

CITY OF GREEN COVE SPRINGS CITY COUNCIL REGULAR SESSION

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA
TUESDAY, APRIL 16, 2024 – 7:00 PM



Anyone wishing to address the city council regarding any topic on this agenda is requested to complete a card available at the city clerk's desk. Speakers are respectfully requested to limit their comments to three (3) minutes.

The city council prohibits the use of cell phones and other electronic devices which emit an audible sound during all meetings with the exception of law enforcement, fire and rescue or health care providers on call. Persons in violation may be requested to leave the meeting

AGENDA

Invocation & Pledge of Allegiance to the Flag - **Chaplain Joseph Williams, CCSO**

Roll Call

Mayor to call on members of the audience wishing to address the Council on matters not on the Agenda.

AWARDS & RECOGNITION

1. Citizen Recognition - **Chief Guzman**
Clay Theatre
Vallencourt Construction

PUBLIC HEARINGS

2. Second and Final reading of Ordinance O-11-2024 Form Based Code **Michael Daniels**
3. Second and Final Reading of Ordinance O-12-2024, regarding a City initiated Zoning Amendment from Central Business District, Gateway Corridor Commercial, Gateway Corridor Neighborhood, and Institutional to Form-Based Code. **Michael Daniels**
4. Second and Final Reading of Ordinance O-07-2024 regarding Annexation Application for the Truemont property, approximately 23.37 acres located at 4169 County Road 15A (AX-24-001) - **Michael Daniels**
5. Second and Final Reading of Ordinance O-08-2024 regarding the Amendment of the Future Land Use of Parcel 016515-001-00, Truemont Property (FLUS-24-001) – **Michael Daniels**
Future Land Use Amendment From: Industrial (County) To: Industrial
6. Second and Final Reading of Ordinance O-09-2024 regarding the Amendment of the Rezoning of Parcel 016515-001-00, Truemont Property (ZON-24-002) **Michael Daniels**
Zoning Amendment From: Heavy Industrial (County) To: M-2 Industrial District

7. First reading of Ordinance No. O-15-2024 which provides consent for the creation of the Rookery Community Development within the Rookery Development *L.J. Arnold III*

CONSENT AGENDA

All matters under the consent agenda are considered to be routine by the city council and will be enacted by one motion in the form listed below. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Backup documentation and staff recommendations have been previously submitted to the city council on these items.

8. City Council approval of funding in the amount of \$160,217.49 to Irby for single-phase electric transformer inventory for operating and capital projects. *Scott Schultz*
9. City Council approval of the Police Memorial Proclamation. *Erin West*
10. City Council approval of contract for professional construction services to Kirby Development, Inc. In the amount of \$1,239,910.03, for the Julia Street Stormwater Improvement Project. *Greg Bauer*
11. City Council approval of the updated policy of the City Council entitled “Ceremonial Guidelines for Certificates, Proclamations, and Keys to the City.” *Erin West*
12. City Council approval of the Public Service Recognition Week Proclamation. *Erin West*
13. City Council approval of the National Police Week Proclamation. *Erin West*
14. City Council approval of the Municipal Clerks Week Proclamation. *Erin West*
15. City Council approval of Minutes. *Erin West*
Regular Sessions: 2/20/2024
Special Session: 2/6/2024
16. City Council approval of Amendment #3 to contracts for each of CHW, CPH, Jones Edmunds, Mittauer, and Toco Engineering for engineering services under Bid LC 2021-02 covering the period from April 21, 2024 through April 20, 2025. *Mike Null*
17. City Council approval of Amendment #3 to contracts with Patterson & Dewar and Toco Engineering for engineering services under Bid LC 2021-04 covering the period from April 21, 2024 through April 20, 2025. *Mike Null*
18. City Council approval of the Elks National Youth Week Proclamation. *Erin West*

COUNCIL BUSINESS

19. City Manager & City Attorney Reports / Correspondence
20. City Council Reports / Correspondence

Adjournment

The City Council meets the first and third Tuesday of each month beginning at 7:00 p.m., unless otherwise scheduled. Meetings are held in City Hall at 321 Walnut Street. Video and audio recordings of the meetings are available in the City Clerk's Office upon request.

City may take action on any matter during this meeting, including items that are not set forth within this agenda.

Minutes of the City Council meetings can be obtained from the City Clerk's office. The Meetings are usually recorded, but are not transcribed verbatim for the minutes. Persons requiring a verbatim transcript may make arrangements with the City Clerk to duplicate the recordings, if available, 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.

Persons who wish to appeal any decision made by the City Council with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. The City is not responsible if the in-house recording is incomplete for any reason.

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.

PUBLIC PARTICIPATION:

Pursuant to Section 286.0114, Florida Statutes, effective October 1, 2013, the public is invited to speak on any "proposition" before a board, commission, council, or appointed committee takes official action regardless of whether the issue is on the Agenda. Certain exemptions for emergencies, ministerial acts, etc. apply. This public participation does not affect the right of a person to be heard as otherwise provided by law.

EXPARTE COMMUNICATIONS

Oral or written exchanges (sometimes referred to as lobbying or information gathering) between a Council Member and others, including staff, where there is a substantive discussion regarding a quasi-judicial decision by the City Council. The exchanges must be disclosed by the City Council so the public may respond to such exchanges before a vote is taken.



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council **MEETING DATE:** April 16, 2024
FROM: Michael Daniels, AICP, Development Services Director
SUBJECT: Second and Final reading of Ordinance O-11-2024 Form Based Code *Michael Daniels*

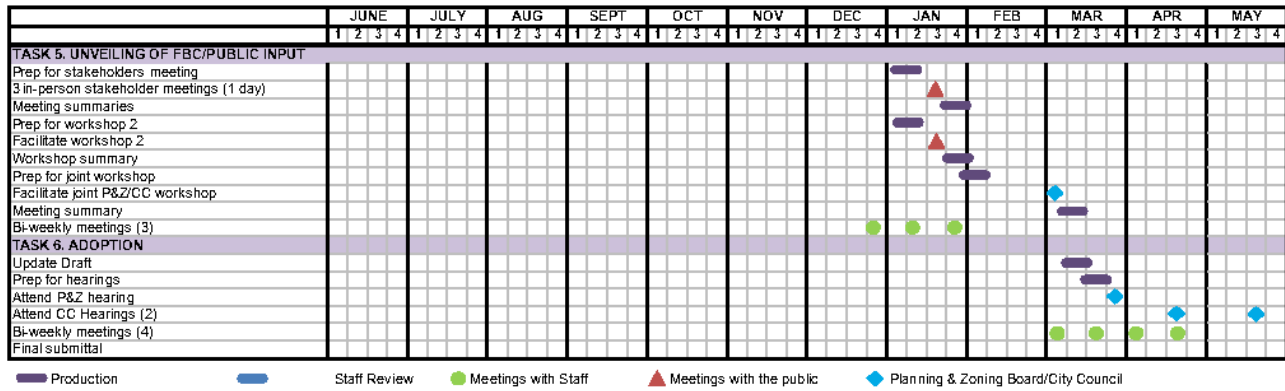
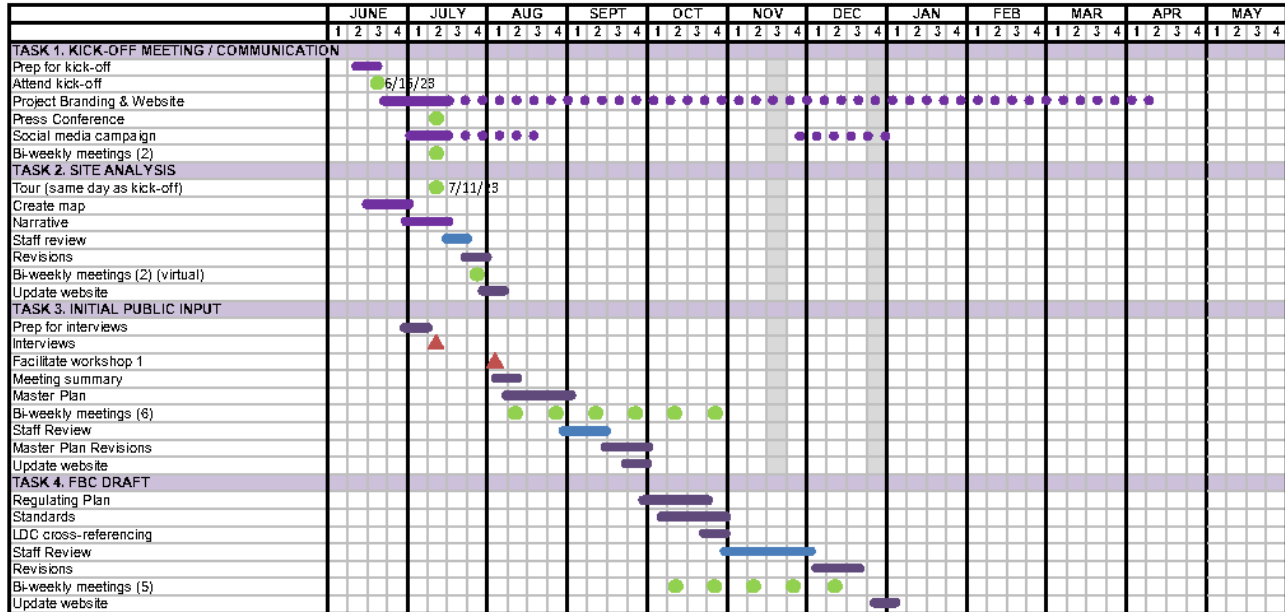
BACKGROUND

The City has hired a Inspire Placemaking Collective, Inc to establish regulations in the downtown area based upon existing downtown street and block pattern and establishing standards for promoting development with a variety of uses, appropriate design, and public benefit. Further the intent is to enable the implementation of the following principles:

- Create an exceptional pedestrian-oriented public realm where city streets, sidewalks, parks, and plazas are safe, comfortable, attractive, and accessible places.
- Create a strong sense of spatial enclosure through the placement and arrangement of buildings, sidewalks, hardscape, and landscape.
- Promote building quality and form through building placement, building material, architecture, articulation, fenestration, and transparency.
- Achieve high-quality private and public spaces with form-based standards rather than regulations based principally on uses.
- Provide updated downtown sign regulations.

As set forth in the Professional Services Agreement, the specific tasks are set forth in the following table:

GREEN COVE SPRINGS FORM-BASED CODE



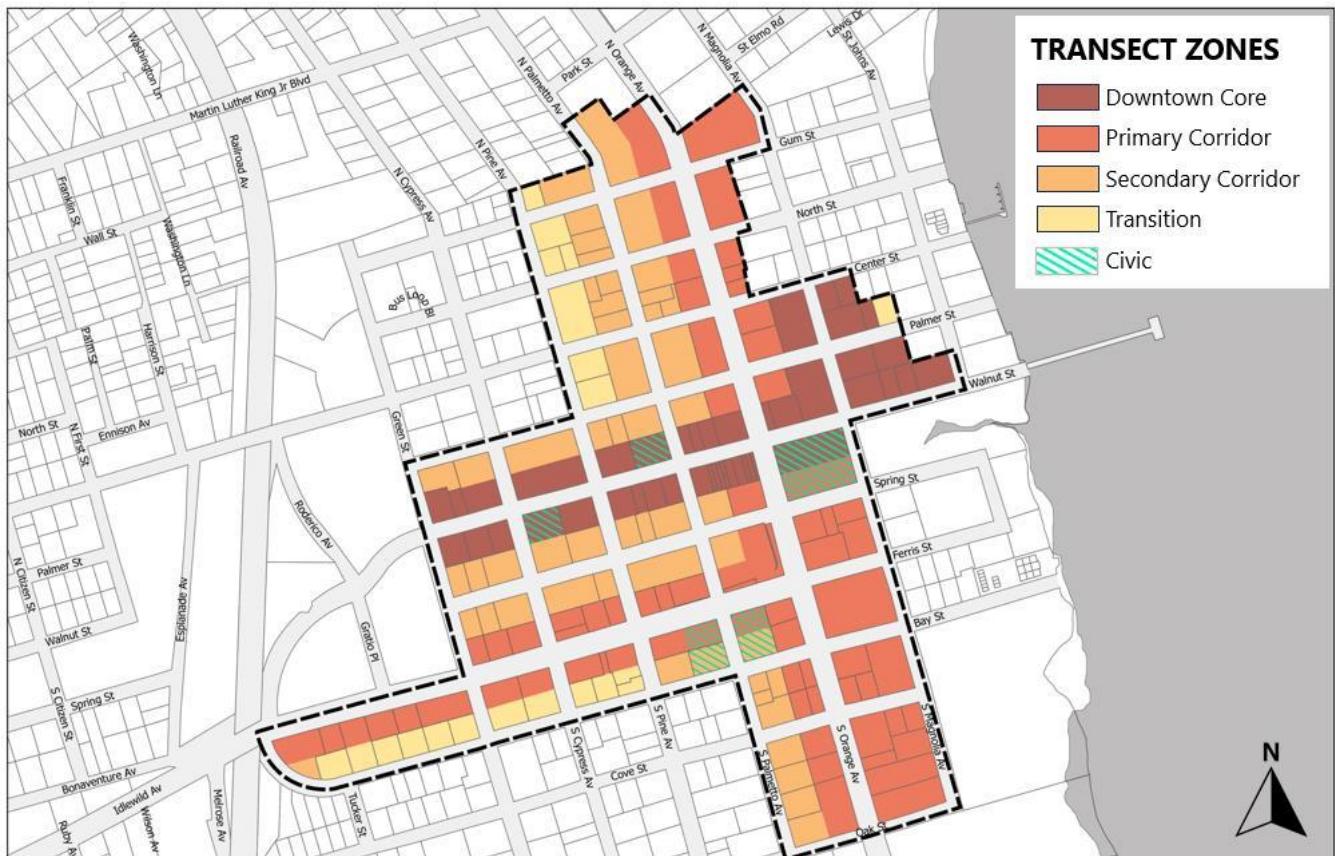
Production
 Staff Review
 Meetings with Staff
 Meetings with the public
 Planning & Zoning Board/City Council

The development of the regulations involved an extensive public involvement process. A website was created by Inspire so that the community could provide feedback and be informed of the progress regarding the regulations. In addition, Inspire held in-person stakeholder interviews with community leaders. The City also held two public workshops. The first public workshop was held on 8/8/24 and the final workshop was held on January 18, 2024 where the draft version of the Form Based Code was presented. On 3/5/2024, staff held a joint workshop between City Council and the Planning Commission.

The Form Based Code includes a Regulating Plan which identifies four different transect zones as well as identifying Civic Uses. Approval of the plan would result in the elimination of the Central Business Zoning District and change the existing zoning for all of the properties within the boundary set below to Form Based Code.

The following changes were made to address Council’s concerns and with public comments since the April 2nd City Council meeting:

- Accent lighting outlining are permitted in all zones except the downtown core zoning, shown on page 19, Sec. 117-835(L)(1.)
- Revisions to Building Design standards Sec. 117-837 E. adding language regarding building requirements for single family detached dwellings in the Form Based Code.
- Allow brew pubs as a permitted use along secondary corridors.
- Identify current PUD zoning at the corner of Palmetto and Center on the regulating plan, page 8, Sec. 117-833.
- Staff is also drafting a future ordinance to ensure consistency with the City Code to eliminate all references to the Central Business District and replace with the Form Based Code as appropriate.



The Code includes the following sections:

- Purpose
- Scope/Applicability
- Development Review and Flexibility
- The Regulating Plan
- Block Standards
- Use Standards
- Site Dimensional Standards
- Building Design Standards
- Supplemental Site and Building Standards
- Access, Circulation and Parking Requirements
- Landscape Buffers and Screening Standards
- Stormwater Management
- Signs
- Development Bonuses

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

Objective 1.2. The City shall strive to cultivate a sustainable land use pattern by preventing the proliferation of urban sprawl, ensuring the efficient provision of services, and implementing smart growth principles.

Policy 1.2.2. The City shall strive to cultivate integrated land use patterns which support a vertical and horizontal mix of residential and nonresidential uses.

Policy 1.2.3. The City shall promote more compact and energy resource efficient residential development where the location and surrounding infrastructure supports multiple modes of transportation.

Objective 1.3. Redevelopment projects shall protect the City's unique character, historic neighborhoods, and high quality of life.

Policy 1.3.3. As the City continues to grow, its LDC shall be updated to incorporate urban design principles, such as:

- a. Form-based code regulations for the downtown and surrounding areas;
- b. Smaller building setbacks and lot sizes;
- c. Green infrastructure; and
- d. A reduction and relocation of vehicular parking spaces and areas to the rear or side of structures where appropriate.

Attachments include:

- Form Based PowerPoint Presentation
- Draft Form Based Code Regulations
- Public Workshop #1 Summary
- Public Workshop #2 Summary
- Listening Session Summary

RECOMMENDATION

Motion to recommend approval of the second and final reading of Ordinance O-11-2024, regarding creating a Form Based Code Zoning District, amending City Code to repeal Chapter 117, Article VIII, Central Business District and to add article XIV, Form Based Code.



CITY OF GREEN COVE SPRINGS
FORM-BASED CODE

April 2024

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CHAPTER 117: LAND USE REGULATIONS

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ARTICLE XIV: DOWNTOWN FORM-BASED CODE

Section 117-830. Purpose.

The purpose of the form-based regulations is to:

- A. Promote multi-modal development patterns;
- B. Encourage infill development;
- C. Facilitate the aggregation of lots;
- D. Encourage and promote redevelopment on underdeveloped sites;
- E. Implement the Downtown Community Redevelopment Area (CRA) Redevelopment Plan.

Section 117-831. Scope/Applicability

A. New Development.

The provisions contained in this article apply to all new developments within the Form-Based Code area depicted in **Figure XIV-1**.

B. Existing Development.

1. Existing developments shall not be required to meet code unless site or building modifications are proposed. Sign permits shall not trigger the requirements of this section.
2. Existing developments undergoing a *major modification* shall be required to bring the entire site up to code, except for the following. Major modification shall be defined as any repair, reconstruction, rehabilitation, addition, or improvement which costs 50% or more of the "Just Market Value" of the property, as noted in the Clay County Property Appraiser's Office records or the increase or replacement of more than 50% of the existing building floor area. Replacement, in this instance, entails demolishing both interior and exterior portions of the building to build new. When calculating the cost of the improvement, it shall include the cost of improvements made over the preceding five years.
 - a. Existing buildings not proposed to be expanded shall not be required to meet building setbacks (**Sec. 117-836.B**), minimum building and ceiling height (**Sec. 117-837.C**), and frontage requirements (**Sec. 117-837.D**). All other site and building provisions shall apply.
 - b. If the major modification involves building a new structure on the site and not making any changes to the existing building(s), the existing buildings will not be required to meet the requirements of this form-based code. The new building and the site, however, will be required to meet all the provisions of this code.
3. Existing developments undergoing minor modifications shall not be required to bring the entire site up to code. The specific changes to the site or building, however, shall be required to meet the standards of this article. Should the minor modification require additional parking spaces, the parking lot and parking lot landscaping shall be brought up to code. Dumpster screening, site/accent lighting, and landscaping not meeting current regulations shall be modified to meet code. Minor Modifications are those that do not meet the definition of Major.

Section 117-832. Development Review & Flexibility

A. Site Plan Review

New development and redevelopment activities in the Form-Based Code area shall meet the site plan review provisions contained in Chapter 101, Article II, Division 5, [Subdivision VI](#) except that proposed developments not requiring a modification per **Section B**, below, or requesting a bonus per **Section 117-843** may be approved by the Development Services Director after review from site plan review team.

B. Flexibility of Regulations

Flexibility in the application of development requirements may be warranted in certain situations. While the Land Development Code provides for variances based on hardship (see **Section 101-159**), the *modifications of standards* offered in this section may be obtained based on unforeseen design issues related to redevelopment of existing sites, the size of downtown lots, and other variables. A modification of standards may be requested by an applicant as part of the development review process.

1. Application.

All requests for modifications of standards shall be submitted in writing and in conjunction with the application for development review. The request shall be approved or denied during development plan review and, if granted, shall be noted on the final development plan.

2. Administrative Approval.

The Development Services Director shall have the authority to grant limited modifications of up to ten percent of any dimensional requirement noted in this article where it is determined that the proposed development meets the intent of the T-zone, the requested modification is the minimum necessary to allow reasonable development of the site, and the requested modification is not injurious to the public health, safety and welfare.

3. Planning & Zoning Board Approval.

Modifications of more than ten percent but no more than 30 percent of a dimensional requirement listed above, modifications previously denied or referred to the Board by staff, and modifications to the *non-dimensional* requirements contained in this article shall be reviewed by the Planning & Zoning Board. Changes of more than 30 percent of a dimensional requirement shall be processed as variances per **Section 101-159**. The Board may also consider waiving requirements to bring site features up to code in conjunction with Minor Modifications.

4. Prohibited Modifications.

No modification shall be granted under this section for the following:

- a. Use of land.
- b. Development density which would exceed the maximum permitted in the future land use classification.
- c. A reduction in sidewalk width that would result in a sidewalk with less than five feet clear space.

5. Review Criteria.

No modification may be granted under this section unless it meets all the requirements listed below:

- a. The modification is consistent with the stated purpose and intent of this Code and with the comprehensive plan;
- b. The request is within the parameters listed above;
- c. The modification will not have a material negative impact on adjacent uses, or the applicant proposes to mitigate the negative impact to be created by the proposed modification;
- d. The modification will permit superior design, efficiency, and performance;
- e. If applicable, the modification is necessary to preserve or enhance significant existing environmental or cultural features, such as trees, scenic areas, historic or archeological sites or public facilities, related to the development site;
- f. Compliance with the requirement is technically impractical or undesirable based on site conditions, or approval of the waiver will result in superior design;
- g. The modification will not result in a negative impact on the public facilities, land use, traffic, or environment of the neighborhood and the general community.

Section 117-833. The Regulating Plan

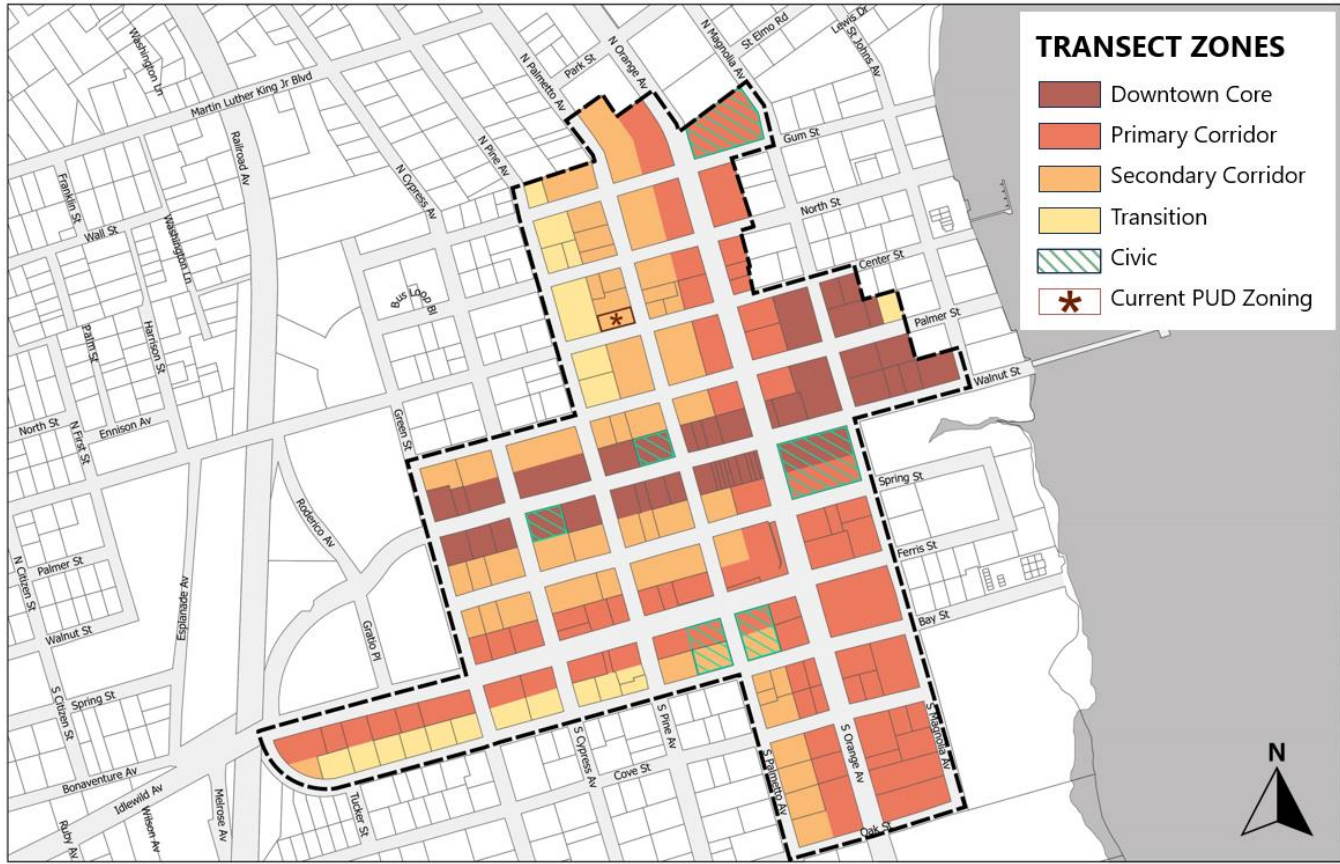
The City of Green Cove Springs Downtown Form-Based Code uses the Regulating Plan (incorporated into the City's zoning map and shown in **Figure XIV-1**) to designate Transect Zones (T-zones), each with varying urban features consistent with the current character to be preserved and the envisioned future context.

The Regulating Plan also depicts areas currently utilized for civic purposes, such as government facilities and religious institutions. While those uses are expected to continue operating in those locations, if their buildings are ever demolished and a different type of use is established, the underlying transect will govern future development on the site.

Transect boundaries do not follow parcel lines and certain properties feature more than one T-zone designation. The design of the development within each zone will need to comply with the regulations of that zone, unless specifically stated otherwise in this article.

There is currently one site zoned Planned Unit Development (PUD) within the Form-Based Code area. New PUD zoning districts shall not be allowed within the Form-Based Code area.

The following sections show the intent of each T-zone.



NOTE: Map provided for illustrative purposes. Please refer to the City's Official Zoning Map for the most current transect zone designations.

A. Downtown Core Zone

This T-zone encompasses the original core of Downtown Green Cove Springs. Priority is placed on preserving the historic character and small scale of the corridor, increasing walkability, and creating a vibrant atmosphere. This zone permits a mix of uses with storefronts close to the sidewalk with the option of providing residential or office uses above the first story.



Figure XIV - 2. Examples of appropriate building types within the Downtown Core Zone



B. Primary Corridor Zone

This T-zone is primarily located along Orange Avenue and Ferris Street, and along Magnolia Avenue south of Spring Street. The purpose of the Primary Corridor Zone is to encourage infill development with a compact mix of uses, facilitate aggregation of lots, encourage redevelopment of underdeveloped sites, and implement the Community Redevelopment Area (CRA) Redevelopment Plan. While two stories should be the predominant building height, some sites may support three stories, if approved through the bonus program (see **Section 117-843**)



Figure XIV - 3. Examples of appropriate building types within the Primary Corridor Zone



C. Secondary Corridor Zone

Primarily located behind the major transportation corridors, this T-zone is intended to act as a transition between the heavier traffic and more intense development along Orange and Ferris Streets and lower intensity neighborhoods. The zone consists of a mix of uses in a pedestrian-oriented urban form. Buildings may be attached or detached with front façades located close to the sidewalk.



Figure XIV - 4. Examples of appropriate building types within the Secondary Corridor Zone



D. Transition Zone

Primarily located behind the major transportation corridors, this T-zone is intended to act as a transition between the heavier traffic and more intense development along Orange and Ferris Streets and single-family neighborhoods. The zone consists of a mix of uses in a pedestrian-oriented urban form. Buildings may be attached or detached with front façades located close to the sidewalk.



Figure XIV - 5. Examples of appropriate building types within the Transition Zone



Section 117-834. Block Standards

The regulation of block size is fundamental to achieving good urban form and transportation connectivity. Shorter blocks improve the pedestrian experience as well as foster a street network grid that supports the efficient distribution of automobile traffic. Downtown Green Cove Springs generally displays a gridded street network, which shall be maintained and improved. If existing streets are vacated to allow the aggregation of smaller blocks into mega-blocks, the following provisions shall apply:

- A. Alternative vehicular connections shall be provided to continue the current block length within the downtown form-based code area which, with very few exceptions (Spring Park, west end of Ferris Street, and south of Cove Street), does not exceed 400 feet in length. The vehicular passage may be a public street or private drive but shall be open for public passage to another street/drive.
- B. Culs-de-sac and dead-end streets are not allowed.

Section 117-835. Use Standards

A. Permitted Uses

Section 117-3 lists the various uses allowed in the form-based code area and identifies whether a use is Permitted (P), Special Exception (SE), or Prohibited (blank) within the noted Transect Zone. Uses not listed in the table are prohibited.

Mixed-use developments are allowed in all zones, provided that the individual uses are all allowed in the zone. If one of the uses requires Special Exception approval, the entire development shall undergo Special Exception review.

Considering that the Form-Based Code area is almost fully developed and includes a wide variety of uses, the continuation of the current uses is permitted and encouraged, even if they are not listed as a permitted use. If any of those structures are destroyed, they will be permitted to rebuild as they currently exist but will not be allowed to expand or intensify beyond their current status.

Where a site is split between two zones (e.g., the Downtown Core and Primary Corridor Zones), the allowable uses in both zones may be located anywhere on the site. However, the use shall comply with the site and building standards of the zone where they are located. For instance, a site with a Primary Corridor Zone designation along Orange Avenue and Secondary Corridor Zone designation along Palmetto Avenue may have a retail establishment, but the building will need to be close to and oriented toward Orange Avenue. Similarly, if the site is eligible for a height bonus, the tallest part of the building must be located along Orange Avenue. The portion of the building facing Palmetto Avenue will be required to meet the two-story limitation of the Secondary Corridor Zone.

All developments, regardless of the use classification, shall comply with the standards of this article and all other applicable articles of the land development code. See **Section 117-838** for specific requirements for certain uses.

B. Accessory and Temporary Uses and Structures

Accessory and temporary uses and structures shall meet the requirements of **Section 117-838(e)** (Accessory building setbacks for residential structures), and **Article IX** (Supplementary Regulations),

unless otherwise specifically addressed in this article. Accessory structures visible from the right-of-way shall meet the site and building design standards of this article.

Section 117-836. Site Dimensional Standards

The general intent of the T-zones is to ensure that the scale of the built form, formality of public spaces, and intensity of uses will vary throughout the community, and shall be reduced in scale, formality, and intensity as they go further away from the core. The site dimensional standards for each T-zone are described in the following sections.

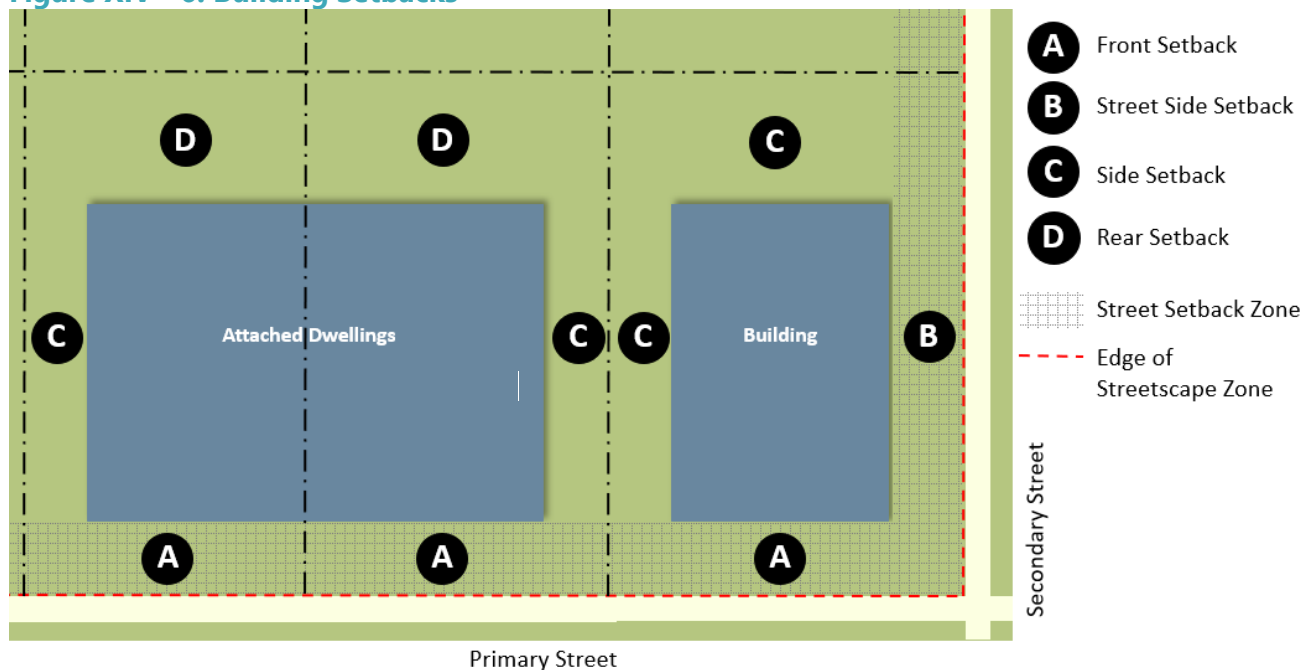
A. Lot Size

It is not the intent of this code to prevent development on existing lots or to require lot aggregation. Lots within the Form-Based Code area may be subdivided only if they meet a minimum lot depth of 100 feet. There are no minimum lot size or width requirements. However, subdivided lots must be adequate to accommodate the proposed development without the need for setback variances and not so wide that the building frontage requirement cannot be met.

B. Building Placement

The placement of a building on a site is critical to creating a coherent public realm. Urban development forms seek to support and foster pedestrian trips. Therefore, buildings need to be constructed in closer proximity to streets and sidewalks but not so close that the public realm is diminished. **Figure XIV - 6** illustrates the location of the street, side (interior), and rear setbacks.

Figure XIV - 6. Building Setbacks



1. *Required setbacks.* **Table XIV-1** contains the required setbacks by T-zone. See **Section 117-837.D** for minimum building frontage requirements, which are closely tied to the side setback requirements.

Table XIV - 1. Building Placement Standards by Transect

STANDARD	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Front Setback ^A	0' min. 6' max.	6' min. 10' max.	10' min. No max.	15' min. No max.
Street Side Setbacks ^B				10 min. No max.
Side Setback ^C	0'/6' min. ¹	0'/6' min. ¹	6' min.	6 min.
Rear Setback (lot or alley) ^D	10'			

¹ Zero-foot side yard setback permitted only if the adjacent building is also placed at the property line. Otherwise, 6' are required.

2. *Measuring setbacks.*

- a. Rear and interior side setbacks are measured from property lines (even if the site is split by a T-zone line).
- b. Setbacks along streets shall be measured from the property line but may require an additional setback to ensure sidewalks and parkways can be accommodated in front of the site, as identified in **Table XIV-2**. Due to the lack of right-of-way to accommodate adequate sidewalks and parkways along all streets, some development applicants will be required to dedicate an easement to the City to accommodate such features. Setbacks along the segment of Walnut Street from Palmetto Avenue to St. Johns Avenue shall be measured from the back of sidewalk.

Table XIV - 2. Sidewalks and Parkways by Street Segment

Street Segment	Sidewalk Width (min.)	Parkway Width (min.)
Orange Avenue and Ferris Street	8 ft.	6 ft.
All other streets	6 ft.	8 ft.

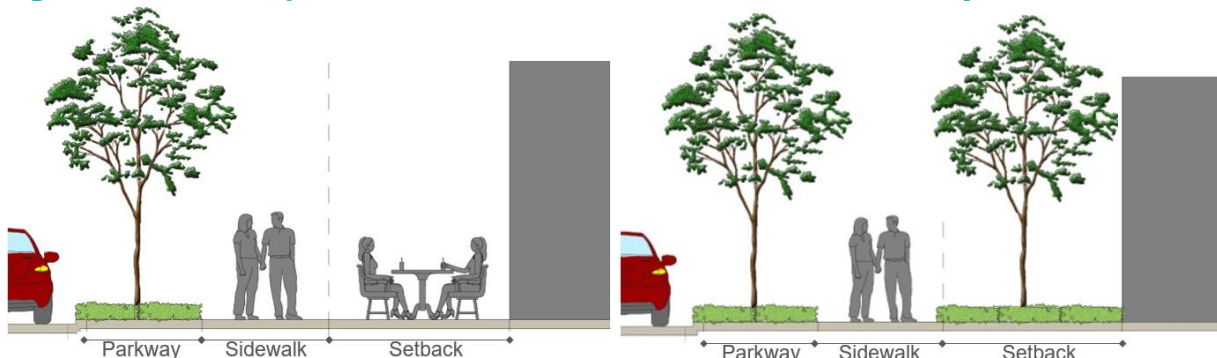
- c. The reconstruction of sidewalks and parkways shall be the responsibility of the development applicant but shall be coordinated with City staff. If the requirements cannot be met due to existing conditions or site constraints, the applicant may apply for a modification of standards (see **Section 117-832.B**). Provisions shall be made to connect existing and new sidewalks that have different alignments (see **Figure XIV-7**).

Figure XIV - 7. Connecting Existing and New Sidewalks



- d. The minimum and maximum setbacks along streets listed above do not apply to minor modifications but apply to new construction and major modifications (minor and major modifications are defined in **Section 117-831.B**).
 - e. The maximum setback requirement shall not apply to a major modification proposed to a historic home (identified in the City's Geohub Stories dashboard) as long as the modification preserves the residential character of the existing building,
3. *Setback Design.* The intent of the setbacks along streets is to provide a transition, both physical and visual, from the street to the building. The setback area should vary in design depending on the level of privacy desired along the building façade. Commercial buildings usually have a setback area designed to attract customers into the building, while residential, hotel and office buildings often have a setback area designed to provide privacy to the ground floor spaces, as shown on **Figure XIV-8**. Accessibility (ADA) laws shall be observed.

Figure XIV - 8. Examples of Front and Street Side Setback Area Activity



Examples of Street Setback design: outdoor seating (left) and buffer for residential uses (right).

The following setback area standards shall be met:

- a. Elements such as balconies, bay windows, and similar elements may encroach into the front and street side setback provided they do not interfere with required or protected landscaping. Allowed encroachments shall not extend into the public right-of-way.
- b. Setback areas along streets shall be landscaped unless the setback needs to be paved to allow for pedestrian interaction (as an extension of the public sidewalk)..

- c. Street furniture such as benches, trash receptacles, and/or bicycle racks may be installed within the setback area or within the parkway along local streets.
- d. Outdoor dining is permitted within the setback area as long as restaurants are allowed in the transect zone.
- e. Elements within the setback area (e.g., landscaping and other features) shall comply with the sight triangle requirements.
- f. No vehicular parking areas or drive aisles/lanes are allowed between the building and the street.

C. Impervious Surface Area

To balance the desire for urban form and development with the need to prevent flooding within the Form-Based Code area, a maximum impervious surface area (ISA) is established for each T-zone, as shown in **Section 113-4(d)**.

Section 117-837. Building Design Standards

This section establishes standards for building design. The standards apply to all T-zones.

A. Building Typology.

Form-based regulations use physical form, rather than separation of land uses, to shape the character of the area. Buildings within the Form-Based Code area shall adopt one of the following building typologies based on the location of the property within one of the transect zones. The building typologies do not necessarily refer to the use of the building, but rather to the character of it. For instance, an office or multi-family development may only be allowed in a T-zone if the building has the appearance of a house. The list of permitted building typologies by transect is provided in **Table XIV-3**.

Table XIV - 3. Permitted Building Typology by Transect

Building Typology	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Mixed Use	Y	Y	Y	N
Non-Residential Single Use	Y	Y	Y	N
Non-Residential Multiple Use	Y	Y	Y	N
Multi-Family	Y	Y	Y	N
House	N	N	Y	Y

1. *Mixed-Use Building.* A type of building designed for ground floor occupancy by retail, service, and/or office uses, with upper floors configured for office use or dwelling units. The ground floor must be designed for maximum pedestrian interaction (e.g., storefronts, outdoor cafes, etc.).

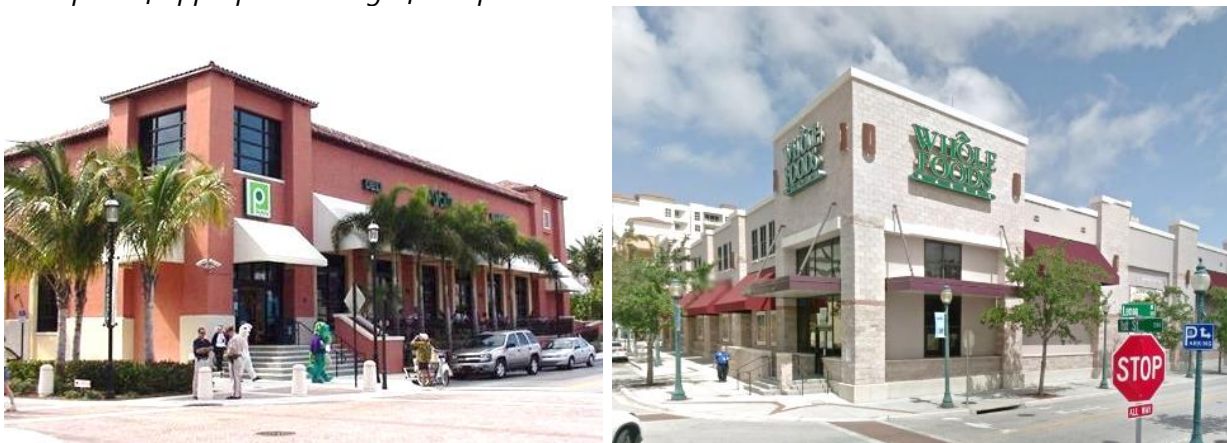
Figure XIV - 9. Mixed Use Buildings



2. *Non-Residential Single Use Buildings.* A type of building designed to accommodate stand-alone non-residential activities such as retail, banks, hotels, restaurants, offices, and service uses. Large scale buildings (e.g., big box retailers, movie theaters, wholesale stores), auto repair, drive-through facilities and service stations fall into this category and shall meet all site and building design requirements of this code.

Figure XIV - 10. Non-Residential Single Use Buildings

Examples of appropriate design for supermarkets:



Examples of other single-use buildings:



3. *Non-Residential Multiple Tenant Buildings.* A type of building designed to accommodate multiple non-residential activities such as retail shopping centers with individual entrances.

Figure XIV - 11. Non-Residential Multiple Tenant Buildings



4. *Multi-Family Building.* A type of building designed to accommodate townhouses, condominiums, and apartment uses.

Figure XIV - 12. Multi-Family Building Examples



5. *House.* A type of building designed to resemble a single-family dwelling ~~but used~~that may be utilized for any ~~other type of use~~ allowed in ~~permitted by~~ the T-transect zone. Regardless of the use, ~~the buildings with a~~ House building typology shall be designed as noted below:
 - a. A porch or stoop shall be provided facing the street.
 - b. Flat roofs are only allowed if they are combined with, and secondary to, sloped roofs.
 - c. Garages, ~~if provided,~~ shall be designed in one of two ways:
 - o Attached and recessed from the primary façade (not including porches, bays, or other minor projections) by a minimum of five feet, or
 - o Placed in the rear yard and accessed by either an alley or a side yard driveway.
 - d. Garage frontage shall only be allowed for buildings that are used as residential single-family ~~home and detached or two-family attached dwellings~~ shall not comprise more than 50 percent of the building's front façade.

e. Residential single-family detached and two-family attached dwellings featuring a House typology shall meet the following standards:

- o Minimum required living area: 1,000 square feet together with an attached or detached garage of at least ten feet by 20 feet. Attached garages shall be architecturally integrated into the design of the dwelling and structurally connected
- o Maximum lot coverage: 35 percent

Figure XIV - 13. House Building Examples



House used for office



House used for multi-family



B. Building Massing

The purpose of the building massing requirements is to break down large volumes into smaller volumes grouped together.

1. In no event shall buildings exceed a height to width ratio of 1:3 or 50 feet, whichever is less, without providing a substantial volume break which may consist of a projection or recess, a tower or bay, and/or an architecturally prominent entrance (see **Figures XIV-14** and **XIV-15**). Vertical and horizontal projections and recesses shall have a minimum height, depth, and width of five feet.
2. Roofs or assemblies of roofs shall also be articulated to reduce building mass. Roof heights shall vary using the parameters listed in subsection 1, above.
3. Buildings on corner lots shall incorporate distinctive architectural treatments (e.g., corner entrance, tower) to emphasize their prominent location.

Figure XIV - 14. Example of Building Articulation Spacing

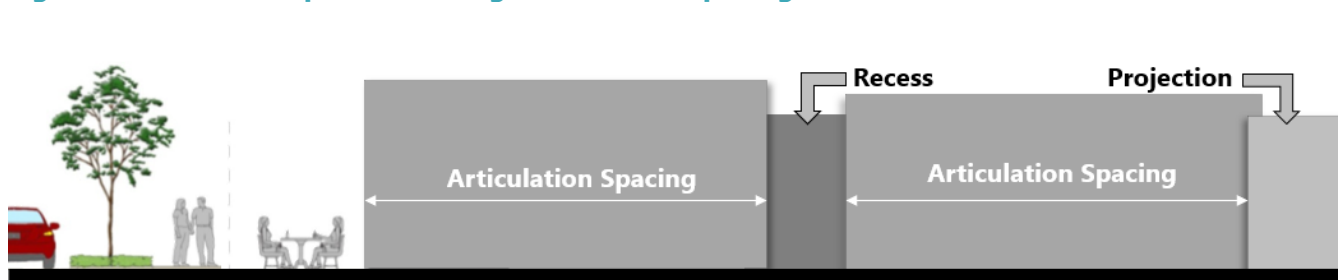
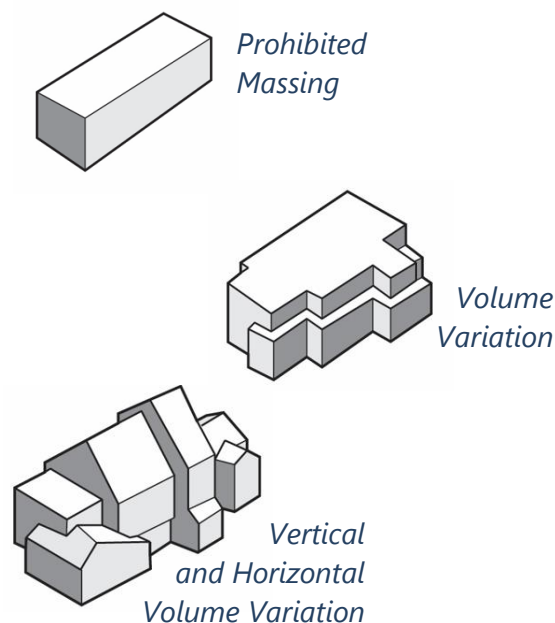


Figure XIV - 15. Massing



C. Building and Floor Height

Table XIV-4 establishes the permitted building and floor height for each transect zone. The floor height requirements shall not apply to single family homes.

Table XIV - 4. Building and Floor Height Standards by Transect

	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Building Height	20' min. 2 stories max.	20' min. 3 stories max.	16' min. 2 stories max.	16' min 2 stories max.
Height with Bonus (see Sec. 117-834)	NA	4 stories	3 stories	NA
Ground Floor Elevation (above sidewalk or finished grade)	24" min. residential	24" min. residential	24" min. residential	24" min. residential
Ground Floor, Ceiling Height	12' min./20' max.	12' min./20' max.	9' min./14' max.	9' min./14' max.

Upper Floor(s), Ceiling Height	9' min./14' max.	9' min./14' max.		
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The following standards shall also apply:

1. Whenever a site is split between two or more zones, each frontage must comply with the building height restrictions and such height may extend back to the midpoint of the block length along the secondary street where the height must be stepped down.
2. Towers and cupolas extending above the roofline are generally intended to be visual landmarks and accentuate corners. If used, they shall not exceed a footprint of 30 feet by 30 feet and may extend up to ten feet above the designated height limit. See **Figure XIV-16**.
3. Floor height shall be measured from finished floor to finished ceiling. A single story exceeding the maximum floor height allowed shall be counted as two stories. Mezzanines extending beyond 33% of the floor area shall be counted as an additional story.
4. Buildings spanning two or more transect zones may use the *floor* height standards required within each zone or the standards of the most intensive zone on the entire site.

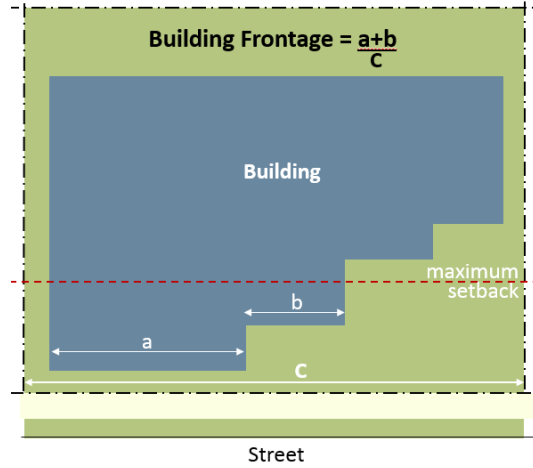
Figure XIV - 16. Tower (left) and Cupola (right)



D. Building Frontage.

The purpose of the building frontage requirements is to ensure façade continuity and activity along the street, in addition to avoiding large expanses of blocks that are not framed by buildings. The building frontage standards are stated in **Table XIV-5** as a proportion of the building width (within the minimum and maximum building setbacks) relative to the width of the development site measured along the property line along the street. Portions of the building façade outside the required building setbacks do not count as building frontage (see **Figure XIV-17**).

Figure XIV - 17. Building Frontage

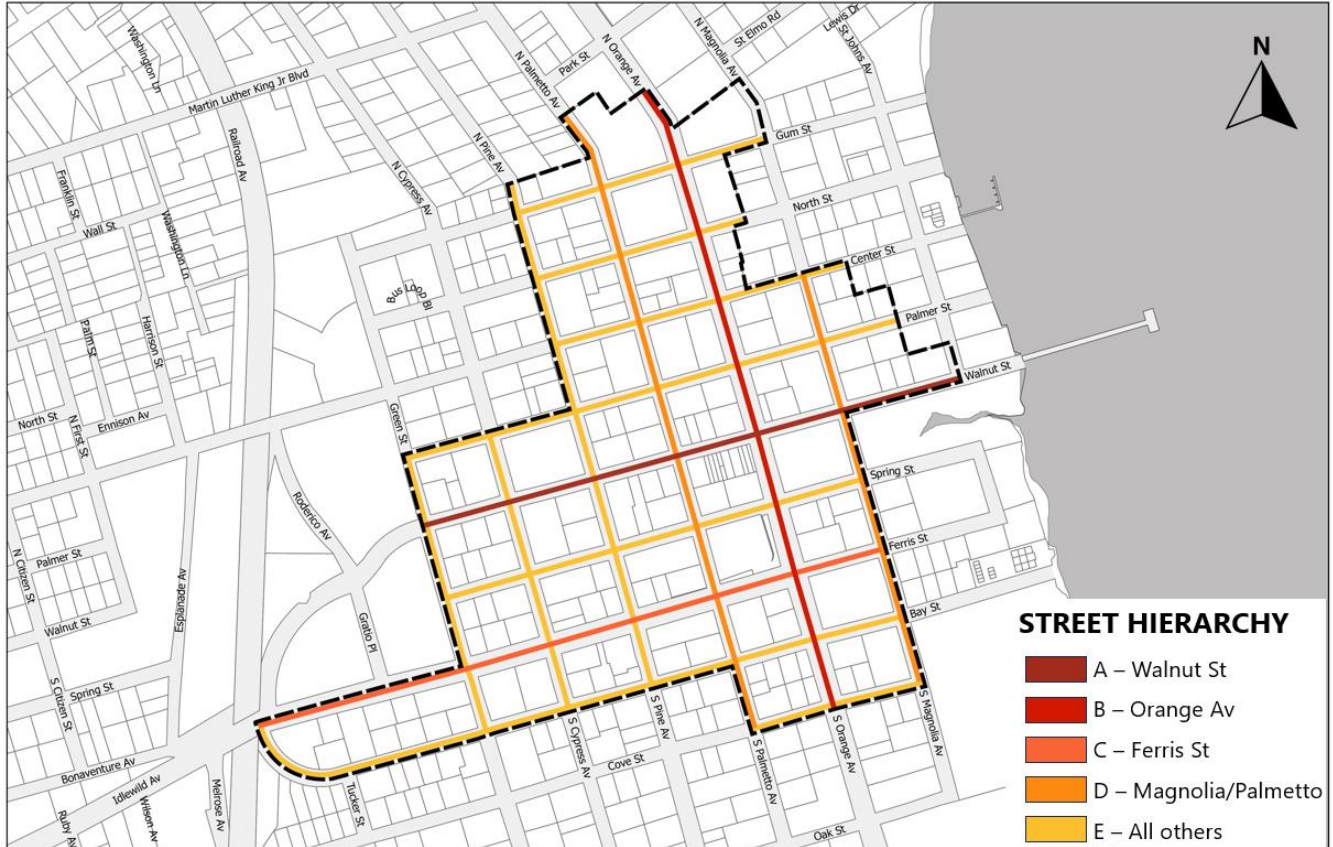


In the case of corner or multiple frontage lots, the frontage requirement shall be met along the highest priority street (per **Figure XIV-18**). Along lower priority streets, the minimum building frontage shall be 30%.

Table XIV - 5. Building Frontage Requirements by Transect

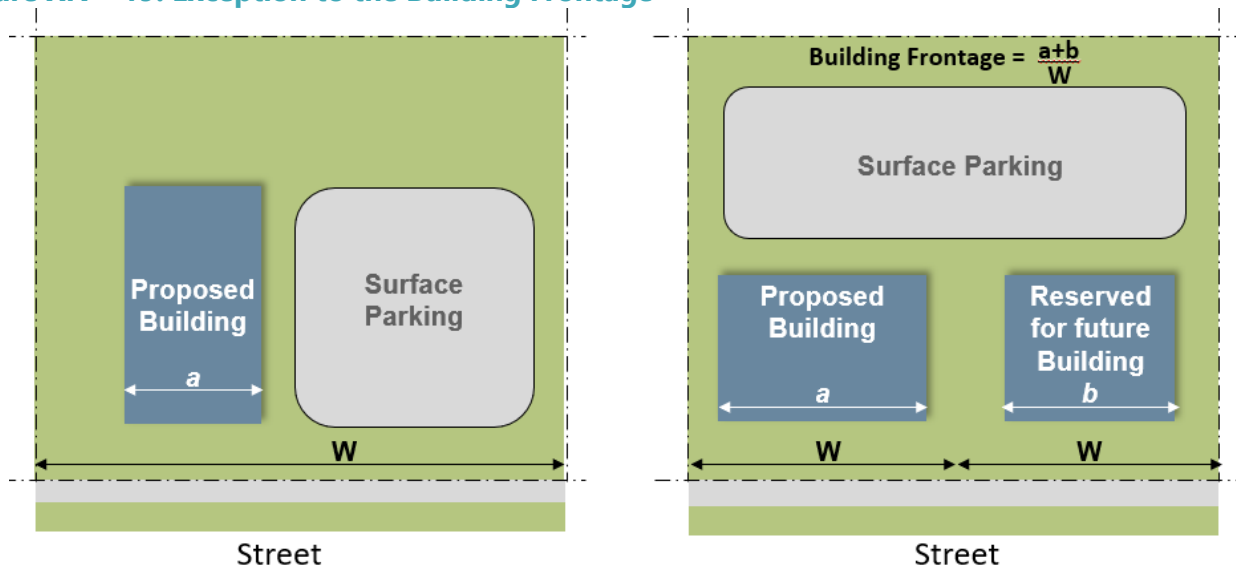
STANDARD	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Required Frontage	80% min.	60% min.	40% min.	40% min.

Figure XIV - 18. Street Hierarchy



1. Single family, duplex, live-work units, libraries, churches, public utility buildings, and schools (elementary, middle, and high) are not subject to the minimum frontage requirements.
2. Gas stations, drive-through facilities, and other auto-oriented developments, if allowed per **Section 117-3**, shall be designed to comply with the building frontage requirements (see also **Section 117-838.B**).
3. Developments with multiple street frontages may not meet the building frontage requirements along all sides. In those instances, the applicant may request a modification of standards. If approved, any street frontages that do not have buildings within the minimum and maximum required setbacks shall provide a street wall along the site frontage (excluding access points).
4. In the event the proposed building is too small to meet the minimum building frontage requirement, the applicant shall have the option to set aside room on the site for future buildings that will, when added to the small building, meet the frontage provisions, as shown on **Figure XIV-19**. No platting will be required, but the concept plan shall show the area available for future development and may not include any improvements other than a street wall delineating the site.
5. In the case where the required building frontage cannot be met due to the need to provide vehicular access from the street, a gateway, arch, or similar feature shall be provided to preserve the block continuity and may be counted toward meeting the building frontage requirement, as shown on **Figure XIV-20**.
6. No maximum lot width is prescribed for development within some of the transect zones. However, the width of a lot shall not be justification for not meeting the building frontage requirements.

Figure XIV - 19. Exception to the Building Frontage



*Left: Site layout not allowed as the building width (a) is too narrow to meet the minimum building frontage.
 Right: Reserve room for a future building to meet the minimum building frontage.*

Figure XIV - 20. Gateway Feature



Gateway feature designed to meet minimum building frontage.

E. Building Frontage Design.

Building frontages (e.g., storefronts, arcades, galleries, stoops, forecourts, porches) addressed in the following subsections may be used as shown in **Table XIV-6** and shall conform to the standards contained in those subsections.

Table XIV - 6. Permitted Frontage Types by Transect

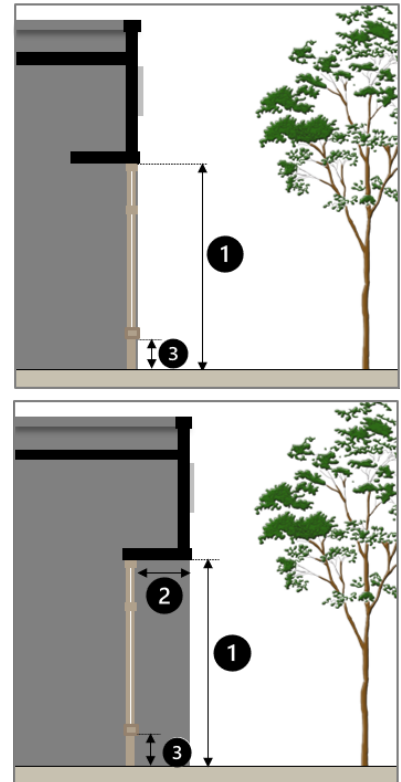
DOWNTOWN CORE ¹	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Storefront, awning/canopy, forecourt, stoop, gallery/arcade	Storefront, awning/canopy, forecourt, stoop, gallery/arcade	Forecourt, awning/canopy, storefront, porch, stoop	Porch, stoop

¹ Stoops and forecourts are not allowed on Walnut Street from Palmetto to Orange Avenue.

1. Storefronts

Storefront refers to the building façade designed to attract shoppers using display windows, entrances immediately adjacent to the sidewalk, awnings, canopies, and signage. While building style is not regulated within the Form-Based Code area, storefronts have a detailed set of design requirements to ensure they function properly and integrate smoothly with the historic storefronts on Walnut Street. The following are the minimum requirements for storefronts along Walnut Street from Palmetto Avenue to Orange Avenue (optional/recommended for all other zones).

Height, Clear	8' min.	1
Door Recess	5' max.	2
Bulkhead	18" min.; 30' max.	3
Distance between glass panels	2' max. (horizontal)	



New storefronts and modifications to existing storefronts shall meet the following standards:

- a. Storefronts are allowed in the Downtown Core and Primary Corridor zones and required along Walnut Street from Palmetto Avenue to Orange Avenue.
- b. The storefronts shall be located between the minimum and maximum setbacks.
- c. Storefronts shall include all the elements listed in **Figure XIV-21**. A canopy, arcade, or gallery may be used instead of the awning.
- d. Storefronts shall have an expression line (see **Figure XIV-21**) above, between the first and second story.
- e. Storefront windows may not be made opaque by window treatments (except operable sunscreen devices within the interior space).
- f. Reflective and frosted glass is prohibited on storefronts.
- g. Storefront doors shall contain at least 60 percent transparent glass. Solid doors are prohibited.
- h. The design of the upper stories varies depending upon the architectural style of the building. However, the upper floor must have single or paired, vertically oriented windows with clearly defined sills and lintels, and a cornice topping the parapet if a flat roof is used.

Figure XIV - 21. Components of a Storefront

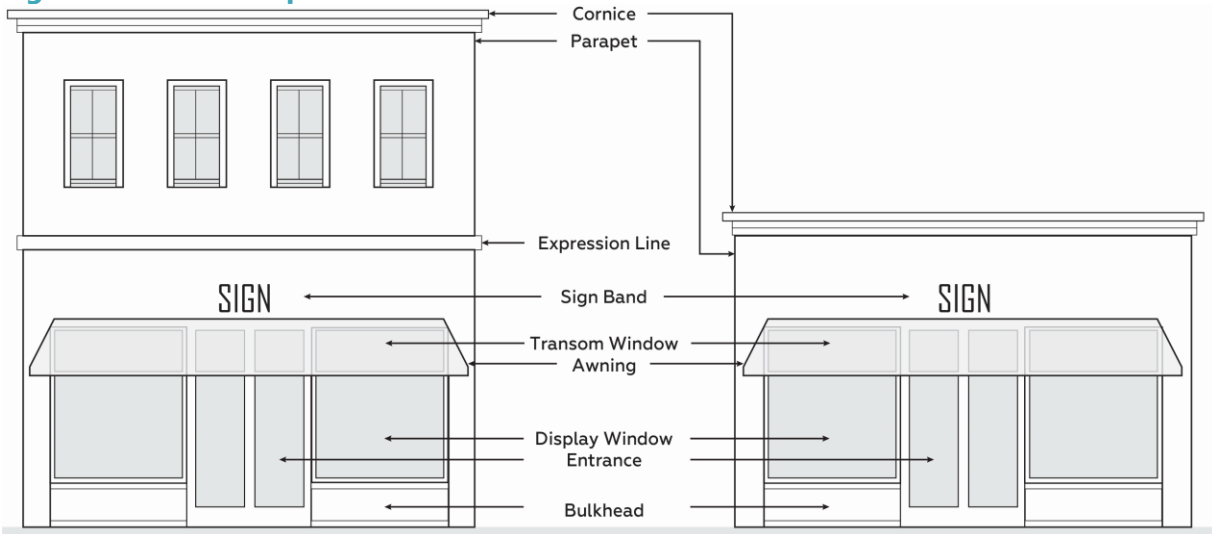


Figure XIV - 22. Examples of Storefronts



Storefronts with recessed entries



Storefronts with chamfered corner entries



2. Awnings and Canopies

Awnings and canopies (flat cantilevered structures also known as marquees) may be used to accent windows and doors and to protect pedestrians from the elements. **Table XIV-6** notes the transect zones where they are allowed/encouraged. All new awnings and canopies shall meet the following standards.

Depth	6' min.	①
Cumulative Width	70% min. of proposed façade width within setback	②
Height, Clear	8' min.	③

New awnings and canopies shall meet the following standards:

- Awnings and canopies shall not cover architectural elements such as cornices or ornamental features. Transom windows, however, may be covered.
- High-gloss materials, fabrics that resemble plastic, and aluminum shall not be permitted materials for awnings.
- Domed, bubble, and hoop style awnings are prohibited.
- Awnings should at minimum match the width of the window or door opening.
- Backlit awnings are not allowed.
- The highest point of a first-floor awning on a multi-story building shall not be higher than the midpoint between the top of the first story window and the bottom of the second story window sill.
- Awnings and canopies may extend over the right-of-way but shall not project closer than two feet from the vertical projection of the back of the curb.

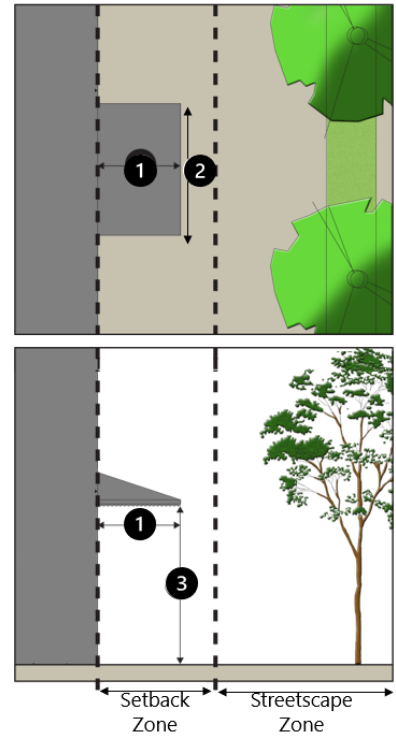


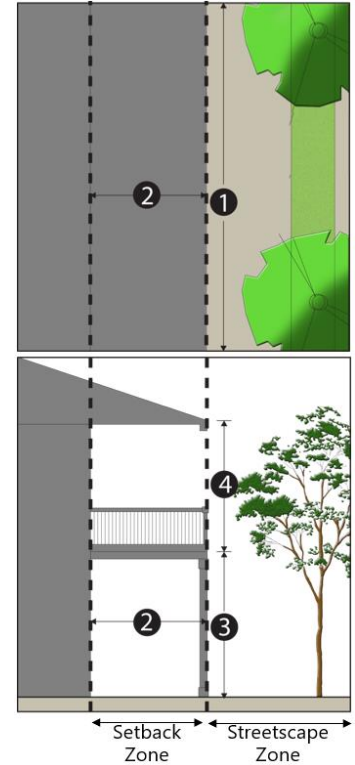
Figure XIV - 23. Awnings (Left) and Canopies (Right)



3. Gallery

Galleries and arcades are colonnades extending along the full or partial frontage of a building. Unlike arcades, galleries lack habitable space above, and thus, appear lighter in nature. Galleries may extend over the sidewalk. **Table XIV-6** notes the transect zones where galleries are allowed/encouraged. When used, galleries shall meet the following standards.

Width	75% of façade width min.	①
Depth, Clear	8' min.	②
Ground Floor Height, Clear	10' min.	③
Upper Floor Height, Clear	9' min.	④
Height	2 stories max.	
Setback from Curb	2' min. (see below)	



Galleries shall meet the following standards:

- Galleries extending over the sidewalk are subject to a right-of-way encroachment permit from the City. Along state roads, they are allowed to encroach only if FDOT allows it.
- Gallery openings shall correspond to storefront entrances.
- Galleries may be one or two stories.

Figure XIV - 24. Examples of Galleries



4. Arcade

Arcades are colonnades extending along the full or partial frontage of a building and have habitable space above. **Table XIV-6** notes the transect zones where they are allowed/ encouraged. All new arcades shall meet the following standards.

Ground Floor Height, Clear	10' min.	1
Depth, Clear	8' min.	2
Width	75% of façade width min.	3

Arcades shall meet the following standards:

- a. Arcade openings shall correspond to storefront entrances.
- b. Arcades may not encroach into the public right-of-way.

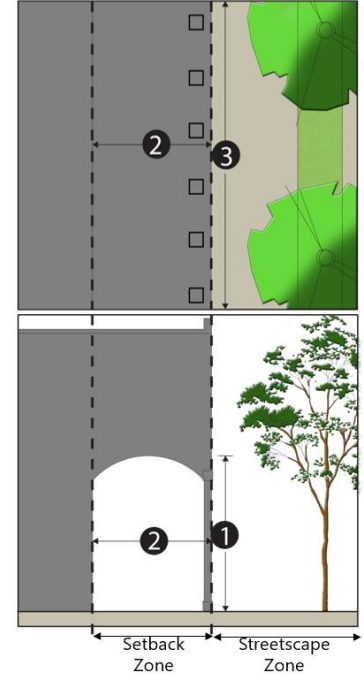


Figure XIV - 25. Examples of Arcades



5. Forecourt

A forecourt is a type of building frontage that has a portion of the façade recessed from the street to create a courtyard. This space can be used as an apartment or office entry court, garden space, or for outdoor seating or dining. **Table XIV-6** notes the transect zones where forecourts are allowed/encouraged. All new forecourts shall meet the following standards.

Width	12' min., 50% of front façade or 50' max. whichever is less.	1
Depth	12' min., 40' max.	2

Forecourts shall meet the following standards:

- a. Forecourts may be landscaped or paved and enhanced with landscaping.
- b. Forecourts are not intended to be covered; however, awnings and umbrellas are allowed and encouraged.
- c. Forecourts meeting the requirements of this section shall be counted as building frontage to meet the requirements of **Section 117-837.D** (Building Frontage).

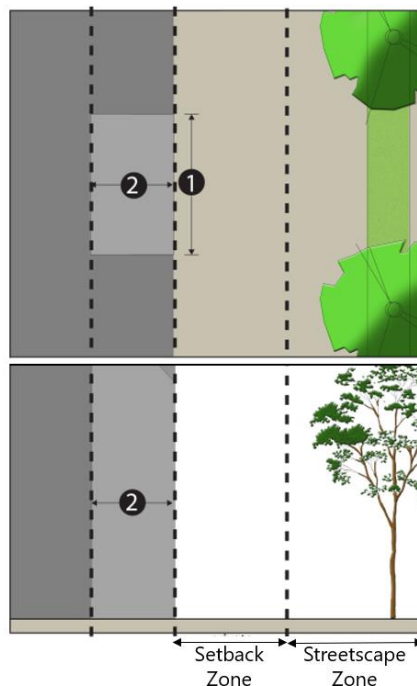
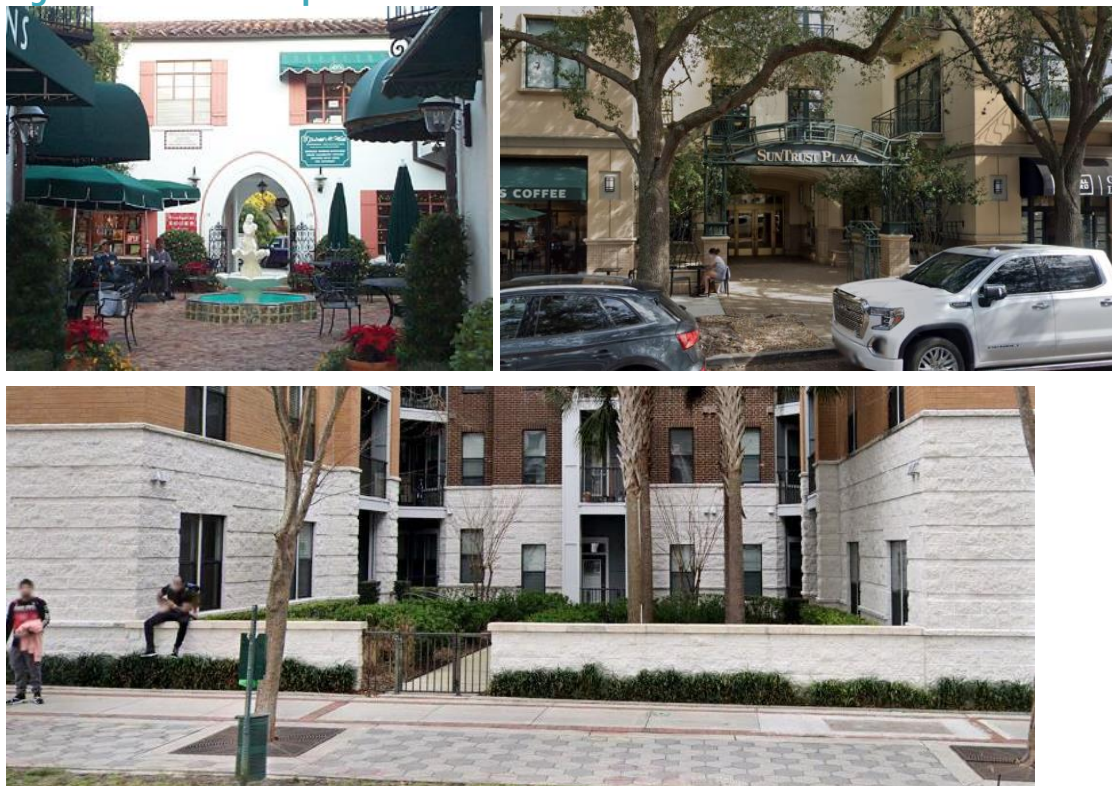


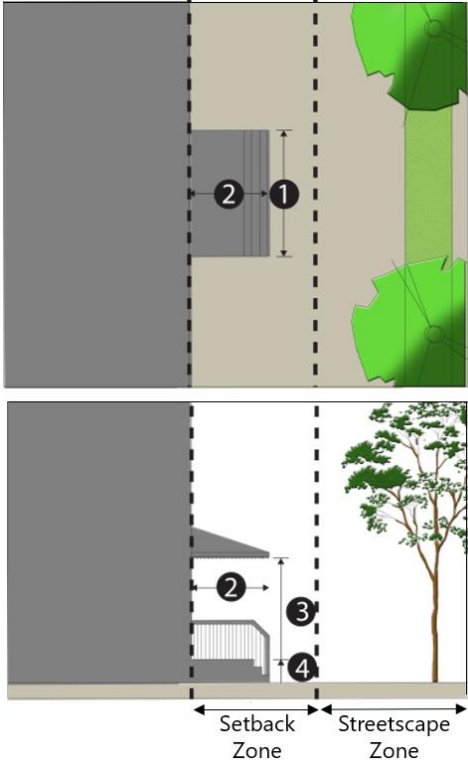
Figure XIV - 26. Examples of Forecourts



6. Stoop

A stoop is a small platform and/or stairway at a building entrance, commonly covered by a secondary roof or awning.

Width	5' min., 8' max.	①
Depth	5' min., 8' max.	②
Height	8' min.	③
Finish Level Above Sidewalk	24" min.	④



Stoops shall meet the following standards:

- a. Stoops are typically used in conjunction with residential and lodging uses but may also be used in conjunction with office uses.
- b. Stairs from the stoop may descend forward or to the side.
- c. Stoops may extend forward of the minimum setback line but shall not extend into the public right-of-way.

Figure XIV - 27. Examples of Stoops

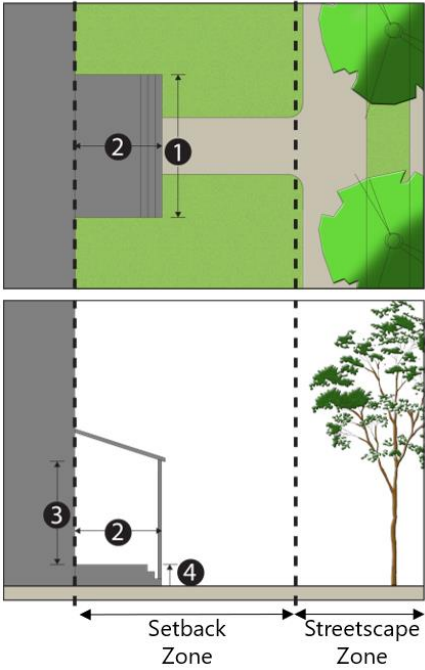


7. Porch

A porch is a roofed space attached to the outside of an outer wall of a building and open on one or more sides. Porches may feature railings, a screen, or glass enclosure.

Table XIV-6 notes the transect zones where porches allowed/encouraged. All new porches shall meet the following standards.

Width	10' min.	1
Depth	8' min.	2
Clear Height	8' min.	3
Finish Level Above Sidewalk	24" min.	4



Porches shall meet the following standards:

- a. Stairs from the porch may descend forward or to the side.
- b. Porches may encroach into the setback but shall not extend into the public right-of-way.
- c. Porches may be open or enclosed. However, porches enclosed in glass or other solid materials may not encroach into the setback.
- d. Porches may be one or two stories.

Figure XIV - 28. Porches



F. Façade Articulation

Facades facing a street or public space shall not exceed 20 horizontal feet and ten vertical feet (see **Figure XIV-29**) without including at least one of the elements listed below. Landscaping and signs shall not be considered façade elements.

1. Awning or canopy.
2. Gallery, arcade, forecourt, stoop, or porch.
3. A vertical or horizontal offset, column, band, cornice, or similar element with a minimum depth of six inches.
4. Expression line between floors. Bands of colors without a change in plane or material shall not be used for architectural detail (**Figure XIV-30**).
5. Balcony.
6. Window.
7. Door.
8. Any other treatment that meets the intent of this section and is approved during the review of the development plan.

Figure XIV - 29. Façade Articulation



Examples of blank wall exceeding 20 horizontal feet by 10 vertical feet without articulation

Figure XIV - 30. Color Bands



Left: Color bands without change in plane or materials. Right: Color bands using different planes.

G. Entrances

1. The primary entrance to every building must directly face a street or a forecourt (see **Section E.5** above). Additional building entrances are permitted. Corner lots shall orient the primary entrance to the highest priority street or may provide a corner entrance, if the corner is located at an intersection featuring the highest priority streets. See **Figure XIV-18** for street hierarchy.
2. Public entry and exit doors which swing outward shall be recessed into the façade a minimum of three feet where the building abuts the sidewalk.
3. Multifamily or multi-tenant buildings featuring a single entrance shall locate the entrance facing the right-of-way and the entrance shall be designed to stand out through the use of architectural features, a stoop, canopy, or similar elements (see **Figure XIV-31**).

Figure XIV - 31. Prominent Single Entrances



4. Buildings with multiple entrances (e.g., duplex, townhouses, multifamily) shall have at least one entrance facing the right-of-way (see **Figure XIV-32**) or facing a forecourt (**Section E.5** above).

Figure XIV - 32. Multiple Entrances



L: Combination of exterior and interior facing doors; R: Exterior facing doors

H. Fenestration

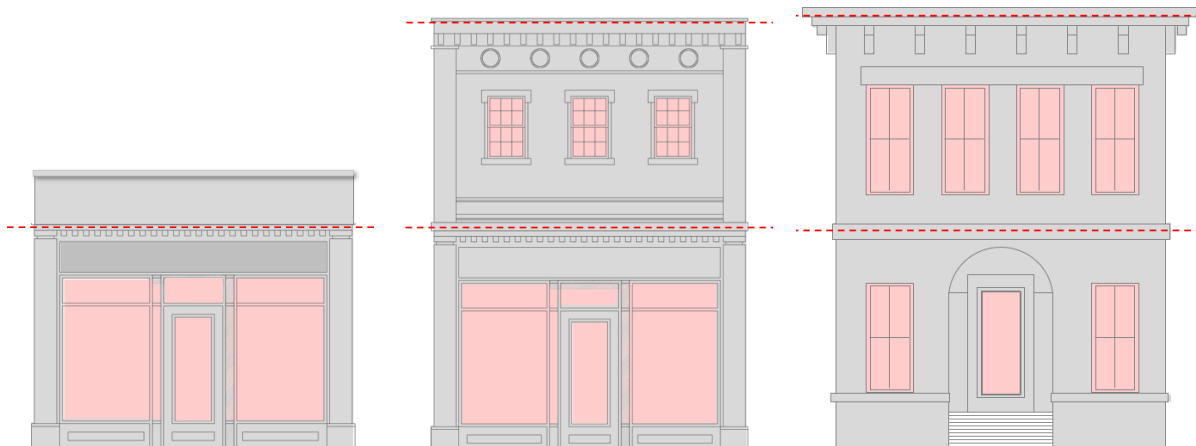
All building façades fronting a street or public space shall meet the minimum fenestration requirements outlined in **Table XIV-7**. Fenestration refers to the arrangement of windows and doors along a facade. The percentage of fenestration shall be calculated per floor and shall be a total percentage of windows and glass doors (represented in pink in **Figure XIV-33**) along that portion of the façade.

Table XIV - 7. Fenestration Standards

	Ground Floor	Upper Stories
Buildings with storefront	40% min.; 90% max.	15% min.; 50% max.
Other buildings	25% min.; 90% max.	15%; 50% max.

1. Glass block is not considered transparent and shall not count toward the minimum fenestration requirement.
2. Interior shelves or furniture shall not fully or partially block windows used to meet the transparency and fenestration requirements.

Figure XIV - 33. Façade Fenestration



I. Windows

1. Window openings shall include a structural lintel above to express the conveyance of building weight.
2. Windows shall be vertically proportioned or subdivided to appear vertical.
3. Windows and glass doors shall utilize clear glass with no less than 90 percent Visible Light Transmission (VLT, percentage of light that passes through the window) for retail establishments, and 50 percent for office and residential uses.
4. To provide clear views of merchandise in stores and enhance the pedestrian shopping experience, the first-floor windows of all retail buildings facing the street shall remain unblocked for at least 60% of the surface of the window.

J. Building Materials.

Façade materials visible from the street shall be selected based on compatibility with the building style and neighborhood character.

1. Prohibited Façade Materials: Cedar shakes, wood shingles, or shakes; metal/steel walls; corrugated or reflective metal panels (not intended to prohibit metal roofs or architectural accents); unfinished block, textured plywood, mirrored glass, plastic siding, tile (except as an architectural accent), chain link fencing, and polyurethane and polystyrene foam products (except as an architectural accent).
2. Material Changes
 - a. When materials are combined on a building façade horizontally, heavier materials shall occur below lighter materials.
 - b. Changes from one material or color to another along the horizontal direction shall occur at "inside corner" transitions (**Figure XIV-34**).
 - c. Changes in material or color along the vertical direction shall occur at a hard-edge "bump- out" transition which gives materials a surface to terminate against.

Figure XIV - 34. Material or Color Changes



K. Foundation Screening.

Foundations visible between the ground and the base of the building shall be screened with durable materials including painted lattice or brick, wood paneling, stucco, or stone. Additionally, shrubs shall be planted along this foundation line to soften the architectural edge.

L. Accent Lighting

~~Permanent lighting used to accentuate buildings is permitted as follows:~~

~~For the purpose of this Form-Based Code, accent lighting refers to strip/rope lights, string lights, and flood/spotlights used to highlight buildings/building features. Rope Lights consist of a series of LED bulbs encased in a flexible, plastic tube. Strip lights consist of a flat flexible circuit board strip with closely spaced LED bulbs. String lights consist of small light bulbs hanging from a string, wire, or cable. Flood lights are broad-beamed lights designed to illuminate a specific area. Spotlights cast a narrow and focused beam of light on a specific area or object.~~

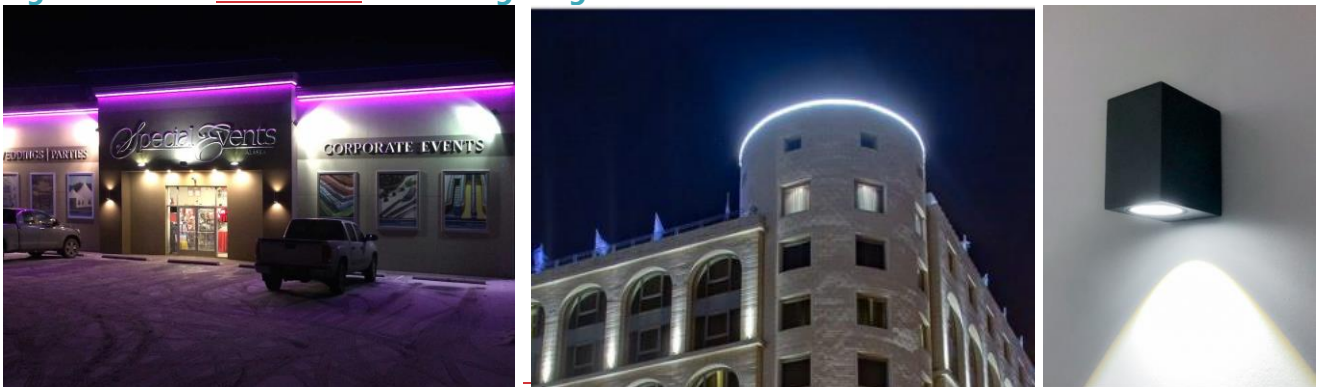
Figure XIV - 35. Permitted Accent lights in the form of string or LED rope lights



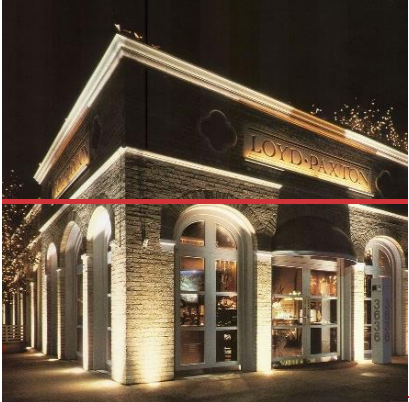
Strip Lights Rope Lights String Lights Flood Lights Spotlight

1. Accent lights outlining a building cornice or roof edge are permitted ~~in all zones except the Downtown Core Zone.~~ Lights used to outline windows, doors, or other façade features are prohibited. ~~In the Downtown Core Zone, only incandescent or LED lighting in white or soft white colors shall be allowed to maintain the historic character of the corridor. throughout the form-based code area.~~
2. Flashing or moving accent lights shall be prohibited.
3. Lights that automatically change colors shall be programmed to change at intervals of less than once per hour.
4. Up lights contribute to light pollution in the sky and shall be prohibited. ~~Spotlights illuminating downward are allowed.~~ Cut-off fixtures are required.
5. Light intensity, measured at the edge of the lot at five feet above ground level, shall not exceed 3.0 foot-candles. Incandescent lights shall be limited to 75 watts per fixture, fluorescent lights to 20 watts per fixture, and LED lights to 15 watts per fixture.
6. Any light source or lamp that emits more than 900 lumens shall be concealed or shielded with full cut-off style fixture with an angle not exceeding 90 degrees to minimize glare and unnecessary light diffusion onto adjacent properties and streets.
7. Where existing light fixtures cause visible glare to residential uses or motorists on the adjoining public rights-of-way, the fixtures shall be either shielded, redirected, replaced, or removed to eliminate the nuisance.
8. Accent lighting incorporated into a sign shall be counted as part of the sign.
9. Security lighting is excluded from the provisions of this section.
10. ~~All existing outdoor lighting shall meet the standards of this section within a period of five years from the date of adoption.~~

Figure XIV - 36. Permitted Accent Lighting



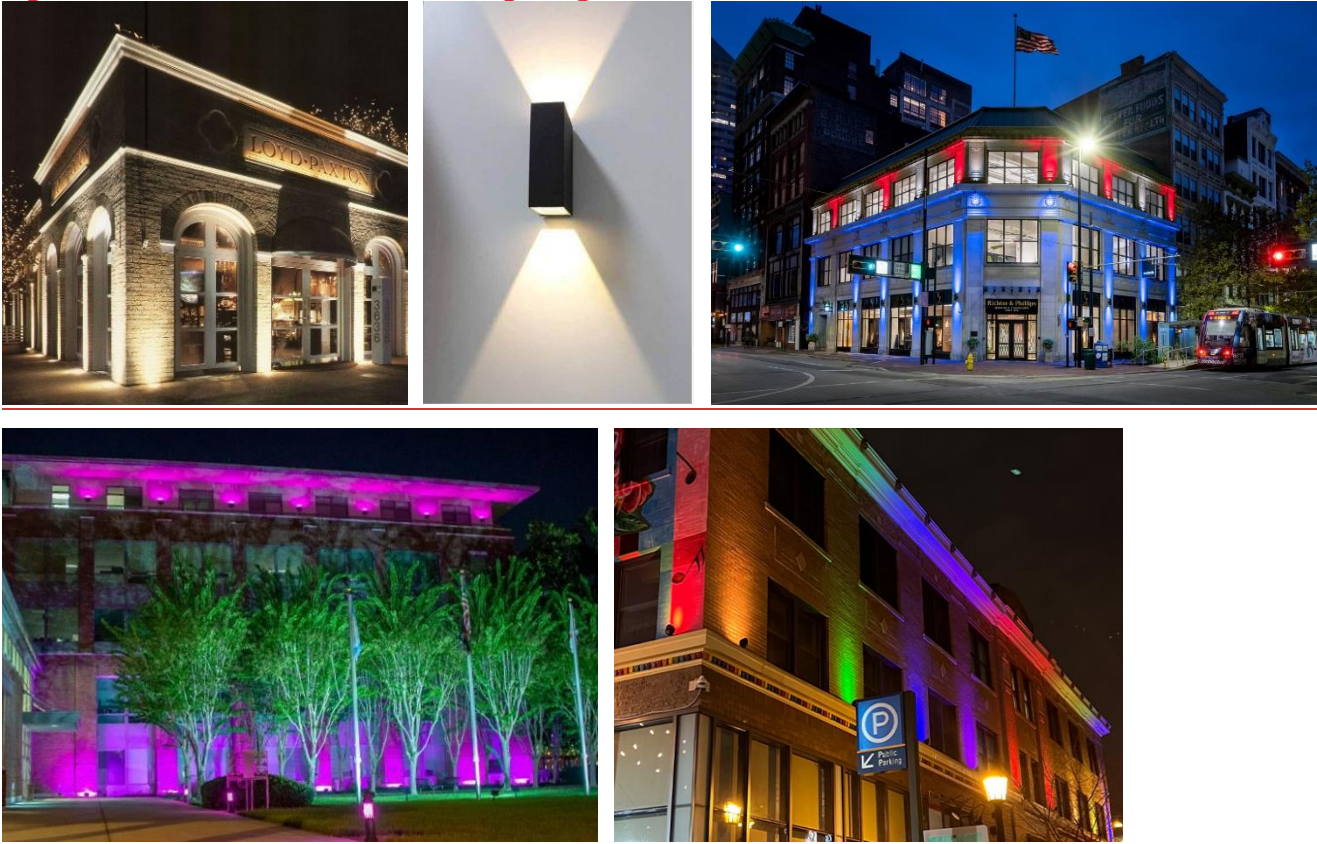
ABOVE: LED rope lights outlining the building cornice (permitted) BELOW: String lights outlining the cornice



Up lights (prohibited)



Figure XIV - 37. Prohibited Accent Lighting



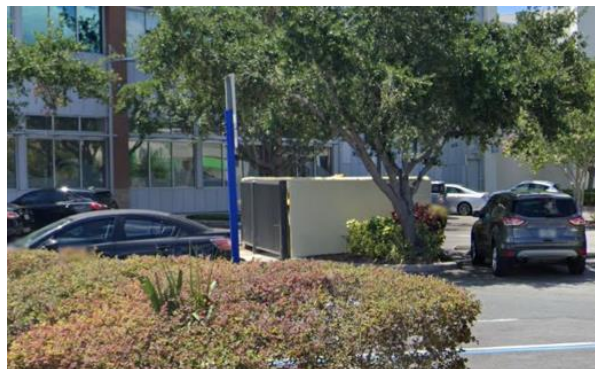
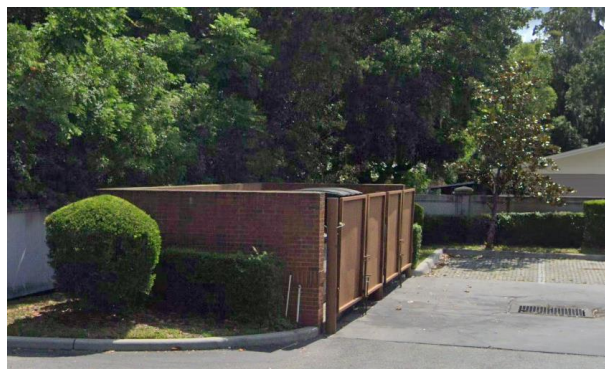
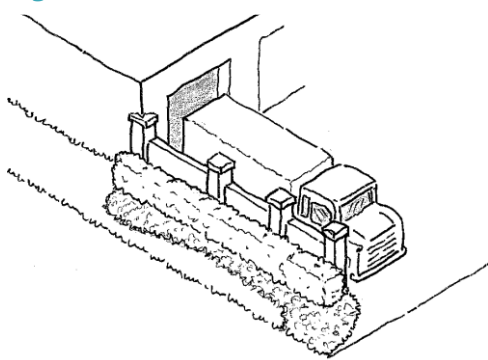
M. Service Areas & Mechanical Equipment

Mechanical equipment, for the purpose of this code, shall include any heating, ventilation, and air conditioning (HVAC) or electrical machinery but also includes air compressors, hoods, mechanical pumps, exterior water heaters, water softeners, utility and telephone company transformers, meters or boxes, garbage cans, storage tanks, generators, geothermal wells, and similar elements. For the purpose of this code, electric vehicle (EV) chargers are not deemed mechanical equipment.

- 1. New development or major modifications as defined in **Section 117-831.B** will require the placement of utility lines underground, where physically feasible.

2. Service areas, waste disposal containers, mechanical equipment, loading docks/spaces, satellite dishes, air conditioning equipment and similar elements shall be located in the rear or to the side of buildings and screened from view from adjacent public rights-of-way and pedestrian walkways. Dumpsters must meet the standards of **Section 113.246(7)** except that chain link fencing shall not be allowed. The enclosure shall be at least 6 feet high. Where possible, they shall be incorporated into the primary building design (**Figure XIV-3638**).
3. Loading docks, overhead doors, and other service features shall not be located within view from residential buildings.
4. Shared loading facilities between adjacent uses are acceptable provided they meet the minimum space size requirements of this Land Development Code and are designed, located, and arranged to be usable by such uses. Share use agreement shall be required.

Figure XIV - 38. Service Area Screening



Dumpsters placed in the rear of the site and screened by walls.

5. If mechanical equipment needs to be located at-grade, and is visible from an adjacent street or sidewalk, it shall be inset into the building façade and screened with doors, a solid fence, or street wall (see **Figure XIV-3739**).

Figure XIV - 39. Mechanical Equipment Screening



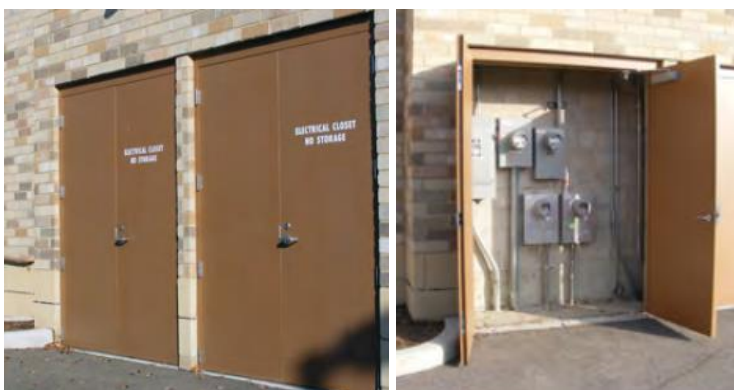
Prohibited (utilities facing street)



Prohibited (not facing the street, but still visible)



Allowed (utilities screened by fence)



Preferred (utilities inset into the building and behind doors)

6. Rooftop mechanical equipment shall be integrated into the overall mass of a building by screening it behind parapets or by recessing equipment into hips, gables, parapets, or similar features (see **Figure XIV-3840**).
7. Rooftop equipment shall be set back from the edge of the roof by a distance at least equal to the height of the screening to minimize visibility from surrounding streets.

Figure XIV - 40. Rooftop Units Screening



Allowed



Prohibited

8. Shopping cart storage shall be located inside the building or shall be screened by a four-foot wall consistent with the building architecture and materials.

Section 117-838. Supplemental Site and Building Standards

A. Civic Buildings

Civic Buildings may include, but are not limited to, municipal buildings, religious facilities, libraries, schools, recreation facilities, and places of assembly. These buildings should represent landmarks of the community (see **Figure XIV-3941**). Therefore, they shall meet the transect zone standards except for the following provisions:

1. The design and construction of Civic Buildings shall be of the highest quality to reflect the importance of these buildings within the community and with their function as landmarks in mind.
2. The scale of Civic Buildings should typically be larger than surrounding buildings to be more prominent and visible across greater distances.
3. Prominent roof forms and elements such as cupolas can visually extend the height of the building (not the number of stories). These features shall not exceed 20 feet above the T-zone's permitted height limit.
4. No maximum setbacks shall be applied provided the front yard is not used for parking, driveways, or other vehicular use areas and instead is used for public gatherings.
5. Floor-to-ceiling height and architectural details shall be proportionately larger than those of private buildings.
6. Building design requirements may be waived provided the individual facades do not feature large expanses of blank walls and instead incorporate elements consistent with the style. A minimum fenestration of 40% shall be met per façade (not per floor) visible from the public right-of-way.

Figure XIV - 41. Examples of Civic Buildings that stand out as landmarks





B. Gasoline Service Stations

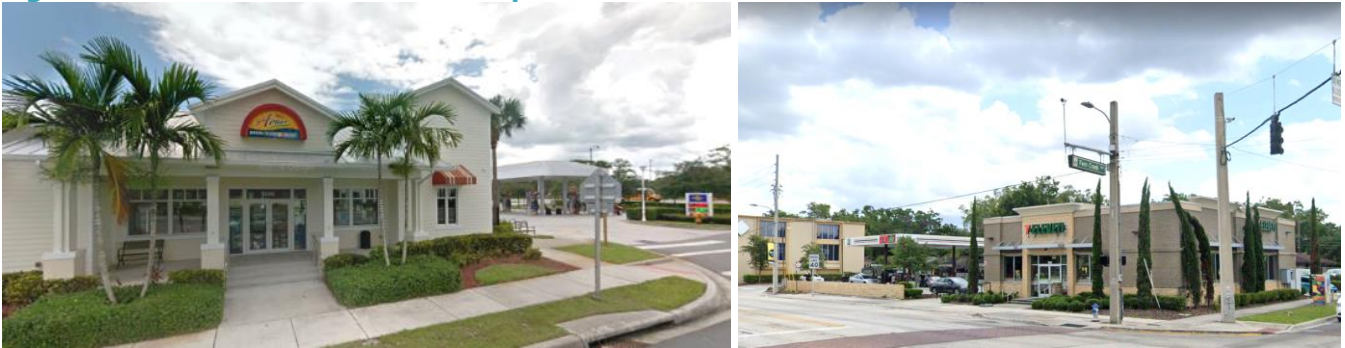
Gasoline service stations may be permitted as shown in **Section 117-3**. However, all new and existing stations undergoing major modifications shall meet the standards of this article and the following provisions:

1. A ground-floor convenience store or service building shall be located in the front of the site (see **Figure XIV-4042**) meeting the required setback of the T-zone. All pumps, parking and drive aisles, car wash, and service bays shall be located to the side (interior only) or rear of the main building.
2. A street wall shall be provided to screen vehicular use areas (see **Section 117-840.D** for street wall standards).
3. Accessory car wash structures shall not exceed 20 feet in height (excluding hip or gable roof, if used).
4. Accessory car wash openings, service, and storage areas, and refuse enclosures shall be oriented away from public view.
5. Lighted bands or tubes or applied bands of color (other than permitted as signage) are prohibited.
6. Site lighting shall minimize direct and reflected glare and excess brightness. Therefore, only cut-off fixtures shall be allowed.

Figure XIV - 42. Gas station Orientation



Figure XIV - 44. Service Station Examples



Gas Station main facade with pumps to the side of the building

C. Drive-through Facilities

Drive-through facilities are auto-oriented and, therefore, may only be allowed within the Form-Based Code area if they are listed in **Section 117-3** and meet the standards of this article, including the following:

1. Drive-through lanes and windows shall be located along the side or rear of buildings, away from street frontages (see **Figures XIV-4244 and XIV-4345**). If the use is located within a building that has a parking garage, the drive through windows/bays shall be located within the garage (see **Figure XIV-4446**).
2. Remote drive-through facilities (on a site separate from the principal use) shall be prohibited.
3. Stacking lanes shall meet the requirements of **Section 113-136** (Standards for drive-up facilities).

Figure XIV - 45. Appropriately designed drive-through sites

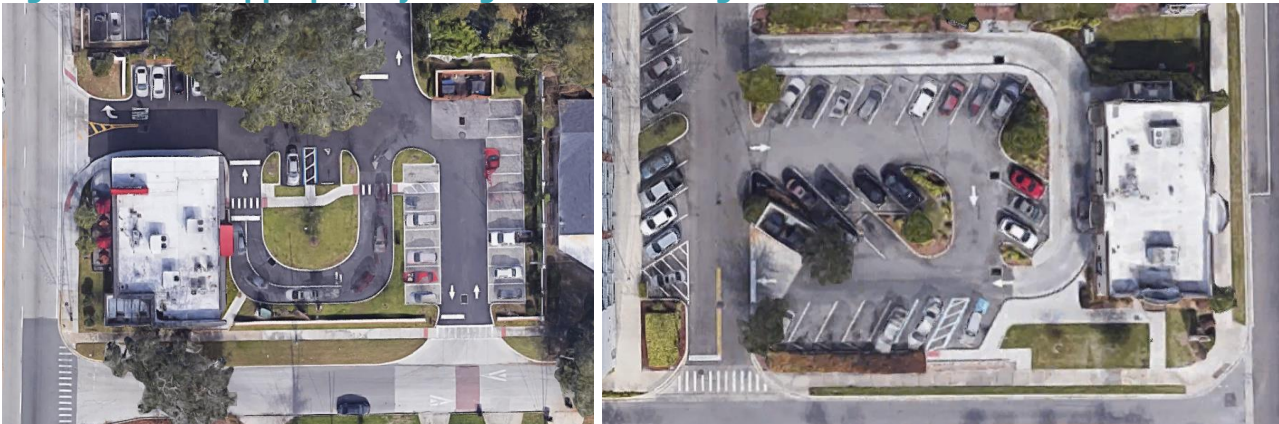


Figure XIV - 46. Exterior Drive-Through Facilities



Examples of appropriate design for drive-through facilities (building up to the street; drive-through window in the rear)

Figure XIV - 47. Interior Drive-Through Facilities



D. Automobile Uses

All principal and accessory structures used for automobile sales, rental, lease, or repair shall meet the setback and frontage requirements of this article, and shall be located and constructed in accordance with the following requirements:

1. The building shall be located close to the street, meeting the setback standards. Vehicle display/storage shall be located to the side or rear of the building.
2. Vehicle repair facilities are not permitted as accessory to any permitted use unless vehicle repair is allowed as a permitted use in the T-zone.
3. Bay openings shall be located to the side or rear of the building (see **Figure XIV-4547**) and screened from adjacent single family residential districts.

4. Vehicle display/storage areas should not be visible from the right-of-way and may instead be interior as depicted in **Figure XIV-4648**. If they are outdoors and visible from the public right-of-way, the vehicular display/storage areas shall be screened by a street wall (see **Section 117-840.D**) for street wall standards).

Figure XIV - 48. Vehicle Repair Facility



Figure XIV - 49. Auto Sales, Rental, or Leasing Facilities



E. Outdoor Sales

1. Temporary Sales. Businesses may receive a permit to use the adjoining/abutting sidewalk for temporary outdoor sales as an accessory use to their business subject to the following:
 - a. The outdoor sales area shall abut the building.
 - b. A minimum of five feet from the face of curb to the outdoor sales area shall remain unobstructed.
 - c. The accessory outdoor sales use shall be identified as part of the required business tax receipt.
2. Outdoor Dining. Businesses may receive a permit to use adjoining/abutting sidewalks for outdoor dining, provided that:
 - a. A minimum of five feet of the width within the public realm remains unobstructed

- b. Nothing is permanently affixed to the sidewalk
- c. The sidewalk is kept clean.
- d. Furniture and materials are brought inside at the end of each business day.
- e. The accessory use shall be identified as part of the required business tax receipt.

Section 117-839. Access, Circulation and Parking Requirements

The intent of the following access, circulation, and parking standards is to encourage a balance between pedestrian-oriented development and necessary vehicle storage. Given the developed nature of the downtown, it has been challenging for property owners to redevelop their sites and meet the City’s prior land development regulations, particularly regarding parking space requirements. The goal of this section is to balance flexibility and sufficiency in the provision of these facilities within the Form-Based Code area.

A. Access and Circulation.

Vehicular and pedestrian access and circulation shall be provided in accordance with **Chapter 113, Division 4**, and the following provisions:

1. It is the intent of the City to minimize the number of curb cuts and driveways along Walnut Street, Orange Avenue, and Ferris Street. Therefore, new access driveways shall not be allowed along those streets, unless there is no alternative access.
2. Sites shall be accessed from rear alleys where they exist or can be created or from secondary streets if the lot is located on a corner (see **Figure XIV-4749**).
3. If no rear alley or secondary street access is feasible, access shall be provided through neighboring properties utilizing cross-access easements (see **Figure XIV-4850**). Cross-access easements must be recorded prior to construction plan approval.
4. If none of the allowed access options listed are feasible, access from the restricted streets shall be allowed.

Figure XIV - 50. Vehicular Site Access

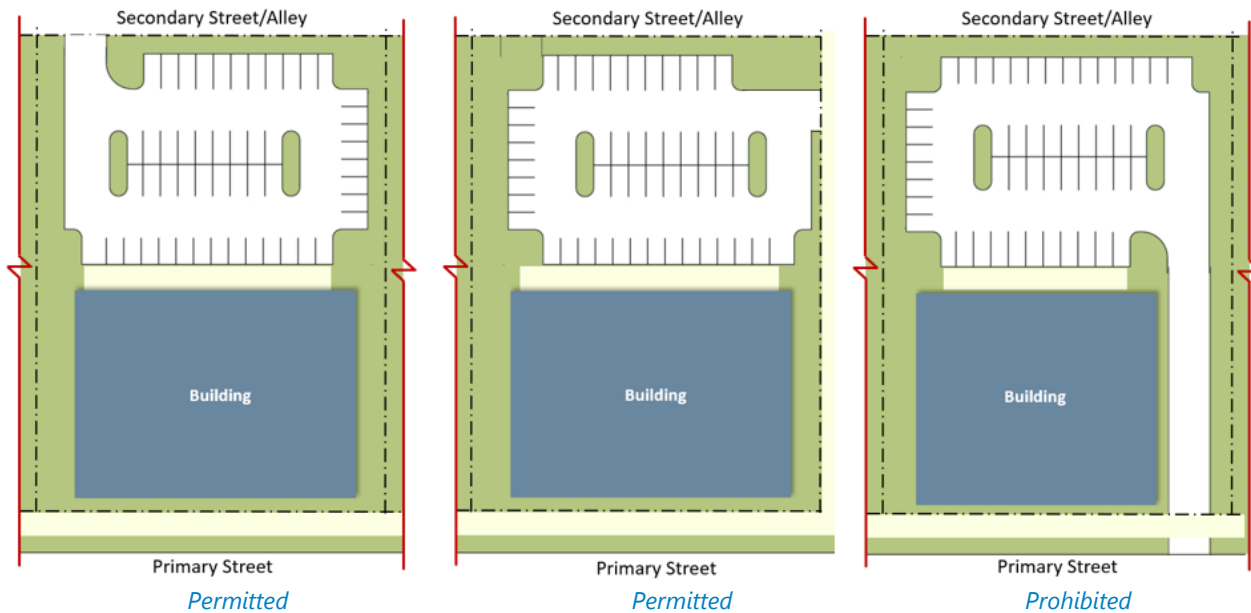
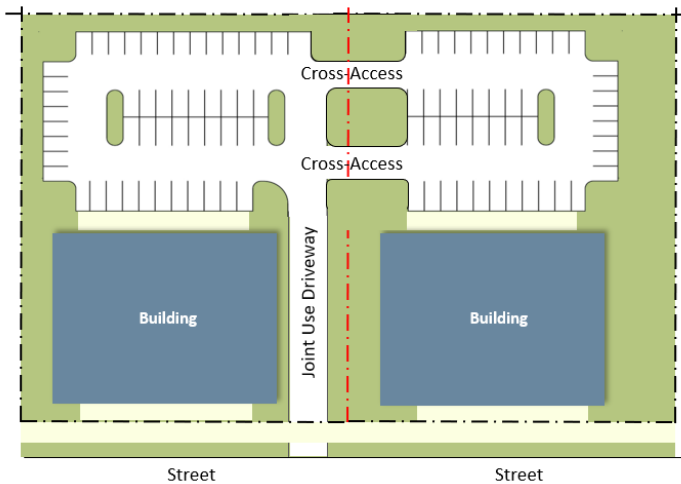


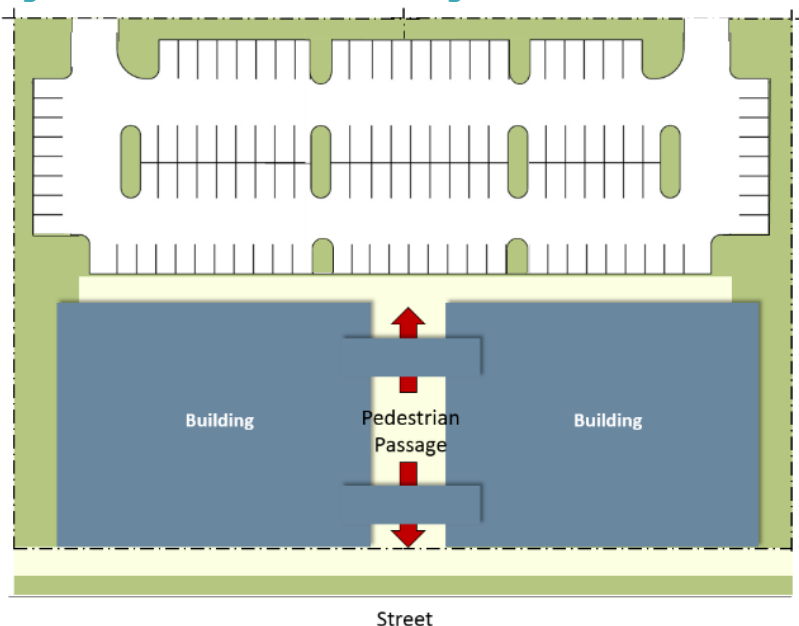
Figure XIV - 51. Joint Use Driveways/Cross-Access.



5. The width of vehicular access driveways in the Form-Based Code area may be reduced to 20 feet for two-way traffic and ten feet for one-way traffic along local streets. No reductions may be approved for access driveways along Orange Avenue or Ferris Street.
6. When connecting to adjacent properties through cross-access easements is not feasible, the proposed development shall still design the site to allow for future connections.
7. Access driveways shall be designed in a way that pedestrians crossing on the sidewalk are safe. This may be achieved by using different colors for the driveway and the sidewalk.
8. Circular drives are prohibited.
9. Direct pedestrian access from the public sidewalk to the building shall be required for all development.

10. Pedestrian connections between parking areas and the main building entrance shall also be provided. This may be achieved through pedestrian passageways (see **Figure XIV-4951**) or sidewalks around the building. Pedestrian walkways shall be a minimum of five feet wide.
11. Safe pedestrian connections shall be provided not only along the perimeter of the blocks but also throughout the interior of development sites (non-residential sites only).
12. Pedestrian walkways within the development shall be differentiated from driving surfaces through a change in materials and/or grade elevation.

Figure XIV - 52. Pedestrian Linkages



B. Parking Requirements

1. *Number of spaces.* Parking shall be provided for each use in accordance with the minimum requirements outlined by use in Chapter 113, Article III, except that:
 - a. The applicant may submit a professional parking study showing the need for less spaces than required. The parking study shall be prepared by a professional engineer, architect, or American Institute of Certified Planning (AICP) planner and may use the following sources to justify the reduction: Urban Land Institute, Institute of Transportation Engineering, or other recognized industry standard. It may also include data collected from uses or combinations of uses which are the same or comparable to the proposed use.
 - b. Parking stalls can be reduced to 8.5' in width for up to 25% of the required parking spaces (not including ADA spaces) and shall be designated as "compact" at the head of the parking stall (closest to the drive aisle) using thermoplastic reflective paint that can be seen at night.

- c. If the provision of the required parking is not feasible, the applicant may elect to pay into a parking fund, if the City adopts such a program.
- 2. *Location.* Required parking spaces shall be provided in the same lot as the use it serves. However, the following alternatives are also acceptable:

a. Shared parking is permitted. The amount of parking required is calculated by adding the total number of spaces required by each separate use and dividing that total number by the appropriate factor from the Sharing Factor matrix (**Figure XIV-5052**) (e.g., the residential use requires ten spaces while the office portion requires 12 spaces. Independently they would require 22 spaces, but when divided by the sharing factor of 1.4, they would require only 16 spaces). The required number of handicap spaces cannot be reduced. When more than two uses share a parking facility, the lowest number shall be used.

Figure XIV - 53. Sharing Factor
SHARING FACTOR

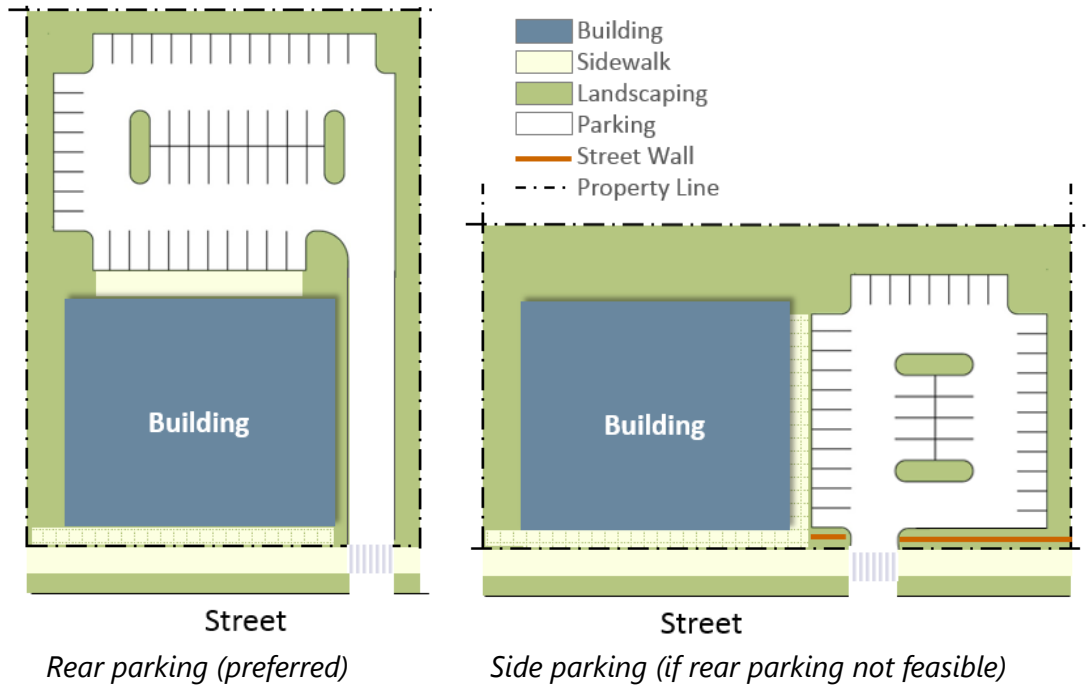
Function	with		Function
RESIDENTIAL			RESIDENTIAL
LODGING			LODGING
OFFICE		1	OFFICE
RETAIL	1.4	1.1	RETAIL
	1.2	1.7	
	1.3	1	
	1.2	1.3	
	1	1	

- b. On-street parking may also be counted towards the parking space requirement if at least 50% of the length of the space is located directly adjacent to the site. On-street parking shall remain open to the public and cannot be reserved or dedicated for private use.
- c. Satellite/off-site parking may also be allowed if located within 1/4 mile of the building's primary entrance. See **Section 113-160** for other requirements applicable to off-site parking.

The use of any of the parking alternatives identified in this subsection shall be subject to the filing of a deed restriction satisfactory to the City attorney ensuring that such off-street parking will be maintained in the future so long as a use or uses requiring such off-street parking or loading continue. If all or a portion of the parking required to serve a use is located on a property under different ownership, the City may require the execution of an agreement among the property owners involved as a precondition to approval of the requested parking alternative and may record such agreement in the title records of the properties involved.

- 3. *Visibility.* Parking shall be located behind the primary building or, if rear parking is not feasible, to the side of the building. The location of parking to the side of the building, however, does not exempt the development from meeting the building frontage requirements of **Section 117-837.D**. Parking lots located on the side of the building shall be masked from the street by a street wall (see **Section 117-840.D**).

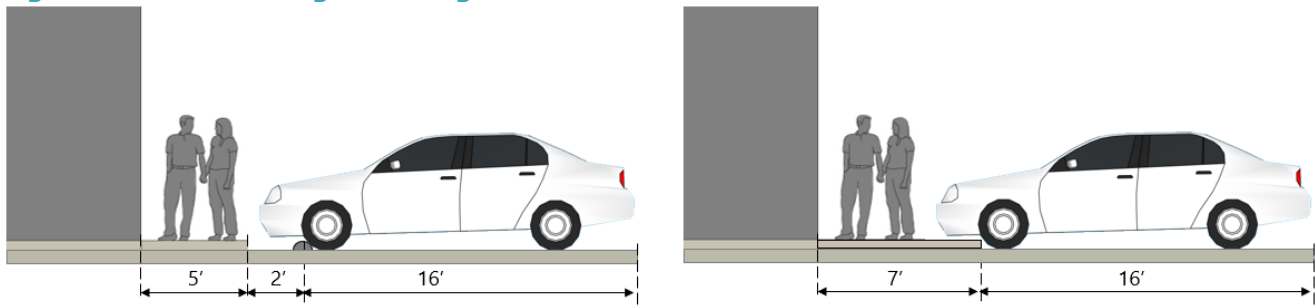
Figure XIV - 54. Parking Location



4. Design.

- Surface parking areas adjacent to a street shall have at least the same setback as the building façade facing the same street and shall be screened by a street wall. See **Section 117-840.D** for street wall requirements.
- Surface parking areas abutting other sites shall be set back the distance necessary to allow for the required perimeter landscaping required in **Section 113-244**. However, parking areas designed to be shared by two or more property owners are not required to provide perimeter landscaping.
- Street facing garages for single family, duplex, triplex, or townhouse units shall be setback at least five feet from the building's front façade and shall not extend more than 50% of the façade width.
- Bicycle racks shall be provided in conjunction with non-residential and multi-family developments.
- Multi-family developments shall provide electric vehicle charging stations to eliminate the possibility of extension cords stretching from residences into parking areas.
- Parking spaces adjacent to an internal sidewalk or walkway shall use wheel stops at least two feet from the edge of the sidewalk so that the width of the sidewalk or walkway is not reduced to less than five feet due to the car overhang. If wheel stops are not used, the sidewalk must be widened by two feet (see **Figure XIV-5254**).

Figure XIV - 55. Parking Overhang



5. *Pervious surface.* To mitigate the potential impact of additional impervious parking areas, if a parking area will have sporadic use as a parking lot, the applicant may request a waiver to use turf, block, bricks, pavers, gravel, millings, or an acceptable substitute to stabilize the required parking area, subject to the review and approval of the City. Pervious parking surfaces must comply with the following requirements:
 - a. All required handicap parking spaces shall be designed as required by state law and shall be located to provide easy access to the building.
 - b. The site must not contain soils rated low to medium as determined by the City or having steep slopes exceeding five percent.
 - c. The millings or gravel shall cover the parking area to a minimum thickness of between two and four inches or as otherwise required by the City.
 - d. Landscape timbers or a comparable substitute shall be used to outline and contain shifting surfaces.
 - e. The owner or developer agrees to execute and record a maintenance agreement providing for maintenance, replacement, and repair of the parking area.
 - f. The City may require maintenance of the area and replacement or repair of the parking surface upon inspection and identification of deficient thickness or irregularities in the surface.
 - g. All parking areas shall be appropriately lit under all applicable provisions of this Code.
6. *Existing Non-Conforming Parking Facilities.* There are several sites in the Form-Based Code area with parking spaces that do not meet current code standards in terms of access, location, or size. In these instances, the following standards shall apply:
 - a. In conjunction with the redevelopment of a site, parking facilities that are already located in front of a building that is not being moved or demolished may remain provided the design accommodates a public sidewalk and the parking spaces are determined to be safe by the City. If a public sidewalk cannot be accommodated, the on-street parking will need to be removed.
 - b. Non-conforming curb cuts and driveways will only be required to meet the standards of this section if there is a major modification, as defined in **Section 117-831.B**.

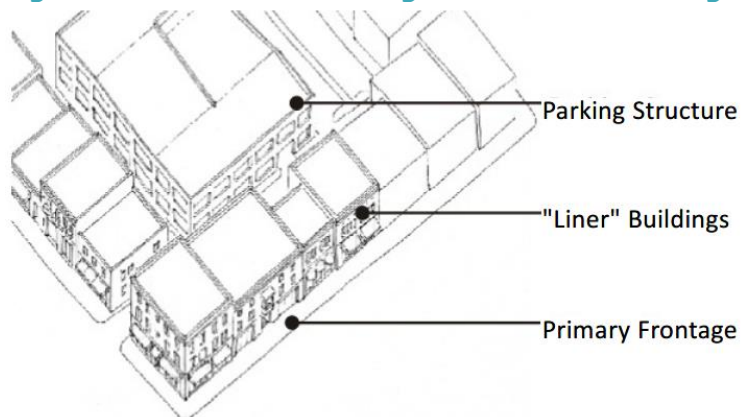
C. Parking Garages

1. The first floor of parking garages that front on a street shall be used for active uses (e.g., commercial, office, residential). The commercial uses may be located within a liner building, or as an integral part of the parking garage building (see **Figure XIV-5355**). Additionally, liner buildings may be attached or detached from the parking garage (see **Figures XIV-5456**).
2. Parking garages and liner buildings shall meet the building design standards of **Section 117-837**.
3. Direct access to parking garages shall not be provided from Walnut Street or Orange Avenue.

Figure XIV - 56. Parking Garages and Liner Buildings



Figure XIV - 57. Liner Building Detached from Garage



D. Parking Lot and Pedestrian Area Lighting

Parking lot lighting shall meet the standards of **Section 113-160(d)** and the following:

1. The maximum height of any parking lot lighting pole shall be 15 feet.
2. Light fixture cutoffs shall block no less than 85% of light projecting upward.
3. The design, color, shape, style, and materials of the fixtures shall match or complement the style and materials of the buildings on the site.
4. Parking lot light fixtures shall be designed so that light is directed onto the parking area and away from neighboring residential lots (e.g., house side shields). For residential conversions, no additional lighting shall be added that would change the character of the site.
5. The location and species of trees shall be coordinated with the lighting plan so that the trees do not prevent the light from shining down (see **Figure XIV-5557**).

Figure XIV - 58. Lighting



Section 117-840. Landscape, Buffers and Screening Standards

Landscaping, buffering and screening shall be provided in accordance with **Chapter 113, Article VI** (Landscaping), except for the following:

A. Landscaping Along the Street and Between Parcels and Along the Street

1. The buildings in the Form-Based Code area are intended to be actively engaged with the street. Therefore, the ~~following~~ provisions of this Article supersede the requirements of **Section 113-244(d)(2):** regarding buffers along the street.
- ~~1. For properties fronting on Orange Avenue and Ferris Street, the six-foot-wide landscaped strip required between the public sidewalk and the building may be paved to expand the public sidewalk.~~
- ~~2. The ten-foot-wide landscape strip along all other roads within the Form-Based Code area shall not be required. Instead, the required setback shall include landscape, hardscape, or a combination of both.~~
- ~~3.~~2. The landscape strip between parcels required by Section 113-244 shall be five feet unless the site is adjacent to a single-family zoned property. In such cases, a ten-foot-wide landscaped buffer combined with a brick, stone or concrete block wall shall be required.
- ~~4.~~3. No landscape strip shall be required between parking areas shared by adjacent parcels.

B. Landscaping Design

1. The use of grass shall be minimized and shall not be planted in strips less than five feet wide.
2. The design of the landscape shall maximize the use of green infrastructure best management practices such as pervious paving, bioretention systems, rain gardens, bioswales, and stormwater planters to slow and treat stormwater runoff while providing multiple additional community benefits.
3. For residential conversions in the Secondary Corridor and Transition Zones, the overall landscaping requirements for surface parking lots may be reduced through the modification of standards process (See **Section 117-832.B**).

Figure XIV - 59. Planters Adjacent to Buildings



C. Street Trees

Street trees shall be provided along parkways and must comply with the following.

1. Street trees shall be canopy trees and must be spaced every 50 feet on center.

2. Planting pits and tree grates are typically used in mixed-use, urban areas with medium to high pedestrian traffic. Tree grates may be integrated within planting pits to protect root balls and prevent soil compaction. Grates shall be expandable for tree growth.
3. Coordination will be required to integrate the placement of street trees, signage, and lighting to ensure that each element complements the other.
4. Street trees along state roads (Orange Avenue and Ferris Street) shall be coordinated with FDOT.
5. Tree species and placement shall avoid branches interfering with vehicle movements.

D. Street Walls

Freestanding street walls are intended to mask vehicular use areas (e.g., parking, drive aisles) from the street and to strengthen the spatial definition of the public realm. They are the only type of wall or fence permitted within the required front and street side yard setbacks.

1. Street walls shall have a minimum height of 2.5 feet and a maximum height of five feet (measured from the elevation of the public sidewalk). The portion of the street wall above 2.5 feet shall be transparent (e.g., wrought iron or similar material). Street walls shall have columns/posts (one foot by one foot minimum) spaced every 24 feet (see **Figure XIV-5759**).

Figure XIV - 60. Street Wall Examples



2. Street walls shall have openings no larger than necessary to allow automobile and/or pedestrian access.
3. Street walls shall be placed in line with the building façade facing the same street.
4. Street walls shall not be permitted within the right-of-way.

5. Street walls shall be constructed of wrought iron, brick, masonry, stone, powder-coated aluminum, or other decorative materials that complement the finish on the primary building. Chain link, wood and PVC street walls/fences shall be prohibited.
6. The area in front of a street wall/fence shall include a landscaped strip with a minimum width of three feet (with ground cover, hedges, or shrubs). ~~The~~This landscape strip may be waived by the Development Services Director if the area in front of the wall is needed to expand the public sidewalk (see **Figure XIV-5860**).
7. The area between the street wall and on-site parking shall also include a three-foot wide landscape strip.
8. Understory trees shall be planted in front or behind the street wall at a rate of one tree per 25 feet of wall length. The trees may be waived by the Development Services Director if they conflict with the required or existing street trees.

Figure XIV - 61. Street Wall Landscaping Examples



Section 117-841. Stormwater Management

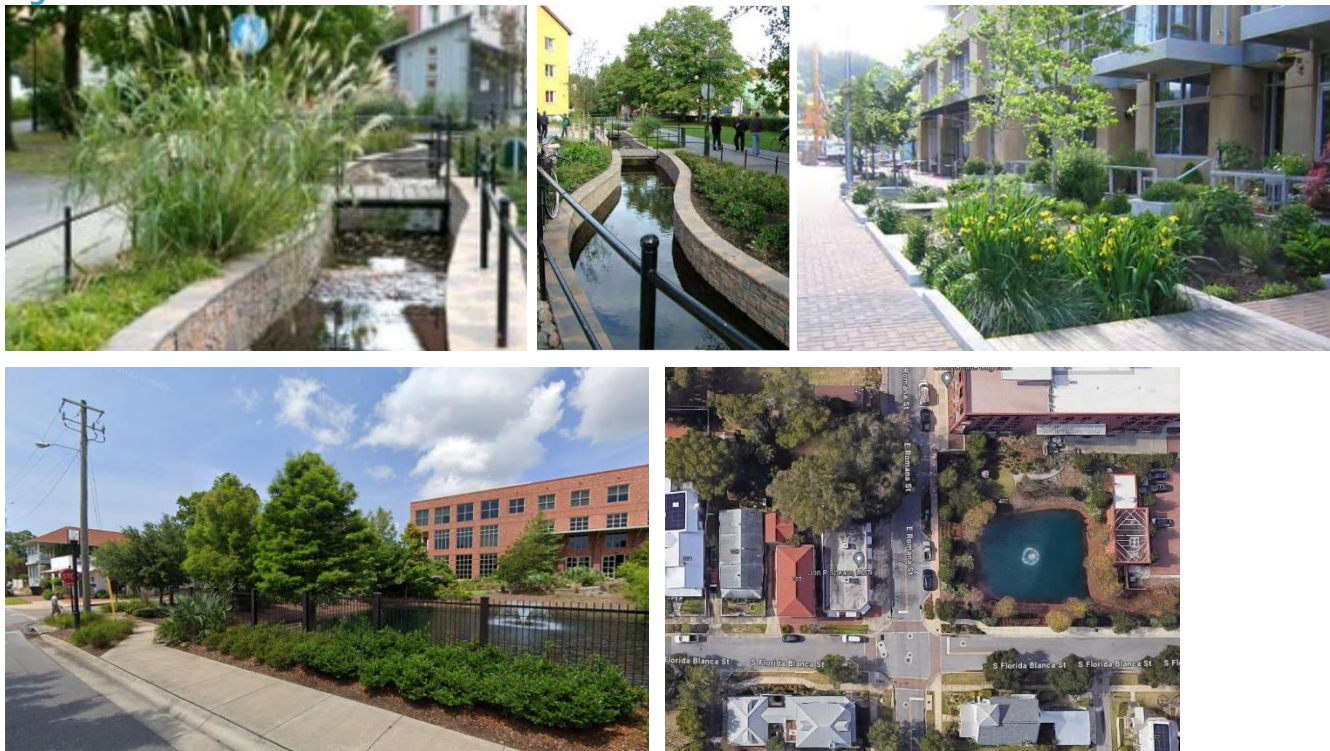
Like parking, it is difficult to comply with stormwater requirements within developed areas such as downtown. While the City can encourage applicants to use alternative methods for stormwater management, it is the regional agencies that establish the minimum regulations. An alternative to providing the required on-site stormwater facilities is a regional system. The City is considering the implementation of such a system. When the system is in place, all new development and major modifications will be required to connect to the master system. In the meantime, stormwater requirements must be met onsite or in shared facilities if approved by the approving authorities. The following standards are intended to integrate stormwater systems into the design of the site and to encourage the use of Low Impact Development (LID) best management practices (BMP).

- A. Where site grading is necessary, it must be done sensibly to ensure that uses on the site can still interact with the public sidewalk. No site shall be elevated more than five steps above the sidewalk grade along the primary street and pedestrian access shall be provided. However, no steps, ramps, or railings shall be permitted to encroach into the public right-of-way.



- B. Exfiltration shall be the preferred method for addressing stormwater. If traditional methods are used, the stormwater system shall be designed to function as a site amenity (e.g., giving the appearance of a stream; providing landscaping, sculptures, and/or walking trails along the edge; channeling the water through the development instead of relegating it to a hidden corner; etc.). Green roofs, rain gardens, rain cisterns, or other green or LID stormwater techniques may be considered site amenities for the purpose of this requirement.
- C. Where the St. Johns Water Management District or City regulations (see **Sections 117-788.C.3.c and 113-223.B.12**) require fencing around a stormwater facility, only ornamental metal fencing will be allowed.
- D. Green roofs shall be permitted for all building types.
- E. Bioretention systems, bioswales, tree filters, or other vegetated stormwater BMPs shall be used for treatment of stormwater runoff from streets, parking lots, plazas, and other impervious surfaces. These vegetated BMPs can include impermeable liners with underdrains to provide water quality treatment where infiltration is not technically feasible due to site contamination concerns.
- F. For new construction and major modifications, retention must be placed in the rear or side yard, not adjacent to the public right-of-way, unless it is integrated into the design and featured as a site amenity, and unless the site has multiple street frontages.

Figure XIV - 62. Alternative Stormwater Detention Facilities



- G. Pervious paving shall be permitted and is encouraged to reduce stormwater runoff volume (see **Section 117-839.B**).

H. Special detention areas such as parking lots, rooftops (“blue roofs”), parks, plazas, and fields are areas primarily designated for other uses but may be used for temporary infiltration and/or peak rate mitigation during storm events if the requirements herein are satisfied. Special detention areas shall be designed sensitive to land use context, public use requirements, and the following conditions:



1. Temporary ponding storage areas must be located so that ponding will not significantly disrupt typical traffic (pedestrian/bicycle/vehicle) flow, and areas shall be adequately sloped towards outlets to ensure complete drainage after storm events.
2. Special detention areas shall be clearly identified as such and their primary use shall be restricted during storms.
3. Emergency overflows shall be incorporated and designed to prevent excessive depths from occurring during extreme storm events or if the primary flow control structure/structures are clogged. In most cases, the depth of a pond shall not exceed 12 inches.
4. Rooftop storage must consider structural support, HVAC requirements, waterproofing, emergency overflows, and all other building design considerations.
5. Landscaping materials used for high-intensity public uses (e.g., community parks, athletic fields, greens, etc.) shall be located in areas of well-draining soils to guarantee public use is not compromised by excessively wet ground between rain events.

Section 117-842. Signs

Development within the Form-Based Code area shall comply with the sign standards of this section in addition to the dimensional standards contained in **Chapter 125** of the Land Development Code. If any sign standards in this document disagree with the citywide sign code, the standards detailed in this document shall take precedent.

A. Wall Signs



1. Wall signs shall be either a panel or individual letters applied to the wall, shall not extend above the top of the wall where they are located, and in the case of two-story buildings, they shall be placed between the first and second floor windows. Cabinet signs and signs painted directly onto the façade are not allowed. Push through signs, however, are allowed.
2. Wall signs shall not extend closer than two feet to the side edges of the façade.

B. Projecting Signs



1. Projecting signs may be read horizontally or vertically.
2. The sign may extend into the front or street side building setback, and the sidewalk provided they are setback four feet from the curb and provide a nine-foot clearance over the sidewalk.
3. Signs shall not obscure architectural details such as windows, cornice, decorative brickwork and storefronts. No portion of a sign shall extend below the lowest point of the roof or above the top edge of the parapet of the building to which it is attached.

C. Canopy Signs



1. Canopy signs may be suspended from, attached to, supported from, or form a part of a canopy.
2. The sign may extend into the front or street side building setback, and the sidewalk provided they are setback four feet from the curb and provide a nine-foot clearance over the sidewalk.
3. Canopy signs shall not exceed 75 percent of the width of the canopy. They are allowed to be placed fully or partially above or below the edge of the canopy (see figure above), provided the sign consists of individual letters (as opposed to a panel). Canopy signs are also allowed to hang from the bottom of the canopy facing the street.

D. Awning Signs



1. Awning signs may be painted, silk-screened, stitched on, imprinted on, or otherwise applied directly onto the fabric of the awning.
2. Awning signs may extend into the front or street side building setback, and the sidewalk provided they are setback four feet from the curb and provide a nine foot clearance over the sidewalk.
3. Awning signs may extend up to 75% of the width of the awning but shall not cover more than 30% of the surface of the awning facing the street.
4. Awning signs are only allowed on the vertical portion of the awning. They are not allowed on the sloping or curved section.

E. Hanging Signs



1. Hanging signs placed under a canopy, awning, or arcade, perpendicular to the building façade, are not intended to be seen by motorists.
2. Hanging signs shall provide a 9-foot clearance over the walkway.
3. Hanging signs shall not count toward the maximum sign area allowed, provided they are placed under the awning or canopy, perpendicular to the building, and near the front door of the business. Such signs shall have an eight-foot minimum vertical clearance as measured from grade to the bottom of the sign, and a maximum height of two feet.

F. Window Signs



1. Window signs may be affixed to, or painted (silk screen, vinyl letters, gold leaf, hand painted or neon) on either the face of a window or glass door that leads to the exterior of the building.
2. Window signs shall not occupy more than 25% of the glass window or door and may be allowed for first and second story businesses.

G. Freestanding Signs

1. Freestanding signs are only allowed where the building or street wall are located more than ten feet from the public sidewalk, regardless of the zone. Such signs shall meet the following standards (see **Figure XIV-6062**):
 - a. The signs shall be consistent with the materials and colors of the building.
 - b. Single or double supports are allowed.
 - c. The sign shall not exceed six feet in height.
 - d. The sign shall be no closer than five feet to the building.

Figure XIV - 63. Examples of Freestanding Signs



2. Where the building and/or street wall are located within ten feet from the sidewalk, only street wall signs are allowed as follows.
 - a. Street wall signs shall be placed flat on the street wall facing the street.
 - b. The sign shall not exceed a maximum of 36 square feet.
 - c. The sign shall not exceed a height of six feet measured from the ground (see **Figure XIV-6163**).

Figure XIV - 64. Street Wall Signs



H. Additional standards

1. Signs shall not obscure architectural details such as windows, cornice, decorative brickwork and storefronts. No portion of a sign shall extend below the lowest point of the roof or above the top edge of the parapet of the building to which it is attached.
2. Signs may have interior or exterior illumination sources (see **Figure XIV-6264**). Signs with interior illumination are limited to individual letters or push-through lettering. There shall be no illuminated signs facing a single-family home. Existing cabinet signs that change messages shall have opaque backgrounds.

Figure XIV - 65. Permitted Sign Illumination





Section 117-843. Development Bonuses

The bonus program is established to encourage the location of higher density/intensity development at places where they will not have a negative impact on single-family residential sites, and to encourage the provision of amenities that would benefit the community as a whole. The density/intensity shall not exceed the maximum noted in the corresponding future land use category and the maximum building height noted in **Table XIV-4**.

A. Improvements Eligible for Bonuses

1. *Vertical Mixed-Use*. Developments that include a vertical mix of residential and commercial or office are entitled to the maximum building height allowed with the bonus. The development shall meet the definition of mixed-use (see **Section 101-5**).
2. *Affordable Housing*. Developments with at least 25% of its residential units deemed affordable, as defined in **Section 105-7**, are entitled to the maximum height allowed with the bonus. Such units will be subject to a land use restriction agreement with the City to ensure the units remain affordable for a period of no less than 30 years.
3. *Parking Garages*. If located below or above the residential, commercial or office space, the development is entitled to one additional floor for each floor of the parking garage, not to exceed the maximum allowed with the bonus. The parking garage shall meet the standards of **Section 117-839.C**.
4. *Public Open Space & Amenities*. Developments that include a public open space (urban plaza or park) are entitled to one additional floor above the permitted base height for every 3,000 square feet of continuous public open space, not to exceed the maximum height allowed with a bonus. The urban plaza or park shall not be enclosed, shall be easily accessible by the public, include amenities (landscaping, hardscaping, and furnishing), and be privately-owned and maintained, but open to the public. The public open space shall not be located within required buffers.

Figure XIV - 66. Examples of Public Open Space



B. Review and Approval

1. Requests for bonuses do not require a separate application. They shall be noted on the site plan and shall be reviewed concurrently with the site plan to ensure all other requirements of the Code, including the requirements of this article, are met.
2. Buildings utilizing the bonus system shall not be located within 100 feet from properties zoned for single-family residential use.

Chapter 101 - GENERAL PROVISIONS AND ADMINISTRATION

ARTICLE I. - IN GENERAL

Sec. 101-5. - Definitions.

Bulkhead means the part of a storefront that forms a base for one or more display windows.

Mixed-use building means a ~~use which contains a mixture of one or more residential units and commercial businesses within the same building.~~ building where two or more uses are layered vertically and are physically and functionally integrated within a single building. Land uses, which when combined constitute a mixed-use development, exclude parks, schools, and public facilities (fire stations, utility substations, etc.) but include residential (a minimum of 5 dwelling units), commercial, office, and industrial uses. For a development to qualify as a "mixed-use," the secondary use may not be reserved for use only by the principal user (for example, a residents-only gym, an employee cafeteria, or the leasing office of a residential development).

Parkway means the portion of a public street right-of-way between the curb and sidewalk.

Visible Light Transmission (VLT) means the amount of light that can pass through a glass. The higher the VLT, the more light that passes through the glass.

Chapter 113 - DEVELOPMENT STANDARDS

ARTICLE I. - IN GENERAL

Sec. 113-4. - Impervious surface coverage.

(a) Generally. Impervious surface on a development site shall not exceed the ratios provided in the table in subsection (d) of this section.

(b) Ratio calculation. The impervious surface ratio is calculated by dividing the total impervious surface by the gross site area.

(c) Alternative paving materials. If porous paving materials are used in accordance with the construction manual, then the area covered with porous paving materials shall not be counted as impervious surface.

(d) Table of impervious surface ratios.

Land Use District	Maximum Impervious Percent*
Residential low density	40
Residential medium	50
Residential high density	70
Commercial low intensity	70
Commercial medium intensity	70
Commercial high intensity	70
Industrial/warehousing and light manufacturing	70
Mixed use highway (MUH)	70
Public, semi-public	70

Downtown Core	100
Primary Corridor	80
Secondary Corridor	70
Transition	50
*The maximum impervious surface ratio is given for each district, regardless of the type of use proposed and allowable pursuant to chapter 117.	

Chapter 117 - LAND USE REGULATIONS

ARTICLE I. – IN GENERAL

Sec. 117-3. - Specific allowed uses, generally.

This chapter defines and prescribes the specific uses allowed within each land use district described in the comprehensive plan and this subpart.

(a) Permitted use table.

Use Category	Use Type	CBD	GCC	GCN ²⁰	C-1 ⁸	INS ²⁶	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
RESIDENTIAL USES										
Residential Operation	Home Occupation ¹		P	P	P		<u>N</u>	<u>P</u>	<u>P</u>	<u>P</u>
Residential Type	Mobile Home Park						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Multifamily Dwelling	P	p ²³	p ²			<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Single-family Dwelling, Detached	P	P	P	P		<u>N</u>	<u>N</u>	<u>P</u>	<u>P</u>
	Single family dwellings (existing)						<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Single-family Dwelling, Attached	P	p ²	p ²	P		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Two-family dwelling						<u>N</u>	<u>N</u>	<u>P</u>	<u>P</u>
RETAIL USES										
General Retail	Antiques	P	P	P	p ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Appliance Sales and Rentals	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Art Supplies	P	P	P	p ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Automobile Parts		SE	SE			<u>N</u>	<u>SE</u>	<u>SE</u>	<u>SE</u>
	Bait and Tackle						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Bakery	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Bicycle Sales and Service	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Billiards	P	P				<u>P</u>	<u>P</u>	<u>SE</u>	<u>SE</u>
	Book/Stationery Store	P	P	P	p ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Brewpub	P					<u>P</u>	<u>P</u>	<u>P</u>	<u>SE</u>
	Bowling Alley						<u>N</u>	<u>P</u>	<u>N</u>	<u>N</u>
	Building Supplies and Materials						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>

Use Category	Use Type	CBD	GCC	GCN ²⁰	C-1 ⁸	INS ²⁶	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
	Cabinet Shops						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Cameras and Photographic Supplies	P	P	P	p ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Carpet Outlets						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Ceramic Sales and Studios	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Cigar and Smoke Shops	P	P	P	p ¹³		<u>P</u>	<u>P</u>	<u>SE</u>	<u>PN</u>
	Clock Shops	P	P	P	p ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Clothing Shops	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Commercial Retail Packaging and Mail	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Convenience Stores (no gas pumps)	P	P	P	p ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Convenience Stores (with gas pumps)		SE	SE	SE		<u>N</u>	<u>PSE</u>	<u>PSE</u>	<u>N</u>
	Curio Shops	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Decorating Studio/Shop	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Delicatessen						<u>P</u>	<u>P</u>	<u>N</u>	<u>N</u>
	Department Store	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Drapery Shops	P	P	P	p ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Drug Sales (including medical marijuana treatment center dispensing facilities)	P	P	P	SE		<u>P</u> ⁽³⁴⁾	<u>P</u>	<u>P</u>	<u>P</u> ⁽³⁴⁾
	Electrical Shops							<u>N</u>	<u>N</u>	<u>N</u>
	Florist	P	P	P	p ¹³		<u>P</u> ⁽³⁴⁾	<u>P</u>	<u>P</u>	<u>P</u> ⁽³⁴⁾
	Food Outlet Store		P	P	SE			<u>P</u>	<u>P</u>	<u>P</u>
	Fruit and Vegetables Sales (retail, no packing)	P					<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Furniture Store	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Game Room	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>

CITY OF GREEN COVE SPRINGS LAND DEVELOPMENT CODE
 ARTICLE XIV - DOWNTOWN FORM-BASED CODE

Item #2.

Use Category	Use Type	CBD	GCC	GCN ²⁰	C-1 ⁸	INS ²⁶	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
							N	R	Y	N
	Gift Shop	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Grocery Store	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Gun Sales and Repair	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Hardware Store	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Heating and Air Conditioning Sales and Service						<u>N</u>	<u>P</u>	<u>NP</u>	<u>N</u>
	Hobby and Craft	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Interior Decorating	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Janitorial Supplies						<u>N</u>	<u>P</u>	<u>SN</u>	<u>N</u>
	Jewelry Store	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Leather Goods and Luggage	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Locksmiths	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Meat Markets	P					<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Medical Supplies	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Mobile Home Sales and Service						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Motorcycle Sales and Service						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Music Store						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Newsstands	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Nurseries						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Office and/or Business Machines	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Office and/or Business Supplies	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Optical Shops	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Opticians	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Outdoor Sales	SE					<u>NSE</u>	<u>NSE</u>	<u>NSE</u>	<u>NSE</u>
	Outdoor Pool Sales			SE	P		<u>N</u>	<u>SE</u>	<u>SE</u>	<u>SEN</u>
	Paint/Wallpaper	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>

CITY OF GREEN COVE SPRINGS LAND DEVELOPMENT CODE
 ARTICLE XIV - DOWNTOWN FORM-BASED CODE

Item #2.

Use Category	Use Type	CBD	GCC	GCN ²⁰	C-1 ⁸	INS ²⁶	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
							N	R	Y	N
	Pawn Shops	P	P	P			<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Pet Grooming	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Pet Shops		P				<u>N</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Pool Supplies						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Printing Shops	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Professional Offices	P	P	P	p ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Rentals	p ²⁴					<u>p²⁴</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Second Hand Retail		P				<u>N</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Shoe Repair	P	P	P	p ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Shoe Store	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Shopping Center						<u>N</u>	<u>P</u>	<u>N</u>	<u>N</u>
	Skating Rink		P				<u>N</u>	<u>P</u>	<u>N</u>	<u>SEN</u>
	Sporting Goods Store	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Sundries and Notions Shops	P	P		SE		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Tailor/Dressmaker	P	P	P	p ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Television and Radio Sales and Service	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Theaters	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Toy Stores	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Upholstery Shops						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Utility Building Sales						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Vape Shop/E-Cigarette Store	SE					<u>SE</u>	<u>SE</u>	<u>SE</u>	<u>SEN</u>
	Watch Repair	P	P	P	p ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Wearing Apparel Shops	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Wholesaling from Sample Stock				SE ¹⁴		<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
Vehicular Sales	Automobile Sales, Service, Repair, and Rentals		SE ²²	SE ²¹	SE ¹⁵		<u>N</u>	<u>SE</u>	<u>SE</u>	<u>SE</u>

Use Category	Use Type	CBD	GCC	GCN ²⁰	C-1 ⁸	INS ²⁶	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
	Boat and Motor Sales and Service						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Tire Sales and Service						<u>N</u>	<u>P</u>	<u>N</u>	<u>N</u>
SERVICE USES										
Agricultural Use	Timber Growing, Tree Farming, Nursery, or Agricultural Related Businesses						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
Business Service	Parking Lot	<u>P</u>					<u>SE</u>	<u>SE</u>	<u>N</u>	<u>N</u>
	Parking Garage						<u>SE</u>	<u>P</u>	<u>N</u>	<u>N</u>
	Pest Control Service Establishments						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Radio or TV Broadcasting Offices, Studios, Transmitters, or Antennas						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Television and Radio Studios (excluding transmission equipment)						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
Eating or Drinking Establishment	Alcoholic beverages (all types, sale and service) for on-premises consumption	<u>SE</u>	<u>SE</u>				<u>P</u>	<u>P</u>	<u>SE</u>	<u>SE</u>
	Alcoholic beverages for off-premises consumption		<u>SE</u>	<u>SE</u> ³¹	<u>SE</u>		<u>N</u>	<u>P</u>	<u>SE</u>	<u>SE</u>
	Brewpub	<u>SE</u>					<u>P</u>	<u>P</u>	<u>SE</u>	<u>SE</u>
	Restaurants (with drive-through)		<u>P</u>	<u>SE</u>			<u>N</u>	<u>P</u>	<u>N</u>	<u>N</u>
	Restaurants (without drive-through)	<u>P</u>	<u>P</u>	<u>P</u>	<u>SE</u>		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
Hospitality and Tourism	Art Gallery or Studio	<u>P</u>	<u>P</u>	<u>P</u>			<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Hotel/Motel	<u>P</u>	<u>P</u>				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>

Use Category	Use Type	CBD	GCC	GCN ²⁰	C-1 ⁸	INS ²⁶	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
	Museum	P	P	P			<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	<u>Bed and breakfast establishments</u>						<u>N</u>	<u>N</u>	<u>P</u>	<u>P</u>
Office Use	Building Trade Contractors with Fleet Parking On-Site						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Financial Institutions (with drive-through)	P	P				<u>N</u>	<u>P</u>	<u>P</u>	<u>N</u>
	Financial Institutions (without drive-through)	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Office Space for Building Trades Contractor with No Fleet Parking On-Site	P					<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Professional Offices	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
Personal Service	Barbershops/Beauty Shops	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	<u>Car Wash (principal use)</u>						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Dry Cleaners	P	P				<u>P</u> ⁽³⁴⁾	<u>P</u>	<u>P</u>	<u>P</u>
	Funeral Homes	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Health Spa	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Laundries/Laundromats	SE					<u>SE</u>	<u>P</u>	<u>SE</u>	<u>SE</u>
	Licensed Masseurs						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Mini-Warehouse						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Palmist/Psychic						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
Well Drilling and Pump Services						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	
EDUCATION/RECREATION/SOCIAL USES										
Community Service	Adult Day Care				SE	P	<u>N</u>	<u>P</u>	<u>SE</u>	<u>SE</u>
	Child Care	SE	P	P	SE	P	<u>SE</u> ⁽³³⁾	<u>P</u>	<u>P</u>	<u>P</u>
	Church	SE	P	P	SE	P	<u>SE</u> ⁽³³⁾	<u>P</u>	<u>SE</u>	<u>SE</u>
	Group Care Home						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Nursing Home	SE					<u>SE</u>	<u>SE</u>	<u>SE</u>	<u>SE</u>

CITY OF GREEN COVE SPRINGS LAND DEVELOPMENT CODE
 ARTICLE XIV - DOWNTOWN FORM-BASED CODE

Item #2.

Use Category	Use Type	CBD	GCC	GCN ²⁰	C-1 ⁸	INS ²⁶	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
							N	R	Y	N
Educational Use	Pre-school		P	P		P	<u>N</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Private School	SE				P	<u>SE</u>	<u>P</u>	<u>SE</u>	<u>SE</u>
	School, elementary & secondary					P	<u>N</u>	<u>P</u>	<u>N</u>	<u>N</u>
	School, post-secondary					P	<u>N</u>	<u>P</u>	<u>N</u>	<u>N</u>
	Vocational, Technical, Trade, or Industrial School					P	<u>N</u>	<u>P</u>	<u>N</u>	<u>N</u>
Recreational Use	Adult Arcade/Electronic Game Center						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Athletic Complex						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Clubs/Lodges/Fraternal Organizations						<u>P</u>	<u>P</u>	<u>N</u>	<u>N</u>
	Country club						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Dance/Music/Gymnastics Studio	P	P				<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Go-Cart Track						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Golf Course						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Public Recreational Uses						<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Race Tracks						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Recreational Facility					P	<u>P</u>	<u>P</u>	<u>N</u>	<u>N</u>
PUBLIC USES										
Public Use	Bus Passages, Parcel Pick-ups and terminals						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Governmental Uses		P			P	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Public Utilities		P			P	<u>SE</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Ancillary Public Facilities		P			P	<u>N</u>	<u>P</u>	<u>P</u>	<u>P</u>
HEALTH CARE USES										
Health Care Use	Convalescence Facility	SE					<u>SE⁽³³⁾</u>	<u>P</u>	<u>SE</u>	<u>P</u>
	Dental Clinic	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>

CITY OF GREEN COVE SPRINGS LAND DEVELOPMENT CODE
 ARTICLE XIV - DOWNTOWN FORM-BASED CODE

Item #2.

Use Category	Use Type	CBD	GCC	GCN ²⁰	C-1 ⁸	INS ²⁶	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
	Emergency Shelter					SE ³²	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	Hospital	SE	P	SE	SE	P	<u>N</u>	<u>SE</u>	<u>SE</u>	<u>SE</u>
	Medical/Dental Laboratories	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Medical Clinic	P	P	P	P ¹³		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Nursing Home	SE					<u>SE</u>	<u>P</u>	<u>SE</u>	<u>SE</u>
	Veterinarian Clinics	P ²⁵	P	P	P ¹³		<u>P²⁵</u>	<u>P</u>	<u>P</u>	<u>P</u>
	Clinics, in connection with industrial activity					P	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
	<u>Communication towers and facilities</u>						<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>

GREEN COVE SPRINGS FORM-BASED CODE

Planning & Zoning Board

03.26.2024



FORM-BASED CODE

AGENDA

- 1 background
- 2 public engagement
- 3 form-based code overview
- 4 next steps





background



BACKGROUND

2022

FUTURE LAND USE ELEMENT



TO DEVELOP AND MAINTAIN TO PROVIDE FOR THE MOST DIRECT GROWTH TO SUITABLE HEALTH, SAFETY AND WELFARE

OBJECTIVE 1.3. Character & Compatibility.

Future development and redevelopment projects shall protect the City's unique character, historic neighborhoods, and high quality of life.

Policy 1.3.1. The City shall update the current zoning map and district regulations to implement the directives of this plan.

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

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

Policy 1.3.3. As the City continues to grow, its LDC shall be updated to incorporate urban design principles, such as:

- Form-based code regulations for the downtown and surrounding areas;
- Smaller building setbacks and lot sizes;
- Green infrastructure; and
- A reduction and relocation of vehicular parking spaces and areas to the rear or side of structures where appropriate.

Policy 1.3.4. The City shall require all new

development and redevelopment projects to integrate harmoniously into established neighborhoods through the use of buffering, open space, landscaping, and other site design tools.

Policy 1.3.5. The City shall ensure that all existing, new, and expanded subdivisions are consistent with the sustainability, character, compatibility, resource preservation, and economic development efforts of the City.

Policy 1.3.6. The City shall prohibit future encroachment of nonresidential development into established neighborhoods which are incompatible with the character of the area.

Policy 1.3.7. The City shall amend its LDC to provide additional design and compatibility requirements for developments located along major roadway corridors.

Policy 1.3.8. The City shall encourage the shared construction, maintenance, and use of shared parking and stormwater management facilities between adjacent and nearby developments.

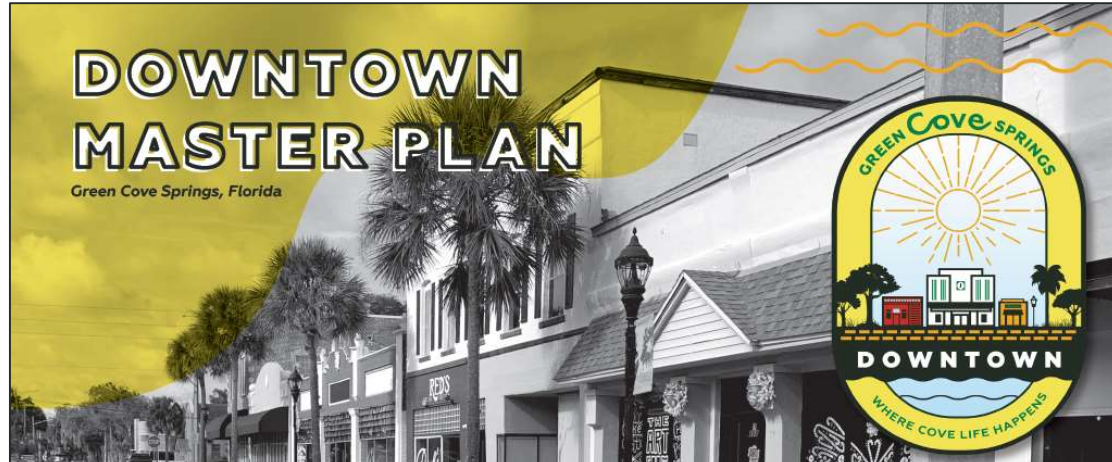
Policy 1.3.9. The City shall seek to develop a signage and wayfinding master plan to enhance the navigability, branding, and aesthetic character of the City.

Policy 1.3.10. The City shall work with FDOT and the North Florida TPO to improve the image of the US 17 and SR 16 corridors by adding landscaping, banners, and other elements that would help create a sense of place.

Policy 1.3.11. The City shall explore the possibility of creating a gateway near the Governors Creek bridge, where the waterfront is first visible to drivers traveling south on US 17.

DOWNTOWN MASTER PLAN

Green Cove Springs, Florida

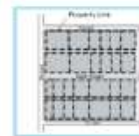


4. Establish & Adopt Form-Based Code

The Land Development Code and Zoning Map are the most important tools for implementing the vision for Downtown. Most sites in the Downtown are zoned Central Business District (CBD), the north and south gateways into downtown (US 17) are zoned Gateway Corridor Commercial (GCC), and the south side of the Ferris Street corridor and the west side of Palmetto Avenue are zoned Gateway Corridor Neighborhood (GCN). There are a few sites on Magnolia Avenue zoned R-1. Public sites are zoned Institutional (INS). While the current zoning standards have tried to address infill, redevelopment, and quality of design, transitioning to a Form-Based Code for the Downtown area and the US 17 and SR 16 commercial corridors as they enter the downtown would be the best option to achieve the vision.

The intent of the Form-Based Code (FBC) will be to preserve the existing character of the Downtown, while promoting quality infill and redevelopment in a walkable and mixed-use urban environment. The new FBC will contribute to streamlining the current zoning and development review process and provide developers, builders and residents with a more predictable and transparent process for development and redevelopment. Implementation of a form-based code would also lead to greater interest in the city for new investment and economic growth that would be fueled by the creation of a richer and more vibrant urban environment in the heart of Green Cove Springs.

Recommendations for implementing a Form-Based Code within the City are detailed within Supplemental Document B.



Block Layout / Connectivity
Block size is key to achieving good urban form and transportation connectivity. Shorter blocks improve the pedestrian experience as well as foster a street network that supports the efficient distribution of traffic. The urban core gridded network shall be maintained and improved.



Building Placement / Orientation
The placement of a building on a site is critical to creating a vital and coherent public realm. Buildings must be oriented to the street; parking areas must be placed behind the buildings. Building orientation can also be defined by locating prominent entrances along the principal street.



Public Realm
Sidewalks in commercial areas must be wide enough to accommodate pedestrian activity, landscaping and streetscape furniture. Due to the lack of right-of-way along certain corridors, some sites may need to dedicate an easement to the city to accommodate such elements.



Regulating Plan
The organizing principle of a FBC is the regulating plan, a two-dimensional graphic that depicts the geographic distribution of the transect zones. Generally, the T-Zones range from T-1 to T-6, depending on the local context but not all FBCs include all 6.





2



PUBLIC ENGAGEMENT

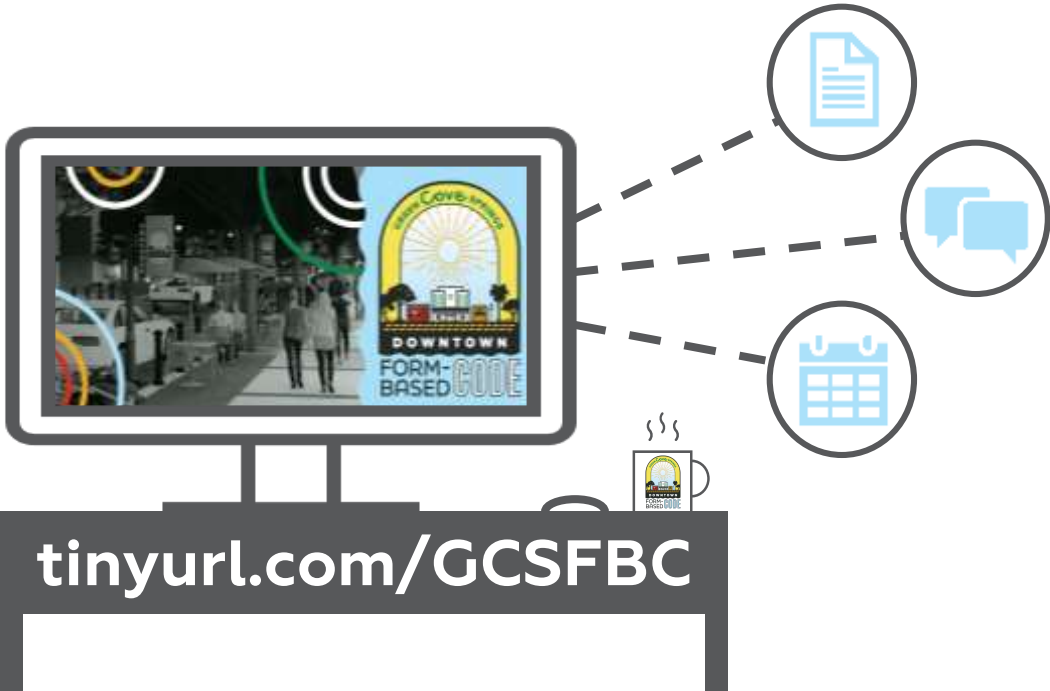
PROJECT WEBSITE



Document Library

View project documents and meeting summaries below.

-  **Public Workshop #1 Summary (08.08.2023)**
PDF (7.50 MB)
A summary of the presentation and input received during Public Workshop 1
-  **Public Workshop #1 Presentation (08.08.2023)**
PDF (2.16 MB)
Summary of the presentation from Public Workshop 1
-  **Existing Conditions Analysis**
PDF (4.58 MB)
A summary of the existing conditions within the Study Area.

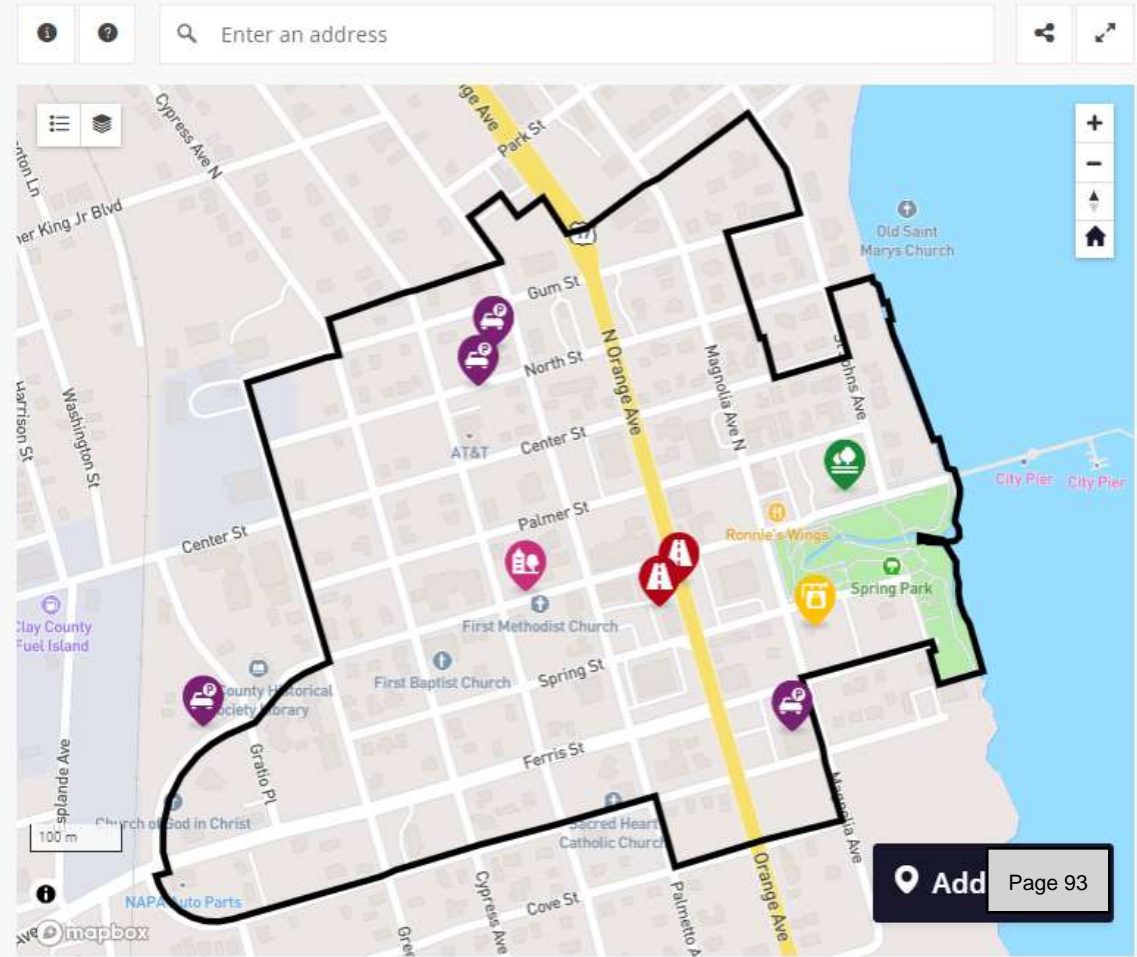


tinyurl.com/GCSFBC

Share your Ideas on the Interactive Map

What should future development look like within the Downtown? Where could additional building heights be located? Where can setbacks be minimized? Do the current sign regulations seem to be working? Where should onsite parking be located in relation to the building and the street? Please use the icon to share your thoughts and ideas to help the Project Team develop a new form-based code for the Downtown.

9 contributions so far



Enter an address

Map showing the downtown area with various streets and landmarks. The map includes a search bar, a list of streets, and a legend. The map is titled "Share your Ideas on the Interactive Map" and shows 9 contributions so far. The map includes a search bar, a list of streets, and a legend. The map is titled "Share your Ideas on the Interactive Map" and shows 9 contributions so far.

Mapbox

Page 93

LISTENING SESSIONS (7/12-17/23)



Areas of agreement:

1. Preserve the **small-town character** of downtown.
2. It is very difficult for new development and infill to meet current **parking** requirements.
3. Don't need to require a particular **architectural style**, but need standards to ensure the Walnut Street commercial core preserves its character and new development in other areas feature quality design.
4. A coordinated and prominent **wayfinding** program is needed.

Diverse opinions:

1. Some would rather keep the entire downtown at a **maximum building height** of two stories, while others were more inclined to allow 3 or 4 stories in specific areas.
2. There was no unified opinion on the desired character for development along **Orange Avenue** or **Ferris Street**. Some have given up on these roadways as being highways that carry fast moving traffic and desire a greenbelt feel, with landscaping and trees lining up the road. Others would like to see development taking a more prominent role, slowing down traffic, and letting passers-by know they are going through Green Cove Springs.

PUBLIC WORKSHOPS (8/8/23 – 1/18/24)



1 Urban Form Preference

2 Preferences by Corridor

- Maximum of 2 stories; possibly 3 in some areas.
- Future development to be sensitive to historic fabric.
- Pedestrian and bicycle safety.
- Central public parking facilities.
- Diverse architecture with form standards.

1 Transect/Zoning Comparison

2 Development Review Process

3 Site Design Standards

4 Building Design Standards

- Community Idea Wall

Palmetto Avenue				
BUILDING HEIGHT	BUILDING BY BLOCK	ARCHITECTURE	PUBLIC SPACE	PREFERRED USES
Two stories	Close to the sidewalk on Palmetto	Enrich local identity	Walkable	Retail
Three stories	Close to the sidewalk on Palmetto	Enrich local identity	Walkable	Dining
Four stories	Close to the sidewalk on Palmetto	Enrich local identity	Walkable	Office
Five stories	Close to the sidewalk on Palmetto	Enrich local identity	Walkable	Gas stations
Six stories	Close to the sidewalk on Palmetto	Enrich local identity	Walkable	Vehicle repair
Seven stories	Close to the sidewalk on Palmetto	Enrich local identity	Walkable	Single-family
Eight stories	Close to the sidewalk on Palmetto	Enrich local identity	Walkable	Townhomes
Nine stories	Close to the sidewalk on Palmetto	Enrich local identity	Walkable	Multi-family



3 form-based code

purpose / framework

zones

applicability

site design

building design

parking design

landscaping / buffers

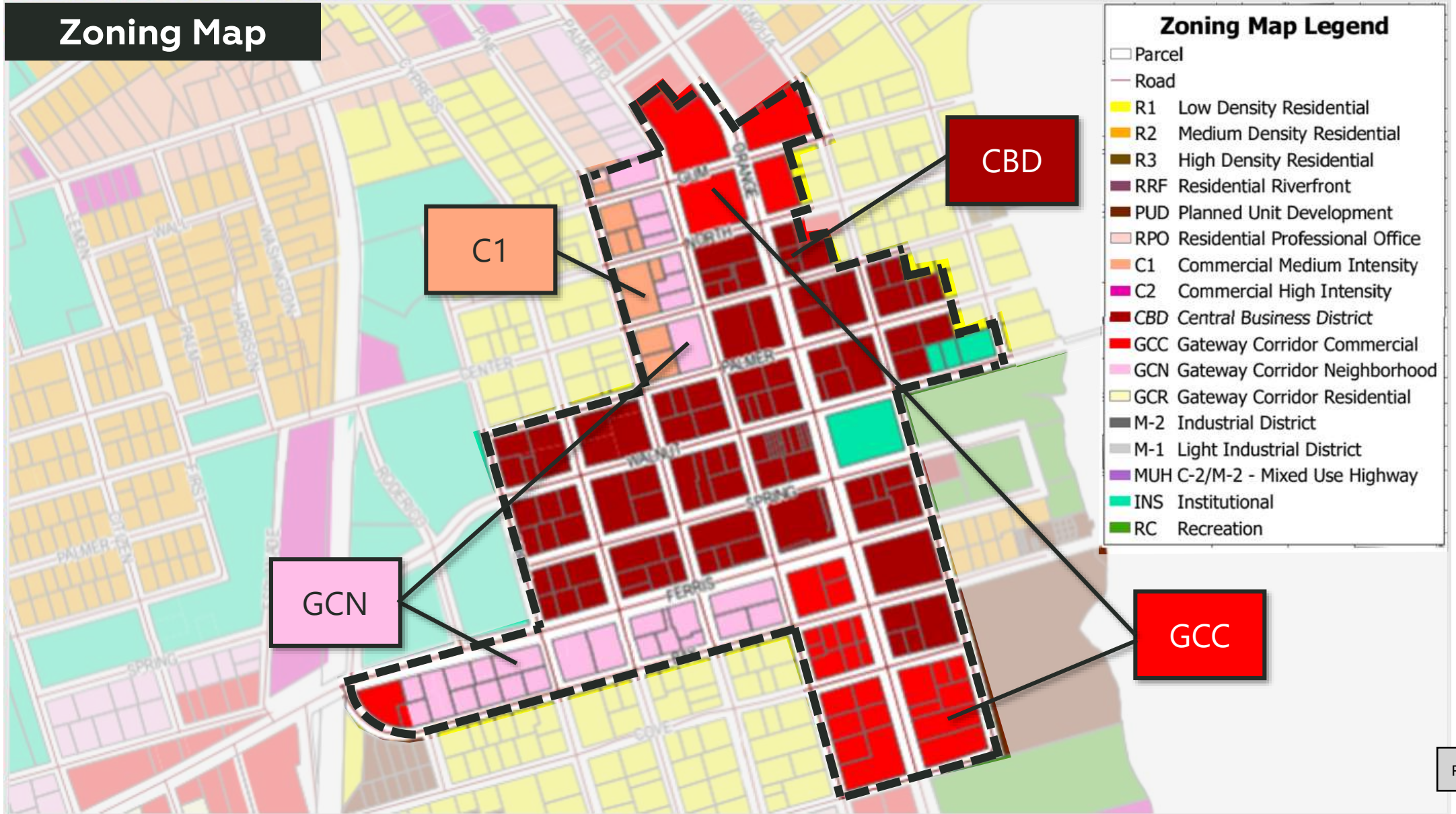
signs



Form-Based Codes

- an alternative to conventional zoning
- regulations, not guidelines
- focused on the appearance and design of buildings, less on use
- concerned with how the site is accessed by a range of transportation options
- create walkable, vibrant places
- cultivate economic development / redevelopment
- retain community character

Zoning Map



FORM-BASED CODE

zones

Item #2.



DOWNTOWN CORE



Walnut Street and Magnolia (Walnut to Center Street)

FORM-BASED CODE

zones

Item #2.

PRIMARY CORRIDOR



Orange Avenue and Ferris Street

FORM-BASED CODE

zones

Item #2.



SECONDARY CORRIDOR



Palmetto Avenue, Palmer Street, and Spring Street

FORM-BASED CODE

zones

Item #2.

TRANSITION



Bay Street and Pine Avenue

SITE ONE

minor addition/modification



SITE ONE

major addition/modification



SITE ONE *redevelopment*



Site Plan Approval

- Admin. approval
- Council approval
 - ~~>1 acre~~
 - ~~>5,000 sq. ft.~~
 - SE required
 - Variance requested
 - complex/controversial

Flexibility

- Admin: up to 10% of dimensional requirement
- Planning & Zoning Board:
 - >10% up to 30%*
 - Non-dimensional provisions

* >30% deemed a variance

Review Criteria for modifications

- Consistency with code and comprehensive plan
- No impact (or adequate mitigation) on adjacent uses
- Allows superior design
- Necessary to enhance natural or cultural resources
- Code compliance not feasible or results in inferior design
- No impact on public facilities, land use, traffic, or environment

FORM-BASED CODE

site design

Item #2.

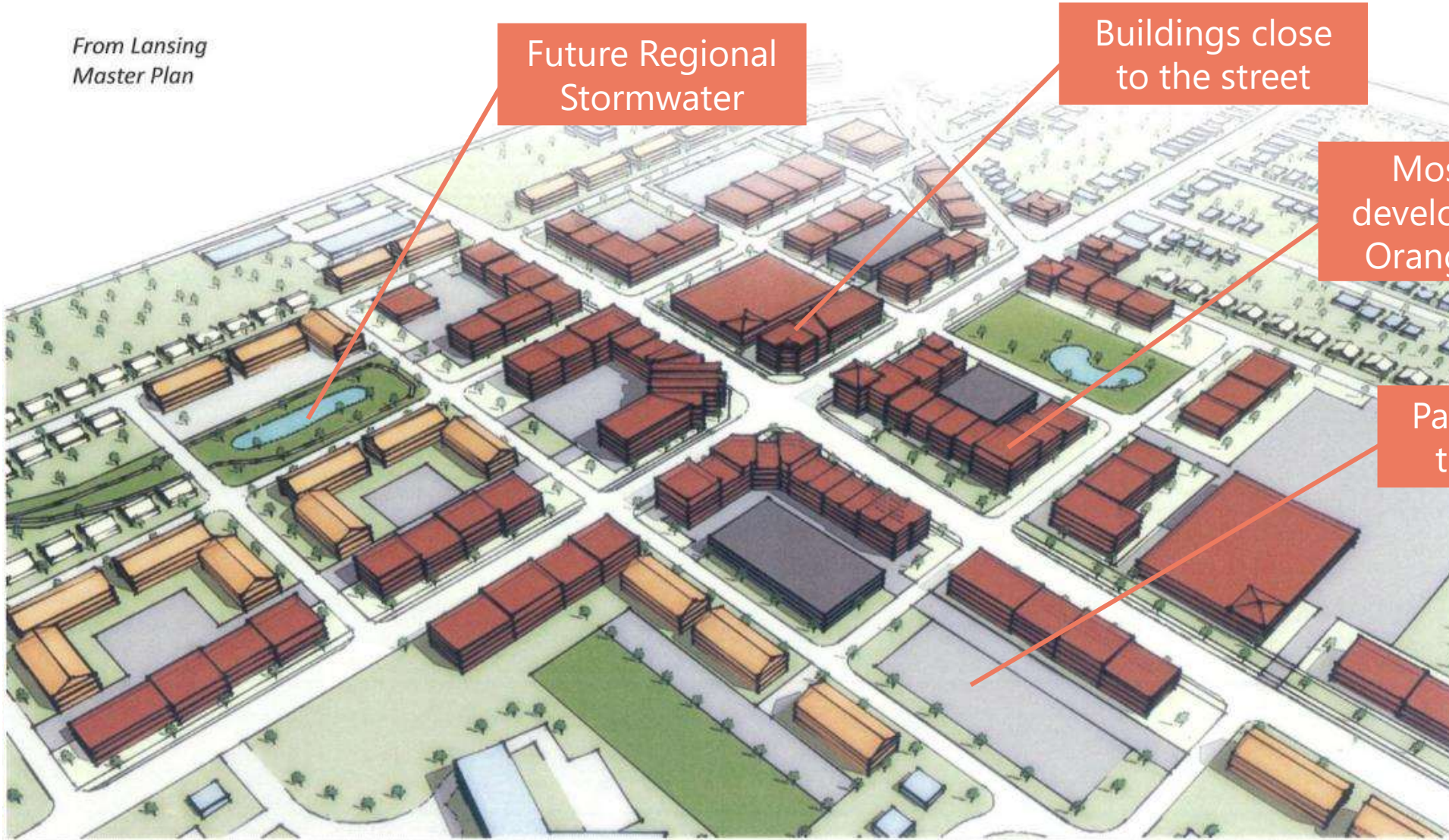
*From Lansing
Master Plan*

Future Regional
Stormwater

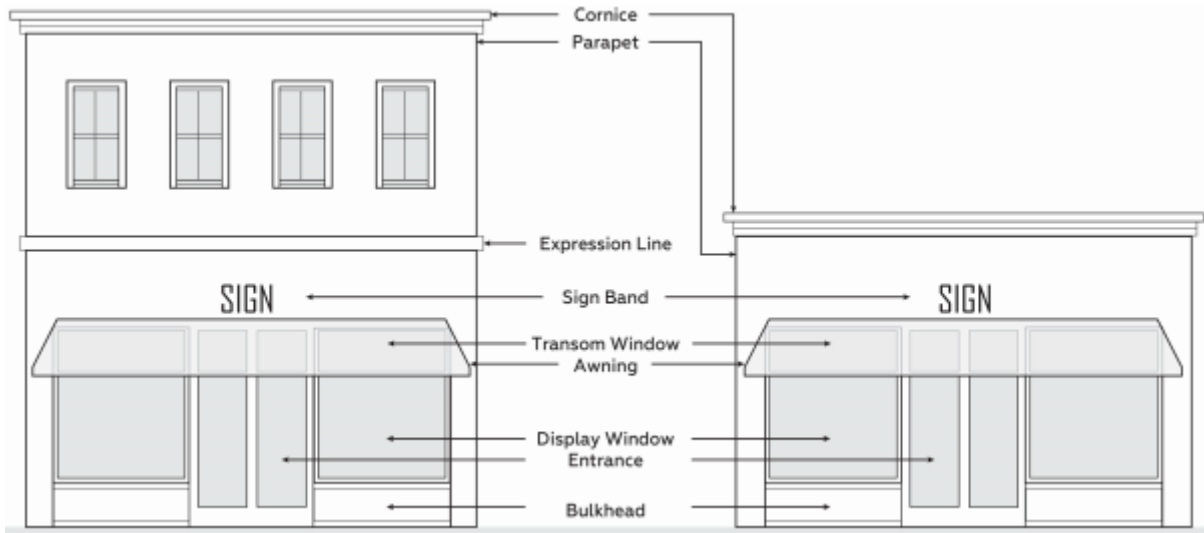
Buildings close
to the street

Most intensive
development along
Orange and Ferris

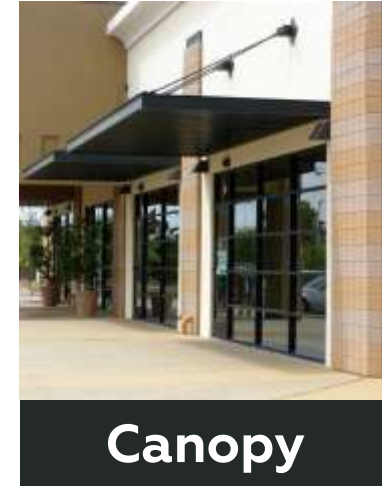
Parking behind
the building



FORM-BASED CODE



Storefront



Canopy



Awning



Gallery



Arcade



Forecourt



Stoop



Porch



Gas Stations



Drive-through



Vehicle Repair



Accent Lighting



ALLOW:

1. String or LED rope lights outlining the roof edge (limited on Walnut/Magnolia).
2. Lights that automatically change colors (<once/hour).
3. Spotlights illuminating downward are allowed.
4. Security lighting.

PROHIBIT:

1. Lights outlining windows, doors, or other features.
2. Flashing or moving accent lights.
3. Lights shining up.
4. Lights that exceed 3.0 footcandles (measured at edge of lot, 5' high). Incandescent lights limited to 75 watts; fluorescent 20 watts; LED 15 watts.

5-year amortization period



on-site parking | shared parking | on-street parking | satellite parking | pay-in-lieu



2.5 feet to 5 feet. The portion above 2.5 feet shall be transparent (e.g., wrought iron or similar material). Street walls shall have columns/posts (one foot by one foot minimum) spaced every 24 feet.

FORM-BASED CODE

signs

Item #2.





4

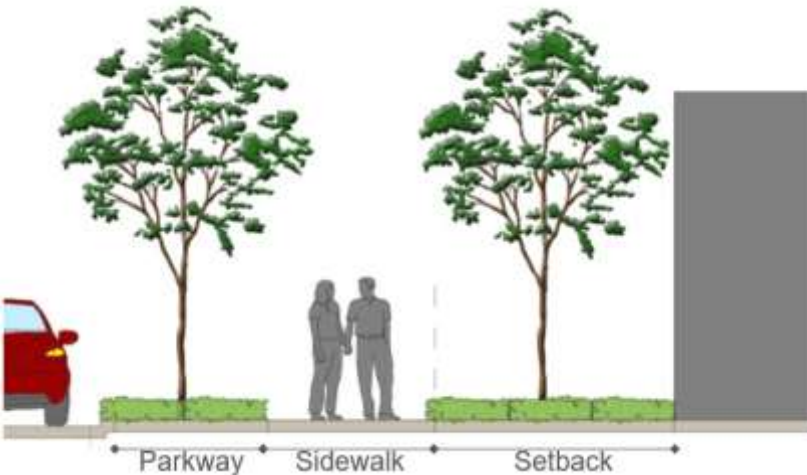
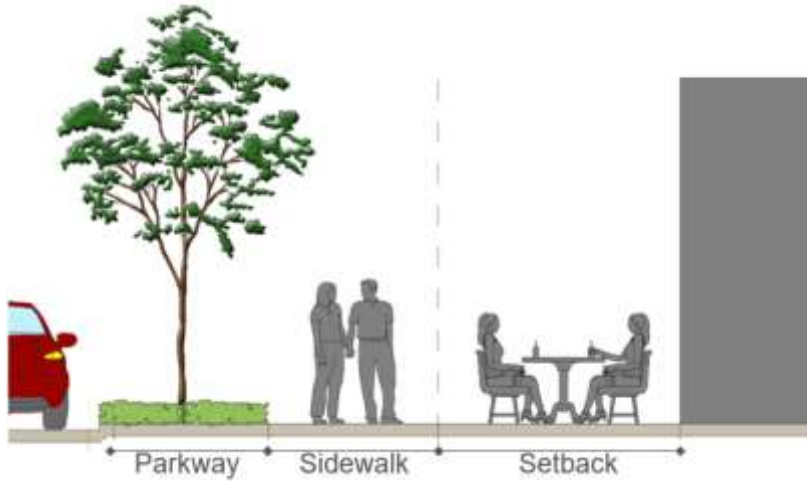
NEXT STEPS

NEXT STEPS

	JAN				FEB				MAR				APR				MAY				
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	
TASK 5. UNVEILING OF FBC/PUBLIC INPUT																					
Prep for stakeholders meeting	■																				
3 in-person stakeholder meetings (1 day)			▲																		
Meeting summaries			■																		
Prep for workshop 2	■																				
Facilitate workshop 2			▲																		
Workshop summary			■																		
Prep for joint workshop			■																		
Facilitate joint P&Z/CC workshop									◆												
Meeting summary									■												
Bi-weekly meetings (3)	●			●																	
TASK 6. ADOPTION																					
Update Draft									■												
Prep for hearings									■												
Attend P&Z hearing											◆										
Attend CC Hearings (2)													◆								
Bi-weekly meetings (4)									●	●	●	●									
Final submittal													◆								

QUESTIONS





Building Setbacks

STANDARD	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Front Setback ^A	0' min.	6' min.	10' min.	15' min. No max.
Street Side Setbacks ^B	6' max.	10' max.	No max.	10 min. No max.
Side Setback ^C	0'/6' min. ¹	0'/6' min. ¹	6' min.	6 min.
Rear Setback (lot or alley) ^D	10'			

¹ Zero-foot side yard setback permitted only if the adjacent building is also placed at the property line. Otherwise, 6' are required.

Public Realm

Street Segment	Sidewalk Width (min.)	Parkway Width (min.)
Orange Av. and Ferris St.	8 ft.	6 ft.
All other streets	6 ft.	8 ft.



FORM-BASED CODE

BUILDING TYPOLOGY	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Mixed Use	Y	Y	Y	N
Non-Residential Single Use	Y	Y	Y	N
Non-Residential Multiple Use	Y	Y	Y	N
Multi-Family	Y	Y	Y	N
House	N	N	Y	Y



Building and Floor Height

PROPOSED	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Building Height	20' min. 2 stories max.	20' min. 3 stories max.	16' min. 2 stories max.	16' min 2 stories max.
Height with Bonus	NA	4 stories	3 stories	NA
Ground Floor Elevation (above sidewalk or finished grade)	24" min. residential	24" min. residential	24" min. residential	24" min. residential
Ground Floor Ceiling Height	12' min./20' max.	12' min./20' max.	9' min./14' max.	9' min./14' max.

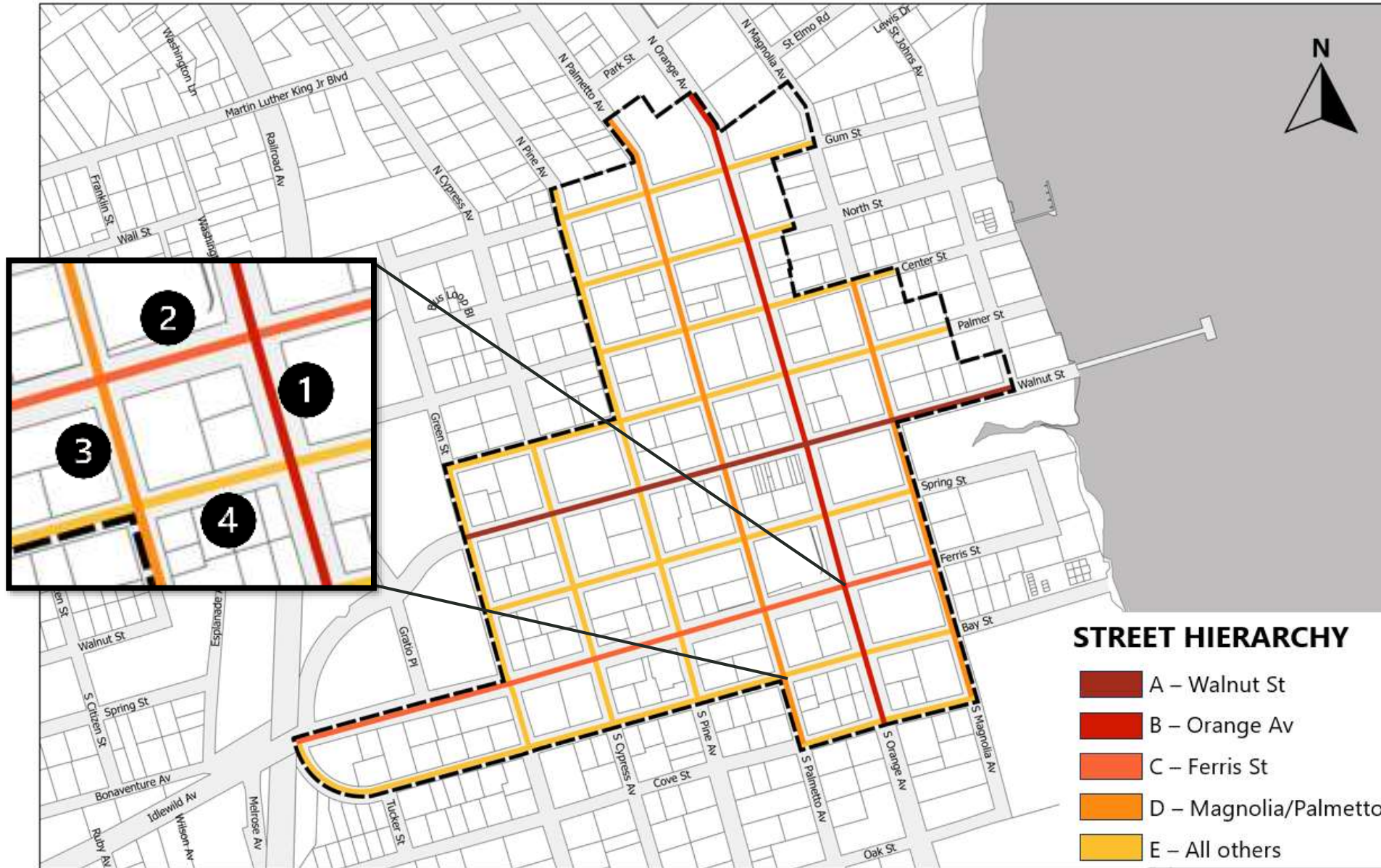
Height Bonuses

- Vertical Mixed-Use
- Affordable Housing
- Parking Garages
- Public Open Space & Amenities

CURRENT	CBD	GCC	GCN	C1	INS	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
ISR									
Comm/Off:	NA*	80%	70%	NA	NA	100	80%	70%	50%
MF:		80%	NA						
Detached:		NA	60%						
Attached:		NA	70%						
Building Height									
Comm/Off:	NA*	54' (up to 70')/ 4 stories	35' (up to 50')/ 3 stories	35'	85'	2 stories	3 stories (4 with bonus)	2 stories (3 with bonus)	2 stories
MF:		54' (up to 70')/ 4 stories	NA						
Detached:		NA	35'/3 stories						
Attached:		NA	35'/3 stories						

* Per current development

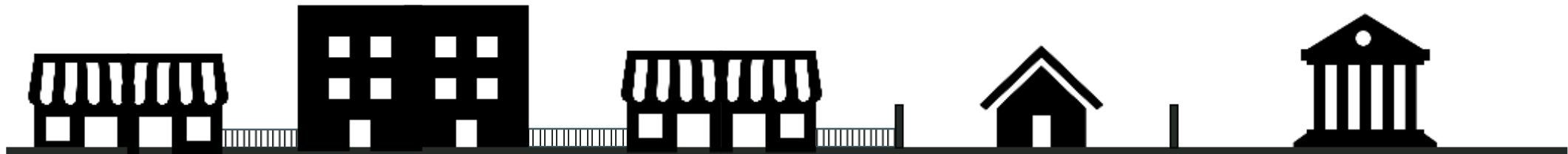
FORM-BASED CODE





Building Frontage

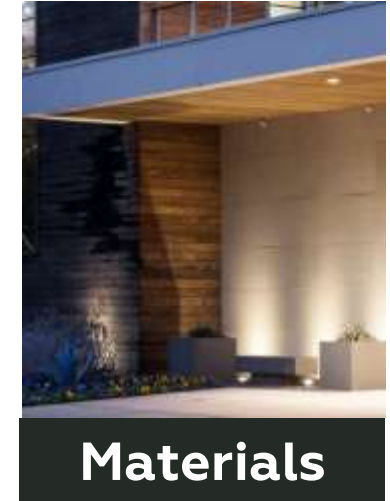
STANDARD	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Required Frontage	80% min.	60% min.	40% min.	40% min.



Facade Articulation



Entrances



Fenestration

Materials

1. Awning or canopy.
2. Gallery, arcade, forecourt, stoop, or porch.
3. Vertical or horizontal offset, column, band, cornice, or similar element 6" deep.
4. Expression line between floors (not color bands).
5. Balcony.
6. Window.
7. Door.
8. Other treatment

	Ground Floor	Upper Stories
Buildings with storefront	40% min.; 90% max.	15% min.; 50% max.
Other buildings	25% min.; 90% max.	15%; 50% max.



Vehicle Repair




Auto Sales



BACKGROUND



FUTURE LAND



GO.

TO DEVELOP AND MAINTAIN LAND TO PROVIDE FOR THE MOST APPROPRIATE DIRECT GROWTH TO SUITABLE AREAS FOR THE HEALTH, SAFETY AND WELFARE OF THE COMMUNITY.

OBJECTIVE 1.3. Character & Compatibility.

Future development and redevelopment projects shall protect the City's unique character, historic neighborhoods, and high quality of life.

Policy 1.3.1. The City shall update the current zoning map and district regulations to implement the directives of this plan.

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

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

Policy 1.3.3. As the City continues to grow, its LDC shall be updated to incorporate urban design principles, such as:

- Form-based code regulations for the downtown and surrounding areas;
- Smaller building setbacks and lot sizes;
- Green infrastructure; and
- A reduction and relocation of vehicular parking spaces and areas to the rear or side of structures where appropriate.

Policy 1.3.4. The City shall require all new development and redevelopment projects to integrate harmoniously into established neighborhoods through the use of buffering, open space, landscaping, and other site design tools.

Policy 1.3.5. The City shall ensure that all existing, new, and expanded subdivisions are consistent with the sustainability, character, compatibility, resource preservation, and economic development interests of the City.

Policy 1.3.6. The City shall prohibit future encroachment of nonresidential development into established neighborhoods which are incompatible with the character of the area.

Policy 1.3.7. The City shall amend its LDC to provide additional design and compatibility requirements for developments located along major roadway corridors.

Policy 1.3.8. The City shall encourage the shared construction, maintenance, and use of shared parking and stormwater management facilities between adjacent and nearby developments.

Policy 1.3.9. The City shall seek to develop a signage and wayfinding master plan to enhance the navigability, branding, and aesthetic character of the City.

Policy 1.3.10. The City shall work with FDOT and the North Florida TPO to improve the image of the US 17 and SR 16 corridors by adding landscaping, banners, and other elements that would help create a sense of place.

Policy 1.3.11. The City shall explore the possibility of creating a gateway near the Governors Creek bridge, where the waterfront is first visible to drivers traveling south on US 17.

FUTURE LAND USE 1-5

Future development and redevelopment projects shall protect the City's unique character, historic neighborhoods, and high quality of life.

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February 2022

BACKGROUND



DOWNTOWN MASTER PLAN

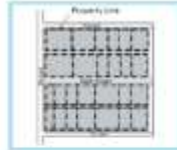
Green Cove Springs, Florida

4. Establish & Adopt Form-Based Code

The Land Development Code and Zoning Map are the most important tools for implementing the vision for Downtown. Most sites in the Downtown are zoned Central Business District (CBD), the north and south gateways into downtown (US 17) are zoned Gateway Corridor Commercial (GCC), and the south side of the Ferris Street corridor and the west side of Palmetto Avenue are zoned Gateway Corridor Neighborhood (GCN). There are a few sites on Magnolia Avenue zoned R-1. Public sites are zoned Institutional (INS). While the current zoning standards have tried to address infill, redevelopment, and quality of design, transitioning to a Form-Based Code for the Downtown area and the US 17 and SR 16 commercial corridors as they enter the downtown would be the best option to achieve the vision.

The intent of the Form-Based Code (FBC) will be to preserve the existing character of the Downtown, while promoting quality infill and redevelopment in a walkable and mixed-use urban environment. The new FBC will contribute to streamlining the current zoning and development review process and provide developers, builders and residents with a more predictable and transparent process for development and redevelopment. Implementation of a form-based code would also lead to greater interest in the city for new investment and economic growth that would be fueled by the creation of a richer and more vibrant urban environment in the heart of Green Cove Springs.

Recommendations for implementing a Form-Based Code within the City are detailed within Supplemental Document B.



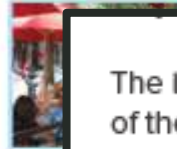
Block Layout / Connectivity

Block size is key to achieving good urban form and transportation connectivity. Shorter blocks improve the pedestrian experience as well as foster a street network that supports the efficient distribution of traffic. The urban core gridded network shall be maintained and improved.

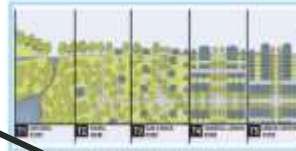


Building Placement / Orientation

The placement of a building on a site is critical to creating a vital and coherent public realm. Buildings must be oriented to the street; parking areas must be placed behind the buildings. Building orientation can also be defined by locating prominent entrances along the principal street.



Public Realm



Source: Form-Based Codes Institute

30 GREEN COVE SPRINGS DOWNTOWN MASTER PLAN

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April 2022

PUBLIC WORKSHOP #1 (8/8/23)

Item #2.

Ferris Street

BUILDING HEIGHT

- Two stories
- Three stories
- Four stories
- Greater than four stories

BUILDING HEIGHT

- Two stories
- Three stories
- Four stories
- Greater than four stories

BUILDING HEIGHT

- Two stories
- Three stories
- Four stories
- Greater than four stories

BUILDING HEIGHT

- Two stories
- Three stories
- Four stories
- Greater than four stories

BUILDING HEIGHT

- Two stories
- Three stories
- Four stories
- Greater than four stories

BUILDING HEIGHT

- Two stories
- Three stories
- Four stories
- Greater than four stories

BUILDING SETBACKS

- Close to the sidewalk
- Away but not too far (no parking in front)
- Far from the sidewalk (parking in front)

ARCHITECTURE

- Diverse (with standards)
- Diverse (without standards)
- Uniform (with traditional architecture)
- Uniform (with modern architecture)

PUBLIC REALM

- No change
- Wider sidewalks and landscaping strip
- Auto-Oriented

PREFERRED USES

- Retail
- Dining
- Office
- Gas stations
- Vehicle repair
- Single-family
- Townhomes

PUBLIC WORKSHOP #2 (1/18/24)



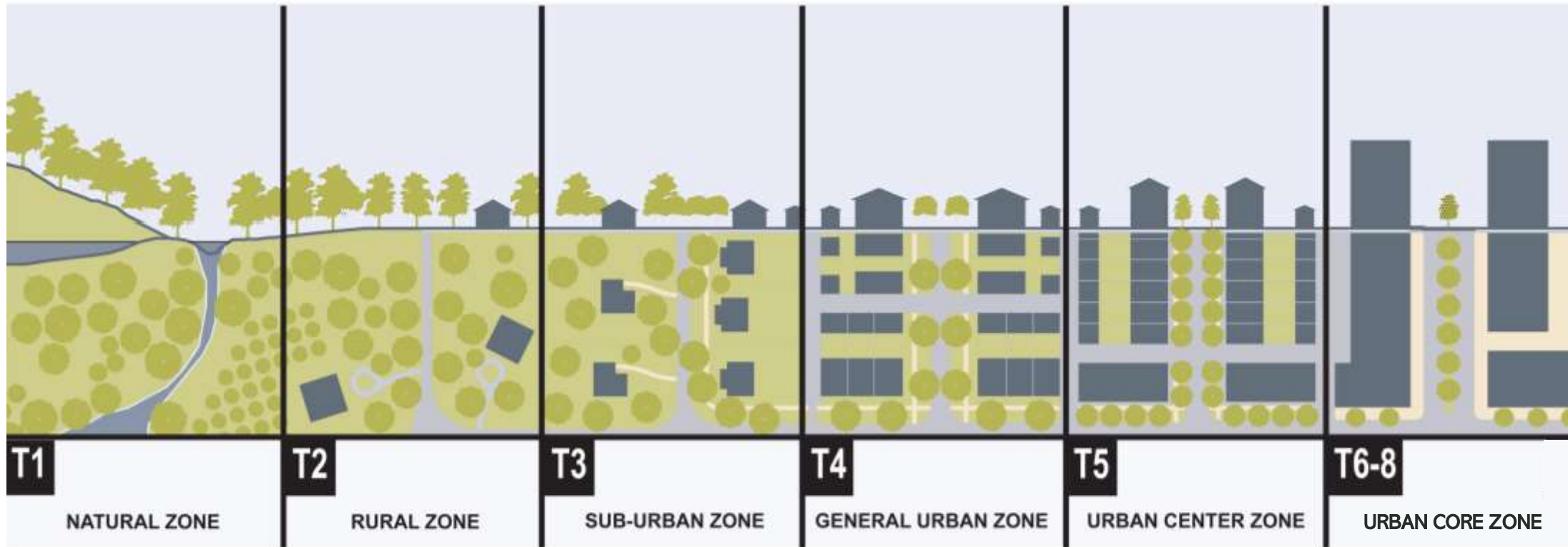
- 1 Transect / Zoning Comparison
- 2 Development Review Process
- 3 Site Design Standards
- 4 Building Design Standards
 - Community Idea Wall



FORM-BASED CODE

zones

Item #2.



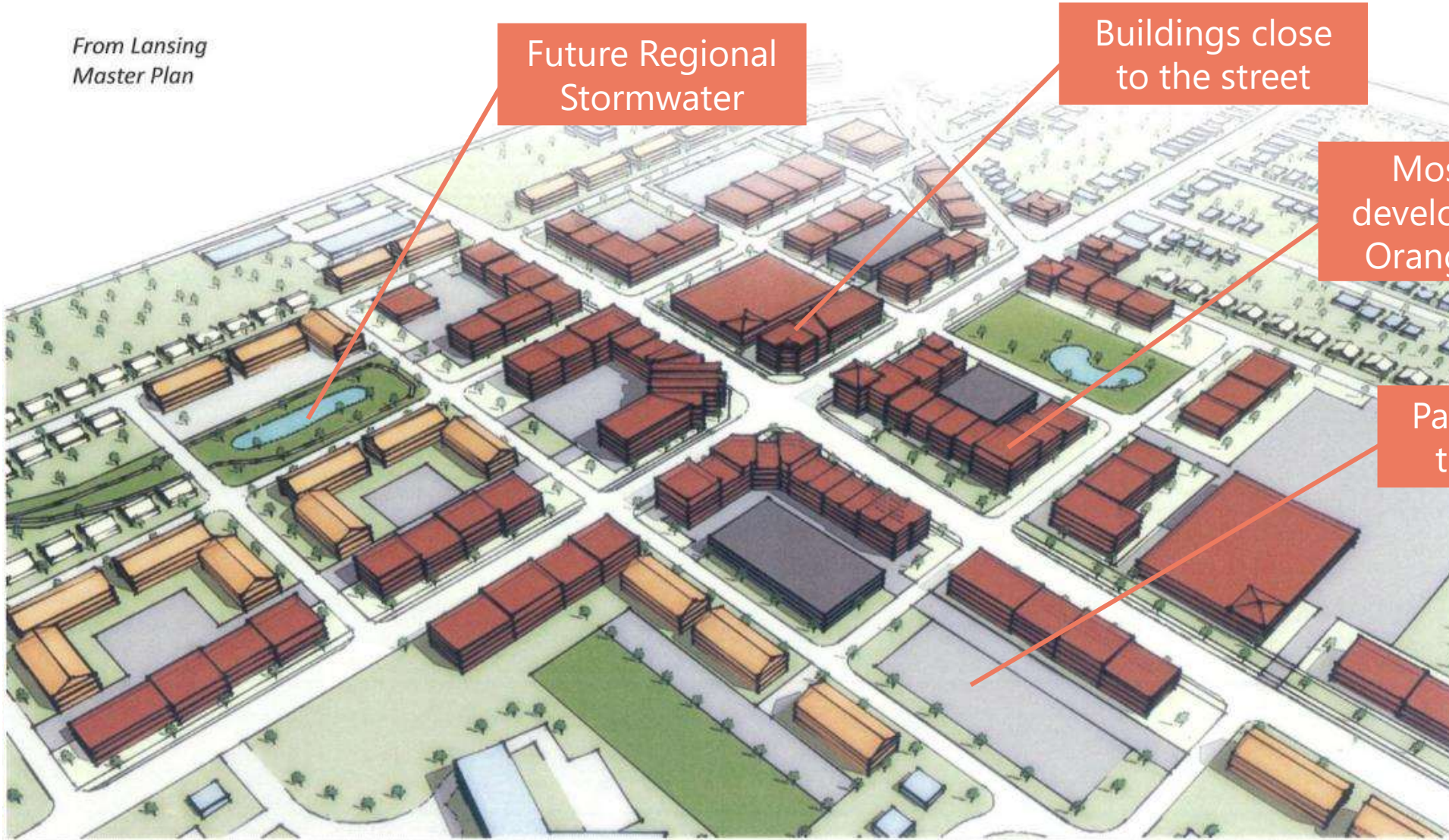
From Lansing
Master Plan

Future Regional
Stormwater

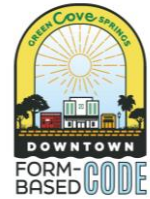
Buildings close
to the street

Most intensive
development along
Orange and Ferris

Parking behind
the building



Green Cove Springs Downtown Form Based Code *Public Workshop #1 Summary*



WORKSHOP INFORMATION

Date and Time: Tuesday, August 8, 2023, from 6 to 8 pm

Venue: Green Cove Springs City Hall (321 Walnut St, Green Cove Springs, FL 32043)

SUMMARY

The purpose of this memorandum is to provide a summary of the first Public Workshop for the Green Cove Springs Downtown Form Based Code. The Workshop summarized in this document was the first opportunity for public engagement in a series of two workshops that will help guide the regulations.



Mike Daniels, Development Services Director, opened the workshop by introducing Pat Tyjeski, the Inspire Project Manager, and thanked the community for participating in the workshop. Pat introduced the Inspire Team and shared a brief PowerPoint presentation (attached) introducing the project to the public—the slides of which are included at the end of this document. The presentation discussed the scope and goals of the project, the basic concepts of form-based codes, project boundaries, timeline, and initial findings of the Downtown analysis. A video of a 3D model of Downtown Green Cove Springs showing existing conditions was also presented, demonstrating that when buildings are placed close to the street vehicular traffic tends to slow down. During the presentation it was also explained that the regulations created by this project would only apply to new construction and if existing buildings were to be redeveloped. Workshop attendees were then invited to provide their feedback through engagement activities including an urban form preference exercise and input boards.

Pat mentioned to the attendees that a project website (tinyurl.com/GCSFBC) was created to reach individuals who could not make it to the workshop and for community members at large to find out information regarding the project, download documents, and provide input by using the interactive map feature.

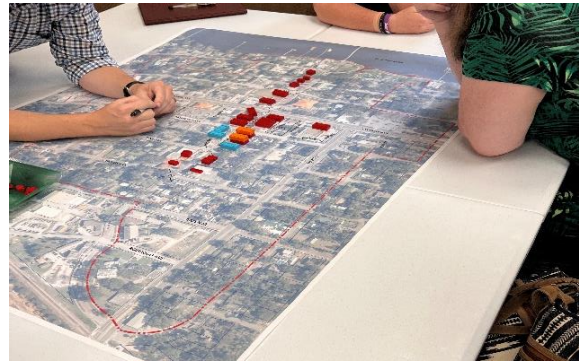


ENGAGEMENT ACTIVITIES

Workshop attendees were asked to participate in the engagement activities, starting with the urban form preference exercise and then the input boards placed around the room. The primary purpose of the engagement activities was to generate public input on the issues, opportunities, and strategies that should guide the development of the form-based code. A description of each activity’s intent and methodology is provided below. Additionally, a summary of the input received is provided in the **Key Takeaways** section of this memorandum.

Activity One: Urban Form Preference

Participants were asked to gather around tables with a map of the study area and were provided with Legos to create their desired development pattern. Participants were asked to consider land use, setbacks, and building height preferences. Participants were given a set amount of time to collaborate. To wrap up the group activity, a group leader from each table presented their group’s idea to workshop attendees.



Activity Two: Preferences by Corridor

Five boards were set up around the room, asking the participants to rate preferences for development along the five major corridors in Downtown: Orange Avenue, Walnut Street, Ferris Street, Palmetto Avenue, and Magnolia Avenue. Participants were given dots to express their preference in the topics of building height and setbacks, architecture, and public realm improvements. Participants were also given a list of uses and were asked to place a dot showing their preferred land uses along each corridor.



A “catch-all” board was also provided for participants to leave comments that weren’t exactly relevant to the other activities, or to suggest ideas that were not mentioned earlier in the workshop. This board allowed the community space to offer unique ideas and perspectives that were not previously considered by the design team.



ACTIVITY RESULTS/KEY TAKEAWAYS

During the first activity, many residents focused their planning efforts on Walnut Street, as that was seen by participants as the main area of the downtown. Most groups wanted to keep the height in this area at two stories; however, some groups were not opposed to development along Walnut Street reaching up to three stories in height. The overwhelming consensus was for Walnut to be commercial—particularly on the first floor, with some groups considering mixed use, office, or multifamily as potential uses on the second story. A couple of groups stated that Orange Avenue (US Highway 17) could allow three stories. Some groups wanted to remind project staff that many buildings downtown are historic, their desire to ensure lower building height adjacent to these historic buildings, and to be mindful of the transition from the historic buildings to new development. All four groups expressed a strong desire to increase safety and comfort for pedestrians and bicycles in the downtown area. One group proposed widening sidewalks along Orange Avenue. Many groups mentioned the desire to have event spaces and green spaces downtown, which some noted may be achieved by expanding Spring Park.



Parking is a concern as local events attract many residents downtown which exacerbates the area's limited parking supply. The City is already looking into potential parking solutions for the downtown area, but several groups suggested establishing some regional parking areas outside the study area which can shuttle riders to and from the downtown. Another parking suggestion was to allow some grass parking areas that could serve as green space for the downtown.

The second activity allowed each workshop participant to indicate what their preference would be along the five main corridors which intersect the study area. Many participants had a mutual agreement for maintaining a two-story limit throughout the downtown area, especially along Magnolia Avenue and Walnut Street, though some thought three or four stories could work along Palmetto, Orange, and Ferris. Most of the participants wanted buildings to be placed close to the sidewalk; however, some desired that the buildings be set back away from the road but did not wish to see parking placed between the building and street. For architectural preference along Magnolia, Walnut, Orange, and Ferris the desire from participants was to have uniform, traditional architecture, though some liked the idea of diverse architecture with standards. Along Palmetto, diverse architecture with standards was the preferred choice amongst participants.

Participants also expressed their desire to improve the walkability of downtown Green Cove Springs and welcomed wider sidewalks and landscaping strips. As far as preferred uses, retail, and dining were the top choices selected on all roads other than Palmetto. Along Palmetto Avenue, the preferred use was office space with participants also selecting townhouses as the other favored use. The data and feedback received during the public workshop will be used to inform the recommendations for form-based regulations for Downtown Green Cove Springs.

WORKSHOP ATTENDEES

City of Green Cove Springs

1. Mike Daniels, Green Cove Springs Development Services Director
2. Jim Arnold, City Attorney
3. Lyndie Knowles, Green Cove Springs

Inspire Placemaking Collective

4. Pat Tyjeski, Project Manager
5. Claudia Sicilia, Urban Designer
6. Nick Hill, Planner
7. Gabriela Castro, Planner
8. Erik Bredfeldt, Economic Development Planner
9. Yesenia Castaneda, Planning Intern

Participants

10. Donna Snelling
11. Cindy Sweat
12. Daniel Hutto
13. Rob Justino
14. Joe Kirkpatrick
15. Rosalind Arnold
16. Jim Salem
17. Dan Jollota
18. Dan Nichols
19. Dodie Seling
20. Jane Jollota
21. Susan Hibdon
22. Amy Hutto
23. Pam Lewis
24. Lesley J Davidson
25. Mary Justino
26. Maryanne Scales

URBAN FORM EXERCISE: RAW DATA

Table 1



Table 2

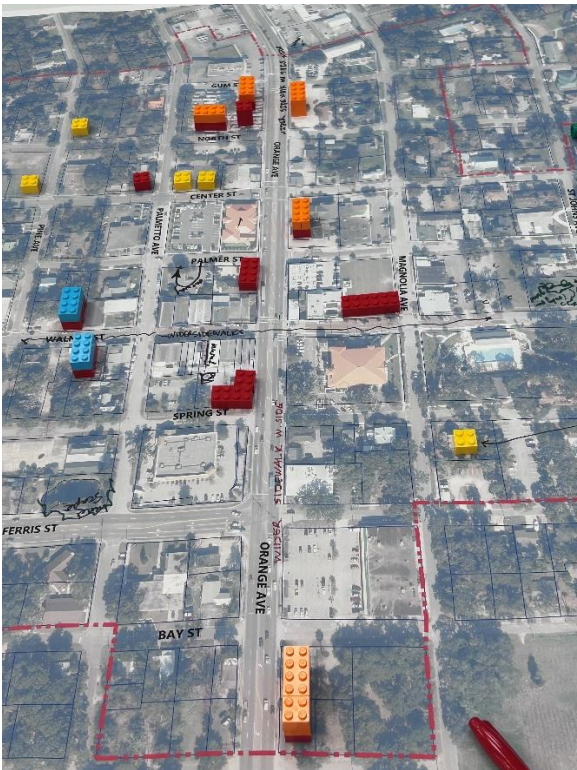
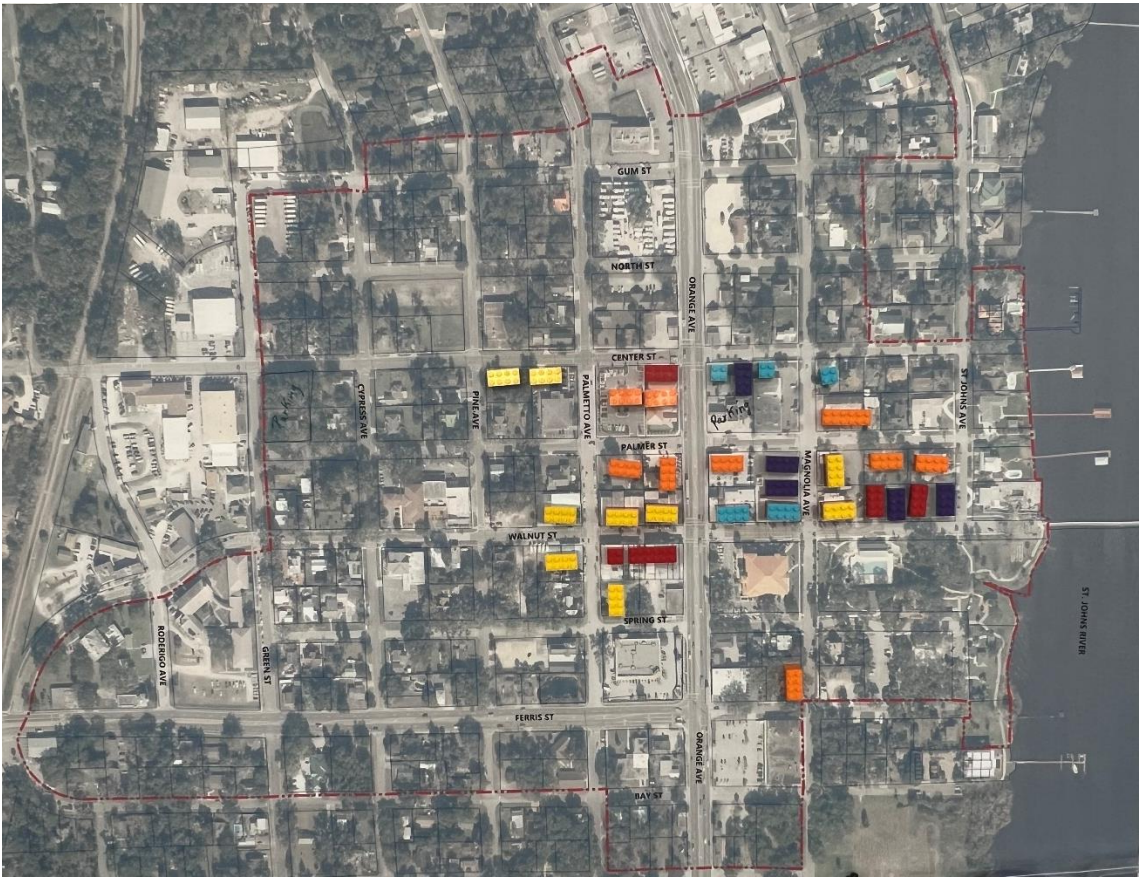


Table 3



















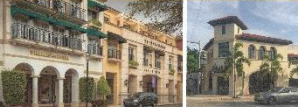





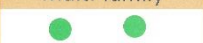


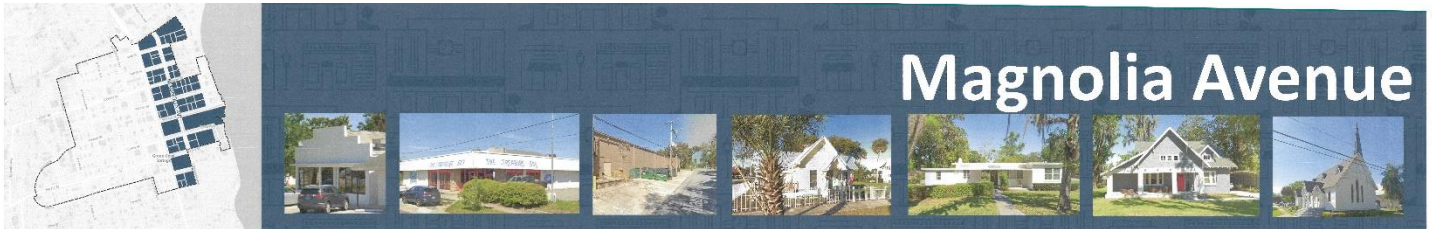
Table 4







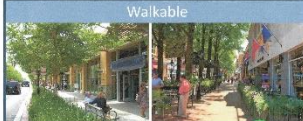








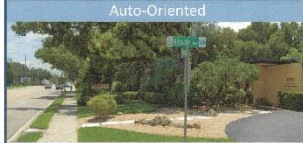











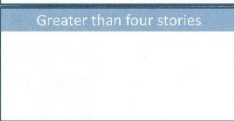









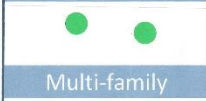
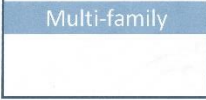


Orange Avenue






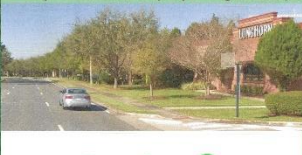









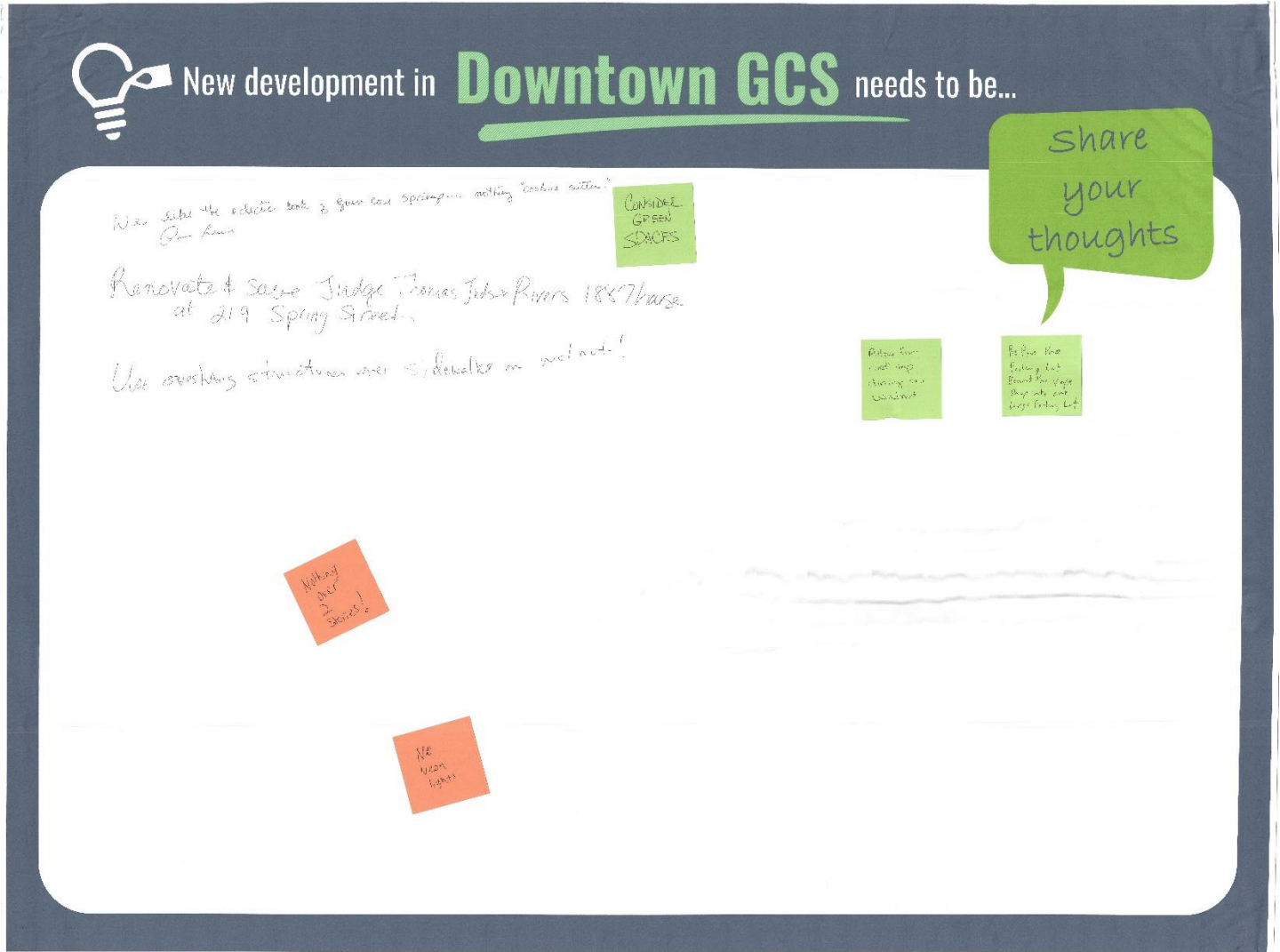
BUILDING HEIGHT	BUILDING SETBACKS	ARCHITECTURE	PUBLIC REALM	PREFERRED USES
<p>Two stories</p>  	<p>Close to the sidewalk</p>  	<p>Diverse (with standards)</p>  	<p>No change</p>  	<p>Retail</p> 
<p>Three stories</p>  	<p>Away but not too far (no parking in front)</p> 	<p>Diverse (without standards)</p> 	<p>Wider sidewalk and landscaping strip</p>  	<p>Dining</p> 
<p>Four stories</p> 	<p>Far from the sidewalk (parking in front)</p> 	<p>Uniform (with traditional architecture)</p>  	<p>Auto-Oriented</p> 	<p>Office</p> 
<p>Greater than four stories</p>		<p>Uniform (with modern architecture)</p> 		<p>Gas stations</p>
				<p>Vehicle repair</p>
				<p>Single-family</p>
				<p>Townhomes</p> 
				<p>Multi-family</p> 



BUILDING HEIGHT	BUILDING SETBACKS	ARCHITECTURE	PUBLIC REALM	PREFERRED USES
<p>Two stories</p>  	<p>Close to the sidewalk</p>  	<p>Diverse (with standards)</p>  	<p>Walkable</p>  	<p>Retail</p> 
<p>Three stories</p>  	<p>Away but not too far (no parking in front)</p>  	<p>Diverse (without standards)</p>  	<p>Auto-Oriented</p>  	<p>Office</p> 
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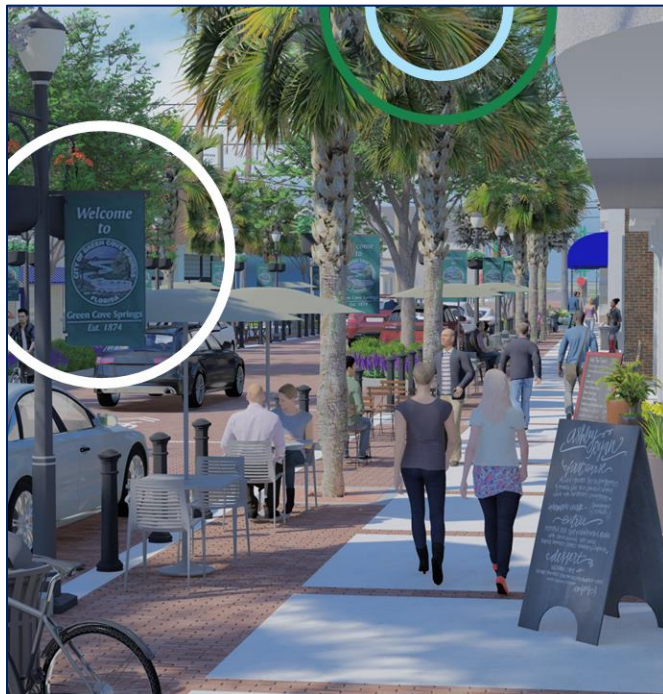
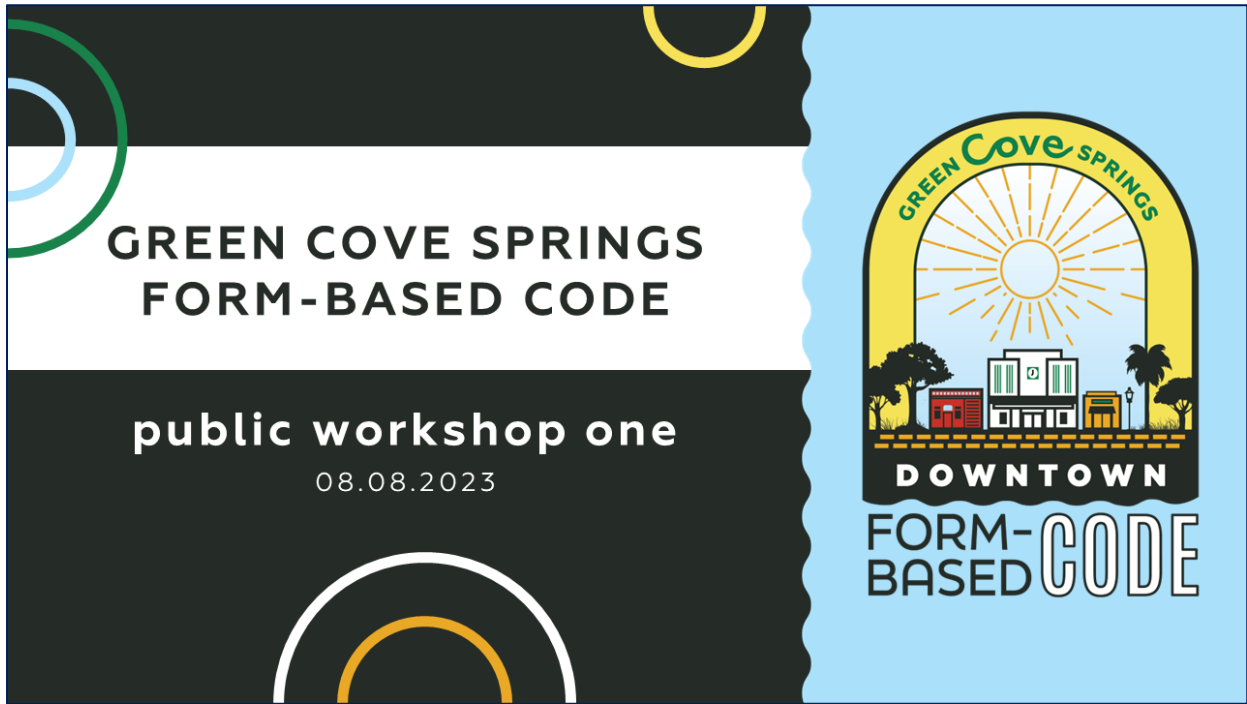
BUILDING HEIGHT	BUILDING SETBACKS	ARCHITECTURE	PUBLIC REALM	PREFERRED USES
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<p>Three stories</p>  <p>● ● ● ● ●</p>	<p>Away but not too far (no parking in front)</p>  <p>● ● ●</p>	<p>Diverse (without standards)</p> 	<p>Wider sidewalk and landscaping strip</p>  <p>● ● ● ● ● ● ●</p>	<p>Dining</p> <p>● ● ● ● ●</p>
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<p>Greater than four stories</p>		<p>Uniform (with modern architecture)</p> 		<p>Gas stations</p> <p>●</p>
				<p>Vehicle repair</p>
				<p>Single-family</p>
				<p>Townhomes</p>
				<p>Multi-family</p> <p>● ● ● ●</p>



Share your ideas!

- We like the eclectic look of Green Cove Springs... nothing "cookie cutter"
- Renovate & Save Judge Thomas Judson Rivers 1887 house at 219 Spring Street
- Use overhang structures over sidewalks on Walnut
- Consider Green Spaces
- Allow for rooftop dining on Walnut
- Repave the parking lot behind the vape shop into one large parking lot
- Nothing over 2 stories
- No neon lights


WORKSHOP PRESENTATION




AGENDA

- 1 project background
- 2 form-based code
- 3 initial findings
- 4 engagement activities
- 5 next steps

PROJECT BACKGROUND





FUTURE LAND

TO DEVELOP AND MAINTAIN LAND TO PROVIDE FOR THE MOST APPROPRIATE DIRECT GROWTH TO SUSTAINABLE HEALTH, SAFETY AND WELFARE OF

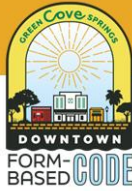
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- b. Smaller building setbacks and lot sizes;
- c. Green infrastructure; and
- d. A reduction and relocation of vehicular parking spaces and areas to the rear or side of structures where appropriate

February 2022

PROJECT BACKGROUND





DOWNTOWN
MAS
Green Cove Springs

4. Establish & Adopt Form-Based Code

The intent of the Form-Based Code (FBC) will be to preserve the existing character of the Downtown, while promoting quality infill and redevelopment in a walkable and mixed-use urban environment. The new FBC will contribute to streamlining the current zoning and development review process and provide developers, builders and residents with a more predictable and transparent process for development and redevelopment. Implementation of a form-based code would also lead to greater interest in the city for new investment and economic growth that would be fueled by the creation of a richer and more vibrant urban environment in the heart of Green Cove Springs.

April 2022

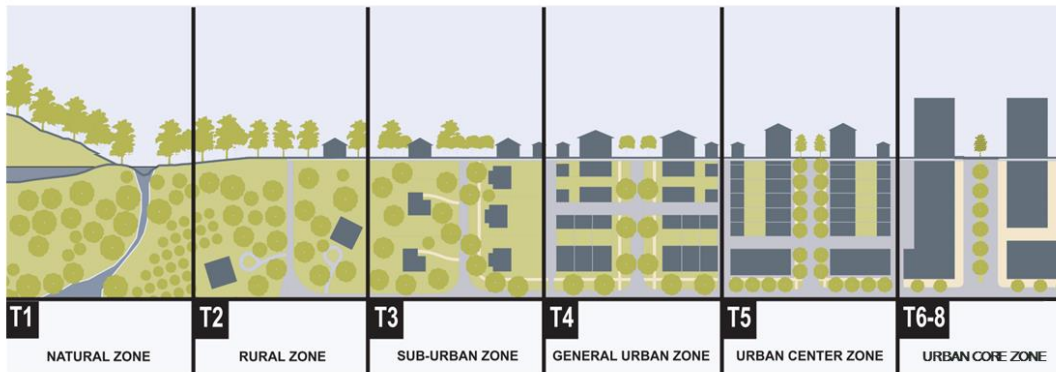
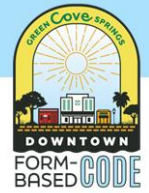
FORM-BASED CODE



Form-Based Codes are:

- an alternative to conventional zoning
- regulations, not guidelines
- focused on the appearance and design of buildings, rather than their use
- concerned with how the site is accessed by a range of transportation options

FORM-BASED CODE




FORM-BASED CODE

COMPONENTS

- regulating plan
- block layout
- list of uses
- site design
- buildingform
- building architecture
- public space design
- definitions


From Lansing Master Plan



FORM-BASED CODE

COMPONENTS

- regulating plan
- block layout
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- definitions



FORM-BASED CODE

COMPONENTS

regulating plan

block layout

list of uses

site design

buildingform

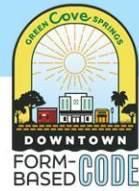
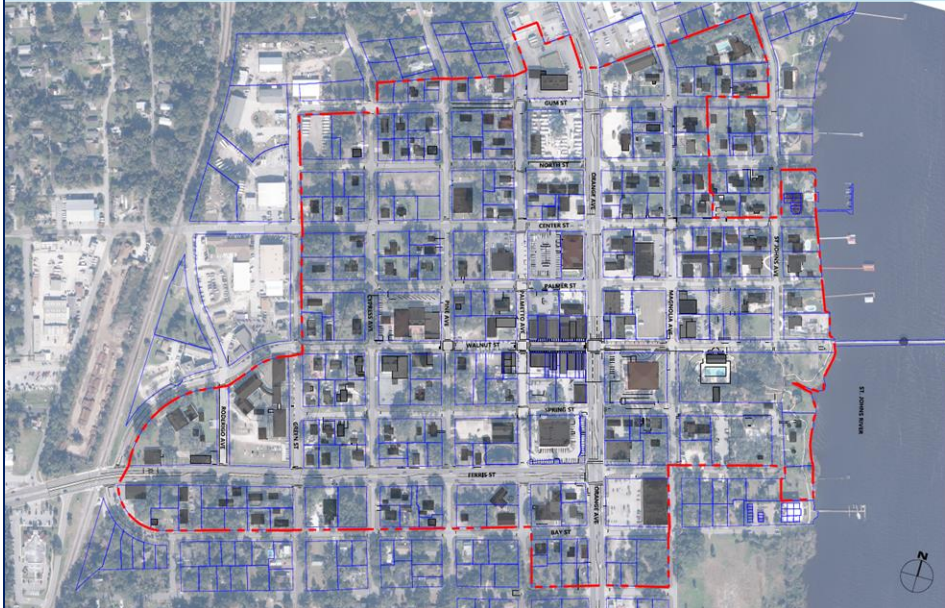
building
architecture

public space
design

definitions




FORM-BASED CODE






 Study Area

FORM-BASED CODE



- June 16 ✓ Project Kickoff
- Jun. – Aug. ☆ Research Existing Conditions
- July ✓ Stakeholder Interviews (Round 1)
- August 8 ★ **Public Workshop #1**
- Aug. – Oct. ○ Develop Master Plan
- Sep. – Dec. ○ Draft Development Standards
- December ○ Stakeholder Interviews (Round 2)
- December ○ Public Workshop #2
- Dec. '23 – Jan. '24 ○ Finalize FBC
- Feb. '24 – Apr. '24 ○ Adoption Hearings

FORM-BASED CODE



tinyurl.com/GCSFBC

INITIAL FINDINGS

There are institutional and residentially zoned properties not expected to redevelop



Refine the boundaries of the FBC Area

Presence of nonconforming lots, structures, and uses



Re-examine requirements



desktop analysis



stakeholder interviews



site visits

INITIAL FINDINGS

Lots fronting on more than one street



Specify in the regulations which roads will have primary frontage

Suburbanization of the Study Area over time



Revise regulations to support more urban, walkable developments



desktop analysis



stakeholder interviews



site visits

INITIAL FINDINGS

Coexistence of residential and nonresidential uses



Include compatibility requirements within the FBC

Property owners often struggle to meet current parking requirements



Review current parking standards for new development



desktop analysis



stakeholder interviews



site visits

INITIAL FINDINGS

Historic character of buildings is not protected from redevelopment



Consider establishing architectural standards to retain existing character

Review possibility of allowing more than 2 stories



Ensure views of water are protected



desktop analysis



stakeholder interviews



site visits

ENGAGEMENT ACTIVITIES



A



B

ENGAGEMENT ACTIVITIES




ENGAGEMENT ACTIVITIES



Walnut Street		Orange Avenue		Ferris Street		Palmetto Avenue		Magnolia Avenue					
BUILDING HEIGHT	BUILDING SETBACKS	BUILDING HEIGHT	BUILDING SETBACKS	BUILDING HEIGHT	BUILDING SETBACKS	BUILDING HEIGHT	BUILDING SETBACKS	BUILDING HEIGHT	BUILDING SETBACKS	ARCHITECTURE	PUBLIC REALM	PREFERRED USES	
Two stories	Close to the sidewalk	Two stories	Close to the sidewalk	Two stories	Close to the sidewalk	Two stories	Close to the sidewalk	Two stories	Close to the sidewalk	Diverse (with standards)	Walkable	Retail	
Three stories	Away but not too far (no parking in front)	Three stories	Away but not too far (no parking in front)	Three stories	Away but not too far (no parking in front)	Three stories	Away but not too far (no parking in front)	Three stories	Away but not too far (no parking in front)	Diverse (without standards)	Auto-Oriented	Dining	
Four stories	Far from the sidewalk (parking in front)	Four stories	Far from the sidewalk (parking in front)	Four stories	Far from the sidewalk (parking in front)	Four stories	Far from the sidewalk (parking in front)	Four stories	Far from the sidewalk (parking in front)	Uniform (with traditional architecture)		Office	
Greater than four stories		Greater than four stories		Greater than four stories		Greater than four stories		Greater than four stories		Uniform (with modern architecture)		Gas stations	
												Vehicle repair	
												Single-family	
												Townhomes	
												Multi-family	

ENGAGEMENT ACTIVITIES



BUILDING HEIGHT	BUILDING SETBACKS	ARCHITECTURE	PUBLIC REALM	PREFERRED USES
Two stories	Close to the sidewalk	Diverse (with standards)	Walkable	Retail
Three stories	Away but not too far (no parking in front)	Diverse (without standards)	Auto-Oriented	Dining
Four stories	Far from the sidewalk (parking in front)	Uniform (with traditional architecture)		Office
Greater than four stories		Uniform (with modern architecture)		Gas stations
				Vehicle repair
				Single-family
				Townhomes
				Multi-family

NEXT STEPS



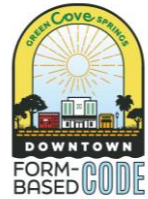
- 1 Visit tinyurl.com/GCSFBC
- 2 Attend Workshop #2 (Dec. 2023)

THANK YOU!



Green Cove Springs Downtown Form Based Code

Public Workshop #2 Summary



WORKSHOP INFORMATION

Date and Time: Thursday, January 18, 2024, from 6 to 8 pm

Venue: Green Cove Springs City Hall (321 Walnut St, Green Cove Springs, FL 32043)

PRESENTATION SUMMARY

The purpose of this memorandum is to provide a summary of the second public workshop for the Green Cove Springs Downtown Form Based Code (FBC) project. This event was the final workshop in a two-part workshop series which provided opportunities for public input on the project.

Mike Daniels, Green Cove Springs Development Services Director, opened the workshop by thanking audience members for their attendance and introducing the project's consulting team from Inspire Placemaking Collective. After, Deputy Project Manager Nick Hill began a PowerPoint presentation (see attached) which detailed how the project came to fruition; the purpose, components, and framework of FBCs; and how FBCs are different from traditional zoning codes.



Project Manager Pat Tyjeski then identified the area subject the proposed FBC, discussed changes to the zoning map, presented possible adjustments to the development review process, and provided an overview of how development standards relating to site and building design, parking, landscaping and buffering, lighting, and signage would change if these amendments are adopted. Once the overview concluded, workshop attendees were invited to review and provide their input on the project and the draft FBC by participating in the two activities programmed for the evening. Pat relayed to attendees that their input would be utilized to revise the FBC amendments before the hearing and adoption process begins sometime in the next few months.

Pat then mentioned that a draft of the FBC is available on the project website (tinyurl.com/GCSFBC), which also includes the prior workshop's presentation and input summary, as well as an interactive map forum. Finally, Pat concluded the presentation by soliciting questions from the audience regarding any information presented within the PowerPoint. No questions were asked during this time.



WORKSHOP ACTIVITIES

Two workshop activities were offered to attendees of the second FBC Workshop. The *first activity* was split across four stations, each equipped with boards highlighting the standards proposed in the first draft of the FBC. At each station, attendees were encouraged to review the proposed amendments and provide their input to include in Draft #2. A description of each station is provided below:



Transect Comparison. The *first station* detailed potential changes in zoning, permitted uses, and certain dimensional standards that would be applicable to properties located within the FBC area.

Development Review Process. The *second station* detailed the types of development and redevelopment that would be subject to the FBC provisions and what development review procedures they would be required to follow.



Site Design Standards. The *third station* highlighted requirements pertaining to site design within the FBC area, including building placement and setbacks, on- and off-street parking, sidewalk, parkway, and street walls.

Building Design Standards. The *fourth station* showcased proposed standards for building design with the FBC area, such as massing, façade articulation, windows, and entrances.

The *second workshop activity* offered to attendees was the **Community Idea Wall**. The purpose of this activity was to facilitate project-related discussions and ideas that may not apply to the materials presented at the other four stations.

PUBLIC INPUT SUMMARY

Public sentiment regarding the changes proposed in the first draft of the FBC were largely positive. A majority of the conversations facilitated during the activity portion of the evening were not recommendations for potential revisions to the draft FBC, but rather issues with the City's current zoning regulations or features about other downtowns they wish to see emulated within Green Cove Springs. The limited number of requested revisions to the draft FBC provided during the workshop activities are listed as follows. Note that some comments have been reworded slightly for clarification purposes (the original language can be viewed as an attachment to this summary) and comments provided verbally are included in this listing as well:



FBC Activity - Transect Comparison (Station 1)

- Notify property owners within the FBC area of proposed changes
- Protect and create more green spaces within the FBC area
- Limit buildings within the FBC area to no more than two stories
- Permit parking in front of businesses if desired by the property owner

FBC Activity - Development Review Processes (Station 2)

- No comments provided at this station

FBC Activity – Site Design Standards (Station 3)

- Require landscaping to incorporate FL native plants
- Consider low-impact development standards
- Permit the use of Xeriscaping to reduce or eliminate the need for onsite irrigation

FBC Activity – Building Design Standards (Station 4)

- Prohibit the use of lights that automatically change color
- Do not permit the use of neon lights



Community Idea Wall Activity

- Develop architectural guidelines that will encourage new development to complement Green Cove Spring’s historical buildings and character
- Development bonuses should be afforded to those who abide by the architectural guidelines within the FBC area

WORKSHOP ATTENDEES

City of Green Cove Springs

1. Mike Daniels, Development Services Director
2. Steve Kennedy, City Manager
3. Lyndie Knowles, Development Services Representative
4. Matt Johnson, City Council
5. Connie Butler, Mayor
6. Mike Null, Assistant City Manager
7. Steven Kelley, Vice Mayor

Inspire Placemaking Collective

8. Pat Tyjeski, Project Manager
9. Nick Hill, Planner
10. Gabriela Castro, Planner
11. Erik Bredfeldt, Economic Development Planner

Participants

12. Kim Evans
13. Anthony Evans
14. Charles Pourciau
15. Valerie Kelley
16. Raymond Ferrara
17. Melody Rivera
18. Kevin Hurley
19. Katie Hurley
20. Dodie Selig
21. Raymona Ferrara
22. Donna Snelling
23. Janey Fox
24. John Mahoney

ATTACHMENT A. FBC ACTIVITY – COMPLETED BOARDS

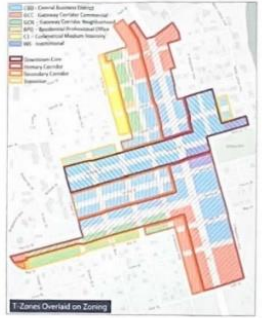
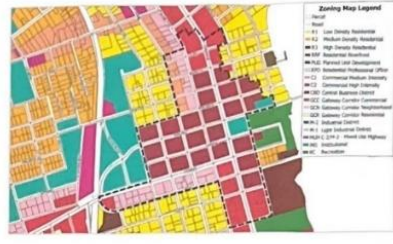
1 ZONING MAP | TRANSECT MAP | COMPARISON TABLES



Use Type	CRD	GCC	GCN	C-1*	INS*	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Administrative									
Business									
Community									
Education									
Health									
Industrial									
Medium Density Residential									
Neighborhood									
Office									
Public									
Recreation									
Religious									
Service									
Special Use									
Transportation									
Unincorporated									
Utility									
Warehouse									
Water									
Waste									
Yield									

P = Permitted, SE = Special Exception, N = Not allowed
 = Currently allowed, = Currently NOT allowed

NOTIFY PROP. OWNERS IN FBC

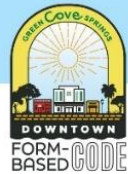


MORE GREEN SPACE
TWO STORY Limit

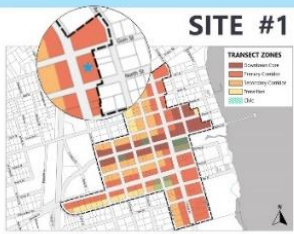
ISR & HEIGHT REGULATIONS

	CBD	GCC	GCN	C1	INS	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Impervious Surface									
Comm/OP	NA*	80%	70%	NA	NA	100	80%	70%	50%
Detached		80%	NA						
Attached		NA	50%						
Detached		NA	70%						
Building Height									
Comm/OP	NA*	5'4" (up to 70') 8 stories	35' (up to 50') 3 stories	35'	35'	3 stories	3 stories (4 with bonus)	2 stories (3 with bonus)	2 stories
Detached		5'4" (up to 70') 8 stories	NA						
Attached		NA	35' (3 stories)						

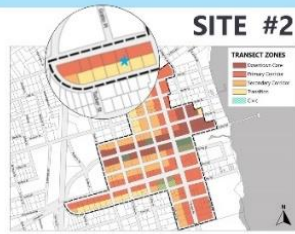
* TBD based on adjacent development characteristics



2 APPLICABILITY | DEVELOPMENT REVIEW | FLEXIBILITY



Location: Orange Av. between Gum St. and North St.
Current: Gateway Corridor Commercial zoning
Proposed: Primary Corridor T-Zone.



Location: Ferris St. west of Green St.
Current: Gateway Corridor Neighborhood zoning
Proposed: Primary Corridor T-zone along Ferris, Transition along Bay St.

MINOR ADDITION/MODIFICATION



A minor addition (defined below) does not require the entire site to be brought up to code. Only the new portion needs to meet code (except setbacks and building frontage requirements). In this case the site had adequate parking for existing and new uses.



In this case, the addition had to meet the form-based code, but also the parking lot as the current number of parking was not adequate to meet current and proposed needs.

MAJOR ADDITION/MODIFICATION



A major addition (defined below) requires the entire site to be brought up to code. The parking had to be restriped, street walls added, and sidewalks meeting the minimum required width had to be provided. The current building, however, didn't have to be brought up to code.



In this case, access to Bay Street had to be provided to accommodate sufficient parking for the current and new buildings (one-way in and out of the site).

REDEVELOPMENT



If the owner decides to demolish the current building, all new buildings on the site must be brought close to the street (in this case Orange Avenue). Code allows up to 3 stories in this area, but with affordable housing, the owner may go up to 4 stories (bonus).



If a new building is built in the front of the site (determined to be along Ferris Street based on the Street Priorities Map) there is no room to add a building along Bay Street and still meet parking requirements.

APPLICABILITY:

Existing developments shall not be required to meet code unless site or building modifications are proposed.
Minor modifications only require the specific changes to the site or building to meet the new standards
Major modifications*require the entire site to be brought up to code to the maximum extent feasible.

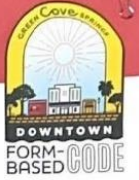
* Any repair, reconstruction, rehabilitation, addition, or improvement which costs 50% or more of the "Just Market Value" of the property, as noted in the Clay County Property Appraiser's Office records.

DEVELOPMENT REVIEW:

Council: If Special Exception or Variance requested
Planning Director: all others

DESIGN FLEXIBILITY:

Planning Director: Up to 10% of dimensional requirement
P&Z: > 10% up to 30% and non-dimensional requirements
Council: >30% (variance) and appeals



3 BUILDING PLACEMENT | PUBLIC REALM | PARKING | LANDSCAPING



LANDSCAPING/BUFFERS

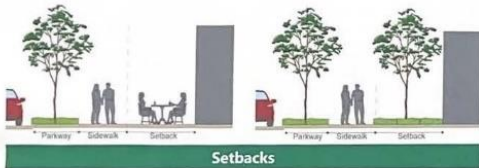


- Street walls are required to screen parking areas from the street.
- Must be transparent (wrought iron or similar material) between 2.5' and 5' height.

- Make landscaping FL Native plants / LIT
- Xeriscape

Streetwalls

BUILDING PLACEMENT

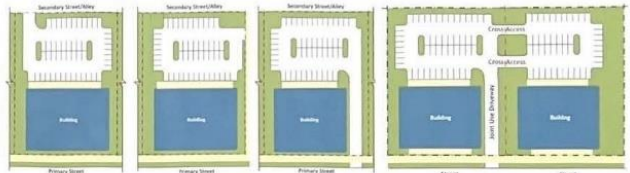


STANDARD	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Front Setback ^(A)	0' min.	6' min.	10' min.	15' min. No max.
Street Side Setbacks ^(B)	6' max.	10' max.	No max.	10 min. No max.
Side Setback ^(C)	0'/6' min. ¹	0'/6' min. ¹	6' min.	6 min.
Rear Setback (lot or alley) ^(D)	10'			

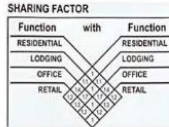
¹ Zero-foot side yard setback permitted only if the adjacent building is also placed at the property line. Otherwise, 6' are required.

PARKING

still allow parking in the front



on-site parking | shared parking | on-street parking | satellite parking | pay fee in lieu



PUBLIC REALM

Street Segment	Sidewalk Width (min.)	Parkway Width (min.)
Orange Av. and Ferris St.	8 ft.	6 ft.
All other streets	6 ft.	8 ft.



4 BUILDING DESIGN

TYPOLOGY | HEIGHT | FRONTAGE | FAÇADE DESIGN | LIGHTING



TYPOLOGY

BUILDING TYPOLOGY	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Mixed Use	Y	Y	Y	N
Non-Residential Single Use	Y	Y	Y	N
Non-Residential Multiple Use	Y	Y	Y	N
Multi-Family	Y	Y	Y	N
House	N	N	Y	Y



FAÇADE DESIGN



- Facade Articulation**
1. Awning or canopy
 2. Gallery, arcade, forecourt, stoop, or porch
 3. Vertical or horizontal offset, column, band, cornice, or similar element 6" deep
 4. Expression line between floors (not color bands)
 5. Balcony
 6. Window
 7. Door
 8. Other treatment



Fenestration

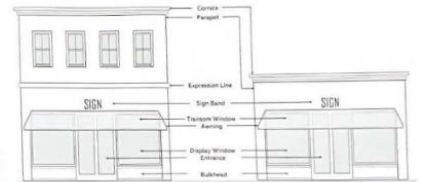
	Ground Floor	Upper Stories
Buildings with storefront	40% min. 90% max.	15% min. 50% max.
Other buildings	25% min. 90% max.	15% 50% max.



HEIGHT

BUILDING AND FLOOR HEIGHT	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Building Height	20 min. 2 stories max.	20 min. 3 stories max.	16 min. 2 stories max.	16 min. 2 stories max.
Height with Bonus	N/A	4 stories	3 stories	N/A
Ground Floor Elevation (above sidewalk or finished grade)	24" min. residential	24" min. residential	24" min. residential	24" min. residential
Ground Floor Ceiling Height	12' min./20' max.	12' min./20' max.	9' min./14' max.	9' min./14' max.

- HEIGHT BONUSES/INCENTIVES**
- Vertical Mixed-Use
 - Affordable Housing
 - Parking Garages
 - Public Open Space & Amenities



LIGHTING

PROHIBIT:

1. Lights outlining windows, doors, or other features.
2. Flashing or moving accent lights.
3. Up lights.
4. Accent lighting incorporated into a sign unless part of the sign.



ALLOW:

1. String or LED rope lights outlining the roof edge.
 2. Lights that automatically change colors (<once/hour).
 3. Spotlights illuminating downward are allowed.
 4. Holiday decorations displayed from ten days before Halloween through January 15.
- Security lighting.

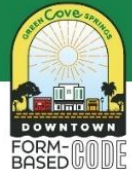
no neon lights

FRONTAGE



STANDARD	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Required Frontage	80% min.	60% min.	40% min.	40% min.





4 BUILDING DESIGN AUTO-ORIENTED USES | SIGNS

AUTO-ORIENTED USES

AERIAL

FRONT

Gas Stations

- Convenience store up to the street
- Pumps in the rear or side

AERIAL

FRONT

Drive-through

- Restaurant up to the street
- Drive-through window in the rear
- Option for outdoor dining

SIDE

FRONT

Vehicle Repair

- Customer service building up to the street
- Service bays in the rear

Auto Sales

- Building up to the street
- Car display indoor or in the rear

Self-Storage

- Allowed as part of mixed-use building
- Access to individual storage spaces from inside the building

SIGNS

Streetwall

- Street wall signs are the only free-standing signs allowed

Illumination

- Interior or exterior illumination allowed.
- Signs with interior illumination are limited to individual letters or push-through lettering.

Projecting

- May be horizontal or vertical
- May extend into sidewalk (if clearance)

Window

- Limited to 25% of the window
- Allowed on first and second stories

Hanging

- Don't count toward maximum area permitted if not visible from the street

Canopy

- May extend into sidewalk (if clearance)
- 75% max. of canopy width

Awning

- May extend into sidewalk (if clearance)
- 75% max. of canopy width
- Only on vertical part of awning

Wall Sign

- Panel or individual letters allowed
- No closer than 2' from edge of side facade

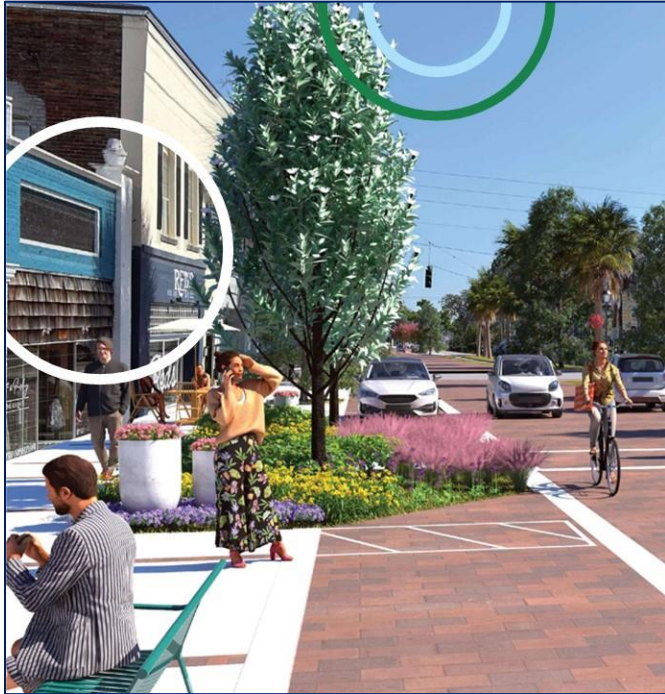
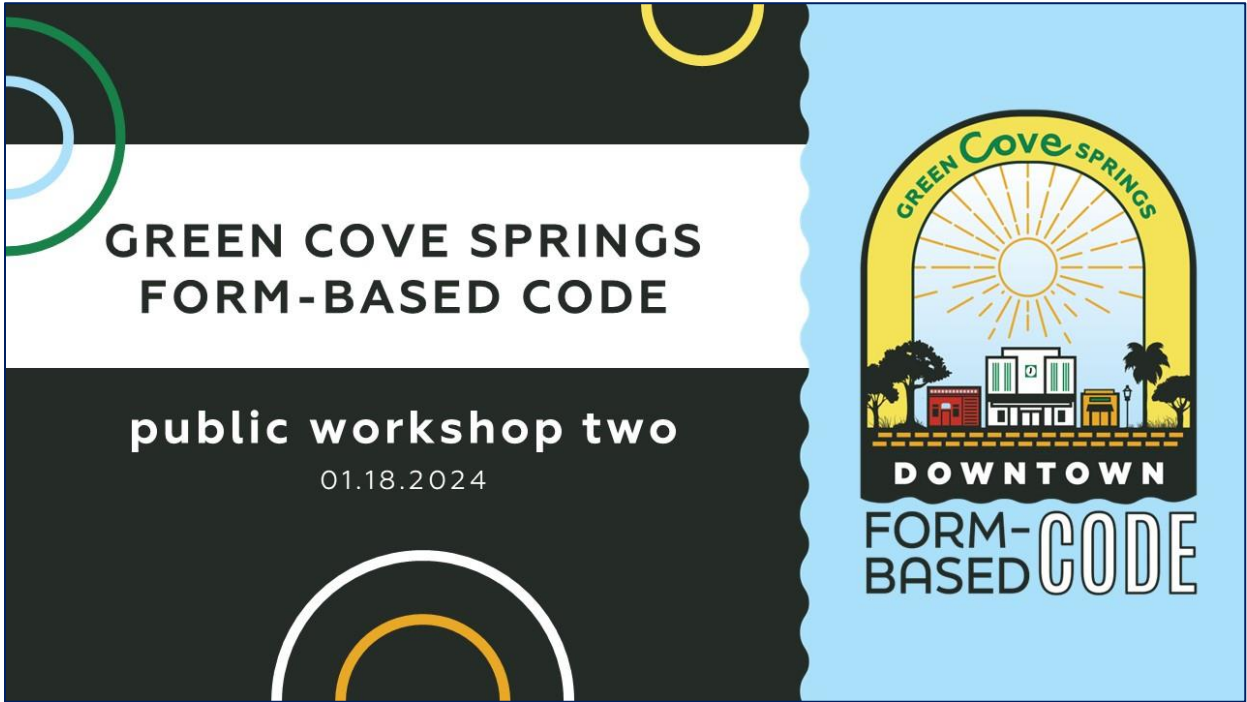
5

ARCHITECTURAL
STANDARD THAT COMPLEMENT
GCS HISTORICAL BUILDING
THE CITY SHOULD ENCOURAGE
w/ Bonus

Share your thoughts!



ATTACHMENT B: WORKSHOP PRESENTATION

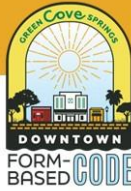


AGENDA


- 1 background
- 2 form-based code
- 3 engagement activities
- 4 next steps



BACKGROUND



FUTURE LAND



GO TO DEVELOP AND MAINTAIN LAND TO PROVIDE FOR THE MOST APPROPRIATE DIRECT GROWTH TO SUITABLE AREAS FOR HEALTH, SAFETY AND WELFARE OF THE COMMUNITY

OBJECTIVE 1.3. Character & Compatibility

Future development and redevelopment projects shall protect the City's unique character, historic neighborhoods, and high quality of life.

Future development and redevelopment projects shall protect the City's unique character, historic neighborhoods, and high quality of life.

Policy 1.3.1. The City shall update the current zoning map and district regulations to implement the following principles:

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

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

Policy 1.3.3. As the City continues to grow, its LDC shall be updated to incorporate urban design principles, such as:

- a. Form-based code regulations for the downtown and surrounding areas;
- b. Smaller building setbacks and lot sizes;
- c. Green infrastructure; and
- d. A reduction and relocation of vehicular parking spaces and areas to the rear or side of structures where appropriate.

Policy 1.3.4. The City shall require all new development and redevelopment projects to integrate harmoniously into established neighborhoods through the use of buffering, open landscaping, and other site design tools.

Policy 1.3.5. The City shall ensure that all existing, new, and expanded developments are consistent with the sustainability, character, compatibility, resource preservation, and economic development of the City.

Policy 1.3.6. The City shall prohibit future encroachment of nonresidential development into established neighborhoods which are incompatible with the character of the area.

Policy 1.3.7. The City shall amend its LDC to include additional design and compatibility requirements for developments located along major roadway corridors.

Policy 1.3.8. The City shall encourage the shared construction, maintenance, and use of shared parking and stormwater management facilities between adjacent and nearby developments.

Policy 1.3.9. The City shall seek to develop a signage and wayfinding master plan to enhance the navigability, branding, and aesthetic character of the City.

Policy 1.3.10. The City shall work with FDOT and the North Florida RPO to improve the image of the US 17 and SR 16 corridors by adding landscaping, banners, and other elements that would help create a sense of place.

Policy 1.3.11. The City shall explore the possibility of creating a gateway near the Governors Creek bridge, where the waterfront is first visible to drivers traveling south on US 17.


Future development and redevelopment projects shall protect the City's unique character, historic neighborhoods, and high quality of life.


Policy 1.3.3. As the City continues to grow, its LDC shall be updated to incorporate urban design principles, such as:

- a. Form-based code regulations for the downtown and surrounding areas;
- b. Smaller building setbacks and lot sizes;
- c. Green infrastructure; and
- d. A reduction and relocation of vehicular parking spaces and areas to the rear or side of structures where appropriate

February 2022

BACKGROUND





4. Establish & Adopt Form-Based Code

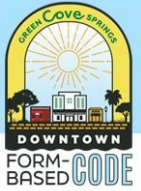
The Land Development Code and Zoning Map are the most important tools for implementing the vision for Downtown. Most sites in the Downtown are zoned Central Business District (CBD), the north and south gateways into downtown (US 17) are zoned Gateway Corridor Commercial (GCC), and the south side of the Ferns Street corridor and the west side of Palmetto Avenue are zoned Gateway Corridor Neighborhood (GCN). There are a few sites on Magnolia Avenue zoned R-1. Public sites are zoned Institutional (IN). While the current zoning standards have tried to address infill, redevelopment, and quality of design, transitioning to a Form-Based Code for the Downtown area and the US 17 and SR 16 commercial corridors as they enter the downtown would be the best option to achieve the vision.

The intent of the Form-Based Code (FBC) will be to preserve the existing character of the Downtown, while promoting quality infill and redevelopment in a walkable and mixed-use urban environment. The new FBC will contribute to streamlining the current zoning and development review process and provide developers, builders and residents with a more predictable and transparent process for development and redevelopment. Implementation of a form-based code would also lead to greater interest in the city for new investment and economic growth that would be fueled by the creation of a richer and more vibrant urban environment in the heart of Green Cove Springs.

30 GREEN COVE SPRINGS DOWNTOWN MASTER PLAN Source: Form-Based Codes Institute

The intent of the Form-Based Code (FBC) will be to preserve the existing character of the Downtown, while promoting quality infill and redevelopment in a walkable and mixed-use urban environment. The new FBC will contribute to streamlining the current zoning and development review process and provide developers, builders and residents with a more predictable and transparent process for development and redevelopment. Implementation of a form-based code would also lead to greater interest in the city for new investment and economic growth that would be fueled by the creation of a richer and more vibrant urban environment in the heart of Green Cove Springs.

April 2022

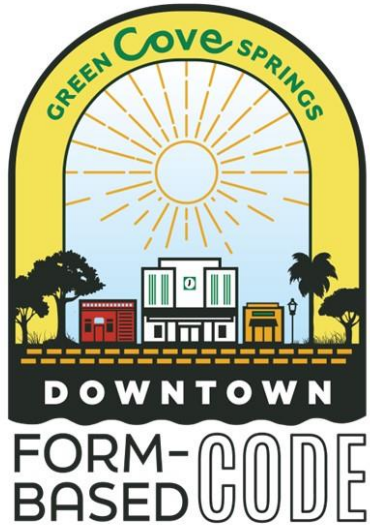


2

form-based code

purpose / framework	building design
zones	parking design
applicability	landscaping / buffers
site design	signs

FORM-BASED CODE *purpose / framework*



Form-Based Codes

can be described as ...

- an alternative to conventional zoning
- regulations, not guidelines
- focused on the appearance and design of buildings, rather than their use
- concerned with how the site is accessed by a range of transportation options

FORM-BASED CODE *purpose / framework*




Form-Based Codes

are intended to ...

- create walkable, vibrant places
- cultivate economic development
- support redevelopment
- improve the safety of the transportation system
- retain community character

FORM-BASED CODE

purpose / framework

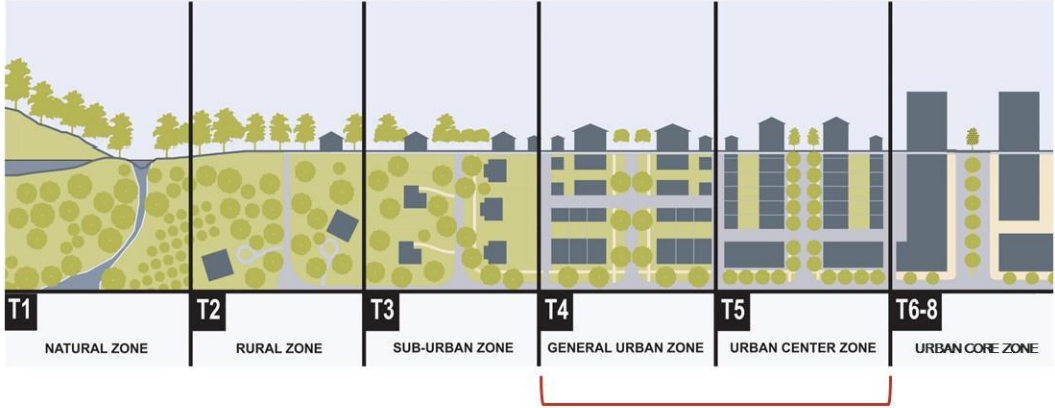


Form-Based Codes *must consider ...*

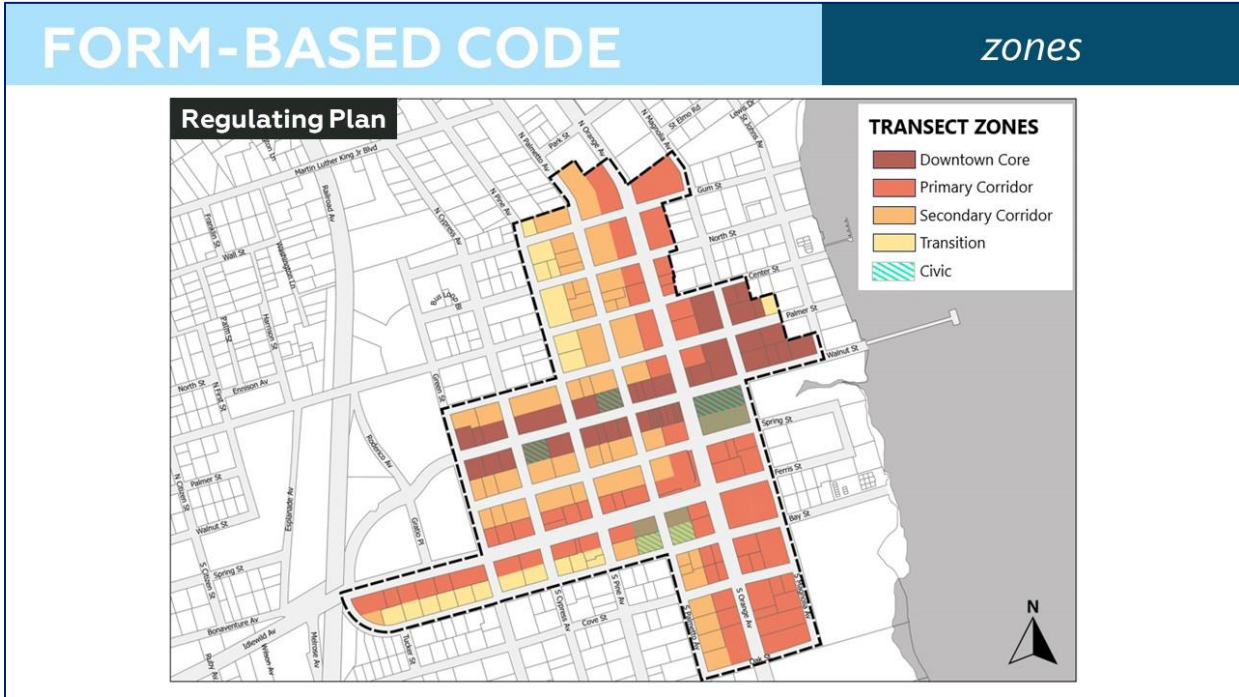
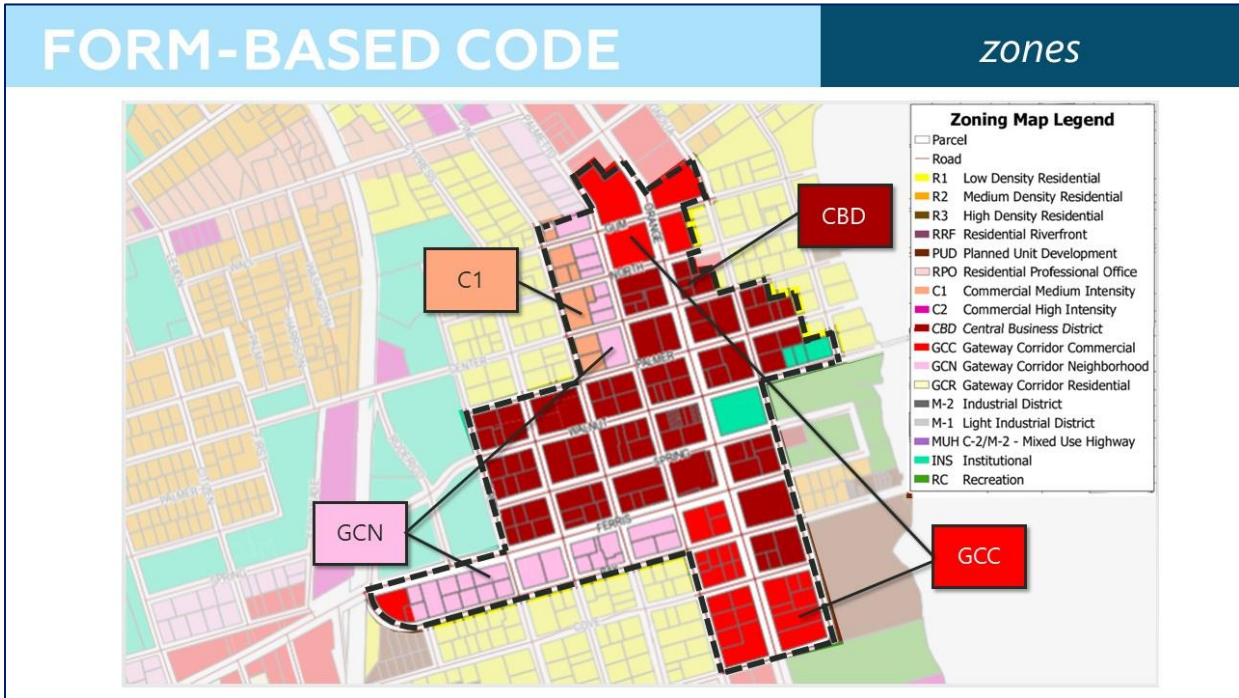
- property rights
- existing land 'entitlements' (e.g., permitted uses, building height, etc.)
- current infrastructure capacity

FORM-BASED CODE

zones








T1 NATURAL ZONE	T2 RURAL ZONE	T3 SUB-URBAN ZONE	T4 GENERAL URBAN ZONE	T5 URBAN CENTER ZONE	T6-8 URBAN CORE ZONE
---------------------------	-------------------------	-----------------------------	---------------------------------	--------------------------------	--------------------------------



FORM-BASED CODE zones

DOWNTOWN CORE



Walnut Street and Magnolia (Walnut to Center Street)

FORM-BASED CODE zones

MAIN CORRIDOR



Orange Avenue and Ferris Street

FORM-BASED CODE zones



SECONDARY CORRIDOR



Palmetto Avenue, Palmer Street, and Spring Street

FORM-BASED CODE zones



TRANSITION



Bay Street and Pine Avenue

FORM-BASED CODE

zones

Use Category	Use Type	CBD	GCC	GCN ²⁰	C-1 ⁸	SECONDARY CORRIDOR
Commercial Retail Packaging and Mail		P	P			P
Convenience Stores (no gas pumps)		P	P	P	P ¹¹	P
Convenience Stores (with gas pumps)		SE	SE	SE		P
Curio Shops		P	P			P
Decorating Studio/Shop		P	P			N
Department Store		P	P			P
Department Store		P	P			P
Drug Sales (including medical marijuana treatment center dispensing facilities)		P	P	P	SE	P
Drive-through facilities with an allowed use						N
Electrical Shops						N
Florist		P	P	P	P ¹¹	P
Drive-through facilities with an allowed use						N
Food Outlet Store		P	P			P
Fruit and Vegetables Sales (retail, no packing)		P	P			P
Furniture Store		P	P			P
Game Room		P	P			P
Gift Shop		P	P			P
Grocery Store		P	P			P
Gun Sales and Repair		P	P			P
Hardware Store		P	P			P
Heating and Air Conditioning Sales and Service		P	P			P
Hobby and Craft		P	P			P
Interior Decorating		P	P			P
Janitorial Supplies		P	P			P
Jewelry Store		P	P			P
Leather Goods and Luggage		P	P			P
Locksmiths		P	P			P
Meat Markets		P	P			P
Medical Supplies		P	P			P
Mobile Home Sales and Service		P	P			P
Motorcycle Sales and Service		P	P			P
Music Store		P	P			N
Newsstands		P	P	P	P ¹¹	P
Nurseries		P	P			P
Office and/or Business Machines		P	P	P	P ¹¹	P
Office and/or Business Supplies		P	P	P	P ¹¹	P
Optical Shops		P	P			P
Opticians		P	P	P	P ¹¹	P
Outdoor Sales		SE				P

Use Category	Use Type	CBD	GCC	GCN ²⁰	C-1 ⁸	SECONDARY CORRIDOR
Outdoor Pool Sales			SE	P		P
Paint/Wallpaper		P	P	P	P ¹¹	P
Paint Shops		P	P	P		P
Pet Grooming		P	P			P
Pet Shops		P	P			P
Pool Supplies		P	P			N
Printing Shops		P	P	P	P ¹¹	P
Professional Offices		P	P	P	P ¹¹	P
Rentals		P ¹¹				P
Second Hand Retail		P	P			P
Shoe Repair		P	P	P	P ¹¹	P
Shoe Store		P	P			P
Shopping Center						N
Staining Booth						P
Structural Concrete Store		P	P			P

Use Category	Use Type	CBD	GCC	GCN ²⁰	C-1 ⁸	SECONDARY CORRIDOR
Office Use	Building Trade Contractors with Fleet Parking On-Site					N
	Financial Institutions (with drive-through)	P	P			N
	Financial Institutions (without drive-through)	P	P	P	P ¹³	P
	Office Space for Building Trades Contractor with No Fleet Parking On-Site	P				P
	Retail or off-premises consumption, Studios, Transmitters, or Antennas, Television and Radio Studios, (including transmission equipment)					N
	Eating or Drinking Establishment	SE	SE			SE
	Alcoholic beverages (all types, 24/7) and services for on-premises consumption	SE	SE			SE
	Alcoholic beverages for off-premises consumption	SE	SE ¹¹	SE		SE

FORM-BASED CODE







applicability

SITE ONE

minor addition/modification







FORM-BASED CODE *applicability*

SITE ONE
major addition/modification



FORM-BASED CODE *applicability*

SITE ONE
redevelopment



FORM-BASED CODE		<i>applicability</i>
Site Plan Approval <ul style="list-style-type: none">• Minor - Admin. approval• Major- Council approval<ul style="list-style-type: none">• →1 acre• →5,000 sq. ft.• SE required• Variance requested• complex/controversial	Review Criteria for modifications <ul style="list-style-type: none">• Consistency with code and comprehensive plan• No impact (or adequate mitigation) on adjacent uses• Allows superior design• Necessary to enhance natural or cultural resources• Code compliance not feasible or results in inferior design• No impact on public facilities, land use, traffic, or environment	
Flexibility <ul style="list-style-type: none">• Admin: up to 10% of dimensional requirement• Planning & Zoning Board:<ul style="list-style-type: none">• >10% up to 30%*• Non-dimensional provisions <p><i>* >30% deemed a variance</i></p>		

FORM-BASED CODE	<i>site design</i>
<p>From Lansing Master Plan</p> <ul style="list-style-type: none">Future Regional StormwaterBuildings close to the streetMost intensive development along Orange and FerrisParking behind the building	

FORM-BASED CODE
site design

Building Setbacks

STANDARD	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Front Setback ^(A)	0' min.	6' min.	10' min.	15' min. No max.
Street Side Setbacks ^(B)	6' max.	10' max.	No max.	10 min. No max.
Side Setback ^(C)	0'/6' min. ¹	0'/6' min. ¹	6' min.	6 min.
Rear Setback (lot or alley) ^(D)	10'			

¹ Zero-foot side yard setback permitted only if the adjacent building is also placed at the property line. Otherwise, 6' are required.

FORM-BASED CODE
site design




Public Realm



Street Segment	Sidewalk Width (min.)	Parkway Width (min.)
Orange Av. and Ferris St.	8 ft.	6 ft.
All other streets	6 ft.	8 ft.

FORM-BASED CODE

building design

BUILDING TYPOLOGY	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Mixed Use	Y	Y	Y	N
Non-Residential Single Use	Y	Y	Y	N
Non-Residential Multiple Use	Y	Y	Y	N
Multi-Family	Y	Y	Y	N
House	N	N	Y	Y

FORM-BASED CODE

building design


Building and Floor Height

PROPOSED	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION	
Building Height	20' min. 2 stories max.	20' min. 3 stories max.	16' min. 2 stories max.	16' min. 2 stories max.	Height Bonuses • Vertical Mixed-Use • Affordable Housing • Parking Garages • Public Open Space & Amenities
Height with Bonus	NA	4 stories	3 stories	NA	
Ground Floor Elevation (above sidewalk or finished grade)	24" min. residential	24" min. residential	24" min. residential	24" min. residential	
Ground Floor Ceiling Height	12' min./20' max.	12' min./20' max.	9' min./14' max.	9' min./14' max.	

CURRENT	CBD	GCC	GCN	CI	INS	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
ISR									
Comm/Off:	NA*	80%	70%			100	80%	70%	50%
MF:		80%	NA		NA				
Detached:		NA	60%						
Attached:		NA	70%						
Building Height									
Comm/Off:	NA*	54' (up to 70')/ 4 stories	35' (up to 50')/ 3 stories			2 stories	3 stories (4 with bonus)	2 stories (3 with bonus)	2 stories
MF:		54' (up to 70')/ 4 stories	NA	35'	85'				
Detached:		NA	35'/3 stories						
Attached:		NA	35'/3 stories						


* Per current development

FORM-BASED CODE
building design

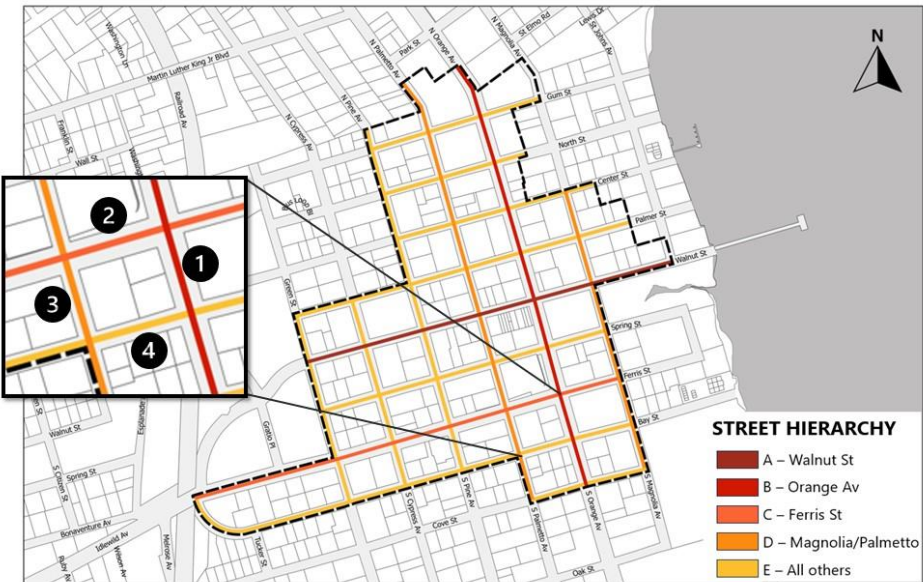


Building Frontage

STANDARD	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Required Frontage	80% min.	60% min.	40% min.	40% min.



FORM-BASED CODE
building design



STREET HIERARCHY

- A – Walnut St
- B – Orange Av
- C – Ferris St
- D – Magnolia/Palmetto
- E – All others

FORM-BASED CODE

building design

Storefront

Canopy

Awning

Gallery

Arcade

Forecourt

Stoop

Porch

FORM-BASED CODE

building design

Facade Articulation

Entrances

Fenestration

Materials

1. Awning or canopy.
2. Gallery, arcade, forecourt, stoop, or porch.
3. Vertical or horizontal offset, column, band, cornice, or similar element 6" deep.
4. Expression line between floors (not color bands).
5. Balcony.
6. Window.
7. Door.
8. Other treatment

	Ground Floor	Upper Stories
Buildings with storefront	40% min.; 90% max.	15% min.; 50% max.
Other buildings	25% min.; 90% max.	15%; 50% max.

FORM-BASED CODE *building design*

Accent Lighting



ALLOW:

- 1. String or LED rope lights outlining the roof edge.
- 2. Lights that automatically change colors (<once/hour).
- 3. Spotlights illuminating downward are allowed.
- 4. Holiday decorations displayed from ten days before Halloween through January 15.
- 5. Security lighting.

PROHIBIT:

- 1. Lights outlining windows, doors, or other features.
- 2. Flashing or moving accent lights.
- 3. Up lights.
- 4. Accent lighting incorporated into a sign unless part of the sign.

FORM-BASED CODE *building design*



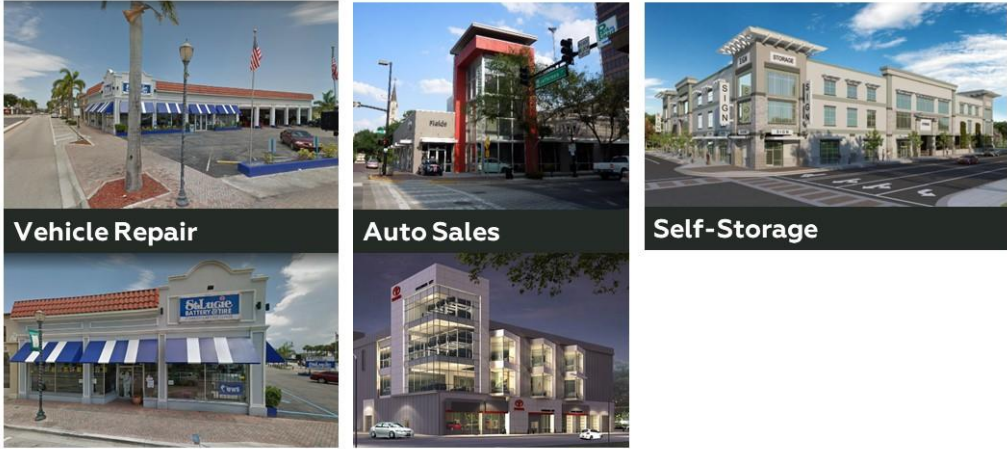
Gas Stations



Drive-through

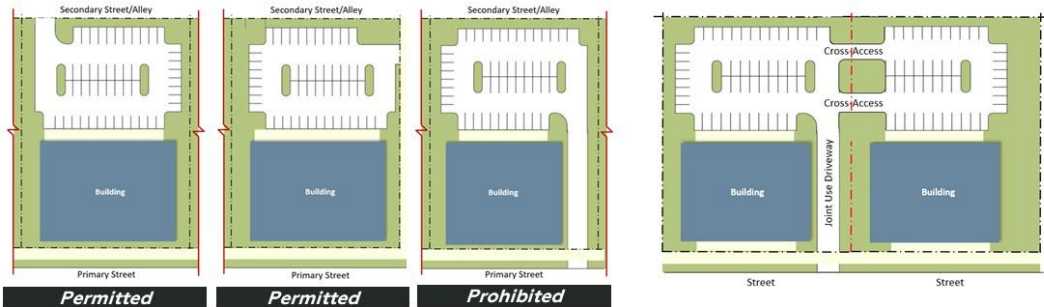


FORM-BASED CODE *building design*



Vehicle Repair **Auto Sales** **Self-Storage**

FORM-BASED CODE *parking design*



on-site parking | **shared parking** | **on-street parking** | **satellite parking** | **pay-in-lieu**

FORM-BASED CODE *landscaping / buffers*



2.5 feet to 5 feet. The portion above 2.5 feet shall be transparent (e.g., wrought iron or similar material). Street walls shall have columns/posts (one foot by one foot minimum) spaced every 24 feet.

FORM-BASED CODE *signs*






3 ENGAGEMENT ACTIVITIES

ENGAGEMENT ACTIVITIES


STATIONS



- 1 Transect Comparison Boards**
("How have uses and setbacks changed for me?")
Topics discussed: zoning, permitted uses, building height
- 2 Development Review Processes**
("When will these standards apply?")
Topics discussed: minor and major modifications, redevelopment, and approval bodies
- 3 Site Design Standards**
("What will new development need to look like?")
Topics discussed: building placement/setbacks, parking, stormwater, etc.
- 4 Building Design Standards**
("What will new buildings need to look like?")
Topics discussed: massing, façade articulation, windows, entrances, materials, etc.






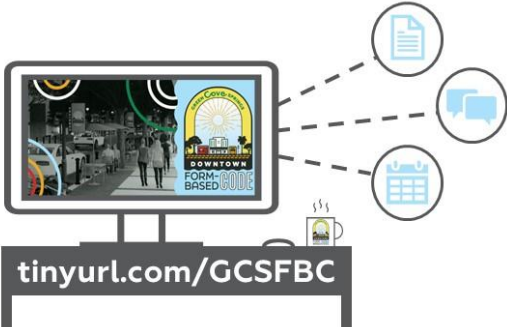
NEXT STEPS



Document Library

View project documents and meeting summaries below.

-  **Public Workshop #1 Summary (08.08.2023)**
PDF (7.50 MB)
A summary of the presentation and input received during Public Workshop 1
-  **Public Workshop #1 Presentation (08.08.2023)**
PDF (2.16 MB)
Summary of the presentation from Public Workshop 1
-  **Existing Conditions Analysis**
PDF (4.58 MB)
A summary of the existing conditions within the Study Area.

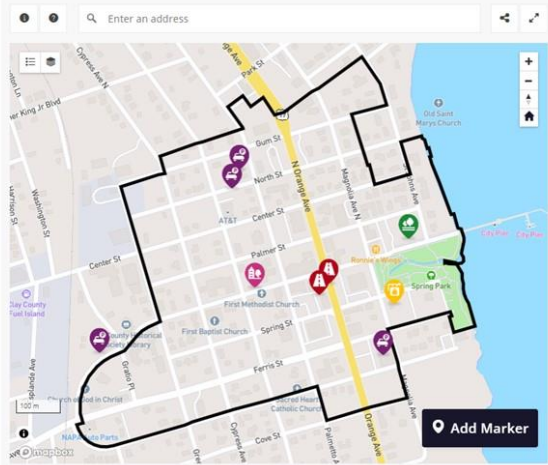


tinyurl.com/GCSFBC

Share your Ideas on the Interactive Map


What should future development look like within the Downtown? Where could additional building heights be located? Where can setbacks be minimized? Do the current sign regulations seem to be working? Where should onsite parking be located in relation to the building and the street? Please use the icon to share your thoughts and ideas to help the Project Team develop a new form-based code for the Downtown.

9 contributions so far



NEXT STEPS

1 REVISE



January - February

2 ADOPT



March - April



QUESTIONS

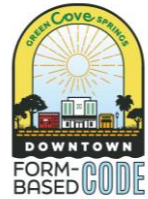


GREEN COVE SPRINGS
DOWNTOWN
FORM-BASED CODE

Green Cove Springs Downtown Form Based Code

Stakeholder Interview Sessions (Round 2)

Summary



The following is a summary of the input received during the second round of stakeholder interview sessions for the City of Green Cove Springs Downtown Form-Based Code (FBC) project. For this round, three interview sessions were hosted by the project consultant team, Inspire Placemaking Collective, within the City's Council Chambers (321 Walnut St, Green Cove Springs, FL 32043) on January 18th, 2024. A total of 5 stakeholders participated (4 in person and 1 online). Each session was approximately 90 minutes in length. The purpose of each session was to inform stakeholders about the regulations proposed in the first draft of the Downtown FBC and solicit input on potential revisions for Draft #2. The input provided by stakeholders during these sessions is listed below, sorted by subject area, and may not represent the views of the City or the project consultant team.

General Comments

- Palmetto Avenue should be considered the first expansion area for Downtown's 'Main Street,' which is currently limited to Walnut Street
- Consider adopting a small business assistance program to help property owners with the costs of improving their building façades
- The City should clearly articulate its position on golf carts along roadways and on sidewalks within the FBC Area; once determined, consider educating the public on the City's position and Florida Law regarding this issue
- A stakeholder stated that any new or additional government regulation of private property will only serve to create barriers to development, increase costs, and hurt property resale values and, therefore, would not support the adoption of a FBC

FBC Zoning Map

- Apply the 'Civic' hatching to the publicly owned lands located in the west portion of the FBC Area

Permitted Uses

- Do not permit self-storage facilities within the FBC area—even if it is within a vertical mixed-use structure

Applicability / Development Review Processes

- The proposed administrative approval process that would be applicable to certain types of development within the FBC Area was received positively by several stakeholders

Site Design

- Consider exceptions or reductions to the 8' wide sidewalk requirement along Orange Avenue and Ferris Street, as there are many small lots fronting these roadways that may not have the space to this meet standard and still support development

Building Design

- Permit three story buildings by right along Palmetto Avenue

Parking Design

- A stakeholder expressed fear that regulations directing parking to the rear of buildings will make people who have to park there less safe
- One stakeholder did not wish to see parking along Walnut Street and would require off-site parking instead

Landscaping / Buffering

- Florida Friendly plantings should be incorporated into the FBCs landscaping requirements

Lighting

- Consider expanding the window of availability for holiday lighting to either be year-round or at least inclusive of the weeks surrounding Valentines Day, Memorial Day, and the Fourth of July

ORDINANCE NO. O-11-2024

AN ORDINANCE OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, AMENDING CHAPTER 117 OF THE CITY CODE; REPEALING CHAPTER 117 ARTICLE VIII CENTRAL BUSINESS DISTRICT; ADD CHAPTER 117 ARTICLE XIV: FORM-BASED CODE; AMENDING SEC. 117-3 AND SEC. 117-6 TO DELETE CENTRAL BUSINESS DISTRICT USE, ZONING AND LOT REQUIREMENTS ADD SEC. 117-830 ~ 117-843 PROVIDING PURPOSE, SCOPE/APPLICABILITY, DEVELOPMENT REVIEW AND FLEXIBILITY, REGULATING PLAN, BLOCK STANDARDS, USE STANDARDS, SITE DIMENSIONAL STANDARDS, BUILDING DESIGN STANDARDS, SUPPLEMENT SITE AND BUILDING STANDARDS, ACCESS, CIRCULATION AND PARKING REQUIREMENTS, LANDSCAPE, BUFFERS AND SCREENING STANDARDS, STORMWATER MANAGEMENT, SIGNS AND DEVELOPMENT BONUSES; PROVIDING FOR CONFLICTS, SEVERABILITY AND SETTING AN EFFECTIVE DATE.

WHEREAS, the City desires to bring a cohesive design in the downtown core that meets the needs of residents and businesses; and

WHEREAS, the Form-Based Code addresses the relationship between building facades and the public realm, the form and mass of buildings in relation to one another, and the scale and types of streets and blocks; and

WHEREAS, the creation of the Form-Based Code Zoning District would allow for these design regulations to be clear defined; 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.

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

Section 1. Repeal Chapter 117, Article VIII, Central Business District

Section 2. That Chapter 117 Article I. Section 117-3 (a &b) shall be amended to read as follows:

Sec. 117-3. - Specific allowed uses, generally.

This chapter defines and prescribes the specific uses allowed within each land use district described in the comprehensive plan and this subpart.

(a) Permitted use table.

Use Category	Use Type	R-1	R-1A	R-2	R-3	RRF 5	RPO 6	C-1 8	C-2	REC 29	GBD	GCR (RLD)	GCR (RMD)	GCN 20	GCC	INS 26	M-1	M-2
RESIDENTIAL USES																		
Residential Operation	Home Occupation 1	SE	SE	SE	SE		P	P	P			SE	SE	P	P			
Residential Type	Mobile Home Park				SE 3													
	Multifamily Dwelling			SE 2	P 4 / SE 32	P					P		SE 2	P 2	P 23			
	Single-family Dwelling, Detached	P	P	P	P	P	P	P	P		P	P	P	P	P			
	Single-family Dwelling, Attached			SE 2	SE 2	P	P	P	P		P		SE 2	P 2	P 2			
	Two-family dwelling			SE 2	P	P												
RETAIL USES																		
General Retail	Antiques							P 13	P		P			P	P			
	Appliance Sales and Rentals								P		P				P			
	Art Supplies						SE 7	P 13	P		P			P	P			
	Automobile Parts								P					SE	SE			
	Bait and Tackle								P									
	Bakery						SE 12		P		P				P			
	Bicycle Sales and Service								P		P				P			
	Billiards								P		P				P			
	Book/Stationery Store							P 13	P		P			P	P			
	Brewpub										P							
	Bowling Alley								P									
	Building Supplies and Materials								P									
	Cabinet Shops								P									
	Cameras and Photographic Supplies						SE 7	P 13	P		P			P	P			
Carpet Outlets								P										

Ceramic Sales and Studios								P		P					P					
Cigar and Smoke Shops							P 13	P		P					P	P				
Clock Shops							P 13	P		P					P	P				
Clothing Shops								P		P						P				
Commercial Retail Packaging and Mail										P						P				
Convenience Stores (no gas pumps)							P 13	P		P					P	P				
Convenience Stores (with gas pumps)							SE	P							SE	SE				
Curio Shops								P		P						P				
Decorating Studio/Shop								P		P						P				
Delicatessen							SE 7													
Department Store								P		P						P				
Drapery Shops							P 13	P		P					P	P				
Drug Sales (including medical marijuana treatment center dispensing facilities)							SE 7	SE	P		P				P	P				
Electrical Shops								P												
Florist							SE 7	P 13	P		P				P	P				
Food Outlet Store							SE 7	SE							P	P				
Fruit and Vegetables Sales (retail, no packing)								P		P										
Furniture Store								P		P						P				
Game Room								P		P						P				
Gift Shop							SE 7	P 13	P		P				P	P				
Grocery Store								P		P						P				
Gun Sales and Repair							P 13	P		P					P	P				

	Professional Offices					P	P 13	P		P			P	P				
	Rentals							P		P-24								
	Second Hand Retail													P				
	Shoe Repair						P 13	P		P			P	P				
	Shoe Store							P		P				P				
	Shopping Center							P										
	Skating Rink							P						P				
	Sporting Goods Store					SE 7		P		P				P				
	Sundries and Notions Shops						SE	P		P				P				
	Tailor/Dressmaker						P 13	P		P			P	P				
	Television and Radio Sales and Service							P		P				P				
	Theaters							P		P				P				
	Toy Stores							P		P				P				
	Upholstery Shops							P										
	Utility Building Sales							P										
	Vape Shop/E-Cigarette Store									SE								
	Watch Repair					SE 7	P 13	P		P			P	P				
	Wearing Apparel Shops							P		P				P				
	Wholesaling from Sample Stock						SE 14											
Vehicular Sales	Automobile Sales, Service, Repair, and Rentals						SE 15	P					SE 21	SE 22				
	Boat and Motor Sales and Service							P										
	Tire Sales and Service							P										
	SERVICE USES																	

Agricultural Use	Timber Growing, Tree Farming, Nursery, or Agricultural Related Businesses																	SE
Business Service	Parking Lot				SE			P		P								
	Parking Garage							P										
	Pest Control Service Establishments																P	P
	Radio or TV Broadcasting Offices, Studios, Transmitters, or Antennas																P	P
	Television and Radio Studios (excluding transmission equipment)						SE 11		P									
Eating or Drinking	Alcoholic beverages (all types, sale and service) for on-premises consumption							SE		SE				SE				SE
Establishment	Alcoholic beverages for off-premises consumption						SE						SE 31	SE				
	Brewpub																	
	Restaurants (with drive-through)							P					SE	P				
	Restaurants (without drive-through)						SE 7	SE	P		P		P	P				SE
Hospitality and Tourism	Art Gallery or Studio												P	P				
	Hotel/Motel							P		P				P				
	Museum									P			P	P				

Office Use	Building Trade Contractors with Fleet Parking On-Site																		
	Financial Institutions (with drive-through)								P		P					P			
	Financial Institutions (without drive-through)							P 13	P		P			P	P				
	Office Space for Building Trades Contractor with No Fleet Parking On-Site												P						
	Professional Offices							P	P 13	P		P		P	P			P	P
Personal Service	Barbershops/Beauty Shops							P 13	P		P			P	P				
	Dry Cleaners						SE 7		P		P				P				
	Funeral Homes							P 13	P		P			P	P				
	Health Spa								P		P				P				
	Laundries/Laundromats								P		SE								
	Licensed Masseurs									P									
	Mini-Warehouse									SE								P	P
	Palmist/Psychic									SE									
Well Drilling and Pump Services									P										
EDUCATION/RECREATION/SOCIAL USES																			
Community Service	Adult Day Care	SE	SE	SE	SE		SE	SE	SE			SE	SE					P	
	Child Care	SE	SE	SE	SE		SE	SE	SE		SE	SE	SE	P	P	P			
	Church	SE	SE	SE	SE	P	SE	SE	SE		SE	SE	SE	P	P	P			
	Group Care Home				SE														
Nursing Home				SE					SE		SE								
Educational Use	Pre-school			SE	SE		SE						SE	P	P	P			

	Private School									SE								P			
	School, elementary & secondary						SE												P		
	School, post-secondary						SE												P		
	Vocational, Technical, Trade, or Industrial School																		P	P	P
Recreational Use	Adult Arcade/Electronic Game Center								SE												
	Athletic Complex								SE												
	Clubs/Lodges/Fraternal Organizations						SE														
	Country club	P	P	P	P										P	P					
	Dance/Music/Gymnastics Studio								P		P							P			
	Go-Cart Track								SE												
	Golf Course	P	P	P	P										P	P					SE 28
	Public Recreational Uses									P											
	Race Tracks									SE 18											
	Recreational Facility																		P		
PUBLIC USES																					
Public Use	Bus Passages, Parcel Pick-ups and terminals								SE												
	Governmental Uses																	P	P		
	Public Utilities																	P	P		
	Ancillary Public Facilities																	P	P		
HEALTH CARE USES																					
Health Care Use	Convalescence Facility				SE				SE		SE										
	Dental Clinic					SE	P 13	P		P					P	P					

	Building Trades Contractor with Outside Storage Yard and Heavy Construction Equipment								SE											
	Bulk Storage Yard								SE 17									P	P	
Clinics, in connection with industrial activity	Distribution Establishment																P	P		
	Fabricators								SE 19											
	Food Processing, Storage and Distribution																		P	
	Light Manufacturing								SE 16									P	P	
	Outdoor Storage																	P 27	P 27	
	Packaging Facilities																		P	
	Printing/Lithographing/Publishing																	P	P	
	Railroad Rights-of-Way																	P	P	
	Research, experimental testing laboratories																		P	P
	Storage Trailers for sale or rental																			P
	Truck Facilities																			P
	Warehouse/Storage									SE									P	P
	Welding Shop									SE										
	Wholesale									SE									P	P

(b) *Zoning district description.*

Zoning District	Abbreviation
Residential Low Density	R-1
Residential Medium Density	R-2
Residential High Density	R-3
Riverfront Residential Land Use	RRF
Residential Professional Office	RPO
Neighborhood Commercial	C-1
General Commercial	C-2
Recreation and Conservation	REC
Central Business District	CBD
Gateway Corridor Residential Low Density	GCR (RLD)
Gateway Corridor Residential Medium Density	GCR (RMD)
Gateway Corridor Neighborhood	GCN
Gateway Corridor Commercial	GCC
Institutional	INS
Light Industrial	M-1
Industrial Park	M-2

Section 3. That Chapter 117 Article 1. Section 117-6 (a&b) shall be amended as follows:

Section 117-6. – Lot requirements table.

(a) Lot requirements table.

	R-1	R-1A	R-2	R-3	RPO	C-1	C-2	REC	CBD	GCR RLD	GCR RMD	GCN	GCC	INS	M-1	M-2
FRONT YARD (Minimum feet):																
Single-family dwelling unit, detached	20	20	20	20	20	20	20			20	20	10	10			
Single-family dwelling unit, attached			20	20	20	20	20				20	10	10			
Multi-family dwelling unit				30 ²⁵									10 ²⁵			
Mobile Home Park/Subdivision				15												
Nonresidential uses					20	25	25		NMR			10	10	20	25	25
INTERIOR SIDE YARD:																
Single-family dwelling unit, detached	10	7.5	7.5	7.5	7.5	7.5	7.5			10	7.5	5	5			
Single-family dwelling unit, attached			10 or 10% ³	7.5 or 10% ³	10 or 10% ³	10 or 10% ³	10 or 10% ³				10 or 10% ³	10	5			
Multi-family dwelling unit				10 ⁴ & 25									5 ⁹ & 25			
Mobile Home Park/Subdivision				7.5												
Nonresidential uses					7.5 or 10% ³	N ₈ MR	N ₈ MR		NMR			10	10	N ₈ MR	15	15
STREET SIDE YARD:																

Sec. 117-6. - Lot requirements table.

Lot requirements table.

Single-family dwelling unit, detached	15	15	15	15	15	15	15			15	15	10	10			
Single-family dwelling unit, attached			15 or 1.0%	15 or 1.0%	15 or 1.0%	15 or 1.0%	15 or 1.0%				15 or 1.0%	10	10			
Multi-family dwelling unit				15 ²⁵									10 ²⁵			
Mobile Home Park/Subdivision				15												
Nonresidential uses					15 or 10% ³	N ₈ MR	N ₈ MR		NMR			10	10	N ₈ MR	15	15
REAR YARD:																
Single-family dwelling unit, detached	10	10	10	10	10	10	10			10	10	10	10			
Single-family dwelling unit, attached			10	10	10	10	10				10	10	10			
Multi-family dwelling unit				20 ⁵ & 25									10 ⁵ & 25			
Mobile Home Park/Subdivision				10												
Nonresidential uses					10	10 ⁷	10 ⁷		NMR			10	10	10 ⁷	20	20
LOT WIDTH (Minimum feet):																
Single-family dwelling unit, detached	70	50	50	50	50	50	50			70	50	50	50			

Single-family dwelling unit, attached			75 ¹¹	75	75 ¹¹	75 ¹¹	75 ¹¹				75 ¹¹	75 ¹¹	100			
Multi-family dwelling unit				100 ²⁵									100 ²⁵			
Mobile Home Park/Subdivision				1 ¹⁰ 00												
Nonresidential uses					50	NMR	NMR		NMR			NMR	NMR	NMR	100	100
LIVING AREA (Minimum square feet):																
Single-family dwelling unit, detached	1,250	1,250	1,000	1,000	1,000	1,000	1,000			1,250	1,000	1000	1000			
Single-family dwelling unit, attached			1,000	7 ¹⁴ 00	1,000	1,000	1,000				1,000	1,000	750			
Multi-family dwelling unit				800 ¹²									750 ¹³			
Mobile Home Park/Subdivision				NMR												
Nonresidential uses					NMR	NMR	NMR	NMR	NMR			NMR	NMR	NMR	NMR	NMR
LOT AREA (Minimum-1,000 square feet):																
Single-family dwelling unit, detached	7	5	5	5	5	5	5			7	5	5	5			

Single-family dwelling unit, attached			8.5 ¹⁷	7.5	8.5 ¹⁷	8.5 ¹⁷	8.5 ¹⁷			8.5 ¹⁷	8.5 ¹⁷	7.5				
Multi-family dwelling unit				7.5 ¹⁵ & 25								7.5 ^{21.5} &				
Mobile Home Park/Subdivision				435.6												
Nonresidential uses					6	NMR	NMR					NMR	NMR	NMR	NMR	
BUILDING COVERAGE (%) or Floor Area Ratio (FAR):																
Single-family dwelling unit, detached	35%	35%	35%	35%	35%	35%	35%			35%	35%	M ₁₉ P	M ₁₉ P			
Single-family dwelling unit, attached			35%	35%	35%	35%	35%				35%	MP ¹⁸	MP ²⁰			
Multi-family dwelling unit				4 ²⁵ 0%									M _{20.5} P &			
Mobile Home Park/Subdivision				40%												
Nonresidential uses					0.2	0.25	0.35	0.2				M ₁₈ P	M ₂₀ P	0.3	0.6	0.6
BUILDING HEIGHT (Maximum feet):	35	35	35	35 ²⁵	35	35	35			35	35	35 ²²	54 ²³	85 ²¹	55 ²⁴	55 ²⁴

(b) Lot requirements notes.

NMR—No minimum required **MP**—Minimum pervious

Districts.~~1. Central Business District Density Controls: section 117-444.~~

- ~~1. Where structures are in existence and situated in the central business district at the time of the adoption of the ordinance from which this section is derived and are demolished, or destroyed, the structures shall be allowed to be rebuilt to the same footprints as existed at the time of adoption of the ordinance from which this section is derived, provided the construction of the new structure meets current building codes and is consistent with the exterior of the damaged structure or adjoining structures.~~
- ~~2. The requirements for new construction which is proposed to be placed on land which is vacant at the time of adoption of the ordinance from which this section is derived shall be site specific. In general, such structures shall be required to conform to the density requirements of the adjacent structures where deemed practicable. There shall be continuity in front yard alignment without regard to other requirements in this Code.~~

2. Gateway Corridor Residential Zoning Category: section 117-515.

1. The gateway corridor residential zoning category is intended for all property located in the gateway corridor and designated as RLD (residential low density) and RMD (residential medium density) on the future land use map. The permitted uses, special exceptions, and density controls are R-1, single-family residential, for the RLD (residential low density) property and R-2, single-family multifamily residential, for the RMD (residential medium density) property.
2. Where structures are in existence and situated in the gateway corridor residential zoning category at the time of the adoption of the ordinance from which this section is derived and are demolished or destroyed, the structures shall be allowed to be rebuilt to the same footprints and density as existed at the time of adoption of the ordinance from which this section is derived, provided the construction of the new structure meets current building codes.

Setbacks.

3. Ten percent of lot width (the greater amount must be chosen).
4. Not less than ten feet for the first two stories. For each story in excess of two, the required side yards shall be increased by five feet for each story so added.
5. 20 feet for the first two stories. For each story in excess of two, the required rear yards shall be increased by five feet for each story so added.
6. Section 117-123(5)(c)—(e):

(c) Minimum required from side and rear yard of the structure: Not less than 25 feet for the first two stories. For each story in excess of two, the required front, side and rear yards shall be increased by one foot horizontally for every one foot of vertical building rise;

(d) Minimum required rear yard: 25 feet unless it fronts a state-owned property (St. Johns River or Governors Creek) then a minimum of 30 feet setback;

(e) Minimum required side yard on each side of the structure: Not less than 25 feet for the first two stories. For each story in excess of two, the required side yards shall be increased by one foot horizontally for every one foot of vertical building rise.

7. If abutting a dedicated alley, only five feet are required.
8. No minimum required (NMR), except 15 feet on corner lots and 15 feet on interior lots when abutting a residential zone.
9. Minimum required side yard on each side of the structure: Not less than five feet for the first two stories. For each story in excess of two, the required side yards shall be increased by five feet for each story so added.

Lot Width.

10. 100 feet on a public street.
11. Minimum required lot width:
 1. Two-family: 75 feet
 2. Three-family: 100 feet
 3. Four-family: 150 feet

Living Area.

12. Section 117-123(3)(f)(1)-(4)
 - f. Minimum required living areas:
 1. Efficiency apartment: 800 square feet;
 2. One bedroom apartment: 800 square feet;
 3. Two bedroom apartment: 900 square feet;
 4. Three or more bedroom apartment: 900 square feet plus an additional 100 square feet for each bedroom over two bedrooms.

13. Section 117-123(f)(1)—(4) and section 117-566(2)(f)(1)—(4).

f. Minimum required living areas:

1. Efficiency apartment: 800 square feet;
2. One bedroom apartment: 800 square feet;
3. Two bedroom apartment: 900 square feet;
4. Three or more bedroom apartment: 900 square feet plus an additional 100 square feet for each bedroom over two bedrooms.

14. Minimum required living area: 700 square feet per family.

Lot Area.

15. 7,500 square feet for the first two dwelling units and 2,700 square feet for each additional unit that is added.
16. Minimum required lot area shall be 7,260 square feet for the first two dwelling units and 3,630 square feet for each additional unit that is added;
17. Minimum required lot area:
 1. Two-family: 8,500 square feet;
 2. Three-family: 12,500 square feet;
 3. Four-family: 16,500 square feet.

Minimum Pervious.

18. Minimum Pervious is 30%.
19. Minimum pervious surface: 40%.
20. Minimum pervious surface: 20%.

Structure Height.

21. Mirror industrial height for utility structures i.e., elevated water storage tanks.
22. Maximum number of stories: three. Maximum structure height: 35 feet. For commercial and professional offices: The maximum height may be increased to 50 feet. The building must be tiered back one foot for every foot over 35 feet.
23. Maximum structure height: 54 feet. Maximum height may be increased to 70 feet. The building must be tiered back one foot for every foot over 54 feet. Maximum number of stories: four. For a single-family detached dwelling permitted by special exception, maximum height would be 35 feet and the maximum number of stories is three.

24. Maximum structure height (buildings): 55 feet. Maximum accessory height (towers only): 85 feet.
25. Building height can be increased subject to approval of a special exception as set forth in section 117-122(7).

(Ord. No. O-09-2019 , § 2, 7-9-2019; Ord. No. O-15-2020 , § 2, 1-5-2021;
Ord. No. O-21-2022 , § 1, 3-7-2023)

Section 4. There is hereby created a new Article XIV of Chapter 117 of the City Code entitled “Downtown Form-Base Code” to read as follows:

ARTICLE XIV: DOWNTOWN FORM-BASED CODE

Section 117-830. Purpose.

The purpose of the form-based regulations is to:

- A. Promote multi-modal development patterns;
- B. Encourage infill development;
- C. Facilitate the aggregation of lots;
- D. Encourage and promote redevelopment on underdeveloped sites;
- E. Implement the Downtown Community Redevelopment Area (CRA) Redevelopment Plan.

Section 117-831. Scope/Applicability

A. New Development.

The provisions contained in this article apply to all new developments within the Form-Based Code area depicted in **Figure XIV-1**.

B. Existing Development.

1. Existing developments shall not be required to meet code unless site or building modifications are proposed. Sign permits shall not trigger the requirements of this section.
2. Existing developments undergoing a *major modification* shall be required to bring the entire site up to code, except for the following. Major modification shall be defined as any repair, reconstruction, rehabilitation, addition, or improvement which costs 50% or more of the "Just Market Value" of the property, as noted in the Clay County Property Appraiser's Office records or the increase or replacement of more than 50% of the existing building floor area. Replacement, in this instance, entails demolishing both interior and exterior portions of the building to build new. When calculating the cost of the improvement, it shall include the cost of improvements made over the preceding five years.
 - a. Existing buildings not proposed to be expanded shall not be required to meet building setbacks (**Sec. 117-836.B**), minimum building and ceiling height (**Sec. 117-837.C**), and frontage requirements (**Sec. 117-837.D**). All other site and building provisions shall apply.
 - b. If the major modification involves building a new structure on the site and not making any changes to the existing building(s), the existing buildings will not be required to meet the requirements of this form-based code. The new building and the site, however, will be required to meet all the provisions of this code.
3. Existing developments undergoing minor modifications shall not be required to bring the entire site up to code. The specific changes to the site or building, however, shall be required to meet the standards of this article. Should the minor modification require additional parking spaces, the parking lot and parking lot landscaping shall be brought up to code. Dumpster screening, site/accent lighting, and landscaping not meeting current regulations shall be modified to meet code. Minor Modifications are those that do not meet the definition of Major.

Section 117-832. Development Review & Flexibility

A. Site Plan Review

New development and redevelopment activities in the Form-Based Code area shall meet the site plan review provisions contained in Chapter 101, Article II, Division 5, Subdivision VI except that proposed developments not requiring a modification per **Section B**, below, or requesting a bonus per **Section 117-843** may be approved by the Development Services Director after review from site plan review team.

B. Flexibility of Regulations

Flexibility in the application of development requirements may be warranted in certain situations. While the Land Development Code provides for variances based on hardship (see **Section 101-159**), the *modifications of standards* offered in this section may be obtained based on unforeseen design issues related to redevelopment of existing sites, the size of downtown lots, and other variables. A modification of standards may be requested by an applicant as part of the development review process.

1. Application.

All requests for modifications of standards shall be submitted in writing and in conjunction with the application for development review. The request shall be approved or denied during development plan review and, if granted, shall be noted on the final development plan.

2. Administrative Approval.

The Development Services Director shall have the authority to grant limited modifications of up to ten percent of any dimensional requirement noted in this article where it is determined that the proposed development meets the intent of the T-zone, the requested modification is the minimum necessary to allow reasonable development of the site, and the requested modification is not injurious to the public health, safety and welfare.

3. Planning & Zoning Board Approval.

Modifications of more than ten percent but no more than 30 percent of a dimensional requirement listed above, modifications previously denied or referred to the Board by staff, and modifications to the *non-dimensional* requirements contained in this article shall be reviewed by the Planning & Zoning Board. Changes of more than 30 percent of a dimensional requirement shall be processed as variances per **Section 101-159**. The Board may also consider waiving requirements to bring site features up to code in conjunction with Minor Modifications.

4. Prohibited Modifications.

No modification shall be granted under this section for the following:

- a. Use of land.
- b. Development density which would exceed the maximum permitted in the future land use classification.
- c. A reduction in sidewalk width that would result in a sidewalk with less than five feet clear space.

5. Review Criteria.

No modification may be granted under this section unless it meets all the requirements listed below:

- a. The modification is consistent with the stated purpose and intent of this Code and with the comprehensive plan;
- b. The request is within the parameters listed above;
- c. The modification will not have a material negative impact on adjacent uses, or the applicant proposes to mitigate the negative impact to be created by the proposed modification;
- d. The modification will permit superior design, efficiency, and performance;
- e. If applicable, the modification is necessary to preserve or enhance significant existing environmental or cultural features, such as trees, scenic areas, historic or archeological sites or public facilities, related to the development site;
- f. Compliance with the requirement is technically impractical or undesirable based on site conditions, or approval of the waiver will result in superior design;
- g. The modification will not result in a negative impact on the public facilities, land use, traffic, or environment of the neighborhood and the general community.

Section 117-833. The Regulating Plan

The City of Green Cove Springs Downtown Form-Based Code uses the Regulating Plan (incorporated into the City's zoning map and shown in **Figure XIV-1**) to designate Transect Zones (T-zones), each with varying urban features consistent with the current character to be preserved and the envisioned future context.

The Regulating Plan also depicts areas currently utilized for civic purposes, such as government facilities and religious institutions. While those uses are expected to continue operating in those locations, if their buildings are ever demolished and a different type of use is established, the underlying transect will govern future development on the site.

Transect boundaries do not follow parcel lines and certain properties feature more than one T-zone designation. The design of the development within each zone will need to comply with the regulations of that zone, unless specifically stated otherwise in this article.

There is currently one site zoned Planned Unit Development (PUD) within the Form-Based Code area. New PUD zoning districts shall not be allowed within the Form-Based Code area.

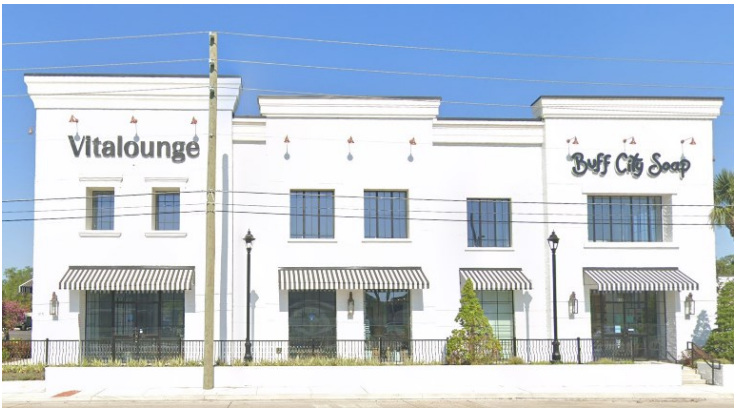
The following sections show the intent of each T-zone.

A. Downtown Core Zone

This T-zone encompasses the original core of Downtown Green Cove Springs. Priority is placed on preserving the historic character and small scale of the corridor, increasing walkability, and creating a vibrant atmosphere. This zone permits a mix of uses with storefronts close to the sidewalk with the option of providing residential or office uses above the first story.



Figure XIV - 2. Examples of appropriate building types within the Downtown Core Zone



B. Primary Corridor Zone

This T-zone is primarily located along Orange Avenue and Ferris Street, and along Magnolia Avenue south of Spring Street. The purpose of the Primary Corridor Zone is to encourage infill development with a compact mix of uses, facilitate aggregation of lots, encourage redevelopment of underdeveloped sites, and implement the Community Redevelopment Area (CRA) Redevelopment Plan. While two stories should be the predominant building height, some sites may support three stories, if approved through the bonus program (see **Section 117-843**)



Figure XIV - 3. Examples of appropriate building types within the Primary Corridor Zone



C. Secondary Corridor Zone

Primarily located behind the major transportation corridors, this T-zone is intended to act as a transition between the heavier traffic and more intense development along Orange and Ferris Streets and lower intensity neighborhoods. The zone consists of a mix of uses in a pedestrian-oriented urban form. Buildings may be attached or detached with front façades located close to the sidewalk.



Figure XIV - 4. Examples of appropriate building types within the Secondary Corridor Zone



D. Transition Zone

Primarily located behind the major transportation corridors, this T-zone is intended to act as a transition between the heavier traffic and more intense development along Orange and Ferris Streets and single-family neighborhoods. The zone consists of a mix of uses in a pedestrian-oriented urban form. Buildings may be attached or detached with front façades located close to the sidewalk.



Figure XIV - 5. Examples of appropriate building types within the Transition Zone



Section 117-834. Block Standards

The regulation of block size is fundamental to achieving good urban form and transportation connectivity. Shorter blocks improve the pedestrian experience as well as foster a street network grid that supports the efficient distribution of automobile traffic. Downtown Green Cove Springs generally displays a gridded street network, which shall be maintained and improved. If existing streets are vacated to allow the aggregation of smaller blocks into mega-blocks, the following provisions shall apply:

- A. Alternative vehicular connections shall be provided to continue the current block length within the downtown form-based code area which, with very few exceptions (Spring Park, west end of Ferris Street, and south of Cove Street), does not exceed 400 feet in length. The vehicular passage may be a public street or private drive but shall be open for public passage to another street/drive.
- B. Culs-de-sac and dead-end streets are not allowed.

Section 117-835. Use Standards

A. Permitted Uses

Section 117-3 lists the various uses allowed in the form-based code area and identifies whether a use is Permitted (P), Special Exception (SE), or Prohibited (blank) within the noted Transect Zone. Uses not listed in the table are prohibited.

Mixed-use developments are allowed in all zones, provided that the individual uses are all allowed in the zone. If one of the uses requires Special Exception approval, the entire development shall undergo Special Exception review.

Considering that the Form-Based Code area is almost fully developed and includes a wide variety of uses, the continuation of the current uses is permitted and encouraged, even if they are not listed as a permitted use. If any of those structures are destroyed, they will be permitted to rebuild as they currently exist but will not be allowed to expand or intensify beyond their current status.

Where a site is split between two zones (e.g., the Downtown Core and Primary Corridor Zones), the allowable uses in both zones may be located anywhere on the site. However, the use shall comply with the site and building standards of the zone where they are located. For instance, a site with a Primary Corridor Zone designation along Orange Avenue and Secondary Corridor Zone designation along Palmetto Avenue may have a retail establishment, but the building will need to be close to and oriented toward Orange Avenue. Similarly, if the site is eligible for a height bonus, the tallest part of the building must be located along Orange Avenue. The portion of the building facing Palmetto Avenue will be required to meet the two-story limitation of the Secondary Corridor Zone.

All developments, regardless of the use classification, shall comply with the standards of this article and all other applicable articles of the land development code. See **Section 117-838** for specific requirements for certain uses.

B. Accessory and Temporary Uses and Structures

Accessory and temporary uses and structures shall meet the requirements of **Section 117-838(e)** (Accessory building setbacks for residential structures), and **Article IX** (Supplementary Regulations),

unless otherwise specifically addressed in this article. Accessory structures visible from the right-of-way shall meet the site and building design standards of this article.

Section 117-836. Site Dimensional Standards

The general intent of the T-zones is to ensure that the scale of the built form, formality of public spaces, and intensity of uses will vary throughout the community, and shall be reduced in scale, formality, and intensity as they go further away from the core. The site dimensional standards for each T-zone are described in the following sections.

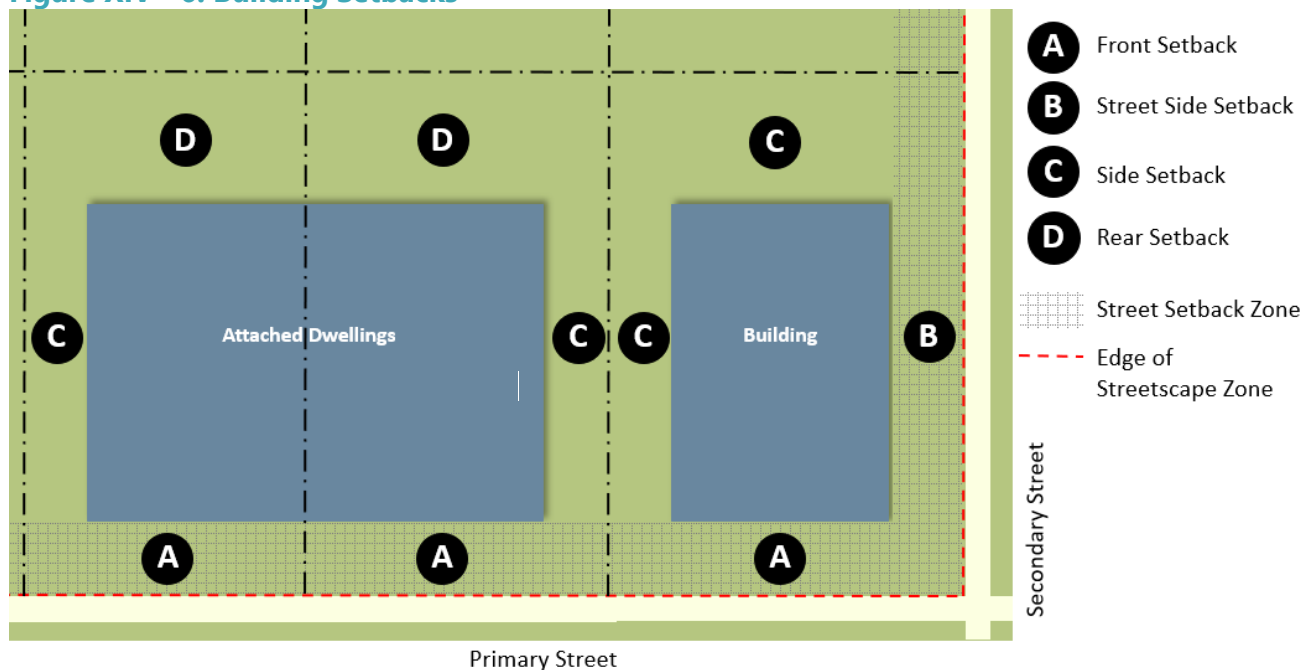
A. Lot Size

It is not the intent of this code to prevent development on existing lots or to require lot aggregation. Lots within the Form-Based Code area may be subdivided only if they meet a minimum lot depth of 100 feet. There are no minimum lot size or width requirements. However, subdivided lots must be adequate to accommodate the proposed development without the need for setback variances and not so wide that the building frontage requirement cannot be met.

B. Building Placement

The placement of a building on a site is critical to creating a coherent public realm. Urban development forms seek to support and foster pedestrian trips. Therefore, buildings need to be constructed in closer proximity to streets and sidewalks but not so close that the public realm is diminished. **Figure XIV - 6** illustrates the location of the street, side (interior), and rear setbacks.

Figure XIV - 6. Building Setbacks



1. *Required setbacks.* **Table XIV-1** contains the required setbacks by T-zone. See **Section 117-837.D** for minimum building frontage requirements, which are closely tied to the side setback requirements.

Table XIV - 1. Building Placement Standards by Transect

STANDARD	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Front Setback ^A	0' min. 6' max.	6' min. 10' max.	10' min. No max.	15' min. No max.
Street Side Setbacks ^B				10 min. No max.
Side Setback ^C	0'/6' min. ¹	0'/6' min. ¹	6' min.	6 min.
Rear Setback (lot or alley) ^D	10'			

¹ Zero-foot side yard setback permitted only if the adjacent building is also placed at the property line. Otherwise, 6' are required.

2. *Measuring setbacks.*

- a. Rear and interior side setbacks are measured from property lines (even if the site is split by a T-zone line).
- b. Setbacks along streets shall be measured from the property line but may require an additional setback to ensure sidewalks and parkways can be accommodated in front of the site, as identified in **Table XIV-2**. Due to the lack of right-of-way to accommodate adequate sidewalks and parkways along all streets, some development applicants will be required to dedicate an easement to the City to accommodate such features. Setbacks along the segment of Walnut Street from Palmetto Avenue to St. Johns Avenue shall be measured from the back of sidewalk.

Table XIV - 2. Sidewalks and Parkways by Street Segment

Street Segment	Sidewalk Width (min.)	Parkway Width (min.)
Orange Avenue and Ferris Street	8 ft.	6 ft.
All other streets	6 ft.	8 ft.

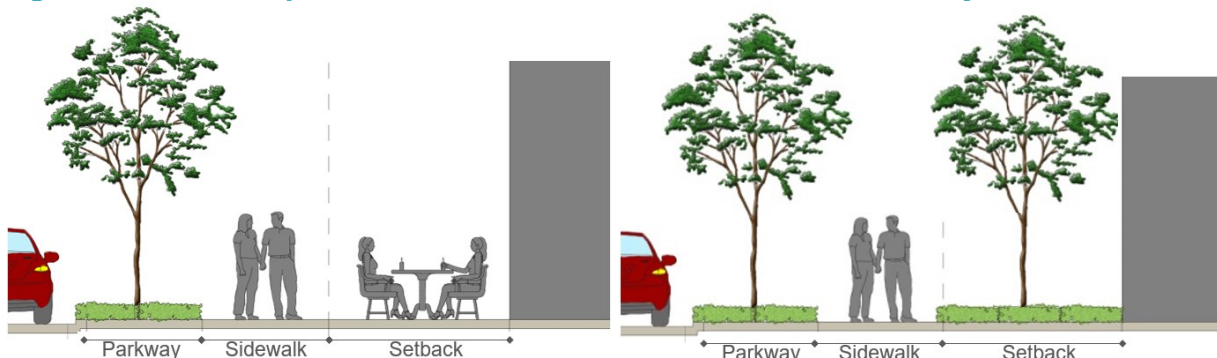
- c. The reconstruction of sidewalks and parkways shall be the responsibility of the development applicant but shall be coordinated with City staff. If the requirements cannot be met due to existing conditions or site constraints, the applicant may apply for a modification of standards (see **Section 117-832.B**). Provisions shall be made to connect existing and new sidewalks that have different alignments (see **Figure XIV-7**).

Figure XIV - 7. Connecting Existing and New Sidewalks



- d. The minimum and maximum setbacks along streets listed above do not apply to minor modifications but apply to new construction and major modifications (minor and major modifications are defined in **Section 117-831.B**).
 - e. The maximum setback requirement shall not apply to a major modification proposed to a historic home (identified in the City's Geohub Stories dashboard) as long as the modification preserves the residential character of the existing building,
3. *Setback Design.* The intent of the setbacks along streets is to provide a transition, both physical and visual, from the street to the building. The setback area should vary in design depending on the level of privacy desired along the building façade. Commercial buildings usually have a setback area designed to attract customers into the building, while residential, hotel and office buildings often have a setback area designed to provide privacy to the ground floor spaces, as shown on **Figure XIV-8**. Accessibility (ADA) laws shall be observed.

Figure XIV - 8. Examples of Front and Street Side Setback Area Activity



Examples of Street Setback design: outdoor seating (left) and buffer for residential uses (right).

The following setback area standards shall be met:

- a. Elements such as balconies, bay windows, and similar elements may encroach into the front and street side setback provided they do not interfere with required or protected landscaping. Allowed encroachments shall not extend into the public right-of-way.
- b. Setback areas along streets shall be landscaped unless the setback needs to be paved to allow for pedestrian interaction (as an extension of the public sidewalk)..

- c. Street furniture such as benches, trash receptacles, and/or bicycle racks may be installed within the setback area or within the parkway along local streets.
- d. Outdoor dining is permitted within the setback area as long as restaurants are allowed in the transect zone.
- e. Elements within the setback area (e.g., landscaping and other features) shall comply with the sight triangle requirements.
- f. No vehicular parking areas or drive aisles/lanes are allowed between the building and the street.

C. Impervious Surface Area

To balance the desire for urban form and development with the need to prevent flooding within the Form-Based Code area, a maximum impervious surface area (ISA) is established for each T-zone, as shown in **Section 113-4(d)**.

Section 117-837. Building Design Standards

This section establishes standards for building design. The standards apply to all T-zones.

A. Building Typology.

Form-based regulations use physical form, rather than separation of land uses, to shape the character of the area. Buildings within the Form-Based Code area shall adopt one of the following building typologies based on the location of the property within one of the transect zones. The building typologies do not necessarily refer to the use of the building, but rather to the character of it. For instance, an office or multi-family development may only be allowed in a T-zone if the building has the appearance of a house. The list of permitted building typologies by transect is provided in **Table XIV-3**.

Table XIV - 3. Permitted Building Typology by Transect

Building Typology	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Mixed Use	Y	Y	Y	N
Non-Residential Single Use	Y	Y	Y	N
Non-Residential Multiple Use	Y	Y	Y	N
Multi-Family	Y	Y	Y	N
House	N	N	Y	Y

1. *Mixed-Use Building.* A type of building designed for ground floor occupancy by retail, service, and/or office uses, with upper floors configured for office use or dwelling units. The ground floor must be designed for maximum pedestrian interaction (e.g., storefronts, outdoor cafes, etc.).

Figure XIV - 9. Mixed Use Buildings



- 2. *Non-Residential Single Use Buildings.* A type of building designed to accommodate stand-alone non-residential activities such as retail, banks, hotels, restaurants, offices, and service uses. Large scale buildings (e.g., big box retailers, movie theaters, wholesale stores), auto repair, drive-through facilities and service stations fall into this category and shall meet all site and building design requirements of this code.

Figure XIV - 10. Non-Residential Single Use Buildings

Examples of appropriate design for supermarkets:

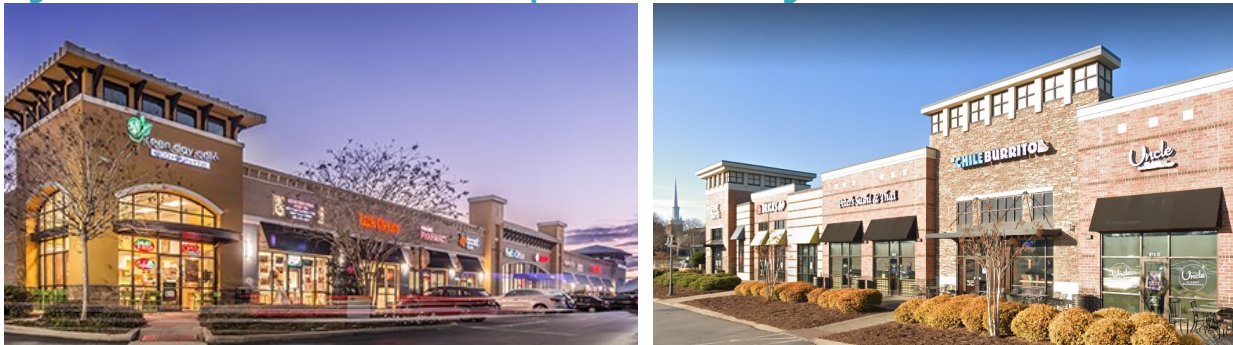


Examples of other single-use buildings:



3. *Non-Residential Multiple Tenant Buildings.* A type of building designed to accommodate multiple non-residential activities such as retail shopping centers with individual entrances.

Figure XIV - 11. Non-Residential Multiple Tenant Buildings



4. *Multi-Family Building.* A type of building designed to accommodate townhouses, condominiums, and apartment uses.

Figure XIV - 12. Multi-Family Building Examples



5. *House.* A type of building designed to resemble a single-family dwelling that may be utilized for any use permitted by the transect zone. Regardless of the use, buildings with a House typology shall be designed as noted below:
 - a. A porch or stoop shall be provided facing the street.
 - b. Flat roofs are only allowed if they are combined with, and secondary to, sloped roofs.
 - c. Garages shall be designed in one of two ways:
 - o Attached and recessed from the primary façade (not including porches, bays, or other minor projections) by a minimum of five feet, or
 - o Placed in the rear yard and accessed by either an alley or a side yard driveway.
 - d. Garage frontage shall only be allowed for buildings that are used as residential single-family detached or two-family attached dwellings shall not comprise more than 50 percent of the building's front façade.

- e. Residential single-family detached and two-family attached dwellings featuring a House typology shall meet the following standards:
 - o Minimum required living area: 1,000 square feet together with an attached or detached garage of at least ten feet by 20 feet. Attached garages shall be architecturally integrated into the design of the dwelling and structurally connected.
 - o Maximum lot coverage: 35 percent

Figure XIV - 13. House Building Examples



House used for office



House used for multi-family



B. Building Massing

The purpose of the building massing requirements is to break down large volumes into smaller volumes grouped together.

1. In no event shall buildings exceed a height to width ratio of 1:3 or 50 feet, whichever is less, without providing a substantial volume break which may consist of a projection or recess, a tower or bay, and/or an architecturally prominent entrance (see **Figures XIV-14** and **XIV-15**). Vertical and horizontal projections and recesses shall have a minimum height, depth, and width of five feet.
2. Roofs or assemblies of roofs shall also be articulated to reduce building mass. Roof heights shall vary using the parameters listed in subsection 1, above.
3. Buildings on corner lots shall incorporate distinctive architectural treatments (e.g., corner entrance, tower) to emphasize their prominent location.

Figure XIV - 14. Example of Building Articulation Spacing

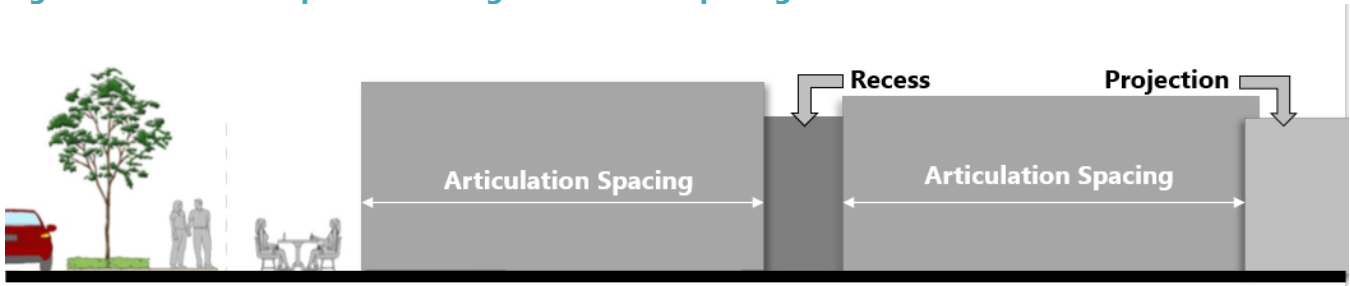
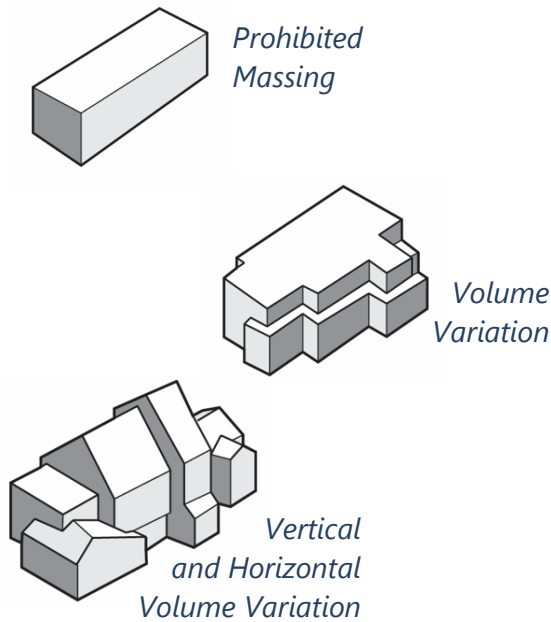


Figure XIV - 15. Massing



Vertical and Horizontal Volume Variation

C. Building and Floor Height

Table XIV-4 establishes the permitted building and floor height for each transect zone. The floor height requirements shall not apply to single family homes.

Table XIV - 4. Building and Floor Height Standards by Transect

	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Building Height	20' min. 2 stories max.	20' min. 3 stories max.	16' min. 2 stories max.	16' min. 2 stories max.
Height with Bonus (see Sec. 117-834)	NA	4 stories	3 stories	NA
Ground Floor Elevation (above sidewalk or finished grade)	24" min. residential	24" min. residential	24" min. residential	24" min. residential
Ground Floor, Ceiling Height	12' min./20' max.	12' min./20' max.	9' min./14' max.	9' min./14' max.
Upper Floor(s), Ceiling Height	9' min./14' max.	9' min./14' max.		

The following standards shall also apply:

1. Whenever a site is split between two or more zones, each frontage must comply with the building height restrictions and such height may extend back to the midpoint of the block length along the secondary street where the height must be stepped down.
2. Towers and cupolas extending above the roofline are generally intended to be visual landmarks and accentuate corners. If used, they shall not exceed a footprint of 30 feet by 30 feet and may extend up to ten feet above the designated height limit. See **Figure XIV-16**.
3. Floor height shall be measured from finished floor to finished ceiling. A single story exceeding the maximum floor height allowed shall be counted as two stories. Mezzanines extending beyond 33% of the floor area shall be counted as an additional story.
4. Buildings spanning two or more transect zones may use the *floor* height standards required within each zone or the standards of the most intensive zone on the entire site.

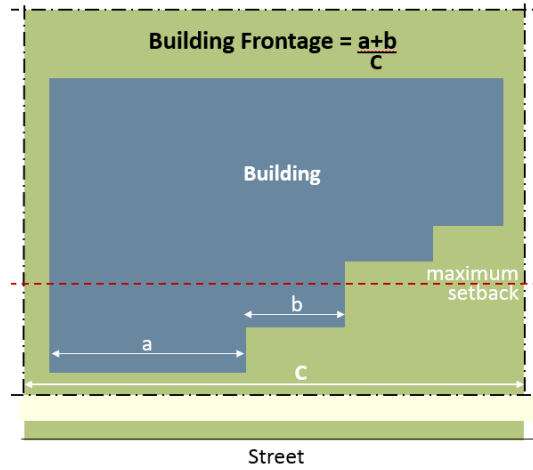
Figure XIV - 16. Tower (left) and Cupola (right)



D. Building Frontage.

The purpose of the building frontage requirements is to ensure façade continuity and activity along the street, in addition to avoiding large expanses of blocks that are not framed by buildings. The building frontage standards are stated in **Table XIV-5** as a proportion of the building width (within the minimum and maximum building setbacks) relative to the width of the development site measured along the property line along the street. Portions of the building façade outside the required building setbacks do not count as building frontage (see **Figure XIV-17**).

Figure XIV - 17. Building Frontage

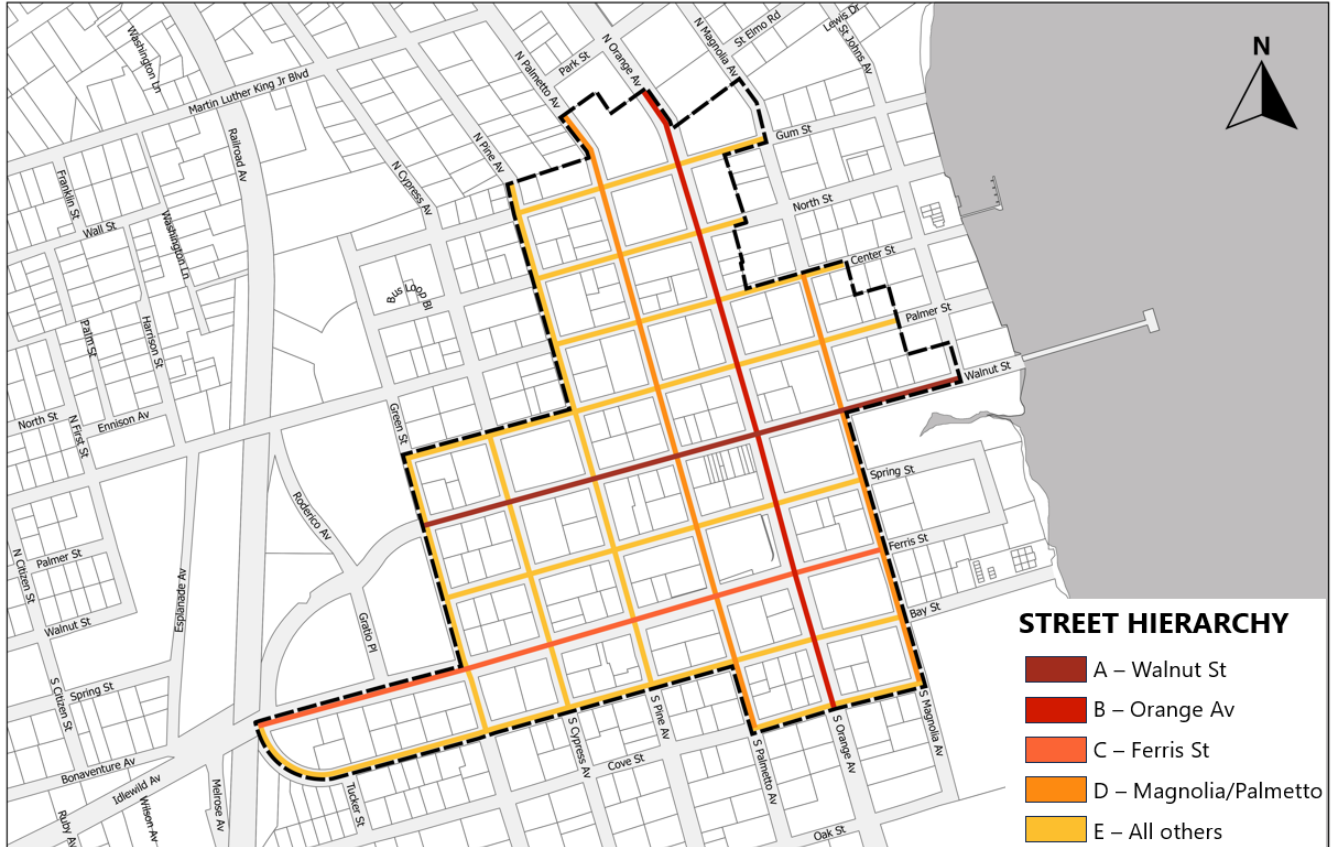


In the case of corner or multiple frontage lots, the frontage requirement shall be met along the highest priority street (per **Figure XIV-18**). Along lower priority streets, the minimum building frontage shall be 30%.

Table XIV - 5. Building Frontage Requirements by Transect

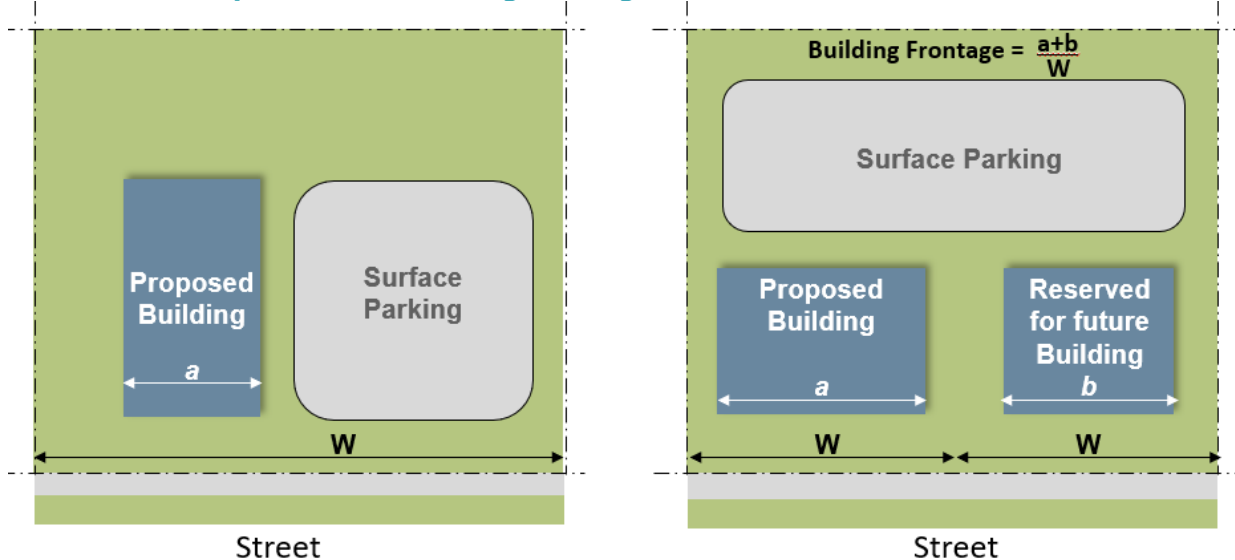
STANDARD	DOWNTOWN CORE	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Required Frontage	80% min.	60% min.	40% min.	40% min.

Figure XIV - 18. Street Hierarchy



1. Single family, duplex, live-work units, libraries, churches, public utility buildings, and schools (elementary, middle, and high) are not subject to the minimum frontage requirements.
2. Gas stations, drive-through facilities, and other auto-oriented developments, if allowed per **Section 117-3**, shall be designed to comply with the building frontage requirements (see also **Section 117-838.B**).
3. Developments with multiple street frontages may not meet the building frontage requirements along all sides. In those instances, the applicant may request a modification of standards. If approved, any street frontages that do not have buildings within the minimum and maximum required setbacks shall provide a street wall along the site frontage (excluding access points).
4. In the event the proposed building is too small to meet the minimum building frontage requirement, the applicant shall have the option to set aside room on the site for future buildings that will, when added to the small building, meet the frontage provisions, as shown on **Figure XIV-19**. No platting will be required, but the concept plan shall show the area available for future development and may not include any improvements other than a street wall delineating the site.
5. In the case where the required building frontage cannot be met due to the need to provide vehicular access from the street, a gateway, arch, or similar feature shall be provided to preserve the block continuity and may be counted toward meeting the building frontage requirement, as shown on **Figure XIV-20**.
6. No maximum lot width is prescribed for development within some of the transect zones. However, the width of a lot shall not be justification for not meeting the building frontage requirements.

Figure XIV - 19. Exception to the Building Frontage



*Left: Site layout not allowed as the building width (a) is too narrow to meet the minimum building frontage.
 Right: Reserve room for a future building to meet the minimum building frontage.*

Figure XIV - 20. Gateway Feature



Gateway feature designed to meet minimum building frontage.

E. Building Frontage Design.

Building frontages (e.g., storefronts, arcades, galleries, stoops, forecourts, porches) addressed in the following subsections may be used as shown in **Table XIV-6** and shall conform to the standards contained in those subsections.

Table XIV - 6. Permitted Frontage Types by Transect

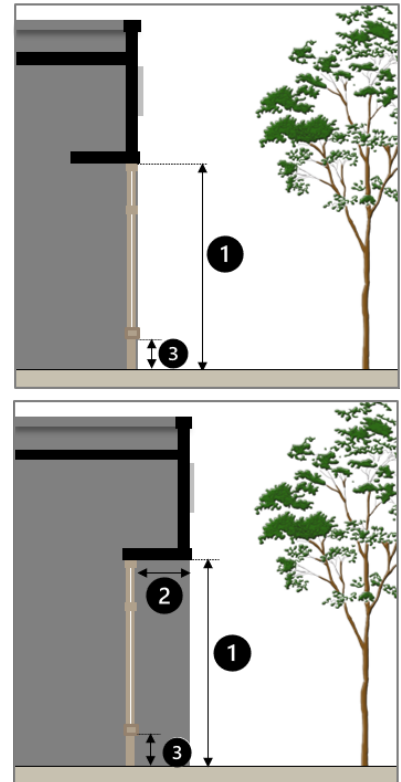
DOWNTOWN CORE ¹	PRIMARY CORRIDOR	SECONDARY CORRIDOR	TRANSITION
Storefront, awning/canopy, forecourt, stoop, gallery/arcade	Storefront, awning/canopy, forecourt, stoop, gallery/arcade	Forecourt, awning/canopy, storefront, porch, stoop	Porch, stoop

¹ Stoops and forecourts are not allowed on Walnut Street from Palmetto to Orange Avenue.

1. Storefronts

Storefront refers to the building façade designed to attract shoppers using display windows, entrances immediately adjacent to the sidewalk, awnings, canopies, and signage. While building style is not regulated within the Form-Based Code area, storefronts have a detailed set of design requirements to ensure they function properly and integrate smoothly with the historic storefronts on Walnut Street. The following are the minimum requirements for storefronts along Walnut Street from Palmetto Avenue to Orange Avenue (optional/recommended for all other zones).

Height, Clear	8' min.	①
Door Recess	5' max.	②
Bulkhead	18" min.; 30' max.	③
Distance between glass panels	2' max. (horizontal)	



New storefronts and modifications to existing storefronts shall meet the following standards:

- Storefronts are allowed in the Downtown Core and Primary Corridor zones and required along Walnut Street from Palmetto Avenue to Orange Avenue.
- The storefronts shall be located between the minimum and maximum setbacks.
- Storefronts shall include all the elements listed in **Figure XIV-21**. A canopy, arcade, or gallery may be used instead of the awning.
- Storefronts shall have an expression line (see **Figure XIV-21**) above, between the first and second story.
- Storefront windows may not be made opaque by window treatments (except operable sunscreen devices within the interior space).
- Reflective and frosted glass is prohibited on storefronts.
- Storefront doors shall contain at least 60 percent transparent glass. Solid doors are prohibited.
- The design of the upper stories varies depending upon the architectural style of the building. However, the upper floor must have single or paired, vertically oriented windows with clearly defined sills and lintels, and a cornice topping the parapet if a flat roof is used.

Figure XIV - 21. Components of a Storefront

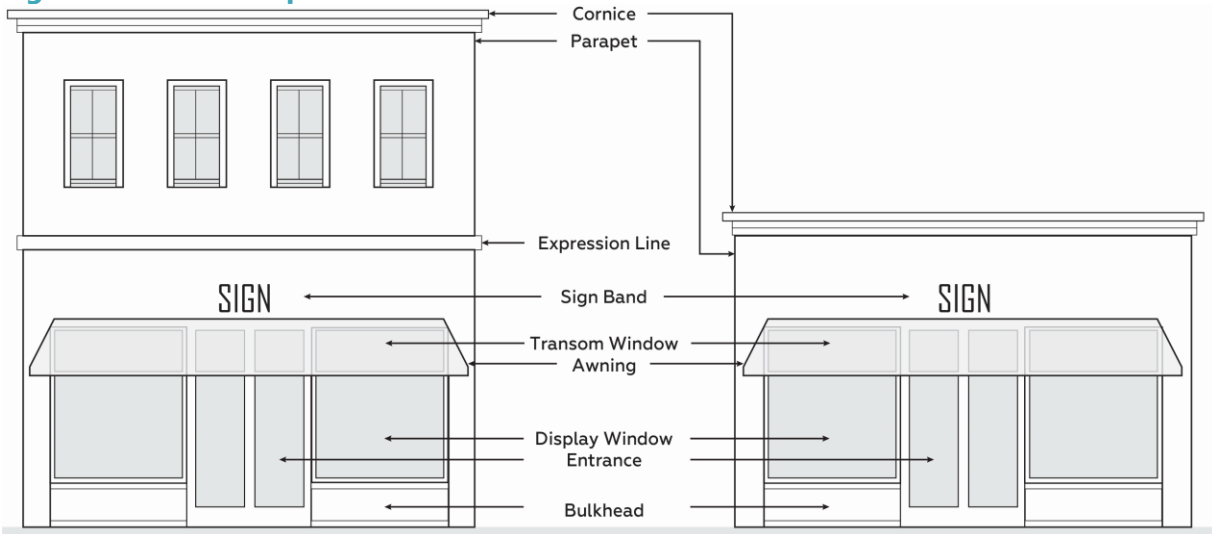


Figure XIV - 22. Examples of Storefronts



Storefronts with recessed entries



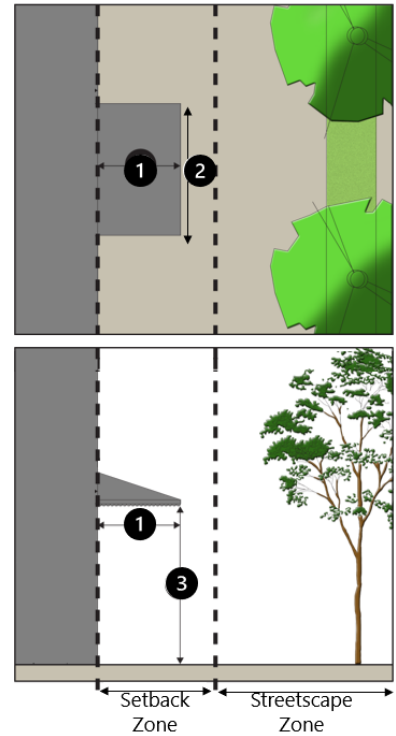
Storefronts with chamfered corner entries



2. Awnings and Canopies

Awnings and canopies (flat cantilevered structures also known as marquees) may be used to accent windows and doors and to protect pedestrians from the elements. **Table XIV-6** notes the transect zones where they are allowed/encouraged. All new awnings and canopies shall meet the following standards.

Depth	6' min.	①
Cumulative Width	70% min. of proposed façade width within setback	②
Height, Clear	8' min.	③



New awnings and canopies shall meet the following standards:

- Awnings and canopies shall not cover architectural elements such as cornices or ornamental features. Transom windows, however, may be covered.
- High-gloss materials, fabrics that resemble plastic, and aluminum shall not be permitted materials for awnings.
- Domed, bubble, and hoop style awnings are prohibited.
- Awnings should at minimum match the width of the window or door opening.
- Backlit awnings are not allowed.
- The highest point of a first-floor awning on a multi-story building shall not be higher than the midpoint between the top of the first story window and the bottom of the second story window sill.
- Awnings and canopies may extend over the right-of-way but shall not project closer than two feet from the vertical projection of the back of the curb.

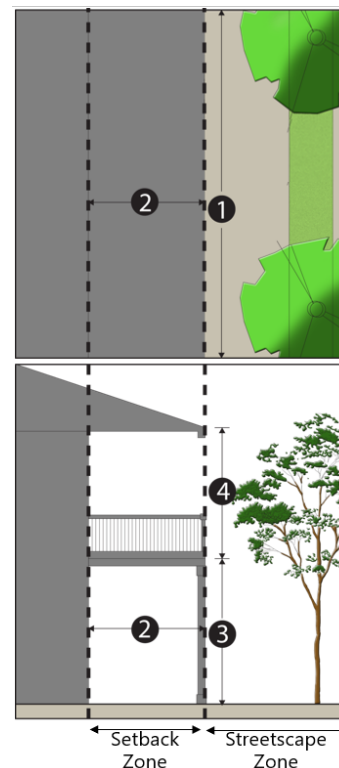
Figure XIV - 23. Awnings (Left) and Canopies (Right)



3. Gallery

Galleries and arcades are colonnades extending along the full or partial frontage of a building. Unlike arcades, galleries lack habitable space above, and thus, appear lighter in nature. Galleries may extend over the sidewalk. **Table XIV-6** notes the transect zones where galleries are allowed/encouraged. When used, galleries shall meet the following standards.

Width	75% of façade width min.	①
Depth, Clear	8' min.	②
Ground Floor Height, Clear	10' min.	③
Upper Floor Height, Clear	9' min.	④
Height	2 stories max.	
Setback from Curb	2' min. (see below)	



Galleries shall meet the following standards:

- Galleries extending over the sidewalk are subject to a right-of-way encroachment permit from the City. Along state roads, they are allowed to encroach only if FDOT allows it.
- Gallery openings shall correspond to storefront entrances.
- Galleries may be one or two stories.

Figure XIV - 24. Examples of Galleries



4. Arcade

Arcades are colonnades extending along the full or partial frontage of a building and have habitable space above. **Table XIV-6** notes the transect zones where they are allowed/ encouraged. All new arcades shall meet the following standards.

Ground Floor Height, Clear	10' min.	1
Depth, Clear	8' min.	2
Width	75% of façade width min.	3

Arcades shall meet the following standards:

- a. Arcade openings shall correspond to storefront entrances.
- b. Arcades may not encroach into the public right-of-way.

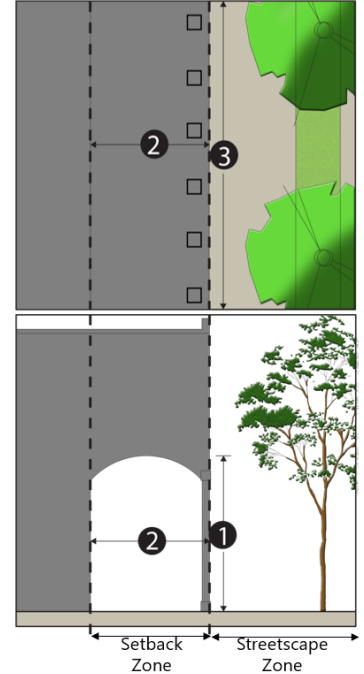


Figure XIV - 25. Examples of Arcades



5. Forecourt

A forecourt is a type of building frontage that has a portion of the façade recessed from the street to create a courtyard. This space can be used as an apartment or office entry court, garden space, or for outdoor seating or dining. **Table XIV-6** notes the transect zones where forecourts are allowed/encouraged. All new forecourts shall meet the following standards.

Width	12' min., 50% of front façade or 50' max. whichever is less.	1
Depth	12' min., 40' max.	2

Forecourts shall meet the following standards:

- Forecourts may be landscaped or paved and enhanced with landscaping.
- Forecourts are not intended to be covered; however, awnings and umbrellas are allowed and encouraged.
- Forecourts meeting the requirements of this section shall be counted as building frontage to meet the requirements of **Section 117-837.D** (Building Frontage).

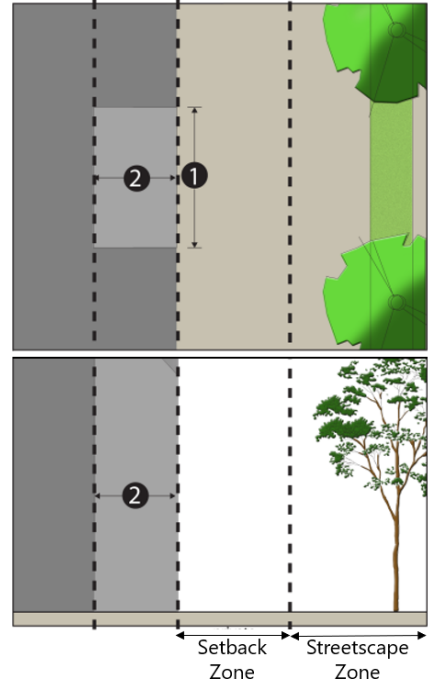


Figure XIV - 26. Examples of Forecourts



6. Stoop

A stoop is a small platform and/or stairway at a building entrance, commonly covered by a secondary roof or awning.

Width	5' min., 8' max.	①
Depth	5' min., 8' max.	②
Height	8' min.	③
Finish Level Above Sidewalk	24" min.	④

Stoops shall meet the following standards:

- a. Stoops are typically used in conjunction with residential and lodging uses but may also be used in conjunction with office uses.
- b. Stairs from the stoop may descend forward or to the side.
- c. Stoops may extend forward of the minimum setback line but shall not extend into the public right-of-way.

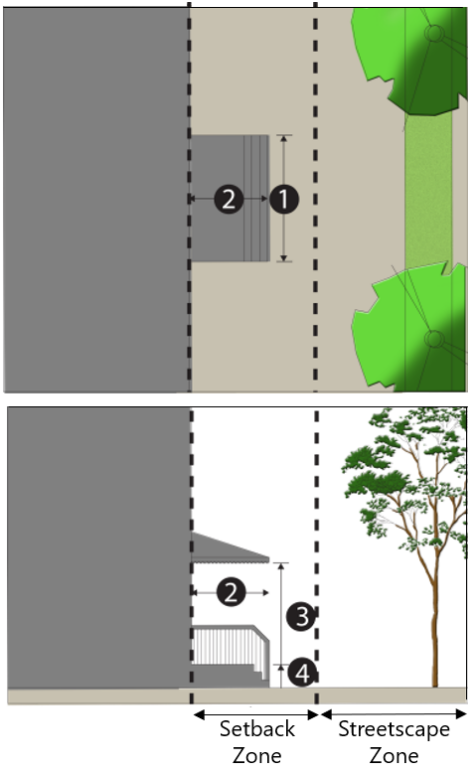


Figure XIV - 27. Examples of Stoops

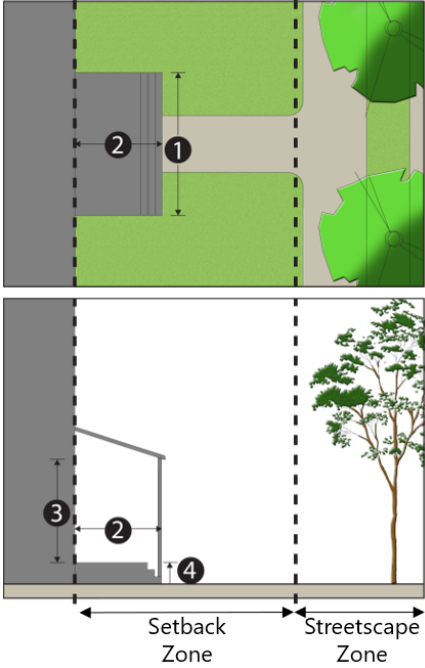


7. Porch

A porch is a roofed space attached to the outside of an outer wall of a building and open on one or more sides. Porches may feature railings, a screen, or glass enclosure.

Table XIV-6 notes the transect zones where porches allowed/encouraged. All new porches shall meet the following standards.

Width	10' min.	1
Depth	8' min.	2
Clear Height	8' min.	3
Finish Level Above Sidewalk	24" min.	4



Porches shall meet the following standards:

- a. Stairs from the porch may descend forward or to the side.
- b. Porches may encroach into the setback but shall not extend into the public right-of-way.
- c. Porches may be open or enclosed. However, porches enclosed in glass or other solid materials may not encroach into the setback.
- d. Porches may be one or two stories.

Figure XIV - 28. Porches



F. Façade Articulation

Facades facing a street or public space shall not exceed 20 horizontal feet and ten vertical feet (see **Figure XIV-29**) without including at least one of the elements listed below. Landscaping and signs shall not be considered façade elements.

1. Awning or canopy.
2. Gallery, arcade, forecourt, stoop, or porch.
3. A vertical or horizontal offset, column, band, cornice, or similar element with a minimum depth of six inches.
4. Expression line between floors. Bands of colors without a change in plane or material shall not be used for architectural detail (**Figure XIV-30**).
5. Balcony.
6. Window.
7. Door.
8. Any other treatment that meets the intent of this section and is approved during the review of the development plan.

Figure XIV - 29. Façade Articulation



Examples of blank wall exceeding 20 horizontal feet by 10 vertical feet without articulation

Figure XIV - 30. Color Bands



Left: Color bands without change in plane or materials. Right: Color bands using different planes.

G. Entrances

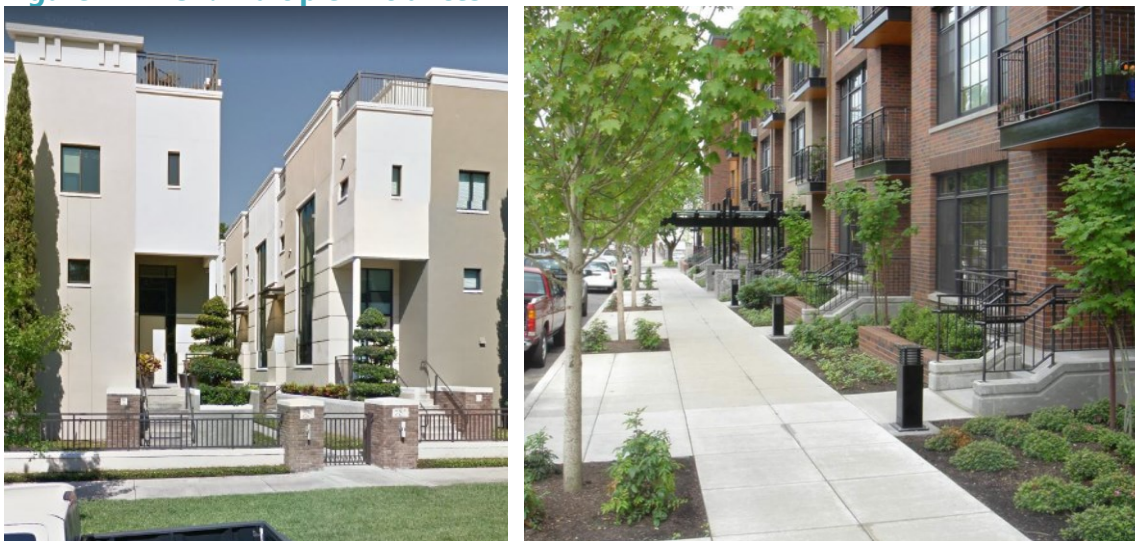
1. The primary entrance to every building must directly face a street or a forecourt (see **Section E.5** above). Additional building entrances are permitted. Corner lots shall orient the primary entrance to the highest priority street or may provide a corner entrance, if the corner is located at an intersection featuring the highest priority streets. See **Figure XIV-18** for street hierarchy.
2. Public entry and exit doors which swing outward shall be recessed into the façade a minimum of three feet where the building abuts the sidewalk.
3. Multifamily or multi-tenant buildings featuring a single entrance shall locate the entrance facing the right-of-way and the entrance shall be designed to stand out through the use of architectural features, a stoop, canopy, or similar elements (see **Figure XIV-31**).

Figure XIV - 31. Prominent Single Entrances



4. Buildings with multiple entrances (e.g., duplex, townhouses, multifamily) shall have at least one entrance facing the right-of-way (see **Figure XIV-32**) or facing a forecourt (**Section E.5** above).

Figure XIV - 32. Multiple Entrances



L: Combination of exterior and interior facing doors; R: Exterior facing doors

H. Fenestration

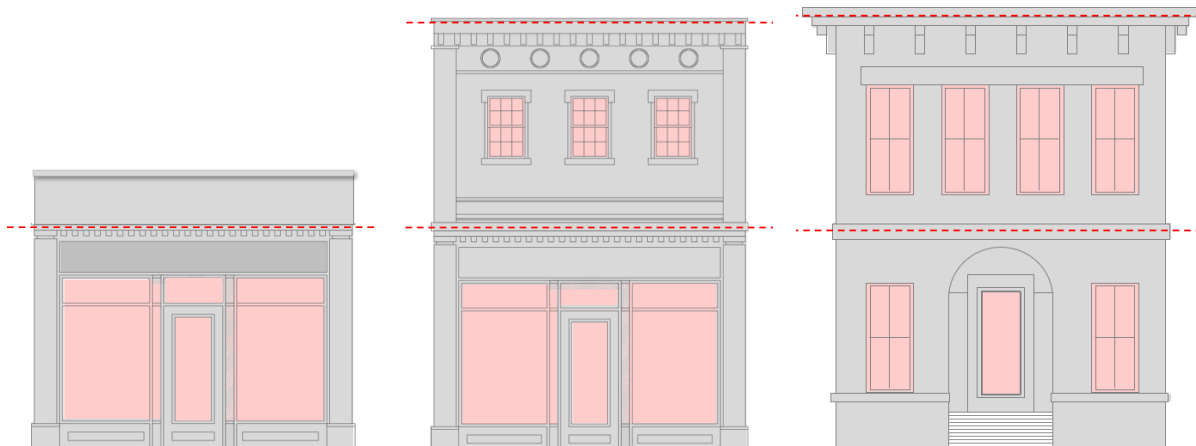
All building façades fronting a street or public space shall meet the minimum fenestration requirements outlined in **Table XIV-7**. Fenestration refers to the arrangement of windows and doors along a facade. The percentage of fenestration shall be calculated per floor and shall be a total percentage of windows and glass doors (represented in pink in **Figure XIV-33**) along that portion of the façade.

Table XIV - 7. Fenestration Standards

	Ground Floor	Upper Stories
Buildings with storefront	40% min.; 90% max.	15% min.; 50% max.
Other buildings	25% min.; 90% max.	15%; 50% max.

1. Glass block is not considered transparent and shall not count toward the minimum fenestration requirement.
2. Interior shelves or furniture shall not fully or partially block windows used to meet the transparency and fenestration requirements.

Figure XIV - 33. Façade Fenestration



I. Windows

1. Window openings shall include a structural lintel above to express the conveyance of building weight.
2. Windows shall be vertically proportioned or subdivided to appear vertical.
3. Windows and glass doors shall utilize clear glass with no less than 90 percent Visible Light Transmission (VLT, percentage of light that passes through the window) for retail establishments, and 50 percent for office and residential uses.
4. To provide clear views of merchandise in stores and enhance the pedestrian shopping experience, the first-floor windows of all retail buildings facing the street shall remain unblocked for at least 60% of the surface of the window.

J. Building Materials.

Façade materials visible from the street shall be selected based on compatibility with the building style and neighborhood character.

1. Prohibited Façade Materials: Cedar shakes, wood shingles, or shakes; metal/steel walls; corrugated or reflective metal panels (not intended to prohibit metal roofs or architectural accents); unfinished block, textured plywood, mirrored glass, plastic siding, tile (except as an architectural accent), chain link fencing, and polyurethane and polystyrene foam products (except as an architectural accent).
2. Material Changes
 - a. When materials are combined on a building façade horizontally, heavier materials shall occur below lighter materials.
 - b. Changes from one material or color to another along the horizontal direction shall occur at "inside corner" transitions (**Figure XIV-34**).
 - c. Changes in material or color along the vertical direction shall occur at a hard-edge "bump- out" transition which gives materials a surface to terminate against.

Figure XIV - 34. Material or Color Changes



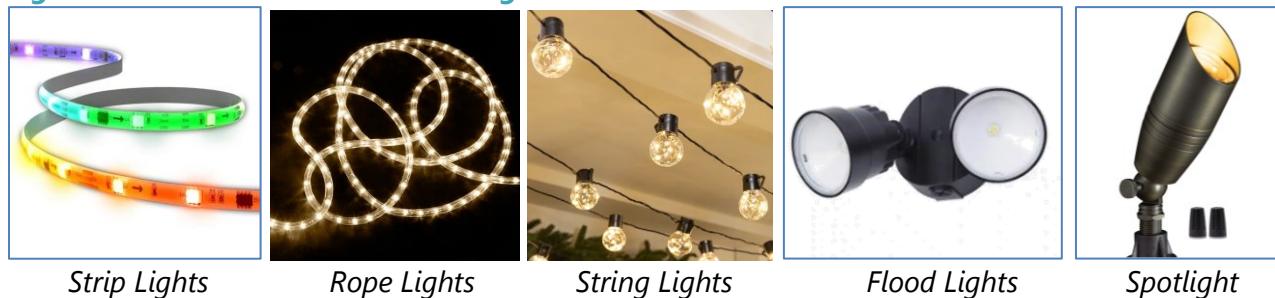
K. Foundation Screening.

Foundations visible between the ground and the base of the building shall be screened with durable materials including painted lattice or brick, wood paneling, stucco, or stone. Additionally, shrubs shall be planted along this foundation line to soften the architectural edge.

L. Accent Lighting

For the purpose of this Form-Based Code, accent lighting refers to strip/rope lights, string lights, and flood/spotlights used to highlight buildings/building features. Rope Lights consist of a series of LED bulbs encased in a flexible, plastic tube. Strip lights consist of a flat flexible circuit board strip with closely spaced LED bulbs. String lights consist of small light bulbs hanging from a string, wire, or cable. Flood lights are broad-beamed lights designed to illuminate a specific area. Spotlights cast a narrow and focused beam of light on a specific area or object.

Figure XIV - 35. Permitted Accent Lights



Strip Lights

Rope Lights

String Lights

Flood Lights

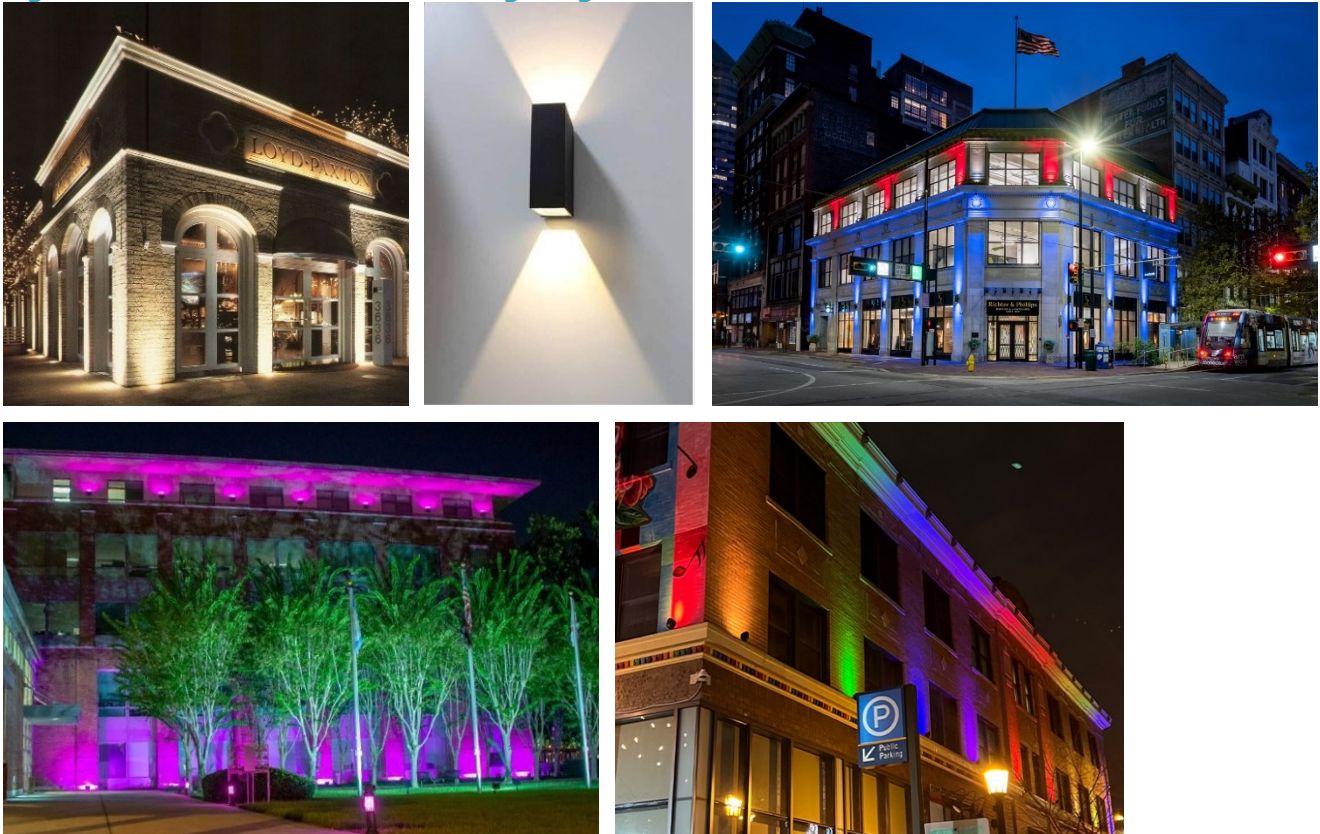
Spotlight

1. Accent lights outlining a building cornice or roof edge are permitted in all zones except the Downtown Core Zone. Lights used to outline windows, doors, or other façade features are prohibited throughout the form-based code area.
2. Flashing or moving accent lights shall be prohibited.
3. Lights that automatically change colors shall be programmed to change at intervals of less than once per hour.
4. Up lights contribute to light pollution in the sky and shall be prohibited. Cut-off fixtures are required.
5. Light intensity, measured at the edge of the lot at five feet above ground level, shall not exceed 3.0 foot-candles. Incandescent lights shall be limited to 75 watts per fixture, fluorescent lights to 20 watts per fixture, and LED lights to 15 watts per fixture.
6. Any light source or lamp that emits more than 900 lumens shall be concealed or shielded with full cut-off style fixture with an angle not exceeding 90 degrees to minimize glare and unnecessary light diffusion onto adjacent properties and streets.
7. Where existing light fixtures cause visible glare to residential uses or motorists on the adjoining public rights-of-way, the fixtures shall be either shielded, redirected, replaced, or removed to eliminate the nuisance.
8. Accent lighting incorporated into a sign shall be counted as part of the sign.
9. Security lighting is excluded from the provisions of this section.

Figure XIV - 36. Permitted Accent Lighting



Figure XIV - 37. Prohibited Accent Lighting



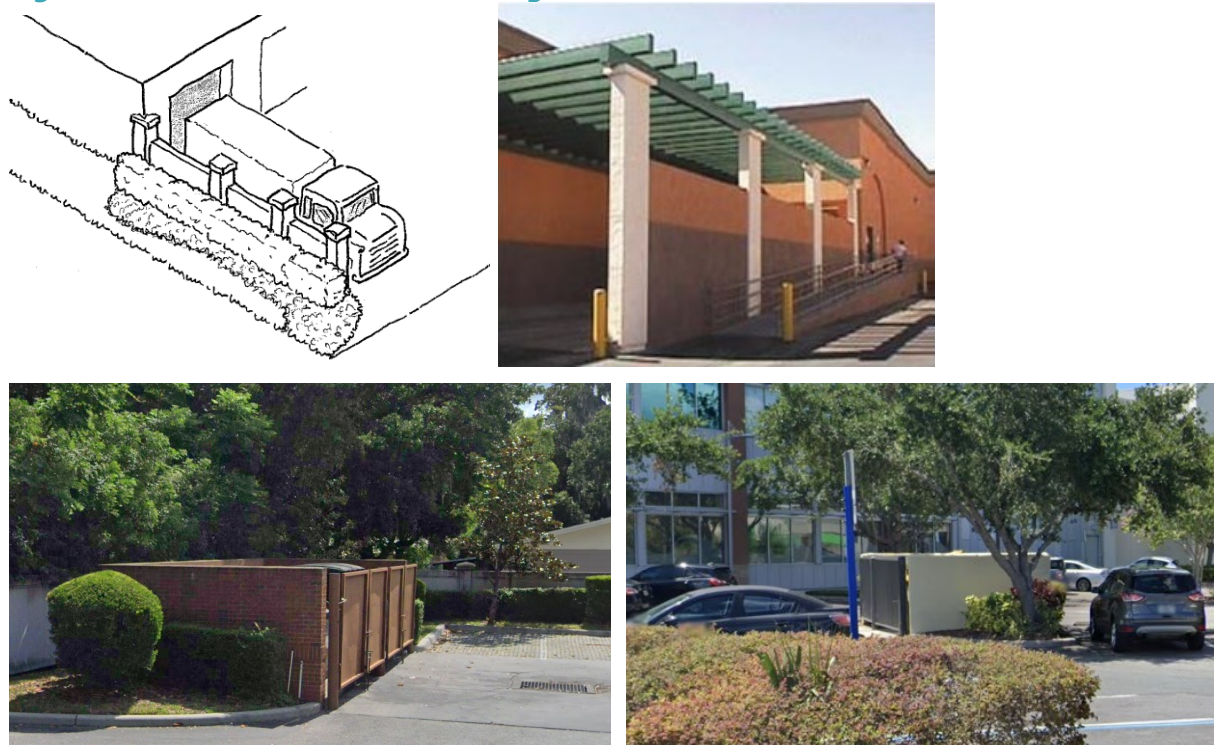
M. Service Areas & Mechanical Equipment

Mechanical equipment, for the purpose of this code, shall include any heating, ventilation, and air conditioning (HVAC) or electrical machinery but also includes air compressors, hoods, mechanical pumps, exterior water heaters, water softeners, utility and telephone company transformers, meters or boxes, garbage cans, storage tanks, generators, geothermal wells, and similar elements. For the purpose of this code, electric vehicle (EV) chargers are not deemed mechanical equipment.

1. New development or major modifications as defined in **Section 117-831.B** will require the placement of utility lines underground, where physically feasible.
2. Service areas, waste disposal containers, mechanical equipment, loading docks/spaces, satellite dishes, air conditioning equipment and similar elements shall be located in the rear or to the side of buildings and screened from view from adjacent public rights-of-way and pedestrian walkways. Dumpsters must meet the standards of **Section 113.246(7)** except that chain link fencing shall not be allowed. The enclosure shall be at least 6 feet high. Where possible, they shall be incorporated into the primary building design (**Figure XIV-38**).
3. Loading docks, overhead doors, and other service features shall not be located within view from residential buildings.

4. Shared loading facilities between adjacent uses are acceptable provided they meet the minimum space size requirements of this Land Development Code and are designed, located, and arranged to be usable by such uses. Share use agreement shall be required.

Figure XIV - 38. Service Area Screening



Dumpsters placed in the rear of the site and screened by walls.

5. If mechanical equipment needs to be located at-grade, and is visible from an adjacent street or sidewalk, it shall be inset into the building façade and screened with doors, a solid fence, or street wall (see **Figure XIV-39**).

Figure XIV - 39. Mechanical Equipment Screening

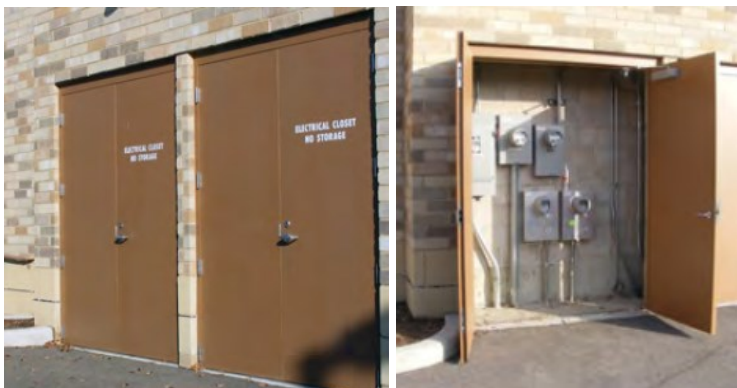


Prohibited (utilities facing street)

Prohibited (not facing the street, but still visible)



Allowed (utilities screened by fence)



Preferred (utilities inset into the building and behind doors)

6. Rooftop mechanical equipment shall be integrated into the overall mass of a building by screening it behind parapets or by recessing equipment into hips, gables, parapets, or similar features (see **Figure XIV-40**).
7. Rooftop equipment shall be set back from the edge of the roof by a distance at least equal to the height of the screening to minimize visibility from surrounding streets.

Figure XIV - 40. Rooftop Units Screening



Allowed



Prohibited

8. Shopping cart storage shall be located inside the building or shall be screened by a four-foot wall consistent with the building architecture and materials.

Section 117-838. Supplemental Site and Building Standards

A. Civic Buildings

Civic Buildings may include, but are not limited to, municipal buildings, religious facilities, libraries, schools, recreation facilities, and places of assembly. These buildings should represent landmarks of the community (see **Figure XIV-41**). Therefore, they shall meet the transect zone standards except for the following provisions:

1. The design and construction of Civic Buildings shall be of the highest quality to reflect the importance of these buildings within the community and with their function as landmarks in mind.

2. The scale of Civic Buildings should typically be larger than surrounding buildings to be more prominent and visible across greater distances.
3. Prominent roof forms and elements such as cupolas can visually extend the height of the building (not the number of stories). These features shall not exceed 20 feet above the T-zone's permitted height limit.
4. No maximum setbacks shall be applied provided the front yard is not used for parking, driveways, or other vehicular use areas and instead is used for public gatherings.
5. Floor-to-ceiling height and architectural details shall be proportionately larger than those of private buildings.
6. Building design requirements may be waived provided the individual facades do not feature large expanses of blank walls and instead incorporate elements consistent with the style. A minimum fenestration of 40% shall be met per façade (not per floor) visible from the public right-of-way.

Figure XIV - 41. Examples of Civic Buildings that stand out as landmarks



B. Gasoline Service Stations

Gasoline service stations may be permitted as shown in **Section 117-3**. However, all new and existing stations undergoing major modifications shall meet the standards of this article and the following provisions:

1. A ground-floor convenience store or service building shall be located in the front of the site (see **Figure XIV-42**) meeting the required setback of the T-zone. All pumps, parking and drive aisles, car wash, and service bays shall be located to the side (interior only) or rear of the main building.
2. A street wall shall be provided to screen vehicular use areas (see **Section 117-840.D** for street wall standards).
3. Accessory car wash structures shall not exceed 20 feet in height (excluding hip or gable roof, if used).
4. Accessory car wash openings, service, and storage areas, and refuse enclosures shall be oriented away from public view.
5. Lighted bands or tubes or applied bands of color (other than permitted as signage) are prohibited.
6. Site lighting shall minimize direct and reflected glare and excess brightness. Therefore, only cut-off fixtures shall be allowed.

Figure XIV - 42. Gas station Orientation



Figure XIV - 43. Service Station Examples



Gas Station main facade with pumps to the side of the building

C. Drive-through Facilities

Drive-through facilities are auto-oriented and, therefore, may only be allowed within the Form-Based Code area if they are listed in **Section 117-3** and meet the standards of this article, including the following:

1. Drive-through lanes and windows shall be located along the side or rear of buildings, away from street frontages (see **Figures XIV-44 and XIV-45**). If the use is located within a building that has a parking garage, the drive through windows/bays shall be located within the garage (see **Figure XIV-46**).

- 2. Remote drive-through facilities (on a site separate from the principal use) shall be prohibited.
- 3. Stacking lanes shall meet the requirements of **Section 113-136** (Standards for drive-up facilities).

Figure XIV - 44. Appropriately designed drive-through sites



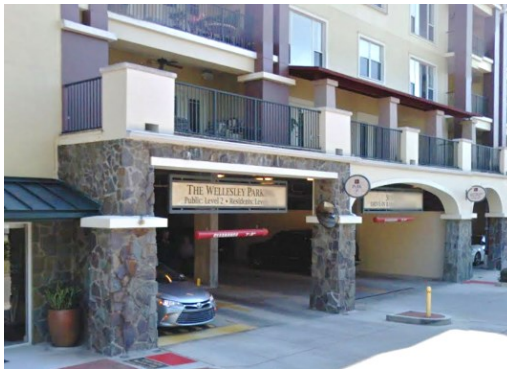
Figure XIV - 45. Exterior Drive-Through Facilities



Examples of appropriate design for drive-through facilities (building up to the street; drive-through window in the rear)

Figure XIV - 46. Interior Drive-Through Facilities





D. Automobile Uses

All principal and accessory structures used for automobile sales, rental, lease, or repair shall meet the setback and frontage requirements of this article, and shall be located and constructed in accordance with the following requirements:

1. The building shall be located close to the street, meeting the setback standards. Vehicle display/storage shall be located to the side or rear of the building.
2. Vehicle repair facilities are not permitted as accessory to any permitted use unless vehicle repair is allowed as a permitted use in the T-zone.
3. Bay openings shall be located to the side or rear of the building (see **Figure XIV-47**) and screened from adjacent single family residential districts.
4. Vehicle display/storage areas should not be visible from the right-of-way and may instead be interior as depicted in **Figure XIV-48**. If they are outdoors and visible from the public right-of-way, the vehicular display/storage areas shall be screened by a street wall (see **Section 117-840.D**) for street wall standards).

Figure XIV - 47. Vehicle Repair Facility



Figure XIV - 48. Auto Sales, Rental, or Leasing Facilities



E. Outdoor Sales

1. *Temporary Sales.* Businesses may receive a permit to use the adjoining/abutting sidewalk for temporary outdoor sales as an accessory use to their business subject to the following:
 - a. The outdoor sales area shall abut the building
 - b. A minimum of five feet from the face of curb to the outdoor sales area shall remain unobstructed.
 - c. The accessory outdoor sales use shall be identified as part of the required business tax receipt.
2. *Outdoor Dining.* Businesses may receive a permit to use adjoining/abutting sidewalks for outdoor dining, provided that:
 - a. A minimum of five feet of the width within the public realm remains unobstructed
 - b. Nothing is permanently affixed to the sidewalk
 - c. The sidewalk is kept clean,
 - d. Furniture and materials are brought inside at the end of each business day.
 - e. The accessory use shall be identified as part of the required business tax receipt.

Section 117-839. Access, Circulation and Parking Requirements

The intent of the following access, circulation, and parking standards is to encourage a balance between pedestrian-oriented development and necessary vehicle storage. Given the developed nature of the downtown, it has been challenging for property owners to redevelop their sites and meet the City's prior land development regulations, particularly regarding parking space requirements. The goal of this section is to balance flexibility and sufficiency in the provision of these facilities within the Form-Based Code area.

A. Access and Circulation.

Vehicular and pedestrian access and circulation shall be provided in accordance with **Chapter 113, Division 4**, and the following provisions:

- 1. It is the intent of the City to minimize the number of curb cuts and driveways along Walnut Street, Orange Avenue, and Ferris Street. Therefore, new access driveways shall not be allowed along those streets, unless there is no alternative access.
- 2. Sites shall be accessed from rear alleys where they exist or can be created or from secondary streets if the lot is located on a corner (see **Figure XIV-49**).
- 3. If no rear alley or secondary street access is feasible, access shall be provided through neighboring properties utilizing cross-access easements (see **Figure XIV-50**). Cross-access easements must be recorded prior to construction plan approval.
- 4. If none of the allowed access options listed are feasible, access from the restricted streets shall be allowed.

Figure XIV - 49. Vehicular Site Access

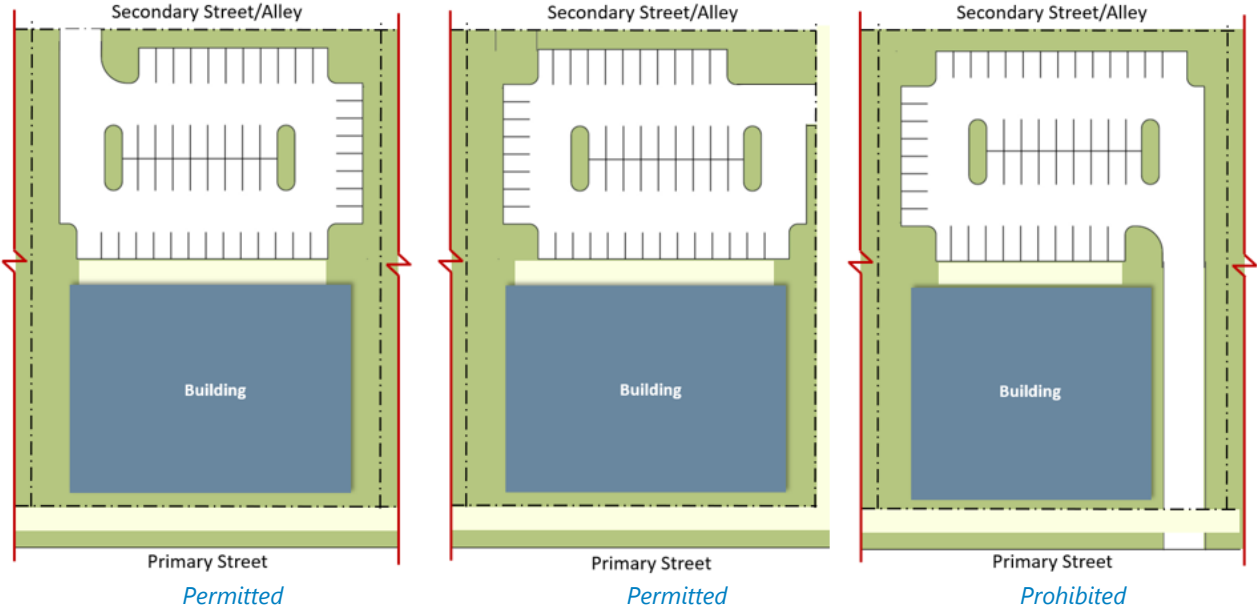
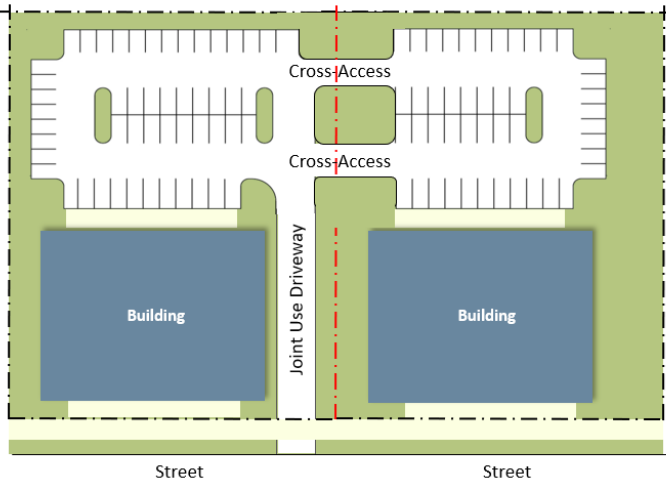
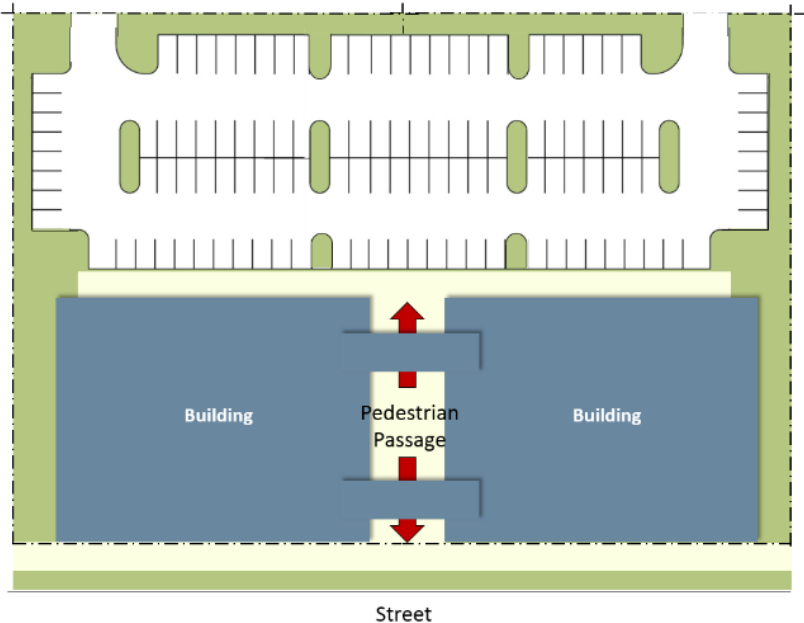


Figure XIV - 50. Joint Use Driveways/Cross-Access.



5. The width of vehicular access driveways in the Form-Based Code area may be reduced to 20 feet for two-way traffic and ten feet for one-way traffic along local streets. No reductions may be approved for access driveways along Orange Avenue or Ferris Street.
6. When connecting to adjacent properties through cross-access easements is not feasible, the proposed development shall still design the site to allow for future connections.
7. Access driveways shall be designed in a way that pedestrians crossing on the sidewalk are safe. This may be achieved by using different colors for the driveway and the sidewalk.
8. Circular drives are prohibited.
9. Direct pedestrian access from the public sidewalk to the building shall be required for all development.
10. Pedestrian connections between parking areas and the main building entrance shall also be provided. This may be achieved through pedestrian passageways (see **Figure XIV-51**) or sidewalks around the building. Pedestrian walkways shall be a minimum of five feet wide.
11. Safe pedestrian connections shall be provided not only along the perimeter of the blocks but also throughout the interior of development sites (non-residential sites only).
12. Pedestrian walkways within the development shall be differentiated from driving surfaces through a change in materials and/or grade elevation.

Figure XIV - 51. Pedestrian Linkages



B. Parking Requirements

1. *Number of spaces.* Parking shall be provided for each use in accordance with the minimum requirements outlined by use in Chapter 113, Article III, except that:
 - a. The applicant may submit a professional parking study showing the need for less spaces than required. The parking study shall be prepared by a professional engineer, architect, or American Institute of Certified Planning (AICP) planner and may use the following sources to justify the reduction: Urban Land Institute, Institute of Transportation Engineering, or other recognized industry standard. It may also include data collected from uses or combinations of uses which are the same or comparable to the proposed use.
 - b. Parking stalls can be reduced to 8.5' in width for up to 25% of the required parking spaces (not including ADA spaces) and shall be designated as "compact" at the head of the parking stall (closest to the drive aisle) using thermoplastic reflective paint that can be seen at night.
 - c. If the provision of the required parking is not feasible, the applicant may elect to pay into a parking fund, if the City adopts such a program.
2. *Location.* Required parking spaces shall be provided in the same lot as the use it serves. However, the following alternatives are also acceptable:

- a. Shared parking is permitted. The amount of parking required is calculated by adding the total number of spaces required by each separate use and dividing that total number by the appropriate factor from the Sharing Factor matrix (**Figure XIV-52**) (e.g., the residential use requires ten spaces while the office portion requires 12 spaces. Independently they would require 22 spaces, but when divided by the sharing factor of 1.4, they would require only 16 spaces). The required number of handicap spaces cannot be reduced. When more than two uses share a parking facility, the lowest number shall be used.

Figure XIV - 52. Sharing Factor
SHARING FACTOR

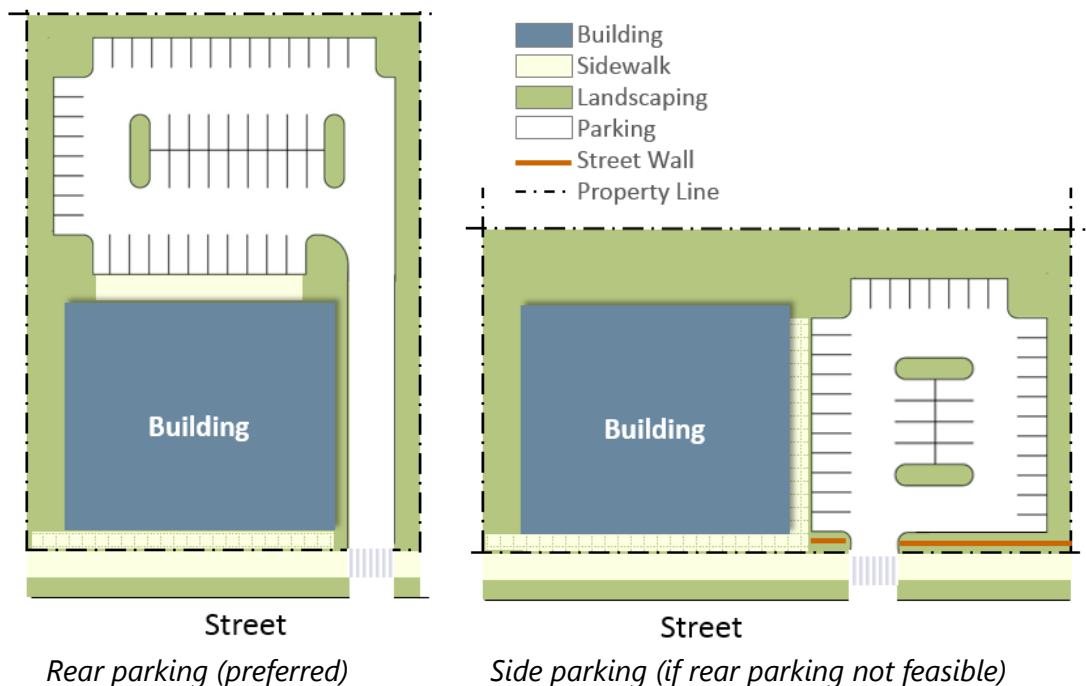
Function	with		Function
RESIDENTIAL			RESIDENTIAL
LODGING			LODGING
OFFICE		1	OFFICE
RETAIL	1.4	1.1	RETAIL
	1.2	1.7	
	1.3	1	
	1.2	1.3	
	1	1.2	
		1	

- b. On-street parking may also be counted towards the parking space requirement if at least 50% of the length of the space is located directly adjacent to the site. On-street parking shall remain open to the public and cannot be reserved or dedicated for private use.
- c. Satellite/off-site parking may also be allowed if located within 1/4 mile of the building's primary entrance. See **Section 113-160** for other requirements applicable to off-site parking.

The use of any of the parking alternatives identified in this subsection shall be subject to the filing of a deed restriction satisfactory to the City attorney ensuring that such off-street parking will be maintained in the future so long as a use or uses requiring such off-street parking or loading continue. If all or a portion of the parking required to serve a use is located on a property under different ownership, the City may require the execution of an agreement among the property owners involved as a precondition to approval of the requested parking alternative and may record such agreement in the title records of the properties involved.

3. *Visibility.* Parking shall be located behind the primary building or, if rear parking is not feasible, to the side of the building. The location of parking to the side of the building, however, does not exempt the development from meeting the building frontage requirements of **Section 117-837.D**. Parking lots located on the side of the building shall be masked from the street by a street wall (see **Section 117-840.D**).

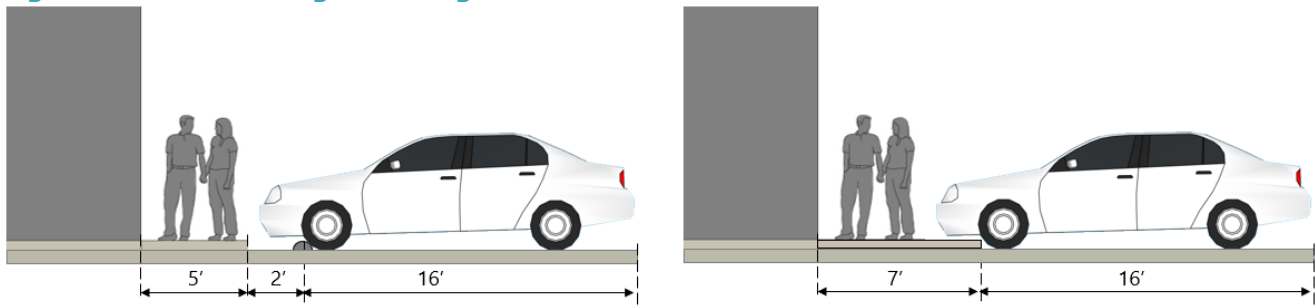
Figure XIV - 53. Parking Location



4. Design.

- Surface parking areas adjacent to a street shall have at least the same setback as the building façade facing the same street and shall be screened by a street wall. See **Section 117-840.D** for street wall requirements.
- Surface parking areas abutting other sites shall be set back the distance necessary to allow for the required perimeter landscaping required in **Section 113-244**. However, parking areas designed to be shared by two or more property owners are not required to provide perimeter landscaping.
- Street facing garages for single family, duplex, triplex, or townhouse units shall be setback at least five feet from the building's front façade and shall not extend more than 50% of the façade width.
- Bicycle racks shall be provided in conjunction with non-residential and multi-family developments.
- Multi-family developments shall provide electric vehicle charging stations to eliminate the possibility of extension cords stretching from residences into parking areas.
- Parking spaces adjacent to an internal sidewalk or walkway shall use wheel stops at least two feet from the edge of the sidewalk so that the width of the sidewalk or walkway is not reduced to less than five feet due to the car overhang. If wheel stops are not used, the sidewalk must be widened by two feet (see **Figure XIV-54**).

Figure XIV - 54. Parking Overhang



5. *Pervious surface.* To mitigate the potential impact of additional impervious parking areas, if a parking area will have sporadic use as a parking lot, the applicant may request a waiver to use turf, block, bricks, pavers, gravel, millings, or an acceptable substitute to stabilize the required parking area, subject to the review and approval of the City. Pervious parking surfaces must comply with the following requirements:
 - a. All required handicap parking spaces shall be designed as required by state law and shall be located to provide easy access to the building.
 - b. The site must not contain soils rated low to medium as determined by the City or having steep slopes exceeding five percent.
 - c. The millings or gravel shall cover the parking area to a minimum thickness of between two and four inches or as otherwise required by the City.
 - d. Landscape timbers or a comparable substitute shall be used to outline and contain shifting surfaces.
 - e. The owner or developer agrees to execute and record a maintenance agreement providing for maintenance, replacement, and repair of the parking area.
 - f. The City may require maintenance of the area and replacement or repair of the parking surface upon inspection and identification of deficient thickness or irregularities in the surface.
 - g. All parking areas shall be appropriately lit under all applicable provisions of this Code.
6. *Existing Non-Conforming Parking Facilities.* There are several sites in the Form-Based Code area with parking spaces that do not meet current code standards in terms of access, location, or size. In these instances, the following standards shall apply:
 - a. In conjunction with the redevelopment of a site, parking facilities that are already located in front of a building that is not being moved or demolished may remain provided the design accommodates a public sidewalk and the parking spaces are determined to be safe by the City. If a public sidewalk cannot be accommodated, the on-street parking will need to be removed.
 - b. Non-conforming curb cuts and driveways will only be required to meet the standards of this section if there is a major modification, as defined in **Section 117-831.B**.

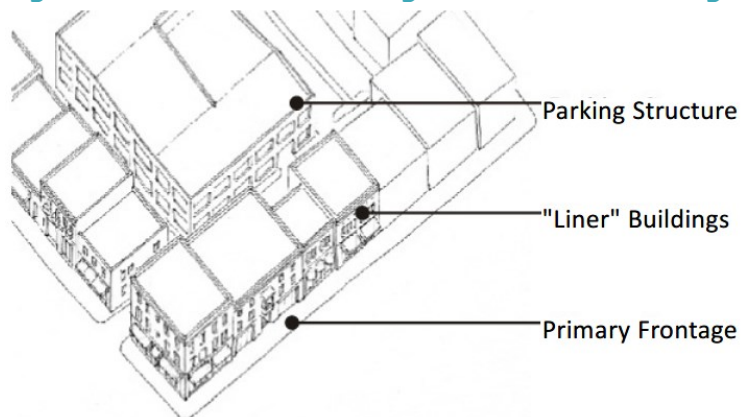
C. Parking Garages

- 1. The first floor of parking garages that front on a street shall be used for active uses (e.g., commercial, office, residential). The commercial uses may be located within a liner building, or as an integral part of the parking garage building (see **Figure XIV-55**). Additionally, liner buildings may be attached or detached from the parking garage (see **Figures XIV-56**).
- 2. Parking garages and liner buildings shall meet the building design standards of **Section 117-837**.
- 3. Direct access to parking garages shall not be provided from Walnut Street or Orange Avenue.

Figure XIV - 55. Parking Garages and Liner Buildings



Figure XIV - 56. Liner Building Detached from Garage

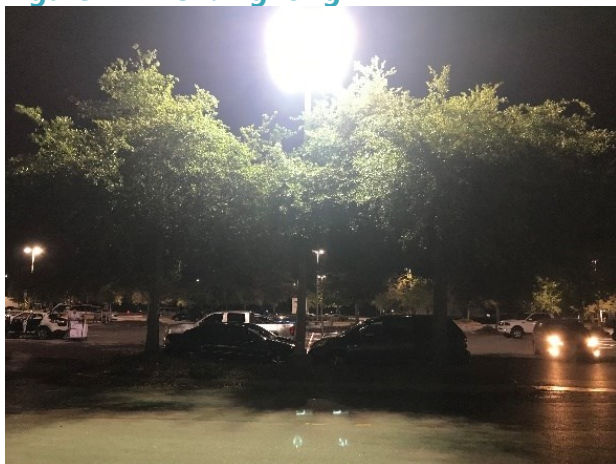


D. Parking Lot and Pedestrian Area Lighting

Parking lot lighting shall meet the standards of **Section 113-160(d)** and the following:

1. The maximum height of any parking lot lighting pole shall be 15 feet.
2. Light fixture cutoffs shall block no less than 85% of light projecting upward.
3. The design, color, shape, style, and materials of the fixtures shall match or complement the style and materials of the buildings on the site.
4. Parking lot light fixtures shall be designed so that light is directed onto the parking area and away from neighboring residential lots (e.g., house side shields). For residential conversions, no additional lighting shall be added that would change the character of the site.
5. The location and species of trees shall be coordinated with the lighting plan so that the trees do not prevent the light from shining down (see **Figure XIV-57**).

Figure XIV - 57. Lighting



Section 117-840. Landscape, Buffers and Screening Standards

Landscaping, buffering and screening shall be provided in accordance with **Chapter 113, Article VI** (Landscaping), except for the following:

A. Landscaping Along the Street and Between Parcels

1. The buildings in the Form-Based Code area are intended to be actively engaged with the street. Therefore, the provisions of this Article supersede the requirements of **Section 113-244(d)** regarding buffers along the street.
2. The landscape strip between parcels required by **Section 113-244** shall be five feet unless the site is adjacent to a single-family zoned property. In such cases, a ten-foot-wide landscaped buffer combined with a brick, stone or concrete block wall shall be required.
3. No landscape strip shall be required between parking areas shared by adjacent parcels.

B. Landscaping Design

1. The use of grass shall be minimized and shall not be planted in strips less than five feet wide.
2. The design of the landscape shall maximize the use of green infrastructure best management practices such as pervious paving, bioretention systems, rain gardens, bioswales, and stormwater planters to slow and treat stormwater runoff while providing multiple additional community benefits.
3. For residential conversions in the Secondary Corridor and Transition Zones, the overall landscaping requirements for surface parking lots may be reduced through the modification of standards process (See **Section 117-832.B**).

Figure XIV - 58. Planters Adjacent to Buildings



C. Street Trees

Street trees shall be provided along parkways and must comply with the following.

1. Street trees shall be canopy trees and must be spaced every 50 feet on center.
2. Planting pits and tree grates are typically used in mixed-use, urban areas with medium to high pedestrian traffic. Tree grates may be integrated within planting pits to protect root balls and prevent soil compaction. Grates shall be expandable for tree growth.
3. Coordination will be required to integrate the placement of street trees, signage, and lighting to ensure that each element complements the other.
4. Street trees along state roads (Orange Avenue and Ferris Street) shall be coordinated with FDOT.

5. Tree species and placement shall avoid branches interfering with vehicle movements.

D. Street Walls

Freestanding street walls are intended to mask vehicular use areas (e.g., parking, drive aisles) from the street and to strengthen the spatial definition of the public realm. They are the only type of wall or fence permitted within the required front and street side yard setbacks.

1. Street walls shall have a minimum height of 2.5 feet and a maximum height of five feet (measured from the elevation of the public sidewalk). The portion of the street wall above 2.5 feet shall be transparent (e.g., wrought iron or similar material). Street walls shall have columns/posts (one foot by one foot minimum) spaced every 24 feet (see **Figure XIV-59**).

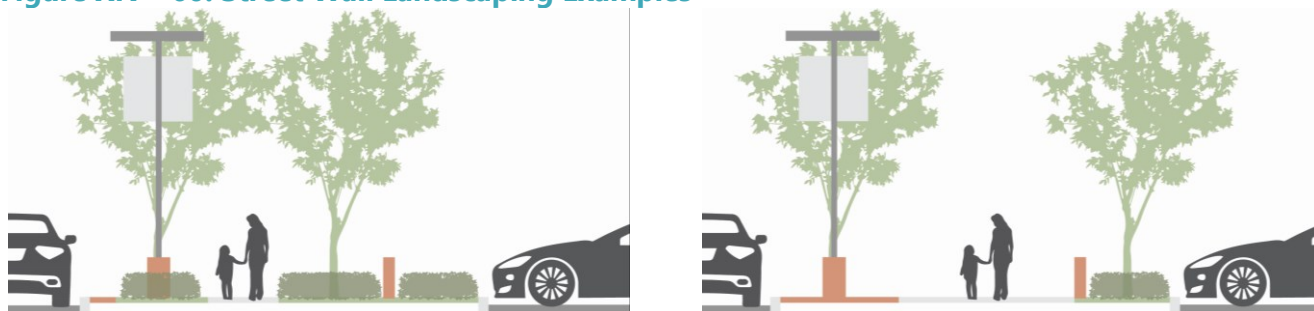
Figure XIV - 59. Street Wall Examples



2. Street walls shall have openings no larger than necessary to allow automobile and/or pedestrian access.
3. Street walls shall be placed in line with the building façade facing the same street.
4. Street walls shall not be permitted within the right-of-way.
5. Street walls shall be constructed of wrought iron, brick, masonry, stone, powder-coated aluminum, or other decorative materials that complement the finish on the primary building. Chain link, wood and PVC street walls/fences shall be prohibited.
6. The area in front of a street wall/fence shall include a landscaped strip with a minimum width of three feet (with ground cover, hedges, or shrubs). This landscape strip may be waived by the Development Services Director if the area in front of the wall is needed to expand the public sidewalk (see **Figure XIV-60**).

7. The area between the street wall and on-site parking shall also include a three-foot wide landscape strip.
8. Understory trees shall be planted in front or behind the street wall at a rate of one tree per 25 feet of wall length. The trees may be waived by the Development Services Director if they conflict with the required or existing street trees.

Figure XIV - 60. Street Wall Landscaping Examples



Section 117-841. Stormwater Management

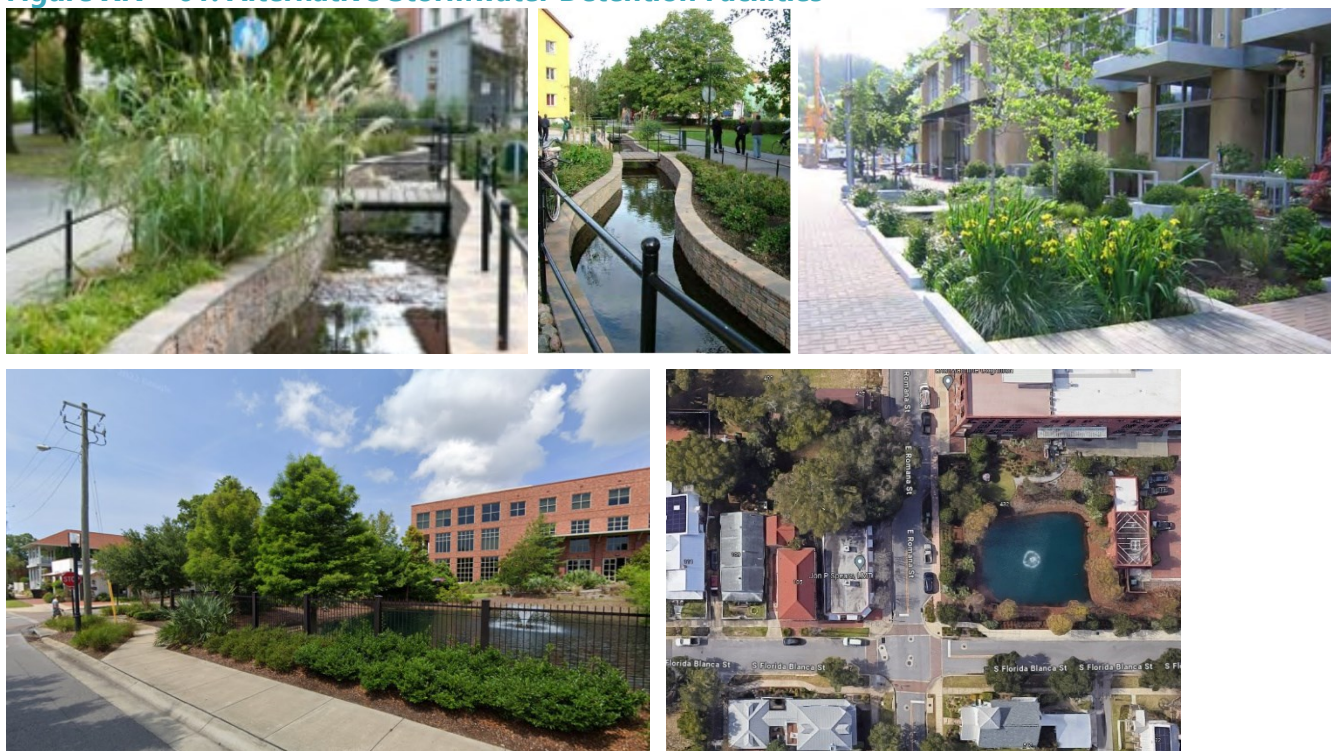
Like parking, it is difficult to comply with stormwater requirements within developed areas such as downtown. While the City can encourage applicants to use alternative methods for stormwater management, it is the regional agencies that establish the minimum regulations. An alternative to providing the required on-site stormwater facilities is a regional system. The City is considering the implementation of such a system. When the system is in place, all new development and major modifications will be required to connect to the master system. In the meantime, stormwater requirements must be met onsite or in shared facilities if approved by the approving authorities. The following standards are intended to integrate stormwater systems into the design of the site and to encourage the use of Low Impact Development (LID) best management practices (BMP).

- A. Where site grading is necessary, it must be done sensibly to ensure that uses on the site can still interact with the public sidewalk. No site shall be elevated more than five steps above the sidewalk grade along the primary street and pedestrian access shall be provided. However, no steps, ramps, or railings shall be permitted to encroach into the public right-of-way.
- B. Exfiltration shall be the preferred method for addressing stormwater. If traditional methods are used, the stormwater system shall be designed to function as a site amenity (e.g., giving the appearance of a stream; providing landscaping, sculptures, and/or walking trails along the edge; channeling the water through the development instead of relegating it to a hidden corner; etc.). Green roofs, rain gardens, rain cisterns, or other green or LID stormwater techniques may be considered site amenities for the purpose of this requirement.



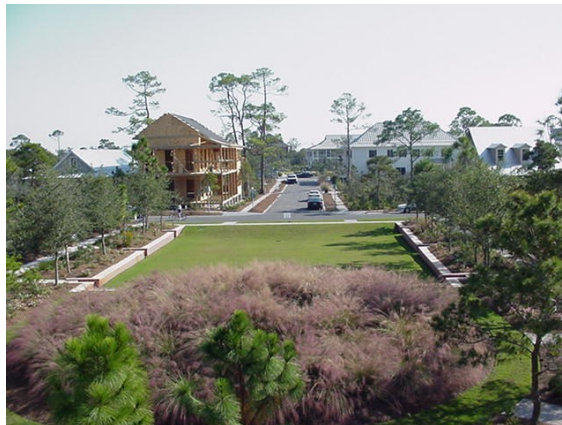
- C. Where the St. Johns Water Management District or City regulations (see **Sections 117-788.C.3.c and 113-223.B.12**) require fencing around a stormwater facility, only ornamental metal fencing will be allowed.
- D. Green roofs shall be permitted for all building types.
- E. Bioretention systems, bioswales, tree filters, or other vegetated stormwater BMPs shall be used for treatment of stormwater runoff from streets, parking lots, plazas, and other impervious surfaces. These vegetated BMPs can include impermeable liners with underdrains to provide water quality treatment where infiltration is not technically feasible due to site contamination concerns.
- F. For new construction and major modifications, retention must be placed in the rear or side yard, not adjacent to the public right-of-way, unless it is integrated into the design and featured as a site amenity, and unless the site has multiple street frontages.

Figure XIV - 61. Alternative Stormwater Detention Facilities



- G. Pervious paving shall be permitted and is encouraged to reduce stormwater runoff volume (see **Section 117-839.B**).
- H. Special detention areas such as parking lots, rooftops (“blue roofs”), parks, plazas, and fields are areas primarily designated for other uses but may be used for temporary infiltration and/or peak rate mitigation during storm events if the requirements herein are satisfied. Special detention areas shall be designed sensitive to land use context, public use requirements, and the following conditions:

1. Temporary ponding storage areas must be located so that ponding will not significantly disrupt typical traffic (pedestrian/bicycle/vehicle) flow, and areas shall be adequately sloped towards outlets to ensure complete drainage after storm events.
2. Special detention areas shall be clearly identified as such and their primary use shall be restricted during storms.
3. Emergency overflows shall be incorporated and designed to prevent excessive depths from occurring during extreme storm events or if the primary flow control structure/structures are clogged. In most cases, the depth of a pond shall not exceed 12 inches.
4. Rooftop storage must consider structural support, HVAC requirements, waterproofing, emergency overflows, and all other building design considerations.
5. Landscaping materials used for high-intensity public uses (e.g., community parks, athletic fields, greens, etc.) shall be located in areas of well-draining soils to guarantee public use is not compromised by excessively wet ground between rain events.



Section 117-842. Signs

Development within the Form-Based Code area shall comply with the sign standards of this section in addition to the dimensional standards contained in **Chapter 125** of the Land Development Code. If any sign standards in this document disagree with the citywide sign code, the standards detailed in this document shall take precedent.

A. Wall Signs



1. Wall signs shall be either a panel or individual letters applied to the wall, shall not extend above the top of the wall where they are located, and in the case of two-story buildings, they shall be placed between the first and second floor windows. Cabinet signs and signs painted directly onto the façade are not allowed. Push through signs, however, are allowed.
2. Wall signs shall not extend closer than two feet to the side edges of the façade.

B. Projecting Signs



1. Projecting signs may be read horizontally or vertically.
2. The sign may extend into the front or street side building setback, and the sidewalk provided they are setback four feet from the curb and provide a nine-foot clearance over the sidewalk.
3. Signs shall not obscure architectural details such as windows, cornice, decorative brickwork and storefronts. No portion of a sign shall extend below the lowest point of the roof or above the top edge of the parapet of the building to which it is attached.

C. Canopy Signs



1. Canopy signs may be suspended from, attached to, supported from, or form a part of a canopy.
2. The sign may extend into the front or street side building setback, and the sidewalk provided they are setback four feet. from the curb and provide a nine-foot clearance over the sidewalk.
3. Canopy signs shall not exceed 75 percent of the width of the canopy. They are allowed to be placed fully or partially above or below the edge of the canopy (see figure above), provided the sign consists of individual letters (as opposed to a panel). Canopy signs are also allowed to hang from the bottom of the canopy facing the street.

D. Awning Signs



1. Awning signs may be painted, silk-screened, stitched on, imprinted on, or otherwise applied directly onto the fabric of the awning.
2. Awning signs may extend into the front or street side building setback, and the sidewalk provided they are setback four feet from the curb and provide a nine foot clearance over the sidewalk.
3. Awning signs may extend up to 75% of the width of the awning but shall not cover more than 30% of the surface of the awning facing the street.
4. Awning signs are only allowed on the vertical portion of the awning. They are not allowed on the sloping or curved section.

E. Hanging Signs



1. Hanging signs placed under a canopy, awning, or arcade, perpendicular to the building façade, are not intended to be seen by motorists.
2. Hanging signs shall provide a 9-foot clearance over the walkway.
3. Hanging signs shall not count toward the maximum sign area allowed, provided they are placed under the awning or canopy, perpendicular to the building, and near the front door of the business. Such signs shall have an eight-foot minimum vertical clearance as measured from grade to the bottom of the sign, and a maximum height of two feet.

F. Window Signs



1. Window signs may be affixed to, or painted (silk screen, vinyl letters, gold leaf, hand painted or neon) on either the face of a window or glass door that leads to the exterior of the building.
2. Window signs shall not occupy more than 25% of the glass window or door and may be allowed for first and second story businesses.

G. Freestanding Signs

1. Freestanding signs are only allowed where the building or street wall are located more than ten feet from the public sidewalk, regardless of the zone. Such signs shall meet the following standards (see **Figure XIV-62**):
 - a. The signs shall be consistent with the materials and colors of the building.
 - b. Single or double supports are allowed.
 - c. The sign shall not exceed six feet in height.
 - d. The sign shall be no closer than five feet to the building.

Figure XIV - 62. Examples of Freestanding Signs



2. Where the building and/or street wall are located within ten feet from the sidewalk, only street wall signs are allowed as follows.
 - a. Street wall signs shall be placed flat on the street wall facing the street.
 - b. The sign shall not exceed a maximum of 36 square feet.
 - c. The sign shall not exceed a height of six feet measured from the ground (see **Figure XIV-63**).

Figure XIV - 63. Street Wall Signs



H. Additional standards

1. Signs shall not obscure architectural details such as windows, cornice, decorative brickwork and storefronts. No portion of a sign shall extend below the lowest point of the roof or above the top edge of the parapet of the building to which it is attached.
2. Signs may have interior or exterior illumination sources (see **Figure XIV-64**). Signs with interior illumination are limited to individual letters or push-through lettering. There shall be no illuminated signs facing a single-family home. Existing cabinet signs that change messages shall have opaque backgrounds.

Figure XIV - 64. Permitted Sign Illumination





Section 117-843. Development Bonuses

The bonus program is established to encourage the location of higher density/intensity development at places where they will not have a negative impact on single-family residential sites, and to encourage the provision of amenities that would benefit the community as a whole. The density/intensity shall not exceed the maximum noted in the corresponding future land use category and the maximum building height noted in **Table XIV-4**.

A. Improvements Eligible for Bonuses

1. *Vertical Mixed-Use*. Developments that include a vertical mix of residential and commercial or office are entitled to the maximum building height allowed with the bonus. The development shall meet the definition of mixed-use (see **Section 101-5**).
2. *Affordable Housing*. Developments with at least 25% of its residential units deemed affordable, as defined in **Section 105-7**, are entitled to the maximum height allowed with the bonus. Such units will be subject to a land use restriction agreement with the City to ensure the units remain affordable for a period of no less than 30 years.
3. *Parking Garages*. If located below or above the residential, commercial or office space, the development is entitled to one additional floor for each floor of the parking garage, not to exceed the maximum allowed with the bonus. The parking garage shall meet the standards of **Section 117-839.C**.
4. *Public Open Space & Amenities*. Developments that include a public open space (urban plaza or park) are entitled to one additional floor above the permitted base height for every 3,000 square feet of continuous public open space, not to exceed the maximum height allowed with a bonus. The urban plaza or park shall not be enclosed, shall be easily accessible by the public, include amenities (landscaping, hardscaping, and furnishing), and be privately-owned and maintained, but open to the public. The public open space shall not be located within required buffers.

Figure XIV - 65. Examples of Public Open Space



B. Review and Approval

1. Requests for bonuses do not require a separate application. They shall be noted on the site plan and shall be reviewed concurrently with the site plan to ensure all other requirements of the Code, including the requirements of this article, are met.
2. Buildings utilizing the bonus system shall not be located within 100 feet from properties zoned for single-family residential use.

Section 2. Repealer. Any ordinances or parts thereof in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

Section 3. Severability. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

Section 4. Effective Date. This Ordinance shall take effect immediately 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 2ND DAY OF APRIL 2024.

CITY OF GREEN COVE SPRINGS, FLORIDA

Constance W. Butler, 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 16TH DAY OF
APRIL 2024.**

CITY OF GREEN COVE SPRINGS, FLORIDA

Constance W. Butler, Mayor

ATTEST:

Erin West, City Clerk

APPROVED AS TO FORM ONLY:

L.J. Arnold, III, City Attorney



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council **MEETING DATE:** April 16, 2024

FROM: Michael Daniels, AICP, Planning & Zoning Director

SUBJECT: Second and Final Reading of Ordinance O-12-2024, regarding a City initiated Zoning Amendment from Central Business District, Gateway Corridor Commercial, Gateway Corridor Neighborhood, and Institutional to Form-Based Code. *Michael Daniels*

BACKGROUND

Pursuant to Ordinance O-11-2024, to create a new Form-Based Code Zoning District (FBC) and repeal the City’s Central Business District zoning within the City’s Downtown area. Staff is proposing to administratively rezone these areas to the Form-Based Code District. The attached map identified areas of the City that will be rezoned to the new zoning district.

Exhibit A - Existing Zoning Map

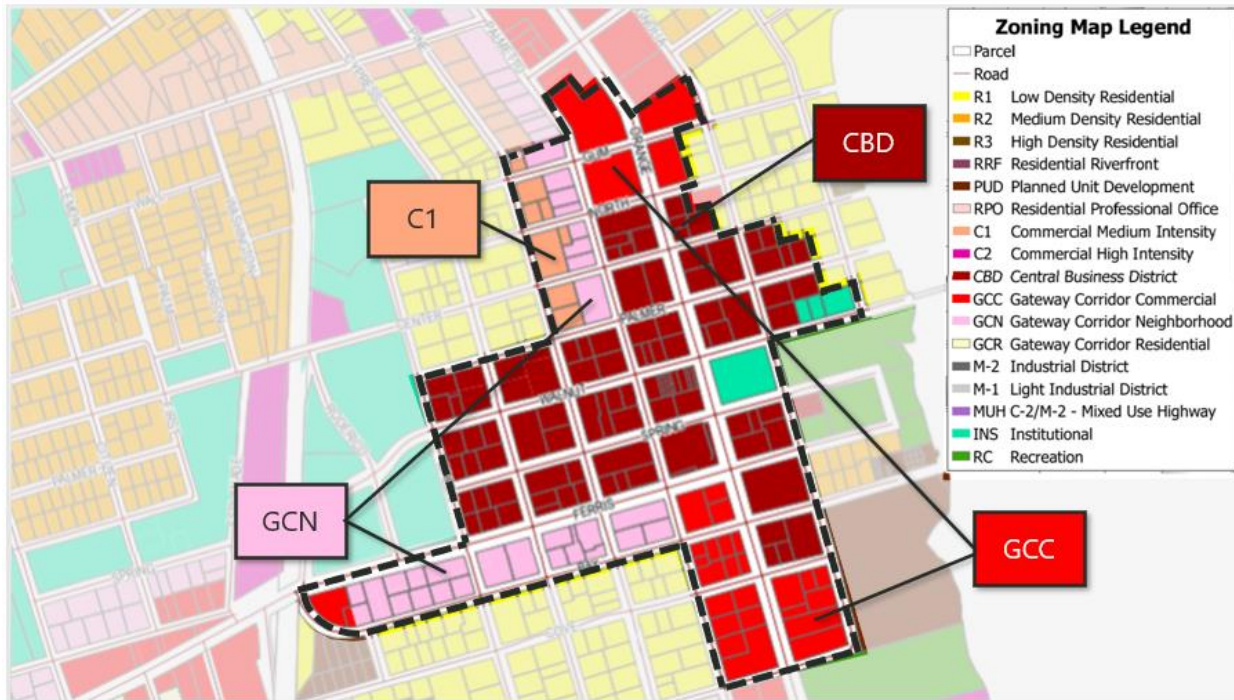


Exhibit B - Proposed Zoning Map

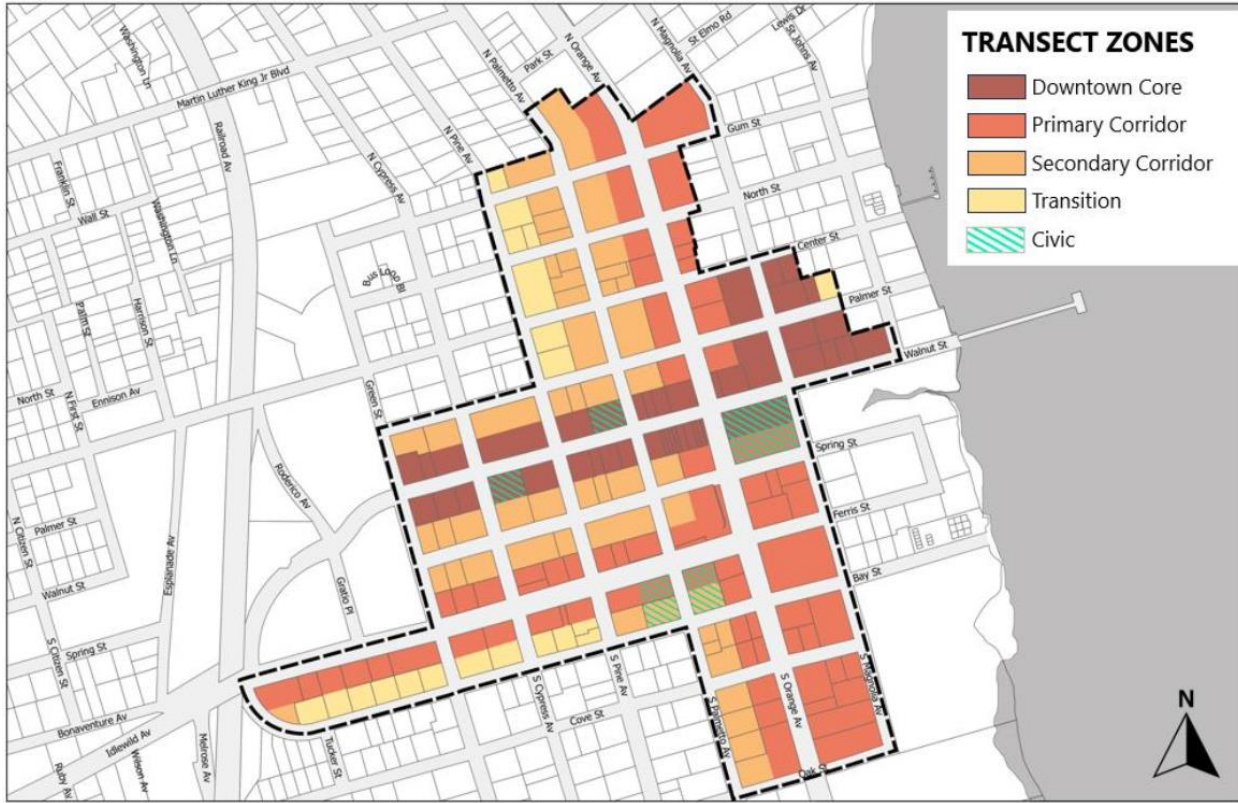
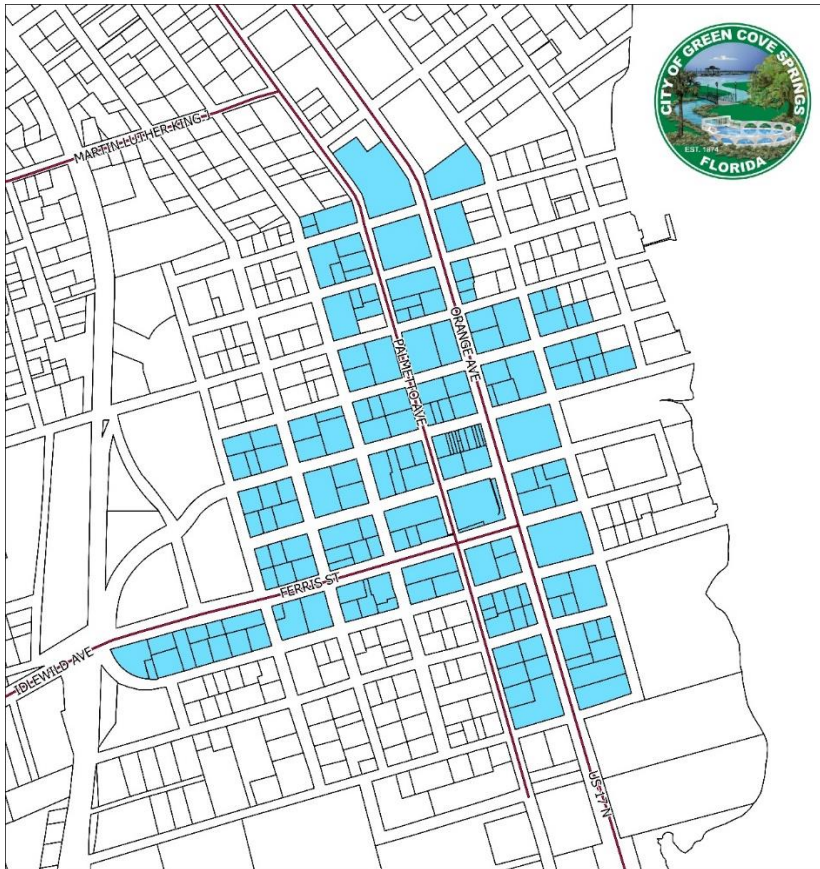


Exhibit C - Parcels Proposed to be Rezoned for Form-Based Code Zoning District



Parcels

017293-001-00	017197-000-00	017235-001-00
017535-000-00	017198-000-00	017236-000-00
017532-001-00	017199-000-00	017238-000-00
017532-000-00	017200-000-00	017239-000-00
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017438-000-00	017521-000-00	017361-000-00
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017440-000-00	017224-000-00	017363-000-00
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017442-000-00	017226-000-00	017368-000-00
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017085-000-00	017232-000-00	017394-000-00
017086-000-00	017233-000-00	017399-000-00
017087-000-00	017234-000-00	017531-000-00
017196-000-00	017235-000-00	017584-000-00

Staff is recommending approval of Ordinance O-12-2024 administratively rezoning the selected parcels shown in Exhibit A, B and C to the newly designated zoning district of Form Based Code.

Attachments include:

- Ordinance O-12-2024

FISCAL IMPACT

N/A

RECOMMENDATION

Motion to recommend approval of the second and final reading of Ordinance No. O-12-2024 to amend the zoning of the property described therein from Central Business District, Gateway Corridor Commercial, Gateway Corridor Neighborhood, Institutional to Form-Based Code.

ORDINANCE NO. O-12-2024

AN ORDINANCE OF THE CITY COUNCIL OF GREEN COVE SPRINGS, RELATING TO THE AMENDMENT OF THE OFFICIAL ZONING MAP; AMENDING THE OFFICIAL ZONING MAP FROM CENTRAL BUSINESS DISTRICT, GATEWAY CORRIDOR COMMERCIAL, GATEWAY CORRIDOR NEIGHBORHOOD AND INSTITUTIONAL TO FORM BASED CODE FOR SELECTED PARCELS, TOTALING 52.36 ACRES IDENTIFIED IN EXHIBIT A, GENERALLY BOUNDED BY JUST NORTH OF GUM STREET TO THE NORTH, THE RAILROAD TRACKS TO THE WEST, OAK STREET TO THE SOUTH AND MAGNOLIA AVE AND EXTENDING TOWARD ST JOHNS AVENUE BETWEEN CENTER AND WALNUT STREET TO THE EAST; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING SEVERABILITY; AND SETTING AN EFFECTIVE DATE.

RECITALS

WHEREAS, an application for a new zoning district designation Form Based Code, has been added to the Official Zoning Map, as described below, has been filed with the City; and

WHEREAS, a duly advertised quasi-judicial public hearing on the proposed amendment was conducted on March 26, 2024 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 quasi-judicial public hearings on April 2, 2024 and April 16, 2024 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 site-specific amendment to the Official Zoning Map 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. Official Zoning Map Amended. The Official Zoning Map is hereby amended by changing the Central Business District, Gateway Corridor Commercial, Gateway Corridor Neighborhood, and Institutional to Form Based Code for the parcel identification #'s set forth in Exhibit B

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 ordinances 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. This Ordinance shall be effective upon its passage and adoption on the second and final reading.

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 2nd DAY OF APRIL 2024

CITY OF GREEN COVE SPRINGS, FLORIDA

Constance Butler, 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 16th DAY OF APRIL 2024.**

CITY OF GREEN COVE SPRINGS, FLORIDA

Constance Butler, Mayor

ATTEST:

Erin West, City Clerk

APPROVED AS TO FORM:

L. J. Arnold, III, City Attorney

Ordinance No. O-12-2024
Page 4 of 5

Exhibit A - Proposed Zoning Map

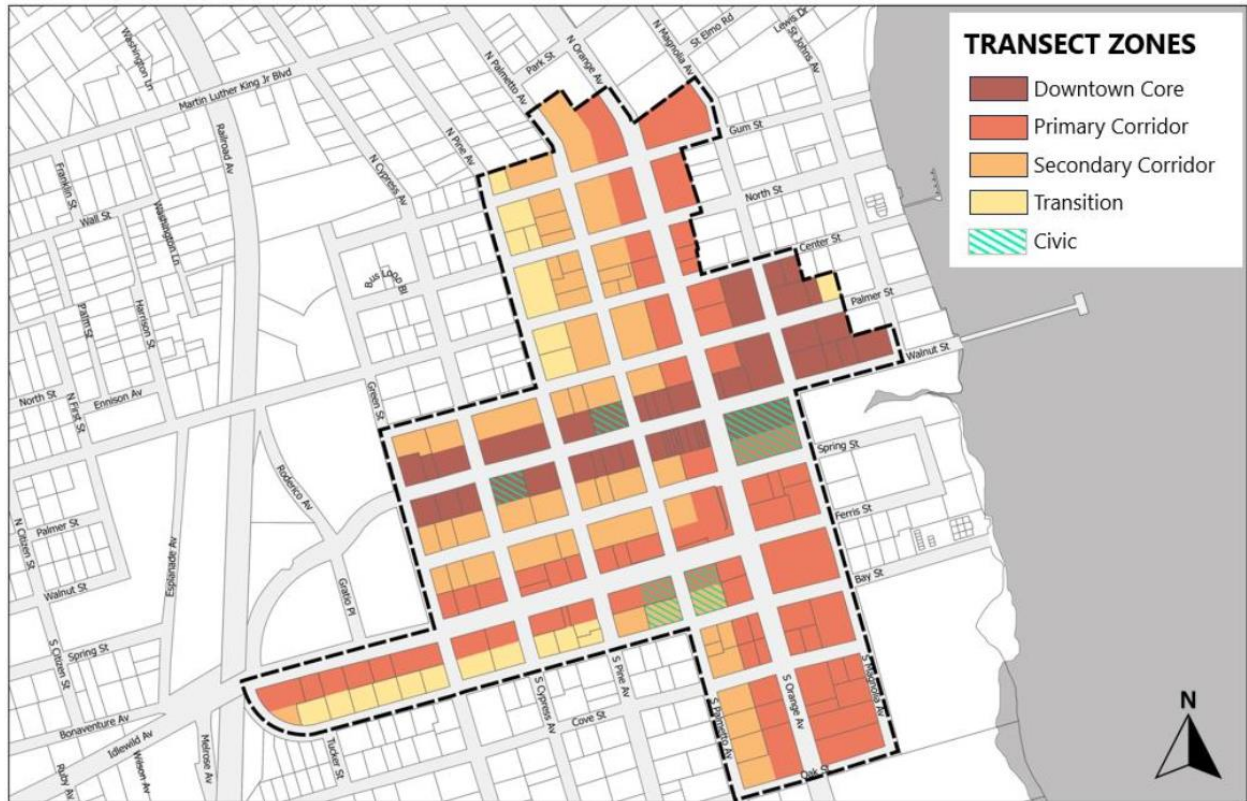
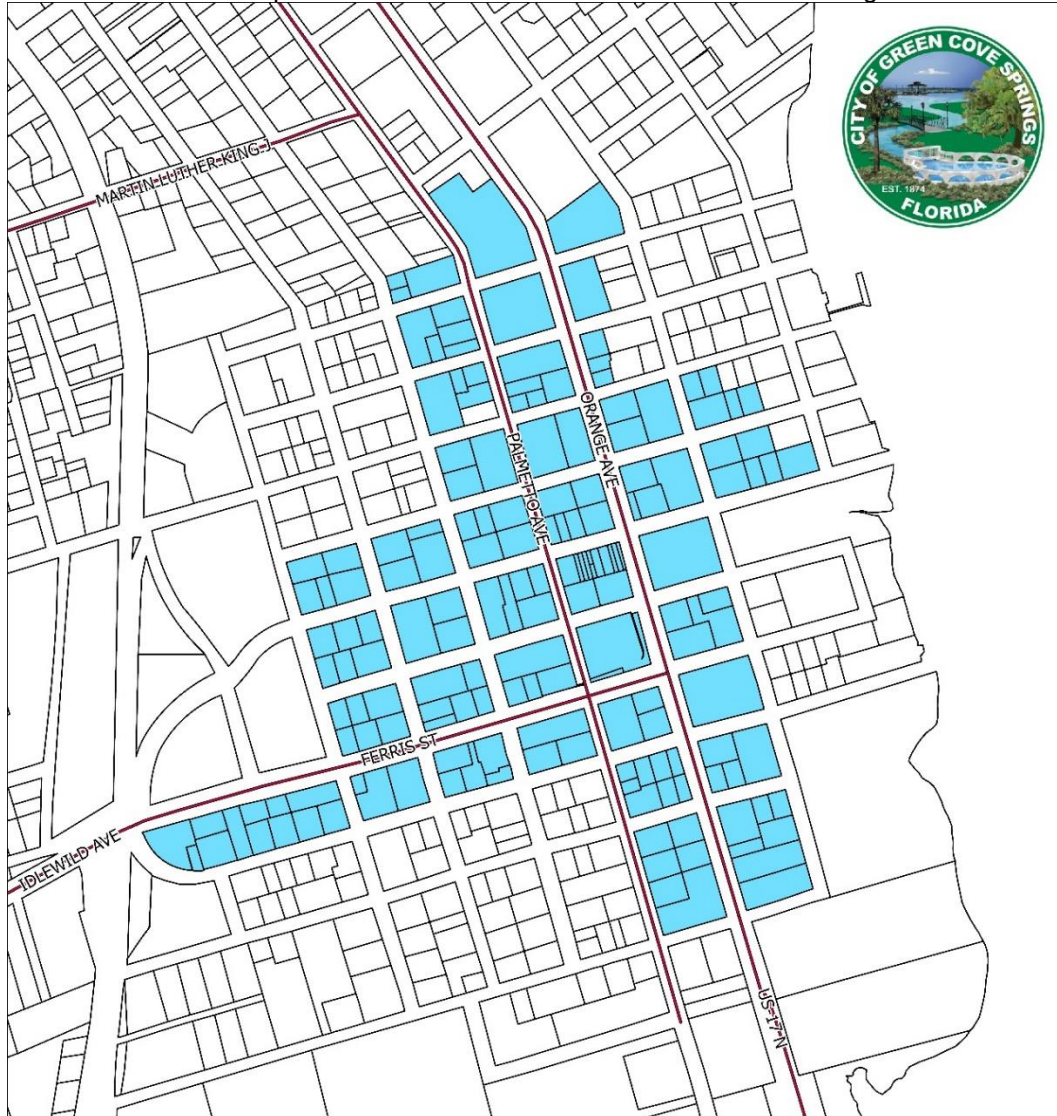


Exhibit B - Parcels Proposed to be Rezoned for Form Based Code Zoning District



Parcels

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017196-000-00	017234-000-00	017531-000-00
	017235-000-00	017584-000-00



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council **MEETING DATE:** April 16, 2024

FROM: Gabriel Barro, Planning and Zoning

SUBJECT: Second and Final Reading of Ordinance O-07-2024 regarding Annexation Application for the Truemont property, approximately 23.37 acres located at 4169 County Road 15A (AX-24-001) -*Michael Daniels*

PROPERTY DESCRIPTION

APPLICANT: Aster Brands **OWNER:** AB Truemont LLC

PROPERTY LOCATION: Bounded on the eastern side of County Road 15A, bounded on the southern side of Manthei Rd

PARCEL NUMBER: 38-06-26-016515-001-00

FILE NUMBER: AX-24-001

CURRENT ZONING: Heavy Industrial (County)

FUTURE LAND USE DESIGNATION: Industrial (County)

SURROUNDING LAND USE

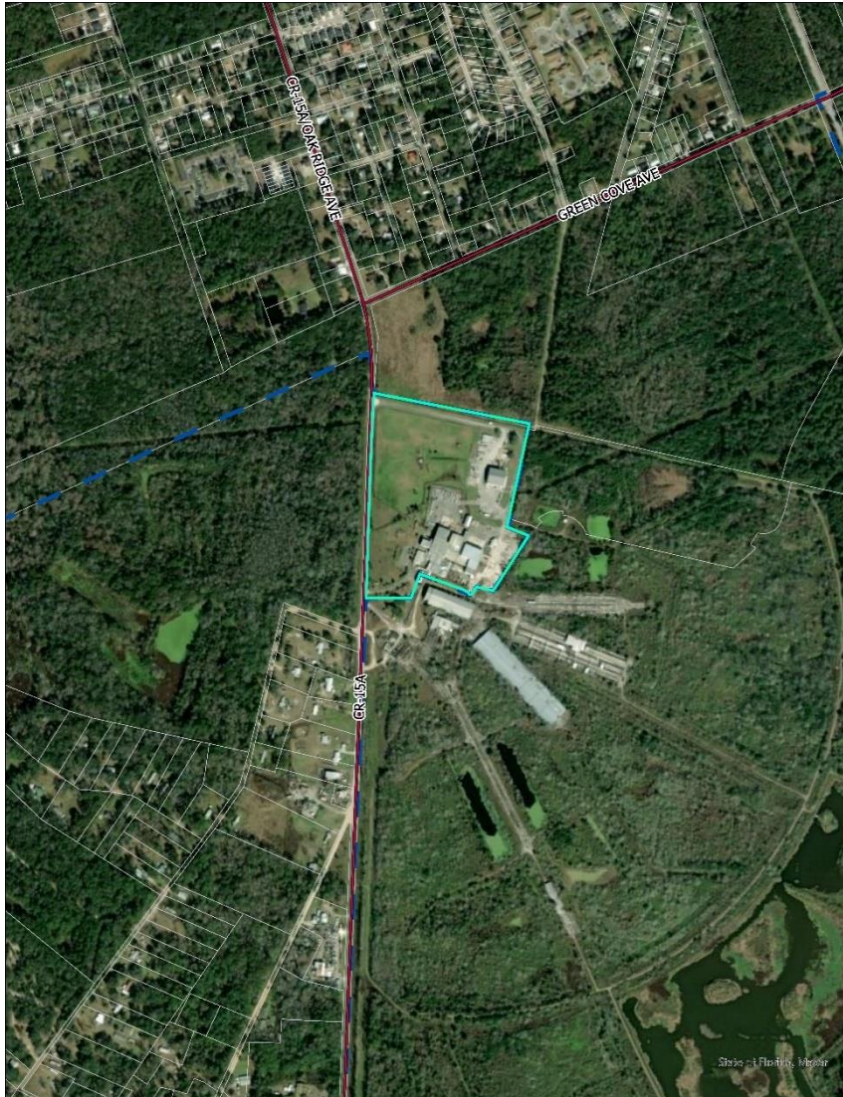
<p>NORTH: FLU: Public Z: Recreation and Conservation (RC) Use: Swamp/Timber</p>	<p>SOUTH: FLU: Neighborhood Z: Planned Unit Development Use: Swamp/Timber</p>
<p>EAST: FLU: Public/Neighborhood Z: Planned Unit Development/RC Use: Swamp/Timber</p>	<p>WEST: FLU: RF (County) Z: Agricultural (County) Use: Timber (County)</p>

BACKGROUND

DEVELOPMENT DESCRIPTION:

The applicant, Aster Brands, has submitted an annexation request for 23.37 acres to annex the subject property into City limits. The property is contiguous to the current municipal boundary, as shown in the following aerial map. The property is bounded by CR 15A on its western edge, the city boundary to the south, east, and west. The site contains Truemont LLC, a company specializing in production of concrete barriers.

AERIAL MAP



The site is located within the City’s Electric Service Boundaries. The site is not located within the City’s water and sewer service boundary.

Additionally, the applicant has submitted the following future land use map amendments and rezoning requests:

Application #	Description
FLUS-24-001	Future Land Use Amendment-Small Scale application
ZON-24-002	Rezoning application

Statutory Requirements for Voluntary Annexation as set forth in State Statute FS 171.044

(1) The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality.

The property owner submitted an annexation petition on February 6, 2024 for the subject property.

(2) Upon determination by the governing body of the municipality that the petition bears the signatures of all owners of property in the area proposed to be annexed, the governing body may, at any regular meeting, adopt a nonemergency ordinance to annex said property and redefine the boundary lines of the municipality to include said property. Said ordinance shall be passed after notice of the annexation has been published at least once each week for 2 consecutive weeks in some newspaper in such city or town.

Notice to Clay County has been provided on February 22nd.

(3) An ordinance adopted under this section shall be filed with the clerk of the circuit court and the chief administrative officer of the county in which the municipality is located and with the Department of State within 7 days after the adoption of such ordinance. The ordinance must include a map which clearly shows the annexed area and a complete legal description of that area by metes and bounds.

(4) The method of annexation provided by this section shall be supplemental to any other procedure provided by general or special law, except that this section shall not apply to municipalities in counties with charters which provide for an exclusive method of municipal annexation.

Pursuant to the requirements set forth in FS 171.044, voluntary annexations are required to be contiguous and reasonably compact as defined by statute which are provided below:

“Contiguous” means that a substantial part of a boundary of the territory sought to be annexed by a municipality is coterminous with a part of the boundary of the municipality. The separation of the territory sought to be annexed from the annexing municipality by a publicly owned county park; a right-of-way for a highway, road, railroad, canal, or utility; or a body of water, watercourse, or other minor geographical division of a similar nature, running parallel with and between the territory sought to be annexed and the annexing municipality, shall not prevent annexation under this act, provided the presence of such a division does not, as a practical matter, prevent the territory sought to be annexed and the annexing municipality from becoming a unified whole with respect to municipal services or prevent their inhabitants from fully associating and trading with each other, socially and economically. However, nothing herein shall be construed to allow local rights-of-way, utility easements, railroad rights-of-way, or like entities to be annexed in a corridor fashion to gain contiguity; and when any provision or provisions of special law or laws prohibit the annexation of territory that is separated from the annexing municipality by a body of water or watercourse, then that law shall prevent annexation under this act.

100% of the eastern, southern, and northern boundary of the property proposed to be annexed is adjacent to the City.

“Compactness” means concentration of a piece of property in a single area and precludes any action which would create enclaves, pockets, or finger areas in serpentine patterns. Any annexation proceeding in any county in the state shall be designed in such a manner as to ensure that the area will be reasonably compact.

Annexation of this property does not create an enclave, pockets, or finger areas in serpentine patterns.

(5) Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves.

Pursuant to FS 171.031:

(13) “Enclave” means:

- (a) Any unincorporated improved or developed area that is enclosed within and bounded on all sides by a single municipality; or
- (b) Any unincorporated improved or developed area that is enclosed within and bounded by a single municipality and a natural or manmade obstacle that allows the passage of vehicular traffic.

The property’s eastern, southern, and northern boundary is adjacent to the City and does not surround adjacent unincorporated property within the City limits.

(6) Not fewer than 10 days prior to publishing or posting the ordinance notice required under subsection (2), the governing body of the municipality must provide a copy of the notice, via certified mail, to the board of the county commissioners of the county wherein the municipality is located. The notice provision provided in this subsection may be the basis for a cause of action invalidating the annexation.

STAFF RECOMMENDATION

Staff recommends approval of the voluntary annexation of 23.37 acres located on CR 15A (parcel #016515-001-00).

RECOMMENDED MOTIONS:

Motion to recommend approval of the Second and Final Reading of Ordinance O-07-2024, regarding the voluntary annexation of 23.37 acres located on CR 15A (parcel #016515-001-00).

APPLICATION FOR ANNEXATION

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

Date of Application February 6, 2024

Name(s) of Property Owner(s): AB Truemont LLC

Physical Address of the property: 4169 CR 15A Green Cove Springs, FL 32043

Number of parcels to be annexed: 1

Parcel Number: PIN: 016515-001-00. Parcel 38-06-26-016515-001-00

Map or Drawing Attached: () YES () NO

At the time of "Application for Annexation"

County Future Land-Use designation: IND County Zoning designation: IB

Proposed City Land-Use designation: Industrial Proposed City Zoning designation: M2 Industrial District

Current use of the property: Industrial Property Size/Acreage: ~ 24 ac.

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

Number of people currently living on property: 0

If commercial use, square footage of building area: please see attached survey-

Intended "Use" of the property: Heavy Manufacturing When: 2024(+)

SIGNATURE PAGE

[Signature] Signature of Property Owner(s) or Authorized
Jacob Mantel Printed Name of Property Owner

3840 Charlevoix Ave, Suite 310
Mailing Address

231 675 4154 Telephone Number(s)
jake@asferbrands.com E-mail address

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

1/31/2024 Date
[Signature] Signature of owner or owner's authorized representative

State of MICHIGAN

County of EMMET

The foregoing instrument was acknowledged before me this 31st day of JANUARY

20 24, by JACOB MANTEL

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

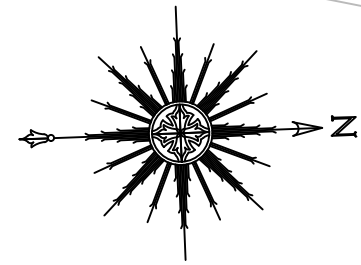
(NOTARY SEAL)

[Signature]
Signature of Notary Public

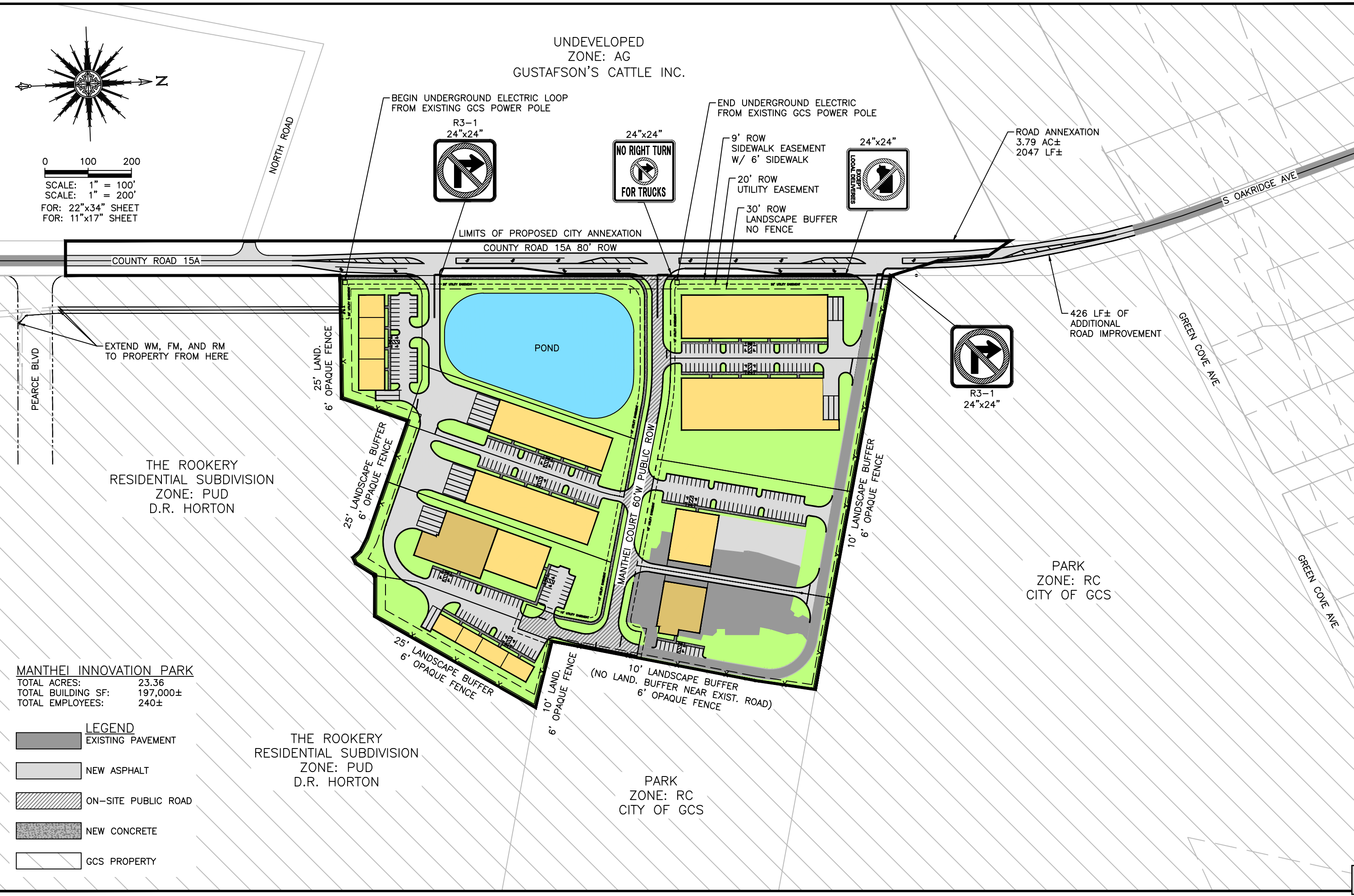
ADAM R. CROSS
Name of Notary



UNDEVELOPED
ZONE: AG
GUSTAFSON'S CATTLE INC.



0 100 200
SCALE: 1" = 100'
SCALE: 1" = 200'
FOR: 22"x34" SHEET
FOR: 11"x17" SHEET



MANTHEI INNOVATION PARK
TOTAL ACRES: 23.36
TOTAL BUILDING SF: 197,000±
TOTAL EMPLOYEES: 240±

- LEGEND**
- EXISTING PAVEMENT
 - NEW ASPHALT
 - ON-SITE PUBLIC ROAD
 - NEW CONCRETE
 - GCS PROPERTY

THE ROOKERY
RESIDENTIAL SUBDIVISION
ZONE: PUD
D.R. HORTON

PARK
ZONE: RC
CITY OF GCS

PARK
ZONE: RC
CITY OF GCS

THE ROOKERY
RESIDENTIAL SUBDIVISION
ZONE: PUD
D.R. HORTON

EXTEND WM, FM, AND RM
TO PROPERTY FROM HERE

25' LAND.
6' OPAQUE FENCE

25' LANDSCAPE BUFFER
6' OPAQUE FENCE

25' LANDSCAPE BUFFER
6' OPAQUE FENCE

10' LAND.
6' OPAQUE FENCE

10' LANDSCAPE BUFFER
(NO LAND. BUFFER NEAR EXIST. ROAD)
6' OPAQUE FENCE

10' LANDSCAPE BUFFER
6' OPAQUE FENCE



BEGIN UNDERGROUND ELECTRIC LOOP
FROM EXISTING GCS POWER POLE

END UNDERGROUND ELECTRIC
FROM EXISTING GCS POWER POLE

ROAD ANNEXATION
3.79 AC±
2047 LF±

9' ROW
SIDEWALK EASEMENT
W/ 6' SIDEWALK

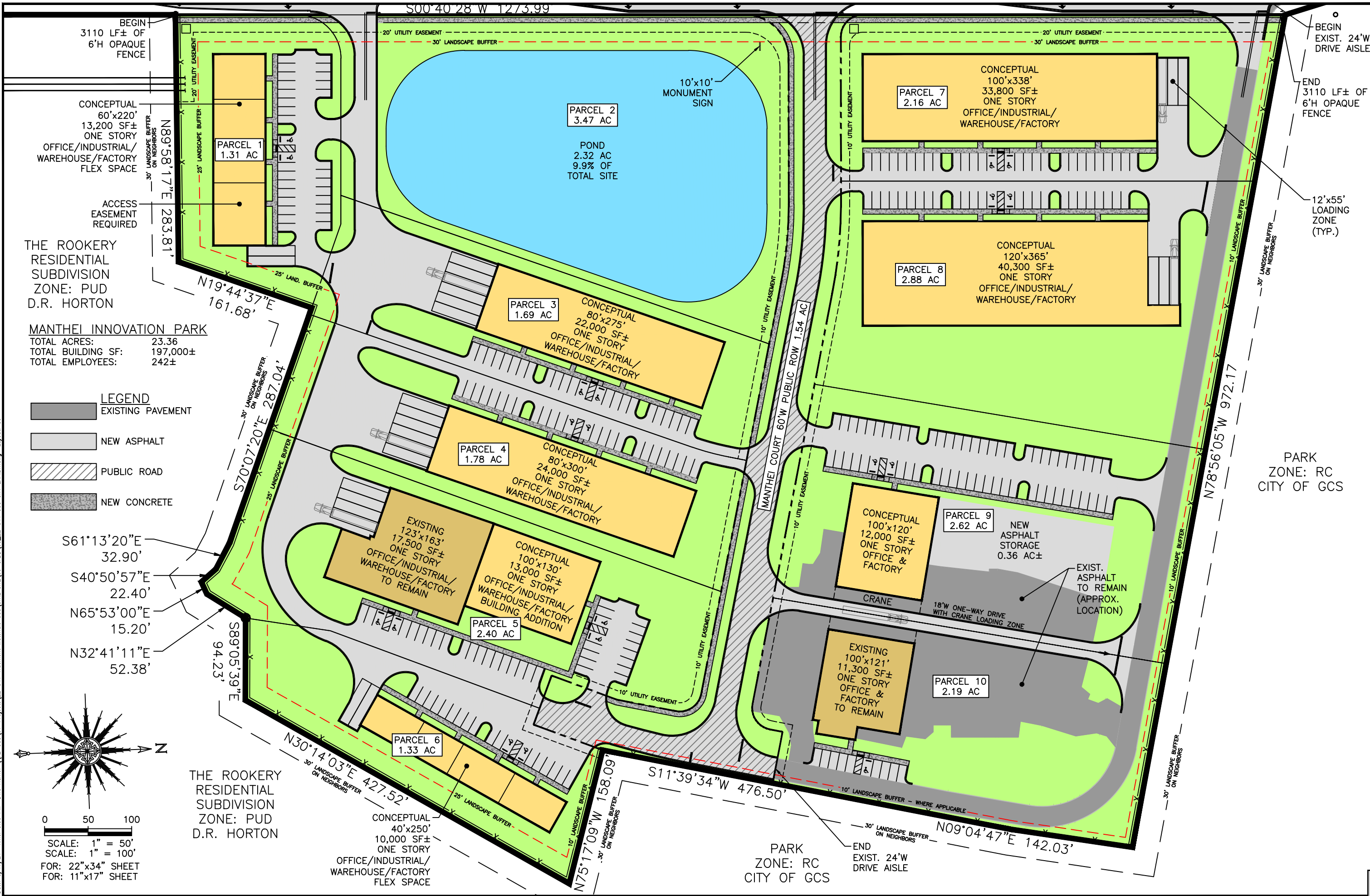
20' ROW
UTILITY EASEMENT

30' ROW
LANDSCAPE BUFFER
NO FENCE

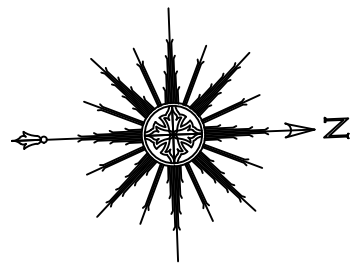
LIMITS OF PROPOSED CITY ANNEXATION
COUNTY ROAD 15A 80' ROW

426 LF± OF
ADDITIONAL
ROAD IMPROVEMENT

Date: 3/17/24 Time: 3:45 PM DWG Name: \\TE-GCS\01-Projects\22-541 TruMont Materials GCS\CML SITE\03-CADD\03_22-541 GCS CITY EXHIBIT.dwg Layout: C4



Date: 3/17/24 Time: 3:55 PM DWG Name: \\E-GCS\01-Projects\22-541 Truemont Materials GCS\CAD\03-22-541 GCS CITY EXHIBIT.dwg Layout: C5



0 50 100
 SCALE: 1" = 50'
 SCALE: 1" = 100'
 FOR: 22"x34" SHEET
 FOR: 11"x17" SHEET

UNDEVELOPED
 ZONE: A
 GUSTAFSON'S CA

Item #4.

TOCOI Engineering, LLC
 714 NORTH ORANGE AVENUE, GREEN COVE SPRINGS, FL 32043
 PH: 904-215-1386 E.B. NUMBER: 26383

ENGINEER OF RECORD
 CHARLES SOMM
 FLORIDA
 REGISTRATION NUMBER:
 79289

SITE IMPROVEMENTS
 FOR
 TRUEMONT MATERIALS
 CONCEPT DESIGN

REVISIONS

PILOT DATE:
 DRAWN BY:
 DESIGNED BY:
 CHECKED BY:
 SCALE:
 JOB NO.:

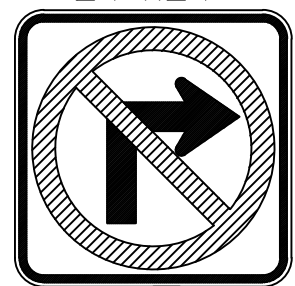
SHEET NO.
 294

Page 294

NORTH ROAD

BEGIN UNDERGROUND ELECTRIC LOOP
 FROM EXISTING GCS POWER POLE

R3-1
 24"x24"



LIMITS OF PROPOSED CITY ANNEXA
 COUNTY ROAD 15A 80' ROW

COUNTY ROAD 15A

PEARCE BLVD

EXTEND WM, FM, AND RM
 TO PROPERTY FROM HERE

25' LAND.
 6' OPAQUE FENCE

BUFFER
 FENCE

POND

20' UTILITY EASEMENT

20' UTILITY EASEMENT

Date: 3/17/24 Time: 3:49 PM DWG Name: \\TE-GCS\01-Projects\22-541 Truemont Materials GCS\CAD\03-CADD\03-22-541 GCS CITY EXHIBIT.dwg Layout: C6

ORDINANCE NO. O-07-2024

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, ANNEXING APPROXIMATELY 23.37 ACRES OF REAL PROPERTY INTO THE CORPORATE LIMITS OF THE CITY; SAID PROPERTY BEING LOCATED AT 4169 CR 15A. DESCRIBING SAID PROPERTY BY METES AND BOUNDS IN EXHIBIT “A”; FINDING THAT ALL THE OWNERS OF SAID PROPERTY HAVE PETITIONED THE CITY PURSUANT TO CHAPTER 171.044, FLORIDA STATUTES, TO VOLUNTARILY ANNEX SAME; FINDING THAT THE PROPERTY IS CONTIGUOUS TO THE EXISTING CITY LIMITS AND REASONABLY COMPACT; PROVIDING FOR REPEALER, SEVERABILITY, AND SETTING AN EFFECTIVE DATE.

WHEREAS, all owners (Jacob Manthei, AB Truemont LLC) of the property subject hereof have petitioned the City to have their property described in Exhibit “A” and as also depicted in the sketch to accompany description attached hereto as Exhibit “B”, to be annexed into the City limits pursuant to Chapter 171.044, Florida Statutes; and

WHEREAS, the City has determined that the property conforms to the requirements of Chapter 171.044, Florida Statutes, for real property to be voluntarily annexed; and

WHEREAS, the City has determined that the property is contiguous to the existing City limits and is reasonably compact; and

WHEREAS, the Clay County Board of County Commissioners has been given due notice as required in Florida Statute 171.044(6); and

WHEREAS, all other notices required by law have been given.

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

Section 1. That pursuant to the provisions of Chapter 171.044, Florida Statutes, the City Council does hereby voluntarily annex the real property described in Exhibit “A” and depicted on Exhibit “B” into the corporate limits of the City of Green Cove Springs, Florida.

Section 2. REPEALER. Any ordinances or parts thereof in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

Section 3. SEVERABILITY. The various parts, sections, and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

Section 4. EFFECTIVE DATE. This Ordinance shall take effect immediately 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 2nd DAY OF APRIL 2024

CITY OF GREEN COVE SPRINGS, FLORIDA

Constance Butler, 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 16th DAY
OF APRIL 2024.**

CITY OF GREEN COVE SPRINGS, FLORIDA

Constance Butler, Mayor

ATTEST:

Erin West, City Clerk

APPROVED AS TO FORM:

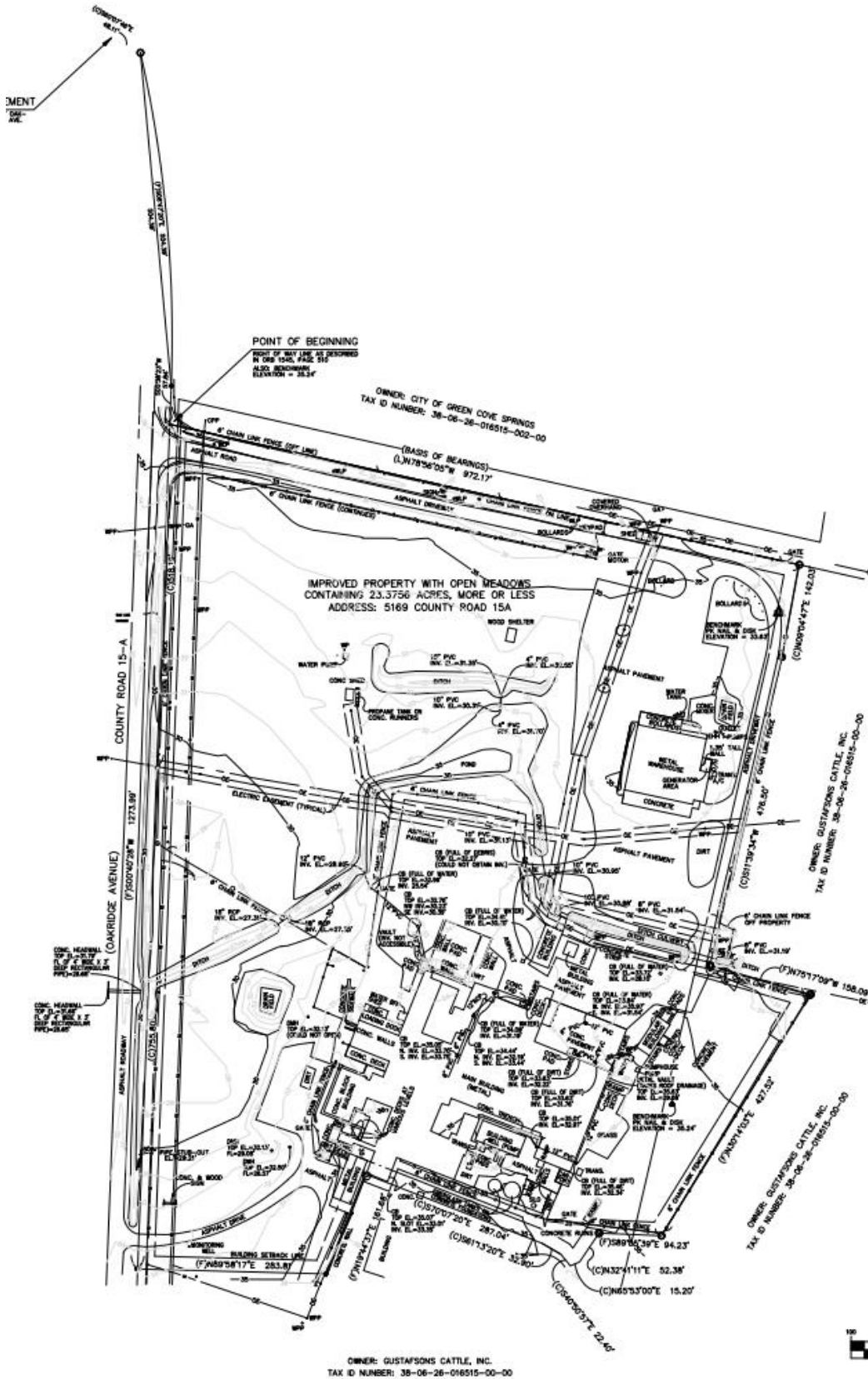
L. J. Arnold, III, City Attorney

EXHIBIT "A"

A tract of land situated in the Bayard Tract; Clay County, Florida, as per plat thereof prepared by Charles F. Smith recorded in Deed Book "J", pages 273 and 274 of the public records of said county, said tract being a portion of Sections 6 and 7- Block 51, Clinch Estate, as per plat thereof by Gould T. Butler recorded in Plat Book 1, pages 31, 32, 33 and 34 of said public records, All lying in the G.I.F. Clark Grant; Section 38, Township 6 South, Range 26 East; Clay County, Florida; said tract being more particularly described as follows:

Commence at the intersection of the centerline of Oakridge Avenue (County Road 15A) with the Centerline of Green Cove Avenue and run South along the centerline of said Oakridge Ave. with a curve concave Westerly, said curve having a central angle of 15 deg 52 min 10 sec, a radius of 1909.86 feet, an arc length of 528.98 feet and a chord bearing and distance of S 07 deg 13 min 41 sec E, 527.29 feet; thence run S 00 deg 42 min 24 sec W, along said centerline, 51.51 feet; thence leave said centerline and run S 78 deg 56 min 05 sec E, 35.58 feet to an iron rod on the Easterly right of way line of said Oakridge Avenue, said right of way as described in Official Records Book 1545, page 510 and page 513 of said public records and the Point of Beginning; thence run S 00 deg 42 min 24 sec W, along said right of way, 518.46 feet to iron pipe at the Northwest corner of said Official Records Book 1545, page 510; thence continue S 00 deg 42 min 24 sec W, along said right of way line and along the West line of aforesaid lands, 755.80 feet to an iron pipe at the Southwest corner of said lands; thence run East along the South line of said lands with the following courses and distances: East 283.81 feet; N 19 deg 48 min 59 sec E, 161.55 feet; S 70 deg 11 min 01 sec E, 287.10 feet; S 60 deg 56 min 01 sec E, 32.90 feet, S 40 deg 33 min 38 sec E, 22.40 feet; N 66 deg 10 min 19 sec E, 15.20 feet; N 32 deg 26 min 40 sec E, 52.20 feet; S 88 deg 48 min 20 sec E, 94.2 feet to an iron pipe at the Southeasterly corner of said lands; thence leave said South line and run N 30 deg 15 min 03 sec E, 428.28 feet to an iron rod; thence run N 75 deg 16 min 14 sec W, 158.18 feet to an iron rod; thence run N 11 deg 45 min 19 sec E, 477.17 feet to an iron rod; thence run N 09 deg 04 min 47 sec E, 142.03 feet to an iron rod; thence run N 78 deg 56 min 05 sec W, 972.65 feet to the Point of Beginning.

EXHIBIT "B"

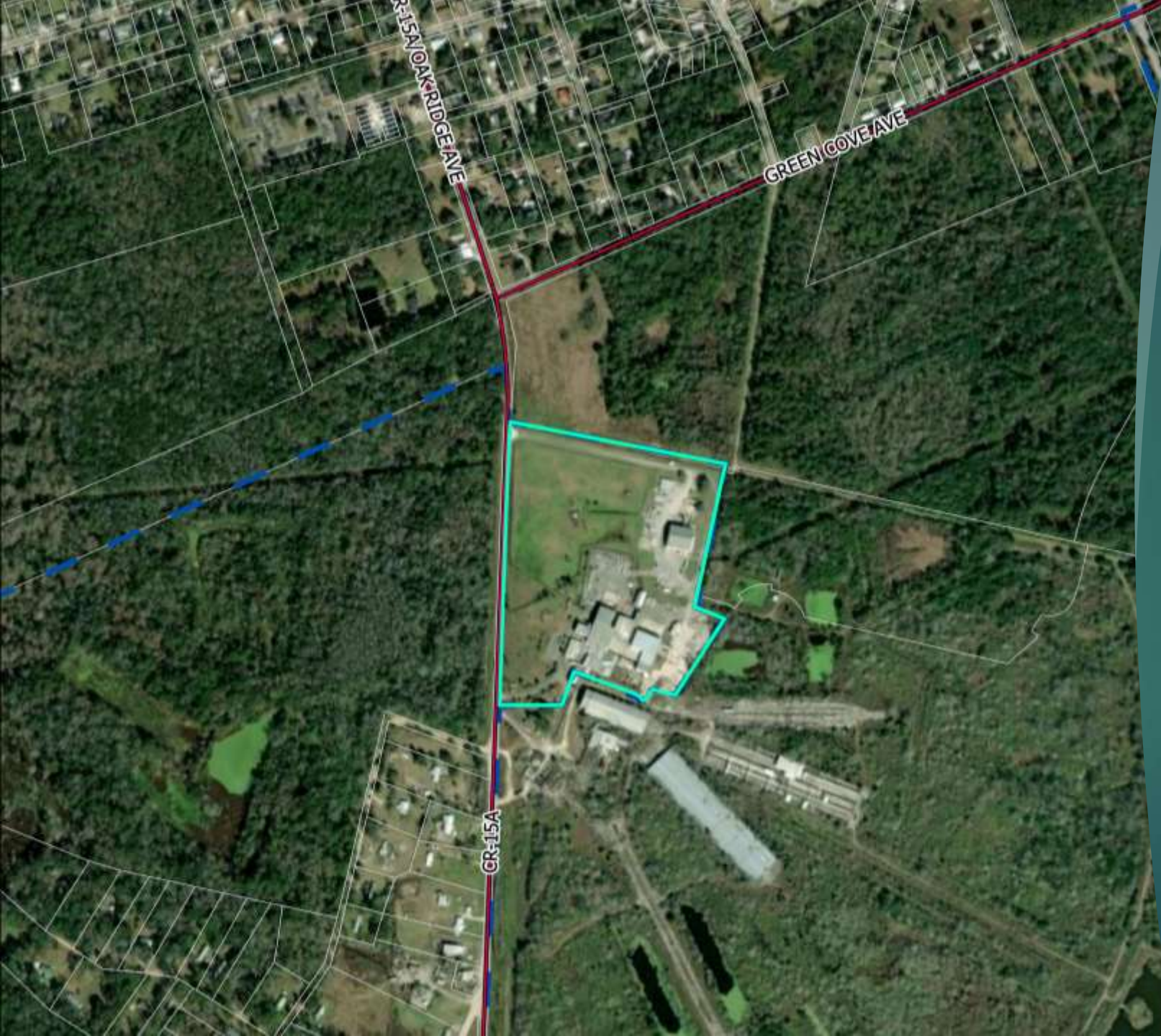


Truemont Annexation, Future Land Use and Zoning Amendment

PROPOSED REQUEST FOR ANNEXATION AND
FUTURE LAND USE CHANGE FROM INDUSTRIAL (COUNTY) TO INDUSTRIAL
ZONING AMENDMENT FROM LIGHT INDUSTRIAL (COUNTY) TO M-2 INDUSTRIAL DISTRICT

Property and Applicant Information

SUBJECT:	A request to annex into the City and to amend the Future Land Use Map (FLUM) and Zoning to Industrial and M-2 Industrial District
APPLICANT/AGENT:	Aster Brands 3890 Charlevoix Ave, Suite 310
PROPERTY OWNER:	Jacob Manthei, AB Truemont LLC
LOCATION:	4169 CR 15A
ACREAGE:	±23.37 total acres (Per application and Clay County Property Appraiser)



Property Location

Statutory Requirements for Voluntary Annexation

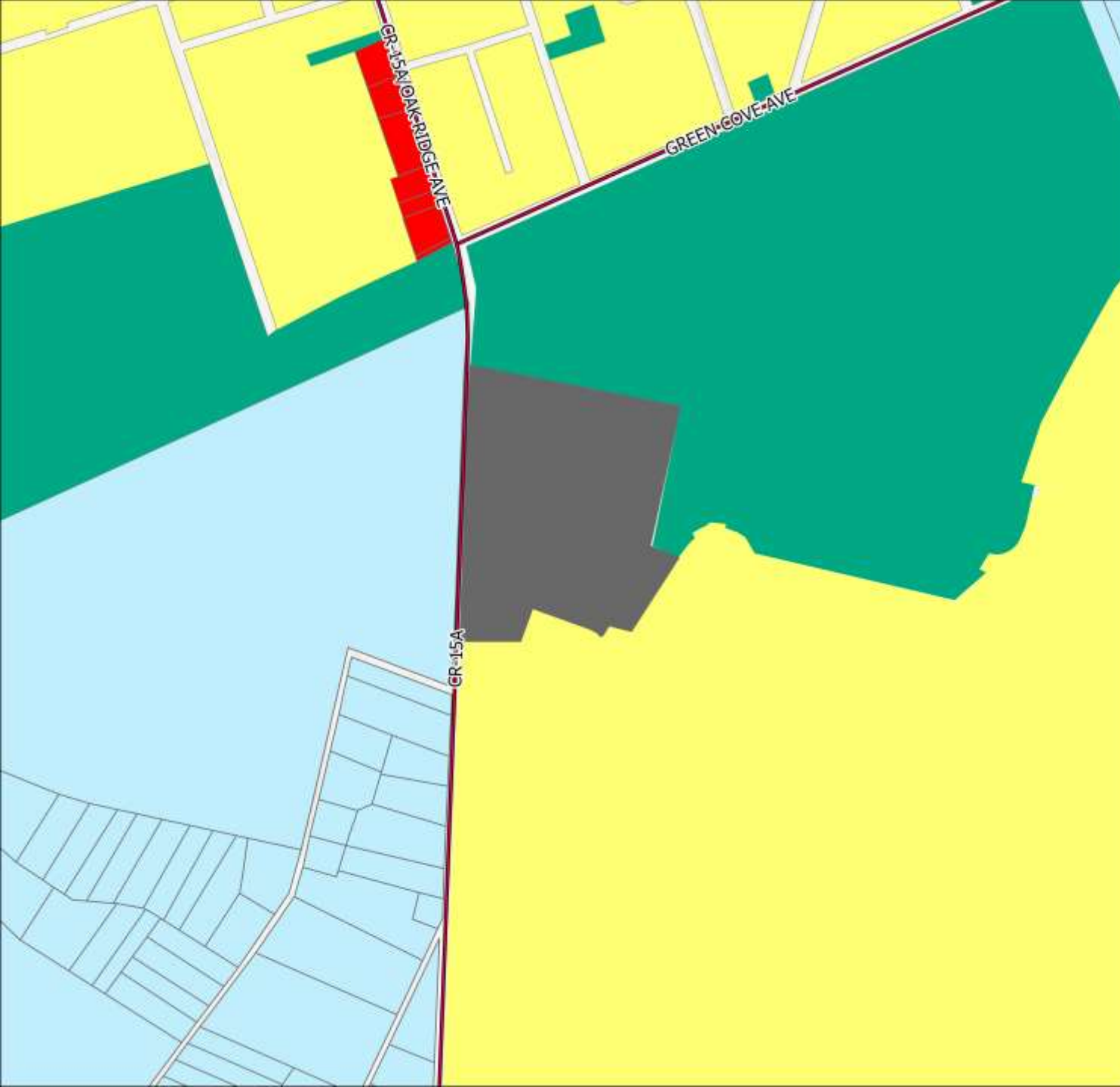
- ▶ Contiguous to the Municipality
- ▶ Compact
- ▶ Does not create an enclave
- ▶ Notification



Legend

Future Land Use

-  Downtown
-  Industrial
-  Mixed-Use
-  Mixed-Use RP
-  Neighborhood
-  Public



Proposed Future Land Use



- Zoning**
- R1 Low Density Residential
 - R2 Medium Density Residential
 - R3 High Density Residential
 - RRF Residential Riverfront
 - PUD Planned Unit Development
 - RPO Residential Professional Office
 - C1 Commercial Medium Intensity
 - C2 Commercial High Intensity
 - CBD Central Business District
 - GCC Gateway Corridor Commercial
 - GCN Gateway Corridor Neighborhood
 - GCR Gateway Corridor Residential
 - M-2 Industrial District
 - M-1 Light Industrial District
 - MUH C-2/M-2 - Mixed Use
 - INS Institutional
 - BC Recreation

Proposed Zoning

Industrial

- ▶ e. Industrial (IND): This FLUC is intended to accommodate primarily light and heavy manufacturing, distribution, and storage, in addition to heavy commercial and professional office uses. iii. Density: NA iv. Maximum Intensity: 0.6 FAR

M-2 Industrial District

- ▶ The M-2 industrial district is intended to be for an industrial park. A variety of industrial and supported uses are allowed.

Impacts on Utilities

- ▶ Transportation: No development plans at this time, however new development will be required to pay the applicable mobility fees
- ▶ Water/Sewer to be serviced by Clay County Utility Authority
- ▶ Stormwater: shall comply with City and St John's Water Management District requirements
- ▶ Electric: Sufficient capacity for electric service
- ▶ Sanitation: Commercial development shall contract with an approved franchisee for the containerized collection.

Intergovernmental Coordination & Economic Development

- ▶ Met with County to discuss proposed annexation, future land use and zoning pursuant to Comprehensive Plan Obj 7.1 and Policy 7.1.1
- ▶ Compliance with all notification requirements regarding annexation notification
- ▶ Provided notice to County and School Board regarding the PZB meeting.
- ▶ Obj 9.5 The City shall collaborate economic development efforts with state, regional and local partners to foster a system of enhanced communication and partnerships within the Northeast Florida region

Compatibility Analysis

- ▶ Currently Land Used Industrial (County) with a Heavy Industrial Zoning Classification.
- ▶ The Subject Property is located adjacent to a Residential Planned Unit Development to the east and south (Rookery) and Gustafson Park, shall provide the required landscape buffering requirements between residential and industrial development.
- ▶ The site shall be constructed to limit truck traffic to enter from and exit to the south so as not to impact Oakridge Avenue to the north and Green Cove Avenue to the northeast.
- ▶ The applicant is proposing to create approximately 250 new jobs at this location and is coordinating with the City to apply for a CDBG Economic Development Grant to upgrade CR 15A.

UNDEVELOPED
ZONE: AG
GUSTAFSON'S CATTLE INC.



0 100 200
SCALE: 1" = 100'
SCALE: 1" = 200'
FOR: 22"x34" SHEET
FOR: 11"x17" SHEET

NORTH ROAD

BEGIN UNDERGROUND ELECTRIC LOOP
FROM EXISTING GCS POWER POLE



END UNDERGROUND ELECTRIC
FROM EXISTING GCS POWER POLE



ROAD ANNEXATION
3.79 AC±
2047 LF±

9' ROW
SIDEWALK EASEMENT
W/ 6' SIDEWALK

20' ROW
UTILITY EASEMENT

30' ROW
LANDSCAPE BUFFER
NO FENCE

COUNTY ROAD 15A

LIMITS OF PROPOSED CITY ANNEXATION
COUNTY ROAD 15A 80' ROW

426 LF± OF
ADDITIONAL
ROAD IMPROVEMENT

PEARCE BLVD

EXTEND WM, FM, AND RM
TO PROPERTY FROM HERE

25' LAND.
6' OPAQUE FENCE

POND



THE ROOKERY
RESIDENTIAL SUBDIVISION
ZONE: PUD
D.R. HORTON

25' LANDSCAPE BUFFER
6' OPAQUE FENCE

MANTHEL COURT 80' W PUBLIC ROW

10' LANDSCAPE BUFFER
6' OPAQUE FENCE

PARK
ZONE: RC
CITY OF GCS

MANTHEL INNOVATION PARK
TOTAL ACRES: 23.36
TOTAL BUILDING SF: 197,000±
TOTAL EMPLOYEES: 240±

- LEGEND**
- EXISTING PAVEMENT
 - NEW ASPHALT
 - ON-SITE PUBLIC ROAD
 - NEW CONCRETE
 - GCS PROPERTY

THE ROOKERY
RESIDENTIAL SUBDIVISION
ZONE: PUD
D.R. HORTON

PARK
ZONE: RC
CITY OF GCS

25' LANDSCAPE BUFFER
6' OPAQUE FENCE

10' LAND.
6' OPAQUE FENCE

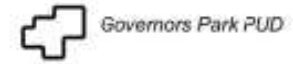
10' LANDSCAPE BUFFER
(NO LAND. BUFFER NEAR EXIST. ROAD)
6' OPAQUE FENCE

GOVERNORS PARK

PROPOSED MASTER DEVELOPMENT MAP

JULY 20, 2021

LEGEND



-  **Town Center District**
-Retail
-Office
-Light Industrial
-Residential
-  **Governors Park District**
-Retail
-Office
-Residential
-  **Springbank District**
-Residential
-Office
-Retail
-  **Oak Ridge District**
-Residential
-Office
-Retail
-  **Open Space / Wetlands**
-  **Open Space / Uplands**
-  **Proposed School Site**
-  **Potential Community Park**

Note: the location, configuration, acreages and use on development parcels, roads, lakes, etc., are conceptual in nature and subject to further refinement upon submission of final development plans.



Staff Recommendation

- ▶ Recommend Approval of the following Truemont Annexation request:

Ordinance O-07-2024

- ▶ Recommend Approval of the following Truemont Future Land Use request:

Ordinance O-08-2024

- ▶ Recommend Approval of the following Truemont Zoning request:

Ordinance O-09-2024



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council **MEETING DATE:** April 16, 2024

FROM: Gabriel Barro, Planning and Zoning

SUBJECT: Second and Final Reading of Ordinance O-08-2024 regarding the Amendment of the Future Land Use of Parcel 016515-001-00, Truemont Property (FLUS-24-001) – *Michael Daniels*
Future Land Use Amendment From: Industrial (County)
To: Industrial

PROPERTY DESCRIPTION

APPLICANT: Aster Brands **OWNER:** AB Truemont LLC, Jacob Manthei

PROPERTY LOCATION: 4169 CR 15A

PARCEL NUMBER: 016515-001-00

FILE NUMBER: FLUS-24-001

CURRENT ZONING: Heavy Industrial (County)

FUTURE LAND USE DESIGNATION: Industrial (County)

SURROUNDING LAND USE

<p>NORTH: FLU: Public Z: Recreation and Conservation (RC) Use: Swamp/Timber</p>	<p>SOUTH: FLU: Neighborhood Z: Planned Unit Development Use: Swamp/Timber</p>
<p>EAST: FLU: Public/Neighborhood Z: Planned Unit Development/RC Use: Swamp/Timber</p>	<p>WEST: FLU: RF (County) Z: Agricultural (County) Use: Timber (County)</p>

BACKGROUND

The applicant, Aster Brands, has submitted an annexation request for 23.37 acres to annex the subject property into City limits. The property is contiguous to the current municipal boundary, as shown in the following aerial map. The property is bounded by CR 15A on its western edge, the city boundary to the south, east, and west. The site contains Truemont LLC, a company specializing in production of concrete barriers.

AERIAL MAP

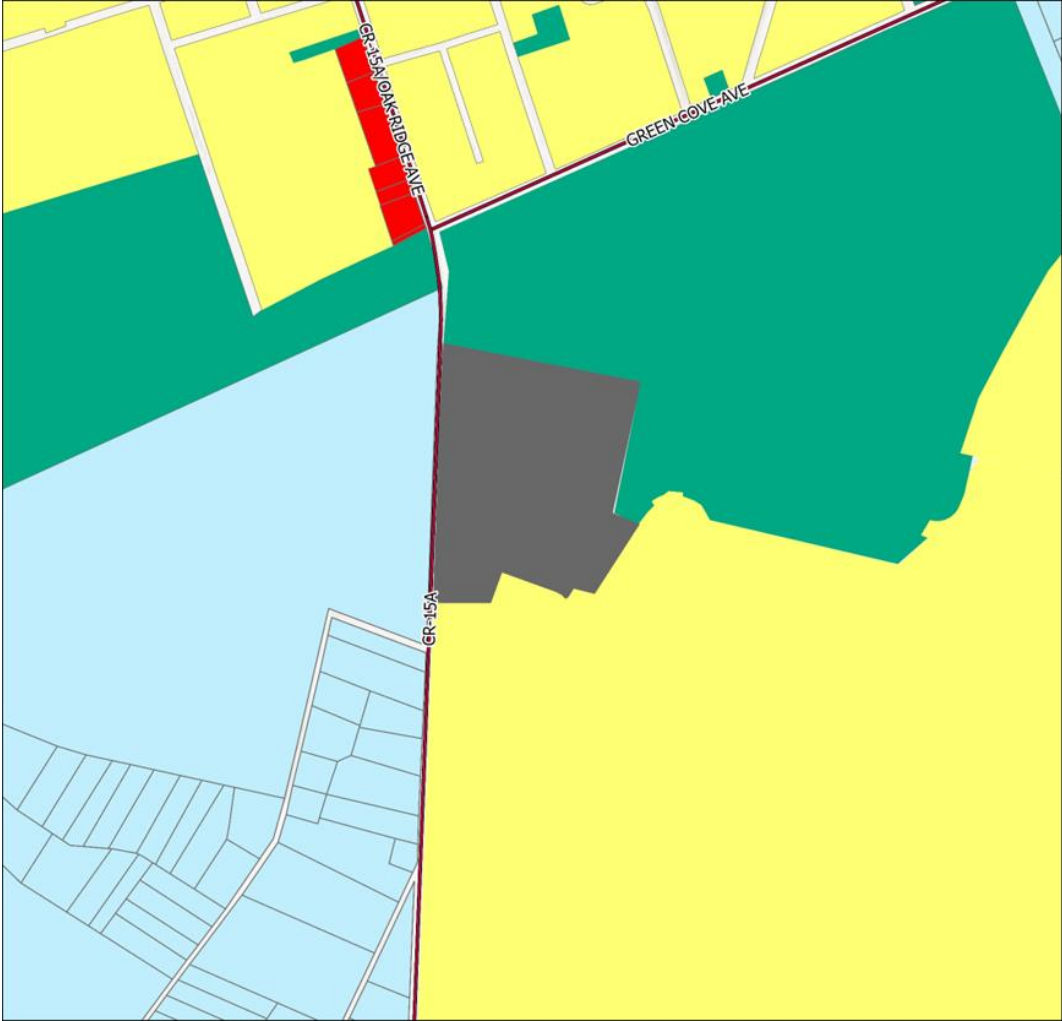


The site is located within the City’s Electric Service Boundaries. The site is not located within the City’s water and sewer service boundary.

Additionally, the applicant has submitted the following annexation and rezoning requests:

Application #	Description
AX-24-001	Voluntary Annexation application
ZON-24-002	Rezoning application

Proposed Future Land Use



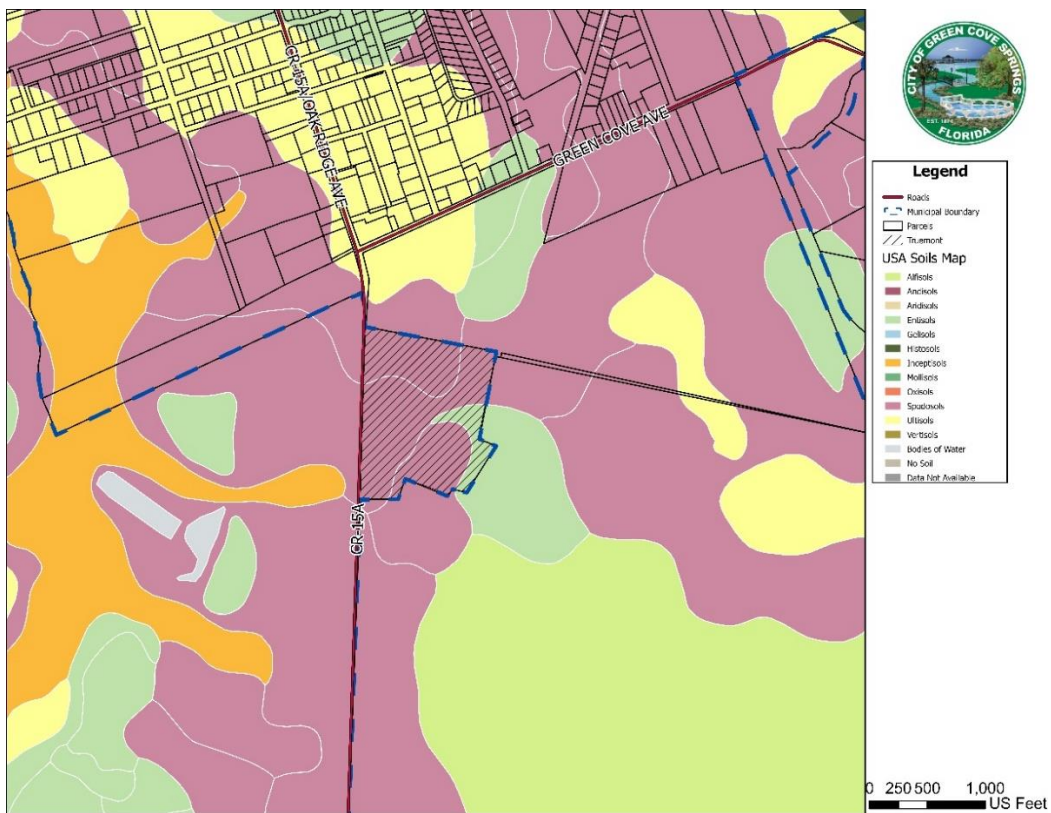
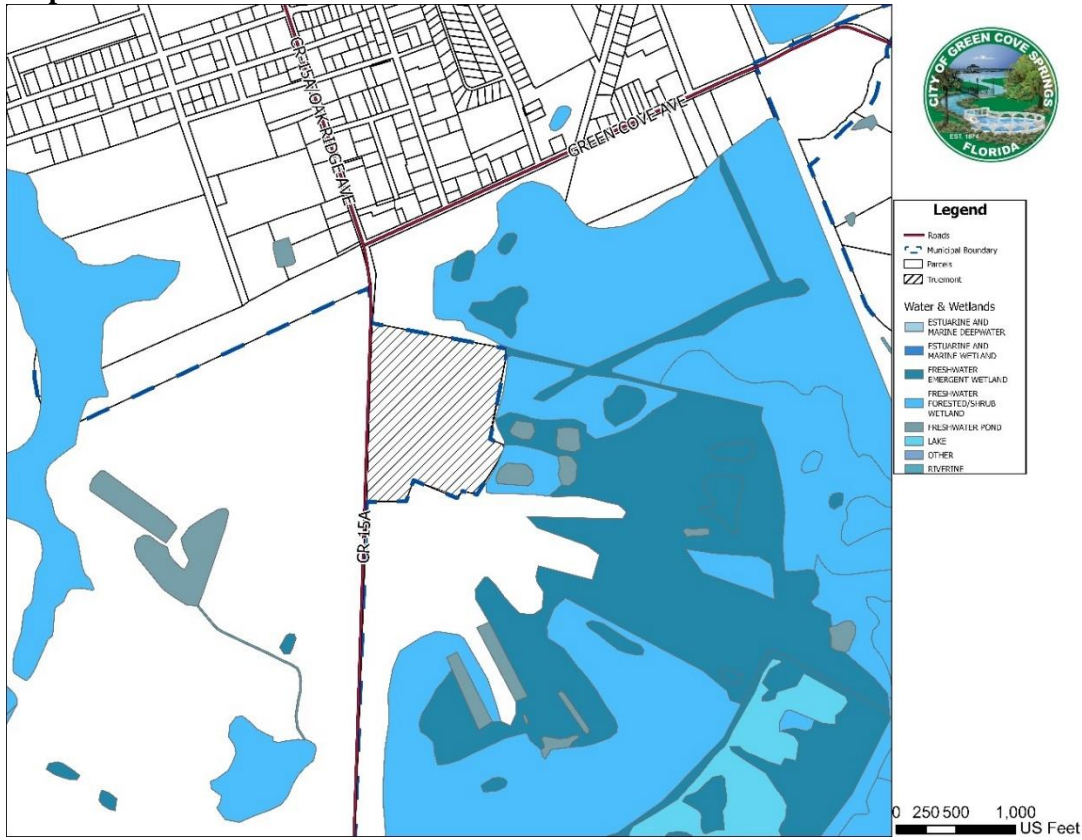
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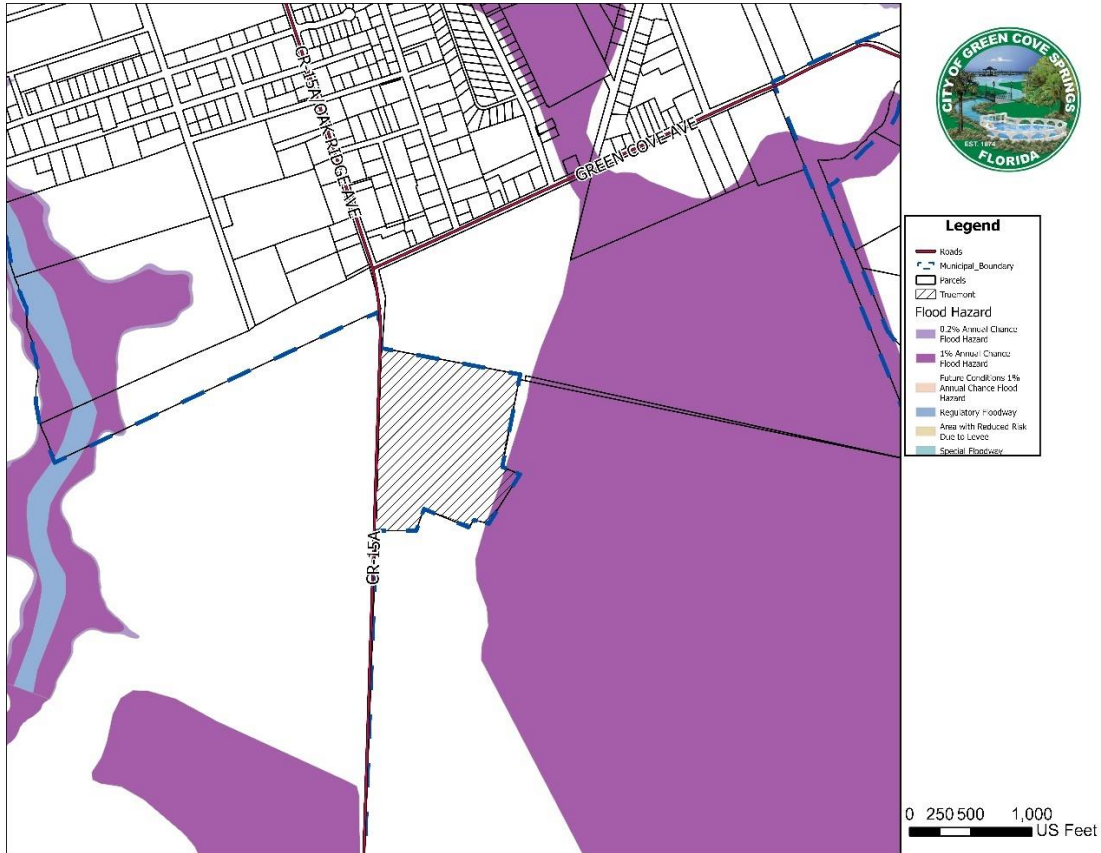
Future Land Use

- Downtown
- Industrial
- Mixed-Use
- Mixed-Use RP
- Neighborhood
- Public

Environmental Conditions Analysis

Maps of Environmental Features





Soils

There are currently 2 types of soils located onsite:

- Spodosols
- Alfisols

All new development shall be required to meet the stormwater management requirements of the St John's Water Management District.

Wetlands

There are no wetlands on the property.

Flood Zones

According to the FEMA Flood Map Service Center, a small portion of the project site has a 1% annual flood chance.

Wellfield Protection Zone

The project site is not located within or adjacent to a wellfield protection zone.

Historic Structures and Markers

There are no historic structures or markers found on the site.

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 of the public.

Policy 1.2.9. The City shall promote the annexation of property located within its utility service boundaries.

Policy 1.2.10. The City shall review annexation requests to determine if the site's maximum development potential may negatively impact the City's adopted LOS, as governed by its concurrency management system (CMS). Requests that are estimated to negatively impact the City's ability to maintain its adopted LOS shall be required to enter into an impact mitigation agreement with the City prior to the issuance of a final development order.

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 will revise the FLUM designation from the Clay County designation of Industrial to the City of Green Cove Springs designation of Industrial.

(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 site is already utilized and will promote urban development.

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

Evaluation & Findings: The site is already utilized and has an existing industrial land use classification.

(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 will comply with the City's Land Development Regulations regarding tree preservation and protection of natural resources.

(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 site will not have a negative effect on surrounding agricultural lands.

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

Evaluation & Findings: The project site is currently utilizing city water and sewer services and is located within the City's Water and Sewer Service boundary.

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

Evaluation & Findings: The project site is currently utilizing city water and sewer services and is located within the City's Water and Sewer Service boundary.

(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 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 the City's Water and Sewer Service boundary and is adjacent to rural zoned property across County Road 15A.

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

Evaluation & Findings: The proposed application will not discourage infill development and the surrounding properties are currently under development.

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

Evaluation & Findings: The property is currently designated as industrial and requests a similar land use in the City.

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

Evaluation & Findings: Accessibility to linked or related land uses will not be diminished.

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

Evaluation & Findings: The property is currently designated as industrial and will comply with City landscape and maximum impervious area requirements as set forth in the City Code.

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 already developed and currently in use.

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

Evaluation & Findings: This property is located within the City's Water and Sewer services boundary.

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: This site is an industrial business and is not likely to affect walkability, however pedestrian access will be provided along CR 15A.

4. Promotes conservation of water and energy.

Evaluation & Findings: This site will comply with all City requirements regarding the efficient use of water and energy resources.

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

Evaluation & Findings: The project site will have no effect on agricultural areas and activities.

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

Evaluation & Findings: The site is already developed and will have no effect on natural lands and open spaces.

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

Evaluation & Findings: N/A

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

SITE DEVELOPMENT

1. New development shall comply with buffering requirements as set forth in Sec. 113-244

(f) Landscape buffer between incompatible uses:

(1) *General requirements.* Wherever a higher intensity property adjoins or abuts a lower intensity zoning district, a landscaped buffer area will be required along the total length of that adjoining or abutting property boundary to provide an attractive land use transition and reduce sight, glare, light and noise intrusion excluding properties located in the CRA (community redevelopment area). This landscaped buffer area as set out in this section will be reviewed and approved during the site plan process.

(3) A heavy industrial use abutting a residential district shall have a 40-foot-deep landscaped buffer area or a 25-foot-deep landscaped buffer area combined with a six-foot high brick, stone or concrete block wall. Alternatives to the wall requirement such as wood or vinyl fencing can be approved by the site development committee.

2. The subject property is located to the north of the Rookery development (zoned PUD) and to the south of the Gustafson development (zoned RC). The applicant will be required to create a 25-foot buffer as well as a 6 ft high wall or fence on all sections of the property abutting the previously mentioned developments.

3. No trucks are permitted to use Green Cove Ave. or S Oakridge Ave past the northernmost section of the property. Applicant will be required to revise site roadway design to implement designs that prevent truck traffic from turning right onto S Oakridge Ave.

4. Applicant is currently seeking grant options in the form of the Small Cities CDBG Economic Development fund and the ED grant to assist in construction of acceleration and deceleration lanes along sections of S Oakridge Ave.

STAFF RECOMMENDATION

Staff recommends approval of the Future Land Use amendment.

RECOMMENDED MOTIONS:

Future Land Use

Motion to recommend approval of Second and Final Reading of Ordinance O-08-2024, to amend the Future Land Use of Parcel ID 016515-001-00 from Industrial (County) to Industrial.



FOR OFFICE USE ONLY

Received Date _____

Application #: _____

Acceptance Date: _____

Review Date: SRDT _____ P & Z _____ CC _____

Small Scale Future Land Use Map Amendment Application

A. PROJECT

- 1. Project Name: Truemont
- 2. Address of Subject Property: 4169 CR 15A Green Cove Springs, FL 32043
- 3. Parcel ID Number(s): 38-06-26-016515-001-00
- 4. Existing Use of Property: Industrial
- 5. Future Land Use Map Designation : Industrial
- 6. Existing Zoning Designation: IB
- 7. Proposed Future Land Use Map Designation: M2 Industrial District
- 8. Acreage (must be 50 acres or less): approximately 24 acres

B. APPLICANT

- 1. Applicant's Status Owner (title holder) Agent
- 2. Name of Applicant(s) or Contact Person(s): Jacob Manthei Title: President
 Company (if applicable): Aster Brands
 Mailing address: 2940 Parkview Drive
 City: Petoskey State: MI ZIP: 49770
 Telephone: (231) 675-4154 e-mail: jake@asterbrands.com
- 3. If the applicant is agent for the property owner* N/A
 Name of Owner (title holder): _____
 Mailing address: _____
 City: _____ State: _____ ZIP: _____
 Telephone: () _____ 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 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. Legal description with tax parcel number.
5. Boundary survey
6. Warranty Deed or the other proof of ownership
7. Fee.
 - a. \$750, plus
 - 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 attachments are required for a complete application. A completeness review of the application will be conducted within five (5) business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.

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

[Signature]
Signature of Applicant

Signature of Co-applicant

Jacob Mantel
Typed or printed name and title of applicant

Typed or printed name of co-applicant

Date 1/31/24

Date

State of MICHIGAN County of EMMET

The foregoing application is acknowledged before me this 31st day of JANUARY, 2024 by JACOB MANTEL, who is/are personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL

[Signature]
Signature of Notary Public, State of MICHIGAN



The subject property known as Truemont Materials is located at 4169 CR 15A, parcel number 38-06-26-016515-001-00 and is approximately 24 acres. Truemont Materials, soon to be known as Manthei Innovation Park, is currently within the Clay County jurisdiction with a zoning designation of IB Industrial and with a land use designation of Industrial. Following a joint application for annexation into the City of Green Cove Springs, this request to rezone and amend the land use is to propose M2 Industrial District anticipating continued industrial use, while expanding existing buildings and planning for additional developments. Some additional developments may be business and professional offices, material storage, manufacturing and sales of concrete products, plastic products, etc. all allowed by right per the permitted uses of the M2 Industrial District Municode, section 117-331.

The subject property currently has 2 existing ingress and egress and proposes a third as seen in the attached preliminary site plan. The western property line of the subject property is adjacent to County Road 15A. The remaining property lines share a boundary with the surrounding uses within the City of Green Cove Springs. South of the subject property is vacant land zoned Planned Unit Development. The northern and eastern properties are zoned recreation and conservation. All required landscape and development buffers between the districts are applied and these can also be seen on the attached preliminary site plan.

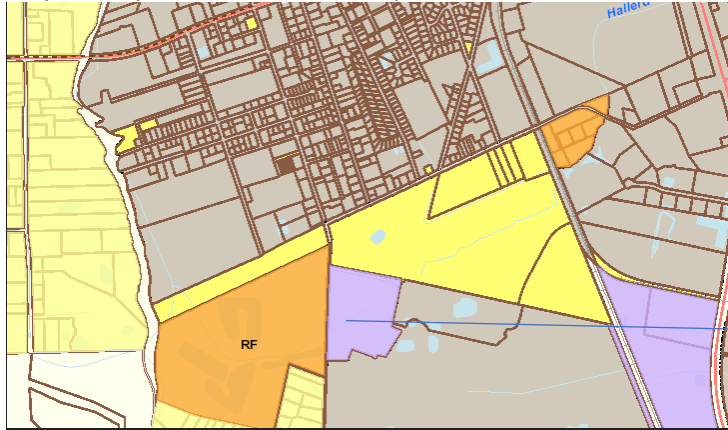
Since 2022, Truemont Materials has been an integral part of the growth of Green Cove Springs and surrounding cities including Orange Park, St. Augustine, and Jacksonville. Continued use of this property for industrial purposes will contribute to the advancement of Green Cove, Northeast Florida, and South Georgia. The additional developments mentioned above are projected to create approximately 300 jobs within the city of Green Cove Springs. As Truemont Materials further expands the city's growth, the city can ensure rapid police response time making the business a safe space work at and live near. Existing neighbors have shared their excitement for the expansion of Truemont Materials. Green Cove Springs

has much to look forward to upon the development of its first Innovation Park with its materials soon to be approved by the Florida Department of Transportation.

Small Scale Future Land Use Map Amendment Application Attachments 1-3

Subject Property Designations (PIN 38-06-26-016515-001-00) and Designations of Surrounding Uses

Clay County Future Land Use Map



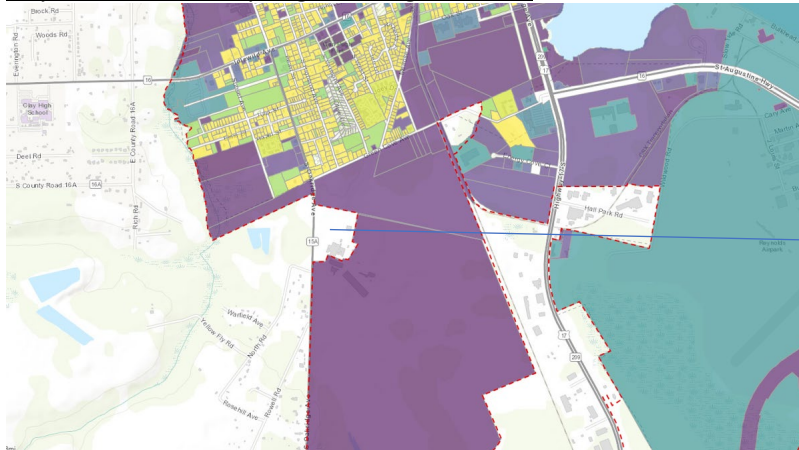
SUBJECT PROPERTY:
Industrial

Property Appraiser Map



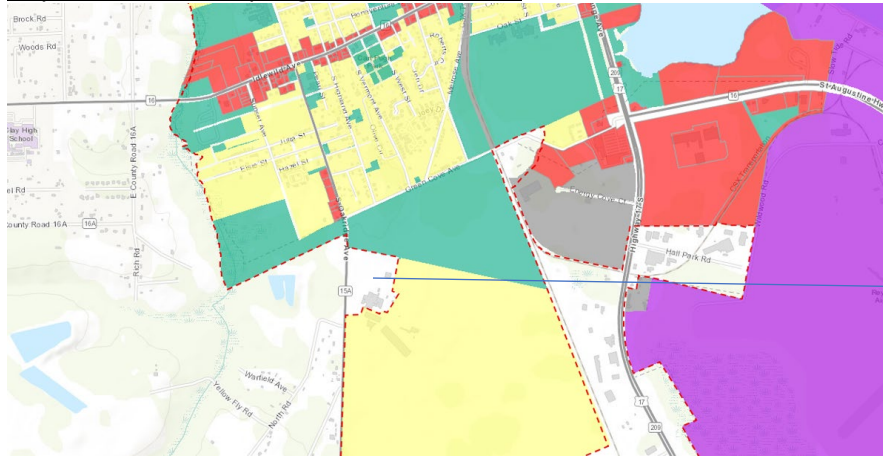
SUBJECT PROPERTY

City of Green Cove Springs Existing Land Use



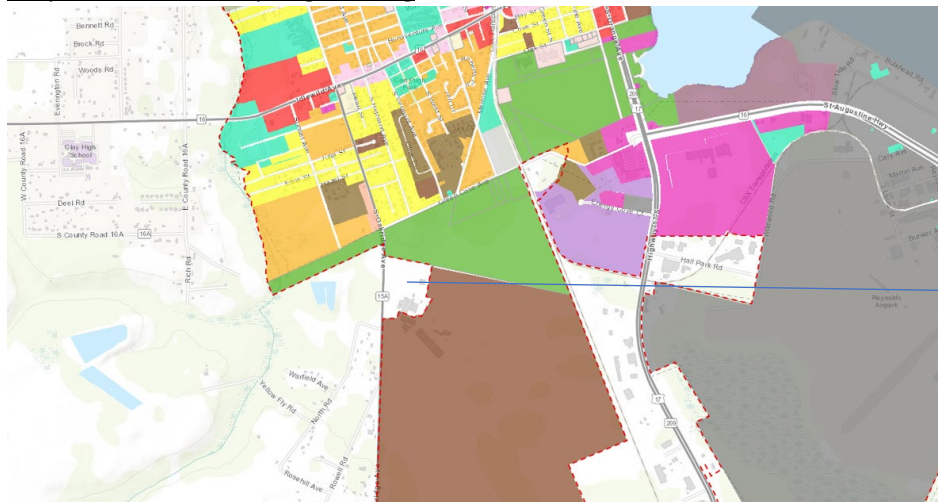
SUBJECT PROPERTY

City of Green Cove Springs Future Land Use



SUBJECT PROPERTY

City of Green Cove Springs Zoning



SUBJECT PROPERTY

RECORD AND RETURN TO:
Bryan C. Goode III, P.A.
320 1st Street North, Suite 613
Jacksonville Beach, FL 32250

TAX PARCEL ID. NO. 38-06-26-016515-001-00

SPECIAL WARRANTY DEED

THIS SPECIAL WARRANTY DEED, made and executed as of this 7th day of March, 2022, by **Green Cove Development Group, LLC**, a Florida limited liability company, whose address for purposes of this instrument is 2415 S. Ponte Vedra Blvd, Ponte Vedra Beach, FL 32082 (hereinafter referred to as the "Grantor"), to and in favor of **AB TRUEMONT, LLC**, a Michigan limited liability company, whose address for the purpose of this instrument is 2940 Parkview Ave., Petoskey, MI 49770 (hereinafter referred to as the "Grantee").

WITNESSETH:

THAT GRANTOR, for and in consideration of the sum of Ten and 00/100 Dollars (\$10.00) in hand paid by Grantee to Grantor and for other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, does, by these presents, grant, bargain, sell, transfer, convey and confirm unto the Grantee, the following described real property lying and being situated in Clay County, Florida (the "Property"), to wit:

See **Exhibit "A"** attached hereto and by this reference made a part hereof.

TOGETHER WITH all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD the above described property unto Grantee in fee simple forever.

AND SUBJECT TO all matters of record, including those matters set forth on **Exhibit "B"** attached hereto, without the intent to reimpose same, Grantor does hereby covenant with said Grantee that the Grantor is lawfully seized of the Property in fee simple; that Grantor has good right and lawful authority to sell and convey the Property; that Grantor hereby warrants the title to said land and will defend the same against the lawful claims of all persons claiming by, through, or under the said Grantor.

IN WITNESS WHEREOF, Grantor has caused these presents to be executed as of the day and year first above written.

Signed, sealed and delivered in the presence of the following witnesses:

Green Cove Development Group, LLC, a Florida limited liability company

[Signature] Name: Bryan C. Goode, III

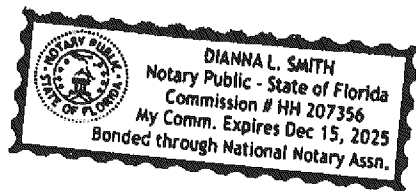
By: [Signature] Name: Alan Bock, Its: Member and President

[Signature] Name: Dianna L. Smith

By: [Signature] Name: Barry Freedman, Its: Member and Vice President

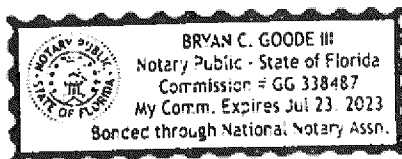
STATE OF FLORIDA COUNTY OF DUVAL

The foregoing instrument was acknowledged before me by means of [X] physical presence or [] online notarization, this 4th day of March, 2022 by Barry Freedman, Member, of Green Cove Development Group, LLC, a Florida limited liability company, on behalf of the company, who is personally known to me or has produced Drivers License as identification and did take an oath.



[Signature] Notary Public Print Name: My Commission Expires:

The foregoing instrument was acknowledged before me by means of [X] physical presence or [] online notarization, this 1st day of March, 2022 by Alan Bock, Member, of Green Cove Development Group, LLC, a Florida limited liability company, on behalf of the company, who is personally known to me or has produced Drivers License as identification and did take an oath.



[Signature] Notary Public Print Name: Bryan C. Goode, III My Commission Expires:

EXHIBIT "A"

A tract of land situated in the Bayard Tract; Clay County, Florida, as per plat thereof prepared by Charles F. Smith recorded in Deed Book "J", pages 273 and 274 of the public records of said county, said tract being a portion of Sections 6 and 7 - Block 51, Clinch Estate, as per plat thereof by Gould T. Butler recorded in Plat Book 1, pages 31, 32, 33 and 34 of said public records, All lying in the G.I.F. Clark Grant; Section 38, Township 6 South, Range 26 East; Clay County, Florida; said tract being more particularly described as follows:

Commence at the intersection of the centerline of Oakridge Avenue (County Road 15A) with the Centerline of Green Cove Avenue and run South along the centerline of said Oakridge Ave. with a curve concave Westerly, said curve having a central angle of 15 deg 52 min 10 sec, a radius of 1909.86 feet, an arc length of 528.98 feet and a chord bearing and distance of S 07 deg 13 min 41 sec E, 527.29 feet; thence run S 00 deg 42 min 24 sec W, along said centerline, 51.51 feet; thence leave said centerline and run S 78 deg 56 min 05 sec E, 35.58 feet to an iron rod on the Easterly right of way line of said Oakridge Avenue, said right of way as described in Official Records Book 1545, page 510 and page 513 of said public records and the Point of Beginning; thence run S 00 deg 42 min 24 sec W, along said right of way, 518.46 feet to iron pipe at the Northwest corner of said Official Records Book 1545, page 510; thence continue S 00 deg 42 min 24 sec W, along said right of way line and along the West line of aforesaid lands, 755.80 feet to an iron pipe at the Southwest corner of said lands; thence run East along the South line of said lands with the following courses and distances: East 283.81 feet; N 19 deg 48 min 59 sec E, 161.55 feet; S 70 deg 11 min 01 sec E, 287.10 feet; S 60 deg 56 min 01 sec E, 32.90 feet, S 40 deg 33 min 38 sec E, 22.40 feet; N 66 deg 10 min 19 sec E, 15.20 feet; N 32 deg 26 min 40 sec E, 52.20 feet; S 88 deg 48 min 20 sec E, 94.2 feet to an iron pipe at the Southeasterly corner of said lands; thence leave said South line and run N 30 deg 15 min 03 sec E, 428.28 feet to an iron rod; thence run N 75 deg 16 min 14 sec W, 158.18 feet to an iron rod; thence run N 11 deg 45 min 19 sec E, 477.17 feet to an iron rod; thence run N 09 deg 04 min 47 sec E, 142.03 feet to an iron rod; thence run N 78 deg 56 min 05 sec W, 972.65 feet to the Point of Beginning.

EXHIBIT "B"

1. The following matters shown on that certain Survey dated 12/28/2021 produced by Brian R. Marie, P.S.M., FL REG. #4852 under Project No.: S3023: (i) the encroachment into the building setback of the asphalt drive along a southerly and easterly boundary line, (ii) the encroachment into the building setback of the boat workshop along a southerly and easterly boundary line, (iii) the encroachment into the building setback of a portion of a building along a southerly boundary line, (iv) the departure of a chain link fence from the easterly boundary line, and (v) the encroachment of a shed into the building setback along the northerly boundary line.
2. General or special taxes and assessments required to be paid in the year 2022 and subsequent years.
3. Easement in favor in Clay Electric Cooperative as recorded in O.R. Book 1371, page 1307, of the public records of Clay County, Florida.
5. Right of way easement as recorded in O.R. Book 1613, page 2154, of the public records of Clay County, Florida.
9. Right of way easement as recorded in O.R. Book 1746, page 242, of the public records of Clay County, Florida.
10. Drainage easement as recorded in O.R. Book 2360, page 1786, of the public records of Clay County, Florida.

ORDINANCE NO. O-08-2024

AN ORDINANCE OF THE CITY COUNCIL OF GREEN COVE SPRINGS, FLORIDA AMENDING THE FUTURE LAND USE MAP FOR ±23.37 ACRES OF PROPERTY LOCATED ON CR 15A, IDENTIFIED AS TAX ID NUMBER 016515-001-00, MORE PARTICULARLY DESCRIBED BY EXHIBIT “A”, FROM INDUSTRIAL (COUNTY DESIGNATION), TO INDUSTRIAL; PROVIDING FOR REPEALER, SEVERABILITY AND SETTING AN EFFECTIVE DATE.

RECITALS

WHEREAS, the City has received a request to amend the Future Land Use Map for the subject parcel from Industrial (County) to Industrial; and

WHEREAS, if the City approved the Future Land Use Map amendment for the subject property it will be designated as Industrial on the Future Land Use Map of the City, and

WHEREAS, the City has received a request to rezone the subject parcel from Heavy Industrial (County) to Industrial District (M-2); 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 amendment on March 26, 2024 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 April 2, 2024 and April 16, 2024 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 Industrial (County) to Industrial on Tax Parcel Number 38-06-26-016515-001-00 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 2nd DAY OF APRIL 2024.

CITY OF GREEN COVE SPRINGS, FLORIDA

Constance Butler, 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 16th DAY OF APRIL 2024.

CITY OF GREEN COVE SPRINGS, FLORIDA

Constance Butler, Mayor

ATTEST:

Erin West, City Clerk

APPROVED AS TO FORM:

L. J. Arnold, III, City Attorney

EXHIBIT "A"

Tax Parcel Number 38-06-26-016515-001-00

LEGAL DESCRIPTION

A tract of land situated in the Bayard Tract; Clay County, Florida, as per plat thereof prepared by Charles F. Smith recorded in Deed Book "J", pages 273 and 274 of the public records of said county, said tract being a portion of Sections 6 and 7 Block 51, Clinch Estate, as per plat thereof by Gould T. Butler recorded in Plat Book 1, pages 31, 32, 33 and 34 of said public records, All lying in the G.L.F. Clark Grant; Section 38, Township 6 South, Range 26 East; Clay County, Florida; said tract being more particularly described as follows:

Commence at the intersection of the centerline of Oakridge Avenue (County Road 15A) with the Centerline of Green Cove Avenue and run South along the centerline of said Oakridge Ave. with a curve concave Westerly, said curve having a central angle of 15 deg 52 min 10 sec, a radius of 1909.86 feet, an arc length of 528.98 feet and a chord bearing and distance of S 07 deg 13 min 41 sec E, 527.29 feet; thence run S 00 deg 42 min 24 sec W, along said centerline, 51.51 feet; thence leave said centerline and run S 78 deg 56 min 05 sec E, 35.58 feet to an iron rod on the Easterly right of way line of said Oakridge Avenue, said right of way as described in Official Records Book 1545, page 510 and page 513 of said public records and the Point of Beginning; thence run S 00 deg 42 min 24 sec W, along said right of way, 518.46 feet to iron pipe at the Northwest corner of said Official Records Book 1545, page 510; thence continue S 00 deg 42 min 24 sec W, along said right of way line and along the West line of aforesaid lands, 755.80 feet to an iron pipe at the Southwest corner of said lands; thence run East along the South line of said lands with the following courses and distances: East 283.81 feet; N 19 deg 48 min 59 sec E, 161.55 feet; S 70 deg 11 min 01 sec E, 287.10 feet; S 60 deg 56 min 01 sec E, 32.90 feet; S 40 deg 33 min 38 sec E, 22.40 feet; N 66 deg 10 min 19 sec E, 15.20 feet; N 32 deg 26 min 40 sec E, 52.20 feet; S 88 deg 48 min 20 sec E, 94.2 feet to an iron pipe at the Southeasterly corner of said lands; thence leave said South line and run N 30 deg 15 min 03 sec E, 428.28 feet to an iron rod; thence run N 75 deg 16 min 14 sec W, 158.18 feet to an iron rod; thence run N 11 deg 45 min 19 sec E, 477.17 feet to an iron rod; thence run N 09 deg 04 min 47 sec E, 142.03 feet to an iron rod; thence run N 78 deg 56 min 05 sec W, 972.65 feet to the Point of Beginning



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council **MEETING DATE:** April 16, 2024

FROM: Gabriel Barro, Planning and Zoning

Second and Final Reading of Ordinance O-09-2024 regarding the Amendment of the Rezoning of Parcel 016515-001-00, Truemont Property (ZON-24-002) – *Michael Daniels*

SUBJECT: Zoning Amendment From: Heavy Industrial (County)
To: M-2 Industrial District

PROPERTY DESCRIPTION

APPLICANT: Aster Brands **OWNER:** AB Truemont LLC, Jacob Manthei

PROPERTY LOCATION: 4169 CR 15A

PARCEL NUMBER: 016515-001-00

FILE NUMBER: ZON-24-002

CURRENT ZONING: Heavy Industrial (County)

FUTURE LAND USE DESIGNATION: Industrial (County)

SURROUNDING LAND USE

NORTH: FLU: Public Z: Recreation and Conservation (RC) Use: Swamp/Timber	SOUTH: FLU: Neighborhood Z: Planned Unit Development Use: Swamp/Timber
--	--

EAST: FLU: Public/Neighborhood Z: Planned Unit Development/RC Use: Swamp/Timber	WEST: FLU: RF (County) Z: Agricultural (County) Use: Timber (County)
---	--

BACKGROUND

The applicant, Aster Brands, has submitted an annexation request for 23.37 acres to annex the subject property into City limits. The property is contiguous to the current municipal boundary, as shown in the following aerial map. The property is bounded by CR 15A on its western edge, the city boundary to the south, east, and west. The site contains Truemont LLC, a company specializing in production of concrete barriers.

AERIAL MAP



The site is located within the City’s Electric Service Boundaries. The site is not located within the City’s water and sewer service boundary.

Additionally, the applicant has submitted the following future land use map amendments and rezoning requests:

Application #	Description
AX-24-001	Voluntary Annexation application
FLUS-24-001	Future Land Use Amendment – Small Scale application

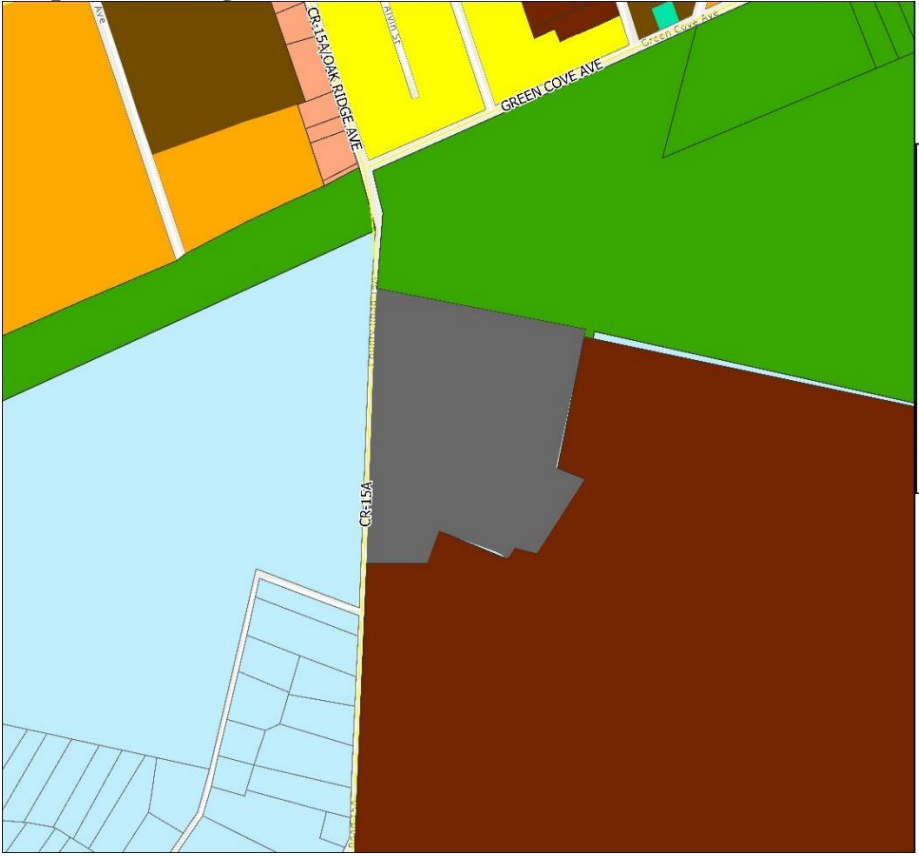
Existing Zoning



Zoning	
Yellow	R1 Low Density Residential
Orange	R2 Medium Density Residential
Brown	R3 High Density Residential
Dark Brown	RRF Roadfrontal Riverfront
Light Brown	PLD Planned Unit Development
Pink	RPO Residential Professional Office
Light Orange	C1 Commercial Medium Intensity
Purple	C2 Commercial High Intensity
Red	CBD Central Business District
Red with white border	GCC Gateway Corridor Commercial
Pink with white border	GCN Gateway Corridor Neighborhood
Yellow with white border	GCR Gateway Corridor Residential
Grey	M-2 Industrial District
Light Grey	M-1 Light Industrial District
Purple	MUH C-7/M-2 - Mixed Use
Green	INS Institutional
Dark Green	RC Recreation

County Zoning	
Dark Grey	TR Heavy Industrial
Light Blue	AG Agricultural

Proposed Zoning

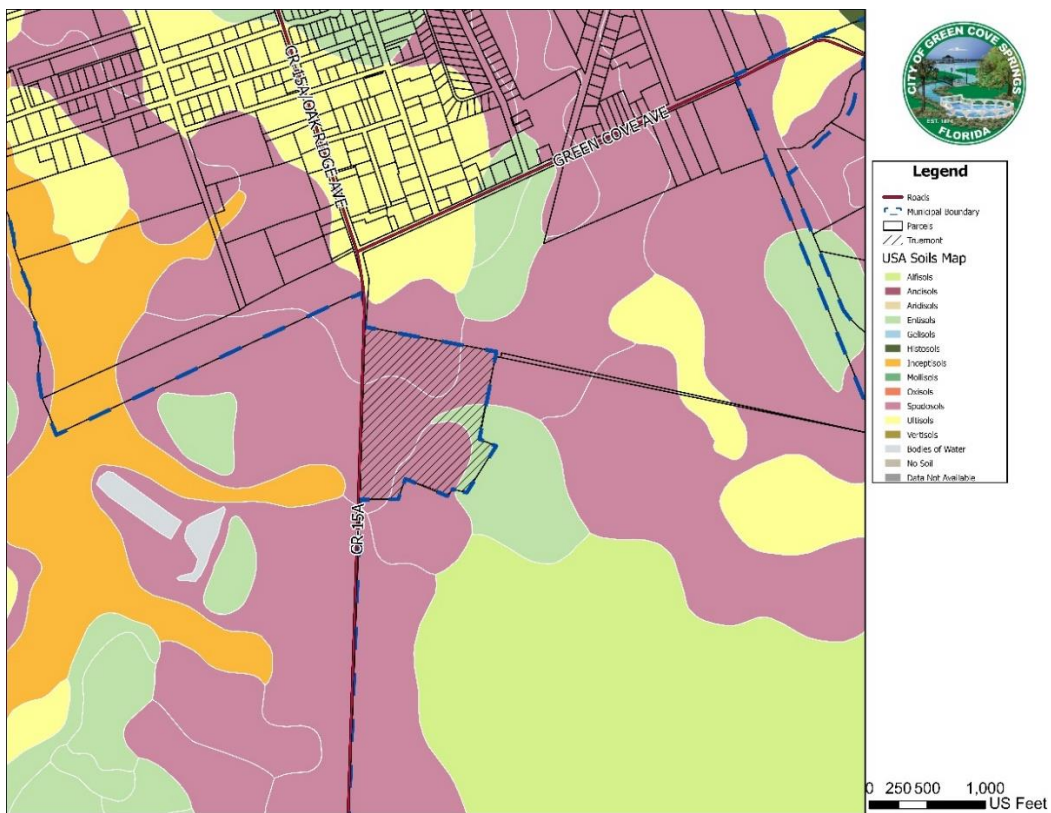
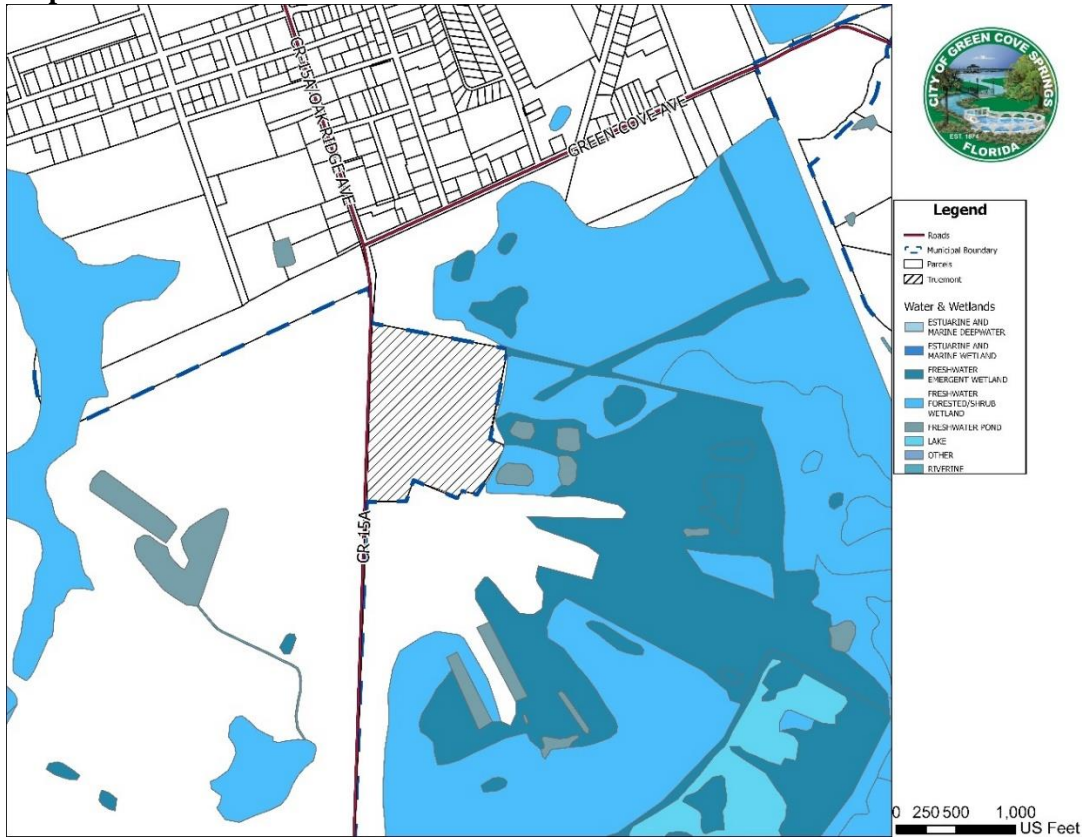


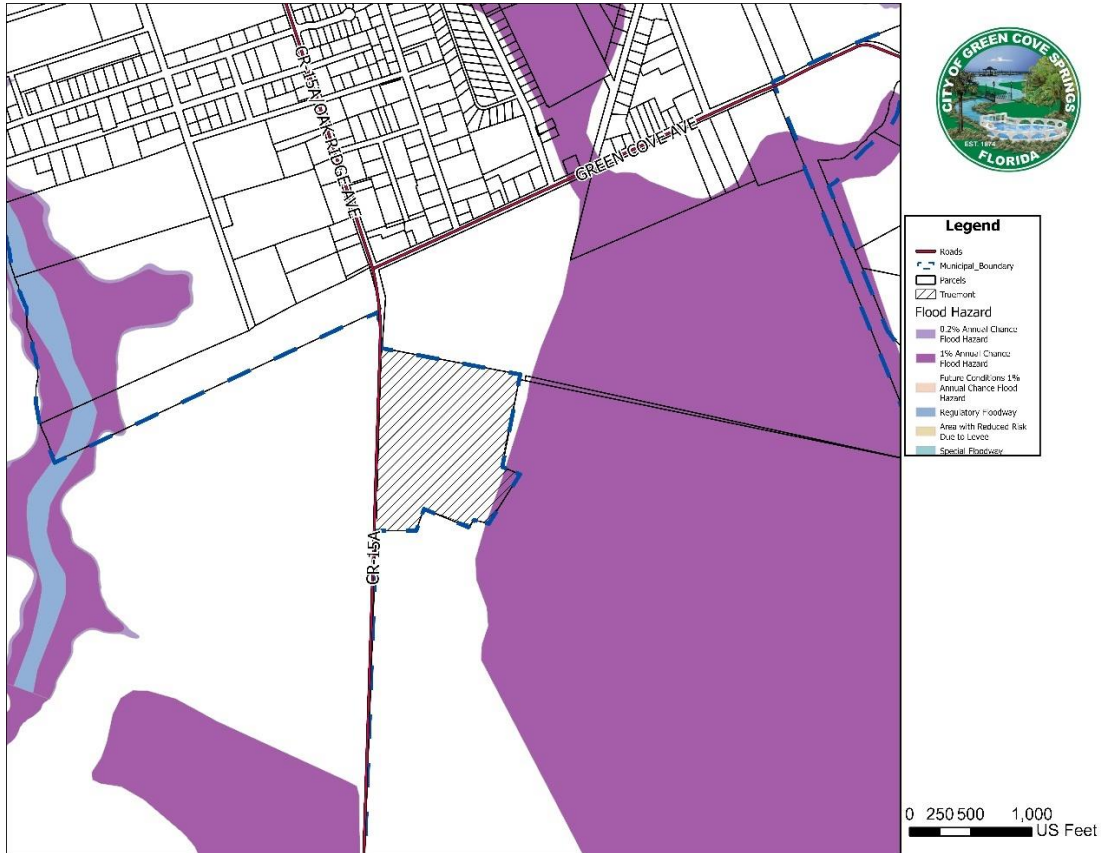
Zoning	
Yellow	R1 Low Density Residential
Orange	R2 Medium Density Residential
Brown	R3 High Density Residential
Dark Brown	RRF Roadfrontal Riverfront
Light Brown	PLD Planned Unit Development
Pink	RPO Residential Professional Office
Light Orange	C1 Commercial Medium Intensity
Purple	C2 Commercial High Intensity
Red	CBD Central Business District
Red with white border	GCC Gateway Corridor Commercial
Pink with white border	GCN Gateway Corridor Neighborhood
Yellow with white border	GCR Gateway Corridor Residential
Grey	M-2 Industrial District
Light Grey	M-1 Light Industrial District
Purple	MUH C-7/M-2 - Mixed Use
Green	INS Institutional
Dark Green	RC Recreation

County Zoning	
Dark Grey	TR Heavy Industrial
Light Blue	AG Agricultural

Environmental Conditions Analysis

Maps of Environmental Features





Soils

There are currently 2 types of soils located onsite:

- Spodosols
- Alfisols

All new development shall be required to meet the stormwater management requirements of the St John's Water Management District.

Wetlands

There are no wetlands on the property.

Flood Zones

According to the FEMA Flood Map Service Center, a small portion of the project site has a 1% annual flood chance.

Wellfield Protection Zone

The project site is not located within or adjacent to a wellfield protection zone.

Historic Structures and Markers

There are no historic structures or markers found on the site.

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 of the public.

Policy 1.2.9. The City shall promote the annexation of property located within its utility service boundaries.

Policy 1.2.10. The City shall review annexation requests to determine if the site's maximum development potential may negatively impact the City's adopted LOS, as governed by its concurrency management system (CMS). Requests that are estimated to negatively impact the City's ability to maintain its adopted LOS shall be required to enter into an impact mitigation agreement with the City prior to the issuance of a final development order.

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 will revise the FLUM designation from the Clay County designation of Industrial to the City of Green Cove Springs designation of Industrial.

(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 site is already utilized and will promote urban development.

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

Evaluation & Findings: The site is already utilized and has an existing industrial land use classification.

(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 will comply with the City's Land Development Regulations regarding tree preservation and protection of natural resources.

(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 site will not have a negative effect on surrounding agricultural lands.

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

Evaluation & Findings: The project site is currently utilizing city water and sewer services and is located within the City's Water and Sewer Service boundary.

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

Evaluation & Findings: The project site is currently utilizing city water and sewer services and is located within the City's Water and Sewer Service boundary.

(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 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 the City's Water and Sewer Service boundary and is adjacent to rural zoned property across County Road 15A.

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

Evaluation & Findings: The proposed application will not discourage infill development and the surrounding properties are currently under development.

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

Evaluation & Findings: The property is currently designated as industrial and requests a similar land use in the City.

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

Evaluation & Findings: Accessibility to linked or related land uses will not be diminished.

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

Evaluation & Findings: The property is currently designated as industrial and will comply with City landscape and maximum impervious area requirements as set forth in the City Code.

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 already developed and currently in use.

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

Evaluation & Findings: This property is located within the City's Water and Sewer services boundary.

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: This site is an industrial business and is not likely to affect walkability, however pedestrian access will be provided along CR 15A.

4. Promotes conservation of water and energy.

Evaluation & Findings: This site will comply with all City requirements regarding the efficient use of water and energy resources.

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

Evaluation & Findings: The project site will have no effect on agricultural areas and activities.

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

Evaluation & Findings: The site is already developed and will have no effect on natural lands and open spaces.

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

Evaluation & Findings: N/A

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

SITE DEVELOPMENT

1. New development shall comply with buffering requirements as set forth in Sec. 113-244

(f) Landscape buffer between incompatible uses:

(1) *General requirements.* Wherever a higher intensity property adjoins or abuts a lower intensity zoning district, a landscaped buffer area will be required along the total length of that adjoining or abutting property boundary to provide an attractive land use transition and reduce sight, glare, light and noise intrusion excluding properties located in the CRA (community redevelopment area). This landscaped buffer area as set out in this section will be reviewed and approved during the site plan process.

(3) A heavy industrial use abutting a residential district shall have a 40-foot-deep landscaped buffer area or a 25-foot-deep landscaped buffer area combined with a six-foot high brick, stone or concrete block wall. Alternatives to the wall requirement such as wood or vinyl fencing can be approved by the site development committee.

2. The subject property is located to the north of the Rookery development (zoned PUD) and to the south of the Gustafson development (zoned RC). The applicant will be required to create a 25-foot buffer as well as a 6 ft high wall or fence on all sections of the property abutting the previously mentioned developments.

3. No trucks are permitted to use Green Cove Ave. or S Oakridge Ave past the northernmost section of the property. Applicant will be required to revise site roadway design to implement designs that prevent truck traffic from turning right onto S Oakridge Ave.

4. Applicant is currently seeking grant options in the form of the Small Cities CDBG Economic Development fund and the ED grant to assist in construction of acceleration and deceleration lanes along sections of S Oakridge Ave.

STAFF RECOMMENDATION

Staff recommends approval of the Rezoning.

RECOMMENDED MOTIONS:

Rezoning

Motion to recommend approval of Second and Final Reading of Ordinance O-09-2024, to amend the Zoning of Parcel ID 016515-001-00 from Heavy Industrial (County) to M-2 Industrial.



FOR OFFICE USE ONLY

P Z File # _____

Application Fee: _____

Filing Date: _____ Acceptance Date: _____

Review Date: SRDT _____ P & Z _____ CC _____

Rezoning Application

A. PROJECT

1. Project Name: Truemont
2. Address of Subject Property: 4169 CR 15A Green Cove Springs, FL 32043
3. Parcel ID Number(s): 38-06-26-016515-001-00
4. Existing Use of Property: Industrial
5. Future Land Use Map Designation: Industrial
6. Existing Zoning Designation: IB
7. Proposed Zoning Designation: M2 Industrial District
8. Acreage: approximately 24 acres

B. APPLICANT

1. Applicant's Status Owner (title holder) Agent
2. Name of Applicant(s) or Contact Person(s): Jacob Manthei Title: President
 Company (if applicable): Aster Brands
 Mailing address: 2940 Parkview Drive
 City: Petoskey State: MI ZIP: 49770
 Telephone: (231)-675-4154 FAX: () - e-mail: jake@asterbrands.com
3. If the applicant is agent for the property owner* N/A
 Name of Owner (titleholder): _____
 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:

[Signature]
Signature of Applicant

Signature of Co-applicant

Jacob Manthei
Typed or printed name and title of applicant

Typed or printed name of co-applicant

Date 1/31/2024

Date 1/31/2024

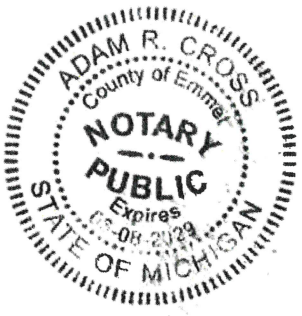
State of MICHIGAN County of EMMET

The foregoing application is acknowledged before me this 31st day of JANUARY, 2024, by JACOB

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

NOTARY SEAL

[Signature] Signature of Notary Public, State of MICHIGAN



The subject property known as Truemont Materials is located at 4169 CR 15A, parcel number 38-06-26-016515-001-00 and is approximately 24 acres. Truemont Materials, soon to be known as Manthei Innovation Park, is currently within the Clay County jurisdiction with a zoning designation of IB Industrial and with a land use designation of Industrial. Following a joint application for annexation into the City of Green Cove Springs, this request to rezone and amend the land use is to propose M2 Industrial District anticipating continued industrial use, while expanding existing buildings and planning for additional developments. Some additional developments may be business and professional offices, material storage, manufacturing and sales of concrete products, plastic products, etc. all allowed by right per the permitted uses of the M2 Industrial District Municode, section 117-331.

The subject property currently has 2 existing ingress and egress and proposes a third as seen in the attached preliminary site plan. The western property line of the subject property is adjacent to County Road 15A. The remaining property lines share a boundary with the surrounding uses within the City of Green Cove Springs. South of the subject property is vacant land zoned Planned Unit Development. The northern and eastern properties are zoned recreation and conservation. All required landscape and development buffers between the districts are applied and these can also be seen on the attached preliminary site plan.

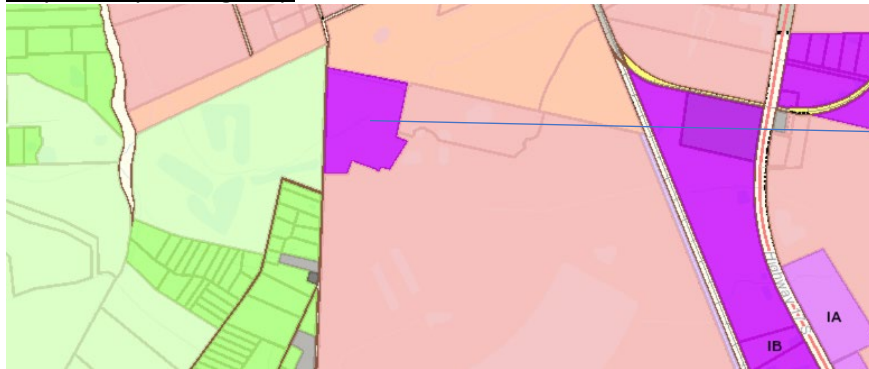
Since 2022, Truemont Materials has been an integral part of the growth of Green Cove Springs and surrounding cities including Orange Park, St. Augustine, and Jacksonville. Continued use of this property for industrial purposes will contribute to the advancement of Green Cove, Northeast Florida, and South Georgia. The additional developments mentioned above are projected to create approximately 300 jobs within the city of Green Cove Springs. As Truemont Materials further expands the city's growth, the city can ensure rapid police response time making the business a safe space work at and live near. Existing neighbors have shared their excitement for the expansion of Truemont Materials. Green Cove Springs

has much to look forward to upon the development of its first Innovation Park with its materials soon to be approved by the Florida Department of Transportation.

Rezoning Application Attachments 1 and 2

Subject Property Designations (PIN 38-06-26-016515-001-00) and Designations of Surrounding Uses

Clay County Zoning Map



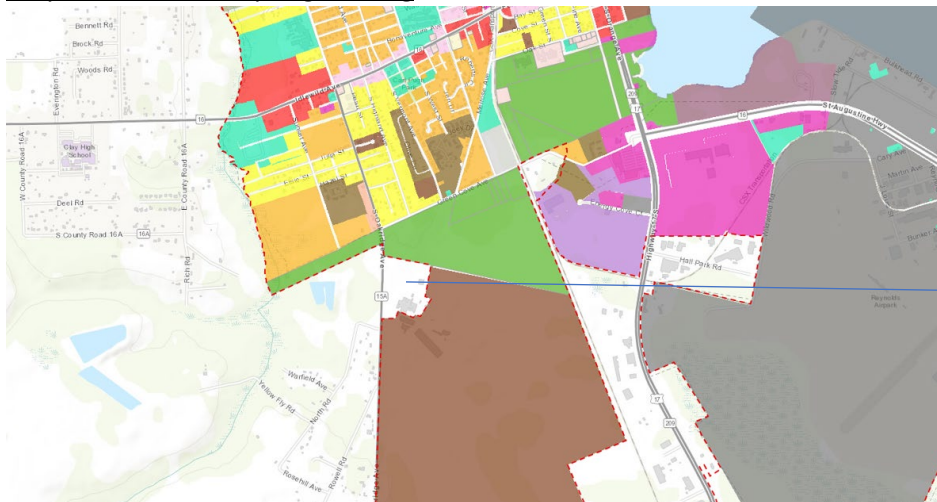
SUBJECT PROPERTY:
IB

Property Appraiser Map



SUBJECT PROPERTY

City of Green Cove Springs Zoning



SUBJECT PROPERTY

RECORD AND RETURN TO:
Bryan C. Goode III, P.A.
320 1st Street North, Suite 613
Jacksonville Beach, FL 32250

TAX PARCEL ID. NO. 38-06-26-016515-001-00

SPECIAL WARRANTY DEED

THIS SPECIAL WARRANTY DEED, made and executed as of this 7th day of March, 2022, by **Green Cove Development Group, LLC**, a Florida limited liability company, whose address for purposes of this instrument is 2415 S. Ponte Vedra Blvd, Ponte Vedra Beach, FL 32082 (hereinafter referred to as the "Grantor"), to and in favor of **AB TRUEMONT, LLC**, a Michigan limited liability company, whose address for the purpose of this instrument is 2940 Parkview Ave., Petoskey, MI 49770 (hereinafter referred to as the "Grantee").

WITNESSETH:

THAT GRANTOR, for and in consideration of the sum of Ten and 00/100 Dollars (\$10.00) in hand paid by Grantee to Grantor and for other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, does, by these presents, grant, bargain, sell, transfer, convey and confirm unto the Grantee, the following described real property lying and being situated in Clay County, Florida (the "Property"), to wit:

See **Exhibit "A"** attached hereto and by this reference made a part hereof.

TOGETHER WITH all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD the above described property unto Grantee in fee simple forever.

AND SUBJECT TO all matters of record, including those matters set forth on **Exhibit "B"** attached hereto, without the intent to reimpose same, Grantor does hereby covenant with said Grantee that the Grantor is lawfully seized of the Property in fee simple; that Grantor has good right and lawful authority to sell and convey the Property; that Grantor hereby warrants the title to said land and will defend the same against the lawful claims of all persons claiming by, through, or under the said Grantor.

IN WITNESS WHEREOF, Grantor has caused these presents to be executed as of the day and year first above written.

Signed, sealed and delivered in the presence of the following witnesses:

Green Cove Development Group, LLC, a Florida limited liability company

[Signature] Name: Bryan C. Goode, III

By: [Signature]

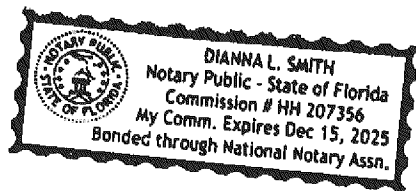
Name: Alan Bock, Its: Member and President

[Signature] Name: Dianna L. Smith

By: [Signature] Name: Barry Freedman, Its: Member and Vice President

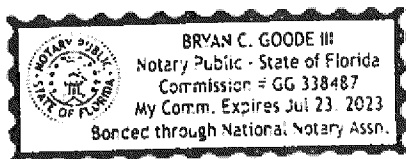
STATE OF FLORIDA COUNTY OF DUVAL

The foregoing instrument was acknowledged before me by means of [X] physical presence or [] online notarization, this 4th day of March, 2022 by Barry Freedman, Member, of Green Cove Development Group, LLC, a Florida limited liability company, on behalf of the company, who is personally known to me or has produced Drivers License as identification and did take an oath.



[Signature] Notary Public Print Name: My Commission Expires:

The foregoing instrument was acknowledged before me by means of [X] physical presence or [] online notarization, this 1st day of March, 2022 by Alan Bock, Member, of Green Cove Development Group, LLC, a Florida limited liability company, on behalf of the company, who is personally known to me or has produced Drivers License as identification and did take an oath.



[Signature] Notary Public Print Name: Bryan C. Goode, III My Commission Expires:

EXHIBIT "A"

A tract of land situated in the Bayard Tract; Clay County, Florida, as per plat thereof prepared by Charles F. Smith recorded in Deed Book "J", pages 273 and 274 of the public records of said county, said tract being a portion of Sections 6 and 7 - Block 51, Clinch Estate, as per plat thereof by Gould T. Butler recorded in Plat Book 1, pages 31, 32, 33 and 34 of said public records, All lying in the G.I.F. Clark Grant; Section 38, Township 6 South, Range 26 East; Clay County, Florida; said tract being more particularly described as follows:

Commence at the intersection of the centerline of Oakridge Avenue (County Road 15A) with the Centerline of Green Cove Avenue and run South along the centerline of said Oakridge Ave. with a curve concave Westerly, said curve having a central angle of 15 deg 52 min 10 sec, a radius of 1909.86 feet, an arc length of 528.98 feet and a chord bearing and distance of S 07 deg 13 min 41 sec E, 527.29 feet; thence run S 00 deg 42 min 24 sec W, along said centerline, 51.51 feet; thence leave said centerline and run S 78 deg 56 min 05 sec E, 35.58 feet to an iron rod on the Easterly right of way line of said Oakridge Avenue, said right of way as described in Official Records Book 1545, page 510 and page 513 of said public records and the Point of Beginning; thence run S 00 deg 42 min 24 sec W, along said right of way, 518.46 feet to iron pipe at the Northwest corner of said Official Records Book 1545, page 510; thence continue S 00 deg 42 min 24 sec W, along said right of way line and along the West line of aforesaid lands, 755.80 feet to an iron pipe at the Southwest corner of said lands; thence run East along the South line of said lands with the following courses and distances: East 283.81 feet; N 19 deg 48 min 59 sec E, 161.55 feet; S 70 deg 11 min 01 sec E, 287.10 feet; S 60 deg 56 min 01 sec E, 32.90 feet, S 40 deg 33 min 38 sec E, 22.40 feet; N 66 deg 10 min 19 sec E, 15.20 feet; N 32 deg 26 min 40 sec E, 52.20 feet; S 88 deg 48 min 20 sec E, 94.2 feet to an iron pipe at the Southeasterly corner of said lands; thence leave said South line and run N 30 deg 15 min 03 sec E, 428.28 feet to an iron rod; thence run N 75 deg 16 min 14 sec W, 158.18 feet to an iron rod; thence run N 11 deg 45 min 19 sec E, 477.17 feet to an iron rod; thence run N 09 deg 04 min 47 sec E, 142.03 feet to an iron rod; thence run N 78 deg 56 min 05 sec W, 972.65 feet to the Point of Beginning.

EXHIBIT "B"

1. The following matters shown on that certain Survey dated 12/28/2021 produced by Brian R. Marie, P.S.M., FL REG. #4852 under Project No.: S3023: (i) the encroachment into the building setback of the asphalt drive along a southerly and easterly boundary line, (ii) the encroachment into the building setback of the boat workshop along a southerly and easterly boundary line, (iii) the encroachment into the building setback of a portion of a building along a southerly boundary line, (iv) the departure of a chain link fence from the easterly boundary line, and (v) the encroachment of a shed into the building setback along the northerly boundary line.
2. General or special taxes and assessments required to be paid in the year 2022 and subsequent years.
3. Easement in favor in Clay Electric Cooperative as recorded in O.R. Book 1371, page 1307, of the public records of Clay County, Florida.
5. Right of way easement as recorded in O.R. Book 1613, page 2154, of the public records of Clay County, Florida.
9. Right of way easement as recorded in O.R. Book 1746, page 242, of the public records of Clay County, Florida.
10. Drainage easement as recorded in O.R. Book 2360, page 1786, of the public records of Clay County, Florida.

ORDINANCE NO. O-09-2024

AN ORDINANCE OF THE CITY COUNCIL OF GREEN COVE SPRINGS, FLORIDA REZONING ±23.37 ACRES OF REAL PROPERTY GENERALLY LOCATED ON CR 15A, IDENTIFIED AS OF A PORTION TAX ID NUMBER 016515-001-00, MORE PARTICULARLY DESCRIBED BY EXHIBIT “A”, FROM HEAVY INDUSTRIAL (COUNTY DESIGNATION) TO M-2, INDUSTRIAL DISTRICT; PROVIDING FOR REPEALER, SEVERABILITY AND SETTING AN EFFECTIVE DATE.

RECITALS

WHEREAS, the City has received a request to amend the Future Land Use Map for the subject parcel from Industrial (County) to Industrial; and

WHEREAS, if the City approved the Future Land Use Map amendment for the subject property it will be designated as Industrial on the Future Land Use Map of the City, and

WHEREAS, the City has received a request to rezone the subject parcel from Heavy Industrial (County) to Industrial District (M-2); 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 March 26, 2024 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 April 2, 2024 and April 16, 2024 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. Zoning Map Amended. The Zoning Map is hereby amended for the following property from Light Industrial (County) to Industrial District (M-2). A portion of Tax Parcel Number 38-06-26-016515-001-00 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. 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 21st DAY OF MARCH 2024.

CITY OF GREEN COVE SPRINGS, FLORIDA

Constance Butler, 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 16th DAY OF MARCH 2024.

CITY OF GREEN COVE SPRINGS, FLORIDA

Constance Butler, Mayor

ATTEST:

Erin West, City Clerk

APPROVED AS TO FORM:

L. J. Arnold, III, City Attorney

EXHIBIT "A"

Tax Parcel Number 38-06-26-016515-001-00

LEGAL DESCRIPTION

A tract of land situated in the Bayard Tract; Clay County, Florida, as per plat thereof prepared by Charles F. Smith recorded in Deed Book "J", pages 273 and 274 of the public records of said county, said tract being a portion of Sections 6 and 7 Block 51, Clinch Estate, as per plat thereof by Gould T. Butler recorded in Plat Book 1, pages 31, 32, 33 and 34 of said public records, All lying in the G.L.F. Clark Grant; Section 38, Township 6 South, Range 26 East; Clay County, Florida; said tract being more particularly described as follows:

Commence at the intersection of the centerline of Oakridge Avenue (County Road 15A) with the Centerline of Green Cove Avenue and run South along the centerline of said Oakridge Ave. with a curve concave Westerly, said curve having a central angle of 15 deg 52 min 10 sec, a radius of 1909.86 feet, an arc length of 528.98 feet and a chord bearing and distance of S 07 deg 13 min 41 sec E, 527.29 feet; thence run S 00 deg 42 min 24 sec W, along said centerline, 51.51 feet; thence leave said centerline and run S 78 deg 56 min 05 sec E, 35.58 feet to an iron rod on the Easterly right of way line of said Oakridge Avenue, said right of way as described in Official Records Book 1545, page 510 and page 513 of said public records and the Point of Beginning; thence run S 00 deg 42 min 24 sec W, along said right of way, 518.46 feet to iron pipe at the Northwest corner of said Official Records Book 1545, page 510; thence continue S 00 deg 42 min 24 sec W, along said right of way line and along the West line of aforesaid lands, 755.80 feet to an iron pipe at the Southwest corner of said lands; thence run East along the South line of said lands with the following courses and distances: East 283.81 feet; N 19 deg 48 min 59 sec E, 161.55 feet; S 70 deg 11 min 01 sec E, 287.10 feet; S 60 deg 56 min 01 sec E, 32.90 feet; S 40 deg 33 min 38 sec E, 22.40 feet; N 66 deg 10 min 19 sec E, 15.20 feet; N 32 deg 26 min 40 sec E, 52.20 feet; S 88 deg 48 min 20 sec E, 94.2 feet to an iron pipe at the Southeasterly corner of said lands; thence leave said South line and run N 30 deg 15 min 03 sec E, 428.28 feet to an iron rod; thence run N 75 deg 16 min 14 sec W, 158.18 feet to an iron rod; thence run N 11 deg 45 min 19 sec E, 477.17 feet to an iron rod; thence run N 09 deg 04 min 47 sec E, 142.03 feet to an iron rod; thence run N 78 deg 56 min 05 sec W, 972.65 feet to the Point of Beginning



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council Regular Session **MEETING DATE:** April 16, 2024
FROM: L.J. Arnold III, City Attorney
SUBJECT: First reading of Ordinance No. O-15-2024 which provides consent for the creation of the Rookery Community Development within the Rookery Development *L.J. Arnold III*

BACKGROUND

The Board of Supervisors for the proposed Rookery Community Development District as set forth in the attached petition letter and materials submitted from their attorney Kutak Rock LLP, to request the City's consent for the District to operate certain security facilities with their subdivision. We have also received a follow up letter from the attorney on February 21, 2024, which is attached. Our staff has been copied with all and have no objections to the District's request. We will need to pass an ordinance to consent to their future actions.

FISCAL IMPACT

Cost savings for City regarding utility maintenance costs.

RECOMMENDATION

Motion to approve Ordinance No. O-15-2024 on first reading for form and legality.

KUTAKROCK

Kutak Rock LLP
107 West College Avenue, Tallahassee, FL 32301-7707
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Katie S. Buchanan
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katie.buchanan@kutakrock.com

February 21, 2024

Via Overnight Delivery

Michael P. Daniels
Development Services Director
City of Green Cove Springs
321 Walnut Street
Green Cove Springs, Florida 32043
E-Mail: mdaniels@greencovesprings.com

Re: Petition to Establish the Rookery Community Development District

Dear Mr. Daniels:

Enclosed please find a copy of the *Petition to Establish the Rookery Community Development District* ("Petition"), along with the filing fee in the amount of \$15,000.00.

To help facilitate the City of Green Cove Springs' review of the Petition and its supporting documents, I prepared the below Table 1, which describes the requirements for a petition establishing a community development district as found in Section 190.005(1) and (2), Florida Statutes, and the correlating Petition paragraph or exhibit.

TABLE 1. STATUTORY REQUIREMENTS FOR PETITION TO ESTABLISH A COMMUNITY DEVELOPMENT DISTRICT		
STATUTORY REFERENCE	PETITION REQUIREMENT	PETITION
§ 190.005(1)(a)1.	A metes and bounds description of the external boundaries of the district.	Petition, Composite Exhibit 2
§ 190.005(1)(a)2.	The written consent to the establishment of the district by all landowners whose real property is to be included in the district.	Petition, Composite Exhibit 3
§ 190.005(1)(a)3.	A designation of five persons to be the initial members of the board of supervisors.	Petition, Paragraph 6

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§ 190.005(1)(a)4.	The proposed name of the district.	Petition, Paragraph 1
§ 190.005(1)(a)5.	A map of the proposed district showing current major trunk water mains and sewer interceptors and outfalls if in existence.	Petition, Composite Exhibit 6
§ 190.005(1)(a)6.	The proposed timetable for construction of the district services and the estimated cost of constructing the proposed services.	Petition, Exhibit 8
§ 190.005(1)(a)7.	The designation of the future general distribution, location, and extent of public and private uses of land proposed for the area by the future land element of the adopted local government comprehensive plan.	Petition, Exhibit 5
§ 190.005(1)(a)8.	A statement of estimated regulatory costs in accordance with the requirements of §120.541, Florida Statutes.	Petition, Exhibit 9

I hope you find this information helpful. Please do not hesitate to contact me if you have any additional questions or concern.

Sincerely,



Katie S. Buchanan

KSB/JLG

Enclosures

**BEFORE THE CITY COUNCIL
CITY OF GREEN COVE SPRINGS, FLORIDA**

IN RE: A Petition to Establish Rookery)
 Community Development District)
_____)

**PETITION TO ESTABLISH
ROOKERY COMMUNITY DEVELOPMENT DISTRICT**

Petitioner, D.R. Horton, Inc. – Jacksonville ("Petitioner"), hereby petitions the City Council of the City of Green Cove Springs pursuant to the "Uniform Community Development District Act of 1980," Chapter 190, Florida Statutes, to establish a Community Development District with respect to the land described herein. In support of this petition, Petitioner states:

1. Name, Location, and Size. The proposed name of the District is Rookery Community Development District. The proposed District is located entirely within the City of Green Cove Springs, Florida. **Exhibit 1** depicts the general location of the proposed District. The proposed District covers approximately 566.02 acres of land. The District is generally located north of First Coast Expressway, west of US 17, east of CR 15A and south of Green Cove Avenue. The metes and bounds description of the external boundaries of the District and a corresponding map of such are set forth in **Composite Exhibit 2**.

2. Excluded Parcels. There are no developable lands within the external boundaries of the proposed District which is to be excluded from the District.

3. Landowner Consent. Petitioner has obtained written consent to establish the District from the owners of one hundred percent of the real property located within the District. Documentation of this consent is contained in **Exhibit 3**.

4. Project Layout. The anticipated layout of the of development within the District is shown in **Exhibit 4**. The proposed development within the District currently contemplates the construction of approximately 1,919 residential units.

5. Existing and Future Land Uses. The existing and future land use within the proposed District is approved for development. Specifically, as indicated on **Exhibit 5**, the proposed District is designated as Neighborhood and Mixed Use Highway (MUH). The proposed land uses for lands contained within the proposed District is consistent with the City's approved Future Land Use Plan.

6. Initial Board Members. The five persons designated to serve as initial members of the Board of Supervisors of the proposed District are as follows:

Name: Robert S. Porter
 Position: Sr. Vice President, Land
 Address: 4220 Race Track Road
 St. Johns, Florida 32259

Name: Anthony Sharp
 Position: Forward Planner
 Address: 4220 Race Track Road
 St. Johns, Florida 32259

Name: Mark Dearing
 Position: Division Counsel
 Address: 4220 Race Track Road
 St. Johns, Florida 32259

Name: John Gislason
 Position: Land Acquisition Manager
 Address: 4220 Race Track Road
 St. Johns, Florida 32259

Name: Greg Matovina
 Position: 12443 San Jose Boulevard, Suite 504
 Address: Jacksonville, Florida 32223

All of the above-listed persons are residents of the State of Florida and citizens of the United States of America. Mr. Porter, Mr. Sharp, Mr. Dearing and Mr. Gislason are officers and/or employees of the Petitioner.

7. Major Water, Wastewater Facilities. The major trunk water mains and sewer interceptors and outfalls in the immediate vicinity of the District are depicted in **Composite Exhibit 6.**

8. District Facilities and Services. **Exhibit 7** identifies the type of facilities Petitioner presently expects the District to finance, construct, acquire or install, as well as the ultimate expected owner and entity responsible for maintenance. The estimated costs of these facilities (and an annual outlay of such costs) are also shown in **Exhibit 8.** At present, these improvements are estimated to be made, constructed, and installed in six (6) phases over the time period from 2024 through 2033. Actual construction timetables and expenditures will likely vary, due in part to the effects of future changes in the economic conditions upon costs such as labor, services, materials, interest rates and market conditions as contemplated and allowed by Section 190.005(1)(a), Florida Statutes. It is contemplated that the District shall exercise those special powers relating recreational facilities including recreation and security as contemplated by Section 190.012(2)(a), Florida Statutes in connection with the facilities.

10. Statement of Estimated Regulatory Costs. **Exhibit 9** is the statement of estimated regulatory costs ("SERC") prepared in accordance with the requirements of Section 120.541, Florida Statutes. The SERC is based upon presently available data. The data and methodology used in preparing the SERC accompany it.

11. Authorized Agent. The Petitioner is authorized to do business in the State of Florida. The authorized agent for the Petitioner is Kutak Rock LLP. See **Exhibit 10** for Authorization of Agent. Copies of all correspondence and official notices should also be sent to:

Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301
Attn: Katie S. Buchanan

12. Pursuant to Section 190.005(2)(e), Florida Statutes, the City must review the petition against the factors set forth in Section 190.005(1)(e), Florida Statutes.

13. Accordingly, this petition to establish Rookery Community Development District should be granted for the following reasons:

a. Establishment of the District and all land uses and services planned within the proposed District are not inconsistent with applicable elements or portions of the effective State Comprehensive Plan or the local Comprehensive Plan.

b. The area of land within the proposed District is part of a planned community. It is of a sufficient size and is sufficiently compact and contiguous to be developed as one functional and interrelated community.

c. The establishment of the District will prevent the general body of taxpayers in the City of Green Cove Springs from bearing the burden for installation of the infrastructure and the maintenance of the above-described facilities within the development encompassed by the District. The District is the best alternative for delivering community development services and facilities to the proposed community without imposing an additional burden on the general population of the local general-purpose government. Establishment of the District in conjunction with a comprehensively planned community, as proposed, allows for a more efficient use of resources.

d. The community development services and facilities of the District will not be incompatible with the capacity and use of existing local and regional community development services and facilities. In addition, the establishment of the District will provide a perpetual entity capable of making reasonable provisions for the operation and maintenance of the District services and facilities.

e. The area to be served by the proposed District is amenable to separate special-district government.

WHEREFORE, Petitioner respectfully requests the City Council of the City of Green Cove Springs to:

- a. schedule a public hearing in accordance with the requirements of Section 190.005(2)(b), Florida Statutes;
- b. grant the petition and adopt an ordinance establishing the District pursuant to Chapter 190, Florida Statutes;
- c. consent to the District's exercise of certain additional powers to finance, fund, plan, establish, acquire, construct, reconstruct, enlarge, or extend, equip, operate, and maintain systems and facilities for parks and facilities for indoor and outdoor recreational, cultural, and educational uses and security, all as authorized and described by Section 190.012 (2)(a) and (d), Florida Statutes; and
- d. grant such other relief as appropriate.

RESPECTFULLY SUBMITTED, this 21st day of February, 2024.

/s/ Katie S. Buchanan

Katie S. Buchanan
Florida Bar No. 14196
Katie.Buchanan@KutakRock.com
Kyle Magee
Florida Bar No. 120117
Kyle.Magee@KutakRock.com
107 West College Avenue
Tallahassee, Florida 32301
(850) 692-7300 (telephone)
(850) 692-7319 (facsimile)

ATTORNEYS FOR PETITIONER

ROOKERY COMMUNITY DEVELOPMENT DISTRICT

EXHIBIT 1

GENERAL LOCATION

January 23, 2024

LEGEND



ROOKERY CDD

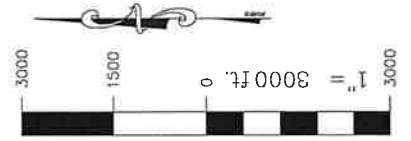


EXHIBIT 2

ROOKERY COMMUNITY DEVELOPMENT DISTRICT

PARCEL 1 LEGAL MAP AND DESCRIPTION

January 23, 2024

ROOKERY CDD PARCEL 1

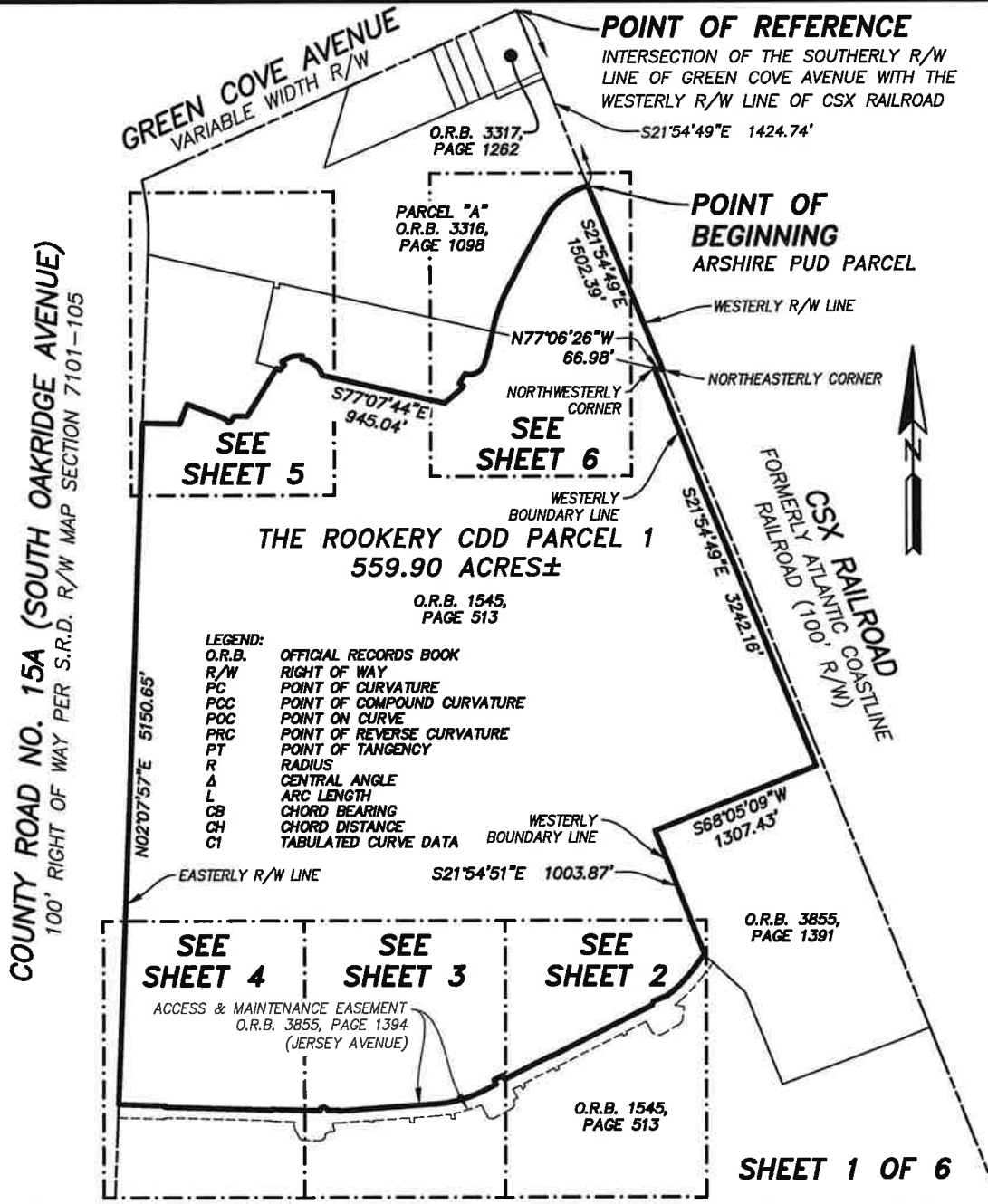
A portion of Section 38 of the George I.F. Clarke Grant, Township 6 South, Range 26 East, Clay County, Florida, being a portion of those lands described and recorded in Official Records Book 1545, page 513 and a portion of Parcel "A" as described and recorded in Official Records Book 3316, page 1098, both of the Public Records of said county and being more particularly described as follows: For a Point of Reference, commence at the intersection of the Southerly right of way line of Green Cove Avenue, a variable width right of way as presently established, with the Westerly right of way line of CSX Railroad, a 100 foot right of way as presently established; thence South 21°54'49" East, along said Westerly right of way line, 1424.74 feet to the Point of Beginning.

From said Point of Beginning, thence South 21°54'49" East, continuing along said Westerly right of way line, 1502.39 feet to the Northeast corner of those lands described and recorded in Official Records Book 3855, page 1391, of said Public Records; thence North 77°06'26" West, departing said Westerly right of way line and along the Northerly line of last said lands, 66.98 feet to the Northwesterly corner thereof; thence Southerly along the Westerly boundary line of last said lands the following 3 courses: Course 1, thence South 21°54'49" East, 3242.16 feet; Course 2, thence South 68°05'09" West, 1307.43 feet; Course 3, thence South 21°54'51" East, 1003.87 feet to a point lying on the Northerly line of that certain Access & Maintenance Easement described and recorded in Official Records Book 3855, page 1394, of said Public Records; thence Westerly along said Northerly line the following 26 courses: Course 1, thence South 37°01'31" West, departing said Westerly boundary line, 149.07 feet to the point of curvature of a curve concave Northwesterly having a radius of 955.00 feet; Course 2, thence Southwesterly along the arc of said curve, through a central angle of 16°3'706", an arc length of 276.99 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 45°20'05" West, 276.02 feet; Course 3, thence South 67°24'13" West, along a non-tangent line, 105.10 feet; Course 4, thence South 53°45'05" West, 12.16 feet; Course 5, thence South 13°14'26" West, 24.72 feet; Course 6, thence South 63°07'28" West, 859.11 feet; Course 7, thence North 26°52'32" West, 5.00 feet; Course 8, thence South 63°07'28" West, 382.73 feet; Course 9, thence North 26°52'32" West, 31.65 feet; Course 10, thence South 63°07'28" West, 74.60 feet; Course 11, thence South 26°52'32" East, 36.65 feet; Course 12, thence South 63°07'28" West, 102.14 feet to the point of curvature of a curve concave Northerly having a radius of 955.00 feet; Course 13, thence Westerly along the arc of said curve, through a central angle of 22°47'15", an arc length of 379.82 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 74°3'105" West, 377.32 feet; Course 14, thence South 85°54'43" West, 731.91 feet; Course 15, thence North 04°05'17" West, 5.00 feet to a point on a non-tangent curve concave Northerly having a radius of 250.00 feet; Course 16, thence Westerly along the arc of said curve, through a central angle of 05°44'03", an arc length of 25.02 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 88°46'45" West, 25.01 feet; Course 17, thence North 88°21'14" West, 61.78 feet; Course 18, thence North 19°49'14" West, 8.30 feet; Course 19, thence North 55°44'57" West, 30.16 feet; Course 20, thence South 67°18'10" West, 29.23 feet; Course 21, thence South 07°09'24" West, 17.00 feet; Course 22, thence North 88°21'14" West, 362.37 feet; Course 23, thence North 88°21'14" West, 5.00 feet; Course 24, thence North 88°21'14" West, 800.00 feet; Course 25, thence North 01°38'46" East, 10.00 feet; Course 26, thence North 88°21'14" West, 355.52 feet to a point lying on the Easterly right of way line of County Road 15A (South Oakridge Avenue), a 100 foot right of way as presently established; thence Easterly along the Southerly and Southeasterly lines of last said lands the following 9 courses: Course 1, thence South 88°31'42" East, departing said Easterly right of way line, 282.59 feet; Course 2, thence North 21°17'17" East, 161.55 feet; Course 3, thence South 68°42'43" East, 287.10 feet; Course 4, thence South 58°52'43" East, 32.90 feet; Course 5, thence South 37°48'54" East, 22.40 feet; Course 6, thence North 70°53'31" East, 15.20 feet; Course 7, thence North 34°14'49" East, 52.23 feet; Course 8, thence South 88°17'22" East, 94.17 feet; Course 9, thence North 31°43'31" East, 427.82 feet to the Easterly most corner thereof; thence South 58°16'29" East, departing said Southeasterly line, 30.00 feet to a point on a non-tangent curve concave Southeasterly having a radius of 175.00 feet; thence through a central angle of the arc of said curve, through a central angle of 16°53'45", an arc length of 51.61 feet to a point on said curve, said arc being subtended by a chord bearing and distance of North 40°10'24" East, 51.42 feet; thence North 41°22'44" West, along a non-tangent line, 29.96 feet to a point on a non-tangent curve concave Southerly having a radius of 198.38 feet; thence Easterly along the arc of said curve, through a central angle of 47°45'50", an arc length of 165.38 feet to a point on said curve, said arc being subtended by a chord bearing and distance of North 73°41'49" East, 160.63 feet; thence South 05°22'04" West, along a non-tangent line, 24.76 feet to a point on a non-tangent curve concave Southwesterly having a radius of 175.00 feet; thence Southwesterly along the arc of said curve, through a central angle of 67°09'24", an arc length of 205.12 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 51°03'13" East, 193.58 feet; thence South 77°07'44" East, along a non-tangent curve concave Northwesterly having a radius of 120.00 feet; thence Northwesterly along the arc of said curve, through a central angle of 87°21'29", an arc length of 182.96 feet to a point of compound curvature, said arc being subtended by a chord bearing and distance of North 63°04'27" East, 165.75 feet; thence Northerly along the arc of a curve concave Westerly having a radius of 950.00 feet, through a central angle of 06°31'27", an arc length of 108.17 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of North 21°40'14" East, 382.43 feet; thence Northwesterly along the arc of a non-tangent curve concave Northwesterly having a radius of 120.00 feet; thence Northwesterly along the arc of said curve, through a central angle of 17°35'55", an arc length of 383.94 feet to a point on said curve, said arc being subtended by a chord bearing and distance of North 21°40'14" East, 382.43 feet; thence Northwesterly along the arc of a non-tangent curve concave Southeasterly having a radius of 1441.24 feet, through a central angle of 05°53'59", an arc length of 148.41 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of North 26°05'53" East, 148.34 feet; thence North 29°02'53" East, 373.29 feet to the point of curvature of a curve concave Southeasterly having a radius of 517.02 feet; thence Northwesterly along the arc of said curve, through a central angle of 39°09'19", an arc length of 353.33 feet to a point on said curve, said arc being subtended by a chord bearing and distance of North 48°37'32" East, 346.49 feet; thence North 68°05'11" East, along a non-tangent line, 70.00 feet to the Point of Beginning.

Containing 559.90 acres, more or less.

SKETCH TO ACCOMPANY DESCRIPTION OF

A PORTION OF SECTION 38 OF THE GEORGE I.F. CLARKE GRANT, TOWNSHIP 6 SOUTH, RANGE 26 EAST, CLAY COUNTY, FLORIDA, BEING A PORTION OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 1545, PAGE 513, AND A PORTION OF PARCEL "A" AS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 3316, PAGE 1098, BOTH OF THE PUBLIC RECORDS OF SAID COUNTY, BEING MORE PARTICULARLY DESCRIBED IN SEPARATE ATTACHMENT.



14775 Old St. Augustine Road, Jacksonville, FL 32258
Tel: (904) 642-8550 Fax: (904) 642-4165
Certificate of Authorization No.: LB 3624

SCALE: 1"=1000'
DATE: MARCH 28, 2023

BOB L. PITTMAN
PROFESSIONAL SURVEYOR AND MAPPER
STATE of FLORIDA PSM No. 4827

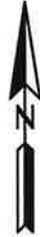
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MATCHLINE SEE SHEET 1

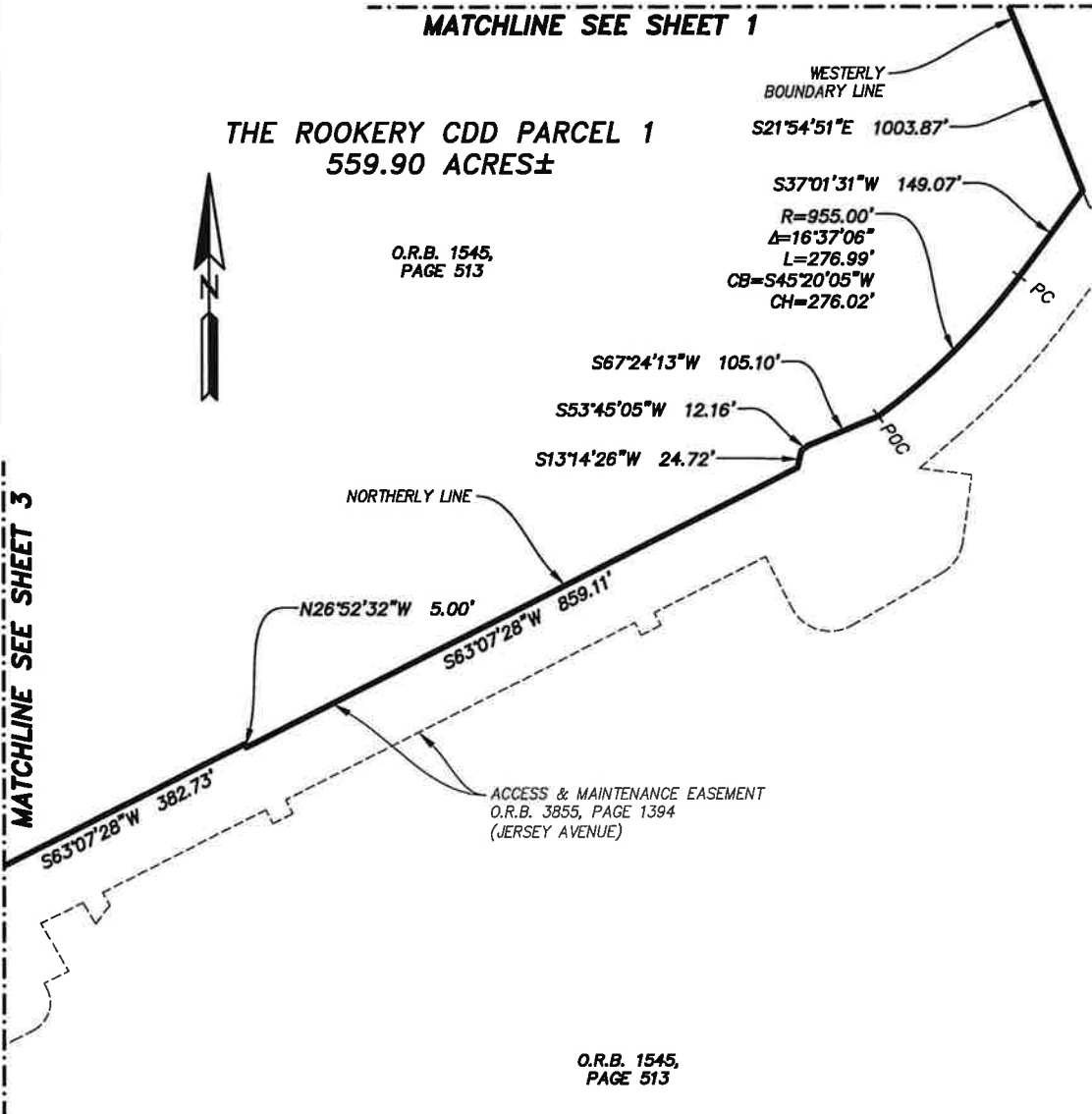
THE ROOKERY CDD PARCEL 1
559.90 ACRES±

O.R.B. 1545,
PAGE 513

WESTERLY
BOUNDARY LINE
S21°54'51"E 1003.87'
S37°01'31"W 149.07'
R=955.00'
Δ=16°37'06"
L=276.99'
CB=S45°20'05"W
CH=276.02'



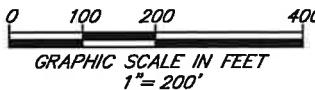
MATCHLINE SEE SHEET 3



O.R.B. 1545,
PAGE 513

- LEGEND:
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 - PCC POINT OF COMPOUND CURVATURE
 - POC POINT ON CURVE
 - PRC POINT OF REVERSE CURVATURE
 - PT POINT OF TANGENCY
 - R RADIUS
 - Δ CENTRAL ANGLE
 - L ARC LENGTH
 - CB CHORD BEARING
 - CH CHORD DISTANCE
 - CI TABULATED CURVE DATA

SHEET 2 OF 6
SEE SHEET 1 FOR GENERAL NOTES.

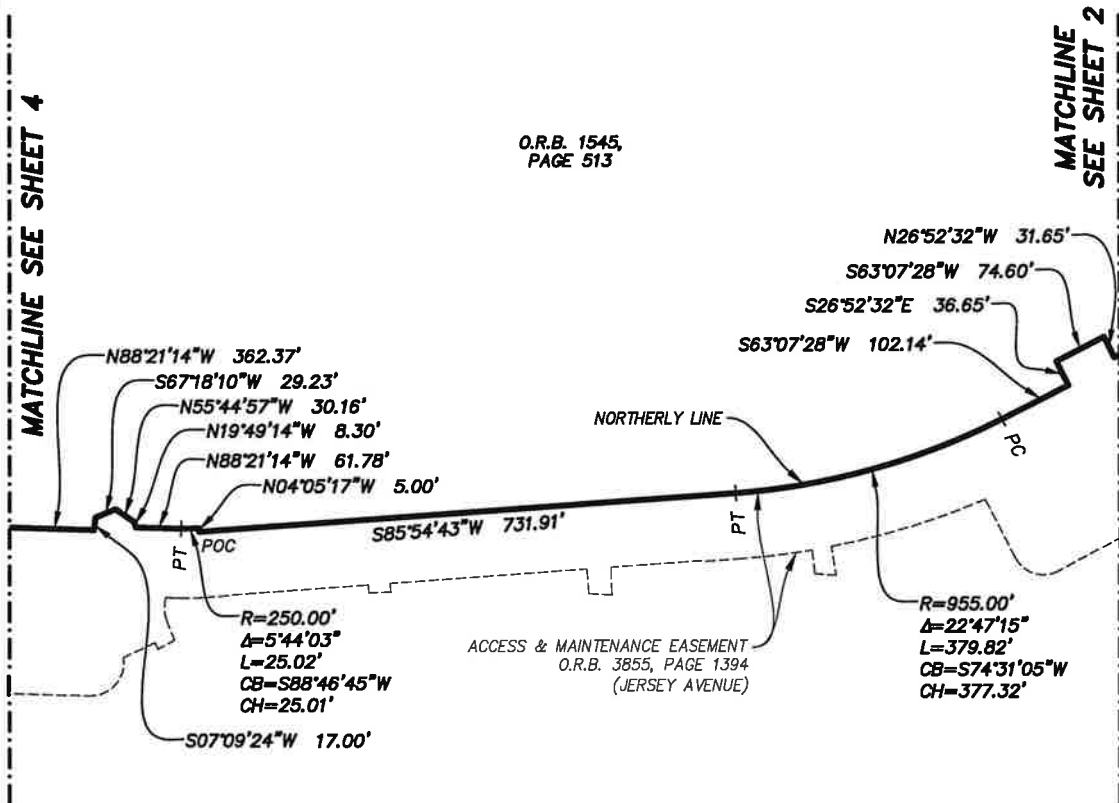


PREPARED BY:
ETM SURVEYING & MAPPING, INC.
14775 OLD ST. AUGUSTINE ROAD
JACKSONVILLE, FL 32258 (904) 642-8550
CERTIFICATE OF AUTHORIZATION NO. LB 3624

A PORTION OF SECTION 38 OF THE GEORGE I.F. CLARKE GRANT, TOWNSHIP 6 SOUTH, RANGE 26 EAST, CLAY COUNTY, FLORIDA, BEING A PORTION OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1545, PAGE 513, AND A PORTION OF PARCEL "A" AS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 3316, PAGE 1098, BOTH OF THE PUBLIC RECORDS OF SAID COUNTY.



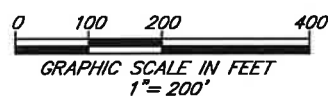
THE ROOKERY CDD PARCEL 1
559.90 ACRES±



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O.R.B. 1545,
PAGE 513

SHEET 3 OF 6
SEE SHEET 1 FOR GENERAL NOTES.



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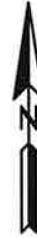
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MATCHLINE SEE SHEET 1

COUNTY ROAD NO. 15A (SOUTH OAKRIDGE AVENUE)

100' RIGHT OF WAY PER S.R.D. R/W MAP SECTION 7101-105

N02°07'57"E 5190.65'



THE ROOKERY CDD PARCEL 1
559.90 ACRES±

O.R.B. 1545,
PAGE 513

MATCHLINE SEE SHEET 3

EASTERLY R/W LINE

N88°21'14"W 355.52'

N01°38'46"E 10.00'

S01°38'46"W 5.00'

N88°21'14"W 800.00'

ACCESS & MAINTENANCE EASEMENT
O.R.B. 3855, PAGE 1394
(JERSEY AVENUE)

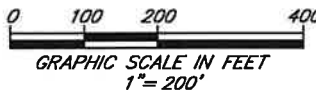
NORTHERLY LINE

N88°21'14"W 362.37'

O.R.B. 1545,
PAGE 513

- LEGEND:
- O.R.B. OFFICIAL RECORDS BOOK
 - R/W RIGHT OF WAY
 - PC POINT OF CURVATURE
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 - L ARC LENGTH
 - CB CHORD BEARING
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 - CI TABULATED CURVE DATA

SHEET 4 OF 6
SEE SHEET 1 FOR GENERAL NOTES.



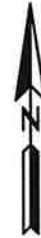
PREPARED BY:
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JACKSONVILLE, FL 32258 (904) 642-8550
CERTIFICATE OF AUTHORIZATION NO. LB 3624

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CURVE TABLE					
CURVE	RADIUS	CENTRAL ANGLE	ARC LENGTH	CHORD BEARING	CHORD DISTANCE
C1	175.00'	16°53'45"	51.61'	N40°10'24"E	51.42'
C2	198.38'	47°45'50"	165.38'	N73°41'49"E	160.63'
C3	175.00'	67°09'24"	205.12'	S51°03'13"E	193.58'

COUNTY ROAD NO. 15A (SOUTH OAKRIDGE AVENUE)
100' RIGHT OF WAY PER S.R.D. R/W MAP SECTION 7101-105

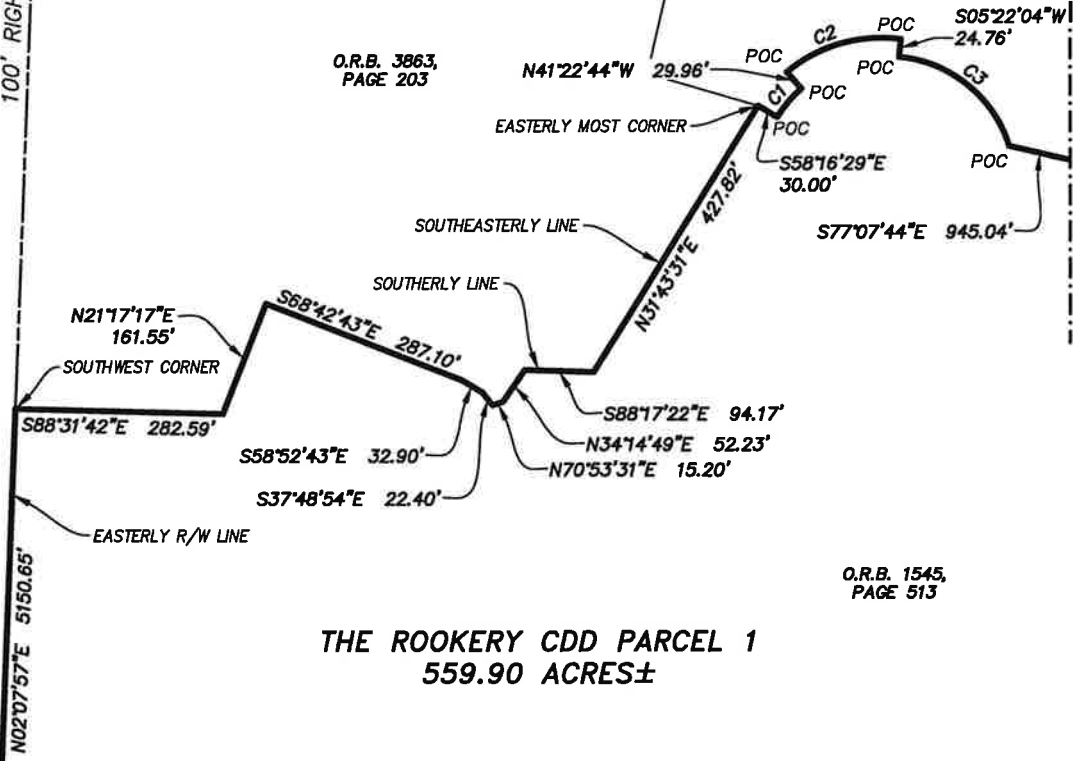
PARCEL "A"
O.R.B. 3316,
PAGE 1098



- LEGEND:
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 - PT POINT OF TANGENCY
 - R RADIUS
 - Δ CENTRAL ANGLE
 - L ARC LENGTH
 - CB CHORD BEARING
 - CH CHORD DISTANCE
 - C1 TABULATED CURVE DATA

O.R.B. 1545,
PAGE 513

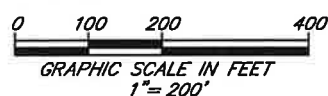
MATCHLINE
SEE SHEET 1



THE ROOKERY CDD PARCEL 1
559.90 ACRES±

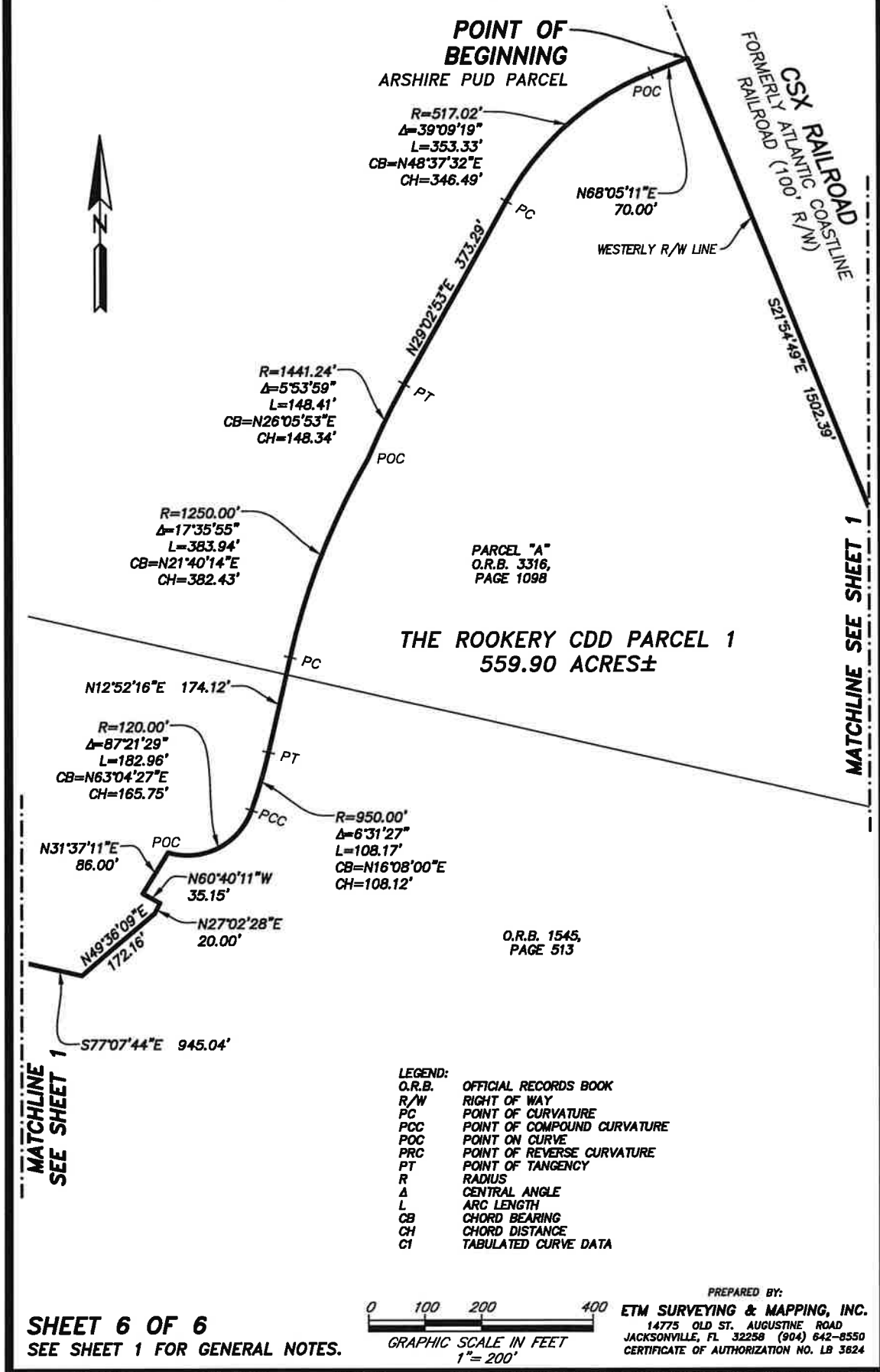
MATCHLINE SEE SHEET 1

SHEET 5 OF 6
SEE SHEET 1 FOR GENERAL NOTES.

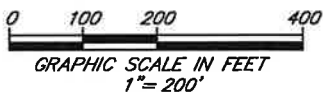


PREPARED BY:
ETM SURVEYING & MAPPING, INC.
14775 OLD ST. AUGUSTINE ROAD
JACKSONVILLE, FL 32258 (904) 642-8550
CERTIFICATE OF AUTHORIZATION NO. LB 3624

A PORTION OF SECTION 38 OF THE GEORGE I.F. CLARKE GRANT, TOWNSHIP 6 SOUTH, RANGE 26 EAST, CLAY COUNTY, FLORIDA, BEING A PORTION OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 1545, PAGE 513, AND A PORTION OF PARCEL "A" AS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 3316, PAGE 1098, BOTH OF THE PUBLIC RECORDS OF SAID COUNTY.



SHEET 6 OF 6
SEE SHEET 1 FOR GENERAL NOTES.



PREPARED BY:
ETM SURVEYING & MAPPING, INC.
14775 OLD ST. AUGUSTINE ROAD
JACKSONVILLE, FL 32258 (904) 642-8550
CERTIFICATE OF AUTHORIZATION NO. LB 3624

ROOKERY COMMUNITY DEVELOPMENT DISTRICT

EXHIBIT 3

PARCEL 2 LEGAL MAP AND DESCRIPTION

January 23, 2024

ROOKERY CDD PARCEL 2

A portion of Lot 3, Block 37, Bayard Tract, Clay County, Florida, recorded in Deed Book "J", pages 273 and 274, together with a portion of Lots 17, 18, 19 and 20, Block 1, South Green Cove Springs, recorded in Deed Book "Z", page 748, also being a portion of those lands described and recorded in Official Records Book 4609, page 1930, all of the Public Records of said county, all lying in Section 38 of the G.I.F. Clark Grant, Township 6 South, Range 26 East, of said county, being more particularly described as follows:

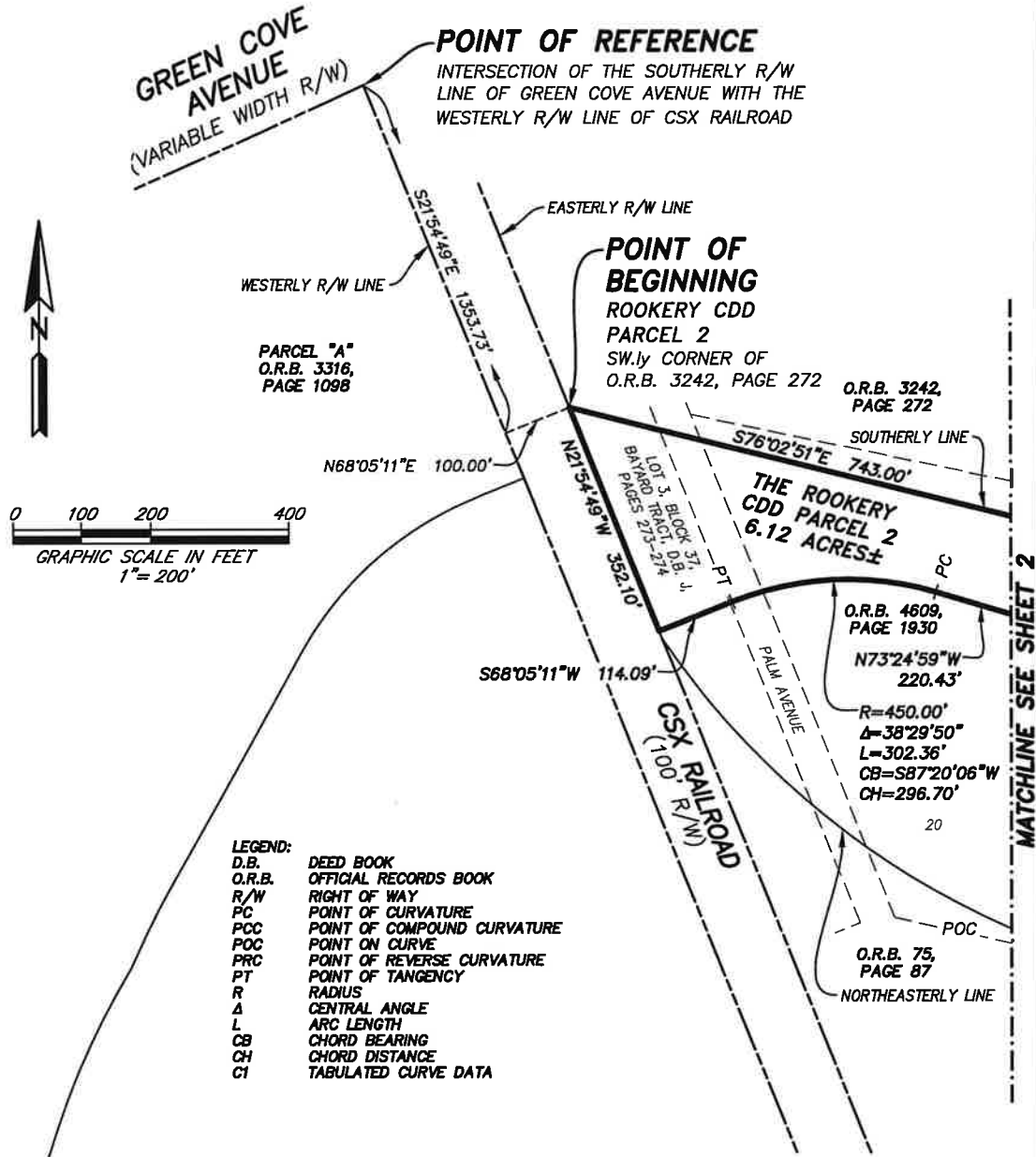
For a Point of Reference, commence at the intersection of the Southerly right of way line of Green Cove Avenue, a variable width right of way as presently established, with the Westerly right of way line of CSX Railroad, a 100 foot right of way as presently established; thence South 21°54'49" East, along said Westerly right of way line, 1353.73 feet; thence North 68°05'11" East, departing said Westerly right of way line, 100.00 feet to the Southwesterly corner of those lands described and recorded in Official Records Book 3242, page 272, of said Public Records and the Point of Beginning.

From said Point of Beginning, thence South 76°02'51" East, along the Southerly line of last said lands, 743.00 feet; thence South 58°42'34" East, departing said Southerly line, 209.58 feet; thence South 65°44'29" East, 253.02 feet to the point of curvature of a curve concave Northerly having a radius of 750.50 feet; thence Easterly along the arc of said curve, through a central angle of 35°24'50", an arc length of 463.88 feet to a point of reverse curvature, said arc being subtended by a chord bearing and distance of South 83°26'54" East, 456.53 feet; thence Easterly along the arc of a curve concave Southerly having a radius of 549.50 feet, through a central angle of 19°07'04", an arc length of 183.35 feet to a point lying on said Southerly line, said arc being subtended by a chord bearing and distance of North 88°24'13" East, 182.50 feet; thence South 76°02'51" East, along said Southerly line and along a non-tangent line, 225.93 feet to a point lying on the Westerly right of way line of State Road No. 15 (U.S. Highway No. 17), a variable width right of way as presently established; thence South 10°38'38" West, along said Westerly right of way line, 146.30 feet to a point on a non-tangent curve concave Southwesterly having a radius of 25.00 feet; thence Northwesterly departing said Westerly right of way line, and along the arc of said curve, through a central angle of 86°41'30", an arc length of 37.83 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of North 32°42'06" West, 34.32 feet; thence North 76°02'51" West, 65.36 feet to the point of curvature of a curve concave Northerly having a radius of 1064.00 feet; thence Westerly along the arc of said curve, through a central angle of 06°08'31", an arc length of 114.06 feet to a point of reverse curvature, said arc being subtended by a chord bearing and distance of North 72°58'36" West, 114.00 feet; thence Westerly along the arc of a curve concave Southerly having a radius of 300.00 feet, through a central angle of 31°21'51", an arc length of 164.22 feet to a point of reverse curvature, said arc being subtended by a chord bearing and distance of North 85°35'16" West, 162.18 feet; thence Westerly along the arc of a curve concave Northerly having a radius of 855.50 feet, through a central angle of 35°31'43", an arc length of 530.49 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of North 83°30'20" West, 522.03 feet; thence North 65°44'29" West, 376.02 feet; thence North 73°24'59" West, 220.43 feet to the point of curvature of a curve concave Southerly having a radius of 450.00 feet; thence Westerly along the arc of said curve, through a central angle of 38°29'50", an arc length of 302.36 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 87°20'06" West, 296.70 feet; thence South 68°05'11" West, 114.09 feet to a point lying on the Easterly right of way line of said CSX Railroad; thence North 21°54'49" West, along said Easterly right of way line, 352.10 feet to the Point of Beginning.

Containing 6.12 acres, more or less.

SKETCH TO ACCOMPANY DESCRIPTION OF

A PORTION OF LOT 3, BLOCK 37, BAYARD TRACT, CLAY COUNTY, FLORIDA, RECORDED IN DEED BOOK "J", PAGES 273 AND 274, TOGETHER WITH A PORTION OF LOTS 17, 18, 19 AND 20, BLOCK 1, SOUTH GREEN COVE SPRINGS, RECORDED IN DEED BOOK "Z", PAGE 748, ALSO BEING A PORTION OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 4609, PAGE 1930, ALL OF THE PUBLIC RECORDS OF SAID COUNTY, ALL LYING IN SECTION 38 OF THE G.I.F. CLARK GRANT, TOWNSHIP 6 SOUTH, RANGE 26 EAST, OF SAID COUNTY, BEING MORE PARTICULARLY DESCRIBED IN SEPARATE ATTACHMENT.



GENERAL NOTES:
 1) THIS IS NOT A SURVEY.
 2) BEARINGS BASED ON THE WESTERLY RIGHT OF WAY LINE OF CSX RAILROAD, BEING SOUTH 21°34'49" EAST.

REVISED JANUARY 23, 2024 TO UPDATE BOUNDARY

SHEET 1 OF 2



14775 Old St. Augustine Road, Jacksonville, FL 32258
 Tel: (904) 642-8550 Fax: (904) 642-4165
 Certificate of Authorization No.: LB 3624

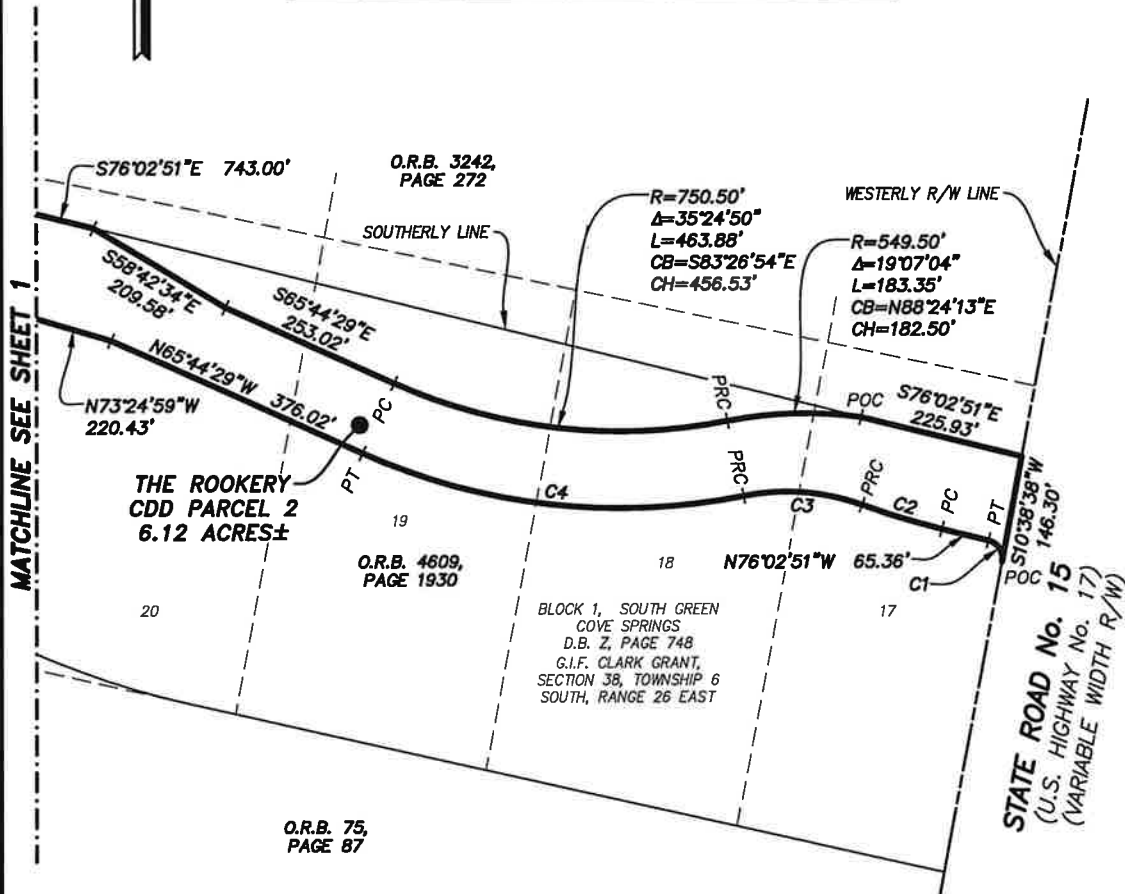
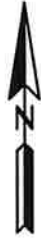
SCALE: 1"=200'
 DATE: MARCH 28, 2023

BOB L. PITTMAN
 PROFESSIONAL SURVEYOR AND MAPPER
 STATE OF FLORIDA PSM No. 4827

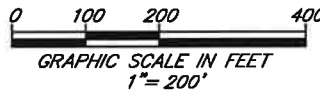
THIS ITEM HAS BEEN ELECTRONICALLY SIGNED AND SEALED USING A DIGITAL SIGNATURE. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

A PORTION OF LOT 3, BLOCK 37, BAYARD TRACT, CLAY COUNTY, FLORIDA, RECORDED IN DEED BOOK "J", PAGES 273 AND 274, TOGETHER WITH A PORTION OF LOTS 17, 18, 19 AND 20, BLOCK 1, SOUTH GREEN COVE SPRINGS, RECORDED IN DEED BOOK "Z", PAGE 748, ALSO BEING A PORTION OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 4609, PAGE 1930, ALL OF THE PUBLIC RECORDS OF SAID COUNTY, ALL LYING IN SECTION 38 OF THE G.I.F. CLARK GRANT, TOWNSHIP 6 SOUTH, RANGE 26 EAST, OF SAID COUNTY,

CURVE TABLE					
CURVE	RADIUS	CENTRAL ANGLE	ARC LENGTH	CHORD BEARING	CHORD DISTANCE
C1	25.00'	86°41'30"	37.83'	N32°42'06"W	34.32'
C2	1064.00'	6°08'31"	114.06'	N72°58'36"W	114.00'
C3	300.00'	31°21'51"	164.22'	N85°35'16"W	162.18'
C4	855.50'	35°31'43"	530.49'	N83°30'20"W	522.03'



- LEGEND:
- D.B. DEED BOOK
 - O.R.B. OFFICIAL RECORDS BOOK
 - R/W RIGHT OF WAY
 - PC POINT OF CURVATURE
 - PCC POINT OF COMPOUND CURVATURE
 - POC POINT ON CURVE
 - PRC POINT OF REVERSE CURVATURE
 - PT POINT OF TANGENCY
 - R RADIUS
 - Δ CENTRAL ANGLE
 - L ARC LENGTH
 - CB CHORD BEARING
 - CH CHORD DISTANCE
 - C1 TABULATED CURVE DATA



SHEET 2 OF 2
SEE SHEET 1 FOR GENERAL NOTES.

PREPARED BY:
ETM SURVEYING & MAPPING, INC.
14775 OLD ST. AUGUSTINE ROAD
JACKSONVILLE, FL 32258 (904) 642-8550
CERTIFICATE OF AUTHORIZATION NO. LB 3624

**CONSENT TO ESTABLISHMENT
OF A COMMUNITY DEVELOPMENT DISTRICT**

The undersigned is the owner of certain lands more fully described on **Exhibit A** attached hereto and made a part hereof ("Property"). The undersigned intends to submit an application to establish a community development district in accordance with the provisions of Chapter 190, *Florida Statutes*.

As an owner of lands that are intended to constitute all or a part of the community development district, the undersigned understands and acknowledges that pursuant to the provisions of Section 190.005, *Florida Statutes*, Petitioner is required to include the written consent to the establishment of the community development district of one hundred percent (100%) of the owners of the lands to be included within the community development district.

The undersigned hereby consents to the establishment of a community development district that will include the Property within the lands to be a part of the community development district and agrees to further execute any documentation necessary or convenient to evidence this consent and joinder during the application process for the establishment of the community development district.

The undersigned acknowledges that the consent will remain in full force and effect until the community development district is established or three years from the date hereof, whichever shall first occur. The undersigned further agrees that it will provide to the next purchaser or successor in interest of all or any portion of the Property a copy of this consent form and obtain, if requested by Petitioner, a consent to the establishment of the community development district in substantially this form.

The undersigned hereby represents and warrants that it has taken all actions and obtained all consents necessary to duly authorize the execution of this consent and joinder by the officer executing this instrument.

Executed this 19 day of February, 2024.

Witnessed:

D. R. HORTON, INC. - JACKSONVILLE

By: [Signature]
Name: Philip A. Frumento
Title: Vice President

[Signature]
Print Name: Deborah McClure

STATE OF FLORIDA
COUNTY OF St. Johns

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 19 day of February, 2024, by Philip A Frumento, as Vice President of D.R. Horton, Inc. - Jacksonville, who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

[Signature]
NOTARY PUBLIC, STATE OF FLORIDA

Name: Deborah E McClure
(Name of Notary Public, Printed, Stamped or Typed as Commissioned)



DEBORAH E. MCCLURE
Commission # GG 967814
Expires July 10, 2024
Bonded Thru Budget Notary Services

Exhibit A
Legal Description

Parcel ID 38-06-26-016515-008-03 and a portion of Parcel 38-06-26-016579-000-00



www.etm-inc.com
tel 904 642 8100 • fax 904 642 4100
14775 Old St. Augustine Road • Jacksonville, Florida 32258

Revised January 23, 2024
March 28, 2023
Page 1 of 2

Work Order No. 20-355.20
File No. 127H-15.20B

The Rookery CDD Parcel 2

A portion of Lot 3, Block 37, Bayard Tract, Clay County, Florida, recorded in Deed Book "J", pages 273 and 274, together with a portion of Lots 17, 18, 19 and 20, Block 1, South Green Cove Springs, recorded in Deed Book "Z", page 748, also being a portion of those lands described and recorded in Official Records Book 4609, page 1930, all of the Public Records of said county, all lying in Section 38 of the G.I.F. Clark Grant, Township 6 South, Range 26 East, of said county, being more particularly described as follows:

For a Point of Reference, commence at the intersection of the Southerly right of way line of Green Cove Avenue, a variable width right of way as presently established, with the Westerly right of way line of CSX Railroad, a 100 foot right of way as presently established; thence South $21^{\circ}54'49''$ East, along said Westerly right of way line, 1353.73 feet; thence North $68^{\circ}05'11''$ East, departing said Westerly right of way line, 100.00 feet to the Southwesterly corner of those lands described and recorded in Official Records Book 3242, page 272, of said Public Records and the Point of Beginning.

From said Point of Beginning, thence South $76^{\circ}02'51''$ East, along the Southerly line of last said lands, 743.00 feet; thence South $58^{\circ}42'34''$ East, departing said Southerly line, 209.58 feet; thence South $65^{\circ}44'29''$ East, 253.02 feet to the point of curvature of a curve concave Northerly having a radius of 750.50 feet; thence Easterly along the arc of said curve, through a central angle of $35^{\circ}24'50''$, an arc length of 463.88 feet to a point of reverse curvature, said arc being subtended by a chord bearing and distance of South $83^{\circ}26'54''$ East, 456.53 feet; thence Easterly along the arc of a curve concave Southerly having a radius of 549.50 feet, through a central angle of $19^{\circ}07'04''$, an arc length of 183.35 feet to a point lying on said Southerly line, said arc being subtended by a chord bearing and distance of North $88^{\circ}24'13''$ East, 182.50 feet; thence South $76^{\circ}02'51''$ East, along said Southerly line and along a non-tangent line, 225.93 feet to a point lying on the Westerly right of way line of State Road No. 15 (U.S. Highway No. 17), a variable width right of way as presently established; thence South $10^{\circ}38'38''$ West, along said Westerly right of way line, 146.30 feet to a point on a non-tangent curve concave Southwesterly having a radius of 25.00 feet; thence Northwesterly departing said Westerly right of way line, and along the arc of said curve, through a central angle of $86^{\circ}41'30''$, an arc length of 37.83 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of North $32^{\circ}42'06''$ West, 34.32 feet; thence North $76^{\circ}02'51''$ West, 65.36 feet to the point of curvature of a curve concave Northerly having a radius of 1064.00 feet; thence Westerly along the arc of said curve, through a central angle of $06^{\circ}08'31''$, an arc length of 114.06 feet to a point of reverse curvature, said arc

Revised January 23, 2024
 March 28, 2023
 Page 2 of 2

Work Order No. 20-355.20
 File No. 127H-15.20B

The Rookery CDD Parcel 2 (continued)

being subtended by a chord bearing and distance of North 72°58'36" West, 114.00 feet; thence Westerly along the arc of a curve concave Southerly having a radius of 300.00 feet, through a central angle of 31°21'51", an arc length of 164.22 feet to a point of reverse curvature, said arc being subtended by a chord bearing and distance of North 85°35'16" West, 162.18 feet; thence Westerly along the arc of a curve concave Northerly having a radius of 855.50 feet, through a central angle of 35°31'43", an arc length of 530.49 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of North 83°30'20" West, 522.03 feet; thence North 65°44'29" West, 376.02 feet; thence North 73°24'59" West, 220.43 feet to the point of curvature of a curve concave Southerly having a radius of 450.00 feet; thence Westerly along the arc of said curve, through a central angle of 38°29'50", an arc length of 302.36 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 87°20'06" West, 296.70 feet; thence South 68°05'11" West, 114.09 feet to a point lying on the Easterly right of way line of said CSX Railroad; thence North 21°54'49" West, along said Easterly right of way line, 352.10 feet to the Point of Beginning.

Containing 6.12 acres, more or less.

AND THOSE LANDS DESCRIBED in the Special Warranty Deed recorded in Clay County Official Records Book 4782, Page 1584 and dated December 27, 2023.

**CONSENT TO ESTABLISHMENT
OF A COMMUNITY DEVELOPMENT DISTRICT**

The undersigned is the owner of certain lands more fully described on **Exhibit A** attached hereto and made a part hereof ("Property"). The undersigned intends to submit an application to establish a community development district in accordance with the provisions of Chapter 190, *Florida Statutes*.

As an owner of lands that are intended to constitute all or a part of the community development district, the undersigned understands and acknowledges that pursuant to the provisions of Section 190.005, *Florida Statutes*, Petitioner is required to include the written consent to the establishment of the community development district of one hundred percent (100%) of the owners of the lands to be included within the community development district.

The undersigned hereby consents to the establishment of a community development district that will include the Property within the lands to be a part of the community development district and agrees to further execute any documentation necessary or convenient to evidence this consent and joinder during the application process for the establishment of the community development district.

The undersigned acknowledges that the consent will remain in full force and effect until the community development district is established or three years from the date hereof, whichever shall first occur. The undersigned further agrees that it will provide to the next purchaser or successor in interest of all or any portion of the Property a copy of this consent form and obtain, if requested by Petitioner, a consent to the establishment of the community development district in substantially this form.

The undersigned hereby represents and warrants that it has taken all actions and obtained all consents necessary to duly authorize the execution of this consent and joinder by the officer executing this instrument.

Executed this 20th day of February, 2024.

Witnessed:

ROOKERY INVESTORS, LLC, a Florida limited liability company

Sharon A. Hudson
Print Name: SHARON A HUDSON

By: Greg E Matovina
Name: Gregory E Matovina
Title: Pres of Matovina + Company, Manager

STATE OF FLORIDA
COUNTY OF DUVAL

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 20th day of FEBRUARY, 2024, by GREGORY E MATOVINA, as PRES OF MATOVINA + COMPANY of Rookery Investors, LLC, who appeared before me this day in person, and who is either personally known to me, or produced MANAGER as identification.



SHARON A. HUDSON
Commission # HH 460421
Expires December 11, 2027

Sharon A. Hudson
NOTARY PUBLIC, STATE OF FLORIDA

Name: SHARON A. HUDSON
(Name of Notary Public, Printed, Stamped or Typed as Commissioned)

Exhibit A

Legal Description



March 28, 2023
Page 1 of 3

Work Order No. 20-355.17
File No. 127H-15.17A

The Rookery CDD Parcel 1

A portion of Section 38 of the George I.F. Clarke Grant, Township 6 South, Range 26 East, Clay County, Florida, being a portion of those lands described and recorded in Official Records Book 1545, page 513 and a portion of Parcel "A" as described and recorded in Official Records Book 3316, page 1098, both of the Public Records of said county and being more particularly described as follows:

For a Point of Reference, commence at the intersection of the Southerly right of way line of Green Cove Avenue, a variable width right of way as presently established, with the Westerly right of way line of CSX Railroad, a 100 foot right of way as presently established; thence South $21^{\circ}54'49''$ East, along said Westerly right of way line, 1424.74 feet to the Point of Beginning.

From said Point of Beginning, thence South $21^{\circ}54'49''$ East, continuing along said Westerly right of way line, 1502.39 feet to the Northeast corner of those lands described and recorded in Official Records Book 3855, page 1391, of said Public Records; thence North $77^{\circ}06'26''$ West, departing said Westerly right of way line and along the Northerly line of last said lands, 66.98 feet to the Northwesterly corner thereof; thence Southerly along the Westerly boundary line of last said lands the following 3 courses: Course 1, thence South $21^{\circ}54'49''$ East, 3242.16 feet; Course 2, thence South $68^{\circ}05'09''$ West, 1307.43 feet; Course 3, thence South $21^{\circ}54'51''$ East, 1003.87 feet to a point lying on the Northerly line of that certain Access & Maintenance Easement described and recorded in Official Records Book 3855, page 1394, of said Public Records; thence Westerly along said Northerly line the following 26 courses: Course 1, thence South $37^{\circ}01'31''$ West, departing said Westerly boundary line, 149.07 feet to the point of curvature of a curve concave Northwesterly having a radius of 955.00 feet; Course 2, thence Southwesterly along the arc of said curve, through a central angle of $16^{\circ}37'06''$, an arc length of 276.99 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South $45^{\circ}20'05''$ West, 276.02 feet; Course 3, thence South $67^{\circ}24'13''$ West, along a non-tangent line, 105.10 feet; Course 4, thence South $53^{\circ}45'05''$ West, 12.16 feet; Course 5, thence South $13^{\circ}14'26''$ West, 24.72 feet; Course 6, thence South $63^{\circ}07'28''$ West, 859.11 feet; Course 7, thence North $26^{\circ}52'32''$ West, 5.00 feet; Course 8, thence South $63^{\circ}07'28''$ West, 382.73 feet; Course 9, thence North $26^{\circ}52'32''$ West, 31.65 feet; Course 10, thence South $63^{\circ}07'28''$ West, 74.60 feet; Course 11, thence South $26^{\circ}52'32''$ East, 36.65 feet; Course 12, thence South $63^{\circ}07'28''$ West, 102.14 feet to the point of curvature of a curve concave Northerly having a radius of 955.00 feet; Course 13, thence Westerly along the arc of said curve, through a central angle of $22^{\circ}47'15''$, an arc length of 379.82 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South $74^{\circ}31'05''$ West, 377.32

March 28, 2023
Page 2 of 3

Work Order No. 20-355.17
File No. 127H-15.17A

The Rookery CDD Parcel 1 (continued)

feet; Course 14, thence South 85°54'43" West, 731.91 feet; Course 15, thence North 04°05'17" West, 5.00 feet to a point on a non-tangent curve concave Northerly having a radius of 250.00 feet; Course 16, thence Westerly along the arc of said curve, through a central angle of 05°44'03", an arc length of 25.02 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 88°46'45" West, 25.01 feet; Course 17, thence North 88°21'14" West, 61.78 feet; Course 18, thence North 19°49'14" West, 8.30 feet; Course 19, thence North 55°44'57" West, 30.16 feet; Course 20, thence South 67°18'10" West, 29.23 feet; Course 21, thence South 07°09'24" West, 17.00 feet; Course 22, thence North 88°21'14" West, 362.37 feet; Course 23, thence South 01°38'46" West, 5.00 feet; Course 24, thence North 88°21'14" West, 800.00 feet; Course 25, thence North 01°38'46" East, 10.00 feet; Course 26, thence North 88°21'14" West, 355.52 feet to a point lying on the Easterly right of way line of County Road 15A (South Oakridge Avenue), a 100 foot right of way as presently established; thence North 02°07'57" East, along said Easterly right of way line, 5150.65 feet to the Southwest corner of those lands described and recorded in Official Records Book 3863, page 203, of said Public Records; thence Easterly along the Southerly and Southeasterly lines of last said lands the following 9 courses: Course 1, thence South 88°31'42" East, departing said Easterly right of way line, 282.59 feet; Course 2, thence North 21°17'17" East, 161.55 feet; Course 3, thence South 68°42'43" East, 287.10 feet; Course 4, thence South 58°52'43" East, 32.90 feet; Course 5, thence South 37°48'54" East, 22.40 feet; Course 6, thence North 70°53'31" East, 15.20 feet; Course 7, thence North 34°14'49" East, 52.23 feet; Course 8, thence South 88°17'22" East, 94.17 feet; Course 9, thence North 31°43'31" East, 427.82 feet to the Easterly most corner thereof; thence South 58°16'29" East, departing said Southeasterly line, 30.00 feet to a point on a non-tangent curve concave Southeasterly having a radius of 175.00 feet; thence Northeasterly along the arc of said curve, through a central angle of 16°53'45", an arc length of 51.61 feet to a point on said curve, said arc being subtended by a chord bearing and distance of North 40°10'24" East, 51.42 feet; thence North 41°22'44" West, along a non-tangent line, 29.96 feet to a point on a non-tangent curve concave Southerly having a radius of 198.38 feet; thence Easterly along the arc of said curve, through a central angle of 47°45'50", an arc length of 165.38 feet to a point on said curve, said arc being subtended by a chord bearing and distance of North 73°41'49" East, 160.63 feet; thence South 05°22'04" West, along a non-tangent line, 24.76 feet to a point on a non-tangent curve concave Southwesterly having a radius of 175.00 feet; thence Southeasterly along the arc of said curve, through a central angle of 67°09'24", an arc length of 205.12 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 51°03'13" East, 193.58 feet; thence South 77°07'44" East, along a non-tangent line, 945.04 feet; thence North 49°36'09" East, 172.16 feet; thence North 27°02'28" East, 20.00 feet; thence North 60°40'11" West, 35.15 feet; thence North 31°37'11" East, 86.00 feet to a point on a non-tangent curve concave Northwesterly having a radius of 120.00 feet; thence Northeasterly along the arc of said curve, through a central angle of 87°21'29", an arc length of 182.96 feet to a point of compound curvature, said arc being subtended by a chord bearing and distance of North 63°04'27" East, 165.75 feet; thence Northerly along the arc of a curve concave Westerly having a radius of 950.00 feet, through a central angle of 06°31'27", an arc length of 108.17 feet to the point of tangency of said curve, said arc being

March 28, 2023
Page 3 of 3

Work Order No. 20-355.17
File No. 127H-15.17A

The Rookery CDD Parcel 1 (continued)

subtended by a chord bearing and distance of North 16°08'00" East, 108.12 feet; thence North 12°52'16" East, 174.12 feet to the point of curvature of a curve concave Easterly having a radius of 1250.00 feet; thence Northerly along the arc of said curve, through a central angle of 17°35'55", an arc length of 383.94 feet to a point on said curve, said arc being subtended by a chord bearing and distance of North 21°40'14" East, 382.43 feet; thence Northeasterly along the arc of a non-tangent curve concave Southeasterly having a radius of 1441.24 feet, through a central angle of 05°53'59", an arc length of 148.41 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of North 26°05'53" East, 148.34 feet; thence North 29°02'53" East, 373.29 feet to the point of curvature of a curve concave Southeasterly having a radius of 517.02 feet; thence Northeasterly along the arc of said curve, through a central angle of 39°09'19", an arc length of 353.33 feet to a point on said curve, said arc being subtended by a chord bearing and distance of North 48°37'32" East, 346.49 feet; thence North 68°05'11" East, along a non-tangent line, 70.00 feet to the Point of Beginning.

Containing 559.90 acres, more or less.

LESS AND EXCEPT those lands conveyed to ADJ Rookery, LLC by the Special Warranty Deed recorded in the Clay County Official Records in Book 4750, Page 547 on August 22, 2023. (38-06-26-016515-008-02)

AND FURTHER LESS AND EXCEPT those lands conveyed to D. R. Horton, Inc. – Jacksonville by Special Warranty Deed recorded in the Clay County Official Records in Book 4782, Page 1584 on December 15, 2023. (38-06-26-016515-008-03)

**CONSENT TO ESTABLISHMENT
OF A COMMUNITY DEVELOPMENT DISTRICT**

The undersigned is the owner of certain lands more fully described on **Exhibit A** attached hereto and made a part hereof ("Property"). The undersigned intends to submit an application to establish a community development district in accordance with the provisions of Chapter 190, *Florida Statutes*.

As an owner of lands that are intended to constitute all or a part of the community development district, the undersigned understands and acknowledges that pursuant to the provisions of Section 190.005, *Florida Statutes*, Petitioner is required to include the written consent to the establishment of the community development district of one hundred percent (100%) of the owners of the lands to be included within the community development district.

The undersigned hereby consents to the establishment of a community development district that will include the Property within the lands to be a part of the community development district and agrees to further execute any documentation necessary or convenient to evidence this consent and joinder during the application process for the establishment of the community development district.

The undersigned acknowledges that the consent will remain in full force and effect until the community development district is established or three years from the date hereof, whichever shall first occur. The undersigned further agrees that it will provide to the next purchaser or successor in interest of all or any portion of the Property a copy of this consent form and obtain, if requested by Petitioner, a consent to the establishment of the community development district in substantially this form.

The undersigned hereby represents and warrants that it has taken all actions and obtained all consents necessary to duly authorize the execution of this consent and joinder by the officer executing this instrument.

Executed this 8th day of November, 2023.

Witnessed: [Signature]

ADJ ROOKERY, LLC, a Florida limited liability company

By: [Signature]

Print Name: Logan Carter

Name: Anand Jobalia

Title: Manager

STATE OF FLORIDA
COUNTY OF Volusia

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 8th day of November, 2023, by Anand Jobalia, as Manager of ADJ Rookery, LLC, who appeared before me this day in person, and who is either personally known to me, or produced as identification.



[Signature]
NOTARY PUBLIC, STATE OF FLORIDA

Name: Felicia Fonseca
(Name of Notary Public, Printed, Stamped or Typed as Commissioned)

Exhibit A

Legal Description

A portion of Section 38 of the George I.F. Clarke Grant, Township 6 South, Range 26 East, Clay County, Florida, being a portion of those lands described and recorded in Official Records Book 1545, page 513, of the Public Records of said county, being more particularly described as follows:

For a Point of Reference, commence at the intersection of the Northerly right of way line of State Road No. 23 (First Coast Outer Beltway), a variable width right of way per Florida Department of Transportation Right of Way Map Section 71493, with the Easterly right of way line of County Road No. 15A (South Oakridge Avenue), a 100' right of way per State Road Department Right of Way Map Section 7101-105; thence North 02°07'57" East, along said Easterly right of way line, 4742.08 feet to the Point of Beginning.

From said Point of Beginning, thence continue North 02°07'57" East, along said Easterly right of way line, 2469.78 feet to the Southwesterly corner of those lands described and recorded in Official Records Book 4580, page 2153, of said Public Records; thence Easterly along the boundary line of last said lands the following 9 courses: Course 1, thence South 88°31'42" East, departing said Easterly right of way line, 282.59 feet; Course 2, thence North 21°17'17" East, 161.55 feet; Course 3, thence South 68°42'43" East, 287.10 feet; Course 4, thence South 58°52'43" East, 32.90 feet; Course 5, thence South 37°48'54" East, 22.40 feet; Course 6, thence North 70°53'31" East, 15.20 feet; Course 7, thence North 34°14'49" East, 52.23 feet; Course 8, thence South 88°17'22" East, 94.17 feet; Course 9, thence North 31°43'31" East, 427.82 feet; thence South 58°16'29" East, departing said boundary line, 30.00 feet to a point on a non-tangent curve concave Southeasterly having a radius of 175.00 feet; thence Northeasterly along the arc of said curve, through a central angle of 16°53'45", an arc length of 51.61 feet to a point on said curve, said arc being subtended by a chord bearing and distance of North 40°10'24" East, 51.42 feet; thence North 41°22'44" West, along a non-tangent line, 29.96 feet to a point on a non-tangent curve concave Southerly having a radius of 198.38 feet; thence Easterly along the arc of said curve, through a central angle of 47°45'50", an arc length of 165.38 feet to a point on said curve, said arc being subtended by a chord bearing and distance of North 73°41'49" East, 160.63 feet; thence South 05°22'04" West, along a non-tangent line, 24.76 feet to a point on a non-tangent curve concave Southwesterly having a radius of 175.00 feet; thence Southeasterly along the arc of said curve, through a central angle of 67°09'24", an arc length of 205.12 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 51°03'13" East, 193.58 feet; thence South 77°07'44" East, along a non-tangent line, 159.64 feet; thence South 07°36'26" East, 27.75 feet to a point on a non-tangent curve concave Westerly having a radius of 329.63 feet; thence Southerly along the arc of said curve, through a central angle of 18°48'59", an arc length of 108.25 feet to a point of compound curvature, said arc being subtended by a chord bearing and distance of South 05°32'51" East, 107.77 feet; thence Southwesterly along the arc of a curve concave Northwesterly having a radius of 114.19 feet, through a central angle of 42°20'42", an arc length of 84.40 feet to a point of reverse curvature, said arc being subtended by a chord bearing and distance of South 25°02'00" West, 82.49 feet; thence Southerly along the arc of a curve concave Easterly having a radius of 100.00 feet, through a central angle of 49°48'01", an arc length of 86.92 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 21°18'21" West, 84.21 feet; thence South 03°35'40" East, 137.02 feet to the point of curvature of a curve concave Northeasterly having a radius of 100.00 feet; thence Southeasterly along the arc of said curve, through a central angle of 67°44'41", an arc length of 118.24 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 37°28'01" East, 111.47 feet; thence South 71°20'21" East, 100.70 feet to the point of curvature of a curve concave Southwesterly having a radius of 100.00 feet; thence Southeasterly along the arc of said curve, through a central angle of 33°25'02", an arc

length of 58.32 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 54°37'50" East, 57.50 feet; thence South 37°55'20" East, 92.83 feet to the point of curvature of a curve concave Westerly having a radius of 30.00 feet; thence Southerly along the arc of said curve, through a central angle of 109°39'38", an arc length of 57.42 feet to a point of compound curvature, said arc being subtended by a chord bearing and distance of South 16°54'30" West, 49.05 feet; thence Westerly along the arc of a curve concave Northerly having a radius of 565.00 feet, through a central angle of 26°23'26", an arc length of 260.24 feet to a point of reverse curvature, said arc being subtended by a chord bearing and distance of South 84°56'02" West, 257.95 feet; thence Westerly along the arc of a curve concave Southerly having a radius of 3150.00 feet, through a central angle of 01°46'01", an arc length of 97.15 feet to a point on said curve, said arc being subtended by a chord bearing and distance of North 82°45'16" West, 97.14 feet; thence South 06°21'43" West, along a non-tangent line, 120.00 feet to a point on a non-tangent curve concave Southerly having a radius of 3030.00 feet; thence Easterly along the arc of said curve, through a central angle of 00°05'48", an arc length of 5.11 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 83°35'22" East, 5.11 feet; thence South 06°27'32" West, along a non-tangent line, 60.00 feet; thence South 02°10'52" West, 86.73 feet; thence South 87°49'08" East, 76.56 feet; thence South 02°10'52" West, 45.00 feet; thence South 87°49'08" East, 36.97 feet; thence South 02°10'52" West, 100.00 feet to a point on a non-tangent curve concave Southeasterly having a radius of 25.00 feet; thence Southwesterly along the arc of said curve, through a central angle of 90°00'00", an arc length of 39.27 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 47°10'52" West, 35.36 feet; thence South 02°10'52" West, 90.00 feet to the point of curvature of a curve concave Northeasterly having a radius of 25.00 feet; thence Southeasterly along the arc of said curve, through a central angle of 90°00'00", an arc length of 39.27 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 42°49'08" East, 35.36 feet; thence South 02°10'52" West, 60.00 feet; thence North 87°49'08" West, 1.00 feet to the point of curvature of a curve concave Southeasterly having a radius of 30.00 feet; thence Southwesterly along the arc of said curve, through a central angle of 90°00'00", an arc length of 47.12 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 47°10'52" West, 42.43 feet; thence South 02°10'52" West, 95.00 feet; thence North 87°49'08" West, 60.00 feet; thence South 02°10'52" West, 19.32 feet to the point of curvature of a curve concave Easterly having a radius of 530.00 feet; thence Southerly along the arc of said curve, through a central angle of 01°15'19", an arc length of 11.61 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 01°33'13" West, 11.61 feet; thence North 87°49'08" West, along a non-tangent line, 148.85 feet to a point on a non-tangent curve concave Southwesterly having a radius of 30.00 feet; thence Southeasterly along the arc of said curve, through a central angle of 86°29'30", an arc length of 45.29 feet to a point of reverse curvature, said arc being subtended by a chord bearing and distance of South 44°34'23" East, 41.11 feet; thence Southerly along the arc of a curve concave Easterly having a radius of 650.00 feet, through a central angle of 16°22'11", an arc length of 185.80 feet to a point of reverse curvature, said arc being subtended by a chord bearing and distance of South 09°30'58" East, 185.17 feet; thence Southwesterly along the arc of a curve concave Northwesterly having a radius of 30.00 feet, through a central angle of 100°37'35", an arc length of 52.69 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 32°36'29" West, 46.17 feet; thence South 82°55'17" West, 49.39 feet to the point of curvature of a curve concave Southerly having a radius of 450.00 feet; thence Westerly along the arc of said curve, through a central angle of 17°01'13", an arc length of 133.68 feet to a point of reverse curvature, said arc being subtended by a chord bearing and distance of South 74°24'40" West, 133.19 feet; thence Westerly along the arc of a curve concave Northerly having a radius of 30.00 feet, through a central angle of 69°35'32", an arc length of 36.44 feet to a point on said curve, said arc being subtended by a chord bearing and distance of North 79°18'10" West, 34.24 feet; thence South 45°29'35" West, along a non-tangent line, 290.34 feet to a point on a non-tangent curve concave Westerly having a radius of 30.00 feet; thence Southerly along the arc of said curve, through a central angle of 78°57'15", an arc length of 41.34 feet to a point of reverse curvature, said arc being subtended by a chord bearing and distance of South

16°18'54" East, 38.15 feet; thence Southerly along the arc of a curve concave Easterly having a radius of 450.00 feet, through a central angle of 19°41'49", an arc length of 154.70 feet to a point of reverse curvature, said arc being subtended by a chord bearing and distance of South 13°18'49" West, 153.94 feet; thence Southwesterly along the arc of a curve concave Northwesterly having a radius of 30.00 feet, through a central angle of 68°18'06", an arc length of 35.76 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 37°36'58" West, 33.68 feet; thence South 18°13'59" East, along a non-tangent line, 76.77 feet to the point of curvature of a curve concave Northwesterly having a radius of 175.00 feet; thence Southwesterly along the arc of said curve, through a central angle of 93°45'36", an arc length of 286.37 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 28°38'49" West, 255.47 feet; thence South 75°31'36" West, 76.77 feet to a point on a non-tangent curve concave Westerly having a radius of 30.00 feet; thence Southerly along the arc of said curve, through a central angle of 58°59'24", an arc length of 30.89 feet to a point of reverse curvature, said arc being subtended by a chord bearing and distance of South 15°01'18" West, 29.54 feet; thence Southerly along the arc of a curve concave Easterly having a radius of 175.00 feet, through a central angle of 55°04'23", an arc length of 168.21 feet to a point of reverse curvature, said arc being subtended by a chord bearing and distance of South 16°58'48" West, 161.81 feet; thence Southwesterly along the arc of a curve concave Northwesterly having a radius of 30.00 feet, through a central angle of 117°16'24", an arc length of 61.40 feet to a point of reverse curvature, said arc being subtended by a chord bearing and distance of South 48°04'49" West, 51.23 feet; thence Southwesterly along the arc of a curve concave Southeasterly having a radius of 175.00 feet, through a central angle of 102°05'52", an arc length of 311.84 feet to a point of reverse curvature, said arc being subtended by a chord bearing and distance of South 55°40'05" West, 272.19 feet; thence Southwesterly along the arc of a curve concave Northwesterly having a radius of 30.00 feet, through a central angle of 75°39'04", an arc length of 39.61 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 42°26'41" West, 36.80 feet; thence South 09°44'30" East, along a non-tangent line, 51.18 feet; thence South 42°13'32" West, 15.22 feet; thence South 84°56'54" West, 32.56 feet; thence North 55°45'45" West, 43.43 feet; thence North 51°15'09" West, 213.61 feet; thence North 87°52'03" West, 115.00 feet to the Point of Beginning.

ROOKERY COMMUNITY DEVELOPMENT DISTRICT

EXHIBIT 4


PROJECT LAYOUT


January 23, 2024

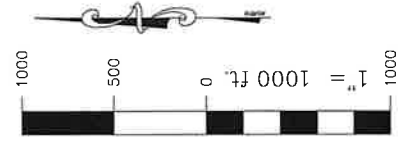
DEVELOPMENT PHASING

PHASE 1	231 LOTS
PHASE 2	540 LOTS
PHASE 3	241 LOTS
PHASE 4	526 LOTS
PHASE 5	226 LOTS
PHASE 6	155 LOTS
TOTAL	1,919 LOTS

LEGEND

 = WETLANDS

 = UPLAND BUFFER



ROOKERY COMMUNITY DEVELOPMENT DISTRICT

EXHIBIT 5

EXISTING / FUTURE LAND USE

January 23, 2024

LEGEND



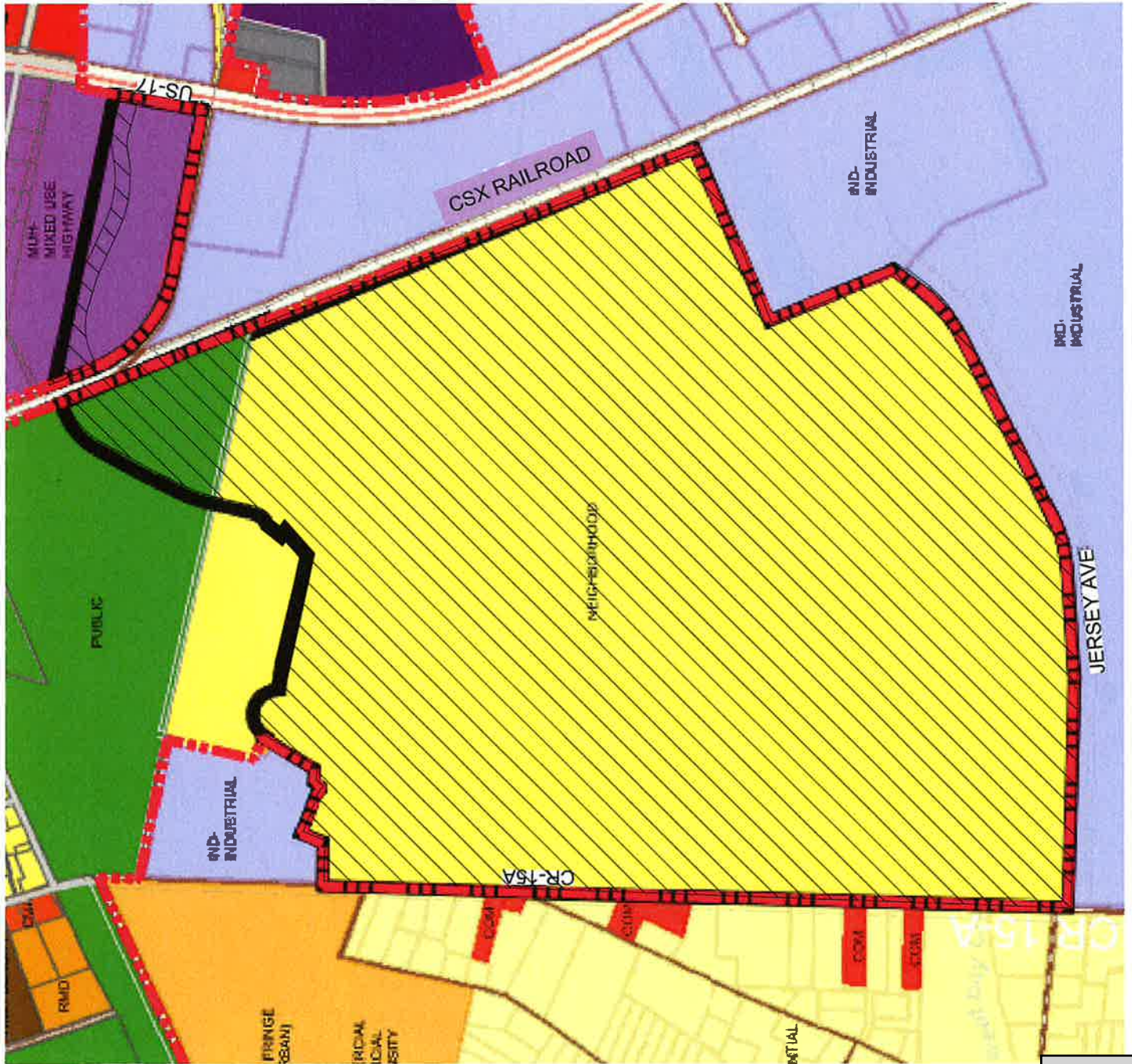
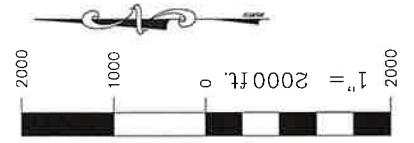
= ROOKERY CDD

AGR = AGRICULTURE

CSV = CONSERVATION

MU = MULTI-USE

MU



ROOKERY COMMUNITY DEVELOPMENT DISTRICT

EXHIBIT 6A

MASTER WATER PLAN

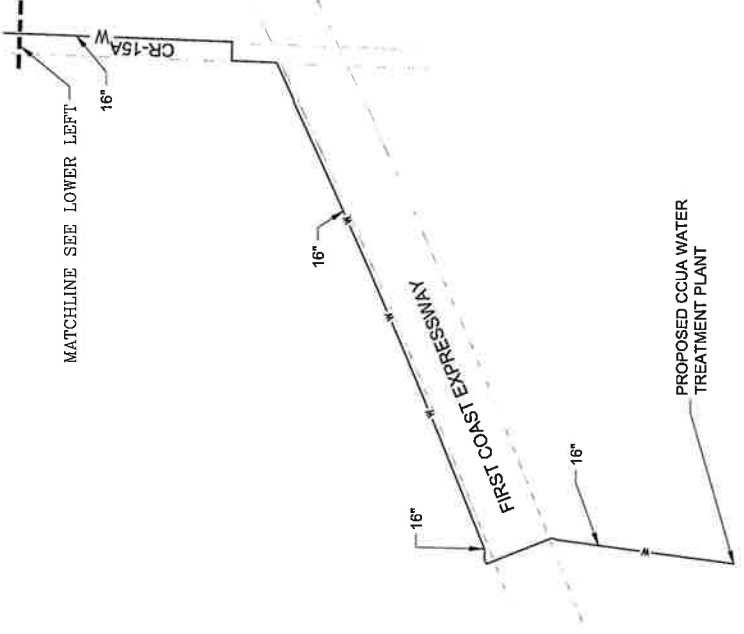
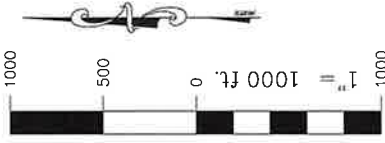
January 23, 2024

LEGEND

--- EXISTING WATER MAINS

—W— PROPOSED WATER MAINS

NOTE: EXACT SIZE AND LOCATION OF WATER MAINS WILL BE DETERMINED AT TIME OF FINAL ENGINEERING DESIGN. RESIDENTIAL SITE PLANS ARE PRELIMINARY AND SUBJECT TO CHANGE.



ROOKERY COMMUNITY DEVELOPMENT DISTRICT

EXHIBIT 6B

MASTER REUSE PLAN

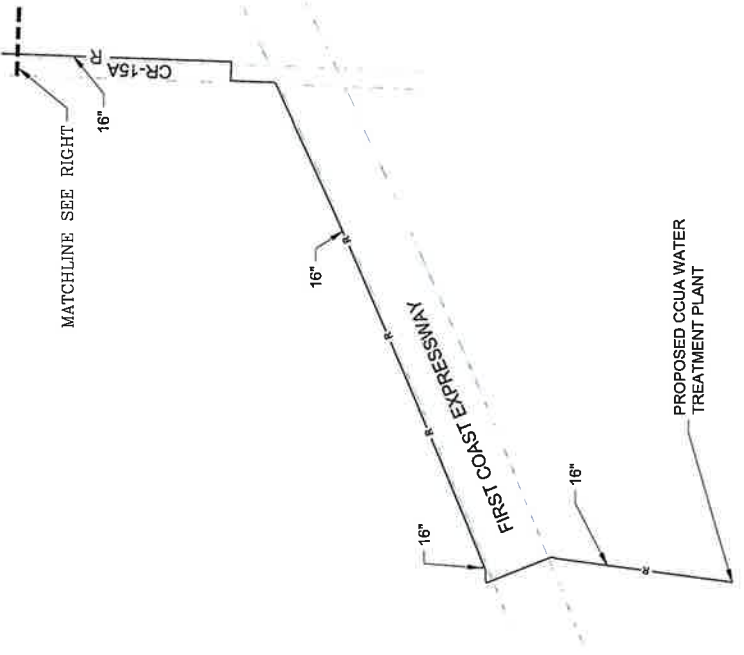
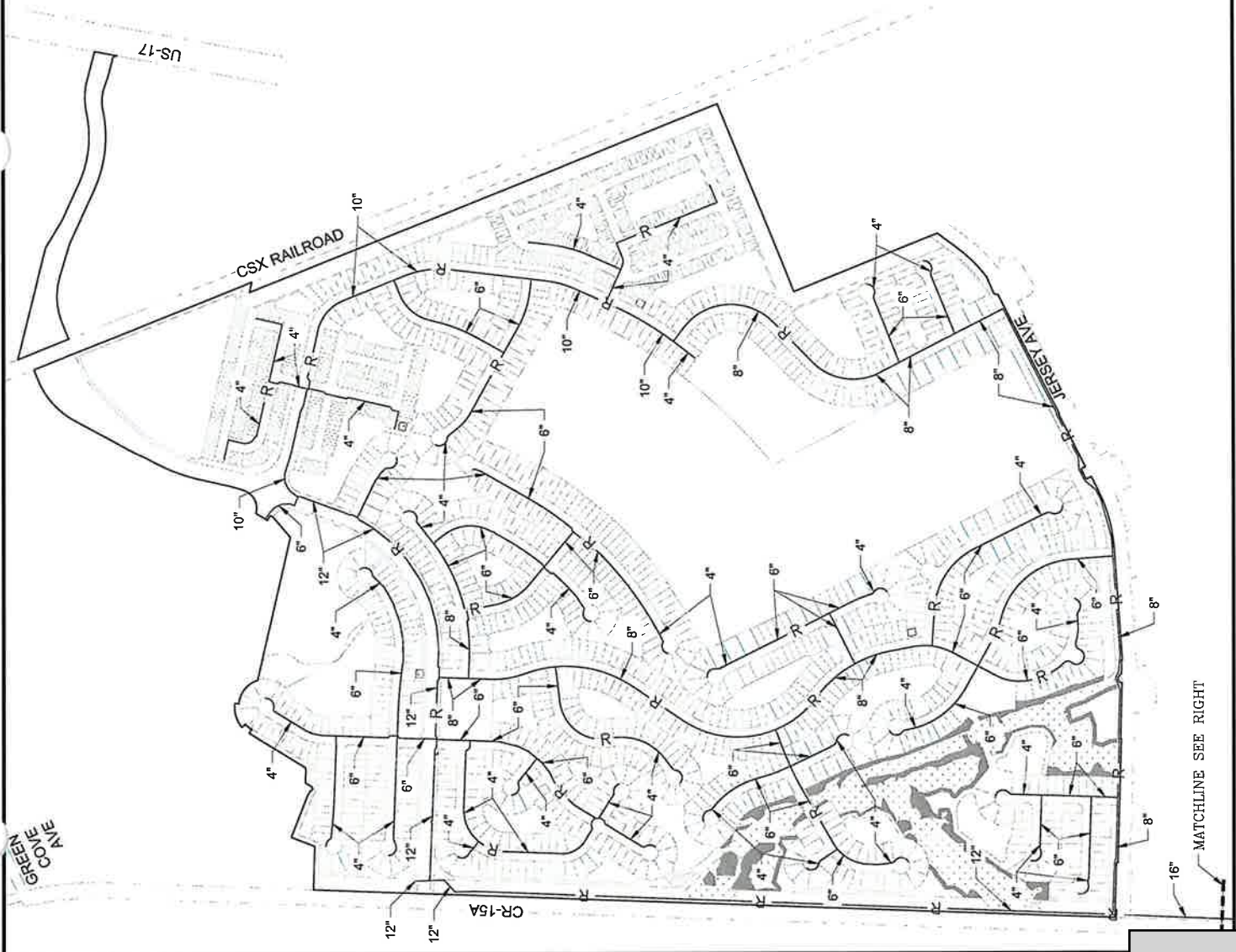
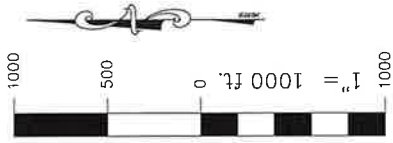
January 23, 2024

LEGEND

--- EXISTING REUSE MAINS

—R— PROPOSED REUSE MAINS

NOTE: EXACT SIZE AND LOCATION OF REUSE MAINS WILL BE DETERMINED AT TIME OF FINAL ENGINEERING DESIGN. RESIDENTIAL SITE PLANS ARE PRELIMINARY AND SUBJECT TO CHANGE.



ROOKERY COMMUNITY DEVELOPMENT DISTRICT

EXHIBIT 6C

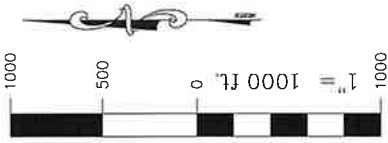
MASTER SEWER PLAN

January 23, 2024

LEGEND

- FM — PROPOSED FORCE MAINS
- S.S. — PROPOSED SEWER MAINS

NOTE: EXACT SIZE AND LOCATION OF SEWER MAINS WILL BE DETERMINED AT TIME OF FINAL ENGINEERING DESIGN. RESIDENTIAL SITE PLANS ARE PRELIMINARY AND SUBJECT TO CHANGE.



ROOKERY COMMUNITY DEVELOPMENT DISTRICT

EXHIBIT 6D

MASTER DRAINAGE PLAN

January 23, 2024

LEGEND

- PROPOSED STORM DRAINAGE PIPES
- STORMWATER POND

NOTE: EXACT SIZE AND LOCATION OF STORM PIPES AND PONDS WILL BE DETERMINED AT TIME OF FINAL ENGINEERING DESIGN. RESIDENTIAL SITE PLANS ARE PRELIMINARY AND SUBJECT TO CHANGE.

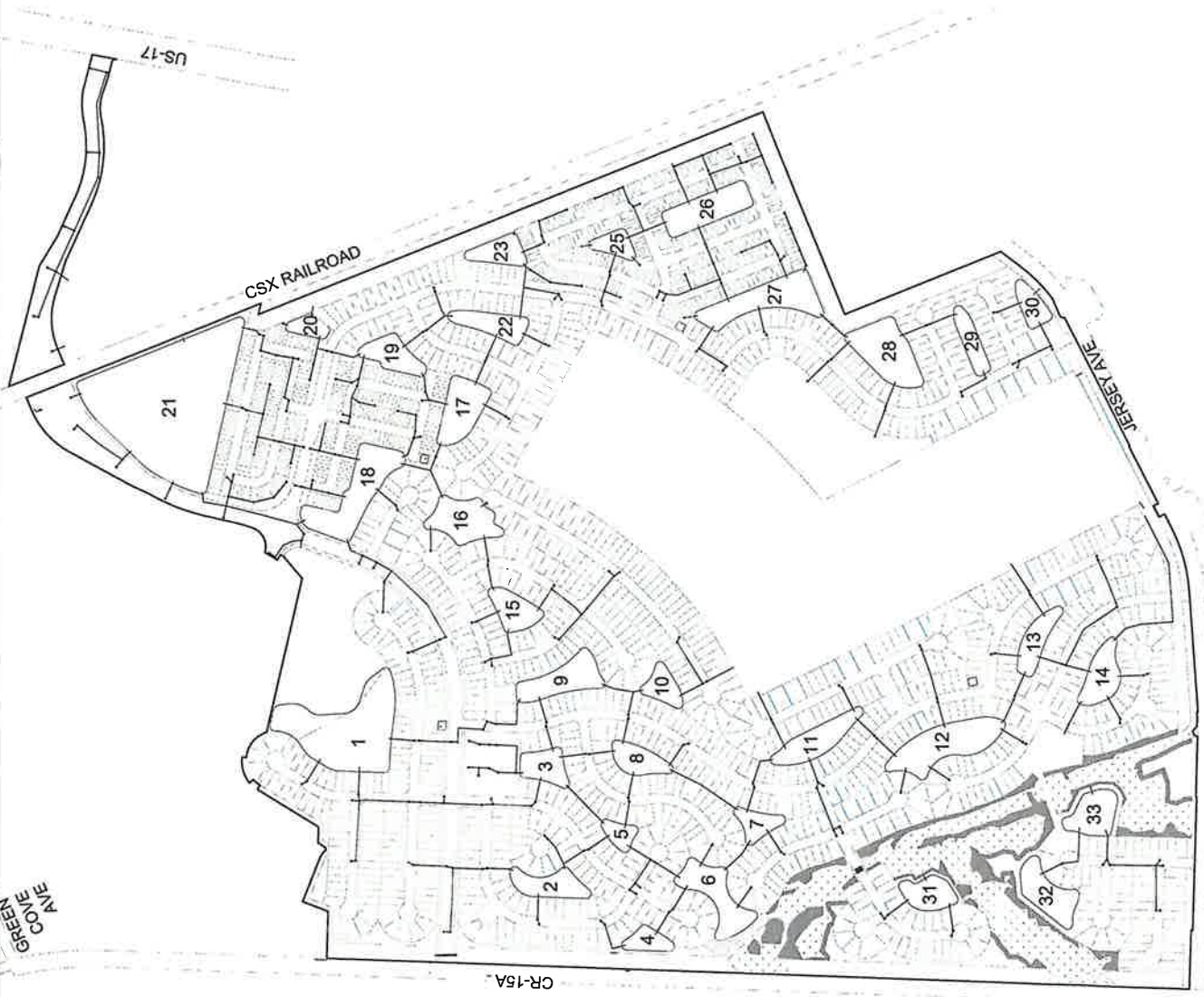
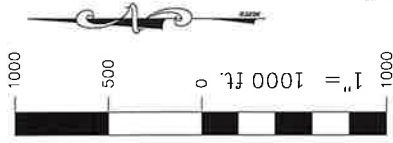


EXHIBIT "8"

ESTIMATED COST SUMMARY ROOKERY COMMUNITY DEVELOPMENT DISTRICT

COST ESTIMATE SHEET ROOKERY COMMUNITY DEVELOPMENT DISTRICT

INFRASTRUCTURE COSTS	Total District Costs	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Current District Annual Outlay ³
1. Clearing and Earthwork	24,582,851	5,654,056	6,637,370	2,458,285	2,212,457	1,720,800	1,966,628	1,474,971	1,229,143	1,229,143	1,229,143	491,657
2. Stormwater Systems	9,226,645	2,122,128	2,491,194	922,665	830,398	645,865	738,132	553,599	461,332	461,332	461,332	184,533
3. Water and Sewer Utilities ¹	33,080,463	7,608,506	8,931,725	3,308,046	2,977,242	2,315,632	2,646,437	1,984,828	1,654,023	1,654,023	1,654,023	661,609
4. Roadway Improvements	24,508,879	5,637,042	6,617,397	2,450,888	2,205,799	1,715,622	1,960,710	1,470,533	1,225,444	1,225,444	1,225,444	490,178
5. Recreational Improvements ²	12,792,753	2,942,333	3,454,043	1,279,275	1,151,348	895,493	1,023,420	767,565	639,638	639,638	639,638	255,855
6. Entry Signage and Landscaping	720,763	165,775	194,606	72,076	64,869	50,453	57,661	43,246	36,038	36,038	36,038	14,415
7. Landscaping, Berm, Fencing, Fountains	258,750	59,513	69,863	25,875	23,288	18,113	20,700	15,525	12,938	12,938	12,938	5,175
8. Electric and Street Lighting ⁴	11,754,926	2,703,633	3,173,830	1,175,493	1,057,943	822,845	940,394	705,296	587,746	587,746	587,746	235,099
9. Engineering, Surveying, Planning, CEI	9,849,575	2,265,402	2,659,385	984,958	886,462	689,470	787,966	590,975	492,479	492,479	492,479	196,992
TOTAL COSTS		\$126,775,605	\$29,158,388	\$34,229,413	\$12,677,561	\$11,409,806	\$8,874,293	\$10,142,048	\$7,606,538	\$6,338,781	\$6,338,781	\$2,535,513

1. Includes all Water, Re-Use, Sewer, Force Main, and Sewage Pump Stations.
2. These estimates contemplate the exercise of special powers pursuant to Sections 190.012(2)(a) and 190.012(2)(d), Florida Statutes. Improvements include Amenity Center and Pocket Parks.
3. Represents anticipated annual outlay of costs based on anticipated construction timeline.
4. Includes only the cost of installation of conduit and other electrical systems.

Note: This exhibit identifies the current intentions of the District and is subject to change based upon various factors such as future development plans or market conditions.

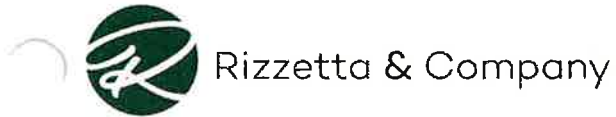
All estimates are 2023 dollars. Recreation cost estimate is based on historical bids for similar work. All other estimated costs are based on historical data for similar work. This cost summary contemplates the exercise of special powers by the District.

EXHIBIT "7"

PROPOSED INFRASTRUCTURE PLAN
ROOKERY
COMMUNITY DEVELOPMENT DISTRICT

FACILITY	CONSTRUCTION	OWNERSHIP	OPERATION MAINTENANCE
Roadways	Developer	CoGCS	CoGCS
Water & Wastewater	Developer	CCUA	CCUA
Stormwater Management	Developer	CDD	CDD
Landscape/Entranceway	Developer	CDD	CDD
Recreation	Developer	CDD	CDD
Electric Service	Developer	CoGCS	CoGCS
Boulevard Street Lighting	Developer	CoGCS	CoGCS
Local Street Lighting	Developer	CDD	CDD

CoGCS = City of Green Cove Springs
CCUA = Clay County Utility Authority



**STATEMENT OF ESTIMATED
REGULATORY COSTS**

FOR

**THE PETITION TO ESTABLISH
ROOKERY
COMMUNITY DEVELOPMENT DISTRICT**

November 8, 2023

ROOKERY COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF ESTIMATED REGULATORY COSTS

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Rizzetta & Company

ROOKERY COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF ESTIMATED REGULATORY COSTS**I. INTRODUCTION****1. PURPOSE AND SCOPE**

This Statement of Estimated Regulatory Costs has been prepared as a component of the petition filed with the City Council of the City of Green Cove Springs, Florida, to establish the Rookery Community Development District ("District") in accordance with Chapter 190.005, Florida Statutes ("F.S."). Specifically, Section 190.005(1)(a)8., F.S., requires that, as part of the petition, a Statement of Estimated Regulatory Costs be prepared pursuant to Section 120.541, F.S.

A community development district ("CDD") is established under the Uniform Community Development District Act of 1980, Chapter 190 of the Florida Statutes, as amended (the "Act"). A CDD is a local unit of special-purpose government that is limited to the performance of those specialized functions authorized by the Act. Those specialized functions consist of planning, financing, constructing and maintaining certain public infrastructure improvements and community development services. As an independent special district, the CDD's governing body establishes its own budget and, within the scope of its authorized powers, operates independently of the local general-purpose governmental entity (i.e., the county or the city) whose boundaries include the CDD.

However, a CDD cannot regulate land use or issue development orders; those powers reside with the local general-purpose government. The Legislature has, in Section 190.004(3), F.S., made this clear by stating:

The establishment of an independent community development district as provided in this act is not a development order within the meaning of chapter 380. All governmental planning, environmental, and land development laws, regulations, and ordinances apply to all development of the land within a community development district. Community development districts do not have the power of a local government to adopt a comprehensive plan, building code, or land development code, as those terms are defined in the Community Planning Act. A district shall take no action which is inconsistent with applicable comprehensive plans, ordinances, or regulations of the applicable local general-purpose government.



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ROOKERY COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF ESTIMATED REGULATORY COSTS

In addition, the parameters for the review and evaluation of community development district petitions are clearly set forth in Section 190.002(2)(d), F.S., as follows:

That the process of establishing such a district pursuant to uniform general law be fair and based only on factors material to managing and financing the service delivery function of the district, so that any matter concerning permitting or planning of the development is not material or relevant.

Therefore, the scope of this Statement of Estimated Regulatory Costs is limited to an evaluation of those factors pertinent to the establishment of a CDD as defined by the Legislature and outlined in Section 120.541(2), F.S.

The purpose of Chapter 190, F.S., is to provide another tool to government and private landowners in their efforts to comply with comprehensive plans which require adequate public facilities and services as pre-conditions for future development.

The CDD is a special purpose unit of local government that is established for the purpose of providing an alternative mechanism for financing the construction of public infrastructure. A CDD must be structured to be financially independent as intended by the Legislature. The cost of any additional public improvements to be constructed or any additional services to be provided by the City of Green Cove Springs (the "City") or Clay County (the "County") as a result of this development will be incurred whether the infrastructure is financed through a CDD or any other alternative financing method. The annual operations and administrative costs of the District will be borne entirely by the District and will not require any subsidy from the State of Florida, City or the County, nor will it place any additional economic burden on those persons not residing within the District.

2. ROOKERY COMMUNITY DEVELOPMENT DISTRICT

The proposed District will encompass approximately 566.02 +/- acres on which D.R. Horton, Inc. - Jacksonville (the "Petitioner") plans to develop a project ("Project"), which currently contemplates approximately 1,919 residential units. The Petitioner is seeking authority, as outlined in Section 190.012, F.S., to establish the District in order to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate and maintain systems, facilities and basic infrastructure that includes, but is not limited to: clearing and earthwork, stormwater systems,



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ROOKERY COMMUNITY DEVELOPMENT DISTRICT
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water and sewer utilities, roadway improvements, recreational improvements, entry signage and landscaping, landscaping, berms, fencing, fountains, electric and street lighting, engineering, surveying, planning, testing or any other project, within or outside the boundaries of the District, required by a development order issued by a local government or the subject of an agreement between the District and a governmental entity.

If approved, the District will be authorized to finance these types of infrastructure improvements through special assessment revenue bonds. Repayment of these bonds will be through non-ad valorem assessments levied against all benefited properties within the District. Ongoing operation and maintenance for District-owned facilities is expected to be funded through maintenance assessments levied against all benefited properties within the District.

II. STATUTORY ITEMS:

Section 120.541(2), F.S. (2023), in pertinent part, provides that the elements a Statement of Estimated Regulatory Costs must contain the following:

(a) An economic analysis showing whether the rule directly or indirectly:

1. Is likely to have an adverse impact on economic growth, private sector job creation or employment, or private sector investment in excess of \$1 million in the aggregate within 5 years after the implementation of the rule;

2. Is likely to have an adverse impact on business competitiveness, including the ability of persons doing business in the state to compete with persons doing business in other states or domestic markets, productivity, or innovation in excess of \$1 million in the aggregate within 5 years after the implementation of the rule; or

3. Is likely to increase regulatory costs, including any transactional costs, in excess of \$1 million in the aggregate within 5 years after the implementation of the rule.



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STATEMENT OF ESTIMATED REGULATORY COSTS

(b) *A good faith estimate of the number of individuals and entities likely to be required to comply with the rule, together with a general description of the types of individuals likely to be affected by the rule.*

(c) *A good faith estimate of the cost to the agency, and to any other state and local government entities, of implementing and enforcing the proposed rule, and any anticipated effect on state or local revenues.*

(d) *A good faith estimate of the transactional costs likely to be incurred by individuals and entities, including local government entities, required to comply with the requirements of the rule. As used in this section, "transactional costs" are direct costs that are readily ascertainable based upon standard business practices, and include filing fees, the cost of obtaining a license, the cost of equipment required to be installed or used or procedures required to be employed in complying with the rule, additional operating costs incurred, the cost of monitoring and reporting, and any other costs necessary to comply with the rule.*

(e) *An analysis of the impact on small businesses as defined by s. 288.703, and an analysis of the impact on small counties and small cities as defined in s. 120.52. The impact analysis for small businesses must include the basis for the agency's decision not to implement alternatives that would reduce adverse impacts on small businesses.*

(f) *Any additional information that the agency determines may be useful.*

(g) *In the statement or revised statement, whichever applies, a description of any regulatory alternatives submitted under paragraph (1)(a) and a statement adopting the alternative or a statement of the reasons for rejecting the alternative in favor of the proposed rule.*

The estimated regulatory impact of establishing the District is summarized below. Statutory requirements are **SHOWN IN BOLD CAPS**.



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ROOKERY COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF ESTIMATED REGULATORY COSTS**1. AN ECONOMIC ANALYSIS SHOWING WHETHER THE ORDINANCE DIRECTLY OR INDIRECTLY:**

A. IS LIKELY TO HAVE AN ADVERSE IMPACT ON ECONOMIC GROWTH, PRIVATE SECTOR JOB CREATION OR EMPLOYMENT, OR PRIVATE SECTOR INVESTMENT IN EXCESS OF \$1 MILLION IN THE AGGREGATE WITHIN 5 YEARS AFTER THE IMPLEMENTATION OF THE RULE;

Practically, the District, as a “special purpose” entity, does not have the legal authority or operational ability to adversely impact economic growth, job creation, or investment. The Project and its related permits and entitlements exist independently of the proposed District. The improvements and services proposed to be provided by the District will be required for successful implementation of the Project regardless of whether or not the District is established. However, it is expected that any economic impact would be positive in nature, particularly in the short term. Establishment of the District will enable the anticipated construction of public infrastructure improvements, which will yield a demand for construction labor and professional consultants. Additionally, the District may choose to finance improvements by the issue of special assessment revenue bonds, which may be an attractive investment for investors. Furthermore, establishment would be expected to have a positive impact on property values and local real estate sales. See generally Sections 3(b) and 5 below. Thus, there will be no adverse impact on economic growth, private sector job creation or employment, or private sector investment as a result of the establishment of the District.

B. IS LIKELY TO HAVE AN ADVERSE IMPACT ON BUSINESS COMPETITIVENESS, INCLUDING THE ABILITY OF PERSONS DOING BUSINESS IN THE STATE TO COMPETE WITH PERSONS DOING BUSINESS IN OTHER STATES OR DOMESTIC MARKETS, PRODUCTIVITY, OR INNOVATION IN EXCESS OF \$1 MILLION IN THE AGGREGATE WITHIN 5 YEARS AFTER THE IMPLEMENTATION OF THE RULE;

Any impact on overall business competitiveness and/or innovation resulting from District establishment will presumably be positive in nature. All professional contributors to creation of the District and anticipated resulting developmental efforts are expected to be either locally or state-based. Once complete, the Project would likely create opportunities for the local real estate industry. Thus, there will be no adverse impact on business competitiveness because of the formation of the proposed District. See generally Section 5 below.



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ROOKERY COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF ESTIMATED REGULATORY COSTS**C. OR IS LIKELY TO INCREASE REGULATORY COSTS, INCLUDING ANY TRANSACTIONAL COSTS, IN EXCESS OF \$1 MILLION IN THE AGGREGATE WITHIN 5 YEARS AFTER THE IMPLEMENTATION OF THE RULE.**

A dramatic increase in overall regulatory or transactional costs is highly unlikely. As will be stated in further detail below, the City may incur incidental administrative costs in reviewing the documents germane to the establishment of the District, although these will be recouped by the establishment fee paid to the City.

The District will incur overall operational costs related to services for infrastructure maintenance, landscaping, and similar items. In the initial stages of development, the costs will likely be minimized. These operating costs will be funded by the landowners through direct funding agreements or special assessments levied by the District. Similarly, the District may incur costs associated with the issuance and repayment of special assessment revenue bonds. While these costs in the aggregate may approach the stated threshold over a five-year period, this would not be unusual for a Project of this nature and the infrastructure and services proposed to be provided by the District will be needed to serve the Project regardless of the existence of the District. Thus, the District-related costs are not additional development costs. Due to the relatively low cost of financing available to CDD's due to the tax-exempt nature of their debt, certain improvements can be provided more efficiently by the District than by alternative entities. Furthermore, it is important to remember that such costs would be funded through special assessments paid by landowners within the District, and would not be a burden on the taxpayers outside the District.

See generally Sections 3 and 4 below.

2. A GOOD FAITH ESTIMATE OF THE NUMBER OF INDIVIDUALS AND ENTITIES LIKELY TO BE REQUIRED TO COMPLY WITH THE ORDINANCE, TOGETHER WITH A GENERAL DESCRIPTION OF THE TYPES OF INDIVIDUALS LIKELY TO BE AFFECTED BY THE ORDINANCE:

The individuals and entities likely to be required to comply with the ordinance or affected by the proposed action (i.e., adoption of the ordinance) can be categorized, as follows: 1) The State of Florida and its residents, 2) the City and its residents, 3) current property owners, and 4) future property owners.



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ROOKERY COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF ESTIMATED REGULATORY COSTSa. The State of Florida

The State of Florida and its residents and general population will not incur any compliance costs related to the establishment and on-going administration of the District, and will only be affected to the extent that the State incurs those nominal administrative costs outlined in Section 3.a.2. below. The cost of any additional administrative services provided by the State as a result of this project will be incurred whether the infrastructure is financed through a CDD or any alternative financing method.

b. City of Green Cove Springs

The City and its residents not residing within the boundaries of the District will not incur any compliance costs related to the establishment and on-going administration of the District other than any one-time administrative costs outlined in Section 3.a.1. below. Once the District is established, these residents will not be affected by adoption of the ordinance. The cost of any additional administrative services provided by the City as a result of this development will be incurred whether the infrastructure is financed through a CDD or any alternative financing method.

c. Current Property Owners

The current property owners of the lands within the proposed District boundaries will be affected to the extent that the District allocates debt for the construction of infrastructure and undertakes operation and maintenance responsibility for that infrastructure.

d. Future Property Owners

The future property owners are those who will own property in the proposed District. These future property owners will be affected to the extent that the District allocates debt for the construction of infrastructure and undertakes operation and maintenance responsibility for that infrastructure.

3. A GOOD FAITH ESTIMATE OF THE COST TO THE AGENCY, AND TO ANY OTHER STATE AND LOCAL ENTITIES, OF IMPLEMENTING AND ENFORCING THE PROPOSED ORDINANCE, AND ANY ANTICIPATED EFFECT ON STATE AND LOCAL REVENUES:



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ROOKERY COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF ESTIMATED REGULATORY COSTSa. Costs to Governmental Agencies of Implementing and Enforcing the Ordinance1. City of Green Cove Springs ("Agency")

Because the District encompasses less than 2,500 acres, this petition is being submitted to the City (i.e., the "Agency" under Section 120.541(2), F.S.) for approval in accordance with Section 190.005(2), F.S. The Agency may incur certain one-time administrative costs involved with the review of this petition, although this will be offset by the Petitioner's payment of a one-time filing fee.

Once the District has been established, the Agency will not incur any quantifiable on-going costs resulting from the on-going administration of the District. As previously stated, the CDD operates independently from the County and all administrative and operating costs incurred by the District relating to the financing and construction of infrastructure are borne entirely by the District. The District will submit, for informational purposes, its annual budget, financial report, audit and public financing disclosures to the Agency. Since there are no legislative requirements for review or action, the Agency should not incur any costs. The Agency may, however, choose to review these documents.

2. State of Florida

Once the District has been established, the State of Florida will incur only nominal administrative costs to review the periodic reports required pursuant to Chapters 190 and 189, F.S. These reports include the annual financial report, annual audit and public financing disclosures. To offset these costs, the Legislature has established a maximum fee of \$175 per District per year to pay the costs incurred by the Department of Economic Opportunity to administer the reporting requirements of Chapter 189, F.S. This amount would be funded by District revenues. Because the District, as defined in Chapter 190, F.S., is designed to function as a self-sufficient special-purpose governmental entity, it is responsible for its own management. Therefore, except for the reporting requirements outlined



ROOKERY COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF ESTIMATED REGULATORY COSTS

above, or later established by law, no additional burden is placed on the State once the District has been established.

3. The District

The District will incur costs for operations and maintenance of its facilities and for its administration. These costs will be completely paid for from annual assessments levied against all properties within the District benefiting from its facilities and its services.

b. Impact on State and Local Revenues

It is anticipated that approval of this petition will not have any negative effect on state or local revenues. The District is an independent unit of local government. It is designed to provide community facilities and services to serve the Project. It has its own sources of revenue. No State or local subsidies are required or expected. There is however, the potential for an increase in State sales tax revenue resulting from a stimulated economy although it is not possible to estimate this increase with any degree of certainty. In addition, local ad valorem tax revenues may be increased due to long-lasting increases in property values resulting from the District's construction of infrastructure and on-going maintenance services. Similarly, private development within the District, which will be facilitated by the District's activities, should have a positive impact on property values and therefore ad valorem taxes.

In addition, impact fee and development permit revenue is expected to be generated by private development within the District and, accordingly, should also increase local revenues.

Lastly, some express a concern that a CDD obligation could become a State, County or City obligation thereby negatively affecting State or local revenues. This cannot occur, as Chapter 190 specifically addresses this issue and expressly states: "It is further the purpose and intent of the Legislature that no debt or obligation of a district constitutes a burden on any local general-purpose government without its consent." Section 190.002(3), F.S. "A default on the bonds or obligations of a district shall not constitute a debt or obligation of a local general-purpose government or the state." Section 190.016(15), F.S.



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In summary, establishing the District will not create any significant economic costs for the State of Florida or for the City.

4. A GOOD FAITH ESTIMATE OF THE TRANSACTIONAL COSTS LIKELY TO BE INCURRED BY INDIVIDUALS AND ENTITIES, INCLUDING LOCAL GOVERNMENT ENTITIES, REQUIRED TO COMPLY WITH THE REQUIREMENTS OF THE ORDINANCE:

The transactional costs associated with adoption of an ordinance to establish the District are primarily related to the financing of infrastructure improvements. The District will determine what infrastructure it considers prudent to finance through the sale of bonds. The District plans to provide various community facilities and services to serve the properties within the District. An estimate of these facilities and services, along with their estimated costs, are provided below.

FACILITY	OWNERSHIP	OPERATION / MAINTENANCE
Roadways	City	City
Water & Wastewater	Clay County Utility Authority	Clay County Utility Authority
Stormwater Management	CDD	CDD
Landscape/Entranceway	CDD	CDD
Recreation	CDD	CDD
Electric Service	City of Green Cove Springs	City
Boulevard Street Lighting	City of Green Cove Springs	City
Local Street Lighting	CDD	CDD

Summary of Estimated Construction Costs for District Public Infrastructure Improvements

Description	Estimated Costs
Clearing and Earthwork	\$24,582,851
Stormwater Systems	\$9,226,645
Water and Sewer Utilities	\$33,080,463
Roadway Improvements	\$24,508,879
Recreational Improvements	\$12,792,753
Entry Signage and Landscaping	\$720,763
Landscaping, Berm, Fencing and Fountains	\$258,750
Electric and Street Lighting Conduit	\$11,754,926
Engineering, Surveying, Planning, CEI	\$9,849,575
Total	\$126,775,605

Note: As required by Section 190.0059(1)(a)6, Florida Statutes, the estimated cost of constructing the proposed services are estimates submitted in good faith and are not binding and may be subject to change. Petitioner has submitted cost estimates based on presently anticipated improvements and understands that the amounts listed may change.



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STATEMENT OF ESTIMATED REGULATORY COSTS

It is important to note that the various costs are typical for developments of the type contemplated here. In other words, there is nothing peculiar about the District's financing estimates for the infrastructure. These costs are not in addition to normal Project costs.

Once the decision is made to issue bonds, it is expected that assessments will be levied against benefited property owners within the proposed District. The revenue generated by payment of these assessments will be used to repay the bonds. The obligation to pay the assessments will "run with the land" and will be transferred to new property owners upon sale of any portions of the property. It should be noted that the District may not fund all of its planned public infrastructure improvements via the issuance of long-term bonds.

To fund the cost of maintaining infrastructure that the District maintains, operation and maintenance assessments may be imposed on the District property owners. As with the special assessments for infrastructure acquisition and construction, the property owner will be responsible for payment of these assessments on the basis of the amount of benefited property owned.

All persons choosing to acquire property in the District will be responsible for such assessments in addition to the taxes or assessments imposed by the City, County or other taxing authorities.

In exchange for the payment of these special assessments, there are potential benefits to be derived by the future property owners. Specifically, these persons can expect to receive a higher level of services because they, the property owners, will elect the members of the District's Board of Supervisors. Further, the District is limited in jurisdiction and responsibility to this single project. Therefore, the District should be extremely responsive to the needs of the property owners within the District.

5. AN ANALYSIS OF THE IMPACT ON SMALL BUSINESSES AS DEFINED BY S. 288.703, AND AN ANALYSIS OF THE IMPACT ON SMALL COUNTIES AND SMALL CITIES AS DEFINED IN S. 120.52:

Establishing the District should not have any negative impact on small businesses. Any business, large or small, has the option of locating itself in a CDD provided the local governmental authority has issued the appropriate land use approvals. Those that choose this option will be subject to the



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STATEMENT OF ESTIMATED REGULATORY COSTS

financial obligations imposed by the District and will accrue the benefits resulting from being in the District.

Furthermore, the District must operate according to Florida's "Sunshine" laws and must follow certain competitive bidding requirements for certain goods and services it will purchase. As a result, small businesses should be better able to compete for District business serving the lands to be included within the District.

A CDD does not discriminate in terms of the size of businesses that can be located within the boundaries or transact business with the CDD.

Establishment of the District should have a positive impact on the small businesses of the local economy. As outlined above, success of the Project should generate increased employment and stimulate economic activity in the area through increased construction expenditures related to infrastructure and private development, thus providing enhanced opportunity for small businesses.

The City of Green Cove Springs is not defined as a small county, for purposes of this requirement.

In addition, establishment of a District should not have a negative impact on small cities or counties, because the cost to construct the infrastructure is borne entirely by the property owners within the District.

6. ANY ADDITIONAL INFORMATION THAT THE AGENCY DETERMINES MAY BE USEFUL:

Certain data utilized in this report was provided by the Petitioner and represents the best information available at this time. Other data was provided by Rizzetta & Company and was based on observations, analysis and experience with private development and other CDD's in various stages of existence.

Finally, it is useful to reflect upon the question of whether the proposed formation of the District is the best alternative to provide community facilities and services to the Project. As an alternative to the District, the City or County could finance the public infrastructure improvements, either directly or through the use of a County-controlled special taxing or assessment district. However, the City or County undertaking the implementation of the improvements would naturally have an impact on the finances of the City and County. Unlike the District, this alternative would require the City or County to continue to administer the Project and its facilities and services. As a



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result, the costs for these services and facilities would not be sequestered to the land directly benefiting from them, as the case would be with the District. Additionally, the financing of the Project through the issuance of debt by a City-created district could impact the County's credit rating.

Another alternative to the District would be for the developer to provide the infrastructure and to use a homeowners association ("HOA") for operations and maintenance of community facilities and services. A District is superior to a HOA for a variety of reasons. First, unlike a HOA, a District can impose and collect its assessments in the same manner as ad valorem property taxes. Therefore, the District is far more assured of obtaining its needed funds than is a HOA. Second, the proposed District is a unit of local government and so must operate pursuant to Florida's Government-in-the-Sunshine laws and other regulations applicable to public entities. Finally, the District has the ability to issue tax exempt municipal-grade bonds to finance the construction of infrastructure improvements providing for a mechanism to lower the impact of costs

A District also is preferable to these alternatives from a government accountability perspective. With a District as proposed, property owners within the District would have a focused unit of government under their direct control. The District can then be more responsive to property owner needs without disrupting other City or County responsibilities.

7. A DESCRIPTION OF ANY REGULATORY ALTERNATIVES SUBMITTED AND A STATEMENT ADOPTING THE ALTERNATIVE OR A STATEMENT OF THE REASONS FOR REJECTING THE ALTERNATIVE IN FAVOR OF THE PROPOSED RULE:

For the above-stated reasons, the alternatives should be rejected and the ordinance establishing the District should be adopted.



AUTHORIZATION OF AGENT

This letter shall serve as a designation of Katie Buchanan of Kutak Rock LLP, whose address is 107 West College Avenue, Tallahassee, Florida 32301, to act as agent for D.R. Horton, Inc. - Jacksonville, with regard to any and all matters pertaining to the Petition to the City Council of the City of Green Cove Springs, Florida, to establish a Community Development District pursuant to Chapter 190, *Florida Statutes*. The petition is true and correct. This authorization shall remain in effect until revoked in writing.

Witnessed:

D.R. HORTON, INC. - JACKSONVILLE,
a Delaware corporation

RSdwt
Print Name: ROBERT PORTER

By: [Signature]
Name: Philip A. Fremento
Title: Vice President

STATE OF FLORIDA
COUNTY OF St. Johns

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 8 day of NOV, 2023, by Philip A. Fremento, as Vice President of D.R. Horton, Inc. - Jacksonville, who appeared before me this day in person, and who is either personally known to me or produced _____ as identification.



DEBORAH E. MCCLURE
Commission # GG 967814
Expires July 10, 2024
Bonded Thru Budget Notary Services

[Signature]
NOTARY PUBLIC, STATE OF FLORIDA

Name: Deborah E. McClure
(Name of Notary Public, Printed, Stamped or Typed as Commissioned)

ORDINANCE NO. O-15-2024

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, GRANTING CONSENT TO ESTABLISH THE ROOKERY COMMUNITY DEVELOPMENT DISTRICT PURSUANT TO CHAPTER 190, FLORIDA STATUTES PROVIDING FOR CONFLICT, SEVERABILITY, CODIFICATION, AND SETTING AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 190.012(2), Florida Statutes (2023), the Board of Supervisors, consisting of 100% of the property owners have requested that the City of Green Cove Springs (“City”) grant its consent for the District to exercise the power establish to plan, finance, acquire, construct, operate and maintain infrastructure and community facilities which may be authorized by such district under Florida law, including but not limited to: roadways, water and wastewater systems, stormwater management, landscaping and entranceway improvements, recreation, electric service, street lighting and other infrastructure all as authorized and described by Section 190.012(2)(a) and (d) Florida Statutes; and

WHEREAS, based upon the materials submitted by the CDD, include but not limited to:

- Petition to Establish CDD
- Map
- Legal Description
- Consent to Establish CDD
- Project Layout
- Future Land Use Map
- Master Water Plan
- Proposed Infrastructure Plan
- Cost Estimate
- Statement of Estimated Regulatory Costs
- Authorization of Agent

which are hereby incorporated by reference, the City Council finds the District’s request for Special Powers is consistent with the criteria set forth in Florida Statute 190.005(2)(e).

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

SECTION 1. INCORPORATION OF RECITALS. The above RECITALS are adopted as Findings of Fact in support of this Ordinance.

SECTION 2. GRANT OF CONSENT. In accordance with Section 190.012(2), Florida Statutes (2023), the City’s consent is hereby granted to establish the Rookery Community Development District and to consent to the District’s exercise of

certain additional powers to finance, fund, plan, establish, acquire, construct, reconstruct, enlarge, or extend, equip, operate, and maintain systems and facilities for parks and facilities for indoor and outdoor recreational, cultural and educational uses and security, all as authorized and described by Section 190.012(2)(a) and (d), Florida Statutes, all the foregoing to be exercised only in compliance and consistent with all applicable laws including the City's Comprehensive Plan and City's land development regulations.

SECTION 3. CODIFICATION. It is the intention of the City Council, and it is hereby ordained that the provisions of this Ordinance shall become and be made part of the Code of the City of Green Cove Springs as amended; that the sections of this Ordinance may be renumbered or re-lettered to accomplish such intention; and that the word "ordinance" may be changed to "section" or other appropriate word.

SECTION 4. SEVERABILITY. The various parts, sections and clauses of this Ordinance are hereby declared severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

SECTION 5. EFFECTIVE DATE. This Ordinance shall become effective immediately upon adoption.

**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 16th DAY OF APRIL, 2024.**

CITY OF GREEN COVE SPRINGS, FLORIDA

Constance W. Butler, 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 7TH DAY
OF MAY, 2024.**

CITY OF GREEN COVE SPRINGS, FLORIDA

Constance W. Butler, Mayor

ATTEST:

Erin West, City Clerk

APPROVED AS TO FORM:

L.J. Arnold, III, City Attorney



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council Regular Meeting **MEETING DATE:** April 16, 2024
FROM: Scott Schultz, Asst. Water Utilities Director
SUBJECT: City Council approval of funding in the amount of \$160,217.49 to Irby for single-phase electric transformer inventory for operating and capital projects.

BACKGROUND

The electric department utilizes a wide variety of transformers in the electric system. Warehouse staff solicits quotes from vendors and utilizes a combination of price and lead time to award material purchases to vendors. Bids for transformers were requested from Gresco, Irby, Ermco and Anixter. Only two vendors returned quotes.

FISCAL IMPACT

\$160,217.49 to the Electric Department capital and operating budgets

RECOMMENDATION

Approve funding in the amount of \$160,217.49 to Irby for single-phase electric transformer inventory for operating and capital projects.

CUSTOMER COPY

QUOTE # 7197
QUOTED DATE 3/ Item #8.

BILL TO:
GRESKO UTILITY SUPPLY, INC.
1135 RUMBLE ROAD

SHIP TO:
C/0 GREEN COVE SPRINGS (GRESKO)
326 WALNUT STREET

ATTN= ACCOUNTS PAYABLE
FORSYTH GA31029

GREEN COVE SPR FL32043

DESCRIPTION PRODUCT NUMBER QTY UNIT PRICE EXT PRICE

TRANSFORMER LOSS DATA IS BASED ON ANSI C57.12.00:

LOSS GRT: AVE VOLT% : 100

NL TEMP BASIS: 85 LL TEMP BASIS: 85

-REQUOTED QUOTE# 718784 WITH TAPS 2 @ 2.5% ABOVE
AND BELOW PER THE RFQ.

EXCEPTION TO SECTION 2.3: IMPEDANCE TOLERANCES
PER ANSI C57.12.00-2017

NL=\$8.38 AND LL=\$2.258 WITH A 2.5% WINDOW

ITEM 1
OVERHEAD DIST. TRANSFORMER OVERHEAD 1 2895.00 2895.00
ITEM# : 1.00

NL= 38 LL= 225 IZ=2.200 TL= 263

OPTIONS BEGIN.....

015 15 KVA
706Y 13200/22860Y 125BIL 2BU
706 13200
Y Wye System
003 2 TAPS 2.5% ABOVE AND BELOW
401 120/240 3 OR 4 LVBU(QTY PER ANSI)
1 1 SET OF HANGER BRACKETS
000 CONVENTIONAL
000 NO LIGHTNING ARRESTER AT H1
050 MILD STL TNK W/SS BOSSES&LIFT EARS
315 15KV 304L SS COVER.
315 15KV, 304L SS COVER BAND
1 STAINLESS STEEL HARDWARE
53 USE W/IFD (EXTRA CREEP)
300 GenThermoSet/ThermoPlast w/EyeBolt
1 RECEIVES STD LENGTH LV GRD STRAP
P IFD-REQUIRE6inAIRSPACE(PRVPLUGGED)
1 #10-1,1WAY TIN/BROZE LUG(STD)19-01
B (1) BARCODED ALUMINUM NAMEPLATE
E 2.5 Black On Yellow Refl.
S NON PCB 6x6 WHITE ON BLUE 7-66

ARRESTER KV PRI 0000000010.00000

ARRESTER KV SEC 0000000000.00000

0 STD TX MINERAL OIL

TKD 0000000015.00000

TKH 0000000026.00000

OPTIONS END.....

CUSTOMER COPY

QUOTE # 7197
QUOTED DATE 3/ Item #8.

BILL TO:
GRESKO UTILITY SUPPLY, INC.
1135 RUMBLE ROAD

SHIP TO:
C/O GREEN COVE SPRINGS (GRESKO)
326 WALNUT STREET

ATTN= ACCOUNTS PAYABLE
FORSYTH GA31029

GREEN COVE SPR FL32043

DESCRIPTION PRODUCT NUMBER QTY UNIT PRICE EXT PRICE

ITEM 2
OVERHEAD DIST. TRANSFORMER OVERHEAD 1 3408.00 3408.00

ITEM# : 2.00
NL= 65 LL= 290 IZ=1.900 TL= 355
OPTIONS BEGIN.....
025 25 KVA
706Y 13200/22860Y 125BIL 2BU
706 13200
Y Wye System
003 2 TAPS 2.5% ABOVE AND BELOW
401 120/240 3 OR 4 LVBU(QTY PER ANSI)
1 1 SET OF HANGER BRACKETS
000 CONVENTIONAL
000 NO LIGHTNING ARRESTER AT H1
050 MILD STL TNK W/SS BOSSES&LIFT EARS
315 15KV 304L SS COVER.
315 15KV, 304L SS COVER BAND
1 STAINLESS STEEL HARDWARE
53 USE W/IFD (EXTRA CREEP)
300 GenThermoSet/ThermoPlast w/EyeBolt
1 RECEIVES STD LENGTH LV GRD STRAP
P IFD-REQUIRE6inAIRSPACE(PRVPLUGGED)
1 #10-1,1WAY TIN/BROZE LUG(STD)19-01
B (1) BARCODED ALUMINUM NAMEPLATE
E 2.5 Black On Yellow Refl.
S NON PCB 6x6 WHITE ON BLUE 7-66
ARRESTER KV PRI 0000000010.00000
ARRESTER KV SEC 0000000000.00000
0 STD TX MINERAL OIL
TKD 0000000017.00000
TKH 0000000028.00000
OPTIONS END.....

ITEM 3
OVERHEAD DIST. TRANSFORMER OVERHEAD 1 4125.00 4125.00

ITEM# : 3.00
NL= 85 LL= 391 IZ=2.100 TL= 476
OPTIONS BEGIN.....
037 37.5 KVA
706Y 13200/22860Y 125BIL 2BU
706 13200
Y Wye System

CUSTOMER COPY

QUOTE # 7197
QUOTED DATE 3/ Item #8.

BILL TO:
GRESKO UTILITY SUPPLY, INC.
1135 RUMBLE ROAD

SHIP TO:
C/O GREEN COVE SPRINGS (GRESKO)
326 WALNUT STREET

ATTN= ACCOUNTS PAYABLE
FORSYTH GA31029

GREEN COVE SPR FL32043

DESCRIPTION	PRODUCT NUMBER	QTY	UNIT PRICE	EXT PRICE
003	2 TAPS 2.5% ABOVE AND BELOW			
401	120/240 3 OR 4 LVBU(QTY PER ANSI)			
1	1 SET OF HANGER BRACKETS			
000	CONVENTIONAL			
000	NO LIGHTNING ARRESTER AT H1			
050	MILD STL TNK W/SS BOSSES&LIFT EARS			
315	15KV 304L SS COVER.			
315	15KV, 304L SS COVER BAND			
1	STAINLESS STEEL HARDWARE			
53	USE W/IFD (EXTRA CREEP)			
300	GenThermoSet/ThermoPlast w/EyeBolt			
1	RECEIVES STD LENGTH LV GRD STRAP			
P	IFD-REQUIRE6inAIRSPACE(PRVPLUGGED)			
1	#10-1,1WAY TIN/BROZE LUG(STD)19-01			
B	(1) BARCODED ALUMINUM NAMEPLATE			
E	2.5 Black On Yellow Refl.			
S	NON PCB 6x6 WHITE ON BLUE 7-66			
ARRESTER KV PRI	0000000010.00000			
ARRESTER KV SEC	0000000000.00000			
0	STD TX MINERAL OIL			
TKD	0000000018.80000			
TKH	0000000028.00000			
OPTIONS END.....				

ITEM 4	OVERHEAD DIST. TRANSFORMER	OVERHEAD	1	4605.00	4605.00
ITEM# :	4.00				
	NL= 90 LL= 558 IZ=2.100 TL= 648				
OPTIONS BEGIN.....					
050	50 KVA				
706Y	13200/22860Y	125BIL 2BU			
706	13200				
Y	Wye System				
003	2 TAPS 2.5% ABOVE AND BELOW				
401	120/240 3 OR 4 LVBU(QTY PER ANSI)				
1	1 SET OF HANGER BRACKETS				
000	CONVENTIONAL				
000	NO LIGHTNING ARRESTER AT H1				
050	MILD STL TNK W/SS BOSSES&LIFT EARS				
315	15KV 304L SS COVER.				
315	15KV, 304L SS COVER BAND				
1	STAINLESS STEEL HARDWARE				
53	USE W/IFD (EXTRA CREEP)				

CUSTOMER COPY

QUOTE # 7197
QUOTED DATE 3/ Item #8.

BILL TO:
GRESKO UTILITY SUPPLY, INC.
1135 RUMBLE ROAD

SHIP TO:
C/0 GREEN COVE SPRINGS (GRESKO)
326 WALNUT STREET

ATTN= ACCOUNTS PAYABLE
FORSYTH GA31029

GREEN COVE SPR FL32043

DESCRIPTION	PRODUCT NUMBER	QTY	UNIT PRICE	EXT PRICE
300	GenThermoSet/ThermoPlast w/EyeBolt			
1	RECEIVES STD LENGTH LV GRD STRAP			
P	IFD-REQUIRE6inAIRSPACE (PRVPLUGGED)			
1	#10-1,1WAY TIN/BROZE LUG (STD) 19-01			
B	(1) BARCODED ALUMINUM NAMEPLATE			
E	2.5 Black On Yellow Refl.			
S	NON PCB 6x6 WHITE ON BLUE 7-66			
ARRESTER KV PRI	0000000010.00000			
ARRESTER KV SEC	0000000000.00000			
0	STD TX MINERAL OIL			
TKD	0000000018.80000			
TKH	0000000032.00000			
OPTIONS END.....				

ITEM 5	OVERHEAD DIST. TRANSFORMER	OVERHEAD	1	4720.00	4720.00
ITEM# :	5.00				
	NL= 104 LL= 521 IZ=2.100 TL= 625				

OPTIONS BEGIN.....

050	50 KVA			
706Y	13200/22860Y	125BIL 2BU		
706	13200			
Y	Wye System			
003	2 TAPS 2.5% ABOVE AND BELOW			
003	277/480Y 2 LVBU			
1	1 SET OF HANGER BRACKETS			
000	CONVENTIONAL			
000	NO LIGHTNING ARRESTER AT H1			
050	MILD STL TNK W/SS BOSSES&LIFT EARS			
315	15KV 304L SS COVER.			
315	15KV, 304L SS COVER BAND			
1	STAINLESS STEEL HARDWARE			
53	USE W/IFD (EXTRA CREEP)			
300	GenThermoSet/ThermoPlast w/EyeBolt			
1	RECEIVES STD LENGTH LV GRD STRAP			
P	IFD-REQUIRE6inAIRSPACE (PRVPLUGGED)			
1	#10-1,1WAY TIN/BROZE LUG (STD) 19-01			
B	(1) BARCODED ALUMINUM NAMEPLATE			
E	2.5 Black On Yellow Refl.			
S	NON PCB 6x6 WHITE ON BLUE 7-66			
ARRESTER KV PRI	0000000010.00000			
ARRESTER KV SEC	0000000000.00000			
0	STD TX MINERAL OIL			

CUSTOMER COPY

QUOTE # 7197
QUOTED DATE 3/ Item #8.

BILL TO:
GRESKO UTILITY SUPPLY, INC.
1135 RUMBLE ROAD

SHIP TO:
C/0 GREEN COVE SPRINGS (GRESKO)
326 WALNUT STREET

ATTN= ACCOUNTS PAYABLE
FORSYTH GA31029

GREEN COVE SPR FL32043

<u>DESCRIPTION</u>	<u>PRODUCT NUMBER</u>	<u>QTY</u>	<u>UNIT PRICE</u>	<u>EXT PRICE</u>
TKD	0000000018.80000			
TKH	0000000030.00000			
OPTIONS END.....				

NO FRIDAY DELIVERIES

100% CTR W/ SHIPMENT

48 HOUR NOTICE

DELIVERY TO BE FLAT BED



Quotation

Item #8.

STUART C IRBY BR333 LAKE MARY FL
38 SKYLINE DR
SUITE 1000
LAKE MARY FL 32746-7112
407-282-1486 Fax 407-855-4285

QUOTE DATE	ORDER NUMBER
03/28/24	S013918955
REMIT TO: STUART C IRBY CO POST OFFICE BOX 741001 ATLANTA GA 30384	PAGE NO. 1

SOLD TO:
 CITY OF GREEN COVE SPRINGS
 321 WALNUT ST
 GREEN COVE SPRINGS, FL 32043-3441

SHIP TO:
 CITY OF GREEN COVE SPRINGS
 900 GUM ST
 GREEN COVE SPRINGS, 32043-2803
 904-297-7500 X3306

ORDERED BY: Joe

CUSTOMER NUMBER		CUSTOMER ORDER NUMBER		JOB/RELEASE NUMBER		OUTSIDE SALESPERSON	
209762		073219297				Erich R Ewoldt	
INSIDE SALESPERSON		REQD DATE		FRGHT ALLWD		SHIP VIA	
EMILY CATALI		03/28/24		Yes			
ORDER QTY	SHIP QTY	LINE	DESCRIPTION	Prc/UOM	Ext Amt		
15EA		1	*GE QAOV185 15KVA , 120/240 V , Type 2 conventional 1PH POLETYPE TRANSFORMER 13200 / 22860Y - 120/240 2 - 2 1/2% A&BN TAPS Single Hanger Tank W/ Arr. Nut 2 HV Bushings	1671.960EA	25079.40		
20EA		2	*GE QAOV186 25KVA , 120/240V , Type 2 conventional 1PH POLETYPE TRANSFORMER 13200 / 22860Y - 120/240 2 - 2 1/2% A&BN TAPS Single Hanger Tank W/ Arr. Nut 2 HV Bushings	1793.660EA	35873.20		
20EA		3	*GE QAOV187 37.5KVA 120/240V , Type 2 conventional 1PH POLETYPE TRANSFORMER 13200 / 22860Y - 120/240 2 - 2 1/2% A&BN TAPS Single Hanger Tank W/ Arr. Nut 2 HV Bushings	2164.030EA	43280.60		
15EA		4	*GE QAOV188 50KVA , 120/240V , Type 2 conventional 1PH POLETYPE TRANSFORMER 13200 / 22860Y - 120/240 2 - 2 1/2% A&BN TAPS Single Hanger Tank W/ Arr. Nut 2 HV Bushings	2564.030EA	38460.45		
*** Continued on Next Page ***							



A Sonepar Company

Quotation

Item #8.

STUART C IRBY BR333 LAKE MARY FL
 38 SKYLINE DR
 SUITE 1000
 LAKE MARY FL 32746-7112
 407-282-1486 Fax 407-855-4285

QUOTE DATE	ORDER NUMBER
03/28/24	S013918955
REMIT TO: STUART C IRBY CO POST OFFICE BOX 741001 ATLANTA GA 30384	PAGE NO. 2

SOLD TO:
 CITY OF GREEN COVE SPRINGS
 321 WALNUT ST
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 900 GUM ST
 GREEN COVE SPRINGS, 32043-2803
 904-297-7500 X3306

ORDERED BY: Joe

CUSTOMER NUMBER		CUSTOMER ORDER NUMBER		JOB/RELEASE NUMBER		OUTSIDE SALESPERSON	
209762		073219297				Erich R Ewoldt	
INSIDE SALESPERSON		REQD DATE		FRGHT ALLWD		SHIP VIA	
EMILY CATALI		03/28/24		Yes			
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
6EA		5	*GE QAOV189 50KVA , 277V , 2 Bushing Type 2 conventional 1PH POLETYPE TRANSFORMER 13200 / 22860Y - 277 NO TAPS Single Hanger Tank W/ Arr. Nut 2 HV Bushings ***Lead time/Delivery Slotted for delivery between early November 2024- Early December 2024 ** Delivery subject to receiving PO by 4/18/24 **			2920.640EA	17523.84

*** This is a quotation ***

Prices firm for acceptance within 30 days with the exception of commodity prices which are subject to change daily. Quotation is void if changed. Complete quote must be used unless authorized in writing.

OUR PRODUCT AND SERVICES ARE SUBJECT TO, AND GOVERNED EXCLUSIVELY BY, OUR TERMS AND CONDITIONS OF SALE, WHICH ARE INCORPORATED HEREIN AND AVAILABLE AT www.irbyutilities.com/terms. ADDITIONAL OR CONFLICTING TERMS ARE REJECTED, VOID AND OF NO FORCE OR EFFECT.

Subtotal	160217.49
S&H CHGS	0.00
Sales Tax	0.00
TOTAL	160217.49

** Reprint ** Reprint **

Proclamation

Whereas, the City Council of the City of Green Cove Springs would like to recognize the 2024 Police Memorial Ceremony held in memory of the Sheriffs and Deputies who lost their lives in the line of duty serving the citizens of Clay County; and

Whereas, it is important that all of our citizens know and understand the responsibilities, hazards and sacrifices, made by our local law enforcement professionals on a daily basis, and that we honor those law enforcement officers that protect our communities, enforce our laws, and keep our communities safe by standing between the peace that we so often take for granted and the individuals who tirelessly seek to take that from us; and

Whereas, law enforcement officers represent an outward symbol of characteristics like honor, integrity, and courage that helped to form the foundation of this this great nation and this county; and

Whereas, these brave men and women serve the residents of Clay County and sustain peace and order in all areas of our community. They act as role models to our children, mentors to our teens, and protectors to those who are most vulnerable; and

Whereas, on this day we remember the twelve men who made the ultimate sacrifice and gave their life to ensure our peace and safety; and

Whereas, we also recognize and honor the families of those that were lost. We as a community are forever changed and eternally grateful for the sacrifices made by their loved ones; and

Whereas, The City Council of the City of Green Cove Springs officially proclaim May 9, 2024 Law Enforcement Memorial Day, and May 12th through May 18th Law Enforcement Appreciation Week in Green Cove Springs and encourage all citizens to recognize the sacrifices our local law enforcement professionals and their families make, while remembering those whose lives were lost while protecting our community.

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

Section 1. The City Council hereby proclaims May 5, 2024 as Law Enforcement Memorial Day in the City of Green Cove Springs and encourages its residents, businesses, and institutions to join in the activities designed to commemorate this celebration.

Section 2. A true copy of this Proclamation shall be spread upon the Official Minutes of the City Council of the City of Green Cove Springs.

DONE AND PROCLAIMED BY THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, IN REGULAR SESSION THIS 7TH DAY OF MAY 2024.

CITY OF GREEN COVE SPRINGS, FLORIDA

Constance W. Butler, Mayor

ATTEST:

Erin West, City Clerk





STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council Regular Session **MEETING DATE:** April 16, 2024

FROM: Greg Bauer

SUBJECT: City Council approval of contract for professional construction services to Kirby Development, Inc. In the amount of \$1,239,910.03, for the Julia Street Stormwater Improvement Project.

BACKGROUND

On the 12/19/23 Regular Session, The City Council passed Resolution No. R-26-2023, authorizing the City to borrow an amount not to exceed \$8,560,000.00 to finance the acquisition and construction of certain improvements to the City's Stormwater utility. The Julia Street Stormwater Improvement Project went through the formal bid process. Kirby Development, Inc. was the low bid.

The project consists of replacing approximately 1,200 linear feet (LF) of drainage pipe. Drainage pipe sizes range from 18" to 36". The drainage improvement project will consist of the installation of 6 inlets, manholes, and end walls. The project consists of curb and gutter, asphalt/roadway, sidewalk/driveway and riprap demolition and replacement.

FISCAL IMPACT

\$1,239,910.03 - Stormwater CIP.

RECOMMENDATION

Authorize the Mayor to execute contract for professional construction services to Kirby Development, Inc. In the amount of \$1,239,910.03, for the Julia Street Stormwater Improvement Project.

**AGREEMENT FOR
PROFESSIONAL CONSTRUCTION SERVICES
Bid # 2024-02 – Julia Street Stormwater Improvements**

This Agreement is entered into as of this 16th day of April, 2024, by and between the City of Green Cove Springs, Florida, a municipal corporation under the laws of the State of Florida whose address is: 321 Walnut Street, Green Cove Springs, Florida, 32043, hereinafter referred to as “CITY” and Kirby Development, Inc., whose address is: 108 Lee Road , Jacksonville, FL 3225, hereinafter referred to as “CONTRACTOR.”

WITNESSETH

WHEREAS, the CITY is in need of qualified and licensed Construction services for the Julia Street Stormwater Improvement Project; and

WHEREAS, the CITY solicited a proposal for services; and

WHEREAS, the CONTRACTOR submitted a proposal to provide said services and has represented to the CITY that it is qualified and desires to perform said services in accordance with the terms and conditions contained herein, and all applicable laws and professional standards.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties covenant and agree as follows:

1.0 TERM

1.1 This Agreement is to become effective upon execution by both parties and shall remain in effect until completion of the work outlined in Bid # 2024-02 – Julia Street Stormwater Improvement Project.

2.0 DESCRIPTION OF SERVICES

2.1 It is expressly understood and acknowledged that the CONTRACTOR shall provide those services as more particularly described in Exhibit “A” (Proposal Form) including, but not necessarily limited to the stormwater pipe/inlets, sidewalks, curbs, and asphalt.

2.2 The CONTRACTOR shall not be authorized to proceed until the CITY has issued a Notice to Proceed to the CONTRACTOR. Upon receipt of the signed Notice to Proceed from the CITY, the CONTRACTOR shall perform the services set forth herein.

- 2.3 The CONTRACTOR shall provide the CITY'S designated Project Manager with statements for services rendered during the preceding month. Each time sheet shall state the names and classifications of all personnel who performed services during said month.

3.0 SCHEDULE

- 3.1 The CONTRACTOR shall perform services in conformance with the mutually agreed upon schedule consistent with the completion of the project and the fee proposal attached herein as Exhibit "A". More specifically, the construction shall be completed within 300 days from issuance of Notice to Proceed per the bid documents. The CONTRACTOR shall complete all services in a timely manner and will keep the CITY fully informed of the status of the work on a reasonable basis in relation to the scope of the project or at least monthly. Should the CONTRACTOR fall behind the agreed upon schedule it shall employ such resources so as to comply with the agreed upon schedule at no additional cost to the CITY.
- 3.2 No extension for completion of services shall be granted to the CONTRACTOR without the CITY'S prior written consent.

4.0 METHOD OF PAYMENT FOR SERVICES AND EXPENSES

- 4.1 The CITY shall allow the CONTRACTOR one payment draw per month, less 5% retainage, payment shall be based upon the agreed upon fees found in Exhibit "A". The fee schedules shall include wages, salaries, taxes, insurance, overhead, and profit. The CITY shall pay the CONTRACTOR in the amount of \$1,239,910.03. This is a line item, quantified bid. Any adjustments to the Fee Schedule must be mutually agreed to by the CITY and the CONTRACTOR in advance and in writing and must be based upon items that are beyond the Project Scope of Services in Exhibits "A".
- 4.2 TIME FOR PAYMENT: Once a month the CONTRACTOR may submit an invoice for payment. As a condition for receiving payment, the CONTRACTOR shall be on schedule and in good standing with the CITY, they shall not be in default of any of the terms and conditions of this Agreement. The CONTRACTOR shall provide to the CITY an invoice, along with all partial/final release of liens from subcontractors and suppliers. The invoice shall be forwarded to the CITY'S Representative for Review and approval, the Representative will then forward it to Finance for payment. All Requests for Payment shall be signed by an authorized representative of the CONTRACTOR, no manually corrected invoices shall be accepted, for payment, any corrected invoices shall be returned to the CONTRACTOR for their review and the corrected invoice re-submitted for payment. The monthly invoice shall include a statement identifying the time frame which it corresponds to, it shall be for a single lump sum billed amount for services performed as set forth in Exhibit "A", less the 5% retainage. The CITY shall pay all valid,

approved, and undisputed invoices within thirty (30) days of receipt from the CONTRACTOR. In the event that the CITY disputes any invoice submitted, it shall advise the CONTRACTOR, in writing, and said invoice shall not be deemed due and payable under this Agreement. Neither the CITY'S review, approval, or acceptance of, nor payment for, any services provided hereunder shall be construed to operate as a waiver of any rights under this Agreement and the CONTRACTOR shall be liable to the CITY for any and all damages to the CITY caused by the CONTRACTOR'S negligence or wrongful performance of any of the services furnished under this Agreement.

- 4.3 In the event of termination by the CITY under Section 16.0 during the performance of the services, payments due the CONTRACTOR up to the point of termination, including payments for services rendered, and all costs incurred shall constitute total payment for such services.

5.0 RIGHT TO INSPECTION

- 5.1 The CITY or its agents shall at all times have the right to review or observe the services performed by the CONTRACTOR. No inspection, review, or observation shall relieve the CONTRACTOR of its responsibility under this Agreement.

6.0 PROGRESS MEETING

- 6.1 The CITY'S designated Project Manager may hold periodic meetings on a monthly basis, or more frequently, if required, during the term of this Agreement. The CONTRACTOR'S Project Manager and all other appropriate personnel shall attend such meetings as designated by the CITY'S Project Manager.

7.0 SAFETY

- 7.1 The CONTRACTOR agrees to comply with the CITY'S published safety standards while on the property of the CITY.
- 7.2 The CONTRACTOR shall have full responsibility and assume all liability for the safety and supervision of its employees while performing services provided hereunder.

8.0 REASONABLE ACCESS

- 8.1 During the term of this Agreement, the CITY shall grant the CONTRACTOR reasonable access to the CITY'S premises for purposes of fulfilling its obligations under this Agreement.

9.0 INSURANCE/BONDS AND HOLD HARMLESS / INDEMNIFICATION

- 9.1 The CONTRACTOR shall maintain in force during the term of this Agreement, at its own expense, insurance set forth in Exhibit “A”, attached hereto and incorporated herein, and shall be bound by the terms of the Hold Harmless / Indemnification provisions expressed therein.
- 9.2 The CONSTRUCTION MANAGER shall maintain payment and performance bonds in an amount equal to the contract amount for the duration of the term of this agreement.

10.0 COMPLIANCE WITH LAWS AND REGULATIONS

- 10.1 The CONTRACTOR shall comply with all requirements of Federal, State, and local laws, rules, regulations, standards, and/or ordinances applicable to the performance of this Agreement.

11.0 REPRESENTATIONS

- 11.1 The CONTRACTOR represents that the services provided hereunder shall conform to all requirements of this Agreement, response thereto and any amendments or supplements thereto; shall be consistent with recognized and sound professional construction management practices and procedures; and shall conform to the customary standards of care, skill, and diligence appropriate to the nature of the services rendered.
- 11.2 The recommendations, advice, budgetary information and schedules to be furnished by CONTRACTOR under this Agreement shall not be deemed to be representations, warranties, or guarantees or constitute the performance of licensed professional services. Further CONTRACTOR shall not be required to provide professional services that constitute the practice of architecture or engineering. CONTRACTOR shall cause any such services to be provided by a properly licensed design professional. Any claim by Owner for damage, loss, or expense, based directly or indirectly upon acts, errors, or omissions of any architect, engineer, or other design professional who CONTRACTOR is required to engage in connection with this Agreement shall be made by Owner against said design professional and its insurer(s) only, and CONTRACTOR shall have no liability of any kind, direct or indirect, for the professional negligence of said design professional under this Agreement or otherwise.

In no event shall CONTRACTOR’s liability arising out of or in connection with the performance or nonperformance of any or all Services or other obligations under this Agreement exceed the value of the contract or not otherwise addressed in CONTRACTOR’s insurance coverage in which case the higher coverage amount shall apply, whether based on delay, contract, tort, negligence, strict liability, warranty,

indemnity, error and omissions or otherwise, provided that such limitation of liability shall not apply to CONTRACTOR's indemnity obligations for claims asserted against the Owner by third parties for personal injury or tangible property damage caused by the negligence of the CONTRACTOR or its employees, and provided further that such limitation shall not apply to amounts actually paid from the professional liability insurance CONTRACTOR is required to maintain pursuant to the terms of this Agreement.

- 11.3 The CONTRACTOR represents that the personnel furnishing such services shall be qualified and competent to perform the services assigned to them and that such guidance given by and the recommendations and performance of such personnel shall reflect their best professional knowledge and judgment.
- 11.4 Subject to the provisions of this Section, should the CONTRACTOR breach the warranties set forth herein, the CITY shall have such remedies as may be provided at law or equity.

12.0 DOCUMENTS

- 12.1 Upon the CITY'S or its designated Project Manager's request, at any time during the term of this Agreement, or upon completion or termination of this Agreement, the CONTRACTOR shall provide the CITY, or its designated Project Manager, with a copy of all documents, plans, drawings and electronic files prepared by the CONTRACTOR under this Agreement.

13.0 ASSIGNMENT

- 13.1 The CONTRACTOR shall not assign or subcontract this Agreement or any rights or monies due or to become due hereunder without the prior written consent of the CITY.
- 13.2 If, upon receiving written approval from the CITY, any part of this Agreement is subcontracted by the CONTRACTOR, the CONTRACTOR shall be fully responsible to the CITY for all acts and/or omissions performed by the subcontractor as if no subcontract had been made.
- 13.3 If the CITY determines that any subcontractor is not performing in accordance with this Agreement, the CITY shall so notify the CONTRACTOR who shall take immediate steps to remedy the situation.
- 13.4 If any part of this Agreement is subcontracted by the CONTRACTOR prior to commencement of any work by the subcontractor, the CONTRACTOR shall require the subcontractor to provide the CITY and its affiliates with insurance coverage as required by the CITY.

14.0 INDEPENDENT CONTRACTOR

- 14.1 At all times during the term of this Agreement, the CONTRACTOR shall be considered an Independent Contractor.

15.0 DEFAULT

- 15.1 If, during the term of this Agreement, the CONTRACTOR shall be found in default of any of the material provisions of this Agreement, the CITY may suspend its performance hereunder until such delinquency or default has been corrected; the CITY shall notify the CONTRACTOR in writing and of the deficiency and allow them ten (10) days to correct the default before suspending them. If the CONTRACTOR fails to correct such delinquency within the allotted time period, the CITY may terminate this Agreement.

16.0 TERMINATION

- 16.1 Notwithstanding any other provision of this Agreement, the CITY may, upon written notice to the CONTRACTOR, terminate this Agreement if: a) without cause and for convenience upon thirty (30) days written notice to the CONTRACTOR; b) the CONTRACTOR is adjudged to be bankrupt; c) the CONTRACTOR makes a general assignment for the benefit of its creditors; or d) the CONTRACTOR fails to comply with any of the conditions or provisions of this Agreement, without prejudice to any other right or remedy the CITY may have under this Agreement. In the event of such termination, the CITY shall be liable only for the payment of all unpaid charges, determined in accordance with the provisions of this Agreement, for work, properly performed and accepted prior to the effective date of termination.
- 16.2 The CONTRACTOR may stop work or terminate if through no act or fault of CONTRACTOR, the Work is suspended for a period of more than 60 days by owner or under an order of court or other public authority, or Owner fails to act on any Application for Payment within 30 days after it is submitted or Owner fails to pay CONTRACTOR in accordance with Florida's Prompt Payment Act any sum finally determined to be due, then CONTRACTOR may, upon 10 days' written notice to Owner, and provided Owner does not remedy such suspension or failure within that time, terminate the Agreement and recover from Owner payment invoiced for services rendered to date. In lieu of terminating the Agreement and without prejudice to any other right or remedy, if Owner has failed for 30 days to pay CONTRACTOR any sum finally determined to be due, CONTRACTOR may upon 10 days' written notice to Owner stop the Work until payment is made of all such amounts due CONTRACTOR.

17.0 FORCE MAJEURE

17.1 Any delay or failure of either party in the performance of its required obligations hereunder shall be excused if, and to the extent, caused by acts of God, fire, flood, windstorm, explosion, riot, war, sabotage, strikes, extraordinary breakdown of or damage to the CITY'S affiliates' generating plants, their equipment or facilities; court injunction or order; Federal and/or State law or regulation; order by any regulatory agency; or cause or causes beyond the reasonable control of the party affected; provided that prompt notice of such delay is given by such party to the other and each of the parties hereunto shall be diligent in attempting to remove such cause or causes. If any circumstances of Force Majeure remain in effect for sixty (60) days, either party may terminate this Agreement.

18.0 PUBLIC RECORDS REQUIREMENTS

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

1. Keep and maintain public records required by the public agency (City/Organization) to perform the service.
2. Upon request from the public agency's custodian of public records (City Clerk), provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, F.S. or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
4. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

If the Contractor has questions regarding the application of Chapter 119 Florida Statutes, for their duties to provide public records relating to this contract then contact the City's custodian of Public Records City Clerk Erin West at (904) 297-7500 X 3307, or e-mail ewest@greencovesprings.com, 321 Walnut St. Green Cove Spring FL 32043.

19.0 GOVERNING LAW & VENUE

19.1 This Agreement is made and shall be interpreted, construed, governed, and enforced in accordance with the laws of the State of Florida. Venue shall be Clay County, Florida, or the United States District Court in and for the Middle District of Florida. Each party waives their rights to a jury trial of any issues arising hereunder and agreement to submit to binding arbitration.

20.0 HEADINGS

20.1 Paragraph headings are for the convenience of the parties only and are not to be construed as part of this Agreement.

21.0 SEVERABILITY

21.1 In the event any portion of this Agreement is deemed invalid, against public policy, void, or otherwise unenforceable by a court of law, the parties shall negotiate an equitable adjustment in the affected provision of this Agreement. The validity and enforceability of the remaining parts thereof shall otherwise be fully enforceable.

22.0 WAIVER AND ELECTION OF REMEDIES

22.1 Waiver by either party of any terms, conditions, or provisions of this Agreement shall not be considered a waiver of that term, condition, or provision in the future.

22.2 No waiver, consent, or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of each party hereto.

23.0 THIRD PARTY RIGHTS

23.1 Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the CITY and the CONTRACTOR.

24.0 PROHIBITION AGAINST CONTINGENT FEES

24.1 The CONTRACTOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONTRACTOR, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the CONTRACTOR, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement.

25.0 ENTIRE AGREEMENT

25.1 Except as otherwise stated, this Agreement, including the schedules, attachments, appendixes, and exhibits attached hereto, constitutes the entire Agreement between the CITY and the CONTRACTOR with respect to the service specified and all previous representations relative thereto, either written or oral, are hereby annulled and superseded.

26.0 SOVEREIGN IMMUNITY

26.1 Nothing contained in the Agreement shall be construed as a waiver of the CITY'S rights to sovereign immunity under Section 768.28, Florida Statutes, or other limitations imposed on the CITY'S potential liability under Federal or State law.

27.0 NOTICE

27.1 Any notices required to be given by the terms of this Agreement shall be delivered by hand or mailed, postage pre-paid, to:

CITY: City of Green Cove Springs
321 Walnut Street
Green Cove Springs, FL 32043

CONTRACTOR: Kirby Development, Inc.
108 Lee Road
Jacksonville, FL 32225

Either party may change the name of the person receiving notices and the address at which notices are received by so advising the other party in writing.

(Remainder of this page intentionally left blank)

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the dates set forth below.

City of Green Cove Springs

Constance Butler, Mayor

Date

Steve Kennedy, City Manager

Date

ATTEST:

Erin West, City Clerk

Date

AS TO FORM ONLY:

L. J. Arnold, III, City Attorney

Date

Kirby Development, Inc.

Brian Kluge, President

Date



BID OPENING RECORD SHEET BID #2024-02 APRIL 2, 2024
JULIA STREET STORMWATER IMPROVEMENTS

Line Item 42-24

FIRMS NAME	YES/NO (ALL REQUESTED DOCUMENTS INCLUDED)	ESTIMATED
Kirby Development Inc	Yes	1, 239, 910.03
Besch & Smith	Yes	1, 923, 695.40
Sax Utilities Management	Yes	1, 368, 778.38

Recorded by: Greg Bauer Date: 4-2-24

BID OPENING RECORD SHEET BID#2024-02, APRIL 2, 2024
JULIA STREET STORMWATER IMPROVEMENTS

FIRMS NAME	Representative	E-mail/Phone #
BESCH & SMITH CIVIL GROUP	BRYAN GEMMILL	904-260-6393 estimating@beschandsmith.com
City of Green Cove Springs	Greg Bauer	904-887-0329 gbauer@greencovesprings.com
CITY OF G.C.S	Steve Thomas	<hr/>
STU STU.M. INC	Chris Newton	estimating@studem.com



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: Regular Session **MEETING DATE:** April 16, 2024
FROM: Erin West, City Clerk
SUBJECT: City Council approval of the updated policy of the City Council entitled “Ceremonial Guidelines for Certificates, Proclamations, and Keys to the City.” *Erin West*

BACKGROUND

Attached to this agenda items is an updated request form and more detailed procedures to help staff and citizens with the process.

In 2018 the City Council approved the Ceremonial Guidelines policy to provide a guideline for procedures and requirements for requests from individuals, organizations, or City Staff.

In 2021 the City Council updated the guidelines to state that applications needed to be received in advance so that the Council could approve the request one meeting prior to presentation.

FISCAL IMPACT

NA

RECOMMENDATION

Approve the updated policy entitled “Ceremonial Guidelines for Certificates, Proclamations, and Keys to the City.”

CITY OF GREEN COVE SPRINGS
CEREMONIAL GUIDELINES FOR:
CERTIFICATES, PROCLAMATIONS, AND KEYS TO THE CITY

I. GENERAL INFORMATION

- A. Certificates of Recognition, Appreciation, and/or Achievement ("Certificates"): An honorary document issued by the City, used to honor special events or individuals.
- B. Key to the City: An honor bestowed by the City, upon distinguished persons or organizations in Green Cove Springs, symbolizing outstanding civic contributions or other significant accomplishments.
- C. Proclamation: An official public announcement or declaration to formally recognize and/or draw awareness to an organization, business, issue, event or individual that impacts or has had an impact on the City of Green Cove Springs, during a specific time frame.

II. STATEMENT OF POLICY

- A. The City wishes to provide an avenue to encourage public awareness, and provide recognition to what is significant to the City of Green Cove Springs.
- B. This policy provides for directives, and criteria for the issuance of ceremonial elements.

III. POLICY AND PROCEDURE

- A. Criteria.
 - 1. Certificates. Celebrate achievements and recognize individuals and organizations for their accomplishments. May be issued for things such as, and not limited to, significant birthdays, anniversaries, retirements, professional celebrations, achievements, and award recipients.
 - 2. Key to the City. The City's most prestigious award. May be given selectively to honor a person, which may or may not be a Green Cove Springs resident, with extraordinary, significant accomplishments and contributions to any of the following: the history, economic, social and/or cultural fabric of the City. The Key may be given to honor significant contributions to the military service, to persons who have performed acts of heroism in the City, and to dignitaries and celebrities who have an effect on the City and are visiting.
 - 3. Proclamation. These may include but are not limited to Green Cove Springs citizen recognitions; City organizations with occasions of significance; dates that are noteworthy or historically significant, special events, civic celebrations, fund-raisers benefiting the citizens of Green Cove Springs, individuals who have made a significant contribution to society, and significant events or anniversaries of major City of Green Cove Springs based institutions and companies. Proclamations requested for matters of political or social controversy; ideological or religious beliefs, individual convictions; for campaigns or events contrary to City policies, and for commercial reasons will not be considered for approval. Proclamations are honorary, are issued as a courtesy, are not legally binding, and do not constitute an endorsement by the City of Green Cove Springs.

- B. Requests. City Council Members, City staff, individuals, and organizations seeking a Proclamation, Certificate, or Key to the City shall submit their request in writing to the City Clerk. Standing requests or rolling requests will not be accepted.

Requestors may use the City's Proclamation, Certificate and Key to the City Request Form available on the City's website at greencovesprings.com. Requests may be submitted via email to ewest@greencovesprings.com, or in writing addressed to the City Clerk at 321 Walnut Street, Green Cove Springs, Florida 32043.

Requests not utilizing the form must include the following information:

1. The contact person's first and last name, mailing address, telephone number, and email address (if available);
2. The name of the person or the date and name of the event to be proclaimed or recognized;
3. A brief summary and/or background of the event, organization, or person;
4. For a proclamation, draft text including 4 to 6 introductory "whereas" clauses;
5. Date to be presented and/or when needed; and
6. An indication of whether the certificate, key to the city, or proclamation is to be mailed, picked up, or if the requestor wishes to have it presented at a City Council meeting.

All requests must be approved by the City Council before the presentation can take place. Therefore, applications for a Proclamation or Certificate must be submitted at least 20 business days in advance and applications for a Key to the City must be submitted at least 35 business days in advance. Once the application is received it will be processed and added to the next agenda for approval. Once approved it will be added to the next agenda for presentation.

C. Approval.

1. Certificates or Proclamations. Upon receipt of a complete, qualifying request for a certificate or proclamation, the City Clerk will process the certificate or proclamation for signature by the Mayor.
2. Key to the City. The City Council will consider a complete, qualifying request for a Key to the City during a public meeting and determine the awarding of the key.

D. Issuance

Upon approval of a Certificate, Proclamation or Key to the City, the City shall process the issued document or Key as requested by the applicant.

E. Contact Information

Erin West, CMC, City Clerk
 City of Green Cove Springs
 321 Walnut Street
 Green Cove Springs, FL 32043
 Telephone: (904) 297-7047
 Email: ewest@greencovesprings.com



CITY OF GREEN COVE SPRINGS CERTIFICATE, PROCLAMATION, AND KEY TO THE CITY REQUEST FORM

Return completed form to the City Clerk's Office
City of Green Cove Springs, 321 Walnut Street, Green Cove Springs, FL 32043

Certificates of Recognition, Appreciation, and/or Achievement ("Certificates"): An honorary document issued by the City, used to honor special events or individuals.

Key to the City: An honor bestowed by the City upon distinguished persons or organizations in Green Cove Springs, symbolizing outstanding civic contributions or other significant accomplishments.

Proclamation: An official public announcement or declaration to formally recognize and/or draw awareness to an issue that impacts the City of Green Cove Springs, during a specific time frame.

Type of Honor Requested: Certificate _____ Proclamation _____ Key to the City _____

The contact person's first and last name, address, telephone number, and email address:

Name of the person or the date and name of the event to be proclaimed or recognized:

A brief summary and/or background of the event, organization, or person. If requesting Key to the City, please enumerate extraordinary, significant accomplishments and contributions deserving the recognition. (*Attach additional sheets, if needed*)

Reason for Recognition (*Please attach 4 – 6 "whereas clauses" as draft text for a Proclamation*):

Indicate whether the Proclamation, Certificate, or Key to the City is to be:

1. Presented at a Council Meeting _____ (*month / year*)
2. Presented at the following event _____
Date and time of the event: _____
Location of the event: _____
3. Picked up by: _____ on _____ (*date*)
4. Mailed to: (*charges will be incurred for mailing of the Key to the City*)

Submission of a request for a Proclamation, Certificate or Key to the City does not guarantee issuance.

The Offices of the Mayor and City Clerk reserve the right to use submitted facts as deemed appropriate and may request additional information when necessary.

Proclamation



PUBLIC SERVICE RECOGNITION WEEK

WHEREAS, Americans are served every single day by public servants at the federal, state, county and city levels. These unsung heroes do the work that keeps our nation going, and without these public servants at every level, stability would be impossible in a democracy that regularly changes its leaders and elected officials; and

WHEREAS, The City of Green Cove Springs is especially proud of our public servants which include police officers, customer service representatives, meter readers, laborers, and administrative staff; and

WHEREAS, The dedicated employees of the City of Green Cove Springs provide an important public service to our community on a daily basis, working hard to ensure our city is clean and safe, and makes “Cove Life” a shining example in Clay County.

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

- Section 1.** The week of May 5 through May 11, 2024 is proclaimed as ***“PUBLIC SERVICE RECOGNITION WEEK”***.
- Section 2.** The City Council calls upon all citizens to recognize the accomplishments and contributions of government employees at all levels – federal, state, county, and city.
- Section 3.** A true copy of this Proclamation shall be spread upon the Official Minutes of the City Council of the City of Green Cove Springs.

DONE AND PROCLAIMED BY THE CITY COUNCIL OF GREEN COVE SPRINGS, FLORIDA, IN REGULAR SESSION THIS 7TH DAY OF MAY, 2024.

CITY OF GREEN COVE SPRINGS, FLORIDA



Constance W. Butler, Mayor

ATTEST:

Erin West, City Clerk

Proclamation



WHEREAS, in 1962, President Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls, as National Police Week; and

WHEREAS, the dedicated members of the Green Cove Springs Police Department work devotedly and selflessly on behalf of the citizens of the City of Green Cove Springs, regardless of the peril or hazard to themselves; and

WHEREAS, the members of our police department play an important role in protecting the rights and freedoms of the citizens of our community; and

WHEREAS, it is important that all citizens know and understand the duties and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, defending them against violence or disorder, and guarding the innocent against deception and the weak against oppression, and

WHEREAS, our police department has grown to be a modern and well-respected law enforcement agency which unceasingly provides a vital public service; and

WHEREAS, U.S. flags should be flown at half-staff on May 15th for Peace Officers Memorial Day, in honor of all fallen officers and their families.

NOW, THEREFORE, be it proclaimed that the City Council of Green Cove Springs, Florida, hereby proclaims May 12-18, 2024, as National Police Week in the City of Green Cove Springs, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

DONE AND PROCLAIMED BY THE CITY COUNCIL OF GREEN COVE SPRINGS, FLORIDA, IN REGULAR SESSION THIS 7TH DAY OF MAY, 2024.

CITY OF GREEN COVE SPRINGS, FLORIDA



Constance W. Butler, Mayor

ATTEST:

Erin West, City Clerk

Proclamation

WHEREAS, the Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world; and

WHEREAS, the Office of the Municipal Clerk is the oldest among public servants; and

WHEREAS, the Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, the Municipal Clerk serves as the information center on functions of local government and community; and

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, province, county and international professional organizations; and

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

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

Section 1. The week of May 5 through May 11, 2024 is proclaimed as **“MUNICIPAL CLERKS WEEK”**.

Section 2. The City Council further extends appreciation to our City Clerk, Erin West, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Section 3. A true copy of this Proclamation shall be spread upon the Official Minutes of the City Council of the City of Green Cove Springs.

DONE AND PROCLAIMED BY THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, IN REGULAR SESSION THIS 7TH DAY OF MAY, 2024.

CITY OF GREEN COVE SPRINGS, FLORIDA



Constance W. Butler, Mayor

ATTEST:

Erin West, City Clerk

CITY OF GREEN COVE SPRINGS CITY COUNCIL REGULAR SESSION

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA
TUESDAY, FEBRUARY 20, 2024 – 7:00 PM



MINUTES

Invocation & Pledge of Allegiance to the Flag - **Chaplain Marshall MacClellan, GCSPD**

Roll Call

COUNCIL MEMBERS PRESENT: Mayor Connie Butler, Vice Mayor Steven Kelley, Council Member Ed Gaw, Council Member Matt Johnson, Council Member Thomas Smith (Via Teams)

STAFF MEMBERS PRESENT: L.J. Arnold, III, City Attorney, Steve Kennedy, City Manager, Mike Null, Assistant City Manager, Erin West, City Clerk

Mayor to call on members of the audience wishing to address the Council on matters not on the Agenda.

1. Joshua Hobbs 771 Center St. GCS speaks to the Council concerning recent issue that citizens of Green Cove are dealing with. Mr. Hobbs advises the Code Enforcement is being a little overzealous at times and people feel like they are being targeted. Mr. Hobbs advised the process to obtain a permit is lengthy and advises no help in the Building Department is being offered.
2. Heather Ivey 3232 River Rd. GCS speaks to the Council concerning the recycling that is ending. Assistant City Manager Mike Null speaks about the process of the collection of the recycling and advises due to the increase in cost the County has reduced the materials they take, and they are stopping the curbside pickup. Mr. Null advises the city will still do curbside pickup on the limited items and is exploring options and cost for the future.

AWARDS & RECOGNITION

1. City Council Recognition of Boy Scout Troops for painting the Fire Hydrants around the City.
Troop 577 sponsored by First Presbyterian Church of Green Cove Springs
Troop 309 sponsored by Sacred Heart Catholic Church
Mayor Butler speaks about the Boy Scout Troops and presents the troops certificates for the painting of the fire hydrants around the city.

PUBLIC HEARINGS

2. Second and Final Reading of Ordinance O-36-2023, Adding Street Walls as an alternative design standard in the Gateway Corridor District as a special exception. **Michael Daniels**
City Attorney Arnold reads Ordinance No. O-36-2023 by title.
Development Services Director, Michael Daniels, presents on the ordinance.
Mayor Butler opens the public hearing.
Van Royal 3688 LaCosta Ct. GCS advises he supports the street wall ordinance.
Following no further comment, Mayor Butler closes the public hearing.
Council discussion followed concerning the elements of the ordinance, the levels of review needed for the ordinance, and tabling this item until further questions are answered.

Motion to table this discussion until a future date.

Motion made by Council Member Gaw, Seconded by Council Member Johnson.

Voting Yea: Mayor Butler, Council Member Gaw, Council Member Smith

Voting Nay: Vice Mayor Kelley, Council Member Johnson

CONSENT AGENDA

All matters under the consent agenda are considered to be routine by the city council and will be enacted by one motion in the form listed below. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. Backup documentation and staff recommendations have been previously submitted to the city council on these items.

Mayor Butler pulled item #3.

Motion to approve Consent Agenda with the exception of item 3.

Motion made by Vice Mayor Kelley, Seconded by Council Member Johnson.

Voting Yea: Mayor Butler, Vice Mayor Kelley, Council Member Gaw, Council Member Johnson, Council Member Smith

3. City Council approval of the Pool Management Agreement with Planet Swim for 2024. **Steve Kennedy**

Mayor Butler speaks of the outstanding job Planet Swim has been doing with the pool.

Motion to approve Consent Agenda item 3.

Motion made by Council Member Johnson, Seconded by Vice Mayor Kelley.

Voting Yea: Mayor Butler, Vice Mayor Kelley, Council Member Gaw, Council Member Johnson, Council Member Smith

4. City Council approval of Resolution No. R-05-2024, a resolution authorizing Amendment No. 8 to the FDOT Traffic Signal Maintenance and Compensation Agreement, Contract No. ARV47, for the period of July 1, 2023 through June 30, 2024 in the amount of \$39,840.00 and authorizing the City Manager to execute said Agreement. **Mike Null**
5. City Council approval of funding in the amount of \$46,602.50 to Gresco Supply and \$59,334.78 to Stuart C. Irby for electric material inventory for operating and capital projects. **Scott Schultz**
6. City Council approval for staff to execute the Florida Farm Bureau Property Damage Release Form for reimbursement for a damaged fire hydrant in the amount of \$4,001.90. **Scott Schultz**
7. City Council approval of a task order to Mittauer and Associates for the lump sum amount of \$300,000 for design and permitting for the Oakridge Avenue Basin project. **Greg Bauer**
8. City Council review and approval of a temporary street closure for a portion of Walnut Street abutting School Board property for the BOCC and Vietnam Veterans TAPS Monument Committee Annual Vietnam Veterans Ceremony. **Michael Daniels**
9. City Council approval to sell Clay County Fairgrounds Advanced Fair Ticket. **Kimberly Thomas**

10. City Council review and approval of a temporary street closure for a portion of Spring Street, Ferris Avenue and St. Johns Avenue abutting Spring Park for the Jacksonville Jazz Society's Jazz Jam at Spring Park. *Michael Daniels*
11. City Council approval 2023 Statewide Mutual Aid Agreement and Resolution R-04-2024, authorizing the Mayor to execute same. *Mike Null*

COUNCIL BUSINESS

12. Consider passage of Resolution No. R-03-2024, providing for an approval process for the authorized use of the City Seal as required by City Ordinance No. O-03-2024. *L.J. Arnold III and Erin West*
City Attorney Arnold advises the Council this resolution is giving an outline for the approval process for authorized use of the city seal.

Motion to approve Resolution No. R-03-2024

Motion made by Council Member Johnson, Seconded by Vice Mayor Kelley.

Voting Yea: Mayor Butler, Vice Mayor Kelley, Council Member Gaw, Council Member Johnson, Council Member Smith

13. Consider passage on first reading as to form, Ordinance No. O-05-2024 which authorizes Magnolia West Community Development District (the "District") to use special powers for security facilities within their subdivision. *L.J. Arnold III*
City Attorney Arnold reads Ordinance No. O-05-2024 by title and speaks to the Council. Council discussion followed concerning if there are currently any issues and concerns. Chief Guzman speaks and advises there are currently no issues.

Motion to approve Ordinance No. O-05-2024 on first reading as to form only.

Motion made by Vice Mayor Kelley, Seconded by Council Member Johnson.

Voting Yea: Mayor Butler, Vice Mayor Kelley, Council Member Gaw, Council Member Johnson, Council Member Smith

14. Consider passage on first reading as to form only, Ordinance No. O-06-2024 to comply with newly enacted Section 166.041(4), Florida Statutes, requiring a Business Impact Estimate to be prepared and filed on all non-exempt ordinances. *L.J. Arnold III*
City Attorney Arnold reads Ordinance No. O-06-2024 by title and speaks about the ordinance.

Motion to approve Ordinance No. O-06-2024 on first reading as to form only.

Motion made by Council Member Johnson, Seconded by Vice Mayor Kelley.

Voting Yea: Mayor Butler, Vice Mayor Kelley, Council Member Gaw, Council Member Johnson, Council Member Smith

15. City Council discussion of amended easement for underground utility lines located on the parcel located at the northwest corner of the intersection of US HWY 17 and Harbor Road. *Mike Null*
Assistant City Manager Mike Null advises the buyer has withdrawn the request.

16. City Manager & City Attorney Reports / Correspondence

The City Manager and City Attorney made comments regarding various city activities, events, operations, and projects.

17. City Council Reports / Correspondence

The City Council made comments regarding various city activities, events, operations, and projects.

Adjournment

There being no further business to come before the City Council, the meeting was adjourned at 9:33 p.m.

CITY OF GREEN COVE SPRINGS, FLORIDA

Constance W. Butler, Mayor

Attest:

Erin West, City Clerk

CITY OF GREEN COVE SPRINGS CITY COUNCIL SPECIAL SESSION

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA
TUESDAY, FEBRUARY 06, 2024 – 5:00 PM



MINUTES

Invocation & Pledge of Allegiance to the Flag

Roll Call

COUNCIL MEMBERS PRESENT: Mayor Connie Butler, Vice Mayor Steven Kelley, Council Member Ed Gaw, Council Member Matt Johnson, Council Member Thomas Smith

STAFF MEMBERS PRESENT: L.J. Arnold, III, City Attorney, Steve Kennedy, City Manager, Mike Null, Assistant City Manager, Kimberly Thomas, Executive Assistant

Mayor to call on members of the audience wishing to address the Council on matters not on the Agenda.
No comments

COUNCIL BUSINESS

1. City Council review and discussion of the 2024 update to the Rate Study for the Water, Wastewater and Reclaimed Water Funds. *Scott Schultz*
Assistant Water Utilities Director Scott Schultz advises Vice President of Mittauer, Jason Shepler is present to help discuss the rate study.
Mr. Schultz discusses the water, wastewater, and reclaimed water funds and the history.
Mr. Shepler discusses the sheets provided and advises what drives the rates and increases.
Council discussion followed concerning the rate study.

Adjournment

There being no further business to come before the City Council, the meeting was adjourned at 6:30 p.m.

CITY OF GREEN COVE SPRINGS, FLORIDA

Constance W. Butler, Mayor

Attest:

Erin West, City Clerk



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council Regular Session **MEETING DATE:** April 16, 2024
FROM: Mike Null
SUBJECT: Approval of Amendment #3 to contracts for each of CHW, CPH, Jones Edmunds, Mittauer, and Toco Engineering for engineering services under Bid LC 2021-02 covering the period from April 21, 2024 through April 20, 2025. *Mike Null*

BACKGROUND

At the April 20, 2021 City Council Meeting, Council authorized award of bid LC 2021-02 for Engineering Services for Water, Wastewater, Drainage, Stormwater, Roadway & Parks to six (6) firms: CHW, CPI, Jones Edmunds, Mittauer, Toco and WGI. Per the bid, each firm entered into a one-year contract with the City which was eligible for four, one-year extensions. Attached please find Amendment #3 to each of the agreements for CHW, CPH, Jones Edmunds, Mittauer, and Toco Engineering. As of this writing WGI has not returned their signed amendment, so it will be presented to Council at a future meeting. This is the third of four one-year extensions for each firm.

FISCAL IMPACT

Task orders as assigned under these agreements.

RECOMMENDATION

Approve Amendment #3 to contracts for each of CHW, CPH, Jones Edmunds, Mittauer, and Toco Engineering for engineering services under Bid LC 2021-02 covering the period from April 21, 2024 through April 20, 2025.

Name Engineering Services for Water, Wastewater, Drainage, Stormwater, Roadway & Parks AMENDMENT NO. 3

THIS AMENDMENT made and entered into this 16th day of April, 2024 by and between THE CITY OF GREEN COVE SPRINGS, FLORIDA, a political subdivision of Florida, by and through its City Council, hereinafter referred to as OWNER, and Causseaux, Hewett & Walpole, LLC., whose address is 11801 Research Drive Alachua, FL 32615, hereinafter referred to as CONTRACTOR;

WHEREAS, both parties agreed to the Professional Services Agreement for Engineering Services entered into effective April 21, 2021;

NOW, THEREFORE, in consideration of the mutual promises contained in the Professional Services Agreement, both parties agree to Amendment No. 3 as set forth below:

TERM

The OWNER and CONTRACTOR have mutually agreed to renew the Professional Services Agreement for the following services:

Agreement term for an additional one (1) year period, through April 20, 2025.

Rates as shown in Exhibit "A" attached. (Known as Exhibit "D" in original agreement)

Agreement will be eligible for one additional one (1) year period extensions.

Remainder of Page Intentionally Left Blank

IN WITNESS WHEREOF, the parties hereto have signed this Amendment No. 3 in duplicate. One (1) counterpart
been delivered to OWNER, and CONTRACTOR.

OWNER: CITY OF GREEN COVE SPRINGS, FLORIDA

By: _____
Constance W. Butler, Mayor

By: _____
Steve Kennedy, City Manager

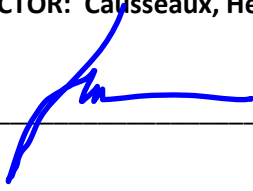
ATTEST:

APPROVED AS TO FORM:

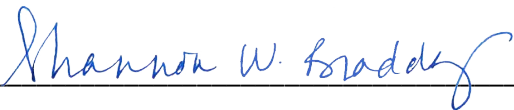
By: _____
Erin West, City Clerk

By: _____
L.J. Arnold III, City Attorney

CONTRACTOR: Causseaux, Hewett & Walpole, LLC

By:  _____
Robert J. Walpole, COO & Managing Member

ATTEST:

By:  _____

Printed Name: Shannon W. Braddy

Name Engineering Services for Water, Wastewater, Drainage, Stormwater, Roadway & Parks AMENDMENT NO. 3

THIS AMENDMENT made and entered into this 16th day of April, 2024 by and between THE CITY OF GREEN COVE SPRINGS, FLORIDA, a political subdivision of Florida, by and through its City Council, hereinafter referred to as OWNER, and CPH, Inc., whose address is 5200 Belfort Road, Suite 220

Jacksonville, FL 32256, hereinafter referred to as CONTRACTOR;

WHEREAS, both parties agreed to the Professional Services Agreement for Engineering Services entered into effective April 21, 2021;

NOW, THEREFORE, in consideration of the mutual promises contained in the Professional Services Agreement, both parties agree to Amendment No. 3 as set forth below:

TERM

The OWNER and CONTRACTOR have mutually agreed to renew the Professional Services Agreement for the following services:

Agreement term for an additional one (1) year period, through April 20, 2025.

Rates as shown in Exhibit "A" attached. (Known as Exhibit "D" in original agreement)

Agreement will be eligible for one additional one (1) year period extensions.

Remainder of Page Intentionally Left Blank

IN WITNESS WHEREOF, the parties hereto have signed this Amendment No. 3 in duplicate. One (1) counterpart
been delivered to OWNER, and CONTRACTOR.

OWNER: CITY OF GREEN COVE SPRINGS, FLORIDA

By: _____
Constance W. Butler, Mayor

By: _____
Steve Kennedy, City Manager

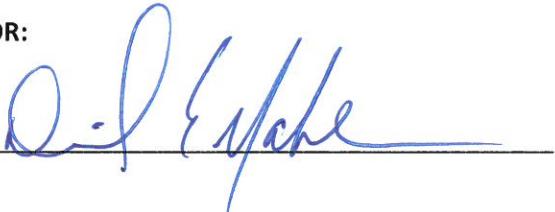
ATTEST:

APPROVED AS TO FORM:

By: _____
Erin West, City Clerk

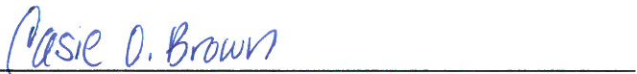
By: _____
L.J. Arnold III, City Attorney

CONTRACTOR:

By: 

Name & Title: David E. Mahler, P.E. Chief Operating Officer – Public Services

ATTEST:

By: 

Printed Name: Casie O. Brown

Name Engineering Services for Water, Wastewater, Drainage, Stormwater, Roadway & Parks AMENDMENT NO. 3

THIS AMENDMENT made and entered into this 16th day of April, 2024 by and between THE CITY OF GREEN COVE SPRINGS, FLORIDA, a political subdivision of Florida, by and through its City Council, hereinafter referred to as OWNER, and JonesEdmunds, whose address is 13545 Progress Blvd., Suite 100, Alachua, FL 32615 hereinafter referred to as CONTRACTOR;

WHEREAS, both parties agreed to the Professional Services Agreement for Engineering Services entered into effective April 21, 2021;

NOW, THEREFORE, in consideration of the mutual promises contained in the Professional Services Agreement, both parties agree to Amendment No. 3 as set forth below:

TERM

The OWNER and CONTRACTOR have mutually agreed to renew the Professional Services Agreement for the following services:

Agreement term for an additional one (1) year period, through April 20, 2025.

Rates as shown in Exhibit "A" attached. (Known as Exhibit "D" in original agreement)

Agreement will be eligible for one additional one (1) year period extensions.

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IN WITNESS WHEREOF, the parties hereto have signed this Amendment No. 3 in duplicate. One (1) counterpart each has been delivered to OWNER, and CONTRACTOR.

OWNER: CITY OF GREEN COVE SPRINGS, FLORIDA

By: _____
Constance W. Butler, Mayor

By: _____
Steve Kennedy, City Manager

ATTEST:

APPROVED AS TO FORM:

By: _____
Erin West, City Clerk

By: _____
L.J. Arnold III, City Attorney

CONTRACTOR: Jones Edmunds & Associates, Inc.

By:  _____

Name & Title: Stanley F. Ferreira, Jr./ President & CEO

KVogel 4.4.24

ATTEST:

By:  _____

Printed Name: Kathy M. Mercer-Miller

2024 -2025 Standard Hourly Rates

Labor Category	Hourly Rate
Project Officer	\$ 300
Senior Project Manager	\$ 265
Project Manager	\$ 215
Chief Engineer or Scientist	\$ 280
Senior Engineer	\$ 265
Senior Scientist	\$ 215
Project Engineer	\$ 215
Project Scientist	\$ 160
Engineer	\$ 160
Scientist	\$ 145
Engineer Intern	\$ 145
Associate Scientist	\$ 125
Designer	\$ 125
Senior CADD Designer	\$ 160
CADD Designer	\$ 145
Senior CADD Technician	\$ 125
CADD Technician	\$ 115
Systems Analyst	\$ 210
Senior GIS Analyst or Senior GIS Programmer	\$ 160
GIS Analyst or Programmer	\$ 135
GIS Specialist	\$ 150
GIS Technician	\$ 115
Senior Database Administrator	\$ 195
Database Administrator	\$ 160
Environmental Data Analyst	\$ 115
Senior Field Technician Environmental	\$ 125
Field Technician Environmental	\$ 115
Senior Construction Administrator	\$ 210
Construction Administrator	\$ 160
Senior Field Representative Construction	\$ 145
Field Representative Construction	\$ 125
Construction Project Coordinator	\$ 115
Senior Administrative Assistant	\$ 115
Administrative Assistant	\$ 90
Senior Technical Editor	\$ 165

Travel – Company Vehicle – \$0.70/mile plus 15%

Travel – Personal Vehicle – IRS Standard Mileage Rate plus 15%

Subconsultants – Cost plus 15%

Name Engineering Services for Water, Wastewater, Drainage, Stormwater, Roadway & Parks AMENDMENT NO. 3

THIS AMENDMENT made and entered into this 16th day of April, 2024 by and between THE CITY OF GREEN COVE SPRINGS, FLORIDA, a political subdivision of Florida, by and through its City Council, hereinafter referred to as OWNER, and Mittauer & Associates, Inc., whose address is 580-1 Wells Road, Orange Park, FL 32073 hereinafter referred to as CONTRACTOR;

WHEREAS, both parties agreed to the Professional Services Agreement for Engineering Services entered into effective April 21, 2021;

NOW, THEREFORE, in consideration of the mutual promises contained in the Professional Services Agreement, both parties agree to Amendment No. 3 as set forth below:

TERM

The OWNER and CONTRACTOR have mutually agreed to renew the Professional Services Agreement for the following services:

Agreement term for an additional one (1) year period, through April 20, 2025.

Rates as shown in Exhibit "A" attached. (Known as Exhibit "D" in original agreement)

Agreement will be eligible for one additional one (1) year period extension.

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IN WITNESS WHEREOF, the parties hereto have signed this Amendment No. 3 in duplicate. One (1) counterpart each has been delivered to OWNER, and CONTRACTOR.

OWNER: CITY OF GREEN COVE SPRINGS, FLORIDA

By: _____
Constance W. Butler, Mayor

By: _____
Steve Kennedy, City Manager

ATTEST:

APPROVED AS TO FORM:

By: _____
Erin West, City Clerk

By: _____
L.J. Arnold III, City Attorney

CONTRACTOR:

By:  _____

Name & Title: Joseph A. Mittauer, P.E., President

ATTEST:

By:  _____

Printed Name: Jason R. Shepler, P.E., Vice President of Environmental Services



MITTAUER
& ASSOCIATES, INC.
 CONSULTING ENGINEERS &
 PROJECT FUNDING SPECIALISTS

580-1 WELLS ROAD
ORANGE PARK, FL 32073
PHONE: (904) 278-0030
FAX: (904) 278-0840
WWW.MITTAUER.COM

SCHEDULE OF HOURLY RATES

<u>POSITION</u>	<u>HOURLY RATE</u>
Principal	\$270
Senior Project Director	\$236
Senior Project Manager	\$210
Project Manager	\$180
Senior Engineer	\$168
Project Engineer	\$144
Project & Funding Specialist	\$108
Senior Engineering Designer	\$168
Senior Survey Technician	\$144
Engineering Designer	\$120
CAD or Survey Technician	\$96
Project Specialist	\$114
Resident Field Representative - (part time)	\$120
Resident Field Representative - (full time)	\$108
Administrative Coordinator	\$78
Secretary	\$60
2-man Topo Survey Crew	\$216

Name Engineering Services for Water, Wastewater, Drainage, Stormwater, Roadway & Parks AMENDMENT NO. 3

THIS AMENDMENT made and entered into this 16th day of April, 2024 by and between THE CITY OF GREEN COVE SPRINGS, FLORIDA, a political subdivision of Florida, by and through its City Council, hereinafter referred to as OWNER, and TOCOI Engineering, whose address is 714 N. Orange Avenue, Green Cove Springs, FL 32043, hereinafter referred to as CONTRACTOR;

WHEREAS, both parties agreed to the Professional Services Agreement for Engineering Services entered into effective April 21, 2021;

NOW, THEREFORE, in consideration of the mutual promises contained in the Professional Services Agreement, both parties agree to Amendment No. 3 as set forth below:

TERM

The OWNER and CONTRACTOR have mutually agreed to renew the Professional Services Agreement for the following services:

Agreement term for an additional one (1) year period, through April 20, 2025.

Rates as shown in Exhibit "A" attached. (Known as Exhibit "D" in original agreement)

Agreement will be eligible for one additional one (1) year period extensions.

Remainder of Page Intentionally Left Blank

IN WITNESS WHEREOF, the parties hereto have signed this Amendment No. 3 in duplicate. One (1) counterpart Item #16. been delivered to OWNER, and CONTRACTOR.

OWNER: CITY OF GREEN COVE SPRINGS, FLORIDA

By: _____
Constance W. Butler, Mayor

By: _____
Steve Kennedy, City Manager

ATTEST:

APPROVED AS TO FORM:

By: _____
Erin West, City Clerk

By: _____
L.J. Arnold III, City Attorney

CONTRACTOR:

By: *Laura L. Mahoney*

Name & Title: *Laura L. Mahoney, PRESIDENT*

ATTEST:

By: *Charles Sohm*

Printed Name: *Charles Sohm*



STANDARD TERMS & CONDITIONS AGREEMENT FOR TOCOI ENGINEERING, LLC

WHEREAS: TocoI Engineering, LLC (TE) is a Limited Liability Corporation in the State of Florida with its principal office located at 714 N. Orange Avenue, Green Cove Springs, FL 32043.

WHEREAS: Client expressly understands that the services TE performs are personal in nature and are only intended to benefit Client, Client's subsidiaries and wholly owned companies.

WHEREAS: TE has prepared this Standard Terms and Conditions Agreement (hereinafter the "Agreement" or "Contract") for execution by the Client.

NOW THEREFORE: TE and Client enter into this Standard Terms and Conditions Agreement to provide engineering services to Client for pay.

By execution of this Agreement, TE agrees to provide the professional services described herein, and Client agrees to accept and pay for such services, all in accordance with the following terms and conditions.

The following terms shall have the meanings set forth below whenever they are used in this agreement:

a) The "Proposal" and "Scope of Work" (SOW), a separate document, are hereby incorporated by reference into this Agreement and shall mean the technical description of the specific work to be performed by TE. The price of the services to be provided is identified in the Proposal. For many projects, such as those in the early stages of project development, planning, zoning, or investigation, all activities are often not fully definable prior to the execution of the Agreement. Initial and detailed investigation may uncover additional facts and information requiring an alteration in the SOW to be provided under this agreement. TE will immediately inform Client upon discovery of any material changes that impact the initial SOW and negotiate a Change Order to this Agreement that will accommodate such change(s).

b) "Documentation" shall mean deliverable documentation in accordance with the SOW for services described therein. Unless specifically stated otherwise in the SOW all Documentation shall be prepared in accordance with normal and customary criteria common for the services provided.

PAYMENT TERMS: Invoices will be submitted on a monthly or semi-monthly basis, or sooner. Payment is due upon receipt of our invoice. If payment is not received within fifteen (15) days from the invoice date, Client agrees to pay a finance charge on the principal amount of the past due account of one- and one-half percent (1/5%) per month. If one- and one-half percent per month exceeds the maximum allowed by law, the charge shall automatically be reduced to the maximum legally allowable. In the event Client requests termination of the services prior to completion, the Client shall pay all charges incurred through the date services are stopped plus any shutdown costs. If during the execution of the services, TE is required to stop operations as a result of changes in the scope of services such as requests by the Client or requirements of third parties, additional charges will be applicable. In addition to other rights in law and/or equity, TE may, after giving five (5) days written notice, suspend services under this or any other agreement until all past due accounts have been paid. Client further agrees to and shall pay to TE all costs and expenses for collection including but not limited to reasonable attorney fees and court costs.

EXPENSES: TE will invoice the Client for all expenses associated with the project based on actual cost-plus Twenty percent (20%). Expenses shall include but are not limited to printing, reprographics, delivery service, mileage, and travel.

INSURANCE: TE maintains Workman's Compensation and Employer's Liability Insurance in conformance with applicable state law. In addition, we maintain Comprehensive General Liability Insurance and Automobile Liability Insurance. A certificate of insurance can be supplied upon request. Costs of above coverage is included in our quoted fees. If additional coverage or increased limits of liability are required, TE will endeavor to obtain the required insurance and charge separately for costs associated with additional coverage or increased limits.

STANDARD OF CARE: The only warranty or guarantee made by TE in connection with the services performed hereunder, is that we will use the degree of care and skill ordinarily exercised under similar conditions by reputable members of our profession practicing in the same or similar locality. No other warranty, expressed or implied, is made or intended by our proposal for consulting services or



by our furnishing oral and written reports. The implied warranty of merchantability and fitness for a specific purpose are specifically excluded.

PERMITTING/ZONING: The client is herein notified that several City, State, and Federal, environmental, zoning, and regulatory permits may be required for this project. TE will assist Client in preparing these permits at the Client's direction. However, the Client acknowledges that it has the responsibility for submitting, obtaining, and abiding by all required permits. Furthermore, the Client holds TE harmless from any losses or liabilities resulting from such permitting or regulatory action.

SEVERABILITY AND SURVIVAL: If any of the provisions contained in this Agreement are held invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability will not affect any other provision, and this Agreement will be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

GOVERNING LAW: This agreement shall be governed in all respects by the laws of the State of Florida. Any dispute arising out of this Agreement shall be handled through Arbitration. If the parties cannot agree then any lawsuit arising out of this Agreement shall be filed in the Circuit Court of Clay County, Florida.

CONTRACT ADMINISTRATION: Client agrees that TE, will not be expected to make exhaustive or continuous on-site inspections but that periodic observations appropriate to the construction stage shall be performed except as defined in the SOW. It is further agreed that TE, will not assume responsibility for the contractor's means, methods, techniques, sequences, or procedures of construction and it is understood that field services provided by TE will not relieve the contractor of his responsibilities for performing the work in accordance with the plans and specifications. The words "supervision", "inspection," or "control" are used to mean periodic observation of the work by TE to verify substantial compliance with the plans, specifications, and design concepts. A continuous inspection by our employees does not mean that TE is observing placement of all materials. Full-time inspection means that an employee of TE has been assigned for eight (8) hour days during regular business hours. Construction Inspection and monitoring services which exceed 40 hours per week for one individual shall be invoiced at 150% of the standard billing rate. Client agrees to indemnify and hold TE harmless from any loss, damage, or liability arising out of errors, omissions, or inaccuracies in such documentation and/or data or where such documentation and/or data does not conform to normal and customary standards.

SALES TAX: The purchaser of the services described herein shall pay any applicable state sales tax in the manner and in the amount required by law.

COST OPINIONS: Any cost opinions or project economic evaluations provided by TE will be on a basis of experience and judgment, but since it has no control over market conditions or bidding procedures, TE cannot warrant that bids, cost estimates, ultimate construction costs or project economics will not vary from these opinions. The proposed fees constitute TE's best estimate of the charges required to complete the project as defined and are valid for a period of thirty (30) days from the date of the TE execution of this agreement. General consulting and other services beyond the scope of services identified herein including but not limited to preparation for and attendance at meetings will be billed at TE normal and customary rates for the services provided. If upon submission of the agreement to Client, Client fails to return a signed copy to TE and knowingly allows TE to proceed with work, such services shall be deemed performed pursuant to the agreement and these terms and conditions shall be binding the same as if the agreement were fully executed. Where the method of contract payment is based on a time and material basis, the minimum time segment for charging of work done at any of TE sites or offices will be one half hour.

OWNERSHIP OF DOCUMENTS: All documents including, but not limited to drawings, specifications, reports, boring logs, field notes, laboratory test data, calculations, and estimates prepared by TE as instruments of services pursuant to the Agreement, shall be the sole property of TE. Client agrees that all documents of any nature furnished to Client or Client's agents or designees, if not paid for, will be returned upon demand and will not be used by Client for any purpose whatsoever. Client further agrees that under no circumstances shall any documents produced by TE pursuant to this agreement be used at any location or for any project not expressly provided for in this Agreement without the written permission of TE. TE will provide Client with copies of documents created in performance of the work for a period not exceeding TWO (2) years following submission of the final plans and specifications contemplated by this Agreement and Client agrees to pay for the labor and printing costs required to deliver such copies.

SAFETY: Should TE provide periodic observations or monitoring services at the job site during construction, Client agrees that, in accordance with generally accepted construction practices, the Contractor will be solely and completely responsible for working conditions on the job site, including safety of all persons and property during the performance of the work and in compliance with OSHA regulations, and that these requirements will apply continuously and not be limited to normal working hours. Any monitoring of the Contractor's procedures conducted by TE is not intended to include review of the adequacy of the Contractor's safety measures in, on, adjacent to, or near the construction site.



ASSIGNABILITY: Client and TE respectively bind themselves, their successors, and assigns to the other party to this Agreement and to the successors and assigns of such other part with respect to all covenants of this Agreement. Neither Client nor TE shall assign this Agreement without the prior express written consent of the other party.

INTEGRATION: This Agreement represents the entire and integrated Agreement between Client and TE, and supersedes all prior negotiations, representations or Agreements, either written or oral. This Agreement may be amended only by written instrument signed by both parties.

LIMITATIONS ON CAUSE OF ACTION: Causes of action between the parties to the Agreement pertaining to acts or failures to act shall be deemed to have occurred and the applicable statutes of limitations shall commence to run not later the (1) the date of substantial completion for acts or failures to act occurring prior to substantial completion of our engineering services pursuant to the Agreement; or (2) the date of issuance of our final invoice for acts or failure to act occurring after substantial completion of our engineering services pursuant to this Agreement.

LIMITS OF LIABILITY: To the fullest extent of the law, and notwithstanding any other provision of this agreement, the total liability in the aggregate, of TE and it's officers, directors, employees, agents and sub-consultants, and any of them to TE and anyone claiming by, through or under TE for any and all claims, losses, costs or damages of any nature whatsoever arising out of, resulting from or in any way related to the project or agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of warranty, express or implied, of TE and it's officers, directors, employees, agents, and sub-consultants and any of them, shall not exceed the total compensation received by TE under this agreement.

THIRD PARTY BENEFICIARY: Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against Client or TE.

FEES and HOURLY RATES: Where the project or task requires hourly rate billing, TE will use the following Rate Schedule effective as of January 1 of the year this agreement is signed. TE reserves the right to change the Rate Schedule at anytime and will annually update the schedule effective January 1 of each succeeding year. In the event the project exceeds one year in duration, TE reserves the right to review any lump sum fee and make adjustments based on the Rate Schedule in effect at the time of adjustment. In addition, hourly billing will be to next higher half hour (i.e. 45 minutes will be billed as 1 hour).

RATE SCHEDULE

Effective January 2024

Principal.....	\$ 195.00
Project Manager	\$ 180.00
Senior Project Engineer.....	\$ 170.00
Grant Writer / Administrator.....	\$ 150.00
Project Engineer/Sr. Designer	\$ 150.00
Designer/Sr. Field Representative.....	\$ 140.00
Permit Coordinator/Engineer Intern.....	\$ 130.00
CADD Technician/Field Representative	\$ 125.00
Administration	\$ 100.00



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council Regular Session

MEETING DATE: April 16, 2024

FROM: Mike Null

SUBJECT: Approval of Amendment #3 to contracts with Patterson & Dewar and Toco Engineering for engineering services under Bid LC 2021-04 covering the period from April 21, 2024 through April 20, 2025. *Mike Null*

BACKGROUND

At the April 20, 2021 City Council Meeting, Council authorized award of bid LC 2021-04 for Electrical Engineering Services for Overhead and Underground Facilities to two (2) firms: Patterson & Dewar and Toco. Per the bid, each firm entered into a one-year contract with the City which was eligible for four, one-year extensions. Attached please find Amendment #3 to the agreements with Patterson & Dewar and Toco Engineering for Council Approval. This is the third of four one-year extensions.

FISCAL IMPACT

Task orders as assigned under these agreements.

RECOMMENDATION

Approve Amendment #3 to contracts with Patterson & Dewar and Toco Engineering for engineering services under Bid LC 2021-04 covering the period from April 21, 2024 through April 20, 2025.

Name Electrical Engineering Services for Overhead and Underground Facilities

AMENDMENT NO. 3

THIS AMENDMENT made and entered into this 16th day of April, 2024 by and between THE CITY OF GREEN COVE SPRINGS, FLORIDA, a political subdivision of Florida, by and through its City Council, hereinafter referred to as OWNER, and Patterson & Dewar Engineers, whose address is 850 Center Way, Norcross, GA 30071, hereinafter referred to as CONTRACTOR;

WHEREAS, both parties agreed to the Professional Services Agreement for Engineering Services entered into effective April 21, 2021;

NOW, THEREFORE, in consideration of the mutual promises contained in the Professional Services Agreement, both parties agree to Amendment No. 3 as set forth below:

TERM

The OWNER and CONTRACTOR have mutually agreed to renew the Professional Services Agreement for the following services:

Agreement term for an additional one (1) year period, through April 20, 2025.

Rates as shown in Exhibit "A" attached. (Known as Exhibit "D" in original agreement)

Agreement will be eligible for one additional one (1) year period extensions.

Remainder of Page Intentionally Left Blank

IN WITNESS WHEREOF, the parties hereto have signed this Amendment No. 3 in duplicate. One (1) counterpart each has been delivered to OWNER, and CONTRACTOR.

OWNER: CITY OF GREEN COVE SPRINGS, FLORIDA

By: _____
Constance W. Butler, Mayor

By: _____
Steve Kennedy, City Manager

ATTEST:

APPROVED AS TO FORM:

By: _____
Erin West, City Clerk

By: _____
L.J. Arnold III, City Attorney

CONTRACTOR:

Aaron Wysko

By: _____

Name & Title: Aaron Wysko, CFO

ATTEST:

By: *Anita Atkinson*

Printed Name: ANITA ATKINSON

Exhibit A

PATTERSON & DEWAR ENGINEERS, INC.
Norcross, Georgia
FEES FOR GENERAL UTILITY ENGINEERING SERVICES
EFFECTIVE: JANUARY 1, 2024

CLASSIFICATION

\$ PER HOUR

ENGINEERING

Engineering Technician I	116.00
Engineering Technician II	128.00
Engineering Technician III	141.00
Engineering Technician IV	154.00
Systems Integration Technician	183.00
Engineering Test Technician	153.00
Engineering Associate I	129.00
Engineering Associate II	141.00
Sub/Trans. Engineering Associate I	144.00
Sub/Trans. Engineering Associate II	154.00
Sr. Engineering Associate I	153.00
Sr. Engineering Associate II	169.00
Sr. Engineering Associate III	217.00
Sub/Trans. Sr. Engineering Associate I	184.00
Sub/Trans. Sr. Engineering Associate II	205.00
Engineering Supervisor I	198.00
Engineering Supervisor II	214.00
Project Consultant	166.00
Senior Project Consultant	209.00
Principal Project Consultant	227.00
Engineer I	163.00
Engineer II	184.00
Engineer III	191.00
Project Engineer	200.00
Sub/Trans. Engineer I	175.00
Sub/Trans. Engineer II	188.00
Sub/Trans. Engineer III	206.00
Sub/Trans. Project Engineer	225.00
Senior Engineer	219.00
Sub/Trans. Senior Engineer	235.00
Principal Engineer I	248.00
Principal Engineer II	270.00
Principal Engineer III	296.00
Sub/Trans. Principal Engineer I	258.00
Sub/Trans. Principal Engineer II	286.00
Sub/Trans. Principal Engineer III	309.00

Exhibit A

PATTERSON & DEWAR ENGINEERS, INC.
Norcross, Georgia
FEES FOR GENERAL UTILITY ENGINEERING SERVICES
EFFECTIVE: JANUARY 1, 2024

CLASSIFICATION

\$ PER HOUR

CAD

	CAD Technician I	97.00
	CAD Operator I	108.00
	CAD Operator II	120.00
	CAD Operator III	130.00
	Senior CAD Designer I	142.00
	Senior CAD Designer II	149.00
	Senior CAD Designer III	156.00
	Senior CAD Designer IV	166.00

SURVEYING & GIS

	Survey Technician/CAD	117.00
	Senior Survey Technician/CAD	140.00
	Surveying Project Manager	110.00
	Survey Field Technician	99.00
	Crew Chief	105.00
	Senior Crew Chief	117.00
	Registered Land Surveyor	170.00
	Survey 1-man crew	124.00
	Survey 2-man crew	183.00
	Survey 3-man crew	197.00
	GIS Specialist I	117.00
	GIS Specialist II	130.00
	GIS Specialist III	144.00

PROJECT SUPPORT

	Admin Assistant	95.00
	Project Coordinator I	119.00
	Project Coordinator II	129.00
	Project Coordinator III	141.00
	Project Coordinator IV	151.00

TESTING

	Test Associate	205.00
	Test Technician	221.00
	Senior Test Technician	243.00

TRAVEL AND EXPENSES

- Actual Out-of-Pocket Cost

PRINTS, PHONE CALLS, ETC.

- Actual Cost

OUTSIDE CONSULTANT

- Actual Cost + 20%

NOTE: Fees are subject to annual increases.

Name Engineering Services for Water, Wastewater, Drainage, Stormwater, Roadway & Parks AMENDMENT NO. 3

THIS AMENDMENT made and entered into this 16th day of April, 2024 by and between THE CITY OF GREEN COVE SPRINGS, FLORIDA, a political subdivision of Florida, by and through its City Council, hereinafter referred to as OWNER, and TOCOI Engineering, whose address is 714 N. Orange Avenue, Green Cove Springs, FL 32043, hereinafter referred to as CONTRACTOR;

WHEREAS, both parties agreed to the Professional Services Agreement for Engineering Services entered into effective April 21, 2021;

NOW, THEREFORE, in consideration of the mutual promises contained in the Professional Services Agreement, both parties agree to Amendment No. 3 as set forth below:

TERM

The OWNER and CONTRACTOR have mutually agreed to renew the Professional Services Agreement for the following services:

Agreement term for an additional one (1) year period, through April 20, 2025.

Rates as shown in Exhibit "A" attached. (Known as Exhibit "D" in original agreement)

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Remainder of Page Intentionally Left Blank

IN WITNESS WHEREOF, the parties hereto have signed this Amendment No. 3 in duplicate. One (1) counterpart
been delivered to OWNER, and CONTRACTOR.

Item #17.

OWNER: CITY OF GREEN COVE SPRINGS, FLORIDA

By: _____

Constance W. Butler, Mayor

By: _____

Steve Kennedy, City Manager

ATTEST:

APPROVED AS TO FORM:

By: _____

Erin West, City Clerk

By: _____

L.J. Arnold III, City Attorney

CONTRACTOR:

By: *Laura L. Mahoney*

Name & Title: *Laura L. Mahoney, PRESIDENT*

ATTEST:

By: *Charles Sohm*

Printed Name: *Charles Sohm*



STANDARD TERMS & CONDITIONS AGREEMENT FOR TOCOI ENGINEERING, LLC

WHEREAS: TocoI Engineering, LLC (TE) is a Limited Liability Corporation in the State of Florida with its principal office located at 714 N. Orange Avenue, Green Cove Springs, FL 32043.

WHEREAS: Client expressly understands that the services TE performs are personal in nature and are only intended to benefit Client, Client's subsidiaries and wholly owned companies.

WHEREAS: TE has prepared this Standard Terms and Conditions Agreement (hereinafter the "Agreement" or "Contract") for execution by the Client.

NOW THEREFORE: TE and Client enter into this Standard Terms and Conditions Agreement to provide engineering services to Client for pay.

By execution of this Agreement, TE agrees to provide the professional services described herein, and Client agrees to accept and pay for such services, all in accordance with the following terms and conditions.

The following terms shall have the meanings set forth below whenever they are used in this agreement:

a) The "Proposal" and "Scope of Work" (SOW), a separate document, are hereby incorporated by reference into this Agreement and shall mean the technical description of the specific work to be performed by TE. The price of the services to be provided is identified in the Proposal. For many projects, such as those in the early stages of project development, planning, zoning, or investigation, all activities are often not fully definable prior to the execution of the Agreement. Initial and detailed investigation may uncover additional facts and information requiring an alteration in the SOW to be provided under this agreement. TE will immediately inform Client upon discovery of any material changes that impact the initial SOW and negotiate a Change Order to this Agreement that will accommodate such change(s).

b) "Documentation" shall mean deliverable documentation in accordance with the SOW for services described therein. Unless specifically stated otherwise in the SOW all Documentation shall be prepared in accordance with normal and customary criteria common for the services provided.

PAYMENT TERMS: Invoices will be submitted on a monthly or semi-monthly basis, or sooner. Payment is due upon receipt of our invoice. If payment is not received within fifteen (15) days from the invoice date, Client agrees to pay a finance charge on the principal amount of the past due account of one- and one-half percent (1/5%) per month. If one- and one-half percent per month exceeds the maximum allowed by law, the charge shall automatically be reduced to the maximum legally allowable. In the event Client requests termination of the services prior to completion, the Client shall pay all charges incurred through the date services are stopped plus any shutdown costs. If during the execution of the services, TE is required to stop operations as a result of changes in the scope of services such as requests by the Client or requirements of third parties, additional charges will be applicable. In addition to other rights in law and/or equity, TE may, after giving five (5) days written notice, suspend services under this or any other agreement until all past due accounts have been paid. Client further agrees to and shall pay to TE all costs and expenses for collection including but not limited to reasonable attorney fees and court costs.

EXPENSES: TE will invoice the Client for all expenses associated with the project based on actual cost-plus Twenty percent (20%). Expenses shall include but are not limited to printing, reprographics, delivery service, mileage, and travel.

INSURANCE: TE maintains Workman's Compensation and Employer's Liability Insurance in conformance with applicable state law. In addition, we maintain Comprehensive General Liability Insurance and Automobile Liability Insurance. A certificate of insurance can be supplied upon request. Costs of above coverage is included in our quoted fees. If additional coverage or increased limits of liability are required, TE will endeavor to obtain the required insurance and charge separately for costs associated with additional coverage or increased limits.

STANDARD OF CARE: The only warranty or guarantee made by TE in connection with the services performed hereunder, is that we will use the degree of care and skill ordinarily exercised under similar conditions by reputable members of our profession practicing in the same or similar locality. No other warranty, expressed or implied, is made or intended by our proposal for consulting services or



by our furnishing oral and written reports. The implied warranty of merchantability and fitness for a specific purpose are specifically excluded.

PERMITTING/ZONING: The client is herein notified that several City, State, and Federal, environmental, zoning, and regulatory permits may be required for this project. TE will assist Client in preparing these permits at the Client's direction. However, the Client acknowledges that it has the responsibility for submitting, obtaining, and abiding by all required permits. Furthermore, the Client holds TE harmless from any losses or liabilities resulting from such permitting or regulatory action.

SEVERABILITY AND SURVIVAL: If any of the provisions contained in this Agreement are held invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability will not affect any other provision, and this Agreement will be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

GOVERNING LAW: This agreement shall be governed in all respects by the laws of the State of Florida. Any dispute arising out of this Agreement shall be handled through Arbitration. If the parties cannot agree then any lawsuit arising out of this Agreement shall be filed in the Circuit Court of Clay County, Florida.

CONTRACT ADMINISTRATION: Client agrees that TE, will not be expected to make exhaustive or continuous on-site inspections but that periodic observations appropriate to the construction stage shall be performed except as defined in the SOW. It is further agreed that TE, will not assume responsibility for the contractor's means, methods, techniques, sequences, or procedures of construction and it is understood that field services provided by TE will not relieve the contractor of his responsibilities for performing the work in accordance with the plans and specifications. The words "supervision", "inspection," or "control" are used to mean periodic observation of the work by TE to verify substantial compliance with the plans, specifications, and design concepts. A continuous inspection by our employees does not mean that TE is observing placement of all materials. Full-time inspection means that an employee of TE has been assigned for eight (8) hour days during regular business hours. Construction Inspection and monitoring services which exceed 40 hours per week for one individual shall be invoiced at 150% of the standard billing rate. Client agrees to indemnify and hold TE harmless from any loss, damage, or liability arising out of errors, omissions, or inaccuracies in such documentation and/or data or where such documentation and/or data does not conform to normal and customary standards.

SALES TAX: The purchaser of the services described herein shall pay any applicable state sales tax in the manner and in the amount required by law.

COST OPINIONS: Any cost opinions or project economic evaluations provided by TE will be on a basis of experience and judgment, but since it has no control over market conditions or bidding procedures, TE cannot warrant that bids, cost estimates, ultimate construction costs or project economics will not vary from these opinions. The proposed fees constitute TE's best estimate of the charges required to complete the project as defined and are valid for a period of thirty (30) days from the date of the TE execution of this agreement. General consulting and other services beyond the scope of services identified herein including but not limited to preparation for and attendance at meetings will be billed at TE normal and customary rates for the services provided. If upon submission of the agreement to Client, Client fails to return a signed copy to TE and knowingly allows TE to proceed with work, such services shall be deemed performed pursuant to the agreement and these terms and conditions shall be binding the same as if the agreement were fully executed. Where the method of contract payment is based on a time and material basis, the minimum time segment for charging of work done at any of TE sites or offices will be one half hour.

OWNERSHIP OF DOCUMENTS: All documents including, but not limited to drawings, specifications, reports, boring logs, field notes, laboratory test data, calculations, and estimates prepared by TE as instruments of services pursuant to the Agreement, shall be the sole property of TE. Client agrees that all documents of any nature furnished to Client or Client's agents or designees, if not paid for, will be returned upon demand and will not be used by Client for any purpose whatsoever. Client further agrees that under no circumstances shall any documents produced by TE pursuant to this agreement be used at any location or for any project not expressly provided for in this Agreement without the written permission of TE. TE will provide Client with copies of documents created in performance of the work for a period not exceeding TWO (2) years following submission of the final plans and specifications contemplated by this Agreement and Client agrees to pay for the labor and printing costs required to deliver such copies.

SAFETY: Should TE provide periodic observations or monitoring services at the job site during construction, Client agrees that, in accordance with generally accepted construction practices, the Contractor will be solely and completely responsible for working conditions on the job site, including safety of all persons and property during the performance of the work and in compliance with OSHA regulations, and that these requirements will apply continuously and not be limited to normal working hours. Any monitoring of the Contractor's procedures conducted by TE is not intended to include review of the adequacy of the Contractor's safety measures in, on, adjacent to, or near the construction site.



ASSIGNABILITY: Client and TE respectively bind themselves, their successors, and assigns to the other party to this Agreement and to the successors and assigns of such other part with respect to all covenants of this Agreement. Neither Client nor TE shall assign this Agreement without the prior express written consent of the other party.

INTEGRATION: This Agreement represents the entire and integrated Agreement between Client and TE, and supersedes all prior negotiations, representations or Agreements, either written or oral. This Agreement may be amended only by written instrument signed by both parties.

LIMITATIONS ON CAUSE OF ACTION: Causes of action between the parties to the Agreement pertaining to acts or failures to act shall be deemed to have occurred and the applicable statutes of limitations shall commence to run not later the (1) the date of substantial completion for acts or failures to act occurring prior to substantial completion of our engineering services pursuant to the Agreement; or (2) the date of issuance of our final invoice for acts or failure to act occurring after substantial completion of our engineering services pursuant to this Agreement.

LIMITS OF LIABILITY: To the fullest extent of the law, and notwithstanding any other provision of this agreement, the total liability in the aggregate, of TE and it's officers, directors, employees, agents and sub-consultants, and any of them to TE and anyone claiming by, through or under TE for any and all claims, losses, costs or damages of any nature whatsoever arising out of, resulting from or in any way related to the project or agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of warranty, express or implied, of TE and it's officers, directors, employees, agents, and sub-consultants and any of them, shall not exceed the total compensation received by TE under this agreement.

THIRD PARTY BENEFICIARY: Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against Client or TE.

FEES and HOURLY RATES: Where the project or task requires hourly rate billing, TE will use the following Rate Schedule effective as of January 1 of the year this agreement is signed. TE reserves the right to change the Rate Schedule at anytime and will annually update the schedule effective January 1 of each succeeding year. In the event the project exceeds one year in duration, TE reserves the right to review any lump sum fee and make adjustments based on the Rate Schedule in effect at the time of adjustment. In addition, hourly billing will be to next higher half hour (i.e. 45 minutes will be billed as 1 hour).

RATE SCHEDULE

Effective January 2024

Principal.....	\$ 195.00
Project Manager	\$ 180.00
Senior Project Engineer.....	\$ 170.00
Grant Writer / Administrator.....	\$ 150.00
Project Engineer/Sr. Designer	\$ 150.00
Designer/Sr. Field Representative.....	\$ 140.00
Permit Coordinator/Engineer Intern.....	\$ 130.00
CADD Technician/Field Representative	\$ 125.00
Administration	\$ 100.00

Green Cove Springs Elks Lodge #1892
P.O. Box 127
Green Cove Springs, Fl 32043
April 2, 2024

Erin West, CMC, City Clerk
City of Green Cove Springs
321 Walnut Street
Green Cove Springs, FL

Hello—

Please find attached a request for a Proclamation to recognize Elks National Youth Week which will be observed May 1st through May 7, 2024.

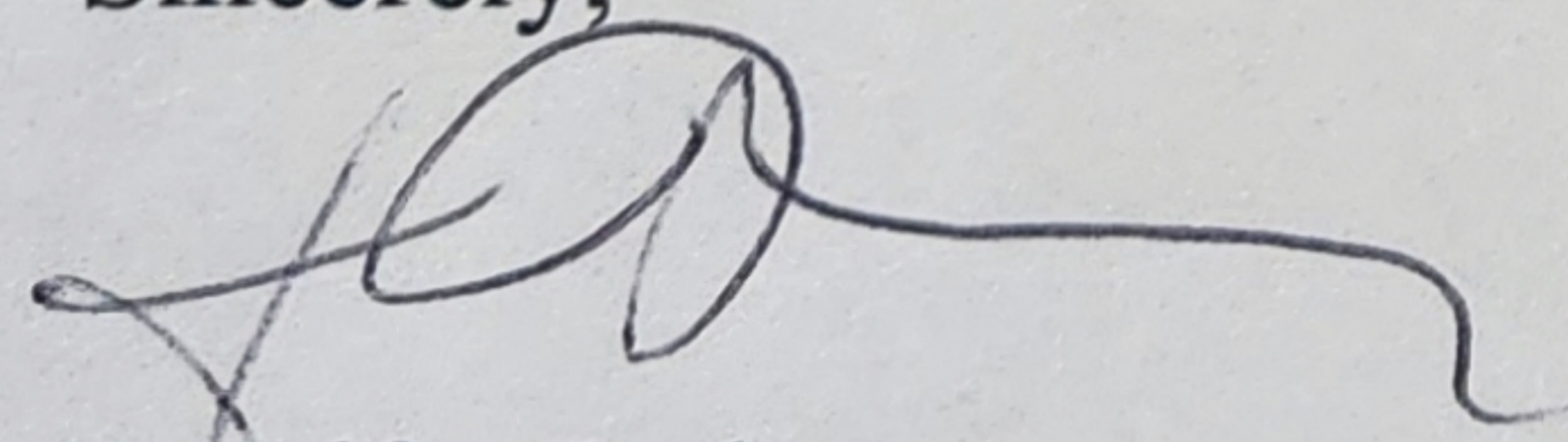
Our Lodge wishes to receive the Proclamation at our National Youth Week Observance on Wednesday, May 1. We would be honored if the Mayor could attend and read the Proclamation at the start of the event.

We would also like to invite the Mayor to be our guest at dinner which starts at 5:30 PM and will precede the reading of the Proclamation at 6:15 PM. (We have limited parking and recommend the Mayor arrive by 5 PM.)

Following the Proclamation, the Elks will be presenting the JROTC Youth Award to a local NJROTC student who will be selected by their instructor for having proven themselves to be a true leader in Academic Achievement as well as Community Service Projects, and one who maintains the highest standards of performance in all fields of endeavor. We will also be presenting 12 book bags with school supplies to the GCS Head Start Administrator for their students moving up to Kindergarten at the end of the school year.

Thank you for your consideration in this matter.

Sincerely,



Jennifer Parker
Exalted Ruler Elect and Yourh Activities Chair
GCS Elks Lodge #1892
(904) 891-7092 Cell



**CITY OF GREEN COVE SPRINGS
PROCLAMATION, LETTER OF HONOR,
AND KEY TO THE CITY
APPLICATION FORM**

Return completed form to the City Clerk's Office
City of Green Cove Springs, 321 Walnut Street, Green Cove Springs, FL 32043

Requestor's Name: Jennifer Parker / GCS ELK's Lodge #1892

Requestor's Address: P.O. Box 127, Green Cove Spr., FL 32043

Requestor's Telephone and Email: 904-891-7092 / ms.jennifer.parker@gmail.com

Person/Organization to be Honored: Junior Citizens of Our Community

Event Title: ELKs National Youth Week Observance

Event Date, Time & Location: Wed., May 1 at 5:30 PM

GCS ELKs lodge, 702 S. Orange Ave., GCS, FL 32043

Type of Honor Requested:

Proclamation Letter of Honor Key to the City

Provide a detailed reason for the request including a list of accomplishments and how the individual/organization benefits the quality of life in the City of Green Cove Springs. For Proclamations, provide a sample Proclamation or text for the "WHEREAS" clauses (attach additional sheets, if necessary):

(Please see attached documents.)

The Offices of the Mayor and City Clerk reserve the right to use submitted facts as deemed appropriate and may request additional information when necessary.

Reason for the Proclamation Request:

The Benevolent and Protective Order of Elks have designated the first week of May (May 1st-7th) as Elks National Youth Week to celebrate America's Junior Citizens for their accomplishments and to give recognition of their services to the community.

The BPOE believes that young people of all ages need guidance, inspiration, and encouragement to help them develop those qualities of character essential for future leadership. BPOE programs enrich the lives of our young people and help prepare them for the duties and opportunities of citizenship.

Throughout the year, the Green Cove Springs Elks Lodge #1892 works to encourage and support our young people. Some of the programs, services, and events offered by the GCS Lodge include:

- Scholarships for local High School Students;
- Scholarships for students 9-13 to attend Summer Camp at the Florida Elks Youth Camp in Umatilla;
- Annual Hoop Shoot competition;
- Santa's Workshop in support of the City's mission to give our children a Merry Christmas;
- Annual Community Baby Shower to benefit new mothers in our community;
- Drug Awareness Program and Red Ribbon Week Campaign;
- Graduation and Award Luncheon for 6th grade Charles E. Bennet students each May;
- Annual Comfort Campaign to provide stuffed animals to the GCS Police Department to provide comfort to children in distress;
- Elks Read, a new literacy initiative where Elks visit the local Head Start once a month to read to our youngest citizens;
- And much more!

The Elks also donate funds in support of local Youth Programs like Special Olympics, Challenge Enterprises, and the Clay High Cares Boutique.

At our Elks National Youth Week observance on May 1, we would be honored and thrilled if the Mayor would be able to attend and read this Proclamation. It is our hope that this proclamation will spotlight the need in our community to help prepare our youth in every way for the responsibilities and opportunities of citizenship.

Proclamation

WHEREAS, the Benevolent and Protective Order of Elks has designated May 1-7, as Youth Week to honor America’s Junior Citizens for their accomplishments, and to give fitting recognition of their services to the Community, State and Nation; and

WHEREAS, the Green Cove Springs Elks Lodge #1892 will sponsor an observance during that week in tribute to the Junior Citizens of this Community; and

WHEREAS, no event could be more deserving of our support and participation than on dedicated to these young people who represent the nation’s greatest resource, and who in the years ahead will assume the responsibility for the advancement of our free society; and

WHEREAS, our Youth need the guidance, inspiration and encouragement which we alone can give in order to help develop those qualities of character essential for future leadership; and go forth to serve America; and

WHEREAS, to achieve this worthy objective we should demonstrate our partnership with Youth, our understanding of their hopes and aspirations and a sincere willingness to help prepare them in every way for the responsibilities and opportunities of citizenship; and

WHEREAS, the Green Cove Springs Elks Lodge offers programs, services, and events to help encourage and support our young people including: scholarships for local high school students, scholarships for students to attend summer camp at the Florida Elks Youth Camp, Santa’s Workshop, Annual Hoop Shoot competition, Drug Awareness program, Graduation and Award lunch for 6th grade students, provide stuffed animals to the GCS Police Department to be given to children in time of distress, and much more.

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

Section 1. The City Council of Green Cove Springs hereby recognizes the first week of May as Youth Week and urges all departments of government, civic, fraternal and patriotic groups, and our citizens generally, to participate wholeheartedly in its observance.

Section 2. A true copy of this Proclamation shall be spread upon the Official Minutes of the City Council of the City of Green Cove Springs.

DONE AND PROCLAIMED BY THE CITY COUNCIL OF THE CITY OF GREEN COVE SPRINGS, FLORIDA, IN REGULAR SESSION THIS 16TH DAY OF APRIL, 2024.

CITY OF GREEN COVE SPRINGS, FLORIDA



Constance W. Butler, Mayor

ATTEST:

Erin West, City Clerk



ELECTRIC DEPARTMENT

Significant activities for the month of February 2024

- 4 Streetlights repaired
- 1 New pole installed
- 20 Poles replaced
- 9 Meter services installed

In addition to the activities listed above, the Electric Department also:

- Conducted daily morning safety meetings.
- Conducted daily truck inspections.
- Trimmed limbs and vines from power lines and poles.
- Unloaded transformers and supplies when they came in.
- Inspect/locate ROW permits.
- Conduct warehouse inventory/order supplies.
- 201 N Oakridge Ave., straighten pole that was leaning.
- 606 North St., inspected service on house fire.
- 1417 S Orange Ave., turn off electricity for customers to pull new service, we replaced wires and CT's.
- 738 St Johns Ave., removed anchor across street from address.
- 1 Bayard St., ran riser up pole and installed u-guard.
- Reynolds Blvd., at weigh station we removed 2 bad transformers from pole and put up one 15KVA transformer.
- 1106 Walnut St., replaced service drop to the house with #2 triplex.
- 101 Citizens St., replaced casket covers.
- Belle Ave. & Forbes St., removed old anchor.
- 1100 North St., installed 3" conduit from pole to hand-hole for pole change out.
- 1054 Center St., replaced service drop to the house with #2 triplex.

During the month of February, the Electric Department responded to the following outages:

02/06/2024 – Between 10:40 p.m. – 12:40 p.m., 1110 St Johns Ave., tree felt on service, 20 customers affected.

02/10/2024 – Between 2:20 p.m. – 4:20 p.m., 3190 River Rd., blown fuse replaced in transformer, 1 customer affected.

02/12/2024 – Between 7:20 p.m. – 10:20 p.m., 3687 Red Hawk Ct., replaced bad transformer, 10 customers affected.

02/17/2024 – Between 7:15 p.m. – 10:15 p.m., 3698 Red Hawk Ct., replaced bad terminator and cables, 18 customers affected.

02/18/2024 – Between 5:30 a.m. – 8:30 a.m., 704 S Oakridge Ave., blown fuse by tree branch and replaced fuse, 100 customers affected.

02/20/2024 – Between 7:00 p.m. – 9:00 p.m., 207 N Oakridge Ave., removed tree and set new pole, 3 customers affected.

Electric Utility Top Consumption Customers (kwh/meter) for February:

NAME	SERVICE ADDRESS	KWH	AMOUNT
Clay County Jail	901 N. Orange Ave.	197,480	\$ 26,183.94
Winn Dixie Stores, Inc	3260 Hwy. 17 N.	180,200	\$ 23,453.56
St. Johns Landing	1408 N. Orange Ave.	167,640	\$ 22,852.54
Clay County Court House	825 N. Orange Ave.	167,400	\$ 21,771.17
Permabase Building Products	1767 Wildwood Rd	137,280	\$ 17,468.04
Kindred Health	801 Oak St.	121,800	\$ 15,983.74
Tamko Roofing Products	914 Hall Park Rd.	112,960	\$ 16,644.72
BD Of County Commissioner	825 N. Orange Ave.	98,080	\$ 12,494.78
City of Green Cove Springs	1277 Harbor Road	82,160	\$ 11,574.91
Garber Realty/GMC	3340 Highway 17	75,040	\$ 10,673.80
BD Of Public Instruction	2025 State Road 16	73,600	\$ 11,459.19
BD Of Public Instruction	Clay High School	71,760	\$ 11,717.51
Duval Asphalt Products, Inc.	1921 Jersey AVE (East End)	68,400	\$ 12,363.17
Oak Street Opco LLC	803 Oak St.	68,000	\$ 9,760.20
City of Green Cove Springs	Set Street Lights	66,392	\$ 9,356.35
City of Green Cove Springs	1277 S Orange Ave.	50,088	\$ 7,062.38
BD Of Public Instruction	1 N Oakridge Ave.	48,720	\$ 8,375.65
VAC-CON	954 Hall Park Rd.	47,920	\$ 5,346.53
Coral Ridge Foods, GC	1165 N Orange AVE	45,840	\$ 6,097.35
Direct TV/ ATT Services, Inc.	512 Center St	38,560	\$ 5,448.65
Pegasus Technologies	932 Pilot Dr Hanger 3 & 4	38,640	\$ 5,815.46
Meever USA Inc.	965 Leonard C Taylor PKWY	40,800	\$ 5,959.41
Race Trac Petroleum, Inc.	3106 Highway 17	39,040	\$ 5,044.44
BD Of County Commissioner	477 Houston St (DMV)	38,240	\$ 5,619.32

Electric Utility Department Capital Projects:

Pole top switch replacement

This project began 09-18-2019 with the installation of switches at Governors Creek for restoration plan of isolation of north feeder across Governors Creek Bridge during extreme emergencies. Project is now in the inspection and evaluation process involving Chapman 2 extension to Harbor Rd and load transfer of Chapman 1 to Chapman 2.

13kV to 23kv Conversion – US17 from Harbor Road to CR 315

Planning for this project has begun. This project will continue the Chapman 1 and Chapman 2 circuits north of Harbor Road to provide capacity and reliability for existing and future customers north of Governors Creek. Materials for this project are being funded by a DEO Grant. Materials have started arriving and we are installing the material as it arrives.

Governors Creek Hardening Project

This project will allow the overhead conductor crossing Governors Creek to be placed underground from Grove Street to Harbor Road. This project has been split into two phases: (1) design and permitting and (2) construction. It is being 75% funded by a FEMA HMGP grant. Phase 1 is complete. The project is now being evaluated by FDEM and FEMA funding for the construction phase. Once funding is in place and a contract is executed, bidding and construction should take approximately 9 months. This project will also support to extension of Chapman 1 and Chapman 2 circuits north of Governors Creek to provide additional capacity and reliability for all customers north of Governors Creek.



Public Works Monthly Executive Summary February 2024

Street Department

During the month of February, The Street Department has been busy throughout the city. Additional activities included:

- Trim back limbs and vegetation on the City rights-of-way.
- Clean storm drains City Wide.

The Street Department completed 37 additional work orders that pertained to street and stormwater issues.

Parks Department

During the month of February, the Parks Department mowed, trimmed, and edged all areas one time including the DOT rights-of-way, City Parks, and FCT property. Additional activities included:

- Monthly playground equipment inspection and necessary repairs.
- Clean storm drains City Wide.
- Cooks Lane Litter Cleanup.
- Cleaned the pool 4 times

The Parks Department completed 6 additional work orders outside of their normal daily work schedules.

Equipment Maintenance

The Equipment Maintenance Shop, as always, works hard to keep the equipment and vehicles going so the city can continue to provide our citizens with the exceptional service they are accustomed to. During the month of February, Levi, John, and Donald completed 87 work orders.

Tradesworker

During the month of February, 24 work orders were completed.

Solid Waste Department

Cove Life, Litter Cleanup Program & New Services:

- Picked up everything around the rollout cans.
- Picked up as much loose trash, palm fronds, and sticks as possible on the streets, along the R.O.W. and ditches regardless of if it is near a container or not.
- Delivered 5 trash cans and 5 recycle bins to new customers.
- Delivered 4 recycle bins to current customers.
- Repaired 5 trash cans.
- Replaced 20 trash cans.

This month February, the city collected:

- **297.28** tons of Class I garbage (2% increase)
- **5.34** tons of recycling (55% decrease)
- **100.54** tons of yard waste (20% decrease)
- **5.85** tons of white goods and other junk

For comparison during February 2023, the city collected:

- **290.87** tons of Class I garbage
- **11.78** tons of recycling
- **120.91** tons of yard waste
- **9.24** tons of white goods and other junk

Water/Wastewater

- W/WW crews/management had personal interaction with several citizens regarding water/sewer issues.
- Contacted all customers on water and irrigation “Highest Users” report that had unusual consumption (not usually on report)
- Staff continues to refine the scope and financials of the consolidated AWWTP, expanded reclaimed water system, wastewater collection system improvements and water system capital improvements to obtain maximum grant potential, optimize loan conditions and minimize impact to customers.
- W/WW/RW Projects;
 - Design of the improvements to the city’s wastewater treatment system (all phases) is complete. In order to maximize grant opportunities, the initial construction phase was split into two pieces, for a total of four phases;
 - Phase I is construction of the on-site reclaimed water system (storage tanks, high service pumps, electrical) at the existing Harbor Road Facility, and rehabilitation of Master Lift Stations #2 and #4. This phase went out to bid in January in two parts – plant reclaimed water improvements & lift station #2 & #4. **Construction was completed in June 2020.** The total Phase I cost is \$6,120,600. Staff received \$4,063,425.00 in “Principal Forgiveness” (grant) from FDEP (SRF).
 - Phase II:

- Construction of the new 1.25 million gallon per day (MGD) advanced wastewater treatment plant (AWWTP) at the Harbor Road site.

Construction approximately 75% complete

- Phase III:
 - A new force main from Lift Station #2 diverting the sewage from the South Plant to Harbor Road (all sewage generated in the City will be treated at the new Harbor Road AWWTP).
 - Decommissioning and “mothballing” of the South Wastewater Treatment Plant. The permit will remain in place and the plant could be re-commissioned at a later date depending on future activities at the Reynolds site.
- Phase IV (future – determined by growth) is a second identical 1.25 MGD AWWTP built at the Harbor Road site. An alternative would be construction of this train at the South Plant site in Reynolds Park if the southern /Reynolds portion of our service territory is where significant growth occurs
- Phase V (future – determined by growth) is a third identical 1.25 MGD AWWTP built at the Harbor Road or Reynolds site.
- Sanitary Sewer Evaluation Survey (SSES) of the Core City wastewater collection system is **complete**, including Mittauer final report. Staff utilizes this data daily in evaluating collection system repairs and requests for sewer connections.
- Continuing to work with FDOT and Clay County on utility relocations associated with the First Coast Expressway and Clay County road expansions (CR 315 & CR 209 / Russel Road).
- **Senate Bill 64:** In 2021 the Florida Senate approved SB 64, which requires wastewater treatment plants to eliminate surface water discharges by 2035, which has become a significant financial burden to utilities. This requires the city to eliminate effluent discharge from the Harbor Road and South wastewater treatment plants to the St. Johns River. While the city has been implementing reclaimed water projects for several years, there are not enough uses to take all of the city’s treated wastewater. In November 2021 the city submitted to FDEP a plan as to how surface water discharges will be eliminated.

Potable Water:

- Staff and Mittauer have completed a full review of the future capital needs of the water system. A comprehensive capital improvement program (CIP) has been developed as part of the Water Master Plan. As in the past, the timing of many of these improvements is driven by future activities in Reynolds Industrial Park and other areas of our service territory. The city has received an FDEP – SRF loan for Planning and Engineering of several of the CIP improvements so that as the need for the improvements occur, the City is ahead of the game and can apply very quickly to SRF for actual construction dollars as “shovel-ready” projects. The total design project cost is \$356,800.00, with a \$178,400.00 (50%) principal forgiveness (grant), leaving an actual loan of \$180,100.00.
- Reynolds Water System Improvements:
 - New water mains along two primary streets to remedy fire hydrants that were inadequate.
 - New 12” water main crossing under SR 16 to replace aging mains that endanger the integrity of the road. This eliminated four existing crossings.
 - New water main along Red Bay Road eliminating existing aging and leaking pipes. In addition remediating fire hydrants that were inadequate.

- New water main and sewer force main extension from Reynolds Park to and across the MOBRO complex. This extension is designed to supply water, fire protection & sewer needs to MOBRO and future developments to the east.
- **Completed September 2021**

South Service Territory Improvements:

- New 12" water main loop from US17 along CR 209 S to the existing 12" water main that terminated at 4600 CR 209 S. This also included a new 4" sewer force main from US 17 along CR 209 S to the First Coast Expressway crossing. **Completed September 2021**
- The City has received grants from the State of Florida Hazard Mitigation Grant Program (HMGP) to install auxiliary generators at 17 sewage lift stations, and install generators / raise infrastructure at four additional stations. The grant funds 75% of the improvements. **Approximately 99% complete**
- Continued remediation of malfunctioning or out-of-service hydrants.
- Operated and maintained the Harbor Rd. and South Wastewater Treatment Plants as well as the Harbor Rd. and Reynolds Water Treatment Plants to meet the requirements of Regulatory Agencies.
- Continued to make process control adjustments at the Harbor Rd. and South WWTP in efforts to further lower Total Nitrogen and Total Phosphorus levels being discharged to the St. Johns River.
- Continued landscape maintenance at Water and Wastewater Treatment Facilities as well as lift stations.
- Continued preventative maintenance on all treatment facility generators.
- Completed 3 new services.
- Completed 66 water related work orders.
- Completed 24 sewer related work orders.
- Responded to 105 utilities locate requests.

TOP 10 WATER CUSTOMERS FEBRUARY 2024

Largest (By Consumption)		Largest (By Dollar Amount)	
Rank	CONSUMER	Rank	CONSUMER
1	Sheriff's Department	1	Sheriff's Department
2	Oak Street OPCO LLC	2	Oak Street OPCO LLC
3	Kindred Health	3	Clay County Court House
4	Clay County Court House	4	Kindred Health
5	Dreh Holdings LLC	5	Dreh Holdings LLC
6	Arthur B Billingsley	6	Clay High
7	Springs Coin Laundry	7	Vac-Con
8	Clay Port INC.	8	Green Cove Springs Distribution
9	Vac-Con	9	Clay Port INC.
10	Premier Surface Design LLC	10	Spring Coin Laundry

TOP 10 IRRIGATION CUSTOMERS FEBRUARY 2024

Largest (By Consumption)		Largest (By Dollar Amount)	
Rank	CONSUMER	Rank	CONSUMER
1	Permabase Building Products	1	Permabase Building Products
2	Sheriff's Department	2	Sheriff's Department
3	Vallencourt Construction	3	Vallencourt Construction
4	Triad Retail Construction	4	Triad Retail Construction
5	Magnolia Point Investments	5	Mobro Marine, INC
6	Mobro Marine INC	6	Magnolia Point Investments
7	Green Cove Springs Junior High	7	Green Cove Springs junior High
8	Hut American Group LLC	8	Governors Point Yacht Club
9	Governors Point Yacht Club	9	AMH Development NON Res
10	Magnolia Point Association	10	Hut American Group LLC

TOP 10 SEWER CUSTOMERS FEBRUARY 2024

Largest (By Consumption)		Largest (By Dollar Amount)	
Rank	CONSUMER	Rank	CONSUMER
1	Sheriff's Department	1	Sheriff's Department
2	St John's Landing	2	St John's Landing
3	Oak Street OPCO LLC	3	Oak Street OPCO LLC
4	Kindred Health	4	Kindred Health
5	Clay County Court House	5	Clay County Court House
6	Dreh Holdings LLC	6	Dreh Holdings LLC
7	Arthur Billingsley	7	Clay High
8	Spring Coin Laundry	8	Vac-Con
9	Clay Port INC.	9	Clay Port INC
10	Vac-Con	10	Springs Coin Laundry

Wastewater Plant Capacity Status

South Plant: TMDL Capacity 0.350 MGD*,

- Current Loading 0.254 MGD*, 72% Capacity (February 2023 Annual Average)
- Current & Committed (.065) Loading 0.319 MGD*, 91% Capacity
- Current, Committed (.065) & Requested (0.50) Loading 0.369 MGD*, 105% Capacity

Harbor Road: TMDL Capacity 0.650 MGD*

- Current Loading 0.488 MGD*, 75% Capacity (February 2023 Annual Average)
- Current & Committed (0) Loading 0.488 MGD*, 75% Capacity
- Current, Committed & Requested (0) Loading 0.488 MGD*, 75% Capacity

*MGD = Million Gallons per Day

Note: No Reynolds growth or loading projections included in above.



City of Green Cove Springs

(904) 297-7500
Florida Relay – Dial 7-1-1

321 Walnut Street

Green Cove Springs, FL 32043
www.greencovesprings.com

MEMORANDUM

To: Steve Kennedy, City Manager
From: Development Services Department
Date: March 12, 2024
Subject: Monthly Planning, Code Enforcement and Building Report for February 2024

PLANNING

In February, one new business license was issued, 6 were renewed and there was 1 change of ownership.

- OnePlanet Solar Recycling LLC

Total Business Tax Revenue for **February** was **\$960**.

During the month of February:

- Began or continued reviewing the following planning applications:
 - **US16/17 Map Amendment and Text Amendment**
 - **Clay Habitat Palmer Street Re-Plat:**
 - **Operation Lifeline Subdivision**
 - **Clay County Economic Development Building**
 - **Clay County Fire Station 20**
 - **Owens Minor Subdivision**
 - **US16/US 17 Commerce PUD**
 - **Gustafson Park**
 - **Rookery CDD**
- The following applications were approved:
 - **Vineyard Transitional Center Site Development**
 - **Sunrise to Sunset Special Exception**
- **21 lien search requests, and 5 new permit applications were submitted.**
- Approved **2 special event applications.**
- Revenues for Planning related fees for **February** were **\$21,540**.

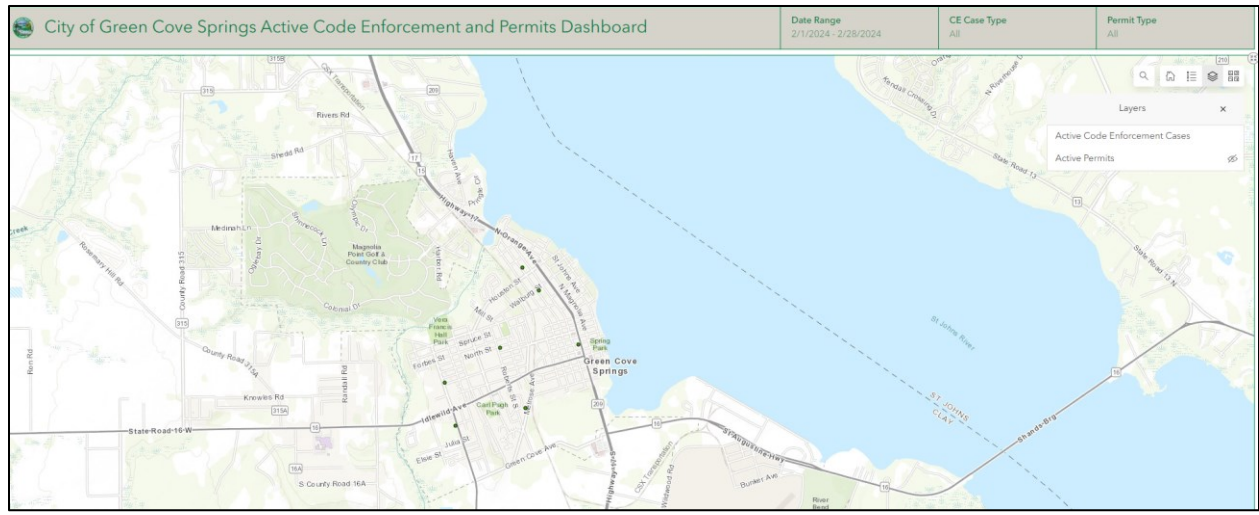
CODE ENFORCEMENT

In February, there were forty-two new enforcement complaints filed. Voluntary compliance was achieved for twenty-two of the cases resulting in case closure. For Fiscal Year 2023-2024, Code Enforcement has collected \$8,805.56 in Code Enforcement fines.

Month of February courtesy notice of violation/notice of violation.

- 22 of 42 courtesy notices of violation/notice of violations were complied which led to 52% compliance.

- 14 of 33 notices of violation voluntary compliance were achieved resulting in case closure.
- 20 notices of violation from previous months compliance were achieved resulting in case closure.
- 5 courtesy notices of violation from previous months compliance were achieved resulting in closure.
- 107 cases courtesy notices of violation/notice of violation complied year to date.



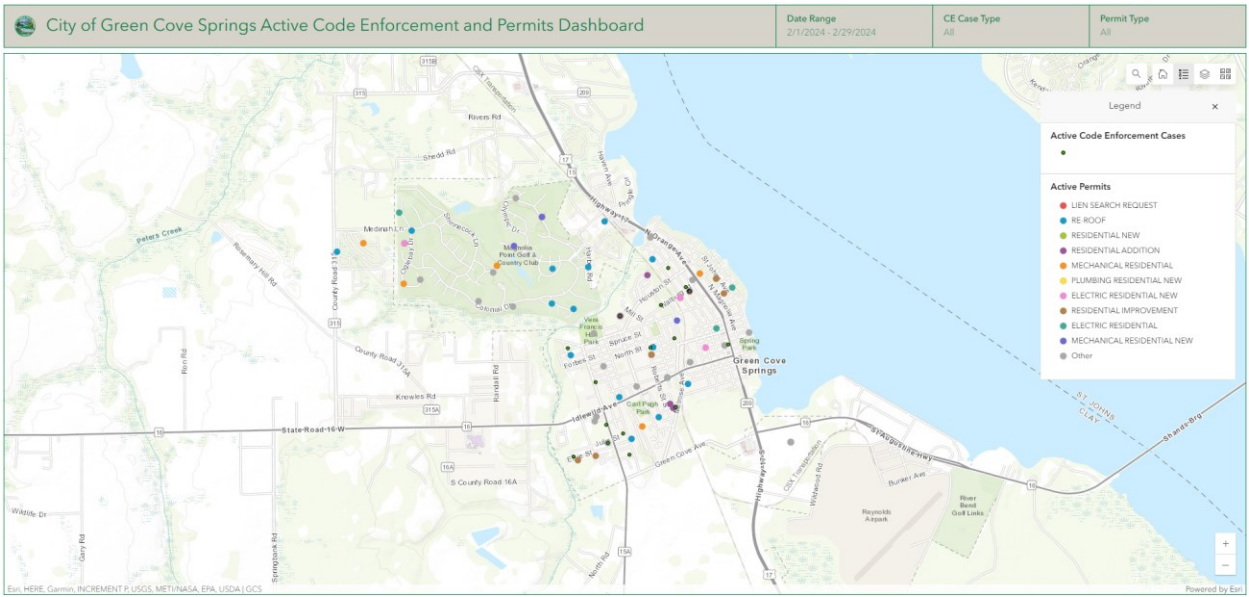
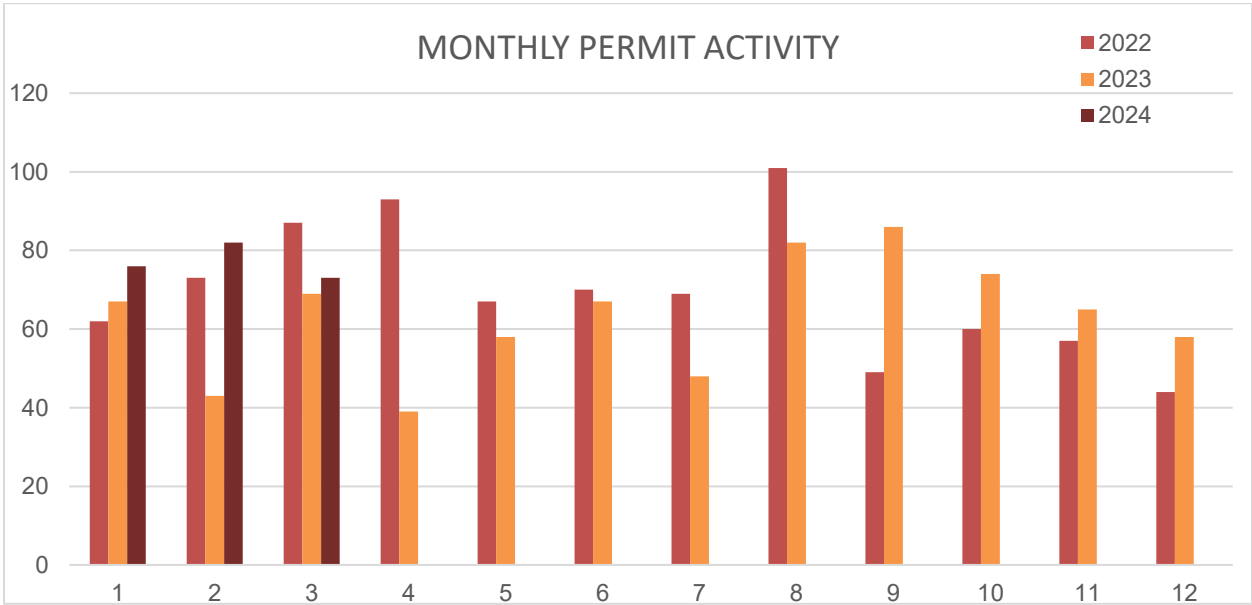
BUILDING

Building permit activity increased from January to February. The total number of building permits issued in January was 76 compared to 82 in February. Permit activity for February 2024 increased by 90.7% from February 2023.

Revenues for Building related fees for February were \$15,813.50.

FEBRUARY 2024 PERMIT SUMMARY	
RESIDENTIAL NEW	3
COMMERCIAL NEW	0
RESIDENTIAL ADDITION	6
COMMERCIAL ADDITION	0
RESIDENTIAL REMODEL / IMPROVEMENT	5
COMMERCIAL REMODEL / IMPROVEMENT	1
DEMOLITION	0
SIGNS	0
POOLS	2

RE-ROOFING	17
FENCES	14
MECHANICAL / ELECTRICAL / PLUMBING	31
OTHER PERMITS	3
TOTAL PERMITS ISSUED	82





CITY OF GREEN COVE SPRINGS POLICE DEPARTMENT



Chief E.J. Guzman ▪ 1001 Idlewild Avenue ▪ Green Cove Springs, FL 32043 ▪ Main (904) 297-7300 ▪ Fax (904) 284-1436 ▪ www.gcspd.com

The following is the official summary of activity conducted by members of the Green Cove Springs Police Department for the month of February 2024:

Total # Calls for Service: **1,013**
Total # Arrests: **18 (-6)**
Total # Traffic Stops: **263 (-77)** Total # Citations: **60 (-34)** % Citations to stops: **23%**
Total # Building and business security checks: **1,441 (-266)**
Total # Police Related Services: **4,140 (-271)**
Response Times: Priority 1: **4M 23sec** Priority 2: **1M 11 sec** Priority 3: **5M 14 sec**
Dispatch Phone Communication: 911 calls: **297** Non-Emergency calls: **322** Walk-In: **27**

Marine Enforcement:

None
Canvass purchased for protection of console and seats.

Red Light Camera Program:

Video Review:
Officer Gann reviewed 841 violations, approved 611, and rejected 230
Sergeant Vineyard reviewed 0 violations, approved 0, and rejected 0

Total violations reviewed for the month: **841** Approval Rating: **72.65%**
Total hours reviewing video: **18.21**

Traffic complaints received/completed:

Location	Issue	# Officer # Times	Traffic Stops	Traffic Citations	Traffic Warnings	Parking Citations	Issue Y/N
Colonial /Shinnecock	Speeding	1/1	4	2	2	0	N
800 Cove Street	Speeding/Stop	12/11	3	0	3	0	Y

***When evaluating traffic complaints, low numbers of stops/citations are a good indication that the issue may not be as prevalent as the citizen believes.17*

Notable Arrests:

- 2024-000177 Possess Marijuana with intent to sell
- 2024-000191 Domestic Disturbance
- 2024-000206 Reckless Driving with MV Crash
- 2024-000222 Reckless Driving/Felony Criminal Mischief
- 2024-000231 Aggravated Battery/Strangulation
- 2024-000240 Disorderly Intoxication

Notable K-9 Activity:

Apprehensions: 0 Training Sessions: 4 Total Time Training: 16.65 Hrs
K9 Searches: 3 #Finds: 0 #No Finds: 3
Mutual Aid Calls: 0

Narcotics Finds: 1

Officer Babcock supplemented patrol shifts during this period.
Conducted a K-9 Demo for a local Boy Scout Troop

Community Liaison Officer Activity:

Citizen Surveys Completed: 1
Social Media Posts: 52
PIO Call Outs: 1
Recruitment Events: 0
Homeless Interactions: 0

Planning for Derek S. Asdot Golf Tournament
Planning for Vietnam Veterans Event
Planning for Clay County Memorial Event
Assisted Patrol

Training:

Sergeant Hess Attended Glock Armorers Course

Notable Activity for Chief of Police:

- Rotary Impact meeting at Clay High School.
- Meeting with VacCon executives in reference to business expansion.
- Criminal Justice Advisory Board meeting.
- Attended Rotary Lunch.
- Site Development Review Team Meeting.
- Ribbon Cutting at A1 Pavement Design.
- Florida Police Chief's Association Meeting concerning summer conference.
- State of the County Luncheon.
- Interview with local reporter.
- Walnut Street Groundbreaking Ceremony.

 #673



City of Green Cove Springs

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Florida Relay – Dial 7-1-1

321 Walnut Street

Green Cove Springs, FL 32043
www.greencovesprings.com

MEMORANDUM

To: Steve Kennedy, City Manager
From: Development Services Department
Date: April 9, 2024
Subject: Monthly Planning, Code Enforcement and Building Report for March 2024

PLANNING

In March, the Planning Department received a recommendation of approval from the Planning and Zoning Commission to adopt the Form Based Code.

Two new business licenses were issued and 10 were renewed.

- D-Bat Green Cove
- Optimize Physical Therapy & Sports Performance

Total Business Tax Revenue for **March** was **\$1,512.50**.

During the month of March:

- Began or continued reviewing the following planning applications:
 - **US16/17 Map Amendment, Text Amendment and PUD Rezoning**
 - **Clay Habitat Palmer Street Re-Plat**
 - **Operation Lifeline Subdivision**
 - **Clay County Economic Development Building**
 - **Clay County Fire Station 20**
 - **Owens Minor Subdivision**
 - **US16/US 17 Commerce PUD**
 - **Gustafson Park**
 - **Rookery CDD**
 - **River Oaks Site Plan and Rezoning Request**
 - **Truemont Annexation, Future Land Use and Rezoning Request**
- The following applications were approved:
 - **Vineyard Transitional Center Site Development**
 - **Sunrise to Sunset Special Exception**
- **16 lien search requests, and 5 new permit applications were submitted.**
- Approved the Magnolia West Community Development District revisions
- A recommendation of approval for the annexation of the Truemont property by the Planning and Zoning Commission
- **Approved the Calavida Annual Festival**
- **Approved the Good Guys Motors Grand Opening Celebration**
- Revenues for Planning related fees for **March** were **\$925.00**.

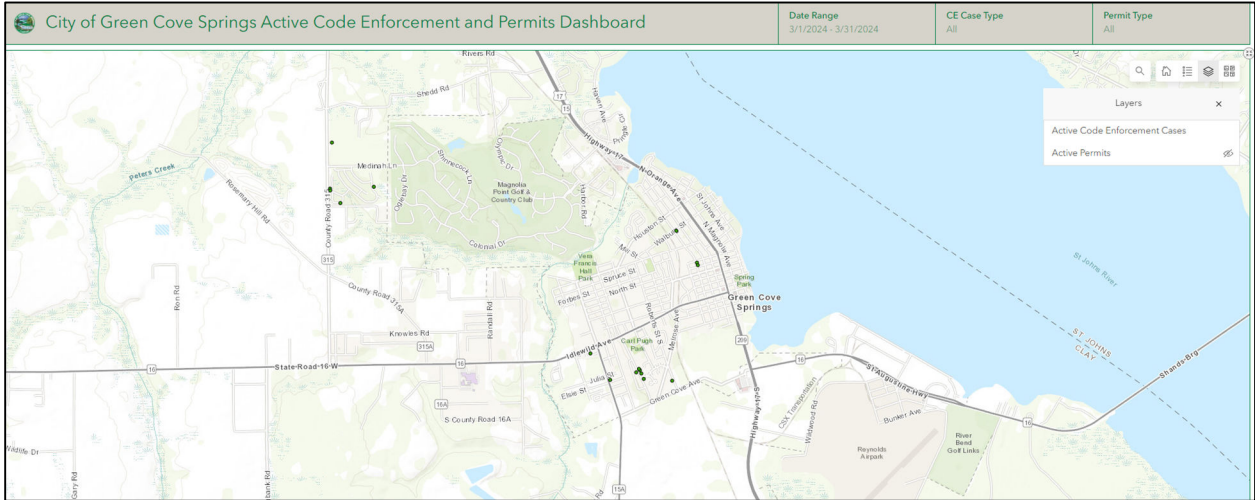
CODE ENFORCEMENT

In March, there were thirty-five new enforcement complaints filed. Voluntary compliance was achieved for eleven of the cases resulting in case closure. For Fiscal Year 2023-2024, Code Enforcement has collected \$13,405.56 in Code Enforcement fines.

Compliance for March courtesy notice of violation/notice of violations:

- 11 of 35 (31%) courtesy notices of violation/notice of violation were complied with.
- 10 of 25 (40%) notices of violation were voluntary complied with.
- 18 notices of violation from previous months compliance were achieved resulting in case closure.
- 0 courtesy notices of violation from previous months compliance were achieved resulting in closure.
- 146 cases courtesy notices of violation/notice of violation complied year to date.

New Code Enforcement Cases for March 2024

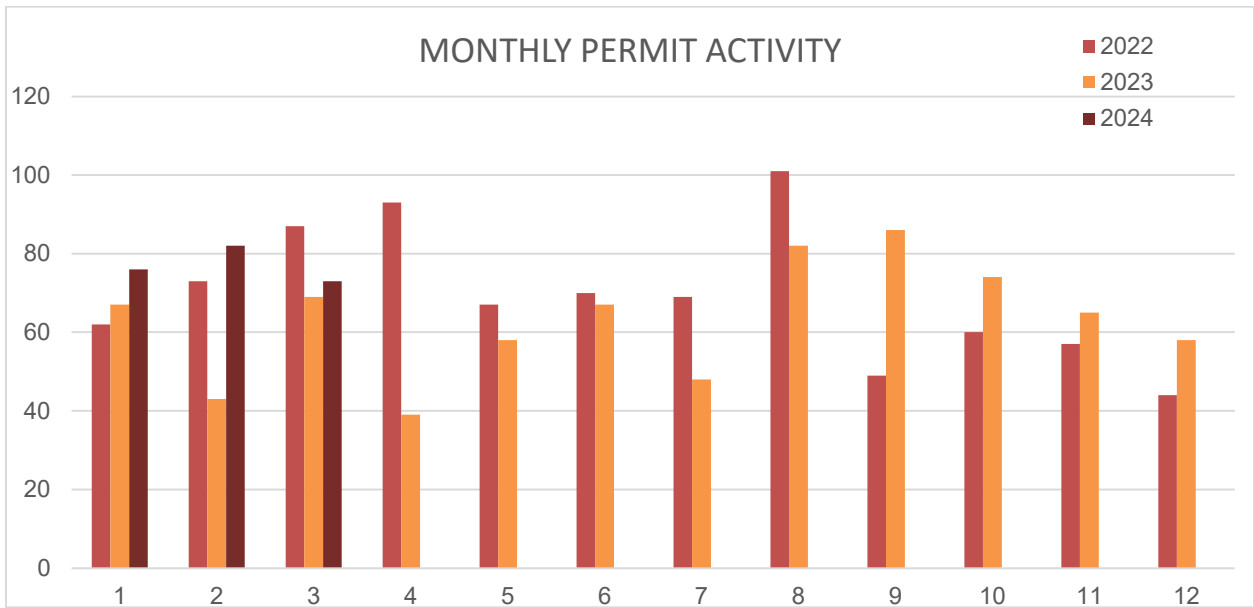


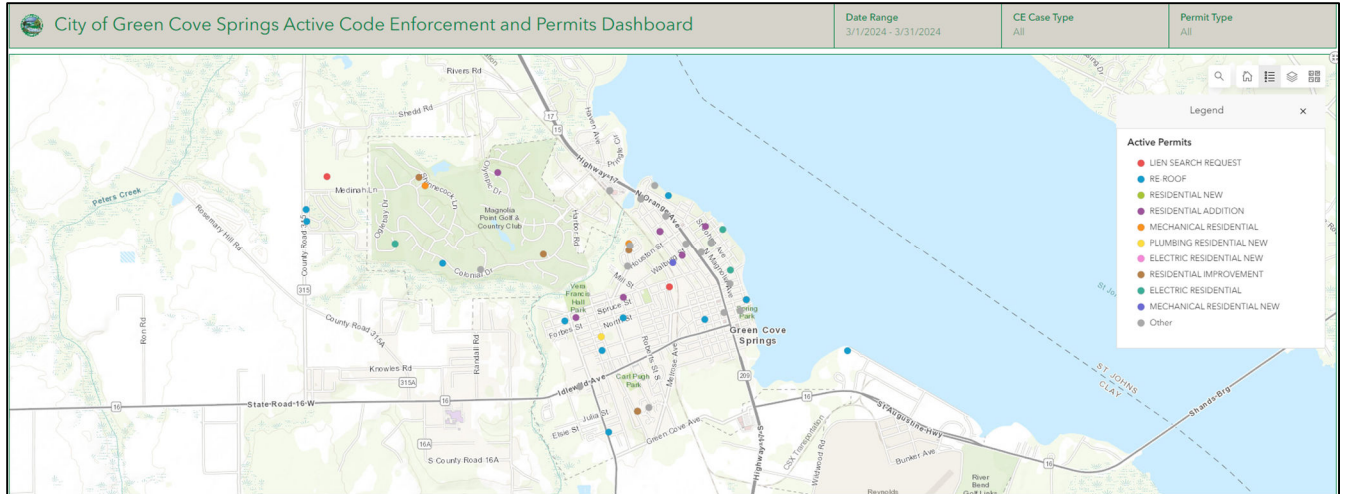
BUILDING

Building permit activity decreased 11% from February to March. The total number of building permits issued in February was 82 compared to 73 in March. Permit activity for March 2024 increased by 6% from March 2023.

Revenues for Building related fees for March were \$21,591.50.

MARCH 2024 PERMIT SUMMARY	
RESIDENTIAL NEW	2
COMMERCIAL NEW	0
RESIDENTIAL ADDITION	8
COMMERCIAL ADDITION	1
RESIDENTIAL REMODEL / IMPROVEMENT	9
COMMERCIAL REMODEL / IMPROVEMENT	1
DEMOLITION	2
SIGNS	0
POOLS	0
RE-ROOFING	16
FENCES	5
MECHANICAL / ELECTRICAL / PLUMBING	24
OTHER PERMITS	5
TOTAL PERMITS ISSUED	73







ELECTRIC DEPARTMENT

Significant activities for the month of March 2024

- 12 Streetlights repaired
- 10 New poles installed
- 12 Poles replaced
- 3 Poles removed
- 1 Meter replaced
- 1 Meter removed

In addition to the activities listed above, the Electric Department also:

- Conducted daily morning safety meetings.
- Conducted daily truck inspections.
- Trimmed limbs and vines from power lines and poles.
- Unloaded transformers and supplies when they came in.
- Inspect/locate ROW permits.
- Conduct warehouse inventory/order supplies.
- 1111 Forbes St., installed hand-hold box at base of pole.
- 1325 Walnut St., removed wire, streetlight and old pole from back yard of property.
- 3177 CR 209., repaired broken leg in meter can.
- 1108 Walnut St., replaced service drop to the house using #2 triplex.
- 25 Roderigo Ave., removed anchor.
- SR 16 & US 17., removed old lines.
- US 17., installed banners for the 150 years of city celebration.
- Walnut St., Conversion job from overhead wire to underground conductor.
- 101 Park St., ran secondary's up pole for new URD feed.
- Oakridge Ave to Manthei Rd., removed 2 old rusted guys and installed 1 new.
- 4210 Hwy 17 S., removed 500 kva transformer URD primary riser pole and anchor.

During the month of March, the Electric Department responded to the following outages:

03/03/2024 – Between 1:00 p.m. – 4:00 p.m., 3076 Anderson Rd., change LA re-fused 4 cutouts, 5 customers affected.

03/30/2024 – Between 11:00 a.m. – 12:30 p.m., 417 N Cypress Ave., blown fuse by squirrel, 8 customers affected.

Electric Utility Top Consumption Customers (kwh/meter) for March:

NAME	SERVICE ADDRESS	KWH	AMOUNT
St. Johns Landing	1408 N. Orange Ave.	213,360	\$ 29,923.90
Clay County Jail	901 N. Orange Ave.	205,000	\$ 27,638.92
Clay County Court House	825 N. Orange Ave.	163,200	\$ 21,996.66
Kindred Health	801 Oak St.	153,200	\$ 20,060.58
Winn Dixie Stores, Inc	3260 Hwy. 17 N.	152,800	\$ 20,393.28
Permabase Building Products	1767 Wildwood Rd	124,800	\$ 16,633.70
Tamko Roofing Products	914 Hall Park Rd.	102,880	\$ 14,762.10
BD Of County Commissioner	825 N. Orange Ave.	97,440	\$ 12,857.18
BD Of Public Instruction	2025 State Road 16	89,000	\$ 13,478.08
Oak Street Opco LLC	803 Oak St.	86,000	\$ 12,234.12
Duval Asphalt Products, Inc.	1921 Jersey AVE (East End)	83,100	\$ 14,317.27
City of Green Cove Springs	1277 Harbor Road	80,400	\$ 11,648.88
City of Green Cove Springs	Set Street Lights	66,392	\$ 9,621.92
BD Of Public Instruction	Clay High School	64,080	\$ 11,126.58
Garber Realty/GMC	3340 Highway 17	62,080	\$ 9,232.89
Coral Ridge Foods, GC	1165 N Orange AVE	49,360	\$ 6,726.37
BD Of County Commissioner	477 Houston St (DMV)	48,800	\$ 7,037.17
VAC-CON	954 Hall Park Rd.	47,600	\$ 5,501.63
BD Of Public Instruction	1 N Oakridge Ave.	44,640	\$ 7,455.38
Direct TV/ ATT Services, Inc.	512 Center St	43,360	\$ 5,795.38
Meever USA Inc.	965 Leonard C Taylor PKWY	37,680	\$ 5,701.06
City of Green Cove Springs	925 S R 16 East SOUTH WWTP	36,560	\$ 5,003.58
Race Trac Petroleum, Inc.	3106 Highway 17	36,320	\$ 4,853.61
Clay Port Inc.	972 Bulkhead RD (METER B)	36,160	\$ 5,602.97

Electric Utility Department Capital Projects:

Pole top switch replacement

This project began 09-18-2019 with the installation of switches at Governors Creek for restoration plan of isolation of north feeder across Governors Creek Bridge during extreme emergencies. Project is now in the inspection and evaluation process involving Chapman 2 extension to Harbor Rd and load transfer of Chapman 1 to Chapman 2.

13kV to 23kv Conversion – US17 from Harbor Road to CR 315

Planning for this project has begun. This project will continue the Chapman 1 and Chapman 2 circuits north of Harbor Road to provide capacity and reliability for existing and future customers north of Governors Creek. Materials for this project are being funded by a DEO Grant. Materials have started arriving and we are installing the material as it arrives.

Governors Creek Hardening Project

This project will allow the overhead conductor crossing Governors Creek to be placed underground from Grove Street to Harbor Road. This project has been split into two phases: (1) design and permitting and (2) construction. It is being 75% funded by a FEMA HMGP grant. Phase 1 is complete. The project is now being evaluated by FDEM and FEMA funding for the construction phase. Once funding is in place and a contract is executed, bidding and construction should take approximately 9 months. This project will also support to extension of Chapman 1 and Chapman 2 circuits north of Governors Creek to provide additional capacity and reliability for all customers north of Governors Creek.

