

# CITY OF GREEN COVE SPRINGS PLANNING & ZONING BOARD MEETING

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA  
TUESDAY, FEBRUARY 25, 2025 – 5:00 PM



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## MINUTES

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

### ROLL CALL

Board members present: Board Member Justin Hall, Board Member Phil Vetter, Vice Chairman Joshua Hobbs, Chairman Josh Danley

Board members absent: Board Member Henrietta Francis

Staff present: Lyndie Knowles, Development Services Representative, Gabriel Barro, Planner 1, Michael Daniels, Development Services Director, Mike Null, Assistant City Manager, Steve Kennedy, City Manager

### APPROVAL OF MINUTES

1. Approval of the Meeting Minutes of the January 25, 2025 Meeting

**Motion was made to approve the minutes of the January 25, 2025 meeting.**

Motion made by Board Member Hall, Seconded by Vice Chairman Hobbs.

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

*Motion passed.*

### PUBLIC HEARINGS

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

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

**Item #2 was withdrawn by the applicant prior to the start of the meeting.**

3. Modification of Special Exception Application for Alcohol Sales at 618 N Orange Avenue for Sunrise to Sunset

Gabriel Barro, Planner 1, presented the application for modification of the Special Exception for Alcohol Sales at 618 N Orange Avenue for Sunrise to Sunset. Sunrise to Sunset is asking to be allowed to serve alcohol at their outside seating for which they were approved in December of 2024. Their Special Exception to serve alcohol was previously approved with the condition that all alcohol sales would contained to inside the building.

Chairman Danley opened the public hearing and with no public coming forward, he closed the public hearing.

Board discussion followed.

**Motion was made to approve the modification of special exception subject to the following conditions:**

**the following conditions:**

**1. Shall secure amended state alcohol license within 30 days of Special Exception approval and shall not serve outside until the state license is issued.**

**2. Alcoholic beverage consumption shall be limited to the inside of the restaurant and outdoor seating areas only.**

Motion made by Vice Chairman Hobbs, Seconded by Board Member Vetter.

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

*Motion passed*

4. Ordinance O-03-2025 amending the future land use for parcel 017678-000-00 located on N Pine Ave.

Future Land Use Amendment

From: Neighborhood

To: Public

Gabriel Barro, Planner 1 presented both items 4 and 5 regarding Ordinance O-03-2025 amending the future land use from Neighborhood to Public and Ordinance O-04-2025 rezoning from Residential Professional Office to Institutional for parcel 017678-000-00 located on N Pine Avenue. The applicant intends to use this parcel as an extension of their existing parking lot.

Chairman Danley opened the public hearing and with no public coming forward, he closed the public hearing.

Board discussion followed.

**Motion was made to recommend to City Council the approval of Ordinance O-03-2025 amending the future land use for parcel 017678-000-00 located on N Pine Avenue from Neighborhood to Public.**

Motion made by Board Member Hall, Seconded by Vice Chairman Hobbs.

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

*Motion passed*

5. Ordinance O-04-2025 amending the zoning for parcel 017678-000-00 located on N Pine Ave.

Zoning Amendment

From: Residential Professional Office

(RPO) To: Institutional (INS)

The presentation for this item was provided with the previous item.

Chairman Danley opened the public hearing and with no public coming forward, he closed the public hearing.

Board discussion followed.

**Motion was made to recommend to City Council the approval of Ordinance O-04-2025 amending the zoning for parcel 017678-000-00 located on N Pine Avenue from Residential Professional Office to Institutional.**

Motion made by Board Member Hall, Seconded by Vice Chairman Hobbs.

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

*Motion passed*

## **BOARD BUSINESS**

Michael Daniels, Development Services Director, gave an update on the comprehensive plan. This must be evaluated every 7 years. It was updated in 2022 so the City doesn't anticipate any major changes. In 2023, the legislature changes the planning period requirements to 10/20 years. Mr. Daniels is working on clarification and will report back if changes need to be made.

He also gave information on approved, in progress and upcoming site plans including the Knight Center, Northeast Florida Pool Services, and the Preserve and provided a brief update on the progress of the Rookery development.

There will also be a review of an affordable housing ordinance presented soon that would give some incentives to those whose development would be considered affordable housing.

Vice Chairman Hobbs asked about the proposed development surround the Gustafson house. Mr. Daniels let the board know that the plans have been submitted for the Walnut Plaza, comments have been sent to the applicant and the City is waiting on resubmittal. Mr. Daniels also mentioned a few multi-family projects.

Vice Chairman Hobbs also asked about the planned unit development at SR16 and US 17. The applicant has mentioned to Council that he would like to get access to Hall Park Road and he currently exploring those options.

## **ADJOURNMENT**

Chairman Danley adjourned the meeting at 5:25pm.

**NEXT MEETING:** Tuesday, March 25, 2025 at 5:00pm

CITY OF GREEN COVE SPRINGS, FLORIDA

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Joshua Danley, Chairman

Attest:

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Lyndie Knowles, Development Services Rep.