

PROJECT REVIEW COMMITTEE
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
November 8, 2022 10:00 AM
COMMISSION CONFERENCE ROOM 124

(meeting taped)

I. Call to Order

Development Services Director Melanie Peavy brought the meeting to order at 10:01 a.m.

II. Roll Call

ATTENDANCE	TITLE	STATUS
Jason McHugh	City Manager	Present
Melanie Peavy	Development Services Dir.	Present
Randal Parmer	Chief of Police	Present
Jeremy Hockenbury	Public Works Director	Present
Mark Odell	Utility Director	Present
Alan Hart	Kimley Horn & Associates	Present by Phone
Joshua Bills	City Attorney	Present
Susan Patterson	City Clerk	Present
Jason Martin	Utility Supervisor	Present
Brett Tobia	Halff	Present by Phone

III. APPROVAL OF SUMMARY MINUTES

1. Approval of Summary Minutes for Project Review Committee Regular Meeting on October 11, 2022 at 10 AM

The Summary of Minutes from the October 11, 2022, meeting was approved. No comments were offered or received.

RESULT:	Adopted
MOVER:	Utility Director Odell
SECONDER:	City Manager McHugh
AYES:	Development Services Director Peavy, City Manager McHugh, Utility Director Odell, Public Works Director Hockenbury, Police Chief Parmer

IV. OLD BUSINESS

None.

V. NEW BUSINESS

1. PLAT 2110-005 Triumph South Improvement Plan Phase II

Development Services Director Melanie Peavy read the title of Plat 2110-005 Triumph South Improvement Plan Phase II, Parcel D32-041. The applicant is seeking a favorable recommendation from the Project Review Committee for the Triumph South Phase 2 subdivision consisting of 79 single-family lots. Scott Weeks, a representative from Kimley-Horn and Associates, was present. Peavy stated that a copy of a fully executed utility easement and sketch needs to be sent to city attorney Joshua Bills for approval but that the project can move forward. No comments were offered or received.

RESULT:	Recommends Approval
MOVER:	Police Chief Parmer
SECONDER:	Utility Director Odell
AYES:	Development Services Director Peavy, City Manager McHugh, Utility Director Odell, Public Works Director Hockenbury, Police Chief Parmer

2. SP 2204-009 100 Oaks Offsite Force Main

Development Services Director Melanie Peavy read the title of SP 2204-009 100 Oaks Offsite Force Main US 301 Right-of-Way. The applicant is seeking approval from the Project Review Committee, for an off-site force main, along US 301 ROW, from the intersection of Clay Drain Road and US 301 to the entrance of parcel G19-011 (One Hundred Oaks, LLC). Matt Morris, a representative from Morris Engineering, was present by phone. Peavy stated that the applicant was to acquire an easement for utility lines or a letter from FDOT confirming that any lines proposed within the right-of-way will not need to be relocated to accommodate future improvements as part of the widening of US 301 or improvements at the turnpike and US 301. Peavy stated that the comment is to be cleared subject to the pending proposed Developer's Agreement. Jason Martin, Utility Supervisor, addressed the second comment, stating that FDOT had several projects in that same area of the projected force main line and suggested extending the force main west up the off-ramp right of way roughly 200', then bore across the turnpike. Morris stated that he was talking with FDOT as to where the force main could be located and asked if the committee would be comfortable giving approval as long as all comments and adjustments with FDOT were finalized before construction. Martin stated that he would be agreeable to those terms as long as everything was cleared before the start of construction. Martin stated that the other comment was to add the language to the plan that the existing 16" force main must stay in service at all times.

RESULT:	Recommends Approval
MOVER:	Utility Director Odell
SECONDER:	City Manager McHugh

AYES:	Development Services Director Peavy, City Manager McHugh, Utility Director Odell, Public Works Director Hockenbury, Police Chief Parmer
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3. SP 2205-005 Tropical Smoothie Cafe

Development Services Director Melanie Peavy read the title of SP 2205-005 Tropical Smoothie Cafe Parcel G04S421. The applicant is seeking a favorable recommendation from the Project Review Committee for the construction of a one thousand four hundred forty (1,440) sq ft fast food establishment, including a patio area. Laura McKinney and Norbet Kovacs are representatives for applicants. No comments were offered or received.

RESULT:	Recommends Approval
MOVER:	City Manager McHugh
SECONDER:	Public Works Director Hockenbury
AYES:	Development Services Director Peavy, City Manager McHugh, Utility Director Odell, Public Works Director Hockenbury, Police Chief Parmer

4. SP 2205-007 104 Switcher Street

Development Services Director Melanie Peavy read the title of SP 2205-007 104 Switcher Street Parcel G07C019. The applicant is seeking approval from the Project Review Committee for the construction of a nine hundred (900) sq ft retail building. Jason Hurley, Springstead Engineering representative for the applicant was present. Hurley asked Peavy if there was any problem with the trellis and the elevation. Peavy stated that there were no issues with either. Hurley asked where the process was to go from PRC, Peavy stated that it would move on to the Planning and Zoning Board and then to the Commission. Hockenbury pointed out that it was a Minor, and Peavy stated that the dates might change and she would let him know.

RESULT:	Recommends Approval
MOVER:	Utility Director Odell
SECONDER:	Police Chief Parmer
AYES:	Development Services Director Peavy, City Manager McHugh, Utility Director Odell, Public Works Director Hockenbury, Police Chief Parmer

5. SP 2206-011 South Wildwood Industrial Park - Parcel 11 Modification (Building 2)

Development Services Director Melanie Peavy read the title of SP 2206-011 South Wildwood Industrial Park - Parcel 11 Modification (Building 2) Portion of Parcel G30D001. The applicant is seeking approval from the Project Review Committee for the construction of a nine thousand five hundred (9,500) sq ft warehouse building with no facilities. David Springstead from Springstead Engineering, a representative for the applicant, was present. No comments were offered or received.

RESULT:	Recommends Approval
MOVER:	Police Chief Parmer

SECONDER:	City Manager McHugh
AYES:	Development Services Director Peavy, City Manager McHugh, Utility Director Odell, Public Works Director Hockenbury, Police Chief Parmer

6. SP 2208-008 Warm Springs Force Main - CR 507 to CR 503

Development Services Director Melanie Peavy read the title of SP 2208-008 Warm Springs Force Main - CR 507 to CR 503 Sumter County Right-of-Way. The applicant is seeking approval from the Project Review Committee for the construction of a four thousand eight hundred seventeen (4,817) linear foot, 4" sanitary sewer line. Daniel Young was present by phone. No comments were offered or received.

7. SP 2208-009 Wildwood Crossing Infrastructure Improvements

Development Services Director Melanie Peavy read the title of SP 2208-009 Wildwood Crossing Infrastructure Improvements parcels G05-119, G05-120, G05-124, G05-140, and G05-156. The applicant is seeking a favorable recommendation from the Project Review Committee for the construction of infrastructure improvements. The applicant has submitted an improvement plan (PLAT 2210-005) in replacement of this site plan (SP 2208-009) to satisfy the outstanding City Attorney's comment. PLAT 2210-005 is currently under review for clearance and will proceed forward to the Planning and Zoning Board and Commission meeting once all comments are cleared. Stephen Campbell, the representative from Farner Barley, was present. Peavy stated that an updated lift station calculation would need to be submitted. Brett Tobias from Halff stated that the updated calculations had been submitted but still did not match the plans that were submitted. Campbell and Tobias discussed the changes that would need to be made and submitted to correct the calculations. Peavy stated that the avenue of submittal was a site plan and that it was understood that it was to be submitted as an improvement plan and that was how it was submitted. Peavy stated that with the client and applicant in agreement as to that being the path forward, the committee is looking for a motion to approve SP 2208-009 Wildwood Crossing Infrastructure Improvements contingent on approval and satisfied comments of Plat #2210-225 which is currently under review. Peavy clarified that the motion clears the site plan to move forward and replaces it with the improvement plan. Peavy stated that this item would move forward to Planning and Zoning with no need to come back again to the Project Review Committee.

RESULT:	Recommends Approval
MOVER:	City Manager McHugh
SECONDER:	Police Chief Parmer
AYES:	Development Services Director Peavy, City Manager McHugh, Utility Director Odell, Public Works Director Hockenbury, Police Chief Parmer

VI. ADJOURNMENT

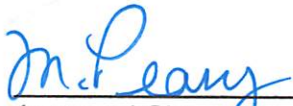
The meeting adjourned at 10:22 a.m. No comments were offered or received.

RESULT:	Adjourned
MOVER:	Utility Director Odell

SECONDER: Public Works Director Hockenbury
AYES: Development Services Director Peavy, City Manager McHugh, Utility Director Odell, Public Works Director Hockenbury, Police Chief Parmer

PROJECT REVIEW COMMITTEE
CITY OF WILDWOOD, FLORIDA

SEAL



Approval Signature


Date