



City of Deltona

2345 Providence Blvd.
Deltona, FL 32725

Minutes

Development Review Committee

Thursday, December 11, 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:

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

2. ROLL CALL:

Also present: Brandon Hatch, Milton Robles, Nicole Robles, David Webster, Freshteh Somji, Daryl Cooley, Nelly Kerr, and Matthew West, Planning and Development Services; James Parrish, Dino Lucarelli, Eric Kozielski, and Bobbie Degan, Deltona Water; Kyle Nowland, Building Services; Oscar Castaneda, Monoca Diaz, Benjamin Beckham, Ed Kassik, and Kayla Ramirez-Melendez.

Present: 4 - Member John Cox
Member Leigh Grosvenor
Member Jordan Smith
Member Chad Tate

Absent: 1 - Chair Phyllis Wallace

3. APPROVAL OF MINUTES & AGENDA:

A. Minutes from November 13, 2025

Motion by Jordan Smith, seconded by Chad Tate to approve the Minutes of November 13, 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 Smith opened and closed public forum, as there was none.

6. OLD BUSINESS:

A. Osprey Estates - Final Site Plan - DRC Approval for Final Site Plan

Alternate Entwistle, spoke regarding Osprey Estates Phase 1 Preliminary Plat Revision application SD24-0016. The applicant submitted on September 4, 2024 revising the previously approved Preliminary Plat, requesting to remove lot 3 to allow for the redesign and expansion of the retention ponds within the 166-lot single family subdivision. The applicant has worked diligently with the City's Engineering Consultant to revise their plat to ensure all items were addressed accordingly. The application underwent 3 reviews, and the final submittal was received on November 20th. Staff has determined the application to be satisfactorily addressed and recommends the DRC approve the Osprey Estates Preliminary Plat Revision with the condition that all legal fees are paid and the Development Order is followed.

Motion by Jordan Smith, seconded by Jim Parrish to approve Osprey Estates with the conditions stated in the development order and by the Development Review Committee. The motion carried unanimously.

7. NEW BUSINESS:

A. Moncafé Inc Mobile Coffee Cart - 1200 Deltona Blvd - Pre-Application Meeting

Applicant Monoca Diaz gave an overview of the project which involves leasing a small, previously unoccupied 10x7 ATM building located within the Deltona Plaza at 1200 Deltona Boulevard. She discussed her plans to utilize the building as a service kiosk to offer residents and commuters a convenient, consistently assessable location for high-quality drinks from 6AM to noon. Beverages include hot coffee, hot tea, and iced coffee. She stated that the kiosk will have a hand washing station and wastewater will be transferred from the site to an off-site facility for dumping.

Assistant Fire Marshal, Samuel Schaller informed the applicant that a permit is needed for any alterations done to the interior of the unit.

Assistant Building Official, Kyle Nowland informed the applicant that a bathroom would be required for the operation. He suggested the applicant contact Volusia County Health Department for additional guidance pertaining to food handling requirements. He also stated that engineered plans would be required for any alterations done to the building.

B. Little Sprouts Learning Pod School - 830 Courtland Blvd - Pre-Application Meeting

The applicant, Kayla Ramirez-Melendez gave an overview of the project; a small daycare and learning pod that will enroll no more than 5 students.

Planning Manager, Matthew West informed the applicant that this daycare will require a conditional use. He expressed concerns about ingress/egress to the property from the main road, Courtland Boulevard.

Ms. Melendez stated that drop off and pickup periods will be staggered with 5 students being picked up within a 50 minute time frame, all at separate times. She also added that 1 other employee will be certified to assist her.

Discussion occurred about wastewater and application fees.

Deputy Utility Director, Jim Parrish advised the applicant to contact Volusia Health Department to evaluate the septic load for a daycare. He also stated that the Right-of-Way cannot be used for parking.

Discussion about parking, access and driveway expansion occurred.

C. Commissary Kitchen - 85 and 87 Courtland Blvd - Pre-Application Meeting

The applicant, Oscar Castaneda gave an overview of the project; a proposal to open a full commercial commissary kitchen inside a pre-engineered steel building.

Planner 1, Brandon Hatch informed the applicant that a food trailer will not be allowed to park on-site overnight. He also stated that the proposed steel building would not meet local design standards. He advised the applicant to configure a new site plan showing stormwater retention and parking areas.

Member Grosvenor stated that drive aisles must be at least 20 feet wide.

Deputy Utility Director, Jim Parrish informed the applicant that environmental surveys such as gopher and tree surveys will be required for the project. He also stated that a private lift station would have to be installed to connect to the force main.

Economic Development Director, John Cox informed the applicant about important tax history and information regarding the parcels.

City Engineer, Dino Lucarelli stated that only 1 entrance will be allowed for the site. He also stated that the alley way would have to be improved before use.

8. STAFF COMMENTS:

None.

9. BOARD/COMMITTEE MEMBERS COMMENTS:

None.

10. ADJOURNMENT:

The meeting was adjourned at 10:05 am.

Phyllis Wallace, Committee Chair

ATTEST:

David Webster Jr, Committee Secretary