



# Technical Review Committee

CITY OF DELAND  
THURSDAY OCTOBER 16, 2025 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 September 18, 2025 TRC Meeting Minutes

## D. NEW BUSINESS

1. **Applicant Name:** Karina Fournier – Anthemnet, Inc.  
**Project Name:** SP25-132 – Class II Site Plan for a communication tower  
**Project Location** 0.055 acres located at 1352 S Blue Lake Ave  
**Description:** 155' Monopine Tower  
**Project Manager:** Kendall Story
2. **Applicant Name:** Karina Fournier – Anthemnet, Inc.  
**Project Name:** MS25-133 – Minor Subdivision for Blue Lake Taylor Minor Subdivision  
**Project Location** 4.7 acres located at 1352 S Blue Lake Ave  
**Description:** Create lot 2,400 sf lot for a communication tower  
**Project Manager:** Kendall Story
3. **Applicant Name:** Willie Robinson – Robinson Signature Realty, LLC  
**Project Name:** SSB25-158 – Sketch Plan for Plexes Subdivide  
**Project Location** 2.17 acres located at 1500 S Adelle Ave  
**Description:** 3 Lot Subdivision  
**Project Manager:** Belinda Williams Collins
4. **Applicant Name:** Mark Watts – Cobb Cole  
**Project Name:** Z25-170 – Planned Development Amendment for DeLand Tech Park  
**Project Location** 146.97 acres located at 1465 Cassadaga Rd  
**Description:** PD amendment to add additional use  
**Project Manager:** Kendall Story
5. **Applicant Name:** Josh Sasouness– DeLand FL Property, LLC  
**Project Name:** FSB25-137 –Final Plat for McDonald Property Subdivision  
**Location** 18.388 acres located at 450 N McDonald Ave  
**Description:** 4 Lot Subdivision  
**Project Manager:** Kendall Story

6. **Applicant Name:** Ray Bahrami – City of DeLand  
**Project Name:** SP25-172 – Class II Site Plan for a Tennis and Pickleball Courts  
**Project Location** 15.38 acres located at 816 S Amelia Ave  
**Description:** David E. Disney Tennis Center and Pickleball Court expansion and upgrade  
**Project Manager:** Chris Carson/Kendall Story
7. **Applicant Name:** Rodolphe Brun – 3 DOT Realty  
**Project Name:** MS25-160 – Minor Subdivision for 2 parcels  
**Project Location** 0.65 acres located at 424 W Howry Ave  
**Description:** Create 2 parcels  
**Project Manager:** Sam Nelson

***E. ADJOURNMENT***

# OLD BUSINESS

1



**CITY OF DELAND  
TECHNICAL REVIEW COMMITTEE MEETING  
MEETING MINUTES  
THURSDAY, SEPTEMBER 18, 2025 - 1:30 P.M.  
CITY HALL**

OPENING OF MEETING:

Call to Order: **1:30 pm**

Members Present:

Carol Kuhn, Chairperson  
Debi Glick  
Kendall Story  
Chris Carson  
Kristian Logan  
Jim Ailes  
Scott Zender  
Mariellen Calabro  
Laureen Kornel  
Ray Bahrami  
Steven Danskine  
Quinten Donnellan

Staff Present:

John Eiff – Airport Manager  
Rick Hall – Parks and Rec. Director  
Eric Sampson – Utilities Engineer

OLD BUSINESS:

1. Review of September 18, 2025 TRC Meeting Minutes

*Steven Danskine to approve the minutes as presented,  
Jim Ailes seconded the motion.  
The TRC Committee voted unanimously in favor of motion.*

2. **Applicant Name:** Matt Stolz - DR Horton  
**Project Name:** PSB25-015 – Preliminary Plat for Beresford Reserve  
**Project Location:** 138.72 acres located at 800 E Beresford Ave

**Description:** 408 single-family residential lots with a clubhouse, pocket parks, and city park  
**Project Manager:** Chris Carson/Belinda Williams Collins

**Applicants Present:**  
None.

*Chris Carson moved to continue the application,  
Jim Ailes seconded the motion.  
The TRC Committee voted unanimously in favor of motion.*

NEW BUSINESS:

- 1. Applicant Name:** Parker Mynchenberg – Parker Mynchenberg & Associates  
**Project Name:** SP25-146 – Class II Site Plan for MT Propeller  
**Project Location:** 2.51 acres located at 1650 Old NDB Rd  
**Description:** 2-story building for the assembly and installation of aircraft propellers  
**Project Manager:** Chris Carson

**Applicants Present:**  
Peter Marshall – MT Propeller  
Scott McCarthy – Peck and Associates Construction  
Steve Buswell  
Keith Trace – Pibland

*Chris Carson moved to continue the application to the November 20<sup>th</sup> TRC providing revisions are received by October 24<sup>th</sup>,  
Steven Danskine seconded the motion.  
The TRC Committee voted unanimously in favor of motion.*

- 2. Applicant Name:** Haluk Kilic – Zev Cohen & Associates  
**Project Name:** PSB25-131 – Preliminary Plat for Orange Camp Commercial Phase 1  
**Project Location:** 11.06 acres located at 1600 Orange Camp Rd  
**Description:** Construction of multi-parcel subdivision with associated clearing, mass grading, utilities, access roadways, and a master stormwater system  
**Project Manager:** Chris Carson

**Applicants Present:**  
Madison Hazen – Zev Cohen  
Luke Kilic – Zev Cohen  
Mike Woods – Cobb Cole

*Chris Carson moved to continue the application,  
Jim Ailes seconded the motion.  
The TRC Committee voted unanimously in favor of motion.*

- 3. Applicant Name:** Eric Sampson – City of DeLand  
**Project Name:** SP25-147 – Class II Site Plan for Jackson Lane Memorial Park  
**Project Location:** 4 acres located at 720 N Frankfort Ave  
**Description:** Restroom & Pavilion Structure

**Project Manager:** Sam Nelson

**Applicants Present:**

Eric Sampson – City of DeLand, Engineer  
Rick Hall – City of DeLand, Parks and Rec. Director

*Chris Carson moved to conditionally approve the application, subject to all comments being satisfied,  
Ray Bahrami seconded the motion.*

*The TRC Committee voted unanimously in favor of motion.*

OTHER BUSINESS:

None.

ADJOURNMENT:

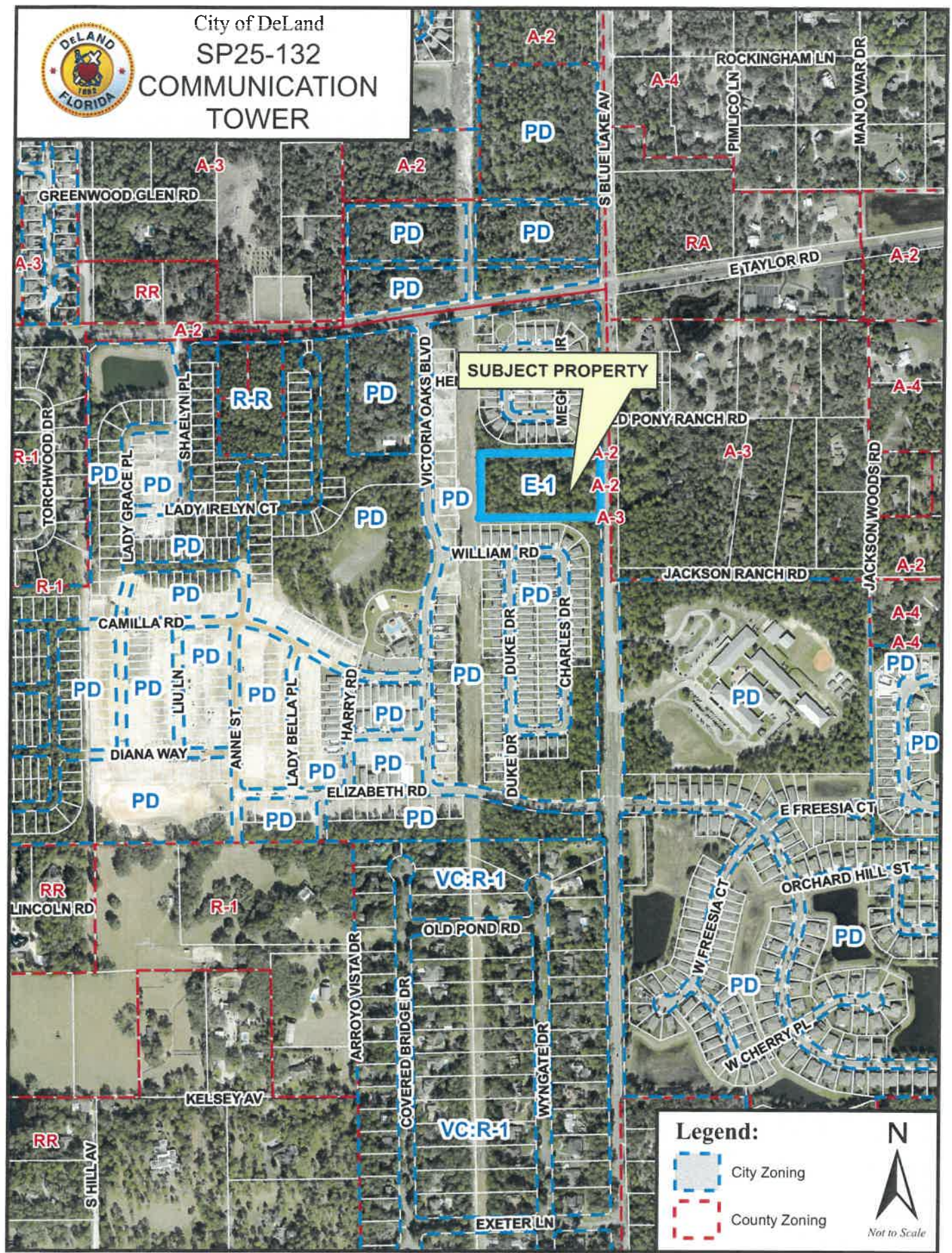
**2:54 pm**

# NEW BUSINESS

1



City of DeLand  
SP25-132  
COMMUNICATION  
TOWER



SUBJECT PROPERTY

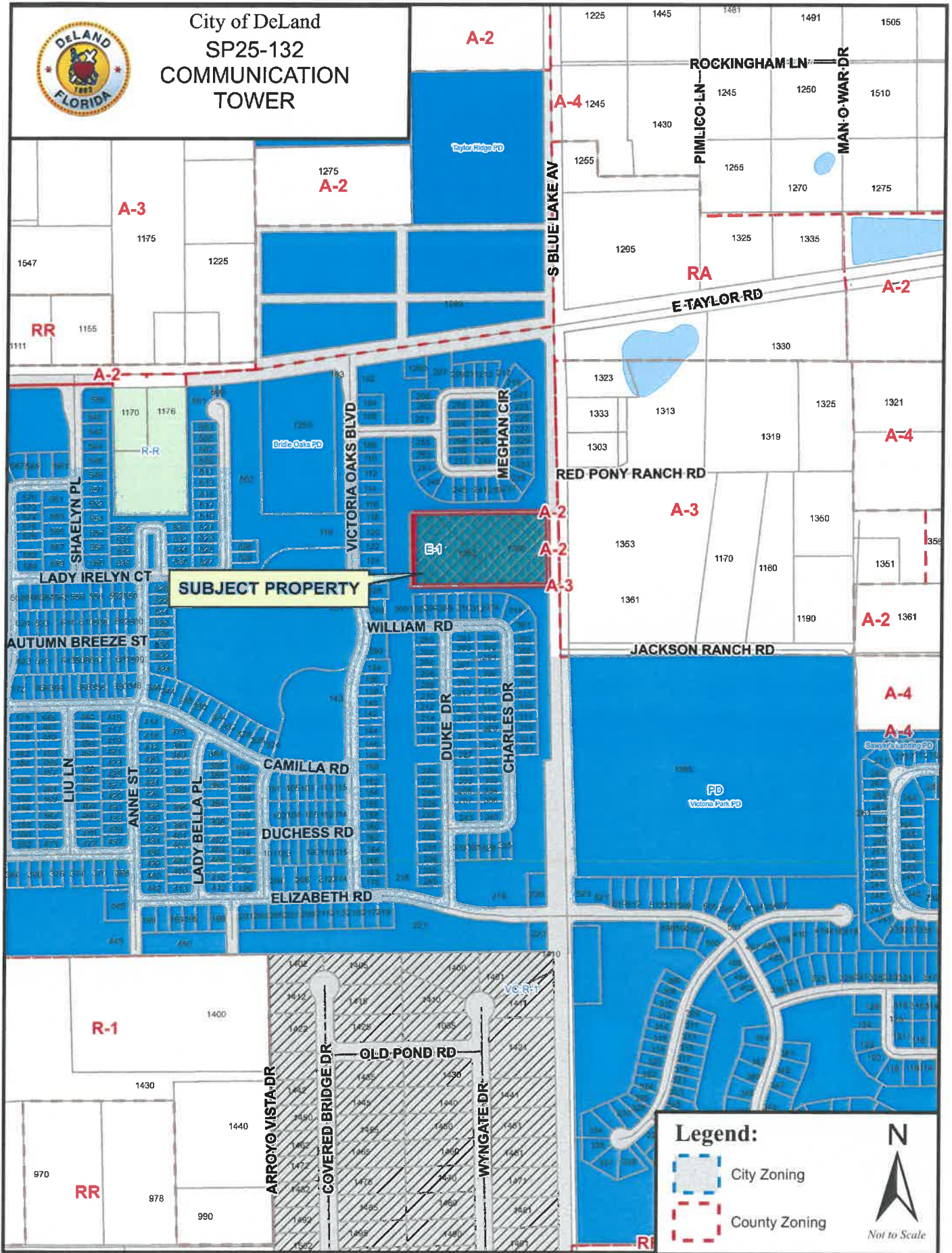
**Legend:**

- City Zoning
- County Zoning

N  
Not to Scale



# City of DeLand SP25-132 COMMUNICATION TOWER



**SUBJECT PROPERTY**

**Legend:**

- City Zoning
- County Zoning

**N**  
  
Not to Scale

**Issues for record SP25-132**

**Job Address: 1352 S BLUE LAKE AV, DELAND FL 32724**

**Job Description: To construct a new communications tower in accordance with Section 33-23 of the City of DeLand Land development code. The proposed tower would be 155 feet tall with a leased area for the locating of ground based communications equipment. A Minor Subdivision will accompany this tower request as well. Access will be via an existing entrance from S. Blue Lake Avenue and thru the existing church parking lot via an access easement to the proposed location for the tower.**

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Forestry	Draft	<p><b>Historic Trees</b> Verify if there are any historic trees: 1. Bald Cypress if 20" DBH or larger 2. Live oak and sand live oak if 25" or larger DBH 3. Red cedar if 25" or larger DBH and indicate if any historic trees will be removed/preserved. Existing historic trees shown to remain shall be protected during construction. Chain link fencing (min. 6' height) shall be installed at a distance of 1/2 x the dripline of all trees or tree groups to remain. Tree protection shall remain for the duration of construction. Non-historic protected trees to remain shall be protected in accordance with the City's standards and ordinances. The proposed project may impact several historic trees. Historic tree removals need to be reviewed by the Tree Advisory Committee and approved by the City Commission.</p>	C6-A	Laureen Kornel	Laureen Kornel	Yes
Forestry	Draft	<p><b>Specifications</b> Please revise the Plant Material List in accordance with the Florida Grades and Standards for Nursery Plants. Be sure to specify container size.  The minimum size for a Red Cedar is 3" caliper and 8' height with at least a 45-gallon container.</p>	L1	Laureen Kornel	Laureen Kornel	Yes
Forestry	Draft	<p><b>Cacluation</b> Please reference Section 336-57.005(b)(c) and (d) for tree replacement calculations instead of using the County's method.</p>	L1	Laureen Kornel	Laureen Kornel	Yes
Forestry	Draft	<p><b>Tree Replacement</b> In accordance with Section 33-57(b)(c) and(d) of the LDR, tree replacement requires 100% diameter replacement for historic trees if approved by City Commission, 1/2 diameter replacement for specimen trees and 1/3 diameter replacement for protected trees.</p>	C6-A	Laureen Kornel	Laureen Kornel	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Forestry	Draft	<b>Tree Identification</b> Identify all oaks 10" or greater by species.	C6-A	Laureen Kornel	Laureen Kornel	Yes
Forestry	Draft	<b>Tree Barricade Detail</b> Please use the City's Tree Barricade Detail (2024) which can be found at <a href="https://www.deland.org/DocumentCenter/View/2013/2023-Tree-Barricade-Detail">https://www.deland.org/DocumentCenter/View/2013/2023-Tree-Barricade-Detail</a>	C6	Laureen Kornel	Laureen Kornel	Yes
Forestry	Draft	<b>Legend</b> Use a legend to clarify the 15% Tree Protection Area and the Tree Protection Zone. If the TPA requirement has been met on the overall property (including the Church), please add a note indicating the TPA has been met.	L1	Laureen Kornel	Laureen Kornel	Yes
Forestry	Draft	<b>Tree Replacement Reserve Account</b> 1. Change "Tree Replacement Trust Account" to "Tree Replacement Reserve Account" and calculate the actual amount. 2. Change "County" to "City of DeLand".	L1	Laureen Kornel	Laureen Kornel	Yes
Forestry	Draft	<b>Fertilizing</b> The City does not recommend fertilizing at the time of planting unless soil testing indicates it would be necessary.	L1	Laureen Kornel	Laureen Kornel	Yes
Planning	Draft	<b>Tree Appearance</b> Please consider giving the "tree" a more natural appearance with varied branches/needles and a fuller, lush canopy.	C3	Kendall Story	Kendall Story	Yes
Planning	Draft	<b>Photometric Plan</b> Will there be any lighting? Please provide a photometric plan.	C2	Kendall Story	Kendall Story	Yes
Planning	Draft	<b>Site Data Table</b> This sheet should be your site plan. Please provide a site data table that outlines the lot size, setbacks, proposed impervious. Include the zoning (E-1) and the future land use (LDR)	C2	Kendall Story	Kendall Story	Yes
Planning	Draft	<b>Fence on C3 vs. C5</b> Sheet C5 calls out a PVC fence. Are there going to be two fences?	C3	Kendall Story	Kendall Story	Yes
Planning	Draft	<b>Required setbacks</b> Per Sec. 33-23.02 (o): the minimum setback shall be the limits of the fall zone of the tower or the minimum setback requirement for the applicable zoning district, whichever is greater. The zoning is E-1 which requires a front and rear setback of 30'. The side setback for the district is 15', however, the greater dimension is the 25' fall zone setback. Setbacks should be as follows: F: 30'	C2	Kendall Story	Kendall Story	Yes

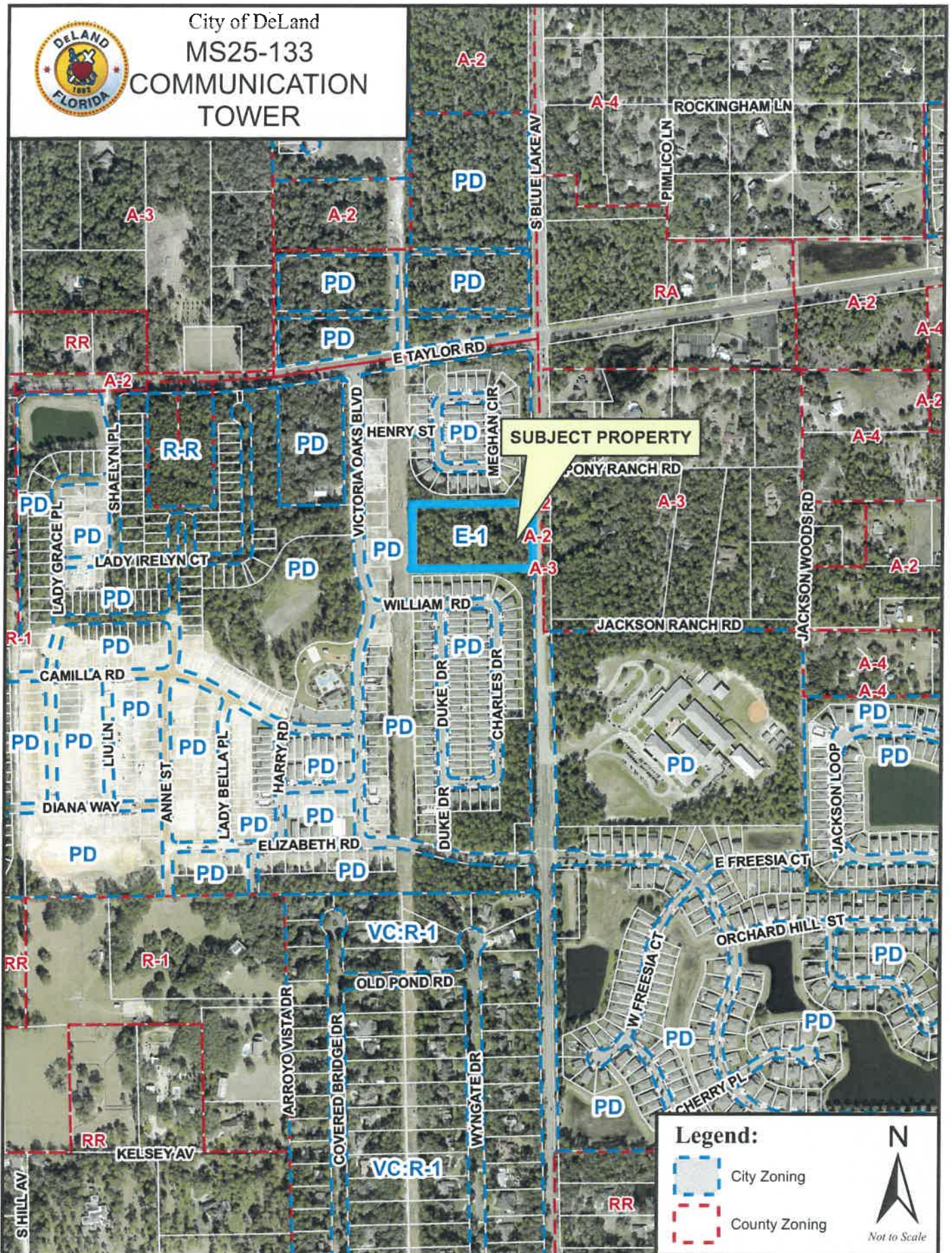
Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
		R: 30' S: 25'				
Planning	Draft	<b>Setbacks from new property line</b> Please provide the setbacks from the cell tower to the new property line boundaries.	C2	Kendall Story	Kendall Story	Yes
Planning	Draft	<b>Sec. 33-23.02 (a-t)</b> Please provide an outline that shows how you are meeting the requirements of Sec. 33-23.02 (a-t). Please address each item a-t individually.	C1A	Kendall Story	Kendall Story	Yes
Planning	Draft	<b>Type D Landscape</b> 1. "Industrial" adjacent to "educational" or "residential" uses requires a Type D landscape buffer. Please see Sec. 33-92.02(b). 2. Min. width of LS buffer is 30' for a Type D buffer. 3. Please calculate all plantings per 100 LF.	L1	Kendall Story	Kendall Story	Yes
Planning	Draft	<b>Easements</b> Please provide a copy of the access and utility easements referenced.		Kendall Story	Kendall Story	Yes
Planning	Draft	<b>Fence</b> Where will this PVC fence be located? The site plan and supporting documents mention a chain link fence. Chain link fencing is not permitted. All ground-based equipment must be screened.	C5	Kendall Story	Kendall Story	Yes
Planning	Draft	<b>Height 155' or 165'?</b> Is it 155' or 165' tall? It says otherwise in the ESA report.	T1	Kendall Story	Kendall Story	Yes
Utilities	Draft	<b>Well</b> Reclaim water should be used instead of well water.	L2	Jim Alles	Jim Alles	Yes
Utilities	Draft	<b>Irrigation Well</b> Reclaim Water is available on Blue Lake and should be used for irrigation instead of a well.	C2	Jim Alles	Jim Alles	Yes

# NEW BUSINESS

2



City of DeLand  
MS25-133  
COMMUNICATION  
TOWER



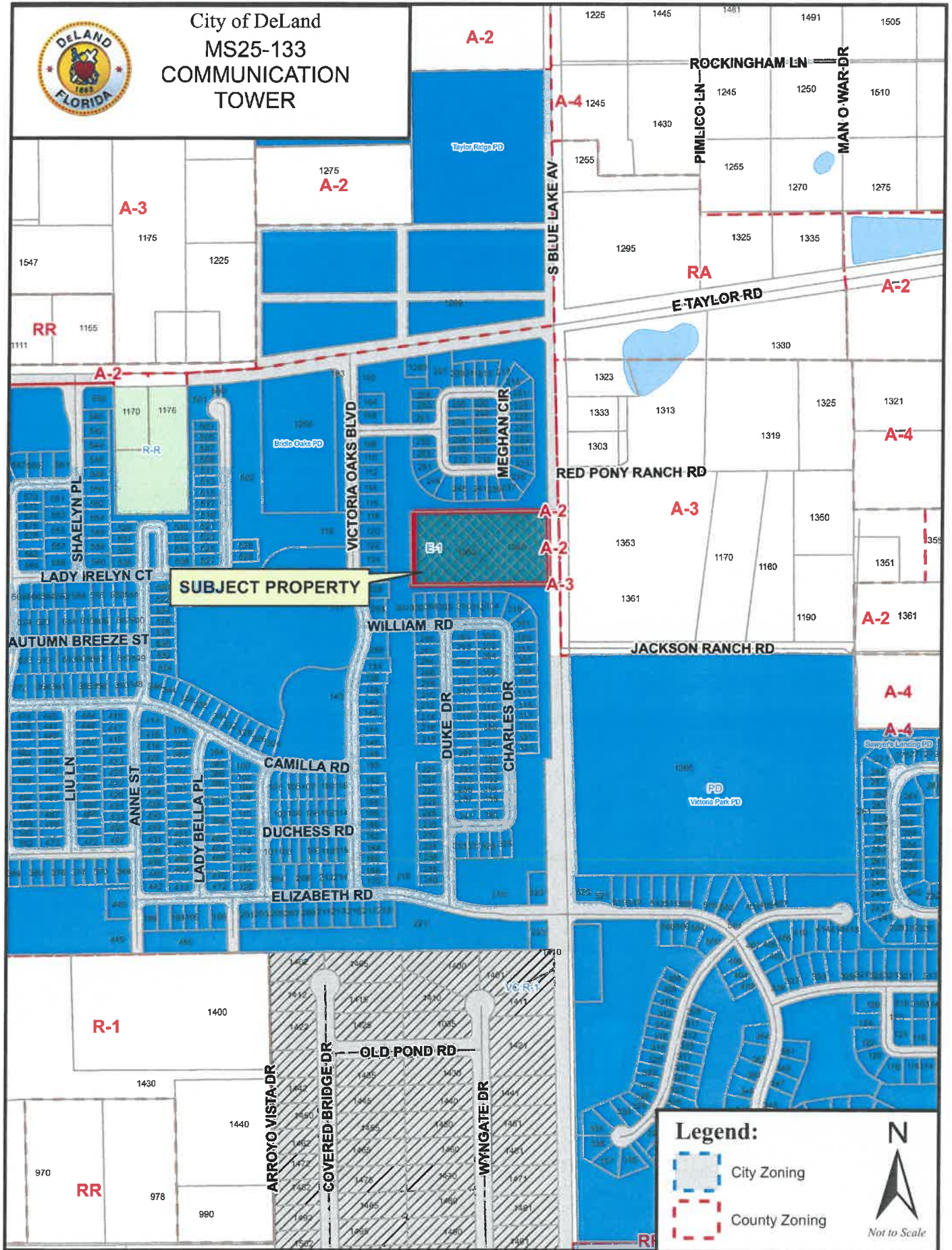
**Legend:**

- City Zoning
- County Zoning

**N**  
  
Not to Scale



# City of DeLand MS25-133 COMMUNICATION TOWER



**Legend:**

- City Zoning
- County Zoning

**N**

Not to Scale

**Issues for record MS25-133**

**Job Address: 1352 S BLUE LAKE AV, DELAND FL 32724**

**Job Description: Requesting a minor subdivision as part of a request to obtain approval to construct a 155' tall communications tower and related ground equipment to be placed within a leased area on property where an existing church use is located.**

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Forestry	Draft	<b>Tree Survey</b> Prior to subdivision approval, a Tree Survey showing all specimen and historic trees is required.	E-Signed Blue Lake Taylor Lot Split Survey 061725.pdf	Laureen Kornel	Laureen Kornel	Yes
Planning	Draft	<b>DeLand is misspelled</b> DeLand is misspelled in a couple places. Please see clouding.	E-Signed Blue Lake Taylor Lease Area Survey 061825.pdf	Kendall Story	Kendall Story	Yes
Planning	Draft	<b>Name of Project</b> Please provide a title or name for the project on the cover sheet.	E-Signed Blue Lake Taylor Lot Split Survey 061725.pdf	Kendall Story	Kendall Story	Yes
Planning	Draft	<b>Lot size</b> There are multiple locations where the lot split is stated as being 52'x120', but the new lot is 60'x120'. Please clarify.	E-Signed Blue Lake Taylor Lot Split Survey 061725.pdf	Kendall Story	Kendall Story	Yes
Planning	Draft	<b>Note 9</b> Surveyor's Notes #9: the note is regarding a ROW easement states that the lot split "affects the parent tract.". Please provide more information.	E-Signed Blue Lake Taylor Lot Split Survey 061725.pdf	Kendall Story	Kendall Story	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Planning	Draft	<p><b>Note acreage</b> Please note the acreage of the Parent Tract and the acreage of the Remaining Parent Tract.</p>	E-Signed Blue Lake Taylor Lot Split Survey 061725.pdf	Kendall Story	Kendall Story	Yes
Planning	Draft	<p><b>Easement</b> A cross-access easement must be provided, showing dimensions.</p>	E-Signed Blue Lake Taylor Lot Split Survey 061725.pdf	Kendall Story	Kendall Story	Yes

# NEW BUSINESS

3



City of DeLand  
SSB25-158  
PLEXES  
SUBDIVISION SKETCH



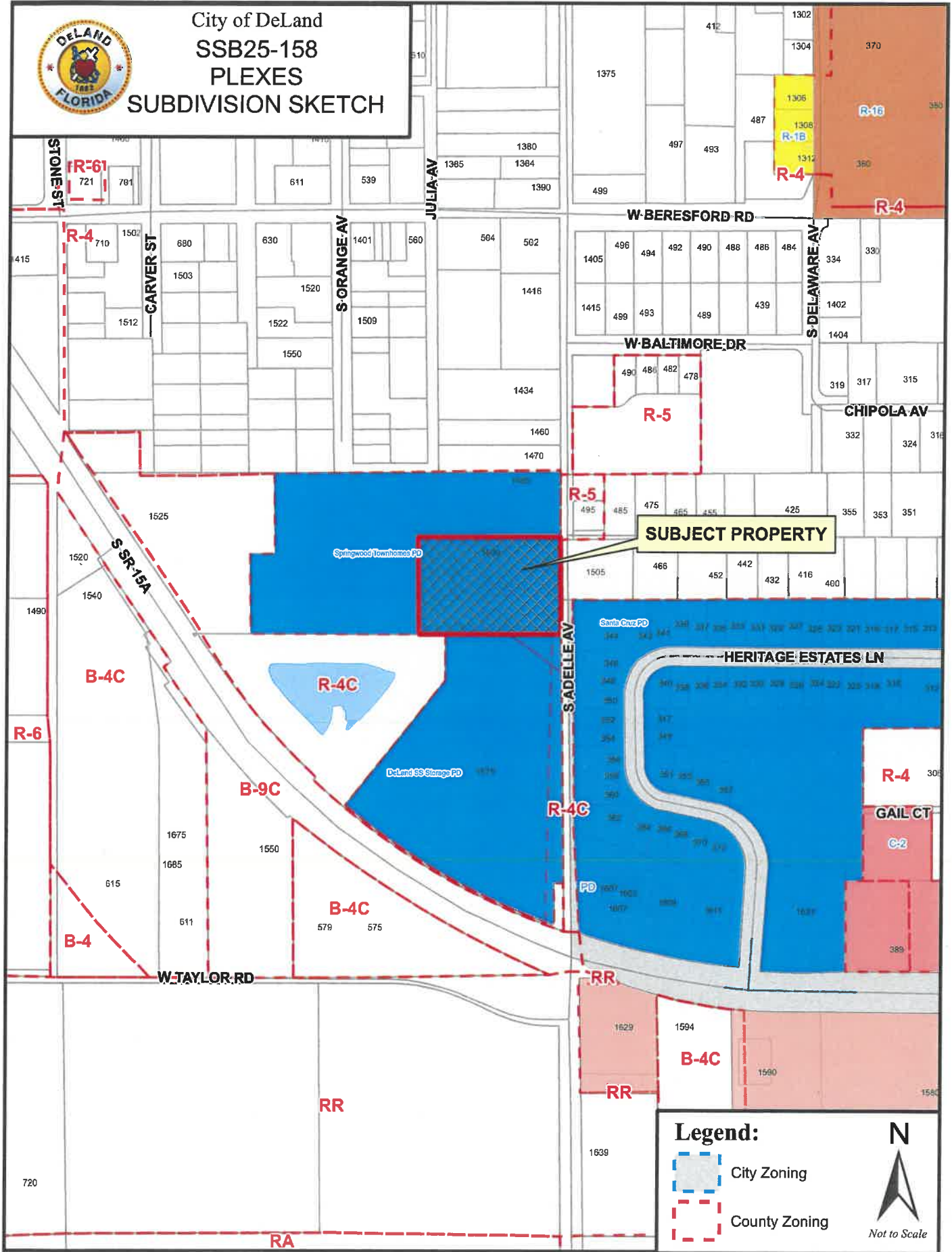
**Legend:**

- City Zoning
- County Zoning

Not to Scale





City of DeLand  
SSB25-158  
PLEXES  
SUBDIVISION SKETCH



**SUBJECT PROPERTY**

**Legend:**

-  City Zoning
-  County Zoning



**Issues for record SSB25-158**

**Job Address: 1500 S ADELLE AV, DELAND FL 32720**

**Job Description: We respectfully submit this request for approval of a proposed subdivision of a 2.17-acre parcel located within the City of DeLand. The intent of this project is to divide the existing parcel into three separate lots as follows: Lot 1: Approximately 0.50 acres Lot 2: Approximately 0.50 acres Lot 3 (Remaining Parcel): Approximately 1.17 acres The subdivision is designed to support future residential development consistent with the zoning and land use regulations of the City. All proposed lots will meet or exceed the minimum lot size requirements and will have appropriate access to public utilities and roadways. No changes to existing infrastructure are anticipated at this time, and the subdivision will maintain compatibility with surrounding properties. We appreciate the City's consideration of this application and look forward to working collaboratively to ensure compliance with all applicable codes and ordinances.**

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Engineering	Draft	<b>Stormwater Retention</b> Section H. Stormwater Drainage. Include the language that the stormwater treatment system shall retain the 100 year, 24 hour storm event prior to discharge.	Springwood Townhomes PD Agreement (PDF).pdf	Steven Danskine	Steven Danskine	Yes
Forestry	Draft	<b>Historic Tree Survey</b> Please provide an historic tree survey or a not on the plan that there are no historic trees.	SHEET 2_SKETCH	Laureen Kornel	Laureen Kornel	Yes
Planning	Draft	<b>Violation of PD agreement</b> Based on the Planned Development (PD) Agreement, this property shall maintain unified ownership of the subject parcels until after issuance of a Final Development Order Plat(s). Since no development has taken place on this property, and no development order has been issued, the sale of the property created a violation of the PD Agreement and both owners will be required to resolve the issue in order to avoid code enforcement action. The PD agreement will need to be re-written, which constitutes a rezoning, and a new zoning designation applied to both portions of the property, prior to any action dividing the single-family/tract parcel into 3 lots.		Belinda Collins	Belinda Collins	Yes
Planning	Draft	<b>Sketch plat</b> 1. Once the appropriate zoning has been established for this site, the sketch plat is to be followed by a preliminary plat and conclude with a final plat. 2. Verify the type of housing this proposal seeks to develop – single-family or multi-family. The PD agreement references one single-family unit. 3. An analysis of environmental resources and issues on the site are required i.e. existing	SHEET 2_SKETCH	Belinda Collins	Belinda Collins	Yes

**Discipline Status Details**

Attached To Created By Last Updated By Modifications Required

vegetation – historic and specimen trees, proposed TPA, wildlife, topography, wetlands etc. Mitigation measures will be required to address these issues.  
 4. Identify any phasing that will take place.  
 5. Provide a tree survey, tree worksheet and landscape plans.  
 6. Include the zoning designation of the property.  
 7. Include the total area of lot to be subdivided and the area and dimensions of the proposed lots.  
 8. Include stormwater ponds/tracts for the proposed use.  
 9. FYI - Within the City limits of DeLand, no burning of land clearing debris is allowed and the preliminary and final plats shall contain statements stating that.

**PD requirements**

This property is zoned "Springwood Townhome PD" and the following issues are raised:  
 a. This tract is shown on the PD Exhibit B to be developed as one single family residential tract.  
 b. The PD was approved on 12/4/2006 and allows the CC to rezone if no DO (Development Order) is issued after 5 years. The deadline expired 14 years ago.  
 c. Construction was to commence within 3 years of approval of a DO. No DO has been approved.  
 Review and approval of a sketch plan will first require a rezoning of the PD to change the requirement that the tract be developed for single family use. The new development standards should be based on the subdivision proposal presented in this application.

**Lift Station**

On the 1 acre lot the city owns a Lift Station and easement that was granted to us. Those need to be shown and reserved. Also all three lots would have been served by the lift station had the project been built. Sewer and water should be required to be serve these three lots. This are in the Volusia Blue BMAP AREA for septic tank retrofit.

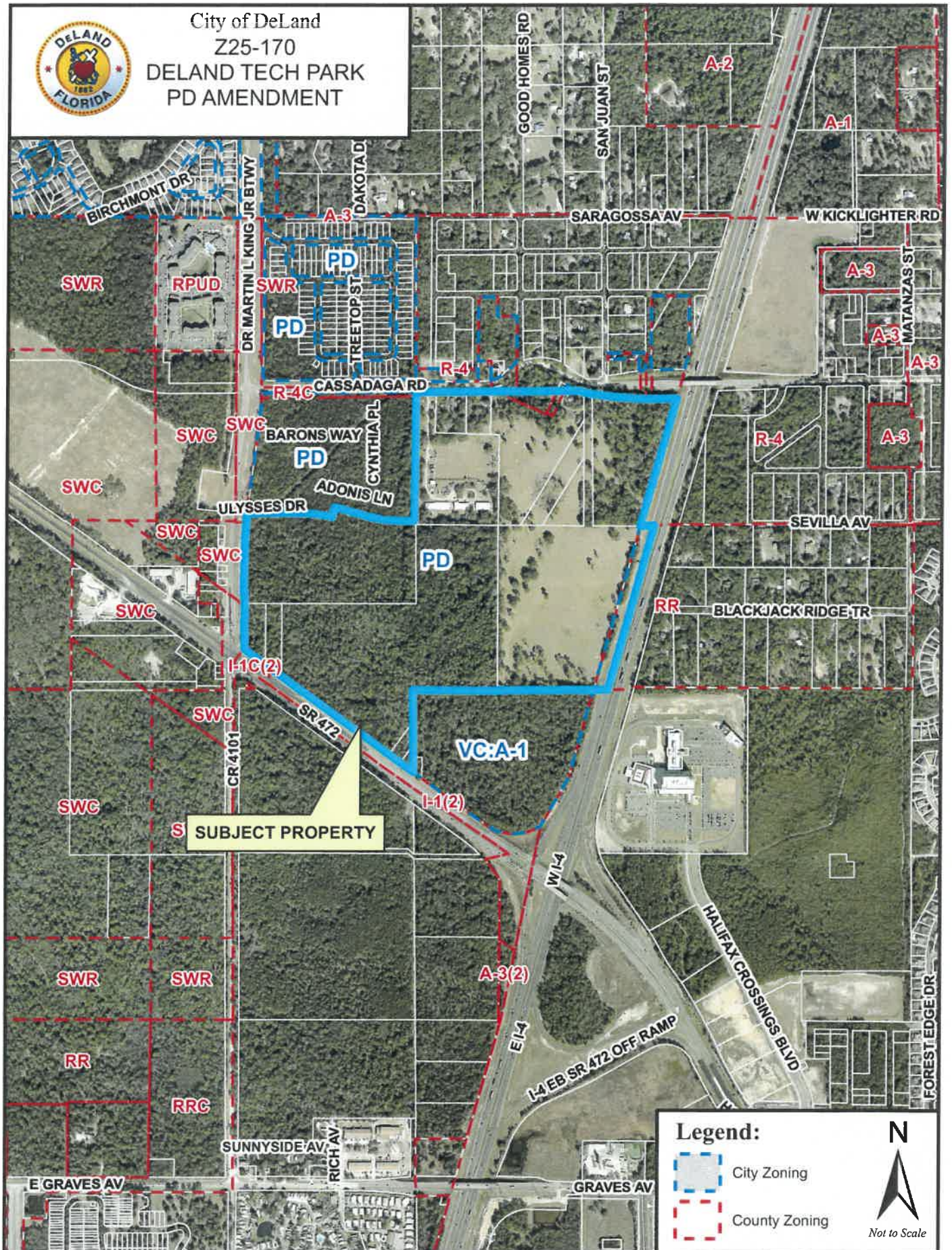
Planning	Draft	SHEET 2_SKETCH	Belinda Collins	Belinda Collins	Yes
Utilities	Draft	SHEET 2_SKETCH	Jim Ailes	Jim Ailes	Yes

# NEW BUSINESS

4



City of DeLand  
Z25-170  
DELAND TECH PARK  
PD AMENDMENT



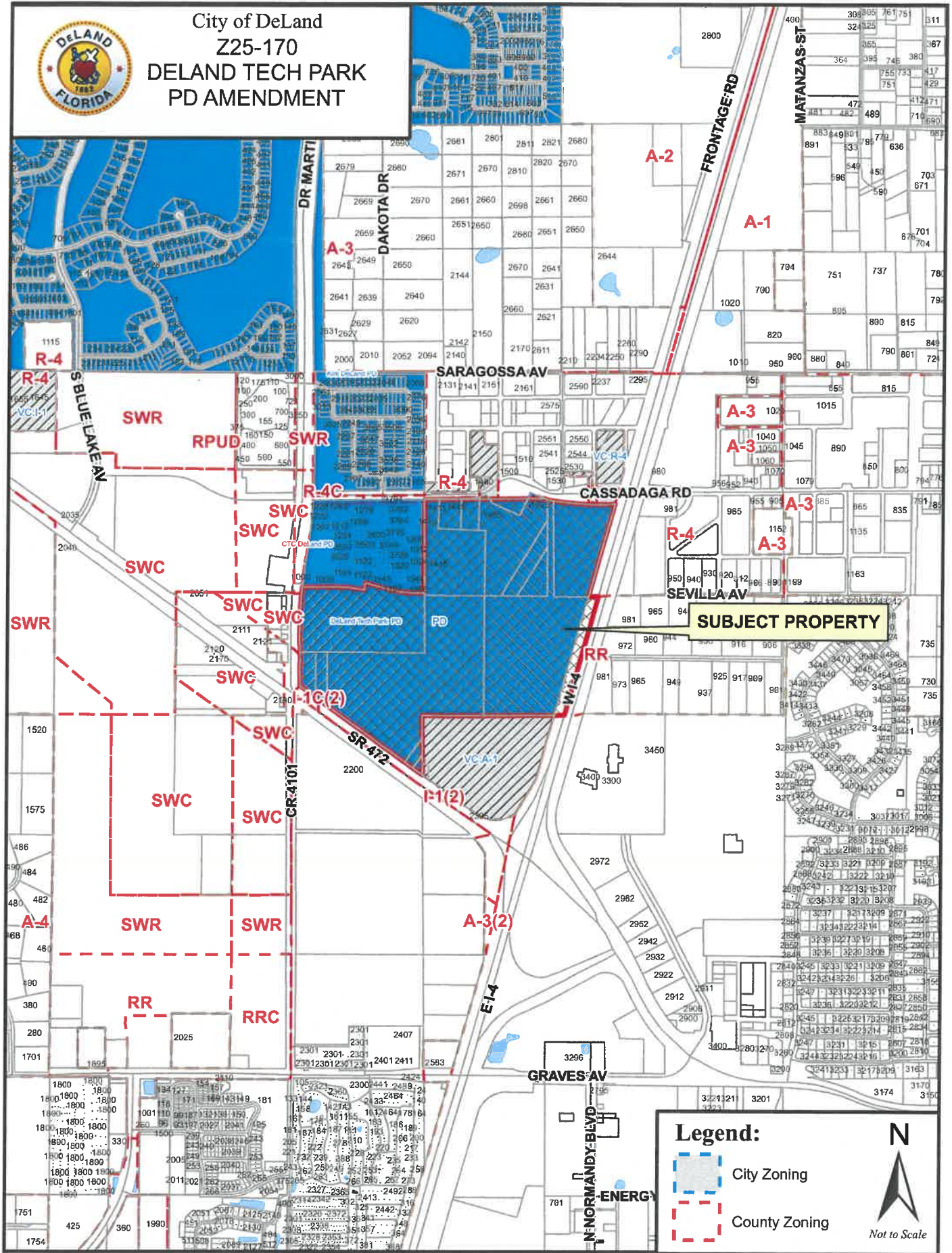
**Legend:**

- City Zoning
- County Zoning

**N**  
  
Not to Scale



City of DeLand  
Z25-170  
DELAND TECH PARK  
PD AMENDMENT



**Legend:**

- City Zoning
- County Zoning

**Legend:**

- N
- Not to Scale*

**Issues for record Z25-170**  
**Job Address: 1445 CASSADAGA RD, DELAND FL 32724**  
**Job Description: To amend the DeLand Tech Park PD Agreement to add/include certain commercial uses**

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Planning	Draft	<p><b>Legal Description</b>            The legal description that was uploaded differs from the most current description that was approved with the 1st amendment. Please add the correct description as an attachment to the proposed 2nd amendment agreement. It should be for 143.795 acres.</p>		Kendall Story	Kendall Story	Yes

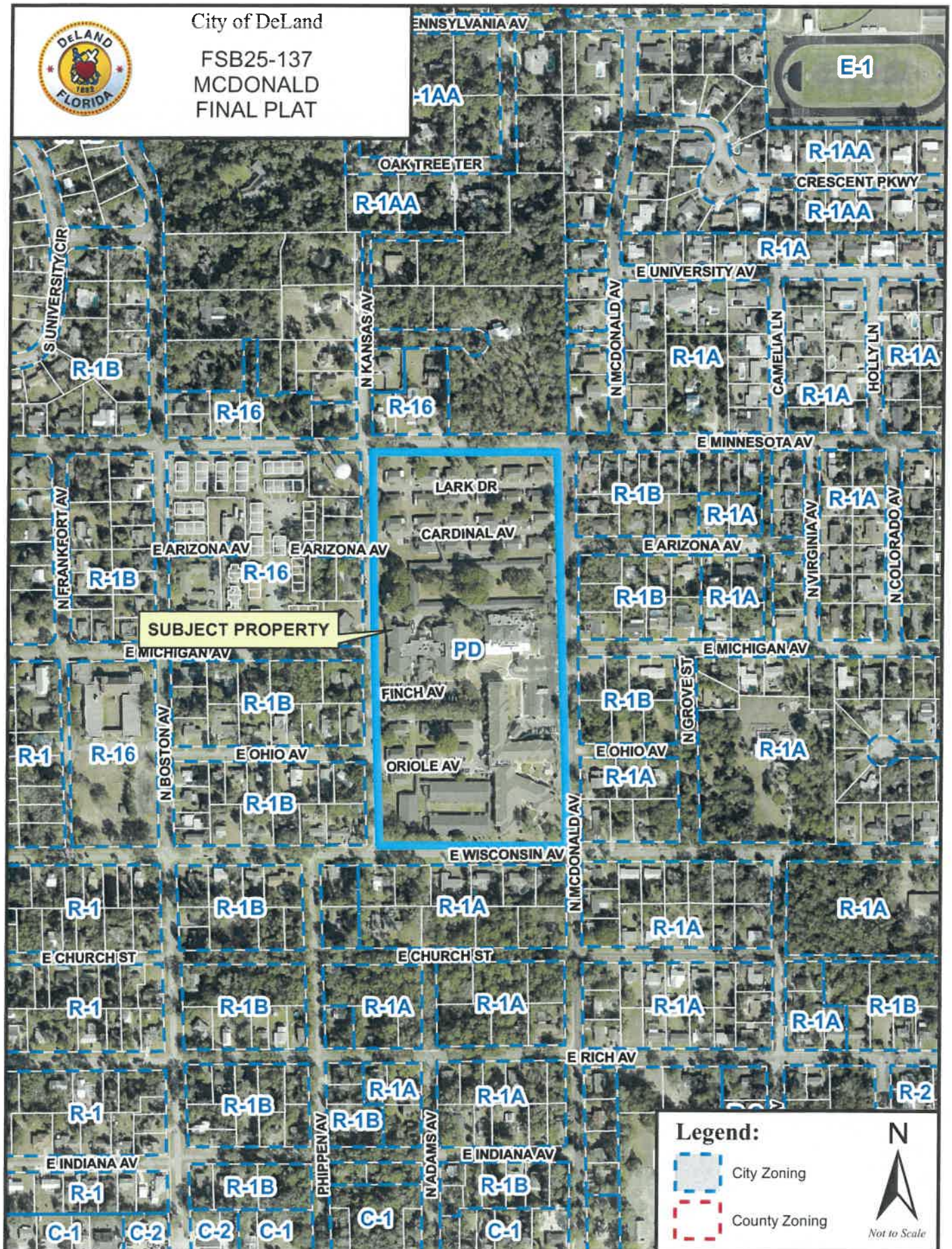
# NEW BUSINESS

5



City of DeLand

FSB25-137  
MCDONALD  
FINAL PLAT





**Issues for record FSB25-137**

**Job Address: 450 N MCDONALD AV, DELAND FL 32724**

**Job Description: seeking final plat approval consistent with the provisions of the DeLand McDonald Property Planned Development agreement which was adopted by Ordinance 2025-07.**

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Forestry	Draft	<b>Tree Protection Area</b> Any future development plans will need to show the required 15% Tree Protection Area.	SUBDIVISION PLAT	Laureen Kornel	Laureen Kornel	No
Planning	Draft	<b>PD Recordation</b> Has the PD agreement been recorded? It must be recorded prior to approval of this plat.		Kendall Story	Kendall Story	Yes
Planning	Draft	<b>Easements</b> Cross access and parking easements should be provided.	SUBDIVISION PLAT	Kendall Story	Kendall Story	Yes
Planning	Draft	<b>Dedication</b> The dedication block needs to state that the streets are privately owned and maintained by the owner.	SUBDIVISION PLAT	Kendall Story	Kendall Story	Yes

# NEW BUSINESS

6



City of DeLand

# TENNIS & PICKLEBALL COURT EXPANSION



SUBJECT PROPERTY

**Legend:**

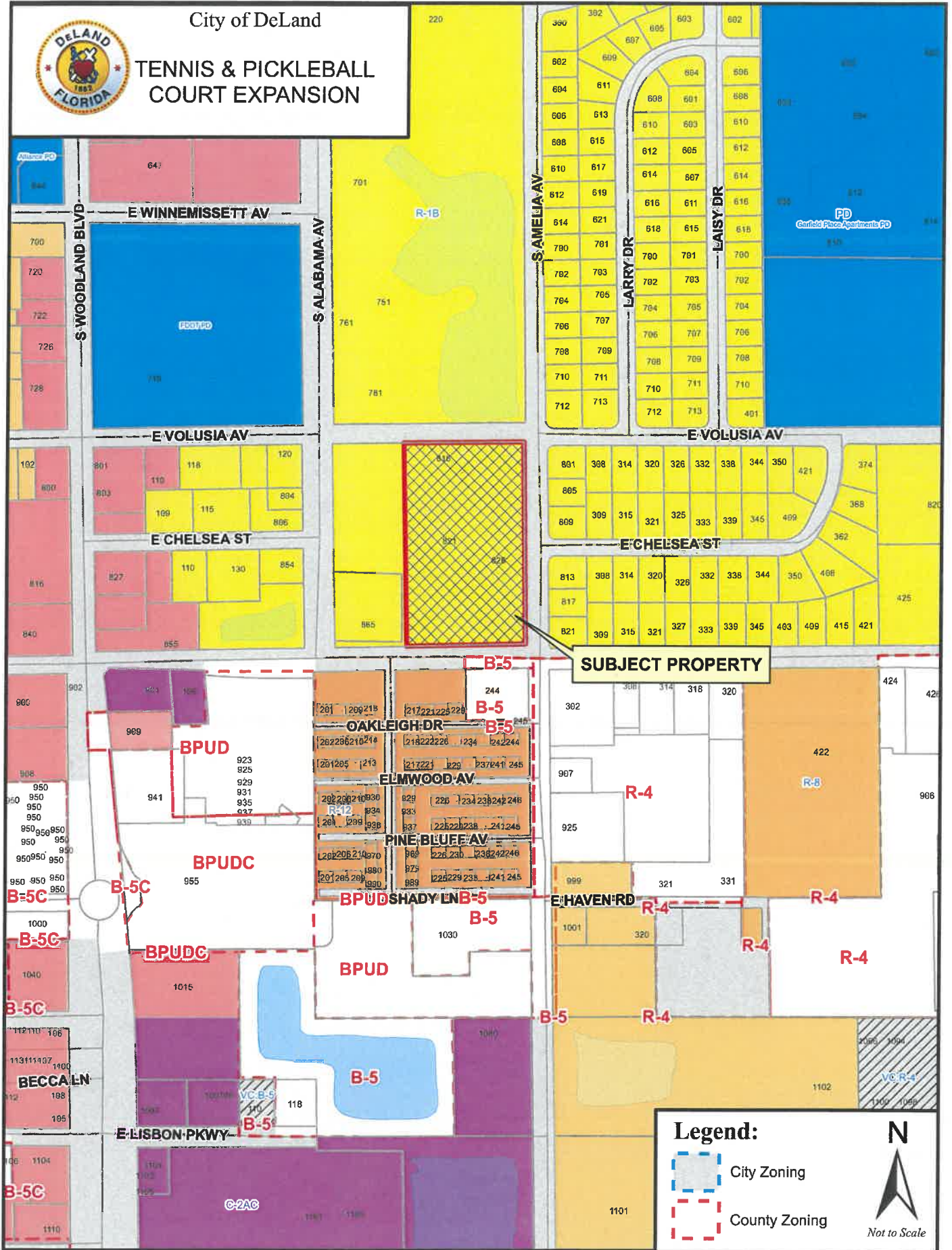
- City Zoning
- County Zoning

**N**  
  
Not to Scale



City of DeLand

# TENNIS & PICKLEBALL COURT EXPANSION



**SUBJECT PROPERTY**

### Legend:

- City Zoning
- County Zoning



**Issues for record SP25-172**  
**Job Address: 816 S AMELIA AV, DELAND FL 32724**  
**Job Description: Upgrade and expansion of existing recreation facility.**

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Planning	Draft	<b>Lighting</b> Provide dark sky compliant lighting to prevent illumination onto surrounding residential. Provide downward directed and/or glare guards.	L-5.01	Christopher Carson	Christopher Carson	Yes
Planning	Draft	<b>Traffic</b> Add a note indicating the number of projected trips. A public park generates 0.78 trips per acre. (ITE 11th edition, use code 411). Pickleball/Tennis Court generates 30.32 daily trips/court. (ITE 11th edition, use code 490).	G-0	Christopher Carson	Christopher Carson	Yes
Planning	Draft	<b>Landscape Plan</b> In lieu of a full landscape plan, provide note and callouts on plan exhibit sufficient enough to indicate planting schedule for any proposed plantings. Native plantings preferred.	L-1.03	Christopher Carson	Christopher Carson	Yes
Planning	Draft	<b>Sheet L-1.0X</b> Did not see this sheet in the submittal.	L-1.01	Christopher Carson	Christopher Carson	Yes
Planning	Draft	<b>Tree Removal</b> Please confirm no trees are being removed as part of project. If so, add note to plan exhibit that no trees are being removed.  The City has a GIS layer for existing trees in the park. Please reach out to Aaron Schmoeyer (schmoeyera@deland.org) to obtain this.	C-2	Christopher Carson	Christopher Carson	Yes
Planning	Draft	<b>Tree Protection Area</b> Fifteen percent of the square footage of any new development shall be designated for the protection of trees.  By approval of a site plan for redevelopment sites, requirements for tree protection areas may be modified or waived if it is determined that it is impractical to establish a tree protection area.	G-0	Christopher Carson	Christopher Carson	Yes
Planning	Draft	<b>Bicycle Parking</b> Provide 2 bicycle parking spaces.	L-1.01	Christopher Carson	Christopher Carson	Yes
Planning	Draft	<b>Parking Space Typical Detail</b> Provide a typical detail if new parking spaces or changes to the existing lot are proposed within project area.	G-0	Christopher Carson	Christopher Carson	Yes
Planning	Draft	<b>Plan Exhibit</b> Please provide a plan exhibit which shows the project area with clearly defined	G-0	Christopher Carson	Christopher Carson	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
		<p>boundaries (should match survey). Project location boundary on cover sheet should match.</p> <p>On the plan exhibit, please:</p> <ul style="list-style-type: none"> <li>-show the proposed structure footprint, with setback dimensions and building dimensions</li> <li>- show proposed vehicular and pedestrian circulation as applicable. Also show areas designated for off-street parking if within limits of project area. If no changes, add a note that there will be no changes to circulation.</li> <li>- Provide the number of required parking spaces. (2 spaces per court + required parking for additional uses on project area) Add note that existing parking lot is being used to meet.</li> <li>-Provide percentages and sq.ft./acreage of areas allocated to impervious area, building, sidewalk, open space, etc.</li> <li>Add note if no changes to existing impervious.</li> </ul>				
Planning	Draft	<p><b>Cover Sheet</b> Please provide the following on the cover sheet:</p> <ul style="list-style-type: none"> <li>-size of project area in acreage and square feet.</li> </ul>	G-0	Christopher Carson	Christopher Carson	Yes
		<p><b>Landscape Buffer</b> Community parks when adjacent to residential land uses, the parking areas of community parks shall have at least a Class B* landscape buffer.</p> <p>***Depending on project boundary on plan exhibit, may not be applicable.</p> <p>All redevelopment projects that require a Class I, II or III site plan shall be required to meet the buffer requirements of section 33-92 to the fullest extent possible. Due to site limitations, the technical review committee, planning board or city commission, depending on the type of site plan, may allow modifications that still meet the intent of the regulations.</p> <p>Given the existing conditions of OH powerlines and existing infrastructure along the eastern project boundary, it seems reasonable to reduce and/or eliminate the buffer. Do consider planting a combination of native shrubs, perennials, and understory trees if possible.</p>				
Planning	Draft		G-0	Christopher Carson	Christopher Carson	Yes
Utilities	Draft	<p><b>Reclaim Replacement</b> This replacement will need to be coordinated with utilities. It feeds water to Conrad and the North Stone Storage and Pump Station. It cannot be off for long or multiple customers will be without water. Also this needs to be covered by the project budget.</p>	C-7	Jim Alles	Jim Alles	Yes
Utilities	Draft	<p><b>ARV</b> This ARV is a 1" tap off of the 18" reclaim line and dose not continue north as shown on</p>	C-7	Jim Alles	Jim Alles	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Utilities	Draft	<b>RCW Pipe</b> This is not a utility line and must be a sprinkler main for Parks/ Rec.  survey and plans. It heads south to the Wiley M. Nash WWTP.	C-7	Jim Ailes	Jim Ailes	Yes
Forestry	Draft	<b>Historic Trees</b> If there are no historic trees, please add a note saying on the Landscape Plan	G-0	Laureen Kornel	Laureen Kornel	Yes
Forestry	Draft	<b>Project Address</b> Add the project address in the title of the cover sheet.	G-0	Laureen Kornel	Laureen Kornel	Yes
Forestry	Draft	<b>Irrigation Plan</b> Provide and Irrigation Plan.	G-0	Laureen Kornel	Laureen Kornel	Yes
Forestry	Draft	<b>Landscape Plan</b> Provide a Landscape Plan in accordance with Section 333-57.	G-0	Laureen Kornel	Laureen Kornel	Yes
Forestry	Draft	<b>Tree Survey</b> Provide a tree survey identifying the tree species and provide the corresponding DBH for each tree.	G-0	Laureen Kornel	Laureen Kornel	Yes
Forestry	Draft	<b>Project Area (sq. ft.)</b> Please clarify the defined project area (sq. ft.). The defined area is needed to calculate the required minimum coverage and the required tree protection area.	G-0	Laureen Kornel	Laureen Kornel	Yes
Forestry	Draft	<b>Tree Worksheets</b> Please provide Tree Worksheets which can be downloaded from the city's website at the following website. <a href="https://www.deland.org/441/Tree-Permitting">https://www.deland.org/441/Tree-Permitting</a>	G-0	Laureen Kornel	Laureen Kornel	Yes
Forestry	Draft	<b>General Comment</b> Based on the data provided, there is not sufficient information to adequately review the tree replacement/landscaping requirements for the project.	G-0	Laureen Kornel	Laureen Kornel	No
Engineering	Draft	<b>Storm Piping</b> It is unclear how the swales and yard drains are intended to be constructed. Please provide details.	C-5	Steven Danskine	Steven Danskine	Yes
Engineering	Draft	<b>Legend</b> It is difficult to determine what information the various hatch patterns and shading are intended to convey. Perhaps more call-outs or a legend would provide clarity.	C-5	Steven Danskine	Steven Danskine	Yes
Engineering	Draft	<b>Parking Area</b> 1. The existing parking area is in poor condition with multiple birdbaths. Suggest milling and resurfacing the entire parking area. 2. Provide parking lot striping to include handicapped parking spaces and signage.	C-5	Steven Danskine	Steven Danskine	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
------------	--------	---------	-------------	------------	-----------------	------------------------

**Cross Section & Slopes**

1. Although Cross Section 1/C-5 is not to scale, it appears that the 4:1 (H:V) slope is steeper than the 3:1 slope.
2. The maximum slope allowed on grassed slopes is 4:1.
3. Having a flow arrow with a negative slope callout is confusing.
4. Why are there different slopes called out on the pickleball courts?
5. Please clarify the stone hatch pattern in Cross Sections 2/C-5 and 3/C-5. What is intended to be constructed?

Engineering Draft

Steven Danskine Yes

Steven Danskine

C-5

**Drainage**

1. Flow arrows and proposed elevations indicate that stormwater is directed away from the swales.
2. In my limited research and experience, tennis courts are generally graded across the court, or along the court in two planes so that one player isn't nearly a foot lower than the other.

Engineering Draft

Steven Danskine Yes

Steven Danskine

C-4

# NEW BUSINESS

7



City of DeLand  
MS25-160  
HOWRY MINOR  
SUBDIVISION



SUBJECT PROPERTY

**Legend:**

- City Zoning
- County Zoning

**N**  
  
Not to Scale



**Issues for record MS25-160**

**Job Address: 424 W HOWRY AV, DELAND FL 32720**

**Job Description: We would like to subdivide the parcel into 2 parcels. See the attached proposed split.**

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Forestry	Draft	<p><b>Tree Survey - DBH</b> Please create a table numbering each tree and include its corresponding DBH. If there are no historic trees, please indicate so with a note on the plan.</p>	Location and Trees list.pdf	Laureen Kornel	Laureen Kornel	Yes
Planning	Draft	<p><b>Fencing</b> Fencing is not permitted without a permitted principal structure, so the existing chain-link fencing must be removed from the proposed Parcel 2.</p>	7-321-25 Proposed Lot Split.pdf	Samuel Nelson	Samuel Nelson	Yes
<p><b>Zoning Standards</b> The northern Parcel 1 is located in the R-1A zoning district, and the southern Parcel 2 is located in the R-1 zoning district. The shown setback requirements appear to be flipped for the parcels. Please correct these on the plan. The correct standards are:</p>						
Planning	Draft	<p>R-1A - Parcel 1 Front yard: 30 feet Side yard: 12.5 feet Street-side yard: 20 feet Rear yard: 25 feet</p> <p>R-1 - Parcel 2 Front yard: 30 feet Side yard: 7.5 feet Street-side yard: 15 feet Rear yard: 25 feet</p>	7-321-25 Proposed Lot Split.pdf	Samuel Nelson	Samuel Nelson	Yes
Planning	Draft	<p><b>Accessory Structure Setbacks</b> Please provide the setback from the rear property line for the shed and gazebo on the plan. Note: Accessory structures are required to be setback at least 7.5' from a rear property line.</p>	7-321-25 Proposed Lot Split.pdf	Samuel Nelson	Samuel Nelson	Yes
Utilities	Draft	<p><b>Water and Sewer</b> Parcel #2 will be required to hook up to water and sewer. Do those need installed now as part of the lot split?</p>	7-321-25 Proposed Lot Split.pdf	Jim Alles	Jim Alles	Yes