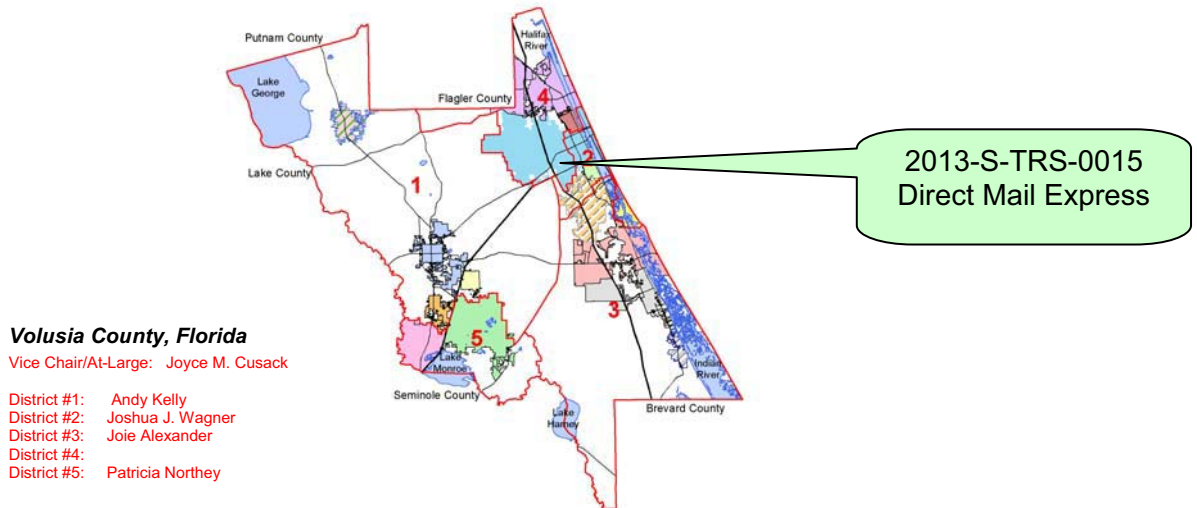


# TECHNICAL REVIEW COMMITTEE AGENDA VOLUSIA COUNTY LAND DEVELOPMENT

**MEETING DATE:** Wednesday, November 14, 2012  
**TIME:** 9:00 a.m.  
**PLACE:** Thomas C. Kelley Administration Center  
 123 W. Indiana Avenue  
 Room 202 – DRC Conference Room  
 DeLand, Florida 32720-4604



\* The following project will only be discussed at the TRC meeting \*

<b>TIME:</b> 9:00 a.m.	<b>PROJECT NO.:</b> 2013-S-TRS-0015/RSN 747308
	<b>REF.:</b> 1990-F-FSP-0250, 1996-F-FSP-0106, 1999-F-FSP-0068, Resolution #98-163
	<b>PARCEL NO.:</b> 5239-00-00-0630
<b>PROJECT NAME:</b>	<b>Direct Mail Express</b>
<b>APPLICANT:</b>	Mr. Joseph H. Hopkins, P.E. – The Performance Group, Inc.
<b>DESCRIPTION:</b>	Inquiry application to discuss a proposed modification of the development agreement to allow a three (3)-lot commercial subdivision of a 9.98-acre site.
<b>LOCATION:</b>	On the south side of Bellevue Avenue, approximately 1.65-miles east of its intersection with S. Williamson Boulevard, in the Daytona Beach area.
<b>WATER UTILITIES:</b>	City of Daytona Beach
<b>SEWER UTILITIES:</b>	City of Daytona Beach
<b>ZONING:</b>	Industrial Planned Unit Development (IPUD)

**COUNTY OF VOLUSIA**  
**REQUEST FOR TECHNICAL REVIEW COMMITTEE (TRC) MEETING**



Mail the completed form with location map and a proposed plan to:  
 County of Volusia, Land Development Office, 123 W. Indiana Avenue, Room 202, DeLand, Florida 32720-4604  
 or

E-mail the completed form with location map and a proposed plan to:  
 LandDevelopment@co.volusia.fl.us

**GENERAL STATEMENT:** The TRC meeting is an informal exchange of ideas and information. The owner/developer must be prepared to discuss the technical details of their project. The information exchanged at the meeting should not be construed as the official position of the County. The review does not constitute any waiver or variance to any codes. Any opinion expressed during the meeting may be modified during the review of an actual application. Staff will assign a "time certain" for your project in accordance with the attached submission deadline calendar. The applicant will receive staff comments through e-mail prior to the TRC meeting. Staff may visit the site as part of their review.

**CONTACT INFORMATION**

NAME: Joseph H. Hopkins, P.E.  
 COMPANY: The Performance Group, Inc  
 ADDRESS: 100 Marina Point Dr.  
 CITY: Daytona Beach STATE: Florida ZIP CODE: 32114  
 PHONE: 239-7106 EXT:        FAX: 239-7120 EMAIL: TPGDaytona@aol

**PROJECT INFORMATION**

TAX PARCEL NUMBER(S): 5239-00-00-0630  
 PROJECT NAME: Direct Mail Express  
 DESCRIPTION OF PROJECT & ISSUES YOU WOULD LIKE TO DISCUSS:  
Subdivide the parcel into 3-lots, modify the IPUD Agreement  
 UTILITY PROVIDER FOR WATER: Daytona UTILITY PROVIDER FOR SEWER: Daytona  
 PARCEL SIZE: 9.98 ac ADJACENT MUNICIPALITY: Daytona Beach  
 PROPOSED USE: ☐ Commercial/Retail ☐ Industrial ☐ Office ☒ Mixed-use ☐ Residential  
 REVIEW TYPE: ☐ Site Plan ☒ Subdivision ☒ Rezone/Plan Amendment ☐ Other  
 REQUIRED ATTACHMENTS: ☒ Request Form ☒ Location Map (8 1/2" X 11")  
☒ Site Plan - Existing & proposed structures (8 1/2" X 11")

If you have any questions or need additional assistance, please contact the Land Development Office:  
 DeLand 386-736-5942, Daytona Beach 386-248-8157, New Smyrna Beach 386-423-3872

**CURRENT ZONING:** IPUD **\*\*\*\*STAFF USE ONLY\*\*\*\*** **FUTURE LAND USE:** AC  
**MEETING DATE:** 11/14/12 **MEETING TIME:** 9:00 a.m.  
**PROJECT NUMBER:** 2013-3 - TRS-0015 **RSN:** 747308

**TECHNICAL REVIEW STAFF COMMENTS**

**November 14, 2012**  
**Direct Mail Express**  
**2013-S-TRS-0015, RSN 747308**

\* \* \* \* \*

**BUILDING CODE ADMINISTRATION**

**Randy Roberts, Commercial Plans Examiner**

**November 5, 2012**

**Direct Mail Express**

**2013-S-TRS-0015**

Building Code Administration staff has reviewed the requested submission and has no comments.

\* \* \* \* \*

**CITY OF DAYTONA BEACH**

**Dennis Mrozek, AICP, City Planner**

**Direct Mail Express**

**2013-S-TRS-0015**

City of Daytona Beach staff comments were not received at the time of printing.

\* \* \* \* \*

## **CURRENT PLANNING**

**Christian Nagle, AICP, Planner II**

**November 13, 2012**

**Direct Mail Express**

**2013-S-TRS-0015**

Current Planning staff has reviewed the requested submission and provides the following comments:

1. The property has an Industrial Planned Unit Development (IPUD) zoning classification that is subject to Resolution No. 98-163 and all other applicable county regulations.
2. Based on initial review, the requested subdivision requires application and approval of a PUD minor amendment application to modify the above-referenced resolution. The PUD minor amendment application should be submitted to Current Planning staff for review and processing. The application fee is \$247.
3. Based on initial staff review, the layout of the subdivision plan appears generally consistent with the approved IPUD plan. The applicant is requested to include stormwater areas and plan dimensions with a future subdivision plan to help staff and the applicant determine which specific changes are required to implement the proposed subdivision.
4. Resolution No. 98-163 does not include minimum building setbacks along the western property line. The applicant is asked to include in the minor amendment application minimum building setbacks along the western property line, with the future subdivision plan. The minor amendment application should include a minimum west side yard requirement for building and structures on proposed Lot 2 and on proposed Lot 3.
5. On the future subdivision plan, provide for joint access easements to all three proposed lots from both driveways. Joint access driveways are required between each proposed lot and Bellevue Avenue by the resolution (Paragraph B, Phases of Development Phase 1 (subsection 6), page 6).
6. The future subdivision plan must address required landscape buffers. Landscape buffers are required along the property perimeters as stated by the resolution. Creation of the proposed subdivision will create new required landscape buffers along common interior property lines of the proposed subdivision, unless the resolution is amended.
7. The current Resolution No. 98-163 limits this development to only one ground sign with a maximum height of 15 feet and a maximum 60 square feet in sign copy area (Paragraph D Special Regulations, subsection 6, Signage Requirements). With the

creation of separate lots, the applicant may want to amend the resolution to allow additional signage. A unified signage plan should be submitted by the applicant for review and comment.

8. Submit additional written information that provides the land uses (i.e. retail sales, office, manufacturing, etc.) and development intensities (i.e. gross floor areas and number of industrial employees) on each proposed lot. This information is required to determine if the proposed conceptual subdivision plan complies with the parking and loading area requirements of the resolution. Modification of the resolution or conceptual subdivision plan may be required to provide adequate off-street parking and loading spaces for the property. In addition, the applicant may want to create an agreement to allow shared parking and vehicular access on the proposed lots.
9. Submit additional written information that provides for access, use and maintenance of the sanitary sewer lift-station, potable water lines, fire hydrants, stormwater management areas and related improvements for all current and future property owners. The future subdivision plans shall address how these property improvements will be maintained. Amendments to Resolution No. 98-163 or the creation of easements and/or agreements may also be needed to implement the proposed subdivision.

**Informational:**

1. On September 17, 1998, the County Council approved adoption of Resolution No. 98-163, which rezoned the property to IPUD.

\* \* \* \* \*

## **DEVELOPMENT ENGINEERING**

**Joe Spiller, Civil Engineer II**

**November 7, 2012**

**Direct Mail Express**

**2013-S-TRS-0015**

Development Engineering staff has reviewed the requested submission and provides the following comments:

1. The parcel is a legal lot per Direct Mail Express Unrecorded, 99-S-EXM-0300. Development of the site was previously approved under 1996-F-FSP-0106 and 1999-F-FSP-0068.
2. Preliminary FEMA Flood Insurance Rate Maps and previous design approvals indicate that the portions of the site where existing retention ponds are located will fall within Zone A designations; areas of 100-year flood, base flood elevations and flood hazard factors not determined.
3. The portion of Bellevue Avenue abutting the proposed project is classified as a thoroughfare collector roadway. The site falls within an Urban Land Use category and is greater than 2 miles of a school.
4. The plans do not indicate any new construction activity with the proposed subdivision. Drainage, access and utility easements will need to be provided as necessary. The engineer will need to certify that the infrastructure remains in compliance with existing permits.

\* \* \* \* \*

## **ENVIRONMENTAL PERMITTING**

**Danielle Dangleman, Environmental Specialist III**

**November 6, 2012**

**Direct Mail Express**

**2013-S-TRS-0015**

Environmental Permitting (EP) staff has reviewed the requested submission and provides the following comments:

1. EP has no objection to the subdividing of parcels as shown on the plan submitted.
2. Any future construction or site modification will require compliance with the environmental sections of the Land Development Code. No trees may be removed from the site without an issued tree permit.

\* \* \* \* \*

## **FIRE SAFETY**

**Michael Garrett, Fire Safety Inspector**

**November 4, 2012**

**Direct Mail Express**

**2013-S-TRS-0015**

Fire Safety Inspection staff has reviewed the requested submission and has no comments. Fire protection/water shall be supplied by the City of Daytona Beach.

\* \* \* \* \*

## **HEALTH**

**James McRae, Environmental Health Manager  
DOH/Volusia County Public Health Unit**

**November 6, 2012**

**Direct Mail Express**

**2013-S-TRS-0015**

Public Health Unit staff has reviewed the requested submission and provides the following comments:

1. Potable water to be supplied by City of Daytona Beach Utility.
2. Sewage disposal to be supplied by City of Daytona Beach Utility. If there are any old septic tank systems on the property they will require proper abandonment. Obtain n abandonment permit from the Health Department.
3. Obtain a lawn irrigation permit from the Health Department prior to construction of the lawn irrigation system.

\* \* \* \* \*

## **SCHOOL BOARD**

**Marian Ridgeway, VC School District**

**November 1, 2012**

**Direct Mail Express**

**2013-S-TRS-0015**

The school district does not have any objection or comments regarding the Direct Mail Express (2013-S-TRS-0015) project.

\* \* \* \* \*

## **SOILS**

**Dave Griffis, County Extension Director**

**November 5, 2012**

**Direct Mail Express**

**2013-S-TRS-0015**

As requested I visited the site. Soils were found to be:

1. #71 Urban Land. Areas of 85 percent or more of surface area covered with development.

\* \* \* \* \*

## **SURVEY**

**David H. Kraft, PSM, County Survey Manager**

**November 2, 2012**

**Direct Mail Express**

**2013-S-TRS-0015**

County Survey staff has reviewed the requested submission and provides the following comments:

1. This project does not appear to meet the criteria for a subdivision exemption. Therefore, a plat complying with Chapter 177 Part 1 F.S. and the Volusia County Land Development Code (Ord. 88-3, as amended) is required.
2. A certified Boundary and Location survey of the subject property performed within the last two years is required for this project, must be prepared by a Florida registered surveyor, showing the boundaries of the project and any existing streets, buildings, watercourses, easements and section lines.
3. A legal description of the parent property proposed for platting and a legal description of all the lots being platted must be added to the subdivision plan.
4. A legal description of the joint access easement must be added to the subdivision plan.

\* \* \* \* \*



## **TRAFFIC**

**Melissa Winsett, Transportation Planner**

**November 7, 2012**

**Direct Mail Express**

**2013-S-TRS-0015**

Traffic Engineering staff has reviewed the requested submission and provides the following comments:

1. Commercial driveways are required. The driveways must be a minimum of 24 feet wide with minimum 30-foot radii. If buses are anticipated to use the driveway, 50-foot pavement radius returns will be required for the driveways.
2. A 36-inch STOP sign, 24-inch wide white thermoplastic stop bar and 25 feet of 6-inch double yellow centerline striping will be required for each driveway.
3. Provide a street light at the driveway entrance for safety and nighttime visibility.
4. The gate on lot 1 must be a minimum of 125 feet from the right-of-way or remain open during normal business hours or provide an access easement to the driveway on lot 3.
5. All off-street parking areas shall be so arranged and marked as to provide for orderly safe loading, unloading, parking and storage of vehicles with individual parking stalls clearly defined, and with directional arrows and traffic signs provided as necessary for traffic control.
6. Handicap parking will be required for each lot in accordance with the attached detail.
7. Based on aerial photographs showing vehicles parking in grassed areas, there appears to be insufficient parking space.
8. A Non-vehicular Easement will be required on lot 2 due to the right turn lane in the right-of-way area.
9. Additional comments may be provided at subsequent stages of the development.

\* \* \* \* \*

## **UTILITIES**

**Scott Mays, P.E., Utilities Engineer**

**November 5, 2012**

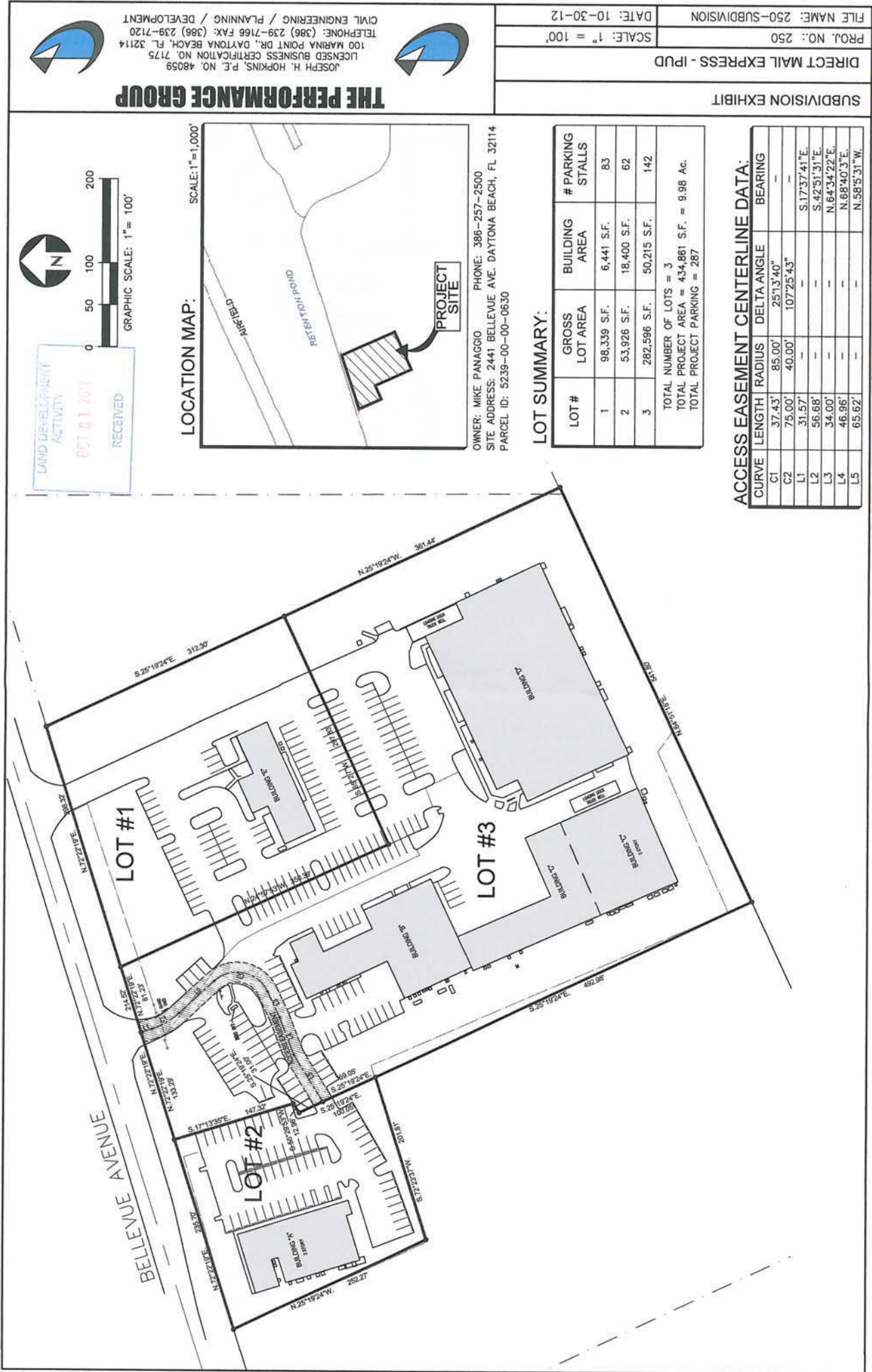
**Direct Mail Express**

**2013-S-TRS-0015**

Central utility service will be provided by the City of Daytona Beach. Therefore, we have no comments.

\* \* \* \* \*

\*Applicant submitted concept plan



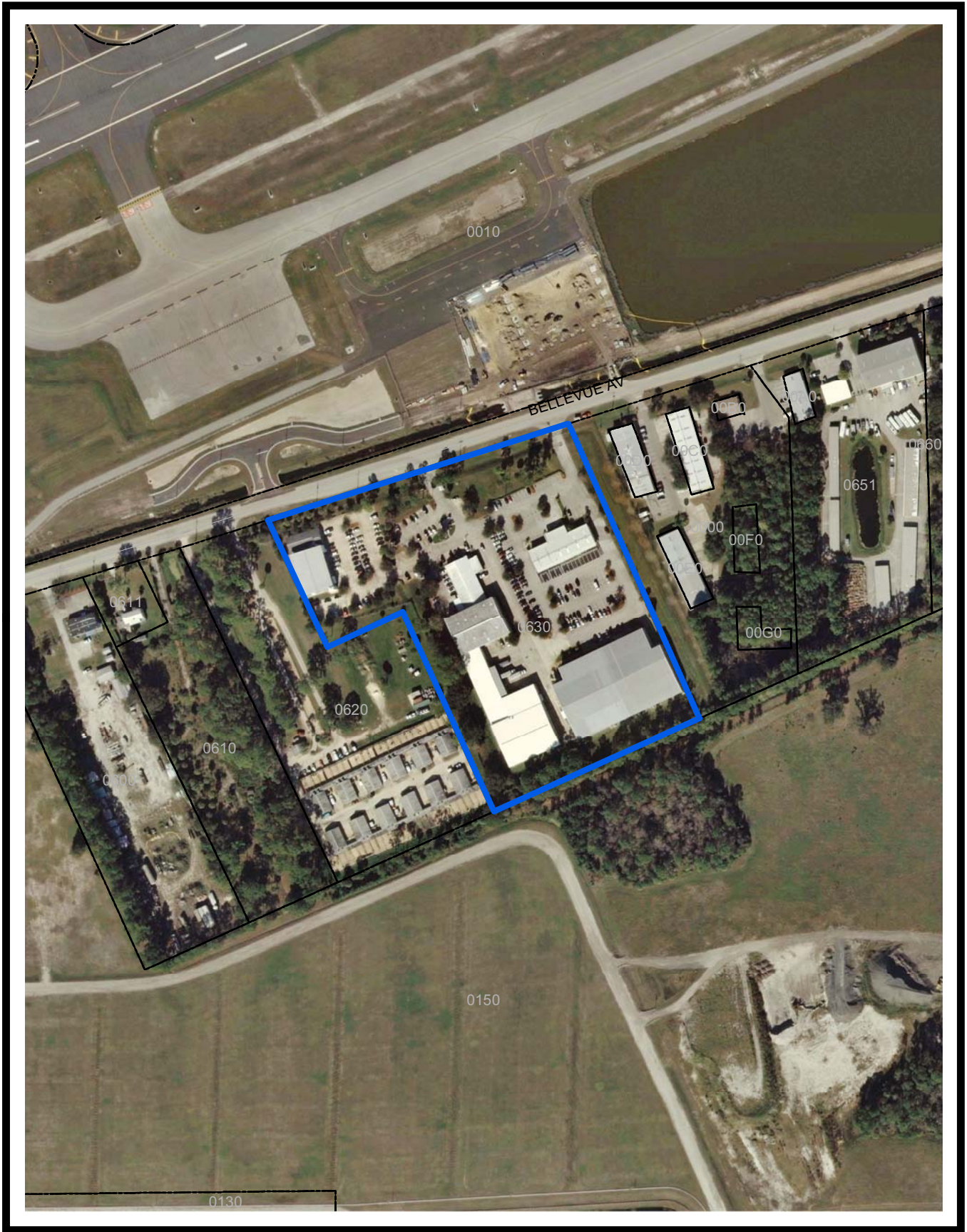
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747308

8. BLUE STRIPING SHALL BE TINTED TO MATCH SHADE 15180 OF THE FEDERAL STANDARDS 595C.



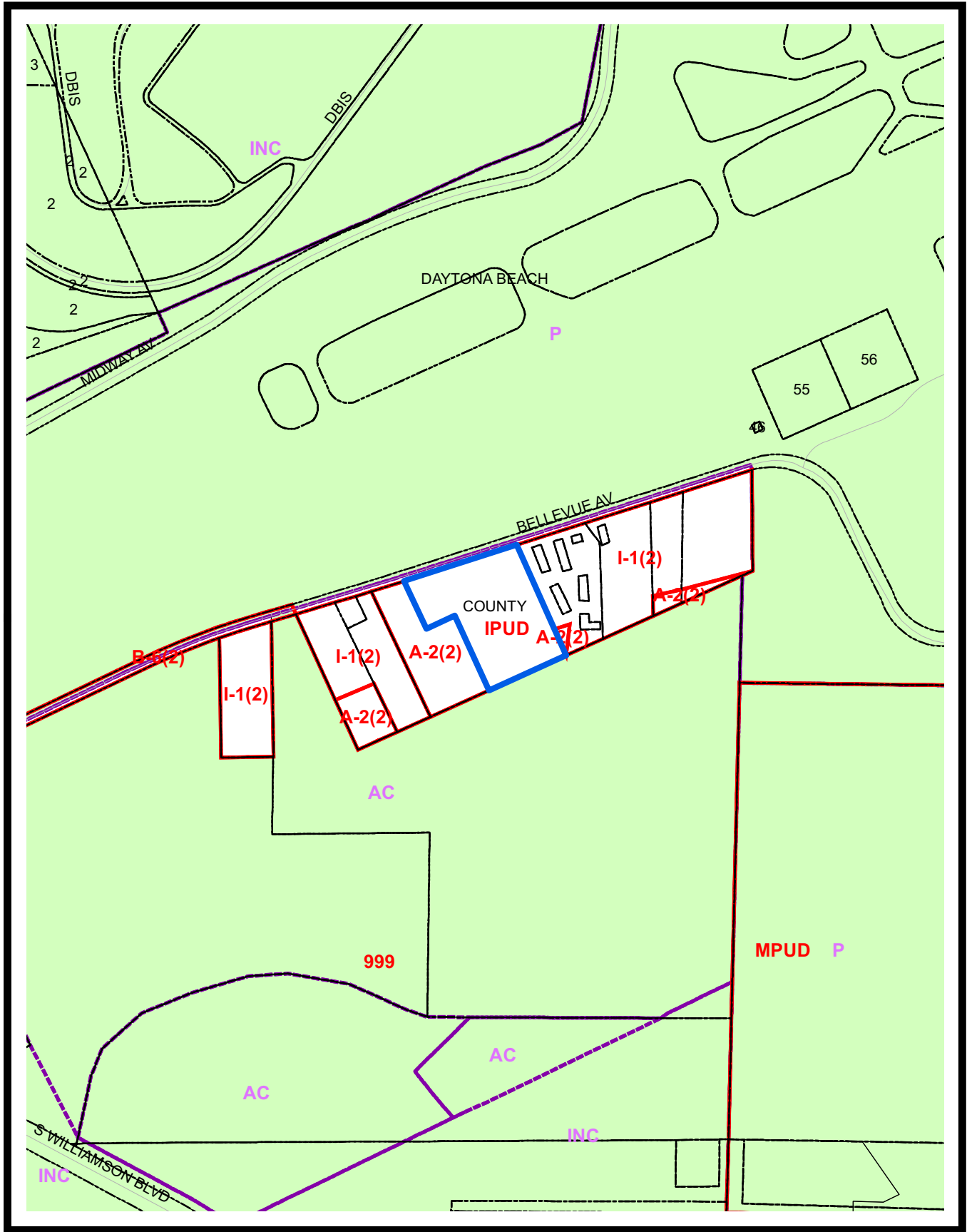




DIRECT MAIL EXPRESS  
2013-S-TRS-0015



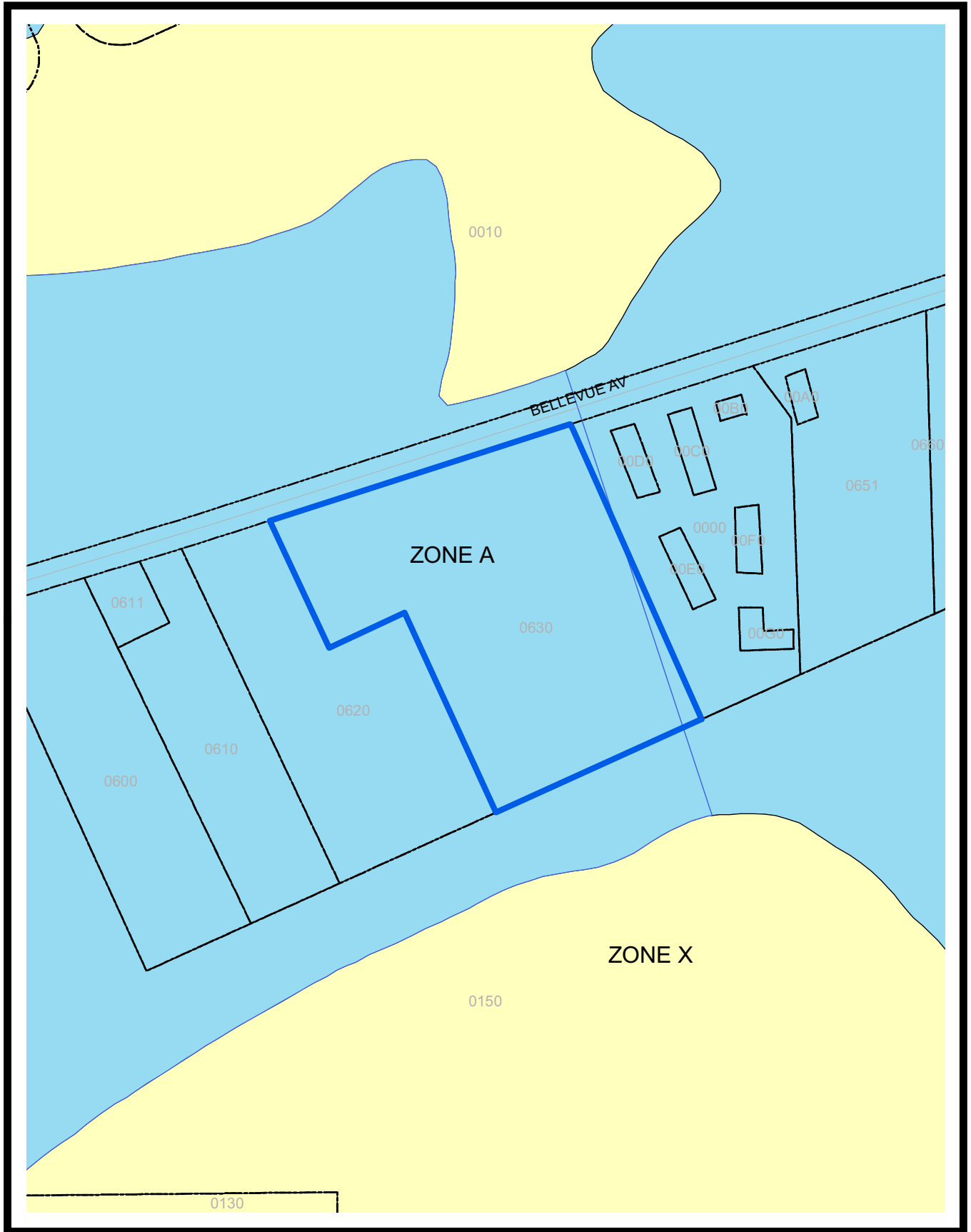
1 inch = 300 feet



DIRECT MAIL EXPRESS  
2013-S-TRS-0015



1 inch = 800 feet

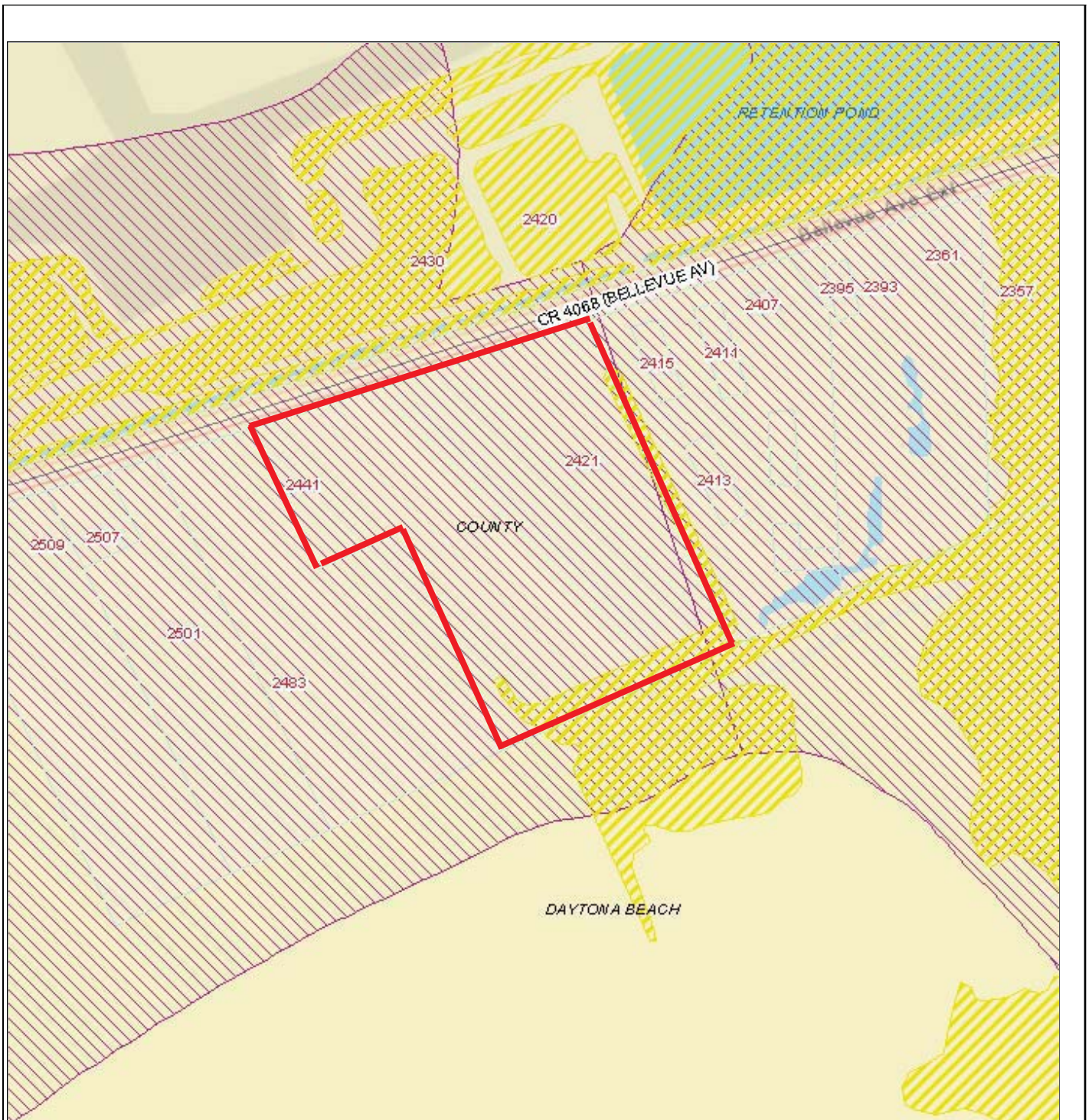


DIRECT MAIL EXPRESS  
2013-S-TRS-0015



1 inch = 300 feet





## Legend

Flood Hazard Zones Preliminary



Flood Hazard Zones Current



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SOURCE: PARCEL DATA, VOLUSIA COUNTY PROPERTY APPRAISER