CITY OF PALATKA
PLANNING BOARD AGENDA

April 3, 2012

1. Call to Order.
2. Roll Call.
3. Approval of Minutes of the March 6, 2012 meeting.
4. Appeal procedures and ex parte communication.
5. **OLD BUSINESS**

Case 11-43 Request to amend the Future Land Use Map from RL (Residential Low-density) to PB (Public Buildings and Grounds) and to allow for a Planned Unit Development as an overlay district in the PB category and to rezone from R-1A (Single-family Residential) to PBG-1(Public Buildings and grounds) – tabled from the March 6, 2012 meeting.

Location: 1001 Husson Avenue
Owner: Putnam County District School Board
Applicant: James L Padgett, Esq.

6. **NEW BUSINESS**

Case 12-16 Request for a Conditional Use for a temporary outdoor sales event, in a C-2 (Intensive Commercial) zoning district.

Location: 111 Town & Country Drive
Owner: Revenue Properties Town & Country
Applicant: Missy Wise, Town and Country Select

Case 12-17 Request to amend the Future Land Use Map from COM (Commercial) to PB (Public Buildings and Grounds) and rezone from C-2 (Intensive Commercial) to PBG-1 (Public Buildings and Grounds).

Location: 410 S. State Road 19 (Putnam County Emergency Operations Center)
Owner: Board of County Commissioners Putnam County
Applicant: Mike Brown, Putnam County Emergency Services

Case 12-18 Request for a Conditional Use for two wall murals in a DB (Downtown Business) zoning district.

Location: 706 St. Johns Avenue
Owner(s): Michael & Laura Shoenberger
Location: 900 St. Johns Avenue
Owner(s): Alexander M. Sharp & Jeannie L. Ely
Applicant: John Alexander, Coulee Mural Committee.

Case 12-19 A request for a Conditional Use for an indoor recreation facility in a C-1 (General Commercial) zoning district.

Location: 702 N. 19th Street
Owner: Makhlou Wasim
Applicant: George E. Moore

Case 12-20 Request to annex properties located at 3205 & 3209 Crill Avenue and 1108 S Palm Ave. into the Palatka city limits, amend the Future Land Use Map for the Crill Avenue parcels from County CR (Commercial) and UR (Urban Reserve) to COM (Commercial) and rezone from County C-2 (Commercial, Light) to C-2 (Intensive Commercial); and amend the Future Land Use Map for 1108 S. Palm Avenue from County CR (Commercial) to COM (Commercial) and rezone from County R-1A (Residential, Single-family) to C-1A (Neighborhood Commercial).

Location: 3205 & 3209 Crill Avenue and 1108 S. Palm Avenue
Owner: J. Dale Hewett Life Estate + Donald E. Holmes Jr. + Richard S Richter
Applicant: Guy Parola, Causseux, Hewett & Walpole, Inc.

7. OTHER BUSINESS

8. 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.

PALATKA PLANNING BOARD MINUTES
March 6, 2012

Meeting called to order by Chairman Carl Stewart at 4:00 pm. **Other members present:** Anthony Harwell, Daniel Sheffield, Joe Pickens, George DeLoach and Joseph Petrucci (who arrived approximately 4:15 pm). **Members absent:** Earl Wallace, Kenneth Venables, and Sharon Buck. **Also present**: Planning Director Thad Crowe, Recording Secretary Pam Sprouse and City Attorney Don Holmes.

Motion made by Mr. DeLoach and seconded by Mr. Sheffield to approve the minutes as submitted for the February 7, 2012 meeting. All present voted affirmative, motion carried.

Chairman Stewart read the appeal procedures and requested that disclosure of any ex parte communication be made prior to each case.

NEW BUSINESS

Case 11-43 Request to amend the Future Land Use Map from RL (Residential Low-density) to PB (Public Buildings and Grounds) and to allow for a Planned Unit Development as an overlay district in the PB category and to rezone from R-1A (Single-family Residential) to PBG-1(Public Buildings and grounds).
Location: 1001 Husson Ave.
Owner: Putnam County District School Board

Mr. Stuart advised that it was requested that this item be tabled.

Motion made by Mr. Pickens and Seconded by Mr. Sheffield to approve the amendment as submitted by staff. All present voted affirmative, motion carried.

Case 12-09 Request for a Conditional Use for Bed and Breakfast use in an R-1 (Single-family Residential) zoning district.
Location: 116 Kirkland Street
Owner: Linda Crider

Mr. Crowe advised that this use is defined as residential lodging and is distinguished from a motel or hotel. The definition does say that the stay will have definite time period for stay, but does not define that time period, however the definition of hotel defines transient occupancy as less than a week. He added that the use is allowed in the Historic and R-1A zoning district by Conditional Use consideration. He stated that the request meets the Conditional Use criteria and that the Comprehensive Plan encourages adapted reuse in regards to Historic Preservation. He recommended approval with the following conditions:

1. Uses on the property shall be limited to a single-family residence and Bed and Breakfast accommodations for guests with stays not to exceed one week.
2. Property owner must live on site and oversee and manage the business.
3. Parking shall occur behind the main house, accessed by the driveway north of the house.
4. The refuse area shall be screened on three sides with a six-foot tall privacy or stockade fence.

5. Two signs shall be allowed: a wall sign on the front porch near the mailbox, not to exceed six square feet, and a ground sign in the front yard not to exceed 15 square feet. The signs will not be internally lit but may have external lighting that does not cause any glare to occur toward the street or neighboring properties. Such signs must be approved by the Historic Preservation Board. If the Historic Preservation Board approves smaller and/or more specific signage standards, these latter standards shall be applicable.
6. Conditional Use approval is contingent on Historic Preservation Board approval of the use.
7. All other applicable standards of the Municipal Code must be met.

Ms. Crider, the applicant, expressed two specific issues that she had hoped the Board would consider. One was that she requested that the Board consider some leniency on the one week stay limitation, requesting a 90 day allowance. She explained that she has spoken to several other Bed and Breakfast owners in proximity to here and has learned that there are times of the year when things are lean, with regards to travelers. During this slow period she would like the option to accommodate those that may come for a bit of an extended stay, such as contract workers and seasonal vacationers. She also asked for an extension on the 6 month commencement requirement, she mentioned that she still has to go before the Historic Preservation Board for review and believes that she may need extra time to get it in operation. She shared a proposed sketch for signage.

Mr. Stuart asked Ms. Crider if in her research she had found that other B&B's have extended stay.

Ms. Crider replied yes, that one in particular, in Crescent City has a regular extended stay guest that comes every year.

Mr. Sheffield asked if she planned to have employees on a regular basis when she was fully operational, and asked about the off-street parking.

Ms. Crider stated that she doubted it, that she planned to do pretty much all of the work herself and that her daughter has agreed to help out relieving her for vacations and such, but that if it gets to an overwhelming point with cleaning, she may consider hiring a cleaning service. She advised that she has off-street parking in the rear.

Lennard Freeman, 422 River Street, a neighbor immediately contiguous to Ms. Crider, spoke of historic precedence that has been set for this type of use in the district, including his home which is also known as the Babe Ruth house. He stated that he and his wife are in support of the request, as well as the extension requests, adding that in his business travels he has seen many Bed and Breakfast type places where an extended stay is allowed, and believes it makes sense.

Jill Jester, 3264 Deerfield Point, Jacksonville, a previous Planning Board member and Bed and Breakfast owner in the South Historic District, spoke in support of the request. She advised that she previously remodeled 418 Emmett Street and turned it into a licensed Bed and Breakfast, spoke of the benefits of extended stay, as she often catered to Georgia Pacific contract workers.

Mr. Pickens asked staff if there have been those similar businesses in the past that have been granted approval to vary from the one week stay time limit.

Discussion ensued regarding the conformity of existing detached garage/guest house. Mr. Freeman stated that the garage was rebuilt on an existing structure. Mr. Crowe stated that he was advised by the Chief Building

Official that the costs did not exceed 50% of the value of the structure.

Motion was made by Mr. Pickens and seconded by Mr. Petrucci to approve the request with staff recommendations, granting the requests for extended stay to a 90 day limit and the use commencement date to be extended to December 31, 2012. All present voted affirmative, motion carried.

Case 12-10 Request for a Conditional Use for outdoor activities incidental to principal office use in a C-1(General Commercial) zoning district.
Location: 518 Main Street
Owner: Palatka Housing Authority/City of Palatka

Mr. Crowe shared a site plan and advised that there would be 7 additional parking spaces required and that as this is a newer building there is some landscaping there, but has recommended some strategic plantings along the residential boundary. He recommended approval with the following conditions:

1. Outside activities shall be limited to natural gas fuel dispensing and limited outside storage, with the location of such activities denoted on the approved site plan.
2. Fueling stations shall be limited to one metering dispenser, located as shown on the approved site plan.
3. Outside storage area shall be located within the three parking spaces located immediately east of the CNG compressor area, as noted on the approved site plan.
4. Fueling stations and outside storage areas shall be buffered either with an opaque fence that is compatible with the exterior fence, or with a hedge located facing N. 5th St.
5. At least three shade trees, or six understory trees, or equivalent combination of both tree types shall be planted along Madison Street between the sidewalk and fence to provide for buffering for the adjacent residences across this street.
6. All other applicable standards of the Municipal Code must be met.

Mr. Petrucci asked if there were potential hazards to the surrounding neighborhood with the compressed gas.

Mr. Crowe said that he did some research and it is most hazardous when stored in a confined space, but is considered safer than regular gasoline.

Don Kitner, General Manager of the Palatka Gas Authority, stated that natural gas is a lot safer that gasoline and is lighter than air, so if there were a small leak, it just dissipates in the air. It is a completely sealed fueling system that connects directly to the vehicle it is refueling. It will be used for only fueling their vehicles and possibly City vehicles, not the general public. It is a less expensive fuel to use, as well as, less harmful to the environment. He added that there will be one compressor, one 150 pressurized gallon storage sphere, which takes up the space of approximately 4 parking spaces and one dispenser that will hold the pressurized natural gas.

Mr. Harwell asked what about this system would be tamper resistant.

Mr. Kitner advised that this is designed with high pressure, and will have all above ground steel piping with a 6 foot privacy fence. These are becoming more prevalent around the country.

Discussion continued regarding the design layout and operation of the system.

David Behnke, 919 S. 15th Street, spoke in support of the request and believes this a wonderful opportunity for the City to start using alternative fuel, as well as new business opportunities for the community given the amount of trucks on the road around here.

Motion was made by Mr. Sheffield and seconded by Mr. Harwell to approve the request as submitted subject to staff recommendations. All present voted affirmative, motion carried.

Case 12-12 Request for a Conditional Use for expansion of an existing nursing home in an R-3(multi-family Residential) zoning district.
Location: 2901 Kennedy Street
Owner: Progressive Housing of Putnam County, Inc.

Mr. Crowe advised that the nursing home is allowed by a conditional use approval in this zoning district. He stated that this use does not conflict with the Comprehensive Plan, and meets all criteria. He recommended approval with the following conditions:

1. The nursing home use associated with this Conditional Use shall be limited to personal care or nursing for up to 14 persons.
2. The refuse cart must be screened on three sides per the requirements of the Zoning Code.
3. All other applicable standards of the Municipal Code must be met.

Mr. Jim Whittaker, with Progressive Housing, a subsidiary of the Ark, advised that this is actually an assisted living facility, and not medical in nature. He added that currently they are closing a small home on Lundy Rd. which serves four people as the State keeps cutting their rate making it no longer possible to operate small homes. He advised that they would not be changing the footprint at all, that this home did once accommodate 14 residents.

Mr. Sheffield asked if the residents ambulatory and if they spend their days in the Ark's employment program.

Mr. Whittaker advised that the residents are ambulatory however, the house is completely accessible and that the vast majority of the residents attend their day training program.

Motion was made by Mr. Pickens and seconded by Mr. DeLoach to approve the request with staff recommendations. All present voted affirmative, motion carried.

Mr. Crowe presented the next two cases (12-13 and 12-14) together explaining that the two locations are in a single family Land Use category, and that these requests actually true-up the inappropriate land Use designation that is currently assigned to them. He stated that the current zoning is appropriate with similar zoning in the area. The application for the parcel on the west side of Zeagler Dr. immediately south of 320 Zeagler Dr. is planning to develop a Kidney Dialysis center at this location, which would be in keeping with all the other medical and commercial facilities along that section of Zeagler Dr. He recommended approval of both requests.

Case 12-13 Administrative request to amend the Future Land Use Map from RL (Residential Low-density) to COM (Commercial) in a C-1A zoning district.
Location: West side of Zeagler Dr. immediately south of 320 Zeagler Dr.
Owner: COP Palatka, LLC

Rudd Jones, 283 East End Road, representative for the applicant was present.

Motion made by Mr. DeLoach and seconded by Mr. Sheffield to approve staff recommendation. All present voted affirmative, motion carried.

Case 12-14 Administrative request to amend the Future Land Use Map from RL (Residential Low-density) to COM (Commercial) in a C-1A zoning district.
Location: 320 Zeagler Dr.
Owner: Sin Les Inc.

Motion made by Mr. Pickens and seconded by Mr. Petrucci to approve the request as submitted All present voted affirmative, motion carried.,

5. OTHER BUSINESS
Election of Chairman & Vice-Chairman.

Motion made by Mr. Sheffield and seconded by Mr. Harwell to remain the existing chair. All present voted affirmative, motion carried.

Motion made Mr. Sheffield and seconded by Mr. Pickens elect to Earl Wallace a Vice Chair. All present voted affirmative, motion carried.

Meeting adjourned at 5:43 pm.

Case 11-43 1001 Husson Ave.
Request to Amend Comprehensive Plan Map from RL to PB, and Rezone to from R-1A to PUD
Applicant: James Padgett on behalf of Putnam County School District

STAFF REPORT

DATE: March 27, 2012

TO: Planning Board members

FROM: Thad Crowe, AICP, Planning Director

APPLICATION REQUEST

To amend Comprehensive Plan Future Land Use Map (FLUM) from RL (Residential Low Density) to PB (Public Buildings and Grounds and rezone from R-1A (Residential, Single Family) to PUD (Planned Unit Development). Required public notice included legal advertisement, property posting, and letters to nearby property owners (within 150 feet).

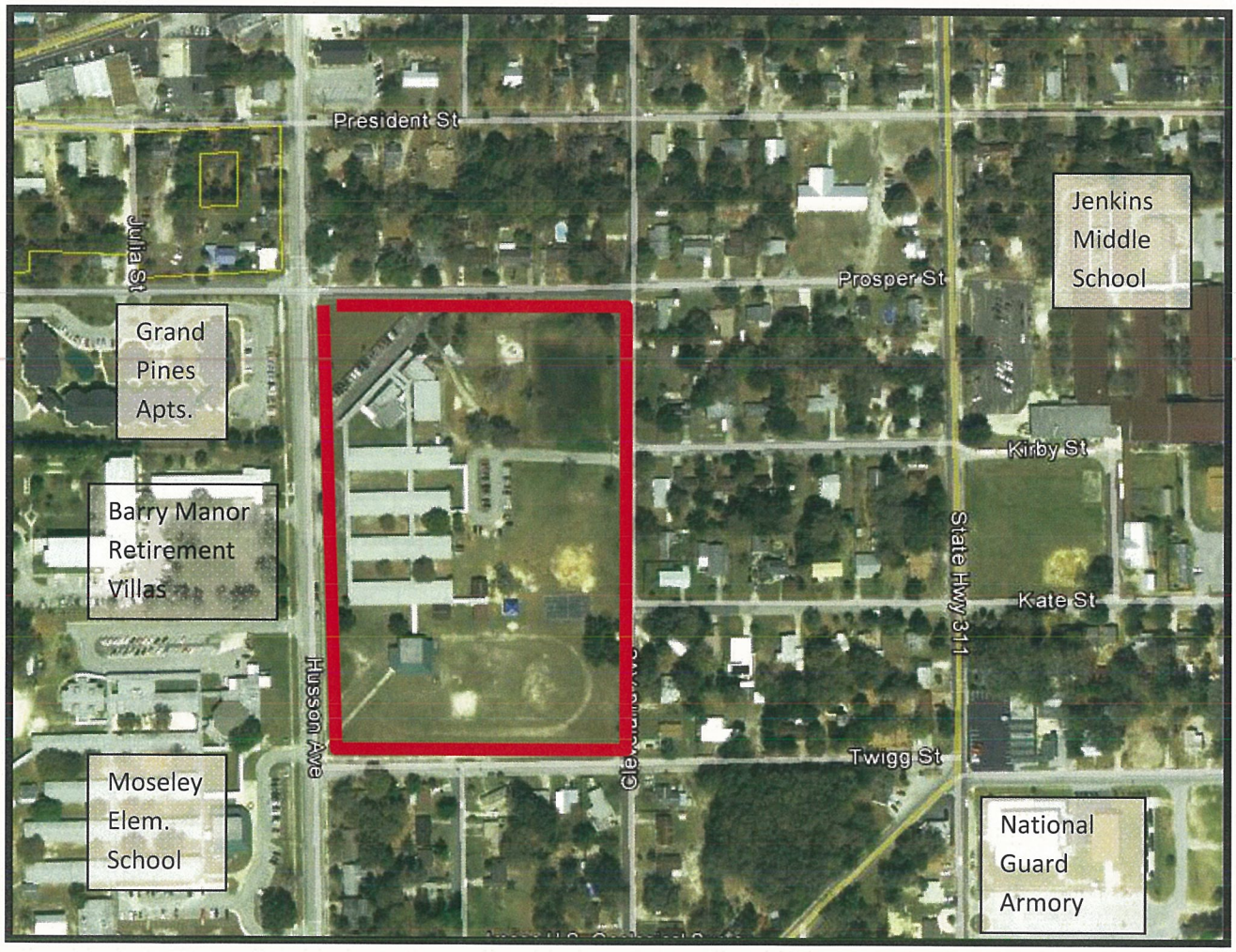


Figure 1: Property Location

APPLICATION BACKGROUND

The Putnam County School Board made the decision to close the elementary school at this location due to declining enrollment in April, 2009, and in August of that year decided to use the facility for district offices and other functions. The complex was re-utilized for offices, training and for the District's warehousing function, which had formerly taken place at the Matthews Storage warehouse on Reid St. The property is referred to as the Annex in this report.

Schools are allowed by Conditional Use in residential land use and zoning districts (current schools predate this requirement and are considered legal nonconforming uses). The cessation of the school use and commencement of the office/warehouse activity constituted a violation of the Comprehensive Plan and Zoning Code. The principal office use of the property, with accessory uses of training and warehousing, requires nonresidential land use and zoning. School District staff have stated that at the time this change occurred they were not aware of the violation. The description of the RL FLUM category in the Comprehensive Plan's Future Land Use Element notes that lands within this land use category are "intended to be used primarily for housing and shall be protected from intrusion by land uses that are incompatible with residential density." While schools are considered to be compatible with residential uses, office and warehouse uses are not.

Prior to this Planning Director's tenure, this property was included in a list of "housekeeping" comprehensive plan amendments developed last year by the former Director. At their June, 2011 meeting the Planning Board considered this and other amendments for School District properties that were designed to create Comprehensive Plan Map conformance, with school and other public properties to receive the PB (Public Buildings and Facilities) land use designation. At this meeting residents living near the Annex voiced objections to the land use change for the subject property and the Board voted to remove this property from the recommended list of FLUM changes that went on to the City Commission for consideration. Therefore the FLUM amendment that would have been the first step to legitimize the warehouse use went no further.

Shortly before the Planning Board action a formal Code Enforcement complaint was received on June 1, 2011 regarding the School District warehouse at 1001 Husson Ave. Staff visited the site on June 20th and observed that the site was being used for warehouse purposes. On that day an 18-wheeler and a smaller delivery truck were both parked in the driveway in front the building that faces Husson Ave. and Prosper St. and workers were unloading trucks using forklifts. This activity was occurring within around 130 feet of adjacent single-family homes along Prosper St. and the noise of the truck's idling engines and the beeping of a forklift was easily heard from those properties. There was also a sign in front of the building noting "School District Warehouse."

After reviewing applicable codes, Staff sent two code violation notice letters to the School District (see attached Aug. 5 & Aug 8, 2011 letters) and set a 60-day time period in which the School District either had to cease the warehouse use or file land use amendment and rezoning applications to allow the Annex activities. The School District's attorney filed an application for FLUM amendment to PB and a rezoning application to Planned Unit Development. The PUD zoning was chosen in order to provide the opportunity to reach agreement with the neighborhood on how the Annex might continue to operate with specific conditions of approval. At the time of application Staff was in the process of amending the Zoning Code to allow PUDs in a wider range of land use categories including PB and also to revise the PUD standards to provide for higher

quality development and neighborhood protection. The applications remained in a pending status and the code violations were stayed until the PUD changes were adopted by the City Commission on March 8, 2012. At that time the applications were scheduled for public hearings.

Public participation has been an important part of this process. Residents have attended Planning Board and City Commission meetings regarding the original Annex FLUM change and changes to the PUD standards. Twelve residents provided input at a meeting with the Mayor and Staff on July 28th, 2011 and following that meeting residents met with the Mayor and School Superintendent twice, once on the property. The Mayor, Planning Director, School District Facilities Director, and School District Attorney met with residents on February 27, 2012 – a letter noticing this meeting was sent to all property owners within 400 feet of the Annex. A final follow-up meeting was held on March 26, 2012 to present draft PUD conditions to residents. Meeting notes are attached with this report.

PROJECT ANALYSIS

This property is located in the Husson Ave. corridor in the southwestern part of the City, and comprises a full block bounded by Husson Ave. to the west, Prosper St. to the north, Cleveland Ave. to the east, and Twigg St. to the south.

ight
ground

Table 1: Use Classifications

Property	FLUM	Zoning	Existing Use
Site	RL (Residential, Low Density)	R-1A (Residential, Single-Family)	School District Annex
Property to North	RL (Residential, Low Density)	R-1A (Residential, Single-Family)	Single-family residences
Property to South	RL (Residential, Low Density)	R-1A (Residential, Single-Family)	Single-family residences
Property to West	RH (Residential, High Density) PB (Public Buildings & Grounds)	R-3 (Residential, Multiple-Family)	Grand Pines Apts. Barry Manor Retirement Villas Moseley Elementary School
Property to East	RL (Residential, Low Density)	R-1A (Residential, Single-Family)	

dences

The Moseley Warehouse is in the RL (Residential, Low Density) comprehensive plan map (land use) category and the R-1A (Single-Family Residential) zoning district. As a standalone use the warehouse use would require the more intensive OPF (Other Public Facilities) or IN (Industrial) FLUM category. (Lands within the OPF category are intended for use as "potable water, sanitary sewer treatment facilities, transportation, stormwater/drainage control structures, etc.") However as an accessory use to the main office use, the warehouse use is allowed in the COM or PB category, the latter being preferable is it is intended for public uses like a School District-owned facility.

Once within the PB FLUM category, the facility would require either the PBG-1 zoning accompanied by a conditional use for outdoor (warehouse activities), PBG-2 zoning which allows as permitted uses "public use and/or public service activities which are of a more intense level than the PBG-1 district," or a PUD zoning classification. A PUD is a "negotiated"/customized zoning district that could provide for special provisions that addressed neighborhood concerns.

The issue of compatibility between the Annex and surrounding residential uses is important and should be defined and compared with other nonresidential uses. The compatibility of schools and residences is attributable to the connection of such facilities with surrounding neighborhoods. Neighborhood children often walk to school and residents view schools as familiar neighborhood institutions and as a public good, benefiting from the green space that school facilities provide. While hundreds of people travel to and spend time at schools, most of these aren't driving and therefore traffic does not impact residential neighborhoods the way that commercial or industrial uses of a comparable size and scale would. The traffic that does occur is limited to peak hour times in the morning and mid-afternoon, and by 3:00 PM and over the weekend schools are empty and quiet, while many other commercial uses continue to function.

More specifically, the following additional elements are accepted elements of compatibility, some of which are more measurable than others.

- Development and building scale
- Vehicle and pedestrian impact
- Visual, noise, and other sensory impacts (noise, glare, odor)
- Aesthetic considerations
- Psychological factors
- Property values

The table below compares the school use and the annex use in regard to compatibility factors.

Table 2: Compatibility Table

Compatibility Indicator	**School Use**	**Annex Use**
Scale	Same	
Vehicle trips - daily	388 [1]	125 [1]
Pedestrian trips - daily	36 [1]	0 [1]
Employees/Students	60/400	25/0
Visual impacts	Bldgs/Grounds, School Buses, vehicles, employees, students	Bldgs/Gounds, vehicles, employees, 18-wheelers & delivery trucks
Aesthetic considerations	Neighbors do not seem to have concerns	Trucks and unloading present an industrial appearance that is out of context with neighborhood
Psychological factors	Neighbors view as positive neighborhood institution	Neighbors view warehouse use negatively, while not objecting to office & training use
Property values	Unknown	

1. based on March 7, 2012 traffic counts and estimates by Staff – each trip is a round trip

Based on the comparison above the inference can be made that while a school use might present higher traffic impacts and have the appearance and impacts that are out of scale with a residential area, these factors are outweighed by positive perceptions of residents. However the warehouse use presents aesthetic and psychological impacts that negatively affect the neighborhood. Industrial activities such as the unloading of 18-wheelers and forklift loading, however sporadic these might be, are objectionable to residents. Another factor of neighborhood concern is the cut-through traffic on Prospect St. and Twigg St. by employees and visitors of the Annex, some of whom are traveling from Beasley Middle School two blocks to the west or are just avoiding Crill Ave. traffic when traveling from the downtown administration building or other areas. The point was made at one of the neighborhood meetings that while employees and students travel to a school in the morning and leave in the mid-afternoon and the time period between arrival and departure is relatively quiet with most in the schools staying on site, a use like the Annex generates traffic throughout the day that winds through the neighborhood. Now that the Annex functions as a use disconnected from the neighborhood, the traffic issues are amplified.

Future Land Use Analysis

F.S. 163-3187 provides amended criteria for consideration of small scale comprehensive plan amendments under, shown in italics below (staff response follows each criterion, and comprehensive plan extracts are underlined). Please note that while this property exceeds the small-scale amendment threshold of 10 acres, F.S. 163.3187(c)4 provides a Rural Economic Development Incentive for amendments that are up to 20 acres (the property is 12.4 acres in size).

Goals, Objectives, and Policies of the Comprehensive Plan that support the proposed amendment.
The application is in keeping with the following objective and policies (underlined) of the comprehensive plan, and does not conflict with other plan elements.

Goal 1 9J-5.006(3)a; F.S.187.201(16)3
Preserve and protect the City's natural resources and quality of life by establishing a pattern of development that is harmonious with the City's natural environment and provides a desired lifestyle for City residents.
Staff Response: the residents living near the Annex have framed their objections to the Annex as quality of life issues and have made the case that this use is not harmonious with the surrounding neighborhood. School District staff have made the case that the use is less intense than the former school use due to the relatively small number of people working on this site and lower traffic levels, particularly school bus traffic and loading/unloading. The compatibility table presented in this report indicates that aesthetic and psychological impacts are the basis of the lack of harmony between the Annex use and surrounding residential uses.

Policy A.1.8.1 9J-5.006(3)(c)5
The Land Development Regulations shall include alternative available land use control techniques and programs such as Planned Unit Developments. Planned Unit Developments may be used to protect safety restricted or environmentally sensitive areas but also may be used to increase the potential for developing water/sewer systems and more effective drainage systems. PUDs also shall benefit from the potential of receiving "density bonuses" for incorporating benefits which serve a public good into the development (See Policy A.1.9.3.8 Overlays).
Staff Response: while parts of this policy are unclear ("protect safety restricted"), one can glean from this that PUDs provide an alternative development agreement intended to benefit the public. The proposed PUD

presents a dual public good of allowing a public function that saves taxpayer dollars while providing mitigation annexation impacts to the surrounding neighborhood.

Policy A.1.9.3
Land Development Regulations adopted, to implement this Plan shall be based on the following land use standards:
A. Land Use Districts
5. Public Buildings and Grounds (11 acres)
Lands designated in this category of use include a broad variety of public and quasi-public activities such as schools, churches, government buildings, hospitals, etc. The intensity of development in this land use category, as measured by impervious surface, shall not exceed 65 percent. The maximum height shall not exceed 40 feet.
Staff Response: this land use category is suitable for the Annex uses. Development on the property does not exceed the impervious surface and height limitations above.

Provide analysis of the availability of facilities and services.
Staff Response: The property is in close proximity to a range of urban services and infrastructure.

Provide analysis of the suitability of the plan amendment for its proposed use considering the character of the undeveloped land, soils, topography, natural resources, and historic resources on site.
Staff Response: not applicable as the site is developed.

Provide analysis of the minimum amount of land needed as determined by the local government.
Staff Response: not applicable, as this is to be determined at the next revision of the overall Comprehensive Plan.

Demonstrate that amendment does not further urban sprawl, as determined through the following tests.

- *Low-intensity, low-density, or single-use development or uses*
- *Development in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.*
- *Radial, strip, isolated, or ribbon development patterns.*
- *Development that fails to adequately protect and conserve natural resources and agricultural activities.*
- *Development that fails to maximize use of existing and future public facilities and services.*
- *Development patterns or timing that will require disproportional increases in cost of time, money and energy in providing facilities and services.*
- *Development that fails to provide a clear separation between rural and urban uses.*
- *Development that discourages or inhibits infill development and redevelopment.*
- *Development that fails to encourage a functional mix of uses.*
- *Development that results in poor accessibility among linked or related land uses.*

Staff Response: the Annex's location within the City's urbanized area ensures that urban services are available and provides a centralized location for the County school system. This use does not represent urban sprawl.

Rezoning Analysis

Per Section 94-38 of the Zoning Code, the Planning Board must study and consider the proposed zoning amendment in relation to the following criteria, which are shown in *italics* (staff response follows each criterion).

1) When pertaining to the rezoning of land, the report and recommendations of the planning board to the city commission required by subsection (e) of this section shall show that the planning board has studied and considered the proposed change in relation to the following, where applicable:

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

Staff Response: as noted in the FLUM amendment analysis, rezoning to allow the Annex uses perpetuates a certain level of disharmony between this use and surrounding uses, the mitigation of which can be achieved through PUD conditions.

b. The existing land use pattern.

Staff Response: the school was more compatible with the adjacent residential neighborhood than the Annex uses due to neighborhood connections and the positive perception of the institution by nearby residents. Husson Ave. is an appropriate location for a more intense use like the Annex as it is a collector road with moderate traffic levels and higher density development, but the other adjacent streets are residential in nature and are not appropriate for nonresidential development.

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

Staff Response: this criterion is not necessarily problematic when applied to a PUD and a public use. A PUD is often by its nature an isolated district due to the need to fashion a customized development plan that allows unrelated uses to co-exist in a harmonious manner. Public uses are also often isolated uses as they occur relatively infrequently and are not always grouped together.

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

Staff Response: the site is currently underutilized, with relatively low traffic and other impacts.

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

Staff Response: The proposed boundaries, which comprise a city block, are appropriate.

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

Staff Response: School District staff have stated that the warehouse use at this location is necessitated by the lack of state funding, which is a product of changed conditions attributable to the economic slowdown.

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

Staff Response: Staff recognizes the adverse impacts of the existing facility and believes that there are PUD development controls that can at least partially mitigate such impacts. Such controls can include restricting delivery access to the facility to Husson Ave. and moving warehouse activities away from adjacent residences.

h. Whether the proposed change will create or excessively increase traffic congestion or otherwise affect public safety.
Staff Response: as noted in the compatibility table, traffic for the Annex is less than that of a school or a nonresidential development on property of this size. However employee parking in particular noticeably impacts surrounding residential streets throughout the workday due to the main parking area entrance to the rear of the property on Cleveland St. This is a difficult problem to solve as replacing the Cleveland St. access with Husson Ave. access with a new driveway from the latter street is hampered by the presence of buildings along this street and the permitted stormwater retention area in the southwest part of the site. Putting a driveway from Husson Ave. through this part of the complex would require expensive site and building retrofitting and would present a hazard to pedestrians within the complex. The School District has proposed a future access point, unfunded at this point, from Twigg St. to the south, but this would present similar impacts to adjacent residences. The most feasible driveway route from Husson Ave. would be to use the northwest parking lot to access the unpaved driveway that runs behind and east of Building # 2 (warehouse). While preferable to the last two options this is a circuitous route with grade changes.

i. Whether the proposed change will create a drainage problem.
Staff Response: no drainage problem exists on the site and with no new development planned; no future drainage problems are anticipated.

j. Whether the proposed change will seriously reduce light and air to adjacent areas.
Staff Response: as no new development is planned no impacts in this area will occur.

k. Whether the proposed change will adversely affect property values in the adjacent area.
Staff Response: some nearby residents have expressed concerns that the Annex could affect their property values. There are instances where intensive uses have negative effects on residential property values, but Staff has no documentation indicating impacts to property values from this use.

l. Whether the proposed change will be a deterrent to the improvement or development of adjacent property in accord with existing regulations.
Staff Response: one can only speculate if the Annex will inhibit property improvement in the area due to the negative perception of the warehouse use.

m. Whether the proposed change will constitute a grant of special privilege to an individual owner as contrasted with the public welfare.
Staff Response: the intent of the PUD is to meet the needs of the School District while mitigating impacts on the surrounding neighborhood, the result of which would not be a grant of special privilege.

n. Whether there are substantial reasons why the property cannot be used in accord with existing zoning.
Staff Response: only single-family homes would be allowed under the existing zoning. A substantial public investment has been made to the property in the form of a facility that can only be used as a school or as the Annex use of offices, training, and warehouse activities.

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

Staff Response: as a school the facility met the needs of the neighborhood and the City, but as an office, training, and warehouse complex the property has no ties with the neighborhood.

p. Whether it is impossible to find other adequate sites in the city for the proposed use in districts already permitting such use.
Staff Response: School District staff have stated that no other school-owned facilities can allow for the warehouse function without considerable expense of public funds. Prior to the warehouse use at this location the School District storage occurred at a private facility at a cost exceeding $60,000 per year.

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 Response: not applicable.

CONCLUSIONS AND STAFF RECOMMENDATIONS

The plan amendment and rezoning applications are at odds with several key criteria in the preceding analysis. Residents have identified the warehouse use specifically as an activity that is not harmonious or compatible with the quality of life of their residential neighborhood. However the large size of the property and location along a collector road provides some potential to re-locate problematic warehouse activities and accompanying traffic. It is also evident that changed conditions in the form of funding shortages attributable to the worsening economy have made it difficult for the School District to change the location of the warehouse function without substantial expenditures of public funds.

Based on the analysis of this report Staff has concluded that without development standards that mitigate impacts of this use, the request should not be approved due to the incompatibility of the use with the surrounding neighborhood. However Staff believes that such impacts are reduced with conditions that work to divert traffic and the warehouse function away from adjacent residences. Staff recommends approval with the following conditions as proposed by School District staff as shown in italics below.

The School District previously took the following steps to address neighbor concerns, and these activities shall continue to occur as a requirement of the PUD:

1. *Discontinued locating surplus vehicles on property.*
2. *Discontinued locating surplus sales on property.*
3. *Reworded all signs, including front sign, from "Putnam County School District Warehouse" to "Putnam County School District Annex".*
4. *Limited use of front paved area (along Prospect St).*
5. *Muted forklift alarm to the OSHA minimum sound level.*
6. *Upgraded alarm system to avoid false alarms.*
7. *Removed unused surplus play area along Prospect St.*
8. *Purchased storage shed, placed behind warehouse.*
9. *Modified schedules for deliveries.*
10. *Fenced in lawn crew's equipment and trailers with high privacy fence.*
11. *Limited items stored in halls (only in case of emergency).*

The following are additional conditions of the PUD.

12. *All delivery trucks shall enter and exit the facility from Husson Ave.*
13. *The School District Annex is to be utilized primarily for school district offices and training, with accessory and ancillary uses of a warehouse and storage of equipment and materials for the District's custodial and landscaping maintenance functions. The use of a school is also allowable.*
14. *It is the intent of the School District to continue the warehouse use as an interim use, and when funding becomes available, the use shall be relocated to another property. The warehouse use shall cease within 60 months of adoption of this ordinance.*
15. *Building uses and all other activities are limited to what is shown on site plan.*
16. *Operations limited to Monday-Friday, 7 AM to 6 PM, except that training activities may occasionally occur on the weekend.*
17. *All outdoor storage shall be fenced or screened from view from adjacent public rights-of-way.*
18. *The PUD should allow for a pocket park that would include playground equipment, picnic tables, and an informal ball field. Additional uses and location of such a pocket park would be determined at a future date following meetings with neighbors in the vicinity of the site.*
19. *Existing trees on the site shall be preserved.*

Staff is supportive of these conditions with the exception of # 12 and 14 above. Condition 12 merely requires delivery from Husson Ave. which would continue the practice of truck unloading in close proximity to Prosper St. residences. Furthermore with the understanding that the trucks cannot use Prosper St. they would then have to back out onto Husson Ave., which is a safety problem. Staff believes that the goal of moving the warehouse function away from residential areas would be accomplished by conducting unloading in the loop driveway that is adjacent to Building # 6 (see Figure 4 below). Staff can then move materials with the forklift internally through the building complex along the sidewalks located on the south side of each building, a practice that Staff has observed on several site visits. Condition # 14 provides what seems like an overly long (5-year) time period for cessation of the warehouse use. Staff recommends a shorter time period with the requirement that the School District then justify an extension based on ongoing budget problems.

Finally Staff recognizes the impact of employee traffic on the surrounding neighborhood and the potential solution of limiting access to a driveway from the northwest parking lot to the rear parking area, as discussed in Rezoning Criterion h. and shown in Figure 6 on the next page. However at this time site and budget constraints make this option impractical, but it should be re-examined at the time the School District applies for extension of the warehouse use, should the City require such an extension application as described in revised condition # 14 below.

Staff recommends approval of the land use amendment and also of the PUD rezoning with the previously stated conditions and with the revision of Conditions # 12 and 14 as follows, along with a new Condition # 20.

12. *All delivery trucks shall enter and exit the facility from Husson Ave. using the loop driveway adjacent to Building # 6. No parking of non-delivery vehicles shall be allowed within this loop driveway. A sign shall be placed at the loop driveway entrance directing such delivery.*
14. *It is the intent of the School District to continue the warehouse use as an interim use, and when funding becomes available, the use shall be relocated to another property. The warehouse use shall cease within ~~60~~ 24 months of adoption of this ordinance, with the ability to apply to the Planning Board for not more than two 16 month extensions with conclusive findings by the Board that a lack of funding prevents relocation of the warehouse use.*

20. *At the time of the first extension request the Board shall also evaluate the replacement of the Cleveland St. vehicle entrance with a Husson Ave. entrance and driveway.*

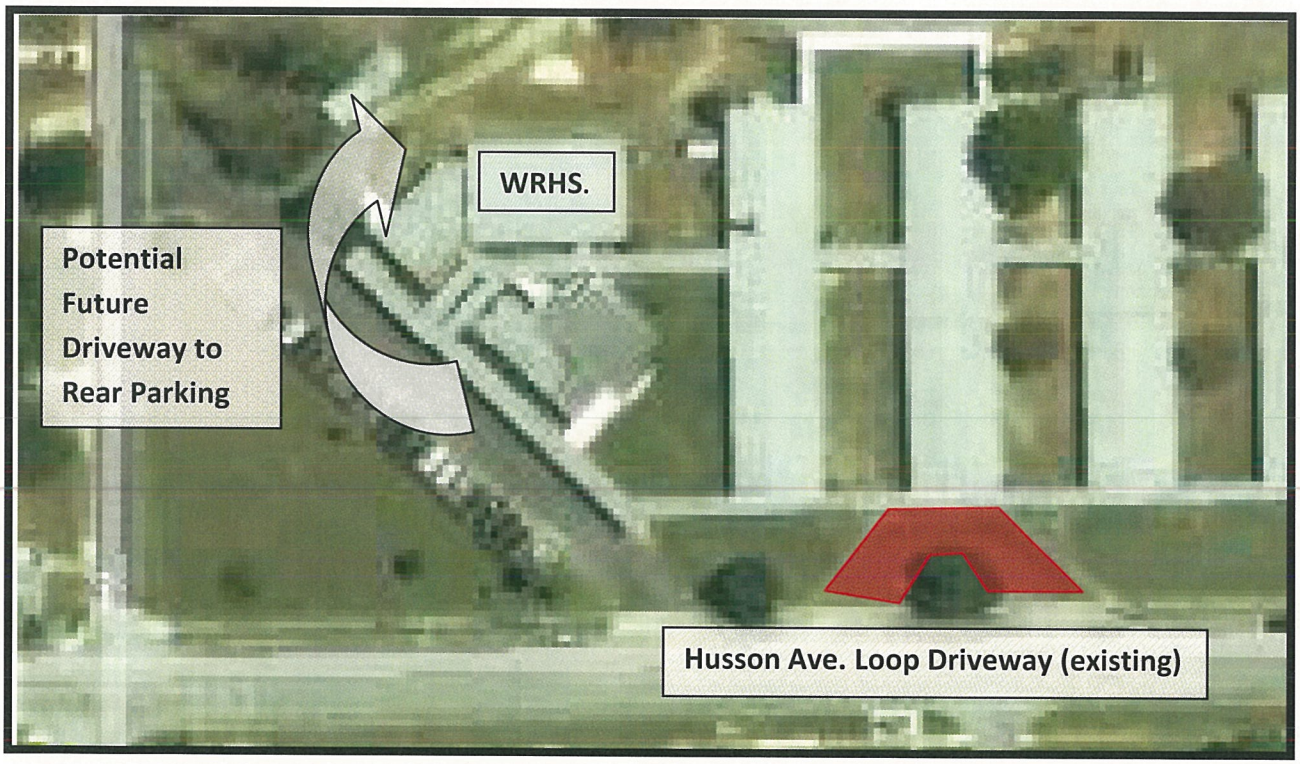
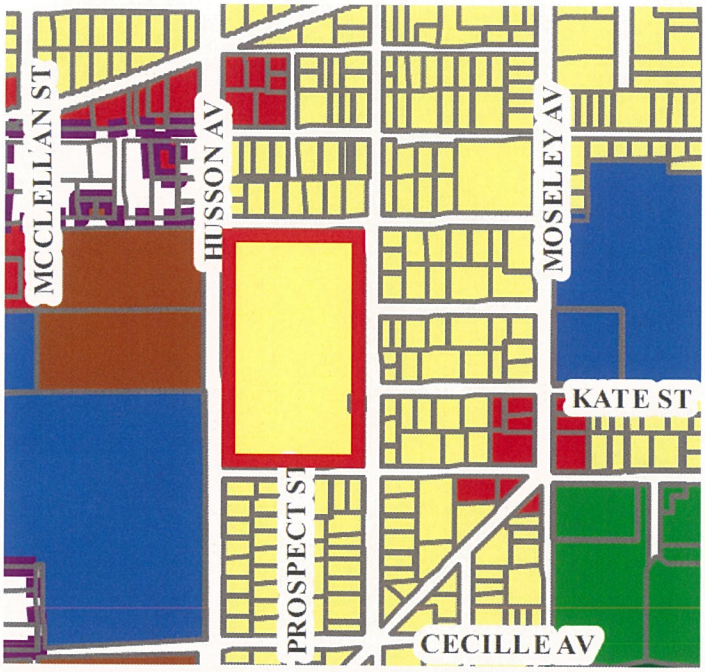


Figure 6: Recommended Current Delivery Location and Potential Future Employee Access

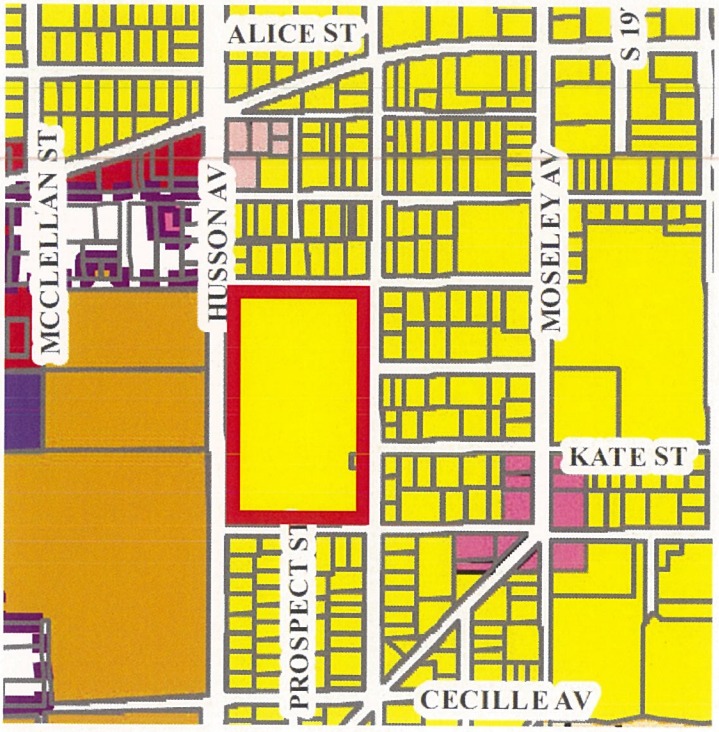
ATTACHMENTS:
FUTURE LAND USE AND ZONING MAP
BUILDING LAYOUT MAP
APPLICATION PROJECT NARRATIVE
AUG. 5 & 8 LETTERS TO SUPERINTENDANT
NEIGHBORHOOD MEETING NOTES

FUTURE LAND USE MAP

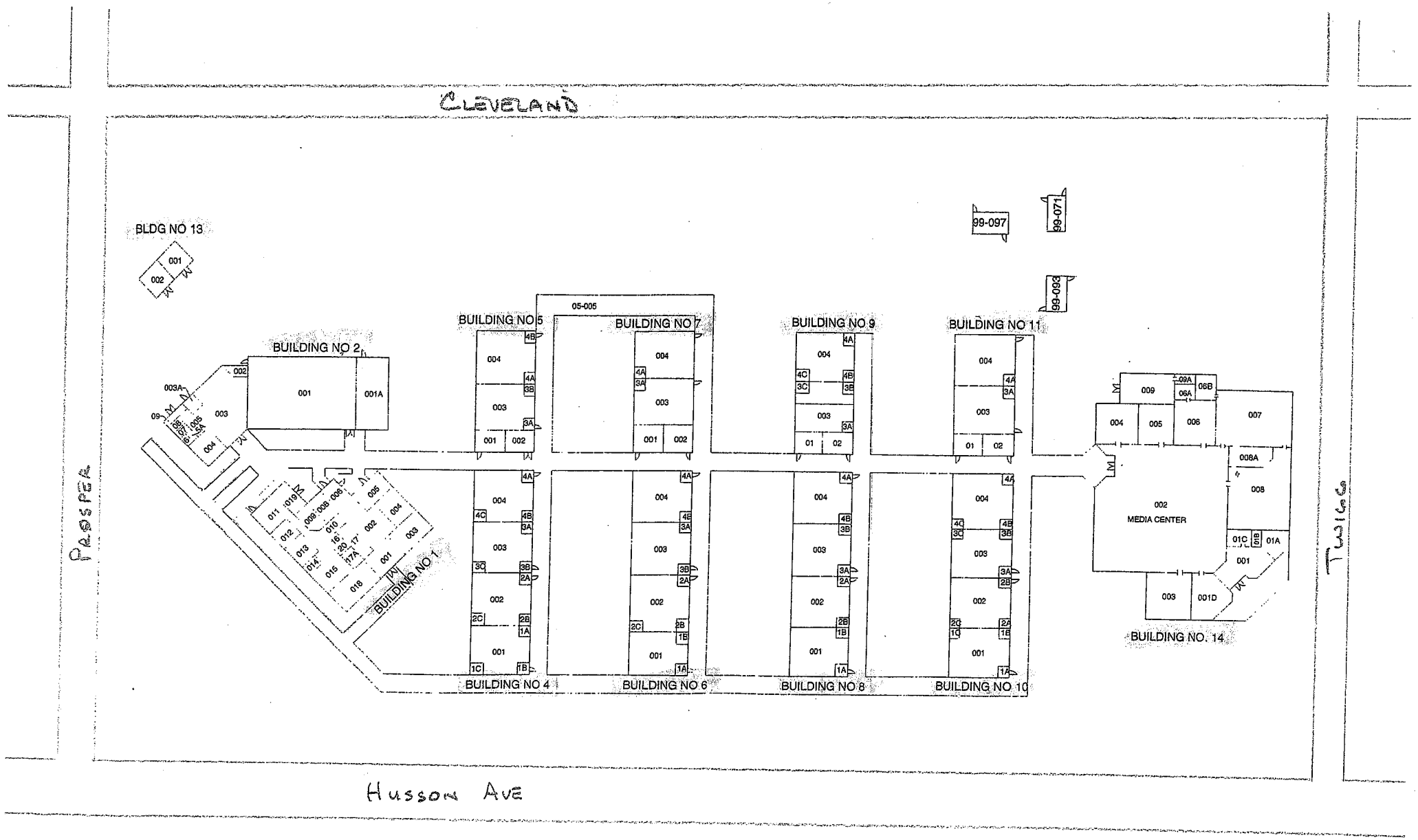


COM
PB
REC
RH
RL
RM

ZONING MAP



C-2
R-1A
R-1A/
R-2
R-3
R-4
ROS



Moseley Purchasing / Training

PROJECT NARRATIVE

The immediate past use of the property was Moseley Elementary School. Due to distressed economic conditions it was necessary for the District to discontinue using the site as an elementary school and convert it to a facility for multiple uses. At the present time the District uses portions of the structures for office space for various District employees and the media center is used for training District employees. The Purchasing Department also maintains its offices at this location. The District also stores various items of personal property owned by the District at this location. Normal working hours are Monday through Friday 7 am to 4 pm. Activities are greatly reduced during the summer months due to limited deliveries and 10 month employees being off for summer break.

City of Palatka
Building & Zoning
201 N. 2nd Street
Palatka, Florida 32177
386-329-0103 • Fax 386-329-0172

August 5, 2011

Mr. Tom Townsend
Superintendent, Putnam County Schools
200 South 7th Street
Palatka, FL 32177
(sent by US Mail and email)

RE: MOSELEY SCHOOL DISTRICT WAREHOUSE (1001 HUSSON AVENUE)

Dear Mr. Townsend:

We received a formal Code Enforcement complaint on June 1, 2011 regarding the School District warehouse at 1001 Husson Avenue. I visited this site on June 20th and observed an 18-wheeler and a smaller delivery truck, both parked in the driveway in front the building that faces Husson and Prosper streets. Workers were unloading trucks using forklifts. This activity was occurring within around 130 feet of adjacent single-family homes along Prosper Street and the noise of the truck's idling engines and the beeping of the forklifts was easily heard from those properties. There was also a sign in front of the building noting "School District Warehouse." The Code Enforcement Officer has also visited the site and observed warehouse activities.

The Moseley Warehouse is in the RL (Residential, Low Density) comprehensive plan map (land use) category and the R-1A (Single-Family Residential) zoning district. While schools are allowed in most residential land use and zoning districts, this property is no longer used as a school, in the sense of the word's meaning as a place of formalized instruction and learning. The principal use of the property is storage and warehousing, uses that require more intensive land use and zoning. The description of the RL FLUM category in the Comprehensive Plan's Future Land Use Element notes that lands within this land use category are "intended to be used primarily for housing and shall be protected from intrusion by land uses that are incompatible with residential density." While schools are compatible with residential uses, uses with industrial characteristics of use like a warehouse are not.

The warehouse use would be allowed within the more intensive OPF (Other Public Facilities) or IN (Industrial) categories. Lands within the OPF category are intended for use as "potable water, sanitary sewer treatment facilities, transportation, stormwater / drainage control structures, etc." A warehouse use would be considered a transportation facility, given the distribution component of this use and the use of trucks to transport supplies to and from the property. The OPF category would have an accompanying zoning of PBG-2, which allows as permitted uses "public use and/or public service activities which are of a more intense level than the PBG-1 district" (the PBG-1 district allows "public buildings serving the city, county, state or federal government, museums, schools, hospitals, libraries and community centers.").

The second alternative would be the IN land use category, which would only be useful because it allows for a Planned Unit Development (PUD) zoning (the OPF category does not allow a PUD). A PUD is a "negotiated"/customized zoning district that could provide for special provisions reflected in a potential agreement between the School District and the neighbors.

To provide some history, this property was included in the list of "housekeeping" comprehensive plan amendments developed last year by the former Director of Building and Zoning. At their June meeting the Planning Board considered this and other amendments for School District properties. The Board heard testimony from residents living near the warehouse and decided to not support the inclusion of this property in their recommended list of FLUM changes that went on to the City Commission for consideration. Therefore the FLUM amendment that would have been the first step to legitimize the warehouse use went no further.

Since there is no longer an active application to remedy the zoning and comprehensive plan violation that is occurring, we will need applications for a land use amendment to OPF and rezoning to PBG-2. These applications should be filed within a 60-day time period from the receipt of this letter. Once an application for land use and zoning change is filed, the City's Code Enforcement efforts will not proceed until resolution of the requests. Land use amendments and rezonings are acted upon by the City Commission, with a recommendation from the Planning Board.

Finally, it should be noted that at a recent meeting with residents living near the facility and the Mayor, those present agreed to participate in a meeting with School District staff to discuss the issue as well as potential resolutions to the problems. The meeting would be facilitated by the Mayor, and I believe that he will be in touch with you.

Please feel free to contact me anytime to discuss this.

Best regards,

Thad Crowe, AICP
Planning Director

cc: Nikki Cummings, School Board Member
Lisa Parsons, School Board Member
Terry Wright, School Board Member
Kathy Jorgensen, School Board Member
C.L. Overturf, Jr., School Board Member
James L. Padgett, School Board Attorney
Woody Boynton, City Manager
Vernon Myers, Mayor
Mary Lawson Brown, Vice-Mayor
Allegra Kitchens, Commissioner
Phil Leary, Commissioner
James Norwood, Commissioner
Don Holmes, City Attorney

City of Palatka
Building & Zoning
201 N. 2nd Street
Palatka, Florida 32177
386-329-0103 • Fax 386-329-0172

August 8, 2011

Mr. Tom Townsend, Superintendent, Putnam County Schools
200 South 7th Street
Palatka, FL 32177
(copies by email)

RE: MOSELEY SCHOOL DISTRICT WAREHOUSE (1001 HUSSON AVENUE)

Dear Mr. Townsend:

As a follow-up to the previous letter sent to you regarding this violation of the Zoning Code and Comprehensive Plan, I wanted to further clarify the options available to you given the recent interpretation of this department.

1. Cease warehouse operations within 60 days and utilize the property in accordance with its current land use and zoning, which only allows single-family uses (if the operations continue beyond the 60 days without any actions below taken to appeal the interpretation or remedy the violation the case will be remanded to the Code Enforcement Board and penalties will be assessed).
2. Appeal the administrative interpretation that the warehouse is in violation to the Board of Zoning Appeals.
3. Apply for a Conditional Use permit to re-utilize the property as a school.
4. Apply for the previously mentioned land use amendment and rezoning alternatives (to PB land use and PBG-2 zoning or to IN land use and PID zoning).
5. Apply for an alternative land use category and zoning (such as Residential, Medium Intensity land use and R-3 Multi-Family zoning), which would allow for less-intensive office uses under the Conditional Use permit process.

Please note that staff at this time does not support or oppose any of the applications described in # 4 and 5 above – at the time of application (or before such time if you would prefer a pre-application meeting) Staff will develop positions on all potential alternatives. Of course Staff's position in such cases is merely a recommendation to the Planning Board, which in turn provides a recommendation to the City Commission for the final decision.

Respectfully,

Thad Crowe, AICP
Planning Director

cc: Nikki Cummings, School Board Member
Lisa Parsons, School Board Member
Terry Wright, School Board Member
Kathy Jorgensen, School Board Member
C.L. Overturf, Jr., School Board Member
James L. Padgett, School Board Attorney
Woody Boynton, City Manager
Vernon Myers, Mayor
Mary Lawson Brown, Vice-Mayor
Allegra Kitchens, Commissioner
Phil Leary, Commissioner
James Norwood, Commissioner
Don Holmes, City Attorney

Thad Crowe

From: Thad Crowe
Sent: Thursday, July 28, 2011 11:50 AM
To: Woody Boynton; 'Don Holmes'
Cc: 'vernonmyers@comcast.net'
Subject: School District Warehouse

Woody/Don:

Mayor Myers and I met with around a dozen residents who live around the warehouse. They expressed frustration at the noise and visual impacts on the neighborhood from the activity of 18-wheeler trucks and panel trucks loading and unloading and the storage of large trucks and equipment, including that of a local tree service company. I let them know that my review of the Comprehensive Plan and Zoning Code indicated that the operations of the warehouse was in violation of the Plan and Code. Our next step will be to send a letter to the School District noting the violation and informing them that they will need to cease the operations or file an application for a land use amendment and rezoning to either PB (Public Buildings and Grounds) land use and PBF-2 zoning, or to IN (Industrial) land use and M-1 (Light Industrial) zoning. This letter will more than likely go out next week. At the Mayor and my request, the residents were also agreeable to meeting with the Superintendant and other School District staff, which the Mayor will set up after the letter goes out. I will add that Mayor Myers did a very good job of listening to the residents and addressing their concerns.

Thad

Thad Crowe, AICP
Planning Director
City of Palatka
205 N. 2nd St.
Palatka, FL 32177
386-329-0103
http://palatka-fl.gov/

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Please consider the environment - print only if necessary.

Thad Crowe

From: Thad Crowe
Sent: Monday, March 05, 2012 5:02 PM
To: 'marula13@hotmail.com'; 'jcavuoti@bellsouth.net'; 'rwinters64@bellsouth.net'; 'shirl528@yahoo.com'; 'fgriswell@att.net'; Mark Lynady
Cc: 'Scott Gattshall'; 'padgettlaw1@aol.com'; 'ttownsend@putnamschools.org'; vernonmyers@comcast.net; Woody Boynton
Subject: Update on Husson Ave. School District Annex Rezoning

Thanks to all of you who attended last week's meeting. The following is a brief recap of the meeting and what will happen next (please let me know if I missed anything important or mis-spoke). We will mail this email to those who did not provide emails but provided addresses.

A neighborhood meeting was held on Monday, February 27 at the Price Martin Center to bring neighbors of the Annex up to speed on where the applications for comprehensive plan map amendment and rezoning of the property, and also to get input from neighbors. Letters were sent to property owners within 400 feet of the property. Eighteen residents attended.

Mayor Myers opened the meeting and stressed the importance of protecting and strengthening the City's neighborhoods. I said that the requested changes would allow the School District to continue the office, training, and warehouse use at the facility – this use is currently in violation of the Comp Plan Map and Zoning Code as the zoning and land use of the property only allows for residential uses. City staff has encouraged the use of a Planned Unit Development (PUD) overlay zoning for the property. A PUD would allow for a negotiated solution that would govern uses on the site. The PUD could include a variety of regulations tailored to the site, anything from where specific uses and activities occur, parking, hours of operation, etc.

Scott Gattshall, Facilities Director for the School District said that the District wanted to be good neighbors and had already done the following things in response to neighbor input:

- Discontinued locating surplus vehicles on property.
- Discontinued locating surplus sales on property.
- Front (swing) gates now kept open (to allow for resident parking in parking area fronting Prospect St. in off-hours).
- Reworded all signs, including front sign, from "Putnam County School District Warehouse" to "Putnam County School District Annex".
- Limited use of front paved area (along Prospect St).
- Muted forklift alarm to the OSHA minimum.
- Upgraded alarm system to avoid false alarms.
- Limited grass parking.
- Removed unused surplus play area along Prospect St.
- Purchased storage shed, placed behind warehouse.
- Modified schedules for deliveries.
- Fenced in lawn crew's equipment and trailers with high privacy fence.
- Limited items stored in halls (only in case of emergency).
- Allowed for the use of the right of away along Prospect St. adjacent to School Board property for resident yard debris disposal.

Several residents noted the warehouse use was never allowed there and the School District should face the consequences of violating zoning just like others. They have gotten themselves into a predicament of their own making, and the warehouse should just relocate. Another issue that was brought up several times was the traffic impacts – residents agreed that access should be only from Husson Ave. and the Cleveland Ave. vehicle access should be blocked. Other issues raised by residents included the following:

- What exactly occurs at the facility?
- Facility traffic impacts the surrounding neighborhood with employee and delivery traffic.
- An 18-wheeler enters the site every day before lunch from the rear/Cleveland St. entrance.
- Noise from trucks and forklifts disturb nearby neighbors – the warehouse operation (truck delivery and loading and unloading) should be moved away from the perimeter of the site that abuts residential areas to the site interior.
- Could soundproof walls be used to muffle noise?
- The Annex operations were not bad compared to nighttime noise and traffic generated by drug houses in the neighborhood – at least the facility was not operating evenings and weekends when people were home, unlike the drug houses and other problem properties.
- Part of the property should be used for a pocket park (along Husson) for neighborhood kids who now have to take a long trek to Bryant Park.

Mr. Gattshall responded that the School District never intended to use the facility for warehouse purposes except on a temporary basis, but the severe lack of funding due to poor economic circumstances and state support have not allowed them to move the warehousing somewhere else. The School District does want to move the operations when there is available funding. He said that the facility was used by Purchasing, Facilities, Home School Bookstore, Training, Media Center, and Custodial & Equipment. He noted that soundwalls would be prohibitively expensive. He said that he was not aware of any 18-wheeler delivery on the Cleveland St. side, but would look into it and stop it if it was occurring.

There was discussion about the operation being moved to another School District facility, but Mr. Gattshall noted that there was not any facility that would allow for the operations at this time.

Mr. Padgett, School District Attorney asked residents if they could agree to an "amortization" clause in the PUD that would require that the warehouse function cease within a specified timeframe. There seemed to be some interest in this on the residents' part, and suggested time frames by the residents ranged from 60 days to one year.

Based on the discussion, it was agreed that more work was needed to examine how to better buffer the warehouse use from the neighborhood and reduce traffic impacts to the adjoining residential streets. Mr. Crowe suggested that the item be tabled to the Planning Board's April meeting to give City and School District more time to work on the PUD negotiation. Residents requested that a final neighborhood meeting occur prior to the Planning Board meeting, and I agreed to this.

In order to give me a better understanding of the issues, I will be on the site for most of the day this Wednesday to observe operations and activities, including the warehouse operations, the movement of schoolchildren and delivery and employee traffic and parking. If there is anything you want me to observe in particular, please let me know.

Best regards,

Thad

Thad Crowe, AICP
Planning Director
City of Palatka
205 N. 2nd St.

SCHOOL DISTRICT ANNEX NEIGHBORHOOD MEETING
PRICE-MARTIN CENTER
MARCH 26, 2012, 6 PM

In attendance: Betty Jean Bryan, Jimmy Bryan, Janet Cavouti, Robert Cavouti, Phylllis Criswell, Thad Crowe (City Building & Zoning Dept.), Chris Devito (Palatka Daily News), Stephen Euzor, Linda Freese, Scott Gottshall (Putnam Co. School District), Frances Griswell, Chuck Horner, Shirley Horner, Allegra Kitchens (City Commission) Fran Martin, Chelsea Merritt, Vernon Myers (City Commission), Bobby Richardson, Nyta Richardson, Shirley Saunders, Patty Sheffield, Danny Sheffield (Planning Board), Carl Steward (Planning Board).

Mayor Myers opened up the meeting and asked Mr. Crowe to bring everyone up to speed. Mr. Crowe said that the School District had drawn up a list of PUD conditions (shown in italics below). Staff was evaluating the conditions and finalizing the staff report for this item in preparation for next Tuesday's (April 3) Planning Board meeting. The Planning Board provides a recommendation of approval with conditions or denial to the City Commission, which makes the final decision. Mr. Gattshall then went over the PUD conditions.

It is understood that the School District took the following steps to address neighbor concerns, and these activities shall continue to occur as a requirement of the PUD:

1. *Discontinued locating surplus vehicles on property.*
2. *Discontinued locating surplus sales on property.*
3. *Reworded all signs, including front sign, from "Putnam County School District Warehouse" to "Putnam County School District Annex".*
4. *Limited use of front paved area (along ~~Prospect~~ Prosper St).*
5. *Muted forklift alarm to the OSHA minimum sound level.*
6. *Upgraded alarm system to avoid false alarms.*
7. *Removed unused surplus play area along ~~Prospect~~ Prosper St.*
8. *Purchased storage shed, placed behind warehouse.*
9. *Modified schedules for deliveries.*
10. *Fenced in lawn crew's equipment and trailers with high privacy fence.*
11. *Limited items stored in halls (only in case of emergency).*

The following are conditions of the PUD.

1. *All delivery trucks shall enter and exit the facility from Husson Ave.*
2. *The School District Annex is to be utilized primarily for school district offices and training, with accessory and ancillary uses of a warehouse and storage of equipment and materials for the District's custodial and landscaping maintenance functions. The use of a school is also allowable.*
3. *It is the intent of the School District to continue the warehouse use as an interim use, and when funding becomes available, the use shall be relocated to another property. The warehouse use shall cease within 60 months of adoption of this ordinance.*
4. *Building uses and all other activities are limited to what is shown on site plan.*
5. *Operations limited to Monday-Friday, 7 AM to 6 PM, except that training activities may occasionally occur on the weekend.*
6. *All outdoor storage shall be fenced or screened from view from adjacent public rights-of-way.*
7. *The PUD should allow for a pocket park that would include playground equipment, picnic tables, and an informal ball field. Additional uses and location of such a pocket park would be determined at a future date following meetings with neighbors in the vicinity of the site.*
8. *Existing trees on the site shall be preserved.*

Ms. Cavouti pointed out that it should be Prosper St., not Prospect St.

Mr. Gattshall was asked what type of outdoor storage would occur. He answered mostly old school furniture and added there would not be vehicles or other large equipment.

Mr. Bryant noted that the five-year timeframe to allow for the warehouse use seemed long. Mr. Gattshall replied that this was the result of the poor economy and resulting lack of state funding, which he didn't see getting better soon. He discussed the District's plan for a new central warehouse and bus garage at a site near Jenkins Middle School, which had been partially funded in the past, but there were not sufficient funds to develop the facility.

Ms. Criswell asked what happened to past funding for the new warehouse approved by the previous School Board administration. Mr. Gattshall said that he believed these funds were withheld for a "safety net" for the District.

Mr. Cavuoti pointed out that the playground equipment that had been stored near Prosper Street had been auctioned off, but some fell apart while being removed and remained on the site for a period of time until it was finally cleaned up.

A resident made the point that five years was too long for the warehouse to remain and at the last meeting timeframes ranging between six months and two years were mentioned.

Mr. Cavuoti went over the history of this issue and noted that the Superintendant had told the residents that they would not do anything unless forced to by the City.

Ms. Bryan noted that for several days last week she counted 25 cars coming and going from the Annex back parking lot onto Cleveland Ave., and this was just part of the day. Mr. Gattshall pointed out that when it was a school there was more traffic from school employees. Ms. Bryan responded that when it was a school the traffic consisted of employees arriving at around 8 AM, and then leaving around 4 PM, with no activity between the two times. Now all through the day there is traffic coming and going from the Cleveland St. entrance, which she believes should be closed. Mr. Cavuoti added that the training center gets between 50 to 75 cars for events. He referenced a June 2011 email from Mr. Crowe that noted the presence of an 18-wheeler unloading in the front parking lot and noise of forklifts and the fact that this was a zoning violation. He said that all traffic should access the rear parking areas with a new driveway that could be located between Wings 2 and 3 – there was 30 or 40 feet of space that would allow for this. Mr. Gattshall responded that it would cost $75,000 to $100,000 to pave a new road into the back and there was not funding for this.

Mr. Cavuoti noted that the warehouse just should not be there. Mr. Gattshall said that it cost $60,000-$75,000 annually to use Matthews Storage for the warehouse, again there was no funding for this.

Mr. Bryant noted that the US Foods 18-wheeler truck was back and had been seen twice last week cutting through the neighborhood to get to the elementary school. Mr. Gattshall noted that the driver had been told not to do this and he would make sure the message got through.

Mr. Euzor said he used to deliver supplies to schools, which got regular delivers of food, classroom supplies - each school had a warehouse function. A resident pointed out the difference was this warehouse is a central hub on a larger scale.

Mr. Cavuoti said that the neighbors did not want the pocket park and this was recommended by someone who lived two blocks away. Mr. Gattshall said the School District did not have the funding for this park. Mr. Crowe said that this was suggested for the PUD but would not happen unless the neighbors supported it.

Mr. Crowe was asked about some confusion about the PUD already being considered by the City. Mr. Crowe said that this was another issue that involved revamping the PUD ordinance to allow PUDs in public land use categories. This change did allow the use of a PUD for the warehouse. Commissioner Kitchens said that she had opposed this ordinance and had voted against it. Mayor Myers noted that this PUD ordinance change provided the City with more flexibility to deal with development issues and neighborhood protection.

Mr. Crowe again went over the next steps of the Planning Board meeting and then City Commission consideration of this item. Mayor Myers thanked everyone for attending and the meeting ended at 6:55 PM.

Meeting summary by Thad Crowe.

Case 12-16
Request for a Conditional Use for Outdoor Promotional Sales
111 Town and Country Drive (Kmart Parking Lot)
Applicant: Revenue Properties Town & Country

STAFF REPORT

DATE: March 27, 2012

TO: Planning Board members

FROM: Thad Crowe, AICP
Planning Director

APPLICATION REQUEST

Conditional Use allowing outdoor promotional sale of automobiles in the Kmart/Bealls parking lot. Required public notice included legal advertisement, property posting, and letters to nearby property owners (within 150 feet).

APPLICATION BACKGROUND

Outdoor promotional sales are regulated by Zoning Code Section 94-200. Similar auto sales have occurred in 2008 (1020 S SR 19), 2003 (1st Coast Community Credit Union on S. Palm Ave., twice at the Palatka Mall) and 2002 (Mall). The event would take place between May 2-6 and the sales would occur within a thirty-by-sixty foot tent, with eight employees. The tent and auto display area would displace between 75 and 80 parking spaces in a square area located in front of the Bealls Outlet store.

An outdoor promotional sale is defined in the Zoning Code as:

> *a temporary sale, not to exceed 72 hours in duration, held outside of or away from a vendor's or merchant's normal business facility or location. Such sales may include those referred to as: "midnight madness", "truck sale", "tent sale", "sidewalk sale", "going out of business sale", "overstock sale", and similar promotions.*

The proposed auto tent sale fits into this category. No further clarification is provided on whether the 72 hours applies to the overall time period of the sale, or to the actual and cumulative sale hours. Previous requests have been approved for time periods of up to five days; therefore Staff interprets this time limit to apply to cumulative hours. This would allow a six day sale, up to twelve hours each day (or variations of hours during that time period that does not exceed the 72 hour total).

PROJECT ANALYSIS

The Zoning Code provides several restrictions on this and other outdoor sales events:

- No activities on public rights-of way.
- Not more than one event in a six month timeframe.
- An additional business regulatory fee is required, equal to .5 percent of the total value of goods offered, not to exceed $1,500.
- Proof of the value of the goods must be provided at the time of the fee payment.

Figure 1 (above): Property Location
Figure 2 (below): Parking Lot from West

- Nonprofit organizations are exempt from the fee if proof of nonprofit status is provided.
- A tent permit will be required; applicant will need to forward a copy of the fire retardant certificate at the time of permit issuance.

Regarding these restrictions and as shown in the Applicant's attached sketch plan, the tent will not be placed on any public rights-of-way. All sides of the tent will be accessible to emergency vehicles. The additional fee will be assessed as it is a store sale and not run by a non-profit entity for charity purposes.

Per Section 94-200(c)(3) the Planning Board shall review such an application to ensure protection of the public health, safety, and general welfare. In addition to normal concerns of the planning board in considering conditional use requests, particular attention shall be given to traffic flow and control, auto and pedestrian safety, and the effect which such use and activity will have on surrounding uses, particularly where the adjoining use is residential.

Public Health, Safety, and General Welfare

Staff does not believe that the proposed event will negatively impact the public health, safety, and general welfare of surrounding properties and the City as a whole.

Traffic Flow and Auto Safety

The event area is a square that includes the parking lot approximately 120 feet from the building front of Bealls Outlet Store. The area is approximately 225 by 280 feet, constituting close to 1.5 acres. An observation of traffic patterns in the shopping center revealed that there is regular use of the informal north-south driveway that runs along the south side of the parking lot (away from the building) – due to the difficulty of left turns onto SR 19 from the main Publix driveway, motorists travel on this driveway over to St. Johns Avenue. The event area would block this driveway. Staff recommends that this driveway remain open to avoid traffic problems. In addition, staff observed more cars parking in the smaller parking area in front of Bealls – to minimize parking displacement staff recommends configuring the event area into more of a rectangular shape, and moving it more into the Kmart lot.

Pedestrian Safety

The sales event is self-contained, with customer parking, display parking, and sales occurring in the same area, therefore pedestrian activity will be minimal.

Effect on Surrounding Uses

Impacts would be exclusively on adjacent uses and pertain to loss of parking for Kmart and Bealls Outlet Store. The non-storage space for Kmart and Bealls together is around 82, 000 square feet, which requires 410 parking spaces by Code. The two stores have 482 parking spaces, so the proposed removal of 75-80 parking spaces is approximately the amount of excess parking for the two lots. In addition the site was surveyed several times to determine parking capacity - as shown below the parking lots are not crowded even during peak shopping times.

Table 2: Parking Counts

Date/Time	# Cars
March 22 (Thursday), 11:00 AM	72
March 23 (Friday), 6:15 PM	70
March 24 (Saturday), 1:00 PM	65

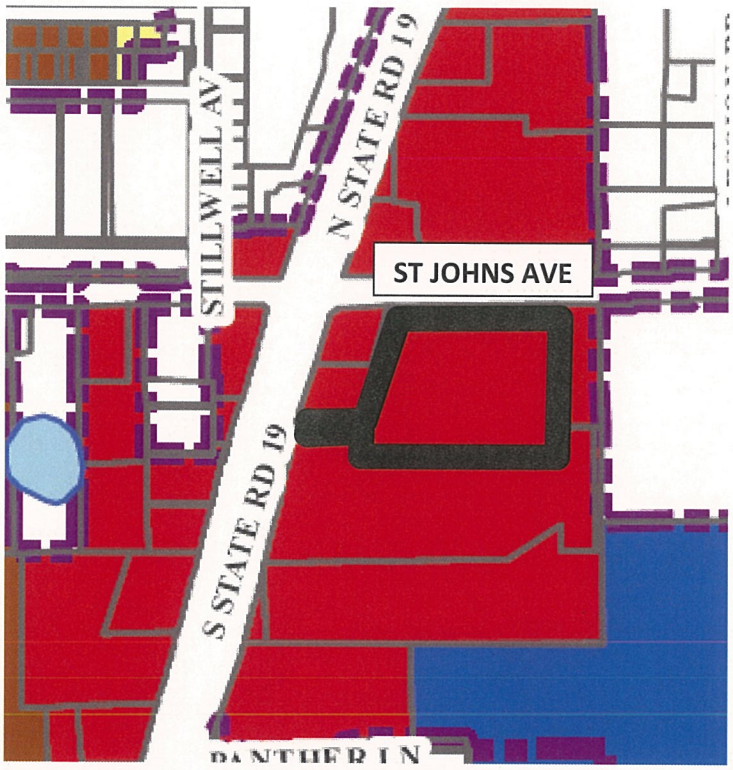
STAFF RECOMMENDATION

As demonstrated in this report, this application meets applicable outdoor promotional sales criteria with staff recommendations. Staff recommends approval of Case 12-16, outdoor promotional sales of automobiles between May 2 and May 6 in the Kmart/Bealls parking lot, in accordance with the Applicant's site plan, and with the following recommendations.

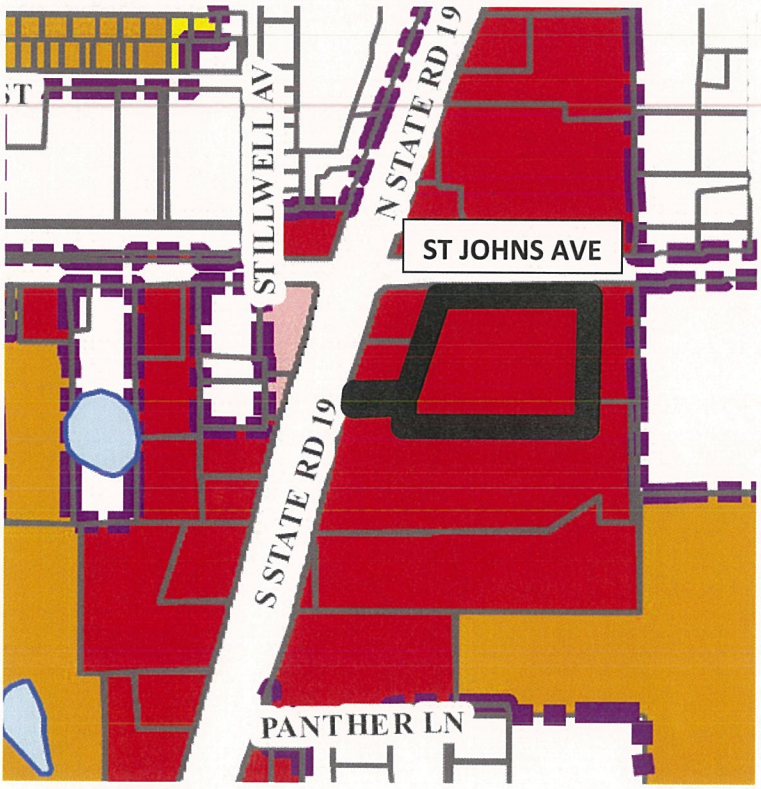
1. Cumulative sales hours cannot exceed 72.
2. North-south driveway along western property boundary shall remain unobstructed.
3. Event area shall be shifted to the north and shall be more rectangular in nature so as to displace less parking, particularly parking in front of Bealls.
4. Any temporary on-site lighting shall be shielded and aimed downward to reduce glare.
5. Any signage must be reviewed and approved prior to installation.
6. Tent permits are required.
7. All vendors must possess current City occupational licenses.

ATTACHMENTS: APPLICANT NARRATIVE
APPLICANT SKETCH PLAN
LAND USE AND ZONING MAP

111 TOWN AND COUNTRY DR.
FUTURE LAND USE



ZONING



Description: Auto Tent Sale

Dealer Name: Town and Country Select

Location: Palatka Kmart- 111 Town and Country Drive, Palatka, FL

Dates: May 2-6, 2012

Times: 9am-9pm

To Whom It May Concern:

We would like to request permission to hold an automotive tent sale in the parking lot of the Palatka Kmart. We would like to put up a 30X60 tent and sell automobiles to the public. We will be using around 75-80 parking spaces in the Kmart Shopping Center. We will have 8 employees on staff. Thank you for your consideration. If you have any questions, please contact me at 352.360.8565.

Sincerely,

Missy Wise

Town and Country Select

Palatka Kmart Site Plan

(111 Town and Country Drive, Palatka, FL)

*Proposed use will not create traffic congestion or hazards at requested location.
*The tent will be 10+ feet back from the property line and right of way.

Tent (30Lx60W staked tent)

Tent (20X20)

Port-o-potties (1 regular/1 handicapped)

Dumpster

Balloon saying "Auto Tent Sale" (10ft set back)

Ingress/Egress

Case 12-17: 410 S. State Road 19 (County EOC)
Request to Amend Comprehensive Plan Map from COM to PB, and Rezone to C-2 to PBG-1
Applicant: Putnam County BoCC

STAFF REPORT

DATE: March 27, 2012

TO: Planning Board members

FROM: Thad Crowe, AICP, Planning Director

APPLICATION REQUEST

To annex, amend FLUM from COM (Commercial) to PB (Public Buildings and Facilities), and rezone from C-2 (Intensive Commercial) to PBG-1 (Public Buildings and Grounds). Required public notice included legal advertisement, property posting, and letters to nearby property owners (within 150 feet). City departments had no objections to the proposed actions.

Figure 1: Sites and Vicinity Map

APPLICATION BACKGROUND

The property is partially developed with the Putnam County Emergency Operations Center building fronting on SR 19, a gated parking lot behind the building, and a wooded area in the northwest portion of the site, which is intended to eventually be developed for a warehouse. The following table shows site and surrounding property use classifications (see also attached maps).

Table 1: Use Classifications

Property	FLUM	Zoning	Existing Use
Site	COM (Commercial)	C-2 (Intensive Commercial)	EOC
Property to North	COM (Commercial)	C-2 (Intensive Commercial)	Small shopping center
Property to South	COM (Commercial)	C-2 (Intensive Commercial)	Bank of America
Property to West	RH (Residential High Density)	R-3 (Multi-Family Residential)	Apartments
Property to East	COM (Commercial)	C-2 (Intensive Commercial)	Retail uses

PROJECT ANALYSIS

Future Land Use Analysis

The 2011 Florida House Bill 7129 provides amended criteria for consideration of comprehensive plan amendments under F.S. 163-3187, shown in italics below (staff response follows each criterion, and comprehensive plan extracts are underlined).

List Goals, Objectives, and Policies of the Comprehensive Plan that support the proposed amendment.

The application does not conflict with goals, objectives and policies of the Comprehensive Plan. The following policy describes the land use category that has been requested.

Policy A.1.9.3
Land Development Regulations adopted, to implement this Plan shall be based on the following land use standards:
A. Land Use Districts
5. Public Buildings and Grounds (11 acres)
Lands designated in this category of use include a broad variety of public and quasi-public activities such as schools, churches, government buildings, hospitals, etc. The intensity of development in this land use category, as measured by impervious surface, shall not exceed 65 percent. The maximum height shall not exceed 40 feet.

Staff Response: this land use category is suitable for the EOC use. Development on the property does not exceed the impervious surface and height limitations above.

Provide analysis of the availability of facilities and services.

Staff Response: the property is in close proximity to a range of urban services and infrastructure.

Provide analysis of the suitability of the plan amendment for its proposed use considering the character of the undeveloped land, soils, topography, natural resources, and historic resources on site.

Staff Response: not applicable as the site is developed.

Provide analysis of the minimum amount of land needed as determined by the local government.

Staff Response: not applicable, as this is to be determined at the next revision of the overall Comprehensive Plan.

Demonstrate that amendment does not further urban sprawl, as determined through the following tests.

- *Low-intensity, low-density, or single-use development or uses*
- *Development in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.*
- *Radial, strip, isolated, or ribbon development patterns.*
- *Development that fails to adequately protect and conserve natural resources and agricultural activities.*
- *Development that fails to maximize use of existing and future public facilities and services.*
- *Development patterns or timing that will require disproportional increases in cost of time, money and energy in providing facilities and services.*
- *Development that fails to provide a clear separation between rural and urban uses.*
- *Development that discourages or inhibits infill development and redevelopment.*
- *Development that fails to encourage a functional mix of uses.*
- *Development that results in poor accessibility among linked or related land uses.*

Staff Response: the EOC's location within the City's urbanized area ensures that urban services are available and provides a centralized location for the County's emergency management system. This use does not represent urban sprawl.

Rezoning Analysis

Per Section 94-38 of the Zoning Code, the Planning Board must study and consider the proposed zoning amendment in relation to the following criteria, which are shown in *italics* (staff response follows each criterion).

1) When pertaining to the rezoning of land, the report and recommendations of the planning board to the city commission required by subsection (e) of this section shall show that the planning board has studied and considered the proposed change in relation to the following, where applicable:

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

Staff Response: as previously noted, the application does not conflict with the Comprehensive Plan.

b. The existing land use pattern.

Staff Response: this part of State Road 19 is an fully-developed commercial corridor with a mix of retail, restaurant, and service uses. The EOC's principal office use and anticipated accessory warehouse use is compatible with other uses in the corridor. Compatibility with the existing multi-family residential use to the west will be provided through a required landscape buffer.

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

Staff Response: Public uses are also often isolated uses as they occur relatively infrequently and are not always grouped together.

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

Staff Response: as an existing use, impacts to City facilities will be marginal.

e. Whether existing district boundaries are illogically drawn in relation to existing conditions on the property proposed for change.
Staff Response: the boundaries appropriately contain the parcel as a whole.

f. Whether changed or changing conditions make the passage of the proposed amendment necessary.
Staff Response: conditions have not changed.

g. Whether the proposed change will adversely influence living conditions in the neighborhood.
Staff Response: the change will not adversely affect living conditions in the area.

h. Whether the proposed change will create or excessively increase traffic congestion or otherwise affect public safety.
i. Whether the proposed change will create a drainage problem.
j. Whether the proposed change will seriously reduce light and air to adjacent areas.
Staff Response: impacts will be marginal as this is an existing use and the proposed warehouse use will generate minimal traffic and tree mitigation will be required.

k. Whether the proposed change will adversely affect property values in the adjacent area.
Staff Response: see response to g. above.

l. Whether the proposed change will be a deterrent to the improvement or development of adjacent property in accord with existing regulations.
Staff Response: not applicable as this is an existing use.

m. Whether the proposed change will constitute a grant of special privilege to an individual owner as contrasted with the public welfare.
Staff Response: providing a zoning designation to a property that is compatible with the existing use and surrounding area is not a grant of special privilege.

n. Whether there are substantial reasons why the property cannot be used in accord with existing zoning.
Staff Response: while the current zoning allows the office use, a public use like this is more appropriate in a public zoning category. Additionally, the commercial zoning would not allow the warehouse use which would be allowable in the PBG-1 zoning as a customarily accessory use to the public use.

o. Whether the change suggested is out of scale with the needs of the neighborhood or the city.
Staff Response: the scale of the existing and planned development is similar to that of surrounding development.

p. Whether it is impossible to find other adequate sites in the city for the proposed use in districts already permitting such use.
Staff Response: not applicable as this is an existing use.

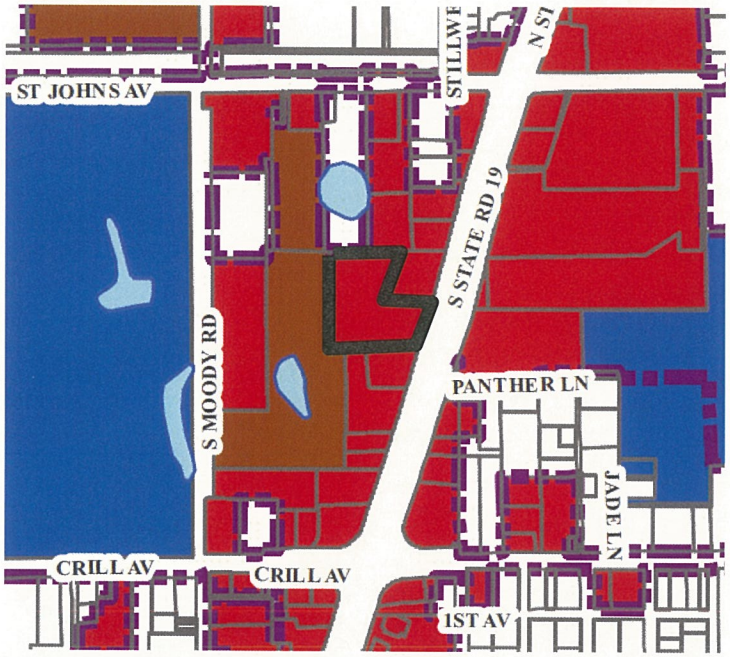
q. The recommendation of the historical review board for any change to the boundaries of an HD zoning district or any change to a district underlying an HD zoning district.
Staff Response: not applicable.

STAFF RECOMMENDATION

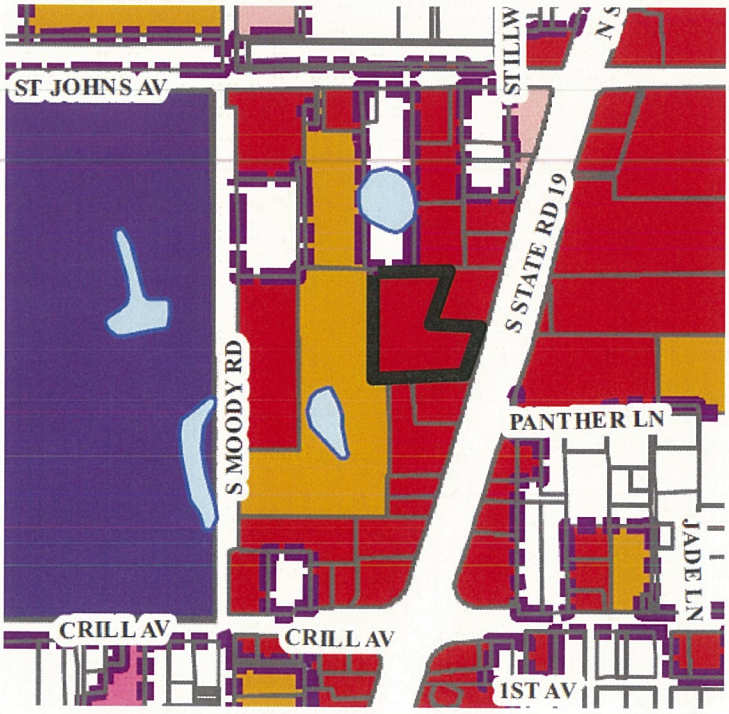
As demonstrated in this report, this application meets applicable future land use amendment and rezoning criteria. Staff recommends approval of amending the future land use map category to PB and rezoning to PBG-1 for 410 N. State Road 19.

ATTACHMENTS: APPLICANT NARRATIVE AND JUSTIFICATION
FLUM & ZONING MAP

FUTURE LAND USE MAP



ZONING MAP



CITY OF PALTAKA
REZONING APPLICATION

For
410 South SR 19
County Emergency Operations Center Property

Project Narrative

This requested rezoning is the companion to a request to amend the Future Land Use on the subject property. The request is to rezoning 4.78 acres from Commercial (C-2) to Public Building & Grounds (PBG-1). The Putnam County Emergency Operations Center is located on the subject property. The purpose of the rezoning request is to bring the zoning consistent with the proposed future land use and to better align the existing use and ownership of the property with the zoning. The parcel is presently zoned as Intensive Commercial C-2. The City defines this zoning district as "intended for intensive, highly automotive-oriented uses..." Public Building & Grounds (PBG-1) is defined as including public uses and/or public services activities. The PBG-1 zoning is more appropriate for the present use of the property as the County EOC facility.

The rezoning along with the change in land use are meant as a corrective measure and is intended to recognize the existing use of the parcel as the Putnam County Emergency Operations Center. This rezoning request is compatible with the accompanying request for land use change for this parcel. This zoning request is in keeping with the adopted Comprehensive Plan, and does not conflict with other plan elements of that plan (See Comprehensive Plan Consistency analysis submitted as support for the Future Land Use Map Amendment for this parcel).

This is a developed parcel with the existing use to remain so there will be no increase demand on public facilities or services. All utilities are provided by the City of Palatka. Development on the site is served by an existing permitted drainage system. There will be now new impact on schools, roads and other public facilities or public safety resulting from this zoning change. No new development is proposed associated with this zoning change. The change will not result in insolated district and is consistent with surrounding uses and zoning classifications.

DEED
&
LEGAL DESCRIPTION

EXHIBIT "A"

LEGAL DESCRIPTION OF SUBJECT PROPERTY

A tract of land situated in the West 1/2 of the NW¼ of Section 11, Township 10 South, Range 26 East, being a part of lands described in O.R. Book 298, page 328 of the public records of Putnam County, Florida and being more particularly described as follows:

Commencing at the Northeast corner of the West 1/2 of the NW¼ of Section 11, Township 10 South, Range 26 East and run thence S 1°06'15" E, along the East line of said West 1/2 of the NW¼, a distance of 1003.2 feet (15.20 chains) to a concrete monument at the Southeast corner of lands described in Deed Book "M", page 671 and Deed Book 37, page 311 of said public records. Thence run S 89°00'45" W, along the South line of said lands, a distance of 25.48 feet to a concrete monument on the Westerly right-of-way of State Road #19, being the Northeasterly corner of lands described in O.R. Book 377, page 1319 of said public records. Thence run S 16°44'24" W, along said Westerly right-of-way, being the Easterly line of lands described in O.R. Book 377, page 1319, a distance of 300.0 feet to a concrete monument at the Southeasterly corner of said lands and the point of beginning of this description. From point of beginning (1) continue S 16°44'24" W, along the Westerly right-of-way of State Road #19, a distance of 250.0 feet to a concrete monument. (2) Thence run S 89°00'45" W, parallel with the North line of lands described in O.R. Book 298, page 328, a distance of 450.0 feet to a concrete monument. (3) Thence run N 1°04'11" W, parallel with the West line of the NW¼ of Section 11, a distance of 523.88 feet to a concrete monument on the North line of lands described in O.R. Book 298, page 328. (4) Thence run N 89° 00'45" E, along said North line, a distance of 368.22 feet to a concrete monument at the Northwesterly corner of lands described in O.R. Book 377, page 1319 of said public records. (5) Thence run S 16°44'24" W, along the Westerly line of said lands, a distance of 300.0 feet to a concrete monument at the Southwesterly corner of lands described in O.R. Book 377, page 1319. (6) Thence run N 89°00'45" E, along the South line of said lands, a distance of 250.0 feet to the point of beginning and to close.

TOGETHER WITH a right-of-way easement to construct, operate, and maintain, such lines or systems of storm drainage facilities or related services upon and over a strip of land 20 feet wide situated in the W 1/2 of the NW¼ of Section 11, Township 10 South, Range 26 East, being a part of lands described in O.R. Book 298, page 328 of the public records of Putnam County, Florida, and more particularly described as follows: Commencing at the Northeast corner of the W 1/2 of the NW¼ of Section 11, Township 10 South, Range 26 East, and run thence S 1°06'15" E, along the East line of said W 1/2 of the NW¼, a distance of 1003.2 feet (15.20 chains) to a concrete monument at the Southeast corner of lands described in Deed Book "M", page 671 and Deed Book 37, page 311 of said public records. Thence run S 89°00'45" W, along the South line of said lands, a distance of 25.48 feet to a concrete monument on the Westerly right-of-way line of State Road No. 19, being the Northeasterly corner of lands described in O.R. Book 377, page 1319 of said public records. Thence run S 16°44'24" W, along said Westerly right-of-way line, a distance of 550.0 feet to a concrete monument. Thence run S 89°00'45" W, parallel with the North line of lands described in O.R. Book 298, page 328, a distance of 450.0 feet to a concrete monument and the Point of Beginning of this description. From Point of Beginning (1) run thence S 55°46'15" W, a distance of 145.0 feet. (2) Run thence N 34°13'45" W, a distance of 20.0 feet. (3) Run thence N 55°46'15" E, a distance of 158.1 feet. (4) Run thence S 1°04'11" E, a distance of 23.9 feet to the Point of Beginning and to close.

Return to: (enclose self-addressed stamped envelope)

Name: Russell Castleberry

Address: P.O. Box 758
Palatka, Fl 32178

This Instrument Prepared by: Warren Wilhite
Palatka Abstract & Title Guaranty Co. Inc.
Address: 113 North 4th Street
Palatka, Fl 32177

Property Appraisers Parcel Identification (Folio) Number(s):
11-10-26-0000-0513-0020

Grantee(s) S.S. #(s):

WARRANTY DEED
LONG FORM

RAMCO FORM 1

©Seminole Paper & Printing Co., Inc. 1987

DS ST DEED .70 : 7875.00 BK 1040 PG 1958

FILE #: 0000542161
Page 1 of 2

SPACE ABOVE THIS LINE FOR PROCESSING DATA — SPACE ABOVE THIS LINE FOR RECORDING DATA

This Warranty Deed *Made the* 17th *day of* June *A.D.* 2005 *by* J. C. Lanham, Jr., as to an undivided 31.9874 interest, and C. Butler Lanham, as to an undivided 30.1206 interest, and Melvin E. Lanham, as to an undivided 37.8920 interest, conveying non-homestead property *hereinafter called the grantor, to* Board of County Commissioners of Putnam County, Florida

whose post office address is c/o Russell Castleberry
P.O. Box 758
Palatka, Fl 32178

hereinafter called the grantee:

(Wherever used herein the terms "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 corporations)

0000542161

Witnesseth: *That the grantor, for and in consideration of the sum of* $10.00 & OVC *and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee all that certain land situate in* Putnam *County, State of* Florida *, viz:*

A tract of land situated in the West 1/2 of the NW¼ of Section 11, Township 10 South, Range 26 East, being a part of lands described in O.R. Book 298, page 328 of the public records of Putnam County, Florida and being more particularly described as follows:
Commencing at the Northeast corner of the West 1/2 of the NW¼ of Section 11, Township 10 South, Range 26 East and run thence S 1°06'15" E, along the East line of said West 1/2 of the NW¼, a distance of 1003.2 feet (15.20 chains) to a concrete monument at the Southeast corner of lands described in Deed Book "M", page 671 and Deed Book 37, page 311 of said public records. Thence run S 89°00'45" W, along the South line of said lands, a distance of 25.48 feet to a concrete monument on the Westerly right-of-way of State Road #19, being the Northeasterly corner of lands described in O.R. Book 377, page 1319 of said public records. Thence run S 16°44'24" W, along said Westerly right-of-way, being the Easterly line of lands described in O.R. Book 377, page 1319, a distance of 300.0 feet to a concrete monument at the Southeasterly corner of said lands and the point of beginning of this description. From point of beginning (1) continue S 16°44'24" W, along the Westerly right-of-way of State Road #19, a distance of 250.0 feet to a concrete monument. (2) Thence run S 89°00'45" W, parallel with the North line of lands described in O.R. Book 298, page 328, a distance of 450.0 feet to a concrete monument. (3) Thence run N 1°04'11" W, parallel with the West line of the NW¼ of Section 11, a distance of 523.88 feet to a concrete monument on the North line of lands described in O.R. Book 298, page 328. (4) Thence run N 89° 00'45" E, along said North line, a distance of 368.22 feet to a concrete monument at the Northwesterly corner of lands described in O.R. Book 377, page 1319 of said public records. (5) Thence run S 16°44'24" W, along the Westerly line of said lands, a distance of 300.0 feet to a concrete monument at the Southwesterly corner of lands described in O.R. Book 377, page 1319. (6) Thence run N 89°00'45" E, along the South line of said lands, a distance of 250.0 feet to the point of beginning and to close.
TOGETHER WITH a right-of-way easement to construct, operate, and maintain, such lines or systems of storm drainage facilities or related services upon and over a strip of land 20 feet wide situated in the W 1/2 of the NW¼ of Section 11, Township 10 South, Range 26 East, being a part of lands described in O.R. Book 298, page 328 of the public records of Putnam County, Florida, and more particularly described as follows: Commencing at the Northeast corner of the W 1/2 of the NW¼ of Section 11, Township 10 South, Range 26 East, and run thence S 1°06'15" E, along the East line of said W 1/2 of the NW¼, a distance of 1003.2 feet (15.20 chains) to a concrete monument at the Southeast corner of lands described in Deed Book "M", page 671 and Deed Book 37, page 311 of said public records. Thence run S 89°00'45" W, along the South line of said lands, a distance of 25.48 feet to a concrete monument on the Westerly right-of-way line of State Road No. 19, being the Northeasterly corner of lands described in O.R. Book 377, page 1319 of said public records. Thence run S 16°44'24" W, along said Westerly right-of-way line, a distance of 550.0 feet to a concrete monument. Thence run S 89°00'45" W, parallel with the North line of lands described in O.R. Book 298, page 328, a distance of 450.0 feet to a concrete monument and the Point of Beginning of this description. From Point of Beginning (1) run thence S 55°46'15" W, a distance of 145.0 feet. (2) Run thence N 34°13'45" W, a distance of 20.0 feet. (3) Run thence N 55°46'15" E, a distance of 158.1 feet. (4) Run thence S 1°04'11" E, a distance of 23.9 feet to the Point of Beginning and to close.

05
18
93

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, and hereby 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 .

In Witness Whereof, *the said grantor has signed and sealed these presents the day and year first above written.*

Signed, sealed and delivered in the presence of:

Sonya Hancock
Witness Signature (as to Grantor)
Sonya Hancock
Printed Signature

Witness Signature (as to Grantor)
Tonya Lynn Barker
Printed Signature

Sonya Hancock
Witness Signature (as to Grantor)
Sonya Hancock
Printed Signature

Witness Signature (as to Grantor)
Tonya Lynn Barker
Printed Signature

Sonya Hancock
Witness Signature (as to Co-Grantor, if any)
Sonya Hancock
Printed Signature

Witness Signature (as to Co-Grantor, if any)
Tonya Lynn Barker
Printed Signature

J. C. Lanham
Grantor Signature L.S.
J. C. Lanham, Jr.
Printed Signature
1035 Lorenzo Davis Rd.
Post Office Address
Eastover, S.C. 29044

C. Butler Lanham
Grantor Signature L.S.
C. Butler Lanham
Printed Signature
1041 Garners Ferry Rd.
Eastover S.C. 29044

Melvin E. Lanham
Co-Grantor Signature, if any L.S.
Melvin E. Lanham
Printed Signature
301 Tillinghast Rd
Post Office Address
Eastover, SC 29044

STATE OF South Carolina)
COUNTY OF Richland)

I hereby Certify that on this day, before me, an officer duly authorized to administer oaths and take acknowledgments, personally appeared J. C. Lanham, Jr., C. Butler Lanham and Melvin E. Lanham known to me to be the person s described in and who executed the foregoing instrument, who acknowledged before me that they executed the same, and an oath was not taken. (Check one:) ☐ Said person(s) is/are personally known to me. ☒ Said person(s) provided the following type of identification: drivers license

NOTARY RUBBER STAMP SEAL

Witness my hand and official seal in the County and State last aforesaid this 17th day of June A.D. 2005.

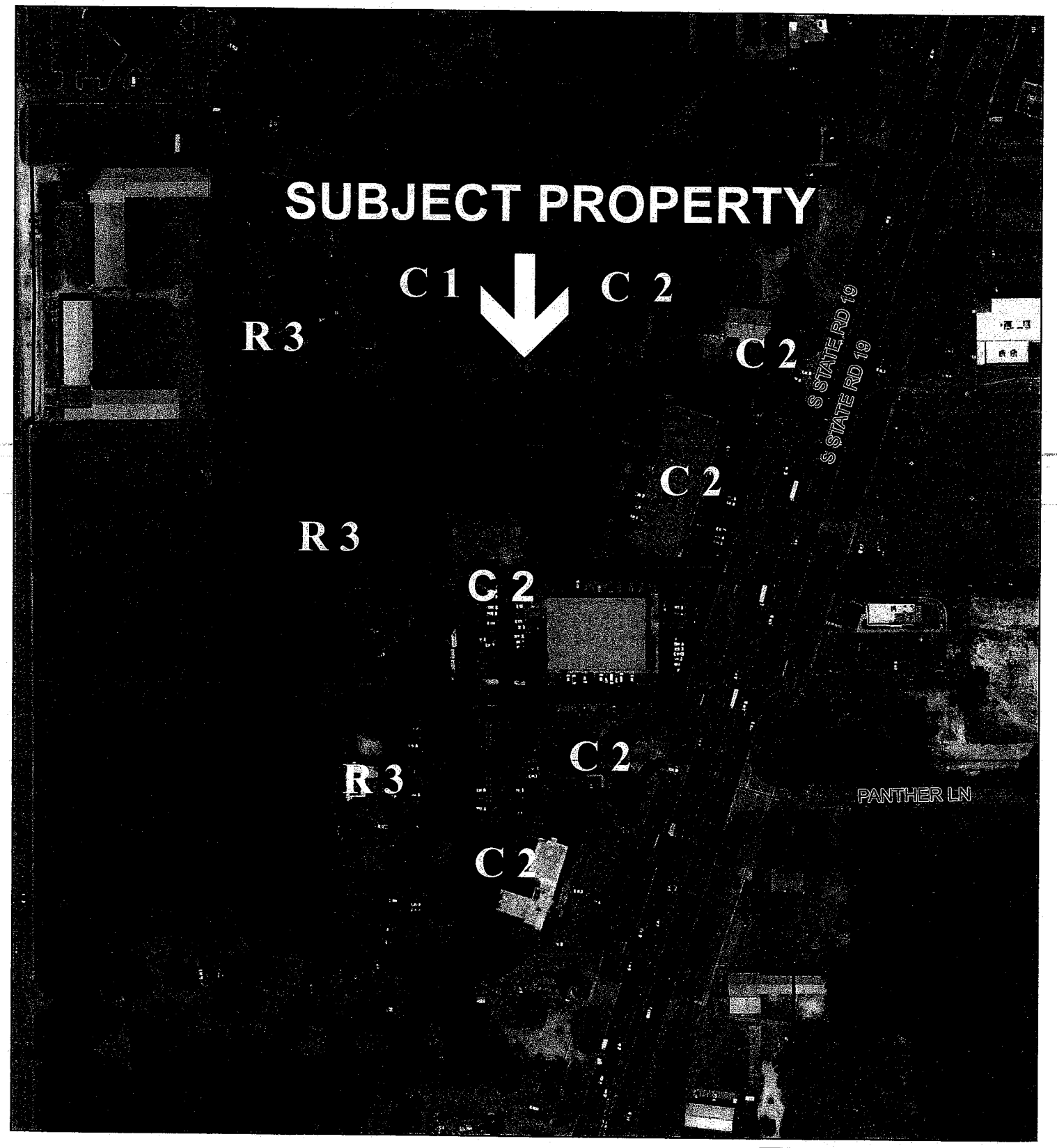
Notary Signature
Tonya Lynn Barker
Printed Notary Signature

05
18
93

TIM SMITH, PUTNAM CO. CLERK OF COURT
RCD: 06/27/2005 @ 15:19

MAPS

EXISTING ZONING
County EOC Property



220 0 220
Feet

PUTNAM COUNTY

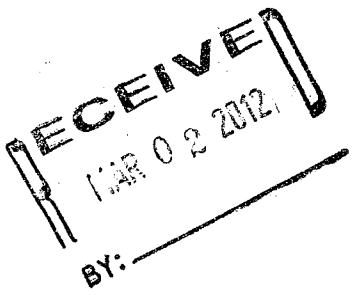
Parcel(s):

Prepared By:
EMERGENCY SERVICES
PUTNAM COUNTY, FLORIDA
2009

CITY OF PALATKA
COMPREHENSIVE PLAN AMENDMENT
APPLICATION

For
410 South SR 19
Emergency Operations Center Property

SMALL SCALE FUTURE LAND USE AMENDMENT



PROJECT NARATIVE

Project Overview/Purpose

This is a small scale amendment to the City of Palatka Future Land Use Map to change 4.78 acres from Commercial land use designation to Public Buildings and Grounds land use designation.

The subject property is located at 410 South SR 19 within the incorporated City of Palatka. The parcel is the location of the Putnam County Emergency Operations Center (EOC). The purpose of this land use change request is to bring the existing public use and ownership of the land consistent with the appropriate land use designation.

Pursuant to Policy A.1.9.3 of the City's Comprehensive Plan, uses within the Public Facilities and Grounds land use category "include a broad variety of public and quasi-public activities such as schools, churches, government buildings, hospitals, etc.", while the Commercial land use category is intended for activities that are predominantly associated with the sale, rental, and distribution of products or the performance of service. The Public Facilities and Grounds land use category is more appropriate for the existing use of the site as the County EOC.

Intensity of development

The proposed land use change will result in a reduction in overall density allowed for the subject property. Pursuant to Policy A.1.9.3 of the City's Comprehensive Plan the intensity of commercial use, as measured by impervious surface, should not exceed 70 percent of the parcel while the intensity of development under the Public Buildings and Grounds land use category, as measured by impervious surface, shall not exceed 65 percent.

Surrounding Uses

The parcel is fronted on the east by SR 19. North and south of the parcel are existing commercial land uses with C-2 zoning. The entire western portion of the property abuts Residential High Density (RH) Land Use with R-3 Zoning and is within the City of Palatka. The northwest corner of the property abuts a parcel located in unincorporated Putnam County which is designated as Urban Service Land Use on the County FLUM with C-1 Zoning on the County Zoning Map.

Infrastructure

The subject property is already developed and is the site of the County Emergency Operations Center. The proposed land use change from Commercial to Public Buildings & Grounds is requested to match the present use and ownership of the parcel with the more appropriate land use category as defined in the City's Comprehensive Plan. No new development is anticipated resulting from this change. The overall maximum intensity allowed on the parcel will be reduced with this land use change.

Water and wastewater is presently and will continue to be provided by the City of Palatka. This change in land use will not result in an increase demand for either potable water or wastewater capacity, as no additional development is proposed associated with this land use change. The City of Palatka Water Treatment Plant has a design capcity of 5.0 MGD. Consumptive Use Permit #8144 was issued to the City of Palatka on May 8, 2007. The CUP

allocation for 2012 is 2.44 MGD. According to data form the St. Johns River Water Management District water consumption in 2011 was 1.59 MGD for City utilities.

Current year CUP allocation:	2.44 MGD
Consumption in the previous calendar year:	1.59 MGD
Available capacity for future use:	0.85 MGD
Projected demand from proposed land use change:	0.00 MGD*

* The proposed change in land use will not result in additional development on the subject property. The existing development is included as background in the City of Palatka CMS. The overall maximum intensity of development is reduced with the land use change from Commercial to Public Buildings and Grounds based on maximum allowable impervious surface area.

CUP # 8114 DATA

	Month	Gallons
2010		
	Jul	55303589
	Aug	48161350
	Sep	54795476
	Oct	50434114
	No	44848905
	Dec	45666925
2011		
	Jan	39899600
	Feb	43635800
	Mar	54980030
	Apr	50563800
	May	44688046
	Jun	48687054
CUP 8114	**Total**	**581664689**
		1.593602

water use last 12 months = 1.59 mgd
CUP allocation for 2012 = 2.44 mgd

Access to the parcel is via SR 19. State Road 19 runs north-south from U.S. 17 to the Marion County line, passing through the City of Palatka. S.R. 19 is classified as a minor arterial roadway by the Florida Department of Transportation and is a 6 lane facility in the area of the subject property. Recent traffic counts indicate that S.R. 19 carries approximately 23,851 vehicles a day north of St. Johns Avenue. The City has adopted Level of Service (LOS) D on SR 19. According to Generalized Annual Daily Volumes for Florida's Urbanized Areas, a 6-lane state signalized arterial with 2 to 4.65 signals per mile has a service volume capcity of 37,275 vehicle per day. Therefore, SR 19 meets the

adopted LOS for the facility. The change in land use will not result in any additional trips impacting the roadway.

St Johns Avenue between SR 19 and SR 20 is classified as a 2-lane, urban minor arterial. The most recent traffic counts indicate that St. Johns Avenue carries 11,398 vehicles per day on this segment of the roadway. The City has adopted LOS D for this facility. According to Generalized Annual Daily Volumes for Florida's Urbanized Areas, a 2-lane state signalized arterial with 2 to 4.5 signals per mile has a service volume capcity of 15,200 vehicles per day. Based on the recent traffic count of 11,398 vehicles per day, St. Johns Avenue meets the adopted LOS as adopted by the City. The change in land use will not result in any additional trips impacting the roadway.

Supplemental Information

Soils

The Zolfo series consists of very deep, somewhat poorly drained soils that formed in thick beds of sandy marine deposits. These soils are on low broad landscapes that are slightly higher than adjacent flatwoods on the lower Coastal Plain of Central Florida. Slopes range from 0 to 5 percent.

The Tavares series consists of very deep, moderately well drained, rapidly or very rapidly permeable soils on lower slopes of hills and knolls of the lower Coastal Plain. They formed in sandy marine or eolian deposits. Near the type location, the mean annual temperature is about 72 degrees F., and the mean annual precipitation is about 55 inches. Slopes range from 0 to 8 percent.

The Pomona series consists of very deep, poorly and very poorly drained, moderate to moderately slowly permeable soils on broad low ridges on the Lower Coastal Plain. They formed in sandy and loamy marine sediments. Near the type location, the mean annual temperature is about 72 degrees F., and the mean annual precipitation is about 55 inches. Slopes are 0 to 2 percent

The Ona series consists of poorly drained, moderately permeable soils that formed in thick sandy marine sediments. They are in the flatwood areas of central and southern Florida. Slopes range from 0 to 2 percent.

The Astatula series consists of very deep, excessively drained, rapidly permeable soils that formed in eolian and marine sands. Near the type location, the mean annual temperature is about 73 degrees F., and the mean annual precipitation is about 52 inches. Slopes range from 0 to 30 percent.

Natural Vegetation/Wetlands/Flood Prone Areas

As stated previously, the subject property is the site of the Putnam County Emergency Operations Center (EOC). The existing EOC building and associated parking area are situated on approximately 3.08 acres of the parcel. The remaining 1.7 acres contains a mixed hardwood community which is common throughout the City of Palatka. A review of the

National Wetlands Inventory data indicates there are no wetlands present on the subject property. The subject property is located within Flood Zone C (area of minimal flood) as per Community Panel #120272 0195 A of the Flood Insurance Rate Maps-Effective date September 16, 1981.

URBAN SPRAWL ANALYSIS

Section 163.3177(6)9, Florida Statutes (F.S.), states that any amendment to the future land use element shall discourage urban sprawl. There are thirteen (13) primary indicators that a plan amendment does not discourage the proliferation of urban sprawl included in this Section. This proposed small scale FLUM amendment has been evaluated against the primary indicators of urban sprawl included in 163.3177(6)9, F.S.. The proposed small scale plan amendment **does** discourage the proliferation of urban sprawl based on the analysis of the plan amendment within the context of features and characteristics of the City of Palatka. This analysis is as follows:

Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as low-intensity, low-density, or single –use development or uses.

The subject property is located within an already developed portion of the City of Palatka. The subject parcel is in an area of the City that includes a mix of uses. The parcel has existing commercial development immediately to the west and the east. South of the parcel is existing high density residential development. The proposed amendment does not result in single use low-intensity, low-density development over substantial areas of the City.

Promotes, allows, or designates significant amounts of urban development to occur in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.

The subject property is already developed and located within an existing urban area of the City of Palatka This land use change will not result in any urban development in a rural area of the City or County.

Promotes, allows, or designates urban development in radial strip, isolated, or ribbon patterns generally emanating from existing urban development.

The subject property is located in an already developed/urban area of Palatka. The purpose of the land use change is to bring the use and ownership of the property, The Putnam County EOC, consistent with the appropriate land use designation.

Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other significant natural systems.

There are no wetlands, floodplains, aquifer recharge areas, lakes, rivers, shorelines, beaches, estuarine or other significant natural systems located on or adjacent to the subject property.

Fails to adequately protect silviculture activities, passive agricultural activities, and dormant, unique, and prime farmlands and soils.

There are no silvicultural activities, passive agricultural activities or prime farmlands on or near the subject property.

Fails to maximize use of existing public facilities and services.

Adequate public facilities and service are in place to handle the existing development on the subject property. The change in land use will not result in an increased demand for public facilities or services.

Fails to maximize use of future public facilities.

No new or additional facilities or services will be required as a result of this land use change.

Allows for land use patterns or timing which disproportionately increase the cost in time, money, and energy of providing and maintaining facilities and services, including roads, potable water, sanitary sewer, stromwater management, law enforcement, education, health care, fire and emergency response, and general government.

No new or additional facilities or services will be required as a result of this land use change. Adequate facilities and services exist to support existing development on the subject property. This land use change will result in an actual reduction in the potential maximum intensity of development, which will result in a like reduction in potential demand for infrastructure and services. Stormwater will be handled consistent with objectives and policies adopted in the City's Comprehensive Plan and as permitted by regional agencies.

Fails to provide a clear separation between rural and urban uses.

The subject property is located within the urban portion of the incorporated City of Palatka. This land use change from Commercial to Public Buildings and Grounds in an existing urban area of the City supports the clear separation between rural and urban uses.

Discourages or inhibits infill development or redevelopment of existing neighborhoods and communities.

The subject property is already developed and is located within the incorporated City of Palatka along U.S. 19. U.S. 19 is a major 6-lane commercial thoroughfare passing through the west end of the City. The area is already developed with primarily commercial uses fronting US 19 and residential and other uses existing just off of US 19. This land use change will not inhibit infill development or redevelopment.

Fails to encourage a functional mix of uses.

The subject parcel of land is located in an area already containing a mix of uses. The change from Commercial land use to Public Building and Grounds land use will support a functional mix of uses in this area.

Results in poor accessibility among linked or related land uses.

This is a proposed land use change to an already developed parcel of property. The purpose of the requested change is to better align the present use of the property, as Putnam County EOC, with the appropriate land use; Public Building and Grounds. This change will have no impact of accessibility of linked or related land uses.

Results in the loss of significant amount of functional; open space.

This land use change will not result in the loss of significant amount of open space. The existing County EOC is located on approximately 3 acres of the 4.78 acres subject to this requested land use change. The remaining 1.7 acres are undeveloped. The undeveloped portion of this parcel does not represent a significant amount of functional open space. The open space is not utilized by the public nor does it provide significant habitat for flora or fauna.

COMPREHENSIVE PLAN CONSISTENCY

This proposed small scale land use change of 4.78 acres from Commercial land sue to Public Buildings and Grounds land use is overall consistent with the adopted City of Palatka Comprehensive Plan. The following is an assessment of the proposed change with the objectives and policies of the City's Comp. Plan.

FUTURE LAND USE

Objective A.1.1
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.

The subject property is developed with the Putnam County Emergency Operations Center located on approximately 3.08 acres of the total 4.78 of the parcel. Adequate infrastructure and facilities are in place to support the existing development. The property has commercial uses adjacent to it fronting SR 19. The land use change from Commercial to Public Buildings & Grounds is consistent with this objective and it associated policies.

Policy A.1.1.1
The City of Palatka shall use the latest version of the Flood Insurance Rate Maps promulgated by FEMA to determine the location of the 100-year floodplain and flood prone areas in the City. The City shall, within its Land Development Regulations provide specifications for regulating construction/development within these areas. These specifications will include:

A. Development within the FEMA 100-year flood hazard zone is to be constructed so that the lowest floor elevation is at least one foot above the base flood elevation as established by the FEMA Flood Insurance Rate Maps;

B. Dredging and filling of lands within floodplains shall be limited to that approved by federal and State agencies having the authority to regulate and police such activities. All proposed development shall be clustered and located on the non-floodplain portions of the site, or, for proposed development areas that lie entirely within the 100-year floodplain, all structures shall be required to be elevated on pilings; and

C. In addition, the following criteria will apply to development in the 100-year floodplain:

1. No hazardous materials or waste shall be stored within the 100-year floodplain;
2. Clearing of native vegetation will be minimized in the 100-year floodplain by establishing the following open space ratios for the land uses identified below:
Residential land use 60% open space
Commercial land use 50% open space
Industrial land use 45% open space
3. Use of septic tanks in flood prone areas will be restricted as specified by the County Health Department. Existing Development shall be required to connect to central sewage systems when system collection lines are within 250 feet of subject property. New development will be required to connect to centralized sewer pursuant to Public Facilities Element Policy D.1.4.1.
4. Any development within a flood prone area will maintain the natural topography and hydrology of the development site.

The subject property is not located within 100-year floodplain. The property is located within Flood Zone C (minimal flood area) as per Community Panel #1202720195A

Policy A.1.1.2
The City shall revise its site plan review ordinance to require that permits required by law from the Water Management District, the Department of Environmental Protection, and the Army Corps of Engineers be secured prior to the issuance of a land clearing, fill, building, or other land development permit by the City.

Any future development on the property will receive any required permit from the appropriate permitting agency.

Policy A.1.1.3
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.

Existing development is connected to City central sewer system.

Policy A.1.1.5
Upon Plan adoption, the City Building Official shall review the City Zoning Code to ensure that current signage regulations preserve the character of the City. Where, through citizen participation, it is determined that current signage regulations regarding location, size, height, motion, etc., should be revised, changes to the current regulation shall be discussed in public hearing and proposed changes considered for adoption by the City Commission. By June 2008, the City shall review the land development regulations to ensure that signage maintains the character of the City and does not adversely impact adjoining properties, public rights-of-way, and the St. Johns River.

The City has issued a permit for the existing public safety sign on the property fronting S.R. 19.

Policy A.1.1.6
The City shall maintain standards and procedures in accordance with Chapter 333 F.S., "airport zoning" to ensure that incompatible land uses will be restricted from placement in accident and noise zones surrounding the airport. The City shall maintain and regularly update the Kay Larkin Airport Master Plan (AMP) in accordance with s. 333.06, F.S.

Policy A.1.1.6a
The City shall not permit the placement of tall structures such as high-rise buildings or radio/TV towers within areas that are take-off or landing zones or are otherwise defined as areas of special safety concern. In accordance with s. 333.025, F.S. the City shall require FDOT review and approval and, when applicable, the FCC and / or FAA prior to the issuance of any City permit.

Policy A.1.1.6b
The City shall coordinate with the county regarding land use issues that affect operations at Kay Larkin Airport.

The subject property is not located within an area that is a take-off or landing zone or otherwise defined as an area of special safety concern.

Policy A.1.1.7
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. Availability of infrastructure will be certified through the Building Official issuing a "Certificate of Concurrency."

Existing infrastructure facilities and services are adequate to meet the existing development on the subject property. Any future development will be required to meet adopted levels of service standards.

Objective A.1.3
Upon Plan adoption the City shall pursue the elimination or reduction of land uses inconsistent with the uses identified on the Future Land Use Map or associated adopted Goals, Objectives and Policies.

Although the existing land use of the property, on which the Putnam County EOC is located, is not inconsistent with the existing Commercial land use designation, the designation of Public Buildings and Grounds is better suited for the actual use.

~~**Policy A.1.3.2**~~
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.

Any future development will meet buffering and screening requirements set forth in Article VII of the City's Zoning Code.

Policy A.1.3.3

By June 2008, the Building Official shall review the City's Subdivision Regulation and Zoning Code and where necessary revise these ordinances to ensure that land use categories are regulated in accordance with the Future Land Use Map and that controls are adopted for the regulation of sub-divisions and the use of land in flood prone areas in accordance with applicable FEMA regulations and Policies D.1.1.1 and D.2.2.5.

The present use and ownership of the property is consistent with the description of the Public Buildings & Grounds land use category provided in the City's Comprehensive Plan. The use as the County EOC is better classified under the Public Buildings & Grounds land sue then the Commercial land use category.

Policy A.1.3.4
The City shall not issue variances, special use permits, building permits or zoning changes in any case where the proposed land use is not consistent with the City of Palatka adopted Comprehensive Plan.

The zoning change requested is compatible with the request for a change of the Future Land use of the property to Public Buildings and Grounds.

Objective A.1.4
Upon Plan adoption the City shall ensure the protection of natural resources and historic resources through implementing the following policies.

The subject property does not contain any wetlands, floodplains, historic resources, or other environmentally significant areas as identified by the City's Comprehensive Plan.

Policy A.1.4.1
Development in wetland/floodprone areas will be restricted to low density residential land use at a density no greater than 1 unit per 5 acres with permitted development clustered on the upland portion of the site or in that portion of the site least affected by construction activities. The City shall utilize the "City of Palatka Wetlands Protection Ordinance" contained in Chapter 30 of the Land Development Regulations to ensure that wetlands are adequately protected from development activities.

There are no wetland or floodprone areas within the subject property.

Policy A.1.4.2
Public water well fields shall be protected from adverse impacts of development by requiring a 500-foot radial setback buffer consistent with the definition of a "Wellhead Protection Area" as defined in 62-521.200, F.A.C.
Non-polluting land uses shall include Recreation and Conservation land uses, low and medium density residential land use and commercial land uses that do not, in their operations, produce, store, use nor sell toxic materials as defined in SARA Title III (consolidated list of hazardous materials).
Any non-conforming land use located within 500 feet of a well serving the public will not be permitted to expand or be improved.

The subject property is not located within the Wellhead Protection Area of any public water wellfield.

Policy A.1.4.3
The City shall ensure, through regular review, that the Land Development Regulations specify acceptable erosion control practices to be implemented during construction (such as temporary covering of straw, hay-bale obstruction in drainage swales, etc.) to reduce soil erosion from wind and water during the construction phase of development.

Any future development on the site will comply with erosion control requirements set forth in the City's Land Development Regulations.

Policy A.1.4.4
A 50-foot set back from the waterfront will be required for all new construction along the St. Johns River.

The subject parcel is not located along the St. Johns River.

Policy A.1.4.5
A vegetated, upland buffer a minimum width of fifteen (15) feet and an average width of twenty-five (25) feet shall be required in any new development abutting a wetland.

There are no wetlands on or abutting the subject property.

Policy A.1.4.6
Every two years, the City shall review the City of Palatka and Ravine State Gardens Stormwater Quality Master Plan to ensure that it continues to meet the needs of the City.

Policy A.1.4.7
The City shall adopt Land Use Regulations which will provide for maintaining the quality of surface waters in accordance with the standards specified in Policy D.1.1.1.

Existing development on the subject parcel meets the City's regulations for surface water quality.

Policy A.1.4.8
Riverfront and lakefront development shall be designed so as not to affect the water quality of adjacent waters through storm water run-off.
Design standards shall include: limitation of density; a 50-foot set back of buildings from waterfront; set back of sanitary sewer drainfield (septic tank) from water's edge as specified in the Department of Health issued construction permit HRS-H Form 4016; based upon Rules 10D-6.063(1)(a)1 through 3 for siting of a septic tank and drainfield "within the mean high water line of tidal water bodies or of the ordinary high water line of lakes, ponds or other non-tidal surface waters and a 50-foot vegetative buffer required between building site and waterbody.

The subject parcel is not located along any waterfront.

Objective A.1.5
Upon Plan adoption, The City, through implementing the following policies, shall increase public awareness of the historical significance of the City and provide incentives to maintain and restore historically significant areas and structures within the City limits.

There are no historic sites or resources located in the subject property. The requested amendment is consistent with this objective and all its associated polices.

Objective A.1.6
Upon Plan adoption, the City shall discourage urban sprawl. Land Development Regulations shall be adopted that implement the following policies:

The proposed land use change discourages urban sprawl based on the criteria provided in Section 163.3177(6)9, Florida Statutes. In addition, the subject property is located in an already developed portion of the City along S.R. 19 where existing commercial, service and retail development is located.

Policy A.1.6.1
Provide incentives which direct development to infill in areas of the City with in-place water/sewer lines and paved road. These incentives may include, but not be limited to providing additional permitted land uses through special use designations under the City Zoning Code such as approved "mother-in-law" units with separate kitchens or home office operations for limited business activities.

City water and waste water lines already serve the subject property.

Policy A.1.6.2
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.

The proposed land use change discourages urban sprawl based on the criteria provided in Section 163.3177(6)9, Florida Statutes. In addition, the subject property is located in an already developed portion of the City along S.R. 19 where existing commercial, service and retail development is located.

Objective A.1.7
Upon Plan adoption, the City shall ensure the availability of suitable land for utility facilities necessary to support proposed development.

Policy A.1.7.3
Land required for utility facilities to support future development, when identified, shall be designated on the Future Land Use Map by Plan amendment procedures and a means shall be established for acquiring the sites through either private or public acquisition.

Existing development on the subject parcel has adequate set back from S.R. 19 to accommodate any FDOT long range road improvements for the facility.

Objective A.1.9
The City shall manage future growth and development through the preparation, adoption, implementation and enforcement of Land Development Regulations.

The existing use of the site is consistent with the City's Land Development Regulations.

Policy A.1.9.2
Land Development Regulations shall be adopted which address the location and intensity of land uses in accordance with the Future Land Use Map and the policies and regulations which describe the categories, acreage allocations, densities and intensities of land use contained in this Element.

The existing development and use of the subject property is consistent with the Public Buildings & Grounds land use category as defined in the City's Comprehensive Plan.

Policy A.1.9.3
Land Development Regulations adopted, to implement this Plan shall be based on the following land use standards:
A. Land Use Districts

2. Commercial (1,210 acres)
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. See Policy A.1.3.2.

5. Public Buildings and Grounds (11 acres)
Lands designated in this category of use include a broad variety of public and quasi-public activities such as schools, churches, government buildings, hospitals, etc. The intensity of development in this land use category, as measured by impervious surface, shall not exceed 65 percent. The maximum height shall not exceed 40 feet.

The proposed land use change is consistent with the land use standards set forth in this policy.

Objective A.1.10
Upon Plan adoption, the City shall coordinate land development with adjacent jurisdictions or may pursue annexation of surrounding areas whose proposed land uses may adversely impact the City.

The northwest corner of the property abuts a parcel located in unincorporated Putnam County which is designated as Urban Service Area Land Use on the County FLUM with C-1 Zoning on the County Zoning Map. The County's Urban Service Area

category consists of areas where urban type infrastructure has been provided or will be provided in the next 10 years. Urban type infrastructure includes central water and sewer systems, storm water management systems, and major paved streets or highways. The proposed land use change will not have an adverse impact on the abutting property. Discussions with County Planning staff indicated no concern with the proposed land use change.

Policy A.1.10.1
The City shall monitor and take positive action to guide development in a manner that is consistent with the comprehensive plan and land development regulations.

The proposed land use change is consistent with the comprehensive plan and land development regulations.

Policy A.1.11.3
The City shall give public notice to land owners of any proposed land use change or change of zoning and will provide an opportunity for comment by the land owner and affected residents of the City prior to making a final decision on any land use change or rezoning proposal.

All applicable notice requirements will be met by the City regarding this proposed land use change.

TRAFFIC ELEMENT

Objective B.1.1
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
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 the Policy B.1.1.1.A.
The City hereby adopts the following LOS standards for each listed facility type:
principal arterials - LOS C
collectors and minor arterials -LOS D
local City streets – LOS D
Florida Intrastate Highway System
LOS B – Rural
LOS C – Urban and transition urban
Any modification to the LOS standards shall be submitted as a Comprehensive Plan amendment. The LOSS for the FIHS shall not be different than the standards adopted by FDOT.

All state and local roadways in the area of the subject property meet the adopted Level of Service for the facility. This proposed land use will reduce the maximum allowable intensity of development allowed on the site. There will be no adverse impact to the transportation system resulting from this amendment.

Policy B.1.1.7
The City shall ensure that the necessary transportation facilities, including motorized and non-motorized vehicle parking, are in place when a development permit is issued or a development permit is issued subject to the condition that the necessary transportation facilities will be in place when the impacts of development occur.

Adequate transportation facilities are in place to meet the demand generated by the existing development on subject property.

Policy B.1.1.8
The City of Palatka shall reduce the amount of existing on-street parking permitted along major and minor arterials except in those areas in which on-street parking provides the only customer parking for the adjacent commercial properties.

There is no on street parking along SR 19 in the vicinity of the proposed land use amendment.

Objective B.1.3
The City shall encourage growth to develop in a planned and orderly manner which is compatible with the framework established in the Future Land Use Element.

The proposed FLUM amendment is consistent with the Goals, Objectives and Policies of the adopted Future Land Use Element. This land use change will support continued orderly development consistent with the FLUE.

Policy B.1.3.2
The City shall review all proposed development for impact upon the adopted LOS standards and consistency with the Comprehensive Plan. The adopted Concurrency Management System requires review of impacts of proposed developments by City Planning/Engineering Department. If impacts are beyond the traffic impact thresholds set by the City's concurrency management system then the City will implement an administration section within a City department, utilize the Northeast Florida Regional Council to administer the concurrency management system, or contract with a qualified Planning consultant.

There is adequate capacity available on SR 19 and St. Johns Avenue to meet the existing demand from the existing development on the subject property. No additional development will be undertaken as a result of this amendment.

PUBLIC FACILITIES ELEMENT

Objective D.1.1
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).

The proposed change in land use will not result in additional development on the subject property. The existing development is included as background in the City of Palatka CMS. The overall maximum intensity of development is reduced with the land use change from Commercial to Public Buildings and Grounds. Storm water is handled onsite though permitted and maintained on-site retention system.

Policy D.1.1.1
The following level of service standards shall be as the basis for determining the availability of facility capacity against the demand generated by development.

Policy D.1.1.2
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.

Policy D.1.1.3
Potable water facilities, including all structures designed to collect, treat, or distribute potable water, including wells, treatment plants, reservoirs, and distribution mains, are to be authorized concurrent with development approval.

Policy D.1.5.2
The City shall ensure that an adequate water supply is available through coordinating land use decisions with the St. Johns River Water Management District and their water supply plan. Prior to the approval of a development order, the City shall ensure that the municipal water supplier's Consumptive Use Permit issued by the St. Johns River Water Management District has available capacity to serve the new development.

Policy D.2.2.3
Upon Plan adoption the City, through its Building Official and Public Works Director shall implement the following programs to contain and/or channel stormwater runoff:
A. The Public Works Director shall implement a routine maintenance program of semi-annual inspection of drainage facilities.
B. The Building Official shall not permit to be removed buffers of native vegetation adjacent to water bodies and wetlands which provide filtration of stormwater pollutants.
C. The Public Works Director shall design its new streets to direct storm drainage to be filtered through soils and native vegetation before the runoff enters the drainage system.
D. The Building Official shall not issue a building permit until permits from jurisdictional agencies for dredge and fill, stormwater, and drainage are secured.

E. The Public Works Director shall continue to provide monthly drainage status reports to the City Manager.

Prior to any further development on the subject property permits for storm water and drainage will be secured from the appropriate jurisdictional agency.

Objective D.2.4
In order to protect, and maintain the functions of natural groundwater aquifer recharge areas within the City, upon Plan adoption, the City through its policing officials shall control the siting of development so that no additional loss of recharge occurs to the aquifer due to run-off.

Policy D.2.4.1
The Building Official will ensure that all development is consistent with the density and intensity of use as defined in Policy A.1.9.3.A.1 through 9.

The change in land use will result in an overall reduction in the maximum allowable intensity of development allowed on the site. The parcel is already developed with the Putnam County EOC. This land use change provides a more applicable land use for the present use and ownership of the property. Any future development on the site will meet intensity as set forth in Policy A.1.9.3 of the City's Future Land Use Element.

CONSERVATION ELEMENT

Objective E.1.1
Upon Plan adoption, the air quality in the City of Palatka shall be maintained with no further degradation.

No impact on air quality will result from this proposed land use change. There will be no increase in traffic over what is generated from the existing development on site. No other pollution producing uses are located on or proposed for the site.

Objective E.1.2
Upon Plan adoption, the City through enforcing adopted objectives and policies shall ensure that no degradation will occur in either the quality or quantity of the St. Johns River and current projected water sources.

The existing development is permitted for storm water by the St. Johns River Water Management District. The change in land use will reduce the amount of allowable impervious surface allowed on the site. There will be no degradation of water quality or quantity resulting from this request.

Policy E.1.2.2
The City Building Official shall not issue a building permit or other development order until the Department of Health has provided a permit for sizing and siting of an on-site

sewage disposal system. Septic tanks may be installed only in accordance with Policy D.1.4.1.

Sewage disposal for the site is provided by the City of Palatka.

Policy E.1.2.13
The City shall require the St. Johns River Water Management District Potable Water Availability Worksheet to be submitted with every application for amending the Future Land Use Map.

Policy E.1.2.17
New development shall utilize and/or preserve native vegetation, or use drought-resistant plants for landscaping to the greatest practicable extent. Native or drought tolerant plants include, but are not limited to those in the Florida Native Plant Society's Native Plants for Landscaping in Florida, or comparable guidelines.

Any future development will comply with adopted City's landscape ordinance.

Policy E.1.3.2
The Building Official shall continue to enforce the City tree and landscape ordinance. This ordinance specifies:
A. The permitting requirements for clearing a parcel prior to development;
B. The allowable trimming limits for preservation of tree canopy in developed areas;
C. The number of trees to be preserved or replaced in a development site; and
D. The requirements for xeriscape planting.

An occupancy permit Certificate of Occupancy shall not be issued by the Building Official unless the standards required by the ordinance are adhered to.

Any future development will comply with City's tree and landscape ordinance

Policy E.1.3.3
The City shall enforce the Future Land Use Element and Future Land Use Map density, and use provisions to ensure that existing natural reservations identified in the Future Land Use and the Recreation and Open Space Elements are protected from development intrusion.

The existing development and uses on the subject parcel will be consistent with the Future Land Use intensity and use provisions in the adopted City Comprehensive Plan. There are no natural reservations identified in the City's Comprehensive Plan on or adjacent to the subject property.

Policy E.1.4.1
The City shall continue to enforce its tree and landscape ordinance to control potential destruction of wildlife habitat within the City limits that has been identified by the

Florida Fish and Wildlife Conservation Commission as a known habitat of listed endangered or threatened wildlife or plant species of special concern.

Any future development on the parcel will meet the requirements of the City's tree and landscape ordinance.

INTERGOVERNMENTAL COORDINATION

Policy G.1.1.5
The City shall coordinate all land use amendments to its Comprehensive Plan that impact on development sites that abut the City/county boundary with the Putnam County Planning, Building and Zoning Department. The City shall provide written notification to the county of all amendments to the Comprehensive Plan, including text amendments and amendments to the Future Land Use Map series.

The northwest corner of the property abuts a parcel located in unincorporated Putnam County which is designated as Urban Service Area Land Use on the County FLUM with C-1 Zoning on the County Zoning Map. The County's Urban Service Area category consists of areas where urban type infrastructure has been provided or will be provided in the next 10 years. Urban type infrastructure includes central water and sewer systems, storm water management systems, and major paved streets or highways. The proposed land use change will not have an adverse impact on the abutting property. Discussions with County Planning staff indicated no concern with the proposed land use change.

CAPITAL IMPROVEMENTS ELEMENT

Policy H.2.1.2
The City of Palatka shall not issue a building permit or other development order until the designated City official certifies that required public facilities and services will be provided concurrent with the impact of development or that infrastructure and services are in place consistent with the requirements of FAC 9J-5.0055.

The parcel is already developed. Any future development will be required to meet concurrency prior to issuance of permits or certificate of occupancy.

Policy H.3.1.2
The City shall require new development orders and development permits to undergo concurrency review by each agency or department having responsibility for the impacted facility(s) prior to the issuance of development orders, permits or certificates of occupancy pursuant to the Comprehensive Plan.

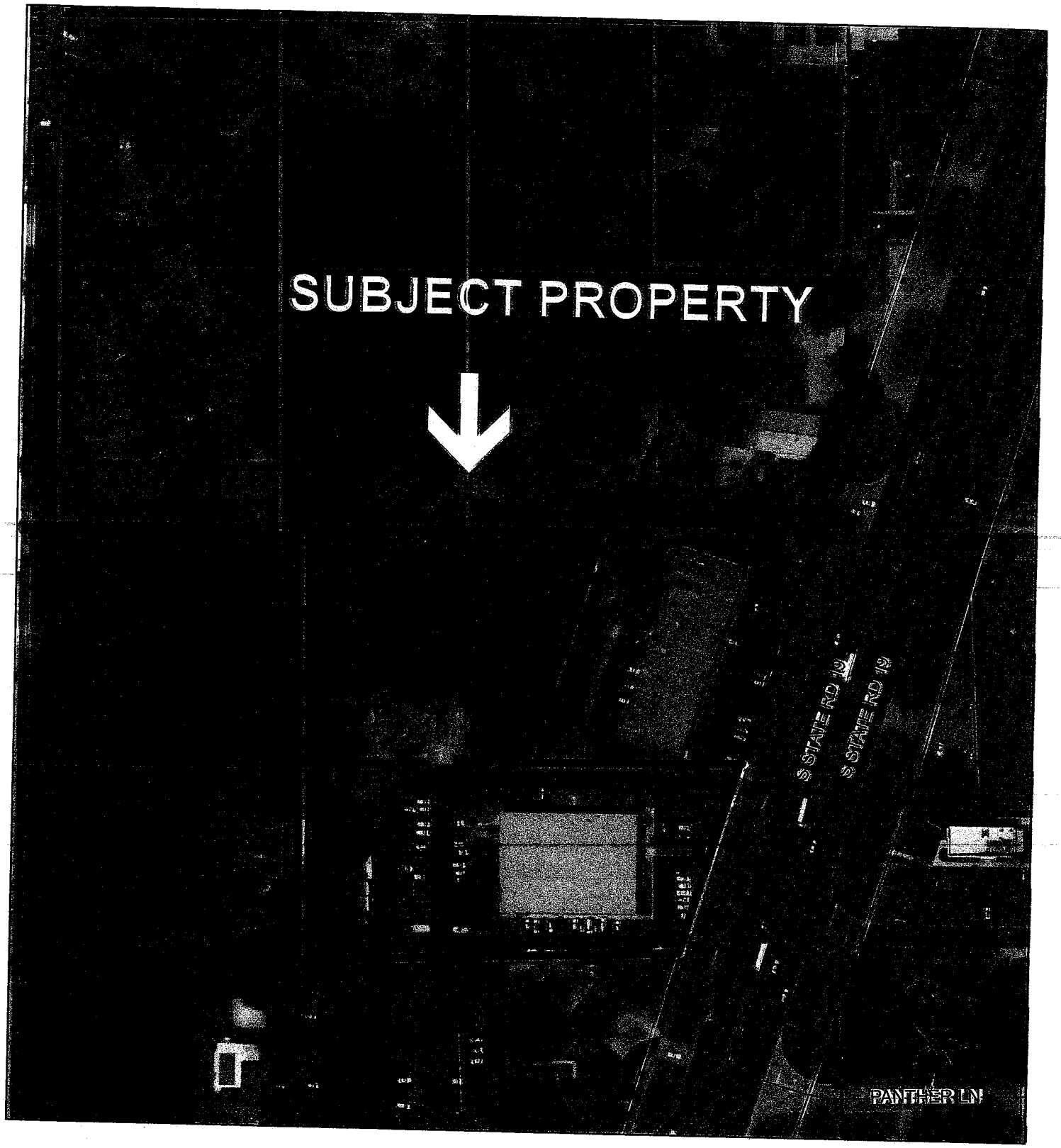
Any future development on the parcel will be required to meet concurrency prior to issuance of permits or certificates of occupancy.

Objective H.4.2
Upon Plan adoption, all new and existing construction shall include plans for infrastructure in order to meet: (1) the Level of Service Standards, and (2) Rule 9J-5.0055(2)(a)1 through 4; (b)1,2, and (c).

All levels of service adopted in the City's Comprehensive Plan will be met for any future development.

MAPS

AERIAL



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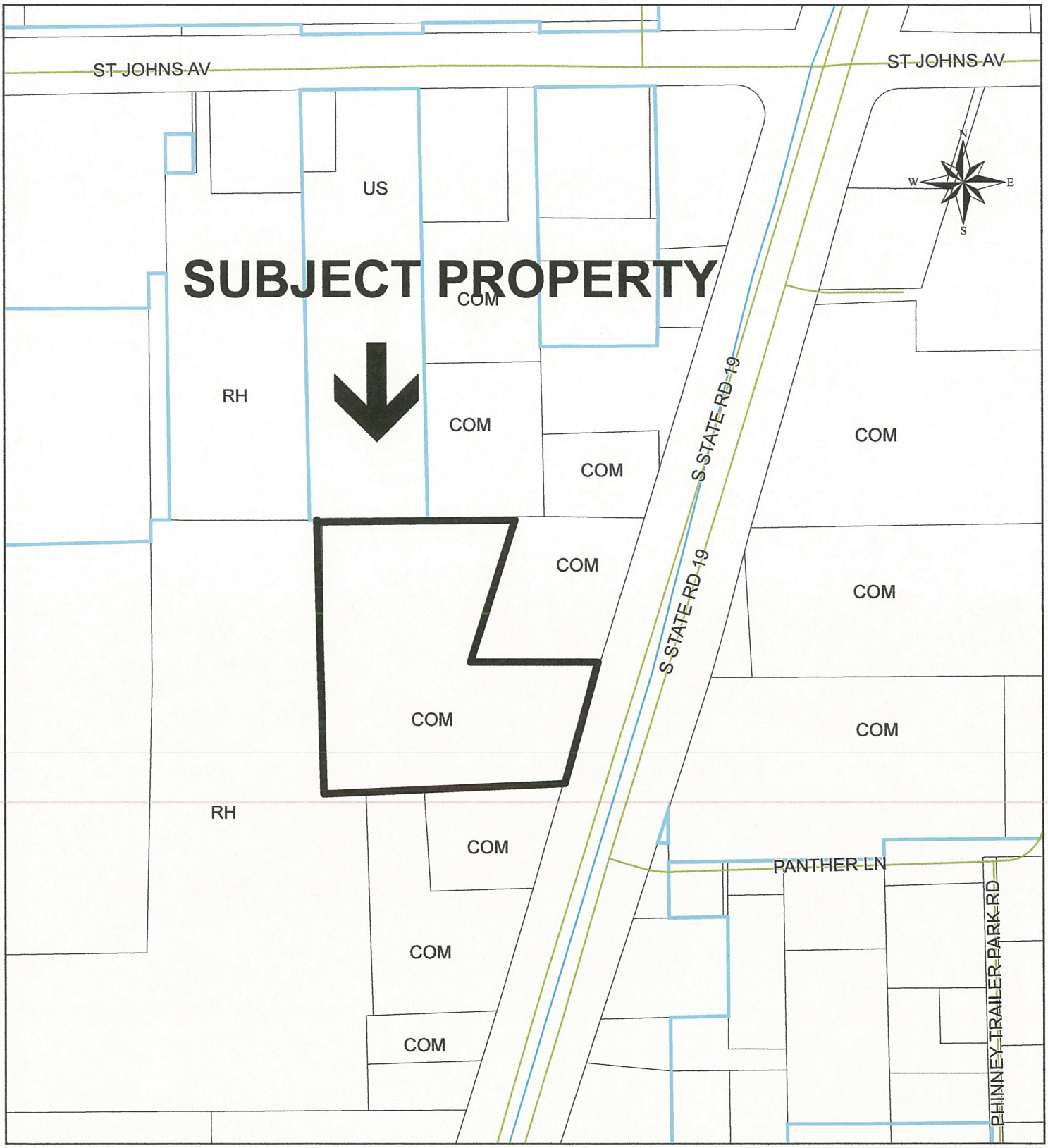
PUTNAM COUNTY

Parcel(s):

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

EXISTING FUTURE LAND USE



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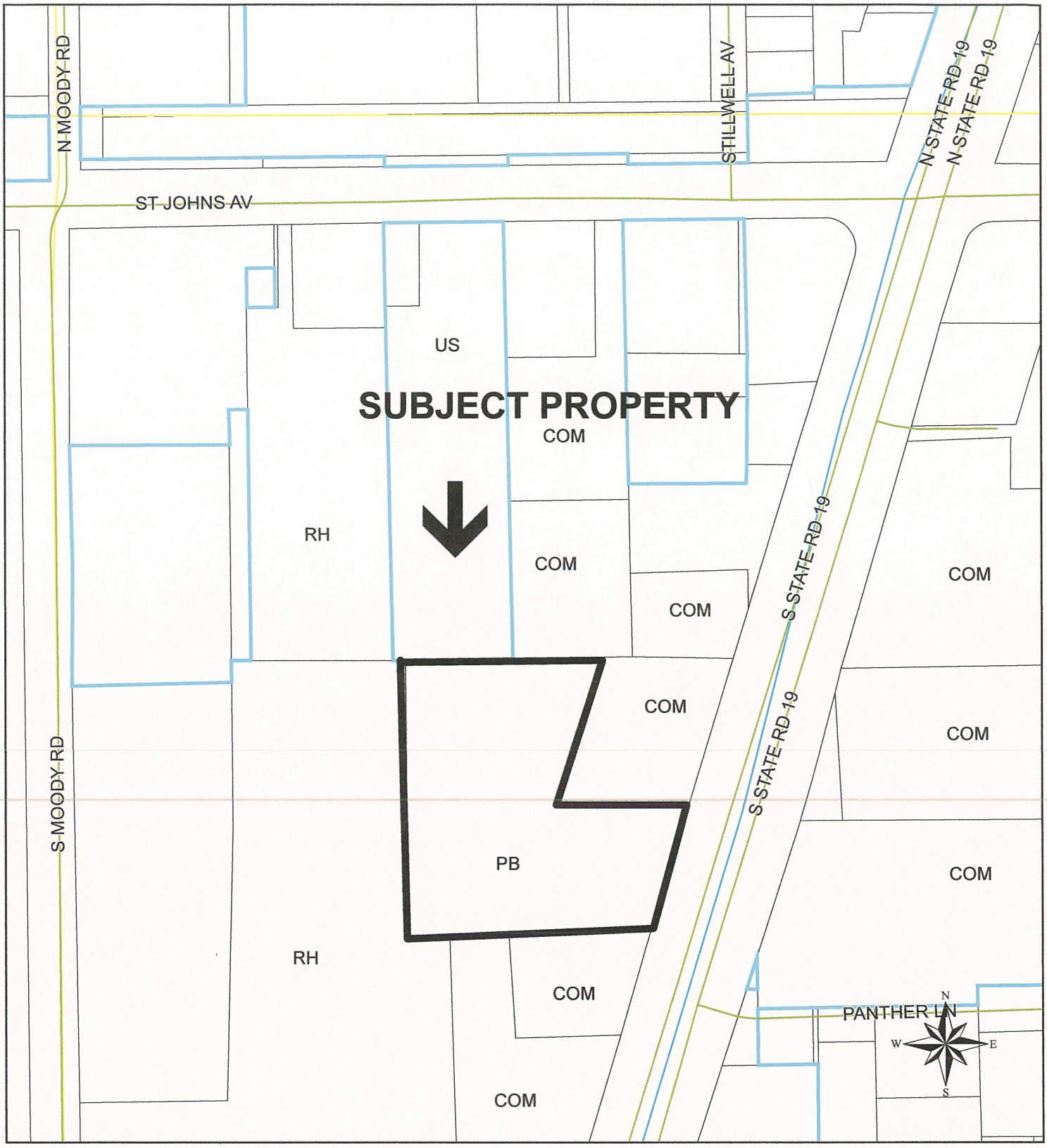
PUTNAM COUNTY

Parcel(s):

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

PROPOSED FUTURE LAND USE



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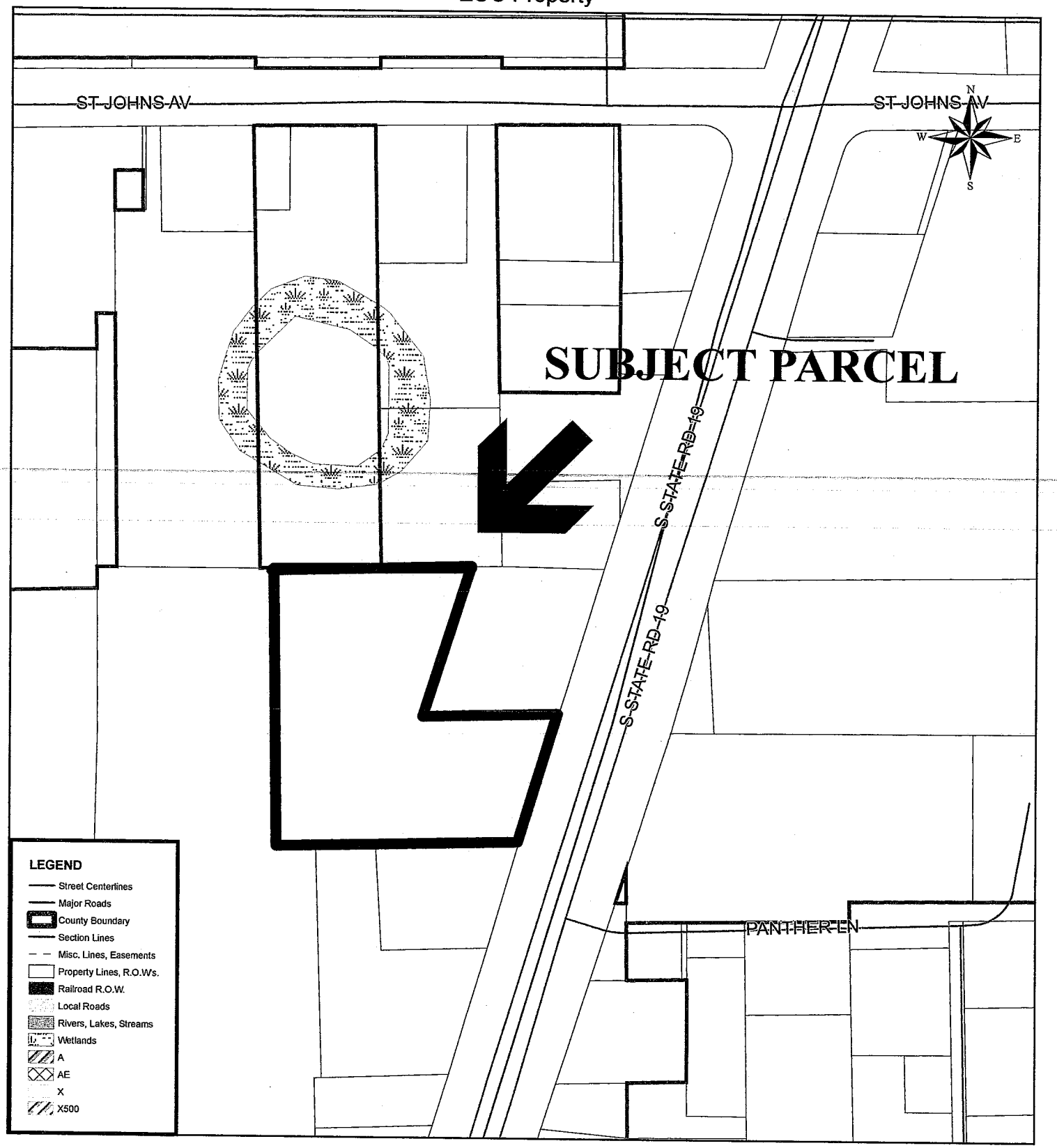
PUTNAM COUNTY

Parcel(s):

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

Flood Hazards & Wetlands
EOC Property



PUTNAM COUNTY

Parcel(s):

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

Emergency Services of Putnam County
Fire – EMS – Emergency Management

March 1, 2012

Mr. Thad Crowe, Director
City of Palatka Planning & Zoning Department
201 N 2nd Street
Palatka, Florida 32177

RE: Parcel No. 11-10-26-000-0513-0200; Land Use Amendment and Zoning Change

Dear Mr. Crowe;

On behalf of Putnam County, attached are a Future Land Use Map Amendment and companion zoning change for the above reference parcel of property located within the City of Palatka. The Putnam County Emergency Operations Center is located on this parcel and it is the County's intent to maintain the EOC at this location into the future.

If you should have any question or require any additional information regarding the proposed land use amendment and zoning change, please feel free to contact me at 386-326-2739 or by email at mike.brown@putnam.fl.com.

Sincerely,

Michael Brown
Logistic and Planning Coordinator

BY:
RECEIVED
MAR 0 2 2012

410 South SR 19• Palatka, FL 32177 • Phone (386) 329-0379 • FAX (386) 329-0897