

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

**9:00 A.M., May 18, 2022**

The SPRC Meeting commenced at 9:00 a.m. on May 18, 2022.

**I. Attendance**

**Applicants:**

Bill Warren, Property Owner  
Beau Warren, Property Owner  
Kelsey Horton, Upham Inc.

**Staff:**

Steven Spraker, Planning Director  
Robin Gawel, Senior Planner  
David Allen, Planning Civil Engineer  
Cara Culliver, Landscape Architect  
Mike Stephenson, Utilities Engineer  
Marcella Miller, Office Manager

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

**A. 81 Dianne Drive, Lot Split and Utility Requirements**

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

The applicants were in attendance and **provided the following** information regarding 81 Dianne Drive, Lot Split and Utility Requirements:

- It was expressed that the applicants are interested in performing a lot split on their property with the second lot proposed for a new home.
- There are no historical trees on the site.

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

- The lot split was discussed, and the requirement for a new sewer lateral that would be required prior to the lot split. It was expressed that the utilities are required to be stubbed out for each lot. It was advised that a concern is that the utilities need to be present for the connection to take place. A Utility Verification Form from the Building Department is required for this process.
- Additional information on utilities is that each parcel needs its own sewer connection. It was explained that the City can do the water tap but does not do sewer laterals and the applicant would need to hire a licensed contractor to install the new lateral. The plans are required from Upham Inc. that specify how the sewer connection is taking place. Upham Inc. would also need to do the reclaimed water if the applicants so choose to have it. The water connection will take place at the time the building permit is completed. It was advised that the City will issue an Engineering Permit for the

sewer work and then issue the development order which can happen as quickly as a two-day time period.

- As the property is subdivided the driveway needs a 3' separation from the property line.
- Regarding landscaping, it was advised that it can be found in the Land Development Code (LDC) the lot requirements for trees and groundcover.
- A sketch and legal is required.
- Discussion occurred regarding the LDC allowing accessory dwelling units and detached garages with the goal that they are accessory to the principal structure. The owner must live on the property.
- It was advised that SPRC project review and comments takes place over a two-week process.

### **III. Adjournment**

The meeting adjourned 9:13 a.m.

The SPRC Meeting commenced at 9:30 a.m. on May 18, 2022.

**IV. Attendance**

**Applicants:**

James Eads, Property Owner  
Julie Eads, Property Owner  
Debi LaCroix, Cobb Cole Attorneys at Law (via zoom)  
Jessica Gow, Cobb Cole Attorneys at Law  
Rob Merrell, Cobb Cole Attorneys at Law  
Dwight Selby, City Commissioner (via zoom)

**Staff:**

Steven Spraker, Planning Director  
Becky Weedo, Senior Planner  
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

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

**B. 40 N. Beach Street, Potential Multi-Family Unit**

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

The applicants were in attendance and participated by Zoom and **provided the following** information regarding 40 N. Beach Street, Potential Multi-Family Unit:

- The property in discussion is the prior Veranda Pampering Salon which is in the B-1 zoning district; Professional Office/Hospital with conditional usage for multi-family.
- The proposed project would consist of three units, one of them being the owners primary residence in the original historic house with two new units in the back. The additions are planned for the asphalt area closer to the FUGU property side.
- The original building is planned to be left as-is with porch renovations and the back addition removed.
- It was expressed that the two additional units were not intended for Airbnbs or short term rentals, but more so for year leases.
- There was discussion on the poor condition of the 100+ year old historical home, expressing that the northwest wing is in need of repair.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Weedo, Senior Planner; 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:

- It was advised that single-family is not an allowed use in the B-1 zoning district with two options expressed; go through a Special Exception process to negotiate through the public hearing process as a redevelopment plan, or amend the Land Development Code (LDC) to allow a detached multi-family property in the Downtown Overlay District.
- A discussion occurred regarding the type of dwelling the property would be with the combination of single-family, multi-family and possibly being categorized as a townhome. The CBO expressed that townhomes do not require fire sprinklers. Apartments do require fire sprinklers. Townhomes are defined as single-family residences with three-stories or less, in groups of two or more attached units with property lines separating the units, and a yard or court on two sides.
- Regarding utilities, there is an 8” watermain in front of the property and if the applicant chooses to have a commercial use, the applicant may need sprinklers installed in the new buildings for fire suppression. The applicant’s engineer would need to calculate the fire main sizing. Additionally, new water meters or conversion to a master meter would be required for the additional units.
- The existing sewer lateral serving the property is believed to be a 4”. The applicant was advised to confirm the sizing before proceeding. LDC does not allow for a 4” lateral to be split. As such, the applicant would need to install a new 6” or 8” sewer lateral for the proposed development units in the rear of the property. It was recommended that the applicant discuss the sewer connection with their engineer and obtain an estimate for a new lateral installation before moving forward.
- Regarding engineering, it was advised that stormwater plans are required if there is an additional 1,000 square feet of impervious surface, which must be specified on the site plan, showing how much there is now and how much is there after the transition has been made.
- Regarding landscaping, it was explained that any large bald cypress or live oak trees 36” in diameter are considered historic trees and would require being preserved or City Commission approval for removal.
- The parking, ADA and slope requirements were discussed; 6 spaces (2 for each dwelling unit). Garages do not count as parking areas.
- It was encouraged to go to the Ormond MainStreet Organization Board to present the proposed project.

**VI. Adjournment**

The meeting adjourned 10:03 a.m.

The SPRC Meeting commenced at 10:06 a.m. on May 18, 2022.

**VII. Attendance**

**Applicants:**

Harry Newkirk, Newkirk Engineering  
Paul Holub, Holub Development

**Staff:**

Steven Spraker, Planning Director  
Robin Gawel, Senior Planner  
David Allen, Planning Civil Engineer  
Cara Culliver, Landscape Architect  
Mike Stephenson, Utilities Engineer  
Marcella Miller, Office Manager

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

**C. Regal Multi-Family Development**

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

The applicants were in attendance and **provided the following** information regarding Regal Multi-Family Development:

- It was stated that the multi-family development was posted with signage regarding the upcoming June 9<sup>th</sup> Planning Board meeting.
- Regarding signage, it was discussed that the non-conforming pylon signs were removed and replaced with two conforming mirrored monument signs on the plan.
- There was discussion on the density of the site with the proposed project planned for 26 units per acre.
- It was advised that the landscaping calculation and plan will be shared. The landscaping will be matched and mirrored on both sides of the entrance and on both sides of the pond.
- The first 10' of the 50' existing buffer is planned to be calculated as interior landscaping.
- The projected plan shows an atrium/open courtyard with real and faux grass.
- Bicycle racks will be added to the main entrances with the project being on a multi-modal corridor.
- It was stated that a Votran bus stop and shelter will be part of the project (similar to the appearance of the one located at Wawa).
- All sewer fittings will be SDR-26.
- It was stated that the projected usage calculations for the fire flow is 2,000 gallons per minutes.
- The source for the flow rate for the multi-family GPD calculations will be shared.
- On the topic of stormwater, three retention ponds are part of the plan and will be interconnected, and will have fountains. St. Johns River Water Management District suggests setting the limit at a 25-year peak-stage storm.

- The gravity main cover and lift station concerns were addressed. The lift station onsite will be a private lift station.
- The public city lift station that receives the flow from the proposed development may need to be upgraded to serve the proposed development. It will be tested in the near future.

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

- The SPRC reviewer comments were addressed and discussed.
- Discussion occurred between the developer, engineer and Ms. Culliver with there being an understanding that the landscaping can be altered. The trees will be doubled up at the rear of the site to be able to use toward the 10' landscape buffer. It was understood that the applicants seek to use the land use density versus zoning with interior site design.
- It was advised that the applicants will need to apply for a construction letter for schoolboard concurrency following City Commission action.
- The photometric plan was discussed; the lighting can be a maximum of 20' in height to the top of the fixture.
- Regarding utilities, it was advised to make a connection to the existing private manhole and follow the standard details.
- Regarding engineering, it was advised that the pond in the rear of the site with the retaining wall will require maintenance, therefore a maintenance a 5' berm is required on the outside of the wall and needs to be completely around it. The plans are required to specify how it will be maintained.

## **IX. Adjournment**

The meeting adjourned 10:57 a.m.