



## *Agenda Briefing*

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**Date of Meeting:** May 3, 2022

**Responsible Department:** Community Development

**Presenter:** Sean Landis

**Briefing Prepared By:** Sean Landis

**Strategic Focus Area:** Infrastructure

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**General Information / Subject:**

Discuss, consider, and take all appropriate action on entering into an agreement with OSV Development LLC, to erect a subdivision entry monument sign, eight (8) identity markers, an island monument, a community mail kiosk, and six (6) specialty planters within a City Right-of-Way (R.O.W) located within the Old Seabrook Village Subdivision.

**Executive Summary / Background:**

During the Planned Unit Development approval process the developer "OSV Development LLC" failed to account for the subdivision signage and amenities to be located within the City's Right-of-Ways. The developer/applicant is requesting to enter into an agreement with the city to erect a subdivision entry monument sign, eight (8) identity markers, an island monument, a community mail kiosk, and six (6) specialty planters within a City Right-of-Way (R.O.W) located within the Old Seabrook Village Subdivision.

Find attached a location diagram, along with plans for the proposed signage and amenities.

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.

**Funding / Fiscal Information:**

Account Number: N/A [Redacted]

Amount Budgeted: N/A [Redacted]

Amount Requested / Required: N/A [Redacted]

**Funding Source (if not budgeted):**

N/A [Redacted]

**Supporting Materials Attached:**      Yes       No

**Prior Action / Review by Council, Boards, Commissions:**

[Redacted]

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**Staff Recommendation:**



**APPROVED BY:  
(as appropriate)**

\_\_\_\_\_  
Preparer or Department Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Building Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Engineer/Asst. Dir. PW

\_\_\_\_\_  
Date

\_\_\_\_\_  
Community and Visitor Relations Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Court Director

\_\_\_\_\_  
Date

**Sean Landis**

**4-25-2022**

\_\_\_\_\_  
Deputy City Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
EDC Director

\_\_\_\_\_  
Date

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\_\_\_\_\_  
Emergency Services Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Finance Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
HR Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
IT Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Police Chief

\_\_\_\_\_  
Date

\_\_\_\_\_  
Public Works Director

\_\_\_\_\_  
Date

*Byrd Cook*

\_\_\_\_\_  
City Manager

04 / 29 / 2022

\_\_\_\_\_  
Date

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