

City of Palmetto
Development Review Committee
Meeting Minutes
June 28, 2011

PRESENT

1. Frank Woodard, Deputy Director of Engineering
2. Geoff Seger, Deputy Director of Parks
3. John Foley, LFK
4. Lorraine Lyn, City Planner
5. Neal Mazzei, Building Official
6. Ron Cales, Fire Marshall, NRPD
7. Matt Bloome, Stormwater Manager
8. Van Brown, Engineering Supervisor
9. Linda Butler, Planning Tech

Jon Moore, Moore2Moore Design
Andy Allison, Allison-Gause Engineering
Bob Gause, Allison-Gause Engineering
Jeff Burton, CRA Director
David Bishop, Ugarte & Associates
Leo Mills, Leo Mills Survey
Charles Roy

ORDER OF BUSINESS:

1. Pre-Application Meeting
 - a. **9:00 am** – Sutton & Lamb Park Improvements, (Jon Moore, Moore2Moore Design)

Mr. Moore presented the Site Master Plan for Sutton and Lamb Park Improvements. The concept was approved by the CRA Advisory Board. The plan will be phased. The proposed Master Plan includes the following:

- 195 parking spaces around the parks, some brick and some turf parking
- ADA ramped walkway
- Continuous brick walk around park

- 2 future roundabouts
- Removal of the Celebration Center
- Restrooms and security building
- Covered basketball pavilion and event space
- Covered tennis pavilion and event space
- Butterfly pavilion and event space
- Rose Garden
- 8 brick entry plaza
- 8 memorial sites
- 42" high covered 2-way stage with stepped seating

Mr. Cales stated he has no issues with the Master Plans presented.

Discussion ensued regarding fire hydrant, utilities, discussion with FPL regarding placing lines underground and meeting with South West Florida Water Management.

It was the consensus of the Committee that the overall concept of the plan is acceptable.

Mr. Moore stated they would like to have the entry way and platform in place by November 11, 2011.

b. 10:00 am - MTI Adult Education, 934 7th St W. (David Bishop, Ugarte & Associates, Inc.)

Mr. Bishop stated that the school board is proposing to use the existing portables on the old Palmetto Elementary School site for adult education. The following information was provided:

- Hours will be 8 am - 3 pm and 6 pm – 9 pm
- 114 parking spaces available, 3 new parking spaces including ADA space close to classroom with sidewalks
- New signage, standard School Board sign
- Existing water, sewer and solid waste service
- 8 existing portables, 7 for classrooms and 1 for administration

- All building and structures are existing
- Change of use from elementary school to Manatee Technical School North Campus
- No alterations to the existing landscaping are proposed

Mr. Bishop emphasized that the project will be a change of use only.

Mr. Cales has no objection to the proposal.

A question arose regarding lighting in the area for evening classes. Mr. Bishop stated that there is existing lighting on site, but can provide additional lighting if needed.

It was the consensus of the Committee that the plan is acceptable.

c. 11:00 am – Roy's Annexation/Plan Amendment/Rezone, 2007 21st St W. (Mr. Leo Mills)

Mr. Mills informed the Committee that Mr. Charles Roy owns two pieces of property located at 2007 and 2011 21st St W. Mr. Roy would like to annex 2007 21st St W into the City. With the annexation Mr. Roy will rezone both properties, 2007 and 2011 21st St to PD-H and file a preliminary plat concurrently. This will be a private compound.

Mr. Roy stated he has spoken with NRRFD and the Utility Department regarding any impending issues.

Mr. Foley asked if new sewer and water lines will be installed and inquired about the road and hydrant. Mr. Roy stated new sewer and water lines will be installed preferably along the side of the lots so as not to disturb the existing tree lined roadway. Mr. Cales is ok with using the existing road and hydrant for the new subdivision.

Mr. Mills stated he will submit the required applications and fees as soon as possible as Mr. Roy is ready to move forward with the project.

2. Discussion

a. Old Business

- Mr. Moore informed the Committee that Manatee School for the Arts is in the process of making improvements to the entry way of the school and is requesting comments regarding the project. Mr. Moore stated the City will be vacating the right-of-way.

The Committee discussed the following options:

- Striping
- Cross hatch
- Removing/resizing the median
- One lane into the school, two lanes out

Questions arose regarding the sign. Mr. Moore stated the sign will be relocated from the median.

3. Adjourn: 11:30

Palmetto Development Review Committee Meeting

SIGN-IN SHEET

STAFF

6-28-11

Name	Present	Name	Present
Allen Tusing	Absent	Matt Bloome	Matt B.
Frank Woodard	[Signature]	Ron Cales	[Signature]
Lorraine Lyn	[Signature]	Lt. Scott Tyler	Absent
Scott Martin	Absent	Van Brown	[Signature]
Neal Mazzei	[Signature]	John Foley	[Signature]
Geoff Seger	[Signature]	Bob Lombardo	

OTHERS PRESENT

Name	Address			Affiliation
Jos M... [Signature]	706 [Signature] DRIVE			M.D.
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