



AGENDA
JULY 21, 2015 at 10:00 am
PROJECT REVIEW COMMITTEE

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

4. OLD BUSINESS:

NONE

5. NEW BUSINESS:

PLAT 1506-02 – Final PLAT Grand Oaks Manor

(Parcel #: D20=008 and D20=002)

The applicant is seeking Final Plat approval for a 400 unit single family detached residential subdivision with amenities and related improvements.

SP 1507-01 – MINOR Baltic Commercial Business

(Parcel #: G06E017)

The applicant is seeking site plan approval for additional, paved vehicle parking and related improvements.

6. ADJOURNMENT

City of Wildwood
Project Review Form – July 21, 2015
Review Summary # 1 for Project PLAT 1506-02
Final PLAT Grand Oaks Manor

ADMINISTRATION

NONE

BUILDING SERVICES

No comment.

CABLE – BRIGHOUSE

NONE

CITY SURVEYOR

NONE

CITY ENGINEER

General

1. Provide mylar using 24"x30" with correct margins per LDR 5.6(B).
2. Provide as-builts or performance bond per LDR 5.6(C)(1) or Section 5.6(C)(2).
3. Provide letters of service per LDR 5.6(C)(7).
4. Provide HOA documents per LDR Section 5.6(C)(8).
5. Provide permits per LDR 5.6(C)(9).
6. Provide developers agreement per LDR 5.6(C)(10).
7. Provide boundary survey per FS 177.041(1).
8. Provide title certification per FS 177.041(2).
9. Set PRMs and provide reference on plat with description per FS 177.091(7).
10. Provide title opinion to match legal description on face of plat per FS177.091(11).
11. Provide section and quarter section lines on plat per FS 177.091(14).
12. All contiguous properties shall be identified or stated unplatted per FS 177.091(17).
13. Provide progressively numbered lots per FS 177.091(18).
14. All areas dedicated must clearly be indicated or stated per FS 177.091(25).
15. Provide tabular curve data on the sheet on which it applies per FS 177.091(26).
16. Provide monumentation depicted on plat to match field.
17. It appears lot 99 has been added since improvement plan approval. Please confirm utility service to this lot.

Sheet 1

City of Wildwood
Project Review Form – July 21, 2015
Review Summary # 1 for Project PLAT 1506-02
Final PLAT Grand Oaks Manor

18. Legal description has erroneous calls 15, 17, 18. Legal description does not close, but it appears the call for N.89°37'33"W., 400.00' should be N.00°22'27"E, 400.00'.
19. Revise note 1 to reference Florida State Plane West.
20. Provide entity for maintenance and ownership in the dedication for every tract.
21. Provide missing e from "THE" in the paragraph under the dedication.
22. Revise number of lots indicated.
23. Provide entity that will own and maintain right of ways and have access to various easements in the dedication. Will the City of Wildwood own Tract S?
24. Add appropriate names for following City Clerk, Mayor, and Attorney.
25. Add appropriate Development Services Director approval certification.
26. Add Surveyor's Certificate for City surveyor.

Sheet 2

27. Distance on north boundary does not match call in legal "N.89°38'04"W., 485.20' (legal 485.32').

Sheet 3

28. Review curve 54 on lot 103. Radius appears to be 25' rather than 70'.
29. Curve 57 on lot 106 indicates 70' radius, I believe it should be 25'.
30. Add centerline bearing for Myrtle Oak Way, White Oak Drive, and Mossy Oak Drive.
31. Add label for Grand Oaks Boulevard.
32. Grand Oaks Boulevard right of way is not contiguous to CR C-472 right of way.

Sheet 4

33. Provide more information for easements on lots 19 & 20.
34. Provide more information for easement west of Tract "S".
35. Provide centerline data for Hawks Nest Court.
36. Indicate type and size of easement on Lot 387.
37. Address how access and utility service to lots 387, 389, 390, and 391 are going to be obtained. It appears these lots should be part of Grand Oaks Manor Phase 2.
38. Indicate right of way width.

DEVELOPMENT SERVICES

1. All items to be resubmitted must be accompanied by two CDs with all of the electronic versions provided in PDF (and Word as appropriate). Specifically for the Declarations, Bylaws, and Articles of Incorporation and other similar documents, please provide the Word version as well.
2. In addition to the Clerk of the Court's direction below, please ensure that no less than five recorded copies are returned to the City of Wildwood (DSD, City Clerk, Utilities, Public Works, City Engineer).
3. Confirm all signature lines; a copy of the Enclave at Lakeside Landings plat has been emailed to you under separate cover as a reference.

City of Wildwood
Project Review Form – July 21, 2015
Review Summary # 1 for Project PLAT 1506-02
Final PLAT Grand Oaks Manor

4. Please provide the City with a Performance Bond per section 5.6(C)(2) for 120% of the construction costs, including landfill. Costs for construction shall be determined by an estimate by the applicant's engineer, or a copy of the actual construction contracts. A format was emailed under separate cover.
5. Please provide the City with a Maintenance Bond per section 5.6(C)(3) for 20% of the construction costs of all public improvements. A form was emailed under separate cover.
6. Please provide the final copy of any restrictive covenants, notarized and ready for recording per LDR 5.6(C)(5).
7. Please provide a title certificate per LDR 5.6(C)(6).
8. Please provide letters of service per LDR 5.6(C)(7).
9. Please provide the final version of all HOA documents per LDR 5.6(C)(8) ready for recording.
10. In the Articles of Incorporation, Page 10, Item C refers to forty (40) lots for the entire development, although the overall development is scheduled to have 392 SFD lots. Is there some significance to this number? It doesn't appear to match the first phase of development, or the number of ERUs initially purchased under the Developer's Agreement.
11. In the Declaration of Covenants, Conditions, and Restrictions - Page 9, item 5.7 states in part "The City of Wildwood will maintain and provide necessary repairs and erosion control and other major repairs deemed as outside the scope of reasonable practices of the Association." This section is in conflict with the Developer's Agreement; the Developer's Agreement only provides for the City to maintain the roads and utilities. Please remove.
12. Please provide copies of all permits per LDR 5.6(C)(9).
13. Please graphically depict all driveway restriction areas for corner lots per LDR 6.5(C)(1).

ELECTRIC – DUKE (PROGRESS ENERGY)

NONE

ELECTRIC - SECO

NONE

FIRE (Villages Public Safety)

NONE

GAS - TECO

NONE

LAKE-SUMTER MPO (TRAFFIC ANALYSIS)

City of Wildwood
Project Review Form – July 21, 2015
Review Summary # 1 for Project PLAT 1506-02
Final PLAT Grand Oaks Manor

NONE

POLICE

Traffic control devices in or about roads in the City of Wildwood:

- 1) All traffic control signals or devices must comply with the Florida State Statutes regarding the installation.
- 2) All traffic control signals or devices must conform to the manual and specifications published by the Florida Department of Transportation, to include but not limited to signs size and height.

PUBLIC WORKS

NONE

SUMTER COUNTY – CLERK OF COURT

- 1) All signatures and seals in black. Please make sure that seals are legible for scanning.
- 2) Proper size under Sumter County Code and Section 177.091(LA) 24" x 30", with straight edges.
- 3) The following will be presented to the Clerk at the time of recording:
 - A. Original Plat on mylar paper to be used in this office by the public.
 - B. If restrictions are being recorded – please have them put a place on the first page for recording information (leave a margin for the Clerk's stamp).

The recording fee is \$30.00 for the first page and \$15 for each additional page. A fee of \$5.00 per page will be charged for copies of the plat that are made for the owner, the Clerk, property appraiser, planning and zoning, road and bridge, and a fee of \$1.00 per page will be charged for copies that are made for the County Commissioners. A \$5.00 miscellaneous fee will be charged to distribute these copies to the proper office.

SUMTER COUNTY - PLANNING

No comment.

SUMTER COUNTY – ROADS AND BRIDGES

NONE

City of Wildwood
Project Review Form – July 21, 2015
Review Summary # 1 for Project PLAT 1506-02
Final PLAT Grand Oaks Manor

TELEPHONE / INTERNET – CENTURYLINK (EMBARQ)

NONE

UTILITIES – WATER/WASTEWATER

No comment.

City of Wildwood
Project Review Form – July 21, 2015
Review Summary # 1 for Project SP 1507-01
MINOR Baltic Commercial Business

ADMINISTRATION

NONE

BUILDING SERVICES

No comment.

CABLE – BRIGHOUSE

NONE

CITY SURVEYOR

NONE

CITY ENGINEER

General

1. Prior to the commencement of construction, provide copies of all applicable regulatory agency permits including Sumter County and SWFWMD per LDR 4.4(D)(6).
2. Confirm if an FDOT drainage connection permit is required for this project.

Sheet 1

3. Provide a boundary survey per LDR 4.4(C)(19).
4. Provide location and access provisions for solid waste collection per LDR 4.4(C)(18).
5. Provide 5' landscape buffer between the innermost edge of the sidewalk and the edge of the paved parking area per DDS 1.B.7 (Downtown District).
6. Provide a site specific parking analysis to demonstrate the proposed number of parking spaces is adequate for the development per LDR Notes for Table 6-11.
7. Correct road label for C-466A. The plan currently shows C-466.
8. Demonstrate vehicular ingress/egress to each parking space is adequate.
9. Provide curbing or a barrier to ensure pedestrians on the C-466A sidewalk are shielded from vehicles moving throughout the site.
10. Show field striping and signing conditions for C-466A and Webster Street. There is a turn lane in front of the site on C-466A and a right only sign on the Webster Street stop sign.
11. Provide a right in/right out configuration and signage for the entrance on C-466A.

City of Wildwood
Project Review Form – July 21, 2015
Review Summary # 1 for Project SP 1507-01
MINOR Baltic Commercial Business

12. The driveway location on Webster Street does not comply with LDR Table 6-6 for driveway spacing.
13. No portion of the driveway apron on Webster Street may extend beyond the frontage of the property being served by the driveway per LDR 6.5(C)(2).
14. Provide location of construction staging area on the plan.

Stormwater Calculations

15. The original stormwater calculations accounted for a 77 CN for a larger portion of the drainage basin, not just the subject parcel. Provide a calculation to demonstrate that the overall basin CN is not increased by this project.

DEVELOPMENT SERVICES

City staff had concerns similar to those raised by the City Engineer on this project. It is not the intent of the City to deprive the owner of the use of the property; however, the type of business or tenant will make a difference in whether the achievable parking can satisfy that type of business. This issue will be discussed at PRC to determine if a waiver would be beneficial or serve to exacerbate the site.

ELECTRIC – DUKE (PROGRESS ENERGY)

NONE

ELECTRIC - SECO

NONE

FIRE (Sumter County Fire and EMS / Villages Public Safety)

NONE

GAS - TECO

NONE

LAKE-SUMTER MPO (TRAFFIC ANALYSIS)

NONE

City of Wildwood
Project Review Form – July 21, 2015
Review Summary # 1 for Project SP 1507-01
MINOR Baltic Commercial Business

POLICE

Traffic control devices in or about roads in the City of Wildwood:

- 1) All traffic control signals or devices must comply with the Florida State Statutes regarding the installation.
- 2) All traffic control signals or devices must conform to the manual and specifications published by the Florida Department of Transportation, to include but not limited to signs size and height.

PUBLIC WORKS

NONE

SUMTER COUNTY – CLERK OF COURT

NONE

SUMTER COUNTY - PLANNING

NONE

SUMTER COUNTY – ROADS AND BRIDGES

Comment for Baltic Commercial Business: Applicant needs to submit a driveway connection permit for the connection to C-466A thru Development Services.

TELEPHONE / INTERNET – CENTURYLINK (EMBARQ)

NONE

UTILITIES – WATER/WASTEWATER

No comment.