

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

**9:00 A.M., August 03, 2022**

The SPRC Meeting commenced at 9:00 a.m. on August 03, 2022.

**I. Attendance**

**Applicants:**

Ron Nour, Property Owner  
Brad Donley, Newkirk Engineering

**Staff:**

Steven Spraker, Planning Director  
Robin Gawel, Senior Planner  
Sarah Cushing, Planner  
David Allen, Planning Civil Engineer  
Tom Griffith, Chief Building Official  
Mike Stephenson, Utilities Engineer  
Marcella Miller, Office Manager

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

**A. 100 Rivell Trail**

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 100 Rivell Trail:

- There was discussion on the proposed private subdivision of four half-acre lots for homes to serve a family.
- The subdivision is planned to be a ‘knox-box-locked’ gated community off of a private paved road.
- It was advised that swales are planned around the outside of the road to treat the road for stormwater.
- The water main will be extended down the road with four individual services for each sewer. Four individual grinder pumps or a small lift station was proposed to service the lots.
- The applicant will hire a surveyor to research any wetlands on the property.
- It was determined that the existing house on lot 1 will stay.

Members of the SPRC, Mr. Steven Spraker, Planning Director; Ms. Robin Gawel, Senior Planner; 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 process was explained for SPRC submittal with a preliminary plat application, submitting the construction drawings, which would involve going before the Planning

Board, followed by the City Commission for one reading. The preliminary plat must show the individual stormwater areas.

- After preliminary plat, a project could go to construction and record the final plat once construction is complete or post a performance bond and then record the plat. A final plat requires two hearings before the City Commission.
- The approximate time for the process for the submittal is three weeks for the subdivision and then two weeks for re-submittals. Project comments are received through the electronic ProjectDox system. The preliminary plat would take approximately two months, with the ability to then go to construction. As finishing the road, can then start the process of the final plat. The flow charts for the processes will be shared following the meeting via e-mail.
- It was discussed that the minimum Right-of-Way (ROW) is 50' unless the project goes through the Planned Residential Development (PRD) process.
- Regarding utilities, it was advised that the applicants can do individual stormwater for the lots with suggestion to be mindful and careful of the two lots close to the river. There must be clear delineation on where public and private stormwater will be. It was advised that any force main in the city's Right-of-Way (ROW) is required to be a 4" once the city maintains it. It was noted that the gravity main in Shady Branch is 13-14' deep and that the private force main goes to the property line. The gate valve has to be at the property line. It was advised that everything from that point up to Shady Branch is 4". The manhole should be lined due to the force main.
- Regarding engineering matters, it was suggested design for the stormwater to be done based on the impervious surface. Stormwater improvements are encouraged on lot 1. Stormwater is required on the other three lots. An auto-turn analysis is required to ensure that emergency service vehicles can turn around. It was advised that the drainage easements are required to get to the swales and the outfall. It was determined that a master stormwater retention ponds are not required.
- Regarding building matters, it was advised that a fire hydrant is required every 500'. If one is placed at the turn-around it is thought that it should service all of the properties in the proposed subdivision. The fire hydrant is required to be on a 6" line. There is currently a 2" line on Rivell Trail leading up to Shady Branch Trail which has a 6" line.
- Regarding landscaping, due to the Landscape Architect being out of the office, the following requirements were relayed:
  - The side landscape buffers are 6'.
  - Fifteen percent of the site shall be set aside for tree preservation. (It was advised that it appears that is currently already being met)
  - Be mindful of any 36" in diameter live oak or bald cypress historical trees requires City Commission approval. The applicants should provide an Environmental Impact Analysis and wetland delineation.
  - Advised the applicants to talk to St. Johns River Water Management District (SJRWMD) about required permits.
- It was suggested to talk to the surrounding neighbors about the project prior to construction on Rivell Trail.
- A Homeowners' Association (HOA) is required for common area improvements.
- 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 9:21 a.m.