



# MEMORANDUM

DATE: September 11, 2025

TO: Development Review Committee

FROM: Brandon Hatch, Planner I

THRU: Planning and Development Services

SUBJECT: SP24-0015 - Final Site Plan application to allow a 70-foot wireless communications tower at 1420 Courtland Boulevard. The property is  $\pm$  2.76 acres and zoned R1, Single-Family Residential.

Applicant: Scott Henze, Verizon Wireless

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**REFERENCES:** City Comprehensive Plan, Code of Ordinances Chapter 82, Code of Ordinances Section 75-4.

**REQUEST:** The applicant is requesting approval of Final Site Plan SP24-0015, to construct a 70-foot wireless communications tower. Approval of this application by the Development Review Committee (DRC) Meeting will authorize the execution and recording of the Development Order and site plans, thereby allowing the applicant to proceed to the building permit phase.

**DISCUSSION:** The Final Site Plan application was submitted to the Planning and Development Department on October 31, 2024. The initial completeness review warranted an insufficient submittal and, a insufficiency letter was sent out on November 5, 2024. A resubmittal was received on January 21, 2025 and was found acceptable with an acceptance letter being issued on March 12, 2025. The first DRC comment letter was provided on February 25, 2025. Over the course of three review cycles, all substantive issues have been addressed to staff's satisfaction.

**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, Chapter 82, and Chapter 75 of the Land Development Code. Therefore, staff recommends that the Development Review Committee approve the Final Site Plan SP24-0015, 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 either business.

**LEGAL DESCRIPTION:**

TRACT G DELTONA LAKES UNIT 38, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN MAP BOOK 27, PAGES 202 THROUGH 208, INCLUSIVE, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA.

**ATTACHMENTS:**

- Development Order