



Updated October 1, 2021

City of Ormond Beach Site Plan Review Committee Application

Planning Department

22 South Beach Street, Room 104, Ormond Beach, FL 32174

(386) 676-3238 www.ormondbeach.org comdev@ormondbeach.org

INSTRUCTIONS

Submittals to the Site Plan Review Committee require either a (1) pre-application meeting or a (2) pre-application waiver. Please complete this application and submit to comdev@ormondbeach.org to receive an invitation to upload to Project Dox. Please upload all site plans (individual sheets of the site plan sheets) and related documents. Assistance is available by e-mailing comdev@ormondbeach.org or calling (386) 676-3238.

PROJECT INFORMATION

Project Type:*	*Complete fee sheet (page 3)	
Project Name:	North Interchange Industrial Flex Space	
Project Address:	Flagler Road	
Volusia County parcel number(s):	313601690020	
Description:	Propose (2) 11,999 sf industrial flex space buildings within 2.336 acres.	
Pre-application date:		Pre-application waiver granted:

PROJECT COORDINATOR

Name:	Harry Newkirk, PE, Newkirk Engineering, Inc.	
Address:	1230 N US Highway 1, Suite 3	
City, State, Zip code:	Ormond Beach, FL 32174	
Telephone:	386-872-7794	
E-mail:	harry@newkirk-engineering.com	

APPLICANT INFORMATION

Same as project coordinator	<input type="checkbox"/>	Same as property owner	<input checked="" type="checkbox"/>
Name:	BHT Holdings, LLC		
Address:	3335 N. State Street		
City, State, Zip code:	Bunnell, Florida 32110		
Telephone:	386-931-6018		
E-mail:	TMcNitt@verdego.com		

PROPERTY OWNER			
Same as project coordinator	<input type="checkbox"/>	Same as property owner	<input type="checkbox"/>
Name:	BHT Holdings, LLC		
Address:	3335 N. State Street		
City, State, Zip code:	Bunnell, Florida 32110		
Telephone:	386-931-6018		
E-mail:	TMcNitt@verdego.com		

VIEW ONLY ACCESS TO PROJECT DOX (Provides viewing access to the project)			
Name:	Harry Newkirk	E-mail	harry@newkirk-engineering.com
Name:	Brad Baucknecht	E-mail	bradb@newkirk-engineering.com
Name:	T.J. McNitt	E-mail	TMcNitt@verdego.com
Name:		E-mail	

CERTIFICATION

By submitting this application, I hereby certify that the information provided is true and correct to the best of my knowledge and that I am aware of the application submittal requirements and the review process for this application. I authorize Ormond Beach staff to access the subject property during typical business hours to review the site plan application.

Signature: 

STATE OF FLORIDA
COUNTY OF Flagler

The forgoing instrument was acknowledged before me this 24 day of June, 2022 by TJ McNitt as Manager (title*) for BHT Holdings LLC (name of corporation*), who () provided _____ as identification, or () who is personally known to me.

Denise Tanguilig
Notary Public, State of Florida
My Commission Expires:

* If you are executing this document on behalf of a corporation please complete the spaces with your title and the name of your company as indicated.



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City of Ormond Beach Site Plan Review Committee Application Fees

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INSTRUCTIONS

Site plan submittals require the submittal of applications per Ordinance 2021-30, codified in Section 8-10, Application processing fees, of the Code of Ordinances. All applications shall calculate the fees which shall be verified by city staff. **Assistance is available by e-mailing comdev@ormondbeach.org or calling (386) 676-3238.**

SITE PLAN FEES (Ordinance 2021-30 - Section 8-10 of Code of Ordinances)

Check all that apply	SPRC reviews	Fee	Applicant determined fees	Staff verification of fees
<input type="checkbox"/>	Concept plan (comment review)	\$100		
<input type="checkbox"/>	Downtown CRA, initial application	\$300		
<input type="checkbox"/>	Downtown CRA, minor modification	\$600		
<input type="checkbox"/>	Easement Release	\$200		
<input checked="" type="checkbox"/>	Initial application	\$2,000	2,000	
<input type="checkbox"/>	Lot Split	\$350		
<input type="checkbox"/>	Minor modification (existing buildings)	\$700		
<input type="checkbox"/>	Neighborhood meeting newspaper advertisement	\$350		
<input type="checkbox"/>	Outside of the city utility connection	\$600		
<input type="checkbox"/>	Resubmittals	\$300 (after 3rd submittal)		
<input type="checkbox"/>	Site work only (no new building square footage)	\$300		
<input type="checkbox"/>	Surface water management plan	\$350		
<input type="checkbox"/>	Traffic Impact Analysis	\$3,000 deposit, actual cost of review		
<input type="checkbox"/>	Other:			
TOTALS:			2,000	

NOTES

1. Checks are payable to the City of Ormond Beach.
2. Public hearing applications shall have separate application fees.
3. Site plan fees include landscape and wetland reviews.
4. Application fees are due with the submittal of the site plan application.



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INSTRUCTIONS

Please complete key project information regarding the SPRC application. Items that are not applicable can be marked as NA. Assistance is available by e-mailing comdev@ormondbeach.org or calling (386) 676-3238.

PLANNING

Land Use:	Commercial	Zoning:	PBD
Property acreage:	2.336	Phasing proposed?:	No
Existing building square footage:	0	New building square footage:	23,998
Parking required:	20	Parking provided:	52
Impervious area (acres):	1.120	Previous area (acres):	1.216
Water meter size:	1.5	Irrigation source:	Well

CONCURRENCY

Proposed project average daily trips: ⁽¹⁾	167
Proposed water generation: ⁽²⁾	3,600 gpd
Proposed sewer generation: ⁽³⁾	3,060 gpd
Note 1:	Trip generation from the ITE Trip generation manual. Daily trip projects over 1,000 require traffic impact analysis.
Note 2:	Residential, water = 243 gallons per day per unit. Commercial/Industrial water = (SF/100) X 15 gallons of water per day.
Note 3:	Residential, sewer = 281 gallons per day per unit. Commercial/Industrial sewer = Water gallons per day X 85% of water generation.

PROPERTY CHARACTERISTICS

Floodplain designation:	X	Fill in the floodplain (acres):	
Wetlands on site? (yes/no):	No	Acres of wetlands on-site:	
Wetland impacts (acres):			
Type of wetland mitigation:		N/A	
Wooded site? (yes or no) :		Yes	
If wooded site, calculated required natural area (project site X 15%):		15,205	
If wooded site, natural area provided:		16,480	



NEWKIRK ENGINEERING, INC.

CIVIL ENGINEERING - TRANSPORTATION - CEI - LANDSCAPE ARCHITECTURE

1230 N US HWY 1, SUITE 3, ORMOND BEACH, FLORIDA 32174 386-872-7794

June 27, 2022

Steven Spraker, Planning Director

City of Ormond Beach

Planning Department

22 South Beach Street

Ormond Beach, FL 32174

**RE: NORTH INTERCHANGE INDUSTRIAL FLEX SPACE
FLAGLER ROAD, ORMOND BEACH
PROJECT NARRATIVE**

Dear Mr. Spraker:

Please find enclosed check in the amount of \$2,000 for the site plan application for the above referenced project.

The project consists of two (2) 11,999 square feet 1-story industrial flex space buildings with 52 parking spaces. The site consists of 2.336 acres with 1.120 acres of impervious surface. The project will require a Planned Business Development Rezoning Application (separate cover and submittal). Access will be provided by Flagler Road with connection to US Highway 1 and Broadway Avenue. Stormwater will be provided by wet detention pond system with floating fountain. Sanitary sewer will be provided by an existing 8-inch gravity main stubout. Potable water will be provided by 8-inch water main extension from Broadway Avenue 12-inch water main. Fire protection will be provided by proposed fire hydrant on Flagler Road. Irrigation will be provide by private well.

If you have any questions or need additional information, please feel free to call or email me at Harry@Newkirk-Engineering.com.

Sincerely,

NEWKIRK ENGINEERING, INC.

Harry Newkirk, PE 62971

President/CEO, Newkirk Engineering, Inc.