

**MINUTES OF THE DECEMBER 13, 2016  
REGULAR MEETING  
GREEN COVE SPRINGS PLANNING AND ZONING BOARD**



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**CALL TO ORDER**

The regularly scheduled meeting of the Green Cove Springs Planning and Zoning Board was held on Tuesday, December 13, 2016 in the City Council Chambers, 321 Walnut Street, Green Cove Springs, Florida.

Chairman Haddock called the meeting of the Planning and Zoning Board to order at 5:00 p.m.

**ROLL CALL**

**Board Members Present:** Ed Gaw  
Robert Lewis  
Sara Spurrier  
Henrietta Francis, Vice-Chairman  
Marilyn Haddock, Chairman

**Staff Members Present:** L.J. Arnold, III, City Attorney  
Janis Fleet, Development Services Director  
Kimberley Farnsworth, Development Services Rep.

**Board Members Absent:** None

**Staff Members Absent:** Danielle Judd, City Manager

**APPROVAL OF MINUTES**

**A MOTION WAS MADE BY BOARD MEMBER LEWIS TO APPROVE THE MINUTES OF SEPTEMBER 29, 2016. THE MOTION WAS SECONDED BY VICE-CHAIRMAN FRANCIS. THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – BOARD MEMBERS GAW, LEWIS, SPURRIER, VICE-CHAIRMAN FRANCIS AND CHAIRMAN HADDOCK. NAYS – NONE.**

**A MOTION WAS MADE BY BOARD MEMBER SPURRIER TO APPROVE THE MINUTES OF OCTOBER 27, 2016 WITH CORRECTIONS REQUESTED BY CHAIRMAN HADDOCK. THE MOTION WAS SECONDED BY BOARD MEMBER LEWIS. THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL VOTE: AYES – BOARD MEMBERS GAW, LEWIS, SPURRIER, VICE-CHAIRMAN FRANCIS AND CHAIRMAN HADDOCK. NAYS – NONE.**

**PUBLIC HEARING**

Chairman Haddock opened the public hearing.

Chairman Haddock closed the public hearing.

## **BOARD BUSINESS**

### **2016-PZ-56 – SITE DEVELOPMENT PLAN FOR HERITAGE SIGNS TO BE LOCATED AT 1282 ENERGY COVE COURT**

Ms. Fleet introduced the item and explained the application:

- This is a major development which required to be reviewed by the City Council.
- Chuck Knight, present in the audience, is the owner and applicant.
- Heritage Signs currently leases a space at Reynolds Park and has been for the last 8 years and is relocating their business to the Energy Cove site.

Ms. Spurrier asked Mr. Knight why he wanted to build a new building for his business. Mr. Knight stated that this is for prosperity. Heritage Signs is a family owned business and he intends for this children to take over at some point in the future.

Mr. Gaw inquired as to what type of building he would be putting on the property and if all utilities would be through the City. Mr. Knight replied saying it would be a pre-engineered metal building and all utilities would be through the City.

**A MOTION WAS MADE BY BOARD MEMBER LEWIS TO RECOMMEND TO THE CITY COUNCIL THE SITE DEVELOPMENT PLAN FOR HERITAGE SIGNS TO BE LOCATED AT 1282 ENERGY COVE COURT WITH THE CONDITIONS INCLUDED IN THE STAFF RECOMENDATION . THE MOTION WAS SECONDED BY VICE-CHAIR FRANCIS. THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL: AYES – BOARD MEMBERS GAW, LEWIS, SPURRIER, VICE-CHAIRMAN FRANCIS AND CHAIRMAN HADDOCK. NAYS – NONE.**

### **2016-PZ-61 – SUBDIVISION APPLICATION AND PLAT REVIEW OF A RE-PLAT OF THE ROSSLAND COURT SUBDIVISION**

Ms. Fleet introduced the item and explained the application. She stated the applicant had one year from the date of approved closure of Rossland Ct. to re-plat. The Board questioned and discussed the new plat for Rossland.

Mr. Kelly Hartwig, applicant and agent for owner, was present to answer questions regarding the plat. There was discussion between the Board and Mr. Hartwig regarding the different lots and accessibility to the main roads. To which Ms. Fleet stated that each lot needs a certain amount of road frontage.

**MOTION WAS MADE BY BOARD MEMBER SPURRIER TO APPROVE THE SUBDIVISION APPLICATION OF A RE-PLAT OF THE ROSSLAND COURT SUBDIVISION. THE MOTION WAS SECONDED BY VICE-CHAIR FRANCIS. THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL: AYES – BOARD MEMBERS LEWIS AND SPURRIER, VICE-CHAIRMAN FRANCIS AND CHAIRMAN HADDOCK. NAYS – NONE.**

## **BOARD DISCUSSION / COMMENTS**

Ms. Spurrier inquired about the status of Zaxby's and the possibility of a Burger King. Ms. Fleet said that Zaxby's is still involved in the lawsuit with the property owners behind the proposed location. She also said there was no information regarding a Burger King.

Mr. Lewis talked about a river cruise he recently went on. He spoke with the captain and told him about our city and the ports. He told Mr. Lewis they would like to have a riverboat in the St. Johns River by the end of 2017.

Mr. Kelly Hartwig stated that he would soon be turning in the Letter of Intent for a complete remodel of a site on North Orange Avenue.

**ADJOURNMENT**

There being no further business to come before the Planning and Zoning Board, this meeting was adjourned at 6:02 p.m.

City of Green Cove Springs, Florida

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Marilyn Haddock, Chairman

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Janis K. Fleet, AICP  
Development Services Director