



STAFF DEVELOPMENT REVIEW COMMITTEE MEETING MINUTES

MEETING DATE: November 26, 2019
LOCATION: CITY HALL COMMUNITY DEVELOPMENT
2ND FLOOR CONFERENCE ROOM
CITY HALL, 1000 CITY CENTER CIRCLE

PROJECT REVIEW:
9:00AM- 10:00AM

APPLICATION: Site Plan/Riverwalk Point Restaurant (aka Fysh Bar & Grill)
CASE NO.: 19-80000006
LOCATION: East of US1, south of Ocean Avenue, north of Herbert Street

ATTENDING CITY STAFF REPRESENTATIVES

Penelope Cruz, Planning Manager
Junos Reed, Public Works/Utilities Engineer
Greg Marino, Public Utilities Engineer
Al Tischler, Building Official
Alex Popovich, Public Works
Linda Johnson, Right-of-Way Agent

ATTENDING REPRESENTATIVES FOR APPLICANT

Jeff Brock, Attorney
Parker Mynchenberg, P.E., Parker Mynchenberg & Associates, Inc.
Scott Tillman, Contractor

ATTENDING CITIZENS

Sarah Jones

COMMENTS/OTHER DISCUSSION ITEMS:

See attached draft SDRC comments outlining the staff comments discussed at the meeting.

ACCEPTED

Melanie Schmotzer
Development Review Technician

12-2-19

DATE

SDRC MEETING DATE OF NOVEMBER 26, 2019

SITE PLAN/RIVERWALK POINT RESTAURANT (AKA FYSH BAR & GRILL)

CASE NO. 19-80000006

OUTSTANDING TECHNICAL COMMENTS AS OF NOVEMBER 21, 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, Planning Manager (386) 506-5671/pcruz@port-orange.org):

1. **Advisory:** The drawings are not in sufficient clarity to allow for a thorough plan examination to determine compliance with all applicable code provisions. New comments may be issued with the next submittal.
2. Revise all pertinent sheets and data to reflect that there is no longer an “existing riverboat”.
3. Cover Sheet: Revise Title to Riverwalk Point Restaurant and Phase I Site Improvements
4. Cover Sheet/Vicinity map: Update to clearly show the boundary of the scope of the current site plan under review (Point Restaurant and Phase I improvements).
5. Cover Sheet/Index to Drawings: Remove Preliminary Plat sheet that as that is not part of the scope of this development application review. A separate application is required for platting.
6. Cover Sheet/Site Information: Update the project name and update the parcel list to only include parcels included as part of this site plan.
7. Cover Sheet/Land Use Tabulation: Update the data to only provide data and calculations for the scope of this site plan review (Point Restaurant and Phase I improvements).
8. Cover Sheet/Parking Calculations: Update the data to only provide data and calculations for the scope of this site plan review (Point Restaurant and Phase I improvements).
9. Cover Sheet/Applicant: Provide the correct Applicant information.
10. Cover Sheet/Property Use: Update the proposed use for the scope of this site plan review (Point Restaurant and Phase I improvements)
11. Boundary Survey is certified to LaCour and Company, no longer an entity associated with this project.
12. Phasing Plan: Verify that the proposed marina/club/mixed-use building (Building 1-A) and the marina/sport rental building (Building 1-B) will be part of Phase 1 as illustrated on the Phasing Plan.
13. Demolition Plan/Sheet 13: Remove Specimen Tree removal table as all trees have already been cleared from the project area and the subject site is exempted from the City’s tree preservation requirements per the Riverwalk Amended and Restated Master Development Agreement.
14. Demolition Plan/Sheet 13: Existing white parking lot lights should be shown to be removed.
15. Site Plan/Sheet 18: Update to only show the scope of the current site plan under review (Point Restaurant and Phase I improvements).
16. Site Plan/Sheet 20: Verify that the proposed marina/club/mixed-use building (Building 1-A) and the marina/sport rental building (Building 1-B) will be part of Phase 1. If so, provide architectural elevations for said buildings. If not, please

- grey them out and/or do not show them or associated signage and other improvements as part of the Phase 1 site plan.
17. Site Plan/Sheet 20: Shift the bike rack further away from the dumpster enclosure so that access is not blocked when gates are open.
 18. Site Plan/Sheet 20: No parking space may be located within 25' of the right-of-way [LDC, Ch. 12, Sec. 2(b)(3)(a)].
 19. Site Plan/Sheet 21: Revise label to be Limits of Phase 1, not 2.
 20. Site Plan/Sheet 21: Revise label for sign to remove reference to Captain Daddy. Advisory: The Site Plan review does not provide approval of signage. All proposed signage will require separate sign permits.
 21. Site Plan/Sheet 22: Verify that the dumpster will not impede on adjacent parking space.
 22. Site Plan/Sheet 22: Verify proposed A-2 and S-2 signs are 5' off the right-of-way and that the proposed A-2 sign is outside of the 10' visual clearance triangle [LDC, Ch. 16, Sec. 6(a)(2)].
 23. Site Plan/Sheet 22: No parking space may be located within 25' of the right-of-way [LDC, Ch. 12, Sec. 2(b)(3)(a)].
 24. Please add the following note on the Cover Sheet and/or Landscape Plan: Pursuant to the Riverwalk Amended and Restated Master Development Agreement (Book 7306 Page 1188) the subject site is exempted from the City's tree preservation requirements due to the amount of fill required to develop the site.
 25. Landscape Plan/Sheet 33: Verify whether the perimeter lineal footage for the restaurant is 360 LF or 240 LF and revise planting calculations accordingly [LDC, Ch. 13, Sec. 5(a)(1)(b)].
 26. Landscape Plan/Sheet 34: Please break down the plant list table into the following categories: Shade Trees, Understory Trees, and Shrubs/Ornamentals/Groundcover. Please note that all shade trees must be a minimum of 2" caliper and 10' in height at planting; understory trees must be a minimum of 1.5" caliper and 8' in height at planting; and shrubs must be a minimum of 3-gallon container 18" – 24" inches in height at planting [LDC, Ch. 13, Sec. 6(b)].
 27. Landscape Plan/Sheet 35: Verify that the proposed marina/club/mixed-use building (Building 1-A) and the marina/sport rental building (Building 1-B) will be part of Phase 1. If not, please grey them out and/or do not show them or associated landscaping as part of the Phase 1 site plan.
 28. Landscape Plan/Sheets 35 – 37: The 5' perimeter buffers adjacent to other commercial uses not within the project area property only require 20 shrubs/100 LF rather than the 30 required along the Ridgewood roadway buffer [LDC, Ch. 13, Sec. 3(b)(1) and (2)].
 29. Landscape Plan/Sheet 35: Add shrubs to south east side of dumpster [LDC, Ch. 13, Sec. 5(c)(3)].
 30. Landscape Plan/Sheet 35: Why are foundation planting calculation shown at the bottom right of the sheet for a drainage area?
 31. Landscape Plan/Sheet 36: Add the 10' buffer planting calculations adjacent to the existing residential homes [LDC, Ch. 13, Sec. 3(b)(1) and (2)].

32. Landscape Plan/Sheet 36 and 37: Verify all plantings are is outside of the 10' visual clearance triangle [LDC, Ch. 16, Sec. 6(a)(2)].
33. Landscape Plan/Sheet 36: Confirm that you plan to install the landscaping show around the dumpster that is not part of Phase 1.
34. Landscape Plan/Sheet 36: Remove Specimen Tree removal table as all trees have already been cleared from the project area and the subject site is exempted from the City's tree preservation requirements per the Riverwalk Amended and Restated Master Development Agreement.
35. Landscape Plan/Sheet 36/37: Revise the southern Ridgewood roadway buffer calculation to show 3 shade trees and 3 understory trees required rather than 2. Revise the northern Ridgewood roadway buffer calculations to show 5 shade trees and 5 understory trees required rather than 6 [LDC, Ch. 13, Sec. 3(d)(3)].
36. Landscape Plan/Sheet 37: Add buffer calculations for the 10' perimeter buffer adjacent to the dentist office and the residence at 113 Herbert St. [LDC, Ch. 13, Sec. 3(b)(1) and (2)].
37. Landscape Plan/Sheet 37: Provide the required plantings around dumpster (1 shrub per 2LF of dumpster enclosure) [LDC, Ch. 13, Sec. 5(c)(3)].
38. Show all ground installation service areas and mechanical equipment, including, but not limited to, air conditioning condensers, heating units, electric meters, satellite dishes, irrigation pumps, backflow preventors, etc. on landscape plans and provide screening using architectural features consistent with the structure, or landscaping of sufficient density and maturity at planting to provide opaque screening [LDC, Ch. 14, Sec. 4(g)].
39. Will A/C units for the restaurant be ground or roof mounted? Show the location on the site plan and landscape plan. If ground, the units will need to be screened fully screened architectural consistent with the structure (i.e. fence or masonry enclosure finished with stucco, or landscaping of sufficient density and maturity at planting to provide opaque screening) [LDC, Ch. 14, Sec. 4(g)]. If rooftop, then they must be fully screened by a parapet wall or other architectural feature compatible with the building [LDC, Ch. 14, Sec. 4(g)].
40. **Advisory:** One mylar and copies of the as-built of the landscape plan shall be provided to the city prior to the release or acceptance of any project. Such as-built plan shall be signed and sealed by a landscape architect licensed in the State of Florida. [LDC, Ch. 13, Sec. 8(b)]
41. **Advisory:** Approval of irrigation system by Volusia County (Environmental Health, Health Dept.) shall be provided to the city prior to the release or acceptance of any project. [Volusia County Water-wise Landscape Irrigation Ordinance].
42. Details/Sheet 47 & 53: Label on the site plan where the down light shown on Sheet 47 will be used and where the trailway light on sheet 53 will be used.
43. Provide a photometric plan to verify that the lighting does not emit more than 0.5 foot-candles at the property line [CoO, Ch. 42, Article IV, Sec. 42-81(14); LDC, Ch. 12, Sec. 6(l)].
44. Details/Sheet 50: Identify the color of the bike racks on detail.
45. Architectural: Revise name of restaurant on plans and verify that these elevations provided are valid and no changes are proposed.

46. Architectural: Provide architectural elevations for all aboveground structures (restaurant, dumpster enclosures, fences) for review that are to scale, identify orientation, heights, roof slopes, whether downspouts will be use, all materials, colors, etc. [LDC, Ch. 14, Sec. 4(f)].
47. Architectural: All wall-mounted equipment including, but not limited to, electric boxes, meters, and vents must be painted to match the building [LDC, Ch. 14, Sec. 4(g)]. Please show the equipment on the building and provide a note that states the equipment will be painted to match the wall.
48. Verify that there will not be any overhead utility and service lines associated with this project. All utility lines and services are required to be installed underground at the owner's, developer's, or builder's expense [LDC, Chapter 11, Section 8(a)]. This apply to all cables, conduits, or wires forming part of an electrical distribution system, including service lines to individual properties necessary to serve new development, or existing development where new or upgraded service is being installed.

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. Add a table of pervious, impervious, and total Phase 1 areas.
2. Provide an Engineer's Opinion of Probable Cost for the Phase 1 improvements; breakdown by onsite and offsite.
3. Specify all disturbed areas to be stabilized prior to Certificate of Occupancy of Restaurant.
4. Conform Sheet 18 Grading Plan and the Architectural Elevations. (Arch. Elevations show floor to ceiling glass walls on ground floor and a bar with seating and patron circulation – both of which require sidewalk adjacent building to direct rain away from glass and circulation paths.)
5. Sheets 20, 21, and 22: Provide 40' of static space outside open gates at each dumpster enclosure location.
6. Sheets 20, 21, and 22: Provide solid waste vehicle outside turning radii of 38 feet and inside turning radii of 28 feet at all dumpster enclosures.
7. **Advisory:** Consider specifying an FDOT Index 425 Type F or G inlet for inlet #18 due to repetitive garbage truck loads.
8. Sheet 47: Verify "Down Light" detail with Port Orange Planner for use project wide.
9. Sheets 49 and 53: Detail M-3: Modify specification of #4 fiberglass rebar in four places to #4 deformed metal rebar, each detail.
10. Sheet 53 D: Specify six-inch minimum sidewalk thickness through driveways.
11. Specify detectable warnings each side of each driveway in the Ridgewood Avenue Right-of-Way and project wide.
12. **Advisory:** Plat comments are deferred to a separate review.

FIRE DEPARTMENT REVIEW COMMENTS: (Beau Gardner, Fire Marshal (386) 506-5905/bgardner@port-orange.org):

1. Driveway on Sheet 20 is on 17' wide. Per NFPA 1, CH. 18, must be 20' clearance. See 18.2.3.4.1.1 below:

18.2.3.4 Specifications.

18.2.3.4.1 Dimensions.

18.2.3.4.1.1 Fire department access roads shall have an unobstructed width of not less than 20 ft (6.1 m).

18.2.3.4.1.2 Fire department access roads shall have an unobstructed vertical clearance of not less than 13 ft 6 in. (4.1 m).

18.2.3.4.1.2.1 Vertical clearance shall be permitted to be reduced, provided such reduction does not impair access by fire apparatus, and approved signs are installed and maintained indicating the established vertical clearance when approved.

18.2.3.4.1.2.2 Vertical clearances or widths shall be increased when vertical clearances or widths are not adequate to accommodate fire apparatus.

18.2.3.4.2 Surface. Fire department access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be provided with an all-weather driving surface.

18.2.3.4.3 Turning Radius.

18.2.3.4.3.1 The turning radius of a fire department access road shall be as approved by the AHJ.

18.2.3.4.3.2 Turns in fire department access roads shall maintain the minimum road width.

PUBLIC UTILITIES DEPARTMENT REVIEW COMMENTS: (Junos Reed, P.E. Engineering & Construction Manager (386) 506-5754/jureed@port-orange.org; Gregg Marino, Engineering Intern (386) 506-5756/gmarino@port-orange.org):

1. Sheet 29 & 30: Please verify cover requirements for the existing water, reuse, forcemain and gravity sanitary sewer where those utilities cross through proposed stormwater facilities (i.e. ponds). Please note the City requires 36 inches of cover over water mains & reclaimed, 48 inches minimum over gravity san. sewer, and advise staff if the utilities need to be routed around the storm ponds to maintain adequate cover and/or if this work has already been completed given the ongoing construction activities at the site.
2. Sheet 29 & 30: The City will require the lining of the existing VCP sanitary sewer at a minimum in those areas where the existing clay sanitary sewer crosses the stormwater facilities (ponds).
3. Sheet 30: Please revise all backflow preventers to be Reduced Pressure Zone (RPZ) BFP's, where not already indicated, and painted blue (potable) or red (dedicated fire) [Detail W-12]

4. Sheet 30: For the restaurant, please include an adequately sized RPZ BFP (Reduced pressure backflow device) on the dedicated fire service line and callout "...BFP (Fire)" for plan legibility. The City requires protection of the public utility from fire services. Likewise, callout "...Fire Line (FDC)" for plan legibility [Detail W-1, Note 9]
5. Please reference appropriately designed "FDC" signage per NFPA, building code, etc. on plan sheets.
6. Sheet 29 & 30: Please note that per City's standard construction details, meters are to be located within an easement. As such, please relocate Future Building #2 & #3 Fire & Potable meters and backflow devices within the Access, Drainage, & Utilities Easement, closer to the trail as required. It was not immediately clear how the easement(s) vary with the location of the existing trail. Please advise and/or delineate clearly/call-out on the plans. Please label all easements as being either existing or proposed. Meters are part of the backflow assembly per City standard construction details and a potable meter was not shown for Bldg #2 (Sheet 29). Additionally, label these southwesterly services as "future (Phase X)" condo building stub-outs or otherwise.
7. Sheet 29, 30, & 31: Please label all easements as being either existing or proposed. In particular, the 20 ft Utility Easement over the existing 6 in San. sewer service through the parking area between Future Building #2 & #3 (Sheet 30). Please label the continuing 20 ft Utility Easement on Sheet 31 [LDC Ch 6 Sec 4(b)(4)]
8. All fire system design and fire flow calculations are required. Commercial Buildings, over 10,000 sq.ft (Point Restaurant Bldg #1) require 1,500 GPM @ 20 PSI Residual to be provided. Please provide City with required signed & sealed Fire Flow Calculations with results provided on utility plans noting any current NFPA reductions in requirement given proposed building sprinkler protection. Also, please note only 10-in minimum dia. water main is required per code. As such, a 10-inch fire main up to the 90 degree turn into the building will be required. The 6in building fire service will need to be verified via the fire flow report to be provided to Staff in a future submittal [LDC Ch 11 Table 11-1 & Sec 3(b)(6)]
9. Sheet 28 & 30: Fire hydrants shall not be installed on any water main of less than six (6) inches in inside diameter. Please revise the 4-inch double post hydrant to be from a fire main a minimum of 6 inches in diameter and via a 6x6 inch tee with a 6in gate valve [LDC Ch. 11 Sec 3(c)].
10. Given the proposed use of both reclaimed and a well as an irrigation source, please provide an adequately sized RPZ BFP (Reduced pressure backflow device) AND meter on the reuse service(s) – Both East & West of the existing reuse main. To allow the proper operation of meter assemblies, the meter is usually called out one size down from required diameter needed. Additionally, please provide "irrigation by non-potable water" signage on irrigation plans.
11. Sheet 28 & 30: All sewer lines constructed outside of right-of-way within yards, backyards, other poorly accessible areas shall be constructed of green C-900 PVC. No use of plastic styrene fittings shall be allowed. Please revise plans to show all Point Restaurant 6-inch sanitary sewer service(s) to be "Green C-900 PVC" before and after the grease traps. [Detail S-1, note 19]

12. **Suggestion:** Given the increased length of service on the grease line prior to reaching the Grease Traps (Point Restaurant), increased maintenance of this sewer line is anticipated where grease may have more time to cool and condense within the piping causing the potential for blockages to occur. Please account for this increased maintenance & service on the plans (i.e. the use of a lot of hot water will help prevent such blockages from occurring).
13. Sheet 30: The City requires the existing 1,000 Gallon Grease Trap serving Building #1A Marina/Club to be appropriately cleaned and inspected prior to being placed in operation. Please provide Utilities staff with copies of certification once complete.
14. Sheet 30: Staff did not identify a grease trap for the Marina/Club House (Building #1B similar to #1A). Please advise if grease trap is required. Grease interceptors are required for all facilities having kitchen, food prep, or serving facilities and/or misc. uses
15. Sheet 29 & 30: Manholes constructed in side yards, backyards, and easements outside of right-of-way shall be outfitted with fiberglass or epoxy liners in accordance with ASTM-3753 or other types of liners approved by the city. This will be required for all existing Manholes in locations other than under pavement [Detail S-1 note 18].
16. Sheet 28 & 30: City requires potable Poly tubing to be high density, blue in color, rated for 200 PSI, and with an SDR of 9 (CTS). For the proposed easterly Marina potable services are called out in various materials from Poly to PVC to HDPE having varying SDR's. Please describe methodology for differing piping materials and specifications. Note, Staff agrees with use of HDPE SDR-11 and 4-inch (or larger) PVC DR-18 and as required by City standards. Additionally, there was concern for the pressure rating of the poly tubing (DR21) to be used for the fire line.
17. **Suggestion** (Sheet 28, 29, & 30): Please consider freezing certain layers such as pavement striping, grading elevations, contours (except pond top & bottom) to help in plan legibility. The utility plans are difficult to interpret as shown.
18. **Suggestion** (Sheet 30): Please consider utilizing one tap at the proposed easterly Marina for the fire and potable water services. Multiple taps of the water main may affect the integrity of the public utility and incur additional costs through multiple tapping saddles/valves. Please advise how connections are made (i.e. via tapping sleeves, etc).
19. Please describe how the Marina's sanitary sewer system will be pumped out. For example, the existing Marina (Sheet 28) calls out a "Sewer Pump-Out location within the Halifax River along with an "Existing Sanitary Manhole Holding Tank" (Sheet 29). The City may allow discharge of Marine waste to its waste system in certain instances and may require installation of flow meters to allow for appropriate billing of such wastes. Further coordination will be required.
20. Please provide up-to-date survey at next submittal. The 150 seat Riverboat Restaurant (Sheet 28) no longer exists at this location. Please advise Staff as to what developer intends to do with the floating docks and wooden pier that surrounds the former Riverboat Restaurant and the condition of the utilities that may still exist there (i.e. water and sewer).

21. Sheet 29 & 30: Existing Water, Sewer and Reclaimed services on Utility Plan Sheets appear to be based on design and not as-built records. Staff has no utility As-built records on file from any site improvements constructed on and adjacent to this parcel. As such, please provide Public Utility Division with As-Built Drawing(s) of those constructed utilities within the development. If necessary, please revise the plans to account for the As-Built record.
22. Sheet 30: Where existing grades are shown to be increased by fill and/or where existing utilities are located in areas of proposed pavement, please note on the plans "that all valves and boxes, manhole lids and covers, and similar appurtenances must be adjusted accordingly to match the finished grade." This comment is referring to that existing 6-inch san. sewer service through the proposed parking area.
23. Sheet 29 & 30: Please provide dimensioning of existing utilities. For example, a 6-foot horizontal separation from potable to san. sewer is required, but a 10-foot separation is preferred.
24. Please provide details of the double fire post hydrant and the 2-inch flexible water main connection on the standard water detail sheets.
25. Sheet 28: Please note that the current edition NFPA 303 is dated 2016 and not 2006 as indicated on the plans. Please ensure the plans meet the requirements from the latest edition and update the plans accordingly.
26. Profile views shall be provided for all sewer mains and shall be on same sheet as the associated plan view. Please provide a profile view on the construction drawings at a Horizontal scale 1:40 and Vertical at 1:4 [Standard Detail S-1, note 28].
27. **Advisory:** All large commercial water meters greater than 3-in take a minimum of 6 weeks for delivery after fees are paid to City. In addition, all meters greater than 3-in shall be installed by owner/developer/contractor. The fee collected by the City is for materials only [Detail W-2, Note 23]
28. **Advisory:** Each owner and customer shall be responsible for the inspection and maintenance of backflow prevention device(s) and shall file a test an annual certification from a certified tester for each device. Additionally, all pressure testing, and sewer televising shall be performed in the presence of City personnel with reports of satisfactory reports provided to the City prior to final acceptance and prior to any paving operations [Ordinance Ch. 74 Utilities, Article VIII, Sec. 74-249] & [S-2, Note 21, 39 & 40]

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):

1. Sheet 20 and 21: Increase/show the clear opening of the dumpster enclosures from 20 to 21 feet.
2. Sheet 20: indicate 25' by 25' covered, quad container, trash enclosure will be privately maintained.
3. Sheets 21 & 22: Add Right Turn Only sign at Ridgewood Avenue driveway.
4. Sheets 21 & 22: Show double white 12" wide stripe at Ridgewood Avenue driveway.

5. Sheets 20 to 27: Replace Type S-III with SP-9.5 asphaltic pavement.
6. Sheet 25 and 26: Confirm proposed southerly elevations at parking area and pond (EL. 3.8' and 7') will meet existing grade at property boundary at required 4:1 slope.
7. Sheets 26 and 27: Add cross sections of Ridgewood Avenue driveways.
8. Sheet 26: Confirm MES #2-34 INV 2.50'. At this invert, it appears the entire 18" pipe is below the EL. 4' bottom of pond.
9. Sheet 26: Confirm proposed sidewalk EL. 8.50' at the southernmost end.
10. **Suggestion** (Sheets 20 to 27): Decrease the parking space length from 19 to 18 feet from back of wheel stop/curb where clear space is available, in particular: sheet 20 – 10 and 2 spaces, sheet 21 – 4, 13 and 9 spaces, sheet 22 – 7 spaces.

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. Provide a survey updated within a year that is certified to the City and Halifax River Partners, LLC.
2. City needs to be a signature to the application if Phase 1 is to include work on Cardwell property.
3. Label any proposed easements and existing easements.
4. **Advisory:** The easements conveyed to the city require sketch and legal descriptions, including acreage or square footage, by a licensed surveyor, preferably provided to the city staff no later than (60) days to issuance of the certificate of occupancy (CO). This allows sufficient time for staff to prepare the original legal instruments to be properly executed by the property owner and recorded in the public records prior to CO. For recording purposes, the legal description font needs to be 12 or larger. (E-Mail copy or other duplication of the legal description will not be accepted).]

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/RIGHT-OF-WAY REVIEW COMMENTS: (Linda Johnson, Right-of-Way Agent (386) 506-5755/ljohnson@port-orange.org):

No comments.



STAFF DEVELOPMENT REVIEW COMMITTEE MEETING MINUTES

MEETING DATE: November 26, 2019
LOCATION: CITY HALL COMMUNITY DEVELOPMENT
2ND FLOOR CONFERENCE ROOM
CITY HALL, 1000 CITY CENTER CIRCLE

PROJECT REVIEW:
10:00AM- 11:00AM

APPLICATION: Site Plan/Thompson Pump
CASE NO.: 19-80000007
LOCATION: 5301 S. Williamson Blvd.

ATTENDING CITY STAFF REPRESENTATIVES

Penelope Cruz, Planning Manager
Gwen Perney, Planner
Junos Reed, Public Works/Utilities Engineer
Greg Marino, Public Utilities Engineer
Alex Popovich, Public Works
Linda Johnson, Right-of-Way Agent

ATTENDING REPRESENTATIVES FOR APPLICANT

Marcus Geiger, Kimley-Horn
Danny Baker, Kimley-Horn
Greg Minnick, Thompson Pump

ATTENDING CITIZENS

n/a

COMMENTS/OTHER DISCUSSION ITEMS:

See attached draft SDRC comments outlining the staff comments discussed at the meeting.

ACCEPTED

Melanie Schmotzer
Development Review Technician

12-2-19

DATE

SDRC MEETING DATE OF NOVEMBER 26, 2019

SITE PLAN/THOMPSON PUMP

CASE NO. 19-80000007

OUTSTANDING TECHNICAL COMMENTS AS OF NOVEMBER 22, 2019

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

PLANNING DIVISION REVIEW COMMENTS: (Gwen Perney, Planner (386) 506-5673/gperney@port-orange.org):

1. As per the Thompson Pump MDA, as part of the first phase of development, the developer shall install a 4th traffic signal head of the existing traffic light at the intersection of Town West Blvd. and Williamson Blvd. prior to issuance of the first C.O. The developer shall be responsible for any re-timing of the signals along Williamson Blvd., if necessary. The developer shall coordinate installation of said traffic signal head with Volusia County as required, including seeking county assistance with design and installation. Contact Sherrill Booth at Volusia County sbooth@volusia.org regarding the County Use Permit and any associated intersection improvements. A *Site Improvement Agreement* is required for this and all other public improvements.
2. The parking space next to the covered storage area near the research pond appears to be an accessible space. Please provide pavement marking and bollard as per the City's Standard Construction Detail.
3. Revise the parking space count for the spaces across the drive aisle from the production building (Plan indicates 5 & 6, actual number of spaces is 6 & 9). Additionally, it appears there is a parking space in front of the production building that is 9.5 feet wide. Revise space to 10 feet [LDC, Ch. 12, Sec. 6(c)(2)].
4. Provide pedestrian crossing striping between the sidewalks for the main building and the production building [LDC, Ch. 12, Sec. 6(h)].
5. A bike rack detail is provided on Sheet C8, but there is not a location shown on the site plan. Identify the location of the bike rack on the site plan.
6. Electrical power, telephone and television cable power to the building must be provided underground [LDC, Ch. 11, Sec. 8].
7. Some of the trees and shrubs along Hockney Ct. have died and/or been removed since the time they were planted. For example, there are only 2 existing palm trees closest to Williamson Blvd., but the plan shows 3 existing palms. Only approximately 35 cordgrass plants remain. Additionally, the demolition plan shows several trees to be removed or relocated. Show all required plantings in the Hockney Ct. buffer, supplementing the existing trees. A minimum 11 shade trees, 11 understory trees, and 119 shrubs must be provided in the buffer [LDC, Ch. 13, Ch. 3(d)].
8. Provide foundation plantings around the existing lift station. One shrub is required for every 2 linear feet of fence [LDC, Ch. 13, Sec. 5(c)]. Additionally, screen the adjacent transformer box and above-ground meter.
9. A 5-foot perimeter buffer is required along the north property line (Raydon) and along the south and west property lines that abut the adjacent vacant commercial

- parcel. Provide a 5-foot perimeter buffer along these three property lines with 1 shade trees per 50 linear feet [LDC, Ch. 13, Sec. 3(e)(1)(a)]. Add calculation to the landscape data table.
10. Add a screening hedge behind the pallet storage area of 1 shrub for every 2 linear feet [LDC, Ch. 13, Sec. 5(c)].
 11. The divider median between the production building and the parking area is required one shade tree or two understory trees for every 30 linear feet and shrubs planted in a continuous hedge the full length of the divider [LDC, Ch. 13, Sec. 4(e)(3)].
 12. Continue a strip of sod from the Hockey Ct. buffer in between the viburnum screening hedge and the north side of the entrance driveway.
 13. Foundation plantings are required along the front of the production building facing Hockney Ct. Provide one plant for every one linear foot and one understory tree per 30 linear feet [LDC, Ch. 13, Sec. 5(a)(1)(a)].
 14. Foundation plantings are required along the rear of the main office building, along the drive aisle, as this area will be visible to the public via Williamson and the access drive. Provide one plant for every one linear foot and one understory tree per 30 linear feet. Staff recommends using the plants to screen any mechanical equipment, service areas, and employee break areas [LDC, Ch. 13, Sec. 5(a)(1)(a)].
 15. Use viburnum or a similar shrub to screen the a/c units around the foundation of the office building. The units must be screened by opaque fencing or landscaping of sufficient density and maturity at the time of planting to provide opaque screening. Coordinate locations with the architecture elevations provided [LDC, Ch. 14, Sec. 4(g)].
 16. It appears there is a sidewalk that does not align with an exterior door on the side of the building facing Williamson Blvd. Coordinate locations of all exterior doors and sidewalks on architecture, site plan and landscape plans.
 17. For the crepe myrtle trees to be planted on the south side of the office building, refer to the planting guidelines and provide a mulch ring around each tree, or incorporate the trees with the shrubs in a more curvilinear planting bed [LDC, Ch. 13, Sec. 6(c)].
 18. Any above-ground irrigation equipment, backflow devices, electrical meters, transformers, generators, etc. must be screened from view of the right-of-way [LDC, Ch. 14, Sec. 4(g)].
 19. Provide architectural details for the pallet storage area, the covered storage area by the research pond, and dock. Accessory structures must be designed to be compatible with the main structure [LDC, Ch. 14, Sec. 4(j)].
 20. On the exterior of the buildings facing both Williamson Blvd. and Hockney Ct., staff recommends adding some decorative components along the façade similar to Raydon (decorative medallions).
 21. External downspouts shall be enclosed within the building structure on the front and side elevations or any other building elevation visible from a public right-of-way, unless designed to be architecturally compatible with the building in terms of color, material, and location. In locations that are clearly visible from a public right-of-way, downspouts may be installed externally only if they have a high-quality, decorative design and appearance of copper, steel, tin, or silver or similar

- natural metallic material. In locations that are mostly or completely screened from a public right-of-way, external downspouts are not required to be decorative as above but shall be painted to match the building exterior on which they are mounted [LDC, Ch. 14, Sec. 4(i)].
22. Provide renderings for any proposed signage. Maximum sign area along Williamson Blvd. is 48 square feet. Maximum sign area along Hockney Ct. is 12 square feet. Indicate the location of any other directory, delivery, receiving, etc. signage on the site plan [LDC, Ch. 15, Sec. 3(c) and Sec. 4(a)].
 23. Foundation plantings are required around the base of freestanding signs and should be incorporated into the landscape plan [LDC, Ch. 15, Sec. 4(a)(4)(d)].
 24. Staff recommends moving the proposed ground sign along Hockney Ct. to the north side of the driveway. If the vacant lot is subdivided in the future, the sign will become an off-site sign, which is prohibited by the LDC, and Thompson Pump would no longer be able to use the sign structure [LDC, Ch. 15, Sec. 3(b)(18)].
 25. Provide copies of letters notifying all franchised utilities of the size, location, and the proposed development [LDC, Ch. 6, Sec. 5(a)(5)].
 26. Provide a construction cost estimate signed and sealed by the engineer of record and/or landscape architect, as appropriate, detailing the tabulation of quantities and costs of any proposed site improvements including landscaping and irrigation but not including buildings or similar structures [LDC, Ch. 6, Sec. 5(a)(4)].
 27. An environmental report was not provided with this submittal. Provide a memo on the observation of any listed species on the site. Advisory: Gopher tortoise relocation permits from FWC, if applicable, shall be required prior to any land clearing [LDC, Ch. 9, Sec. 33].

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. On C1.0, adjust General Notes No. 10 to remove reference to County Public ROW and City approval of Stormwater Shop Drawings.
2. On C1.0, in General Notes No. 15, reference City Standard Construction Detail for Pavement Butt Joints, R-11, which will be added per a comment below.
3. On C1.0, in General Notes No. 18, reference City Testing requirements found on Sheet C9.5.
4. On C1.0, in General Notes No. 20, reference City Sidewalk Construction Requirements, M3, which will be added per a comment below.
5. On C1.0, in General Notes No. 21, reference latest edition of the Florida Building Code, not 2012. [LDC Chpt. 8, Art. I, Sect. 1 (b) (1)]
6. On C1.0, in Trees and Vegetation No. 1, reference City Tree Protection Barricade, R-23 found on Sheet C9.5.
7. On C1.0, in Pavement Marking and Signage No. 3, remove reference to City of Port Orange Design Guidelines for Pavement Markings.
8. On C1.0, in Safety No. 2, note that a minimum 1 weeks' notice is required for lane closures to provide sufficient time for approval and public notification.

9. On C1.0, in Earthwork/Grading/Demucking Procedures No. 1, remove reference to Evergreen Woods Trail.
10. On C1.0, in Earthwork/Grading/Demucking Procedures No. 4, add City notification and approval via revised plans required for Elevation Changes that will impact site drainage.
11. On C1.0, in Earthwork/Grading/Demucking Procedures No. 8, reference City Testing requirements found on Sheet C9.5.
12. On C1.0, review Paving Grading and Drainage notes which are largely redundant with notes on the previous sheet and eliminate duplicates.
13. On C1.0, Paving/Grading Testing and Inspection also reference City's Standard requirements in Detail R-18 found on Sheet C9.5.
14. On C1.0, Contractor's As-Built also reference City's Standard requirements in Detail M-1 found on Sheet C9.4.
15. On C2.0, SWPPP Maintenance and Inspection Practices, note 2, repairs must be made within 3 calendar days of inspection.
16. On C2.0, SWPPP Waste Disposal section may note Approved Roll Off Dumpster Franchise Vendors found here:
<https://www.port-orange.org/DocumentCenter/View/3592/Approved-Roll-Off-Vendors-Port-Orange>
17. Review Sheet C2.1 Best Management Practices with errors including:
 - a. Reference to Southwest Florida WMD
 - b. References to figures not drafted or with different figure numbers
18. With Sheet C2.1's Best Management Practices, reference City Standard Construction Details R-25 and R-26 found on Sheets C9.5 and C9.6.
19. On Sheet C2.1, remove Silt Fence and Construction Entrance Details and reference the City's Standard Construction Details, R-22 and R-27 respectively, found on Sheet C9.5.
20. On Sheet C2.1, revise BMP 3.4 and Grass Slopes (Figure 8) because slopes steeper than 4:1 are not allowed. [LDC Chpt. 10, Sect. 5 (3)(1)]
21. Per comment 3 above, adjust two Silt Fence and one Stabilized Construction Entrance call outs on Sheet C3.0 to reference correct sheet number.
22. On Sheet C3.0, Erosion Control Note 2 should reference City Standard Detail R-22 for Silt Fence and Note 3 should reference City Standard Detail R-27 for Construction Entrances.
23. On Sheet C3.0, the existing Type H inlet is stated to be removed and replaced with a manhole structure. The manhole structure is not referenced on the Overall Drainage Plan, Sheet C5.0.
24. On Sheet C4.0, Special Emphasis Crosswalks are not required and can be replaced with 12" wide white parallel stripes. Our training is the horizontal striping feels like rumble strips to wheelchair users and is not preferred.
25. Suggestion: On Sheet C4.0, connect sidewalk to building between Shawn and Marketing's offices at the Hall door.
26. Suggestion: On Sheet C4.0, connect sidewalk to building by Greg/Jim P.'s office at the Hall door.
27. Sheet C4.0 references 100 Year Flood Plain Zone "X" which should be "Shaded X".
28. On Sheet C4.1, increase 10' radius to 20' at SE corner of the future parcel.

29. Suggestion: Replace wheel stops at accessible spaces with preferred combined bollard ADA signs because wheel stops can be trip hazards.
30. On Sheet C4.2, label radius at SE corner of main facility and replace compound curve at SW corner of main facility with minimum 20' radii curves.
31. On Sheet C4.2, if 18' long parking spaces will be used abutting sidewalk at the southwest side of the main facility, increase the sidewalk width to 7' preferred providing a minimum 44" clearance beyond the cars' 2' overhang. [City Standard Construction Detail M-11] In addition, add Detail M-11 detail to plan set.
32. On Sheet C5.0, add complete size labeling for two ERCPs near future parcel.
33. On Sheet C5.0, add D-8 Weir data.
34. On Sheet C5.0, eliminate the stormwater inlet within the dumpster enclosure. Dumpster waste may not be drained to the Stormwater Drainage System [LDC Chapter 10, Section 20 (a)].
35. On Sheet C5.2, revise grading at Covered Area Storage and adjacent Parking Space to provide minimum 0.75% slope for asphalt or 0.50% for concrete per City Standard Construction Detail for Private Parking Lot, M-7.
36. On Sheet C5.2, eliminate slopes steeper than 4:1 horizontal/vertical at grading at driveway stub out to adjacent property. [LDC Chpt. 10, Sect. 5 (3)(1)]
37. On Sheet C7.3, add complete size labeling for three ERCPs.
38. On Sheet C6.0, conform pavement details to better match the City's Standard Construction Detail for a Private Parking Lot, M-7, and Concrete Pavement Details, R-19.
39. On Sheet C6.0, provide vertical curb depth dimensions for Sidewalk Integral Sidewalk detail.
40. On Sheet C6.0, the landing length should be the same as the width of ramp, not 3'.
41. On C8.1, adjust pen setting on Skimmer Mounting Bracket for clarity and add Skimmer material for Structure D-17.
42. Add City Standard Construction Details:
 - a. Sidewalk Construction Requirements M-3 (Replace references to Fiberglass with Deformed Metal in 6 places)
 - b. Sidewalk and Bikepath Ramp within the right-of-way M-4
 - c. Sidewalk and Bikepath Ramp M-5
 - d. Standard Curb Construction R-9
 - e. Roadway Intersection Valley Gutter R-10
 - f. Pavement Butt Joint R-11
 - g. Roadway and Parking Area Design and Construction Notes R-12 through R-17
 - h. Pavement Trench Restoration ST-3
 - i. Wet Retention Pond Standard Construction ST-10
43. Fill within the Floodplain (Base Flood Elevation of 27.0) is proposed along the Williamson Blvd. sidewalk and near the southwest corner of the Research Water Body. Revise the layout to eliminate fill within the floodplain or provide Floodplain Compensatory Storage. If any fill is placed in the special flood hazard area, reducing the volume of floodplain storage available, a minimum of an equal volume of soil shall be excavated and the area designed to drain freely to the watercourse. A restriction against modification of the compensatory storage

area shall be recorded on the deed of the property where it is located and the restriction shall be binding on future owners. [LDC Chpt. 8 Art. III, Section 9 (c) (6)]

44. **Advisory:** All construction shall comply with the standard construction details as adopted by resolution of the city council. Any deviation from the adopted standards shall be clearly noted as such in all plans and specifications. If inadvertent deviations in plans are not so noted, adopted standards shall apply. [LDC Chpt. 6, Sec. 3 (b)]

BUILDING DIVISION REVIEW COMMENTS: Allan Tischler, Chief Building Official (386) 506-5627/atischler@port-orange.org):

1. **Advisory:** Review for applicable code requirements for proposed building will be performed at the time of permit submittal.
2. **Advisory:** Separate permit applications are required for: New Buildings, Light Poles, Fencing, Dumpster Enclosure and Signs. Contact the building division if there are any questions or concerns about permit requirements for work specifically mentioned.
3. **Advisory:** SDRC review does not include: Buildings, Accessory Structures, Signs, Light Poles, etc., unless otherwise noted in this report.
4. **Advisory:** Approved city of Port Orange dumpster vendor must be used for debris removal; this information is listed on the city of Port Orange's web site.
5. **Advisory:** Permits for wells and irrigation systems must be obtained from Volusia County.

PUBLIC UTILITIES DEPARTMENT REVIEW COMMENTS: (Junos Reed, P.E. Engineering & Construction Manager (386) 506-5754/jureed@port-orange.org; Gregg Marino, Engineering Intern (386) 506-5756/gmarino@port-orange.org):

1. Sheet C1.0: For Potable Water & Sanitary testing and inspection sections of the general notes, reference Standard Details W-1 & W-2, Sheet C9.0, and S-2 & S-2, Sheet C9.1, respectively for additional City of Port Orange requirements
2. Sheet C1.0: For the As-built information section of the general notes, reference Standard Detail M-1, Sheet C9.4, for City of Port Orange As-built requirements.
3. Sheet C9.2: Remove Detail W-9 and replace with W-12 & W-15.
4. Include City of Port Orange Reclaimed Water Details to plan sheets: RW-3, RW-6, RW-7, RW-9, and RW-12.
5. Sheet C6.0: A clean-out (C.O.) is required within 5 ft of the building service. There is a clean-out on the western side of the large commercial building that appears to be inside the building footprint. [Florida Building Code section 708.3]
6. Sheet C6.0: Revise Fire Flow Report based on plan revisions (i.e. Reduced Pressure devices, etc). Provide Signed & Sealed calculations if any revisions to the plans contained in the following comments have altered the results [LDC Ch 11 Sec 3 Table 11-1]
7. Sheet C6.0: Provide additional building information such as sq.ft., type, etc. along with the finished floor data.
8. Sheet C6.0: Per LDC and City Standard Details, all commercial sanitary sewer service laterals are to be minimum 6in inside diameter with 2% min. slope. Label all sanitary sewer service laterals as 6in in size having minimum 2% slope. The

- services are currently called out as 4in and the 99LF service to the research pavilion at 1.00%. [Standard Detail S-1 note 11 & S-15]
9. Sheet C6.0: Describe developer intent for a sewer service at the research pavilion (i.e. restrooms or other use) and call out the invert proposed. Provide adequate water service, if needed.
 10. Sheet C6.0: Where an existing structure exceeds 10,000sq.ft., required fire hydrant spacing is 400 ft. with a 200 ft hose lay distance. The proposed hydrant spacing appears to meet the requirement everywhere except between the northern most hydrant behind the smaller building footprint and those hydrants near the rear of the larger building footprint. As such, relocate the hydrants at rear of large bldg. footprint approximately sixty (60) feet to the northeast and closer to the smaller bldg. footprint [Table 11-1 b, LDC, Ch.11 Sec. 3(c)(1)]
 11. Sheet C6.0: All sewer lines constructed outside of Right-of-Ways within yards, backyards, other poorly accessible areas shall be constructed of green C-900 PVC. No use of plastic styrene fittings shall be allowed. Revise plans for those sanitary sewer mains south and west of "MH-1", callout this material size and length for the san. main between "MH-1 & 2" and that portion of sewer main northeast of "MH-2" [Detail S-1, note 19]
 12. Sheet C6.0: All manholes constructed in side yards, backyards, and easements outside of right-of-way shall be outfitted with fiberglass or epoxy liners in accordance with ASTM-3753 or other types of liners approved by the city. Appropriately call out for structure "MH-1" & "MH-2" [Detail S-1 note 18]
 13. Sheet C6.0: Provide dimensioning showing horizontal distance(s) between gravity and pressure mains on the plans [Standard Detail S-2, note 36]
 14. Sheet C6.1 & C6.2: Provide a profile view on the construction drawing at horizontal scale 1:40, vertical 1:4, and include pipe material (SDR26) and vicinity map. Revise profile based on any design revisions per comments (i.e. 0.1 ft drop across manholes) [Standard Detail S-1, note 28]
 15. Sheet C6.0: Reference appropriately designed "FDC" signage per NFPA, building code, etc on plan sheets. Add "Blue RPM" to locate hydrants and "Red RPM" or other per code to better assist in locating FDC locations and improve visibility.
 16. Sheet C6.0: Where a sprinkler or standpipe system is provided, a fire hydrant shall be located at least 50 feet away from structure, but not more than 75 feet away from FDC system connection. The large commercial building FDC is located just outside the 75 feet requirement. Relocate FDC/backflow device closer to the hydrant and dimension showing 75 feet max separation. Also, double check the requirement for the smaller building footprint device [LDC Ch 11 Sec 3(c)(2)]
 17. Sheet C6.0: Manhole rims shall be a min 0.2-max 0.5ft above grade in unpaved areas. Ensure "MH-1 & 2" meets the requirement [Standard Detail S-2, note 11]
 18. Sheet C6.0: Callout 10in Master meter "w/ Strainer" per City Details, being a reduced pressure zone (RPZ) type and painted Blue. Remove reference to "Fire Line" on the master meter. Similarly, the "Fire Sprinkler" B.F.P's devices should also be Reduced Pressure Zone (RPZ) type, painted Red and called out as such [Standard Detail W-12 & W-15]

19. Sheet C6.0: 0.1 ft drop across manholes are required for new construction. Revise the plans accordingly. Revise "MH-4, MH-5, & MH-6". The City of Port Orange does not allow drops less than two (2) feet. Revise drop across manholes with resulting design slopes that are greater than the minimums proposed. Slopes greater than the minimum required are encouraged [Std. Manhole Detail S-6, Note 4 & S-1, Note 14]
20. Sheet C6.0: Callout the 10in wet tap to be "by City of Port Orange"
21. Sheet C6.0: Callout the sanitary sewer pipe material to be SDR 26 in all locations except in those downstream sections that are to be C-900 DR18 (outside paved areas). The fire line and 4in and larger water piping is to be C-900 PVC DR18 [Standard Detail W-2, note 14 & S-2, note 2]
22. Sheet C6.0: Label the existing sanitary manhole along Williamson Blvd and downstream of "MH-1" inverts as "Existing" or "Proposed". For example, the NE Invert should be "Proposed" with the other inverts being "Existing".
23. Sheet C6.0: Revise the General Fire Service Notes number 2 to read: ...shall be installed by a qualified, licensed, and "certified fire protection contractor I, II or IV pursuant to F.S. 633.521, and licensed within the City of Port Orange". Number 3 revise FDC to be located not more than "75 ft" from the nearest hydrant.
24. **Suggestion** (Sheet L1.0): There is currently a conflict with sanitary structure "MH-1" and the downstream sanitary sewer with a landscape island and plantings in Williamson Blvd. right-of-way. Provide a gap in the island containing the sewer and increase the area of the other adjacent islands to maintain planting requirements. It is recommended to provide a clear space of 15 feet to live oaks (currently oak proposed within 10 feet) and 10 feet to all other plantings from center of sanitary sewer main (currently plantings are proposed within 2-5 feet).
25. **Advisory:** Each owner and customer shall be responsible for the inspection and maintenance of backflow prevention device(s) and shall file a test an annual certification from a certified tester for each device. Additionally, all pressure testing, and sewer televising shall be performed in the presence of City personnel with reports of satisfactory reports provided to the City prior to final acceptance and prior to any paving operations [Ordinance Ch. 74 Utilities, Article VIII, Sec. 74-249] & [S-2, Note 21, 39 & 40]
26. **Advisory:** All large commercial water meters greater than 3-in take a minimum of 6 weeks for delivery after fees are paid to City. In addition, all meters greater than 3-in shall be installed by owner/developer/contractor. The fee collected by the City is for materials only [Detail W-2, Note 23]
27. **Advisory:** All proposed site developments over five (5) acres shall be "interruptible" and have a back-up source of irrigation water (i.e. wet pond or well). Indicate the back-up source of irrigation to serve the site. Reclaimed service will require a meter and backflow preventer to prevent any backup source from surcharging the system [LDC Ch 11 Sec 5(b)(2)].
28. **Advisory:** Permits for irrigation wells and irrigation systems must be obtained from Volusia County. Approvals by Volusia County must be provided to City of Port Orange prior to the release or acceptance of any project. [Volusia County Water-wise Landscape Irrigation Ordinance]

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):

1. Sheet C4.1 and C4.2:
 - a. Call out double yellow pavement marking at 24" stop bar at all 3 entrances
 - b. Dimension width of easterly entrance on Hockney Court
2. Architectural/Dumpster Detail Sheet C2:
 - a. Show gates open clear width to be 21'
 - b. Enclosure to be 8' tall
 - c. Install 3 bollards per dumpster
 - d. Add cane anchors and openings in concrete for the anchors, both in open and closed position
 - e. Add theft protection to cane anchors
3. **Suggestion:**
 - a. Sheet C4.1: use double 12" white lines at 2 entrances on Hockney Court
 - b. Sheet C4.2: remove 24" white R1-1 (24") call out at sidewalk

PUBLIC UTILITIES/RIGHT-OF-WAY REVIEW COMMENTS: (Linda Johnson, Right-of-Way Agent (386) 506-5755/ljohnson@port-orange.org):

1. Graphically depict all existing easements [LDC Ch 6, Sec.5(a)(1)(f), including but not specifically limited to:
 - a. 50-ft. wide easement in favor of FP&L of record at OR Bk 6297 Pg 0958 (So.Williamson Blvd); and
 - b. 20-ft wide easement in favor of FP&L of record at OR Bk 6297, Pg 0961 (South side of Hockney)
2. Utility Plan Sheet C6.0. Graphically depict proposed utility easements over pre-existing public utilities [LDC Ch.6, Sec.4(b)(2)(a)]:
 - a. 50-ft. wide along South Williamson Blvd. street frontage for Sanitary Sewer Main;
 - b. 30-ft. wide along Hockney Ct, from South Williamson Blvd. to the Lift Station, continuing along the North boundary to the East boundary of the common property boundary of the Raydon and Thompson sites.

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 show all proposed and existing easements. Easements required per LDC not shown on site plans. Easements are required to be shown on site development plans. [LDC Chap. 6, Sec. 4(a) and (b)]
2. Please label lift station easement (See attached)
3. Per CCR's - Easement to City for 50-foot-wide utility and drainage, including the 10-foot-wide pedestrian access easement parallel to and abutting Williamson Blvd. (see attached sketch and legal)
4. Per CCR's - Easement to City for 20-foot access, drainage, landscape irrigation, maintenance, and utility as described in sketch and legal attached hereto.

5. Site Improvement Agreement for public improvements in the course of development will be required pursuant to *Ch. 6 Sec. 5(b), LDC*.
6. Easements over drainage facilities need to be shown on the site plans. Storm sewers shall be covered by easement no less than 20 feet centered on centerline of pipe (*Chap. 6, Sec. 4(b)(1), LDC*).
7. Standard lot easement to the City shall be 12 feet across the fronts of all lots adjacent to any street (*Chap. 6, Sec. (4)(b)(4), LDC*).
8. **Advisory:** The easements conveyed to the city require sketch and legal descriptions, including acreage or square footage, by a licensed surveyor, preferably provided to the city staff no later than (60) days to issuance of the certificate of occupancy (CO). This allows sufficient time for staff to prepare the original legal instruments to be properly executed by the property owner and recorded in the public records prior to CO. For recording purposes, the legal description font needs to be 12 or larger. (E-Mail copy or other duplication of the legal description will not be accepted).]

FIRE DEPARTMENT REVIEW COMMENTS: (Beau Gardner, Fire Marshal (386) 506-5905/bgardner@port-orange.org):

No comments



STAFF DEVELOPMENT REVIEW COMMITTEE MEETING MINUTES

MEETING DATE: November 26, 2019
LOCATION: CITY HALL COMMUNITY DEVELOPMENT
2ND FLOOR CONFERENCE ROOM
CITY HALL, 1000 CITY CENTER CIRCLE

PROJECT REVIEW:
11:00AM- 12:00PM

APPLICATION: PUD Amendment/16th Amendment to the Countryside Planned Unit Development
CASE NO.: 19-40000007
LOCATION: 1090 Dunlawton Avenue

ATTENDING CITY STAFF REPRESENTATIVES

Penelope Cruz, Planning Manager
Melanie Schmotzer, Development Review Technician
Briana Conlan-King, Senior Planner

ATTENDING REPRESENTATIVES FOR APPLICANT

Jeff Buak, Esquire, Foley & Lardner, LLP

ATTENDING CITIZENS

n/a

COMMENTS/OTHER DISCUSSION ITEMS:

See attached draft SDRC comments outlining the staff comments discussed at the meeting.

ACCEPTED

A handwritten signature in blue ink, appearing to read "MSchmotzer", is written over a horizontal line.

Melanie Schmotzer
Development Review Technician

12-2-19

DATE

SDRC MEETING DATE OF NOVEMBER 26, 2019

PUD AMENDMENT/COUNTRYSIDE PUD 16TH AMENDMENT
CASE NO. 19-40000007
OUTSTANDING TECHNICAL COMMENTS AS OF NOVEMBER 22, 2019

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

PLANNING DIVISION & CITY ATTORNEY'S OFFICE REVIEW COMMENTS:

(Briana Conlan-King, Planner (386) 506-5676/brking@port-orange.org; Shannon Balmer, Assistant City Attorney, sbalmer@port-orange.org/(386) 506-5535):

1. See the attached strikethrough and underline revisions attached.

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):

No comments.

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, P.E. Engineering & Construction Manager (386) 506-5754/jureed@port-orange.org; Gregg Marino, Engineering Intern (386) 506-5756/gmarino@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.

FIRE DEPARTMENT REVIEW COMMENTS: (Beau Gardner, Fire Marshal (386) 506-5905/bgardner@port-orange.org):

No comments provided.

This Instrument Prepared By:
Tara L. Tedrow
Lowndes, Drosdick, Doster, Kantor & Reed, P.A.
215 N. Eola Drive
Orlando, FL 32801

**THIS SIXTEENTH AMENDMENT TO COUNTRYSIDE PLANNED UNIT
DEVELOPMENT MASTER LAND USE PLAN**

THIS SIXTEENTH AMENDMENT TO COUNTRYSIDE PLANNED UNIT DEVELOPMENT MASTER LAND USE PLAN (this “Sixteenth Amendment”) is entered into by and between the City of Port Orange, a Florida municipal corporation whose address is 1000 City Center Circle, Port Orange, FL 32129 (the “City”), and Clermont Synergy, LLC, a Florida limited liability company whose address is 2345 W. Sand Lake Road, Suite 100, Orlando, FL 32809 (the “Owner”), and constitutes the sixteenth amendment to the Countryside Planned Unit Development Agreement.

WHEREAS, the City originally approved the Countryside Planned Unit Development Agreement recorded December 14, 1981, in the Official Records Book 2317, Page 1531, Public Records of Volusia County, Florida which was subsequently amended, most recently in that certain Fifteenth Amendment recorded at Official Records Book 7446, Page 4941, in the Public Records of Volusia County, Florida (collectively, the “PUD Agreement”);

WHEREAS, the Owner is the owner of certain real property (the “Subject Property”) located in Port Orange, Florida more particularly described Exhibit “A” which is the only property affected by this Sixteenth Amendment;

WHEREAS, the PUD Agreement included Exhibit “B”, which contained a list of “Table of Permitted Uses and Dimensional Requirements” outlining those uses permitted in the PUD, including on the Subject Property;

WHEREAS, part of the amendments to the PUD Agreement included that certain Fifth Amendment recorded at Official Records Book 4610, Pages 2384-2394, in the Public Records of Volusia County, Florida, and that certain Seventh Amendment recorded at Official Records Book 4444, Page 2162, in the Public Records of Volusia County, Florida, both of which amended the permitted uses for the PUD as they relate to the Subject Property;

~~**WHEREAS**, the Owner is the owner of certain real property (the “Subject Property”) located in Port Orange, Florida more particularly described Exhibit “A”;~~

WHEREAS, the Owner desires to amend Exhibit “B” to add Retail Sales and Services, which includes Retail Pharmacy, as permitted uses on the Subject Property;

WHEREAS, the proposed changes are consistent with the City of Port Orange Comprehensive Plan and Land Development Code.

NOW, THEREFORE, the City, and the Owner hereby agree, in consideration of mutual premises and covenants contained herein, and with the intent to be legally bound and to bind their successors and assigns to the following:

1. The recitals stated above are true and correct and are incorporated herein by reference.
2. This Sixteenth Amendment to the PUD Agreement further amends Exhibit “B” “Table of Permitted Uses and Dimensional Requirements” to permit Retail Sales and Services, which includes Retail Pharmacy, as permitted uses on the Subject Property.
3. This Sixteenth Amendment, the PUD Agreement, as previously amended and all applicable City ordinances, resolutions and regulations in effect at the time of development of the Subject Property shall govern the development unless they are in conflict with the terms and provisions of this Amendment. In that event, this Amendment shall control, in case of any conflict between the terms of this Sixteenth Amendment and the exhibits to or terms contained in the PUD Agreement as amended, the terms and exhibits contained in this Sixteenth Amendment shall control. The Owner agrees to be bound by all other applicable City ordinances, resolutions and regulations that are not in conflict with or contrary to the terms and exhibits of this Sixteenth Amendment or the PUD Agreement as amended.
4. This Sixteenth Amendment shall be recorded in the Public Records of Volusia County Florida. The provisions of the Sixteenth Amendment shall inure to the benefit of the parties hereto and the Subject Property, and shall be binding upon any person, firm or corporation that may become a subsequent owner, successor in interest or assign, directly or indirectly, of the Subject Property or any portion thereof.
5. In the event of any claim, action, litigation or proceeding under this Sixteenth Amendment, venue shall be in Volusia County, Florida and no other location, and the prevailing party shall be entitled to an award of reasonable attorney’s fees and costs.
6. If any provision of the Sixteenth Amendment is held by a court of competent jurisdiction to be invalid or otherwise unenforceable, such holding shall not affect the validity or enforceability of any other provision of this Sixteenth Amendment.
7. This Sixteenth Amendment represents the complete understanding by and between the parties with respect to the development of the Subject Property. All other terms and provisions of the PUD Agreement shall remain in full force and effect to the extent not otherwise modified by, or in conflict with, this Sixteenth Amendment.

[signatures on following pages]

IN WITNESS WHEREOF, the parties have accepted this Sixteenth Amendment, by and through their duly authorized representatives, on the dates indicated below.

WITNESSES:

CLERMONT SYNERGY, LLC, a Florida
limited liability company

Name: _____

By: _____
Name: _____
Title: _____

Name: _____

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by _____, as _____ of Clermont Synergy, LLC, a Florida limited liability company, who acknowledges that he/she is duly authorized to execute the foregoing agreement on behalf of said entity. He/She is personally known to me.

Notary Public, State of Florida at Large
*Printed, typed or stamped name, commission and
expiration of commission term*

WITNESSES:

CITY OF PORT ORANGE, a Florida
Municipal Corporation.

Name: _____

By: _____
Donald O. Burnette, Mayor

Name: _____

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by Donald O. Burnette, Mayor of the City of Port Orange, Florida, a chartered municipal corporation, who acknowledges that he is duly authorized to execute the foregoing agreement on behalf of the City. He is personally known to me.

Notary Public, State of Florida at Large
*Printed, typed or stamped name, commission and
expiration of commission term*

Attest:

Name: _____

Robin L. Fenwick, City Clerk

Name: _____

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by Robin L. Fenwick, as City Clerk, of the City of Port Orange, Florida, a chartered municipal corporation, who acknowledges that she is duly authorized to execute the foregoing agreement on behalf of the City. She is personally known to me.

Notary Public, State of Florida at Large
*Printed, typed or stamped name, commission and
expiration of commission term*

Exhibit "A"

THE EAST ½ OF LOT 22 AND LOTS 23 THROUGH 35, INCLUSIVE, OF COUNTRYSIDE COMMERCIAL CENTER UNIT IV, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 40, PAGE 160, PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA.