



# City of Green Cove Springs

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## MEMORANDUM

To: Steve Kennedy, City Manager  
From: Development Services Department  
Date: September 5, 2023  
Subject: Monthly Planning, Code Enforcement and Building Report for August, 2023

### **PLANNING**

In August, one new business license was issued, and twelve were renewed:

1. **The Treasure Hunt Thrift & Antiques LLC**

Total Business Tax Revenue for **August** was **\$770.00**.

During the month of August:

- Began or continued reviewing the following site development plans:
  - **Knight Center Office Building** on Orange Avenue
  - **Rookery Amenity Center**
  - **Rookery Phase 2A & 2B**
- Landscape Ordinance Revisions (ongoing)
- Completed **21 lien search requests**, and **0 permit applications**.
- Approved **0 special events applications**.
- Revenues for Planning related fees for **August** were **\$1,100.00**.

### **CODE ENFORCEMENT**

In August, there were forty new enforcement complaints filed. Voluntary compliance was achieved for three of the cases resulting in case closure. For Fiscal Year 2022-2023, Code Enforcement has collected \$10,861.49 in Code Enforcement fines.

Month of August courtesy notice of violation/notice of violation.

- 25 of 53 courtesy notices of violation/notice of violation complied which led to 47% compliance.
- 6 of 26 notices of violation voluntary compliance was achieved resulting in case closure.
- 14 notices of violation from previous months compliance was achieved resulting in case closure
- 12 courtesy notices of violation from previous months compliance was achieved resulting in closure.
- Administrative Fine \$100.00 collected: 1401 Spruce St
- Code Enforcement Penalty Fee \$75.00 collected: Leonardo C Taylor Pky.

**BUILDING**

Building permit activity increased from July to August. The total number of building permits issued in July was 48 compared to 82 in August. Permit activity for August 2023 decreased by 21.74% from August 2022.

Revenues for Building related fees for August was \$21,844.

July 2023 PERMIT SUMMARY	
RESIDENTIAL NEW	5
COMMERCIAL NEW	0
RESIDENTIAL ADDITION	5
COMMERCIAL ADDITION	0
RESIDENTIAL REMODEL / IMPROVEMENT	7
COMMERCIAL REMODEL / IMPROVEMENT	0
DEMOLITION	1
SIGNS	0
POOLS	2
RE-ROOFING	17
FENCES	8
MECHANICAL / ELECTRICAL / PLUMBING	32
OTHER PERMITS	5
TOTAL PERMITS ISSUED	82

