

TRC AGENDA



**CITY OF DELAND
THURSDAY FEBRUARY 16, 2023 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 January 19, 2023 TRC Meeting Minutes**
2. **Applicant Name:** Robert Blackberry – BC DeLand LLC
Project Name: SP22-215 – Class II Site Plan for Tire Service Center
Project Location: 1.16 acres located at 144 Fenway Dr
Project Description: 6,765 square foot service center

D. NEW BUSINESS

1. **Applicant Name:** Daniel Micohen – CPH
Project Name: SP23-011 – Class II Site Plan for Walmart
Project Location: 23.98 acres located at 1699 N Woodland Blvd
Project Description: 5,128 SF addition

E. OTHER BUSINESS

F. ADJOURNMENT

OLD BUSINESS

1



**CITY OF DELAND
TECHNICAL REVIEW COMMITTEE MEETING
MEETING MINUTES
THURSDAY, JANUARY 19, 2023 -1:30 P.M.
CITY HALL**

OPENING OF MEETING:

Call to Order:
1:30 pm

Members Present:

Carol Kuhn, Chairperson
Belinda Williams Collins
Melissa Winsett
Debi Glick
Mariellen Calabro
Jim Ailes
Tuan Huynh
Jamie Lunsford
Scott Zender

OLD BUSINESS:

1. Approval of the minutes of the TRC Meeting Minutes from December 15, 2022

*Mariellen Calabro moved to approve the minutes with the correction of the meeting date,
Scott Zender seconded the motion.
The TRC Committee voted unanimously in favor of motion.*

2. **Applicant Name:** George Rendon – Civilogistix Kendall
Project Name: SP22-183 – Class II Site Plan for Woodland Crossing
Project Location 1.10 acres located at 1702 N Woodland Blvd
Project Description: Construct Car Wash

Applicants Present:

Nika Hosseini – Cobb Cole
George Rendon – Civilogistix

Applicant will address all comments and submit revised plans to address all comments, including providing a copy of the recorded cross access agreement, and all forestry and planning comments

Mariellen Calabro moved to conditionally approve the application at the January 19, 2023 TRC meeting,

Tuan Huynh seconded the motion.

The TRC Committee voted unanimously in favor of motion.

3. **Applicant Name:** Strickland Smith - Heidt Design Melissa
Project Name: SP22-232 – Class II Site Plan for Cresswind DeLand
Project Location 11.3 acres located at 2751 E New York Ave
Project Description: Phase 2 Stockpile

Applicants Present:

Emily Vaughn – Kolter
Bradley Walker – Kolter
Strickland Smith – Heidt Design

Applicant will address all comments. did not submit revised plans for review, application was continued until new plans are received. Applicant will be required to return to TRC for additional review if historic tree removal is not approved.

Mariellen Calabro moved to conditionally approve the application at the January 19, 2023 TRC meeting,

Scott Zender seconded the motion.

The TRC Committee voted unanimously in favor of motion.

4. **Applicant Name:** Nick Gluckman – Taylor Morrison Belinda
Project Name: SP22-247 – Class IV Site Plan for Yardly - DeLand Crossing
Project Location 28.642 acres located at the southeast corner of Cassadaga Rd and
MLK Blvd
Project Description: 233 Detached Multi-Family Units

Applicants Present:

Trent Stephenson – Level Up Consulting
Brandon Machiela – Level Up Consulting

Applicant will address all comments and resubmit for review by January 25, 2023 in order to be placed on the February 15, 2023 Planning Board Agenda.

Tuan Huynh moved to forward the application to the February 15, 2023 Planning Board meeting conditioned upon submitting revised plans by January 25, 2023, at the February 17, 2022 TRC meeting,

Mariellen Calabro seconded the motion.

The TRC Committee voted unanimously in favor of motion.

NEW BUSINESS:

- | | | |
|-----------------------------|---|---------|
| 1. Applicant Name: | Sean Fortier – KCG | Belinda |
| Project Name: | SP22-249 – Class II Site Plan for Grandview Gardens | |
| Project Location | .68 acres located at 369 Grand Ave | |
| Project Description: | Model Home Center | |

Applicants Present:

Grant Ritter – KCG
Sean Fortier – KCG
Dustin McGlinchey - Mattamy

Applicant will address all comments. Handicap parking will be added to the existing parking are on the south side of the road until the final resurfacing is complete and model homes are no longer needed.

Mariellen Calabro moved to conditionally approve the application at the January 19, 2023 TRC meeting,

Scott Zender seconded the motion.

The TRC Committee voted unanimously in favor of motion.

OTHER BUSINESS:

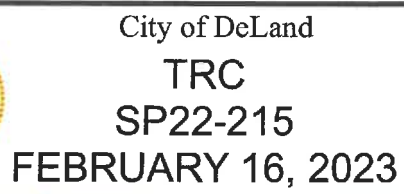
None.

ADJOURNMENT:

2:51 pm

OLD BUSINESS

2





City of DeLand
TRC
SP22-215
FEBRUARY 16, 2023

GOLF-CL

2201

SUBJECT PROPERTY

Country Club Crossing
PD

2295

180

168

FENWAY-DR

2335

2345

2337

ROW

Legend:



City Zoning

County Zoning

N



Not to Scale

Issues for record SP22-215**Job Address: 144 FENWAY DR, DELAND FL 32724****Job Description: Development of a tire service center and accompanying onsite infrastructure**

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Forestry	Draft	Tree Protection Detail Replace Tree Protection Detail with City Tree Barricade Detail.	C-901	Mariellen Calabro	Mariellen Calabro	Yes
Forestry	Not Accepted	Tree legend Add palm trees to tree legend. Last comment from reviewer: The highlighted palm trees appear to have Xs on them. Please remove the X as the trees appear to remain on site. Palms have been added to the legend. Last response: Per comment palm trees were added to the tree legend. Please refer to sheet C-201	C-201	Mariellen Calabro	Mariellen Calabro	Yes
Insufficient Tree Information Provided						
Forestry	Not Accepted	Please provide tree survey, landscape plan, tree worksheets, tree barricade detail, and irrigation plan. If any Tree Protection Area is on this parcel, please show it on the plan. Sufficient landscaping must be provided per the Country Club Corners PD and mitigation plan. Last comment from reviewer: Please provide landscape and irrigation plan that meets Country Club Corners Lot 6 requirements. Last response: Per comment note was added stating " No tree demolition proposed as part of this development." Please refer to sheet C-101.	C-101	Mariellen Calabro	Mariellen Calabro	Yes
Planning	Draft	Elevations The following comments were received from the city architect; 1. Colors are to identify the Light Reflectance Values (LRV) of each color. 2. Site plan shows 8 vehicle base with equal sized volumes on either side. Elevations show 12 bays with unequal volumes on either side. The correct layout must be provided.		Danevsky Joseph	Deborah Glick	Yes

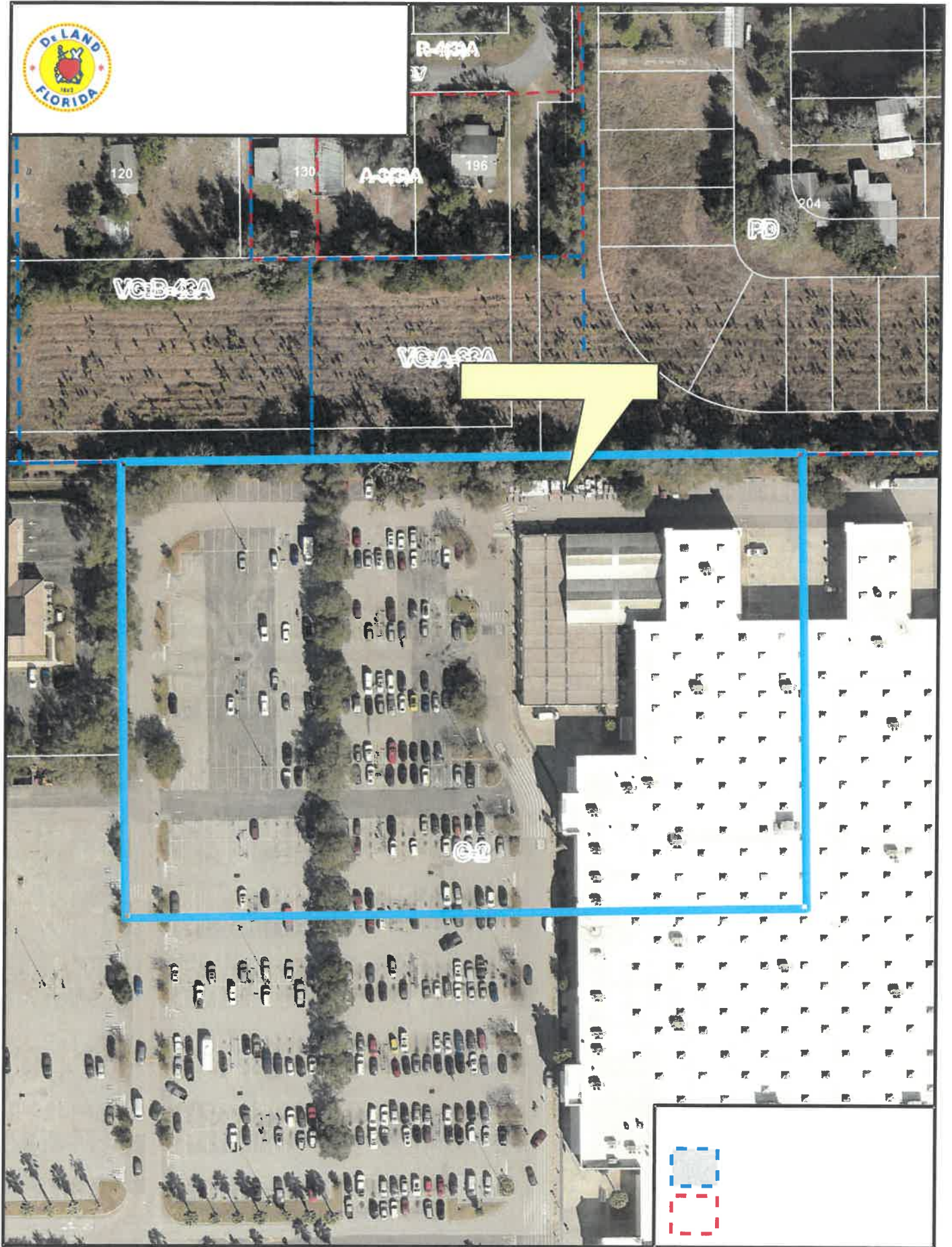
Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Gate Valves						
Utilities	Draft	City does not use 1" gate valves the city uses either ford ball valve B43-342W-NL or Muller P-24350N for meter connections. This can be found in the city details W242 and W245 dated 11/7/2022	C-501	Scott Zender	Scott Zender	Yes
PID Number						
Utilities	Draft	Missing a 0 in the PID	C-101	Scott Zender	Scott Zender	Yes
City Details						
These are not the current city of DeLand Utility Details, the most current details are on the city website and are dated 11/5/21. Please add sewer details and all of the potable water details please.						
Utilities	Not Accepted	Last comment from reviewer: On the City engineer website are the most up to date details dated 11/7/2022 Last response: Per comment City of DeLand Utility Details were updated with most current details from the city website dated 11/05/21. Please refer to sheet C-903	C-903	Scott Zender	Scott Zender	Yes

Issues for record SP22-215**Job Address: 144 FENWAY DR, DELAND FL 32724****Job Description: Development of a tire service center and accompanying onsite infrastructure**

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Forestry	Draft	Tree Protection Detail Replace Tree Protection Detail with City Tree Barricade Detail.	C-901	Mariellen Calabro	Mariellen Calabro	Yes
Forestry	Not Accepted	Tree legend Add palm trees to tree legend. Last comment from reviewer: The highlighted palm trees appear to have Xs on them. Please remove the X as the trees appear to remain on site. Palms have been added to the legend. Last response: Per comment palm trees were added to the tree legend. Please refer to sheet C-201	C-201	Mariellen Calabro	Mariellen Calabro	Yes
Insufficient Tree Information Provided						
Forestry	Not Accepted	Please provide tree survey, landscape plan, tree worksheets, tree barricade detail, and irrigation plan. If any Tree Protection Area is on this parcel, please show it on the plan. Sufficient landscaping must be provided per the Country Club Corners PD and mitigation plan. Last comment from reviewer: Please provide landscape and irrigation plan that meets Country Club Corners Lot 6 requirements. Last response: Per comment note was added stating " No tree demolition proposed as part of this development." Please refer to sheet C-101.	C-101	Mariellen Calabro	Mariellen Calabro	Yes
Planning	Draft	Elevations The following comments were received from the city architect: 1. Colors are to identify the Light Reflectance Values (LRV) of each color. 2. Site plan shows 8 vehicle base with equal sized volumes on either side. Elevations show 12 bays with unequal volumes on either side. The correct layout must be provided.		Danevsky Joseph	Deborah Glick	Yes

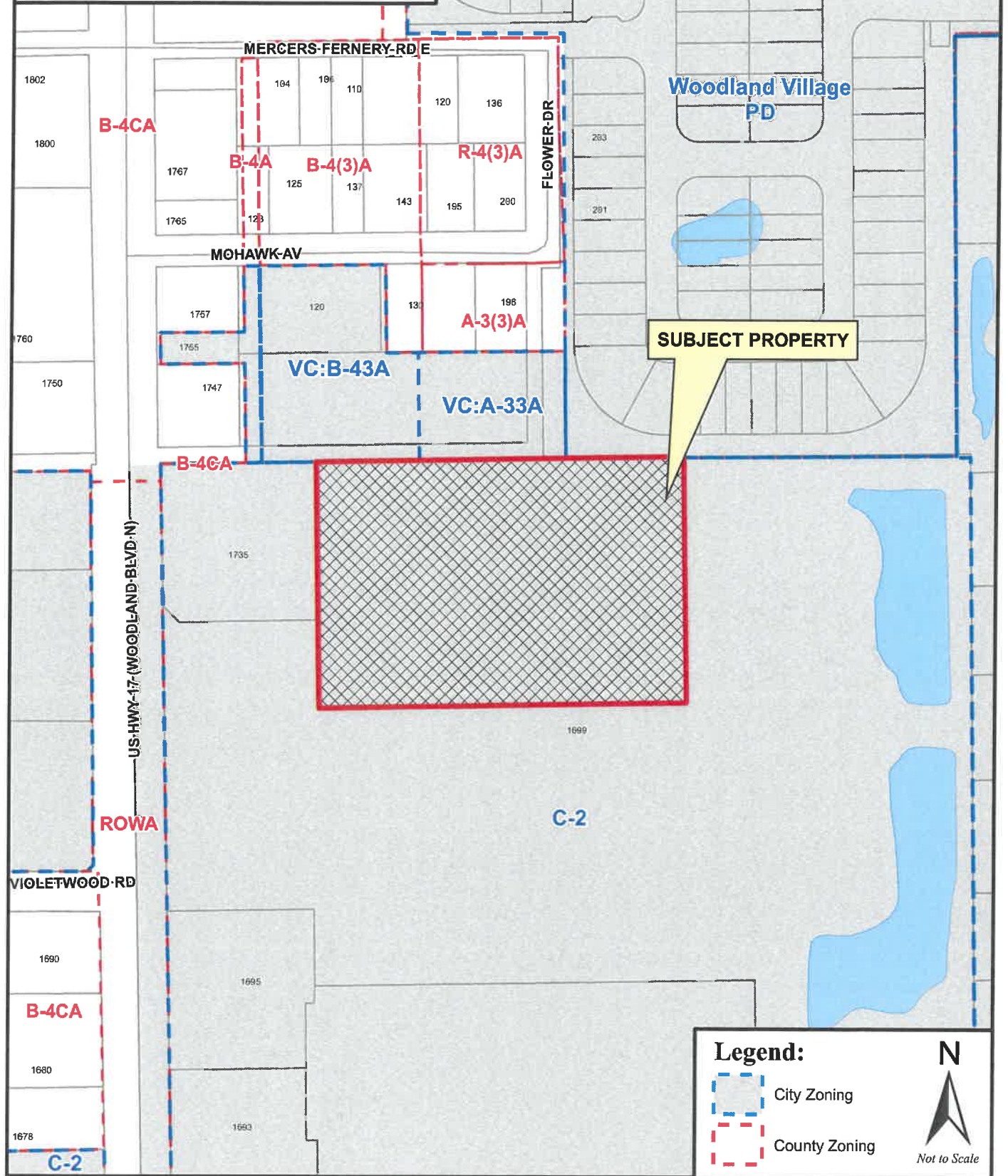
NEW BUSINESS

1





City of DeLand
TRC
SP23-011
FEBRUARY 16, 2023



Issues for record SP23-011**Job Address: 1699 N WOODLAND BLVD, DELAND FL 32720****Job Description: CONSTRUCT A 5,128 SF +/- BUILDING ADDITION. AS PART OF THIS WORK, WALMART PROPOSES A TOTAL OF 45 PICKUP SPACES, WHICH WILL RESULT IN THE LOSS OF 15 PARKING SPACES. THIS SCOPE ALSO PROPOSES SIGNAGE AND STRIPING IMPROVEMENTS.**

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
FDOT Index						
Engineering	Draft	1. Under Notes to Contractor, please add "Striping to be per FDOT Standard Plans Index 711-001". Please add applicable sheets from FDOT Standard Index in the plan set.	C5.3	Tuan Huynh	Tuan Huynh	Yes
Crosswalks cross-slope per ADA						
Engineering	Draft	1. Please add a note, "Proposed crosswalks cross-slopes shall not exceed 2% per ADA".	C1.2	Tuan Huynh	Tuan Huynh	Yes
Pavement Mill or Overbuild						
Engineering	Draft	1. Demolition Plan sheet C1.1 Legend Key shows an area within the parking lot as "Proposed limits of pavement mill". But on the Site Plan Legend Key shows this area as "contractor to overbuild to match proposed grade". Please clarify on plans if pavement area is to be milled and re-surfaced or overbuild.	C1.2	Tuan Huynh	Tuan Huynh	Yes
Building FFE						
Engineering	Draft	1. Please verify that proposed building addition finished floor elevation (FFE) is minimum one-foot above the stormwater pond 100yr/24hr storm peak stage.	C1.2	Tuan Huynh	Tuan Huynh	Yes
Handicap Space distance						
Engineering	Draft	1. Proposed handicap spaces number 44 and 45 are located too far from the pedestrian crosswalks. Please move these spaces closer to the existing handicap spaces near parking space number 39. This will shorten the distance for ADA accessible path to the new building.	C1.2	Tuan Huynh	Tuan Huynh	Yes
Crosswalks conflict with header curb						
Engineering	Draft	1. Proposed crosswalks lead directly into existing header curb within the landscape island. This will block the pedestrian and ADA accessible path to the new building. A curb cut or opening is required.	C1.2	Tuan Huynh	Tuan Huynh	Yes
General Comments						
Engineering	Draft			Tuan Huynh	Tuan Huynh	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
1. This development is adjacent to Woodland Blvd.; therefore, FDOT Permit is required. 2. Please provide a copy of the SJRWMD permit or exemption letter upon approval. This is required prior to scheduling a pre-construction meeting.						
Fire	Draft	Life Safety Plan Provide life safety plan for any altered means of egress.		Terry Griffiths	Terry Griffiths	Yes
Fire	Draft	Means of Egress Provide locations of any exit discharge or means of egress that will be altered or unusable during construction by patrons or employees. There are 5 separate exits that are affected by construction and the finished product.		Terry Griffiths	Terry Griffiths	Yes
Forestry	Draft	Palm Tree Replacement According to SP-00-11-20, two palm trees were planted in this location.	C1.1	Mariellen Calabro	Mariellen Calabro	Yes
Forestry	Draft	Tree Barricade Detail Please add tree barricade detail to the plan.	L5.0	Mariellen Calabro	Mariellen Calabro	Yes
Forestry	Draft	Palm Planting Detail Please add palm planting detail to the plan.	L5.0	Mariellen Calabro	Mariellen Calabro	Yes
Forestry	Draft	Palm Tree Replacement As your plan removes one existing palm tree, which is considered a canopy tree, and another palm tree was shown on the approved site plan SP-00-11-20, we recommend replacing them with palm trees or 9" DBH of another canopy tree species. Grape Myrtle is considered an understory tree. Can the missing tree be replanted in its former location or added to the new planting island?	L1.0	Mariellen Calabro	Mariellen Calabro	Yes
Forestry	Draft	General Site Notes In Note 1 add to the note that the work will comply with all CITY and County regulations.	C1.2	Mariellen Calabro	Mariellen Calabro	Yes
Forestry	Draft	13" Palm Tree This project will remove one 13" DBH Palm Tree. At least one palm tree will need to be added as replacement. SP-00-11-20 and indicates that the approved site plan for the overall project had two palm trees at this location.	C1.2	Mariellen Calabro	Mariellen Calabro	Yes
Forestry	Draft	Identify Oaks by Species	C1.1	Mariellen Calabro	Mariellen Calabro	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
According to the site plan SP-00-11-20, the parking lot trees are Live Oaks.						
Elevation Changes						
Planning	Draft	Elevation changes to the building and site require material lists and original paint color swatches from paint manufacturer.	A2	Melissa Winsett	Melissa Winsett	Yes
Site plan located in the top left corner						
Planning	Draft	Please provide a legend or reference for the (non-bold font) numbered and lettered items in circles.	A2	Melissa Winsett	Melissa Winsett	Yes
Approved Color Scheme						
The plan must document that the proposed color scheme is consistent with the original color scheme. Walmart obtained variances for the signage and the City Commission dictated the color scheme that was to be used on the buildings. The last attempt to change the color scheme occurred in 2010 and was denied. Please see the approved colors below:						
Planning	Draft	ICI 2012 Swiss Coffee ICI 554 Brazil Nut ICI 530 Camelcoat ICI 650 Soft Gold ICI 851 Nursery Yellow ICI 283 Peach Bisque ICI 1305 Canadian Sky Sunbrella Style 4808 Black	A2	Melissa Winsett	Melissa Winsett	Yes
Disclosures						
Planning	Draft	Disclosures (top left corner): Please revise the existing and proposed signage square-footage information.	A2	Melissa Winsett	Melissa Winsett	Yes
Building Signage						
The plans show different Walmart with spark and Outdoor signs. Also, new signage is proposed for Pickup, Home & Pharmacy, Wine & Spirits, and Auto Care. Although staff understands that the signage is intended to guide customers to parking areas adjacent to desired store sections, the signage changes are not allowed. In 2010, Walmart obtained a building sign variance that limits the store the only the following: 298 square-foot for the Walmart with spark logo (Walmart* (all on one line)) and 50 square-foot for the Outdoor Living sign. Variance approvals were written as such to allow for only specific copy area amounts for specific signs. Any additional or different signs are required to go through a new variance application process.						
Planning	Draft		A2	Melissa Winsett	Melissa Winsett	Yes
Lighting changes						
Planning	Draft		A2	Melissa Winsett	Melissa Winsett	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Are lighting changes (parking lot or building) proposed considering the other site changes? Changes will require a photometric plan.						
Reference Numbers						
Planning	Draft	For clarity, revise the site plan map (top left corner) to include all reference numbers.	A2	Melissa Winsett	Melissa Winsett	Yes
General Comment						
Planning	Draft	Overall, the proposed changes are unclear. Clearly depict what's existing vs. what's proposed and include all changes.	A2	Melissa Winsett	Melissa Winsett	Yes
City Architect Comments						
Planning	Draft	Please review and respond to the City Architect's comments saved in the Accela Documents.	A2	Melissa Winsett	Melissa Winsett	Yes
Clarification						
Planning	Draft	For clarity, please document that the removed tree is being replaced by the tree plan within the hexagon.	L 1.0	Melissa Winsett	Melissa Winsett	Yes
Context						
Planning	Draft	For reference and clarity, please show where the plan is located within the existing parking lot. Also, note that the demolition and construction is associated with the removal of the existing Pickup location on the south side of the store.	C5.6	Melissa Winsett	Melissa Winsett	Yes
Legend and label request						
Planning	Draft	Add the shaded and cross-hatched areas to the legend. Please label the parking space numbers.	C5.6	Melissa Winsett	Melissa Winsett	Yes
Parking typical						
Planning	Draft	Please provide a parking typical that shows the dimensions of the Pickup parking spaces.	C5.6	Melissa Winsett	Melissa Winsett	Yes
Shaded Areas						
Planning	Draft	The legend needs to include the shaded areas.	C5.4	Melissa Winsett	Melissa Winsett	Yes
Chain Link Fence						
Planning	Draft	Regarding the Chain Link Fence, please show its location on the site plan.	C5.2	Melissa Winsett	Melissa Winsett	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Signage size						
Planning	Draft	Per 33-75.6 Directional signs (wayfinding signs) are limited in area to 3 square-feet (or 432-inches) and must provide directions to motorists regarding the location of parking areas and access drives. The vertical Pickup logo signs, toward the top right of sheet C5.1, exceed the 3 square-foot threshold. Please modify or they will be required to be deducted from the total allowable signage for the site.	C5.1	Melissa Winsett	Melissa Winsett	Yes
Wayfinding Signage Location						
Planning	Draft	The applicant's proposed onsite wayfinding signage is onsite instead of adjacent to Woodland Blvd. As expressed in the previous comment (See Overall Site Plan comments), the existing south driveway and intersection with the first north-south drive aisle are heavily congested and a safety concern. The Pickup area needs wayfinding signage on Woodland Blvd to direct Pickup customers to use the north entrance and avoid navigating through the congested south entrance area. Please coordinate with FDOT regarding installing wayfinding signage on Woodland Blvd.	C1.3	Melissa Winsett	Melissa Winsett	Yes
Clarification						
Planning	Draft	Please modify the plan to clearly depict what's being changed or added.	C1.3	Melissa Winsett	Melissa Winsett	Yes
Clarify Square-Footage						
Planning	Draft	Related to previous comments, please clarify that the additional square-feet added for the Pickup addition is 2,305 and the square-feet from the existing garden center is 2,823.	C1.2	Melissa Winsett	Melissa Winsett	Yes
Parking Dimensions						
Planning	Draft	For clarity, show the dimensions of the proposed Pickup parking spaces along with the drive aisles' widths to confirm the minimum is being met.	C1.2	Melissa Winsett	Melissa Winsett	Yes
Future Land Use Category						
Planning	Draft	Along with the current zoning, the current future land use category needs to be included (Highway Commercial).	C1.2	Melissa Winsett	Melissa Winsett	Yes
Site Data Table						
Planning	Draft	Add Site Data table that includes: A. Building height. B. Overlay: Emerging Gateway. C. Acreage Summary (23.91 acres)	C1.2	Melissa Winsett	Melissa Winsett	Yes
Building construction type and type of roof covering						
Planning	Draft	Please include the building construction type and type of roof covering.	C1.0	Melissa Winsett	Melissa Winsett	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
Safety Issues						
Planning	Draft	As expressed at the pre-application meeting, staff remains concerned about adding traffic to an onsite location that currently experiences significant congestion and threatens safety. The onsite intersection of the south driveway east-west access and the western-most north-south drive aisle (see map) currently fails due to heavy traffic volumes from the south driveway and the onsite intersection's lack of turn lanes. The excessive queuing has a secondary impact at the Woodland Blvd/south driveway (Violetwood Rd) intersection since it's located within close proximity (300-ft). The majority of outbound motorists' access Woodland via the signalized south driveway. This heavy volume impacts inbound motorists' ability to make an eastbound left turn to travel toward northern parking areas. Queueing from inbound motorists has potential to block the south driveway and/or interfere with intersection operations. At the pre-application meeting, staff expressed the need to propose a solution to the existing onsite intersection problem or to develop a plan to get Pickup customers to use the north driveway perhaps through wayfinding signage. The proposed plans include an onsite wayfinding signage plan that would prompt Pickup customers to make an eastbound left turn at the problem onsite intersection, which adds traffic to the onsite congestion/safety issue. Solution-oriented wayfinding signage should include signage on Woodland Blvd, which would need to be coordinated and approved by FDOT. If that is unsuccessful, the existing intersection should be studied and improved. Note: Between January 1, 2022 and February 2, 2023, the DeLand Police Department worked a total of 26 on-site/parking lot crashes and 4 crashes at the intersection of Woodland Blvd/S. Driveway Access (Violetwood Rd).	C1.0	Melissa Winsett	Melissa Winsett	Yes
Trip Generation Table						
Planning	Draft	The pm peak trip generation calculations show a net trip increase of 10 pm peak hour trips and 116 daily trips associated with the added 2,305 square-feet of new construction, which are generally consistent with staff's calculations. However, when realistically looking at the additional traffic a 5,128 SF Walmart Pickup area would generate and the number of Pickup spaces, staff anticipates approximately 10-20% more than the ITE calculations used. Can Walmart provide traffic counts for a sample of Pickup locations similar to what's proposed? What is the average number of daily and pm peak hour counts per Pickup parking space?	C1.0	Melissa Winsett	Melissa Winsett	Yes
Number of Parking Spaces						
Planning	Draft	The number of parking spaces must be compliant with Section 33-91.03(f). The square footage information within the Site Data area is confusing, which impacted staff's ability to check the number of required parking spaces. Please provide a table that documents the building's total square-footage, square-footage associated with the hallways, restrooms, etc., net square-footage, parking calculation of code-required parking spaces, and proposed number of parking spaces. Please break out the number of proposed standard, ADA, and Pickup spaces.	C1.0	Melissa Winsett	Melissa Winsett	Yes
Planning	Draft	Parking – Existing and Proposed	C1.0	Melissa Winsett	Melissa Winsett	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
The plan states that the existing parking includes 907 spaces; however, the approved site plan associated with the addition of the Liquor Box showed 905 parking spaces and 23 handicapped spaces (total 928 spaces). Please review and confirm the existing parking information. Please clarify the total existing and total proposed parking.						
Change in occupancy load						
Planning	Draft	Please state the change in occupancy load and projected number of employees associated with the proposed plan.	C1.0	Melissa Winsett	Melissa Winsett	Yes
Existing and Proposed ISR Tables						
Planning	Draft	Review and recalculate the differences between the existing and proposed impervious areas, which are not consistent with the 2,305 SF addition. The Post Proposed Conditions state, "There are no proposed changes to the site's existing impervious area." Please clarify. Also, please include the Impervious Surface Ratio.	C1.0	Melissa Winsett	Melissa Winsett	Yes
Building Information						
Planning	Draft	For clarity, revise the existing to show square-footage associated with the a) store minus current Pickup Area and current Garden Center square-foot; b) existing Pickup Area; c) existing Garden Center area. Then revised the proposed square-footage associated with the a) store minus proposed Pickup Area and modified Garden Center square-foot; b) proposed Pickup Area; c) modified Garden Center area.	C1.0	Melissa Winsett	Melissa Winsett	Yes
Building Information						
Planning	Draft	Amend to add the square footage associated with the Pickup Addition and revise the Gross Floor Area of the store. As articulated in the "General Comments," what is being proposed with the Pickup Addition is not clear.	C1.0	Melissa Winsett	Melissa Winsett	Yes
North Arrow						
Planning	Draft	The north arrow and scale at the bottom left of C1.0 is difficult to see. Please move or highlight area.	C1.0	Melissa Winsett	Melissa Winsett	Yes
Overall Site Plan information						
Planning	Draft	Sheet C1.0 contains too much information on one page. Please provide a separate cover page that includes an improved project description of work, parcel and owner information, location map, and Index. Remember that all submittals are public documents that could be requested by a member of the public. Therefore, please be sure that the site plan clearly depicts what is being changed, constructed, installed, etc.	C1.0	Melissa Winsett	Melissa Winsett	Yes
General Comment - Plan Revisions						
Planning	Draft		C1.0	Melissa Winsett	Melissa Winsett	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
All plan revisions must be depicted as clouded.						
General Comment - Required Scale						
Planning	Draft	Per Section 33-132.10(c), please revise the scale on all pages to 1" = 20'. If the project engineer uses a different scale to for better illustration, justify its usage.	C1.0	Melissa Winsett	Melissa Winsett	Yes
General Comment - Description of Work						
Planning	Draft	Per the Accela application, the "Description of Work" states, "Construct a 5,128 SF +/- building addition. As part of this work, Walmart proposes a total of 45 Pickup spaces, which will result in the loss of 15 parking spaces. This scope also proposes signage and striping improvements." Per page C1-0, it appears that the 5,128-SF "addition" is actually comprised of 2,305 square-feet of new construction and 2,823 square-feet of converted space from the existing Garden Center; however, this isn't specified in the project description or a separate statement of Intent. Please provide a letter of intent for the needed clarification and update the site plan accordingly.	C1.0	Melissa Winsett	Melissa Winsett	Yes
General Comment - Statement of Intent						
Planning	Draft	Though the site plan provides a lot of good information, a letter of intent would have made the plan set much clearer to understand and review. A pre-application meeting between the applicant and city was held on December 20, 2022; however, the discussion mainly pertained to the Pickup addition. No discussion occurred regarding the other proposed site plan changes including, but not limited to, building signs, ground-level signage, paint scheme, etc. Especially with redevelopment and modified sites, a statement of intent can provide the pertinent details of which reviewers can use to help navigate their plans review and eliminate potential questions and comments. Please provide a letter of intent that includes (at minimum) what's changing, what's new, what's staying the same (if it helps with clarity), hours of Pickup operation, general explanation of how the Pickup operation will work and why certain items or changes are necessary for logistical or functionality reasons, explanation of access to and from the site (including Pickup employees' on-the-job travel between the store and parked vehicles), need for larger Pickup parking spaces, parking lot changes pertaining to Pickup addition's need while intending to meet the city's parking code requirements, landscaping change description, plans to remove the existing Pickup location on the south side of the store, any changes in loading and service areas, etc.	C1.0	Melissa Winsett	Melissa Winsett	Yes
Application-Related						
Planning	Draft	Several of the required application items were not included. Please submit all items. If any are intentionally omitted, provide a written explanation on separate letterhead or within a Letter of Intent. (For example, the Pickup Addition application included a "Drainage Narrative" that explained that the plan did not propose impervious changes. This explained why a drainage plan was not included.) The following missing items are required to support the application:	C1.0	Melissa Winsett	Melissa Winsett	Yes

Discipline	Status	Details	Attached To	Created By	Last Updated By	Modifications Required
		• Legal description (including total acreage on a separate 8 ½ x 11 sheet) (in lieu of providing this, for this project, staff will accept adding the respective lot number.) • Geotechnical reports (provided by a licensed and registered engineer) • Current (no older than 2 years) tree surveys, signed and sealed, showing location, size, and species of existing trees on the subject property. Include the location(s) of any specimen or historic trees, as defined by Sec. 33-57 of the Land Development Regulations. • Building design elevations, in color: (provided by a licensed and registered architect); including photometric plan, lighting detail (building & site), material and color lists, and original paint color swatches from paint manufacturer. • (Depending on FDOT Coordination) A driveway permit may be required from the government agency having jurisdiction for the adjoining roadway. • If owner of the property is a corporation or company, a corporate resolution must be submitted with the application. An original resolution currently on file in the Planning Dept. that is less than 1 year old may be used. The resolution must state the name of the person(s) who have been resolved by the company as having authority to execute documents on behalf of the company. It must 1) be current; 2) state a termination date; 3) be signed and certified by the secretary; 4) be embossed with the corporate seal; and 5) be an original document. (For every person doing business under a fictitious name, an Affidavit of Publication must be submitted.)				

City of DeLand Community Design Standard Checklist



Project:	Walmart Pick up Center	Application No:	SP23-011
Date of Submission:	2-1-23	Date of Review:	2-7-23
Review Architect:	Jim Wachtel		

Comments and Recommendations

RECOMMENDATION:

☐ **APPROVAL** as conditioned below:

☒ **DENIAL** The project as submitted is inconsistent with the applicable provisions of City of Deland Community Design Standards as indicated herein.

☐ **INCOMPLETE** Please submit items indicated for review in accordance with LDR Chapter 8, Section 33-94; Community Design

CONDITIONS FOR APPROVAL/REASONS FOR DENIAL:

2-7-23 COMMENTS!

1. **Building Color Scheme does not appear to meet City Design Standards. [Chapter 33-94.03 (e)] Please submit Light Reflectance Values of selected colors and appropriate area of colors on each elevation.**

NOTE:

APPEALS MUST BE SUBMITTED IN WRITNG TO THE PLANNING DIRECTOR WITHIN 10 DAYS OF THE ACTION

REVIEW & PERFORMANCE DESIGN CHECKLIST (Section 33-94)				
ADMINISTRATION (Section 33-94.06):	YES	NO	N/A	Comments
Has there been a pre-design conference?	☐	☐	☐	?
HPB Review	☐	☐	x	
Class II	☐	X	☐	
Class III	X		☐	
GENERAL PROVISIONS (Section 33-94.02):	YES	NO	N/A	Comments
In the Thoroughfare Design District?	X	☐	☐	
In the Historic Design or Downtown Support District?	☐	☐	X	
Large commercial establishment?	X	☐	☐	
Single family structure in commercial zone?	☐	☐	X	
GENERAL DESIGN CRITERIA (Section 33-94.03)				
RELATIONSHIP OF THE STRUCTURE TO THE SITE (Section 33-94.03 A):	YES	NO	N/A	Comments
Does the site plan avoid extreme changes of grade in the site design?	X	☐	☐	
Are building mechanical equipment, service, delivery and work areas screened from public view?	X	☐	☐	
Is a transition provided between single family and non-residential?	☐	☐	X	
Do building design, scale and details provide variety and interest from both pedestrian and vehicular points of view?	X	☐	☐	
Do entrances provide focal points and protection from the weather?	X	☐	☐	
For multiple buildings on a site, is there a variety of spacing between structures?	☐	☐	X	
Does the site design avoid a monotonous repetition of identical structures on site?	X	☐	☐	
Is signage compatible in scale, design, materials and construction with the principal structure?	X	☐	☐	
GENERAL ARCHITECTURAL BUILDING DESIGN (Section 33-94.03 B):	YES	NO	N/A	Comments
Is there a consistent architectural treatment for all elevations exposed to public view?	X	☐	☐	
If a contemporary design, does the project relate to the historic character of DeLand through the following:				
A. Use of materials	X	☐	☐	
B. Use of colors	☐	X	☐	
C. Use of roof types	X	☐	☐	
In established areas, is there a compatible relationship with the existing neighborhood through use of the following:				
A. Similar architectural style or character	X	☐	☐	
B. Similar building massing and setbacks	☐	☐	☐	
C. Similar colors used	☐	☐	☐	
D. Similar materials used	☐	☐	☐	
E. Another architectural technique that would relate or transition the project to the existing neighborhood (landscaping, fences, walls, screens, etc...)	☐	☐	☐	
Historical Styles (Section 33-94.03 C):	YES	NO	N/A	Comments

Are there features in the building design to provide sufficient relief to the appearance of facades?	☐	☐	☐	
If a historical style, does the design use material, elements & details consistent with that style?	☐	☐	☐	
MATERIALS USE (Section 33-94.03 D):	YES	NO	N/A	Comments
Are the materials proposed of durable quality and suitable to the type of building and design in which they are used?	X	☐	☐	
Does the design avoid metal siding used exclusively as the exterior finish?	X	☐	☐	
Does the design avoid exposed standard concrete block in the design of the exterior?	X	☐	☐	
Is materials usage consistent for all facades of the exterior?	X	☐	☐	
Are the materials used consistent with the style and character of the structure?	X	☐	☐	
COLORS (Section 33-94.03 E):	YES	NO	N/A	Comments
Are colors City of DeLand approved colors?	☐	X	☐	SEE COMMENTS
If other colors are used as accents, does the design avoid using accent colors exceeding 10% of the surface area of any one elevation?	☐	☐	☐	
Is the color treatment consistent for the entire building?	☐	☐	☐	
ROOF TYPES AND APPEARANCE (Section 33-94.03 F):	YES	NO	N/A	Comments
Are variations in the roofline used to add interest to and reduce the massing of the building?	X	☐	☐	
Are roof features in scale with the building's mass or compliment adjoining or adjacent buildings and the neighborhood?	X	☐	☐	
Is the design of visible roof structures or features consistent with the style of the building?	X	☐	☐	
Is the roof treatment consistent for all facades of the building?	X	☐	☐	
If a flat or low-slope roof is utilized, are there vertical roofline changes to reduce the buildings mass and create visual relief?	X	☐	☐	
Do all roof appurtenances used in the design appear as an integral part of the roof?	X	☐	☐	
LIGHTING (Section 33-94.03 G):	YES	NO	N/A	Comments
Is site lighting scaled for the use and compatible with the character of the building?	☐	☐	X	
Is thematic or historical character lighting used? (Optional)	☐	☐	☐	
Are off-site areas shielded from offensive or excessive illumination?	☐	☐	☐	
Is pedestrian area lighting of scale, intensity and character appropriate to pedestrian movement?	☐	☐	☐	
Are lighting sources indirect, designed or placed to reduce glare from the light source?	☐	☐	☐	
Is general architectural lighting designed to conceal sources from direct view?	☐	☐	☐	
Is security lighting incorporated into the lighting scheme for the project?	☐	☐	☐	
FENCES, WALLS, SCREENS AND LANDSCAPE BUFFERS (Section 33-94.03 H):	YES	NO	N/A	Comments
Do fences, walls or visual screens used express similar character to the building design through use of materials, color or texture?	☐	☐	X	

Is a berm being used in lieu of fence or wall?	☐	☐	☐	
In non-industrial areas, does the design avoid using unscreened chain link fencing?	☐	☐	☐	
Are visual screens used between single-family and non-residential?	☐	☐	☐	
ACCESSORY USES AND STRUCTURES (Section 33-94.03 I):	YES	NO	N/A	Comments
Are accessory structures and uses consistent in design character with the principal structure?	☐	☐	X	
Are any outdoor garden supply and similar areas used for retail sales screened from view and integrated into the overall design and structure?	☐	☐	☐	
Are any drink dispensers, coin-operated rides or other amusement devices located inside the principal structure? Exterior locations are not permitted.	☐	☐	☐	
Are outdoor storage areas behind the front façade or screened from view?	☐	☐	☐	
Are solid waste/recycling areas screened from view as required?	☐	☐	☐	
SPECIAL BUILDING CONSIDERATIONS (Section 33-94.03 J):	YES	NO	N/A	Comments
If a gas station or convenience store, are any canopies constructed with the same roof design and materials as the main building?	☐	☐	☐	
Covered façade between multiple entrances?	☐	☐	☐	
If an auto repair facility is involved, are open repair/ service bays screened from view on the main public right of way?	☐	☐	☐	
REQUIREMENTS FOR HISTORIC DESIGN & DOWNTOWN SUPPORT DISTRICTS (Section 33-94.04)				
GENERAL DESIGN CRITERIA (Section 33-94.04 A):	YES	NO	N/A	Comments
Does the design of the structure reflect or enhance the historic character of this part of the community through:			X	
A. Similar or related architectural styling or character	☐	☐	☐	
B. Similar or related massing, proportions and scale	☐	☐	☐	
C. Similar or related fenestration treatment, relating to the repetition and rhythm of openings in exterior walls	☐	☐	☐	
D. Similar or related materials or textures	☐	☐	☐	
E. Colors approved by HPB	☐	☐	☐	
F. Similar or related architectural details and decorative treatments	☐	☐	☐	
Is the structure located as close to the street as possible? (Only applies if compatible with adjacent buildings)	☐	☐	☐	
Is glazing at street level transparent?	☐	☐	☐	
If project is within the Historic District, is there a Certificate of Appropriateness?	☐	☐	☐	
If project is a modification or addition to an existing structure, are changes consistent with the style and character of the existing building?	☐	☐	☐	
Does this project extend or enhance the city's streetscape?	☐	☐	☐	
Does the building design relate to the pedestrian scale of the area?	☐	☐	☐	
Where adjacent buildings present a consistent massing, does the proposed building treatment reinforce that effect?	☐	☐	☐	
If a historical style, is it preferred style? (Federal, Classical Revival or Mediterranean Revival)	☐	☐	☐	

ADDITIONAL DESIGN CRITERIA FOR LARGE COMMERCIAL ESTABLISHMENTS (Section 33-94.05)				
ARCHITECTURAL CHARACTER (Section 33-94.05 A):	YES	NO	N/A	Comments
Does the design avoid uninterrupted facades in excess of 100'?	X	☐	☐	
Are there variations in roof line to reduce the scale of mass or the structures?	X	☐	☐	
If there are smaller commercial entities not part of the principal use, do they have exterior display windows and useable separate outside entrances?	☐	☐	X	
Are exterior entrances clearly defined and highly visible?	X	☐	☐	
Are exterior entrances protected from the weather and incorporate landscaping or landscape planters?	X	☐	☐	
Does design reflect existing historic architecture of City?	☐	☐	X	
PARKING, VEHICULAR AND PEDESTRIAN TRAFFIC (Section 33-94.05 B):	YES	NO	N/A	Comments
Are large parking areas separated into distinct areas through use of landscaping or other site features?	X	☐	☐	
Is there a clear differentiation between vehicular and pedestrian routes on the site?	☐	X	☐	
Are contrasting or distinctive paving materials used to distinguish pedestrian areas from vehicular areas?	☐	X	☐	
Are any temporary display and sales areas limited to arcaded areas structurally integrated into the design of the principal structure?	☐	☐	X	
Are these temporary display and sales areas designed so as not to impede pedestrian or vehicular traffic?	X	☐	☐	
Are any permanent shopping cart storage areas either contained within the principal structure or screened from view?	X	☐	☐	
BUILDING PERIMETER LANDSCAPING (Section 33-94.05 C)	YES	NO	N/A	Comments
Is there perimeter landscaping adjacent to the primary facades and at entrance areas?	☐	☐	X	
Does the perimeter landscaping conform to the minimum requirements as to size, type and spacing?	☐	☐	☐	