



**CITY OF TITUSVILLE
DEVELOPMENT REVIEW COMMITTEE (DRC)
City Hall Council Chamber
555 South Washington Avenue, Titusville, FL 32781
February 4, 2025 at 2:00 pm**

NOTICE

All persons who anticipate speaking on any Public Hearing item must fill out an Oath Card to be heard on that agenda item and sign the oath contained thereon. These cards are located on the table near the entrance to the Council Chamber or may be obtained from the Recording Secretary. This meeting will be conducted in accordance to the procedures adopted in Resolution # 24-1997.

Those speaking in favor of a request will be heard first, those opposed will be heard second, and those who wish to make a public comment on the item will speak third. The applicant may make a brief rebuttal if necessary. A representative from either side, for or against, may cross-examine a witness.

Anyone who speaks is considered a witness. If you have photographs, sketches, or documents that you desire for the Commission to consider, they must be submitted into evidence and will be retained by the City. Please submit such exhibits to the Recording Secretary.

Applicants for land use and zoning related items are advised that the resumes of staff members who prepare applicable staff reports are on file in the City Clerk's Office.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **DETERMINATION OF A QUORUM**
5. **APPROVAL OF MINUTES**
6. **QUASI-JUDICIAL CONFIRMATION PROCEDURES**
 - a. **Verify all persons wishing to speak before the committee has signed an Oath Card.**
 - b. **Chairman confirms that all agenda items have been properly advertised.**
 - c. **Member's statements if they have visited any of the sites, or spoken to any members of the public regarding an item to be reviewed today.**
7. **OLD BUSINESS**
8. **NEW BUSINESS**
 - a. **DRC #6-2025**

Discussion of the following waiver request: Transportation Infrastructure Technical Manual Section 9.11.1.3.2 Driveway Connection Requirement – To allow a commercial driveway to exceed the maximum 30' width at the property line for property located at the northwest corner of SR 50 and Helen Hauser Boulevard.

9. PUBLIC COMMENT

10. ADJOURNMENT

Any person who decides to appeal any decision of the Development Review Committee, with respect to any matter considered at this meeting, will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

The City desires to accommodate persons with disabilities. Accordingly, any physically handicapped person, pursuant to Chapter 286.26 *Florida Statutes*, should at least 48 hours prior to the meeting, submit a written request to the chairperson of the meeting that the physically handicapped person desires to attend.

***Development Review Committee
January 9, 2025***

The Development Review Committee (DRC) of the City of Titusville, Florida met in session in Council Chambers located at 555 South Washington Avenue on Thursday January 9, 2025 at 2:00 p.m.

XXX

Chairman and City Engineer Kwabena Ofofu called the meeting to order at 2:00 p.m. Present were Public Works Engineer Jackie Foster, Principal Planner Eddy Galindo, Deputy Building Official Martin Abell, Fire Inspector Michael Shervington. Also present was Deputy Community Development Director Mandy Lamothe and Recording Secretary Laurie Dargie.

XXX

Member Galindo made a motion to approve the December 17, 2024 minutes as presented. Member Abell seconded. There was a unanimous voice vote in favor.

XXX

Election of Officers

Mr. Galindo nominated Kwabena Ofofu to remain as the Chairman. Member Abell seconded. Mr. Ofofu accepted the nomination. There were no other nominations.

Roll call was as follows:

Member Galindo	Yes
Chairman Ofofu	Yes
Member Reller	Yes
Member Abell	Yes
Member Shervington	Yes

Motion passed.

XXX

New Business

DRC #01-2025 – Tru Hotel – West of Helen Hauser Blvd, Parcel ID 22-35-30-AV-*-40.01

Ms. Lamothe read the staff report.

The waiver requested is as follows:

The applicant is requesting the Development Review Committee (DRC) to grant the following waivers:

*Development Review Committee
January 9, 2025*

1. To the criteria specified in the City's Transportation Infrastructure Technical Design Manual Chapter 9 – Transportation Infrastructure, Section 9.7, which establishes the requirement of curbing.
2. To the criteria specified in the City's Transportation Infrastructure Technical Design Manual Chapter 9 – Transportation Infrastructure, Section 9.17.1.1 which establishes the minimum parking space dimensions for development within the City.

XXX

Lindwood “Woody” Rice came to speak in favor of this item. Mr. Rice stated that the waivers he requested were in the matrix that he provided to staff for review. Mr. Rice said that he wanted to be sure that the Development Review Committee would look at each of those requested waivers and make a decision at today's meeting. Mr. Rice provided detailed information regarding each of the waivers requested.

The Development Review Committee members had discussion with Mr. Rice regarding the waivers being requested.

During discussion it was determined that the request for reduced stormwater freeboard is an administrative waiver that will have to be requested outside of the Development Review Committee.

XXX

Member Reller made a motion to approve the following waiver requests under DRC#01-2025 Tru Hotel – West of Helen Hauser Blvd, Parcel ID 22-35-30-AV-*-40.01

1. Reduce parking count flexibility to utilize three (3) regular parking spaces and two (2) motorcycle parking spaces as dual purpose regular parking and truck parking.
2. Reduce curbing requirements to allow ribbon curbing throughout the site where necessary.
3. Reduce parking dimensions to 9'x18' with the exception of the American Disability Act (ADA) parking spots.
4. Allow Best Management Practices (BMP) credit as landscape area and to allow Best Management Practices (BMP) credit as open space.
5. Allow additional building height by one (1) story.
6. To allow expedited application review

Member Galindo seconded.

*Development Review Committee
January 9, 2025*

Chairman Ofosu asked for an amendment to the motion for the dual-purpose parking that signage be required for those parking spaces to indicate such use. Member Reller accepted the amendment. Member Galindo accepted also.

Roll call was as follows:

Member Reller	Yes
Chairman Ofosu	Yes
Member Galindo	Yes
Member Abell	Yes
Member Shervington	Yes

Motion passed.

XXX

DRC #04-2025 – Home2Suites – West of Helen Hauser Blvd., south of Cheney Highway, Parcel ID 22-35-30-AV-*-90.01

Ms. Lamothe read the staff report.

The waiver requested is as follows:

The applicant is requesting the Development Review Committee (DRC) to grant the following waivers:

1. To the criteria specified in the City’s Transportation Infrastructure Technical Design Manual Chapter 9 – Transportation Infrastructure, Section 9.7, which establishes the requirement of curbing.
2. To the criteria specified in the City’s Transportation Infrastructure Technical Design Manual Chapter 9 – Transportation Infrastructure, Section 9.17.1.1 which establishes the minimum parking space dimensions for development within the City.

XXX

Linwood “Woody” Rice of Titusville, Florida spoke in favor of this time.

The Development Review Committee members had some discussion with Mr. Rice.

XXX

Development Review Committee
January 9, 2025

Member Reller made a motion to approve the waiver requests under DRC#04-2025 – Home2Suites south of Cheney Highway, Parcel ID 22-35-30-AV-*-90.01

1. Parking count flexibility to be able to reduce the parking count by five (5) percent of the required spaces.
2. Reduce curbing requirements to allow ribbon curbing throughout the site where necessary
3. Reduce parking dimensions to 9’x18’ with the exception of the American Disability Act (ADA) parking spots.
4. Allow Best Management Practices (BMP) credit as landscape area and to allow Best Management Practices (BMP) credit as open space.
5. Allow additional building height by one (1) story.
6. To allow expediated application review

Roll call was as follows:

Member Reller	Yes
Member Galindo	Yes
Chairman Ofosu	Yes
Member Abell	Yes
Member Shervington	Yes

Motion passed.

XXX

Public Comment

None

XXX

Adjournment 3:08 p.m.



City of Titusville Staff Report

DEVELOPMENT REVIEW COMMITTEE (DRC) - #6-2025

Waiver Request for Race Trac northwest corner of SR 50 and Helen Hauser Boulevard

Meeting Date:	February 4, 2025
Prepared By:	Mandy Lamothe, Deputy Community Development Director
Applicant(s):	Bryan Potts, P.E.
Applicant's Request:	To allow the following waiver request: 1. Driveway access width more than the maximum allowed
Staff Recommendation:	Consideration of the proposed waiver request

Background Information

The applicant, Aubrey Sharp, is requesting the Development Review Committee (DRC) grant the following waivers for the site located at the northwest corner of SR 50 and Helen Hauser Boulevard.

1. To the criteria specified in the City's Transportation Infrastructure Technical Design Manual Chapter 9 – Transportation Infrastructure, Section 9.11.1.3.2 which establishes the maximum driveway access width at the property line for development within the City.

The request is associated with a proposed Race Trac project that is currently under site plan review.

Waiver Criteria

Pursuant to Section 34-286 of the Code, the DRC has the authority to waive this requirement using the following review criteria specified in Section 34-288:

1. The alternative standards promotes flexibility and environmental soundness in layout and design; or
2. The proposed new standards are appropriate to the proposed type of development; or
3. The property exhibits physical constraints that prevent the implementation of provisions of the City's technical manuals and the waiver would allow the implementation of the code provision to the greatest extent possible; or
4. The waiver would be based on the latest best professional practices that would not be possible in implementing the code provision.

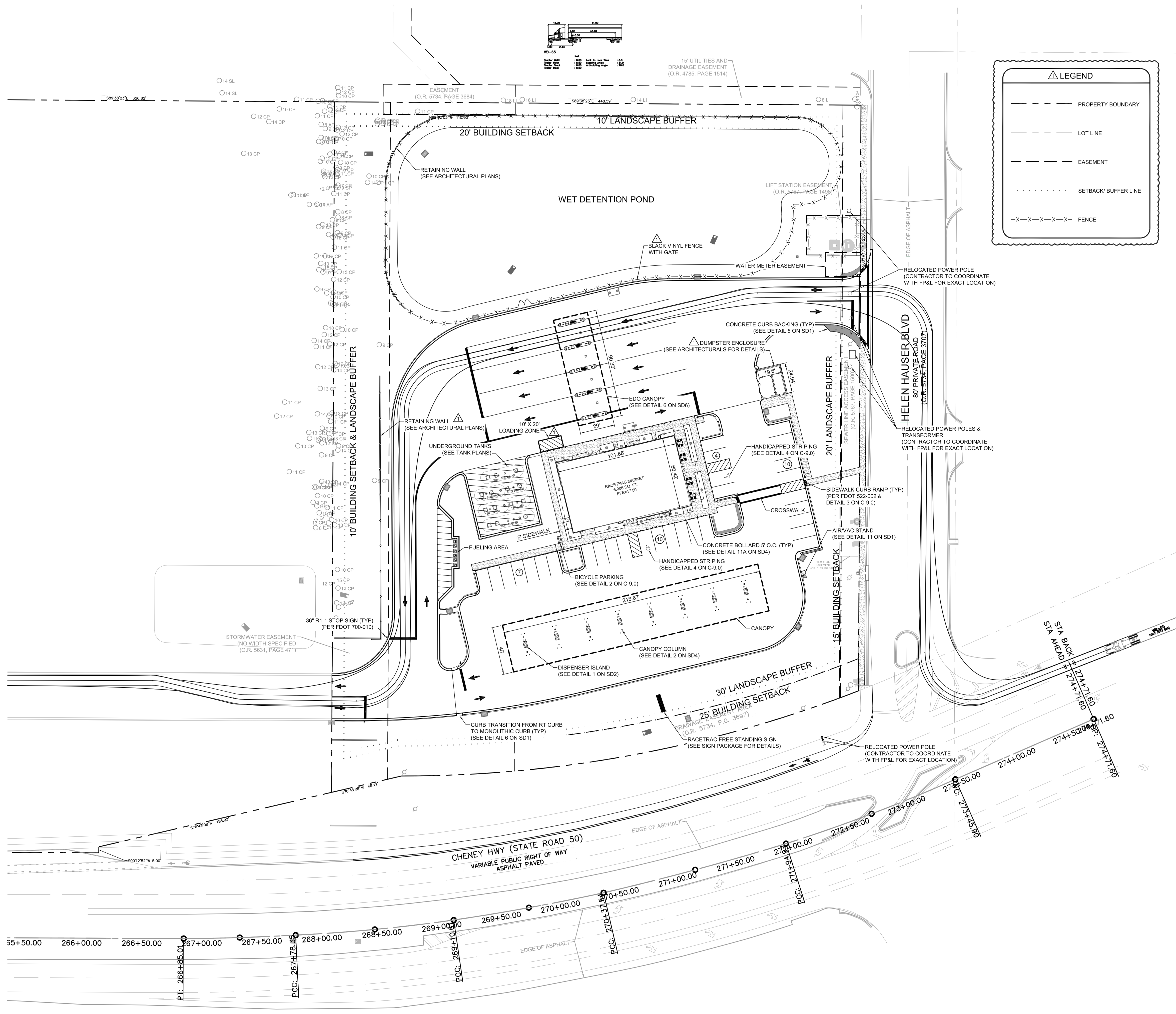
Analysis

According to the applicant, the proposed driveway off Helen Hauser Blvd is designed to serve trucks, who can refuel in the diesel pump area at the rear of the site. The drive aisle is 36'. The property line is 10.21' from the edge of pavement, which makes the 51.43' width fall on the driveway radius (35' exit, 25' entry).

Recommendation

The Development Review Committee (DRC) shall weigh the physical development constraints involved with the property in order to implement the code to the greatest extent possible, consider the criteria for waivers in Sec. 34-288 and also consider the criteria for removal of a heritage tree in Sec. 30-32(e) of the Code.

Pursuant to Section 34-289 of the Code, the DRC shall review waiver applications with staff comments and either approve, approve with conditions or deny the request by a majority of the attending committee members. Any appeals to the decision of the DRC shall be heard by the Board of Adjustment and Appeals within thirty (30) days after the decision has been rendered.



SITE DATA

PROPERTY LOCATION: NW CORNER SR 50 & HELEN HAUSER BLVD

PARCEL ID: 22-35-30-AV-27, 22-35-30-AV-57.01, 22-35-30-AV-57.02, & 22-3530-AV-5

LOCAL MUNICIPALITY: CITY OF TITUSVILLE

FUTURE LAND USE: COMMERCIAL HIGH INTENSITY (CHI)

CURRENT ZONING: TOURIST (T)

PROPOSED USE: GAS STATION WITH CONVENIENCE STORE

PROJECT AREA: 5.45 AC

IMPERVIOUS SURFACE RATIO: 145,232.58 / 237,363.63 = 0.612

PROPOSED FAR: 0.025

MINIMUM OPEN SPACE: 25%

PROPOSED OPEN SPACE: 38.8%

BUILDING SETBACKS

FRONT (SOUTH)	25'
SIDE (EAST)	15'
SIDE (WEST)	10'
REAR (NORTH)	20'

LANDSCAPE BUFFERS

FRONT (SOUTH)	30'
SIDE (EAST)	20'
SIDE (WEST)	10'
REAR (NORTH)	10'

SOILS

SOIL NUMBER	NAME	USDA TEXTURE	HYDROLOGIC GROUP
30	MALABAR	SAND	A/D
26	HOLCOPAW	SAND	A/D
19	RIVERA	SAND	C/D

SOILS DATA FROM USDA NRCS ONLINE SOILS SURVEY DATED SEPTEMBER 1, 2022

FLOOD ZONE
THE SITE IS LOCATED IN FLOOD ZONE X, NOT A SPECIAL FLOOD AREA, PER FEMA F.I.R.M. PANEL 12009C0215 G, DATED MARCH 17, 2014, BREVARD COUNTY, FLORIDA.

WETLANDS
THE SITE IS MOSTLY WETLANDS.

VEGETATION
THE SITE IS CURRENTLY A VACANT WETLAND.

PARKING REQUIRED

C-STORE	6,006 SQ. FT. X (1 SPACE PER 250 SQ. FT.)	25 SPACES
TOTAL PARKING REQUIRED		25 SPACES

PARKING PROVIDED

STANDARD PARKING SPACES	29 SPACES
HANDICAPPED PARKING SPACES	2 SPACES
TOTAL PARKING PROVIDED	31 SPACES

STORMWATER MANAGEMENT:
STORMWATER FACILITIES SHALL BE DESIGNED AND PERMITTED IN ACCORDANCE WITH THE CITY OF TITUSVILLE AND ST. JOHNS RIVER WATER MANAGEMENT DISTRICT.

- GENERAL SITE NOTES:**
- THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL PERMITS.
 - ALL CURB DIMENSIONS ARE FROM THE FACE OF GUTTER. ALL BUILDING DIMENSIONS ARE TO THE FACE OF STRUCTURAL CMU.
 - ALL RADII ARE 5' UNLESS OTHERWISE NOTED.
 - ALL EXISTING UTILITIES SHALL BE FIELD VERIFIED AT ALL POINTS OF CONNECTION AND AREAS OF CONFLICT.
 - ALL PUBLIC IMPROVEMENTS, INCLUDING ADJACENT SIDEWALKS, WILL BE CHECKED AT FINAL INSPECTION. ANY DAMAGED, BROKEN, OR CRACKED SECTIONS SHALL BE REPLACED PRIOR TO ISSUANCE OF CERTIFICATIONS OF OCCUPANCY.
 - ALL CONSTRUCTION SHALL MEET CITY REQUIREMENTS.
 - ALL SITE IMPROVEMENTS SHALL CONFORM TO A.D.A AND FLORIDA ACCESSIBILITY CODE.
 - THE CONTRACTOR IS RESPONSIBLE FOR THE NOTIFICATION, LOCATION AND PROTECTION OF ALL UTILITIES THAT MAY EXIST WITHIN THE PROJECT LIMITS. THE CONTRACTOR SHALL NOTIFY SUNSHINE LOCATORS FORTY-EIGHT (48) HOURS PRIOR TO BEGINNING CONSTRUCTION AT 1-800-432-4770, MONDAY THROUGH FRIDAY 7:00 AM TO 4:30 PM.
 - CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF TOWERS, SLOPE PAVING, COLUMNS, DOOR LOCATIONS, AND UTILITY ENTRANCES.
 - EXISTING STRUCTURES WITHIN CONSTRUCTION LIMITS ARE TO BE ABANDONED, REMOVED, OR RELOCATED PER PLANS. ALL COST SHALL BE INCLUDED IN BASE BID.
 - CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS AND POLES, ETC. AS REQUIRED PER PLANS.
 - CONTRACTOR SHALL MATCH EXISTING PAVEMENT IN GRADE AND ALIGNMENT.
 - ALL CONSTRUCTION MATERIAL AND METHODS, SHALL MEET THE CURRENT EDITIONS OF THE DESIGN STANDARDS, THE STANDARD SPECIFICATION FOR ROAD AND BRIDGE CONSTRUCTION AND THE UTILITY ACCOMMODATION MANUAL.
 - ALL DISTURBED AREAS WITHIN THE FDOT RIGHT OF WAY SHALL BE GRADED AND SODDED WITH ARGENTINE BAHIA SOD.
 - ALL STRIPING WITHIN THE FDOT RIGHT OF WAY SHALL BE LEAD-FREE THERMOPLASTIC.
 - ALL MAINTENANCE OF TRAFFIC SHALL ADHERE TO THE REQUIREMENTS OF THE DESIGN STANDARDS 102-600 INDEXES.

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY BRYAN POTTS ON THE DATE AND TIME SHOWN USING A DIGITAL SIGNATURE. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

CONTACT RACETRAC PETROLEUM, INC. PROJECT MANAGER PRIOR TO ANY REVISIONS TO THE PLAN SUPPLIED BY RACETRAC PETROLEUM, INC.

REVISED PER CITY COMMENTS	CMF	12/02/24	BY	DATE
ISSUED FOR PERMITTING	BRP	03/01/24	REVISIONS	
<p>THESE PLANS ARE SUBJECT TO FEDERAL COPYRIGHT LAWS; ANY USE OF SAME WITHOUT THE EXPRESSED WRITTEN PERMISSION OF PETROTEAM, INC. IS PROHIBITED.</p>				
<p>SITE PLAN RACETRAC - TITUSVILLE NW CORNER OF SR 50 & HELEN HAUSER BLVD TITUSVILLE, FLORIDA BREVARD COUNTY</p>				
DRAWN-BY	CMF			
DATE	02/15/24			
SCALE	1" = 40'			
PROJECT NUMBER:	024-139			
C-3.0	1			
SHEET NO.	VERSION			



SCALE:	NTS
PROJECT:	024-139
DATE:	12/12/22
DRAWN BY:	CMF

Aerial Map
Racetrac - TITUSVILLE
NW Corner of Helen Hauser Blvd & SR 50
Titusville, Florida 32780



Tannath Design, Inc.
2494 Rose Spring Drive
Orlando, Florida 32825
407-982-9878
www.tannathdesign.com

FIGURE

2



Gateway to Nature & Space



APPLICATION FOR DEVELOPMENT REVIEW COMMITTEE (DRC)- TECHNICAL MANUAL/DOWNTOWN MIXED USE (DMU) ZONING WAIVERS

Please submit electronically a completed application and required submittals to the Community Development Department for payment and meeting scheduling. Section 34-296 of the Titusville Land Development Regulations contains the instructions for filing and the required exhibits. INCOMPLETE APPLICATIONS SHALL NOT BE ACCEPTED.

1. Project Location	Property Address/Location Description Northwest corner of SR 50 & Helen Hauser Blvd		
2. Applicant/ Owner	Name of Applicant/Contact Bryan Potts, P.E.		Name of Owner See attached list
	Street Address 2494 Rose Spring Drive		Street Address
	City	State	Zip
	Orlando	FL	32825
	Telephone # (407) 982-9878		Telephone #
Fax #		Fax #	
E-Mail Address BPotts@tannathdesign.com		E-Mail Address	
3. Applicant Status	<input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Agent <input checked="" type="checkbox"/> Other		
4. Parcel ID	See attached list.	Tax Acct.	See attached list.
5. Site Size	Acres: 5.45	Square Feet: 237,363.63	
6. Property Information	Current Zoning Tourist	Current Use of Property Vacant	
7. Waiver(s) Requested	<i>Section Number</i>	<i>LDR/Technical Manual Requirement</i>	<i>Waiver Requested</i>
	1) <u>9.11.1.3.2</u>	1) <u>Max 30' Driveway</u>	1) <u>51.43' Driveway</u>
	2) _____	2) _____	2) _____
	3) _____	3) _____	3) _____
	4) _____	4) _____	4) _____
	5) _____	5) _____	5) _____

8. Design Review and or Waivers Required by CRA in DMU Zoning	Property is > 1.5 acres <input checked="" type="checkbox"/> Building is > 10,001 square feet in size <input type="checkbox"/> Not applicable (property ≤ 1.5 acres or building ≤ 10,000 square in size) <input checked="" type="checkbox"/>
9. Narrative	<p>Please provide a brief description of your request and the proposed project:</p> <p>The proposed project is a RaceTrac Convenience Market with two fueling areas. The proposed driveway off Helen Hauser Blvd is designed to serve trucks, who can refuel in the diesel pump area at the rear of the site. The drive aisle is 36'. The property line is 10.21' from the edge of pavement, which makes the 51.43' width fall on the driveway radius (35' exit, 25' entry).</p>

- **All applications shall require Community Development staff review prior to submittal.**
- Incomplete applications and applications without appropriate backup information/justification will not be accepted and will not be considered to be officially submitted until the appropriate information and fees are submitted. Meeting dates for incomplete applications will not be set until all required information and fees are submitted.

Development Review Committee Waiver Criteria

Section 31-91 of the Land Development Regulations of the City of Titusville establishes the Development Review Committee (DRC) to grant waivers to certain Downtown Mixed Use (DMU) Zoning District regulations and certain City Technical Manual requirements where alternative standards ay promote flexibility and environmental soundness in layout and design where justified by need, hardship, physical constraint, or to improve the overall layout and design of a development in the City. The DRC may grant a waiver based on the criteria noted in Section 34-288, Waivers to Technical Manuals and Section 34-296, Waivers to the Downtown Mixed Use Zoning District of the LDRs. The DRC shall review waiver applications with staff comments and either approve, approve with conditions, or deny the request by a majority of the attending committee members. The criteria for granting such waivers shall be the following:

(a) Technical Manual Waiver Criteria:

- (1) The alternative standards promotes flexibility and environmental soundness in layout and design; or
- (2) The proposed new standards are appropriate to the proposed type of development; or
- (3) The property exhibits physical constraints that prevent the implementation of provisions of the City's technical manuals and the waiver would allow the implementation of the code provision to the greatest extent possible; or
- (4) The waiver would be based on the latest best professional practices that would not be possible in implementing the code provision.

(b) DMU, Downtown Mixed Use Zoning District Waiver Criteria:

- (1) The property exhibits physical constraints that prevent the implementation of the Code provision and the waiver would allow the implementation of the Code provision to the greatest extent possible; or
- (2) The waiver would facilitate a greater adherence to the Urban Design Manual that would not be possible in implementing the Code provision as required; or
- (3) The waiver would facilitate an agreement for participation in a regional stormwater or parking program with the Downtown; or
- (4) The waiver would facilitate the provision of required landscaping within a public space.

Waiver Applicability

(a) The Development Review Committee (DRC) shall have the authority to waive the following zoning district requirements on any project within the Downtown Mixed Use (DMU) Zoning District:

(1) Parking.

(2) Stormwater management: When any requirements above the SJRWMD permitting standards or, if on-site stormwater is required and there are regional retention, storage or detention options available, a waiver or payment in lieu of cost may be levied.

(3) Setbacks.

(4) Sign setbacks.

(5) Landscaping.

(6) One (1) story height increase in the Downtown sub-district.

(b) The DRC shall have the authority to waive technical requirements found in the City's adopted Technical Manuals.



Gateway to Nature & Space



SUBMITTAL CHECKLIST

Please fill out the following and submit the documents to the Community Development Department electronically. Payment of fees does not ensure a favorable decision. Additional information may include documents initially waived at the pre-application meeting but subsequently determined necessary by staff.

1. Complete Application and Fees	<input checked="" type="checkbox"/>
2. Warranty Deed	<input checked="" type="checkbox"/>
3. Notarized Owner Authorization Form (If applicable)	<input checked="" type="checkbox"/>
4. Legal Description (from a certified survey)	<input type="checkbox"/>
5. Certified Survey (sealed and containing permanent reference points as described by Chapter 177, Florida Statutes, with bearings, distances and closures) in electronic PDF format.	<input checked="" type="checkbox"/>
6. Digital plot or site plan, drawn to scale, illustrating the waiver requested.	<input checked="" type="checkbox"/>
7. Pre-Application Meeting Date: Staff in Attendance:	<input type="checkbox"/>

Owner's List

Parcel ID: 22-35-30-AV-*-27 Account: 2218833 Area: 2.95 Acres

1. Michael C. Moehle, President
 - a. Modern Inc.

Parcel ID: 22-35-30-AV-*-57.01 Account: 2224370 Area: 1.92 Acres

1. Justen Giambalvo, Vice President of Engineering & Construction
 - a. RaceTrac Petroleum, Inc.

Parcel ID: 22-35-30-AV-*-57.02 Account: 2224370 Area: 0.58 Acres

1. Justen Giambalvo, Vice President of Engineering & Construction
 - a. RaceTrac Petroleum, Inc.

Attached Scketch & Description Area: 0.13 Acres