

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

9:00 A.M., July 27, 2022

The SPRC Meeting commenced at 9:00 a.m. on July 27, 2022.

I. Attendance

Applicants:

Luke Kilic, Zev Cohen & Associates
Steven Sevigny, Ormond Gateway (via zoom)
Scott Kearney, Wawa Convenience Store & Gas Station (via zoom)

Other attendees:

John Bozzo, Hometown News (via zoom)

Staff:

Steven Spraker, Planning Director
Sarah Cushing, Planner
David Allen, Planning Civil Engineer
Tom Griffith, Chief Building Official (via zoom)
Mike Stephenson, Utilities Engineer
Marcella Miller, Office Manager

II. Meeting with Applicants – Scheduled Items for Review

A. Ormond Gateway Subdivision

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 the Ormond Gateway Subdivision:

- The site is in the B-7 zoning district.
- Changes were conversed regarding the site that RaceTrac Convenience Store (lot #2) initially proposed to build on as well as the two other adjoining lots. An additional lot line will be added between lot numbers 2 and 3, therefore a lot line modification/lot split is of interest. It was discussed that RaceTrac decided not to follow through with the project.
- The new proposed project for the site is for a Wawa Convenience Store & Gas Station to be added to the Ormond Gateway Subdivision site.
- The modification of the site and permits were discussed. The St. Johns Water Management District (SJRWMD) permit is completed and Florida Department of Transportation (FDOT) permit almost complete.
- It was advised that the impervious areas are not being changed.
- The entry drives will not be changed from the original plan. The entry drive will be designed for and with subdivision plans and improvements and will be reflected on the plans as part of lot #2.
- Discussion occurred regarding the timeline, and it was advised that construction will commence, followed by the improvements and then the sequence of construction will

begin with subdivision improvements first with the site contractors, then the gas station construction will take place simultaneously with the same contractor.

- It was advised that the plat will be recorded, followed by the lot split and lot line adjustment will take place to move the boundary.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Sarah Cushing, Planner; Mr. David Allen, Planning Civil Engineer; Mr. Tom Griffith, Chief Building Official; and Mr. Mike Stephenson, **provided the following** information:

- The options were discussed to amend the plat, do a preliminary plat before the Planning Board and City Commission, and then the final plat before the City Commission or proceed with the three lots and once recorded to do the lot split. The lot split cannot take place until the plat is recorded.
- Staff confirmed that the project could start the infrastructure improvements with the approved site plan and amend the plat during construction.
- The number of lots allowed and dimensional standards were discussed; minimum of 20,000 square feet with a minimum lot width of 100'.
- Staff noted the regulations of a lot split. It was detailed another lot split cannot occur for a three-year period.
- Discussion occurred regarding the lot combination with there being no limitation on lot combinations
- It was advised that the impact fees, including water and sewer fees, are assessed for individual users at the time of construction.
- Regarding utilities, it was expressed that once the system is manifolded between two separate owners, the force main would then have to be public. Current LDC does not allow private lift stations to pump into private lift stations. Regarding tying in at U.S. Highway 1 and the proposed gravity/force main configuration on the properties, it was directed for an e-mail to be sent and shared with the Utilities Manager and the Public Works Director for review.
- A construction phasing plan is needed for the dirt storage as the ponds are dug. The dirt storage plan would be reviewed by Mr. Allen.
- The revised newly proposed project was discussed and it was advised that the **following should be completed and submitted:**
 - Submit the new site plan review with the new lot layout.
 - Coordinate Wawa Convenience Store & Gas Station attending SPRC with their layout on the property and submittal of their site plan.
 - Submit updated traffic study as part of the subdivision submittal.
 - Be mindful of the new landscape buffers in between the smaller lots.
- 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 9:24 a.m.

The SPRC Meeting commenced at 9:45 a.m. on July 27, 2022.

IV. Attendance

Applicants:

Alexis Franco
Jaidy Franco

Other attendees:

John Bozzo, Hometown News (via zoom)

Staff:

Steven Spraker, Planning Director
Sarah Cushing, Planner
David Allen, Planning Civil Engineer
Tom Griffith, Chief Building Official (via zoom)
Mike Stephenson, Utilities Engineer
Marcella Miller, Office Manager

V. Meeting with Applicants – Scheduled Items for Review

B. 305 N. U.S. Highway 1, Change of Use

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

The applicants were in attendance and **provided the following** information regarding 305 N. U.S. Highway 1, Change of Use:

- The applicant is interested in a change of use from *O, Office* to *SA, Service Automotive* for a vehicle sales business.
- It was discussed that the site does not abut residential.
- No improvements are planned for the premises.
- The business currently has six parking spaces.
- Plans will be made to get the survey recertified.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Mr. David Allen, Planning Civil Engineer; Ms. Sarah Cushing, Planner; Mr. Tom Griffith, Chief Building Official; and Mr. Mike Stephenson, Utilities Engineer, **provided the following** information:

- The criteria for the change of use was explained and it was advised that a new site plan showing the impervious surface and a landscape plan, including the square footage of the display area, are required specifying compliance with the Land Development Code (LDC) standards.
- The stormwater retention plan and stormwater management plan was discussed. If the new surface is over 1,000 square feet there are stormwater considerations.
- When discussing the project, it was advised that it would require SPRC approval only.
- Regarding landscaping, 15 percent of the site is required to be left natural, with the trees left on the site. The landscape buffer requirements are 36' from the property line, if over 200 feet in depth or 25' if less than 200 feet in depth on U.S. Highway 1, and 10' on the side street.

- The parking was discussed and it was advised that the requirement is for two customer parking spaces for the first thirty vehicles for sale which would require three parking spaces, including two for customers for the first thirty and one for each employee on the largest shift.
- Parking on unapproved surfaces are not allowed. Parking must be on an improved finished surface and not grass or under trees as it can damage their root systems. It was discussed that turf block is allowed. Visitor and employee parking areas should be in separate areas. All displays from the right-of-way are required to be screened. Tandem parking is allowed.
- In discussion on the landscaping requirements, it was expressed that the Landscape Architect, Ms. Cara Culliver, will reach out to discuss the potential project.
- The lighting requirements were explained if any light poles were in the plans. The light pole cannot be higher than 20'.
- Staff stated that the SPRC meets every Wednesday with the availability to meet again to discuss the project further for additional feedback.

VI. Adjournment

The meeting adjourned 10:04 a.m.

The SPRC Meeting commenced at 10:07 a.m. on July 27, 2022.

VII. Attendance

Applicants:

Diane Reed, Shamrock Building Systems
Mark Dowst, Mark Dowst & Associates Inc.

Other attendees:

John Bozzo, Hometown News (via zoom)

Staff:

Steven Spraker, Planning Director
Sarah Cushing, Planner
David Allen, Planning Civil Engineer
Tom Griffith, Chief Building Official (via zoom)
Mike Stephenson, Utilities Engineer
Marcella Miller, Office Manager

VIII. Meeting with Applicants – Scheduled Items for Review

C. Ecklos 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 Ecklos Storage:

- The 24-acre site is located split zoned in the I-1, Light Industrial and SE, Special Environmental zoning districts.
- The conceptual design shared proposes a three-story dehumidified 122,300 square foot self-storage building (CubeSmart Self-Storage), and RV/Boat storage, and additional single-story warehouse buildings. To the left of the three-story storage building as well as in the back of the building there will be single-story 10' by 30' exterior storage units that are non-airconditioned.
- The proposed building design includes a decorative aluminum fence and would include a knox box lock for emergency access. The business will have two loading access points.
- It was discussed that lighting will be on the building.
- It was explained that the main building will be sprinkled. The first floor of the main building will be fire-rated.
- The drive aisle will be 30'.
- The applicants will research the fire hydrant across the street.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Sarah Cushing, Planner; Mr. David Allen, Planning Civil Engineer; Mr. Tom Griffith, Chief Building Official; and Mr. Mike Stephenson, Utilities Engineer, **provided the following** information:

- The architectural requirements were discussed and it was advised to keep the architecture at earth tone colors on the site fronting U.S. Highway 1. Architectural embellishments were suggested for the sides of the buildings facing the roads, the

front view corridor and the side. A design was requested that breaks up the blank walls. It was directed for there to be no geometric patterns or stripes.

- Regarding utilities, it was advised that there is a 12” watermain on the east side of U.S. Highway 1, a 20” force main on the west side of U.S. Highway 1. The water flow for the restroom(s) was requested to be reported.
- Regarding building matters, it was advised that the fire flow is requested as well as a fire hydrant in the back of the property, 300’ from the farthest point of the building. A loop may be required. It was also advised that a FDOT permit is required for anything on U.S. Highway 1. One-hour fire walls are required between the exterior storage units in the back to prevent from needing sprinklers.
- It was advised that an environmental study is required.
- The 25’ county required buffer for wetlands was discussed with further explanation that if they do not have the buffer then they can mitigate for it.
- The project requires SPRC technical review, site plan submittal, allowing two weeks for comments and another two weeks for review.
- Staff stated that the SPRC meets every Wednesday with the availability to meet again to discuss the project further for additional feedback.

IX. Adjournment

The meeting adjourned 10:40 a.m.

The SPRC Meeting commenced at 10:41 a.m. on July 27, 2022.

X. Attendance

Applicants:

Harry Newkirk, Newkirk Engineering
Katy Crooke

Other attendees:

John Bozzo, Hometown News (via zoom)

Staff:

Steven Spraker, Planning Director
Sarah Cushing, Planner
David Allen, Planning Civil Engineer
Tom Griffith, Chief Building Official (via zoom)
Mike Stephenson, Utilities Engineer
Marcella Miller, Office Manager

XI. Meeting with Applicants – Scheduled Items for Review

D. North Interchange Industrial Flex and 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 North Interchange Industrial Flex and Storage:

- Both storage, outdoor RV and Boat storage, and warehouse are the intended uses on the parcel(s) through the Planned Business Development (PBD) process.
- Parking will be laid out around the building.
- The fencing was discussed, the visible chain-link fencing will be replaced with 6' white vinyl fencing, other than in the natural area, and will have opaque metal gates. The dumpster enclosure will match the building.
- The proposed project was discussed with the answers relayed for specific inquiries and comments through the electronic ProjectDox online program.
- Regarding the inlet comments, it was advised that the site and finished floor will be raised.
- Regarding Rosemary Street, the access for the outparcel, it was discussed that it is in the County of Volusia and the maintenance is their responsibility.
- The parcel numbers on the surveys are being corrected. Benton Street has been vacated by deed and will also be updated on the survey.
- It was discussed that there are no wetlands on the site.
- The stormwater design was discussed.
- The site will have a private hydrant and water main and a gate valve on the property line. A sampling manhole and water sampling station will be added.
- The seasonal-high water table is what is being used for the wet retention pond system.
- Extra access points will be added for emergency access.
- The signage was discussed.

- A 5' sidewalk is being connected to the existing side walk. The sidewalk will go across Flagler Road and connect to U.S. Highway 1.
- 10' utility easement is being added across the entire length across the front.
- Other topics discussed were retention ponds and the addition of easement plans.
- Parking for overflow was added to the new plans.
- The units will have floor drains.
- The desire expressed is to go to Planning Board by the September meeting date with plans to submit all documentation by August 5th. The site plan and PBD documents, including the Neo-Eclectic architectural design information will be resubmitted.
- The architectural design discussion ended in a revision on the architectural design on the front of the building. Once understanding the requirements, the applicants will add the same approved design on the other end of the front of the building.
- It was discussed that the project will upsize the Flagler buffers for public benefit as well as add more shade trees and understory to the frontage.
- It was expressed that the trees will be removed that are in the right-of-ways (ROW) for utilities and for drainage to improve the ROWs.
- The Flagler Road buffers will be upsized for public benefits with tree trees and shrubs being of larger caliber. More shade trees and understory (crepe myrtle trees) will be added as well.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Sarah Cushing, Planner; Mr. Tom Griffith, Chief Building Official; Mr. David Allen, Planning Civil Engineer; and Mr. Mike Stephenson, Utilities Engineer, **provided the following** information:

- It was discussed that a letter is required to be sent to the City Engineer explaining reasons why the proposed building is not 18" above the crown of the road.
- It was advised to add signage and a stop sign to the Flagler Road and Rosemary Street intersection.
- Rational should be provided for the drainage. The hydraulic grade line for the pipe systems was discussed.
- Regarding landscaping, the reiterated 60' greenbelt buffer was mentioned along Interstate 95 and the requirement to clip down and minimize the corner space. Additional landscaping was also suggested.
- The architectural design was discussed and it was suggested to add more design to the sides of the building facing the roadways (no stripes or geometric shapes). The blank walls are not preferred. A false window design was discussed and was approved.
- Direction was given per the LDC the existing road is to be improved to the minimum standards at 24' wide across the frontage of the site as well as all the way to Broadway Avenue.
- It was suggested to move the aisle to the other side and closer to the door for the handicapped space (warehouse).
- The documentation that specifies that Benton Street is being vacated is required.
- Staff stated that the SPRC meets every Wednesday with the availability to meet again to discuss the project further for additional feedback.

XII. Adjournment

The meeting adjourned 11:37 a.m.