



**City of Green Cove Springs**  
321 Walnut Street, Green Cove Springs, FL 32043 904-297-7500

## **APPLICATION DEFICIENCY NOTICE**

**DATE:** September 22, 2022

**APPLICATION REFERENCE:** CITY OF GREEN COVE SPRINGS, SPL-22-005 - 900 GUM St

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must be received by our Department within 180 days of the date noted on this letter to avoid this application being withdrawn from consideration. Withdrawn application must be resubmitted as new applications requiring repayment of all applicable fees and processing requirements.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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**FIRE DEPARTMENT COMMENTS** - contact Sandra Boike (sandra.boike@claycountygov.com)

1. Show fire hydrant(s). Illustrate compliance with NFPA 1:18.5
2. Show Fire Department Connections(FDC). FDC shall be located no further than 100ft hose lay from a hydrant. NFPA 1141:8.1.3
3. NFPA 1141:5.2.3 Roadways shall have a minimum clear width of 12 ft(3.7 m) for each lane of travel, excluding shoulders and parking.
4. NFPA 1141:5.1.3.2 The clear opening through gates shall have a usable width at least 2 ft (0.6 m) wider than the means of access it controls.
5. Gates shall not be closer than 30ft from an intersection. NFPA 1141:5.1.3.1

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

6. Provide a narrative of the different phases (similar to the previous submittal) explaining the proposed changes from the approved 2018 plan
7. Show total amount of building square footage
8. Show the total amount of parking spaces / comparison to 2018 approved plan.
9. Provide percentage of total site area to be covered by an impervious surface.
10. Provide a shade tree in all landscape islands.
11. Provide square footage of landscape islands (minimum of 200square feet)
12. Proposed trees shall be a minimum of 2.5" caliper
13. The following requirements shall be met adjacent to residential properties to the north:
  - a. buffer zone is a five-foot landscaped strip along parcel boundaries that serves as a buffer between incompatible uses and land use districts.
  - b. A buffer zone shall have a visual screen running the entire length of the property with a minimum opacity of 85 percent and a minimum height of six feet.