

**PROJECT REVIEW COMMITTEE
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
September 12, 2023 10:00 AM
COMMISSION CONFERENCE ROOM 124**

(meeting taped)

I. Call to Order

Development Services Director Melanie Strickland brought the meeting to order at 10:01am.

II. Roll Call

Attendee Name	Title	Status
Melanie Strickland	Development Services Director	Present
Jaosn McHugh	City Manager	Present
Mark Odell	Utilities Director	Present
Jeremy Hockenbury	Public Works Director	Present
Randall Parmer	Chief of Police	Present
Alan Harb	Kimley-Horn & Associates Engineer	Present by Phone
Mohammed Murad	Kimley-Horn & Associates Engineer	Present
Joshua Bills	City Attorney	Present

III. APPROVAL OF SUMMARY MINUTES

1. Project Review Committee Regular Meeting August 08, 2023 at 10:00 AM

The summary minutes from the August 8, 2023, meeting were approved. No other comments were offered or received.

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

IV. OLD BUSINESS

None.

V. NEW BUSINESS

1. SP 2301-010 Millennium Park - Phase 1 & 2

Development Services Director Melanie Strickland read aloud case number SP 2301-010 Millennium Park - Phase 1 & 2, parcels G08-004, G08-005, G08-018, G08-039, G08-047, G08-087, G08A008, G08A009, and G08A100. Public Works Director Hockenbury recused himself as he was the applicant on behalf of the city. The applicant is seeking approval from the Project Review Committee for a technical waiver that reduces the standard-sized parking length from 10x20 feet to 10x18 feet. The applicant is seeking approval from the Project Review Committee for the construction of recreational and infrastructure improvements to the existing Millennium Park. No comments were offered or received.

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

2. SP 2302-005 Gingerich Construction Warehouse Expansion

Development Services Director Melanie Strickland read aloud case number SP 2302-005 Gingerich Construction Warehouse Expansion, parcel G07-066. The applicant, Gingerich Holdings, LLC, is seeking approval from the Project Review Committee for the construction of two new five thousand four hundred (5,400) square foot warehouses and associated infrastructure on 5.15 acres MOL. The owner/applicant was not present at the meeting. No comments were offered or received.

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

3. SP 2303-005 Evolve at Wildwood

Development Services Director Melanie Strickland read aloud case number SP 2303-005 Evolve at Wildwood, parcels D17-050, D17-058, D17-072, and D17-110. The applicant, Evolve Companies, LLC, is seeking approval from the Project Review Committee for the construction of two hundred and forty-eight (248) multi-family dwelling units, parking, drive aisles, and associated infrastructure on 16.69 acres MOL per the attached plans. Strickland noted a mislabel on the map, which would be fixed before the Planning and Zoning Board meeting. No other comments were offered or received.

RESULT:	Approved
MOVER:	City Manager McHugh
SECONDER:	Public Works Director Hockenbury

AYES:	Public Works Director Hockenbury, Utility Director Odell, City Manager McHugh, Police Chief Parmer, Development Services Director Peavy
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4. SP 2306-006 New Covenant UMC Driveway Improvements

Development Services Director Melanie Strickland read aloud case number SP 2306-006 New Covenant UMC Driveway Improvements, parcel G06L072. The applicant, Patricia Throckmorton, is seeking approval from the Project Review Committee to widen the existing driveway from 12 feet to 19 feet per the attached site plan. No comments were offered or received.

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

5. PLAT 2211-002 Business Park Partial Re-Plat

Development Services Director Melanie Strickland read aloud case number PLAT 2211-002 Business Park 44 Partial Re-Plat, parcels G17A002 and G17A003. The applicant, SPRH Wildwood Holdings, LLC, is seeking approval from the Project Review Committee for the re-plat of Lot 1 and parts of Lot 4, creating two (2) separate parcels totaling 1.6 acres, on 13.98 acres MOL. City Manager McHugh questioned why the packet stated the site plan does not meet the criteria set forth in the Land Development Regulations. The City Planner for the project, Shaun Raja, explained that the parking is currently short by 17 spaces. The staff recommendation was that the plat be approved contingent upon the submission of a minor site plan that would bring the project into compliance. Development Services Director Strickland also explained that this project is a restaurant that needs a drivethrough lane and the applicant could not accommodate a pass-through lane on the outside of the drivethrough to keep traffic moving. Staff has been working with the applicant to reduce buffer to accommodate the lane. Stephen Campbell with Clymer Farner Barley, was present on behalf of the applicant. Campbell questioned if a site plan has been submitted for this project already, and Strickland confirmed there had. Campbell and Strickland discussed the plat and site plan process and timeline. Campbell and the Committee members further discussed the requirements to bring the site plan and plat into compliance. McHugh questioned City Attorney Josh Bills as to whether, statutorily, the Committee could approve a plat contingent upon something else being submitted. Bills suggested a 10-minute recess for him and McHugh to discuss what options moving forward were allowed under statute.

The meeting began after the recess at 10:32am. McHugh made a motion for the item to be moved to the Planning & Zoning Board meeting contingent upon the rectification of any non-conforming issues within the plat. This can be corrected by a minor site plan, which can be approved administratively by Development Services Director Strickland. No other comments were offered or received.

RESULT:	Approved
MOVER:	Utility Director Odell
SECONDER:	Public Works Director Hockenbury

AYES:	Public Works Director Hockenbury, Utility Director Odell, City Manager McHugh, Police Chief Parmer, Development Services Director Strickland
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VI. ADJOURNMENT

The meeting was adjourned at 10:35pm.

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

PROJECT REVIEW COMMITTEE
CITY OF WILDWOOD, FLORIDA

SEAL


Approval Signature

10.10.23
Date