

CITY OF GREEN COVE SPRINGS PLANNING & ZONING BOARD MEETING

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA
TUESDAY, MAY 25, 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

1. Election of Chair and Vice Chair

APPROVAL OF MINUTES

2. Review and approval of the minutes for the April 27, 2021 meeting.

PUBLIC HEARINGS

3. Future Land Use Amendment from Residential Medium Density (RMD) to Residential Professional Office (RPO) for property located at 3 West St
4. Rezoning from R-2 to Residential Professional Office (RPO) for property located at 3 West St
5. Proposed Changes to the Riverfront Residential Zoning District

BOARD BUSINESS

BOARD DISCUSSION / COMMENTS

STAFF COMMENTS

6. Comprehensive Plan Progress Report

ADJOURNMENT

NEXT MEETING: TUESDAY, JUNE 22, 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



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: Planning & Zoning Commission **MEETING DATE:** May 25, 2021
FROM: Michael Daniels, AICP, Planning & Zoning Director
SUBJECT: Election of Chair and Vice Chair

BACKGROUND

Staff has placed this item on the Agenda for Board action regarding the election of the Chair and Vice Chair for the Planning & Zoning Board. In 2012, the Board voted to rotate the Chair and Vice Chair positions annually at the May meeting.

For the last year, Henrietta Francis served as Chair and Gary Luke served as Vice Chair.

FISCAL IMPACT

N/A

RECOMMENDATION

How to make the motion:

I motion to elect _____ as Chair.

Someone must second the motion.

Roll call vote.

I motion to elect _____ as Vice Chair.

Someone must second the motion.

Roll call vote.

CITY OF GREEN COVE SPRINGS PLANNING & ZONING BOARD MEETING

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA
TUESDAY, APRIL 27, 2021 – 5:00 PM



MINUTES

ROLL CALL

The meeting was called to order by Chairman Francis at 5:03 p.m.

PRESENT

Chairman Henrietta Francis
Vice Chair Gary Luke (Virtual, *Teams*)
Board Member Justin Hall
Board Member Richard Hobbs

ABSENT

Board Member Brian Cook

In response to a Yellow Card, Chairman Francis called on Mike McNaney, 1611 Lucas Ave, to speak. He had questions regarding stormwater runoff on Walnut Street. He believes parcel number 018395-000-00 will be split soon and noted he will object to it. Without stormwater mitigation, he believes two homes on that parcel will cause his backyard to flood. Mr. Daniels explained the lot split process. His second question: is stormwater runoff considered as part of the building permit application. Mr. Daniels answered that it is.

APPROVAL OF MINUTES

1. ***Review and approval of minutes for the February 23, 2021 meeting.***

Motion to approve the minutes of the February 23, 2021 meeting.

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

Motion passes.

PUBLIC HEARINGS

2. ***Future Land Use Amendment from Commercial High Intensity to Central Business District for property located at 200-206 Orange Avenue***

Items 2 and 3 were presented together and voted on separately.

Mr. Daniels presented the applications. Staff recommended approval but notes development concerns regarding the parking requirements, landscaping requirements, and sight triangle requirements per Florida Department of Transportation (FDOT). Additionally, as part of redevelopment of the property, the developer will need to review whether they must close the

access point on Orange Avenue. Finally, the developer will need to comply with the City's code requirements or enter into a development agreement to address parking and other accessory uses that are not compliant with code.

Chairman Francis opened the public hearing.

Janis Fleet of Fleet Associates, 11557 Hidden Harbor Way, Jacksonville, FL, provided additional information to the Board regarding the applicant's intent, expressed appreciation for staff support, and offered to answer any questions.

Vice Chair Luke requested guidance from City Attorney Arnold regarding a potential conflict of interest. He determined he will still discuss the project in-meeting. He asked Mrs. Fleet about the parking need; she provided insight into options being considered for the future development, though nothing is yet finalized as the future land use amendment and rezoning are necessary before moving forward. Mrs. Fleet deferred additional questions related to parking to the site plan review. Mr. Daniels expanded that they will not be able to move forward with redevelopment if they cannot provide for parking. Changing the zoning will not impact the parking situation until the property is redeveloped, which cannot be done until additional parking is provided.

Vice Chair Luke requested additional information about the access point Mr. Daniels had discussed. Mrs. Fleet indicated they are in pre-planning with FDOT and intend to resolve any concerns about that access with FDOT prior to returning to the City with a site plan application.

Chairman Francis called for additional questions. When there were none, Chairman Francis closed the public hearing.

Chairman Francis called for discussion or a motion on the future land use amendment.

Motion to approve Ordinance O-07-2021, to amend the Future Land Use of the property described therein from Commercial High Intensity to Central Business District.

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

Motion passes.

3. ***Rezoning from Gateway Corridor Commercial to Central Business District for property located at 200-206 Orange Avenue***

Staff recommended approval of the rezoning application.

Chairman Francis opened the public hearing.

Janis Fleet spoke again on behalf of the application. Chairman Francis called for questions.

With there being no questions, Chairman Francis closed the public hearing.

Motion to recommend to City Council the approval of Ordinance O-08-2021 to amend the Zoning of the property described therein from Gateway Corridor Commercial to Central Business District.

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

Motion passes.

4. ***Review of an Annexation request for the Ayrshire Development for the Gustafson's Cattle, Inc. approximately 560.52 acres on CR 15 A, 016515-000-00***

Items 4 and 5 were presented together and voted on separately. Mr. Daniels presented the applications as well as the steps the applications will go through from this point forward, including P&Z recommendation, City Council First Reading, transmittal to Florida Department of Economic Opportunity (DEO) for review, and City Council for the Second and Final Reading.

Staff recommended approval of the annexation request.

City Attorney Arnold requested Mr. Daniels mention the land exchange D.R. Horton is discussing with the Clay County School Board (CCSB). Mr. Daniels elaborated the proposed land for exchange / mitigation is just south of Jersey Avenue, meaning it would be in the County, and the discussion is strictly between CCSB and D.R. Horton.

Chairman Francis opened the public hearing.

Ellen Avery-Smith, Rogers Towers, 100 Whetstone Place, St. Augustine, FL, introduced herself to the Board. Ms. Avery-Smith indicated she, as a representative of the applicant, had a PowerPoint presentation for the Board, as well as subject-matter experts in the audience to answer questions, including:

- Bob Porter, John Gislason, and Anthony Sharp from D.R. Horton, Inc.;
- Vince Dunn from Dunn & Associates, Inc.; and
- Rajesh Chindalur from Chindalur Traffic Solutions, Inc.

Ms. Avery-Smith first thanked staff for their help throughout the process to date and the work done on the staff report. Ms. Avery-Smith made a presentation to the Board.

Chairman Francis called for questions. There being none, Chairman Francis closed the public hearing.

Chairman Francis called for discussion or questions from the Board.

Board Member Hobbs asked about the traffic impact to 315A. Mr. Chindalur answered that access points are planned for 315A and US 17; he anticipates less than 10% of traffic using 315A. Mr. Daniels added that interim analysis will be done every five years during development to update mitigation needs.

Chairman Francis opened the public hearing a second time. There being no additional comments, Chairman Francis closed the public hearing.

Vice Chair Luke shared he felt unprepared to vote at this time. He asked to speak with a representative of CCSB, at which time Jim Fossa, 96079 Park Place, Fernandina Beach, FL, introduced himself to the Board. Mr. Fossa had done a study for this development and presented it to the Board. The developer would enter into a Proportionate Share Mitigation Agreement which would be paid up-front and act as a credit against the impact fees. Total impact fees for the development would be over \$13-million. The up-front fees would allow for CCSB to build to meet capacity ahead of the growth of the development. Mr. Fossa added the City would submit a School Concurrency Reservation Request to him, at which time he could approve or deny it; generally, other remedies are considered in place of denial, such as other contiguous school site capacity as well as the proportionate share mitigation agreement. Board Member Luke thanked Mr. Fossa for the information.

Chairman Francis called for a motion.

Motion to recommend approval to City Council the annexation request for the Ayrshire Development for the Gustafson's Cattle, Inc., approximately 560.52 acres on CR 15 A, parcel number 016515-000-00.

Motion made by Board Member Hall. Receiving **no second**, the **motion died**.

Motion to move the item to the next meeting to allow time for review of the documents.

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

Ms. Avery-Smith informed the Board this item is solely regarding transmitting the annexation application to the state and the second item is solely regarding transmitting the future land use amendment and site-specific policy to the state. Staff provided additional documentation beyond these items for informational purposes in the agenda.

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

Motion failed.

Ms. Avery-Smith explained again to the Board what tonight's recommendation would do. She highlighted that final approval of these items would not be granted until the state's review is complete and the items are brought back with the Planned Unit Development rezoning application. The Board will hear the rezoning application prior to final approval being granted on any item. The rezoning application would come forward likely in July, giving the Board until the July meeting to review the provided information, most of which is related to the rezoning application.

Motion to recommend approval to City Council the annexation request for the Ayrshire Development for the Gustafson's Cattle, Inc., approximately 560.52 acres on CR 15 A, parcel number 016515-000-00.

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

Motion passes.

5. ***Review of a Future Land Use Amendment request from Rural Fringe / Industrial (County) to Residential Low Density (RLD) for the Ayrshire Development for the Gustafson's Cattle, Inc. approximately 560.52 acres on CR 15 A, 016515-000-00***

Staff recommended approval of the future land use amendment and site-specific policy.

Chairman Francis opened the public hearing and called for questions. Ms. Avery-Smith requested approval.

Chairman Francis closed the public hearing.

Motion to recommend to City Council the approval of the Future Land Use amendment from Rural Fringe and Industrial to Residential Low Density for the Ayrshire Development for the Gustafson's Cattle, Inc. approximately 560.52 acres on CR 15 A, 016515-000-00.

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

Motion passes.

After item 6 (S&ME Comprehensive Plan Update) was heard by the Board, City Attorney Arnold requested Chairman Francis revisit this item (5), as he does not believe Board Member Luke may abstain from voting without a legal conflict of interest or bias. City Attorney requested Board Member Luke vote yes or no.

Board Member Luke revised his vote from abstaining to a vote of No, which he clarified is not an objection but is because he did not have adequate time for review of the information.

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

Voting Nay: Vice Chair Luke

Motion passes.

BOARD BUSINESS

6. ***S&ME – Comprehensive Plan Update***

Mr. Daniels introduced Pat Tyjeski with S&ME. Ms. Tyjeski made a presentation to the Board regarding the City's Comprehensive Plan Update and the what S&ME is looking at to update the plan, such as defining and designing the downtown area. Ms. Tyjeski invited the Board to visit the project website, which can be located through a yellow banner at the top of the City's website, use the map and complete the survey. She also invited them to the May 6th public workshop.

7. *Online Comprehensive Map Update*

Mr. Daniels presented the project, which makes a good deal of information available to the public, such as land use, zoning, tree inventory, permit information, et cetera.

Mr. Daniels showed the Board the GeoHub. The Board expressed support for the work on the GeoHub to date and plans for its continued development and maintenance.

STAFF COMMENTS

Mr. Daniels informed the Board the Development Services Department went live with a new software on April 26, 2021 which allows people to apply for permits and make payments online, as well as submit code enforcement complaints.

ADJOURNMENT

The meeting adjourned at 7:22 p.m.

CITY OF GREEN COVE SPRINGS, FLORIDA

Chairman

Attest:

Heather Glisson, Planning & Zoning Clerk

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Luke, Gary L	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE GCS Planning and Zoning
MAILING ADDRESS 1630 Pebble Beach Blvd	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:
CITY Green Cove Springs, Clay County	<input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
DATE ON WHICH VOTE OCCURRED 4/27/2021	NAME OF POLITICAL SUBDIVISION: MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Gary L. Luke, hereby disclose that on April 27, 20 21:

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of Various clients and potential clients, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I have ~ previous adversarial relationship w/ the property owner. I anticipate further litigation or negotiation on behalf of tenants of the owner who have contacted my office.

5/18/21

Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

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* * * * *

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APPOINTED OFFICERS:

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APPOINTED OFFICERS (continued)

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5/18/21

Date Filed


Signature

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STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: Planning & Zoning Commission **MEETING DATE:** May 25, 2021
FROM: Michael Daniels, AICP, Planning & Zoning Director
SUBJECT: Future Land Use Amendment from Residential Medium Density (RMD) to Residential Professional Office (RPO) for property located at 3 West St

PROPERTY DESCRIPTION

APPLICANT: Carolyn Edwards (HFH) **OWNER:** Clay County Habitat for Humanity
PROPERTY LOCATION: 3 West St
PARCEL NUMBER: 017018-003-00
FILE NUMBER: FLUS-21-001
CURRENT ZONING: R-2
FUTURE LAND USE DESIGNATION: RMD

SURROUNDING LAND USE

NORTH: Vacant / Single Family Homes **SOUTH:** Single Family Homes
EAST: Institutional (Green Cove Junior High) **WEST:** Single Family Homes

BACKGROUND

Habitat for Humanity has applied for a future land use amendment from Residential Medium Density to Residential Professional Office and a concurrent zoning change from R-2 to Residential Professional Office for the subject property. The applicant is proposing building an office on-site, which would be constructed to be compatible with the surrounding uses. Approval of the land use amendment and rezoning would not guarantee approval of the proposed site development.

PROPERTY DESCRIPTION

The property is located at the corner of West Street and Walnut Street. It is approximately 0.454 acres. There is a small structure on site noted as a utility building by the Property Appraiser, located in the northwestern corner of the property. A demolition permit was issued for a single-family residence on the property in approximately 2010. The site is partially wooded with a combination of oak and cedar trees. There is a five-foot sidewalk constructed along Walnut Street abutting the property. There is not a sidewalk along West Street, but there is a curb cut into the property from West Street.

Figure 1. Google StreetView Image from Walnut Street (Jan 2019)



Figure 2. Aerial Map

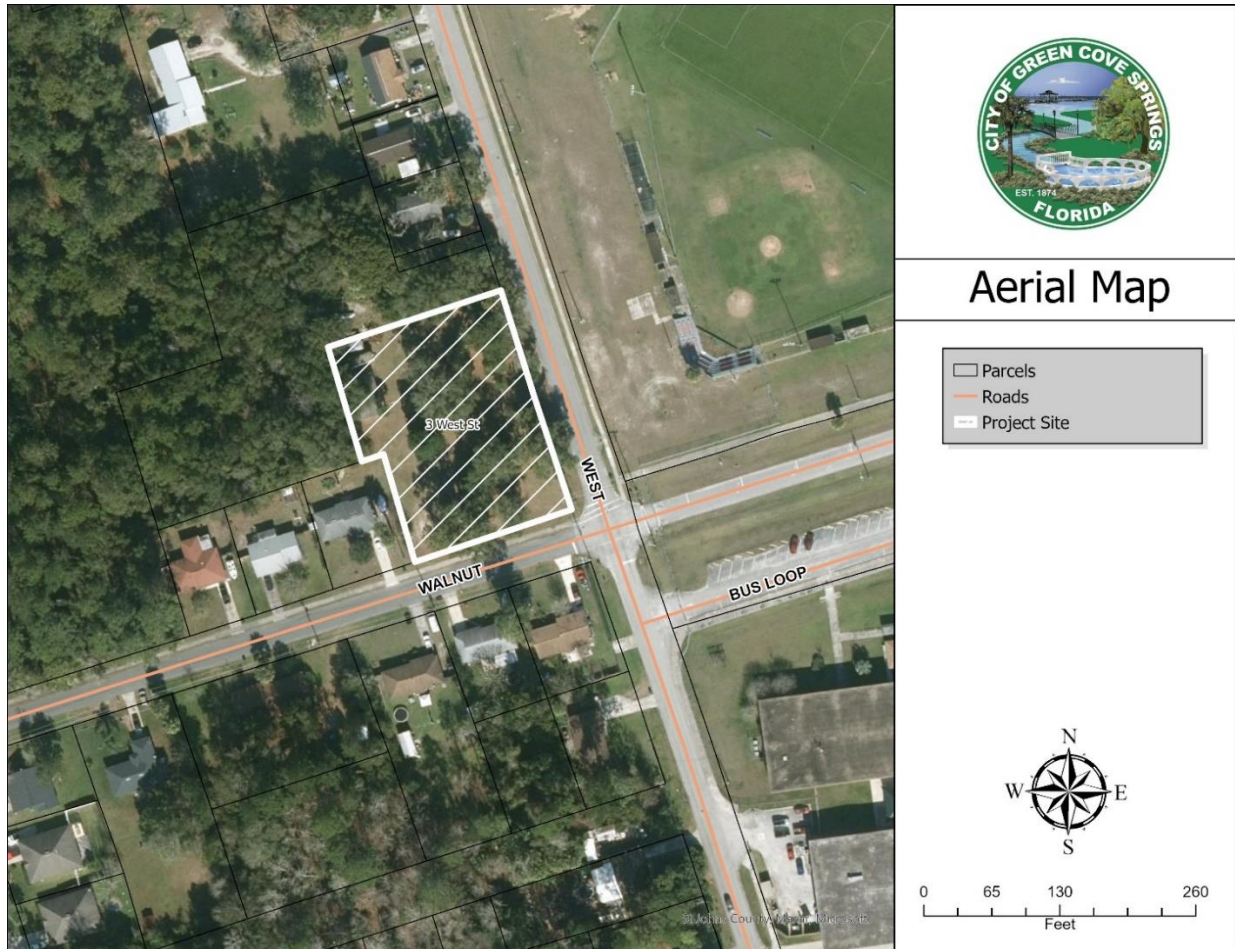


Table 1. FLUM Designation Comparison

	Existing	Proposed
FLUM District	Residential Medium Density	Residential Professional Office
Max. Floor Area Ratio / Density	>4 to 8 dwelling units per acre	>4 to 8 dwelling units per acre or commercial FAR of 0.2.
Typical Uses	Duplex dwellings, multi-family dwellings, single-family dwellings, churches, group homes, housing for the elderly and similar uses	Residential, business, professional, medical, and dental offices services. Churches and retail, in limited situations, may also be included

NEEDS ANALYSIS

Per Chapter 163.3177, Florida Statutes, need shall be based upon the amount of land designated for future uses and shall:

- 1) Provide a balance of uses that foster vibrant, viable communities and economic opportunities and address outdated development patterns, such as antiquated subdivisions; and,
- 2) Allow the operation of real estate markets to provide adequate choices for residents and business, with the amount of land designated for future use not limited solely by the projected population. The minimum amount of land use required to accommodate at least a 10-year planning period must be included in the comprehensive plan.

Comment: This request supports growing demand for commercial space and will increase the variety of spaces available. The Residential Professional Office designation is designed to be compatible with residential development, meaning this low-impact use will add to the variety of the neighborhood and foster economic opportunity.

URBAN SPRAWL ANALYSIS

Section 163.3177, Florida Statutes, requires that any amendment to the Future Land Use Element 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...”

An evaluation of each primary indicator is provided below.

(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.

Evaluation & Findings: The proposed amendment maintains the existing density of the property (>4 to 8 dwelling units per acre) and will not result in a single-use development. The property will be able to function as an office in the future, if Habitat for Humanity relocated, or the structure could be converted back to a residential use.

(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.

Evaluation & Findings: The project site is located within the Core City of Green Cove Springs and adds to the existing development in the area, thereby reducing development pressure in rural and unincorporated areas.

(III) Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.

Evaluation & Findings: The proposed amendment does not promote development in radial, strip, isolated, or ribbon patterns.

(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.

Evaluation & Findings: The site is not located within a floodplain and does not have significant native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, shorelines, beaches, bays, estuarine systems, and other significant natural systems. There are some trees on site which will be reviewed during site development to determine whether they will be protected or removed / mitigated.

(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.

Evaluation & Findings: The project site is located within an urban area with surrounding residential and institutional development. There are no adjacent agricultural areas and activities.

(VI) Fails to maximize use of existing public facilities and services.

Evaluation & Findings: With the project site being located within an area with existing development, the proposed development will utilize existing public facilities and services.

(VII) Fails to maximize use of future public facilities and services.

Evaluation & Findings: Any future improvements to the City’s public facilities and services will be utilized by the project site.

(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.

Evaluation & Findings: The project site is located within an existing developed area with existing public facilities and services. The proposed development will utilize existing public facilities and services and will not increase the time, money, and energy for providing and maintaining these facilities.

(IX) Fails to provide a clear separation between rural and urban uses.

Evaluation & Findings: The site is located within an urban area and is not adjacent to any rural zoned properties.

(X) Discourages or inhibits infill development or the redevelopment of existing neighborhoods and communities.

Evaluation & Findings: The proposed application will allow infill development on an under-utilized site.

(XI) Fails to encourage a functional mix of uses.

Evaluation & Findings: The project site is located within an existing residential and institutional area and will add to the mix of uses in the area.

(XII) Results in poor accessibility among linked or related land uses.

Evaluation & Findings: Accessibility to linked or related land uses will not be diminished. Access will be provided off of West Street which is directly across from the school property thereby preserving Walnut Street for residential access.

(XIII) Results in the loss of significant amounts of functional open space.

Evaluation & Findings: Additional proposed development will not reduce functional open space.

In addition to the preceding urban sprawl indicators, Florida Statutes Section 163.3177 also establishes eight (8) “Urban Form” criteria. An amendment to the Future Land Use Map is presumed to not be considered urban sprawl if it meets four (4) of the (8) urban form criteria. These urban form criteria, and an evaluation of each as each may relate to this application, are provided below. The applicant has provided an analysis of the application’s consistency with Section 163.3177 within the application materials and contends that the proposed amendment will not encourage urban sprawl by showing it meets four of the eight urban form criteria.

1. Directs or locates economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems.

Evaluation & Findings: The project site is located within developed area and thus directs the growth within the urban area.

2. Promotes the efficient and cost-effective provision or extension of public infrastructure and services.

Evaluation & Findings: The proposed development will use existing public infrastructure and existing services.

3. Promotes walkable and connected communities and provides for compact development and a mix of uses at densities and intensities that will support a range of housing choices and a multimodal transportation system, including pedestrian, bicycle, and transit, if available.

Evaluation & Findings: N/A

4. Promotes conservation of water and energy.

Evaluation & Findings: Development in core urban areas reduces the pressure to develop in areas further outside of the urban areas and uses existing services; the proposed office use will have low water and energy usage.

5. Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime farmlands and soils.

Evaluation & Findings: The project site is located within an urban area with surrounding development. There are no adjacent agricultural areas and activities. Development in core urban areas reduces the pressure to develop in agricultural areas.

6. Preserves open space and natural lands and provides for public open space and recreation needs.

Evaluation & Findings: N/A

7. Creates a balance of land uses based upon demands of the residential population for the nonresidential needs of an area.

Evaluation & Findings: The proposed site is located near residential uses, adding to the variety in the neighborhood and meeting the need for a low impact development for the neighborhood.

8. Provides uses, densities, and intensities of use and urban form that would remediate an existing or planned development pattern in the vicinity that constitutes sprawl or if it provides for an innovative development pattern such as transit-oriented developments or new towns as defined in s. 163.3164.

Evaluation & Findings: N/A

CONSISTENCY WITH THE COMPREHENSIVE PLAN

The following Goals, Objectives, and Policies (GOPs) support the proposed amendment to the Future Land Use Map of the City of Green Cove Springs 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 1.4.9: All developments, especially mixed use development shall be reviewed to assure internal and external compatibility and compatibility with the character of Green Cove Springs.

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.

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

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.

PUBLIC FACILITIES IMPACT

Traffic Impacts

Land Use ¹ (ITE)	Units	Daily		PM Peak	
		Rate	Trips	Rate	Trips
Maximum Development Potential Based on Existing FLU					
Single Family Homes (ITE 820)	3	9.57	29	1.01	3
Total	-	-	29	-	3

Land Use ¹ (ITE)	Square Feet	Daily		PM Peak	
		Rate	Trips	Rate	Trips
Proposed					
General Office (ITE 820)	3,920	11.01	43	1.49	6
Total	-	-	43	-	6

1. Source: Institute of Transportation Engineers: Trip Generation Manual 8th Edition

Conclusion: The proposed maximum development within the RPO Future Land Use Designation on the ±0.454-acre site would result in a potential net increase of over 14 Annual Average Daily Trips (AADT).

Potable Water Impacts

System Category	Gallons Per Day (GPD)
Current Permitted Capacity ¹	4,032,000
Less actual Potable Water Flows ²	1,204,000
Residual Capacity ¹	2,828,000
Projected Potable Water Demand from Proposed Project ³	612
Residual Capacity after Proposed Project	2,827,388

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2. Source: City of Green Cove Springs Public Works Monthly Operations Report for Water Production – April 2021

3. Source: City of Green Cove Springs Comprehensive Plan. Formula Used: (3,920 square feet / 100 square feet) x 0.038 x 2.72 x 150 gal per person

Conclusion: The City of Green Cove Springs has available capacity to meet demands from new development and does not anticipate this proposed future land use amendment or rezoning will exceed the City's adopted LOS or permitted capacity.

Sanitary Sewer Impacts – Harbor Plant

System Category	Gallons Per Day (GPD)
Current Permitted Capacity ¹	650,000
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Committed Loading ¹	92,000
Residual Capacity ¹	41,000
Percentage of Permitted Design Capacity Utilized ¹	94%
Projected Potable Water Demand from Proposed Project ²	490
Residual Capacity after Proposed Project	40,510

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Solid Waste Impacts

System Category	LBs Per Day / Tons per Year
Solid Waste Generated by Proposed Project ¹	33 lbs per day / 6 tons per year
Solid Waste Facility Capacity ²	Minimum 3 Years Capacity

1. Source: City of Green Cove Springs Comprehensive Plan. Formula Used: (3,920 square feet / 100 square feet) x 0.038 x 2.72 persons per dwelling unit x 8 lbs. per day) x 365

2. Source: Clay County Comprehensive Plan

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 estimated impacts from the proposed development are not expected to negatively impact the City's adopted LOS or exceed the County solid waste management facility's capacity.

STAFF COMMENTS

Staff will recommend West Street for the access point to the development to limit impact to the residential neighborhood surrounding the development.

Attachments include:

1. FLUM Application
2. Existing FLU map
3. Proposed FLU map

STAFF RECOMMENDATION

Staff recommends approval of the future land use amendment from RMD to RPO.

RECOMMENDED MOTION

Motion to recommend to City Council the approval of Ordinance O-09-2021, amending the future land use from Residential Medium Density to Residential Professional Office for property located at 3 West St.



Item # 3.

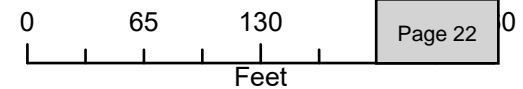
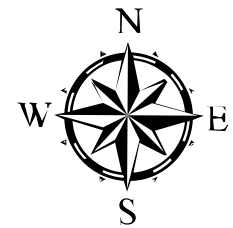
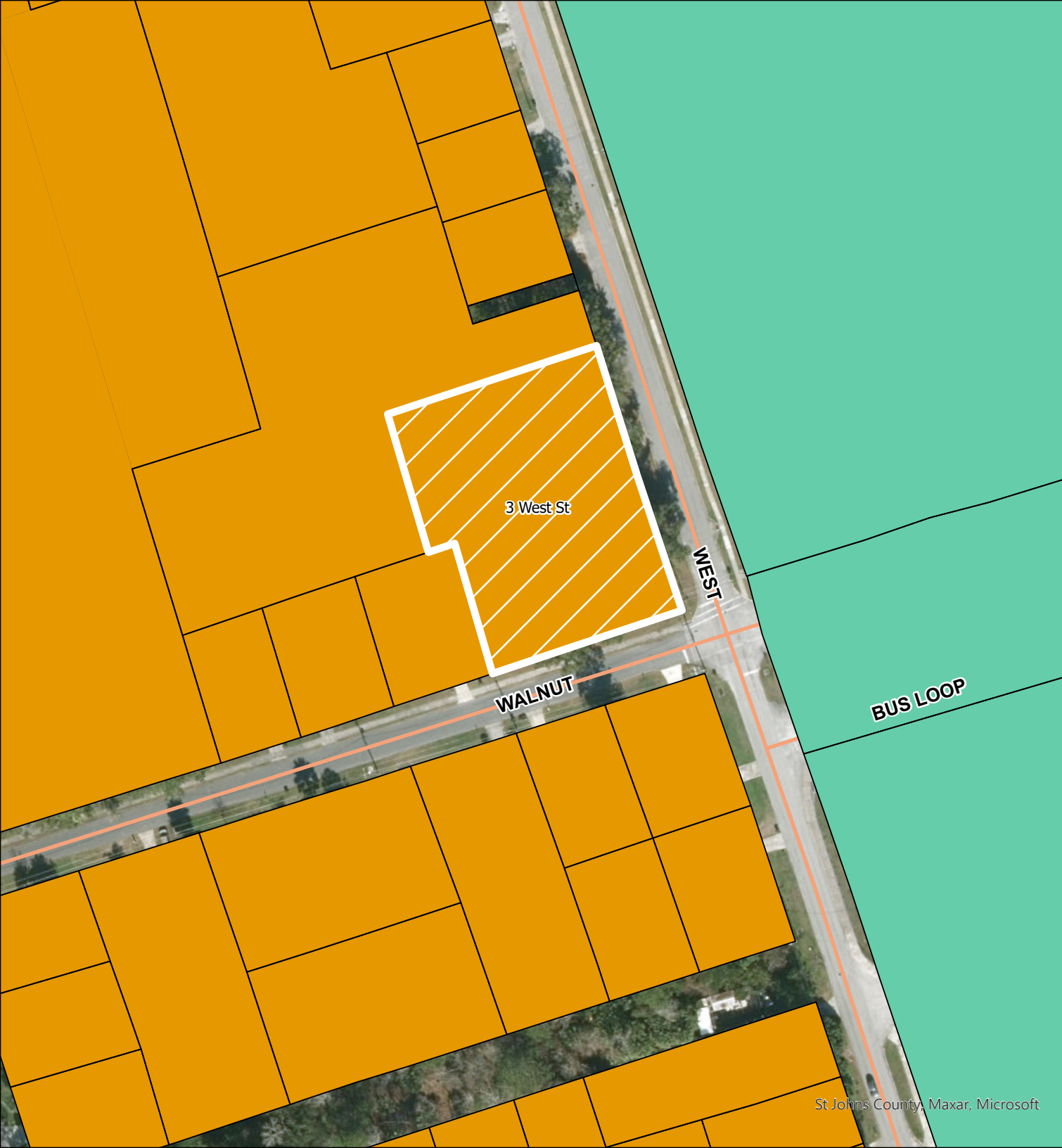
FLU Existing

Legend:

- Parcels
- Roads
- Project Site

LANDUSE

- RMD - Residential Medium Density (>4 - 8 DUs)
- INS - Institutional





Item # 3.

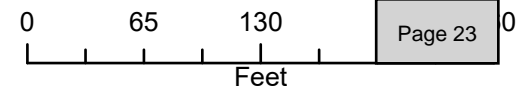
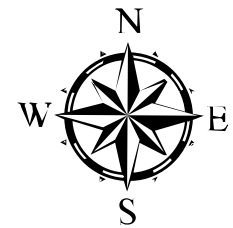
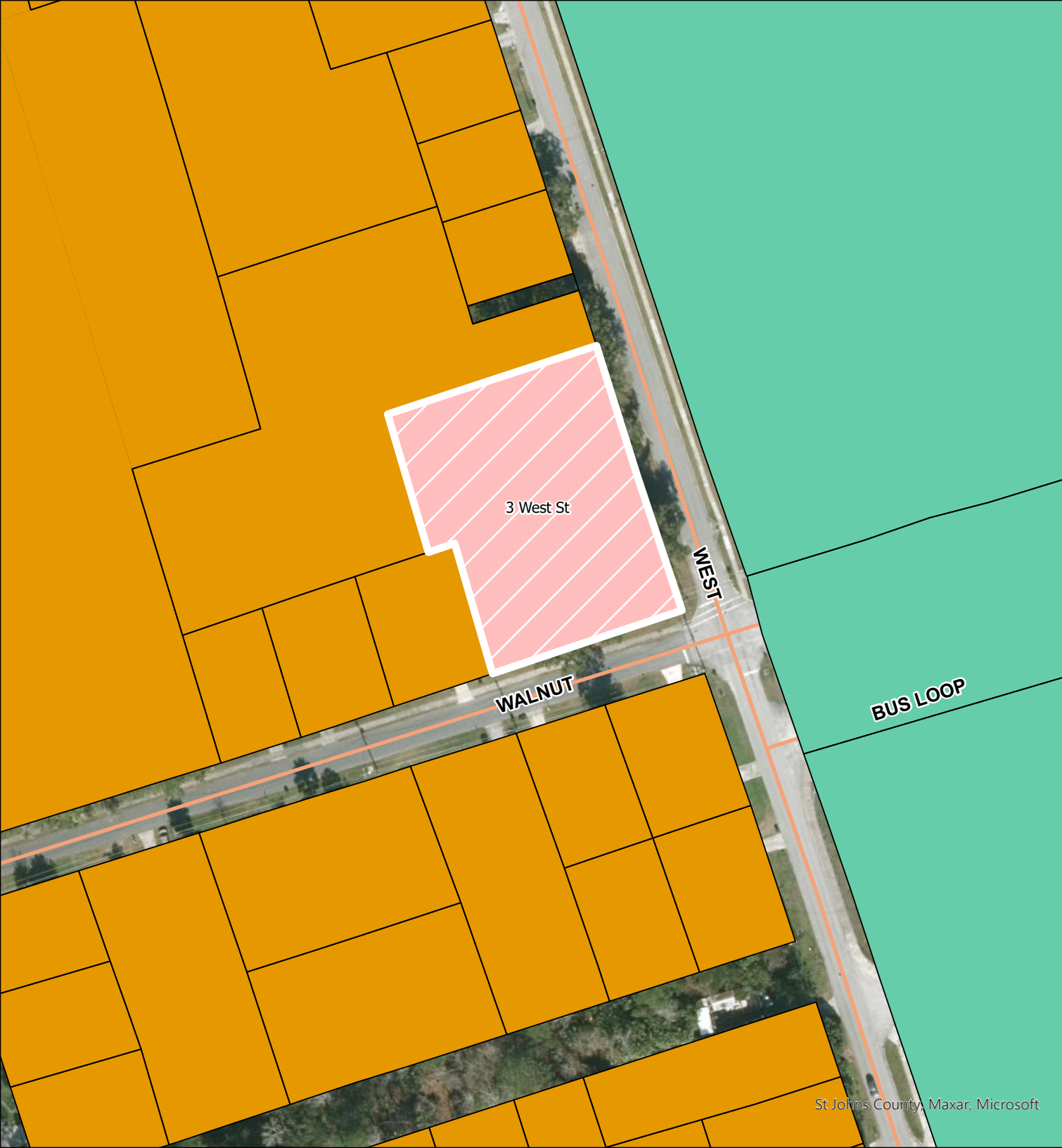
FLU Proposed

Legend:

- Parcels
- Roads
- Project Site

LANDUSE

- RMD - Residential Medium Density (>4 - 8 DUs)
- INS - Institutional
- RPO - Residential Professional Office



ORDINANCE NO. O-09-2021

AN ORDINANCE OF THE CITY COUNCIL OF GREEN COVE SPRINGS, FLORIDA AMENDING THE FUTURE LAND USE MAP FOR ±0.454 ACRES OF PROPERTY LOCATED AT 3 WEST ST, IDENTIFIED AS TAX ID NUMBER 017018-003-00, MORE PARTICULARLY DESCRIBED BY EXHIBIT “A”, FROM RMD, RESIDENTIAL MEDIUM DENSITY, TO RPO, RESIDENTIAL PROFESSIONAL OFFICE; PROVIDING FOR REPEALER, SEVERABILITY AND SETTING AN EFFECTIVE DATE.

RECITALS

WHEREAS, an application for a small-scale comprehensive plan amendment, as described below, to the Comprehensive Plan Future Land Use Map has been filed with the City; and

WHEREAS, a duly advertised public hearing was conducted on the proposed amendment on May 25, 2021 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 June 1, 2021 and June 15, 2021 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 GREEN COVE SPRINGS, FLORIDA AS FOLLOWS:

Section 1. Findings of Fact and Conclusions of Law.

1. The above recitals are true and correct and incorporated herein by reference.
2. The proposed Future Land Use Map amendment is consistent with the Comprehensive Plan.

3. The amendment will not cause a reduction in the adopted level of service standards for transportation, potable water, sanitary sewer, solid waste, stormwater, recreation, or public schools.

Section 2. Comprehensive Plan Future Land Use Map Amended. The Comprehensive Plan Future Land Use Map is hereby amended from Residential Medium Density to Residential Professional Office on Tax Parcel Number 38-06-26-017018-003-00 in accordance with the legal description found in Exhibit “A” and map found in Exhibit “B” attached hereto.

Section 3. 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 4. Repealing Clause. All ordinance or parts of ordinances in conflict herewith are, to the extent of the conflict, hereby repealed.

Section 5. 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 6. Effective Date. The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the state land planning agency notifies the City that the plan amendment package is complete in accordance with Chapter 163.3184 F.S. If timely challenged, this amendment shall become effective on the date the state land planning agency or the Administrative Council enters a final order determining this adopted amendment to be in compliance in accordance with Chapter 163.3184 F.S. No development orders, development permits, or land uses dependent on this amendment may be issued or commenced before this plan amendment has become effective.

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 1st DAY OF JUNE 2021.

CITY OF GREEN COVE SPRINGS, FLORIDA

Edward R. Gaw, 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 15th DAY OF JUNE 2021.

CITY OF GREEN COVE SPRINGS, FLORIDA

Edward R. Gaw, Mayor

ATTEST:

Erin West, City Clerk

APPROVED AS TO FORM:

L. J. Arnold, III, City Attorney

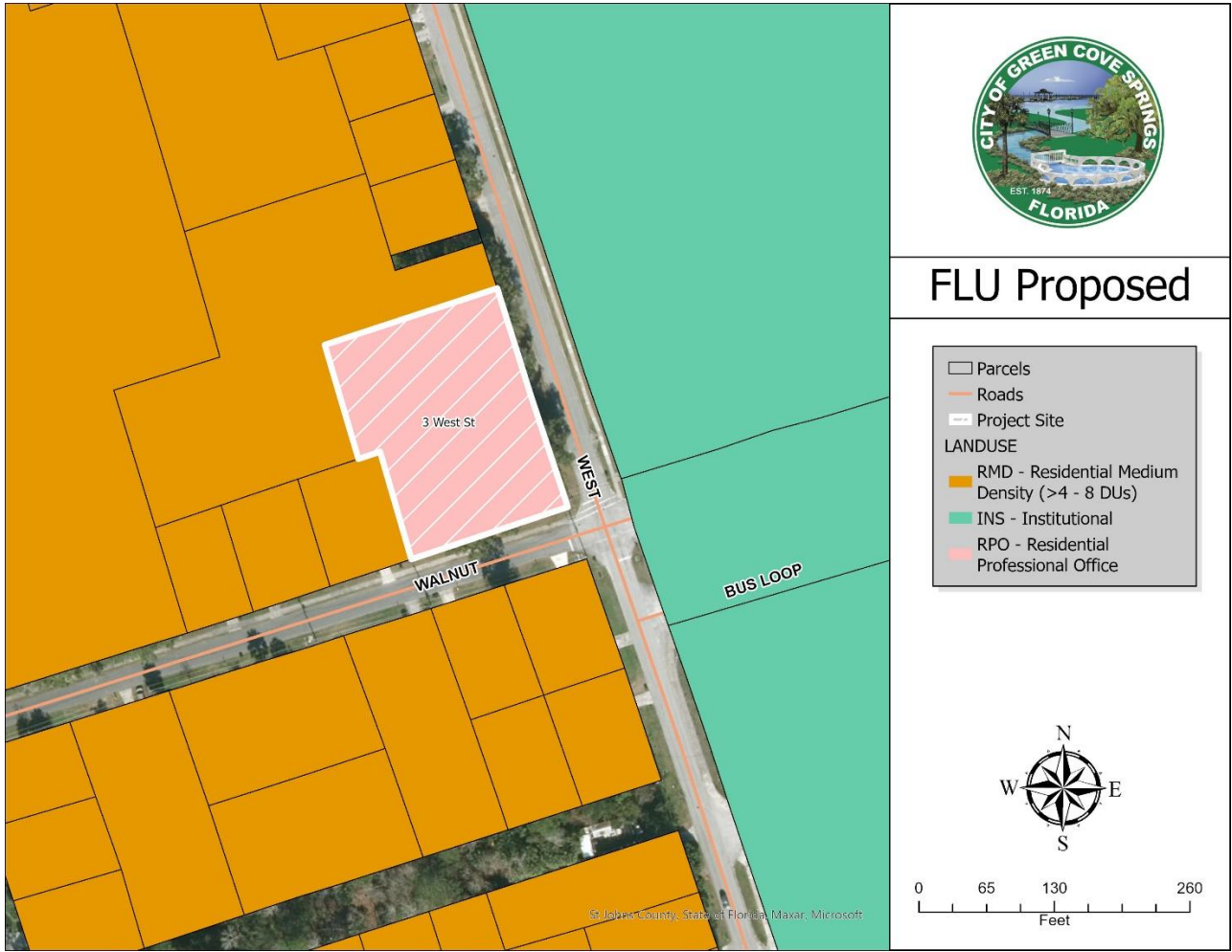
EXHIBIT “A”

Tax Parcel Number 38-06-26-017018-003-00

LEGAL DESCRIPTION

LOTS NO. 15, 16, AND 20, AND THE EASTERLY 72.00 FEET OF LOT NO. 19 OF CAMPBELL’S SUBDIVISION OF LOT “A” OF BLOCK 57, OF THE PALMER & FERRIS TRACT IN THE CITY OF GREEN COVE SPRINGS AS RECORDED IN PLAT BOOK 2, PAGE 1 OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA, AS RECORDED IN MAP BOOK 6, PAGE 16 OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA.

EXHIBIT "B"





FOR OFFICE USE ONLY		Item # 3.
P Z File #	FLUS-21-001	
Application Fee:	750 + 75	
Filing Date:	4/26/21	Acceptance Date: _____
Review Date:	SRDT _____	P & Z _____ CC _____

Small Scale Future Land Use Map Amendment Application

A. PROJECT

- Project Name: Phase I - Proposed Office Building
- Address of Subject Property: 3 West Street
- Parcel ID Number(s): 38-06-26-017018-003-00
- Existing Use of Property: Vacant
- Future Land Use Map Designation: RMD
- Existing Zoning Designation: R-2
- Proposed Future Land Use Map Designation: RPO
- Acreage (must be 10 acres or less): 0.454

B. APPLICANT

- Applicant's Status: Owner (title holder) Agent
- Name of Applicant(s) or Contact Person(s): Carolyn Edwards Title: Exec Dir
 Company (if applicable): Clay County Habitat for Humanity, Inc.
 Mailing address: 1717 Blanding Boulevard
 City: Middleburg State: Florida ZIP: 32068
 Telephone: () 904 282-7590 FAX: () _____ e-mail: admin@clayhabitat.org
- If the applicant is agent for the property owner*
 Name of Owner (title holder): N/A
 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.

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

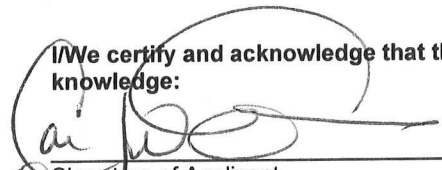
D. ATTACHMENTS

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. A map showing the zoning designations on surrounding properties
3. A current aerial map (Maybe obtained from the Clay County Property Appraiser.)
4. Plat of the property (Maybe obtained from the Clay County Property Appraiser.)
5. Legal description with tax parcel number.
6. Boundary survey
7. Warranty Deed or the other proof of ownership
8. Fee.
 - a. \$750
 - 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 8 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 <u>Carlyn Edwards, Exec. Dir.</u> _____ Typed or printed name and title of applicant <u>April 20, 2021</u> _____ Date State of <u>Florida</u> County of <u>Clay</u>	_____ Signature of Co-applicant _____ Typed or printed name of co-applicant _____ Date
--	---

The foregoing application is acknowledged before me this 20th day of April, 2021, by Carlyn Edwards, who is/are personally known to me, or who has/have produced WA as identification.

NOTARY SEAL



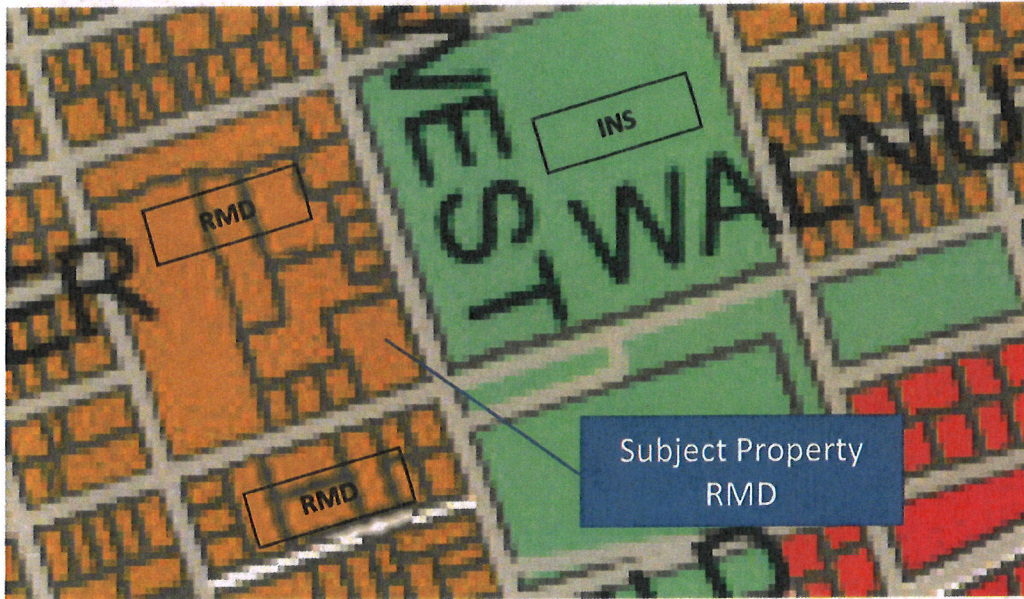
Heather J. Stamps
 Signature of Notary Public, State of Florida
Heather J. Stamps

exp. 07/04/2021

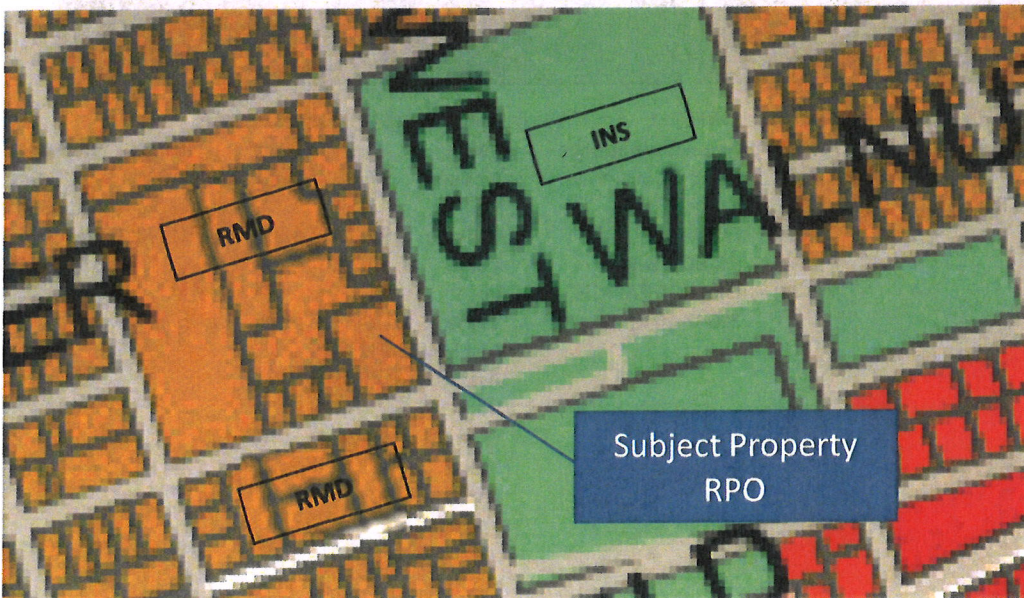
Statement of Proposed Land Use Change:

Parcel #38-06-26-017018-003-00 located at 3 West Street has a current FLU designation as RMD with a zoning designation of R-2. The applicant is proposing a change of land use to RPO to allow a neighborhood office building to be constructed that would be compatible with the Residential Medium Density land use on north and west of the site and Institutional Use on east of the site.

Current Land Use Map:



Proposed Land Use Map:





STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: Planning & Zoning Commission **MEETING DATE:** May 25, 2021
FROM: Michael Daniels, AICP, Planning & Zoning Director
SUBJECT: Rezoning from R-2 to Residential Professional Office (RPO) for property located at 3 West St

PROPERTY DESCRIPTION

APPLICANT: Carolyn Edwards (HFH) **OWNER:** Clay County Habitat for Humanity
PROPERTY LOCATION: 3 West St
PARCEL NUMBER: 017018-003-00
FILE NUMBER: FLUS-21-001 & ZON-21-001
CURRENT ZONING: R-2
FUTURE LAND USE DESIGNATION: RMD

SURROUNDING LAND USE

NORTH: Vacant / Single Family Homes **SOUTH:** Single Family Homes
EAST: Institutional (Green Cove Junior High) **WEST:** Single Family Homes

BACKGROUND

Habitat for Humanity has applied for a future land use amendment from Residential Medium Density to Residential Professional Office and a concurrent zoning change from R-2 to Residential Professional Office for the subject property. The applicant is proposing building an office on-site, which would be constructed to be compatible with the surrounding uses. Approval of the land use amendment and rezoning would not guarantee approval of the proposed site development.

PROPERTY DESCRIPTION

The property is located at the corner of West Street and Walnut Street. It is approximately 0.454 acres. There is a small structure on site noted as a utility building by the Property Appraiser, located in the northwestern corner of the property. A demolition permit was issued for a single-family residence on the property in approximately 2010. The site is partially wooded with a combination of oak and cedar trees. There is a five-foot sidewalk constructed along Walnut Street abutting the property. There is not a sidewalk along West Street, but there is a curb cut into the property from West Street.

Figure 1. Google StreetView Image from Walnut Street (Jan 2019)



Figure 2. Aerial Map

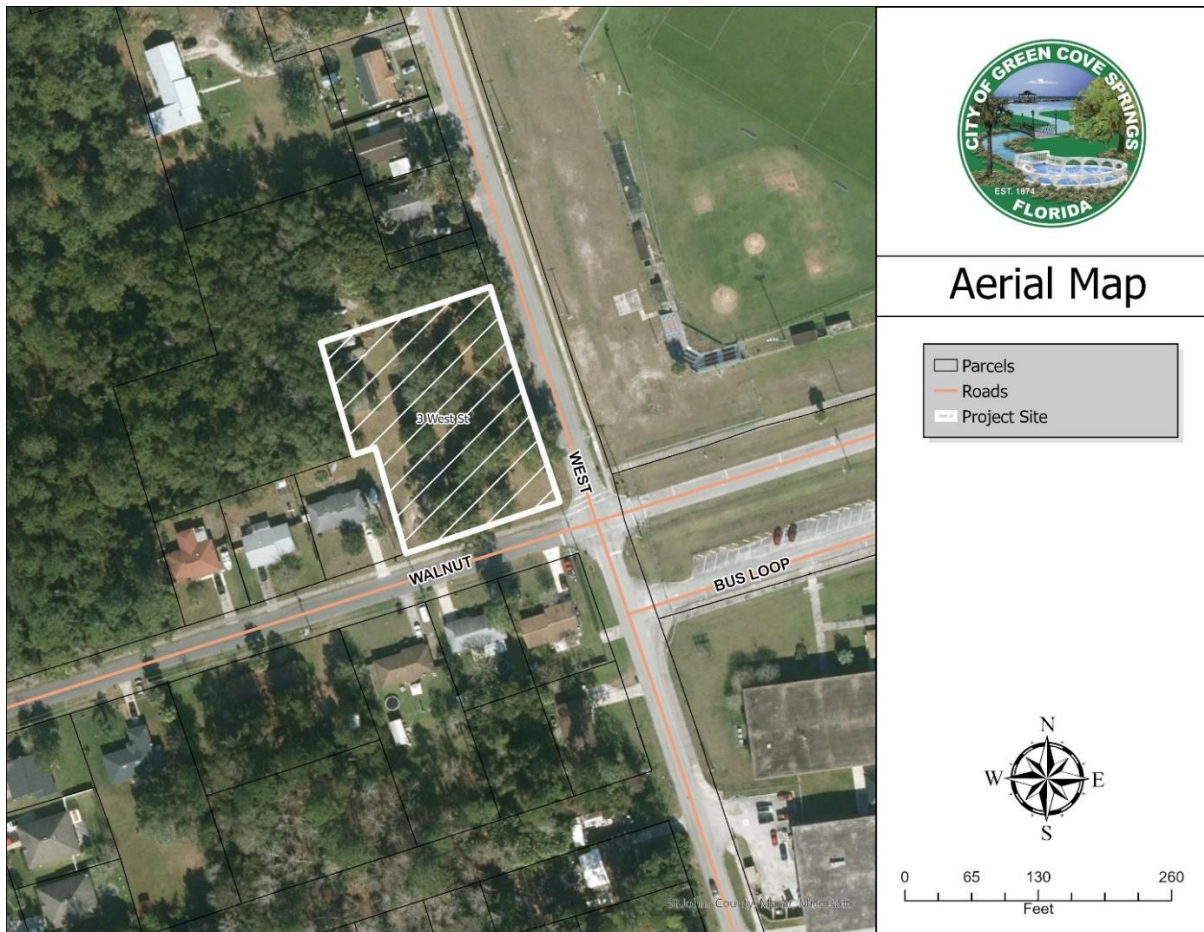


Table 1. FLUM Designation Comparison

	Existing	Proposed
FLUM District	Residential Medium Density	Residential Professional Office
Max. Floor Area Ratio / Density	>4 to 8 dwelling units per acre	>4 to 8 dwelling units per acre or commercial FAR of 0.2.
Typical Uses	Duplex dwellings, multi-family dwellings, single-family dwellings, churches, group homes, housing for the elderly and similar uses	Residential, business, professional, medical, and dental offices services. Churches and retail, in limited situations, may also be included

Table 2. Zoning District Comparison

	R-2	Residential Professional Office*
Minimum Lot Area	5,000 square feet	6,000 square feet
Minimum Lot Width	50 feet	50 feet
Front Setback	20 feet	20 feet
Rear Setback	10 feet	10 feet
Side Setback	7.5 feet (15' on corner)	7.5 feet (or 10% of lot width, whichever is greater)
Lot Coverage / FAR	35%	0.2
Max Structure Height	35 feet	35 feet
Parking Requirement	2 spaces per home (one in garage and one in driveway)	1 space per 250 square feet of gross floor area

***Note:** The Residential Professional Office zoning district also permits attached and detached dwellings by right, and if the property is developed for use as a dwelling instead of commercially, it would be subject to the density controls established in the R-2 zoning district, provided above.

CONSISTENCY WITH THE COMPREHENSIVE PLAN

The following Goals, Objectives, and Policies (GOPs) support the proposed amendment to the Future Land Use Map of the City of Green Cove Springs Comprehensive Plan:

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Percentage of Permitted Design Capacity Utilized ¹	94%
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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 estimated impacts from the proposed development are not expected to negatively impact the City’s adopted LOS or exceed the County solid waste management facility’s capacity.

STAFF COMMENTS

Staff will recommend West Street for the access point to the development to limit impact to the residential neighborhood surrounding the development.

Attachments include:

1. Rezoning Application
2. Existing Zoning map
3. Proposed Zoning map

STAFF RECOMMENDATION

Staff recommends approval of the rezoning from R-2 to RPO.

RECOMMENDED MOTION

Motion to recommend to City Council the approval of Ordinance O-10-2021, amending the official zoning map from R-2 to Residential Professional Office for property located at 3 West St.



Item # 4.

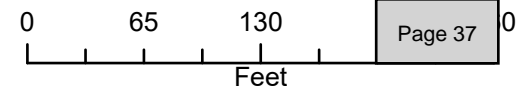
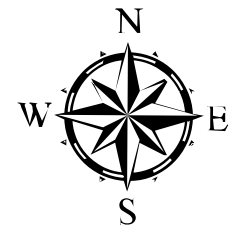
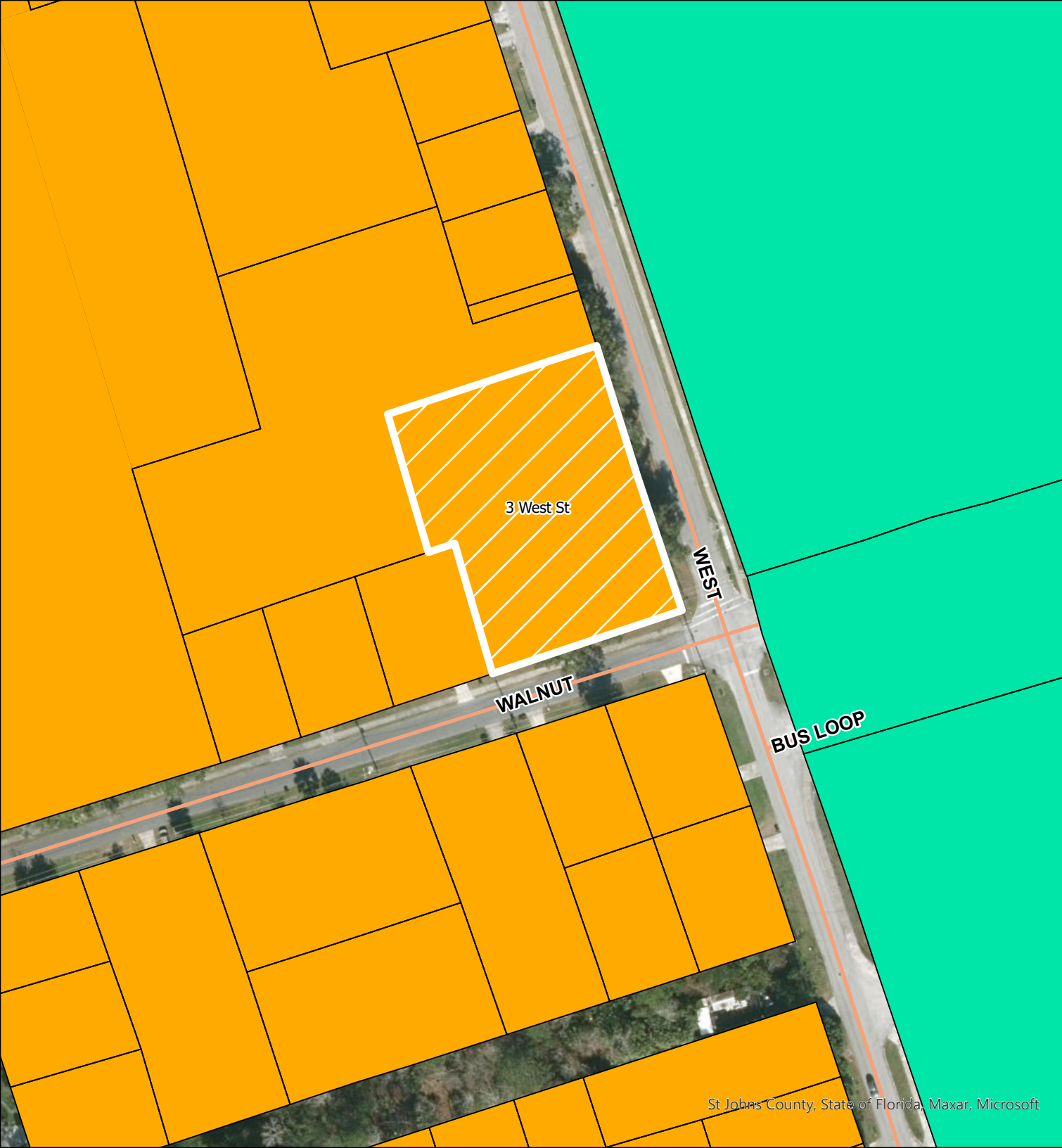
Zoning Existing

Legend for the zoning map:

- Parcels (represented by a black outline)
- Roads (represented by a red line)
- Project Site (represented by a white outline)

ZONING

- R-2 (represented by an orange color swatch)
- INS (represented by a green color swatch)





Item # 4.

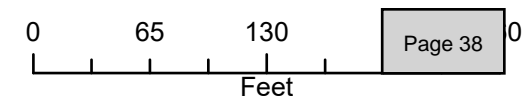
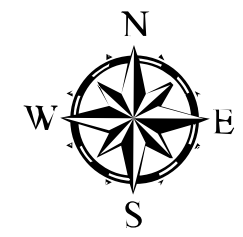
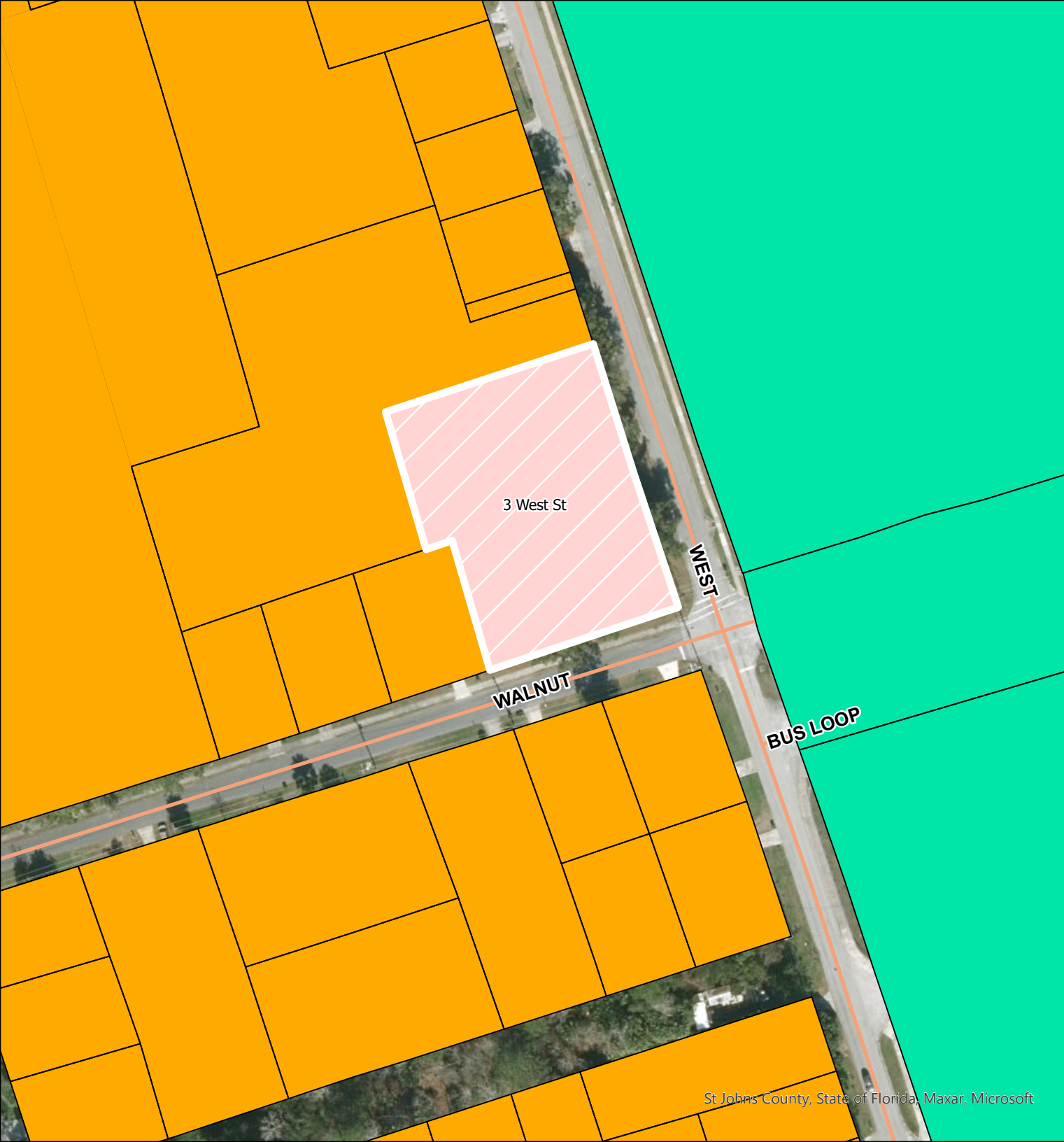
Zoning Proposed

Legend:

- Parcels
- Roads
- Project Site

ZONING

- R-2
- RPO
- INS



ORDINANCE NO. O-10-2021

AN ORDINANCE OF THE CITY COUNCIL OF GREEN COVE SPRINGS, FLORIDA REZONING ±0.454 ACRES OF PROPERTY LOCATED AT 3 WEST ST, IDENTIFIED AS TAX ID NUMBER 017018-003-00, MORE PARTICULARLY DESCRIBED BY EXHIBIT “A”, FROM R-2, MEDIUM DENSITY RESIDENTIAL, TO RPO, RESIDENTIAL PROFESSIONAL OFFICE; PROVIDING FOR REPEALER, SEVERABILITY AND SETTING AN EFFECTIVE DATE.

WHEREAS, the City has received a request to amend the Future Land Use Map for the subject parcel from Residential Medium Density to Residential Professional Office; and

WHEREAS, the City approved the Future Land Use Map amendment for the subject property such that it will be designated as RPO, Residential Professional Office on the Future Land Use Map of the City, and

WHEREAS, the City has received a request to rezone the subject parcel from R-2 to Residential Professional Office; 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 May 25, 2021 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 June 1, 2021 and June 15, 2021 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 to RPO, Residential Professional Office:

Tax Parcel ID# 38-06-26-017018-003-00, 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 1st DAY OF JUNE 2021.

CITY OF GREEN COVE SPRINGS, FLORIDA

Edward R. Gaw, 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 15TH DAY OF JUNE 2021.

CITY OF GREEN COVE SPRINGS, FLORIDA

Edward R. Gaw, Mayor

ATTEST:

Erin West, City Clerk

APPROVED AS TO FORM:

L. J. Arnold, III, City Attorney

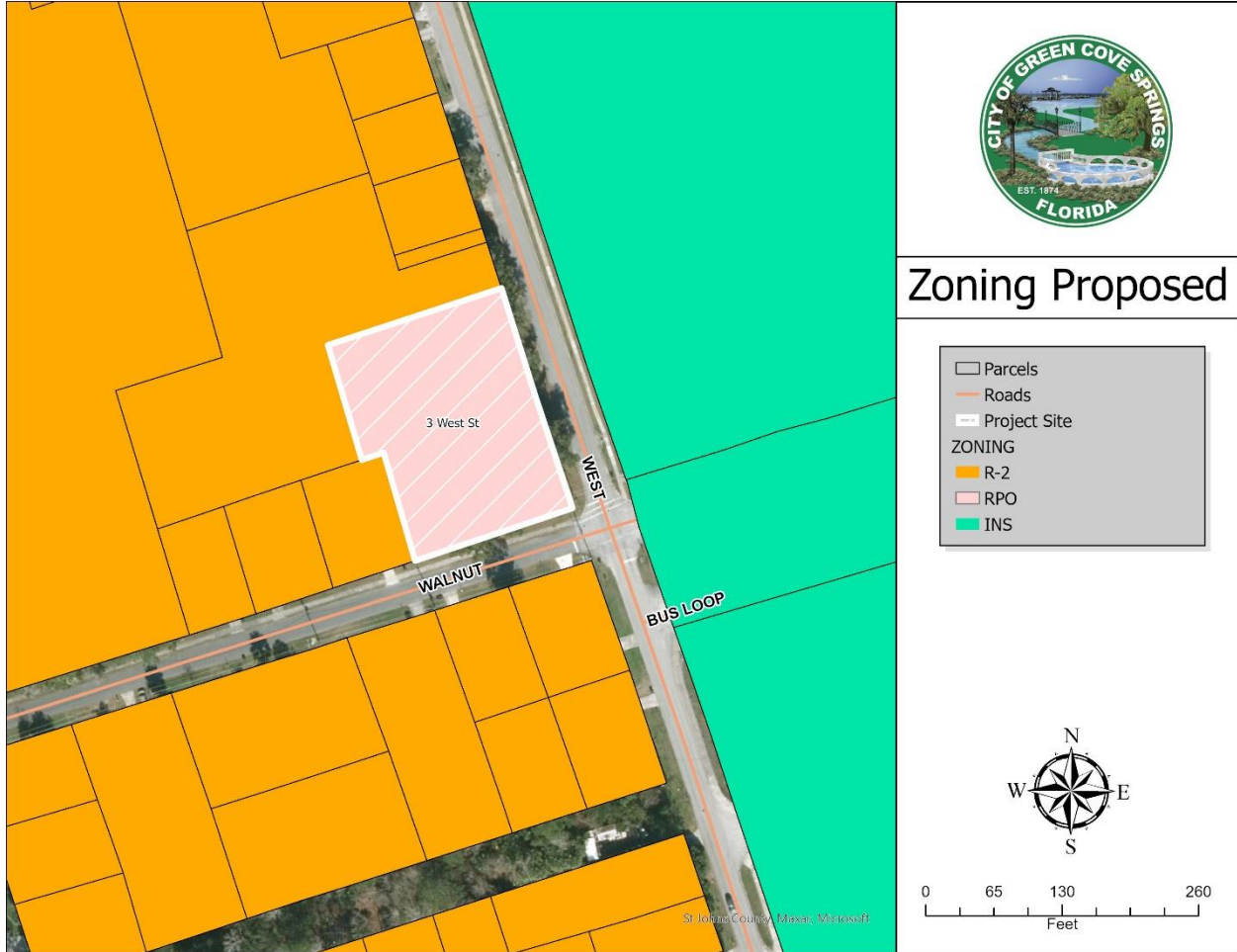
EXHIBIT “A”

Tax Parcel Number 38-06-26-017018-003-00

LEGAL DESCRIPTION

LOTS NO. 15, 16, AND 20, AND THE EASTERLY 72.00 FEET OF LOT NO. 19 OF CAMPBELL’S SUBDIVISION OF LOT “A” OF BLOCK 57, OF THE PALMER & FERRIS TRACT IN THE CITY OF GREEN COVE SPRINGS AS RECORDED IN PLAT BOOK 2, PAGE 1 OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA, AS RECORDED IN MAP BOOK 6, PAGE 16 OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA.

EXHIBIT "B"





FOR OFFICE USE ONLY

Item # 4.

P Z File # ZON-21-001

Application Fee: 750 + 75

Filing Date: 4/26/21 Acceptance Date: _____

Review Date: SRDT _____ P & Z _____ CC _____

Rezoning Application

A. PROJECT

- 1. Project Name: Phase I - Proposed Office Building
- 2. Address of Subject Property: 3 West Street
- 3. Parcel ID Number(s): 38-06-26-017018-003-00
- 4. Existing Use of Property: Vacant
- 5. Future Land Use Map Designation : RPO
- 6. Existing Zoning Designation: R2
- 7. Proposed Zoning Designation: RPO
- 8. Acreage: 0.454

B. APPLICANT

- 1. Applicant's Status Owner (title holder) Agent
- 2. Name of Applicant(s) or Contact Person(s): Carolyn Edwards Title: Exec Dir
 Company (if applicable): Clay County Habitat for Humanity, Inc.
 Mailing address: 1717 Blanding Boulevard
 City: Middleburg State: Florida ZIP: 32068
 Telephone: 904 282-7590 FAX: () e-mail: admin@clayhabitat.org
- 3. If the applicant is agent for the property owner*
 Name of Owner (titleholder): N/A
 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.

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. Fee.
 - a. \$750 plus \$20 per acre over 5
 - 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 7 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.

[Handwritten Signature]

 Signature of Applicant
Carolyn Edwards, Executive Director

 Typed or printed name and title of applicant

 Signature of Co-applicant

 Typed or printed name of co-applicant

April 20, 2021

 Date

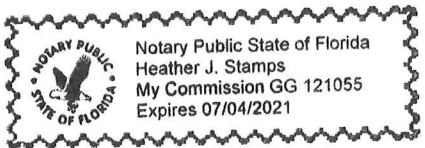
 Date

State of Florida County of Clay

The foregoing application is acknowledged before me this 20th day of April, 2021, by Carolyn Edwards

Edwards, who is/are personally known to me, or who has/have produced NA as identification.

NOTARY SEAL



exp 07/04/2021

Heather J. Stamps

 Signature of Notary Public, State of Florida
Heather J. Stamps

Statement of Proposed Zoning Change:

Parcel #38-06-26-017018-003-00 located at 3 West Street has a current zoning designation of R-2. The applicant is proposing a change in zoning to RPO to allow a neighborhood office building to be constructed that would be compatible with the Res-2 zoning on north and west of the site and Institutional Use on east of the site.

Current Zoning Map:



Proposed Zoning Map:





STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: Planning & Zoning Commission **MEETING DATE:** May 25, 2021
FROM: Michael Daniels, AICP, Planning & Zoning Director
SUBJECT: Proposed Changes to the Riverfront Residential Zoning District

BACKGROUND

Staff is proposing the following changes to the Zoning Ordinance:

- a. Add Commercial uses allowed in the C-1 Zoning (and Restaurants with no drive-through) as permitted accessory uses in the RRF Zoning District with the following limitations:
 - (1) The commercial use shall be part of a planned development in which not more than 10 percent of the gross floor area of the residential units (both single-family and multifamily) is devoted to a commercial use which is not otherwise permitted in the underlying use zone. For example, if a 100-unit development contained homes that each had a gross floor area of 2,000 square feet, a commercial use that was no larger than 20,000 square feet could be permitted. In measuring the square footage of the commercial use all features such as setbacks, access, parking, drainage, and landscaping shall be included.
 - (2) The commercial use areas shall be supportive of and/or complementary to the other uses within the planned unit development and scaled to meet the needs primarily of the residents of the project.

Staff has been approached by a developer for a 46-acre parcel located along SR 16 and the St Johns River about the potential development of 20 units per acre condo project. They would also like to have the flexibility to provide a restaurant overlooking the River. In reviewing the zoning regulations, staff found that the RRF Zoning District only allows residential development. As a result, staff is recommending a revision to the Zoning District to allow for limited accessory commercial uses. The proposed ordinance is supported by the following goals, objectives, and policies from the City's Comprehensive Plan:

FUTURE LAND USE ELEMENT

Objective 1.12

Green Cove Springs shall consider energy demand, supply, and infrastructure in land use planning.

- Policies
- 1.12.1 Green Cove Springs shall promote more compact and energy/ resource efficient residential development patterns where the location is in close proximity to transit, work, and services to reduce vehicle miles traveled.
 - 1.12.2 The City shall promote integrated land use patterns linking residential and nonresidential areas where feasible.

Objective 1.4

The City shall eliminate or reduce those existing and proposed uses which are inconsistent with the City's character as outlined through existing ordinances relating to landscaping, buffering, subdivision, etc. by utilizing the City "Site Development Plan" review process.

Policies 1.4.8 The City shall promote mixed use development and add mixed use land use categories to its Future Land Use map.

FISCAL IMPACT

This proposed amendment will support and invite development which will grow the City's tax base.

RECOMMENDATION

Motion to recommend to City Council approval of Ordinance No. O-11-2021 amending City Code Chapter 117, Article II, Division 5.

ORDINANCE NO. O-11-2021

AN ORDINANCE OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, AMENDING CHAPTER 117 OF THE CITY CODE TO REVISE THE RESIDENTIAL RIVERFRONT ZONING DISTRICT, PROVIDING FOR ACCESSORY COMMERCIAL USES WITHIN THE RESIDENTIAL RIVERFRONT ZONING DISTRICT; PROVIDING FOR THE RENUMBERING OF THE REMAINING SECTIONS WITHIN THIS ZONING DISTRICT; PROVIDING FOR CONFLICTS, SEVERABILITY AND SETTING AN EFFECTIVE DATE.

WHEREAS, the City Code was adopted to promote the health, safety, morals and general welfare of the community; and

WHEREAS, it is necessary to amend the land development regulations from time to time to update the permitted uses, permitted special exceptions and accessory uses within the zoning districts to fit the character of development in the City; and

WHEREAS, the City Comprehensive Plan promotes mixed use development and linking residential and non-residential areas where feasible; and

WHEREAS, the Green Cove Springs City Council has determined that this amendment is consistent with the Comprehensive Plan, is in the best interest of the public, and will promote the public health, safety and welfare of the City.

DIVISION 5. - RIVERFRONT RESIDENTIAL LAND USE ZONING CATEGORY

Sec. 117-145. - Intent.

The residential riverfront land use category is intended to provide for multiple-family housing areas with densities of 12 to 20 dwelling units per acre. The development must have a minimum of ten acres and be located on the St. Johns River. It should be situated so that it is well served by public services and have direct access to a collector street or major thoroughfares. Careful attention must be given to traffic generation from this district to minimize impact on single-family districts.

Sec. 117-146. - Permitted uses.

The following are permitted uses in the residential riverfront, RRF land use category:

- (1) Single-family attached and detached dwelling units;
- (2) Duplexes;
- (3) Multifamily dwelling units with or without garages;
- (4) Churches.

Sec 117-147. –Accessory Uses

- (1) The commercial use shall be part of a planned development in which not more than 10 percent of the gross floor area of the residential units (both single-family and multifamily) is devoted to a commercial use which is not otherwise permitted in the underlying use zone. For example, if a 100-unit development contained homes that each had a gross floor area of 2,000 square feet, a commercial use that was no larger than 20,000 square feet could be permitted. In measuring the square footage of the commercial use all features such as setbacks, access, parking, drainage, and landscaping shall be included.
- (2) The commercial use areas shall be supportive of and/or complementary to the other uses within the planned unit development and scaled to meet the needs primarily of the residents of the project.
- (3) Building permits for commercial uses may not be issued until the residential units within the approved PUD have received their Certificate of Occupancy.
- (4) Permitted Commercial Accessory Uses include:
 - a. Permitted Uses within the C-1 Zoning District;
 - b. Restaurants without drive through facilities.

Sec. 117-148. - Development criteria.

Any development in the RRF land use category must meet the following development criteria.

- (1) Minimum acreage: Ten acres.
- (2) Maximum density: 20 units per acre.
- (3) Location: A portion of the parcel boundary must be on the St. Johns River.

Sec. 117-149. - PUD (planned unit development) required.

A PUD rezoning, in compliance with section 117-421, is required in order to develop each RRF parcel.

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 1st DAY OF JUNE 2021.

CITY OF GREEN COVE SPRINGS, FLORIDA

Edward R. Gaw, 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 MAY 2021.

CITY OF GREEN COVE SPRINGS, FLORIDA

Edward R. Gaw, Mayor

ATTEST:

Erin West, City Clerk

APPROVED AS TO FORM:

L. J. Arnold, III, City Attorney

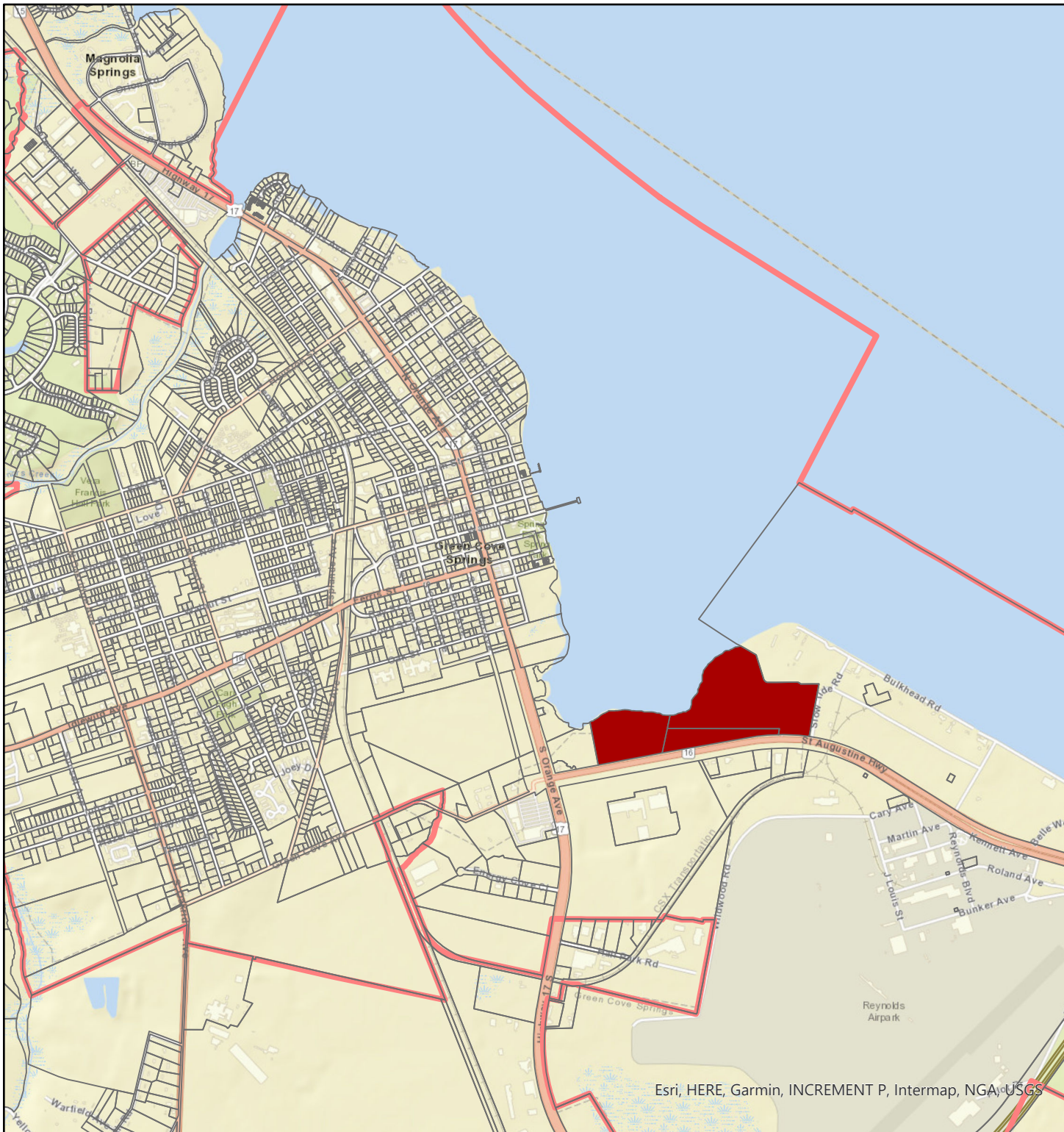


RRF Zoning District

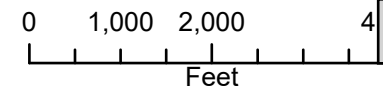
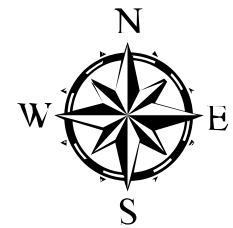
ZONING

 RRF

World Street Map



Esri, HERE, Garmin, INCREMENT P, Intermap, NGA, USGS



DIVISION 5. - RIVERFRONT RESIDENTIAL LAND USE ZONING CATEGORY

Item # 5.

Sec. 117-145. - Intent.

The residential riverfront land use category is intended to provide for multiple-family housing areas with densities of 12 to 20 dwelling units per acre. The development must have a minimum of ten acres and be located on the St. Johns River. It should be situated so that it is well served by public services and have direct access to a collector street or major thoroughfares. Careful attention must be given to traffic generation from this district to minimize impact on single-family districts.

(Code 2001, § 102-90; Ord. No. O-03-2013, § 2, 2-19-2013)

Sec. 117-146. - Permitted uses.

The following are permitted uses in the residential riverfront, RRF land use category:

- (1) Single-family attached and detached dwelling units;
- (2) Duplexes;
- (3) Multifamily dwelling units with or without garages;
- (4) Churches.

(Code 2001, § 102-91; Ord. No. O-03-2013, § 2, 2-19-2013; Ord. No. O-06-2016, § 4, 6-7-2016)

Sec. 117-147. - Development criteria.

Any development in the RRF land use category must meet the following development criteria.

- (1) Minimum acreage: Ten acres.
- (2) Maximum density: 20 units per acre.
- (3) Location: A portion of the parcel boundary must be on the St. Johns River.

(Ord. No. O-03-2013, § 2, 2-19-2013)

Sec. 117-148. - PUD (planned unit development) required.

A PUD rezoning, in compliance with section 117-421, is required in order to develop each RRF parcel.

(Code 2001, § 102-92; Ord. No. O-03-2013, § 2, 2-19-2013)

Secs. 117-149—117-179. - Reserved.

Sec. 117-227. - Permitted uses.

The following are permitted uses in the commercial medium intensity land use (CMI), C-1 neighborhood commercial zoning category:

- (1) Any use permitted in the RPO, residential professional office category.
- (2) Retail and repair establishments limited to the following: antique shops, art supplies, barbershops and beauty shops, book and stationery shops, cameras and photographic supplies, cigar or smoke shops, clock shops, convenience stores (not including gas pumps), drapery shops, financial institutions without drive-through facilities, florist shops, funeral homes, gift shops, gun sales and repair, hobby and craft shops, interior decorating, jewelry stores, leather shops, locksmiths, luggage shops, office and/or business machines, office and/or business supplies, newsstands, opticians, paint and wallpaper stores, professional offices, shoe repair stores, tailor and/or dressmaker shops, watch repair.

(Code 2001, § 102-147; Ord. No. O-01-2000, § 3.02.02(II)(B)(2), 6-6-2000; Ord. No. O-08-2011, § 6, 12-6-2011)



Green Cove Springs Comprehensive Plan Update

Public Workshop #1 Notes



WORKSHOP INFORMATION

Date: Thursday, May 6 @ 6:00 pm
Venue: Clay Theatre (326 Walnut St) & Zoom Virtual Meeting

WORKSHOP ATTENDEES

- | | |
|---|------------------------------------|
| 1. Van Royal, Mayor | 20. Jackie Tomlin |
| 2. Ed Gaw, Vice Mayor | 21. James Pernell Sr. ¹ |
| 3. Henrietta Francis, P&Z Chair | 22. Janey Fox |
| 4. Steve Kennedy, City Manager | 23. JoAnn Jackson ¹ |
| 5. Mike Null, Assistant City Manager | 24. Jay Humphrey |
| 6. Mike Daniels, Planning & Zoning Director | 25. Kayla Hall |
| 7. Tiffanie Kelly, Public Information Officer | 26. Krissy Weeks ¹ |
| 8. Pat Tyjeski, S&ME Project Manager | 27. Marcia ¹ |
| 9. Jalisa Harris, S&ME Staff Planner | 28. Michael ¹ |
| 10. Nick Hill, S&ME Staff Planner | 29. Michelle Reaves ¹ |
| 11. Katie Martin, S&ME Staff Planner ¹ | 30. Michelle Sweatland |
| 12. Bob Page | 31. Mike McNamey |
| 13. Brian Burke ¹ | 32. Reese Ott |
| 14. Bryan Treadmay | 33. Sandra Ott |
| 15. Carolyn Edwards ¹ | 34. Sandra Royal |
| 16. Cindy Ross | 35. Tammy Esteves ¹ |
| 17. Debby Jones | 36. Tod Sweatland |
| 18. Gaylee Page | 37. Velda Hogans |
| 19. Hope Chessel | |



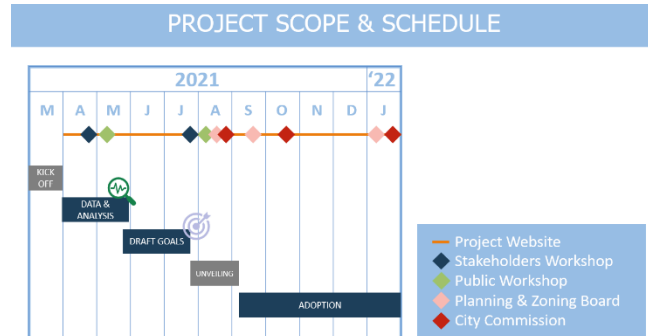
¹ Via Zoom

PRESENTATION SUMMARY

The first Public Workshop for the City of Green Cove Springs Comprehensive Plan Update project took place on Thursday, May 6, 2021 from 6:00 to 8:00 PM. After a brief introduction to the project by Mike Daniels, Pat Tyjeski began the presentation, which addressed the following topics (a copy of the presentation is appended to this document as **Appendix A**).

Plan Update Scope and Schedule

Pat explained the purpose and intent of the plan’s eight (8) elements. She then noted that each element has two (2) major components, the Data and Analysis (which provides the factual basis for what needs to be addressed or updated in the comprehensive plan) and the Goals, Objectives and Policies (which are the mechanisms used to implement the plan).



Responsibilities for the project’s completion are shared between S&ME and the City of Green Cove Springs—S&ME will update the Future Land Use and Transportation Elements, while City Staff will update the remaining six (6) elements.

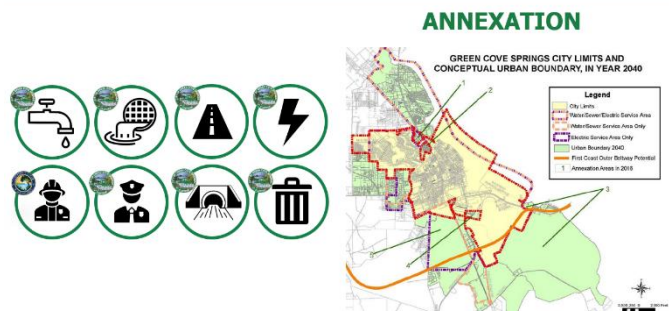
Pat explained that the update process is expected to take a total of 11 months, stretching from March 2021 to January 2022, and is currently in the data collection and analysis phase. After, Pat reminded the audience that another workshop is tentatively scheduled for August of this year, where the project team will unveil the first draft of the revised comprehensive plan for critique and comments by the public.

Challenges and Opportunities

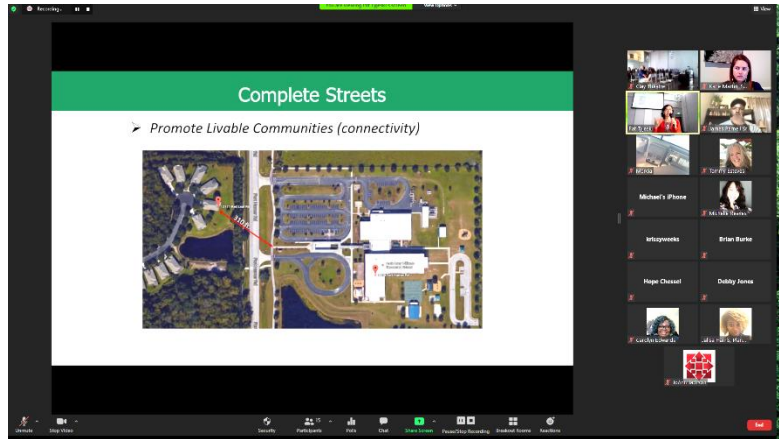
As Pat noted in the presentation to workshop attendees, the City will continue to face many opportunities and challenges throughout the comprehensive plan’s 2045 planning horizon. Pat mentioned the opportunities and challenges that have so far been identified, such as:

- The purpose of the City’s current Future Land Use Map and its role in guiding future growth within the City, most notably in regard to the location, type, density, and intensity of development.
- The history of the downtown area, its boundaries, and persistent issues of vacancies and underutilized properties—particularly west of US Highway 17.

IDENTIFYING OPPORTUNITIES & CHALLENGES



- The importance of architectural design in creating a sense of place within the downtown area and along the city’s major gateway corridors.
- The benefits of a establishing a local historic district, its impact on development regulations, and the varying degrees in which historic properties can be regulated.
- The current status of the Reynolds Park property, its relationship with Downtown Green Cove Springs, and the property’s future development potential.
- The potential impacts of the First Coast Expressway on the City’s traffic flow, utility service expansion, and population growth.
- The role of complete streets in improving corridor safety, curb appeal, walkability, bikability, and connectivity.



As part of this plan update process, the City wants the public to help identify other opportunities and challenges and offer suggestions on how to address them. The consulting team provided a series of boards to help the public provide their input.

Next Steps

Before releasing the public to share their input on the interactive engagement boards, Pat encouraged workshop attendees to visit the project website (smeinc.mysocialpinpoint.com/green-cove-springs-comp-plan) and add their comments to the online interactive map, take part in the brief survey, and listen to the *Convo Around the Cove* podcast episode recorded by the project team regarding the comprehensive plan update process.



PUBLIC QUESTIONS & COMMENTS

After the presentation concluded, Mike and Pat thanked workshop attendees for their participation in this process and invited them ask questions or provide any comments on the project. A summary of feedback received from in-person and virtual attendees is provided as follows:

- A participant asked what the City should do to address parking as the Downtown area continues to grow. Pat mentioned that the Comprehensive Plan will not include details regarding parking facilities but will recommend that the City conduct a parking study to determine current supply and demand, and future needs.

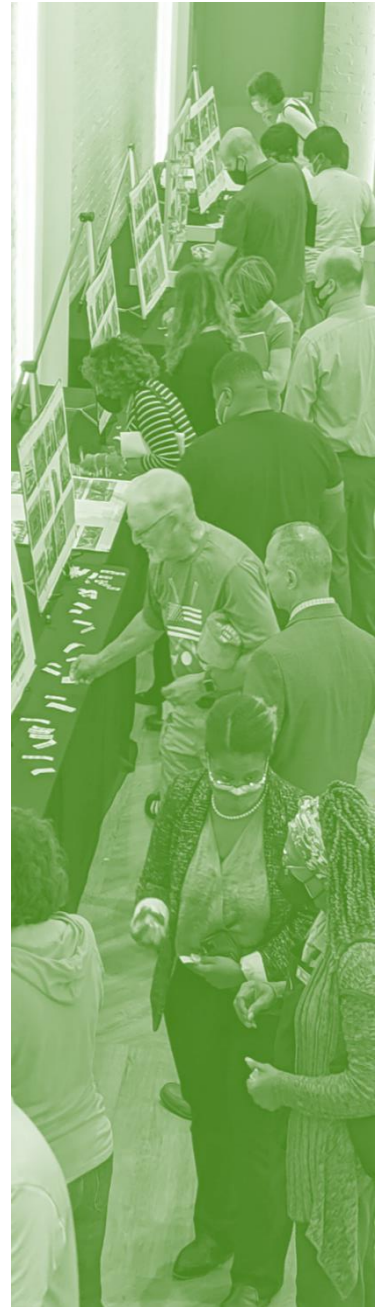
- Improve the incentives currently available to developers for the future provision of affordable housing.
- Consider the harmful effects of gentrification on the area’s most vulnerable populations
- The City needs to prioritize the creation of new jobs, specifically ‘green job’ which are positions in agriculture, manufacturing, R&D, administrative, and service activities aimed at substantially preserving or restoring environmental quality
- Aspire to become a ‘15 Minute City’, where all area residents are able to meet most of their daily needs within a comfortable 15-minute walk or bicycle ride from their homes.
- Provide more active recreation facilities to the local park system, specifically soccer, track, football, and baseball fields.
- Construct new bike routes that are pleasant and functional enough to be used for both recreation and commuting purposes.
- Activate the waterfront with more recreation, restaurant, retail, and multifamily activities.
- Maintain the quaint, traditional feel of downtown Green Cove Springs while making improvements which can uplift and show that the City is well-cared for and maintained.
- Become a Main Street Community (part of Main Street America)
- Tourism and focus on hospitality, as there are no hotels or bed and breakfasts in the City (the one bed and breakfast is closing with the owners retiring).

INTERACTIVE ENGAGEMENT

Once comments and questions from workshop attendees concluded, Pat encouraged the public to continue providing their feedback on the interactive engagement boards found throughout the room. For those interacting with the boards in-person, attendees were asked to place a green dot on images and/or themes they favored and red dots on those they disliked. For those attending the meeting virtually, attendees were asked to type in their votes for each interactive engagement board through Zoom’s chat function. The online responses are shown in the following images using the (◆) symbol to represent individual votes for images they prefer and (◆) to represent images they do not. In general, attendees seem to favor an urban form with transportation facilities that are safe and comfortable for all modes. Preference was noted for mid-rise development and more traditional architectural styles (as opposed to modern). Several attendees expressed the need to protect the historic landmarks in the City. The top priorities of workshop attendees were parks, pedestrian facilities, bike trails and affordable housing. The future vision, as expressed by some attendees, included terms such as “cultural hub,” “charming,” “dining and entertainment,” “jobs,” and “best place to live.”

SCALE/HEIGHT FOR **NEW** DEVELOPMENT IN **DOWNTOWN**

Place a green dot on buildings that have a size appropriate for Downtown; red dot to show inappropriate scale



ARCHITECTURE FOR **NEW** DEVELOPMENT IN **DOWNTOWN**

Prefer not to have architectural standards

Place a green dot on buildings designs appropriate for Downtown; red on those you wouldn't want to see in Downtown Green Cove Springs.





BUILDING ACCESS/LOCATION IN RELATION TO THE STREET ALONG GATEWAY CORRIDORS (US 17 & SR 16)

Place a green dot on buildings you think are inviting and accessible; red on those you think are not pedestrian-friendly.

ARCHITECTURE - BUILDING DESIGN ALONG GATEWAY CORRIDORS (US 17 & SR 16)

Place one green dot on building designs appropriate for the gateway corridors; red on those you would favor to see in Green Cove Springs.



SENSE OF PLACE ALONG GATEWAY CORRIDORS (US 17 & SR 16)

SUBURBAN

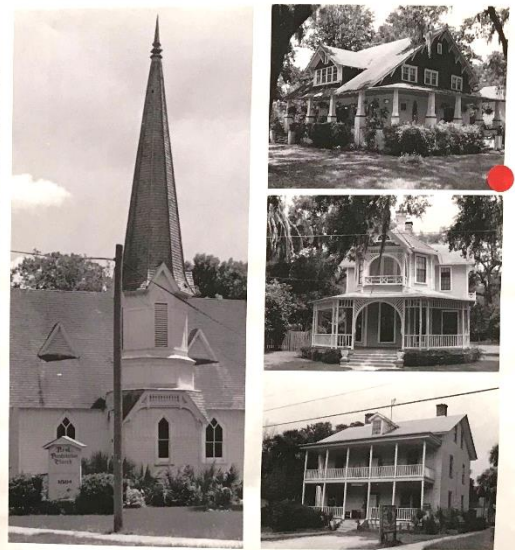
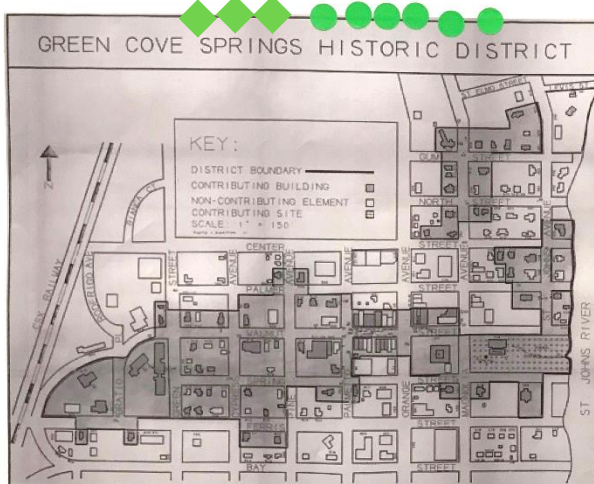
URBAN

Place one green dot on the environment (Urban or Suburban) you prefer for Green Cove Springs.



Should the City create a local historic District with standards applicable to historic structures?

GREEN DOT = YES
 RED DOT = NO



Top three priorities (numbers reflect number of “votes”)





Dislike - urban sprawl, nothing to walk to
too sunny/hot for pedestrian

Dislike
Dislike the openness
Too big
w/ the businesses



Dislike the look
Not inviting



Dislike
Need more
shopping
and business



Like
Potential
looks like
before the
picture below



Like
lots of business
and people
Like
Like C, Ke @
Like U

Dislike - distractive, open

Dislike
 Too open
 distlike

Dislike
 Too open
 not inviting

like - mix of building heights - more realistic for our situation as not all new buildings will be 3+ story

like - narrower roads, easier to cross, on-street parking

like -
 like seems safe w. th. traffic and pedestrian not sure of business type and building conditions to

Like - the enclosing comforting

Like - slow down ^{automobile} traffic, encourage pedestrian traffic

Like cars, people and businesses working together using inviting





SIDEWALKS

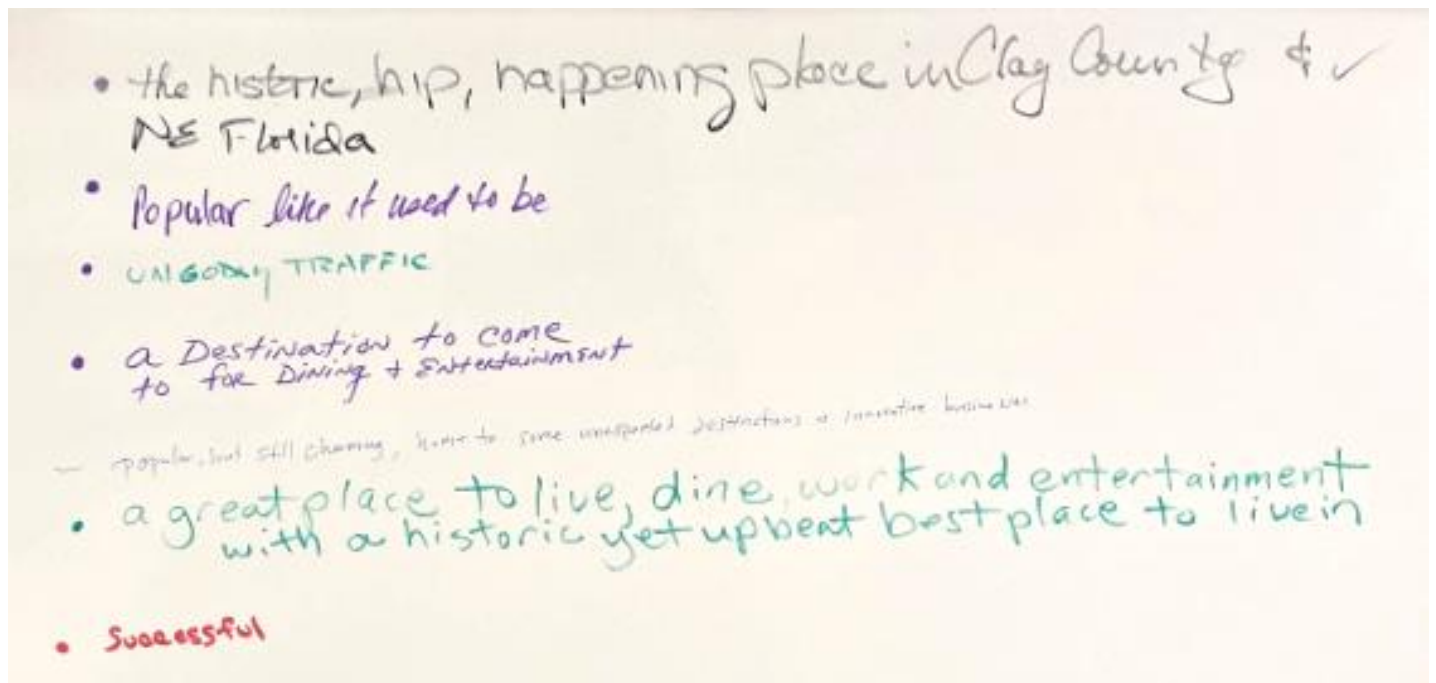
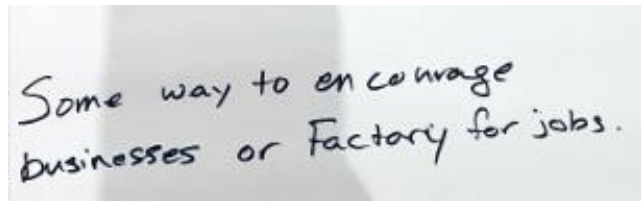
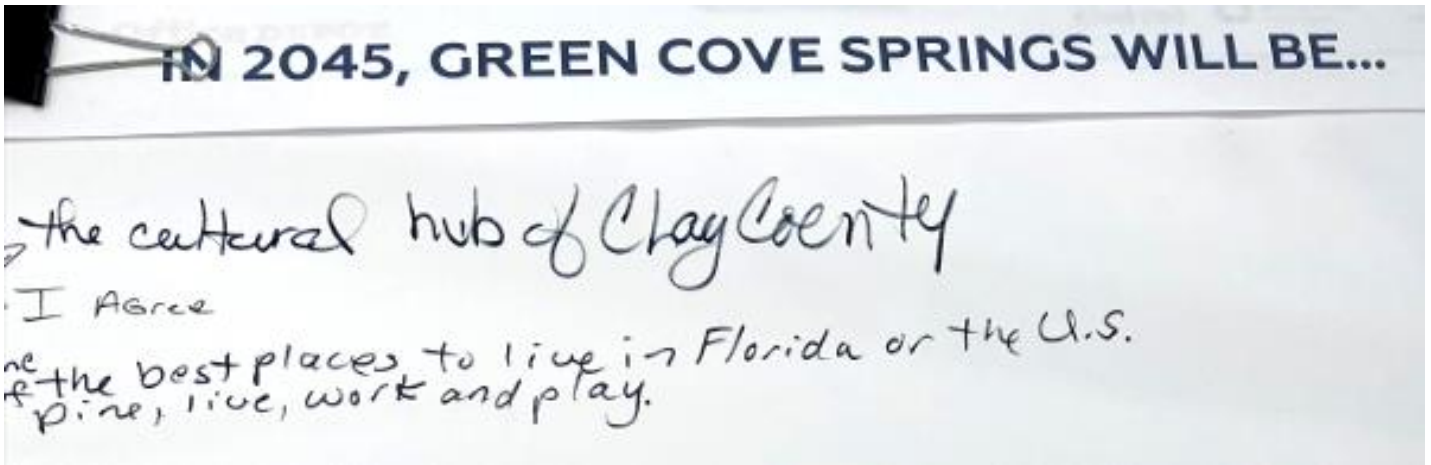
Place a green dot on sidewalks you consider safe and inviting; red on those you think are unsafe, unpleasant.



BICYCLE FACILITIES

Place a green dot on bike facilities you would feel safe using; red on those you think are unsafe.



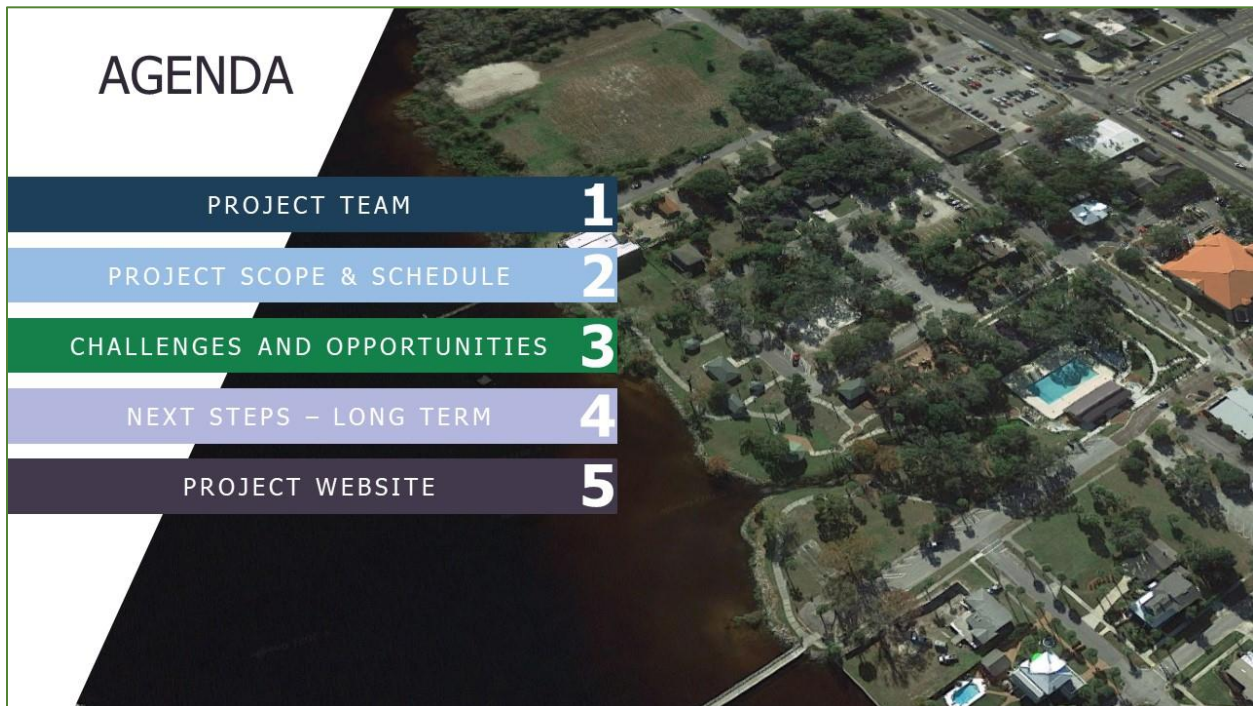


APPENDIX A: WORKSHOP PRESENTATION



The banner features the text "GREEN COVE Springs" in a mix of bold sans-serif and cursive fonts. To the right is the official seal of the City of Green Cove Springs, Florida, established in 1874. Further right is a modern icon consisting of three horizontal lines, an ampersand, and three vertical lines. Below the text and seal are three photographs: a golf course with a pond, the City Hall building, and an aerial view of a residential neighborhood.

Public Workshop #1 – May 6, 2021




AGENDA


- PROJECT TEAM **1**
- PROJECT SCOPE & SCHEDULE **2**
- CHALLENGES AND OPPORTUNITIES **3**
- NEXT STEPS – LONG TERM **4**
- PROJECT WEBSITE **5**

The agenda items are listed on a white background with colored bars to the right of each item, corresponding to the numbers. The background of the slide is an aerial photograph of a residential area with a river or canal.


PROJECT TEAM





Pat Tyjeski
Project Manager




Chris Dougherty
Sr. Planner




Terrence McKloski
Sr. Planner








Nick Hill
Planner




Jalisa Harris
Planner



Katie Martin
Planner






- I. Future Land Use
- II. Transportation
- III. Housing
- IV. Public Facilities
- V. Conservation
- VI. Recreation & Open Space
- VII. Intergovernmental Coordination
- VIII. Capital Improvements

PROJECT SCOPE & SCHEDULE

data & analysis





COMPREHENSIVE PLAN
DATA & ANALYSIS

I.
FUTURE LAND USE



II.
TRANSPORTATION



III.
HOUSING



goals,
objectives
& policies



IV.
PUBLIC FACILITIES



V.
CONSERVATION



VI.
RECREATION & OPEN
SPACE ELEMENT



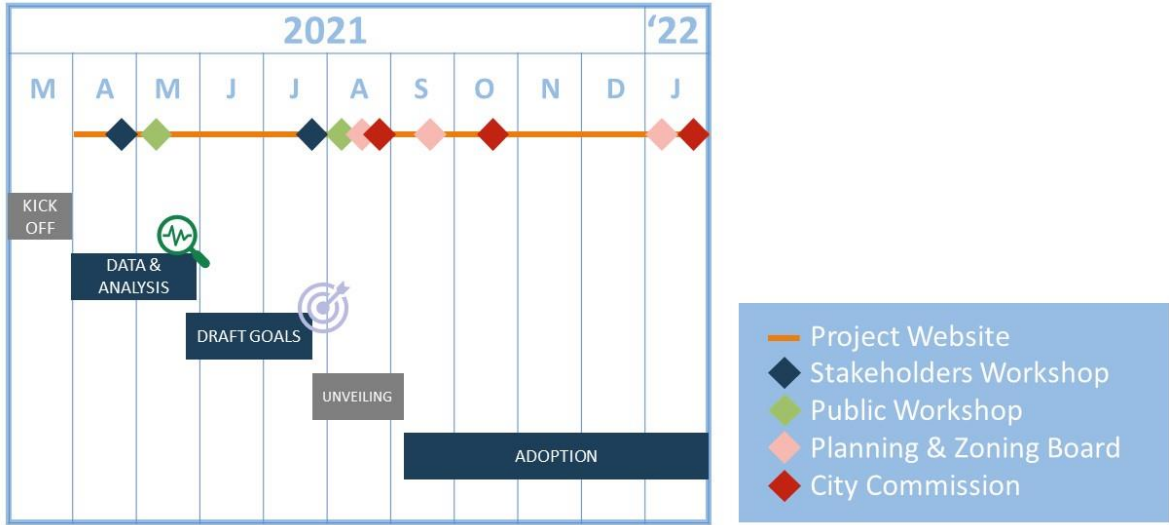
VII.
INTERGOVERNMENTAL
COORDINATION



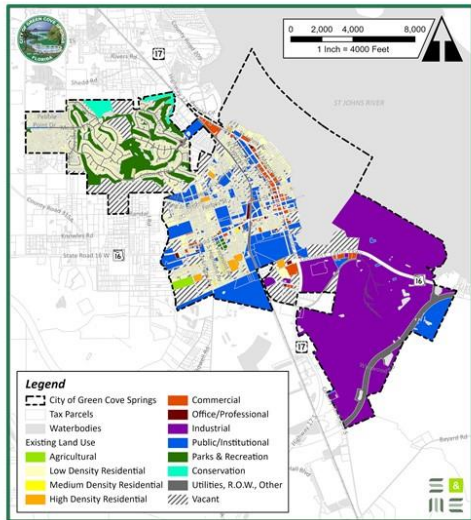
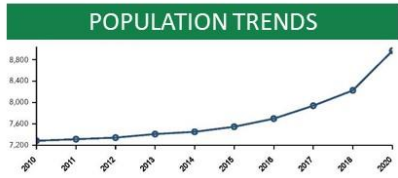
VIII.
CAPITAL IMPROVEMENTS

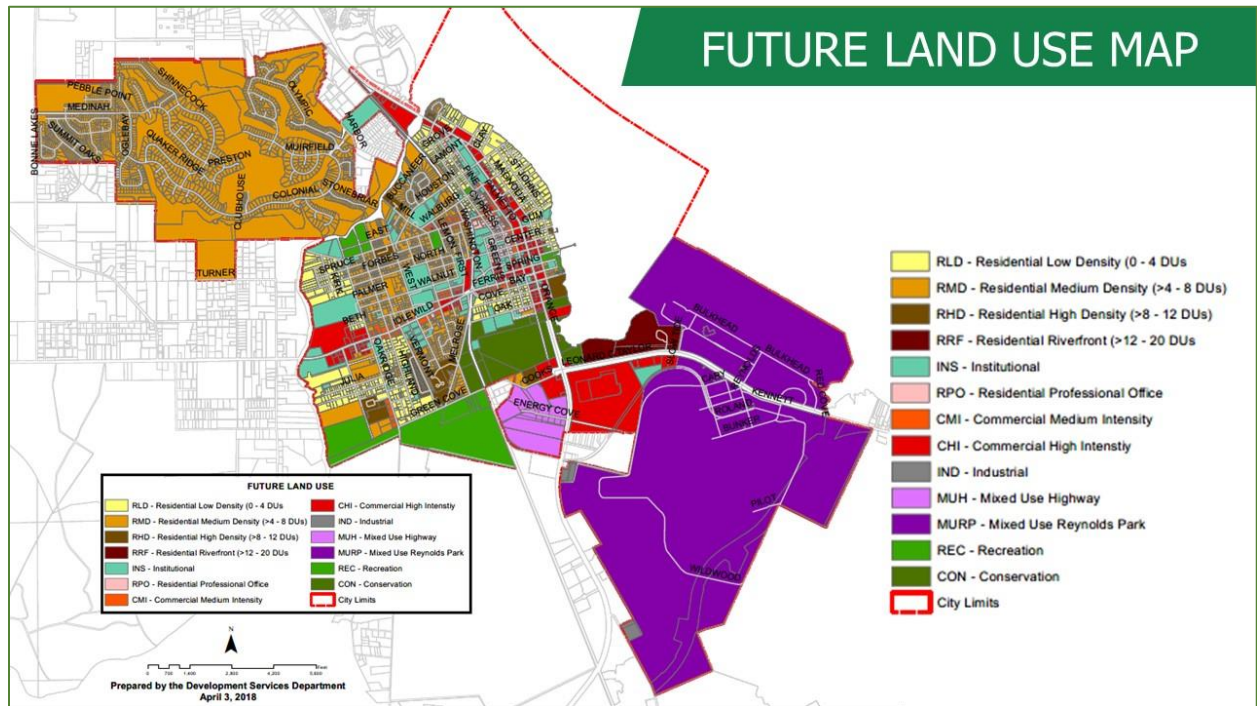


PROJECT SCOPE & SCHEDULE



CHALLENGES AND OPPORTUNITIES





Sense of Place Suburban



Sense of Place Suburban



URBAN VS. SUBURBAN

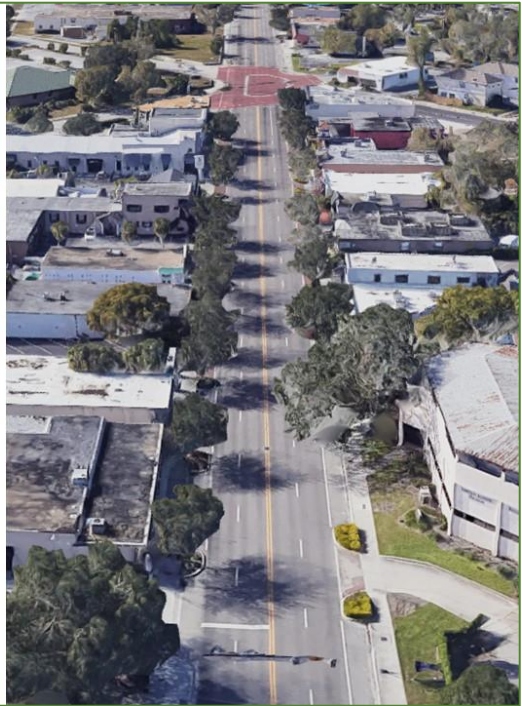
*From Lansing
Master Plan*



Sense of Place Semi-Urban



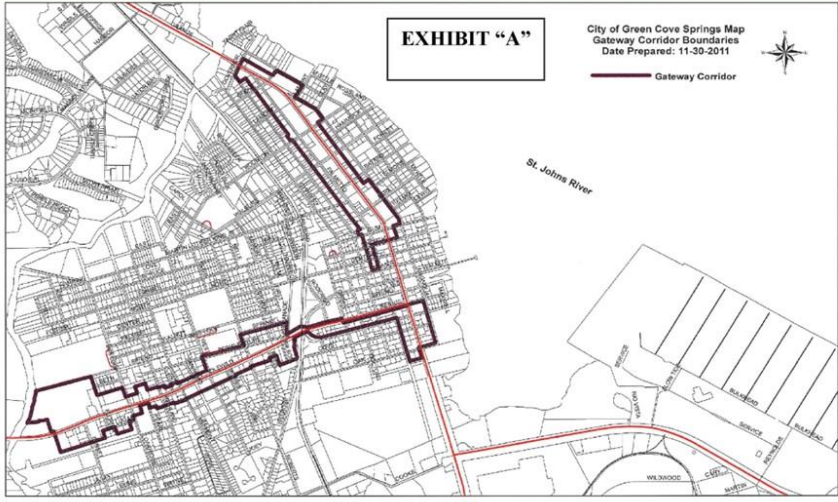
Sense of Place Urban



Sense of Place Urban



URBAN FORM



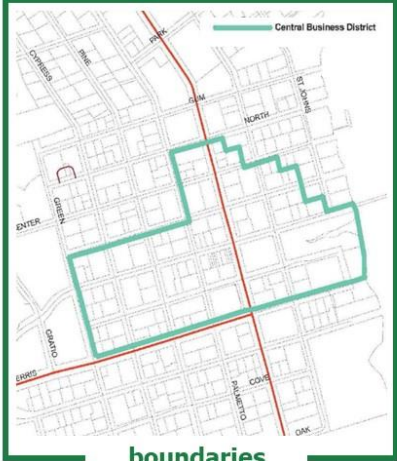
Acceptable Metal Structures



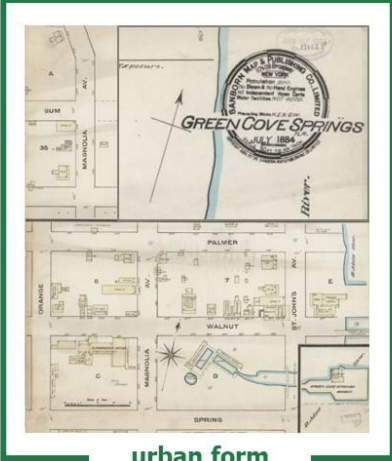
Unacceptable Metal Structures



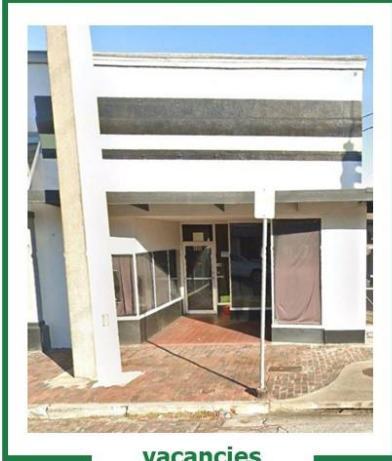
DOWNTOWN



boundaries

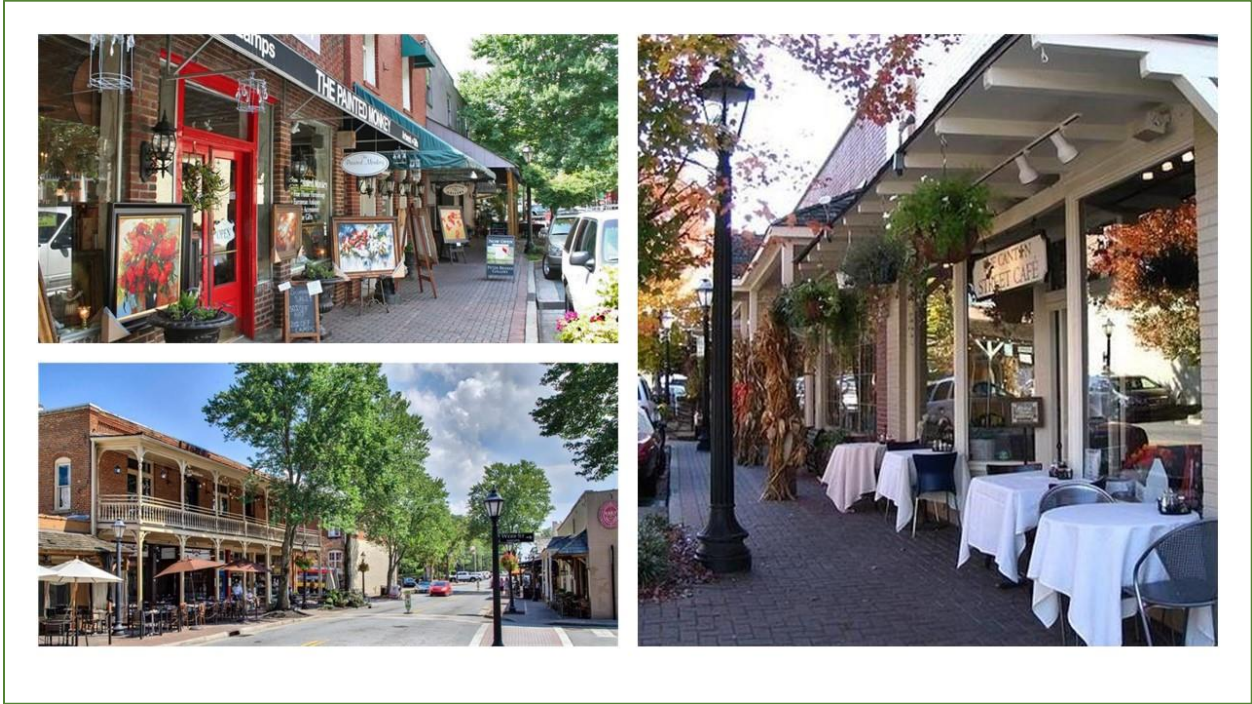


urban form

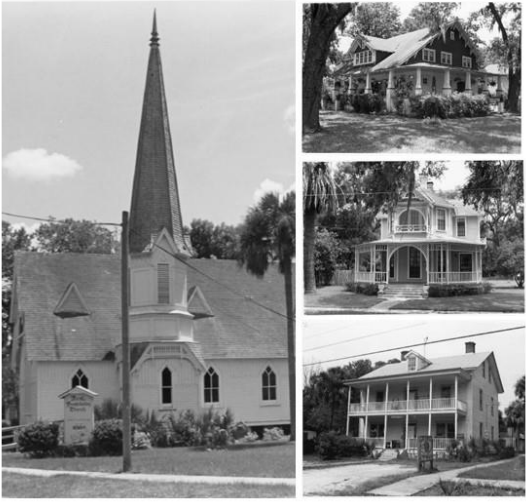
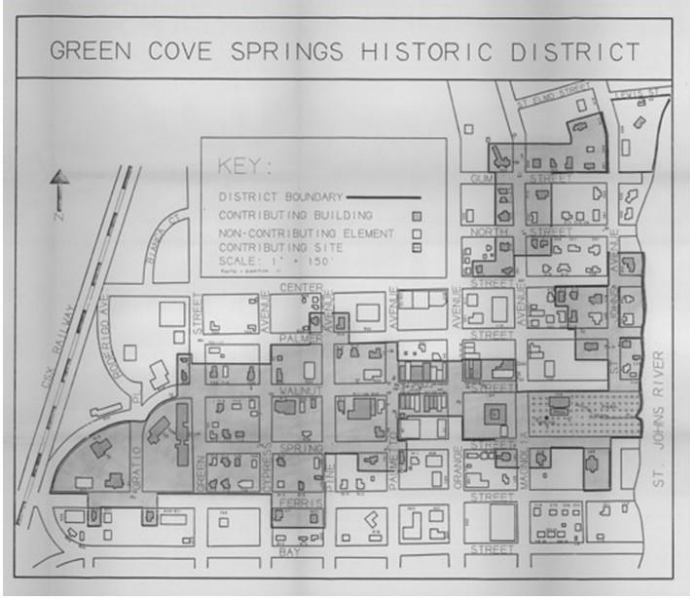


vacancies





HISTORIC PRESERVATION



HISTORIC PRESERVATION



HISTORIC PRESERVATION



REYNOLDS PARK

Preliminary Conceptual Land Use Plan
 CLAY COUNTY PORT INC.
 BURKE

Tuscana
Marina Village

Town Center & Village

Aviation Industries

Research & Technology Park

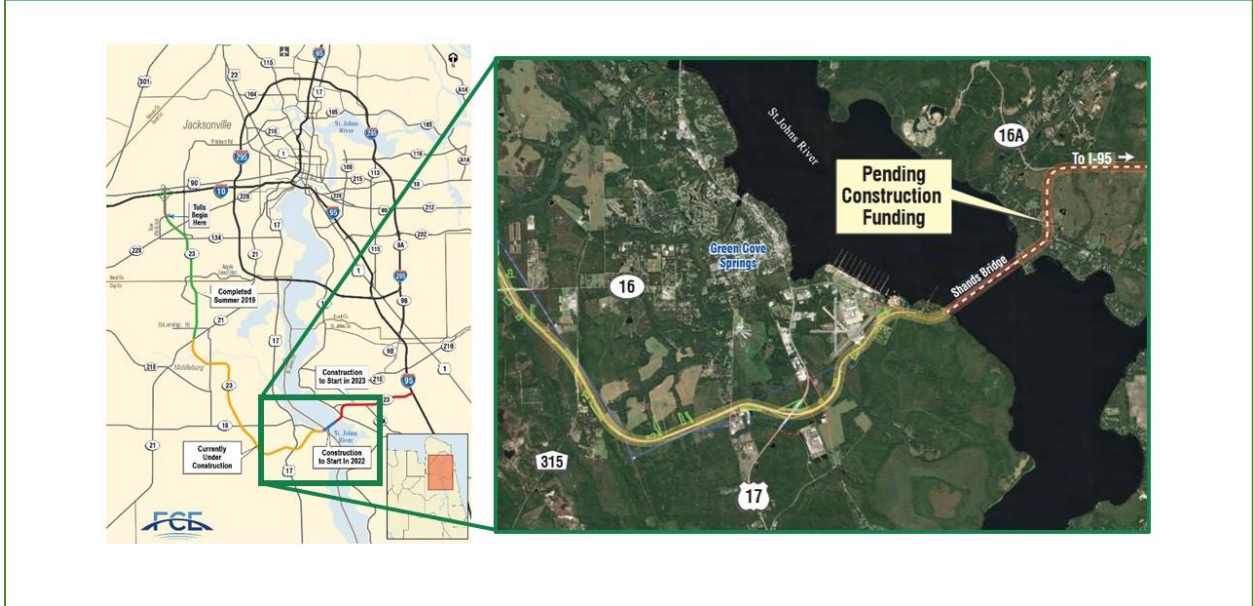
Maritime Industries

Event Spaces

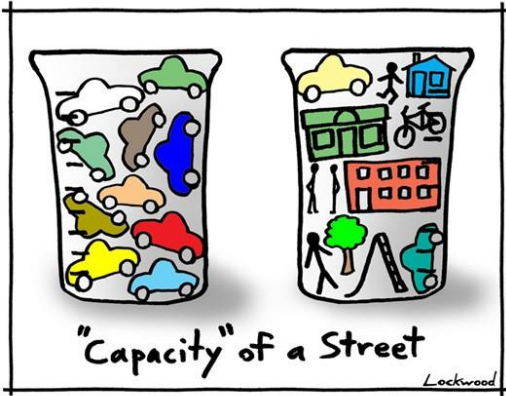
Logistics & Commercial Industries



FIRST COAST EXPRESSWAY

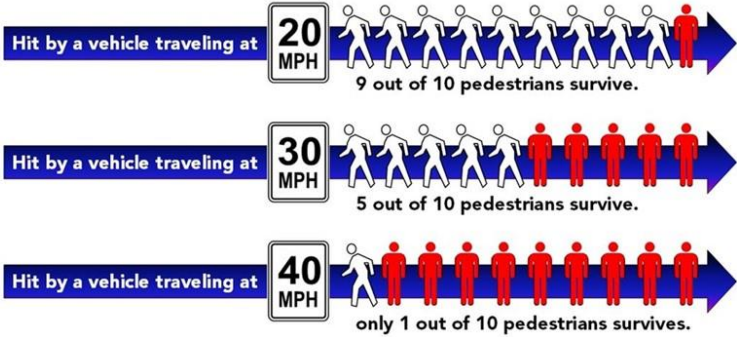


Complete Streets



Complete Streets

➤ Increase Safety



Sources: FDOT, US Center for Disease Control, US National Highway Traffic Safety Administration.

Complete Streets

- *Promote Livable Communities (connectivity)*



Complete Streets

- *Promote Livable Communities (connectivity)*





Context



TRANSPORTATION



Bike Lane



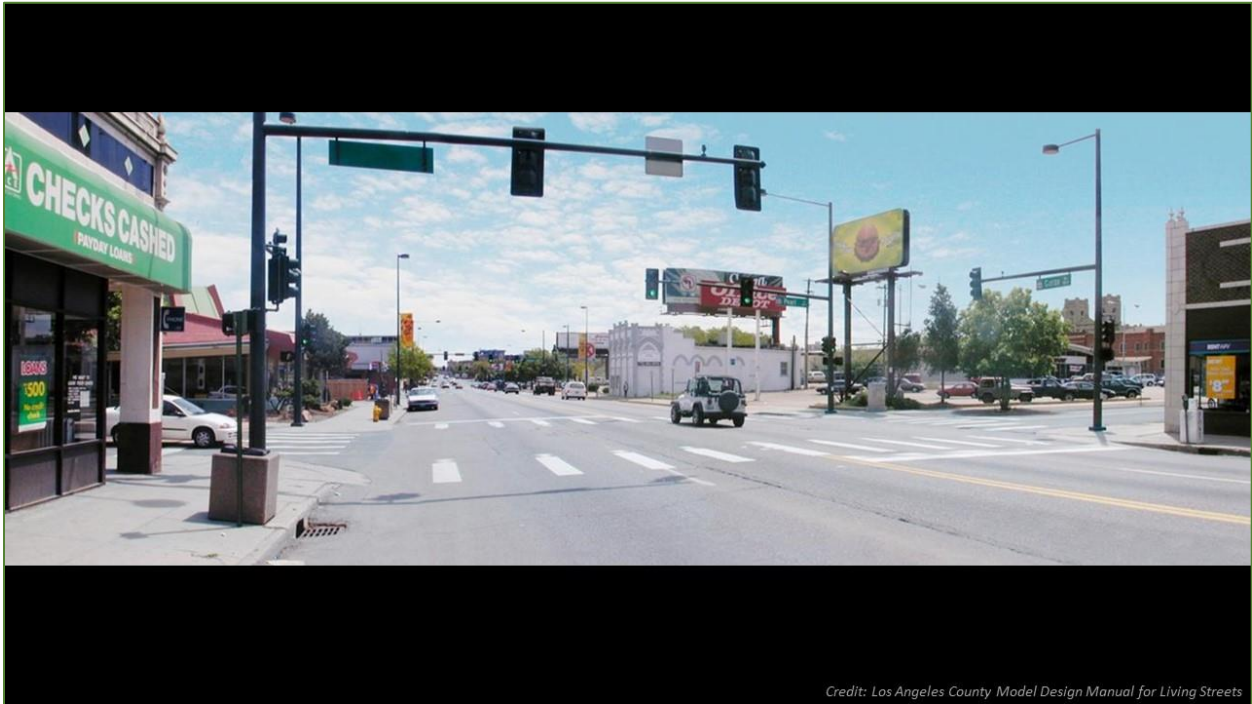
Buffered Bike Lane



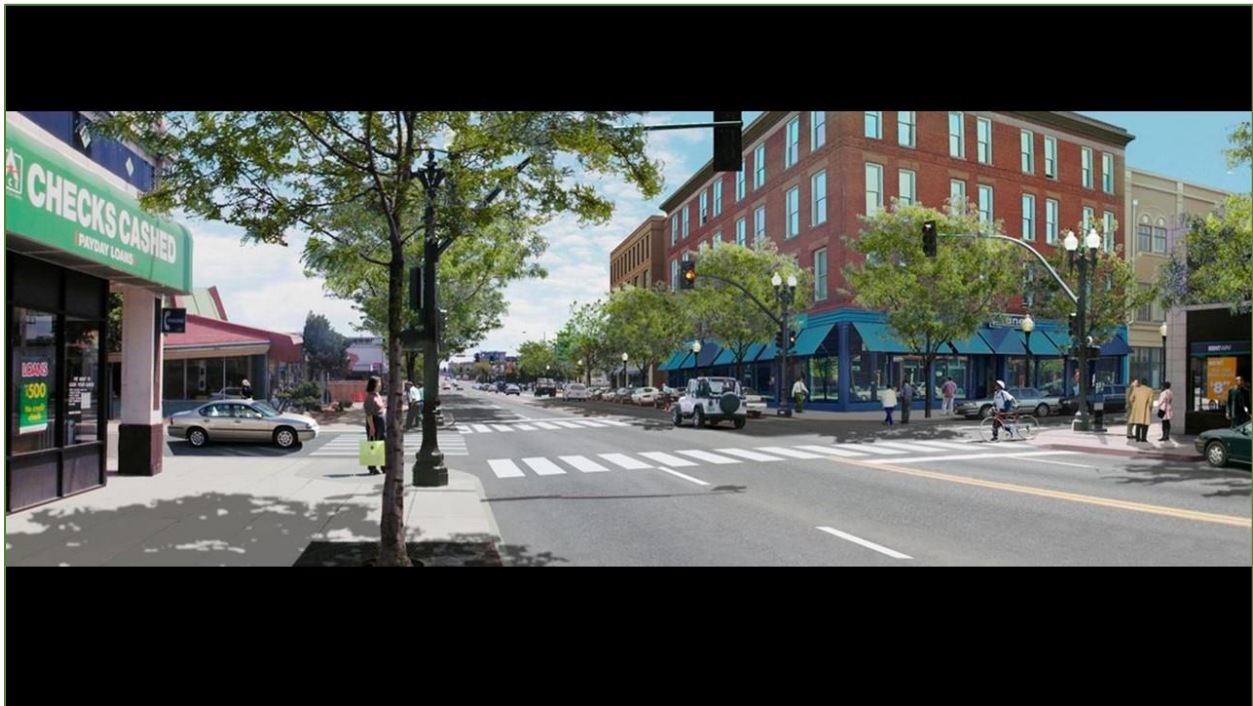
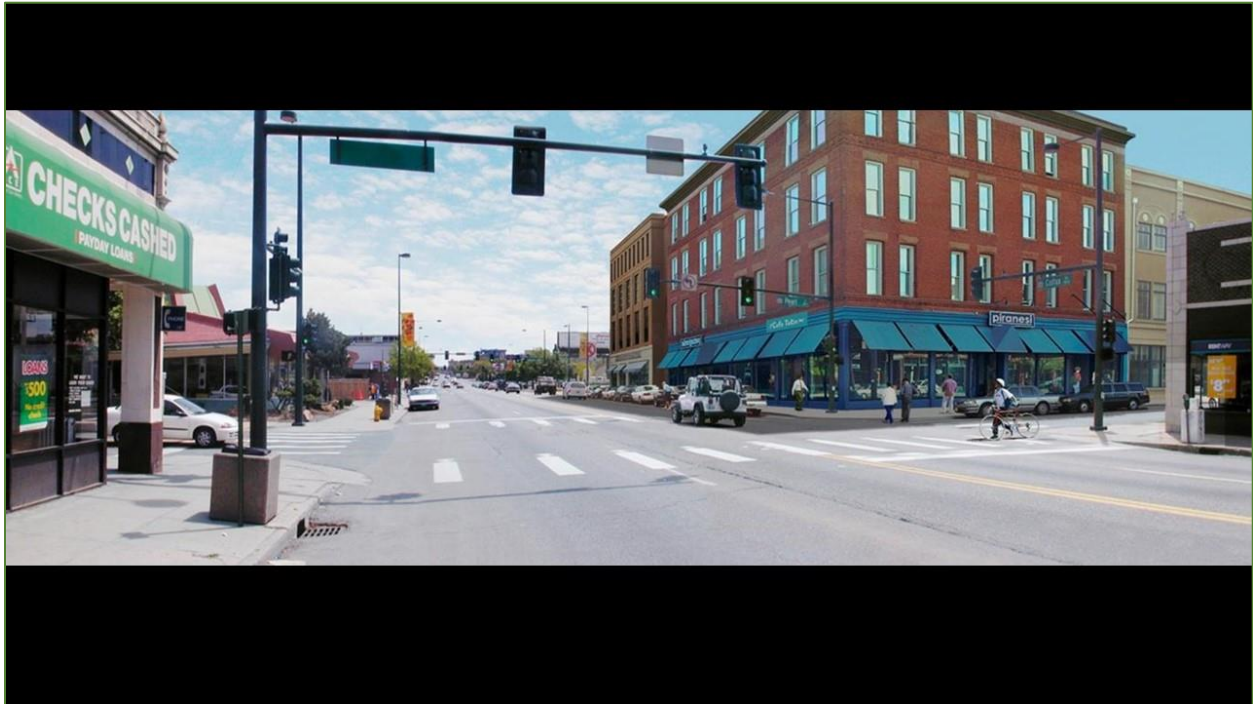
Cycle Track

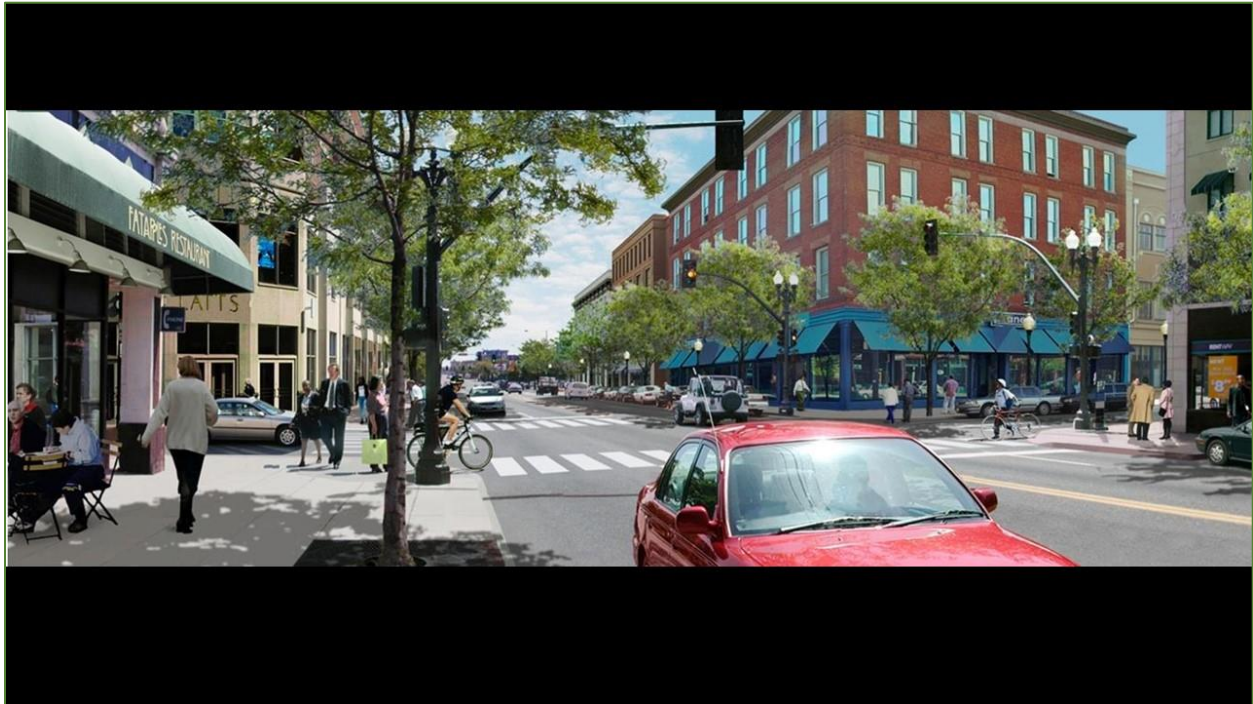


Multi-Use Trail

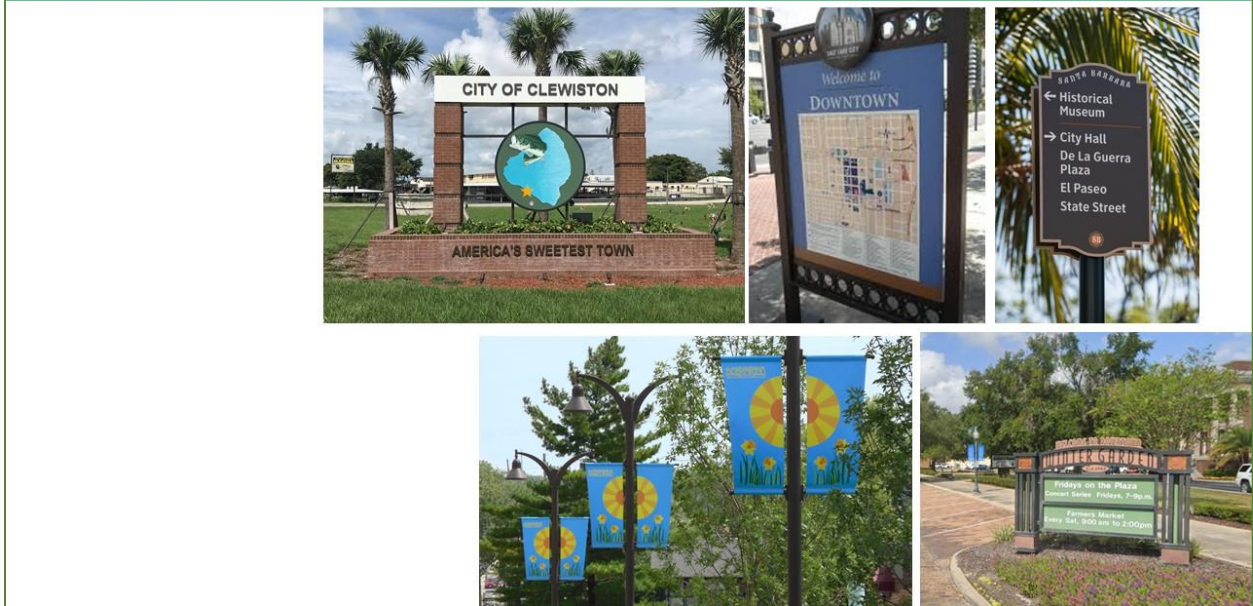


Credit: Los Angeles County Model Design Manual for Living Streets





Wayfinding/Gateways




NEXT STEPS (LONG-TERM)



goals, objectives
& policies



PROJECT WEBSITE




ADD YOUR COMMENTS

Share your thoughts and ideas on the key areas of the Green Cove Springs Comprehensive Plan.

START 8 Apr END 30 May

[See Project Map](#)




TAKE OUR SURVEY

Community engagement is important to us. Please complete our short survey and give us feedback on the future of the City of Green Cove Springs

START 8 Apr END 30 May

[Take The Survey](#)



ATTEND OUR WORKSHOP


Have a say on how our community will grow in the future by attending our workshop either in-person, or virtually (click [Join Now](#) below or call +1 929 205 6099).

Date: **Thursday, May 6, 2021**
Time: 6-8 PM EST

In person: **Clay Theater**
326 Walnut St. Green Cove Springs FL 32043


START 6 May

[Join Now](#)



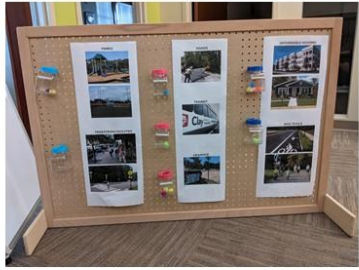
**CONVO
AROUND THE
COVE**

A City of Green Cove Springs Government Podcast



URL: smeinc.mysocialpinpoint.com/green-cove-springs-comp-plan

WORKSHOP FUN



ARCHITECTURE - BUILDING DESIGN ALONG GATEWAY CORRIDORS (US 17 & SR 16)

Place one green dot on building designs appropriate for the gateway corridors, red on those you would not want to see in Green Cove Springs.

Prefer not to have architectural standards

SENSE OF PLACE ALONG GATEWAY CORRIDORS (US 17 & SR 16)

SUBURBAN

URBAN

Place one green dot on the environment (urban or suburban) you prefer for Green Cove Springs.

BICYCLE FACILITIES

Place a green dot on bike facilities you would feel safe using, red on those you think are unsafe.

What do you like/dislike about these environments?

Place one green dot on the environment (urban or suburban) you prefer for Green Cove Springs.

PROJECT WEBSITE



Scan the QR Code to visit the project website and continue participating in the plan update process!

Thank you for participating in the City of Green Cove Springs' Comprehensive Plan Update! Check out how you can provide your input below.

The Comprehensive Plan is the overarching document that guides future growth and development within the City limits. The City is currently updating the Plan to address current issues facing the community. We are asking the public to assist the City's planning team in understanding the community preferences and desires for the future of the City. The Plan that is currently in effect can be found on the City's website HERE.

Below are two easy ways for you to share some of your ideas with us.



URL: smeinc.mysocialpinpoint.com/green-cove-springs-comp-plan

GREEN COVE
Springs



THANK YOU!
Questions?



Item # 6.

PLEASE SUBMIT PAYMENT VIA

ACH/EFT Payment Information:

Beneficiary Name: S&ME, Inc.
Beneficiary Bank Name: Bank of America, NA
Bank ABA Routing Number: 053000196
Bank Account Number: 000040011504

OR

Mail Check to:

S&ME, Inc.
PO Box 277523
Atlanta, GA 30384-7523 USA

Federal ID# 56-0791580

INVOICE

City of Green Cove Springs
321 Walnut Street
Green Cove Springs, FL. 32043

Invoice # : 1058672
Invoice Date : 5/11/2021
Project : 211500
Project Name : Green Cove Springs Comp Plan Update
Terms : Due Upon Receipt
(Unless otherwise stated below)
Client Code : 7379792

Attention: Michael Daniels
mdaniels@greencovesprings.com

FOR PROFESSIONAL SERVICES RENDERED

Lump Sum

Phase Code / Name	Phase Fee	Previous Amount	Current Amount	%Comp	Total Fee Earned
1 -- Kick Off / Data & Analysis	\$35,900.00	\$16,476.25	\$19,423.75	100.00	\$35,900.00
2 -- Goals, Objectives & Policies	\$33,500.00	\$0.00	\$0.00	0.00	\$0.00
3 -- Adoption	\$5,600.00	\$0.00	\$0.00	0.00	\$0.00
Total :	\$75,000.00	\$16,476.25	\$19,423.75		
Sub-Total Fee Earned :					\$35,900.00
Less Lump Sum Previous Billings :					\$16,476.25
Amount Due this Invoice :					\$19,423.75

If you have questions regarding this invoice please contact Pat Tyjeski @ 407-975-1273



Memorandum

To: Mike Daniels, AICP, Planning and Zoning Director

Project #211500

From: Pat Tyjeski, AICP, Project Manager

Date: May 13, 2021

Subject: City of Green Cove Springs Comprehensive Plan Update - Progress Report

This invoice and progress report cover the activities conducted by S&ME staff between 4/4 and 5/1/2021. Activities marked with an asterisk (*) were not part of the original scope.

Phase 1 – Kick-Off / Data & Analysis

- Continued the analysis process for the Future Land Use and Transportation Elements by reviewing local documents, existing conditions, and level of service projections.
- Prepared for the Stakeholder Kick-Off Workshop by coordinating attendance and creating a presentation. The Workshop was held virtually on April 23. After the workshop concluded, a meeting summary was drafted and sent to Staff for review. Upon approval, the summary was made available to workshop attendees via email.
- *Prepared a printable survey for staff to distribute at a local event. **
- *Revised and condensed the Stakeholder Workshop slideshow and presented it in-person to the Planning and Zoning Board on April 27. **
- *Facilitated three (3) virtual project briefings with local officials on April 26 and 28. **
- *Facilitated one in-person project briefing and attended a tour of the City on May 6. **
- Prepared a presentation for the project's first Public Workshop. Concurrently, S&ME began preparing interactive engagement boards designed to solicit public input on the future of the City.
- Drafted a business card design for the project website to distribute at upcoming events and meetings.
- Scheduled, prepared for, and recorded an episode of the Convo Around the Cove with City Staff. *
- Attended weekly progress meetings with City Staff.

Phase 2 – Goals, Objectives, & Policies [Not started]

Phase 3 – Adoption [Not started]



Upcoming Activities:

- Complete draft of the Future Land Use and Transportation Elements Data & Analysis for staff review.
- Host and summarize the findings of the May 6 in-person and virtual public workshop.
- Begin drafting Goals, Objectives, and Policies.
- Continue attending weekly progress meetings.