

PROJECT REVIEW COMMITTEE
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
May 14, 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
Jason Martin	Assistant Utilities Director	Present
Jeremy Hockenbury	Public Works Director	Present
Randall Parmer	Police Chief	Present
Alan Harb	City Consulting Engineer	Present by Phone
Joshua Bills	City Attorney	Present by Phone
Wendy Then	Assistant Development Services Director	Present
Jessica Barnes	City Clerk	Present

III. APPROVAL OF SUMMARY MINUTES

1. Project Review Committee Regular Meeting April 09, 2024 at 10:00 AM

The summary minutes from the April 9, 2024, meeting were approved. No comments were offered or received. Vote 5-0.

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, Assistant Utilities Director Martin

IV. OLD BUSINESS

1. SP 2309-003 Exalt Health 40 Bed Rehabilitation Hospital at Wildwood

Development Services Director Strickland read aloud case number SP 2309-003 Exalt Health

40 Bed Rehabilitation Hospital at Wildwood. The applicant, Wildwood Rehab, LP, sought a favorable recommendation from the Project Review Committee for the construction of a 39,218 square-foot rehabilitation hospital and a future 6,000 square-foot medical office with associated infrastructure. The project required a force main extension to supply sewer services to the property. The applicant had been working with the city's utility department on the proposed sanitary sewer extension route which would be submitted and reviewed separately. Staff noted there was an executed developer's agreement that legally bound the owner to construct the off-site sanitary sewer extension in order to serve the parcel. Kevin Atchley with Tillman & Associates was present on behalf of the project and advised that he had the surety for the water main. City Manager McHugh clarified with Assistant Utilities Director Martin that he was comfortable with the project as proposed. Martin responded that he approved as long as the applicant understood that they could not flow sewer until the main was built, to which Atchley agreed. No further comments were offered or received. Vote 5-0.

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

V. NEW BUSINESS

1. PLAT 2401-005 Livano Wildwood Final Plat

Development Services Director Strickland read aloud case number PLAT 2401-005 Livano Wildwood Final Plat. The applicant, Jason Bailey with Wildwood Villages Residences, LLC, sought a favorable recommendation from the Project Review Committee for a replat to Lots 3 and 5 within the Oxford Greens Subdivision, creating Lots 1 and 2 for the final plat. David Shaw was present on behalf of the project. No comments were offered or received. Vote 5-0.

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, Assistant Utilities Director Martin

2. PLAT 2402-002 Wildwood Oaks Lot Split

Development Services Director Strickland read aloud case number PLAT 2402-002 Wildwood Oaks Lot Split. The applicant, BluRock Development, LLC, sought approval from the Project Review Committee for a lot split on parcel G05-125, creating Parcel A with approximately 4.681 acres and Parcel B with approximately 11.940 acres. Heather Coons was present on behalf of the project. Strickland stated she had been in contact with the owner to obtain an easement for reuse along the western boundary of the property. She advised that if the lot split took place and a new owner took over the property, the easement would be transferred to the new owner. Coons responded that they were working on completing the easement documents. No further comments were offered or received. Vote 5-0.

RESULT:	Approved
----------------	-----------------

MOVER:	Assistant Utilities Director Martin
SECONDER:	City Manager McHugh
AYES:	Development Services Director Strickland, City Manager McHugh, Public Works Director Hockenbury, Police Chief Parmer, Assistant Utilities Director Martin

3. PLAT 2403-005 Tahj Clements Sr. Lot Split

Development Services Director Strickland read aloud case number PLAT 2403-005 Tahj Clements Sr. Lot Split. The applicant, Tahj Clements Sr., sought a favorable recommendation from the Project Review Committee for the split of a one-acre lot into two equal 0.5 acre lots. The development plans included two proposed accessory dwelling unit (ADU) structures and two main structures, all of which were single-story frame residences, relocation of an existing shed, and removal of an existing manufactured home. No utility easement(s) were found nor identified within the subject parcel. Chris Zipperer, the architect/builder for the project, as well as the applicant, were present on behalf of the project. Assistant Utilities Director Martin advised Zipperer that the sanitary sewer connections were on Clay Drain Road. Public Works Director Hockenbury agreed to an open cut as Clay Drain Road had planned improvements. City Attorney Bills stated that it appeared the water meter was inside the property line and since there were no utility easements, it may need to be resolved as the applicant connects to utilities. Zipperer stated they would relocate the water meter to the property line so that it could be accessed by the right-of-way. No further comments were offered or received. Vote 5-0.

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, Assistant Utilities Director Martin

4. SP 2305-011 Twisted Oaks Amenity Center

Development Services Director Strickland read aloud case number SP 2305-011 Twisted Oaks Amenity Center. The applicant, KL Twisted Oaks, LLC, sought a favorable recommendation from the Project Review Committee for the Twisted Oaks Subdivision Amenity Center consisting of a 5,989 SF building with a fitness facility, activity and flex space area with a bar, a 791 SF bathroom and storage building, a 2,523 SF adult pool area, a 5,140 SF family pool area, four pickleball courts, a playground, two dog parks, a fire pit lounge area, a yoga lawn, an activity lawn, a hammock area, and a mail collection area with associated infrastructure, including golf cart parking on 4.3 acres, MOL. The proposed Twisted Oaks Amenity Center would serve the residents of the single-family detached and attached dwelling units within the Twisted Oaks Subdivision, as well as the residents of the Highfield at Twisted Oaks Subdivision. Stephanie Vaughn with Kolter was present in-person, and Matt Morris was present by phone on behalf of the project. No comments were offered or received. Vote 5-0.

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, Assistant Utilities Director

5. SP 2309-006 Wildwood Acres Pavilion

Development Services Director Strickland read aloud case number SP 2309-006 Wildwood Acres Pavilion. The applicant, C Miller Construction, Inc., sought a favorable recommendation from the Project Review Committee for the construction of a new 1,740-square-foot open pavilion, new restrooms, construction of 5-foot ADA sidewalk and ADA parking spaces, and associated infrastructure improvements on 0.173 acres MOL. Larry Dagle of C Miller Construction was present on behalf of the project. No comments were offered or received. Vote 5-0.

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, Assistant Utilities Director Martin

6. SP 2312-008 Merideth Nagel Law Firm Minor Site Plan

Development Services Director Strickland read aloud case number SP 2312-008 Merideth Nagel Law Firm Minor Site Plan. The applicant, Merideth Nagel, sought a favorable recommendation from the Project Review Committee for the conversion of a residential building into a 1,305-square-foot law office building featuring an additional four parking spaces, including one Florida ADA parking space, and associated drive aisle improvements. Kyle Grindrod of Barrier Island Building Services, and Merideth Nagel, the owner and applicant, were present by phone on behalf of the project. Nagel asked for more information regarding the maximum number of parking spaces allowed. Strickland responded that there was no maximum, only that the project had to stay within the guidelines for impervious surface coverage requirements and not disrupt the drainage calculations. She advised the project engineer would be able to determine the number of spaces that could fit based on the infrastructure provided. A short discussion was held regarding the process of adding the modifications. No further comments were offered or received. Vote 5-0.

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

7. SP 2401-001 Twisted Oaks Apartments

Development Services Director Strickland read aloud case number SP 2401-001 Twisted Oaks Apartments. The applicant, James P. Harvey, President of KL Twisted Oaks, LLC, sought a favorable recommendation by the Project Review Committee for the construction of an apartment complex consisting of a three-story building with a total of 270 dwelling units featuring one hundred and thirty-five (135) 1-bedroom units, eighty-one (81) 2-bedroom units, and fifty-four (54) 3-bedroom units with 465 parking spaces featuring twelve (12) Florida ADA Accessible parking spaces, seventeen (17) detached garage parking spaces, and four (4) charging spaces, providing amenities consisting of a dog park, amenity center with pool,

pickleball courts, mail kiosks, playground and game lawn, proposed dumpster compactor, landscaping buffers, and associated infrastructure improvements on 16.87 acres MOL. Per the staff report, as of May 1, 2024, the applicant had submitted revised plans to address the city attorney and fire outstanding comments. Strickland clarified with Assistant Development Services Director Then that the revised plans satisfied all outstanding comments. Then advised that the next round of comments would come back on May 17, 2024, which would confirm all comments were cleared. Stephanie Vaughn with Kolter was present at the meeting, and Matt Morris was present by phone on behalf of the project. Strickland asked for a motion to approve the project upon resolution of the outstanding comments. No further comments were offered or received. Vote 5-0.

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

8. SP 2401-007 Chipotle @ Signature Drive

Development Services Director Strickland read aloud case number SP 2401-007 Chipotle at Signature Drive. The applicant, Troy F. Carter with Suncoast Civil Engineering, sought a favorable recommendation from the Project Review Committee for the construction of a 2,420 sq ft fast food restaurant with a mobile pick-up lane and associated infrastructure. The applicant, Troy Carter, and Wright Barrs with Brightwork Real Estate, were present by phone on behalf of the project. Strickland provided an overview of the outstanding utility comments. Assistant Development Services Director Then stated that as of May 10, 2024, the comments were cleared, and Assistant Utilities Director Martin explained the actions that would be taken to correct the issues. No further comments were offered or received. Vote 5-0.

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

VI. ADJOURNMENT

The meeting was adjourned at 10:33 a.m.

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

PROJECT REVIEW COMMITTEE
CITY OF WILDWOOD, FLORIDA

SEAL


Approval Signature

6.11.24
Date