



# City of Deltona

2345 Providence Blvd.  
Deltona, FL 32725

## Minutes

### Development Review Committee

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Thursday, August 18, 2016

9:00 AM

2nd Floor Conference Room

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#### 1. CALL TO ORDER:

The meeting was called to order at 9:00 am.

#### 2. ROLL CALL:

Also present: Phyllis Wallace, Public Works; Ron Paradise, Planning & Development Services; Kathrine Kyp, Planning & Development Services; Jerry Mayes, Economic Development; Monica Cassimere, Nine23 Management, LLC; Janae Gibson, Nine23 Management, LLC; and Jared Prince, Prince Construction.

**Present:** 4 - Member Leigh Grosvenor  
Member Gerald Chancellor  
Member Chris Bowley  
Member Steve Roland

#### 3. APPROVAL OF MINUTES & AGENDA:

##### A. Minutes of August 4, 2016

**Motion by Member Chancellor, seconded by Member Grosvenor, to approve the Minutes of August 4, 2016. The motion carried by the following vote:**

**For:** 4 - Member Grosvenor, Member Chancellor, Member Bowley and Member Roland

#### 4. PRESENTATIONS/AWARDS/REPORTS:

##### A. Appointment of Scott McGrath to the Development Review Committee

**Motion by Member Roland, seconded by Member Chancellor, to appoint Scott McGrath to the Development Review Committee. The motion carried by the following vote:**

**For:** 4 - Member Grosvenor, Member Chancellor, Member Bowley and Member Roland

**5. PUBLIC FORUM:****6. OLD BUSINESS:****7. NEW BUSINESS:****A. Pre-application meeting: Rezone 1342 Howland Boulevard to allow for an apartment and associated site plan requirements.**

Ms. Cassimere provided a brief summary regarding the proposed use of 1342 Howland Blvd. She stated that the 7,000 square foot building is to be remodeled into a fitness center and would like to rezone the building to allow for an apartment on the second level. Mr. Paradise noted that further research would need to be done by the City to determine the suitable zoning classification. Mr. Bowley added that the RPUD may be cost prohibitive to the applicant and perhaps Professional Business (PB) or Retail Commercial (C-1) can be altered to accommodate live-work units. Discussion regarding the City's home occupation licenses, lack of live-work units in the City, the rezoning application fees and the site plan process occurred amongst the committee and Ms. Cassimere.

Ms. Cassimere noted that the intended occupant for the upstairs apartment would be marketed towards a public service employee such as a firefighter or police officer and would incentivize around the fitness center. She noted that the elevator would access the apartment and there will be a dedicated entrance for the apartment. Discussion regarding access and modifications to the private lift stations ensued between Ms. Wallace and Ms. Cassimere.

Member Roland noted that the building is not in compliance and will need to be brought to the latest Florida Building Code Standards before it can be occupied. Discussion regarding previous permitting and timing of the apartment ensued. Member Chancellor suggested that Ms. Cassimere get the fitness center open and then the apartment at a later date. Ms. Grovesnor stated that the building will have separation requirements between the proposed uses and noted the entire building will need to be sprinklered and be brought into compliance with the code.

**8. STAFF COMMENTS:****9. BOARD/COMMITTEE MEMBERS COMMENTS:****10. ADJOURNMENT:**

The meeting was adjourned at 9:36 am.

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Chris Bowley, Chairperson

ATTEST:

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Kathrine Kyp, Board Secretary