



City of Green Cove Springs

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321 Walnut Street

Green Cove Springs,

MEMORANDUM

To: Steve Kennedy, City Manager
From: Development Services Department
Date: August 15, 2023
Subject: Monthly Planning, Code Enforcement and Building Report for July, 2023

PLANNING

In July, one new business license was issued, and one was renewed:

1. **Mystic Tanning Inc.**

Total Business Tax Revenue for **July** was **\$150.00**.

During the month of July:

- Began or continued reviewing the following site development plans:
 - **Knight Center Office Building** on Orange Avenue
 - **Energy Cove Warehouse** on Energy Cove Avenue
 - **Rookery Amenity Center**
- Landscape Ordinance Revisions (ongoing)
- Completed **16 lien search requests**, and **1 permit application**.
- Approved **2 special events applications**.
- Revenues for Planning related fees for **July** were **\$4,197.00**.

CODE ENFORCEMENT

In July, 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 \$10,686.49 in Code Enforcement fines.

Month of July courtesy notice of violation/notice of violation.

- 3 of 40 courtesy notices of violation/notice of violation complied which led to 8% compliance.
- 1 of 22 notices of violation voluntary compliance was achieved resulting in case closure.

- 12 notices of violation from previous months compliance was achieved resulting in case closure
- 14 courtesy notices of violation from previous months compliance was achieved resulting in closure.
- Lien filed against property at 725 Cypress Ave. in the amount of 5,525.

BUILDING

Building permit activity decreased from June to July. The total number of building permits issued in June was 48 compared to 67 in June. Permit activity for July 2023 decreased by 30.43% from July 2022.

Revenues for Building related fees for July was \$7,570.90.

July 2023 PERMIT SUMMARY	
RESIDENTIAL NEW	0
COMMERCIAL NEW	0
RESIDENTIAL ADDITION	2
COMMERCIAL ADDITION	1
RESIDENTIAL REMODEL / IMPROVEMENT	3
COMMERCIAL REMODEL / IMPROVEMENT	0
DEMOLITION	0
SIGNS	0
POOLS	1
RE-ROOFING	9
FENCES	1
MECHANICAL / ELECTRICAL / PLUMBING	26
OTHER PERMITS	5
TOTAL PERMITS ISSUED	48

