



# City of Deltona

2345 Providence Blvd.  
Deltona, FL 32725

## Minutes

### Development Review Committee

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Thursday, February 2, 2023

9:00 AM

2nd Floor Conference Room

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**A. The Development Review Committee meeting is held both in person and in a virtual environment via Microsoft Teams and can be accessed by the following methods:**

**1. CALL TO ORDER:**

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

**2. ROLL CALL:**

Also present: Nashla Merced and Vanessa Suazo, Planning and Development Services; Interim City Manager James V. Chisholm; Kimberly Castro, City Managers Office; William Colon, Public Works; Michelle Widick; Zev Cohen & Associates; and Mike McQuarie.

**Present:** 5 - Chair Phyllis Wallace  
Member Leigh Grosvenor  
Member Carl Lynch  
Member Jerry Mayes  
Member Joseph L. Ruiz

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

**A. Minutes of January 19, 2023**

**Motion by Joseph L. Ruiz, seconded by Leigh Grosvenor, to approve the Minutes of January 19, 2023, as presented. The motion carried unanimously.**

**4. PRESENTATIONS/AWARDS/REPORTS:**

None.

**5. PUBLIC FORUM: Time permitted, public comments shall be limited to items on the agenda and shall not exceed two minutes. Please be courteous and respectful of the views of others. Personal attacks on Committee/Board members, City staff or members of the public are not allowed and will be ruled out of order by the Chair.**

Chair Wallace opened and closed public forum as there was none.

**6. OLD BUSINESS:**

None.

## 7. NEW BUSINESS:

None.

### A. **2920 Alarka Lane Multi-family - SP22-0004- DRC Approval for Final Site Plan**

Ms. Suazo explained Final Site Plan application SP22-0004 located at 2920 Alarka Lane submitted on May 5, 2022, to develop six (6) units on approximately 0.55-acres. A sufficiency letter was issued on May 10, 2022, and the first DRC comment letter was sent out on June 1, 2022. After four (4) reviews, the final revised plans were reviewed on January 5, 2023, and staff determined all substantive issues were satisfied.

Ms. Suazo stated staff recommends the DRC approve Final Site Plan application SP22-0004 with the following condition:

1. The proposed development shall be constructed in conformance with the approved Final Site Plan construction Drawings, Development Order, and other related documents for this project.

**Motion by Joseph L. Ruiz, seconded by Carl Lynch, to approve Final Site Plan application SP22-0004 for 2920 Alarka Lane with the condition stated in the Development Order. The motion carried unanimously.**

### B. **Vineland Reserve Phase III. - SD22-0006- DRC Approval for Final Plat**

Ms. Suazo explained Vineland Reserve Phase 3 Final Plat application, SD22-0006, is a proposal to subdivide approximately 38.77 acres of the Vineland Reserve Residential Planned Unit Development (RPUD). The proposed subdivision provides for 127 single-family lots (typical 50'x115'), open space tracts, landscape buffers tracts, drainage tracts, and three (3) streets to be dedicated to the City as Public Rights-of-Way (ROW). She explained the bond has been submitted to the City in the amount of \$2,877,503.55 on January 19, 2023.

Ms. Suazo stated the Final Plat application was received by staff on April 11, 2022, but was not found sufficient until August 17, 2022. Following the third submittal on December 15, 2022, the DRC deemed all comments satisfied on January 19, 2023. Therefore, staff recommends the DRC approve and recommend the City Commission accept the Vineland Reserve Phase 3 Final Plat application SD22-0006, with the following condition:

1. Consistent with Section 96-76, the Letter of Credit Agreement for the signed and sealed Letter of Credit in the amount of \$2,877,503.55, received on January 19, 2023, shall be recorded into the public records prior to or concurrently with the recordation of the Vineland Reserve Phase 3 Final Plat.

**8. STAFF COMMENTS:**

None.

**9. BOARD/COMMITTEE MEMBERS COMMENTS:**

None.

**10. ADJOURNMENT:**

The meeting adjourned at 9:12 am.

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Chairperson, Phyllis Wallace

ATTEST:

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Committee Secretary, Jessica Entwistle