

City Hall

wildwood-fl.gov  
Area Code: 352  
Zip Code: 34785

**CITY HALL**  
100 N. Main Street  
330-1330 Phone  
330-1338 Fax

**CITY MANAGER**  
Extension 109

**CITY CLERK/FINANCE**  
Extension 100

**CUSTOMER SERVICE**  
(Utility Accounts/TDD)  
Extension 130

**DEVELOPMENT SERVICES**  
Planning/Zoning/Concurrency  
Extension 118  
330-1334 Fax

**HUMAN RESOURCES**  
Extension 105  
330-1339 Fax

**PARKS & RECREATION  
COMMUNITY CENTER**  
Reservations:  
Extension 114

**POLICE**  
100 E. Huey Street  
330-1355  
330-1358 Fax

**PUBLIC WORKS**  
410 Grey Street  
330-1343  
330-1353 Fax

**WASTEWATER**  
1290 Industrial Drive  
330-1349  
330-1350 Fax

**WATER**  
801 E. Huey Street  
330-1346  
330-1347 Fax

## AGENDA September 4<sup>th</sup>, 2012 at 3:00 pm

### PLANNING & ZONING BOARD/SPECIAL MAGISTRATE

1. **CALL TO ORDER: Planning & Zoning Board**

Approval of minutes from the July 5<sup>th</sup>, 2012  
Planning & Zoning Board/ Special Magistrate  
meeting.

2. **OLD BUSINESS:**

None

3. **NEW BUSINESS:**

**SE 1111-01 Missy's Place Adult Day Care**  
Extension of Special Exception approval for an Adult  
Day Care in a residential area.

4. **FORUM**

5. **ADJOURNMENT:**

**APPEAL: NECESSITY OF RECORD.** In order to appeal the  
Board/Special Magistrate's decision of this matter, a verbatim  
record of the proceedings is required. The Board/Special  
Magistrate assumes no responsibility for furnishing said record.

**City of Wildwood  
Planning and Zoning Board/Special Magistrate  
July 3, 2012**

The meeting of the Planning and Zoning Board/Special Magistrate for the City of Wildwood convened on Tuesday, July 3, 2012 in the Commission Chamber of City Hall, 100 North Main Street, Wildwood, Florida.

City Representatives Present: Special Magistrate Archie O. Lowry, Jr.; Melanie Peavy, Development Services Director; Richard Busche, City Engineer, Kimley Horn and Associates; and Paul Ketz, Senior Development Specialist.

The hearing was called to order at 3:00 p.m. by Special Magistrate Archie O. Lowry.

The minutes from the June 5, 2012 Planning and Zoning Board as Local Planning Agency and from the June 5, 2012 regular Planning and Zoning Board were signed and approved.

**Melanie Peavy, Richard Busche, and Paul Ketz were sworn in at this time.**

**Old Business:**

**NONE**

**New Business:**

**SP 1206-01 EAJ Warehouse (Parcel G17C005B)**

Site Plan approval for a 5,000 sq. ft. building on Lot 5B in Business Park 44 South with associated driveway and parking.

**Melanie Peavy:** Introduced herself and read excerpts from the staff report into the record to present the case before the Planning and Zoning Board. Staff recommends approval of the item.

**Special Magistrate:** Would the City Engineer step forward to address the approval criteria in section 4.4?

**Richard Busche:** The applicant has complied with all of the requirements under section 4.4. There were a few comments on the initial submittal, which have since been addressed and are in compliance with section 4.4.

**Special Magistrate:** Would the project engineer step forward to address the project?

**Keith Riddle was sworn in at this time.**

**Keith Riddle:** Introduced himself and spoke about the project. Melanie addressed the project pretty well. This is going to be a warehouse for the storage of personal items; the owner lives in the Villages, and this location is near his home.

The Special Magistrate had follow up questions about the amount of time to build, which Mr. Riddle estimated at three to four months start to finish. Mr. Riddle was not aware at this time if a contractor had been selected.

**Special Magistrate:** Does anyone from the audience have any comments on this matter?

There were no public comments at this time.

**Special Magistrate:** Any other comments or questions on this case? Hearing none, based upon the testimony and information received in this case, I recommend approval of Site Plan SP 1206-01 to the City Commission, subject to approval, exemption, or permitting of the project by all agencies of competent jurisdiction.

**SP 1206-02 Harry Harmer Lot 2 Block B (Parcel G30D001)**

Site Plan approval to construct a 3,200 sq. ft. building on Lot 2 Block B in the South Wildwood Industrial Park with associated driveway and parking.

**Melanie Peavy:** Ms. Peavy read excerpts from the staff report into the record to present the case before the Planning and Zoning Board. Staff recommends approval of the item.

**Special Magistrate:** Would the City Engineer step forward to address the approval criteria in section 4.4?

**Richard Busche:** The applicant has complied with all of the requirements under section 4.4. There were a few comments on the initial submittal, which have since been addressed; we are now satisfied with the application.

**Special Magistrate:** Would the project engineer step forward to address the project?

**David Springstead was sworn in at this time.**

**David Springstead:** Mr. Springstead introduced himself and described the project. This project is for commercial/industrial warehouse space for sale that is part of the business park. As demand increases, the owner is beginning more construction and filling out the park.

**Special Magistrate:** Does anyone from the audience have any comments on this matter?

There were no public comments at this time.

**Special Magistrate:** Any other comments or questions on this case? Hearing none, based upon the testimony and information received in this case, I recommend approval of Site Plan SP 1206-02 to the City Commission, subject to approval, exemption, or permitting of the project by all agencies of competent jurisdiction.

**Special Magistrate:** Is there any other business to come before the Planning and Zoning Board today?

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With no further business to discuss, the Planning and Zoning Board/Special Magistrate meeting for the City of Wildwood was adjourned at approximately 3:08 p.m.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Archie O. Lowry, Jr., Special Magistrate  
City of Wildwood, Florida

DRAFT

**CITY OF WILDWOOD  
PLANNING & ZONING BOARD/SPECIAL MAGISTRATE  
STAFF REPORT**

**Case Number:** SE1111-01  
**Property Owner:** Oxford Land Bandit (Robert Shoemaker)  
**Applicant:** Melissa Wilkes  
**Parcel Number:** G05=040

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The applicant seeks an extension of a previously approved Special Exception to allow for an adult day care center to be located at 711 Cleveland Avenue (CR 466A) which is located in a Medium Density Residential (R-3) zoning district. The Special Exception was initially approved by the Planning and Zoning Board/Special Magistrate at the meeting of January 3, 2012.

**Staff recommends approval of the request for an extension of the Special Exception for a period of one year subject to the requirements of the January 3, 2012 approval.** As detailed in the applicant's request, although they are not yet ready to open for participants, significant progress has been made on the project.

The Planning and Zoning Board/Special Magistrate has the duty to approve, approve with conditions, or deny the Special Exception pursuant to subsections 1.7(B)(3) and 3.9(B)(3) of the Land Development Regulations.

The public hearing was noticed pursuant to subsection 3.9 (B)(2) of the City's Land Development Regulations for the January 3, 2012 Planning and Zoning Board meeting. Placards were posted and a Notice of Hearing was sent via Certified Mail to all property owners adjoining the property in question. There were six letters sent out to the adjoining property owners; two responses were returned, with none in favor and two against the Special Exception.

Notice of today's meeting was posted on the notice board at City Hall and on the bulletin board at the Wildwood Post Office. A notice of this meeting was published in a newspaper of general circulation (Daily Commercial) on Friday, August 24, 2012.



DATED: August 17, 2012

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Melanie Peavy  
Development Services Director



### Sumter County BOCC - GIS

BOCC - Bushnell, FL 33513 | 352-793-0200

Parcel ID: **G05=040**

**OXFORD LAND BANDIT INC**  
 11888 N MAIN ST OXFORD, FL 34484  
 Street: 711 CLEVELAND AVE

S/T/R: 05/19/23 BEG 30 FT N OF SW COR OF SE1/4 OF NW1/4 RUN N 273 FT E 150 FT S 273 FT W 150 FT TO BEG

Sales

3/1/2007	1742/577	Improved	\$135,000.00
8/1/2005	1454/375	Improved	\$100.00

NOTES:



This information was derived from data which was compiled by the Sumter County BOCC - GIS. This information should not be relied upon by anyone as a determination of the ownership of property, legal boundary representation, or market value. The map image is not a survey and shall not be used in any Title Search or any official capacity. No warranties, expressed or implied, are provided for the accuracy of the data herein, it's use, or it's interpretation. This information was last updated: 12/20/2011 and may not reflect the data currently on file at our office.

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July 5, 2012

Mr. Paul Ketz  
Senior Development Specialist  
City of Wildwood  
100 N. Main Street  
Wildwood, FL 34785

Re: Special Exception, Missy's Place Adult Day Care Center (SE 1111-01)

Dear Mr. Ketz;

Thank you for speaking with me recently regarding extending the below mentioned Special Exemption conditions for Missy's Place Adult Day Care Center, to be located at 711 Cleveland Avenue.

If you have driven along Cleveland Avenue these past several months, you have likely seen many changes taking place at the property, namely the following:

- Addition of new landscaping, flower boxes and maintained lawn
- Addition of handicap accessible entry – deck with ramp for wheelchair access
- Painted exterior and doors
- Removal of three large Water Oak trees that presented a danger during inclement weather

Some changes taking place within the house which are not visible to passing traffic include:

- Widened doorways to accommodate wheelchairs and walkers
- Handicap accessible restroom
- Fresh paint colors to create a calming, safe environment

I have attached some photographs depicting the before and after of several of my projects.

As I still have some projects to complete – such as meeting with the Sumter County Building Inspector and working with the Florida Healthcare Association regarding licensure (I have already had a courtesy inspection by the Fire Marshall) – I would appreciate a one hundred twenty day (120) extension on my Special Exception Use permit. I do believe I will be accomplishing these major projects within this timeframe.

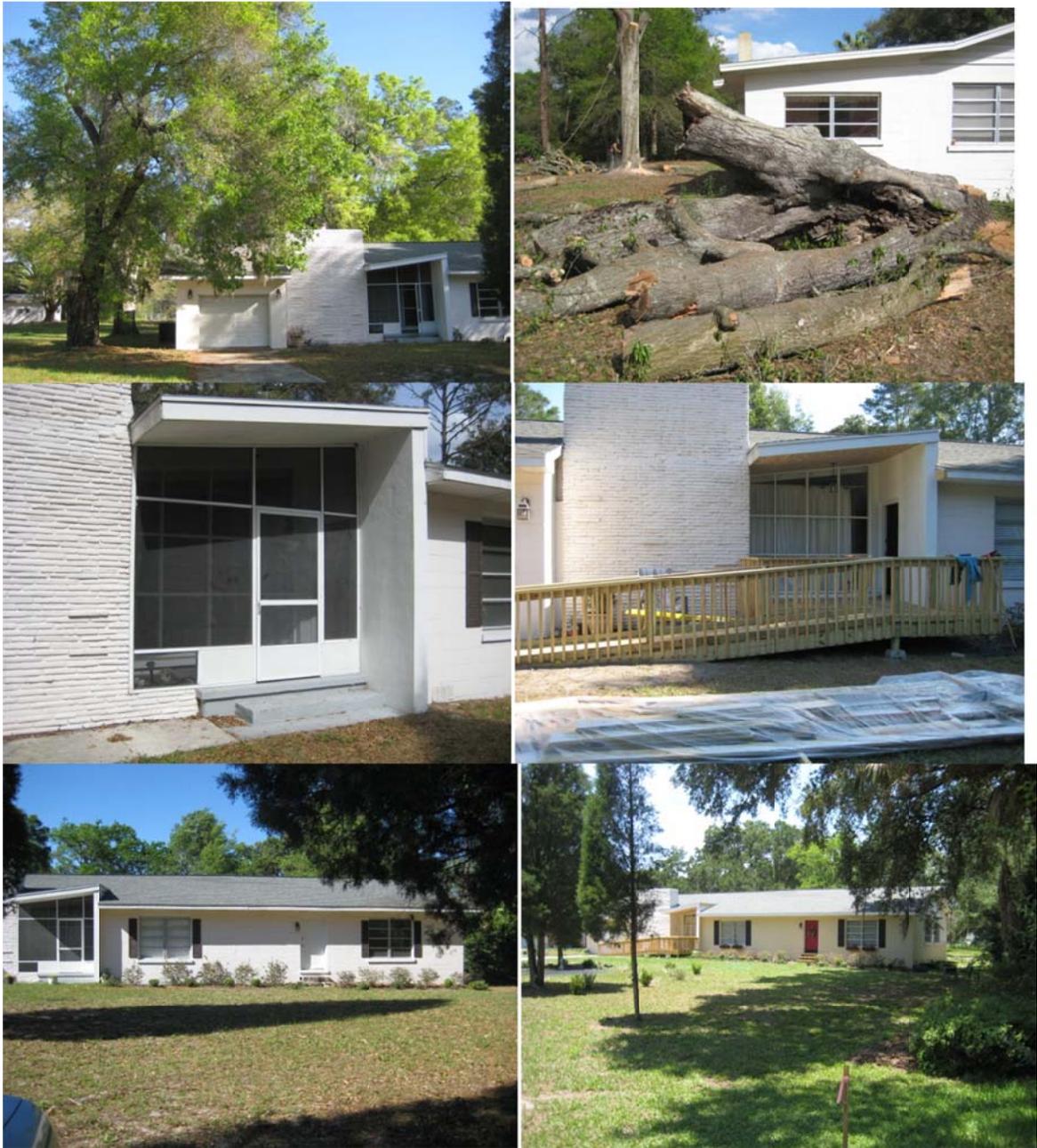
Should you require any additional information regarding this request, please contact me at your convenience. I would be happy to provide regular updates if you feel this is necessary to ensure that I am proceeding with the project in a professional manner.

Regards,

Melissa Wilkes  
2246 Crestview St.  
The Villages, FL 32162  
Cell: 330-414-8979  
Email: [wilkes\\_melissa@yahoo.com](mailto:wilkes_melissa@yahoo.com)

Attachments

BEFORE AND AFTER PHOTOS OF MISSY'S PLACE – 711 CLEVELAND AVE.





**CITY OF WILDWOOD  
PLANNING AND ZONING BOARD**

**Case No:** SE 1111-01  
**Property Owner:** Oxford Land Bandit, Inc. (Robert Shoemaker)  
**Applicant:** Melissa Wilkes  
**Requested Action:** Approval of a Special Exception to allow an older adult day care center in a residentially zoned area (R-3, Medium Density Residential).

The above case number came before the Planning and Zoning Board/Special Magistrate on Tuesday, January 3, 2011. The Special Magistrate having heard arguments by Development Services Director Melanie Peavy, and testimony from the property owner and applicant, the Planning and Zoning Board finds and orders as follows:

**FINDINGS OF THE BOARD/SPECIAL MAGISTRATE**

- A. Pursuant to the City's Land Development Regulations, when reviewing an application for a Special Exception other than for a home occupation permit, the board shall consider the requirements enumerated in subsection 3.9(C) Special exceptions, Review criteria (outlined below in the next section).
- B. The City of Wildwood's Development Services Director has determined that Melissa Wilkes' request for an older adult day care center in a residentially zoned area (R-3, Medium Density Residential) is permitted under the Land Development Regulations subsection 3.9(C), subject to the additional special requirements of subsection 3.9(E)(7) and limited to a total of 14 participants.
- C. The City of Wildwood Land Development Regulations, subsection 3.9(B)(3) provides authority for the Planning and Zoning Board/Special Magistrate to approve, approve with conditions, or deny the Special Exception Use.

It is now therefore determined:

**CONCLUSIONS OF LAW**

Pursuant to the authority conveyed to the Planning and Zoning Board/Special Magistrate in the City of Wildwood Land Development Regulations, subsection 3.9(B)(3), the Special Magistrate has heard the testimony of the City of Wildwood's Development Services Director finding that the subject property does meet the criteria for a Special Exception, which is hereby confirmed and approved, based on the review criteria set out in subsection 3.9(C):

When reviewing an application for a special exception other than for a home occupation permit, the board shall consider the following requirements and criteria:

- (1) The proposed use must comply with the Comprehensive Plan;

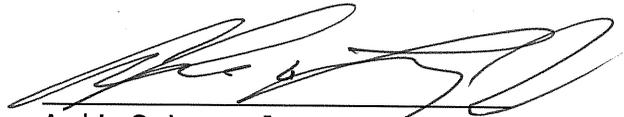
- (2) Size, location or number of special exception uses in this area shall be limited so as to maintain the overall character of the district as intended by this Code;
- (3) Justification has been presented as to why the special exception should be granted; and
- (4) Allowance of the special exception use will not result in a decrease in neighboring property values.

Based on the testimony and information provided, and subsections 3.9(C)(1), 3.9(C)(2), 3.9(C)(3), and 3.9(C)(4) of the LDRs which address the criteria for the approval of a Special Exception that have been established in this case, **there is basis for the approval of a Special Exception.**

**However, as a condition of approval by the Special Magistrate, this Special Exception use shall commence within the next 180 days or the approval shall expire and the applicant will be required to reapply for Special Exception approval.**

**Therefore, the request for a Special Exception is approved.**

DATE: January 6, 2012



Archie O. Lowry, Jr.  
Special Magistrate, City of Wildwood