

PROJECT REVIEW COMMITTEE
 CITY OF WILDWOOD, FLORIDA
 REGULAR MEETING
 May 13, 2025 10:00 AM
 COMMISSION CONFERENCE ROOM 124

(meeting taped)

I. Call to Order

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

II. Roll Call

Attendee Name	Title	Status
Melanie Strickland	Development Services Director	Present
Jason McHugh	City Manager	Absent
Jason Martin	Assistant Utilities Director	Present
Jeremy Hockenbury	Public Works Director	Absent
Randall Parmer	Police Chief	Present
Dan Horner	City Consulting Engineer	Present by Phone
Joshua Bills	City Attorney	Present
Jessica Barnes	City Clerk	Present
Wendy Then	Assistant Development Services Director	Present
McKenna Page	Planner	Present
Alex Lammers	Planner	Present

III. APPROVAL OF SUMMARY MINUTES

1. Project Review Committee Regular Meeting April 08, 2025, at 10:00 AM.

The summary minutes from the April 8, 2025, meeting were approved. No discussion. Motion to approve by Police Chief Parmer, seconded by Assistant Utilities Director Martin. Motion carried unanimously.

RESULT:	Passed
MOVER:	Police Chief Parmer
SECONDER:	Assistant Utilities Director Martin
AYES:	Development Services Director Strickland, Police Chief Parmer, Assistant Utilities Director Martin

IV. OLD BUSINESS

1. PLAT 2411-008 Boulder Square (Avondale) Replat

Development Services Director Strickland read aloud case number PLAT 2411-008 Boulder Square (Avondale) Replat. The applicant sought a favorable recommendation from the Project Review Committee for the Avondale Replat, now referred to as Boulder Square, which consisted of clearing all roadways, lots, and easements to create a blank slate for a forthcoming final plat to include parcel F01A008 of 10.11 acres, MOL. Owner/applicant representative, Dwight Sadhoff, was present for the hearing. No discussion. Motion by Assistant Utilities Director Martin, seconded by Police Chief Parmer, to approve. Motion carried unanimously.

RESULT:	Passed
MOVER:	Assistant Utilities Director Martin
SECONDER:	Police Chief Parmer
AYES:	Development Services Director Strickland, Police Chief Parmer, Assistant Utilities Director Martin

2. SP 2407-007 Discount Tire - Turkey Run Lot 6

Development Services Director Strickland read aloud case number SP 2407-007 Discount Tire - Turkey Run Lot 6. The applicant sought a favorable recommendation from the Project Review Committee for the construction of a 7,020 SF auto retail building providing the sale, services, installation, and repair of tires with associated infrastructure on parcel G05Y006, consisting of 1.45 acres, MOL. Although SP 2407-007 met the criteria within the Turkey Run Planned Development (PD), Lot 6 falls within Phase 3 of the concept plan. It was the intent of the terms and concept plan of the adopted Turkey Run PD Agreement (O2022-96) that the construction of Inspiration Drive was to be completed within Phase 2. The PRC continued the project from the March 11, 2025, and the April 8, 2025, meetings as Phase 2, as shown within the Turkey Run PD Concept Plan, had not been completed. Phase 2 included the construction of Inspiration Drive which would result in traffic distribution in accordance with the Turkey Run Transportation Impact Analysis (TIA) while also resolving life safety concerns from the fire code on secondary access. The applicant was advised to contact the Turkey Run Developer to provide any solutions before making a motion. The city attorney and applicant's attorney were in contact to further discuss the situation. Turkey Run representatives Marc Sumner and Gregg Zuckerman were present, as well as Discount Tire representative Stanley Hill. An extensive discussion was held regarding the proposed agreement to construct Inspiration Drive. Motion by Police Chief Parmer, seconded by Assistant Utilities Director Martin, to approve SP 2407-007 with the condition of the construction of Inspiration Drive or an agreement approved by the city attorney and city commission to construct Inspiration Drive in a timeline that's acceptable to the City. Motion carried unanimously.

RESULT:	Passed
MOVER:	Police Chief Parmer
SECONDER:	Assistant Utilities Director Martin
AYES:	Development Services Director Strickland, Police Chief Parmer, Assistant Utilities Director Martin

V. NEW BUSINESS

1. SP 2404-007 All County Collision

Development Services Director Strickland read aloud case number SP 2404-007 All County Collision. The applicant sought a favorable recommendation from the Project Review Committee for the construction of a 12,321 SF vehicle repair building with parking spaces, storm water pond, and associated infrastructure on parcel D08A001, consisting of 1.97 acres MOL. Owner/applicant representative Ryan DeMarco was present for the hearing. A discussion was held regarding the technical waivers and construction of the building. Kimley-Horn engineer, Dan Horner, was present by phone to answer questions regarding the utility comments. Motion by Police Chief Parmer, seconded by Assistant Utilities Director Martin, to approve SP 2404-007 along with the requested technical waivers. Motion carried unanimously.

RESULT:	Passed
MOVER:	Police Chief Parmer
SECONDER:	Assistant Utilities Director Martin
AYES:	Development Services Director Strickland, Police Chief Parmer, Assistant Utilities Director Martin

2. SP 2407-005 Wildwood Oaks Master Plan - Mass Grading

Development Services Director Strickland read aloud case number SP 2407-005 Wildwood Oaks Master Plan - Mass Grading. The applicant sought a favorable recommendation from the Project Review Committee for the construction of a retention pond and improved driveway on parcels G05-183 and G05-125, consisting of 4.681 acres MOL. Owner/applicant representatives Heather Coon and Mitch Collins were present by phone. City Attorney Bills clarified his comment(s) for the record. No further discussion. Motion by Assistant Utilities Director Martin, seconded by Police Chief Parmer, to approve SP 2407-005 subject to the resolution of the outstanding comments. Motion carried unanimously.

RESULT:	Passed
MOVER:	Assistant Utilities Director Martin
SECONDER:	Police Chief Parmer
AYES:	Development Services Director Strickland, Police Chief Parmer, Assistant Utilities Director Martin

3. SP 2407-009 Convenience Store & Coffee Shop - Utilities Only

Development Services Director Strickland read aloud case number SP 2407-009 Convenience Store & Coffee Shop - Utilities Only. The applicant sought approval from the Project Review Committee for the construction of private utility infrastructure to serve a 5,270 SF convenience store with 13 fueling pumps and a 900 SF coffee shop on parcels F03-005 and F03-007, consisting of 3.07 acres, MOL. The owner/applicant was not present for the hearing. A short discussion was held regarding clarifications on the project and outstanding comments. Motion by Police Chief Parmer, seconded by Assistant Utilities Director Martin to approve SP 2407-009 subject to the approval of the easement. Assistant Development Services Director Then stated for the record that staff had received a copy of the executed easement, they were just waiting for the original hard copy in the mail. Motion carried unanimously.

RESULT:	Passed
MOVER:	Police Chief Parmer

SECONDER:	Assistant Utilities Director Martin
AYES:	Development Services Director Strickland, Police Chief Parmer, Assistant Utilities Director Martin

4. SP 2409-002 One Hundred (100) Oaks Offsite Forcemain

Development Services Director Strickland read aloud case number SP 2409-002 One Hundred (100) Oaks Offsite Forcemain. The applicant sought approval from the Project Review Committee for the construction of an 8,682 linear foot, 14-inch force main running approximately 1.7 miles within the US 301 right-of-way. Owner/applicant representative Erin Tumolo was present by phone. Strickland noted the permits had been updated as well as a Developer's Agreement established. Motion by Police Chief Parmer, seconded by Assistant Utilities Director Martin, to approve SP 2409-002 subject to the resolution of outstanding comments. Motion carried unanimously.

RESULT:	Passed
MOVER:	Police Chief Parmer
SECONDER:	Assistant Utilities Director Martin
AYES:	Development Services Director Strickland, Police Chief Parmer, Assistant Utilities Director Martin

5. A25-1316 Oxford Crossings - RaceTrac Lot Split

Development Services Director Strickland read aloud case number A25-1316 Oxford Crossings - RaceTrac Lot Split. The applicant sought approval from the Project Review Committee for Oxford Crossings, to split parcels D20-120, D20-121, D20-123, D20-124, and D20-125, leaving parcel 1 with 4.37 acres and parcel 2 with 125.40 acres MOL. Owner/applicant representative Tyler Counts with Clymer Farner Barley was present for the hearing. Strickland provided further background on the project. City Attorney Bills added that the goal was that anyone in the future would be able to pull the file on the project and see all changes made to the corresponding parcels and connected projects. Motion by Assistant Utilities Director Martin, seconded by Police Chief Parmer, to approve A25-1316 subject to the resolution of outstanding comments and approval of SP 2410-003 Oxford Crossings Racetrac. Motion carried unanimously.

RESULT:	Passed
MOVER:	Assistant Utilities Director Martin
SECONDER:	Police Chief Parmer
AYES:	Development Services Director Strickland, Police Chief Parmer, Assistant Utilities Director Martin

Staff required a short recess at 10:45 a.m. The meeting resumed at 10:51 a.m.

6. PLAT 2408-008 Matteo Oaks Improvement Plan

Development Services Director Strickland read aloud case number PLAT 2408-008 Matteo Oaks Improvement Plan. The applicant sought a favorable recommendation from the Project Review Committee for the construction of one hundred and eighty (180) single-family dwelling units, parking, drive aisles, and associated infrastructure on parcels C36-102 and C36-003, consisting of 45.16 acres MOL. Owner/representative Tyler Counts was present for the hearing. No discussion. Motion by Police Chief Parmer, seconded by Assistant Utilities Director Martin, to approve PLAT 2408-008 subject to resolution of outstanding comments. Motion carried

unanimously.

RESULT:	Passed
MOVER:	Police Chief Parmer
SECONDER:	Assistant Utilities Director Martin
AYES:	Development Services Director Strickland, Police Chief Parmer, Assistant Utilities Director Martin

7. A25-1127 VOSO Shanty Creek Villas Master Plan

Development Services Director Strickland read aloud case number A25-1127 VOSO Shanty Creek Villas Master Plan. The applicant sought a favorable recommendation from the Project Review Committee for a master plan consisting of residential areas not to exceed 80 units, and nonresidential areas, on parcels G16-005 and G16-112, consisting of 9.74 acres MOL. Owner/representative Tyler Counts was present for the hearing. No discussion. Motion by Assistant Utilities Director Martin, seconded by Police Chief Parmer, to approve A25-1127. Motion carried unanimously.

RESULT:	Passed
MOVER:	Assistant Utilities Director Martin
SECONDER:	Police Chief Parmer
AYES:	Development Services Director Strickland, Police Chief Parmer, Assistant Utilities Director Martin

8. A25-0036 Twisted Oaks Commercial Final Plat

Development Services Director Strickland read aloud case number A25-0036 Twisted Oaks Commercial Final Plat. The applicant sought a favorable recommendation from the Project Review Committee for a replat of Tracts C-2B, C-2A, C-3, C-4, C-5, and P-3 within the Twisted Oaks Final Plat (PLAT 2308-004 PB 21/Page 18), creating tracts C2-C, C2-A, C-3A, and C-3B for the Twisted Oaks Commercial Final Plat on parcels D31A216 and D31A218, consisting of 8.119 acres MOL. Owner/representative Erin Tumolo was present by phone for the hearing. Assistant Utilities Director Martin clarified with Erin that utility access would be required via easement. A short discussion was held regarding the easement. Motion by Police Chief Parmer, seconded by Assistant Utilities Director Martin, to approve A25-0036 subject to the resolution of outstanding comments and submittal and approval of the utility easement needed on Tract C-3B for utility service to the newly allocated tracts. Motion carried unanimously.

RESULT:	Passed
MOVER:	Police Chief Parmer
SECONDER:	Assistant Utilities Director Martin
AYES:	Development Services Director Strickland, Police Chief Parmer, Assistant Utilities Director Martin

9. SP 2410-003 Oxford Crossings Racetrac

Development Services Director Strickland read aloud case number SP 2410-003 Oxford Crossings Racetrac. The applicant is seeking a favorable recommendation from the Project Review Committee for the construction of a 6,008-square-foot Convenience Store with a Gas Canopy featuring seven gas pump stations, four semitrailer fueling stations, a dumpster and associated improvements consisting of parking lot areas, landscaping buffers, commercial road, and connection to off-site stormwater retention, on parcels D20-121 and D20-120, consisting of

3.34 acres MOL. Owner/representative Tyler Counts was present for the hearing. Strickland reviewed the outstanding comments. City Attorney Bills clarified that there was still an issue with the cross-access stormwater easement, but he should be getting additional documents to review soon. Counts provided an explanation of the easements that would be provided. Further discussion was held regarding the required documents and outstanding comments. Motion by Police Chief Parmer, seconded by Assistant Utilities Director Martin, to approve SP 2410-003 subject to the resolution of outstanding comments. Motion carried unanimously.

RESULT:	Passed
MOVER:	Police Chief Parmer
SECONDER:	Assistant Utilities Director Martin
AYES:	Development Services Director Strickland, Police Chief Parmer, Assistant Utilities Director Martin

10. A25-0035 Densan Park Phase 2 Final Plat

Development Services Director Strickland read aloud case number A25-0035 Densan Park Phase 2 Final Plat. The applicant sought a favorable recommendation from the Project Review Committee for the Densan Park Phase 2 Final Plat, a 67-unit residential subdivision which includes 12 tracts and dedication of four rights-of-way to the City of Wildwood, on parcels D08-016, D08-018, D08-040, D09-016, D09-016, D09-046, and D09N071, consisting of 28.75 acres, MOL. Owner/representative David Springstead was present for the hearing. City Attorney Bills stated the applicant had been working toward clearing the outstanding comments, he just needed to review everything that was submitted. Further discussion was held regarding the outstanding bonding comments. Motion by Assistant Utilities Director Martin, seconded by Police Chief Parmer, to approve A25-0035 subject to the resolution of outstanding comments. Motion carried unanimously.

RESULT:	Passed
MOVER:	Assistant Utilities Director Martin
SECONDER:	Police Chief Parmer
AYES:	Development Services Director Strickland, Police Chief Parmer, Assistant Utilities Director Martin

VI. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 11:19 a.m.

RESULT:	Passed
MOVER:	Police Chief Parmer
SECONDER:	Assistant Utilities Director Martin
AYES:	Development Services Director Strickland, Police Chief Parmer, Assistant Utilities Director Martin



Approval Signature

PROJECT REVIEW COMMITTEE
CITY OF WILDWOOD, FLORIDA

6.10.25

Date