



City of Green Cove Springs

(904) 297-7500
Florida Relay – Dial 7-1-1

321 Walnut Street

Green Cove Springs, FL 32043
www.greencovesprings.com

MEMORANDUM

To: Steve Kennedy, City Manager
From: Development Services Department
Date: March 1, 2021
Subject: Monthly Planning, Code Enforcement and Building Report for February, 2021

PLANNING

In February, Alliance Permitting Service opened at 409 Walnut St and Radise International opened at 4035 J Louis St. Total Business Tax Revenue for February was \$485.

During the month of February, Staff worked on:

- Special Event applications for a pet adoption event, kickball tournament, and Food Truck Friday
- Special Exception for a church at 112 Magnolia Ave
- Lot Split for parcel 017576-000-00
- Plat for Pinewood Court Townhomes, 016838-000-00 – site plan already approved, platting to sell townhome units individually
- Lot Split for 806 Cove St
- Subdivision application for 018094-000-00 off Houston St (proposing 3 lots)
- Annexation and Future Land Use applications for the Gustafson property, 016515-000-00
- Document dispositioning and scanning with ImageStoreHouse
 - Overseeing volunteers helping with the scanning project
- Configuration of new permit / project tracking software, SmartGov
- Initiation of GIS Project for comprehensive online mapping system

Revenues for Planning related fees for February were \$3543.99.

CODE ENFORCEMENT

In February, there were 4 new Code Enforcement complaints filed. Voluntary compliance was achieved for 9 cases resulting in case closure. The City received \$30 in Code Enforcement fines for Special Magistrate orders previously issued. For Fiscal Year 2020-2021, Code Enforcement has collected \$5,150 Code Enforcement fines.

BUILDING

Building permit activity increased from January to February. The total number of building permits issued in February was 44 compared to 32 in January. Permit activity for February 2021 increased by 29% from February 2020.

Revenues for Building related fees for February were \$17,273.66.

2021 PERMIT SUMMARY	
NEW HOUSES	February
MAGNOLIA POINT:	0
MAGNOLIA WEST:	0
CORE CITY:	1
CONDOS:	0
COMMERCIAL ACTIVITY	February
BUILDING (NEW)	0
OTHER PERMIT ACTIVITY	February
ADDITION - COMMERCIAL	0
ADDITION - RESIDENTIAL	4
REMODEL - COMMERCIAL	1
REMODEL - RESIDENTIAL	3
SCREEN ROOMS:	0
SHIP PROGRAM:	0
SIGNS:	1
POOLS:	3
RE-ROOFING:	8
GARAGE/SHED:	0
OTHER PERMITS:	23
TOTAL PERMITS ISSUED	44

MONTHLY PERMIT ACTIVITY

