

SDRC MEETING DATE OF JANUARY 9, 2019

2<sup>nd</sup> AMENDMENT TO THE WOODHAVEN PUD MDA AND CDP  
CASE NO. 18-4000003  
OUTSTANDING TECHNICAL COMMENTS AS OF JANUARY 4, 2019

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

**PLANNING & LANDSCAPE DIVISION REVIEW COMMENTS:**

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

1. Third Whereas clause: In the parenthesis revise text to read (restated as the “Woodhaven Planned Unit Development Master Development Agreement”).
2. Section 2, Roadway Buffer: The proposed text requires an 8’ tall opaque fence, whereas the building permit submitted for said fence was for a 6’ tall opaque fence with 2’ of non-opaque trellis above.
3. Section 2, Roadway Buffer: The last sentence should provide more guidance as to when and where shrubs must be installed to provide for proper implementation and tracking of this requirement.
4. Add as Section 3, “Woodhaven MDA, Exhibit C, Sheet 2: The Woodhaven Conceptual Development Plan is attached hereto and incorporated herein as Exhibit “B”, amended to reduce a 150-foot wide section of the buffer/passive area along Pioneer Trail adjacent to the Mixed-Use Pod, between S. Williamson Blvd. and I-95, from 400 feet to 200 feet deep, and subsequently increase the area of the adjacent Mixed-Use Pod. (Renumber the remaining sections accordingly.)

**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. I concur with the Planning Manager’s comments.
2. Re-label MHK as an “Owner” or “Owner/Developer” for accuracy.
3. Review the parcel list as I believe you are missing the following:  
7309-00-00-0120 & 7304-00-00-0110 owned by Pioneer Investments of Port Orange, Inc.
4. Minor formatting issues on City signature page:
  - Period after Mayor’s middle initial
  - Remove underline from Mayor’s name in signature block
5. Recommend minor revision to Paragraph 5 of the Amendment as follows:

**Prior Agreements:** **The Woodhaven Planned Unit Development Master Development Agreement (formerly known as the “Second Amendment and Restatement to the Stanaki Planned Unit Development Master Development and Conceptual Plan”)** recorded in Official Records Book 6939, Page 1453, and the First Amendment to the Woodhaven Planned Unit Development Master Development Agreement, recorded in Official Records Book 7280, Page 1824, shall continue in full force and effect except with respect to those matters specifically amended by this Second Amendment. With respect to those matters specifically amended, this Second Amendment shall govern.

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

1. **Advisory:** On the proposed, revised Conceptual Development Plan, at Residential POD B, correct the street name of “Martin Road” to more accurately reflect the assigned street name, “Woodhaven Village Drive.”

**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.

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

No comments.

**PUBLIC UTILITIES DEPARTMENT REVIEW COMMENTS:** (Nicole Quinby, P.E. Kimley Horn (407) 409-7005/Nicole.quinby@kimley-horn.com; Elizabeth O'Reilly 407-427-1655/elizabeth.oreilly@kimley-horn.com):

No comments.

**PUBLIC WORKS REVIEW COMMENTS:** (Alex Popovic, Engineering Intern (386) 506-5572/apopovic@port-orange.org):

No comments.



# STAFF DEVELOPMENT REVIEW COMMITTEE MEETING MINUTES

**MEETING DATE:** January 9, 2019

**TIME:** 9:00AM-9:05AM

**LOCATION:** CITY HALL COMMUNITY DEVELOPMENT  
2<sup>ND</sup> FLOOR CONFERENCE ROOM  
CITY HALL, 1000 CITY CENTER CIRCLE

**PROJECT:** Second Amendment to the Woodhaven PUD MDA and CDP

**ADDRESS:** South of Spruce Creek, north of Pioneer Trail

**CASE NO.** 18-4000003

ATTENDING CITY STAFF REPRESENTATIVES

Penelope Cruz, Planning Manager

ATTENDING REPRESENTATIVES FOR APPLICANT

N/A

ATTENDING CITIZENS

N/A

**Comments Received From:**

<input checked="" type="checkbox"/>	Planning	<input type="checkbox"/>	Landscaping	<input type="checkbox"/>	Building
<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Public Utilities	<input type="checkbox"/>	Fire
<input checked="" type="checkbox"/>	Right-of-way	<input checked="" type="checkbox"/>	City Attorney	<input type="checkbox"/>	Public Works

**COMMENTS/OTHER DISCUSSION ITEMS:**

- This meeting was cancelled by request of the applicant.