

**May 3, 2022**  
**Request for additional information**  
**Site Plan Review Committee, 1<sup>st</sup> submittal review of Tomoka Reserve**

**Project Name: PZ-22-043**

**Project Description: Tomoka Reserve**

Review Comments List Date: 5/3/2022

**Ref. # 10, Civil Engineer, David Allen, Cycle 1, Unresolved**

Markup: Civil-Overall Development Plan, Tomoka Reserve PD Plans 2 - Overall Development.pdf

Section 2-35(j) requires full site plans for review. Based on preliminary meetings several issues need to be shown on the plans during this review,

1. Drainage Plan â Provide locations of discharge points for the stormwater management systems. If there are no discharge points provide documentation for the level of storm to be held on site, 100 year, etc.
2. Provide drainage plan that identifies location for off-site drainage that enters the project site and how this will be accommodated.
3. The emergency secondary access is crucial to the protection of the residents of this new development. Please provide locations for this access.
4. The proposed pedestrian access appears to cross private property of the existing development. Provide documentation that these access points will in-fact will occur.

**Ref. # 11, Civil Engineer, David Allen, Cycle 1, Unresolved**

Markup: Civil-Roadways, Tomoka Reserve PD Plans 3 -Open Space Plan.pdf

Will this section be within a tract? Show the proposed location of utility mains. How will the easement for the City for maintenance and operation of the utility lines be written?

The roadway cross section shown indicates a 20-foot pavement width. The LDC allows for this cross section for subdivision streets, however the collector and minor arterial roadways require a larger width. The layout of the proposed roadways includes significant bends and turns. There is concern with the viability of the narrow pavement width access by emergency vehicles. Provide assurance that there will not be any impediments for emergency vehicles

**Ref. # 12, Civil Engineer, David Allen, Cycle 1, Unresolved**

Markup: Civil-Amenity Area, Tomoka Reserve PD Plans 3 -Open Space Plan.pdf

Provide information on the existing buildings that will remain and if additional indoor recreation will be required.

Show existing buildings that will be removed.

**Ref. # 13, Civil Engineer, David Allen, Cycle 1, Unresolved**

Markup: Civil-Buffer, Tomoka Reserve PD Plans 3 -Open Space Plan.pdf

Will this buffer area be placed in a tract with specific requirements for maintenance?

**Ref. # 14, Civil Engineer, David Allen, Cycle 1, Unresolved**

Markup: Civil-Water :Main-Fire Hydrants, Tomoka Reserve PD Plans 7 - Utility plan.pdf

Provide an analysis of the proposed water system with identifiable locations of fire hydrants to evaluate the flow capacity for fire protection.

**Ref. # 15, Landscape Architect, Cara Culliver, Cycle 1, Unresolved**

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Markup: Landscape/Tree Comments, Tomoka Reserve PD Plans 5 -Buffer plan .pdf

- A minimum of fifteen percent (15%) of the total gross area of the site shall be designated for the protection of trees. Please demonstrate this requirement has been met.
- The 50' landscape buffer is a Type 6 and shall comply with these requirements. Planting to the type 2 as shown in the buffer elevation is minimal and the screening shall be greater.
- All subdivisions and other developments involving the creation of new streets shall adhere to Section 3-05(c)(15)(18)(19).
- A landscape plans shall be submitted for all the required landscape buffers detailing the tree, shrub/ground cover requirements and how they are being met, street tree plan, main entrance landscape and amenity plans. These plans shall also detail/provide calculations for the minimum tree, tree mitigation & specimen tree requirements. Irrigation plans will also be required and comply with the Volusia County Waterwise Ordinance.
- A tree survey was prepared. Please prepare a tree protection/removal plan superimposed over the proposed improvements, including tree/mitigation calculations with your next submittal.

**Ref. # 59, Planner 1, Robin Gawel(B), Cycle 1, Unresolved**

Markup: Planning, Tomoka Reserve PD Plans 6- typical lot layout.pdf

Please describe how the proposed reduced setbacks and the narrow roadway (20') will not present parking issues for the full time residents and any guest that may visit and what measures will be taken to ensure emergency vehicles will not be blocked by residents or guest parking on the street.

**Ref. # 44, Planner 3, Becky Weedo, Cycle 1, Info Only**

Comment: Subdivision is located in Flood Zone X. The next detailed engineered site plan will need to include the Finished Floor Elevations and the crown of road elevations. Per Section 3-18(f)(7) of the City Land Development Code, to prevent increased flood damage outside of special flood hazard areas, the lowest floor of new principal buildings must be elevated at least 18 inches above the crown of road, unless the city engineer approves a lower height based on site-specific conditions.

**Ref. # 16, Planning Director, Steven Spraker, Cycle 1, Info Only**

Comment:

Cover Sheet: Informational: The property has a land use of Low Density Residential per the Future Land Use Element of the Comprehensive Plan, described below.

Low Density Residential (LDR)

Purpose: To protect and encourage the continued development of typical single-family residential areas and stabilize and protect the character of such neighborhoods. Institutional uses may be permitted in accordance with the maximum floor area ratio.

Density: up to 4.3 units per acre

Maximum FAR: 0.2

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**Ref. # 17, Planning Director, Steven Spraker, Cycle 1, Info Only**

Comment: Cover Sheet: Informational: The zoning is Planned Residential Development. The property was rezoned to Planned Residential Development with Ordinance 2006-17 and issued a Development Order to allow 119 multi-family units, 3 single-family units, and to maintain a golf course. The Development Order has expired and a Development Order amendment is under review presently.

**Ref. # 18, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Cover Sheet (Overall) Neighborhood meeting

A neighborhood meeting is required in accordance with Section 4-03(d)(6) of the Land Development Code. See the code section below:

(6)Neighborhood compatibility meetings.

- a. *Applicability.* An informal community meeting shall be held after the initial submittal of an application and prior to the second review by the SPRC when it has been determined by the planning director or designee that such a meeting could contribute to the community's understanding and knowledge of a proposed development in their neighborhood. Community meetings are required at a minimum when a nonresidential development is abutting residential areas. Industrial is specifically excluded from this requirement.
- b. *Purposes.* The purposes of community meetings are as follows:
  1. Provide an opportunity where an applicant and the community can meet and discuss the merits of a development in an informal environment;
  2. Educate and inform residents of how new development can co-exist with existing development in the community;
  3. Obtain input from residents to revise site plan prior to administrative approval by the city.
- c. *Structure of a community meeting.* Any meeting held as a result of this section shall be conducted at or in a close proximity of the proposed project location. The time of the meeting shall be convenient to the surrounding property owners to maximize attendance. A record of the meeting and those in attendance shall be provided to the planning department. The planner attending the meeting shall only act as an observer of the proceedings. It is the responsibility of the applicant to notify, in writing, all affected parties, including the homeowners' association, if one exists, all tenants of property, the appropriate city staff person and members of the planning board and city commission, regardless of the project's location, of the meeting's date time and place. No neighborhood meeting shall be on the night of planning board or city commission meetings. The following sequence of activities is required:
  1. *Notification.* Two (2) weeks prior to the meeting date, the applicant shall mail notices of the meeting date, time and place to all property owners inside a radius of six hundred feet (600') from the boundary of the proposed development. Documentation of the mailed notice in the form of a stamped mailing list by the local postal office signifying the notice was sent shall be provided to staff for verification. For purposes of F.S. ch. 286, city staff shall ensure these meetings are included in a public notice published in a newspaper of general circulation.
  2. *Development presentation.* The applicant should explain the proposed use of the subject property and make a copy of the proposed site plan available for review by

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attendees. The applicant should also discuss the project's development objectives, fit and design philosophy.

3. *Question and answer period.* Upon completion of the presentation, time should be reserved for questions and answers. The applicant should be prepared to discuss how potential conflicts could be mitigated. Any representations made by the applicant to the attendees in order to gain support for the proposal shall be considered as a voluntary proffered condition. The use being presented is a permitted use; consequently, citizen questions should be concentrated on how the development affects their property and possible solutions for mitigating such impacts. A question of whether a permitted use should be developed is not a subject of the meeting.

**Ref. # 19, Planning Director, Steven Spraker, Cycle 1, Info Only**

Comment:

Cover Sheet: (Overall) Informational

The project shall require the following approval process:

1. Neighborhood meeting. Note the applicant is required to provide abutter letter notice.
2. Planning Board. Note that applicant is required to post the property.
3. City Commission: Note that the applicant is responsible for recording costs.

**Ref. # 20, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Cover Sheet (overall) Title opinion

With the 2006 approval referenced a title opinion that provides that there are no private land use restrictions associated with the former golf course property. Please provide a title opinion that there are no private land use restrictions associated with the subject property.

**Ref. # 21, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Cover Sheet (Overall): Pre-application neighborhood meetings

SPRC staff are aware of two pre-application meetings were conducted. Please provide a summary of what comments were received during these meetings. Please provide a separate analysis of how the proposed plan incorporates the comments provided in the public meetings. Section 2-35(b)(1)(b) of the Land Development Code states, More intense uses (e.g., townhouses in a single-family district, or apartments in a townhouse district) may be allowed, provided that their visual and functional impact on neighboring districts is minimized by providing adequate buffering and screening, and all the requirements of this section are met.

**Ref. # 22, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Overall: Application letter

Please provide a letter detailing how the criteria of the Planned Residential Development have been met, including Section 2-35(j)(4) of the Land Development Code that states:

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- (4) In considering an application for a PRD, the planning board may recommend approval, approval with conditions, or disapproval and the city commission may base its conditions of approval or denial of the issuance of a development order on the extent to which the development offers site amenities above that normally found for permitted uses in the district with regard to the following:
- a. Innovative site design.
  - b. Coordinated architectural design.
  - c. Open space, recreation, common areas.
  - d. Coordinated streetscape elements.

Please provide in the letter an analysis of the development order criteria of Section 1-15(e) of the Land Development Code:

(e) *Development order criteria.* In its review of any application requiring a development order, planned developments, special exceptions and LDC amendment applications, the board shall consider:

- (1) The proposed development conforms to the standards and requirements of this Land Development Code and will not create undue crowding beyond the conditions normally permitted in the zoning district, or adversely affect the public health, safety, welfare or quality of life.
- (2) The proposed development is consistent with the comprehensive plan.
- (3) The proposed development will not adversely impact environmentally sensitive lands or natural resources, including, but not limited to, waterbodies, wetlands, xeric communities, wildlife habitats, endangered or threatened plants and animal species or species of special concern, wellfields, and individual wells.
- (4) The proposed use will not substantially or permanently depreciate the value of surrounding property; create a nuisance; or deprive adjoining properties of adequate light and air; create excessive noise, odor, glare or visual impacts on the neighborhood and adjoining properties.
- (5) There are adequate public facilities to serve the development, including, but not limited to, roads, sidewalks, bikepaths, potable water, wastewater treatment, drainage, fire and police safety, parks and recreation facilities, schools, and playgrounds.
- (6) Ingress and egress to the property and traffic patterns are designed to protect and promote motorized vehicle and pedestrian/bicycle safety and convenience, allow for desirable traffic flow and control, and provide adequate access in case of fire or catastrophe. This finding shall be based on a traffic report where available, prepared by a qualified traffic consultant, engineer or planner which details the anticipated or projected effect of the project on adjacent roads and the impact on public safety.
- (7) The proposed development is functional in the use of space and aesthetically acceptable.
- (8) The proposed development provides for the safety of occupants and visitors.
- (9) The proposed use of materials and architectural features will not adversely impact the neighborhood and aesthetics of the area.
- (10) The testimony provided at public hearings.

**Ref. # 24, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Overall: Expiration of Site Plan Review Committee (SPRC) comments

Per Section 4-05 of the Land Development Code:

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The applicants shall respond to SPRC written comments within one hundred eighty (180) calendar days of the issuance date or the project shall be considered withdrawn. All projects that do not respond within the allotted time shall be required to submit a new application and SPRC review fees. Applicants may request a maximum of two (2) ninety (90)-calendar day extensions with a written request to the planning director detailing the reason for the delay in responding to the SPRC comments.

**Ref. # 25, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Overall

Holding capacity analysis:

Section 2-35(c)(4) of the Land Development Code requires a holding capacity analysis. Please provide.

**Ref. # 26, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Overall:

Perimeter setback:

Section 2-35(d)(3) of the Land Development Code states, All structures shall be set back a minimum of forty feet (40') from the project's perimeter boundaries unless natural or manmade features, such as lakes, creeks, wooded or conservation areas are present. Where a project abuts a collector or arterial street, the setback requirement may be increased if an effective buffering treatment cannot be provided between the street and residential use.

The project would meet this requirement with the 50' landscape buffer. Please provide on the plan sheet the required 40' perimeter setback.

**Ref. # 27, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Planning, roadway detail, Tomoka Reserve PD Plans 3 -Open Space Plan.pdf

Sheet PD3

Please provide more detail on the roadway, Typical Roadway detail on PD3. What is the proposed right-of-way width? Note Section 3-55 (1)(a) states, Sidewalks shall be provided on both sides of arterial, collector and minor collector streets, subdivision feeder, local access, and cul-de-sac streets. Section 3-55 states that the sidewalks are required to be five feet in width. If there is a desire to make the sidewalks on one side of the street, they would need to be a minimum of ten feet in width.

**Ref. # 28, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Overall

Please provide a Bicycles and pedestrian systems analysis, See Section 3-53 (d) of the Land Development Code that states:

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(d) *Bicycles and pedestrian systems analysis.* A bicycle and pedestrian system report prepared by a registered professional engineer or a certified planner qualified in traffic engineering or a certified transportation planner (i.e., member of the American Institute of Certified Planners) shall be submitted in conjunction with any application for development order if the development falls under any of the following categories:

(1) *Report.*

- a. Residential development: Fifty (50) or more units.
- b. Nonresidential development: One hundred (100) or more employees, or ten thousand (10,000) square feet or more of retail commercial.

(2) *Scope.* A bicycle and pedestrian system scope of services shall be submitted at a preapplication meeting scheduled with the appropriate staff prior to the initial application. The final report shall be submitted with the applicant's planning board/SPRC application. The final report shall include all requirements agreed upon at the preapplication meeting, and provide the following findings and appropriate methodologies utilized in determining the findings:

- a. Bicycle and pedestrian systems within one (1) mile of the project (as measured from the site along streets).
- b. Identify incomplete sidewalk or bicycle segments within the one (1) study area.
- c. Concept plan (graphic or written form) for the pedestrian linkages between building entrances and public sidewalk or bicycle systems in adjacent rights-of-way or properties.
- d. For residential developments within two (2) miles from a school or public park, identify concept plan for pedestrian and bicycle systems connects leading from school or public park.
- e. For residential development, prepare concept plan for internal pedestrian and bicycle system and connections to adjacent properties and adjacent public pedestrian and bicycle systems.

**Ref. # 29, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Recreation

Section 2-35(h)(3) of the Land Development Code states

Thirty (30) square feet of indoor recreation floor area, including exercise rooms, all-purpose space, dining areas and similar uses shall be provided for each dwelling unit, unless waived by the city commission and replaced at a minimum as follows:

- a. Subdivisions of two hundred (200) dwelling units or less may provide, at a minimum, an additional thirty (30) square feet per unit of outdoor active recreation space in compliance with this section in lieu of the indoor recreation floor area requirement;

Section 2-35(h)(4) of the Land Development Code states

Sixty (60) square feet of outdoor active recreation space (exclusive of parking, landscaping, retention/detention ponds and other site features), including pools, pool decks, shuffleboard courts, tennis courts and fishing piers and similar uses, shall be provided for each dwelling unit. Impact fee credits for any specific outdoor recreation site shall be limited to three hundred (300) dwelling units;

Section 2-35(h)(6) of the Land Development Code states

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The minimum parcel size of any single active recreational area shall be eight thousand (8,000) square feet in area and no less than eighty feet (80') in its smallest dimension. No designated active recreation area shall be closer than thirty feet (30') to a dwelling unit within the development at its closest point and shall be adequately buffered to reduce noise, glare and visual impacts on adjoining homesites. Active recreation facilities shall not be located in any required buffer area; Sheet PD3 provides these calculations. Show the areas on the site plan including what is provided. Provide a site plan of the what recreational facilities are to be provided in the amenity area.

Sheet PD3 provides these calculations. Show the areas on the site plan including what is provided, including the total acreage. Provide a site plan of the what recreational facilities are to be provided in the amenity area.

**Ref. # 30, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Common open space

Section 2-35(h)(7) of the Land Development Code states

Thirty (30) square feet of common accessible, open space shall be provided for each dwelling unit Sheet PD3 shows the calculation but does not show it graphically on the plan set. Please hatch or otherwise describe the open space.

**Ref. # 31, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Natural state lands

Section 2-35(h)(8) of the Land Development Code states

Twenty percent (20%) of the project shall be left in a natural state. This may include designated conservation areas within lots or common areas, but shall not include classified wetlands and required upland buffers

Sheet PD3 shows the calculation but does not show it graphically on the plan set. Please hatch or otherwise describe the area left in a natural state.

**Ref. # 32, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Fencing

Section 2-35(j)(1) of the Land Development Code states

(1) *Fences.*

- a. If fences are not prohibited in the deed restrictions and covenants of the project, a schematic fencing plan shall be incorporated in the development plan.
- b. The fencing plans shall clearly illustrate the types of fencing to be allowed and the locations of gates to provide access for safety personnel.
- c. Provisions to ensure adequate maintenance of fencing shall be incorporated into the homeowners' association documents.

Please provide a fence plan.



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**Ref. # 33, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Hours of construction

Please add a note to the plan set that outdoor construction activity shall only occur from 7:00am to 7:00pm, Monday thru Saturday.

**Ref. # 34, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Construction traffic

Please add a note that all construction traffic shall utilize Tomoka Oaks Boulevard and Nova Road only.

**Ref. # 35, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

School concurrency

Per Section 1-30 of the Land Development Code, school concurrency is applicable. Please provide a finding of adequate capacity from the Volusia County Schools.

**Ref. # 36, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Traffic Impact Analysis

A traffic impact analysis is required. What is the status?

What is the status of the signal warrant analysis for Tomoka Oaks Boulevard and Nova Road?

Staff is aware that the traffic methodology comments were provided and are awaiting a response.

**Ref. # 37, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Site plan application

Please complete page 4 of the site plan application.

**Ref. # 38, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Public pedestrian access

Please detail how the public pedestrian access were proposed? Was this a comment from the two pre-application meetings? What coordination has occurred with the residents and the Tomoka Oaks HOA? Staff has received four correspondences from the property owners of:

1. 25 Eagle Court

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2. 29 Oakmont Circle
3. 25 Pine Valley Circle
4. 27 Eagle Court

This correspondence state that the property owners were not notified and never consented to any type of public pedestrian access. Please remove the public pedestrian access from the plan set until such time there is (1) a determination that a public pedestrian access is desired and (2) written authorization has been provided for the public pedestrian access from a property owner.

**Ref. # 39, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Planning, Coach Homes and Paired Villas, Tomoka Reserve PD Plans 6- typical lot layout.pdf  
Sheet PD6:

These types of lots are shown at 30' and 32' in lot width. These lot types are not shown on Sheet PD2. Please detail where these lot types are proposed.

**Ref. # 40, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: PUD Development Standards, Tomoka Reserve PD Plans 6- typical lot layout.pdf  
Sheet PD6

Please delete note1 and refer back to the Land Development Code for the definition of building height.

**Ref. # 41, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Architectural standards, Tomoka Reserve PD Plans 6- typical lot layout.pdf

Please provide the architectural standards, elevation drawings, and/or pictures of each of the lot types.

**Ref. # 42, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Planning, Village House setbacks, Tomoka Reserve PD Plans 6- typical lot layout.pdf  
Sheet PD 6

Please detail why the front and rear yard setback are proposed at 15' with a 120' deep lot. Provide plot plan and sample building.

Typical front yard setback in the front yard is 25' and 20' in the rear yard.

**Ref. # 43, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Front and rear yard setbacks, Estate House, Tomoka Reserve PD Plans 6- typical lot layout.pdf

Sheet PD 6:

Please detail why the front and rear yard setback are proposed at 12' and 15' with a 140' deep lot. Provide plot plan and sample building.

Typical front yard setback in the front yard is 25' and 20' in the rear yard.

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**Ref. # 45, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Planning, units per acre, Tomoka Reserve PD Narrative.pdf

PD narrative:

Please use 2.03 for the units per acre.

300 units divided by 147.94 acres equals 2.03 units per acre.

**Ref. # 46, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Planning, extension of sidewalk outside project, Tomoka Reserve PD Narrative.pdf

PD narrative:

The narrative letter states that the project design includes an extension of the sidewalk network out to Nova Road. The plan sheets do not show this sidewalk extension. Please show this extension on the plan sheets.

**Ref. # 47, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Planning, lot width - compatibility, Tomoka Reserve PD Narrative.pdf

PD narrative:

The Low Density Residential land use is consistent with R-1, Residential Estate, R-2 Single Family Low Density, R-2.5, Single-Family Low-Medium Density, and the Planned Residential Development zoning districts. The smallest lot size is within the R-3 zoning district that allows 75 feet by 115 feet lots.

The narrative letter states a comparison to the R-2 zoning district is used. The R-2, Single Family Low Density zoning designation has 100' lot width requirements and 10,000 square feet lot area requirements.

Describe, for inclusion in the Planning Board and City Commission packets, how the smaller lots (from 30 feet to 80 feet in width) are compatible with the existing developed residential area. Past city actions have sought to maintain the underlying zoning and area width standards within Planned Residential Developments (see Marshside and Pineland projects that were denied based upon lot width and overall size).

**Ref. # 48, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Planning, landscaping, Tomoka Reserve PD Narrative.pdf

PD narrative (Overall):

The section titled landscaping - voluntary benefit states that gaps in the proposed 50 foot proposed buffer are to be planted a Level 2 or 10 foot landscape buffer width standard.

If the project is seeking reduced lot widths, the exchange should include substantial landscape buffers, both existing and planted. Staff would recommend the inclusion of a type 6 buffer or a 50 foot buffer type.

**Ref. # 49, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Planning, public benefit(s) list, Tomoka Reserve PD Narrative.pdf

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PD narrative:

For inclusion in the public hearing items, please provide a list of items that are above and beyond the Land Development Code requirements.

**Ref. # 50, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Planning, civil engineering plan, Tomoka Reserve PD Plans 2 - Overall Development.pdf

Sheet PD2:

Please provide a civil engineering plan that turns off the colors and is 24" by 36". Please use addresses for the existing Tomoka Oaks subdivision versus the lot numbers.

Please include the requirements of the PRD, such as the 20% natural area, the recreation area, and common open space.

Please provide on the civil engineering plan or another plan, distances from the existing property line of Tomoka Oaks and the proposed subdivision and regular intervals.

**Ref. # 51, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Planning, note of lot decrease, Tomoka Reserve PD Plans 2 - Overall Development.pdf

Sheet PD2

There is a note that details the ability to reduce the minimum lot width.

Staff does not agree with this note and all lot sizes need to be on the Planned Residential Development plan sheet (engineered sheet with lot sizes).

**Ref. # 52, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Planning, lot sizes PD6, Tomoka Reserve PD Plans 2 - Overall Development.pdf

Sheet PD2

Sheet PD6 includes coach homes (30' lot width) and paired villa (32' lot width). Where are these lot styles proposed? Please include on this drawing (PD2).

**Ref. # 53, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Planning, rear setback -Village, Park, Estate, Custom, Tomoka Reserve PD Plans 6- typical lot layout.pdf

Sheet PD 6:

Why is the established rear yard principal setback proposed at 15' with lots that are 120' to 140' deep?

**Ref. # 54, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Planning, front yard setbacks -Village, Park, Estate, Custom , Tomoka Reserve PD Plans 6- typical lot layout.pdf

Sheet PD 6

Please detail/show why a 12' front yard setback is shown for these lot types.

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**Ref. # 55, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

At the pre-application meeting there was a discussion about on-site contamination and providing information in the environmental report. Please provide an update for any on-site contamination, what reports have been done and a remediation plan.

Note there was an e-mail received from Andrew T. Pyle on April 18th that questioned groundwater and land contamination.

**Ref. # 56, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

Site posting

The applicant is required to perform site posting in accordance with Section 1-15(f)(2)(c) of the Land Development Code for the Planning Board meeting.

**Ref. # 57, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Planning, anticipated buffer limits of buffer modification, Tomoka Reserve PD Plans 5 - Buffer plan .pdf

Sheet PD4

What is anticipated buffer limits of buffer modification? Are these areas where there are gaps in the proposed 50' buffer?

**Ref. # 58, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Planning, Tomoka Oaks Boulevard, Tomoka Reserve PD Plans 2 - Overall Development.pdf  
Sheet PD2

Any improvements proposed to Tomoka Oaks Boulevard? The narrative letter describes a sidewalk network out to Nova Road.

**Ref. # 60, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Comment:

From Chief Building Official

1. Show the exact location, dimensions, and construction details of the secondary fire department access.
2. The secondary access shall:
  - Be not less than 20 ft. wide. Ref 1: 18.2.3.5.1.1.
  - Be designed and maintained to support the imposed loads. Ref 1:18.2.3.5.2
3. Show the easement/written consent for the secondary fire department access.

**Ref. # 61, Planning Director, Steven Spraker, Cycle 1, Unresolved**

Markup: Planning, property line to property line plan, Tomoka Reserve PD Plans 2 - Overall Development.pdf

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PD Plans 2

Please provide dimensions of the existing residential subdivision property lines to the proposed lots to demonstrate the distance separation.

**Ref. # 1, Utility 1, Mike Stephenson, Cycle 1, Unresolved**

Markup: Hydraulic Report, Tomoka Reserve PD Plans 7 - Utility plan.pdf

Applicant to provide hydraulic report estimating anticipated water and sewer usages for the proposed construction

**Ref. # 2, Utility 1, Mike Stephenson, Cycle 1, Unresolved**

Markup: Lift Station Ownership, Tomoka Reserve PD Plans 7 - Utility plan.pdf

Applicant to clarify/confirm whether the proposed lift station will be maintained by the City or not

**Ref. # 3, Utility 1, Mike Stephenson, Cycle 1, Unresolved**

Markup: Water Main Separation not reviewed, Tomoka Reserve PD Plans 7 - Utility plan.pdf

Water main separation requirements and utility crossing requirements were not reviewed at this time due to conceptual placement of utilities

**Ref. # 4, Utility 1, Mike Stephenson, Cycle 1, Unresolved**

Markup: Existing sewer calculations, Tomoka Reserve PD Plans 7 - Utility plan.pdf

Applicant to include hydraulic analysis of existing gravity sewer pipes and lift stations that will be impacted by the proposed development within the hydraulic report as well

**Ref. # 5, Utility 1, Mike Stephenson, Cycle 1, Unresolved**

Markup: Manholes Liners, Tomoka Reserve PD Plans 7 - Utility plan.pdf

Applicant to be advised that any manholes receiving flow from a force main, whether proposed or existing, will need to have a liner installed

**Ref. # 6, Utility 1, Mike Stephenson, Cycle 1, Unresolved**

Markup: Fire hydrants, Tomoka Reserve PD Plans 7 - Utility plan.pdf

Applicant is advised that fire hydrants are required in residential development at every 500 feet.

**Ref. # 7, Utility 1, Mike Stephenson, Cycle 1, Unresolved**

Markup: Fire Truck Radii , Tomoka Reserve PD Plans 7 - Utility plan.pdf

Applicant to confirm proposed radii will enable a fire truck to maneuver throughout the proposed development

**Ref. # 8, Utility 1, Mike Stephenson, Cycle 1, Unresolved**

Markup: Future Permits, Tomoka Reserve PD Plans 7 - Utility plan.pdf

Applicant is advised that SJRWMD, FDEP, and VCHD permits will likely be required for proposed construction.

**Ref. # 9, Utility 1, Mike Stephenson, Cycle 1, Unresolved**

**May 3, 2022**  
**Request for additional information**  
**Site Plan Review Committee, 1<sup>st</sup> submittal review of Tomoka Reserve**

Markup: City Standard Details, Tomoka Reserve PD Plans 7 - Utility plan.pdf

City Standard Details to be included/utilized when moving from conceptual layout to design documents