



City of Green Cove Springs

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Green Cove Springs, FL 32043
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July 16, 2024

James Whitehouse, Esq., BCS
St. Johns Law Group
104 Sea Grove Main Street
St. Augustine, FL 32080
jameswhitehouse@sjlawgroup.com

RE: SE-24-002 Special Exception for Springs Chapel

The City of Green Cove Springs received your application for a modification to the special exception by Springs Chapel for the Springs Academy on the property located at 1106 N Orange Avenue/Parcel #017553-000-00 on May 6, 2024.

The special exception was approved by the Planning and Zoning Commission on June 25, 2024 subject to the following conditions and submittal timelines:

Conditions-

1. Define the maximum number of students to no more than 156 students.
2. Addition of or modification to any existing structure/facility on the site as of the approval of this modification, will require a modification to the Special Exception.
3. Provide parking calculations along with site plans.
4. Provide a tree survey showing the location of existing trees, comply with the tree preservation requirements set forth in Sec. 113-274~279.
5. Secure permits from FDOT for state road access/driveway.
6. Ingress and egress are prohibited on St. Johns Avenue. Provide a gate on the St. Johns Avenue driveway, to be closed during school hours.
7. A 6' high wall and trees (1 per 25 feet) to be provided along St. Johns Avenue as part of the required landscape buffer per Sec. 113-243.
8. Gate at access to St. Johns Avenue must be closed and secured during drop-off hours, school hours and pick-up hours.
9. Provide vehicle stacking to scale, each vehicle should be 10' in width and 20' in length. A minimum of 200' of stacking shall be provided.
10. Grove Street must be closed prior to the start of the school year, which is August 13, 2024, subject to City Council approval.
11. Provide a temporary stacking plan for school drop off and pickup with no access from St. Johns Avenue.

12. Special Exception shall be limited to Springs Chapel Corp. Any change in ownership shall require modification to the Special Exception.
13. Upon approval, failure to comply will result in pulling of the current and past Special Exceptions.

Submittal timeframes-

1. Secure a Site Development Plan approval subject to the special exception requirements within 120 days; and
2. Completion of construction of the improvements set forth in the approved Site Development Plan and conditions within the Special Exception within 6 months subsequent to Site Plan approval; and
3. Not meeting these timeframes shall be considered a violation of the approved Special Exception and shall be grounds for the special exception to be returned to the Planning and Zoning Commission for revocation of the Special Exception; and
4. Any other violations of the Special Exception and Site Development Plan shall follow the Code Enforcement procedure set forth in Chapter 22 of the Green Cove Springs City Code.

Please contact me directly at mdaniels@greencovesprings.com if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Michael Daniels".

Michael Daniels, AICP
Development Services Director
City of Green Cove Springs