



CITY OF PALATKA PLANNING BOARD AGENDA

December 7, 2010

1. Call to Order.
2. Roll Call.
3. Approval of Minutes of November 2, 2010.
4. Read "To Appeal Any Decision" and request disclosure of any "Ex Parte Communication" be made prior to each case.
5. **OLD BUSINESS** – none.
6. **NEW BUSINESS**

Case 10-37 **Address:** 823 Laurel Street
 Parcel #: (42-10-27-6850-1550-0010)
 Owner: Shirley Kennedy
 Agent: Julia K. Diehl Heneger

Request a conditional use for a home occupation for a Wellness Educator in an R-1 zoning district.

1. Public Hearing
2. Regular Meeting

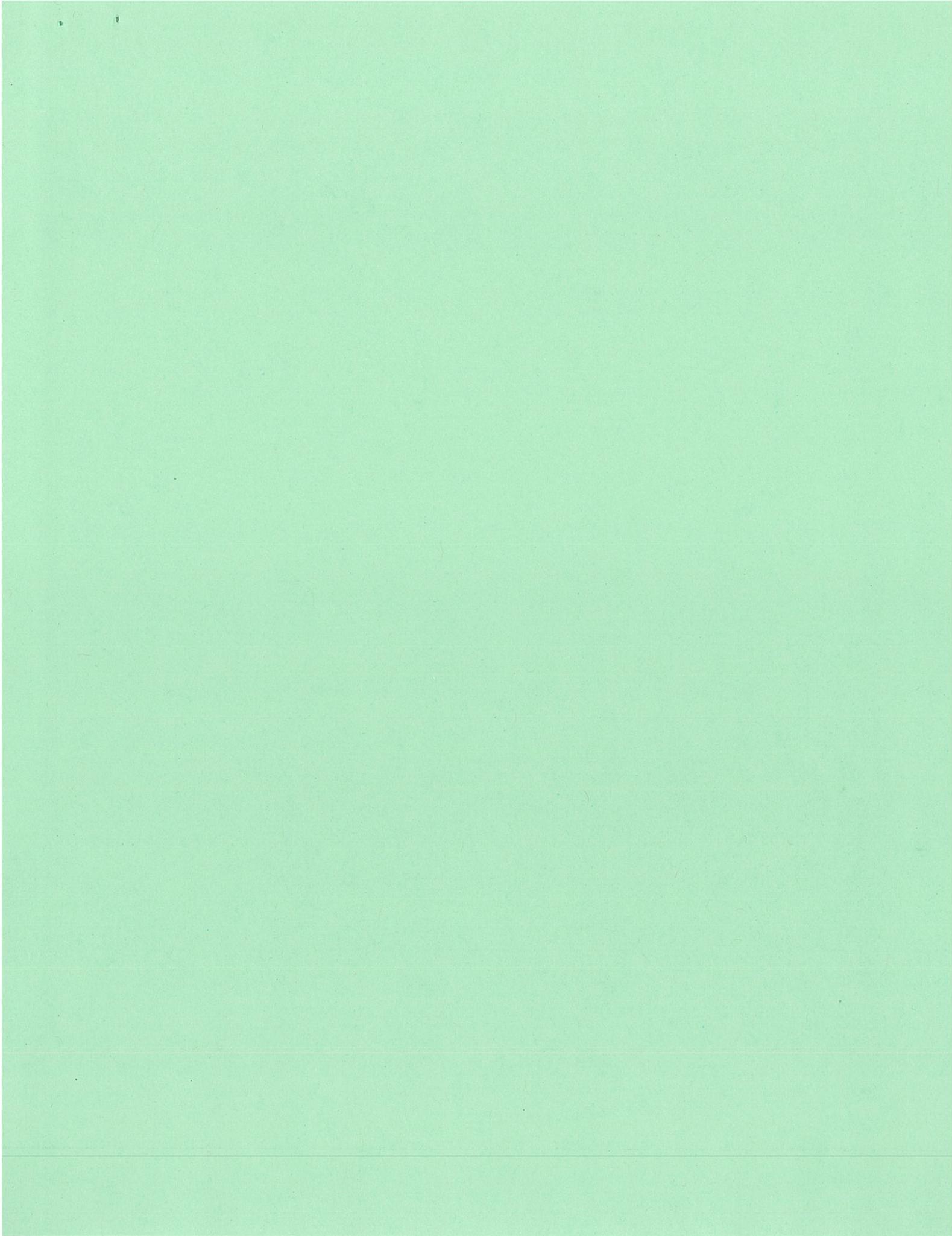
Case 10-38 **Address:** 7309 Crill Avenue
 Parcel #: (09-10-26-0000-0340-0000)
 Owner: Daryll Futch
 Agent: April Annis

Request to annex, amend the Future Land Use Map and Future Land Use Element from County Urban Reserve to City Commercial and rezone from County AG (Agriculture) to City C-1A (Neighborhood Commercial).

1. Public Hearing
2. Regular Meeting

7. **ADJOURNMENT**

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.



Planning Board meeting
Minutes and proceedings
November 2, 2010

Meeting called to order by Chairman Carl Stewart at 4:00 pm. **Members present:** Sue Roskosh, Ken Venables, Anthony Harwell, Ezekiel Johnson, Earl Wallace, Joe Pickens and Joseph Petrucci. **Members absent:** Zachary Landis. **Also present:** Building and Zoning Director, Debbie Banks and Recording Secretary, Pam Sprouse.

Carl Stewart welcomed new Board members Joe Pickens and Joseph Petrucci.

Motion made by Ken Venables and seconded by Ezekiel Johnson to approve the minutes of the August 3, 2010 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 10-33 **Address:** 114 N 19th Street, Suite 2
 Parcel #: (37-10-26-6850-3560-0000)
 Owner: Sisl, Inc.
 Agent: Teng C. Heng

Request for a conditional use for an indoor recreational facility in a C-2 zoning district.

Ms. Banks advised that this applicant withdrew, and read the request for withdrawal letter from Teng Heng into the record.

Case 10-34 **Address:** 2501 Reid St.
 Parcel #: (01-10-26-0670-0140-0040)
 Owner: Roy & Dana Franks
 Agent: John R. Andrews, Jr.

Request for a conditional use for an indoor recreational facility in a C-2 zoning district.

(Public Hearing)

Ms. Banks advised that this case was properly noticed and advertised and that she had not received any comments from the public. She recommended approval of the request with conditions as listed in the staff report.

Mr. Stewart asked the applicant if there was an age limitation for his patrons.

John Andrews, Jr. advised that there was not an age restriction required by the State and that this is a sweepstake type program, much like you would play at McDonalds. He further explained that the customers purchase phone air time that can be used for all sorts of things from checking

Case 10-34 2501 Reid St. - continued.

their e-mail and chatting online to playing games online. He added that he is currently located at 326 St. Johns Avenue and that they would like to relocate to expand their business and also alleviate the parking issues he had downtown. He stated that they are considering purchasing the building at 2501 Reid St.

Ms. Banks stated that if the request is approved the existing signage on St. Johns Ave. should be removed.

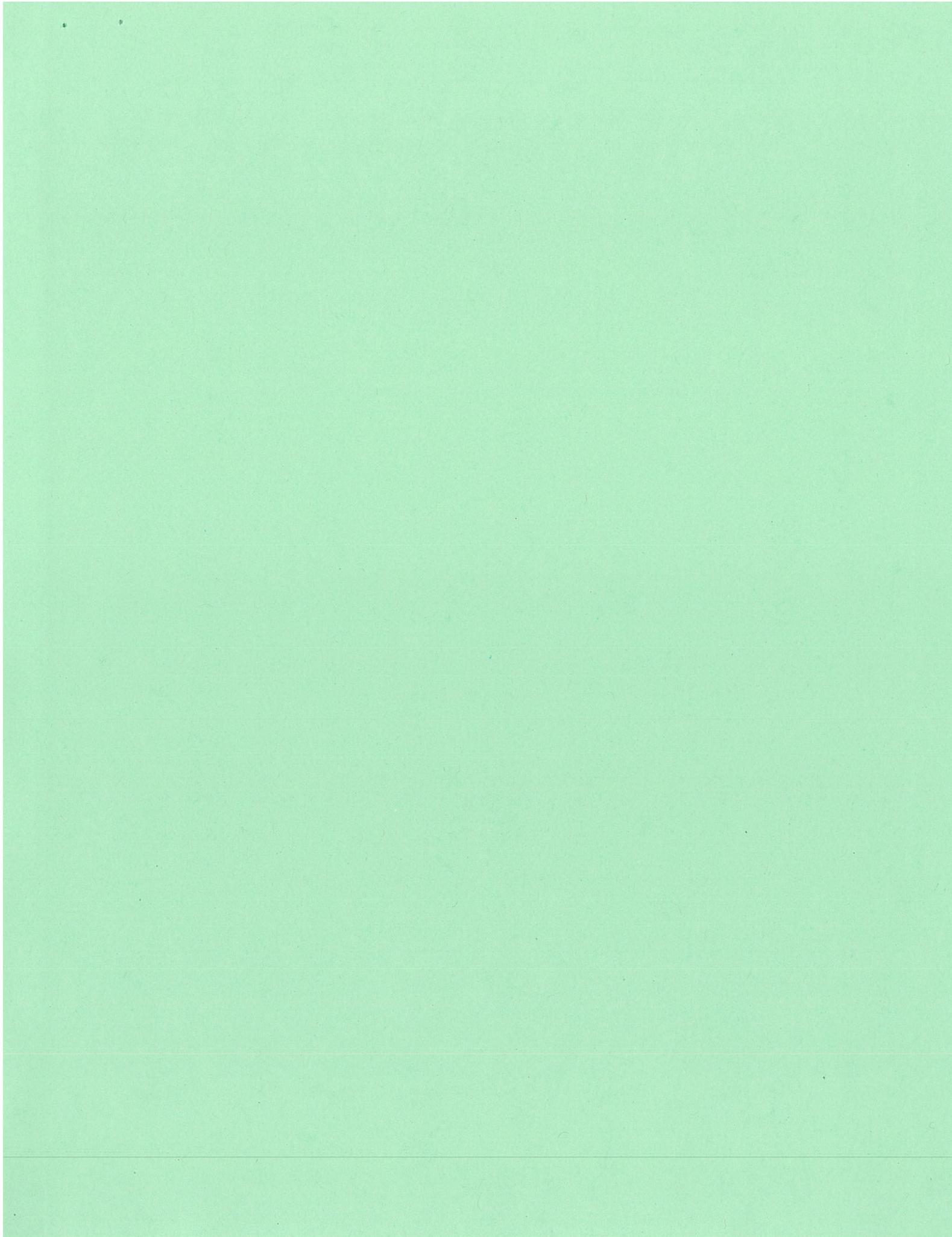
(Regular Meeting)

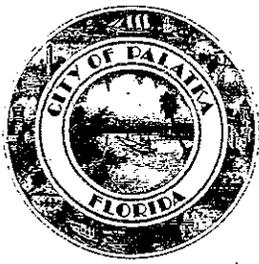
Motion by Ken Venables and seconded by Ezekiel Johnson to approve the request for a conditional use for an indoor recreational facility in a C-2 zoning district. All present voted affirmative. Motion carried.

Other discussion:

Ms. Banks advised that Mr. Braddy resigned due to health issues, and Phil Leary resigned due to his seat on the Commission coming up and also Zachary Landis has given his verbal resignation.

With no further business, meeting adjourned at 4:15.





PLANNING BOARD REPORT – December 7, 2010

CASE: PB 10-37

ADDRESS: 823 Laurel Street

REQUEST: Request for a conditional use for a home occupation (wellness educator) located in an R-1 zoning district

APPLICANT: Julia K. Diehl Henegar

OWNER: Shirley Kennedy

Departmental Review

Departmental Review Requests were forwarded to the Fire, Police, Sanitation, Public Works and Building Departments. All responded with "No Comment." No responses were received as a result of the advertisement or notices sent to surrounding property owners.

Compliance with Conditional Use Requirements

The applicant has applied for conditional use approval for a home occupation. She will purchase the home contingent upon the approval of the use. If it is the decision of the Planning Board to approve this request, it should be contingent upon the owner (Ms. Henegar) actually residing in the home. Ms. Henegar would like to open her business as a wellness educator to help clients with neuromuscular diseases.

Section 94-3 of the Code contains the following definition that should be used by the Planning Board as a guide when considering conditional use requests. According to this section of the Code:

"A conditional use is a use that would not be appropriate generally or without restriction throughout a zoning district, but which, if controlled as to number, area, location, or relation to the neighborhood, would promote the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity or general welfare. Such conditional uses may be permissible in a zoning district if specific provision for such a conditional use is made in this chapter."

In accordance with Section 94-3:

"Findings. Before any conditional use shall be approved, the planning board shall make a written finding that the granting of the conditional use will not adversely affect the public interest and certifying that the specific requirements governing the individual conditional use, if any, have been met by the petitioner."

From Sec. 94-3(4) of the Palatka Municipal Code:

a. Compliance with all applicable elements of the comprehensive plan.

This parcel has a future land use designation of High Density Residential. Surrounding properties have future land use designations of High Density Residential to the south and east with Commercial to the north and west. This is an area identified as inconsistent with the zoning and is targeted for a future land use amendment once the Evaluation and Appraisal Report is completed which will add the "mixed use" category to the comprehensive plan. The zoning pattern of the site and surrounding area is DB (Downtown Business) to the north; R-1 (Single-family Residential) to the south and east; and R-3 (Multi-family Residential) to the west which are zoning designations inconsistent with the land use category of the comprehensive plan.

b. Ingress and egress to property and proposed structures thereon, with particular reference to automotive and pedestrian safety and convenience, traffic flow and control, and access in

case of fire or catastrophe.

Ingress and egress is off of Laurel Street. There are no proposed changes to ingress/egress. There is an existing driveway where clients will park.

c. Off-street parking and loading areas, where required, with particular attention to the items mentioned in subsection [b] of this section and the economic, noise, glare or odor effects of the special exception on adjoining properties and properties generally in the district.

There will be no ill effects to adjoining properties as a result of this home occupation. Off-street parking is available in the driveway. The applicant states that there will be only one vehicle parking at a time.

d. Refuse and service areas, with particular reference to the items mentioned in subsections [b] and [c] of this section.

The applicant will be using the green roll-out container. No screening or buffering is required but containers must be placed behind the building when not at the curb for pick-up on the allocated days.

e. Utilities, with reference to location, availability and compatibility.

Utilities are available to the site and are compatible with the needs of the proposed conditional use.

f. Screening and buffering, with reference to type, dimensions and character.

Table 94-304A does not indicate a requirement for screening and buffering.

g. Signs, if any, and proposed exterior lighting, with reference to glare, traffic safety, economic effects, and compatibility and harmony with properties in the district.

The applicant does not indicate any signage or additional exterior lighting on the application. A sign permit will be required for the installation of any new signage and must be in compliance with the Municipal Code and applicable building codes. Historic Preservation Board approval is required prior to the issuance of any permit.

h. Required yards and other open space.

Requirements for yards/open space must be met only if the applicant proposes to add on to the existing structure which is not indicated in the application.

i. General compatibility with adjacent properties and other property in the district.

This proposed Conditional Use is generally compatible with adjacent properties. The house is located across from a ball field to the north and a commercial use to the west with houses to the south and east. Per the applicant, this will not be a high traffic use.

j. Any special requirements set out in the schedule of district regulations for the particular use involved.

There are no special requirements for this use listed in the City's Municipal Code other than obtaining a Business Tax Receipt for the City and the County.

k. The recommendation and any special requirements of the historic preservation board for uses within the HD zoning district.

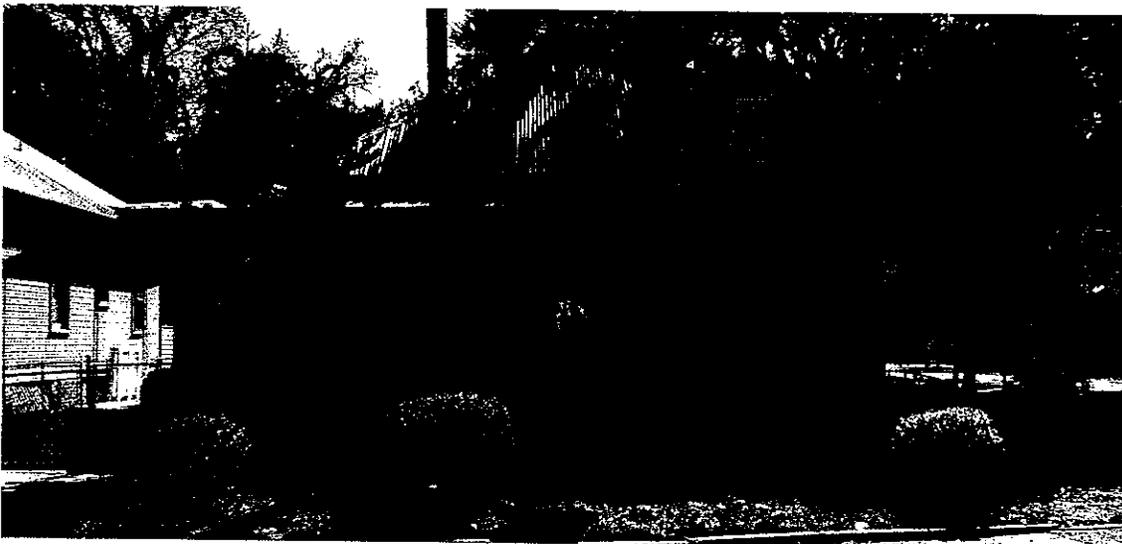
This parcel is located in the North Historic District. Any signage, alterations or additions including painting must be pre-approved by the Historic Preservation Board.

Staff Recommendation

Staff recommends approval of the applicant's request for a home occupation, subject to the conditions as listed in the Code and the following conditions:

1. The applicant must obtain a Business Tax Receipt from the City and the County;
2. That this grant of Conditional Use shall expire twelve (12) months following the discontinuance of the approved use for any reason and may not be recommenced once expired without another grant of Conditional Use.
3. That all conditions shall be met within six (6) months of approval of this Conditional Use.
4. That this Conditional Use approval is contingent upon the applicant using the home as her principal place of residence.

PHOTOGRAPH





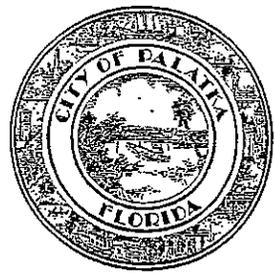
City of Palatka

Building & Zoning

201 N. 2nd 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 December 7, 2010 at 4:00 P.M. at City Hall, 201 N 2nd St. for the purpose of hearing the following matter:

Request for a conditional use for a home occupation (wellness educator) located in an R1 zoning district.

Case: PB 10-37 **Location:** 823 Laurel St.

Owner: Shirley W. Kennedy

Applicant: Julia Diehl Henegar

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

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.

42-10-27-6850-1550-0030
VISNAW LUCY M
819 LAUREL ST
PALATKA FL 32177

PB 10-37

42-10-27-6850-1550-0050
PARKER TIMOTHY E + MELANIE W PB 10-37
528 KIRBY ST
PALATKA FL 32177

PB 10-37

42-10-27-6850-1550-0011
FRANK JEFFREY TODD + SUSAN M
314 S 8TH ST
PALATKA FL 32177

PB 10-37

42-10-27-6850-1550-0040
HEARD MARY E + CATHY DANIELS
810 CARR ST
PALATKA FL 32177

PB 10-37

42-10-27-6850-1550-0020
KELLY JAMES B III
1212 SAN LUIS DRIVE
ORLANDO FL 32835

PB 10-37

42-10-27-6850-1560-0130 & 0140
LOVELACE FAMILY TRUST (THE)
318 SOUTH 9TH ST
PALATKA FL 32177

PB 10-37

42-10-27-6850-1560-0150
YOUNG IRENE
312 S 9TH ST
PALATKA FL 32177

PB 10-37

42-10-27-6850-1560-0160
CLIFTON NANCY V + MARY LOU HEIRS OF
913 LAUREL ST
PALATKA FL 32177

PB 10-37

42-10-27-6850-0650-0070
ROC OF PUTNAM INC
PO BOX 1037
PALATKA FL 32177

PB 10-37

42-10-27-6850-0640-0000
PUTNAM COUNTY
PO BOX 758
PALATKA FL 32177

PB 10-37

Advertising Receipt

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

mkw
ED

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

Cust#: 04100016-000
Ad#: 05508872
Phone: (386)329-0103
Date: 11/05/10

Ad taker: vic Salesperson: mkw Classification: 0360

Description	Start	Stop	Ins.	Cost/Day	Surcharges	Total
01 Palatka Daily News Affidavit	11/23/10	11/23/10	1	71.56		71.56 2.50

Payment Reference:

Total: 74.06
Tax: 0.00
Net: 74.06
Prepaid: 0.00

Notice is hereby given that the CITY OF PALATKA PLANNING BOARD will hold a public hearing on December 7, 2010 at 4:00 P.M. at City Hall, 201 N 2nd St. for the purpose of hearing the following matter:

Request for a conditional use for a home occupation (wellness educator) located in an R1 zoning district.

Total Due 74.06

Case: PB 10-37

Location: 823 Laurel St.

Owner: Shirley W. Kennedy

Applicant: Julia Diehl Henegar

Debbie Banks

From: Joff Fillion
Sent: Monday, November 08, 2010 12:51 PM
To: Debbie Banks
Subject: RE: 823 Laurel St. Home Occupation request

OK. No comment

Joff

From: Debbie Banks
Sent: Monday, November 08, 2010 8:49 AM
To: Joff Fillion
Subject: RE: 823 Laurel St. Home Occupation request

The applicant has a contingency clause in her purchase agreement for this home occupation approval. It will be owner occupied. I called her to confirm.

Thank you!

Deb

From: Joff Fillion
Sent: Monday, November 08, 2010 7:27 AM
To: Debbie Banks
Subject: RE: 823 Laurel St. Home Occupation request

Deb,

The referenced home is for sale by MS. Kennedy. If the applicant is purchasing and it will be **owner occupied** then I have no comment. If not owner occupied, then it can not be rented by MS. Kennedy for a stand alone commercial business in that zoning.

Joff

From: Debbie Banks
Sent: Friday, November 05, 2010 3:21 PM
To: Joff Fillion; Rhett McCamey; Mark Lynady; Woody Boynton; Gary Getchell
Subject: 823 Laurel St. Home Occupation request

Please review and comment. An email with no comment or comments will work – no paper necessary!

Thank you,
Debbie

Debbie Banks
Director of Building & Zoning
386.329.0103 (phone)
386.329.0172 (fax)
dbanks@palatka-fl.gov

Debbie Banks

From: Woody Boynton
Sent: Friday, November 05, 2010 4:12 PM
To: Debbie Banks
Subject: RE: 823 Laurel St. Home Occupation request

Thanks, no problem here.

From: Debbie Banks
Sent: Friday, November 05, 2010 4:11 PM
To: Woody Boynton
Subject: RE: 823 Laurel St. Home Occupation request

Julia has a contract on this house contingent upon the approval of the conditional use to operate her business out of her home. In R-1 zoning a conditional use is required to operate a business (home occupation). She will have only 1 customer at a time with set hours.

From: Woody Boynton
Sent: Friday, November 05, 2010 3:48 PM
To: Debbie Banks
Subject: RE: 823 Laurel St. Home Occupation request

Is someone just moving into a home?

From: Debbie Banks
Sent: Friday, November 05, 2010 3:21 PM
To: Joff Filion; Rhett McCamey; Mark Lynady; Woody Boynton; Gary Getchell
Subject: 823 Laurel St. Home Occupation request

Please review and comment. An email with no comment or comments will work – no paper necessary!

Thank you,
Debbie

Debbie Banks
Director of Building & Zoning
386.329.0103 (phone)
386.329.0172 (fax)
dbanks@palatka-fl.gov

Debbie Banks

From: Gary Getchell
Sent: Tuesday, November 16, 2010 7:42 AM
To: Debbie Banks
Subject: RE: 823 Laurel St. Home Occupation request

Police Department has comment. This matter is strictly a land use item.

From: Debbie Banks

Debbie Banks

From: Mark Lynady
Sent: Tuesday, November 09, 2010 3:02 PM
To: Debbie Banks
Subject: RE: 823 Laurel St. Home Occupation request

I'm fine with the request..

Debbie Banks

From: Rhett McCamey
Sent: Friday, November 05, 2010 3:46 PM
To: Debbie Banks
Subject: RE: 823 Laurel St. Home Occupation request

No comment
Thanks, Rhett

-----Original Message-----

From: Debbie Banks
Sent: Fri 11/5/2010 3:20 PM
To: Joff Fillion; Rhett McCamey; Mark Lynady; Woody Boynton; Gary Getchell
Subject: 823 Laurel St. Home Occupation request

Please review and comment. An email with no comment or comments will work - no paper necessary!

Thank you,

Debbie

Debbie Banks
Director of Building & Zoning
386.329.0103 (phone)
386.329.0172 (fax)

APPLICANT SUBMITTALS

Application for Conditional Use

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

City of Palatka Planning & Zoning
201 N 2nd Street
Palatka, FL 32177

Application Number: PB - <u>10-37</u>
Date Received: <u>11-2-10</u>
Hearing date: <u>Dec. 7, 2010</u>

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

TO BE COMPLETED BY APPLICANT		
Property Address: <u>823 Laurel St. Palatka, FL 32177</u>	Parcel Number: <u>42 10 27 6850 1550 0010</u>	Current Property Use: <u>Residential</u>
Lot size/acreage: <u>Less than 1/4 Acre</u>	Number & types of structures on property: <u>1 - Wood Frame; Off Grade</u>	Required Attachments: <input checked="" type="checkbox"/> Site Plan* <input type="checkbox"/> Letter of Authorization** <input checked="" type="checkbox"/> Legal Description <input type="checkbox"/> Dept. of Children & Family Services Letter (if daycare) <input type="checkbox"/> Copy of Recorded Deed <input checked="" type="checkbox"/> Fees <input type="checkbox"/> Justification Statement*** <input type="checkbox"/> Tree Survey (if applicable)
Current Zoning Designation: <u>R-1</u>	Closest Intersecting Streets: <u>Laurel St; 9th St.</u>	
Type of Request: <u>Home Occupation - Wellness Educator</u>		
Owner Name: <u>Shirley Kennedy</u>		
Owner Address: <u>201 Pardo Way St. Augustine, FL 32086</u>		
Phone Number: <u>904-797-9467 / C: 904-501-1439</u>		
Agent Name: <u>Julia K Diehl Henegar</u>		
Agent Address: <u>3305 12th St. Elkton, FL 32033</u>		
Phone Number: <u>386-325-7257</u>		

*Site Plan to include placement of structures on property, proposed ingress, egress, parking, loading/unloading area, refuse services area, and if applicable, signage, landscaping, screening & buffering and lighting. One copy to be 8 1/2 x 11 and 2 copies 11 x 17 or larger.

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

*** Justification Statement should address the items as listed on the attached page.

RECEIVED
NOV 02 2010
BY: _____

Application Number: PB - 10-37

Hearing date: 12/7/10

10. This application submitted by:

Signature of owner(s): Shirley W. Kennedy

Print owner(s) names(s): Shirley W. Kennedy

Signature of Agent(s): Julia K. Diehl Henegar

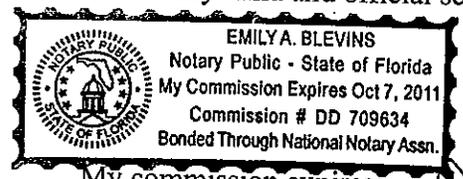
Print Agent(s) names: Julia K. Diehl Henegar

STATE OF Florida

County of Putnam

Before me this day personally appeared Julia K. Diehl Henegar who executed the foregoing application and acknowledged to and before me that Shirley Kennedy executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 2nd day of November A.D. 2010.



Emily A. Blevins
Notary Public

My commission expires: Oct 7, 2011

State of Florida at Large

FOR OFFICIAL USE ONLY				
1. Date Submitted <u>11-2-10</u>	2. Received By: <u>PB</u>	3. Current Zoning: <u>A-1</u>	4. Future Land Use Category: <u>RH</u>	5. Preliminary review by: <u>EB</u>
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"/> Site Plan* <input type="checkbox"/> Letter of Authorization** <input type="checkbox"/> Legal Description <input type="checkbox"/> Dept. of Children & Family Services <input type="checkbox"/> Letter(if daycare) <input type="checkbox"/> Copy of Recorded Deed <input type="checkbox"/> Fees <input type="checkbox"/> Justification Statement <input type="checkbox"/> Tree Survey (if applicable)	
11. Conditions:				
12. Adjacent property zoning/FLU: North _____ / _____ South _____ / _____ East _____ / _____ West _____ / _____				

Sec. 94-3. Conditional uses.

November 2, 2010

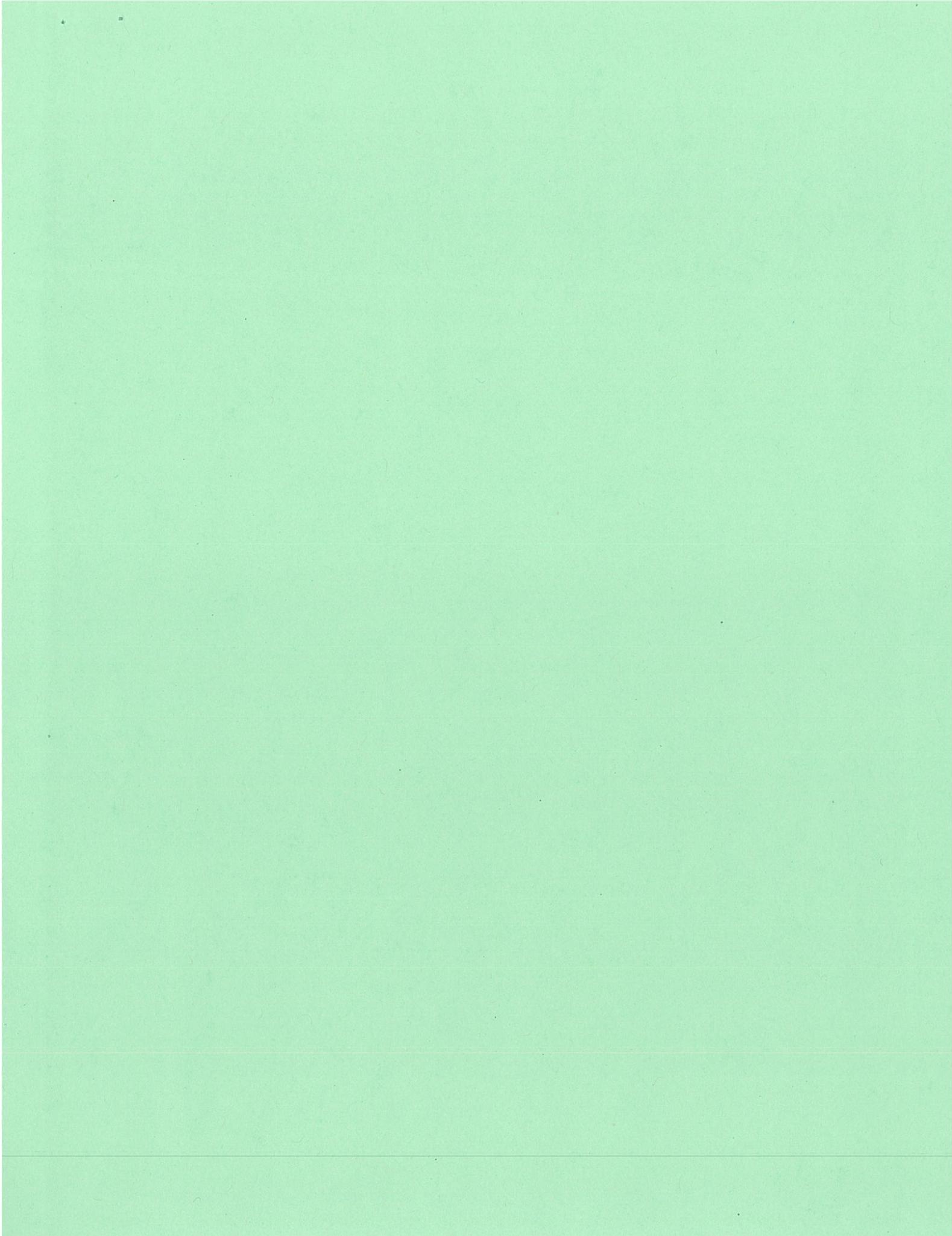
To those concerned,

After reading A-K of Justification Statement,
I feel I am in compliance.

In my request for Home Occupation I
want you to know my business is I am a
Wellness Educator. Clients/People request an
One hour to One and a half hour session with me, for me to help
them with arthritis, fibromyalgia, Parkinson's or any neuro/muscula
disorders. With my License/Certification of 17 years I have
supported many people in their health & Well. Bein.
My office hours are Tuesday - Friday from 11AM to 4P
I may see 4 clients a day with one vehicle
parking @ a time.

Best Regards,

Julia K. Henegar
386-325-7257





PLANNING AND ZONING STAFF REPORT

December 7, 2010

CASE: PB 10-38

LOCATION: 7309 Crill Avenue **Parcel #:** 09-10-26-0000-0340-0000

APPLICANT: Daryll Futch **Agent:** April Annis

REQUEST: To annex, amend the Future Land Use Map and Future Land Use Element from County Urban Reserve to City Commercial and rezone from County AG (Agriculture) to City C-1A (Neighborhood Commercial).

BACKGROUND & ANALYSIS: The applicant has applied to annex this 1.19 acre parcel into the city limits, amend the future land use map and rezone. This property is contiguous to the City limits along the eastern property line and annexation is a requirement to obtain City services. The property's main access is Crill Avenue with a small segment accessible off Round Lake Rd.

Department Review Requests were sent to the Police, Fire, Public Works, Water/Sewer, and Building departments. The Chief Building Official and Water Superintendent responded with "no comments." The Police Chief provided an analysis of the request indicating no need for extra personnel in the police department. The Fire Marshal requested that a fire hydrant be installed. The Public Works Director responded that water and sewer are available off Round Lake Rd. and that a lift station will be required.

Surrounding properties have future land use designations of County Urban Reserve to the north, south and west with City low density residential to the west of the subject property. The zoning pattern of the site and surrounding area is County AG (Agriculture) to the north, south and west, with City R-2 (Two-family residential) and County C-2 (Commercial) to east. The existing land use pattern in the area is mixed commercial and single-family residential.

SURROUNDING LAND USE AND ZONING:

	Future Land Use Designation	Zoning	Current Land Uses
North	Urban Reserve	AG (Putnam Agriculture)	Residence
South	Urban Reserve	AG (Putnam Agriculture)	Residence
East	Low Density Residential (city) and Urban Reserve	R-2 (City Two Family Residential) and County C-2 (Commercial)	Convenience Store Auto repair/misc.
West	Urban Reserve	AG (Putnam Agriculture)	Mobile home park

B. COMPLIANCE WITH CHAPTER 171, FLORIDA STATUTES, ANNEXATIONS

The request is to annex 1.19 acres into the City. The subject property is located on Crill Avenue with a small portion accessible off Round Lake Rd. Directly north, south, and west of the site is County. It is contiguous to the City along the eastern boundary.

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 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.

C. COMPLIANCE WITH THE CITY OF PALATKA COMPREHENSIVE PLAN

The Existing Land Use Designation: The existing Future Land Use designation is County Urban Reserve which states: The Urban Reserve category on the Future Land Use Map consists of areas in close proximity to municipalities or adjacent to designated Urban Service areas. Many of these areas have not been provided with the full range of urban type infrastructure. Future development in this category is expected to be at a lower Density and Intensity of use than the Urban Service designations.

The Proposed Land Use Designation: Commercial

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

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.

STAFF ANALYSIS: The intended use (childcare facility) of this parcel requires City water and sewer service. In the Traffic Circulation Element and Public Facilities Element sections of this staff report we will evaluate each adopted level of service standard for this site.

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.

STAFF ANALYSIS: This segment of State Road 20 (Crill Ave.) has an existing level of service "C" which is an acceptable level of service and is classified as a Principal Arterial.

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 as the basis for determining the availability of facility capacity against the demand generated by development.

1. Central Water System

Commercial/Industrial: 110 gallons per acre per day (GAD)

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: At the time of plan submittal, this project will be evaluated to ensure it will not exceed the level of service standards.

- Potable Water: 110 gallons per acre per day (GAD). The new water plant has a capacity of 6 million gallons per day. Current peak usage is approximately 3,200,000 gallons per day. Capacity exists for this parcel, however, the project will be evaluated upon plan submittal.

- Central Sanitary Sewer System, Commercial/Institutional/Industrial: 110 gallons per acre per day (GAD). Capacity exists for this parcel, however, the project will be evaluated upon plan submittal.

- Solid Waste – 6.4 lbs per person per day. Capacity exists for this parcel. Please note these figures are for residential not commercial. There are no calculations either on the City or County level for solid waste for commercial.

- Drainage: Drainage will be evaluated by St. Johns River Water Management who must provide the City with a letter indicating their approval of any plan submitted.

STAFF RECOMMENDATION: Staff recommends approval to change the Future Land Use designation from County Urban Reserve to City Commercial. It is staff's opinion that the parcel to the east that was annexed in previously should have a Future Land Use designation of commercial. This should be addressed in the future.

D. 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 C-1A (Commercial Neighborhood District) from County AG (Agriculture). The proposed change is in conformance with the comprehensive plan as stated in the above comp plan review and is consistent with both the City and County land use designations for commercial neighborhood districts.

This zoning category is consistent with the requested Commercial Future Land Use designation. The current land use designation is Putnam County Urban Reserve.

- b. The existing land use pattern.

STAFF ANALYSIS: This rezoning request to City C-1A (Commercial Neighborhood District) is consistent with the existing land use pattern in the area which is mixed commercial and residential development. This request changes the zoning jurisdiction from County to City to accompany the annexation and future land use map amendment request. The contiguous parcel to the east has a convenience store with gas pumps which, in staff's opinion, should have been zoned C-1A at the time it was annexed. The land use and zoning are not compatible with the use and should be corrected in the future.

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

STAFF ANALYSIS: This rezoning request will create an isolated district, however, C1-A zoning provides a transitional zoning between residential and commercial zoning districts. Across Round Lake Rd. along a portion of the eastern boundary is C-2 zoning. The other parcel along the larger eastern boundary should be zoned commercial.

- 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.

- 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 provide a transitional zoning for this area. 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 and meet their requirements for access which could include a turning lane off Crill Ave. 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.

- 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.

- 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 neighborhood or City.

- 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: Staff is not sure if the applicant owns other parcels in the city that are large enough for the proposed use. There may be other possibilities within the city but the applicant owns this parcel and would like to provide the commercial service at this location.

- 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 AG (Agriculture) to City C-1A (Neighborhood Commercial). The request complies with the rezoning criteria provided in the Palatka Municipal Code.

Photographs



Chevron Station at the corner of Crill and Round Lake Rd.

Subject parcel

Departmental Review Request

Address: 7309 Crill Ave.

Case #: 10-38

Parcel # 09-10-26-0000-0340-0000

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 checked="" type="checkbox"/> Rezoning	<input type="checkbox"/> Site Plan Review
<input checked="" type="checkbox"/> Annexation	<input checked="" type="checkbox"/> Small Scale Amendment (0.99 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

Meeting Date: 12/07/10	Response Deadline: 11/16/10
------------------------	-----------------------------

Date submitted by applicant: 11/4/10	Date forwarded to Departments for review: 11-8-10
--------------------------------------	---

Submitted to: <input checked="" type="checkbox"/> Water/Sewer/Streets/Sanitation <input checked="" type="checkbox"/> Police <input checked="" type="checkbox"/> Fire <input checked="" type="checkbox"/> Chief Building Official	Date forwarded to Departments for review: 11-8-10 <input checked="" type="checkbox"/> Sewer Plant <input checked="" 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: Childcare facility
-----------------------------------	---

Current Land Use Designation: Cnty UR	Requested Land Use Designation: COM
---------------------------------------	-------------------------------------

Current Zoning Classification: AG	Requested Zoning Classification: C-1A
-----------------------------------	---------------------------------------

Acreage: 1.19	# of Units 1
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Darryl Futch Owner/Applicant Name P.O. Box 712 Owner/Applicant Address Palatka, FL 32178 City/State/Zip (904)-669-0138 Phone Number	April Annis Agent Name 512 N Tree Garden Dr. Agent Address Palatka, FL 32177 City/State/Zip (386) 937-2379 Phone Number
--	--

Planning Dept. Comments: Please review - vacant parcel next to convenience store. Applicant wishes to build a childcare center.
 Thanks,
 Darryl Futch

<input checked="" type="checkbox"/> No Comments <input checked="" type="checkbox"/> Comments Attached	Reviewed by: <i>[Signature]</i> Title: Chief of Police
--	---

PALATKA POLICE DEPARTMENT

LAW ENFORCEMENT IMPACT REVIEW



DARYLL FUTCH PROPERTY

911 ADDRESS: 7309 CRILL AVENUE

PARCEL # 09-10-26-0000-0340-0000

(ANNEXATION, REZONING & DEVELOPMENT)

CONCEPTUAL REVIEW 11/15/10

DARYLL FUTCH PROPERTY
PARCEL # 09-10-26-0000-0340-0000

7309 CRILL AVENUE – INSTITUTIONAL

PURPOSE

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.

IMPACTS TO POLICE DEPARTMENT STAFFING

❖ **Sworn officer (Police)**

- Police Department (PPD) service standard = 469.20¹ calls-for-service (CFS) per year per officer.
- On average, every citizen generates 1.60² 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 owner has proposed annexation, rezoning, and development of property at 7309 Crill Avenue. Currently, this property is vacant and owner plans on developing property as a DAY CARE with 4,000 square feet of floor space.³
- 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 .0028 incidents per square foot for Institutional" land use.
- A review conducted by the Police Department, once this project has been completed and functional, the development/annexation has the

¹ Source: City of Palatka Police Department Staffing Standards; 2003

² Source: City of Palatka Police Department Staffing Average CFS; 2003

³ Source: City of Palatka Planning Department Case # 10-38

potential of generating 11.2 CPS per year, which would result in 0 (rounded) additional police officers, at a first year cost of \$0.

- o **Non-Sworn Personnel (Support)**
- o Currently, the Palatka Police Department utilizes a formula of one (1) support position for every five (5) sworn positions.
- o With an overall increase of 0 police officers, there will be a need for 0 additional support personnel.

POLICE DEPARTMENT SPACE NEEDS REQUIREMENTS

❖ N/A

OTHER IMPACTS/ISSUES

❖ N/A

STRATEGIES FOR REDUCING IMPACTS TO LAW ENFORCEMENT

Although not required by ordinance, the Police Department does recommend the developer utilize a CPTED (*Crime Prevention Through Environmental Design*) approach to minimizing the impact to City of Palatka Police resources. We suggest the use of *Crime Prevention Through Environmental Design* (CPTED - "sep-ted") as one such tool to minimize the potential for crime and impact to City resources.

CPTED approach involves the use and design of space inside and outside of buildings, the positioning of buildings in relation to one another and the street, lighting, entrances and exits, and landscaping.

CPTED is based on two main assumptions...

- ❖ Offenders commit crime when there are not many people around, where they are unlikely to be seen, and where they can easily and quickly get in and out.
- ❖ Crime is related to daily routines and activities in the area, such flow of traffic and pedestrians (or lack of flow) on nights and weekends.
- ❖ Keeping possible offenders out and away from your business will reduce your likelihood of being victimized.

Usually, we use locks on doors, alarms and bars on windows to prevent burglars from entering, thus controlling their *access*. However, there are different ways of keeping people and offenders out.

Natural Access Control refers to the use of doors, fences and gates to control access to your business or property. The intention is not to necessarily physically stop the offender, but rather make your business look like a riskier crime target.

Monitoring cameras can be used to watch over potential offenders. It's also possible to have customers, neighbors, passers-by, and other people watch over your business while they're going about their daily activities.

Natural Surveillance involves designing windows, lighting and landscaping to improve your ability, and everyone else's ability, to observe what is going on inside and around your business. Through clever design you can not only make your business a less attractive target, you can increase the likelihood of detecting a criminal at work.

Design Recommendations

The objective is to maximize the number of "eyes" watching over the business. So create a visual connection between the street, the sidewalk, and the business. It is always good to have people around -- so make sure your business is not isolated and that the entry is not at the back on the building.

Territorial reinforcement uses design and use of sidewalks, landscaping, and porches to create a border between private and public property. These are not meant to prevent anyone from physically entering, but to create a feeling of territoriality and send a message to offenders that the property belongs to someone and they should stay out.

Use landscaping as a natural barrier between private and public areas. Use low fences to mark your property. Use different color bricks or different materials for driveways, so as to separate them visually from the street. Landscaping and bushes can be also used to mark territory, but you have to make sure that they do not obstruct the view, or provide hiding spots for offenders.

Additional information pertaining to CPTED concepts may be obtained through:

- http://policechiefmagazine.org/magazine/index.cfm?fuseaction=display_arch&article_id=1987&issue_id=12010
- http://www.cptedsecurity.com/cpted_design_guidelines.htm

DATA TABLES

Table 1 PPD Statistics	
PPD CFS per officer per year	469.2
Average CFS per citizen per year	N/A
CFS per year generated by 1,000 new residents	N/A
Proposed sq footage	4,000
Property Category (Based on City of Palatka Impact Fee Study 2007)	General Commercial
L.E. Incidents per unit of development factor per sq ft	.00028
City of Palatka average household size	N/A
Projected population increase due to development/annexation	N/A
Additional CFS generated by development/annexation per year	11.2
Additional police officers required	0 (rounded)
Additional civilian positions required	0

Table 1 PPD Staffing		
	Current	Proposed
Sworn Police Officers	37	Same
Non-Sworn Civilian Personnel	8	Same
Total	47	Same

DISTRIBUTION: File

Debbie Banks

From: Mark Lynady
Sent: Monday, November 08, 2010 1:30 PM
To: Debbie Banks
Subject: RE: 7309 Crill Ave Annex/FLUM/Rezone request

Look forward to the new business. If they are requesting water and sewer, we need to make sure a hydrant is in the plans.

From: Debbie Banks
Sent: Monday, November 08, 2010 11:33 AM
To: Ed Chandler; Gary Getchell; Joff Fillion; Mark Lynady; Mike Lambert; Platt Drew; Melvin Register; Rhett McCamey; Woody Boynton
Subject: 7309 Crill Ave Annex/FLUM/Rezone request

The owner of 7309 Crill Ave. is requesting to annex into the City for water and sewer service and plan on constructing a childcare facility if approved. The property will be zoned Neighborhood Commercial with a commercial Future Land Use. Please review and comment or simply respond with "No comment" by Nov. 16, 2010.

Thank you,
Debbie

Debbie Banks
Director of Building & Zoning
386.329.0103 (phone)
386.329.0172 (fax)
dbanks@palatka-fl.gov

Debbie Banks

From: Joff Fillion
Sent: Monday, November 08, 2010 12:50 PM
To: Debbie Banks
Subject: RE: 7309 Crill Ave Annex/FLUM/Rezone request

No Comment.

Joff

From: Debbie Banks
Sent: Monday, November 08, 2010 11:33 AM
To: Ed Chandler; Gary Getchell; Joff Fillion; Mark Lynady; Mike Lambert; Platt Drew; Melvin Register; Rhett McCamey; Woody Boynton
Subject: 7309 Crill Ave Annex/FLUM/Rezone request

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Thank you,
Debbie

Debbie Banks
Director of Building & Zoning
386.329.0103 (phone)
386.329.0172 (fax)
dbanks@palatka-fl.gov

Departmental Review Request

Address: 7309 Crill Ave.
Parcel # 09-10-26-0000-0340-0000

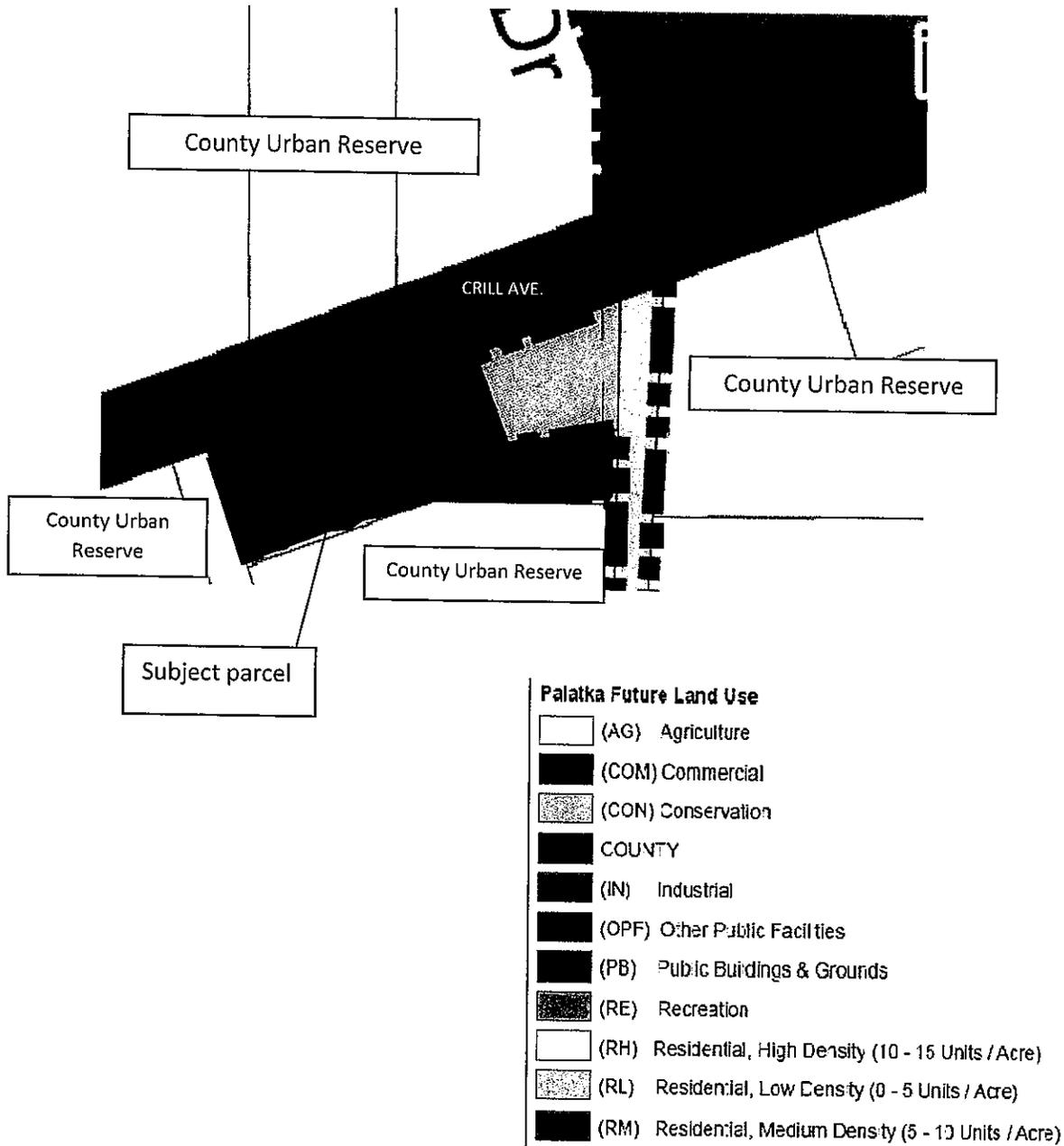
Case #: 10-38

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 checked="" 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
Meeting Date: 12/0⁷8/10	Response Deadline: 11/16/10
Date submitted by applicant: 11/4/10	Date forwarded to Departments for review: 11-8-10
Submitted to: <input checked="" type="checkbox"/> Water/Sewer/Streets/Sanitation <input checked="" type="checkbox"/> Police <input checked="" type="checkbox"/> Fire <input checked="" type="checkbox"/> Chief Building Official <div style="float: right; margin-left: 20px;"> Woody Rhett Ed </div>	<input checked="" type="checkbox"/> Sewer Plant <input checked="" 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: Childcare facility
Current Land Use Designation: Cnty UR	Requested Land Use Designation: COM
Current Zoning Classification: AG	Requested Zoning Classification: C-1A
Acreage: 1.19	# of Units 1
Owner/Applicant Name Daryll Futch P.O. Box 712 Owner/Applicant Address Palatka, FL 32178 City/State/Zip (904)-669-0138 Phone Number	Agent Name April Annis Agent Address 512 N Tree Garden Dr. Palatka, FL 32177 City/State/Zip (386) 937-2379 Phone Number
Planning Dept. Comments: <i>Please review - vacant parcel next to convenience store. Applicant wishes to build a childcare center.</i> <div style="text-align: right;"><i>Thanks,</i> <i>D. Webb</i></div>	
<input checked="" type="checkbox"/> No Comments <input type="checkbox"/> Comments Attached	Reviewed by: <i>Melvin L. Deane</i> Title: <i>WTP Superintendent</i>

PROPOSED FUTURE LAND USE MAP

Case: PB 10-38



REQUEST: To Amend the Future Land Use Map from County Urban Reserve to City Commercial

Location: 7309 Crill Ave. (09-10-26-0000-0340-0000)

Owner: Daryll Futch **Applicant:** April Annis

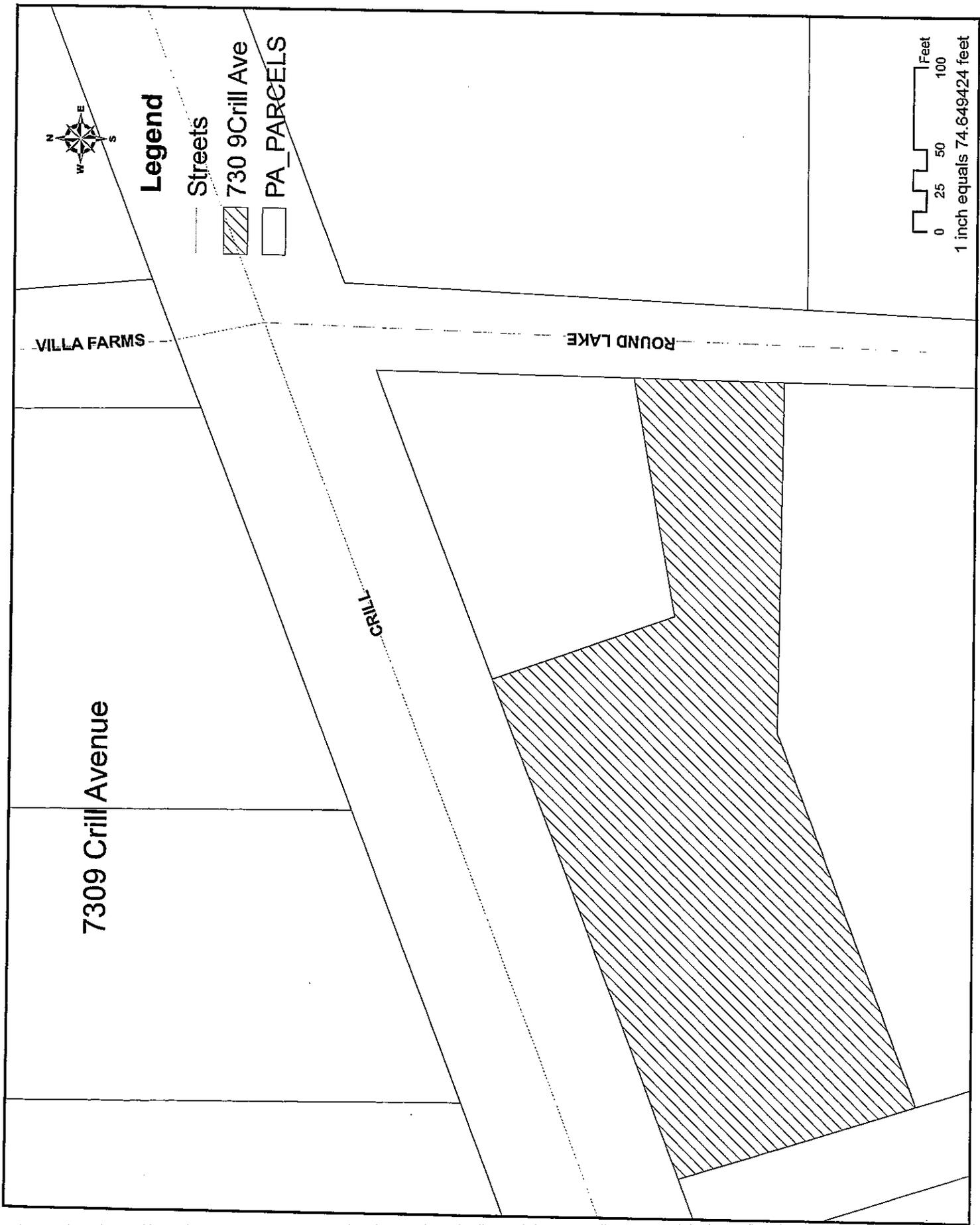


Legend

— Streets

 730 9Crill Ave

 PA_PARCELS



7309 Crill Avenue

VILLA FARMS

ROUND LAKE

CRILL

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#: 05509280
 Phone: (386)329-0108
 Date: 11/23/10

Ad taker: vic Salesperson: mkw Classification: 0360

Description	Start	Stop	Ins.	Cost/Day	Surcharges	Total
01 Palatka Daily News Affidavit	11/24/10	11/24/10	1	78.06		78.06 2.50

Payment Reference:

Total: 80.56
 Tax: 0.00
 Net: 80.56
 Prepaid: 0.00

Notice is hereby given that the CITY OF PALATKA PLANNING BOARD will hold a public hearing on December 7, 2010 at 4:00 P.M. at City Hall, 201 N 2nd St. for the purpose of hearing the following matter:

Request to Annex into the Palatka city limits, Amend the Future Land Use Map from County Urban Reserve to City Commercial and Rezone from County AG (Agriculture) to City C1-A (Neighborhood Commercial). Case: PB 10-38

Location: 7309 Crill Avenue (09-10-26-0000-0340-0000)

Owner: Daryll Futch

Applicant: April Annis

Total Due 80.56



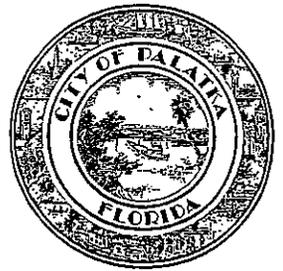
City of Palatka

Building & Zoning

201 N. 2nd 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 December 7, 2010 at 4:00 P.M. at City Hall, 201 N 2nd St. for the purpose of hearing the following matter:

Request to Annex into the Palatka city limits, Amend the Future Land Use Map from County Urban Reserve to City Commercial and Rezone from County AG (Agriculture) to City C1-A (Neighborhood Commercial). **Case: PB 10-38**

Location: 7309 Crill Avenue (09-10-26-0000-0340-0000)

Owner: Daryll Futch

Applicant: April Annis

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

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.

09-10-26-0000-0340-0110
TRISTAR INVESCO INC
740 NICKLAUS DR
MELBOURNE FL 32940

PB 10-38

09-10-26-0000-0340-0040
WICKS THOMAS A + DORIS A H/W
105 ROUND LAKE RD
PALATKA FL 32177

PB 10-38

09-10-26-0000-0270-0000
CLAY ELECTRIC COOPERATIVE INC
PO BOX 308
KEYSTONE HEIGHTS FL 32656

PB 10-38

09-10-26-0000-0280-0000
HERRINGTON WILLIAM J JR + SHERRY
7324 CRILL AVE
PALATKA FL 32177

PB 10-38

09-10-26-0000-0760-0020
HAYES DANA L+JON L REVELS REV TRUST
8950 COWPEN BRANCH RD
HASTINGS FL

PB 10-38

09-10-26-0000-0340-0100
GIBSON LLOYD T + LISA H/W
7321 CRILL AVE
PALATKA FL 32177

PB 10-38

09-10-26-0000-0290-0010 & 0000
HERRINGTON WM J JR + SHERRY W
7324 CRILL AVE
PALATKA FL 32177

PB 10-38

09-10-26-0000-0760-0000
TILLIS JO LEE+GARY JR+JO F REVELS
PO BOX 266
PALATKA FL 32177

PB 10-38

09-10-26-0000-0800-0010
WOODARD JO + JO LEE FRENCH
106 ROUND LAKE RD
PALATKA FL 32177

PB 10-38

09-10-26-0000-0330-0000
CAPLINGER HAROLD D + MARISSA L H/W
7331 CRILL AVE
PALATKA FL 32177

PB 10-38

09-10-26-0000-0290-0000
HERRINGTON W J + EDITH T LIFE EST
7320 CRILL AVE

09-10-26-0000-0800-0000
MILLS MICHAEL M
3311 CRILL AVE
PALATKA FL 32177

PB 10-38

quêtes faciles à peeler

Repliez à la hauteur afin de

Feed Paper

Bend along line to
expose Pop-Up Edges™

asy Peel® Labels
se Avery® Template 5160®

AVERY® 8460™



**APPLICANT
SUBMITTALS**

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 2nd Street
Palatka, FL 32177

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

Application Number: PB - 10-38

Date Received: 11-4-10

Hearing date: 12/7/10

TO BE COMPLETED BY APPLICANT

1. Property Address: 7309 Crill Ave		2. Parcel Number: 09-10-26 0000-0340-0000	3. Current Property Use:
4. Current Land Use Designation: Vacant	5. Requested Land Use Designation: childcare center		6. Required Attachments: <input type="checkbox"/> Legal Description <input checked="" type="checkbox"/> Letter of Authorization* <input checked="" type="checkbox"/> Copy of Recorded Deed <input checked="" type="checkbox"/> Fees <input checked="" 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
7. Current Zoning Designation: Agriculture	8. Requested Zoning Designation: C-1A		
9. Acreage to be considered for request: 1.19	10. Number, types & square footage of structures on property: 1 childcare center 4,000 sf		

Reason for annexation request: I want to Annex this piece of property into the city in order to use city sewer & water

Owner Name Daryll Futch	Agent Name April Annis
Owner Address P.O. Box 712 Palatka, FL 32178	Agent Address 512 N. Tree Garden Dr. St. Augustine, FL 32086
Phone Number (904) 669-0138	Phone Number (386) 931-2379

- * 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 for Small-Scale Land Use Amendment to the Future Land Use Map

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 2nd Street
Palatka, FL 32177

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

Application Number: PB - _____

Date Received: _____

Hearing date: _____

TO BE COMPLETED BY APPLICANT

1. Property Address: 7309 Crill Ave.	2. Parcel Number: _____	3. Current Property Use: _____
4. Current Land Use Designation: _____	5. Requested Land Use Designation: childcare center	6. Required Attachments: <input checked="" 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"/> Project Narrative** <input type="checkbox"/> Supplementary Information*** <input type="checkbox"/> Site Map for display ad**** <input type="checkbox"/> Site Plan*****
7. Current Zoning Designation: Agriculture	8. Requested Zoning Designation: _____	
9. Lot size/acreage: _____	10. Number, types & square footage of structures on property: 1 childcare center 4,000 sf	
11. Proposed Number, types & square footage of structures on property: Attach plan _____	_____	
8. Owner Name: Daryll Fatch Owner Address: _____ Palatka, FL 32177 Phone Number: (904) 669-0138		
9. Agent Name: April Annis Agent Address: 512 N. Tree Garden Dr. St. Augustine, FL 32086 Phone Number: (386) 937-2379		

* 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: **RECEIVED**
 NOV 12 2010
 BY: _____

10. This application submitted by:

Signature of owner(s): [Signature]

Print owner(s) names(s): Daryll Futch

Signature of Agent(s): [Signature]

Print Agent(s) names: April Annis

STATE OF Florida

County of Putnam

Before me this day personally appeared April Annis who executed the foregoing application and acknowledged to and before me that _____ executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 9th day of November A.D. 2010



DONNA L. TAYLOR
 Notary Public, State of Florida
 My Comm. Expires Feb. 5, 2011
 Comm. No. DD 636254

Donna L. Taylor
 Notary Public

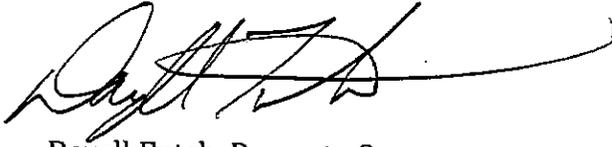
My commission expires: 02/11

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:				

To whom it may concern,

I (Daryll Futch) designate April Annis to be an agent for the 7309 Crill Ave. future land use and annexation process.



Daryll Futch, Property Owner



April Annis, Agent

RECEIVED
NOV 12 2010
BY: _____



DONNA L. TAYLOR
Notary Public, State of Florida
My Comm. Expires Feb. 5, 2011
Comm. No. 00 836254

Donna L. Taylor
11/09/10