

**MINUTES OF THE JULY 31, 2018
REGULAR MEETING
GREEN COVE SPRINGS PLANNING AND ZONING BOARD**



CALL TO ORDER

The regularly scheduled meeting of the Green Cove Springs Planning and Zoning Board was held on Tuesday, July 31, 2018, in the City Council Chambers, 321 Walnut Street, Green Cove Springs, Florida.

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

ROLL CALL

Board Members Present: Henrietta Francis
Robert Lewis
Sara Spurrier, Vice Chairman
Ed Gaw, Chairman

Staff Members Present: L.J. Arnold, III, City Attorney
Danielle Judd, City Manager
Mike Null, Assistant City Manager
Scott Schultz, Assistant Water/Wastewater Manager
Gerry Dedenbach, Consultant Planner
Heather Glisson, Development Services Representative

Board Members Absent: Marilyn Haddock

Staff Members Absent: None

APPROVAL OF MINUTES

A MOTION WAS MADE BY BOARD MEMBER FRANCIS TO APPROVE THE JUNE 26, 2018, MINUTES. THE MOTION WAS SECONDED BY BOARD MEMBER LEWIS. THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL: AYES – BOARD MEMBERS FRANCIS, LEWIS, VICE CHAIRMAN SPURRIER AND CHAIRMAN GAW. NAYES – NONE. THE MOTION PASSES 4-0.

PUBLIC HEARINGS

NONE

BOARD BUSINESS

201800434 – REVIEW OF A MASTER SITE DEVELOPMENT PLAN FOR THE REDEVELOPMENT OF THE HARBOR ROAD WASTEWATER TREATMENT FACILITY (WWTF)

Assistant City Manager Null reviewed with the Board which items of the facility will remain, which will go, and what will be built in each phase. He noted the work would be hidden behind large berms. The improvements will result in no visible changes from an exterior view. There will be no changes to the north,

east, or west boundaries, but along the southern boundary, where there are seven residences along the boundary in Gator Bay subdivision under Clay County jurisdiction, there will be a 16' low maintenance vegetative buffer and wooden paneling imitating an 8' high privacy fence.

Mr. Null clarified phases three and four would be carried out if service needs called for it.

Ms. Judd stressed outfall at the second site would not be lost. Mr. Schultz explained the south plant would be dormant, but the permit will be maintained such that the plant could be used again.

Ms. Judd stated the Electric Department, which is currently part of the Harbor Road WWTF, needs to be moved closer to Chapman. She noted the possibility of relocating it to the Reynolds Park area in 5 to 7 years.

Chairman Gaw asked for explanation on where power is being expanded north of Magnolia Point. Mr. Null stated County Road 209 and north US-17.

Chairman Gaw inquired if the modifications would cause any service disruptions. Mr. Schultz explained the current system will remain in effect until the new system is completely built and switch-over would occur in one day.

Mr. Null noted the Master Plan is based on future flow needs, not the customer base, because it is possible the customer base will not change but individual customer needs, such as needs at Reynolds Park, could change.

Chairman Gaw asked if we are fundamentally changing our process. Mr. Schultz remarked yes, the new facility will be advanced waste treatment, with phase one focusing on reclaimed water, to mitigate our environmental impact. He described the need for increased flow based on the number of new homes being built. He elaborated that increasing the flow of reclaimed water reduces withdrawals needed from the aquifer. As consumptive use permits are renewed, the Water Management District will look to see if actions like this have been taken to improve the use situation. Mr. Null added our consumptive use permit is up for renewal in 2024.

Chairman Gaw inquired if other municipalities have similar facilities. Mr. Schultz stated some small communities have similar facilities and Clay County has the same concept in place on a larger scale. He noted it is an energy efficient, expandable, proprietary design that's been tested with good result.

A MOTION WAS MADE BY BOARD MEMBER LEWIS TO RECOMMEND TO CITY COUNCIL THE APPROVAL OF 201800434, A MASTER SITE DEVELOPMENT PLAN FOR THE REDEVELOPMENT OF THE HARBOR ROAD WASTEWATER TREATMENT FACILITY LOCATED AT 1277 HARBOR ROAD WITH THE FOLLOWING CONDITIONS:

- 1. ALL COMMENTS GENERATED BY CITY DEPARTMENTS MUST BE ADDRESSED PRIOR TO ISSUANCE OF THE BUILDING PERMIT.**

THE MOTION WAS SECONDED BY BOARD MEMBER FRANCIS. THE MOTION WAS APPROVED BY THE FOLLOWING ROLL CALL: AYES – BOARD MEMBERS LEWIS, FRANCIS, VICE-CHAIRMAN SPURRIER, AND CHAIRMAN GAW. NAYES – NONE. THE MOTION PASSES 4-0.

BOARD DISCUSSION

Chairman Gaw provided the Board and staff with a Times Union article titled Tree Lawns Keep City Green. He explained that Savannah has legislated tree lawns as a requirement in certain areas, which provides multiple benefits. He noted it would be beneficial to consider for Green Cove Springs as the City is designated a Tree City. Ms. Judd noted the steps already taken to improve city landscaping, such as the 6 / 6 / 6 requirement in the Gateway Corridor, where a six-foot landscaped strip, a six-foot pedestrian walkway, and then another six-foot landscaped strip are required.

Mr. Dedenbach explained the potential issues such as conflicts with utilities and areas with landscaping restrictions made by the Florida Department of Transportation but noted he has been a part of making

similar changes in other municipalities and could provide guidance. He agreed it is a good idea because it encourages people to walk in the City which can generate business. Chairman Gaw contributed the following proverb: “Society grows best when old men plant trees under whose shade they shall never sit.”

Chairman Gaw mentioned Food Truck Friday had a great turnout in July. The next Food Truck Friday will be held on August 10.

STAFF COMMENTS

City Attorney Arnold indicated he would be helping the City pick up where Julie left off in the recodification project which will be brought to Board in the near future.

Ms. Judd noted the next Board meeting would likely see a land use change brought forward.

Mr. Dedenbach presented a revision to the City’s Development Review Deadlines chart. He explained the City will now offer pre-application meetings to provide applicants with a clear picture of the process, as well as provide applications, pertinent code sections, and guidance so the applicant can submit a complete application.

Ms. Judd stated the next Board meeting will be held Wednesday, August 29, 2018.

ADJOURNMENT

There being no further business to come before the Planning and Zoning Board, this meeting was adjourned at 5:52 p.m.

City of Green Cove Springs, Florida

Ed Gaw, Chairman

Danielle Judd, City Manager