



STAFF DEVELOPMENT REVIEW COMMITTEE MEETING MINUTES

MEETING DATE: May 29, 2019

LOCATION: CITY HALL COMMUNITY DEVELOPMENT
2ND FLOOR CONFERENCE ROOM
CITY HALL, 1000 CITY CENTER CIRCLE

PROJECT REVIEW #1:
9:00AM- 9:13AM

APPLICATION: Colony in the Wood Planned Unit Development Amended and Restated
Master Development Agreement and Conceptual Development Plan

CASE NO.: 19-40000003

LOCATION: 4000 Clyde Morris Boulevard

ATTENDING CITY STAFF REPRESENTATIVES

Penelope Cruz, Planning Manager
Melanie Schmotzer, Development Review Technician
Larry Roberts, Community Development Engineer
Junos Reed, Public Works and Utilities Engineer
Valery Duhl, Community Development Engineering Intern

ATTENDING REPRESENTATIVES FOR APPLICANT

Sean Murphy, P.E., Atwell Engineering

ATTENDING CITIZENS

Sarah Jones, Citizen

COMMENTS/OTHER DISCUSSION ITEMS:

- See attached SDRC staff comments discussed at the meeting for more detailed information on the discussion item(s).

ACCEPTED

Melanie Schmotzer
Development Review Technician

5-29-19

DATE

SDRC MEETING DATE OF MAY 29, 2019

COLONY IN THE WOOD PLANNED UNIT DEVELOPMENT AMENDED AND
RESTATED MDA AND CDP
CASE NO. 19-40000003
OUTSTANDING TECHNICAL COMMENTS AS OF MAY 24, 2019

The comments below may be revised and/or supplemented following staff discussion with the development team at SDRC meeting.

PLANNING DIVISION REVIEW COMMENTS:

(Penelope Cruz, Principal Planner (386) 506-5671/pcruz@port-orange.org):

1. **Advisory:** Pursuant to the Volusia County School District criteria, the proposed development of this property is exempt from School Concurrency review because it is an age-restricted community. If you have already sent your application for School Concurrency review to the School District, it is advised that you contact them to change your request to an exempt letter.
2. MDA, Sec. 1: In the second to last sentence of the first paragraph on page 3, add the year “2010” before “Master Development agreement” to clarify this is referring to the prior agreement.
3. MDA, Sec. 2B: At the bottom of page 4, after “CDP” in the last sentence add, “and Section 2(B)(1) and (2) of this Agreement.”
4. MDA, Sec. 2E: In the last sentence at the bottom of page 7, revise, “the then current signage ordinance” to read, “the City signage regulations.”
5. **Suggestion:** MDA, Sec. 5: Staff suggested revising the planting requirements to 8 shrubs and 12 shrubs when stone or gravel is used as ground cover, to be more in line with recent amendments to the LDC [LDC, Ch. 13, Sec. 5.5] and to be more feasible on the smaller mobile home spaces.
6. CDP: Revise the Case No. under the Site Information to the Current Case No. 19-40000003
7. CDP: Clearly identify the 60% open space and 20% common open space on the CDP [LDC, Ch. 17(d) and (h)(2)].
8. **Suggestion:** It has come to staff’s attention that both Colony in the Wood and Pickwick Village desire to have a traffic light on Clyde Morris Boulevard. Staff has had preliminary discussions with Volusia County Traffic Engineering staff, as Clyde Morris Boulevard is a county thoroughfare road. Volusia County may allow for one traffic light, but not two. Staff suggests coordination with Pickwick Village on the construction of an access road from Colony in the Wood to Carlisle Drive, in order to accommodate a traffic light at the intersection of Carlisle Drive and Clyde Morris Boulevard.



ENGINEERING DIVISION REVIEW COMMENTS: (Larry A. Roberts, Engineer (386) 506-5665 lroberts@port-orange.org; Lisa Epstein, Engineering Specialist (386) 506-5662 lepstein@port-orange.org; Valerie Duhl, Engineering Intern (386) 506-5664 vduhl@port-orange.org):

1. **Advisory:** The Future Development Area may be reduced to provide compensatory floodplain storage.

CITY ATTORNEY REVIEW COMMENTS: (Shannon Balmer, Assistant City Attorney (386) 506-5535/sbalmer@port-orange.org; or Matthew Jones, Deputy City Attorney (386) 506-5527/mjones@port-orange.org):

1. Please see mark up of MDA.
2. Need Prospectus approved by State prior to moving forward with City Council.
3. Need exhibits for MDA for review.
4. City Attorney's Office reserves the right for additional comments pending additional documents submitted.

BUILDING DIVISION REVIEW COMMENTS: (Robert Harrell, Building Inspector/Plans Examiner (386) 506-5621/rharrell@port-orange.org; Allan Tischler, Chief Building Official (386) 506-5627/atischler@port-orange.org):
No comments.

PUBLIC UTILITIES DEPARTMENT REVIEW COMMENTS: (Junos Reed (386) 506-5754; jureed@port-orange.org):
No comments.

PUBLIC WORKS REVIEW COMMENTS: (Alex Popovic, Engineering Intern (386) 506-5572/apopovic@port-orange.org; Kristine Martin, Engineering Inspector (386) 506-5597/kmartin@port-orange.org; Mick Neals, Solid Waste Manager (386) 506-5571/mneals@port-orange.org):
No comments.

PUBLIC UTILITIES/RIGHT-OF-WAY REVIEW COMMENTS: (Linda Johnson, Right-of-Way Agent (386) 506-5755/ljohnson@port-orange.org):
No comments.