



# AGENDA

## February 16, 2016

### 10:00 am

1. **CALL TO ORDER – PROJECT REVIEW COMMITTEE (PRC)**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES**

- a. **December 15, 2015 PRC Minutes for Approval**
- b. **January 19, 2016 PRC Minutes for Approval**

4. **OLD BUSINESS:**

**NONE**

5. **NEW BUSINESS:**

**SP 1505-02 Oxford II Additional Parking**

(Parcel #: D08=005)

The applicant is seeking site plan approval for a parking lot expansion to the existing retirement residence to include additional parking spaces and drive aisles for a permitted facility on 0.31 acres MOL.

**SP 1601-01 – Signature Clay Drain Outdoor RV Storage**

(Parcel #: G17C002)

The applicant is seeking a special exception and site plan approval to construct 89,615 SF of outdoor RV storage area with a 600 SF office on lots 2 & 3 in the Business Park 44 South subdivision on 5.72 acres MOL.

**SP 1602-01 – Dr. Misch Medical Office – Lot 6 Oxford Professional Park**

(Parcel #: D08D008)

The applicant is seeking site plan approval for a medical professional office totaling 7,371 SF on 0.38 acres MOL.

**RZ 1601-01 Wildwood Springs Planned Development**

(Parcel #: G30=030, G30=036, G31=001, G31=002, G31=003, G31=008, G32=004, G33=019, & G33=149)

The applicant is seeking approval for an amendment to the planned development criteria to accommodate an active adult development on 1,048 acres MOL

The City of Wildwood, Florida

100 North Main Street, Wildwood, Florida 34785

352.330.1330 | Fax: 352.330.1338 | [www.wildwood-fl.gov](http://www.wildwood-fl.gov)



# **AGENDA**

## **February 16, 2016**

### **10:00 am**

#### **SP 1602-02 – Wildwood Springs Mass Grading and Drainage Plan**

(Parcel #: G30=030, G30=036, G31=001, G31=002, G31=003, G31=008, G32=004, G33=019, & G33=149)

The applicant is seeking approval for a proposed master grading and drainage plan for the Wildwood Springs Project on 1,048 acres MOL.

#### **6. ADJOURNMENT**

City of Wildwood  
Project Review Form – February 16, 2016  
Review Summary # 2 for Project SP 1505-02  
Oxford II Additional Parking (Minor Site Plan)

**ADMINISTRATION**

NONE

**BUILDING SERVICES**

No Comments

**CABLE – BRIGHOUSE**

NONE

**CITY SURVEYOR**

NONE

**CITY ENGINEER**

**General**

1. Prior to the commencement of construction, provide copies of all required regulatory agency permits including SWFWMD and FDEP Water.
2. Please submit lighting plan per DDS 1(F)(7).

**Sheet 3**

3. Parking spaces shall be 10'x20' in length per LDR 6.6(D)(1).
4. Provide 5' sidewalk connecting the existing sidewalk on Bellwether Lane to future development to the north at the end of the proposed road per DDS 1(D)(7) for a Neighborhood District.

**Sheet 4**

5. Provide stormwater calculations for proposed impervious area to demonstrate existing retention areas are sized to accommodate the increase in runoff.
6. Clarify how runoff will be conveyed to the retention pond north of the project.
7. Provide a 20' wide utility easement for the new water main alignment per LDR 6.3(21)
8. Revise notes to construct new water main at the desired location, rather than relocate/shift and lower existing water mains.

**DEVELOPMENT SERVICES**

Please depict the 15' buffer line along the new eastern property line as is shown for the balance of Lot 2.

City of Wildwood  
Project Review Form – February 16, 2016  
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Oxford II Additional Parking (Minor Site Plan)

**ELECTRIC – DUKE (PROGRESS ENERGY)**

NONE

**ELECTRIC - SECO**

NONE

**FIRE (Villages Public Safety)**

NO COMMENT

**GAS - TECO**

NONE

**LAKE-SUMTER MPO (TRAFFIC ANALYSIS)**

NONE

**POLICE**

Standing Comment regarding traffic control devices for all development in the City of Wildwood:

All traffic control signals or devices must comply with the Florida State Statutes regarding the installation. 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

City of Wildwood  
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Review Summary # 2 for Project SP 1505-02  
Oxford II Additional Parking (Minor Site Plan)

**SUMTER COUNTY - PLANNING**

NONE

**SUMTER COUNTY – ROADS AND BRIDGES**

No comment.

**TELEPHONE / INTERNET – CENTURYLINK (EMBARQ)**

NONE

**UTILITIES – WATER/WASTEWATER**

1. Please depict the 15' buffer line along the new eastern property line as is shown for the balance of Lot 2.
2. Satisfied.
3. A construction cost estimate must be provided for all utility construction. Unit costs shall be per the City website.
4. Sumter County fire official should approve any new/proposed hydrants on the plans.

City of Wildwood  
Project Review Form – February 16, 2016  
Review Summary # 1 for Project SP 1601-01  
Signature Clay Drain Outdoor RV Storage

**ADMINISTRATION**

NONE

**BUILDING SERVICES**

No Comments.

**CABLE – BRIGHHOUSE**

NONE

**CITY SURVEYOR**

NONE

**CITY ENGINEER**

**General**

1. Please provide an environmental assessment per LDR 4.4(D)(2).
2. Is any lighting proposed for this project? If so please provide a lighting plan demonstrating that no spill light will impact neighbors.

**Sheet 4**

3. Clarify striping at exit of Clay Thomas Road. Is exit intended to have two lanes?
4. Provide an Autoturn exhibit demonstrating adequate access throughout the site.
5. Provide calculations for total number of proposed trees and replacement requirements on an inch for inch replacement for any viable trees being removed.
6. Provide details for proposed dump station and RV rinse station.
7. Parking spaces shall be 10'x20' per LDF 6.6(D)1).
8. Our review does not constitute concurrence or approval of the plans with respect to ADA guidelines. This responsibility lies with the Engineer of Record. Be advised that during final inspection by the City representatives the constructed slopes will be measured and checked prior to release of the certificate of occupancy.
9. Provide detail for proposed granite aggregate parking areas.

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Signature Clay Drain Outdoor RV Storage

Sheet 5

10. We disagree with the pervious and impervious calculations. All granite aggregate parking areas would be considered impervious because they will be compacted and most are covered by pole barns.

Sheet 7

11. Relocate water meter and backflow preventer to front side of proposed fence for City access and maintenance.

**DEVELOPMENT SERVICES**

1. Based on a review of the Site Plan submitted in relation to your application for a Special Exception for Outdoor RV Storage – The plan does not adequately address how you will meet the criteria in subsection 3.9(E)(17) for the approval of the requested special exception, which requires that “The area of the property utilized for outdoor storage must be enclosed by a wall, fence, or opaque landscape buffer so that the items in storage are not visible from any street or surrounding property.”
2. Please provide a soils classification map per LDR 4.4(C)(6)
3. Please provide an aerial photo per LDR 4.4(C)(21)
4. Please provide a traffic impact study per LDR 4.4(D)(1).
5. Please provide a list of required permits on the coversheet of the plans, with a column for date and status per LDR 4.4(D)(6).
6. If applicable:
  - a. Please provide a Sign Permit per LDR 4.4(D)(3)(a)
  - b. Please provide a Tree Permit per LDR 4.4(D)(3)(b)

**ELECTRIC – DUKE (PROGRESS ENERGY)**

NONE

**ELECTRIC – SECO**

NONE

City of Wildwood  
Project Review Form – February 16, 2016  
Review Summary # 1 for Project SP 1601-01  
Signature Clay Drain Outdoor RV Storage

**FIRE (Sumter County)**

NONE

**FIRE (The Villages Fire)**

NO COMMENTS

**GAS – TECO**

NONE

**LAKE-SUMTER MPO (TRAFFIC ANALYSIS)**

COMMENTS PENDING SUBMITTAL OF TRAFFIC STUDY.

**POLICE**

Standing Comment regarding traffic control devices for all development in the City of Wildwood:

All traffic control signals or devices must comply with the Florida State Statutes regarding the installation. 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

City of Wildwood  
Project Review Form – February 16, 2016  
Review Summary # 1 for Project SP 1601-01  
Signature Clay Drain Outdoor RV Storage

**SUMTER COUNTY – ROADS AND BRIDGES**

No Comments

**TELEPHONE / INTERNET – CENTURYLINK (EMBARQ)**

NONE

**UTILITIES – WATER/WASTEWATER**

**General**

The applicant is proposing the construction of four pole barns along with supporting site improvements.

**Water Utility**

Applicant is proposing a 2" water service with a 1" meter to serve a proposed office and RV wash station.

1. Applicant should have a note on the plans indicating if the buildings will be sprinklered.
2. A 1" meter will provide a maximum of 15 gpm. Applicant should verify with flow calculations that this will be adequate.

**Sanitary Sewer**

Applicant is proposing a 6" lateral connection to service the proposed office and an on-site dump station.

1. A detail of the dump station should be provided to show that I&I will not be issue.
2. Applicant is proposing C900 DR18 which exceeds city requirements for sanitary sewer pipe. City standards may be applied if desired.

**Miscellaneous**

1. A construction cost estimate must be provided for all utility construction. Unit costs shall be per the City website.

**City of Wildwood**  
**Project Review Form – February 16, 2016**  
**Review Summary # 1 for Project SP 1601-01**  
**Signature Clay Drain Outdoor RV Storage**

2. Location of any additional fire protection requirements shall be per Sumter County Fire Official.
3. A note should be added indicating that all utility construction shall be to FDEP and the City of Wildwood requirements.
4. Contractor shall coordinate all utility installations with the City of Wildwood Utilities Department.
5. Contractor shall schedule a pre-construction meeting with the Utility Department 2 weeks prior to the start of construction and prior to any materials being delivered on-site.

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Review Summary # 1 for Project SP 1602-01  
Dr. Misch Medical Office Lot 6 Oxford Professional Park

**ADMINISTRATION**

NONE

**BUILDING SERVICES**

No Comments.

**CABLE – BRIGHHOUSE**

NONE

**CITY SURVEYOR**

NONE

**CITY ENGINEER**

**Sheet 1**

1. Our review does not constitute concurrence or approval of the plans with respect to ADA guidelines. This responsibility lies with the Engineer of Record. Be advised that during final inspection by the City representatives the constructed slopes will be measured and checked prior to release of the certificate of occupancy.
2. Please verify if handrails will be required for the sidewalk by the northwest corner of the proposed building.
3. Impervious calculations indicate more impervious area is being constructed than allotted for in the approved permit calculations. Demonstrate no adverse impacts will result from the increase in impervious area.
4. Provide hydraulic calculations demonstrating required building fire flows can be satisfied.

**DEVELOPMENT SERVICES**

1. Please depict the zoning on and adjacent to the parcel per LDR 4.4(C)(3)
2. Please provide a soils classification map per LDR 4.4(C)(6)

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Dr. Misch Medical Office Lot 6 Oxford Professional Park

3. Please provide a landscaping plan for the site per LDR 4.4(C)(17). If landscaping already exists in adjacent common areas, please define.
4. Please provide an updated traffic impact study per 4.4(D)(1) as was done for Lot 3 which reflects current conditions.

**ELECTRIC – DUKE (PROGRESS ENERGY)**

NONE

**ELECTRIC – SECO**

NONE

**FIRE (Sumter County)**

NONE

**FIRE (The Villages Fire)**

1. Show the location of the nearest hydrant.
2. Fire flow shall be met with hydrants within 500' of the project.

**GAS – TECO**

NONE

**LAKE-SUMTER MPO (TRAFFIC ANALYSIS)**

COMMENTS PENDING SUBMITTAL OF TRAFFIC STUDY.

**POLICE**

Standing Comment regarding traffic control devices for all development in the City of Wildwood:

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Project Review Form – February 16, 2016  
Review Summary # 1 for Project SP 1602-01  
Dr. Misch Medical Office Lot 6 Oxford Professional Park

**PUBLIC WORKS**

NONE

**SUMTER COUNTY – CLERK OF COURT**

NONE

**SUMTER COUNTY - PLANNING**

NONE

**SUMTER COUNTY – ROADS AND BRIDGES**

No Comments

**TELEPHONE / INTERNET – CENTURYLINK (EMBARQ)**

NONE

**UTILITIES – WATER/WASTEWATER**

**General**

The applicant is proposing the construction of a 7,371 s.f. one story building on a 0.38 acre lot along with supporting site improvements.

**Water Utility**

A water service line is proposed to connect from an existing 8 inch water main.

1. The size of the service line should be shown on the plans. A minimum size of 1-1/2" is recommended for a commercial building with 3 proposed meters.
2. If the valve located just off of the existing 8 inch water main is solely for the purposed of the proposed connection, a new valve at the connection point just prior to the meters is not required.
3. The meter boxes and the proposed backflow devices should be reversed on the plans to show the backflow devices as the first connection after the meters.

**City of Wildwood**  
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**Dr. Misch Medical Office Lot 6 Oxford Professional Park**

4. Water details should be revised to current standards. Sheets W-14 and W-17 need revision.
5. Under water and sewer construction notes – the color of the hydrant should be yellow from the factory.

**Sanitary Sewer**

Applicant is proposing two (2) – four inch (4”) connections from the building to a proposed six inch (6”) lateral which will connect to an existing 8 inch gravity sewer main.

1. A cleanout should be provided behind the sidewalk before the lateral connection enters the paved area.
2. Invert elevations should be provided at the 4 inch connection points to the 6 inch pipe.
3. A note should be added indicating that no restaurants are proposed on the site.
4. Standard sanitary sewer construction notes and lateral connection details should be provided on the plans.

**Miscellaneous**

1. A construction cost estimate must be provided for all utility construction. Unit costs shall be per the City website.
2. A note should be added indicating that all utility construction shall be to FDEP requirements.
3. A note should be added indicating that the contractor shall coordinate all utility installations with the City of Wildwood Utilities Department.
4. Contractor shall schedule a pre-construction meeting with the Utility Department 2 weeks prior to the start of construction and prior to any materials being delivered on-site.

City of Wildwood  
Project Review Form – February 16, 2016  
Review Summary # 1 for Project RZ 1601-01  
Wildwood Springs Planned Development

**ADMINISTRATION**

NONE

**BUILDING SERVICES**

No Comments.

**CABLE – BRIGHHOUSE**

NONE

**CITY SURVEYOR**

NONE

**CITY ENGINEER**

No Comment

**DEVELOPMENT SERVICES**

1. Please note the percentage total (in addition to acreage) for the density and intensity of land uses per LDR 8.4(A)(4)
2. Please note the percentage total (in addition to acreage) for recreation facilities, open spaces, and preservation areas per LDR 8.4(A)(5)
3. Please show tentative dates for final approval of each phase per LDR 8.4(A)(11)

**ELECTRIC – DUKE (PROGRESS ENERGY)**

NONE

**ELECTRIC – SECO**

NONE

**FIRE (Sumter County)**

NONE

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Wildwood Springs Planned Development

**FIRE (The Villages Fire)**

NONE

**GAS – TECO**

NONE

**LAKE-SUMTER MPO (TRAFFIC ANALYSIS)**

TRAFFIC ANALYSIS RECEIVED AND UNDER REVIEW; COMMENTS PENDING.

**POLICE**

Standing Comment regarding traffic control devices for all development in the City of Wildwood:

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**PUBLIC WORKS**

NONE

**SUMTER COUNTY – CLERK OF COURT**

NONE

**SUMTER COUNTY - PLANNING**

NONE

**SUMTER COUNTY – ROADS AND BRIDGES**

No Comment

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Wildwood Springs Planned Development

**TELEPHONE / INTERNET – CENTURYLINK (EMBARQ)**

NONE

**UTILITIES – WATER/WASTEWATER**

I will reserve a full review upon submittal of the development plans. I did note one issue that should be addressed asap.

On the utility lot details the following should be addressed.

1. Distance between the power boxes ( full electric transformer) and the water meter box must be a minimum of 10 feet clear.
2. Distance between the power boxes (pedestal units) and the water meter box should be a minimum of 4 feet clear.

Although our water boxes are below grade, every box will have an above grade RPZ immediately following of approximately 24” in length which really needs at least a foot clearance around it. The power company clearance requirements are significantly more stringent. We ran into this issue in Oxford Oaks and at Grand Oaks. The 10’ clearance requirement is Duke Powers. SECO also needs a minimum clearance but they were more flexible (generally in the 5’-7’ range). The RPZ needs about 1’ clearance for servicing.

City of Wildwood  
Project Review Form – February 16, 2016  
Review Summary # 1 for Project SP 1602-02  
Wildwood Springs Mass Grading and Drainage

**ADMINISTRATION**

NONE

**BUILDING SERVICES**

No Comments.

**CABLE – BRIGHOUSE**

NONE

**CITY SURVEYOR**

NONE

**CITY ENGINEER**

**General**

1. Prior to the commencement of construction, copies of all required regulatory agency permits must be provided to the City of Wildwood per LDR 5.5(D)(9).
2. Provide a tree survey per LDR 5.5(C)(22).
3. Please note, during the improvement plan phase of this project, tree planting requirements will need to include mitigation for any impacts associated with the mass grading of this project.

**Construction Plans**

4. Provide a listing of all required agency permits (SWFWMD, FDEP NPDES, FDEP Water, FFWCC) on the construction plans and the status of obtaining each permit.
5. Provide a detailed statement outlining ownership and maintenance responsibilities for for all improvements shown on the plans.
6. Provide the legal description and size of the property per LDR 5.5(C)(1).
7. Show all future land use designations and zoning designations on adjacent properties per LDR 5.5(C)(4).
8. Show all required buffers and setbacks per LDR 5.5(C)(9).
9. Show all existing and proposed utilities on and adjacent to the project per LDR 5.5(C)(12). Pond B-50 is in conflict with an existing water main adjacent to C-468.

**City of Wildwood**  
**Project Review Form – February 16, 2016**  
**Review Summary # 1 for Project SP 1602-02**  
**Wildwood Springs Mass Grading and Drainage**

10. Storm Pipe material shall be RCP. If another FDOT approved material is proposed, detail the specific locations on the plans for approval by the City.
11. It appears several areas are being mass graded that change the existing drainage patterns and either direct flow towards offsite properties or block flow from offsite properties. Examples are the north side of C-468 near B-50, south of B-50, the NW side of B-15 along C-468, the south side of B-37, and the west side of B-40. Please review and revise the grading along the perimeter of the project to ensure that drainage patterns are not altered to adversely impact adjacent parcels.
12. Provide a tree protection plan and tree protection details. If any trees are proposed to be removed, a tree removal permit must be obtained.

**DEVELOPMENT SERVICES**

1. Please add legal description to plans per LDR 4.4(C)(1)(c)
2. Please provide a topo/boundary survey per LDR 4.4(C)(9)
3. Please provide a tree survey per LDR 4.4(C)(20)
4. Please provide a tree removal permit per LDR 4.4(D)(3)(b)
5. Please provide a list of agency permits on the cover of the plans with a column for date and status per LDR 4.4(D)(6)

**ELECTRIC – DUKE (PROGRESS ENERGY)**

NONE

**ELECTRIC – SECO**

NONE

**FIRE (Sumter County)**

NONE

**FIRE (The Villages Fire)**

NONE

City of Wildwood  
Project Review Form – February 16, 2016  
Review Summary # 1 for Project SP 1602-02  
Wildwood Springs Mass Grading and Drainage

**GAS – TECO**

NONE

**LAKE-SUMTER MPO (TRAFFIC ANALYSIS)**

NONE

**POLICE**

Standing Comment regarding traffic control devices for all development in the City of Wildwood:

All traffic control signals or devices must comply with the Florida State Statutes regarding the installation. 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**

No Comment

**TELEPHONE / INTERNET – CENTURYLINK (EMBARQ)**

NONE

City of Wildwood  
Project Review Form – February 16, 2016  
Review Summary # 1 for Project SP 1602-02  
Wildwood Springs Mass Grading and Drainage

**UTILITIES – WATER/WASTEWATER**

No Comments



## Summary Minutes

December 15, 2015 at 10:00 AM

### PROJECT REVIEW COMMITTEE

#### **CALL TO ORDER**

The Project Review Committee met in Conference Room 124, City Hall, 100 North Main Street, Wildwood, Florida 34785.

Ms. Melanie Peavy called the Project Review Committee Meeting to order on December 15, 2015 at approximately 10:00 AM.

#### **Roll Call:**

Project Review Committee *Voting Staff Members* Present:

Bill Ed Cannon, City Manager

Eddie Reeser, Police Chief

Gene Kornegay, Public Works Director

David Watson, Utility Director

Project Review Committee *Voting Staff Members* Absent:

None

Project Review Committee *Non-Voting Staff Members* Present:

Jason McHugh, Assistant City Manager

Paul Ketz, Development Services Planner / PRC Coordinator

Project Review Committee *Advisory Staff Members* Present:

Gene Losito, P.E., KHA, acting as City Consulting Engineer

Bill Richards, Sumter County Fire Inspector

#### **Approval of Summary Minutes**

Summary Minutes from the 09/15 PRC meetings were presented for approval.

Motion by Dave Watson, 2<sup>nd</sup> by Eddie Reeser.

Summary minutes from 10/20 & 11/17 PRC meetings were presented for approval.

Motion by Eddie Reeser Police Chief, 2<sup>nd</sup> by Gene Kornegay Public Work Director, Abstain - Dave Watson, Utility Director.



## Summary Minutes

December 15, 2015 at 10:00 AM

### PROJECT REVIEW COMMITTEE

#### **OLD BUSINESS NONE**

#### **NEW BUSINESS:**

##### **SP 1511-01 – MINOR Site Plan Charlotte Pipe** (Parcel #: D29=052)

The applicant is seeking site plan approval for a 2,975 SY(26,775SF) staging / parking area for semi-trucks to dropoff and pickup loads onsite.

**Representative present: Andrew Roush – Charlotte Pipe & Thomas Wille H&B Engineers**

##### **Motion:**

A motion for **APPROVAL** of project number SP 1511-01 – MINOR Site Plan Charlotte Pipe was made by Ed Cannon City Manager. Motion 2nd by Gene Kornegay Public Work Director. The motion PASSED unanimously.

##### **SP 1512-01 – Trailwinds Village Infrastructure Improvements Site Plan** (Parcel #: G03=004, G04=002, G04=004, G04=021)

The applicant is seeking approval for the Trailwinds Village Infrastructure Improvements Site Plan, which includes 2.1 miles of roadway as well as water and sewer infrastructure internal to the project.

**Representative present: Chris Potts – Farner Barley & Assoc.**

##### **Motion:**

A motion for **APPROVAL WITH CONDITIONS** of project number SP 1512-01 – Trailwinds Village Infrastructure Improvements Site Plan was made by Dave Watson , Utilities Director, and seconded by Ed Cannon, City Manager; with the conditions that applicant satisfy the comments by the Utility Director and resubmit plans on Monday 21<sup>st</sup> 2015. The motion PASSED unanimously.



## Summary Minutes

December 15, 2015 at 10:00 AM

### PROJECT REVIEW COMMITTEE

#### ADJOURNMENT

**Motion:**

Ms. Melanie Peavy called for a motion to adjourn the December 15<sup>th</sup> PRC meeting at 11:00 AM. A motion was made by Ed Cannon City Manager to adjourn the PRC meeting at 11:00 AM. The motion was seconded by Dave Watson, Utilities Director, City of Wildwood. The motion PASSED unanimously.

The December 15<sup>th</sup>, 2015 PRC meeting adjourned at 11:00 AM.



## Summary Minutes

January 19, 2016 at 10:00 AM

### PROJECT REVIEW COMMITTEE

#### **CALL TO ORDER**

The Project Review Committee met in Conference Room 124, City Hall, 100 North Main Street, Wildwood, Florida 34785.

Ms. Melanie Peavy called the Project Review Committee Meeting to order on January 19, 2016 at approximately 10:00 AM.

#### **Roll Call:**

Project Review Committee *Voting Staff Members* Present:

Bill Ed Cannon, City Manager

Gene Kornegay, Public Works Director

David Watson, Utility Director

Melanie Peavy, Director Development Services

Project Review Committee *Voting Staff Members* Absent:

Eddie Reeser, Police Chief

Project Review Committee *Non-Voting Staff Members* Present:

Paul Ketz, Development Services Planner

Theresa Milsap, Sr. Development Services Specialist / PRC Coordinator

Project Review Committee *Advisory Staff Members* Present:

Gene Losito, P.E., KHA, acting as City Consulting Engineer

Bill Richards, Sumter County Fire Inspector

#### **Approval of Summary Minutes**

Approval of Summary Minutes from the 12/15 PRC along with minutes of the 01/19/16 meeting will be presented at the next PRC meeting on February 16, 2016.

#### **OLD BUSINESS**

**NONE**



## Summary Minutes

January 19, 2016 at 10:00 AM

### **PROJECT REVIEW COMMITTEE**

#### **NEW BUSINESS:**

##### **SP 1512-03 – MINOR Site Plan Wildwood Insurance Agency (Parcel #: G07D144)**

The applicant is seeking site plan approval for an addition to an existing single story building totaling 640 SF for an insurance agency office on 0.48 acres MOL.

##### **Motion:**

A motion for **APPROVAL with Conditions** of project number SP 1512-03 – MINOR Site Plan Wildwood Insurance Agency was made by Gene Kornegay Public Works Director. Motion 2nd by Dave Watson, Utility Director with conditions that applicant satisfy the comments and submittal of new plan. The motion PASSED unanimously.

##### **SP 1512-04 – Mid Florida Eye Center - Wildwood (Parcel #: G16=020)**

The applicant is seeking site plan approval for a medical professional office space with driveway, paved parking and related improvements totaling 8,960 SF on 2.55 acres MOL.

**Representative present:** Jeff Head – Farner Barley & Assoc.

##### **Motion:**

A motion for **APPROVAL with Conditions** of project number SP 1512-04 – Mid Florida Eye Center – Wildwood was made by Dave Watson, Utilities Director, and seconded by Bill Ed Cannon, City Manager; with the conditions that applicant satisfy all comments. The motion PASSED unanimously.

##### **PLAT 1512-01 – Wildwood CR105 Property (Minor Lot Split) (Parcel #: D08E002)**

The applicant is seeking approval for a minor lot split of 4.15 acres MOL to separate 1.5 acres MOL for development of a proposed 6,000 SF indoor golf training facility.

##### **Motion:**

A motion for **APPROVAL** of project number PLAT 1512-01 – Wildwood CR105 Property (Minor Lot Split) was made Bill Ed Cannon, City Manager; and seconded by Gene Kornegay Public Works Director. The motion PASSED unanimously.



## Summary Minutes

January 19, 2016 at 10:00 AM

### **PROJECT REVIEW COMMITTEE**

#### **PLAT 1512-02 – Lake Eye Associates (Minor Lot Split) (Parcel #: G16=064)**

The applicant is seeking approval for a minor lot split of 11.38 acres MOL to separate 4.13 acres MOL for development of a proposed 30,000 SF medical professional office building.

**Representative present:** Dan Tatro

#### **Motion:**

A motion for **APPROVAL** of project PLAT 1512-02 – Lake Eye Associates (Minor Lot Split) was made by Bill Ed Cannon, City Manager; and seconded by Dave Watson Utility Director. The motion PASSED unanimously.

#### **ADJOURNMENT**

#### **Motion:**

Ms. Melanie Peavy called for a motion to adjourn the January 19th PRC meeting at 10:45 AM. A motion was made by Dave Watson Utility Director to adjourn the PRC meeting at 10:45 AM. The motion was seconded by Bill Ed Cannon, City Manager, City of Wildwood. The motion PASSED unanimously.

The January 19<sup>th</sup>, 2016 PRC meeting adjourned at 10:45 AM.