



# City of Palatka

Building & Zoning

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

Palatka, Florida 32177

386-329-0103 • Fax 386-329-0172



## PLANNING BOARD

November 3, 2009

### AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes of October 6, 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 PB 09-02**    **Address:**    3310 Crill Ave  
**Parcel:**        11-10-26-0000-0100-0000  
**Applicant:**    Palatka Housing Authority  
**Agent:**         John Nelson

**Request:**        for Annexation, Future Land Use amendment from County Urban Service to City High Density Residential and Rezone from County Single-family Residential (R-1) to City Multi-family Residential (R-3).

*Tabled for Land Use Restriction Agreement at the October 6, 2009 hearing.*

1. **Public Hearing**
2. **Regular Meeting**

### 6. **NEW BUSINESS**

**Case PB 09-27**    **Address:**        Viking Street between 4<sup>th</sup> Manor and 5<sup>th</sup> Manor  
**Applicant:**       Kenneth Downs

**Request:**        to close Viking Street between 4<sup>th</sup> Manor and 5<sup>th</sup> Manor

1. **Public Hearing**
2. **Regular Meeting**

**Case PB 09-29**    **Address:**    Vacant parcel off St. Johns Avenue  
                         **Parcel:**        09-10-26-0000-0010-0021  
                         **Applicant:**    Putnam County (Board of County Commissioners)

**Request:**        for Annexation and Future Land Use amendment from County Urban Reserve (UR) to City Industrial (IN).

1. **Public Hearing**
2. **Regular Meeting**

**Case PB 09-30**    **Address:**        Northwest corner of Comfort Rd. and Crystal Cove Dr.  
                         **Parcel:**        37-09-26-0000-0060-0082  
                         **Applicant:**    Thirty-ninth Avenue Professional Center, Inc.  
                         **Agent:**         James Meehan

**Request:**        for review of preliminary plat for 42 single-family dwellings.

1. **Public Hearing**
2. **Regular Meeting**

**Case PB 09-31**    **Address:**        719 S State Rd. 19  
                         **Parcel:**        11-10-26-0000-0510-0021  
                         **Applicant:**    Walgreen Co.  
                         **Agent:**         Babette Ashley/Douglas Myers

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

3. **Public Hearing**
4. **Regular Meeting**

**7. Adjournment** – Next meeting will be December 1, 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, WHICH 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**  
**October 6, 2009**

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

**Motion** made by Sue Roskosh and seconded by Ezekiel Johnson to approve the minutes of the September 1, 2009 meeting. All present voted affirmative, motion carried.

Debbie Banks read **“To Appeal Any Decision.”**

Carl Stewart requested that disclosure of any **“Ex Parte Communication”** be made prior to each case.

**NEW BUSINESS**

**Case PB 08-31**      **Address:**      5015 Crill Ave  
                                 **Parcel:**        10-10-26-0000-0270-0000 (portion)  
                                 **Applicant:**    Jacob Spells

**Request:**        for Annexation, Future Land Use amendment from County Urban Reserve to City Commercial and Rezone from County Commercial (C-1) and Agriculture (Ag) to City Intensive Commercial (C-2).

**Public Hearing**

Ms. Banks advised that this case was properly advertised and notices sent to surrounding property owners and departmental review requests sent to all departments (included in the staff report) and that no comments of concern were received. She did note that the Fire Marshal stated that there was a need for a fire hydrant at this location and that a business inspection would be required prior to conducting business in the city. She stated that it is being developed in Putnam County. The project is mostly complete and they are ready for utility connection. She is hoping that a certificate of occupancy will be issued prior to the City commission considering an ordinance for annexation. She added that there are to be 5 offices.

Mr. Spells advised that they considered annexing into the city to get utilities, and stated his appreciation of the Board’s consideration.

**(Regular Meeting)**

Mr. Harwell asked if the lot coverage met the city’s requirements.

Ms. Banks advised that this project was developed to the standards of Putnam County and that she did not know what those were.

**Motion** made by Sue Roskosh and seconded by Earl Wallace to recommend approval of the Annexation, Future Land Use amendment from County Urban Reserve to City Commercial and Rezone from County Commercial (C-1) and Agriculture (Ag) to City Intensive Commercial (C-2). All present voted in favor, motion carried.

**Planning Board Agenda  
October 6, 2009**

**Case PB 09-02**      **Address:**      3310 Crill Ave  
                          **Parcel:**        11-10-26-0000-0100-0000  
                          **Applicant:**    Palatka Housing Authority  
                          **Agent:**        John Nelson

**Request:**        for Annexation, Future Land Use amendment from County Urban Service to City High Density Residential and Rezone from County Single-family Residential (R-1) to City Multi-family Residential (R-3).

Ms. Banks stated that this one is a little different than what the Board normally sees because of the density requirement. She stated that normally 9.99 units per acre is the tipping point between a small scale and a large scale amendment, however, there is an exemption in the Florida Statutes 163.3187(1) (f) that exempts small scale amendments involving the construction of affordable housing units meeting the criteria of Statute 420-0004(3). She stated that a land use restriction agreement must be done and would reflect the number of units and that the project is for "seniors-only." She further advised that she did not receive any responses from the advertising or the public notices. The comments from department review responses were basically that they will provide additional review when the plans are submitted.

Mr. Stewart asked if the City Attorney was working on an agreement.

Ms. Banks replied that she asked Mr. Holmes to put one together and that it would need to be done before City Commission meeting.

Discussion continued regarding placing and recording conditions in the land use restriction agreement.

Mr. Wallace asked why this project was not being done as a Planned Unit Development (PUD).

Ms. Banks advised that a PUD was not discussed, as the applicant was not contemplating to have to vary from any development standards, and that with a land use restriction agreement, you can restrict what was developed, the number of units and designate "seniors only" as well as other restrictions. She advised that the Board could table this request until Mr. Holmes can get the land use restriction agreement, and give him some ideas on what restrictions to put in place.

John Nelson N. 15<sup>th</sup> Street, stated that they have no problem with the restrictions and that this project is being developed for 36 units and it will be for seniors only. He further stated that they will all be 1-bedroom units. He believed that this was a good location for this type of development as it is in close proximity to doctor offices, pharmacies, shopping and other amenities.

Mr. Stewart asked how many units per acre there would be developed.

Ms. Banks advised that there are several different exemptions and classifications for Housing Authorities and affordable housing, allowing them to exceed the density requirement which is normally 9.99 units per acre, this one will be 13 units per acre.

Mr. Nelson advised that as they need far more than 36 units per acre to place those that have been displaced from the Frank George building they are settling on the 36 units per acre.



**Planning Board Agenda  
October 6, 2009**

**Case PB 09-24**      6677 & 6679 Crill Ave – continued.

**(Regular Meeting)**

**Motion** made by Sue Roskosh and seconded by Ezekiel Johnson to recommend approval of the Annexation, Future Land Use amendment from County Urban Service to City Commercial and Rezone from County Agriculture (AG) to City Commercial Neighborhood (C1-A). All present voted affirmative, with one abstention. Motion carried.

**Case PB 09-25**      **Address:**      6681 Crill Ave  
                         **Parcel:**        10-10-26-0000-0390-0000  
                         **Applicant:**    Beck/Sloan Properties, Inc.

**Request:**        for Annexation, Future Land Use amendment from County Urban Reserve to City Commercial and Rezone from County Single-family Residential (R-1A) and Agriculture (AG) to City Commercial Neighborhood (C1-A).

**(Public Hearing)**

Ms. Banks advised that this request is located directly behind and to the side of the case that was just considered for Rural Health Care, Inc. She stated that there were no comments or concerns received from the advertisement or public notices and that the departmental reviews will continue once plans are submitted. She added that access would be from Roosevelt Avenue off of Crill Avenue.

Mr. Wallace recused himself from this case.

Juli Holmes, 256 Highway 17 N., spoke on behalf of the applicants, she stated that they are working side by side with Family Medical, that the space to the rear will be used for similar medical and dental type services and will work together to get the needed infrastructure.

**(Regular Meeting)**

**Motion** made by Sue Roskosh and seconded by Anthony Harwell to Annex, amend the Future Land Use from County Urban Reserve to City Commercial and Rezone from County Single-family Residential (R-1A) and Agriculture (AG) to City Commercial Neighborhood (C1-A). All present voted affirmative, with one abstention. Motion carried.

**Case PB 09-26**      **Address:**      3204 Crill Ave  
                         **Parcel:**        11-10-26-0000-0250-0000  
                         **Applicant:**    Putnam Center-Palatka Llc  
                         **Agent:**        Lynn Jackson

**Request:**        for Conditional Use for an indoor recreational facility in a C-2 zoning district.

**Planning Board Agenda  
October 6, 2009**

**Case PB 09-26**      3204 Crill Ave – continued.

**(Public Hearing)**

Ms. Banks advised that she did not receive any comments or concerns from the advertising, the public notices or from the department reviews.

Mathew Baum, 3204 Crill Avenue explained the nature of the business, explaining that the gaming is a promotional tool to sell their product and services that include copying, faxing, and phone cards, internet access and bill pay and possibly UPS shipping. With the promotional sweepstakes, they can sit at a computer to play games or you can turn them in for money.

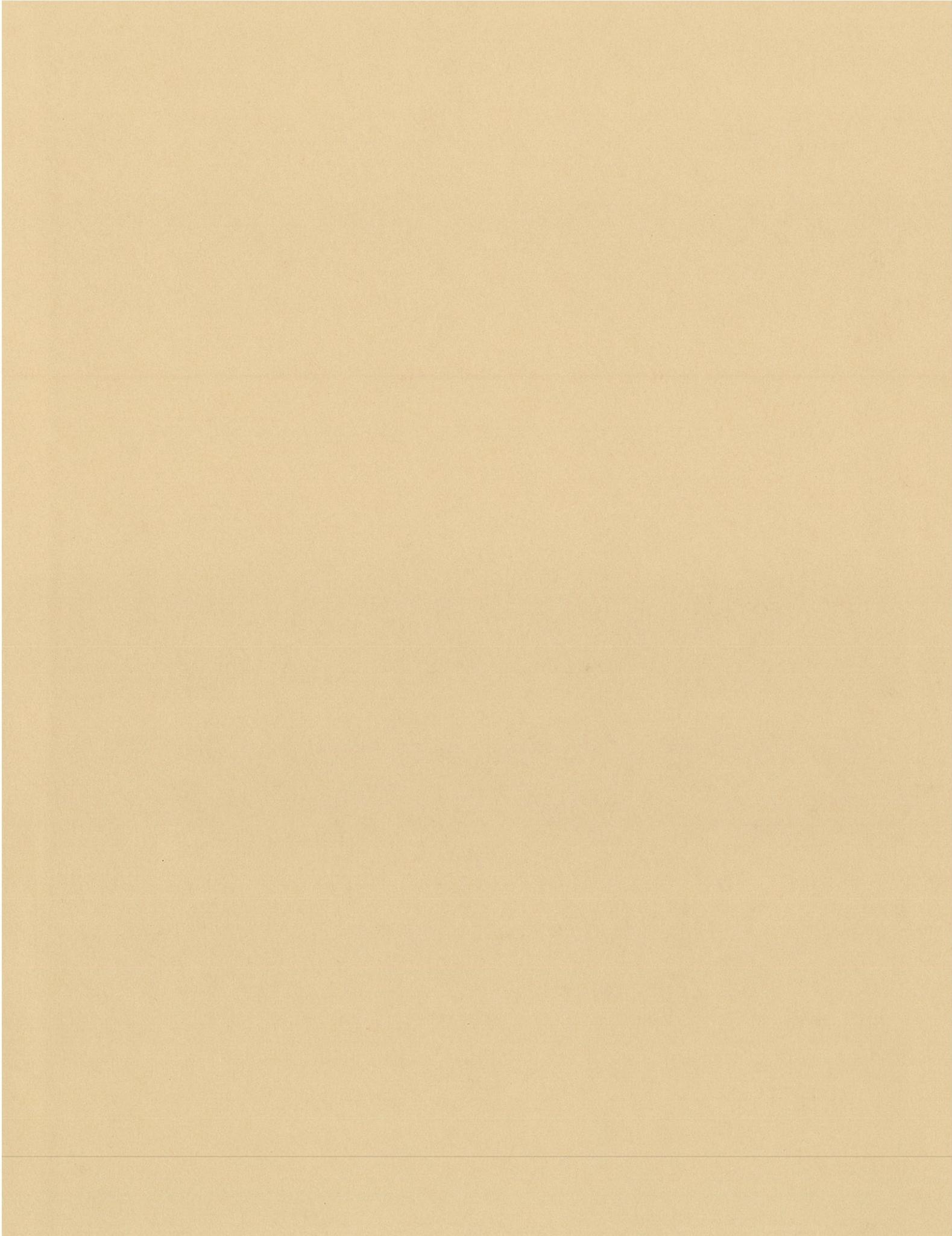
Ms. Banks stated that if approval is granted, a condition of approval should be made that all city and state licensing be maintained.

**(Regular Meeting)**

**Motion** made by Sue Roskosh to approve the Conditional Use for an indoor recreational facility in a C-2 zoning district with the condition that all city and state licenses be maintained, and seconded by Ezekiel Johnson. All present voted, motion carried.

Ms. Banks advised the Board that the 16<sup>th</sup> Street closing request will be going before the City Commission on October 22, 2009. She further explained that as the Planning Board has ability to make recommendation, she has been advised by the City Attorney the request shall automatically go to the City Commission for consideration whether the applicant appeals the Board's recommendation or not, and that as this is not considered an appeal, new evidence and testimony may be considered by the City Commission.

**Motion** to adjourn made by Sue Roskosh and seconded by Anthony Harwell. All present voted affirmative, motion carried.



**3310 CRILL AVENUE LAND USE RESTRICTION AGREEMENT  
PALATKA HOUSING AUTHORITY**

**THIS LAND USE RESTRICTION AGREEMENT** ("Agreement"), is made and entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, 2009, by and between the **PALATKA HOUSING AUTHORITY** ("**Developer**"), its successors, or assigns and the **CITY OF PALATKA** ("**City**"), a political subdivision of the State of Florida.

**RECITALS:**

- A. Developer owns the land described on the attached Exhibit "A" containing approximately 2.72 acres (the "Property"). (Parcel 11-10-26-0000-0100-0000)
- B. The Property currently has a Comprehensive Plan Future Land Use Map designation of High Density Residential (HDR).
- C. Florida Statutes (163.3187(1) (f) provides an exception to the density requirements for small scale amendments involving the construction of affordable housing units meeting the criteria of s.420-0004(3) on property which will be the subject of a land use restriction agreement.
- D. Ordinance No. 09-\_\_\_\_\_ required that an executed agreement be approved by the City of Palatka to limit the residential density to 13 dwelling units per acre for a total number of 36 units and that these units be designated as "seniors-only." This is consistent with prior City Commission actions and based upon a recommendation by the Planning Board. It was also a requirement by the State Department of Community Affairs.
- E. The implementation of this Agreement is determined by the City to be consistent with the City's Comprehensive Plan and Land Development Regulations.

**NOW, THEREFORE**, in consideration of the mutual terms, covenants and conditions in this Agreement, and other good and valuable consideration, the receipt and sufficiency of which is acknowledged, the parties agree as follows:

- 1. Findings of Fact. The Recitals set forth above are true and correct and are incorporated herein by reference as Findings of Fact.
- 2. Density and Intensity of the Development.
  - (a) Residential Development. Development within the Property that has a designation of High Density Residential (HDR) on the future land use map ("FLUM") of the City's Comprehensive Plan shall include and be subject to the following:
    - (1) A residential density of 13 dwelling units per acre.
    - (2) A designation for occupancy by "seniors-only."

3. Authority. This Agreement is made and entered into pursuant to Chapter 163, Florida Statutes, and the City's home rule authority.
4. Binding Effect. The burdens of this Agreement shall be binding upon, and the benefits of this Agreement shall inure to, all successors in interest to the parties to this Agreement.
5. Applicable Law; Jurisdiction and Venue. This Agreement and the rights and obligations of the City and Developer under this Agreement shall be governed by, construed under, and enforced in accordance with the laws of the State of Florida. Venue for any litigation pertaining to the subject matter of this Agreement shall be exclusively in Putnam County, Florida. The fact that this Agreement does not detail all laws, rules, regulations, permits, conditions, terms and restrictions that must be satisfied to complete the development contemplated by this Agreement shall not relieve Developer or its successors in interest of the obligation to comply with the law governing such permit requirements, conditions, terms and restrictions.
6. Joint Preparation. Preparation of this Agreement has been a joint effort of the parties and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.
7. Exhibits. All exhibits attached to this Agreement contain additional terms of this Agreement and are incorporated into this Agreement by reference.
8. Captions or Paragraph Headings. Captions and paragraph headings contained in this Development Agreement are for convenience and reference only, and in no way define, describe, extend or limit the scope of intent of this Agreement, nor the intent of any provision of this Agreement.
9. Counterparts. This Agreement may be executed in counterparts, each constituting a duplicate original, but such counterparts shall constitute one and the same Agreement.
10. Effective Date, Duration of Agreement. This Agreement shall become effective upon being recorded by the County in the public records of Putnam County. This Agreement may be amended or terminated by mutual consent of the parties so long as the amendment or termination meets the requirements of the Chapter 163, Florida Statutes, and applicable County Ordinances.
11. Duration of Permits. Developer acknowledges that this Agreement does not extend the duration of any permits or approvals.
12. Further Assurances. Each party to this Agreement agrees to do, execute, acknowledge and deliver, or cause to be done, executed, acknowledged and delivered, all such further acts, and assurances in a manner and to the degree allowed by law, as shall be reasonably requested by the other party in order to carry out the intent of and give effect to this Agreement. Without in any manner

limiting the specific rights and obligations set forth in this Agreement or illegally limiting or infringing upon the governmental authority of the City, the parties declare their intention to cooperate with each other in effecting the purposes of this Agreement, and to coordinate the performance of their respective obligations under the terms of this Agreement.

13. Notices. Any notices or reports required by this Development Agreement shall be sent to the following:

For the City: City of Palatka  
Attn: Director of Building and Zoning  
201 N. 2<sup>nd</sup> Street  
Palatka, FL 32177

With copy to: Don Holmes  
City Attorney  
201 N. 2<sup>nd</sup> Street  
Palatka, FL 32177

For Developer: Palatka Housing Authority  
P. O. Box 1277  
Palatka, FL 32177-1277

Passed and duly adopted by the City Commission of the City of Palatka, this  
\_\_\_\_\_ day of \_\_\_\_\_, 2009.

Attest: City of Palatka

By: \_\_\_\_\_  
City Clerk

By: \_\_\_\_\_  
It's Mayor

**IN WITNESS WHEREOF**, the parties hereto, through their duly authorized representatives, have executed this Agreement on the day(s) and year set forth below.

Palatka Housing Authority

\_\_\_\_\_  
John Nelson  
Executive Director

STATE OF FLORIDA

COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2009, by John Nelson Jr., Executive Director, on behalf of the company, Personally Known/ or Produced ID (circle one). Type of ID produced:

\_\_\_\_\_.

\_\_\_\_\_  
Notary Public State of Florida at Large

**EXHIBIT "A"**

Legal Description

COMMENCING at the Southwest corner of the Southeast Quarter of the Northeast Quarter of Section 11, Township 10 South, Range 26 East; thence North 520 feet; thence East 258 feet; thence South 520 feet; thence West 258 feet to the PLACE OF BEGINNING, being a part of the Southeast Quarter of the Northeast Quarter of Section 11, Township 10 south, Range 26 East, Putnam County, Florida.

Parcel: 11-10-26-0000-0100-0000

**Planning Board Agenda  
October 6, 2009**

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**BUILDING AND ZONING STAFF REPORT**  
**October 6, 2009**  
**Public Hearing**

**LOCATION:** 3310 Crill Avenue; Parcel Number: 11-10-26-0000-0100-0000

**OWNER:** Palatka Housing Authority

**AGENT:** John Nelson

**REQUEST:** The applicant is requesting to annex into the city limits of Palatka, to amend the City's Future Land Use Map from County Urban Service to City High Density Residential and to Rezone from County R-1 (Single-family Residential) to City R-3 (Multi-family Residential) for 2.72 +/- acres of property. (Case – PB 09-02)

**BACKGROUND & ANALYSIS:** This site is currently vacant and would be developed as "senior-only" public housing units, if approved. The project will consist of nine 4-plexes for a total of 36 units representing a density of 13 units per acre. There is an exemption in the Florida Statutes (163.3187(1) (f) that states "...except that this limitation does not apply to small scale amendments involving the construction of affordable housing units meeting the criteria of s.420-0004(3) on property which will be the subject of a land use restriction agreement...") A land use restriction agreement will reflect the number of units and that the project is for "seniors-only." The applicant is requesting to annex for city services.

Surrounding properties have the following future land use designations: City Other Public Facilities to the north; City Commercial to the south and east and County Urban Service to the east and west. The zoning pattern of the surrounding area is: City R-3 to the north; City C-2 (Intensive Commercial) to the south and east and County R-1 (single-family Residential) to the east; and County Commercial, Professional Offices and County C-2 (General Light Commercial) to the west. The existing land use pattern in the area consists of vacant land; commercial; residential, and school property. The proposed apartment use is consistent with the intent of the R-3 zoning district which state "Parcels in this district are situated so that they are well served by public and commercial services and have convenient access to thoroughfares and collector streets.

Departmental Review Requests were sent to all departments. The Water & Sewer Superintendent stated they are still discussing the needs of the project. The Public Works Director, Fire Marshal, Water Treatment Plant Superintendent and Chief Building Official responded with "No Comment." The Police Chief submitted comments; however, since his review the Housing Authority by Statute was able to add 8 more units. These additional units would still not merit the need for an additional officer.

There was no response received from the notices sent to surrounding property owners or from the advertisement that ran on September 18<sup>th</sup>.

**SURROUNDING ZONING AND LAND USE:**

	<b>Future Land Use Designation</b>	<b>Zoning</b>	<b>Current Land Uses</b>
<b>North</b>	City Other Public Facilities County Urban Service	City R-3 -Multi-Family Residential County R-1 Single Family Residential	Vacant area of Mellon School parcel Single family homes
<b>South</b>	County Commercial City Commercial	County R1-A Single Family Residential City C-2 (Intensive commercial) & R-1	Single family homes Burger King
<b>East</b>	County Urban Service City Commercial	County R-1 -Single Family Residential City C-1 General Commercial	Single family homes Vacant land
<b>West</b>	County Urban Service	County CPO – Commercial Professional Offices & C-2	Doctor's Office Portion of vacant land

**B. COMPLIANCE WITH CHAPTER 171, FLORIDA STATUTES, ANNEXATIONS**

The request is to annex a 2.72 +/- acre parcel into the City. The subject property is located at 3310 Crill Avenue. Directly north is a City parcel, south and east is both County and City with County to the west of the site.

The proposed annexation decreases the size of an existing enclave and meets the criteria identified in Section 171.043, Florida Statutes. This includes being contiguous to the City's boundaries at this time, is reasonably compact, is not included within the boundary of another incorporated municipality, and is intended to be developed for urban purposes because of the availability of City sewer and water lines that are contiguous to the property.

This request is a voluntary annexation and meets the criteria identified in Section 171.044, Florida Statutes, as it relates to being contiguous to the City, and reasonably compact. Following a recommendation from the Planning Board, an appropriately prepared ordinance will be considered by the City Commission after the correct advertising and scheduling of public hearings.

**STAFF RECOMMENDATION:** Approval of the annexation request.

**COMPREHENSIVE PLAN:**

**The Existing Land Use Designation:**

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

The existing Future Land Use is County Urban Service which recognizes areas where urban infrastructure, such as central water, sewer, stormwater systems, paved major roads, exists or is programmed and available for more urban type of development.

Although agricultural activities are allowed as a holding land use, this land use designation allows a broad mix of residential, commercial, industrial, public facility and recreation uses. Residential development can achieve a density of up to 9 dwelling units

per acre, the highest in Putnam County, with adequate density bonus points.

No land will be designated as "vacant or undeveloped" on the Future Land Use Map.

**The Proposed Land Use Designation:**

**Policy A.1.9.3.A.1 (9J-5.006(3)(c)7)**

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 Residential (231 acres) provides for a range of densities up to 10 units per acre.

**Future Land Use Element**

**Objective A.1.1 (9J-5.006(3)(b)1; F.S. 187-201 (161)(1)(5))**

Upon Plan adoption, the City shall coordinate future land uses with the appropriate topography, adjacent land uses, soil conditions, and the availability of facilities and services.

**Policy A.1.1.3 (9J-5.006(3) (c) 3)**

The City shall as a condition of issuing a building permit or other development order, require proposed developments to hook up to the City central sewer systems in accordance with the revised City zoning code and subdivision regulations based upon Chapter 381, F.S. and Division 64E, FAC.

**Policy A.1.1.7 (9J-5.006(3)(c)(2))**

The City Building Official shall not issue a building permit or other final development order, or issue final plat approval, until it has been certified that infrastructure facilities and services exist or shall be available pursuant to an executed development agreement to satisfy demands generated by the development in accordance with the adopted City levels of service standards. By June 1, 2008, the City shall incorporate into the land development regulations a method for establishing transportation proportionate fair share. Availability of infrastructure will be certified through the Building Official issuing a "Certificate of Concurrency."

**Staff Analysis:** The site is flat and not in the 100 Year flood plain. There is one soil type located on the site: Mulat. The Mulat series consists of soils that are deep, nearly level, poorly drained and slowly or moderately slowly permeable.

The proposed use of multi-family housing for seniors is not consistent with adjacent uses, however, there are apartments within 1,400 feet of this parcel and R-3 zoning abuts this parcel to the north but the actual use is a school. Additional buffering requirements are required by the Zoning Code for the site to the north, east and west of the subject site.

City sewer and water lines are located adjacent to the site, and there is sufficient capacity to maintain existing level of service standards. The Water & Sewer Superintendent is still discussing the project with the owner. In the Traffic Circulation Element, Public Facilities Element, Recreation and Open Space Element and Public Schools Facilities Element sections of this staff report we will evaluate each adopted level of service standard for this site related to a maximum density of 13 dwelling units per acre and a maximum total of 36 units.

**Objective A.1.6 (9J-5.006(3)(b)7)**

Upon Plan adoption, the City shall discourage urban sprawl. Land Development Regulations shall be adopted that implement the following policies:

**Staff Analysis:** This site fronts on Crill Avenue and will serve to fill in an enclave created years ago. It is within 300 feet of a grocery store and other commercial uses and has access to public transportation.

**Housing Element**

**Objective C.1.1 (9J-5.010(3)(a))**

Upon Plan adoption, the City shall promote the provision of adequate and affordable housing in the City.

**Staff Analysis:** Under Rule 9J-5.005 (6), Florida Administrative Code, a need has to be demonstrated for the proposed Future Land Use Amendment. Data and analysis has to be provided that demonstrates that the proposed increase in residential density are necessary. This need will be demonstrated using data from the Housing Element.

Based on the 2000 Census, data in the Housing Element indicates that there were 1,928 owner occupied units and 1,815 rental units in the City. Rental units represented a total of 48% of the total housing stock. With the demolition of the Frank George Apartment complex, 100 units were taken off the inventory of available senior housing available through the Palatka Housing Authority. The Housing Authority has no housing specifically restricted to "seniors only" in their inventory.

This project would provide seniors with new affordable housing within close proximity to grocery stores and pharmacies.

**Traffic Circulation Element**

**Objective B.1.1 (9J-5.007(3)(b)1)**

Upon plan adoption, the City shall provide for a safe, convenient and efficient motorized and non-motorized transportation system by correcting, to the maximum extent feasible, all existing roadway deficiencies identified in this plan and maintain acceptable operating conditions in the future on a priority basis.

**Policy B.1.1.1 (9J-5.007(3)(01))**

The State-wide minimum acceptable operating Level of Service (LOS) standards for the State Highway System and City Street System shall be the base LOS standards listed herein, except for those conditions provided in Policies 1.1.1.A. and 1.1.1.B.

The City hereby adopts the following LOS standards for each listed facility type:

- principal arterials - LOS C
- collectors and minor arterials - LOS D

**Staff Analysis:** This section of State Road 20 is classified as a principal arterial operating at a level of service "C" which is an acceptable level of service per the Department of Transportation. The applicant must obtain a permit from the Dept. of Transportation for submittal with their plans.

## **Public Facilities Element**

### **Objective D.1.1 (9J-5.011(2)(b)2)**

Upon Plan adoption, the City of Palatka shall enforce adopted Concurrency Management System procedures to ensure that at the time a building permit or other development order is issued, infrastructure facility capacity is available to meet the demand of development without lowering adopted Levels of Service Standards (LOSS).

### **Policy D.1.1.1 (9J-5.011(2) (c)2)**

The following level of service standards shall be the basis for determining the availability of facility capacity against the demand generated by development.

A1. Potable Water, Residential: 130 gallons per capita per day

B1. Central Sanitary Sewer System, Residential: 125 gallons per capita per day

C. Solid Waste: 6.4 lbs/person/day

D. Drainage Facilities: City of Palatka and Ravine State Gardens Stormwater Quality Master Plan and minimum requirements of the St. Johns River Water Management District.

### **Policy D.1.1.2 (9J-5.011 (2)(c)2)**

All improvements for replacement, expansion, or increase in capacity of facilities shall be compatible with the adopted level of service standards for the facilities and that distribution of these facilities/services is consistent with the Future Land Use Map.

**Staff Analysis:** Throughout the development review process all adopted levels of service standards will be maintained.

- Potable Water: 325 gallons per day (2.5 persons per unit) multiplied by 36 units is 29,250 gallons per day at build-out. A new water plant will be going on line within next couple of months with a capacity of 6 million gallons per day. Current peak usage is approximately 3,200,000 gallons per day. Capacity exists for build-out of the project.

- Central Sanitary Sewer System: 312.5 gallons per day (2.5 persons per unit) multiplied by 36 units is 28,125 gallons per day at build-out. The sewer plant has a capacity of 2.42 million gallons per day with an additional capacity of 600,000 gallons per day. Capacity exists for build-out of the project.

- Solid Waste: 6.4 lbs. per person per day multiplied by persons (2.5 persons per unit multiplied by 36 units) is 576 lbs. per day. The City has a contract with Putnam County to use the Central Landfill. The Central Landfill has 40 permitted acres with an additional 140 acres of raw land. Current capacity is for 8.23 years with existing cells. Capacity exists for build-out of the project.

- Drainage: Consistency with the City of Palatka and Ravine State Gardens Stormwater Quality Master Plan and minimum requirements of the St. Johns River Water Management District will be evaluated at plan submittal. A permit cannot be issued without the approval of the District.

## **Recreation and Open Space Element**

### **Objective F.1.1 (9J-5.0143(3)(b)1)**

Upon plan adoption, the City shall implement the following policies to ensure public access to all identified recreational facilities.

### **Policy F.1.1.2 (9J-5.014(3)(c)3)**

The City shall adopt the following Level of Service Standards: Regional Park/ 1 acre per

50, Community Park/ 1 acre per 500, Neighborhood Park/ 1 acre per 500, Equipped Play and Tot Lot/ 1 Per 2,000, Baseball/Softball Fields/ 1 per 5,000, Football/Soccer Fields/ 1 per 6,000, Equipped Play area/ 1 play area per 10,000, Basketball Courts/ 1 per 5,000, Boat Ramp (Lanes)/ 1 lane per 5,000, Tennis Court/ 1 court per 2,000, Swimming Pools/1 pool per 25,000, Hiking (miles)/ 1 Mile per 6,750, and Picnic Areas (Tables) 1 Table per 6,000.

**Staff Analysis:** At build-out the project will generate an additional 90 people (2.5 persons per unit multiplied by 36 units). Capacity exists for all recreational Level of Service Standards for this additional population.

### **Public Schools Facilities Element**

#### **Objective 1.1.1 (9J-5.025(3)(b)1**

The City of Palatka shall ensure the correction of existing school facility deficiencies to provide adequate student capacity, which shall not exceed the adopted level of service standards within the Putnam County School District and which will meet future capacity needs.

#### **Policy 1.1.1.1 (9J-5.025(3)(c)7**

The City of Palatka hereby adopts LOSS for Schools of 100% based on permanent FISH capacity for all school types (Elementary, Middle and High)

**Staff Analysis:** The Putnam County School Board approved a moratorium of the school impact fee in February 2009. This project would not be subject to those fees if they were still in place since it is restricted to "seniors-only."

**STAFF RECOMMENDATION:** Staff recommends approval of this request to amend the future land use map from county Urban Service to City High Density Residential.

### **C. COMPLIANCE WITH THE PALATKA MUNICIPAL CODE, REZONING REQUEST**

#### **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.

**STAFF ANALYSIS:** The applicant requests rezoning to City R-3 (Multi-family Residential) from County R-1 (Single-family Residential). The proposed change is in conformance with the comprehensive plan as stated in the above comp plan review.

This zoning category is consistent with the requested Commercial Future Land Use designation of High Density Residential. The current land use designation is Putnam County Urban Service.

- b. The existing land use pattern.

**STAFF ANALYSIS:** This rezoning request to City R-3 (Multi-family Residential) is

consistent with the existing land use pattern in the area which is mixed commercial and residential development, however it does require a higher density. The applicant qualifies for an exemption from the density requirements. This request changes the zoning jurisdiction from County to City to accompany the annexation and future land use map amendment request.

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

**STAFF ANALYSIS:** This rezoning request will not create an isolated district in that R-3 zoning is located directly north of the subject parcel.

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

**STAFF ANALYSIS:** This commercial parcel will not overtax public services. The reports from the department heads do not indicate any issues although they reserved specific comment until plans are submitted.

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

**STAFF ANALYSIS:** Staff has no information to indicate that existing district boundaries are illogically drawn in relation to existing conditions on the property proposed for change.

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

**STAFF ANALYSIS:** In order to obtain water and sewer services, the applicant is required to annex, amend the Future Land Use map and rezone. The proposed amendment is necessary to comply with these requirements.

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

**STAFF ANALYSIS:** This change will increase density for this area, however, since the development is restricted to "seniors only" there will not be as high a density as there would be for non-seniors. Applicant will have to meet City code for screening and buffering prior to the issuance of a Certificate of Occupancy.

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

**STAFF ANALYSIS:** The applicant must have the Dept. of Transportation's approval to use the curb cut on Crill Avenue and meet their requirements for access. This portion of Crill Avenue is currently operating at a level of service of "C" which is an acceptable level of traffic flow.

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

**STAFF ANALYSIS:** All drainage issues will be reviewed by St. Johns River Water Management at plan submittal.

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

**STAFF ANALYSIS:** It is not anticipated that this site will reduce light and air to adjacent areas but the plans will be reviewed at the time of submittal.

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

**STAFF ANALYSIS:** It is not anticipated that this rezoning request will adversely affect property values, however, a Property Appraiser would have to be consulted for an accurate determination.

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

**STAFF ANALYSIS:** Staff does not have any information to indicate that the proposed zoning change will be a deterrent to the improvement or development of adjacent property in accord with existing regulations. Adjacent property owners were notified of this rezoning request and have the opportunity to appear before the Planning Board.

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

**STAFF ANALYSIS:** This rezoning request does not constitute a grant of special privilege; however, the Statute does provide an exemption for public housing.

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

**STAFF ANALYSIS:** The existing zoning is County zoning. With the proposed requests for annexation and a City future land use designation, it is appropriate to change the zoning to a consistent City zoning designation.

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

**STAFF ANALYSIS:** This change is not out of scale with the needs of the City and would fill an important need for senior housing for both the City and the County. However, neighboring parcels to the east are single family and the parcel fronts on Crill Avenue which is in a corridor with a commercial trend.

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

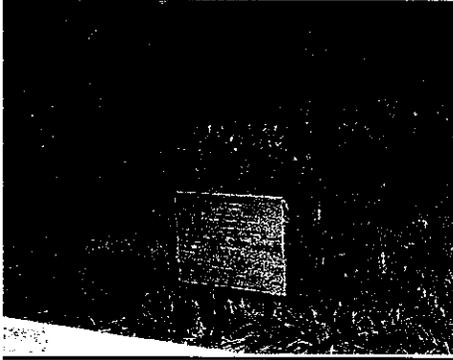
**STAFF ANALYSIS:** There may be other sites that could have been purchased for this use; however, this site is geographically located in an area of the City that would provide for the needs of the residents that would live there.

- 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.

**STAFF ANALYSIS:** This parcel is not located in a Historic District.

**STAFF RECOMMENDATION:** Staff recommends approval of the requested zoning change from County Agriculture (AG) and Single Family Residential (R1-A) to City Commercial Neighborhood District (C1-A). The request complies with the rezoning criteria provided in the Palatka Municipal Code.

**Photographs**



Posting



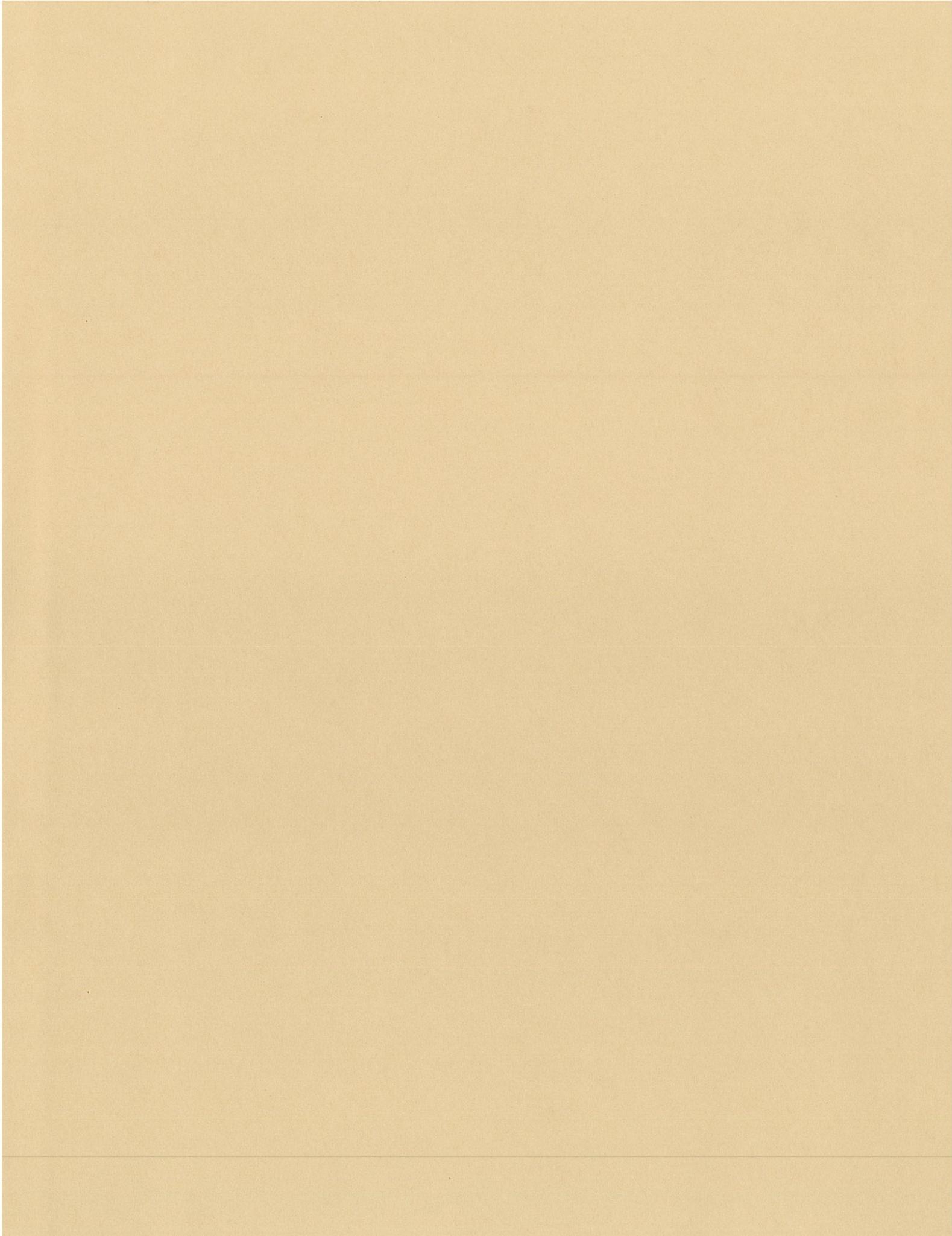
Facing east: Taco Bell, Handy Way



Facing west



Facing south: single family residence and Burger King driveway.



**Planning Board Staff Report**  
**November 3, 2009**

**Request:** Viking Street between 4<sup>th</sup> and 5<sup>th</sup> Manor

**Case:** PB 09-27

**Applicant:** Kenneth Downs

**APPLICABLE CODE REFERENCE:**

**Sec. 54-44. Board to act as supervisor of plats; approval of street dedications.**

The city planning board shall be the supervisor of plats. It shall provide rules and regulations governing the platting of all lands within the city and within the planning district, so as to require that such platting shall conform to the official map, and may, in behalf of the local government within the limits of which the land in question is situated, make such other requirements as may lawfully be made. All plans, plats, replats or descriptions showing the layout of any street, highway or alley upon private property, or of building lots in connection with or in relation to such highway, street or alley, to be dedicated to public use or to the use of purchasers or owners of lots fronting on or adjacent to such highway, street or alley, and located within the city or within the planning district, shall be submitted to the city planning board and approved by it before they shall be recorded. The disapproval or failure to approve of any such plan, plat, replat or description by the city planning board shall be deemed a refusal by the local government within the limits of which the land in question is situated, of the proposed dedication shown thereon. The approval of the city planning board shall be deemed an acceptance of the proposed dedication; but shall not impose any duty upon the city or any other local government concerning the maintenance or improvement of any such dedicated parts, until the proper authorities of the city or other local government shall have made actual appropriation of the same entry, use and improvement.

Code 1981, § 14-29)

**BACKGROUND:**

The applicant is requesting to close Viking Street to “cut down on traffic going through to the other street.” Notices to surrounding property owners were mailed; the advertisement was run; and departmental review requests sent to police, fire, water/sewer/streets/sanitation and building. Department responses are included under “Considerations” below. Several calls have been received voicing concerns with this request.

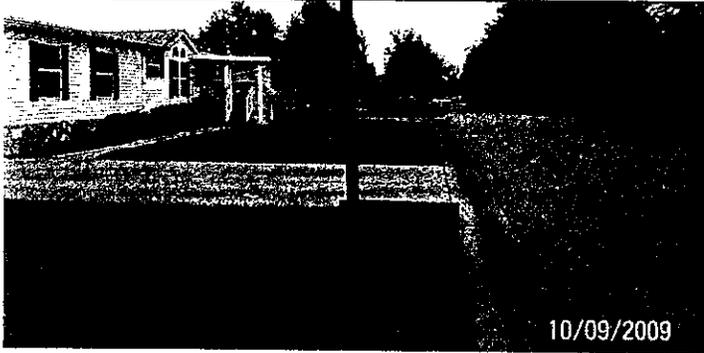
**CONSIDERATIONS**

A review of the Comprehensive Plan and the Municipal Code does not provide guidelines other than Section 54-44 above. Items to consider are:

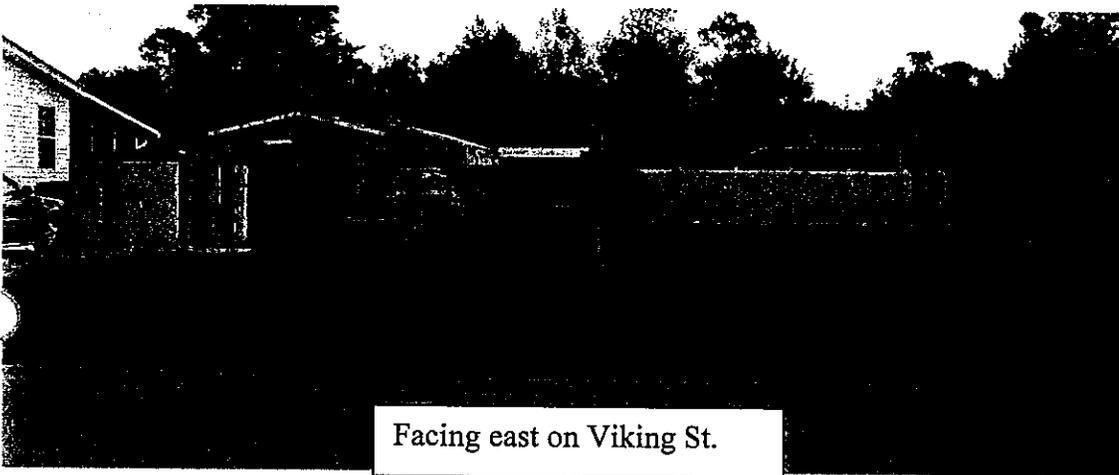
- Police Dept. comments attached – recommends gates be put in place based upon the number of calls for service and traffic related issues.
- Chief Building Official – no comments
- Fire Marshal – verbally commented that since no information was given on how closure was going to take place. Stated in the event they elected to install a gate – he suggested a “yelp sensor” be installed to allow access by any emergency vehicle.
- Public Works – stated he did not have enough information to provide a statement
- Utilities Superintendent – access concerns if a water/sewer issue arises. Comments attached.
- Public access – this street has historically been open for thru traffic. This will present a change of the traffic pattern and proper signage would need to be installed at the owner’s expense directing traffic to other streets.
- Impact to surrounding homes/neighborhood – we have received responses from several property owners who are opposed to the street closure.

**PHOTOS**

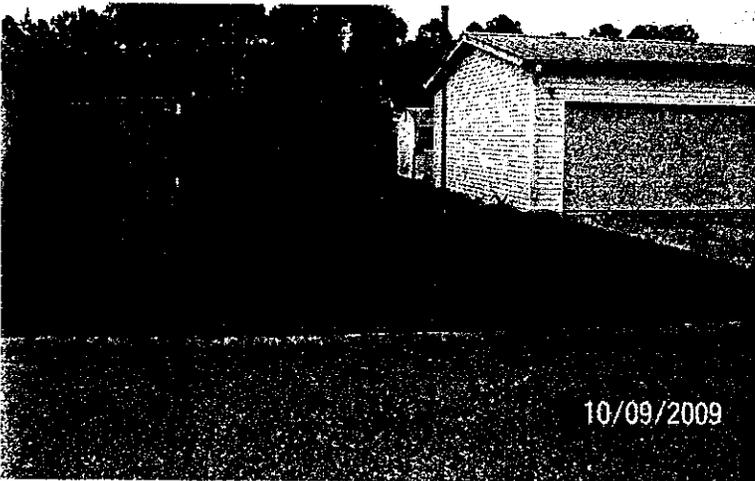
Posting on Viking St. – view facing north



View facing south



Facing east on Viking St.



View facing west

**Application for Street Closing/  
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 - 09-27

Date Received: 09-11-09

Hearing date: 11/6/09

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

**TO BE COMPLETED BY APPLICANT**

Street Name and segment of street to be closed or legal description of easement to be vacated:

Viking St. between 4th & 5th Manoc

Street Type:

- Paved
- Brick
- Dirt
- Unopened

Total length of the street segment/easement:

Total length of street/easement to be closed:

Why is the applicant requesting that the street segment be closed or easement vacated?

To cut down on traffic going through to other street.

If the applicant owns property adjacent to the street segment/easement, attach copy of recorded deed including parcel number.

Survey (if required) or drawing of proposed area to be closed/vacated (Attached)

Requester

Owner Name: Kenneth Downs

Owner Address:

Phone Number: 329-0171

Agent Name:

Agent Address:

Phone Number:

**This application submitted by:**

Signature of owner(s): Kenneth M. Downs

Print owner(s) names(s): Kenneth M Downs

Signature of Agent(s): \_\_\_\_\_

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

**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 Kenneth Downs executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 14th day of Sept A.D. 2009.



[Signature]  
Notary Public

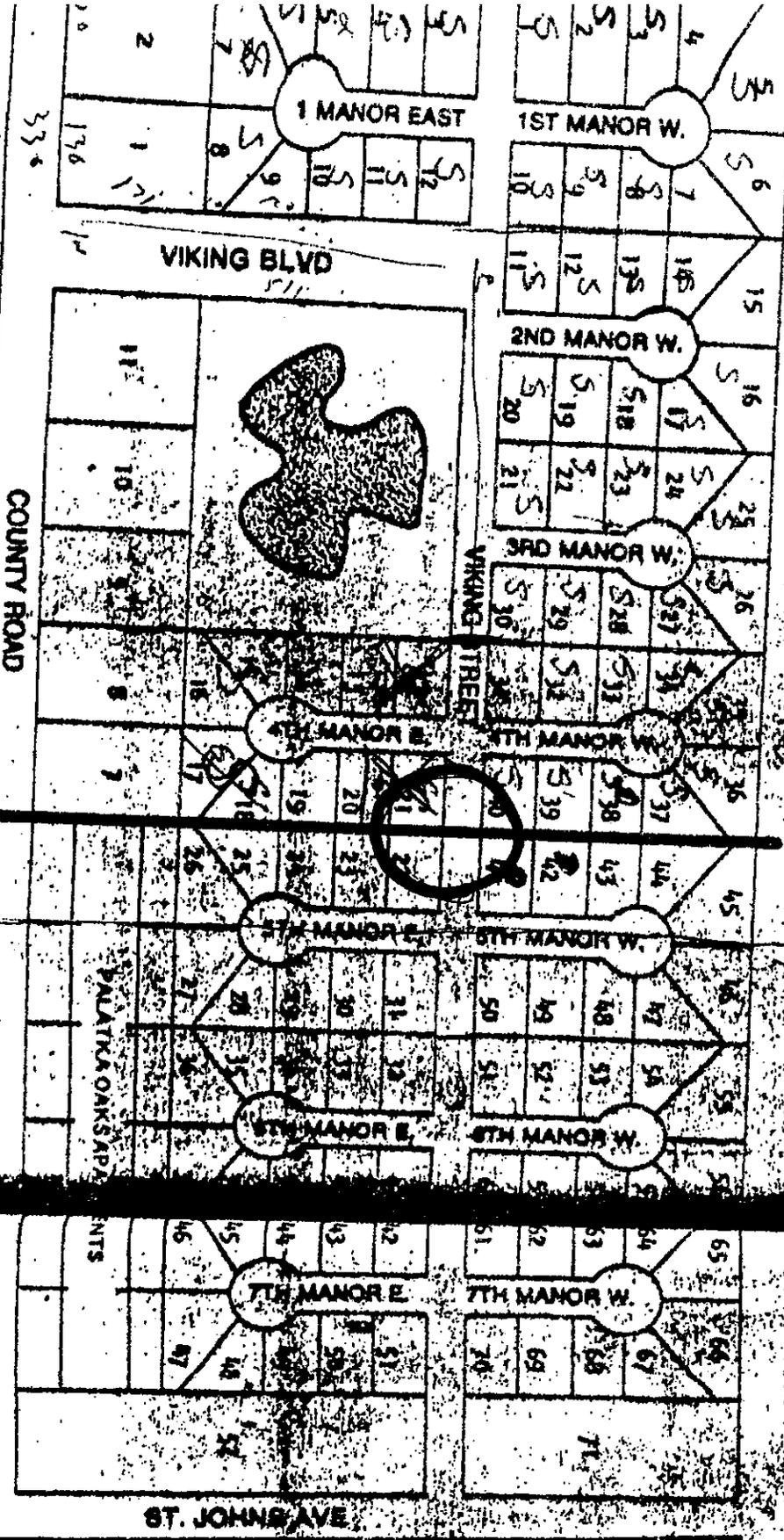
My commission expires: Aug 4, 2011

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

715 A-5  
R-16

A SUBDIVISION IN PUTNAM COUNTY, FLORIDA

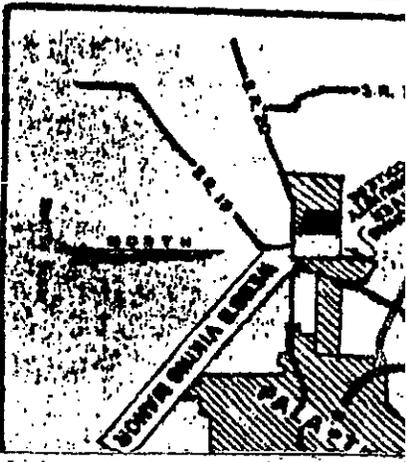


ST. JOHNS RIVER JUNIOR COLLEGE

COUNTY ROAD

VIKING BLVD

ST. JOHNS AVE



RECEIVED

SEP 16 2005

BY:

**Palatka Police Department  
110 North 11<sup>th</sup> Street**

**Memorandum**

**Date:** October 7, 2009  
**To:** Debbie Banks  
**From:** Gary S. Getchell, Chief of Police   
**Subject:** Departmental Review Request

---

**Attached, please find our historical files pertaining to your request for review. Please feel free to call if you should have any questions or concerns.**

Cc;

## Departmental Review Request

Address: a portion of Viking Stree, between 4<sup>th</sup> & 5<sup>th</sup> Manor

Case #: 09-27

Please review the enclosed request and make any comments in writing to Building & Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.

<input type="checkbox"/> Rezoning	<input type="checkbox"/> Site Plan Review
<input type="checkbox"/> Annexation	<input type="checkbox"/> Small Scale Amendment ( 9.99 acres or less)
<input type="checkbox"/> Large Scale Amendment(10+ acres)	<input type="checkbox"/> Concurrency Review
<input type="checkbox"/> Conditional Use Request	<input type="checkbox"/> Variance
<input checked="" type="checkbox"/> Street Closing/Street Name Change	<input type="checkbox"/> Other

Meeting Date: November 3, 2009

Response Deadline: October 12, 2009

Date submitted by applicant: 09/11/09

Date forwarded to Departments for review: 9\30\09

Submitted to:

- Water/Sewer/Streets/Sanitation
- Police
- Fire
- Chief Building Official

- Sewer Plant
- Water Plant
- Parks
- Weed & Seed

- Cemetery
- Golf
- Airport

Current Property Use: Public-right-of-way

Proposed Property Use: Blocked street

Current Land Use Designation: N/A

Requested Land Use Designation: N/A

Current Zoning Classification: N/A

Requested Zoning Classification: N/A

Acreage:

# of Units N/A

Kenneth Downs  
**Owner/Applicant Name**  
 2020 Ashbrooke Ln  
**Owner/Applicant Address**  
 Palatka, FL 32177  
**City/State/Zip**  
 386-329-0200  
**Phone Number**

**Agent Name**  
  
**Agent Address**  
  
**City/State/Zip**  
  
**Phone Number**

Planning Dept. Comments: Applicant requesting to close Viking St. to cut down on traffic passing through neighborhood.

*Thanks,  
Debbie*

- ~~No Comments~~
- Comments Attached

Reviewed by: \_\_\_\_\_

Title: \_\_\_\_\_

*[Signature]*  
 Chief of Police

Parcel#

**Palatka Police Department  
110 North 11<sup>th</sup> Street**

**Memorandum**

**Date: July 27, 2009**  
**To: Woody Boynton, City Manager**  
**CC: Kenny Downs**  
**From: Gary S. Getchell, Chief of Police**  
**Subject: Deerwood Subdivision**

---

**At the request of Kenny Downs to revise a memo I had sent on October 22, 2007 concerning a CEPTED on Deerwood Subdivision, I am revising the date only.**

**A crime Prevention Analysis through Environmental Design (CEPTED) was conducted for Deerwood Subdivision, and based upon the number of calls-for service and traffic related issues, we recommend gates be put in place to prevent some of the issues relating to these matters mentioned.**

Cc;



Palatka Police Department  
110 North 11<sup>th</sup> Street

**Memorandum**

**To:** Al Bush-City Manager  
**From:** Gary Getchell Chief of Police *ggetch*  
**CC:** City Commissioners and Kenny Downs  
**Date:** 10/22/2007  
**Re:** Deerwood Subdivision

---

A Crime Prevention Analysis through Environmental Design (CEPTED) was conducted for Deerwood Subdivision, and based upon the number of calls-for service and traffic related issues, we recommend gates be put in place to prevent some of the issues relating to these matters mentioned.

PPD form 0002  
Revised 09/03

**TO: Chief Gary Getchell  
Palatka Police Department**

October 16, 2007

*Rec.  
10/16/07  
[Signature]*

Dear Chief Getchell,

In June I sent you a letter telling you of the problems that we are having in our Deerwood subdivision. You responded by having commander Reno Fells look into the problems I outlined in my letter. Commander Fells had a traffic counter placed at the entrance of Viking Boulevard and College Road entering Deerwood and another traffic counter placed at Viking Street and St. Johns Avenue. The counter at Viking Street and St. Johns indicated that 3,215 vehicles travel that area over a 90 hour period. The traffic counter at Viking Boulevard entering Deerwood during the same period had 4,055 vehicles that travel in the area. This shows that approximately 1,014 more vehicles travel through Deerwood subdivision than from St. Johns Avenue. The records show that there is about 156 licensed drivers that reside there. Commander Fells also addressed the crime problem. According to the data provided by the Police Department crime analyst since January 1, 2007 until June 28, 2007 there have been 21 calls for service. In the area from Fifth Manor to St. Johns Avenue with petitions in hand from all but two of the landowners in Deerwood I formally ask as you as Police Chief recommend to the City Commission that the Street be closed between Fourth and Fifth Manor.

Sincerely,

*Kenny Downs*  
Kenneth M. Downs

*Christeen,  
Do memo to City Mgr.  
and Commission w/ cc. to  
Kenny Downs regarding CPTED  
recommendations.  
Get w/me for more info*



**Palatka Police Department  
110 North 11<sup>th</sup> Street**

**Memorandum**

**To:** Al Bush-City Manager  
**From:** Gary Getchell Chief of Police *gg*  
**CC:** City Commissioners and Kenny Downs  
**Date:** 10/22/2007  
**Re:** Deerwood Subdivision

---

A Crime Prevention Analysis through Environmental Design (CEPTED) was conducted for Deerwood Subdivision, and based upon the number of calls-for service and traffic related issues, we recommend gates be put in place to prevent some of the issues relating to these matters mentioned.

June 14, 2007

Rec  
6/14/07  
pg

Chief Gary Getchell  
Palatka Police Department

Dear Chief Getchell:

I spoke with you recently about closing Viking Manor Road going from Deer Wood Subdivision to St. Johns Avenue. In our conversation I talked to you about the traffic that goes through our neighborhood. Most of the traffic is using Viking Manor as a short cut or going to one of the mobile homes from 5<sup>th</sup> Monroe to St. Johns Avenue. Some of the problems that we face are speeding, because it is such a long distance to St. Johns Avenue, and a drug problem on 5<sup>th</sup> Manor.

Recently, while I was working in my yard, a speeding truck took the corner on two wheels. I hurried to my truck and followed him to 6001 5<sup>th</sup> Manor East where he had stopped to load boxes, that were in the road, in front of the Mobile Home. He was covered in blood and said he had to hurry before they killed him. About three month ago we had another incident where a truck entered our subdivision, in the middle of the night turned around in the middle of the intersection at a high rate of speed hit the stop sign and then almost ran through the house at the corner of 2<sup>nd</sup> Manor West. The truck had no tire on the left rear and cut the road by driving on just the rim. The next day I followed the cut in the road to 6001 5<sup>th</sup> Manor East. Then we had a person from the mobile home area, I think off of 6<sup>th</sup> Manor, come down early one morning with no clothes on and a gun and stood in the yard at 1<sup>st</sup> Manor. Chief, I could go on with many more on the same type stories, but I'm sure you see the pattern.

We have small children and senior citizens that walk and play here and we want our neighborhood to have only one way in and out so that only the neighbors would want to enter. I have spoken to the fire chief and he said it would not be a problem. We have worked hard in our neighborhood to have one of the best in the county and we do, but we need your help.

Sincerely,

*Kenny Downs*  
Kenny Downs

1. do letter back
2. Traffic Court  
- Both ends
3. CFS Counts for area
- A Crime #'s

**Palatka Police Department  
110 North 11<sup>th</sup> Street**

**Memorandum**

**Date:** 7-6-07  
**To:** Chief Gary Getchell  
**From:** Cmdr Reno Fells  
**Subject:** Traffic /Crime Issues-Viking Manor Road going from Deerwood Subdivision to St. Johns Avenue.

---

This is in response to your memo dated 6-22-07. A traffic analysis was conducted in the Viking Manor/Deerwood Subdivision to assess the possibility of closing Viking Manor Road in an effort to reduce traffic and crime in this neighborhood.

According to the correspondence from Mr. Kenny Downs, he cited to specific problems first, speeding motorists and drugs possibly being sold in the area of 5th Manor.

You requested that I provide recommendation(s) to you to determine the possibility of closing the road.

During the analysis, the following issues were considered.

**Traffic**

- How many crashes occur in the area? How many are crashes with other vehicles? Pedestrians? Bicyclist?
- What percentage of crashes in the area is speed related?
- How many complaints have the Police Department received about speeding in the area?
- What specifically, do citizens complain about?
- Actual crashes? Fear of walking or riding? Noise?
- Who are the most frequent offenders, such as residents, commuters or visitors?
- Traffic count at both ends of road/neighborhood.

According to Police Department crime analyst data, there was no traffic crashes reported in the area during the reporting period. There were no citizen generated complaints about speeding.

A traffic counter was placed at the entrance to Viking Boulevard and College Road and another at the entrance to Viking Street and St Johns Avenue. The counter at the Viking Street entrance indicated that 3,215 vehicles traveled in the area over a 90 hour period. The Counter at the Viking Boulevard entrance indicated that 4,055 vehicles traveled in the area during the same time period. This equals to approximately 1,014 vehicles daily that travel through the Deerwood Subdivision entrance, while there are only approximately 156 licensed drivers that reside there.

Below are possible responses to the traffic problems:

1. **Using traffic calming.** Traffic calming describes a wide range of road and environment design changes that either make it more difficult for a vehicle to speed or make drivers believe they should slow down.
  - Traffic calming measures include narrowing the road
  - Putting bends and curves in the road
  - Installing road humps
  - Adding pedestrian crosswalks that are raised or made from distinctive materials.
  - Planting trees and other foliage along roadsides
  - Building traffic circles and roundabouts
  - Building traffic islands
  - Installing gateways
2. **Posting warning signs and signals.** Painting speed limits or "SLOW" on the road surface, in combination with posting roadside signs. Signs that remind motorists to slow down.
3. **Conducting anti-speeding public awareness campaigns.** Public awareness campaigns that thank motorists for slowing down. Slow down protect our kids etc.
4. **Informing complainants about actual speeds.** Actual speed limit should be posted in the area.
5. **Enforcing speeding laws.**
6. **Form neighborhood association to assist in monitoring speeding.**
7. **Place the Police Department speed trailer in the area to remind motorists of the posted speed limit.**
8. **Place divider between Deerwood Subdivision and Viking Manor.**

#### **Crime**

- **Number of calls for service, citizen generated and officer initiated.**
- **Arrests made at or around this location.**
- **What specific crimes were occurring.**
- **The Police Department drug unit to assess possible drug locations in the area and take the appropriate course of action.**

According to data provided by the Police Department crime analyst, since January 1, 2007 to June 28, 2007, there have been twenty one calls for service in this area and two arrests were made. Out of the twenty one calls for service, only six were generated by citizens.

This document does not make a recommendation whether the road should be closed or remain as is; however, it should assist Mr. Downs, other residents that live in the area, and the City Commission with making that decision.

CFS  
 VIKING Manor Area  
 First Half 2007

<u>EventType</u>	<u>Loc</u>	<u>DispoCode</u>	<u>ZoneAssign</u>	<u>ANIALTime</u>	<u>SourceCall</u>	<u>CaseNbr1</u>	<u>EventNbr</u>
84	VIKING MANOR AREA	P	P03	1/7/2007 10:45:45PM	ONV		20070070336
VEH	VIKING ST & VIKING BLVD	I	P03	1/14/2007 3:29:05AM	ONV	07000334	20070140049
51	6104 W MANOR ST	X	P03	1/25/2007 10:31:11PM	ONV		20070250358
51	6104 W 5TH MANOR	X	P03	2/1/2007 4:56:06PM	ONV		20070320228
22	6001 E 5TH MANOR	P	P03	2/2/2007 7:40:30AM	TEL		20070330051
60	6001 E 5TH MANOR	I	P03	2/2/2007 10:08:24AM	TEL		20070330104
14	6007 E 4TH MANOR	I	P03	2/5/2007 2:39:11PM	ONV	07000820	20070360174
84	VIKING MONOR	P	P03	2/5/2007 10:48:05PM	ONV	07000896	20070360333
84	VIKING MANOR	P	P03	2/6/2007 1:12:17AM	ONV		20070370019
84	VIKING MANOR	P	P03	2/6/2007 4:50:53AM	ONV		20070370056
84	VIKING MANOR	P	P03	2/6/2007 7:04:50AM	ONV		20070370064
14	VIKING MANOR	P	P03	2/6/2007 8:58:09AM	ONV		20070370081
51	3RD MANOR	P	P03	2/15/2007 4:20:55PM	TEL		20070460200
13P	5401 W 5TH MANOR	P	P03	4/12/2007 9:41:08AM	ONV	07002573	20071020088
VEH	VIKING MANOR	I	P03	4/12/2007 3:06:25PM	ONV		20071020180
VEH	VIKING MANOR	W	P03	4/14/2007 11:52:41PM	ONV		20071040381
13P	ST JOHNS VIKING MANOR	W	P03	4/15/2007 12:11:38A	ONV		20071050004
1013	ST JOHNS AND VIKING MANOR	I	P03	4/18/2007 3:43:08AM	TEL		20071080047
31	6006 E FIRST MANOR	A	P03	5/12/2007 6:02:26PM	TEL		20071320293
65	E 5TH MANOR	F	P03	5/20/2007 9:07:41PM	TEL		20071400328
04	6008 E 4TH MANOR	P	P03	6/2/2007 5:03:06AM	ONV	070003774	20071530054
	ST JOHNS IFO VIKING MANOR	B	P03				

As: Viking  
Manor Area  
First Half 2007

ADATE  
1/14/200  
6/28/200

LOCATION# LOCATION  
0 VIKING STREET/VIKING BLVD  
6001 EAST 7TH MANOR

DESCI  
DRIVERS LIC  
HIT AND RUN

CASE NUMBER  
07-00334  
07-04302

ARR OFFICER  
BRYANT  
GUY



**Palatka Police Department**  
**110 North 11<sup>th</sup> Street**

**Memorandum**

COPY

**To:** Commander Reno Fells  
**From:** Gary S. Getchell, Chief of Police  
**CC:** File  
**Date:** 6/22/2007  
**Re:** Traffic/Crime Issues -Viking Manor Road going from Deer Wood Subdivision to St. Johns Avenue

---

Please conduct a traffic analysis on Viking Manor Road, going from Deer Wood Subdivision to St. Johns Avenue. Collect data regarding the,

- Calls for Service/arrests made at or around this location
- Need traffic count at both ends of road/neighborhood

I need a recommendation regarding the possibility of closing this road to reduce traffic and crime in this neighborhood.

Please have all recommendations turned into me no later than ***Friday July 6, 2007.***

Attached: letter from K. Downs

---

**PUBLIC NOTICE**

---

Notice is hereby given that the CITY OF PALATKA HISTORIC PRESERVATION BOARD will hold a public hearing on November 5, 2009 at 4:00 P.M. at the Palatka City Hall, 201 N 2nd St. for the purpose of hearing the following matter:

**Request:** For a Certificate of Appropriateness to install a metal roof, repair/replace weatherboard, paint house, enlarge left side porch, and enlarge and enclose right side porch.

**Location:** 122 Dodge Street

**Owner:** Phyllis D. Carr

**Agent:** Daryl & Helen Lewis  
Case: HB 09-28

All interested parties are invited to attend this public hearing.

Debbie Banks  
Dir. of Building & Zoning

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE HISTORIC PRESERVATION 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 DEPT. AT (386) 329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.

Legal No. 04545447  
10/16/09

---

**PUBLIC NOTICE**

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**NOTICE OF PUBLIC HEARING**

The City of Palatka City Commission will conduct a public hearing on Thursday, October 22, 2009 at 6:00PM, or as soon thereafter as the matter may be heard in the Commission Meeting Room located at 201 N 2nd Street, Palatka, FL.

At the hearing the Commission will consider the following request:

To close that portion of N 16th Street between St. Johns Ave. and Reid St.

**Applicant:** St. Johns Automotive Real Estate, LLC  
**Agent:** Juli Holmes

A copy of the information regarding this request is available for review at the Palatka Building Dept., located at 205 N 2nd St., Palatka, FL or call (386)329-0103 for further information.

Interested persons wishing to speak on behalf of or in opposition to this request will be heard at the above-stated place and time. Person with disabilities requiring accommodations in order to participate should contact Betsy Driggers at (386) 329-0100 at least 24 hours in advance to request such accommodations.

Debbie Banks  
Dir. of Building & Zoning

Legal No. 04545448  
10/0709



---

**PUBLIC NOTICE**

---

Notice is hereby given that the City of Palatka PLANNING BOARD will hold a public hearing at their regular meeting on Tuesday, November 3, 2009 at 4:00 PM at City Hall, 201 North 2nd Street, for the purpose of hearing a:

**Request to close Viking Street between 4th & 5th Manor**  
**Applicant:** Kenneth Downs  
Case: PB 09-27

All interested parties are invited to attend this public hearing.  
Debbie Banks  
Dir. of Building & Zoning

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 BLDG. DEPT. AT (386)329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.

Legal No. 04545446  
10/16/09

## Departmental Review Request

Address: a portion of Viking Stree, between 4<sup>th</sup> & 5<sup>th</sup> Manor

Case #: 09-27

Please review the enclosed request and make any comments in writing to Building & Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.

<input type="checkbox"/> Rezoning	<input type="checkbox"/> Site Plan Review
<input type="checkbox"/> Annexation	<input type="checkbox"/> Small Scale Amendment ( 9.99 acres or less)
<input type="checkbox"/> Large Scale Amendment(10+ acres)	<input type="checkbox"/> Concurrency Review
<input type="checkbox"/> Conditional Use Request	<input type="checkbox"/> Variance
<input checked="" type="checkbox"/> Street Closing/Street Name Change	<input type="checkbox"/> Other

Meeting Date: November 3, 2009

Response Deadline: October 12, 2009

Date submitted by applicant: 09/11/09

Date forwarded to Departments for review: 9\30\09

Submitted to:

- Water/Sewer/Streets/Sanitation
- Police
- Fire
- Chief Building Official

- |                                      |                                   |
|--------------------------------------|-----------------------------------|
| <input type="checkbox"/> Sewer Plant | <input type="checkbox"/> Cemetery |
| <input type="checkbox"/> Water Plant | <input type="checkbox"/> Golf     |
| <input type="checkbox"/> Parks       | <input type="checkbox"/> Airport  |
| <input type="checkbox"/> Weed & Seed |                                   |

Current Property Use: Public-right-of-way

Proposed Property Use: Blocked street

Current Land Use Designation: N/A

Requested Land Use Designation: N/A

Current Zoning Classification: N/A

Requested Zoning Classification: N/A

Acreage:

# of Units N/A

Kenneth Downs  
**Owner/Applicant Name**  
 2020 Ashbrooke Ln  
**Owner/Applicant Address**  
 Palatka, FL 32177  
**City/State/Zip**  
 386-329-0200  
**Phone Number**

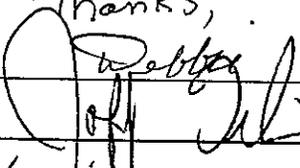
**Agent Name**  
  
**Agent Address**  
  
**City/State/Zip**  
  
**Phone Number**

Planning Dept. Comments: Applicant requesting to close Viking St. to cut down on traffic passing through neighborhood.

- No Comments
- Comments Attached

Reviewed by: \_\_\_\_\_

Title: \_\_\_\_\_

Thanks,  
  
 \_\_\_\_\_ CBO  
 9/30/09

Parcel#

## Departmental Review Request

Address: a portion of Viking Stree, between 4<sup>th</sup> & 5<sup>th</sup> Manor

Case #: 09-27

Please review the enclosed request and make any comments in writing to Building & Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.	
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<input type="checkbox"/> Annexation	<input type="checkbox"/> Small Scale Amendment ( 9.99 acres or less)
<input type="checkbox"/> Large Scale Amendment(10+ acres)	<input type="checkbox"/> Concurrency Review
<input type="checkbox"/> Conditional Use Request	<input type="checkbox"/> Variance
<input checked="" type="checkbox"/> Street Closing/Street Name Change	<input type="checkbox"/> Other
<b>Meeting Date: November 3, 2009</b>	<b>Response Deadline: October 12, 2009</b>
<b>Date submitted by applicant: 09/11/09</b>	<b>Date forwarded to Departments for review: 9/30/09</b>
<b>Submitted to:</b> <input checked="" type="checkbox"/> Water/Sewer/Streets/Sanitation <i>Rhett</i> <input type="checkbox"/> Police <input type="checkbox"/> Fire <input type="checkbox"/> Chief Building Official	<input type="checkbox"/> Sewer Plant <input type="checkbox"/> Water Plant <input type="checkbox"/> Parks <input type="checkbox"/> Weed & Seed <input type="checkbox"/> Cemetery <input type="checkbox"/> Golf <input type="checkbox"/> Airport
<b>Current Property Use: Public-right-of-way</b>	<b>Proposed Property Use: Blocked street</b>
<b>Current Land Use Designation: N/A</b>	<b>Requested Land Use Designation: N/A</b>
<b>Current Zoning Classification: N/A</b>	<b>Requested Zoning Classification: N/A</b>
<b>Acreage:</b>	<b># of Units N/A</b>
<b>Kenneth Downs</b> <b>Owner/Applicant Name</b> 2020 Ashbrooke Ln <b>Owner/Applicant Address</b> Palatka, FL 32177 <b>City/State/Zip</b> 386-329-0200 <b>Phone Number</b>	<b>Agent Name</b> <b>Agent Address</b> <b>City/State/Zip</b> <b>Phone Number</b>
<b>Planning Dept. Comments:</b> Applicant requesting to close Viking St. to cut down on traffic passing through neighborhood.	
<input type="checkbox"/> No Comments <input checked="" type="checkbox"/> Comments Attached	Reviewed by: <i>Rhett H. McEmery</i> Title: <i>Superintendent Utilities</i>

**Parcel#**

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

# Memo

**To:** Debbie Banks, Planning Director  
**From:** Rhett McCamey  
**CC:** File  
**Date:** 10/12/2009  
**Re:** Street Closing (Viking St.)

---

Blocking Viking St. could lead to people not being able to leave or gain access to their property for extended periods of time in the event of a water main or sewer main failure in which the road is washed out, caved in or has to be excavated. Also Fire and Rescue personnel and equipment would not be able to gain access in these situations.

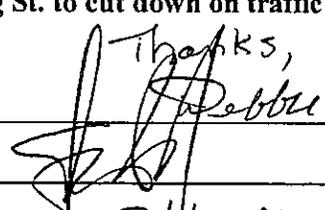
Rhett McCamey, Superintendent



## Departmental Review Request

Address: a portion of Viking Stree, between 4<sup>th</sup> & 5<sup>th</sup> Manor

Case #: 09-27

<p><b>Please review the enclosed request and make any comments in writing to Building &amp; Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.</b></p>		
<input type="checkbox"/> Rezoning	<input type="checkbox"/> Site Plan Review	
<input type="checkbox"/> Annexation	<input type="checkbox"/> Small Scale Amendment ( 9.99 acres or less)	
<input type="checkbox"/> Large Scale Amendment(10+ acres)	<input type="checkbox"/> Concurrency Review	
<input type="checkbox"/> Conditional Use Request	<input type="checkbox"/> Variance	
<input checked="" type="checkbox"/> Street Closing/Street Name Change	<input type="checkbox"/> Other	
<b>Meeting Date: November 3, 2009</b>	<b>Response Deadline: October 12, 2009</b>	
Date submitted by applicant: 09/11/09	Date forwarded to Departments for review: 9\30\09	
Submitted to:		
<input checked="" type="checkbox"/> Water/Sewer/Streets/Sanitation <i>woody</i> <input type="checkbox"/> Police <input type="checkbox"/> Fire <input type="checkbox"/> Chief Building Official	<input type="checkbox"/> Sewer Plant <input type="checkbox"/> Water Plant <input type="checkbox"/> Parks <input type="checkbox"/> Weed & Seed	<input type="checkbox"/> Cemetery <input type="checkbox"/> Golf <input type="checkbox"/> Airport
Current Property Use: Public-right-of-way	Proposed Property Use: Blocked street	
Current Land Use Designation: N/A	Requested Land Use Designation: N/A	
Current Zoning Classification: N/A	Requested Zoning Classification: N/A	
Acreage:	# of Units N/A	
Kenneth Downs <b>Owner/Applicant Name</b> 2020 Ashbrooke Ln <b>Owner/Applicant Address</b> Palatka, FL 32177 <b>City/State/Zip</b> 386-329-0200 <b>Phone Number</b>	<b>Agent Name</b>  <b>Agent Address</b>  <b>City/State/Zip</b>  <b>Phone Number</b>	
<b>Planning Dept. Comments:</b> Applicant requesting to close Viking St. to cut down on traffic passing through neighborhood.		
<input type="checkbox"/> No Comments <input checked="" type="checkbox"/> Comments <del>Attached</del> <i>Below</i>	<b>Reviewed by:</b>  <b>Title:</b> <i>Public Works</i>	

**Parent#**

*Without a schematic of how this roadway is to be closed, we can not offer a recommendation. - Main issue would be public safety. Drainage, turn-arounds and other engineering aspects*

*need to be shown before a public works decision is rendered.*



# 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, November 3, 2009 at 4:00PM at City Hall, 201 North 2<sup>nd</sup> Street, for the purpose of hearing a:

Request to close Viking Street between 4<sup>th</sup> and 5<sup>th</sup> Manor

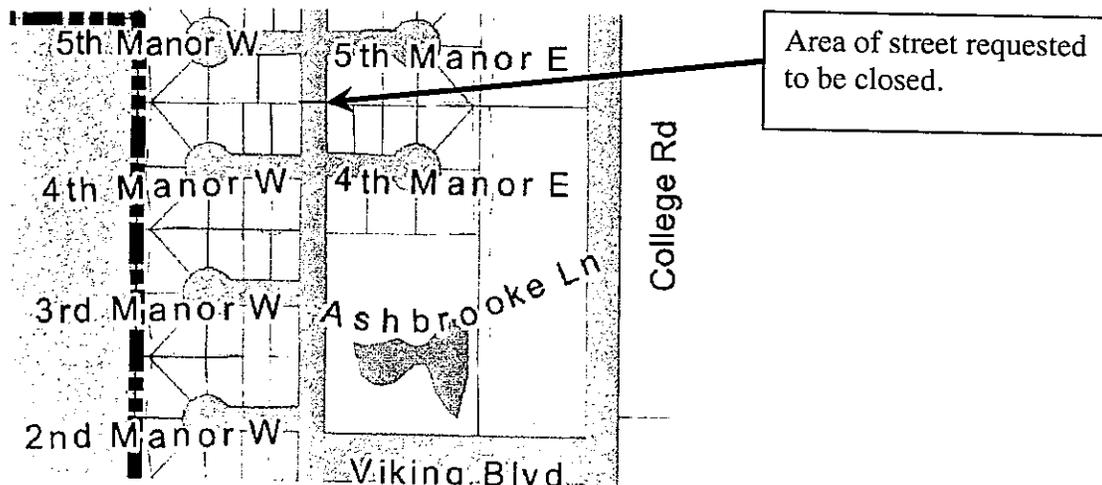
Applicant: Kenneth Downs

Case: PB 09-27

All interested parties are invited to attend this public hearing.

Debbie Banks

Director of Building & Zoning



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

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MILES C + TERESA A ANDERSON  
6005 4TH MANOR E  
PALATKA FL 32177

PB09-27

PENNY LUCILE ANDERSON  
6003 4TH MANOR E  
PALATKA FL 32177

PB09-27

VERNON BENDER  
6005 5TH MANOR E  
PALATKA FL 32177

PB09-27

MARY M BENNEHOFF  
6105 4TH MANOR WEST  
PALATKA FL 32177

PB09-27

LILLIAN + ALTON BIVINS  
6006 5TH MANOR E  
PALATKA FL 32177

PB09-27

GERALD D + JUANITA A BRISBIN  
401 VIKING ST  
PALATKA FL 32177

PB09-27

BROWNING PACKING COMPANY INC  
480 SOUTH HWY 17  
SAN MATEO FL 32187

PB09-27

J DONALD+DOROTHY C CAUSEY LIFE EST  
305 VIKING ST  
PALATKA FL 32177

PB09-27

MICHAEL + HELEN CLEVELAND PB 09-27  
306 VIKING ST  
PALATKA FL 32177

PB09-27

MARY JANE COUNTS  
6104 5TH MANOR WEST  
PALATKA FL 32177

PB09-27

ERNEST R ELLIOTT  
PO BOX 1063  
PALATKA FL 32178

PB09-27

CATHERINE + PHILLIP C FREEMAN  
111 N PALM AVE  
PALATKA FL 32177

PB09-27

FRONT GATE HOLDINGS LLC  
PO BOX 229  
GRANT FL 32949

PB09-27

JAMES R HEDGE  
6002 5TH MANOR E  
PALATKA FL 32177

PB09-27

RONALD D+CYNTHIA A HOLDERFIELD  
6001 5TH MANOR E  
PALATKA FL 32177

PB09-27

KUMAR RAMESH + HEMAXI KACHOLIA  
6104 W 4TH MANOR WAY  
PALATKA FL 32177

PB09-27

GEORGE T + SAUNDRA F KNOWLES  
6002 4TH MANOR E  
PALATKA FL 32177

PB09-27

MAVIS J MURPHY  
PO BOX 364  
PALATKA FL 32178

PB09-27

JAMES H + ALMA J MORRIS  
6105 5TH MANOR W  
PALATKA FL 32177

PB09-27

GARY S + DORIS NILSSON  
6108 4TH MANOR W  
PALATKA FL 32177

PB09-27

CHARLES M SR + LINDA G PURYEAR  
6006 4TH MANOR E  
PALATKA FL 32177

PB09-27

RICHARD + DENISE RAMIREZ  
6107 4TH MANOR W  
PALATKA FL 32177

PB09-

RUTH T SHAVE  
PO BOX 1185  
PALATKA FL 32178

PB09-

CATHERINE H SHOFNER  
6102 4TH MANOR WEST  
PALATKA FL 32177

PB09-

27

27

27

JANET G STONE-ERDMAN  
6103 4TH MANOR W  
PALATKA FL 32177

PB09-27

HOLLY CLARE WADE  
PO BOX 598  
PALATKA FL 32178

PB09-

THOMAS J + LAURA R WALL  
6007 4TH MANOR E  
PALATKA FL 32177

PB09-27

27

# **Street Closure Proposal**

**Presented to  
Palatka Planning Board**

**November 2009**

**Kenny Downs, Petitioner**



# Table of Contents

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Table of Contents	1
Proposal & Area Background	2
1992 Road Closure Request	3
2007 Road Closure Request	4
2009 Status	5
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Pictures of Deerwood	11-14
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# **Proposed: Request to close Viking Street between 4<sup>th</sup> and 5<sup>th</sup> Manor, East and West**

## **Area Background:**

- The area under consideration zoned R-4
- One entrance/exit for the area is off St. Johns Ave, another off College Rd
- Kenny Downs purchases 30 lots and has them rezoned to R-1
- He builds modest conventional homes
- Kenny purchases 20 additional lots (10 more later on), begins to build upscale conventional homes, and upgrades the entrance/exit off College Rd
- Creation of second entrance inadvertently creates a “shortcut” for travelers seeking to bypass college traffic enroute to Hwy 20 or apartment buildings off St. Johns Ave

## **Original road closure request in 1992 (Case 92-06PB)**

- Planning Board recommends to close & rezone as requested
  - The entire area was R-4
  - Deerwood side was changed to R-1
- After discussion, City Commission sent back to Planning Board
  - Owner of R-4 side states intention to build conventional homes in vacant lots
  - Also states road closure will create a public safety hazard (fire)
  - Also states road closure will reduce the value of his property
  - Commissioners agree more information from residents on each side is needed, and new owner's plans need further review
- After 15 years, request to close road is still pending review and approval

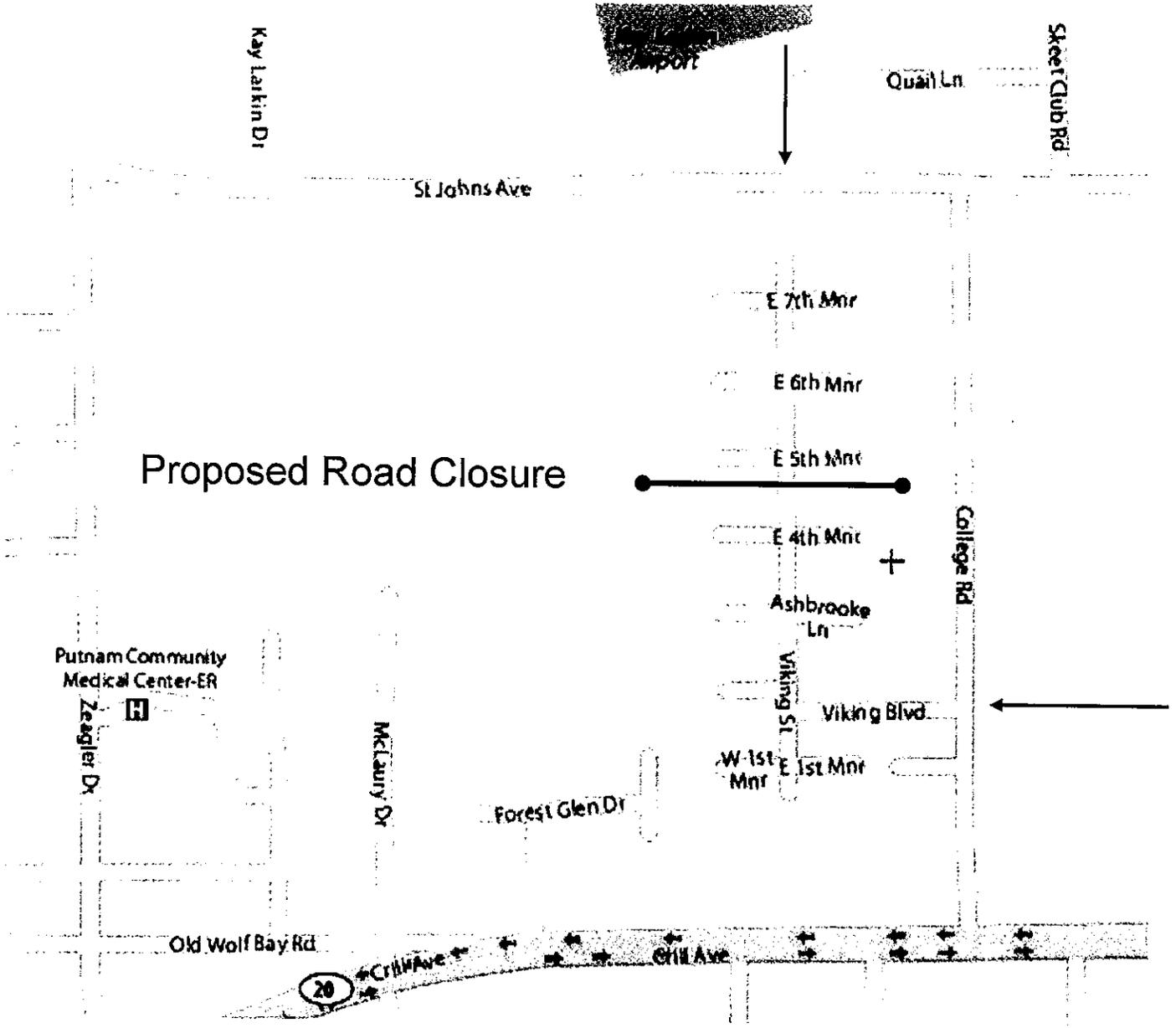
## **Kenny Downs renews request in June '07**

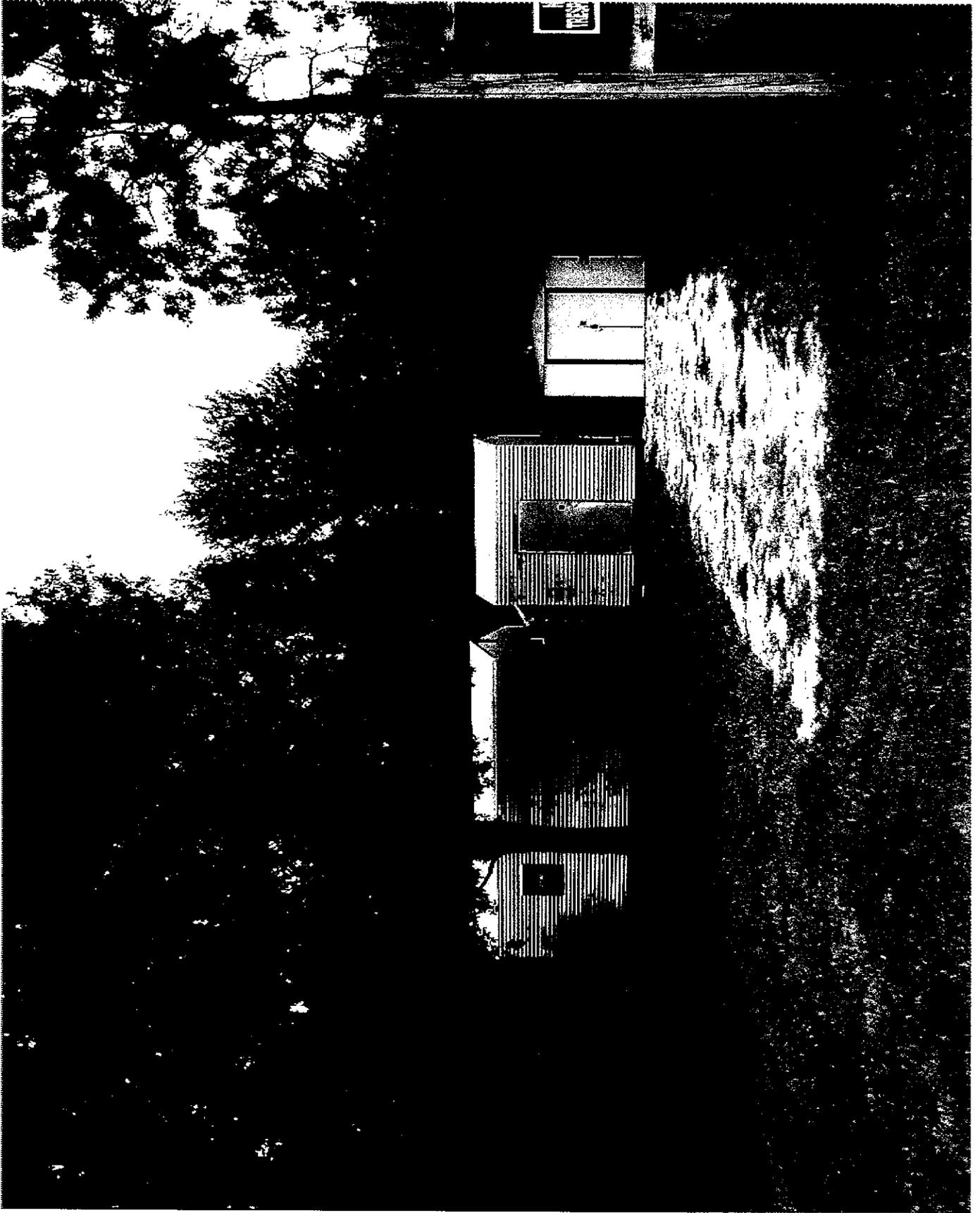
- Letter to Chief Getchell recounts a number of serious problems attributed to “shortcut”, from speeding to public indecency; asks for assistance
- Palatka police complete traffic analysis and crime statistics for area; data supports “shortcut” theory; a number of solutions offered, including road closure
- Kenny formally asks Chief Getchell to request that City Commission close the street between 4<sup>th</sup> and 5<sup>th</sup> Manor East and West in October 2007
- Kenny requests review of fire safety issues and receives a letter from Fire Chief Lambert which stated “no reason that the street should not be closed”
- Chief Getchell recommends gates be placed where road closure requested, also in October 2007

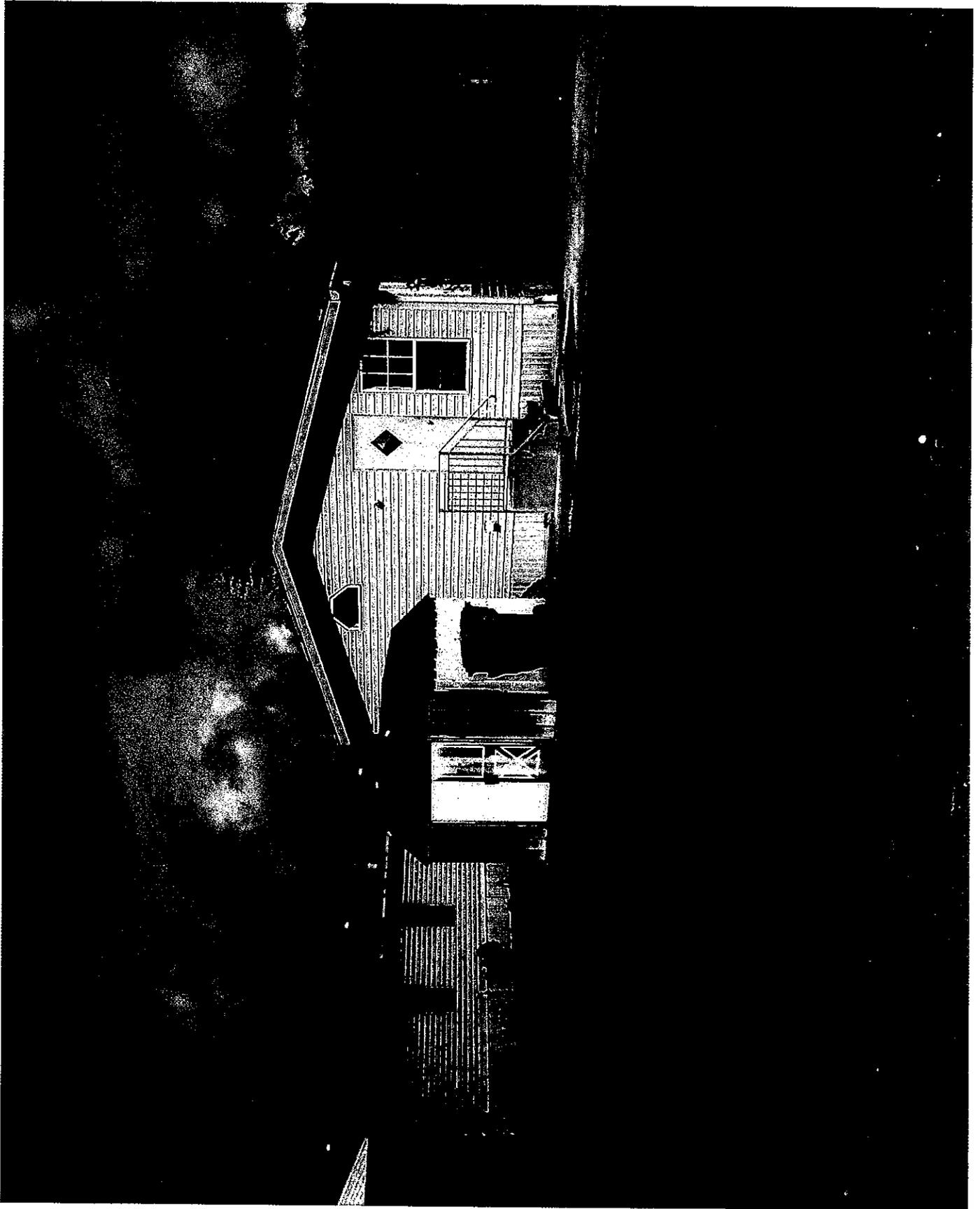
## **TODAY – November 2009**

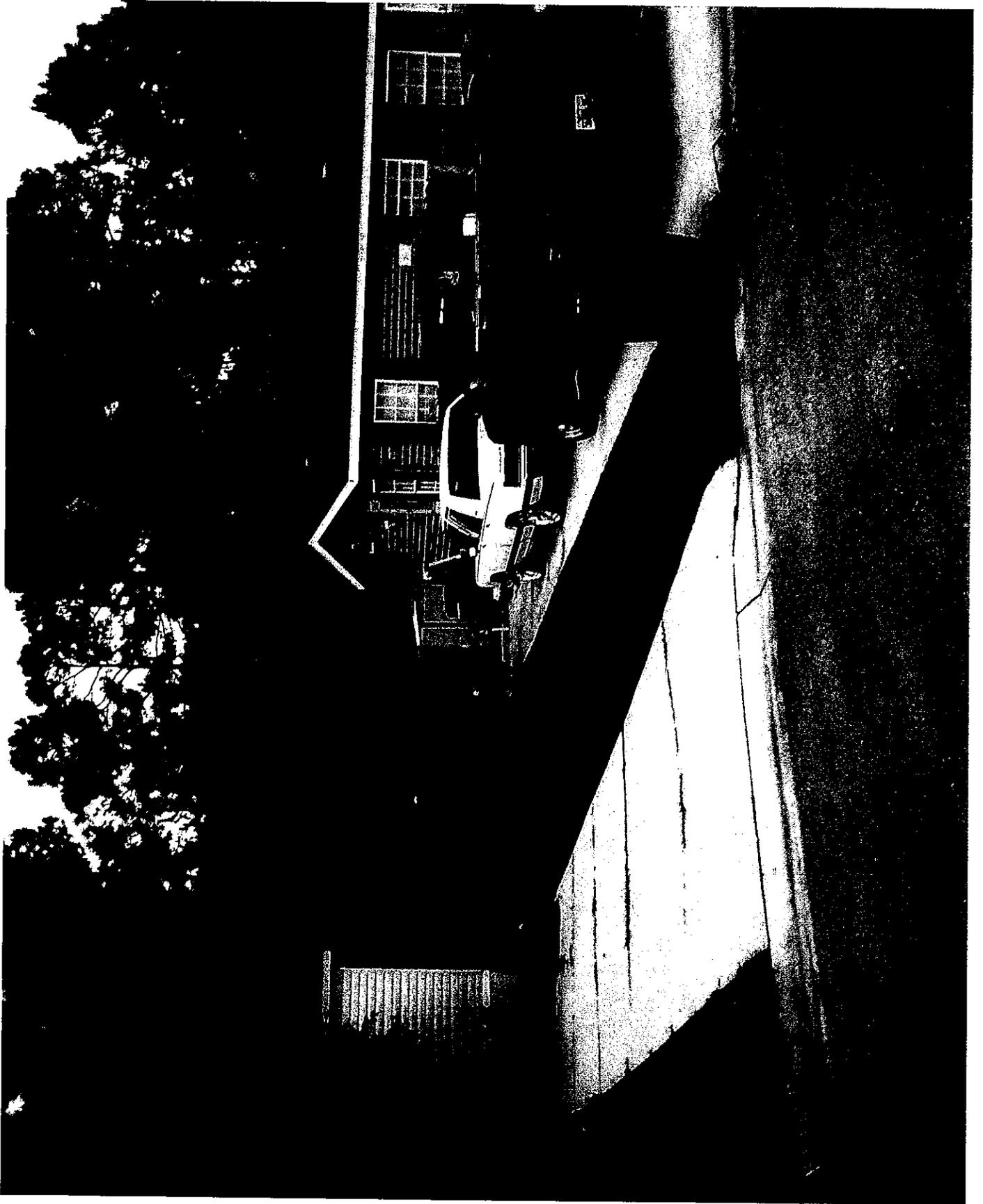
- **Public Safety issues are still a concern**
- **Police Chief Getchell continues to support road closure as requested**
- **Deerwood side of area has amassed nearly \$15 million in improvements**
- **Lots adjoining Deerwood were never upgraded as planned/discussed in 1992**
- **All open lots were developed as mobile homes, second hand mobile homes, or remain vacant**
- **Mobile home area improvements may approach \$2 million (generous estimate)**

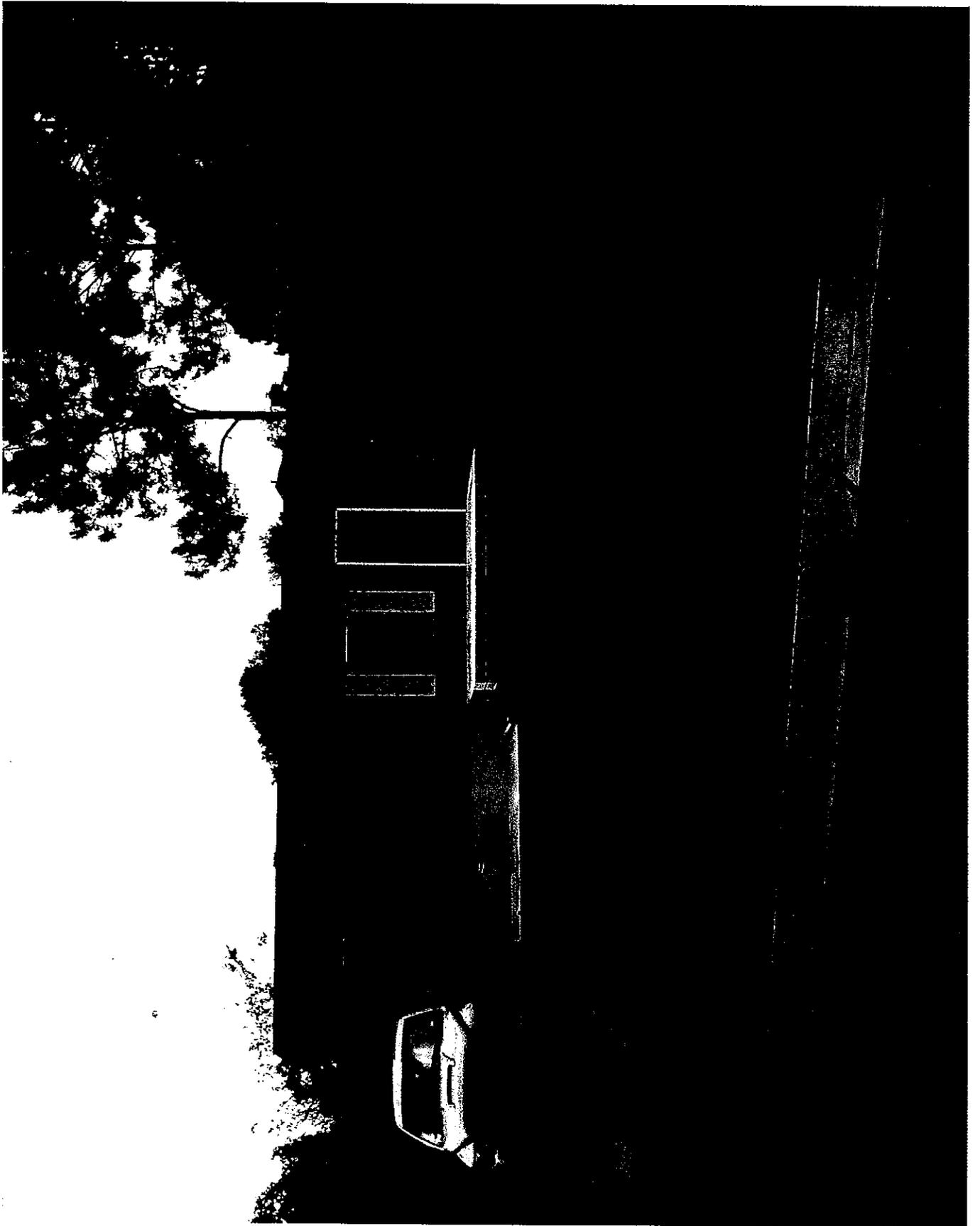
# Area Map

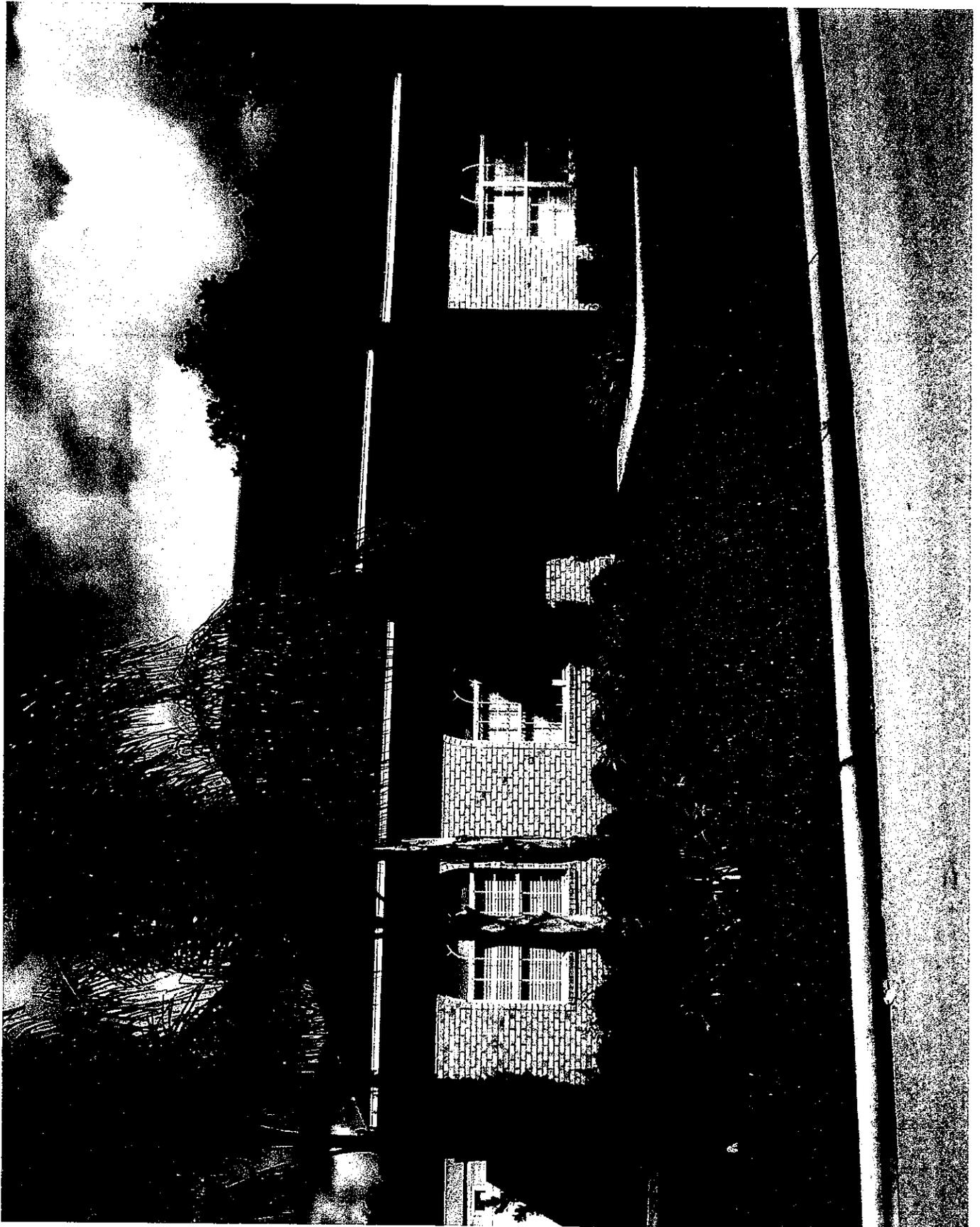


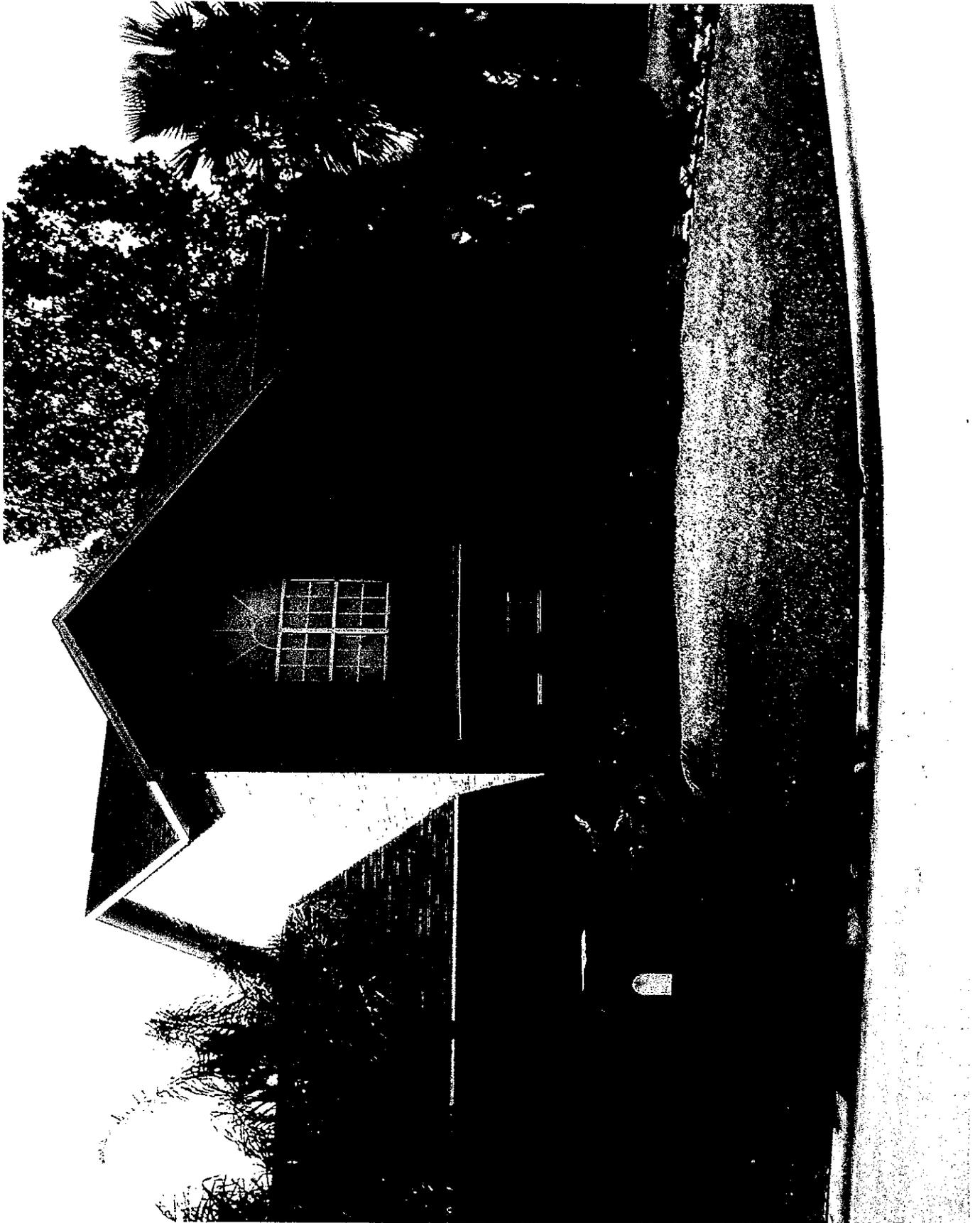


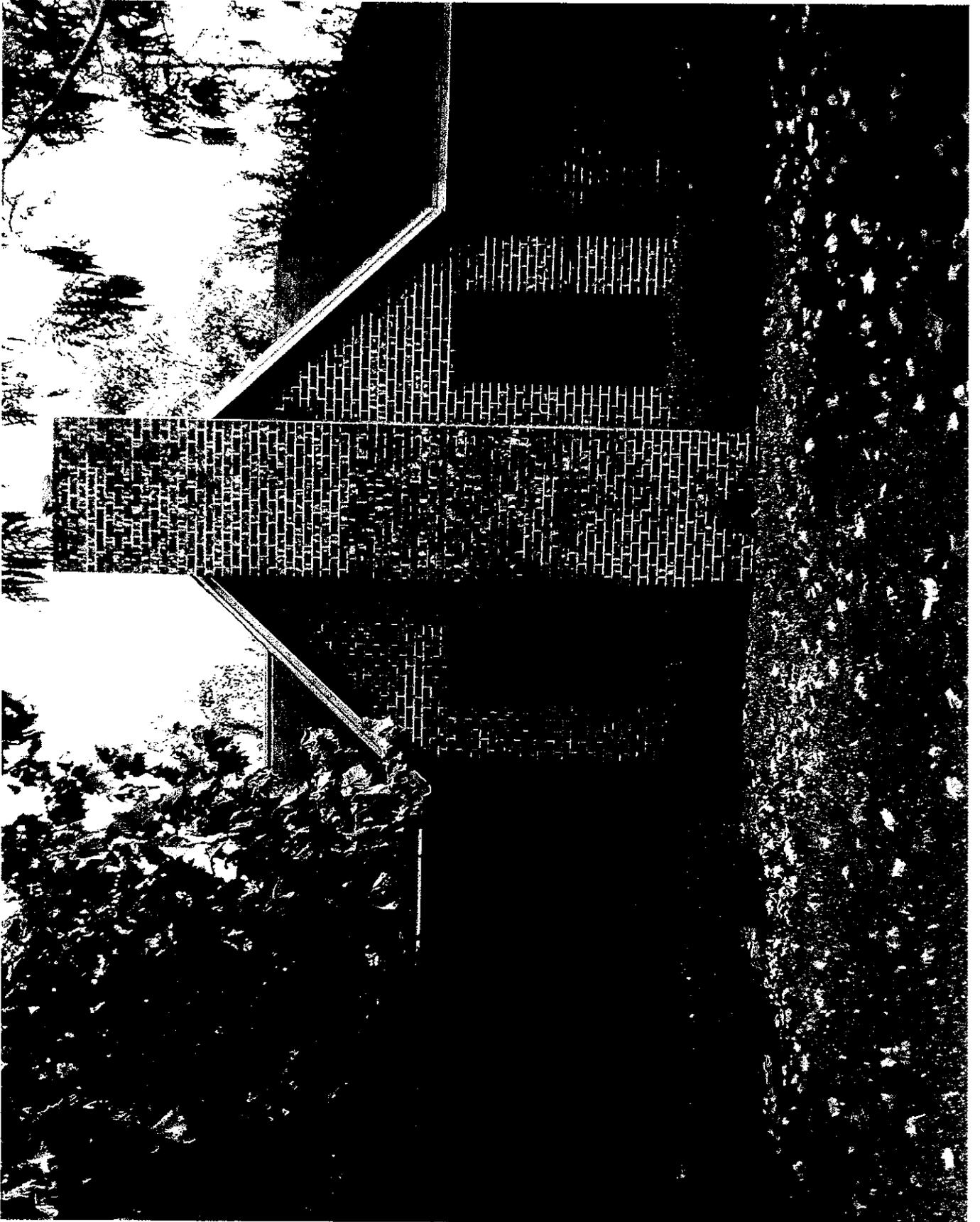














# EXHIBITS

June 14, 2007

Chief Gary Getchell  
Palatka Police Department

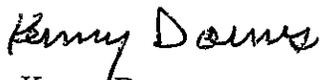
Dear Chief Getchell:

I spoke with you recently about closing Viking Manor Road going from Deer Wood Subdivision to St. Johns Avenue. In our conversation I talked to you about the traffic that goes through our neighborhood. Most of the traffic is using Viking Manor as a short cut or going to one of the mobile homes from 5<sup>th</sup> Monroe to St. Johns Avenue. Some of the problems that we face are speeding, because it is such a long distance to St. Johns Avenue, and a drug problem on 5<sup>th</sup> Manor.

Recently, while I was working in my yard, a speeding truck took the corner on two wheels. I hurried to my truck and followed him to 6001 5<sup>th</sup> Manor East where he had stopped to load boxes, that were in the road, in front of the Mobile Home. He was covered in blood and said he had to hurry before they killed him. About three month ago we had another incident where a truck entered our subdivision, in the middle of the night turned around in the middle of the intersection at a high rate of speed hit the stop sign and then almost ran through the house at the corner of 2<sup>nd</sup> Manor West. The truck had no tire on the left rear and cut the road by driving on just the rim. The next day I followed the cut in the road to 6001 5<sup>th</sup> Manor East. Then we had a person from the mobile home area, I think off of 6<sup>th</sup> Manor, come down early one morning with no clothes on and a gun and stood in the yard at 1<sup>st</sup> Manor. Chief, I could go on with many more on the same type stories, but I'm sure you see the pattern.

We have small children and senior citizens that walk and play here and we want our neighborhood to have only one way in and out so that only the neighbors would want to enter. I have spoken to the fire chief and he said it would not be a problem. We have worked hard in our neighborhood to have one of the best in the county and we do, but we need your help.

Sincerely,

  
Kenny Downs



# Palatka Police Department

Gary S. Getchell  
Chief of Police

*"Together we can make a difference"*

6/22/2007

Kenny Downs  
2020 Ashburg Drive  
Palatka, Florida 32177

Dear <sup>Kenny</sup> Mr. Downs:

I am in receipt of your letter dated 6/14/07 regarding traffic/crime issues on Viking Manor Road going from Deer Wood Subdivision to St. Johns Avenue. The Palatka Police Department will be retrieving data on all calls-for-service in or around this location to determine the feasibility of closing this road to reduce traffic/crime in this area. Based on the specific data we find, we would then be required to present this to the City Commission for approval. With issues similar to this in the past, the commissioners were in favor of closing roads to reduce these types of issues.

We will be in contact with you as soon as we have more information to present. Should you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

  
Gary Getchell  
Chief of Police

**TO: Chief Gary Getchell  
Palatka Police Department**

October 16, 2007

Rec.  
10/16/07  
[Signature]

Dear Chief Getchell,

In June I sent you a letter telling you of the problems that we are having in our Deerwood subdivision. You responded by having commander Reno Fells look into the problems I outlined in my letter. Commander Fells had a traffic counter placed at the entrance of Viking Boulevard and College Road entering Deerwood and another traffic counter placed at Viking Street and St. Johns Avenue. The counter at Viking Street and St. Johns indicated that 3,215 vehicles travel that area over a 90 hour period. The traffic counter at Viking Boulevard entering Deerwood during the same period had 4,055 vehicles that travel in the area. This shows that approximately 1,014 more vehicles travel through Deerwood subdivision that from St. Johns Avenue. The records show that there is about 156 licensed drivers that reside there. Commander Fells also addressed the crime problem. According to the data provided by the Police Department crime analyst since January 1, 2007 until June 28, 2007 there have been 21 calls for service. In the area from Fifth Manor to St. Johns Avenue with petitions in hand from all but two of the landowners in Deerwood I formally ask as you as Police Chief recommend to the City Commission that the Street be closed between Fourth and Fifth Manor.

Sincerely,

*Kenny D. Downs*  
Kenneth M. Downs

*Christen,  
Do memo to City Mgr.  
and Commission w/ cc to  
Kenny Downs regarding CPTED  
accommodations.  
Get w/me for more info*

**Palatka Police Department  
110 North 11<sup>th</sup> Street**

**Memorandum**

**Date:** 7-6-07  
**To:** Chief Gary Getchell  
**From:** Cmdr Reno Fells  
**Subject:** Traffic /Crime Issues-Viking Manor Road going from Deerwood Subdivision to St. Johns Avenue.

---

This is in response to your memo dated 6-22-07. A traffic analysis was conducted in the Viking Manor/Deerwood Subdivision to assess the possibility of closing Viking Manor Road in an effort to reduce traffic and crime in this neighborhood.

According to the correspondence from Mr. Kenny Downs, he cited to specific problems first, speeding motorists and drugs possibly being sold in the area of 5th Manor.

You requested that I provide recommendation(s) to you to determine the possibility of closing the road.

During the analysis, the following issues were considered.

**Traffic**

- How many crashes occur in the area? How many are crashes with other vehicles? Pedestrians? Bicyclist?
- What percentage of crashes in the area is speed related?
- How many complaints have the Police Department received about speeding in the area?
- What specifically, do citizens complain about?
- Actual crashes? Fear of walking or riding? Noise?
- Who are the most frequent offenders, such as residents, commuters or visitors?
- Traffic count at both ends of road/neighborhood.

According to Police Department crime analyst data, there was no traffic crashes reported in the area during the reporting period. There were no citizen generated complaints about speeding.

A traffic counter was placed at the entrance to Viking Boulevard and College Road and another at the entrance to Viking Street and St Johns Avenue. The counter at the Viking Street entrance indicated that 3,215 vehicles traveled in the area over a 90 hour period. The Counter at the Viking Boulevard entrance indicated that 4,055 vehicles traveled in the area during the same time period. This equals to approximately 1,014 vehicles daily that travel through the Deerwood Subdivision entrance, while there are only approximately 156 licensed drivers that reside there.

Below are possible responses to the traffic problems:

1. **Using traffic calming.** Traffic calming describes a wide range of road and environment design changes that either make it more difficult for a vehicle to speed or make drivers believe they should slow down.
  - Traffic calming measures include narrowing the road
  - Putting bends and curves in the road
  - Installing road humps
  - Adding pedestrian crosswalks that are raised or made from distinctive materials.
  - Planting trees and other foliage along roadsides
  - Building traffic circles and roundabouts
  - Building traffic islands
  - Installing gateways
2. **Posting warning signs and signals.** Painting speed limits or "SLOW" on the road surface, in combination with posting roadside signs. Signs that remind motorists to slow down.
3. **Conducting anti-speeding public awareness campaigns.** Public awareness campaigns that thank motorists for slowing down. Slow down protect our kids etc.
4. **Informing complainants about actual speeds.** Actual speed limit should be posted in the area.
5. **Enforcing speeding laws.**
6. **Form neighborhood association to assist in monitoring speeding.**
7. **Place the Police Department speed trailer in the area to remind motorists of the posted speed limit.**
8. **Place divider between Deerwood Subdivision and Viking Manor.**

#### **Crime**

- **Number of calls for service, citizen generated and officer initiated.**
- **Arrests made at or around this location.**
- **What specific crimes were occurring.**
- **The Police Department drug unit to assess possible drug locations in the area and take the appropriate course of action.**

According to data provided by the Police Department crime analyst, since January 1, 2007 to June 28, 2007, there have been twenty one calls for service in this area and two arrests were made. Out of the twenty one calls for service, only six were generated by citizens.

This document does not make a recommendation whether the road should be closed or remain as is; however, it should assist Mr. Downs, other residents that live in the area, and the City Commission with making that decision.

<u>EventType</u>	<u>Loc</u>	<u>DispoCode1</u>	<u>ZoneAssgn</u>	<u>ANALITime</u>	<u>SourceCall</u>	<u>CaseNbr1</u>	<u>EventNbr</u>
84	VIKING MANOR AREA	P	P03	1/7/2007 10:45:45PM	ONV		20070070336
VEH	VIKING ST & VIKING BLVD	I	P03	1/14/2007 3:29:05AM	ONV	07000334	20070140049
51	6104 W MANOR ST	X	P03	1/25/2007 10:31:11PM	ONV		20070250358
22	6001 E 5TH MANOR	X	P03	2/1/2007 4:56:06PM	ONV		20070320228
60	6007 E 4TH MANOR	P	P03	2/2/2007 7:40:30AM	TEL		20070330051
14	VIKING MONOR	I	P03	2/2/2007 10:08:24AM	TEL	07000820	20070330104
84	VIKING MANOR	I	P03	2/5/2007 2:39:11PM	ONV		20070360174
84	VIKING MANOR	P	P03	2/5/2007 10:48:05PM	ONV	07000896	20070360333
84	VIKING MANOR	P	P03	2/6/2007 1:12:17AM	ONV		20070370019
84	VIKING MANOR	P	P03	2/6/2007 4:50:53AM	ONV		20070370056
84	VIKING MANOR	P	P03	2/6/2007 7:04:50AM	ONV		20070370064
84	VIKING MANOR	P	P03	2/6/2007 8:58:09AM	ONV		20070370081
14	3RD MANOR	P	P03	2/15/2007 4:20:55PM	TEL		20070460200
51	5401 W 5TH MANOR	P	P03	4/12/2007 9:41:08AM	ONV	07002573	20071020088
13P	VIKING MANOR	I	P03	4/12/2007 3:06:25PM	ONV		20071020180
VEH	VIKING MANOR	W	P03	4/14/2007 11:52:41PM	ONV		20071040381
VEH	ST JOHNS VIKING MANOR	I	P03	4/15/2007 12:11:38A	ONV	07002641	20071050004
13P	ST JOHNS AND VIKING MANOR	A	P03	4/18/2007 3:43:08AM	TEL		20071080047
1013	6006 E FIRST MANOR	F	P03	5/12/2007 6:02:26PM	TEL		20071320293
31	E 5TH MANOR	P	P03	5/20/2007 9:07:41PM	TEL		20071400328
65	6008 E 4TH MANOR	P	P03	6/2/2007 5:03:06AM	ONV	07003774	20071530054
04	ST JOHNS IFO VIKING MANOR	B					

Arrests: Viking  
Manor Area  
First Half 2007

ADATE  
1/14/200  
6/28/200

LOCATION# LOCATION  
0 VIKING STREET/VIKING BLVD  
6001 EAST 7TH MANOR

DESCI  
DRIVERS LIC  
HIT AND RUN

CASE NUMBER  
07-00334  
07-04302

ARR OFFICER  
BRYANT  
GUY



**Palatka Police Department**  
**110 North 11<sup>th</sup> Street**

**Memorandum**

COPY

**To:** Commander Reno Fells  
**From:** Gary S. Getchell, Chief of Police  
**CC:** File  
**Date:** 6/22/2007  
**Re:** Traffic/Crime Issues -Viking Manor Road going from Deer Wood Subdivision to St. Johns Avenue

---

Please conduct a traffic analysis on Viking Manor Road, going from Deer Wood Subdivision to St. Johns Avenue. Collect data regarding the,

- Calls for Service/arrests made at or around this location
- Need traffic count at both ends of road/neighborhood

I need a recommendation regarding the possibility of closing this road to reduce traffic and crime in this neighborhood.

Please have all recommendations turned into me no later than ***Friday July 6, 2007.***

Attached: letter from K. Downs



**Palatka Police Department  
110 North 11<sup>th</sup> Street**

**Memorandum**

**To:** Al Bush-City Manager  
**From:** Gary Getchell Chief of Police *GG*  
**CC:** City Commissioners and Kenny Downs  
**Date:** 10/22/2007  
**Re:** Deerwood Subdivision

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A Crime Prevention Analysis through Environmental Design (CEPTED) was conducted for Deerwood Subdivision, and based upon the number of calls-for service and traffic related issues, we recommend gates be put in place to prevent some of the issues relating to these matters mentioned.

**Palatka Police Department  
110 North 11<sup>th</sup> Street**

**Memorandum**

**Date:** July 27, 2009  
**To:** Woody Boynton, City Manager  
**CC:** Kenny Downs  
**From:** Gary S. Getchell, Chief of Police   
**Subject:** Deerwood Subdivision

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**At the request of Kenny Downs to revise a memo I had sent on October 22, 2007 concerning a CEPTED on Deerwood Subdivision, I am revising the date only.**

**A crime Prevention Analysis through Environmental Design (CEPTED) was conducted for Deerwood Subdivision, and based upon the number of calls-for service and traffic related issues, we recommend gates be put in place to prevent some of the issues relating to these matters mentioned.**

Cc;

October 16, 2007

To: Kenny Downs

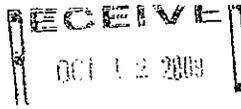
From: Mike Lambert  
City of Palatka  
Fire Chief

Dear Mr. Downs,

Recently you and I talked about the possibility of closing the street between Fourth and Fifth Manor of Viking Street. One of the questions that came up was if the cul-de-sac was large enough for the big bucket truck to turn around. I, along with some of my staff, went to Deerwood to see exactly what was there. We found the streets were short and that if we were called for any reason we could back up because of the distance from Viking Street to the cul-de-sac. You also mentioned that you would install a gate between Fourth and Fifth Manor for emergencies. After looking at all the issues I see no reason that the street should not be closed.



Chief of Palatka  
Fire Department



BY: \_\_\_\_\_

4

LOCAL COMPREHENSIVE PLAN REVIEW AND INCREASED STATE FUNDING.  
Upon a roll call vote, the results were as follows: Ayes;  
Commissioners Conlee, Brown, Flagg, Sanders, and Mayor Smith.  
Nays; None. The resolution was declared adopted.

RESOLUTION - Amending Resolution #2-35 Establishing the  
Municipal Golf Course Advisory Board - The City Manager read  
a resolution entitled A RESOLUTION AMENDING THAT CERTAIN  
RESOLUTION NO. 2-35, ADOPTED JULY 26, 1979 ESTABLISHING THE  
MUNICIPAL GOLF COURSE ADVISORY BOARD. He said the amendment  
allows the Presidents of the Men's and Ladies' Golf  
Associations who automatically serve on the Board to appoint  
a designee if they so desire. Commissioner Brown moved to  
adopt the resolution. Seconded by Commissioner Flagg. Upon  
a roll call vote, the results were as follows: Ayes;  
Commissioners Conlee, Brown, Flagg, Sanders, and Mayor Smith.  
Nays; None. The resolution was declared adopted.

RESOLUTION - National Safe Boating Week - The City Manager  
read the resolution. Commissioner Flagg moved the resolution  
be adopted. Seconded by Commissioner Conlee. Upon a roll  
call vote, the results were as follows: Ayes; Commissioners  
Conlee, Brown, Flagg, Sanders, and Mayor Smith. Nays; None.  
The resolution was declared adopted.

PLANNING BOARD RECOMMENDATIONS - Case 92-07PB Annexation  
Request; Location - Property west of Cherry Tree off Zeagler;  
Applicant - Frank Pepe; Zoning - R-3 - Mr. Ed Huntsberger  
advised the property is located west of Cherry Tree and south  
of Foxwood. The Planning Board had one concern, but  
recommends approval to the Commission. Commissioner Brown  
moved to accept the Planning Board recommendation to annex and  
to instruct the attorney to draw up the ordinance. Seconded  
by Commissioner Sanders and carried.

Case 92-05PB Annexation Request; Location 161 Comfort Road;  
Applicant H. C. & Treva Dunning; Zoning - M-1 - Mr.  
Huntsberger stated the application is for annexation and  
rezoning to M-1. The property is north of annexed property at  
Crystal Cove. Commissioner Flagg moved to accept the Planning  
Board recommendations and instruct the attorney to prepare the  
proper ordinance. Seconded by Commissioner Brown and  
carried.

Case 92-06PB Request to Close Street; Location Viking Street  
between 4th and 5th Manor East and West - Ed Huntsberger,  
Building Official, stated the Planning Board recommended the  
street be closed with the indication that everything on the  
other side be rezoned. Commissioner Conlee moved to accept  
the Planning Board recommendations. Seconded by Commissioner  
Brown for discussion. The City Manager asked if the  
recommendation is for actual closure of the road where the  
property would revert to the property owners on each side, and  
what would be the length of the closure. Mr. Huntsberger said  
it would affect that portion of the street between Lot 40,  
Block C and Lot 21, Block A of Viking Manor. A discussion was  
held concerning the reason for the request, which was a  
difference between the two subdivisions. Commissioner Flagg  
asked if the reason was valid now that the property has been  
sold, and the new owners are planning to upgrade the area. He  
said he would have concern about law enforcement or the fire  
department responding and having to come back out of each  
subdivision. Also, the streets are nicely paved. He felt if  
this has changed the situation, it should go back to the  
Planning Board. Commissioner Brown requested more information  
on the reason for closing the street. Mr. Kenny Downs stated  
the subdivision was originally zoned for mobile homes and had  
one entrance off of St. Johns Ave. He had 30 lots rezoned and  
started building homes and subsequently rezoned 20 more and  
put in a nice brick entry off of Junior College Road. He said

# PLANNING BOARD REPORT

November 3, 2009

**SUBJECT:** CASE # PB 09-29 – Vacant parcel off St. Johns Avenue  
Parcel #: 09-10-26-0000-0010-0021

**OWNER:** Putnam County (Board of County Commissioners)

**A. REQUEST:**

Request to annex and amend the Future Land Use Map (Small Scale) from County Urban Reserve to City Industrial for approximately 2.75 acres

**B. BACKGROUND:**

This property is contiguous to the City limits along the northern, eastern and western property lines. This parcel was acquired by the County in 2005 subsequent to the annexation of the Business Park in 2002. This parcel will become a part of the Business Park and will be rezoned when the remainder of the Park is rezoned. The property's main access will be internally from within the Business Park. This property is currently undeveloped.

Department review requests were sent to the water, sewer, streets, sanitation, police, fire and building departments. All departments responded with "No comment."

Surrounding properties have future land use designations of County Urban Reserve south of the subject property, City Industrial to the north and west and City High Density Residential to the east. The zoning pattern of the site and surrounding area is County Agriculture to the south, County PUD to the west and north (this will be rezoned to City along with this parcel) and City R-3 (Multi-family Residential) to the east. The existing land use pattern in the area is mainly undeveloped with one call center complex.

**ADJACENT DEVELOPMENT:**

<u>DIRECTION</u>	<u>ZONING</u>	<u>FLUM</u>	<u>CURRENT USE</u>
North	County PUD	City Industrial	Business Park
East	City R-3	City High Density Residential	Undeveloped
South	County Urban Reserve	County Agriculture	Undeveloped
West	County PUD	City Industrial	Business Park

**C. COMPLIANCE WITH CHAPTER 171, FLORIDA STATUTES, ANNEXATIONS**

The request is to annex 2.75 acres into the City. The subject property is located on St. Johns Avenue adjacent to City property to the north, east and west. Directly south of the site is County.

The proposed annexation does not create an enclave and meets the criteria identified in Section 171.043, Florida Statutes. This includes being contiguous to the City's boundaries at this time, is reasonable compact, is not included within the boundary of another incorporated municipality, and is intended to be developed for urban purposes because of the availability of City sewer and water lines that are contiguous to the property.

Also, this request is a voluntary annexation and meets the criteria identified in Section 171.044, Florida Statutes, as it relates to being contiguous to the City, and reasonably compact. Following a recommendation from the Planning Board, an appropriately prepared ordinance will be considered by the City Commission after the correct advertising and scheduling of public hearings.

**STAFF RECOMMENDATION:** Approval of the annexation request.

**D. COMPLIANCE WITH THE CITY OF PALATKA COMPREHENSIVE PLAN**

**The Existing Land Use Designation:** The existing Future Land Use is County Urban Service which allows for a variety of residential, agriculture as a holding use, commercial, industrial and public facilities uses per their Comprehensive Plan.

**The Proposed Land Use Designation:** Policy A.1.9.3.A.2 of the Future Land Use Element states that the land designated for commercial use is intended for activities that are predominantly associated with the sale, rental, and distribution of products or the performance of service. Commercial land use includes offices, retail, lodging, restaurants, services, commercial parks, shopping centers, or other similar business activities. Public/Institutional uses and recreational uses are allowed within the commercial land use category. The intensity of commercial use, as measured by impervious surface, should not exceed 70 percent of the parcel. The maximum height should not exceed 40 feet. Land Development Regulations shall provide requirements for buffering commercial land uses (i.e., sight access, noise) from adjacent land uses of lesser density or intensity of use.

**Future Land Use Element**

**Objective (A.1.6 9J-5.006(3)(b)7)**

Upon Plan adoption, the City shall discourage urban sprawl. Land Development Regulations shall be adopted that implement the following policies:

**Policy A.1.6.2 (9J-5.006(3)(c)3)**

Minimize scattered and highway strip commercial by directing commercial development to occur in a planned and compact manner through in-filling within already developed commercial areas as identified on the Future Land Use Map.

**Staff Analysis:** This site is undeveloped, however it will be part of the planned Business Park with access internally through the Business Park. The Planned Unit Develop Overlay that will be brought forward within the next three months will illustrate the planning of the Business Park to minimize scattered development. Most other properties in the area are undeveloped. City commercial land use designations are located north, east and west of the site. This land use change provides a continuity of industrial land use for the Business Park that is being developed for such purposes.

**Policy A.1.7.2 (9J-5.006(3)(c)3)**

Commercial development adjacent to major and minor arterial roads shall provide sufficient depth to allow adequate set back distance and clearance to accommodate FDOT near and long range roadway improvements.

**Staff Analysis:** This parcel will not be accessed off St. Johns Avenue but internally through the Business Park.

**Policy A.1.11.4 (9J-5.006(3)(c)6)**

Applications by landowners for a land use amendment to the Comprehensive Plan shall, as part of filing procedures, require the payment of a fee and provisions by the land owner of topographic, soil condition, flood hazard zone and wetland zone and wetland information on all land surveys filed in support of a land use amendment, zoning change or land subdivision. The City on a case-by-case basis may make exceptions for small-scale amendments when the property in question is

(1) already developed or (2) is of a size, shape, and location that the normal permitting processes are sufficient.

**Staff Analysis:** The applicant has provided topographic, soil condition, flood hazard zone and wetland zone maps. Soils include Myakka, Narcoossee and Ona. The Myakka Series consists of soils that are nearly level, poorly drained and very poorly drained and moderately permeable. The Narcoossee series consists of soils that are nearly level, somewhat poorly drained and moderately rapidly permeable. The Ona series consists of soils that are nearly level, poorly drained and moderately permeable.

### **Traffic Circulation Element**

#### **Objective B.1.1 (9J-5.007(3)(b)1)**

Upon plan adoption, the City shall provide for a safe, convenient and efficient motorized and non motorized transportation system by correcting, to the maximum extent feasible, all existing roadway deficiencies identified in this plan and maintain acceptable operating conditions in the future on a priority basis.

#### **Policy B.1.1.1 (9J-5.007(3)(01))**

The State-wide minimum acceptable operating Level of Service (LOS) standards for the State Highway System and City Street System shall be the base LOS standards listed herein, except for those conditions provided in Policies 1.1.1.A. and 1.1.1.B.

The City hereby adopts the following LOS standards for each listed facility type:

- principal arterials - LOS C
- collectors and minor arterials -LOS D

**Staff Analysis:** The property will have no direct access onto a City or County Street, however, future impacts to St. Johns Avenue will be evaluated as permits are submitted based on the use.

### **Public Facilities Element**

#### **Objective D.1.1 (9J-5.011(2)(b)2)**

Upon Plan adoption, the City of Palatka shall enforce adopted Concurrency Management System procedures to ensure that at the time a building permit or other development order is issued, infrastructure facility capacity is available to meet the demand of development without lowering adopted Levels of Service Standards (LOSS).

#### **Policy D.1.1.2 (9J-5.011 (2)(c)2)**

All improvements for replacement, expansion, or increase in capacity of facilities shall be compatible with the adopted level of service standards for the facilities and that distribution of these facilities/services is consistent with the Future Land Use Map.

**Staff Analysis:** Any improvements will be evaluated to ensure level of service standards are consistent with the Future Land Use Map when plans are submitted for the development of this parcel.

#### **Objective D.1.2 (9J-5.011(2)(b)2)**

In order to preserve adopted Level of Service Standards (LOSS), the City of Palatka, upon Plan adoption, shall continue to coordinate the extension of, or increase of, facilities to meet future needs, through implementing the following policies:

**Policy D.1.2.1**

The City of Palatka shall establish a coordinating relationship with the Putnam County Board of County Commissioners to discuss future development plans adjacent to City borders and to discuss the City supporting development beyond their border with water/sewer service. Areas served by Palatka water and sewer will be annexed into the city; however, the distribution of potable water for areas outside of City limits is conditioned upon annexation only when those properties become contiguous.

**Staff Analysis:** This property is contiguous to the City. Sewer and water lines have been run to that portion of the Business Park that is already within the City limits.

**Objective G.1.5 (9J-5.015(3)(b)3)**

The City shall ensure that public facilities are planned and allocated equitably, through effective coordination with the appropriate Federal, State and Local government departments and regulatory agencies.

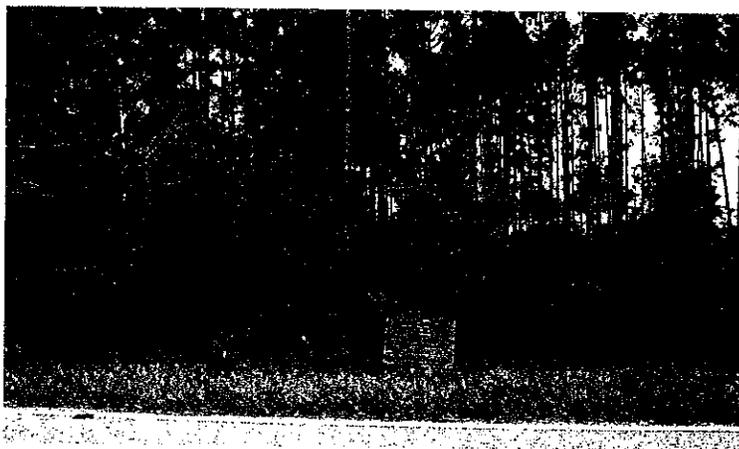
**Policy G.1.5.2**

The City shall establish a coordinating relationship with the Putnam County Board of County Commissioners to discuss future development plans adjacent to City borders and to discuss the City supporting development beyond their border with water/sewer service. Properties serviced by City water shall annex into the City when they become sufficiently contiguous. Properties serviced by septic shall be annexed into the City.

**Staff Analysis:** The City and County are continuing to improve their coordinating relationships as it relates to future development along the existing City boundaries. This parcel is owned by the County and they are voluntarily annexing in order to obtain City services when they are needed.

**STAFF RECOMMENDATION:** Staff recommends approval of this request to amend the future land use map from County Urban Reserve to City Industrial.

**D. PHOTOGRAPHS**



Facing property



Facing west on St. Johns Avenue toward Business Park entrance.



Facing east on St. Johns Avenue.



Facing south across St. Johns Avenue.

## Departmental Review Request

Address: 09-10-26-0000-0010-0021 - a parcel just East of Wes Larson Blvd off St. Johns Ave.

Case #: 09-29

<b>Please review the enclosed request and make any comments in writing to Building &amp; Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.</b>		
<input type="checkbox"/> <b>Rezoning</b>	<input type="checkbox"/> <b>Site Plan Review</b>	
<input checked="" type="checkbox"/> <b>Annexation</b>	<input checked="" type="checkbox"/> <b>Small Scale Amendment ( 9.99 acres or less)</b>	
<input type="checkbox"/> <b>Large Scale Amendment(10+ acres)</b>	<input type="checkbox"/> <b>Concurrency Review</b>	
<input type="checkbox"/> <b>Conditional Use Request</b>	<input type="checkbox"/> <b>Variance</b>	
<input type="checkbox"/> <b>Street Closing/Street Name Change</b>	<input type="checkbox"/> <b>Other</b>	
<b>Meeting Date: November 3, 2009</b>		<b>Response Deadline: October 12, 2009</b>
<b>Date submitted by applicant: 09/25/09</b>		<b>Date forwarded to Departments for review: 9/ 29/ 2009</b>
<b>Submitted to:</b>		
<input checked="" type="checkbox"/> <b>Water/Sewer/Streets/Sanitation</b> <i>woody</i> <input type="checkbox"/> <b>Police</b> <input type="checkbox"/> <b>Fire</b> <input type="checkbox"/> <b>Chief Building Official</b>	<input type="checkbox"/> <b>Sewer Plant</b> <input type="checkbox"/> <b>Water Plant</b> <input type="checkbox"/> <b>Parks</b> <input type="checkbox"/> <b>Weed &amp; Seed</b>	<input type="checkbox"/> <b>Cemetery</b> <input type="checkbox"/> <b>Golf</b> <input type="checkbox"/> <b>Airport</b>
<b>Current Property Use: Undeveloped</b>		<b>Proposed Property Use: Mixed Commercial/Industrial</b>
<b>Current Land Use Designation: County Urban Reserve</b>		<b>Requested Land Use Designation: City Industrial</b>
<b>Current Zoning Classification: AG</b>		<b>Requested Zoning Classification: Will be rezoned with the remainder of the Business Park</b>
<b>Acreage: 2.75</b>		<b># of Units None</b>
<b>Putnam County Board of County Commissioners</b> <b>Owner/Applicant Name</b> P.O. Box 758 <b>Owner/Applicant Address</b> Palatka, FL 32178 <b>City/State/Zip</b>  <b>Phone Number</b>		<b>Rick G. Leary, County Administrator</b> <b>Agent Name</b> Same <b>Agent Address</b>  <b>City/State/Zip</b> 386-329-0212 <b>Phone Number</b>
<b>Planning Dept. Comments: This parcel was left out when the other 256 acres were annexed. After annexation, this parcel will be included in the rezoning to M-1/PUD for the entire Business Park.</b>		
Thank you, 		
<input checked="" type="checkbox"/> <b>No Comments</b> <input type="checkbox"/> <b>Comments Attached</b>		<b>Reviewed by:</b> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <b>Title:</b> <i>Public Works</i>

Parcel #

## Departmental Review Request

Address: 09-10-26-0000-0010-0021 - a parcel just East of Wes Larson Blvd off St. Johns Ave.

Case #: 09-29

<p><b>Please review the enclosed request and make any comments in writing to Building &amp; Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.</b></p>		
<input type="checkbox"/> Rezoning	<input type="checkbox"/> Site Plan Review	
<input checked="" type="checkbox"/> Annexation	<input checked="" type="checkbox"/> Small Scale Amendment ( 9.99 acres or less)	
<input type="checkbox"/> Large Scale Amendment(10+ acres)	<input type="checkbox"/> Concurrency Review	
<input type="checkbox"/> Conditional Use Request	<input type="checkbox"/> Variance	
<input type="checkbox"/> Street Closing/Street Name Change	<input type="checkbox"/> Other	
<b>Meeting Date: November 3, 2009</b>	<b>Response Deadline: October 12, 2009</b>	
Date submitted by applicant: 09/25/09	Date forwarded to Departments for review: 9/29/2009	
Submitted to:		
<input type="checkbox"/> Water/Sewer/Streets/Sanitation <input type="checkbox"/> Police <input type="checkbox"/> Fire <input checked="" type="checkbox"/> Chief Building Official	<input type="checkbox"/> Sewer Plant <input type="checkbox"/> Water Plant <input type="checkbox"/> Parks <input type="checkbox"/> Weed & Seed	<input type="checkbox"/> Cemetery <input type="checkbox"/> Golf <input type="checkbox"/> Airport
Current Property Use: Undeveloped	Proposed Property Use: Mixed Commercial/Industrial	
Current Land Use Designation: County Urban Reserve	Requested Land Use Designation: City Industrial	
Current Zoning Classification: AG	Requested Zoning Classification: Will be rezoned with the remainder of the Business Park	
Acreage: 2.75	# of Units None	
Putnam County Board of County Commissioners <b>Owner/Applicant Name</b> P.O. Box 758 <b>Owner/Applicant Address</b> Palatka, FL 32178 <b>City/State/Zip</b>  <b>Phone Number</b>	Rick G. Leary, County Administrator <b>Agent Name</b> Same <b>Agent Address</b>  <b>City/State/Zip</b> 386-329-0212 <b>Phone Number</b>	
<p><b>Planning Dept. Comments: This parcel was left out when the other 256 acres were annexed. After annexation, this parcel will be included in the rezoning to M-1/PUD for the entire Business Park.</b></p>		
<input checked="" type="checkbox"/> No Comments <input type="checkbox"/> Comments Attached	Thank you,  <b>Reviewed by:</b> _____ <b>CB30</b>  <b>Title:</b> 9/30/09	
<b>Parcel #</b>		

## Departmental Review Request

Address: 09-10-26-0000-0010-0021 - a parcel just East of Wes Larson Blvd off St. Johns Ave.

Case #: 09-29

<b>Please review the enclosed request and make any comments in writing to Building &amp; Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.</b>					
<input type="checkbox"/> Rezoning	<input type="checkbox"/> Site Plan Review				
<input checked="" type="checkbox"/> Annexation	<input checked="" type="checkbox"/> Small Scale Amendment ( 9.99 acres or less)				
<input type="checkbox"/> Large Scale Amendment(10+ acres)	<input type="checkbox"/> Concurrency Review				
<input type="checkbox"/> Conditional Use Request	<input type="checkbox"/> Variance				
<input type="checkbox"/> Street Closing/Street Name Change	<input type="checkbox"/> Other				
<b>Meeting Date: November 3, 2009</b>		<b>Response Deadline: October 12, 2009</b>			
Date submitted by applicant: 09/25/09		Date forwarded to Departments for review: 9/29/2009			
Submitted to:	<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; border: none; vertical-align: top;"> <input type="checkbox"/> Water/Sewer/Streets/Sanitation  <input checked="" type="checkbox"/> Police  <input type="checkbox"/> Fire  <input type="checkbox"/> Chief Building Official                 </td> <td style="width: 33%; border: none; vertical-align: top;"> <input type="checkbox"/> Sewer Plant  <input type="checkbox"/> Water Plant  <input type="checkbox"/> Parks  <input type="checkbox"/> Weed &amp; Seed                 </td> <td style="width: 33%; border: none; vertical-align: top;"> <input type="checkbox"/> Cemetery  <input type="checkbox"/> Golf  <input type="checkbox"/> Airport                 </td> </tr> </table>		<input type="checkbox"/> Water/Sewer/Streets/Sanitation <input checked="" type="checkbox"/> Police <input type="checkbox"/> Fire <input type="checkbox"/> Chief Building Official	<input type="checkbox"/> Sewer Plant <input type="checkbox"/> Water Plant <input type="checkbox"/> Parks <input type="checkbox"/> Weed & Seed	<input type="checkbox"/> Cemetery <input type="checkbox"/> Golf <input type="checkbox"/> Airport
<input type="checkbox"/> Water/Sewer/Streets/Sanitation <input checked="" type="checkbox"/> Police <input type="checkbox"/> Fire <input type="checkbox"/> Chief Building Official	<input type="checkbox"/> Sewer Plant <input type="checkbox"/> Water Plant <input type="checkbox"/> Parks <input type="checkbox"/> Weed & Seed	<input type="checkbox"/> Cemetery <input type="checkbox"/> Golf <input type="checkbox"/> Airport			
Current Property Use: Undeveloped		Proposed Property Use: Mixed Commercial/Industrial			
Current Land Use Designation: County Urban Reserve		Requested Land Use Designation: City Industrial			
Current Zoning Classification: AG		Requested Zoning Classification: Will be rezoned with the remainder of the Business Park			
Acreage: 2.75		# of Units None			
Putnam County Board of County Commissioners <b>Owner/Applicant Name</b> P.O. Box 758 <b>Owner/Applicant Address</b> Palatka, FL 32178 <b>City/State/Zip</b>  <b>Phone Number</b>		Rick G. Leary, County Administrator <b>Agent Name</b> Same <b>Agent Address</b>  <b>City/State/Zip</b> 386-329-0212 <b>Phone Number</b>			
Planning Dept. Comments: This parcel was left out when the other 256 acres were annexed. After annexation, this parcel will be included in the rezoning to M-1/PUD for the entire Business Park.					
Thank you, . 					
<input checked="" type="checkbox"/> No Comments <input type="checkbox"/> Comments Attached	Reviewed by: Title: <u>Chief of Police</u>				

Parcel #

# Application for Annexation

This application must be typed or printed in black ink and submitted with any required attachments and application fee of \$1,000 for Small Scale or \$1,500 for Large Scale (Checks payable to the City of Palatka) to:

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

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

Application Number: PB- 09-29  
 Date Received: 9-25-09  
 Hearing date: 11-3-09

TO BE COMPLETED BY APPLICANT								
<b>1. Property Address:</b> N/A	<b>2. Parcel Number:</b> 09-10-26-0000-0010-0021	<b>3. Current Property Use:</b> vacant						
<b>4. Current Land Use Designation:</b> Urban Reserve (County)	<b>5. Requested Land Use Designation:</b> Industrial (City)	<b>6. Required Attachments:</b> <input checked="" type="checkbox"/> Legal Description <input type="checkbox"/> Letter of Authorization* <input checked="" type="checkbox"/> Copy of Recorded Deed <input type="checkbox"/> Fees <input checked="" type="checkbox"/> Project Narrative** <input checked="" type="checkbox"/> Supplementary Information*** <input checked="" type="checkbox"/> Site Map for display ad**** <input type="checkbox"/> Site Plan***** <input type="checkbox"/> Survey						
<b>7. Current Zoning Designation:</b> AG (Agriculture)	<b>8. Requested Zoning Designation:</b> PUD (City)							
<b>9. Acreage to be considered for request:</b> 2.75 acres	<b>10. Number, types &amp; square footage of structures on property:</b> None							
<b>Reason for annexation request:</b> <u>    This property was acquired by the County subsequent (2005) to the creation (2000) and annexation (2002) of the Business Park by the City of Palatka. The County wishes to include this land in the proposed plat to be submitted soon.</u>								
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> <u>Putnam County Board of County Commissioners</u>  <b>Owner Name</b> </td> <td style="width: 50%; border: none;"> <u>c/o Rick G. Leary, County Administrator</u>  <b>Agent Name</b> </td> </tr> <tr> <td style="border: none;"> <u>P.O. Box 758, Palatka, FL 32178</u>  <b>Owner Address</b> </td> <td style="border: none;"> <u>Same</u>  <b>Agent Address</b>                      (386) 329-0212                 </td> </tr> <tr> <td style="border: none;"> <b>Phone Number</b> </td> <td style="border: none;"> <b>Phone Number</b> </td> </tr> </table>			<u>Putnam County Board of County Commissioners</u> <b>Owner Name</b>	<u>c/o Rick G. Leary, County Administrator</u> <b>Agent Name</b>	<u>P.O. Box 758, Palatka, FL 32178</u> <b>Owner Address</b>	<u>Same</u> <b>Agent Address</b> (386) 329-0212	<b>Phone Number</b>	<b>Phone Number</b>
<u>Putnam County Board of County Commissioners</u> <b>Owner Name</b>	<u>c/o Rick G. Leary, County Administrator</u> <b>Agent Name</b>							
<u>P.O. Box 758, Palatka, FL 32178</u> <b>Owner Address</b>	<u>Same</u> <b>Agent Address</b> (386) 329-0212							
<b>Phone Number</b>	<b>Phone Number</b>							

- \* 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 in detail.
- \*\*\* Supplementary information that may be required with application relative to the following factors where applicable: Soils, Natural Vegetation/Wildlife; Wetlands (type, location and amount of acreage to the nearest one-hundredth acre), and Topography/Flood Prone Areas.
- \*\*\*\* Site map for ad to be in black & white, no larger than 2 1/2" x 3" with nearest intersecting streets shown and named.
- \*\*\*\*\* Site Plan: Detailed project drawing

Application Number: PB - \_\_\_\_\_

Hearing date: \_\_\_\_\_

10. This application submitted by:

Signature of owner(s): BOCC

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

Signature of Agent(s): *R. Leary*

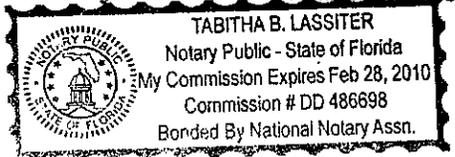
Print Agent(s) names: Rick G. Leary, County Administrator

STATE OF Florida

County of Putnam

Before me this day personally appeared Rick G. Leary 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 23rd day of September A.D. 2009.



Tabitha B Lassiter  
Notary Public

My commission expires: 2-28-2010 State of Florida at Large

FOR OFFICIAL USE ONLY				
1. Date Submitted	2. Received By:	3. Confirm Zoning:	4. Confirm FLUM	5. Preliminary review by:
7. Sign(s) Posted Date: By:	8. Surrounding property owners notices sent: Date: By:	9. Legal Ad Ran: Date: Date:	10. Attachments Reviewed: <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"/> Supplementary Information*** <input type="checkbox"/> Site Map for display ad**** <input type="checkbox"/> Site Plan***** <input type="checkbox"/> Survey	
City Commission Hearing Date:				

# Application for Small-Scale Land Use Amendment to the Future Land Use Map and/or Rezoning

Application Number: PB - \_\_\_\_\_

Date Received: \_\_\_\_\_

Hearing date: \_\_\_\_\_

This application must be typed or printed in black ink and submitted with any required attachments and application fee of \$450 (Checks payable to the City of Palatka) to:

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

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

<b>TO BE COMPLETED BY APPLICANT</b>		
<b>1. Property Address:</b> N/A	<b>2. Parcel Number:</b> 09-10-26-0000-0010-0021	<b>3. Current Property Use:</b>  vacant
<b>4. Current Land Use Designation:</b>  Urban Reserve (County)	<b>5. Requested Land Use Designation:</b>  Industrial (City)	<b>6. Required Attachments:</b>  <input type="checkbox"/> Letter of Authorization* <input checked="" type="checkbox"/> Legal Description (submitted electronically) <input checked="" type="checkbox"/> Copy of Recorded Deed <input type="checkbox"/> Fees <input checked="" type="checkbox"/> Project Narrative** <input checked="" type="checkbox"/> Supplementary Information*** <input checked="" type="checkbox"/> Site Map for display ad**** <input checked="" type="checkbox"/> Site Plan*****
<b>7. Current Zoning Designation:</b> AG (Agriculture)	<b>8. Requested Zoning Designation:</b>  PUD (City)	
<b>9. Lot size/acreage:</b> 2.75 acres	<b>10. Number, types &amp; square footage of structures on property:</b>	
<b>11. Proposed Number, types &amp; square footage of structures on property: Attach plan</b>	None	
<p><b>8. Owner Name:</b>    ___ Board of County Commissioners _____</p> <p><b>Owner Address:</b>  ___ P.O. Box 758 _____</p> <p style="padding-left: 100px;">___ Palatka, FL 32178 _____</p> <p><b>Phone Number:</b>  ___ (386) 329-0212 or (386) 329-0438 _____</p>		
<p><b>9. Agent Name:</b>    ___ Rick G. Leary, County Administrator _____</p> <p><b>Agent Address:</b>  ___ P.O. Box 758 _____</p> <p style="padding-left: 100px;">___ Palatka, FL 32178 _____</p> <p><b>Phone Number:</b>  ___ (386) 329-0212 or (386) 329-0438 _____</p>		

- \* 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 in detail.
- \*\*\*Supplementary information that may be required with application relative to the following factors where applicable: Soils, Natural Vegetation/Wildlife; Wetlands (type, location and amount of acreage to the nearest one-hundredth acre), and Topography/Flood Prone Areas.
- \*\*\*\*Site map for ad to be to be in black & white, no larger than 2 1/2" x 3" with nearest intersecting streets shown and named.
- \*\*\*\*\*Site Plan: Detailed project drawing

Application Number: PB - \_\_\_\_\_

Hearing date: \_\_\_\_\_

10. This application submitted by:

Signature of owner(s): \_\_\_\_\_ BOCC \_\_\_\_\_

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

Signature of Agent(s): \_\_\_\_\_ *R. G. Leary* \_\_\_\_\_

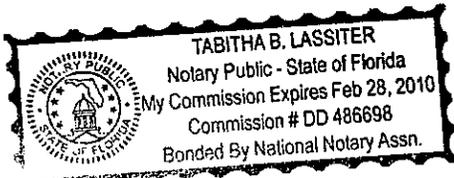
Print Agent(s) names: \_\_\_\_\_ Rick G. Leary, County Administrator \_\_\_\_\_

STATE OF FLORIDA

County of Putnam

Before me this day personally appeared Rick G. Leary 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 23<sup>rd</sup> day of September A.D. 2009.



Tabitha B. Lassiter  
Notary Public

My commission expires: 2-28-10 State of Florida at Large

FOR OFFICIAL USE ONLY				
1. Date Submitted	2. Received By:	3. Current Zoning:	4. Requested Zoning:	5. Preliminary review by:
7. Sign(s) Posted Date: By:	8. Surrounding property owners notices sent: Date: By:	9. Legal Ad Ran: Date:	10. Attachments Reviewed: <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"/> Supplementary Information*** <input type="checkbox"/> Site Map for display ad**** <input type="checkbox"/> Site Plan*****	
City Commission Hearing Date:				

21.00  
896.00  
923.00

(2)

Prepared by and return to:  
William J. Joos, Esquire  
Watson & Osborne, P.A.  
11234 San Jose Blvd.  
Jacksonville, FL 32223

DS ST DEED .70 : 896.00 BK 1049 PG 1581

Parcel Identification # 09-10-26-0000-0010-0020

GRANTOR'S EIN: 59-0637829

**WARRANTY DEED**

This Warranty Deed made the 29th day of May, A.D. 2005, by Victor Galeone as Bishop of the Diocese of St. Augustine, a corporation sole, whose address is 11625 Old St. Augustine Road, Jacksonville, Florida 32258, hereinafter called grantor, to Putnam County, a Political Subdivision of the State of Florida, whose post office address is P.O. Box 758, Palatka, Florida 32178, hereinafter called the grantee:

(Wherever used herein the term "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporation).

Witnesseth: That the grantor, for and in consideration of TEN DOLLARS (\$10.00), and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee, that certain land situate in Putnam, Florida, viz:

**SEE EXHIBIT "A", ATTACHED HERETO AND MADE A PART HEREOF**

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To have and to hold, the same in fee simple forever.

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2004.

0000548982



FILE #: 0000548982

Page 1 of 3

IN WITNESS WHEREOF, the said grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in our presence:

Judy T. Pinson  
Witness

JUDY T. PINSON  
Print Name

Nancy G. Madden  
Witness

Nancy G. Madden  
Print Name

✓ + Victor Galeone  
Victor Galeone, as Bishop of the Diocese of St. Augustine

STATE OF FLORIDA  
COUNTY OF DUVAL

The foregoing instrument was acknowledged before me this 29th day of July 2005, by Victor Galeone as Bishop of the Diocese of St. Augustine, a corporation sole, who is personally known to me or who produced \_\_\_\_\_ as identification and who did/did not take an oath.

Judy T. Pinson  
Notary Public  
(Seal) JUDY T. PINSON

F:\wp51docs\UOOS\DIocese\Putnam Cty.exe\Warr Deed.wpd 26Jul05 3:05 pm



**EXHIBIT A**  
**(Diocese of St. Augustine Sale to Putnam County)**

THE PORTION OF THE FOLLOWING DESCRIBED LANDS LYING NORTH OF THE ST. JOHNS AVENUE EXTENSION WITHIN THE LANDS CONVEYED BY THAT WARRANTY DEED BY RALPH H. OLIVER, JR., AND RACHEL C. OLIVER, HUSBAND AND WIFE, GRANTOR, AND JOHN J. SNYDER, AS BISHOP OF THE DIOCESE OF ST. AUGUSTINE, DATED NOVEMBER 3, 1986, AND RECORDED AT OFFICIAL RECORDS VOLUME 494, PAGE 1874, CURRENT PUBLIC RECORDS OF PUTNAM COUNTY, FLORIDA.

THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 9, TOWNSHIP 10 SOUTH, RANGE 26 EAST, PUTNAM COUNTY, FLORIDA, EXCEPTING THEREFROM THAT PART LYING WITHIN THE SEABOARD COASTLINE RAILROAD RIGHT OF WAY. AND FURTHER EXCEPTING THEREFROM AN EASEMENT OVER A PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION 9 AND OVER A PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST, SAID EASEMENT BEING MORE PARTICULARLY DESCRIBED AS BEING 66.00 FEET WIDE AND LYING NORTHERLY OF AND ADJACENT TO THE FOLLOWING DESCRIBED LINE:

FOR A POINT OF BEGINNING OF SAID LINE BEING DESCRIBED, COMMENCE AT THE NORTHEASTERLY CORNER OF FOXWOOD AS RECORDED IN MAP BOOK 6, PAGE 19 OF THE PUBLIC RECORDS OF SAID COUNTY, SAID POINT BEING ON THE WESTERLY RIGHT OF WAY LINE OF ZEAGLER DRIVE; THENCE WESTERLY ALONG THE NORTHERLY LINE OF SAID FOXWOOD AND ITS WESTERLY PROJECTION TO THE EASTERLY LINE OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION 9 AND THE POINT OF TERMINUS OF SAID LINE BEING DESCRIBED.



TIM SMITH, PUTNAM CO. CLERK OF COURT  
 RCD: 08/10/2005 @ 15:52

FILE #: 0000548982  
 Page 3 of 3

PUTNAM COUNTY  
PLANNING & DEVELOPMENT SERVICES

P.O. BOX 1486  
Palatka, FL 32178-1486  
FAX (386) 329-1213  
Email: [pzb@putnam-fl.com](mailto:pzb@putnam-fl.com)



Building: (386) 329-0307  
Zoning: (386) 329-0316  
Planning : (386) 329-0491  
Codes Enforcement (386) 329-0317

In Florida Toll Free: 1-800-432-0364

September 16, 2009

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

RE: Project Narrative

This project was begun under the existing County Planned Unit Development (PUD) zoning approved by the Board of County Commissioners by Ordinance # 00-17. The project was subsequently annexed (City Ordinance # 02-07) by the City in 2002. The County purchased an additional 2.75 acres of land on May 29, 2005 (see deed recorded at OR 1049 PG 1581) which has not been annexed into the City. The City has recently incorporated the Business Park into its Comprehensive Plan and is preparing to consider the rezoning and subdivision of the property under the City's Zoning Code. The County has included the subject property in the proposed plat that will be submitted in the near future. In order to include this additional acreage, it is necessary for the County to request annexation and a small-scale land use plan amendment on the subject property prior to seeking rezoning and subdivision.

The County's vision of the project is shown in the County's approved PUD Ordinance (#00-17). The uses include a mixture of professional offices, business park development, industrial, warehousing, and various ancillary and accessory activities. The County proposes no significant change to the uses allowed in the County's PUD.

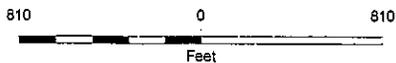
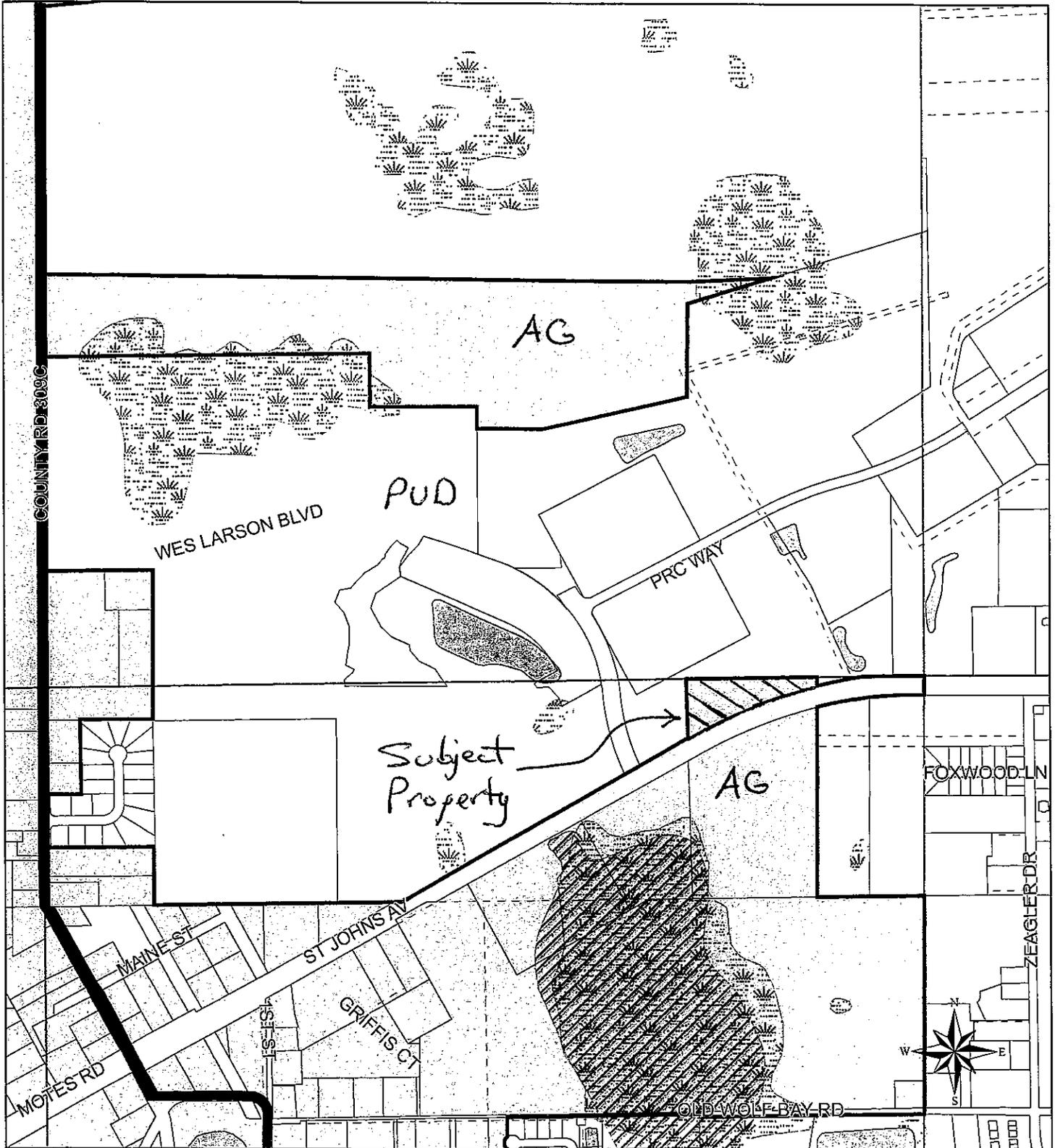
Other than two existing structures, the Business Park remains vacant. The County has built (speculatively) one building shell that remains unoccupied at this time. A second building, currently owned by Stag II Palatka, LLC, is occupied by PRC. The County and the Chamber of Commerce continue to market the property and no definite plans for additional structures currently exist.

If you need additional information, please contact me. I will be happy to assist you.

Sincerely,

Brian S. Hammons, AICP, Director  
Putnam County Planning and Development Services  
2509 Crill Ave. Ste. 300  
Palatka, FL 32178-1486  
(386) 329-0438  
[brian.hammons@putnam-fl.com](mailto:brian.hammons@putnam-fl.com)

# ZONING MAP



Prepared by: <b>CMR</b>	Checked by: <b>LDH</b>	Approved by:
Date: <b>02/06/09</b>	Date: <b>02/06/09</b>	Date:
Source: <b>PUTNAM CO. PROPERTY APPRAISER, PLANNING &amp; DEVELOPMENT</b>		
Revisions:		
Revisions:		
Revisions:		

"This map was created using digital database information which was developed from one or more local government sources within Putnam County, FL, and may include additional information from other public and private sources which may be subject to license and/or copyright. All provided Geographic Information System data is to be considered a generalized spatial representation that is subject to revisions. Maps and associated information must be accepted and used by the recipient with the understanding that the primary information sources should be consulted for verification on the information contained on these maps. As such, no warranties, expressed or implied, are given concerning the accuracy, completeness, reliability or suitability of this data for any particular use. Furthermore, this information is provided as a visual representation only and is not intended to be used as a legal or official representation of legal boundaries."

The Putnam County Board of County Commissioners joined by the county departments, together with the constitutional offices of; Clerk or the Circuit Court; Property Appraiser; Sheriff; Supervisor or Elections; and Tax Collector; assumes no liability whatsoever associated with the use or misuse of this data.

**PUTNAM COUNTY**

Parcel(s):

Prepared By:  
PLANNING & DEVELOPMENT SERVICES  
PUTNAM COUNTY, FLORIDA  
2009

# Advertising Receipt

Palatka Daily News  
P.O. Box 777  
Palatka, FL 32178-0777  
Phone: (386) 312-5200  
Fax: (386) 312-5209

City of Palatka  
201 N. 2nd Street  
PALATKA, FL 32177

Cust#: 04100016-000  
Ad#: 04545427  
Phone: (386)329-0100  
Date: 09/29/09

Ad taker: je      Salesperson: mkw      Classification: 0360

Description	Start	Stop	Ins.	Cost/Day	Surcharges	Total
01 Palatka Daily News Affidavit	10/16/09	10/16/09	1	81.31		81.31 2.50

**Payment Reference:**

Total: 83.81  
Tax: 0.00  
Net: 83.81  
Prepaid: 0.00

Notice is hereby given that the City of Palatka PLANNING BOARD will hold a public hearing at their regular meeting on Tuesday, November 3, 2009 at 4:00PM at the City of Palatka City Hall, 201 North 2nd Street, for the purpose of hearing a:

Request to annex into the Palatka city limits and amend the Future Land Use Map from County Urban Reserve to City Industrial. Case PB 09-29

Location: Off St. Johns Ave. between Wes Larsen Blvd. and Zeagler Dr.  
Parcel #: 09-10-26-0000-0010-0021  
Owner: Putnam County  
Agent: Rick Leary/Brian Hammons

**Total Due 83.81**

All interested parties are invited to attend this public hearing.

Debbie Banks



# 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

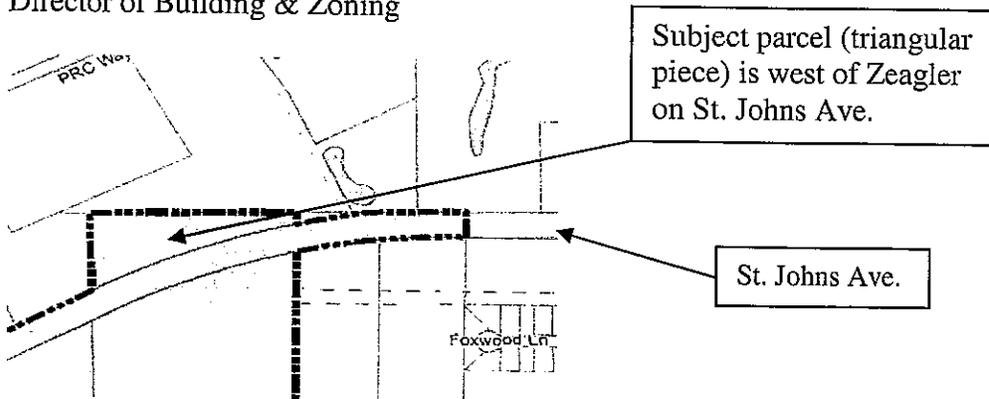
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Request to annex into the Palatka city limits and amend the Future Land Use Map from County Urban Reserve to City Industrial. Case PB 09-29

**Location:** Off St. Johns Ave. between Wes Larsen Blvd. and Zeagler Dr.  
**Parcel #:** 09-10-26-0000-0010-0021  
**Owner:** Putnam County  
**Agent:** Rick Leary/Brian Hammons

All interested parties are invited to attend this public hearing.

Debbie Banks  
Director of Building & Zoning



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 REQUIRING ACCOMMODATIONS, SHOULD CONTACT THE CITY BUILDING DEPARTMENT AT (386)329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.

FRANK W +EDWARD C PEPE JR REV TRST  
7136 A1A SOUTH  
ST AUGUSTINE FL 32084

PB 09-29

CENTRAL MANAGEMENT CO  
201 SOUTH AMELIA AVE G-4  
DELAND FL 32724

PB 09-29

DIOCESE OF SAINT AUGUSTINE  
11625 OLD ST AUGUSTINE RD  
JACKSONVILLE FL 32258

PB 09-29

WILLIAM J GRIFFIS  
PO BOX 416  
SAN MATEO FL 32187

PB 09-29

04-10-88-0007  
0010-0010

OR 832 P 227

ESMTA JR 991 P 1508

WCS

AVENUE EXTENSION  
396.015'

380.55'

St. Johns Ave

09-29

EASEMENT OR 494 P. 274

0010 - 0020

0010 0010

OR 494 P 1874

OR 461 P 616

ORD. 92-8  
(OR 810 M 222)

PEPE

DIOCESE OF SAINT AUGUSTINE  
VICTOR B. GALEONE, BISHOP

AG / UR

PORT AUTHORITY

1629.965'

0010 - 0001

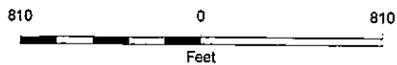
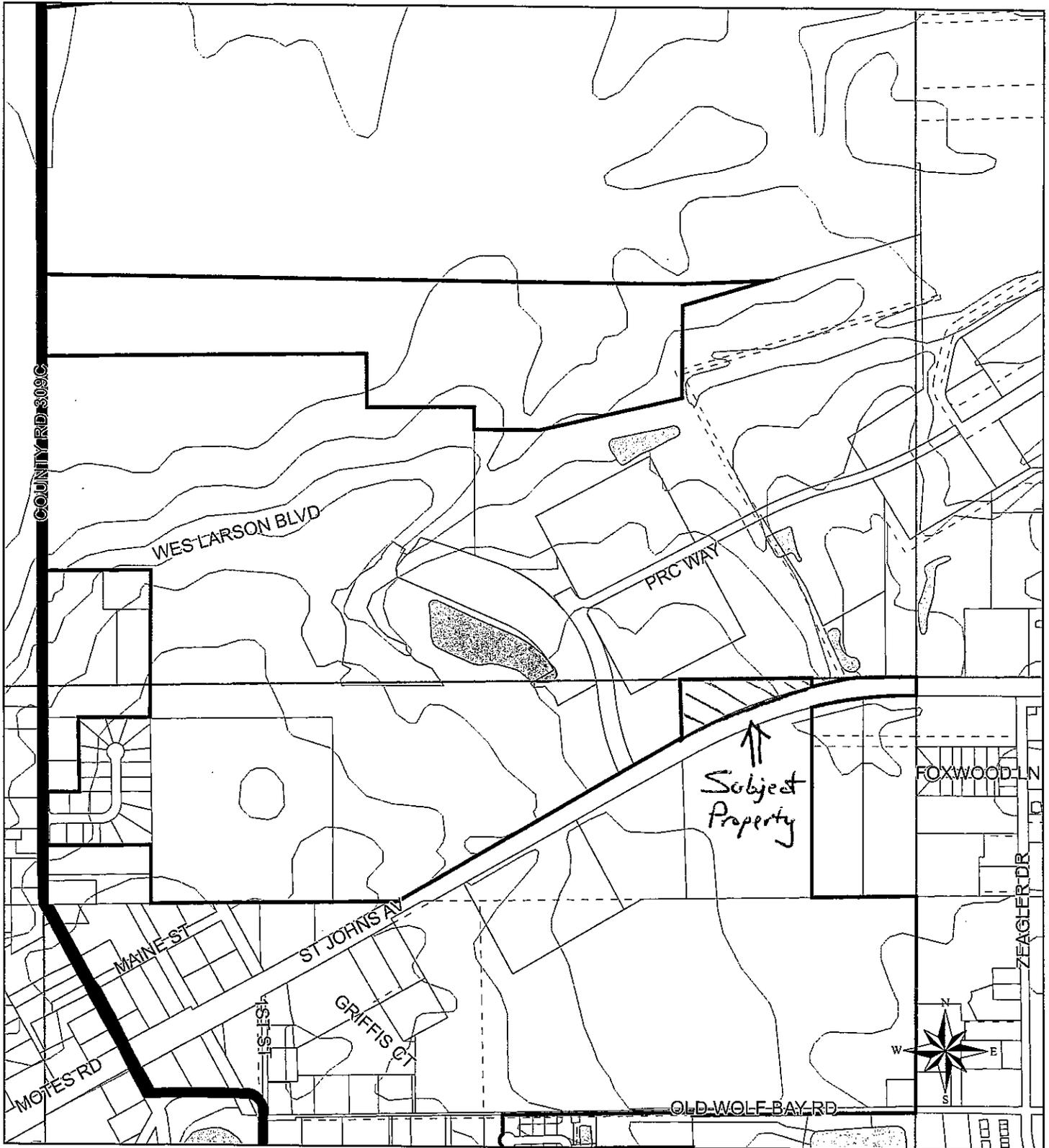
BR 30 P 88

1.5 ac. ±

15.5 ROD

0010-0001

Five Foot Contour Interval



Prepared by CMR	Checked by LDH	Approved by
Date 02/06/09	Date 02/06/09	Date
Source PUTNAM CO. PROPERTY APPRAISER, PLANNING & DEVELOPMENT		
Revisions:		
Revisions:		
Revisions:		

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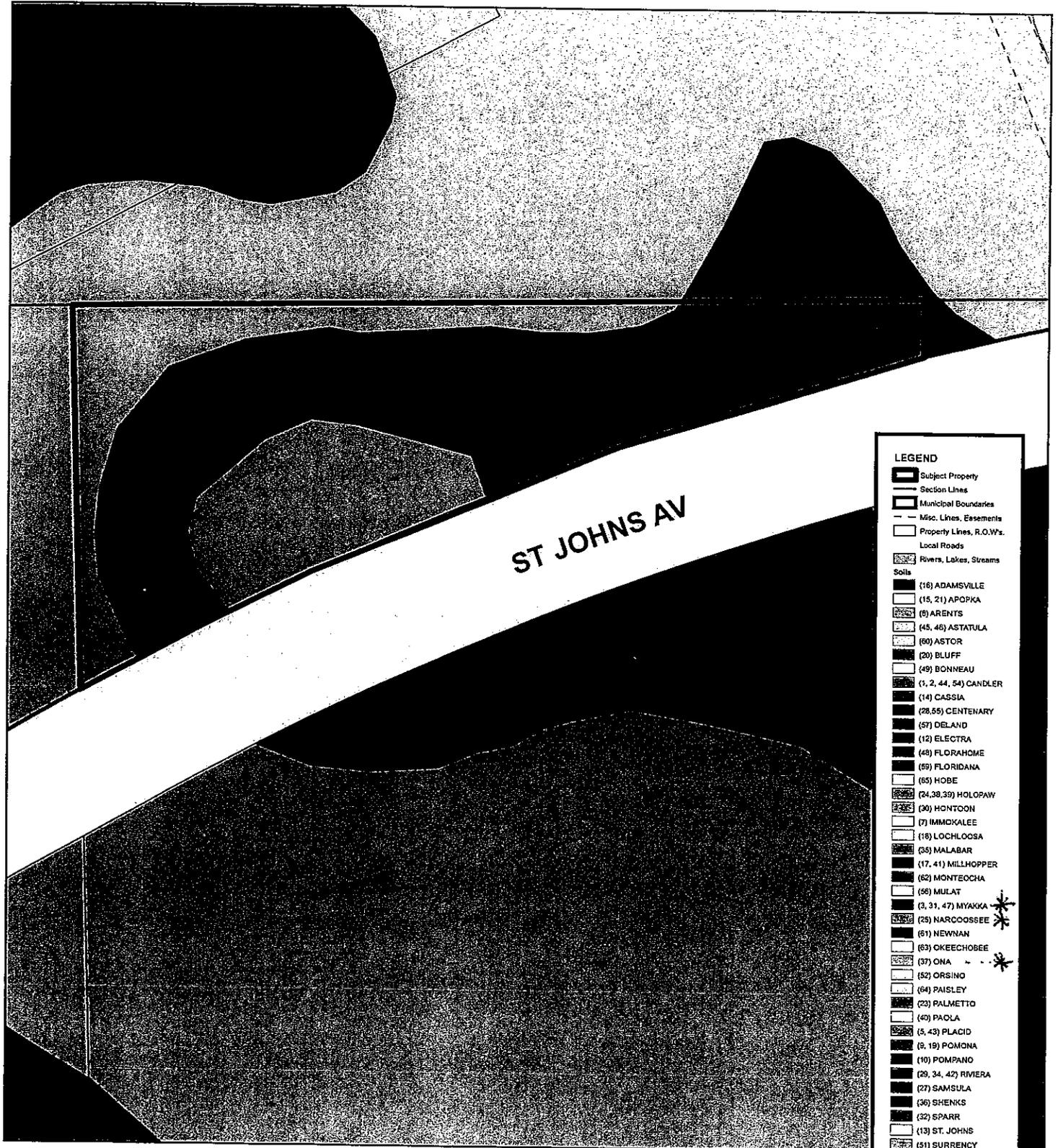
The Putnam County Board of County Commissioners joined by the county departments, together with the constitutional offices of, Clerk or the Circuit Court; Property Appraiser; Sheriff; Supervisor of Elections; and Tax Collector; assumes no liability whatsoever associated with the use or misuse of this data.

**PUTNAM COUNTY**

Parcel(s):

Prepared By:  
PLANNING & DEVELOPMENT SERVICES  
PUTNAM COUNTY, FLORIDA  
2009

# SOILS MAP

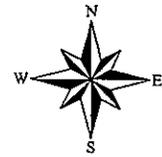
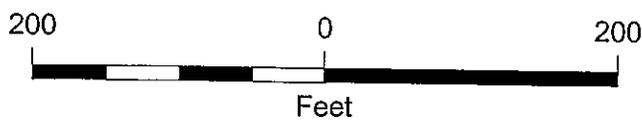


**LEGEND**

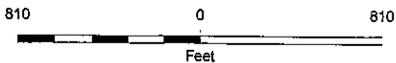
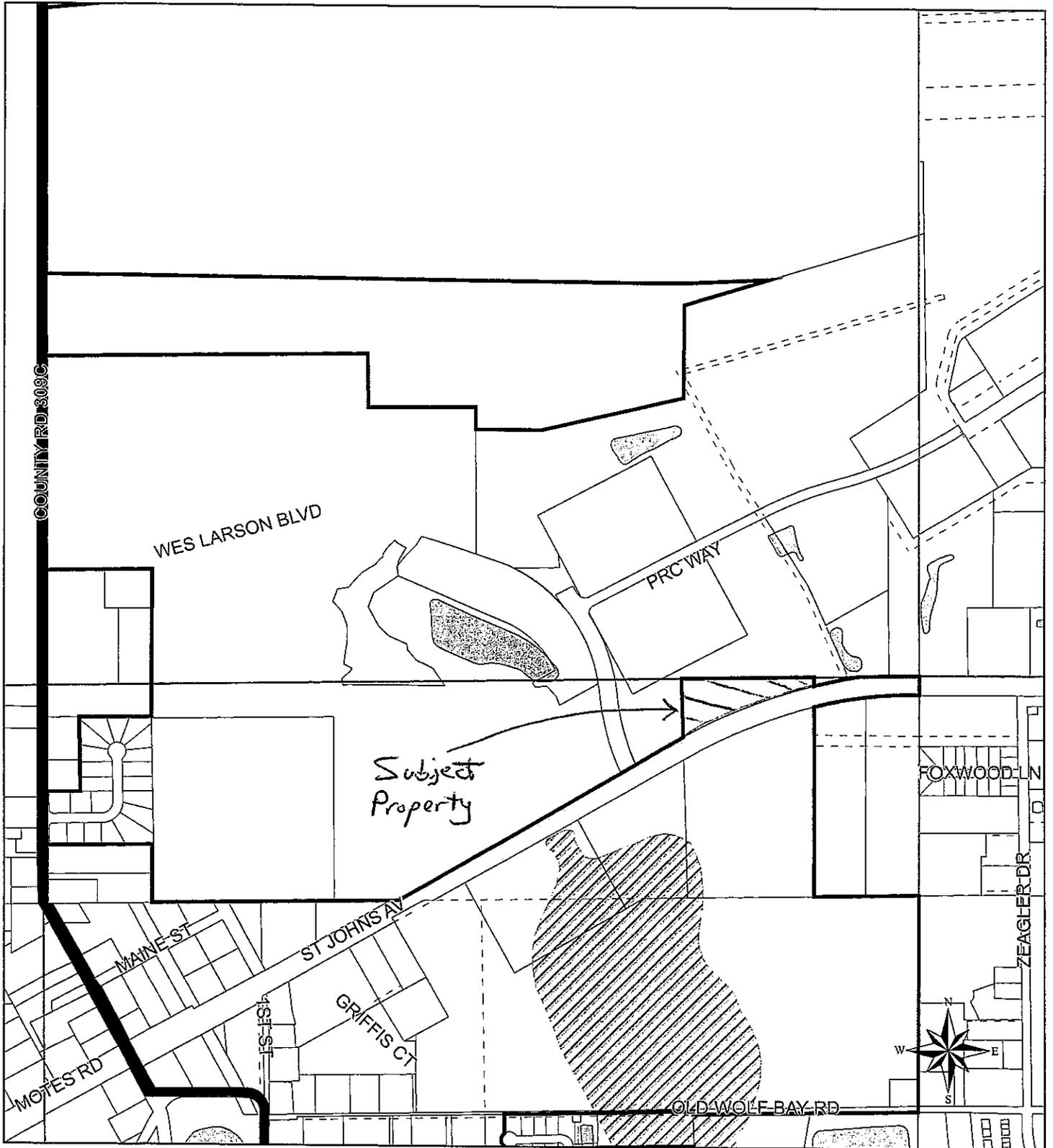
- Subject Property
- Section Lines
- Municipal Boundaries
- Misc. Lines, Easements
- Property Lines, R.O.W.'s
- Local Roads
- Rivers, Lakes, Streams

**Soils**

- (16) ADAMSVILLE
- (15, 21) APOPKA
- (9) ARENTS
- (45, 48) ASTATULA
- (60) ASTOR
- (20) BLUFF
- (49) BONNEAU
- (1, 2, 44, 54) CANDLER
- (14) CASSIA
- (28,55) CENTENARY
- (57) DELAND
- (12) ELECTRA
- (48) FLORAHOME
- (58) FLORIDANA
- (65) HOBE
- (24,38,39) HOLOPAW
- (30) HONTOON
- (7) IMMOKALEE
- (18) LOCHLOOSA
- (35) MALABAR
- (17, 41) MILLHOPPER
- (62) MONTEOCHA
- (56) MULLAT
- (3, 31, 47) MIYAKKA
- (25) NARCOOSSEE
- (61) NEWNAN
- (63) OKEECHOBEE
- (37) ONA
- (52) ORSINO
- (64) PAISLEY
- (23) PALMETTO
- (40) PAOLA
- (5, 43) PLACID
- (8, 19) POMONA
- (10) POMPANO
- (29, 34, 42) RIVERA
- (27) SAMSULA
- (36) SHENKS
- (32) SPARR
- (13) ST. JOHNS
- (51) SURRENCY
- (6) TAVARES
- (26) TERRA CEIA
- (22) TOMOKA
- (11) UDORTHERTS
- (50) WABASSO
- WATER
- WATER LESS THAN 40
- (68) WAUCHULA
- (33) WINDER
- (4, 53) ZOLFO



# FEMA Flood Zones



Prepared by CMR	Checked by LDH	Approved by
Date 02/06/09	Date 02/06/09	Date
Source PUTNAM CO. PROPERTY APPRAISER, PLANNING & DEVELOPMENT		
Revisions		
Revisions		
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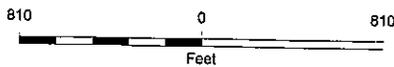
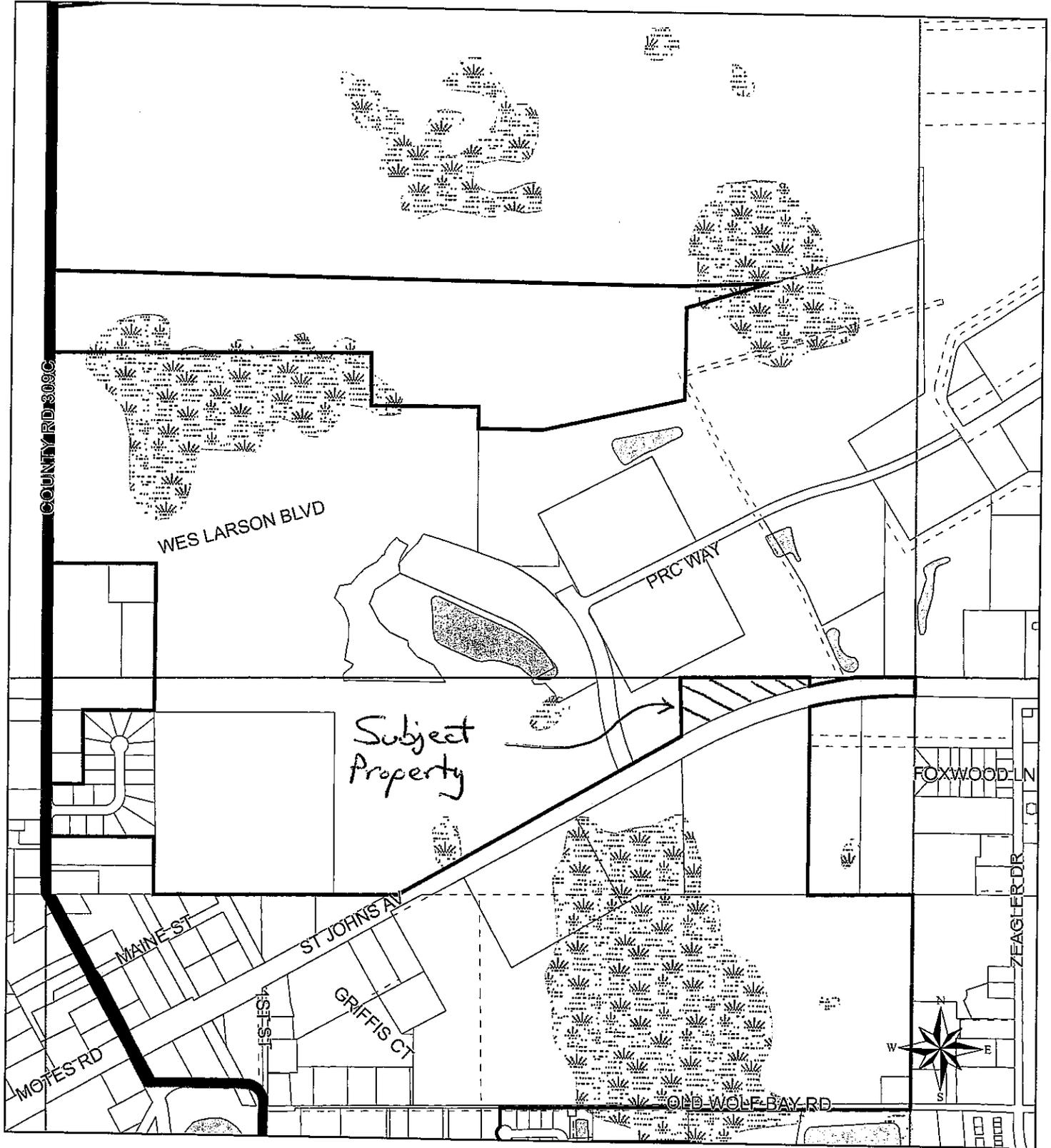
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## PUTNAM COUNTY

Parcel(s):

Prepared By:  
PLANNING & DEVELOPMENT SERVICES  
PUTNAM COUNTY, FLORIDA  
2009

# Wetlands Map



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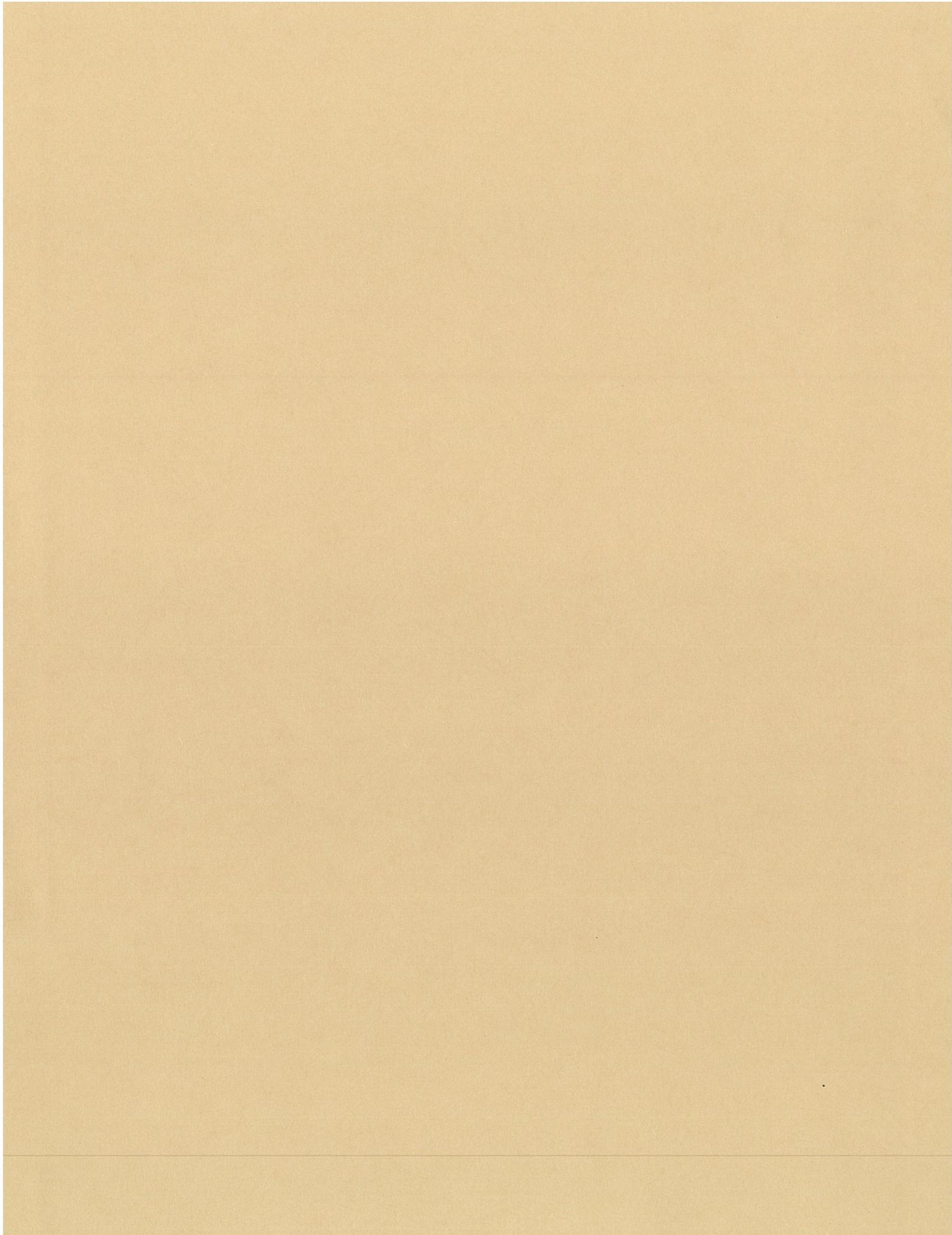
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Revisions		
Revisions		
Revisions		

**PUTNAM COUNTY**

Parcel(s):

Prepared By:  
PLANNING & DEVELOPMENT SERVICES  
PUTNAM COUNTY, FLORIDA  
2009



**Request:** to subdivide parcel to accommodate detached single-family homes.

**Location:** Northeast corner of Comfort Road and Crystal Cove Drive, approximately ¼ mile east of US Highway 17.

**Parcel Number:** 37-09-26-0000-0060-0082

**Subdivider:** Thirty-Ninth Avenue Professional Center, Inc.

**A. BACKGROUND & ANALYSIS:**

In November 2008, the Planning Board approved the applicant's request to amend the Future Land Use Map from Residential Low Density to Residential Medium Density for 9.99 acres in order for the applicant to construct 98 condominium units. The zoning was changed to R-3 (multi-family residential). The applicant is now requesting to subdivide the property into 42 single family parcels. A request to change the Future Land use designation and rezone back to Low Density and R-1 is forthcoming, however, the preliminary plat included in your packet for review and comment can be reviewed prior to that case being heard.

Notices were sent to surrounding property owners and the advertisement ran in the Palatka Daily News. Three calls were received as a result of the notices. Departmental Review Requests were sent to the Building, Fire, Police, Water/Sewer and Public Works departments. The Fire Marshal and Water/Sewer Superintendent responded with "No comment;" the Police Dept. prepared a report that showed a need for .26 police officers based on projected calls for service at build-out; the Chief Building Official responded with a comment that sidewalks must be included on both sides of the street per subdivision regulations. Public Works comments are attached regarding the stormwater retention in the r.o.w., no overflow from pond, and access behind the entrance sign off Comfort Rd. Also, at the time of permit application, the pump station will have to be evaluated.

**Screening and Buffering Requirements:** There are no screening or buffering requirements where an R-1 zoning district abuts an R-1AA zoning district.

**Future Land Use Element**

**Policy A.1.1.3 9J-5.006(3)(c)3**

The City shall, as a condition of issuing a building permit or other development order, require proposed developments to hook up to the City central sewer systems in accordance with the revised City zoning code and subdivision regulations based upon Chapter 381, Florida Statutes, and Division 64E, Florida Administrative Code.

**Staff Comment:** Applicant needs city services for this development.

**Policy A.1.1.7 9J-5.006(3)(c)2**

The City Building Official shall not issue a building permit or other final development order, or issue final plat approval, until it has been certified that infrastructure facilities and services exist or shall be available pursuant to an executed development agreement to satisfy demands generated by the development in accordance with adopted City levels of service standards. By June 1, 2008, the City shall incorporate

into the land development regulations a method for establishing transportation proportionate fair share.

**Staff Comment:** The Chief Building Official and Water and Sewer Superintendent will review for compliance prior to the issuance of any permit.

**Policy A.1.3.2 9J-5.006(3)(c)2, 7**

By June 2008, the Building Official shall review the City's Zoning Code and Subdivision Regulation to ensure that current buffering and separation standards between land uses of different densities or intensities of use remain sufficient to ensure compatibility between uses, or mitigate the effects of more dense / intense uses on less dense / intense uses.

Issues of compatibility shall include considerations for noise, sight, and level of traffic generation. The primary tool of ensuring capability between land uses shall be the Future Land Use Map and the elimination of non-conforming land uses. Other techniques shall include:

Noise and sight incompatibility -- screening by either a 6' solid physical wall or landscape plantings to reach, within 18 months, a height of at least 5 feet and an opacity of 80 percent.

**Staff Comment:** There are no buffering requirements for these abutting zoning districts.

**Traffic Circulation Element**

**Objective B.1.1 (9J-5.007(3)(b)1)**

Upon plan adoption, the City shall provide for a safe, convenient and efficient motorized and non motorized transportation system by correcting, to the maximum extent feasible, all existing roadway deficiencies identified in this plan and maintain acceptable operating conditions in the future on a priority basis.

**Policy B.1.1.1 (9J-5.007(3)(01))**

The State-wide minimum acceptable operating Level of Service (LOS) standards for the State Highway System and City Street System shall be the base LOS standards listed herein, except for those conditions provided in Policies 1.1.1.A. and 1.1.1.B.

The City hereby adopts the following LOS standards for each listed facility type:

- principal arterials - LOS C
- collectors and minor arterials -LOS D

**Staff Analysis:** The property is directly accessed by Crystal Cove Drive that has an adopted level of service of "A." This development will have very little impact on that level of service.

**Policy B.1.1.6 9J-5.007(3)(c)3**

The City will require developers to comply with City road design standards and to pave all internal roadways for all new subdivisions and participate in access road improvements. The City has until June, 2008 to include the standards under the street portion of the code to address those situations not covered by the subdivision portion of the code.

**Staff Comment:** Prior to permit issuance, the Chief Building Official will review for compliance.

**Policy B.1.3.3 9J-5.007(3)(c)2**

The City shall minimize the connection of access points of driveways and roads to roadways through the use of land development regulations addressing subdivision regulations, a driveway access management, and State driveway permit procedures, and coordinating with FDOT in implementing strategies contained in FDOT Access Management Rule 14-97 for development on State roadways. The City shall adopt the access drive ordinance by September, 2008. For roadways designated as part of the FIHS which includes State Road 20, U.S. 17, State Road 100 and State Road 19 will be limited to FDOT requirements. In general, land development regulations will be developed to limit access road spacing according to the following schedule:

Adjoining Road Posted Speed Limit	Minimum Access (feet) Spacing (feet)
25 mph	80
30 mph	105
35 mph	145
40 mph	185
45 mph	200

**Staff Comment:** This parcel does not access a State or Federal highway. Crystal Cove Drive is a City maintained roadway

**Housing Element**

**Objective C.1.7 9J-5.010(3)(b)7**

Upon Plan adoption, the City shall establish policies that commit the City to improve and maintain the quality and integrity of its residential neighborhoods.

**Policy C.1.7. 9J-5.010(3)(c)(3)**

The City shall enforce current provisions regarding the elimination of non-conforming land uses to include all uses which are inconsistent with the Future Land Use Map 2020 or cannot be made compatible with adjacent land uses. New development or redevelopment shall require buffering between land uses of different densities or intensities of use that are sufficient to ensure compatibility between land uses.

**Staff Comment:** This as well as the proposed land use of low density residential conforming to the Future Land Use Map 2020. Single family homes are compatible with the adjacent land uses.

**Public Facilities Element**

**Policy D.1.4.1 9J-5.011 (2)(c)2**

By June 1, 2009, the City shall adopt the following distance criteria into the requirements of the City Land Development Regulations and shall be enforced by the Building Official during the building permit process:

(a) new residential subdivisions, new industrial development, and new commercial development with a gross leased floor area of greater than 5,000 square feet connect to the City's sanitary sewer system when they are within 1,320 feet of either (1) an

existing sewer line, or (2) a sewer line that will be in place or under actual construction within three (3) years of final development approval, providing that the site is accessible to the sewer line by public right-of-way; or

**Staff Comment:** The applicant will connect to the sanitary sewer system.

### **Conservation Element**

#### **Policy E.1.2.12**

Unless proven to be economically, environmentally, or technologically unfeasible, all new subdivisions and nonresidential development shall include reuse / reclaimed water lines.

(Note: it has been, and continues to be, the policy of the City of Palatka to require reuse / reclaimed water lines to be installed when feasible.)

**Staff Comment:** The City Manager stated there is not a reuse line within close proximity to this parcel.

### **Capital Improvements Element**

#### **Policy H.4.1.1 9J-5.016(3)(c)6**

Require developers of new subdivisions or commercial construction to prove that the adopted Level of Service Standards (LOSS) will be available concurrent with development impact before a development order is issued.

**Staff Comment:** This request represents a 56 unit decrease in the density proposed by the 98 condominium units which met LOSS a year ago. All LOSS will be reviewed at the time of permit application.

#### **Policy H.4.2.5 9J-5.016(3)(c)4, 5 and 6**

The City shall require that: (a) new residential subdivisions, new industrial development, and new commercial development with a gross leased floor area of greater than 5,000 square feet connect to the City's sanitary sewer system when they are within 1,320 feet of either (1) an existing sewer line, or (2) a sewer line that will be in place or under actual construction within three (3) years of final development approval, providing that the site is accessible to the sewer line by public right-of-way; or (b) New single-family homes and commercial development that are not located within a subdivision subject to criteria (a) above shall be required to connect to the City's sanitary sewer system when they are within 250 feet of either (1) an existing sewer line, or (2) a sewer line that will be in place or under actual construction within three (3) years of final development approval, providing that the site is accessible to the sewer line by public right-of-way.

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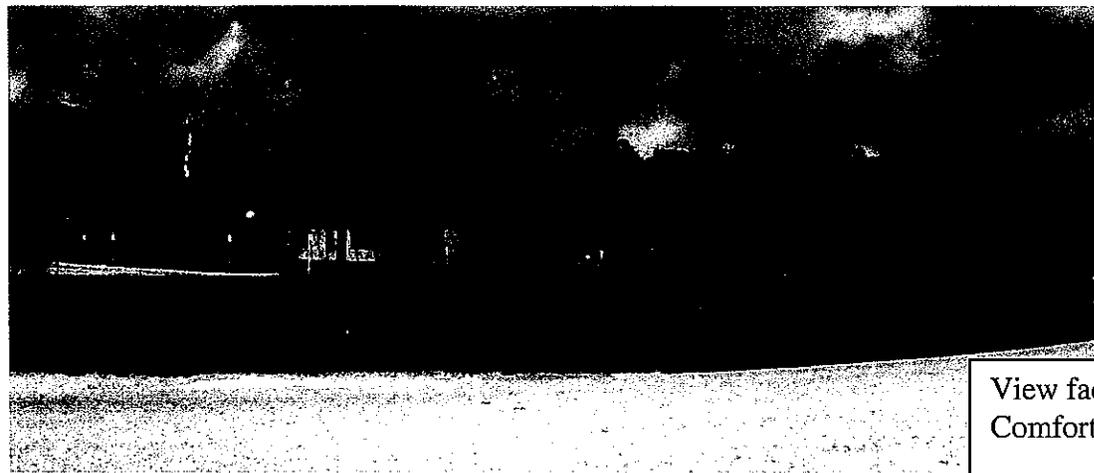
PHOTOS



Postings



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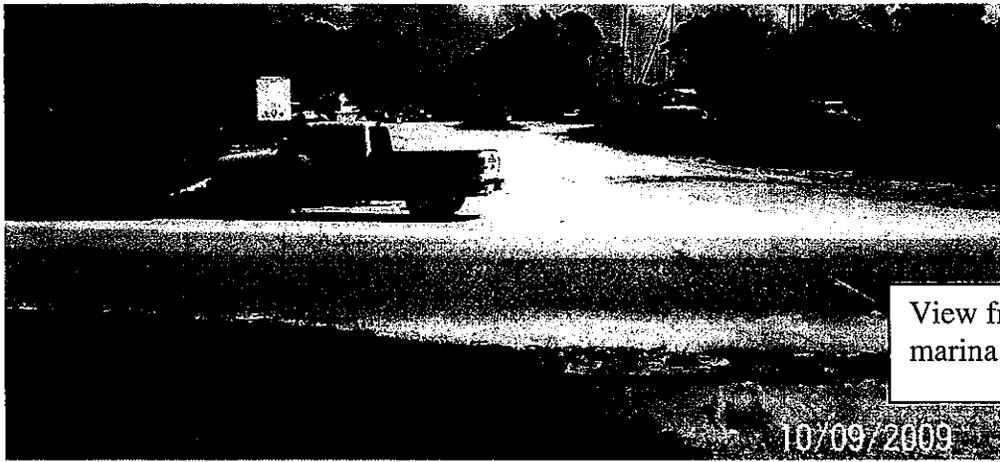
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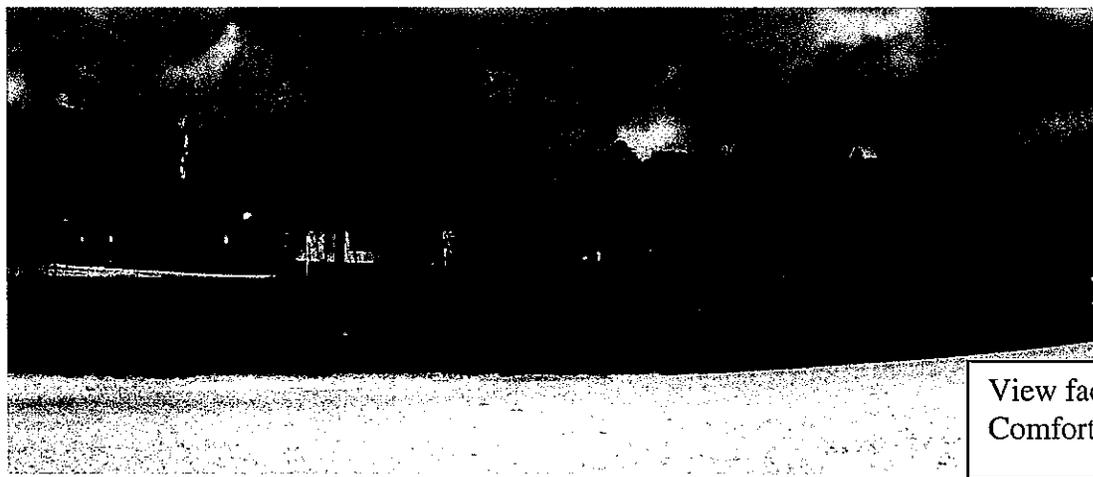
PHOTOS



Postings



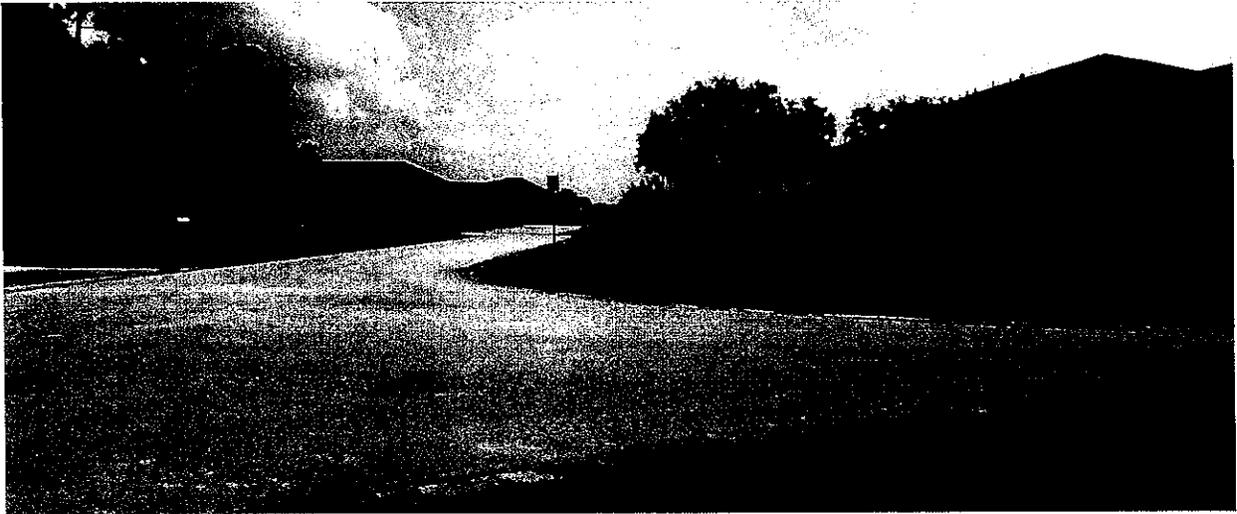
View from Crystal Cove Dr. to marina. Facing east.



View facing west on Comfort Rd.



View along Crystal Cove  
Dr. looking toward entry.



View facing motel along northern  
property line.

## Application for Subdivision

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:

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

Application Number: PB - <u>09-30</u>
Date Received: <u>10/5/09</u>
Hearing date: <u>11/3/09</u>

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

TO BE COMPLETED BY APPLICANT			
1. Property Address: <p style="text-align: center; font-size: 1.2em;"><i>Crystal Cove Drive @ Comfort Rd</i></p>	2. Current Property Use: <p style="text-align: center; font-size: 1.2em;"><i>Vacant</i></p>		
3. Parcel Number: <p style="text-align: center; font-size: 1.2em;"><i>37-09-26-0000-0060-008182</i></p>	4. Lot size/acreage: <p style="text-align: center; font-size: 1.2em;"><i>11.15 ac</i></p>	5. Proposed Use: <p style="text-align: center; font-size: 1.2em;"><i>single family detached subdivision</i></p>	
6. Current Zoning Designation: <p style="text-align: center; font-size: 1.2em;"><i>R-3</i></p>	8. Required Attachments: <input type="checkbox"/> Letter of Authorization* <input checked="" type="checkbox"/> Legal Description <input checked="" type="checkbox"/> Copy of Recorded Deed <input checked="" type="checkbox"/> Fees <input checked="" type="checkbox"/> Preliminary/final plat <input checked="" type="checkbox"/> Project narrative**		
9. Square footage of any proposed structures:	10. Number & types of structures on property: <p style="text-align: center; font-size: 1.2em;"><i>Vacant</i></p>		
8. Owner Name: <u><i>Carl Salifino, John Pla, John Williams, Kinnon Thomas</i></u>			
Owner Address: <u><i>3603 NW 96th St. Suite 'F'</i></u> <u><i>Gainesville, FL. 32606</i></u>			
Phone Number: <u><i>352-331-1111</i></u>			
9. Agent Name: <u><i>James Melhan</i></u>			
Agent Address: <u><i>1221 SW 96th St.</i></u> <u><i>Gainesville, FL. 32607</i></u>			
Phone Number: <u><i>352-215-2548</i></u>			

\*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.

Application Number: PB - \_\_\_\_\_

Hearing date: \_\_\_\_\_

10. This application submitted by:

Signature of owner(s): *[Signature]*

Print owner(s) names(s): CARL SALAFRIO

Signature of Agent(s): *[Signature]*

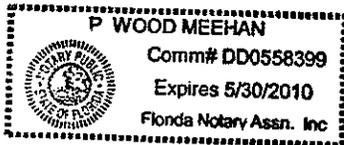
Print Agent(s) names: JAMES MEEHAN

STATE OF Florida

County of Alachua

Before me this day personally appeared Carl Salafrio who executed the foregoing application and acknowledged to and before me that James Meehan executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 2<sup>nd</sup> day of October A.D. 2009.



*[Signature]*  
Notary Public

My commission expires: 5/30/10 State of FLORIDA at Large

FOR OFFICIAL USE ONLY			
1. Date Submitted	2. Received By:	3. Current Zoning:	5. Preliminary review by:
7. Sign(s) Posted Date: By:	8. Surrounding property owners notices sent: Date: By:	9. Legal Ad Ran: Date:	10. Attachments Reviewed: <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"/> Preliminary/Final Plat
City Commission Meeting Date:			

**James J. Meehan P.E.**  
**1221 SW 96<sup>th</sup> Street**  
**Gainesville, Fl. 32607**  
**(352) 215-2548, FAX (352) 332-0431**

Project: River Watch  
Palatka, Fl.

**Brief description:**

This 11 acre site is located within the City limits of Palatka, and is zoned R-3, which allows multi-family and single family residential development. The property is bounded on the south and east by Crystal Cove Drive and on the west by Comfort Road. Adjacent to the north is Crystal Cove Subdivision. The property slopes gently from the northwest to the southeast and is covered with small to medium sized pine trees. Water and gravity sanitary sewer are presently available along the north and west boundaries of the site. Overhead electric exists along the west property line.

The proposal for this site consists of 42 single family detached houses on minimum 60 ft wide lots which will be larger than the 6,000 sf minimum lot size required for this zoning district. All lots will be accessed internally from the proposed 24 ft wide curb and gutter streets with sidewalk. All lots are to be connected to central water and sewer. All utilities are to be underground. Drainage detention shall consist of one detention area located in the southeast corner of the site which will be sized to handle the storm water requirements of the City of Palatka and the St. John's River Water Management District. Stormwater shall discharge from the site at the predeveloped rate thru an existing storm water system to the St. John's River.

This project will be permitted with the City of Palatka, The St. John's River Water Management District for storm water and the Fla. D. E. P. for drinking water and sanitary sewer.

**2009 Interim Property Information for Parcel: 37-09-26-0000-0060-0082**  
**2008 Certified Tax Collector Information**  
**Thirty-Ninth Avenue Professional**  
 Center Inc  
 3603 NW 98th St Suite C  
 Gainesville Fl 32606-2606 ( [Putnam County GIS Interactive Mapping](#) )

**Detail Information for Parcel: 37-09-26-0000-0060-0082**

Property Use:	Vacant Commercial	Structures:	0
Mobile Homes: <input type="checkbox"/>	0	MH Unextended:	0
Census Tract:	950700	Census Block:	1007
Total Acreage:	11.15	Location:	City of Palatka

**Property Legal Description**  
 PT OF ENTRALGO GRT OR900 P1776

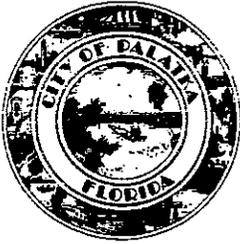
**Parcel Sales Data**

Book	Page	Instrument	Month	Year	QSCD	Price
1142	0864	Warranty Deed	March	2007	00 V	\$700000
1040	0972	Warranty Deed	June	2005	03 V	\$250000
1028	0374	Warranty Deed	April	2005	00 V	\$125000
0900	1776	Warranty Deed	July	2002	01 I	\$200000

**Land Data**

Units	Descriptions
11.15	Commercial Acres

**Notice:**  
 NOTICE - This is an interim Putnam County file. Property assessment information will not be displayed until it is certified in October.  
 Click [here](#) to do another search or use your browser's back button to return to previous search results.



# *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 3, 2009 at 4:00 P.M. at City Hall, 201 N 2nd St. for the purpose of hearing the following matter:

A request to subdivide parcel to accommodate detached single-family homes. Case: PB 09-30

Location: Northeast corner of Comfort Rd. and Crystal Cove Dr., approximately ¼ mile east of US HWY 17.

**Parcel #:** 37-09-26-0000-0060-0082

**Owner:** Thirty-Ninth Avenue Professional Center, Inc.

All interested parties are invited to attend this public hearing.

Debbie Banks  
Dir. of Building & Zoning

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 DEPT. AT (386)329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.

37-09-26-0000-0060-0080  
CRYSTAL COVE PROPERTIES INC  
133 CRYSTAL COVE DR  
Palatka, Fl 32177

PB 09-30

37-09-26-0000-0060-0081  
RIVER PROPERTY MANAGEMENT INC  
133 CRYSTAL COVE DR  
Palatka, Fl 32177

PB 09-30

37-09-26-1855-0000-0270  
WOOD TRUST (THE)  
949 ESPINADO AVE  
ST AUGUSTINE FL 32086

PB 09-30

37-09-26-1855-0000-0280  
EVANS GILBERT L JR + DETRA  
251 CRYSTAL COVE DR  
Palatka, Fl 32177

PB 09-30

37-09-26-1855-0000-0180  
WOODS GARY JOEL REVOCABLE  
LVG TRUST  
207 CRYSTAL COVE DR  
Palatka, Fl 32177

PB 09-30

37-09-26-1855-0000-0020  
KELLEY TRACEY S  
210 CRYSTAL COVE DR  
Palatka, Fl 32177

PB 09-30

37-09-26-1855-0000-0010  
LEARY RICK G and  
CYNTHIA A VANDER VERE  
206 CRYSTAL COVE DR  
Palatka, Fl 32177

PB 09-30

37-09-26-0000-0060-0051  
CAHILL FAMILY TRUST  
205 COQUINA AVE  
ST AUGUSTINE FL 32080

PB 09-30

37-09-26-0000-0060-0052  
BECK/SLOAN PROPERTIES INC  
256 N HIGHWAY 17  
PALATKA FL 32177  
Palatka, Fl 32177

PB 09-30

37-09-26-0000-0060-0110  
ALFORD CHARLES E SR REVOC  
TRUST AGR  
3816 REID STREET  
PALATKA FL 32177

## Departmental Review Request

Address: Off Crystal Cove Dr.

Case #: 09-30

Parcel # 37-09-26-0000-0060-0082

Please review the enclosed request and make any comments in writing to Building & Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.

<input type="checkbox"/> Rezoning	<input type="checkbox"/> Site Plan Review
<input type="checkbox"/> Annexation	<input type="checkbox"/> Small Scale Amendment ( 9.99 acres or less)
<input type="checkbox"/> Large Scale Amendment(10+ acres)	<input type="checkbox"/> Concurrency Review
<input type="checkbox"/> Conditional Use Request	<input type="checkbox"/> Variance
<input type="checkbox"/> Street Closing/Street Name Change	<input checked="" type="checkbox"/> Other

Meeting Date: 11-3-09

Response Deadline: 10-19-09

Date submitted by applicant: 10-5-09

Date forwarded to Departments for review: 10-5-09

Submitted to: <input type="checkbox"/> Water/Sewer/Streets/Sanitation <input checked="" type="checkbox"/> Police <i>Gary Getchell</i> <input type="checkbox"/> Fire <input type="checkbox"/> Chief Building Official	<input type="checkbox"/> Sewer Plant <input type="checkbox"/> Water Plant <input type="checkbox"/> Parks <input type="checkbox"/> Weed & Seed <input type="checkbox"/> Cemetery <input type="checkbox"/> Golf <input type="checkbox"/> Airport
--	--

Current Property Use: Vacant

Proposed Property Use: Subdivision - dividing into 42 single-family homes

Current Land Use Designation: Medium Density Residential

Requested Land Use Designation: Same

Current Zoning Classification: R-3 Multi-family residential

Requested Zoning Classification: Same

Acreage: 9.99

# of Units 42 Proposed

Thirty-Ninth Avenue Professional Center, Inc.  
**Owner/Applicant Name**  
 3603 NW 98<sup>th</sup> St. Suite C  
**Owner/Applicant Address**  
 Gainesville, FL 32606  
**City/State/Zip**  
 352-331-1111  
**Phone Number**

James Meehan  
**Agent Name**  
 1221 SW 96<sup>th</sup> St.  
**Agent Address**  
 Gainesville, FL  
**City/State/Zip**  
 352-215-2548  
**Phone Number**

Planning Dept. Comments: The applicant is requesting to subdivide this parcel into 42 single-family lots. Although it is zoned R-3, the code allows this utilizing R-1 development standards. Please review and comment.

Thank you

- No Comments  
 Comments Attached

*See Impact Review*

Reviewed by: \_\_\_\_\_

Title: \_\_\_\_\_

*JAB*  
*Gary S. Getchell*  
 Chief of Police

# PALATKA POLICE DEPARTMENT

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## LAW ENFORCEMENT IMPACT REVIEW



## RIVER WATCH SUBDIVISION CYRSTAL COVE DRIVE & COMFORT ROAD

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CONCEPTUAL REVIEW 10/19/2009

## SAINT JOHNS LANDING

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### PURPOSE

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The Police Department's review of the proposed development/annexation is designed to provide City staff, planners, reviewers, elected officials, and citizens with projected impacts to municipal law enforcement services. This review is designed to promote the City's strategic public safety goals, which include crime prevention and reduction, call-for-service management, and timely response to the needs of citizens.

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### IMPACTS TO POLICE DEPARTMENT STAFFING

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#### ❖ Sworn officer (Police)

- Police Department (PPD) service standard = 469.20<sup>1</sup> calls-for-service (CFS) per year per officer.
- On average, every citizen generates 1.60<sup>2</sup> CFS per year.
- Every 1,000 new residents generate 1,600 additional CFS per year.
- Every 1,600 additional citizen generated CFS would equate to 3.41 additional police officer positions.
- The developer has proposed a maximum of **42** single family units.
- Based on the City of Palatka average household size of 3.1<sup>3</sup> this development has the potential to generate an additional population of **130** new citizens.
- Based on the City of Palatka Impact Fee Study, published in March of 2007, the "Annual Law Enforcement Incidents Per Unit of Development" factor is **2.9549** incidents per residential unit.<sup>4</sup>
- Once this project has been completed and occupied, the development/annexation has the potential of generating **124** CFS, which would result in .26 additional police officers

#### ❖ Non-Sworn Personnel (Support)

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<sup>1</sup> Source: City of Palatka Police Department Staffing Standards; 2003

<sup>2</sup> Source: City of Palatka Police Department Staffing Average CFS; 2003

<sup>3</sup> Source: City of Palatka Planning Department; 2006

<sup>4</sup> Source: City of Palatka Comprehensive Impact Fee Study; Law Enforcement; Table 13 – "Annual Cost of Law Enforcement CFS by Land Use Category;" 2007.

- Currently, the Palatka Police Department utilizes a formula of one (1) support position for every five (5) sworn positions.
- With an overall increase of .26 police officers, there will be a need for 0 additional support personnel. *Note – Although, this specific project will not require additional support personnel, the culmination of numerous residential development projects already reviewed suggest one (1) additional support position.*

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#### POLICE DEPARTMENT SPACE NEEDS REQUIREMENTS

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- ❖ The current Police Department building located at 110 N. 11<sup>th</sup> Street was opened in 1967.
- ❖ There exist 7,000 +/- sq ft of office/storage space under roof.
- ❖ In 2007, the City purchased 1209 Reid Street for a Police Department annex. Currently, renovations are underway to relocate the department's investigative functions. This space will yield 2,200 +/- addition sq ft.
- ❖ Since NO major renovations or additions have been made to the current building and parking, there is a need for additional office and parking. Additional staff will only compound the current space needs.

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#### OTHER IMPACTS/ISSUES

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- ❖ Road infrastructure within development/annexation:
  - The Police Department recommends ownership of road(s) within the new development/annexation remains with the property owner(s). If roadway ownership remains with property owner(s), the City of Palatka would not be responsible for traffic control, traffic accidents, or traffic related complaints; thus, decreasing the impacts to the City's police resources. Additionally, the City would not be responsible for maintenance of new roads within the development, thereby, eliminating reoccurring expenses for road maintenance and/or improvements.
- ❖ Road infrastructure outside development/annexation:
  - The City's current procedures for annexations are strictly limited to specific properties already contiguous with other properties already within the corporate City limits of Palatka, and there is NO consideration or review of adjacent roadway annexation to facilitate appropriate traffic egress/ingress, and policing issues. Due to the proximity of non-annexed roads to project, the Police Department will inevitably be dispatched to calls-for-service outside the City limits. To eliminate the confusion for police officers, dispatchers, and citizens, while providing for a more appropriate urban service area, the Police Department strongly recommends the City annex all roads leading to the access of the proposed development annexation, to include:

- Highway 17 and adjoining right-of-ways, from north City limits to the intersection of South Comfort Road; and, from South Comfort Road to the northern property boundary of Crystal Cove Subdivision.
- Neighborhood Quality – Mitigate issues related to noise pollution and police CFS, developer should install/erect barriers/buffers to reduce noise from the adjacent properties with unrelated land use designations (West Boundary–Zoned Heavy Industrial; East – Commercial
- Although not required, a trip generation study should be conducted before this project is approved by the City to determine traffic impacts to the adjoining neighborhood(s), roadways, and police service quality.

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#### STRATEGIES FOR REDUCING IMPACTS TO LAW ENFORCEMENT

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- ❖ The Palatka Police Department responds to the prevention of crime as a basic mechanism of responsible government management. Simply, prevention of crime is a more cost effective means for managing finite public resources (police), versus hiring more police officers to keep up with the ever-increasing service demands. There are growth management models that will reduce the potential of crime and police calls-for-service. One such model is Crime Prevention through Environmental Design (CPTED). Many communities have employed the CPTED model with success.
- ❖ Utilizing the CPTED model, we suggest the following CPTED strategies to the development/annexation of Saint Johns Landing:
  - Limit excess of entrances/exits through the use of appropriate barriers, gates, etc;
  - Developer should include deed restrictions for all property owners to limit storage of property on outside of structures, i.e., boats, motor homes, sheds, etc;
  - Use appropriate buffers or obstructions at property boundaries to restrict access of non-residents;
  - Since the developer is in the conceptual phase of his/her project, the above suggestions are limited to the conceptual aspects only. A comprehensive CPTED assessment should be conducted after the project moves beyond the conceptual phase.
  - In the absence of CPTED strategies and complying with other outlined issues/concerns, the Police Department's experience suggests this project will generate the maximum law enforcement calls-for-service.

**DATA TABLES**

Table 1 PPD Statistics	
PPD CFS per officer per year	469.2
Average CFS per citizen per year	1.6
CFS per year generated by 1,000 new residents	1,600
Proposed maximum residential units	42
City of Palatka average household size	3.1
Projected population increase due to development/annexation	130
Additional CFS generated by development/annexation ((increased population)	124
Additional police officers required	.26
Additional civilian positions required	0

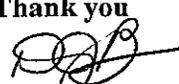
Table 1 PPD Staffing		
	Current	Proposed
Sworn Police Officers	39	39.26
Non-Sworn Civilian Personnel	9	9
Total	48	48.26

CC:  
File

## Departmental Review Request

Address: Off Crystal Cove Dr.  
Parcel # 37-09-26-0000-0060-0082

Case #: 09-30

<b>Please review the enclosed request and make any comments in writing to Building &amp; Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.</b>		
<input type="checkbox"/> <b>Rezoning</b>	<input type="checkbox"/> <b>Site Plan Review</b>	
<input type="checkbox"/> <b>Annexation</b>	<input type="checkbox"/> <b>Small Scale Amendment ( 9.99 acres or less)</b>	
<input type="checkbox"/> <b>Large Scale Amendment(10+ acres)</b>	<input type="checkbox"/> <b>Concurrency Review</b>	
<input type="checkbox"/> <b>Conditional Use Request</b>	<input type="checkbox"/> <b>Variance</b>	
<input type="checkbox"/> <b>Street Closing/Street Name Change</b>	<input checked="" type="checkbox"/> <b>Other</b>	
<b>Meeting Date: 11-3-09</b>		<b>Response Deadline: 10-19-09</b>
<b>Date submitted by applicant: 10-5-09</b>		<b>Date forwarded to Departments for review: 10-5-09</b>
Submitted to:  <input type="checkbox"/> Water/Sewer/Streets/Sanitation <input type="checkbox"/> Police <input checked="" type="checkbox"/> Fire <i>Mark Lynady</i> <input type="checkbox"/> Chief Building Official	<input type="checkbox"/> Sewer Plant <input type="checkbox"/> Water Plant <input type="checkbox"/> Parks <input type="checkbox"/> Weed & Seed	<input type="checkbox"/> Cemetery <input type="checkbox"/> Golf <input type="checkbox"/> Airport
<b>Current Property Use: Vacant</b>		<b>Proposed Property Use: Subdivision - dividing into 42 single-family homes</b>
<b>Current Land Use Designation: Medium Density Residential</b>		<b>Requested Land Use Designation: Same</b>
<b>Current Zoning Classification: R-3 Multi-family residential</b>		<b>Requested Zoning Classification: Same</b>
<b>Acreage: 9.99</b>		<b># of Units 42 Proposed</b>
Thirty-Ninth Avenue Professional Center, Inc. <b>Owner/Applicant Name</b> 3603 NW 98 <sup>th</sup> St. Suite C <b>Owner/Applicant Address</b> Gainesville, FL 32606 <b>City/State/Zip</b> 352-331-1111 <b>Phone Number</b>		James Meehan <b>Agent Name</b> 1221 SW 96 <sup>th</sup> St. <b>Agent Address</b> Gainesville, FL <b>City/State/Zip</b> 352-215-2548 <b>Phone Number</b>
<b>Planning Dept. Comments: The applicant is requesting to subdivide this parcel into 42 single-family lots. Although it is zoned R-3, the code allows this utilizing R-1 development standards. Please review and comment.</b>		
Thank you 		
<input checked="" type="checkbox"/> <b>No Comments</b> <input type="checkbox"/> <b>Comments Attached</b>		<b>Reviewed by:</b> <i>FM. Meehan</i> <b>Title:</b> <i>Fire Marshal</i>

## Departmental Review Request

Address: Off Crystal Cove Dr.

Case #: 09-30

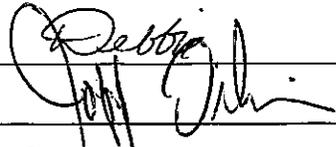
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<b>Meeting Date: 11-3-09</b>	<b>Response Deadline: 10-19-09</b>
<b>Date submitted by applicant: 10-5-09</b>	<b>Date forwarded to Departments for review: 10-5-09</b>
<p>Submitted to:</p> <p><input checked="" type="checkbox"/> Water/Sewer/Streets/Sanitation <i>Rhett</i></p> <p><input type="checkbox"/> Police</p> <p><input type="checkbox"/> Fire</p> <p><input type="checkbox"/> Chief Building Official</p>	<p><input type="checkbox"/> Sewer Plant</p> <p><input type="checkbox"/> Water Plant</p> <p><input type="checkbox"/> Parks</p> <p><input type="checkbox"/> Weed &amp; Seed</p> <p><input type="checkbox"/> Cemetery</p> <p><input type="checkbox"/> Golf</p> <p><input type="checkbox"/> Airport</p>
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<b>Current Zoning Classification: R-3 Multi-family residential</b>	<b>Requested Zoning Classification: Same</b>
<b>Acreage: 9.99</b>	<b># of Units 42 Proposed</b>
<p>Thirty-Ninth Avenue Professional Center, Inc.</p> <p><b>Owner/Applicant Name</b> 3603 NW 98<sup>th</sup> St. Suite C</p> <p><b>Owner/Applicant Address</b> Gainesville, FL 32606</p> <p><b>City/State/Zip</b> 352-331-1111</p> <p><b>Phone Number</b></p>	<p>James Meehan</p> <p><b>Agent Name</b> 1221 SW 96<sup>th</sup> St.</p> <p><b>Agent Address</b> Gainesville, FL</p> <p><b>City/State/Zip</b> 352-215-2548</p> <p><b>Phone Number</b></p>
<p><b>Planning Dept. Comments: The applicant is requesting to subdivide this parcel into 42 single-family lots. Although it is zoned R-3, the code allows this utilizing R-1 development standards. Please review and comment.</b></p> <p style="text-align: right;">Thank you </p>	
<p><input checked="" type="checkbox"/> No Comments</p> <p><input type="checkbox"/> Comments Attached</p>	<p>Reviewed by: <u><i>Rhett H. McComey</i></u></p> <p>Title: <u><i>SUPERINTENDENT</i></u></p>

## Departmental Review Request

Address: Off Crystal Cove Dr.  
Parcel # 37-09-26-0000-0060-0082

Case #: 09-30

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<input type="checkbox"/> <b>Street Closing/Street Name Change</b>	<input checked="" type="checkbox"/> <b>Other</b>	
<b>Meeting Date: 11-3-09</b>	<b>Response Deadline: 10-19-09</b>	
<b>Date submitted by applicant: 10-5-09</b>	<b>Date forwarded to Departments for review: 10-5-09</b>	
<b>Submitted to:</b> <input type="checkbox"/> Water/Sewer/Streets/Sanitation <input type="checkbox"/> Police <input type="checkbox"/> Fire <input checked="" type="checkbox"/> <b>Chief Building Official</b>	<input type="checkbox"/> Sewer Plant <input type="checkbox"/> Water Plant <input type="checkbox"/> Parks <input type="checkbox"/> Weed & Seed	<input type="checkbox"/> Cemetery <input type="checkbox"/> Golf <input type="checkbox"/> Airport
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Thirty-Ninth Avenue Professional Center, Inc. <b>Owner/Applicant Name</b> 3603 NW 98 <sup>th</sup> St. Suite C <b>Owner/Applicant Address</b> Gainesville, FL 32606 <b>City/State/Zip</b> 352-331-1111 <b>Phone Number</b>	James Meehan <b>Agent Name</b> 1221 SW 96 <sup>th</sup> St. <b>Agent Address</b> Gainesville, FL <b>City/State/Zip</b> 352-215-2548 <b>Phone Number</b>	
<b>Planning Dept. Comments: The applicant is requesting to subdivide this parcel into 42 single-family lots. Although it is zoned R-3, the code allows this utilizing R-1 development standards. Please review and comment.</b> <div style="text-align: right;"><b>Thank you</b></div>		
<input type="checkbox"/> <b>No Comments</b> <input checked="" type="checkbox"/> <b>Comments Attached</b>	<b>Reviewed by:</b>  <b>Title:</b> <u>CB</u>	

Case # 9-30

Comments:

1. Lots 1, 25, 28, 29, 31, 37 and 38 are corner lots and require two front setbacks.
2. Sidewalks required on both sides of the street.

 CBO

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:

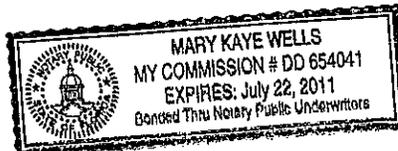
10/16/2009

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 16th day of October, 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

**PUBLIC NOTICE**  
Notice is hereby given that the CITY OF PALATKA PLANNING BOARD will hold a public hearing on November 3, 2009 at 4:00 P.M. at City Hall, 201 N 2nd St. for the purpose of hearing the following matter:  
A request to subdivide parcel to accommodate detached single-family homes. Case: PB 09-30  
Location: Northeast corner of Comfort Road and Crystal Cove Drive, approximately 1/4 mile east of US Highway 17.  
Parcel #: 37-09-26-0000-0060-0082  
Owner: Thirty-Ninth Avenue Professional Center, Inc.  
All interested parties are invited to attend this public hearing.  
Debbie Banks  
Dir. of Building & Zoning  
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 DEPT. AT (386)329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.  
Legal No. 04545528  
10/16/09