



MEMORANDUM

DATE: September 11, 2025

TO: Development Review Committee

FROM: Brandon Hatch, Planner I

THRU: Planning and Development Services

Applicant: Ryan Fallin P.E., AVID / McAdams

SUBJECT: SP25-0006 - Final Site Plan application for Lot 2 of the Howland Marketplace Business Planned Unit Development (BPUD) to allow a 2,373 square-foot Wendy's restaurant with a drive-thru, located at 3270 Howland Boulevard within the Howland Marketplace Business Planned Unit Development (BPUD) Zoning District.

REFERENCES: Howland Marketplace Development Order, City Comprehensive Plan, Code of Ordinances Section 75-4, Howland Marketplace BPUD Development Agreement.

REQUEST: The applicant is requesting approval of Final Site Plan SP25-0006, to construct an approximate 2,373 square-foot Wendy's restaurant with a drive-thru. Approval of this application by the Development Review Committee (DRC) will authorize the execution and recording of the Development Order and Final Site Plan, thereby allowing the applicant to proceed to schedule a pre-construction meeting and the building permit phase.

DISCUSSION: The Final Site Plan application was submitted to the Planning and Development Services Department on May 28, 2025. Following a sufficiency review, an Acceptance Letter was issued on June 3, 2025. The first DRC comment letter was provided on July 1, 2025. After two review cycles, all substantive issues have been addressed.

ANALYSIS: Staff has completed a comprehensive review of the Final Site Plan and supporting documentation and has determined the submittal to be in compliance with the applicable requirements of the City's Land Development Code and Comprehensive Plan.

DEVELOPMENT REVIEW COMMITTEE:

The proposed Final Site Plan complies with all relevant provisions of the City's Comprehensive Plan and Chapter 75 of the Land Development Code. Therefore, staff recommends the Development Review Committee approve the Final Site Plan SP25-0006, subject to the following conditions:

1. The applicant shall comply with all conditions outlined in the Development Order.
2. A pre-construction meeting with the Engineering Department shall be scheduled and attended prior to the start of any site work.

3. A building permit application shall be submitted to, reviewed, and approved by the Building Department before construction begins.
4. A Business Tax Receipt shall be submitted with the Business Tax Office prior to the issuance of a Certificate of Occupancy for the business.

LEGAL DESCRIPTION:

LOTS 2, HOWLAND MARKETPLACE, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN MAP BOOK 66, PAGES 188 THROUGH 189, INCLUSIVE, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA.

ATTACHMENTS:

- Development Order