



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: June 6, 2025

Subject: Monthly Planning, Code Enforcement and Building Report for May 2025

PLANNING

3 new business licenses were issued, and 6 licenses were renewed.

- New Businesses:
 - Neema's Meal and Market (food truck)
 - Foundation Equipment Services
 - Slim's Cafe

Total Business Tax Revenue for May was **\$970.00**

During the month of May:

- **Approval of the Gustafson Park Development Agreement with Clay County Utility Authority**
- **Approval of the affordable housing ordinance (O-05-2025)**
- **Acceptance of the roads and utility improvements for phase 1 of the Rookery Subdivision**
- **Approval of taking title of Washington Lane and Chapel Road**
- Began or continue reviewing the following planning applications:
 - **Rookery Phase 3A and 3B Preliminary Plat and Improvement Plan**
 - **Energy Cove Warehouse/Showroom Building Site Plan**
 - **Walnut Plaza Site Plan**
 - **Meever Site Plan**
 - **Wolfe Brothers Site Plan**
 - **Roger's Group Industrial Site Plan**
 - **Rookery Amenity Center Phase 2 Site Plan**
 - **Future Lane Use Map Amendment, Text Amendment and Rezoning on Cooks Lane**
 - **Special Event for Fun in the Sun**
 - **Special Event for Hickory Grove Easter Sunrise Service 2026**
 - **Water Supply Plan Update**
- The following applications were approved:
 - **Modification of PUD for Graylon Oaks**
 - **Rookery 2B Plat**
 - **The Preserve at Green Cove Springs Site Plan**
 - **Frontrunner Boats Site Plan**
 - **Special Event for Community Vacation Bible School at Vera Francis Hall Park**
 - **Special Event for RiverFest**
- **20 lien search requests, and 9 new permit applications** were submitted.
- Revenues for Planning related fees for May were **\$7,829.40**.

CODE ENFORCEMENT

In May, there were 16 new enforcement complaints filed. Voluntary compliance was achieved for 2 of the cases resulting in case closure. A total of \$8,075.00 in Code Enforcement fines were collected in May.

Compliance for courtesy notice of violation/notice of violations:

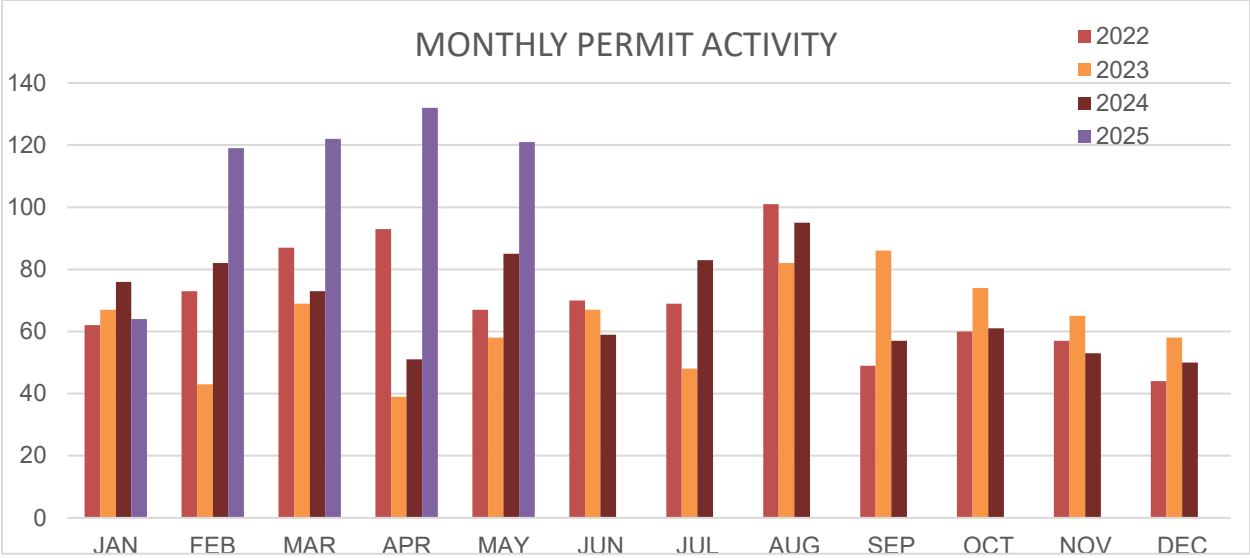
- 2 of 14 (15%) courtesy notices of violation from May were complied with.
- 0 of 2 (0%) notices of violation from May were voluntarily complied with.
- 9 courtesy notices of violation from previous months compliance was achieved resulting in closure.
- 4 notices of violation from previous months compliance were achieved resulting in case closure.
- 91 cases courtesy notices of violation/notices of violation complied year to date.

BUILDING

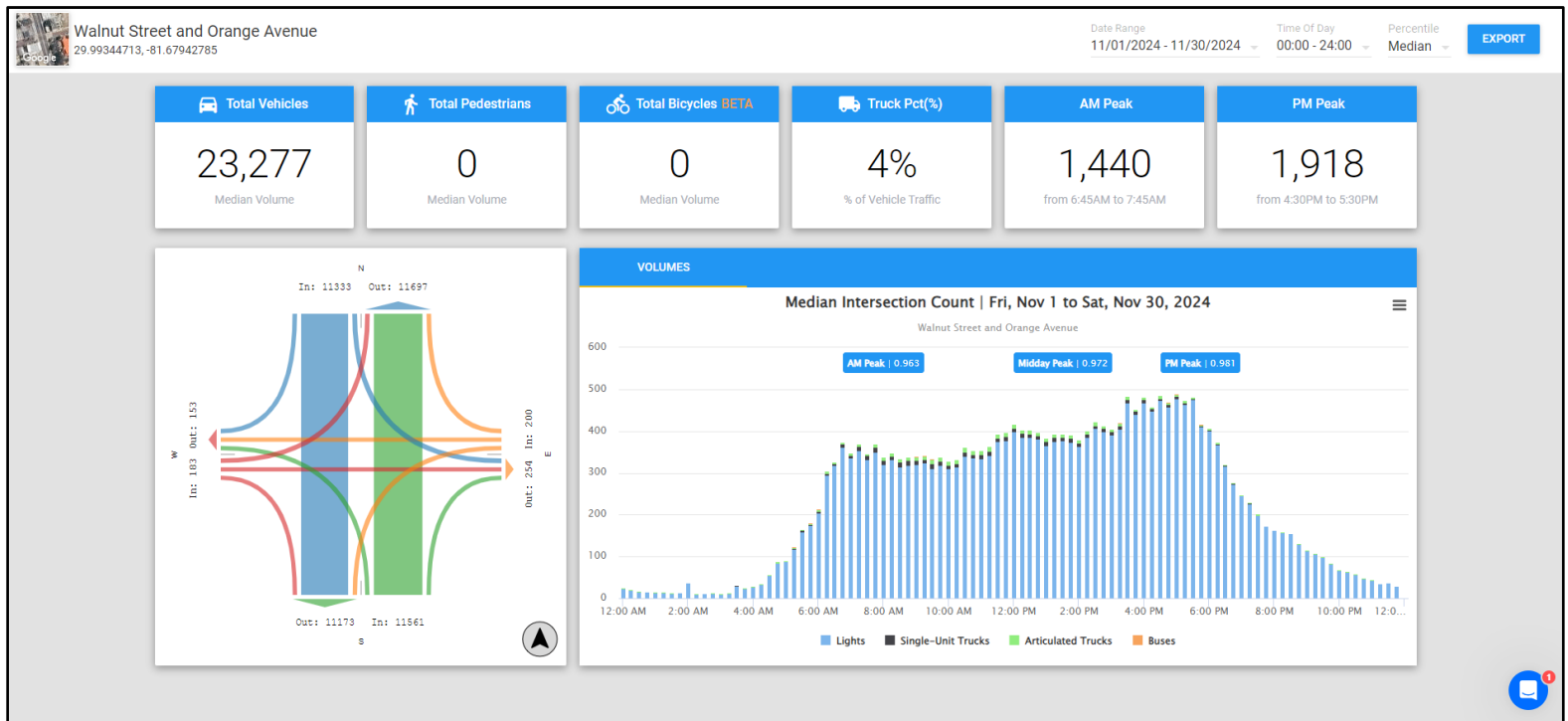
Building permit activity decreased 9.09% from April to May. The total number of building permits issued in April was 132 compared to 121 in May. Permit activity for May 2024 increased by 42.35% from May 2023.

Revenues for Building related fees for **May** were **\$24,687.40**.

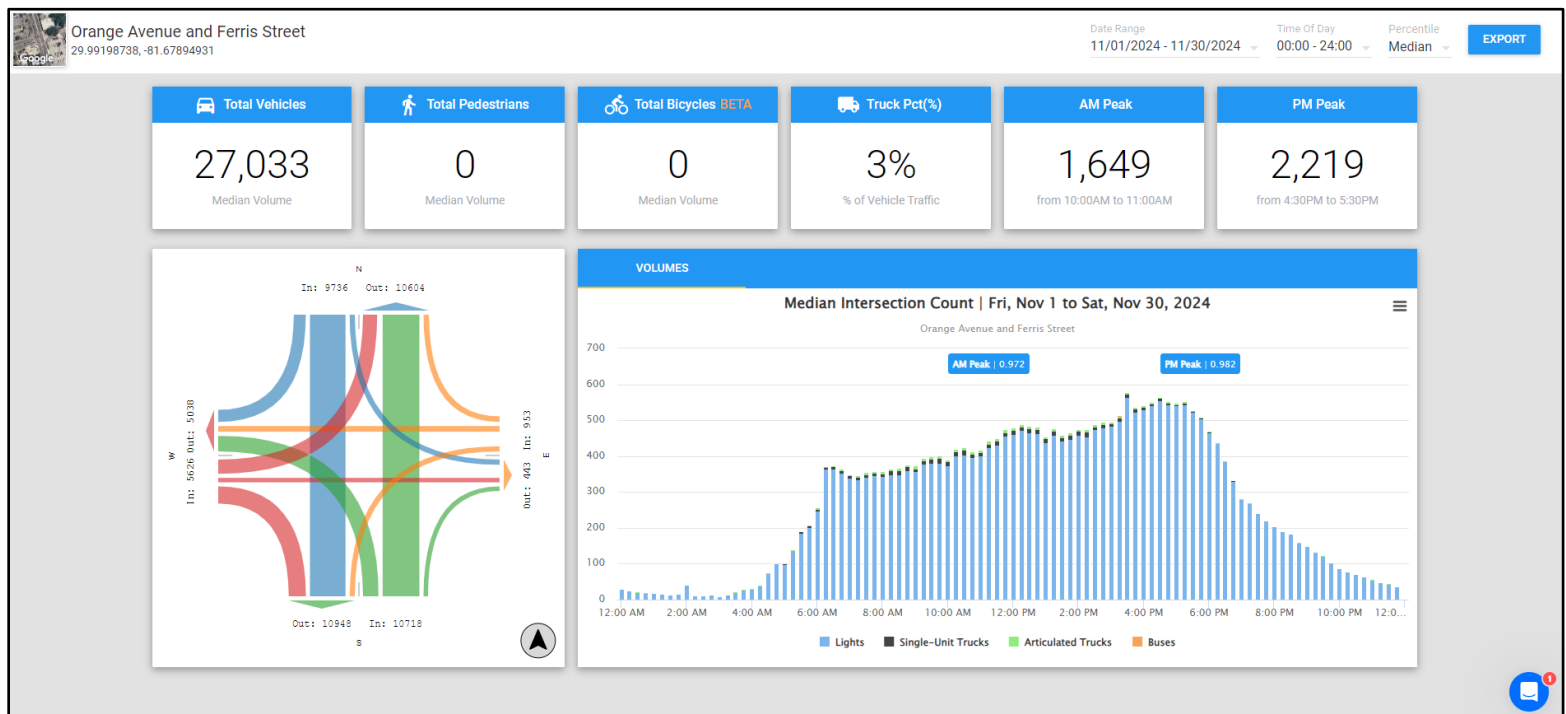
RESIDENTIAL NEW	7
COMMERCIAL NEW	0
RESIDENTIAL ADDITION	4
COMMERCIAL ADDITION	1
RESIDENTIAL REMODEL / IMPROVEMENT	2
COMMERCIAL REMODEL / IMPROVEMENT	0
DEMOLITION	0
SIGNS	0
POOLS	1
RE-ROOFING	7
FENCES	3
MECHANICAL / ELECTRICAL / PLUMBING	68
OTHER PERMITS	28
TOTAL PERMITS ISSUED	121



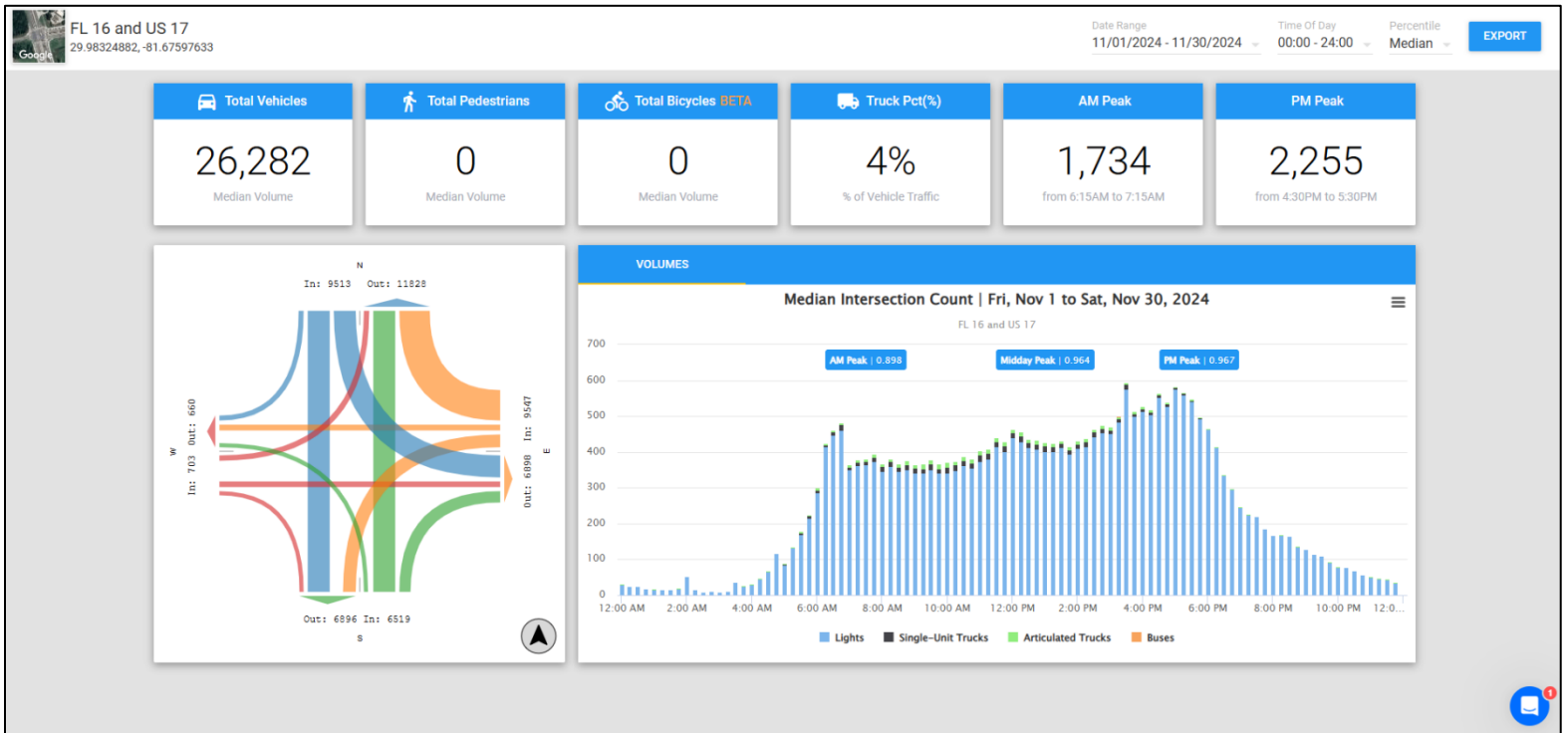
Walnut Street and Orange Avenue Intersection Traffic Volumes



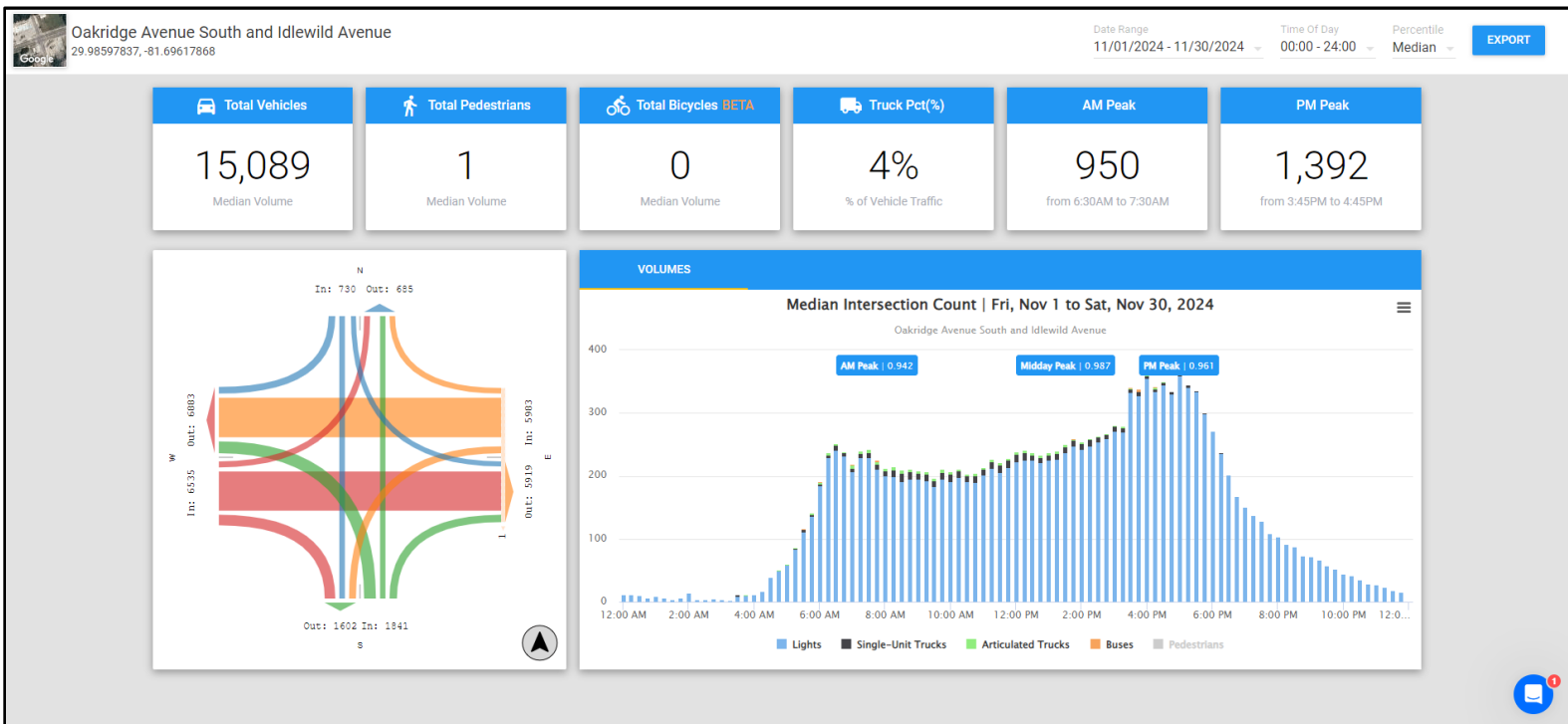
Ferris Street and Orange Avenue Intersection Traffic Volumes



US 17/SR 16 LCT Intersection Traffic Volumes



Oakridge and Idlewild Intersection Traffic Volumes



Permit Processing for Monthly Report - May 2025

Permit Number	Permit Type	Date Submitted	Date Approved	Date Issued	Total Processing Days*
BLD-25-0307	CHANGE OF USE	03/18/2025	05/21/2025	05/22/2025	37
BLD-25-0295	COMMERCIAL ADDITION	03/13/2025	04/23/2025	05/01/2025	36
BLD-25-0076	FIRE SPRINKLER	01/28/2025	04/23/2025	05/02/2025	30
BLD-25-0366	FIRE SPRINKLER	04/03/2025	04/28/2025	05/02/2025	26
BLD-25-0312	RESIDENTIAL NEW	03/19/2025	05/05/2025	05/07/2025	25
BLD-25-0126	RESIDENTIAL NEW	02/10/2025	04/22/2025	05/02/2025	23
BLD-25-0177	RESIDENTIAL NEW	02/20/2025	04/22/2025	05/08/2025	22
BLD-21-0543	FENCE	08/17/2021	08/31/2021	05/27/2025	15
BLD-25-0468	POOL	04/29/2025	05/12/2025	05/12/2025	14
BLD-25-0275	ROOKERY ONLY-RESIDENTIAL NEW	03/11/2025	03/26/2025	05/12/2025	11
BLD-25-0276	ROOKERY ONLY-RESIDENTIAL NEW	03/11/2025	03/26/2025	05/12/2025	11
BLD-25-0278	ROOKERY ONLY-RESIDENTIAL NEW	03/11/2025	03/26/2025	05/12/2025	11
BLD-25-0347	RESIDENTIAL ADDITION	03/31/2025	05/19/2025	05/20/2025	11
BLD-25-0281	ROOKERY ONLY-RESIDENTIAL NEW	03/12/2025	03/26/2025	05/12/2025	10
BLD-25-0551	RESIDENTIAL ADDITION	05/15/2025	05/20/2025	05/20/2025	6
BLD-25-0478	IRRIGATION	04/30/2025	05/05/2025	05/13/2025	6
BLD-25-0506	GAS RESIDENTIAL	05/06/2025	05/12/2025	05/12/2025	6
BLD-25-0550	RE-ROOF	05/15/2025	05/20/2025	05/20/2025	6
ZON-25-0009	SHED UNDER 150SF	05/08/2025	05/12/2025	05/12/2025	5
BLD-25-0449	RESIDENTIAL IMPROVEMENT	04/22/2025	04/24/2025	05/06/2025	3
BLD-25-0502	ELECTRIC RESIDENTIAL	05/05/2025	05/21/2025	05/22/2025	3
BLD-25-0537	FENCE	05/13/2025	05/15/2025	05/15/2025	3
BLD-25-0560	RESIDENTIAL IMPROVEMENT	05/16/2025	05/21/2025	05/21/2025	3
BLD-25-0577	RESIDENTIAL ADDITION	05/20/2025	05/21/2025	05/21/2025	2
BLD-25-0504	FENCE	05/06/2025	05/07/2025	05/19/2025	2
ZON-25-0008	SHED UNDER 150SF	05/05/2025	05/06/2025	05/13/2025	2
BLD-25-0480	RESIDENTIAL ADDITION	05/01/2025	05/01/2025	05/01/2025	1
BLD-25-0475	PLUMBING RESIDENTIAL NEW	04/30/2025	04/30/2025	05/01/2025	1
BLD-25-0477	RE-ROOF	04/30/2025	05/05/2025	05/06/2025	1
BLD-25-0479	MECHANICAL COMMERCIAL	05/01/2025	05/01/2025	05/01/2025	1
BLD-25-0482	MECHANICAL RESIDENTIAL NEW	05/01/2025	05/01/2025	05/02/2025	1
BLD-25-0483	PLUMBING RESIDENTIAL NEW	05/01/2025	05/01/2025	05/01/2025	1
BLD-25-0484	IRRIGATION	05/01/2025	05/01/2025	05/01/2025	1

Permit Number	Permit Type	Date Submitted	Date Approved	Date Issued	Total Processing Days*
BLD-25-0486	ELECTRIC RESIDENTIAL NEW	05/02/2025	05/05/2025	05/06/2025	1
BLD-25-0487	ELECTRIC RESIDENTIAL NEW	05/02/2025	05/05/2025	05/06/2025	1
BLD-25-0488	ELECTRIC RESIDENTIAL NEW	05/02/2025	05/05/2025	05/06/2025	1
BLD-25-0489	ELECTRIC RESIDENTIAL NEW	05/02/2025	05/05/2025	05/06/2025	1
BLD-25-0490	ELECTRIC RESIDENTIAL NEW	05/02/2025	05/05/2025	05/06/2025	1
BLD-25-0491	ELECTRIC RESIDENTIAL NEW	05/02/2025	05/05/2025	05/06/2025	1
BLD-25-0492	ELECTRIC RESIDENTIAL NEW	05/02/2025	05/05/2025	05/06/2025	1
BLD-25-0493	ELECTRIC RESIDENTIAL NEW	05/02/2025	05/05/2025	05/06/2025	1
BLD-25-0494	MECHANICAL RESIDENTIAL NEW	05/05/2025	05/05/2025	05/05/2025	1
BLD-25-0495	PLUMBING RESIDENTIAL NEW	05/05/2025	05/05/2025	05/05/2025	1
BLD-25-0496	PLUMBING RESIDENTIAL NEW	05/05/2025	05/05/2025	05/05/2025	1
BLD-25-0497	PLUMBING RESIDENTIAL NEW	05/05/2025	05/05/2025	05/05/2025	1
BLD-25-0499	IRRIGATION	05/05/2025	05/05/2025	05/06/2025	1
BLD-25-0500	IRRIGATION	05/05/2025	05/05/2025	05/06/2025	1
BLD-25-0501	ELECTRIC RESIDENTIAL NEW	05/05/2025	05/05/2025	05/07/2025	1
BLD-25-0505	MECHANICAL RESIDENTIAL	05/06/2025	05/06/2025	05/06/2025	1
BLD-25-0507	MECHANICAL COMMERCIAL NEW	05/06/2025	05/06/2025	05/06/2025	1
BLD-25-0508	RE-ROOF	05/06/2025	05/06/2025	05/07/2025	1
BLD-25-0511	MECHANICAL RESIDENTIAL	05/06/2025	05/06/2025	05/08/2025	1
BLD-25-0512	IRRIGATION	05/07/2025	05/07/2025	05/07/2025	1
BLD-25-0513	IRRIGATION	05/07/2025	05/07/2025	05/14/2025	1
BLD-25-0514	IRRIGATION	05/07/2025	05/07/2025	05/14/2025	1
BLD-25-0515	RE-ROOF	05/07/2025	05/07/2025	05/12/2025	1
BLD-25-0516	ELECTRIC RESIDENTIAL NEW	05/08/2025	05/08/2025	05/12/2025	1
BLD-25-0517	ELECTRIC RESIDENTIAL NEW	05/08/2025	05/08/2025	05/12/2025	1
BLD-25-0518	ELECTRIC RESIDENTIAL NEW	05/08/2025	05/08/2025	05/12/2025	1
BLD-25-0519	PLUMBING RESIDENTIAL NEW	05/08/2025	05/08/2025	05/08/2025	1
BLD-25-0522	MECHANICAL RESIDENTIAL NEW	05/09/2025	05/12/2025	05/12/2025	1
BLD-25-0524	PLUMBING RESIDENTIAL NEW	05/09/2025	05/12/2025	05/12/2025	1
BLD-25-0525	PLUMBING RESIDENTIAL NEW	05/09/2025	05/12/2025	05/12/2025	1
BLD-25-0526	PLUMBING RESIDENTIAL NEW	05/09/2025	05/12/2025	05/12/2025	1

Permit Number	Permit Type	Date Submitted	Date Approved	Date Issued	Total Processing Days*
BLD-25-0527	PLUMBING RESIDENTIAL NEW	05/09/2025	05/12/2025	05/12/2025	1
BLD-25-0528	PLUMBING RESIDENTIAL NEW	05/09/2025	05/12/2025	05/12/2025	1
BLD-25-0529	PLUMBING RESIDENTIAL NEW	05/09/2025	05/12/2025	05/12/2025	1
BLD-25-0531	ELECTRIC RESIDENTIAL NEW	05/09/2025	05/12/2025	05/12/2025	1
BLD-25-0532	ELECTRIC RESIDENTIAL	05/12/2025	05/12/2025	05/12/2025	1
BLD-25-0533	PLUMBING RESIDENTIAL NEW	05/13/2025	05/13/2025	05/13/2025	1
BLD-25-0534	MECHANICAL RESIDENTIAL	05/13/2025	05/13/2025	05/13/2025	1
BLD-25-0536	MECHANICAL RESIDENTIAL	05/13/2025	05/22/2025	05/22/2025	1
BLD-25-0538	IRRIGATION	05/14/2025	05/14/2025	05/14/2025	1
BLD-25-0539	IRRIGATION	05/14/2025	05/14/2025	05/14/2025	1
BLD-25-0540	IRRIGATION	05/14/2025	05/14/2025	05/14/2025	1
BLD-25-0541	IRRIGATION	05/14/2025	05/14/2025	05/14/2025	1
BLD-25-0542	MECHANICAL RESIDENTIAL	05/14/2025	05/14/2025	05/14/2025	1
BLD-25-0543	IRRIGATION	05/14/2025	05/14/2025	05/14/2025	1
BLD-25-0544	IRRIGATION	05/14/2025	05/14/2025	05/21/2025	1
BLD-25-0547	IRRIGATION	05/14/2025	05/14/2025	05/14/2025	1
BLD-25-0548	ELECTRIC COMMERCIAL	05/15/2025	05/15/2025	05/15/2025	1
BLD-25-0552	ELECTRIC RESIDENTIAL NEW	05/15/2025	05/19/2025	05/19/2025	1
BLD-25-0555	MECHANICAL RESIDENTIAL NEW	05/16/2025	05/19/2025	05/19/2025	1
BLD-25-0556	MECHANICAL RESIDENTIAL NEW	05/16/2025	05/19/2025	05/19/2025	1
BLD-25-0557	RE-ROOF	05/16/2025	05/19/2025	05/19/2025	1
BLD-25-0559	ELECTRIC COMMERCIAL	05/16/2025	05/19/2025	05/21/2025	1
BLD-25-0561	MECHANICAL RESIDENTIAL	05/19/2025	05/19/2025	05/19/2025	1
BLD-25-0563	PLUMBING RESIDENTIAL NEW	05/19/2025	05/19/2025	05/19/2025	1
BLD-25-0564	PLUMBING RESIDENTIAL NEW	05/19/2025	05/19/2025	05/19/2025	1
BLD-25-0565	PLUMBING RESIDENTIAL NEW	05/19/2025	05/19/2025	05/19/2025	1
BLD-25-0566	MECHANICAL RESIDENTIAL NEW	05/19/2025	05/19/2025	05/20/2025	1
BLD-25-0567	MECHANICAL RESIDENTIAL	05/19/2025	05/19/2025	05/21/2025	1
BLD-25-0568	MECHANICAL RESIDENTIAL NEW	05/19/2025	05/19/2025	05/20/2025	1
BLD-25-0569	MECHANICAL RESIDENTIAL NEW	05/19/2025	05/19/2025	05/20/2025	1
BLD-25-0570	IRRIGATION	05/19/2025	05/19/2025	05/19/2025	1
BLD-25-0571	RE-ROOF	05/19/2025	05/20/2025	05/20/2025	1
BLD-25-0572	IRRIGATION	05/20/2025	05/20/2025	05/21/2025	1

Permit Number	Permit Type	Date Submitted	Date Approved	Date Issued	Total Processing Days*
BLD-25-0573	ELECTRIC RESIDENTIAL	05/20/2025	05/20/2025	05/21/2025	1
BLD-25-0574	MECHANICAL RESIDENTIAL	05/20/2025	05/20/2025	05/21/2025	1
BLD-25-0575	PLUMBING RESIDENTIAL	05/20/2025	05/20/2025	05/21/2025	1
BLD-25-0578	PLUMBING RESIDENTIAL NEW	05/20/2025	05/20/2025	05/21/2025	1
BLD-25-0579	PLUMBING RESIDENTIAL	05/21/2025	05/21/2025	05/21/2025	1
BLD-25-0580	ELECTRIC RESIDENTIAL	05/21/2025	05/21/2025	05/21/2025	1
BLD-25-0581	ELECTRIC RESIDENTIAL NEW	05/21/2025	05/21/2025	05/22/2025	1
BLD-25-0583	MECHANICAL RESIDENTIAL NEW	05/22/2025	05/22/2025	05/22/2025	1
BLD-25-0584	MECHANICAL RESIDENTIAL NEW	05/22/2025	05/22/2025	05/22/2025	1
BLD-25-0585	RE-ROOF	05/22/2025	05/22/2025	05/22/2025	1
BLD-25-0586	MECHANICAL RESIDENTIAL	05/22/2025	05/22/2025	05/23/2025	1
BLD-25-0590	ELECTRIC COMMERCIAL	05/27/2025	05/27/2025	05/27/2025	1
BLD-25-0591	ELECTRIC COMMERCIAL	05/27/2025	05/27/2025	05/27/2025	1
BLD-25-0595	IRRIGATION	05/28/2025	05/29/2025	05/29/2025	1
BLD-25-0597	IRRIGATION	05/28/2025	05/29/2025	05/29/2025	1
BLD-25-0600	MECHANICAL RESIDENTIAL	05/29/2025	05/29/2025	05/29/2025	1
BLD-25-0601	MECHANICAL RESIDENTIAL NEW	05/29/2025	05/29/2025	05/30/2025	1
BLD-25-0602	MECHANICAL RESIDENTIAL NEW	05/29/2025	05/29/2025	05/30/2025	1
BLD-25-0603	MECHANICAL RESIDENTIAL NEW	05/29/2025	05/29/2025	05/30/2025	1
BLD-25-0605	IRRIGATION	05/29/2025	05/29/2025	05/30/2025	1
BLD-25-0606	IRRIGATION	05/29/2025	05/29/2025	05/30/2025	1
BLD-25-0608	MECHANICAL COMMERCIAL NEW	05/29/2025	05/29/2025	05/29/2025	1
BLD-25-0611	IRRIGATION	05/29/2025	05/29/2025	05/29/2025	1
ZON-25-0010	SHED UNDER 150SF	05/09/2025	05/19/2025	05/20/2025	1

BLD-25-0307	Planning review was 11 days. Building Review was 26 days.
BLD-25-0295	Planning review was 6 days. Building Review was 30 days.