



City of Green Cove Springs

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MEMORANDUM

To: Steve Kennedy, City Manager
From: Development Services Department
Date: February 16, 2023
Subject: Monthly Planning, Code Enforcement and Building Report for January, 2023

PLANNING

In January, no new business receipts issued.

In addition, 21 license renewals were issued.

Total Business Tax Revenue for the month was \$3243.00

During the month of January, Staff:

- Began or continued reviewing the following site development plans:
 - **Dollar Tree Plaza** (to add two commercial outparcels, modify parking, and modify landscaping),
 - **Habitat for Humanity Office building** on West Street
 - **Permabase Building Project Storage Shed** in Reynolds Park
 - **Office/Warehouse Building** on Green Cove Avenue
 - **Rookery Phase 1 Preliminary Plat and Improvement Plan** on CR 15A
- The **Prelude** Site Development Plan and Development Agreement were approved by City Council
- The **Pinewood Apartments** on Oakridge Avenue have been finalized and are awaiting approval of
- Work with Planning Consultant to enable the Comprehensive Plan and Land Development Plan Amendments for the enactment of the Mobility fee ordinance.
- Work with Clay County on the creation of the **Downtown Community Redevelopment Area**
- Reviewing the Annexation, Future Land Use and Zoning Amendment for the 70-acre **Hall Property** on South US 17 and CR 209
- Sending out notice for the creation of the **R-1A Zoning District**.
- Completed 13 **lien search requests**, and 15 **permit applications**.
- Revenues for Planning related fees for January were \$1750.00.

CODE ENFORCEMENT

In January, there were fifty-nine new enforcement complaints filed. Voluntary compliance was achieved for thirty-nine of the cases resulting in case closure. For Fiscal Year 2022-2023, Code Enforcement has collected \$675.00 in Code Enforcement fines.

Month of January courtesy notice of violation/notice of violation.

- 39 of 59 courtesy notice of violation/notice of violation complied which led to 66% compliance.
- 20 cases from courtesy notices of violation lead to notice of violation.
- 2 of 20 notices of violation voluntary compliance was achieved resulting in case closure.

BUILDING

Building permit activity increased from December to January. The total number of building permits issued in January was 67 compared to 44 in December. Permit activity for January 2023 increased by 8% from January 2022.

Revenues for Building related fees for January was \$13,279.

2023 PERMIT SUMMARY	
NEW HOUSES	January
MAGNOLIA POINT:	0
CORE CITY:	1
CONDOS:	0
COMMERCIAL ACTIVITY	January
BUILDING (NEW)	0
OTHER PERMIT ACTIVITY	January
ADDITION - COMMERCIAL	0
ADDITION - RESIDENTIAL	6
REMODEL - COMMERCIAL	0
REMODEL - RESIDENTIAL	6
SCREEN ROOMS:	0
SHIP PROGRAM:	0
SIGNS:	1

POOLS:	0
RE-ROOFING:	11
GARAGE/SHED:	0
OTHER PERMITS:	42
TOTAL PERMITS ISSUED	67

MONTHLY PERMIT ACTIVITY

