



# City of Deltona

2345 Providence Blvd.  
Deltona, FL 32725

## Minutes

### Development Review Committee

---

Thursday, April 24, 2025

9:00 AM

2nd Floor Conference Room

---

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:

2. ROLL CALL:

**Present:** 3 - Member John Cox  
Member Leigh Grosvenor  
Member Chad Tate  
**Absent:** 2 - Chair Phyllis Wallace  
Member Jordan Smith

Also present: Samuel Schaller, Fire Safety; Jessica Entwistle, Brandon Hatch, Matthew West and David Webster Jr, Planning and Development Services; Bobbie Degon and Tony Elam, Deltona Water; James Parrish, Utilities; Zackery Good, City Attorney; Grisel Torres and Rashid Jamalabad.

3. APPROVAL OF MINUTES & AGENDA:

A. Minutes from March 13, 2025

Motion by Jessica Entwistle, seconded by Jim Parrish to approve the Minutes of March 13, 2025, as presented. The motion carried unanimously.

B. Minutes from March 27, 2025

Motion by Jessica Entwistle, seconded by Leigh Grosvenor to approve the Minutes of March 27, 2025, 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.**

Member Entwistle opened and closed public forum, as there was none.

**6. OLD BUSINESS:**

None.

**7. NEW BUSINESS:**

**A. 600 Fort Smith Blvd - School - Pre-Application Meeting**

Applicant Grisel Torres gave an overview of the project, which would be a private school operating in a house of worship.

Brandon Hatch, Planner 1, discussed landscaping, and Conditional Use application requirements.

Matthew West, Planning Manager, discussed the timing of the project, in which the applicant expressed her desire to open the school by August 2025.

Assistant Fire Marshall, Samuel Schaller, informed the applicant that a new sprinkler system would not be needed since the school is only using one room (sanctuary) for the students.

**B. 317 & 321 Fort Smith Blvd - General Office - Pre-Application Meeting**

Applicant Rashid Jamalabad gave an overview of his proposal to combine both lots for the purpose of retail or general office.

Member Entwistle discussed setbacks, necessary surveys, and the new architectural design standard that the applicant must abide by. She also recommended the applicant have an agreement with the property neighbor to use their access point.

Member Grosvenor confirmed that fire hydrants are nearby the property.

Deputy Utility Director, Jim Parish, confirmed that a force main available to connect to, and stated the applicant is required to connect to sanitary sewer and install an individual pump station.

Member Tate informed the applicant of the dumpster being wrongfully located within the setback on the conceptual site plan provided. A discussion about retention ponds and setbacks occurred.

Member Entwistle advised the applicant to contact Waste Pro for guidance on the

dumpster enclosure.

Brandon Hatch, Planner 1, discussed parking.

**C. 3150 Howland Boulevard - Oil Change Facility - Pre-Application Meeting**

Item was tabled.

**8. STAFF COMMENTS:**

None.

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

None.

**10. ADJOURNMENT:**

The meeting was adjourned at 9:30 am.

---

Phyllis Wallace, Committee Chair

ATTEST:

---

David Webster Jr, Committee Secretary