

**PROJECT REVIEW COMMITTEE
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
January 9, 2024 10:00 AM
COMMISSION CONFERENCE ROOM 124**

(meeting taped)

I. Call to Order

Development Services Director Strickland brought the meeting to order at 10 a.m.

II. Roll Call

Attendee Name	Title	Status
Melanie Strickland	Development Services Director	Present
Jason McHugh	City Manager	Present
Mark Odell	Capital Projects Coordinator	Absent
Jeremy Hockenbury	Public Works Director	Present
Randall Parmer	Police Chief	Present
Alan Harb	City Consulting Engineer	Present by Phone
Joshua Bills	City Attorney	Present
Jessica Barnes	City Clerk	Present
Wendy Then	Development Services Assistant Director	Present
Amanda Bondi	Planner	Present

III. APPROVAL OF SUMMARY MINUTES

None.

IV. OLD BUSINESS

None.

V. NEW BUSINESS

1. SP 2209-002 Dignity Memorial Life Celebration Center - Barn Event Venue

Development Services Director Strickland read aloud case number SP 2209-002 Dignity Memorial Life Celebration Center - Barn Event Venue, parcels G05-154 and G05-182. The applicant, SCI Funeral Services of Florida, LLC, sought approval from the Project Review Committee for a technical waiver to the Design District Standards, Chapter 1 Section (G)(3) regarding the minimum landscape material within the western landscape buffer due to existing trees within the buffer area. The applicant also sought a favorable recommendation for the

existing 1,120 SF barn event venue with pavement and an added 5-foot sidewalk to the existing 7,844 SF funeral home. Jason Hurley of Springstead Engineering was present on behalf of the project. No comments were offered or received. Vote 4-0.

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

2. SP 2210-003 Cleveland Health Center

Development Services Director Strickland read aloud case number SP 2210-003 Cleveland Health Center, parcel G16M005. The applicant, Dr. Florian Gegaj, MD, sought a favorable recommendation from the Project Review Committee for the construction of a 4,500 SF medical office with associated infrastructure. Assistant Utilities Director Jason Martin was present and advised that the outstanding utility comments had been cleared. Dr. Gegaj was present by phone on behalf of the project. No further comments were offered or received. Vote 4-0.

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

3. SP 2305-012 Dentist Office - Oxford Professional Park (VIP Dentistry)

Development Services Director Strickland read aloud case number SP 2305-012 Dentist Office - Oxford Professional Park (VIP Dentistry), parcel D08D005. The applicant, Susanne Stancil, PLA with Michael Pape & Associates, P.A., sought a favorable recommendation by the Project Review Committee for the construction of a one-story 4,038-square-foot medical/dental building on .20 acres MOL, at the existing Oxford Medical Park. Susanne Stancil was present on behalf of the project. No comments were offered or received. Vote 4-0.

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

4. SP 2306-001 Commercial Parcel Mass Grading

Development Services Director Strickland read aloud case number SP 2306-001 Commercial Parcel Mass Grading, parcels G08-017, G08-071, G08-C001, G08-C002, G08-C004, and G08-C007. The applicant, Tony Benge of Benge Development Corporation, sought a favorable recommendation from the Project Review Committee for the mass grading plans for a commercial parcel primarily to demolish five (5) existing structures on site, demo fence, and perform other limited earthwork activities on 8.47 acres MOL. Dan Hayes of Burkett Engineering was present on behalf of the project. No comments were offered or received. Vote 4-0.

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

5. SP 2307-001 Hotel Site @ Lot 12 Modification - Turkey Run

Development Services Director Strickland read aloud case number SP 2307-001 Hotel Site at Lot 12 Modification - Turkey Run, parcel G05V012. The applicant, Sunshine Fund Villages, LLC, sought approval from the Project Review Committee for a modification to an already approved project, SP 2201-010, Hotel Site at Lot 12, within the Turkey Run subdivision, to include project phasing and reduce the phase 1 building footprint and number of rooms from 54,034 SF with 124 rooms to 50,160 SF with 122 rooms. City Manager McHugh questioned the reason for the reduction in rooms. Strickland stated that the applicant reduced the size of the building, so it wouldn't require improvements to Inspiration Drive. McHugh expressed his desire for Inspiration Drive to be completed by the applicant. No further comments were offered or received. Vote 4-0.

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

6. SP 2310-008 Preston Place Business Park (Phase 3) Minor Site Plan

Development Services Director Strickland read aloud case number SP 2310-008 Preston Place Business Park (Phase 3) Minor Site Plan, parcel D17-135. The applicant, Preston Hage of Warm Springs Commercial LLC, sought a favorable recommendation from the Project Review Committee for the expansion of the Preston Place existing site to add eight 10,800-square-foot buildings, totaling 86,400 square feet of new business park area to include retail, office, and warehouse space, featuring an additional 168 parking spaces, including eight Florida ADA parking spaces, two new dumpsters, and associated drive aisle improvements on 7.471 acres MOL. The applicant also requested a Technical Waiver be granted from the Design District Standards, Chapter 1, Section (G)(4) to eliminate the requirement for interior landscape islands in the new parking area of the proposed business park expansion. The applicant cited that landscaping islands would restrict the flow and maneuverability while accessing each overhead door. Additionally, since the parking areas would be blocked from right of way visibility, aesthetic enhancement to the surrounding properties would be negligible. Preston Hage was present on behalf of the project, and clarified that the project would have an additional 42 spaces, for a total of 210 parking spaces. No further comments were offered or received. Vote 4-0.

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

7. SP 2310-011 Trailwinds Village Target Minor Site Plan

Development Services Director Strickland read aloud case number SP 2310-011 Trailwinds Village Target Minor Site Plan, parcels G04LOF-002 and G04LOF-001. The applicant, Logan B. Peters, Professional Engineer with JBPro, sought a favorable recommendation from the Project Review Committee for minor modification to the existing approved plans accounting for adjustments to drainage and sewer utilities for Sheets C3.0, C3.2, C3.3 and C4.0 in response to plans received from the structural design team showing conflict with proposed building columns. No comments were offered or received. Vote 4-0.

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

8. PLAT 2306-004 Wildwood Landing Final Plat

Development Services Director Strickland read aloud case number PLAT 2306-004 Wildwood Landing Final Plat, parcels D33-014 and D33-045. The applicants, Wildwood Landing (FL) Owner IV, LLC and Wildwood Landing II (FL) Owner IV, LLC, sought a favorable recommendation from the Project Review Committee for the Wildwood Landing Final Plat, a subdivision consisting of 101 single-family lots with two amenities and associated infrastructure. Strickland advised that since staff reviewed the plan, further modifications had been received, and City Attorney Bills had comments that needed to be cleared. Bills stated that adjustments had been made to the dedication and joinder and consent, as well as issues with the signature blocks that needed to be resolved. Further, he advised that he would need additional information on some offsite easement issues, and would work with the applicant to correct them. City Manager McHugh questioned where the two amenities were on the site plan. Andrew Ives, the engineer of record, was present by phone and stated it was on the eastern portion of the phase 1 site. Planner Bondi advised the plans showed a community garden and a dog park. No further comments were offered or received. Vote 4-0.

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

9. PLAT 2308-004 Twisted Oaks Phase 1 & 2 Final Plat

Development Services Director Strickland read aloud case number PLAT 2308-004 Twisted Oaks Phase 1 & 2 Final Plat, parcels D31-002, D31-003, D31-004, D31-006, D31-007, D31-008, D31-016, D31-029, D31-030, D31-036, and D31-039. The applicant, James P. Harvey of the Kolter Group, sought a favorable recommendation from the Project Review Committee for the Twisted Oaks Phase 1 & 2 Final Plat, consisting of 215 single-family lots with associated infrastructure. John Curtis and Stephanie Vaughn of the Kolter Group were present on behalf of the project. No comments were offered or received. Vote 4-0.

RESULT:	Approved
MOVER:	City Manager McHugh
SECONDER:	Police Chief Parmer

AYES: Development Services Director Strickland , City Manager McHugh, Public Works Director Hockenbury, Police Chief Parmer

VI. ADJOURNMENT

The meeting was adjourned at 10:27 a.m.

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

PROJECT REVIEW COMMITTEE
CITY OF WILDWOOD, FLORIDA

SEAL


Approval Signature

2/13/24
Date