



Planning & Zoning

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

APPLICATION DEFICIENCY NOTICE

DATE: June 03, 2025

APPLICATION REFERENCE: Janis Fleet, FLUL-25-001 - COOKS Ln

Dear Applicant:

The items you submitted for the above-referenced permit have been reviewed by the City representatives responsible for approving different aspects of your application. Attached to this notice is a list of comments in response to the materials submitted.

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

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

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

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must be received by our Department within 180 days of the date noted on this letter to avoid this application being withdrawn from consideration. Withdrawn application must be resubmitted as new applications requiring repayment of all applicable fees and processing requirements.

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

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ENGINEERING DIVISION COMMENTS - contact Jason Laurenza (JLAURENZA@greencovesprings.com)

1. Record easement for existing water main across property. Legal description and drawing attached.

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

1. see comments below regarding text amendment:

Policy 1.8.2: Future Land Use Map (FLUM) Amendment adopted by Ordinance Number O-xx-2025 on xxxx, xx, 2025 changes the future land use on the amendment area from Mixed Use to Industrial. Development shall meet the requirements of all applicable goals, objectives and policies of the Comprehensive Plan; however, the land use and development potential made available by the FLUM Amendment Ordinance O- 01-2024 is hereby limited based on the following:

1. A 20 Tree preservation/landscape buffer shall be provided along Green Cove Avenue. The tree preservation/landscape buffer shall be a combination of preservation of existing tree preservation and landscape planting sufficient to screen the proposed development activity from public view along Green Cove Avenue. The tree preservation /landscape buffer shall be approved as part of the site development plan for the development.
2. A 25 landscape buffer / tree preservation buffer shall be provided along the western boundary of the site adjacent to the residentially zoned properties.
3. Access for this parcel shall be only on Energy Cove Court with access being provided through parcel RE# 016562-002-00. Any development on both parcels will have cross access easements and such easements shall be recorded in the Official Records of the Clay County Clerks Office prior to adoption of the Future Land Use map and text amendments.
4. Record easement for existing water main across property prior to adoption of the Future Land Use Map and text amendments.
5. Construction access shall be limited to Energy Cove Court.
6. Provide sketch plan showing building, parking, drainage and access layout of the proposed development.