

PROJECT REVIEW COMMITTEE
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
October 8, 2024 10:00 AM
COMMISSION CONFERENCE ROOM 124

(meeting taped)

I. Call to Order

Development Services Director Strickland brought the meeting to order at 10:00 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
Dan Horner	City Consulting Engineer	Present by Phone
Joshua Bills	City Attorney	Present
Jessica Barnes	City Clerk	Present

III. APPROVAL OF SUMMARY MINUTES

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

The summary minutes from the September 10, 2024, meeting were approved. 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

IV. OLD BUSINESS

None.

V. NEW BUSINESS

1. SP 2309-008 Encounter Church

Development Services Director Strickland read aloud case number SP 2309-008 Encounter

Church. The applicant sought a favorable recommendation from the Project Review Committee for the construction of a 15,304 SF church with associated infrastructure on parcels D32-057 and D32-158, consisting of 6.72 acres MOL. Staff recommended approval contingent on the resolution of the outstanding city attorney comments. City Attorney Bills provided an update on the comments regarding the easement. No further comments were offered or received. Vote 5-0.

RESULT:	Approved with Contingencies
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

2. SP 2405-004 New Life Christian Church-Fellowship Hall & Office Expansion

Development Services Director Strickland read aloud case number SP 2405-004 New Life Christian Church-Fellowship Hall & Office Expansion. The applicant sought a favorable recommendation from the Project Review Committee for the construction of a 6,300 square foot fellowship hall addition located to the southeast of the existing sanctuary, an office addition consisting of 994 square feet on the northeast side of the existing sanctuary, and minor changes to the paved parking and sidewalks on parcels D32-056 and D32-072, consisting of 14.54 acres MOL. 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 Martin

3. SP 2408-005 VOSO PH XXXI DEFG Master Plan

Development Services Director Strickland read aloud case number SP 2408-005 VOSO PH XXXI DEFG Master Plan. The applicant sought a favorable recommendation from the Project Review Committee for a master plan consisting of residential areas, not to exceed 4,500 dwelling units, and nonresidential areas on parcels K15-006, K22-001, K24-001, K25-001, K26-001, K26-002, K27-001, and K35-001, consisting of 1,661.55 acres MOL. No comments were offered or received. Vote 5-0.

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

4. PLAT 2308-008 Habitat for Humanity Lot Split

Development Services Director Strickland read aloud case number PLAT 2308-008 Habitat for Humanity Lot Split. The applicant sought a favorable recommendation from the Project Review Committee for the split of a 0.257 acre lot into two lots. Plans for development include

two proposed single family detached residence structures. Parcel 1 would be approximately 0.12 acres or 5,005 square feet, while Parcel 2 was expected to be slightly bigger at 0.13 acres or 5723 square feet in area. The applicant requested a technical waiver for the minimum lot width to be reduced from 75 feet to 61.75 feet for each lot. It was determined that all other development standards such as setbacks, maximum lot coverage, and minimum living area would need to be met at the time of site plan submittal. City Manager McHugh asked if the homes were going to be site built or manufactured, and Strickland answered site built. Assistant Utilities Director Martin questioned the timing of construction because there was a water line on the front parcel that would need to be relocated beforehand. Danielle Stroud with Habitat for Humanity was present on behalf of the project, and answered that it would be 2025, possibly July. No further 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 Martin

VI. ADJOURNMENT

With no further business to attend to, the meeting was adjourned at 10:11 a.m.

RESULT:	Adjourned
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 Martin

PROJECT REVIEW COMMITTEE
CITY OF WILDWOOD, FLORIDA

SEAL



Approval Signature

11.12.24

Date