



## **CITIZEN PARTICIPATION PLAN REPORT**

Applicant should follow established Citizen Participation Plan as specified in §169.005 CITIZEN PARTICIPATION PLANS.

### **CASE DETAILS**

<b>Applicant Name:</b>	Ana Saunders, P.E. with B.S.E. Consultants, Inc.
<b>Project Name:</b>	Office and Self Storage at Heritage Corner
<b>Case Type:</b>	Conditional Use Permit (#CUP24-00004)
<b>Case Description:</b>	Conditional Use Permit for a Self-Storage and Office Site
<b>Intended Month of Submission:</b>	May 2024

### **INFORMATION ON THE CITIZEN PARTICIPATION PLAN MEETING**

<b>Notice to the Public (Date):</b>	April 30, 2024
<b>Date CPP was Held:</b>	May 1, 2024
<b>Location of the Meeting:</b>	Fred Poppe Park Pavillion
<b>Number of Attendees:</b>	0



**DENOTE ANY ADVERSE COMMENTS/COMPLAINTS/ CONCERNS/ ISSUES RECEIVED AND DESCRIBE RESOLUTION OR PROVIDE JUSTIFICATION IF THE APPLICANT IS UNABLE OR UNWILLING TO ADDRESS THE ISSUE:**

[illegible]



## LIST OF ATTENDEES -

Number	Name of attendee	Number	Name of attendee
1.		2.	
3.		4.	
5.		6.	
7.		8.	
9.		10.	
11.		12.	
13.		14.	
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19.		20.	
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23.		24.	
25.		26.	
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31.		32.	
33.		34.	
35.		36.	
37.		38.	
39.		40.	
41.		42.	
43.		44.	
45.		46.	
47.		48.	
49.		50.	



## ADDITIONAL DOCUMENTS REQUIRED WITH CITIZEN PARTICIPATION PLAN REPORT SUBMISSION

1. Copy of notice sent (separate attachment)
  - All the property owners within a 500-foot radius of the subject parcel shall be informed about the meeting date, time, location, and project.
2. Material distributed or presented at the meeting (separate attachment)

**I hereby certify that information provided as part of this report is correct.**

Ana L Saunders

Digitally signed by Ana L  
Saunders  
Date: 2024.07.10 16:30:00 -04'00'

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**Signature**

Ana Saunders, P.E.

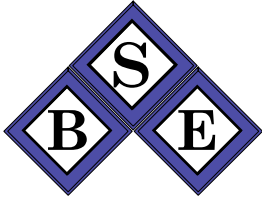
7-10-24

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**Typed Name and Title**

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**Date**



**B.S.E. CONSULTANTS, INC.**  
Consulting ~ Engineering ~ Land Surveying

Scott M. Glaubitz, P.E., P.L.S.  
President

Hassan Kamal, P.E.  
Vice President

***Memorandum:***

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**DATE:** May 1, 2024

**TO:** File

**FROM:** Ana Saunders, PE

**Re:** *Heritage Corners Self-Storage and Office Building – CPP Meeting Summary*

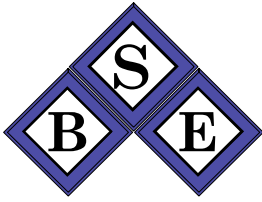
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Today at 12:30 pm the Citizen Participation Plan (CPP) meeting for the Heritage Corners Self-Storage and Office Building project CUP request was held at the Fred Poppe Park Pal. No one from the public attended the meeting and the meeting was concluded at 1 pm.

AS/als

11710.memo.24-as-1636.apr

Civil ~ Agricultural ~ Transportation ~ Utility ~ Site Planning ~ Environmental  
312 South Harbor City Boulevard, Suite #4, Melbourne, Florida 32901  
Telephone: (321) 725-3674 ~ Fax: (321) 723-1159 ~ Email: info@bseconsult.com  
Toll Free: 1-800-523-4BSE (4273)



**B.S.E. CONSULTANTS, INC.**  
Consulting ~ Engineering ~ Land Surveying

Scott M. Glaubitz, P.E., P.L.S.  
President

Hassan Kamal, P.E.  
Vice President

April 30, 2024

**Via Email and U.S. Mail**

**Re: Notice of Citizen Informational Meeting on Wednesday, May 1, 2024**  
**Applicant: Ascot Palm Bay Holdings LLC**  
**Project Site Address: Parcel ID 28-36-21-00-507 / Tax Account #3033381**  
**Request for: Conditional Use Permit for a Self-Storage and Office site**

Dear Neighbor:

*Ascot Palm Bay Holdings LLC* has submitted a **Conditional Use Permit (CUP)** application requesting approval by the City of Palm Bay. On behalf of *Ascot Palm Bay Holdings LLC*, I am inviting you to an informational meeting to discuss the project, answer any questions you may have, and record any feedback you may offer which we will then present to City Staff, the Planning and Zoning Board and City Commission as we move through the review and public hearing process for this request.

Attached is the site plan of the project for your review prior to the informational meeting. If you would like to ask questions prior to or in lieu of attending the meeting, please submit them to my office via email at [info@bseconsult.com](mailto:info@bseconsult.com).

The meeting is scheduled as follows:

DATE: Wednesday, May 1, 2024

TIME: 12:30 pm

PLACE: Fred Poppe Park Pavilion

We hope to see you on **Wednesday**.

Very Truly yours,

***Ana Saunders, P.E.***

Ana Saunders, P.E.  
Senior Project Engineer  
B.S.E. Consultants, Inc.

AS/as

11710.city.corr.24-04-1635.apr

cc: Gary Smigiel, Ascot Palm Bay Holdings LLC (via E-mail)  
Chris Heine, Ascot Palm Bay Holdings LLC (via E-mail)  
Nathan Landers, Blackfin Partners (via E-mail)

Enclosure

Civil ~ Agricultural ~ Transportation ~ Utility ~ Site Planning  
312 South Harbor City Boulevard, Suite #4, Melbourne, Florida 32901  
Telephone: (321) 725-3674 ~ Fax: (321) 723-1159 ~ Toll Free: 1-800-523-4BSE(4273) ~ Email: [info@bseconsult.com](mailto:info@bseconsult.com)



B.S.E. CONSULTANTS, INC.  
CONSULTING - ENGINEERING  
LAND SURVEYING

11150 N. WINDSOR CRY BOULEVARD, SUITE 4  
MIDDLEBORO, MASSACHUSETTS 01567  
PHONE: (508) 224-1100 FAX: (508) 224-1109  
COMPANIES OR INDIVIDUALS WHO ARE  
LICENSED PROFESSIONAL ENGINEERS  
AND/OR LAND SURVEYORS ARE  
NOT TO BE USED FOR THIS PROJECT

SCOTT M. GLAUBITZ, P.E. & P.L.S.  
STATE OF FLORIDA, No. 12050 No. 1191

HASSAN A. KAMAL, P.E.  
STATE OF FLORIDA, No. 41951



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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DATE: 04/17/24  
DESIGN/DRAWN: ALS/CMB

PROJECT TITLE

OFFICE AND SELF  
STORAGE AT  
HERITAGE  
CORNERS

SHEET TITLE

CONCEPT PLAN

PROJECT NO.

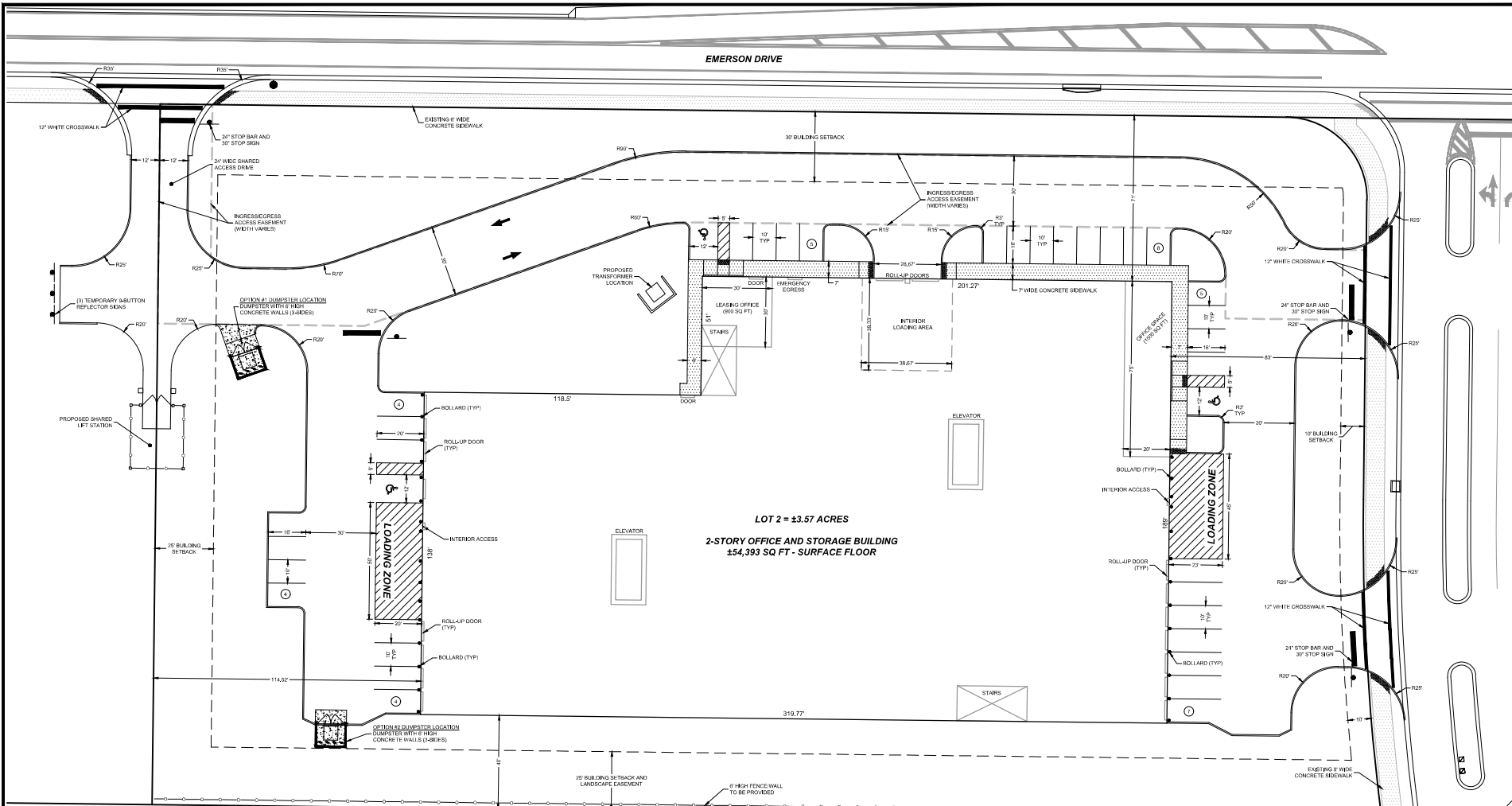
11710

DRAWING NO.

11710\_200\_002

SHEET

1 of 1



**SITE DATA**

PROJECT ADDRESS: LIFE STORAGE  
EMERSON DRIVE  
PALM BAY, BREVARD COUNTY, FL.

SECTIONING: SECTION 21, TOWNSHIP 28 S, RANGE 38 E

PARCEL ID NUMBER: 28-36-21-00-507

LAND DESCRIPTION: PART COMMERCIAL PARCELS C-13 THROUGH C-16 IN  
ORB 5750 PG 7950

SITE AREA: 3.57 ACRES

ZONING: CC - COMMUNITY COMMERCIAL

FUTURE LAND USE: COM - COMMERCIAL

FEMA FLOOD ZONE: ZONE X AND AE  
FIRM PANEL 12060502550G (EFF. 03/17/2014)

EXISTING CONDITIONS: SITE IS CLEARED

EXISTING VEGETATION: SPARSE GRASSES

WETLANDS: THERE ARE NO WETLANDS LOCATED ON-SITE

UTILITIES: WATER & SEWER: CITY OF PALM BAY UTILITIES DEPARTMENT  
ELECTRICITY: FLORIDA POWER & LIGHT (FP&L)

**PROJECT DESCRIPTION:**

PROPOSED DEVELOPMENT OF A LIFE STORAGE 2-STORY  
BUILDING, 54,393 SQ FT SURFACE AREA ON 3.57 ACRES SITE.

PROPOSED: LIFE STORAGE 2-STORY BUILDING - 54,393 SQ FT SURFACE AREA

MAX BUILDING COVERAGE: 35% (PROPOSED: 34.9%)

MAX BUILDING HEIGHT: 70' (PROPOSED: 33')

BUILDING SETBACKS:	REQUIRED	PROPOSED
FRONT (NORTH):	30 FT	71 FT
EAST SIDE:	10 FT	83 FT
WEST SIDE:	25 FT	114.5 FT
REAR (SOUTH):	25 FT	40 FT

OPEN SPACE PROVIDED: 1.37 ACRES (59,823 SQ FT) 38.4%

PROPOSED IMPERVIOUS AREA: 2.20 ACRES (95,886 SQ FT) 61.6%

PARKING REQUIRED:  
OFFICE: 1 SPACE / 300 GSF  
= 1500 SQ FT / 300 = 5 SPACES REQUIRED (OFFICE)

STORAGE: 1 SPACE / 25 UNITS +3 FOR LEASING STAFF  
= 701 UNITS / 25 +3 = 32 SPACES REQUIRED (STORAGE)

TOTAL PARKING REQUIRED = 5 (OFFICE) + 32 (STORAGE) = 37 SPACES TOTAL

TOTAL PARKING PROVIDED = 37 SPACES (INCLUDES 3 HANDICAP ACCESSIBLE)

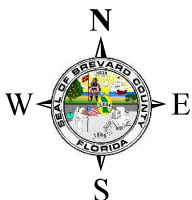
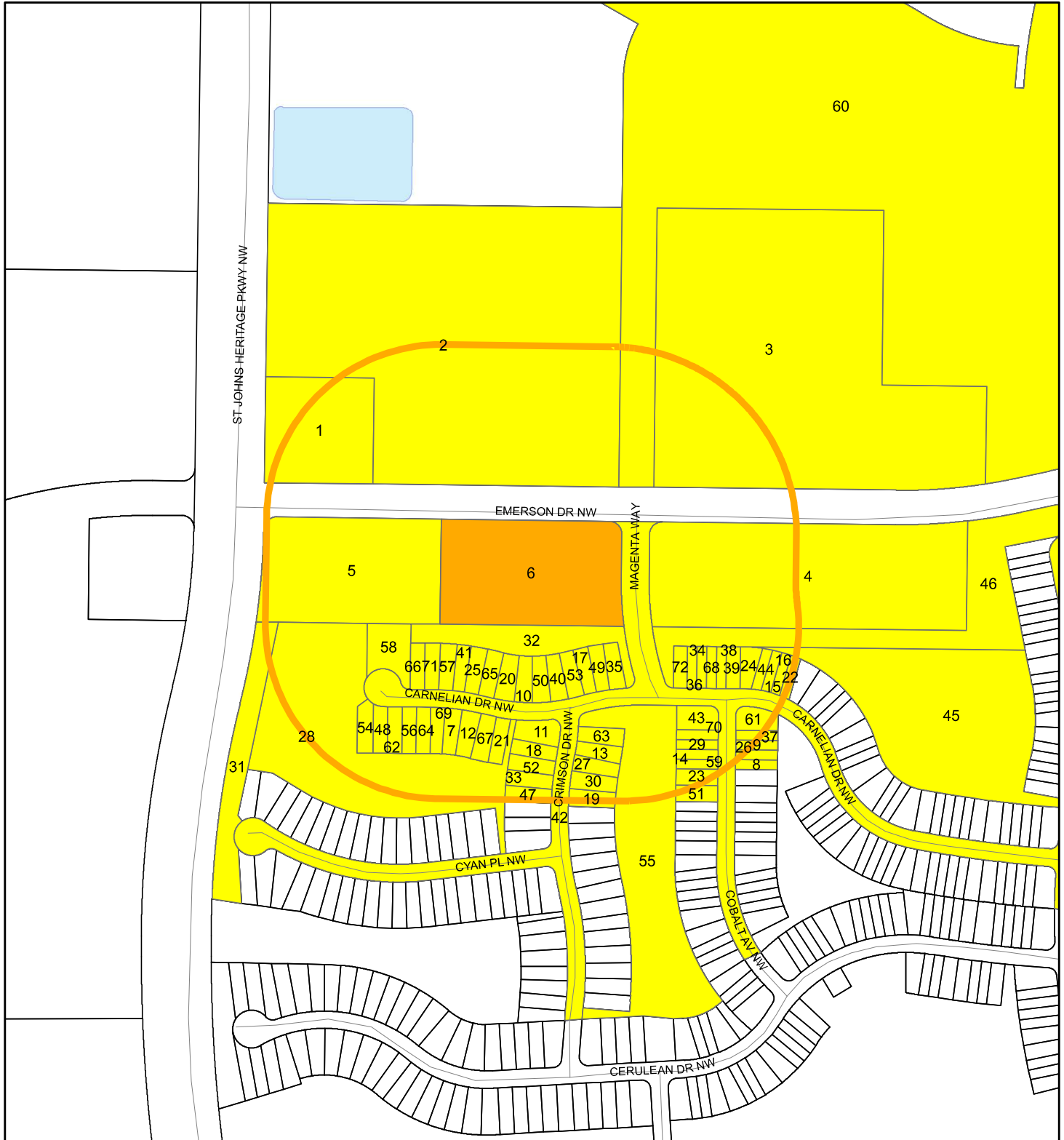
NOTE:  
1. THE MASTER DEVELOPMENT STORM WATER  
MANAGEMENT SYSTEM IS DESIGNED TO SERVE THIS SITE.

SYMBOLS SHOWN ARE GRAPHIC IN NATURE. DUE TO SCALE, ALL DESIGN ELEMENTS ARE NOT NECESSARILY SHOWN ON PLAN. MEASUREMENTS SHALL ALSO REFER TO SPECIFICATION AND DETAIL SHEETS AS WELL AS THE CONCEPT PLAN SET.

# RADIUS MAP

ASCOT PALM BAY HOLDINGS LLC

Kasey\_Day\_3033381







1:4,800 or 1 inch = 400 feet

Buffer Distance: 500 feet

This map was compiled from recorded documents and does not reflect an actual survey. The Brevard County Board of County Commissioners does not assume responsibility for errors or omissions hereon.

Produced by BoCC - GIS Date: 5/1/2024

-  Buffer
-  Subject Property
-  Notify Property
-  Parcels