



# City of Deltona

2345 Providence Blvd.  
Deltona, FL 32725

## Minutes

### Development Review Committee

---

Thursday, January 9, 2025

9:00 AM

2nd Floor Conference Room

---

**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:

**Present:** 3 - Chair Phyllis Wallace  
Member Leigh Grosvenor  
Member Chad Tate

**Absent:** 2 - Member John Cox  
Member Jordan Smith

Also present: Samuel Shaller, Sharon Shivers, Fire Safety; Jonathan Knight, Jessica Entwistle, Brandon Hatch and David Webster Jr, Planning and Development Services; Bobbie Degon and Tony Elam, Deltona Water; James Parrish, Utilities; Zackery Good, City Attorney; Chris Casey, Zahn Engineering; Victoria Cuervo, Nicolas Tellez, Michael Muniz, Atwell; Paul Holub Jr, Mike Harvie, Scott McGrath and Althea King.

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

##### A. **Minutes from December 12, 2024**

**Motion by Phyllis Wallace, seconded by Jessica Entwistle to approve the Minutes of December 12, 2024, 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.

**6. OLD BUSINESS:**

**A. 3095 Howland Blvd. - Culvers - DRC Approval for the Final Site Plan**

Jonathan Knight spoke regarding Final Site Plan application SP24-0012, for a Culvers restaurant and drive thru. The application was received by City Staff on July 9, 2024, with the sufficiency letter issued on July 12, 2024. After three rounds of review by the Development Review Committee, staff found the Final Site Plan compliant with all standards established in Section 75-4 of the City of Deltona Land Development Code. Mr. Knight recommended the Development Review Committee to approve and accept the Culvers Final Site Plan Application number SP24-0012, based on the following condition:

1. The applicant shall address all requirements of Volusia County related to ingress/egress on Howland Boulevard prior to receiving a Certificate of Occupancy.

**Motion by Jessica Entwistle, seconded by Leigh Grosvenor to approve the Culvers at 3095 Howland Boulevard with the condition stated in the development order. The motion carried unanimously.**

**7. NEW BUSINESS:**

**A. 1689 N Normandy Blvd - Gas Station - Pre-Application Meeting**

Applicant, Keith Haugdahl, explained the gas station would have a total of eight (8) fuel pumps.

Alternate Entwistle advised the applicant on parking and landscaping requirements.

Member Grosvenor discussed the need for a fire hydrant to be installed and space regarding drive aisles.

Chair Wallace spoke about ingress/egress for the site. She recommended that the entrance and exit on Normandy Boulevard be as far south from the Saxon/Normandy intersection as possible.

Discussion occurred regarding utility permits.

Chair Wallace advised the applicants to be diligent in mitigating potential storm water issues and a tree survey would be required.

The applicant stated that a retention pond will be developed on site.

Discussion occurred about alcohol sales in which City Attorney Good suggested the applicant examine Chapter 6 of the Land Development Code that discusses the sales of alcoholic beverages.

**B. 3026 Howland Blvd. - Pre-application Meeting - Final Site Plan**

Applicant Chris Casey gave an overview of the project and explained recent changes made to the exterior layout of the proposed daycare by removing the intended retention pond to make more space for a child play area.

Discussion occurred about landscaping and cross access. Staff requested the applicant to work with the Dollar General for cross access.

Member Grosvenor discussed the fire code, sprinklers and parking.

**C. 1240 East Normandy Blvd. – Pre-application Meeting – Final Site Plan**

Applicants Mike Harvie and Scott McGrath gave an overview of their project, stating the office would be utilized as a tutoring facility for children. Harvie explained that the school is anticipating a maximum enrollment of 30 kids with business operating hours being 9:00am to 12:00pm and 1:00pm to 4:00pm; Mondays, Wednesdays, and Thursdays.

Alternate Entwistle advised the applicants on parking requirements.

Discussion occurred about landscaping and addressing in which Alternate Entwistle referenced the Volusia County Property Appraiser's stating that the correct address for the property is 1240 East Normandy Boulevard Suite 100 and 200.

**8. STAFF COMMENTS:**

None.

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

None.

**10. ADJOURNMENT:**

The meeting adjourned at 9:50 am.

---

Phyllis Wallace, Committee Chair

ATTEST:

\_\_\_\_\_  
David Webster Jr, Committee Secretary