



STAFF DEVELOPMENT REVIEW COMMITTEE MEETING MINUTES

MEETING DATE: October 16, 2019
LOCATION: CITY HALL COMMUNITY DEVELOPMENT
2ND FLOOR CONFERENCE ROOM
CITY HALL, 1000 CITY CENTER CIRCLE

PROJECT REVIEW #1:
9:00AM- 9:25AM

APPLICATION: Modification to an Approved Site Plan/Chick-fil-A Restaurant
CASE NO.: 19-82000004
LOCATION: 1761 Dunlawton Avenue

ATTENDING CITY STAFF REPRESENTATIVES

Penelope Cruz, Planning Manager
Melanie Schmotzer, Development Review Technician
Briana Conlan-King, Senior Planner
Shannon Balmer, Assistant City Attorney
Alex Popovic, Public Works Engineering Intern
Junos Reed, Public Works and Utilities Engineer
Greg Marino, Public Utilities Engineer
Valerie Duhl, Community Development Engineering Intern

ATTENDING REPRESENTATIVES FOR APPLICANT

Eileen Graff, Interplan, LLC
Sean Pickman, Interplan, LLC

ATTENDING CITIZENS

Sarah Jones

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

10-16-19

DATE

SDRC MEETING DATE OF OCTOBER 16, 2019

**MODIFICATION TO APPROVED SITE PLAN/
CHICK-FIL-A RESTAURANT
CASE NO. 19-82000004
OUTSTANDING TECHNICAL COMMENTS AS OF OCTOBER 11, 2019**

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

PLANNING DIVISION REVIEW COMMENTS:

(Briana Conlan-King, Planner (386) 506-5676/brking@port-orange.org):

1. Revise the Cover Sheet as follows:
 - a. Title of project, "Chick-fil-A Restaurant, Case No. 19-82000004" – Modification to an approved Final Site Plan Case No. 01-80000037" [LDC Ch. 6, Sec. 5].
 - b. Provide a zoning map of the subject property "Planned Commercial Development (PCD)" and the zoning of the surrounding properties [LDC Ch. 6, Sec. 5(a)(1)(h)].
2. One 12'x25' loading zone space is required for a restaurant. If deliveries are to be made during non-business hours, specify in the written response to these comments. If deliveries are to be made during business hours, an identified loading space (12'x25') will need to be provided in a location that does not interfere with access to required parking or drive aisles [LDC, Ch. 12, Sec. 5(b) and Sec. 6(b)(2)].
3. Provide a detail for the bike rack. The bike rack is required to provide 13 spaces [LDC, Ch. 12, Sec. 4(b)(5)].
4. Label parking space dimensions on all sides of the building and provide the drive aisle width along the east side of the building.
5. Add a note stating all new utilities will be provided underground. According to the LDC, electric, cable, and other telecommunications utilities must be provided underground to the building [LDC, Ch. 11, Sec. 8].
6. Provide a note on the site plan and architectural plans that the wall-mounted equipment such as electric meters, irrigation meters, phone/cable boxes, external vents and louvers, etc., must be painted to match the wall on which it is mounted [LDC, Ch. 14, Sec. 4(g)].
7. Add the following note on the site plan, "All service areas and mechanical equipment (ground, wall, or roof), including, but not limited to, the relocated transformer, air conditioning condensers, heating units, satellite dishes, irrigation pumps, and propane tanks, displays and refilling areas, must be screened using architectural features consistent with the structure, or landscaping of sufficient density and maturity at planting to provide opaque screening from the public right-of-way and adjacent properties [LDC Ch. 14, Sec. 4(g)]."
8. Protective barricades shall be constructed around all trees and vegetation designated to remain. Provide limit of protective barricade on clearing plan and provide City Standard Construction Detail R-23. [LDC, Ch. 9, Art. II, Sec. 14 (b)].
9. Provide a note that states: "The development site is exempt from the 15% tree preservation requirement, as the requirements were already met in Case No. 01-80000037, according to Chapter 9, Article II, Section 17 of the LDC."

10. Provide a table that identifies the required foundation plantings. Two foundation plants for every three feet of the exterior building perimeter and one understory tree for every 30 feet of the exterior building perimeter [LDC Ch. 13, Sec(5)(a)(1)(b)]. Understory trees must be a minimum eight feet in height at the time of planting and shrubs must be a minimum 18 to 24-inches in height at the time of planting [LDC, Ch. 13, Sec. 6(b)(1-3)].
 - a. Along the west side of building (rear – building addition) 44 shrubs and 2 understory trees are required
 - b. Along the north side of building (drive-thru expansion) 44 shrubs and 2 understory trees are required and zero (0) understory trees and 33 shrubs and 30 ornamentals (total 63) were provided;
 - c. Along the south side of building (drive-thru window): 70 shrubs and 3 understory trees are required and zero (0) understory trees and 44 shrubs and 12 ornamentals (total 56) were provided.
11. Provide a landscape plan that includes all landscaping within required landscape buffers [LDC, Ch. 6, Sec. 5(a)(2). Based on the provided landscape plan and the Landscape As-Builts (7/15/2003) additional shade, understory trees and shrubs are required in all buffers. The required number of shrubs to be replaced can be calculated after the submittal of a complete landscape plan. The landscape buffer plantings required are:
 - a. Dunlawton Ave (50' buffer) is required to have 8 shade trees, 8 understory trees, and 60 shrubs per 100 lineal feet. Based on the 194' 16 shade trees, 16 understory trees and 116 shrubs. An additional 6 shade and 8 understory trees are required, shrubs are to be determined;
 - b. South Interior (5' – First Watch) is required to have 2 shade trees, 2 understory trees, and 20 shrubs per 100 lineal feet. Based on the 266' 5 shade trees, 5 understory trees and 53 shrubs. An additional 1 shade and 3 understory trees are required, shrubs are to be determined;
 - c. North Interior (5' – Drive Aisle) is required to have 2 shade trees, 2 understory trees, and 20 shrubs per 100 lineal feet. Based on the 290 6 shade trees, 6 understory trees and 58 shrubs. An additional 3 shade and 6 understory trees are required, shrubs are to be determined; and
 - d. West Interior (5' – Target is required to have 2 shade trees, 2 understory trees, and 20 shrubs per 100 lineal feet. Based on the 187' 4 shade trees, 4 understory trees and 36 shrubs required 3 understory trees. An additional, shrubs are to be determined [LDC Ch. 13, Sec.3(b)(2)].
12. Provide an irrigation plan consistent with requirements of Ch. 13, Sec. 2 (c) and Sec. 7, LDC and the Volusia County Water-wise Landscape Irrigation Ordinance [LDC, Ch. 13, Sec. 2(c)].
13. **Suggestion:** To avoid vehicular maneuverability and traffic difficulties at the transition from the drive-thru to the main drive aisle, do not add the new curbing with the landscaping along the southeast corner of the building.
14. **Advisory:** New irrigation proposed will require approval by Volusia County (Environmental Health, Health Dept.) and shall be provided to the City prior to the

release or acceptance of any project. [Volusia County Water-wise Landscape Irrigation Ordinance].

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. Chick-Fil-A is a place of Public Accommodation by definition 28 CFR Part 36. As such, it requires an exterior approach from the Public Right-of-Way to the Point of Commerce inside the building. Confirm exterior approach from the Public Right-of-Way to the building meets minimum requirements for an accessible route:
 - a. Dimension approach at entrance which must be 60-inches long and 18-inches wider than door beyond the latch side. [2010 ADA Accessibility Guidelines Table 404.2.4.1].
 - b. Dimension landing at curb must be centered on the accessible crosswalk and be a minimum of 60-inches by 60-inches. [2010 ADA Accessibility Guidelines Figure 405.7].
 - c. Note cross slopes must be less than 1V: 48H and ramp slopes must be less than or equal to 1V:12H.
2. Label rectangular section by drive through window, south of concrete.
3. Extend stop bar to the white stripe by the pickup window.
4. The City's minimum radii is 20' [LDC Chapter 12, Section 3 (f)]:
 - a. Modify the radii at the southeast and southwest corners of the building to be a minimum 20'
 - b. Label the drive through lane's proposed radii at the northeast corner of the site
5. Provide lane width on east side of site.
6. Scan Sheet C-2.0 to include Keyed Notes 46 and 51.
7. Label "C" on the southwest corner of the building.
8. Conform Accessible Space dimensioning on Sheet C-4.0 with C-2.0 which meets the City's requirements.
9. Replace details in plan set to conform with City Standard Constructions Details for
 - a. R-9 Standard Curb Construction
 - b. R-11 Pavement Butt Joint
 - c. R-12-R-17 Roadway and Parking Area Design and Construction Notes
 - d. R-18 Technical Specifications for Site Plans and Subdivisions Testing
 - e. R-19 Concrete Pavement Details
 - f. R-22 Silt Fence Turbidity Barrier
 - g. R-25-R-26 Contractor Requirements for Site Clearing, Grading, and Erosion Control and Construction (Mark through nonapplicable items)
 - h. R-27 Temporary Gravel Construction Entrance
 - i. M-3 Sidewalk Construction Requirements
 - j. M-4-M-5 Sidewalk and Bike Path Ramp
 - k. M-7 Private Parking Lot

- I. M-10-M-11 Handicap Accessible Parking Spaces
 - m. M-12 Handicap Sign
10. **Suggestion:** Add "Not Used/Not Applicable on this Project" to all Details not applicable such as "24 Concrete Apron @ Trash Enclosure" on Sheet C-4.2.
11. **Advisory:** If a Temporary Construction Fence is intended to be used, note its location on the plans and M-25 Temporary Construction Fence should be added to the plans. Note that a Temporary Construction Fence requires a separate building permit.

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:** Division of Hotels and Restaurant will need to be notified on the proposed addition.
- 6. **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 PS-1.0: Missing Keynote #2, not shown on plans. Existing sanitary line needs to be plugged and abandoned to the north. Please detail and note accordingly with Keynote #2.
- 2. Sheet PS-1.0: Missing Keynote #3, not shown on plans.
- 3. Sheet PS-1.0: Keynote #4 should read: "Connect proposed 4" PVC Sanitary line to Existing 6" PVC Sewer Main via 6"x4" Wye fitting. Contractor to verify size of existing sanitary line before final connections are made."
- 4. Sheet PS-1.0: Keynote #21 should include a note to "Connect to Existing 6" PVC Sewer Main via a 6"x6" Wye fitting. Contractor to verify size of existing sanitary line before final connections are made."
- 5. Sheet PS-1.0: Existing sanitary line needs to be plugged and abandoned to the East of the Proposed Drop Clean Out. Please detail and note accordingly on the plans.
- 6. Sheet PS-1.0: Please label the existing water meter, backflow device(s) and water service lines to the building. The water service appears to come in at the North building corner/ plaza driveway and enters building under the double drive thru staging lanes

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. Owner authorization needs to be signed by Masonova LLC appears should be Andy or Mike per Sunbiz.
2. Survey certified to city showing all easements of record.
3. Site Improvement Agreement for public improvements in the course of development may be required pursuant to *Ch. 6 Sec. 5(b), LDC*.
4. Storm sewers shall be covered by easement no less than 20 feet centered on centerline of pipe (*Chap. 6, Sec. 4(b)(1), LDC*).
5. **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.

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.