

1 **MINUTES OF THE CITY OF ORANGE CITY TECHNICAL REVIEW COMMITTEE**, held on  
2 Tuesday May 15, 2018 at 9:00 a.m. in the Development Services Conference Room, 205 E. Graves Avenue,  
3 Orange City, Florida.

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5 **1. Call to Order/Roll Call**

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7 Development Services Director Becky Mendez called the meeting to order at 9:02 a.m., and roll call  
8 was taken.

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10 **PRESENT:** TRC Staff: Glenn Pereno, Chief Building Official; Becky Mendez, Development  
11 Services Director; Joe Ruiz, Senior Planner; Sgt. Greg Lariscy, OCPD; Carol McFarlane, City  
12 Planner; Michael Watson, Public Works Construction Manager; Robert Scott, Fire Marshal; Mikal  
13 Hale, Engineering Consultant

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15 **2. APPROVAL OF MINUTES**

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17 Sgt. Lariscy made a motion to approve the minutes from May 1, 2018. Mr. Pereno seconded the  
18 motion. Motion passed.

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20 **3. NEW BUSINESS**

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22 **A. Professional Sunshine Roofing Site Plan Application (SITE-2-17-1304)**

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24 **PRESENT:** Luis Mederos, Sun State Custom Builders; Wes Crowley, Sun State Custom Builders;  
25 Matt Lahti, Gulfstream

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27 Mr. Ruiz gave a brief explanation of the project. City Staff and the applicant discussed the comments  
28 made by the TRC and the Engineer. The following items were discussed in greater detail:

- 29  
30 1. The Applicant addressed to staff that the proposed storage building will be partitioned off for  
31 storage of different roofing materials, but in fact will be completely occupied by Professional  
32 Sunshine Roofing. There are 15 office employees, with the office space occupied at 3,520 square  
33 feet. Staff noted that any future contemplated tenancies may require additional parking  
34 dependent on the use.
- 35 2. The Applicant intends to provide additional site lighting and a site lighting/photometric plan will  
36 be included in the resubmittal. Staff advised that the maximum foot candle allowed at the  
37 property line is 0.5 fc.
- 38 3. The Applicant noted that based on the code requirements and comments, they will be providing  
39 paving improvements throughout the site. They will provide striping, circulation, and an auto-  
40 turn plan for the truck turnarounds.
- 41 4. Staff addressed the parking requirements to the applicant, and noted the required amount of  
42 parking will change due to the amount of employees stated in the meeting that did not match the  
43 eight noted on the plans.
- 44 5. Staff addressed the architectural questions asked by the applicant regarding Development  
45 Services Comment 18. Staff stated that in the pre-application meeting with Santos, design  
46 guidelines as well as the possibility of waivers were discussed. It was also staff's understanding  
47 that the applicant would be providing dense landscape in the buffers to attempt to screen the new

metal building, which the plans did not reflect. Staff advised that Section 10.4.7.C provides guidelines for metal buildings in industrial zoning districts.

- 6. The Fire Marshal requested the applicant provide a list of material to be stored in the warehouse for fire safety purposes.
- 7. The applicant followed up on the City Engineer’s comment 3 regarding the Needed Fire Flow. Staff stated it is being addressed and once repaired the applicant would be informed. Informational Comments: Staff emailed the applicant on 5/16/18 informing that the repairs are made and the hydrant flow rates have been improved, which will allow the applicant to proceed.
- 8. The applicant raised a question about the title search comment 8. The City Engineer stated that this the best practice for verifying any encroachment/easements on the property, which may alter development.
- 9. The applicant referenced comment 12 about the existing gates and clarified that the fence will remain. Staff noted that windscreen improvements will be required if the fence is to remain.
- 10. The applicant requested clarification of comment 19 regarding provision of a sidewalk along the front of the property. Staff informed the applicant that a sidewalk could either be provided or in lieu of be paid for in the sidewalk bank. Staff will provide the applicant with the calculation information.

MOTION: Staff recommended that the TRC vote to continue the above-referenced site plan application to allow time for the applicant to revise the construction drawings to address staff comments.

Sgt. Lariscy made a motion to continue the above-referenced site plan application until the requested revisions have been made. Mr. Pereno seconded the motion. Motion passed.

**4. COMMENTS/DISCUSSION**

**5. ADJOURNMENT**

Sgt. Lariscy made a motion to adjourn the meeting. Mr. Pereno seconded the motion. With there being no further business, Development Services Director, Becky Mendez adjourned the meeting at 9:46 a.m.

**RESPECTFULLY SUBMITTED:**

**APPROVED ON**

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Becky Mendez, Development Services Director  
Development Services