

# CITY OF GREEN COVE SPRINGS PLANNING & ZONING BOARD MEETING

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA  
TUESDAY, OCTOBER 24, 2023 – 5:00 PM



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## MINUTES

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### GENERAL INFORMATION

Anyone wishing to address the Planning and Zoning Board regarding any topic on this evening's agenda is requested to complete a card available at the Clerk's desk. Speakers are respectfully requested to limit their comments to three (3) minutes.

The Planning and Zoning Board prohibits the use of cell phones and pagers which emit an audible sound during all meetings with the exception of Law Enforcement, Fire and Rescue, or Health Care Professionals on call. Persons in violation will be requested to leave the meeting.

### ROLL CALL

Board Members Present: Board Member Brian Cook (late 5:18pm), Board Member Henrietta Francis, Board Member Joshua Hobbs, Chairman Justin Hall

Board Members Absent: Vice Chairman Josh Danley

Staff Members Present: L.J. Arnold, III, City Attorney, Steve Kennedy, City Manager, Mike Null, Assistant City Manager, Michael Daniels, Development Services Director, Lyndie Knowles, Development Services Representative

### APPROVAL OF MINUTES

1. Approval of Minutes from August 22, 2023 Meeting

**Motion made to approve the minutes from the August 22, 2023 meeting.**

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

### PUBLIC HEARINGS

2. Review of a Site Development Plan for the 3.48 acre Rookery Amenity Center located in phase 2 of the Rookery Subdivision

Development Services Director Michael Daniels presents the review of a Site Development Plan for the 3.48 acre Rookery Amenity Center located in phase 2 of the Rookery Subdivision.

Chairman Hall opens the public hearing.

Following no public comment, Chairman Hall closes the public hearing.

**Motion to recommend approval of the Site Development Plan for the 3.48 acre Rookery Amenity Center.**

Motion made by Board Member Francis, Seconded by Board Member Hobbs.

Voting Yea: Board Member Francis, Board Member Hobbs, Chairman Hall

3. Preliminary Plat and Improvement Plan for phase 2A and 2B of the Rookery Development for a portion of parcel #: 016515-008-00

Development Services Director Michael Daniels presents the Preliminary Plat and Improvement Plan for phase 2A and 2B of the Rookery Development.

Chairman Hall opens the public hearing.

Following no public comment, Chairman Hall closes the public hearing.

**Motion to recommend approval of the Preliminary Plat and Improvement Plan for phase 2A and 2B of the Rookery Development for a portion of parcel #: 016515-008-00 subject to staff comments.**

Motion made by Board Member Hobbs, Seconded by Board Member Cook.

Voting Yea: Board Member Cook, Board Member Francis, Board Member Hobbs, Chairman Hall

## **ACTION ITEMS**

4. Resolution establishing standard operating procedures to implement the requirements set forth in Senate Bill 102, "The Live Local Act relating to Affordable Housing Regulations.

Development Service Director Michael Daniels presents resolution establishing standard operating procedures to implement the requirements set forth in Senate Bill 102, "The Live Local Act relating to Affordable Housing Regulations.

Board discussion followed concerning the Live Local Act and the resolution.

**Motion to recommend approval to City Council of Resolution #2023-21 establishing standard operating procedures to implement the requirements set forth in Senate Bill 102, "The Live Local Act relating to Affordable Housing Regulations.**

Motion made by Board Member Cook, Seconded by Board Member Francis.

Voting Yea: Board Member Cook, Board Member Francis, Board Member Hobbs, Chairman Hall

## **BOARD BUSINESS**

5. Development Services Director Michael Daniels informs Board Members of a FDOT meeting being held October 26th at the Clay County Supervisor of Elections. This meeting will be discussing a resurfacing project and intersection improvements. Board discussion followed concerning this project and other roadway project.


6. Director Daniels gives an update on the US16/US17 corner rezoning and let them know that will be coming back before the Planning and Zoning Board as a large-scale land use amendment.  
Board discussion followed concerning this project.
  
7. Chairman Hall inquires on the status of the Rivers House. Mr. Daniels gives a status on the bidding process.  
Board discussion followed concerning this project.

**ADJOURNMENT**

Meeting adjourned by Chairman Hall at 6:15pm.

**NEXT MEETING:** Tuesday, November 28, 2023 AT 5:00PM

CITY OF GREEN COVE SPRINGS, FLORIDA



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James (Justin) Hall, Chairman

Attest:



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Lyndie Knowles, Development Services Rep.