

City of Palmetto
Development Review Committee
Meeting Minutes
February 27, 2008

AP
3/18/08

PRESENT

Bob Schmitt, City Planner
Frank Woodard, Deputy Director Engineering
Dick Clarke, ZNS Engineering
Matt Bloome, Stormwater Manager
Ken Hawkins, Planner 1
Linda Butler, Planning Tech.

Meeting started at 9:00 am

ORDER OF BUSINESS:

1. 9:00 a.m. – Discussion/Distribution of Plan:

a. Riviera Dunes Banquet Center (2nd submittal)(#07-575)

- No major issues grease traps, dumpsters, signage
- NFRD wants hard surface road
- Comments due in two weeks if possible

2. Comments Due:

a. Palmetto Town Center GDP (GDP# 0707) (3rd submittal)

- Go before City Commissioners 3-03-08 for 1st read
- Comments due 03-12-08

b. MCAT Transfer Station

- Reviewed comments and responses from Jenson and Group (JAG).
- Stipulate bus traffic must turn right on 8th Ave
- Comments due 4 weeks
- Sewer connection issues

3. Pre-application Meeting:

a. Armando Cabre, Florida Engineering @ 10:00 am. For Sanctuary Cove

- Three buildings, Sales Center, Guard House and Community Center
- Drainage
- Parking lot
- Can make application for building permit while going through site plan for the Sales Center
- Community Center will have a gym, pool, game/movie room
- Signs (Building Dept.)
- Dumpster access
- Community Center traffic flow
- Landscape buffer
- Sidewalks
- Room for expansion, future boardwalk/crosswalk

4. Plan Sign Off Review

- a. None**

5. Team Inspection

- a. None**

6. New Business

- a. Gulling Variance:** A variance was filed for a pool cage (setback). The variance will go before the P&Z on Monday, March 10.

7. Old Business

- a. RaceTrac Renovation:** New plans were submitted in December. A conduit issue halted the renovation.
- b. Sunnydale Properties:** An inspection was performed by the Building Dept., Code Enforcement and other staff at the request of the P&Z Board (contingent upon annexation). No major violations were noted; the property is not in the best condition but is habitable, it passed inspection. This issue will go to the City Commission on March 3.

8. Adjourned



RECEIVED

FEB 27 2008

February 22, 2008

Ken Hawkins, Planner I
City of Palmetto Planning Department
600 17th Street West
Palmetto, Florida 34221

City of Palmetto
Planning Department

**RE: Manatee County North Station (Transfer Station – Palmetto)
City Project # 06-499
JAG Project No.: 008-007**

Dear Mr. Hawkins:

In response to the comments provided in the Planning Department, Utilities Director and City Engineer letters dated December 19, 2007 and December 12, 2007, for the above-referenced project, we are providing the following information for your further review and approval.

STORMWATER/UTILITIES – BLOOME/KINN

The proposed new force main tie-in to the existing 2" force main on the west side of 8th Avenue will require an upgrade to the City's system. How is solid waste being handled?

Response: Coordination is ongoing with the City to obtain current system operations data and analyze the required upgrades.

Please provide route information for the buses exiting the facility. We are concerned about the ability of the local residential streets to accommodate bus traffic.

Response: Originally the proposed route for exiting buses was by way of a right turn on 19th Street West, right turn on 7th Avenue West, and right turn on 17th Street West for signalized access north and south at 8th Avenue West. MCAT has revisited that consideration and will be directing exiting buses to turn left on 19th Street West to 8th Avenue West. *stipulate? turn @ on 8th Ave W*

PLANNING – KEN HAWKINS

How will the buses egress back onto 8th Avenue West?

Response: Please refer to previous response.

If the buses turn left onto 19th Street West they will be leaving City of Palmetto's city limits and entering a Manatee County Unincorporated residential area immediately to the east of the station's parcel. Permission from Manatee County will be required from the MCAT.

Response: As noted above, buses will be routed west on 19th Street West for access at 8th Avenue West. This orientation is based on coordination with Manatee County.

If the buses turn left onto 19th Street West, what is the proposed route to return to 8th Avenue West?

Response: Please refer to previous responses.

Will small streets (19th Street West, 7th Avenue West, and 6th Avenue West) be conducive for buses traveling on these streets to return to 8th Avenue West; particularly will they be able to make turns on these streets without leaving pavement, blocking traffic, causing damage to Rights of Way and pavement, or endangering children in residential areas?

Response: As noted above, bus traffic will be directed west on 19th Street West to 8th Avenue West.

If the buses turn left onto 19th Street West will traffic be blocked from entering 19th Street West from 8th Avenue West?

Response: Buses will be routed west on 19th Street West; though the volume of buses averages only 3 per hour; no conflict is anticipated.

DRC recommends a left turn only egress for buses onto 19th Street West and then continuing North on 8th Avenue West to Bayshore Rd and then returning to 17th Street West to access 8th Avenue West to return back to the Southern bus route.

Response: Acknowledged. As noted above, bus traffic will be directed west on 19th Street West to 8th Avenue West.

On the site plan buses only turning left sign should be placed at the station exit onto 19th Street West.

Response: The plans have been revised accordingly.

Site Plan needs to show county zoning for residential parcels to the east and City of Palmetto zoning for commercial parcel to the south.

Response: The plans have been revised accordingly; refer to Sheet C-01.

Existing Future Land Use Code for parcel needs to be listed on the Cover Sheet (City of Palmetto FLUC for the parcel is GCOM).

Response: The plans have been revised accordingly.

Please consider removing the parking space for the employee and provide a pedestrian connection from 8th Avenue West to the Transit Station.

Response: A pedestrian connection has been provided to the reconstructed sidewalk on 19th Street West. The additional connection is restrictive due to the project's limited size and constrained design criteria.

A six (6) foot opaque high fence needs to be added along the entire eastern border behind the hedgerow to separate the residential area from the Transit Station.

Response: The plans have been revised accordingly.

ENGINEERING – RICHARD CLARKE

1. *Applicant must provide copy of SWFWMD submittal. Copy of SWFWMD approval must be provided prior to sign off.*

Response: Please refer to attached copy of SWFWMD submittal, subsequent completeness letter and a copy of the permit approval letter.

2. *Applicant must provide approval letter from NRFD prior to sign off.*

Response: Coordination is ongoing and the letter will be provided under separate cover.

3. *Applicant must provide copies of FDEP submittals for sanitary sewer. Copy of FDEP approval must be provided prior to commencement of construction.*

Response: Acknowledged.

4. ~~*Applicant must provide copies of electronic files prior to sign off.*~~ **Satisfied.**

Response: Acknowledged.

5. *Engineer of Record must submit City of Palmetto standard certification letter prior to receipt of CO/TCO.*

Response: Acknowledged.

6. *Dumpster location subject to City of Palmetto approval.*

Response: A dumpster is not proposed. Refuse collection is provided by MCAT personnel; no separate facility or service is required.

7. ~~*All work shall meet or exceed City of Palmetto Standards and Specifications.*~~ **Satisfied.**

Response: Acknowledged.

8. *Applicant must submit a traffic statement signed and sealed by a Florida PE or AICP, stating the number of new PM peak hour trips for the site. A traffic study may be required.*

Response: The traffic statement shall be provided under separate cover.

9. *The survey indicates a possible well on Lot 9. Please address.*

Response: The survey references a pipe that appears to be an abandoned electrical conduit. Upon site review this is not believed to be a well, though should a well be observed, refer to Note 14 on Sheet C-04 for requirements.

10. *Applicant shall provide copies of the FDOT permit applications, and subsequent approvals.*

Response: Copies of the FDOT permit applications have been attached for your reference.

11. *The proposed new force main tie-in to the existing Palmetto force main on the west side of 8th Avenue will require an upgrade to the City's system. Please schedule a meeting with the Public Works Department (Mr. Duane Kinn) to coordinate the required improvements.*

Response: Significant coordination was conducted with City Utilities staff during design for connection data, location, and associated parameters. It was understood that the tie-in would be designed as presented.

12. *The survey indicates a 15" RCP terminating at the site's eastern boundary, near the south line of Lot 10. Please address what impact (if any) this pipe may have on the site, or if the site will impede existing drainage.*

Response: The receiving swale (on the subject property) is proposed to remain and existing off-site drainage patterns are not proposed to be altered.

13. *Please regrade pavement or add features (ie trench grate, flume, etc) to reduce the quantity of site water entering 8th Avenue and 19th Street.*

Response: The proposed discharge via the drives was limited, though trench drains have been added per your request.

14. *How is solid waste being handled?*

Response: Please refer to response to comment 6 above.

15. *Please provide route information for the buses exiting the facility. The City is concerned about the ability of the local residential streets to accommodate bus traffic.*

Response: Please refer to responses provided at the beginning of this letter.

Please note that in addition to the revisions prompted by the response above, we have modified the site plan to reduce impervious area and increase the proposed pond as part of our coordination with FDOT.

We have included six (6) sets of each of the revised Construction Plans as well as the above-referenced attachments within this submittal for your review and approval. We are available at your convenience in order to expedite the review and approval process. Should you have any questions or need additional information, please do not hesitate to contact our office.

Sincerely,

JENSEN AND GROUP, LLC



Erin E. Tracht
Project Engineer

Attachments

pc: Al Meronek – Manatee County
Jane Boatman – Fawley Bryant
Mark W. Mueller, CET – JAG Engineering

