

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

**10:00 A.M., March 02, 2022**

The SPRC Meeting commenced at 10:00 a.m. on March 02, 2022.

**I. Attendance**

**Applicants:**

Cody Bogart, Newkirk Engineering  
Marc Hazen, Hazen Construction  
Paul Metting, Hazen Construction  
Kelley Smith, JM Williams Contractors  
Andy Clark, All Aboard Storage  
Ricky Surratt, Project Supervisor (via zoom)

**Staff:**

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

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

**A. 295 Interchange Depot Pre-construction Meeting**

Mr. Spraker started the conversation with the introduction of City staff and applicants.

Mr. Allen led the preconstruction meeting.

The applicants were in attendance and participated by Zoom, **provided the following** information regarding the 295 Interchange Depot pre-construction meeting:

- It was explained that the service change and fire department access is now on the south side of the building.
- Discussion occurred regarding the 8” stub out being reduced to a 6” line, between the manhole and the lift station and cutting a wye in and putting in a clean out.
- Plans for two restrooms in the building.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Mr. David Allen, Planning Civil Engineer; Mr. Jason Weidenmiller, Site Inspector; Mr. Tom Griffith, Chief Building Official; Ms. Cara Culliver, Landscape Architect; and Mr. Mike Stephenson, Utilities Engineer, **provided the following** information:

- The development order has been approved: PZ-21-072.
- The Engineering Permit: BP22-002709 has been approved but has not been paid for.
- The tentative project schedule for the site work is to be e-mailed to Mr. Allen.

- Hours of construction for the site work: 7:00 a.m. to 7:00 p.m. Monday through Saturday. No work is permitted on Sundays.
- **Testing Requirements:**
  - All density tests are to be submitted to Mr. Weidenmiller, Site Inspector.
  - Video all storm sewer and sanitary sewer gravity mains with a City representative present.
  - **As-built Requirements:**
    - Surveyor to submit digital preliminary file for preliminary review.
    - Final drawings – Submit three (3) signed and sealed paper copies, mylar, disk or digital copies of both pdf and autoCAD.
    - Engineer certify and submit.
- **Inspections/Projects Process: (online with pin # and engineering permit info)**
  - Erosion Control; silt fence and required tree protection required prior to clearing and construction around the trees and pond.
  - The online inspection process was explained.
  - Inspections requested before 5:30 a.m. can be accommodated the day of.
  - Discussion of construction Fence – Noted on the site plan.
- **Final Inspection Procedures:**
  - 95 percent review, punch list, and walk-through will be provided by Mr. Weidenmiller.
  - Final Inspection.
- **Building:**
  - The project was submitted for an early review.
  - The resubmittal for the drawings look good but requires verification of signatures.
  - It was explained that in order to move to the permitting process, the application is required to be filled out with additional submittals and then will get marked up in ProjectDox.
  - The energy calculations are required.
  - The sprinkler plan did not have a seal on it.
  - The location of the water service shown on the Site Plan does not match up to where it is shown on the building plans by 30'. Clarification on the plans by the engineer of record is required.
- **Utilities:**
  - Updated drawings to the civil plan is required to be sent to Mr. Allen.
  - It was advised that once the sewer is connected, a 1" hydrant meter for the construction water is available to rent in the Finance Department (Mr. Sam West).
  - 24 hour notice required prior to utility connections with Mr. Weidenmiller.
- **Landscaping:**
  - Trees and natural understory in the tree preservation area are to remain on the and cannot be cleared. Ms. Culliver can assist with additional information.
- It was advised to make the contractors and inspectors aware of any changes or outstanding items and to ensure to advise staff if starting construction early.

### III. Adjournment

The meeting adjourned 10:22 a.m.