

SDRC MEETING DATE OF AUGUST 15, 2018

SITE PLAN/TAKARA JAPANESE HIBACHI & SUSHI RESTAURANT
CASE NO. 18-80000005
OUTSTANDING TECHNICAL COMMENTS AS OF AUGUST 10, 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 site plan and building elevations did not indicate where the A/C units would be located. Provide the location (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)]. If the equipment will be located on the roof, provide a note on the architectural plans that states, "All rooftop equipment must be fully screened with architectural features to provide opaque screening [LDC, Ch. 14, Sec. 4(g)]."
2. 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)].
3. Provide a label (call out box #13) and a detail with materials and colors for the external downspouts on the building elevations provided. **Advisory:** If external downspouts are proposed they must be decorative and include ornamental brackets and accessories consistent with the attached building architecture [Pavilion at Port Orange MDA, Sec. 4(i)].
4. Provide architectural elevations and details for the northern 6-foot masonry wall, that is architecturally consistent with the building [LDC, Ch. 14, Sec. 4(g)].
5. Provide 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)(1)]. Based on the 121' of exterior building perimeter along the southern elevation, provide 4 understory trees. If at the time of planting, the Golden Bamboo is one and one-half inch caliper in diameter and eight-feet tall, then it may be counted as an understory tree.
6. 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 along the east, west and south elevations [LDC Ch. 13, Sec(5)(a)(1)(b)].

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. Provide Letter Modification of Pavilion St Johns Water Management Permit.

2. Provide a temporary construction fence with fabric and gate plan to screen construction and laydown activity from shoppers' view.
3. Add Standard Construction Detail M-25 to the plans.
4. Show open cut of pavement and trench repair detail for sanitary sewer lateral.

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

1. Following comments are applicable to civil drawings provided to Building Division unless otherwise noted.
2. Sheet 1: Printed name and license number of engineer responsible for signing and sealing the drawings is not on drawings as required per Rule 61G15-23.001 of Florida Administrative Code. (NOTE: Comment is applicable to all drawings signed and sealed by engineer but do not have name and license number of engineer printed on such drawings.)
3. Sheet 2: Survey does not have sheet number on it that is consistent with the index of drawings.
4. Sheet 2: Survey provided to Building Division is not signed and sealed. Verify that the copy provided for public record has appropriate signature and seal of surveyor as required per 5J-17.053(6) of Florida Administrative Code.
5. Sheet 4: Site plan indicates that there will be only two (2) parking spaces provided near building for individuals with disabilities. Parking calculations on cover sheet indicate that a minimum of 101 parking spaces are required for proposed restaurant. As such, a minimum of five (5) accessible parking spaces are required in accordance to section 208.2 of FBCA. (NOTE: Comments are applicable to other drawings that show insufficient parking for individuals with disabilities.)
6. Sheet 5: Drawing does not show that exits, other than at main entry, will be connected to accessible routes for individuals with disabilities in accordance to section 207 of FBCA.
7. Sheet 5: Drawing indicates that there will be (4) 1250-gallon grease interceptors installed for restaurant. No information is provided to show capacity required for the interceptors in accordance to 64E-6 of Florida Administrative Code.
8. Sheet 5: Detail provided on sheet 14 for grease interceptors indicates vent(s) will be installed for these components. No vent piping is indicated on Sheet 5.
9. Sheet 14: Detail for grease interceptor does not show compliance with the requirements in 64E-6 of Florida Administrative Code. This includes but is not necessarily limited to: minimum liquid level; differences in elevations for inlet invert and outlet invert; inlet and outlet piping (including tees); and, maximum clearance from outlet piping to bottom of tank.
10. Architectural drawings do not have sheet labels (numbers) that are consistent with the index of drawings on Cover Sheet prepared by Parker Mynchenberg.
11. Architectural drawings provided to Building Division for this review are not signed and sealed. Verify that drawings for public record are signed and sealed in accordance to 61G1-16.003 of FAC.
12. **Advisory:** Separate permit applications are required for the following: new building and signs. Contractors shall be responsible for submitting appropriate

drawings and other required information for permit review. Contact the Building Division if there are questions or concerns about permit requirements for work not specifically mentioned herein.

13. **Advisory:** Comments from Building Division do not include reviews for buildings, accessory structures, signs, light poles, etc. unless otherwise noted in this report.
14. **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. Ownership in public record in conflict with application. Please revise.
2. Show any *proposed* easements as well as ALL existing easements on all applicable sheets (UE not shown on sheet 6).
3. **Advisory:** There can be no obstruction to the existing easements of record.
4. **Advisory:** The easements conveyed to the city require sketch and legal descriptions by a licensed surveyor, preferably provided to the city staff **no later than (60) days** prior 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. Add a note to the General Notes stating, "All construction shall be in conformance with the City Standard Construction Details, Latest Version, unless otherwise specifically approved." [LDC Ch 11 Sec 2 (b)]
2. Note all existing and proposed utilities (size, depth and type) on or adjacent to the development. [LDC Ch 11 Sec 3(a)]
3. For design crossings of potable water mains, gravity sanitary sewers, force mains, reclaimed water mains, or storm sewers, clearly indicate which utilities are located over or under other utilities. This is also a requirement of the as-built drawings. [LDC Ch 5 Sec 8 (2)(a)]
4. Show on the plans the nearest fire hydrant and its distance to the proposed building.
5. Relocated all proposed trees and landscaping at least 10' away from the proposed utilities. Specifically, the landscaping on and around the proposed grease interceptors.

Hydraulic Calculations

6. Provide hydraulic network calculations for all potable water mains, reclaimed water mains, and sanitary sewer collection systems, and sewage pumping stations. Calculations must justify sizes for proposed lines, pumps, and

operating conditions, and must be signed and sealed by a registered professional engineer. Calculations shall substantiate that existing water, reclaimed, and sewer force mains are adequately sized. [LDC Ch11 Sec 3(6)]

7. Show on the site plan the proposed building square footage so that the minimum fire requirements may be determined. Also, a fire hydrant flow test is required to show these minimum flows will be met.

Potable Water:

8. State the sheet number that the water detail is on after the call out.
9. Both the proposed water meter and proposed RPZ need to be the same size, modify as needed.
10. Use a compact DDCV design to reduce the proposed meter area footprint.
11. Any "U-turns" are not acceptable on the proposed fire service run, please modify the plans accordingly.

Sanitary Sewer:

12. 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:

13. Show the proposed reclaimed water service on the plan to avoid and potential conflicts.

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.

SDRC MEETING DATE OF AUGUST 15, 2018

SITE PLAN/OAK STREET WAREHOUSE
CASE NO. 18-8000006
OUTSTANDING TECHNICAL COMMENTS AS OF AUGUST 10, 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: (Gwen Perney, Planner (386) 506-5673/gperney@port-orange.org):

1. Add the open space & total impervious tabulation to the land use tabulation table. A minimum 20% open space is required in the CI (Commercial Industrial) zoning district [LDC, Ch. 17, Sec. 27].
2. Add the proposed (18'-22") and maximum building height (45') to the setback table [LDC, Ch. 17, Sec. 27].
3. There are 4 specimen trees located on the property. A minimum of 2 specimen trees must be preserved on site [LDC, Ch. 9, Sec. 16]. If this requirement cannot be met, the developer will be required to apply for an administrative variance and will be required to contribute to the City's tree mitigation bank.
4. Add the calculation for the requirement to provide 1 tree per 2,500 square foot of lot area to the Landscape plan [LDC, Ch. 9, Sec. 15(a)].
5. Add the buffer calculations to the Landscape plan with tabulations of number of trees and shrubs provided on the plan. Show required plants within the buffers. Existing trees and shrubs within the buffers can count toward the minimum required number if they are shown on the plan [LDC, Ch. 13, Sec. 2(b)(11)].
 - Oak St. right-of-way = 10 feet: 2 shade trees, 2 understory trees, 20 shrubs per 100 linear feet
 - East & north property line perimeter buffer = 5 feet: 2 shade trees, 2 understory trees, 20 shrubs per 100 linear feet.
6. The proposed crape myrtle and holly trees must be a minimum 8 feet in height at the time of planting. Please add minimum required height to the plant list. Advisory: understory trees only need to be 1.5" caliper at the time of planting. 2.5" is indicated in the table [LDC, Ch. 13, Sec. 6(b)(2)].
7. Add the calculation for the 10% interior vehicular use landscaping on the Landscape plan [LDC, Ch. 13, Sec. 4(a)].
8. Add a note to the building elevations wall mounted equipment must be painted to match the building [LDC, Ch. 14, Sec. 4(g)].
9. Downspouts visible from Oak St. right-of-way must 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)].
10. Add a note to the elevations for proposed exterior paint colors and provide a sample of wall and roof colors [LDC, Ch. 6, Sec. 5(a)(3)].

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 3 – Add Silt Fence detail.
2. Sheet 3 – Add note to install proposed cross drain and MES before construction of construction entrance riprap along Oak Street.
3. Add Handicap Parking Details.
4. Sheet 4 – It appears that runoff from the east half of the building will flow off-site into a low area adjacent to the subject site. Please provide further clarification. Stormwater calculations show this runoff going to pond.
5. Sheet 4 – Provide further details on Section A-A to show tie into existing grades at the north edge of the property. It appears there will be encroachment into the existing ditch. If necessary, add note to require ditch to be regraded to maintain existing flows.
6. Sheet 4 – It is recommended to add riprap at the discharge of the control structure to reduce erosion in the existing ditch.
7. Sheet 10 – Roadway Intersection detail with Vally Gutter can be deleted – Not applicable.

Stromwater Report Review

8. Page 4 – Advisory – the receiving water body is the Halifax River not the Tomoka River. As such the OFW 50% added TV is not required.
9. Page 4 – It is stated that tailwater is not an issue. The applicant is hereby made aware that Virginia Avenue floods frequently with witnessed elevations reaching 6 feet NAVD after heavy downpours in the ditch on the north side of the property. Recovery of the treatment volume with the orifice at 5.8 feet will not be possible with this condition. Revise calculations to raise the orifice elevation.

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

1. Following comments are applicable to civil drawings provided to Building Division unless otherwise noted.
2. Sheet 1: Printed name and license number of engineer responsible for signing and sealing the drawings is not on drawings as required per Rule 61G15-23.001 of Florida Administrative Code. (NOTE: Comment is applicable to all drawings signed and sealed by engineer but do not have name and license number of engineer printed on such drawings.)
3. Sheet 2: Survey does not have sheet number on it that is consistent with the index of drawings.
4. Architectural drawings do not have sheet labels (numbers) that are consistent with the index of drawings on Cover Sheet prepared by Parker Mynchenberg.
5. Architectural drawings provided to Building Division for this review are not signed and sealed. Verify that drawings for public record are signed and sealed in accordance to 61G1-16.003 of FAC.
6. **Advisory:** Separate permit applications are required for the following: new building and signs. Contractors shall be responsible for submitting appropriate drawings and other required information for permit review. Contact the Building

Division if there are questions or concerns about permit requirements for work not specifically mentioned herein.

7. **Advisory:** Comments from Building Division do not include reviews for buildings, accessory structures, signs, light poles, etc. unless otherwise noted in this report. (NOTE: Proposed building has been submitted for permit review.)
8. **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. Show the 12-foot standard lot easement along the front of all lots adjacent to any street. [*Chap 6. Sec. 4(b)(4), LDC*]
2. Conservation easements may be required for trees. [*Chap 6. Sec. 4(b)(3), LDC*]
3. Drainage Easements over stormwater pipes and retention pond required. [*Chap 6. Sec. 4(b)(1), LDC*]
4. Any off-site work may require a Site Improvement Agreement. [*Chap 6. Sec. 5(b), LDC*]
5. **Advisory:** The easements conveyed to the city require sketch and legal descriptions by a licensed surveyor, preferably provided to the city staff **no later than (60) days** prior 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. Add a note to the General Notes stating, "All construction shall be in conformance with the City Standard Construction Details, Latest Version, unless otherwise specifically approved." [LDC Ch 11 Sec 2 (b)]
2. Where existing grades are shown to be increased by fill in areas of existing utilities, 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.
3. Relocated all proposed trees and landscaping at least 10' away from the proposed utilities.

Hydraulic Calculations

4. Provide a water demand calculation showing that the proposed water meter size shall meet the water demand for the proposed building.
5. Show on the site plan the proposed building square footage so that the minimum fire requirements may be determined. Also, a fire hydrant flow test is required to show these minimum flows will be met.

SITE PLAN/OAK STREET WAREHOUSE

CASE NO. 18-80000006

Page 4 of 4

Potable Water:

6. Call out the blow-up detail of the proposed water service on sheet 5.
7. Both the proposed water meter and proposed RPZ need to be the same size, modify as needed.
8. An on-site fire hydrant is required for this development per LDC Chapter 11 (3) (C) (4).

Reclaimed Water:

9. Clearly depict on the landscape plan the location of all existing and proposed utility mains so that potential conflicts with existing and proposed utilities can be evaluated. [LDC Ch 8 Sec 4 (b)(4)]

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. Install a swale along the east property boundary from the northeast property corner to the area between the two easterly buildings (approximately). The swale is needed to prevent standing water between the easterly developed property and proposed development. Approximate top of swale is suggested at elevation 7' and lowest invert at 6.4'.
2. Sheet 4: Indicate the extent of the proposed retaining wall. It appears the wall will be needed along most of the parking area (please see note 4 below).
3. Sheet 5: Add contour 8.5' at the southeast and southwest property corners to indicate backfill slope between the site and driveway improvements.
4. Sheet 12: Based on the scaled distance of 2' between the proposed parking area's edge of pavement and westerly property line, a maximum vertical elevation difference is 6" at a slope of 4:1. Revise the note for Section "B-B" to 6" vertical dropoff limit instead of 8". Also, consider showing the 2' distance between the edge of pavement and property line and/or the thickness of the retaining wall.
5. **Advisory:** Show the proposed elevation of the 4'X20' concrete pad (for roll off toters).

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 provided.



STAFF DEVELOPMENT REVIEW COMMITTEE MEETING MINUTES

MEETING DATE: August 15, 2018
TIME: 10:00AM-10:25AM
LOCATION: CITY HALL COMMUNITY DEVELOPMENT
2ND FLOOR CONFERENCE ROOM
CITY HALL, 1000 CITY CENTER CIRCLE

PROJECT: Site Plan/Takara Hibachi & Sushi Restaurant
ADDRESS: 5545 S. Williamson Blvd.
CASE NO. 18-80000005

ATTENDING CITY STAFF REPRESENTATIVES

Penelope Cruz, 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

Steve Buswell, P.E., Parker Mynchenberg & Associates, Inc.

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 type="checkbox"/> Public Works |

Resubmittal Date:

Required resubmittal day: October 18, 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.



STAFF DEVELOPMENT REVIEW COMMITTEE MEETING MINUTES

MEETING DATE: August 15, 2018
TIME: 11:00AM-11:25AM
LOCATION: CITY HALL COMMUNITY DEVELOPMENT
2ND FLOOR CONFERENCE ROOM
CITY HALL, 1000 CITY CENTER CIRCLE

PROJECT: Site Plan/Oak Street Warehouse
ADDRESS: 419 Oak Street
CASE NO. 18-80000006

ATTENDING CITY STAFF REPRESENTATIVES

Penelope Cruz, Planning Manager
Melanie Schmotzer, Development Review Technician
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

Dick Cowart, Owner
Steve Buswell, P.E., Parker Mynchenberg & Associates, Inc.

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 |

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Planning Commission Meeting Date: N/A

City Council Meeting Date: N/A

COMMENTS/OTHER DISCUSSION ITEMS:

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