CITY OF GREEN COVE SPRINGS PLANNING & ZONING BOARD MEETING

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA TUESDAY, JUNE 28, 2022 – 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

<u>1.</u> Approval of April 26, 2022 Minutes

PUBLIC HEARINGS

2. Review of a Special Exception Request for the construction of a Detached Metal Garage exceeding 12' in height in the R-1 Residential Low Density Zoning District, located at 439 Sunset Ave.

BOARD BUSINESS

BOARD DISCUSSION / COMMENTS

STAFF COMMENTS

US 17 Corridor Study

Prelude and Dollar Tree Site Plan Updates

ADJOURNMENT

NEXT MEETING: TUESDAY, JULY 26, 2022 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, APRIL 26, 2022 – 5:00 PM



MINUTES

ROLL CALL

PRESENT Chairman Henrietta Francis Vice Chair Gary Luke Board Member Brian Cook Board Member Justin Hall Board Member Richard Hobbs

APPROVAL OF MINUTES

1. Review and approval of minutes for the March 22, 2022, meeting.

Motion to approve the minutes of the March 22, 2022, meeting.

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

Voting Yea: Chairman Francis, Vice Chair Luke, Board Member Cook, Board Member Hall, Board Member Hobbs.

Motion passes 5-0.

PUBLIC HEARINGS

2. Annexation Application for the Preserve Development of Green Cove Springs, approximately 13.92 acres for parcel #016499-007-00 located on South US Highway 17 and CR 209

Mr. Daniels introduced and presented for Items #2, #3, #4

Annexation requirements: Contiguous to the Municipality, Contiguous and Compact, does not create an enclave, and Notification.

Board members discussed: Traffic Study would include this area and would be presented to P&Z Board for review, consideration for tree conservation, and an arborist could make changes, and the need for parks in Green Cove Springs. The average rates for these units were provided as well.

Ms. Avery-Smith presented to the Board for Items #2, #3, #4. She inquired if the Board had questions after. Eric with Piedmont gave insight on the amenities for the complex. John

Cattano with Portage Peal Estate shared the diversity in the housing units such as being Smart Homes.

Chairman Francis opened the public hearing.

William Powell (citizen) works south of complex and voiced his concern for residents due to the noise level of his business.

Chairman Francis called for questions from the audience. There being no questions, she closed the public hearing.

Board Member Cook inquired about Park Impact Fees and address his question to the City Manager. Mr. Kennedy approached the podium and stated that due to various reasons fees had not been addressed but staff would discuss further.

Vice Chair Gary Luke inquired about plumbing. Mr. Daniels explained lines already exist along Hwy 17 and would extend to the complex.

Motion to recommend to City Council approval of the proposed property into the City of Green Cove Springs.

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

Voting Yea: Chairman Francis, Vice Chair Luke, Board Member Cook, Board Member Hall, Board Member Hobbs

Motion passes 5-0.

3. Future Land Use Amendment of parcel # 016499-007-00 from Industrial (County) to Mixed Use for 13.92 acres for property located at US 17 and CR 209

Presentations completed by City Staff and Developer under Item #2.

Motion to recommend to City Council approval of the Future Land Use Amendment from Industrial (County) to Mixed Use.

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

Voting Yea: Chairman Francis, Vice Chair Luke, Board Member Cook, Board Member Hall, Board Member Hobbs

Motion passes 5-0.

4. Rezoning Amendment of parcel # 016499-007-00 from Light Industrial (County) to Planned Unit Development for 13.92 acres for property located at US 17 and CR 209 **Motion** to recommend to City Council approval of the Zoning from Light Industrial (County) to Planned Unit Development as suggested by staff and with changed Density Table.

Presentations completed by City Staff and Developer under Item #2.

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

Voting Yea: Chairman Francis, Vice Chair Luke, Board Member Cook, Board Member Hall, Board Member Hobbs

Motion passes 5-0.

5. Rezoning of parcel 017172-000-00 consisting of 2.11 acres located on Roberts Street, north of Green Cove Avenue from R-2 to Planned Unit Development.

Mr. Daniels introduced and presented Items #5. Staff recommended denial.

Ms. Janis Fleet presented to the Board Item #5. Joe Wiggins, Wiggins Development commented as well. Ms. Fleet inquired if the Board had questions after.

Board members discussed Spot Zoning, Garages vs. parking spaces, surrounding owner notifications, buffers along Melrose, and townhomes vs. apartments.

Chairman Francis opened the public hearing.

Dozell Vonner (Property Manager) and Latoya Glynn 1311 Roberts Street (renter) voiced concerns about additional traffic and noise, and two additional retention ponds added to area.

Wanda Sheron (Owner) 1226 Green Cove Avenue rents to a military family who choose her home because of the quite location. Renters would not renew their lease if units were built next to them.

Sheila Eubanks (Owner) 1111 Roberts Street shared concerns for the view she would have with units built so close to her home.

Chairman Francis closed the public hearing.

Motion to recommend to City Council approval of ordinance O-15-2022, with a buffer along Melrose Avenue, limit buildings to two story only, and create a facade consistent with the current neighborhood.

Motion made by Vice Chair Luke, Seconded by Board Member Hobbs.

Voting Yea: Vice Chair Luke, Board Member Hobbs

Voting Nay: Chairman Francis, Board Member Cook, Board Member Hall

Motion failed 3-2.

6. Rezoning of parcel 017172-000-01 consisting of 0.63 acres located on Roberts Street, north of Green Cove Avenue from R-2 to Planned Unit Development.

Mr. Daniels introduced and presented Items #6. Staff recommended denial.

Ms. Janis Fleet presented to the Board Item #6. Joe Wiggins, Wiggins Development commented as well. Ms. Fleet inquired if the Board had questions after.

See Board Members discussion under Item #5.

Chairman Francis opened the public hearing.

Ms. Eubanks spoke again about too much for such a small area.

Ms. Glynn questioned the effect on property values.

Mr. Wiggins stated values would increase because of new homes improving the appearance of the neighborhood.

Mr. Powell suggested putting the conceptual plan in with notices sent to property owners.

Chairman Francis closed the public hearing.

Motion to recommend to City Council denial of ordinance O-14-2022 as presented by staff.

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

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

Voting Nay: Vice Chair Luke, Board Member Hobbs

Motion passed 3-2.

ADJOURNMENT: 8:09 pm

CITY OF GREEN COVE SPRINGS, FLORIDA

Henrietta Francis, Chairman

Attest:

Kimberly Thomas Executive Assistant to the City Manager



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: Planning and Zoning Commission

FROM: Michael Daniels, Planning and Zoning Director

SUBJECT: Special Exception Request for The Detached Metal Garage project, located at 439 Sunset Ave.

PROPERTY DESCRIPTION

APPLICANT: Steven Hall

OWNER: Steven Hall and Teresita R. Hall

MEETING DATE: June 28, 2022

PROPERTY LOCATION: 439 Sunset Ave

PARCEL NUMBER: 38-06-26-016926-004-00

FILE NUMBER: SE-22-001

CURRENT ZONING: R-1 Single Family Residential

FUTURE LAND USE DESIGNATION: Neighborhood

SURROUNDING LAND USE

NORTH: FLU: Neighborhood Z: R-1 Single Family Residential Use: Single Family

EAST: FLU: CHI Z: CBD Use: Vacant (Commercial) SOUTH: FLU: Neighborhood Z: R-1 Single Family Residential Use: Single Family / Undeveloped

WEST: FLU: Public Z: Institutional Use: Cemetery

BACKGROUND

The property is .56 acres and has an existing single-family home that was constructed in 2021. The residential home is 2,650 square feet. The house has access off of Sunset Avenue. The property is adjacent to the undeveloped 40' right of way to the south (listed on the site plan as El Dorado Drive).

The property owner is proposing to construct a detached garage that will be used for the storage and maintenance of personal vehicles. They are proposing to construct the garage 16' in height to accommodate a residential car lift. The primary residence has a building height of 19'.

Pursuant to Section 117-62 (4) of the City's Land Development Regulations, a special exception is required for:

Accessory buildings with heights in excess of 12 feet. The height of the accessory structure shall not exceed the height of the principal structure and must have architectural finishes compatible with the principal structure.

Special Exceptions require approval by the Planning and Zoning Commission subject to the criteria set forth in Section 101-352:

Special Exception Review Criteria

When deciding requests for special exceptions, the planning and zoning board shall make written findings that the special exception satisfied the following criteria:

(1) Compliance with all elements of the comprehensive plan

The proposed use is an accessory residential use which is consistent with the Future Land Use Policy 1.1.1a. regarding the Neighborhood Future Land Use (FLU) Designation. The Neighborhood FLU is intended for low to medium density residential uses.

(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.

- 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.
 The proposed metal building will include a color scheme to match the color scheme of the home.
- (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 surrounding existing uses 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.

Access, onsite parking and have been addressed as part of the approved building plan that was approved in 2021. Access to the house is provided off of Sunset Avenue. Access to the detached garage shall be provided via a 12' concrete driveway connecting the existing driveway to the proposed garage as shown on the enclosed sketch plan.

(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. Access to the house is provided off of Sunset Avenue. Access to the detached garage shall be provided via a 12' concrete driveway connecting the existing driveway to the proposed

garage as shown on the enclosed sketch plan.

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

The garage shall be located behind the house and 150' from Sunset Avenue. 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.

Signs are not proposed for this use.

(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 439 Sunset Avenue, to allow a detached metal garage 16' in height on the property with the condition that the accessory building be required to closely match or be compatible with the color scheme of the primary residence.



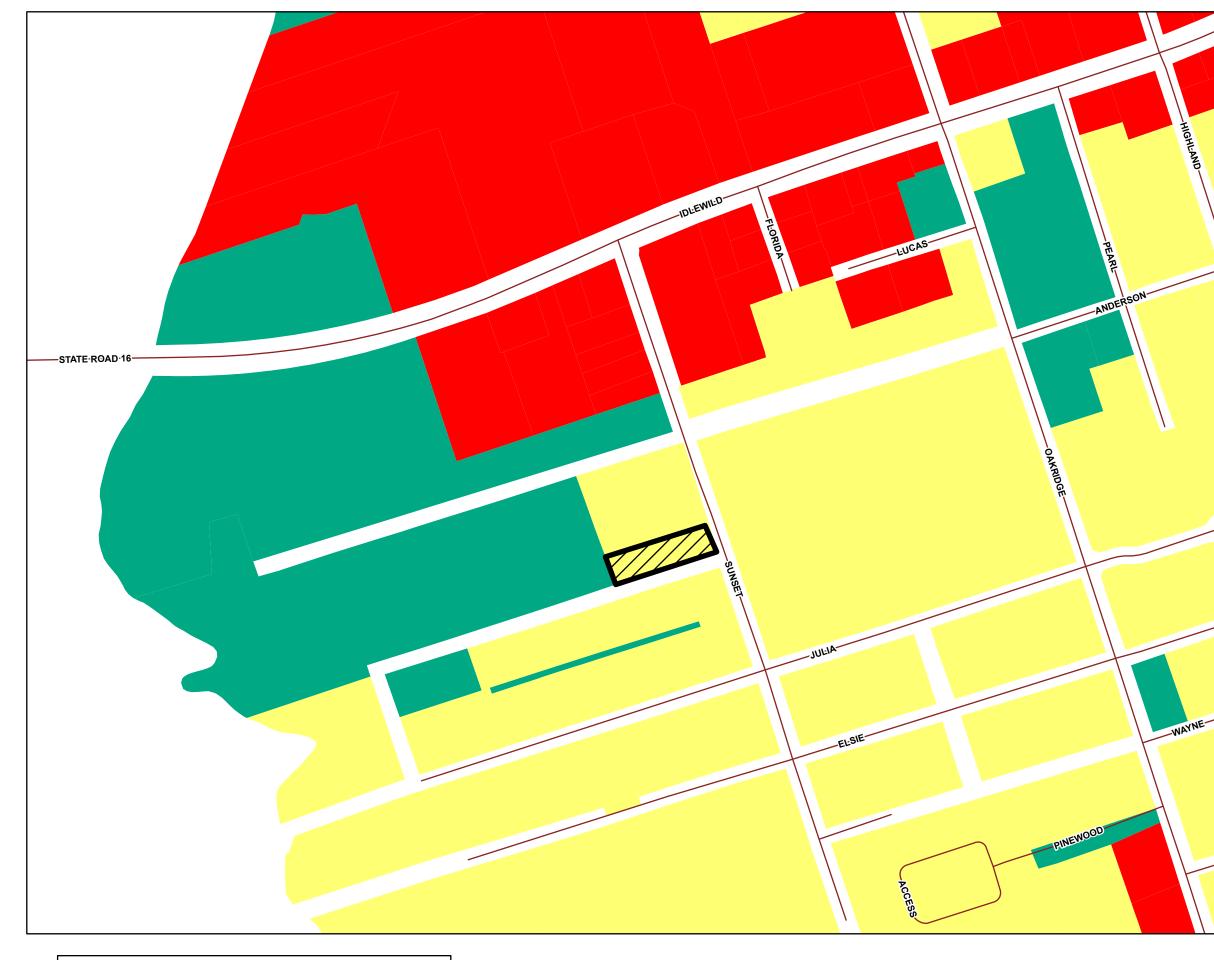
0	2,000	4,000	8,000	12,000
				Feet











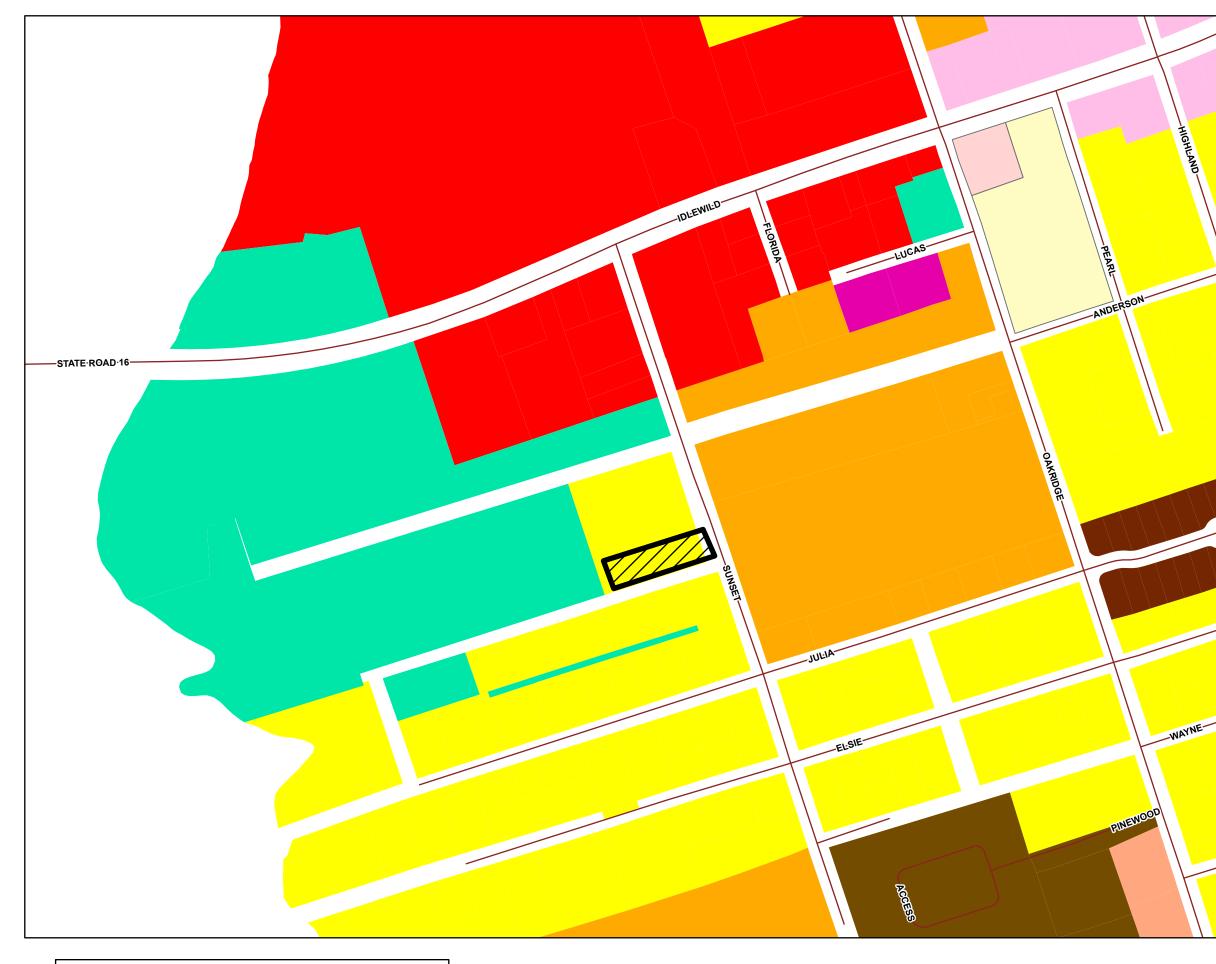
0	2,000	4,000	8,000	12,000
				Feet



2045 Future Land Use

FLU	
	Downtown
	Industrial
	Mixed Use
	Mixed Use Reynolds Parl
	Neighborhood
	Public





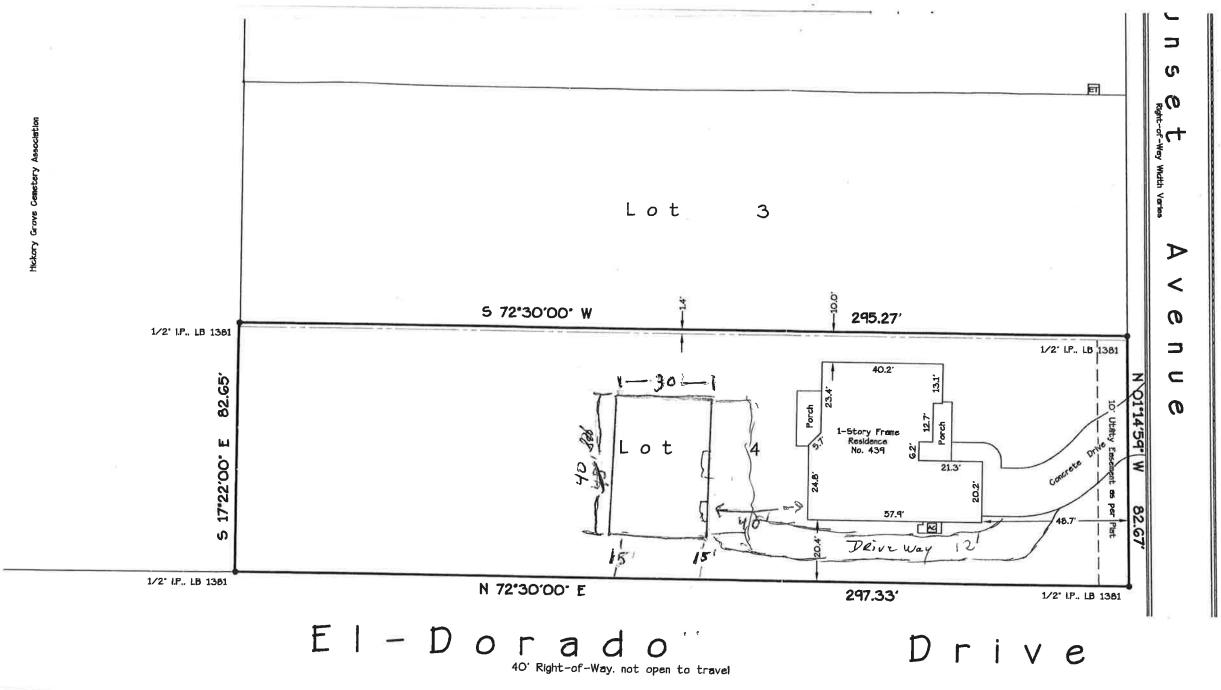
0	2,000	4,000	8,000	12,0 <u>0</u> 0
				Feet



Zoning Map







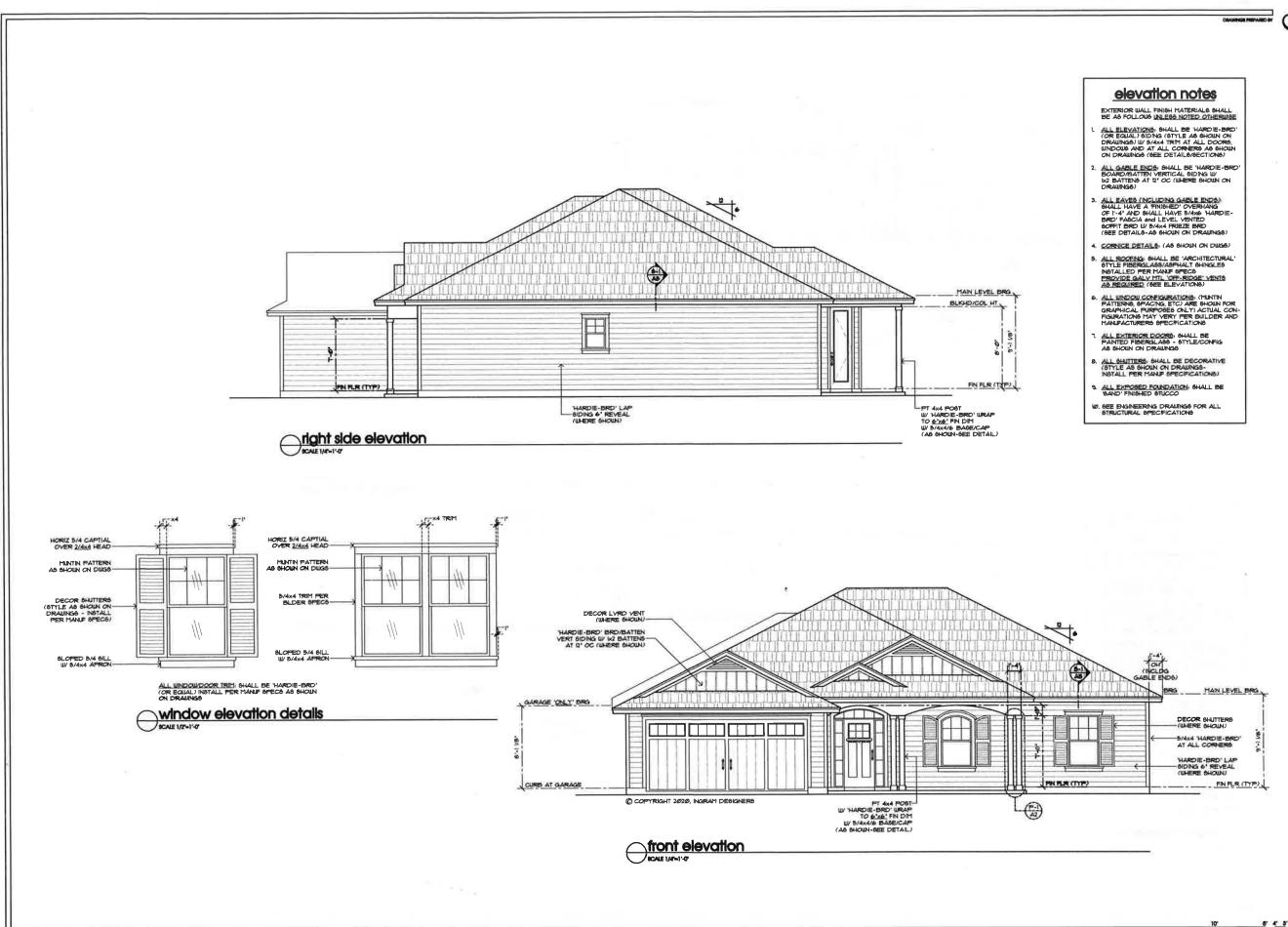
GENERAL NOTES

shown hereon are based on the ing of 5 18°47′34° E for the west t Avenue. ey was based on documents provided



ltem # 2.





Ingram





Z

2020-10 INGRAM 3 11-13-2020



City of Green Cove Springs Special Exception Application

FOR OFFICE USE ONLY		Item #	2.
P Z File #		L	
Application Fee:			
Filing Date:	Acceptance Date:		
Review Type: SDRT []	P&Z 🖸		

	PROJECT	
1.	Project Name: Detached metal garage	
2.	Address of Subject Property: 439 sunset AVE green cove springs FL 32043	
3.	Parcel ID Number(s) 38-06-26-016926-004-00	
4.	Existing Use of Property: Residence	
5.	Future Land Use Map Designation :	
6.	Zoning Designation:	
7.	Acreage:56	
В.	APPLICANT	
1.	Applicant's Status 🔲 Owner (title holder) 🖾 Agent	
2.	Name of Applicant(s) or Contact Person(s): Steven Hall	
	Company (if applicable):	
	Mailing address: 439 Sunset AVE	
	City: Green Cove Springs State: Florida ZIP: 32043	
	Telephone: () 676-3371 FAX: () e-mail: hall.tesssteve6267@comcast.ne	t
3.	If the applicant is agent for the property owner*:	
J.		
J.	Name of Owner (title holder):	_
J		_
5	Name of Owner (title holder):	_
5.	Name of Owner (title holder):	
	Name of Owner (title holder): Company (if applicable): Mailing address:	
5.	Name of Owner (title holder):	
	Name of Owner (title holder):	
	Name of Owner (title holder):	
	Name of Owner (title holder):	
с.	Name of Owner (title holder): Company (if applicable): Mailing address: City: State: ZIP: Telephone: () FAX: () e-mail: * Must provide executed Property Owner Affidavit authorizing the agent to act on behalf of the property owner. ADDITIONAL INFORMATION 1. Is there any additional contact for sale of, or options to purchase, the subject property? Yes No	

Page 1 of 4

Revised 2/5/2013

D. STATEMENT OF SPECIAL EXCEPTION SOUGHT

- 1. Requested Special Exception: Peak height of detached metal garage at 16 Feet
- 2. Section of Land Development Regulations under which the Special Exception is sought City code 117-62
- 3. Reason Special Exception is requested: Automotive lift to work on personal vehicles due to disability from the navy
- 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 area the garage will be placed is elevation is 3ft lower than the main house it will not be taller than the house.

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?

NO

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?

YES

This will not hinder development. The colors will be close to the house.

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

Will not impact other properties in area

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?

NO

Will not impede orderly development

f. Are adequate water and sewage disposal facilities provided? They will not be any water or bathroom installed in the detached garage

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

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

Revised 2/5/2013

- 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?
- i. Is adequate screening and buffering signs of the special exception provided, if 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
- k. Will the special exception conform to all applicable regulations of the zoning district in which it is proposed?
- 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.

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

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

Typed or printed name of co-applicant

Typed or printed name and title of applicant

Steven Hall 16 May 22

Date

State of Florid α

Date County of Claux

The foregoing application is acknowledged before me this 1/2 day of Mary, 2022 by Steven

11 112

_, who is/are personally known to me, or who has/have produced \underline{FL} $\underline{DR}\underline{UC}$

as identification.

NOTARY SEAL

ANW HULL	KIMBERLEY S. FARNSWORTH
	Notary Public-State of Florida Commission # GG 961616
A BAR	My Commission Expires
China and	March 03, 2024

Signature of Notary Public, State of

an

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

Item # 2.

PREPARED BY/RETURN TO: Arnold Law PO Box 1570 Green Cove Springs, FL 32043 Consideration: \$330,000.00 Rec.: \$18.50 Tax ID No: 380626-016926-004-00 Our File: 2021-679

For official use by Clerk's office only

)

)

State of Florida County of Clay

CORPORATE WARRANTY DEED

(Corporate Seller)

This Indenture, made, 10th day of November, 2021 A.D., Between D. Anderson Development, Inc., a Florida corporation whose post office address is: 390 Maranda Dr., Green Cove Springs, FL 32043, Grantor and Steven Hall and Teresita R. Hall, husband and wife, whose post office address is: 439 Sunset Ave., Green Cove Springs, FL 32043, Grantee,

Witnesseth, that the said Grantor, for and in consideration of the sum of Ten and No/100 Dollars (\$10.00), to it in hand paid by the said Grantee, the receipt whereof is hereby acknowledged, has granted, bargained and sold to the said Grantee forever, the following described land, situate, lying and being in the County of Clay, Florida, to wit:

Lot 4 and the South 1.4 feet of Lot 3, SUNSET TRACE, CITY OF GREEN COVE SPRINGS, Clay County, Florida, according to the Plat thereof as recorded in Plat Book 63, Page(s) 26 and 27, of the Public Records of CLAY County, Florida.

Also as Described on Exhibit "A" attached:

Subject to taxes for the current year, covenants, restrictions and easements of record, if any.

Parcel Identification Number: 380626-016926-004-00

And the said Grantor 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 said Grantor has caused this instrument to be executed in its name by its duly authorized officer and caused its corporate seal to be affixed the day and year first above written.

(Signed and Sealed in Our Presence) Witness Print Name: Witness Print Name

D. Anderson Development, Inc., a Florida corporation

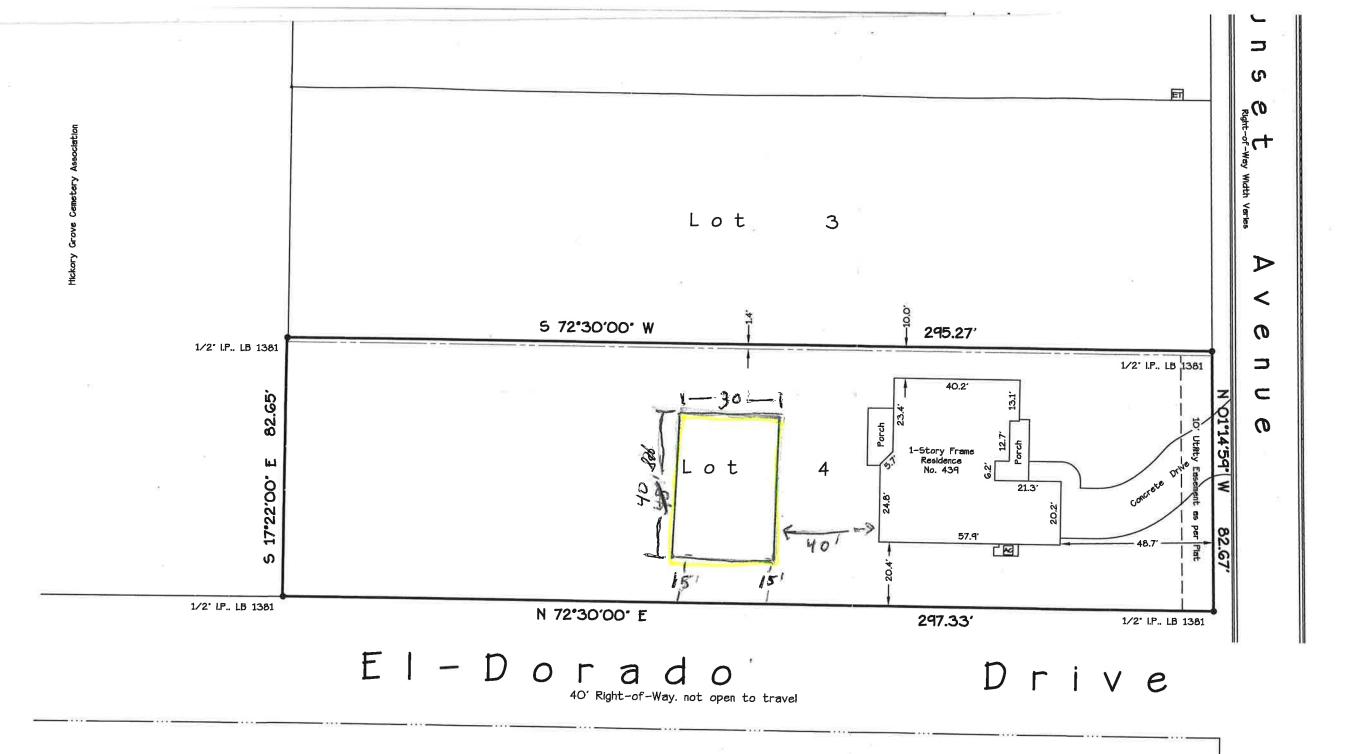
Bv:

State of Florida County of Clay

ANIMANIA IN CONTRACTOR OF CONT **WINNIN** Notary Public Print Name: My Commission Pre-fance

[Seal]

John Anderson, Vice President



GENERAL NOTES

shown hereon are based on the ing of 5 18°47'34° E for the west t Avenue. ey was based on documents provided



ltem # 2.

Page 22