

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

8:30 A.M., September 02, 2020

The SPRC Meeting commenced at 8:30 a.m. on September 02, 2020.

I. Attendance

Applicants:

Melissa Tincher, Alann Engineering

Staff:

Steven Spraker, Planning Director

Robin Gawel, Senior Planner (Zoom)

Noel Eaton, Senior Planner

Roger Smith, Utilities Engineer (Zoom)

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. Window World

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

Ms. Melissa Tincher, Alann Engineering, provided the following information regarding Window World:

- It was discussed that a loading dock will be added to the building expansion.
- It was determined that the sewer manholes on the property are from an old hotel that was demolished on the site.
- There was a discussion on the plan to relocate and reuse the lift station. New sewer laterals will be provided for the building and the house.
- Regarding the roll-up door inquiry, they are not planned for unloading but for ventilation for the building.
- The truck turn analysis has been done and will be added into the plans.
- The parking plans will show the drive aisle specs.
- Although the desire is to have separate access points to the home and to the separate commercial building on the property, at the current time there are no plans for a driveway up to the home. The home is being rented out.
- There will be a call-out gate for access to the residential property.
- There is no information for the existing sanitary sewer line at this time. Ms. Tincher will work with the plumber on getting an exhibit and maintenance report of the lift station. It was determined that the use is not going to change the sewer flow.

- It was determined that there are two water meters and two backflow preventers out front of the site next to the sign and their locations will be noted on the plan.
- The approximate location of the lift station will be specified on the plan, as well the existing cleanout and force main elevations, inverts, pipe slopes, and the functionality of the station setting, levels, and depth of the wet well for the utilities engineer.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Becky Weedo, Senior Planner; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Mr. Tom Griffith, Chief Building Official; Mr. Roger Smith, Utilities Engineer; Mr. David Allen, Planning Civil Engineer; and Ms. Cara Culliver, Landscape Architect, stated the following:

- There was discussion and an inquiry regarding the underground sewer system and how the house on the property uses it. Direction was given to show how the system is going to be abandoned and how the new connection will be made to the house and commercial building with the new laterals. The abandonment can be made by knocking the manholes down two feet.
- The Land Development Code requires a loading zone for the use. It should be determined that the location should be advised and striped (12 feet x 40 feet).
- Direction was given that with the future ramp and truck well addition to note on the plans that a separate building permit will be required for that.
- Information on the lift station pumps are required.
- It was directed to show where an existing gate valve is or ensure there is one at the right-of-way for the point of service for the force main.
- A note is required on the plan set for the force main south of the building.
- A revision of the existing cleanout is required noting the elevations.
- Information given on the necessary 36-foot greenbelt buffer Land Development Code requirement even with the fence that is already in place. It was advised that Ms. Culliver is the landscape architect and can be contacted for additional inquiries on the landscaping.
- Regarding architectural elements, the sides of the commercial building are required to be architecturally treated.
- There was discussion regarding parking and striping and that any *new* parking space striping would be required to be behind the greenbelt buffer.
- It was stated that project was under code enforcement action for the outdoor storage due to the business owner failing to bring the site into compliance.

III. Adjournment

The meeting adjourned 9:02 a.m.

The SPRC Meeting commenced at 9:05 a.m. on September 02, 2020.

IV. Attendance

Applicants:

Jeff Petersen, CCI
Hayden Boyd, Jeremiah's Ice Restaurant
Phillip Busch, Jeremiah's Ice Restaurant
Lee Dowst, Mark Dowst & Associates (Zoom)

Staff:

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

V. Meeting with Applicants – Scheduled Items for Review

B. 162 S. Nova Road, Jeremiah's Ice Restaurant

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

Mr. Jeff Petersen, CCI; Mr. Hayden Boyd, Jeremiah's Ice Restaurant; Mr. Phillip Busch; and Mr. Lee Dowst, Mark Dowst & Associates, Jeremiah's Ice Restaurant, provided the following information regarding the pre-construction of Jeremiah's Ice Restaurant:

- The building has a water meter therefore no utility connection is needed.
- It was determined that a grease trap will be used under the sink.
- There are no changes to the plans.
- It was discussed that the dry cleaners neighboring business is okay with the construction plan as long as an access remains for them and customers.
- There was discussion regarding the goal to open by November.
- Interest was expressed in holding a grand opening and sponsoring local city community events minding COVID guidelines.

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. Roger Smith, Utilities Engineer; Mr. David Allen, Planning Civil Engineer; Mr. Jason Weidenmiller, Engineering Inspector; and Ms. Cara Culliver, Landscape Architect, stated the following:

- There are no outside permits required.
- The list of inspections was provided.
- A discussion occurred regarding how the sidewalk and curbing on the site are shifted away from the impervious area.

- The development order has been approved.
- The Engineering Permit has been approved.
- No outside FDEP and FDOT permits are required.
- Mr. Weidenmiller is the project site inspector for the site work.
 - Testing requirements:
 - Density tests on the subgrade are to be submitted to Mr. Weidenmiller via e-mail.
 - As built requirements:
 - Submit digital copy for review.
 - Final – submit three paper copies, mylar digitally signed and sealed, disk of PDF and ACAD for GIS.
 - Engineer to certify and submit.
- Inspections/Project Process:
 - All inspections shall be scheduled online using the separate permit numbers and PIN numbers which can be found on each placard.
- Final Inspection Procedures:
 - 95% punch list.
 - Final inspection and walk-thru.
- Direction to contact the contractors and inspectors with any changes.
- A tentative project schedule is required for both the building and the site.
- Information given about scheduling inspections prior to 5:30 a.m. for same day inspections. If inspections are scheduled following that time they will be performed the following day.
- A discussion occurred regarding concerns over the silt fence and the importance of it being up between the restaurant and Nova Road and to show it on the plans. Direction given that nothing is to be tracked out onto Nova Road.

VI. Adjournment

The meeting adjourned 9:22 a.m.

The SPRC Meeting commenced at 9:30 a.m. on September 02, 2020.

VII. Attendance

Applicants:

Kim Buck, Alann Engineering (Zoom)
Cole Buck, Alann Engineering (Zoom)
Heather Garvey, BETNR construction (Zoom)
Tim Newslow, BETNR construction (Zoom)

Staff:

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

VIII. Meeting with Applicants – Scheduled Items for Review

C. US1 Business Park

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

Ms. Kim Buck, Alann Engineering, provided the following information regarding the US1 Business Park:

- There was discussion that the process for the site has changed from the submitted site plan. The desired use for the site is a mini-warehouse for large recreational vehicles and boat storage.
- A discussion occurred regarding the mini-warehouse and warehouse uses as defined by the Land Development Code.
- Plans were discussed that there will be decorative aluminum along the front of the site and in the back against the retention pond. There will also be a black vinyl coated chain-link fence on the north end of the property line for security, as well as the west side. There was question as to if there could be black vinyl coated chain-link fence along the building on the south side of the driveway. Staff stated that they would support the black vinyl coated chain-link fence being located behind the first building fronting U.S. Highway 1.
- It was determined that the building is 7500 square feet and each unit will be 120 feet by 50 feet.

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. Roger Smith, Utilities Engineer; Mr. David Allen, Planning Civil Engineer; Mr. Jason Weidenmiller, Engineering Inspector; and Ms. Cara Culliver, Landscape Architect, stated the following:

- The criteria and design limits were discussed for the applicant's interest in mini-warehouse usage. Mini-warehouses within the B-8 zoning district require the approval of a Special Exception. Staff detailed that the proposed use is a warehouse use that is allowed within the I-1 (Light Industrial) zoning district. Concerns were expressed about the current industrial warehouse use but can be supported through a Planned Business Development.
- Based on changes to the Land Development Code, Planned Business Development are zoning categories versus the previous application of an overlay district.
- There was discussion on the required architectural treatment-embellishments needed for the front and sides of the building, as well as the landscaping and mitigation of the landscaping required on the site.
- A letter of authorization for property owners, not part of the amendment, is required to amend the zoning designation of the overall parcel.
- Parking calculations were discussed including the 20 percent waiver allowed based upon the property being on a multi-modal transportation corridor.
- The Utilities Department expressed the need to see the fireline and where it is proposed to be. The hydraulic models are required.
- Direction given to be mindful of where the fire hydrant is being placed for protection for themselves and the existing rear buildings.
- A note identifying the entity for the maintenance responsibilities is required for both stations.
- A discussion occurred regarding the stormwater provision for the site.
- A discussion occurred with the Chief Building Official regarding the types of uses planned and the building code requirements.
- Staff discussed that a resubmittal to the first submittal is required on or before September 14, 2020 if the applicants are interested in it being presented at the October Planning Board and November and December City Commission meetings.

IX. Adjournment

The meeting adjourned 10:00 a.m.