

SDRC MEETING DATE OF JULY 18, 2018

SITE PLAN/ARBY'S RESTAURANT
CASE NO. 18-80000002
OUTSTANDING TECHNICAL COMMENTS AS OF JULY 13, 2018

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

PLANNING & LANDSCAPING DIVISION REVIEW COMMENTS:

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

1. The Trip Generation and Distribution Study (7-11-18) completed by Traffic Planning & Design, Inc. projects impacts to the intersection of Williamson Blvd./Taylor Rd. and segments of Williamson Blvd. (Madeleine Ave to Willow Run Blvd. & Taylor Rd. to Clyde Morris Blvd.) upon completion of the 3,000 square-foot restaurant. Based on the study prepared, the property owner is required to make a fair-share mitigation payment for the PM peak hour trips that will use the segments listed above. Staff is currently working on the Fair-Share Agreement and exhibits and will provide them under a separate cover. It is estimated that the total fair-share payment for this project will be around \$5,425. Prior to issuance of a Development Order for the site plan, the Fair-Share Agreement will need to be approved by City Council (Consent Agenda item) and the fair-share payment made.
2. Revise the Cover Sheet as follows:
 - a. Include in the title of project, "Arby's Restaurant, Case No. 18-80000002" [LDC Ch. 6, Sec. 5].
 - b. Revise the Vicinity/Zoning Map to identify the zoning of the subject property as "Planned Unit Development (PUD)" [LDC, Ch.5, Sec.7(a)(4)(c)].
 - c. Revise "S. Swallow Drive" to "S. Swallow Tail Drive" on the vicinity map [LDC, Ch.5, Sec.7(a)(4)(c)].
3. Sheet C0: In the Site Data Table:
 - a. Revise the acreage to 1.58 to reflect what was recorded and indicated on the CDP with the 15th Amendment to the Countryside PUD.
 - b. Revise required landscape buffer for the East property line to 5' to correspond with the CDP from the 15th Amendment to the Countryside PUD.
 - c. Provide the vehicle stacking calculations for the drive-thru. Six vehicle staking spaces are required for the proposed drive-thru lane with a minimum of 3 spaces behind the order station or menu drive-through. The vehicle stacking spaces must be designed based on a 10'x22' dimension for each required vehicle staking spaces [LDC, Ch. 12, Sec. 7(a) and (c)].
 - d. Provide the bicycle parking requirement (0.10 per required parking space) and the number of spaces provided [LDC, Ch. 12, Sec. 4(b)(6)].
 - e. Revise "S. Swallow Drive" to "S. Swallow Tail Drive".
4. A bike rack to support at least 3 bicycles is required [LDC, Ch. 12, Sec. 4(b)(5)]. Include a detail of the proposed rack [LDC, Ch. 12, Sec. 4(b)(6)]. The bike rack must be located near the entrance of the building and oriented so the bikes will not interfere with pedestrian traffic [LDC, Ch. 12, Sec. 4(c)(2)(a)(10)].

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5. One loading zone space is required for a restaurant. Indicate the location of the 12' x 25' loading zone. 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 [LDC, Ch. 12, Sec. 5(b) and Sec. 6(b)(2)].
6. On all Sheets: Revise "S. Swallow Drive" to "S. Swallow Tail Drive".
7. On all Sheets: Remove the 'Conservation Easement' label from the 50' Dunlawton Avenue landscape buffer to reflect the Easement Vacation that was approved by City Council on September 5, 2017 [Resolution 17-34].
8. Relocate the 8' sidewalk into the right-of-way [CDP, 15th Amendment to the Countryside PUD].
9. The site plan and building elevations did not indicate where the A/C units would be located. Provide the location of the A/C units (ground or rooftops) with the next submittal and verify compliance with the requirements listed below. All service areas and mechanical equipment (ground, wall, or roof), including, but not limited to, 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. [LDC, Ch. 14, Sec. 4(g)].
10. 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 or otherwise consistent with the color(s) of the building [LDC, Ch. 14, Sec. 4(g)].
11. External downspouts were not identified or labeled on the building elevations provided. If external downspouts are proposed, they are to be enclosed within the building structure on the front and side elevations or any other building elevation visible from a public right-of-way. 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 must be painted to match the building exterior on which they are mounted [LDC, Ch. 14, Sec. 4(i)].
12. The design of the dumpster enclosure must be consistent with the building (i.e. materials, colors, etc.). Enclosure must have an opaque gate, such as PVC fencing, to match the style of the building [LDC, Ch. 14, Sec. 4(j)]. According to the LDC, the opaque gate must be decorative and architecturally compatible with the building. The use of chain-link is not permitted by the LDC [LDC, Ch. 14, Sec. 4(h)].
13. Sheet C-2: Add a note stating utilities will be installed underground. The LDC requires electric, cable, and other telecommunications utilities be provided underground to the building [LDC, Ch. 11, Sec. 8].
14. Indicate and label on all sheets the 12-foot drainage and utility easement along all road frontages [LDC Ch. 6, Sec. 4(b)(3)].
15. Include a note on Sheet C-2, Sheet L-2 and Sheet C-8, as part of the fixture detail, that states, "The lighting from the parking lot lights shall not shine directly

- upon any adjacent residence, and shall not produce excessive glare. Glare guards will be installed if needed.” [LDC, Ch. 12, Sec. 6(l)].
16. Clearly label (spell out) all required landscape buffers and building setbacks on all sheets: ‘BSB’ – “Building Setback”, ‘LSB’ – “Landscape Buffer”.
 17. Indicate if a secondary monument sign is proposed. The sign area along S. Swallow Tail Drive may not exceed 12-square-feet and 8-feet in height. A secondary sign along a local road, S. Swallow Tail Drive, is allowed 25% of the primary sign square footage [LDC Ch. 15, Sec. 3(c)]. The sign must be set back a minimum of 5’ from the property line and outside of the required 10-foot sight-distance triangle required along the private access drive and S. Swallow Tail Drive [LDC, Ch. 16, Sec. 6(a)(2)].
 18. Landscaping is required around the base of monument sign(s). The required number or shrubs/groundcover plants is 0.45 multiplied by the square footage of the sign face. The shrubs and/or groundcover plants must be a minimum size of one-gallon container and be spaced 18 inches on center. The landscape bed around the sign must be clearly defined, contain at least a two-inch deep layer of mulch, and create a seamless transition between the sign and ground [LDC, Ch. 15, Sec. 4(a)(4)(d)].
 19. Protective barricades must 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. [Ch. 9, Art. II, Sec. 14 (b), LDC].
 20. Fifteen percent (15%) of the square footage of any development must be designated for the protection of existing trees. On the landscape plan, depict the 15% tree preservation areas and provide the calculation to show it is being met. [LDC, Ch. 9, Sec. 17].
 21. Provide calculations to demonstrate the site meets the required tree coverage of 1 tree per 2,500 square feet of site area. [LDC, Ch. 9, Art. II, Sec 15]
 22. Provide calculations to demonstrate that 50% of the number of existing trees to remain are located within the 15% tree preservation area [LDC, Ch. 9, Art. II, Sec 17].
 23. Provide the calculation showing that the development will meet the specimen tree requirements. The calculation is based on the number of existing specimen trees per acre. Identify and label the specimen tree on the landscape plan and incorporate the specimen trees to be saved into the design. Specimen trees must be protected by tree conservation easements dedicated to the City [LDC, Ch. 9, Sec. 16(b)]. Once the calculations are provided, all tree conservation easements currently identified may not be necessary.

Number of Specimen Trees	Minimum Specimen Tree Protection Requirements
Less than 3 per acre	80 percent of all specimen trees
3.0 to 5.0 per acre	65 percent of all specimen trees
5.1 to 8.0 per acre	50 percent of all specimen trees
8.1 or more per acre	4 specimen trees per acre

24. Label all the tree conservation easements on the landscape plan and site plan. The minimum size of such easement must be one-foot diameter for every one-

- inch diameter at breast height or the dripline of the tree, whichever is greater [LDC, Ch. 9, Art. II, Sec. 16 (b)]. Exclude parking lot area from the tree conservation easement.
25. Provide a table that identifies the number of shrubs, understory trees, and shade trees provided and required by the LDC for all landscape buffers; existing trees and shrubs to remain may be included in the calculation of the buffer requirements:
 - The 50' landscape buffer along Dunlawton Avenue is required to have 8 shade trees, 8 understory trees, and 60 shrubs per 100 lineal feet.
 - The 10' landscape buffer is required to have 2 shade trees, 2 understory trees, and 20 shrubs per 100 lineal feet. [LDC Ch. 13, Sec.3(b)(2)].
 26. 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. Also include the proposed number of foundation plantings to be installed on Sheet L-2 [LDC Ch. 13, Sec(5)(a)(1)(b)].
 27. Provide a table to identify the required foundation plantings around the dumpster enclosure: one shrub per two lineal feet [LDC Ch. 13, Sec. 5(c)].
 28. Provide a diagram indicating the vehicular use area and calculations to verify that the 10% vehicular use area landscaping requirement is met [LDC, Ch. 13, Sec. 4]. The required landscaping is to be located in the vehicular use as interior landscaping. The vehicular use area is measured along the outer edge and includes all parking and loading spaces, access drives, cruise lanes, service areas, landscaped islands at the corners of and within parking areas, and other areas for vehicular use. Access drives located within required buffer yards shall not be included in the base area.
 29. **Advisory:** Approval of irrigation system by Volusia County (Environmental Health, Health Dept.) must 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):

1. Sheet C7: Detail M-12: Increase font for \$100 Penalty signage to 11 minimum.
2. Sheet C6: Dumpster Enclosure is too narrow; minimum clear opening shall be 11'-0".
3. Modify all site plan sheets to concrete sidewalks in rights-of-way and easements.
4. All driveway aprons to be 6-inch thick concrete per Council Resolution 09-9; City of Port Orange Standard Construction Detail M-6.
5. 28 CFR Part 36 applies to this project. Restaurants are covered by 28CFR Part 36.104 Places of Public Accommodation ii(B)(2). Replace all portions of existing on-site sidewalks which exceed 2 percent cross-slope. [28CFR Part 36.403(c)(2)(e)] [Path of travel. (1) A "path of travel" includes a continuous, unobstructed way of pedestrian passage by means of which the altered area may be approached, entered, and exited, and which connects the altered area with an

- exterior approach (including sidewalks, streets, and parking areas), an entrance to the facility, and other parts of the facility.]
6. **Advisory:** Per City of Port Orange Land Development Code Chapter 13, Section 8, Landscape As-Builts required.
 7. **Advisory:** Per City of Port Orange Land Development Code Chapter 3, Article I, Section 6, Engineering As-Builts based on As-Built Survey required.
 8. **Advisory:** Replace Special Emphasis Bars with 12-inch parallel thermoplastic cross-walk striping project-wide.
 9. **Advisory:** Detectable warnings are not required on Butterfly Blvd.

BUILDING DIVISION REVIEW COMMENTS: (Robert Harrell, Building Inspector/Plans Examiner (386) 506-5621/rharrell@port-orange.org; Allan Tischler, Building Inspector/Plans Review (386) 506-5627/atischler@port-orange.org):

1. Comments below are applicable to the civil drawings provided to the building division unless noted otherwise.
2. Separate permit applications are required for: demolition, new building, dumpster enclosure, light poles, and signs. Contact the building division if there are any questions or concerns about permit requirements for work specifically mentioned.
3. SDRC review does not include buildings, accessory structures, signs, light poles, etc. Unless otherwise noted in this report.
4. **Advisory:** Review for applicable code requirements for proposed building will be performed at the time of permit submittal.
5. **Advisory:** Permits for wells and irrigation systems must be obtained from Volusia County.

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. Unity of title may be needed for the 2 parcels.
2. Provide a copy of the maintenance easement recorded in 2621 – 740, PRVC for CAO review.
3. Easements required per the LDC, CH. 6, Sec. 4(b):
Easements and miscellaneous dedications. The following minimum number and size of easements or other dedications shall be reflected on the plan drawing, and shall be conveyed to the city prior to issuance of final approval or certificate of occupancy. Larger easements may be specifically required based on the size, depth, or special maintenance requirements of a facility.
 - (1) *Drainage facilities.* A drainage easement shall be granted to the city where a proposed development is traversed by any existing or proposed public watercourse, canal, ditch, storm sewer, or other drainageway that serves an areawide drainage function. Minimum size shall be as follows:
 - (a) Lake or retention areas shall be covered by an easement extending to ten feet beyond the top of bank.
 - (b) Canals of over 25 feet in width at the top of bank, or over four feet in depth shall be covered by an easement extending to ten feet beyond the top

- of bank on one side, and 20 feet beyond the top of bank on the other side.
- (c) Ditches smaller than described in (b) [subsection (b)(1)(b)] above shall be covered by an easement extending to ten feet beyond the top of bank on both sides.
 - (d) Swales or any other facility up to 2½ feet deep and with side slopes no greater than 4:1 shall be covered by an easement extending to the top of bank.
 - (e) Storm sewers shall be covered by an easement of no less than 20 feet, centered on the centerline of the pipe.
 - (2) *Utilities.* A utility easement shall be granted to the city wherever a proposed publicly owned and maintained utility line or other facility is planned or located on or adjacent to any property not otherwise dedicated to or owned by the city. Minimum size shall be as follows:
 - (a) Potable water, sanitary sewer, and reclaimed water lines shall be covered by an easement of no less than 20 feet, centered on the centerline of the pipe.
 - (b) Sewer lift stations shall be located in a minimum 30-foot by 30-foot square area located adjacent to a dedicated public road. The city shall be granted an exclusive easement for the purpose of installation and maintenance of the lift station and related appurtenances.
 - (3) *Conservation easements.* Conservation easements shall be granted to the city or other appropriate governmental agency as follows:
 - (a) Over all required tree preservation areas, that are outside of required landscaped buffers.
 - (b) Around all individual specimen trees required to be preserved. The size of the easement shall be based on the criteria of article II, chapter 9.
 - (c) Over all wetlands, wetland buffers, and wetland mitigation areas, as required by article I, chapter 9.
 - (4) *Standard lot easements.* A 12-foot drainage and utility easement shall be located **along the fronts of all lots adjacent to any street**. Said easement may be bisected by driveways to service the property, as approved through the issuance of a site construction permit. (**emphasis added**)
- 4. Site Improvement Agreement may be required for any improvements to be constructed on public property, or within a public right-of-way or easement, per Ch. 6, Sec. 5(b).
 - 5. Identify the MDA and amendments applicable to the subject property.
 - 6. **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 10.5 or larger. (E-Mail copy or other duplication of the legal description will not be accepted).]

PUBLIC UTILITIES DEPARTMENT REVIEW COMMENTS: (Kenny Ho, Engineer (386) 506-5754/kho@port-orange.org; Lynn Carter, Engineering Intern (386) 506-5756/lcarter@port-orange.org):

General Utilities:

1. Note all existing and proposed utilities (size, depth and type) on or adjacent to the development. [LDC Ch 11 Sec 3(a)]
2. For design crossings of potable water mains, gravity sanitary sewers, force or storm sewers, have a minimum separation of 18" or have a concrete encasing per City Detail S-18.
3. Keep a minimum separation of 10' between all underground city utilities and proposed trees.
4. It appears from sheet L-2 that the proposed water service conflicts with an existing tree. Reroute the water service as needed.

Hydraulic Calculations

5. Provide hydraulic calculation for the potable water demand on site to correctly size the water meter.
6. For development of this character, Table 11-1 of the Land Development Code requires a minimum design fire flow of 1,200 gpm while maintaining a residual pressure of 20 psi. Have a fire hydrant flow test done to show compliance.

Potable Water:

7. A new fire hydrant is required to be built on site due to all adjacent fire hydrants being located across commercial streets. [LDC Ch 11, Sec 3(c)(4)]
8. Using the existing 1" water meter and 2" backflow preventer as depicted is not acceptable. Use the same size meter and backflow once the building demand is calculated.

Sanitary Sewer:

9. Grease interceptors should be sized according to the FAC 64-E-6. Submit calculations supporting sizing in accordance with this reference and depict the interceptor on the plans. Installation of an inspection manhole is required immediately downstream from the grease interceptor discharge. See <http://.fac.dos.state.fl.us/> for more information on interceptors. [LDC Ch 11, Sec 4(a)(2)]

Reclaimed Water:

10. The existing well note on sheet C1 conflicts with the irrigation plan (L-4) notes. Clarify how this site will be irrigated.
11. On sheet C1 and C3, callout that the existing 1.5" irrigation meter is to be removed and abandoned and that the 1" water meter is to remain.

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. Replace MES at ends of pipe with inlets and lower pipe under proposed driveway on S. Swallowtail Drive to reduce driveway slope.
2. Extend and center swale south of the proposed driveway on S. Swallowtail Drive with 12' and 11' contour and extend and center swale north of same with 11' contour.

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FIRE DEPARTMENT REVIEW COMMENTS: (Beau Gardner, Fire Marshal (386) 506-5905/bgardner@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: July 18, 2018
TIME: 11:35AM-11:55AM
LOCATION: CITY HALL COMMUNITY DEVELOPMENT
2ND FLOOR CONFERENCE ROOM
CITY HALL, 1000 CITY CENTER CIRCLE

PROJECT: Site Plan/Arby's Restaurant
ADDRESS: 1058 Dunlawton Avenue
CASE NO. 18-80000002

ATTENDING CITY STAFF REPRESENTATIVES

Penelope Cruz, Interim Planning Manager
Melanie Schmotzer, Development Review Technician
Briana Conlan-King, Senior Planner
Larry Roberts, Community Development Engineer
Lynn Carter, Public Utilities Intern
Alex Popovic, Public Works Engineering Intern
Shannon Balmer, Assistant City Attorney

ATTENDING REPRESENTATIVES FOR APPLICANT

Cris Kleibl, Z Development Services

ATTENDING CITIZENS

N/A

Comments Received From:

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

Resubmittal Date:

Required resubmittal day: September 20, 2018

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:

- See attached SDRC letter outlining the staff comments discussed at the meeting or refer to the audio recording of the meeting for more detailed information on the discussion item.