

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

8:00 A.M., September 22, 2021

The SPRC Meeting commenced at 8:00 a.m. on September 22, 2021.

I. Attendance

Applicants:

Ashley Lentz, MD, Lentz Plastic Surgery and Bluewater Med Spa
Harry Newkirk, Newkirk Engineering

Staff:

Steven Spraker, Planning Director
Robin Gawel, Senior Planner
Noel Eaton, Senior Planner
Tom Griffith, Chief Building Official
Tim Heyrend, Utilities Manager
Marcella Miller, Office Manager

II. Meeting with Applicants – Scheduled Items for Review

A. Lentz Surgery and Med Spa Center Pre-Application Meeting

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

The applicant was in attendance to discuss information regarding Lentz Surgery and Med Spa Center:

- The property is zoned B-8 (Commercial).
- Dr. Ashley Lentz is building a new 10,180 square foot surgery and med spa center with plans for fountains, courtyards and landscaping.
- The access will be on Coquina Avenue. There will be no access on U.S. Highway 1.
- The majority of the parking will be in the rear of the building and will include three handicapped ADA parking spaces. There will two additional parking spaces on the side of the building. Certain spots will be dedicated for post-operation.
- The dumpster enclosure will be on the northeast corner of the site and will be landscaped. Discussion on roll away dumpster or 12' by 12' dumpster. Most of the trash on site will be paper that is shredded and picked up by CINTAS as well as picked-up biohazard material.
- A discussion occurred regrading stormwater.

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

- The use is a permitted use by staff approval, and encouraged in the area. More intensive uses could have gone in including fast food or a nightclub which would involve nighttime hours and weekends.

- Parking calculation: One space per 200' + 5= 56 spaces required. It was discussed that due to being on a Votran bus route, a credit is granted and can waive up to 20 percent of the parking. Three spaces are required for ADA handicapped and must be three-striped and close to the entrance.
- **Utilities:**
 - There is a 12" waterline will require boring across U.S. Highway 1 to bring an 8" line across.
 - The force main sewer is a 20-inch HDEP pipe on the other side of the road. The force main connection requires a bore across HWY 1 for a 2" connection with a private lift station.
 - 24" reuse water pipe on the same side of the road as the property.
 - The required utilities at the waterline will need to be extended across the property boundary on U.S. Highway 1 edge to edge.
 - Impact free credits for the extension will be researched.
 - The stormwater must go into a non-landscaped buffer area. Must be able to show the residents in the neighborhood meeting where the water is going and show how not discharging any more water.
 - Project upsizing may be analyzed.
- **Landscaping:**
 - 15 percent natural tree preservation requirement.
 - 10' setback requirement on Coquina Avenue.
 - U.S. Highway 1 is the greenbelt buffer.
 - 51' setback for the greenbelt buffer as a building setback.
 - 6' landscape buffer requirement on the side.
 - It was discussed that the hard surface ratio determines the setbacks abutting the residential area.
- **Building:**
 - The building must be sprinkled and non-combustible. The fire access is sufficient.
 - The lighting must be shielded from residential areas.
 - Building architecture requirements can be picked from five architectural styles. Direction to e-mail style choice to staff prior to putting on the site plan.
 - Two monument signs are allowed up to 8' in height, maximum of 96 square feet of are on the copy sign or a minimum of 30 square feet.
- A neighborhood meeting is required abutting residential. The meeting notices must go out 14 days in advance and be sent to all abutting neighbors within a 600' radius. The meeting can be held at a library or church.
- It was discussed that a wall would need to be installed between the business and the abutting residential property. It can be post-and-panel wall or a 6' high concrete block wall. A wall waiver would require a public hearing review.
- It was discussed that when a new development occurs, sidewalks are required. They are required on U.S. Highway 1 and Coquina Avenue (24' wide). If the choice is made not to install a sidewalk on U.S. Highway 1, the construction costs for it can be placed into the sidewalk fund.

III. Adjournment

The meeting adjourned 8:35 a.m.

The SPRC Meeting commenced at 9:00 a.m. on September 22, 2021.

IV. Attendance

Applicants:

Harry Newkirk, Newkirk Engineering
Joe Weber, JD weber Construction Company
Paul Holub, Holub Development

Staff:

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

V. Meeting with Applicants – Scheduled Items for Review

B. 550 West Granada Blvd., The Shoppes at Granada Pointe Pre-Construction Meeting

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

The applicants were in attendance to discuss information regarding 550 West Granada Blvd., the Shoppes at Granada Pointe Pre-Construction:

- Regarding the St. Johns Water Management water and sewer permit, it is not required. Mr. Newkirk will forward the e-mail to Mr. Spraker.
- The permit application will be completed in 2-3 weeks.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Ms. Cara Culliver, Landscape Architect; Mr. Tim Heyrend, Utilities Manager; Mr. Jason Weidenmiller, Engineering Inspector; and Mr. Tom Griffith, Chief Building Official , **provided the following** information:

- The development order has been approved, PZ-19-120.
- The Building and Engineering Permits have not been submitted and are required with the cost of the site work.
- It was advised that Mr. Weidenmiller is the engineering site inspector.
- Permits-Engineer of Record to provide any outside permits or letters of no permit required.
- The tentative project schedule for the site work is to be e-mailed to Mr. Allen.
- The public utilities require a 24-28 hour notice prior to connection and can be coordinated through Mr. Weidenmiller.
- **Building:**
 - Once Phase 1A is started, the Building Department will be involved.
- **Testing Requirements:**

- All density tests are to be submitted to Mr. Weidenmiller.
- **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 required along stormwater pond and by the front by the landscaping and for any tree protection prior to construction.
 - Designation of Construction Entrance.
- **Final Inspection Procedures:**
 - 95 percent review and punch list will be provided by Mr. Weidenmiller, followed by the walk-through.
 - Final Inspection.
- **Engineering, Stormwater & Utility requirements:**
 - Discussion occurred regarding the backflow and meter boxes in the greenbelt buffer. There are ten 1 ½” lines across the stretch of the parking lot. It was advised that can only do the connection in the right-of-way. The watermain can be brought in or put a 6” master meter out front and so sub meters at the building.
 - All utilities are already stubbed out (water and sewer).
 - There is a new requirement for a water sampling station to be installed to collect water samples on the main line. This can go on the end of the water pipe connection along Granada Boulevard per W-20 Standard Construction Detail on the City website. The City will install it as this requirement was issued after site plan approval.
- Separate slab permit required if needing to pour but not necessary for excavating.
- Hours of construction for the site work: 7:00 a.m. to 7:00 p.m. and no Sundays.
- Inspections requested before 5:30 a.m. can usually be accommodated the day of.
- It was advised to make the contractors and inspectors aware of any changes or outstanding items.

VI. Adjournment

The meeting adjourned 9:20 a.m.

The SPRC Meeting commenced at 10:00 a.m. on September 22, 2021.

VII. Attendance

Applicants:

Aaron Jolley, Realtor, The Weller Team

Staff:

Robin Gawel, Senior Planner

Noel Eaton, Senior Planner

Cara Culliver, Landscape Architect

Tom Griffith, Chief Building Official

Marcella Miller, Office Manager

VIII. Meeting with Applicants – Scheduled Items for Review

C. 206 S. Yonge Street, Pre-Application Meeting

Ms. Noel Eaton, Senior Planner, started the conversation and introductions of the City staff and applicants.

The applicant was in attendance to discuss information regarding 206 S. Yonge Street:

- It was determined that the property has been vacant for a number of years.
- The applicant also purchased 196 S. Yonge Street.
- The proposed project is for a rental space business for a lender and real estate agents.
- The current layout is more like a house with two bedrooms and three other rooms that can be turned into office space.
- Access for the site will be off of Palm Place with a 24' wide drive aisle.
- Renovations will only include an A/C unit installation and paint.
- The back door on the southwest side will be the main access and a ramp will be installed.
- The half-bathroom was renovated by the prior owner.

Members of the SPRC, Ms. Robin Gawel, Senior Planner; Ms. Noel Eaton, Senior Planner; Mr. Tom Griffith, Chief Building Official; and Ms. Cara Culliver, Landscape Architect, **provided the following** information:

- It was advised that a site plan is required for the concept.
- The project will require a neighborhood meeting since it is abutting residential.
- A wall is required for any side of the site that abuts residential (masonry or post-and-panel up to 6' high). It may be able to be reduced to PVC.
- Regarding landscaping, all sides require a landscape buffer: 20' on U.S. Highway 1; 10' on Palm Place; 6' on the north side; 10-20' wide on the west side that abuts medium-density residential. (#245 S. Yonge Street)
- The landscape buffer for the west side is dependent on the impervious surface ratio.
- It was advised that a landscape architect is required for a landscape plan.

- A contracted engineer will determine if the U.S. Highway 1 approach is in the DOT right-of-way. Unsure if it is up to code and DOT standards.
- Regarding Building, it was determined that there is no change of use. The ramp is required (1' length, every inch in rise) ex. 20"=20'. If the use is kept the same, no alterations are needed. Anything new will have to be up to code. Handicapped access is required to the front door.
- Ms. Eaton will share the application, process and utilities information.

IX. Adjournment

The meeting adjourned 10:24 a.m.