

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

**9:00 A.M., May 12, 2021**

The SPRC Meeting commenced at 9:00 a.m. on May 12, 2021.

**I. Attendance**

**Applicants:**

Harry Newkirk, Newkirk Engineering  
Ricky Gunter  
Jonathan Gildon

**Staff:**

Steven Spraker, Planning Director  
Tim Heyrend, Utilities Manager (Zoom)  
Robin Gawel, Senior Planner  
Noel Eaton, Senior Planner  
Lynn Carter, Utilities Engineer  
Tom Griffith, Chief Building Official (Zoom)  
David Allen, Planning Civil Engineer  
Marcella Miller, Office Manager

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

**A. 183 and 197 S. Orchard Street**

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

The applicants **provided the following** information regarding 183 and 197 S. Orchard Street:

- Proposing multi-family in the R-5 zoning district on 4.1 acres of land.
- There are currently two single-family homes on the site.
- Two parcels of land will be combined into one.
- Proposing 32 two-story units with single-car garages and 18' driveways. The driveway areas will have understory and shade trees.
- Each unit would have two parking spaces in the front and a total of three parking spaces.
- The overflowing parking area would have 12 spaces.
- The roadway is designed as a T-turnaround onsite and analysis will be shared for emergency service access and turnaround.
- The site requires 15 percent tree preservation in which will be met.
- The site will have no grading improvements and will have stormwater in the rear and a wet retention pond with a fountain.
- The front buffer will be landscaped as well as each building area with each separate building's construction at a time.
- There will be access easements to the sewer down the roadway with utilities.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Mr. Tim Heyrend, Utilities Manager; Ms. Lynn Carter, Utilities Engineer; Mr. Tom Griffith, Chief Building Official; and Mr. David Allen, Planning Civil Engineer, **provided the following** information:

- It was discussed that additional setback requirements exist with buildings that are more than two-stories.
- The Land Development Code, Section 2-57, requires multifamily buildings greater than 180' in length to obtain approval as a Planned Development.
- The maximum allowable density is 12 units per acre for multi-family development in the R-5 zoning district. The density allowed for a duplex development would be 8.71 units per acre.
- A discussion occurred about the flood zone of the property. It appears that a sizeable portion of the property is within the flood zone. Any filling within the flood zone would require compensating storage.
- **Building requirements:**
  - Advised to work with Mr. Griffith on building requirements.
  - A discussion occurred that the dwelling type is important to classify under the Florida Building Code requirements.
- **Landscaping requirements:**
  - Tree and wetland surveys are required.
  - It was discussed that a certain amount of specimen trees are required. Staff suggested additional meetings once a tree survey is complete.
- **Engineering, Stormwater & Utility requirements:**
  - There is a 6" waterline on Orchard Street. Discussion occurred regarding the provision of water services. Staff confirmed that private fire hydrant(s) would be required.
  - Concern expressed with the two parking spaces on the recent site plan in between the buildings. It was suggested for the parking spaces there to be replaced with shade trees.
  - Landscaping and tree preservation was suggested for the open space around the dumpster and turnaround area.
  - Master meter utilities are preferred.
  - The closest fire hydrant is across the street on Cherrywood Drive.
  - Sewer was discussed. There is sewer availability but the existing laterals are likely too small to serve a multifamily development.
- A discussion occurred regarding the options of units (multi-family, townhomes, or duplexes).
- It was advised that the proposed project is an allowable use in the zoning district and a neighborhood meeting is required.
- Staff detailed the site approval process, including site improvements. The project could be phased, but all site related improvements would need to be completed prior to the issuance of a Certificate of Occupant for the first building.
- The application approval period is two years once the site plan is approved. Staff can extend it one year.

- Impact fee credits will be available for the two single-family homes being demolished on the property.

**III. Adjournment**

The meeting adjourned 9:27 a.m.

The SPRC Meeting commenced at 9:30 a.m. on May 12, 2021.

**IV. Attendance**

**Applicants:**

Joe Weber, JD Weber Construction  
Shamus Schroeder, Newkirk Engineering  
Mathew Chinault, Full Time Construction LLC (Zoom)  
Jeff Gross, Ace Hardware (Zoom)  
Shannon, Ace Hardware (Zoom)

**Staff:**

Steven Spraker, Planning Director  
Tim Heyrend, Utilities Manager (Zoom)  
Robin Gawel, Senior Planner  
Noel Eaton, Senior Planner  
Lynn Carter, Utilities Engineer  
Tom Griffith, Chief Building Official (Zoom)  
David Allen, Planning Civil Engineer  
Jason Weidenmiller, Engineering Inspector  
Marcella Miller, Office Manager

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

**B. 1480 N. U.S. Highway 1, Preconstruction meeting**

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

Mr. David Allen, Planning Civil Engineer, led the preconstruction meeting.

The applicants **provided the following** information regarding 1480 N. U.S. Highway 1, Preconstruction meeting:

- All permits have been applied for.
- Site work will commence once all permits are ready.
- It was determined that the construction entrance will be on Gowers Street.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Mr. Tim Heyrend, Utilities Manager; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Ms. Lynn Carter, Utilities Engineer; Mr. David Allen, Planning Civil Engineer; Mr. Jason Weidenmiller, Engineering Inspector; and Mr. Tom Griffith, Chief Building Official, **provided the following** information:

- Mr. Allen delivered the list of anticipated inspections.
- The development order has been approved.
- It was determined the engineering permit application was submitted and that permit will be ready in the next day or two and will be sent to Mr. Weber with additional information.
- The building permit has not been submitted yet. It was noted that separate building permits are required for each of the buildings.

- Introduction of Mr. Weidenmiller, site inspector.
- The tentative project schedule is required to be sent to Mr. Allen.
- **Building requirements:**
  - Resubmittal required regarding comments made in ProjectDox from January. Completion on these items are required to be resolved prior to the start of any building work.
- **Testing Requirements:**
  - All density tests are to be submitted to Mr. Weidenmiller.
  - Video all drainage. A city representative must be present.
  - **As-built requirements:**
    - Submit digital preliminary file for review.
    - Final drawings – Submit three (3) paper copies, mylar, disk or digital copies of both pdf and autoCAD.
    - Engineer certify and submit.
- **Inspections/Projects Process:**
  - Erosion Control; silt fence (construction fence with fabric) and required tree protection required prior to clearing and construction.
- **Final Inspection Procedures:**
  - 95 percent review and punch list will be provided by Mr. Weidenmiller.
  - Final Inspection.
- **Engineering, Stormwater & Utility requirements:**
  - Direction to contact Mr. Weidenmiller when making utility connections.
  - 24-48 hour notice required prior to connections to public utilities and when getting ready to do the private lift station to ensure city lift station representatives are there for the start up.
  - The new standard is epoxy lined bends, valves, tees, etc.
- Hours of construction for the site work: 7:00 a.m. to 7:00 p.m. and no Sundays.
- It was advised to make the contractors and inspectors aware of any changes or outstanding items.
- The sidewalk fund and tree mitigation cost will be added to the permit fee.
- The fence for the landscape material storage requires a separate fence permit.
- The sign for the segmental block wall will also require a separate permit.

## VI. Adjournment

The meeting adjourned 9:42 a.m.

The SPRC Meeting commenced at 10:00 a.m. on May 12, 2021.

**VII. Attendance**

**Applicants:**

Mercy Estevez, CEO (Zoom)  
Dr. Laurie Deckard, Director (Zoom)  
Erica Gagne, CPH Corporation (Zoom)  
Jason Kellogg, CPH Corporation (Zoom)  
Jeremy Tankersley, Promises Five Palms (Zoom)

**Staff:**

Steven Spraker, Planning Director  
Tim Heyrend, Utilities Manager (Zoom)  
Robin Gawel, Senior Planner  
Noel Eaton, Senior Planner  
Lynn Carter, Utilities Engineer  
Tom Griffith, Chief Building Official (Zoom)  
David Allen, Planning Civil Engineer  
Marcella Miller, Office Manager

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

**C. 515 Tomoka Avenue, Five Palms Behavioral Center Expansion**

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

The applicants **provided the following** information regarding 515 Tomoka Avenue, Five Palms Behavioral Center Expansion:

- The applicants revisited SPRC to discuss a new schematic floorplan of their proposed building expansion which will add open courtyards, administrative spaces, a breakroom, 22 additional units, a second floor, showers, restroom, an elevator and storage.
- Military rehabilitation facility (Institutional) located in the R-4 zoning district.
- The current square footage of the building is 14,500 square feet in two separate buildings. The two separate buildings will be joined together in the expansion.
- The building expansion is planned to be a T-shape in the center of the breezeway and in the rear of the building.
- The building is sprinkled. The proposed expansion will be as well.
- The parking will also be expanded with an additional 19 spaces.
- The ponds will be expanded with a short 3' retaining wall on the left side.
- The building meets the 20' rear yard setback where the new expansion is proposed.
- An additional emergency exit is proposed for the second floor as well as the first floor.
- There will be landscape and irrigation changes to offset impacts.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Mr. Tim Heyrend, Utilities Manager; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Ms. Lynn Carter, Utilities Engineer; Mr. David Allen, Planning Civil Engineer; and Mr. Tom Griffith, Chief Building Official, **provided the following** information:

- It was advised that once all of the information is sent over reviewers will guide, look at the plans, offer comments and communicate concerns.
- **Building requirements:**
  - It was advised to work with an architect on the maximum allowable square footage area for the Institution classification.
  - Full construction, sprinkler and alarm drawings are required.
- **Landscaping requirements:**
  - A betterment plan is required and can be communicated with Ms. Cara Culliver, city landscape architect.
  - If the front landscaping material has died it is required to be replaced to bring it back up to the landscaping standards.
  - Landscaped islands are required in the parking area.

**IX. Adjournment**

The meeting adjourned 10:16 a.m.