

# CITY OF GREEN COVE SPRINGS PLANNING & ZONING BOARD MEETING

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA  
TUESDAY, FEBRUARY 27, 2024 – 5:00 PM



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## MINUTES

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Chairman Hall called the meeting to order at 5:01pm.

### ROLL CALL

Board Members Present: Board Member Henrietta Francis, Board Member Joshua Hobbs, Vice Chairman Josh Danley (late 5:02pm), Chairman Justin Hall  
Staff Member Present:

Staff Members Present: L.J. Arnold, III, City Attorney, Steve Kennedy, City Manager, Assistant City Member, Mike Null, Michael Daniels, Development Services Director, Lyndie Knowles, Development Services Representative, Gabriel Barro, Staff Planner

Board Members Absent: Board Member Brian Cook

### APPROVAL OF MINUTES

1. **Approval of the Minutes of the January 23, 2024 Meeting**

**Motion made to approve the minutes from the January 23, 2024 meeting.**

Motion made by Board Member Francis, Seconded by Board Member Hobbs.  
Voting Yea: Board Member Francis, Board Member Hobbs, Chairman Hall

### PUBLIC HEARINGS

2. **Review of Special Exception Application for Alcohol Sales at 618 N Orange Avenue for Sunrise to Sunset**

Gabriel Barro, Staff Planner, gave the presentation for the Special Exception Application for Alcohol Sales at 618 N Orange Avenue for Sunrise to Sunset. Staff recommends approval of the special exception with the following conditions:

1. Alcohol consumption shall be limited to within the enclosed building.
2. Provide Alcohol license from the State Division of Alcoholic Beverages and Tobacco within 30 days of Special exception approval. No alcohol sales can take place on premises prior to the license being secured.

The applicant, Justin Clark and the applicant's representative, Dick Clark, was present and available for questions.

Chairman Hall opened the public hearing.

Resident Laurie Ailes spoke against the special exception. She has concerns on parking, hours of operation, and the type of alcohol being served.

Dick Clark, manager, responded that it was only beer and wine and they did not anticipate moving their hours much beyond 7pm, if at all.

Resident James Pope stated that his concern was the hours of operation and that as long as the hours will be as stated, he doesn't have a problem.

Justin Clark, applicant, wanted to clarify that the hours are not being restricted with this special exception and they would have the opportunity to serve alcohol with the hours that the City code allows, if their plans change in the future.

The public hearing was closed by Chairman Hall.

Board discussion followed.

**Motion was made to approve the Special Exception for alcohol sales for Sunrise to Sunset located at 618 N Orange Avenue with the following conditions:**

- 1. Alcohol consumption shall be limited to within the enclosed building.**
- 2. Provide Alcohol license from the State Division of Alcoholic Beverages and Tobacco within 30 days of Special exception approval. No alcohol sales can take place on premises prior to the license being secured.**

Motion made by Board Member Hobbs, Seconded by Vice Chairman Danley.  
Voting Yea: Board Member Francis, Board Member Hobbs, Vice Chairman Danley,  
Chairman Hall Motion Passes 4-0

## **BOARD BUSINESS**

Michael Daniels, Development Services Director, had a few business items for the board regarding upcoming events.

1. He gave a brief overview on the Form-Based Code and reminded them about the joint meeting with City Council scheduled for Tuesday, March 5, 2024 from 4:00pm-6:00pm.
2. The board members are all invited to the Ground Breaking Ceremony for the Walnut Street Improvement project that will be held Thursday, February 29, 2024 at 10:00am.
3. There will be a Community Redevelopment Agency meeting regarding public art in the Downtown on Thursday, March 7, 2024 from 6:00pm-8:00pm
4. Staff and students from Jacksonville University will be working on a Tree Inventory for the entire City starting Friday, March 1, 2024.

Board Member Francis inquired about any upcoming projects and Mr. Daniels gave an overview of the Gustafson Park project and the True Annexation.

Board discussion followed.

**ADJOURNMENT**

Chairman Hall adjourned the meeting at 5:38pm

**NEXT MEETING: TUESDAY, MARCH 26, 2024 AT 5:00PM**

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CITY OF GREEN COVE SPRINGS, FLORIDA

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J. Justin Hall, Chairman

Attest:

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Lyndie Knowles, Development Services Rep.