

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

9:00 A.M., June 22, 2022

The SPRC Meeting commenced at 9:00 a.m. on June 22, 2022.

I. Attendance

Applicants:

Bruce Feeney, Ridge & Associates
Charlie Potter, P.E., AVID Group
Bruce Owens, Belvedere Permits (via zoom)
Ed Kothran, Belvedere Permits (via zoom)
Luke Feeney (via zoom)

Staff:

Steven Spraker, Planning Director
Brian Rademacher, Economic Development
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. 874 Hull Road

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

The applicants were in attendance and also participated by Zoom, **providing the following** information regarding the 874 Hull Road:

- The proposed project property is located in Volusia County.
- The proposed project is for fuel terminal for storage and disbursement for rail fed gasoline and diesel fuel with the intention to fill trucks, offering an alternative way to get fuel expedited to the market, especially in emergency situations such as hurricanes.
- The truck route will be from Harmony Road to Hull Road, out to U.S. Highway 1.
- It was advised that there is a 12” waterline on Hull Road and a 4” existing force main.
- The project proposes two small buildings. One of them, a 50’ by 50’ office building with a sink and two bathrooms (low-water demand), and a separate 24’x 24’ building.
- The service road is intended to run all the way around the tank farm and secondary road.
- Regarding transport, the plan is for approximately seven trucks per hour visiting the facility. (160+ trucks per 24-hour cycle)
- The majority of the western edge of the site is existing wetlands.
- The applicant is interested in GIS maps and pressure data for the project development.

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

- It was discussed that connection to utilities would require annexation into the city due to the property being contiguous.
- The permits and Certificate of Occupancy (CO) will be processed through Volusia County with the City of Ormond Beach concurrently reviewing the site plan for utilities. The water demand information is required. Volusia County will also do a fire review.
- Regarding utilities, it was discussed that the applicant should submit an inquiry as to what pressure data they need, and Mr. Stephenson will forward the pressure data information over. It was advised that a fire hydrant is required within 300' of any building.
- Discussion occurred regarding traffic. The applicant stated that Volusia County would require a traffic analysis which the city can review concurrently. Discussion occurred about concerns of truck traffic on Harmony, Hull Road, and the intersection at Hull Road and U.S. Highway 1.
- Staff would need to create an I-2 zoning district for the project to create a compatible city zoning use.
- The proposed project was discussed and it was advised that the **following should be submitted:**
 - Site plan.
 - The proposed water flows.
 - Traffic methodology study.
 - Traffic impact study analyzing Harmony Road, Hull Road, and the intersection working with the Public Works Department.
 - Right-of-way permit application and approval.
 - FEC permit application.
- Two public hearings before the City Commission are required for the annexation. The land use and zoning portion would require one public hearing in front of the Planning Board and two hearings each in front of the City Commission.
- Staff stated that the SPRC meets every Wednesday with the availability to meet again to discuss the project further for additional feedback.

III. Adjournment

The meeting adjourned 9:36 a.m.

The SPRC Meeting commenced at 9:38 a.m. on June 22, 2022.

IV. Attendance

Applicants:

Louis Vigliotti, P.E., LAV Engineering

Carsen Ducan, LAV Engineering

Staff:

Steven Spraker, Planning Director

Robin Gawel, Senior Planner

David Allen, Planning Civil Engineer

Mike Stephenson, Utilities

Marcella Miller, Office Manager

V. Meeting with Applicants – Scheduled Items for Review

B. Kingston Shores

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

The applicants were in attendance and **provided the following** information regarding Kingston Shores:

- Mr. Vigliotti explained the project and how the project is to locate the utilities at the Kingston Shores community to replace the domestic waterline and replace everything coming off of it going to the units as there is a leak issue.
- It was said that the HOA has been incurring monthly plumbing repair bills and it is not a safe situation.

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

- A discussion occurred regarding the proposed project and it was advised that the master meter at the old treatment plant ties into the public pipe. From the treatment plant it contributes everywhere else inside. It was advised that the city's responsibility ends at the master meter as the rest is private. It was advised to work with Volusia County to determine if a permit was required. It was discussed that the as-built was dated 2017.
- Further investigation of the water system, shows the master meter is located at the property line, not at the old treatment plant.
- Concern was expressed with what is in the easement agreement. An agreement was made in the past where there would be another easement all the way across A1A future looping.
- Fire protection concerns were also expressed (the mains to the hydrant) regarding the conditions of the existing fire hydrants. It was advised that one of the two fire hydrants has a hole in the barrel and is inoperable.
- It was advised that there is an 8" main on John Anderson Drive.
- The Department of Health is required to do the distribution system for the state permit.
- Staff will share a screenshot of the GIS map following the meeting.
- SPRC is held on Wednesdays with the availability to discuss the project further.

VI. Adjournment

The meeting adjourned 9:58 a.m.

The SPRC Meeting commenced at 10:30 a.m. on June 22, 2022.

VII. Attendance

Applicants:

Marc Hazen, Hazen Construction
Kim Buck, P.E., Alann Engineering Group
Tom Mehegan, Owner

Staff:

Steven Spraker, Planning Director
Robin Gawel, Senior Planner
David Allen, Planning Civil Engineer
Robert Preis, Utilities Manager
Ron Burk, Equipment Maintenance Supervisor
Mr. Mike Stephenson, Utilities Engineer
Marcella Miller, Office Manager

VIII. Meeting with Applicants – Scheduled Items for Review

C. Preconstruction Meeting, Celadine

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

Mr. David Allen led the preconstruction meeting.

The applicants were in attendance and participated by Zoom **providing the following** information regarding Celadine:

- It was advised that when the DEP permits expire November 2022, the contracted engineer will reapply.
- Regarding the project start-date, it was reported that the surveyor will be out to the property next Monday, 6/27.
- Ms. Buck plans to upload shop drawing to the ProjectDox electronic file folder.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; Mr. David Allen, Planning Civil Engineer; Mr. Robert Preis, Utilities Manager; Mr. Ron Burk, Equipment Maintenance Supervisor; and Mr. Mike Stephenson, Utilities Engineer, **provided the following** information:

- The development order has been approved.
- Engineering Permit BP22-5414 is under review.
- The HRS water and DEP sewer permits have been received.
- It was advised that Mr. Jason Weidenmiller is the Engineering Inspector.
- There are no outside permits required.
- The hours of construction were explained; 7:00 a.m. to 7:00 p.m., no Sundays.
- It was advised for the tentative project schedule to be sent to Mr. Allen.
- The testing requirements for utilities were explained. Flagler will do the inspection on the subdivision. All density tests over the utility lines are to be submitted to Mr. Weidenmiller.

- As-built requirements:
 - Submit digital file for review.
 - Final – Submit three paper copies, mylar, disk.
 - Engineer to certify and submit.
- Inspections/Project process:
 - List of inspections required and relayed for utilities will be included in the Engineering Permit.
 - The connection to existing utilities will require a written notification, (e-mail) 48 hours prior to making the connection.
 - A reminder that the City of Ormond Beach will require legal descriptions and sketches of proposed easement, access and utilities, for approval by the City Commission. Have preliminary documents but have not sent to the City Commission yet.
 - Both water and wastewater system must be cleared and accepted prior to the installation of a water meter. Hydrant meters are available from the Finance Department.
 - Following discussion it was reported that installation of the force main across from Airport Road is open-cut, already stubbed-out and across the road. This will be reflected on the force main as-builts.
- Final Inspection Procedures:
 - 95% Punch list.
 - Final Inspection.
- It was directed to advise staff of any outstanding items to make the contractors and inspectors aware of.
- Regarding the location of the wet well, it was advised that a portable generator needs to fit in front of the wet well within the fence.
- Regarding utilities, it was advised to specify where the water connection will be on the parcel. The City is responsible for all utilities, and Flagler County is responsible for the stormwater and irrigation.
- SPRC is held on Wednesdays with the availability to discuss the project further.

IX. Adjournment

The meeting adjourned 10:48 a.m.

The SPRC Meeting commenced at 11:00 a.m. on June 22, 2022.

X. Attendance

Applicants:

Kim Buck, P.E., Alann Engineering Group
Heather Garrey, BETNR Construction
Eric Garrey, BETNR Construction

Staff:

Steven Spraker, Planning Director
Robin Gawel, Senior Planner
David Allen, Planning Civil Engineer
Tom Griffith, Chief Building Official
Mike Stephenson, Utilities Engineer
Chris Walter, Plans Examiner
Cara Culliver, Landscape Architect
Marcella Miller, Office Manager

XI. Meeting with Applicants – Scheduled Items for Review

D. Pre-application for Hull Road Storage

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

The applicants were in attendance and **provided the following** information regarding the pre-application for Hull Road Storage:

- The property is proposed to be office space for a warehouse with a pedestrian and roll-up door in the front. It will be a condo-type unit for RV/Boat storage or business/warehouses similar to the U.S.1 project at Bull Run.
- A 6' security chain-link fence is proposed.
- It was discussed that the project will abide by the 15' building setback.
- It was advised that the stormwater encroaches in the buffer area.

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

- Regarding utilities, it was advised that there is a 12" waterline with no sewer availability. Mr. Stephenson advised that it will be researched if the sewer will be extended or if the applicant may rely on septic. The area is planned to be master metered for water with one meter onsite according to the applicant.
- Regarding landscaping, it was advised that there is not a 15 percent tree preservation requirement due to the lot not being heavily wooded. The landscape buffer requirements are as follows: 10' in the front, 6' on the sides; and 40' abutting residential.

- The Chief Building Official (CBO) advised that there must be fire department access for the non-sprinkled building. A fire truck must be able to get in within 150' of the farthest point. A fire hydrant must be within 300' of the farthest point of the building. It was advised that a two-hour fire barrier must be installed in order not to have to provide a fire sprinkler system throughout the building if it is over 12,000 square feet.
- There was discussion on the industrial business in the I-1 zoning district abutting residential and that it requires a masonry wall as detailed in Section 2-50(n)(14) of the Land Development Code (LDC). This can go through a Special Exception to waive the wall, first going to the Planning Board as an advisory Board and then to City Commission for the final decision. It was advised that a post and panel wall for the masonry wall is acceptable.
- No neighborhood meetings are required if the applicants can show staff that they are abiding by the 40' buffer.
- There was discussion regarding the front of the building requiring architectural treatment.
- Regarding signage, a monument sign is allowed and is required to be back 5' back from the property line.
- SPRC is held on Wednesdays with the availability to discuss the project further.

XII. Adjournment

The meeting adjourned 11:20 a.m.

The SPRC Meeting commenced at 11:30 a.m. on June 22, 2022.

XIII. Attendance

Applicants:

Jake Stehr, Zev Cohen & Associates
Anne-Marie Muldowney, Zev Cohen & Associates
Kris Rowley, Zev Cohen & Associates

Staff:

Steven Spraker, Planning Director
Robin Gawel, Senior Planner
David Allen, Planning Civil Engineer
Mike Stephenson, Utilities Engineer
Cara Culliver, Landscape Architect
Tom Griffith, Chief Building Official
Chris Walter, Plans Examiner
Marcella Miller, Office Manager

XIV. Meeting with Applicants – Scheduled Items for Review

E. Valiant Diner Expansion Phase 3

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

The applicants were in attendance and also participated by Zoom **providing the following** information regarding expansion of the Valiant Diner, Phase 3:

- The applicants requested the SPRC meeting to discuss comments from the online permitting program.
- Discussion occurred regarding the finished floor matching the other two buildings.
- Addressing other comments, it was advised that the existing pond above the bank is 25". There is significant clearance of any flooding issues.
- It was advised that the business will start construction with Phase 1 first.

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

- Discussion occurred regarding the program comments submitted and it was advised that a fire hydrant is required within 300' from the farthest part of the building. It was determined that it would be located north of the dumpster. It was advised regarding the finished floor, to identify that the crown of the road elevation for the finished floor is less than 18" above the crown of the road.
- It was advised to send a letter request to Mr. Alex Schumann, City Engineer, if allowing a lower elevation, regarding the clearance of flooding issues with the existing pond flooding concerns.

- Concerns with St. Johns Water Management inquiring about the wetlands was discussed.
- The parking lot was discussed and the fact that a fully functioning parking lot should be put in.
- It was advised that if building 4 is not built, a grass parking area is required to be put in that spot. Another fire hydrant may need to be installed if building 4 is built.
- Regarding utilities, it was discussed that there is one meter for the two buildings for water.
- SPRC is held on Wednesdays with the availability to discuss the project further.

XV. Adjournment

The meeting adjourned 11:44 a.m.