P.E., Alann Engineering Group, provided the following information regarding the pre-application for 906 N. U.S. Highway 1, Window World.

- Ms. Kimberly Buck, P.E., Alann Engineering Group, brought an updated site plan.
- Moving forward with Planned Business Development.
- Adding on to the existing building and re-facing the front instead of the free standing metal building in the back.
- Adding one more parking space to the existing parking in the front.
- One way drive for trucks to pull around to offload, and adding additional parking spaces in the back behind the gates for the additional parking needed.
- 2,291 square foot existing office building; one parking space for 250 square feet required, nine spaces. The proposed 1,750 square foot addition (4,041 square feet), would require three spaces as a warehouse addition.
- Dumpster location will be behind the existing building behind the fence.
- Moving 50% of the existing asphalt to be put back in the impervious area. (moving more than what is being added)
- Stormwater exempt.
- Plans to discuss options with business owner, Mr. Brian Tillman.

After review of the Site Plan and following discussion Mr. Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Mr. David Allen, Planning Civil Engineer; Roger Smith, Utilities Engineer; Mr. Tom Griffith, Chief Building Official; Ms. Cara Culliver, Landscape Architect; Mr. Jason Weidenmiller, Engineering Inspector; and Chris Mason, Neighborhood Improvement, determined the following:

- The use is in question as it previously was with the previously discussed warehouse at 10,000 square feet. If storage is 50% less than the office it could be considered a stockroom but would have to be parked at the office space, and would be a 20 space parking requirement. This option would be a SPRC approval.
- Mr. Steven Spraker, Planning Director, advised that B-8 Zoning District does not allow ‘warehouse’ as the principal use or outdoor storage.
- It was mentioned that Mr. Tillman has not been able to meet the deadlines that the Special Magistrate imposed and was given nine months to obtain a Planned Business Development from the date of the City Commission action to get rid of the outdoor storage and trailer containers.
- It was clarified that covering the storage with no walls is not permitted.
- Options are:
 - Connect to the building and call it a warehouse or stockroom. (parking at ‘office’ calculation)
 - Create a separate building and call it a ‘warehouse’, go through the Planned Development process and get parking waived or reduce parking requirements, which will give flexibility.
 - May be able to ask for more time to remove the outdoor storage while the building is being constructed – without guarantee of it being granted.
- The drive aisle would have to be paved, and cannot exceed more than 50% of the required parking. (*If require 20 parking spots, cannot have more than 10 parking spots being un-improved*).
- There will be additional landscaping requirements with the building expansion, in the buffers along the sides.
- It was determined by Mr. Tom Griffith, Chief Building Official, that if any square footage is added on to the building it will require another bathroom.
- Depending on the decision that Mr. Tillman makes, a neighborhood meeting may be required due to residential across the railroad tracks. It will be reviewed internally once the option is selected. If deciding to do the Planned Business Development it will require a wall waiver and a neighborhood meeting.
- The existing house on the property is classified as occupied and street zoning, but if destroyed or if converted into storage stays non-conforming until converted. (can be maintained through the Planned Development)
- It was clarified that a development agreement is not needed with the Site Plan and Development Order.
- A Code Enforcement Hearing regarding the accrued fees for the outdoor storage and containers on the property is scheduled for Monday, October 28 at 10:00 a.m. Mr. Chris Mason, Neighborhood Improvement, handed Ms. Buck the agenda and stressed the importance of Mr. Tillman’s presence at the Hearing.

V. Adjournment

The meeting adjourned at 10:07 a.m.