

VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



MICHAEL J. CZYMBOR
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT.

DONALD E. HOLMES
CITY ATTORNEY

Regular meeting 2nd and 4th Thursdays each month at 6:00 p.m.

AGENDA

CITY OF PALATKA

March 13, 2014

CALL TO ORDER:

- a. **Invocation** – The Reverend Karl N. Flagg, Senior Pastor; Mt. Tabor First Baptist Church
- b. **Pledge of Allegiance**
- c. **Roll Call**

APPROVAL OF MINUTES – 2/27/14

1. PUBLIC RECOGNITION/PRESENTATIONS:

- a. **PROCLAMATION** – Women's History Month – March, 2014
- b. **PROCLAMATION** – Colorectal Cancer Awareness Month – March, 2014 – Jessica Peterson, DOH
- c. **PROCLAMATION** – Brain Awareness Week – March 10 – 16, 2014 – Palatka Pilot Club

2. PUBLIC COMMENTS (Speakers limited to three minutes – no action taken on items)

3. CONSENT AGENDA:

- *a. **Adopt Resolution No. 2014-10-52** amending the FY 2013-14 Budget through 2/28/2014
- *b. **Adopt Resolution No. 2014-10-53** awarding the bid and authorizing the execution of a contract with Armstrong Roofing, Inc. For the re-roofing of two (2) R.C. Willis Water Treatment Plant buildings in an amount not to exceed \$17,420.00

- * 4. **PRESENTATION** – Sea Level Rise: New, Certain and Everywhere. What to do in Response? - Robert Virnstein, PhD.

- * 5. **GP ENVIRONMENTAL/WETLANDS CENTER** - items for Presentation, Discussion and/or Action:

- *a. Updated Conceptual Design for Center – 60% Building Design
- *b. Preliminary Review of Exhibits

- * 6. **RESOLUTION No. 2014-10-54** Approving and adopting modified deed covenants and restrictions for Redevelopment Area 3 at 100 Memorial Drive, to be conveyed to SHP Hospitality, LLC, and authorizing execution of all conveyance documents - Adopt

PUBLIC HEARINGS:

- * 7. **ORDINANCE** amending Zoning Code Section 94-149, 94-161 and 94-162 to apply overlay zoning standards to the Downtown Zoning Districts and adjacent areas within the C-2 Zoning District, and adding provisions establishing design standards for exterior alterations and new construction – First Reading

AGENDA - CITY OF PALATKA
March 13, 2014
Page 2

- 8. CITY MANAGER & ADMINISTRATIVE REPORTS**
- 9. COMMISSIONER COMMENTS**
- 10. ADJOURN**

*Attachment **Separate Cover

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE CITY COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE MAY NEED TO INSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. FS 286.105

PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE CITY CLERK'S OFFICE AT 329-0100 AT LEAST 24 HOURS IN ADVANCE TO REQUEST ACCOMMODATIONS.

Upcoming Events:

Apr. 1 – FLC Legislative Action Day – Tallahassee
Apr. 12 – MOD Walk for Babies
May 23 – 26 – Blue Crab Festival
May 26 – City offices closed to observe Memorial Day
July 4 – City Offices closed to observe Independence Day
Aug 14 – 16 – FLC Annual Conference (Hollywood)

Board Openings:

Fire Pension Board – 1 vacancy (Commission appointee)
Tree Committee – 2 vacancies

CITY OF PALATKA



Proclamation

WHEREAS, American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our Nation in countless recorded and unrecorded ways. They have played and continue to play a critical economic, cultural, and social role in every sphere of the life of the Nation by constituting a significant portion of the labor force working inside and outside of the home; and

WHEREAS, American women have played a unique role throughout the history of the Nation by providing the majority of the volunteer labor force of the Nation, and were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our Nation; and

WHEREAS, March 3, 2014 marked 100 years since suffragists marched on Washington in search of voting rights for women. Suffragists faced a difficult road in their march towards equality -- even women opposed giving women the right to vote. One letter from Alice H. Wadsworth, President of the National Association Opposed to Woman Suffrage, called it "an endorsement of nagging as a national policy." Suffragettes were arrested, imprisoned and sent to workhouses when they refused to pay fines for picketing the Whitehouse. In spite of opposition, suffragists prevailed and the 19th Amendment to the Constitution giving women the right to vote nationally was ratified on August 26, 1920; and

WHEREAS, American women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all.

NOW, THEREFORE, I, Vernon Myers, Mayor of the City of Palatka, Florida, together with the members of the Palatka City Commission, hereby endorse and declare March, 2013 as

WOMEN'S HISTORY MONTH

In the City of Palatka, and we call upon its citizens to observe this month with appropriate programs, ceremonies, and activities that honor the history, accomplishments, and contributions of American women. As we make headway on the crucial issues of our time, let the courageous vision championed by women of past generations inspire us to defend the dreams and opportunities of those to come. By positively impacting the lives of our mothers, sisters, wives and daughters, we will enrich the lives and prospects of our fathers, brothers, husbands, and sons.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the City of Palatka, Florida on this 13th day of March, in the Year of Our Lord Two Thousand Fourteen.

Commissioners:
Mary Lawson Brown
Allegra Kitchens
Phil Leary
James Norwood, Jr.

PALATKA CITY COMMISSION

VERNON MYERS, MAYOR



CITY OF PALATKA



Proclamation

WHEREAS, the National Colorectal Cancer Roundtable, the Centers for Disease Control & Prevention, the Cancer Research Foundation of America, and the American Digestive Health Foundation and The Whitehouse have joined together to encourage Americans to observe March 2014 as National Colorectal Cancer Awareness Month; and

WHEREAS, colorectal cancer is the third most common cancer diagnosed in men and women in the United States. One in 20 people will develop colon cancer and every 10 minutes a life is lost to this disease. While anyone can get colorectal cancer, the risk increases with age. Nine out of ten cases occur in people over 50 years old, and the likelihood is also greater for people of African-American or Eastern European descent and those with inflammatory bowel disease or a family history of colorectal cancer; and

WHEREAS, less than 65 percent of Floridians above age 50 receive annual screenings for colorectal cancer. Symptoms can include stomach pain, aches, or cramps that do not go away and weight loss without a known cause. Yet many cases have no symptoms, especially early on, when it can be prevented or more effectively treated, so it is crucial for people of all ages to discuss colorectal cancer with their doctors and those at risk to get regular screenings, which are now covered by most health insurance plans for adults ages 50 to 75 at no out-of-pocket cost to the patient; and

WHEREAS, the Florida Department of Health and Senior Services, Bureau of Cancer Control in partnership with the Florida Cancer Consortium, the American Cancer Society, and the Center for Disease Control & Prevention remain committed and dedicated to inform the public about colorectal cancer prevention and screening.

NOW, THEREFORE, I, Vernon Myers, Mayor of the City of Palatka, Florida, together with the members of the Palatka City Commission, hereby endorse, declare and designate the Month of March 2014 as
COLORECTAL CANCER AWARENESS MONTH

in the City of Palatka, and hereby encourage the citizens of Palatka to observe the month by contacting the Putnam County Health Department to inquire about colon cancer screening programs available locally as well as any other information regarding the prevention and control of colorectal cancer.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Seal of the City of Palatka, Florida on this 13th day of March, in the Year of Our Lord Two Thousand Fourteen.

Commissioners:
Mary Lawson Brown
Allegra Kitchens
Phil Leary
James Norwood, Jr.

PALATKA CITY COMMISSION

By: Vernon Myers, Mayor



CITY OF PALATKA



Proclamation

WHEREAS, the Pilot Club of Palatka is one of more than 530 clubs chartered through Pilot International, a global organization of executive, business and professional leaders working together to improve the quality of life in local communities throughout the world; and

WHEREAS, Pilot International provides guidance and encouragement to our communities through sponsorship of safety and awareness programs, especially as they relate to brain-related disorders; and

WHEREAS, each year thousands of Floridians are diagnosed with devastating disorders of the brain and nervous system, including Alzheimer's disease, aging, stroke, alcohol and drug addiction, spinal cord injury, autism, schizophrenia and mood disorders, all of which cause considerable pain and suffering for these victims and their families; and

WHEREAS, in this century we are embarking on a new era of discovery based on the rapid progress being made in studies of the brain and the powerful new tools available to neuroscientists, greatly benefiting people who are incapacitated by spinal cord injuries, depressive disorders, epileptic seizures, Parkinson's Disease, Huntington's Disease, muscular dystrophy, cystic fibrosis and other life threatening disorders; and

WHEREAS, new insights from neuroscience research will give us a more concise understanding of how people become addicted to drugs and thereby provide more effective treatments for those with chemical dependence; and

WHEREAS, hundreds of scientists at Florida's premier universities, private colleges and research institutes are at the forefront of many promising efforts being made to better understand the complexities of the brain, find better treatment for brain disease, reduce the cost of diagnosis and treatment of neurological conditions, and implement cures.

NOW, THEREFORE, I, Vernon Myers, Mayor of the City of Palatka, Florida, together with the members of the Palatka City Commission, do hereby proclaim the week of March 10 – 16, 2014 as

BRAIN AWARENESS WEEK

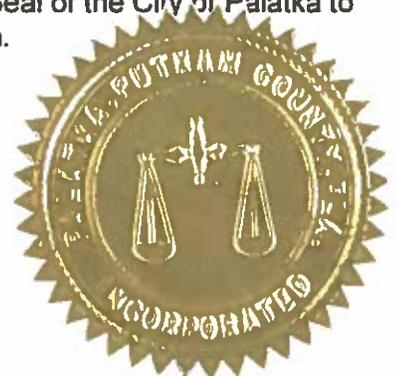
In the City of Palatka, calling this observance to the attention of our citizens, and commending the Pilot Club of Palatka for their dedication to raising the community's awareness of brain-related disorders and their efforts to help relieve the suffering of victims of brain-related illness and disease.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Palatka to be affixed this 13th day of March, in the Year of Our Lord Two Thousand Fourteen.

Commissioners:
Mary Lawson Brown
Allegra Kitchens
Phil Leary
James Norwood, Jr.

PALATKA CITY COMMISSION

By: Vernon Myers, MAYOR



Agenda Item

3a



CITY COMMISSION AGENDA ITEM

SUBJECT:

Adopt Resolution No. 2014-10-52 amending the FY 2013-14 Budget through 2/28/2014

SUMMARY:

The City budget is governed by Chapter 166.241 and 200.065, Florida Statutes. These Statutes provide that the total budget at the fund level, once approved, cannot be exceeded unless a supplemental budget appropriation is enacted by the City Commission.

The Finance Department is requesting the attached budget amendments due to on-going requests from department heads to shift money from one line to another.

RECOMMENDED ACTION:

Staff recommends adoption of the Resolution amending the FY 2013-14 Budget for amendments through February 2014 in order to be in compliance with Florida Statutes.

ATTACHMENTS:

Description	Type
<input type="checkbox"/> <u>Budget Amendment Resolution</u>	Resolution Letter

RESOLUTION No. 9 -

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA,
AMENDING THE FY 2013-2014 BUDGET

WHEREAS, the City of Palatka deems it reasonable and necessary to amend the FY 2013-2014 budget.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Palatka, Florida:

1. That the expenditures of the City of Palatka General Fund Budget for the Fiscal Year 2013-2014 are amended as follows:

EXPENDITURES:		Last	Recommended	As
<i>Expenditure Number</i>	<i>Description</i>	Approved	Amendments	Amended
001-07-521-1-1200	REGULAR SALARIES	\$ 1,215,164	\$ (40,320)	\$ 1,174,844
001-07-521-1-1400	OVERTIME	\$ 63,000	\$ 40,320	\$ 103,320
TOTAL EXPENDITURES AMENDED:		\$ 1,278,164	\$ -	\$ 1,278,164

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 13rd day of March, 2014.

CITY OF PALATKA

By: _____
Its MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM
AND CORRECTNESS:

CITY ATTORNEY

*Agenda
Item*

3b



CITY COMMISSION AGENDA ITEM

SUBJECT:

Adopt Resolution No 2014-10-53 awarding the bid and authorizing the execution of a contract with Armstrong Roofing, Inc. for the re-roofing of two (2) R. C., Willis Water Treatment Plant buildings in an amount not to exceed \$17,420.00

SUMMARY:

On January 24, 2014, the City of Palatka issued a call for bids to replace the roof on the Water Plant Pumphouse and the Elevated Storage Tank Control Building. The deadline for bid submittals was set for February 21, 2014 at 2pm. The call was extended to seven (7) local and area roofing contractors. As of the deadline there had been two (2) bids submitted; one by Blue Sky Roofing of N. Florida, LLC and one by Armstrong Roofing, Inc.

The quote from Blue Sky Roofing to replace the roofing on the Water Plant pumphouse with a 20-year no dollar limit warranty was \$18,713.00 and the quote for replacement of the Elevated Storage Tank Control Building roofing was \$3,877.00, for a total project cost of \$22,590.00.

The quote from Armstrong Roofing to replace the roofing on the Water Plant pumphouse with a 20-year no dollar limit warranty was \$14,920.00 and the quote for replacement of the Elevated Storage Tank Control Building roofing was \$2,500.00, for a total project cost of \$17,420.00. This is the lowest, most responsive bid and the quoted price falls within the budget range for this project.

RECOMMENDED ACTION:

Adopt the resolution awarding the bid and authorizing the execution of a contract with Armstrong Roofing, Inc. for the re-roofing of two (2) R.C. Willis Water Treatment Plant buildings in an amount not to exceed \$17,420.00.

ATTACHMENTS:

Description	Type
D Resolution awarding bid to Armstrong	Resolution Letter
D City of Palatka - Armstrong Roofing Contract and Agreement	Resolution Letter
D Water Plant Roofing Contract Award Recommendation	Cover Memo
D Armstrong Roofing Proposal	Exhibit
D WTP Re-roofing Project Invitation to Bid	Exhibit

RESOLUTION No. 2014-10-

**A RESOLUTION OF THE CITY OF PALATKA, FLORIDA,
AUTHORIZING THE CITY MANAGER AND CITY CLERK TO
EXECUTE AND ATTEST A CONTRACT WITH ARMSTRONG
ROOFING, INC. IN AN AMOUNT NOT TO EXCEED \$17,420.00
FOR THE R.C. WILLIS WATER PLANT RE-ROOFING PROJECT**

WHEREAS, the R.C. Willis Water Plant Pumphouse and the Palatka Elevated Water Storage Tank Control Building are in need of roof replacement, and

WHEREAS, on January 24, 2014 the City of Palatka extended an invitation to local and area Roofing Contractors to bid on the R.C. Willis Water Plant Re-roofing Project, (the **Project**), and

WHEREAS, bids were accepted until 2:00 pm on February 21, 2014; and

WHEREAS, after review of the bids received it was determined that Armstrong Roofing, Inc. (**Armstrong**) had submitted the lowest and most responsive bid to complete the project; and

WHEREAS, it is the recommendation of City Staff that the contract for the project be awarded to Armstrong Roofing, Inc.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Palatka, Florida:

- I. That the City Manager and City Clerk are hereby authorized to execute and attest the R.C. Willis Re-roofing Project Contract with Armstrong Roofing, Inc., in an amount not to exceed \$17,420.00.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 13th day of March, 2014.

CITY OF PALATKA

By: Its **MAYOR**

ATTEST:

CITY CLERK

**APPROVED AS TO FORM
AND CORRECTNESS:**

CITY ATTORNEY

CONTRACT AND AGREEMENT

R.C. Willis Water Plant Re-Roofing Project

BY THIS DOCUMENT, the City of Palatka, FL, (City) and Armstrong Roofing, Inc., (“Armstrong”) in exchange for a good and valuable consideration, the sufficiency and receipt of which they each acknowledge, have this ____ day of _____, 2014, contracted, covenanted, and agreed as follows:

WHEREAS, the City issued an invitation to bid on or about January 24, 2014, entitled “R.C. Willis Water Plant Re-Roofing Project”, soliciting proposals for the re-roofing of two (2) buildings owned by the City of Palatka. Building #1 being located at 320 North Moody Road at the R.C. Willis Water Plant and Building #2 being located at 600 Westover Drive at the Elevated Water Storage Tank Facility; and,

WHEREAS, Armstrong was one of two roofing contractors that responded to the City’s invitation to bid by the invitation cut-off date of February 21, 2014; and,

WHEREAS, the invitation to bid together with exhibits, including exhibits completed by Armstrong which contain the substance of Armstrong’s bid, are attached hereto and hereafter shall be referred to as “Armstrong’s response” to invitation to bid and consists of 4 pages including exhibits, all of which are incorporated by reference herein; and,

WHEREAS, the City has selected Armstrong’s response as being the lowest and best bid submitted in response to the invitation to bid and the City now desires to enter into a contract with Armstrong which is consistent with the terms and conditions of the invitation to bid and Armstrong’s response to same; and,

WHEREAS, Armstrong desires to enter into a contract with the City which is consistent with the invitation to bid and Armstrong’s response to same and both parties agree that such a contract conveys benefits to each of the parties sufficient to bind their agreement.

NOW ,THEREFORE, the City and Armstrong, in exchange for good and valuable consideration, the sufficiency and receipt of which they each acknowledge, hereby contract, covenant, and agree as follows;

Armstrong shall complete the R.C Willis Water Plant Re-roofing Project more particular described within the invitation to bid/response to invitation to bid (hereinafter referred to as “Bid documents”). In performing this contract, Armstrong shall comply in all respects with the terms and conditions of the bid documents. Any failure of Armstrong to comply in all respects with the terms and conditions of the bid documents shall be considered a substantive breach of the terms of the contract between the parties.

1. Armstrong and the City hereby confirm that they have reviewed the bid documents, including but not limited to, all conditions and provisions specifying the manner in which the work at issue is to be completed and the amount which is to be paid by the City in exchange for same, and after having reviewed the bid documents, they are entering into this contract voluntary and with the intent to create a legally enforceable agreement.
2. Within ten days of the execution of this document, Armstrong shall provide the City with evidence that it is properly licensed and fully insured.
3. Armstrong and the City hereby confirm that in undertaking to perform this agreement, Armstrong is not acting in the capacity of an employee or agent of the City but is instead acting in the role of an independent contractor.
4. Armstrong shall fully perform this contract by completing those tasks specified and described within the bid documents with ____ days of the execution of this agreement.
5. In exchange for Armstrong's performance of this contract, the City shall pay to Armstrong the sum of \$17,420.00 as specified within the bid documents within ____ days of Armstrong's completion of performance of this contract.
6. Armstrong shall hold the City harmless, and indemnify the City, for any damages, costs or expenses incurred by the City as a result of Armstrong's performance of this contract, including all costs and expenses incurred by the City in defending itself against any claims, demands, or suits which arise from Armstrong's actions or omissions while attempting to perform the contract. Further, Armstrong shall hold the City harmless and indemnify the City against any claims, demands, or suits, or judgments for money damages, incurred by the City as a result of Armstrong's alleged actions or omissions in Armstrong's attempts to perform the contract.
7. In the event of any dispute or litigation between the parties arising from this contract, the prevailing party shall be entitled to collect from the losing party, all costs and expenses incurred by the prevailing party as a result of said dispute or litigation, including but not limited to, reasonable attorneys fees.
8. In the event of any litigation arising from this contract, venue for such proceedings shall be within the court of appropriate jurisdiction within Putnam County, FL, and the laws of the State of Florida shall apply.

HAVING READ THE ABOVE AND BEING FULLY INFORMED REGARDING THE TERMS AND CONDITIONS CONTAINED HERE IN (INCLUDING THOSE CONTAINED WITHIN THE ATTACHED BID DOCUMENTS WHICH ARE INCORPORATED BY REFERENCE HERE IN), AND HAVING HAD, OR HAVING HAD THE OPPORTUNITY TO, CONSULT WITH AN ATTORNEY OF THEIR RESPECTIVE CHOICES, THE PARTIES HAVE KNOWINGLY AND VOLUNTARILY SET FORTH THEIR SIGNATURES BELOW AS EVIDENCE OF THEIR INTENT TO BE BOUND BY THE TERMS OF THIS AGREEMENT.

Witness

Armstrong Roofing, Inc.
By: Terry L. Turner
Its Owner

Witness

STATE OF FLORIDA
COUNTY OF PUTNAM

I HEREBY CERTIFY that on this day before me, an officer duly qualified to take acknowledgments, personally appeared Terry L. Turner, who is ___ personally known to me or ___ who has produced drivers license as identification, and who, executed the foregoing instrument and acknowledged before me the execution of same.

WITNESS my hand and official seal at Palatka, County of Putnam and State of Florida this day of _____, 2014.

SEAL

Notary Public
My Commission Expires:

Witness

City of Palatka
By: Vernon Myers
Its Mayor

Witness

STATE OF FLORIDA
COUNTY OF PUTNAM

I HEREBY CERTIFY that on this day before me, an officer duly qualified to take acknowledgments, personally appeared Vernon Myers, who is ___ personally known to me or ___ who has produced drivers license as identification, and who, executed the foregoing instrument and acknowledged before me the execution of same.

WITNESS my hand and official seal at Palatka, County of Putnam and State of Florida this day of _____, 2014.

_____ *SEAL*

Notary Public
My Commission Expires:

Attest:

City Clerk

320 North Moody Rd.
Palatka, FL 32177
Tel. (386) 329-0144
Fax (386) 329-0106

City of Palatka
R. C. Willis Water Plant

To: Vernon Myers, Mayor; Mary Lawson Brown, Vice-Mayor; James Norwood, Phil Leary, Allegra Kitchens, Commissioners

From: Melvin Register, Water Plant Superintendent

Date: February 27, 2014

RE: Water Plant Roofing Contract Award Recommendation

On January 24, 2014, the City of Palatka issued a call for bids to replace the roof on the Water Plant Pumphouse and the Elevated Storage Tank Control Building. The deadline for bid submittals was set for February 21, 2014 at 2pm. The call was extended to seven (7) local and area roofing contractors. As of the deadline there had been two (2) bids submitted to the City.

1. Blue Sky Roofing of North Florida, LLC
196 West River Road
Palatka, FL 32177
2. Armstrong Roofing, Inc.
455 East End Road
P.O. Box 232
San Mateo, FL 32187

The quote from Blue Sky Roofing to replace the roofing on the Water Plant pumphouse with a 20-year no dollar limit warranty was \$18,713.00 and the quote for replacement of the Elevated Storage Tank Control Building roofing was \$3,877.00, for a total project cost of \$22,590.00.

The quote from Armstrong Roofing to replace the roofing on the Water Plant pumphouse with a 20-year no dollar limit warranty was \$14,920.00 and the quote for replacement of the Elevated Storage Tank Control Building roofing was \$2,500.00, for a total project cost of \$17,420.00.

Based on their having submitted the low bid and the fact that their quote falls within the budget range funded for this project, it is my recommendation that the contract for this project should be awarded to Armstrong Roofing, Inc. Upon receiving approval from the City Manager, I will notify them of our acceptance of their proposal and schedule the work to be done.

Proposal

Page No. _____ of _____ Pages

State Certified
Fully Insured
State Certificates
#CCC025500
#CBC052188



Terry L. Turner - Owner
455 East End Road
P.O. Box 232
San Mateo, FL 32187

For Quality Roofing Services

PROPOSAL SUBMITTED TO City of Palatka		PHONE	DATE 1-27-14
STREET		JOB NAME R.C. Willis Water Plant Re-roof	
CITY, STATE and ZIP CODE		JOB LOCATION 320 N. Moody Rd, Palatka	
CONTACT	DATE OF PLANS		DATE

We propose hereby to furnish material and labor complete in accordance with specifications below, for the sum of: _____ dollars (\$ _____).

Payment to be made as follows: c.o.d.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practice. Any alteration or deviation from specifications below involving extra costs will be additional including but not limited to replacement of rotten wood, and will become an extra charge over and above the estimate. All agreements contingent upon weather, strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurances.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within 30 days.

We hereby submit specifications and estimates for: **Furnish the labor and materials necessary to remove the existing smooth surface roof on the entire building #1 at 320 N. Moody rd site. Will install one layer of 3/4 inch insulation board directly to the concrete deck. Will heat weld one layer of Johns Mannville smooth surface modified bitumen base sheet and one layer of Johns Mannville granulated surface modified bitumen cap sheet. Will install all new 26 gauge edge metal. \$13,460.00**

-If wanted, to provide a 20 year , ndl warranty to the owner add 1,460.00 to the above price.

To do the same as above with the exact same roof system to the 600 Westover dr site add 2500.00

This is an electronic version of this proposal. The terms and conditions are attached and become a part of this proposal. Armstrong Roofing, Inc. reserves the right to withdraw this proposal if built-up roof is mopped to deck. Rotten wood charged additionally unless specified above as included.

Acceptance of Proposal - The above price, specifications and conditions are hereby accepted. You are authorized to do the work as specified. By authorizing Armstrong Roofing, Inc. to proceed I hereby acknowledge that I have read the Terms and Conditions and understand and agree to all said Terms and Conditions and further recognize this proposal when signed to be a contract for work to be performed.

Signature _____

Date of Acceptance _____

Signature _____

Terms and Conditions of Service

READ CAREFULLY

1. Contractor's performance of the services is limited by, among other things, the pre-existing conditions and characteristics of the premises. CONTRACTOR EXPRESSLY DISCLAIMS ANY RESPONSIBILITY OR LIABILITY FOR ANY PRE-EXISTING OR HIDDEN CONDITION KNOWN OR UNKNOWN. Customer shall retain responsibility and shall be liable for all effects of and costs necessary to correct such situations. In the event that a party other than Contractor makes the corrections, Contractor shall be entitled to receive payment for the percentage of the work completed to date (to be determined by the contractor.) Contractor will collect payment for said work and will resume the project once the condition has been rectified.
2. CUSTOMER ACKNOWLEDGES AND AGREES THAT MOLD IS COMMONLY FOUND THROUGHOUT THE ENVIRONMENT AND AGREES TO HOLD HARMLESS AND INDEMNIFY CONTRACTOR FROM THE CLAIMS DUE TO OR ARISING FROM INDOOR AIR QUALITY, MOLD, FUNGUS, SPORES OR OTHER ORGANISMS WHETHER EXISTING OR A FUTURE CONDITION REGARDLESS OF WHETHER IT MAY BE ASSOCIATED WITH DEFECTS IN CONTRACTOR'S CONSTRUCTION OR SERVICES, INCLUDING BUT NOT LIMITED TO PROPERTY DAMAGE, PERSONAL INJURY, LOSS OF INCOME, EMOTIONAL DISTRESS, DEATH, LOSS OF USE, LOSS OF VALUE, ADVERSE HEALTH EFFECTS OR ANY SPECIAL CONSEQUENTIAL, PUNITIVE OR OTHER DAMAGES.
3. Customer hereby authorizes Contractor to make all openings necessary to perform this Contract, and Contractors will close such opening in a workmanlike manner. Customer acknowledges that it is often not possible to exactly match existing colors, textures and the like. Customer understands and agrees that Contractor is not responsible for evaluating venting and circulation systems and that vents and soffits will be installed according to Customer's work order.
4. CUSTOMER UNDERSTANDS AND AGREES THAT CONTRACTOR WILL NOT BE RESPONSIBLE FOR ANY SPECIAL INDIRECT, PUNITIVE, SPECULATIVE, CONSEQUENTIAL DAMAGES, OR FOR ANY PENALTIES REGARDLESS OF THE LEGAL OR EQUITABLE THEORY ASSERTED INCLUDING ANY DAMAGE CAUSED BY SETTLEMENT, VIBRATION, DISTORTION, WATER INTRUSION, OR FAILURE OF THE FOUNDATION ON WHICH THE ROOF RESTS, OR DAMAGE CAUSED BY HAIL, HURRICANES, GALE WINDS, UNUSUAL WEATHER CONDITIONS OR ACTS OF GOD NOR FOR ANY DAMAGE OR DELAYS DUE TO STRIKES, FIRES, ACCIDENTS, BAD WEATHER, OR OTHER CAUSES BEYOND THE CONTRACTOR'S CONTROL; NOR FOR INHERENT DEFECTS IN THE PREMISES ON WHICH THE WORK IS TO BE DONE AND IN NO EVENT SHALL CONTRACTOR BE RESPONSIBLE FOR INTERIOR OR EXTERIOR DAMAGE TO THE BUILDING, ITS CONTENTS OR SURROUNDING PROPERTY.
5. The contract price is based on the assumption that contractor will have direct access to the eave of the roof for heavy trucks and equipment unless otherwise stated. If such access to the eave of the roof is over the existing driveway or lawn, the contractor will not be responsible for any damage that may occur as a result of the weight of equipment and vehicles even if protection is provided. (Protection of driveways, pavers, and lawn or other means of access may be achieved at an additional cost. Please notify contractor prior to commencement of the work if any additional protection is desired.) Although contractor may cover any brick pavers or stamped concrete driveway with wood planking during the course of work, customer understands and agrees that contractor will not be responsible for any damage that may occur as a result of the weight of its equipment or vehicles.
6. Section 489.126, Florida Statutes provides that a contractor who receives, as initial payment, money totaling more than 10 percent of the contract price for repair, restoration, improvement, or construction to residential real property must: (a) apply for permits necessary to do work within 30 days after the date payment is made, except where the work does not require a permit under the applicable codes and ordinances, and (b) Start the work within 90 days after the date all necessary permits for work, if any, are issued, unless the person who made the payment agreed, in writing, to a longer period to apply for the necessary permits or start the work or to longer periods for both. Customer hereby agrees that Customer and Contractor have discussed the time required to obtain permits for the work and the time required to actually start the work. Customer agrees that the Contractor may take longer for both periods, provided that reasonable efforts will be made by Contractor to perform its contractual obligations in a timely manner.
7. Customer agrees to fully cooperate with Contractor to secure any licenses, permits or any other authorization necessary to accomplish the work. Customer assumes full financial responsibility for payment of any such licenses, permits or authorizations. Customer hereby appoints Contractor as its agent to procure said license, permits or authorizations.
8. Contractor shall be entitled to a charge of 1½% per month on all balances left owed over 30 days. Should legal action be brought under the terms of this Contract or arise out of the performance of the Services or should the matter be turned over for collection, Contractor shall be entitled to the fullest extent permitted under the law to reasonable attorney's fees and costs of collection.
9. This Agreement contains the entire agreement of the parties. Customer agrees and acknowledges that no representations or warranties of any kind have been made by Contractor or its employees other than those expressed herein. All prior agreements respecting the subject matter thereof have been incorporated in the terms herein and are no longer of any force of effect. All modifications to this Agreement shall be in writing and signed by both parties.
10. The parties agree that in the event of any dispute, (including but not limited to litigation), arising under or from this contract, the prevailing party shall be entitled to collect all reasonable costs incurred, including reasonable attorney's fees, from the losing party.
11. Customer agrees that in the event that materials are out of state or unavailable at a local supply house, material of an equal quality can be substituted.
12. Every provision of this agreement is intended to be severable. If any terms or provision hereof is found by a Court of competent jurisdiction to be invalid, such invalidity shall not affect the validity of the balance of the Contract or the remaining terms and provisions hereof. This contract shall be governed and be construed in accordance with the laws of the State of Florida, and the parties hereto agree that the proper venue for adjudication in any manner resulting therefrom is in a Court of competent jurisdiction located in Putnam County, Florida.
13. FLORIDA HOMEOWNERS' CONSTRUCTION RECOVERY FUND: PAYMENT MAY BE AVAILABLE FROM THE FLORIDA HOMEOWNERS' CONSTRUCTION INDUSTRIES RECOVERY FUND IF YOU LOSE MONEY ON A PROJECT PERFORMED UNDER CONTRACT. WHERE THE LOSS RESULTS FROM SPECIFIED VIOLATIONS OF FLORIDA LAW BY A LICENSED CONTRACTOR. FOR INFORMATION ABOUT THE RECOVERY FUND AND FILING A CLAIM CONTACT THE FLORIDA CONSTRUCTION INDUSTRY LICENSING BOARD AT THE FOLLOWING TELEPHONE NUMBER AND ADDRESS: Tel. (850) 921-6593 Address: Construction Industry Licensing Board, 1940 North Monroe Street, Tallahassee, Florida 32399-0783.

VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



MICHAEL J. CZYMBOR
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

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FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT

DONALD E. HOLMES
CITY ATTORNEY

Regular meeting 2nd and 4th Thursdays each month at 6:00 p.m.

City of Palatka

R.C Willis Water Plant Re-roofing Project

The City of Palatka, Florida is accepting bids for Water Plant Pumphouse and Elevated Storage Tank Control Building re-roofing.

Project Description

This project is for the re-roofing of two (2) buildings owned by the City of Palatka. Building #1 is located at 320 North Moody Road at the R.C. Willis Water Plant. Building #2 is located at 600 Westover Drive at the Elevated Water Storage Tank Facility. Building #1 is approximately 2100 sq ft and Building #2 is approximately 310 sq ft. The roofs of both buildings are of concrete slab construction and are currently covered with a tar and gravel roofing.

Scope of Work

The scope of work for this project will include the following:

1. The remove existing smooth surface built-up roof and insulation down to the existing concrete deck and dispose of all refuse at an approved site.
2. The preparation of roof surface to include cleaning as necessary and the repair of any defects found on the roof surface.
3. The application of new roofing materials to include:
 - a) Installation of one layer of 3/4 inch insulation board.
 - b) Installation of one layer of modified bitumen base sheet with a minimum thickness of 90 mils.
 - c) Installation of one layer of granular surface.
 - d) Installation of modified bitumen cap sheet with a minimum thickness of 165 mils.
 - e) Install all new 26 gauge, pre colored edge metal.
4. The clean-up of work areas when project is complete.
5. The contractor shall perform all work in a manner that adheres to industry standards and meets all applicable building code standards.

201 N. 2ND STREET • PALATKA, FLORIDA 32177
www.palatka-fl.gov

PHONE: (386) 329-0100

FAX: (386) 329-0106

6. The contractor shall pull all necessary permits and the cost of said permits will be included in the estimate provided by the contractor.

7. The contractor shall supply all labor, equipment, and materials required to complete the project.

Warranty

1. Contractor shall provide a two (2) year workmanship warranty effective on completion of project.

2. A twenty (20) year no-dollar-limit warranty will be provided by the membrane manufacturer.

Selection Criteria

The City of Palatka will award this contract based on the contractor's demonstrated ability to complete the project in a timely manner at the least expense to the City.

Instructions to Bidders

Bids are being accepted, until 2:00 p.m., February 21, 2014, by the City of Palatka to select a Roofing Contractor for the above stated purpose.

In order to facilitate review of bids, each Proposer must submit one (1) copy of the written proposal to the addresses listed below:

Melvin Register
Water Plant Superintendent
320 North Moody Rd.
Palatka, FL 32177
Phone: (386) 329-0144
Fax: (386) 329-0106
Email: mregister@palatka-fl.gov

Questions concerning these specifications should be directed to the address above.

Agenda Item

4



CITY COMMISSION AGENDA ITEM

SUBJECT:

PRESENTATION - Sea Level Rise: New, Certain and Everywhere. What To Do In Response? -- Robert Virnstein, PhD

SUMMARY:

Robert Virnstein has requested Agenda Placement to make a Power Point presentation to the City Commission regarding sea level rise. He has included a two-page handout which follows this summary.

Mr. Virnstein requests the Commission direct the Planning Director to incorporate sea level rise in long-term planning.

RECOMMENDED ACTION:

The Planning Director concurs on Mr. Virnstein's request to incorporate sea level rise in long-term planning.

ATTACHMENTS:

	Description	Type
D	<u>2-page Handout</u>	Backup Material

Sea Level Rise: New, Certain, and Everywhere. What to do in response?

by

Robert Virnstein, PhD

142 Elgin Road, E. Palatka

Ph: 386-546-0204

seagrass3@gmail.com

Presentation to Palatka City Commission, 3/13/14

A. A few local facts:

1. The St. Johns River at Palatka is tidal. Palatka has a tidal range (difference between low tide and high tide) of over 1 foot. Water level is basically at, or only a couple inches above, sea level.
2. Rainfall has little to do with water level. Only about 10% of water level variation is due to rainfall.
3. Ocean water level is the main driver of water level in the River. Strong north or south winds can also change water level briefly (for a few days).
4. Average water level in Oct-Nov is typically about a foot higher than the rest of the year.
5. Sea level is rising (graph 1).

B. Projections:

1. The rate of sea level rise is increasing.
2. Expect an additional rise of about 3 feet by the end of the century (graph 2), one lifetime.
Or, 15 inches by 2050, in 36 years. Generally, actual sea level rises have exceeded projections.

C. Implications:

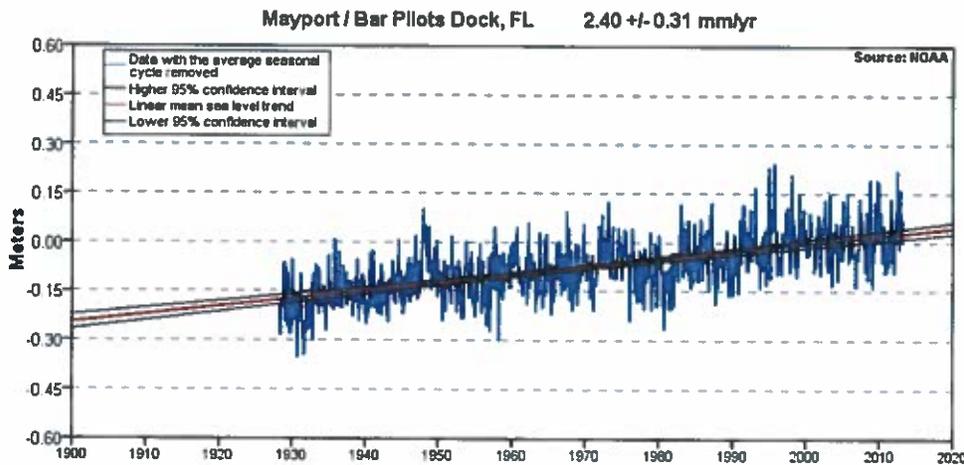
1. Low-lying areas will see an increase in magnitude, duration, and frequency of flooding.
2. Low-lying septic tanks will not function properly.
3. Wetlands will experience increased flooding; some may convert to open water.
4. All shorelines will move further up-slope – some a little; some a lot.
5. Development will have to retreat from the shoreline.
6. Docks will be covered at high tide.
7. There will be loss of riverfront property along the edge of the River.

D. What to do?

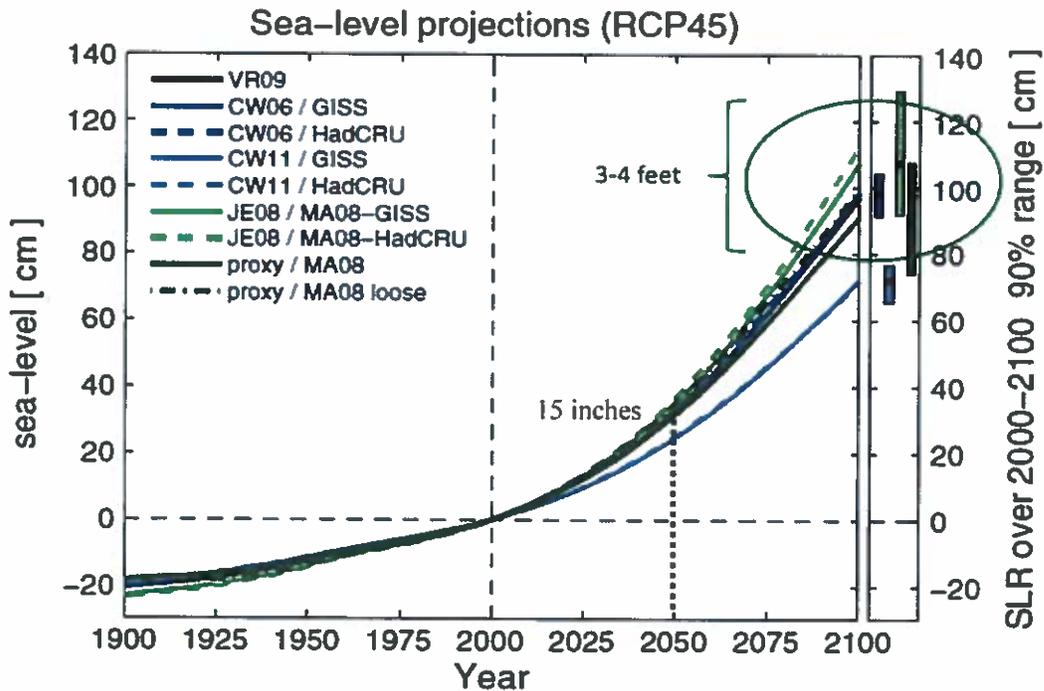
1. Confer with the City's Planning Director. Direct him to incorporate sea level rise in planning.
2. Planning must be long-term. Think decades.
3. Zoning laws will have to be changed to accommodate this increased flooding – both higher elevations plus a larger buffer (at least 1 foot) to accommodate the uncertainties of projections.
4. Development should not be permitted in places that will flood in the next few decades.

Two plots of sea level rise. The first is based simply on water level measurements. The second plot shows future projections.

Mean Sea Level Trend, Mayport, FL, 1928-2006



1. The mean sea level trend is 2.41 millimeters/year with a 95% confidence interval of +/- 0.31 mm/yr based on monthly mean sea level data from 1928 to 2006 which is equivalent to a change of 0.8 feet in 100 years, based on current, not projected rates.



2. Projections of sea level rise, based on 9 different models. The predictions cluster around 3-4 feet of sea level rise by the end of the century (one lifetime). By 2050, in 36 years: a rise of 15 inches. Projections by the Corps are similar or higher.

Agenda Item

5



CITY COMMISSION AGENDA ITEM

SUBJECT:

GP WETLAND EDUCATION CENTER - Items for Presentation, Discussion and/or Action:

- *a. Updated Conceptual Design for Center - 60% Building Design
- *b. Preliminary Review of Exhibits

SUMMARY:

a. Updated Conceptual Design for Center - See attached 60% design documents for the proposed Wetland Education Center. A presentation of the building design will be given at the meeting. Additional architectural modifications were made following the City Commission's last review. In addition, the site plan has been refined and the building has shifted to the North to create additional outdoor plaza space to the south.

Staff and the architect are seeking final feedback on the exterior elevations and approval of 60% design documents from the City Commission. The architect will then update the documents based upon feedback received. Final construction documents are scheduled to be completed by May 1st for City of Palatka and GP review.

b. Preliminary Review of Exhibits -Following this Summary you will find a written and illustrated description of the Wetland Education Center exhibits and interior design. Michael Lewis from Malone Design will be present to give a virtual tour of the facility and answer any questions. Malone has developed exhibits that highlight the St. Johns River, it's wetlands ecology and the impact the river has had on Palatka's history and culture.

This presentation is intended to keep the City Commission and public informed as to the development of the center. The Commission and public will be afforded an opportunity to provide feedback and comments on the 50% design of the exhibits. This presentation coincides with the review of 60% design documents of the Wetland Education Center building.

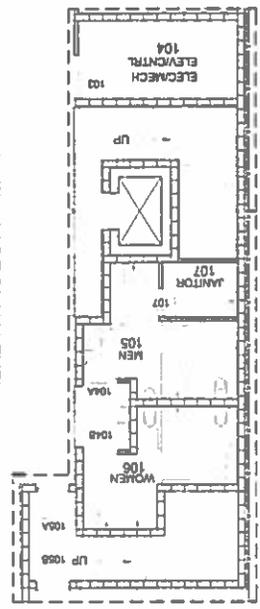
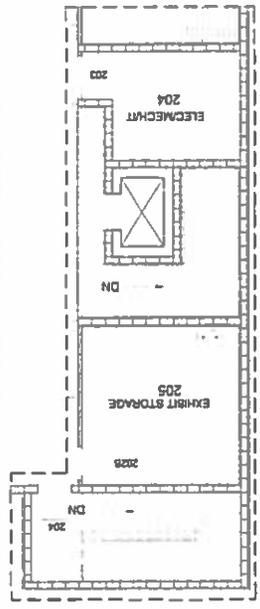
RECOMMENDED ACTION:

- a. Approve 60% Design Document**
- b. No action required on exhibits**

ATTACHMENTS:

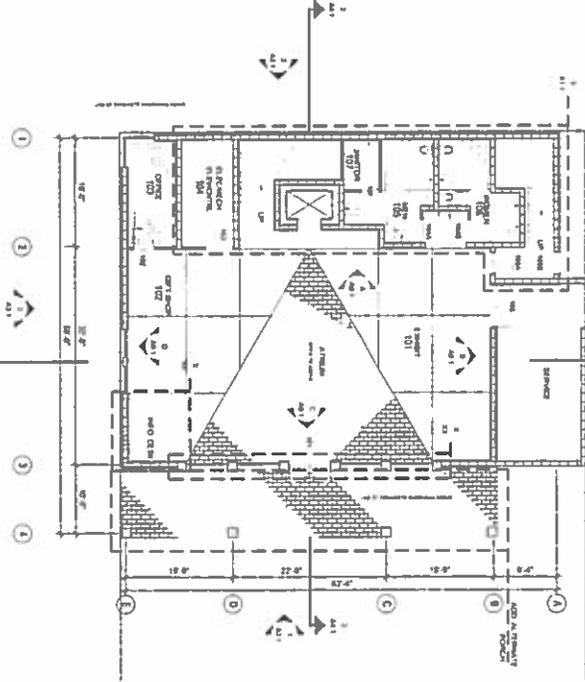
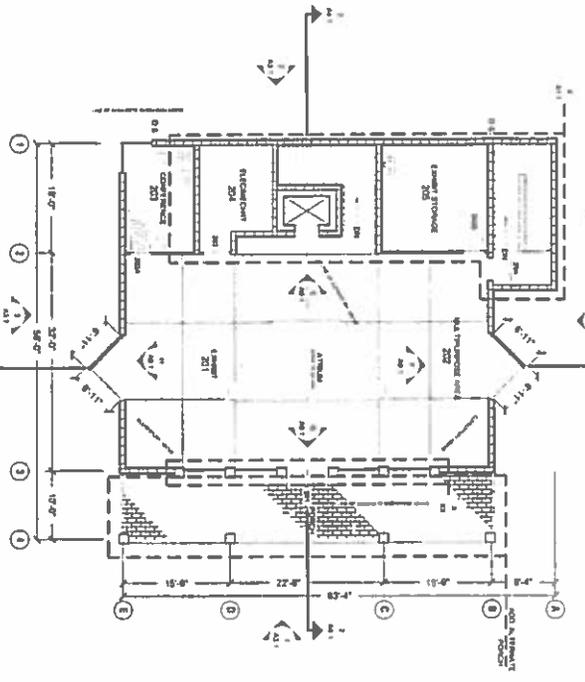
Description	Type
D <u>Wetland Education Center 50% Exhibit Design</u>	Backup Material

KEYNOTES



4 ENLARGED CORE PLAN LEVEL 2
SCALE: 3/16" = 1'-0"

3 ENLARGED CORE PLAN LEVEL 1
SCALE: 3/16" = 1'-0"



- FLOOR LEGEND
- 1. FLOOR FINISH
 - 2. WALL FINISH
 - 3. CEILING FINISH
 - 4. DOOR FINISH
 - 5. WINDOW FINISH
 - 6. STAIR FINISH
 - 7. ELEVATOR FINISH
 - 8. MECHANICAL FINISH

ST. JOHN'S
RIVER
WETLAND
CENTER

ARCHITECT
Le-Hui Partners
ARCHITECTS

4400 River Street, Suite 100
St. John's, Newfoundland
A1A 2K1, Canada
Tel: (709) 533-1111
Fax: (709) 533-1114
www.lehui.com

CONTRACTORS
J.P. Carter & Associates Inc.
General Contractors
Architectural Engineering
Mechanical Engineering
Electrical Engineering
Structural Engineering
Civil Engineering
Environmental Engineering
Landscape Architecture
Interior Design
Construction Management

FOR INFORMATION ONLY

80% CONTRACT DOCUMENTS

Sheet Title

FLOOR PLANS

Sheet Number

A1.1

DATE

2011.11.14

PROJECT

ST. JOHN'S RIVER WETLAND CENTER

CLIENT

ST. JOHN'S RIVER WETLAND CENTER

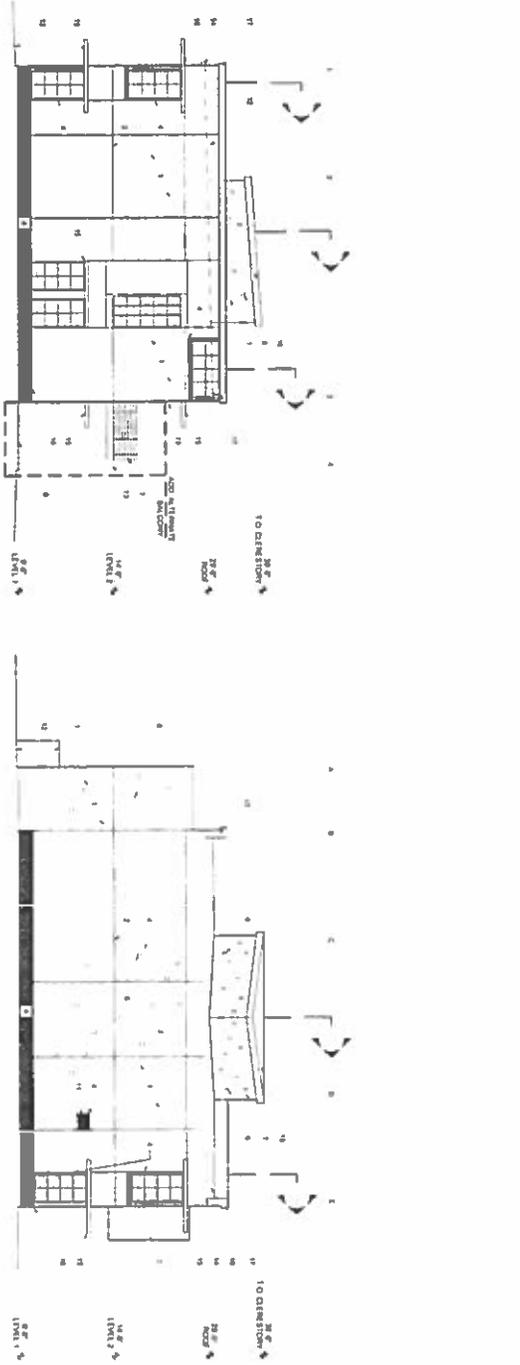
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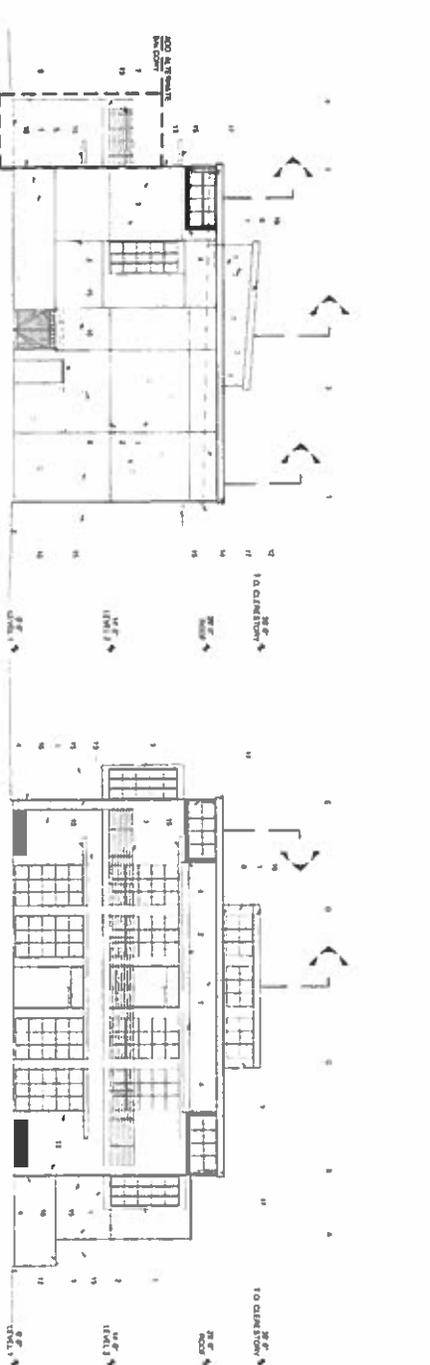
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4 NORTH
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Scale: 1/8" = 1'-0"

KEYNOTES

1. Structural steelwork to be erected using the following:
2. 1/2" thick steel plates for girders, beams, and joists.
3. 1/4" thick steel plates for floor and roof deck.
4. 1/2" thick steel plates for columns.
5. 1/4" thick steel plates for bracing.
6. 1/2" thick steel plates for connections.
7. 1/4" thick steel plates for stiffeners.
8. 1/2" thick steel plates for end plates.
9. 1/4" thick steel plates for shear plates.
10. 1/2" thick steel plates for moment-resisting connections.
11. 1/4" thick steel plates for shear studs.
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**ST. JOHN'S
RIVER
WETLAND
CENTER**

**Architect
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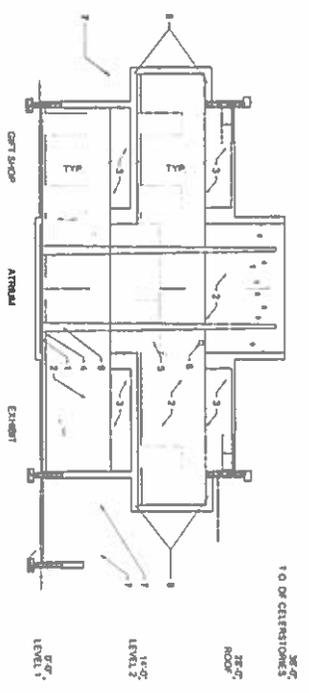
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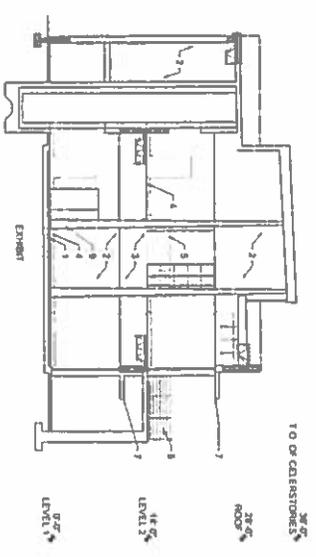
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KEYNOTES



2 SECTION 2
Scale: 1/8" = 1'-0"



1 SECTION 1
Scale: 1/8" = 1'-0"

- TO OF CEILING TOPS**
1. 2nd Floor Slab
 2. 3rd Floor Slab
 3. 1st Floor Slab
 4. 2nd Floor Slab
 5. 3rd Floor Slab
 6. 4th Floor Slab
 7. 5th Floor Slab
 8. 6th Floor Slab

**ST. JOHN'S
RIVER
WETLAND
CENTER**

Le-Hou Partners
ARCHITECTS

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Orlando, FL 32801
Phone: 407.251.1111
Fax: 407.251.1112

Consultants
Zac Conrad & Associates, Inc.
Civil and Structural
Structural Engineering
Mechanical Engineering
Electrical Engineering

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Revisions

No.	Description	Date

Scale
FOR INFORMATION ONLY

SECTIONS
Drawing Number: **A4.1**

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The St. Johns River Center
Adventures in a Wetlands Ecosystem

Visitor Experience Treatment

The anticipation of visiting this new destination in downtown Palatka will entice school groups and families alike to visit the area. The expectation of an 'adventure' is even more intriguing.

As visitors approach, they are put at ease by the open landscaping and gathering areas outside, and impressed by the equal parts modernity and tradition in the overall design of the new River Center building. There are plenty of places to sit outside and enjoy the day, as well as small activity stations with information about the river and local history placed along the walkways. The playful graphics and active tone of the information panels both compliment and set the standard for the experience inside.

Inside, visitors are immediately drawn to the central wetlands display - an iconic centerpiece that is part re-created wetlands (with realistic-looking trees, grasses, animals, water and terrain), part real river aquarium, and part interactive adventure. This area serves as the starting place for the public exhibits and introduction to the St. Johns River and wetlands ecosystems. A series of explorer characters (of various ages) serve as guides to the visitors as they make their way through the Center.

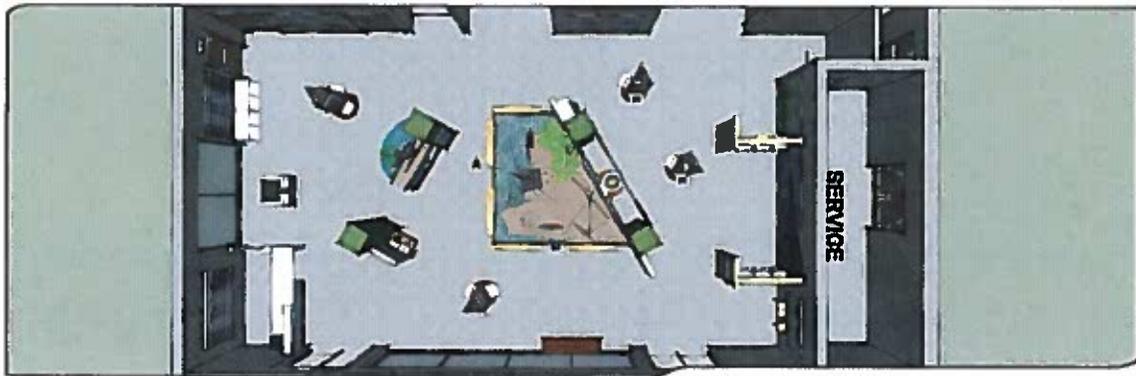


Concept rendering from left front entrance



Samples of previously completed work by Malone to show quality

and level of scenic detail for central display.



The lower level of the St. Johns River Center (SJRC) contains the information/retail desk, a small gift shop area, restrooms and interpretive exhibits dedicated specifically to wetland and river ecology and water conservation in the Palatka area (Lower St. Johns River).



The upper level includes a flexible meeting/classroom space, an impressive viewshed of the St. Johns River from the windowed overlooks and additional museum exhibits about the history of Palatka and its commerce. Above, shown with multipurpose space set for a class, below shown with just exhibits.



At the information desk (or a free standing kiosk near the entrance) visitors can obtain an 'Explorer's Map' which provides an enhanced, kid-friendly exhibit experience. This fun, double-sided activity sheet encourages visitors to make observations, collect information and solve puzzles at the six 'iSpy' stations found throughout the River Center. (Visitors can enjoy the exhibits without using the map packet, but it will be more of an 'adventure' with one!)



Concept rendering of iSpy stations and other wetlands exhibits and interactives

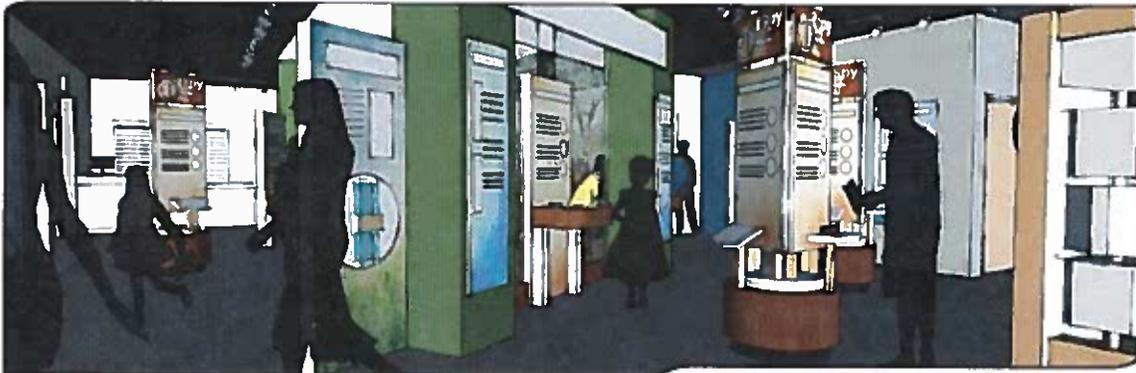
At an iSpy station, visitors will choose from one of three activities that will generate a random scavenger hunt clue. They will mark this clue on their map and then have to locate that information or item in nearby exhibits. A code letter can be found with each item when they find it. At the end, (when visitors collect all 6 code letters) they can take this 'password' to the information/retail desk and receive a prize, such as a sticker or a pencil.

The destination may be the same, but there will be hundreds of paths to take through the exhibit to get there, and you can guarantee that visitors will have collected specific knowledge of at least six plants, animals, wetlands habitats, or historical facts to take home with them!



Example of previously completed work by Malone to demonstrate a scavenger hunt activity successfully implemented at the Georgia Sea Turtle Center on Jekyll Island.

The first floor exhibits focus on the river and wetlands ecosystems in the Palatka area. Visitors will learn about their identifying qualities such as water, soil, vegetation and animal species. Bright, illustrated graphics and simple, low-tech interactives focus on the parts and flow of the river ('Which Way is Up?'), vocabulary ('Wetland Words'), watersheds, water conservation, pollution ('Down the Drain') and water quality and filtration ('Who Wants Clean Water!')



Concept rendering of iSpy stations and other wetlands exhibits and interactives



*Example of previously completed interactive exhibits by Malone
(Left to right: microscope station, wetlands water filtration, magnetic puzzle wall)*

Four 'iSpy' stations are located amongst these exhibits, connecting visitors to the central wetlands display, the freshwater aquarium, and the 'spotlight' panels which focus on critical plant and animal species found in each area. Visitors can draw and identify a random wetlands bird using the 'digital binoculars' or select from unmarked stamps to collect a mystery clue on their maps. Various leaf rubbings, track identification and audio clips also let visitors choose a unique path through the exhibits.



Concept rendering of underwater diorama, iSpy station and other wetlands exhibits and interactives



Example of previously completed interactive exhibits by Malone
(Left to right: spinning graphic with rubbing station, matching interactive, audio interactive)

Upstairs, visitors explore how the St. Johns River has influenced local history. From Native Americans to today, the lives of the people of the Palatka area have been shaped by the river as a natural resource, a hub of transportation and commerce, and for its beauty and bounty.



Concept rendering of second floor history and industry exhibits and interactives

Reproductions of local historical murals and observation windows looking out onto the actual river provide a colorful backdrop to the multipurpose meeting space, as well as the cultural exhibits. At the two 'iSpy' stations, visitors are encouraged to 'peek into the past' and investigate various time periods in Palatka's history. Visitors will learn about the Seminole Indians, European settlers, the 'golden age' of ferries and steamboats, and the rise of modern manufacturing. One updateable area will focus on the current manufacturing entities in Putnam County and their connection to the area's natural resources.



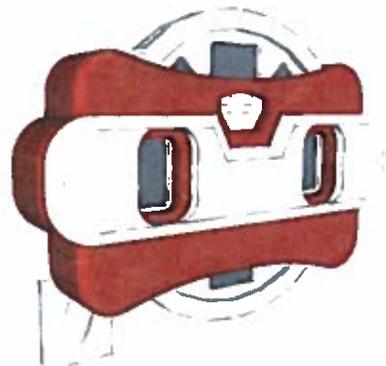
Concept rendering of second floor history and industry exhibits and interactives

A section on eco-tourism informs and encourages visitor take advantage of opportunities to enjoy the nature around them by fishing, hiking bird-watching, hunting, and nature photography – as visitors to the area have been doing in Palatka for over 100 years.

Out on the upper balcony, visitors can overlook the river and the rain garden below. Railing-mounted panels orient visitors to the view, while audio enhanced spotting scopes explain what they are seeing. Faux spotting scopes provide visitors with a 'look back in history' showing historic images of the river view as it would have been in times past.



Concept rendering of second floor balcony exhibits and interactives



*Example of previously completed interactive exhibits by Malone
(Left to right: faux spotting scope, Vista Scope audio model, view master interactive)*

The goal of the SJRC exhibit, *Adventures in a Wetlands Ecosystem*, is to provide a solid foundation for educational programming for school groups, as well as provide an engaging tourist experience for individuals and families that can be different upon multiple visits. Educating the public about the importance of the river's wetlands as a critical natural resource for both animals and people will hopefully inspire visitors to do their part to protect these dwindling ecosystems for present and future generations in Palatka to enjoy.

Agenda Item

6



CITY COMMISSION AGENDA ITEM

SUBJECT:

RESOLUTION 2014-10-54 approving and adopting modified covenants and restrictions to be included in the deed for Area 3, 100 Memorial Drive - to be conveyed to SHP Hospitality, and authorizing execution of all conveyance documents - Adopt

SUMMARY:

The City issued an RFP in March 2013 for the redevelopment of two blocks in Downtown Palatka and accepted a proposal from SHP Hospitality, LLC to redevelop Area 3 which was commonly know as the Frank George site or 100 Memorial Avenue. The City Commission adopted Resolution 2013-9-111 to adopt a non-binding letter of intent to purchase and redevelop the property. The City Commission then adopted Resolution 2013-9-153 which accepted and entered into a Purchase and Sale Agreement for the property. The parties since August has been developing infrastructure plans, architectural plans, and have been obtaining the required permits to proceed with development of the intended project. The parties are now prepared to proceed with the closing on the property and have agreed to some covenants and restrictions which will become part of the deed for the property.

RECOMMENDED ACTION:

Adopt the resolution approving and adopting modified Covenants and Restrictions as conditions to be included within the Deed by which "Area 3" as described in City of Palatka RFP 13-002, commonly known as the Frank George Site or 100 Memorial Drive, will be conveyed to SHP Hospitality, LLC, by the City; and authorizing the City Manager and Mayor to execute all documents necessary to accomplish conveyance.

ATTACHMENTS:

Description	Type
<input type="checkbox"/> <u>Resolution</u>	Cover Memo
<input type="checkbox"/> <u>Deed Restrictions & Covenants</u>	Exhibit
<input type="checkbox"/> <u>Draft Closing Statement</u>	Exhibit

RESOLUTION No. 2014 –10 -

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, APPROVING AND ADOPTING MODIFIED COVENANTS AND RESTRICTIONS AS CONDITIONS TO BE INCLUDED WITHIN THE DEED BY WHICH “AREA 3” AS DESCRIBED IN CITY OF PALATKA RFP 13-002, COMMONLY KNOWN AS THE FRANK GEORGE SITE OR 100 MEMORIAL DRIVE, WILL BE CONVEYED TO SHP HOSPITALITY, LLC, BY THE CITY; AND AUTHORIZING THE CITY MANAGER AND MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY TO ACCOMPLISH THE CONVEYANCE.

WHEREAS, on March 1, 2013 the City of Palatka issued a Request for Development Proposals for two blocks in Downtown Palatka commonly known as the Downtown Redevelopment Site(s); and

WHEREAS, SHP HOSPITALITY, LLC (SHP) submitted a timely response and proposal to redevelop “Area 3” as described within the Open Invitation for Submission of Development Proposals (RFP) 13-002, and more commonly known as the FRANK GEORGE SITE, hereafter “the property” and

WHEREAS, on May 13, 2013 the Palatka City Commission adopted Resolution 2013-9-111 approving a non-binding letter of intent from SHP pertaining to the purchase of the property; and authorized the City Manager to negotiate a purchase agreement on behalf of the City; and

WHEREAS, on August 29, 2013 the Palatka City Commission adopted Resolution 2013-9-153 which accepted and approved a Contract for Purchase and Sale of the property between the City and SHP Hospitality, LLC; and

WHEREAS, the parties have undertaken significant actions to effectuate the closing and sale of the property, including developing Deed Covenants and Restrictions designed to implement provisions contained within the Contract for Purchase and Sale, including provisions confirming the City’s ability to re-purchase the property in the event the intended project does not commence in accord with stated contractual provisions.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Palatka, Florida:

1. The Covenants and Restrictions proposed for inclusion within the deed of conveyance of the property are hereby approved and adopted.
2. The Mayor and City Manager are hereby authorized to execute all documents necessary to accomplish the conveyance of the property to SHP.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 13th day of March, 2014.

CITY OF PALATKA

By: **It's MAYOR**

ATTEST:

CITY CLERK

**APPROVED AS TO FORM
AND CORRECTNESS:**

CITY ATTORNEY

EXHIBIT "1 "

COVENANTS AND RESTRICTIONS

1. The use of that portion of the property and the development of that portion of the property designated within Exhibit A as "Phase I" ("Initial Development") shall be in accord with and consistent with the Site Plan set forth within Exhibit "C", both exhibits being attached hereto and incorporated by reference herein ("contemplated improvements").
2. The use of and development of "Phase II" ("Subsequent Development") shall be in accord with drawings, diagrams, and zoning and land use to be provided to the Grantor by the Grantee not less than six (6) months before the development of these portions of the property is to begin ("Contemplated Improvements"). Grantor shall review architectural elevations submitted by Grantee and may require modifications to such elevations to ensure general architectural compatibility with the City of Palatka, "downtown area". Grantor shall have the absolute right, in its sole and unbridled discretion, to disapprove the use and specific development proposed by Grantee and depicted within the drawings, diagrams, and descriptions provided with respect to the Subsequent Development. In the event Grantor disapproves the proposed Subsequent Development, Grantor and Grantee shall confer in an attempt to address Grantor's concerns or objections. Ultimately, Grantee shall not proceed with the Subsequent Development without Grantor's approval of same.
3. These covenants and restrictions may be enforced at the option of and by the Grantor and shall be effective and valid for a period of not less than four years (4) years from the date of closing. Subject to said limitation, these Covenants and Restrictions shall run with the land and shall be binding upon Grantee and its assigns.
4. Grantor shall not be required to consent to any modification of the approved permissible structures and uses at any time but instead Grantor retains the right in its sole and absolute discretion to consider any request to modify the uses and structures permissible at the property. For purposes of this paragraph, "permissible structures and uses" shall refer to those structures and those uses allowed by applicable codes and ordinances of the City of Palatka.
5. In the event Grantee has not, on or before two (2) years from the date of this deed, completed all contemplated improvements on that portion of the property designated as "Phase I" within the attached Exhibit "A", and in the event actual construction of said improvements has not commenced, then Grantor shall have the option of repurchasing the entire property at the purchase price originally paid by Grantee. Grantor shall notify Grantee of Grantor's desire to exercise this option not later than twenty-three months

(23) after closing and closing on the "repurchase" shall then occur within sixty (60) days thereafter. All "closing costs" associated with said "repurchase", including the cost of owner's policy of title insurance, shall be equally divided between the parties.

6. In the event Grantee has not, on or before three (3) years from the date on which the Grantee received a certificate of occupancy for Phase I, completed all contemplated improvements on that portion of the property designated as "Phase II" and within the attached Exhibit "A", and in the event and in the event actual construction of said improvements has not commenced, then Grantor shall have the option of purchasing said portion of the property from Grantee at a pro-rata share (based upon size of said portion as compared to the total size of the property) of the total purchase price. Grantor shall notify Grantee of Grantor's desire to exercise this option not later than twenty three (23) months after the Grantee received a certificate of occupancy for Phase 1 and closing on the "repurchase" shall then occur within sixty (60) days thereafter. All "closing costs" associated with said "repurchase," including the cost of owner's policy of title insurance, shall be equally divided between the parties.
7. In the event Grantor determines to exercise the option to repurchase the entire property as described in paragraph 5 above, Grantor agrees to pay certain additional expenses incurred by Grantee in addition to the purchase price originally paid by Grantee. The additional reimbursable expenses are as follows: Engineering Fee- \$8,000.00; Geotechnical Study- \$5,000.00; for a total of \$13,000.00. Grantee agrees to assign all such plans, specifications and design documents to Grantor when the repurchase closing occurs.
8. Prior to commencing actual construction, Grantee agrees not to encumber the property with a mortgage in an amount greater than the purchase price originally paid plus the reimbursable expenses described in paragraph 7 above.

January __, 2014

Seller – CITY OF PALATKA

Buyer- SHP HOSPITALITY, LLC

CLOSING STATEMENT

I. PURCHASE PRICE		\$163,000.00
a. DEPOSIT (Paid Directly to Seller)	\$ 5,000.00	
b. BALANCE TO CLOSE	<u>\$ 158,000.00</u>	
i. TOTAL	\$ 163,000.00	
II. BUYER'S CLOSING EXPENSES		
a. TITLE INSURANCE (OWNER'S)	\$ 940.00	
b. DOC. STAMPS (DEED)	\$ 1,141.00	
c. ATTORNEY'S FEES	P.O.C.	
d. PRO-RATION OF REAL ESTATE TAXES	N/A	
e. RECORD DEED	<u>\$ 52.50</u>	
TOTAL		\$ 2,133.50
III. SELLER'S CLOSING EXPENSES		
a. ATTORNEY'S FEES	P.O.C.	
b. PRO-RATION OF REAL ESTATE TAXES	<u>N/A</u>	
TOTAL		\$ 0.00
IV. TOTAL FUNDS IN TRUST		
a. SELLER'S CLOSING COSTS (PAID BY SELLER)	\$ 0.00	
b. BUYER'S CLOSING COSTS (PAID BY BUYER)	\$ 2,133.50	
c. Buyer's " BALANCE TO CLOSE"	<u>\$ 158,000.00</u>	
TOTAL		\$ 160,133.50
V. DISBURSEMENTS FROM TRUST		

a. PALATKA ABSTRACT & TITLE GUARANTY CO. , INC.	\$ 940.00	
b. CLERK OF CIRCUIT COURT	\$ 1,193.50	
c. City of Palatka	<u>\$ 158,000.00</u>	
TOTAL		\$ 160,133.50

THE UNDERSIGNED, BUYER AND SELLER, ACKNOWLEDGE AND AGREE THAT THE AMOUNTS AND ALLOCATIONS OF PURCHASE PRICE AND EXPENSES AS SET FORTH IN THIS DOCUMENT ARE ACCURATE AND CONSISTENT WITH THE TERMS OF THE CONTRACT FOR SALE AND PURCHASE EXECUTED BY AND BETWEEN THEM.

SELLER:

CITY OF PALATKA

By: _____

Its: _____

BUYERS:

SHP HOSPITALITY LLC

By: _____

Its: _____

Agenda Item

7



CITY COMMISSION AGENDA ITEM

SUBJECT:

ORDINANCE amending Zoning Code Section 94-149, 94-161, and 94-162 to apply overlay zoning standards to the Downtown zoning districts and adjacent areas within the C-2 zoning district and adding provisions establishing design standards for exterior alterations and new construction - First Reading

SUMMARY:

This ordinance would amend the Zoning Code to apply overlay zoning standards to the Downtown zoning districts and adjacent areas within the C-2 Zoning District. The intent of the overlay is to encourage revitalization while protecting the unique character of Downtown Palatka. Staff has developed a set of draft design guidelines over the last year, working with Palatka Main Street and Downtown Palatka, Inc., along with other groups and interested citizens to present the standards and obtain input. The Planning Board has held three well-attended public hearings (November 5, 2013; December 3, 2013 and February 4, 2014) and one workshop (January 7, 2014) on this item.

The overlay identifies two downtown areas: the retail core (St. Johns Ave. properties minus the government complex around the courthouse) and the periphery (Main to Oak, river to railroad, excluding the South Historic District). The standards provide a list of uses for the retail core that focuses on retail, restaurant, service, and professional office uses. Allowable and other uses in the periphery area would remain unchanged. The overlay standards include design standards for exterior alterations and new construction – interior construction is not regulated by these zoning standards, but is still subject to building, fire and other applicable codes. Exterior design standards cover awnings, balconies, exterior materials, lighting, landscaping, roofs, storefronts, signs, windows, street walls, and fencing, and include limited building color regulations. These standards guide redevelopment and development to be in keeping with the historic appearance of downtown.

RECOMMENDED ACTION:

Pass on first reading an ordinance applying overlay zoning standards to downtown zoning districts and adjacent areas within the C-2 zoning district, and adding provisions for design standards for exterior alterations and new construction.

ATTACHMENTS:

Description	Type
Ordinance	Ordinance
Ordinance Exhibit A (Uses)	Ordinance
Ordinance Exhibit B (Development Standards)	Exhibit
Staff Report (January)	Backup Material
Staff Report (February)	Backup Material
Planning Board Minutes (November)	Backup Material
Planning Board Minutes (December)	Backup Material
Planning Board Minutes (January)	Backup Material
Planning Board Minutes (February)	Backup Material
Planning Board Powerpoint	Backup Material
Planning Board Powerpoint	Backup Material
Main St Powerpoint	Backup Material
Main Street Letter of Support	Backup Material

This instrument prepared by:
Thad Crowe, AICP
201 North 2nd Street
Palatka, Florida 32177

ORDINANCE NO. 14 -

**AN ORDINANCE OF THE CITY OF
PALATKA, FLORIDA, AMENDING LISTS
OF USES IN ZONING CODE SECTION 94-
149, 94-161 AND 94-162, AND ADDING
PROVISIONS ESTABLISHING EXTERIOR
ALTERATION AND NEW CONSTRUCTION
DESIGN STANDARDS IN DOWNTOWN
ZONING DISTRICTS, AND CONTAINED
WITHIN; PROVIDING FOR SEVERABILITY
AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, application has been made by the Building and Zoning Department for certain amendments to the Zoning Code of the City of Palatka, Florida, and

WHEREAS, all the necessary procedural steps have been accomplished, including public hearings before the Planning Board of the City of Palatka on November 6, 2012, December 3, 2013, and February 4, 2013; and two public hearings before the City Commission of the City of Palatka on March 13, 2014, and March 27, 2014; and

WHEREAS, the City Commission of the City of Palatka has determined that said amendment should be adopted.

NOW, THEREFORE, BE IT ENACTED BY THE CITIZENS OF THE CITY OF PALATKA, FLORIDA:

Section 1. Zoning Code Sections 94-149, 94-161, and 94-162 shall be amended as set forth in Exhibit A: Zoning Code Section 94-149 (Development Standards in C-2 Zoning) and Sections 161 and 162 (Downtown) Use Standards.

Section 2. New Sections 94-202 and 94-203, under Supplementary Zoning Standards, shall be created and shall include exterior alteration and new construction standards, as set forth in Exhibit B: Downtown Zoning Overlay Exhibit B: Additional Development Standards.

Section 3. To the extent of any conflict between the terms of this ordinance and the terms of any ordinance previously passed or adopted, the terms of this ordinance shall supersede and prevail.

Section 4. A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka, Florida.

Section 5. This Ordinance shall become effective immediately upon its final passage by the City Commission.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 27th day of March, 2014.

CITY OF PALATKA

BY: _____
Its MAYOR

ATTEST:

City Clerk

EXHIBIT A: ZONING CODE SECTION 94-149 (DEVELOPMENT STANDARDS IN C-2 ZONING) AND SECTIONS 161 & 162 (DOWNTOWN) USE STANDARDS

Sec. 94-161. - DR downtown riverfront district.

- (a) Intent and purpose. The Downtown Riverfront (DR) District is established for the purpose of providing a pedestrian oriented, retail/entertainment area that has historically been downtown and its waterfront area. The boundaries of this district extend from the St. Johns River west along Reid Street, St. Johns Avenue and Laurel Street to South 4th Street including portions of its intersecting streets and along the riverfront from Madison Street southward to the end of the city park. Within this area is the retail core, consisting of properties that front on St. Johns Ave., and the periphery, which is the remainder of the district. It is further intended that this district would become an area of unique character with balanced commercial, residential, and public and other places in which people feel safe and comfortable. It is also intended that this district discourage uses within the retail core that are likely to create friction with pedestrian movement and the primary activities for which the district is intended.
- (b) Permitted principal uses, activities, and structures. Unless otherwise expressed herein, uses not specifically listed as permitted shall be prohibited. Uses referencing the periphery shall only be allowed within that area. Sale, display preparation, and repair incidental to sales and storage shall be conducted on private property only with the exception of items allowed on the sidewalk per section 70-31. Permitted principal uses, activities, and structures in the downtown riverfront district are as follows:
- (1) General retail establishments which include:
 - a. Antiques and collectibles.
 - b. Appliances.
 - c. Arcades.
 - d. Art.
 - e. Arts and crafts.
 - f. Auction houses.
 - g. Bakeries (retail).
 - h. Bait and tackle shops.
 - i. Bicycle shops.
 - j. Billiard parlors and indoor recreation and amusement facilities.
 - k. Books and periodicals.
 - l. Cameras (including incidental repair) and photographic supplies.
 - m. Candy and confectionary shops.
 - n. Convenience stores without gas pumps (periphery).

- o. Delicatessens.
 - p. Department and discount stores.
 - q. Electronics and appliances (including incidental repairs).
 - r. Farmer's markets, as defined and regulated by section 94-201 of the Zoning Code.
 - s. Flowers and gifts.
 - t. Fish and seafood shops (retail).
 - u. Furniture stores.
 - v. Gifts.
 - w. Gourmet shops.
 - x. Grocery stores under 30,000 square feet.
 - y. Hardware stores.
 - z. Health food shops.
 - aa. Hobby shops.
 - bb. Jewelers (including incidental repair).
 - cc. Leather goods and luggage.
 - dd. Marine hardware and supplies shops.
 - ee. Mobile food vendors and push carts.
 - ff. Musical instruments and supplies.
 - gg. Office equipment and furniture and supplies.
 - hh. Pet stores.
 - ii. Pharmaceuticals.
 - jj. Plant shops.
 - kk. Specialty foods.
 - ll. Sporting goods.
 - mm. Sundries and notions.
 - nn. Wearing apparel.
 - oo. Any retail establishment which incorporates any of the above.
- (2) General service establishments shall include:
- a. Aquariums.
 - b. Barbershops and beauty shops.
 - c. Bars, nightclubs, or taverns (See chapter 10).
 - d. Coffee shops.
 - e. Copy, mailbox, or shipping shops.
 - f. Dance studios.
 - g. Fitness centers.
 - h. Fraternal organizations (periphery).
 - i. Health spas.
 - j. Interior designer studios.
 - k. Job printing.
 - l. Martial arts or comparable physical activities studios.
 - m. Museums and galleries.
 - n. Package liquor stores without drive-through facilities (See chapter 10) (periphery).
 - o. Photographic studios.

- p. Restaurants, and restaurants with ~~or without~~ drive-in facilities (periphery), ~~but without~~ ~~drive through facilities~~.
 - q. Shoe repair shops.
 - r. Tailor shops.
 - s. Travel agencies.
 - t. Trophy and awards sales and assembly.
 - u. Upholstery and reupholstery shops.
- (3) Professional establishments shall include:
- a. Architectural and related services.
 - b. Attorney offices.
 - c. Business offices.
 - d. Dental offices.
 - e. Financial offices without drive-through facilities.
 - f. General professional services.
 - g. Investment offices.
 - h. Medical offices.
 - i. Real estate offices and related services.
 - j. Surveyors offices.
- (4) Houses of worship and accessory facilities (periphery).
- (5) Residential uses, subject to development standards of this section.
- (6) Permitted accessory uses, activities, and structures. Permitted accessory uses, activities, and structures which are customarily accessory and clearly incidental and subordinate to permitted or permissible uses and structures are allowed and must be located on the same lot as the permitted or permissible use or structure, or on a contiguous lot in the same ownership. The operations and/or structures must be consistent with the character of the district. Unless otherwise expressed herein, uses not specifically listed as accessory shall be prohibited. Permitted accessory uses, activities, and structures are as follows:
- (1) Appurtenant structures (i.e. garages, sheds, swimming pools, decks, boat houses) as an accessory to existing residential dwellings (periphery).
 - (2) Boat repair and sales as an integral part of a marina (periphery).
 - (3) Laundry facilities as an integral part of a hotel or marina.
 - (4) Outside sale and display of goods at city approved functions and events.
 - (5) Warehousing and/or storage completely enclosed within the principal building.
 - (6) Meeting space and limited retail sales as an

accessory use to hotels.

- (7) Open air dining on public sidewalks provided a minimum horizontal clearance of four feet is maintained.
 - (8) Making of goods for sale at retail on the premises, with no odor, fumes, or other emissions detectable to normal senses from off the premises.
 - (9) Manufacturing, fabrication, and assembly activities associated with the retail sale of arts and crafts, with no odor, fumes, or other emissions detectable to normal senses from off the premises.
 - (10) Other uses that in the written opinion of the Planning Director are customarily accessory and clearly incidental and subordinate to permitted or permissible uses, are located on the same premises as the permitted or permissible use or structure, and do not involve operations not in keeping with the character of the district.
- (d) *Prohibited uses, activities, and structures. In addition to the expressly prohibited uses, activities, and structures listed herein, any uses, activities, or structures not specifically listed shall be prohibited. Prohibited uses, activities, and structures are as follows:*
- (1) *Adult entertainment establishments, uses, and activities (as defined and regulated by chapter 3 of the Municipal Code).*
 - (2) *Communication towers.*
 - (3) *Drive-through facilities.*
 - (4) *Manufacturing, fabrication, and assembly activities, except as a conditional accessory use.*
 - (5) *Outside sale, display, rental, or storage of construction equipment, rental trucks and trailers.*
 - (6) *Roadside vending.*
 - (7) *Rooming and boarding houses.*
 - (8) *Warehousing and/or storage, except as an accessory use.*
- (e) *Conditional uses, activities, or structures. Unless otherwise expressed herein, uses not specifically listed as conditional shall be prohibited conditional uses, activities, or structures are as follows:*
- (1) *Car wash facilities (periphery).*
 - (2) *Colleges, vocational schools and preschools (periphery).*
 - (3) *Community production or movie theaters.*
 - (4) *Convention facilities.*

- (5) Dry cleaning and laundry retail service and self-service establishments (periphery).
 - (6) Dwelling, one-family or single-family, excluding parcels abutting St. Johns Avenue (periphery).
 - (7) Hotels and motels.
 - (8) Marinas, with or without fuel dispensing facilities (periphery).
 - (9) Multi-level parking facilities, and commercial parking lots (periphery).
 - (10) Outdoor recreational activities (i.e.: watercraft rentals; rental of bicycles; rental of mopeds or scooters with a motor rated not in excess of two brake horsepower and displacement not to exceed 50 cubic centimeters; trolleys or carriages for hire).
 - (11) Outdoor amphitheaters (periphery), and parks.
 - (12) Residential dwellings consisting of three or more units located above the first floor of a commercial use.
 - (13) The expansion or reconstruction of any use which existed within the district on the effective date of the establishment of the district which is not otherwise permitted or permissible.
- (f) Conditional accessory uses, activities, or structures. Permitted conditional accessory uses, activities, and structures which are customarily accessory and clearly incidental and subordinate to permitted or permissible uses and structures are allowed and must be located on the same lot as the permitted or permissible use or structure, or on a contiguous lot in the same ownership. The operations and/or structures must be consistent with the character of the district. Unless otherwise expressed herein, uses not specifically listed as accessory shall be prohibited. Permitted conditional accessory uses, activities, and structures are as follows:
- (1) Child care facilities.
 - (2) Making of goods for sale at retail on the premises.
 - (3) Manufacturing, fabrication, and assembly activities.
 - (4) Open air dining on public sidewalks provided a minimum horizontal clearance of four feet is maintained.
 - (5) Wall graphics.
- (g) Development standards (see Division 3, Supplementary District Regulations, for additional standards).
- (1) For commercial uses:
 - a. Maximum density: Not applicable.
 - b. Minimum lot area: Unrestricted.
 - c. Minimum lot width: 25 feet.
 - d. Minimum lot coverage: Not applicable.
 - e. Maximum building or structure height: 60 feet.

(2) For residential uses: All new (after May 1, 2003) residential uses shall be above the first floor for buildings fronting on St. Johns Avenue as secondary to a permitted use and shall be complete residential dwelling units as defined by the Florida Building Code and shall be regulated as to size by the following:

- a. Efficiency/one bedroom: 300 total square feet.
- b. One bedroom: 500 total square feet
- c. Two bedroom: 650 total square feet.
- d. Three bedroom: 800 total square feet.
- e. Each additional bedroom: add 150 total square feet.
- f. Maximum building or structure height: 60 feet.
- g. Maximum Density: 20 units per acre, as calculated for entire DB and DR zoning districts.

(h) through (j) - no changes.

Sec. 94-161. - DB downtown business district.

(a) Intent and purpose. The Downtown Business (DB) District is established for the purpose of providing a transitional buffer between the Downtown Riverfront (DR) District and the more intensive uses which would be inconsistent with the intent of the Downtown Riverfront (DR) District. This district would provide a broader range of activities and uses that would support development within the Downtown Riverfront (DR) District. The boundaries of this district extend along St. Johns Avenue and Reid Street (with the exception of from 4th Street to the railroad tracks and Oak Street and Laurel Street from 4th Street to the railroad tracks. The boundaries of this district extend from the St. Johns River on the east, 4th St. on the west, both sides of Main St. on the north, and Laurel St. on the south, with all areas of the North and South Historic District excluded. The larger area consists of the retail core, being properties that front on St. Johns Ave., and the periphery, which is the remainder of the district.

(b) Permitted principal uses, activities, and structures. Unless otherwise expressed herein, uses not specifically listed as permitted shall be prohibited. Uses referencing the periphery shall only be allowed within that area. Sale, display preparation, and repair incidental to sales and storage shall be conducted on private property only with the exception of items allowed on the sidewalk per section 70-31. Permitted principal uses, activities, and structures in the downtown business (DB) district are as follows:

- (1) General retail establishments which include:
 - a. Antiques and collectibles.
 - b. Appliances and electronics.
 - c. Arcades.
 - d. Art.
 - e. Arts and crafts.
 - f. Auction houses.
 - g. Automotive parts (excluding repair and/or installation)
 - h. Bakeries (retail).
 - i. Bait and tackle shops.
 - j. Bicycle shops.
 - k. Billiard parlors and indoor recreation and amusement facilities.
 - l. Books and periodicals.
 - m. Cameras (including incidental repair) and photographic supplies.
 - n. Candy and confectionary shops.
 - o. Convenience stores without gas pumps (periphery).
 - p. Delicatessens.
 - q. Department and discount stores.
 - r. Electronics and appliances (including incidental repairs).
 - s. Farmer's markets, as defined and regulated by section 94-201 of the Zoning Code.
 - t. Flowers and gifts.
 - u. Fish and seafood shops (retail).
 - v. Furniture stores.
 - w. Gifts.
 - x. Gourmet shops.
 - y. Grocery stores.
 - z. Hardware.
 - aa. Health food shops.
 - bb. Hobby shops.
 - cc. Jewelers (including incidental repair).
 - dd. Leather goods and luggage.
 - ee. Marine hardware and supplies shops.
 - ff. Mobile food vendors and push carts.
 - gg. Musical instruments and supplies.
 - hh. Office equipment and furniture and supplies.
 - ii. Pet stores.
 - jj. Plant shops.
 - kk. Pharmaceuticals.
 - ll. Specialty and gourmet foods.
 - mm. Sporting goods.
 - nn. Sundries and notions.
 - oo. Toys.
 - pp. Wearing apparel.

- qq. Any retail establishment which incorporates any of the above.
- (2) General service establishments shall include:
 - a. Aquariums.
 - b. Barbershops and beauty shops.
 - c. Bars, nightclubs, or taverns (See chapter 10).
 - d. Coffee shops.
 - e. Copy, mailbox, or shipping shops.
 - f. Dance studios.
 - g. Fitness centers.
 - h. Fraternal organizations (periphery).
 - i. Funeral homes.
 - j. Health spas.
 - k. Interior designer studios.
 - l. Job printing.
 - m. Martial arts or comparable physical activities studios.
 - n. Museums and galleries.
 - o. Package liquor stores without drive-through facilities (See chapter 10) (periphery).
 - p. Pet grooming without overnight boarding.
 - q. Photographic studios.
 - r. Restaurants, and restaurants with ~~or without~~ drive-in facilities (periphery), ~~but without drive-through facilities~~.
 - s. Shoe repair shops.
 - t. Tailor shops.
 - u. Travel agencies.
 - v. Trophy and awards sales and assembly.
 - w. Upholstery and reupholstery shops.
- (3) Professional establishments shall include:
 - a. Architectural and related services.
 - b. Attorney offices.
 - c. Business offices.
 - d. Dental offices.
 - e. Financial offices without drive-through facilities.
 - f. General professional services.
 - g. Investment offices.
 - h. Medical offices.
 - i. Real estate offices and related services.
 - j. Surveyors offices.
- ~~(4) Houses of worship and accessory facilities.~~
- (5) Residential uses, subject to development standards of this section.
- (c) Permitted accessory uses, activities, and structures. Permitted accessory uses, activities, and structures which are customarily accessory and clearly incidental and subordinate to permitted or permissible uses and structures

are allowed and must be located on the same lot as the permitted or permissible use or structure, or on a contiguous lot in the same ownership. The operations and/or structures must be consistent with the character of the district. Unless otherwise expressed herein, uses not specifically listed as accessory shall be prohibited. Permitted accessory uses, activities, and structures are as follows:

- (1) Appurtenant structures (i.e. garages, sheds, swimming pools, decks, boat houses) as an accessory to existing residential dwellings (periphery).
 - (2) Boat repair and sales as an integral part of a marina (periphery).
 - (3) Laundry facilities as an integral part of a hotel or marina.
 - (4) Outside sale and display of goods at city approved functions and events.
 - (5) Warehousing and/or storage completely enclosed within the principal building.
 - (6) Meeting space and limited retail sales as an accessory use to hotels.
 - (7) Open air dining on public sidewalks provided a minimum horizontal clearance of four feet is maintained.
 - (8) Making of goods for sale at retail on the premises, with no odor, fumes, or other emissions detectable to normal senses from off the premises.
 - (9) Manufacturing, fabrication, and assembly activities associated with the retail sale of arts and crafts, with no odor, fumes, or other emissions detectable to normal senses from off the premises.
 - (10) Other uses that in the written opinion of the Planning Director are customarily accessory and clearly incidental and subordinate to permitted or permissible uses, are located on the same premises as the permitted or permissible use or structure, and do not involve operations not in keeping with the character of the district.
- (d) Prohibited uses, activities, and structures. In addition to the expressly prohibited uses, activities, and structures listed herein, any uses, activities, or structures not specifically listed shall be prohibited. Prohibited uses, activities, and structures are as follows:
- (1) Adult entertainment establishments, uses, and activities (as defined and regulated by chapter 3 of the Municipal Code).
 - (2) Communication towers.
 - (3) Drive-through facilities.

- (4) Manufacturing, fabrication, and assembly activities, except as a conditional accessory use.
 - (5) Outside sale, display, rental, or storage of construction equipment, rental trucks and trailers.
 - (6) Roadside vending.
 - (7) Rooming and boarding houses.
 - (8) Warehousing and/or storage, except as an accessory use.
- (e) Conditional uses, activities, or structures. Unless otherwise expressed herein, uses not specifically listed as conditional shall be prohibited conditional uses, activities, or structures are as follows:
- (1) Car wash facilities (periphery).
 - (2) Colleges, and vocational schools and preschools (periphery).
 - (3) Community production or movie theaters.
 - (4) Convention facilities.
 - (5) Dry cleaning and laundry retail service and self-service establishments (periphery).
 - (6) Dwelling, one-family or single-family, excluding parcels abutting St. Johns Avenue (periphery).
 - (7) Hotels and motels.
 - (8) Marinas, with or without fuel dispensing facilities (periphery).
 - (9) Multi-level parking facilities, and commercial parking lots (periphery).
 - (10) Outdoor recreational activities (i.e.: watercraft rentals; rental of bicycles; rental of mopeds or scooters with a motor rated not in excess of two brake horsepower and displacement not to exceed 50 cubic centimeters; trolleys or carriages for hire).
 - (11) Outdoor amphitheaters (periphery), and parks.
 - (12) Residential dwellings consisting of three or more units located above the first floor of a commercial use.
 - (13) The expansion or reconstruction of any use which existed within the district on the effective date of the establishment of the district which is not otherwise permitted or permissible.
- (f) Conditional accessory uses, activities, or structures. Permitted conditional accessory uses, activities, and structures which are customarily accessory and clearly incidental and subordinate to permitted or permissible uses and structures are allowed and must be located on the same lot as the permitted or permissible use or structure, or on a contiguous lot in the same ownership. The operations and/or structures must be consistent with the character of the district. Unless otherwise expressed herein, uses not

specifically listed as accessory shall be prohibited. Permitted conditional accessory uses, activities, and structures are as follows:

- (1) Child care facilities.
 - (2) Making of goods for sale at retail on the premises.
 - (3) Manufacturing, fabrication, and assembly activities.
 - (4) Open air dining on public sidewalks provided a minimum horizontal clearance of four feet is maintained.
 - (5) Owner or employee occupied residence located on the first floor and accessible through a rear entrance or through the main entrance of the permitted principal use as a conditional accessory use only.
 - (6) Wall graphics.
- (g) Development standards (see Division 3, Supplementary District Regulations, for additional standards).
- (1) For commercial uses:
 - a. Maximum density: Not applicable.
 - b. Minimum lot area: Unrestricted.
 - c. Minimum lot width: 25 feet.
 - d. Minimum lot coverage: Not applicable.
 - e. Maximum building or structure height: 60 feet.
 - (2) For residential uses: All new (after May 1, 2003) residential uses shall be above the first floor for buildings fronting on St. Johns Avenue as secondary to a permitted use and shall be complete residential dwelling units as defined by the Florida Building Code and shall be regulated as to size by the following:
 - c. Efficiency/one bedroom: 300 total square feet.
 - d. One bedroom: 500 total square feet
 - c. Two bedroom: 650 total square feet.
 - d. Three bedroom: 800 total square feet.
 - e. Each additional bedroom: add 150 total square feet.
 - f. Maximum building or structure height: 60 feet.
 - g. Maximum Density: 20 units per acre, as calculated for entire DB and DR zoning districts.

(h) through (j): no change

Sec. 94-149. - C-2 intensive commercial district.

(a) through (e): no change

(f) Development standards (see Division 3, Supplementary District Regulations, for additional standards for

properties located in an area bounded by Main Street to the north, Reid Street to the south, N. 4th St. to the east, and the CSX railroad tracks to the west). Development standards for the C-3 district are as follows:

- (1) For residential uses: Same as for the R-3 district.
- (2) For all other uses:
 - a. Maximum impervious surface coverage: 70 percent of parcel, with an additional one percent reduction of impervious surface for each foot of structure height exceeding 35 feet.
 - b. Maximum structure height: 48 feet.
- (3) Minimum yards:
 - a. Rear: 5 feet, plus one foot for each foot of structure height exceeding 35 feet.
- (4) All construction shall be on continuous perimeter poured concrete footers measuring a minimum of 24 inches wide by eight inches deep. All construction also shall include a continuous masonry enclosure wall from the ground to the bottom exterior of the floor system.

(g): no change

PALATKA DOWNTOWN OVERLAY ZONING (DRAFT)

February, 2014



PALATKA DOWNTOWN OVERLAY ZONING (DRAFT)

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- 1. INTENT.** The downtown overlay zoning is intended to recognize the unique and historic function and appearance of the downtown retail business district and the surrounding area. The Overlay provides regulations to help ensure that new infill buildings and the renovation of existing buildings will blend with the fabric of the physical environment of Downtown Palatka, its existing buildings and the overall streetscape and not present a jarring contrast with existing community character and architecture. The Overlay also encourages uses that contribute to a vibrant and active shopping and business area.
- 2. DOWNTOWN ZONES.** The downtown area consists of two specific areas: the retail core and periphery.

PALATKA DOWNTOWN OVERLAY ZONING (DRAFT)

- A. **Retail Core:** this area includes properties fronting on St. Johns Ave. between the Riverfront Park and N./S. 11th St., excluding properties fronting on the north side of St. Johns Ave. between N. 4th St. and N. 6th St.
- B. **Periphery:** this area includes all areas zoned DB (Downtown Business) and DR (Downtown Riverfront), excluding the Retail Core and South Historic District, and also includes areas within the C-2 zoning district south of Main Street between the riverfront and N. 11th St.

3. ALLOWABLE USES.

Listed allowable and other uses outlined this section will replace those found in the DB (Downtown Business) and DR (Downtown Riverfront) zoning districts. All other provisions of the DB and DR zoning are still applicable. Allowable uses and other standards within the Periphery zone are subject to the underlying zoning district.

- A. **Allowable Uses.** The retail core, identified as all properties fronting on St. Johns Ave. between the Riverfront Park and 11th St. are subject to the following use, activity, and structure regulations, as well as development and design standards set forth in Sec. 94-202. (Revised text indicates departures from the DB and DR zoning use regulations.)

- 1. **General retail establishments which include:**
 - a. Antiques and collectibles.
 - b. Appliances.
 - c. Arcades.
 - d. Art.
 - e. Arts and crafts.
 - f. Auction houses.
 - g. Bakeries (retail).
 - h. Bait and tackle shops.
 - i. Bicycle shops.
 - j. Billiard parlors and indoor recreation and amusement facilities.
 - k. Books and periodicals.
 - l. Cameras (including incidental repair) and photographic supplies.
 - m. Candy and confectionary shops.
 - ~~n. Convenience stores without gas pumps.~~
 - ~~o-n.~~ Delicatessens.
 - ~~p-o.~~ Department and discount stores.
 - ~~q-p.~~ Electronics and appliances (including incidental repairs).
 - ~~r-q.~~ Farmer's markets, as defined and regulated by section 94-201 of the Zoning Code.
 - ~~s-r.~~ Flowers and gifts.
 - ~~t-s.~~ Fish and seafood shops (retail).
 - ~~u-t.~~ Furniture stores.
 - ~~v-u.~~ Gifts.
 - ~~w-v.~~ Gourmet shops.
 - ~~x-w.~~ Grocery stores under 30,000 square feet.
 - ~~y-x.~~ Hardware stores.
 - ~~z-y.~~ Health food shops.

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- ~~aa-z.~~ Hobby shops.
- ~~bb-aa.~~ Jewelers (including incidental repair).
- ~~cc-bb.~~ Leather goods and luggage.
- ~~dd-cc.~~ Marine hardware and supplies shops.
- ~~ee-dd.~~ Mobile food vendors and push carts.
- ~~ff-ee.~~ Musical instruments and supplies.
- ~~gg-ff.~~ Office equipment and furniture and supplies.
- ~~hh-gg.~~ Pet stores.
- ~~ii-hh.~~ Pharmaceuticals.
- ~~jj-ii.~~ Plant shops.
- ~~kk-ji.~~ Specialty foods.
- ~~ll-kk.~~ Sporting goods.
- ~~mm-ll.~~ Sundries and notions.
- ~~nn-mm.~~ Wearing apparel.
- ~~oo-nn.~~ Any retail establishment which incorporates any of the above.

(2) General service establishments shall include:

- a. Aquariums.
- b. Barbershops and beauty shops.
- c. Bars, nightclubs, or taverns (See chapter 10).
- d. Coffee shops.
- e. Copy, mailbox, or shipping shops.
- f. Dance studios.
- g. Fitness centers.
- ~~h. Fraternal organizations.~~
- ~~hi.~~ Health spas.
- ~~ij.~~ Interior designer studios.
- ~~jk.~~ Job printing.
- ~~kl.~~ Martial arts or comparable physical activities studios.
- ~~lm.~~ Museums and galleries.
- ~~n. Package liquor stores without drive-through facilities (See chapter 10).~~
- ~~mo.~~ Photographic studios.
- ~~np.~~ Restaurants without drive-through facilities.
- ~~oq.~~ Shoe repair shops.
- ~~rp.~~ Tailor shops.
- ~~sq.~~ Travel agencies.
- ~~tr.~~ Trophy and awards sales and assembly.
- ~~us.~~ Upholstery and reupholstery shops.

(3) Professional establishments shall include:

- a. Architectural and related services.
- b. Attorney offices.
- c. Business offices.
- d. Dental offices.
- e. Financial offices without drive-through facilities.
- f. General professional services.

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- g. Investment offices.
- h. Medical offices.
- i. Real estate offices and related services.
- j. Surveyors offices.

~~(4) Houses of worship and accessory facilities.~~

(5) Residential uses, subject to development standards set forth in this section.

- B. Permitted Accessory Uses, Activities, and Structures. Permitted accessory uses, activities, and structures which are customarily accessory and clearly incidental and subordinate to permitted or permissible uses and structures are allowed and must be located on the same lot as the permitted or permissible use or structure, or on a contiguous lot in the same ownership. The operations and/or structures must be consistent with the character of the district. Unless otherwise expressed herein, uses not specifically listed as accessory shall be prohibited. Permitted accessory uses, activities, and structures are as follows:

~~(1) Appurtenant structures (i.e. garages, sheds, swimming pools, decks, boat houses) as an accessory to existing residential dwellings.~~

~~(2) Boat repair and sales as an integral part of a marina.~~

(3) Laundry facilities as an integral part of a hotel or marina.

(4) Outside sale and display of goods at city approved functions and events.

(5) Warehousing and/or storage completely enclosed within the principal building.

(6) Meeting space and limited retail sales as an accessory use to hotels.

(7) Open air dining on public sidewalks provided a minimum horizontal clearance of four feet is maintained.

(8) Making of goods for sale at retail on the premises, with no odor, fumes, or other emissions detectable to normal senses from off the premises.

(9) Manufacturing, fabrication, and assembly activities associated with the retail sale of arts and crafts, with no odor, fumes, or other emissions detectable to normal senses from off the premises.

(10) Other uses that in the written opinion of the Planning Director are customarily accessory and clearly incidental and subordinate to permitted or permissible uses, are located on the same premises as the permitted or permissible use or structure, and do not involve operations not in keeping with the character of the district.

- C. Prohibited Uses, Activities, and Structures. In addition to the expressly prohibited uses, activities, and structures listed herein, any uses, activities, or structures not specifically listed shall be prohibited. Prohibited uses, activities, and structures are as follows:

(1) Adult entertainment establishments, uses, and activities (as defined and regulated by chapter 3 of the Municipal Code).

(2) Communication towers.

(3) Drive-through facilities.

(4) Manufacturing, fabrication, and assembly activities, except as a conditional accessory use.

(5) Outside sale, display, rental, or storage of construction equipment, rental trucks and trailers.

(6) Residential dwellings on the first floor constructed or converted after May 1, 2003.

(7) Roadside vending.

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- (8) Rooming and boarding houses.
 - (9) Warehousing and/or storage, except as an accessory use.
 - (10) Other uses not specifically cited in the list of permitted and conditional uses of this section.
- D. Conditional Uses, Activities, or Structures. Unless otherwise expressed herein, uses not specifically listed as conditional shall be prohibited. Conditional uses, activities, or structures are as follows:
- a. ~~Car wash facilities~~
 - b. Colleges, ~~vocational schools and preschools.~~
 - c. Community production or movie theaters.
 - d. Convention facilities.
 - e. ~~Dry cleaning and laundry retail service and self service establishments.~~
 - f. ~~Dwelling, one family or single family, excluding parcels abutting St. Johns Avenue.~~
 - g. Hotels and motels.
 - h. ~~Marinas, with or without fuel dispensing facilities.~~
 - i. Multi-level parking facilities ~~and commercial parking lots.~~
 - j. Outdoor recreational activities (i.e.: watercraft rentals; rental of bicycles; rental of mopeds or scooters with a motor rated not in excess of two brake horsepower and displacement not to exceed 50 cubic centimeters; trolleys or carriages for hire).
 - k. ~~Outdoor amphitheaters and parks.~~
 - l. Residential dwellings consisting of three or more units located above the first floor of a commercial use.
 - m. The expansion or reconstruction of any use which existed within the district on the effective date of the establishment of the district which is not otherwise permitted or permissible.

E. Periphery.

Allowable and other uses within the Periphery zone are subject to the underlying zoning district.

4. Sec. 94-202 - Design standards for exterior alteration in downtown zoning districts.

This section would be a new section in the Zoning Code under Article III – Districts, Division 3, Supplementary District Regulations. The following standards are applicable to exterior alteration of existing buildings within the Retail Core and are applicable to the Periphery if specifically noted. The standards apply along with existing Zoning and Sign Code provisions, however in the event of a conflict between these standards and Zoning and Sign Code provisions, these standards shall prevail.

A. Awnings and Canopies.

- (1) *Location.* When utilized shall either extend at least 60% of the length of the building or

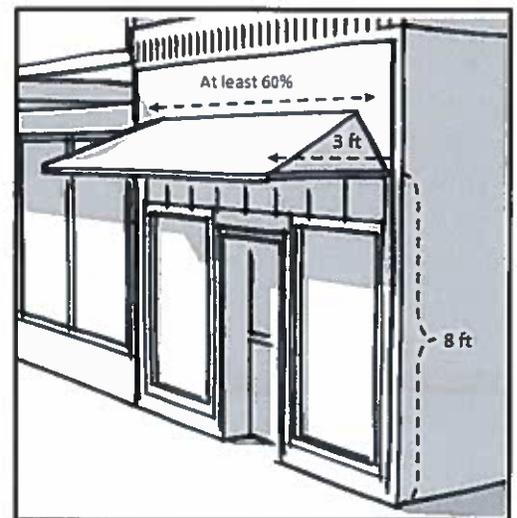


Fig. 1 Awning dimensions

PALATKA DOWNTOWN OVERLAY ZONING (DRAFT)

storefront, or placed above entrance doors. Awnings may project out up to three feet from the back of the curb, and be at least eight feet above sidewalk grade.

- (2) *Types Allowed.* Allowable awning types include shed, sloped, or dome (over window or door); mansard awnings are not allowed.
- (3) *Materials Allowed (Awnings).* Allowable materials are canvas, acrylics, metal, aluminum, and poly-cotton fabrics.
- (4) *Materials Allowed (Canopy).* Allowable materials are wood, metal, and aluminum.
- (5) *Multiple Awnings.* Multiple awnings (not canopies) are appropriate for storefronts within a single building, however the awnings shall be similar in terms of style and shape.
- (6) *Obscuring Architecture.* Awnings and canopies shall not be placed directly on important architectural features such as transoms or decorative glass and shall not obscure more than 30% of length of window.
- (7) *Symmetry.* Awnings shall be centered on the building, storefront façade, windows, or doors.

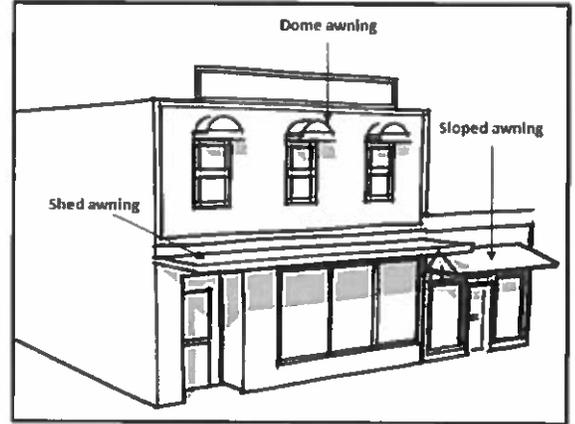


Fig. 2 Appropriate awning types

B. Balconies or Porches.

- (1) *Clearance.* Shall be at least eight feet above sidewalk grade.
- (2) *Materials Allowed.* Shall be made of painted wood or steel, or shall match abutting wall material.
- (3) *Projection.* Can extend up to three feet from the back of curb.

C. Color.

- (1) *Prohibited Colors.* Fluorescent colors are prohibited, as are luminous paints and synthetic reflective materials (also in Periphery).
- (2) *Unpainted Natural Elements.* Unpainted natural elements such as stone or brick shall not be painted (not applicable to building exteriors that are currently painted).

D. Exterior Materials.

- (1) *Building Materials.* Building exteriors shall be brick or stucco (also in Periphery).
- (2) *Window Materials.* Wood windows and doors, with hardiplank or similar material allowed if such material closely resembles wood finish. Metal windows and doors finished in baked enamel are allowed. Unfinished metal or raw aluminum windows and doors are prohibited.
- (3) *Wood Substitute.* Hardiplank or similar material may be used as a substitute for wood, if such material closely resembles wood finish.

E. Illumination. Buildings shall have shielded/hooded lighting

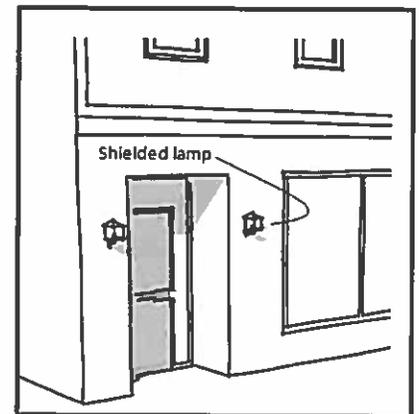


Fig. 3 Shielded light fixtures

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except that buildings and trees may be up-lit. Fixtures shall be consistent with period lighting such as goose-neck fixtures.

F. Landscaping.

- (1) *Street Tree Placement.* Street trees should be strategically placed to provide for “gateways” at intersections, to provide for shade, and should not obscure architecturally significant buildings (also for Periphery).
- (2) *Street Tree Spacing.* Street trees should be planted in conformance with an approved downtown streetscape plan (also for Periphery).

G. Roofs. Buildings shall have flat roofs with parapets allowed.

H. Storefronts. Storefronts frequently define the character of commercial buildings and entrances, with display windows, trim, cornices, and decorative detailing being particularly important. Door and window location creates a distinct rhythm on the facade of a building. When rehabilitating a storefront, such original or historically significant features, materials, and design elements shall be retained and repaired.

I. Signs. In addition to standards set forth in 62, Sec. 94-161(j)(1) and Sec. 94-162(j)(1), the following standards shall also apply

- (1) *Externally Lit Signs.* Externally-lit signs shall be lit with incandescent-spectrum bulbs. Lighting shall be limited and directed to not allow for glare and spillover light trespass (also for Periphery).
- (2) *Internally Lit Signs.* Internally lit signs are prohibited except for backlit channel letters used for wall signs.
- (3) *Neon Signs.* Neon signs are limited to window and projecting signs and may flash, but scrolling or other movement shall not be allowed. “Open” signs are excluded from the two-sign maximum if they are less than ten square feet.
- (4) *Building Name Sign.* A wall sign is allowed for a single building to indicate building name, construction date, and address, limited to areas immediately adjacent to the building parapet, with each sign not to exceed 20 square feet in size.
- (5) *Sign Material.* Sign material shall be durable and include the following: metal (iron, steel, brass, copper, aluminum and other natural finishes); painted metal, including powder-coated or enameled metals; wood (painted or natural, including

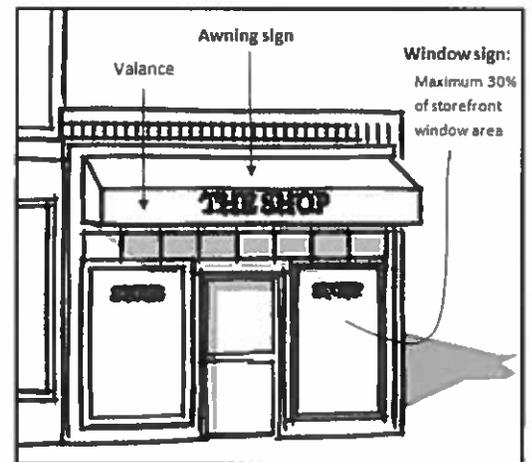


Fig. 4 Awning and window signs

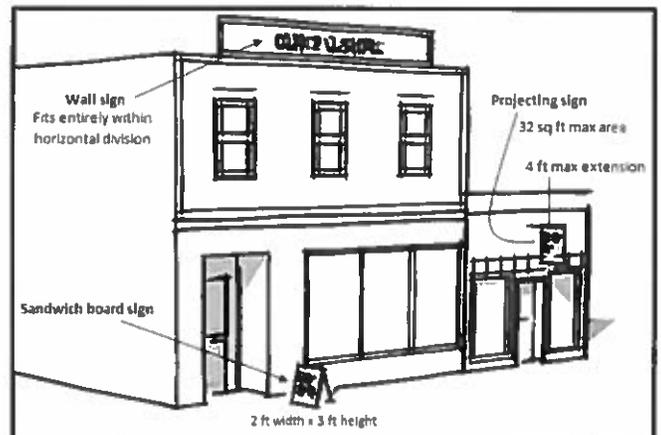


Fig. 5 Sign locations

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carved or sand-blasted lettering); vinyl or other sheet claddings (for backing panels or cut lettering only); glass; fiberglass, high-density urethane foam, and similar “cast” or formed materials to create three-dimensional objects, including individual lettering. The use of cardboard, plywood, paper, or similar impermanent material for sign material is prohibited.

- (6) *Sign Uniformity on Single Buildings.* Signs located on a single storefront shall complement each other either with type (all awning signs for example), color, or design.
- (7) *Wall Sign Location.* Wall signs shall fit entirely within horizontal elements of buildings and should not cover up architectural treatments. Acceptable areas include sign bands, continuous flat wall surface free of window and other openings or architectural features, areas between the top of the storefront and the sill of second floor windows, sign boards already in place and designed for such use, and panels at the top and bottom of show windows. Signage will fit entirely within horizontal divisions to the extent feasible. Where no architectural divisions exist or are evident, signage will be proportionately scaled to the façade and placed to respect window and door openings.
- (8) *Wall Sign Material.* Wall signs can take the form of mounted board signs or individually mounted (channel) letters.
- (9) *Wall Sign Dimensions.* Maximum size shall be 125% of storefront frontage linear feet, up to a maximum of 100 square feet. Maximum width shall be 70% of the storefront or overall façade width. Maximum height shall be 25% of building height.

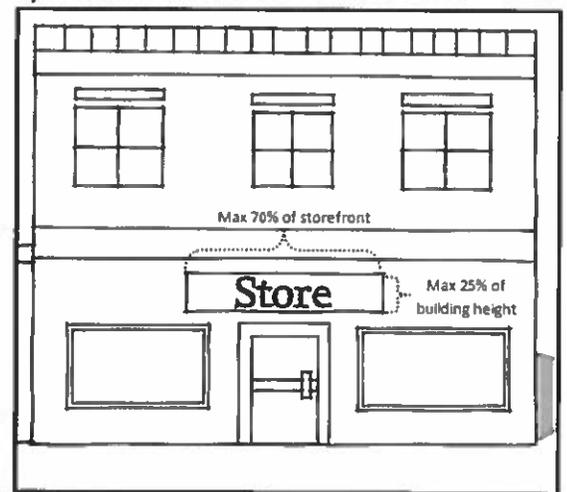


Fig. 6 Wall sign dimensions

- (10) *Window Sign Area.* Window sign area shall not exceed 50% of storefront window area, although gold leaf window signs can account for an additional 15% of window area, and all-gold leaf lettering can account for up to 75% of window area.
- (11) *Window Sign Material.* Window signs shall only be painted on the interior or exterior of the window or use decal materials, with the exception of “for sale” or “for rent” signs, which shall be limited to six square feet, one per storefront.

J. Windows. Windows shall be required on all elevations visible from public rights-of-way, with the following standards applicable only to the Retail Core:

- (1) *First Floor Windows.* First floor facades shall include storefront windows to occupy at least 60% of first floor wall area.



Fig. 7 Window spacing and verticality

PALATKA DOWNTOWN OVERLAY ZONING (DRAFT)

- (2) *Muntins.* Flush or snap-in muntins are historically inauthentic and are prohibited.
- (3) *New Windows.* New windows shall be similar in shape and size to documented original windows or shall be or resemble one-over-one style.
- (4) *Obscuring.* Original upper floor windows shall not be obscured or removed.
- (5) *Opacity.* Windows shall contain clear glass and transmit at least 50% of visible daylight.
- (6) *Upper Floor Windows Required.* Upper floor windows shall comprise between 20% and 60% of the total building wall area. No more than 15 feet of horizontal distance of wall shall be provided without windows.
- (7) *Upper Floor Window Spacing.* Upper floor windows shall be regularly spaced.
- (8) *Verticality.* Doors and windows must be vertical and not horizontal (except for first-floor storefront windows). Sliding doors are prohibited.
- (9) *Window Regularity and Ornamentation.* Buildings shall have similar-shaped windows in regard to window hoods or trim.

- K. **Streetwalls.** Streetwalls between two and three feet in height are required along the length of any parking lot, vehicular use area, or other interruption between buildings, excluding driveways. The streetwall must be masonry or brick that complements adjacent buildings architecture. Alternatively, streetwalls may be low decorative metal fences with masonry columns. Streetwalls shall be installed within ~~two~~ five years ~~of~~ after the adoption of this ordinance.

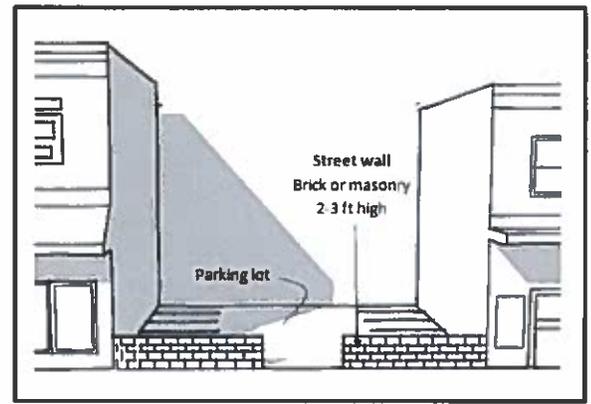


Fig. 8 Streetwall

- L. **Fencing.** Wrought iron or wood picket fencing is allowed, or fence material that closely resembles the appearance of these fencing types.

5. Sec. 94-203 - Design standards for new construction within downtown zoning districts.

The following standards are applicable to new construction, and redevelopment when improvement value exceeds 50% of property value within the Retail Core and are applicable to the Periphery if specifically noted.

- A. **Driveways and parking lots.** New driveways and parking lots are not allowed on St. Johns Avenue, and existing driveways shall be eliminated for new construction and also for property improvements that exceed 50% of the value of the property.
- B. **Entrances.** Buildings shall have front entrance designed to be attractive and prominent architectural feature. Buildings shall incorporate lighting and contrast in mass, surface detail, or finish to give emphasis to entrance.
- C. **Height.** Buildings height shall be similar to that of

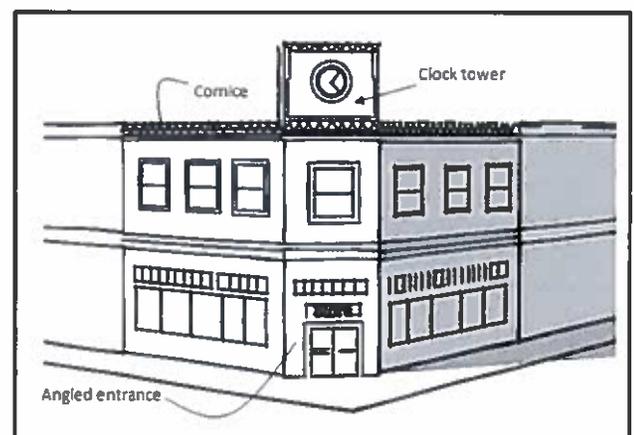


Fig. 9 Embellished corner building with angled entrance

PALATKA DOWNTOWN OVERLAY ZONING (DRAFT)

adjacent buildings, except that any new building may have a height up to 60 feet.

- D. Parking garages.** Parking garages shall be located behind “liner stores” with minimum storefront depth of 30 feet; entrances shall be from side streets; architecture of parking garages fronting on public streets shall achieve an architectural unity with existing buildings; and design features shall include brick, stucco, cornices, or a combination of architectural features which enable the parking garage to better blend with the area. Exterior walls shall include decorative metal grille-work or similar

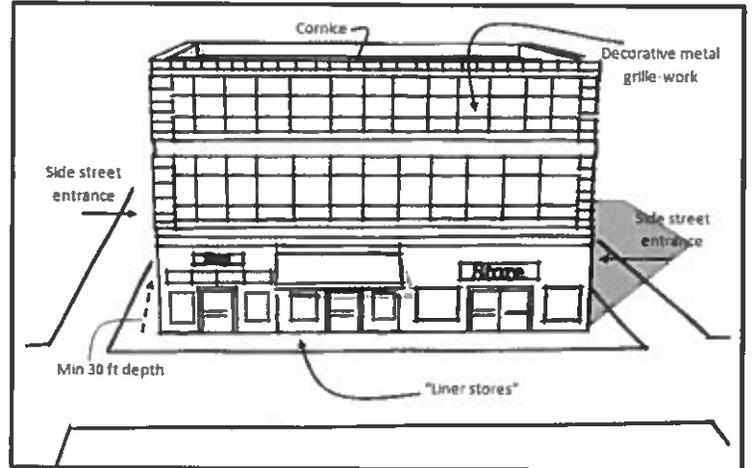


Fig. 10 Parking garage

- detailed which provides texture and partially and/or fully covers the parking structure opening, or vertical trellis or other landscaping. (Also applicable for Periphery.)
- E. Proportion.** New construction and facade rehabilitation shall maintain horizontal and vertical spacing of elements similar to other buildings on the block.
- F. Roofs.** Flat roofs are required. Flat roofs shall be enclosed by parapets at least 24 inches high, or high enough to conceal HVAC equipment (also for Periphery).
- G. Setbacks.** Buildings shall form a consistent, distinct edge, spatially delineating the public street through maximum building setbacks that vary by no more than five feet from those of the adjacent building.
- H. Width.** Where new buildings will exceed the historical 30 to 40 feet in width, the facade shall be visually subdivided into proportional bays, similar in scale to the adjacent buildings. This can be done by varying roof heights, or applying vertical divisions, materials and detailing to the facade.

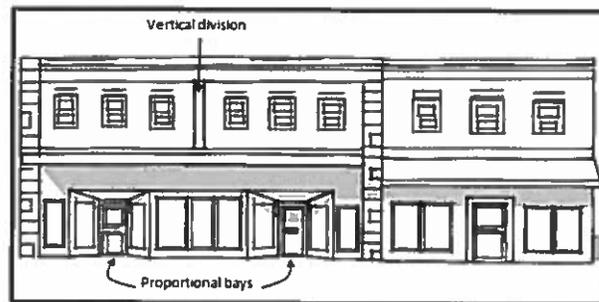


Fig. 11 Similar width and proportion of new construction

Case 13-46
Request to Amend Zoning Code
(Downtown Overlay Zoning)
Applicant: Building & Zoning Dept.

STAFF REPORT

DATE: December 27, 2013
TO: Planning Board Members
FROM: Thad Crowe, AICP
Planning Director

APPLICATION REQUEST

A request to amend Zoning Code Section 94-149, 94-161, and 94-162, applying overlay zoning standards to the Downtown zoning districts and adjacent areas within the C-2 zoning district. The Board considered this item at their November meeting and also held a public workshop on the item at their December meeting.

APPLICATION BACKGROUND

Like other Florida downtowns, downtown Palatka has a unique character as a result of its traditional architecture and historic development pattern. There are currently no design or development standards in place that protect downtown from incompatible development other than the following language in the development standards section of the Downtown Business and Downtown Riverfront zoning districts: "architectural and aesthetic appearance shall be maintained and compatible with the unique historic character downtown." Staff believes that more specific standards are needed to implement this directive. Staff has developed a set of draft design guidelines over the last year, working with Palatka Main Street and Downtown Palatka, Inc. to keep these groups informed and obtain their input. The draft overlay zone standards are attached with this staff report.

In brief, the overlay standards identify two downtown areas: the retail core and periphery. The retail core consists of properties fronting on St. Johns Ave. between the Riverfront Park and 11th St. and the periphery includes the remainder of the areas zoned DB (Downtown Business) and DR (Downtown Riverfront), generally the areas between Reid St. and St. Johns Ave. and between St. Johns Ave. and Laurel St., as well as areas zoned C-2 south of Main Street and along Reid St between the riverfront and N. 11th St. To avoid overlapping design standards Staff has excluded the South Historic District from the overlay zoning district.

The standards provide a customized list of uses for the retail core that include retail, service, and professional office uses. In the retail core the following uses have been removed from the list of DB and DR zoning district allowable uses: bait and tackle shops, convenience stores (no gas pumps), grocery stores, marine hardware and supplies shops, package liquor stores (no drive through facilities), and houses of worship and accessory facilities. Also in the retail core the following uses were removed from the list of DB/DR allowable accessory uses: appurtenant structures that are accessory to existing residential dwellings and boat repair and sales associated with a marina have been removed from the list of accessory uses. Finally within the retail the DB/DR list of conditional uses would exclude car washes, dry cleaning and laundry, (freestanding) dwellings, marinas, parking lots, and outdoor amphitheatres.

Such use restrictions are intended to promote pedestrian activity as called for in the intent sections of the DB/DR zoning districts (to provide a “pedestrian oriented, retail/entertainment” that “discourage(s) uses that are likely to create friction with pedestrian movement”).

Staff has made the argument before to the Board that uses that are not retail, restaurant, or personal services uses lack the foot traffic and storefront window displays that promote a vibrant downtown pedestrian environment that “pulls” pedestrians down the street. Research has shown that empty lots, parking lots, and government/institutional uses do not consistently generate pedestrian activity that provides for needed downtown synergy and vitality. Such uses lack the activity and longer hours of operation that sustain street life. Other uses such as bait shops, convenience stores, grocery stores, car washes, marinas, etc. do not make sense in the context of a retail core for reasons of location or function.

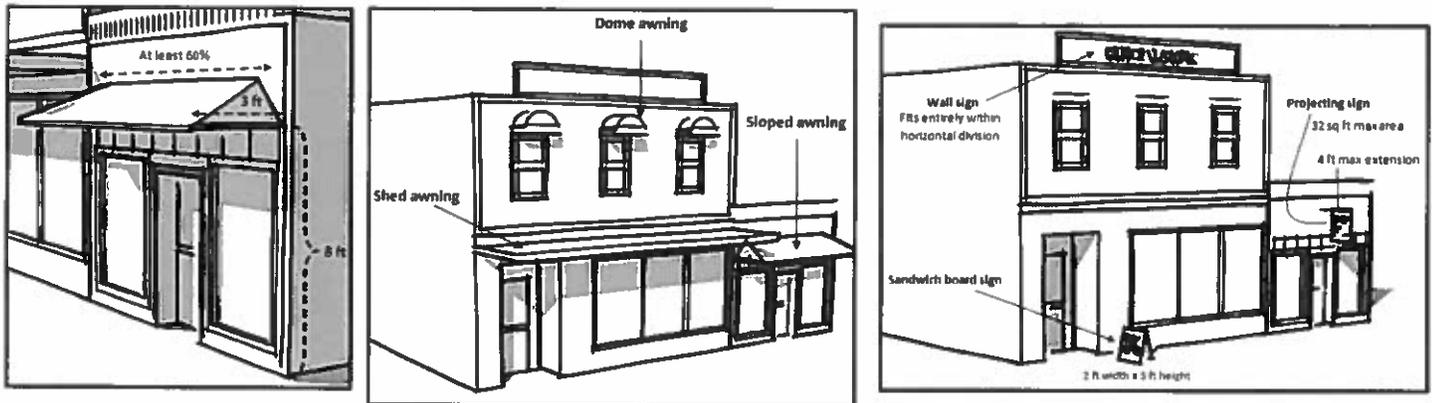


Figures 1 and 2: Retail and restaurant uses provide visual interest and pedestrian generation that entices more shoppers and visitors to the downtown area

The overlay standards include design standards for exterior alterations and new construction – interior construction is not regulated by these zoning standards, but is still subject to building, fire and other applicable codes.

Exterior design standards cover awnings, balconies, exterior materials, lighting, landscaping, roofs, storefronts, signs, windows, street walls, and fencing, limited building paint color regulations,. These standards guide redevelopment and development toward compatibility toward the historic appearance of pre-WWII buildings.

New construction would meet color, exterior building material, and street tree standards and would also be subject to other regulations, including the prohibition of new driveways and parking lots on St. Johns Ave., recognizable building entrances, design protocols for parking garages, and compatibility standards pertaining to building massing/height/proportion/lot placement.



Figures 1, 2, & 3: exterior design standards illustrations

The standards would be administered by the Building and Zoning Department, with an avenue for appeal of staff decisions to the Planning Board.

PROJECT ANALYSIS

Per Section 94-38(f)(2) of the Zoning Code, the Planning Board must study and consider proposed zoning text amendments in relation to the following criteria (if applicable), shown in underlined text (staff response follows each criterion).

The planning board shall consider and study:

a. The need and justification for the change.

Staff comments: Palatka's downtown is a unique, historic area with tremendous potential for redevelopment. One benefit of decades of slow economic growth is the extent of historic resources in the downtown. Many historic commercial and residential buildings remain along St. Johns Ave., particularly in the 200-400 and 600-800 blocks. Outliers in the downtown periphery along a number of streets (Main St., Oak St., and Reid St.) add to the downtown's historic fabric. There are also numerous vacant lots in the downtown area, providing considerable redevelopment potential for the area. A successful downtown is dependent on ensuring that there is a critical mass of retail and restaurant uses with minimal interruption by low pedestrian-generating and incompatible uses. As noted below, numerous policies of the Comprehensive Plan support this application.

b. The relationship of the proposed amendment to the purposes and objectives of the city's comprehensive planning program and to the comprehensive plan, with appropriate consideration as to whether the proposed change will further the purposes of this chapter and other city ordinances, regulations and actions designed to implement the comprehensive plan.

Staff comments: The following Comprehensive Plan Objectives and Policies support the overlay standard amendment.

- Objective A.1.2 calls for the City to implement the policies to provide for redevelopment and renewal of blighted properties.

- Objective A.1.4 of the City's Comprehensive Plan Future Land Use Element notes that the City shall ensure the protection of natural resources and historic resources;
- Objective A.1.5 of the City's Comprehensive Plan Future Land Use Element notes that the City shall increase public awareness of the historic significance of the City and provide incentives to maintain and restore historically significant areas and structures within the City limits;
- Policy A.1.5.1 of the City's Comprehensive Plan Future Land Use Element notes that historic resources shall be protected through designation as historic sites by the State or City;
- Policy A.1.5.1 of the City's Comprehensive Plan Future Land Use Element notes adaptive reuse of historic structures shall be given priority over actions that would harm or destroy the historic value of such resources;
- Policy A.1.6.1 requires that the City 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.
- Policy A.1.6.2 minimizes 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.
- Objective A.1.8 calls for the City to establish a program that provides the means for innovative development planning. The end goals of the program are to provide:
 - Flexibility and efficiency in site design to reduce infrastructure costs, improve interior circulation patterns, and promote open space;
 - Development that is adapted to natural features in the landscape such as wetlands, vegetation and habitat, and which avoids the disruption of natural drainage patterns; and
 - A mix of land use to promote convenience in the location of related uses and to reduce travel congestion and costs.
- Section 54-71 of the Municipal Code notes that the structures within the city provide visual evidence of the city's significant role in the economic, political and architectural development of northeast Florida, wherein the city for a substantial period in the 19th and 20th centuries occupied a prominent place in a regional tourist and industrial economy;
- Section 54-71 of the Municipal Code notes that it is hereby declared as a matter of public policy that the protection, enhancement and perpetuation of properties of historic, cultural and aesthetic merit are in the interest of the health, morals, prosperity and general welfare of the people of the city;
- Section 54-71 of the Municipal Code notes that the City shall effect and accomplish the protection, enhancement and perpetuation of districts, structures and sites which represent distinctive elements of the city's cultural, social, economic, political and architectural history; and

STAFF RECOMMENDATION

Staff recommends approval of Case 13-46 adopting the attached overlay zoning standards for the downtown area.

Case 13-46
Request to Amend Zoning Code
(Downtown Overlay Zoning)
Applicant: Building & Zoning Dept.

STAFF REPORT

DATE: January 28, 2014
TO: Planning Board Members
FROM: Thad Crowe, AICP
Planning Director

APPLICATION REQUEST

A request to amend Zoning Code Section 94-149, 94-161, and 94-162, applying overlay zoning standards to the Downtown zoning districts and adjacent areas within the C-2 zoning district. The Board considered this item at their November meeting, held a public workshop on the item at their December meeting, and considered the item again at their January meeting. At the last meeting the Board requested that staff review comments made by Architect Robert Taylor pertaining to the design standards and re-visit some of the use prohibitions.

APPLICATION BACKGROUND

Like other Florida downtowns, downtown Palatka has a unique character as a result of its traditional architecture and historic development pattern. There are currently no design or development standards in place that protect downtown from incompatible development other than the following language in the development standards section of the Downtown Business and Downtown Riverfront zoning districts: "architectural and aesthetic appearance shall be maintained and compatible with the unique historic character downtown." Staff believes that more specific standards are needed to implement this directive. Staff has developed a set of draft design guidelines over the last year, working with Palatka Main Street and Downtown Palatka, Inc. to keep these groups informed and obtain their input. The draft overlay zone standards are attached with this staff report.

In brief, the overlay standards identify two downtown areas: the retail core and periphery. The retail core consists of properties fronting on St. Johns Ave. between the Riverfront Park and 11th St. and the periphery includes the remainder of the areas zoned DB (Downtown Business) and DR (Downtown Riverfront), generally the areas between Reid St. and St. Johns Ave. and between St. Johns Ave. and Laurel St., as well as areas zoned C-2 south of Main Street and along Reid St between the riverfront and N. 11th St. The South Historic District is excluded from the overlay zoning district.

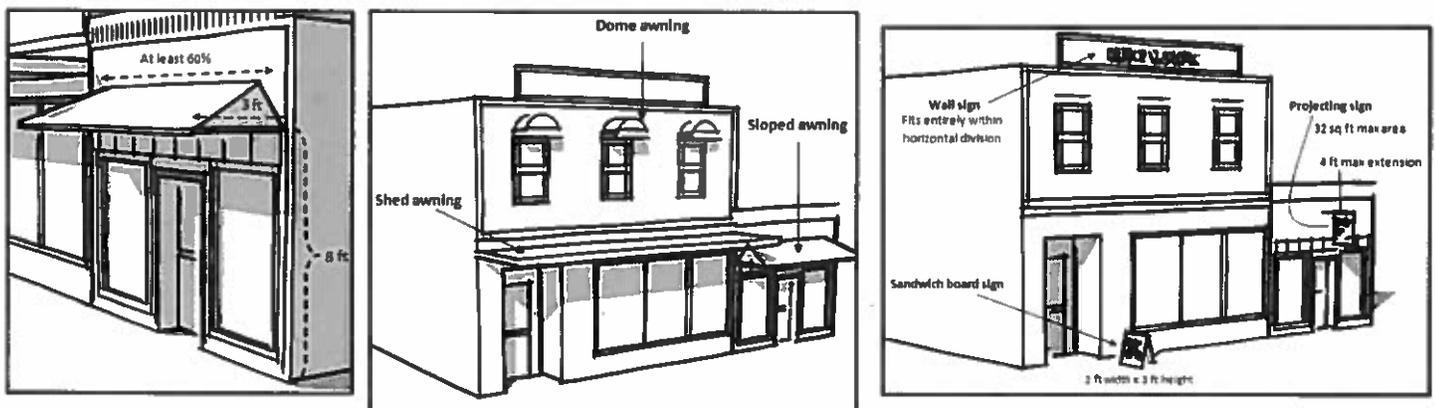
The standards provide a customized list of uses for the retail core that include retail, service, and professional office uses. In the retail core the following uses have been removed from the list of DB and DR zoning district allowable uses: ~~bait and tackle shops~~, convenience stores (no gas pumps), grocery stores, ~~marine hardware and supplies shops~~, package liquor stores (no drive through facilities), government uses, and houses of worship and accessory facilities. Staff has reversed the recommendation to prohibit bait and tackle shops and marine hardware and supplies stores, as these are retail uses that are germane to boaters who access the nearby city dock and marina. However Staff stands by the other use prohibitions, including houses or worship and government uses. While these uses are very important to the community fabric, and unlike most other uses they are allowed in the vast majority of city zoning districts, they do not support the stated Main Street

and Zoning Code goals of promoting downtown uses that generate daily pedestrian activity. It would raise false hopes and uncertainty to not clearly state this.

The overlay standards include design standards for exterior alterations and new construction – interior construction is not regulated by these zoning standards, but is still subject to building, fire and other applicable codes.

Exterior design standards cover awnings, balconies, exterior materials, lighting, landscaping, roofs, storefronts, signs, windows, street walls, and fencing, limited building paint color regulation,. These standards guide redevelopment and development toward compatibility toward the historic appearance of pre-WWII buildings.

New construction would meet color, exterior building material, and street tree standards and would also be subject to other regulations, including the prohibition of new driveways and parking lots on St. Johns Ave., recognizable building entrances, design protocols for parking garages, and compatibility standards pertaining to building massing/height/proportion/lot placement.



Figures 1, 2, & 3: exterior design standards illustrations

The standards would be administered by the Building and Zoning Department, with an avenue for appeal of staff decisions to the Planning Board.

Following the direction of the Board, staff met with Architect Robert Taylor and Architect and Board member Anthony Harwell. The following revisions were made based on this input.

- Page 7: insertion of language clarifying that in general exterior alterations in retail core shall be in keeping with materials and appearance of historic period (1880s to 1940s).
- Page 8: addition of the following acceptable exterior materials: cast stone, terra cotta, granite, and marble; and the prohibition of faux finishes.
- Page 8: replacement of “hardiplank” with “cementitious fiberboard” as the former term is a product name and not a generic term.
- Page 8: elimination of the term “baked” as a modifier of enamel.

- Page 8: elimination of the requirement that roofs be flat, insertion of language that calls for rectangular presentations of buildings including rooflines, and requiring parapets when screening of rooftop equipment is needed.
- Page 10: allowance of decorative metal fencing with brick columns as an alternative streetwall type, and extension of required compliance from two to five years.
- Page 11: clarification that excess driveways (exceeding 24-feet in width) in retail core and periphery shall be removed for new construction.
- Page 11: repetition of roof language above for new construction.

PROJECT ANALYSIS

Per Section 94-38(f)(2) of the Zoning Code, the Planning Board must study and consider proposed zoning text amendments in relation to the following criteria (if applicable), shown in underlined text (staff response follows each criterion).

The planning board shall consider and study:

a. The need and justification for the change.

Staff comments: Palatka's downtown is a unique, historic area with tremendous potential for redevelopment. One benefit of decades of slow economic growth is the extent of historic resources in the downtown. Many historic commercial and residential buildings remain along St. Johns Ave., particularly in the 200-400 and 600-800 blocks. Outliers in the downtown periphery along a number of streets (Main St., Oak St., and Reid St.) add to the downtown's historic fabric. There are also numerous vacant lots in the downtown area, providing considerable redevelopment potential for the area. A successful downtown is dependent on ensuring that there is a critical mass of retail and restaurant uses with minimal interruption by low pedestrian-generating and incompatible uses. As noted below, numerous policies of the Comprehensive Plan support this application.

b. The relationship of the proposed amendment to the purposes and objectives of the city's comprehensive planning program and to the comprehensive plan, with appropriate consideration as to whether the proposed change will further the purposes of this chapter and other city ordinances, regulations and actions designed to implement the comprehensive plan.

Staff comments: The following Comprehensive Plan Objectives and Policies support the overlay standard amendment.

- Objective A.1.2 calls for the City to implement the policies to provide for redevelopment and renewal of blighted properties.
- Objective A.1.4 of the City's Comprehensive Plan Future Land Use Element notes that the City shall ensure the protection of natural resources and historic resources;
- Objective A.1.5 of the City's Comprehensive Plan Future Land Use Element notes that the City shall increase public awareness of the historic significance of the City and provide incentives to maintain and restore historically significant areas and structures within the City limits;
- Policy A.1.5.1 of the City's Comprehensive Plan Future Land Use Element notes that historic resources shall be protected through designation as historic sites by the State or City;

- Policy A.1.5.1 of the City's Comprehensive Plan Future Land Use Element notes adaptive reuse of historic structures shall be given priority over actions that would harm or destroy the historic value of such resources;
- Policy A.1.6.1 requires that the City 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.
- Policy A.1.6.2 minimizes 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.
- Objective A.1.8 calls for the City to establish a program that provides the means for innovative development planning. The end goals of the program are to provide:
 - Flexibility and efficiency in site design to reduce infrastructure costs, improve interior circulation patterns, and promote open space;
 - Development that is adapted to natural features in the landscape such as wetlands, vegetation and habitat, and which avoids the disruption of natural drainage patterns; and
 - A mix of land use to promote convenience in the location of related uses and to reduce travel congestion and costs.
- Section 54-71 of the Municipal Code notes that the structures within the city provide visual evidence of the city's significant role in the economic, political and architectural development of northeast Florida, wherein the city for a substantial period in the 19th and 20th centuries occupied a prominent place in a regional tourist and industrial economy;
- Section 54-71 of the Municipal Code notes that it is hereby declared as a matter of public policy that the protection, enhancement and perpetuation of properties of historic, cultural and aesthetic merit are in the interest of the health, morals, prosperity and general welfare of the people of the city;
- Section 54-71 of the Municipal Code notes that the City shall effect and accomplish the protection, enhancement and perpetuation of districts, structures and sites which represent distinctive elements of the city's cultural, social, economic, political and architectural history; and

STAFF RECOMMENDATION

Staff recommends approval of Case 13-46 adopting the attached overlay zoning standards for the downtown area.



**CITY OF PALATKA
PLANNING BOARD MINUTES
November 5, 2013**

The meeting was called to order by Chairman Carl Stewart at 4:00 pm. **Other members present:** Vice-Chairman Daniel Sheffield, Anthony Harwell, George DeLoach Lavinia Moody and Earl Wallace, (arrived after the 2nd case). **Members absent:** Joe Petrucci, Judith Gooding and Joe Pickens. **Also present:** Planning Director Thad Crowe and Recording Secretary Pam Sprouse.

Motion was made by Mr. DeLoach and seconded by Mr. Sheffield to approve the minutes for September 3, 2013 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.

OLD BUSINESS – none

NEW BUSINESS

Case 13-49: Request to amend Municipal Code Sec. 94-200(e) to reduce the required minimum size for required permanent enclosed structure associated with non-temporary outdoor storage and sales from 1500 to 1200 sq. ft.

Mr. Crowe explained that application for this request is for the reduction of minimum size for permanent structures associated with non-temporary outdoor storage and sales, which is currently 1,500 sq. ft., and the applicant would like the Board to consider reducing the minimum to 1,200 sq. ft. to accommodate his business of non-temporary outdoor storage shed sales, proposed to be located at 3725 Reid St. and is a companion request to be considered next on the agenda. He reminded the Board of its April 2nd 2013 meeting's recommendation to the City Commission that non-temporary outdoor sales be allowed within C-2 zoning districts as a principal use, with the condition (among others) that there be a permanent building on the site that was at least 1,500 square feet in size. The reasoning behind the permanent structure rule was to ensure that a business had a permanent presence on the site instead of just a collection of outdoor sales items. Staff believes that there is not a substantive difference between a 1,500 and a 1,200 sq. ft. building, and that the smaller building will suffice in establishing a permanent presence for a business and accommodating the central office activities. In the interest of economic development and infill, important factors in the City's Comprehensive Plan, he recommended approval.

Motion made by Mr. Sheffield and seconded by Ms. Moody to recommend approval of the amendment as submitted. All present voted affirmative, motion carried.

Case 13-45: Conditional use request for non-temporary outdoor sales located in a C-2 zoning district, located at 3725 Reid Street.

Mr. Crowe gave an overview of the request and reviewed a sketch plan submitted by the applicant to show the general layout of parking, vendor spaces and proposed landscaping. He stated that the applicant has proposed the hours of operation to be Monday through Saturday 8:30 a.m. to 6:00 p.m. Mr. Crowe added that he believes

this application meets applicable non-temporary outdoor sales criteria and recommended approval in accordance with the revised site plan submitted by the applicant and subject to the following conditions:

- a Required buffering and screening shall occur at the time that residential development occurs to the rear.
- b The site plan must be revised to include six parking spaces adjacent to the building on the paved area, with one of those being a 15-foot wide and 20-foot long handicapped space with a five foot striped ramp on the passenger side, and the others being 10 by 20 foot spaces. The internal driveway shall be at least 22 feet in width. The parking row shall have parking-space-size landscape islands on either end with shade trees planted within them that are adjacent to the end of parking rows. Wheel stops are required.
- c Garbage cans must be stored in an area that is enclosed on three sides with a six-foot tall privacy fence or wall and on one side with a swinging gate.
- d Signs are allowed for individual vendors and displays, limited to each display area and not more than 20 square feet in size, otherwise the Sign Code shall apply.
- e Display items are to be arranged in an organized and neat manner and not in a haphazard arrangement.
- f No automobiles, motorcycles, boats, or other motorized vehicles; heavy equipment; live animals; or personal services shall be offered for sale.
- g Shed storage areas visible from the right-of-way shall be screened by fencing or vegetation that shall be maintained in an attractive and neat appearance. Sheds will be clustered together in an organized and attractive manner in several multiple display areas, and those visible from the public right-of-way shall be bounded by portable fences and large potted plants.
- h Exterior lighting shall be shielded and downcast to reduce glare.
- i Hours of operation are 8:30 AM to 6 PM Monday through Saturday.

Mr. Sheffield asked Mr. Hatcher if he had any problem with the restrictions recommended by staff as well as the hours of operation. Bob Hatcher with Florida Carports and Sheds, the applicant for this request, stated that he was amenable to the conditions recommended.

Ms. Moody commented that the City is trying to create some growth here but also address the problem of certain businesses violating zoning standards and presenting an unattractive appearance and strongly suggested that the applicant take the recommendations seriously and make the business look good. Mr. Hatcher indicated he would diligently comply with codes.

Motion made by Mr. DeLoach and seconded by Ms. Moody to approve the request subject to staff recommendations. All present voted affirmative, motion carried.

Case 13-46: amend code Sec 94-161 and 162 to establish an overlay zoning district to provide for design standards and use restrictions in the Downtown zoning districts.

Mr. Crowe explained that what Staff is proposing is a kind of holistic and comprehensive set of guidelines governing downtown. Unlike many other Florida towns and cities of the City's size, Palatka's downtown does not have any design regulations or any special standards. There is some vague language in the zoning district's development standards section about creating a pedestrian oriented environment, but that is not very enforceable. The proposed overlay addresses the broad spectrum of issues that affect downtown and encourages the revitalization of downtown, using the Main Street approach. This approach generates pedestrian activity and brings more people downtown to restaurants, retail stores and personal service establishments. The overlay also addresses the current right to demolish any downtown building regardless of historic or architectural significance and the need for some basic design standards to ensure that new infill buildings and the renovation of existing buildings will blend with the fabric of the physical environment of Downtown Palatka so as not to present a jarring contrast with existing community character and architecture. The overlay also encourages uses that contribute to a vibrant and active shopping and business area. Mr. Crowe explained that there are two areas being proposed: 1) the retail core which would include properties fronting on St. Johns

Avenue from the Riverfront Park up to 11th St.; and 2) the Periphery area which includes all areas zoned DB (Downtown Business) and DR (Downtown Riverfront) excluding the retail core. He added that there are many communities that have these types of standards and protections in place. The overlay standards would not present a regulatory burden as they would be administered by staff with any appeal of staff's decision would then come to the Planning Board. He completed his PowerPoint presentation by graphically presenting the proposed design criteria for the building façades, signage and amendments to the allowed uses.

Mr. Sheffield asked if this was in essence creating a downtown historic district. Mr. Crowe explained that this was a step short of a historic district and was more of a design district that provided limited historic protection – in essence requiring historic preservation board review for the 16 individually significant downtown historic buildings but not for the 62 contributing buildings or the 29 noncontributing buildings. This measure is justified by Comprehensive Plan policies under Future Land Use Element Objective A.1.5 that compel the City to preserve historically significant buildings.

Robert Lemon, 111 Easement Lane, Interlachen, commended the City for taking these steps to have regulations for any area, historic buildings are extremely valuable and this is a wonderful way to preserve the history and add to the ambiance of the whole city. Zoning is also a very good way to separate incompatible uses, such as an industrial site right next to a residential use. He questioned mixing the two issues (architectural design and zoning) as they are both fairly complex issues. He said that he would encourage the City to separate the two issues and suggested workshops inviting input from the taxpaying community.

Reverend Don Hanna, St. James United Methodist Church and Vice President of the South Putnam Ministerial Association voiced concerns of putting restrictions on churches even though right now it is confined to St. Johns Ave. and then also restricting those specific churches on the periphery deemed historic. He read a letter from the South Putnam Ministerial Association urgently requesting the tabling of this proposed amendment to a time certain. Additionally, the Association requested that the Planning Director forward to them the interpretation of this proposed ordinance before the next meeting. He ended by saying that the appropriate action would be to table this request until additional review can be made.

Neal Chancey, 2615 Lane St., Palatka, commended Mr. Crowe for his detailed restructuring of the zoning code to really appeal to the commercial class (use), but expressed concerns for some of the items relating to compatibility. He agreed that revitalization for downtown as a base is very important, but this effort should not impact churches. To restrict the church is to restrict the church's ability to reach out to people in this community that are in need. He recommended taking out the emphasis on churches of this amendment, and also recommended that a questionnaire be sent out to the community about this particular code amendment.

Cynthia Aisa, 424 N. Fern St. San Mateo, stated that she attends church on 7th St. and Main St. and wanted to know if her church would be affected by this amendment which would be a problem for them, as the church is trying to grow. She agreed that this item should be tabled for a workshop discussion so that the community can better understand the proposed changes and how existing businesses and uses will be affected.

Kirby Kennedy, representative of First Baptist Church, 501 Oak St., agreed that Mr. Crowe and his group have done a tremendous job trying to figure out ways to make downtown an incredible place where people will gather. He stated that his church has been in Palatka since the early 1870s and on Oak Street since the early 1900's. He stated that they have a vested interest in downtown. He also requested that this item be tabled. He added that they have the ability to invest in downtown to bring people downtown. He said that his church had met with city officials in August and again in September regarding how they could invest in the property across the street from the church in building a \$3.5 to \$4 million-dollar family life center with a gymnasium and swimming facility with a façade on St. Johns Ave., possibly to include an art gallery as well. He said this would grow their congregation and added that city staff had made no mention of these proposed changes.

Charlie Rayburn agreed with the need for a workshop.

Bob Taylor, 241 Crystal Cove, commended Mr. Crowe and staff in their efforts on putting the guidelines together. He stated that there are some concerns (some that have already been voiced) and another one is with the 50 year historic rule (structures are eligible for local and national historic registration once they are 50 years old). He agreed that a workshop would be advisable to find compromises on some of the concerns that need to be worked out. One significant concern is with removing the allowance of some of the uses, as those that are existing will then become non-conforming, which could be troublesome.

Dawn Perry, 2370 Westover Dr., stated that a lot of her concerns have been brought up by the previous speakers and added her opposition to excluding churches from this area. Ms. Perry referenced excerpts from a federal statute protecting churches known as the R.E.L.U.P.I.A. act.

Alexander Altman, 5256 Silver Lake Dr., referred to a quote from Benjamin Franklin, stating that if you give up a little freedom for protection, you deserve neither freedom nor protection, as has been presented as “a sort of protection measure” with this proposal. He believes that it is clear this amendment will create a schism in the community that this particular issue and point will create division and conflict within the very community the Board is trying to serve.

Charles Rudd, Palatka Main St. Manager, referred to grants that are attracting people to the retail district and explained that the goal is to create a destination retail corridor of specialty boutiques and restaurants as that is the only way to compete with the big stores like Wal-Mart and K-mart, so the Downtown retail/entertainment district competes on specialization, customer service and attracting people to a retail destination, that brings an infusion of new dollars into the community. The statistics prove that when you buy local, more money stays in the community. Mr. Rudd added that all of the current uses that have been allowed, all this time are a big part of what has brought the City to this point today, adding that more than fifty percent of current use is office/non-retail and another twenty-five percent is vacant. Every space is extremely valuable and each space needs to support the next space, staff is just proposing the retail corridor for the proposed overlay zoning use restrictions. The goal is to create a destination retail corridor of specialty boutiques and restaurants as that is the only way to compete with the big stores like Wal-Mart and K-mart. He ended by saying this is just another tool for the City to use to where we can kind of tip that mouse, and change what we have been doing, because “we” people don’t like what we have been getting to where we preserve and create a retail corridor. These uses are allowed in the periphery of this district, as well as in other places all over town. He continued that there is probably not any use that is allowed in every district.

Motion made by Ms. Moody and seconded by George DeLoach to table this request until a workshop can be held. All present voted, resulting in 5 yeas and 1 nay (Mr. Harwell). Motion carried.

Case 13-47: Administrative request to repeal the Public Schools Element of the Comprehensive Plan.

Mr. Crowe explained this request is for consideration of repealing the Public Schools Facilities Element of the Comprehensive Plan. The Florida legislature several years ago eliminated the requirement for this element within the Comprehensive Plan of local jurisdictions due to its basic “unworkability” and unnecessary red tape. Given that the school enrollment is declining and ample school capacity is available, significant residential development is unlikely to occur to create school capacity problems and the City has very little say about school boundary changes; and also 3) the process requires unnecessary investment of staff time on all fronts; Staff recommends repeal of the Element.

Staff recommended repeal of the School Facilities Element of the adopted Comprehensive Plan

Case 13-48: Request for a conditional use to expand an existing church located in an R-2 (Two-family) zoning district.

Location : 1511 Washington Street
Owner: Church of God by Faith, Inc.

Mr. Crowe reviewed the staff report and recommendations for consideration. He recommended approval with the following conditions:

1. Uses on the property shall be limited to a maximum existing 225-seat church sanctuary, associated activities normally associated with a church, and 864 square foot new multi-purpose building.
2. Site development shall occur in keeping with the approved site plan.
3. Per Zoning Code Section 261 any exterior lighting on the site must be designed and arranged so that no source of such lighting is visible from adjoining residential properties. All site lighting shall be shielded or downcast to eliminate glare on adjoining properties and roadways.
4. The refuse area shall be screened on three sides with a six-foot tall privacy or stockade fence.
5. The Applicant shall erect a six-foot tall wood privacy or stockade fence or plant a continuous hedge of similar height along the east and west property lines adjacent to the new addition (not along the entirety of these property lines). While it is not required, Staff recommends that the Applicant plant a shade tree to the west of the new addition. The Applicant shall submit a landscape plan showing these elements for staff review and approval prior to any permit issuance.
6. All other applicable standards of the Municipal Code must be met.

Mr. Sheffield asked if the building design would be in keeping with the existing building.

Robert Benjamin, agent and contractor for the owner advised that it would be in keeping with the existing church and that the construction documents are in review at the building department. He explained that this is a multipurpose room for activities for the existing congregation.

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

Case 13-50 Administrative request to amend Municipal Code Sec. 94-295 Landscaping and Tree Protection (General landscape requirements) to provide standards for fencing; and amend Buffering and Screening Code Section 94-303 to the following landscape area types applicable to conditional uses: roadway buffers, vehicular use buffers, and parking lot landscape islands.

Mr. Crowe recommended tabling this item to the December 3rd meeting for continued research and refinement of the ordinance.

Motion made by Mr. DeLoach and seconded by Ms. Moody to table the request until next month. All present voted affirmative.

With no further business, meeting adjourned.



CITY OF PALATKA PLANNING BOARD MINUTES December 3, 2013

The meeting was called to order by Vice-Chairman Daniel Sheffield at 4:10 pm. **Other members present:** Earl Wallace, Anthony Harwell, George DeLoach and Joseph Petrucci. **Members absent:** Chairman Carl Stewart, Lavinia Moody, Judith Gooding and Joe Pickens. **Also present:** Planning Director Thad Crowe, Recording Secretary Pam Sprouse and City Attorney Donald Holmes.

Motion was made by Mr. DeLoach and seconded by Mr. Harwell to approve the minutes for November 5, 2013 meeting. All present voted affirmative, motion carried.

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

NEW BUSINESS

Case 13-51: Request to annex, amend the Future Land Use Map to RL (Residential-Low Density) and rezone to R-1A (single-family residential).

Location: 2410 Tommy Ave.

Owner/Applicant: Vincent and Gloria Thompson

Mr. Crowe advised that this request was made due to the need for water and that the request meets all annexation Land Use and Rezoning requirements. Staff recommended approval of the request,

Motion made by Anthony Harwell and seconded by Mr. DeLoach. All present voted affirmative, motion carried.

Case 13-52: Request to annex, amend the Future Land Use to PB (Public Buildings and Grounds) and rezone to PB-2 (Public Buildings other).

Location: 1400 N. State Rd 19

Owner: Marc Spalding

Applicant: Putnam County School District

Mr. Crowe advised that this case was originally advertised for PB and PB-2 zoning but he is recommending industrial land use and zoning designations, which are comparable to the advertised request. The industrial zoning and land use will allow for more impervious surface, which is more suitable for the Applicant's needs to develop a school bus maintenance facility. He added that the current School Board facility is located in a residential neighborhood which is unsuitable for such a use.

Mr. Petrucci asked what other uses would be allowed in M-1 zoning, since the site was across the street from a park.

Mr. Harwell added that billboards and adult entertainment facilities are allowed in M-1.

Mr. Crowe advised that is true, but added that there are distance restrictions between adult entertainment facilities and parks in place that would prohibit such uses in this location.

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

WORKSHOP DISCUSSION - Case 13-46: Workshop discussion regarding administrative request to amend Municipal Code Sec. 94-161 and 94-162 to establish an overlay zoning district to provide for design standards and use restrictions in Downtown zoning districts.

Vice-Chairman Sheffield explained that no action would be taken during this workshop, that this is an opportunity to share concerns and ideas for the proposed amendment. He added that due to the number of people here today, there will be a time limit of five minutes for each person in an effort to allow all to speak.

Mr. Crowe explained the rationale for the amendment, displaying maps of the historic buildings and vacant parcels within the downtown area. He said the proposed amendment follows the Main Street program's approach of encouraging pedestrian generated uses such as restaurants, retail and personal services and is designed to ensure that development and redevelopment is compatible with the historic downtown character. Of the buildings downtown, from St. Johns to Main St., there are 16 significant historical buildings (12%), 63 contributing historic buildings (45%) and 60 noncontributing (43%). He explained that significant structures include the train station, City Hall Larimer Center, St. James Methodist Church, Bethel A.M.E. Church, Dairy Queen, Moragne building, James Hotel, Shelley building, Atlantic National Bank, Putnam County Courthouse, 417, 617-627, 726 and 801 St. Johns Av. and Angels Diner. He added that the amendment would recognize and help to retain the rich historic architecture of downtown, complimenting the North and South historic districts. The amendment would also help to protect and provide certainty for downtown property owners and developers as well as enhance property value. Staff is proposing two zones for the downtown areas, the retail core (St. Johns Ave from the river to 11th St.) and the periphery (all other areas within the downtown zoning area). There are certain institutional and other uses that do not generate foot traffic. He said that the current code explains the intent of downtown zoning is intended to provide "pedestrian oriented retail/entertainment" that discourages uses likely to create friction with pedestrian movement. Mr. Crowe referenced Palatka's 1964 Comprehensive Plan, which expressed the need to free up parking for retail uses by eliminating non-retail uses. He also referenced a landmark 1962 Washington, DC study and a 1959 Cleveland study, both of which support the need for concentration of retail to stimulate pedestrian activity. Several other reports, surveys and analyses referenced including *2010 Downtown Naperville Pedestrian Gap Analysis*, *2009 Downtown Milwaukee Streetfront Retail Strategy*, *2004 Downtown Tallahassee Pedestrian Connectivity Plan* and *2003 Fort Lauderdale: Building a Livable Downtown*. He added that all of these studies and many more all say the same thing, which is that you must create an environment that is conducive to foot traffic and pedestrians, where you have uses that attract customers to support the retail core. He explained that the use restrictions were proposed for the retail core only and the current uses would still be allowed in the periphery areas. The list of restricted uses for the retail core include package liquor store, drive-through restaurants, accessory structures (such as garages, sheds, decks and boathouses), boat repairs/marinas, government uses, appliance store, arcade, auction houses, bait & tackle shops, convenience stores, grocery stores, marine hardware and supplies, dry cleaning, Laundromats, car washes, outdoor amphitheatres & parks, expansion of nonconforming uses and child care as an accessory use. These uses do not have any stigma attached to them - the City is simply trying to preserve the main shopping street for retail shopping and restaurants. He reiterated that uses such as institutional, government offices and churches are uses that generally attract specific and narrow segments of the population, as in the case of churches for example - churches vary across the board, with some having activities throughout the week and others being inactive for much of the week. There is no way to regulate activity. Institutional uses generally have vacant storefront windows which tend to stem the activity of foot traffic. He explained that the design

standards are also proposed for the retail core only. The proposed design standards are intended to be administered by staff to allow for expedited review and to provide for clear-cut standards while allowing some flexibility. There is an avenue for appeal of Staff's interpretation of the standards to the Planning Board of staff decision. Mr. Crowe added that his research included the review of several thriving nearby areas with downtown design standards in place, such as Apopka, Deland, Eustis, Gainesville, Mt. Dora, Ocala and St. Augustine. He stated that staff's research has found that to have a successful downtown you need to have certain safeguards in place that provide a certain base level protection of the core retail function and he believes that the City owes it to the businesses downtown to preserve the retail area. The Overlay would also include design standards that protect the historic architectural character of downtown while complimenting the North and South Historic Districts. He explained that the design standards are proposed to provide basic standards for alterations and new construction. The standards are intended to be flexible while providing a redevelopment-friendly district. The design standards are proposed for alteration of building exteriors and also for new construction. The standards address awnings and canopies, emphasize store entrances and storefront windows, and the protection of architectural features. Basic color standards prohibit fluorescent colors so as to not present a jarring contrast with downtown buildings. Exterior materials in the retail core and periphery must be brick or stucco. Retail core lighting shall resemble period lighting, particularly gooseneck light fixtures. The design standards also propose that all storefront windows be maintained, as this is considered critical in attracting foot traffic. Historic building roof lines shall be maintained in the retail core. The standards would require future signs along Reid Street be ground signs, in an effort to reduce sign clutter, which detracts from downtown revitalization.

Mr. Petrucci asked if the existing non-conforming buildings and uses would be exempt from the code amendment. Mr. Crowe answered that after being vacant for more than six months, uses must conform to the use standards.

Discussion ensued regarding the recommended design suggestions for the proposed Hampton Inn. Mr. Harwell said he met with the Planning Department as the Planning Board had requested to recommend some architectural design ideas for the proposed building, versus the boxed style that was submitted, and that he submitted some design elements that he thought would be appropriate. Mr. Wallace said that he has seen some of the suggested design ideas that Mr. Harwell put together and likes them better as it didn't appear to substantially change the building, but rather gave it more of an old time feeling. Mr. Crowe advised that staff's understanding of the Board's motion was to work with Mr. Harwell on some design suggestions and forward them to the developer, which Staff accomplished. He added that a corporate hotel like the Hampton Inn is bound by the Hilton Hotel's corporate design standards and, as previously discussed, there are certain parameters that have to be considered. Mr. Crowe stated that Staff believes that a lot of progress has been made from the boxy design originally submitted. Elements of interest have been added to the architecture, such as splitting the building into bays and adding faux balconies and alternating roof lines. He believes that the amended design will comply with the design standards for downtown.

Mr. Rudd, Palatka Main Street Manager stated that he wanted to focus his comments on looking at the results the City and the citizens want to get. Currently the City has a 25% vacancy rate and 50% of properties are non-retail on St. Johns Avenue. The first step is to quantify what is wanted for St. Johns Avenue. A mixed use central business district downtown with residential, offices, professional services, churches and shops is the desire, but to be successful, somewhere in there must be a core or concentration of retail. He presented some picture of what is currently along St. Johns Ave., pointing out the many spaces converted from retail to offices, churches and other non-retail and non-service type uses with closed and darkened windows. He showed those retail spaces that engage the sidewalk, with open display windows and tasteful sidewalk displays. Mr. Rudd stated that this is what helps the district to grow, that retail needs other retail to grow and share customers. It draws the pedestrian down the sidewalk, from the bakery to the book store and to next shop and so forth. This is what makes the pedestrian want to keep going to see what is next. When people get to an area where there is no more retail and or large gaps, studies have shown people tend to turn around and leave when they can no

longer see what comes next. Comparing photos of what is existing and what is desired for St. Johns Ave., he reiterated that current regulatory environment is not giving us what the City and the citizens have expressed a desire for and that is a thriving downtown. He ended by saying that he believes that the proposed changes will create a gradual point of change over time. As things change out we begin to move the district to a retail corridor, just one street, to strengthen the entire central business district which strengthens the entire community. If we want to get different results, we must do different things.

Vice-Chairman Sheffield invited public comment.

Gail White, 117 Rivers Edge Drive, East Palatka, stated that the plan looks great and asked for clarity of the overlay area. Mr. Crowe explained that the proposed use changes are for the retail core area (along St. Johns Ave.) only. The rest of the area within the Downtown Business and Downtown Riverfront districts are referred to as the periphery with different use restrictions but with some basic design standards for new construction and signage. Ms. White stated that her church, (First Baptist Church of Palatka) have met with staff and reviewed the proposed changes. She asked if there is a building loss, albeit hurricane, fire, etc...would the overlay prevent them from rebuilding and would a conditional use permit "before" this overlay provide protection to rebuild for the existing churches that are currently invested in Palatka. Mr. Crowe replied that the most all of the existing churches in the downtown zoning districts, with the exception of the 800 block, are outside the retail core and would not be affected by this amendment. The 800 block Holy Word church would be recognized as an approved conditional use, which is effectively zoned for the church use. St. Mary's Church is a legal nonconforming use, meaning it can continue indefinitely in its present state.

Bob Hartwig, 543 West River Rd., asked if the First Presbyterian Church is within the periphery area and if there were any type of catastrophe they would go through the normal procedures to rebuild. Mr. Crowe replied that is correct as this church is within the South Historic District which is not intended for inclusion in the overlay area.

Robert Lemon, 111 Easement Ln., Welaka, thanked the Board for having the workshop and staff for all of the hard work and thought into the overlay, rezoning and design standards and believes that they are necessary to have some continuity in a small town like Palatka. He added that the River front is Palatka's gem and main draw. He suggested that the city may want to look at having the proposed hotel reserve the first floor for retail. He added that all small towns down town areas across the country are hurting due to malls and the big box retail. A lot of other cities have created a retail environment with coffee shops, antique stores, retail to promote their "ace in the hole" be it beach or river etc... He asked if the proposed design standards would require existing businesses to upgrade. Mr. Lemon ended by recommending that the two items; the overlay zoning and the architectural review or design standards be considered separately. Vice-chairman Sheffield reiterated that Mr. Crowe had explained the standards would only be for new construction and major exterior improvements. Mr. Crowe added that the hotel will be facing Memorial Parkway and not the retail core of St. Johns Ave. (and thus not subject to the retail core standards), however in the purchase agreement there is a strip of land adjacent to St. Johns Ave. that is reserved for retail development.

John Poitevent, 269 River Dr., East Palatka, asked for confirmation that the First Presbyterian Church on 2nd street and the apartments on 3rd Street are not within the overlay zoning. Mr. Crowe answered in the affirmative.

Calin Lester, 695 Calin Rd., asked if storm water retention would be affected. Mr. Crowe advised that City and St. Johns River Water Management District requirements would have to be met.

Mr. Holmes referred to the Municipal code regarding distance restrictions as applied to adult entertainment facilities.

Mr. Petrucci asked how the existing county offices would be affected by this amendment. Mr. Crowe advised that such uses on the south side of St. Johns Ave. would be allowed to continue as legal nonconforming uses, but that any significant additions to these uses would not be allowed. Uses on the north side of this street in the 400 and 500 blocks would be excluded from the retail core and would be part of the periphery.

Neal Chancey, 2615 Lane St., commended the Board, Staff and Mr. Rudd for their efforts in doing a great job. He said that there is no doubt that we all want the City of Palatka to have economic growth and uniformity, whatever it takes to rejuvenate and reinvigorate is important to bring in new revenue, not by raising taxes, but new revenue. He spoke in support of the First Baptist Church of Palatka, as Chairman of Deacons, and their planned family life center. He questioned if this would be an allowable or grandfathered use, understanding that there may have to be negotiations of possible storefront uses along St. Johns Avenue. He asked what good is it if we gain economic value to our city but lose the hearts and minds of our young people. Adding that he believes that their multi-million dollar family life center will reach the hearts and minds of many, giving a source of encouragement of families, enhance a source of business in that area, and aesthetically will be state of the art.

Cynthia Benz, 4498 Summer Haven Blvd Jacksonville, stated that she agreed that plans for controls are necessary and that the proposed ideas sound reasonable but cautioned the Board against any extreme measures that based on old information and comparisons from dissimilar areas.

Kirby Kennedy, 106 Lisa Lane, thanked the Board for tabling this request, for a workshop and allowing the First Baptist Church time to work with city administrators. He said that the church has had two meetings with the city and believes that they are making great progress on being able to coming to some kind of compromise on allowing the church to move forward with Phase 1 and Phase 2 of the Church's expansion plans. He explained that Phase 1 is the purchase of the TD Bank building and the renovation of the two story building into educational space for preschoolers, children and some adults, leaving the one story building for workshops and such. Once that building is paid for (anticipated for 2018), Phase 2 will involve building a new family life center, demolishing the one-story building that is currently there. He read a letter from the Putnam County Ministerial Association requesting that the City of Palatka amend the proposed prohibition of churches in the downtown retail core, and recommend the language be amended to read that churches are discouraged but not prohibited from locating in the retail core area fronting St. Johns Avenue.

Roberta Correa withdrew her comment request.

Michael Gagnon withdrew his comment request.

Brian Hammons, Putnam County Planning and Development Director, stated that the public has a large investment in County-owned land and buildings downtown and asked if the use were non-conforming, the first time they were to apply for permit to work on that building what they would have to do. Secondly, he submitted that the government uses downtown are actually professional office uses and it appears the government use designation refers to who owns the property and not the actual use being conducted there. He urged staff to class governmental office in with the professional office designation. Mr. Crowe advised that a legal nonconforming use would be allowed to continue in that location indefinitely.

Mr. Holmes referenced section Sec. 94-114. Nonconforming lots, structures and uses;
§ (g) Repairs and maintenance: Nothing in this chapter shall be deemed to prevent the strengthening or restoring to a safe condition of any building or part thereof. Mr. Holmes added that there does not appear to be any mention of value cap or percentage for repairs and maintenance, however; §(d)(2) Nonconforming structures, states: Should such structure be destroyed by any means to an extent of 60 percent or more of its replacement cost at time of destruction, it shall not be reconstructed except in conformity with the provisions of this chapter.

Mr. Harwell asked why the Courthouse was being exempted and did it include the accessory buildings to the west of the courthouse. Mr. Crowe replied that the Courthouse and the accessory buildings have a significant presence and that the intent is to limit County agencies using storefront buildings downtown outside the government complex.

Robert Taylor, 241 Crystal Cove Dr., referred to a portion of staff report of Oct 22, 2013. He stated he is in support of the design guidelines. He believes that they are a bit aspirational and time will help heal some of the wounds. He commented that the guidelines are not historic design guidelines and 15 or so buildings are now being identified as significant. He said that there should be more than the Planning Director and a historic preservation student to decide what is historically significant. Mr. Taylor added that he believes that the public has a significant investment in the properties as a taxpayers and believes that the decision making body should be increased to possibly include be that taxpayer, a downtown building owner, and a member of the county. He believes in preserving and protecting our historic buildings, but is concerned with relegating that authority to a few people. The design guidelines in some areas appear to try to legislate or create historical features which he is opposed to, and believes that the buildings should stand on their own merit. Some of the standards have been in place for years and years and such as reflective glass and awnings below eight feet, yet there are several buildings that are not in compliance. He suggested that someone other than the Building Official should look at these plans to ensure the guidelines are enforced and the city map needs to be defined very clearly as it relates to the north and south historic districts, the central business district and how it relates to downtown business and riverfront as the lines overlay at times and create confusion.

Alex Altman said that there were an extreme number of restrictions and regularity standards which will be required for new business and create a hardship in an already tough economic time. He believes that what makes Palatka special is that it is different, and referred to Angel's Diner as with many others that are a prize for Palatka, that would not be allowed as they are under the proposed design standards.

Vernon Adams, 5262 Silver Lake Dr., referred to the Constitution and the protection of freedom of religion. He stated that churches are a vital part of our community and urged the Board not to restrict churches. He added that there are enough regulations and pressures choking existing business, and many of them are struggling and barely hanging on. He stated that he believes that the proposed standards would impose hardships on many of the existing businesses.

David Harrell 271 East River Rd., East Palatka, wants to know how the amendment can help him rent his spaces. He stated that he is opposed to the amendment.

Kenny Eubanks, 141 Ranch Rd. East Palatka, said he cosigned the check to get a main street manager, and expressed his wishes that some of these changes should not be made.

Dawn Perry, 2370 West River Dr., stated her objections to the overlay and referenced a federal law that prohibited discrimination against churches.

Mr. Crowe advised that the design regulations in the periphery areas would be much less restrictive than in the retail core and would allow new uses such as Angel's Diner.

Mr. Petrucci commented that in his opinion churches would be best served around the residential communities and commercial areas are best served for commercial uses. He added that he believes that the differences between Palatka and some surrounding communities like St. Augustine and Gainesville is that these towns create a feel or a theme to separate the downtown from the malls and big box stores.

Don Holmes commented that the decisions should not be based on feelings. The decision needs to be based on whether it is appropriate to put an overlay on one 11-block area of one street and restricting non-retail uses to create a retail entertainment district.

Vice-Chairman Sheffield questioned the issue of property rights for existing property owners. He asked if there were any considerations, or protections for existing building owners. Mr. Holmes advised that grandfathering does just that as it allows the use to continue until such time as it goes away. Mr. Crowe added that the State changes the Building Code minimum standards on occasion and all are required to meet these minimums.

Mr. Harwell asked Mr. Crowe questions regarding some of the design standards for existing and new construction.

Mr. Holmes asked Mr. Crowe if there were any considerations made for a variance. Mr. Crowe replied that if it pertains to a strict dimensional standard, a variance could be applied for, if it is related to more of an interpretational item, an appeal of Staff's decision would go to the Planning Board.

Mr. DeLoach said he was in retail for 35 years and agreed that retail thrives when near other retail, that one of the best things to happen to his business was when the furniture store moved in across the street from him. He added that for 12 of those years he was president of the Downtown Merchants Association, and they went to nearby downtowns to determine what could be done to improve downtown. He said that he believes that downtown Palatka can thrive again and stated that he supported the overlay.

OLD BUSINESS:

Case 13-50 Administrative requests to amend Municipal Code Sec. 94-295 Landscaping and Tree Protection (General landscape requirements) to provide standards for fencing; and amend Buffering and Screening Code Section 94-303 regarding landscape buffers applicable to conditional uses.

Mr. Crowe requested that this item be tabled to the next meeting.

Motion made by Mr. DeLoach and seconded by Mr. Petrucci to table this item to the January, 2014 meeting. Motion passed unanimously.

OTHER BUSINESS

The 2014 meeting calendar was presented and approved by a consensus of the Board:

January 7 th	February 4 th
March 4 th	April 1 st
May 6 th	June 3 rd
July 1 st	August 5 th
* September 9 th	October 7 th
November 4 th	December 2 nd

* Note: September's regularly scheduled meeting date falls next to the Labor Day holiday; it is staff's recommendation that this meeting be held on the 2nd Tuesday of the month.

Vice-Chairman Sheffield advised of Chairman Stewart's resignation, and asked for the Board to consider a replacement for Chairman at the next meeting.

ADJOURNMENT - with no further business, meeting adjourned.



CITY OF PALATKA PLANNING BOARD MINUTES January 7, 2014

The meeting was called to order by member Joe Pickens at 4:05 pm. **Other members present:** Earl Wallace, Anthony Harwell, Lavinia Moody, Charles Douglas, Jr. and George DeLoach (who took his seat after roll was called). **Members absent:** Vice-Chairman Daniel Sheffield and Joseph Petrucci. **Also present:** Planning Director Thad Crowe, Recording Secretary and City Clerk Betsy Driggers, Recording Secretary KeOndra Wright, and City Attorney Donald Holmes.

Motion was made by Mr. Harwell and seconded by Mr. Wallace to approve the minutes for December 3, 2013 meeting. All present voted affirmative, motion carried.

Ms. Driggers read the appeal procedures and called for any ex-parte communications regarding any case.

Lavinia Moody expressed ex-parte communications with John Rowe and Lisa Parsons regarding the First Baptist Church issue.

Mr. Douglas said he spoke with members of First Baptist Church and is privy to confidential information for the First Baptist Church item on the agenda, which will require his recusal from that vote (Form 8B filed).

OTHER BUSINESS

Election of Chairman – **Motion** made by Mr. Wallace and seconded by Ms. Moody to elect Daniel Sheffield as Chairman. All present voted, motion carried unopposed.

Election of Vice-Chairman – **Motion** made by Mr. Wallace and seconded by Ms. Moody to elect Mr. Pickens as Vice-Chairman. All present voted, motion carried unopposed.

OLD BUSINESS:

Case 13-46: Administrative request to amend Municipal Code Sec. 94-161 and 94-162 to establish an overlay zoning district to provide for design standards and use restrictions in downtown zoning districts. Mr. Crowe presented a Powerpoint presentation (filed). He advised that the proposed Overlay has been revised with input received along the way and from the workshop that was held last month. He went over the boundaries of the geographical components of the Overlay, the retail core (properties fronting on St. Johns Ave.) and the periphery (the area between St. Johns Ave. and Main St, the railroad and the river). A main purpose of the Overlay is to support the Main Street program's efforts to encourage pedestrian-oriented uses, emphasizing restaurant, retail and personal service uses in the downtown core area. A second rationale was to ensure that development and redevelopment was compatible with historic downtown character, pointing out the concentration of historic buildings in the downtown area. An added justification was the increased certainty for property owners that incompatible development would not occur, and the property value enhancement that accompanied that. He added that the Overlay intent is to provide more specific standards for the retail core (those properties fronting St. Johns Ave. from the riverfront to 11th St.) and a minimal base level of regulation to the periphery area (all other parcels within the Downtown Business, Downtown Riverfront, and C-2 zoning

districts going up to Main St.). The Overlay would not allow institutional and other lower-activity uses in the retail core, with the exception being the Courthouse area between N. 4th and 6th Streets on the north side of St. Johns Ave.

Mr. Crowe said that the principal evaluation criteria for the Overlay amendment focused on implementing the intent of the downtown zoning districts, namely providing a “pedestrian oriented, retail/entertainment” environment that “discourages uses that are likely to create friction with pedestrian movement.” Research and studies have concluded that the lack of foot traffic and regular activity that stems from institutional and government uses hampers street life and downtown businesses. He noted that even going back to 1962, when the downtown was thriving, the City’s Comprehensive Plan made a clear case for working toward the gradual elimination of existing establishments of a public or semi-public nature from the area reserved for primary retail use. In those days the main intent behind this effort was to free up parking for downtown retail stores. Things haven’t changed in the last 50 years and he believes it is important to get back to the basics. He went over the list of proposed prohibited uses for the retail core and showed some pictures that illustrated the need for downtown design standards for exterior alteration and new construction. He emphasized that the Overlay would be geared toward expedited staff review and clear-cut standards that are common-sense and flexible. Appeals of the standards would go to the Planning Board. He presented a list of comparable Florida jurisdictions that had similar downtown design standards. He presented the types of exterior alterations and new construction activities that would be covered by the standards. He concluded the presentation and noted that Staff recommends approval of the Downtown Overlay zoning.

Vice-Chairman Pickens asked the board members if there were any questions for Mr. Crowe. Mr. Douglas asked for clarity as to the signage provisions on pages 8 & 9 of the staff report; Mr. Crowe provided an explanation of sign dimension standards and the reasoning behind the provisions. Mr. Douglas asked if there was a way to request a variance from the sign requirement. Mr. Crowe said variances to such dimensional standards would go to the Zoning Board of Appeals, and variances from non-dimensional interpretations would go to the Planning Board. Mr. Harwell asked if there is a maximum floor area ratio; Mr. Crowe answered that there is only a building height limit. Mr. Harwell asked why the government buildings on the north side of St. Johns Ave. are exempt; Mr. Crowe said the courthouse and buildings around it have been there historically so it was a reasonable accommodation to “carve” that area out of the retail core. In response to a question, Mr. Crowe replied that there are no design standards that protect the courthouse currently. Vice-Chairman Pickens asked how the Overlay would affect the conditional use request for First Baptist Church (Case No. 13-53) which will be heard after this matter. Mr. Crowe said the conditional use is a final action while the Overlay will go on to the City Commission for final action. Therefore the conditional use, if granted, would be in place and not affected by any future Overlay. Mr. Holmes agreed, noting that if a conditional use is granted it will run with the land not be subject to the Overlay that would not yet be final. He believes this scenario has been conveyed to First Baptist Church representatives by the City.

Vice-Chairman Pickens opened the floor for public comment and asked speakers to limit their remarks to three minutes. He noted that this Board is made up of appointed volunteers who are here to make a zoning decision and not political, business, or religious decisions.

The Reverend Kirby Kennedy, 106 Lisa Lane, Palatka and Pastor of First Baptist Church, Palatka said he represents the Putnam County Ministerial Association and that they have met with Mr. Crowe and Mr. Rudd who gave them a presentation on this item. He stated that the Association understands and shares the City’s concerns about rebuilding a retail corridor. He read a letter from the Association into the record providing their recommendation to amend the proposed code amendment to change the word “prohibit” to “discourage.” Prohibiting churches is too definitive.

Mr. Holmes asked Mr. Kennedy if the Association had any specific recommendations on how the City could discourage churches. Mr. Kennedy said they could meet with Mr. Crowe to discuss suggested language. Vice-Chairman Pickens said the language the Association proposes is very vague. Mr. Holmes stated the only way this can be done effectively to insert specific criteria that a church would have to meet to be allowed or that a church could not exceed... something along that nature, depending upon whether allowed or prohibited. A policy statement that churches are discouraged would be ineffective in his opinion, there would need to be a specific body of criteria. Mr. Kennedy said the members of the association understand and would be glad to help develop those criteria, possibly using the term "restricted" rather than "prohibited" or "discouraged."

Robert Taylor, 241 Crystal Cove Drive, Palatka, commended Mr. Crowe for updating the overlay uses, noting that this is a difficult ordinance to write. He objects to the provision that only flat roofs will be allowed, adding that historic buildings in the overlay area have other roof styles including pitched roofs, Spanish styled roofs, and mansard roofs. He stated the following comments and concerns:

- * the provision to require streetwalls within two years is not good;
- * it is not good to restrict new buildings materials to brick and stone, this leaves out precast, terracotta, wood and other viable materials;
- * he is concerned that only one individual is to interpret what is "historic;"
- * government buildings have been exempted and are not permitted as a conditional use, but there is a provision to allow existing buildings as a conditional use.

He suggested that Churches be considered on a case-by-case basis as a conditional use. He said that he was thankful that some of the prescriptive criteria have been eliminated from the ordinance, as it makes it easier for the designer when they know what is desired as an end result, and he thanked Mr. Crowe for those changes. He stated that he believes that storefront layout in a symmetrical design is not always a good thing and added that sometimes historical buildings are balanced but not necessarily symmetrical and said also that the signage provision needs some refinement. He said that he believes that the ordinance is moving in the right direction and would be happy to consult with Mr. Crowe on some architectural terminology.

Neal Chancey, 2615 Lane Street, Palatka, said that rules for allowing churches should be inserted.

Reverend Don Hanna, 2020 Country Club Terrace, Palatka, said if the City won't change the language from prohibiting to discouraging, he'd like to drop the language prohibiting churches altogether as churches are already discouraged due to current restrictions that restrict churches within 300 feet of alcohol serving establishments. Mr. Crowe said in this case a church must seek conditional use approval from the Planning Board. Rev. Hanna added that he understands the goals of establishing a retail core, as he sits on the Main Street Board but he believes that churches should fall under the conditional use provision instead of being prohibited. Vice-Chairman Pickens said the Board could change the ordinance to require churches to apply for a conditional use across the board and not leave it to chance that the church falls within 300 feet of an alcohol establishment. Rev. Hannah said that would satisfy his concerns.

Mr. Holmes cautioned the Board that the conditional use approach could raise false hopes that churches were allowed. Conditional use status is something the Board must consider based upon the defined criteria already within the Code. The Board utilized the same criteria with the River Community Church and concluded that the church was not compatible with vicinity retail uses. If that premise is valid, then the criteria won't be met anywhere in that corridor. Unless the City were to change the criteria for conditional uses to make a new set of criteria for churches, you'd either have to have a case-by-case consideration of whether or not a particular church was compatible with retail, or you'd have a blanket opposition for the use. Mr. Hanna said prohibiting churches seems wrong. They are no more likely to get an approval of churches under current conditions, but this will affect downtown long into the future. Prohibiting churches may not stand up. He'd just like them to drop the word "prohibited." Mr. Holmes said Staff felt it was more in keeping with the goal of establishing a downtown retail corridor to be upfront in setting forth uses that would be allowed or disallowed rather than

engaging in the exercise of conditional use for certain uses if they are going to boil down to that compatibility criteria anyway. They are only talking about 10 or 11 blocks. That downtown corridor prohibition was not just aimed at churches, but at a lot of other uses, with the goal being to establish that retail corridor. It is more honest and more straightforward to just say churches or any other use that is not retail in nature are prohibited from this one 10 or 11 block area on St. Johns Avenue. It excludes all non-retail uses in a consistent fashion.

Ms. Moody asked Rev. Hanna how he interprets the word "prohibition." She asked if churches were prohibited on the periphery if he would feel as strongly about this. He replied that he would feel even more strongly about it, when you limit these in a retail corridor it sets a precedent for another administration to ban all churches from downtown Palatka, even with an existing church expansion. It creates angst regarding precedents. It's the perception he's concerned about; he doesn't like the idea of prohibiting churches. He hates to see this added on top of what they've already done. She asked him if he feels any less important as to having influence in the community should churches be prohibited from this corridor of St. Johns Avenue; he said he does not. He understands the Main Street approach and he understands the Planner is supporting that approach through this ordinance. Prohibiting churches in this area will give them a black eye as people won't understand the parameters. He'd prefer churches having to meet certain conditions rather than prohibiting them. Mrs. Moody asked if he believes he is influential enough in the community to help overcome the perception, and if he would be willing to work at this. He replied that he doesn't know and is not sure.

Mr. Holmes said, for what it's worth regarding precedent, a widespread prohibition of churches won't withstand a federal court's constitutional scrutiny. He's never heard City staff say they wanted to prohibit churches in the community. Churches are not being singled out, if they are singled out it won't withstand federal scrutiny; however, if a City chooses a relatively small portion of its boundary to exclude certain uses, there is case law supporting the prohibition of certain uses, including churches. A broadening of that concept would not withstand any type of federal scrutiny at all. Vice-Chairman Pickens said it also strikes him as being more disingenuous by suggesting to the world that churches are allowed by conditional use, when the fact is they aren't. It's misleading to a sincere applicant who reads the Code and believes they have a legitimate ability to place a church in this corridor, when the fact is it will never be permitted in this corridor due to compatibility problems. The Board would not want to just appease the Ministerial Association by doing this; it may resolve this issue, but it will create an disadvantage to anyone who applies for a conditional use in the future. Rev. Hanna said if the thinking changes in the future and they realize churches can be a significant partner in the downtown corridor, the regulations prohibit any flexibility to allow churches. He suggested a variance process that would reverse the prohibition if the thinking changes. The Ministerial Association was willing to go with the word "discouraged" rather than "prohibited" for that reason. Vice-Chairman Pickens asked if it is his suggestion that, even if it is unlikely that a church would ever be approved, it is his hope that one could be approved in the future. Rev. Hanna said that is his rationale.

At the request of Mr. Douglas, the slide showing the geographic map was again shown. Mr. Douglas asked if the Overlay goes north of Hwy 17. Mr. Crowe and Mr. Holmes said this prohibition only applies along St. Johns Avenue in the retail core; this prohibition does not apply north of US 17. There are no use prohibitions in the larger area of the periphery - only the design standards will apply in the periphery.

The Reverend Karl Flagg, 1700 Oak Street, Sr. Pastor, Mt. Tabor First Baptist Church, District 3 Putnam County Commissioner, said everyone is extremely concerned with the economic conditions of the community. They do not want to be appeased. They don't need private, personal interpretations and moving targets on this revision. They need to be sure they understand that "one size does not fit all." These people have well established religious and governmental institutions in the Downtown. Professional uses are office uses which surround the government offices; government offices will require conditional use approval to locate within the overlay area. The City is making a distinction as to the ownership of a building, not the purpose of the building.

Government offices are the major use in the downtown area at this time. The County owns four buildings on the south side of St. Johns valued at \$2.47 million. There is also a substantial public investment in the area surrounding these buildings, which should be protected. The property owners and taxpayers are asking to be assured there is protection for existing uses. He suggested that the choice of words is very important. The City and County are not at odds, it seems that the religious institutions and retail establishments are at odds, but in reality they are the same people. Whether they are speaking of government or churches, they are looking for a balance that will cause Palatka to move past anemic. Downtown Palatka cannot be compared with other communities where this approach has worked. This city has had churches in downtown for over 140 years and government buildings for over 100 years. Vice-Chairman Pickens asked if he had specific recommendations for modifications to this ordinance. Rev. Flagg said before the Board recommends approval of the language, such language should be something that doesn't set the Church plans back. It's important that the City does not offend those who have caused downtown to be as vibrant as it is; they need to marry retail with religious establishments. Churches are also bringing pedestrian traffic downtown. Vice-Chairman Pickens asked him if he is requesting that this item be approved or tabled; what is he specifically asking this Board to do? Rev. Flagg said they want multiple choices and not the all-or-none rule. They need recommendations with options. Money has to flow back into businesses in order to have a successful downtown. Everyone knows religious institutions and government buildings don't pay taxes; they have pre-existing conditions and that the City should seek a balance. Mr. Wallace said they are not prohibiting churches downtown; they are prohibiting them on St. Johns Avenue. He attends a downtown church. Rev. Flagg said it is offensive to churches to segregate storefronts from churches. He does not want to see churches all along the retail corridor nor a bar on every block. Mr. Wallace said this only applies to St. Johns Avenue frontage. The Board is not voting against God or churches. Rev. Flagg said the City needs to clearly state the intent of these provisions. Downtown has been declining for a long time. Places to worship are important, but they don't need to downplay retail, either. Mr. Wallace said this ordinance specifically states those provisions and the City should not waltz around the issue by saying a church can get a conditional use.

Mrs. Moody said they are here today because the downtown is already out of balance. This ordinance will create balance in order to allow the downtown to prosper and flourish. Rev. Flagg said this is an over-correction, which is just as bad. He suggests the professional planner work with Staff to keep the City moving in the right direction.

Dawn Perry, 2370 Westover Drive, recommended they take the language of prohibiting churches out of the overlay. It made a lot of sense to Mr. Crowe to grandfather in the courthouse area since it's been there for a long time. The churches have been around longer than the courthouse. They should not prohibit God from any street. She has specific recommendations for how to allow a church in the area. Holy Word Revival Center is the storefront church near Dairy Queen. This Planning Board gave them a conditional use even though they are two doors down from a bar. This Board voted to allow them in because they had made a financial investment in the property, and had been there for over a year and no one even knew it. Mr. Crowe showed a photo of their church and said this is what they don't want in their downtown. They met each requirement the City asked them to meet. She agrees with increased open hours and not having closed windows. The language in the Code has allowed churches in this area since the Civil War. Churches are an allowable use. The Board has been granted the freedom to define compatibility, and they have decided that churches and retail are not compatible. Specifically she is speaking of not prohibiting churches, and to find ways the city and churches can work together. She stated that there are many churches that make up the community and believes it is wrong to prohibit them from any street.

Vice-Chairman Pickens closed the public comment portion of the meeting.

Motion made by Mrs. Moody and seconded by Mr. Douglas to table this item until the February meeting to allow Staff to look at addressing the word “prohibited.” Discussion: Mr. Douglas said he believes there are other issues with the wording used in the ordinance. For example, the exclusion of bait and tackle shops; they rely on the St. Johns River and he’s not sure they should be excluded. Making hotels or motels go through the conditional use process will discourage some developers. The language needs further scrutiny. Mrs. Moody said the things he noted can be easily explained. Mr. DeLoach said he also recommends the building materials issue be looked into further. Vice-Chairman Pickens said the Board has been looking at this for some time. They’ve heard these comments before and he was personally overwhelmed with the specificity and the list of items Mr. Taylor brought up and addressed in this ordinance; he is not looking forward to looking at this ordinance line by line but agreed that there are things that can be worked out with staff and the community that would prevent the Board from having to make a yes or no decision. Mr. Harwell said he agrees with Mr. Taylor’s comments regarding the design standards and doesn’t know why they are included in the Zoning Code (use standards). Mr. Crowe said Chapter 94 allowable and other uses are accompanied by supplementary regulations which are design standards, so it made sense to look at both at the same time for this area, as that is how they are treated in the Code. There being no further discussion on the motion, a vote was taken and the motion passed unopposed.

Vice-Chairman Pickens noted Edward Stith, who submitted a speaker card for this item, is invited back to speak on this issue next month.

Case 13-53: Request for a conditional use to expand an existing church use in the Downtown Business district.
Location: 511 St. Johns Ave.
Applicant: First Baptist Church of Palatka, Inc.

Mr. Crowe said First Baptist Church proposes expansion of the Church into an area that is within 300 feet of an alcohol serving establishment, which triggers the conditional use process. He narrated a PowerPoint presentation on the request including the proposed site plan, which includes demolition of a stand-alone building on St. Johns Ave. and the construction of a multi-purpose gym facility. Mr. Crowe went through the evaluation criteria and how the site plan meets the criteria. The city is trying to maintain some foothold of retail continuity in this case; the staff recommendations would continue the potential for retail along this block of St. Johns Avenue through the reservation of this mid-block section. Staff recommended approval with conditions as enumerated by Mr. Crowe:

1. Approval of the site plan shall be valid for a period not to exceed ten years after the approval of this application.
2. The Applicant shall reserve a mid-block section along St. Johns Ave., as shown on the site plan, for future retail use. This 60-foot wide by 65-foot deep strip of land will be conveyed to the City upon the City’s request following the demolition of the existing building located on the retail strip at no cost fair market value of the land, as determined by a certified appraiser within six months of application approval at the Church’s expense, with a provision that if the City (or a private partner working in conjunction with the City) does not develop the property for retail use within a 15-year period after the approval of this application, then the ownership of the property will revert back to the Church.
3. As an alternative to conveyance of the property to the City and should the City choose not to acquire and develop the property at any time during the 15-year period the Applicant may develop the retail strip for a standalone retail, personal service, or restaurant use(s). Such use(s) shall not be accessory uses to the Church but shall constitute separate and distinct uses.
4. The existing building which occupies the land area of the future retail strip shall not be used for church-related activities.
5. The Board shall relegate the responsibility of design review for the proposed building to the Historic Preservation Board.

6. The drive aisle width in the east parking lot shall be reduced to allow for landscaping along the east side of the new building, to provide for a more attractive appearance of the parking area and the building.
7. Plantings shall be provided along the part of the building facing Oak St.

In response to a question by Mr. Harwell, Mr. Crowe advised that the Historic District cuts right through the middle of the block; the south part of the building would fall under the purview of the Historic Preservation Board. For practical reasons Staff has determined that the entire building will fall under the purview of the Historical Preservation Board. He distributed the latest staff recommended conditions of approval which they have negotiated with First Baptist. Staff has not received any objections from anyone on these conditions; they have been working with the Church and its representatives.

Vice-Chairman Pickens noted he has four speaker cards from representatives of the Church. He asked if anyone is here in opposition; there was no response.

Robert Taylor, 241 Crystal Cove Drive, said the site plan provided to the Board is the Phase 2 site plan. The Church has been negotiating with Staff and Mr. Crowe to come up with a compatible solution that will meet the needs of both sides. They've been in negotiation right up until this meeting began. They submitted two different site plans; the first one showed Phase 1 development which showed an adaptive use of the buildings with no significant changes to the building, except for permitted signage to identify the property as First Baptist Church. The 2nd phase proposes placement of the new structure, demolition, parking, ingress and egress, and is the Church's ultimate goal. The only area in question is the 60 x 65' portion along St. Johns Ave. reserved for retail. First Baptist is willing to reserve that parcel of property for the City to allow the City to "use" that area as retail space. They stated the reservation is not a conveyance or sale of the property; that will be a separate negotiation. They would like to move forward with Phase 1 now. They project to be ready to move forward with Phase 2 in about four years, and will enter into negotiations with the City for conveyance of the property at that time. They would like the opportunity during the first phase to use the two-story building and on occasion the one story building prior to that for church purposes. If that is what is being offered, they are agreeable. Mr. Crowe said what is in front of them is their effort to take the "long view" and permit both phases with certain clear conditions that achieve the city's goals, which is to make sure that retail strip is to be preserved for retail use now and in the future, but not make that an appendage of the Church. Mr. Taylor stated that he thought the Church is in agreement with that.

Mr. Holmes said he is concerned about the staff recommendation that the Church has to commit to sell or grant first option of this property to the City. Mr. Crowe said the City will have 15 years in which to request to purchase the property from the Church. The Church can then either say they want to develop the property themselves for retail, or sell it to the City. Mr. Holmes said he has a problem with requiring a private property owner to grant the City an option to purchase the property. He stated that he has no problem with reserving the strip for retail use; he would have no qualms with the legality of that. He commends the Church and staff in their negotiations in trying to come up with a legitimate plan; he does not recall this option to purchase being part of the negotiations. Mr. Crowe said they were directed to work out a way to ensure it would remain a retail use. Mr. Holmes said he's not questioning requiring this to be retail use; it's the ownership requirement he has a problem with. Mr. Crowe said they can limit it to the specific use only and eliminate the language pertaining to who is going to own or develop it. Mr. Holmes said if the City ends up buying it, that's fine, but the City shouldn't require it. Vice-Chairman Pickens agreed and said anything that would purport to give a benefit to the City as a condition of the conditional use permit is not good. Mr. Holmes said the conditions of the conditional use permit should run with the land and that needs to be specifically stated in the motion. It is not a grandfathering and it cannot be taken away from them. Vice-Chairman Pickens said an option could be as simple as adjusting Condition #2 and eliminating the rest of paragraph 2 after the first sentence, and adding Paragraph 8 of the last distributed document. Discussion ensued regarding language; Mr. Holmes said instead of

“for retail use” it should read “which shall be designated for retail use.” More specifically, “the applicant shall reserve a 60 x 65 foot wide strip of land as shown on the site plan in the mid-block section on St. Johns Avenue for retail use.”

Kirby Kennedy said they did not agree to the Phase 1 prohibition of church use in the one-story building. Mr. Crowe said the corner/two-story classroom building is fine for church purposes; but Staff did not want to see the church use of the one-story building from the beginning. If Phase 2 never happens and the Church remains in both buildings, the retail strip is gone if the City chooses not to pursue Phase 2. There is no going back.

Mr. Holmes said the revised condition should state: “the 60 x 65 foot parcel on St. Johns Avenue as shown on the site plan shall be restricted to retail use.” Mr. Taylor said the strip is part of the two story building; the separate parcel won’t exist until this building is demolished. This is why the church objects to this. They would like to use the one-story building in the interim. Mr. Kirby said the Church won’t be able to use this for a preschool and nursery as it won’t be practical. Mr. Crowe said they don’t want any part of this portion of the building used for church purposes at any time, even temporarily while they are contemplating Phase II. He added that while not recommended the Board could add a temporary use provision noting the one-story building can be used for church uses for a specific period of time. Mr. Holmes said they have done that in the past. Vice-Chairman Pickens said he does not want the Church to make a decision under duress due to time constraints. Mr. Kennedy said they anticipate breaking ground on Phase 2 in 2018. They gave themselves 10 years in order to do that. Mr. Crowe said 10 years is too long; they want to reserve every bit of St. Johns Avenue they can for retail use. Mr. Taylor said four years is optimum, up to 10 years. Mr. Kennedy said they need to let TD Bank know what they are doing by January 27. Marc Spalding, Realtor, said TD Bank will need to make a decision by that date on whether to extend the contract or not.

Mr. Holmes asked for clarification that the major hang-up is the portion of the building along St. Johns Avenue. Mr. Crowe replied they don’t have a problem with the two-story classroom corner building they plan to use for day care and pre-K. Staff is concerned with the one-story building. Staff has no problem with them using the buildings outside of the dotted line (denoting the retail strip) shown on the diagram for classroom space for up to 10 years. This is the compromise. They’ve been a little rushed on negotiations and this is where communication has broken down. Mr. Holmes asked if it is the City’s understanding and stance that the Church has the right to use the two story building for church purposes for 10 years, but not the 60 x 65 foot parcel, which would be a shorter length of time. Mr. Crowe said there is essentially no restriction on time for the “classroom” building. Mr. Holmes said if the City is going to grant the Church a conditional use with no expiration on what they are calling the two-story classroom, he sees no problem with giving them a timed phase-out of the 60 x 65 foot parcel; he sees no reason not to give them a defined period of time. Mr. Taylor said it is their understanding that is from four to ten years. Vice-Chairman Pickens asked if the City and Church are in complete agreement except for the time limit on the 60 x 65 foot parcel reverting to retail use.

As to allowing the church to use the 60 x 65 foot parcel for church use for three years, Mr. Crowe said that from Staff’s perspective it is not preferable, but acceptable. Vice-Chairman Pickens said he is uncomfortable with trying to hammer out these details in this meeting. It would be good to know if TD Bank would be willing to extend the contract. Mr. Kennedy said they felt that the City and Church will come to an agreement. Mr. Holmes said he would have concerns for the Board to vote on a contract to agree, it is difficult to do even with good faith efforts. If they still can’t come to an agreement on time duration prior to the conditional use being passed, then they have not accomplished what they wanted to accomplish. Mr. Crowe said the City will accept three years with the option to come back before the City to apply for a two-year extension. Mr. Kennedy said they will agree to a four-year guarantee with an option to come back for a two-year extension. Mr. Crowe reluctantly said that is acceptable to Staff. As to the 60 x 65 foot parcel, Vice-Chairman Pickens said the church could develop it for retail, can allow private retail to develop it, or sell it to the City. Mr. Crowe said if the

property is sold, whatever is allowable in the current zoning at that time is what would be an allowable use. If a restaurant serving alcohol wanted to locate in the area, they could go through the conditional use process. If the church wants to restrict uses for the parcel, they should state those unacceptable uses now. The conditional use is on the land; another church could come in and purchase the parcel, and be subject to the same restrictions. The request for a conditional use was made by the Church; if the downtown Overlay is passed and the use of the building is ultimately restricted, the City has agreed to the conditional use for the protection of the church. They applied for the conditional use and made application before there was any Overlay. Mr. Taylor said in the current Overlay ordinance, conditional uses are allowed to continue as a permitted use. Mr. Crowe said an approved conditional use is like having zoning approval. If design standards went into place and the building became non-conforming, they can continue with the use of the building, but not expand.

Mr. Holmes suggested the following language take the place of paragraph #2, #3, and #4: "The 60 x 65 foot parcel along St. Johns Avenue as shown on the site plan shall be designated and restricted to retail use with the stipulation that the applicant can continue to use the parcel for non-retail use for a period of four years, with the ability to apply to the Planning Board at the expiration of said four years for a two-year extension." Paragraph 1 stands, Paragraphs 3-5 are eliminated, paragraph #5 stands and is now Paragraph #3. Mr. Taylor asked if they could work on paragraphs 6 and 7. Mr. Crowe recommended that in its place the following language be inserted: "planting strips or potted plants to be provided along east and walls of the building." This becomes Paragraph #4. Mr. Holmes said Paragraph #5 is now "The Conditional Use runs with the land."

Mr. Taylor asked that the letter he asked the Clerk to distribute prior to the meeting (filed) be disregarded, as those issues have now been resolved. Ms. Driggers said this was now part of the public record. Vice-Chairman Pickens said the City and Church have now agreed upon language; this does not mean the Planning Board has agreed upon it.

Vice-Chairman Pickens opened the floor for public comment.

Neal Chancey, 2614 Lane Street, thanked the Board for their negotiations tonight. Negotiations and comprises are important. As representative of the Deacons of First Baptist Church, he said they are in support of this as negotiated. His concern is a technicality on the retail spaces being compatible with what First Baptist Church wants if they are sold; they want compatible business in those if they are sold.

John Rowe said all of his concerns were addressed.

Dawn Perry, 2370 Westover Drive, said she support First Baptist and all churches. A city can work with a church to make something wonderful happen; this illustrates the points she made under the prior item. Her church has the same vision; they planned to rent their building on a temporary basis and there was no similar negotiation or agreement made. She believes it is possible with all churches. She hopes they will not prohibit churches from St. Johns Avenue. She hopes the City will offer to negotiate with her church.

Vice-Chairman Pickens closed the public hearing portion of the meeting.

Mrs. Moody noted that she lives on the corner of 6th & Oak, and asked for some clarity with regards to the second phase development, noting the building will go right up to a buffer area, which is not much of a buffer. Mr. Taylor said there will be a larger buffer than the current parking strip. It will be an improvement on the fence, which is encroaching on TD Bank property. Mrs. Moody said TD Bank put up the fence. Mr. Taylor said they have not yet discussed the fence and landscape issues with Staff. Mrs. Moody said she has concerns on the buffer and noise associated with the planned building, as well as the height of the building. Pastor Kennedy said the planned buffer exceeds the City's requirement. Mr. Harwell asked Mr. Taylor if there has been any other

consideration or exploration on the layout of Phase 2. The layout of the current building is poor architecture. Mr. Taylor said before they gave up the retail space they had other, grander plans. They didn't arbitrarily consider expanding the building; they changed the footprint and interior to work out the best design. Mr. Harwell said it seems odd to him to butt a new building up against a poorly constructed, laid out existing building.

Motion made by Mr. DeLoach and seconded by Ms. Moody to approve the Conditional Use for First Baptist Church Expansion at 511 St. Johns Avenue subject to conditions stated in the staff report to include the amendments by Mr. Holmes (shown below). A vote resulted in four in favor, one opposed (by Mr. Harwell), with one recusal (by Mr. Douglas, who filed Form 8B with the Clerk) motion carried.

1. Approval of the site plan shall be valid for a period not to exceed ten years after the approval of this application.
2. The 60 x 65 foot strip of land along St. Johns Avenue as shown on the site plan shall be designated and restricted to retail use with the stipulation that the applicant can continue to use the parcel for non-retail use for a period of four years, with the ability to apply to the Planning Board at the expiration of said four years for a two-year extension.
3. The Board shall relegate the responsibility of design review for the proposed building to the Historic Preservation Board.
4. Planting strips or potted plants shall be provided along the south and east walls of the new Phase 2 building.
5. The Conditional Use runs with the land.

With consensus of the Board, Vice-Chairman Pickens called a recess at 6:40 p.m.

Vice-Chairman Pickens reconvened the January 7, 2014 meeting of the Palatka Planning Board at 6:45 p.m.

Old Business:

Case 13-50: Administrative request to amend Municipal Code Sec. 94-295 Landscaping and Tree Protection (General landscape requirements) to provide standards for fencing; and amend Buffering and Screening Code Section 94-303 regarding landscape buffers applicable to conditional uses.

Mr. Crowe explained at the direction of the City Commission there will still be a public workshop on these ordinances in the spring. He added that another look at these codes revealed that there is a need for additional standards regarding an important component of landscaping, which is fencing. Also Staff has some concerns about the lack of applicable conditional use buffers, there are a lot of conditional uses and the intent was to incrementally bring properties associated with conditional uses up to the landscape code as new businesses come in, a slow process but the intent was to also have them work on the parking lot landscape and roadway buffers which might be one street tree, one parking lot tree at a time. The proposed amendment speaks to the fence changes and buffering, with the intent to improve the appearance of and beautify the commercial corridors, as directed by the Comprehensive Plan.

Ms. Moody asked how existing fences would be considered. Mr. Crowe advised that these are what are known as nonconforming characteristics of use, which can go on indefinitely.

Mr. Harwell asked if there was some provision for the owner to apply for a variance for any of these standards. Mr. Crowe advised that staff would make the interpretation, and an owner could then either apply for a code change or appeal staff decision to the Zoning Board of Appeals or the Planning Board. There are provisions for maintenance of existing fences that require that fences be maintained in an orderly fashion.

Motion made by George DeLoach and seconded by Anthony Harwell to approve staff's recommendations for case 13-50 as presented. All present voted affirmative, motion carried.

ADJOURNMENT – There being no further business to discuss, the meeting was adjourned at 6:55 p.m. upon a motion by Mr. DeLoach, seconded by Mr. Harwell. All present voted affirmative, motion carried.



CITY OF PALATKA PLANNING BOARD MINUTES February 4, 2014

The meeting was called to order by member Vice-Chairman Daniel Sheffield at 4:05 pm. **Other members present:** Anthony Harwell, Lavinia Moody, Charles Douglas, Jr., Joseph Petrucci and George DeLoach. **Members absent:** Joe Pickens and Earl Wallace. **Also present:** Planning Director Thad Crowe, Recording Secretary Pam Sprouse and City Attorney Donald Holmes.

Motion was made by Mr. Harwell and seconded by Mr. Wallace to approve the minutes for December 3, 2013 meeting. All present voted affirmative, motion carried.

Chairman Sheffield read the appeal procedures and called for any ex-parte communications regarding any case.

OLD BUSINESS:

Case 13-46: Administrative request to amend Municipal Code Sec. 94-161 and 94-162 to establish an overlay zoning district to provide for design standards and use restrictions in Downtown zoning districts.

(Public Hearing)

Mr. Crowe explained the rationale for this request is in support of the Main Street approach to encourage pedestrian generated uses, such as restaurants, retail and personal service oriented uses and to ensure that new development downtown is compatible with the historic architecture of downtown. He explained that the overlay design standards identify and apply to two downtown areas: the retail core, generally those fronting on St. Johns Avenue (minus the Courthouse complex in the middle), which is a bit more restrictive and the periphery being less restrictive. The retail core consists of properties fronting on St. Johns Ave. between the Riverfront Park and 11th St. and the periphery includes the remainder of the areas zoned DB (Downtown Business) and DR (Downtown Riverfront), generally the areas between Reid St. and St. Johns Ave. and between St. Johns Ave. and Laurel St., as well as areas zoned C-2 south of Main Street and along Reid St. between the riverfront and N. 11th St. He said that since the last meeting based on public input received, some uses have been removed from the prohibited uses, bait and tackle shops marine hardware store and small grocery stores and added a general statement that exterior alterations will be in keeping with the historic architectural character of downtown. Adding appropriate exterior finishes such as cast stone, terra cotta, granite, and marble and the prohibition of faux finishes. The word "hardiplank" was replaced with "cementitious fiberboard" and eliminated of the term "baked" as a modifier of enamel. Also eliminated was the requirement that roofs be flat, insertion of language that calls for rectangular presentations of buildings including rooflines, and requiring parapets when screening of rooftop equipment is needed. There is an allowance of decorative metal fencing with brick columns as an alternative streetwall type, and an extension of required compliance from two to five years. Clarification that excess driveways (exceeding 24-feet in width) in retail core and periphery shall be slimmed down to 24-feet when new construction occurs. A height limitation of 4 stories was added. He explained that staff stands by the other use prohibitions, including houses or worship and government uses as they do not ideally promote pedestrian activity to support a vibrant downtown. Staff recommended approval and added that the City has had four meetings with the Planning Board (3 public hearings and 1 public workshop). Staff has met with several architects; they have met with members of the

public and made modifications from suggestions made by and large. He requested that this proposal move forward by some recommendation made by the Board as we have been at this for some time now.

Mr. Douglas disclosure of ex-parte communications with Bob Taylor, Kirby Kennedy, John and Stanley Hodge, Thad Crowe, Ted Stackpole and Carl Flagg was made by.

Mr. Crowe added that the City has also had a number of meetings with the Ministerial Association, Downtown Palatka Inc. and the Main Street Board as well.

Mr. Rudd explained that the overlay is not a new thing that Main Street is trying in Palatka it is very common practice in cities across the country that are trying to revive their retail core. He wanted to focus on reality, stating that what we are trying to do is make a regulatory change now that will begin to yield results in the future, because the rules we have now has yielded what we currently have. In terms as to what we want and what we currently have downtown. He showed pictures of some of the current uses in the retail core; explaining that those retail uses have decorated and inviting windows, open and active to the street, sidewalk displays and how they pull down the street creating an inviting environment from one block to the next. He also showed examples of current non-contributing uses such as private and government offices and storefront churches, noting the closed off fronts, blank walls and closed off windows. He added the active and vibrant downtown is what is desired, then we need to establish something now that, over time as changes occur, will move us more and more towards a higher level of retail and a lower level of office & non-contributing uses.

Ms. Sprouse read into the record a letter received from the Central Putnam Ministerial Association dated February 4, 2014 supporting the need for establishing an overlay zoning district. In that letter the Association recognized "that the imminent success of downtown is primarily dependent upon a fully-occupied, prospering retail core," further suggesting that the City focus the retail core be focused on the downtown riverfront district as it is currently defined Chapter 94-161. The also recommended that the zoning districts as defined in the Palatka Code Sec. 94-161 and 94-162 remain intact, that the City not re-classify houses of worship as prohibited uses, activities or structures.

Ms. Sprouse read into the record a letter received February 3, 2014, from Deena McCamey, a former City of Palatka Building Department employee, expressing her opposition to the allowance of churches in the downtown districts citing the use does not fit within in the downtown area.

Robert Taylor, 241 Crystal Cove Dr., explained that he has met with Mr. Crowe, Mr. Czymbor and Mr. Rudd on several occasions to try and come up with amicable solutions for all concerned, and stated that he believes that is going to be difficult. He said overall the overlay ordinance has made a lot of advances and it looks much better. He stated that he only had two concerns. One concern was regarding the proposed language to be inserted into Sec. 94-202 – Design standards for exterior alterations in downtown zoning districts to be in keeping with the materials and appearance of historic downtown Palatka as represented by the period of significance between the 1880's and 1940's, he does not want Palatka to look like an antiquated town. He suggested possibly preserve those materials and exemplify those architectural styles, but does not believe that we should held to a particular period. He said that the owner and the developer should be allowed to convey what they want to do downtown Palatka. Secondly, he stated his opposition to the prohibition of churches as an allowed use in the downtown zoning district and said that churches should be allowed by conditional use. He said that most land planning codes and ordinances allow churches as a special use or conditional use. Palatka's current ordinance is unique because it allows churches in the downtown districts by right; the new ordinance prohibits churches in these districts, not even with a conditional use and with no opportunity to appeal. He

stated he believes that it is wrong and said that allowing churches by conditional use is a viable compromise, even though it may be chancy.

Mr. Holmes suggested adding a period at the end of prohibited and to capitalize the C of the next word; conditional uses to start a new sentence (page 6 item D 6; Conditional Uses, Activities or Structures). Mr. Crowe agreed, explaining that he believes that it is a typo in the existing code and intended to recommend that correction to the Board.

Sylvia M. Johnson, 757 State Rd. 100, spoke in support of allowing churches downtown, adding that churches minister to people in many ways, and God has been taken out of school and whittled away little by little everywhere you go. We have all seen what has happened since God has been taken out of school. She added that what she wants for her Palatka, her home town, is prosperity and growth, but that we need to stand up for our Christian values and make America what it once.

Kirby Kennedy, 106 Lisa Lane, stated that the last time the Planning Board met some recommendations were made and this item was tabled. He reiterated points from the letter previously read into the record by Ms. Sprouse from the Central Putnam Ministerial Association and asked that the retail core stay as it is in the existing code, he believes the city should focus and concentrate on the riverfront district for the retail core, which after some success could be expanded. He added that over the years, there really haven't been that many churches apply to locate downtown, and should not be prohibited.

Jerry Hafner, 122 Hilty Lane, East Palatka, Vice President of Palatka Main Street spoke in support of the overlay zoning district. He stated that the amendment is critical to the revitalization and preservation of downtown Palatka and will best serve the interest of all parties and all the citizens of Palatka and Putnam County. The establishment of the retail core and periphery areas as proposed will encourage the development of new business and help protect our current and new business owners' investments from undue losses caused by incompatible, unkempt and in some cases objectionable uses. He added that to be sustainable, the retail core must provide a conduit for foot traffic through retail and entertainment venues to the greatest extent possible, providing a shopping and dining experience that will attract folks from inside and outside the area.

Mr. Hafner spoke again as a private individual and stated that he is an ardent supporter of the people, always considering what is in the best interest of the people. He said that he is extremely perplexed by organizations and individuals who do not in any way consider what is in the best interest in the communities in which they live. Adding that when community governments invest time and money to determine what is in the best interest of the all people who live and pay taxes there, one would certainly think that each of us would be willing to support those interests. The City's Planning Staff and Palatka's Main Street have professionals trained in the areas of zoning and sustainable revitalization which warrants serious consideration by our elected officials and our citizens. Staff has researched the successes and failures of many other downtown districts and integrated the successful elements of the various plans into the current proposal. He ended by saying that it would be nice if for once, all individuals and groups would place the best interest of our community and the revitalization of our downtown.

Roberta Correa, 118 Dodge St., stated that she owns & rehabbed two homes in the South Side historic district, is an antiques dealer and runs City Antiques on St. Johns Avenue and sits on Palatka Historic Preservation Board. She added that she clearly has a vested interest in the revitalization of Downtown Palatka. She referenced a collection she has of old post cards from 1900's to 1940 of Downtown Palatka, pointing out that looking at the postcards or walking down St. Johns Ave., you see the same intent – buildings designed for retail, hospitality and personal service, intended to bring people downtown on a daily basis. She acknowledged that

this task is a difficult one but believes that the original intent for St. Johns Ave. needs to be respected as the retail hub of Palatka by supporting the Downtown Overlay district.

John P. Hutchings, P.O. Box 242 Lake Como Dr., thanked the Board for their efforts. He suggested that the Board look at this historically, that one of the big things about Palatka was that Billy Graham was baptized here which is something that Palatka can boast about. He added that he served as a marine for the freedom of speech and freedom of religion.

Stephen Rodrique, 305 Moseley Ave., he asked that God not be cut out of our community.

Linda Hutchings, 540 Lake Como Dr., Lake Como, thanked the Board for their hard work, and said that she understands the difficulty in making decisions sometimes, as she has served on similar boards in the past. There are many opinions, but the important opinion to her, is God's opinion. She added that many cities have been founded because churches were the first ones there. She said that she believes churches fit well with downtown and referred to the names of St. Johns Avenue and St. Johns River as both being named after a Saint. She stated that she believes that God had a big part in this area, Billy Graham preached under the big oak tree on St. Johns Ave., and that she is appreciative of the history of this area.

Dawn Perry, 2370 Westover Dr., thanked the Board and Staff for their work with the overlay zoning. She stated that she is here again to suggest that the prohibition of churches be kept out of the proposed overlay. She touched down on several points regarding new holocaust discoveries of genocide against the Jewish people from an article she shared. She further expressed that indifference remains our greatest challenge if we dare to hope for the survival of civilization and the revitalization of downtown.

Reverend Chad Perry, 2370 Westover Dr., Pastor of the River Community Church, thanked the board and Mr. Crowe & his office for all of the work they have to do, including the work on the overlay. He stated that his main objection has to do with the prohibition of churches. He suggested that a way that churches and the City could work together in the retail corridor, to allow churches either by conditional use or by allowed use, but establish certain guidelines, for example requiring attractive display windows, requiring certain business hours be kept to invite foot traffic etc., ensuring that they are attractive, inviting and a blessing to Palatka. He responded to the letter (read into the record) that mentioned him and name calling, and said that he is not a name caller and thanked city staff and the Board for their efforts. He added that they just want to be a blessing to the City of Palatka. He ended by saying that his Church is confident they can partner together with the City to accomplish great things, especially concerning St. Johns Avenue and a specific building that has been empty for 20 years.

Ann Marie Everson, 104 Shell Harbour Way, Satsuma, thanked the City for their hard work, and said that it is evident when you go downtown now, compared to when she was a child. She said that she was born and raised here, as are her children, and family of five generations. She stated that she is against prohibiting churches on St. Johns Ave. and believes that it is important to stand up for our beliefs. She added that if you visit any historical city in the U.S. you will see churches, including our own riverfront. Ms. Everson said that our country was founded on the beliefs of our forefathers, which was God, and we cannot remove him from the equation – if you do we will be in serious trouble and no amount of paint or fancy lights will fix it.

Robert Lemon, 111 Easement Ln., Palatka recommended removing the architectural aspect of the overlay from permitted use as getting through either issue might be easier done if they were separate issues. He said that God should not be put in a box or kept out of a box and does not believe that there should be a vote as to where God should or should not be.

Alexander Altman, 5256 Silver Lake Dr., stated that he has concerns with demanding more restrictions on construction with the overlay and will cut into costs for development. He added that in regards to the religious aspect, of all of the uses being removed, only churches are under scrutiny and believes that this is a pointed attack on religious freedoms in this community. He reiterated his comments from previous meetings by saying that anything that creates a schism in the community will not be positive.

Laura Schoenberger, 214 S. 4th St., stated that she lives in the Hist. Dist. and owns two businesses on St. Johns Ave., downtown spoke in support of the overlay zoning. She added that she is a little confused at what she is hearing and does not believe that anyone here is trying to exclude God from our lives. There are three churches that she can see from her house, not to mention all of the others that are a part of the community. She added that it seems to her to be a logical thing, that churches exist in conjunction with downtown, but not necessarily right in the entertainment or retail core and does not believe that this is excluding God or religion from our lives or community, and should not become the predominant battle ground.

Christy Sanford, 312 Dodge St. stated that she has worked with City in grant writing and various other efforts. She added that she supports the City's effort to revitalize the downtown area and this amendment. She added that it is troubling to her, that one does not see this many of the faces at a regular Commission meeting participating in city events or regular business and that this appears to be an issue thing. She thanked City Staff for working on the overlay ordinance and stated her support of the amendment.

Ted Stackpole, 1 Putter Lane, Pastor of the First Assembly of God at the corner Palm Ave. and St. Johns Ave., stated that he is not directly affected by this amendment, but believes there is a fear, that churches are going to destroy the retail core or maybe it is that we do not have a retail core because of churches which of course is not the case. He said that he believes it is more of an architectural issue and not an occupancy issue downtown and believes that the fear can be removed. Not that that many new churches try to locate downtown. He said that this amendment is creating a fear in the church community of mistrust, and asked the Board to alleviate this by allowing church's in the overlay.

Mr. Taylor questioned the requirement for Streetwalls; found on page 10, subsection K as none of the standards are supposed to be retroactive, however the last sentence in that section states they shall be installed within five years of the adoption of this ordinance.

Mr. Crowe agreed that as these standards apply to new development, it should be within five years – period.

(Regular Meeting)

Mr. Petrucci stated that he supports the overlay. He understands people's passion and believes the Board shares that, but the intent of the overlay is to create a storefront area. He added that God is alive and well in this community; noting that there are over 50 churches in the Palatka area. It is not about being anti-church but pro-storefront.

Ms. Moody started by saying that she is a spiritual person and that God is alive and well in all of us. She is sensitive, as a Planning Board member, to how the audience is feeling because she knows it is felt deeply, and does not take it lightly, which is she asked to have it tabled twice so that there could be an opportunity to fully hear what it is that the audience is feeling. She wanted to reiterate what she had said before; that it is not about what the City is against, rather what it is for. There are things the City must do to be financially whole, at least have enough reserve to survive, and that there are things that need to be done for that to happen. Regardless of

how the Board votes, we each individually have a choice to promote good will, to keep God alive – as some of you say and to be good citizens. She recognized that the City has some extreme problems, specifically in the retail corridor, and sometimes it is not unusual when you have extreme situation to have to make an extraordinary decision. We are here because we are so out of balance with finances and small business owners which make America thrive.

Mr. Douglas said that he believes that all of us in this room know that our downtown is struggling and the experts that we rely on to revitalize our downtown say the way to do it is with a strong retail core. He said that he believes that the overlay is a good way to do it, but also believes that there may be less restrictive means that the Board can achieve this. He referenced an Eleventh Circuit case where a church wanted to occupy an area of the city that was zoned for the retail core. The city had said that it was not zoned for that use in the retail core, and the Court ruled that it was ok for a city to zone for retail, and for churches to try to have a comprehensive plan as to where all the different components of our city can be. He added that another aspect of this is that in an overlay or zoning ordinance, we must keep the religious and the secular on an equal footing. So, to exclude churches from an area, secular versions such as fraternal organizations and private clubs and those types of assemblies must also be excluded to survive constitutional scrutiny. He said that he believes that there might be room for compromise with the overlay district, such as making it shorter, say only to 5th street or maybe make it wider. If there is a way to find that middle ground, possibly incorporate a retail use with a church, or if foot traffic is most important, maybe allowing a church on the second or third floor might be a means incorporate the retail and allow a faith based use as well. An overlay is important to promote a vibrant downtown, but would like to find a way that everyone could be behind it.

Mr. Holmes said that he is not concerned about the constitutionality of having an overlay, but believes that there has to be a rational basis for uses that are excluded and it cannot be based on the fact that they have a religious basis or central theme. He asked Mr. Crowe for clarity in the differences between churches and the fraternal organizations. Mr. Crowe stated that zoning recognizes the activity more than anything else and agreed that fraternal organizations would be a similar type use and should be to the list of prohibited uses.

Mr. Harwell asked the difference between roadside vending versus mobile vending. Mr. Crowe advised roadside vending is generally viewed as stationary where mobile vending is just that mobile, such as food or ice cream truck. As mobile vending is allowed downtown, intended for non-motorized, push cart type vending, the code does not allowed for sales to occur in the public right-of-way. Mr. Harwell commented that item B (3) Balconies or Porches; on page 7 seemed a bit restrictive. Mr. Crowe explained that is current code, and the intent is for areas like St. Johns Ave., to allow the protrusion over the sidewalk up to a point that is three feet back to a curb, to allow for parking & pedestrian traffic. Mr. Holmes stated that if balconies or porches were intended for 2nd floor and above, while balconies were implicit for upper story, the word porches were not so implicit. Mr. Crowe agreed that the word “porches could be removed.” Discussion took place regarding the more specific and detailed design standards that apply to just the core area and those less detailed more basic design standards that apply to the outside or periphery areas of the downtown zoning district.

Mr. Harwell said that both the core and periphery area standards for new construction should have language that ensures compatibility with the late-nineteenth century architecture, not just the standards for exterior alteration. Mr. Crowe said that might present some problems with more modern uses along the Reid St. commercial corridor.

Motion made by Ms. Moody and seconded by Mr. Harwell to approve the amendment with the following recommended revisions. Discussion: None. Question called. All present voted, resulting in 5 yeas and 1 nay (Mr. Douglas vote against). Motion carried.

Recommended revisions:

1. Pg. 4 A. Retail Core allowable Uses; section (2) General service establishments, item h.; **remove Fraternal organizations.**
2. Pg. 6 D. **add period at the end of the word prohibited & capitalize Conditional Use**
3. Pg. 7 B. Balconies or Porches (**remove the words or porches**).

Chairman Sheffield called for recess.

NEW BUSINESS:

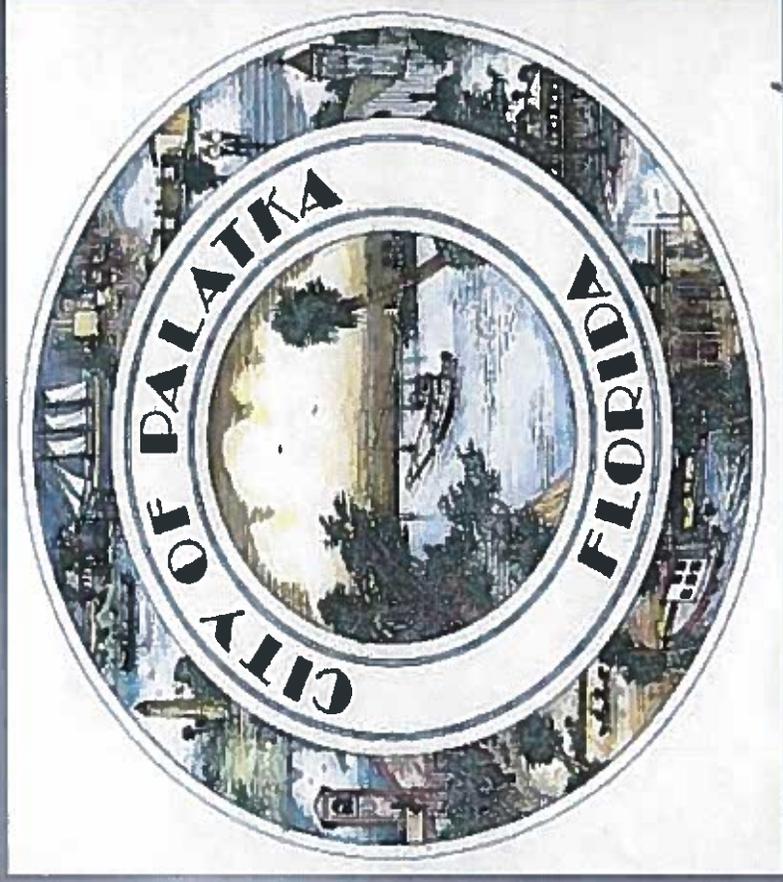
Case 14-01: Administrative request to amend Municipal Code to add Sec. 94-203 Supplementary District Regulations; building exterior standards for new construction along major thoroughfares.

Mr. Crowe added that this amendment is in keeping with the goals of the City to improve the appearance of the City, attracting new businesses and minimize future potential blight. He reviewed the proposed standards for new construction only and not applicable to single-family or duplex residential. He added that provision for appeals of these standards would be considered by the Planning Board. He recommended approval of the amendment. He believes that the community at large is going to suffer, without these design standards.

Discussion continued regarding the benefit of establishing some guidelines and standards for business owners and developers work with. Chairman Sheffield stated that as a contractor the cost is minimal, less than 5% additional cost. Mr. Crowe added that these standards are not retrofit, they apply to new construction.

Motion made by Mr. Harwell and seconded by DeLoach to approve the amendment as submitted. All present voted affirmative, motion carried unopposed.

Adjournment – There being no further business, the meeting was adjourned at 6:55 p.m. upon a motion by Mr. DeLoach, seconded by Ms. Moody. By Board consensus, Motion carried.



**PLANNING BOARD MEETING
FEBRUARY 4, 2014**



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

RATIONALE

- UTILIZE MAIN STREET APPROACH OF ENCOURAGING PEDESTRIAN-GENERATING USES SUCH AS RESTAURANT, RETAIL, & PERSONAL SERVICES
- ENSURE DEVELOPMENT & REDEVELOPMENT IS COMPATIBLE WITH THE HISTORIC ARCHITECTURE OF DOWNTOWN

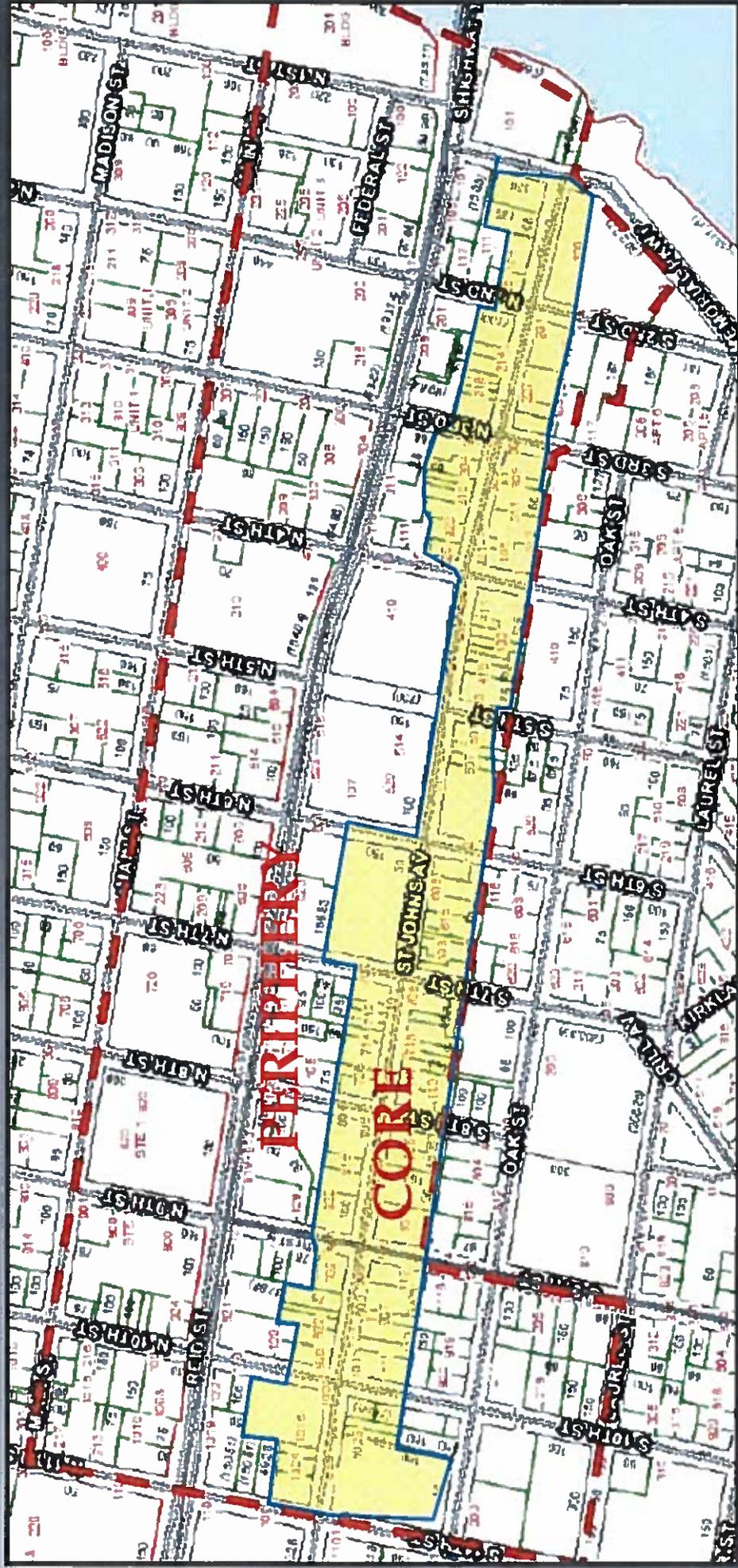


Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

CORE





Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

DOWNTOWN HISTORIC BUILDINGS – 2013 RE-SURVEY





Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

CHANGES SINCE LAST MEETING

- REMOVED BAIT/TACKLE STORES, MARINE HARDWARE STORES, & GROCERY STORES GREATER THAN 30,000 SF FROM PROHIBITED LIST
- ADDED GENERAL STATEMENT THAT EXTERIOR ALTERATIONS TO BE IN KEEPING WITH HISTORIC ARCHITECTURAL CHARACTER OF DOWNTOWN
- ADDED CAST STONE, TERRA COTTA, GRANITE, AND MARBLE AS ACCEPTABLE EXTERIOR FINISHES, NO FAUX FINISHES



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

CHANGES SINCE LAST MEETING

- TERM "HARDIPLANK" REPLACED BY "CEMENTIOUS FIBERBOARD."
- REQUIREMENT FOR FLAT ROOFS IN RETAIL CORE REPLACED BY GENERAL RECTANGULAR PRESENTATION, WITH PARAPETS REQUIRED WHEN NEEDED TO SCREEN ROOFTOP EQUIPMENT (ALSO FOR PERIPHERY).
- STREETWALLS CAN ALSO BE LOW DECORATIVE FENCING WITH BRICK COLUMNS, REQUIRED WITHIN 5 YEARS (NOT 2 YEARS)



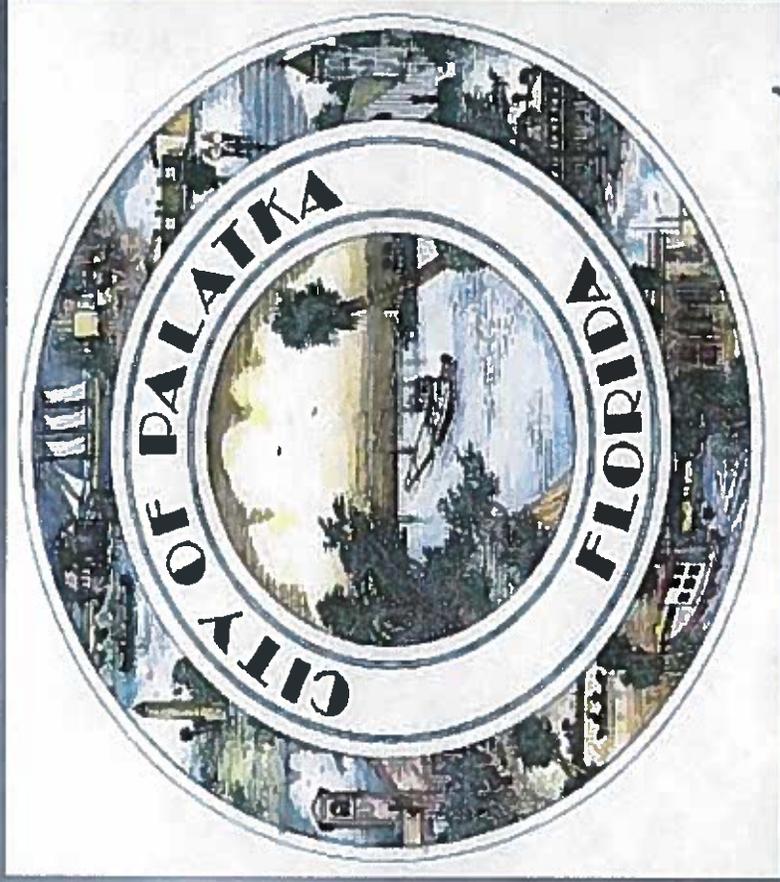
Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

CHANGES SINCE LAST MEETING

- EXCESS DRIVEWAYS MUST BE SLIMMED DOWN TO 24' FOOT CODE WIDTH FOR NEW CONSTRUCTION IN CORE & PERIPHERY
- HEIGHT LIMITATION OF 4 STORES
- GOV'T USES & CHURCHES STILL PROHIBITED AS THEY DO NOT PROMOTE DAILY PEDESTRIAN ACTIVITY TO SUPPORT A VIBRANT DOWNTOWN



**PLANNING BOARD MEETING
DECEMBER 3, 2013**



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)



A COMPREHENSIVE
CITY PLAN FOR

PALATKA

Florida

Vol.

Prepared Cooperatively
By The

Planning Department
FLORIDA DEVELOPMENT COMMISSION

And The

PALATKA PLANNING BOARD
City of Palatka

Published By
THE FLORIDA DEVELOPMENT COMMISSION
TALLAHASSEE, FLORIDA
June, 1962



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

“A FUTURE FOR DOWNTOWN
PALATKA”



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

“WORK TOWARD THE ELIMINATION OF NEW CONSTRUCTION AND THE GRADUAL REMOVAL OF EXISTING ESTABLISHMENTS OF A PUBLIC OR SEMI-PUBLIC NON-RETAIL NATURE FROM THE AREA RESERVED FOR PRIMARY RETAIL USE. THIS WILL RELEASE ADDITIONAL PARKING SPACES FOR DOWNTOWN TRADING.”



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

- NON-RETAIL, RESTAURANT, OR RETAIL SERVICE USES LACK FOOT TRAFFIC
- RETAIL STOREFRONTS PROMOTE VIBRANT PEDESTRIAN ENVIRONMENT THAT PULLS PEOPLE DOWN THE STREET
- NON-RETAIL USES CREATE LESS ACTIVE ZONE
- INFREQUENT USE REDUCES TRAFFIC



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

USES NOT ALLOWED IN RETAIL CORE
(BUT ALLOWED IN PERIPHERY)

- PACKAGE LIQUOR STORE
- DRIVE THROUGH RESTAURANTS
- CHURCHES
- ACCESSORY STRUCTURES (GARAGES, SHEDS, DECKS, BOAT HOUSES)
- BOAT REPAIR/MARINA
- GOVERNMENT USES



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

USES NOT ALLOWED IN RETAIL CORE
(BUT ALLOWED IN PERIPHERY)

- APPLIANCE STORE
- ARCADE
- AUCTION HOUSES
- BAIT & TACKLE SHOPS
- CONVENIENCE STORES
- GROCERY STORES
- MARINE HARDWARE & SUPPLIES



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

COND. USES NOT ALLOWED IN RETAIL
CORE (BUT ALLOWED IN PERIPHERY)

- DRY CLEANING, LAUNDROMATS
- CAR WASH
- OUTDOOR AMPHITHEATERS & PARKS
- EXPANSION OF NONCONFORMING USES
- CHILD CARE (ACCESSORY)



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)



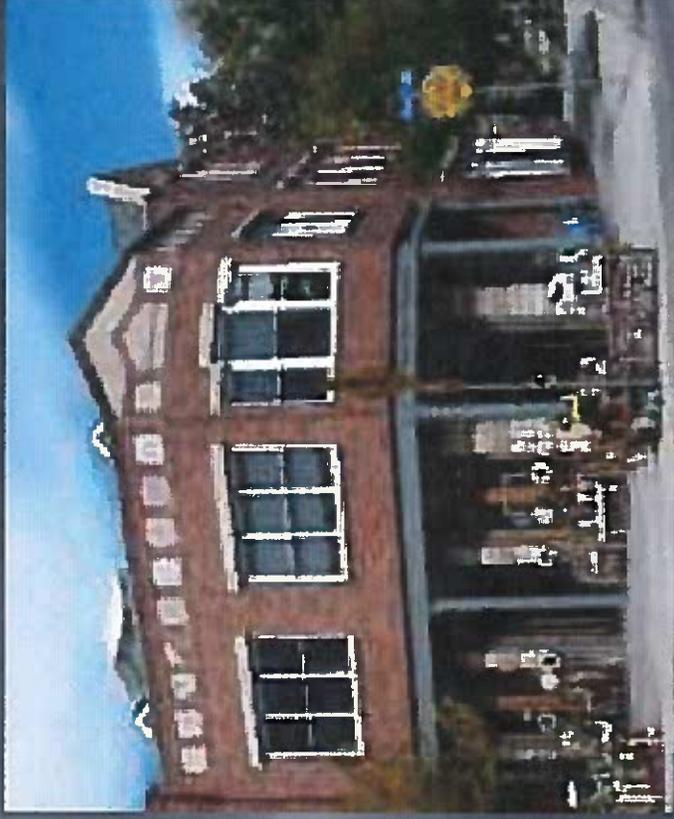
WITHOUT DESIGN STANDARDS



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)



WITH DESIGN STANDARDS



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

- EXPEDITED STAFF REVIEW
- CLEAR-CUT STANDARDS
- COMMON-SENSE & FLEXIBLE
- APPEAL TO PLANNING BOARD



Case 13-46

Zoning Code Text Amendment (Downtown Overlay Zoning)

TOWNS W/ DOWNTOWN DESIGN STANDARDS

- APOPKA
- DELAND
- EUSTIS
- GAINESVILLE
- MT. DORA
- OCALA
- ST. AUGUSTINE



Case 13-46

Zoning Code Text Amendment (Downtown Overlay Zoning)

AWNINGS & CANOPIES

(RETAIL CORE)

- EMPHASIZE ENTRANCES & WINDOWS
- SYMMETRY
- DON'T OBSCURE ARCHITECTURAL FEATURES

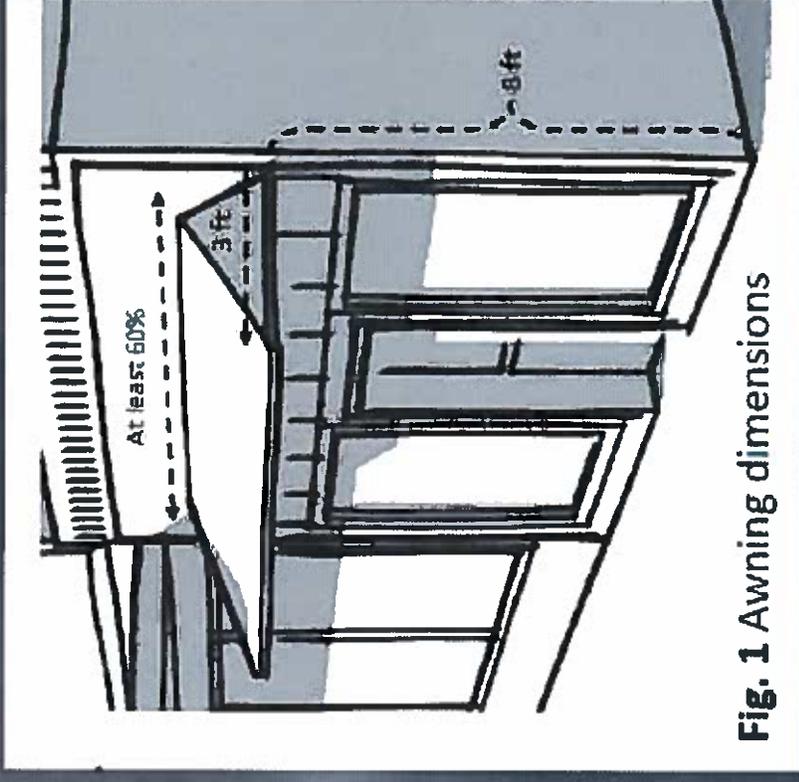


Fig. 1 Awning dimensions



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

AWNINGS & CANOPIES

(RETAIL CORE)

- SHED, SLOPED, OR DOME (OVER WINDOW OR DOOR)
- NOT MANSARD
- AWNINGS-CANVAS, ACRYLICS, METAL, ALUMINUM, AND POLY-COTTON OK
- CANOPY - WOOD, METAL, AND ALUMINUM OK

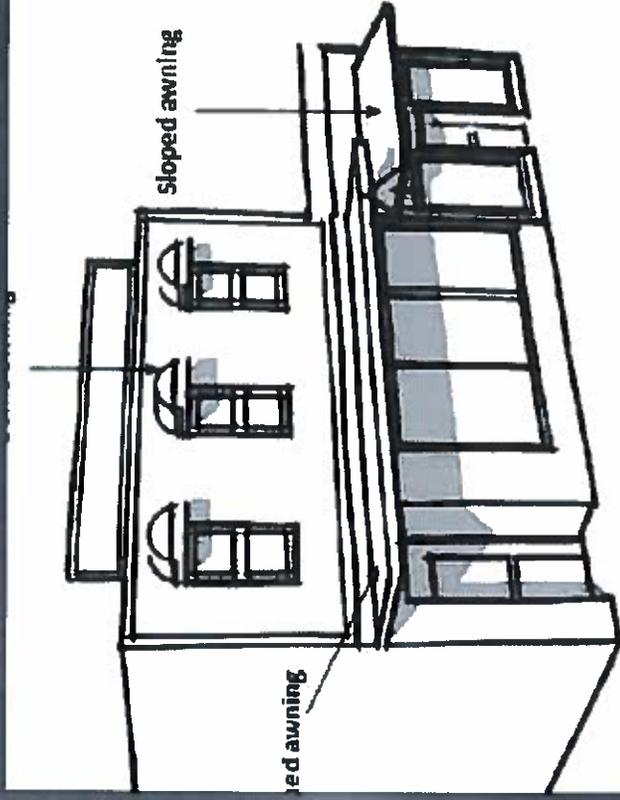


Fig. 2 Appropriate awning types



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

COLOR (RETAIL CORE & PERIPHERY)
O FLUORESCENT, LUMINOUS, OR THE LIKE





Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

EXTERIOR MATERIALS

- BRICK OR STUCCO (RETAIL CORE & PERIPHERY)
- NO METAL OR RAW ALUMINUM WINDOWS OR DOORS (RETAIL CORE)
- WOOD OR SIMILAR APPEARANCE MATERIAL FOR WINDOWS AND DOORS (RETAIL CORE)





Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

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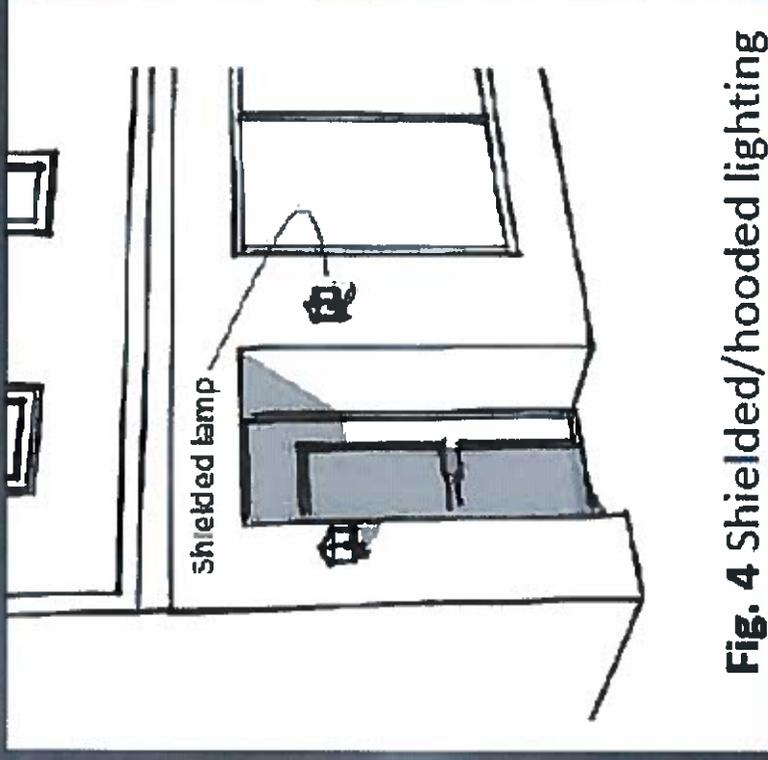


Fig. 4 Shielded/hooded lighting



Case 13-46

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Case 13-46

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- MAINTAIN ORIGINAL ROOFLINE





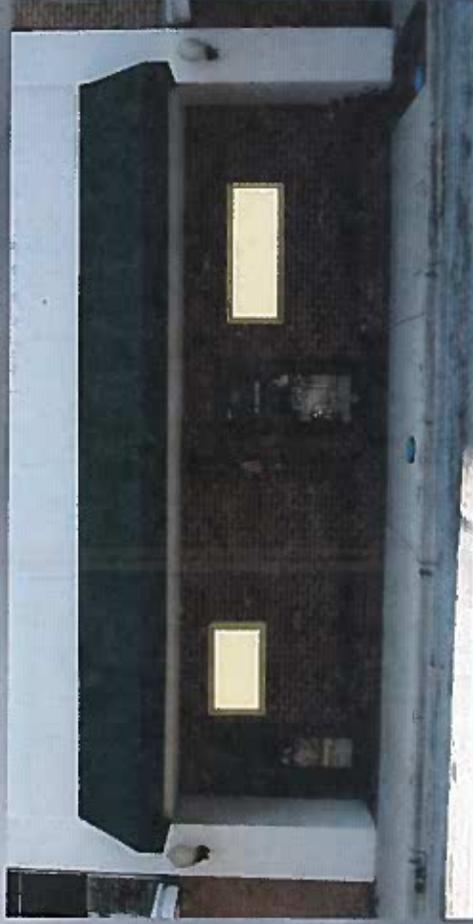
Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

STOREFRONTS (RETAIL CORE)

- MAINTAIN ORIGINAL / HISTORICAL DOOR AND WINDOW ARRANGEMENT



NO

YES



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

SIGNS (RETAIL CORE)

- AWNING/CANOOPY, WALL, PROJECTING, WINDOW, AND SANDWICH BOARD
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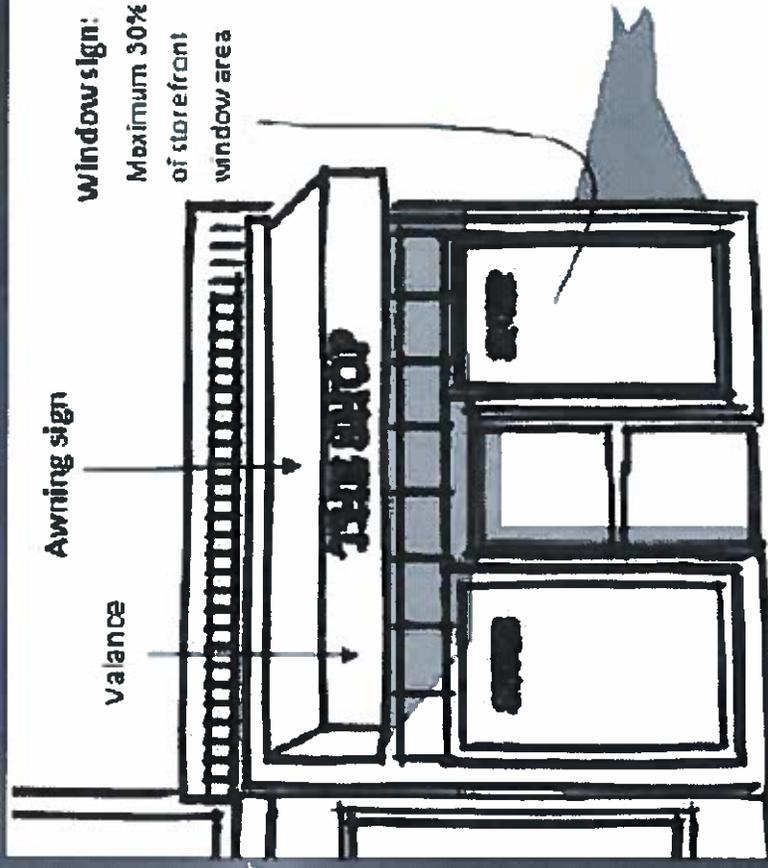


Fig. 5 Awning and window signs



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

"OVERSIGNAGE"





Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

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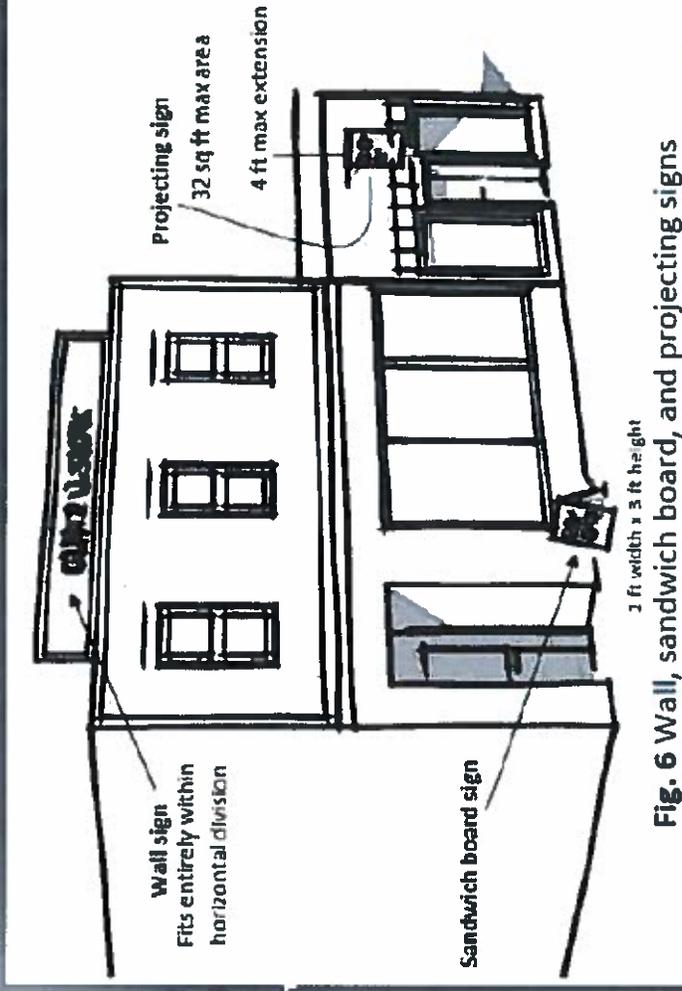


Fig. 6 Wall, sandwich board, and projecting signs



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

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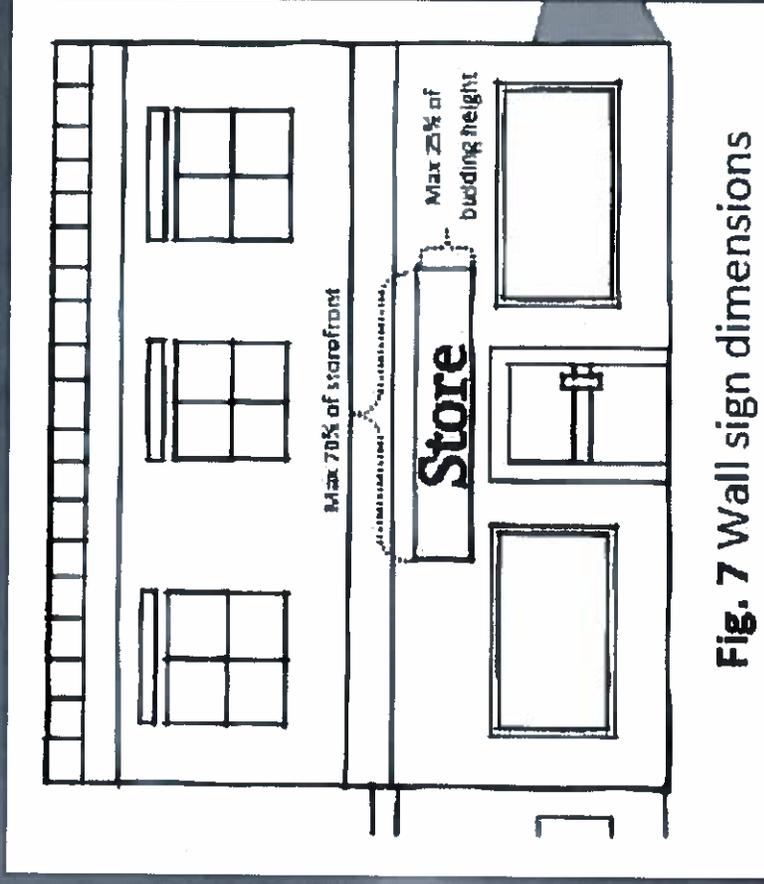
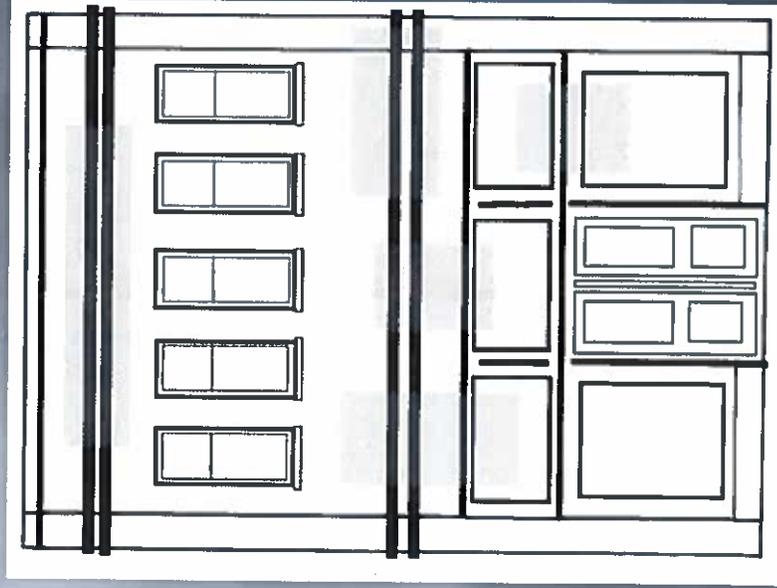


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Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)
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- AT LEAST 60% OF FIRST FLOOR FAÇADE
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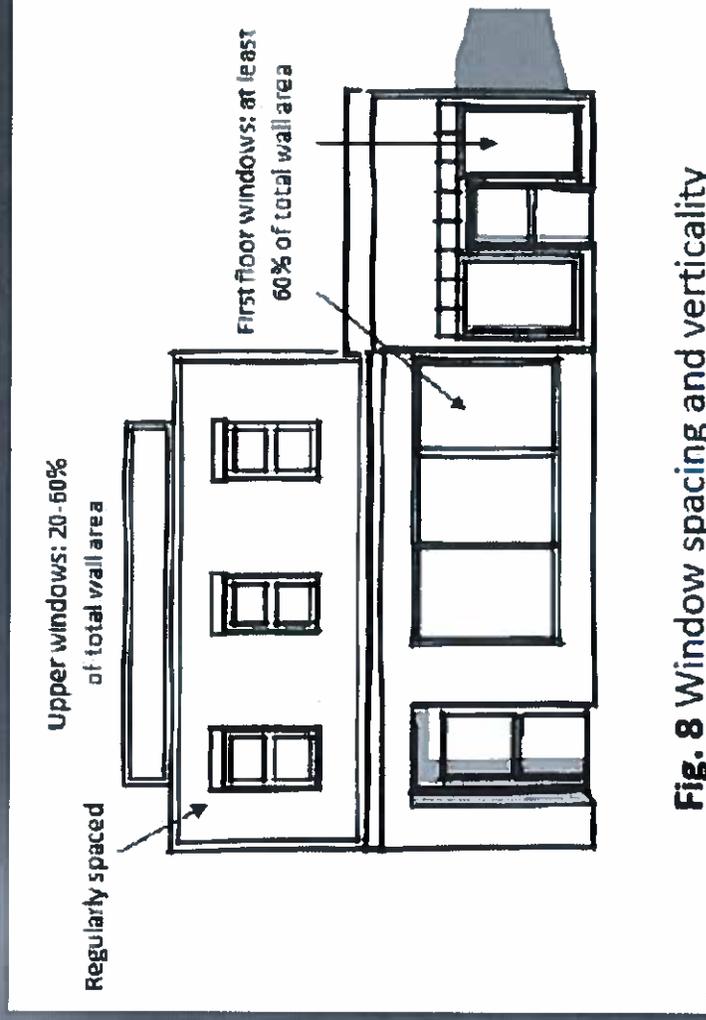


Fig. 8 Window spacing and verticality



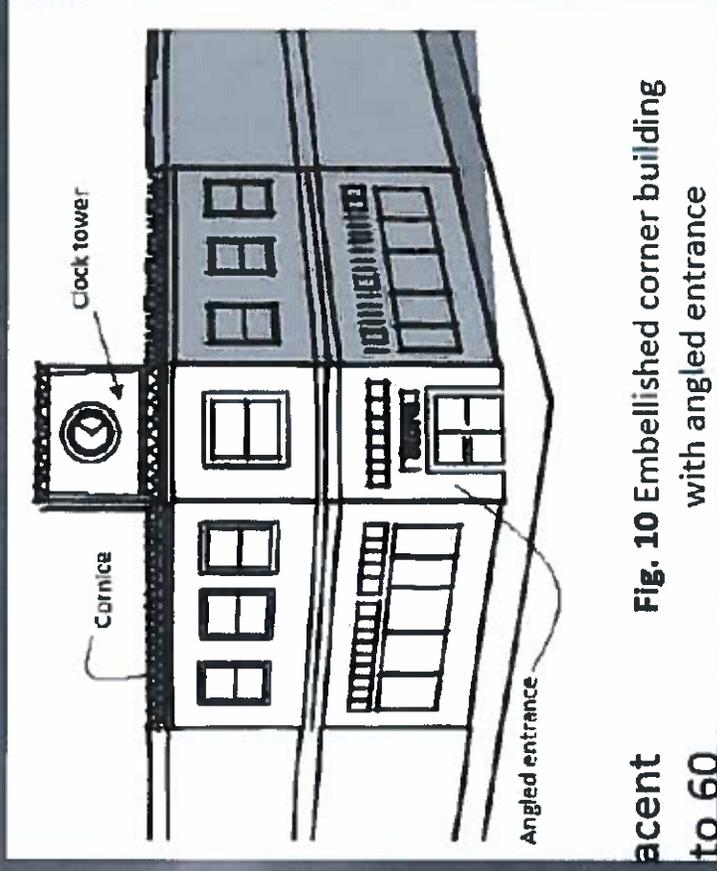
Case 13-46

Zoning Code Text Amendment

(Downtown (REn Overlay Zoning))

NEW CONSTRUCTION (RETAIL CORE & PERIPHERY)

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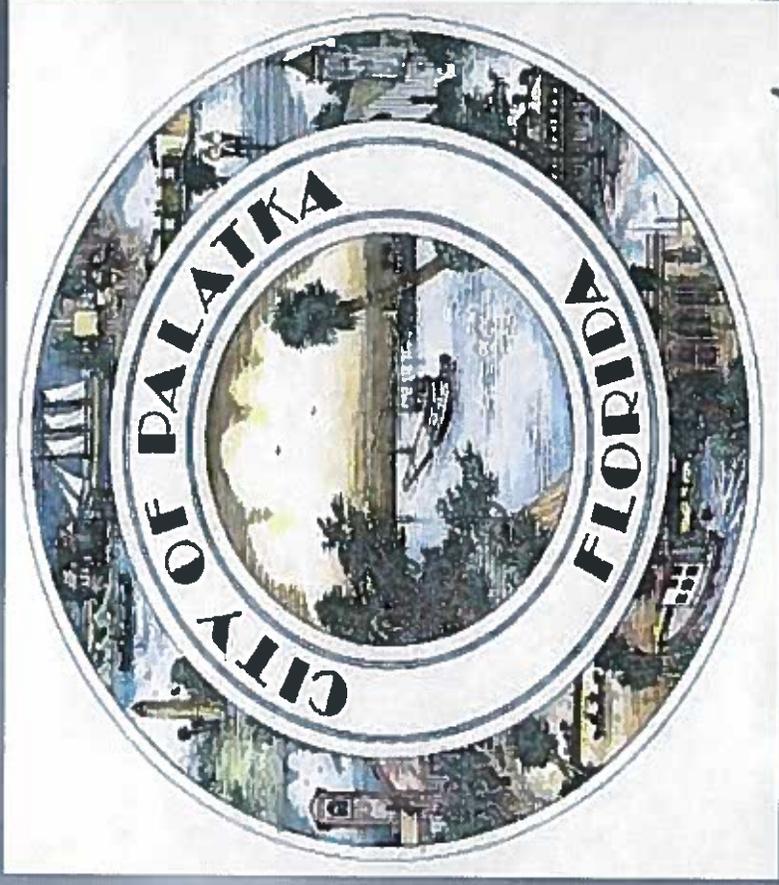


Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

RECOMMEND APPROVAL OF DOWNTOWN
OVERLAY STANDARDS



**PLANNING BOARD MEETING
FEBRUARY 4, 2014**



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

RATIONALE

- UTILIZE MAIN STREET APPROACH OF ENCOURAGING PEDESTRIAN-GENERATING USES SUCH AS RESTAURANT, RETAIL, & PERSONAL SERVICES
- ENSURE DEVELOPMENT & REDEVELOPMENT IS COMPATIBLE WITH THE HISTORIC ARCHITECTURE OF DOWNTOWN

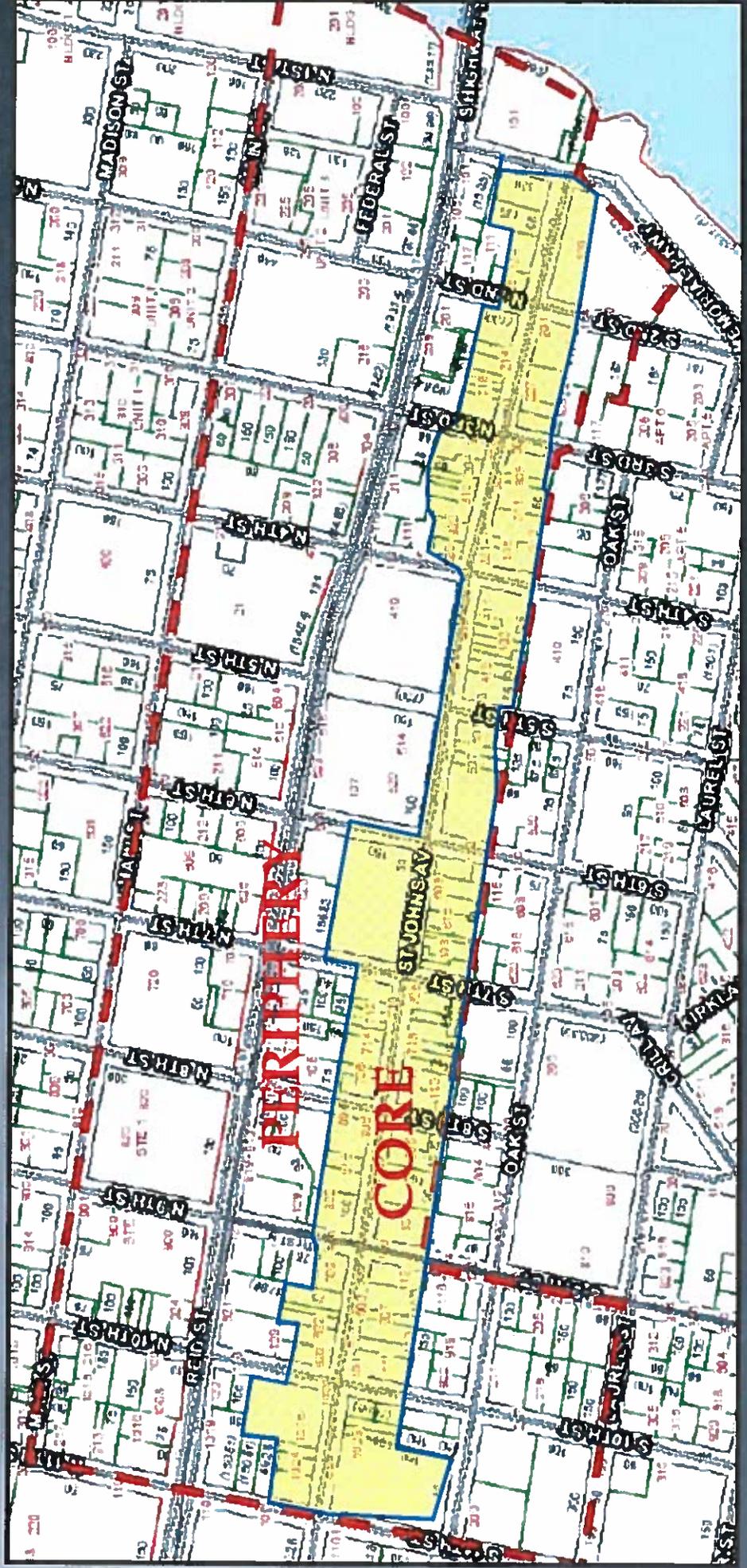


Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

CORE



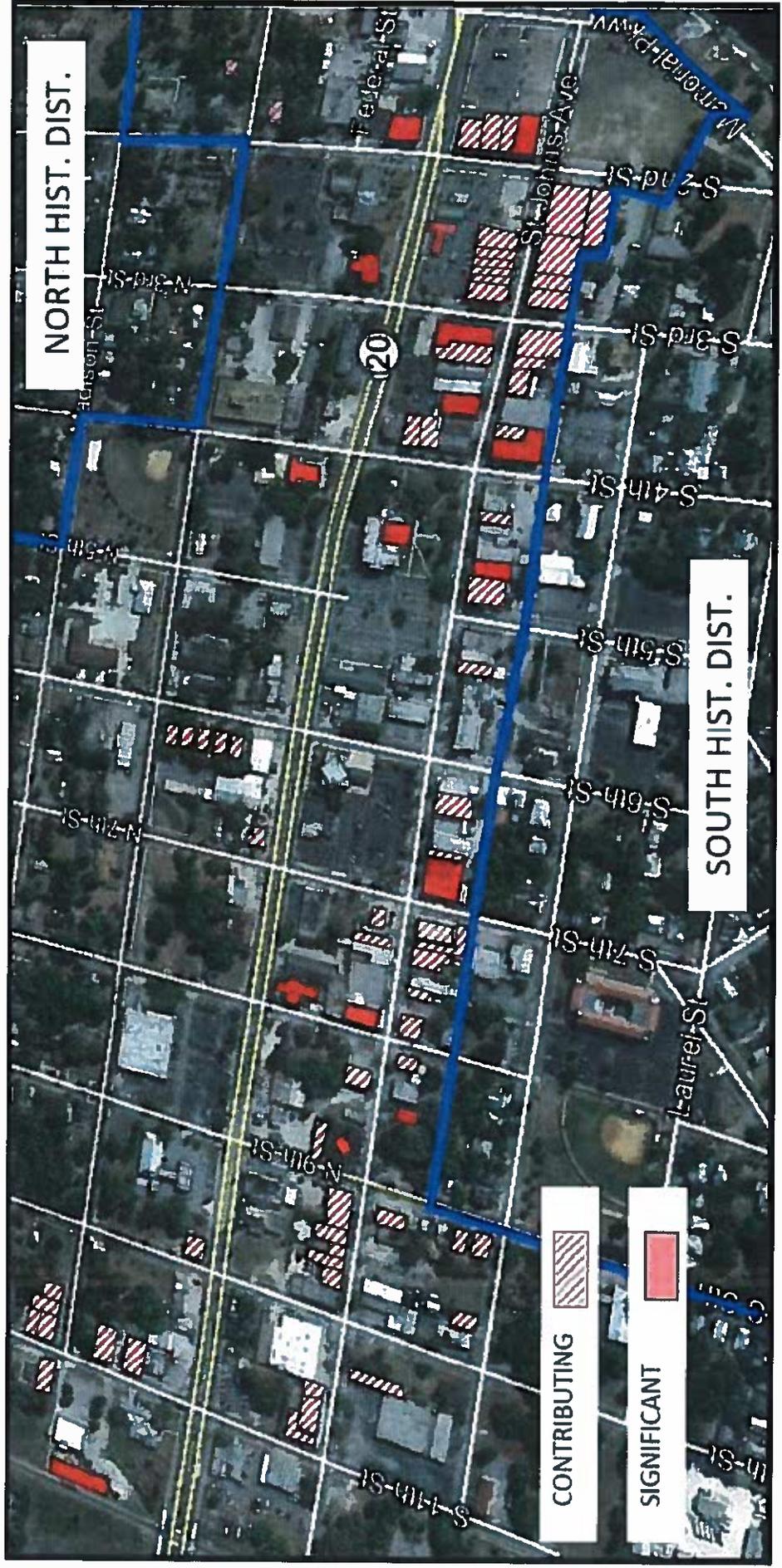


Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

DOWNTOWN HISTORIC BUILDINGS – 2013 RE-SURVEY





Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

CHANGES SINCE LAST MEETING

- REMOVED BAIT/TACKLE STORES, MARINE HARDWARE STORES, & GROCERY STORES GREATER THAN 30,000 SF FROM PROHIBITED LIST
- ADDED GENERAL STATEMENT THAT EXTERIOR ALTERATIONS TO BE IN KEEPING WITH HISTORIC ARCHITECTURAL CHARACTER OF DOWNTOWN
- ADDED CAST STONE, TERRA COTTA, GRANITE, AND MARBLE AS ACCEPTABLE EXTERIOR FINISHES, NO FAUX FINISHES



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

CHANGES SINCE LAST MEETING

- TERM "HARDIPLANK" REPLACED BY "CEMENTIOUS FIBERBOARD."
- REQUIREMENT FOR FLAT ROOFS IN RETAIL CORE REPLACED BY GENERAL RECTANGULAR PRESENTATION, WITH PARAPETS REQUIRED WHEN NEEDED TO SCREEN ROOFTOP EQUIPMENT (ALSO FOR PERIPHERY).
- STREETWALLS CAN ALSO BE LOW DECORATIVE FENCING WITH BRICK COLUMNS, REQUIRED WITHIN 5 YEARS (NOT 2 YEARS)



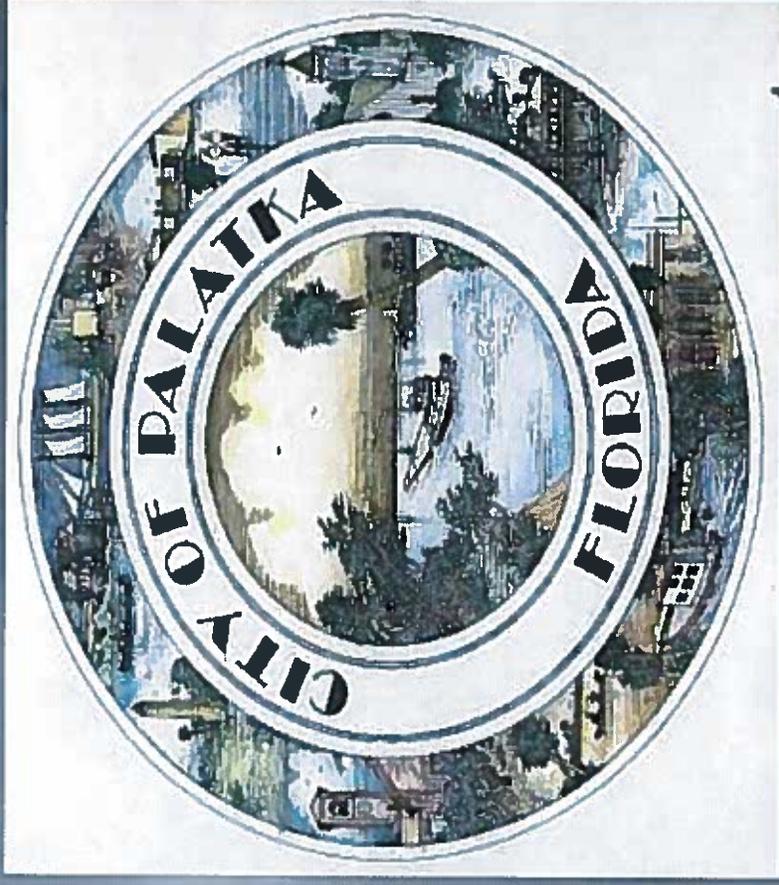
Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

CHANGES SINCE LAST MEETING

- EXCESS DRIVEWAYS MUST BE SLIMMED DOWN TO 24' FOOT CODE WIDTH FOR NEW CONSTRUCTION IN CORE & PERIPHERY
- HEIGHT LIMITATION OF 4 STORES
- GOV'T USES & CHURCHES STILL PROHIBITED AS THEY DO NOT PROMOTE DAILY PEDESTRIAN ACTIVITY TO SUPPORT A VIBRANT DOWNTOWN



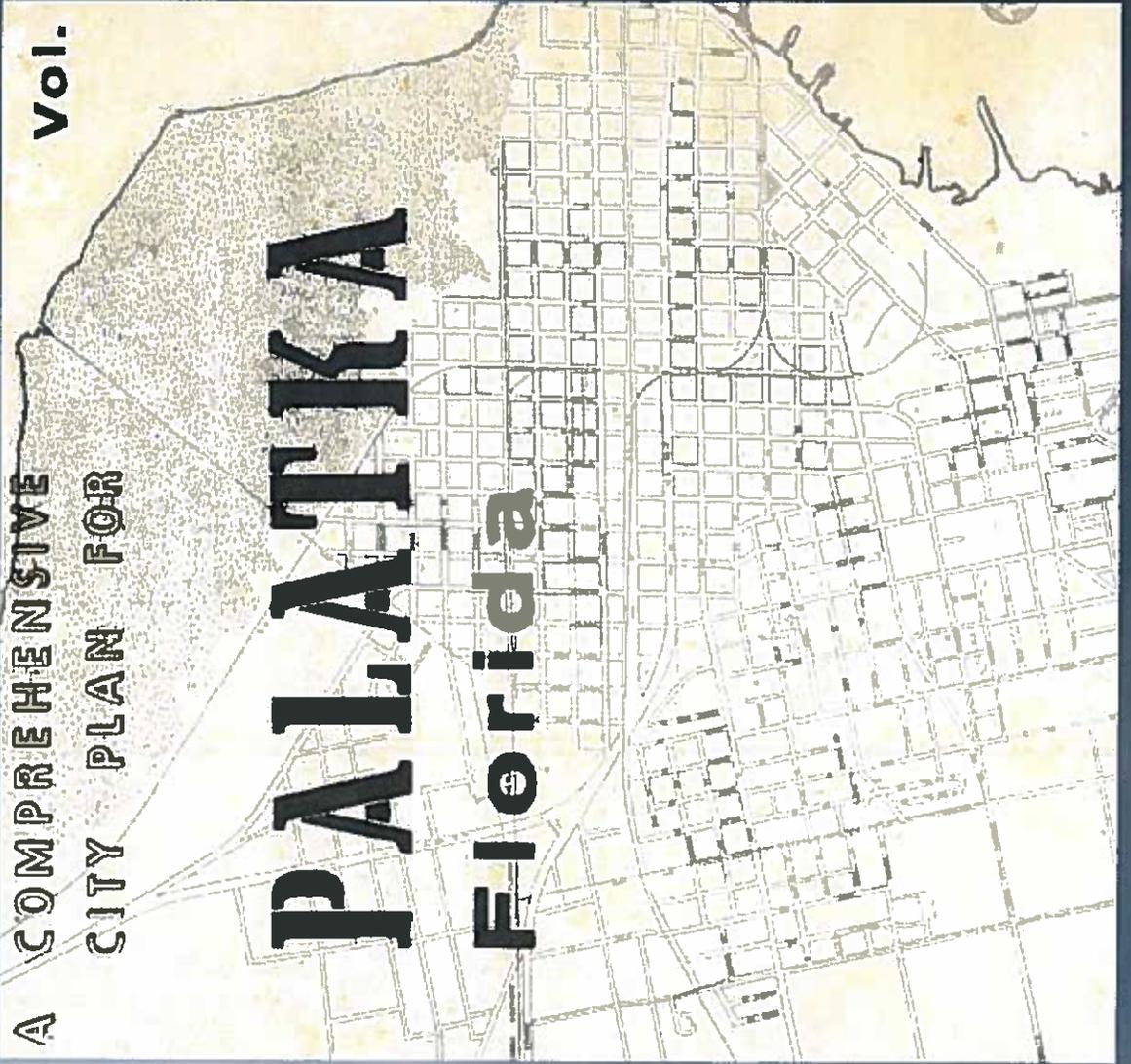
PLANNING BOARD MEETING DECEMBER 3, 2013



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)



A COMPREHENSIVE
CITY PLAN FOR

PALATKA
Florida

Vol.

Prepared Cooperatively
By The

Planning Department
FLORIDA DEVELOPMENT COMMISSION

And The

PALATKA PLANNING BOARD
City of Palatka

Published By
THE FLORIDA DEVELOPMENT COMMISSION
TALLAHASSEE, FLORIDA
June, 1962



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

“A FUTURE FOR DOWNTOWN
PALATKA”



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

“WORK TOWARD THE ELIMINATION OF NEW CONSTRUCTION AND THE GRADUAL REMOVAL OF EXISTING ESTABLISHMENTS OF A PUBLIC OR SEMI-PUBLIC NON-RETAIL NATURE FROM THE AREA RESERVED FOR PRIMARY RETAIL USE. THIS WILL RELEASE ADDITIONAL PARKING SPACES FOR DOWNTOWN TRADING.”



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

- NON-RETAIL, RESTAURANT, OR RETAIL SERVICE USES LACK FOOT TRAFFIC
- RETAIL STOREFRONTS PROMOTE VIBRANT PEDESTRIAN ENVIRONMENT THAT PULLS PEOPLE DOWN THE STREET
- NON-RETAIL USES CREATE LESS ACTIVE ZONE
- INFREQUENT USE REDUCES TRAFFIC



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

USES NOT ALLOWED IN RETAIL CORE
(BUT ALLOWED IN PERIPHERY)

- PACKAGE LIQUOR STORE
- DRIVE THROUGH RESTAURANTS
- CHURCHES
- ACCESSORY STRUCTURES (GARAGES, SHEDS, DECKS, BOAT HOUSES)
- BOAT REPAIR/MARINA
- GOVERNMENT USES



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

USES NOT ALLOWED IN RETAIL CORE
(BUT ALLOWED IN PERIPHERY)

- APPLIANCE STORE
- ARCADE
- AUCTION HOUSES
- BAIT & TACKLE SHOPS
- CONVENIENCE STORES
- GROCERY STORES
- MARINE HARDWARE & SUPPLIES



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

COND. USES NOT ALLOWED IN RETAIL
CORE (BUT ALLOWED IN PERIPHERY)

- DRY CLEANING, LAUNDROMATS
- CAR WASH
- OUTDOOR AMPHITHEATERS & PARKS
- EXPANSION OF NONCONFORMING USES
- CHILD CARE (ACCESSORY)



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)



WITHOUT DESIGN STANDARDS



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)



WITH DESIGN STANDARDS



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

- EXPEDITED STAFF REVIEW
- CLEAR-CUT STANDARDS
- COMMON-SENSE & FLEXIBLE
- APPEAL TO PLANNING BOARD



Case 13-46

Zoning Code Text Amendment (Downtown Overlay Zoning)

TOWNS W/ DOWNTOWN DESIGN STANDARDS

- APOPKA
- DELAND
- EUSTIS
- GAINESVILLE
- MT. DORA
- OCALA
- ST. AUGUSTINE



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

AWNINGS & CANOPIES

(RETAIL CORE)

- EMPHASIZE ENTRANCES & WINDOWS
- SYMMETRY
- DON'T OBSCURE ARCHITECTURAL FEATURES

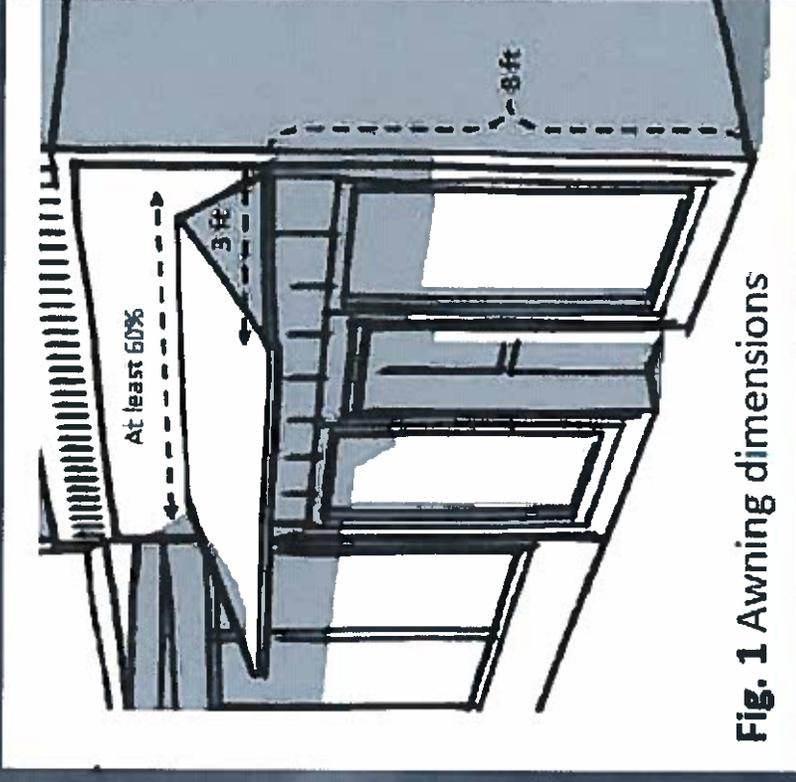


Fig. 1 Awning dimensions



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

AWNINGS & CANOPIES

(RETAIL CORE)

- SHED, SLOPED, OR DOME (OVER WINDOW OR DOOR)
- NOT MANSARD
- AWNINGS-CANVAS, ACRYLICS, METAL, ALUMINUM, AND POLY-COTTON OK
- CANOPY - WOOD, METAL, AND ALUMINUM OK

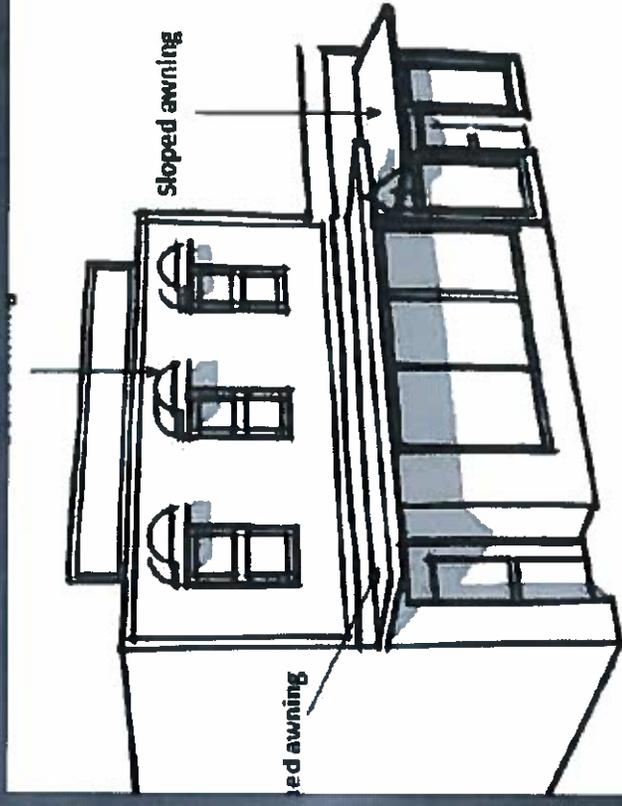


Fig. 2 Appropriate awning types

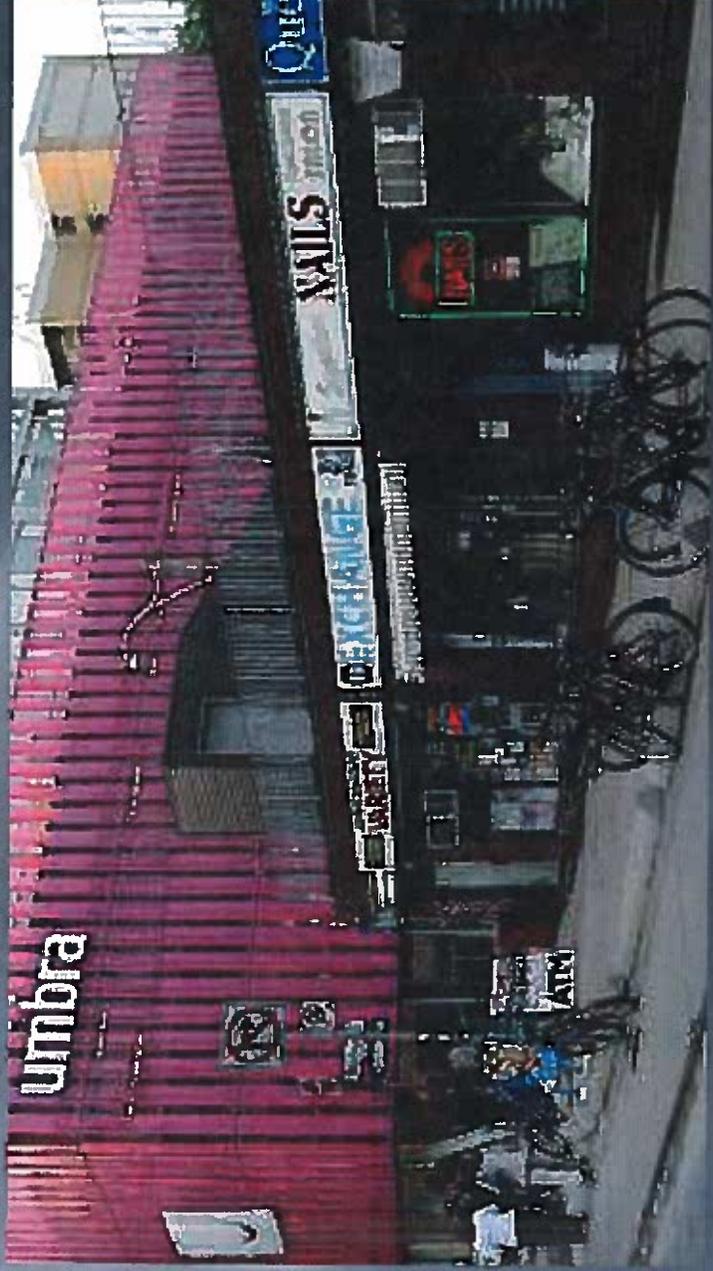


Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

- COLOR (RETAIL CORE & PERIPHERY)
- NO FLUORESCENT, LUMINOUS, OR THE LIKE





Case 13-46

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EXTERIOR MATERIALS

- BRICK OR STUCCO (RETAIL CORE & PERIPHERY)
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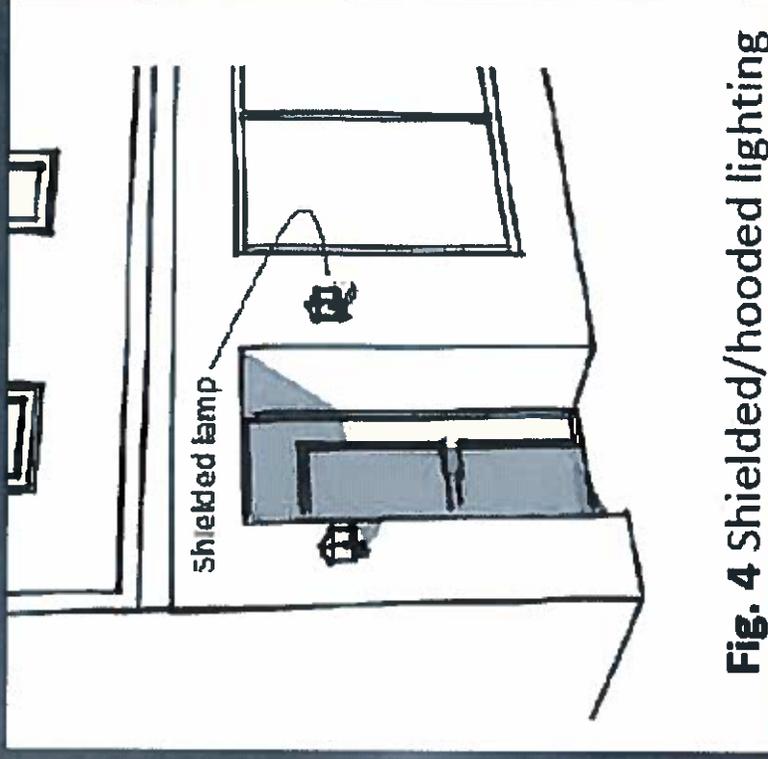


Fig. 4 Shielded/hooded lighting



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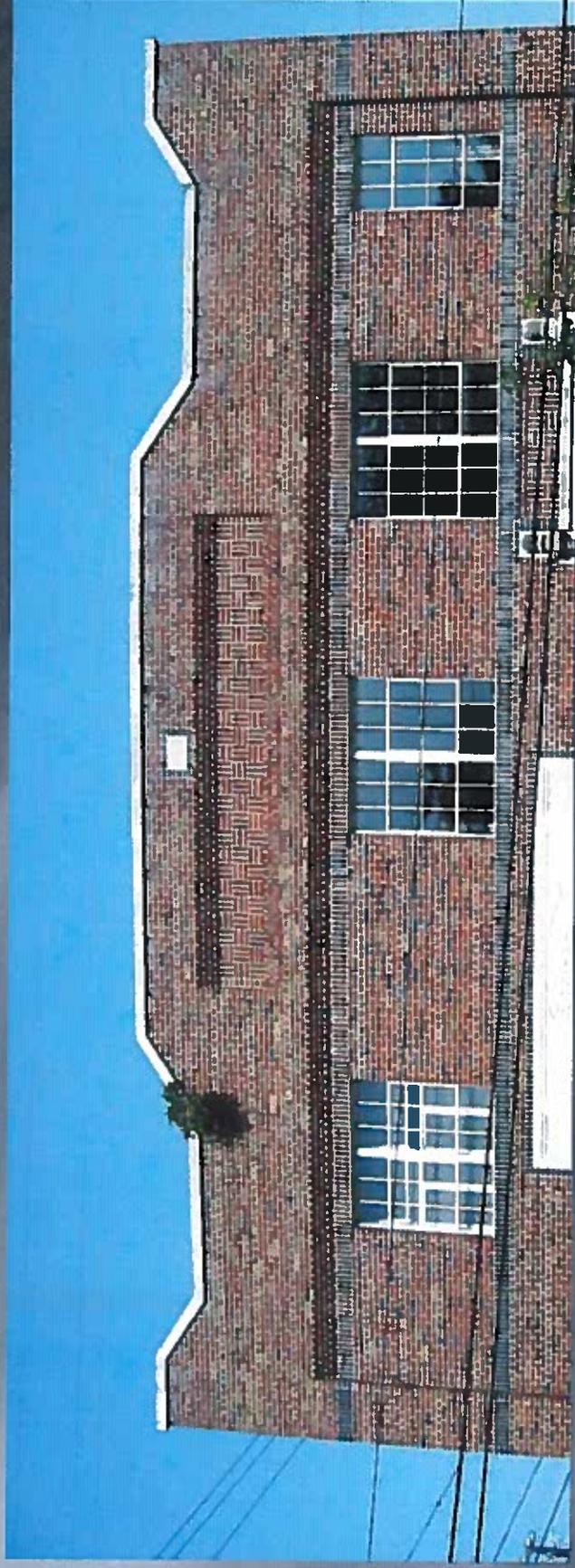
Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

ROOFS (RETAIL CORE)

- MAINTAIN ORIGINAL ROOFLINE





Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

STOREFRONTS (RETAIL CORE)

- MAINTAIN ORIGINAL / HISTORICAL DOOR AND WINDOW ARRANGEMENT



NO



YES



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

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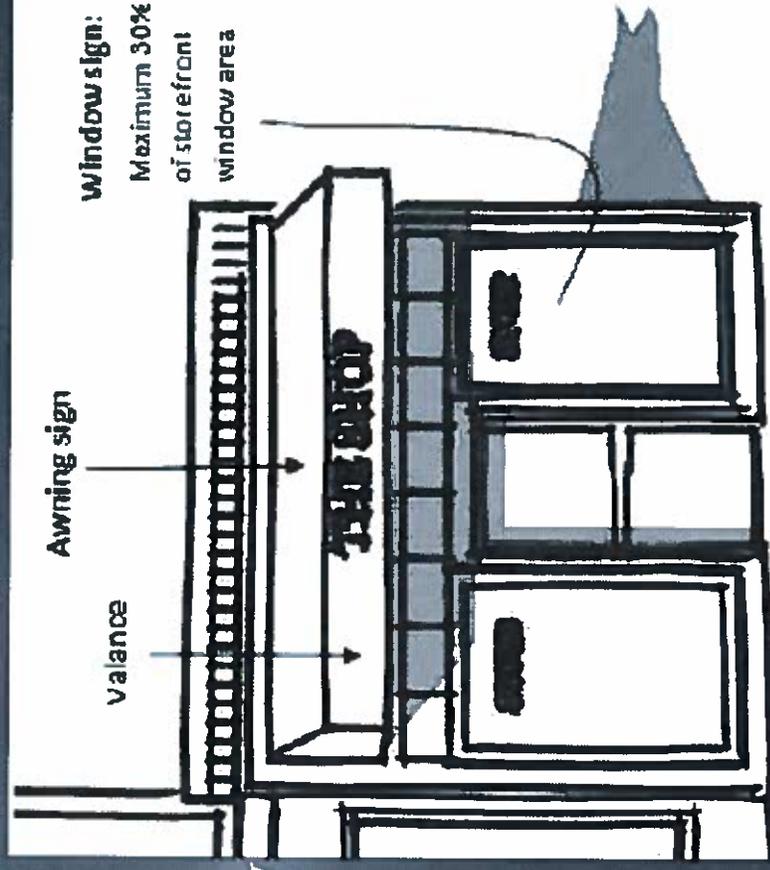


Fig. 5 Awning and window signs



Case 13-46 Zoning Code Text Amendment

(Downtown Overlay Zoning)

“OVERSIGNAGE”





Case 13-46

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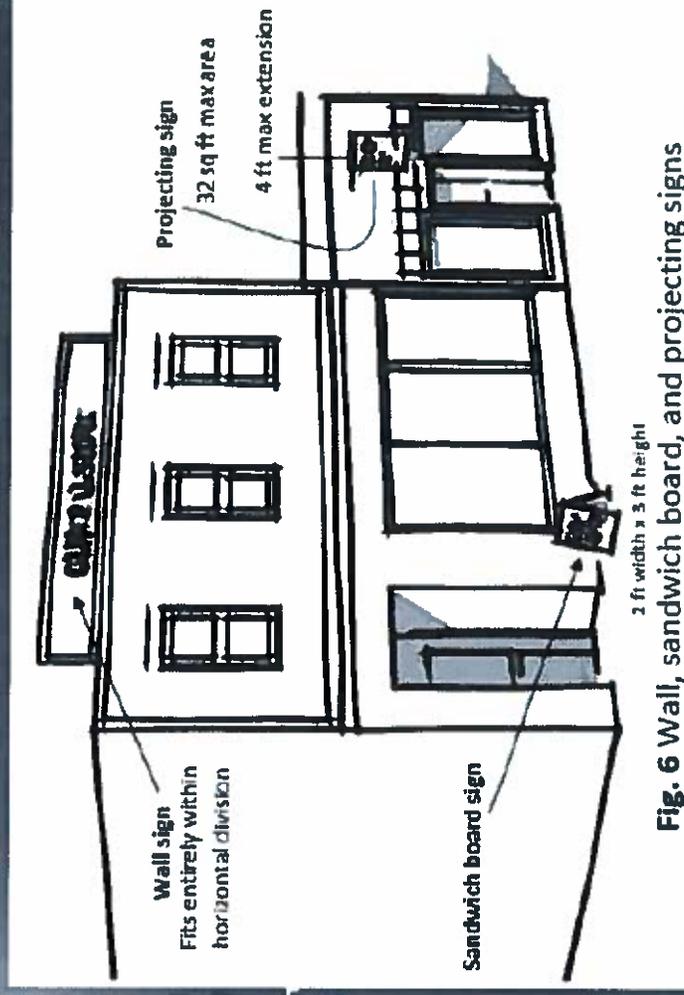


Fig. 6 Wall, sandwich board, and projecting signs



Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)

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- WALL SIGNS-LESS THAN 70% OF STOREFRONT WIDTH

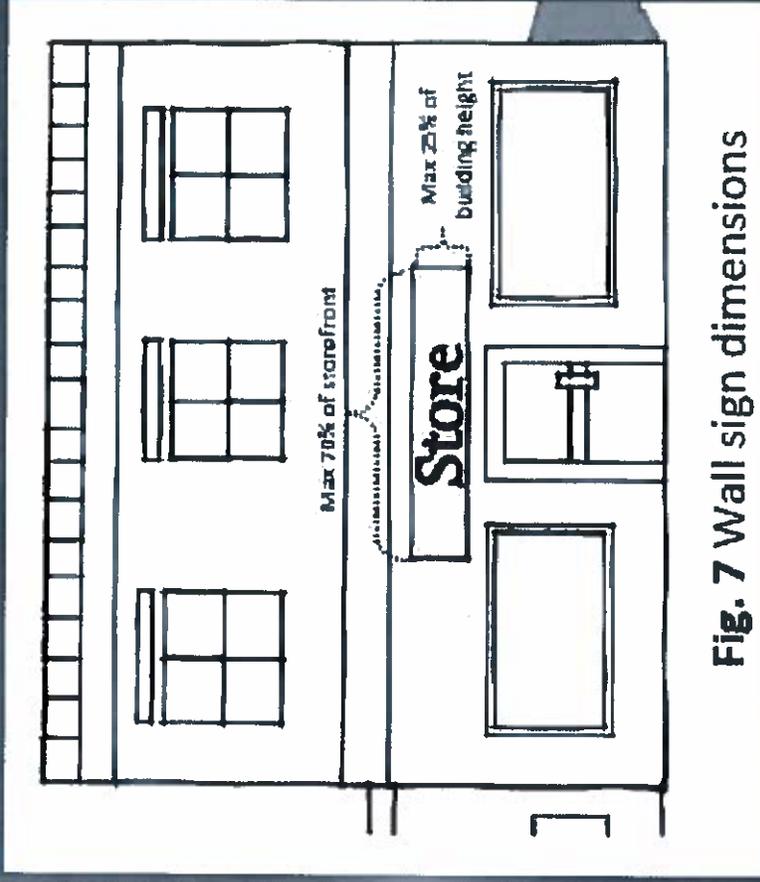
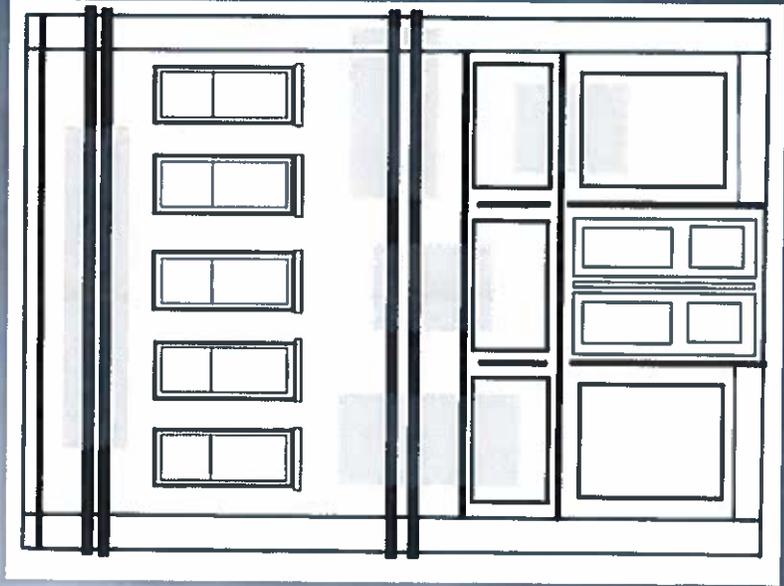


Fig. 7 Wall sign dimensions

- WALL SIGNS NOT TO EXCEED 25% OF BUILDING HEIGHT





Case 13-46

Zoning Code Text Amendment

(Downtown Overlay Zoning)
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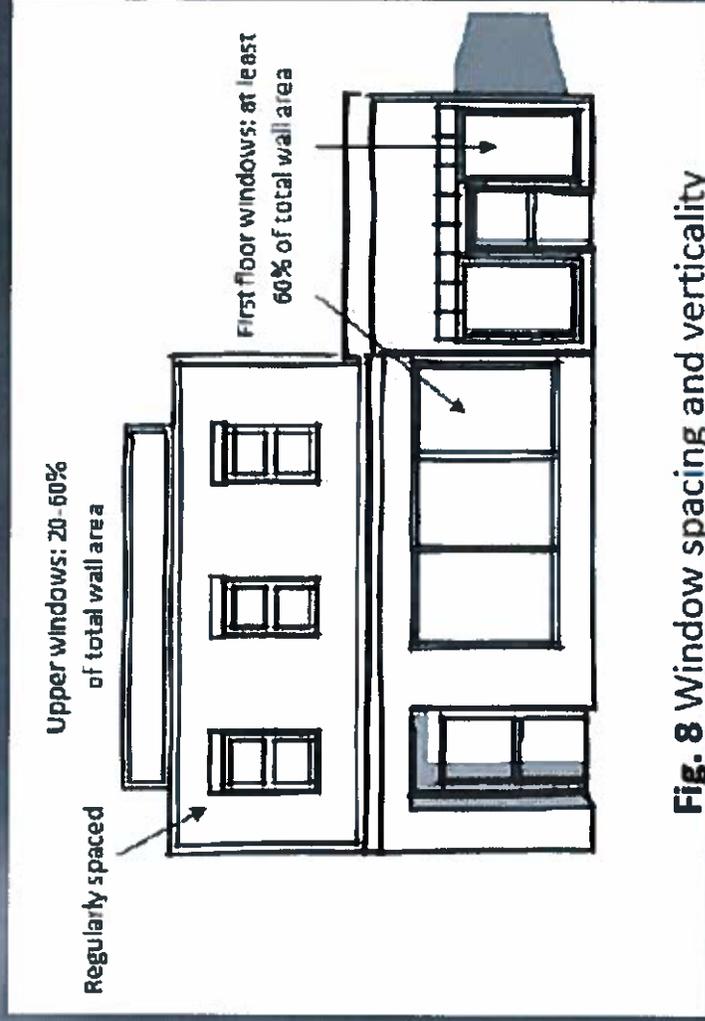


Fig. 8 Window spacing and verticality



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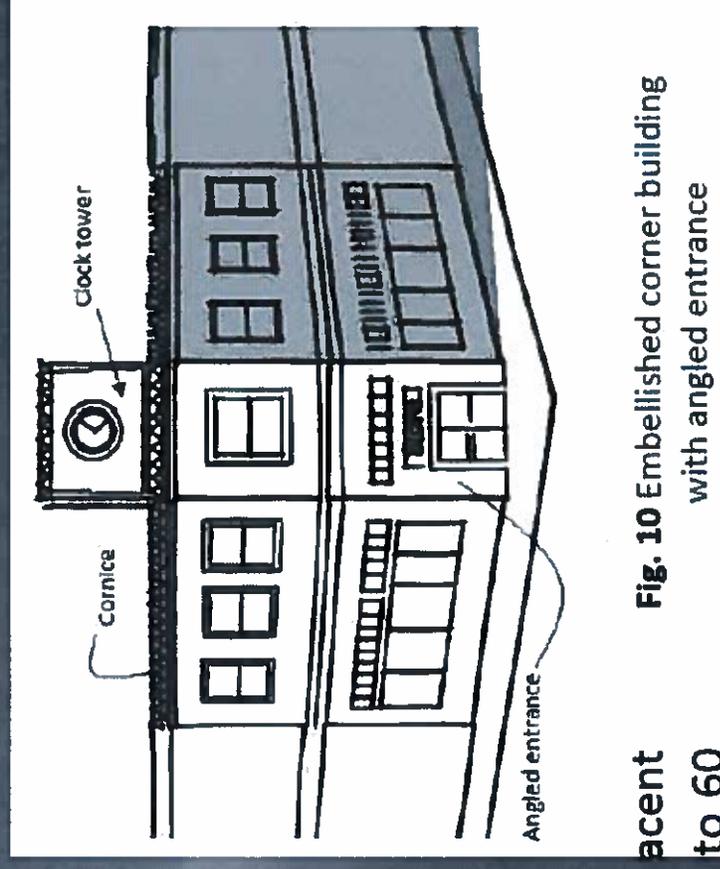


Fig. 10 Embellished corner building
with angled entrance



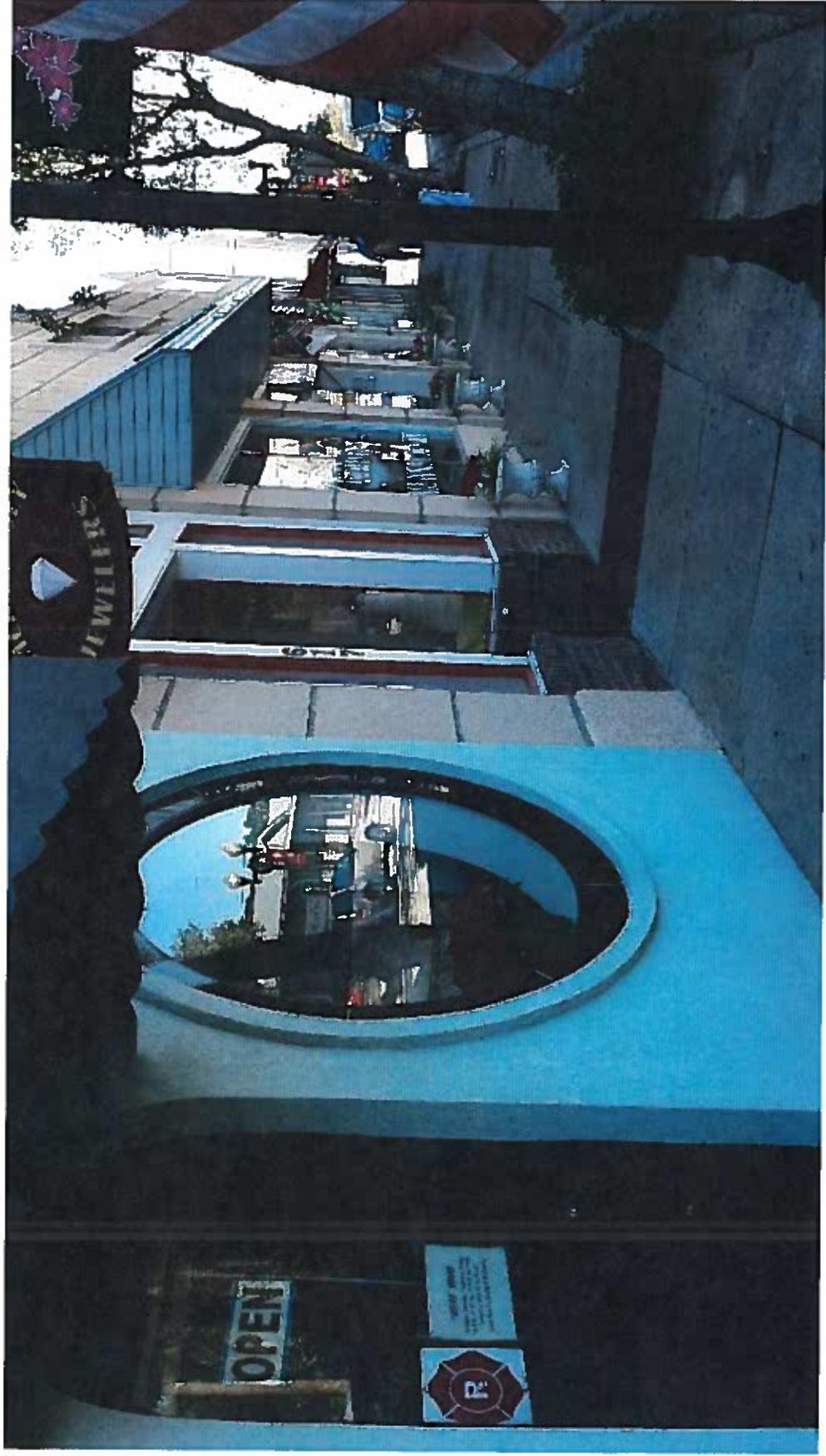
Case 13-46

Zoning Code Text Amendment

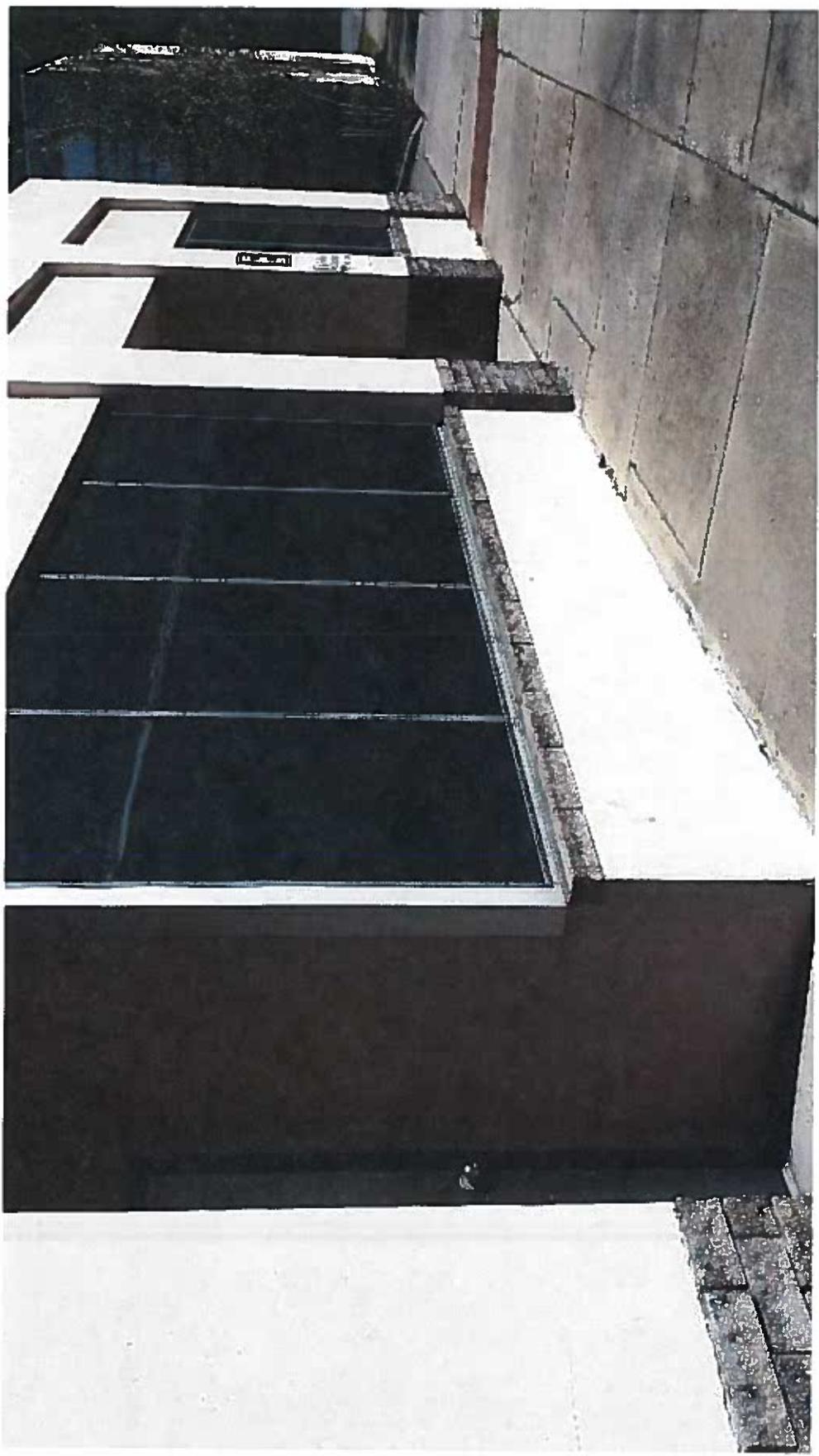
(Downtown Overlay Zoning)

RECOMMEND APPROVAL OF DOWNTOWN
OVERLAY STANDARDS

What do we want?



What do we have?



What do we have?



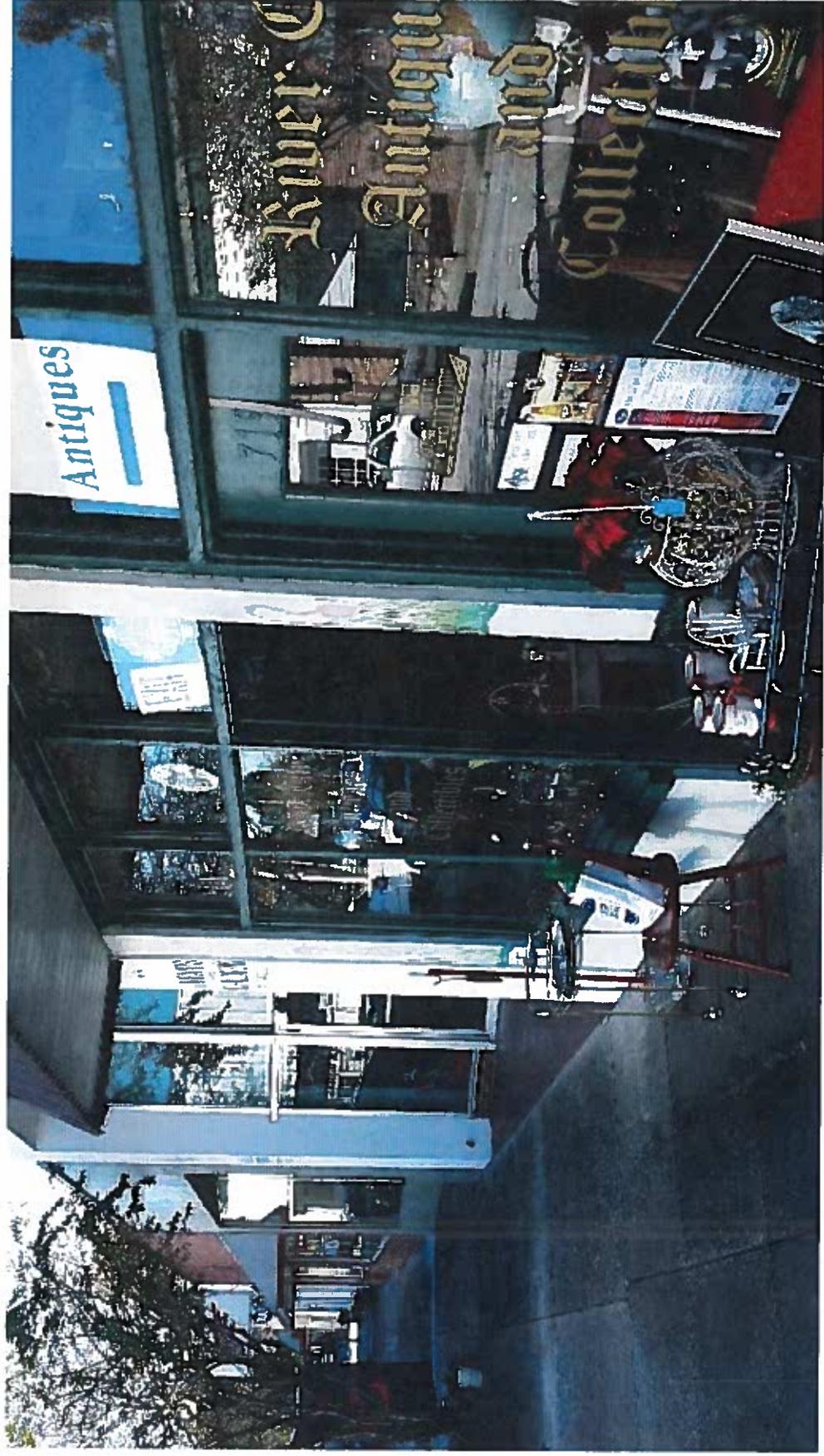
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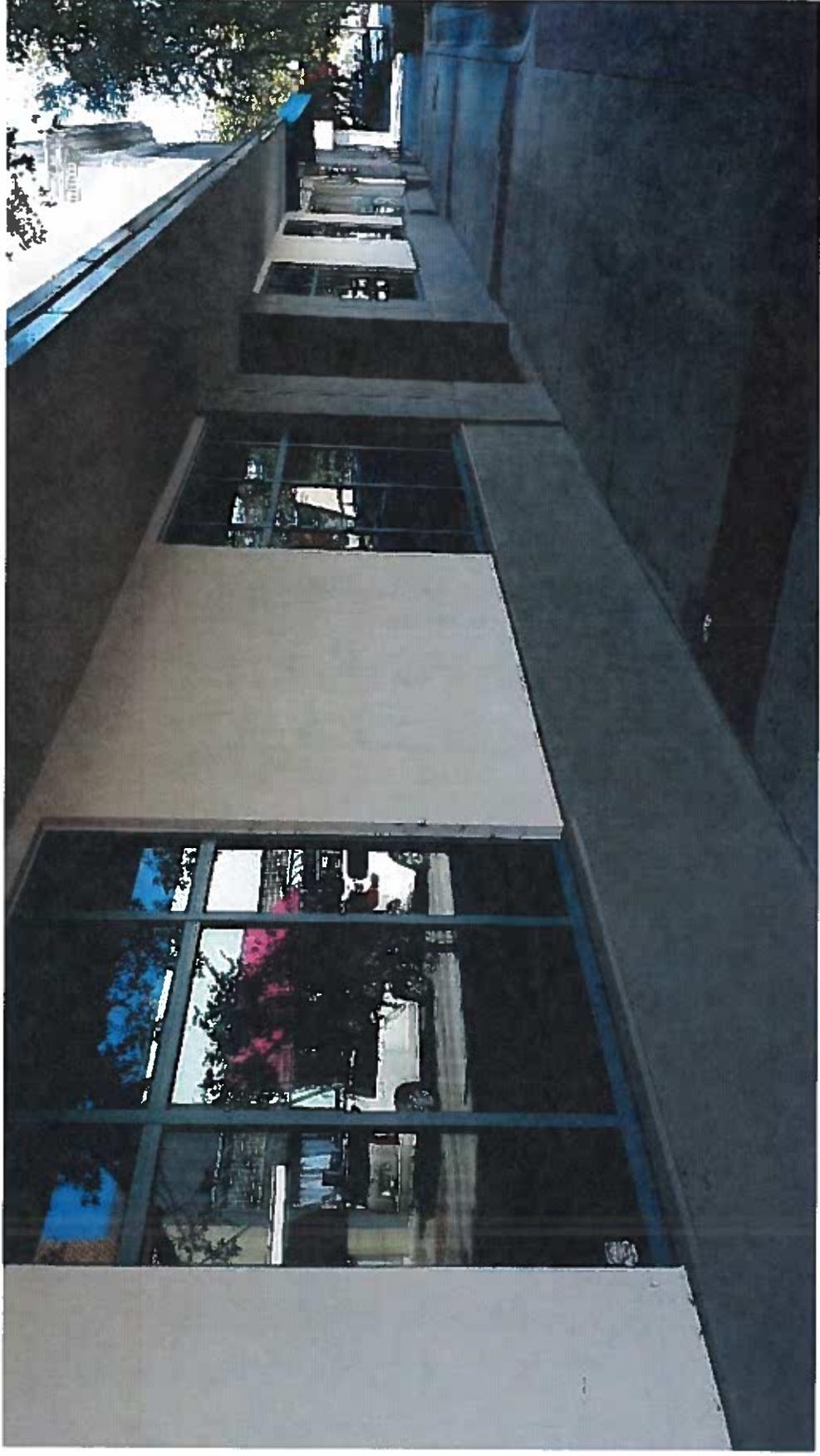


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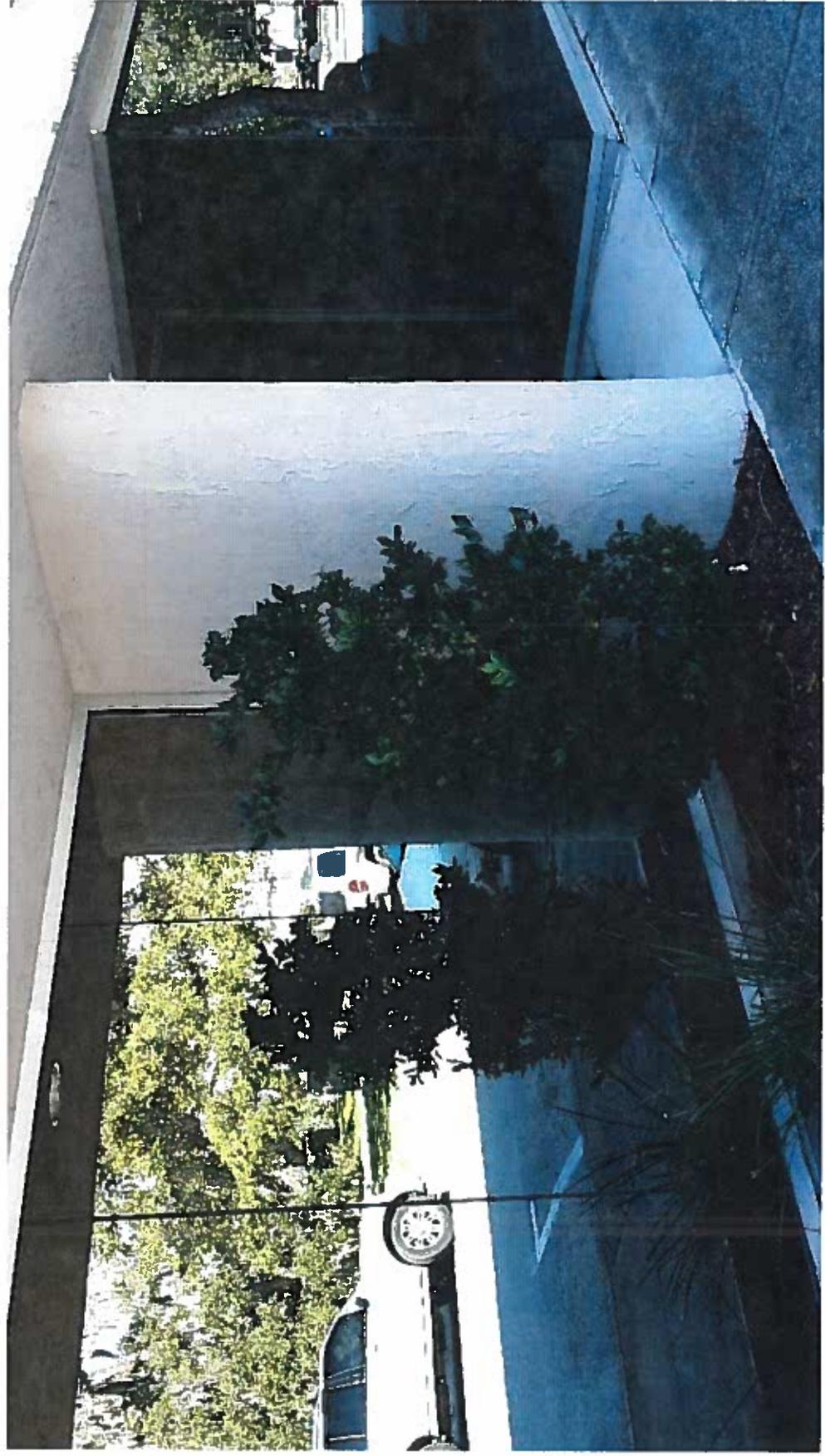




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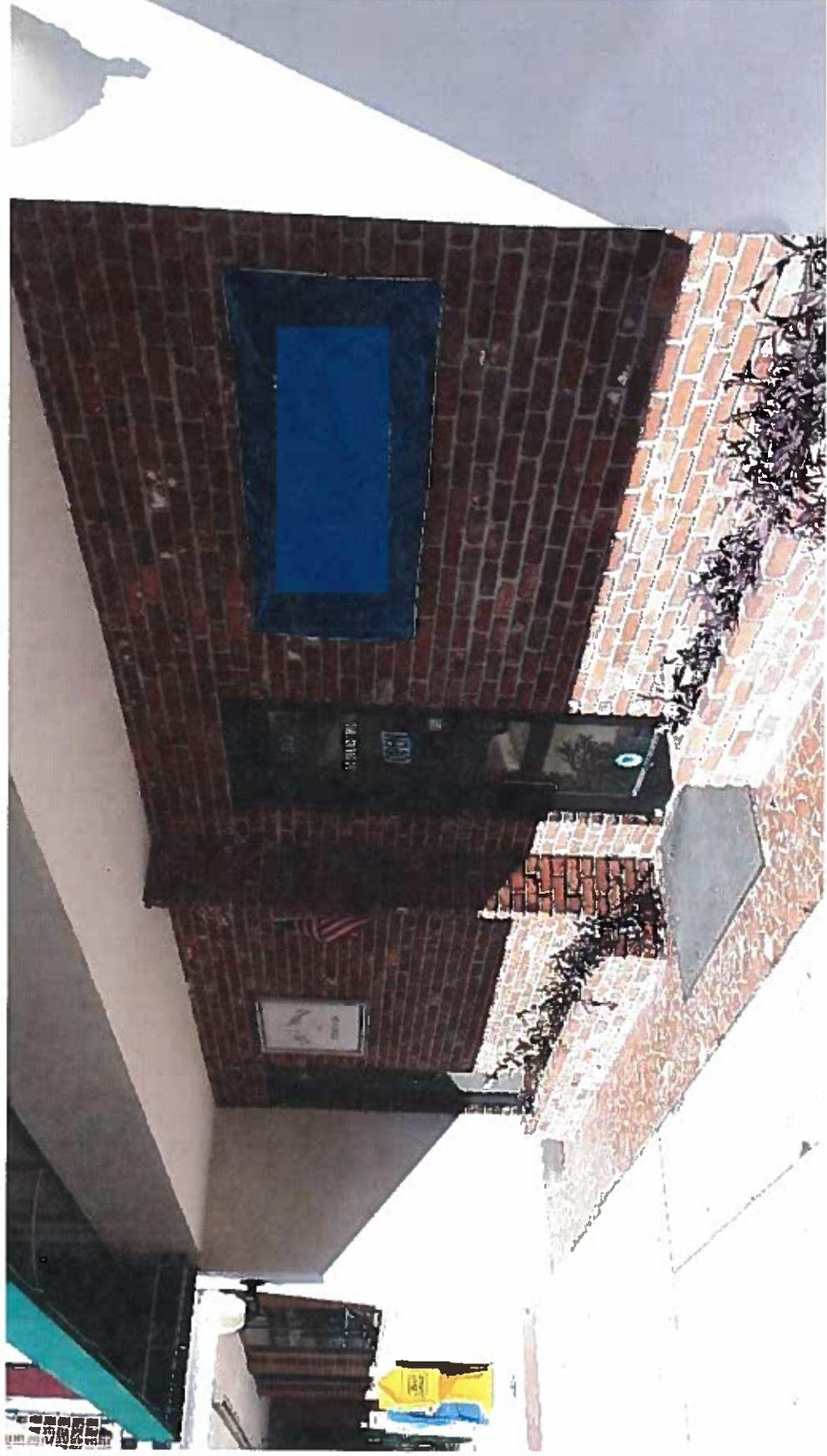
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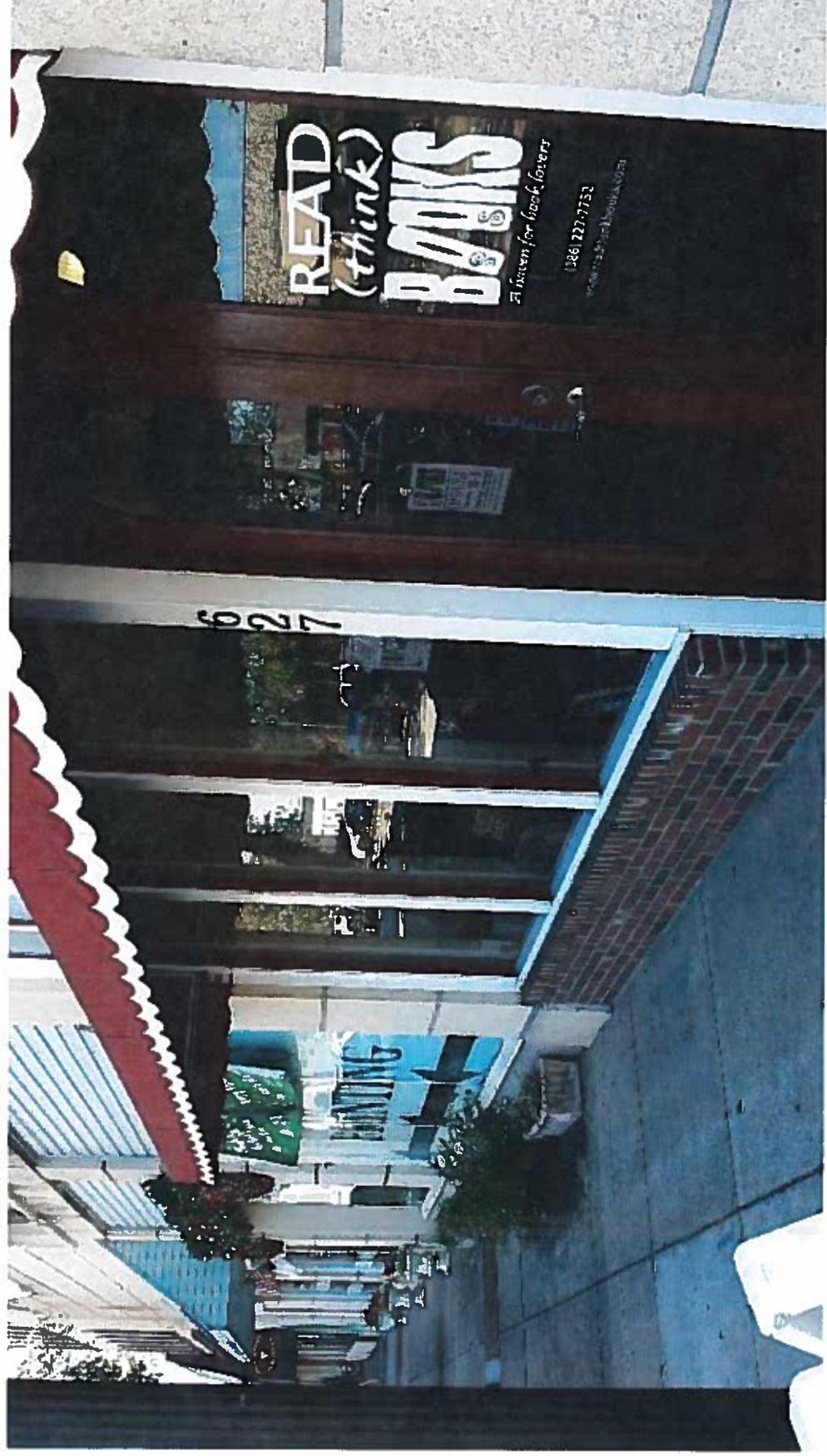
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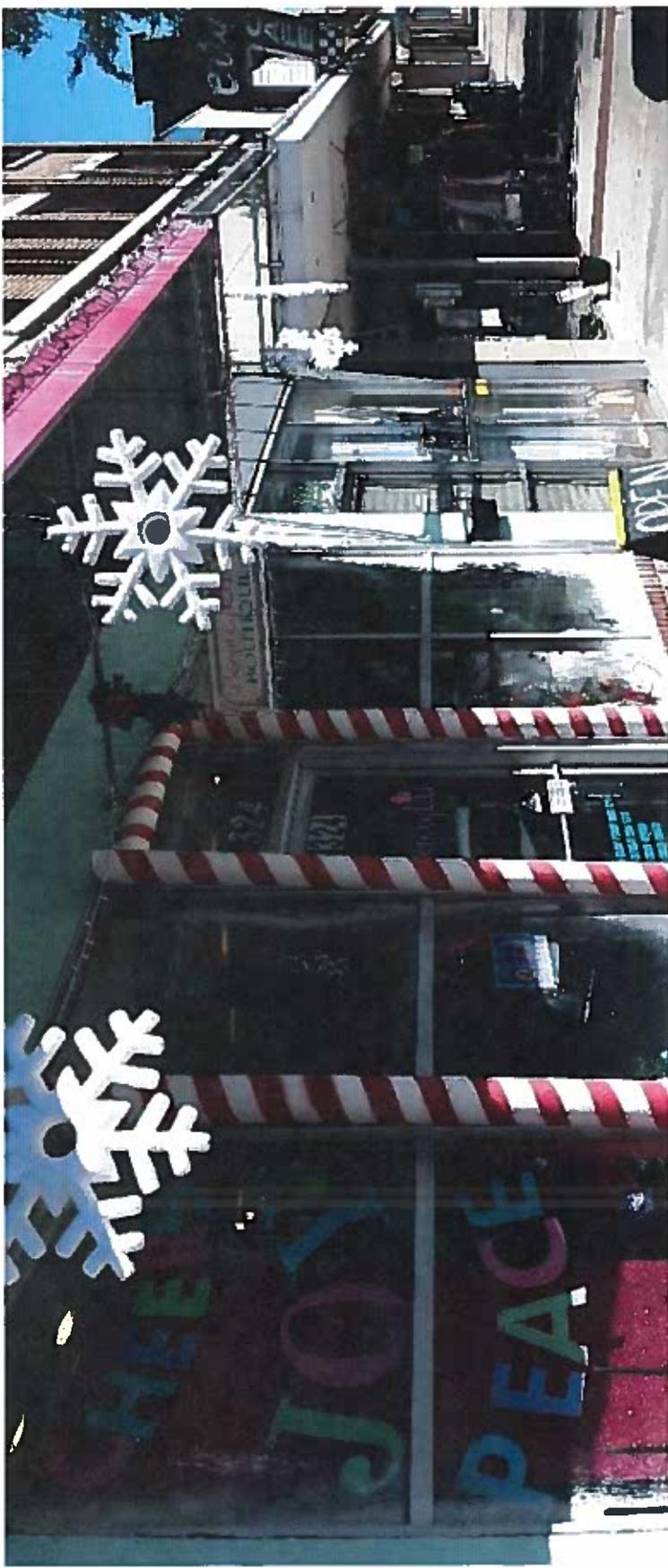


What do we want?





What do we want?



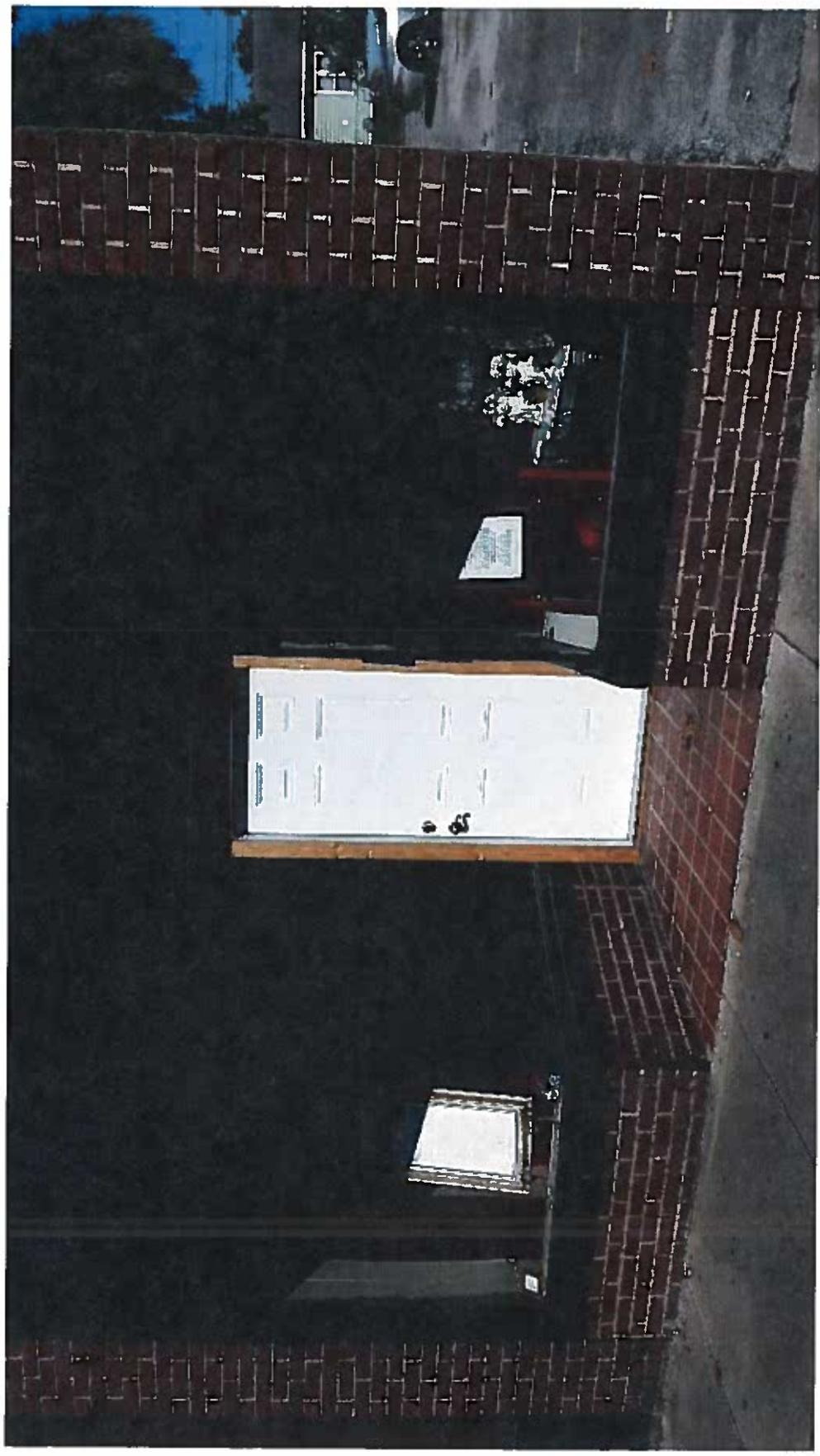
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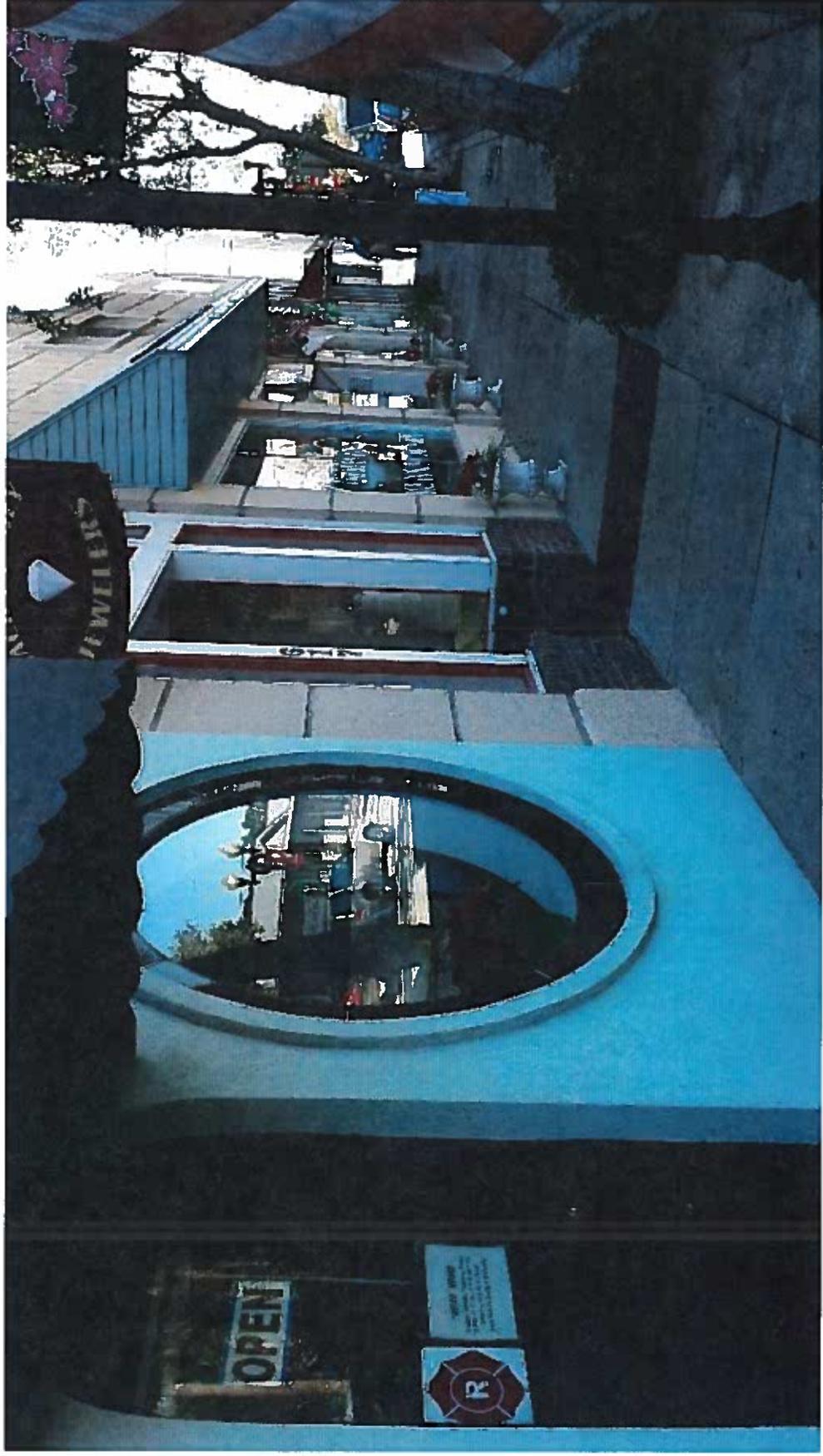
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What do we want?





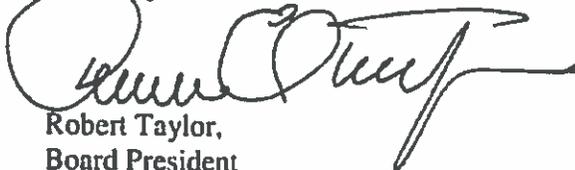
March 3, 2014

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

Dear Mayor and Commissioners,

I am writing to you on behalf of the Palatka Main Street Board of Directors to express our support of the Retail Overlay being proposed by Planning Director, Thad Crowe, and supported by the Palatka Planning Board. The Palatka Main Street Board of Directors voted at our February Directors meeting to support this change in the code. We feel that this is an important step in reestablishing the retail core of the Central Business District and that limiting uses in this way will help move us in the direction we need to go. Establishing the critical mass of retail necessary to be self-sustaining is difficult, at best, when competing, non-retail uses, already dominate over half of the available space on St. Johns Avenue. While non-retail uses are an important component of a healthy Central Business District, and downtown Palatka has an abundance of such uses on side streets, Oak Street and on Main Street; these non-retail uses create "occupied vacancies" on St. Johns Avenue and as such, cannot be filled and are not available for retail use. "Anything is better than nothing" is often the mantra to fill empty space in a struggling downtown but this approach exacerbates the problem as these non-retail uses gradually dominate the streetscape with no room left for retailers. We feel this is a "pro-retail" initiative and urge you to approve it as well.

Sincerely,



Robert Taylor,
Board President



Charles Rudd
Main Street Manager