

CITY OF GREEN COVE SPRINGS PLANNING & ZONING BOARD MEETING

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA
TUESDAY, NOVEMBER 17, 2020 – 5:00 PM



MINUTES

ROLL CALL

PRESENT

Chairman Henrietta Francis
Vice Chair Gary Luke (*Microsoft Teams*)
Board Member Brian Cook
Board Member Justin Hall
Board Member Richard Hobbs

APPROVAL OF MINUTES

1. *Review and approval of the 10-27-2020 Planning & Zoning Board Meeting Minutes*

Motion to approve made by Board Member Hall, **Seconded** by Board Member Cook.
Voting Yea: Chairman Francis, Vice Chair Luke, Board Member Cook, Board Member Hall,
Board Member Hobbs.

Motion passes 5-0.

PUBLIC HEARINGS

2. *Ordinance No. O-15-2020 Amendment regarding Condominium and Townhouse Requirements and requiring approval of a Special Exception for Multifamily Dwellings in excess of 35' in height in the R-3 High Density Residential Zoning District*

Mr. Daniels presented the item to the board. He explained the current code and what he is hoping to change with the proposed ordinance.

Board Member Cook asked for clarification on the zero-foot setback, which Mr. Daniels explained would be going away. Vice Chair Luke requested information about the delineation of categories. Mr. Daniels explained the condo/townhome category would go away and be regulated under multi-family. Board Member Cook requested further explanation of the proposed required special exception.

Chairman Francis opened the public hearing. No public comments were made. Chairman Francis closed the public hearing.

Chairman Francis requested a motion.

Motion to recommend approval to City Council of Ordinance No. O-15-2020, amending City Code Chapter 117, Article I and II.

Motion made by Board Member Cook, **Seconded** by Board Member Hall. **Voting Yea:** Chairman Francis, Vice Chair Luke, Board Member Cook, Board Member Hall, Board Member Hobbs.

Motion passes 5-0.

BOARD BUSINESS

BOARD DISCUSSION / COMMENTS

Board Member Cook requested an update on the comprehensive plan process. Mr. Daniels let him know the Request for Proposals (RFP) is being reviewed by the Finance Department to ensure it meets all purchasing requirements. Once their review is complete, the RFP will be sent out.

Board Member Cook requested an action item be brought to next meeting to discuss the evaluation committee.

STAFF COMMENTS

Mr. Daniels explained we do have two items for a December meeting, for which he proposed December 15th. Board Member Cook proposed meeting on December 8th. Mr. Daniels requested starting at 4:30 in that case.

Mr. Daniels mentioned the ongoing situation with flag lots, for which an ordinance will be brought forward at the next meeting at the request of City Council.

ADJOURNMENT

With no other business before the board, the meeting was adjourned at 5:27PM.

CITY OF GREEN COVE SPRINGS, FLORIDA

Henrietta Francis, Chairman

Attest:

Heather Glisson, Planning & Zoning Clerk