



# City of Deltona

2345 Providence Blvd.  
Deltona, FL 32725

## Minutes

### Development Review Committee

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Thursday, September 25, 2025

9:00 AM

2nd Floor Conference Room

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A. The DRC and Informational/Pre-application 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: Brandon Hatch, Milton Robles, Nicole Robles, David Webster, Daryl Cooley, and Matthew West, Planning and Development Services; Kyle Nowland, Building Services; James Parrish, Dino Lucarelli Eric Kozielski, and Tony Elam, Deltona Water; and City Attorney Gemma Torcivia.

**Present:** 4 - Chair Phyllis Wallace  
Member John Cox  
Member Jordan Smith  
Member Chad Tate

**Absent:** 1 - Member Leigh Grosvenor

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

A. Minutes from September 11, 2025

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

**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:**

A. 1354 Blythe Avenue - Single Family Home - DRC Approval for Vacation of Easement

Brandon Hatch, Planner 1, spoke regarding Vacation of Easement Application VE25-0002, a proposal to vacate a six-foot-wide drainage and utility easement on the rear of the property at 1354 Blythe Avenue within the R1-A Single-Family Residential Zoning District. The application was received by staff on June 9, 2025. After multiple rounds of review, discussion with the utility providers, Public Works, and a staff site visit to the property, Staff has deemed the Vacation of Easement Application to be acceptable for approval. Staff finds that Vacation of Easement Application VE25-0002 complies with the City of Deltona Land Development Code, Comprehensive Plan, and Florida Statutes and recommends approval under the following conditions:

1. The applicant shall comply with all conditions outlined in the Development Order.
2. A building permit application shall be submitted to, reviewed, and approved by the Building Department for anything built or existing on the property.

Mr. Hatch also mentioned per LDC; the reporting board, Planning and Development Director makes the final decision. He also stated that the application is only for the vacation of easement and that a variance for the rear setback would still be needed for the accessory structure.

Deputy Utility Director, James Parrish informed the committee of the site being located within the Blue Springs Basin. He explained the possibility of future plans to construct a centralized sanitary sewer system in the area. He expressed that the abandoning of the easement could have an effect on future projects.

Chair Wallace informed the applicant of past vacation of easement processes and the conditions that may apply if the vacation is approved.

City Attorney Torcivia explained that the City of Deltona would not support the vacation of easement due to the possibility of future projects taking place in the area affected.

**Motion by Jordan Smith, seconded by John Cox to deny vacation of easement (VE25-0002) at 1354 Blythe Avenue. The motion carried unanimously.**

## **7. NEW BUSINESS:**

None.

## **8. STAFF COMMENTS:**

None.

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

None.

## **10. ADJOURNMENT:**

The meeting was adjourned at 9:15 am.

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Phyllis Wallace, Committee Chair

ATTEST:

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David Webster, Committee Secretary