



Technical Review Committee Agenda

**CITY OF DELAND
THURSDAY MARCH 21, 2024 AT 1:30 P.M.
CITY OF DELAND TRC MEETING ROOM
DELAND, FLORIDA**

A. CALL TO ORDER

B. ROLL CALL

C. OLD BUSINESS

1. Review of February 15, 2024 TRC Meeting Minutes
2. **Applicant Name:** Zakia Elamine – Faith Construction of Central FL
Project Name: SP23-269 – Class II Site Plan for Florida Ave Apts
Project Location 0.532 acres located at 216 S Florida Ave
Description: 7 Townhomes

D. NEW BUSINESS

1. **Applicant Name:** Mimeca Construction Group LLC
Project Name: FSB24-025 – Final Plat for Plum Tree Townhomes
Project Location 1.36 acres located at 613 W Indiana Ave
Description: 15 townhome lots
2. **Applicant Name:** Garrett George – CESO, Inc
Project Name: FSB24-027 – Final Plat for Delaney Reserve
Project Location 14.72 acres located at 610 N Spring Garden Ave
Description: 90 townhome lots (formerly Spring Garden Townhomes)
3. **Applicant Name:** Ricardo Calvo – Nice Daytona LLC
Project Name: MS24-028 – Minor Subdivision for 302 W Howry Ave
Project Location 0.77 acres located at 302 W Howry Ave
Description: 2 lots
4. **Applicant Name:** Mark Watts – Cobb Cole
Project Name: SE24-031 – Special Exception for Enterprise Car Rental
Project Location 1.467 acres located at S Amelia and Howry Ave
Description: Allow Car Rental in C-2 zoning

5. **Applicant Name:** Mark Watts – Cobb Cole
Project Name: CP24-035 – Concept Plan for New York Ave Apts
Project Location: 1.63 acres located at 225 W New York Ave
Description: 84 unit apartment building
6. **Applicant Name:** Scott Thacker – Stetson University
Project Name: SP24-037 – Class IV Site Plan for Residential Hall
Project Location: 3.17 acres located at 215 E Bert Fish Dr
Description: 300 bed residential building with courtyard
7. **Applicant Name:** Paul Jones – Kingspan
Project Name: SP24-053 – Class II Site Plan for Temporary Office
Project Location: 29.7 acres located at 1996 Brunswick Ln
Description: Temporary 48' x 56' Office Building

E. OTHER BUSINESS

F. ADJOURNMENT

OLD BUSINESS

1



CITY OF DELAND
TECHNICAL REVIEW COMMITTEE MEETING
MEETING MINUTES
THURSDAY, FEBRUARY 15, 2024 -1:30 P.M.
CITY HALL

OPENING OF MEETING:

Call to Order:

1:33 pm

Members Present:

Carol Kuhn, Chairperson

Kendall Story

Debi Glick

Kristian Logan

Belinda Collins

Phil Mangis

Mariellen Calabro

Kit Dennis

Jamie Lunsford

Steve Danskine

Jim Ailes

Staff Present:

William Lawton – Deputy Building Official

Jerry Hindman – Chief Plans Examiner

John Eiff – Airport Manager

OLD BUSINESS:

1. Review of January 18, 2023 TRC Meeting Minutes

Jerry Hindman moved to approve the minutes as presented,

Steven Danskine seconded the motion.

The TRC Committee voted unanimously in favor of motion.

2. **Applicant Name:** Martin Mitchell – CPH Corp **Phil**
Project Name: SP23-271 – Class II Site Plan for African American Museum of the Arts
Project Location 0.66 acres located at 325 S Clara Ave
Description: 3,490 SF addition

Applicants Present:

Ket West – CPH
Reggie Williams – AAMA
Keith Riger – AAMA
Tyler Fitzgerald – CPH

The applicant will address the comments and resubmit.

*Jerry Hindman moved to reduce TPA from 4288sqft to 958sqft, allow stormwater pond to encroach into buffer on eastside, allow proposed building to encroach 3ft into the front setback, and allow the existing parking to encroach into the south buffer 16ft,
Belinda Collins seconded the motion.
The TRC Committee voted unanimously in favor of motion.*

NEW BUSINESS:

1. **Applicant Name:** Mark Watts – Cobb Cole Belinda
Project Name: SSB24-002 – Sketch Plan for Highland Homes at Carter Road
Project Location: 124.18 acres located at 1210 Carter Rd
Description: 322 lots single family and townhomes

Applicants Present:

Mark Watts – Cobb Cole
Fred Wyborski – KB
David Strokes – MMS
Kal Hussein – Baveria LLC

No action required.

2. **Applicant Name:** Sixto Su – Southpointe Commons Group LLC Phil
Project Name: SP24-008 – Class II Site Plan for DeLand FSER
Project Location: 1.59 acres located at 2490 S Woodland Blvd
Description: 10,860 sf free standing emergency room

Applicants Present:

Matthew Lyons – Catalyst Design Group
Erik Reffue - Catalyst Design Group

*Jim Ailes moved to continue the application until parking is resolved,
Jerry Hindman seconded the motion.
The TRC Committee voted unanimously in favor of motion.*

OTHER BUSINESS:

None.

ADJOURNMENT:

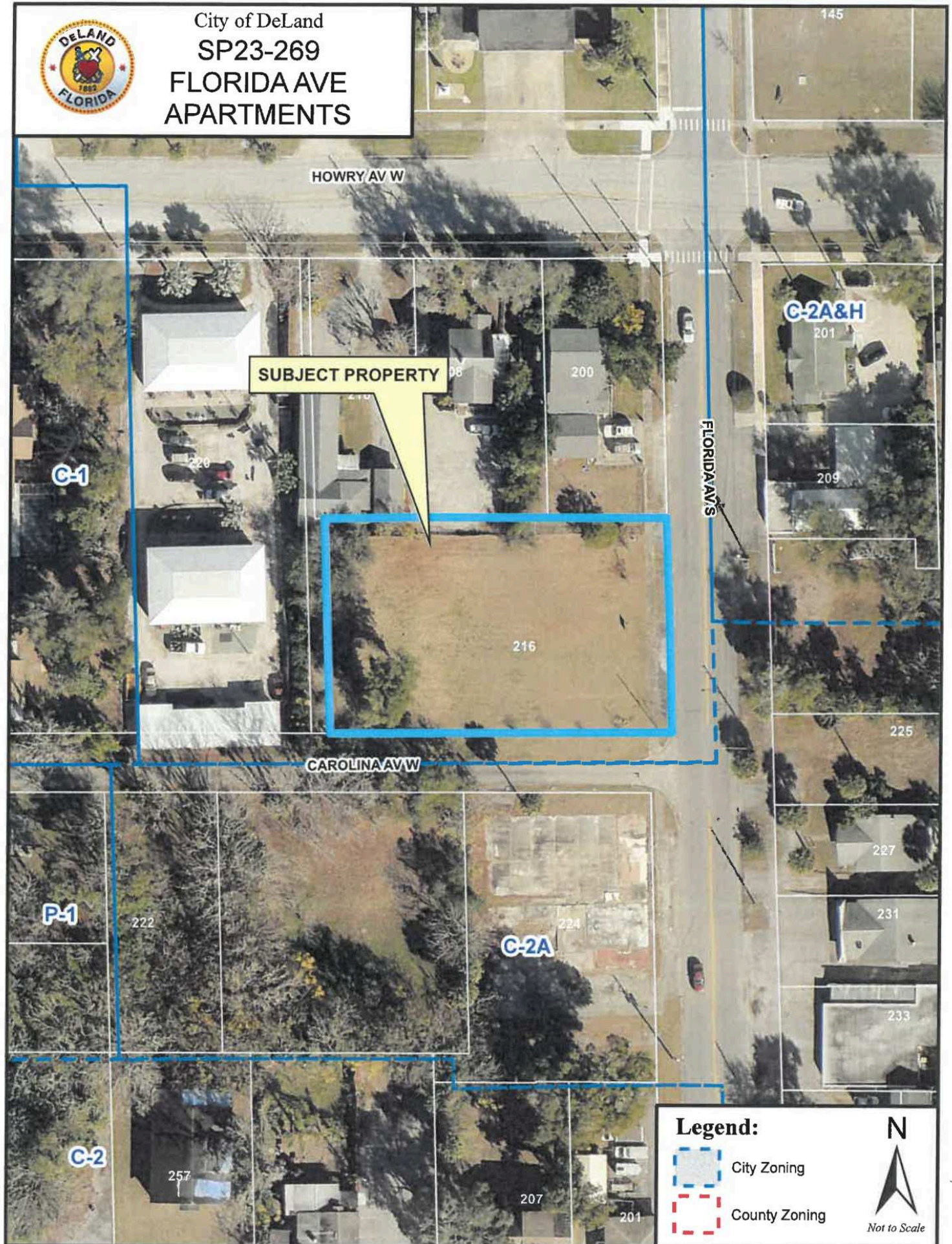
2:58 pm

OLD BUSINESS

2

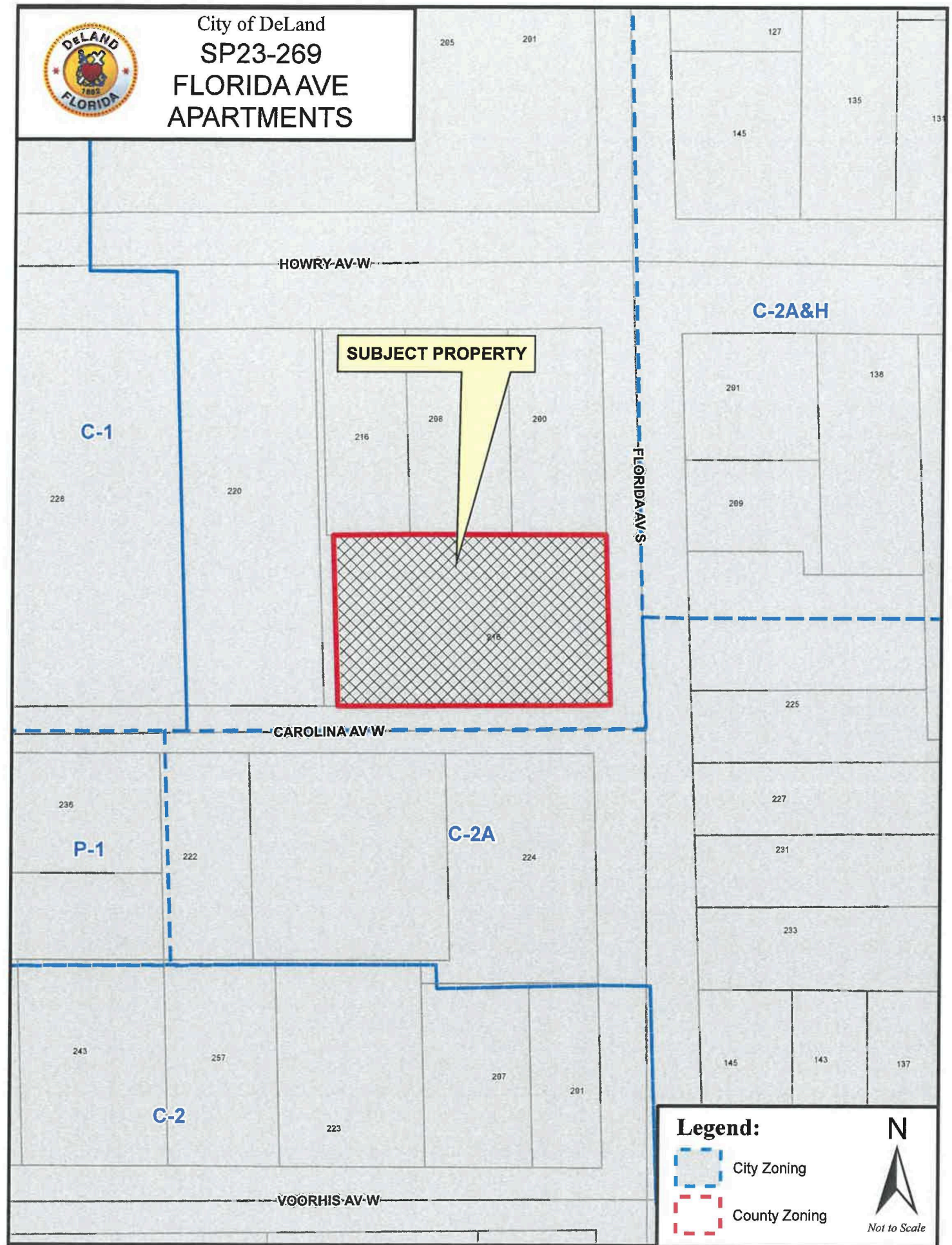


City of DeLand
SP23-269
FLORIDA AVE
APARTMENTS





City of DeLand
SP23-269
FLORIDA AVE
APARTMENTS



Legend:

-  City Zoning
-  County Zoning



Issues for record SP23-269

Job Address: 216 S FLORIDA AV, DELAND FL 32720

Job Description: Propose the development of a 7-unit multifamily development with site improvements consisting of paving, grading, drainage, utilities, and landscaping. The total project site consists of 0.532 acres and proposes 0.317 acres of impervious surface.

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Cross Section B Inlet Bypass						
Engineering	Open	1. Cross Section B appears to allow a significant proportion of the runoff to bypass inlet structure I-01. Please make it clear to the Contractor to direct runoff to the inlet.	09	Steven Danskine	Deborah Glick	Yes
		Last comment from reviewer: Although Cross Section B has been revised accordingly, Cross Sections A and C now indicate 3:1 or greater slopes to meet existing grade near the property line. 4:1 slopes are the maximum allowed to avoid erosion issues. Particularly onto adjacent properties.				
Parking Lot Geometry						
Engineering	Open	As discussed via telephone conversation, please adjust parking & sidewalk dimensions to better accommodate the desired 19' handicapped parking stall length.	06	Steven Danskine	Deborah Glick	Yes
		Last comment from reviewer: 1. The minimum parking stall depth is 19'. 2. Wheel stops/bumper guards should be utilized to avoid having the handicapped parking signs being run into. 3. Given the too short north/south parking stall geometry, coupled with the too steep back slopes on the retention area, narrowing of the retention area may be necessary. A single row of exfiltration trench connecting the two storm inlets may be a possible solution to lost runoff storage from narrowing the retention area.				
Tentative Tree Mitigation						
Forestry	Open	Based on your current tree removal plan and proposed planting, you will be 23" deficient in mitigation requirements. The deficit can be satisfied by either planting more inches, or making a contribution to the Tree Replacement Reserve Account. The payment rate is \$75 per inch. 23" @ \$75/inch equates to a payment of \$1,725. *These calculations would change if the Grape myrtles are removed.	L1	Kit Dennis	Deborah Glick	Yes
		Last comment from reviewer: The Mitigation Chart shows a mitigation deficit of 45" after planting. The payment calculation shows 19" x \$75 per inch = \$3,375. Change the 19" to 45", the math will then be correct.				
Forestry	Open	Total Trunk Diameter Removed After adding the 39" Podocarpus, the subtotal should be 105". "Total inches removed" should also show 105". This number will change if the Grape myrtles are going to be removed.	L1	Kit Dennis	Deborah Glick	Yes

Discipline Status Details

Attached To Created By Last Updated By Modifications Required

Last comment from reviewer: The plan does not support your latest response. The Grape myrtles have been calculated in the mitigation plan. The Grape myrtles were planted as part of a code case and do require mitigation. Tree per tree mitigation is acceptable for these, so calculating them at 6" DBH does make the math work because the mitigation would be 2" DBH which is our code minimum replacement.

Tree Preservation Note 1

Remove the word "preservation" between the words tree and barricade in the first line. Replace the word "protective" with the word "tree" (first word, second sentence), to be consistent with code language.

Last comment from reviewer: Revision has not been made to the note.

Water Line Size

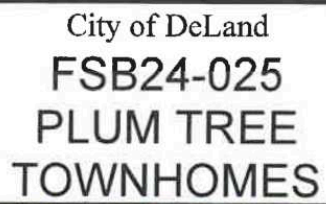
Inadequate to provide proper pressure, service, and fire hydrant protection. Larger line needs provided. City has a 6" water main on Howry and Clara that could be extended over. A 4" line is on Voorhis but would not provide protection.

Last comment from reviewer: Continue proposed 6" piping to B/O connection instead of reducing it to a smaller size past hydrant. Depending on fire requirements they may require line to be looped and not dead ended.

Forestry	Open	04	Kit Dennis	Deborah Glick	Yes
Utilities	Open	10	Jim Ailes	Deborah Glick	Yes

NEW BUSINESS

1





City of DeLand
FSB24-025
PLUM TREE
TOWNHOMES

SUBJECT PROPERTY

Legend:

-  City Zoning
-  County Zoning



Issues for record FSB24-025**Job Address: 613 W INDIANA AV, DELAND FL 32720****Job Description: New construction of 15 townhomes units**

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Planning	Draft	Additional Information Please provide a CAD file of the plat to create address framework.	1	Phillip Mangis	Phillip Mangis	Yes
		The plat is subject to review and approval by the city attorney and surveyor prior to being placed on the City Commission Agenda for approval.				
Planning	Draft	Dimensions Please show the dimensions of all proposed lots and tracts	1	Phillip Mangis	Phillip Mangis	Yes
Planning	Draft	Street Information Please show street name for Tract I and approval from Volusia County Mapping and Addressing for name.	1	Phillip Mangis	Phillip Mangis	Yes

NEW BUSINESS

2

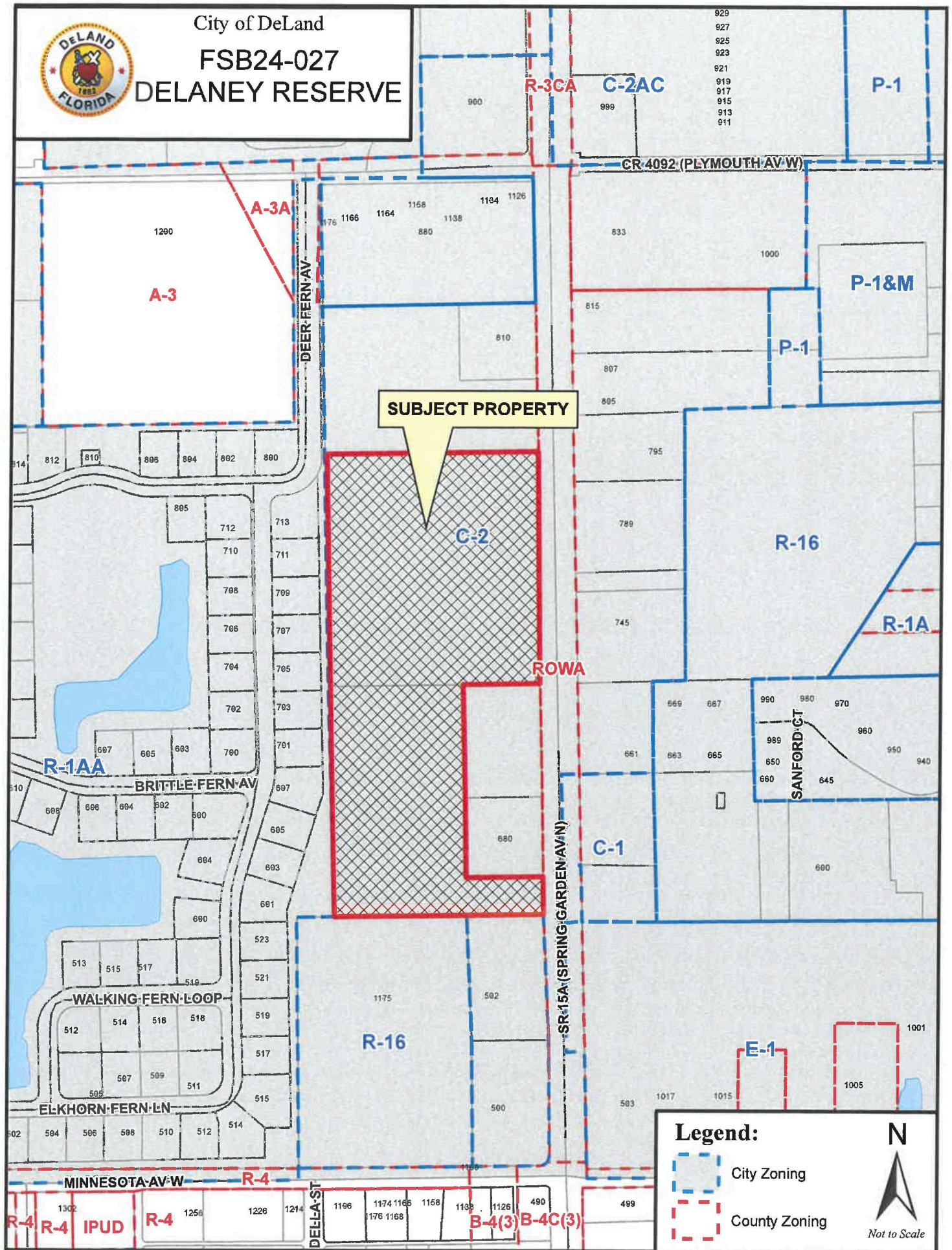


City of DeLand
FSB24-027
DELANEY RESERVE





City of DeLand
FSB24-027
DELANEY RESERVE



Issues for record FSB24-027
Job Address: 610 N SPRING GARDEN AV, DELAND FL
Job Description: Construction of 90 Townhomes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Planning	Draft	Deed restriction Verify if there are any deed restrictions or covenants for the project.		Belinda Collins	Belinda Collins	Yes
Planning	Draft	Survey Add survey completion date to the Certificate of Surveyor information box.	1	Belinda Collins	Belinda Collins	Yes
Planning	Draft	NOTE 18 The last line of Item #18 should read "maintained by the homeowner's association." instead of just maintained by the association.	2	Belinda Collins	Belinda Collins	Yes
Planning	Draft	Correction The plat opinion letter and survey should reference DeLand (instead of Brevard).	PLAT OPINION PG1	Belinda Collins	Belinda Collins	Yes
Planning	Draft	Correction The plat opinion letter and survey should reference DeLand (instead of Brevard).	PLAT OPINION PG3	Belinda Collins	Belinda Collins	Yes

NEW BUSINESS

3

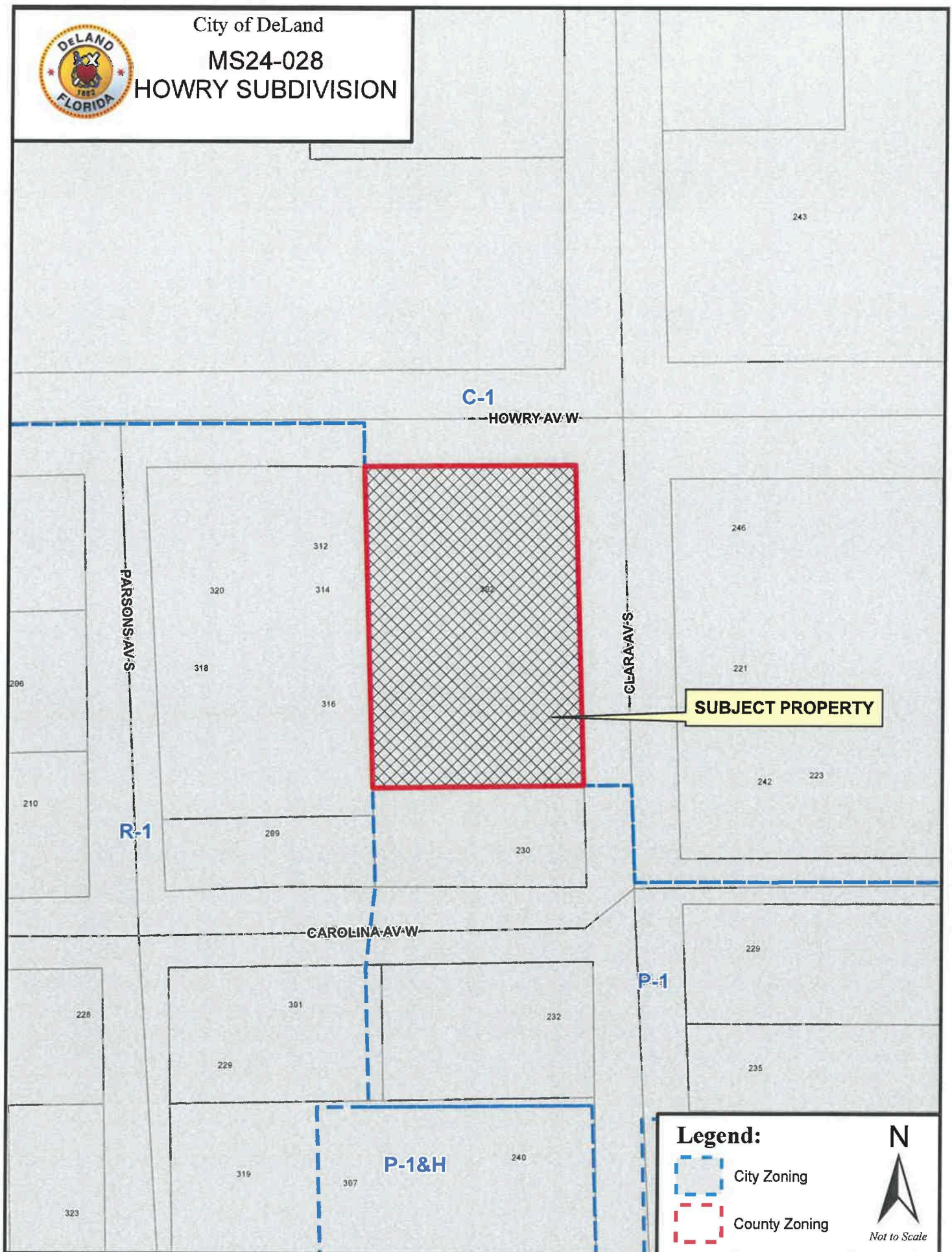


City of DeLand
MS24-028
HOWRY SUBDIVISION





City of DeLand
MS24-028
HOWRY SUBDIVISION



Issues for record MS24-028**Job Address: 302 W HOWRY AV, DELAND FL 32720****Job Description: Lot of 33,750 s.f. is intended tp be subdivided in two lots. The South lot of 15,000 s.f, and the North lot of the rest 18,750 s.f., which includes the actual building.**

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Forestry	Draft	Historic Trees (Informational) Your survey shows three historic Live Oaks on what would become the southern lot. These will need to be taken into consideration when proposing the layout of the site's future development.	23-88-CALVO SURVEY-TREES (1).pdf	Kit Dennis	Kit Dennis	No
Planning	Draft	Landscape Buffer Requirement The required landscaping buffers for this property are as follow: Howry Ave frontage - Core Gateway District Buffer Standard "B" of 15 feet. Northern and Southern Single-Family Dwelling Frontages - Class C Buffer of 20 feet. Western Multiple-Family Dwelling Frontage - N/A		Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Parking Requirement The parking requirement for multiple-family dwellings is based on the number of bedrooms per unit. Sec. 33-91 of the code dictates the parking requirement. How many bedrooms are intended to be in each multi-family unit?		Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Fence Removal As chain-link is not an approved fencing material for multiple-family development, the existing fence on the southern property must be removed. (33-94.03(h))	23-88-CALVO SURVEY-TREES (1).pdf	Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Existing Building Footprint Please provide a dimensioned plot plan of the proposed northern parcel showing existing structures.		Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Multiple-Family Development Multiple family developments with 40 or fewer units are required to go through a Class II Site Plan process.		Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Concept Plan In order to determine if the proposed lot is able to be developed with the proposed number of multi-family units, please provide a to-scale concept plan showing the proposed multiple-family development, complete with measurements, including the following information:		Samuel Nelson	Samuel Nelson	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
		• Zoning and land use designations of the subject property • All required landscape buffers and building setbacks, as designated by the Land Development regulations for that location and zoning district, drawn on the plan • Dimensioned footprint of the proposed building • Dimensioned parking plan				
Planning	Draft	Number of Dwelling Units The maximum dwelling units per acre for the Mixed-Commercial Future Land Use designation is 10 DU/A. 15,000 Square Feet is roughly .344 acres, which would allow for 3.4 dwelling units on the proposed property. To allow for 4 dwelling units on the proposed property either the property size must be increased, or the land use and zoning designation changed.		Samuel Nelson	Samuel Nelson	Yes
Utilities	Draft	Utilities Show how current lot and future lot will be served with water and sewer service.	23-88-CALVO SURVEY-TREES (1).pdf	Jim Ailes	Jim Ailes	Yes

Conditions and notes for record MS24-028

Job Address: 302 W HOWRY AV, DELAND FL 32720

Job Description: Lot of 33,750 s.f. is intended tp be subdivided in two lots. The South lot of 15,000 s.f, and the North lot of the rest 18,750 s.f., which includes the actual building.

Discipline	Status	Type	Details	Attached To	Created By
Planning	Draft	Note	Core Gateway District		Samuel Nelson
			This property is located within and subject to the requirements of the Core Gateway District. These requirements can be found in Sec. 33-36 of the Land Development Regulations.		
Planning	Draft	Note	C-1 Zoning District		Samuel Nelson
			This property is located within and subject to the requirements of the C-1 zoning district. These requirements can be found in Sec. 33-17.15 of the Land Development Regulations.		

NEW BUSINESS

4



City of DeLand
SE24-031
ENTERPRISE SPECIAL
EXCEPTION

6

C-1

SR 44 (NEW YORK AVE)

AMELIA AVS

C-2

SUBJECT PROPERTY

HOWRY AVE

R-16

PD

Legend:

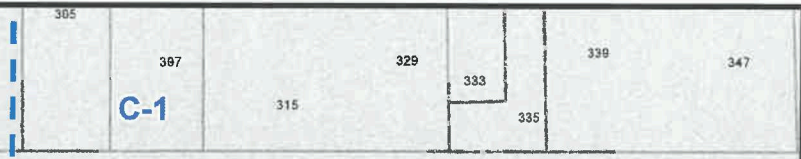
-  City Zoning
-  County Zoning

N

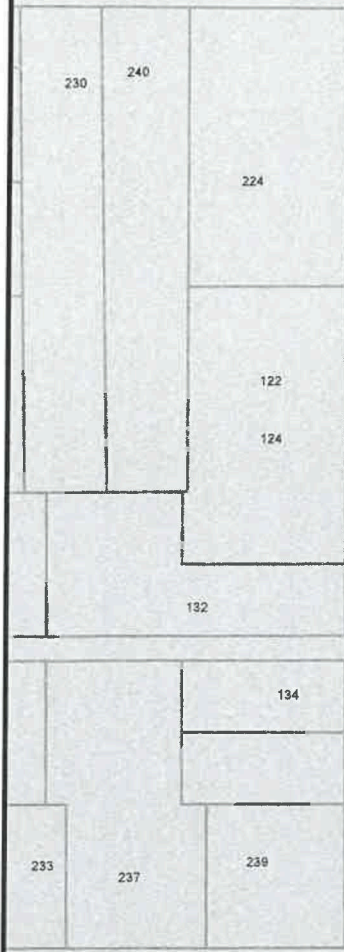




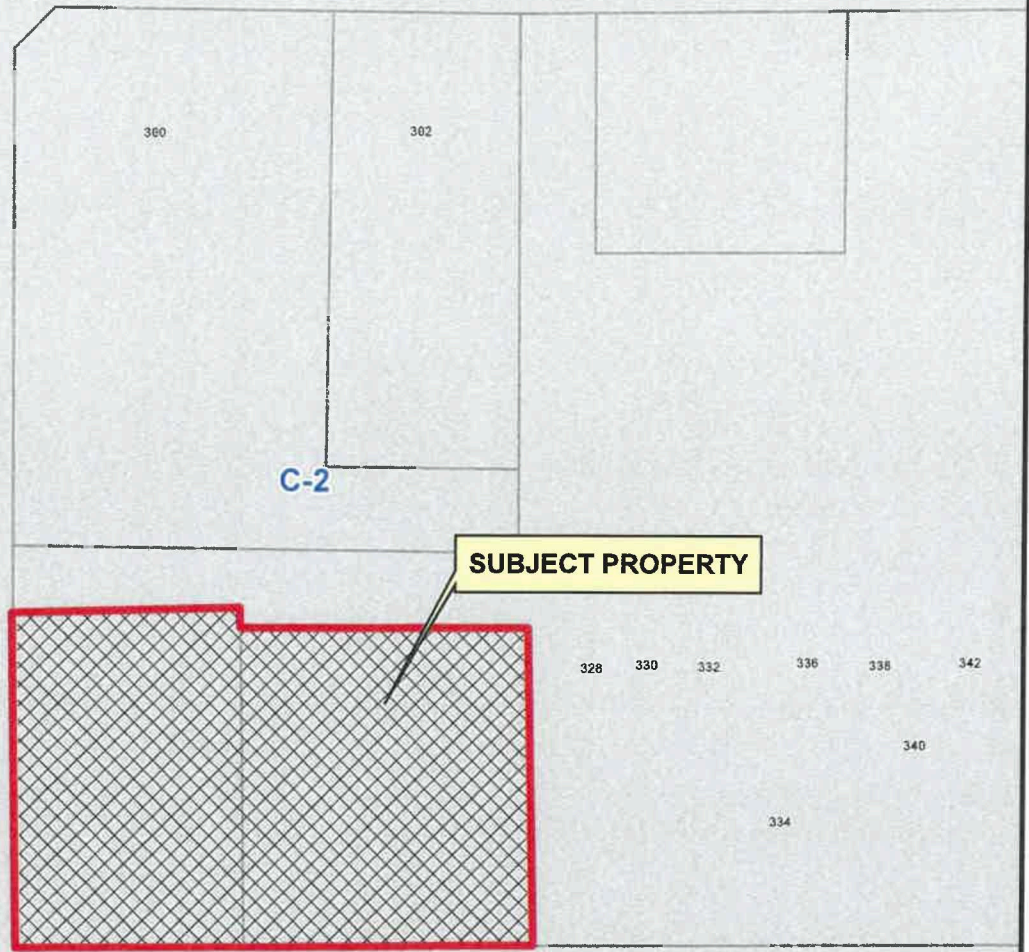
City of DeLand
SE24-031
ENTERPRISE SPECIAL
EXCEPTION



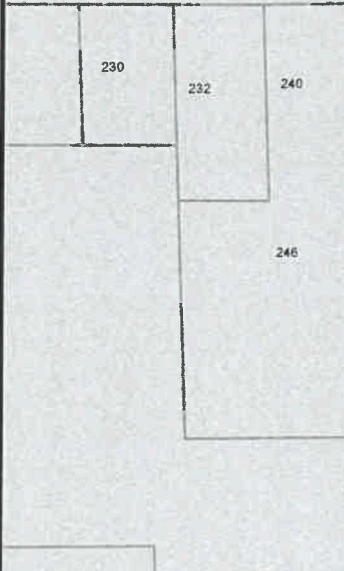
SR 44 (NEW YORK AV E)



AMELIA AV S



HOWRY AV E



R-16

Cloisters
PD

Legend:

-  City Zoning
-  County Zoning



Issues for record SE24-031
Job Address: 0 S AMELIA AV, DELAND FL 32724
Job Description: Special exception to allow a vehicle rental company

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Tree Protection Area						
Forestry	Draft	At least 15% of the site will need to be designated (and shown on the plan) as Tree Protection Area. If the site is 63,914 sqft, the minimum required area to be designated as Tree Protection Area is 9,587 sqft.		Kit Dennis	Kit Dennis	Yes
Tree Worksheets						
Forestry	Draft	Completed Tree Worksheets will need to be submitted. These should be available on the City's website under Tree Permitting. I can send them to you if needed.		Kit Dennis	Kit Dennis	Yes
Irrigation Plan						
Forestry	Draft	An irrigation plan needs to be provided.		Kit Dennis	Kit Dennis	Yes
Plant List vs Plan Shown						
Forestry	Draft	The quantities on the Plant List do not match what is shown on the landscape plan.	L-2	Kit Dennis	Kit Dennis	Yes
Proposed Mitigation						
Forestry	Draft	Your plant list does not include any replacement for the proposed historic removals. Replacement trees for historic trees must have a minimum caliper of 6", and a minimum height of 17'. If the historic removals are approved, at least one replacement tree for each historic tree will need to meet the minimum specs. No tree that does not meet the specs will be counted towards the historic tree mitigation. The proposed payment amount to the Tree Replacement Reserve Account cannot be determined until the plant list has been revised to account for the historic removals.	L-1	Kit Dennis	Kit Dennis	Yes
Tree Mitigation						
Forestry	Draft	Based on the current plan, you are removing one specimen tree and two historic trees. Mitigation for the 36" DBH Sycamore would be 18" DBH. The two historic Live Oaks equal 81" DBH, the mitigation would be 81" DBH for those. Total mitigation of 99" DBH would be required.	L-1	Kit Dennis	Kit Dennis	Yes
Minimum Requirements						
Forestry	Draft	If the site is 63,914 sqft the minimum coverage requirements are 26 trees and 156" DBH. According to the current plan the requirements would be met after development.	L-1	Kit Dennis	Kit Dennis	No
Sycamore Trees						
Forestry	Draft	The plan shows three Sycamore trees. A drive by of the site identified at least four Sycamore trees. Identify all Sycamore trees on the plan that have a DBH of 6" or greater. Confirm which trees will be removed and which will be retained.	L-1	Kit Dennis	Kit Dennis	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Forestry	Draft	Tree Positioning It appears that the positioning of the trees on the plan is off. It shows a 15" Sycamore tree on the sidewalk.	L-1	Kit Dennis	Kit Dennis	Yes
Forestry	Draft	"Oak" Trees Identify "Oaks" by species. A visual assessment of the site has determined that they are Live Oaks.	L-1	Kit Dennis	Kit Dennis	Yes
Forestry	Draft	Building Location Relocating the building within the property should be considered in order to preserve the Historic Live Oaks.	L-1	Kit Dennis	Kit Dennis	Yes
Forestry	Draft	Historic Tree Barricade Add the City's Historic Tree Barricade Detail to this page. It can be found on the City's website.	L-1	Kit Dennis	Kit Dennis	Yes
Forestry	Draft	Existing Trees to Remain Table Camphor is an invasive species and will not count towards minimum coverage requirements. The Oak trees that are growing in the Howry median should not be included in this table, as they are not on the site.	L-1	Kit Dennis	Kit Dennis	Yes
Forestry	Draft	Historic Trees This plan proposes the removal of two historic Live oak trees. Historic tree removals have to be approved by the City Commission. Per code, the commission must find that the trees are a hazard (due to health or natural damage) or that is not economically or practically feasible to develop the parcel without removing the historic trees. Being that there appears to be other locations to place the proposed building, I'd recommend designing a layout that works without removing the historic Live oaks. Keep in mind that 1 1/2 times the dripline must be protected for historic trees. The 40" Live oak that you propose to preserve may need more open space.	L-1	Kit Dennis	Kit Dennis	Yes
Planning	Draft	Additional Information A separate application in for a site plan review and lot consolidation will be required. Site plan submittal requirements can be found in section 33-132.10 of the Land Development Regulations. The following information will assist with the site plan submittal; Exterior elevations for the proposed building and dumpster enclosure are required per section 33.94 of the Land Development Regulations. Please show all rooftop mechanical equipment as dashed lines behind a screen wall. Identify any additional ground-mounted mechanical equipment on the site and label and dimension the equipment. A separate permit will need to be submitted for the proposed ground sign. The property is	SP1	Phillip Mangis	Phillip Mangis	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
		located within the Core Gateway Corridor. Please see section 33-36.04 for standard ground and building sign requirements.				
		Per Section 33-57.07(b)(1), fifteen percent of the square footage of any new development shall be designated for the protection of trees. Please clearly indicate the location of the tree protection areas on the site plan and provide a calculation of the area.				
		Please provide a breakdown of the impervious calculations (sidewalks, pavement, roadway, buildings) and include the information on the site plan.				
		Please provide a dimensioned detail for the proposed dumpster enclosure. The dumpster enclosure should be constructed of the same materials as the building.				
		COMMUNITY DESIGN STANDARDS: Please provide a photometric plan, per Section 33-94.02(c)(2) showing all exterior lighting schemes and designs, of the entire site. No more than 0.5-foot candles are permitted at the property line.				
		Existing natural topography and site features shall be respected, or when modified shall improve the overall appearance of the site.				
		Projections and recesses from uninterrupted facade lengths shall be architectural features and have a minimum depth of three feet. A minimum of 25 percent of the uninterrupted facade lengths shall be of varied length.				
		Blank wall areas shall not exceed 20 feet in vertical direction or 20 feet in horizontal direction of any building facade unless the use of landscaping or other appropriate artwork, as an alternative to the inclusion of wall area architectural design elements, is approved during the plan review and approval process.				
		Buildings shall have consistent window expression visible from the street. A punched window expression is encouraged.				
		Windows (real or false) shall be placed along at least 30 percent of any facade length that is visible from a public right-of-way. Windows shall be recessed or shall project at least one-half inch and shall include prominent sills, shutters, cementitious material reliefs or other such forms of framing.				
Planning	Draft	Car Wash Area Will the car wash area be covered by a canopy or some other type of material? If so, please provide a dimensioned detail and include colors and materials.	SP1	Phillip Mangis	Phillip Mangis	Yes
Planning	Draft	Parking Calculation Based on the parking calculations only 6 customer parking spaces are required. However, 23 are proposed, please explain the need for the additional parking spaces.	SP1	Phillip Mangis	Phillip Mangis	Yes

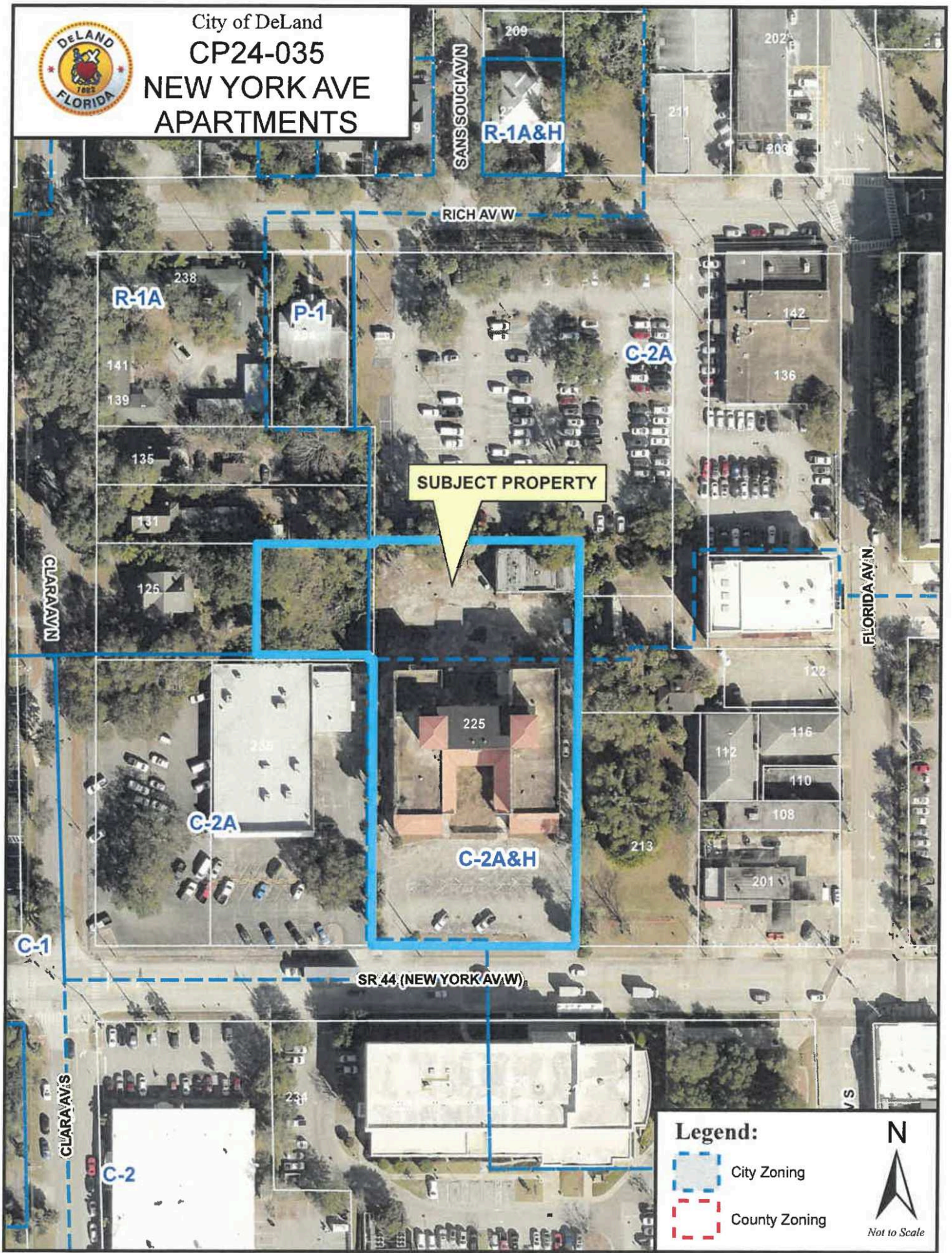
Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Planning	Draft	Rental Ready Cars Area Will the area with the rental ready cars be screened? If so the use of a chain link fencing is prohibited except for industrial and governmental owned uses that do not front an arterial road. Please clarify.	SP1	Phillip Mangis	Phillip Mangis	Yes
		Palm Trees Please include of the type of palm trees proposed along S Amelia Ave.				
		Landscape Buffer Based on the information submitted the proposed landscape buffer does not meet the requirement set forth in section 33-36.05(a) of the Land Development Regulations. Section 33-36.05(a) requires a minimum 15-foot-wide landscape buffer, canopy trees having a minimum four-inch diameter at breast height (DBH) and 14 feet in height at planting, and the number of trees based on Buffer Standard "A" along the overlay street frontage. The number of trees proposed in the landscaping buffer do not meet the Buffer Standard "A". On South Amelia Ave, the landscape buffer requires 9 canopy trees and 1 understory tree. On East Howry Ave, the landscape buffer requires 12 canopy trees and 2 understory trees.				
Planning	Draft	Setback for Vehicle Use Area The minimum setback for the vehicle use area is 10 feet from the property line. Please revise the parking area on the north property line to meet the minimum setback required. Please label and dimension the vehicle use area setback.	SP1	Phillip Mangis	Phillip Mangis	Yes
Planning	Draft	Handicap Parking Space The accessible aisle for the handicap parking space will need to be 8ft wide.	SP1	Phillip Mangis	Phillip Mangis	Yes
Planning	Draft	Traffic Memo Please provide a traffic impact memo from the engineer. The memo will need to reflect the proposed use.	SP1	Phillip Mangis	Phillip Mangis	Yes
Utilities	Draft	Fair Share This project is included in the Downtown Fair Share Area. May also need a Utility service Agreement.	L-1	Jim Ailes	Jim Ailes	Yes
Utilities	Draft	Provide Irrigation How will irrigation be provided. Well or after meter connection on property?	L-1	Jim Ailes	Jim Ailes	Yes

NEW BUSINESS

5



City of DeLand
CP24-035
NEW YORK AVE
APARTMENTS



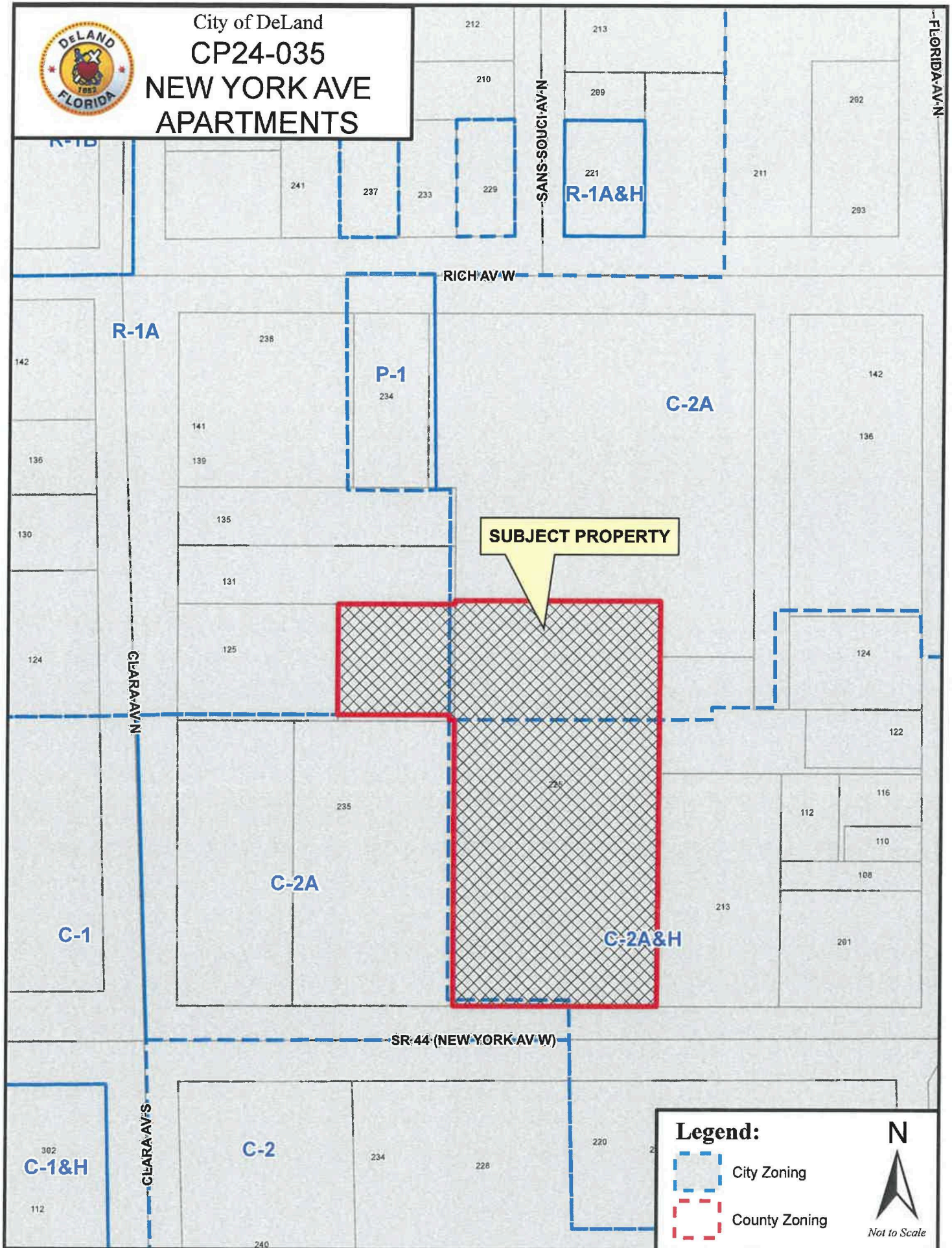
Legend:

- City Zoning
- County Zoning





City of DeLand
CP24-035
NEW YORK AVE
APARTMENTS



Legend:

-  City Zoning
-  County Zoning

N



Not to Scale

Issues for record SP24-035**Job Address: 225 W NEW YORK AV, DELAND FL 32720****Job Description: Multi-family apartment unit project (concept plan review)**

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Engineering	Draft	Permits Required 1. Provide a copy of the FDOT Drainage and Access Permits prior to a Pre-Construction Meeting with the City. 2. Provide a copy of the SJRWMD ERP Permit prior to a Pre-Construction meeting with the City.	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Steven Danskine	Steven Danskine	Yes
Engineering	Draft	Storm Inlets and Manhole Types & Sizes Multiple storm inlets and manholes do not list size and/or type, nor are details provided.	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Steven Danskine	Steven Danskine	Yes
Engineering	Draft	Stormwater Discharge The proposed rim elevations are below the peak stages and will therefore discharge off site.	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Steven Danskine	Steven Danskine	Yes
Engineering	Draft	Storm Manhole Rim Elevations Rim elevations do not match proposed paving spot elevations.	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Steven Danskine	Steven Danskine	Yes
Engineering	Draft	Roof Drain Connections 1. Provide information pertaining to downspouts and connections to the storm drainage system. 2. Demonstrate that roof runoff from the 5th floor will not cascade onto neighboring properties.	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Steven Danskine	Steven Danskine	Yes
Engineering	Draft	Design Storm Event Elevations 1. The 25-yr and 100-yr peak stages do not agree as shown. 2. Provide Stormwater H&H Modeling to support the design.	New York Ave Apartments - Civil 60%	Steven Danskine	Steven Danskine	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Set 2-14-24.pdf						
Fire	Draft	Fire Hydrant Relocate the new fire hydrant in the north end of the parking area.	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Jamie Lunsford	Jamie Lunsford	Yes
Fire	Draft	FDC Provide the FDC on the required fire line backflow.	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Jamie Lunsford	Jamie Lunsford	Yes
Fire	Draft	Fire Line The fire line for the sprinkler system can not come from the potable water line for the building. The fire line will need to be on its own backflow.	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Jamie Lunsford	Jamie Lunsford	Yes
Fire	Draft	Auto Turn Provide auto turn details for entire parking area. Show that the truck can complete the turn around in north side of parking area.	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Jamie Lunsford	Jamie Lunsford	Yes
Forestry	Draft	General Comments 1. The following general comments are provided to assist you at the Site Plan stage: a. During future submissions, a tree survey, completed tree worksheets, landscape plan, and an irrigation plan will be required. b. At least 15 percent of the site will need to be designated as tree protection area, and a minimum of one tree per 2,500 square feet will need to remain or be planted on the site. c. Removal of trees will require at least one third diameter replacement. Removal of specimen trees will require 50% replacement of the DBH inches lost. Unhealthy specimen trees, as determined by the city forester, will be replaced at the same rate as non-specimen protected trees. d. The City's current list of specimen trees can be found in Section 33-57.05(c)1 at: ARTICLE VI. - RESOURCE PROTECTION STANDARDS Code of Ordinances DeLand, FL Municode Library Laurel Oaks (Quercus laurifolia) which are larger than 20" DBH and in deteriorated condition may be replaced by one two-inch DBH (three-inch caliper) minimum sized canopy tree from the "List of Permitted Shrubs and Trees for Landscaping and Tree Protection." An Arborist Report documenting the deteriorated trees will be required to receive reduced replacement. Removal of all other non-specimen	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Kit Dennis	Kit Dennis	Yes

Discipline Status Details

Attached To Created By Last Updated By Modifications Required

protected trees greater than 6" DBH will require the replacement of one third of the DBH inches lost.

e. Any historic tree that is proposed for removal will require a review by this office, recommendation by the City Tree Advisory Committee and approval by City Commission. The developer must demonstrate that the tree is a hazard or that it is not economically or practically feasible to develop the parcel without removing the historic tree. Historic trees are defined as Bald Cypress 20-inches or larger DBH, Live Oak 25-inches or larger DBH, and Red Cedar 25-inches or larger DBH.

i. For historic trees that will be preserved, tree protection fence must be installed by the contractor and inspected by the City Forester prior to any land disturbing activity.

ii. Unless the applicant proposes a method of root protection which is acceptable to the City, no construction activity shall take place within an area equal to one and one-half times the area of the drip line.

2. All new Class II and Class III site plans require the following statement: "Tree barricades are required around all trees which have been designated on the site plan to be retained and protected. Prior to any clearing or construction activity occurring on the site, tree barricades shall be constructed by the contractor and approved by the City."

g. A Tree Barricade detail showing how remaining trees will be protected needs to be included on all Site Plans. A barrier needs to be constructed around your Tree Protection Area and at the drip line or ten feet from each tree that will remain, whichever area is larger. An example of a Tree Barricade detail can be found at: Tree Permitting | DeLand, FL

Planning

Draft

Comprehensive Plan DOWNTOWN COMMERCIAL DESIGNATION

Carol Kuhn

Carol Kuhn

Yes

Description: The Downtown designation is a generalized land use plan, which promotes the desirable development patterns outlined in the Downtown DeLand Redevelopment Plan (2005) and the Public Space and Parking Needs Analysis (2008). A map of the Downtown Designation is attached as a part of the Future Land Use Map. The principal land use characteristics include retail and office, the historic sector of Downtown, government complexes, and residential.

General Type

of Development:

- o Central Business District (CBD) - principal commercial/retail area, restaurants, office, and free standing multifamily residential and multifamily residential above the first floor of nonresidential land uses up to 20 DU/A, residential units on the first floor of nonresidential land uses as an accessory use, but no single family residential. Includes the historic downtown sector.

- o Government Complex - institutional and office, for City and County services.

- o Mixed use of commercial and office, high-density residential, and public spaces (parks).

Policy

Guidelines: Land uses shall be mixed whenever possible to provide diversity. Major categories should include institutional/governmental office, commercial and retail, cultural, and residential. New developments shall be coordinated, even among separate developers, in order to develop a site/structure unity. In general, retail commercial uses

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
		shall be encouraged on the ground floors that front on to streets. Offices and residential should be encouraged to locate above the active ground floor. Uses on the boundary of the downtown district shall be compatible with adjacent uses, and shall be developed in a manner which complements each other. Other plans and principles regarding circulation, public services, and open space/landscape of the Downtown Development Plan shall be utilized as policy guidelines for the downtown. In an effort to increase density in the Downtown, residential density within the DeLand Downtown boundary shall be calculated based on gross acreage for the entire district and not on an individual property basis. Total number of dwelling units within said district shall not exceed a total of 2,777 units, which is the amount permitted under the 2008 City of DeLand Comprehensive Plan land use designations. Non-residential growth within the Downtown shall be regulated in phases, and maximum intensity shall be calculated for the district as a whole, not on an individual property basis. The first phase of growth shall be limited to the amount of non-residential intensity currently permitted under the 2008 City of DeLand Comprehensive Plan land use designations: 6,204,065 square feet. 33-05.02. Responsibility for interpretation. In the event that any question arises concerning the application of regulations, performance standards, definitions, development criteria, or any other provision of this chapter, the planning director shall be responsible for interpretation and shall look to the city Comprehensive Plan for guidance. Responsibility for interpretation by the director shall be limited to standards, regulations and requirements of this chapter, but shall not be construed to include interpretation of any technical codes adopted by reference in this chapter, nor be construed as overriding the responsibilities given to any commission, board or official named in other sections or articles of this chapter.				
Planning	Draft	Traffic & Site Circulation 1. Site access is through a proposed shared access drive on New York (FDOT right-of-way). A recorded cross access easement shall be provided prior to the final approval of the site plan. 2. A Traffic Memo shall be provided with the site plan submittal.	Carol Kuhn	Carol Kuhn		Yes
Planning	Draft	Stormwater A drainage report shall be submitted with the site plan. This area is prone to flooding. Low Impact Development Standards must be used.	Carol Kuhn	Carol Kuhn		Yes
Planning	Draft	Lighting 1. A photometric plan is required. Off-site areas shall be shielded from offensive or excessive illumination. Illumination from any light source onto adjacent properties or into the public right-of-way shall not exceed 0.5-foot candles (33-94.03(g)2). 2. All lighting shall be down cast and be full cutoff (33-94.03(g)9).	Carol Kuhn	Carol Kuhn		Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Planning	Draft	Landscaping 1. A landscape plan must be provided with the site plan submittal. 2. The submittal indicates that the site will be irrigated with well water. Use of City reclaimed water is required.		Carol Kuhn	Carol Kuhn	Yes
Planning	Draft	Architecture The proposed building shall comply with section 33-94. Since this site is located in the Historic District and the Downtown Support District, a Certificate of Appropriateness is required. The concept plan will be informally reviewed by the Historic Preservation Board (HPB). This is not a formal submittal or review for the Certificate of Appropriateness, but it will provide the applicant with an opportunity to gather comments from the HPB. Once the formal site plan application is submitted, the applicant must also submit a formal application for a Certificate of Appropriateness. A preliminary review of the architecture is provided below. Once a formal site plan application (with building elevations, colors, materials, etc.) is provided, the application will be reviewed for consistency with the Community Design Standards by the City's architect. 1. The building mass and scale needs to be broken up – "buildings in established areas shall be designed for a compatible relationship to the existing surrounding neighborhood. Structures shall utilize similar architectural style, character, massing, materials, color, or other elements so as to relate to the surrounding neighborhood." (Section 33-94.03(b)3). This site is located near 1, 2 and 3 story buildings. 2. The building should provide transitions between the adjacent buildings and the building mass shall be varied by height and width so it appears to be divided into distinct massing elements and architectural details can be viewed from a pedestrian view point." (Section 33-94.03(b)4.b). The massing of a 5-story building is out of character with the area. The historic Putnam Hotel stepped back the height of the building to maintain a pedestrian scale at the street. Please revise. 3. Variations in the roofline shall be used to add interest to and reduce the massing of the buildings. Please revise. 4. Building design shall have characteristics and elements that relate favorably to the pedestrian scale of the district (33-94.04(a)5). The 5-story building adjacent to the street does not relate to the pedestrian scale of the district. Please revise. 5. The architectural design of structures shall bear a complementary relationship to the existing architectural context of the surrounding area (similar or related architectural styling or character; similar or related massing, proportions and scale, along with the repetition of the relationship of solids and voids in the architectural design; similar or related fenestration treatment, relating to the repetition and rhythm of openings in exterior walls; similar or related architectural details and decorative treatments such as cornices and moldings, awnings, parapets, columns, colonnades, arcades, and arches; glazing at street level may be tinted, but shall not utilize reflective glass, Plexiglas, or similar (33-94.04(a)1). Please revise. 6. Preferred materials are: thick cementitious material brick, stone, split-faced concrete masonry, architectural concrete (stamped patterned and colored). The proposed building materials should be revised.		Carol Kuhn	Carol Kuhn	Yes
Planning	Draft	Parking (33-91.03) 1.5 spaces per 1 bedroom; 2 spaces per 2 & 3 bedroom PLUS 0.5 spaces per unit for guest parking; Applicant is proposing 76 spaces (64 on-site and 12 off-site) for 84		Carol Kuhn	Carol Kuhn	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
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units (0.56 spaces per unit).

Off-site parking is only permitted for nonresidential development (33-91.06.3). Specifically, "the city commission may approve off-site parking facilities for nonresidential uses as part of the parking required by this section..." The code does not have a provision for off-site parking for residential uses.

Therefore, only 64 spaces would be provided for 84 units. No guest parking has been proposed and there is no parking proposed for the ground-floor commercial – see Comprehensive Plan for downtown commercial designation and ground floor retail commercial.

Required parking:

44 – 1.5 bedroom – 66 spaces plus 22 guest spaces
 28 – 2 bedroom – 56 spaces plus 14 guest spaces
 12 – 3 bedroom – 24 spaces plus 6 guest spaces
 Total: 188 spaces; 64 provided – a 124-space deficit

Parking must also be provided for ground floor commercial. The Downtown Commercial Future Land Use Designation states: "In General, retail commercial uses shall be encouraged on the ground floors that front on to streets. Offices and residential should be encouraged to locate above the active ground floor." The applicant has indicated that the limited non-residential uses on the 1st floor would not be open to the general public, but would be accessory to the apartments – i.e. a leasing office. This does not meet the intent of the Comprehensive Plan which encourages ground floor retail and commercial.

The applicant has submitted a parking study, requesting that the parking ratio be reduced to 0.56 spaces per unit and that the required parking be reduced by 112 spaces. However, since off-site parking is not permitted for residential uses, the actual reduction would be 124 spaces.

Please revise the plan to provide the required parking. It may be necessary to reduce the unit count in order to accommodate the required parking.

Please include ground-floor retail and commercial and provide parking for these uses. The off-site parking could be used to meet the required parking for the commercial or retail uses, if approved by City Commission.

Planning	Draft	Concept/Site Plan A Class IV site plan application will need to be submitted, reviewed, and approved.	Carol Kuhn	Carol Kuhn	Yes
Planning	Draft	Parcels The site consists of two parcels. However, one parcel is within the Downtown CRA. Since the CRA boundary cannot be expanded, the lots cannot be consolidated. However, a deed restriction or other mechanism must be put in place to ensure that the proposed parking and retention facility stays connected to the larger parcel.	Carol Kuhn	Carol Kuhn	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
General						
This 1.63-acre site is located at 225 W. New York Avenue and is zoned C-2A and C-2A & Historic and was once the site of the Historic Putnam Hotel. A portion of the property is located within the Historic District and another portion is located within the Downtown Support Design District. The Future Land Use Designation is Downtown Commercial.						
According to Section 33-17.23, Allowed Uses in Commercial and Industrial Zoning Districts, the multi-family residential is allowed as a conditional use in the C-2A zone district. The conditions, as provided for in 33-19.13 Residential Dwelling units on first floor.						
Planning	Draft	(a) Intent. It is the intent of this Section to provide standards for the location and development for residential dwelling units, which included single-, two-, and multiple-family units on the first floor in the downtown commercial area, either as a primary use to an accessory commercial use or as an accessory use to a primary commercial use. (b) Where allowed. First floor residential dwelling units will not be permitted within 50 feet of Woodland Boulevard or New York Avenue. (c) Development Standards for new development. 1. Street side of development shall include amenities that encourage pedestrian activities and will be of the same design as the rest of downtown. 2. Building should be located adjacent to street or slight setback (less than 20 feet) to allow for a small landscaped area.		Carol Kuhn	Carol Kuhn	Yes
Water Note						
Utilities	Draft	Add a note that water mains must be flushed prior to pressure testing and bacteriologically testing.	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Jim Ailes	Jim Ailes	Yes
USA & FSA						
Utilities	Draft	This project may require a Utility Service Agreement and is in the new Downtown Fair Share Area.	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Jim Ailes	Jim Ailes	Yes
City Details						
Utilities	Draft	These are not the most up to date details, should be details dated 11/7/23	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Scott Zender	Scott Zender	Yes
City Details						
Utilities	Draft	These are not the most up to date details, should be details dated 11/7/23	New York Ave Apartments - Civil 60%	Scott Zender	Scott Zender	Yes

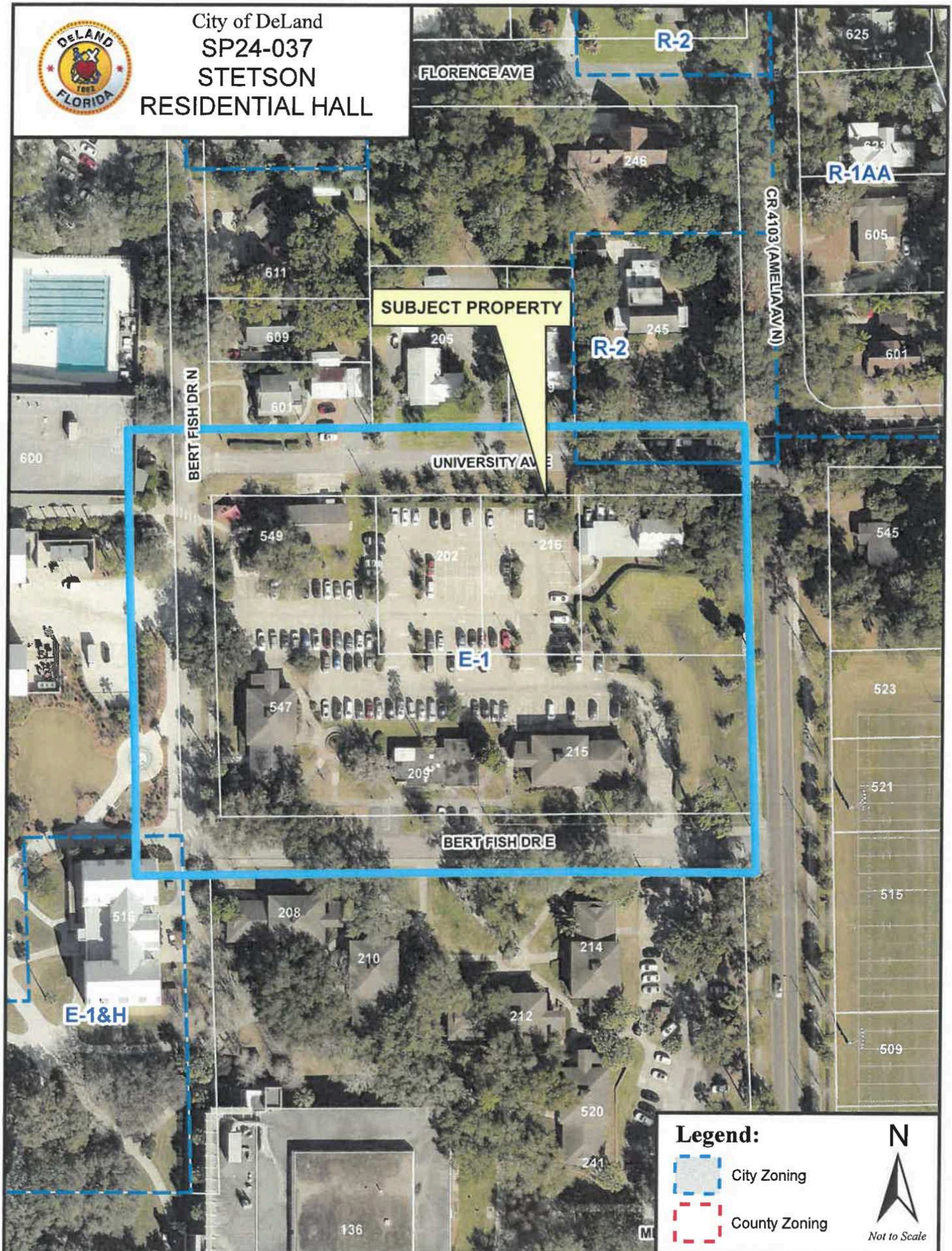
Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
			Set 2-14-24.pdf			
Utilities	Draft	City Details These are not the most up to date details, should be details dated 11/7/23	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Scott Zender	Scott Zender	Yes
Utilities	Draft	City Details These are not the most up to date details, should be details dated 11/7/23	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Scott Zender	Scott Zender	Yes
Utilities	Draft	City Details These are not the most up to date details, should be details dated 11/7/23	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Scott Zender	Scott Zender	Yes
Utilities	Draft	2" Potable Meter for Irrigation City does not provide a irrigation only meter. Irrigation will need to come off the 6" PVC WM after the master meter.	New York Ave Apartments - Civil 60% Set 2-14-24.pdf	Scott Zender	Scott Zender	Yes

NEW BUSINESS

6



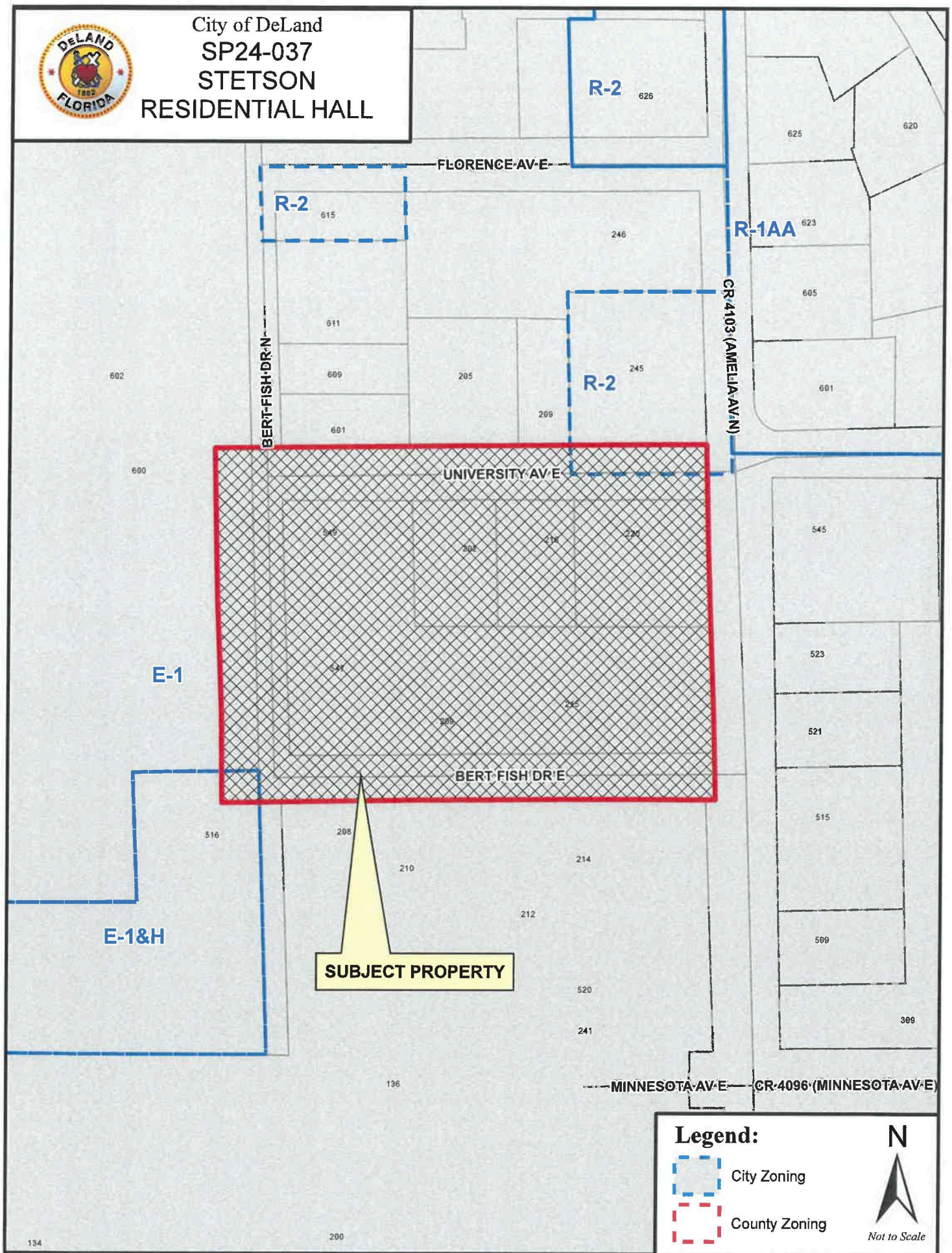
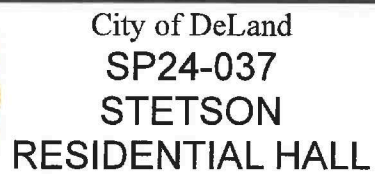
City of DeLand
SP24-037
STETSON
RESIDENTIAL HALL



Legend:

-  City Zoning
-  County Zoning





Issues for record SP24-037**Job Address: 215 E BERT FISH DR, DELAND FL 32724**

Job Description: This project requires the demolition of existing buildings, parking lot and sidewalk and is to be developed as a ±300 bed residential building and accompanying courtyard/infrastructure. The project will require the vacation of a portion of the Bert Fish Drive R/W.

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Engineering	Draft	Potential Conflicts The proposed gate valves, backflow preventer and fire service all seem to be in conflict with the proposed sidewalk. Please provide details on how this interface is to occur.	C9	Steven Danskine	Steven Danskine	Yes
Engineering	Draft	3 Arches? There are 3 arches that appear to provide seating area or grade breaks in the center, yet no callouts or details are provided.	C6	Steven Danskine	Steven Danskine	Yes
Engineering	Draft	Sidewalk Radii Various sidewalk radii are missing callouts.	C7	Steven Danskine	Steven Danskine	Yes
Engineering	Draft	Stormwater 1. Provide positive flow in the curbline and transition from roadway to sidewalk on the west side and into Yard Drain ST-1. 2. The top of casting for ST-3 is above the adjacent sidewalk. Provide positive drainage away from the sidewalk. 3. The top of casting for ST-6 is above the adjacent sidewalk. Provide positive drainage away from the sidewalk. 4. The top of casting for ST-7 is above the adjacent sidewalk. Provide positive drainage away from the sidewalk. 5. The Stormwater Structure Table indicates two pipes (12" and 15") in Yard Drain ST-5, but the plan only shows 1 pipe in this structure. 6. The stormwater report indicates the presence of a rain garden, however I am unable to locate this on the plans.	C8	Steven Danskine	Steven Danskine	Yes
Engineering	Draft	Callout Bollards Please callout the proposed bollards on the west side sidewalk.	C7	Steven Danskine	Steven Danskine	Yes
Engineering	Draft	Vertical Datum National Geodetic Vertical Datum 1929 (NGVD 29) and North American Vertical Datum 1988 (NAVD 88) are transposed in various as-built notes. All final elevations shall be converted to NAVD 88.	C4	Steven Danskine	Steven Danskine	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Engineering	Draft	Construction Notes Require Updating Multiple notes reference City of Daytona (CODB), etc. along with Articles and Sections of their Codes. Please update accordingly.	C2	Steven Danskine	Steven Danskine	Yes
Fire	Draft	Fire Line Where will the fire line be entering the building. Plan states to see fire plans, none provided.	C9	Jamie Lunsford	Jamie Lunsford	Yes
Fire	Draft	Fire Hydrants 1. Existing fire hydrants are shown under concrete. Where are they being relocated? 2. A fire hydrant is required to be within 75 ft of the FDC located on the fire backflow and the same side of the road.	C9	Jamie Lunsford	Jamie Lunsford	Yes
Fire	Draft	Emergency Access How will emergency access be made for the buildings on Bert Fish Rd. Fence may be required to be moved to allow Bert Fish to remain open during construction.	C5	Jamie Lunsford	Jamie Lunsford	Yes
Forestry	Draft	Tree Protection Area 15% of the site is required to be designated as Tree Protection Area. Indicate on the plan where the TPA for this site is located.	TP1	Kit Dennis	Kit Dennis	Yes
Forestry	Draft	Historic Tree Preservation You have proposed to preserve the 36" DBH Live oak. Keep in mind that 1.5 times the dripline is required to be protected. Your plan shows a scooter/bike parking pad, sidewalk, and a 15" PVC drain line being installed in close proximity to the tree. Can the scooter/bike pad be moved to another location? Can the sidewalk be routed further away from the tree? Can the PVC line be moved out of the critical root zone?	C6	Kit Dennis	Kit Dennis	Yes
Forestry	Draft	Specification #15 Fertilization is not recommended unless a soil test shows a deficiency.	LA2	Kit Dennis	Kit Dennis	Yes
Forestry	Draft	Specification #7 Add "and City Forester" after Landscape Architect.	LA2	Kit Dennis	Kit Dennis	Yes
Forestry	Draft	Minimum Coverage I cannot determine if minimum coverage will be met until the corrected tree survey and planting list information is provided.	TP1	Kit Dennis	Kit Dennis	Yes
Forestry	Draft	Mitigation Mitigation cannot be calculated until the information provided has been corrected.	TP1	Kit Dennis	Kit Dennis	Yes
Forestry	Draft	Plant Schedule The following corrections will need to be made to the tree specs in order to meet Grade 1 for the DBH's shown: BND - Add 6' SPD and either 100 Gallon Container or 40" Root Ball CC - Add 5' SPD and either 100 Gallon Container or 40" Root Ball	LA1	Kit Dennis	Kit Dennis	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
LI - Revise specs to meet whatever DBH credit you are proposing to receive. MC - Wax Myrtle is not on our approved list or replacement trees and no credit will be received for them. QV - HT should be 18', add 11' SPD and either 300 Gallon Container or 60" Root Ball. TD - Add 4.5' SPD and either 100 Gallon Container or 44" Root Ball.						
Historic Removals						
Forestry	Draft	You are proposing to remove two historic live oaks. Historic removals must be approved by the City Commission. Applicants must show that the trees are a hazard or that it is not economically or practically feasible to develop the parcel without removing the trees.	TP1	Kit Dennis	Kit Dennis	Yes
Required Holly Replacement						
Forestry	Draft	You are showing mitigation for 96" DBH of Holly tree removals. The table shows 90" DBH of Holly trees 6" or greater. Please correct the mitigation calculation or add the missing tree to the table.	TP1	Kit Dennis	Kit Dennis	Yes
12" Palm/Total Palm Removal DBH						
Forestry	Draft	You show mitigation for one 12" Palm. Your table only lists one 12" Palm and is shown as being preserved. Please correct whichever is incorrect. The total for Palm DBH removed does match what you have listed for removals.	TP1	Kit Dennis	Kit Dennis	Yes
Required Gum Replacement						
Forestry	Draft	You show mitigation calculations for three 6" Gum trees. Your table lists 6", 7", and 10" Gum removals. Please correct the mitigation calculation.	TP1	Kit Dennis	Kit Dennis	Yes
Required Grape Myrtle Replacement						
Forestry	Draft	You list three "Myrtle Clusters" as removals without DBH's. The replacement calculations show replacement for two (7" & 10"). It is my understanding that the Grape Myrtles were planted as replacement trees for a previous parking lot project. Mitigation will need to be provided for their removal. Minimum replacement for each would be 2" DBH.	TP1	Kit Dennis	Kit Dennis	Yes
9" Live Oak Removal						
Forestry	Draft	One 9" Live oak is listed as a removal in your Trees Preserved/Removed table. The Required Live Oak Replacement calculation shows two. Add the missing tree information to the table or correct the replacement calculations.	TP1	Kit Dennis	Kit Dennis	Yes
Tree Survey						
Forestry	Draft	A clear image showing the location of the trees is needed. The trees should be identified by the number they are assigned in your Trees Preserved/Removed table.	TP1	Kit Dennis	Kit Dennis	Yes
Unknown Trees / Red Alder Trees						
Forestry	Draft	Please identify the "unknown" trees. Also, Red Alder are not a species that would be expected to be found in our zone. Please schedule a site visit with our forestry division to confirm the species.	TP1	Kit Dennis	Kit Dennis	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Forestry	Draft	Tree Barricade Position The tree barricade is shown on top of proposed concrete sidewalks. Please show the actual placement of the tree barricades.	TP1	Kit Dennis	Kit Dennis	Yes
Forestry	Draft	Historic Tree Barricade Detail Add the City's Historic Tree Barricade Detail to this sheet.	TP1	Kit Dennis	Kit Dennis	Yes
Forestry	Draft	Specimen Tree Requirements Table The Trees Removed/Preserved table shows 13 specimen trees on site. The number of specimen trees per acre is 5.2. The required number of specimen trees to be preserved is 8. You are proposing to preserve 5 specimen trees. Please correct the numbers in the table and explain why the required number of specimen trees cannot be preserved.	TP1	Kit Dennis	Kit Dennis	Yes
Forestry	Draft	Minimum Trees on Site Table 1. Existing Trees To be Preserved should be 117" DBH according to what the "Trees Preserved/Removed table is showing. 2. Trees Provided on Landscape Plan total cannot be calculated until corrections have been made to the tree specs. As of now, I calculate that the plan provides 153" DBH of replacement non palm trees and 108" DBH of palms. That number will change once the Ligustrums can be calculated.	TP1	Kit Dennis	Kit Dennis	Yes
Forestry	Draft	Project Area The project area is shown as 3.17 AC but the "total site acreage" is shown as 2.5 AC on sheet TP1. Why is there a difference between the project area and the site acreage?	C1	Kit Dennis	Kit Dennis	Yes
Forestry	Draft	Irrigation Plan An irrigation plan is needed.	C1	Kit Dennis	Kit Dennis	Yes
Planning	Draft	Class IV Site Plan Projects exceeding 80,000 square feet of total floor area are considered Class IV development and must go before the Planning Board and one reading at City Commission for approval.		Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Gross Floor Area Please include the gross floor area of the proposed building within the site information table.	C1	Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Wayfinding Signage Will there be new wayfinding signage? If so, please show any proposed wayfinding signage on the plan.	C7	Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Demolition and Construction Entrance Please show how the site and remaining buildings will be accessed during the demolition and construction periods.	C5	Samuel Nelson	Samuel Nelson	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Planning	Draft	Lot Combination A lot combination will be required for this project prior to approval of the site plan.	C6	Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Parking Lot Lighting Will there be lighting provided for the proposed parking lot? If so, please show this in a photometric plan.	C6	Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Mechanical Equipment Please show and proposed exterior mechanical equipment. Note: 33-94.03 (4) 4. Building mechanical equipment, service, delivery, and work areas, shall be visually screened from pedestrian areas and from public view. These areas shall be located as far as reasonably possible from adjoining residential uses. Vertical lift and overhead garage type doors should not be located on principal facades abutting public rights-of-way.	C6	Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Dumpster Enclosure Will there be a new dumpster enclosure built at the site? If so, please show the location on the site plan. Any newly proposed enclosures must be constructed with similar materials to the primary structure.	C6	Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Community Design Review *Request sent to the City Architect 2/28/2024*		Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Building Dimensions Please show the dimensions of the proposed building on the plan.	C7	Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Setbacks Please provide the setbacks of the proposed building from adjacent property lines.	C7	Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	ADA Parking Spaces The cover page shows that two ADA parking spaces will be provided. Only one is visible on the plan. Is the other proposed ADA space able to be placed nearer to the entrance of the newly proposed building?	C7	Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Exterior Wall Mounted Lighting Please show any exterior wall mounted lighting and note Sec. 33-94.03. (g) of the Land Development Regulations. 9. All lighting shall be downward and of the full cut off shield variety in which the light source is recessed and shielded in a manner which prohibits upward light overspill into the night sky. Upward illumination is prohibited except: a. Ground level light fixtures, which shall be of the burial vault type and shall be fully screened by landscaping. Illumination from ground level light fixtures shall not exceed the	A-201	Samuel Nelson	Samuel Nelson	Yes

Discipline Status Details

Attached To Created By Last Updated By Modifications Required

roof line of the illuminated structure by greater than 0.01 foot-candles.

b. Illumination from building wall lights providing architectural detail where a component of the lighting is designed to illuminate the building in an upward manner as part of the building aesthetic design shall not exceed the roof line of the illuminated structure by greater than 0.01 foot-candles.

Photometric Plan

Please provide a photometric plan for the project area. (33-94.02. (c)) Please note the requirements of Sec. 33-94.03. (g)

(g) Lighting.

1. Site lighting shall be scaled for the intended use and be compatible with the architectural character of the building. The use of thematic lighting is encouraged for projects with a historical character, or where such historic character helps the project relate to the surrounding neighborhood or to the historic Deland streetscape. Proposed historic fixtures are subject to city review and the appropriateness of such fixtures will be determined during the site review process. Landscape lighting is encouraged. A lighting plan, including photometric calculations, shall be submitted to the city for review.
2. Off-site areas shall be shielded from offensive or excessive illumination. Illumination from any light source onto adjacent properties or into the public right-of-way shall not exceed 0.5 foot-candles.
3. Mixing of different types of lamp sources with differing color output is discouraged.
4. Pedestrian areas shall have lighting of such scale, intensity and character as appropriate for pedestrian movement. Light sources shall be indirect or designed so as to reduce direct glare from the light source.
5. Lighting for parking areas shall provide adequate illumination, for the safe use of the area by the public. Light sources shall be indirect, or designed so as to reduce direct glare from the light source.
6. General architectural lighting of building exteriors, including canopies, shall be designed so as to conceal illumination sources from direct view, by use of recessed lamps, shielding, or other means.
7. Decorative use of lower wattage bare lamps or use of reproduction bare lamps in a historical context is permitted, excluding the use of holiday lighting as an architectural application.
8. If security and/or freestanding parking lot lighting is provided, it should be incorporated into the lighting scheme for the entire project.
9. All lighting shall be downward and of the full cut off shield variety in which the light source is recessed and shielded in a manner which prohibits upward light overspill into the night sky. Upward illumination is prohibited except: a. Ground level light fixtures, which shall be of the burial vault type and shall be fully screened by landscaping. Illumination from ground level light fixtures shall not exceed the roof line of the illuminated structure by greater than 0.01 foot-candles. b. Illumination from building wall lights providing architectural detail where a component of the lighting is designed to illuminate the building in an upward manner as part of the building aesthetic design shall not exceed the roof line of the illuminated structure by greater than 0.01 foot-candles.

Planning

Draft

Samuel
NelsonSamuel
Nelson

Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Maximum Structure Height The maximum height for structures within the E-1 zoning district is 65 feet. (33-17.12.) A variance application is required subject to Sec. 33-103. of the Land Development Regulations to allow for the requested height. The applicant's variance narrative must discuss how the variance request meets the below criteria. Variance requests are reviewed against the following criteria:						
Planning	Draft	(a)Special conditions and circumstances exist which are peculiar to the land, structure or building involved, and which are not applicable to other lands, structures or buildings in the same zoning district; (b)Literal interpretation and enforcement of these Land Development Regulations will deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of these Land Development Regulations, and work unnecessary and undue hardship on the applicant such as natural site conditions, size or shape of lot or existing structure(s); (c)Granting of the variance request will not confer on the applicant any special privilege that is denied by these Land Development Regulations to other lands, buildings or structures in the same zoning district; (d)The granting of the variance will be in harmony with the general intent and purpose of these Land Development Regulations and the Comprehensive Plan, as amended, and will not be injurious to the surrounding properties or detrimental to the public welfare; (e)The variance, if granted, is the minimum variance necessary to make possible the reasonable use of the land, building or structure; and (f)The special conditions or circumstances are not the result of actions of the applicant or owner.		Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Right of Way Abandonment Portions of the Bert Fish right-of way must be vacated prior to site plan approval.		Samuel Nelson	Samuel Nelson	Yes
Utilities	Draft	USA May need to have a Utility Service Agreement.	C1	Jim Alles	Jim Alles	Yes
Utilities	Draft	Existing Utilities How will current Public Utilities be address on abandoned roads? Will city still own and main or university will? How will access occur?	C9	Jim Alles	Jim Alles	Yes
Utilities	Draft	Sewer Note 32 Locate wire needs to be #10 gauge.	C2	Jim Alles	Jim Alles	Yes
Utilities	Draft	CCTV Needs to be provided on thumb drive.	C2	Jim Alles	Jim Alles	Yes
Utilities	Draft	Sewer Note #22 Needs to be Gate Valves and not Plug.	C2	Jim Alles	Jim Alles	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Utilities	Draft	Sewer Clean out Show a sewer clean out in the right of way.	C9	Scott Zender	Scott Zender	Yes
Utilities	Draft	Water Main Size I believe the water main size on university is a 2" and on bert fish is a 6".	C9	Scott Zender	Scott Zender	Yes

Conditions and notes for record SP24-037

Job Address: 215 E BERT FISH DR, DELAND FL 32724

Job Description: This project requires the demolition of existing buildings, parking lot and sidewalk and is to be developed as a ±300 bed residential building and accompanying courtyard/infrastructure. The project will require the vacation of a portion of the Bert Fish Drive R/W.

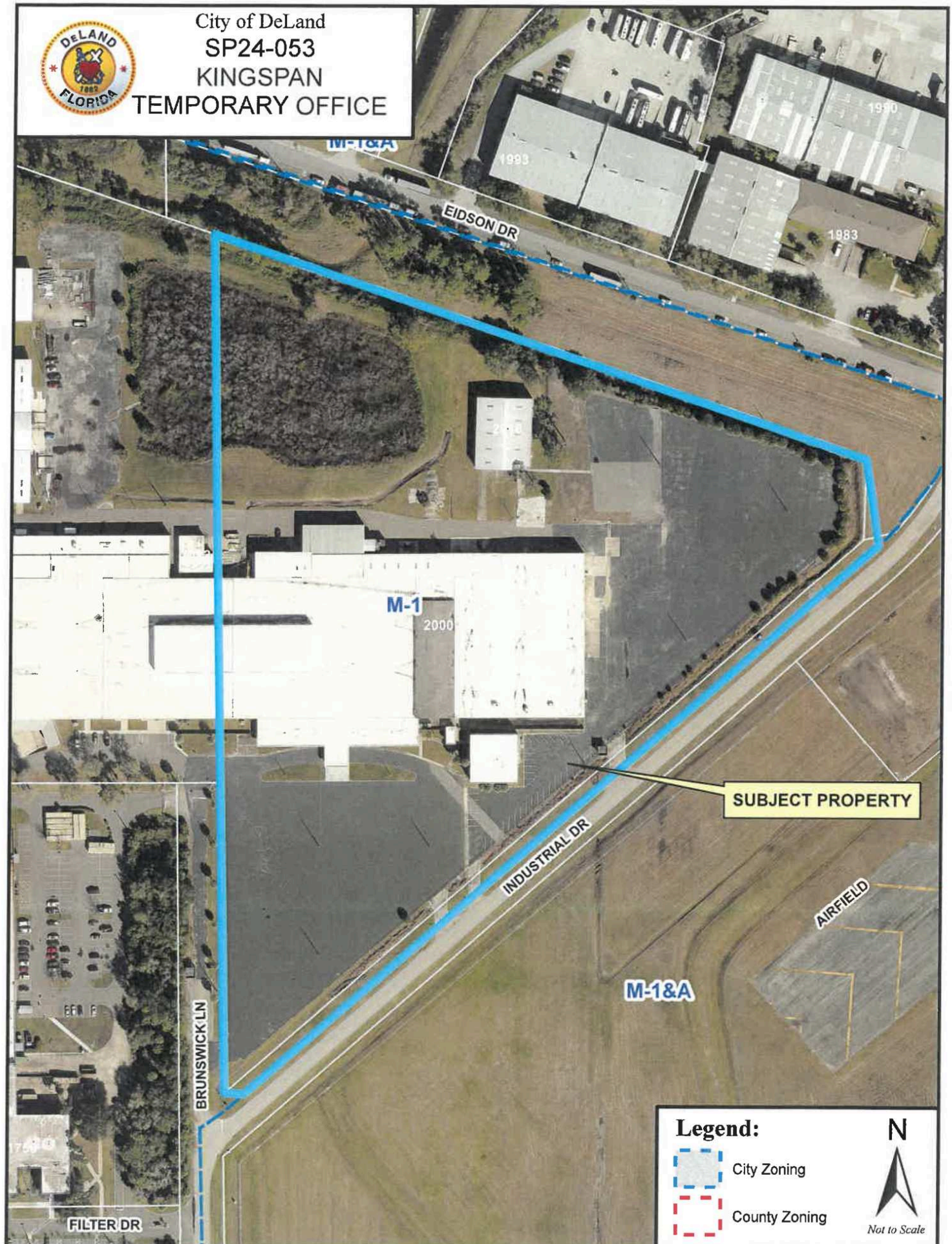
Discipline		Status	Type	Details	Attached To	Created By
Utilities	Draft	Note	Irrigation How will project be irrigated?		LA1	Scott Zender

NEW BUSINESS

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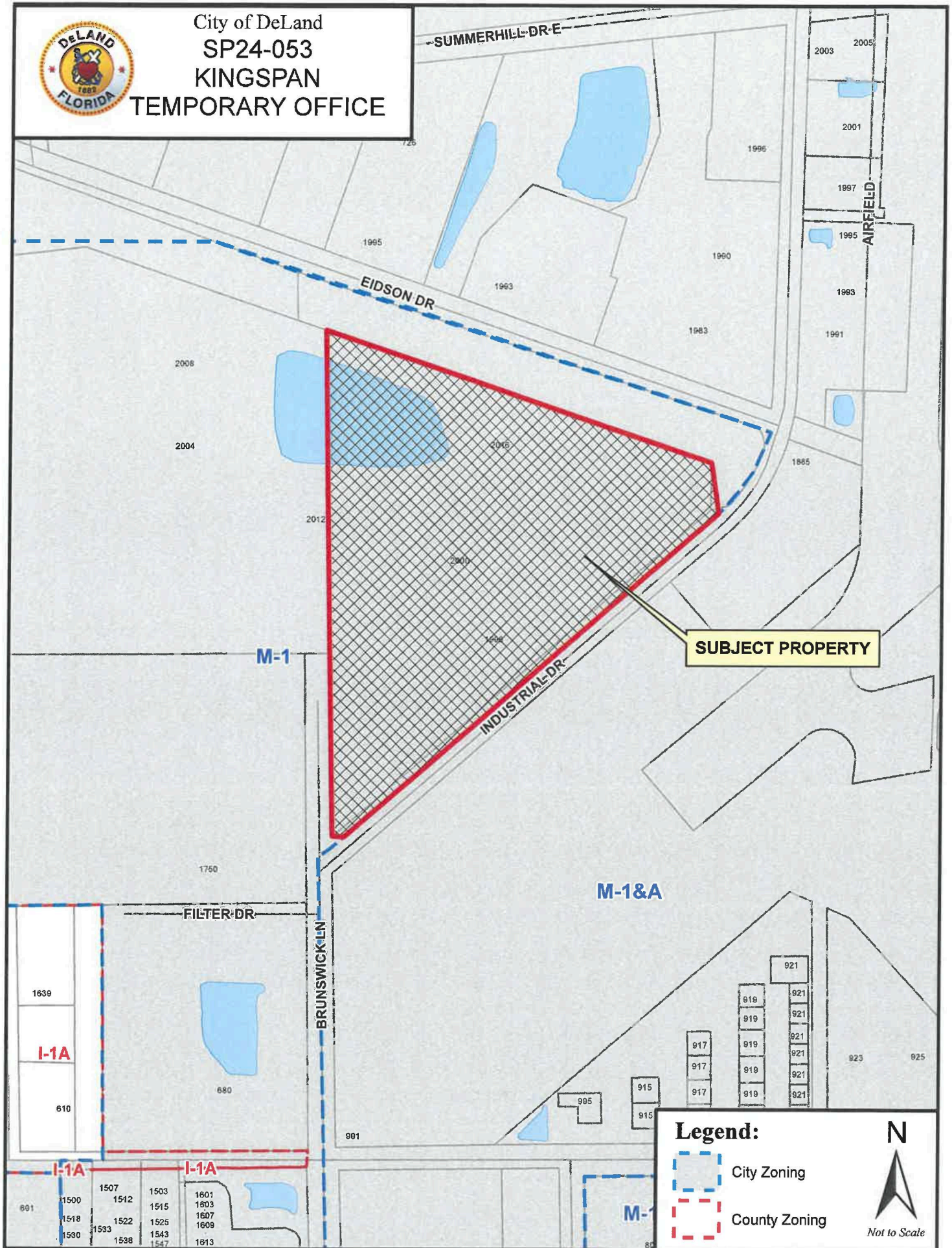


City of DeLand
SP24-053
KINGSPAN
TEMPORARY OFFICE





City of DeLand
SP24-053
KINGSPAN
TEMPORARY OFFICE



Issues for record SP24-053**Job Address: 1996 BRUNSWICK LN, DELAND FL 32724**

Job Description: Kingspan are in the Process of designing a renovation of its existing office facility. During Construction Employees will need to be relocated to a Temp office facility for 14-18 Months in a Permanent structure on the Cookies Campus. This will accommodate approx. 40 employees. Due to the office being smaller than the existing. There needs to be a temporary office Trailor added on the site. the office Trailor is 48' x 56' and will accommodate approx. 20 employees. The office Trailor will be required onsite for no longer than 18 months from date of installation.

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Fire	Draft	East Gate The gate on the east side of the site needs to be a Minimum of 16 ft for one way traffic, would prefer 20 ft if possible. Plan sent to me shows a 10 ft gate which is not wide enough.	T0	Jamie Lunsford	Jamie Lunsford	Yes
Planning	Draft	Site Lighting Is there any newly proposed site or parking lot lighting. If so, please show it on the plan and confirm that it conforms to Sec. 33-94.03. (g) of the code.	T0	Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Authorization of Property Owner Please provide notarized authorization from the property owner granting Kingspan the right to place the temporary office on this property.		Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Pedestrian Crossing Striping Will there be striping for pedestrian crossing to and from the parking lot?	T0	Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	Project Timeline Callout Please provide a note on the plan stating, "Temporary office to be removed within 18 months."	T0	Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	ADA Access Aisle Last comment from reviewer: The ADA access aisle is required to be 8' in width to accommodate van usage.	T0	Samuel Nelson	Samuel Nelson	Yes
Utilities	Draft	Show Connection How will the sewer and water be connected to trailer?	T0	Jim Alles	Jim Alles	Yes