



## Planning & Zoning

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

### APPLICATION DEFICIENCY NOTICE

**DATE:** June 03, 2025

**APPLICATION REFERENCE:** Cypress Management and Design, SPL-25-005 - 965 LEONARD C TAYLOR PKY

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must be received by our Department within 180 days of the date noted on this letter to avoid this application being withdrawn from consideration. Withdrawn application must be resubmitted as new applications requiring repayment of all applicable fees and processing requirements.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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**WATER/WASTEWATER ENGINEERING DIVISION COMMENTS** - contact Jason Laurenza (JLAURENZA@greencovesprings.com)

1. All submittal sheets need to have enough resolution for text to be legible
2. Survey may be needed of all property in which proposed construction will occur, not just a descriptive map of one portion of one property
3. Illustrate proposed ingress/egress easement across City property as applicable
4. Identify party to whom proposed easements shown will be granted
5. Clarify ownership of railroad ROW and any logistical or other stakeholder consideration required for crossing railroad with utilities and/or culverts

**WATER/WASTEWATER COMMENTS** - contact Scott Schultz (sschultz@greencovesprings.com)

1. The Clay County Property Appraisers office indicates the RR track is owned by the city. Actual ownership needs to be determined.
2. Location of water meter(s) need to be shown. Meters need to be placed in the 10' exclusive utility easement that needs to be added.
3. The 50' easement is noted as a utility easement on one sheet and an Ingress/Egress easement on another sheet.
4. The city does not need a 5" easement for the 2" sewer force main. The force main and pump station are privately owned and can be installed on the subject / adjoining parcel.
5. There needs to be a 30' Exclusive utility easement across the entire northerly boundary of the parcel fronting on SR 16 from US17 to the end of the property line. There are existing easements in portions of this boundary. Some portions are 30' wide. Some portions are 20' wide. Some portions have no easement.
6. There needs to be a minimum 10' Exclusive utility easement along the easterly boundary of the entire property from SR16 to the RR tracks for the water main. If other city utilities need to utilize easement it will need to be wider.

**ELECTRIC DIVISION COMMENTS** - contact Steven Tye (stye@greencovesprings.com)

1. No Electric info provided. We will serve this area.

**STORMWATER CONSULTANT COMMENTS** - contact Charles Sohm (planning@greencovesprings.com)

1. Demonstrate how values from pond performance calculations were derived including:
  - a. soil conductivity values of 4 ft/day
  - b. Fx of 1.4 for both ponds 1 and 2
  - c. water table and impervious layer elevations
2. Hydrocad outlet control structure data for SWF 1 does not match plan details on Sheet 17 for weir length, elevation
3. Sheet 17 outlet control structure shows orifice in detail but not in table or calculations
4. Hydrocad modeled outlet device (ST-B1) for SWF-2 not shown in plans or details.

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

1. Provide a signed and sealed boundary survey.
2. A traffic study and subsequent development agreement shall be provided prior to permit issuance.
3. Delineate aggregate stockpile areas, total area cannot exceed 12 acres.
4. Stockpiles and equipment cannot exceed 28 in height. The submitted conveyor hopper is showing a height of 87, this does not meet the PUD requirements.
5. Aggregate stockpiles cannot be within 1,000 feet of SR 16/US 17, The aggregate areas shown on the plan need to be relocated to meet this requirement.
6. 12' wall shall be a minimum of 1 per 1 dbh away from preserved trees on west side of site.
7. Provide hours of operation on plan.
8. Provide the equipment layout on the site plan.
9. Provide dust control measures that shall be taken to ensure dust does not encroach beyond the limits of the facility.
10. Provide vehicle traffic patterns for both trucks and vehicles entering and existing the site.
11. Provide the square footage of the building
12. Provide a parking calculation based of office square footage (1/250 square feet) and industrial for storage (1/5,000 square feet) plus handicapped spaces.
13. Provide a landscape / tree preservation plan in a pdf format, current format is very difficult to read, in order to verify tree mitigation /credit calculation.
14. Provide an inset for a landscape plan for the parking area for the building. Landscape islands shall be a minimum of 200 in area and a minimum of 10% of the parking area shall be landscaped.
15. Provide perimeter landscaping along east side of property: 1 canopy/large tree a minimum of 4 dbh on 50 centers.
16. Plans show ingress/egress point tying into a City owned driveway. If this driveway is to be used, a development agreement will need to be reached with the city to develop the driveway into a road.