

1 **MINUTES OF THE CITY OF ORANGE CITY TECHNICAL REVIEW COMMITTEE**, held on
2 Tuesday July 3, 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 9:00 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; Sgt. Greg Lariscy, OCPD; Carol McFarlane, City Planner; Joe Ruiz, Senior
12 Planner; Michael Watson, Public Works Construction Manager; Mikal Hale, Engineering Consultant

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14 **2. APPROVAL OF MINUTES**

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16 Sgt. Lariscy made a motion to approve the minutes from June 19, 2018. Mr. Pereno seconded the
17 motion. Motion passed.

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19 **3. NEW BUSINESS**

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21 **A. Politis & Matovina Phase 2 Site Plan Application (SITE-5-18-1331)**

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23 **PRESENT:** Neil Macginnis, DJPE

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

- 27
28 1. The applicant addressed Development Services Comment 1 regarding parking and gave history
29 on the original building. He explained that this site was originally a 2-bedroom home with a
30 detached locksmith's garage he used for his business. It was stated that the expansion building
31 will be produce a minimal amount of incoming traffic, as this will be used for expansion of
32 office space for existing employees. Staff requested the applicant provide waiver justification at
33 time of resubmittal.
- 34 2. Staff would look into possible Volusia County impact fees and or eligible credits. The use is
35 being expanded and will require City Impact Fees.
- 36 3. The applicant shall update the one tree that was not noted on the total number of the oaks to
37 remain.
- 38 4. The applicant will assure that the expansion building will not be taller than the existing office
39 building and will submit waiver justification for the peaked roof requirement.
- 40 5. Regarding the photometric plan comment, the applicant explained that the new light pole will
41 have a light cutoff shield to meet the 0.5 foot-candle requirement at the property line.
- 42 6. A copy of the FDOT Driveway Permit will be provided to staff from the Phase 1 Improvements
43 as requested by the City Engineer. It is believed that the Driveway for Phase 1 was designed to
44 address a future Phase 2.
- 45 7. The applicant will schedule with the Fire Department on whether a test and report is needed for
46 the Needed Fire Flow (NFF) requirement to the site.
- 47 8. It was inquired whether a building permit could be submitted for concurrent review with site
48 plan. Staff stated this is possible at the applicant's own risk.

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2 MOTION: Staff recommended that the TRC vote to approve the application with the following
3 conditions:

- 4
5 1. Revise the final site plan dated August 9, 2017, to comply with TRC comments as discussed.
6 2. The applicant shall submit waiver justification for review and approval from the Technical
7 Review Committee for waivers from Section 8.7.7.E – *Minimum off-street parking spaces*, and
8 Section 10.4.8 – *Roof Design and materials*.

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10 Sgt. Lariscy made a motion to approve the above-referenced application with the mentioned
11 conditions. Mr. Pereno seconded the motion. Motion passed.

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13 **B. Florida Hospital Bed Tower Addition Site Plan (SITE-5-18-1334)**

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15 **PRESENT:** Stephanie Shealey, S&MC; Chris Grammier, S&ME; Olivia Berryhill, S&ME; Zach
16 Kasky, RLF; Ivan Maranan, S&ME

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18 Ms. McFarlane gave a brief explanation of the project. City Staff and the applicant discussed the
19 comments made by the TRC and the Engineer. The following items were discussed in more detail:

- 20
21 1. Given the extent of the comments, public hearings would be scheduled after all of the discussed
22 items were submitted and found to be complete. No development order can be issued until the
23 City Council approves the site plan.
24 2. City staff clarified that the project team should be present at both the Planning Commission and
25 City Council meetings.
26 3. There was discussion on whether a LOMR or CLOMR should be sought by the applicant. The
27 city engineer explained the process involved and strongly recommended that the applicant
28 submit a Condition Letter of Map Revision (CLOMR) to FEMA for review and comment prior
29 to issuance of a site plan development order.
30 4. All documents requesting a CLMOR-F that will be submitted to FEMA must be submitted to the
31 City's Designated Floodplain Manager, Becky Mendez, in the Development Services
32 Department.
33 5. An ingress/egress plan or life safety plan must be included in the revised site plan.
34 6. City staff clarified that it is now time for the hospital to connect to the City's reclaimed water
35 line, which is at the intersection of Harley Strickland Boulevard and Veterans Memorial
36 Parkway.
37 7. The notes on the site plan should clarify that the contractor will be responsible for Maintenance
38 of Traffic (MOT) during construction and communicating the MOT with city staff. The
39 applicant clarified that during construction, the main entrance of the hospital will be restricted to
40 employees, and the rear entrance of the building will be used for customers and patients.
41 8. City staff indicated that the city is open to considering one larger project for pedestrian sidewalks
42 instead of several smaller sidewalk projects to satisfy the Comprehensive Plan's mobility
43 requirements.
44 9. City staff informed the applicant that the Parc Hill development to the north had been in
45 communication with the Florida Hospital team working on the community garden to partner on a
46 plan for sidewalks connecting the two projects.
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MOTION: Staff recommended that the TRC vote to forward the application to the Planning Commission with a recommendation for approval with the following conditions:

1. Revise the site plan to address staff comments as discussed.
2. A waiver to section 7.3.2.A.8 of the LDC requiring a boundary survey would be approved, on the condition that the development order state the following: “the City is not and will not be responsible for any issues or problems that may arise due to the applicant’s lack of obtaining sufficient information on existing encumbrances affecting the property.”
3. The applicant must revise the Traffic Impact Study (TIS) to address comments from TEDS, Inc. dated June 14, 2018, and to provide proportionate-share calculations to mitigate project impacts.
4. The site plan development order shall be contingent on SJRWMD approval of CLOMR-F.

Sgt. Lariscy made a motion to forward the above-referenced application to the Planning Commission with the recommendation to approve with the above-mentioned conditions. 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 10:24 a.m.

RESPECTFULLY SUBMITTED:

APPROVED ON

Becky Mendez, Development Services Director
Development Services
