

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

9:00 A.M., December 15, 2021

The SPRC Meeting commenced at 9:00 a.m. on December 15, 2021.

I. Attendance

Applicants:

Bob Vaeth, Little Engine Academy

Staff:

Steven Spraker, Planning Director

Rusty Sievers, Fire Chief

Tom Griffith, Chief Building Official

Robin Gawel, Senior Planner

David Allen, Planning Civil Engineer

Tim Heyrend, Utilities Manager

Cara Culliver, Landscape Architect

Marcella Miller, Office Manager

II. Meeting with Applicants – Scheduled Items for Review

A. 499 S. Nova Road, General Discussion

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

The applicant was in attendance and **provided the following** information regarding 499 S. Nova Road:

- The current business and building is currently Little Engine Academy Preschool and is now transitioning into Florida East Coast Charter School, including VPK, Kindergarten, first and second grades. (Public School)
- Plans for renovation and adding on to the property. The floors have been redone, and new parking stripes have been made in the parking lot. Construction for renovations will begin Spring 2023.
- The school will be hiring the principal next month with plans of opening for teachers on July 1, 2022.
- The building will consist of 15 classrooms.
- Plans to extend the fence along the southern edge of the black top for the younger kids playground.
- Interest in removing the fence that is currently in place to make a larger area for older kids.
- Plans for VPK to occupy the addition of the south end of the building 25' leaving 30' between it and the wall of All Aboard Storage.
- Two 10' gates with a knox box lock on it for emergency services to be installed for entrance/exit. Signage will be posted on the gates. The second gate will be 80' with 55' from the wall to All Aboard Storage, adjacent to the last classroom.

- A paved surface of 30' to be installed and removing the islands with trees.
- The property has private utilities. There are 37 toilets in the building (all classrooms have restrooms in them but four).
- The property has an 18" stormwater pipe. Relocating watermain.
- The fire hydrant has a 6" line.
- Plans for a bell to be installed as well as an intercom system for preparation in case of an active shooter incident. This will be coordinated with Police Chief Godfrey.
- Following the last building inspection, all exit lights are now operating correctly.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Chief Rusty Sievers, Fire Chief; Mr. Tom Griffith, Chief Building Official; Mr. Tim Heyrend, Utilities Manager; Ms. Robin Gawel, Senior Planner; Mr. David Allen, Planning Civil Engineer; and Ms. Cara Culliver, Landscape Architect, **provided the following** information:

- It was advised that the final construction drawings are required with an engineered site plan (site plans are valid for two years with the allowance of a once year extension, totaling three years). **Building plans are everything inside of the building, and site plans are everything outside of the building.*
- Suggestions were made to hire an engineer for the survey and show where fencing will be.
- The following reviews are also required: Building, Fire, Electrical, and Plumbing.
- Discussion occurred regarding landscaping, with direction to be mindful of the 6' landscape buffer from along the property line, and the fact that drive aisles cannot be obstructed. It was advised that any dead plant material must be replanted.
- Regarding Building, fire trucks must be able to get in and around the site for emergencies. Mr. Griffith will research when the last annual fire inspection was completed.
- It was discussed that construction cannot take place close to the All Aboard Storage building.
- It was advised that the retention pond can be used for a soccer field as long as it does not impact the function of the stormwater pond.
- Staff stated that the SPRC meets every Wednesday and that if there are any questions, a meeting can be scheduled.

III. **Adjournment**

The meeting adjourned 9:29 a.m.

The SPRC Meeting commenced at 9:30 a.m. on December 15, 2021.

IV. Attendance

Applicants:

Steve Schlossberg, Splash Carwash
Roger Strcula, Upham Inc.

Staff:

Steven Spraker, Planning Director
Rusty Sievers, Fire Chief
Robin Gawel, Senior Planner
David Allen, Planning Civil Engineer
Tim Heyrend, Utilities Manager
Cara Culliver, Landscape Architect
Marcella Miller, Office Manager

V. Meeting with Applicants – Scheduled Items for Review

B. 55 N. Nova Road, Pre-application Review

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

The applicants were in attendance and **provided the following** information regarding 55 N. Nova Road:

- The applicant submitted a second update of the revised site plan for the carwash.
- The tunnel building is now shifted further south.
- No vertical improvements to the free vacuum spaces.
- The stormwater pond was taken out of the Nova Road buffer.
- Relocated the dumpster.
- Eliminated two parking spaces and placed them on the west side of the drive aisle.
- Changed access to the detail tunnel and using the lane on the north side as a joint use lane (one-way direction).
- Added the bus shelter.
- Opened the foundation landscaping plantings on the north and west sides.
- Two ponds now going in due to the grade differential on the property.
- A discussion occurred regarding the fire hydrant location on site to be determined by the project engineer

Members of the SPRC, Mr. Steven Spraker, Planning Director; Chief Rusty Sievers, Fire Chief; Ms. Robin Gawel, Senior Planner; Mr. David Allen, Planning Civil Engineer; Mr. Tim Heyrend, Utilities Manager; and Ms. Cara Culliver, Landscape Architect, **provided the following** information:

- It was discussed that a planned development submittal requires engineered site plans including architectural elevations site plans, stormwater, utilities, landscape plans and the employee area calculation.

- Regarding landscaping, there is concern with the 38" oak tree, the enlarged islands being more than 14' in the 12' free vacuum-area. The island on the north side is wider as well and of concern.
- The 14' wide exit lane is of concern and should be widened to 20' to allow for emergency vehicles and access. It was discussed that must be able to get a fire truck 50' from a door. There was also discussion on widening the drive lanes and moving the lines on the site plan.
- A discussion occurred regarding the need for a fire hydrant. It was also mentioned that coming out of the exterior wash tunnel something needs to be ran for larger vehicles to ensure that they can make the turn.
- Discussion occurred regarding the stormwater and if it is going to be interconnected and the areas of ultimate discharge location.
- The water flow calculations are required to be submitted with the site plan and construction drawings.
- The accessibility routes were discussed. A 5' wide sidewalk is required from the bus stop. Ideas were brainstormed between the applicant and staff on an elevated sidewalk coming straight across with minimal impact to the 38" tree and or a pedestrian deck or bridge across the pond.
- Mr. Spraker will set up the ProjectDox invitation for plan uploading and comments with an application.

VI. Adjournment

The meeting adjourned 10:05 a.m.

The SPRC Meeting commenced at 10:15 a.m. on December 15, 2021.

VII. Attendance

Applicants:

Ron Dougherty, Dougherty Construction
Sofia Yahya, Owner

Staff:

Steven Spraker, Planning Director
Rusty Sievers, Fire Chief
Robin Gawel, Senior Planner
David Allen, Planning Civil Engineer
Tim Heyrend, Utilities Manager
Tom Griffith, Chief Building Official
Marcella Miller, Office Manager

VIII. Meeting with Applicants – Scheduled Items for Review

C. 325 Clyde Morris Ramp, Unit 390 (Individual Business Condominiums)

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

The applicants were in attendance and **provided the following** information regarding the 325 Clyde Morris ramp:

- The applicants are interested in putting a 6' wide ramp in for safe accessibility for patients visiting the medical office. At the current time patients have to walk through a parking space to enter the building.
- Interest expressed in retaining the landscaping and installing donated trees and shrubbery landscaping even in the POA managed areas, cutting in an access point, taking out the landscaping aisle to prevent cow-paths in the landscaping. It was advised that the current POA does not manage the landscaping as they should.
- The existing islands are 9' in width.
- Plans in place of working with the City Landscape Architect.

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

- Discussion occurred regarding the ramp with the suggestion to install a ramp 4' wide and place all the way to one side to leave the landscape bed on the others side. It was advised that a geometrical sketch with an Engineering Permit Application for the proposed ramp is required.
- It was advised that the site plan and the LDC require the islands (9' x 20') and foundation planters.
- A landscape island is required every 10 parking spaces.

- It was advised that if the HOA does not manage the landscaping appropriately that action by the city is complaint-driven through the Neighborhood Improvement Department.
- Landscape Architect to follow-up with the business owner to come to a solution.

IX. Adjournment

The meeting adjourned 10:25 a.m.