

# INTEROFFICE MEMORANDUM CITY OF NEW SMYRNA BEACH

TO: Amye King, Planning Director  
Mike Knotek, Chief Building Official  
Mark Severance, Police Department  
Kyle Fegley, City Engineer  
Randy Walter, Utilities Commission  
Don Snell, Fire Marshal  
Bob Mathen, Planner  
Faith Miller, Maintenance Operations Director  
Postmaster

FROM: Jeff Gove, Chief Planner/Horticulturist

RE: PRC Agenda

DATE: February 16, 2016

CC: Members of the Press  
Saralee Morrissey, Volusia County School Board  
Tony Otte, CRA and Economic Development Director  
Greg McDole, Asst. City Attorney

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THIS SHALL SERVE AS YOUR OFFICIAL NOTIFICATION that the regular meeting of the PLAN REVIEW COMMITTEE will be on FRIDAY, March 4, 2016 at **9:00 A.M.**, at the **City Building/Planning/Engineering Building, 2650 No. Dixie, New Smyrna Beach, FL (PLEASE NOTE NEW LOCATION).**

## ROLL CALL

## APPROVAL OF MINUTES

Regular Meeting held December 4, 2015, January 8, 2016, and February 5, 2016.

Please review the following plan(s) attached to this memo:

## PLANS

SP-2-16: 411 Flagler Ave/Nichol's Café Remodel-Expansion (Class II)

SP-3-16: Riverwalk Condominiums Phase #2 /Buildings # 2-5/North Causeway – SR 44 (Class III)

SP-4-16: Verizon Wireless/SR 44 & Timberlane Dr. (Class II)

Please type your comments and/or questions to be presented to the applicant(s) at the above referenced meeting. You will need your original copy of the comments plus an additional copy to provide the applicant at the time the project is reviewed and discussed.

After the plans have been reviewed, please submit your original copy of the comments to the Planning

and Zoning Division to be placed in the case file. Written comments from each PRC member are provided to the applicant and are available for review at City Hall. Your signature will be required on the final sets of plans submitted prior to the plans being approved.

Pursuant to Florida Statutes 286.01015, if an individual decides to appeal any decision made by the Plan Review Committee with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. Such person must provide a method for recording the proceedings.

In accordance with the Americans With Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the Board Secretary listed below prior to the meeting:

Ursula Moccia, Development Services Secretary  
City of New Smyrna Beach  
2650 North Dixie Frwy.  
New Smyrna Beach, FL 32168  
(386) 410-2800

PLAN REVIEW COMMITTEE  
MINUTES  
DECEMBER 4, 2015

The Plan Review Committee met in regular session on Friday, December 4, 2015, at City Hall in the City Commission Chambers, 210 Sams Avenue, New Smyrna Beach, Florida. The meeting was called to order at 9:00 a.m. by Jeff Gove.

ROLL CALL

The following members were present:

Jeff Gove  
Kyle Fegley  
Mike Knotek  
Randy Walter  
Faith Miller

Ursula Moccia, Recording Secretary, was also present.

Don Snell, Fire Marshal, was absent.

Mark Severance, Police Officer, was absent.

APPROVAL OF MINUTES

Mr. Gove addressed the committee and asked if there were any questions concerning the minutes.

**A motion was made by Kyle Fegley to approve the minutes of the regular meeting, held November 13, 2015; seconded by Randy Walter. Motion passed unanimously.**

OATH

Mr. Gove swore in the staff and the representatives for the cases to be heard.

**SP-22-15: St. Paul's Episcopal Church Parking Lot**

Danny Johns, P.E., 3869 South Nova Road, Port Orange, Florida 32127, representative for the case, was present.

Jeff Gove, Chief Planner/Horticulturist, addressed the representatives and opened the discussion by reviewing the Planning Department's comments. He discussed the comments with the representatives and answered any question they had.

Kyle Fegley, City Engineer, addressed the representatives and reviewed the Engineering Department's comments. He discussed the comments with the representatives and answered any questions they had.

Randy Walter, Utilities Commission, addressed the representatives and reviewed the Utility Commission's comments. He discussed the comments with the representatives and answered any questions they had.

Faith Miller, Maintenance Operations Director, addressed the representatives and answered any questions they had.

Mike Knotek, Chief Building Official, addressed the representatives and answered any questions they had.

**SP-8-15: Brilliance ALF – Dr. Ailani/US 1 & Wayne Ave. – Resubmittal**

Grant Renee, YAS Consulting, 112 Anchor Dr., Ponce Inlet, FL, representative for the case, was present.

Mr. Gove, addressed the representatives and opened the discussion by reviewing the Planning Department's comments. He discussed the comments with the representatives and answered any question they had.

Mr. Fegley, addressed the representatives and reviewed the Engineering Department's comments. He discussed the comments with the representatives and answered any questions they had.

Mr. Walter, addressed the representatives and reviewed the Utility Commission's comments. He discussed the comments with the representatives and answered any questions they had.

Ms. Miller, addressed the representatives and answered any questions they had.

Mr. Knotek, addressed the representatives and answered any questions they had.

**PUD-7-13: Rolling Hills PUD**

Scott Kearney, Florida Wawa, LLC, 2631 Quarry Stone Ct., Oviedo, FL 32765, applicant and authorized representative of property owner Mark Hoffman, US Realty 87 New Smyrna Beach Associates LP, 820 Morris Turnpike, Unit 301, Short Hills, NJ 07078, was present.

Mr. Gove, addressed the representatives and opened the discussion by reviewing the Planning Department's comments. He discussed the comments with the representatives and answered any question they had.

Mr. Fegley, addressed the representatives and reviewed the Engineering Department's comments. He discussed the comments with the representatives and answered any questions they had.

Mr. Walter, addressed the representatives and reviewed the Utility Commission's comments. He discussed the comments with the representatives and answered any questions they had.

Ms. Miller, addressed the representatives and answered any questions they had.

Mr. Knotek, addressed the representatives and answered any questions they had.

**PUD-10--5: Geosam/1st Amendment to Rubin PUD/Ord. #108-06**

James Stowers, Esquire, 424 Luna Bella Lane, New Smyrna Beach, Florida 32168, legal representative of the property owner, Geosam Capital US (Venetian Bay) LP, 424 Luna Bella Lane, New Smyrna Beach, Florida 32168, was present.

Mr. Gove, addressed the representatives and opened the discussion by reviewing the Planning Department's comments. He discussed the comments with the representatives and answered any question they had.

Mr. Fegley, addressed the representatives and reviewed the Engineering Department's comments. He discussed the comments with the representatives and answered any questions they had.

Mr. Walter, addressed the representatives and reviewed the Utility Commission's comments. He discussed the comments with the representatives and answered any questions they had.

Ms. Miller, addressed the representatives and answered any questions they had.

Mr. Knotek, addressed the representatives and answered any questions they had.

**PUD-11-15: Autozone/SR 44 & Walker**

Glenn D. Storch, 420 South Nova Road, Daytona Beach, FL 32114, applicant on behalf of Auto Zone LLC (Contract Purchaser) and property owners Mary K. Whitehouse, was present.

Mr. Gove, addressed the representatives and opened the discussion by reviewing the Planning Department's comments. He discussed the comments with the representatives and answered any question they had.

Mr. Fegley, addressed the representatives and reviewed the Engineering Department's comments. He discussed the comments with the representatives and answered any questions they had.

Mr. Walter, addressed the representatives and reviewed the Utility Commission's comments. He discussed the comments with the representatives and answered any questions they had.

Ms. Miller, addressed the representatives and answered any questions they had.

Mr. Knotek, addressed the representatives and answered any questions they had.

There were no further questions.

**COMMENTS FROM THE STAFF OR BOARD**

There were no comments from staff.

**ADJOURNMENT**

There being no further business, the meeting adjourned.

PLAN REVIEW COMMITTEE  
MINUTES  
JANUARY 8, 2016

The Plan Review Committee met in regular session on Friday, January 8, 2016, at City Hall in the City Commission Chambers, 210 Sams Avenue, New Smyrna Beach, Florida. The meeting was called to order at 9:11 a.m. by Jeff Gove.

ROLL CALL

The following members were present:

Jeff Gove  
Kyle Fegley  
Mike Knotek  
Mark Severance  
Randy Walter  
Faith Miller

Ursula Moccia, Recording Secretary, was also present.

Don Snell, Fire Marshal, was absent.

APPROVAL OF MINUTES

Mr. Gove addressed the committee and stated that the minutes from the December 4, 2015 meeting was not available.

OATH

Mr. Gove swore in the staff and the representatives for the cases to be heard.

**PUD-1-16: New Smyrna Chrysler Dodge Jeep Ram PUD**

Mark and Matt Dowst, Dowst and Associates, 536 N. Halifax Avenue, Daytona Beach, Florida 32118, Glenn Storch, Attorney, 420 S. Nova Road, Daytona Beach, Florida, 32114, Jack Holcomb, representatives for the case, were present.

Mr. Storch opened the discussion by addressing the major issues in the Planning Department's comments. He discussed the concerns with open space, parking, natural areas, and set-backs and said that they are currently working on addressing these issues.

Mr. Gove addressed a concern with the twenty-five foot build-to-line.

Mr. Storch stated that they will apply for a variance and asked if that needed to be added to the amendment.

Mr. Gove stated yes.

Mr. Storch stated that they will be applying for text amendments for the vegetation and side yard build-to-lines. This led to further discussion with the committee.

Mr. Storch continued to address the remaining comments. He discussed the landscaping issues with the committee.

Mr. Dowst addressed the topic of wall signs, whether or not they meet the requirements.

Mr. Mathen explained the variance for signs criteria and said that they can have four premises of 100 square feet equaling 400 square feet of signage.

Mr. Storch asked about three monument signs.

Mr. Mathen stated that the Land Development Regulations (LDR) doesn't say monument signs.

Mr. Holcomb addressed the committee and stated that the only sign to be placed on top of the building would be a "New Smyrna" sign.

Mr. Dowst addressed the comments concerning the conceptual plans and he explained their current situation.

Mr. Walter asked if the county has allowed a roadway.

Mr. Dowst explained their plans for a driveway and parking.

Mr. Storch asked for an estimate of required parking spaces.

Mr. Gove stated sixty-eight. This was followed by further discussion.

Mr. Dowst suggested to get a variance to reduce parking in order to increase landscaping.

Mr. Gove stated that there is no requirement for that.

Mr. Dowst continued to review the Landscaping comments.

Mr. Storch addressed the Engineering comments and reviewed those with Mr. Fegley.

Randy Walter, Utilities Commission, addressed Utilities Commission comments and reviewed those with the representatives.

There were no further questions. Mr. Gove called the next case.

**SP-11-15: Holland Park**

Michelle Updike, CIP, City of New Smyrna Beach, and Steve Buswell, P.E., Parker Mynchenberg and Associates, 1729 Ridgewood Ave, Holly Hill, FL 32117, representatives for the case, were present.

PLAN REVIEW  
JANUARY 8, 2016  
MEETING MINUTES

Mr. Gove opened the discussion by stating that he did not have any comments prepared for this meeting and that he would provide written comments at a later date.

Ms. Updike stated that they have asked for an extension of the ECHO grant.

Mr. Gove discussed with the representatives about that kayak launch ramp and how it was impractical due to the way it was designed. They also discussed the building design and how it did not show handicap parking.

Mr. Fegley reviewed and discussed the Engineering comments with the representatives.

Mr. Walter reviewed and discussed the Utilities Commission comments with the representatives.

There were no further questions.

COMMENTS FROM THE STAFF OR BOARD

There were no comments from staff.

ADJOURNMENT

There being no further business, the meeting adjourned.

PLAN REVIEW COMMITTEE  
MINUTES  
FEBRUARY 5, 2016

The Plan Review Committee met in regular session on Friday, February 5, 2016, at City Hall in the City Commission Chambers, 210 Sams Avenue, New Smyrna Beach, Florida. The meeting was called to order at 9:10 a.m. by Jeff Gove.

ROLL CALL

The following members were present:

Kyle Fegley  
Mike Knotek  
Mark Severance  
Don Snell  
Randy Walter  
Faith Miller

Ursula Moccia, Recording Secretary, was also present.

Jeff Gove, Chief Planner/Horticulturist, was absent.

APPROVAL OF MINUTES

Mr. Fegley addressed the committee and stated that the minutes from the December 4, 2015, and January 8, 2016, meeting was not available.

OATH

Mr. Fegley swore in the staff and the representatives for the case to be heard.

**S-1-16: Coastal Woods PPL**

Steven Wallace, and Pol Africano, Director of Land Development, Geosam Capital US (Venetian Bay) LP, 424 Luna Bella Lane, New Smyrna Beach, FL 32168, Randy Hudak and Clay Irvin, Zev Cohen and Associates, 300 Interchange Blvd, Ormond Beach, FL 32174, Clay Irvin, representatives for the case, were present.

Kyle Fegley, City Engineer, opened the discussion by reviewing the major issues in the Planning Department comments.

Mr. Africano asked for clarification of Item 1, which addressed the application needing a second Plan Review Committee (PRC) review.

Mr. Fegley explained that the developer wants a certain approach for the design and once the design is satisfied, the applicant has to resubmit the plans. He then continued to review the rest of the comments.

PLAN REVIEW  
FEBRUARY 5, 2016  
MEETING MINUTES

Mr. Wallace asked about the submittal process for the final plat and Mr. Fegley stated that all the PRC comments are addressed first then he further explained the process for submitting and getting approval for the final plat.

Mr. Fegley continued to review the engineering comments then he began the review of the Landscaping comments and discussed those with the representative.

Don Snell, Fire Marshal, and Mark Severance, Police Department, addressed the representatives and they discussed their concerns for on-street parking.

Mr. Fegley continued to review the comments and discussed any questions the representatives had. He then asked if any of the other PRC members had any comments.

Mr. Snell stated that he did not have any comments.

Mr. Severance stated that he did not have any comments.

Mr. Knotek stated that he did not have any comments.

Randy Walter, Utilities Commission, addressed Utilities Commission comments and reviewed those with the representatives.

Mr. Africano asked about land clearing and what the process is.

Mr. Fegley stated that approval is based on City Commission approval and it will reflect on the final plat plans.

Mr. Africano asked if burning is allowed.

Mr. Snell stated that it required a permit.

Mr. Walter continued to review the comments.

Mr. Fegley asked if there were any further questions.

There were no further questions.

COMMENTS FROM THE STAFF OR BOARD

There were no comments from staff.

ADJOURNMENT

There being no further business, the meeting adjourned at 10:08 a.m.