



## GATEWAY CORRIDOR AND CENTRAL BUSINESS DISTRICT

### MATCHING GRANT PROGRAM GUIDELINES

The City of Green Cove Springs has created a Gateway Corridor/Central Business District Matching Grant Program to assist owners of properties within the Gateway Corridor and the Central Business District in upgrading their properties to bring them into compliance with current codes. Eligible projects in the boundaries of the Gateway Corridor or the Central Business District may receive grant awards up to 50% of the total project cost as a reimbursement for expenditures. The maximum grant allowed is based on the project type. The following are the maximum grant amounts per project type:

- Landscaping - \$ 2,500
- Lighting - \$2,500
- Ground Signs - \$5,000
- Facades /Building Improvements/Building Sign- \$5,000
- Dumpster relocation and enclosure - \$500

Only one project type per parcel, as defined by the Clay County Property Appraiser's Records, may be submitted. The City of Green Cove Springs Development Services Department shall manage the grant with oversight and final approval by the Green Cove Springs City Council. All completed applications shall be forwarded to the Site Development Review Team (SDRT) for review and recommendations. The SDRT will assign points to each project based on established program priorities set by the City Council. SDRT's recommendations will be forwarded to the City Council for final approval.

Applications may be submitted throughout the year and will be approved based on availability of funds. Once funds have been approved by the City Council, the applicant shall have 90 days to complete the project and request reimbursement. Grant funds would be reimbursed upon completion of the awarded project. If the project is not completed in 90 day, it is subject to loss of the funding. Request for extensions may be requested and are subject to City Council approval. All projects must be completed funds expended by the end of the fiscal year, September 30, 2024. Any expenditure made after September 30, 2024, will not be reimbursed.

#### TYPES OF ELIGIBLE PROJECTS

- Exterior building renovation which improves the appearance of the facility
- Pressure washing and/or repainting of the exterior of buildings/Improvements
- Installation of landscape buffers where none exist
- Installation of tree island or landscape islands in older non-conforming parking lots
- Replacement of non-conforming signs with monument signs
- Installation or rehabilitation of doors or windows ADA Complaint ramps installed at front and back doors

Site Development Plan application and Building Permit fees shall count towards project match. Landscaping and irrigation projects are eligible for funding by the grant program. Once a project is funded, it is the responsibility of the property owner to maintain the improvements.

General building or facility maintenance is not eligible for funding under the pilot program.

Properties that have Code Enforcement violations are not eligible for funding.





# City of Green Cove Springs

## GATEWAY CORRIDOR AND CENTRAL BUSINESS DISTRICT MATCHING GRANT PROGRAM APPLICATION

1. Project: 407 WALNUT STREET IMPROVEMENTS , PAINT AND SIGN
2. Applicant Name: DANIEL HUTTO
3. Owner Name: DOUGLAS BURNETTE
4. Applicant Address: 363 YEARLING BLVD. SAINT JOHNS, FL. 32259
5. Property Address: 407 WALNUT STREET, GREEN COVE SPRINGS, FL. 32043  
(CENTRAL BUSINES DISCTRICT)
6. Applicant Phone: ( 904 ) 887-6470 Fax: (      ) Email: dwellness46@gmail.com
7. Local Contact Person: DANIEL HUTTO
8. Local Contact Phone: ( 904 ) 887-6468 Fax: (      ) Email: dhuttobart315@gmail.com
9. Estimated Cost of Project: \$4,798.71 paid after permitting Amount Requested: \$2399.35  
*(Exterior Paint \$ 1,954.19 - Whitewash Brick \$395.00 - Street Sign \$2,449.52 = \$4,798.71 x 50% = \$2399.35)*

Total x 1.2 = potential maximum grant

Attach detailed outline of the proposed work, including:

- Photographs of the existing conditions *Please See proposals and permits Attached to this e-mail*
- Detailed drawings showing proposed improvements
- Project budgets

I understand that in order for my request for funding to be approved, I must agree to follow the recommendation of the City Council and comply with the following:

1. Submit an application for site plan approval, if none exists or the site plan must be modified. The site plan application fee shall count towards applicant's project match.
2. Obtain all required permits before beginning any work. No reimbursements shall be made without proper permits obtained before work has commenced.
3. Project work shall be completed within 90 days after application is approved by the City Council.
4. Monies are for improvements only and will be reimbursed upon completion of the work.

**All attachments are required for a complete application.**

The exterior projects listed above were completed within 90 days of permitting. The interior which is not reimbursed required more time.

I certify and acknowledge that the information contained herein is true and correct to the best of my/our knowledge.

Signature of Applicant

**DANIEL HUTTO, LEASE HOLDER**

Typed or printed name and title of applicant



Applications

BLD-23-0737  
Sign  
Closed

Sign



Exterior Wall Sign - Non-Illuminated  
REFERENCE-23-0695  
BLD-23-0737 Closed

Current Fees  
**\$0.00**  
Additional fees may be required

Permit Inspections

There is 1 required inspection for this permit

Inspection

Sign Final

Date	Status
12/18/2023	Passed

Project Information

< 90 DAYS



Location

407 WALNUT St Parcel  
Green Cove Springs, FL 32043 017235-001-00

Created	10/10/2023
Submitted	10/10/2023
Approved	10/23/2023
Issued	10/23/2023

Closed 4/22/2024

Application Expire 6/15/2024

**THIS INFORMATION CAN BE FOUND UNDER THE GREEN COVE SPRINGS PARCEL SEARCH**

**EXTERIOR PAINT RECEIPT**

**TOP**



Faircloth Painting Company, LLC  
410-10 Blanding Blvd #121  
Orange Park, FL 32073  
(904) 312-9298

**Date:** 9/3/23

**Invoice #** 23020

**Bill To:**  
Mr. Hutto  
(904) 887-6470  
hggc@icloud.com

**For:**  
Job # 230613  
Hutto Storefront  
407 Walnut St.  
Green Cove Springs, FL 32043

**Details:**  
Pressured washed & prep'd front & back of building walls. Applied two applications of finish on body on the front and back of storefront. Applied two applications of finish on front and back doors/door trim. Applied three application of finish on front of building trim.

**Notes:** I had to buy an extra gallon of SW 7757 to cover the front trim. Cost was \$77.87.

**Amount:** \$1,876.32

**Subtotal:** \$1,876.32  
**Sherwin Williams:** \$77.87

**Total:** \$1,954.19

Make all checks payable to Faircloth Painting Company, LLC  
If you have any questions concerning this invoice, please contact:  
Frank Faircloth  
(904) 312-9298  
ffaircloth@fpc18.com

**THANK YOU FOR YOUR BUSINESS!**

**Signature:** F.D. Faircloth

**Date:** 9/3/23

SEP 11 2023 Draft 149 Tracer 24411469 - 00000000149

Details

Statement Description:  
Draft 149 Tracer 24411469  
Date: 9/11/2023  
Type: Debit - Check 00000000149

- \$1,954.19

MUTO WELLNESS INC  
DAA SHINING LIFE LASER AND WELLNESS CENTER  
363 YEARLING BLVD  
ST JOHNS, FL 32260

149  
9/9/23

Pay to the Order Fairclish Painting Company, LLC | \$1954.19  
one thousand nine hundred fifty four and 19/100ths

COMMUNITY FIRST

For Job # 230613 — Jay Yule

⑆ 263078934⑆ 19000016893035⑆ 0149

BOTTOM  
EXTERIOR PAINT RECEIPT

Dear Valued Customer,

I would like to thank you personally for your consideration in hiring Faircloth Painting Company, LLC for your painting needs.

We are a small family-owned company from the Orange Park area and proudly serve Clay County as well as all the surrounding counties. We take great pride in our skills and trade. I will personally guarantee a professional paint job of the highest quality for your project.

This email contains an attached file with our company license and liability insurance along with some references for your review.

I look forward to doing business with you.

Best regards,

Frank Faircloth

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## Faircloth Painting Company, LLC

"Our goal is to provide the highest quality of painting  
with 100% customer satisfaction."

Exterior Proposal  
Job # 230613  
Date: 6/17/23  
Start Date: TBD  
End Date: TBD

---

### Prepared For:

Mr. Hutto  
(904) 887-6470  
[hgggc@icloud.com](mailto:hgggc@icloud.com)

### Job Name:

Hutto Storefront  
407 Walnut St.  
Green Cove Springs, FL 32043

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### Prepared By:

Faircloth Painting Company, LLC  
Frank Faircloth  
(904) 312-9298  
[ffaircloth@fpc18.com](mailto:ffaircloth@fpc18.com)  
410-10 Blanding Blvd #121  
Orange Park, FL 32073  
License # L18000158072

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## Project Summary:

### Included in price below:

#### FPC will:

- Cover and protect sidewalks, patio, fixtures and furniture.
- Fill small holes and cracks in walls.
- Re-caulk previous failed caulked areas.
- Apply one coat of paint on selected areas.
- Apply two coats of paint onto selected areas.

#### Selected Areas:

- **One Coat Selected Areas:**  
FPC will spot prime caulked or patched areas as needed.
- **Two Coat Selected Area:**  
FPC will apply two applications of SW Exterior Gloss on Storefront.
- **Colors Determined by Customer:** TBD  
Sherwin Williams Duration Exterior Acrylic Latex Gloss

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## Set Up:

### Customer To:

- Allow clear access to work areas.
- Remove all patio furniture from walls.
- Remove small and fragile objects.

### FPC Will:

- Maintain a clean work area.
- Cover and protect sidewalk, brick and glass.
- Keep customer up to date on progress of job.
- Store material/equipment in designated area chosen by customer.

### Exclusions:

- Mason repair.
- Brick will not be painted at this time.
- Any items not included in selected areas.

**Notes:**

- Colors are chosen by owner, due to shortage of products FPC would need at least one week notice of colors before job starts to assure products would be available on time.
- Any color change during painting process would be subjected to additional charges at owner's expense.
- FPC use Sherwin Williams products and prices for sundries/materials are based on FPC's cost at Sherwin Williams. We will use other suppliers, but the difference in pricing will reflect on final invoice.

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**Price Summary:**

- **Labor Cost:** Labor cost is for front and back of building.  
Pressure wash, prep, spot prime and apply two coats of finish on walls, trim, doors and soffits. \$1,427.00
- **Sundries:** Rags, tape, roller naps, etc. \$61.77
- **Materials:** 5gls of Duration Exterior Acrylic Latex Gloss. \$387.55

Total: The painter needed extra paint so the final total was \$1,954.19 \$1,876.32

\*\*\*See attached receipts.

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**Payment(s):**

FPC accepts check, credit card, PayPal payments. **No Cash.**  
Customer will be responsible for all associated fee's when using any online or mobile payment service.  
FPC only asked for the cost of material up front. The remaining payment would be due after job is completed.

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**Acceptance of Proposal:**

Respectfully Submitted By:

Accepted By:

Print: Frank Faircloth

Print: \_\_\_\_\_

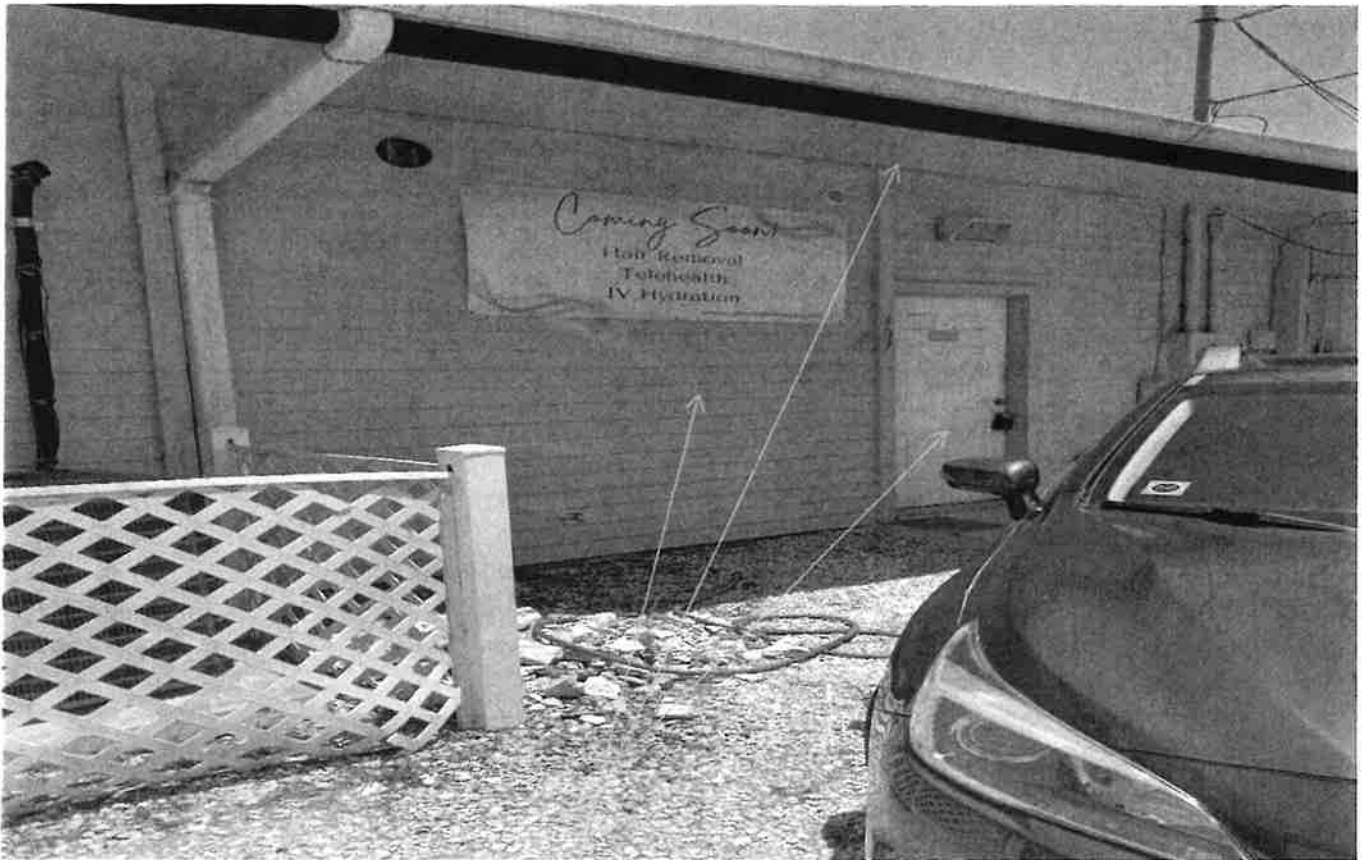
Signature: F.D.Faircloth

Signature: \_\_\_\_\_

Date: 6/17/23

Date: \_\_\_\_\_





Pressure wash, prep, and apply two application of finish on soffits, walls and door.



Pressure wash, prep and apply two applications of finish on walls, trim and door.

**ALL RECEIPTS ARE INCLUDED IN THIS PDF DOCUMENT ;  
EXTERIOR SIGN, WHITEWASH BRICK, & EXTERIOR PAINT**

**EXTERIOR SIGN RECEIPTS**

Custom Graphics & Sign Designs, Inc.  
99 Industrial Loop N. Orange Park, FL 32073  
signs@cgsigns.net  
(904) 264-7667  
EIN #: 59-2917910

**TOP**



License #: CGCA08677  
Tax ID: 20-8012335845-1  
www.cgsigns.net

**Invoice 117227**

**Exterior Wall Sign**

SALES REP INFO  
Jamie Thole  
Chief Creative Officer  
jamie@cgsigns.net  
(904) 269-0533

INVOICE DATE  
12/07/2023  
INV.DUE DATE  
12/08/2023

TERMS  
Due on receipt

ORDERED BY  
Shining Life  
407 Walnut Street  
Green Cove Springs, FL 32043

INSTALL ADDRESS  
407 Walnut Street  
Green Cove Springs, FL 32043

CONTACT INFO  
Amy Hutto  
dwellness46@gmail.com  
(904) 540-0892

#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)	TAXABLE
1	<b>ACM Pan Sign</b> 3mm ACM Panel with folded edges mounted to an aluminum frame. Provides a cleaner installation with no exposed hardware.	1	Each	\$1,978.62	\$1,978.62	Y

3/8" Thick Acrylic Dimensional Letters applied to the Face of the ACM Panel Sign.

**\*\*FINAL PRICE PENDING SIGN DESIGN**  
Height: 32 Inches  
Length: 108 Inches  
Installation Hours: 2.5  
EcoSolvent-Standard  
Laser Cut Acrylic Letters  
Avery® DOL 1360 Gloss Overamine  
Avery® MPI 1105 Wrap Film  
2 Men - Service Truck

2	<b>Permits</b> engineering fee	1	Each	\$300.00	\$300.00	Y
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#	PAID ON	METHOD	AMOUNT
1	06/28/2023	VISA: -XXXX-6012 Auth: sq-1-XcRnbXs9YoaDoHSN1d3cs6eVpmhimFJU1Vbs0c0GMNTlyKWgOlpwa1VWVPgPX4imhA	\$215.00
2	10/27/2023	VISA: -XXXX-6020 Auth: sq-1-RBakAf5dDuR52QswT8EOHWMotpt02AqTm1yy2Z6bZcGzllj1TzlkZtlK3JtQaEUrOw	\$1,347.24

Final payment is due when invoices are received unless credit terms have been extended to include NET 30. If payments for past orders are not received within 60 days, we reserve the right to cancel future orders.  
Past Due Invoices are subject to a Late Payment Fee of \$100.00 for each month past due, and (or) an 18% Finance Charge of the outstanding balance due each month. All materials remain the property of Custom Graphics & Sign Designs, Inc. until paid for in full.

**Subtotal: \$2,278.62**  
**Sales Tax (7.5%): \$170.90**  
**Total: \$2,449.52**

**Total Paid: \$1,562.24**  
**Balance Due: \$887.28**

SIGNATURE:

DATE:

# CLASSIC BUSINESS CHECKING -S90

Last Updated: March 26, 2024 9:37 PM

**\$1,944.18**      **\$1,555.06**  
Current Balance    Available Balance

Transactions    Details & Settings

Q custom

Date	Description	Amount
DEC 10 2023	SQ *CUSTOM GRAPHICS & gosq.com FL Date 12/08/6 8 7392 Card 6020Merchant Category Code: 7392/Withdrawal	- \$887.28
OCT 27 2023	SQ *CUSTOM GRAPHICS & gosq.com FL Date 10/27/5 8 7392 Card 6020Merchant Category Code: 7392/Withdrawal	- \$1,347.24
JUN 29 2023	SQ *CUSTOM GRAPHICS & gosq.com FL Date 06/29/4 4 7392 Card 6012Merchant Category Code: 7392/Withdrawal	- \$215.00
<b>Page totals:</b> Credits: [0] \$0.00		<b>Debits: [3] - \$2,449.52</b>

**TOTAL PAID FOR  
EXTERIOR SIGN INSTALLATION**

Custom Graphics & Sign Designs, Inc.

# Payment Receipt



## Invoice #117227 - Shining Life

Issued on

Paid On	06/28/2023
Payment Method	VISA
<b>Amount Paid</b>	<b>\$215.00</b>

## Invoice #117227 - Shining Life

Issued on

Paid On	10/27/2023
Payment Method	VISA
<b>Amount Paid</b>	<b>\$1,347.24</b>

## Invoice #117227 - Shining Life

Issued on

Paid On	12/08/2023
Payment Method	VISA
<b>Amount Paid</b>	<b>\$887.28</b>

## Related Transactions

### Invoice #117227 - Shining Life

Issued on 12/07/2023

## Custom Graphics & Sign Designs, Inc.

99 Industrial Loop N.  
Orange Park, FL 32073  
United States

signs@cgsigns.net  
(904) 264-7667  
www.cgsigns.net



BOTTOM  
EXTERIOR SIGN RECEIPTS

107001 A VI S1-E1

S1

Shining Life  
407 Walnut Street  
Green Cove Springs, FL 32043

Shining Life  
407 Walnut Street  
Green Cove Springs, FL 32043

APPROVED FOR INSTALLATION  
DATE

AUTHORIZED SIGNATURE

APPROVED AS SHOWN  
REVISION REQUESTED

REV	DATE	BY	DESCRIPTION
A.1			
A.2			
A.3			
A.4			
A.5			
A.6			

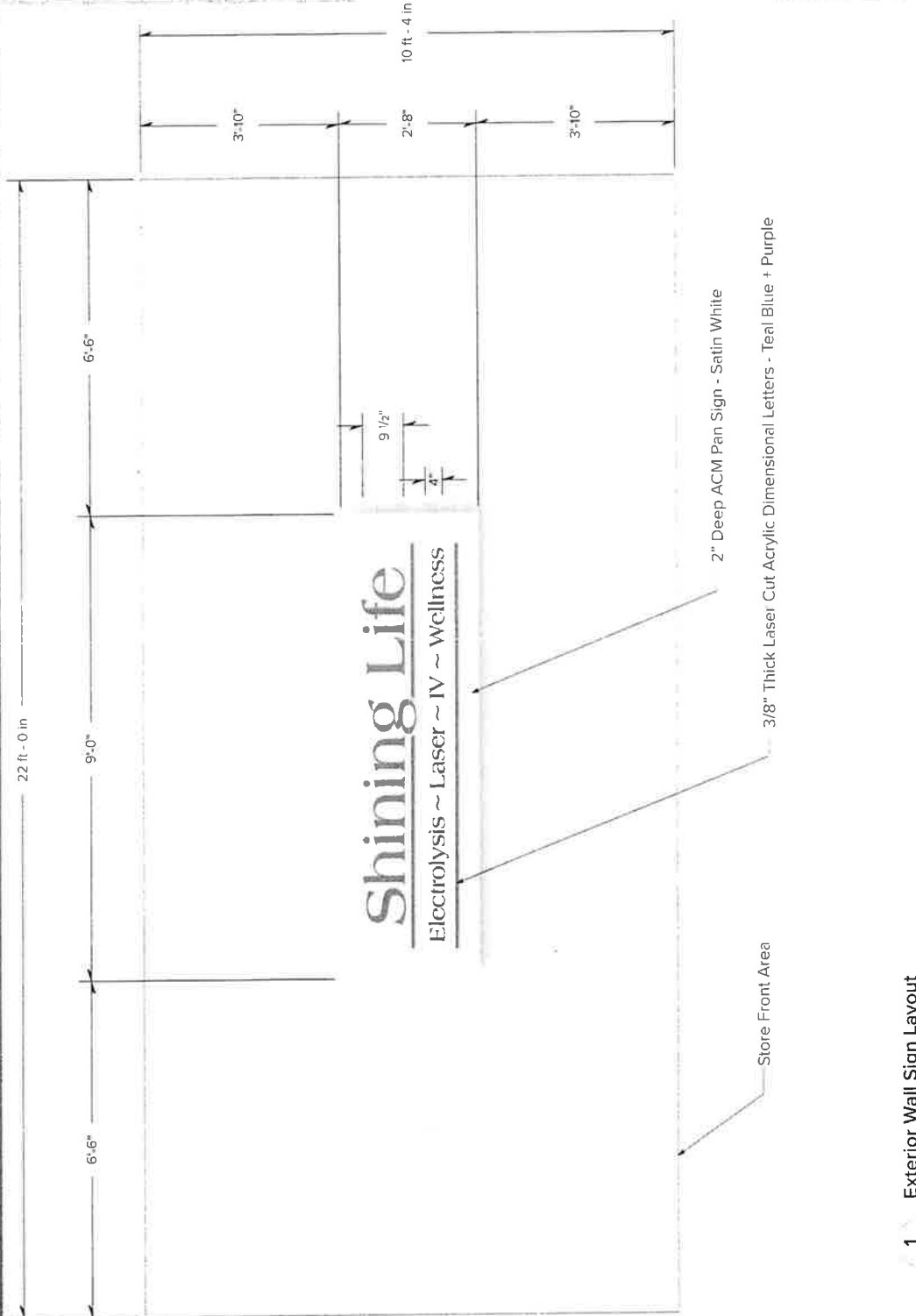
DATE  
TIME  
JOB #

Client Name

CGCA08677



CGSIGNS.NET  
904.264.7667



1 Exterior Wall Sign Layout  
S1 SCALE: 1/2" = 1'

107001 A V1 S1-E1

S2

Shining Life  
407 Walnut Street  
Green Cove Springs, FL 32043

Shining Life  
407 Walnut Street  
Green Cove Springs, FL 32043

AUTHORIZED SIGNATURE  
APPROVED AND DRAWN  
REVISIONS REQUESTED

A.1 DATE  
A.2  
A.3  
A.4  
A.5  
A.6

DATE  
BY  
FOR

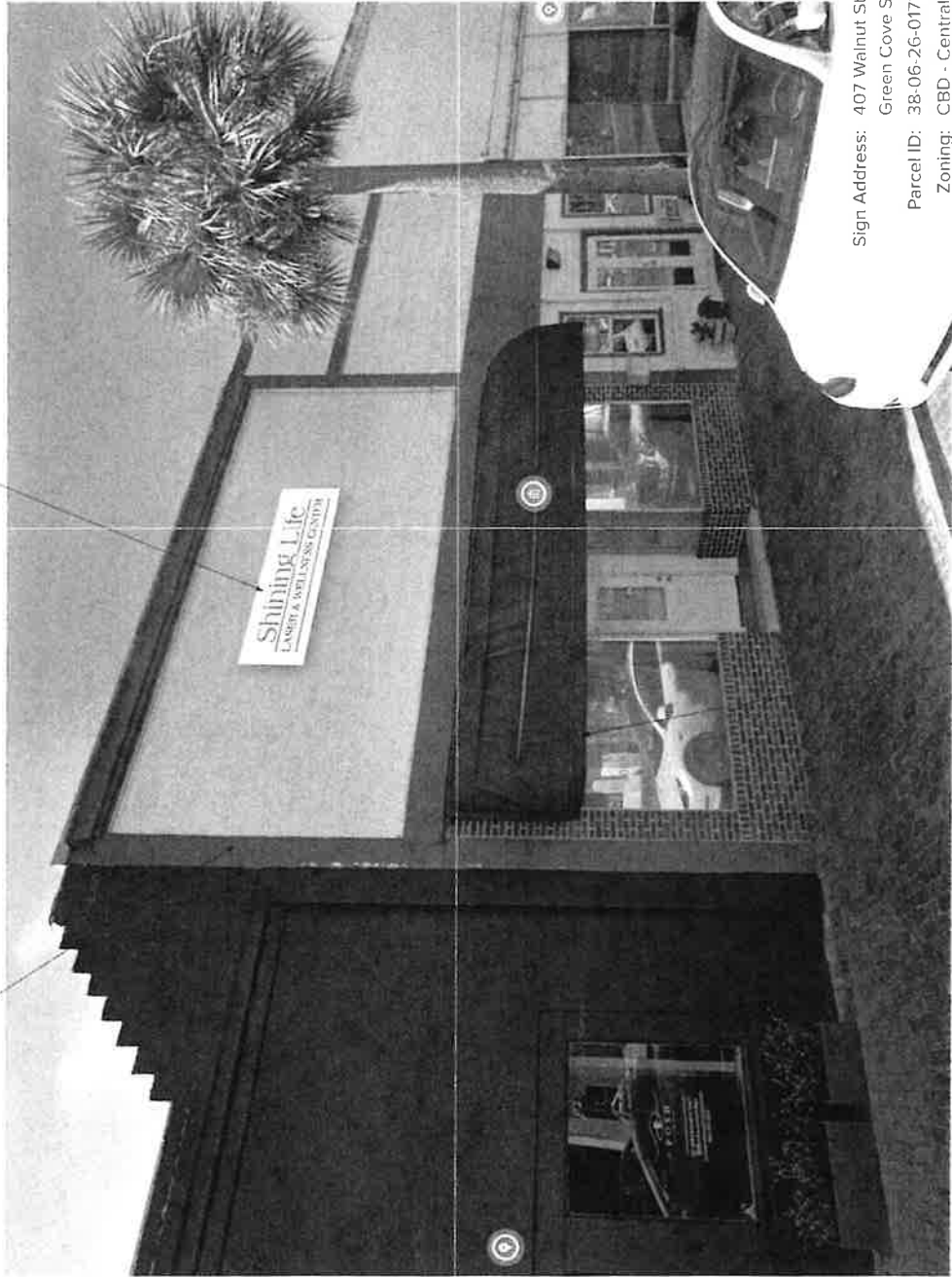
Shining Life  
407 Walnut Street  
Green Cove Springs, FL 32043

CGCA08677

Custom Graphics  
& SIGN DESIGN INC.

CGSIGNS.NET  
904.264.7667

Updated Paint Scheme - By Others  
Not Shown



Sign Address: 407 Walnut Street  
Green Cove Springs, FL 32043  
Parcel ID: 38-06-26-017235-001-00  
Zoning: CBD - Central Business  
Proposed Sign: 24 Sq Ft

New Awning - By Others  
Not Shown

1 Exterior Rendering  
SCALE: N.T.S.



107001 A V1 S1-E1

S3

Shining Life  
407 Walnut Street  
Green Cove Springs, FL 32043

Shining Life  
407 Walnut Street  
Green Cove Springs, FL 32043

MANAGEMENT OF SIGNAGE PERMITS AND INSTALLATION

AUTHORIZED SIGNATURE

APPROVED AS SHOWN  
REVISION REQUIRED

DATE  
A.1  
A.2  
A.3  
A.4  
A.5  
A.6

DATE  
DATE  
REP  
JOB #

Shining Trade permit required



CGCA08677

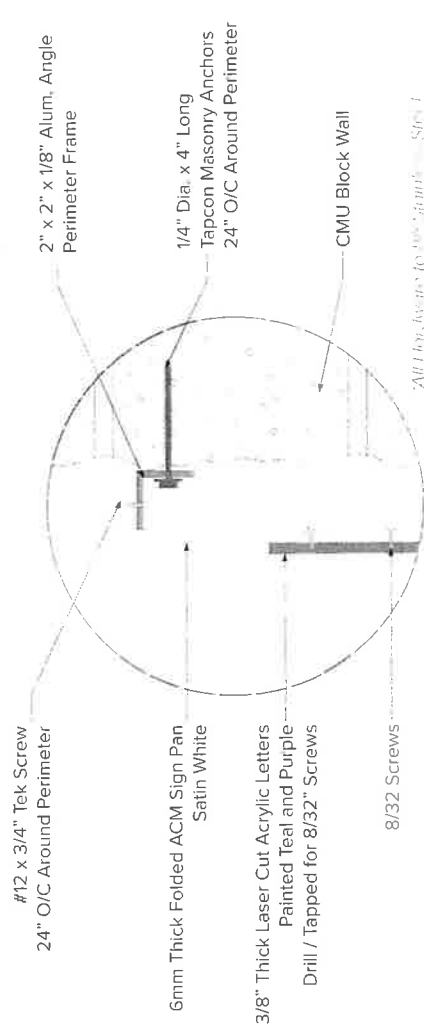
Custom Graphics  
& SIGN DESIGN, INC.

CGSIGNS.NET  
904.264.7667



1 Sign Layout  
S3 SCALE: 1" = 1'

2 Sign Section Detail  
S3 SCALE: 1" = 1'



A Enlarged Detail  
S3 SCALE: 3" = 1'

107001 A V1 S1-E1

S4

Shining Life  
407 Walnut Street  
Green Cove Springs, FL 32043

Shining Life  
407 Walnut Street  
Green Cove Springs, FL 32043

AUTHORIZED SIGNATURE

APPROVED AS SHOWN  
REVISIONS REQUESTED

ALL DATE  
A 2  
A 3  
A 4  
A 5  
A 6

DATE  
BY  
REVISION  
BY  
DATE  
BY  
DATE  
BY

Shining Life



CGCA08677

Custom Graphics  
& SIGN DESIGNS INC.

CGSIGNS.NET

904.264.7667

"Shining Life"  
24 Square Feet - Exterior Wall Sign



Sign Address: 407 Walnut Street  
Green Cove Springs, FL 32043  
Parcel ID: 38-06-26-017235-001-00  
Zoning: CBD - Central Business  
Proposed Sign: 24 Sq Ft

1 Site Map  
S4 SCALE: NTS

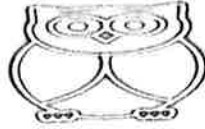
WHITEWASH BRICK RECIEPT

**NightOwl painting LLC.**

TOP

**INVOICE**

2634 fleming street  
jacksonville, fl 32204  
(904)383-2050



**DATE:**  
**INVOICE #**  
**FOR:**

August 22, 2023  
75  
Mr. Hutto 407 walnut  
st, green cove springs, fl

**Bill:**  
Mr. Hutto  
Office Building  
407 walnut st.  
green cove springs, fl 32043  
(904) 887-6470

DESCRIPTION	HOURS	RATE	AMOUNT
white washed brick in front of his office			\$350.00
1 gallon of paint			\$45.00
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
please pay amount when job is completed			\$ -
			\$ -

*pd. = check # 144*

SUBTOTAL	\$ 395.00
TAX RATE	
SALES TAX	\$ -
OTHER	
<b>TOTAL</b>	<b>\$ 395.00</b>

Make all checks payable to NightOwl painting LLC.  
Total due in 15 days. Overdue accounts subject to a service charge of 1% per month.

**THANK YOU FOR YOUR BUSINESS!**

Email :pizzaman8691@gmail.com

Details

Statement Description:  
Draft 144 Tracer 23000041

Date:  
8/28/2023

Type:  
Debit - Check 0000000144

HUTTO WELLNESS INC  
DGA SHINING LASER AND WELLNESS CENTER  
580 YEARMAN BLVD  
ST JOHNS, FL 32259

144  
037623230

Pay to the Order of First Night Diving, LLC. Date 8/26/23  
Four hundred dollars 1000 Dollars

COMMUNITY FIRST

For Diving by WAB

⑆ 253078934⑆ 19000014893035⑆ 0144

TOTAL COST \$395  
WE GAVE HIM A \$5 TIP  
THIS IS WHY THE CHECK IS FOR \$400

BOTTOM  
WHITWASH BRICK RECEIPT