



Planning & Zoning

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

APPLICATION DEFICIENCY NOTICE

DATE: March 24, 2025

APPLICATION REFERENCE: Alex Acree, SPL-25-001 - US HIGHWAY 17

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must be received by our Department within 180 days of the date noted on this letter to avoid this application being withdrawn from consideration. Withdrawn application must be resubmitted as new applications requiring repayment of all applicable fees and processing requirements.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. Show valves in ROW at water and sanitary connection points
2. Clarify water metering configuration

FIRE DEPARTMENT COMMENTS - contact Sandra Boike (sandra.boike@claycountygov.com)

1. Fire#1 Review NFPA 1:18.4.5.3. Fire Flow requirements. Provide adequate fire hydrants as required based on the needed fire flow.
2. Fire#2 Provide Autoturn analysis for fire truck apparatus be sure to include a vehicle clearance envelope and display. NFPA 1141:5.2 and NFPA 1:18. Access required to be provided with no impediment into parking, landscape features or structures. Apparatus Specifications:
Engine 15
Year- 2021
Make- Pierce
Model- Enforcer
Height - 10' 3.75"
Length- 36'5
Width- 9'7 (mirror to mirror),
9' (Engineers step to Officers step)

Ladder
Year- 2017
Make- Pierce
Chassis- Arrow XT
Height- 123
Length- 406
Width 10 (mirror to mirror)
Fire#3 Where multiple means of access are required, they shall be located as remotely from each other as practical and acceptable to the AHJ. NFPA 1141:5.1.4.4
Fire#4 Will there be gates?

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PLANNING DIVISION COMMENTS - contact Gabriel Barro (gbarro@greencovesprings.com)

1. Provide a signed site survey.
2. Building 700, parking lot and all areas within flood zone A shall comply with Section 121 Article III, floodplain management regulations of the City Code.
3. Provide landscape plans showing tree plantings in compliance with section 113 Article VI of the City Land Development Code.
4. Provide an updated trip generation and distribution methodology
5. Provide tree calculations (Sec. 113-274) and tree protection plan (Sec. 113-248).
6. A six-foot chain-link fence is required around the perimeter of the stormwater retention pond (Sec. 113-223).
7. Provide 6' sidewalk along the front of CR 209.
8. Stormwater Management Permit shall be issued prior to property clearing, tree removal ertc.
9. Complete Concurrency Application
10. City Council conditions:
 - a) The applicant shall be required to comply with tree preservations requirements set forth in Sec. 113-279. Due to the proposed amount of onsite development and potential grade changes, an ISA certified arborist or equivalent horticulture professional shall be hired to evaluate trees, ensure adequate root area is provided and grade changes are not altered within critical root area, prescribe treatments to preserve the trees and oversee tree protection during the construction process and ensure compliance set forth in City Code Sec. 113-248.
 - b) Traffic Study pursuant to the requirements set forth in the City's Traffic Impact Analysis Guidelines shall be approved concurrent with the approval of the site development plan.
 - c) Dumpster shall be screened with landscaping and concrete enclosure as required per Sec 113-246(7) with a detail provided as part of the site plan submittal.
 - d) A disclosure notification shall be provided within the lease agreements for the multifamily units located on the property informing the tenants that the proposed development is located in close proximity to the runway for the Reynolds Airpark.

STORMWATER CONSULTANT COMMENTS - contact Charlie Sohм (csohm@baxterwoodman.com)

Approved with Conditions: Show rip rap apron for outfall pipe on plans. Also ensure outfall MES and apron are either on subject parcel or have a drainage easement from the neighboring property.