

# CITY OF GREEN COVE SPRINGS PLANNING & ZONING BOARD MEETING

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA  
TUESDAY, SEPTEMBER 28, 2021 – 5:00 PM



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## MINUTES

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### ROLL CALL

The meeting was called to order by Chairman Francis at 5:00 p.m.

### PRESENT

Chairman Henrietta Francis  
Board Member Brian Cook  
Board Member Justin Hall  
Board Member Richard Hobbs

### ABSENT

Vice Chair Gary Luke

Chairman Francis called for a moment of silence to honor Chief of Police, Derek Asdot.

### APPROVAL OF MINUTES

1. *Review and approval of the meeting minutes for August 24, 2021.*

**Motion** to approve the minutes of the August 24, 2021 meeting.

**Motion** made by Board Member Hall, **Seconded** by Board Member Hobbs. **Voting Yea:** Chairman Francis, Board Member Cook, Board Member Hall, Board Member Hobbs.

**Motion passes 4-0.**

### PUBLIC HEARINGS

2. *Review of a Future Land Use and Zoning Amendment for property located at 518 Pine Avenue for approximately .433 acres.*

**Future Land Use Amendment:**

**from:** Commercial High Intensity

**to:** Institutional

**Zoning Amendment:**

**from:** C-2, General Commercial

**to:** Institutional

Mr. Daniels proposed presenting the future land use amendment, rezoning, and special exception all at once, though each would require a separate vote. Chairman Francis agreed. Mr. Daniels presented the three applications.

Based on the information presented, staff recommends approval of the future land use and rezoning, as well as the special exception subject to the conditions in the staff report.

City Attorney Arnold inquired about the process of changing the responsible party without changing the business running the center, which would require Planning & Zoning Board Approval of the new Responsible Party. Board Member Cook inquired about changing properties to institutional when they are within residential / commercial areas, which is not abnormal with Green Cove Springs.

Chairman Francis opened the public hearing.

John Sanders, 1794 Covington Ln (Fleming Island), representing the applicant team, informed the Board his group has been working on The Vineyard for approximately three years in order to help people. He explained the vision to the Board as well as the partnerships planned for the project with other groups such as Habitat for Humanity as well as official entities such as the Sheriff's Office.

Board Member Cook asked whether funding is in place - it is in place, but it is also an ongoing piece. He then asked about whether the stays were 90 days and if there would be on-site programs for the residents. Mr. Sanders explained all residents would be required to go through the Vineyard program, and all residents will be screened prior to acceptance. 90 days is the maximum stay and their time there will be maximized.

Chairman Francis asked what facilities would be located in the suite. There will be a bedroom and bathroom provided. To start, individuals will be taken in, but families are not prohibited.

Joseph Smith, 1817 Hard Pine Dr (Middleburg), representing the applicant team, explained the concept for the rooms.

Russell McNair, 522 N Pine Ave (north of Vineyard), explained to the Board that the street sign says Pine Street, which he was uncertain if it would cause confusion when this project moves forward. The City street light in front of the Vineyard goes out sometimes and needs to be fixed. Otherwise, he thinks the project is going in a good direction.

Chairman Francis closed the public hearing.

Board Member Cook asked Mr. Kennedy if he envisioned any city resources being required for this project, from a policing perspective or otherwise. He indicated he does not have any concerns based on his and staff's interactions with the applicants and the plans being put in place.

David Jackson, 9751 Chesterfield Dr, representing the applicant team, acknowledged the concerns presented by the Board and explained they intend to instill accountability in residents of their facility.

Chairman Francis called for a motion. Board Member Hall voiced his support for the proposed project.

**Motion** to recommend to City Council the approval of Ordinance O-17-2021, to amend the Future Land Use of the property described therein from Commercial High Intensity to Institutional.

**Motion** made by Board Member Hall, **Seconded** by Board Member Cook. **Voting Yea:** Chairman Francis, Board Member Cook, Board Member Hall, Board Member Hobbs

**Motion passes 4-0.**

Chairman Francis opened the public hearing for the zoning.

Upon receiving no comments, Chairman Francis closed the public hearing.

**Motion** to recommend to City Council approval of Ordinance O-18-2021, to amend the Zoning of the property described therein from C-2 General Commercial to Institutional.

**Motion** made by Board Member Hall, **Seconded** by Board Member Hobbs. **Voting Yea:** Chairman Francis, Board Member Cook, Board Member Hall, Board Member Hobbs

**Motion passes 4-0.**

3. ***Special Exception Request for the Development an Emergency Shelter on property located at 518 N Pine Avenue***

Chairman Francis opened the public hearing for the special exception.

Upon receiving no comments, Chairman Francis closed the public hearing.

**Motion** to approve SE-21-001, to permit a Special Exception for an Emergency Shelter as defined by Section 101-5 and regulated by Sec. 117-796 subject to the conditions provided in the Staff Report.

**Motion** made by Board Member Hall, **Seconded** by Board Member Cook. **Voting Yea:** Chairman Francis, Board Member Cook, Board Member Hall, Board Member Hobbs

**Motion passes 4-0.**

## **BOARD BUSINESS**

4. ***Potential Development Moratorium Discussion***

Mr. Daniels presented the concept to the Board.

Kelly Hartwig, 3418 Wall Rd, informed the Board he has been told his current project will be grandfathered and if new development is targeted, he understands, but would not understand if tenants are prohibited from occupying existing vacant spaces.

Chairman Francis called Mr. Kennedy to speak. Mr. Kennedy explained the intention of the discussion.

Board Member Hall indicated a preference to focus on US 17 if a moratorium is implemented.

Board Member Cook commended Mr. Daniels on his presentation at City Council on the 26th. Board Member Cook had the following questions:

- What's in progress that would be impacted?

Mr. Daniels answered that it depends on how a moratorium is being deployed - if it is use specific, it is probably not a good idea to do a moratorium, and it would only affect those uses. If it is from a form perspective, it may impact projects currently in progress because design standards need to be written, particularly if the moratorium is stopping projects at building permit stage. How strict a moratorium is or isn't could help or hurt us.

- What's the timeline on the comprehensive plan?

We'll have another draft at a joint meeting in late October, send it to the state in December, and have it back in February from the state for amendment and then adoption.

Board Member Cook felt there are benefits to waiting until the comprehensive plan is completed, especially considering how the timeline works out. Board Member Hall expressed support for trusting the process and if there is anything heavy-hitting that needs to be addressed, to address that specific item. He added it doesn't seem we can get through a moratorium fast enough for it to matter. Focusing on the known issues – parking, parks, and US 17 – would be the most beneficial plan.

Board Member Cook explained he would support a moratorium if there is a lot of lag between implementing the comprehensive plan and effectively planning the downtown area and corridor. Taking additional time to do a master plan may call for a moratorium to ensure consistency. He would suggest, then, a moratorium for certain key areas and certain key uses.

Mr. Kennedy indicated we are trying to create an environment that is inviting to developers. A moratorium is intended to limit development. He added that the concern presented at the joint meeting was about a specific use in a specific location, to which staff provided the moratorium concept as one potential solution.

Board Member Hall suggested prioritizing the most important thing per City Council for the next two months until the comprehensive plan is done and then we can focus on the master plans.

Board Member Hobbs and Chairman Francis explained they are not in support of moratoriums, particularly at the stage we are at with our planning process.

Chairman Francis suggested trying other tools in the tool box before a moratorium, and the Board agreed that would be a good path forward.

**BOARD DISCUSSION / COMMENTS**

Mr. Kennedy and Board Member Cook discussed with St. Augustine what's required to implement a mooring field. They were put in touch with an engineering firm. Mr. Kennedy has reached out and also discussed it with the mayor. Since the St. John's River is one of the biggest assets Green Cove has, one suggestion Mr. Kennedy received was to have a riverfront asset study to see what the City has and to see what we could build on. He asked for a little extra information, and in the interim, he spoke with the City Manager over there about how they did their parking deck. The City Manager there and others would be happy to come over and sit down with us to discuss what we want to do ahead of the City getting too far into a project.

Board Member Cook mentioned there is very little about the riverfront in the comprehensive plan.

Chairman Francis requested Jim Fossa from the School Board come address the board to provide an update on growth in the surrounding area.

**STAFF COMMENTS**

Mr. Daniels updated the Board on the Walnut Street project and informed the Board three bids were received on the parking study.

**ADJOURNMENT**

The meeting was adjourned at 6:45pm.

CITY OF GREEN COVE SPRINGS, FLORIDA

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Henrietta Francis, Chairman

Attest:

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Heather Glisson, Planning & Zoning Clerk