



CITY OF PALATKA PLANNING BOARD MINUTES

July 7, 2015

Chairman Sheffield opened the meeting and recognized Mr. Terry Suggs, Palatka's new City Manager. Mr. Suggs greeted the Board, noting that he had an extensive background working with local government and planning boards. He commended the Board for volunteering and having to sometimes make tough decisions. He said that his door as the City Manager is always open and to not hesitate to call upon him.

Roll Call: Members Present; Chairman Daniel Sheffield, Joseph Petrucci, Earl Wallace, George DeLoach and Tammy Williams. Members absent: Anthony Harwell, Charlie Douglas and Vice-Chairman Joe Pickens. Staff present; City Attorney Don Holmes, Planning Director Thad Crowe, Recording Secretary Pam Sprouse.

Motion made by Mr. DeLoach and seconded by Mr. Petrucci to approve the minutes from the April 7, 2015 meeting. Motion carried unanimously.

Chairman Sheffield read the appeal procedures and requested that any ex-parte communications be expressed prior to each case.

Case 15-22: A request to annex, amend the Future Land Use map from Putnam County US (Urban Service) to RL (Residential Low-Density) and rezone from Putnam County R-1A (Single-family Residential) to R-1A (Residential, single-family).

Location: 416 Mission Rd.

Mr. Crowe gave a PowerPoint overview of the request explaining that this request was made by the property owner for a volunteer annexation which is required if the property owner is contiguous and would like to have City utilities. The City is proposing low density land use and zoning, just like it is now in the Putnam County. Mr. Sheffield asked staff to identify the vertical yellow strip on the site map. Mr. Crowe replied that was a drainage easement. He said the property meets annexation criteria, is contiguous with the City's limits and compactness, as it is adjacent to city limits to the north and east. Mr. Crowe explained that this property is within an enclave which the City is chipping away at little by little as supported by the Comprehensive Plan. City water is available for this property. Staff recommends approval of the request to annex, the Future Land Use Amendment to Commercial, and rezoning to R-1A (Residential Single-Family).

Chairman Sheffield opened the public comments section of the item, and since no individuals addressed the Board, he then closed the public hearing.

Motion made by Mr. DeLoach and seconded by Ms. Williams to approve the request as recommended by staff. All present voted in the affirmative. Motion carried.

Case 15-23: A request to annex and amend the Future Land Use map from Putnam County US (Urban Service) to Commercial.

Location: 301 S. Palm Ave. (107 Mungin St.)

Mr. Crowe gave an overview of the request noting that it included a voluntary annexation in which the property owner is contiguous to the City and would like to have City utilities. This property is located at the intersection

of S. Palm Ave and Mungin St., next to Johnson-Overturf Funeral Home which is south of this property. First Coast Community Credit Union is across S. Palm Ave and so is the office/retail complex recently approved for the Putnam Academy of Arts and Science. He referenced the next agenda item as a companion item that includes this parcel combined with two other parcels in a Planned Unit Development to accommodate the existing bread store's expansion across Mungin St. There is a doctor's office located on 107 Mungin and the other two parcels are undeveloped. The doctor's office will remain on the property and the small tax office in the back will be removed. The applicant would like to bring the property into the City limits and assign to commercial land use essentially and the companion amendment which is the next case - a PUD rezoning. This case will focus on just the annexation and the Future Land Use map. The property is now in the Putnam County Future Land Use Map (FLUM) category of Urban Service" and has County C-1 (neighborhood commercial) zoning. This sets the stage for the PUD as the bread store has operations like warehousing and distribution that are not normally allowed as principal or accessory uses in neighborhood commercial zoning. However it should be noted that these uses are already operating and will be better designed and located in the PUD. The proposed commercial FLUM is compatible with the Palm Ave. corridor. The annexation criteria call for the property to be contiguous with the City limits and also to be compact. The property is compact and is adjacent to City limits to the west, north and south. Mr. Crowe explained that this property is within a larger County enclave and the City is chipping away at these enclaves called for in the Comprehensive Plan. There are available City utilities for these parcels. Staff recommends approval for the request to annex and amend the Future Land Use map from Putnam County US (Urban Service) to Commercial.

Mr. Douglas recused himself from this case and the next case due to ex-parte communications and the fact that he represents the Johnson-Overturf Funeral Home.

Chairman Sheffield asked Mr. Crowe if the letter that Mr. Harwell submitted addressed this case or the next case. Mr. Crowe advised the Chairman that this letter submitted addressed the next case.

Chairman Sheffield opened the public comments.

Tim Healey, Frontier Engineering, 803 N Howard St., Tampa, FL, spoke on behalf of the owner stating that the land use amendment will bring be an improvement and enhance the area than what is currently out there now. He added that the project will create jobs for this area, will result in a well-landscaped area, and will be compatible with the neighborhood. He said the new use would be less than 50 feet from the current bread store. He thanked the Board for hearing the case and said he could answer any questions.

Chairman Sheffield asked Mr. Healey if the existing bread store would stay in operation. Mr. Healey replied no. Chairman Sheffield asked if the existing bread store would be demolished. Brad Shirley, Joe Mar Development, 1180 Ponce DeLeon Ave., Clearwater, FL, was recognized by the Chairman and said that Flowers did not own the building and he was not aware of what the owner would do with it. Chairman Sheffield asked if the lease was ending and Mr. Shirley answered in the affirmative.

Chairman Sheffield closed the public comments.

Motion made by Mr. Deloach and seconded by Mr. Petrucci to approve the request as recommended by staff. All present voted in the affirmative. Motion carried.

Case 15-24: A request to rezone from Putnam County C-1 (Commercial, Neighborhood) to PUD (Planned Unit Development).

Location(s) 107 Mungin St.; 300 Poinsetta Ave. and unassigned parcel 12-10-26-7000-0050-0030

Mr. Crowe explained the surrounding uses as well as the existing use and stated that the main reason for the PUD is to allow for a higher level of warehouse and distribution activity than would normally be associated with retail zoning. The facility will house six bays for distributors who will stock area groceries and stores, while the retail store will function in the front building. A second phase of the PUD would add three more bays. This request complies with the Comprehensive Plan in that the Commercial Future Land Use Map (FLUM) category allows for the more intensive accessory uses of warehouse and distribution. He added that compatibility with adjacent uses was looked at extensively. Staff has recommended upgraded landscaping and buffering including a mirrored image of the rear buffer trees along the west side of the stormwater area which to further reduce truck noise. Upgraded architecture is another benefit of the project. There is adequate roadway capacity and other public facilities and Staff believes it makes sense to see this happen in this area rather than other more remote areas in the City. This is not an out of scale development for this area and that the neighborhood will benefit from the additional storm water retention as drainage is rudimentary in this area.

Mr. Crowe said that Staff recommends approval of the request with the following conditions: the development shall be largely in keeping with the site plan as submitted; waivers shall be limited to those stated in table 3 of the staff report; the project shall commence within two years of approval or the zoning shall lapse; Phase two approval shall lapse five years after the project Certificate of Occupancy, commencement after that time shall require a major modification of the PUD; tractor trailer trucks shall be limited to one per day; plant shade tree within right-of-way buffer adjacent to northeast parking row; provide and install landscape plan for storm water area with appropriate plantings that will increase screening effect and reduce truck noise, including mirroring the rear buffer trees along a berm at the east end of the storm water area; parking spaces within 50% of drip line of tree shall be pervious pavement, and construction will proceed carefully within that area with assistance of an arborist or landscape architect to ensure proper root and limb cutting; provide shade tree (deciduous or evergreen) in place of proposed understory trees within south and north buffers; provide evergreen trees along rear buffer adjacent to residential area (proposed as deciduous); hours of operations shall be 7 a.m. to 7 p.m., with exceptions allowable for documented unusual vehicle delay problems accompanied by scheduling deadlines; and limitation of one semi-trailer truck visitation per day, with an additional daily visitation in documented cases involving unusual scheduling and vehicle delay problems. Other delivery trucks limited to box trucks under the weight of 15,000 pounds. Mr. Crowe advised the board that they have the ability to change the time restrictions to something the board seems more reasonable.

Mr. Shirley explained that the same exact operations that are currently going on are planned to continue. He added that the retail store currently does really well, however it has no landscaping, the parking is non-conforming and people are backing up out onto Palm Ave. now, so this will be an improvement.

Mr. Crowe address some of Mr. Harwell's concerns stated in his letter submitted to the Board: he said that the point of a PUD is to allow Code flexibility in exchange for a definitive public benefit. The Board in the past had voted to reduce the size requirements for a PUD from 5 acres to zero, thus the Board has the ability to allow for a small PUD when a development is running into problems encountered on a tight urban site. The PUD approval conditions will carry the same density provided for in an individually designated zoning district, allowing some flexibility from the zoning code while requiring higher standards that are a tangible public benefit. In this case particularly, additional landscape and buffering as well as a larger than required green

space. There is also recommended a fencing, chain link or black decorative with shrubbery around the dry mention area which should soften the area.

Chairman Sheffield stated that the site plan showed a septic tank and green field north of the retail building and asked if this project would be tied into the sewer? Mr. Crowe advised that the Comprehensive Plan would require the applicant to hook up to the City's utilities when proximate to such lines. Mr. Shirley said that the lines were not close enough to allow for sewer connection, but the low impacts of the proposed use was conducive to continuing a small septic system until such time as the lines were extended into the vicinity. Mr. Sheffield also asked if the dumpster would be located near the retention area. Mr. Shirley answered affirmatively. Mr. Sheffield asked if the parking places on the north side of the Doctor's office are existing spaces and Mr. Crowe answered in the affirmative.

Mr. Petrucci asked what kinds of evergreen would be recommended. Mr. Crowe advised that basically any tree that does not lose its leaves.

Discussion turned to the hours of operations. Mr. Shirley said that the hours of the retail store from are generally from 9:00 am to 6:00 pm. Delivery and pick up times may vary during holidays, peak times, and particularly during inclement weather. The large truck would almost never arrive after midnight, and the smaller delivery trucks would rarely arrive before 5 AM. Mr. Crowe noted that the hours could be adjusted to reflect this, and that proposed PUD language allows for limited variance from hour limitations with documented justification.

Mr. Healey said that Mr. Crowe recommended that the existing office building that is currently on the property should be retained, and the applicant accepts that. He said that it will also act as an additional visual buffer for the warehouse building from Palm Ave. and that they plan to remove the grandfathered parking area and turn it into a green area.

The Chairman reopened the public hearing to allow C.L. Overturf, Overturf Funeral Home, to address the Board. Mr. Overturf said he wanted to be a good neighbor but that the design of this project needs to be considerate to the adjacent funeral home use due to the sensitive nature of this business. Mr. Healey responded that the building will be attractive and explained that the construction is split-face, tilt-up with a smooth finish. In terms of traffic, this is probably one of the lowest trip generators compared to an office building or straight retail.

The Chairman closed the public hearing and Mr. Crowe summarized potential additions to staff recommendations based on what was expressed by the Board, including adding 80% opacity requirement for buffers adjacent to residential uses, changing the trees on the funeral home side of the building from shade to understory, no use of fork lift, and revision of delivery truck start from 5 a.m. with semi-tractor trailer trucks delivering no later than 12 a.m.

Motion made by Mr. Petrucci and seconded by Mr. DeLoach to approve the request as recommended by staff with the following amended conditions; revision of delivery truck start from 5 a.m. with semi-tractor trailer trucks delivering no later than 12 a.m., adding 80% opacity requirement for buffers adjacent to residential uses, changing the trees on the funeral home side of the building from shade to understory an no use of mechanized ware house equipment. All present voted in the affirmative. Motion carried.

Case 15-25 A request for rezoning from M-1 (Light Industrial) to PUD (Planned Unit Development).

Location: 405 – 409 Pine St.

Chairman Sheffield advised the Board members that Staff has requested to table this item to allow the applicant additional time to present their request.

Motion made by Mr. DeLoach and seconded by Ms. Williams to table this request until the next scheduled meeting. All present voted affirmative. Motion carried.

OTHER BUSINESS

Mr. Crowe advised that there has been a Supreme Court ruling that seems to steer jurisdictions to make their sign code more uniform.

Motion to adjourn by Mr. DeLoach and seconded by Mr. Douglas. Meeting adjourned.