

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

9:00 A.M., March 30, 2022

The SPRC Meeting commenced at 9:00 a.m. on March 30, 2022.

I. Attendance

Applicants:

Bob Vaeth, Florida East Coast (FEC) Christian School

Staff:

Steven Spraker, Planning Director

Robin Gawel, Senior Planner

David Allen, Planning Civil Engineer

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. 499 S. Nova Road, FEC School

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

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

- Discussion and inquiries occurred regarding the FEC School changes and additions. A proposed additional sign was discussed, 3' x 8' x 24' with a 2' x 8' copy area. There is currently a 4' x 10' existing sign.
- Proposed plans were explained for an addition on the south side to be under construction next Spring. The additional building is planned to be two-story, 20' in height, including a fence and three playgrounds.
- The school will be for VPK pre-school through the 8th grade.
- It was discussed that the site will include pickle ball once a hard surface location, other than the fire lane, is selected.
- There was question as to if landscaping islands can be removed from the proposed fire lane/access.

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

- Regarding additional signage, it was advised a site permit is required, as well as construction drawings with a detailed exhibit.
- It was suggested to hire a professional engineer and surveyor to identify the property boundaries and easements, as well as the parent drop-off area, stacking, proposed pickle ball and basketball courts, and any removal of parking and asphalt. The current survey is from 2010 and is not sealed or clear.
- It was emphasized that the Land Development Code (LDC), NFA codes, and the Fire Chief specify that nothing can be in the fire lane at any time.
- Landscaping and fire access concerns were discussed.
- Regarding utilities, it was advised that the sanitary sewer runs down the driveway area and may have to be relocated. Calculations will be required for the wastewater flow after the building development. It was determined that the site has a private lift station according to the original building drawings.
- Regarding engineering, it was advised that the south driveway area up to the front is not a stackable area on Nova Road. The north driveway is a better stacking area. An example of each stacking area is required.
- Regarding parking, the LDC specifications were displayed for Elementary/Middle Schools: *One space per employee on the largest shift; plus three visitor spaces for the first 15 clients and one additional space for each 20 clients, or fraction thereof.*
- A coordinated site plan is required to be submitted for staff to review and provide feedback and comments on. The Engineer should provide a detail sheet that specifies where the access, addition, playground equipment and trees are.
- A landscape and irrigation betterment plan is also required. It was discussed that the Landscape Architect does not suggest removing any landscape islands out.
- Staff stated that the SPRC meets every Wednesday with the availability to meet again with the applicant and the professional Surveyor/Engineer to discuss the project further for additional feedback.

III. Adjournment

The meeting adjourned 9:40 a.m.

The SPRC Meeting commenced at 9:41 a.m. on March 30, 2022.

IV. Attendance

Applicants:

Joe Hopkins, P.E.

Staff:

Steven Spraker, Planning Director

David Allen, Planning Civil Engineer

Mike Stephenson, Utilities Engineer

Marcella Miller, Office Manager

V. Meeting with Applicants – Scheduled Items for Review

B. 2020 and 2021 Ocean Shore Blvd., Utilities Meeting

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

The applicant was in attendance and **provided the following** information regarding 2020 and 2021 Ocean Shore Boulevard:

- Two fee-simple townhome/condo projects were discussed that are within 1 ½ blocks from one another.
- 2020 Ocean Shore Boulevard will have 8 units and 2021 Ocean Shore Boulevard will have 18 units with 300' of frontage.
- It was discussed that a manifold system is proposed for water distribution with a set of meters at the street at the public right-of-way and feed each of the units off of it there.
- To provide service, it is proposed that for one of the projects to have a private sanitary lift station in the back with a connection to the City's 10" force main at Ocean Shore Blvd. All of the sanitary sewer is proposed to be private with the water system being private after the meter.
- It was advised that there is a pre-application on the other project to put a waterline through the site and interconnect back to Ocean Shore Blvd. The applicant is proposing a watermain coming through with fire service and connecting through to a 2" loop on the backside. The applicant is also proposing sanitary which connects to the existing manhole which connects to the city lift station.
- The DEP applications will be sent to Mr. Allen.
- The applicant will communicate with the County Fire Inspector on fire line plans.
- It was discussed that the utility easements will benefit the city.
- It was determined that the County will handle the construction entrance.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Mr. David Allen, Planning Civil Engineer; and Mr. Mike Stephenson, Utilities Engineer, **provided the following** information:

- Regarding utilities, the sanitary line would be required to be in arterial streets right-of-way if owned and maintained by the City. As the lines are currently proposed, the system will be required to stay private. The proposed watermain trunk line feeding the proposed hydrants needs to be an 8" line to satisfy LDC
- The City's standards dictates designing around 300 gallons of water per day and 280gallons of sanitary per day for each ERU.
- The private force main has to be 4" in size once it reaches the right-of-way per LDC.
- It was advised that residential development requires a fire hydrant every 500'.
- Regarding Engineering, a sanitary valve on the proposed force main is required at the right-of-way for city-service. Mr. Allen will research information on tapping the valve.
- Regarding engineering, an easement is required over the roadway for city maintenance of the waterway. Access through the roadway and through the connection out is required. (and through emergency access)
- It was advised that prior to construction a sketch and legal description is required for GIS review. The standard easement language will be married with the legal description. Easements are required to be approved by the City Commission.
- Staff stated that the SPRC meets every Wednesday with the availability to meet again to discuss the project further if need be.

VI. Adjournment

The meeting adjourned 10:05 a.m.