

CITY OF GREEN COVE SPRINGS PLANNING & ZONING BOARD MEETING

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA
TUESDAY, FEBRUARY 23, 2021 – 5:00 PM



AGENDA

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 PAGES 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.

THIS WILL BE AN IN-PERSON MEETING. PLEASE FOLLOW SOCIAL DISTANCING PROTOCOLS

ROLL CALL

APPROVAL OF MINUTES

1. Review and approval of minutes for the January 26, 2021 meeting

PUBLIC HEARINGS

2. Review of Special Exception Application for Doxa Church to operate at 112 Magnolia Avenue

BOARD BUSINESS

3. INFORMATIONAL ONLY – Annexation of Parcel # 016515-000-00, located on County Road 15 A
4. INFORMATIONAL ONLY - Award of Bid LC 2020-20 for an Urban Planning or Interdisciplinary Firm to complete the 2045 Comprehensive Plan Update.

BOARD DISCUSSION / COMMENTS

STAFF COMMENTS

ADJOURNMENT

NEXT MEETING: TUESDAY, MARCH 23, 2021 AT 5:00PM

Minutes of the Planning & Zoning Board Meeting can be obtained from the City Clerk's office. The Minutes are recorded, but are not transcribed verbatim.

Persons requiring a verbatim transcript may make arrangements with the City Clerk to duplicate the recordings, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be at the expense of the requesting party.

ADA NOTICE

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk's office no later than 5:00 p.m. on the day prior to the meeting.

EXPARTE COMMUNICATIONS

Oral or written exchanges (sometimes referred to as lobbying or information gathering) between a Special Magistrate and others, including staff, where there is a substantive discussion regarding a quasi-judicial decision by the Special Magistrate. The exchanges must be disclosed by the Special Magistrate

CITY OF GREEN COVE SPRINGS PLANNING & ZONING BOARD MEETING

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA
TUESDAY, JANUARY 26, 2021 – 5:00 PM



MINUTES

ROLL CALL

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

PRESENT

Chairman Henrietta Francis
Vice Chair Gary Luke (arrived at 5:09 p.m.)
Board Member Brian Cook
Board Member Justin Hall

ABSENT

Board Member Richard Hobbs

APPROVAL OF MINUTES

1. *Review and approval of the meeting minutes for December 8, 2020.*

Motion to approve the minutes of the December 8, 2020 Planning & Zoning Board meeting.

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

Motion passes 3-0.

PUBLIC HEARINGS

2. *Review of Special Exception Application for Alcohol Sales for Off-Site Consumption at 26 N Orange Avenue for Green Cove Liquors*

City Planner Daniels presented the application. Staff recommends approval of the application. The Board had no questions.

Chairman Francis opened the public hearing.

James Van Laere was present as the applicant; he confirmed he is the owner of the current business at 208 N Orange Ave. Chairman Francis inquired about the drive-through, which he thinks will be adequately provided by his other location at Magnolia Layne.

Chairman Francis closed the public hearing.

Motion to approve the Special Exception for Alcohol Sales at 26 N Orange Avenue for Green Cove Liquors.

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

Motion passes 4-0.

3. ***Review and recommendation on Ordinance No. O-16-2020, amending Section 101-5 to add new definitions and revise definitions for lot width and setback, establishing Section 101-160 concerning flag lot requirements, and amending Sections 113-131 and 113-132 to revise access requirements.***

The Board heard this Public Hearing at 5:32 p.m., after the Site Plan Action Item, as a courtesy to meeting attendants waiting to listen to that item.

Mr. Daniels presented the proposed ordinance, providing answers to inquiries from the previous meeting. He explained the changes he made to the proposed ordinance since then.

Board Member Cook suggested amending 101-160(9) for clarity. City Attorney Arnold shared his research findings, that a development company created the Bishop flag lot in the 1980s.

Chairman Francis opened the public hearing. There being no comments, Chairman Francis closed the public hearing. Chairman Francis called for a motion.

Motion to recommend approval of Ordinance O-16-2020 to City Council.

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

Motion passes 4-0.

ACTION ITEMS

4. ***Review of Revised Site Development Plan for Harbor Road Wastewater Treatment Facility***

In consideration of the attendants of the meeting waiting on this item, the Board agreed to hear this item prior to the Public Hearing for Ordinance O-16-2020.

Mr. Daniels presented the application. Board Member Cook requested clarification on what is being reviewed and approved tonight. Mr. Daniels provided clarification using site plan pictures in his PowerPoint presentation.

Chairman Francis called Dan Nichols (1248 Travers Rd) to speak. Mr. Nichols inquired whether the berm on the property behind him will be removed and what the timeline is for the fence removal and replacement. Scott Schultz, the Water Utilities Director, explained the area will be cleaned off, the existing fence will be removed, and a new privacy fence will be installed. The fence contractor will tie into adjoining property fences where appropriate. Mr. Schultz offered to coordinate with Mr. Nichols.

Vice Chair Luke asked about impact to the sidewalk and about the tree removal and replacement. The trees to be removed are interior to the property, not part of the buffering. He added the look and feel will remain the same, continuing to hide the building.

Chairman Francis called for a motion.

Motion to recommend to City Council the approval of the revised site plan for 1277/1289 Harbor Road, the Harbor Road Wastewater Treatment Facility.

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

Motion passes 4-0.

BOARD BUSINESS

BOARD DISCUSSION / COMMENTS

Chairman Francis inquired where the City is with the Gustafson annexation. Mr. Daniels provided an update, including that staff is meeting with the applicants this week and believes we will move soon. Board Member Cook inquired how early they will be able to review the impact analysis and economic benefits, et cetera. He requested Mr. Daniels provide that information as well as information for what commission members should be looking at when they review the application.

Vice Chair Luke asked what the benefit for the applicant is to annex, which Mr. Daniels explained.

Chairman Francis inquired where the St. Vincent's application is. Mr. Daniels indicated the application has not yet been submitted. Chairman Francis then asked what needs to be done to get a WingStop into town.

STAFF COMMENTS

Mr. Daniels provided an update on the Comprehensive Plan project. The proposals have been narrowed down to three, who will be called in to do a presentation.

ADJOURNMENT

Meeting adjourned at 5:53 p.m.

CITY OF GREEN COVE SPRINGS, FLORIDA

Henrietta Francis, Chairman

Attest:

Heather Glisson, Planning & Zoning Clerk



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: Planning & Zoning Commission **MEETING DATE:** February 23, 2021
FROM: Michael Daniels, AICP, Planning & Zoning Director
SUBJECT: Review of Special Exception Application for Doxa Church to operate at 112 Magnolia Avenue

PROPERTY DESCRIPTION

APPLICANT: Doxa Church, Steve Schnell **OWNER:** Roger Zeigler

PROPERTY LOCATION: 112 Magnolia Ave

PARCEL NUMBER: 017268-000-00

FILE NUMBER: 202100022

CURRENT ZONING: CBD – Central Business District

FUTURE LAND USE DESIGNATION: CHI – Commercial High Intensity

SURROUNDING LAND USE

NORTH: FLU: CHI Z: CBD Use: Vacant (Commercial) / Single Fam.	SOUTH: FLU: CHI Z: CBD Use: Restaurant / Salons
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EAST: FLU: CHI Z: CBD Use: Vacant (Commercial)	WEST: FLU: CHI Z: CBD Use: Retail (The Treasure Box)
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BACKGROUND

The applicant has submitted a Special Exception Application for the development of a Church on a .298 parcel at 112 Magnolia Avenue.

There are currently three connected buildings on the site. The northernmost building (110 Magnolia Avenue) and the southernmost building (112 and 114 Magnolia Avenue) are vacant. There is also a car repair garage in the rear of the site that has access on Palmer Avenue. The proposed church would be housed in the southernmost building. The southernmost building is approximately 2,037 square feet. The Church is planning to have Sunday Services.

The parking breakdown is shown below:

Table 1: Existing Parking

Use Type	Parking Required	Spaces Required	Onsite Existing Spaces	Offsite Existing Parking Spaces	Treasure Box Overflow Parking
Existing Vacant/Commercial	1/250 sf	25	7	14	

Table 2: Proposed Parking

Use Type	Parking Required	Spaces Required	Onsite Existing Spaces	Offsite Existing Parking Spaces	Treasure Box Overflow Parking
Existing Vacant/Commercial	1/250	17			
Proposed Church	1/3 seats	28			
Total Required/Provided Parking			6*	14	20

*4 out of the 6 shall be handicapped parking Spaces

The site will be served by the city water, sewer, and electric services. The sanitation service will be provided by curbside pickup.

Churches are allowed by Special Exception within the Central Business District.

Special Exception Review Criteria

When deciding on special exception requests, the Planning and Zoning Board (PZB) will ensure the following criteria are satisfied:

- (1) Compliance with all elements of the comprehensive plan.
The proposed use is consistent with the Future Land Use Objective 1.6.1(b)(3): “Commercial High Intensity. This category consists of a wide array of commercial uses, such as hotels, motels, automobile sales, service and repair, housing above businesses, churches and others. The maximum Floor Area Ratio shall be .40” and Objective 1.6.1(b)(4): “Central Business District. This category consists of retail and service establishments consistent with the redevelopment of the downtown area. The maximum Floor Area Ratio shall be 2.0.”
- (2) The establishment, maintenance or operation of the special exception will not be detrimental to or endanger the public health, safety or general welfare, and is not contrary to established standards, regulations or ordinances of other governmental agencies.
The proposed development will be consistent with the existing neighborhood and will not negatively impact the area.
- (3) Each structure or improvement is so designed and constructed that it is not unsightly, undesirable or obnoxious in appearance to the extent that it will hinder the orderly and harmonious development of the city and the zoning district in which it is proposed.
No construction is being proposed as part of this special exception. Improvements would include exterior painting and enhanced landscaping consistent with surrounding properties.
- (4) The special exception will not adversely impact the permitted uses in the zoning district nor unduly restrict the enjoyment of other property in the immediate vicinity nor substantially diminish or impair property values within the area.

The proposed use will be consistent with the existing uses in the downtown area and will not negatively impact the area.

- (5) The establishment of the special exception will not impede the orderly development and improvement of the surrounding property for uses permitted in the zoning district.

The proposed development will not impact the improvement of surrounding properties.

- (6) Adequate water supply and sewage disposal facilities will be provided in accordance with state and county health departments.

Water and sewer are available.

- (7) Adequate access roads, onsite parking, onsite loading and unloading berths, and drainage have been or will be provided where required.

Parking is available via 14 spaces in a gravel lot adjoining the property, 7 existing angled spaces in front of the property, including 1 ADA compliant space, and 20 spaces shared through an agreement with The Treasure Box, per the applicant. The applicant has agreed to provide a total of four handicap spaces near the front entrance to the property. The applicant plans to set up 84 chairs within the space, requiring a minimum of 28 parking spaces, which is met as described. The 7 angled spaces in front of the property will be re-striped to provide 4 ADA parking spaces and 2 standard parking spaces.

- (8) Adequate measures have been taken to provide ingress and egress to the property, which is designed in a manner to minimize traffic congestion on local roads.

The building is fronted along the sidewalk; there are parking spaces provided in front and ingress/egress provided on Center Street to a gravel parking lot. As it is a church, minimal congestion is anticipated, particularly outside of normal Sunday church hours, which is also when many nearby businesses are not open.

- (9) Adequate screening and buffering of the special exception will be provided, if needed.

Screening is not required for this use.

- (10) The special exception will not require signs or exterior lighting which will cause glare, adversely impact area traffic safety or have a negative economic effect on the area. Any signs or exterior lighting required by the special exception shall be compatible with development in the zoning district.

No standalone signs or exterior lighting are proposed at this time. Future signage proposals would be required to be reviewed by the Development Services Department as part of the permitting process.

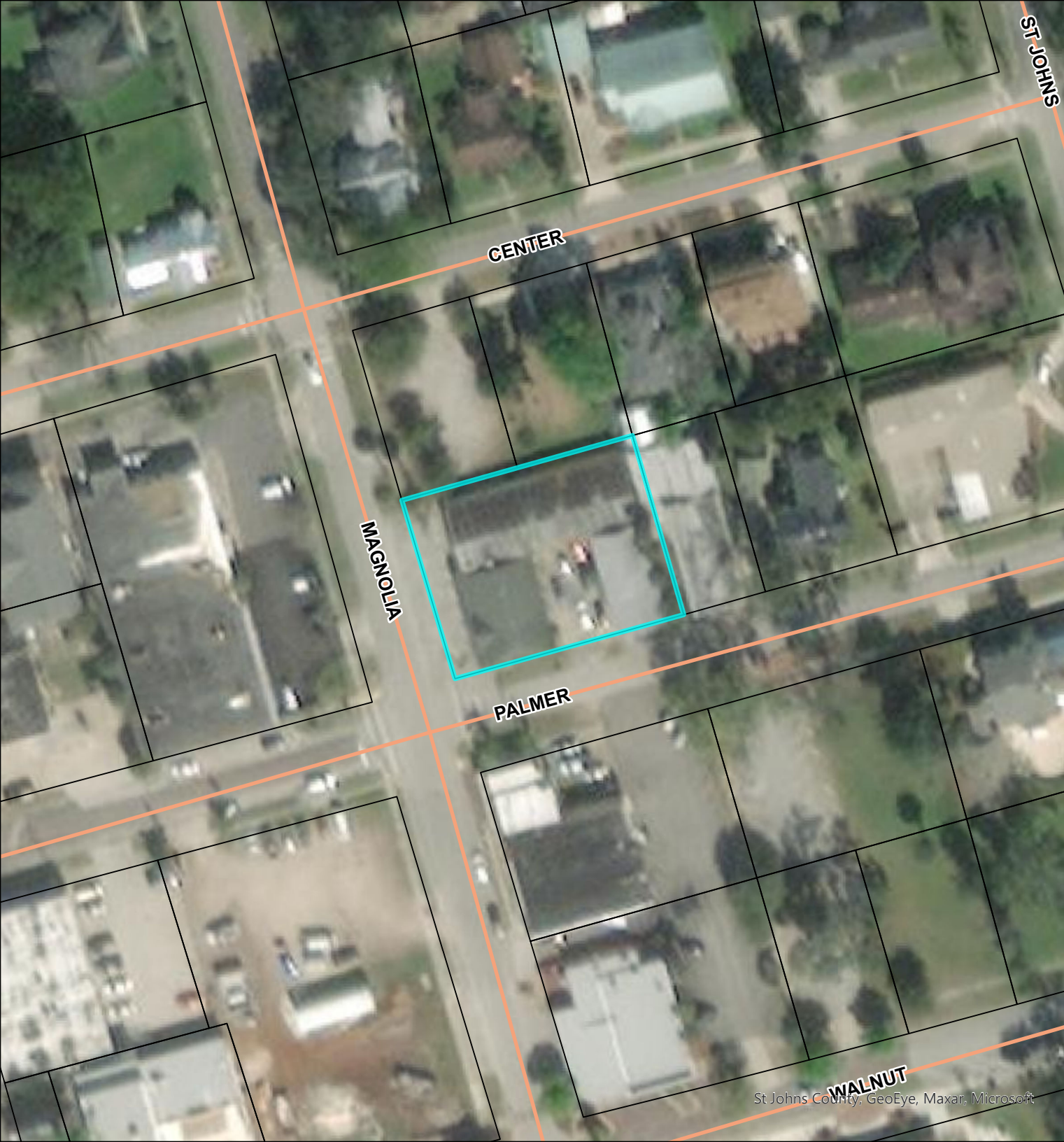
- (11) The special exception will conform to all applicable regulations of the zoning district in which it is proposed.

STAFF RECOMMENDATION

Recommended Motion:

Motion to approve the Special Exception for 112 Magnolia Ave, to allow a church to operate on said property, subject to the following conditions:

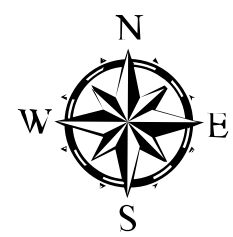
1. Applicant must provide a parking agreement between Doxa Church and The Treasure Box.
2. Applicant shall provide a minimum of two ADA compliant parking spaces. The applicant shall provide a survey and site sketch showing parking in front re-striped to provide a minimum of two ADA compliant spaces and the restriping shall be completed prior to opening.
3. Prior to occupancy, applicant must submit plans and complete work to bring the building up to current code for the new assembly use. Completion of work will allow issuance of a Certificate of Occupancy, which is required to use the space.



Item # 2.

Aerial Map

	Parcels
	Roads



0	45	90	Page 9
Feet			



City of Green Cove Springs Special Exception Application

FOR OFFICE USE ONLY

P Z File # 202100072

Item # 2.

Application Fee: 550.00

Filing Date: 1/11/21

Acceptance Date: _____

Review Type: SDRT P & Z

A. PROJECT

- Project Name: Doxa Church
- Address of Subject Property: 112 Magnolia Avenue
- Parcel ID Number(s) 38-06-26-017268-000-00
- Existing Use of Property: Vacant Commercial (formerly Snowies)
- Future Land Use Map Designation: CHI - Commercial High Intensity
- Zoning Designation: CBD
- Acreage: 0.298

B. APPLICANT

- Applicant's Status Owner (title holder) Agent
- Name of Applicant(s) or Contact Person(s): Steve Schnell Title: _____
Company (if applicable): _____
Mailing address: 1574 Waters Edge Drive
City: Fleming Island State: FL ZIP: 32003
Telephone: () 228-7715 FAX: () _____ e-mail: steve.schnell@hdrinc.com

- If the applicant is agent for the property owner*:
Name of Owner (title holder): Roger Ziegler
Company (if applicable): _____
Mailing address: 8920 County Road 16A
City: St. Augustine State: FL ZIP: 32092
Telephone: () 219-7273 FAX: () _____ e-mail: roger@reynoldspark.com

* Must provide executed Property Owner Affidavit authorizing the agent to act on behalf of the property owner.

C. ADDITIONAL INFORMATION

- Is there any additional contact for sale of, or options to purchase, the subject property? Yes No
If yes, list names of all parties involved: _____
If yes, is the contract/option contingent or absolute? Contingent Absolute

D. STATEMENT OF SPECIAL EXCEPTION SOUGHT

- 1. Requested Special Exception: Church
- 2. Section of Land Development Regulations under which the Special Exception is sought Sec. 117-445
- 3. Reason Special Exception is requested: Use of property as a church
- 4. Statement of Facts for Requested Special Exception (Use additional pages if necessary)

(PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR ABILITY. THESE FACTS WILL BE USED BY THE STAFF TO MAKE A RECOMMENDATION AND THE PLANNING AND ZONING BOARD IN MAKING THEIR DECISION)

a. Is this exception in compliance with all elements of the Comprehensive Plan?

The proposed use is consistent with Future Land Objectives.

b. Is the establishment, maintenance or operation of the special exception detrimental to or endanger the public health, safety or general welfare, or contrary to established standards, regulations or ordinances of other governmental agencies?

The proposed use will be consistent with the surrounding uses and will not negatively impact the area.

c. Is the structure or improvement so designed and constructed that it is not unsightly, undesirable or obnoxious in appearance to the extent that it will hinder the orderly and harmonious development of Green Cove Springs and zoning district in which it is proposed?

No. Proposed improvements will include exterior painting and enhanced landscaping that will be consistent with surrounding properties.

d. Will the special exception adversely impact the permitted use in the zoning district or unduly restrict the enjoyment of the other property in the immediate vicinity nor substantially diminish or impair property values within the area?

No. It is anticipated that the proposed use and improvements will improve property values and is compatible with surrounding uses.

e. Will the establishment of the special exception impede the orderly development and improvement of the surrounding property for uses permitted in the zoning district?

The proposed use will not impact the improvement of surrounding properties.

f. Are adequate water and sewage disposal facilities provided?

Yes, water and sewer are available.

g. Are access roads adequate, on-site parking, on-site loading and loading berths, and drainage have been or will be provided where required?

Yes. Parking is available as noted in the attached. Per requirement, four (4) handicap spaces will be provided near the front entrance to the property.

h. Have adequate measures been taken to provide ingress and egress to the property and design in a manner to minimize traffic congestion on local roads?

Yes. Worship services will take place on Sunday mornings at a time when traffic in the area is minimal.

i. Is adequate screening and buffering signs of the special exception provided, if needed??

Not needed.

j. Will the special exception require signs or exterior lighting, which will cause glare, adversely impact area traffic safety or have a negative economic effect on the area? Any signs or exterior lighting required by the special exception shall be compatible with development in the zoning district?

No stand alone signs or exterior lighting are proposed at this time.

k. Will the special exception conform to all applicable regulations of the zoning district in which it is proposed?

Yes. Proposed use will conform to all zoning regulations.

E. ATTACHMENTS (One hard copy or one copy in PDF format)

1. Copy of Warranty Deed or other proof of ownership

2. Legal description

F. FEE.

- Home Occupation - \$150
- Residential property - \$250
- Non- residential - \$500

- a. The Cost of postage, signs, advertisements, and outside consultants are in addition to the application fee.
- b. The applicant is responsible to pay the cost of the advertisement and signs.
- c. All applications are subject 10% administrative fee and must pay the cost of any outside consultants' fees.

No application shall be accepted for processing until the required application fee is paid in full by the applicant. Any fees for advertising, signs, necessary technical review or additional reviews of the application by a consultant will be billed to the applicant at the rate of the reviewing entity. The invoice shall be paid in full prior to any action of any kind on the development application.

Both attachments are required for a complete application. A completeness review of the application will be conducted within five (5) business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.

I/We certify and acknowledge that the information contained herein is true and correct to the best of my/our knowledge:

[Signature]
Signature of Applicant

Signature of Co-applicant

Steve Schnell

Typed or printed name of co-applicant

Typed or printed name and title of applicant

1/8/2021

Date

Date

State of Florida County of Clay

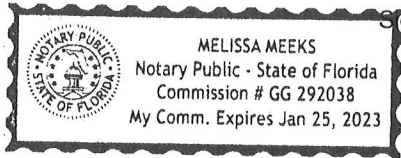
The foregoing application is acknowledged before me this 8th day of January, 2021 by Steve

Schnell, who is/are personally known to me, or who has/have produced FID

as identification.

NOTARY SEAL

[Signature]
Signature of Notary Public, State of Florida



ADAMS, ROTHSTEIN & SIEGEL
4417 Beach Boulevard, Suite 104
Jacksonville, FL 32207
Attn: Karen M. Montgomery

Warranty Deed



Book: 1972
Page: 1116
Rec: 09/05/2001
03:26 PM
File# 200141824
James B. Jett
Clerk Of Courts
CLAY COUNTY, FL
Fee: \$6.00
Doc: \$140.00

Item # 2.

①

THIS INDENTURE, Made this 27th day of August, A.D. 2001, between
ROGER D. ZEIGLER, an unmarried man, and BEECHER WAYNE MORRIS, a married man
of the County of CLAY, State of FLORIDA, parties of the first part, and

ROGER D. ZEIGLER, an unmarried man, whose address is 114 Magnolia Avenue,
Green Cove Springs, Florida 32043
of the County of Clay, State of Florida, party of the second part,
WITNESSETH: That the said parties of the first part, for and in consideration of the sum of

-----Ten and No/100----- Dollars,
to them in hand paid by the said party of the second part, the receipt whereof is hereby acknow-
ledged, have granted, bargained and sold to the said party of the second part,
his heirs and assigns forever, the following described land, situate, lying and being in the
County of Clay, State of Florida, to wit:

RE#38-06-26-017268-000-00

LOT FOUR (4), BLOCK 8, MAP OF GREEN COVE SPRINGS, ACCORDING TO THE
PLAT THEREOF AS RECORDED IN PLAT BOOK 1, PAGE 9, OF THE PUBLIC
RECORDS OF CLAY COUNTY, FLORIDA.

SUBJECT TO TAXES AND ASSESSMENTS ACCRUING SUBSEQUENT TO DECEMBER 31,
2001

And the said parties of the first part do hereby fully warrant the title to said land, and will defend
the same against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the said parties of the first part have hereunto set their hands and
seals the day and year first above written.

SIGNED AND SEALED IN OUR PRESENCE:

Simon D. Rothstein
SIMON D. ROTHSTEIN

Roger D. Zeigler (SEAL)
ROGER D. ZEIGLER

Karen M. Montgomery
KAREN M. MONTGOMERY

114 Magnolia Avenue (SEAL)
Green Cove Springs, FL 32043
Beecher Wayne Morris (SEAL)
BEECHER WAYNE MORRIS
3594 Ed's Court
Green Cove Springs, FL 32043 (SEAL)

STATE OF FLORIDA
COUNTY OF Duval

ss.

Before me personally appeared ROGER D. ZEIGLER, an unmarried man
and BEECHER WAYNE MORRIS, a married man, his wife, to me well known
and known to me to be the individual(s) described in and who executed the foregoing instrument, and
acknowledged to and before me that they executed the same for the purposes therein expressed.

WITNESS my hand and official seal this 27th day of August
2001, at Jacksonville, County and State aforesaid.

Simon D. Rothstein
Notary Public in and for the County and State Aforesaid.

My commission expires:



SIMON D. ROTHSTEIN
Notary Public, State of Florida
My comm. expires July 4, 2004
Comm. No. CC 946995

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Clay County Property Appraiser's Office

Parcel Summary

Parcel ID 38-06-26-017268-000-00
Location Address 112 MAGNOLIA Ave
 Green Cove Springs 32043
Brief Tax Description* LOT 4 BLK 8 GCS AS REC O R 913 PGS 579-580 & 1972 PG 1116
 (Note: *The Description above is not to be used on legal documents.)
Property Use Code STORES, 1 STORY (1100)
Sec/Twp/Rng 38/6/26
Tax District Tax Dist 002
Millage Rate 16.7246
Acreage 0.298
Homestead N

Map



Owner Information

[ZEIGLER ROGER D](#)
 8920 COUNTY ROAD 16A
 ST AUGUSTINE FL 32092

Land Information

Land Use	Number of Units	Unit Type	Land Type	Frontage	Depth
Store 1 Story (1100)	13,000.00	Commercial	Site	100	133

Buildings

Building 1
Building Type OFFICE LOW / 4900
Gross Sq Ft 2,037
Finished Sq Ft 2,037
Stories 1.0 Stories
Heat ENG F AIR
Interior Walls DRYWALL
Exterior Walls Wood Frame Stucco
Year Built 1945

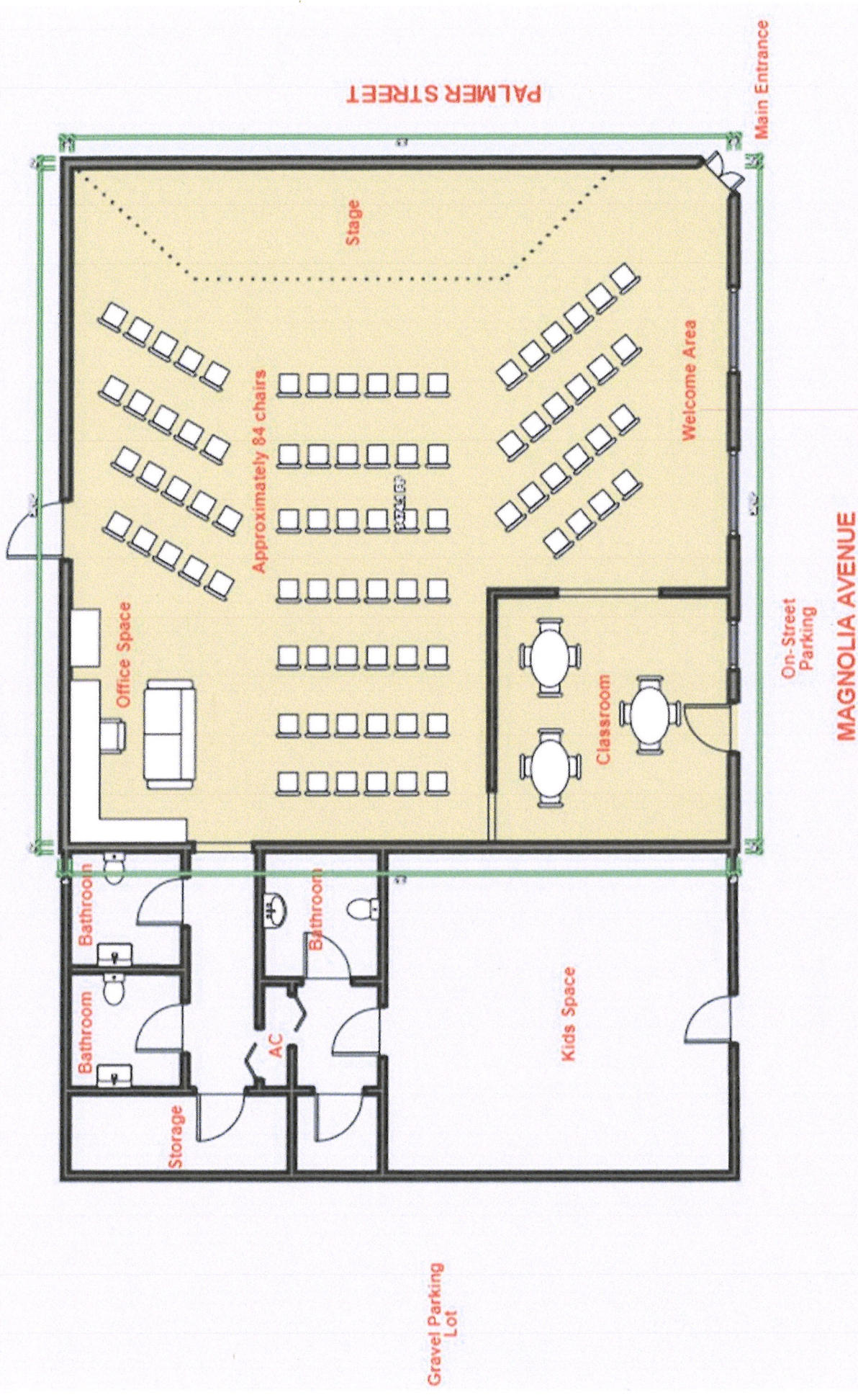
Effective Year Built 1975
Frame WOOD FRAME
Roof Type WOOD TRUSS
Roof Coverage SHINGLE
Flooring Type CARPET with 60% CONC FINSH
Heating Type ENG F AIR
Bedrooms
Full Bathrooms 0
Half Bathrooms 0

Building 2
Building Type STORE RETL / 3500
Gross Sq Ft 4,142
Finished Sq Ft 4,114
Stories 1.0 Stories
Heat ENG F AIR
Interior Walls MINIMUM
Exterior Walls CB STUCCO
Year Built 1945

Effective Year Built 1975
Frame MASONRY
Roof Type WOOD TRUSS
Roof Coverage SHINGLE
Flooring Type SHT VINYL with 40% C ABOVE GD
Heating Type ENG F AIR
Bedrooms
Full Bathrooms 0
Half Bathrooms 0

Building 3
Building Type WAREH STOR / 8400
Gross Sq Ft 1,800
Finished Sq Ft 1,800

Effective Year Built 1945
Frame WOOD FRAME
Roof Type WOOD TRUSS
Roof Coverage SHINGLE







PROPERTY OWNER AFFIDAVIT

Owner Name: <u>ROGER ZEIGLER</u>	
Address: <u>EA 20 CR 16AA</u> <u>ST. AUGUSTINE, FL 32092</u>	Phone: <u>904-219-7273</u>
Agent Name: <u>STEVE SCHWEN</u>	
Address: <u>1574 WATERS EDGE</u>	Phone: <u>904-228-7715</u>
Parcel No.: <u>38-06-26-017260-000-00</u>	
Requested Action: <u>SPECIAL EXCEPTION</u>	

I hereby certify that:

I am the property owner of record. I authorize the above listed agent to act on my behalf for the purposes of this application.

Property owner signature: [Signature]

Printed name: ROGER ZEIGLER

Date: 1/11/21

The foregoing affidavit is acknowledged before me this 11 day of January, 2021 by Roger Zeigler, who is/are personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL

[Signature]
Signature of Notary Public, State of FL



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: Planning & Zoning Commission **MEETING DATE:** February 23, 2021
FROM: Michael Daniels, AICP, Planning & Zoning Director
SUBJECT: INFORMATIONAL ONLY – Annexation of Parcel # 016515-000-00, located on County Road 15 A

PROPERTY DESCRIPTION

APPLICANT: Ellen Avery-Smith, Esq. **OWNER:** Gustafson's Cattle
PROPERTY LOCATION: County Road 15 A
PARCEL NUMBER: 016515-000-00
FILE NUMBER: 202001172
CURRENT ZONING: AG – Agricultural & IS – Industrial Select (County)
FUTURE LAND USE DESIGNATION: RF – Residential Fringe & IND – Industrial (County)

SURROUNDING LAND USE

<p>NORTH: FLU: REC - Recreation Z: REC - Recreation Use: Undeveloped</p>	<p>SOUTH: FLU: Industrial (County) Z: Heavy Industrial (County) Use: Industrial Park / Undeveloped</p>
<p>EAST: FLU: Industrial (County) Z: Heavy Industrial (County) Use: Industrial</p>	<p>WEST: FLU: Rural Residential / Commercial / Agriculture (County) Z: Agricultural Residential / Commercial (County) Use: SF Homes, Comm., Undeveloped</p>

BACKGROUND

Ellen Avery-Smith, Esq., representing D.R. Horton has applied for annexation of approximately 566 acres of property on CR 15 A south and east of the existing Gustafson Dairy Site. As a requirement of annexing into the City, a Future Land Use designation and zoning district will also need to be approved for the development. The applicant is proposing a Future Land Use designation approximately 2,000 residential units.

The site will be served by City electric and sanitation services and by the Clay County Utility Authority for water and sewer services.

Process Overview

- Annexation & Future Land Use (FLU) application(s) have been submitted, a PUD Master Plan is pending.
- Initial Review
 - Annexation reviewed by Staff
 - Traffic Study under review
- Advertising requirements (notification to County & Public)
- PZB Review
 - Annexation, FLU/PUD applications and Development Agreement reviewed for recommendation to City Council
- City Council Review
 - Annexation (2 public hearings) – approve annexation & amend city boundaries
 - FLU amendment(s) – Transmittal Hearing, approve transmittal of amendment(s)
 - PUD and Development Agreement, 1st Public Hearing
- Department of Economic Opportunity (DEO) Review & Reviewing Agencies
 - If approved, the FLU amendment(s) are sent to DEO and appropriate reviewing agencies for review (see [Expedited State Review Amendment Process](#) for additional details)
- City Council Adoption
 - Once approved, the FLU amendment is taken for an Adoption Hearing.
 - Final PUD rezoning and Development Agreement can be approved subsequent to FLU amendment adoption.
- Petition Period
 - The adopted amendment(s) must be sent to DEO. If they are not challenged, they become effective 31 days after DEO determines the package is complete. If they are challenged, additional steps will be required.

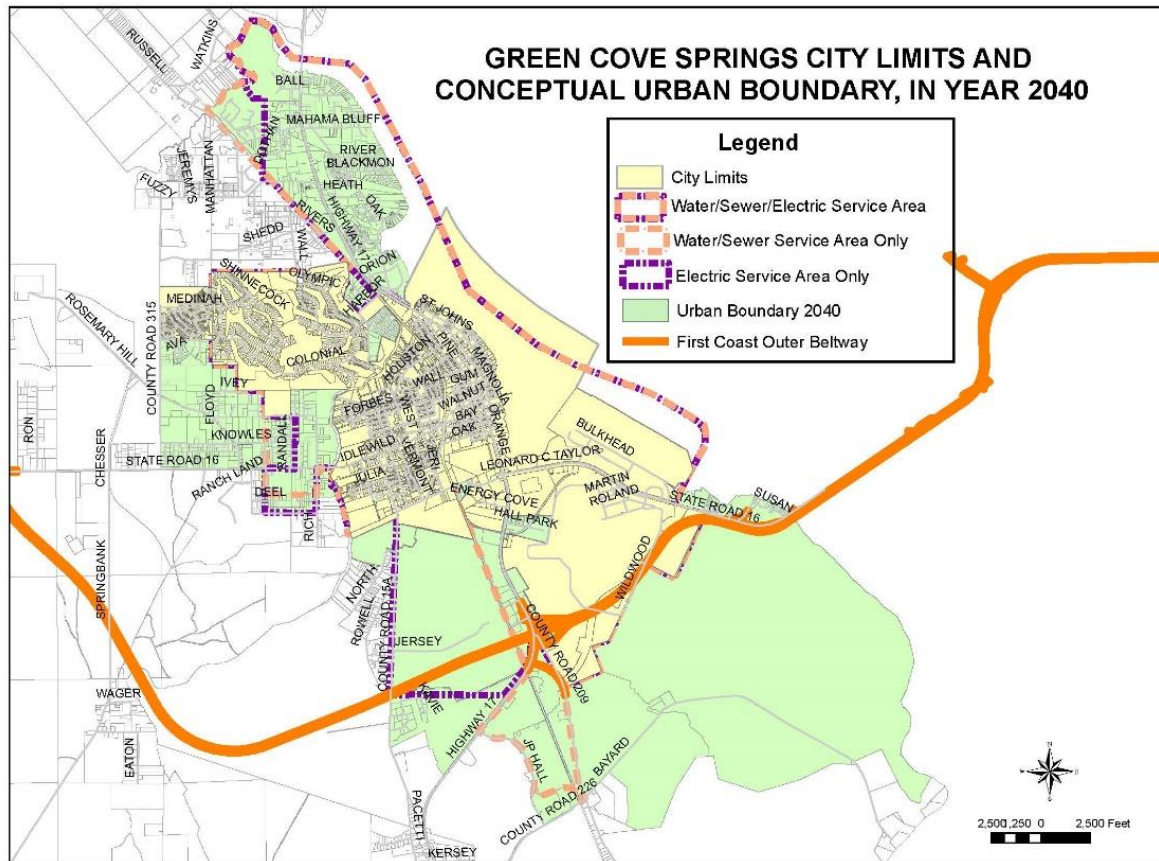
Additional steps which may be concurrent with some or all of the above include a Site Specific Future Land Use Policy Amendment.

Linear Facility Request

Related to this project, City staff has applied for a linear facility request to the Florida Department of Environmental Protection for the connection of a linear facility that would connect the proposed development to US 17 through the City's property. The City property was purchased in 2010 through a grant with the Florida Communities Trust. Any changes to the approved Master Plan, which included the development of a Regional Park has to be approved by the Trust. If approved, the facility would be constructed by the developer. See attached Linear Facility Map for more information.

What is being reviewed?

- Is the property within the conceptual urban boundary?



The property is located within the City’s Electric Service Boundary.

- Does the proposal adhere to statutory requirements?

Enclaves may not be created by annexation:

Pursuant to Florida Statutes (FS) 171.044(5) “land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves.” FS 171.031(13) defines an enclave as “any unincorporated improved or developed area that is enclosed within and bounded on all sides by a single municipality; or any unincorporated improved or developed area that is enclosed within and bounded by a single municipality and a natural or manmade obstacle that allows the passage of vehicular traffic to that unincorporated area only through the municipality.”

Land must contiguous and unincorporated:

Pursuant to 171.043, territory to be annexed must be contiguous, compact, and unincorporated (not within the boundary of another incorporated municipality). The area to be annexed must be developed for urban purposes (providing for 2 people per acre of land or 1 person per acre if subdivided such that at least 60% of lots/tracts are 1 acre or smaller).

Urban Sprawl Analysis

Section 163.3177, Florida Statutes, requires that any amendment to the Future Land Use Amendment to discourage the proliferation of Urban Sprawl. Section 163.3177(6)(a)9.a., Florida

Statutes, identifies 13 primary urban sprawl indicators and states that, “[t]he evaluation of the presence of these indicators shall consist of an analysis of the plan or plan amendment within the context of features and characteristics unique to each locality...” The thirteen indicators are:

- (I) Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as low-intensity, low-density, or single-use development or uses.
- (II) Promotes, allows, or designates significant amounts of urban development to occur in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.
- (III) Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.
- (IV) Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other significant natural systems.
- (V) Fails to adequately protect adjacent agricultural areas and activities, including silviculture, active agricultural and silvicultural activities, passive agricultural activities, and dormant, unique, and prime farmlands and soils.
- (VI) Fails to maximize use of existing public facilities and services.
- (VII) Fails to maximize use of future public facilities and services.
- (VIII) Allows for land use patterns or timing which disproportionately increase the cost in time, money, and energy of providing and maintaining facilities and services, including roads, potable water, sanitary sewer, stormwater management, law enforcement, education, health care, fire and emergency response, and general government.
- (IX) Fails to provide a clear separation between rural and urban uses.
- (X) Discourages or inhibits infill development or the redevelopment of existing neighborhoods and communities.
- (XI) Fails to encourage a functional mix of uses.
- (XII) Results in poor accessibility among linked or related land uses.
- (XIII) Results in the loss of significant amounts of functional open space.

- Is annexing the land compliant with the City's comprehensive plan?

FUTURE LAND USE ELEMENT

Goal 1

To develop and maintain land use programs and activities to provide for the most appropriate use of the land and direct growth to suitable areas while protecting the public, health, safety and welfare.

Policy 1.7.3

The City shall promote the annexation of property located within the Green Cove Springs utility service boundary.

- How will the property impact services provided by the City? Will negative impacts be appropriately mitigated through development agreement(s)?

FUTURE LAND USE ELEMENT

Goal 1 (see above)

Objective 1.2

The City shall assure that future land uses have essential facilities and services which meet locally established levels of service (LOS) standards and adopted as part of the Capital Improvements Element (CIE).

Policy 1.2.3

The City shall review proposed annexation requests to determine if potential development may impact services provided by the City and governed by its concurrency management system such that the adopted level of service would be negatively affected at the maximum development potential for the properties under the City's proposed land use category. The impacts calculated shall recognize credits based on the development potential under the existing County land use designation. Parcels that are determined to negatively impact the City's ability to maintain its adopted level of service based on existing and planned improvements shall be required to enter into an agreement with the City prior to approval of a final development order to mitigate impacts associated with the actual development plans consistent with the City's concurrency management system.

Objective 1.7

The City shall discourage the proliferation of urban sprawl through the appropriate land use.

Policy 1.7.1

The location and timing of new development and the issuance of permits shall be coordinated with the availability of public facilities (including, but not limited to: central sewer, potable water, drainage, roads, and solid waste collection) through implementation of growth management measures such as infill development phasing, programming and appropriate over-sizing of public facilities and zoning and subdivision regulations.

Policy 1.7.2

The City Limits shall define the urban service area for land planning purposes. The City provides the same level of service to all of the properties within its boundaries and will consider its ability to offer the same level of service to properties under consideration for annexation prior to accepting additional lands into the City.

TRANSPORTATION ELEMENT**Goal 2**

The City shall operate and maintain a transportation system to facilitate the efficient movement of people and goods within and through the City.

Objective 2.3 Review of Proposed Development

All future development shall be reviewed to ensure that the adopted level of service standards is met and that the development is consistent with applicable land development regulations and supports the Future Land Use Map.

Objective 2.8 Site Development Traffic Circulation

The City shall require that all major developments and planned unit developments provide a circulation system which: provides adequate access to the major roadway network; provides for sound design of local and collector streets within such development; provides for the development of multi-use trails, and otherwise provides for the objectives and policies of the Land Use and Transportation Plan

STAFF RECOMMENDATION

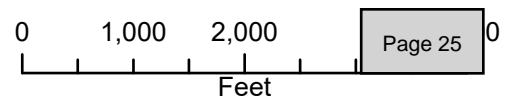
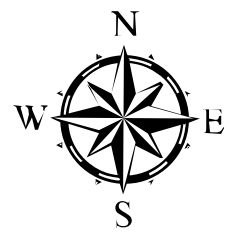
No recommendation. This information is provided for informational purposes only.

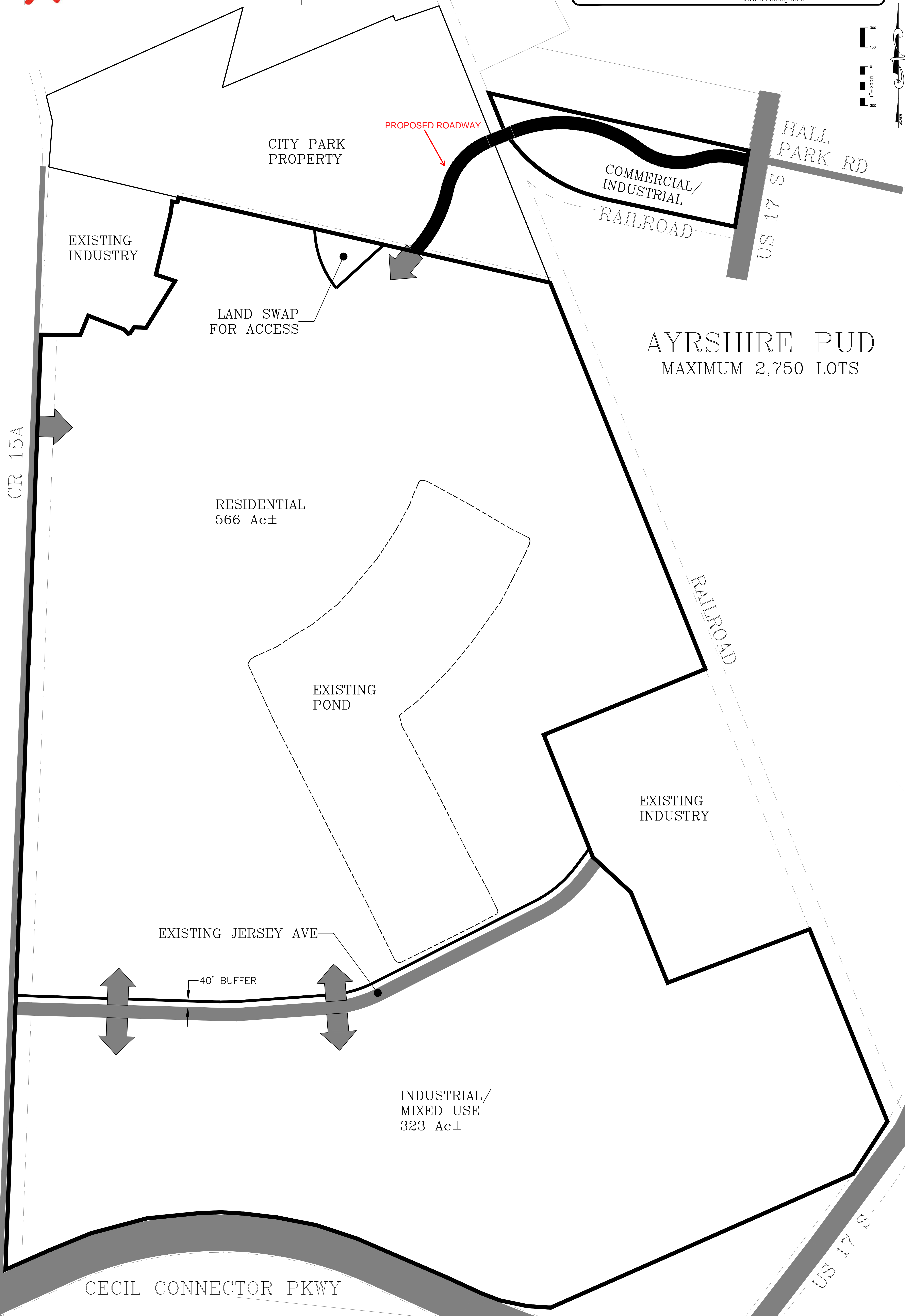
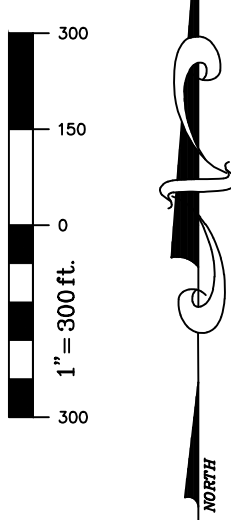


Item # 3.

Aerial Map

	Parcels
	Roads
	Project Site





CITY PARK PROPERTY

PROPOSED ROADWAY

HALL PARK RD

COMMERCIAL/
INDUSTRIAL

RAILROAD

US 17 S

EXISTING
INDUSTRY

LAND SWAP
FOR ACCESS

AYRSHIRE PUD
MAXIMUM 2,750 LOTS

RESIDENTIAL
566 Ac±

EXISTING
POND

EXISTING
INDUSTRY

EXISTING JERSEY AVE

40' BUFFER

INDUSTRIAL/
MIXED USE
323 Ac±

CECIL CONNECTOR PKWY

US 17 S



ATTORNEYS AT LAW

Ellen Avery-Smith

904 . 824 . 0879 . x5207
EAverySmith@rllaw.com

100 Wherstone Place - Suite 200
St. Augustine, Florida 32086

904 . 396 . 0663 Fax
www.rllaw.com

Item # 3.

December 1, 2020

VIA OVERNIGHT MAIL

Michael Daniels, AICP
Planning and Zoning Director
City of Green Cove Springs
321 Walnut Street
Green Cove Springs, Florida 32043

Re: Ayrshire/Applications for Annexation and Large-Scale Comprehensive Plan Amendment

Dear Mr. Daniels:

Our client, D.R. Horton, Inc. – Jacksonville (“Applicant”), is the contract purchaser of approximately 889 acres owned by Gusafson’s Cattle, Inc. with Clay County Parcel Identification No. 38-06-26-016515-000-00 (the “Property”).

The Property is located in unincorporated Clay County and has future land use designations of Rural Fringe and Industrial and zoning districts of Agricultural and Industrial. The Applicant desires to annex the Property into the City of Green Cove Springs and give the Property City future land use designations of Residential Medium Density and Gustafson Activity Center (which is a future land use designation being created for the Property by the City concurrently with this application). The Applicant will file a companion application to rezone the Property to Planned Unit Development following the City Council’s transmittal of the Comprehensive Plan Amendment application to the state.

The Applicant is proposing a mixed-use project called Ayrshire on the Property, with a maximum of 2,750 residential units and a maximum of 250,000 square feet of industrial space. The project will provide new housing inventory within the City and will reserve a portion of the site for industrial use to give the City and Clay County an economic development site near other industrial parcels.

Application packages for the Annexation and Large-Scale Comprehensive Plan Amendment requests are enclosed. Please let me know if you need any other information as you review the application materials.

We look forward to working with you on the Ayrshire project.

Sincerely yours,


Ellen Avery-Smith

Michael Daniels
December 1, 2020
Page 2

cc: City Attorney Jim Arnold, Esq.
Bob Porter
Anthony Sharp
John Gislason
Vince Dunn
Rajesh Chindalur

APPLICATION FOR ANNEXATION

WE THE UNDERSIGNED, BEING THE LAND OWNERS OF THE FOLLOWING PROPERTY HEREINAFTER DESCRIBED DO HEREBY FILE THIS APPLICATION FOR ANNEXATION INTO THE CITY OF GREEN COVE SPRINGS, FLORIDA, CONSISTENT WITH THE LAWS OF THE STATE OF FLORIDA AND THE CITY OF GREEN COVE SPRINGS, FLORIDA.

Date of Application December 1, 2020

Name(s) of Property Owner(s): GUSTAFSON'S CATTLE INC

Physical Address of the property: County Road 15 A

Number of parcels to be annexed: One

Parcel Numbers: 38-06-26-016515-000-00

Map or Drawing Attached: (X) YES () NO

TO BE COMPLETED BY CITY STAFF

At the time of "Application for Annexation"

County Future Land-Use designation: _____ County Zoning designation: _____

Proposed City Land-Use designation: _____ Proposed City Zoning designation: _____

Current use of the property: _____ Property Size/Acreage: _____

If residential use, number of "Living Units": _____

Number of people currently living on property: _____

If commercial use, square footage of building area: _____

Intended "Use" of the property: _____ When: _____

Electric Provider: _____

Water/Sewer Provider: _____

SIGNATURE PAGE

Ellen Avery-Smith, Esq. of Rogers Towers, P.A.

Signature of Property Owner(s) or Authorized

Printed Name of Property Owner

100 Whetstone Place, Suite 200, St. Augustine, Florida 32086

Mailing Address

904-825-1615

eaverysmith@rtlaw.com

Telephone Number(s)

E-mail address

I hereby certify that I have read and understand the contents of this application, and that this application together with all supplemental data and information is a true representation of the facts concerning this request; that this application is made with my approval, as owner and applicant, as evidenced by my signature below. It is hereby acknowledged that the filing of this application does not constitute automatic approval of the request; and further that if the request is approved, I will obtain all necessary permits and comply with all applicable orders, codes, conditions, rules and regulations pertaining to the use or development of the subject property

12/1/2020
Date

Ellen Avery-Smith
Signature of owner or owner's authorized representative

State of Florida

County of St. Johns

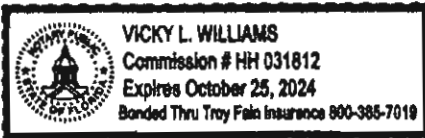
The foregoing instrument was acknowledged before me this 1st day of December

20 20, by Ellen Avery-Smith

who is personally known to me, or who has/have produced _____ as identification.

(NOTARY SEAL)

Vicky L. Williams
Signature of Notary Public



Name of Notary



PROPERTY OWNER AFFIDAVIT

Owner Name: Gustafson's Cattle, Inc.	
Address: PO Box 600337, Jacksonville, FL 32260	Phone:
Agent Name: Ellen Avery-Smith, Esq. of Rogers Towers, P.A. & D.R. Horton, Inc. - Jacksonville	
Address: c/o 100 Whetstone Place, Suite 200, St. Augustine, FL 32086	Phone: 904-825-1615
Parcel No.: 38-06-26-016515-000-0	
Requested Action: Application for Annexation	
<p>I hereby certify that:</p> <p>I am the property owner of record. I authorize the above listed agent to act on my behalf for the purposes of this application.</p> <p>Property owner signature: <u><i>Edwin S Gustafson III</i></u></p> <p>Printed name: <u>Edwin S Gustafson III</u></p> <p>Date: <u>10/8/2020</u></p> <p>The foregoing affidavit is acknowledged before me this <u>8th</u> day of <u>OCT</u>, 20<u>20</u>, by <u>EDWIN S GUSTAFSON III</u>, who is/are personally known to me, or who has/have produced <u>A FLORIDA DRIVER'S LIC</u> <u>G231-217-08-330-0</u> as identification.</p> <p>NOTARY SEAL: Lamy A. Hunt State of Florida My Commission Expires 11/22/2021 Commission No. GG 155171</p> <p>Signature of Notary Public, State of <u>FL</u></p>	



Item # 3.

FOR OFFICE USE ONLY

P Z File # _____

Application Fee: _____

Filing Date: _____ Acceptance Date: _____

Review Date: SRDT _____ P & Z _____ CC _____

Comprehensive Plan Amendment Application

A. PROJECT

1. Project Name: Ayrshire
2. Address of Subject Property: County Road 15A
3. Parcel ID Number(s): 38-06-26-016515-000-0
4. Existing Use of Property: Agriculture
5. Future Land Use Map Designation: Rural Fringe/Industrial (Clay County)
6. Existing Zoning Designation: Agriculture/Industrial (Clay County)
7. Proposed Future Land Use Map Designation: Medium Density Residential and Gustafson Activity Center
8. Acreage: 889

B. APPLICANT

1. Applicant's Status Owner (title holder) Agent
2. Name of Applicant(s) or Contact Person(s): Bob Porter, Anthony Sharp Title: _____
 Company (if applicable): D.R. Horton, Inc. - Jacksonville
 Mailing address: 4220 Race Track Road
 City: St. Johns State: Florida ZIP: 32259
 Telephone: 904-421-4612 FAX: () e-mail: aksharp@drhorton.com
3. If the applicant is agent for the property owner*
 Name of Owner (title holder): Gustafson's Cattle, Inc.
 Mailing address: PO Box 600337
 City: Jacksonville State: Florida ZIP: 32260
 Telephone: () FAX: () e-mail: _____

* Must provide executed Property Owner Affidavit authorizing the agent to act on behalf of the property owner.

C. ADDITIONAL INFORMATION

1. Is there any additional contract for sale of, or options to purchase, the subject property?
 Yes No If yes, list names of all parties involved:
 If yes, is the contract/option contingent or absolute?
 Contingent Absolute

City of Green Cove Springs Development Services Department ♦321 Walnut Street♦ Green Cove Springs, FL 32043♦(904) 297-7500

D. ATTACHMENTS (One copy reduced to no greater than 11 x 17, plus one copy in PDF format.)

1. Statement of proposed change, including a map showing the proposed Future Land Use Map change and Future Land Use Map designations on surrounding properties
2. Concurrency Impact Analysis which considers the impact on public facilities, including potable water, sanitary sewer, transportation, solid waste, recreation, stormwater, and public schools.
3. Needs Analysis which demonstrates the necessity of the proposed change. This analysis may consist, in whole or part, of a market impact study or real estate needs analysis.
4. Analysis of Consistency with the City of Green Cove Springs Comprehensive Plan (analysis must identify specific Goals, Objectives, and Policies and describe in detail how the application complies with the noted Goal, Objective, or Policy.)
5. A current aerial map (Maybe obtained from the Clay County Property Appraiser.)
6. Legal description with tax parcel number.
7. Boundary survey
8. Vicinity Map
9. Warranty Deed or the other proof of ownership
10. Fee.
 - a. Future Land Use Map Amendments - \$1,500 plus \$20 per acre
 - b. Text Amendment to Comprehensive Plan - \$1,500 per element
 - c. All applications are subject 10% administrative fee and must pay the cost of postage, signs, advertisements, and the fee for any outside consultants.

No application shall be accepted for processing until the required application fee is paid in full by the applicant. Any fees necessary for technical review or additional reviews of the application by a consultant will be billed to the applicant at the rate of the reviewing entity. The invoice shall be paid in full prior to any action of any kind on the development application.

All 10 attachments are required for a complete application. A completeness review of the application will be conducted within five (5) business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.

I/We certify and acknowledge that the information contained herein is true and correct to the best of my/our knowledge:

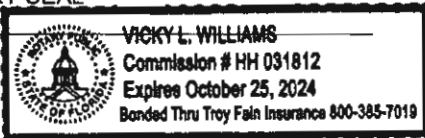
_____	
Signature of Applicant	Signature of Co-applicant
_____	Ellen Avery-Smith, Esq. of Rogers Towers, P.A.
Typed or printed name and title of applicant	Typed or printed name of co-applicant

_____	_____
Date	Date
State of <u>Florida</u>	County of <u>St. Johns</u>

The foregoing application is acknowledged before me this 1st day of December, 2020 by Ellen

Avery-Smith, who is/are personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL



Signature of Notary Public, State of Vicky L. Williams

D. ATTACHMENTS (One copy reduced to no greater than 11 x 17, plus one copy in PDF format.)

1. Statement of proposed change, including a map showing the proposed Future Land Use Map change and Future Land Use Map designations on surrounding properties
2. Consistency Impact Analysis which considers the impact on public facilities, including potable water, sanitary sewer, transportation, solid waste, recreation, stormwater, and public schools.
3. Needs Analysis which demonstrates the necessity of the proposed change. This analysis may consist in whole or part, of a market impact study or real estate needs analysis.
4. Analysis of Consistency with the City of Green Cove Springs Comprehensive Plan (analysis must identify specific Goals, Objectives, and Policies and describe in detail how the application complies with the noted Goal, Objective, or Policy.)
5. A current aerial map (Maybe obtained from the Clay County Property Appraiser.)
6. Legal description with tax parcel number.
7. Boundary survey
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9. Warranty Deed or the other proof of ownership
10. Fee.
 - a. Future Land Use Map Amendments - \$1,520 plus \$20 per acre
 - b. Text Amendment to Comprehensive Plan - \$1,000 per element
 - c. All applications are subject 10% administrative fee and must pay the cost of postage, signs, advertisements, and the fee for any outside consultants.

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All 10 attachments are required for a complete application. A completeness review of the application will be conducted within five (5) business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.

We certify and acknowledge that the information contained herein is true and correct to the best of my/our knowledge:

[Signature]
 Signature of Applicant
 John E. Zakoske
 Vice President
 Date: 11/25/2020
 State of Florida County of St. Johns

[Signature]
 Signature of Co-applicant
 Elin Avery-Smith, Esq. of Rogers Team, P.A.
 Typed or printed name of co-applicant
 Date

The foregoing application is acknowledged before me this 25th day of November 20 by John E. Zakoske

_____, who is/are personally known to me, or who has/have produced _____ N/A _____ as identification.

NOTARY SEAL *[Signature]*
 Signature of Notary Public, State of FL



ADM MARIE FORMEL
Commission # GG 043302
Expires April 28, 2024
Central Florida Budget Policy Services

City of Green Cove Springs Development Services Department • 321 Walnut Street • Green Cove Springs, FL 32043(904) 297-7500


City of Green Cove Springs, Florida
Comprehensive Plan Amendment Application 2020
Supplemental Information

Co-Applicant:

Ellen Avery-Smith, Esq. of Rogers Towers, P.A.
100 Whetstone Place, Suite 200
St. Augustine, Florida 32086
Phone: 904.825.1615
Email: EAverySmith@rtlaw.com



PROPERTY OWNER AFFIDAVIT

Owner Name: Gustafson's Cattle, Inc.	
Address: PO Box 600337, Jacksonville, FL 32260	Phone:
Agent Name: Ellen Avery-Smith, Esq. of Rogers Towers, P.A. & D.R. Horton, Inc. - Jacksonville	
Address: c/o 100 Whetstone Place, Suite 200, St. Augustine, FL 32085	Phone: 904-825-1615
Parcel No.: 38-06-26-016515-000-0	
Requested Action: Application for Comprehensive Plan Amendment	
<p>I hereby certify that:</p> <p>I am the property owner of record. I authorize the above listed agent to act on my behalf for the purposes of this application.</p> <p>Property owner signature: <u>Edwin S. Gustafson III</u></p> <p>Printed name: <u>Edwin S. Gustafson III</u></p> <p>Date: <u>10/8/2020</u></p> <p>The foregoing affidavit is acknowledged before me this <u>8th</u> day of <u>OCT</u>, 2020, by <u>EDWIN S. GUSTAFSON III</u>, who is/are personally known to me, or who has/have produced <u>A FLORIDA DEEDS LLC. G231-217-68-333-0</u> as identification.</p>	
 <p>Larry A. Hunt State of Florida My Commission Expires 11/22/2021 Commission No. GG 155171</p>	<p><u>[Signature]</u> Signature of Notary Public, State of <u>FL</u></p>

Large-Scale Comprehensive Plan Amendment Application

Ayrshire

Comprehensive Plan Amendment Consistency Analysis

November 30, 2020

Applicant Information:

Applicant: D.R. Horton - Jacksonville
Bob Porter, Anthony Sharp, John Gislason
4220 Race Track Road
Jacksonville, Florida 32259
(904) 268-2845

Legal: Rogers Towers, P.A.
Ellen Avery-Smith, Esq.
100 Whetstone Place, Suite 200
St. Augustine, Florida 32086
(904) 824-0879

**Planning/
Civil Engineering:** Dunn & Associates, Inc.
Vince Dunn, David Taylor
8375 Dix Ellis Trail, Suite 102
Jacksonville, Florida 32256
(904) 363-8916

Environmental: Carter Environmental Services, Inc.
Ryan Carter
42 Masters Drive
St. Augustine, Florida 32084
(904) 540-1786

Traffic: Chindalur Traffic Solutions, Inc.
Rajesh Chindalur
8515 Baymeadows Way, Suite 401
Jacksonville, Florida 32256
(904) 422-6923

Project Overview

D.R. Horton - Jacksonville (“**Applicant**”) is the contract purchaser of approximately 889 acres located east of County Road 15A, west of U.S. Highway 17 South and south of State Road 16W (Green Cove Avenue) in unincorporated Clay County (the “**Property**”). The Property is the former site of Gustafson’s Dairy Farm, which closed in 2013 and is now abandoned. The Property is currently primarily used for silvicultural purposes. The Property has Clay County Parcel Identification No. 38-06-26-016515-000-00 and is currently owned by Gustafson’s Cattle Inc.

The Applicant is requesting to annex the Property into the City of Green Cove Springs and to change the Future Land Use Map (“**FLUM**”) designation of the Property to Residential Medium Density (RMD) and Gustafson Activity Center (GAC). The Property is currently located within unincorporated Clay County and has existing FLUM designation of Rural Fringe and Industrial. The existing zoning district for the Property is Agricultural (AG) and Industrial Select (IS). Concurrently with this application, the Applicant has filed an application for voluntary annexation to have the Property included within the corporate limits of the City of Green Cove Springs (the “**City**”). The Applicant will also apply to rezone the Property to Planned Unit Development (the “**PUD**”).

The Applicant proposes to develop a mixed-use project consisting of a maximum of 2,750 residential units, to include both single-family and multi-family units, and a maximum of 250,000 square feet of industrial space. A Proposed Future Land Use Map and Generalized Site Plan for the intended plan of development of the Property are enclosed with this application.

The Property is bordered on the north by vacant, recreational property owned by the City; on the east by railroad right-of-way and existing industrial uses; on the west by a mix of uses, including existing residential and agricultural uses; and to the south by vacant, agricultural and existing industrial uses. The proposed Ayrshire project will be bordered on the south by the First Coast Expressway, which is currently under construction.

The Property will be developed in one (1), 10-year phase. The Residential Medium Density FLUM designation allows for residential density ranging from four (4) units to eight (8) dwelling units per acre. The Applicant is proposing a density of no more than eight (8) units per developable acre within the portion of the Property proposed for the Residential Medium Density FLUM designation. The Gustafson Activity Center FLUM designation allows for a variety of land uses, including commercial, office, industrial and residential. The Applicant is proposing to reserve a portion of the GAC-designated area of the Property for industrial use, to give the City and Clay County an economic development site near other industrial parcels.

The Generalized Site Plan illustrates how the Applicant has taken steps to preserve a majority of the on-site wetlands. The project will also provide a number of recreational fields with restrooms, a pool pavilion, a children’s playground, and parking to serve residents of the Ayrshire community. The Generalized Site Plan also shows site access, drainage and open space.

Project Benefits

A list of the project's public benefits includes:

1. Providing much-needed housing for inventory in the City, with a variety of housing types and price points.
2. Constructing an access road to a City park site from U.S. Highway 17 to allow use of the land by City residents and others. The road will connect into the Property to provide residents with a second access road (the other access is County Road 15A).
3. Reserving an industrial landing pad for City and Clay County economic development near existing industrial parcels.
4. Preservation of a majority of on-site wetlands.
5. Preservation of approximately 25 percent of the Property as open space, including the majority of wetlands.
6. Providing trails that connect to existing City trails, with all trails open to the public.
7. Providing parks for community residents and their guests.
8. Property taxes and other revenues generated will more than pay for public services for new residents.

Compatibility with Surrounding Uses

This Comprehensive Plan Amendment (“CPA”) application, along with the companion PUD rezoning application, will result in a maximum of 2,750 residential dwelling units and a maximum of 250,000 square feet of industrial space on the project site, which supports the projected growing population of the City and Clay County by providing for more housing options and job growth for current and future residents.

The Property is located to the south of the existing City boundary, adjacent to or near lands with FLUM designation of Recreation. The Property is located adjacent to or near lands with Clay County FLUM designations of Agricultural (AG) and Agricultural/Residential (AR) to the west, and Heavy Industrial (IB) to the south and east. The surrounding neighborhood has a variety of lot sizes and residential types, as well as a mix of industrial uses.

The companion PUD rezoning application will allow for a more efficient use of the site in a manner that ensures compatibility with the surrounding uses. The proposed site plan has increased buffers to minimize the impact of this development to surrounding residential properties.

City of Green Cove Springs Comprehensive Plan Analysis and Project Justification

The following Comprehensive Plan Elements have Goals, Objectives and Policies that support this application to amend the FLUM designation of the Property to Residential Medium Density (RMD) and Gustafson Activity Center (GAC). The Comprehensive Plan text is in **bold** below, with consistency analysis in *italics* below each goal, objective and policy.

FUTURE LAND USE ELEMENT

Goal 1

To develop and maintain land use programs and activities to provide for the most appropriate use of the land and direct growth to suitable areas while protecting the public, health, safety and welfare.

The Property is currently within the boundaries of unincorporated Clay County. By annexing the Property into the City of Green Cove Springs, the Council will provide for additional, much-needed housing in an area suitable for growth. The project is also reserving more than 100 acres within the Property for industrial uses, for potential business relocation that will benefit the City and Clay County. With the First Coast Expressway being built near the property, utility lines in place nearby and the adjacent railroad line, the proposed mixed-use project is appropriate.

Objective 1.2

The City shall assure that future land uses have essential facilities and services which meet locally established levels of service (LOS) standards and adopted as part of the Capital Improvements Element (CIE).

Policy 1.2.1 The City shall ensure that development orders are conditioned upon the provision of essential facilities and services which meet the established level of service standards and necessary to serve the proposed development by reviewing each site plan/development proposal to ensure compliance with concurrency and do not go beyond LOS threshold.

The Property is currently undeveloped. The proposed development will not exceed the adopted level of service thresholds for public facilities. The Applicant will extend utility lines and public roads to serve the project and surrounding lands.

Policy 1.2.3 The City shall review proposed annexation requests to determine if potential development may impact services provided by the City and governed by its concurrency management system such that the adopted level of service would be negatively affected at the maximum development potential for the properties under the City's proposed land use category. The impacts calculated shall recognize credits based on the development potential under the existing County land use designation. Parcels that are determined to negatively impact the City's ability to maintain its adopted level of service based on existing and planned improvements shall be required to enter into an agreement with the City prior to approval of a

final development order to mitigate impacts associated with the actual development plans consistent with the City's concurrency management system.

The Applicant will provide project roadway connection to County Road 15A and U.S. Highway 17 South, in the locations depicted on the Generalized Site Plan, and will extend water and sewer lines to the site. An existing railroad line runs adjacent to the site, for potential industrial use. The Applicant will provide parks to serve community residents and will construct an extension of the City's trail system that will be open to the public. The Applicant will preserve a majority of on-site wetlands as natural areas.

Objective 1.5

The City shall enforce innovative land development regulations for new developments, which protect the City's natural resources. Policies 1.5.1 Planned Unit Developments shall be encouraged to control growth and design.

Policy 1.5.1 Planned Unit Developments shall be encouraged to control growth and design.

This application to develop approximately 889 acres within the City will allow a maximum of 2,750 single-family and multi-family residential units and a maximum of 250,000 square feet of industrial space. Through the concurrent Annexation Application, the tax parcel will be brought within the City limits, allowing growth to occur within the City. The proposed PUD zoning designation will allow for a more efficient use of the site in a manner that ensures compatibility with the surrounding area.

Objective 1.6

Future land use densities and intensities shall be in accordance with the Land Use Element.

Policy 1.6.1.(a)(2) Medium Density Residential (>4 to 8 dwelling units per acre). This category consists primarily of duplex dwelling units and multi-family dwelling units. Single-family dwellings, churches, group homes, housing for the elderly and similar uses shall also be included

The companion PUD rezoning application proposes a maximum of 250,000 square feet of industrial space and a maximum of 2,750 single-family and multi-family residential units. The proposed densities and intensities of use will not exceed that permitted within the applicable Future Land Use Map designation.

PROPOSED Policy 1.6.1(i) Gustafson Activity Center (GAC) - This category is designed to implement the development of the Gustafson Activity Center as detailed in Future Land Use Element Objective 1.13 and its associated policies. Allowable uses include:

- 1. Industrial Uses as set forth in Policy 1.6.1(c); and**
- 2. Commercial Uses as set forth Policy 1.6.1(b)(3); and**

- 3. Residential Uses as set forth in Policy 1.6.1(a)(2) and (3); and**
- 2. Recreational Uses as set forth in Policy 1.6.1(f).**

The GAC category shall be regulated by the criteria in Future Land Use Objective 1.13 and its supporting policies.

The companion PUD rezoning application proposes industrial and higher-density residential land uses within the portion of the Property located south of the existing Jersey Avenue. The industrial area can be used to attract new industrial businesses that rely on the adjacent railroad line and future First Coast Expressway to this area of the City and Clay County. Densities and intensities of uses will meet applicable requirements of the Comprehensive Plan.

Objective 1.7

The City shall discourage the proliferation of urban sprawl through the appropriate land use.

The proposed mixed-use project will discourage urban sprawl by annexing the Property into the City's corporate boundaries and providing a future land use designation appropriate for the area. With the First Coast Expressway being constructed near the Property, growth will occur in this area. Section 9J-5.003(134), Florida Administrative Code, defines urban sprawl as urban development or other uses which are located in predominantly rural areas, or rural areas interspersed with generally low-intensity or low-density uses. This site is located adjacent to the City limits, in an area with fairly high density residential uses, along with commercial and industrial uses. The City has utility lines near the site, which can be extended by the Applicant to serve the project. U.S. Highway 17 and County Road 15A are existing collector roads that serve the Property, and the First Coast Expressway will soon be available for travel. The proposed density of the project is not low-density, nor is it leapfrog or scattered development.

Policy 1.7.1 The location and timing of new development and the issuance of permits shall be coordinated with the availability of public facilities (including, but not limited to: central sewer, potable water, drainage, roads, and solid waste collection) through implementation of growth management measures such as infill development phasing, programming and appropriate over-sizing of public facilities and zoning and subdivision regulations.

The residential units and industrial uses within the Property can be easily served by the existing County Road 15A and U.S. Highway 17 South for access. The project will also be served by the future First Coast Expressway, which is under construction to the south. A rail line is located along the eastern boundary of the site. Project utilities will be provided as required by applicable provisions of the Code. The availability of utilities in the City required to serve the project will be accessed at the time of design. The Applicant will extend all water and sewer lines to serve the Property.

Policy 1.7.2 The City Limits shall define the urban service area for land planning purposes. The City provides the same level of service to all of the properties within its boundaries and will consider its ability to offer the same level of service to

properties under consideration for annexation prior to accepting additional lands into the City.

The Property is located adjacent to the existing city limits, and thus the City's urban service area boundary, and the Applicant has requested to include the site within said boundary via the pending annexation and CPA applications.

Policy 1.7.3 The City shall promote the annexation of property located within the Green Cove Springs utility service boundary.

The Property is located within the City's electricity grid. Historically, the City provided electricity to the Gustafson's plant on the project site.

Objective 1.10

The City may approve amendments to the Comprehensive Plan that are consistent with state law.

Upon the City's approval of the companion annexation application, the Property will be within the corporate boundaries of Green Cove Springs. Then City then has the legal authority to amend its Comprehensive Plan to give the Property the requested Residential Medium Density and Gustafson Activity Center future land use designaions.

Objective 1.14 - PROPOSED

The City shall adopt Future Land Use Map Amendments with specific development conditions that are consistent with the City's adopted Level of Service (LOS) standards and Future Land Use Element, and compatible with the surrounding uses.

Policy 1.14.1: Future Land Use Map (FLUM) Amendment 20-XXXX adopted by Ordinance Number xxxxx on Mm/dd/yyyy for property located at ... and changed the future land use from County Industrial and County Rural Fringe to Residential Medium Density shall meet the requirements of all applicable goals, objectives, policies, and map designations of the Comprehensive Plan; however, land use/development potential made available by FLUM Amendment XX-000X is hereby limited based on the following:

- 1. The property shall be developed as a Planned Unit Development in coordination with FLUM20xxx.**
- 2. Recreational facilities shall be provided commensurate with the City's Level of Service standard for Recreation set forth in the Recreation and Open Space Element, policy 6.3.4.**
- 3. Shall partner with the City regarding the development of the Gustafson Regional Park.**

4. Prior to final development approval, the property owner/developer will be required to submit a traffic analysis that is consistent with the City's Traffic Study Guidelines and Concurrency Management System requirements; and

5. The property owner/developer will be required to provide all necessary traffic improvements as determined by the traffic analysis, or provide (as to required improvements for which proportionate share payments would be applicable by the City's Code of Ordinances) required proportionate share contribution payments.

The Applicant will submit a Planned Unit Development rezoning application for the Property, which will include the proposed maximum 2,750 residential units and 250,000 square feet of industrial space. Recreational facilities for the proposed residential units will comply with Policy 6.3.4. The Applicant will partner with the City on development of the Gustafson Regional Park. The Applicant will submit a traffic study with the PUD rezoning application and will provide all traffic improvements identified in such analysis.

TRANSPORTATION ELEMENT

Objective 2.8 Site Development Traffic Circulation

The City shall require that all major developments and planned unit developments provide a circulation system which: provides adequate access to the major roadway network; provides for sound design of local and collector streets within such development; provides for the development of multi-use trails, and otherwise provides for the objectives and policies of the Land Use and Transportation Plan.

The Applicant will utilize the existing County Road 15A and U.S. Highway 17 South to access the proposed development, in the locations depicted on the Generalized Site Plan. Internal roads will be public. As depicted on the Generalized Site Plan, the Applicant will include internal automobile, bicycle and pedestrian interconnectivity within the Property and, to the extent practicable, adjacent lands.

HOUSING ELEMENT

GOAL 3

The City of Green Cove Springs shall make provisions for adequate and affordable housing that meets the physical and social needs of all segments of the current and future population of the City.

This application supports the projected growing population of the City by providing more housing options for current and future residents. According to the Office of Economic and Demographic Research, Clay County's population will increase to 300,961 by 2045, and the City's population is expected to increase proportionately. This application and the companion PUD rezoning application will result in a maximum of 2,750 additional residential dwelling units on the subject Property, an increase in the variety of housing within the City. The project will provide a variety of lot sites and hence a range of market rate prices for housing within the City.

Objective 3.1 Adequate and Affordable Housing

The City shall continue to assist the private sector in providing dwelling units of various types, sizes, and costs to meet the housing needs of the current and future residents and residents with special housing needs.

This Application permits a maximum of 2,750 residential units, supporting the objective to provide dwelling units of various types, sizes and costs.

SANITARY SEWER, SOLID WASTE, DRAINAGE, POTABLE WATER AND ACQUIFER RECHARGE ELEMENT

GOAL 4

The City of Green Cove Springs shall provide sanitary sewer, solid waste, drainage and potable water facilities and services to meet the needs of existing and future populations.

Policy 4.1.3 All improvements for replacement, expansion, or increase in capacity shall be compatible with the adopted level of service standards for facilities.

The proposed development will not exceed the adopted level of service thresholds for public facilities and shall be compatible.

Objective 4.6

Future development shall be required to connect with central sewer and water systems and provide drainage facilities which maximize the use of existing facilities and discourage urban sprawl.

As part of the subdivision approval of this project, the development will use existing water and sewer facilities. Drainage facilities will be provided on site.

CONSERVATION ELEMENT

GOAL 5

The City of Green Cove Springs shall conserve, utilize, and protect its natural resources to ensure that adequate resources are available for future generations.

The Applicant will preserve a majority of on-site wetlands and adjacent uplands within the project, which shall enhance the natural attributes of the site. This preservation will ensure that natural and environmental resources will be available for existing and future generations.

Objective 5.6

Consistent with Objectives and Policies of the Conservation Element, the City will protect significant habitats of viable populations of threatened or endangered species.

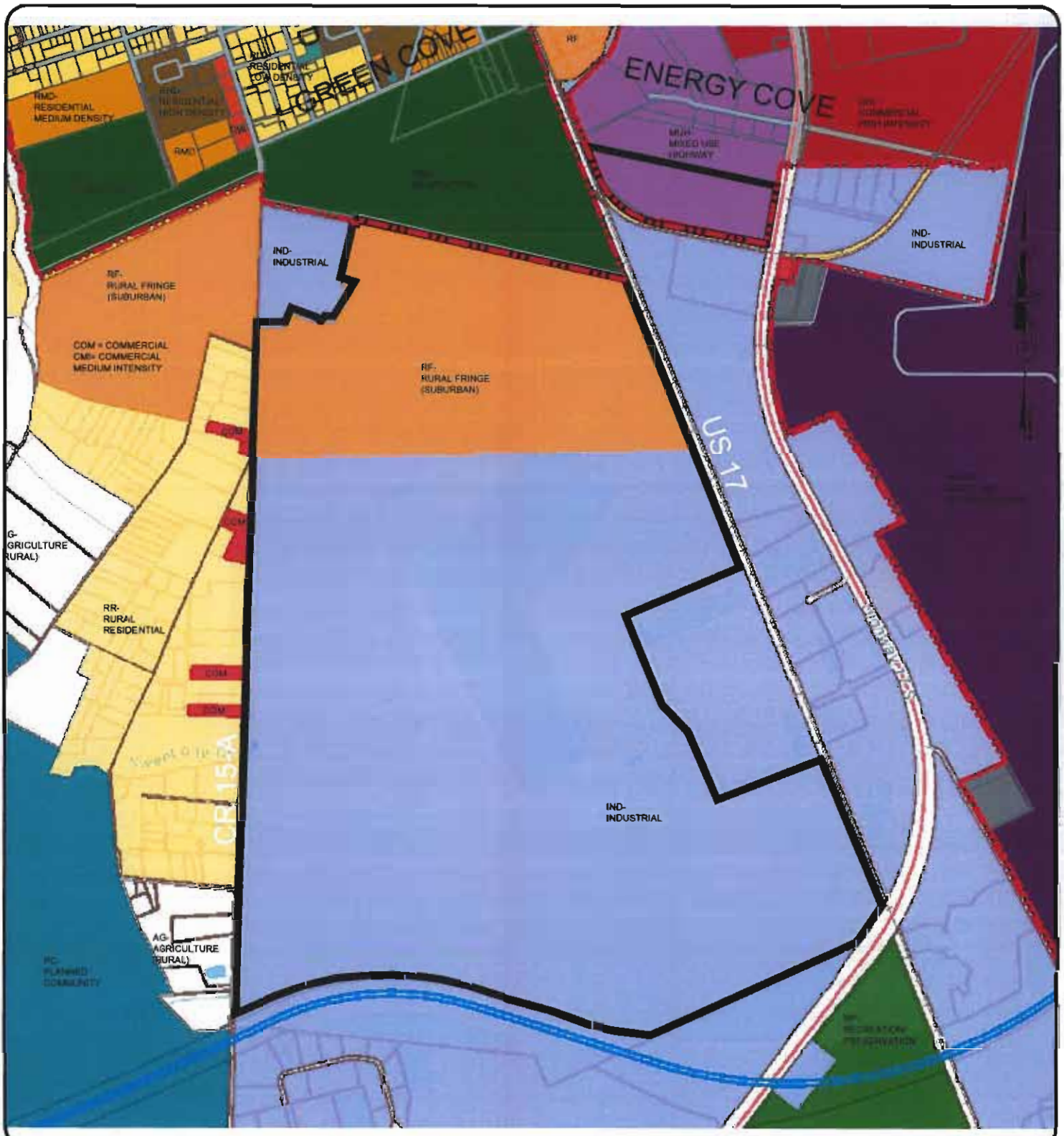
The Applicant will notify all appropriate federal, state, regional and local agencies regarding any listed species and critical habitats located within the Property and will comply with the applicable laws, rules and regulations that protect listed species.

RECREATIONAL AND OPEN SPACE ELEMENT

GOAL 6

To provide and maintain a full range of recreational activities to meet the cultural, social and athletic needs of the City and provide open space to meet the aesthetic, health, safety, and welfare needs of its citizens and visitors.

The Project will be a complete neighborhood, with parks and recreational amenities that provide a high quality of life for residents of the proposed 2,750 homes. The Applicant will provide parks and recreational amenities within the project.



Dunn & Associates, Inc.

CIVIL ENGINEERS / LAND PLANNERS
 8847 Brycins Road, Suite 200
 Jacksonville, Florida 32256
 Phone: (904)363-8816 Fax: (904)363-8817

**EXISTING FUTURE LAND
 USE MAP**

Project Name : Ayrshire PUD

Project No : 2008-499

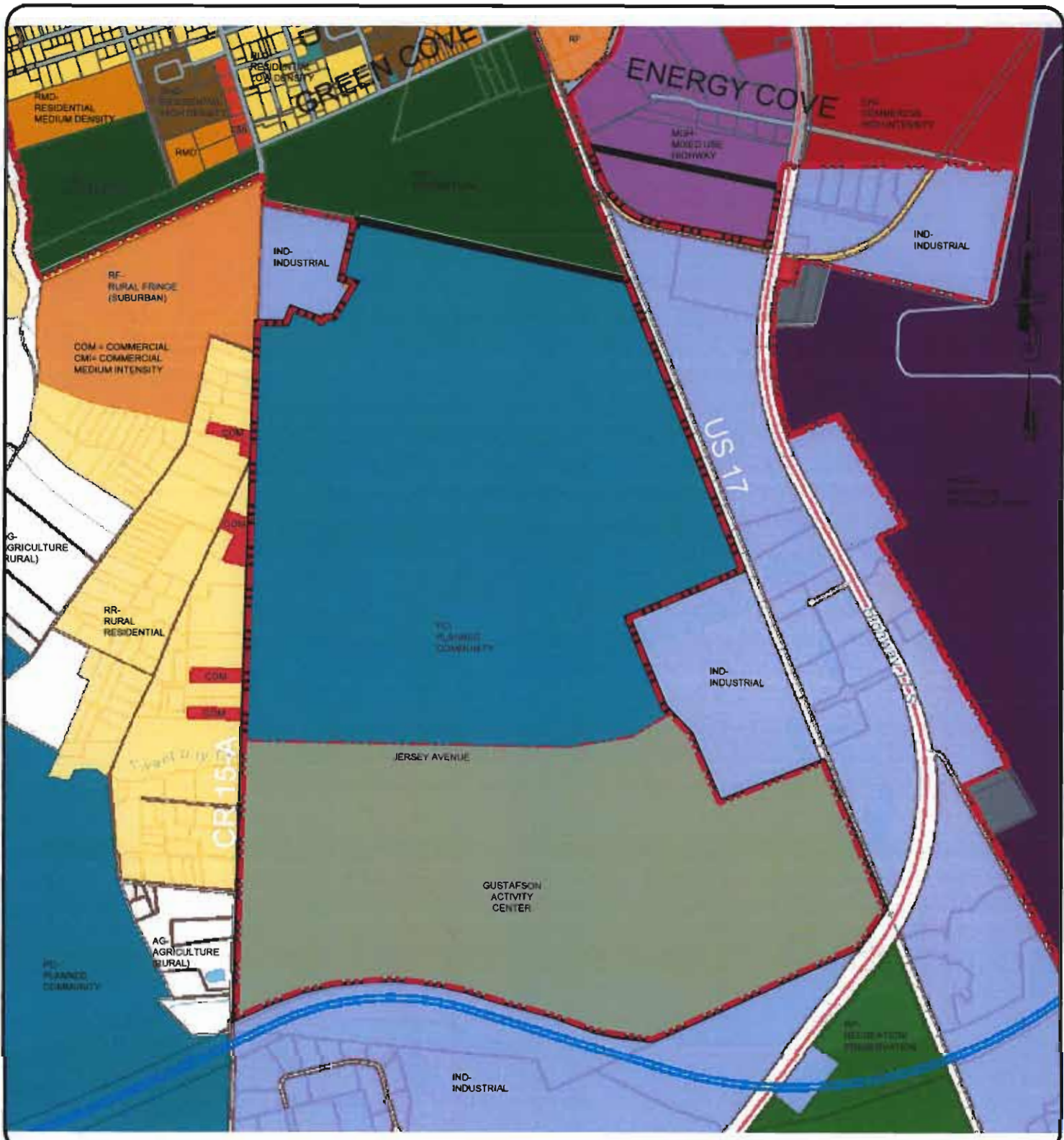
Drawn By : MR

Checked By : VJD

Date : November 16, 2020

Site Location : EAST SIDE OF CR15-A

Scale : 1" = 1400'



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 CIVIL ENGINEERS / LAND PLANNERS
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PROPOSED FUTURE LAND USE MAP

Project Name : Ayrshire PUD		Site Location : EAST SIDE OF CR15-A
Project No : 2008-499	Drawn By : MR	
Checked By : VJD	Date : November 16, 2020	Scale : 1" = 1400'



42 Master Drive St. Augustine, FL 32084
Tel: 904.540.1786
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October 23, 2020

BY EMAIL:

jrgislason@drhorton.com

John Gislason
Land Acquisition
D.R. Horton
4220 Race Track Road
St Johns, Florida, 32259

SUBJECT: Environmental Assessment Report
D.R. Horton - CR 15A (Gustafson) Parcel
Green Cove Springs, Florida

Dear John,

Thank you for contacting Carter Environmental Services (CES). We appreciate the opportunity to be of service to you. The purpose of our work on the referenced property was to preliminarily assess the onsite wetlands as defined by both the Army Corps of Engineers and the St Johns Water Management District. Additionally, CES was also tasked with performing a preliminary protected species assessment of the subject property.

I trust that this information will be helpful in your preliminary planning. Please call Ryan Carter or myself if you have any questions or need additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Jeff".

Dave Jeff
Senior Project Manager



1.0 CURRENT SITE CONDITIONS

The subject property (County Road 15A/Gustafson parcel) is approximately 881.17 acres in size. It is bound to the north by a parcel owned by Green Cove Springs which is composed of undeveloped uplands and wetlands, to the east by a CSX railway, to the south by the First Coast Outer Expressway and to the west by County Road 15A. More specifically, the property is located within Section 38, Township 06 South, Range 26 East, Clay County, Florida. The Clay County parcel identification number is listed as: 38-06-26-016515-000-00.

Historically, the parcel was utilized as a dairy farm with many of the ponds and ditches acting as stormwater/wastewater treatment. However, the dairy is no longer in service and the site has remained unmanaged and has been allowed to go fallow. This has resulted in dense vegetation growth in many portions of the site along with proliferation of many invasive exotic plants including but not limited to: coral ardisia (*Ardisia crenata*), camphor tree (*Cinnamomum camphora*), wild taro (*Dioscorea bulbifera*), cogongrass (*Imperata cylindrica*), Peruvian primrosewillow (*Ludwigia peruviana*), Brazilian pepper (*Schinus terebinthifolia*), tropical soda apple (*Solanum viarum*), Caesar's weed (*Urena lobata*) and Chinese tallow (*Sapium sebiferum*). Additionally, large drainage ditches placed prior to State/Federal wetland protection rules have resulted in the hydrologic drawdown and alteration of the groundwater table.

1.1 Wetlands

Pursuant to the current methodologies of the U.S. Army Corps of Engineers (ACOE), St. Johns River Water Management District (SJRWMD) and Florida Department of Environmental Protection (DEP), CES conducted a full wetland delineation of the subject parcel in 2020 (see Figure 3). Prior to our field work, our investigation included a Geographic Information System (GIS) review of the relevant maps for the area, including: the U.S.G.S. topographic sheet, the National Wetlands Inventory (NWI) map, the *Soil Survey of Clay County, Florida*, Digital Elevation Model and both current and historic aerial photographs (from 1953, 1970, 1984, 1999-current) of the project area.

Wetlands are defined by the state and federal government as “those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and under normal circumstances do support, a prevalence of vegetation that is typically adapted for life in saturated soil conditions.” Criteria that make up a jurisdictional wetland include hydrophytic vegetation (wetland plants), hydric soils, and evidence of hydrology. ACOE requires all three criteria while the state agencies (SJRWMD and DEP) require only two of the three criteria.

CES has delineated approximately 137.28 acres of wetlands and has aerielly interpreted



approximately 8.16 acres of wetlands (See Figure 3). CES has requested a pre-application informal wetland review with SRJWMD which will be completed by the end of 2020. Following the review, the wetland flags will be ready for survey and incorporated into the engineering plans along with areas which SJRWMD and CES will agree on via aerial interpretation. These are areas that are too thick to delineate and/or had large drainage ditches in which we were unable to access with a front deck hydraulic mower.

Also, CES will apply for an approved jurisdictional determination (AJD) with ACOE which will be pursuant to the new federal Navigable Waters Protection Rule. The AJD will clarify which onsite features are and are not jurisdictional to ACOE and ultimately what type of ACOE permitting will be required (i.e. no permit required letter, Nationwide Permit, Individual Permit).

1.2 Wetland Impact Considerations (SJRWMD)

Both SJRWMD and ACOE require applicants to demonstrate elimination and reduction of wetland impacts. However, for the State (SJRWMD), regionally significant mitigation (i.e. mitigation bank credits) offers a distinct advantage. Mitigation Banks meet the “out rule” as outlined in Section 10.2.1.2 (b) Applicant’s Handbook Volume I which states:

The Agency will not require the applicant to implement practicable design modifications to reduce or eliminate impacts when:

- a) *The ecological value of the functions provided by the area of wetland or other surface water to be adversely affected is low, based on a site specific analysis using factors in section 10.2.2.3, below, and the proposed mitigation will provide greater long term ecological value than the area of wetland or other surface water to be adversely affected, or*
- b) *The applicant proposes mitigation that implements all or part of a plan that provides regional ecological value and that provides greater long term ecological value than the area of wetland or other*

1.3 Wetland Impact Considerations (ACOE)

As mentioned above, the AJD and proposed impacts will dictate the extent of the required federal permitting. The project will either receive a “no permit required” letter, a Nationwide Permit or Individual Permit. Should the project require a wetland impacts, the follow discussion below will be applicable.

While projects with the District can meet the “out provision” of 10.2.1 Applicant’s Handbook Volume I by purchasing mitigation bank credits or providing other mitigation



that provides regional significant value and greater term ecological value than the wetlands being impacted, the ACOE does not have such an "out provision".

With the ACOE, avoidance and minimization of wetland impacts must be demonstrated in exhaustive detail. A project's wetland impacts must be thoroughly justified, unless the project can demonstrate a benefit to public health, safety or welfare. Examples of a public benefit would be a public roadway, homeless shelter, hospital, etc. Typically, the ACOE will allow activities such as wetland road crossings to reach usable uplands but will not allow lot fill for wetlands unless a pro forma is provided demonstrating wetland impacts are necessary to maintain a 10% return on the project. The 10% profit is the maximum that the Supreme Court has allowed for impacting wetlands for economic gain.

1.4 Mitigation Costs

The project is situated within SJRWMD Drainage Basin 8. Currently, mitigation bank credits within this basin are currently ratio only. We expect the UMAM mitigation bank to have subsequent releases by the time this project would be in need of mitigation. Both UMAM and ratio credits have currently been selling for \$100,000. Based on the general onsite wetland quality, CES estimates the cost per acre of wetland impact for UMAM credits will equate to \$70,000 per acre. However, if UMAM credits are not available, ratio credits will be more costly and could range from \$150,000-\$200,000 per acre of fill. The cost of the wetland mitigation can be reduced by placing a regulatory conservation easement over the remaining wetlands onsite. Once the wetland lines are approved and we receive a final site plan, CES will be able to better estimate the total cost of wetland mitigation.

1.5 Listed Species

CES has conducted a limited pedestrian survey of the proposed project area to assess the presence of or potential utilization by any threatened, endangered, or species of special concern (SSC) as listed by the U.S. Fish and Wildlife Service (FWS) or the Florida Fish and Wildlife Conservation Commission (FWC). Prior to the site visit, CES compiled a list of potentially occurring species. The resources used to compile this list included a literature review of the soil units mapped on-site and both historic and current aerial photographs of the property.

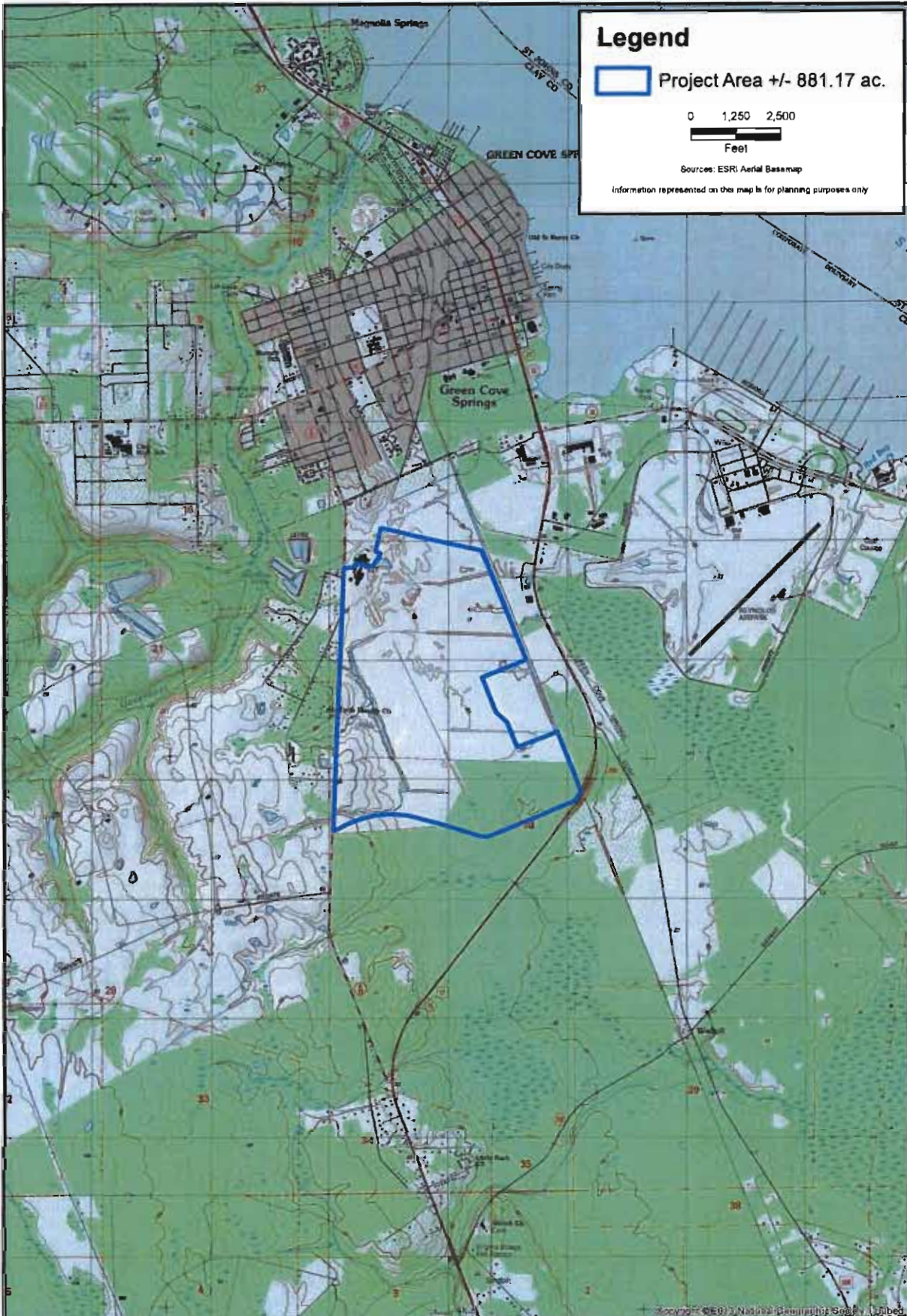
CES located one (1) gopher tortoise (*Gopherus polyphemus*) burrow onsite. Prior to construction, a 100% survey will be required and the proper FWC gopher tortoise relocation permit will need to be obtained.



Utilizing the FWC Eagle Nest Locator Database, there are no active bald eagle (*Haliaeetus leucocephalus*) nests on record within a 1,500-foot radius of the property. One nest (CL009) is located south of the project boundary (south of the First Coast Outer Expressway). However, the nest has been listed as inactive since 1990. Therefore, there should be no regulatory concern for bald eagles on the subject property.

Lastly, CES has determined there are active wading bird rookeries within the large central pond. The pond will need to be surveyed during the spring nesting season to determine the full extent/usage and exactly which wading bird species are utilizing the site as a rookery and the FWC restrictions placed on the rookery areas. To date, CES has observed one (1) little blue heron rookery. During nesting season (March through August), a 330-foot buffer must be maintained around protected wading bird species rookeries. Outside of nesting season, the only restriction is no development (disturbance) can occur within 50-feet of the nest trees. The buffer areas are mostly contained within the pond area. Please refer to Figure 4 which depicts the presumed rookery areas and their buffers. Again, more information will be presented following the full spring rookery assessment.

We trust that this information is helpful. Please contact us with any questions or concerns you may have.



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Location Map
Gustafson CR15A
 Clay County, Florida

Project:	5.20092
Date:	Oct 09 2020
Figure:	1



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Soils Map
Gustafson CR15A
 Clay County, Florida

Project:	5.20092
Date:	Oct 09 2020
Figure:	2

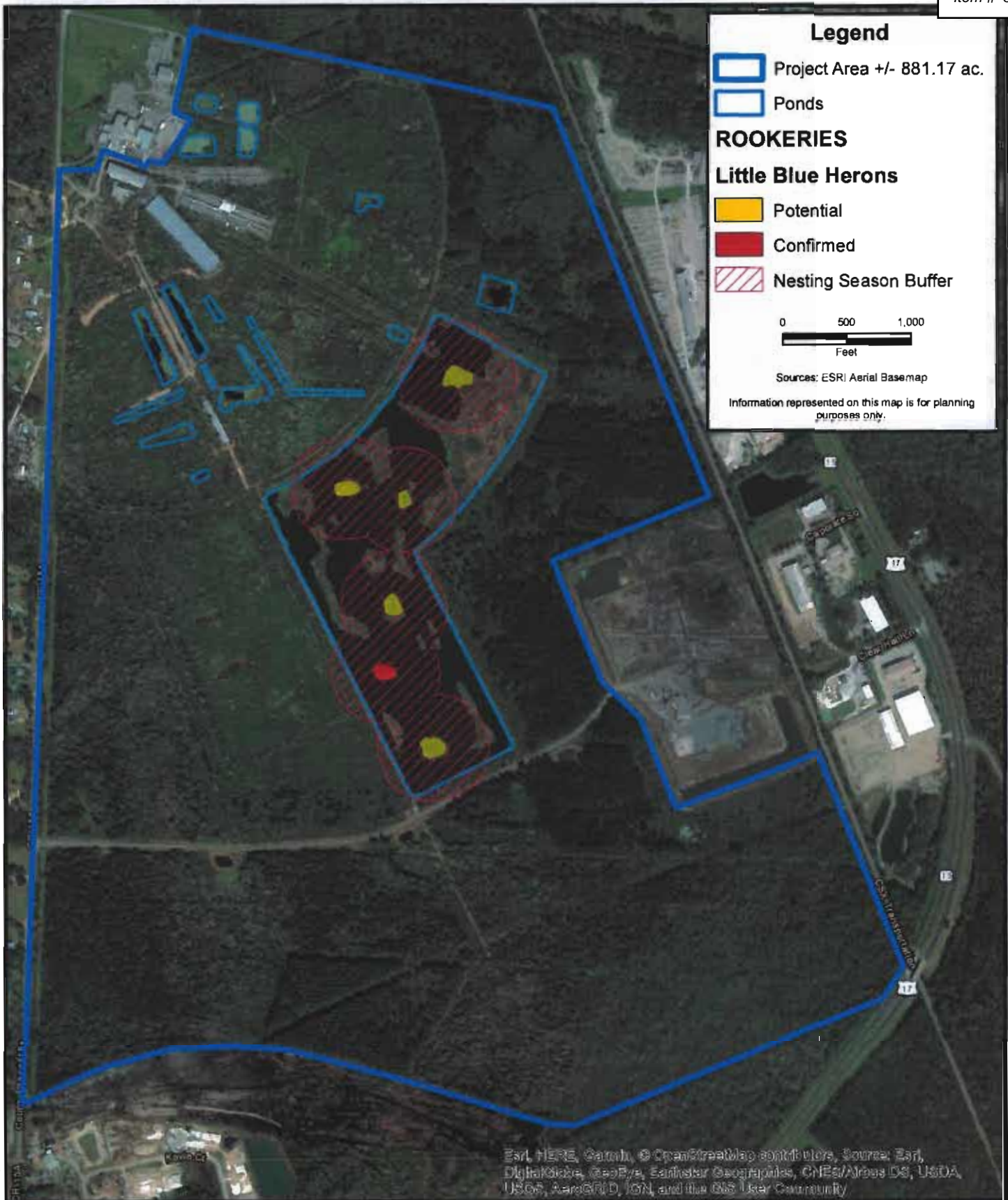


Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, AeroGRID, IGN, and the GIS User Community

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Wetland Delineation Assessment Map
Gustafson CR15A
 Clay County, Florida

Project:	5.20092
Date:	Oct 23 2020
Figure:	3



Legend

- Project Area +/- 881.17 ac.
- Ponds

ROOKERIES

Little Blue Herons

- Potential
- Confirmed
- Nesting Season Buffer

0 500 1,000
 Feet

Sources: ESRI Aerial Basemap
 Information represented on this map is for planning purposes only.

F:\CES Projects\Project Files\Wading Bird\Project Files\2020\6.20092 DR CR 15A\GIS\SWX\DR CR 15A Wading Bird Rookeries.mxd

Esri, HERE, Garmin, © OpenStreetMap contributors, Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

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Wading Bird Rookery Implications Map

DR CR 15A

Project: 5.20092	Clay County, FL	Date: Sep 21 2020
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 Figure: 44



*Housing Needs Analysis
Ayrshire Residential Community
Green Cove Springs, Florida*

November, 2020

Prepared for
D.R. Horton
St. Johns, Florida

By
URBANOMICS, Inc
Ponte Vedra Beach, Florida

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1. Background and Summary

STUDY OBJECTIVE AND SCOPE

Objective

URBANOMICS, Inc., was retained by D.R. Horton to prepare a housing needs analysis for its proposed “Ayrshire” residential community in and adjacent to the City of Green Cove Springs. This “Needs Analysis” is required by the City to demonstrate the need for a Comprehensive Plan Amendment to accommodate the proposed development. As proposed, this community would contain a maximum of 2,750 housing units, including single-family homes on a mix of 40-foot and 50-foot lots and attached townhomes.

Scope of Analysis

This report analyzes and describes housing market characteristics of and trends in Clay County and the Green Cove Springs area as background for assessing and projecting demand (needs) for new housing to accommodate future population and household growth in the Green Cove Springs area. Analyses and findings are presented in three sections of this report.

A further description of the proposed development is provided in this section below, followed by an executive summary of key findings detailed in Sections 2 and 3. Section 2. Housing Market Characteristics and Trends details and analyzes trends in the numbers and types of residential building permits issued and in the numbers and prices of homes sold in recent years. The focus of this needs analysis is the Green Cove Springs zip code area (32043), and the Green Cove Springs Planning District, and the adjacent Penney Farms/Asbury Planning District. Planning Districts are those defined by the County.

Section 3. Housing Demand/Needs Analysis, presents analyses and projections of County and local area population and household growth to year 2040. These population and household projections provide the basis for assessing and projecting demand/needs for new housing units in the Green Cove Springs area, as needed to accommodate future numbers of new households.

PROJECT SITE AND LOCATION

The proposed site consists of property totaling approximately 890 acres located on the south side of the City of Green Cove Springs, as shown on the map below. The property is currently located in unincorporated Clay County and is proposed to be annexed into the City of Green Cove Springs.

The site is bounded along its east side by the CSX Railroad and on the west by County Road 15A (CR15A), S. Oakridge Avenue, a two-lane road linking State Road 16 (SR16) to the north and U.S. Highway 17 (US17) to the south. Green Cove Avenue is its northern border and the right-of-way of the proposed First Coast Expressway “outer beltway” is the southern boundary of the property. Future road connections are proposed to US17 on the northeastern side of the project and two locations on CR15A along the western boundary.



The 3,267-acre Governors Park development is also shown on the map. Approved in 2009, this Development of Regional Impact (DRI) is planned for 6,294 housing units, plus over 3.5 million square feet of commercial and industrial space. No development has taken place to date, as developers may be awaiting construction of the proposed First Coast Expressway interchange within the project boundary in the coming years.

SUMMARY OF FINDINGS

Housing Market Trends

- Clay County averaged 1,015 permits for new single-family homes annually in past five years, including 1,246 in 2019. The City of Green Cove Springs averaged 138 single-family home permits per year, including 167 in 2019. Single-family homes were 92.2 percent of all permitted housing units countywide.

- The market share of existing home sales in the Green Cove Springs area increased nearly threefold from 7.7 percent of countywide sales in 2015 to 19.4 percent in 2019.
- New single-family home sales in Zip Code 32043 increased from 20.4 percent of countywide sales in 2015 to 44.1 percent in 2020 through September. This is among a growing list of indicators that the Green Cove Springs area is becoming the emerging Clay County growth center.
- The average price for new single-family homes sold in 2020 through September is \$251,742, which is 90.3 percent of the countywide average. Most desirable were new homes priced from \$200,000 to \$225,000, which accounted for 32.7 percent of 2020 sales, followed by 18.2 percent for new homes sold from \$225,000 to \$250,000.
- Median household incomes in two St. Johns County zip code areas across the river from Green Cove Springs are twice that in Zip Code 32043. Wide differences in median incomes and housing prices indicates that the Green Cove Springs area may provide an attractive lower cost housing alternative to regional commuters. This is a very marketable feature as the First Coast Expressway progresses toward completion to I-95 over the next ten years.

Future Population Growth

- Demand or need for housing is driven by expected or projected growth of the local resident and seasonal population. For Clay County, the resident population is dominant, as the second homes and vacation housing are not a significant demand factor for most of the County.
- Projections of the resident population by County Planning District in five-year increments to 2040 are presented in the 2017 Evaluation and Appraisal Report of the Clay County 2040 Comprehensive Plan. They show the County adding 70,700 new residents from 2020 to 2040.
- Greatest population increases are projected for the Green Cove Springs Planning District and the adjacent Penney Farms/Asbury Planning District, which would add a projected 26,531 and 25,685 new residents, respectively. Projected population growth in these two Planning Districts account for a significant 73.9 percent of all countywide population growth from 2020 to 2040.
- Key reasons for this concentration of growth in central and southeastern sections of the County include an abundance open developable land and the expected economic impact of completing the construction of the First Coast Expressway "outer bypass" to I-95 in St. Johns County in the next ten years.

Housing Demand/Needs

- Projected population growth in the Green Cove Springs Planning District and adjacent Penney Farms/Asbury Planning District will generate 9,906 and 9,016 new households, respectively, from 2020 to 2040. Household projections reflect average household sizes (persons per household) that vary by District.
- These new households will, in turn, generate demand/need for 10,851 and 9,735 new housing units, respectively, from 2020 to 2040. Projections of housing demand/needs are based on applying vacancy factors to household projections, inasmuch as some units are vacant until sold or rented to new occupants or are vacant for other reasons.
- Population projections in the 2040 County Comprehensive Plan's Evaluation and Appraisal Report are based in part on projections for Florida counties made by the University of Florida's Bureau of Economic and Business Research (BEBR). These projections tend to be conservative and may not fully reflect the potential impact of the completion of the First Coast Expressway on future housing demand in the County. It is entirely likely that the County, particularly the greater Green Cove Springs area, will experience a higher level of population and household growth and resultant housing demand/needs than indicated by existing County projections.

Implications for the D.R. Horton's Ayrshire Community

- There are two large-scale approved developments in the Green Cove Springs Planning District – the Governors Park DRI and a small part of the Saratoga Springs DRI, which has been dormant for the 14 years since its approval. The two projects have a combined total of 7,570 housing units, compared to a demand/need for 10,851 units from 2020 to 2040.
- In addition, there are several much smaller residential projects in development and proposed in the Planning District, including Magnolia West (Phases 3 & 4), Edgewater Landing, Traceland, Black River Village, and Willow Springs. Altogether, these projects may another 500 un-permitted and un-built units.
- D.R. Horton proposes a maximum of 2,750 residential units in its Ayrshire community. The addition of this project would raise the number of potential new housing units to around 10,820, if and when all are fully built out. This is slightly less than the projected and potentially conservative demand for 10,851 housing units in the Green Cove Springs Planning District by 2040. The proposed Ayrshire community fits within projected demand/needs for new housing in Green Cove Springs area by 2040 and helps fulfill those needs.

2. Market Characteristics and Trends

HOUSING MARKET CHARACTERISTICS

Housing Types and Mix

Details presented in the most recent 2010 US Census provide a useful starting point for characterizing, understanding, and analyzing the Clay County housing market. The market consists of a combination of site-built detached single family homes, attached and multifamily units, and mobile homes. Their numbers and market shares vary widely in different areas of the County, as shown in Table 1 by County Planning District.

Single-family homes are the dominant type, having accounted for 70.7 percent of all units in 2010, followed by multi-family units (16.0 percent) and mobile homes (13.2 percent). The largest concentration of single-family homes in 2010 was in the Doctors Inlet/Ridge district, with over 21,000 units and representing a 39.1 percent share of the County total.

Largest shares of multi-family units in 2010 were in the Orange Park and Doctors Inlet/Ridge districts, both with over 4,000 units, representing 33.7 and 32.7 percent shares of the County total, respectively. The largest concentration of mobile homes in 2010 was in the Middleburg/Clay Hill district, with nearly 4,000 units and representing a 38.9 percent share of the County total. The Keystone Heights district had almost 3,000 mobile homes in 2010, a 28.7 percent share of the County total.

Table 1. Housing Mix by County Planning District, 2010

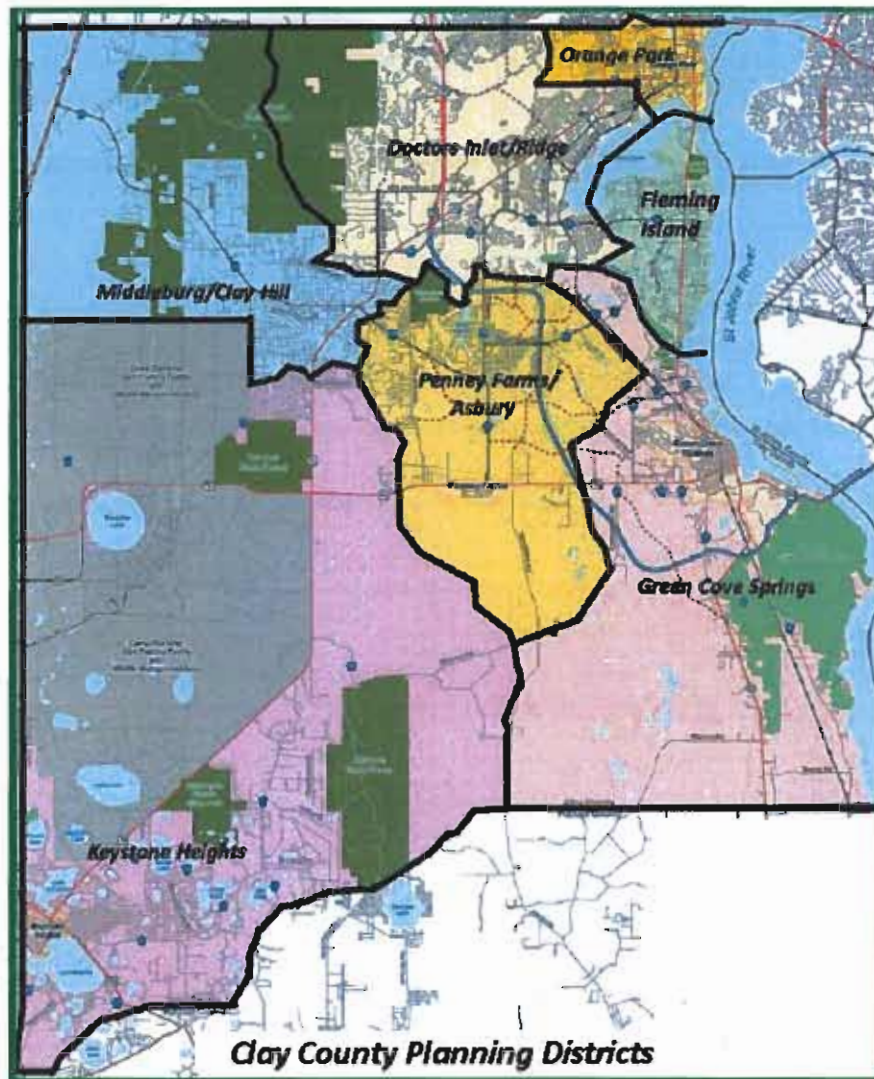
Planning District	Single-Family (1)	Multi-family (2)	Mobile Home (3)	Total
Orange Park	6,491	4,145	6	10,650
Doctors Inlet/Ridge	21,153	4,019	1,512	26,694
Fleming Island	9,941	2,497	132	12,570
Middleburg/Clay Hill	2,665	98	3,931	6,694
Penney Farms/Asbury	4,614	547	489	5,650
Green Cove Springs	4,349	748	1,133	6,210
Keystone Heights	4,823	261	2,895	7,979
TOTAL	54,046	12,303	10,098	76,447

(1). Detached homes.

(2). Residential buildings with two or more units.

(3). Includes a small number of boats and unspecified residential structures.

Sources: www.usa.com (2010 Census data); URBANOMICS, Inc.



This report focuses on housing needs, demand, and opportunities in the Green Cove Springs district and adjacent Penney Farms/Asbury district. In 2010, these two districts accounted for a modest 15.5 percent combined share of all housing units in the County, including 8.1 percent of the County total in the Green Cove Springs district and 7.4 percent in the Penney Farms/Asbury district.

In contrast to the 71-16-13 percent (single family-multifamily-mobile home) mix of housing types countywide in 2010, the mix was 70-12-18 percent in the Green Cove Springs district and 81-10-9 in the Penney Farms/Asbury district. **As development in these two districts continues in the future, as projected, and they become more suburban, the mix of housing types is very likely to become more like that in the Doctors Inlet/Ridge and Fleming Island districts, which in 2010 had a combined 79-17-4 percent housing mix of single-family, multi-family, and mobile homes.**

Housing and Household Characteristics

Housing and household characteristics detailed by Census Tract in the 2010 Census include housing vacancy rate, average household size (i.e., number of persons per household), and the percentage of owner-occupied households. Census Tract data grouped by Planning District for these factors, plus the numbers of housing units and households, are presented in Table 2. **Note:** Numbers of housing units in Table 2 do not match those in Table 1 above, as two different online sources of Census Tract data were used. These differences, however, have little or no effect on the housing and household characteristics analyzed in this subsection.

Housing Vacancy Rate. A countywide housing vacancy rate in 2010 of 8.9 percent occurred during the depth of the national economic downturn that began in 2008 and has long since come back. The Green Cove Springs district had the second highest vacancy rate (10.8 percent) at that time, but has long since dropped into single digits. The Keystone Heights district had the highest vacancy rate (15.6 percent) in 2010. However, 40 percent of vacant units in this district were classified as seasonal, indicating that the vacancy rate for year-round units would have been much lower. Only 10 percent of vacant units in the Green Cove Springs district were seasonal.

Table 2. Selected Housing Characteristics by County Planning District, 2010

Planning District	Number of Housing Units	Vacancy Rate (%)	Number of Households	Persons Per Household	Occupied by Owner (%)
Orange Park	10,361	9.2	9,657	2.45	58.0
Doctors Inlet/Ridge	26,041	8.0	23,956	2.90	78.3
Fleming Island	12,401	5.9	11,674	2.77	80.1
Middleburg/Clay Hill	6,895	8.3	6,121	2.90	86.0
Penney Farms/Asbury	5,493	7.8	5,066	2.82	80.6
Green Cove Springs	5,937	10.8	5,297	2.59	71.7
Keystone Heights	8,080	15.6	6,821	2.62	83.6
TOTAL	75,478	8.9	68,592	2.76	76.6

Source: usboundary.com (2010 Census Data); URBANOMICS, Inc.

Average Household Size. The countywide average household size in 2010 was 2.76 persons. This average varied widely among districts, from a low of 2.45 in the Orange Park district to highs of 2.90 in the Doctors Inlet/Ridge and Middleburg/Clay Hill districts. Averages in the Green Cove Springs and Penney Farms/Asbury districts, respectively, were 2.59 and 2.82. **The Green Cove Springs district average household size will increase over time toward the county average as new residential development occurs, including the Governors Park development and D.R. Horton's proposed Ayrshire community.**

Home Ownership. The countywide homeownership rate in 2010 was 76.6 percent. Four of seven Planning Districts had ownership rates over 80 percent. The Orange Park district had the lowest rate (58.0 percent), largely because of its high percentage of rental apartments. The ownership rate in the Green Cove Springs district will increase over time from 71.7 percent in 2010 as planned and proposed residential communities develop and completion of the First Coast Outer Beltway draws new residents to this part of the county.

Household Income. Household income is central to determining the ability to purchase or rent housing and the marketable price of housing. In this regard, the estimated median household income in Clay County is 11 percent higher than that in Duval County (\$56,359) and 95 percent of that in Nassau County (\$66,106), but only 75 percent of that in St. Johns County (\$82,970).

Table 3. Household Income by Zip Code Area, 2020

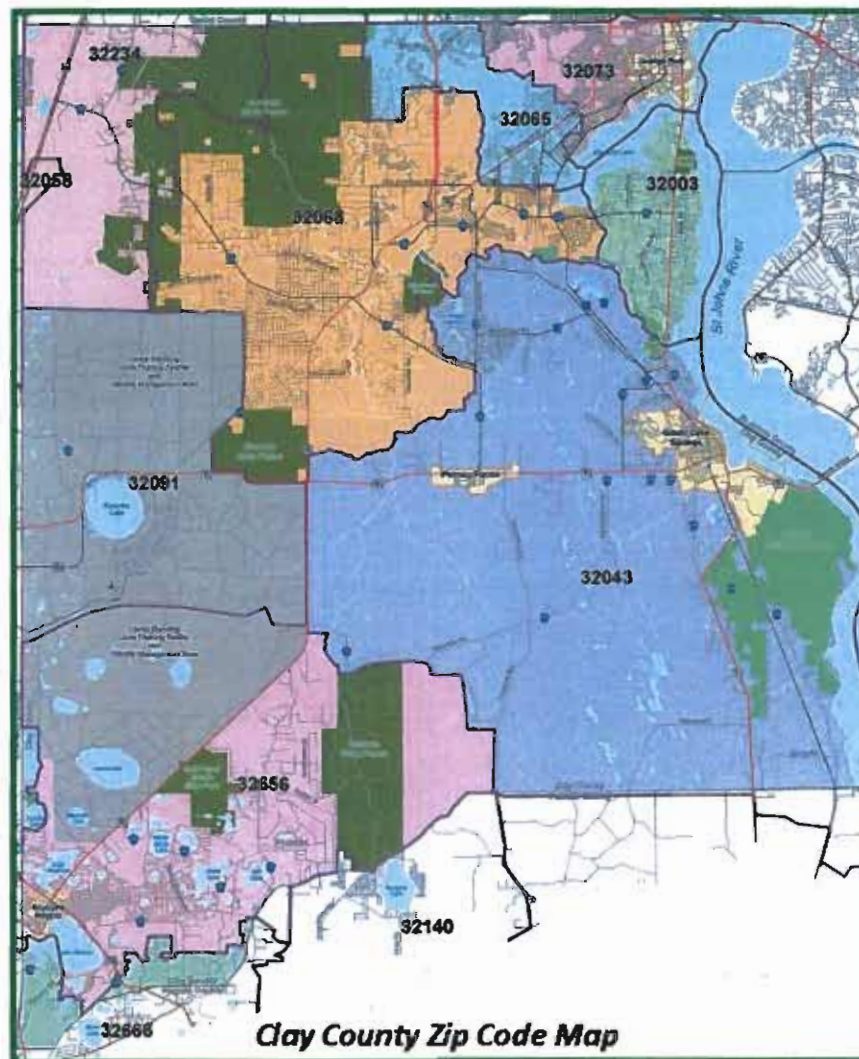
Zip Code	Median Household Income (\$)	Avg. Household Income (\$)
32073 - Orange Park	57,723	76,714
32065 - Orange Park	66,761	82,872
32003 - Fleming Island	90,172	110,261
32068 - Middleburg	59,697	76,560
32043 - Green Cove Springs	58,947	77,247
32656 - Keystone Heights	50,871	63,208
Clay County	62,545	81,079

Source: florida.hometownlocator.com; URBANOMICS, Inc.

Clay County Zip Codes with the highest median incomes have been the most active housing markets in recent years. These are Zip Code 32065, including the Oakleaf Plantation area with a median income of \$66,761, and Zip Code 32003, Fleming Island, with a median income of \$90,172.

The Penney Farms/Asbury district has become an area of significant market activity. This area is included mostly in Zip Code 32043, Green Cove Springs, and partly in Zip Code 32068, Middleburg. Both areas have median incomes slightly lower than the County average.

Median incomes in Zip Code 32043 are certain to rise in the future with continued residential development in the Lake Asbury area and development of Governors Park and other residential projects near Green Cove Springs. These will benefit from the construction and eventual completion of the First Coast Expressway link to I-95 in St. Johns County, just as the Oakleaf area benefits from its Expressway linkage to I-10 and employment centers in northern and western Duval County.



St. Johns County zip code areas directly across the river from Green Cove Springs, 32259 (St. Johns/Fruit Cove) and 32092 (St. Augustine/World Golf Village), have current median incomes approximately twice that of the Green Cove Springs zip code area. Median household income in 32259 is \$112,159 and 32092 is \$101,775. Current high average housing prices in Northwest St. Johns County are evidence of these high median incomes. **The Green Cove Springs area provides a lower housing cost alternative to Northwest St. Johns County, which is likely to become an attractive and marketable feature as the First Coast Expressway moves toward completion.**

HOUSING DEVELOPMENT TRENDS

Housing and Household Growth Trends

Clay County added an estimated 10,927 new housing units and 11,793 new households from 2010 to 2020, averaging 993 units and 1,072 households per year over the eleven-year period

(Table 4). Numbers of new households exceeded new housing units during this period due to the re-occupancy of many existing housing units that were vacant during the national economic downturn that began in 2008 and adversely affected the real estate market for several years.

Leading the way in terms of new housing units and new households added from 2010 to 2020 were Zip Codes 32068 and 32065, which added a combined 5,855 housing units and 6,217 households. These were followed by Zip Code 32043, Green Cove Springs, which added 1,774 housing units and 1,965 households, averaging 161 new housing units and 179 new households annually.

Table 4. Housing Unit and Household Growth Trends by Zip Code, 2010-2020

Zip Code Area	Housing Units			Households		
	2010	2020	Growth	2010	2020	Growth
32073 - Orange Park	16,219	17,312	1,093	14,871	16,105	1,234
32065 - Orange Park	12,339	15,184	2,845	11,166	14,177	3,011
32003 - Fleming Island	10,140	11,581	1,441	9,821	11,004	1,183
32068 - Middleburg	19,029	22,040	3,011	17,608	20,814	3,206
32043 - Green Cove Springs (1)	10,000	11,774	1,774	9,054	11,019	1,965
32656 - Keystone Heights	6,489	7,248	759	5,498	6,154	656
Other Zip Codes (2)	1,262	1,266	4	574	1,112	538
County	75,478	86,405	10,927	68,592	80,385	11,793

(1). Estimates include Zip Code 32079, Penney Farms

(2). Other Zip Code areas with partial overlaps in western and southern Clay County include 32666 (Melrose), 32234 (Baldwin), 32091 (Starke), and 32058 (Lawtey).

Source: unitedstateszipcodes.org (2010 Census); florida.hometownlocator.com (2020 ests.); URBANOMICS, Inc.

Totals in Table 4 include comparatively small numbers of housing units and households located in four rural zip code areas that partially overlap Clay County along its western and southwestern borders. The Melrose Zip Code 32666 (Putnam County) adjoins the Keystone Heights area and is the most developed of the four. The largest overlapping area is the Starke Zip Code 32091 (Bradford County), which includes a large section of Camp Blanding and the Kingsley Lake area in Clay County.

The northwestern corner of the County is overlapped by the sparsely populated Baldwin ZIP Code 32234 (Duval County) and a small undeveloped portion of the Lawtey Zip Code 32058 (Bradford County). These four zip code areas account for an estimated 2020 total of 1,266 housing units and 1,112 households in Clay County.

Residential Building Permit Trends

Countywide. Permits were issued for 7,856 new housing units countywide in the past ten years (2010-2019), including 7,255 single-family homes and 601 multi-family units (Table 4). Permits for all units have averaged over 1,000 per year for the past seven years, peaking in 2019 with 1,320 units permitted. Year 2000 is on pace through August to top 1,000 units, even in light of the COVID-19 pandemic, although it is likely to fall well short of 2019 peak by year end.

Single-family homes peaked in 2019 with 1,246 units permitted. The housing market has rebounded well after the national economic downturn that began in 2008. The low point was 2009, in which only 459 single-family homes were permitted. Single-family permits have averaged 1,015 annually since 2015. The high point in recent decades, however, was 2005 when 3,831 single-family homes were permitted.

Table 4. Building Permit Trends, Clay County and Green Cove Springs, 2010-2020

Year	Clay County			Green Cove Springs			Share of County (%)	
	SF	MF	Total	SF	MF	Total	SF	MF
2020, thru August	656	23	679	30	21	51	4.6	91.3
2019, thru August	801	0	801	108	0	108	13.5	0.0
2019	1,246	74	1,320	167	0	167	13.4	0.0
2018	900	0	900	107	0	107	11.9	0.0
2017	981	133	1,014	131	0	131	13.4	0.0
2016	1,046	144	1,190	144	0	144	13.8	0.0
2015	902	80	982	142	0	142	15.7	0.0
2014	813	102	915	47	0	47	5.8	0.0
2013	948	12	960	29	0	29	3.1	0.0
2012	669	26	695	13	0	13	1.9	0.0
2011	468	7	475	3	0	3	0.6	0.0
2010	528	23	551	13	0	13	2.5	0.0
Total, 2010-2019	7,255	601	7,856	796	21	817	11.0	3.5
	Annual Averages							
2015-2019	1,015	86	1,101	138	0	138	13.6	0.0
2010-2014	685	34	719	21	0	21	3.1	0.0

SF – Single-family

MF – Multi-family

Source: US Dept. Housing and Urban Development, SCODC Building Permit Database; URBANOMICS, Inc.

Permits for new multi-family units vary significantly year-to-year. The recent peak period was 2014-2017, when 459 units were permitted, including a high of 144 units in 2016. Only 74 units were permitted in the last two years (2018-2019). The high point in recent decades was 2006, when 1,076 multi-family units were permitted.

Green Cove Springs. Interestingly if not surprisingly, permits for new single-family homes in the City of Green Cove Springs since 2010 account for 11.0 percent of the countywide total, including 13.6 percent of countywide permits since 2015. Permits for new single family homes in Green Cove Springs have averaged 138 annually since 2015, peaking in 2019 with 167 units permitted. On the other hand, no new multi-family units were permitted in the City in the last 10 years, although 21 new units have been permitted in 2020 through August.

Active Developments. Building permits issued for single-family homes in the Green Cove Springs zip code area (32043) are shown in Table 6 from 2105 to 2020 through October for seven active developments. Of these, Magnolia West is in the City. These seven active projects accounted for a 37.2 percent share of countywide single-family housing permits in 2019. These and many other planned and proposed residential developments will continue and expand the Green Cove Springs area as Clay County's emerging growth center.

Table 6. Single Family Building Permits in Active Developments, 2015-2020

Development	2015	2016	2017	2018	2019	2020 (1)	TOTAL
Black Creek Village	---	---	---	25	40	13	78
Cross Creek	---	---	---	---	193	57	250
Edgewater Landing	---	12	27	28	38	36	141
Magnolia West	83	70	84	78	88	29	432
Rolling Hills	56	77	97	19	43	15	302
Royal Pointe	16	8	32	36	26	18	136
Traceland				3	36	42	83

(1). Through October

Source: Clay County building permit and property records; URBANOMICS, Inc.

HOUSING SALES TRENDS

Existing Homes

Sales of existing homes for five Clay County market areas, as defined by the Northeast Florida Association of Realtors (NEFAR), are shown in Table 7. These closed sales totals include mixes of existing single-family homes, condominiums, and townhomes and new construction homes that vary widely by county and market area in Northeast Florida. For example, the Clay County mix in 2019 consists of 12.0 percent new construction homes and 9.6 percent condos and

townhomes. The mix in the Green Cove Springs market area in 2019 consists of 29.8 percent new construction homes and only 0.9 percent condos and townhomes.

Despite widely different mixes of unit types among areas, the overall number of sales provide a gauge of market area trends and strength. The Green Cove Springs area has a growing share of all housing sales in Clay County, increasing nearly threefold from only 7.7 percent in 2015 to 19.4 percent in 2019 countywide sales.

Table 7. Existing Home Sales Trends by Market Area, 2015-2020

Market Area	2015	2016	2017	2018	2019	2020 (1)
12 – Fleming Island	595	631	677	618	612	511
13 – Orange Park	1,828	1,739	1,765	1,532	1,563	1,130
14 – Middleburg	984	1,003	962	970	1,115	806
15 – Keystone Heights	174	179	220	194	196	144
16 – Green Cove Springs	282	271	294	486	644	622
Total – Clay County	3,683	3,777	3,896	3,773	4,130	3,199

(1). Through September

Source: Northeast Florida Association of Realtors (NEFAR); URBANOMICS, Inc.

New Single-Family Homes

Number of Sales. An upward trend for the Green Cove Springs area (Zip Code 32043) is also shown in Table 8 for sales of new single-family homes, which increased from a 20.4 percent share of the countywide total in 2015 to a 44.1 percent share in 2020 through September. The number of new homes sold has more than doubled from 192 in 2015 to 401 in 2020 through September. Through September, 2020 is on pace to reach 535 single-family homes sold by year end, which would be nearly a threefold increase in the number of homes sold from 2015.

Table 8. New Single Family Home Sales, 2015-2020

Area	2015	2016	2017	2018	2019	2020 (1)
<i>Number of New Homes Sold</i>						
Green Cove Springs (32043)	192	257	294	234	321	401
Clay County	940	1,035	952	906	893	910
Percent of County Sales	20.4	24.8	30.9	25.8	36.0	44.1
<i>Average Price of New Homes Sold</i>						
Green Cove Springs	234,746	241,964	245,691	280,385	236,307	251,742
Clay County	240,446	246,595	258,577	286,840	266,875	278,849
Percent of County Average	97.6	98.1	95.0	97.7	88.5	90.3

(1). Through September

Source: Metro Market Trends; URBANOMICS, Inc.

Number of new single-family homes sold in six active developments in the Green Cove Springs area (Zip Code 32043) are shown in Table 9. These developments represent 83.8 percent of all new homes sold in 2019 and 89.3 percent of sales in 2020 through September. Magnolia West was the leader in 2019 with 124 of 321 sales (38.6 percent) in the zip code area. Cross Creek is the leader in 2020 with 157 of 401 sales (39.1 percent).

Table 9. Number of New Homes Sold, Selected Developments, 2015-2020

Development	2015	2016	2017	2018	2019	2020 (1)
Cross Creek	---	---	---	---	70	157
Edgewater Landing	---	---	14	21	28	40
Magnolia West	58	72	78	48	124	75
Rolling Hills	31	79	66	58	28	18
Royal Pointe	15	9	10	25	10	4
Traceland	---	---	---	---	9	64
Zip Code 32043	192	257	244	234	321	401

(1). Through September

Source: Metro Market Trends; URBANOMICS, Inc.

The price distribution of the 401 new homes sold in Zip Code 32043 in 2020 is shown in Table 10. The leading market segment is the \$200,000-\$225,000 price range with 32.7 percent of sales. This is followed by the \$225,000-\$250,000 segment with 18.2 percent of sales and the \$250,000-\$275,000 segment with 10.7 percent of sales. These segments total 61.6 percent of sales.

Table 10. New Single-Family Home Sales by Price Range, Zip Code 32043, 2020 (1)

Price Range	Number Sold	Percent of Total
Under \$175,000	16	4.0
\$175,000-\$200,000	34	8.5
\$200,000-\$225,000	131	32.7
\$225,000-\$250,000	73	18.2
\$250,000-\$275,000	43	10.7
\$275,000-\$300,000	21	5.2
\$300,000-\$325,000	30	7.5
\$325,000-\$350,000	21	5.2
\$350,000-\$400,000	28	7.0
Over \$400,000	4	1.0
TOTAL	401	100.0

(1). Through September

Source: Metro Market Trends; URBANOMICS, Inc.

3. Housing Demand/Market Needs

ECONOMIC AND POPULATION GROWTH

Demand and need for housing in an area is driven by the composition and growth of regional and local economies and by a range of demographic and economic factors, which in turn drive growth of the regional and local populations and household formation. These drivers include availability of and access to employment, availability and quality of community infrastructure and services, including educational and medical services, and various other quality of life factors.

Among the many factors that drive or affect economic, population, and household growth and resulting demand/need for housing in Clay County is the presence and eventual completion of the First Coast Expressway linking I-10 to the north in Jacksonville with I-95 to the east in St. Johns County, providing a western outer bypass around the urban center. Growth impacts of this outer bypass are already evident in the north central (Oakleaf) area of Clay County and are increasing rapidly in the central (Lake Asbury) and southeastern (Green Cove Springs) areas of the County.

This growth trend is recognized by population projections for the County and its seven Planning Districts presented in Table 5 of the Evaluation and Appraisal Report of the Clay County 2040 Comprehensive Plan. This report presents data and analyses supporting the Future Land Use Element of the Comprehensive Plan. Table 11 below presents the same 2020-2040 population projections for the County and its seven Planning Districts as are presented in Table 5 (pg. 52) of the Evaluation and Appraisal Report.

Table 11. Population Estimates and Projections by Planning District, 2010-2040

Planning District	2010	Projected				
		2020	2025	2030	2035	2040
Middleburg/Clay Hill	18,888	19,216	19,054	18,793	18,611	18,502
Doctors Inlet/Ridgewood	73,900	87,894	94,105	94,095	98,807	104,016
Orange Park	25,069	26,154	27,067	27,608	28,106	28,659
Fleming Island	27,126	28,644	29,275	28,831	28,535	28,424
Green Cove Springs	14,318	18,419	21,775	32,105	38,881	44,950
Penney Farms/Asbury	14,183	24,899	34,365	42,032	46,981	50,584
Keystone Heights	17,381	18,174	18,558	18,635	18,780	18,963
TOTAL	190,865	223,400	244,200	262,100	278,700	294,100

Source: Clay County 2040 Comprehensive Plan, Evaluation and Appraisal Report; URBANOMICS, Inc.

Several noteworthy inferences can be drawn from these projections:

- The Clay County population is projected to increase by 70,700 persons from 2020 to 2040.
- The population of the Green Cove Springs Planning District is projected to increase by 26,531 from 2020 to 2040, which is 37.5 percent of countywide population growth.
- The population of the adjacent Penney Farms/Asbury Planning District is projected to increase by 25,685 from 2020 to 2040, which is 36.3 percent of countywide population growth.
- Projected 2020-2040 population growth in the two Planning Districts together represents nearly three-fourths (73.8 percent) of countywide growth over the next 20 years.
- Growth projections for the greater Green Cove Springs area reflect an abundance of open, developable land and the expected influence and economic impact of progress toward completion of the First Coast Expressway through the local area and across the St. Johns River to I-95 in St. Johns County over the next ten years and its continuing economic impact in the years beyond.

HOUSING DEMAND/MARKET NEEDS

Green Cove Springs Planning District

Estimates and projections of demand/needs for new housing units in this Planning District are derived from the numbers of new households generated by projected population growth of 26,531 new residents from 2020 to 2040. This population growth will generate a projected 9,906 new households by 2040, as shown in Table 12. A Planning District map is included on page 18.

Projected growth of the number of households is based on the average size of households in the District. It is assumed that average household size will increase over time from 2.59 persons, as determined in the 2010 Census, toward the countywide average of 2.76 persons per household. Assumed increased household sizes are shown in Table 12.

Numbers of housing units needed to accommodate new households are determined by applying a vacancy factor to account for vacant or unoccupied housing units that are for sale, for rent, or are vacant for other reasons. The 2010 reported a high 10.8 percent vacancy rate for the Green Cove Springs Planning District, which was at or near its low point during the collapse on the national real estate market. The vacancy rate is expected to improve over time to a more normal 8.0 percent by 2040.

Table 12. Projected Households and Housing Demand/Needs, 2020-2040

Area and Parameter	2020 to 2025	2025 to 2030	2030 to 2035	2035 to 2040	Total 2020-2040
Green Cove Springs Planning District					
Population Growth (Table 11)	3,356	10,330	6,776	6,069	26,531
Population in Households (1)	3,322	10,227	6,708	6,008	26,265
Population Per Household (2)	2.62	2.64	2.66	2.68	---
New Households Added	1,268	3,874	2,522	2,242	9,906
Housing Vacancy Rate (%) (3)	9.50	9.00	8.50	8.00	---
Housing Demand/Needs	1,401	4,257	2,756	2,437	10,851
Penney Farms/Asbury Planning District					
Population Growth (Table 11)	9,466	7,667	4,949	3,603	25,685
Population in Households (1)	9,371	7,590	4,900	3,567	24,428
Population Per Household (4)	2.82	2.82	2.82	2.82	---
New Households Added	3,323	2,691	1,738	1,264	9,016
Housing Vacancy Rate (%) (5)	7.50	7.40	7.30	7.20	---
Housing Demand/Needs	3,592	2,906	1,875	1,362	9,735
Total-- Both Planning Districts					
Housing Demand/Needs	4,993	7,163	4,631	3,799	20,586

(1). Population in households assumed to be 99.0 percent of total population; remainder lives in group quarters.

(2). Average household size assumed to increase over time from 2.59 in 2010.

(3). Vacancy rate is assumed to decline over time from 10.8 percent in 2010.

(4). Average household size assumed to remain the same at 2.82 in 2010.

(5). Vacancy rate is assumed to decline slightly over time from 7.70 percent in 2010.

Source: URBANOMICS, Inc.

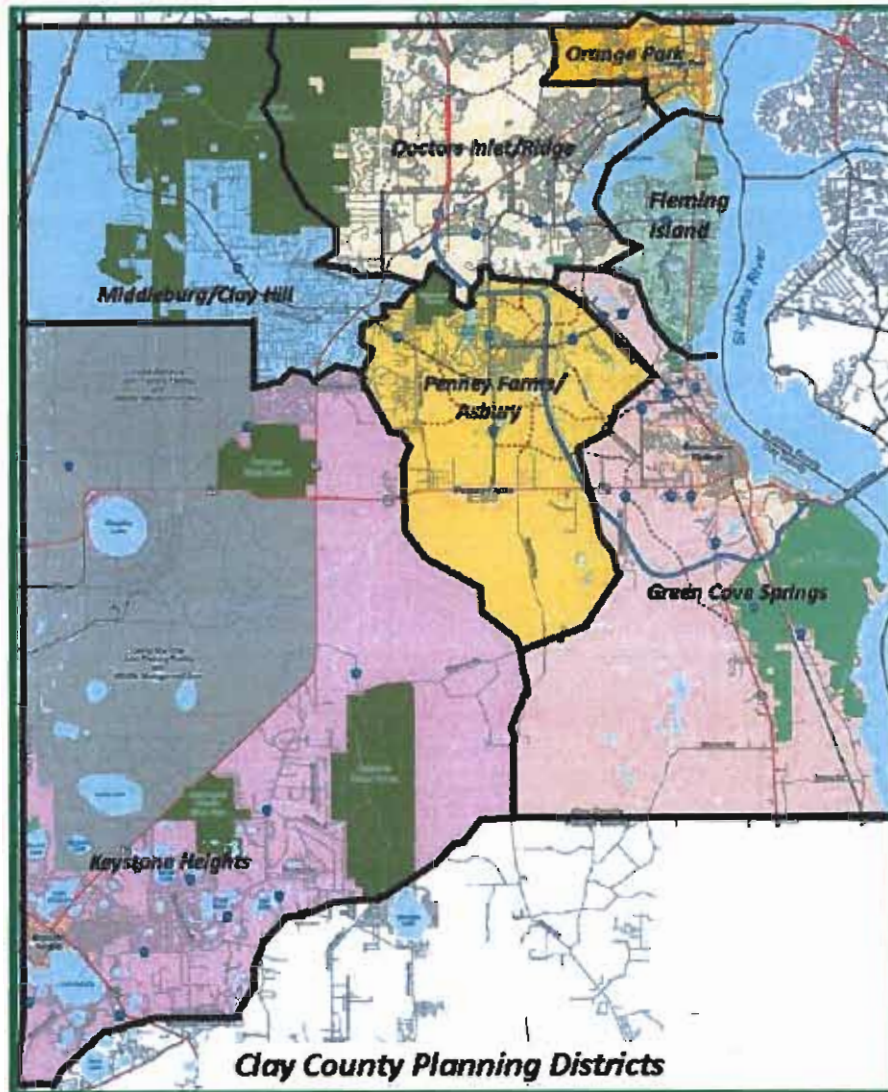
The number of new housing units needed from 2020 to 2040 to accommodate a projected 9,906 new households in the Green Cove Springs Planning District is 10,851, as shown in Table 12.

Penney Farms/Asbury Planning District

Demand/needs for new housing from 2020 to 2040 are similarly analyzed and projected for the Penney Farms/Asbury Planning District, inasmuch as a major portion of the District shares the Green Cove Springs Zip Code 32043.

The District population is projected to grow by 25,685 new residents from 2020 to 2040, which will generate 9,016 new households over the next 20 years. This is based on the assumption that average household size will continue at its 2010 Census average of 2.82 persons per household, which is higher than the countywide average. This District tends to attract larger families with children of school age.

This District also has a comparatively low housing vacancy rate that is expected to trend slightly lower over time from the 7.7 percent reported in the 2010 Census. The projected number of new housing units needed to accommodate 9,016 new households in this District from 2020 to 2040 is 9,735, as shown in Table 12 above.



IMPLICATIONS FOR D.R. HORTON'S AYRSHIRE COMMUNITY

The Governors Park DRI and part of the Saratoga Springs DRI are located in the Green Cove Springs Planning District. Governors Park has a planned total of 6,294 housing units, and is likely to take 20 or more years to be fully built out. The majority of Saratoga Springs is in the Penney Farms/Asbury Planning District. That portion in the Green Cove Springs Planning District (approximately 30 percent) would accommodate an estimated 1,276 of a planned total

of 4,256 housing at full buildout. The project has been dormant during the 14 years since its approval in 2006, and its future development is unclear at this time. On the assumption that both Governors Park and Saratoga Springs can reach full buildout by 2040, they would account for a combined total of 7,570 housing units, compared to a projected demand/need for 10,851 housing units in the Green Cove Springs Planning District by 2040.

In addition, there are several, much smaller residential projects in development and proposed in the Green Cove Springs Planning District, including Magnolia West (Phases 3 & 4), Edgewater Landing, Traceland, Black River Village, and Willow Springs. Altogether, these projects may have as many as another 500 un-permitted and un-built units. Approved, planned, and proposed residential developments in Green Cove Springs Zip Code 32043 are listed in Table 13 below and shown in the accompanying map on page 20. This zip code area includes all of the Green Cove Springs Planning District and a most of the Penney Farms/Asbury Planning District.

Table 13. Significant Active, Planned, and Proposed Developments, Zip Code 32043

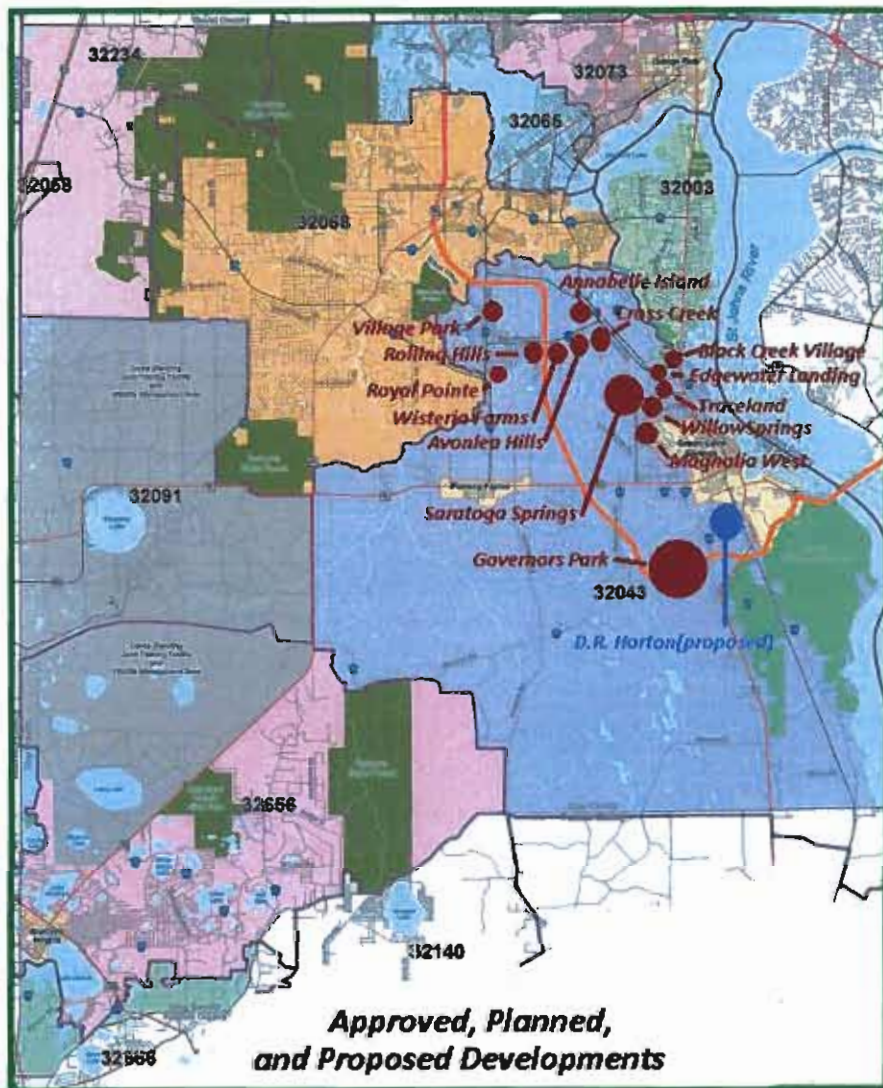
Development	Housing Units	Status
<i>Penney Farms/Asbury Planning District</i>		
Saratoga Springs DRI (part)	2,980	Approved; undeveloped
Cross Creek	998	Developing
Wisteria Farms	847	Proposed
Annabelle Island	773	Proposed
Avonlea Hills	754	Proposed
Reinhold North	725	Proposed
Village Park	648	Developing
<i>Green Cove Springs Planning District</i>		
Governors Park DRI	6,294	Approved; undeveloped
Saratoga Springs DRI (part)	1,276	Approved; undeveloped
Willow Springs	379	Proposed
Magnolia West, Phases 3 & 4	194	Developing
Edgewater Landing	171	Developing
Traceland	107	Developing

Source: Various local reports; URBANOMICS, Inc.

D.R. Horton's proposed Ayrshire community would add a maximum of 2,750 new housing units, and would raise the number of potential new housing units in the Green Cove Springs Planning District to a total of 10,820, if and when all are fully built out. This total of potential new units is slightly less than the projected and potentially conservative demand/need for 10,851 housing

units in the District by 2040. The proposed Ayrshire community fits within projected 2020-2040 housing demand/needs in Green Cove Springs Planning District and helps fulfill these needs.

This projected level of housing demand/needs is viewed as potentially conservative because of the conservative nature of county population projections made by the University of Florida's Bureau of Economic and Business Research (BEBR). Population projections in the 2040 County Comprehensive Plan's Evaluation and Appraisal Report are based in part on BEBR projections and may not fully reflect the potential impact of the completion of the First Coast Expressway on future housing demand in the County. It is entirely likely that the County, particularly the greater Green Cove Springs area, will experience a higher level of population and household growth and resultant housing demand/needs than indicated by existing County projections.





Clay County Utility Authority

3176 Old Jennings Road
Middleburg, Florida 32068-3907
Telephone (904) 272-5999
Facsimile (904) 213-2469

*Working together to
protect public health,
conserve our natural
resources, and create
long-term value for
our ratepayers.*

November 19, 2020

Mr. Robert S. Porter
D.R. Horton, Inc. - Jacksonville
4220 Race Track Road
St. Johns, Florida 32259

Re: Letter of Understanding, regarding availability of water, wastewater and reclaimed water service to the proposed Ayrshire Subdivision (2,750 Residential Lots), Parcel Number 38-06-26-016515-000-00, located in Green Cove Springs, Clay County, Florida.

Dear Mr. Porter:

Availability of water, wastewater and reclaimed water to the above-referenced development, will be contingent upon the following conditions; completion and acceptance of a water treatment plant and a wastewater treatment plant, to be located within the Governors Park DRI. The completion and acceptance of necessary off-site infrastructure to reach your proposed development and the Developer of the Ayrshire development adhering to the rules, regulations and requirements of the Clay County Utility Authority (CCUA). Additionally, the Developer will be required to enter into a Master Utility Service Agreement with CCUA, which will define all provisions of service to this development.

CCUA will be able to serve this property with water, wastewater and reclaimed water service and will design the water plant and wastewater treatment plant to adequately accommodate the Ayrshire development and future developments as they arise.

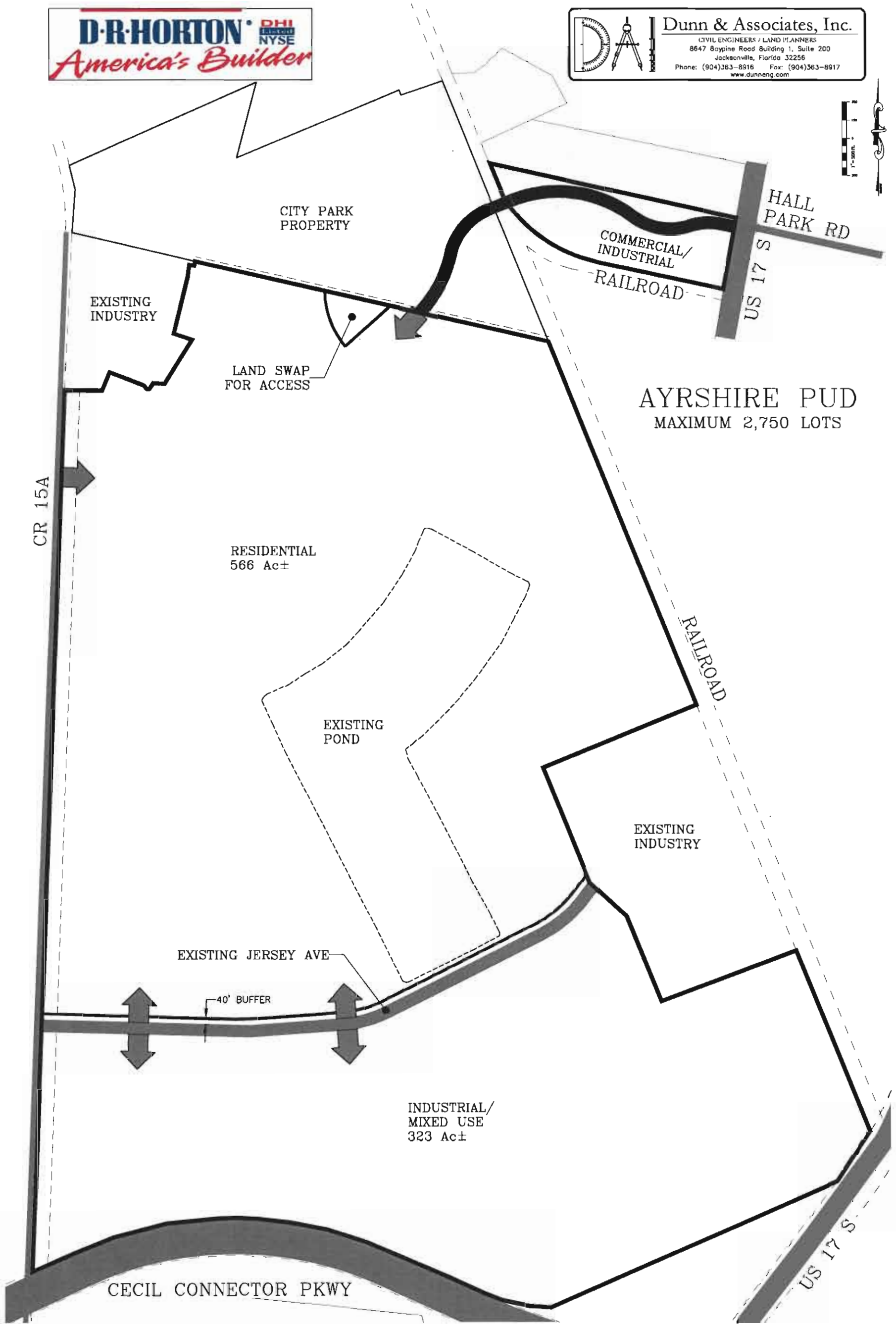
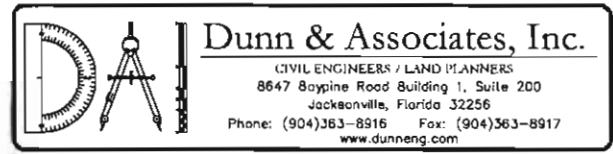
Please feel free to contact me, at (904) 213-2410, or via e-mail at drawlins@clayutility.org, if you have any questions or require any additional information.

Sincerely,
CLAY COUNTY UTILITY AUTHORITY

David Rawlins

David Rawlins
Service Availability Manager

JMC



CITY PARK PROPERTY

EXISTING INDUSTRY

LAND SWAP FOR ACCESS

COMMERCIAL/ INDUSTRIAL/ RAILROAD

HALL PARK RD

US 17 S

AYRSHIRE PUD
MAXIMUM 2,750 LOTS

CR 15A

RESIDENTIAL
566 Ac±

EXISTING POND

RAILROAD

EXISTING INDUSTRY

EXISTING JERSEY AVE

40' BUFFER

INDUSTRIAL/
MIXED USE
323 Ac±

CECIL CONNECTOR PKWY

US 17 S

Ayrshire Annexation, Comprehensive Plan Amendment and Rezoning

Legal Description of Property

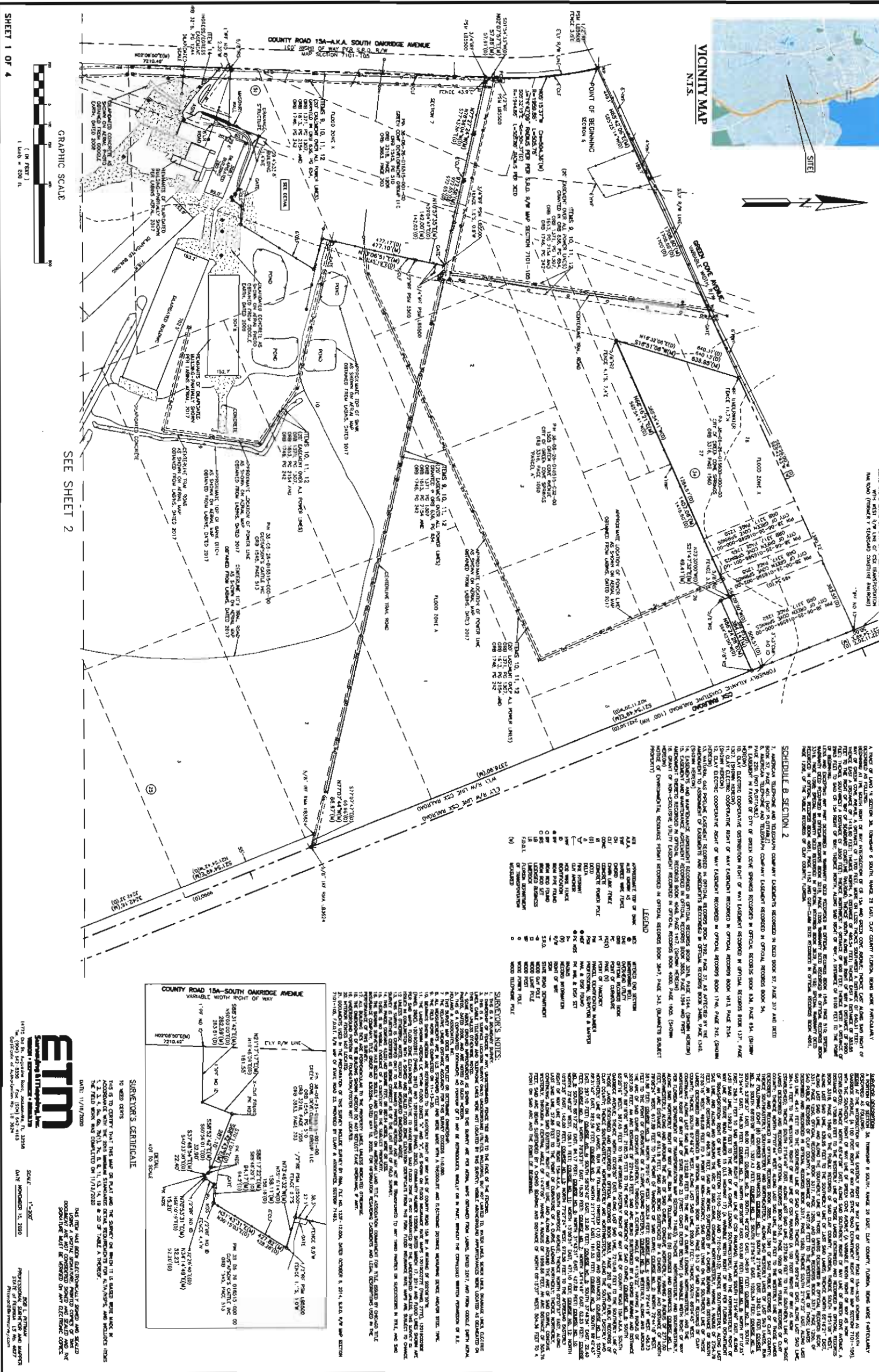
SAID LANDS BEING MORE PARTICULARLY DESCRIBED BY SURVEYOR AS:

A PORTION OF SECTION 38, TOWNSHIP 6 SOUTH, RANGE 26 EAST, CLAY COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE INTERSECTION OF THE EASTERLY RIGHT OF WAY LINE OF COUNTY ROAD 15A-SOUTH OAKRIDGE AVENUE, (A 100 FOOT RIGHT OF WAY AS NOW ESTABLISHED), WITH THE SOUTHERLY RIGHT OF WAY LINE OF GREEN COVE AVENUE (A VARIABLE WIDTH RIGHT OF WAY AS NOW ESTABLISHED); THENCE NORTH 65°42'06" EAST, ALONG SAID SOUTHERLY RIGHT OF WAY LINE OF GREEN COVE AVENUE, A DISTANCE OF 1708.60 FEET TO THE WESTERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 3316, PAGE 1560 OF THE PUBLIC RECORDS OF SAID CLAY COUNTY, FLORIDA; THENCE SOUTH 16°51'08" WEST, ALONG LAST SAID LINE, 639.95 FEET TO THE SOUTHERLY LINE OF LAST SAID LANDS; THENCE NORTH 66°16'21" EAST, ALONG LAST SAID LINE, AND ALONG THE SOUTHERLY LINE OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3317, PAGE 1250, OFFICIAL RECORDS BOOK 3317, PAGE 1265, AND OFFICIAL RECORDS BOOK 3317, PAGE 1255, OF SAID PUBLIC RECORDS OF CLAY COUNTY, A DISTANCE OF 1407.06 FEET TO THE WESTERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 3317, PAGE 1262; THENCE SOUTH 23°30'00" EAST, ALONG LAST SAID LINE, 49.41 FEET TO THE SOUTHERLY LINE OF SAID LANDS; THENCE NORTH 66°24'28" EAST, ALONG LAST SAID LINE, 384.14 FEET TO THE WESTERLY RIGHT OF WAY LINE OF CSX RAILROAD (A 100 FOOT RIGHT OF WAY AS NOW ESTABLISHED); THENCE SOUTH 21°54'49" EAST, ALONG LAST SAID LINE, 2376.90 FEET TO THE SOUTHERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 3316, PAGE 1098 OF SAID PUBLIC RECORDS OF CLAY COUNTY; THENCE NORTH 77°07'44" WEST, ALONG LAST SAID LINE, 66.97 FEET TO THE WESTERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 3855, PAGE 1391 OF SAID PUBLIC RECORDS OF CLAY COUNTY; THENCE SOUTHEASTERLY, SOUTHWESTERLY AND NORTHEASTERLY, ALONG SAID WESTERLY LINES OF LAST SAID LANDS, RUN THE FOLLOWING EIGHT (8) COURSES AND DISTANCES; COURSE NO. 1: SOUTH 21°54'49" EAST, 3242.16 FEET; COURSE NO. 2: SOUTH 68°05'09" WEST, 1307.43 FEET; COURSE NO. 3: SOUTH 21°54'51" EAST, 1026.34 FEET; COURSE NO. 4: SOUTH 53°08'37" EAST, 60.00 FEET; COURSE NO. 5: SOUTH 46°22'05" EAST, 340.91 FEET; COURSE NO. 6: SOUTH 21°54'44" EAST, 746.301 FEET; COURSE NO. 7: NORTH 69°28'08" EAST, 933.80 FEET; COURSE NO. 8: NORTH 67°10'35" EAST, 256.71 FEET TO SAID WESTERLY RIGHT OF WAY LINE OF CSX RAILROAD; THENCE SOUTH 21°54'49" EAST, ALONG LAST SAID LINE, 1599.27 FEET TO THE ARC OF A CURVE LEADING SOUTHWESTERLY, AND THE NORTHWESTERLY RIGHT OF WAY LINE OF STATE ROAD NUMBER 15 (U.S HIGHWAY 17) (A VARIABLE WIDTH RIGHT OF WAY PER FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP SECTION 71010-2057 AND 71010-2513); THENCE SOUTHWESTERLY, ALONG LAST SAID LINE, AND ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHWESTERLY, HAVING A RADIUS OF 2754.79 FEET, AN ARC DISTANCE OF 496.75 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 32°55'18" WEST, 496.08 FEET TO A POINT OF NON-TANGENCY, SAID POINT LYING ON THE SOUTHERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 1545, PAGE 513 OF SAID PUBLIC RECORDS OF CLAY COUNTY; THENCE SOUTH 67°49'42" WEST, ALONG LAST SAID LINE, 206.00 FEET; THENCE SOUTH 66°04'45" WEST, CONTINUING ALONG LAST SAID LINE, 2122.98 FEET

TO THE ARC OF A CURVE LEADING NORTHWESTERLY, AND THE NORTHERLY RIGHT OF WAY LINE OF STATE ROAD 23 (FIRST COAST OUTER BELTWAY) (A VARIABLE WIDTH RIGHT OF WAY PER FLORIDA DEPARTMENT OF TRANSPORTATION MAP SECTION 71493); THENCE NORTHWESTERLY AND SOUTHWESTERLY, ALONG SAID NORTHERLY RIGHT OF WAY LINE, RUN THE FOLLOWING SIX (6) COURSES AND DISTANCES; COURSE NO. 1: NORTHWESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 2771.00 FEET, AN ARC DISTANCE OF 619.18 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 79°08'24" WEST, 617.89 FEET TO THE POINT OF TANGENCY OF SAID CURVE; COURSE NO. 2: NORTH 72°44'18" WEST, 581.88 FEET; COURSE NO. 3: NORTH 75°01'45" EAST, 300.24 FEET; COURSE NO. 4: NORTH 72°44'19" WEST, 456.73 FEET TO THE POINT OF CURVATURE OF A CURVE LEADING WESTERLY; COURSE NO. 5: WESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE CONCAVE SOUTHERLY, THROUGH A CENTRAL ANGLE OF 41°55'22", HAVING A RADIUS OF 3027.00 FEET, AN ARC DISTANCE OF 2214.83 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 86°18'00" WEST, 2165.75 FEET TO THE POINT OF TANGENCY OF SAID CURVE; COURSE NO. 6: SOUTH 65°20'19" WEST, 367.45 FEET TO THE AFORESAID EASTERLY RIGHT OF WAY LINE OF COUNTY ROAD 15A-SOUTH OAKRIDGE AVENUE; THENCE NORTH 02°06'50" EAST, ALONG LAST SAID LINE, 7210.49 FEET TO THE SOUTHERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 3863, PAGE 203 OF SAID PUBLIC RECORDS OF CLAY COUNTY; THENCE SOUTHEASTERLY, NORTHEASTERLY AND NORTHWESTERLY, ALONG THE SOUTHERLY, EASTERLY AND NORTHERLY LINE OF SAID LANDS, RUN THE FOLLOWING THIRTEEN (13) COURSES AND DISTANCES; COURSE NO. 1: SOUTH 88°31'42" EAST, 282.59 FEET; COURSE NO. 2: NORTH 21°17'17" EAST, 161.55 FEET; COURSE NO. 3: SOUTH 68°42'43" EAST, 287.10 FEET; COURSE NO. 4: SOUTH 58°52'42" EAST, 32.90 FEET; COURSE NO. 5: SOUTH 37°48'54" EAST, 22.40 FEET; COURSE NO. 6: NORTH 70°53'31" EAST, 15.20 FEET; COURSE NO. 7: NORTH 34°14'49" EAST, 52.23 FEET; COURSE NO. 8: SOUTH 88°17'22" EAST, 94.17 FEET; COURSE NO. 9: NORTH 31°43'31" EAST, 427.82 FEET; COURSE NO. 10: NORTH 73°46'32" WEST, 158.11 FEET; COURSE NO. 11: NORTH 13°06'51" EAST, 477.10 FEET; COURSE NO. 12: NORTH 10°57'35" EAST, 142.00 FEET; COURSE NO. 13: NORTH 77°27'24" WEST, 972.58 FEET TO THE AFORESAID EASTERLY RIGHT OF WAY LINE OF COUNTY ROAD 15A-SOUTH OAKRIDGE AVENUE; THENCE NORTH 02°07'57" EAST, ALONG LAST SAID LINE, 57.86 FEET TO THE POINT OF CURVATURE OF A CURVE LEADING NORTHERLY; THENCE NORTHERLY, CONTINUING ALONG SAID EASTERLY RIGHT OF WAY LINE, AND ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE WESTERLY, THROUGH A CENTRAL ANGLE OF 14°47'09", HAVING A RADIUS OF 1959.86 FEET, AN ARC DISTANCE OF 505.76 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 05°15'37" WEST, 504.36 FEET TO A POINT ON SAID ARC AND THE POINT OF BEGINNING.

MAP SHOWING ALTANSP'S SURVEY OF



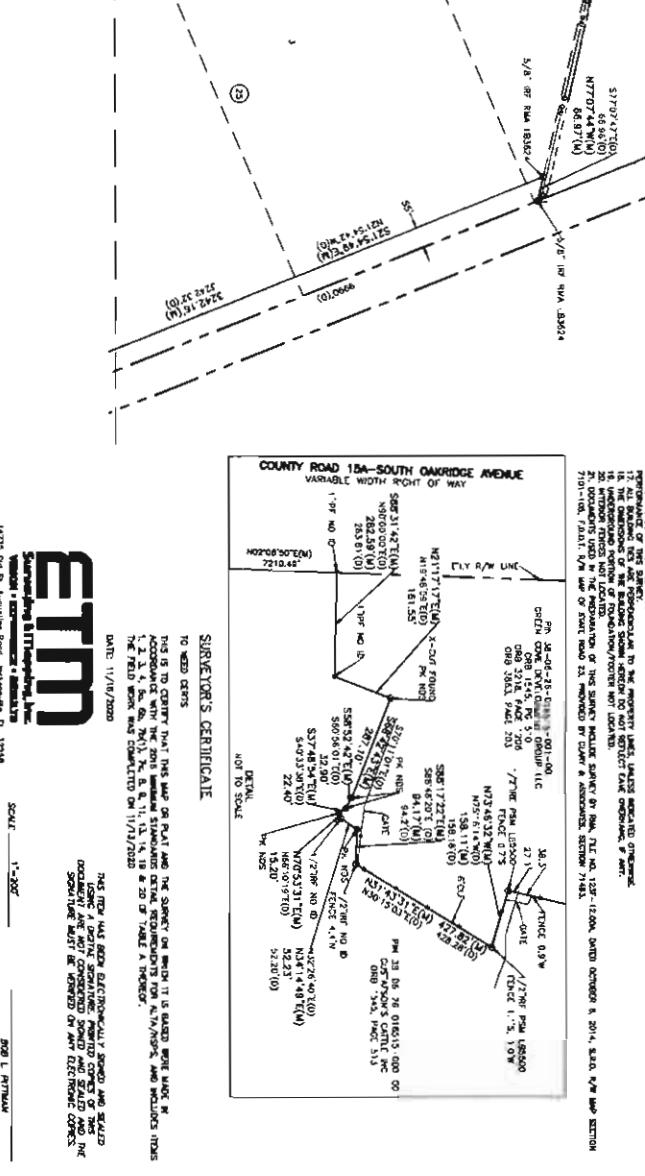
SUBJECT PROPERTY IS SHOWN IN SECTION 24, TOWNSHIP 6 NORTH, RANGE 23 EAST, CLAY COUNTY, FLORIDA, BEING PART OF A CERTAIN...

SUBJECTOR'S NOTES:

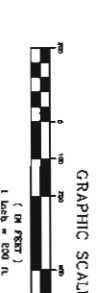
1. THIS SURVEY WAS MADE BY ME AND MY ASSISTANTS ON THE 11TH DAY OF MARCH 2010, AT THE PLACE SHOWN ON THIS MAP.
2. THE SURVEY WAS MADE BY ME AND MY ASSISTANTS ON THE 11TH DAY OF MARCH 2010, AT THE PLACE SHOWN ON THIS MAP.

SCHEDULE B, SECTION 2

7. ALL RIGHTS, EASEMENTS, AND INTERESTS IN REAL ESTATE SHOWN ON THIS MAP AND RECORDED IN THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA, SHALL BE DEEMED TO BE PART OF THE SURVEY AND TO HAVE THE SAME EFFECT AS IF THEY WERE SHOWN ON THE SURVEY MAP.



SHEET 1 OF 4

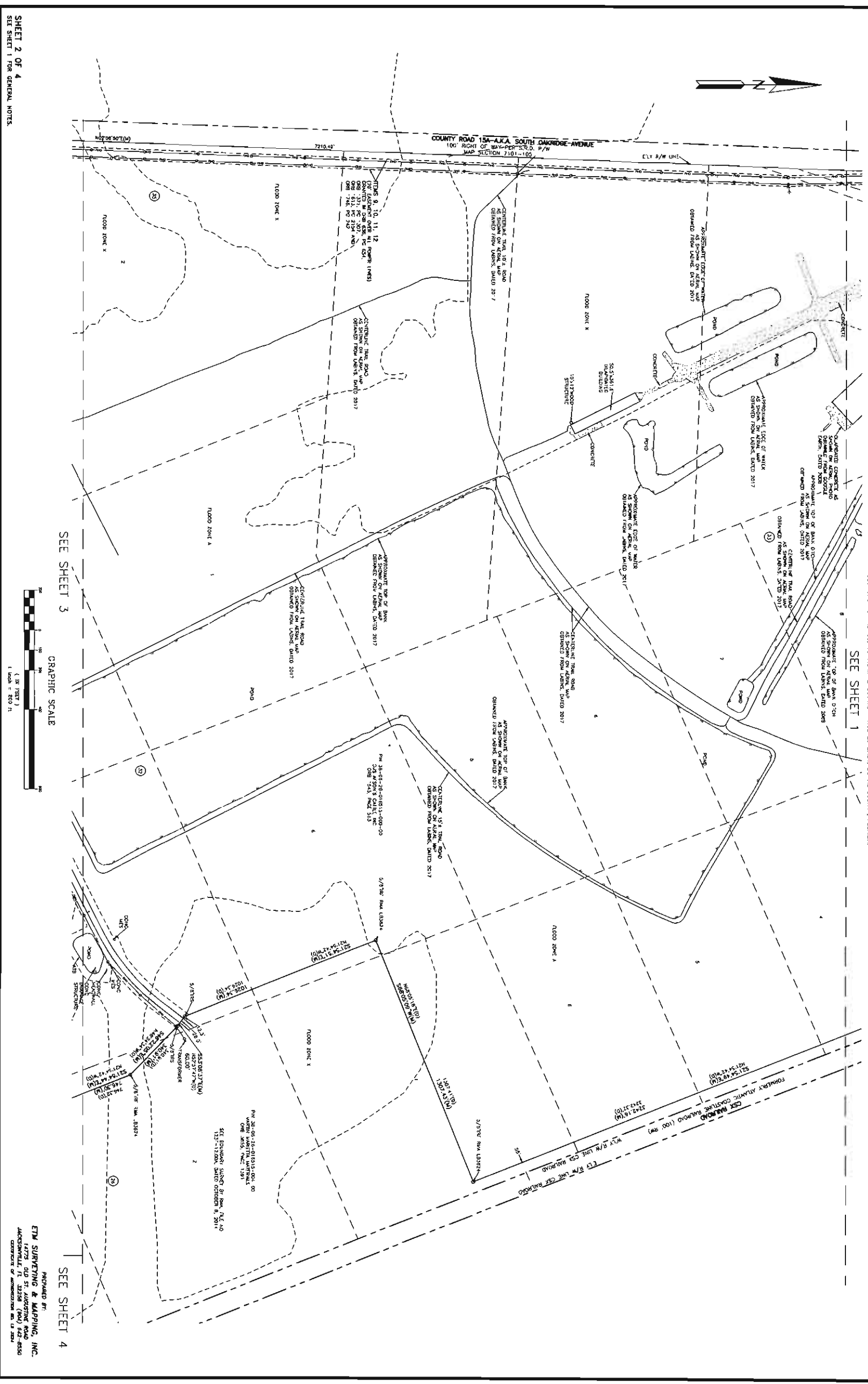


SEE SHEET 2

MAP SHOWING ALTANSPS SURVEY OF

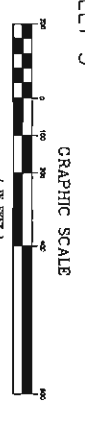
A PORTION OF SECTIONS 40 AND 56, TOWNSHIP 2 SOUTH, RANGE 26 EAST, DUVAL COUNTY, FLORIDA

SEE SHEET 1



SEE SHEET 3

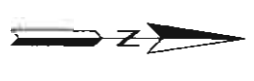
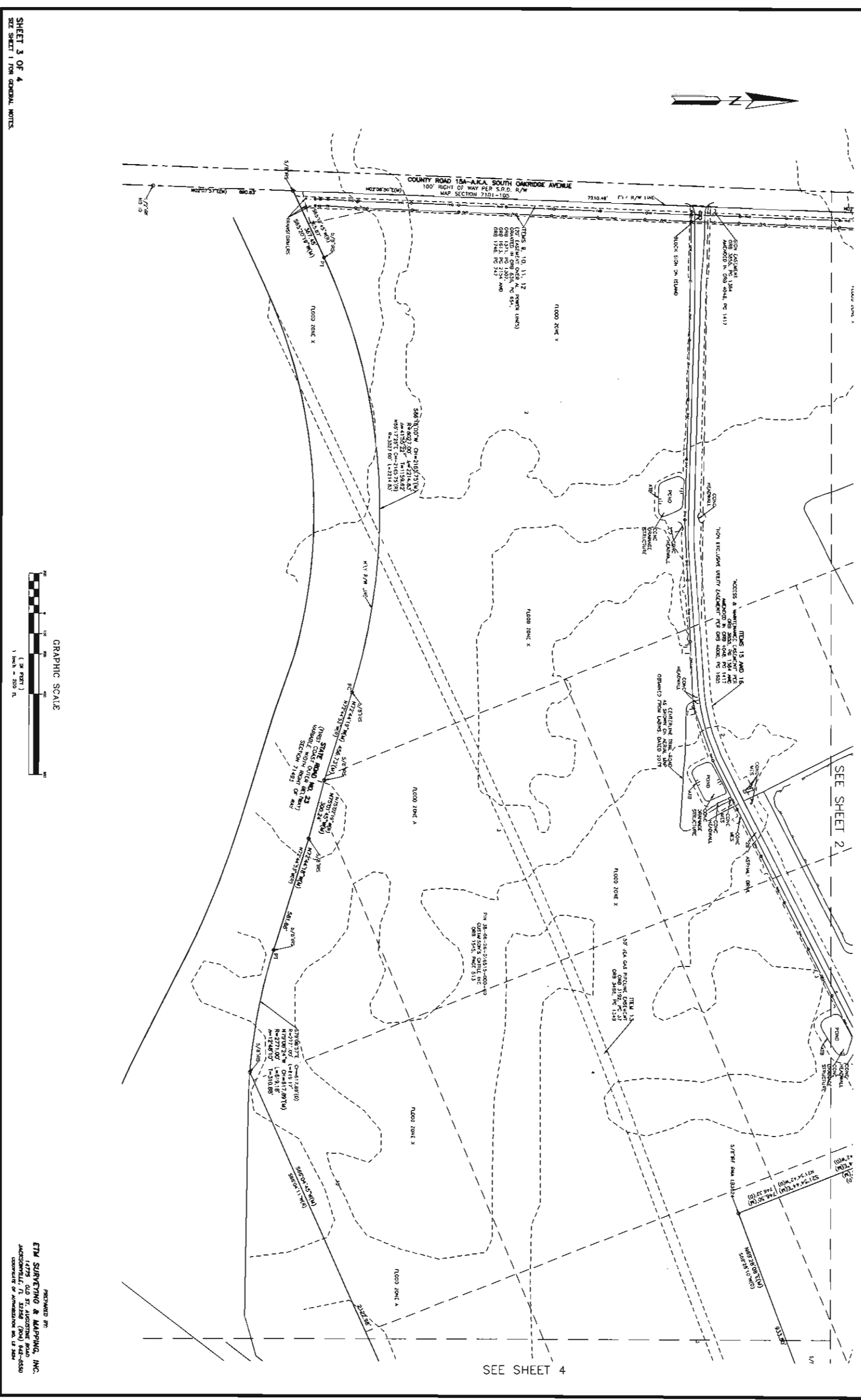
SEE SHEET 4



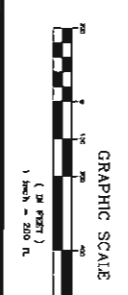
SHEET 2 OF 4
SEE SHEET 1 FOR GENERAL NOTES

PREPARED BY:
ETM SURVEYING & MAPPING, INC.
 14775 OLD ST. AUGUSTINE ROAD
 JACKSONVILLE, FL 32256 (904) 642-8850
 COMPANY: ETM SURVEYING & MAPPING, INC.

MAP SHOWING ALTANSPPS SURVEY OF
A PORTION OF SECTIONS 40 AND 56, TOWNSHIP 7 SOUTH, RANGE 26 EAST, DAVAL COUNTY, FLORIDA.



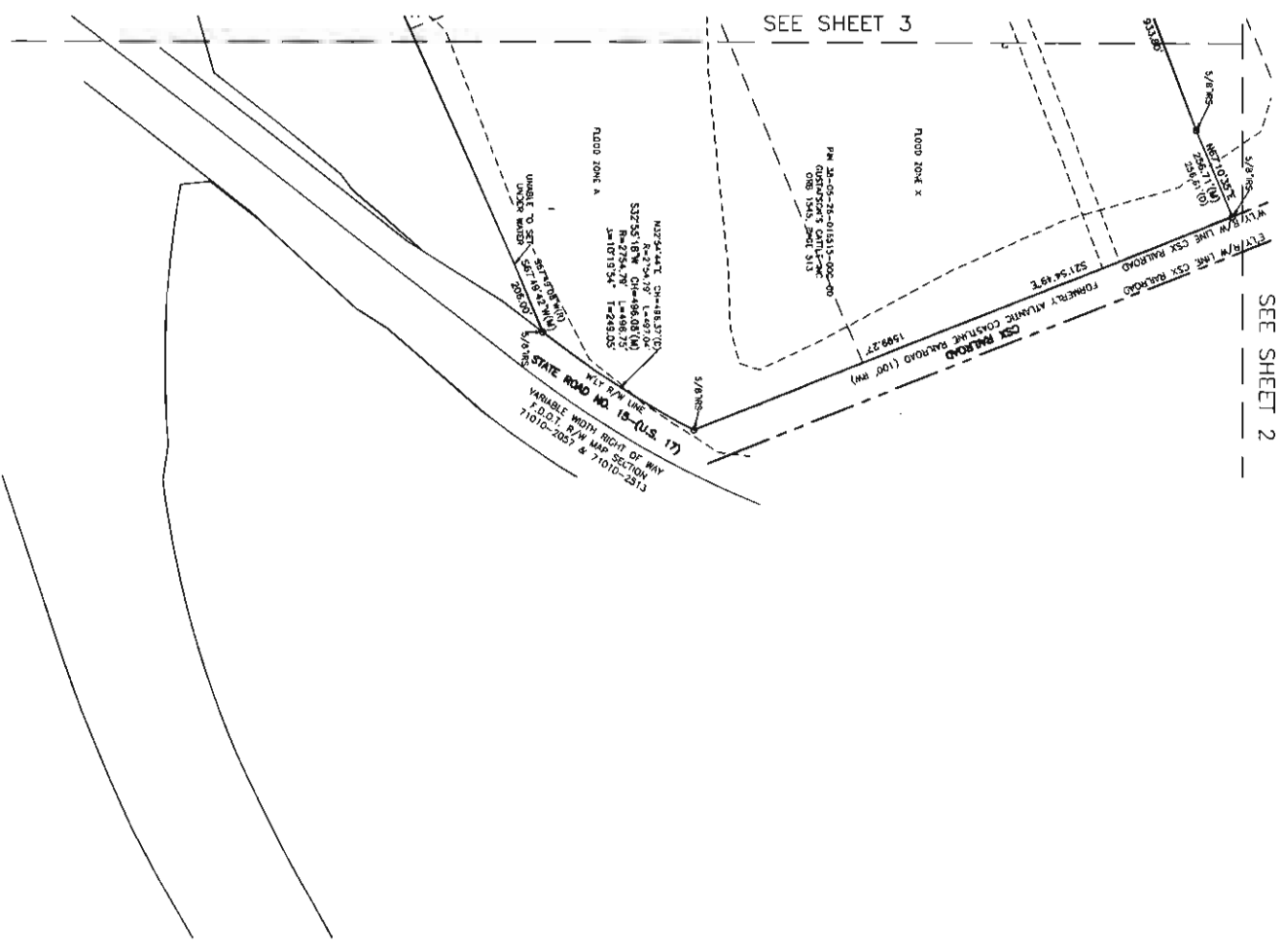
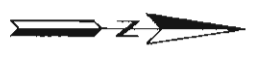
SHEET 3 OF 4
SEE SHEET 1 FOR GENERAL NOTES.



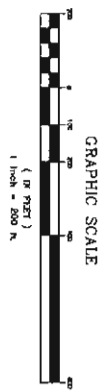
PREPARED BY:
ETM SURVEYING & MAPPING, INC.
14775 OLD ST. AUGUSTINE ROAD
JACKSONVILLE, FL 32218 (904) 844-8800
CORPORATE OR ADMINISTRATIVE USE ONLY

SEE SHEET 4

MAP SHOWING ALTANSPS SURVEY OF
A PORTION OF SECTIONS 10 AND 56, TOWNSHIP 3 SOUTH, RANGE 28 EAST, DUVAL COUNTY, FLORIDA.



SHEET 4 OF 4
SEE SHEET 1 FOR GENERAL NOTES



COUNTY: _____ DATE: _____ ORDER NO.: 25-2110 FILE NO.: 175-1182
 ROAD NO.: _____ SECTION: _____ QUANT. OF: _____
 PREPARED BY:
 ETM SURVEYING & MAPPING, INC.
 14773 OLD ST. AUGUSTINE ROAD
 JACKSONVILLE, FL 32256 (904) 842-8550
 COMPANY OF AMERICAN LAND SURVEYORS



Clay County Property Appraiser's Office

Parcel Summary

Parcel ID 38-06-26-016515-000-00
Location COUNTY ROAD 15A
Address Green Cove Springs 32043
Brief Tax Description* N1/2 LOT 4; PT LOTS 5 & 6 BLK 22 AS REC DB 00 PG 734; SS PG 44; L PG 444; KK PG 414 PT OF LOTS 1-4 BLK 37 DB 15 PG 82; 156 PG 256 & 498; LL PG 606; 7 PG 247 & 1545 PG 513 EX 1/2 ACRES; M PG 125; PT BAYARD TRACT DB 15 PG 456; ALL PT OF SMITH SURVEY BAYARD TRACT; LOT 1-5 BLK 24; ALL BLKS 25;26;32 & 33 EX SEC 13 BLK 33 & PT OF ROWELL; LOTS 1 & 2 BLK 24 EX PT TO RD; LOTS 1 & 2 BLK 35 O R 66 PG 121 EX PT TO MILLER; SECS 1 & 2 LOT 2 BLK 50; PT LOT 2 BLK 51 DB 49 PG 55 BAYARD TRACT S/D;1545 PG 510; 3316 PG 1098; 3855 PG 1391; 3939 PG 192; 5R23 4081 PG 1202 & 1208; 4081 PG 1162
 (Note: *The Description above is not to be used on legal documents.)
Property Use Code TIMB 70/79 (S600)
Sec/Twp/Rng 38/6/26
Tax District Tax Dist 001
Millage Rate 15.2187
Acreage 946.441
Homestead N

Map



Owner Information

GUSTAFSON'S CATTLE INC
 PO BOX 600337
 JACKSONVILLE FL 32260-0337

Land Information

Land Use	Number of Units	Unit Type	Land Type	Frontage	Depth
TIMB 70/79 (S600)	180.00	Timber 70/79	Ag Use	0	0
N-PRODUCT (5930)	103.74	Non-Productive	Ag Use	0	0
Vacant > 10 AC/Non-Ag (9900)	662.70	South Green Cove Springs Rural Residential	Site	0	0

Sales

Sale Date	Sale Price	Instrument	Deed Book	Deed Page	Sale Qualification	Vacant or Improved	Grantor	Grantee
1/17/1995	\$1,223,200	Warranty Deed	1545	513	Qualified	Improved	GUSTAFSONS DAIRY INC	GUSTAFSONS DAIRY FARM INC

Recent Sales in Area

Sale date range:

From:

09/09/2010

To:

09/09/2020

Sales by Neighborhood

1500

Feet

Sales by Distance

TRIM Notice

[38-06-26-016515-000-00\(PDF\)](#)

Valuation

	2020 TRIM Values	2019 Certified	2018 Certified	2017 Certified
+ Building Value	\$0	\$0	\$0	\$64,674
+ Extra Features Value	\$0	\$0	\$0	\$232,096
+ Land Value	\$2,622,641	\$1,988,103	\$1,988,103	\$2,327,664
Land Agricultural Value	\$52,887	\$52,887	\$52,887	\$262,767
Agricultural (Market) Value	\$634,538	\$560,748	\$560,748	\$2,327,664
= Just Market Value	\$2,622,641	\$2,548,851	\$2,548,851	\$2,624,434
= Total Assessed Value	\$2,040,990	\$2,040,990	\$2,040,990	\$559,537
- Exempt Value	\$0	\$0	\$0	\$0
= Total Taxable Value	\$2,040,990	\$2,040,990	\$2,040,990	\$559,537
Maximum Save Our Homes Portability	\$0	\$0	\$0	\$0

"Just (Market) Value" description - This is the value established by the Property Appraiser for ad valorem purposes. This value does not represent anticipated selling price.

Property Record Card

[2020 Property Record Card\(PDF\)](#)

No data available for the following modules: Buildings, Yard Items, Photos, Sketches.

The Clay County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein. Its use or interpretation. The assessment information is from the last certified tax roll. All data is subject to change before the next certified tax roll. PLEASE NOTE THAT THE PROPERTY APPRAISER MAPS ARE FOR ASSESSMENT PURPOSES ONLY NEITHER CLAY COUNTY NOR ITS EMPLOYEES ASSUME RESPONSIBILITY FOR ERRORS OR OMISSION

[User Privacy Policy](#)
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Last Data Upload: 9/9/2020, 7:46:17 AM

Version 2.3.84

④ 1950
856240

Page 1 of 1

Item # 3.



Book: 1545
Page: 0513
Rec: 03/30/95
12:34 P.M.
File# 9509079
John Keene
Clerk Of Courts
Clay County, FL
FEE: \$185.00
DOC: \$852.40

WARRANTY DEED

THIS INDENTURE, made this 17th day of January, 1995, GUSTAFSON'S DAIRY, INC., a Florida corporation, whose address is 4169 County Road 15A, Green Cove Springs, Florida 32043, party of the first part, and GUSTAFSON'S DAIRY FARM, INC., a Florida corporation, whose address is 4169 County Road 15A, Green Cove Springs, Florida 32043, party of the second part.

W I T N E S S E T H:

That the said party of the first part, in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00), and other good and valuable consideration, to it in hand paid by said party of the second part, the receipt whereof is hereby acknowledged, has granted, bargained, and conveyed to said party of the second part, its successors and assigns forever, the following described land, situate, lying and being in Clay County, Florida, to wit:

SEE EXHIBIT "A" ATTACHED HERETO.

Subject to covenants, restrictions, easements, mortgages and all other encumbrances of record and taxes assessed subsequent to December 31, 1993; provided, however, this reference will not serve to reimpose any such covenants, restrictions or easements.

Real Estate Assessment No. 38-06-26-016515-000-00

And the said party of the first part does hereby fully warrant the title to said land, and will defend the same against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the undersigned has hereunto set his hand and seal on behalf of said party of the first part the day and year first above written.

Signed and Sealed in Our Presence:

GUSTAFSON'S DAIRY, INC., a Florida corporation

Sign: John L. Fisher
Print Name: JOHN FISHER

By: E. S. Gustafson
E. S. Gustafson
President

Sign: James H. Sheehan
Print Name: JAMES H. SHEEHAN

STATE OF FLORIDA
COUNTY OF CLAY

The foregoing instrument was acknowledged before me this 17th day of January, 1995, by E.S. Gustafson, President of Gustafson's Dairy, Inc., a Florida corporation, on behalf of the corporation, who are personally known to me or who has produced a driver's license as identification.

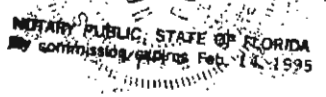
James H. Sheehan
Name: JAMES H. SHEEHAN
NOTARY PUBLIC, State of Florida
Commission Number: 20285377

THIS DOCUMENT WAS PREPARED WITHOUT BENEFIT OF TITLE SEARCH OR SURVEY.

Prepared By/Return To:
James H. Sheehan, Esq.
3366 Mary Draper Court, East
Jacksonville, Florida 32223

PK

dal/24412



A tract of land consisting of 1125 acres, more or less in Clay County, State of Florida in section thirty eight (38), township six (6) south, Range twenty six (26) east. Bordered on the north by Green Cove Avenue on the east by the Seaboard Coast Line Railroad, on the south by lands of J.P. Hall, and on the west by County road 15A. More particularly described as follows:

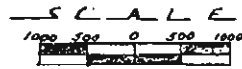
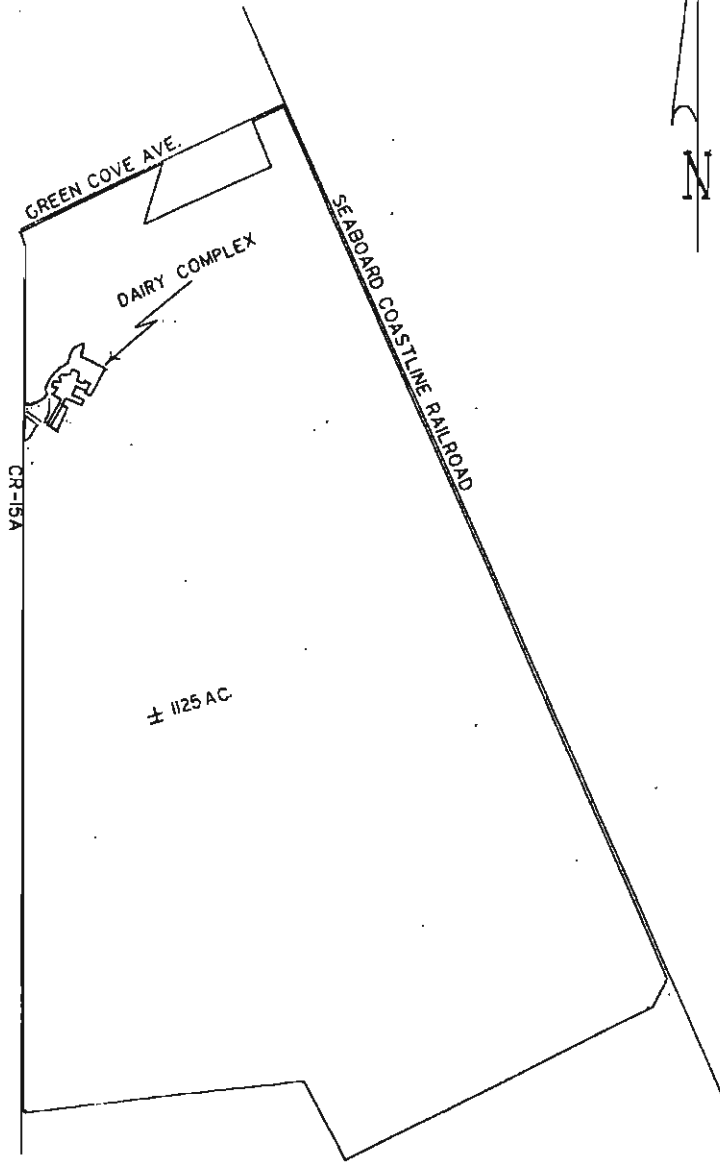
Beginning at the south right of way intersection of CR 15A and Green Cove Ave and thence east along said right of way of Green Cove Ave a distance of \pm 1700 feet turn south west at this point a distance of 640.31 feet at this point turn east a distance of 1416.60 feet, at this point north for a distance of 495.54 feet, east for a distance of 383.55 feet to the right of way of Seaboard Coastline Railroad south along said right of way for a distance of 9,900 feet at this point turn southwest for a distance of 400 feet turn west at this point for a distance of 3550 feet, turn northwest at this point a distance of 900 feet at this point turn west for a distance of 2995 feet to CR 15A right of way turn north along said right of way a distance of 9100 feet to a point of beginning. See Attached Map #1

LESS AND EXCEPT:

A track of land consisting of \pm 13.06 acres located in Clay County, State of Florida in the N.W. of Section thirty eight (38), Township Six (6) south, Range twenty six (26) East and more particularly described as follows:

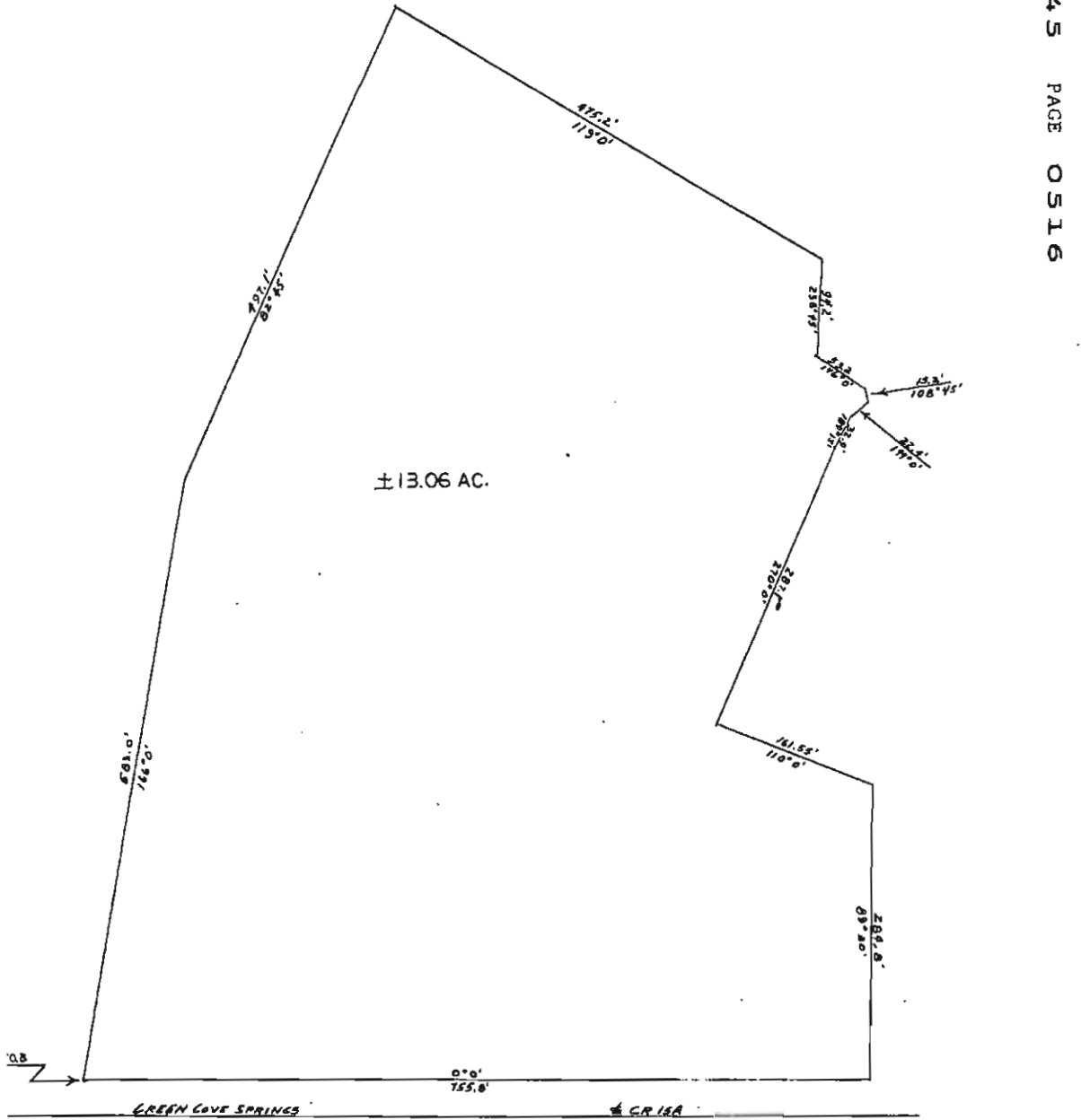
Commence at the center line of Green Cove Ave. at the intersection of Green Cove Ave. and County Road 15A. Thence south along County Road 15A a distance of 1120.5' to a point of beginning (P.O.B.) (iron pipe) continuing south along C.R. 15A 755.8' to an iron pipe (35.0' east of centerline of C.R. 15A) (CR#2) turn an angle of 89° 30' from P.O.B. and continue east a distance 284.8' to an iron pipe (CR#3) turn an angle of 110° 0' from CR#2 and continue north a distance of 161.55' to a brass cap set in concrete (CR#4) turn an angle of 270° 0' from CR#3 and continue east a distance of 287.1' to an iron pipe (CR#5) turn an angle of 189° 15' from CR#4 a distance of 32.9' to a brass cap set in concrete (CR#6) turn an angle of 199° 0' from CR#5 and continue south east 22.4' to a brass cap set in concrete (CR#7) turn an angle of 108° 45' from CR#6 continue east a distance of 15.2' to a brass cap set in concrete (CR#8) turn an angle of 146° 0' from CR#7 and continue north east a distance of 52.2' to an iron rod (CR#9) turn an angle of 238° 45' from CR#8 and continue a distance of 94.2' to an iron pipe (CR#10) turn an angle of 119° 0' from CR#9 and continue 475.2' to an iron pipe (CR#11) turn an angle of 82° 45' from CR#10 and continue a distance of 497.1' to an iron pipe (CR#12 located @ fence corner) turn an angle of 166° 0' and continue a distance of 583.0' to the Point Of Beginning.

SEE ATTACHED MAP # 2



FRONT

North
↑





[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Profit Corporation
GUSTAFSON'S CATTLE, INC.

Filing Information

Document Number P93000028514
FEI/EIN Number 59-3175830
Date Filed 04/16/1993
State FL
Status ACTIVE
Last Event NAME CHANGE AMENDMENT
Event Date Filed 07/06/2004
Event Effective Date NONE

Principal Address

135 W. BAY STREET, SUITE 400
JACKSONVILLE, FL 32202

Changed: 04/07/2020

Mailing Address

P.O. BOX 600337
JACKSONVILLE, FL 32260-0337

Changed: 04/07/2020

Registered Agent Name & Address

BRANT, REITER, MCCORMICK & JOHNSON, P.A.
135 W. BAY STREET, SUITE 400
JACKSONVILLE, FL 32202

Name Changed: 04/20/2016

Address Changed: 04/07/2020

Officer/Director Detail

Name & Address

Title DPVP

GUSTAFSON, E.S. JR.
P.O. BOX 600337
JACKSONVILLE, FL 32260-0337

Title AVPS

GUSTAFSON, EDDIE
P.O. BOX 600337
JACKSONVILLE, FL 32260-0337

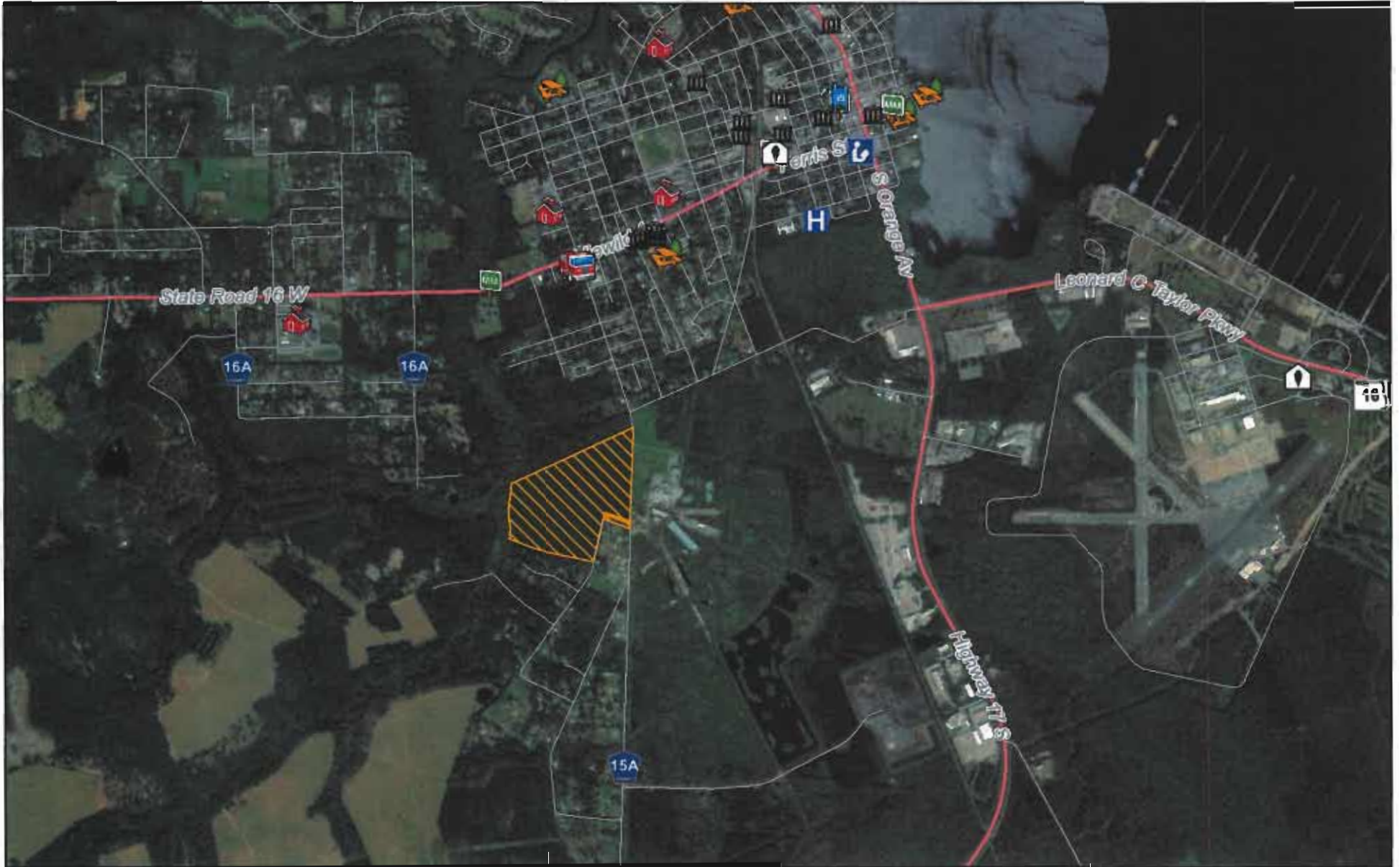
Annual Reports

Report Year	Filed Date
2018	02/26/2018
2019	02/04/2019
2020	04/07/2020

Document Images

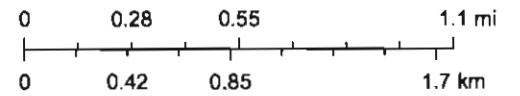
04/07/2020 – ANNUAL REPORT	View image in PDF format
02/04/2019 – ANNUAL REPORT	View image in PDF format
02/26/2018 – ANNUAL REPORT	View image in PDF format
02/13/2017 – ANNUAL REPORT	View image in PDF format
04/20/2016 – ANNUAL REPORT	View image in PDF format
03/03/2015 – ANNUAL REPORT	View image in PDF format
03/19/2014 – ANNUAL REPORT	View image in PDF format
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03/10/2011 – ANNUAL REPORT	View image in PDF format
04/26/2010 – ANNUAL REPORT	View image in PDF format
04/29/2009 – ANNUAL REPORT	View image in PDF format
04/17/2008 – ANNUAL REPORT	View image in PDF format
01/25/2007 – ANNUAL REPORT	View image in PDF format
04/28/2006 – ANNUAL REPORT	View image in PDF format
04/19/2005 – ANNUAL REPORT	View image in PDF format
07/06/2004 – Name Change	View image in PDF format
05/04/2004 – ANNUAL REPORT	View image in PDF format
04/09/2004 – Amendment and Name Change	View image in PDF format
03/03/2003 – ANNUAL REPORT	View image in PDF format
03/13/2002 – ANNUAL REPORT	View image in PDF format
02/13/2001 – ANNUAL REPORT	View image in PDF format
05/30/2000 – ANNUAL REPORT	View image in PDF format
02/16/1999 – ANNUAL REPORT	View image in PDF format
05/28/1998 – ANNUAL REPORT	View image in PDF format
07/15/1997 – ANNUAL REPORT	View image in PDF format
05/01/1996 – ANNUAL REPORT	View image in PDF format
03/31/1995 – ANNUAL REPORT	View image in PDF format

Vicinity Map



September 15, 2020

1:36,112



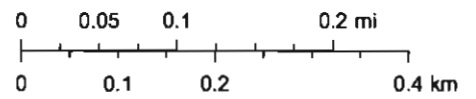
St Johns County, Earthstar Geographics

Aerial Map



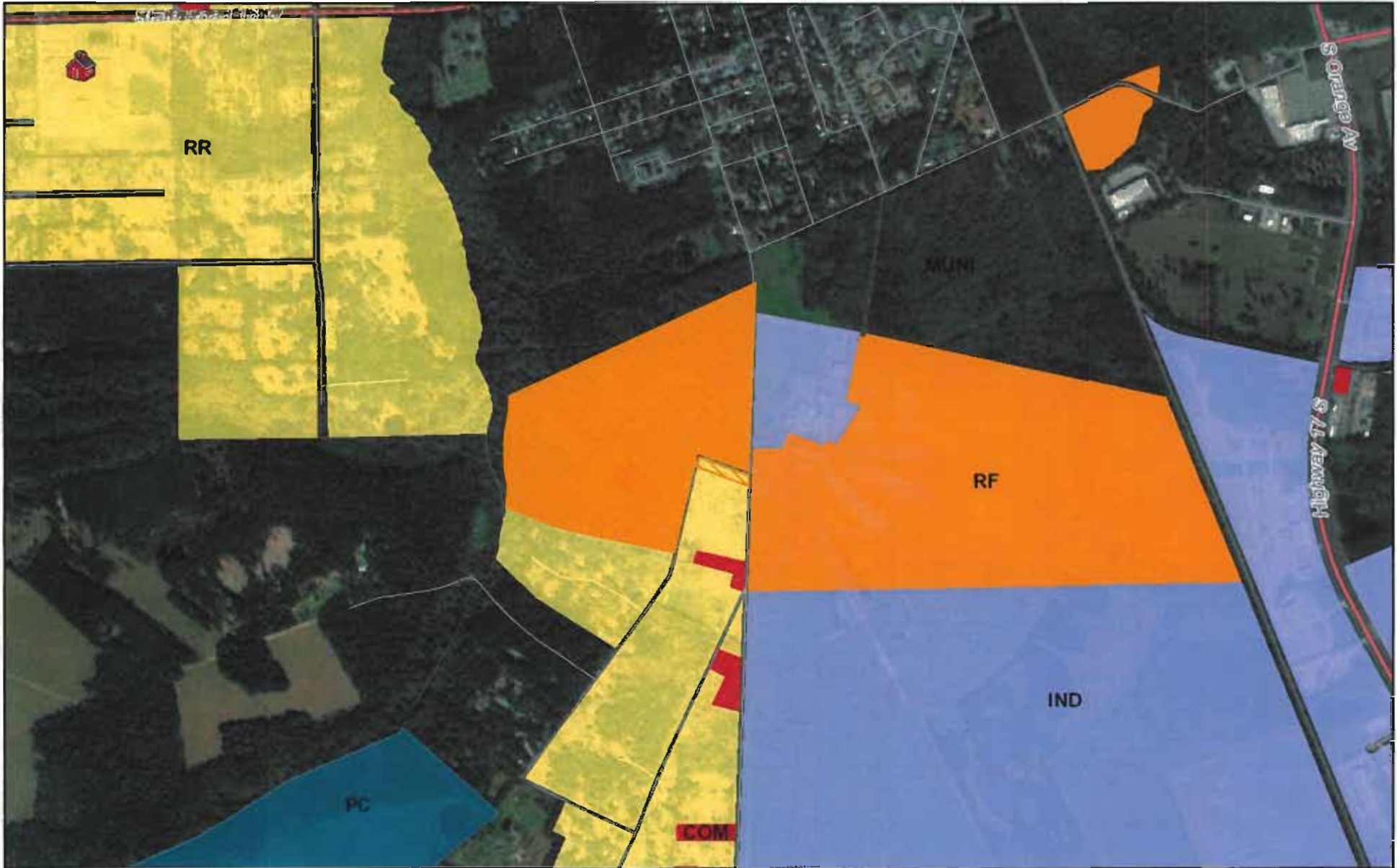
September 15, 2020

1:9,028



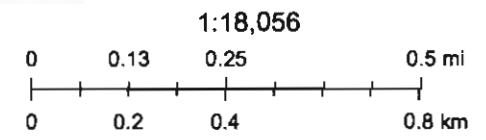
St Johns County, USDA FSA, GeoEye, Maxar

Future Land Use Map (County)



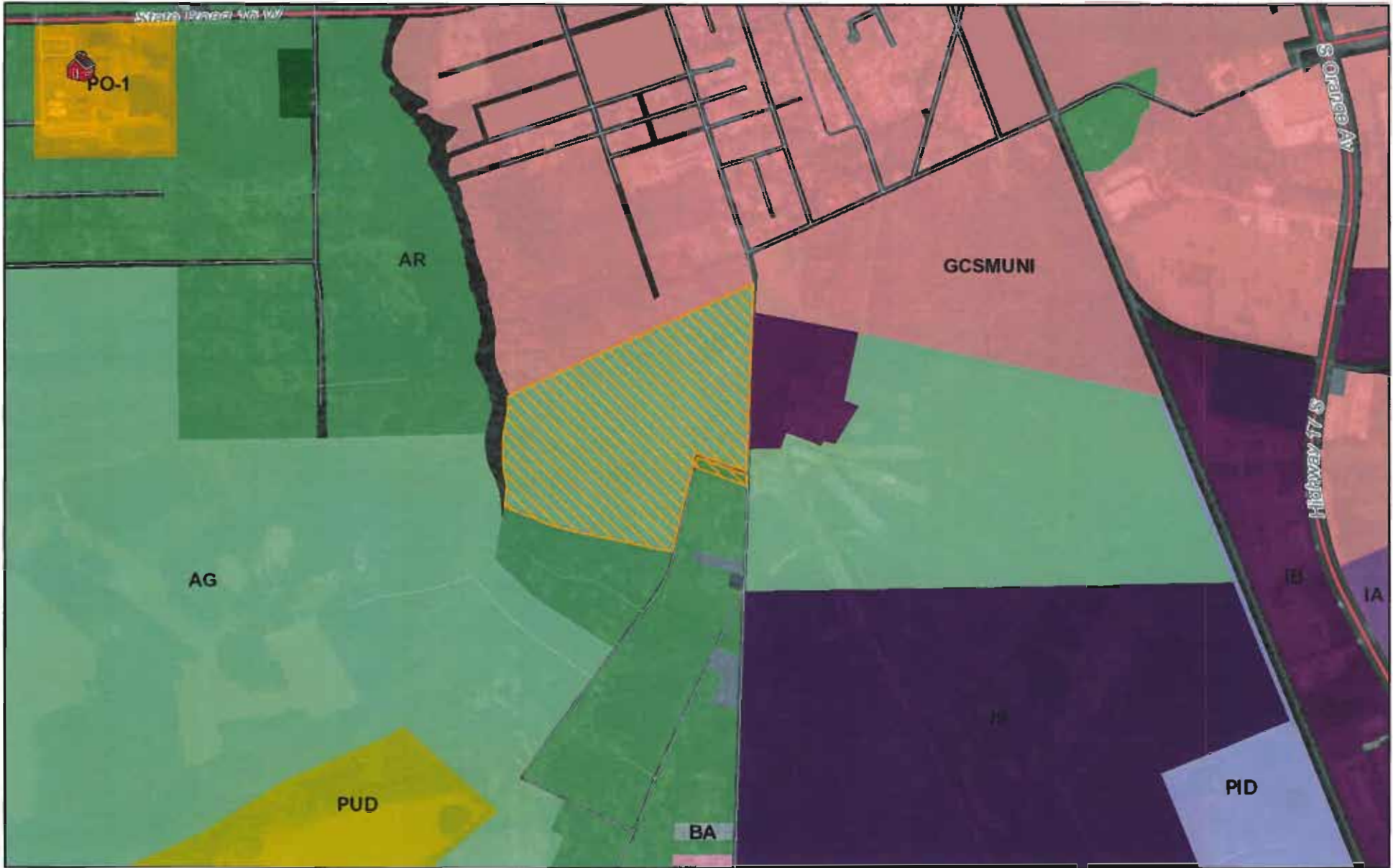
September 15, 2020

drawGraphics_poly	Park	Library; Main Library
User drawn polygons	Library	Fire Station
School	Bookmobile	



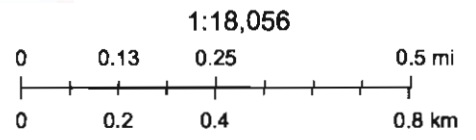
St Johns County, USDA FSA, GeoEye, Maxar

Zoning Map (County)



September 15, 2020

drawGraphics_poly	Park	Library; Main Library
User drawn polygons	Library	Fire Station
School	Bookmobile	



St Johns County, USDA FSA, GeoEye, Maxar



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council **MEETING DATE:** February 16, 2021
FROM: Michael Daniels, AICP, Planning & Zoning Director
SUBJECT: Award of Bid LC 2020-20 for an Urban Planning or Interdisciplinary Firm to complete the 2045 Comprehensive Plan Update. *Michael Daniels*

BACKGROUND

Bid LC 2021-01 was opened on December 17, 2020, and there were five qualified bidders who responded to this project. A selection committee was organized to review each proposal. The Selection Committee included City Council Member Ed Gaw, Planning and Zoning Member Brian Cook, City Manager Steve Kennedy, Assistant City Manager Mike Null and Planning and Zoning Director Michael Daniels.

Bidders included: Calvin, Giordano & Associates (CGA), Causseaux, Hewett, Walpole (CHW), Fleet and Associates (FA), Kimley Horn and Associates (KHA) and S&ME. The Selection Committee initially met on January 13th to discuss the bids. At that time all five committee members ranked CHW, S&ME and KHA as the top three bids with CGA and FA ranked 4th and 5th respectively. The Selection Committee agreed to have the top three bidders provide in-person presentations before making a final decision. On February 2nd, all three firms provided in-person presentations. Following the presentations, the Selection Committee members reviewed the proposals and ranked the firms as noted in Table 1.

Table 1. Ranking of Bidders

	Mike Daniels	Mike Null	Steve Kennedy	Ed Gaw	Brian Cook
1	S&ME	S&ME	S&ME	S&ME	S&ME
2	KHA	KHA	KHA	KHA	KHA
3	CHW	CHW	CHW	CHW	CHW
4	CGA	CGA	CGA	CGA	CGA
5	FA	FA	FA	FA	FA

FISCAL IMPACT

The funds for this project (\$75,000) have been budgeted by the City in the General Fund for FY 20/21.

RECOMMENDATION

Staff recommends the award of Bid LC 2020-20 to S&ME.

**PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF GREEN COVE SPRINGS AND**

THIS AGREEMENT is awarded and entered into this _____ day of _____, 2021 between the CITY of Green Cove Springs, a political subdivision of the STATE OF FLORIDA hereinafter referred to as the "CITY" and S&ME Inc. 1615 Edgewater Drive, Suite 200, Orlando, FL 32804, a Florida Corporation, hereinafter referred to as the "CONTRACTOR".

WITNESSETH

WHEREAS, the CITY desires to obtain the professional services of said CONTRACTOR to provide and perform services as further described hereinafter as Comprehensive Planning Preparation Services and

WHEREAS, the CONTRACTOR hereby certifies that they have been granted and possesses all necessary, valid, current licenses/certifications to do business in the State of Florida and in the CITY of Green Cove Springs, Florida, issued by the respective State Boards and Government Agencies responsible for regulating and licensing the services to be provided and performed by the CONTRACTOR pursuant to this Agreement; and

WHEREAS, the CONTRACTOR has reviewed the professional services required pursuant to this Agreement and is qualified, willing and able to provide and perform all such professional services in accordance with the provisions, conditions and terms hereinafter set forth; and

WHEREAS, all parties hereto agree with all terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants, terms and provisions contained herein, the parties hereto agree that with the mutual acceptance of this Agreement as indicated hereinafter by the execution of this Agreement by both parties that a Contract shall exist between both parties consisting of:

ARTICLE 1.00 - DEFINITIONS

The following are definitions for the terms associated with this Agreement and are provided to establish a common understanding, between the parties, regarding the intended usage, application, and interpretation of same.

1.01 **AGREEMENT** - As it relates to the requirement of the work contemplated herein, this Agreement shall include **Exhibit A** and any documentation by reference, and shall constitute the entire agreement or understandings, written or oral, relating to the matters set forth herein. Any prior Agreements entered into by the parties hereto, for other services shall not be affected by this Agreement nor shall they have any affect, whatsoever, on this agreement.

1.02 **AMENDMENTS** - Any additions, modifications or alterations made to this agreement. All amendments shall be made in accordance with Article 23.00.

1.03 **"CONTRACTOR"** the individual or firm offering professional services, who has executed this Agreement, and who is legally obligated, responsible, and liable for providing and performing any and all services as required under the covenants, terms and provisions contained herein and any and all Amendments hereto. Any reference hereinafter made to the CONTRACTOR shall also include any employees of the CONTRACTOR, and any SUB-CONTRACTORS or employees thereof, who are engaged by the CONTRACTOR for the purpose of performing professional services pursuant to this Agreement.

1.04 **"CITY"** a political subdivision of the State of Florida, and any official and/or employees thereof, who shall be duly authorized to act on the CITY'S behalf, relative to this Agreement.

1.05 **"PARTIES"** CITY and the CONTRACTOR as defined hereinabove.

1.06 **"PROFESSIONAL SERVICES"** all services, work, materials and other professional, technical and administrative activities as set forth in **Exhibit A**, which are necessary to be provided and performed by the CONTRACTOR and its employees, and any and all sub-consultants and sub-CONTRACTORS the CONTRACTOR may engage to provide, perform and complete the services required pursuant to the covenants, terms and provisions contained herein.

1.07 **"PROJECT MANAGER"** the CITY's Planning and Zoning Director or his designee. The PROJECT MANAGER shall be responsible for acting on behalf of the CITY to administer, coordinate, interpret and otherwise manage the contractual provisions and requirements as set forth in this Agreement, or any AMENDMENT(S) hereto. The PROJECT MANAGER shall also serve and act on behalf of the CITY, to provide direct contact and communication between the CITY and the CONTRACTOR, providing information, assistance, guidance, coordination, review, approval and acceptance of the professional services, work and materials to be provided and performed by the CONTRACTOR, pursuant to this agreement, and any Amendment(s) hereto. The PROJECT MANAGER shall also review and approve any and all requests, submitted by the CONTRACTOR, for payment of services performed, pursuant to this Agreement.

1.08 **"SUB-CONTRACTOR"** any individual or firm who offers professional services to the CONTRACTOR, to assist providing and performing the professional services, work and materials for which the CONTRACTOR is contractually obligated, responsible and liable to provide and perform under this Agreement. The CITY shall not be a party to, held responsible or liable for, or assume any obligation whatsoever for any provision under any Agreement entered by the CONTRACTOR and any and all SUB-CONTRACTORS.

1.09 **ADDITIONAL DEFINITIONS - RESERVED**

ARTICLE 2.00 - SCOPE OF PROFESSIONAL SERVICES

The CONTRACTOR agrees to provide to the CITY the services identified in **Exhibit A** under the price schedule contained therein and under the established timeline below:

Task	Estimated Timeline
Citizen Engagement and data collection	February – April 2021
Draft Comprehensive Plan Amendments	February – July 2021
Advisory Group Meetings	March -- July 2021
Public Meetings*	March – July 2021
LPA Commission Transmittal Hearing	August 2021
City Council Transmittal Hearing	September 2021
State (DEO) Review	October-December 2021
LPA Commission Adoption	January 2022
City Council Workshop	February 2022
City Council Adoption	February 2022

ARTICLE 3.00 - TERM

The Agreement Term shall commence upon execution of this agreement and shall end on December 31, 2022.

ARTICLE 4.00 FUNDING

This Agreement or any amendments hereto shall be subject to annual funding availability within the City's budget.

ARTICLE 5.00 - OBLIGATIONS OF THE Contractor

The obligations of the CONTRACTOR, with respect to the services provided herein, shall include, but not be limited to, the following:

5.01 LICENSES

The CONTRACTOR agrees to obtain and maintain, throughout the term of this Agreement, and any extensions hereof, all licenses/certifications as required to do business in the State of Florida and the CITY of Green Cove Springs, including, but not limited to, licenses required by any State Boards, or other governmental agencies, responsible for regulating and licensing the professional services provided and performed by the CONTRACTOR pursuant to this Agreement.

5.02 PERSONNEL

(1) Qualified Personnel - The CONTRACTOR agrees to employ and/or retain only qualified personnel where, under Florida law, requires a license, certificate of authorization, or other form of legal entitlement, to practice such services.

(2) CONTRACTOR's Project Manager - The CONTRACTOR agrees to employ and designate, a qualified professional to serve as its Project Manager. The CONTRACTOR's Project Manager shall be authorized to act on behalf of the CONTRACTOR with respect to directing, coordinating and administering all aspects of the professional services to be provided and performed, pursuant to this Agreement, and/or any Amendment(s) hereto. The CONTRACTOR'S Project Manager shall have full authority to bind and obligate the CONTRACTOR on any matter arising under this Agreement or any Amendment(s) hereto, except upon express written agreement of the CITY. The CONTRACTOR agrees that its Project Manager shall devote whatever time is required to satisfactorily manage the professional services performed by the CONTRACTOR, throughout the entire term of this Agreement and any extension hereof. The person or individual selected, by the CONTRACTOR, to serve as its Project Manager is subject to prior approval and acceptance of the CITY.

(3) Sub-CONTRACTORS – If the CONTRACTOR utilizes SUBCONTRACTORS to assist in providing and performing the professional services, CONTRACTOR will solicit and consider Minority-Owned Businesses.

5.03 STANDARDS OF PROFESSIONAL SERVICE

The CONTRACTOR agrees to provide and perform the professional services set forth in this Agreement, or any Amendments hereto, in accordance with generally accepted standards of professional practice and in accordance with the laws, statutes, ordinances, codes, rules, regulations and policies, of any governmental agencies which may regulate, or have jurisdiction over the professional services to be provided and/or performed by the CONTRACTOR, pursuant to this Agreement.

5.04 INDEMNIFICATION

(1) The CONTRACTOR shall be, liable for any and all damages, losses, and expenses incurred by the CITY caused by the errors, omissions, negligence, or delay(s) of the CONTRACTOR or by any sub-consultant(s) and/or SUBCONTRACTOR(s) engaged by the CONTRACTOR in providing, performing and furnishing services, work and materials pursuant to this Agreement.

(2) The CONTRACTOR shall be liable and agrees to be liable for and shall indemnify, defend

and hold the CITY harmless for any and all claims, suits, judgments or damages, losses and expenses including court costs, expert witness and professional consultation services, and attorneys' fees arising out of the CONTRACTOR'S errors, omissions, negligence, or delay(s), or those of any and all sub-consultants and/or SUBCONTRACTORS engaged by the CONTRACTOR during the providing, performing and furnishing of services, work and materials pursuant to this Agreement and any and all Amendments thereto.

5.05 **NOT TO DIVULGE CERTAIN INFORMATION**

During the term of this Agreement and forever thereafter and except for the provisions of paragraphs 17 and 18 below, the CONTRACTOR agrees not to divulge, furnish or make available, to any third party, without the express written permission of the CITY, any non-public information, where such information has not been properly subpoenaed, concerning the services rendered by the CONTRACTOR.

ARTICLE 6.00 - OBLIGATIONS OF THE CITY

6.01 **AVAILABILITY OF CITY INFORMATION**

At the CONTRACTOR'S request to the PROJECT MANAGER, the CITY agrees to make available all pertinent information, known by the CITY to be available, to assist the CONTRACTOR in providing and performing the professional services required herein. Such information may include, but not be limited to, customer billing information, consumption records, other related data. The CONTRACTOR shall be entitled to reasonably rely on the accuracy and completeness of such information.

6.02 AVAILABILITY OF CITY'S DESIGNATED REPRESENTATIVES

The CITY agrees that the PROJECT MANAGER shall be available within a reasonable period, with reasonable prior notice, given by the CONTRACTOR, to meet and/or consult with the CONTRACTOR on matters pertaining to the professional services to be provided hereunder. The CITY further agrees that the PROJECT MANAGER shall respond, within a reasonable period, to written requests submitted by the CONTRACTOR.

ARTICLE 7.00 - COMPENSATION AND METHOD OF PAYMENT**7.01 COMPENSATION AND METHOD OF PAYMENT**

For the professional services performed by the CONTRACTOR, pursuant to this agreement, the CITY hereby agrees to pay the CONTRACTOR per the pricing schedule shown in **Exhibit A**. The Contractor shall be allowed one approved draw per month during the term of the contract. Payments are net 30 per State quick pay rules.

7.02 PAYMENT WHEN SERVICES ARE TERMINATED

(1) In the event of termination of this Agreement by the CITY and not due to the fault of the CONTRACTOR, the CITY shall compensate the CONTRACTOR for: (1) all services performed prior to the effective date of termination; and (2) shall pay the costs of such as set forth in Section 7.01 of this agreement.

(2) In the event of termination of this Agreement, due to the fault of the CONTRACTOR or at the written request of the CONTRACTOR, the CITY shall compensate the CONTRACTOR for: (1) all services completed prior to the effective date of termination, which have resulted in a usable product or otherwise tangible benefit to the CITY; and (2) shall pay the costs of such as set forth in Section 7.01 of this agreement. Any such payments shall be subject to a set-off, for any damages incurred by the CITY, resulting from delays occasioned by the termination.

7.03 PAYMENT WHEN SERVICES ARE SUSPENDED

In the event the CITY suspends the professional services required to be performed, by the CONTRACTOR, pursuant to this Agreement, the CITY shall compensate the CONTRACTOR for all services performed prior to the effective date of suspension and shall pay the costs thereto as set forth in Section 7.01 of this agreement.

ARTICLE 8.00 - TIME AND SCHEDULE OF PERFORMANCE**8.01 TIMELY ACCOMPLISHMENT OF SERVICES**

The timely and expeditious completion, by the CONTRACTOR, of all professional services provided under this Agreement, or any Amendments hereto is expected. The CONTRACTOR agrees to employ an adequate number of personnel throughout the period of this Agreement, and any extension hereof, so that all professional services to be provided, pursuant to this Agreement, or any Amendments hereto will be provided, performed and completed in a timely and expeditious manner. Time of completion agreed to for this project is February 28, 2022.

Should the CONTRACTOR not be able to complete the services for a project in accordance with the Scope of Services and Schedule agreed to in **Exhibit A**, the CONTRACTOR shall provide the PROJECT MANAGER a revised schedule and narrative indicating the reasons for the delay within a reasonable period of time prior to the expiration date of the original schedule. The PROJECT MANAGER shall review this information and either approve the revised schedule as submitted or provide a written response indicating the deficiencies in the schedule. Once the revised schedule has been approved by the PROJECT MANAGER, it shall then become the schedule for the project. Requests for changes to **Exhibit A** that are denied by the PROJECT MANAGER shall be further reviewed as proposed contract Amendments pursuant to Article 23.00.

8.02 FAILURE TO PERFORM IN A TIMELY MANNER

Should the CONTRACTOR fail to commence, provide, and/or perform any of the professional services required, pursuant to this Agreement, in a timely, continuous, diligent, professional and expeditious manner, the CITY may consider such failure as justifiable cause to terminate this Agreement.

ARTICLE 9.00 - CONFLICT OF INTEREST

The CONTRACTOR represents that it presently has no interest and shall acquire no interest, either directly or indirectly, which would conflict in any manner with the performance of services required hereunder. The CONTRACTOR further agrees that no person having any such conflict of interest shall be employed or engaged by the CONTRACTOR for performance hereunder.

If the CONTRACTOR, for itself and on behalf of its SUBCONTRACTORS, is about to engage in the representation of another client, who it in good faith believes could result in a conflict of interest with the services being rendered pursuant to this Agreement, then the CONTRACTOR shall promptly bring such potential conflict of interest to the CITY'S attention in writing. The CITY will decide in a timely manner. Upon determination that there is a conflict of interest, the CITY will submit written notice of same to the CONTRACTOR and the CONTRACTOR shall decline the new representation. If the CITY determines that there is not any such conflict, then the CITY shall give its written consent to such representation. If CONTRACTOR accepts such a representation without obtaining the CITY'S prior written consent, and if the CITY subsequently determines that there is a conflict of interest, the CONTRACTOR agrees to promptly terminate such new representation. CONTRACTOR shall require each sub-CONTRACTOR to comply with the provisions of this Section. Should the CONTRACTOR fail to advise or notify the CITY, as provided herein above, of representation, which may, or does, result in a conflict of interest, or should the CONTRACTOR fail to discontinue such representation where a conflict is determined to exist, the CITY may consider such failure as justifiable cause to terminate this Agreement.

ARTICLE 10.00 - ASSIGNMENT/TRANSFER

Any assignments or transfer of rights, benefits or obligations hereunder shall only be allowed if approved as an amendment pursuant to Article 23.00.

ARTICLE 11.00 - APPLICABLE LAW/VENUE

This Agreement shall be governed by the ordinances of the CITY of Green Cove Springs, the laws, rules, and regulations of the State of Florida, procedural and substantive, and applicable federal statutes, rules and regulations. The venue for any and all litigation, arising under this Agreement, shall lie in Clay County, Florida.

ARTICLE 12.00 - WAIVER OF BREACH

Waiver by the CITY, of a breach of any provision of this Agreement, by the CONTRACTOR, shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Agreement.

12.01 JURY TRAIL WAIVER

Each Party waives the right to trial by jury on any issues or suits arising hereunder.

ARTICLE 13.00 - INSURANCE COVERAGES**13.01 GENERAL REQUIREMENTS**

The CONTRACTOR shall purchase and maintain such insurance meeting the requirements of the CITY of Green Cove Springs and as will protect it from claims set forth below which may arise out

of or result from the CONTRACTOR'S execution of the WORK, whether such execution be by himself or by any SUBCONTRACTOR or by anyone directly or indirectly employed by any of them, or by anyone for whose acts may be liable:

Claims under workmen's compensation, disability benefit and other similar employee benefit acts.

Claims for damages because of bodily injury, occupational sickness or disease, or death of his employees.

Claims for damages because of bodily injury, sickness or disease, or death of any person other than his employees.

Claims for damages insured by usual personal injury liability coverage which are sustained (1) by any person as a result of an offense directly or indirectly related to the employment of such person by the CONTRACTOR or (2) by any other person; and

Claims for damages because of injury to or destruction to tangible property, including loss of use resulting there from.

Certificates of Insurance acceptable to the OWNER shall be filed with the OWNER prior to commencement of the WORK. These Certificates shall contain a provision that coverages afforded under the policies will not be cancelled unless at least thirty (30) days prior WRITTEN NOTICE has been given to the OWNER.

The CONTRACTOR shall procure and maintain, at his own expense, during the CONTRACT TIME, liability insurance as hereinafter specified.

CONTRACTOR'S General Public Liability and Property Damage Insurance including vehicle coverage issued to the CONTRACTOR and protecting him from all claims for personal injury, including death, and all claims for destruction of or damage to property, arising out of or in connection with any operations under the CONTRACT DOCUMENTS, whether such operations be by himself or by any SUBCONTRACTOR under him, or anyone directly or indirectly employed by the CONTRACTOR or by a SUBCONTRACTOR under him. Upon award, the bidder shall provide a certificate of insurance providing at least thirty (30) calendar days guaranteed written notice of cancellation and the CITY listed as an additionally insured with the following minimums:

Workmen's Comprehensive: meeting State Statutes
 Product Liability: \$ 100,000 single/\$ 500,000 aggregate
 General Liability: \$ 100,000 single/\$ 500,000 aggregate
 Commercial General Liability: \$ 1,000,000 combined single limit
 Automobile Liability: \$ 500,000 combined single limit
 Owned
 Hired
 Non-owned
 Current Form/Comprehensive Form
 Premises Operations
 Explosion and Collapse Hazard
 Underground Hazard
 Products/Completed Operations Hazard
 Contractual Insurance
 Broad Form Property Damage
 Independent CONTRACTORS

The CONTRACTOR shall acquire and maintain, if applicable, Fire and Extended Coverage insurance upon the PROJECT to the full insurable value thereof for the benefit of the CITY, the CONTRACTOR, and SUBCONTRACTORS as their may appear. This provision shall in no way release the CONTRACTOR or CONTRACTOR'S surety from obligations under the CONTRACT DOCUMENT to fully complete the PROJECT.

The CONTRACTOR shall procure and maintain at his own expense, during the CONTRACT TIME, in accordance with the provisions of the laws of the state in which the work is performed, Workmen's Compensation Insurance, including occupational disease provision, for all of his employees at the site of the PROJECT and in case any work is sublet, the CONTRACTOR shall require such SUBCONTRACTOR similarity to provide Workmen's Compensation Insurance, including occupational disease provisions for all of the latter's employees unless such employees are covered by the protection afforded by the CONTRACTOR. In case any class of employees engaged in hazardous work under this contract at the site of the PROJECT is not protected under Workmen's Compensation statute, the CONTRACTOR shall provide, and shall cause each SUBCONTRACTOR to provide, adequate and suitable insurance for the protection of his employees not otherwise protected.

Insurance for WORK to be performed. Unless specifically authorized by the CITY, the amount of such insurance shall not be less than the CONTRACT PRICE totaled in the BID. The policy shall cover not less than the losses due to fire, explosion, hail, lightning, vandalism, malicious, mischief, wind, collapse, riot, aircraft, and smoke during the CONTRACT TIME, and until the WORK is accepted by the CITY. The policy shall name as the insured the CONTRACTOR, the ENGINEER, and the CITY.

The CITY shall be specifically included as an additional insured. This does not pertain to workers compensation.

All certificates of insurance must be on file with, and approved by, the CITY before the commencement of any work activities.

ARTICLE 14.00 - DUTIES AND OBLIGATIONS IMPOSED ON THE CONTRACTOR

The duties and obligations imposed on the CONTRACTOR, and the rights and remedies available hereunder shall be in addition to, and not a limitation on, any such duties and obligations or rights and remedies otherwise imposed or available by law or statute.

ARTICLE 15.00 - REPRESENTATION OF THE CITY

The CONTRACTOR, in performing the professional services required pursuant to this Agreement, or any Amendments hereto, shall only represent the CITY in the manner, and to the extent, as specifically set forth in this Agreement or any Amendments hereto.

The CITY will neither assume nor accept any obligation, commitment, responsibility or liability, which may result from a representation by the CONTRACTOR, which is not specifically provided for and or authorized by this agreement or any Amendments hereto.

ARTICLE 16.00 - MAINTENANCE OF RECORDS

The CONTRACTOR shall maintain adequate records and supporting documentation, applicable to all services, work, information, expenses, costs, invoices and materials, provided and performed, pursuant to the requirements of this Agreement. Said records and documentation shall be retained by the CONTRACTOR for a minimum of five (5) years from the date of natural expiration or termination of this Agreement.

The CITY and its authorized agents shall, after providing reasonable notice, have the right to audit, inspect and copy all such records and documentation, as often as the CITY deems necessary during the term of this Agreement, and during the five (5), year period thereafter, as required above, provided that

such activity is conducted during normal business hours and at the expense of the CITY.

ARTICLE 18.00 – PUBLIC RECORDS REQUIREMENTS

Notwithstanding any provision in this agreement to the contrary, the following public records requirements shall apply:

The CONTRACTOR, or provider of services hereunder, shall allow public access to all documents, papers, letters, or other material subject othe provisions of Chapter 119, Florida Statutes, made or received by the CONTRACTOR in conjunction with this Contract. Specifically, the CONTRACTOR must:

- (1) Keep and maintain public records that ordinarily and necessarily would be required by the CITY in order to perform the services being performed by the CONTRACTOR.
- (2) Provide the public with access to public records on the same terms and conditions that the CITY would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- (3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- (4) Meet all requirements for retaining public records and transfer at no cost to the CITY for all public records in possession of the CONTRACTOR upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the CITY in a format that is compatible with the information technology systems of the CITY.
The City's point of contact for all Public Records requests is Erin West, City Clerk, ewest@greencovesprings.com.

The CONTRACTOR shall promptly provide the CITY with a copy of any request to inspect or copy public records in possession of the CONTRACTOR and shall promptly provide the CITY a copy of the CONTRACTOR's response to each such request. Failure to grant such public access will be grounds for immediate termination of this Contract by the CITY.

THIS ARTICLE WILL BE DEEMED TO APPLY TO ALL SERVICE CONTRACTS UNLESS THE CONTRACTOR CAN DEMONSTRATE BY CLEAR AND CONVINCING EVIDENCE THAT IT IS NOT ACTING ON BEHALF OF THE CITY UNDER FLORIDA LAW.

ARTICLE 19.00 - HEADINGS

The HEADINGS of any Articles, Sections, and/or Attachments, to this Agreement, are for convenience only and shall not be deemed to expand, limit or change any of the provisions contained herein.

ARTICLE 20.00 - RESERVED

ARTICLE 21.00 - NOTICE AND ADDRESS OF RECORD

21.01 NOTICE BY CONTRACTOR TO CITY

All notice to the CITY, pursuant to this Agreement, shall be made in writing and shall be delivered through the United States Postal Service, first class mail, postage prepaid and addressed to the following, CITY, address of record:

The City of Green Cove Springs
City Hall - Finance Department –Attn: Laurie Griffin
321 Walnut Street
Green Cove Springs, Florida 32043

21.02 NOTICES BY CITY TO CONTRACTOR

All notices to be given to the CONTRACTOR, pursuant to this agreement, shall be made in writing and shall be delivered through the United States Postal Service, first class mail, postage prepaid and addressed to the following, CONTRACTOR'S address of record: 1615 Edgewater Drive, Suite 200, Orlando, FL 32804, Attn: Patricia Tyjeski

21.03 CHANGE OF ADDRESS OF RECORD

Either party may change its address of record, at any time, by written notice to the other party given in accordance with the requirements as set forth in Article 20.01, above.

ARTICLE 22.00 - TERMINATION**22.01 GENERAL PROVISIONS**

This Agreement may be terminated by the CITY or the CONTRACTOR, with or without cause by giving thirty (30) days written notice to the other party as required in Article 20.00 above.

22.02 TERMINATION DUE TO BANKRUPTCY OR INSOLVENCY

If the CONTRACTOR is adjudged bankrupt or insolvent, if it makes a general assignment for the benefit of its creditors, if a trustee or receiver is appointed for the CONTRACTOR or for any of its property or if it files a petition to take advantage of any debtor's act or to reorganize under bankruptcy or other similar laws the CITY may, without prejudice to any other right or remedy, and after giving the CONTRACTOR written notice, terminate this Agreement.

22.03 CONTRACTOR TO DELIVER MATERIAL

Upon termination for any reason, the CONTRACTOR shall promptly deliver to the CITY all documents or papers, which the CITY has exclusive rights, by virtue of this Agreement or any other services performed by the CONTRACTOR on behalf of the CITY.

ARTICLE 23.00 - AMENDMENTS

The covenants, terms, and provisions contained herein may be amended, altered and/or modified upon express written consent of the parties hereto. In the event of conflicts between the covenants, terms, and/or provisions hereof, and any amendment(s) hereto, the latest executed Amendment(s) shall take precedent.

ARTICLE 24.00 ADMINISTRATIVE PROVISIONS

In the event the CITY issues a purchase order, memorandum, letter, or other instruments addressing the professional services, to be provided and performed pursuant to this Agreement, it is hereby specifically agreed and understood that such purchase order, memorandum, letter or other instruments are for the CITY'S internal control purposes only, and any and all terms, provisions, and conditions contained therein, shall in no way modify the covenants, terms and provisions of this Agreement, or any amendments hereto, and shall have no force or effect hereon.

ARTICLE 25.00 - ACCEPTANCE

Acceptance of this Agreement shall be indicated by the signature of the duly authorized representative of the parties hereto, in the space provided, and be attested to as indicated hereafter.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have executed this Agreement effective this _____ day of _____, **2021**.

CITY OF GREEN COVE SPRINGS, FLORIDA

CITY OF GREEN COVE SPRINGS, FLORIDA

By: _____
B. Van Royal, Mayor

By: _____
Steve Kennedy, City Manager

ATTEST: _____
Erin West, CITY CLERK

Approved as to form only:

L.J. Arnold III, CITY ATTORNEY

CONTRACTOR –

By: _____
George Kramer, Area Manager-Planning and Design

Witness as to CONTRACTOR

EXHIBITS

December 22, 2020



City of Green Cove Springs FLORIDA

2045 COMPREHENSIVE PLAN UPDATE



GREEN COVE SPRINGS.

COUNTY SEAT OF CLAY COUNTY.

INCORPORATED 1874.

1885.

21 Pine Grove &
22 Butler & Ave
23 H. C. Senter,
24 W. S. Plummer,
25 C. Crocker,
26 W. J. Wilcox,
27 J. R. Colby, C
28 W. D. Collins
29 M. J. Canova,
30 R. ... & P
and etc.

Proprietor.



ORIGINAL



December 22, 2020

City of Green Cove Springs
 City Hall
 321 Walnut Street
 Green Cove Springs, Florida 32043

Reference: RFP No.: LC 2020-02 – 2045 Comprehensive Plan Update

Dear Members of the Selection Committee:

Over the past 30 years, Clay County has grown at a rapid pace, more than doubling in population to a current total of almost 220,000 residents. This growth has taken the form of low density/intensity suburban development, creating a “bedroom community” in which many Clay County residents commute to Duval County for work. During this same period the County seat of Clay, Green Cove Springs, saw a more modest population increase and has been able to maintain the rich historic character of this waterfront city. The First Coast Expressway, connecting I-95 and I-10 to the south and west of Green Cove Springs, provides both economic opportunity as well as a potential threat to the City’s authenticity. A thoughtful and thorough Comprehensive Plan is required to achieve the delicate balance of fostering economic development and preserving community character.

S&ME understands the unique needs of historic cities facing growth pressures and possesses extensive experience in Comprehensive Planning. Our Project Manager, Pat Tyjeski, has provided a full range of planning consulting services for multiple jurisdictions during her career. Furthermore, she has considerable experience with the ***EAR process and has prepared, amended, rewritten and/or assessed comprehensive plans for more than 30 local governments.*** Collectively, our seven (7) in-house planners offer more than 100 years of professional planning experience.

S&ME was incorporated in North Carolina in 1973 and now has offices in 14 states, including Florida. Our Planning Team, based in Florida, comes from the legacy firm of Littlejohn, acquired by S&ME, Inc. in 2015 and offers deep experience in comprehensive planning, drafting development and design standards (traditional and form-based), historic preservation, community redevelopment, urban design, trail master planning, gateway signage and wayfinding, transportation planning and engineering (including complete streets and context sensitive design), economic impact assessments, public engagement, market analyses, GIS, neighborhood plans, 3-D Visualization and related planning activities.

We have built our Planning practice by working with historic and character-rich cities, like Green Cove Springs, throughout Florida. We are excited about the opportunity to share our team’s unique combination of deep experience and cutting-edge design and visualization capabilities with your community through this Comprehensive Planning effort. Thank you in advance for your consideration; we hope to have the opportunity to expand our thoughts and ideas in person through the interview process.

Sincerely,

S&ME, Inc.

A blue ink signature of George M. Kramer.

George M. Kramer, AICP, LEED AP
 Area Manager-Planning and Design

A blue ink signature of Patricia Tyjeski.

Patricia Tyjeski, AICP
 Project Manager



1. COMPANY INFORMATION



FIRM PROFILE

Primary Contact:

Patricia Tyjeski, AICP
Project Manager
1615 Edgewater Drive #200
Orlando, FL 32804
407.975.1273
ptyjeski@smeinc.com

S&ME Services:

- Planning
- Economic Development and Redevelopment
- Civil Engineering
- Landscape Architecture
- Transportation
- Land Surveying & Mapping
- Geotechnical Services
- Environmental Services
- Construction Materials Engineering and Testing

Total Employees: 1,100

Operates 34 offices in the following states:

- Florida
- Alabama
- Georgia
- Indiana
- Kentucky
- Louisiana
- North Carolina
- Ohio
- South Carolina
- Tennessee
- West Virginia

S&ME, Inc. (S&ME) delivers planning, engineering, design, environmental and construction services for the built environment. We offer a comprehensive suite of land development consulting services. Founded in 1973, we have grown to a 1,100-person corporation operating from 34 offices in the Southeast and Midwest. Our Planning Team, based in Florida, comes from the legacy firm of Littlejohn, acquired by S&ME, Inc. in 2015.

S&ME is owned by our employees who remain faithful to our core values of safety, quality and client service. Our goal is to provide practical solutions to our clients' infrastructure, development and environmental challenges. We care about our clients and devote our abundant resources and technical expertise to helping them successfully achieve their objectives. The firm has enjoyed great success, receiving peer recognition and numerous professional awards for our projects.

Through a balanced interdisciplinary approach, S&ME delivers results by providing innovative and sustainable solutions. As strategic development advisors, S&ME offers a wide array of expertise through a collaborative approach to projects that is focused on implementation from the outset. Our planners, designers and engineers work together to develop creative designs and pioneering ideas; which are then rigorously tested for workability. We define success through quality built projects.

The S&ME planning team includes 8 planners (5 certified), supported by more than 60 professionals from a variety of disciplines in our Orlando and Tampa offices. Between our two Florida offices, we can assist the County with all the services listed in the RFP without the need for sub-consultants. Our Project Managers are available by phone 24/7. Our business cards and email signature lines include our mobile numbers and will take calls from our clients. Requests for in-person meetings can typically be fulfilled within a few hours. Even though we are located in Orlando, we have demonstrated responsiveness to clients at similar (or longer) distances in the past, as has been the case with Panama City, Pinellas Park, St. Augustine, Fort Pierce, and more.

Our planning team has developed a specific practice area focused on traditional planning, including Comprehensive Planning, Land Development Code updates, Redevelopment, Economic Development, Historic Preservation, Complete Streets/Context Sensitive Design and Small Area Studies. S&ME has worked on numerous comprehensive planning projects including new plans, assessments of existing plans, amendments, and plan updates that address legislative changes or changes in population growth or development trends. S&ME has also assisted numerous cities and counties with the preparation of streamlined, user-friendly land development regulations, form-based codes, design standards and technical manuals. Our current and previous clients range from rural counties to fast growing urban communities.

The S&ME approach to planning is based on intense public participation and visioning coupled with analysis of the latest economic and demographic data. Our plans and codes are user-friendly, with concise writing and clear graphics illustrating concepts that provide predictability for the local government, the development community and the general public.

1. COMPANY INFORMATION

CAPABILITIES

Comprehensive Planning:

The S&ME Team has prepared, amended, rewritten and/or assessed comprehensive plans for more than 30 jurisdictions in Florida. The following examples show the types of assistance we have provided:

- **Evaluations and Appraisal Reports (EAR):** Cities of Apopka, Cocoa, Casselberry, Clermont, Daytona Beach (subs to another firm), Eustis and Melbourne. Facilitated public workshops and scoping meetings for all of them.
- **EAR-Based Plan Amendments:** Cities of Apopka, Clermont, Cocoa, Edgewater, Fort Pierce, Leesburg, Mascotte, Melbourne, Quincy, St. Cloud, and Winter Springs; and DeSoto and Osceola counties.
- **Comprehensive Plan Amendments:** Apopka (to implement recommendations of small area studies and establish mixed-use future land use categories); Hawthorne (to address the addition of 1,200 acres to the City); Sebastian (update of 5 elements); Winter Springs (future land use amendment for 50-acre parcel within a DRI); Manatee County (to incentivize development in the urban core); Putnam County (3 elements); Seminole County (study recommending the streamlining of the County's future land use categories); Volusia County (recommendations related to development intensity standards; LIU land use category definition and goals, objectives and policies; water and sewer connection policies; commercial allocation ratios; and workforce housing policies).
- **Peer Review:** City of Miami Gardens (FPZA award winner).
- **Population Projections:** Most rewrites performed included the preparation of population projections using State-accepted statistical methods.
- **Agency Review:** Volusia Growth Management Commission and the St. Johns River Water Management District.

Other Services:

- **Land Use Planning, Site Planning and Site Design:** Our S&ME team has extensive experience in land use planning in Florida. Some of our most notable recent examples include the land use plans we prepared for the City of Apopka: the Ocoee-Apopka Road Land Use Plan (prepared in anticipation of the relocation Florida Hospital to this area) and the Wekiva Parkway Land Use Study (prepared in anticipation of a new highway interchange opening in that area which is mostly undeveloped). We also assisted the City of Palm Coast by completing a land use plan for approximately 14,000 acres including the Flagler County Airport and surrounding land areas to further the economic and development growth of the airport, and more recently the City of Orlando with the Curry Ford Road Vision Plan. We assisted the City of Sanford with Comprehensive Plan and Land Development Code amendments necessary to facilitate a multi-use development in downtown (Sanford Waterfront Redevelopment Plan). We designed the master plan for the site and subsequently solicited and vetted potential development partners and teams to implement the phased development program outlined within the Conceptual Master Plan.
- **Land Development Code and Ordinance Preparation:** The S&ME Team has assisted numerous jurisdictions with the rewrite or amendments to their land development regulations. We prepared the City of Palm Coast's first land development code, rewrote the City of Melbourne's Zoning Code, and provided peer review for the rewrite of the City of West Melbourne's Land Development Regulations. We have assisted the cities of Apopka, Gulf Breeze, Lady Lake, Lakeland, Melbourne, Orlando, Ormond Beach, Winter Springs, and the counties of Manatee and Volusia with amendments to their land development codes to incorporate new regulations. Amendments included rewriting ordinances in the following areas: Signs, landscaping, accessory structures, lighting, noise, home occupations, parking, height, short-term rentals, mobile homes, portable storage units, and non-conforming uses; and establishing new sections related to mixed-use zoning and design standards. S&ME planners have also prepared form-based regulations for Kissimmee, Gainesville, Orlando (Downtown South), Lady Lake, Volusia County (major thoroughfares), Immokalee in Collier County, Lakeland, Gulf Breeze, Port St. Joe, Maitland and Manatee County. We have also prepared design standards for historic districts (Sanford, Punta Gorda, Melbourne, and Lakeland).

1. COMPANY INFORMATION

CAPABILITIES

- **Transportation Planning and Impact Analysis:** Our multi-disciplinary team has worked on a variety of transportation planning projects, ranging from parking studies in Tampa, Kissimmee and Jacksonville, among others, to Complete Streets projects for the cities of Orlando and St. Augustine and Manatee County. For the City of St. Augustine, we have been working on a citywide mobility plan that will include five sections addressing Street Network, Land Use/Urban Design, Parking, Transportation Demand Management and a Capital Improvements Program. The S&ME team has also reviewed and prepared transportation impact analyses (TIAs). Under continuing services agreements with the City of Daytona Beach and the Town of Oakland, we have been providing reviews of traffic impact analyses submitted in conjunction with applications for development approval. S&ME currently serves as lead consultant for the Florida Department of Transportation (FDOT) Districtwide Complete Streets contract (District 1).
- **Urban Design and Landscape Architecture:** For over 20 years, S&ME staff has provided urban design and landscape architecture services for numerous communities across Florida including the cities of Orlando, Clermont, Orange County, Lakeland, Haines City and many more. We have completed numerous award-winning public realm projects such as: The West Orange Trail, Leu Gardens, Lake Eva Park, Lake Mirror Park, Hollis Garden, Lake Myrtle Park and Common Ground Park. Our team has a reputation of creating unique, successful, context sensitive designs which add lasting value to communities' parks, trails and open space systems. Our expertise includes trail and park system master planning and design, active and passive recreational facilities, streetscapes, urban design and both greenfield and brownfield development. We are also prequalified by FDOT in Group 15 Landscape Architecture, to prepare landscape plans for the state highway system.
- **Development Application Review:** Our planners, landscape architects and engineers (civil and transportation) have been helping various municipalities with development review. We are currently assisting the City of Gulf Breeze with reviews for compliance with architectural standards; the City of Melbourne with the review of Certificates of Appropriateness; the cities of Kissimmee and West Melbourne with reviews of subdivision and commercial site plans for compliance with the city's development regulations; and the City of Daytona Beach with reviews of traffic impact analyses. We have also assisted the City of Oviedo with reviews of subdivision and commercial site plans for compliance with the city's development regulations; the City of Sebastian with six residential and non-residential developments; and the Town of Lady Lake for compliance with architecture and landscaping regulations.





2. QUALIFICATIONS

PROJECT SUMMARY 1

CLIENT

City of Lake Wales, FL
Autumn Cochella
Development Services
Manager
201 West Central Avenue
Lake Wales, FL 33853
T: 863.678.4182 Ext. 229
E: acochella@lakewalesfl.gov

LENGTH OF CONTRACT
January-December 2020

FEE
\$90,194

PROJECT STAFF

- Patricia Tyjeski, AICP
- Chris Dougherty, AICP
- Nick Hill
- Katie Martin
- Em Schaefer

Lake Wales Comprehensive Plan Lake Wales, Florida



S&ME was selected by Lake Wales to update their comprehensive plan at the end of 2019. The City's plan had not been substantially updated since 2000, and at the time that S&ME was engaged, the horizon year of the plan had lapsed by five years. Updating the plan was imperative due to the significant growth (both expansion of city boundaries and population) the City had experienced in the early to late 2000s. Incorporated in 1917, the City of Lake Wales has a long history, over 100 years, of planning by some of the most renowned landscape architects, planners and urban designers of their time. In the 1920s and 30s, as the Olmsted Brothers (sons of Frederick Law Olmsted) were designing the Bok Tower gardens and Mountain Lake community, the City engaged the brothers and William Lyman Phillips to create a plan for the City which was a reflection of the City Beautiful movement.

Through the evaluation and appraisal review process, S&ME updated the City of Lake Wales's entire Comprehensive Plan. The project first included the preparation of a new data and analysis volume for all eleven elements that make up the City's plan. S&ME facilitated a steering committee made up of local business leaders, social activists, developers and architects.

The public involvement process incorporated Zoom virtual workshops and meetings to engage the community. Following the well-attended virtual workshop and active steering committee, the Goals, Objectives and Policies were updated to address antiquated references and requirements, incorporate previous planning studies, address changes in state statutes and incorporate public input. The plan has been transmitted to state agencies for review and is anticipated to be adopted in January 2021.

LINK:

Password: bYLucV8k

<https://smeinc.egnyte.com/fl/BMrJPxzi3r>

2. QUALIFICATIONS

PROJECT SUMMARY 2

Hawthorne Comprehensive Plan Update Hawthorne, Florida

CLIENT

City of Hawthorne, FL
 Ms. Ellen Vause
 City Manager
 6700 SE 221st Street
 Hawthorne, FL 32640
 T: 352.481.2432
 E: evause@cityofhawthorne.net

LENGTH OF CONTRACT

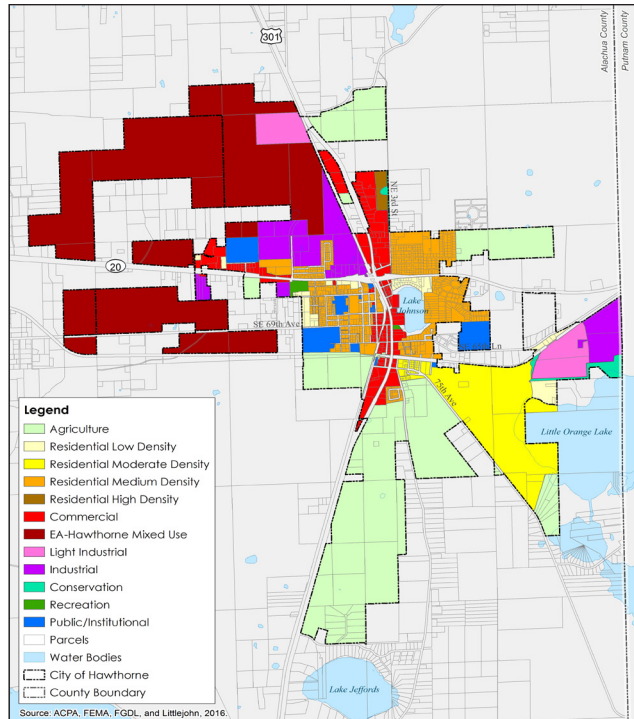
August 2016-July 2017

FEE

\$40,000

PROJECT STAFF

- George Kramer, AICP
- Chris Dougherty, AICP
- Patricia Tyjeski, AICP



In 2011, Georgia Pacific shutdown their Hawthorne operation (two miles east of the city limits), which left 400 employees, most of whom reside in Hawthorne, without work or future prospects with the company. In 2015, the City annexed approximately 1,200 acres proposed for the development of a community-altering economic development project. With those two major events, the City saw the need to update its Comprehensive Plan. In 2016, S&ME assisted the City, a Rural Economic Development Initiative designated community, in obtaining a Technical Assistance Grant from the Department of Economic Opportunity to update the Plan and prepare the update.

Prior to drafting the plan, a workshop was conducted with the public to identify changes in local conditions. The team updated data and analysis as well as goals, objectives and policies, for all elements, including Future Land Use, Transportation, Housing, Public Facilities, Conservation, Recreation and Open Space, Capital Improvements, Public School Facilities and Intergovernmental Coordination. Population projections were prepared, which provided a projected growth rate based on historic trends with anticipated economic development projects that will drive the City's future growth. GIS mapping and analyses were also conducted.

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2. QUALIFICATIONS

PROJECT SUMMARY 3

Fort Pierce Comprehensive Plan EAR-Based Amendments Fort Pierce, Florida

CLIENT

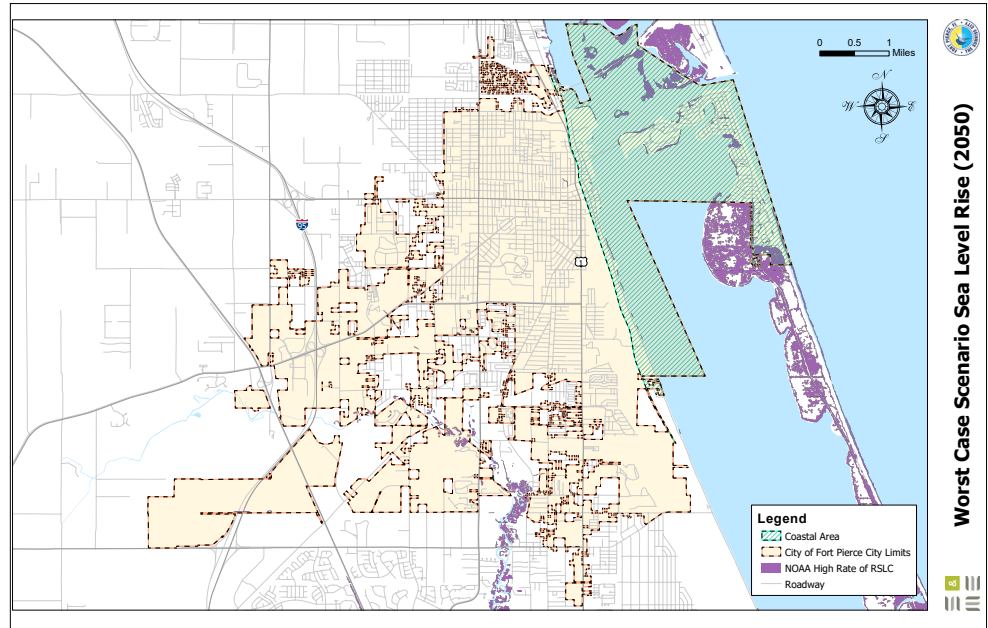
City of Fort Pierce, FL
 Ms. Jennifer Hofmeister
 Planning Director
 100 North U.S. 1
 Fort Pierce, FL 34950
 T: 772.467.3739
 E: jhofmeister@cityoffort
 pierce.com

LENGTH OF CONTRACT
 February 2019-March 2020

FEE
 \$33,550

PROJECT STAFF

- George Kramer, AICP
- Patricia Tyjeski, AICP
- Chris Dougherty, AICP
- Terry McKloski, AICP
- Nick Hill



In 2019, S&ME updated of the City’s Comprehensive Plan based on a previously submitted Evaluation and Appraisal Notification Letter. The City’s plan had not been substantially updated since their last EAR. The first task included the preparation of a recommendations matrix that listed statute changes since the last EAR update and noted which portions of the City’s plan needed to be amended. Upon approval by city staff, the matrix served as a guide for the plan update. S&ME updated the future land use map to be consistent with past amendments and sea level rise. As part of the peril of flood additions to the plan, coastal mapping was incorporated along with other necessary changes. S&ME amended the goals, objectives and policies of the Coastal Management Element to reduce flood risks in coastal areas, and to encourage the use of strategies that will result in the removal of coastal property from FEMA flood zone designations. S&ME guided the project through the approval process, which included coordinating with DEO, presenting the amendments at all required public hearings and drafting the ordinance.

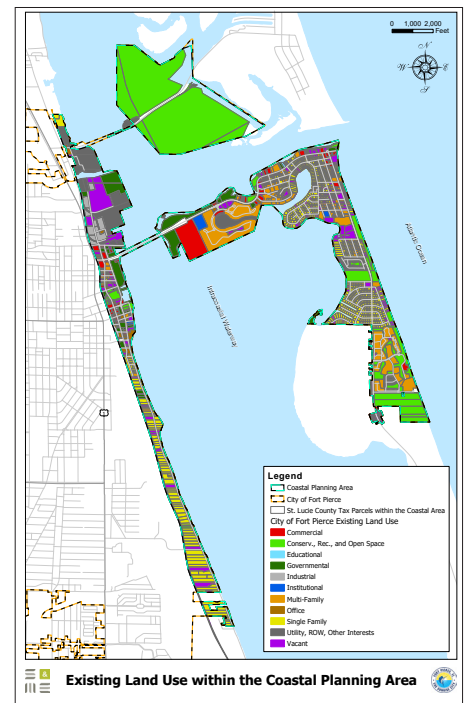
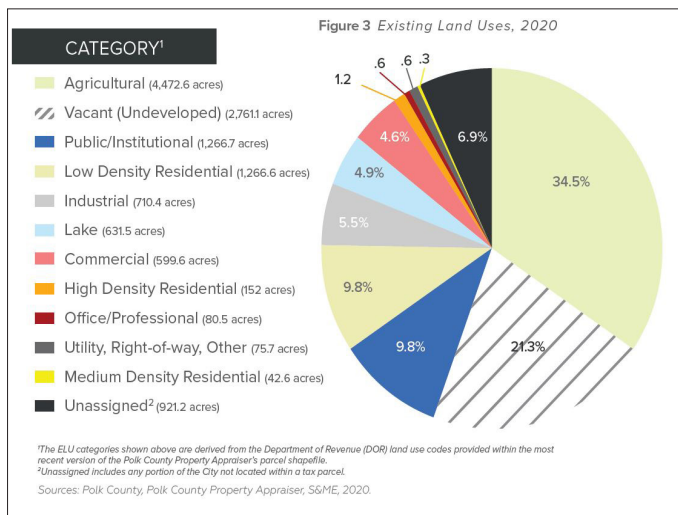
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2. QUALIFICATIONS

LIST OF COMPREHENSIVE PLAN EXPERIENCE

The S&ME team has extensive experience with comprehensive plans from comprehensive plan rewrites, updates, Evaluation and Appraisal Reports (EARs) to EAR-based plan amendments. S&ME has assisted numerous jurisdictions with their comprehensive plans to fit their needs and preferences. The following is a list of the jurisdictions we have completed projects for in the past (*denotes award-winning projects):

- City of Apopka
- City of Casselberry
- City of Clermont
- City of Cocoa
- City of Daytona Beach
- DeSoto County
- City of Edgewater
- City of Eustis
- City of Fort Pierce
- City of Hawthorne
- City of Hialeah
- City of Howey-in-the-Hills
- Town of Lady Lake
- City of Lake Wales
- City of Leesburg
- City of Maitland
- Manatee County*
- City of Mascotte
- City of Melbourne
- Miami Gardens*
- Osceola County
- City of Oviedo
- Polk County
- Putnam County
- City of Quincy
- Robertson County, TN
- City of Sanford
- City of Sebastian
- Seminole County
- St. Johns River Water Management District (SJRWMD)
- Sumter County
- City of St. Cloud
- Volusia Growth Management Commission (VGMC)
- Volusia County
- City of Winter Springs
- City of Wildwood

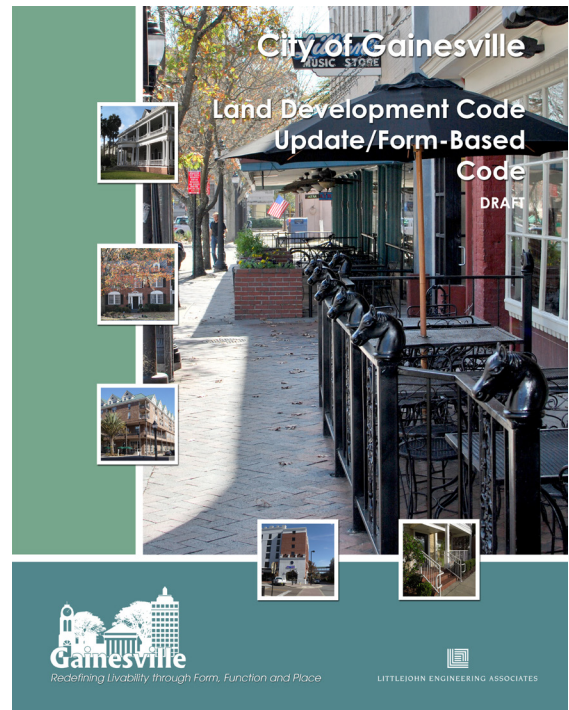
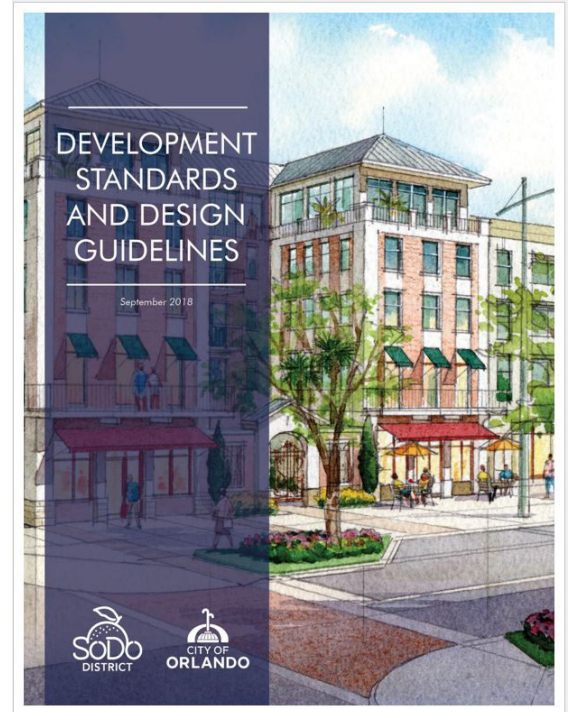


2. QUALIFICATIONS

LIST OF LAND DEVELOPMENT CODE EXPERIENCE

The S&ME team has extensive experience with land development codes. The following is a list of the jurisdictions we have completed projects for in the past:

- City of Apopka, Design Guidelines
- City of Apopka, Lake Apopka Loop Trail Design Guidelines
- City of Apopka, Land Development Code
- City of Apopka, Wekiva Parkway/Kelly Park Interchange Form-Based Code
- Collier County, Bayshore Gateway Triangle CRA Redevelopment Plan
- Collier County, Immokalee CRA Form-Based Code
- City of Gainesville, Land Development Code Update and Form-Based Code
- City of Gulf Breeze, CRA Design Standards
- City of Gulf Breeze, Development Review
- Town of Howey-in-the-Hills, Continuing Services
- City of Kissimmee, Land Development Code Update and Form-Based Code
- Town of Lady Lake Sign Code
- Town of Lady Lake, Commercial Corridor Design Standards
- Town of Lady Lake, Development Review
- City of Lakeland, Dixieland CRA Design Guidelines
- City of Lakeland, Zoning Code Amendments & Parking Study
- City of Maitland, Downtown Maitland Development Standards and Manual
- Manatee County Complete Streets/Public Works Manual
- Manatee County, Land Development Code Reorganization
- Manatee County, Urban Corridors
- Manatee County, Process Improvements
- Manatee County, Sign Code Update
- Manatee County, Uses
- City of Melbourne, Height Regulations
- City of Melbourne, Zoning Code
- City of New Smyrna Beach, Form-Based Code
- City of Orlando, Downtown South Development Standards
- City of Orlando, Land Development Code
- City of Ormond Beach, Land Development Code
- City of Oviedo, Development Review
- City of Oviedo, SWOT Workshop
- City of Palm Coast, Land Development Code
- City of Palm Coast, Technical Manual
- City of Port St. Joe, Design Guidelines
- City of Sebastian, Development Review
- City of St. Augustine, Entry Corridor Design Standards
- Volusia County, Non-Residential Development Design Standards
- Volusia County, Zoning Code
- City of West Melbourne, CRA Land Development Regulations
- City of West Melbourne, Land Development Regulations (peer review)
- City of Winter Springs, Land Development Code



2. QUALIFICATIONS

LIST OF CRA AND ECONOMIC DEVELOPMENT EXPERIENCE

The S&ME team has extensive experience with Community Redevelopment Agencies, the processes associated with their establishment, operations, extensions and the creation and update of implementable Community Redevelopment Plans. Our experience includes preparing Finding of Necessity Studies, CRA establishment in Charter and Non-Charter Counties, detailed Tax Increment Fund projections, CRA operational term extensions, Community Redevelopment Plans/Updates and administration of the day-to-day operations of CRA's and project specific Implementation of CRA special projects and programs.



S&ME's diverse team of professionals exhibit an unwavering commitment to an interdisciplinary approach and have earned the reputation as one of Florida's preeminent Community Redevelopment consulting firms. S&ME's staff has worked for **fifty-three (53) CRAs, in twenty-four (24) counties across Florida**; our firm understands the wants and needs of Community Redevelopment Agencies. We understand the purpose of CRA's, how to establish them, the value of sound community redevelopment planning and place-based redevelopment strategies within CRA Plans, the administration of CRA's and the implementation of community-driven CRA Plans.

- Apopka CRA
- Babcock Street CRA (Melbourne)
- Bartow CRA
- Boca Raton CRA
- Bunnell CRA
- Collier County CRA
- Dade City CRA
- Daytona Beach CRA
- DeLand Downtown CRA
- Delray Beach CRA
- Downtown Clermont CRA
- Downtown & East Town CRA (Lake County)
- Downtown North CRA (Panama City)
- Eloise CRA (Polk County)
- Fort Lauderdale CRA
- Fort Pierce CRA
- Gainesville CRA
- Groveland CRA
- Gulf Breeze CRA
- Gulfport Waterfront CRA
- Haines City CRA
- Hawthorne CRA
- Jacksonville Beach CRA
- Joint West Melbourne Brevard Co. CRA
- Lake Wales CRA
- Lakeland CRA
- Maitland Downtown CRA
- Mascotte CRA
- Melbourne CRA
- Millville CRA (Panama City)
- Mount Dora CRA
- New Smyrna Beach CRA
- North Miami Beach CRA
- North Ridge CRA (Polk County)
- Ocoee CRA
- Orlando CRA
- Oviedo CRA
- Panama City CRA
- Palatka CRA
- Pinellas Park CRA
- Pompano Beach CRA
- Port St. Joe CRA
- Quincy CRA
- Sanford CRA
- Spring Hill CRA (Volusia County)
- St. Andrews CRA (Panama City)
- St. Cloud CRA
- U.S. Highway 17-92 CRA (Seminole County)
- Wauchula CRA
- West 192 Development Authority (Osceola County)
- West Palm Beach CRA
- Winter Garden CRA
- Winter Haven CRA



ST. AUGUSTINE
CITYWIDE MOBILITY PLANNING

COMPLETE KING STREET
MASTER PLAN



MANATEE COUNTY
URBAN CORRIDORS

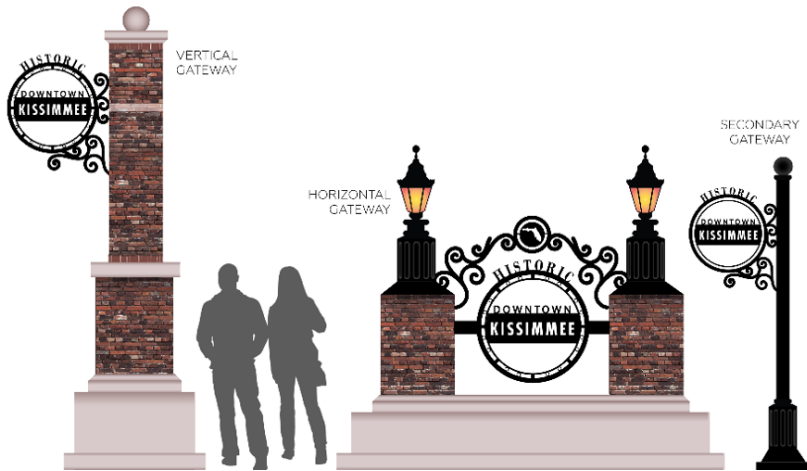


FDOT D1
DISTRICTWIDE COMPLETE
STREETS PLANNING

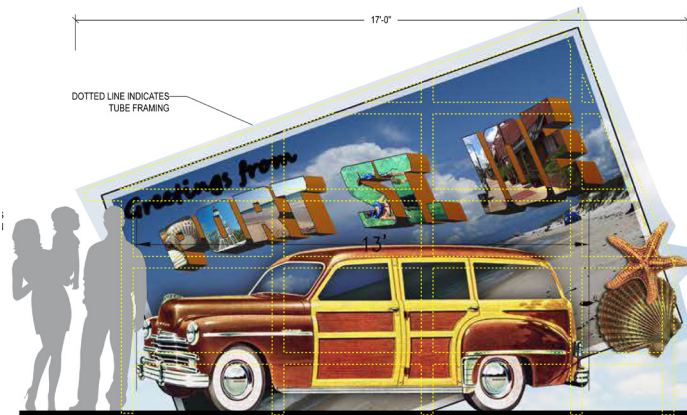


LAKE WALES
STREETSCAPES, 1ST STREET
& PARK AVENUE

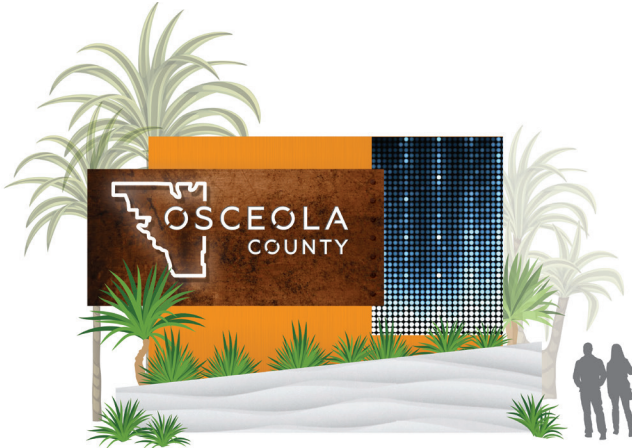
GATEWAY SIGNAGE/WAYFINDING



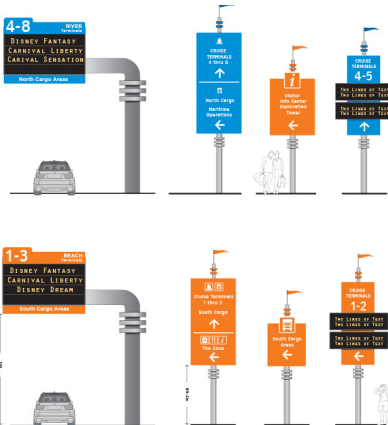
DOWNTOWN
KISSIMMEE CRA



PORT ST. JOE CRA



OSCEOLA COUNTY
GATEWAY SIGNAGE



PORT CANAVERAL
WAYFINDING

HISTORIC PRESERVATION



City of Titusville
Gateway to Nature and Space

428 Julia Street, Titusville FL 32796
Historic Designation Report
HPB-3-2017

September 27, 2017

City of Titusville
Gateway to Nature and Space

Imperial Towers Apartments
Titusville FL 32780
National Historic Register Report

September 22, 2020

City of Titusville
Gateway to Nature and Space

126 South Grannis Avenue, Titusville FL 32796
Historic Designation Report

September 27, 2016

TITUSVILLE HISTORIC PRESERVATION SERVICES

Sanford
Historic Downtown
Walking Tour

*Sanford Historic Preservation Board
Sanford, Florida*

SANFORD WALKING TOUR

EXHIBIT L.3. ALADDIN AND SEARS KIT HOMES

ALADDIN DWELLINGS

THE ALBANY

Aladdin Dwelling Specifications

1118 Palmetto Ave

FORMERLY IDENTIFIED AS A SEARS KIT HOME
this home is actually an Aladdin Kit Home. There are more structures in downtown presumed to be kit homes.

1214 Palmetto Ave

MELBOURNE HISTORIC PRESERVATION SERVICES

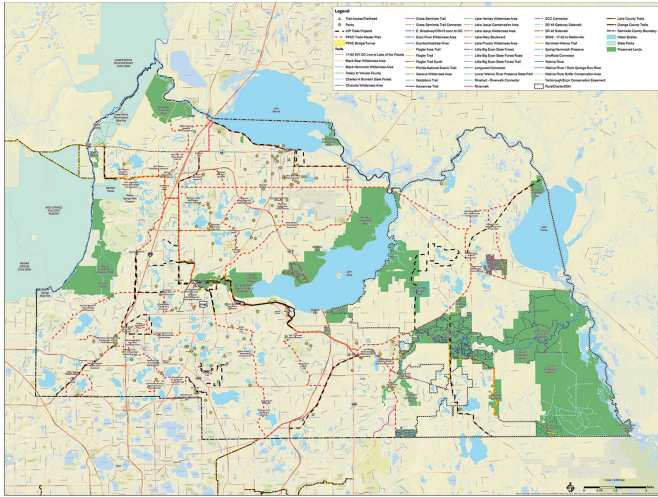
Post WW II Vernacular Style Features

Branched window shutter	Single car garage	Narrowed concrete walk
Louvered window	Fauxhillside vinyl	Shutters with joint outside



LAKELAND HISTORIC DISTRICT DESIGN GUIDELINES

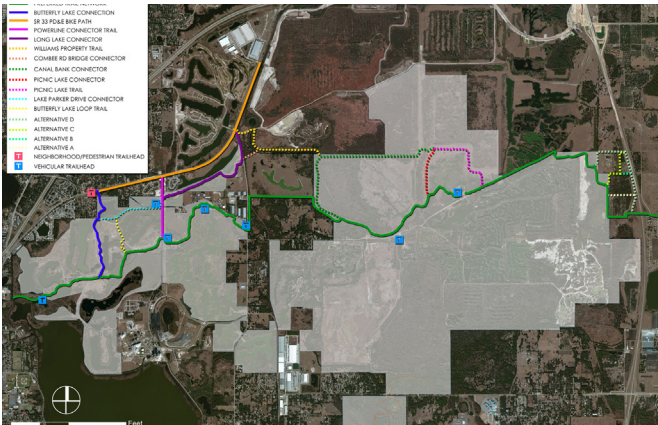
BIKE/TRAIL



SEMINOLE COUNTY TRAILS MASTER PLAN



LAKE WALES- CRYSTAL LAKE CONNECTOR TRAIL



LAKELAND- TENOROC TRAIL MASTER PLAN



WINTER HAVEN- MAGNOLIA TRAIL



3. PROPOSED APPROACH

APPROACH & METHODOLOGY

We understand that the City completed the Evaluation and Appraisal process in 2018 and in their notification letter, dated September 26, 2018, the City identified that no amendments were necessary based on statute changes. Having completed this step, the City is now able to take a more concerted and proactive approach to amending its plan without the pressure of statutory timeframes.

The City of Green Cove Springs is unique, which is why we have tailored our approach to accommodate the City's budgets, deadlines and desired outcomes. We understand that the City wishes to develop portions of the Comprehensive Plan at the same time S&ME will be developing the Future Land Use and Transportation Elements. Having previously collaborated with other municipalities in a similar fashion on similar comprehensive planning projects, we are confident in our ability to facilitate an efficient process that yields internal consistency and an impactful plan.

Specific tasks for this effort will include the following:

(In light of COVID-19, and at the discretion of City staff, any or all of the public meetings detailed below may be conducted virtually through a variety of online platforms.)

Task 1.1. Kick-off Meeting and Initial Data Collection

The S&ME team will meet with City staff to:

- Introduce team members of both the consultant and City and identify the roles that they will play in the process.
- Discuss the City's specific desired objectives and outcome.
- Establish the project schedule and milestones.
- Develop a list of key stakeholders' names and obtain contact information.
- Discuss options for a Advisory Group or other means of public participation methods.
- Discuss workshop details, scheduling and format.

At the kick-off meeting, S&ME will begin the process of critical mapping and data collection in coordination with City staff. Prior to the kick-off meeting, S&ME will submit a Data Collection Memorandum to City Staff to identify necessary data and information and possible sources of that information. S&ME will coordinate with City staff and local and regional agencies to obtain the most current and accurate data available. We understand that the City may not have all the data readily available and the S&ME team may need to contact other agencies to obtain such data.

Task 1.2. Review of Data

The S&ME team will review collected data and documents, including, but not limited to:

1.2.1. Planning Documents: S&ME will review the City's 2025 Comprehensive Plan, Land Development Codes, 2018 Community Vision Report and other current plans as listed in the RFP to understand what has changed over the years and determine the effectiveness of the current documents. S&ME will work closely with staff to determine the most relevant sources of City related planning documents.

1.2.2. Public Facilities: S&ME will also review public facilities and community assets (transportation, utilities, public parks and open space) to understand their current state and any potential deficiencies. This analysis will also determine who the providers are and their future plans for improvements. This analysis will lead to an understanding of the design and function of the City's transportation network, the effects of population fluctuation throughout the year on traffic patterns, the adequacy of various transportation modes (complete streets, pedestrian, bicycle, and public transportation), and the effect of traffic on neighborhoods and points of interest.

1.2.3. Regional Documents: S&ME will conduct a review of documents prepared by regional agencies that may impact the City (e.g. North Florida TPO Transportation Improvement Plan 2020-21 to 2024-25 and Northeast Florida Economic Resilience Taskforce efforts).

3. PROPOSED APPROACH

APPROACH & METHODOLOGY

1.2.4. Economics and Demographics: S&ME will review economic and population statistics and identify the drivers that will likely affect future growth in the City. Typical sources used include the Census Bureau, ESRI Business Analyst Online, American Community Survey, and the Bureau of Economics and Business Research.

1.2.5. GIS Mapping and Data: S&ME utilizes a robust suite of ArcGIS, mapping and spatial analytical tools to support our comprehensive planning activities and our research and deep-dive analysis activities. S&ME team members utilize GIS tools and extensions in their daily work products, which has equipped our professionals with a strong GIS knowledge base. S&ME's GIS desktop suites integrate web-based solutions and web services to enhance capabilities of our GIS users. S&ME also maintains a significant repository of GIS datasets collected from reputable local, regional, state and national sources. S&ME will coordinate with City staff to identify the necessary GIS data needed for the plan update.

1.2.6. Other Topics: Other topics to be reviewed include land use, current development characteristics and trends; housing supply, ownership and affordability; employment statistics and characteristics; transportation; utilities; community facilities and services (schools, parks, emergency services); environmental resources; and cultural resources.

Task 1.3. Project Website

S&ME will utilize Social Pinpoint®, an on-line community engagement platform to provide a project website that will engage the community and stakeholders during the development of the Comprehensive Plan. This website will provide two-way communication; with the ability to download information and documents as well as solicit and retain public input virtually through state-of-the art interactive maps and exhibits. This website will be critical in the public engagement process. With the group activities being limited due to the COVID-19 pandemic, we strongly encourage our clients to utilize Social Pinpoint® to be the primary public input gathering mechanism. The site is completely customizable to the City's needs and will be updated throughout the process to ensure the public is informed and has the opportunity to review and comment on concepts being discussed during the update process. Please find below two links to active projects.

Seminole County Trails Master Plan Update:

<https://smeinc.mysocialpinpoint.com/seminole-county-trails>

Sumter County Comprehensive Plan Update:

<https://smeinc.mysocialpinpoint.com/sumter-county-comprehensive-plan>

Task 1.4. Advisory Group Workshop 1

S&ME will facilitate a workshop with the Advisory Group, intended to establish the goals and objectives for the process of updating the comprehensive plan and to obtain early input on issues facing the community. The Advisory Group should comprise stakeholders that understand the needs of the community and the impacts of growth and development on the community.

Task 1.5. Public Workshop

S&ME will hold a public visioning workshop. At this workshop, S&ME will present an overview of the project scope and an overview of the data collected, followed by a forum that allows for input from attendees. At the workshop, S&ME will address issues such as the purpose and intent of the Comprehensive Plan, areas within the document that have worked and those that are not working anymore (outdated), the issues the community is now facing (redevelopment, connectivity, housing affordability, industrial development, development pressures and other issues that will be uncovered during the data collection phase) and potential solutions. The meeting will include a primer on the Social Pinpoint®, which will be conducted in lieu of any hands-on activities. The information and knowledge collected at this meeting will inform preparation of the comprehensive plan and provide the S&ME Team with knowledge of community priorities and issues.

Task 1.6. Existing Conditions - Update Data and Analysis

Starting with the community profile and character, which will provide a brief historic overview of the City, the data and analysis document will be updated with the latest data and technical analysis pertinent to each element. Demographic and socioeconomic data including population projections will be revisited to determine the appropriate growth scenario (likely based on Bureau

3. PROPOSED APPROACH

APPROACH & METHODOLOGY

of Economic and Business Research (BEBR) medium projections) for the City based on recent trends. This information will become the basis of the revisions in the goals, objectives and policies document. Future and existing deficits will be identified in the transportation, utilities and infrastructure systems. The Green Cove Springs housing market will be analyzed to understand the current conditions and will be incorporated into the Future Land Use Element. The planning horizon will be extended to 2045. The Future Land Use Map series will be updated to reflect the current City boundary and any other changes since the last comprehensive plan update. Additionally, S&ME will analyze the joint planning area for its potential impact on growth in the City and the 1998 Clay County Utility Authority and the City of Green Cove Springs Interlocal Water and Wastewater Territorial Agreement will be evaluated and incorporated as applicable.

Task 2.1. Update Goals, Objectives and Policies (GOPs)

Following the completion of the data and analysis, the goals, objectives and policies of the following elements will be amended to incorporate the City's vision, address deficiencies, and establish a framework for the future of Green Cove Springs in 2045. Per the direction included in the RFP, S&ME will draft the updates for the Future Land Use and Transportation Elements. City staff will take the lead in drafting the remaining Elements and S&ME will work to ensure that these efforts are conducted in concert and yield the requisite quality and internal consistency.

- Future Land Use
- Transportation*

*The S&ME Team has prepared numerous transportation plans and plan updates to address growth management needs in communities across the country. S&ME has also prepared mobility plans, traffic impact and concurrency analyses, congestion management, roadway design and access management plans that focus on improving capacity provisions and increasing multi-modal options.

We take great pride in designing "livable" transportation solutions that truly consider all modes of travel and applying complete street methods to tackle transportation problems affecting a community. Our firm is prequalified by the Florida Department of Transportation in Work Groups 2, 9, 10, 13 and 15. S&ME has experienced many years of success in integrating our planning, engineering and landscape architecture services to produce inviting roadways for pedestrians, cyclists, businesses and automobiles alike.

The plan update will maintain the original text and numbering format with strikethrough and underlining of the revised language. As it is completed, S&ME will submit a draft of the Goals, Objectives and Policies to City staff for review and written comments. The draft plan will address state requirements in accordance with Section 163.3177, Florida Statutes

Task 3.1. Draft Presentation/Review

Following the complete of the draft of the 2045 Comprehensive Plan, the plan will be made available online for public review and provide input. Additionally, S&ME will attend and present the draft Plan at the following meetings:

3.1.1. Steering Committee: S&ME will present the draft comprehensive plan to the Advisory Group for comment.

3.1.2. Public Workshop/Open House: S&ME will present the draft comprehensive plan to the public at a workshop for community input.

3.1.3. Planning & Zoning Board (PZB): S&ME will present the draft comprehensive plan to the PZB for comment and feedback.

3.1.4. City Council: S&ME will present the draft comprehensive plan to the City Council for comment and feedback.

Task 4.1. Revision to Draft Plan

Based on the input received during the four (4) meetings outlined above, the draft plan will be revised and updated.

3. PROPOSED APPROACH

APPROACH & METHODOLOGY

Task 5.1. Final Plan

After the plan has been reviewed by City staff and is acceptable to advance to the adoption phase, S&ME will attend and present the new 2045 Comprehensive Plan at the following meetings:

5.1.1. Planning & Zoning Board: S&ME will present the draft Comprehensive Plan to the PZB at an advertised public hearing. Any input received will be added to the memorandum, to be presented to the City Council.

5.1.2. City Council Transmittal: S&ME will present the draft Comprehensive Plan to the City Council at the transmittal hearing.

Due to the plan being amended outside the evaluation and appraisal process, the plan will be reviewed by state agencies through the expedited review process, which provides for a 30-day review period. Following the review period, agencies will provide comments to the City directly.

Task 5.2. Agency Comments

S&ME will update the draft to incorporate comments received from state agencies at the City's discretion.

5.2.1. City Council Adoption: S&ME will first present the Comprehensive Plan amendments to the City Council at a Workshop and then a second time at the formal adoption hearing.

Task 5.3 Final Deliverable

S&ME will provide City staff one (1) printed color copy and one (1) digital copy with print-ready graphics in pdf format. The digital copy shall not be protected or prevent future editing. All GIS maps and data (shapefiles) will be provided to the City.

3. PROPOSED APPROACH

City of Green Cove Springs - Comprehensive Plan Update

	February	March	April	May	June	July	August	September	October	November	December	January	February
Phase I - Kickoff and Data													
Kick off with Staff													
Task 1.2. Data Collection and Assessment													
Collect data from staff and other sources													
Analyze data													
Task 1.3. Project Website													
Produce Project Website													
Task 1.4. Advisory Workshop													
Prepare for Workshop													
Facilitate Workshop													
Task 1.5. Public Workshop													
Prepare for Workshop													
Facilitate Workshop													
Task 1.6. Existing Conditions - Update Data and Analysis													
Draft Data and Analysis													
Staff Review													
Phase II. Recommendations Matrix													
Develop Matrix													
Conference Call with Staff													
Staff Review of Matrix													
Phase III. Update GOPs													
Comprehensive Plan (GOPs)													
Staff / S&ME review													
Revisions based on staff / S&ME comments													
Task 3.1.1. Advisory Group Meeting													
Facilitate Meeting													
Task 3.1.2. Public Workshop/Open House													
Facilitate Open House													
Task 3.1.3. PZB													
Facilitate Meeting													
Task 3.1.4. City Council Meeting													
Facilitate Meeting													
Phase IV. Revision to Draft Plan													
Revise Plan													
Staff Review													
Phase V. Final Plan Adoption													
Task 5.1.1 Planning & Zoning Board Hearing													
Prepare for Hearing													
Attend Hearing													
Task 5.1.2 City Council (Transmittal Hearing)													
Prepare for Hearing													
Attend Transmittal Hearing													
DEO Review													
Task 5.2 Agency Comments													
Task 5.2.1 City Council (Workshop and Adoption Hearing)													
Workshop													
Prepare for Hearing													
Attend Adoption Hearing													
DOCUMENTS													

3. PROPOSED APPROACH

COST ESTIMATE & HOURLY RATES

Total Fee Estimate: **\$75,000**

Hourly Rates for our key personnel identified in this RFP.

S&ME Staff	Role/Title	Rate
George Kramer, AICP, LEED AP	Resource Allocation/Strategic Advisor	\$225
Patricia Tyjeski, AICP	Project Manager	\$200
Chris Dougherty, AICP	Senior Planner/GIS Specialist	\$155
John Jones, AICP, FRA-RP	Senior Redevelopment Planner	\$155
Terry McKloski, AICP	Senior Transportation Planner	\$180
Nick Hill	Planner	\$105
Katie Martin	Planner	\$105
Jalisa Harris	Planner	\$105
Jay Hood, PLA, ASLA	Design Principal	\$225
Bruce Hall, PLA, ASLA	Principal Landscape Architect	\$190
Edward Browder, PLA, ASLA	Senior Landscape Architect	\$160
Boris Wong, PLA, SITES AP	Landscape Architect	\$125
Wenjun "Lulu" Lu	Landscape Designer	\$95
Em Schaefer	Senior Graphic Designer	\$115



4. AVAILABLE CAPACITY

ABILITY TO MEET SCHEDULE & BUDGET REQUIREMENTS

S&ME's internalized scheduling and planning mechanisms, weekly project team meetings and rigorous quality control and review processes will ensure that the City's 2045 Comprehensive Plan Update will be completed on time and within budget.

Great customer service is the lifeblood of our organization. Patricia Tyjeski, Project Manager, will serve as our primary point of contact for the project. Pat has over 30 years of experience managing long range comprehensive planning, land development regulations, zoning and site plan review projects. She is an accomplished planner and project manager who has a proven track record of quality service to his municipal clients, consistently providing projects' deliverables on time and within budget.

Our Project Managers are available by phone 24/7. We answer all client calls (and emails) the same day they are received. Requests for in-person meetings can typically be fulfilled within a few hours.

S&ME believes that for every project to be successful, it must start with a very detailed scope of work and schedule. These two items, coupled with ongoing communication between S&ME and the City project manager, are key to ensuring we will meet the needs of our clients.

A thorough scope of work is a critical factor in the ability to meet a schedule and ensure cost control. Project teams, schedules and budgets will be established and managed by Ms. Tyjeski who will be responsible for ensuring that all team members are performing their tasks on time and within budget. S&ME places a high priority on incorporating realistic timeframes into the schedule, especially when working with regional and state agencies on whose timely responses the project may depend or when soliciting stakeholder or community feedback.

The project schedule will determine the time it will take S&ME to prepare and deliver products, the time that staff will require to review work products, meeting dates, and deadlines for deliverables. S&ME places a high priority on incorporating realistic timeframes into the schedule, especially when working with regional and state agencies on whose timely responses the project may depend or when soliciting stakeholder or community feedback. We like to discuss upfront any potential delays or roadblocks that may be encountered during the completion of the project so we can have a plan for those situations.

We hold internal team meetings on a weekly basis to ensure the project is running smoothly, S&ME staff resources are adequate, upcoming meetings are identified, and project charges are within the approved budget for each task. We will also hold recurring meetings with the City's project manager to address any questions or concerns the City or S&ME staff may have.

The best example of client satisfaction is having repeat clients. We are very proud of our long-term relationships with our clients. The S&ME Team has been providing continuing services to the City of Oviedo since 2001 (redevelopment and economic development services, development reviews, and serving as adjunct staff) and Melbourne since 2004 (comp plan updates, zoning code updates, mobility plan, redevelopment plans, and have served as the City's Historic Preservation Officer (HPO) since 2008). Other long-term continuous relationships include: Manatee County since 2011, Titusville since 2012, Sanford since 2012, Volusia County Growth Management Commission since 2013, Groveland since 2013. These clients keep coming back to us because the quality work and client service they receive from our firm.

What our clients say about us:

" . . . has been extremely accommodating and flexible with regard to the City's budgetary constraints, and has always worked with the staff to find a solution that would address the assignment needs and not spend resources unnecessarily."

Doug Dombroski, Economic Development Manager, City of Melbourne

" . . . has exhibited a high degree of competence in performing assigned project related tasks. They have consistently delivered the required services in a timely manner and within budget."

Donald Leland Craig, AICP.
Director of Community Development Services, City of Key West

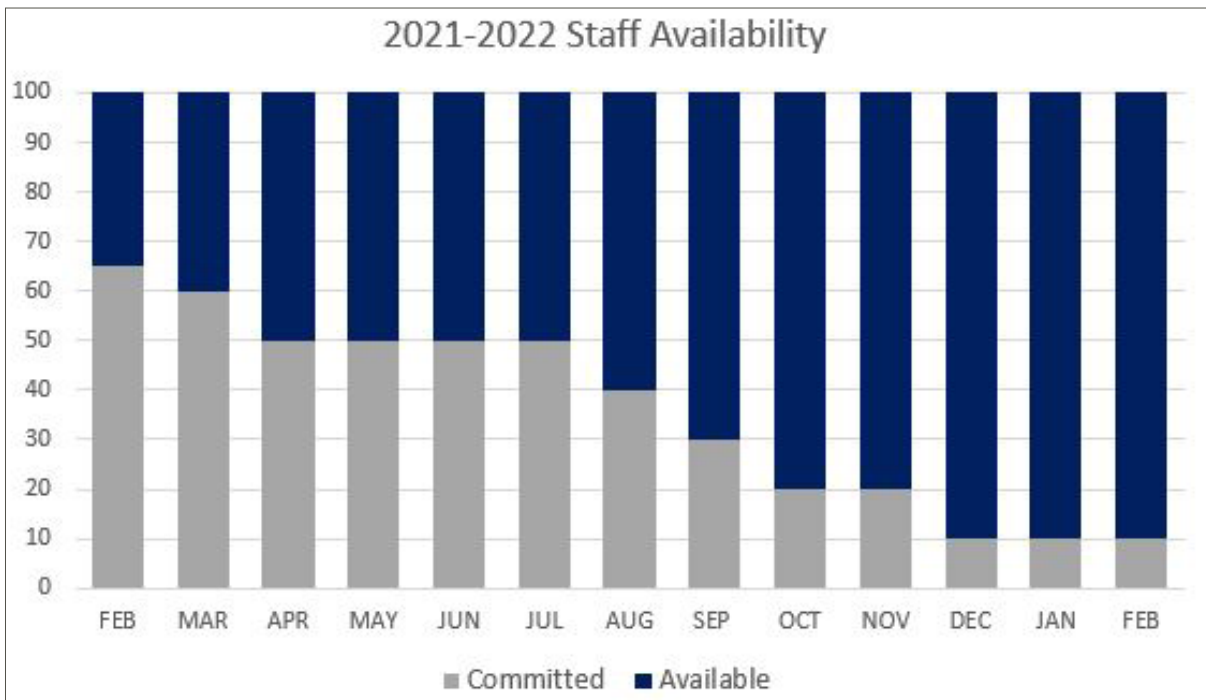
" . . . adds value to their services by introducing new ideas, innovative solutions and cost-effective options to the recommendations provided by their studies."

Merle Bishop, FAICP, former Growth Management Director, City of Winter Haven

4. AVAILABLE CAPACITY

WORKLOAD CHART

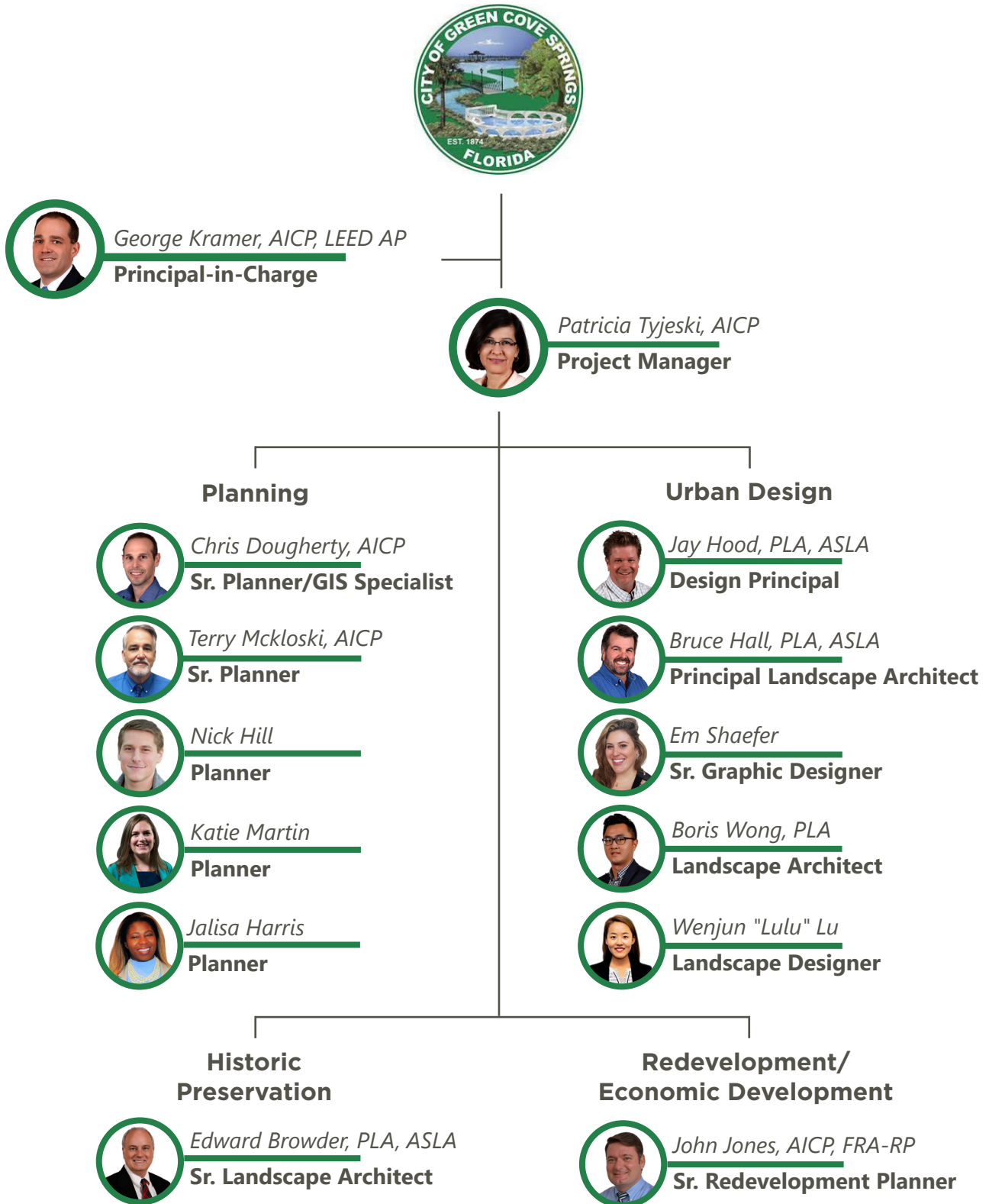
S&ME's proposed team for the City of Green Cove Springs have the available capacity within its current personnel and workload to complete the scope of work as described in the RFP. We do not have any conflicts of interest with other clients or projects currently underway. The following graph represents the percent of our available and committed time at present and our estimate from February 2021-February 2022. We have provided our organizational chart followed by key personnel roles and individual resumes following this page.



4. AVAILABLE CAPACITY

ORGANIZATIONAL CHART

The following organizational chart shows the team we have put together to assist the City of Green Cove Springs with their 2045 Comprehensive Plan Update. The following pages detail the specific applicable expertise and role for each team member and their



4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES



Patricia A. Tyjeski, AICP

Planning Group Leader

Pat has over 30 years of experience with long range comprehensive planning, land development regulations, and site plan review. She possesses training in design and specializes in areas of urban design and historic preservation. Over the course of her career, Pat has worked with over 30 jurisdictions and agencies on numerous comprehensive planning projects. She continues to incorporate new and innovative ideas into her practice and keeps updated with the latest changes to growth management legislation.

Key Project Experience

Comprehensive Plans – Managed comprehensive plan rewrites, updates, Evaluation and Appraisal Reports (EARs), and EAR-based plan amendments for the following jurisdictions (*denotes award-winning projects):

- | | | |
|-----------------|----------------------|-------------------|
| ■ Apopka | ■ Hialeah | ■ Putnam County |
| ■ Casselberry | ■ Howey-in-the-Hills | ■ Quincy |
| ■ Clermont | ■ Lake Wales | ■ Sanford |
| ■ Cocoa | ■ Leesburg | ■ Sebastian |
| ■ Daytona Beach | ■ Manatee County* | ■ Seminole County |
| ■ DeSoto County | ■ Mascotte | ■ SJRWMD |
| ■ Edgewater | ■ Melbourne | ■ St. Cloud |
| ■ Eustis | ■ Miami Gardens* | ■ VGMC |
| ■ Fort Pierce | ■ Ormond Beach | ■ Volusia County |
| ■ Hawthorne | ■ Osceola County | ■ Winter Springs |

Land Development Regulations – Project Manager for the preparation of land development codes, form-based codes or standards for historic districts for the following jurisdictions (*denotes award-winning projects):

- | | |
|---|--|
| ■ Apopka citywide design standards* | ■ Melbourne Zoning Code rewrite |
| ■ Apopka/Wekiva form-based regulations | ■ Orlando SODO form-based regulations |
| ■ DeSoto County LDC rewrite | ■ Ormond Beach LDC rewrite |
| ■ Dixieland form-based regulations* | ■ Palm Coast's 1st LDC code |
| ■ Eau Gallie Historic District Standards | ■ Port St. Joe form-based regulations |
| ■ Gainesville form-based code (FBC) | ■ Punta Gorda historic district regulations |
| ■ Gulf Breeze form-based regulations | ■ Sanford historic district regulations |
| ■ Immokalee form-based regulations | ■ Sumter County LDC Update |
| ■ Kissimmee LDC rewrite and FBC | ■ Volusia County historic district regulations |
| ■ Lady Lake form-based regulations | ■ Volusia County misc. amendments |
| ■ Lady Lake Signs and landscape codes | ■ West Melbourne form-based regulations |
| ■ Lakeland historic district regulations | ■ Winter Springs LDC amendments |
| ■ Maitland form-based regulations | |
| ■ Manatee County LDC amendments to facilitate infill and redevelopment* | |
| ■ Manatee County LDC reorganization | |

PROJECT ROLE

Project Manager

OFFICE LOCATION

Orlando, Florida

EDUCATION

- Master of Regional Planning, Cornell University, Ithaca, New York, 1988
- Bachelor of Architecture, Universidad Javeriana, Bogotá, Colombia, 1985

YEARS OF EXPERIENCE

Joined S&ME in 2000 with 11 years of experience

REGISTRATIONS

- AICP Certification No. 069120, 1992

PROFESSIONAL MEMBERSHIPS

- American Planning Association (APA)
- American Institute of Certified Planners (AICP)
- Florida Planning and Zoning Association (FPZA)

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES

Patricia A. Tyjeski
Page 2

AWARDS

- FPZA Award for Outstanding Long-Range Plan for the Manatee County Urban Corridors, 2017
- FPZA and FAPA Awards for the City of Miami Gardens Future Land Use Plan, 2007
- FAPA Heart of Florida Section Award for the City of Lakeland's Dixieland CRA Design Guidelines, 2004
- FPZA State Award, Outstanding Public Report Category for the City of Apopka's Development Design Guidelines Report, 2002
- FPZA "Outstanding Private Report Award" and the Healthy Community Initiative of Orlando and MSCW "Champions of Sustainability Award" for the Lake Apopka Master Plan, 2002
- FPZA "Outstanding Innovation Award" for the City of Ormond Beach's Comprehensive Impact Fee Report, 1991

Comprehensive Plan Rewrite

Mascotte, Florida

Project Manager for the rewrite of the City's Comprehensive Plan to reflect current development trends and desires, and to position Mascotte for more predictable development within the City core. Also responsible for updating the goals, objectives and policies for all elements. Managed the preparation of maps, facilitated a public workshop; presented the proposed plan at the required public hearings; and assisted with transmittal to the State.

Land Development Code Update/Urban Corridors

Manatee County, Florida

Project Manager for the update of the County's Land Development Code (LDC). The first phase consisted of reorganizing the code to ensure ease of use, eliminating repetitive language, eliminating internal inconsistencies and incorporating regulations related to practices that have been in place but never codified. The exercise uncovered numerous issues with the LDC that will require future amendments to both the comprehensive plan and the LDC. Subsequently hired to identify policy and regulation changes necessary to facilitate infill and redevelopment along the major transportation corridors in the urban area.

Entry Corridor Design Standards

St. Augustine, Florida

Teamed up with a local landscape architecture firm to prepare development standards for the main entry corridors to the City: Anastasia Boulevard, San Marco Avenue and King Street. Responsible for developing standards and graphics for site design, building form, architecture, landscaping, signs and development review.

Land Development Code Update and Form-Based Code

Gainesville, Florida

Project Manager for the update of the City's Land Development Code (LDC). This update incorporated form-based code regulations for the downtown and surrounding areas. The creation of the form-based code was completed with strict adherence to the community vision centered on the Comprehensive Plan update, community-driven priorities and existing neighborhood characteristics. The form-based code and other LDC revisions established a framework for the City to enable better development patterns; improve the quality of the built environment; foster pedestrian-friendly development and redevelopment; and give citizens, developers, builders and property owners predictable standards by which to design and build.

Zoning Code

Melbourne, Florida

Project Planner for the rewrite of the City's Zoning Code. The work involved "un-pyramiding" the disparate zoning districts; moving some of the existing conditional uses into a category of "uses with conditions;" taking regulations out of the definitions section; and creating matrices for uses and dimensional standards. Rewrote the Planned Unit Development (PUD) section of the Code and organized the Boards and zoning application procedures to make these sections easier to understand and enforce. Presented the revisions to the public at a public workshop and to the Planning and Zoning Board and City Council at public hearings.

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES



George M. Kramer, AICP, LEED AP

Area Manager - Planning & Design

George has over 19 years of experience specializing in strategic planning and entitlement efforts for private and public sector clients. He provides a keen understanding of the full range of issues: technical, administrative and political inherent in all complex projects. His experience includes Strategic Master Planning, Comprehensive Planning, Public Involvement and Facilitation, Land Use Entitlements, Redevelopment Planning and Complete Streets/Multi-modal Transportation. Implementation is at the forefront of George's approach to planning. He has helped affect positive change by leading successful entitlement efforts for large-scale master planned communities as well as representing local governments through the negotiation of urban-infill development agreements.

PROJECT ROLE

Principal-in-Charge

OFFICE LOCATION

Orlando, Florida

EDUCATION

- Master of Arts in Urban and Regional Planning, University of Florida, 2007
- Bachelor of Arts in Political Science, University of Florida, 1999

YEARS OF EXPERIENCE

Joined S&ME in 2014 with 14 years of experience

REGISTRATIONS

- AICP Certification No. 020533, 2006

CERTIFICATIONS

- LEED Accredited Professional

PROFESSIONAL MEMBERSHIPS

- National Complete Streets Coalition (NCSC), Steering Committee, 2019
- American Planning Association (APA)
- Urban Land Institute (ULI)

Key Projects and Assignments

St. Augustine Citywide Mobility Plan

St. Augustine, Florida

Principal Project Lead for a comprehensive city-wide mobility planning effort for the oldest City in the United States, a destination for more than five million visitors annually.

Phase I Framework Plan: Established the qualitative framework for the effort and the need for a coordinated system of transportation options. Included extensive community engagement and facilitation of a fifteen-member Mobility Advisory Task Force. The final framework plan included five sections addressing Street Network, Land Use/Urban Design, Parking, Transportation Demand Management and a Capital Improvements Program and was unanimously supported by the City Commission.

Phase II Quantitative Analyses: Included a Parking Study, Citywide Safety Review (Bicycle and Pedestrian) and a Transportation Network Analysis, which utilized Bluetooth data as part of an Origin-Destination Study.

Phase III Complete King Street Master Plan: Managing an integrated transportation and land use planning effort for the King Street Corridor. Much of the street is owned by FDOT (Business US-1) and efforts have included extensive coordination with District 2. An integrated in-person and online public engagement program was created through collaboration with CoUrbanize; it includes five public workshops complemented by a stand-alone interactive website that allows for both web and text-based input.

Lake Wales Community Redevelopment Agency Plan Update

Lake Wales, Florida

Principal-in-Charge for the update of the Lake Wales Community Redevelopment Plan. George identified key redevelopment strategies and programming for the Plan update. S&ME assisted the City of Lake Wales to update its Community Redevelopment Plan. S&ME's update of the Lake Wales CRA Plan included business support programming and programs to encourage residential redevelopment. The CRA Plan update also addressed the activation of places and spaces in the downtown through targeted capital investment and the marketing of the redevelopment opportunities within the CRA.

Pinellas Park Community Redevelopment Plan

Pinellas Park, Florida

Served as Principal-in-Charge for the update to the City of Pinellas Park's Community Redevelopment Plan and effort to extend the CRA's operational timeframe. The foundational elements of the Community Redevelopment Plan include the designation of a new 55-acre city

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES

George M. Kramer
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PUBLICATIONS, TECHNICAL PAPERS & PRESENTATIONS

- White Paper Author, "Planning for Proliferation of Autonomous Vehicles and Its Impact on the Future of Urban Mobility," September 21, 2017
- S&ME Technical Conference Speaker, "Redevelopment 101," January 27, 2017
- American Planning Association – Florida Conference Speaker, "Cold Case: The Florida Planning Files," September 7, 2017
- Florida Redevelopment Association Conference Speaker, "Redevelopment Tales from the Trenches," October 19, 2016

center, renovation of its 29-acre community park and a complete street design for 78th Avenue that connects the two activity nodes. The master planning effort was designed to incentivize private sector investment around the area, consolidate facilities, create a walkable community and enhance the community's amenities to its residents. The Plan includes a detailed implementation strategy that addresses the redevelopment of opportunity sites and installation of capital improvements. The Plan update was adopted by the City in November 2019.

Sanford Waterfront Redevelopment & Riverfront Master Plan

Seminole County, Florida

Principal Planner for the Sanford Waterfront Redevelopment and Riverfront Master Plan. Managed break-out groups at a community design workshop to develop a Conceptual Master Plan for 5+ acres of City-owned property in the heart of the Down town Sanford Riverfront CRA. Initiated discussions with workshop participants to determine preferred development patterns and compatible potential uses within the redevelopment area. Coordinated design-team efforts to produce contextually sensitive preferred development scenarios, including a Conceptual Master Plan and Alternate Conceptual Master Plan development scenario for the City-owned parcels in the Downtown Riverfront redevelopment area. Provided familiarization tours, interviewed and vetted potential development partners and teams to implement the phased development program outlined within the Conceptual Master Plan.

Dade City Community Redevelopment Agency Plan Update

Dade City, Florida

Principal-in-Charge for the update of the Dade City Community Redevelopment Plan. George identified key redevelopment strategies and programming for the Plan update. S&ME worked with Dade City to update its Community Redevelopment Plan to embrace the City's emerging cultural, natural resource and historic tourism development achievements as the City transitions from its agri-business heritage. S&ME's update of Dade City's CRA Plan included place-based economic development strategies to build upon the City's destination themed tourism marketing while encouraging residential redevelopment, identification of redevelopment opportunity sites and small business support programs.

DSNID Complete Streets Master Plan

Orlando, Florida

Principal Planner for the development of a complete streets master plan for the Downtown South Neighborhood Improvement District (DSNID). Worked as part of a diverse consulting team to develop conceptual plans for all of the key streets within the District to govern future street sections, streetscape materials standards, multi-modal mobility needs, technological enhancements and the relative position of buildings adjacent to the street. The work included research of comparable complete street corridors locally and across the nation to bring those lessons to the District.

Lakeland Downtown CRA Vision Plan

Lakeland, Florida

The City of Lakeland underwent an update of their Community Redevelopment Agency's (CRA) Downtown Vision Plan in 2009. As Project Planner, conducted community stakeholder interviews and helped facilitate a community workshop. The information gathered during these sessions along with staff coordination and site evaluations provided the basis for the recommendations report he produced for the effort that was used to updated the City's official CRA Downtown Plan.

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES



Christopher R. Dougherty, AICP

Senior Planner/GIS Specialist

Chris has over 14 years of experience providing public and private sector planning services. Areas of expertise include transportation, planning, land development codes, form-based codes, mobility planning, sector planning, community visioning, meeting facilitation, growth management and development review. He manages the GIS operations in the Orlando office.

Key Projects and Assignments

Lake Wales Comprehensive Plan Update

Lake Wales, Florida

Project Manager for the City’s plan update, which had not been substantially updated since 2000. At the time that S&ME was engaged, the horizon year of the plan had lapsed by five years. Updating the plan was imperative due to the significant growth (both expansion of city boundaries and population) the City had experienced in the early to late 2000s. Responsibilities included project management, assisting with GIS mapping and analysis, conducting steering committee meetings to understand the issues facing the community, preparing portions of the recommendations matrix, facilitating a visioning public workshop, updating portions of the data and analysis to relevant and current standards, updating portions of the goals, objectives, and policies of the plan to reflect the community’s desires, and presenting the plan to the City’s local planning agency and City Commission at the required hearings. Adoption is anticipated in January 2021.

Fort Pierce Comprehensive Plan EAR-Based Amendments

Fort Pierce, Florida

Project Manager for the Comprehensive Plan amendments based on the Comprehensive Plan Evaluation and Appraisal Letter and as outlined in Section 163.3191, F.S. The scope included the preparation of a matrix listing State Statute changes since the last EAR update and noting which portions of the City’s plan needed to be amended. The matrix then served as a guide for plan changes. Mapped the potential flood areas and incorporated development and redevelopment strategies into the Coastal Management Element to reduce flood risks in coastal areas, and to encourage the use of strategies that will result in the removal of coastal property from FEMA flood zone designations. Presented the amendments at required public hearings.

Comprehensive Plan Update

Hawthorne, Florida

Project Manager for the update of the Hawthorne Comprehensive Plan. Georgia Pacific shutdown their Hawthorne operation (two miles east of the city limits), which left 400 employees, most of whom reside in Hawthorne, without work and no prospects with the company. In 2015, the need arose to update the City’s plan following the annexation of approximately 1,300 acres and the proposal of a community-altering economic development project.

Land Development Code Update

Sumter County, Florida

Project Planner for the update of Sumter County’s Land Development Code. After decades of incremental modifications, the Code needed reorganization and updating to current standards and practices. The project included a comprehensive evaluation and assessment of the adopted Code. Following the evaluation, the Code was amended according to a matrix

PROJECT ROLE
Senior Planner/GIS Specialist

OFFICE LOCATION
Orlando, Florida

EDUCATION

- Master of Arts in Urban and Regional Planning, University of Florida, 2006

- Bachelor of Arts in Criminology, University of Florida, 2001

YEARS OF EXPERIENCE
Joined S&ME in 2007 with 2 years of experience

REGISTRATIONS

- AICP Certification No. 026356, 2013

CERTIFICATIONS

- Trimble GPS
- NASSCO’s Pipeline Assessment Certification Program (PACP)

PROFESSIONAL MEMBERSHIPS

- American Institute of Certified Planners (AICP)
- American Institute of Certified Planners (AICP)
- Florida Planning & Zoning Association (FPZA)

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES

Christopher R. Dougherty
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AWARDS

- FPZA Award for Outstanding Long-Range Plan for the Manatee County Urban Corridors, 2017
- Roy F. Kenzie Award, City of Oviedo Redevelopment & Economic Development Brochure, Florida Redevelopment Association, 2010
- Outstanding Master Plan, Palm Coast/Flagler County Airport Area Master Plan & Zoning Overlays, Florida Planning & Zoning Association Surfcoast Chapter, 2009
- Master Plan Award of Excellence, Palm Coast/Flagler County Airport Area Master Plan & Zoning Overlays, Florida Planning & Zoning Association, 2009
- Outstanding Public Urban Plan, Babcock Street Redevelopment Plan, Florida Planning & Zoning Association, 2008

of findings. Specific responsibilities included evaluating the adopted Code, developing the assessment matrix and drafting the Code amendments according to the matrix.

Comprehensive Plan Update

Mascotte, Florida

Responsible for coordinating the preparation of the updating of all elements of the comprehensive plan to reflect a realistic growth trend. Additional responsibilities included preparing the public facilities, conservation, capital improvements and intergovernmental coordination elements.

Evaluation and Appraisal Report (EAR) and EAR-Based Amendments

Cocoa, Florida

Participated in the preparation of the EAR for the City's Comprehensive Plan. Specifically, responsible for coordinating the public workshop and scoping meeting as well as the assessment of the Coastal Management Element and the effectiveness of the Coastal High Hazard Area as it relates to redevelopment and property rights. Subsequently, prepared the 2010 EAR-based amendments. Responsibilities included drafting the Transportation and Coastal Management Elements. Also produced GIS maps for all the elements. Currently preparing another round of EAR-Based Amendments.

Comprehensive Plan Update

Melbourne, Florida

Participated in two rounds of EAR-Based amendments to the City's Comprehensive Plan. The first round (2010) included the update of the population projections and Future Land Use, Housing, Transportation, Coastal Management and Capital Improvements elements. Managed the update of all maps in GIS. Specific responsibilities during the second round of EAR-based amendments (2017) included preparing the necessary maps for the City to address the peril of flood requirements and assessing the mobility districts' effectiveness and need for expansion.

Comprehensive Plan Update

Sebastian, Florida

Project Manager for the update of five Comprehensive Plan elements for the City of Sebastian, including Capital Improvements, Housing, Future Land Use, Public Schools Facilities and Transportation. Also prepared the City's Future Land Use Map, which included a new residential land use category.

Volusia Growth Management Commission (VGMC) Planner

Volusia County, Florida

Project Manager responsible for conducting comprehensive plan amendment reviews on a continuing basis for all jurisdictions within Volusia County to ensure consistency with the Commission's established criteria. The VGMC is a unique intergovernmental coordination clearinghouse for all comprehensive plan amendments within Volusia County. Specific responsibilities include reviewing amendments for consistency with six criteria, coordinating with each jurisdictions' planners, drafting consistency certifications and achieving consensus among adjacent jurisdictions.

Land Development Code Update and Form-Based Code

Gainesville, Florida

Project Planner responsible for the development of the transportation and subdivision sections of the City's Land Development Code (LDC) update. As part of the update, assisted with incorporating form-based code elements into the Code, including appropriate parking standards, transportation facilities dimensions, regulating plan development, preparation of workshop materials and preparation of an existing conditions report.

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES



John M. Jones, AICP, FRA-RP

Senior Redevelopment Planner

John has over 28 years of experience in economic development, community redevelopment, land planning, impact fees and community visioning. He has authored numerous community redevelopment plans and economic development master plans.

Key Projects and Assignments

Pinellas Park Community Redevelopment Plan

Pinellas Park, Florida

Serves as Project Manager for the update to the City of Pinellas Park's Community Redevelopment Plan and effort to extend the CRA's operational timeframe. The foundational elements of the Community Redevelopment Plan include the designation of a new 55-acre city center, renovation of its 29-acre community park and a complete street design for 78th Avenue that connects the two activity nodes. The master planning effort was designed to incentivize private sector investment around the area, consolidate facilities, create a walkable community and enhance the community's amenities to its residents. The Plan includes a detailed implementation strategy that addresses the redevelopment of opportunity sites and installation of capital improvements. The Plan update was adopted by the City in November 2019.

Lake Wales Community Redevelopment Plan Update

Lake Wales, Florida

Served as Project Manager for the update of the Lake Wales Community Redevelopment Plan. The CRA Plan update included extensive community input, on-line surveys and one-on-one interviews with business owners, stakeholders and residents. Key redevelopment strategies included re-energizing the historic downtown, developing quality affordable housing and public infrastructure improvements to connect activity, employment and residential areas.

Comprehensive Planning

Sumter County, Florida

Prepared annual large-scale amendment packages, responses to ORC reports, and other reports as required to facilitate annual text and map amendments to the County's Comprehensive Plan.

Economic Development Services

Sumter County, Florida

Prepared and administered State and Federal grants. Prepared departmental budgets. Generated Lake Panasoffkee/Shady Brook Greenway Management Plan. Administered implementation of Sumter County Public Library System. Presented reports and recommendations to County officials and others as required.

Dade City CRA Plan Update

Dade City, Florida

Project Manager for the update of the CRA Plan. Identified key redevelopment strategies and programming to embrace the City's emerging cultural, natural resource and historic tourism achievements.

Sanford Waterfront CRA-Developer Solicitations

Sanford, Florida

As Project Manager, identified and evaluated potential developer teams for the redevelopment of several City-owned parcels. Developed a conceptual plan that emphasizes the City's

PROJECT ROLE

Senior Redevelopment
Planner

OFFICE LOCATION

Orlando, Florida

EDUCATION

- Master of Public Administration, University of Central Florida, 1991
- Bachelor of Science in Economics, University of Central Florida, 1989

YEARS OF EXPERIENCE

Joined S&ME in 2004 with 13 years of experience

REGISTRATIONS

- AICP Certification No. 023074, 2008
- FRA Certified Redevelopment Professional, 2011

PROFESSIONAL MEMBERSHIPS

- Florida Redevelopment Association (FRA), Board Member, 2018-2023
- American Planning Association (APA)
- Florida Planning & Zoning Association (FPZA)

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES

John M. Jones
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AWARDS

- Roy F. Kenzie Award, City of Oviedo Redevelopment & Economic Development Brochure, Florida Redevelopment Association, 2010
- Outstanding Master Plan, Palm Coast/Flagler County Airport Area Master Plan & Zoning Overlays, Florida Planning & Zoning Association Surfcoast Chapter, 2009
- Master Plan Award of Excellence, Palm Coast/Flagler County Airport Area Master Plan & Zoning Overlays, Florida Planning & Zoning Association, 2009
- Outstanding Public Urban Plan, Babcock Street Redevelopment Plan, Florida Planning & Zoning Association, 2008

historic themes and architectural styles. Created development opportunity packages and identified compatible architectural, design and development groups as potential development partners for the City.

Economic Development Services

Oviedo, Florida

Project Manager for the provision of economic development services to the City of Oviedo with a primary focus on improving the City's economy by attracting new businesses to the area. Tasks completed include development of a business recruitment brochure; establishment of a business retention/recruitment program; creation of a development opportunity sites database; design of an economic development website; and development of a primary business recruitment incentive program.

Community Visioning

Groveland, Florida

Project Manager for the preparation of a vision plan, which identified opportunities for the City to leverage the SR 50 realignment. Identified specific opportunity sites and implementation measures in an effort to encourage economic development in the City in the next five to ten years.

Business Assistance Plan

Apopka, Florida

Project Manager for the Business Assistance Plan that identified challenges and opportunities facing the existing downtown businesses, employers and business community; developed programs and mechanisms to enable the City to assist existing businesses and to recruit new targeted businesses to the downtown area. This project entailed an extensive survey, interview and coordination process with local area merchants and the Chamber of Commerce.

Concurrency Assessment of SR 524 Corridor

Cocoa, Florida

Project Manager for this assessment and prepared an analysis of the Transportation Concurrency Impacts from development on SR 524 and surrounding roadways. The analysis included an evaluation of the impact on traffic levels of service from existing development and the anticipated impact from future development. Analysis identified intersections and segments of SR 524 that had significant level of service issues and proposed long-term transportation concurrency management remedies, roadway improvements and strategies to address anticipated and future development impacts as well as Comprehensive Plan amendments.

Innovation Way Land Use Absorption Projections

Orange County, Florida

This project was completed to further Orange County's initiatives to diversify the economy of the County in the Innovation Way corridor. An evaluation was required of the current entitlements (supply) approved within the study area to the projected demand for growth by the year 2030 to determine if a reallocation of land use resources may be necessary. The current entitlements were also compared to the Compact Village pattern for land use growth that the County desired for the area to determine its appropriateness.

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES



Terry A. McKloski, AICP

Senior Planner

Terry has over 20 years of professional experience in transportation planning and urban design and extensive knowledge of several travel demand modeling software platforms and traffic simulation packages. His project experience includes complete streets, corridor planning, large scale land use scenario planning, traffic impact analyses, corridor and interchange improvement studies, traffic forecasting, travel demand modeling, freight movement, and roadway network simulation. Terry's unique combination of planning knowledge and technical proficiencies make him an effective advocate for positive change through livable transportation systems.

Key Projects and Assignments

Growth Management General Planning Contracts

Florida Department of Transportation – District 2

Project Manager for growth management contracts from 2006-2013. Tasks under these contracts included representing FDOT in negotiations with Development of Regional Impacts (DRIs) and Sector Plans, working with local governments to evaluate land use proposals, and assisting rural communities with planning expertise. Tasks included analysis and modeling of numerous DRIs, traffic impact assessment, traffic forecasting, and land use utilization analysis. Also including analysis of transportation improvements needed to support future land use proposals and final proportionate share calculations. Under these contracts Mr. McKloski's team also performed other duties and planning studies which included corridor studies, comprehensive plan review, EAR reviews, Capital Improvement Plans assistance and review, FDOT District work program assistance, inter-governmental coordination, and providing District wide education courses in areas like trip generation, HCS, traffic impact analysis assessment, and general growth management.

US 41 Traffic Analysis, Florida Department of Transportation – District 1

Naples, Florida

Under the Complete Streets Continuing Services Contract with FDOT D1, the S&ME Team was tasked to identify and analyze potential traffic diversion resulting from roadway modifications to the US-41 / SR 45 corridor in Downtown Naples. Part of the task was to identify and evaluate possible impacts to the surrounding roadway network due to reducing and/or widening lanes in the corridor. Specifically responsible for modeling the regional impacts using travel demand modeling, and analyzing and formulating mitigation plans for impacted links and intersections using traffic operations modeling software Synchro and Vissim.

Bicycle and Pedestrian Facilities Gap Study

Florida Department of Transportation – District 2

Project Manager for study to inventory and locate gaps in the bicycle and pedestrian facilities over an 18-county area in Northeast Florida. Counties are made up of rural areas and urban areas including Jacksonville, Gainesville, Lake City, and St. Augustine. Graphical Information Systems (GIS) and accompanying databases were used to evaluate the gaps in the bicycle and pedestrian networks. The study utilized Bicycle and Pedestrian Quality Level of Service (LOS) standards to develop algorithms to determine the LOS. The study also evaluated several types of bicycle and pedestrian facilities and several design solutions were considered for facilities lacking facilities.

PROJECT ROLE

Senior Planner

OFFICE LOCATION

Tampa, Florida

EDUCATION

- Master of Urban and Regional Planning, Florida State University, 2006
- Bachelor of Urban and Regional Planning, Florida Atlantic University, 2002

YEARS OF EXPERIENCE

Joined S&ME in 2019 with 20 years of experience

REGISTRATIONS

- AICP Certification No. 022275

PROFESSIONAL MEMBERSHIPS

- American Planning Association (APA)
- Florida Planning and Zoning Association (FPZA)
- Urban Land Institute (ULI)

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES

Terry A. McKloski
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6th Avenue Pedestrian Enhancements

Capital Regional Transportation Planning Area, Tallahassee, Florida

Based on implementing the Complete Streets philosophies, this project proposed reconstruction scenarios for making the 6th Avenue corridor more pedestrian friendly; with enhancements such as wider sidewalks, lane reduction, turning radius reduction, raised intersections, and branding for the Midtown area. The 6th Avenue corridor runs through a commercial area with several restaurants and bars, retail and large residential components. The study involved right-of-way survey and investigation, data collection, public involvement and concept design plans. The project was designed to increase non-motorized transportation in the corridor and a sense of place that attracts people to enjoy the corridor via walking.

Large Scale Development Impact Modeling

Florida Department of Transportation – District 2

Project Manager for growth management contract involving modeling of numerous DRIs (Developments of Regional Impacts) and impact assessment by forecasting land use utilization, traffic, and state- or developer-planned improvements. Assessments determined improvements needed to support future land uses proposed and final proportionate share calculations.

Curry Ford Neighborhood Vision Plan

Orlando, Florida

Lead for transportation planning of a vision plan for the Curry Ford Road corridor and surrounding neighborhoods. The Curry Ford Road area has become a popular destination for new small businesses, who have collectively worked together to become a designated Market Street. In addition to this commercial growth and redevelopment, the area is attracting more residential development as more people want to live in this neighborhood with its proximity to unique retail options and downtown Orlando. The Vision Plan will ensure the foundation of this healthy, vibrant area remains a strong neighborhood and great place to live, and provides for long-term stability for residents, visitors, and businesses. The S&ME Team evaluated the growth potential and probability by land use type expected to strongly impact the Curry Ford existing transportation facilities. The resulting plan will include recommended changes to the transportation network; cross section design for all the major roads in the study area; and recommendations for policy and code changes to direct future redevelopment in the area.

2014 Update to Capital Regional Transportation Planning Area Congestion Management Plan (CMP) and Policy

Capital Regional Transportation Planning Area, Tallahassee, Florida

The CMP, as defined in federal regulation, serves as a systematic process that provides for safe and effective integrated management and operation of the multimodal transportation system. The plan identified congested roadway segments, detailed performance measurements, provided implementation strategies to manage congestion, and supplied measures for determining the effectiveness of the strategies.

Roundabouts Evaluation, Roosevelt Boulevard and McDuff

Florida Department of Transportation – District 2

Project Manager for study to evaluate several roundabout alternatives. Confluence of three streets and a railroad crossing required some unusual configurations to be tested: two roundabouts, one oblong roundabout, a dog-bone type dual roundabout and a large multi-leg roundabout. Project required data collection, traffic forecasting, traffic simulation and stakeholder involvement. Roundabout alternatives were simulated in VISSIM, and 3D output was used for visualization.

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES



Nickolas Hill

Planner

Nick has over two years of professional experience. He is well-versed in the field of contemporary urban and regional planning. His professional experience has included conducting entitlement research, land use and rezoning amendments, special use permits and variance requests, community workshops, plan reviews, and conceptual planning tasks. Nickolas is also a skilled Geographic Information System (GIS) technician—completing a multitude of GIS-related projects including creating, interpreting, and projecting shapefiles, authoring metadata, producing hundreds of planning, environmental, and stormwater-related maps, georeferencing historical aerials, conducting area calculations, and acting as a liaison between GIS and AutoCAD specialists.

PROJECT ROLE

Planner

OFFICE LOCATION

Orlando, Florida

EDUCATION

- Master's in Urban Regional Planning, University of Florida, 2019
- Bachelor's in Public Administration and Minors in Urban and Regional Planning and Nonprofit Management, University of Central Florida, 2015

YEARS OF EXPERIENCE

Joined S&ME in 2019 with 2 years of experience

PUBLICATIONS

- "Comprehensive Planning for Autonomous Vehicles in the American South," 2019

Key Projects and Assignments

City of Green Cove Springs Stormwater Mitigation Program

Green Cove Springs, Florida

Aided the local government in creating a citywide stormwater mitigation program by efficiently and accurately hand-measuring impervious surface areas throughout the City using a combination of GIS programs, georeferenced historical aerials, technical drawings, various software packages, and available county data sets.

Lake Wales Comprehensive Plan Update

Lake Wales, Florida

Project Planner for the City's Comprehensive Plan update to reflect the significant growth the City experienced in the early to late 2000s. Responsibilities included the development of various elements, assisting with GIS mapping and analysis, assisting with steering committee meetings to understand the issues facing the community and a visioning public workshop.

EAR-Based Amendments

Cocoa, Florida

Participated in the update the City's Comprehensive Plan as part of the evaluation and appraisal process as outlined in Section 163.3191, F.S. Prepared a matrix listing the Florida Statute changes that required a change in the Plan, submitted to staff for review and comment and then made the changes to the individual elements. Prepared maps in GIS to meet the requirements of Senate Bill 1094, "Peril of Flood."

EAR-Based Amendments

Fort Pierce, Florida

Participated in the update the City's Comprehensive Plan as part of the evaluation and appraisal process as outlined in Section 163.3191, F.S. Prepared maps in GIS to meet the requirements of Senate Bill 1094, "Peril of Flood."

Volusia County Growth Management Commission Planner

Volusia County, Florida

Participated in conducting comprehensive plan amendment reviews on a continuing basis for all jurisdictions within Volusia County to ensure consistency with the Commission's established criteria. Specific responsibilities include reviewing amendments (large and small) for consistency with six criteria, conducting research on various regulatory documents, and confirming parcel data using GIS software.

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES

Nickolas Hill
Page 2

Downtown North CRA Redevelopment Plan Update

Panama City, Florida

Participated in the update of the City's Downtown North CRA Redevelopment Plan to reflect the recent expansion of the boundary. Drafted sections related to population and demographics, land use, historic buildings, and signage. Prepared a three-point action plan and goals, objectives and policies. Helped facilitate public workshops.

Complete King Street Master Plan

St. Augustine, Florida

Participated in the Master Planning process for a major corridor within the City of St. Augustine. Assisted in facilitating and preparing community workshop. Managed the project's website by frequently responding to public comments and posting regular updates regarding the project's progress.

CRA HD King Site - Review of Development Proposals

Fort Pierce, Florida

Participated in the review of proposals submitted by two development companies for the development of the City-owned HD King Plant site in downtown Fort Pierce. The purpose of the review was to determine compliance with the City's CRA plan and comprehensive plan. Prepared a matrix rating the proposals against each relevant policy in the plans, and attended individual briefings with the CRA Board members.

West Tuscaloosa Community Inventory and Blight Study

Tuscaloosa, Alabama

Assisted City Staff in conducting a community inventory of the West Tuscaloosa neighborhood through a community engagement and visioning process, GIS analyses, aerial observations, site visits, compiling data sets, and synthesizing historical research and anecdotes. This task also required conceptualizing, creating, and implementing a neighborhood blight study using a combination of community statistics, site photos, and various GIS operations.

Highest and Best Use Analyses

North Central Florida

Determined the highest and best use for various properties throughout the region based upon their existing development entitlements. This necessitated reviewing local development standards, meeting with City/County Staff, consulting with civil engineers as needed, and writing comprehensive reports for a diverse range of clientele.

FEMA Letter of Map Revisions (LOMRs)

North Central Florida

Aided civil engineers in successfully revising active FEMA Flood Insurance Rate Maps by completing numerous Letter of Map Revisions. This involved incorporating floodplain data from various public and private databases to recreate and revise existing Flood Maps utilizing a wealth of cutting-edge software.

Various Future Land Use (FLU) and Rezoning Requests

North Central Florida

Drafted and compiled application materials for various FLU and Rezoning requests across the North Central Florida region. This involved drafting justification reports, researching critical land development code and comprehensive planning language, developing clear and concise GIS map sets, and creating Zoning Master Plans as needed for sites designated as Planned Unit Developments.

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES



Katie A. Martin

Planner

Katie's areas of expertise include sustainable community development, affordable housing, community engagement, and public policy. She has experience in qualitative and quantitative research, geospatial analysis, statistical analysis, climate adaptation planning, comparative policy analysis, urban design, and planning for social equity. Katie also has experience in survey creation for community engagement, site plan review, and grant writing.

Relevant Project Experience

Casselberry Property Maintenance Ordinance

City of Casselberry, Florida

Assisted the City of Casselberry in reviewing their Code of Ordinances and Land Development Code to establish more exact ordinances regarding property maintenance within the City. This project included the review of comparable municipalities to inform the changes made to Casselberry's Code.

Sumter County Comprehensive Plan

Sumter County, Florida

Assisted Sumter County in updating their Comprehensive Plan, including reviewing and analyzing data on housing conditions, affordability, and access for residents and potential new residents within the County. The project also includes analyzing access to open space within the County.

DeBary Land Development Code Update

City of DeBary, Florida

Assisted the City of DeBary in reorganizing and updating their Land Development Code, and establishing a Form-Based Code for certain areas of the City.

Lindbergh Neighborhood Redevelopment

City of Atlanta, Georgia

Worked with City of Atlanta, Georgia Department of Transportation, the BeltLine, MARTA, and other local stakeholders to propose a redevelopment of the Lindbergh neighborhood in Atlanta. The project focused on green space and blue way access, zoning and land use changes, public transit additions, and affordable housing creation.

Neighborhood Planning Unit Comprehensive Review, Public Design Workshop

City of Atlanta, Georgia

Worked with the Center for Civic Innovation and researchers at Georgia Tech to develop the qualitative and quantitative research methods for the first comprehensive review of the NPU System in Atlanta. This project involved the development of surveys for public engagement, the creation of tools for qualitative research, and geospatial analysis to observe socioeconomic trends in Atlanta neighborhoods.

PROJECT ROLE

Planner

OFFICE LOCATION

Orlando, Florida

EDUCATION

- Master of City and Regional Planning and Master of Science in Public Policy, Georgia Institute of Technology, 2020
- Bachelor of Science, Earth and Environmental Science, Mercer University, 2012

YEARS OF EXPERIENCE

Joined S&ME in 2020 with 1 years of experience

PROFESSIONAL MEMBERSHIPS

- American Planning Association
- Association of Pedestrian & Bicycle Professionals

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES

Jalisa Q. Harris

Planner

Jalisa’s experience includes data analysis, legislative analysis, research, regulatory compliance, technical writing, public speaking, stakeholder engagement and interagency coordination.

Relevant Project Experience

City of Groveland CRA Redevelopment Plan Update

Groveland, Florida

Assisted the City of Groveland in spearheading citizen engagement efforts as a means of collecting substantive input to update the community redevelopment plan. Efforts included virtual and COVID19-compliant in-person engagement opportunities that not only collect suggestions, but also provide citizens an opportunity to lead design alternatives.

Community Impact Projects Director

Indian River County, Florida

Leveraged organizational resources to encourage the formation of new community partnerships, raise project funding, rebrand community impact project missions and organizational brand. This project included using data collected from past projects and public engagement tactics to drive project restructuring as well as identification of target population needs. Project implementation was supplemented with self-created training regarding inclusionary practices for non-profit organizations.

Capital Improvement Plan Updates

Various counties within Central Florida

Evaluated/Analyzed best practices in transportation capital improvement planning and budgeting, revenue structures, and grant application. These projects included review of comparable municipalities within Florida to inform the recommendations made for Capital Improvement Plan updates.

ADA Transition Plans

Various counties within Central Florida

Synthesized best practices in public capital infrastructure planning, self-assessment, funding, and implementation regarding the Americans with Disabilities Act (ADA) transition plans for municipal transportation planning. This project included extensive public engagement planning and implementation as well as coordination with municipal-governed institutions.

Cocoa Police Department Strategic Plan

City of Cocoa, Florida

Coordinated with the City of Cocoa government and City of Cocoa Police Department in developing a strategic plan to enhance departmental operations and community relations based on analysis of the Organization and the City. This project included a review of comparable law enforcement agencies to inform the internally and externally facing approaches the department should take.



PROJECT ROLE

Planner

OFFICE LOCATION

Orlando, Florida

EDUCATION

- Master of Urban and Regional Planning, University of Central Florida (anticipated May 2021)
- Master of Public Administration, University of Central Florida, 2019

YEARS OF EXPERIENCE

Joined S&ME in 2020 with 3 years of experience

PROFESSIONAL MEMBERSHIPS

- American Planning Association
- University of Central Florida Urban Knights Planning Association
- National Black MBA Association
- National Forum for Black Public Administrators
- International City Manager Association
- The Association of Junior Leagues International

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES



Bruce C. Hall PLA, ASLA

Technical Principal - Landscape Architect

Jay has over 32 years of experience with site design and landscape architecture for streetscapes and public spaces. His design influence is featured in the public realm design of places such as Lakeland's Hollis Garden, Orlando's Harry P. Leu Botanical Gardens, Winter Park's Park Avenue and the NoMa District in Washington, DC. His philosophy of design focuses on functional and timeless design, grounded in context and equity of users.

Key Projects and Assignments

William Bartram Scenic Byway

St. Johns County, Florida

Served as Principal-in-Charge and Principal Designer for the Master Plan, which included schematic plans for park and amenity improvements along the byway. The William Bartram Scenic and Historic Highway is a 17-mile Florida Scenic Highway known for its historic tree canopy, access to the St. Johns River (a National Heritage River) and its namesake who traveled and lived in this region of Florida. These enhancements provide better facilities for the byway visitor and residents and unify the public space along the byway by creating an architecture and landscape that reinforces the corridor's story. The effort included a corridor logo, signage plan, gateway features and interpretive and directional signs.

St. Augustine Citywide Mobility Plan

St. Augustine, Florida

Principal Landscape Architect for a multiyear assignment to develop an integrated mobility plan for the City. The Plan will introduce 21st century best practices to help solve the mobility issues of the City's residents, visitors and business community. Through a data-driven and inclusive process, the consultant team is taking a holistic view at the transportation and land use relationships of America's oldest city. The interdisciplinary study includes urban design, multimodal transportation planning, complete streets design, land use planning, historic preservation and economic development.

King Street Complete Street Master Plan

St. Augustine, Florida

Principal Landscape Architect for an integrated transportation and land use planning effort for the King Street Corridor. Much of the street is owned by FDOT (Business US-1) and efforts have included extensive coordination with District 2. An integrated in-person and online public engagement program was created through collaboration with CoUrbanize; it includes five public workshops complemented by a stand-alone interactive website that allows for both web and text-based input.

US 41 Corridor Vision Plan

Charlotte County, Florida

Principal Landscape Architect for a Corridor Vision plan for 30 miles of US 41 through Charlotte County. The plan looked at safety, mobility, context classification and the interface between the existing and proposed land uses and the design of the corridor. This work was done under S&ME's FDOT D1 Complete Street Continuing contract. The effort proactively engaged the citizens and stakeholders along the corridor to identify issues and opportunities along the roadway which will then inform future work program prioritization and funding.

PROJECT ROLE

Design Principal

OFFICE LOCATION

Orlando, Florida

EDUCATION

- BS Landscape Architecture, Purdue University, 1987

YEARS OF EXPERIENCE

Joined S&ME in 2012 with 25 years of experience

REGISTRATIONS

- PLA, FL No. LA0001277, 1988
- PLA, CO No. 841, 2009
- CLARB No. 53564, 2018

PROFESSIONAL MEMBERSHIPS

- Purdue Landscape Architecture Professional Advisory Council, Board Member
- American Society of Landscape Architects (ASLA)
- Florida Recreation and Park Association (FRPA)
- Harry P. Leu Gardens, Board of Trustees, 2012-2016

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES

Jay R. Hood
Page 2

AWARDS

- Outstanding Development Award, Lakefront Park Phase 1, Florida Planning & Zoning Association, 2020
- Project of the Year Award, South Central Park, Florida Engineering Society, Ridge Chapter, 2019
- Grand Award, PK Avenue, American Council of Engineering Companies of Florida, 2019
- Award of Merit, PK Avenue, American Society of Landscape Architects, Florida Chapter, 2019
- Project of the Year Award, Cade Museum, ENR Southeast, 2018
- Planning Project Award of Merit, Paw Park Village, APA-FL 2018
- Lake Nona Urban Forest Plan, Florida Urban Forestry Council, 2009
- Environmental and Sustainability Honor, UCF Health Sciences Campus, ASLA Florida Chapter, 2008
- Master Planning Award, Scenic and Historic A1A Master Plan, Florida Planning & Zoning Association, 2006
- Award of Excellence, Park Avenue Winter Park, ASLA Florida Chapter, 2002

US 41 Corridor Vision Plan

Charlotte County, Florida

Principal Landscape Architect for a Corridor Vision plan for 30 miles of US 41 through Charlotte County. The plan looked at safety, mobility, context classification and the interface between the existing and proposed land uses and the design of the corridor. This work was done under S&ME's FDOT D1 Complete Street Continuing contract. The effort proactively engaged the citizens and stakeholders along the corridor to identify issues and opportunities along the roadway which will then inform future work program prioritization and funding.

South Central Park and Magnolia Trail

Winter Haven, Florida

Principal Designer for a multi-purpose civic park and surrounding streetscapes and trails in downtown Winter Haven. The project is comprised of a full city block and includes two flexible plaza areas that could alternately serve as parking during the day and a place for concerts and events during the evening and weekend hours. The project also incorporates a bikeway into the streetscape environment with an associated vertical gateway element to indicate arrival into downtown from the south. **Project received the Project of the Year Award from Florida Engineering Society (FES), Ridge Chapter, 2019.**

South Pomegranate Avenue Improvements (FDOT D5)

Sanford, Florida

Principal Landscape Architect responsible for this FDOT, D5 project to improve circulation along South Pomegranate Avenue and improve connections to the historic Goldsboro community. The multi-faceted project includes a pedestrian/vehicular bridge overactive railroad tracks which blocks access into Goldsboro multiple times per day. Landscape improvements suitable to the residential character of the area will be included for the new roadway/bridge and the stormwater pond. Responsibilities include coordination with the client, the design team, FDOT and the City of Sanford.

Park Avenue Streetscape

Lake Wales, Florida

Principal-in-Charge for the design and public involvement of the City of Lake Wales's Park Avenue Streetscape which functions as the heart of the downtown shopping district. The streetscape is a building face to building face project which balances the auto-dominated street by converting the oversized one-way street with angled parking into a 2-way street with parallel parking. Broad sidewalks and planters to accommodate street trees and colorful plantings advance the Olmsted Brothers' vision of a "City within a Garden". The designed street is curbsless and allows for barrier free pedestrian access and flexibility for outdoor dining and events. Green infrastructure components of the design include the use of rain gardens and permeable pavers to aid in capturing stormwater and nutrients.

Pilaklakah (PK) Avenue Streetscape

Auburndale, Florida

Principal Designer for a five-block section of Pilaklakah Avenue in Auburndale, Florida. The streetscape project included a reduction of travel lanes from four lanes to two lanes, which enabled the addition of a linear bioswale/rain garden along the length of the project as well as a multipurpose trail and on-street parking in the commercial area near the City's historic downtown area. This project received a Grand Award from the American Council of Engineering Companies of FL, 2019 and an Award of Merit from the American Society of Landscape Architects, 2019.

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES



Bruce C. Hall PLA, ASLA

Principal Landscape Architect

Jay has over 32 years of experience with site design and landscape architecture for streetscapes and public spaces. His design influence is featured in the public realm design of places such as Lakeland’s Hollis Garden, Orlando’s Harry P. Leu Botanical Gardens, Winter Park’s Park Avenue and the NoMa District in Washington, DC. His philosophy of design focuses on functional and timeless design, grounded in context and equity of users.

Key Projects and Assignments

Seminole County Trail System Master Plan

Seminole County, Florida

Principal Landscape Architect for the update to the Seminole County’s Trail System Master Plan. Bruce performed desktop and field reviews to validate the previously proposed trails for the County and identifies new routes to improve connections to cities and communities with no trail access. Through the creation of a hierarchy and updated nomenclature 35 individual trail and connector segments were reduced to 15 Pathways which link the County’s primary showcase trails. Following key stakeholder and public presentations, the completed master plan includes an update to the County’s GIS system reflecting the existing and proposed trails and pathways, Cost estimates and a report document. The standalone exhibits within the report enable County staff to extract each proposed trail as needed for their use in receiving grant funding, updating County Commissioners and informing the public.

Outdoor Interpretive & Wayfinding Venue

Port St. Joe, Florida

Senior Designer and Project Manager for the City of Port St Joe CRA’s outdoor interpretive and wayfinding venue. The venue is constructed atop a wood deck above an existing stormwater pond and is designed to gain the attention of travelers along US 98; encourage them to stop; inform them of the retail and dining opportunities present in the City’s historic retail village; and provide information about the community’s history. The facility features a tower and trellis structure with scallop-themed bench swings, an interactive kiosk, a periscope linked to community webcams and a postcard photo-op.

Tenoroc Trail Master Plan

Lakeland, Florida

Project Manager and Senior Designer for the master planning of the City of Lakeland Community Development Department’s 10-mile Tenoroc Trail. The trail connects the General Van Fleet/TECO-Auburndale Trail to Lakeland’s planned trail system through the 8,000-acre FWC Tenoroc Fish Management Area. The trail provides connections to the management area’s hiking trail network, surrounding neighborhoods, three regional and community sports complexes, a future elementary school site and Florida Polytechnic campus.

Crystal Lake Trail

Lake Wales, Florida

Principal Landscape Architect for the master planning and phase 1 construction documents for the Lake Wales Crystal Trail. The one mile master planned trail links the new S&ME and Chastain Skillman designed Park Avenue complete street streetscape to Lake Wales and the existing Lake Wales Trailway. The first phase of the trail provides a direct trail route

PROJECT ROLE

Principal Landscape Architect

OFFICE LOCATION

Orlando, Florida

EDUCATION

- Golf Course and Golf Clubhouse Design, Harvard Graduate School of Design, 1991
- Bachelor of Landscape Architecture, University of Florida, 1988

YEARS OF EXPERIENCE

Joined S&ME in 2012 with 24 years of experience

REGISTRATIONS

- PLA, FL No. LA0001367, 1990

PROFESSIONAL MEMBERSHIPS

- American Society of Landscape Architects (ASLA)
- Florida Recreation and Park Association (FRPA)

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES

Bruce C. Hall
Page 2

AWARDS

- Outstanding Development Award, Lakefront Park Phase 1, Florida Planning & Zoning Association, 2020
- Grand Award, PK Avenue, American Council of Engineering Companies of Florida, 2019
- Award of Merit, PK Avenue, American Society of Landscape Architects, Florida Chapter, 2019
- Project of the Year Award, Cade Museum, ENR Southeast, 2018
- Award of Merit, Winter Garden Plant Street Streetscape, American Society of Landscape Architects, 2003
- Award of Excellence, West Orange Trail, American Society of Landscape Architects, 1998

between the streetscape and the Lake Wailes shoreline via a road diet on Park Avenue and another route runs through Crystal Lake Park and around the lake to create a loop system.

NW Neighborhood Pedestrian Implementation Plan

Lake Wales, Florida

Principal Landscape Architect for the creation of a master plan and design standards document addressing sidewalk and street tree enhancement of the City's Northwest Neighborhood. Based upon the Dover Kohl, Lake Wales Connected plan for the NW Neighborhood, the master plan completes gaps in the existing sidewalks network, suggest where sidewalks should be added to existing streets and addresses the planting of canopy and understory trees to improve pedestrian comfort and the character of the street. The completed master plan and design standards provides the City with a master plan, typical street sections, a palette of trees, implementation priorities, phasing and an estimate of probable construction costs.

Park Avenue Streetscape

Lake Wales, Florida

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St. Augustine, Florida

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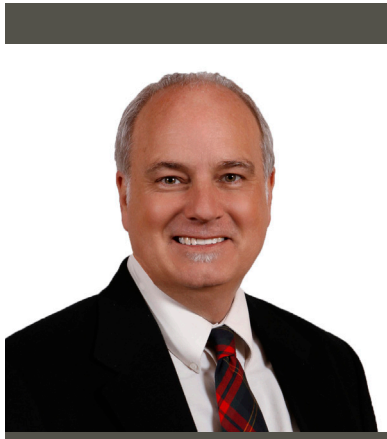
Pinellas Park City Center

Pinellas Park, Florida

Principal Designer for the City of Pinellas Park CRA's master planning of a new 55-acre city center, renovation of its 29-acre community park and a complete street design for 78th Avenue which links the two projects. The master planning effort is intended to incentivize private sector investment around the area, consolidate facilities, create a walkable community and enhance the community's amenities to its residents. The city center is designed to provide a dense integration of government uses which include a new city hall and fire/police operations center; and residential, retail/restaurant and recreational facilities for the community. The community park also features private sector investment along with a mix of active and passive recreational uses with an expansion of the City's performing arts center.

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES



Edward A. Browder, PLA, ASLA

Senior Landscape Architect

Eddie has over 29 years of experience of innovative design and project management, utilizing a full range of professional skills in numerous areas of landscape architecture and historic preservation. His experience includes campus landscape plans, schools, parks and trails, public plazas and municipal buildings as well as high profile commercial, mixed-use and resort projects. His historic preservation experience includes historic surveys, districts, design guidelines, local historic designations and certificates of appropriateness.

Key Projects and Assignments

Magnolia Square Redevelopment Conceptual Design Services

Sanford, Florida

Project Manager for two conceptual designs to redevelop the historic icon of Sanford. In designing the public plaza, input was gathered from the community, the Mayor, City staff and the CRA Board. The well-thought-out plan was approved with no revisions required. Color renderings and cost estimates were also prepared to accompany the conceptual designs. Now that the design has been implemented, Magnolia Square features much needed shade, visual interest and ample seating for special events, all in keeping with the historic character of the area.

Lady Lake Commercial Corridor Design Standards

Lady Lake, Florida

Assisted with the preparation of commercial development design standards intended to maintain and enhance the positive characteristics of the existing Town and the Villages and to prevent further impacts of development that are not reflective of the traditional town development patterns and desired appearance. Provided the guidelines booklet and hand-drawn graphics, which demonstrate the characteristics of rural and urban road sections. These standards were later codified into the Town's Land Development Regulations.

Lady Lake Development Review

Lady Lake, Florida

Assisted with conducting development review services of site plans, planned unit developments and subdivisions of more than 30 projects under a continuing services contract with the Town of Lady Lake. Also assisted the Town with enforcement of the Landscape and Tree Protection chapter, which was also authored by S&ME.

Melbourne Historic Preservation Officer

Melbourne, Florida

S&ME serves as the Historic Preservation Officer for the City. Assisted with multiple preservation projects, including research and presentations on historic structures and local history; report and presentation preparation for Local Historic Designations; grant applications; and reviewing/processing Certificates of Appropriateness.

Eau Gallie Historic District and Architectural Design Guidelines

Melbourne, Florida

Assisted the City with the creation of the City's first historic district, the Eau Gallie Historic District. This district is significant for its collection of early 20th century architecture, including one structure listed in the National Register of Historic Places and for its role in the City's development history. Conducted site visits at numerous historic properties and

PROJECT ROLE

Senior Landscape Architect

OFFICE LOCATION

Orlando, Florida

EDUCATION

- Bachelor of Architecture in Landscape Architecture, University of Georgia, 1990
- Bachelor of Science in Ornamental Horticulture, Clemson University, 1986

YEARS OF EXPERIENCE

Joined S&ME in 2004 with 14 years of experience

REGISTRATIONS

- FL #LA6666790, 2005

PROFESSIONAL MEMBERSHIPS

- American Society of Landscape Architects (ASLA)
- Florida Recreation and Park Association (FRPA)
- Committee on Sustainable Environments (CoSE)
- Sanford Historical Society, Treasurer

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES

Edward A. Browder
Page 2

AWARDS

- American Planning Association, Florida Chapter, Award for Paw Park, 2018
- Florida Planning & Zoning Association Outstanding Redevelopment Award for the Immokalee CRA Update
- Florida Redevelopment Association Roy F. Kenzie Award for the Spring Hill/Volusia County Community Redevelopment Plan

PRESENTATIONS

- "Local Designations - Success Stories in Brevard County, Florida", Florida Historical Society, 2015
- "Green Gables - A Preliminary Local Historic Designation", South Brevard Historical Society, 2014
- "Melbourne's Lost Treasures - Celebrating the Past to Inform the Future", Melbourne Historic Preservation Board, 2013
- "Sears Modern Homes in Historic Melbourne", Melbourne Historic Preservation Board, 2012
- "SITES – An Overview on the Sustainable SITES Initiative", American Planning Association Florida Chapter Conference 2012, Florida Planning & Zoning Association Conference 2011 and Florida Urban Forestry Council Conference 2010

prepared the historic surveys/Florida Master Site File. Also prepared design guidelines for rehabilitation/expansion of existing historic structures as well as new construction. Prepared a list of period-appropriate plants based on the popularity of ornamental plants during specific eras.

Titusville Historic Preservation Officer

Titusville, Florida

S&ME serves as the Historic Preservation Officer for the City. Recent projects include the preparation of several local landmark designation reports and presentations and the preparation and facilitation of public workshops to obtain citizen input on priorities for historic preservation projects. Also provides peer review of staff's work on educational brochures regarding the benefits/misconceptions of historic preservation and the steps required for local historic landmark designations.

Paw Park Village

Sanford, Florida

Project Manager for the planning and design of the redevelopment of Historic Paw Park Village. When Paw Park opened in 2000, it was the first off-leash dog park in Central Florida. After fifteen years of heavy use, the park was in need of repair and renovation. Organized and facilitated a public workshop to determine the amenities and development program preferred by the users and key stakeholders. The project includes a master plan for the area of Paw Park Village and construction documents for the first phase of the Paw Park renovations, which consists of amenities, new fencing, parking, a segment of multi-use trail and new pet-friendly surfacing. The design work was funded through a Florida Department of Economic Opportunity (DEO) grant that had strict guidelines and deadlines for deliverables. All of the deliverables were submitted on time and exceeded DEO guidelines.

Immokalee Public Realm Plan

Collier County, Florida

Project Manager for two public plaza designs, a streetscape design, downtown park concepts and cost estimates for the RWA team as part of the preparation of the Immokalee Public Realm Plan. Also responsible for gateway and wayfinding signage designs at both vehicular and pedestrian scales. Assisted with the development of a companion form-based land development code to ensure that future development of downtown Immokalee is consistent and complementary to the public plaza designs, streetscape design and downtown park concepts and also conveys the unified community theme and style.

Land Development Code, Landscaping and Tree Protection Chapter

Lady Lake, Florida

Prepared guidelines for landscape requirements, tree preservation and tree mitigation for the Town's Land Development Code. These regulations enforced the Town's emphasis on protecting its resources and sustainability. After adopting the Landscaping and Tree Protection Chapter, the Town was awarded the distinctive recognition of 'Tree City USA.'

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES

Em Schaefer

Senior Graphic Designer

Em has eight years of experience providing creative solutions through print and digital graphic design, illustration, brand development, packaging and production design, environmental graphics, photography, and creative content development. She is proficient with the Adobe Creative Suite and has experience with video editing and motion graphics.

Project Role: Branding/Presentations/Graphics

Education: MS in Digital Marketing, University College Dublin Michael Smurfit Business School, 2019, Dublin Ireland; BFA Visual Communications, Ball State University, 2007

Years of Experience: Joined S&ME in 2020 with 8 years of experience



Relevant Project Experience



Fort Pierce Community Redevelopment Plan Update

Fort Pierce, Florida

Graphic Designer involved in the drafting of design strategies to manage and encourage growth in the historically African American town. Created diagrams and report graphics to help convey design initiatives to a large audience, both city officials and city residents.



Downtown Kissimmee CRA Report and Gateway Concepts

Kissimmee, Florida

Senior Graphic Designer in charge of creating a unique branding direction for the city of Kissimmee CRA. Taking inspiration from the city's new logo and the historic branding of Downtown, this theme blends the two and brands the Downtown CRA project with a modern and vibrant style that visually articulates the history and proposed redevelopment through infographics, robust maps and graphs.



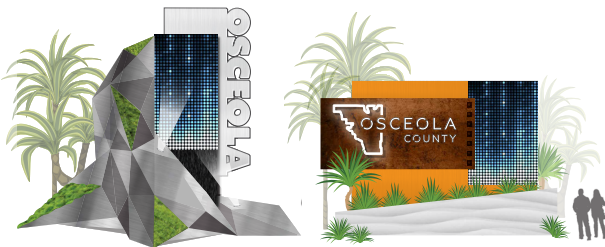
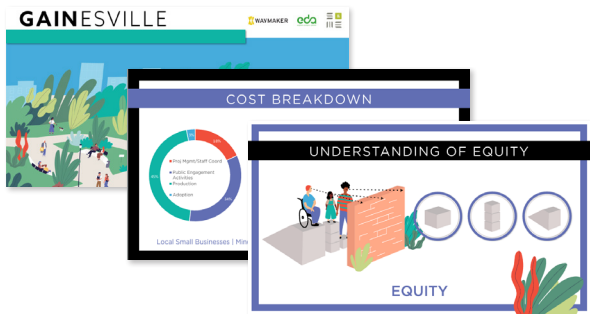
Groveland CRA Website

Groveland, Florida

Senior Graphic Designer assisted the city of Groveland in creating a website to communicate the CRA efforts and encourage public engagement through promotion of openhouses and online surveys.

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES



Cocoa Parks and Recreation Master Plan

Cocoa, Florida

Senior Graphic Designer composed a unique and cohesively-branded report to document the current park and recreation details of the city and proposed development ideas.

Gainesville Comprehensive Plan Shortlist Interview

Gainesville, Florida

Senior Graphic Designer in charge of branding presentation for shortlist interview. Collaborated with Planning to design a visually compelling PowerPoint presentation and intro video that articulated the core details of the Comprehensive Plan.

Osceola Gateway

Osceola County, Florida

Graphic Designer for the design of an iconic gateway element for Osceola County. Working with the County's budget of approximately \$750k, S&ME was tasked with providing design and engineering services for the placement of a large gateway sign to occur at the intersection of the Florida Turnpike ramp/Shady Lane and US-192. Part of the task was to incorporate forms and materials that the County is utilizing for current developments, such as Neo-City, to develop a gateway signage element that is modern, contemporary and provides an aesthetic symbol for the County.

Melbourne Historic Preservation Story Map

Melbourne, Florida

Senior Graphic Designer collaborated with Planning to design an interactive narrative of the history of the city and historic structures present today.

SODO Stormwater Brochure

Orlando, Florida

Senior Graphic design developed a print and digital brochure to visually communicate a guide to green development practices. This collateral aided the South Downtown Orlando Area in promoting sustainable efforts to potential developers with the goal of improving the quality for residents and businesses in the area.

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES



Boris Wong, PLA, ASLA, SITES AP

Landscape Architect

Boris has over seven years of international and local experience in site design and landscape architecture for a wide variety of project types, including transportation, urban design, hospitality, healthcare, parks, and streetscapes. Areas of expertise and interest include green infrastructure, visualizations, and urban open space.

Project Role: Landscape Architect | **Location:** Orlando, Florida

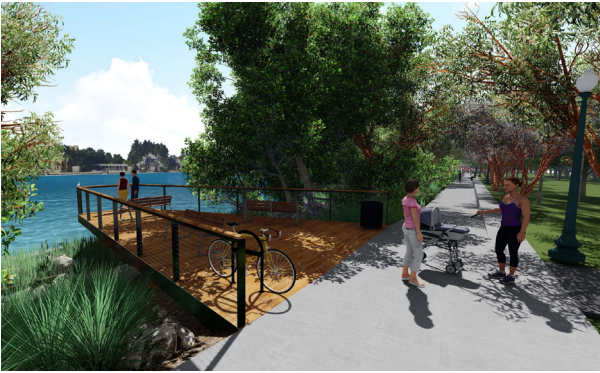
Education: Master of Landscape Architecture, University of Florida, 2011

BS Community and Regional Planning, Economics, Iowa State University, 2007

Years of Experience: Joined S&ME in 2016 with 4 years of experience

Registrations: Florida RLA #LA6667315, 2017 | SITES AP ID #00001569-SITES

Relevant Project Experience



Brittany Bay Park

Miami Beach, Florida

Landscape Architect for the master plan and landscape architectural construction documents for this waterfront park. S&ME created a “living shoreline” environment between the existing seawall and the new seawall, which is four feet higher in elevation and serves as a seat wall where users can take in views to the waterway and venture onto an overlook which spans the created environment. Produced high-quality 3D rendering perspectives utilizing Lumion and SketchUp.



Division Avenue Complete Street Master Plan

Orlando, Florida

Landscape Architect for this 1.3-mile segment of Division Avenue within the City of Orlando’s Downtown South Neighborhood Improvement District (DSNID). The purpose of the plan is to help catalyze a transition of many of the industrial and suburban retail properties within the district to urban mixed-use projects. Produced high-quality 3D rendering perspectives and animation utilizing Lumion and SketchUp.



DSNID Complete Streets Master Plan

Orlando, Florida

Landscape Landscape Architect for the development of a complete streets master plan for the Downtown South Neighborhood Improvement District (DSNID). Worked as part of a diverse consulting team to develop conceptual plans for all the key streets within the District to govern future street sections, streetscape materials standards, multi-modal mobility needs, technological enhancements and illustrate potential densities and intensities of future development within the District. Produced high-quality 3D rendering perspectives utilizing SketchUp.

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES



Eola Park Centre

Orlando, Florida

Landscape Designer for a commercial project that included the design of hardscape and landscape around the building perimeter to enhance outdoor activity space and overall image of the building. Produced high-quality 3D rendering perspectives utilizing Lumion and SketchUp.



UCF Lake Nona Medical Center

Orlando, Florida

Landscape Architect for the new \$90M, joint venture teaching hospital with the UCF College of Medicine and HCA. The first phase of development includes an 80-bed hospital core, a 60,000- sf medical office building, a helipad and associated site developments. Produced high-quality 3D rendering perspectives and animations utilizing Lumion and SketchUp.



Orlando Health Team Member Courtyard

Orlando, Florida

Landscape Architect for a courtyard concept and construction documentation of Orlando Health Dr. Philips Hospital Team Member Center. The project included canopy concept development and landscape improvement that help create a sense of welcoming to new members of the organization. Produced high-quality 3D rendering perspectives and animations utilizing Lumion and SketchUp.



US 41 Concept Plans

Naples, Florida

Landscape Architect for developing concept plans along a 1-mile segment of SR-45/US-41 between Goodlette Frank Road and 5th Avenue North and advance multimodal strategies that are supportive of the existing and future land use context. Produced high-quality 3D rendering perspectives utilizing SketchUp.



Valencia College Osceola Campus Master Plan

Kissimmee, Florida

Landscape Architect for the landscape master plan for the Valencia College Osceola Campus. The purpose of the landscape master plan for the 80-acre campus is to provide guidance and principles to those who are responsible for the design, maintenance and future development of the campus. Produced high-quality 3D rendering perspectives utilizing Lumion and SketchUp.

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES



Wenjun "Lulu" Lu

Landscape Designer

Lulu has experience in urban design, landscape design, green infrastructure, branding, and wayfinding. She is proficient with design programs including Photoshop, InDesign, Illustrator, After Effects, SketchUp, AutoCAD, Lumion, ArcGIS pro, CityEngine, and Rhino.

Project Role: Landscape Designer/Graphics

Education: Master of Landscape Architecture, University of Florida, 2018;
Bachelor of Science in Landscape Architecture, Nanjing Forestry University, Nanjing, China, 2016

Years of Experience: Joined S&ME in 2018 with 1 year of experience

Relevant Project Experience



Beaumont Redevelopment Master Plan

Kissimmee, Florida

Landscape Designer for the visioning and master planning of this 19.88-acre site. The central organizing element is a large park that serves as an activity hub as well as stormwater for the neighborhood. Mobility is accommodated on the property through the inclusion of generous tree lined sidewalks, a separated bicycle facility along MLK boulevard and a circulator stop that links the development to the downtown Sunrail Station. Produced high-quality 3D rendering perspectives utilizing Lumion and SketchUp.



Pinellas Park CRA

Pinellas Park, Florida

Landscape Designer for updating the Pinellas Park Community Redevelopment Plan. The Plan seeks to re-establish a central destination or "Place" in Pinellas Park near the City's historic center while safely connecting City assets and activity areas through complete-streets improvements and streetscaping improvements. The Conceptual Master Plan identifies five (5) strategic capital investment areas: the City Center District; the Performing Arts District; 78th Avenue Complete Street; 70th Avenue Complete Street, and the 49th Street Streetscape. Produced high-quality 3D rendering perspectives utilizing Lumion and SketchUp.



King Street Complete Street Master Plan

St. Augustine, Florida

Landscape Designer for complete street design of King Street in St. Augustine. S&ME has been hired by the City to analysis the existing conditions and develop concepts to build a better east-west connection through King Street to downtown area. During meetings with the city and the workshops, S&ME used 3D model fly-through to show the street conditions and 3D section graphics to show the proposed concepts.

4. AVAILABLE CAPACITY

KEY PERSONNEL RESUMES



Lincoln Yard Park

Gainesville, Florida

Landscape Designer for a neighborhood park project in East Gainesville. Park improvements include pond reconfiguration, a walking path loop, picnic shelters, a playground area, a gateway element, site furnishings and other amenities. S&ME is also facilitating the public participation in the project by leading stakeholder meetings, a public workshop and a final public meeting to present the conceptual Master Plan. Produced high-quality 3D rendering perspectives and animation utilizing Lumion and SketchUp.



US 41 Concept Plans

Naples, Florida

Landscape Designer for the concept plans along a 1-mile segment of SR-45/US-41 between Goodlette Frank Road and 5th Avenue North and advance multimodal strategies that are supportive of the existing and future land use context. Produced high-quality 3D rendering perspectives utilizing SketchUp.



Eola Park Centre

Orlando, Florida

Landscape Designer for the renovation of the 14-story Highwoods Properties' Eola Park Centre in downtown Orlando. The project features an outdoor tenant garden and event space, redesign of the parking lot and circulation, signage, building facade and area accent lighting, site furnishings and landscaping. Produced high-quality 3D rendering perspectives utilizing Lumion and SketchUp.



Montecillo Community Center

El Paso, Texas

Landscape Designer providing site planning and landscape architectural services for this Community Center that includes an event center, a freestanding Clubhouse and a Social Center. Produced high-quality 3D rendering perspectives and animations utilizing Lumion and SketchUp.



Valencia College Osceola Campus Master Plan

Kissimmee, Florida

Landscape Designer for the landscape master plan for the Valencia College Osceola Campus. The purpose of the landscape master plan for the 80-acre campus is to provide guidance and principles to those who are responsible for the design, maintenance and future development of the campus. Produced high-quality 3D rendering perspectives utilizing Lumion and SketchUp.



**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON ENTITY CRIMES**

1. This sworn statement is submitted to City of Green Cove Springs
(print name of the public entity)

by George M. Kramer, Area Manager-Planning and Design
(print individual's name and title)

for S&ME, Inc.
(print name of entity submitting sworn statement)

whose business address is

1615 Edgewater Drive, Suite 200
Orlando, Florida 32804

and (if applicable) its Federal Employer Identification Number (FEIN) is:

59-0791580

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g),

Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), **Florida Statutes**, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

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4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

a. A predecessor or successor of a person convicted of a public entity crime; or
b. An entity under the control any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

c. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(indicate which statement applies.)**


 X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity

submitting this sworn statement on the convicted vendor list. (attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT HIS FORM IS VALID THOROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.



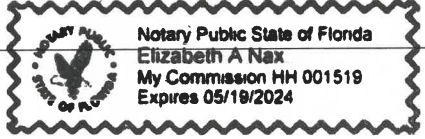
(Signature)

Sworn to an subscribed before me this 17th day of December, 2020

Personally known X Elizabeth A. Nax

OR produced identification _____ Notary Public - State of Florida

(Type of identification) My commission expires _____



(Printed typed or stamped commissioned name of notary public)

DRUG-FREE WORKPLACE COMPLIANCE FORM


In order to have a drug-free workplace program, a business shall abide as follows:

The undersigned vendor/contractor in accordance with Florida Statue 287.087 hereby certifies that S&ME, Inc. (name of business) does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the company's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees or drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under proposal a copy of the statement specified in item 1, above.
4. In the statement specified in item 1, notify the employees that as a condition of working on the commodities or contractual services which are under proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to any violation of Chapter 1893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that, S&ME, Inc.

(name of business), fully complies/does not comply with the
above requirements.


Vendor/Contractor Signature

December 17, 2020

Date

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STANDARD ADDENDUM
TO ALL
CITY CONTRACTS AND AGREEMENTS

Any other provisions of the Contract or Agreement to which this Standard Addendum is attached to the contrary notwithstanding, the parties specifically agree that the provisions hereinafter set forth will apply exclusively with respect to the matters addressed, whether addressed in said Contract or Agreement or not, and shall be deemed an integral part of said Contract or Agreement as if duly set out therein, having a force and effect of equal or superior dignity, as applicable, with the provisions thereof; provided, that if the provisions of the Contract or Agreement address a particular matter in a manner which results in a lower cost to the City than this Standard Addendum, then such provisions of the Contract or Agreement shall control and supersede the applicable provisions hereof (as used herein, the term "Contractor" means the vendor or other party in the Contract or Agreement providing construction, labor, materials, professional services, and/or equipment to the City thereunder; the term "City" means Green Cove Springs, a municipal corporation of the State of Florida, its City Council, or any other name or label set forth in the Contract or Agreement identifying such entity).

1. All payments for services rendered, or supplies, materials, equipment and the like constructed, delivered or installed under the Contract or Agreement (the Work) shall be made by the City in accordance with the Local Government Prompt Payment Act (the Act). Upon receipt of a proper statement, invoice or draw request, the City shall have the number of days provided in the Act in which to make payment.
2. Any work or professional services sub-contracted for by the Contractor for which the City has agreed to reimburse the Contractor shall not be marked up, but shall be payable by the City only in the exact amount reasonably incurred by the Contractor. No other such sub-contracted services shall be reimbursed.
3. In the event the Contract or Agreement is for professional services, charged on a time basis, the City shall not be billed or invoiced for time spent traveling to and from the Contractor's offices or other points of dispatch of its sub-contractors, employees, officers, or agents in connection with the services being rendered.
4. The City shall not be liable to reimburse the Contractor for any courier service, telephone, facsimile, or postage charges incurred by the Contractor, except as follows, and then only in the exact amount incurred by the Contractor [if the space below is left blank, then "NONE" is deemed to have been inserted therein]:
5. The City shall not be liable to reimburse the Contractor for any copying expenses incurred by the Contractor, except as follows, and then only at \$0.05 per page [if the space below is left blank, then "NONE" is deemed to have been inserted therein]:
6. If and only if travel and per diem expenses are addressed in the Contract or Agreement in a manner which expressly provides for the City to reimburse the Contractor for the same, then the City shall reimburse the Contractor only for those travel and per diem expenses reasonably incurred and only

in accordance with the provisions of Section 112.061, Florida Statutes or as otherwise limited by Florida law. In the event the Contractor has need to utilize hotel accommodations or common carrier services, the City shall reimburse the Contractor for his, her, or its reasonable expense incurred thereby provided prior written approval of the City Manager of the City or his or her designee is obtained.

7. With respect to drawings and/or plans prepared on behalf of the City by the Contractor under the Contract or Agreement, unless specifically provided otherwise therein, complete sets of such drawings and/or plans shall be reproduced by the Contractor without cost to the City for all bidders requesting the same, and five (5) complete sets of such drawings and/or plans shall be reproduced and delivered to the City without cost.
8. With respect to any indemnification by the City provided under the Contract or Agreement, any such indemnification shall be subject to and within the limits set forth in Section 768.28, Florida Statutes, and shall otherwise be limited as provided by law.
9. In that the City is a governmental agency exempt from sales tax, the City shall pay no such taxes, any other provisions of the Contract or Agreement to the contrary notwithstanding. The City shall provide proof of its exempt status upon reasonable request.
10. Any pre-printed provisions of the Contract or Agreement to the contrary notwithstanding, the same shall not automatically be renewed but shall be renewed only upon subsequent agreement of the parties.
11. The Contractor acknowledges that in the budget for each fiscal year of the City during which the term of the Contract or Agreement is in effect, a limited amount of funds are appropriated which are available to make payments arising under the Contract or Agreement. Any other provisions of the Contract or Agreement to the contrary notwithstanding, and pursuant to applicable Florida Statutes, the maximum payment that the City is obligated to make under the Contract or Agreement from the budget of any fiscal year shall not exceed the appropriation for said fiscal year.
12. The Contractor shall comply with applicable provisions of Section 119.0701, Florida Statutes and any contract between the parties shall fully comply with such section.

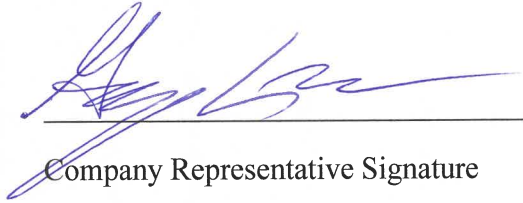
CONTRACTOR/FIRM/INDIVIDUAL



By: George M. Kramer, Area Manager-Planning and Design
(Printed Name and Title)

ACKNOWLEDGEMENT OF ADDENDUM

I acknowledge the receipt of 3 Addendums to the original RFP.



December 17, 2020

Company Representative Signature