

*City of Palatka*  
*Building & Zoning*  
*201 W. 2<sup>nd</sup> Street*  
*Palatka, Florida 32177*  
*386-329-0103 • Fax 386-329-0172*



## PLANNING BOARD

July 7, 2009

### AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes of June 2, 2009
4. Read "To Appeal Any Decision" and request disclosure of any "Ex Parte Communication" be made prior to each case
5. OLD BUSINESS

**Case PB08-29**      **Address:**    N 16<sup>th</sup> from Reid St. to St. Johns Ave.  
                          **Applicant:**   St. Johns Automotive Real Estate LLC  
                          **Agent:**        Juli Holmes

**Request:** A request to close that portion of N 16<sup>th</sup> St from Reid St. to St. Johns Ave.

1. Public Hearing
2. Regular Meeting

### NEW BUSINESS

**Case PB 09-16**      **Address:**    Ashbrooke Estates  
                          **Parcel(s):**    10-10-26-0000-0010; 0020; 0030; and 0040  
                          **Applicant:**    Kenneth M. & Susan M. Downs and Brooke D. & Jared Guy

**Request:**        To rezone from R-4 (Mobile home/conventional home residential district) to R-1 (Single-family residential) for three +/- acres.

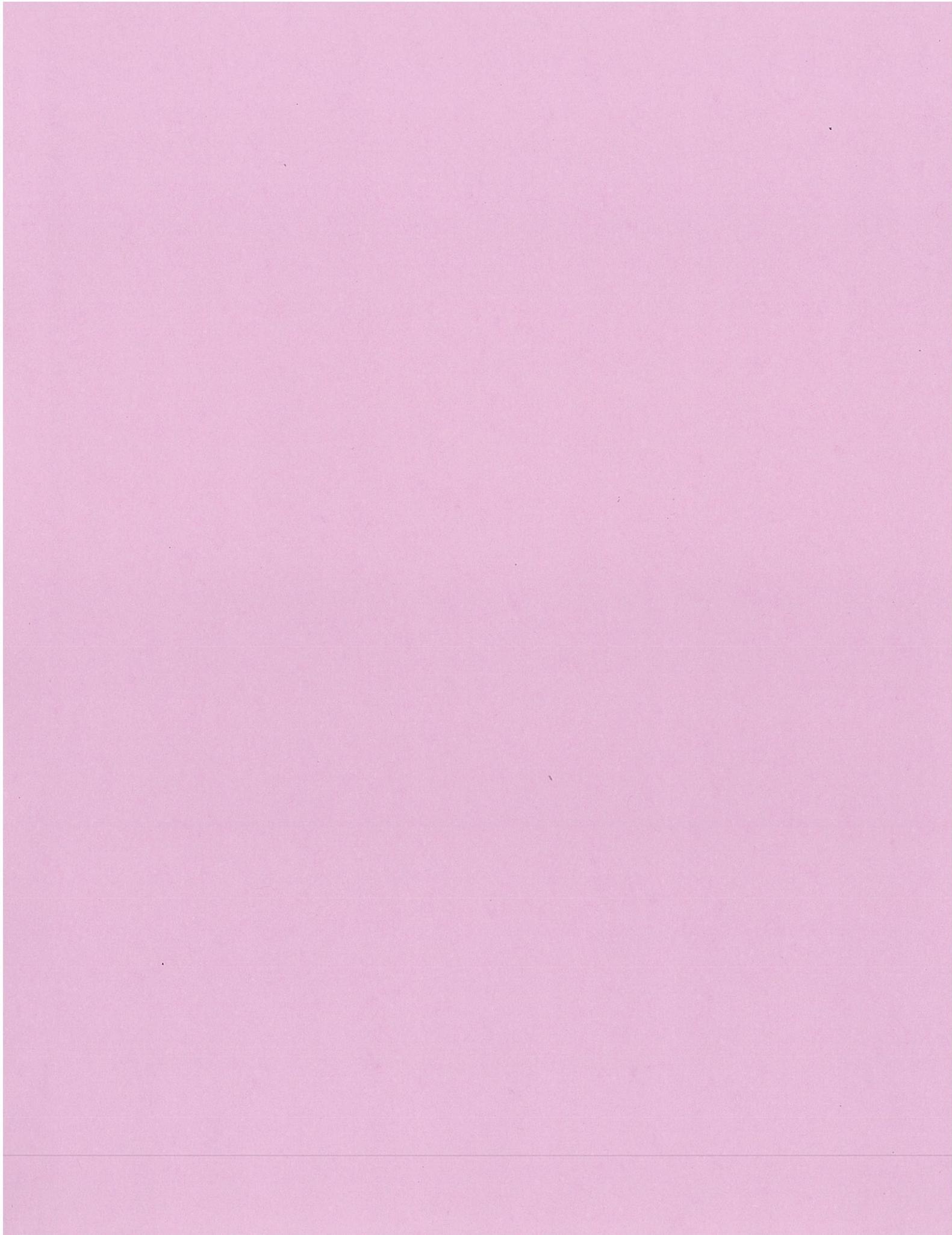
1. Public Hearing
2. Regular Meeting

**Planning Board Agenda  
July 7, 2009**

7. **Adjournment** – Next meeting will be August 4, 2009

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE PLANNING BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING WILL NEED A RECORD OF THE PROCEEDINGS, THAT INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED, AT THE EXPENSE OF THE APPELLANT. F.S. 286.0105

PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE CITY BUILDING DEPARTMENT AT 329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.



## Planning Board Minutes & Proceedings

June 2, 2009

Page 1 of 3

Meeting called to order by Chairperson Carl Stewart at 4:00PM. **Members present:** Sue Roskosh, Ezekiel Johnson, Earl Wallace, Randy Braddy, and Anthony Harwell. **Members absent:** Clem Saccareccia, Zachary Landis and Phil Leary. Also present: Assistant Planning Director, Debbie Banks; Recording Secretary, Pam Sprouse and City Attorney, Donald Holmes.

**Motion** made by Randy Braddy to approve the minutes of the May 5, 2009 meeting. Seconded by Sue Roskosh. All members present voted affirmative. Motion carried.

Debbie Banks read "To Appeal Any Decision."

Mr. Stewart requested that any Ex-Parte Communication be disclosed prior to each case.

### OLD BUSINESS

**Case PB 07-32**      **Address:**      3895, 4001, 4003 & 4005 Reid Street  
**Parcel(s):**      03-10-26-0000-0010-0011 and 03-10-26-0000-0010-0013  
**Applicant:**      Palatka Vest, LLC and Athens Vest, Inc.

**Request:**      To annex into the City of Palatka city limits, amend the Future Land Use Map (small scale) from County Urban Service to City Industrial, and rezone from County Industrial to City M-1 (Industrial) and to amend the Future Land Use Map (small scale) from County Urban Service to City Industrial

### (Public Hearing)

Ms. Banks gave a brief overview, explaining that this case was tabled two months ago to allow staff time to meet with the owner, to discuss concerns expressed by the Board, regarding adult entertainment establishments and billboards. She explained that the M-1 and C-2 zoning districts allow adult entertainment establishments, and that billboards are only allowed in the M-1 zoning district. Rezoning this property to C-2 would make the existing use non-conforming, as warehouses are only allowed as a Conditional Use. She stated another option would be, for a Planned Unit Development (PUD) with an M-1 overlay zoning. This could protect the entry into the City and that area around the airport, and allow the existing business. However, if the use were to change or expand in the future, they would be required to come before the Board for a Conditional Use. She advised that she believed attaching a PUD would really be the best protection for everyone concerned.

Stan Bullington, Atlanta, Ga., stated that they own the Champion Storage here in Palatka, along with several others located mainly in Florida. He said that they wanted to protect their current specifications and that they were open to options. Their concerns were of possible conflicts with the insurance companies and the covenants of his lending institute. He believed that the property has been built out and has no intentions of expanding.

Discussion ensued regarding the possibility of approving the request as listed above with an attached Planned Unit Development with an M-1 Zoning overlay.

Mr. Holmes agreed that this could be the best option for all concerned.

Stan Bullington stated that they could provide any documents necessary and would be willing to work with staff's timeline.

**Planning Board Minutes & Proceedings**

**June 2, 2009**

**Page 2 of 3**

**Case PB 07-32** 3895, 4001, 4003 & 4005 Reid Street – continued.

Ms. Banks advised that this option would require a re-advertisement.

**Motion** made by Randy Brandy to table this case to allow staff time to do a PUD staff review and report and re-advertise. Seconded by Earl Wallace. All members present voted affirmative. Motion carried.

**NEW BUSINESS**

**Case PB 09-10**      **Address:** 3323 and 3403 St Johns Avenue  
**Parcel(s):** 11-10-26-0000-0120-0120- and 11-10-26-0000-0122-0000  
**Applicant:** A Women’s Resource Center

**Request:** To annex into the City of Palatka city limits, amend the Future Land Use Map (small scale) from County Urban Service to City Commercial and rezone from County Commercial, Professional Office (CPO) and Single-family Residential (R1-A) to City Commercial Neighborhood District (C1-A).

**(Public Hearing)**

Ms. Banks advised that this case is part of the backlog. That water and sewer services have been afforded the property owners. She stated that there were no comments received regarding the public notices sent out or the advertisement and that no comments were received from the inter-departmental reviews.

**(Regular Meeting)**

**Motion** made by Randy Braddy to forward recommendation of approval to the City Commission to annex into the City of Palatka city limits, amend the Future Land Use Map (small scale) from County Urban Service to City Commercial and rezone from County Commercial, Professional Office (CPO) and Single-family Residential (R1-A) to City Commercial Neighborhood District (C1-A). Seconded by Earl Wallace. All members present voted affirmative. Motion carried.

**Case PB 09-15**      **Address:** 200 S State Road 19  
**Parcel(s):** 11-10-26-0000-0143-0000  
**Applicant:** Kinko Foods, Inc.

**Request:** For a conditional use to sell alcohol within 300 feet of another established licensed premise selling alcohol.

**(Public Hearing)**

Ms. Banks advised that K-mart, Publix, and CVS are existing off-premise alcohol sales establishments, in close proximity of this request. That staff’s findings, under the Conditional Use review process, did not determine any issues with items A – K. No comments were received from the notices sent out regarding this request. Staff recommended approval.

The owner was present and stated that they were hoping to open within 3 weeks.

**Planning Board Minutes & Proceedings**

**June 2, 2009**

**Page 3 of 3**

**Case PB 09-15** 200 S State Road 19 - continued

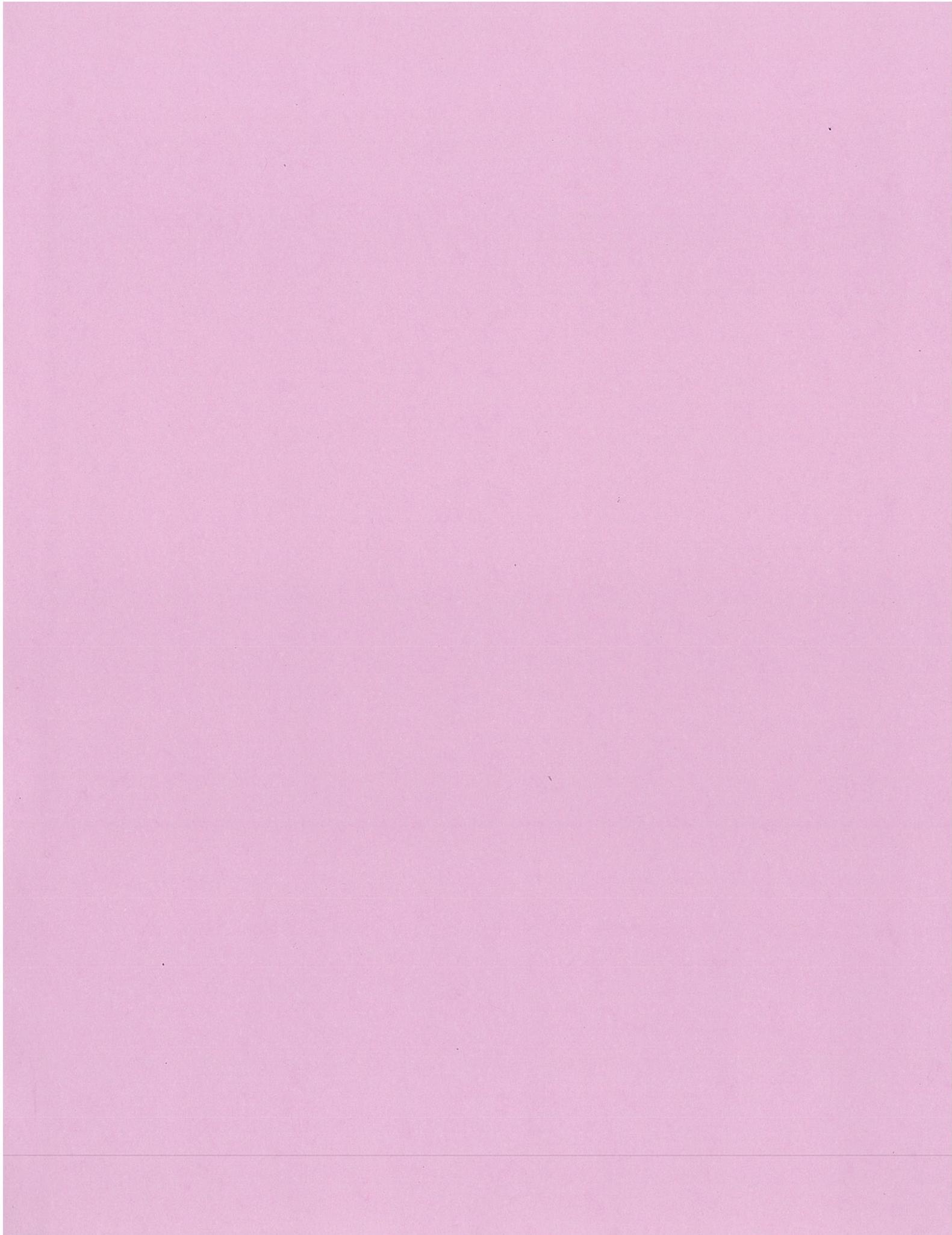
**(Regular Meeting)**

**Motion** made by Randy Braddy to approve the request for a conditional use to sell alcohol within 300 feet of another established licensed premise selling alcohol. Seconded by Ezekiel Johnson. All present voted, motion carried.

**Other Business**

Ms. Banks announced that the Holiday Inn Express has pulled their building permit last week and are moving forward with construction.

**Motion** made by Sue Roskosh for adjournment at 4:15 pm. Seconded by Randy Braddy. All present voted affirmative. Motion carried.





# City of Palatka

Building & Zoning

201 W. 2<sup>nd</sup> Street

Palatka, Florida 32177

386-329-0103 • Fax 386-329-0172



## MEMORANDUM

**DATE:** June 18, 2009

**TO:** Planning Board

**FROM:** Jim Lee, Planning Director

**SUBJECT:** N 16<sup>th</sup> from Reid Street to St. Johns Ave Street Closing request

As you are aware, this request has been continued several times by the Planning Board, at the applicant's request. The last continuance was approved by the Planning Board on April 24, 2009, until July 7, 2009. Prior continuances had been approved on November 4, 2008, January 6, 2009, February 3, 2009, March 3, 2009, April 7, 2009, and May 5, 2009. The reason for these continuations has been for the applicant to provide the Planning Board with information indicating the amount and direction of traffic on this portion of 16<sup>th</sup> Street.

Staff had worked with the applicant on gathering this information. But after review, it was determined not to be of sufficient quality to present to the Planning Board. The applicant had indicated that they would begin the process of hiring a traffic engineer to provide this information to the Planning Board.

On June 12, 2009, the applicant informed Staff that they would not be hiring a traffic engineer because of the costs involved, and requested that the street closing be heard by the Planning Board on July 7, 2009. Staff has notified all interested parties of the applicant's intent.

If I can provide any additional information, please let me know.

# Application for Street Closing/ Vacating Street Name Change/Vacating an Easement

This application must be typed or printed in black ink and submitted with any required attachments and application fee of \$130.00 (Checks payable to the City of Palatka) to:

City of Palatka Planning & Zoning  
201 N 2<sup>nd</sup> Street  
Palatka, FL 32177

Application Number: PB - <u>08-29</u>
Date Received: _____
Hearing date: _____

FOR INFORMATION REGARDING THIS FORM, CALL (386)329-0103

TO BE COMPLETED BY APPLICANT	
Street Name and segment of street to be closed/vacated or legal description of easement to be vacated: <u>N 10<sup>th</sup> Street - Close segment between Reid Street + St. Johns Ave</u>	
Street Type: <input checked="" type="checkbox"/> Paved <input type="checkbox"/> Brick <input type="checkbox"/> Dirt <input type="checkbox"/> Unopened	Total length of the street segment/easement: <u>Carroll - St. Johns = 1745.17 / Madison - Wapalaw = 2811.17</u> Total length of street/easement to be closed/vacated: <u>≈ 329 ft</u>
Why is the applicant requesting that the street segment/easement be closed or vacated? <u>In an effort to enhance the security of the business' assets and the safety of the business' patrons.</u>	
<input checked="" type="checkbox"/> If the applicant owns property adjacent to the street segment/easement, attach copy of recorded deed including parcel number.	
<input checked="" type="checkbox"/> Survey (if required) or drawing of proposed area to be closed/vacated (Attached)	
Owner Name: <u>St. Johns Automotive Real Estate LLC</u>	
Owner Address: <u>1401 Reid St.</u> <u>Palatka, FL 32177</u>	
Phone Number: _____	
Agent Name: <u>Juli Holmes</u>	
Agent Address: <u>256 Hwy 17 N</u> <u>Palatka FL 32177</u>	
Phone Number: <u>386-916-5258</u>	



This application submitted by:

Signature of owner(s):

Preston B. Sloan Member/Manager  
St. Johns Automotive Real Estate, LLC

Print owner(s) names(s):

Preston B Sloan

Signature of Agent(s):

Juli Holmes

Print Agent(s) names:

Juli Holmes

**STATE OF FLORIDA**

County of Putnam

Before me this day personally appeared Preston B Sloan / Juli Holmes who executed the foregoing application and acknowledged to and before me that Preston B Sloan / Juli Holmes executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 1<sup>st</sup> day of OCTOBER A.D. 2008.



[Signature]

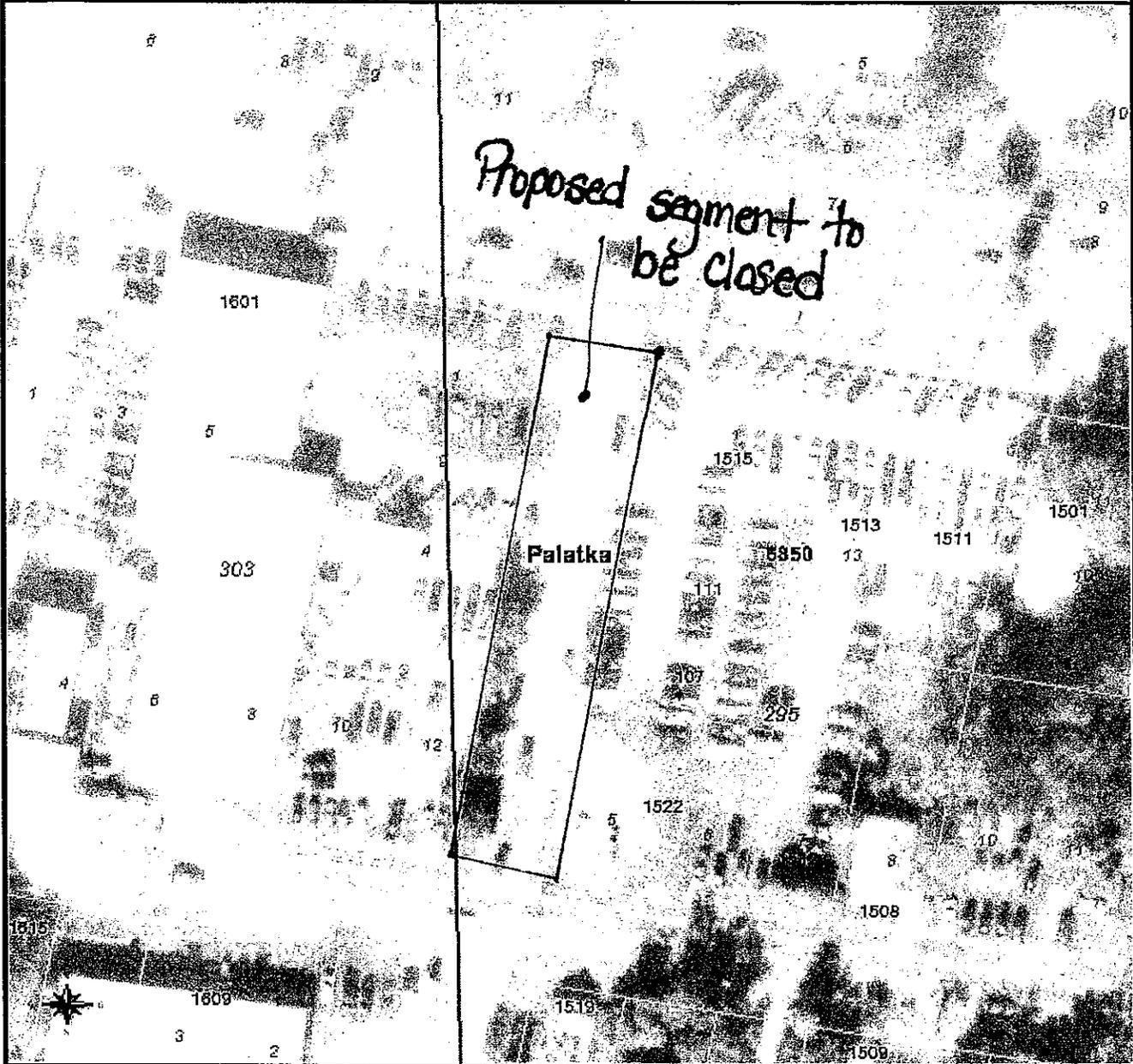
Notary Public

My commission expires: 09-28-2011

State of Florida at Large

FOR OFFICIAL USE ONLY			
Date Submitted	Received By:	Preliminary review by:	
Sign(s) Posted	Surrounding property owners notices sent:	Legal Ad Ran:	Attachments Reviewed:
Date:	Date:	Date:	<input type="checkbox"/> Legal Description
By:	By:		<input type="checkbox"/> Copy of Recorded Deed
			<input type="checkbox"/> Fees

# Putnam County



Today is 9/16/2008 - Putnam County, FL - GIS Office - Copyright(c)2008

0 0.016m



Copyright 2008  
 Putnam County GIS  
 P.O. Box 307  
 Palatka, FL 32178



- Legend**
- Community Name
  - Addresses
  - Block Number
  - Lot Number
  - Township Range
  - Hydrography
  - Parcels
  - Subdivisions
  - Municipal Boundary
  - Crescent City
  - Interlachen
  - Palatka
  - Pomona Park
  - Wesley
  - 2006 Aerials

Disclaimer: All provided Putnam County GIS data are to be considered a generalized spatial representation that is subject to revisions. This information is provided as a visual representation only and is not to be used as a legal or official representation of legal boundaries. The Putnam County Board of County Commissioners as well as the constitutional offices including the Clerk of the Court, Property Appraiser, Sheriff, Supervisor of Elections, and Tax Collector assume no responsibility associated with its misuse.



## Florida Department of Transportation

CHARLIE CRIST  
GOVERNOR

3600 DOT Road  
St. Augustine, FL 32084

STEPHANIE C. KOPELOUSOS  
SECRETARY

June 24, 2008

Beck Automotive  
256 US 17  
Palatka, FL 32177  
Attention: Juli Holmes

Dear Juli,

Per our meeting and conversations, we do not oppose the closing of 16<sup>th</sup> Street at SR 15 (US 17); however, the City of Palatka must make the final approval. If you move forward with this proposal, you will need to obtain a permit for the work within the department's right of way necessary to facilitate the street closure.

If you have any questions, please feel free to call me at (904) 825-5023.

Sincerely,

A handwritten signature in cursive script that reads "CB Walker".

Connie B. Walker  
Maintenance Permits Manager

**City of Palatka  
Utilities Dept.  
1010 Ocean St.  
Palatka FL 32177**

# Memo

**To:** Debbie Banks, Assistant Planning Director  
**From:** Ed Chandler, Superintendent of Streets  
**CC:** file  
**Date:** 10/10/2008  
**Re:** 100 block of N. 16<sup>th</sup> St.

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This portion of 16<sup>th</sup> St. contains storm catch basins and a storm line from St. Johns Ave. to Reid St. If the road is closed we would need an easement over the storm lines for maintenance.

Ed Chandler, Superintendent



10/10/08

**City of Palatka  
Utilities Dept.  
1010 Ocean St.  
Palatka FL 32177**

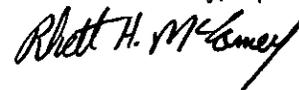
# Memo

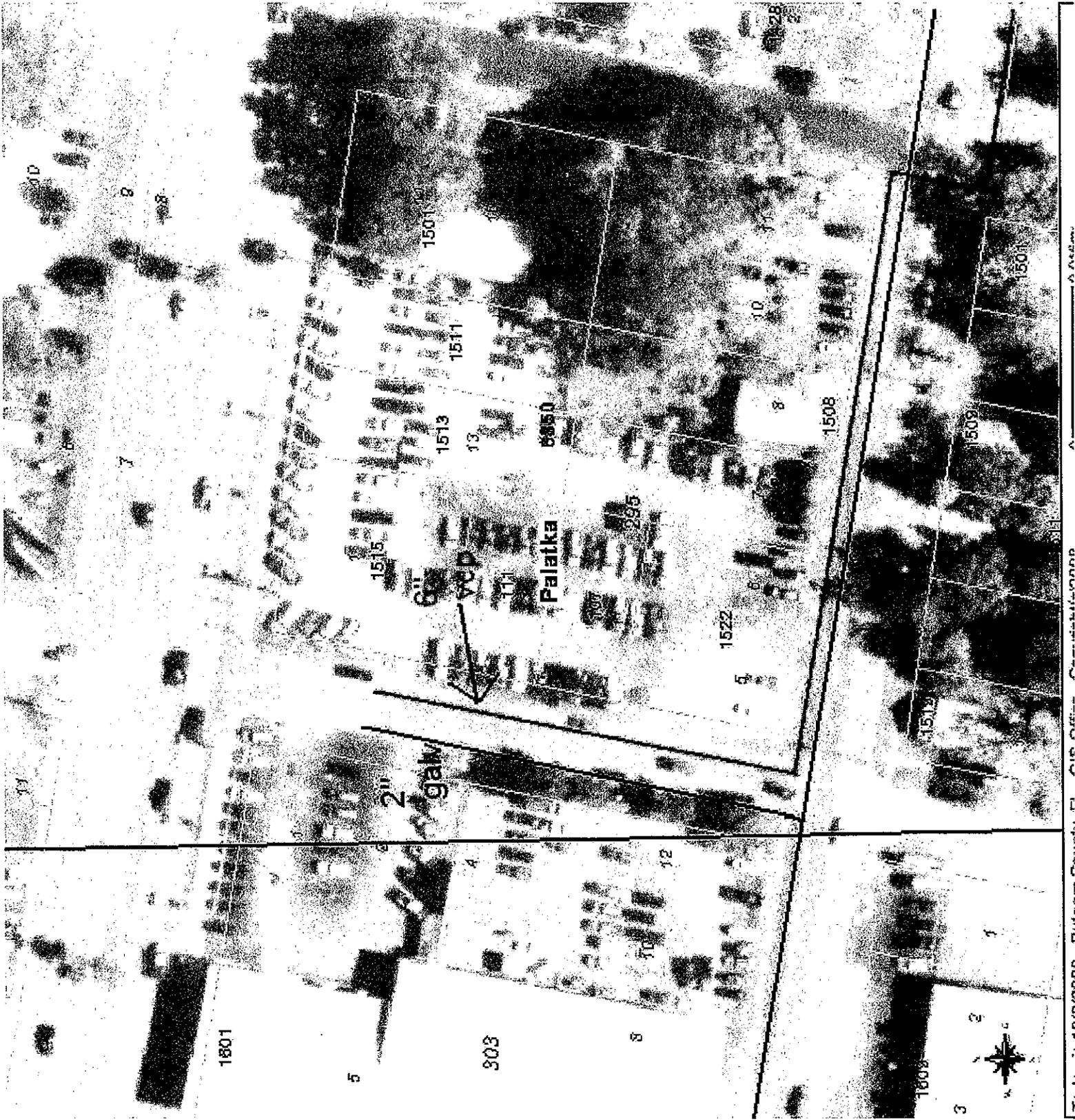
**To:** Debbie Banks, Assistant Planning Director  
**From:** Rhett McCamey, Superintendent of Utilities  
**CC:** file  
**Date:** 10/9/2008  
**Re:** 100 Block of N. 16<sup>th</sup> St. Closure

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The Water and Sewer Dept. have a 2" galvanized water line and 6" clay sewer line in the 100 block of N. 16<sup>th</sup> St. They no longer serve anything since the houses have been torn down. If the street is closed we can cap off these old lines.

Rhett McCamey, Superintendent





October 7, 2008

To: Asst. Planner

Fm:  CBO

Re: Case 8-29

The only thing I can think of that would hinder closure would be utility lines if any. If FP&L and AT&T, Palatka Gas and city Public Works have no issues, I approve.

10/10/08



TO: JIM LEE, PLANNING DIRECTOR  
FROM: GARY GETCHELL, CHIEF OF POLICE *gpe*  
SUBJECT: POLICE DEPARTMENT REVIEW OF PROPOSED STREET CLOSURE OF S. 16TH STREET  
BETWEEN REDI STREET AND ST. JOHNS AVENUE  
DATE: OCTOBER 9, 2008  
CC CMDR FELLS, FILE

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The Police Department is not opposed to the closure of 16<sup>th</sup> Street between Reid Street and St. Johns Avenue; however, the closure of any street does affect the routes utilized for public safety response. Obviously, the closure would require first responders to use alternate routes to respond to calls-for-service, but should not increase overall response times.

1010 Ocean Street  
Palatka, FL 32177  
Tel. (386) 329-0107  
Fax (386) 326-2788

*City of Palatka Public Works*  
*Sanitation/Streets Division*

**To:** Debbie Banks, Assistant Director PZ & B

**From:** Woody Boynton, Public Works Director 

**Date:** October 22, 2008

**RE:** N. 16<sup>th</sup> Street between Reid Street and St. Johns Ave.

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We take no exception to vacating this portion of N. 16<sup>th</sup> Street as long as the City is given an easement over the utilities currently existing at this location. The transfer should also include that no permanent structures may be built upon the property. However, without a site plan to review, it is difficult to make a comprehensive review of the proposal and ensure that appropriate safety measures are taken at St. Johns Ave and Reid Street (i.e. signage, curbing etc.). Therefore, we request that a site plan be submitted and reviewed prior to the property being vacated.

It would be appropriate to conduct traffic counts in this area to determine what affects closing the street would have on other residents or commercial users in the area. It is recommended that this traffic count include turning traffic into Beck's Service Center as it appears that much of the traffic currently using this street is for access to the service center. Cut-through traffic for areas south of this location can still be maintained at 15<sup>th</sup> or 17<sup>th</sup> Street and turn lanes exist at both intersections with Reid Street.

It is my understanding that a letter has been received from FDOT indicating that they take no exception to the lane closure. A permit from the FDOT should be solicited by the applicant and any conditions of the permit incorporated into the City's permit.

Should you have any questions, please call.



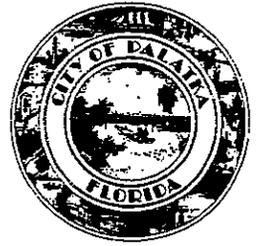
# *City of Palatka*

*Building & Zoning*

*201 N. 2<sup>nd</sup> Street*

*Palatka, Florida 32177*

*386-329-0103 • Fax 386-329-0172*



As an owner of adjacent property, you are hereby notified of a pending action before the Planning Board which may be of concern to you:

## **PUBLIC NOTICE**

Notice is hereby given that the **CITY OF PALATKA PLANNING BOARD** will hold a public hearing on **November 4, 2008** at 4:00 P.M. at City Hall, 201 N 2nd St. for the purpose of hearing the following matter:

### **Request to close that portion of N 16<sup>th</sup> Street between St. Johns Ave. and Reid St.**

**Location:** N 16<sup>th</sup> between St. Johns Ave. and Reid St.

**Applicant:** St. Johns Automotive Real Estate LLC

**Case:** PB 08-29

All interested parties are invited to attend this public hearing.

Debbie Banks  
Assistant Planning Director

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE PLANNING BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING WILL NEED A RECORD OF THE PROCEEDINGS, THAT INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED, AT THE EXPENSE OF THE APPELLANT. F.S. 286.0105

PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE BUILDING & ZONING DEPARTMENT AT (386)329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.

**Planning Board Minutes & Proceedings**

**May 5, 2009**

**Page 1 of 2**

Meeting called to order by Chairperson Carl Stewart at 4:00PM. **Members present:** Sue Roskosh, Ezekiel Johnson, Earl Wallace, Randy Braddy, Zachary Landis, Phil Leary, and Anthony Harwell. **Members absent:** Clem Saccareccia. Also present: City Attorney, Donald Holmes; Planning Director, Jim Lee; Assistant Planning Director, Debbie Banks and Recording Secretary, Pam Sprouse.

**Motion** made by Randy Braddy to approve the minutes of the April 7, 2009 meeting. Seconded by Phil Leary. All members present voted affirmative. Motion carried.

Jim Lee read "To Appeal Any Decision."

Mr. Stewart requested that any Ex Parte Communication be disclosed prior to each case.

**OLD BUSINESS**

**Case PB 07-32**      **Address:**      3895, 4001, 4003 & 4005 Reid Street  
**Parcel(s):**      03-10-26-0000-0010-0011 and 03-10-26-0000-0010-0013  
**Applicant:**      Palatka Vest, LLC and Athens Vest, Inc.

**Request:**      To annex into the City of Palatka city limits, amend the Future Land Use Map (small scale) from County Urban Service to City Industrial, and rezone from County Industrial to City M-1 (Industrial) and to amend the Future Land Use Map (small scale) from County Urban Service to City Industrial

Request to continue until the June 2, 2009 meeting.

**(Public Hearing)**

Letter of request from the applicant was presented in the agenda packet.

**Motion** made by Sue Roskosh to table this request until the June 2, 2009 meeting at 4:00 pm. Seconded by Ezekiel Johnson. All members present voted affirmative. Motion carried.

 **Case PB 08-29**      **Address:**      N 16<sup>th</sup> from Reid Street to St. Johns Ave.  
**Applicant:**      St. Johns Automotive Real Estate LLC  
**Agent:**      Juli Holmes

**Request:**      To close that portion of N 16<sup>th</sup> St from Reid Street to St. Johns Ave.

Request to continue until the July 7, 2009 meeting.

**(Public Hearing)**

Letter of request from staff was presented in the agenda packet.

**(Regular Meeting)**

**Motion** made by Zachary Landis to table this request until the July 7, 2009 meeting at 4:00 pm. Seconded by Sue Roskosh. All members present voted affirmative. Motion carried.

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**Planning Board Minutes & Proceedings**

**April 7, 2009**

**Page 1 of 3**

Meeting called to order by Co-Chairperson Sue Roskosh at 4:00PM. **Members present:** Ezekiel Johnson, Earl Wallace, Randy Braddy, Zachary Landis, Phil Leary and Anthony Harwell. **Members absent:** Carl Stewart, Clem Saccareccia and School Board Representative. Also present: City Attorney, Donald Holmes; Planning Director, Jim Lee; Assistant Planning Director, Debbie Banks and Recording Secretary, Pam Sprouse.

**Motion** made by Randy Braddy to approve the minutes of the March 3, 2009 meeting. Seconded by Phil Leary. All members present voted affirmative. Motion carried.

Jim Lee read "To Appeal Any Decision."

Ms. Roskosh requested that any Ex Parte Communication be disclosed prior to each case.

**OLD BUSINESS**

**Case PB 08-29**      **Address:**      N 16<sup>th</sup> from Reid Street to St. Johns Ave.  
                         **Applicant:**      St. Johns Automotive Real Estate LLC  
                         **Agent:**              Juli Holmes  
  
                         **Request:**        To close that portion of N 16<sup>th</sup> St. from Reid Street to St. Johns Ave.

**(Public Hearing)**

Staff requested that this case be continued until the May 5, 2009 meeting to allow for further analysis.

**(Regular Meeting)**

**Motion** made by Phil Leary to table this request until the May 5, 2009 meeting at 4:00 pm. Seconded by Randy Braddy. All members present voted affirmative. Motion carried.

**NEW BUSINESS**

**Case PB 06-24**      **Address:**        2403 Tommy Avenue (13-10-26-6790-0000-0150)  
                         **Applicant:**      Lorraine Wetherington & Marcia A. Carr  
  
                         **Request:**        To annex into the City of Palatka city limits, amend the Future Land Use Map (small scale) from County Urban Reserve to City Low Density Residential and rezone from County R 1-A (single-family residential) to City R 1-A (single-family residential)

**(Public Hearing)**

Ms. Banks advised that this request was previously heard by the Planning Board, and was stopped in the midst of the process, due the State moratorium that had been placed on the City. She additionally advised that this annexation request was for utilities that have been connected.

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Mar 09

**OLD BUSINESS**

**Case PB 08-29**      **Address:**    N 16<sup>th</sup> from Reid Street to St. Johns Ave.  
                         **Applicant:**   St. Johns Automotive Real Estate LLC  
                         **Agent:**        Juli Holmes

**Request:** To close that portion of N 16<sup>th</sup> St from Reid Street to St. Johns Ave.

**(Public Hearing)**

Ms. Lee advised that the applicant requested to continue this request until the April 7, 2009 meeting as they are waiting on traffic counts.

**(Regular Meeting)**

**Motion** made by Phil Leary to table this case until the April 7, 2009 meeting at 4:00 pm. Seconded by Sue Roskosh. All present voted affirmative. Motion carried.

**Motion** made by Phil Leary for adjournment at 4:39 pm. Seconded by Sue Roskosh. All present voted affirmative. Motion carried.

**PLANNING BOARD**  
**January 6, 2009**  
**Minutes & Proceedings**  
**Page 1 of 8**

Meeting called to order by Chairman Carl Stewart at 4:00PM. **Members present:** Ezekiel Johnson, Earl Wallace, Sue Roskosh, Clem Saccareccia, Randy Braddy, Zachary Landis, and Anthony Harwell.  
**Members absent:** Leigh Rion and School Board Representative. Also present: City Attorney, Donald Holmes; Planning Director, Jim Lee; Assistant Planning Director, Debbie Banks and Recording Secretary, Pam Sprouse.

**Motion** made by Clem Saccareccia to approve the minutes of the December 2, 2008 meeting. Seconded by Sue Roskosh. All present voted affirmative, motion carried.

Jim Lee read, "To Appeal any Decision."

Mr. Stewart requested that any Ex Parte Communication be disclosed prior to each case.

**OLD BUSINESS**

**Case 08-29**    **Address:**    N 16<sup>th</sup> from Reid St. to St. Johns Ave.  
                  **Applicant:**    St. Johns Automotive Real Estate LLC  
                  **Agent:**         Juli Holmes

**Request:**     A request to close that portion of N 16<sup>th</sup> St from Reid St. to St. Johns Ave.

**(Public Hearing)**

Ms. Banks read into the record a letter from the applicant requesting a continuation of this case to the February 3, 2009.

**(Regular Meeting)**

**Motion** made by Sue Roskosh to continue the request until the February 3, 2009 meeting at 4:00 pm. Seconded by Ezekiel Johnson. All present voted affirmative, motion carried.

**NEW BUSINESS**

**Case 08-43**    **Location:** 2801 Kennedy Street  
                  **Parcel #:** 12-10-26-0000-0420-0000  
                  **Owner:** Putnam County  
                  **Agent:** Robert E. Taylor

**Request:**     For a conditional use for a dental clinic in an R-3 zoning district

**(Public Hearing)**

Ms. Banks advised that there was no response received from the advertisement or notices sent to surrounding property owners, and recommended approval.

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**PLANNING BOARD**  
**November 4, 2008**  
**Minutes & Proceedings**  
**Page 3 of 5**

**Case 08-27 – continued**

Mr. Leary commented that precedence has already been set with the closing of Hotel Street and in all practicality the City should close all those roads down there, not vacating their easements for drainage, but ingress/egress is a problem and a concern of the property owners, but more importantly, the property owners understand that the City doesn't have the money to bulkhead, to stop the erosion and settling.

**(Regular Meeting)**

**Motion** made by Earl Wallace to table this case until the regularly scheduled meeting of December 2, 2008 at 4:00 pm. Seconded by Sue Roskosh. With no opposition, motion carried.

**Case 08-28**    **Location:**    200 South State Rd. 19; 11-10-26-0000-0143-0000  
                  **Applicant:**    JJ's Wash Barn LLC  
                  **Agent:**            Alann Engineering Group, Inc. - Kimberly Buck  
                  **Request:**        Rezone from C-1 (general commercial) to C-2 (intensive commercial).

**(Public Hearing)**

Ms. Banks advised that this request provides for a consistency of zoning as most of the corridor there on Highway 19 is zoned C-2. Staff recommends approval.

Kimberly Buck, representative of Alann Engineering Group, Inc. advised that this would be their fourth store of this type of drive through convenience store and that this property is quite conducive for this use.

**(Regular Meeting)**

Discussion ensued regarding the existing retention pond behind the property and with the intention of relocating some existing non-impervious land, there should not be a need to enlarge the size of the existing retention pond.

**Motion** made by Randy Braddy to approve the request to rezone from C-1 (general commercial) to C-2 (intensive commercial). Seconded by Sue Roskosh. With no opposition, motion carried.

\* **Case 08-29**    **Address:**        N 16<sup>th</sup> from Reid St. to St. Johns Ave.  
                  **Applicant:**     St. Johns Automotive Real Estate LLC  
                  **Request:**        to close that portion of N 16<sup>th</sup> St from Reid St. to St. Johns Ave.

**(Public Hearing)**

Ms Banks advised that the applicant requested to continue until the January 6, 2009 meeting and was here to make a formal request.

**PLANNING BOARD**  
**November 4, 2008**  
**Minutes & Proceedings**  
**Page 4 of 5**

**Case 08-29 – continued**

Juli Holmes, representative of St. Johns Automotive Real Estate LLC read into the record the written request submitted to staff for a continuance to provide additional research of utility easements until the January 6, 2009 meeting date.

**(Regular Meeting)**

**Motion** made by Sue Roskosh to continue this request until the January 6, 2009 meeting at 4:00 pm. Seconded by Clem Saccareccia. With no opposition, motion carried.

**Case 08-30**    **Address:**    715 Reid Street; 42-10-27-6850-0550-0040  
                  **Owner:**        William & Edith Ennis  
                  **Request:**        Conditional use for light manufacturing (modular deck parts) incidental to a retail use.

**(Public Hearing)**

Ms. Banks advised the current C-2 zoning allows for this use, as a conditional use, and that no responses to the mailing or the advertisement were received. She did comment that the screening and buffering requirements will need to be addressed and has discussed this with Mr. Ennis. She recommended approval with the following conditions:

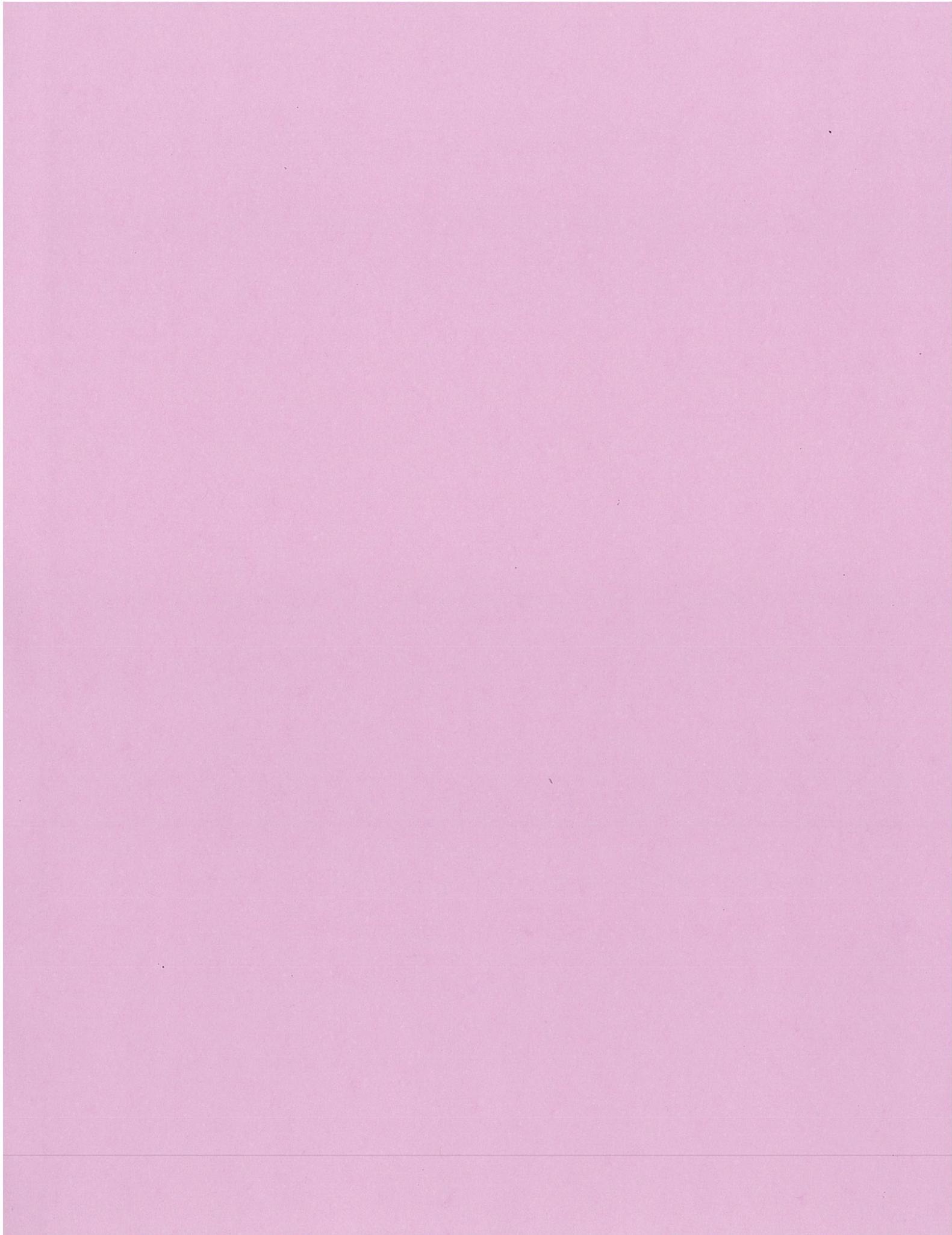
1. Screening/buffering will comply with one of the options listed in Table 94-304B
2. There will be six (6) required parking spaces and one (1) handicap space
3. There will be no more than ten (10) employees
4. All manufacturing will be in a completely enclosed building
5. A business tax receipt will be obtained prior to opening and maintained through the existence of the business.

Bill Ennis, 2114 President St. Palatka, explained that all the manufacturing is done inside the building and they will have a retail area with displays inside the building. He added that they do not have any large equipment that the equipment that will be used is the same, as a homeowner would use.

Robert Taylor spoke in favor of the request.

**(Regular Meeting)**

**Motion** made by Clem Saccareccia to approve the request for conditional use for light manufacturing subject to staff conditions. Seconded by Zachary Landis. With no opposition, motion carried.



**PLANNING BOARD REPORT**  
**July 7, 2009 Regular Meeting**

**SUBJECT:** CASE PB 09-16 Ashbrooke Estates

**A. REQUEST:**

Request to rezone from R-4 (Mobile home/conventional home residential district) to R-1 (Single Family Residential) for approximately 3 +/- acres.

**B. BACKGROUND:**

1. Owner: Kenneth M. & Susan M. Downs and Brooke & Jared Guy
2. Agent: NA
3. General Parcel Information:
  - a. Location: Ashbrooke Estates
  - b. Parcel #: 10-10-26-0085-0000-0010; 0020; 0030; 0040
  - c. Size: 3 +/- acres
  - d. Current Zoning: R-4
  - e. Requested Zoning: R-1
  - f. Current Land Use Map: Residential Medium Density
  - g. Requested Land Use Map: NA

**C. ADJACENT DEVELOPMENT:**

<u>DIRECTION:</u>	<u>ZONING:</u>	<u>FLUM:</u>	<u>CURRENT USE:</u>
North	R-1	RM – Residential Medium Density	Single-family homes
East	R-3	RH – Residential High Density	Church
South	R-1	RM – Residential Medium Density	Single-family homes
West	R-1	RM – Residential Medium Density	Single-family homes

**D. COMPLIANCE WITH THE PALATKA MUNICIPAL CODE:**

**Rezoning requirements**

When pertaining to the rezoning of land, the report and recommendations of the Planning Board to the City Commission shall show that the Planning Board has studied and considered the proposed change in relation to the following, where applicable (from Sec. 94-38(f)(1) of the Palatka Municipal Code):

**a. Whether the proposed change is in conformity with the comprehensive plan.**

**Policy A.1.9.3 9J-5.006(3)(c)7**

Land Development Regulations adopted, to implement this Plan shall be based on the following land use standards:

**A. Land Use Districts**

**1. Residential**

Residential land use is intended to be used primarily for housing and shall be protected from intrusion by land uses that are incompatible with residential density. Residential land use provides for a variety of land use densities and housing types.

Medium Density - provides for a range of densities up to 10 units per acre.

The applicant requests rezoning to R-1 (Single-family residential) district. This zoning category is consistent with the Residential Medium Density Future Land Use designation.

**b. The existing land use pattern.**

This rezoning will not affect the existing land use pattern but will provide consistency with neighboring parcels to the north, south, and west and is compatible with the church's residential high density land use to the east.

**c. Possible creation of an isolated district unrelated to adjacent and nearby districts.**

This rezoning will not create an isolated district but will provide a consistency with the adjacent parcels zoned R-1 to the north, south and west.

**d. The population density pattern and possible increase or overtaxing of the load on public facilities such as schools, utilities, streets, etc.**

Any building permits submitted will be reviewed for concurrency.

**e. Whether existing district boundaries are illogically drawn in relation to existing conditions on the property proposed for change;**

The existing district boundaries are not illogically drawn. With the approval of this request, the site's zoning will be consistent with the surrounding area.

**f. Whether changed or changing conditions make the passage of the proposed amendment necessary.**

While not necessary, the proposed rezoning will provide consistency of zoning with adjacent properties and remove the "island" of R-4 zoning of city annexed properties in this neighborhood.

**g. Whether the proposed change will adversely influence living conditions in the neighborhood.**

This proposal will not adversely affect living conditions in the neighborhood.

**h. Whether the proposed change will create or excessively increase traffic congestion or otherwise affect public safety.**

No changes to traffic or public safety will be created. All concurrency reviews will be conducted at permit issuance if any are applied for in the future.

**i. Whether the proposed change will create a drainage problem.**

Applicant will have to comply with any requirements of the St. Johns River Water Management District as part of any permitting applied for in the future.

**j. Whether the proposed change will seriously reduce light and air to adjacent areas.**

This change will not reduce light or air to adjacent areas; the existing setbacks and maximum impervious area limitations serve to prevent the reduction of light or air to adjacent areas.

**k. Whether the proposed change will adversely affect property values in the adjacent area.**

It is not anticipated that this rezoning request will adversely affect property values.

**l. Whether the proposed change will be a deterrent to the improvement or development of adjacent property in accord with existing regulations.**

This rezoning will not affect the improvement or development of residential uses on adjacent properties since those adjacent properties are also zoned residential.

**m. Whether the proposed change will constitute a grant of special privilege to an individual owner as contrasted with the public welfare.**

This rezoning does not constitute a grant of special privilege.

**n. Whether there are substantial reasons why the property cannot be used in accord with existing zoning.**

The existing use and zoning are appropriate for residential development, however, rezoning will allow for consistency in zoning.

**o. Whether the change suggested is out of scale with the needs of the neighborhood or the city.**

This change is not out of scale with the needs of the neighborhood but provides consistency in zoning for the residential area.

**p. Whether it is impossible to find other adequate sites in the city for the proposed use in districts already permitting such use.**

There are no other proposed uses for this site.

**q. The recommendation of the historical review board for any change to the boundaries of an HD zoning district or any change to a district underlying an HD zoning district.**

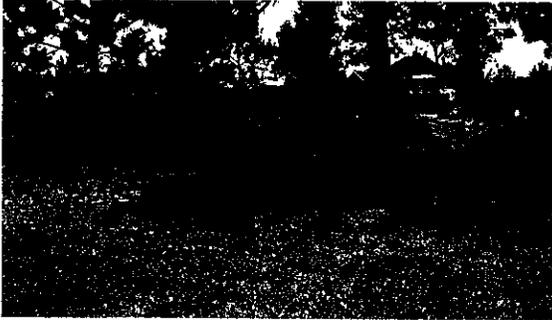
This parcel is not located in a Historic District.

**E. SUMMARY AND STAFF RECOMMENDATION:**

R-1 (Single-family residential) is intended for areas of lower density residential. This rezoning would provide a more consistent zoning pattern and complies with the rezoning criteria provided in the Palatka Municipal Code.

Staff recommends approval.

**F. PHOTOS**



Posting on Viking St.



Posting on Viking Blvd.



Viking Blvd. facing College Rd.



Viking Blvd. Facing Viking St.



Viking St. facing north.



Viking St. facing south.

# Application for Rezoning

This application must be typed or printed in black ink and submitted with any required attachments and application fee of \$130 (Checks payable to the City of Palatka) to:

Application Number: PB-09-16
Date Received: 6/3/09
Hearing date: 7/7/09

City of Palatka Planning & Zoning  
201 N 2<sup>nd</sup> Street  
Palatka, FL 32177

FOR INFORMATION REGARDING THIS FORM, CALL (386)329-0103

TO BE COMPLETED BY APPLICANT		
1. Property Address: <i>See Attached</i>		2. Current Property Use: <i>Residential</i>
3. Parcel Number: <i>See Attached</i>	4. Lot size/acreage: <i>8 1/2 acres +/-</i>	5. Proposed Use: <i>Residential</i>
6. Current Zoning Designation: <i>R-4</i>	7. Requested Zoning Designation: <i>R-1</i>	8. Required Attachments: <input type="checkbox"/> Letter of Authorization* <input type="checkbox"/> Legal Description <input type="checkbox"/> Copy of Recorded Deed <input type="checkbox"/> Fees <input type="checkbox"/> Project Narrative** <input type="checkbox"/> If applicable, attach Small or Large Scale Future Land Use Amendment application
9. Square footage of any proposed structures:	10. Number & types of structures on property:	
8. Owner Name: _____		
Owner Address: _____		
Phone Number: _____		
9. Agent Name: <i>Kenneth M. Downs</i>		
Agent Address: <i>2020 Ashbrooke Lane</i>		
<i>Palatka, FL 32177</i>		
Phone Number: <i>386-328-3500</i>		

*10-10-26-9/30  
0010-0001*

\*Letter of Authorization for Agent is required if any person other than the property owner makes the application and acts on behalf of the owner.

\*\*Project Narrative: Explain present and future use of the property detailing project.

*C-RMD*

Application Number: PB 09-16  
Hearing date: 7/7/09

10. This application submitted by:

Signature of owner(s): See Attached

Print owner(s) names(s): \_\_\_\_\_

Signature of Agent(s): Kenneth M Downs

Print Agent(s) names: Kenneth M. Downs

STATE OF Florida

County of Putnam

Before me this day personally appeared Kenneth M. Downs who executed the foregoing application and acknowledged to and before me that he executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 21st day of April A.D. 2008.

VALERY E. LEONARD  
Notary Public, State of Florida  
My comm. exp. Nov. 22, 2008  
Comm: No: DB 374213

Valery E. Leonard  
Notary Public

My commission expires: 11/22/08

State of Florida at Large

FOR OFFICIAL USE ONLY				
1. Date Submitted <u>6/3</u>	2. Received By: <u>DB</u>	3. Current Zoning: <u>R-4</u>	4. Requested Zoning: <u>R-1</u>	5. Preliminary review by: <u>DB</u>
7. Sign(s) Posted Date: By: <u>6/12</u> <u>DB</u>	8. Surrounding property owners notices sent: Date: <u>6/12</u> By: <u>DB</u>	9. Legal Ad Ran: Date: <u>6/19</u>	10. Attachments Reviewed: <input type="checkbox"/> Letter of Authorization* <input checked="" type="checkbox"/> Legal Description <input type="checkbox"/> Copy of Recorded Deed <input checked="" type="checkbox"/> Fees <input type="checkbox"/> Project Narrative** <input type="checkbox"/> Supplementary Information*** <input type="checkbox"/> Site Map for display ad**** <input type="checkbox"/> Site Plan*****	
City Commission Hearing Date:				

STATE OF FLORIDA

County of Putnam

The undersigned personally appeared before me, a Notary Public for the State of Florida, and deposes that the Palatka Daily News is a daily newspaper of general circulation, printed in the English language and published in the City of Palatka in said County and State; and that the attached order, notice, publication and/or advertisement:

Notice is hereby given that t

Was published in said newspaper 1 time(s) with said publication being made on the following dates:

06/19/2009

The Palatka Daily News has been continuously published as a daily newspaper, and has been entered as second class matter at the post office at the City of Palatka, Putnam County, Florida, each for a period of more than one year next preceding the date of the first publication of the above described order, notice and/or advertisement.

*Jeannette Eveland*

Sworn to and subscribed to before me this 19th day of June, 2009 by Jeannette Eveland, Administrative Assistant, of the Palatka Daily News, a Florida corporation, on behalf of the corporation.

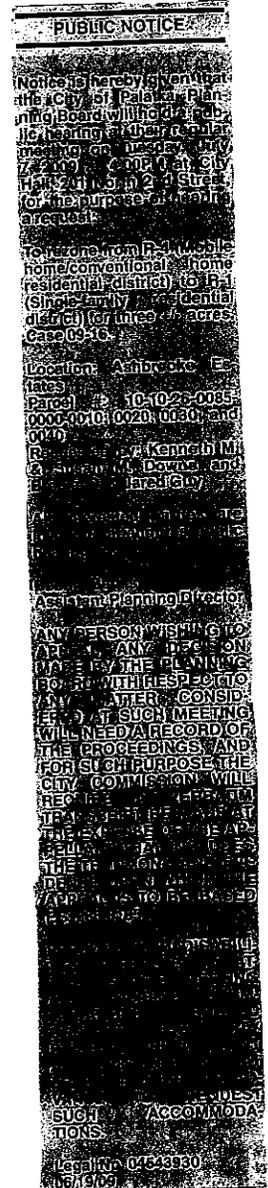
*Mary Kaye Wells*

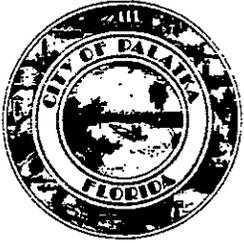
Mary Kaye Wells, Notary Public  
My commission expires July 22, 2011

Notary Seal  
Seal of Office:



Personally known to me, or  
 Produced identification:  
 Did take an oath





# *City of Palatka*

*Building & Zoning*

*201 N. 2<sup>nd</sup> Street*

*Palatka, Florida 32177*

*386-329-0103 • Fax 386-329-0172*



As an owner of adjacent property, you are hereby notified of a pending action before the Planning Board which may be of concern to you:

## **PUBLIC NOTICE**

Notice is hereby given that the City of Palatka Planning Board will hold a public hearing at their regular meeting on Tuesday, July 7, 2009 at 4:00PM at City Hall, 201 North 2<sup>nd</sup> Street, for the purpose of hearing a request:

To rezone from R-4 (Mobile home/conventional home residential district) to R-1(Single-family residential district) for three +/- acres. Case 09-16

Location: Ashbrooke Estates  
Parcel #: 10-10-26-0085-0000-0010; 0020; 0030; and 0040  
Requested by: Kenneth M. & Susan M. Downs and Brooke D. & Jared Guy

All interested parties are invited to attend this public hearing.

Debbie Banks  
Assistant Planning Director

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE PLANNING BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE THE CITY COMMISSION WILL REQUIRE A VERBATIM TRANSCRIPT BE MADE AT THE EXPENSE OF THE APPELLANT THAT INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED F.S. 286.0105.

PERSONS WITH DISABILITIES INTERESTED IN ATTENDING THIS MEETING AND REQUIRE ACCOMMODATIONS, SHOULD CONTACT THE CITY BUILDING DEPARTMENT AT (386)329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.

PB 09-16  
COLLEGE ROAD CHURCH OF CHRIST INC  
400 COLLEGE ROAD  
PALATKA FL 32177

PB 09-16  
PENNY LUCILE ANDERSON  
6003 4TH MANOR E  
PALATKA FL 32177

PB 09-16  
MILES C + TERESA A ANDERSON  
6005 4TH MANOR E  
PALATKA FL 32177

PB 09-16  
RUTH T SHAVE  
PO BOX 1185  
PALATKA FL 32178

PB 09-16  
JAMES N + BRIGETTE E DOHERTY  
6102 3RD MANOR W  
PALATKA FL 32177

PB 09-16  
JACK MAYNARD+MARLIN SLEEMAN REV TRS  
6101 3RD MANOR W  
PALATKA FL 32177

PB 09-16  
THOMAS J + LAURA R WALL  
6007 4TH MANOR E  
PALATKA FL 32177

PB 09-16  
DOROTHY M+JOHN KARL BURMESTER  
6008 1ST MANOR E  
PALATKA FL 32177

PB 09-16  
MARY ALMA WEAVER  
6012 BROOKHAVENS LANE  
PALATKA FL 32177

PB 09-16  
JULIA A BRADSHER  
6008 BROOKEHAVEN LN  
PALATKA FL 32177

PB 09-16  
CAROL A KEULER  
6006 1ST MANOR E  
PALATKA FL 32177

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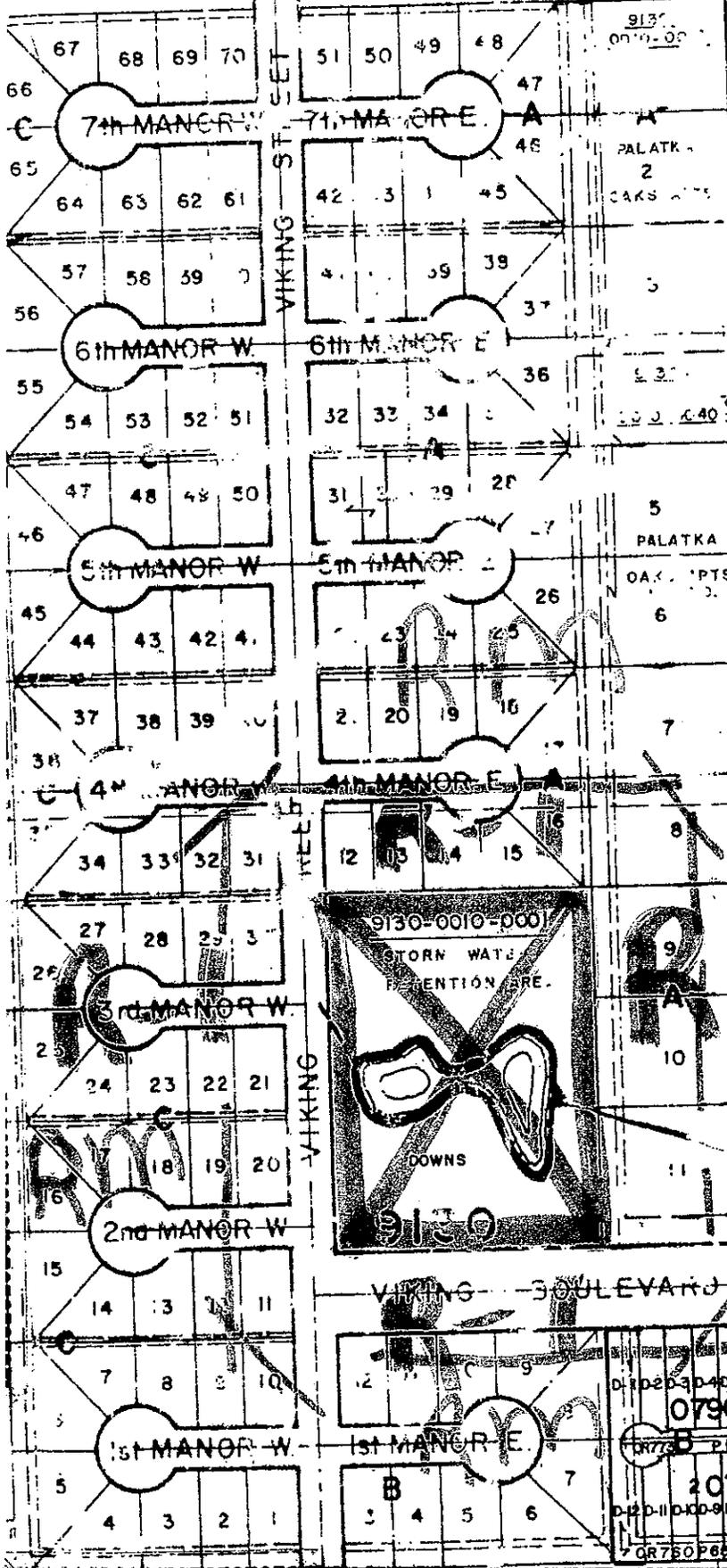
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WEAVER & FINDLATER

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WEAVER



0010-0000

OK 78 P47

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STORM WATER RETENTION ARE.

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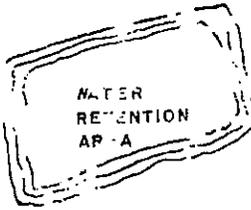
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UNRECORDED LEASE

BOARD OF TRUSTEES SURVIVOR (CENTRAL LIBRARY)

3/00

0050-

0070-0000

175 P322)