

# CITY OF GREEN COVE SPRINGS PLANNING & ZONING BOARD MEETING

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA  
TUESDAY, OCTOBER 27, 2020 – 5:00 PM



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## MINUTES

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### ROLL CALL

#### PRESENT

Chairman Henrietta Francis  
Vice Chair Gary Luke  
Board Member Brian Cook  
Board Member Justin Hall  
Board Member Richard Hobbs  
City Manager Steve Kennedy  
City Planner Michael Daniels  
City Attorney Jim Arnold  
Dev. Services Rep. Heather Glisson

### APPROVAL OF MINUTES

1. *Review and approval of the 09-22-2020 Planning & Zoning Board Meeting Minutes*

**Motion** to approve made by Board Member Cook, **Seconded** by Board Member Hall.  
**Voting Yea:** Chairman Francis, Vice Chair Luke, Board Member Cook, Board Member Hall, Board Member Hobbs. Motion Passes 5-0.

### PUBLIC HEARINGS

2. *Review of a Special Exception for a duplex in an R-2 Medium Density Residential Zoning District located at 1096/1098 North Street, 018252-000-00*

Mr. Daniels presented the application and staff recommendation.

Staff recommended approval of the site development plan subject to the following conditions:

1. The building shall be set back a minimum of 25' off of North Street to allow for one vehicular space per unit in front of the proposed garage.
2. All landscaping approved in the original special exception shall be provided.

Chairman Francis opened the public hearing.

Jeff Caudel (343 Holly Knowe Rd, Fleming Island, FL 32003) was present as a representative for the applicant.

Vice Chair Luke requested clarification on the identity of the applicant, Legacy in Action represented by Jeff Caudel, the general contractor. Vice Chair Luke then discussed the

driveway with the applicant, presenting concerns people may park in the grass; the applicant agreed to address the concern.

Chairman Francis requested a motion.

**Motion to approve subject to the following conditions:**

1. An expansion of the paving to the east in front of the proposed duplex to provide each unit with relatively equal parking spaces.
2. The building shall be set back a minimum of 25' from North Street to allow for vehicular parking spaces in front of the garage (minimum of one per unit).
3. All design and building materials shall be consistent with the submitted building plan.

**Motion** made by Vice Chair Luke, **Seconded** by Board Member Hobbs. Voting Yea: Chairman Francis, Vice Chair Luke, Board Member Cook, Board Member Hall, Board Member Hobbs. Motion passes 5-0.

3. ***Review of Variance for the Master Site Development Plan for the Narducci Storage Office at 409 N Palmetto Avenue, 017639-001-00***

Mr. Daniels requested to present the variance and site plan simultaneously. Upon receiving authorization, Mr. Daniels presented the applications to the board, explaining the reasons for the requested variances.

Mr. Phillips expanded on Mr. Daniels' presentation, explaining why they could not comply with the strict letter of the code. He added that lighting will only be on the front of the building in the form of two wall sconces.

Chairman Francis opened the public hearing.

Jim Bearden, 1934 Colonial Dr, would like to know, as an investor, if the board's intention is to allow these types of variances so more of the properties along Palmetto can be developed.

Mr. Daniels responded that that would be something we wanted to do as a code change, rather than approving multiple variances. City Attorney Arnold mentioned the Board can request Council direct staff to review the area to determine if the code should be changed. Mr. Arnold suggested Mr. Bearden purchase property, contingent on a rezoning or variance.

Chairman Francis closed the public hearing. Ms. Francis asked if any board members had any questions.

Vice Chair Luke asked the purpose of the building. It will be a storage office space, infrequently accessed. He then inquired how the variance for the setback helps the parking. Mr. Phillips explained that setting the building farther back enabled the parking lot to be lengthened to allow three point turns. Vice Chair Luke expressed concern the hardship is not unique to the property.

Mr. Daniels responded he feels a variance is the best path at this time, though it can be looked at more comprehensively during the comprehensive plan review, such as by establishing a

minimum lot width or changing the requirements on where parking may be placed in the zoning district. Mr. Daniels expressed that the hardship is legitimate.

Board Member Cook expressed concern for setting a precedent of negotiating the setbacks. Board Member Hall initially felt allowing this variance didn't make sense, but upon visiting the lot, felt that the hardship was legitimate. Board Member Hobbs added that these lots previously were all residential in construction.

Chairman Francis requested a motion for the variance.

Vice Chair Luke asked who owns the property directly to the north of the proposed site, asking whether the properties could be combined. Mr. Daniels responded that the request is particular to this property, and the board would need to take action on this variance request.

Chairman Francis requested a motion.

**Motion to approve a variance from code section 117-656(1) to allow the placement of parking between Palmetto Avenue and the proposed building and reducing the side yard setback from 10' to 5' at 409 Palmetto Avenue subject to the following condition:**

1. The grading and drainage plan shall be modified to capture the stormwater runoff from parking lot and channel it into the City's stormwater system.

**Motion** made by Board Member Hall. Chairman Francis passed the gavel to Vice Chair Luke. Vice Chair Luke called for a second. Chairman Francis seconded the motion.  
**Voting Yea:** Chairman Francis, Board Member Cook, Board Member Hall, Board Member Hobbs

**Voting Nay:** Vice Chair Luke

Motion passes 4-1.

## **ACTION ITEMS**

4. ***Review of a Master Site Development Plan for the Narducci Storage Office at 409 N Palmetto Avenue, 017639-001-00***

Chairman Francis requested a motion on the site plan.

**Motion to approve the site development plan subject to the following condition:**

1. The grading and drainage plan shall be modified to capture additional stormwater runoff from the parking lot.

**Motion** made by Board Member Hall, Seconded by Board Member Hobbs.  
**Voting Yea:** Chairman Francis, Board Member Hall, Board Member Hobbs  
**Voting Nay:** Vice Chair Luke, Board Member Cook

Motion passed 3-2.

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**BOARD BUSINESS****5. *Comprehensive Plan Update Draft RFP***

Mr. Daniels presented the Comprehensive Plan proposed RFP.

Board Member Cook asked whether the budgeted amount would yield a useable product. Mr. Daniels explained why he felt it would. Board Member Cook and Mr. Daniels discussed potential critical topics / issues which will be addressed through this process.

Mr. Daniels told the Board he had questions regarding the evaluation procedures, and he explained what he proposed there. Board Member Cook would like to see applicants submit strong proposals, indicating why they are the best fit for the city and its values.

Board Member Cook asked if the evaluation criteria would be set in advance of the RFP going out.

**BOARD DISCUSSION / COMMENTS**

Board Member Cook discussed the medical facility proposed for 1050 N Orange Ave and the level of transparency through the entire decisioning process that led to it being allowed. After Board Member Cook mentioned the impact of traffic on the residents, Mr. Daniels discussed the traffic study which would be done as part of the site development plan.

City Manager Kennedy added that this is an early symptom of growth.

**STAFF COMMENTS**

Development Services Representative Glisson discussed the new agenda system and showed the Board new features available in the agenda packet.

Mr. Daniels proposed moving the November meeting to the 17th. The Board agreed.

**ADJOURNMENT**

With no further business before the board, the meeting was adjourned at 6:21PM.

CITY OF GREEN COVE SPRINGS, FLORIDA

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Henrietta Francis, Chairman

Attest:

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Heather Glisson, Dev. Services Rep.