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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 Planning and Zoning Board member and others, including staff, where there is a substantive discussion regarding a quasi-judicial decision by the Planning and Zoning Board. The exchanges must be disclosed by the Planning and Zoning Board.

CITY OF GREEN COVE SPRINGS PLANNING & ZONING BOARD MEETING

**321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA
TUESDAY, DECEMBER 03, 2024 – 5:00 PM**



MINUTES

The meeting was called to order by Vice Chairman Hobbs at 5:00pm.

ROLL CALL

Board Members Present: Board Member Henrietta Francis, Board Member Justin Hall, Board Member Phil Vetter, Vice Chairman Joshua Hobbs

Board Members Absent: Chairman Josh Danley

Staff Members Present: City Attorney, Jim Arnold, Steve Kennedy, City Manager, Mike Null, Assistant City Manager, Michael Daniels, Development Services Director, Gabriel Barro, Staff Planner, Lyndie Knowles, Development Services Representative

APPROVAL OF MINUTES

1. Approval of the Minutes of the October 22, 2024 Meeting

Motion was made to approve the minutes of the October 22, 2024 meeting.

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

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

Motion passed

ACTION ITEMS

2. Site Development Plan for Springs Chapel, located at 1106 N Orange Ave

Gabriel Barro, Staff Planner, presented the updated site development plan for the Springs Academy/Springs Chapel parking lot.

Vice Chairman Hobbs opened the meeting for public comments.

Having no public comments, Vice Chairman Hobbs moved to Board discussion.

Motion was made to recommend to City Council the approval of the Springs Academy Site Plan pending staff comments.

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

Motion passed

PUBLIC HEARINGS

3. Special Exception Application to allow for 6.5 acres of the subject property to be used as Front Runner/Vilano Boat Manufacturing

Michael Daniels, Development Services Director, presented the request for special exception to allow Front Runner Boats/Vilano Boatworks to operate an M-2 use on 6.5 acres of the parcel located at 965 Leonard C Taylor. Staff recommends approved with the following conditions: 1. The Special Exception is limited to Front Runner/Vilano Boat Manufacturing. A change of tenant shall require a revision to the Special Exception. 2. Required to upgrade existing metal fabricated building to architectural façade set forth in the association guidelines or screened by January 1, 2027, as set forth in the architectural guidelines in the Huntley PUD Ordinance O-10-2024.

Vice Chairman Hobbs opened the public hearing.

Hearing no comments, Vice Chairman Hobbs closed the public hearing.

Motion was made to approve the Special Exception to permit the Front Runner Boats/Vilano Boatworks manufacturing use located at 965 Leonard C Taylor Parkway with the two conditions presented.

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

Motion passed

4. PUD Rezoning request for approximately 4.16 acres located at 200 N Vermont Avenue.

Zoning Amendment: from: R-2, Single Family Residential
to: PUD, Planned Unit Development

Michael Daniels, Development Services Director, presented Ordinance O-36-2024, rezoning the subject property from R-2, Medium Density Residential to PUD, Planned Unit Development. Concept plan reviewed shows 32 single family residential lots. A revised concept plan with 31 lots was submitted by the applicant just prior to the start of the meeting. This was printed and provided to the board but staff has not had ample time to review that submittal. Staff is recommended denial of Ordinance O-36-2024 for the rezoning of parcel # 018415-000-000 based on the factual support provided in the staff report that the project is not in compliance with the City's Comprehensive Plan and PUD Zoning District

Vice Chairman Hobbs opened the public hearing.

Charles Sohm of Toco Engineering and Vince Pessolano of Theograce Holdings LLC were present. Mr. Sohm addressed the stormwater concerns. The revised plan does show a drainage easement.

Mr. Pessolano gave a brief history of the project and that a priority was to bring Palmer Street access through from West Street to Vermont Avenue to assist Clay Habitat with access.

Board member Francis asked about their intention to protect trees. Mr. Pessolano stated that their intention is to save as many trees as possible and also plant new trees when the trees cannot be saved.

Board member Hall noted concern of the drainage easement and how it would affect the lot size. The easement would be maintained and no structure could be placed on them including fencing that would impede flow. Board member Hall asked about the possibility of reducing the lot count and making the lots larger. Mr. Pessolano said that not with keeping the Palmer Street opening.

Board member Vetter said that he spent some time in the area and he is struggling with the compatibility as the surrounding lots all seem larger. He also asked about the sidewalks and Mr. Pessolano said sidewalks will run along the interior streets and along Vermont Avenue.

Vice Chairman Hobbs reiterated the board's concern with the 40' lot width.

Board member Hall asked to hear the public opinion.

Board member Francis asked why the board is moving forward if the submission being presented is not the final submission. City Attorney Arnold confirmed that the board is not required to move forward and if the board sees fit, they can table it until the next meeting.

Several members of the public were in attendance to voice opposition to the project. Property owner Glinda Prescott stated that she has concerns regarding drainage.

Helena Cormier is the realtor that represents the property owner of the subject property. She gave a history of the property and how Theograce became involved. She asked the board to keep in mind that Theograce has been working diligently trying to work with Habitat to keep everyone happy and do the best for the community.

Resident Alexis Boulter voiced concern for the environmental impacts and traffic impacts of this development.

Resident Hope Chessel echoed those concerns.

Resident Jake Askey felt there was not enough notice and also echoed the concerns of the previous residents.

Resident Jana Johnson also spoke to oppose the project. She submitted a petition signed by over 100 people stating their opposition. She stated there is already a stormwater issue and

doesn't feel the swales proposed are sufficient. She feels the current infrastructure will not support this density.

Kelly Hartwig, a land planner, spoke and urged the board to give clear direction so the developer can move forward.

Lyndie Knowles, Development Services Representative, read emails from several residents into the record. These emails expressed opposition to the project.

Charles Sohm returned to address the stormwater issue. His and the client's goal is to make it better than it is. The Stormwater plan is required to be submitted to the St. Johns River Water Management District and the City for review and approval. He also expressed a desire to help the residents with their current drainage issues as a concerned neighbor.

Vince Pessolano conveyed his desire to work with the residents and City to come up with a solution that will work for everyone as he does hear their concerns.

Michael Daniels gave clarification on items mentioned regarding stormwater, density and greenspace.

Further discussion was had by the Board and they provide a few items they feel would help move closer to an approved project. Vice Chairman Hobbs also clarified that the Planning and Zoning Board does not make decisions on taxes or policing.

Motion was made to recommend denial of Ordinance O-36-2024, for the rezoning of 200 N Vermont Avenue, parcel #018415-000-00 to Planned Unit Development based on the factual support provided in the staff report that the project is not in compliance with the Comprehensive Plan and PUD Zoning District.

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

Motion passed.

BOARD BUSINESS

Assistant City Manager Mike Null gave an update on the current stormwater/drainage projects.

Development Services Director Michael Daniels gave a brief update on the Rivers House Project and said that the current improvement should be complete by December 7th for Christmas on Walnut and the parade.

ADJOURNMENT

Vice Chairman Hobbs adjourned the meeting at 6:29pm.

NEXT MEETING: Tuesday, January 28, 2025 at 5:00PM

CITY OF GREEN COVE SPRINGS, FLORIDA

Joshua Hobbs, Vice Chairman

Attest:

Lyndie Knowles, Development Services Rep.



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: Planning and Zoning Commission **MEETING DATE:** January 28, 2025

FROM: Michael Daniels, AICP, Development Services Director

SUBJECT: Ordinance O-36-2024 PUD Rezoning request for approximately 4.16 acres located at 200 N Vermont Avenue.

Zoning Amendment: from: R-2, Residential Medium Density
to: PUD, Planned Unit Development

PROPERTY DESCRIPTION

APPLICANT: Vince Pessolano, Theograce Holdings LLC **OWNER:** David L Herbert and Cynthia Ann Herbert Revocable Living Trust

PROPERTY LOCATION: 200 N Vermont Ave

PARCEL NUMBER: 018415-000-00

FILE NUMBER: PUD-24-003

CURRENT ZONING: R-2, Single Family Residential

FUTURE LAND USE DESIGNATION: Neighborhood

SURROUNDING LAND USE

NORTH:	FLU: Neighborhood Z: R-2 Use: Single Family Residential	SOUTH:	FLU: Neighborhood Z: R-2 Use: Single Family Residential
EAST:	FLU: Neighborhood Z: R-2 Use: Single Family Residential/Undeveloped	WEST:	FLU: Neighborhood Z: R-2 Use: Single Family Residential

BACKGROUND

The applicant has submitted a revised Planned Unit Development plan and rezoning request for 27 single family houses. The site consists of 4.16 acres and is currently zoned for R-2 Single Family Residential.

The property is located at the northeast corner of Vermont Street and Walnut Street. The site currently has a vacant single-family residence and accessory frame barn. The property is heavily wooded with a combination of predominantly oak, pines and cedar trees. A boundary and tree survey are enclosed.

The applicant had initially submitted plans for a 33-lot residential subdivision which was taken to the Planning and Zoning Commission on December 3, 2024 and was denied on a unanimous vote. The applicant has since withdrawn the application and resubmitted a revised 27-unit residential development.

The applicant has submitted a concept plan and written description of the proposed development. The current Concept Plan shows the development of 27 single family homes. The units will be 1 and 2-story. The project includes the extension of Palmer Street from Vermont Avenue to the proposed connection to the eastern property boundary. The intent is to connect Palmer Street to the proposed subdivision to the east (the Palmer Street Replat), which is an 8-lot subdivision, which, will construct Palmer Street to connect to West Street as part of their development project.

As part of the PUD requirements, the applicant has submitted a written description identifying the proposed zoning and development standards for the development including:

Minimum building setback and yard requirements. The building setbacks for all uses and structures are as follows:

- Front: Twenty (20) feet.
- Side – Five (5) feet.
- Rear – Ten (10) feet.

Note: Encroachments by sidewalks, parking, signage, utility structures, fences, street/park furniture, HVAC units, and other similar improvements shall be permitted within the minimum building setbacks.

Minimum Lot Width Requirements. Forty (40) feet wide. However, cul-de-sacs, curve and corner lots will require a minimum of twenty-five (25) feet setback. So long as a cul-de- sac, curve or corner lot is forty (40) feet in width at some point (not necessarily at the BRL), the structure can be built anywhere on the lot so long as required setbacks and required building restriction lines are met.

Minimum Lot Area Requirements. 4,000 square feet

Maximum Height of Structures. Thirty-five (35) feet. As provided in the Green Cove Springs Zoning Code, spires, cupolas, antennas, chimneys, and other appurtenances not intended for human occupancy may be placed above the maximum heights provided for herein.

Maximum parcel coverage by all buildings. Sixty (60) percent.

Parking and Loading Requirements. The proposed PUD will have two car garages and driveways that will accommodate an additional two vehicles. Parking within the PUD will be provided in accordance with the City's off-street parking and loading requirements as set forth in the Green Cove Springs Zoning Code. Homeowners Association will also be required to mandate that cars are only parked in designated parking locations.

Stormwater Retention. Stormwater retention/detention system shall be designed and constructed in accordance with the requirements of the city of Green Cove Springs and the St. Johns River Water Management District and may include underground detention vaults.

Common Area Landscape Maintenance. The Applicant shall ensure the proper maintenance of all common areas, lawns, and landscaping to be funded by mandatory homeowners' association dues.

Signage. The PUD shall be permitted one double-faced or two single-faced externally illuminated monument sign(s), not to exceed twenty-four (24) square feet in area per sign face and twelve (12) feet

in height, at the entrance. PUD shall also permit an HOA information board that is approximately 20 square feet and 6 feet high.

Park Requirements. Pursuant to the Comprehensive Plan requirements that a minimum 1 acre per 5,000 people is provided which calculates to .36 acres. The applicant is providing .41 acres of aggregate park area.

Tree Preservation. Based on the revised conceptual plan, 212" of hardwood tree credits shall be credited to the development with a replacement of 242" of trees removed, leaving a deficit of 30" of trees. A minimum of 1 shade tree at 3" caliper shall be required to be planted at time of building permit resulting in a mitigation of the tree removal.

Table 1: Development Comparison Between R-2 and Proposed PUD

Zoning Requirement	R-2 Zoning	Proposed PUD
Lot width	50 feet	40 feet
Lot area	5000 sq ft	4,000 sq ft
Building Height	35 feet	35 feet
Front Yard Setbacks	20 feet	20 feet
Side Yard Setbacks	7.5 feet	5 feet
Rear Yard Setbacks	10 feet	10 feet
Impervious Surface	50%	53%

Aerial



CONSISTENCY WITH THE COMPREHENSIVE PLAN

The following Goals, Objectives, and Policies (GOPs) support the proposed zoning amendment to Planned Unit Development in the City's 2045 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 of the public.

Policy 1.3.2. The City shall establish locational criteria in the LDC for future rezoning of sites to higher density and/or intensity districts. The following principles shall be considered:

- a. Compatibility means that different land uses can coexist in relative proximity to each other provided that a use is not impacted directly or indirectly by another use.
- b. Increases in density and intensity must generally occur in a gradual fashion, avoiding abrupt transitions.
- c. High density residential uses should generally be located in areas that have adequate vehicular access and proximity to service uses.
- d. Spot zoning should be avoided. Spot zoning refers to changing the zoning designation of a small parcel of land for a designation totally different from that of the surrounding area for the benefit of the owner of such property and to the detriment of other owners.

- *Staff Comment: The revised development has reduced the number of units from 33 lots to 27 lots which lowers the density from 8 units per acre to 6.5 units per acre. In addition, the lots sizes have been revised to include 14 lots that are a minimum of 5,000 square feet predominantly adjacent to existing residential development. The lots that are 4,000 square feet are predominantly interior lots or such as lots 1-8, have a 10' landscaped buffer adjacent to residential development.*
- **Policy 1.3.4.** The City shall require all new development and redevelopment projects to integrate harmoniously into established neighborhoods through the use of buffering, open space, landscaping, and other site design tools.
- *Staff Comment: The proposed development has been revised to have a minimum of 5,000 square foot lots adjacent to surrounding residential development as well as an additional .5 acres of aggregated park and buffer area in order to be compatible with surrounding properties.*

Objective 1.4. The City shall strive to preserve its natural resources from development activity through protection, enforcement and coordination mechanisms.

Staff Comment: Based on the revised conceptual plan, 212" of hardwood tree credits shall be credited to the development with a replacement of 242" of trees removed, leaving a deficit of 30" of trees. A minimum of 1 shade tree at 3" caliper shall be required to be planted at time of building permit resulting in a mitigation of the tree removal.

TRANSPORTATION ELEMENT

OBJECTIVE 2.2. Safe and Convenient. The City shall strive at making the transportation system safe and convenient for all transportation modes and users.

- *Staff Comment: The proposed extension of Palmer Street, is consistent with the existing gridded street network and the cul-de-sac is compliant with emergency service requirements and public works sanitation services.*

PUBLIC FACILITIES ELEMENT

Objective 4.6.

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

- *Staff Comment: The conceptual plan and corresponding documents have not adequately provided information regarding how stormwater runoff will be provided onsite.*

CONSERVATION ELEMENT

Objective 5.2. Manage Development Impacts

Policy 5.2.1. The City shall ensure the preservation of native and significant vegetative communities through implementation of its Landscape and Tree Protection Ordinance.

Staff Comment: Based on the revised conceptual plan, 212" of hardwood tree credits shall be credited to the development with a replacement of 242" of trees removed, leaving a deficit of 30" of trees. A minimum of 1 shade tree at 3" caliper shall be required to be planted at time of building permit resulting in a mitigation of the tree removal.

RECREATION AND OPEN SPACE

OBJECTIVE 6.3. The City shall ensure new development does not diminish the Recreation Level of Service (LOS).

Policy 6.3.1. New development shall provide parks, recreation facilities, and open space based on the level of service (LOS) standards set forth in Policy 8.3.1 of the Capital Improvements Element.

- The applicant has .5 acres of aggregate park area which exceeds the requirements set forth in the Capital Improvements Element. The timeline of the development of the park facilities shall be identified as part of the subdivision plans.

CONSISTENCY WITH THE PLANNED UNIT DEVELOPMENT ZONING DISTRICT REQUIREMENTS

All proposed development requesting to be reviewed as a planned unit development shall provide the following information on the application for development approval as set forth in the City Land Development Regulations Section 117-421(3):

- (3) The application shall indicate the benefit to the city for allowing the planned unit development. The benefits may include:
 - a. Permit a creative approach to the development of land;
 - b. Accomplish a more desirable environment than would be possible through the strict application of minimum requirements of this subpart;
 - c. Provide for an efficient use of land, resulting in smaller networks of utilities and streets;
 - d. Enhance the appearance of neighborhoods through preservation of natural features, the provision of underground utilities and the provisions of recreation areas and open space;
 - e. Provide an opportunity for new approaches to ownership;
 - f. Provide an environment of stable character compatible with surrounding residential areas; and
 - g. Retain property values over the years.

- *Staff Comment: The proposed development is consistent with this requirement*

PUBLIC FACILITIES IMPACT

Traffic Impacts

Land Use ¹ (ITE)	Square Footage/Dwelling Units	Daily		AM Peak		PM Peak	
		Rate	Trips	Rate	Trips	Rate	Trips
Single Family Residential	27	n/a	257	n/a	20	n/a	27

1. Source: Institute of Transportation Engineers: Trip Generation Manual 11th Edition

Conclusion: Project uses will be required to pay the applicable mobility fees prior to final construction approval to mitigate for transportation impacts at time of building permit.

Potable Water Impacts

System Category	Gallons Per Day (GPD)
Current Permitted Capacity ¹	4,200,000
Less actual Potable Water Flows ¹	1,013,000
Residual Capacity ¹	3,187,000
Projected Potable Water Demand from Proposed Project ²	10,733
Residual Capacity after Proposed Project	3,176,267

1. Source: City of Green Cove Springs Public Works Department

2. Source: City of Green Cove Springs Comprehensive Plan. Formula Used: 27 dwelling units x 2.65 persons * 150 gal per person

Conclusion: As shown in the table above, there is adequate capacity this use type. The City has existing water lines installed at this location.

Sanitary Sewer Impacts – South Plant WWTP

Commercial

System Category	Gallons Per Day (GPD)
Current Permitted Capacity ¹	350,000
Current Loading ¹	254,000
Committed Loading ¹	65,000
Residual Capacity after Proposed Project	31,000
Projected Sewer Demand from Proposed Project ²	14,082
Residual Capacity after Proposed Project	16,918

1. Source: City of Green Cove Springs Public Works Department

2. Source: City of Green Cove Springs Comprehensive Plan. Formula Used: 27 dwelling units x 2.65 persons * 120 gal per person

Conclusion: As shown in the table above, there is adequate capacity.

Solid Waste Impacts

Residential

System Category	LBs Per Day / Tons per Year
Solid Waste Generated by Proposed Project ¹	574/104
Solid Waste Facility Capacity ²	Minimum 3 Years Capacity

1. Source: Source: City of Green Cove Springs Comprehensive Plan. Formula Used: (27 dwelling units x 2.65 persons per dwelling unit x 8 lbs. per day) x 365

Conclusion: The City of Green Cove Springs' solid waste is disposed of at the Rosemary Hill Solid Waste Management Facility operated by Clay County. Per the Clay County Comprehensive Plan, a minimum of three (3) years capacity shall be maintained at the County's solid waste management facility. the City shall provide curbside service.

Public School Facilities Impact

Land Use	Units	Elem.		Middle		High	
		Rate ¹	Total	Rate ¹	Total	Rate ¹	Total
Proposed							
Single Family Units	27	0.0314	0.85	0.0095	0.26	0.0197	0.53
Net Generation	-	-	0.85	-	1	-	1

1. Source: School District of Clay County, Educational Facilities Plan, FY 2018/19-2022/23, based on multifamily

Conclusion: The School District of Clay County will make a school capacity determination at the time of Final Site Development Plan. It is not anticipated that the estimated number of students generated by the proposed PUD rezoning will exceed the adopted LOS standards see attached.

STAFF ANALYSIS

Compatibility

The Subject Property is located adjacent on all sides to existing or proposed single family residential properties that have R-2 Zoning. The proposed plan would include smaller parcels than what is permitted throughout the core city which is 5,000 square foot lots with 50' of low width or larger. 14 lots adjacent to existing development would a minimum of 5,000 square feet and 13 interior lot would be a minimum of 4,000 square foot. As a result, this would be compatible with the surrounding uses. There is a lack of clarity as to how the project is addressing stormwater runoff. Stormwater runoff is a major issue in the development process, and it is the responsibility of the property owner to maintain all stormwater runoff created from their development.

Intent of Existing Zoning District

R-2 Medium Density Residential

The residential medium density land use, R-2 zoning category is intended to provide for development of predominately single-family detached housing areas. Under certain conditions, attached single-family housing may be developed in this district. The residential medium density land use, R-2 zoning category is consistent with the medium density of four to eight dwelling units per acre as designated in the comprehensive plan.

Intent of Proposed Zoning District Planned Unit Development

It is the purpose of this part to encourage new development and redevelopment, flexibility in design with the overall development consistent with this subpart and the city comprehensive plan. A planned unit development is permitted on a parcel of land under common control or ownership, where it would be beneficial for the city and improve the quality of the development, to permit flexibility in the location of land uses that are shown on the future land use map. The density or intensity of the development shall not exceed development approved in the future land use map.

Existing Zoning



Proposed Zoning



Attachments Include:

1. PUD Conceptual Plan
2. PUD Written Description
3. Proposed Palmer Street Extension to West Street
4. Property Owner Affidavit
5. Deficiency Notice
6. Ordinance 0-36-2024
7. Application

STAFF RECOMMENDATION

Staff recommends approval of the rezoning request to Planned Unit Development subject to addressing the following staff comments:

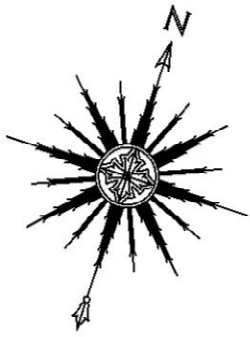
1. Outstanding staff comments including comments regarding stormwater runoff shall be provided and reviewed by City staff prior to the rezoning request being taken to the City Council.

RECOMMENDED MOTIONS:**Rezoning**

Motion to recommend to City Council the approval of Ordinance O-36-2024, for the rezoning of 200 N Vermont Avenue, parcel #018415-000-00 to Planned Unit Development based on the factual support provided in the staff report with the following condition:

1. Outstanding staff comments including comments regarding stormwater runoff shall be provided and reviewed by City staff prior to the rezoning request being taken to the City Council.

At documents and materials supplementing the signed and sealed documents are resources provided for identification purposes only and do not supersede the signed and sealed documents. Engineer is not responsible for any deviations from the signed and sealed documents.



0 25 50
SCALE: 1" = 25'
SCALE: 1" = 50'
FOR: 22"x34" SHEET
FOR: 11"x17" SHEET

Vermont Street

Leland Street

PALMER COURT
40' ROW

PALMER STREET
50' ROW

HABITAT FOR HUMANITY

HABITAT FOR HUMANITY

LEGEND

- PARK SPACE
- 50' LOTS
- 40' LOTS
- PROPERTY BOUNDARY
- MAJOR TREES TO SAVE

SITE DATA	
PROJECT AREA	= 4.26 AC
PARCEL AREA	= 4.16 AC
PALMER ST ROW	= 0.58 AC
40' LOTS	= 1.31 AC
≥50' LOTS	= 1.72 AC
PARK AREA	= 0.41 AC



P3

SHEET NO.

DATE	12/20/24
DESIGNED BY	J.A.
CHECKED BY	J.A.
SCALE	AS SHOWN
APP. FOR	COLLIRON BUILDERS

REVISION

SITE IMPROVEMENTS
FOR
COLLIRON BUILDERS

PRELIMINARY PLAN

ENGINEER OF RECORD
CHARLES SOHM

FLORIDA
REGISTRATION NUMBER:
79289

TOCOI **Engineering, LLC**
714 NORTH ORANGE AVENUE, GREEN COVE SPRINGS, FL 32043
PH: 904-215-1388 E.B. NUMBER: 26383

Attachment 8- "Written Description"**Vermont Ave Development (200 N VERMONT Ave) PUD****Written Description / Justification****~~October 14, 2024~~ REV December 02, 2024****I. SUMMARY DESCRIPTION OF THE PROPERTY**

- A. Current Land Use Designation: Single Family (0100)**
- B. Current Zoning District: R2**
- C. Current acreage: 4.16 acres+-**
- D. Requested Zoning District: PUD**
- E. RE #: 38-06-26-018416-000-00- Alt Id - 018416-000-00**
- F. City Development Number:**
- G. Project Architect/Planner: N/A**
- H. Project Engineer:**
Charles Sohm, PE– Toco Engineering.
714 N Orange Ave
Green Cove Springs, FL 32043
- I. Project Developer:**
TheoGrace Holdings LLC.
3545 St Johns Bluff Rd S, STE 225
Jacksonville, FL 32224

II. SUMMARY DESCRIPTION OF THE PLAN**Property Location:** 200 N Vermont Ave, Green Cove Springs, FL**Current Zoning:** Residential with 50' lot widths**Proposed Zoning:** Residential with 40' lot widths**Project Description:**

The proposed amendment to the existing plat to Planned Unit Development (PUD) for the property located at 200 N Vermont Ave, Green Cove Springs, FL, seeks to modify the existing residential lots from 50-foot widths to 40-foot widths. This rezoning will allow for the development of ~~31-27~~ single-family home sites, enhancing the community's housing options while maintaining the area's residential character and current density allowance.

Key Features of the Amended PUD:**Lot Dimensions:** The lot widths will be reduced from 50 feet to 40 feet,

Housing Density: The increased number of lots will provide additional housing opportunities within the community, contributing to the local housing supply and supporting growth in Green Cove Springs while maintaining the current allowable density for the parcel.

1. **Community Impact:** The development will include necessary infrastructure improvements, such as roads, utilities, and green spaces (up to 10% of the total net homesite land area – excluding the existing and future dedicated ROWs), to support the new homes and ensure a high quality of life for residents.
2. **Design Standards:** The single-family homes will adhere to design standards that ensure aesthetic consistency and compatibility with the surrounding neighborhood.
3. **Environmental Considerations:** The development will incorporate sustainable practices and green building techniques to minimize environmental impact and promote energy efficiency.

Conclusion:

The proposed rezoning from 50-foot lots to 40-foot lots at 200 N Vermont Ave will facilitate the creation of ~~34~~27 single-family home sites, providing much-needed housing options in Green Cove Springs. This amendment aligns with the community's growth objectives and enhances the overall residential environment.

The Applicant proposes to rezone approximately 4.1± acres of property from R2 Residential with 50' lot widths to Planned Unit Development (PUD). A conceptual site plan of the proposed development is attached as "Attachment 7"" to this application (the "Site Plan").

The proposed PUD rezoning permits the Property to be developed as an affordable residential community consisting of up to Thirty-one (~~34~~27) single-family detached one and two-story homes ranging from 1400sf to approx3000sf.

The proposed PUD differs from the usual application of the Zoning Code for R2 Residential by reducing the minimum width from 50 feet to 40 feet, reducing the minimum area from 5,000 square feet to 4,000 square feet and, increasing the maximum lot coverage from 45 percent to 53 percent, maintaining the front setback at 20' feet and reducing the side setback from 7.5 feet to 5 feet.

The subject properties (the "Property") under contract to be owned and developed by TheoGrace Holdings LLC, are more particularly described in the legal description attached as Attachment 4 – Legal Description. The properties are located off Vermont Ave and Walnut St, as shown on Attachment 2- Current Aerial. The current land use designation of the Property is R2 Residential.

Parcel is currently not occupied and has a single-family home located on the property along with a deteriorated shed style lean-to along with various trees and overgrowth. No wetlands were located on the property. The elevations on the parcels are relatively flat. The proposed residential product will consist of one and two-story homes on lots with attached garages. The proposed development of the Property will be both aesthetically and environmentally appealing. An open area will be located on the property for the resident's use.

The project will be developed in a single phase and will commence between the latter part of 2024 and beginning of 2025 with permitting of vertical construction of the homes commencing within ninety days after site completion and permit issuance and should be completed within 24-30 months thereafter.

A combination of buffering, landscaping and architectural controls are provided to create this integrated community and blend the proposed development into the adjacent and surrounding homes and areas.

III. PUD DEVELOPMENT CRITERIA

A. Description of Uses.

1. Thirty-one (~~31~~²⁷) one and two-story single family units.
2. Essential services including roads, water, sewer, telephone, stormwater management facilities, television, electric, marine and land communication devices, small satellite dishes, and similar uses subject to performance standards set forth in Part 4 of the City of Green Cove Springs Zoning Code.
4. Home occupations meeting the performance standards set forth in the City of Green Cove Springs Zoning Code.

B. Permitted Accessory Uses and Structures. Accessory uses and structures are allowed as defined in Section 117 of the Zoning Code.

C. Minimum Lot and Building Requirements.

1. **Minimum building setback and yard requirements.** The building setbacks for all uses and structures are as follows:

- a. Front: Twenty (20) feet.
- b. Side – Five (5) feet.
- c. Rear – Ten (10) feet.

Note: Encroachments by sidewalks, parking, signage, utility structures, fences, street/park furniture, HVAC units, and other similar improvements shall be permitted within the minimum building setbacks.

2. **Minimum Lot Requirements.** Forty (40) feet wide. However, cul-de-sacs, curve and corner lots will require a minimum of twenty-five (25) feet setback. So long as a cul-de-sac, curve or corner lot is forty (40) feet in width at some point (not necessarily at the BRL), the structure can be built anywhere on the lot so long as required setbacks and required building restriction lines are met.

3. **Maximum Height of Structures.** Thirty-five (35) feet. As provided in Green Cove Springs Zoning Code, spires, cupolas, antennas, chimneys and other appurtenances not intended for human occupancy may be placed above the maximum heights provided for herein.

4. **Maximum parcel coverage by all buildings.** Fifty three (53) percent.

D. Common Area Landscape Maintenance. The Applicant shall ensure the proper maintenance of all common areas, lawns, and landscaping to be funded by mandatory homeowners association dues. [The Homeowners Association documents shall be submitted to the City for review and recorded prior to final plat.](#)

E. Access. Access to the site will be from Vermont Ave, Palmer St, ~~Center St~~ & Walnut St. As indicated on the Site Plan, the Property will have three primary access points. The design of the access points and internal roads as shown on the Site Plan may vary prior to development;

provided, however, that the final design of both shall be subject to the review and approval of the Planning and Development Department and the Traffic Engineer. Upon completion, the internal road will be dedicated to the City.

F. Pedestrian Circulation. The site will be developed with an internal sidewalk system. The location of all sidewalks is conceptual and final sidewalk plans are subject to the review and approval of the Planning and Development Department. External sidewalks will be provided consistent with the Comprehensive Plan.

H. Signage. The PUD shall be permitted one double-faced or two single-faced externally-illuminated monument sign(s), not to exceed twenty-four (24) square feet in area per sign face and twelve (12) feet in height, at the entrance. ~~PUD shall also permit an HOA information board that is approximately 20 square feet and 6 feet high.~~

I. Parking and Loading Requirements. The proposed PUD will provide integrated parking facilities to support the proposed residential community. Parking within the PUD will be provided in accordance with the City's off-street parking and loading requirements as set forth in the Green Cove Springs Zoning Code. The homes will have integrated two car garages, and sufficient driveway space to park two -four cars without protruding into the internal sidewalk. ~~Modifications to parking requirements within the PUD may be permitted by an administrative modification.~~ HOA shall ensure parking is provided in the designated parking areas.

J. Landscaping/Fencing/Screening. Buffering will be consistent with the requirements of the Green Cove Springs Zoning Code, the 10' along the Vermont Ave ROW will consist of tree preservation and/or landscape buffer. Provide a 20' buffer with a 6' high privacy fence or masonry wall with small trees every 25' as defined by Code Section 113 Article VI and a continuous hedge row to the adjacent property owner side of the fence. The wall and landscaping shall be maintained by the HOA. One 3" dbh canopy/large tree per lot shall be shown as part of the building permit submittal and installed prior to Certificate of Occupancy subject to City landscape specifications.

K. Architectural Design. Throughout the PUD, any dumpsters, compactors, propane tanks, and similar appurtenances shall be kept behind or within substantially opaque enclosures composed of the same material and painted the same color as the nearby structure within the Property, such that the dumpster, compactors propane tank, or similar appurtenance is screened from view from surrounding roadways and adjacent properties.

L. Lighting. PUD lighting shall be designed and installed to localize illumination onto the Property and to minimize unreasonable interference or impact on any residential zoning districts outside of the PUD.

M. Stormwater Retention. Stormwater retention/detention system shall be designed and constructed in accordance with the requirements of the city of Green Cove Springs and the St. Johns River Water Management District and may include underground detention vaults.

N. Utilities. Electric power, water and sewer services will be available to the site by GCS Utilities.

O. Temporary Uses. Temporary sales, leasing and construction office(s) and trailers shall be allowed to be placed within the PUD.

P. Modifications. Amendments to this approved PUD district may be accomplished by administrative modification, administrative deviation, by minor modification, or by the filing of a

Attachment 8
Page 4 of 5

rezoning application pursuant to Green Cove Springs Zoning Code. PUD amendments, including administrative modification, administrative deviations, minor modifications, or rezonings, may be sought for individual parcels or access points within the PUD.

Q. **Conceptual Site Plan.** The configuration of the development as depicted in the Revised Site Plan is conceptual and revisions to the Revised Site Plan, including access points and internal circulation, may be required as the proposed development proceeds through final engineering and site plan review, subject to the review and approval of the Planning and Development Department.

R. **Phasing.** Upon approval of the construction plans for the infrastructure improvements within the PUD, the Applicant may seek and obtain building permits for the construction of the residential and recreational buildings within the PUD prior to the recordation of the plat(s) for the subdivision subject to the surety requirements set forth in City LDC, Section Chapter 101, Article Div 5, Subd 5.

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IV. PUD REVIEW CRITERIA

A. **Consistency with Comprehensive Plan.** The Property is currently within the R2 residential land use category, which permits residential development at a density of up to 8 units per acre. At 4.16 ± acres, the proposed density of ~~7.46.5~~ DU/AC is consistent with the land use category. The proposed development is consistent with the following policies of the 2045 Comprehensive Plan:

B. **Roadways / Consistency with the Concurrence Management System.** The development of the Property will comply with the requirements of the Concurrence Management System. An application for concurrence will be submitted concurrently to the Concurrence Management System Office.

C. **Allocation of Residential Land Use.** This proposed development will not exceed the projected holding capacity reflected in the Future Land Use Element of the 2045 Comprehensive Plan.

D. **Internal Compatibility/Vehicular Access.** The Site Plan attached as Attachment 7 – Site Plan addresses access and circulation within the site. The Property will have two primary access points from Vermont Ave & Walnut St. The location and final design of the access point are subject to the review and approval of the City Traffic Engineer and the Planning and Development Department. The completed internal road will be dedicated to the City.

E. **External Compatibility/Intensity of Development.** The proposed development is consistent with and comparable to permitted development in the area. The Property is bounded to the north, east, south and west by single family lots in the R2 Zoning District. The proposed use is compatible in both intensity and density with these surrounding uses and zoning districts.

F. **Recreation/Open Space.** Park facilities shall be provided in the Park Area specified on the PUD conceptual plan. The type, location and timing of the park improvements shall be identified as part of the Subdivision Improvement Plans. ~~no active recreation space is required.~~

G. **Impact on Wetlands.** Development that would impact wetlands will be permitted in accordance with local, state and federal requirements.

H. **Listed Species Regulations.** The PUD is less than 50 acres and no listed species survey is required.

I. **Off-Street Parking & Loading Requirements.** The proposed PUD will provide integrated parking facilities to support the proposed residential community as described above via integrated two car garages, and sufficient driveway space to park two -four cars without protruding into the


internal sidewalk.

J. Sidewalks, Trails, and Bikeways. Internal sidewalks will be provided as shown on the Revised Site Plan. The location of all sidewalks is conceptual and final sidewalk plans are subject to the review and approval of the Planning and Development Department.






PROPERTY OWNER AFFIDAVIT

Owner Name: <u>David L Herbert</u>	
Address: <u>200 N Vermont Ave</u>	Phone: <u>904-543-6218</u>
Agent Name: <u>Theograce Holdings LLC</u>	
Address: <u>3545 St. Johns Bluff Rd Ste. 225 Jax FL 32224</u>	Phone: <u>(904) 509-3438</u>
Parcel No.: <u>38-06-26-018416-000-00</u>	
Requested Action: <u>Rezoning PUD Packet</u>	
<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>[Signature]</u></p> <p>Printed name: <u>DAVID L HERBERT</u></p> <p>Date: <u>October 7th 2024</u></p> <p>The foregoing affidavit is acknowledged before me this <u>24th</u> day of <u>October</u>, 2024, by <u>David L Herbert</u>, who is/are <u>personally known to me</u> or who has/have produced _____ as identification.</p>	
<p>NOTARY SEAL</p> <div style="display: flex; align-items: center;"> <div style="border: 2px solid black; padding: 5px; text-align: center; margin-right: 20px;">  <p>TIFFANY RYALS BOULINEAU Commission # HH 424135 Expires January 10, 2026</p> </div> <div style="text-align: center;"> <u>[Signature]</u> Signature of Notary Public, State of <u>Florida</u> </div> </div>	

**PROPERTY OWNER AFFIDAVIT**

Owner Name: <u>Cynthia Herbert</u>	
Address: <u>200 N YELMONT AVE</u>	Phone: <u>904-603-0699</u>
Agent Name: <u>Theograce Holdings LLC</u>	
Address: <u>3545 St. Johns Bluff Rd. Ste 225</u>	Phone: <u>(904) 509-3438</u>
Parcel No.: <u>38-06-26-018416-000-00</u>	
Requested Action: <u>Rezoning PUD Packet</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: <u>Cynthia Herbert</u> Printed name: <u>Cynthia A Herbert</u> Date: <u>10/7/2024</u> The foregoing affidavit is acknowledged before me this <u>7th</u> day of <u>October</u> , 20 <u>24</u> by <u>Cynthia Herbert</u> , who is/are <u>personally known to me</u> , or who has/have produced <u>personally known</u> as identification.	
<div>NOTARY SEAL  KEANNA D. BROADIE Commission # HH 116019 Expires April 11, 2025 Bonded Thru Budget Notary Services</div> <div><u>Keanna B.</u> Signature of Notary Public, State of <u>FL</u></div>	



Planning & Zoning

321 Walnut Street, Green Cove Springs, FL 32043 904-297-7051

APPLICATION DEFICIENCY NOTICE

DATE: January 23, 2025

APPLICATION REFERENCE: TheoGrace Holdings LLC, PUD-24-003 - 200 VERMONT Ave

Dear Applicant:

We have received the materials submitted in response to the Application Deficiency Notice previously provided to you. Upon review of the re-submitted items, staff has identified items that need to be corrected. Attached to this notice is a list of comments in response to the re-submitted items.

Each of the items on the attached list require responses and revised materials be created and re-submitted before any further action can be taken on this permit. A hold is placed on this application and the time it takes you to respond to this list of items is excluded in calculating permit processing timeframes. Once corrected and/or new materials are submitted, your permit processing timeframe will begin again.

A complete response to each of the items on the attached list is required to be submitted **at the same time**. As applicable, a complete response is required to include:

1. A written document addressing all of your responses (one paper copy).
2. New and/or updated technical reports (one paper copy).
3. New and/or corrected plans. Please note that revisions to previously submitted plans are required to be identified by clouding, must be noted in a revision list on the plan sheet(s), and are required to be incorporated into a full set of revised plans (one paper copy).
4. A transmittal that itemizes everything being resubmitted (one paper copy).
5. A copy of the entire resubmittal must be provided electronically (either on a thumb drive or uploaded via the permit portal).

Your response must be received by our Department within 180 days of the date noted on this letter to avoid this application being withdrawn from consideration. Withdrawn application must be resubmitted as new applications requiring repayment of all applicable fees and processing requirements.

Thank you for your anticipated cooperation in submitting the items requested by staff. We look forward to working with you as this application continues to be processed.

APPLICATION DEFICIENCY NOTICE #3

DATE: January 23, 2025

APPLICATION REFERENCE: TheoGrace Holdings LLC, PUD-24-003

FIRE DEPARTMENT COMMENTS - contact Sandra Boike (sandra.boike@claycountygov.com)

1. Fire#1 Show fire hydrant(s). Illustrate compliance with NFPA 1:18.5 Fire Hydrant distance is measured along the fire department access road. If no access to a reliable utility water supply is available then use NFPA 1142 to provide a water supply and meet fire flow requirements.

Fire#2 NFPA 1141:5.2.3 Roadways shall have a minimum clear width of 12 ft(3.7 m) for each lane of travel, excluding shoulders and parking.

2. Fire#1 There are multiple site plans in for review and not all match. E.g. the PUD drainage plan and the master plan do not match. Please clarify what plan is wanting to be used. Comments may be added after clarification.

CONSULTANT COMMENTS

Review of the 12/16/2024 plans:

Review dated 1/6/2024 - CHW, an NV5 company, reviewed the documents submitted for the Vermont Street Site and have the following comments:

GENERAL COMMENTS

1. No topographic information was provided to verify the drainage basin divides. Existing and proposed topographic information will need to be provided with the construction plan submittal to verify the drainage basin divides and areas.
2. Retention pond/swale treatment calculations were provided but plans that correspond to these calculations were not provide for review. The retention pond/swale design will need to be provided with the construction plans when they are submitted for review.
3. The following comments on the stormwater calculations will need to be addressed when construction plans are submitted for review.
 - a. Ensure that post development discharge rates do not exceed predevelopment discharge rates for the Citys and SJRWMD design storm(s).
 - b. Please provide documentation that the Citys stormwater system was designed to accommodate a portion of the proposed development that will drain directly to the Vermont Street right of way.
 - c. Provide the source or calculation used for determining the runoff coefficient used in the retention pond treatment analysis.
 - d. The provided geotechnical report shows different SHWT and infiltration rates depending on the location of the augur boring, but the provided calculation only uses one SHWT and one infiltration rate. Please provided calculations (e.g. average depth to SHWT and average infiltration rate) for the SHWT and infiltration rate used in the calculations.
 - e. Please provide proposed contours to verify the stage storage calculations provided for the retention area(s).
 - f. The Saturated Lateral Flow Analysis appears to show that the treatment volume stages above the top of the retention area(s). Please clarify or provide revised calculations as needed.
4. Please note that additional comments may be generated once construction plans and final stormwater calculations are provided for review.

APPLICATION DEFICIENCY NOTICE #3

DATE: January 23, 2025

APPLICATION REFERENCE: TheoGrace Holdings LLC, PUD-24-003

PLANNING DIVISION COMMENTS - contact Michael Daniels (mdaniels@greencovesprings.com)

1. Provide a 20 ft landscape buffer with a 6ft high fence or masonry wall with small trees every 25 as defined by Code Section 113 Article VI and a continuous hedge row to the adjacent property owner side of the fence. The wall and landscaping shall be maintained by the HOA. Existing vegetation can be used in lieu of new plantings subject to staff approval as part of the preliminary plat and improvement plan.
2. Tree preservation. Provide a tree preservation calculation pursuant to City LDC 113-279.
3. The developer is responsible for holding their runoff caused by new development onsite or otherwise compensating the City as opposed to putting the burden on the City's system. How the applicant is going to hold runoff onsite without providing a drainage retention pond.
4. The Homeowners Association documents shall be submitted to the City for review and recorded prior to final plat.

Comments regarding the written description:

5 Resubmit the Written Description with revisions listed below:

6. Change the total number of lots to 27.

7. In section IIIR, specify that building permits shall require completion or approval of bonding for the infrastructure improvements prior to obtaining building permits for single family construction.
8. Modifications to the PUD in section III P, shall require a rezoning modification amendment.
9. Include language in Section III. I that the HOA shall be responsible for ensuring that parking and loading occurs only in designated parking locations such as the driveways and garages.
10. Remove last sentence in section III. I of the Written Description: Modifications to parking requirements within the PUD may be permitted by an administrative modification.
11. Remove HOA information board signage specified in the last sentence in section III.H.
12. In Section IV. Recreation/Open Space provide the following information:
Specify the type, location and timing of the park improvements located within the Park Space identified on the Conceptual Plan as part of the Preliminary Plat and Improvement Plans.
13. One 3 dbh canopy/large tree per lot shall be shown as part of the building permit submittal and installed prior to Certificate of Occupancy subject to City landscape specifications.

PUBLIC WORKS DIVISION COMMENTS - contact Mike Null (mnull@greencovesprings.com)

[vermont tree survey identifying hardwoods and proposed protections.pdf](#)

1. It is difficult to review without quantifying how many and which trees will be removed and saved. Also, an overlay of the concept plan and the tree survey would be immensely helpful.

ORDINANCE NO. O-36-2024

AN ORDINANCE OF THE CITY COUNCIL OF GREEN COVE SPRINGS, FLORIDA REZONING ±4.16 ACRES OF PROPERTY LOCATED AT 200 NORTH VERMONT AVENUE, IDENTIFIED AS TAX ID 018416-000-00, MORE PARTICULARLY DESCRIBED BY EXHIBIT “A”, FROM RESIDENTIAL MEDIUM DENSITY (R-2) TO PLANNED UNIT DEVELOPMENT (PUD); PROVIDING FOR REPEALER, SEVERABILITY AND SETTING AN EFFECTIVE DATE.

WHEREAS, the City has received a request to rezone the subject parcel from R-2 Medium Density Residential to PUD, Planned Unit Development and

WHEREAS, the City has the authority pursuant to its home rule and other statutory powers to rezone properties within the City; and

WHEREAS, a duly advertised public hearing was conducted on the proposed rezoning on January 28, 2025 by the Planning and Zoning Board, sitting as the Local Planning Agency (LPA), and the LPA reviewed and considered comments received during the public hearing concerning the application and made its recommendation for approval to the City Council; and,

WHEREAS, the City Council considered the recommendations of the LPA at a duly advertised public hearing on February 4, 2025 and February 18, 2025 and provided for and received public participation; and,

WHEREAS, the City Council has determined and found said application for the amendment, to be consistent with the City of Green Cove Springs Comprehensive Plan and Land Development Regulations; and,

WHEREAS, for reasons set forth in this Ordinance that is hereby adopted and incorporated as findings of fact, that the Green Cove Springs City Council finds and declares that the enactment of this amendment is in the furtherance of the public health, safety, morals, order, comfort, convenience, appearance, prosperity, or general welfare.

NOW THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA AS FOLLOWS:

Section 1. Zoning Map Amended. The Zoning Map is hereby amended for the following property from R-2 Medium Density Residential) to Planned Unit Development (PUD).

Tax Parcel ID# 38-06-26-018416-000-00, in accordance with the legal description found in Exhibit “A” and map found in Exhibit “B” attached hereto.

Section 2. Ordinance to be Construed Liberally. This ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed to be in the best

interest of the public health, safety and welfare of the citizens and residents of Green Cove Springs, Florida.

Section 3. Repealing Clause. All ordinance or parts of ordinances in conflict herewith are, to the extent of the conflict, hereby repealed.

Section 4. Severability. It is the declared intent of the City Council of the City of Green Cove Springs that, if any section, sentence, clause, phrase, or provision of this ordinance is for any reason held or declared to be unconstitutional, void, or inoperative by any court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this ordinance, and the remainder of the ordinance after the exclusions of such part or parts shall be deemed to be valid.

Section 5. Effective Date. This Ordinance shall become effective upon passage.

INTRODUCED AND APPROVED AS TO FORM ONLY ON THE FIRST READING BY THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, ON THIS 4TH DAY OF FEBRUARY 2025.

CITY OF GREEN COVE SPRINGS, FLORIDA

Steven R. Kelley, Mayor

ATTEST:

Erin West, City Clerk

**PASSED ON SECOND AND FINAL READING BY THE CITY COUNCIL OF THE CITY
OF GREEN COVE SPRINGS, FLORIDA, THIS 18th DAY OF FEBRUARY 2025.**

CITY OF GREEN COVE SPRINGS, FLORIDA

Steven R. Kelley, Mayor

ATTEST:

Erin West, City Clerk

APPROVED AS TO FORM:

L. J. Arnold, III, City Attorney

EXHIBIT A**Parcel ID 38-06-26-018416-000-00****Parcel I**

Blocks Twenty-three (23), Twenty-four (24), and the South half of Block Twenty-five (25) of Golden Gate Manor, a subdivision in the City of Green Cove Springs, Florida, as per map or plat of the said Golden Gate Manor as recorded in Plat Book 2, Page 59, public records of Clay County, Florida. (38-06-26-018416-000-00)

Parcel II

Lots One (1) and Five (5), and Nine (9) together with a parcel of land lying between Lots One (1) and Five (5) being 60 feet north and south by 99 feet east and west, CAMPBELL'S SUBDIVISION of Lot "A", Block 57, Palmer & Ferris Tract, according to plat recorded in Plat Book 6, page 16, public records of Clay County, Florida. (fka 38-06-26-017019-000-00)

EXHIBIT B



0 115 230 460 US Feet

**FOR OFFICE USE ONLY**

Item # 2.

P Z File # _____

Application Fee: _____

Filing Date: _____ Acceptance Date: _____

Review Date: SRDT _____ P & Z _____ CC _____

PUD Rezoning Application

A. PROJECT

1. Project Name: Vermont Ave Development
2. Address of Subject Property: 200 Vermont Ave N, Green Cove Springs, FL 32043
3. Parcel ID Number(s): 38-06-26-018416-000-00 Alt Id - 018416-000-00
4. Existing Use of Property: Single Family (0100)
5. Future Land Use Map Designation : R2
6. Existing Zoning Designation: R2
7. Proposed Zoning Designation: PUD / R2
8. Acreage: 4.16

B. APPLICANT

1. Applicant's Status ☐ Owner (title holder) ☒ Agent
2. Name of Applicant(s) or Contact Person(s): Vince Pessolano Title: MgMbr
Company (if applicable): TheoGrace Holdings LLC
Mailing address: 3545 St Johns Bluff Rd S, STE 225
City: Jacksonville State: FL ZIP: 32224
Telephone: 904 528-2200 FAX: () e-mail: TheoGraceHoldings@gmail.com
3. If the applicant is agent for the property owner*
Name of Owner (titleholder): DAVID L. HERBERT, JOINED BY HIS WIFE, CYNTHIA RBERT, hereinafter called the "Grantor" to DAVID L. HERBERT AND CYNTHIA ANN HERBERT, TRUSTEES OF THE DAVID L. HERBERT AND CYNTHIA ANN HERBERT REVOCABLE LIVING TRUST U/T/A
Mailing address: 680 Bayard Road, Florida 32043
City: Green Cove Springs State: Florida ZIP: 32043
Telephone: 904 528-2200 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 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. ATTACHMENTS

1. Statement of proposed change, including a map showing the proposed zoning change and zoning designations on surrounding properties
2. A current aerial map (Maybe obtained from the Clay County Property Appraiser.)
3. Plat of the property (Maybe obtained from the Clay County Property Appraiser.)
4. Legal description with tax parcel number.
5. Boundary survey
6. Warranty Deed or the other proof of ownership
7. Site Plan
8. Written Description
9. Binding Letter
10. Fee.
 - a. \$2,000 plus \$20 per acre
 - b. 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

Typed or printed name and title of applicant

Typed or printed name of co-applicant

Date

Date

State of

County of

The foregoing application is acknowledged before me this 7th day of October, 2024 by Vincent

Pessolano, who is/are personally known to me, or who has/have produced FLORIDA DL as identification.

NOTARY SEAL

Signature of Notary Public, State of

FLORIDA

K. J. Patel

