

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

9:00 A.M., August 24, 2022

The SPRC Meeting commenced at 9:00 a.m. on August 24, 2022.

I. Attendance

Applicants:

John Dillard, Zev Cohen and Associates
Jeff Norder, Bomar Construction
Levi Hutchins, Bomar Construction
Mitchell Booth, Love Whole Foods

Staff:

Sarah Cushing, 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. Love Whole Foods Addition Preconstruction Meeting, 275 Williamson Blvd.

Ms. Cushing started the conversation with the introduction of City staff and applicants.

Mr. Allen led the preconstruction meeting.

The applicants were in attendance and **provided the following** information regarding Love Whole Foods Addition Preconstruction:

- It was advised that the Engineering Permit, Elevation Certificate and cost information were sent to Mr. Spraker.
- It was discussed that there are no changes to the approved set of plans.
- The silt fence will be installed in front of the group of pine trees.
- The Owner has expressed that the County has concerns with tying into Hand Avenue at this time with the apartment complexes going up across the street.
- Expressed interest in having sidewalk on Williamson extended past old Regal Cinemas to the Ormond Town Center plaza.

Members of the SPRC, Ms. Sarah Cushing, 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:

- Regarding tying into Hand Avenue for another access, it was discussed that the owner/contractor to send a letter to Mr. Spraker explaining the concern with doing so at this time.

- Mr. Allen stated he would express interest in sidewalk expansion to Public Works department.
- The development order has been approved: PZ-21-096.
- The Engineering Permit application and costs have not been submitted via ProjectDox.
- The permits and the services required were discussed. Water and sewer permits are not necessary. Mr. Allen handed the list of required inspections ~~permits~~ to the applicants.
- It was advised that Mr. Weidenmiller is the engineering site inspector.
- The tentative project schedule for the site work is to be e-mailed to Mr. Allen by the Contractor, Bomar Construction.
- Hours of construction for the site work: 7:00 a.m. to 7:00 p.m. Monday through Saturday. No Sundays work permitted.
- **Testing Requirements:**
 - All density tests are to be submitted to Mr. Weidenmiller. He must also be there when connecting to the private lift station.
 - Video all sanitary sewer gravity mains with a City representative present.
 - **As-built Requirements Site Plan:**
 - Submit digital copy for review.
 - Final drawings – Submit three (3) paper copies, signed and sealed mylar, disk or digital copies of both pdf and autoCAD.
 - Engineer certify and submit.
- **Inspections/Projects Process: (online with pin # and engineering permit info)**
 - List of inspections required for site work will be included in the Engineering Permit. If protected tree species are identified in the tree survey then the City's Landscape Architect, Cara Culliver, will get involved.
- **Final Inspection Procedures:**
 - 95 percent review, punch list, and walk-through will be provided by Mr. Weidenmiller.
 - Final Inspection.
 - It was advised to make the inspectors aware of any changes or outstanding items as the construction progresses.
- **Utilities:**
 - 24-48 hours' notice required prior to tapping the water main for potable water line.

III. Adjournment

The meeting adjourned 9:27 a.m.

The SPRC Meeting commenced at 9:30 a.m. on August 24, 2022.

IV. Attendance

Applicants:

Lee Wright, property owner (via zoom)

Staff:

Sarah Cushing, Planner

David Allen, Planning Civil Engineer

Alex Schumann, City 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. Metronet, 124 South Yonge Street

Ms. Cushing started the conversation with the introduction of City staff and applicants.

The applicant participated by Zoom and **provided the following** information regarding Metronet, 124 South Yonge Street:

- The design and proposal for the Andrew's Market communications shelter was discussed. It will be 12' by 28' (322 square feet).
- The design is planned to be 10' tall and a pre-cast structure as often seen at most cell phone towers.
- The lighting will be outside of the door faced towards the west wall and will be motion-censored.
- The driveway will be located off of Jefferson Street.
- The power and gas connections are in the right-of-way (ROW).

Members of the SPRC, Ms. Sarah Cushing, Planner; Mr. David Allen, Planning Civil Engineer; Mr. Alex Schumann, City Engineer; Mr. Tom Griffith, Chief Building Official; Mr. Mike Stephenson, Utilities Engineer; and Ms. Cara Culliver, Landscape Architect, **provided the following** information:

- It was advised that a recent survey and site plan are required.
- A discussion occurred regarding the driveway and it was advised that the right-of-way (ROW) line is required to be on Jefferson Street no less than 70' from where it intersects (N. Yonge Street/U.S. Highway 1).
- The existing chain-link fence was discussed and it was advised that it is not permitted in the zoning district. A 6' masonry wall or fence is required abutting residential, perpendicular to Jefferson Street. A six-foot wall or fence was permitted on the other yards with documentation that the line of sight triangle will not be impacted at the intersection of Jefferson Street and N. Yonge Street.

- It was advised to identify the point of intersection on the site plan to avoid the line of sight triangle when installing the fence. The fence must be 3' from the edge of the right-of-way on both streets.
- Regarding landscaping, the landscape buffers are 20' on U.S. Highway 1; 10' on the side street; and 20' on the rear abutting residential.
- A concrete apron is required for the driveway within the right of way. Applicant to advise of type of gravel and frequency of trips to the site during the submittal process. If staff feels the proposed gravel or driveway will be impervious, then the applicant will likely need a stormwater plan due to being over 1,000 square feet of impervious surface. It was suggested that a small swale adjacent to the driveway would be beneficial.
- SPRC is held on Wednesdays with the availability to discuss the project further.

VI. Adjournment

The meeting adjourned 9:51 a.m.