



# STAFF REPORT

## CITY OF GREEN COVE SPRINGS, FLORIDA

---

**TO:** Planning and Zoning Commission **MEETING DATE:** January 24, 2023  
**FROM:** Michael Daniels, Planning and Zoning Director  
**SUBJECT:** Hall Property Annexation Application for approximately 3.44 acres located on South US Highway 17 and CR 209

### PROPERTY DESCRIPTION

**APPLICANT:** Mark Scruby, Esq. of Rogers Tower, PA **OWNER:** CHS LLC, Lyman Hall, and Virginia S Hall

**PROPERTY LOCATION:** Bounded on the western side by CR 209 S; bounded on the eastern side by Reynolds Park

**PARCEL NUMBER:** Portion of #016499-007-00

**FILE NUMBER:** AX-22-002

**CURRENT ZONING:** Light Industrial (County)

**FUTURE LAND USE DESIGNATION:** Industrial (County)

---

### SURROUNDING LAND USE

---

**NORTH:** **FLU:** Mixed Use  
**Z:** Planned Unit Development  
**Use:** Undeveloped

**SOUTH:** **FLU:** Industrial  
**Z:** M-2  
**Use:** Undeveloped

**EAST:** **FLU:** MURP  
**Z:** M-2 Industrial  
**Use:** Reynolds Park / Clay Port

**WEST:** **FLU:** Industrial (County)  
**Z:** Light Industrial (County)  
**Use:** Undeveloped

---

### BACKGROUND

---

#### **PROPERTY DESCRIPTION:**

The applicant, Mark H. Scruby, Esq, of Rogers Tower PA, has submitted an annexation request for 3.44 acres to annex the subject property into City limits. The property is contiguous to the current municipal boundary, as shown on the following aerial map. The site is undeveloped. On the northern 75' of the subject property there is a temporary and permanent gas easement to Teco People's gas for the construction of a gas pipeline. The remainder of the parcel is heavily wooded with a combination of hardwood and Pine trees.



The site is located within the City’s Water, Sewer, and Electric Service Boundaries. It will be served by the City’s utilities and sanitation services.

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

Application #	Description
FLUS-23-001	Small Scale FLU Map Amendment: Industrial (County) to Mixed Use (City)
ZON-23-001	Rezoning: Heavy Industrial (County) to C-2 General Business (City)

**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 owners, as set forth in the attached annexation application, submitted an annexation petition on October 25, 2022 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 Today has been provided on February 16<sup>th</sup> and February 23<sup>rd</sup>, 2023.*

*In addition (not a statutory or city requirement), notice has been provided to all property owners within 300' of the subject property.*

(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 northern, southern and eastern 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, northern and southern 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.

***A letter and the ordinance notice were provided to the Clay County Board of County Commissioners and were mailed to the same in February 6 2023. The certified mail receipt is provided in the packet.***

The proposed annexation request is consistent with the following Comprehensive Plan policies:

**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.

A detailed analysis of the maximum development potential as set forth in the future land use staff report (FLU-23-001) shows that the City has the necessary capacity and impact fees in place to accommodate the maximum development potential of the proposed annexation.

## STAFF RECOMMENDATION

Staff recommends approval of the AX-22-002

### **RECOMMENDED MOTIONS:**

Motion to recommend to City Council approval of Ordinance O-01-2023, to approve the voluntary annexation of 3.44 acres located on CR 209 (a portion of parcel #016499-007-00).