



STAFF DEVELOPMENT REVIEW COMMITTEE MEETING MINUTES

MEETING DATE: April 11, 2018
TIME: 10:10AM-11:10AM
LOCATION: CITY HALL COMMUNITY DEVELOPMENT
2ND FLOOR CONFERENCE ROOM
CITY HALL, 1000 CITY CENTER CIRCLE

PROJECT: Site Plan/Preferred Storage Port Orange
ADDRESS: 5811 Williamson Boulevard
CASE NO. 17-80000013

ATTENDING CITY STAFF REPRESENTATIVES

Tim Burman, Community Development Director
Melanie Schmotzer, Development Review Technician
Gwen Perney, Senior Planner
Larry Roberts, Community Development Engineer
Kenny Ho, Public Utilities Engineer
Shannon Balmer, Assistant City Attorney

ATTENDING REPRESENTATIVES FOR APPLICANT

Kim Buck, P.E., Alann Engineering Group
Cole Buck, Alann Engineering Group

ATTENDING CITIZENS

N/A

Comments Received From:

- | | | |
|---------------------------------------|---|---------------------------------------|
| <input 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 type="checkbox"/> Right-of-way | <input type="checkbox"/> City Attorney | <input type="checkbox"/> Public Works |

Resubmittal Date:

Required resubmittal day: Date to be determined.

Number of Plans to be Resubmitted:

Four (4) sets of the revised Site Plan
One (1) CD of complete submittal

Planning Commission Meeting Date: N/A

City Council Meeting Date: N/A

COMMENTS/OTHER DISCUSSION ITEMS:

- Due to a lack of details submitted with the project submittal, comments were not provided to the Development Team prior to the meeting, and will be outlined in the Resubmittal Letter. Prior to the meeting, Staff spoke with the Project Engineer to make her aware that comments would not be provided prior to the meeting and she agreed to this.