

KARL N. FLAGG
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

LEGRA KITCHENS
COMMISSIONER

VERNON MYERS
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



ELWIN C. "WOODY" BOYNTON, JR.
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

RUBY M. WILLIAMS
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 April 23, 2009

CALL TO ORDER:

- a. Invocation – Reverend James M. Dorn, III, Pastor, St. Mark's Episcopal Church
- b. Pledge of Allegiance
- c. Roll Call

APPROVAL OF MINUTES – 4/9/09

1. PUBLIC RECOGNITION

- a. **PROCLAMATION** – Safe Boating Week – May 16 – 22, 2009
- b. **PROCLAMATION** – Municipal Clerks Week – May 3 – 9, 2009
- c. **DEPARTMENT RECOGNITION** – 2009 City of Palatka March of Dimes Team
- d. **STUDENT OF THE MONTH – April, 2009** – Mayor Flagg & Commissioner Norwood

Emely Figyeroa	Beasley Middle School
Hayden Herrington	Browning Pearce Elementary School
Mya Lookadoo	Children's Reading Center Charter School
Justin White	E.H. Miller School
Shade Ward	James A. Long Elementary School
Taylor Wilkinson	Jenkins Middle School
Cody Mills	Kelley Smith Elementary School
Brandon French	Mellon Elementary School
Jarell Perry	Moseley Elementary School
Latoria Jones	Palatka High School
Michelle McGowan	Peniel Baptist Academy
Dari'elle Davis	River Breeze Elementary School

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

3. CONSENT AGENDA:

- *a. **Authorize one-year extension of debris removal contract with A & H Excavation** effective July 1, 2009 @ \$12.75 per cubic yard, per City Manager's recommendation.
- *b. **Authorize 1-year extension of Memorandum of Agreement with State Attorney's Office beginning July 1, 2009** for Prosecution Services for the City of Palatka, for an annual fee of \$50.00 plus associated costs of prosecution
- *c. **Authorize City Manager to execute Utility Easement WR#3360507 to Florida Power & Light** for new Airport Terminal Building
- *d. **Authorize execution of Change Order No. 2 to AJAX Construction Contract #24010.17 for a increase in contract amount of \$29,545.75** for Airport Terminal Construction, per recommendation of Airport Engineers and City Manager
- *e. **Authorize execution of Hashman Construction Co. Force Account WO#2 in the amount of \$40,317.72** for Airport Terminal Paving Contract, per recommendation of Airport Engineers and City Manager

201 N. 2ND STREET • PALATKA, FLORIDA 32177

www.cityofpalatka.com

PHONE: (386) 329-0100

FAX: (386) 329-0106

AGENDA - CITY OF PALATKA
April 23, 2009
Page 3

3. CONSENT AGENDA (Continued)

*f. **Concur on reappointment of Dr. Gilbert Evans and Emily Blevins to the Palatka Housing Authority Board** for four-year terms to expire April 13, 2013 (incumbent – sole applicant).

*g. **Approve request for temporary variance of noise ordinance for American Cancer Society Relay of Life Event** from Friday, April 24 at 6:00 p.m. until midnight, and Saturday, April 25 from 8:00 a.m. until 12:00 noon, per recommendation of Parks Director and prior permit history

*h. **Accept 4/9/09 CRA recommendation to authorize expenditure of TIF funds as follows:**

1. **In the amount of \$15,000.00** for two (2) downtown murals, per request of Conlee-Snyder Mural Committee
2. **In the amount of \$12,620.00** to reimburse the City of Palatka Better Place Funds for an engineering study conducted by Stone, Joca & Associates for St. Johns Avenue drainage FEMA Hazard Mitigation Grant f/y 2008-09
3. **In the amount of \$4,800.00** to reimburse the City of Palatka "Downtown Lighting" line item for downtown lighting panel repairs (Preston Electric invoice)

* 4. **PUBLIC HEARING – ORDINANCE #09-09** amending the Downtown Business and Downtown Riverfront zoning districts to include additional permitted uses and reduced parking standards – 2nd Reading, Adopt

* 5. **PUBLIC HEARING – ORDINANCE #09-10** amending small scale future land use map for 1.65 acre parcel at 722 River Street from Industrial (IN) to Medium Density Residential (MDR) – Adopt

* 6. **PUBLIC HEARING – 3875 Reid Street** – Amend the future land use from Industrial (IN) to Public Buildings & Grounds (PBG) and rezone from Industrial (M-1) to Recreation/Open Space (ROS)
a. **Ordinance # 09-11** – Amend Land Use – Adopt
b. **Ordinance - Rezone** – 1st Reading

7. ADMINISTRATIVE REPORTS

8. COMMISSIONER COMMENTS

9. 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:

May 22 – 25, 2009 – Blue Crab Festival

May 25, 2009 – City Offices closed in observance of Memorial Day

July 3, 2009 – City Offices closed in observance of Independence Day

August 13 – 15, 2009 – FLC Annual Conference, Orlando, FL

November 19 – 20, 2009 – FLC Annual Legislative Conference, Orlando, FL

Agenda Item

3a

201 N. 2nd Street
Palatka, FL 32177
Tel. (386) 329-0100
Fax (386) 329-0199

City of Palatka
Office of the City Manager

To: Mayor Flagg, Commissioners

From: Woody Boynton, City Manager

Date: April 17, 2009

RE: Debris Removal Contract



Attached is a copy of a debris removal contract to be executed with A&H Excavation, Inc. This Contract will provide the City with a debris removal contractor prior to a storm events occurring. This is the same contract that was executed last year at this time and is in fact a renewal of the current contract. No changes including costs are being proposed by either party.

Entering into a Contract with a debris removal contractor prior to storm events is recommended by FEMA, as it accelerates the removal process and ensures competitive bids from contractors. I have discussed the City utilizing this contract with Skeet Alford, owner of A&H Excavation and he has no issues with this arrangement. Incidentally, this is the same contractor who assisted the City in its debris removal during the 2004 storms.

It is the recommendation of the City Manager that this contract be executed (renewed). Should you have any questions or need additional information, please do not hesitate to call.

AGREEMENT FOR CONTRACTOR SERVICES

This Agreement made as of this 23rd day of April, 2009, by and between the City of Palatka, Florida, a political subdivision of the State of Florida (the "CITY"), and A & H Excavation, Inc., { } an individual, {X} a corporation, { } a partnership, authorized to do business in the State of Florida (the "CONTRACTOR"), whose address is 3816 Reid Street, Palatka, FL 32177.

In consideration of the mutual promises contained herein, the CITY and the CONTRACTOR agree as follows:

ARTICLE 1 – SERVICES

The CONTRACTOR'S responsibility under this Agreement is to provide yard trash / debris (debris) removal services as directed by the CITY as set forth on Exhibit A hereto.

ARTICLE 2 – CONTRACT TERM

The initial term of this Agreement shall expire on June 30, 2009. It may be renewed for two (2) one-year periods on the same terms and conditions, except for the price, which shall be subject to mutual agreement of the parties.

ARTICLE 3 – SCHEDULE

The CONTRACTOR shall commence services promptly and complete all services in a timely manner.

ARTICLE 4 – PAYMENTS TO CONTRACTOR

The CITY shall pay to the CONTRACTOR for services satisfactorily performed \$12.75 per cubic yard delivered to the staging area(s) designated by the CONTRACTOR and approved by the CITY, which includes all direct charges and reimbursable expenses if any. Note: This is a per cubic yard basis contract only.

ARTICLE 5 – TERMINATION

This Agreement may be terminated by the CITY on 7 days prior notice.

ARTICLE 6 – INDEMNIFICATION

The CONTRACTOR shall indemnify and save harmless and defend the CITY, its agents, servants, and employees from and against any and all claims, liability, losses, and/or causes of action which may arise from any act or omission of the CONTRACTOR, its agents, servants, or employees, or which otherwise arises in connection with the performance of this Agreement.

ARTICLE 7 – INDEPENDENT CONTRACTOR RELATIONSHIP

The CONTRACTOR is and shall be, in the performance of all work services and activities under this Agreement, an independent contractor, and not an employee, agent, or servant of the CITY. All persons engaged in any of the work or services performed pursuant to this Agreement shall at all times, and in all places, be subject to the CONTRACTOR’S sole direction, supervision, and control. The CONTRACTOR shall exercise control over the means and manner in which it and its employees perform the work, and in all respects the CONTRACTOR’S relationship and the relationship of its employees to the CITY shall be that of an independent contractor and not as employees or agents of the CITY.

The CONTRACTOR does not have the power or authority to bind the CITY in any promise, agreement, or representation.

The CONTRACTOR is authorized to employ subcontractors to perform the work hereunder.

IN WITNESS WHEREOF the Board of City Commissioners of Putnam City, Florida has made and executed this Agreement on behalf of the CITY and CONTRACTOR has hereunto set his/her hand as of the day and year first above written.

CITY OF PALATKA:

BY: _____
City Manager

ATTEST:

City Clerk

CONTRACTOR:

A & H Excavation, Inc.
COMPANY NAME

Witnesses:

BY: _____
SIGNATURE

Charles E. Alford, Jr.
NAME (TYPE OR PRINT)

President
TITLE

**SCOPE OF WORK
FOR
DEBRIS REMOVAL SERVICES**

1.0 GENERAL

1.1 The purpose of this contract is to remove and dispose of all eligible debris (see definition of eligible debris in Section 4.1) from the City Rights-of-Way (ROW) and public properties.

2.0 SERVICES

2.1 The Contractor shall provide for debris removal and disposal of all eligible debris from the City ROW and public properties.

2.2 The debris shall be taken to the staging area(s) designated by the Contractor and approved by the City. All necessary permits shall be obtained by the Contractor.

2.3 Haul and Dispose. The work shall consist of clearing, separating, and removing any and all eligible debris from the ROW of streets and roads and eligible public property. Work will include 1) examining and sorting debris to determine whether or not debris is eligible; 2) loading and sorting debris; 3) hauling the eligible debris to an approved staging area. Ineligible debris will not be loaded, hauled, or dumped under this contract. The City shall be notified of any ineligible debris placed at the ROW for collection. The Contractor shall make a maximum of three (3) passes with a minimum of one weekend between each pass unless the City establishes a different schedule. The Contractor shall not move from one designated work area to another designated work area without prior approval from the City's representative (CR), who shall be an employee of the City Sanitation Department. This does not imply that the Contractor must complete all three passes prior to requesting approval to move from a location. **ONLY THAT PART OF THE DEBRIS THAT LIES WITHIN THE ROW AND PUBLIC PROPERTY SHALL BE REMOVED. THE CONTRACTOR SHALL NOT ENTER OR REMOVE DEBRIS FROM PRIVATE PROPERTY DURING THE PERFORMANCE OF THIS CONTRACT.**

2.4 A portion of the project will occur in residential areas. The Contractor shall exercise due care to minimize any damages to trees, shrubs, landscaping, and general property. The Contractor will repair any damages caused by the Contractor's equipment or personnel in a timely manner. The debris work area will be left as reasonably clean and clear of debris as practical under the conditions of this project.

2.5 The Contractor will use equipment and perform work in a manner to prevent damages to infrastructure facilities and adjacent ROWs, including all landscaped areas. All loading equipment will be required to operate from the street/road using buckets, booms, grapple devices, or hand-removal to remove and load the debris. Tracked equipment will not be used in residential areas without prior approval from the CR.

2.6 The Contractor shall conduct the work so as not to interfere with the disaster response and recovery activities of federal, state, and local governments or agencies, or of any public utilities.

2.7 The City reserves the right to inspect the sites, verify quantities, and review operations at any time.

All work shall be accomplished in a safe manner in accordance with applicable law(s).

3.0 LOAD TICKETS

3.1 Load Tickets will be used for recording the volume of debris removed for disposal and will be provided by the City.

3.2 Each ticket will contain the following information:

1. Ticket Number
2. Contract/Bid Number
3. Date
4. Contractor Name
5. Truck Number
6. Truck and/or Trailer Capacity
7. Point of Debris Collection (Actual Street Name)
8. Load Departure Time
9. Dump Arrival Time
10. Percent of Load Capacity
11. Actual Debris Volume
12. Debris Eligibility (Y/N)

3.3 A minimum four-part load ticket will be issued by a CR monitor prior to transport of the debris from the loading site. The entire four-part load ticket will be given to the vehicle operator. Upon arrival at the staging area, the vehicle operator will give the entire four-part load ticket to the CR monitor. The CR monitor will verify the hauler and equipment and establish a percent of truck / trailer capacity with eligible debris. After documenting percentage, the CR monitor will calculate the actual volume of the load, to the nearest .10 yard. The CR monitor will document the data on the load ticket. The CR monitor will detach one copy of the load ticket and give that one copy to the vehicle operator. One copy will then be given to the Contractor, one copy will be given to FEMA, and the original will be kept by the CR. The load tickets will be submitted with the daily report.

4.0 DEBRIS CLASSIFICATION

4.1 Eligible Debris. Debris that is within the scope of this contract includes, but is not limited to, damaged and disturbed trees, bushes and shrubs, and broken, partially broken, and severed tree limbs and brush.

5.0 PERFORMANCE SCHEDULE

5.1 The Contractor shall commence debris removal operations within twenty-four (24) hours of receipt of notice to proceed.

5.2 Prior to commencing debris removal operations, the Contractor shall, with the CR'S direction, provide a work plan showing where operations will begin and which streets/roads will be cleared on a 7 and 14 day projection. The plan will be updated every Monday. The Contractor shall also provide full details regarding any subcontractors to be used.

5.3 All activity associated with debris operations shall be performed during visible daylight hours only. The Contractor may work daylight hours Monday through Saturday if debris is being delivered to the landfill; if debris is being delivered to a staging area, the Contractor may work seven (7) days a week.

6.0 EQUIPMENT

6.1 All trucks and other equipment must be in compliance with all applicable federal, state, and local rules and regulations. Any truck used to haul debris must be mechanically loaded by an appropriately sized front-end loader, backhoe, or other approved and appropriate equipment. Preferably, the truck or trailer should compact and dump hydraulically and be capable of rapidly dumping its load without the assistance of other equipment. If assistance of other equipment is needed, the Contractor will provide means to rapidly unload any trailer that does not have a means for dumping. Sideboards or other extensions to the bed are allowable provided they meet all applicable rules and regulations, cover the front and both sides, and are constructed in a manner to withstand severe operating conditions. The sideboards are to be constructed of 2" by 6" boards or greater and not to extend more than two feet above the metal bedsides. All extensions are subject to acceptance or rejection by the CR. All truck and trailers used to haul debris must have a metal-framed exterior and a minimum of 5/8" plywood (not wafer board) interior walls. All trucks and trailers must be equipped with a tailgate that will effectively contain the debris during transport and permit the truck to be filled to capacity. All hauling equipment must be measured and marked for its load capacity. All equipment will be inspected by the Contractor prior to use. The CR will provide a form for this purpose.

6.2 Prior to commencing debris removal operations, the Contractor shall present to the CR all trucks or trailers that will be used for hauling debris. Each truck or trailer will be measured to determine the load capacity. Each truck or trailer will be numbered and clearly display the load capacity for identification with a permanent marking. The CR may, at any time, request that the trucks be re-measured. The Contractor shall notify the CR before a new truck or trailer is to be used under this contract. No capacity can exceed 100% of the measured volume.

6.3 Trucks or equipment, which are designated for use under this contract, shall not be used for any other work while performing work under this contract. The Contractor shall not solicit work from private citizens or others to be performed in the designated work area during the period of this contract. Under no circumstances will the Contractor mix debris hauled for others with debris hauled under this contract.

6.4 Loading equipment used under this contract shall be rubber tired and sized properly to fit loading conditions. Excessive size loading equipment (6 CY and up) and non-rubber tired equipment must be approved by the CR.

6.5 The Contractor will provide an inspection tower at each staging area. This tower must be constructed such that the CR monitor can look down into the beds to fully view the debris loads, establishing volumes. The inspection tower must be constructed to meet all local, state, and federal requirements. The Contractor may provide a mechanical lift to be used in place of the constructed tower. The Contractor shall provide portable restroom facilities at all staging areas.

7.0 REPORTING

7.1 The Contractor shall submit a report to the CR during each day of the term of the contract. Each report shall contain at a minimum, the following information:

1. Contractor's Name
2. Contract Number
3. Crew
4. Location of work
5. Date of Report
6. Daily and cumulative totals of debris removed

7.2 Discrepancies between the daily report and the corresponding load tickets will be reconciled no later than the following day.

8.0 OTHER CONSIDERATIONS

8.1 The Contractor shall supervise and direct the work using skillful labor and proper equipment for all tasks. Safety of the Contractor's personnel and equipment is the responsibility of the Contractor. Additionally, the Contractor shall pay for all materials, personnel, taxes, and fees necessary to perform under the terms of this contract.

8.2 The Contractor must be duly licensed in accordance with the state's requirements to perform the work.

8.3 The Contractor shall be responsible for taking corrective action in response to any complaints and/or notices of violations issued as a result of the Contractors or any subcontractors' actions or operations during the performance of this contract. Corrections for any such complaint or violation shall be in a timely manner and at no additional cost to the City.

8.4 The Contractor shall be responsible for control of pedestrian and vehicular traffic in the work area. The Contractor shall provide all flag persons, signs, equipment, and other devices necessary to meet federal, state, and local requirements. The traffic control personnel and equipment shall be in addition to the personnel and equipment required in other parts of this contract. At a minimum, one flag person should be posted at each approach to the work area. Work shall be accomplished in a safe manner in accordance with applicable law.

8.5 The Contractor is responsible for obtaining all applicable environmental and regulatory permits prior to the Contractor commencing operations.

8.6 The Contractor will work closely with FEMA and other applicable State and Federal Agencies to ensure that debris collection and documentation appropriately address concerns of the likely reimbursement agencies.

9.0 FINAL DISPOSITION

9.1 NOTE: The method of final disposal will be determined by the Contractor and approved by the CR. Debris may be chipped, burnt, or otherwise disposed.

10.0 MEASUREMENT

10.1 Measurement for all debris removed will be determined by the eligible debris delivered to the staging area, as supported by the load ticket [Load Ticket Clause 3.0].

11.0 BONDING AND INSURANCE

11.1 All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida.

Contractors shall purchase and maintain a policy or policies of commercial general liability insurance satisfactory in all respects to City. All policies shall be occurrence form policies and shall name City as an additional insured, with a right to defense, with the premiums thereon fully paid by Contractor on or before their due date. The liability insurance policy shall afford minimum protection of \$1,000,000 combined single limit coverage for bodily injury, property damage, or combination thereof.

Required insurance shall be documented in Certificates of Insurance, which provide that City shall be notified at least 30 days in advance of cancellation, no renewal, or adverse change. New Certificates of Insurance are to be provided to City at least 15 days prior to coverage renewals.

Receipt of certificates or other documentation of insurance or policies or copies of policies by City, or by any of its representatives, which indicate less coverage than required does not constitute a waiver of Contractor's obligation to fulfill the insurance requirements herein.

Contractor shall also purchase and maintain workers compensation insurance for all obligations imposed by law, with employer's liability limits of at least \$100,000 each accident and \$100,000 each employee/\$500,000 policy limit for disease. Contractor shall also purchase any other coverages required by law.

Contractor's maintenance of the insurance policies required hereunder shall not limit or otherwise affect its liability hereunder.

The City requires the following additional type of insurance:

Business Auto Liability. Proof of Business Auto Liability shall be provided with minimum protection of \$1,000,000 combined single limit coverage for bodily injury, property damage, or combination thereof. Coverage shall include hired and non-owned auto liability also.

Prior to signing of contract, Contractor agrees to furnish CR with all applicable certificates of insurance. Within 24 hours following signing of contract, Contractor shall provide copies of insurance policies including all endorsements. The Contractor must be able to cover expenses associated with a major recovery operation prior to the initial payment and between subsequent payments as well as the aforementioned bonds and insurance.

12.0 PAYMENT

12.1 Payment for work completed may be invoiced on a bi-weekly basis and must include sufficient documentation (i.e. equipment number, cubic yards, ETC.) to support payment requested by the Contractor. The Contractor must comply with any invoicing or reporting requirements specified by FEMA.



12.2 Ten percent (10%) of all invoices will be retained until the contract is completed to the satisfaction of the CR.

13.0 OTHER CONTRACTS

13.1 The City reserves the right to issue other contracts or direct other contractors to work within the area included in this contract.

14.0 ENCLOSURES/ATTACHMENTS

14.1 Daily Report – (By Cubic Yard)

14.2 Proposal



INSURANCE AGENCY:
BATES AND HEWETT INC
3400 CRILL AVE STE 2
PALATKA FL 32177-9143

NAMED INSURED:
A & H EXCAVATION, INC;
SBK REFORRESTATION;
3816 REID STREET
PALATKA FL 32177

AGENCY PHONE # 386-328-1100

POLICY NO.: CWP 3583463

DATE OF MEMO: 10/16/08

POLICY TERM: 12/03/08 - 12/03/09

COMPANY: WESTFIELD INSURANCE COMPANY

CITY OF PALATKA
201 N 2ND ST
PALATKA FL 32177

RE: EVIDENCE OF INSURANCE -- ADDITIONAL INSURED NOTICE

YOU ARE SHOWN AS AN ADDITIONAL INSURED ON THE POLICY SHOWN ABOVE AND THE GENERAL LIABILITY LIMITS ARE DISPLAYED BELOW.

THIS NOTICE IS EVIDENCE THAT INSURANCE HAS BEEN ISSUED TO THE NAMED INSURED(S).

TO REDUCE YOUR ADMINISTRATIVE COSTS, FILING SPACE AND OUR MAILING COSTS, WE ARE NOT INCLUDING THE POLICY JACKET OR THE ACTUAL FORMS, ENDORSEMENTS OR DECLARATIONS OF THE ACTUAL POLICY. INSTEAD, WE HAVE DISPLAYED BELOW THE NECESSARY INFORMATION FOR YOU. IF YOU DESIRE ANY ADDITIONAL INFORMATION, PLEASE CONTACT THE AGENCY SHOWN ABOVE AND THEY WILL SECURE IT FOR YOU FROM WESTFIELD COMPANIES.

POLICY LIMITS:

GENERAL AGGREGATE LIMIT (OTHER THAN PRODUCTS/COMPLETED OPERATIONS)	\$2,000,000
PRODUCTS/COMPLETED OPERATIONS AGGREGATE LIMIT	\$2,000,000
PERSONAL & ADVERTISING INJURY LIMIT (PER PERSON OR ORGANIZATION)	\$1,000,000
EACH OCCURRENCE LIMIT	\$1,000,000
FIRE DAMAGE LIMIT	(ANY ONE FIRE) \$100,000
MEDICAL EXPENSE LIMIT	(ANY ONE PERSON) \$5,000

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/07/2008

PRODUCER (386)328-1100 FAX (386)329-1100
 Bates Hewett & Floyd Insurance Agency
 3400 Crill Avenue, Suite 2
 Palatka, FL 32177

RED Alford Timber Co., Inc
 3816 Reid Street
 Palatka, FL 32177

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: F.C.C.I.	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS								
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	GL0000790	09/01/2008	09/01/2009	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000								
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	CA0001846	09/01/2008	09/01/2009	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$								
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY EA ACC \$ AGG \$								
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$								
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	46986	09/01/2008	09/01/2009	<table border="1"> <thead> <tr> <th>WC STATU-TORY LIMITS</th> <th>OTH-ER</th> </tr> </thead> <tbody> <tr> <td>E L EACH ACCIDENT</td> <td>\$ 1,000,000</td> </tr> <tr> <td>E L DISEASE - EA EMPLOYEE</td> <td>\$ 1,000,000</td> </tr> <tr> <td>E L DISEASE - POLICY LIMIT</td> <td>\$ 1,000,000</td> </tr> </tbody> </table>	WC STATU-TORY LIMITS	OTH-ER	E L EACH ACCIDENT	\$ 1,000,000	E L DISEASE - EA EMPLOYEE	\$ 1,000,000	E L DISEASE - POLICY LIMIT	\$ 1,000,000
WC STATU-TORY LIMITS	OTH-ER												
E L EACH ACCIDENT	\$ 1,000,000												
E L DISEASE - EA EMPLOYEE	\$ 1,000,000												
E L DISEASE - POLICY LIMIT	\$ 1,000,000												
	OTHER												

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER

City of Palatka
 Attn: Betsy Jordan Driggers
 201 N. 2nd Street
 Palatka, FL 32177

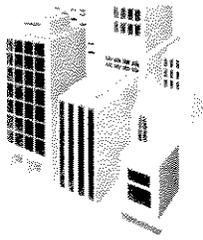
CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
 Dawn B Griffis

*Agenda
Item*

3b



CITY OF PALATKA
Betsy Jordan Driggers
City Clerk
201 N. 2nd Street
Palatka FL 32177
Phone: 386-329-0100
Fax: 386-329-0199
e-mail: bdriggers@palatka-fl.gov

Memorandum

To: City Commission & Staff
From: Betsy Driggers, City Clerk
Date: 4/16/09
Re: Memorandum of Agreement for Prosecution Services – 1 year renewal with
Office of the State Attorney

Attached please find a proposed letter requesting renewal of the existing Memorandum of Agreement with the State Attorney's office for Prosecution Services for the City of Palatka. This contract was first executed 4/28/06 and is renewable on a 1-year basis each July 1 with notice. There are no changes from prior years. This contract remains in effect with the new State Attorney.

Please take action to authorize renewal of this contract beginning July 1, 2009 for a one-year period.

KARL N. FLAGG
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

DEBRA KITCHENS
COMMISSIONER

VERNON MYERS
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



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

ELWIN C. "WOODY" BOYNTON, JR.
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

RUBY M. WILLIAMS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT.

DONALD E. HOLMES
CITY ATTORNEY

April 23, 2009

David R. Smith, Esquire
First Assistant State Attorney
Office of the State Attorney
Seventh Judicial Circuit Court of Florida
251 N. Ridgewood Avenue
Daytona Beach FL 32114-7509

Re: Request for Additional One-Year Extension
Memorandum of Agreement for Prosecution Services for City of Palatka
Dated April 28, 2006 and last renewed July 1, 2008

Dear Mr. Smith:

In accordance with Section 6 of the Memorandum of Agreement for prosecution services between the City of Palatka and your agency, executed on April 28, 2006, and last renewed July 1, 2008 for one year, please be advised that during regular session on April 23, 2009, the Palatka City Commission took action to request an extension of the duration of the Agreement for an additional 1-year period beginning July 1, 2009.

I will forward a copy of this Request for Extension letter to:

Donald E. Holmes, City Attorney
222 N. Third Street, Palatka 32177

Gary E. Getchell, Police Chief
110 N. 11th Street, Palatka 32177

Should you require anything else from the City of Palatka, please so advise.

Sincerely,

Betsy Jordan Driggers
City Clerk

Bjd/s

Cc: City Attorney Donald E. Holmes, Esquire, 222 N. 3rd Street, Palatka FL 32177
Police Chief Gary E. Getchell, 110 N. 11th Street, Palatka FL 32177

201 N. 2ND STREET * PALATKA, FLORIDA 32177

OFFICE OF THE STATE ATTORNEY

SEVENTH JUDICIAL CIRCUIT OF FLORIDA
VOLUSIA, FLAGLER, PUTNAM & ST. JOHNS COUNTIES

 JOHN TANNER
STATE ATTORNEY



251 North Ridgewood Avenue
Daytona Beach, FL 32114-7509
Phone (386) 239-7710
SUNCOM 377-7710
Fax (386) 239-7711

April 28, 2008

RECEIVED

APR 29 2008

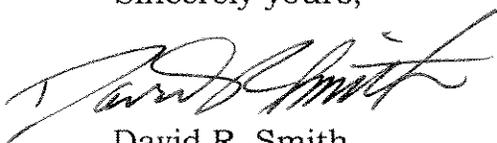
Betsy Jordan Driggers, City Clerk
City of Palatka
201 N. Second Street
Palatka, Florida 32177

Dear Ms. Driggers:

We are in receipt of your letter dated April 22, 2008, requesting an extension of the Memorandum of Agreement for Prosecution Services for the City of Palatka. We are pleased to extend our services for another year under the agreement.

We appreciate the efforts of your departments and look forward to working together another year. Please call if I may be of any further service.

Sincerely yours,



David R. Smith
First Assistant State Attorney

DRS:ko

Attachment

Cc: Mr. Donald E. Holmes, Esq., 222 N. 3rd St., Palatka, Florida
Police Chief Gary E. Getchell, 110 N. 11th Street, Palatka, Florida

INTERLOCAL AGREEMENT

THIS INTERLOCAL AGREEMENT (Agreement), is entered as of this 25th day of April, 2006, is between the **City of Palatka, Florida**, a political subdivision of Florida, by and through its Board of City Commissioners, whose address is 110 N. Eleventh Street, Palatka, Florida 32177 and John Tanner, as the **State Attorney of the Seventh Judicial Circuit (State Attorney)**, duly elected, pursuant to Article V, Section 17, of the Florida Constitution.

RECITALS

WHEREAS, Section 27.02, Florida Statutes (2005), provides that the **State Attorney** shall appear in Circuit and County courts within his or her judicial circuit for the purpose of prosecuting violations of special laws and County ordinances punishable by incarceration if the prosecution is ancillary to a State prosecution, or if the **State Attorney** has contracted with the **City** for reimbursement for services rendered in accordance with Section 27.34(1), Florida Statutes, and Section 34.13, Florida Statutes provides that municipal prosecutors may prosecute violations of municipal ordinances and both parties desire to enter into such a contract/agreement; and

WHEREAS, Section 27.34, Florida Statutes (2005), provides for limitations on payments of salaries, and other related costs of **State Attorney's Offices** by other than the **State**, and that a **City** may contract with, or appropriate or contribute funds to the operation of, the various State Attorneys, and that a **State Attorney** prosecuting violations of special laws or **City** ordinances punishable by incarceration, and not ancillary to a State charge, shall contract with Cities to recover the full cost of services rendered on an hourly basis or reimburse the State for the full cost of assigning, one or more fulltime, or equivalent, attorney positions to work on behalf of the **City**; and

WHEREAS, the **City** and the **State Attorney** desire to contract for services rendered on an hourly basis, based on estimates by the **State Attorney** on the number of hours required to handle the projected workload; and

WHEREAS, an agreement/contract for reimbursement on an hourly basis shall require Cities to reimburse the **State Attorney** at a rate of fifty dollars (\$50.00) per hours; and

WHEREAS, the **City** is willing to pay the **State Attorney** such sum on a quarterly basis in arrears; and

WHEREAS, this **Agreement** sets forth the duration, terms and provisions, rights and responsibilities of both the **City**, and the **State Attorney**.

WHEREAS, Section 163.01, Florida Statutes (2005) authorizes the **City**, and the **State Attorney** to enter into such an **Agreement**.

NOW, THEREFORE, in consideration of mutual covenants and promises contained herein, it is agreed by and between the parties as follows:

Section 1: The above recitals are incorporated into the body of this **Agreement**, and said recitals are adopted as Findings of Fact.

Section 2: If any word, phrase, sentence, part, subsection, section, or other portion of this **Agreement** or any application thereof, to any person or circumstance is declared void, unconstitutional, or invalid for any reason, then such word, phrase, sentence, part, subsection, other portion or the proscribed application thereof, shall be severable, and the remaining portions of this **Agreement** and all applications thereof, not having been declared void, unconstitutional, or invalid, shall remain in full force, and effect.

Section 3: This **Agreement** shall be construed according to the laws of the State of Florida. Venue for any administrative and/or legal action arising under this **Agreement** shall be in Volusia County, Florida.

Section 4. In light of the scope and rationale of this **Agreement**, neither the **City**, nor the **State Attorney** may assign, transfer, and/or sell any of the rights noted in this **Agreement** without the express written approval of the other party. Should either the **City**, or the **State Attorney** assign, transfer, or sell any of the rights noted in this **Agreement** without such prior approval of the other party, then such action on the part of either the **City** or the **State Attorney**, shall result in the automatic termination of this **Agreement**, without further notice or action required on the part of the other party.

Section 5. Both the **City**, and the **State Attorney** acknowledge that this Agreement constitutes the complete agreement and understanding of both parties. Both the **City**, and the **State Attorney** acknowledge that any amendments to this **Agreement** shall be in writing, and shall be executed by duly authorized representatives of both the **City** and the **State Attorney**.

Section 6. The duration of this **Agreement** shall be from the execution of this agreement through June 30, 2006. The **City** may request a one-year extension of this **Agreement** by submitting a written request to the **State Attorney**, no later than May 1, 2006. Pursuant to the written request by the **City**, the **State Attorney** may approve an extension to the **Agreement**, prior to June 1, 2006. Subsequent extensions to this **Agreement** may be handled in manner similar to that described in this Section. Should this **Agreement** not be extended within the time frame noted in this Section, then this **Agreement** will terminate on July 1 of the year not extended. Under such circumstance, neither the **City**, nor the **State Attorney**, will have to provide any form of written notification of termination to the other party.

Section 7. This **Agreement** may be terminated without cause upon either the **City**, or the **State Attorney** giving at least thirty (30) days advance written notice to the other party of such notice without cause. Such written notification shall indicate that either the **City**, or the **State Attorney** intends to terminate this **Agreement** thirty (30) days from the date of notification. Consistent with other provisions of this **Agreement**, the **State Attorney** shall be compensated for any services and/or expenses that are authorized under this **Agreement**, and that are performed and/or accrue up to the date of termination of this **Agreement**. The **City** will be responsible for payment of any fees, costs and expenses incurred in the performance of this **Agreement** that are accrued up to the date of termination of this **Agreement**.

This **Agreement** may be terminated by either the **City**, or the **State Attorney**, for cause, for the following reasons:

- 1) assignment of this **Agreement** by either party, without the prior written approval/consent of the other party;
- 2) failure by either party to comply with any obligation noted in this **Agreement**;
- 3) failure by the **City** to pay, for a period exceeding seventy-five(75) days, any amounts due and owing, for authorized services performed by the **State Attorney**;
- 4) failure by the **City** to budget for the services and/or expenses noted in this **Agreement**;
- 5) an exhaustion of funds budgeted for the services and/or expenses noted in this **Agreement**, without **City** approval of a subsequent increase in the amount of funds budgeted for the services and/or expenses noted in this **Agreement**;

- 6) a subsequent revisions/change/amendment to State law that would create an ethical conflict in funding and/operations between the **City** and its **Office of County Attorney**, and the **State Attorney**; and/or
- 7) a subsequent revision/change/amendment to State law that would prohibit the **City**, and the **State Attorney**, from entering into this type of **Agreement**.

Section 8. The **State Attorney** shall appear at arraignments in the County Court within the **State Attorney's** judicial circuit, by and through the *City-Funded Local Prosecutor*, on special laws or **City** ordinances punishable by incarceration when said violations are cited by a **City** law enforcement officer or filed by the **City Attorney**. Upon the entry of a guilty or nolo contendere plea at arraignment the file will be closed after sentencing by the court. It is agreed by both parties to this agreement that an annual fee of fifty dollars (\$50.00) will be the total compensation received by the State for this service. The **City** agrees to pay all fees, costs and/or expenses otherwise incurred during the prosecution of these cases in accordance with state law and under this agreement. Upon the entry of a not guilty plea or failure to appear, the case will be returned to the **City Attorney** for prosecution and compliance with the requirements of state law if the case is pursued. The **City** agrees to pay all fees, costs and/or expenses incurred during or otherwise associated with the case. The *City-Funded Local Prosecutor* will be hired by, and subject to the control of the **State Attorney**. Consequently, for purposes of this **Agreement**, the **State Attorney**, and the *City-Funded Local Prosecutor* will be viewed as independent contractors, and have independent contractor status.

For the purposes of this **Agreement**, *City-Funded Local Prosecutor* shall mean the person or persons assigned to appear at arraignment of special laws or **City** ordinances, pursuant to this **Agreement**.

Section 9. The **City** agrees to pay all fees, costs and/or expenses in accordance with state law which are incurred during the prosecution of any violations of special laws and **City** ordinances undertaken pursuant to this **Agreement**. The State Attorney shall bear no expense of actions brought pursuant to this **Agreement**. The **City** further agrees to provide separate legal counsel to represent the **City** in all courts and proceedings concerning the constitutionality of enactment and enforcement of all ordinances or special laws.

For purposes of this Agreement, *approved legal services* means instances in which the *City-Funded Local Prosecutor* provides services in accordance with this agreement.

The **State Attorney** shall submit to the **City** an invoice for the fifty dollar (\$50.00) annual fee within forty five (45) days of the execution of this agreement. If the **State Attorney** submits an incomplete and/or incorrect invoice, the **City** will notify the **State Attorney** within fifteen (15) days of submission of the incomplete/incorrect invoice by the **State Attorney**. The **State Attorney** will then have an additional fifteen (15) days in which to submit a complete and/or correct invoice. If the **State Attorney** submits a complete and/or correct invoice in excess of thirty (30) days of the date that the original incomplete/incorrect invoice was submitted to the **City**, then the **City** has seventy-five (75) days from the date of the submission of the complete and/or correct invoice, in which to reimburse and/or compensate the **State Attorney** for such *approved legal services*.

Except as noted above, once the **State Attorney** submits a complete and correct invoice to the **City**, the **City** has thirty (30) days from the date of submission, in which to reimburse and/or compensate the **State Attorney** for such *approved legal services*.

The **City** may modify this procedure at any time, upon ten (10) days advance notice, in order to accommodate the budgetary concerns and/or procedures of the **City**.

Section 10. All notices and other correspondence to the **City** shall be delivered, either by hand (receipt of delivery is necessary), or by U.S. Mail to:

Name
City of Palatka
110 N. Eleventh Street
Palatka, Florida

32177

Donald E. Holmes
With a Copy To:

Donald Holms, City Attorney
City of Palatka
110 N. Eleventh Street
Palatka, Florida 32177

222 N. 3rd St

All notices and other correspondence to the State Attorney shall be delivered, either by hand (receipt of delivery is necessary), or by U.S. Mail to:

John Tanner, State Attorney
Seventh Judicial Circuit
The Judicial Center
251 N. Ridgewood Avenue
Daytona Beach, Florida 32114-7505

IN WITNESS WHEREOF, the parties have hereunto set their hand and seal on this day and year below written.

Mayor of Palatka
City of Palatka, Florida

By: Karl D. Hagg

Date: 4-13-06

Attest:

Betsy J. Duggins

City of Palatka, Florida

Date: 4-13-06

State Attorney, Seventh Judicial
Circuit, State of Florida

By: John Tanner

John Tanner
State Attorney

Date: 4/25/06

Attest:

By: [Signature]

Title: 4/28/06

Agenda Item

3c



January 13, 2009

City of Palatka / Passero Associates
4015 Reid St
Palatka, FL 32177

RE: WR 3360507 - New Airport Terminal

Dear: Woody Boynton

Enclosed is the easement form required by FPL to provide electric service to the above referenced facility. Please complete the instrument according to the following instructions. DESCRIBE, EXECUTE and RECORD the easement and return a recorded copy to me. This easement needs to be returned to FPL prior to energizing your proposed facility. Failure to do so could delay the timely installation of your electric facilities.

Parcel I. D. #: Enter Parcel I. D. # in the upper left portion of the easement form.

Describe Easement:

Use the blank area in the middle of the form to describe the easement. If additional space is required, an Exhibit "A" attached as a 2nd sheet to the instrument may be used. Metes & bounds may be used but a center line description is most common. A pictorial view of the easement may also be attached as an Exhibit "A". Easements are usually 10ft in width, 5ft on either side of FPL facilities to be installed.

Signing and Witnessing:

- A. **For Individuals:** All persons shown on the deed must sign the easement. Enter date in space provided. Sign on the indicated lines on the right side in the presence of two (2) separate witnesses, who sign on the lines to the left, and a notary public who completes the acknowledgement forms as described below. The notary public may be one of the witnesses and if so must sign at the left in the space provided.
- B. **For Corporations:** Enter date in space provided. The President, or Vice-President and the Secretary or an Assistant Secretary sign on lines indicated on the right, filling in their title below, in the presence of two (2) separate witnesses, who sign on the lines to the left, and a notary public who completes the acknowledgement forms as described below. The corporate seal must be affixed adjacent to the officer's signatures.

Acknowledgements:

The notary public should legibly fill in all blanks, including state and county of execution, names of individuals or officers signing and their titles, state or county where empowered to act, expiration date of commission, fill in date, sign on line provided and affix seal adjacent to the signature of the notary public.

Record the Easement:

If there are any questions with regards to the easement, please call me prior to recording the easement. Have the easement Recorded at the Putnam County Court House, only the unaltered FPL standard easement form (form 3722) will be accepted by FPL.

If you have any questions, please call me at 386-329-5158.

Sincerely,

Ric Cobb
Construction Services

Work Request No. 3360507

Sec.03, Twp 10 S, Rge 26 E

Parcel I.D. _____
(Maintained by County Appraiser)

Form 3722 (Stocked) Rev. 7/94

EASEMENT

This Instrument Prepared By

Name: Ric Cobb
Co. Name: Florida Power & Light Company
Address: 2900 Catherine Street
Palatka, FL 32177

pg _____ of _____

The undersigned, in consideration of the payment of \$1.00 and other good and valuable consideration, the adequacy and receipt of which is hereby acknowledged, grant and give to Florida Power & Light Company, its licensees, agents, successors, and assigns, an easement forever for the construction, operation and maintenance of overhead and underground electric utility facilities (including wires, poles, guys, cables, conduits and appurtenant equipment) to be installed from time to time; with the right to reconstruct, improve, add to, enlarge, change the voltage, as well as, the size of and remove such facilities or any of them within an easement 15 feet in width described as follows:

Reserved for Circuit Court

See Exhibit A

Together with the right to permit any other person, firm or corporation to attach wires to any facilities hereunder and lay cable and conduit within the easement and to operate the same for communications purposes; the right of ingress and egress to said premises at all times; the right to clear the land and keep it cleared of all trees, undergrowth and other obstructions within the easement area; to trim and cut and keep trimmed and cut all dead, weak, leaning or dangerous trees or limbs outside of the easement area which might interfere with or fall upon the lines or systems of communications or power transmission or distribution; and further grants, to the fullest extent the undersigned has the power to grant, if at all, the rights hereinabove granted on the land heretofore described, over, along, under and across the roads, streets or highways adjoining or through said property.

IN WITNESS WHEREOF, the undersigned has signed and sealed this instrument on 2/27, 2009

Signed, sealed and delivered in the presence of:

Karen M. Venables
(Witness Signature)

Print Name: Karen M. Venables
(Witness)

Ruby M. Williams
(Witness Signature)

Print Name: Ruby M. Williams
(Witness)

City of Palatka
(Corporate's name)

By: Elwin C. Boynton
(President's signature)

Print Name: Elwin C. Boynton

Print Address: 201 N. 2nd St.
Palatka FL 32177

Attest: Betsy J. Driggers
(Secretary's signature)

Print Name: Betsy J. Driggers

Print Address: 201 N. 2nd St.
Palatka, FL 32177

(Corporate Seal)

STATE OF FL AND COUNTY OF Putnam. The foregoing instrument was acknowledged before me this 27th day of Feb, 2009, by Elwin C. Boynton and Betsy J. Driggers respectively the _____ President and _____ Secretary of _____ a _____ corporation, on behalf of said corporation, who are personally known to me or have produced Personally Known identification, and who did (did not) take an oath.
(Type of Identification)

My Commission Expires:

Christeen Haney
Notary Public, Signature

Print Name Christeen Haney



Agenda Item

3d

April 6, 2009

Mr. Terry Potter
Project Manager
AJAX Construction, Inc.
1512 SW 5th Avenue
Ocala, FL 34474

13453 N. Main Street-Suite 106
Jacksonville, FL 32218

www.passero.com

904-757-6106

904-757-6107 Fax

**Re: Clarification of Construction Change Directive No.2
Airport Terminal Building
Palatka Municipal Airport**

Dear Mr. Potter:

The intent of this letter is to clarify the added work within CCD No. 2 and is described as follows:

- Interior Work
 - CCD No. 2 adds stone work to the lobby and conference room. Prior to CCD No. 2 the Lobby had stonework on the columns and a minimal amount on wall surfaces while the conference room had no stone work. CCD No. 2 also adds wood backing within the lobby walls for future signage and artwork.
- Exterior Work
 - CCD No. 2 extends electrical service conduits to a new ground level transformer location and provides handicap detectable warning surfaces within sidewalks from the terminal building to parking areas as required by Accessibility Code requirements.
- Clarification
 - CCD No. 2 clarifies adjustments to CCD No. 1 regarding a change from T-111 to Hardie as exterior wall siding material.

CCD No. 2 increases the Contract total by \$29,545.75, while at the same time reducing CCD No. 1 by \$11,920, for a net increase of \$17,625.75 to the Contract total.

If you have any additional questions on these matters, please contact me.

Sincerely yours,



Andrew Holesko,
Passero Associates



**CONSTRUCTION
CHANGE
DIRECTIVE**

AIA DOCUMENT G714 MODIFIED

- OWNER
- OWNERS REPRESENTATIVE
- CONTRACTOR
- FIELD
- OTHER

(Instructions on reverse side. This document replaces AIA Document G713, Construction Change Authorization.)

PROJECT: Palatka Kay Larking Airport Terminal

TO CONTRACTOR: AJAX Construction

You are hereby directed to make the following change(s) in this Contract:
SEE ATTACHED

DIRECTIVE NO:	<u>2</u>
DATE:	<u>March 6, 2009</u>
OWNER'S REP PROJECT #:	<u>24010.17</u>
CONTRACT DATE:	<u>September 29, 2008</u>
CONTRACT FOR:	<u>275 Days</u>

PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:
- Lump Sum ~~decrease~~ ^{increase} of \$ 29,545.75 (CCD No. 1 is decreased by 11,920.00. Net is plus \$17,625.75.)
 - Unit Price of \$ _____ per \$ _____
 - as provided in Subparagraph 7.3.6 of AIA Document A201, 1987 edition.
 - as follows:
2. The Contract Time is proposed to be adjusted. The proposed adjustment, if any, is an increase of 5 days

When signed by the Owner and Owners Representative and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Director (CCD), and the Contractor shall proceed with the change(s) described above.

Signature by the Contractor indicates the Contractor's Agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this Construction Change Directive.

Matt Singletary
Construction Engineer, for
Passero Associates
OWNER'S REPRESENTATIVE

13453 N. Main St.
Jacksonville, FL 32218
ADDRESS

BY _____

DATE _____

Woody Boynton
City Manager
City of Palatka
OWNER'S REPRESENTATIVE

201 North 2nd St.
Palatka, FL 32177
ADDRESS

BY _____

DATE _____

Terry Potter
Project Manager
AJAX Construction
CONTRACTOR

1512 SW 5th Ave., PO Box 1688
Ocala, FL 34478-1688
ADDRESS

BY _____

DATE _____

Agenda Item

3e

April 6, 2009

Mr. Mark Hashman
President
Hashman Construction, Inc.
2730 Clydo Road, Suite No. 1
Jacksonville, FL 32207

13453 N. Main Street-Suite 106
Jacksonville, FL 32218

www.passero.com

904-757-6106

904-757-6107 Fax

**Re: Force Account Work Order No. 2
Airport Terminal Building
Palatka Municipal Airport**

Dear Mr. Hashman:

Your attention is directed to Force Account Work Order No. 2 herein described, and detailed on Attachment A.

Delete Force Account Work Order No. 1 Items:

- 11 – Pave East Building Handicap Parking - \$5,387.12
- 12 – Pave West Building Handicap Parking - \$4,668.84
- 18 – Extend Sidewalk at West Building - \$3,146.08

Add:

- Bathroom Exhaust Venting - \$548.29
- General Conditions and Supervision - \$13,081
 - (FAWO No. 1 added 30 days to the Contract Time)

Force Account Work Orders No.1 & 2 include changes to Hangar spaces to: (a) Create new leasable storage/(future office) spaces in both the east and west buildings and (b) create an enlarged T-Hangar bay in east building the east building.

Force Account Work Orders No. 1 & 2 also include changes to "field conditions" such as: (a) sidewalk relocation/shifting, repair of existing vehicular access ramp to Hangar areas from the north, hose bibs and storm water structures and (b) design modifications such as door operator hardware and toilet vents.

The total Contract cost is increased by \$40,317.72 and the Contract Time is increased by 30 days.



Please be reminded that all Force Account Work Order items except for Item 9 have been agreed to as fixed lump sum prices. Item 9, Modification to NE section of East Building, continues on the basis of labor and materials until and unless a mutually acceptable lump sum price is arrived at in the next 10 days.

If you have any additional questions on these matters, please contact me.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Andrew Holesko". The signature is written in a cursive style with a long, sweeping horizontal stroke at the end.

Andrew Holesko,
Passero Associates

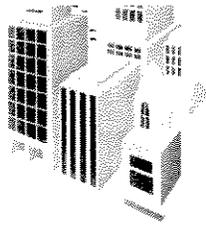
Attachment A

Force Account Work Order No. 1 (FAWO 1) Item No.	Hashman Construction Change Order Proposal (HCI COP) No.	Description	Fixed Lump Sum Price	Status
1	1	ODP Deductive	NA \$173,991.76	Agreed
2	2	Hose Bibs & Sidewalks	+ \$2,348.79	Agreed
3	3	Electrical Conduit Reroute	\$5,921.94	Cancelled
4	4	Plumbing Stub for Future Bathroom	+ \$1,326.43	Agreed
5	5	Electrical Operator Roll-Up Door	+ \$1,789.72	Agreed
6	6	Mini-Split HVAC		Changed to FAWO 1 Item 10A
7	7	Doors for Bulk & Climate-Controlled Storage	+ \$4,092.90	Agreed
8	11	Re-Paving 53'x13'	+ \$4,728.70	Labor & Materials Until Clarified
9	22	Modification to NE Section of East Bldg.	NA \$11,323.73	Clarification Needed (Site Work Included)
10A	6	Mini-Split HVAC	+ \$6,010.83	Agreed
10B	10	Exit Sign/Light Combination	+ \$511.66	Agreed
10C	21	Door & Frame from Office Space to Bulk	+ \$2,783.89	Agreed
10D	10	Exit Sign/Light Combination		Included w/ 10B
11	12	Pave East Bldg. Handicapped Parking Space	\$5,387.42	Labor & Materials Until Clarified
12	13	Pave West Bldg Handicapped Parking Space	\$4,668.84	Labor & Materials Until Clarified
13	NA	Fire Extinguishers	NA	Not Addressed
14	7	Doors for Bulk & Climate-Controlled Storage		Included w/ 7
15	NA	AC Unit for Office Space (now to be climate controlled storage) (Replaced by Minisplit)	NA	Not Addressed
16	14	Extend Sidewalk @ East Bldg. Office Space	+ \$2,184.78	Labor & Materials Until Clarified
17	7	Personnel Door at Unfinished Storage Space		Included w/ 7
18	15	Extend Sidewalk @ West Bldg West Side	\$3,146.08	Labor & Materials Until Clarified
19	16	Pave 12' Ramp at Unfinished Storage Space	\$2,244.71	Labor & Materials Until Clarified
20	17	Install 6" MES Structures	+ \$778.14	Labor & Materials Until Clarified
	8	Bathroom Exhaust Fan Venting	+ \$548.29	Agreed - Add to FAWO 2
	18	Sewer Line Extension	\$3,381.92	Labor & Materials Until Clarified. Add to FAWO 2
	19	50LF 2"PVC Extension	\$626.10	Not Asked for, Should have been water line extension. Electrical conduit from future BR to panel was requested which is not a site item. Add to FAWO 2.
	20	2 curb stops and ADA striping/signage	\$718.28	Should be half to FAWO 1 Item 11 and half to Item 12
	23	General Conditions & Supervision	+ (\$3) \$19,820.39	Agree w/ Cost but Should be 30 Added Contract Days. Add to FAWO 2

TOTAL = \$40,317.92

Agenda Item

3_f



CITY OF PALATKA
Betsy Jordan Driggers
City Clerk
201 N. 2nd Street
Palatka FL 32177
Phone: 386-329-0100
Fax: 386-329-0106
e-mail: betsy@mail.qbso.net

Memorandum

To: City Commission & Staff
From: Betsy Driggers, City Clerk
Date: 4/17/2009
Re: Palatka Housing Authority Board Appointment

Dr. Gilbert Evans and Emily Blevins terms on the Palatka Housing Authority Board expired on April 12, 2009. Both have returned their applications indicating their desire and willingness to serve another 4-year term in this capacity. This position was advertised in the PDN and no other applications were received.

Both Dr. Evans' and Mrs. Blevins' applications for reappointment are attached.

Per the Statute, the Mayor is authorized to appoint members of this Board. ***Mayor Flagg is requesting concurrence from the Commission on the re-appointment of Dr. Gilbert Evans and Emily Blevins to the Palatka Housing Authority Board to serve four-year terms, to expire on April 12, 2013.***

KARL N. FLAGG
MAYOR-COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER



ELWIN C. "WOODY" BOYNTON, JR.
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

RUBY M. WILLIAMS
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 BOARD REAPPOINTMENT REQUEST

I wish to apply for reappointment to the Amnesty Authority Board.
I understand that I will continue to serve in a volunteer capacity on this advisory board.

MEMBER: Gilbert Evans # of years' prior service: 3
Residence (911 Address) 251 Crystal Cove Dr. Phone: (386)-312-4127
Business Name & Address 5001 St. Johns Ave., Palatka, FL 32177 Phone: _____
Fax: (386) Fax: _____

(City Residents or business/property owners will be given preference when board member residency is not specified by statute or city ordinance)

Preferred Mailing Address: Residence

E-mail: gilbertevans@FSRCC.edu Daytime Phone: 386-312-4127

AGREEMENT: By filing this document, I am indicating my desire to be reappointed to the advisory board upon which I currently serve. I also agree and understand that this document becomes a part of the official records of the City of Palatka, and I hereby certify that all the information contained herein is true, to the best of my knowledge. I also understand that, if appointed, the State of Florida may require me to file a financial disclosure with the Putnam Co. Supervisor of Elections each year covering my term of appointment.

[Signature] 9/5/09
SIGNATURE OF APPLICANT DATE

Chairman/Director:: Please return this form, together with a copy of this member's attendance record, to Betsy Driggers, City Clerk, 201 N. 2nd Street, Palatka, Florida.

CHAIRMAN/DIRECTOR'S COMMENTS (if any) _____

Chairman's/Director's Signature _____

KARL R. FLAGG
MAYOR-COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

MILEGRA KITCHENS
COMMISSIONER



ELVIN C. "WOODY" BOYNTON
CITY MANAGER
BETSY JORDAN DRIGGERS
CITY CLERK
RUBY M. WILLIAMS
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 BOARD REAPPOINTMENT REQUEST

I wish to apply for reappointment to the Palatka Housing Authority Board.
I understand that I will continue to serve in a volunteer capacity on this advisory board.

MEMBER: Emily Blevins # of years' prior service: 2
Residence 126 Eageron Trail Palatka, FL 32131 Phone: 386-937-6260
(911 Address) 126 Eageron Trail Palatka, FL 32131 Fax: 386-325-0845
Business Name _____ Phone: _____
& Address _____ Fax: _____

(City Residents or business/property owners will be given preference when board member residency is not specified by statute or city ordinance)

Preferred Mailing Address: 126 Eageron Trail Palatka, FL 32177

E-mail: EBlevins@prosperitybank.com Daytime Phone: 386-937-6260

AGREEMENT: By filing this document, I am indicating my desire to be reappointed to the advisory board upon which I currently serve. I also agree and understand that this document becomes a part of the official records of the City of Palatka, and I hereby certify that all the information contained herein is true, to the best of my knowledge. I also understand that, if appointed, the State of Florida may require me to file a financial disclosure with the Putnam Co. Supervisor of Elections each year covering my term of appointment.

Emily Blevins 4/8/09
SIGNATURE OF APPLICANT DATE

Chairman/Director:: Please return this form, together with a copy of this member's attendance record, to Betsy Driggers, City Clerk, 201 N. 2nd Street, Palatka, Florida.

CHAIRMAN/DIRECTOR'S COMMENTS (if any) _____

Chairman's/Director's Signature _____

PHA Board Attendance 2004-2009

2004

	4/14/2004	4/15/2004	4/28/2004	5/8/2004	5/17/2004	6/28/2004	6/17/2004	6/23/2004	8/19/2004	10/21/2004
Joyce Conlee	X	X	X	X	X		X		X	X
Annie Spell	X	X	X	X	X	X	X	X	X	X
David Baggs	X			X	X	X	X	X	X	X
Gilbert Evans*		X	X		X	X	X			X
Donald Hickey	X	X	X	PHONE	X	X	X	X	X	X

*Appointed 3/25/04-4/12/05

2005

	1/20/2005	3/24/2005	4/14/2005	5/18/2005	5/30/2005	7/21/2005	8/28/2005	9/8/2005	9/29/2005	11/17/2005
Joyce Conlee	X	X	X	(RESIGNED AS OF 4/30/05)						
Annie Spell	X	X	X	X		X		X	X	X
David Baggs								X		
Gilbert Evans	X	X	X	X				X	X	
Donald Hickey	X	X	X	X	X	X	X	X	X	X
Shandra Riffey - Appointed 2005					X	X	X	X	X	X

(RESIGNED AS OF 12/31/05)

2006

	1/19/2006	3/30/2006	4/20/2006	5/18/2006	7/20/2006	9/21/2006	11/16/2006
Annie Spell	X	X	X	X	X	X	X
David Baggs	Resigned as of 3/06						
Gilbert Evans	X	X	X	X	X	X	X
Shandra Riffey	X	X	X		X	X	X
Marshall Fulghum*		X	X	X	X	X	X

* Appointed 3/23/06 to exp. 4/08

2007

	1/18/2007	3/15/2007	4/18/2007	5/14/2007	7/19/2007	9/20/2007	11/19/2007
Annie Spell	X	X	X	X	X	X	X
Gilbert Evans	X	X	X	X	X	X	
Shandra Riffey	X	X	X	X	Resigned 8/14/07		
Marshall Fulghum	X	X	X	X		X	X
Stephanie Allen	Appointed 4/24/07 - 4/14/11				X		X
Emily Blevins	Appointed 8/14/07 - 4/12/09				X	X	X

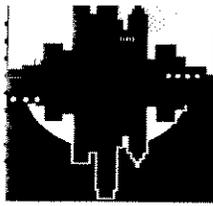
2008

	1/18/2008	1/28/08 (a)	3/25/2008	4/17/2008	5/15/2008	6/28/08 (S)	7/17/2008	9/19/2008	11/20/2008
Gilbert Evans	X	X		X					X
Annie Spell	X	X	X	X	X	X	X	X	X
Marshall Fulghum	X		X	X	X	X	X	X	X
Stephanie Allen		X	X		X	X	X	X	X
Emily Blevins			X	X		X			X

2009

	1/15/2009	2/4/09 (S)	3/19/2009	4/16/2009	5/21/2009	7/16/2009	9/17/2009	11/19/2009
Annie Spell		X	X					
Gilbert Evans		X						
Marshall Fulghum	X	X	X					
Stephanie Allen	X	X	X					
Emily Blevins	X	X						

May meeting tentatively cancelled



City of Palatka
201 N. 2nd Street
Palatka, Florida 32177
386-329-0100 // Fax 386-329-0106
e-mail: kvenables@palatka-fl.gov

Fax Transmittal

To: Local Press **Fax:** N/A

From: Karen M Venables **Date:**

Re: PHA Commission Seat Opening **Pages:** 1

FOR IMMEDIATE RELEASE

The Palatka Housing Authority is taking applications to its Board of Directors. Its members are appointed by the Mayor with concurrence of the Palatka City Commission. To qualify for this appointment, you must reside within 5 miles of Palatka City limits. Applications to fill these vacancies will be accepted until 4:00 p.m. Friday, April 10, 2009. Applicants will be required to attend the April 23, 2009 Commission Meeting in order to be considered for appointment.

PHA Commissioners serve as the governing officers of a public-corporate entity that functions as a developer and landlord of local low-income housing programs. Some of the principal responsibilities are:

- Providing leadership and advocacy for public housing
- Setting policies governing the operations of the PHA
- Ensuring that the PHA operates within the law and according to HUD regulations;
- Adopting operating budgets
- Assisting in establishing policies to prevent fraud, abuse, mismanagement and discrimination.

Commissioners help keep the community focused on the PHA's mission to provide decent, safe and sanitary housing for residents, and help set goals for assisted housing. The Board holds six regular bimonthly meetings per year at the PHA offices, and also meets periodically to address time-sensitive issues.

Applications can be picked up from the Executive Offices of the PHA, 400 N. 15th Street, Palatka, or Palatka's City Hall, 201 N. 2nd Street, Palatka, or can be downloaded from the City's website at www.cityofpalatka.com. For more information, please contact Betsy Driggers, City Clerk, at 386-329-0100, or John Nelson, Executive Director of the PHA, at 386-329-0132.

KARL N. FLAGG
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

LEGRA KITCHENS
COMMISSIONER

VERNON MYERS
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



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

April 7, 2009

ELWIN C. "WOODY" BOYNTON, JR.
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

RUBY M. WILLIAMS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT.

DONALD E. HOLMES
CITY ATTORNEY

Mr. John Nelson, Executive Director
Palatka Housing Authority
P.O. Box 1277
Palatka FL 32178-1277

Dear John:

The following Housing Authority Board Members' terms will expire on April 12, 2009:

Emily Blevins

The City Commission requests that either you or the Board Chairman have these members complete the enclosed Appointment Renewal Request Form indicating their continued interest in serving in this capacity. Please return these forms to me at City Hall by Friday, April 10, 2009, along with attendance records for these members, so that the Commission can consider their reappointment to another four-year term to expire April 12, 2013. If these members do not wish to be appointed to another term, please so advise in writing.

These reappointments will be on the City Commission agenda for consideration on April 23, 2009 at 6:00 P.M. The Commission requests that these members be present for their reappointment.

Sincerely,

Karen M. Venables
Assistant City Clerk

cc: Emily Blevins
Mayor Karl N. Flagg

Enclosure

KARL N. FLAGG
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

VERNON MYERS
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



EDWIN C. "WOODY" BOYNTON, JR.
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

RUBY M. WILLIAMS
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.

April 1, 2009

Mr. John Nelson, Executive Director
Palatka Housing Authority
P.O. Box 1277
Palatka FL 32178-1277

Dear John:

The following Housing Authority Board Members' terms will expire on April 12, 2009:

Dr. Gilbert L. Evans

The City Commission requests that either you or the Board Chairman have these members complete the enclosed Appointment Renewal Request Form indicating their continued interest in serving in this capacity. Please return these forms to me at City Hall by Friday, April 10, 2009, along with attendance records for these members, so that the Commission can consider their reappointment to another four-year term to expire April 12, 2013. If these members do not wish to be appointed to another term, please so advise in writing.

These reappointments will be on the City Commission agenda for consideration on April 23, 2009 at 6:00 P.M. The Commission requests that these members be present for their reappointment.

Sincerely,

Karen M. Variables
Assistant City Clerk

cc: Dr. Gilbert L. Evans
Mayor Karl N. Flagg

Enclosure

Agenda Item

3g

MEMORANDUM

TO: MR. BOYNTON, CITY MANAGER
FROM: JEFF NORTON, PARKS & RECREATION MANAGER
SUBJECT: AMERICAN CANCER SOCIETY
DATE: 4/16/2009
CC: CITY COMMISSION

Attached you will find the American Cancer Society Permit for their Relay for Life Event held at River Breeze Elementary School. The American Cancer Society is asking for a Noise Variance from April 24th, 2009 at 6pm thru 12 midnight and from Sunday April 25th, 2009 at 8am thru 12 noon. Any questions or concerns please contact me and I will address the manner.

Thanks
Jeff Norton

Excerpt from the minutes of the March 27, 2008 City Commission meeting:

- * 7. **REQUEST FOR TEMPORARY VARIANCE OF NOISE ORDINANCE** for Relay for Life Event from 12:00 noon on April 18 through 12:00 noon on April 19, 2008 - Debbie Lipko, American Cancer Society, applicant, was not in attendance. Mayor Flagg said this is the annual Relay for Life event, which will include amplified entertainment as well as fundraising activities. It will be held at the River Breeze Elementary track, as it was in times past. Commissioner Kitchens said this is not a loud event, but noise ordinance abatements have a stopping time; this event will run throughout the night. This is like granting a 24-hour noise variance. After discussion, Commissioner Kitchens moved to grant the noise ordinance variance on April 18 from 6:00 p.m. to midnight, and again on April 19 from 8:00 a.m. to 12:00 noon. Commissioner Brown seconded the motion, which passed unopposed.

APPLICATION # 09-27

(circle one below)

CLASS A PERMIT - Filing Deadline: 90 days prior to event

CLASS B PERMIT - Filing Deadline: 30 days prior to event

**CITY OF PALATKA
APPLICATION FOR USE OF PARKS, RECREATIONAL AREAS,
RIVERFRONT PARK AND OTHER AREAS WITHIN THE CITY LIMITS**

1. NAME AND ADDRESS OF APPLICANT/ORGANIZER

American Cancer Society Relay For Life

CONTACT PERSON Wilbur Driggers TELEPHONE WORK Seminole Electric
328-9722 FAX # _____

2. NAME AND ADDRESS OF PERSON, CORPORATION OR ASSOCIATION SPONSORING THE ACTIVITY, IF DIFFERENT FROM ABOVE

A.C.S. 600 Zeagle Dr Pal. Fl. 32177

CONTACT PERSON Debbie Lipko TELEPHONE Work - 328-6224
Home 325-1391 FAX # 325-1391

3. DESCRIPTION AND/OR NAME OF PROPOSED ACTIVITY

Relay For Life
18 hr Fund raising/survivor honoring

DATE & HOURS OF DESIRED USE: April - 24 - 25th (24) 6 pm - 12:00 6stL

5. PORTION FOR WHICH PERMISSION IS DESIRED (City Dock, Amphitheater, Gazabo, Road Closure etc.)

noon

6. ESTIMATE OF ANTICIPATED ATTENDANCE 500 people

7. NUMBER AND TYPE OF AUXILIARY VEHICLES/EQUIPMENT GOLF CARTS

8. ARTICLE IV SPECIAL EVENT ORDINANCE: FEES

- CLASS A: _____ \$100.00 up to 10,000 in attendance per day (plus tax in not a non-profit at current Fla rate)
- _____ \$150.00 10,000 - 40,000 in attendance per day (plus tax in not a non-profit at current Fla rate)
- _____ \$200.00 - 40,000 - 80,000 in attendance per day (plus tax in not a non-profit at current Fla rate)
- CLASS B: _____ \$75.00 per day (plus tax in not a non-profit at current Fla rate)

Any private entity/business(es) who are holding a function on private property that impacts neighboring businesses/residents within the City limits and, impacts City services will be assessed a fee amount accordingly.

Number of Days _____ Fee Required (Yes/No) _____ Check Enclosed? _____

9. OTHER COSTS: Fees will be determined at the pre-assessment meeting with the organizers and the City Department Heads.

10. Arrangements for police services are REQUIRED for fishing tournaments with 70 boats or more. Fishing Tournaments and other large event organizers are required to arrange for auxiliary vehicle/trailer parking per accompanying guidelines.

IMPORTANT INFORMATION

THIS FORM IS INTENDED FOR RESERVATION PURPOSES ONLY AND DOES NOT CONSTITUTE PERMISSION FOR USES DISALLOWED UNDER PALATKA'S MUNICIPAL CODE. PERMISSION GRANTED FOR USE OF PUBLIC PROPERTY COVERS MUNICIPAL PARK AREAS AND OTHER AREAS WITHIN THE CITY LIMITS. IT DOES NOT INCLUDE PERMISSION TO CLOSE PUBLIC STREETS OR HINDER PRIVATE PROPERTY. Organizers are required to contact the Palatka Parks Department office at 386-329-0100 for pre-planning purposes. ORGANIZERS/APPLICANTS WILL BE NOTIFIED WITHIN 30 DAYS OF ANY COMMENTS THEY MAY HAVE PERTAINING TO THIS EVENT'S ANTICIPATED IMPACT WITHIN THE CITY LIMITS.

Sec. 50-145. Any person or organization granted permission shall be bound by all park/city rules and regulations and all applicable ordinances as fully as though the same were inserted in this document, except for such rules and regulations as may be waived by such document or the City Commission.

Sec. 50-146. The person or persons to whom permission for use of city property is issued shall be liable for any loss, damage or injury sustained by any person whatsoever by reason of the negligence of the person or persons to whom such permission shall have been issued. Event liability insurance, naming the City of Palatka as an additional insured, is required prior to public events. Event liability insurance naming the City of Palatka as an additional insured is also required if a private event is taking place that will impact the City and the use of City Services.

ARTICLE V NOISE CONTROL Sec. 30-101 - 30-109: Permission for use of city property does not grant an automatic exemption to exceed maximum allowable noise levels. Complaints of adverse effects upon the community or surrounding neighborhood may result in revoking permission for use of City property for this activity.

10. CERTIFICATION: I HAVE READ AND UNDERSTAND THE ABOVE CONDITIONS UNDER WHICH THE CITY OF PALATKA HAS GRANTED PERMISSION FOR USE OF THE AREA DEFINED ON PAGE ONE OF THIS APPLICATION FOR THE PURPOSE STATED HEREIN, AND AGREE TO BE BOUND BY SAME.

April 7, 2009
DATE

Deborah M. Lycho
SIGNATURE OF APPLICANT

APPROVED:

ALLEN R. BUSH
CITY MANAGER

DATE

CHIEF OF POLICE

DATE

** If you want to use the concession stand, please contact Len Freeman of Downtown Palatka, Inc. at 386-328-8688.

RETURN TO:
City of Palatka
Parks Department
201 N. 2nd Street
Palatka, FL 32177

COPIES TO:
Police Department
Fire Department
Sanitation Department
Downtown Palatka, Inc

City Clerk
Chamber of Commerce
Keep Putnam Beautiful
Palatka Daily News
Mary Murphy, WebMaster

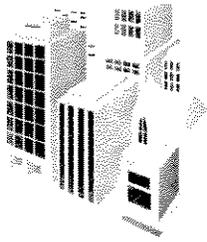
FOR ADDITIONAL INFORMATION PLEASE CALL THE PARKS DEPARTMENT AT 386-329-0100

American Cancer Society's Relay For Life
is scheduled for: April 24th - 25th 2009.
The event will be held from 6pm - Friday
till 11:00am on Saturday at Riverbreeze School.

Entertainment is scheduled from 6pm -
12 pm. Musical entertainment from local
youth groups and churches. The event
goes on through out the evening but the
P.A system will be shut down at midnight.
People from the community walk the track,
use the books and help celebrate cancer
survivors and honor those who have lost
the battle to cancer.

*Agenda
Item*

3h



CITY OF PALATKA
Betsy Jordan Driggers
City Clerk
201 N. 2nd Street
Palatka FL 32177
Phone: 386-329-0100
Fax: 386-329-0199
e-mail: bdriqgers@palatka-fl.gov

Memorandum

To: City Commission & Staff
From: Betsy Driggers, City Clerk
Date: April 16, 2009
Re: CRA Recommendations/Action Items

The next three Consent Agenda items come with recommendations for approval of the expenditure of Central Business District TIF funds, per the results of action taken at the Community Redevelopment Agency's 4/9/09 meeting. A copy of the minutes of that meeting are attached to this memorandum.

Please take action to consent to the following:

1. **Authorize Central Business District TIF funding in the amount of \$15,000.00** for two (2) downtown murals, per request of Conlee-Snyder Mural Committee
2. **Authorize Central Business District TIF funding in the amount of \$12,620.00** to reimburse the City of Palatka Better Place Funds for an engineering study conducted by Stone, Joca & Associates for St. Johns Avenue drainage FEMA Hazard Mitigation Grant
3. **Authorize Central Business District TIF funding in the amount of \$4,800.00** to reimburse the City of Palatka "Downtown Lighting" line item for downtown lighting panel repairs (Preston Electric invoice)

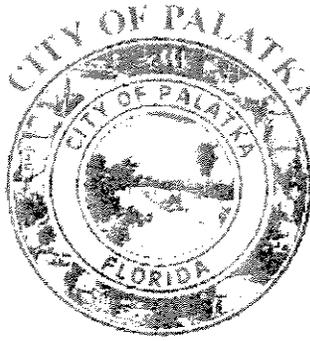
KARL N. FLAGG
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

VERNON MYERS
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



ELWIN C. "WOODY" BOYNTON, JR.
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

RUBY M. WILLIAMS
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.

**MINUTES
CITY OF PALATKA
COMMUNITY REDEVELOPMENT AGENCY
April 9, 2009; 4:00 p.m.**

Proceedings of a called meeting of the City of Palatka Community Redevelopment Agency held on the 9th day of April, 2009.

PRESENT:

Mayor	Karl N. Flagg
Commissioner	Mary Lawson Brown
Commissioner	Allegra Kitchens
Commissioner	Vernon Myers
Commissioner	James Norwood, Jr.
Member	Sam Deputy, Pres., Downtown Palatka, Inc.

Also Present: City Manager Elwin C. Boynton, Jr.; City Attorney Donald E. Holmes; City Clerk Betsy Jordan Driggers; Planning Director Jim Lee; Assistant Planning Director Debbie Banks.

CALL TO ORDER – Mayor Flagg called the meeting to order at 4:00 p.m. and read the following call, issued April 3, 2009:

TO MESSRS: MARY LAWSON BROWN, ALLEGRA KITCHENS, VERNON MYERS, JAMES NORWOOD, AND SAM DEPUTY:

You are hereby notified that a meeting of the Community Redevelopment Agency is called to be held at the regular meeting place of the Palatka City Commission, 201 N. 2nd Street, Palatka, on Thursday, April 9, 2009 at 4:00 p.m.

The purpose of the meeting is to make recommendations to the Palatka City Commission concerning the following items:

1. Execute a contract with Kimley-Horn & Associates, Inc. in the amount of \$23,000 to develop a CRA Plan for the North Historic and South Historic Districts, payments to be split evenly (\$11,500.00 each) between the North Historic District TIF Fund and South Historic TIF Fund, per concurrence of North and South Historic District Neighborhood
2. Conlee-Snyder Mural Committee Request to fund (2) Downtown Murals - \$15,000.00
 - a. New "Welcome to Palatka" Mural
 - b. Mary Lawson Hospital Historic Mural

201 N. 2ND STREET • PALATKA, FLORIDA 32177

PHONE: (386) 329-0100

www.cityofpalatka.com

FAX: (386) 329-0106

3. Reimburse the City of Palatka for engineering study for St. Johns Avenue Drainage (study conducted by Stone, Joca and Associates) - \$12,620.00
4. Reimburse the City of Palatka for downtown CBD electrical upgrades - \$4,800.00

/s/ Karl N. Flagg
Karl N. Flagg, MAYOR

The following commissioners acknowledged receipt of a copy of the foregoing notice of a special meeting on the 3rd day of April, 2009.

/s/ Mary Lawson Brown
COMMISSIONER

/s/ Allegra Kitchens
COMMISSIONER

/s/ James Norwood, Jr.
COMMISSIONER

/s/ Vernon Myers
COMMISSIONER

/s/ Sam Deputy
PRESIDENT
DOWNTOWN PALATKA, Inc.

(Vacant)
MAIN STREET MANAGER

INVOCATION – Commissioner Vernon Myers

PLEDGE OF ALLEGIANCE – Sam Deputy

DISCUSSION & RECOMMENDATION - CONTRACT WITH KIMLEY-HORN & ASSOCIATES, INC. in the amount of \$23,000 to develop a CRA Plan for the North Historic and South Historic Districts, payments to be split evenly (\$11,500.00 each) between the North Historic District TIF Fund and South Historic TIF Fund, per concurrence of North and South Historic District Neighborhood - Mr. Boynton said upon researching CRA plans, he discovered the North and South Historic Districts had no CRA Plan, which is required for any TIF district. As Kimley-Horn was chosen as the facilitator for the re-write of the CBD CRA Plan and is very familiar with the entire process and area, they were the logical choice to do this work. Lara Dietrich, the Planner/Facilitator, has done the research and met with both the North and South Historic District Neighborhood Associations, who are in favor of this. He has attached minutes from those respective Associations wherein their membership voted to approve this work and related TIF expenditure. Commissioner Kitchens moved to recommend approval and execution of a contract with Kimley-Horn & Associates in the amount of \$23,000 to develop a CRA Plan for the North and South Historic Districts, payment to be split between the districts, or \$11,500 each, from TIF funds. Commissioner Norwood seconded the motion, which passed unopposed.

DISCUSSION & RECOMMENDATION - CONLEE-SNYDER MURAL COMMITTEE REQUEST TO FUND TWO (2) DOWNTOWN MURALS - \$15,000.00

- a. New "Welcome to Palatka" Mural
- b. Mary Lawson Hospital Historic Mural

Commissioner Brown declared a conflict on this item, as one of the murals will go on the side of a building she owns.

Judy Rothschild, Chairman, Conlee-Snyder Mural Committee, said she came before them in December requesting money for murals, but because it was not in the CRA Plan, it was tabled until a provision was added. The provision has now been added to the Plan. They are planning two murals, one on Vice Mayor Brown's building, and are still looking for a location for the other. They need to know if this will be funded before they move further. Their associate member, Betty Sutliff, has come up with raw sketches for the Welcome to Palatka mural. For the mural depicting the Mary Lawson Hospital, they will have small portraits scattered on the side of the building. Some will be of medical professionals that worked at the Hospital, others will depict scenes of patients.

Commissioner Norwood asked if there is a recommendation coming from any of the TIF district associations? Mayor Flagg said when the request came before them in December, it was not in the scope of the plan. He asked if this is vetted anywhere else before it comes here. He asked if Mr. Deputy could disclose his relationship with the Committee. Mr. Deputy said he serves on the Board of the Conlee Snyder Mural Committee. The funding is being asked to come out of the CBD funding alone. This has been presented to downtown merchants through their representative that meets with them monthly. Since January's edition of Southern Living, where these murals were featured, there have been more visitors downtown. The Chamber has confirmed this. It is of great benefit to the City and quite successfully draws visitors to Palatka. Commissioner Norwood asked if this funding is available. Mr. Boynton said the funding was there when these expenditures were encumbered in December; this is just a more formal request for the funds. Commissioner Norwood moved to recommend approval of TIF funding in the amount of \$15,000 for two (2) downtown Murals. Commissioner Kitchens seconded the motion.

Christy Sanford, 312 Dodge Street, said she is all for the Conlee Snyder Mural Committee and all for art in public places, but wonders if they can have a competitive call for entries for the welcome to Palatka mural. She would also argue for \$10,000 each for these two projects. Since the money from the Downtown TIF has been in CDs, they've probably earned at least that much in the past year, so this is not unreasonable. Mrs. Rothschild responded that said she was asked to come up with a sketch to have something to present with this request, so she did. They typically ask two or three artists to submit sketches to the committee, and then a juried group of artists makes a recommendation and the entire committee votes on the sketches. They do have a competitive procedure.

There being no further discussion a vote was taken and the motion passed, five in favor and one abstention by Commissioner Brown. Mayor Flagg inquired as to whether or not the Mural Committee has a contingency fund, in the event this does not cover the entire costs. Mrs. Rothschild responded they do.

RECOMMENDATION TO REIMBURSE THE CITY OF PALATKA FOR AN ENGINEERING STUDY FOR ST. JOHNS AVENUE DRAINAGE (study conducted by Stone, Joca and Associates) - \$12,620.00 - per City Manager – Mr. Boynton said this project has been ongoing since he was Public Works Director. They have discussed several ways to do this drainage. After Tropical Storm Fay came through

last year, hazard mitigation grant money became available, and he has have applied for those funds to address this drainage improvement project. They had to submit preliminary engineering with the grant application and paid for that with Better Place Plan funds; however, he feels this expense should be born by TIF funds as it pertains to downtown. The entire \$12,620 should be paid from TIF. Mr. Deputy said they discussed this at the Downtown Palatka meeting, and were to write a letter of concurrence; however, he notes it did not make it to City Hall. In the 700 block, the water drains to the front, and there is no way to correct the issue unless the buildings are rebuilt. They have, in the past, taken care of this flooding on either end of this block through other means, but the 700 block still floods. They are in favor of this funding so the flooding can be alleviated; when it rains, it shuts down these businesses. Mr. Deputy moved to recommend the use of \$12,620 in TIF funds to reimburse the City of Palatka Better Place Funds expenditure for an engineering study for St. Johns Avenue hazard mitigation. Commissioner Kitchens seconded the motion, which passed unopposed. Commissioner Brown noted this will alleviate having to place sandbags in front of these buildings when it rains.

RECOMMENDATION TO REIMBURSE THE CITY OF PALATKA FOR DOWNTOWN CBD ELECTRICAL UPGRADES - \$4,800.00 - per City Manager –

Mr. Boynton said the City has made significant modifications to the current electrical panels which will benefit special events. The benefit is strictly to the CBD, and this money should be reimbursed to the City of Palatka Downtown Electrical Expense budget line item. Commissioner Brown moved to recommend authorization of \$4,800.00 TIF fund expenditure to reimburse the City of Palatka for downtown electrical expenses. Commissioner Kitchens seconded the motion, which passed unopposed.

REMARKS/COMMENTS

City Manager Boynton said the Chamber of Commerce will be advertising to fill the position of Main Street Manager. His office is working with the Chamber on re-writing the existing contract between the City and Chamber. Given the Main Street Manager's activities, they believe it is imperative to hire a manager now. The new relationship will be between the CRA and Chamber, not the City and Chamber, so the manager will likely be hired prior to the contract revision.

Commissioner Brown said Debbie Banks was the prior Main Street Manager, so they may want to use her expertise on the contract re-write. Mr. Boynton said Ms. Banks has been instrumental in helping him to re-write the contract. Ms. Kitchens asked if the funds to help pay for the Main Street Manger will still come from the CRA? Mr. Boynton said it has always been paid through TIF funds, and that is why the contract will be with the CRA. Mayor Flagg said he doesn't believe in turf wars; if everything is clear as to who is responsible for what, all they are interested in is victory in the City of Palatka. It does not matter as to who receives the recognition. They need to move forward.

Mr. Deputy concurred, saying some people have stepped into the "gap" and fulfilled duties that should have been fulfilled by the Main Street manager, and there are some folks that need to be thanked. Regarding the electrical, Mr. Deputy said Mr. Boynton needs some leeway on repairing the electrical service downtown and the

electrical needs to be extended down to the riverfront and to the "back" blocks adjoining St. Johns Avenue. They need to be more creative and bring festivals to the heart of downtown to involve more businesses, and not just to the riverfront. Mayor Flagg said that proposal can come administratively through the master plan and done in yearly phases. These upgrades were done because it was an immediate need to keep present levels of service for special events going. They don't want to stymie expansion due to lack of infrastructure; they should look at all infrastructure needs.

Commissioner Brown thanked Mr. Deputy for his intellectual curiosity, which helps them move forward. He comes forward with his ideas and participates. She appreciates that the downtown merchants are working better with the Commission; they all want change for the better.

Clint Snyder, 7300 Crill Avenue, #32, Palatka, thanked the Commission for their funding for the Conlee-Snyder Mural Committee and their mural projects. He has worked with the Commission on these murals for the last ten years, and has enjoyed excellent cooperation with the Commission and members of City staff.

Mr. Snyder displayed a proposed mural of a Downtown Palatka 1880's scene prior to the great fire, saying this mural will be entitled "The High Life of Palatka." It depicts a high wire act from the Cole Brother's Circus, and shows the old gas lights and "Lemon Street" street signs. The site will be located at 7th & St. Johns on the old Palm Furniture building, as it is a two-story building. Mr. Deputy noted this rendition comes from an actual photograph, and credited Lynda Crabill with researching the circus archives to confirm that the acrobat was from the Cole Circus. The artist is from Lake Placid, and the money is in the bank for this project. Commissioner Kitchens noted the "boggy area" on St. Johns Avenue with wooden sidewalks. According to her aunt, there were still wooden sidewalks here when she came here. According to her aunt, the circus act was somewhere around 3rd Street. Mr. Snyder noted the new mural on the Central States building, sponsored by Hudson-Pulp & Paper/G-P Corp. retirees. John Hodge was the artist. It depicts Danny Martinez, a former CEO, and Abraham Mazer, a man who pushed a push-cart full of paper on the streets of Hudson, NY and was the individual that started Hudson Pulp & Paper in 1946. The 2nd part of the mural shows the original Hudson Pulp & Paper plant. The last section shows the current G-P plant and the products manufactured there.

Commissioner Kitchens said Mr. Snyder will celebrate his 65th wedding anniversary on June 3.

ADJOURN – There being no further business to discuss, the meeting was adjourned at 4:35 p.m.

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THIS AGENCY 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

KARL N. FLAGG
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

BERNON MYERS
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



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

ELWIN C. "WOODY" ROYNTON, JR.
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

RUBY M. WILLIAMS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL I AMBERT
CHIEF FIRE DEPT.

DONALD F. HOLMES
CITY ATTORNEY

**AGENDA
CITY OF PALATKA
COMMUNITY REDEVELOPMENT AGENCY
April 9, 2009; 4:00 p.m.**

1. **CALL TO ORDER**
 - a. Invocation
 - b. Pledge of Allegiance
 - c. Roll Call
2. **APPROVAL OF MINUTES – 03-12-09**
3. **DISCUSSION & RECOMMENDATION - CONTRACT WITH KIMLEY-HORN & ASSOCIATES, INC.** in the amount of \$23,000 to develop a CRA Plan for the North Historic and South Historic Districts, payments to be split evenly (\$11,500.00 each) between the North Historic District TIF Fund and South Historic TIF Fund, per concurrence of North and South Historic District Neighborhood.
4. **DISCUSSION & RECOMMENDATION - CONLEE-SNYDER MURAL COMMITTEE REQUEST TO FUND TWO (2) DOWNTOWN MURALS - \$15,000.00**
 - a. New "Welcome to Palatka" Mural
 - b. Mary Lawson Hospital Historic Mural
5. **RECOMMENDATION TO REIMBURSE THE CITY OF PALATKA FOR ENGINEERING STUDY FOR ST. JOHNS AVENUE DRAINAGE** (study conducted by Stone, Joca and Associates) - \$12,620.00 - per City Manager
6. **RECOMMENDATION TO REIMBURSE THE CITY OF PALATKA FOR DOWNTOWN CBD ELECTRICAL UPGRADES - \$4,800.00 - per City Manager**
7. **REMARKS/COMMENTS**
8. **ADJOURN**

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THIS AGENCY 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.

201 N. 2ND STREET • PALATKA, FLORIDA 32177

PHONE: (386) 329-0100

www.cityofpalatka.com

FAX: (386) 329-0106

Agenda Item

3h-1

Conlee-Snyder Mural Committee, Inc.

P.O. Box 1901

Palatka, FL 32178-1901

Officers:

April 2, 2009

Dr. Judy Rothschild,
Chairwoman
John Alexander,
Vice Chairman
Lavinia Moody
Recording Secretary

Community Redevelopment Agency
City of Palatka
201 North 2nd Street
Palatka, FL 32177

Regina Lynn,
Corresponding Secretary

Vint Snyder,
Treasurer

Board of Directors

Gwen Alexander
Lynda Little Crabill
Sam Deputy
Lou Ginn
Marylou Johnson
Jordan Mathews
Frank Walker
Gwendolyn White

Dear Members of the CRA:

The Conlee-Snyder Mural Committee, Inc., is requesting a grant of \$15,000 for two proposed murals, a new *Welcome to Palatka* and the *Mary Lawson Hospital*. A number of people have mentioned that they miss the old *Welcome* mural, which was on a building that was torn down. The *Hospital* mural will celebrate the medical professionals, both black and white, who performed services to the community there.

The Conlee-Snyder Mural Committee, Inc., was formed in 1998 to provide for the public beautiful artwork in the form of wall murals as a part of the revitalization efforts in Downtown Palatka. Our mission statement reads, "To accurately depict the historical, cultural, and natural riches of Palatka and Putnam County in larger-than-life murals." In sharing these pictorial renderings with visitors and citizens, we believe that appreciation of and pride in the heritage of our community will be developed and enhanced.

Your consideration of this application is most appreciated.

Sincerely,



Dr. Judy Rothschild, Chair
Conlee-Snyder Mural Committee, Inc.

The Conlee-Snyder Mural Committee, Inc.

Post Office Box 1901
Palatka, Florida 32178-1901

Officers

Dr. Judy Rothschild
Chairwoman
John Alexander
Vice Chairman
Meghan Deputy
Recording Secretary
Regina Lynn
Corresponding
Secretary
Clint Snyder
Treasurer

Community Redevelopment Plan Agency
City of Palatka, Florida
Hon. Karl Flagg Mayor- Commissioner
Hon. Mary Lawson Brown Vice Mayor
Hon. Allegra Kitchens, Hon. Vernon Myers,
Hon. James Norword, Jr., Woody Boynton City
Manager, Sam Deputy of Downtown Palatka, and
Harry Eakam Main Street Manager

August 28, 2008

Board of Directors

Gwen Alexander
Lynda Little Crabill
Sam Deputy
Harry Eaken
Lou Ginn
Marylou Johnson
Jordan Mathews
Frank Walker
Gwendolyn White

We are applying for a grant of \$15,000.00 for of our proposed mural project, "They "Touched Our Lives." People who have been influential and brought fame to our community.

The Conlee-Snyder Mural Committee, Inc. was formed in 1998 to provide for the public beautiful artwork, in the form of wall murals, in the City of Palatka. Our mission statement reads, "To accurately depict the historical, cultural and natural riches of Palatka and Putnam County in larger-than-life murals." In sharing these pictorial renderings with visitors and citizens, appreciation of the heritage of the community will be enhanced and developed.

We have been told that our murals also encourage young people and others to work in the various fields and form of art. The Conlee-Snyder Mural Committee, Inc., currently has thirty murals. Individuals, organizations, businesses, and City of Palatka have donated the funding for most of our murals.



Your consideration of this application is most appreciated.

Sincerely,

Dr. Judy Rothschild
Chairwoman of Conlee-Snyder
Mural Committee, Inc.

Clinton R. Snyder
Chairman of Theme Research for the
Conlee-Snyder Mural Committee, Inc.

P.S. This Mural will be in the Downtown Palatka area. The six scenes in the mural will be 8 X 15.

Agenda Item

3h-2

201 N. 2nd Street
Palatka, FL 32177
Tel. (386) 329-0100
Fax (386) 329-0199

City of Palatka
Office of the City Manager

To: CRA Board Members
From: Woody Boynton, City Manager
Date: April 6, 2009
RE: Engineering Study for St. Johns Avenue and Oak Street

Attached is an engineering proposal from Stone Joca & Associates to perform preliminary engineering and hydraulic analysis of St. Johns Avenue (in the vicinity of 8th Street) and Oak Street (in the vicinity of 10th Street and 7th Street). The amount of this proposal is \$12,620.00. This engineering and hydraulic analysis is necessary in order to complete a FEMA Hazard Mitigation grant application. If successful this grant application will pay for up to 75% of the engineering and construction of the necessary improvements to alleviate flooding in this area. If unsuccessful it will provide a guideline for City crews to accomplish the work.

Although I have already authorized the work and have funded the engineering study under the Better Place (the grant was due April 6, 2009); it is my recommendation that this study should be funded by the CRA for the Central Business District. Therefore, it is my recommendation that \$12,620.00 be allocated from the CRA and transferred to the Better Place Fund.

The proposal from Stone Joca & Associates meets the guidelines of the City's procurement policies for professional services.

To: City of Palatka
201 N. 2nd Avenue
Palatka, FL 32177

Date: February 25, 2009
Project No.:
ATTN: Woody Boynton

**Re: Hazard Mitigation Grant Program (FEMA-1785-DR-FL)
Transportation and Drainage Improvements**

WE ARE SENDING YOU ATTACHED UNDER SEPARATE COVER VIA US MAIL THE FOLLOWING ITEMS:

SHOP DRAWINGS PRINTS PLANS SAMPLES SPECIFICATIONS
 COPY OF LETTER CHANGE ORDER

ATTACHED:

QUANTITY	DESCRIPTION
2	Two (2) original proposals for the above mentioned project

THESE ARE TRANSMITTED AS CHECKED: ACTION IS REQ'D ACTION IS NOT REQ'D

FOR APPROVAL APPROVED AS SUBMITTED RESUBMIT COPIES FOR APPROVAL
 FOR YOUR USE APPROVED AS NOTED SUBMIT COPIES FOR DISTRIBUTION
 AS REQUESTED RETURNED FOR CORRECTIONS RETURN CORRECTED PRINTS
 FOR REVIEW AND COMMENT _____
 FOR BIDS DUE: _____ PRINTS RETURNED AFTER LOAN TO US

Remarks: Please sign and return one (1) executed to Stone Engineering Group.
Thank you

cc: FILE

Signature: Megan McPheeters
Megan McPheeters

February 12, 2009

Mr. Elwin "Woody" Boynton, Jr.
City Manager
City of Palatka
201 N. 2nd Street
Palatka, FL 32177

**Re: Professional Services Proposal for
Hazard Mitigation Grant Program (FEMA-1785-DR-FL)
Transportation and Drainage Improvements**

Dear Mr. Boynton:

Stone Engineering Group (aka, Stone Joca & Associates), Inc. is pleased to submit to the City of Palatka this proposal for Professional Engineering Services in connection with your desire to provide drainage improvements (mitigation measures) to reduce or eliminate long-term flooding in certain areas of downtown.

PROJECT DESCRIPTION

The project consists of providing a conceptual design and plan in accordance with the Joint Hazard Mitigation Grant Program (HMGP) for proposed drainage improvements in the downtown area south of Reid Street (US 17/SR 100) and west of the St. Johns River. The conceptual design and plan will be included in the HMGP application which will be prepared by the City. The project area encompasses St. Johns Avenue from 7th Street to the railroad tracks and Oak Street from 7th Street to the railroad tracks. The localized flooding areas to be specifically mitigated include: 7th to 9th Streets on St. Johns Avenue, 9th Street between Oak Street and St. Johns Avenue, 10th to 11th Streets on Oak Street, and 7th to 8th Streets on Oak Street.

SCOPE OF SERVICES

Our services will be provided in the following Tasks:

Task 1 – Existing Conditions and Data Acquisition

Stone Engineering Group (SEG) shall review and evaluate standard published maps including USGS Quad, Flood Insurance Rate Map (FIRM), USGS Soils, and aeriels to analyze existing conditions against the flood events and design year storms. We will prepare exhibits to be included in the City's HMGP application. The City will provide detailed information concerning the flood events, damage to structures, costs, and available site photographs.

Task 2 – Topographic Survey

The survey route shall extend from the right-of-way line on the north side of St. Johns Avenue at 7th Street, south to Oak Street and along Oak Street to the railroad tracks, then north to St. Johns Avenue and down St. Johns Avenue back to 7th Street. The route survey shall include benchmarks, spot

elevations, drainage pipes with their sizes, drainage structures and inverts, edge of asphalt roadways, centerline, and tops of curbs. No subsurface utility investigation is included in this proposal.

Task 3 – Hydraulic Analysis and Calculations

SEG shall provide level of detail conveyance calculations for the proposed drainage improvements necessary to reduce or eliminate localized flooding in the flood prone areas. The calculations will include pipe capacity and drainage basin analysis based on the rational method. In addition, we will compare City-provided data to design year storms in order to more clearly define existing conditions.

Task 4 – Conceptual Design and Plan

SEG shall prepare a conceptual design and plan for the drainage improvements which will depict feasible pipe routing and drainage structure locations. Also, we will provide a brief problem summary and project scope as required by the HMGP application.

Task 5 – Cost Estimates

SEG shall prepare an order of magnitude cost estimate for the drainage improvements for the recommended concept.

Task 6 – Alternative Concept Analysis

SEG shall prepare an alternative concept for the drainage improvements. The concept analysis will include a project description, impacts and lump sum budget.

PROFESSIONAL FEES:

Our fees are outlined as follows:

Task 1: Existing Conditions and Data Acquisition	\$ 1,560
Task 2: Topographic Survey (Subconsultant)	\$ 3,850
Task 3: Hydraulic Analysis and Calculations	\$ 2,110
Task 4: Conceptual Design Plan	\$ 2,380
Task 5: Cost Estimate	\$ 970
Task 6: Alternative Concept Analysis	\$ <u>1,750</u>

TOTAL LUMP SUM FEE \$12,620

SERVICES EXCLUDED:

The above services and professional fees do not include consideration for the following:

- Road or Utility Improvements
- Landscape /Irrigation Design
- Wetland mitigation or Design
- Association/Committee/Commission Meetings
- Construction Engineering Services
- NPDES / SWPPP
- Stormwater Permitting
- Regulatory Agency Meetings and/or Approvals
- Off-Site Drainage Analysis
- Assistance w/ easements, plats or property descriptions

- Permit Application Fees

- Any Other Service Not Described in Task 1 through Task 6

- This rates and services proposal, if not executed by both parties, will remain in force only until April 12, 2009, unless otherwise agreed in writing.
- It is Stone Joca and Associates policy not to proceed until we have received a signed contract.

CLIENT RESPONSIBILITIES:

Client agrees to provide full, reliable information regarding its requirements for the project. In addition, the Client agrees to provide, at its expense and in a timely manner, the cooperation of its personnel, legal counsel and such additional information with respect to the project as may be required from time to time by Stone Joca & Associates in the performance of our work. The Client shall designate a Project Representative authorized to act on behalf of the Client with respect to this Agreement and agrees to render any decisions promptly to avoid unreasonable delay to the project and the performance of Stone Joca & Associates work.

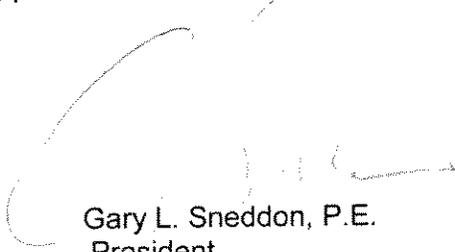
DESIGN APPROVALS:

Mr. Elwin "Woody" Boynton Jr., City Manager, has been designated as the Client Representative who will be responsible for design direction for this project and has authority for project decision approval. In the event that the engineering decisions, as approved by Mr. Boynton are rejected by others, and additional engineering is required, such redesign services shall be compensated as extra services at our standard hourly rates.

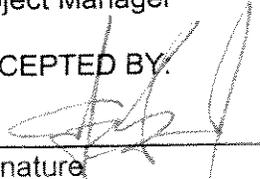
Stone Joca & Associates is very excited about working with the City of Palatka on this project and trust that this proposal is responsive to your needs. Should you find this proposal acceptable, please authorize a purchase order or other authorization mechanism, as you deem appropriate. If you have any questions during your evaluation of the proposal, please do not hesitate to contact me.

Sincerely,
STONE JOCA & ASSOCIATES, INC.


Paul E. Ina, P.E.
Project Manager


Gary L. Sneddon, P.E.
President

ACCEPTED BY:



Signature

Elwin C. Boynton Jr., City Manager

Print Name & Title

2/26/09

Date

Enclosures:

General Conditions – Rate Schedule

STONE JOCA & Associates

PROJECT NAME: Paiatka CDBG Bowling Alley
 PS, FM and WIM Fee Estimate
 ESTIMATE BY: G. Reed

PROFESSIONAL SERVICES BUDGET ESTIMATE

DATE: 02/23/09

TASK DESCRIPTION		PRINCIPAL \$165.00	SR. PROJ MANAGER \$145.00	PROJECT ENGINEER \$125.00	SR. DESIGNER/ FIELD REP. \$115.00	CADD TECH \$80.00	CLERICAL \$50.00	TOTALS	
								HOURS	COST
Task 1-Existing Conditions and Data Acquisition	Hrs	0	0	4	6	4	1	15	
	Cost	\$0.00	\$0.00	\$500.00	\$690.00	\$320.00	\$50.00		\$1,560.00
Task 2-Topographic Survey	Hrs	0	0	0	2	4	0	6	
	Cost	\$0.00	\$0.00	\$0.00	\$230.00	\$320.00	\$0.00		\$3,850.00
Task 3-Hydraulic Analysis and Calculations	Hrs	0	0	8	6	4	2	20	
	Cost	\$0.00	\$0.00	\$1,000.00	\$690.00	\$320.00	\$100.00		\$2,110.00
Task 4-Conceptual Design and Plan	Hrs	0	0	4	8	12	0	24	
	Cost	\$0.00	\$0.00	\$500.00	\$920.00	\$960.00	\$0.00		\$2,380.00
Task 5-Cost Estimate	Hrs	0	0	2	4	2	2	10	
	Cost	\$0.00	\$0.00	\$250.00	\$460.00	\$160.00	\$100.00		\$970.00
Task 6-Alternative Concept Analysis	Hrs	0	0	2	8	6	2	18	
	Cost	\$0.00	\$0.00	\$250.00	\$920.00	\$480.00	\$100.00		\$1,750.00
	Hrs	0	0	0	0	0	0	0	
	Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
	Hrs							0	
	Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
	Hrs	0	0	0	0	0	0	0	
	Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
	Hrs	0	0	0	0	0	0	0	
	Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
TOTALS:	Hrs	0	0	20	34	32	7	93	
	Cost	\$0.00	\$0.00	\$2,500.00	\$3,910.00	\$2,560.00	\$350.00		\$12,620.00

Agenda Item

3h-3

201 N. 2nd Street
Palatka, FL 32177
Tel. (386) 329-0100
Fax (386) 329-0199

City of Palatka
Office of the City Manager

To: CRA Board Members

From: Woody Boynton, City Manager

Date: April 6, 2009

RE: Downtown Electrical Panels

A recent survey was conducted of all downtown electrical panels by Joff Filion and Jeff Norton. The following items were identified to be corrected on all panels:

1. Upgrade to include GFI protection.
2. Knockouts to be inserted as needed.
3. All panels to be properly labeled.
4. Provide breaker blanks as needed.
5. Provide IDs for all panels.
6. Provide junction boxes and other internal upgrades as noted by Joff Filion.

Joff Filion and Jeff Norton met with Gary Gresham of Preston Electric and solicited the attached estimates. This work was been completed prior to the Azalea Festival and charged to the downtown lighting line item. However, we believe that this work should be billed to the Central Business District CRA. This work is not considered maintenance work but necessary upgrades to our current facilities. This work will provide a safer environment for future festivals, parades and any user of the electrical systems located on St. Johns Avenue.

This proposal meets the guidelines of the City's procurement policies for contractual services. It is my recommendation that \$4,800.00 be allocated from the Central Business District CRA and transferred to the General Fund specifically the Downtown lighting line item.

Should you have any questions, please do not hesitate to call.

PRESTON ELECTRIC OF PUTNAM COUNTY, INC.
P.O. BOX 816
PALATKA, FLORIDA 32178-0816
(904)325-3355
EC 1752

JANUARY 26, 2009
JEFF NORTON
CITY HALL
PALATKA, FL. 32177

WE HEREBY PROPOSE TO FURNISH LABOR AND MATERIAL TO REPAIR CITY OWNED PANEL AS PER NOTES FROM INSPECTOR

ALL WORK TO BE COMPLETED IN A WORKMANLIKE MANOR ACCORDING TO STANDARD PRACTICES. ANY ALTERATION OR DEVIATION FROM THE PLANS OR SPECIFICATIONS INVOLVING EXTRA COST, WILL BE EXECUTED ONLY ON WRITTEN ORDERS, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE CONTRACT PRICE. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS OR DELAYS BEYOND OUR CONTROL. THE OWNER OR OTHERS TO CARRY FIRE, TORNADO AND OTHER NECESSARY INSURANCE. OUR WORKERS ARE FULLY COVERED BY WORKER'S COMPENSATION INSURANCE.

WE WILL FURNISH THE LABOR AND MATERIALS COMPLETE IN ACCORDANCE WITH THE ABOVE SPECIFICATIONS, FOR THE SUM OF ONE THOUSAND SEVEN HUNDRED AND FIFTY DOLLARS (\$1,750.00) PAYMENT TO BE IN FULL WHEN COMPLETED.

A U T H O R I Z E D S I G N A T U R E Gary D. Gresham
Jr.

THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED IN THIRTY DAYS.

ACCEPTANCE OF PROPOSAL

THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS STATED ABOVE.

ACCEPTED: DATE 2/26/09 SIGNATURE _____

Jeff Edick
City Manager

PRESTON ELECTRIC OF PUTNAM COUNTY, INC.
P.O. BOX 816
PALATKA, FLORIDA 32178-0816
(904)325-3355
EC 1752

JANUARY 26, 2009
JEFF NORTON
CITY HALL
PALATKA, FL. 32177

THIS IS AN APPROXIMATE ESTIMATE ON DOWN TOWN PALATKA PANEL CORRECTIONS AS PER INSPECTOR.

ALL WORK TO BE COMPLETED IN A WORKMANLIKE MANOR ACCORDING TO STANDARD PRACTICES. ANY ALTERATION OR DEVIATION FROM THE PLANS OR SPECIFICATIONS INVOLVING EXTRA COST, WILL BE EXECUTED ONLY ON WRITTEN ORDERS, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE CONTRACT PRICE. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS OR DELAYS BEYOND OUR CONTROL. THE OWNER OR OTHERS TO CARRY FIRE, TORNADO AND OTHER NECESSARY INSURANCE. OUR WORKERS ARE FULLY COVERED BY WORKER'S COMPENSATION INSURANCE.

WE WILL FURNISH THE LABOR AND MATERIALS COMPLETE IN ACCORDANCE WITH THE ABOVE SPECIFICATIONS, FOR THE SUM OF THREE THOUSAND AND FIFTY DOLLARS (\$3,050.00) PAYMENT TO BE IN FULL WHEN COMPLETED.

AUTHORIZED SIGNATURE Gary D. Gresham Jr.

THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED IN THIRTY DAYS.

ACCEPTANCE OF PROPOSAL

THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS STATED ABOVE.

ACCEPTED: DATE 2/26/09 SIGNATURE Jeff Nelson
For City Manager

Agenda Item

4

**CITY OF PALATKA CITY COMMISSION
AGENDA ITEM**

ITEM: Public hearing to amend the Downtown Business (DB) and Downtown Riverfront (DR) zoning districts to include additional permitted uses, conditional uses, and a reduction in parking standards. Second reading.

DEPARTMENT: Building & Zoning

AGENDA SECTION: Public hearing item

ATTACHMENTS:

1. Draft zoning changes.
2. March 3, 2009 Planning Board Minutes
3. Amended ordinance.
4. Letter received March 3, 2009, from Downtown Palatka, Inc in support of the proposed changes.
5. April 9, 2009, memorandum from Commissioner Allegra Kitchens.

DATE: April 23, 2009

SUMMARY HIGHLIGHTS:

In October of 2008, a group of property and business owners approached Woody Boynton about what the City could do to help make downtown more "business friendly." Staff was asked to attend that meeting and consequently directed to work with the group to review zoning and parking concerns.

The group looked at the downtown zoning of several cities either similar in size to Palatka or with successful occupancy patterns, and consulted with staff to review types of uses they would like to see added to our downtown. The majority of the new uses are from the successful model in Deland. Julie Sorenson volunteered to provide a final document for presentation to the Planning Board and has spent many hours working with staff and the group. Angela Murtagh presented this information to the Planning Board on March 3, 2009 with support from other downtown business owners. It is anticipated that a member of this group will make this presentation to the City Commission.

The Planning Board made a motion to recommend the City Commission approve the zoning modifications at their March 3rd meeting.

The document before you includes additional permitted and conditional uses to the Downtown Business (DB) and Downtown Riverfront (DR) zoning districts and removing the parking standard of 1 space for each 1000 square feet of gross floor area. Two public hearings before the City Commission are required for these zoning changes and the second public hearing is scheduled for April 23, 2009.

At the hearing on April 9, 2009, three people spoke in favor of these changes. After review of Commissioner Kitchens memorandum of April 9, 2009, the City Commission added, "Fraternal organizations" as a permitted use in the Downtown Business (DB) zoning district. This addition has been reflected in the attached ordinance as Section 94-162 (b)(2) h, for alphabetical reasons.

RECOMMENDED ACTION:



Approval of the attached ordinance to amend the Downtown Business (DB) and Downtown Riverfront (DR) zoning districts and related parking standards.

AGENDA ITEM NUMBER:

AGENDA PAGE NUMBER:



This instrument prepared by:
Jim Lee
201 N 2nd Street
Palatka, Florida 32177

ORDINANCE NO. 09-

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA AMENDING THE OFFICIAL ZONING REGULATIONS OF THE CITY OF PALATKA, FLORIDA, BY AMENDING SECTION 94-161 DOWNTOWN RIVERFRONT DISTRICT AND SECTION 94-162 DOWNTOWN BUSINESS DISTRICT TO ALLOW ADDITIONAL PERMITTED PRINCIPAL USES, ACTIVITIES, AND STRUCTURES, PERMITTED ACCESSORY USES, ACTIVITIES, AND STRUCTURES, CONDITIONAL USES, ACTIVITIES, OR STRUCTURES, CONDITIONAL ACCESSORY USES, ACTIVITIES OR STRUCTURES, AND OFF-STREET PARKING AND LOADING, AND AMENDING SECTION 94-262 REQUIRED NUMBER OF PARKING SPACES, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Palatka, Florida, is authorized by Chapter 166, Florida Statutes, to adopt ordinances and resolutions necessary for the exercise of its powers to protect the health, safety, and general welfare of its citizens and to prescribe fines and penalties for the violations of ordinances in accordance with law, and

WHEREAS, the City Commission has recognized the need to revise the zoning regulations in the downtown area of the City of Palatka, and

WHEREAS, the City Commission desires to provide a stimulus to downtown by increasing the uses allowed in the two downtown zoning districts, and

WHEREAS, the Planning Board conducted a duly advertised public hearing on March 3, 2009, and recommended approval of the amendments to the uses allowed in the Downtown Riverfront and Downtown Business zoning districts and parking requirements to the City Commission, and

WHEREAS, the City Commission conducted duly advertised public hearings on April 9, 2009, and April 23, 2009, and

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

Section 1. Section 94-161 Downtown Riverfront District

(b) *Permitted principal uses, activities, and structures.* Unless otherwise expressed herein, uses not specifically listed as permitted shall be prohibited. Sale, display preparation, and repair incidental to sales and storage shall be conducted on private property only. 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.
- o. Delicatessens.
- p. Department and discount stores.
- q. Electronics and appliances (including incidental repairs).
- r. Flowers and gifts.
- s. Fish and seafood shops (retail).
- t. Furniture stores.
- u. Gifts.
- v. Gourmet shops.
- w. Grocery stores.
- x. Hardware stores.
- y. Health food shops.
- z. Hobby shops.
- aa. Jewelers (including incidental repair).
- bb. Leather goods and luggage.
- cc. Marine hardware and supplies shops.
- dd. Mobile food vendors and push carts.
- ee. Musical instruments and supplies.
- ff. Office equipment and furniture and supplies.
- gg. Pet stores.
- hh. Pharmaceuticals.
- ii. Plant shops.
- jj. Specialty foods.
- kk. Sporting goods.
- ll. Sundries and notions.
- mm. Wearing apparel.
- 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.
- 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)
- o. Photographic studios.
- p. Restaurants with or without drive-in facilities, 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.

(5) Residential uses shall be as follows:

- a. Residential dwellings existing prior to May 1, 2003.
- b. New (after May 1, 2003) residential dwelling units consisting of two or less units located above the first floor of a commercial use.
- c. New (after May 1, 2003) residential dwelling units consisting of three or more units located above the first floor of a commercial use allowed as a conditional use only. (See also subsection (e) of this section)

(6) Government uses, activities, and structures.

(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.
- (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.

(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) Residential dwellings on the first floor constructed or converted after May 1, 2003.
- (7) Roadside vending.
- (8) Rooming and boarding houses.
- (9) 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.
- (2) Colleges, vocational schools and preschools.
- (3) Community production or movie theaters.
- (4) Convention facilities.
- (5) Dry cleaning and laundry retail service and self service establishments.
- (6) Dwelling, one family or single family, excluding parcels

- abutting St. Johns Avenue.
- (7) Farmers Market.
 - (8) Hotels and motels.
 - (9) Marinas, with or without fuel dispensing facilities.
 - (10) Multi-level parking facilities and commercial parking lots.
 - (11) 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).
 - (12) Outdoor amphitheaters and parks.
 - (13) Residential dwellings consisting of three or more units located above the first floor of a commercial use.
 - (14) 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. Architectural and aesthetic appearance shall be maintained and compatible with the unique historic character downtown.

- (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
 1. Front: 0 feet.
 2. Side: 0 feet.
 3. Rear: 0 feet.
- (2) For residential uses: All new (after May 1, 2003) residential uses shall be above the first floor 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: 500 total square feet.
 - b. Two bedroom: 650 total square feet.
 - c. Three bedroom: 800 total square feet.
 - d. Each additional bedroom: add 150 total square feet.
 - e. Maximum building or structure height: 60 feet.
 - f. Maximum Density: Unrestricted.

(i) Off-street parking and loading. (See also section 94-262 of article V.) Parking requirements are as follows:

- (1) Residential: One space per dwelling unit.

Section 2. Section 94-162 Downtown Business District

(b) Permitted principal uses, activities, and structures. Unless otherwise expressed herein, uses not specifically

listed as permitted shall be prohibited. Sale, display preparation, and repair incidental to sales and storage shall be conducted on private property only. Permitted principal uses and structures in the Downtown Business (DB) District are as follows:

(1) General retail establishments which include the sale of:

- 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 shop.
- k. Billiards parlor and indoor recreation and amusement facilities.
- l. Books and periodicals.
- m. Cameras (including incidental repairs) and photographic supplies.
- n. Candy and confectionary shops.
- o. Convenience stores without gas pumps.
- p. Delicatessens.
- q. Department and discount stores.
- r. Electronics and appliances(including incidental repairs).
- s. Fish and seafood markets(retail).
- t. Flowers and gifts.
- u. Furniture and home furnishings(new and used).
- v. Gifts.
- w. Gourmet Shops.
- x. Grocery stores.
- y. Hardware.
- z. Health food shops.
- aa. Hobby shops.
- bb. Jewelry (including incidental repair).
- cc. Leather goods and luggage.
- dd. Marine hardware and supplies.
- ee. Mobile food vendors and pushcarts.
- ff. Musical instruments including instruction.
- gg. Office equipment, furniture, and supplies.
- hh. Pet stores.
- ii. Plant shops.
- jj. Pharmaceuticals.
- kk. Specialty and gourmet foods.
- ll. Sporting goods.
- mm. Sundries and notions.
- nn. Toys.
- oo. Wearing apparel.
- pp. 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 shops, mailbox and shipping stores.
- f. Dance and music studios.
- g. Fitness centers.
- h. Fraternal organizations.
- i. Funeral homes.
- j. Health spas.
- k. Interior designers and decorators.
- l. Job printing.
- m. Martial arts or comparable physical activities.
- n. Museums and galleries
- o. Package liquor stores without drive-through facilities.
- p. Pet grooming without overnight boarding.
- q. Photographic studios.
- r. Restaurants with or without drive-in facilities, 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. Architects 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 shall be as follows:

- a. Residential dwellings existing prior to May 1, 2003.
- b. New (after May 1, 2003) residential dwelling units consisting of two or less units located above the first floor of a commercial use.
- c. New (after May 1, 2003) residential dwelling units consisting of three or more units located above the first floor of a commercial use allowed as a conditional use only (See also subsection (e) of this section).
- d. 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) Government uses, activities, and structures.

(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.
- (2) Laundry and dry cleaning facilities.
- (3) Making of goods as a course of instruction.
- (4) Outside sale and display of goods at city approved functions and events.
- (5) Warehousing and/or storage completely enclosed within the principal building.

(d) Prohibited uses, activities, and structures.

In addition to the expressly prohibited uses, activities, and structures listed herein, any uses, activities, or structures not listed are not permitted. 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) Manufacturing, fabrication, and assembly activities, except as a conditional accessory use.
- (4) Outside sale, display, rental, or storage of construction equipment, rental trucks and trailers.

- (5) Residential dwellings on the first floor constructed or converted after May 1, 2003.
- (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.
- (2) Colleges, vocational schools and preschools
- (3) Community production or movie theaters.
- (4) Convention facilities.
- (5) Dwelling, one-family or single-family, excluding parcels abutting St. Johns Avenue
- (6) Farmers Markets.
- (7) Fraternal organizations.
- (8) Hotels and motels.
- (9) Multi-level parking facilities and commercial parking lots.
- (10) Pawn shops.
- (11) Residential dwellings consisting of three or more units located above the first floor of a commercial use.
- (12) 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) Drive-through facilities.
- (3) Making of goods for sale at retail on the premises.
- (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. Architectural and aesthetic appearance shall be maintained and compatible with the historic character downtown.

(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
- f. Minimum yards.
 1. Front: 0 feet.
 2. Side: 0 feet.
 3. Rear: 0 feet.

(2) For residential uses: All new (after May 1, 2003) residential uses shall be above the first floor 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: 500 total square feet.
- b. Two bedroom: 650 total square feet.
- c. Three bedroom: 800 total square feet.
- d. Each additional bedroom: add 150 total square feet.
- e. Maximum building or structure height: 60 feet
- f. Maximum Density: Unrestricted.

(i) **Off-street parking and loading.** (See also section 94-262 of article V.) Parking requirements are as follows:

- (1) Residential: One space per dwelling unit. .

Section 3.

Sec. 94-262. Required number of parking spaces.

- (a) For all districts except DB and DR, off-street parking requirements are as follows:
 - (b) For uses in the DB and DR districts, off-street parking requirements are as follows:
 - (1) Residential dwellings: One space per dwelling unit.

Section 4. Should any section, subsection, sentence, clause, phrase or portion of this Ordinance be held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate distinct and independent provision and shall not affect the validity of the remaining portion.

Section 5. This Ordinance shall become effective upon passage as provided by law.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 23rd day of April, 2009.

CITY OF PALATKA

BY: _____
 Its Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney

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 (see attached map). 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 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. Sale, display preparation, and repair incidental to sales and storage shall be conducted on private property only. Permitted principal uses, activities, and structures in the Downtown Riverfront District are as follows:

(1) General retail establishments which include the sale of:

- a. Antiques and collectibles
- b. Appliances.
- c. Arcades.
- d. Art.
- e. Arts and crafts.
- f. Auction houses.
- g. Bakeries(etail).
- 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. Delicatessens.
- p. Department and discount stores.
- q. **Electronics** and appliances (including incidental repairs).
- r. **Florists** Flowers and gifts.
- s. Fish and seafood shops (fresh).
- t. Furniture stores.
- u. Gifts.
- v. ~~Gift shops~~
- w. ~~Gift shops~~
- x. ~~Gift shops~~
- y. ~~Gift shops~~
- z. ~~Hobby items~~ shops.
- aa. **Jewelry** shops (including incidental repair).
- bb. Leather goods and luggage.

- cc. Marine hardware and supplies shops.
- dd. Mobile food vendors and push carts.
- ee. Musical instruments and supplies.
- ff. Office equipment and furniture and supplies.
- gg. Pet stores.
- hh. Pharmaceuticals.
- ii. Plant shops.
- jj. Specialty ~~and gourmet~~ foods.
- kk. Sporting goods.
- ll. Sundries and notions.
- mm. Wearing apparel.
- 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* ~~for on-premise consumption of alcoholic beverages.~~ (See Chapter 10)
- d. Coffee shops.
- e. Copy, mailbox, or shipping shops.
- f. Dance studios.
- g. Fitness centers.
- h. Fraternal organizations.
- i. Health spas.
- j. Interior ~~decorators.~~—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)
- o. Photographic studios.
- p. Restaurants with or without drive-in facilities, 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. Attorneys' offices
- c. Business offices.
- d. Consulting services
- e. Financial offices without drive-through facilities.
- f. Insurance and investment services
- g. Information services
- h. Medical offices.

- i. Real estate offices and related services.
- j. Surveyor offices.

(4) Houses of worship and accessory facilities.

(5) Residential uses shall be as follows:

- a. Residential dwellings existing prior to May 1, 2003.
- b. New (after May 1, 2003) residential dwelling units consisting of two or less units located above the first floor of a commercial use.
- c. New (after May 1, 2003) residential dwelling units consisting of three or more units located above the first floor of a commercial use allowed as a conditional use only. (See also subsection (e) of this section.)

(6) Government uses, activities, and structures ~~existing prior to May 1, 2003.~~

(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.
- ~~(2) Bait and tackle shops, marine hardware and supplies. (moved to permitted uses)~~
- (2) Boat repair and sales as an integral part of a marina.
- ~~(3) Billiard tables and coin-operated games. (moved to permitted uses)~~
- (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.

(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) Residential dwellings on the first floor constructed or converted after May 1, 2003.
- (7) Roadside vending.
- (8) Rooming and boarding houses.
- (9) 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) ~~Action galleries~~ *moved to permitted*
- (2) ~~Billiard parlors, game rooms and arcades.~~ *Moved to permitted*
- (1) ~~Buildings and structures over 60 feet in height.~~
- (1) Car wash facilities
- (2) Colleges, vocational schools and preschools.
- (3) Community production or movie theaters.
- (4) Convention facilities.
- (5) Dry cleaning and laundry retail service and self-service establishments.
- (6) Dwelling, one-family or single family, excluding parcels abutting St. Johns Avenue.
- (7) Farmers Market
- (8) Hotels and motels.
- (9) Marinas, with or without fuel dispensing facilities.
- (10) Multi-level parking facilities and commercial parking lots.
- (11) 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).
- (12) Outdoor amphitheatres and parks.
- (13) Residential dwellings consisting of three or more units located above the first floor of a commercial use.
- (14) 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) ~~Fitness centers, health spas, multi-purpose recreational facilities, and swimming pools.~~ *Moved to permitted uses.*
- (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.
- (6) ~~Schools and pre-schools.~~ *Moved to conditional uses.*
- (5) Wall graphics.
- (g) Development standards.** Architectural and aesthetic appearance shall be maintained and compatible with the unique historic character downtown.
- (1) For commercial uses:
- Maximum density: Not applicable.
 - Minimum lot area: Unrestricted.
 - Minimum lot width: 25 feet.
 - Minimum lot coverage: Not applicable.

- e. Maximum building or structure height: ~~85 feet~~ *60 feet* (~~conditional use approval required for buildings and structures over 60 feet in height~~).
- f. Minimum yards.
 - 1. Front: 0 feet.
 - 2. Side: 0 feet.
 - 3. Rear: 0 feet.
- (2) For residential uses:** All new (after May 1, 2003) residential uses shall be above the first floor 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: 500 total square feet.
 - b. Two bedroom: 650 total square feet.
 - c. Three bedroom: 800 total square feet.
 - d. Each additional bedroom: add 150 total square feet.
 - e. Maximum building or structure height: ~~85 feet~~ *60 feet* (~~conditional use approval required for buildings and structures over 85 feet in height~~).
 - f. Maximum Density: Unrestricted.
- (h) Marquees, banners, flags, canopies, and fixed awnings.** All marquees, banners, flags, canopies, and fixed awnings shall have at least eight feet of vertical clearance, between the lowest point or projection and a sidewalk immediately below.
- (i) Off-street parking and loading.** (See also section 94-262 of article V.) Parking requirements are as follows:
 - (1) Residential: One space per dwelling unit.
 - ~~(2) All other uses: One space for each 1,000 square feet of gross floor area.~~
- (j) Permitted signs.** In addition to the requirements of chapter 62 -- signs, this district also allows one A-frame, sandwich sign, or menu board per building front placed on a public sidewalk provided that such sign shall be a uniform size of two feet in width and three feet in height, as measured by any single face, and that such signs are placed on the sidewalk in such a manner so as to maintain a minimum of 48 inches of clear area on the adjacent sidewalk. These signs are to be of rigid, weather resistant material such as wood, metal, or plastic.
(Ord. No. 03-11, § 1, 4-24-2003)

Sec. 94-162. 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 from 4th Street to the railroad tracks and Oak Street and Laurel Street from 4th Street to the railroad tracks (see attached map).
- (b) Permitted principal uses, activities, and structures.** Unless otherwise expressed herein, uses not specifically listed as permitted shall be prohibited. Sale, display preparation, and repair incidental to sales and storage shall be conducted on private property only. Permitted principal uses and structures in the Downtown Business (DB) District are as follows:

(1) General retail establishments which include ~~the sale of~~:

- a. Antiques and collectibles.
- b. Appliances
- 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 shop.
- k. Billiards parlor and indoor recreation and amusement facilities
- l. Books and periodicals.
- m. Cameras (including incidental repairs) and photographic supplies.
- n. Candy and confectionary shops
- o. Convenience stores without gas pumps
- p. Delicatessens
- q. Department and discount stores
- r. **Electronics** and appliances (including incidental repairs)
- s. Fish and seafood markets (retail)
- ~~t. Florists.~~ Flowers and gifts
- u. Furniture and home furnishings (new and used)
- v. **Gifts.**
- w. Gourmet Shops
- x. Grocery stores
- y. **Hardware.**
- z. Health food shops
- aa. Hobby shops
- ~~ab. Home furnishings. (Covered under Furniture)~~
- bb. Jewelry (including incidental repair).
- cc. Leather goods and luggage.
- dd. Marine hardware and supplies
- ee. Mobile food vendors and pushcarts
- ff. Musical instruments including instruction.
- gg. Office equipment, furniture, and supplies.
- hh. Pet stores
- ii. Plant shops
- jj. Pharmaceuticals.
- kk. Specialty and gourmet foods.
- ll. Sporting goods.
- mm. Sundries and notions.
- nn. ~~Televisions and appliances (including incidental repair)~~ *included under Electronics*
- 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 ~~for on-premise consumption of alcoholic beverages.~~ (See Chapter 10)
- d. Coffee shops.
- e. Copy shops, mailbox and shipping stores.
- f. Dance and music studios.
- g. Fitness centers
- h. Funeral homes.
- i. Health spas
- j. ~~Interior decorators,~~ designers and decorators
- k. Job printing.
- l. Martial arts or comparable physical activities.
- m. Museums and galleries
- n. Package liquor stores without drive-through facilities.
- o. Pet grooming without overnight boarding.
- p. Photographic studios.
~~Postal and shipping facilities.~~ *Covered under Copy shops.*
- q. Restaurants with or without drive-in facilities, but without drive-through facilities.
- r. Shoe repair shops.
- s. Tailor shops
- t. Travel agencies.
- u. Trophy and awards sales and assembly
- v. Upholstery and reupholstery shops

(3) Professional establishments shall include:

- a. Architects and related services
- b. Attorneys 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 shall be as follows:**

- a. Residential dwellings existing prior to May 1, 2003.
- b. New (after May 1, 2003) residential dwelling units consisting of two or less units located above the first floor of a commercial use.
- c. New (after May 1, 2003) residential dwelling units consisting of three or more units located above the first floor of a commercial use allowed as a conditional use only. (See also subsection (e) of this section.)

d. 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) Government uses, activities, and structures.

(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.

~~(2) Billiard tables and coin operated games. Moved to permitted uses~~

(2) Laundry and dry cleaning facilities

(3) Making of goods as a course of instruction.

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

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

(d) *Prohibited uses, activities, and structures.* In addition to the expressly prohibited uses, activities, and structures listed herein, any uses, activities, or structures not listed are not permitted. 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) Manufacturing, fabrication, and assembly activities, except as a conditional accessory use.

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

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

(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) Auction galleries. Moved to permitted uses~~

~~(2) Billiard parlors, game rooms, arcades, and other indoor recreational activities. Moved to permitted uses.~~

~~(1) Buildings and structures over 85 feet in height.~~

~~(1) Car wash facilities.~~

~~(2) Community production or movie theaters.~~

(3) Community production or movie theaters.

(4) Convention facilities.

~~(6) Fitness centers, health spas, multi-purpose recreational facilities, and swimming pools. Moved to permitted uses~~

- (4) Dwelling, one-family or single-family, excluding parcels abutting St. Johns Avenue.
- (5) Farmers Markets
- (6) Fraternal organizations.
- (7) Hotels and motels.
- (8) Multi-level parking facilities and commercial parking lots.
- (9) Pawn shops.
- (10) Residential dwellings consisting of three or more units located above the first floor of a commercial use.
- (11) 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) Drive-through facilities.
- (3) Making of goods for sale at retail on the premises.
- (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) Schools and pre-schools. Moved to conditional uses~~

- (7) Wall graphics.

(g) *Development standards.* Architectural and aesthetic appearance shall be maintained and compatible with the historic character downtown.

(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: ~~85 feet (0) feet (conditional use approval required for height of 61 feet and above).~~
- f. Minimum yards.
 1. Front: 0 feet.
 2. Side: 0 feet.
 3. Rear: 0 feet.

(2) For residential uses: All new (after May 1, 2003) residential uses shall be above the first floor 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: 500 total square feet.

- b. Two bedroom: 650 total square feet.
- c. Three bedroom: 800 total square feet.
- d. Each additional bedroom: add 150 total square feet.
- e. Maximum building or structure height: ~~85 feet~~ *60 feet* (Conditional use approval required for height of ~~61 feet and above~~).
- f. Maximum Density: Unrestricted.

(h) *Marquees, banners, flags, canopies, and fixed awnings.* All marquees, banners, flags, canopies, and fixed awnings shall have at least eight feet of vertical clearance, between the lowest point or projection and a sidewalk immediately below.

(i) *Off-street parking and loading.* (See also section 94-262 of article V.) Parking requirements are as follows:

(1) Residential: One space per dwelling unit.

~~(2) All other uses: One space for each 1,000 square feet of gross floor area.~~

(j) *Permitted signs.* In addition to the requirements of chapter 62 -- signs, this district also allows one A-frame, sandwich sign, or menu board per building front placed on a public sidewalk provided that such sign shall be a uniform size of two feet in width and three feet in height, as measured by any single face, and that such signs are placed on the sidewalk in such a manner so as to maintain a minimum of 48 inches of clear area on the adjacent sidewalk. These signs are to be of rigid, weather resistant material such as wood, metal, or plastic.

(Ord. No. 03-11, § 2, 4-24-2003)

Editor's note: Map is not set out herein but is on file and available for inspection in the office of the city clerk.

Secs. 94-163--94-181. Reserved.

Planning Board Minutes & Proceedings

March 3, 2009

Page 1 of 3

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

Motion made by Sue Roskosh to approve the minutes of the February 3, 2009 meeting. Seconded by Anthony Harwell. All members present voted affirmative. Motion carried.

Jim Lee read "To Appeal Any Decision."

Mr. Stewart requested that any Ex Parte Communication be disclosed prior to each case.

NEW BUSINESS

Case PB 09-01 **Address:** Downtown Riverfront/Downtown Business Zoning Districts
Applicant: Property & Business Owners group from the districts

Request: To amend the uses in Sections 94-161 and 94-162 pertaining to zoning and to Section 94-262 pertaining to required number of parking spaces.

(Public Hearing)

Mr. Lee advised that in October of last year a group of business and property owners came to the City Manager with a request to expand the uses in the Downtown Business and Riverfront zoning districts. A group of business owners and Ms. Julie Sorenson did the legwork of looking at other zoning districts, and that most of the proposed changes to the two zoning districts came from a successful model of Deland. He added that this is more geared toward business as an economic stimulus offering greater opportunities to business community in the downtown area.

Ms. Angel Murtagh, a downtown business (Angela's of Palatka, Inc.) and property owner, commented that these are rough economic times and we need to think outside the box. She added that there is a lot of history, and long time family-owned businesses downtown. There have been a lot of businesses that have tried to come into the downtown area that could not come to light, as the current zoning would not allow for the use, such as a grocer or pet store, which is needed to accommodate those that come by boat, or are staying in a hotel that may not allow pets or even second story residents in this area. She mentioned that parking requirements were also a problem for some business to locate downtown, that when most of these buildings were built, there were no parking requirements, adding that the requirements need to be relaxed for downtown to thrive again. She ended by saying that she believed that the Deland model was a good tool that proved to be successful, as their downtown area once looked a lot like ours does. She thanked Ms. Sorenson for her time and efforts in making this proposal possible.

Mr. Lee stated that he and Ms. Banks have been involved throughout this process and recommend approval of the request, advising that the proposed changes are in red, and the reduction of parking space requirements was for commercial uses.

Ms. Murtagh also commented that our downtown area was thriving in the 70's and if Deland can do it, we can do it.

✓ **Case PB 09-01** Downtown Riverfront/Downtown Business Zoning Districts - continued

Sam Deputy, 623 St. Johns Ave. advised that Downtown Palatka Inc., met in January and voted to recommend this passage and move it forward. He reiterated, that they are struggling downtown and of the existing businesses there, a lot of them are long-time family owned. He ended by saying that this change needs to come about versus having any more empty buildings.

Normand J. Jutras, 412 Mulholland Park, spoke in favor of the request and stated he believed that this was a good step in the right direction and that most historic districts, take into affect the requirements of the times of older buildings.

(Regular Meeting)

Motion made by Phil Leary to recommend approval to the City Commission of these modifications to the ordinance as submitted. Seconded by Sue Roskosh. All members present voted affirmative. Motion carried.

Case PB 07-36 **Address:** 722 River Street (42-10-27-6850-0500-0022)
Applicant: Cypress Mills L.L.C.

Request: To amend the Future Land Use Map from Industrial to Medium Density Residential.

(Public Hearing)

Mr. Lee gave a brief overview of the request, explaining that the intent of this request is to remove the current industrial designation to Medium Density Residential Future Land Use, which will then be consistent to the two sides of the approved Planned Unit Development. If approved by the City Commission, it will be forwarded to the Department of Community Affairs as a small-scale amendment. He recommended approval of the request.

Norman J. Jutras, 412 Mulholland Park, advised that this is the last remaining parcel of the Florida Furniture site that was labeled industrial and it needs to be converted.

Mr. Landis asked Mr. Jutras if this request were approved, would that help move his project forward.

Mr. Jutras advised that this is part of what is needed, that they have been working with several State Departments, including the Department of Environmental Protection, the Water Management District and the Governor's Council. That working with the state is a long process. He further advised that they recently submitted an application for a \$500,000.00 grant, to work along with the City and the State, to clean and treat the water from the 400-acre basin (basin #16) before the water goes into the St. Johns River.

(Regular Meeting)

Motion made by Zachary Landis to approve the request to amend the Future Land Use Map from Industrial to Medium Density Residential. Seconded by Phil Leary. All present voted affirmative. Motion carried.

New
1/26/09

**Downtown Palatka Inc.
A Business and Professional Association**

**TO: City of Palatka Planning and Zoning Board
From: Downtown Palatka Inc.**

During the regular January meeting of the Downtown Palatka Inc. on January 26, 2009 the attached changes to the current zoning code were discussed.

After a lengthy discussion it was moved, "that we recommend all the changes and additions to the code as presented be accepted into the official code of the City of Palatka." The motion was then seconded and passed with a unanimous vote.



Jean Nagel-Deputy

Secretary

DATE: April 9, 2009

TO: Mayor Flagg, Vice Mayor Brown, Commissioners Myers and Norwood

FROM: Commissioner Allegra Kitchens

RE: These are my suggested changes to the ordinance amending the Downtown Business and Downtown Riverfront zoning districts to include additional permitted uses and reduced parking standards

Page 1:

Sec. 94-61 DR Downtown Riverfront District

(1) General retail establishments which include:

- c. Move arcades move to prohibited
- j. Move amusement facilities move to prohibited
- r. Include the word "Florist"
- dd. Remove mobile food vendors and push carts

Page 2

(2) General service establishments shall include:

- j. Change the word designer to design in "Interior Designer Studios"
- u. Remove the word "reupholstery"

Page 6

Sec. 94-62 DB Downtown Business District

(1) General retail establishments which include:

- c. Move arcades move to prohibited
 - k. Move amusement facilities move to prohibited
 - s. Include the word "Florist"
 - ee. Remove mobile food vendors and push carts
- Add "Fraternal organizations" for consistency with the DR zoning district

Page 7

(2) General service establishments shall include:

- j. Change the word designer to design in "Interior Designer Studios"
- v. Remove the word "reupholstery"

cc: Staff

Agenda Item

5

**CITY OF PALATKA CITY COMMISSION
AGENDA ITEM**

ITEM: Public hearing and adoption of an ordinance changing the future land use designation for 722 River Street from Industrial (IN) to Medium Density Residential (MDR)

DEPARTMENT: Building & Zoning

AGENDA SECTION: Regular agenda requiring Commission action

ATTACHMENTS

1. An ordinance of the City of Palatka changing the future land use designation for 722 River Street from Industrial to Medium Density Residential.
2. March 3, 2009, Planning Board Minutes.
3. March 3, 2009, Planning Board Packet.

DATE: April 23, 2009

SUMMARY HIGHLIGHTS:

This application is to change the future land use map designation for a 1.65 acre parcel at 722 River Street from Industrial (IN) to Medium Density Residential (MDR). This is a small scale future land use map amendment which only requires one public hearing before the Planning Board and the adoption public hearing before the City Commission. If the application is approved by the City Commission, staff will send the application to the Department of Community Affairs (DCA) for their review.

The site includes the partially demolished Florida Furniture structure. It is not currently a part of either of the two existing Planned Unit Developments (R-3/PUD) that was approved by the City Commission in 2005 and 2006 respectively. Each of those parcels was submitted to the Department of Community Affairs as small scale future land use map amendments in 2008. Both these amendments were also from Industrial to Medium Density Residential. Approval of this application will provide a consistent future land use map designation for the total Florida Furniture site.

A public hearing was held by the Planning Board on March 3, 2009, on the applicants request for a change of future land use map designation. Other than the applicant, there was no public testimony. The Planning Board voted to recommend approval of this request.

RECOMMENDED ACTION:

Staff recommends approval of the attached future land use map amendment ordinance.

AGENDA ITEM NUMBER:

AGENDA PAGE NUMBER:

This instrument prepared by:
Jim Lee
201 North 2nd Street
Palatka, Florida 32177

ORDINANCE NO. 09-

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE FUTURE LAND USE MAP AND FUTURE LAND USE ELEMENT OF THE ADOPTED COMPREHENSIVE PLAN WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE) AS DESCRIBED HEREINAFTER, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 163.3187, Florida Statutes, as amended, provides for the amendment of an adopted comprehensive plan, and

WHEREAS, Section 163.3187, Florida Statutes, as amended, provides that any local government comprehensive plan amendments directly related to proposed small scale development activities may be approved without regard to statutory limits on the frequency of consideration of amendments to the local comprehensive plan, and

WHEREAS, Section 163.3187, Florida Statutes, as amended, provides that a local government may amend its adopted comprehensive plan to change the land uses of up to 80 acres by small scale amendments annually,

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

Section 1. Adopted Small Scale Amendments

That the Future Land Use Element and Future Land Use Map of the adopted comprehensive plan of the City of Palatka is hereby amended to provide that the land uses of the parcel of land listed in Table 1 below shall be changed as designated and that the Future Land Use Map shall be amended to show the changes in land use.

TABLE 1
ADOPTED SMALL SCALE AMENDMENTS

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Land Use</u>	<u>Amended Land Use</u>
42-10-27-6850-0500-0022	1.65	Industrial (IN)	Medium Density Residential (MDR)

DESCRIPTION OF PROPERTY:

A tract of land situated in Block 141 of the City of Palatka being more particularly described as follows:

COMMENCING at a concrete monument at the most Easterly corner of Block 50 of the City of Palatka and run thence Southwesterly, along the Northwesterly right-of-way of River Street of said City, a distance of 450.00 feet to the most Easterly corner of Block 141 and the point of beginning of this description. From point of beginning (1) continue Southwesterly, along said Northwesterly right-of-way, a distance of 300.0 feet. (2) Thence Northwesterly, parallel with the Northeasterly line of Block 141, a distance of 90.0 feet. Return to the point of beginning and (3) run thence Northwesterly, along the Northeasterly line of Block 141, a distance of 390.0 feet. (4) Thence

Southerly, a distance of 424.0 feet, more or less, to the Northwesterly end of call (2) and to close.

Containing 1.65 acres, more or less.

Section 2. Effect on the Comprehensive Plan

The remaining portions of said adopted comprehensive plan of the City of Palatka, Florida, which are not in conflict with the provisions of this Ordinance shall remain in full force and effect.

Section 3. Severability

Should any section, subsection, sentence, clause, phrase or portion of this Ordinance be held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and shall not affect the validity of the remaining portion.

Section 4. Effective date

This Ordinance shall become effective thirty-one (31) days after its final passage by the City Commission of the City of Palatka, Florida.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 23rd day April, 2009.

CITY OF PALATKA

By: _____
Its Mayor

ATTEST:

City Clerk

PLANNING BOARD
Minutes & Proceedings
Page 2 of 3

Case PB 09-01 Downtown Riverfront/Downtown Business Zoning Districts - continued

Sam Deputy, 623 St. Johns Ave. advised that Downtown Palatka Inc., met in January and voted to recommend this passage and move it forward. He reiterated, that they are struggling downtown and of the existing businesses there, a lot of them are long-time family owned. He ended by saying that this change needs to come about versus having any more empty buildings.

Normand J. Jutras, 412 Mulholland Park, spoke in favor of the request and stated he believed that this was a good step in the right direction and that most historic districts, take into affect the requirements of the times of older buildings.

(Regular Meeting)

Motion made by Phil Leary to recommend approval to the City Commission of these modifications to the ordinance as submitted. Seconded by Sue Roskosh. All members present voted affirmative. Motion carried.

Case PB 07-36 **Address:** 722 River Street (42-10-27-6850-0500-0022)
Applicant: Cypress Mills L.L.C.

Request: To amend the Future Land Use Map from Industrial to Medium Density Residential.

(Public Hearing)

Mr. Lee gave a brief overview of the request, explaining that the intent of this request is to remove the current industrial designation to Medium Density Residential Future Land Use, which will then be consistent to the two sides of the approved Planned Unit Development. If approved by the City Commission, it will be forwarded to the Department of Community Affairs as a small-scale amendment. He recommended approval of the request.

Norman J. Jutras, 412 Mulholland Park, advised that this is the last remaining parcel of the Florida Furniture site that was labeled industrial and it needs to be converted.

Mr. Landis asked Mr. Jurtras if this request were approved, would that help move his project forward.

Mr. Jutras advised that this is part of what is needed, that they have been working with several State Departments, including the Department of Environmental Protection, the Water Management District and the Governor's Council. That working with the state is a long process. He further advised that they recently submitted an application for a \$500,000.00 grant, to work along with the City and the State, to clean and treat the water from the 400-acre basin (basin #16) before the water goes into the St. Johns River.

(Regular Meeting)

Motion made by Zachary Landis to approve the request to amend the Future Land Use Map from Industrial to Medium Density Residential. Seconded by Phil Leary. All present voted affirmative. Motion carried.



BUILDING AND ZONING STAFF REPORT
March 3, 2009
Public Hearing

APPLICATION: PB 07-36 - Small-Scale Future Land Use Map Amendment from Industrial to Medium Density Residential

**APPLICANT/
 OWNER:** Cypress Mills, L.L.C.

AGENT: None

LOCATION: 722 River Street; Parcel Number: 42-10-27-6850-0500-0022

REQUEST: The applicant is requesting to amend the City's Future Land Use Map for 1.65 +/- acres of property from Industrial to Medium Density Residential.

BACKGROUND & ANALYSIS: A public hearing was held by the Planning Board for this site on March 14, 2006 to amend the Future Land Use Map from Industrial to Commercial. A review of the minutes indicates the Planning Board denied the request. The City Commission held a public hearing on April 13, 2006 and voted to uphold the Planning Board's recommendation to deny the requested land use amendment on the basis of incompatible use with adjoining property and increased traffic.

The site is vacant but contains the partially demolished Florida Furniture structure. It is not currently a part of either of the two existing Planned Unit Developments (R-3/PUD) that were approved by the City Commission in 2005 and 2006 respectively. Each of those parcels was submitted to the Department of Community Affairs as small-scale future land use amendments in 2008. The applicant is not requesting to rezone at this time as he intends to submit modifications to the existing adjacent R-3/PUD which will incorporate this parcel.

Surrounding properties have several future land use designations. Residential Medium Density to the north, south and west and Residential Low Density to the west. The zoning pattern of the surrounding area is R1AA (single-family residence) to east and R-3 with a PUD overlay to the north, south and west of the site. The existing land use pattern in the area is a vacant industrial site with single-family residential to the west.

SURROUNDING ZONING AND LAND USE:

	Future Land Use Designation	Zoning	Current Land Uses
North	Medium Density Residential	R-3/PUD (Planned Unit Development)	Vacant industrial site
South	Medium Density Residential	R-3/PUD (Planned Unit Development)	Vacant and Single family homes
East	City Residential Low Density	R1AA, Single Family Residential	Vacant (Historic site of Wilson Cypress)
West	Medium Density Residential	R-3/PUD (Planned Unit Development)	Vacant

COMPREHENSIVE PLAN:

The Existing Land Use Designation:

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

The existing Future Land Use is Industrial. Land designated for industrial use is intended for activities that are predominantly associated with the manufacturing, assembly, processing, or storage of products. Industrial land use provides for a variety of intensities of use including heavy industry, light industry, and industrial park operations. Land Development Regulations shall provide requirements for buffering industrial land uses (i.e., sight, access noise) from adjacent land uses of lesser density or intensity of use. The intensity of industrial land use, as measured by impervious surface shall not exceed 90 percent of the parcel. The maximum height of development shall not exceed 45 feet.

The Proposed Medium Density Residential Land Use Designation:

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

Residential land use is intended to be used primarily for housing and shall be protected from intrusion by land uses that are incompatible with residential density. Residential land use provides for a variety of land use densities and housing types. Medium Density (231 acres) - provides for a range of densities up to 10 units per acre.

Future Land Use Element

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

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

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

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

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

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

Staff Analysis: The site slopes downward to the southeast. Adjacent land uses include the vacant Florida Furniture site immediately adjacent to this site and the wooded area across River Street that was part of the historic Wilson Cypress Mill. The soil type located on the site is Terra Ceia which consists of soils that are nearly level, very poorly drained, and rapidly permeable.

The allowed density under Medium Density is 5 to 10 units per acre.

City water and sewer services are located adjacent to the site, however concurrency will be measured at the time of building permit application. In the Traffic Circulation Element, Public Facilities Element, Recreation and Open Space Element and Public Schools Facilities Element sections of this staff report we will evaluate each adopted level of service standard for this site related to a maximum density of 10 dwelling units per acre.

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

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

Staff Analysis: This site fronts on River Street, has all the City services (including sewer, water, fire hydrants and garbage collection), is in close proximity to residential uses north and south of the site and is within walking distance of downtown. All of these features discourage urban sprawl.

Housing Element

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

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

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

Based on the 2000 Census, data in the Housing Element indicates that there were 1,928 owner occupied units and 1,815 rental units in the City. Rental units represented a total of 48% of the total housing stock. If the 1.65 acre site were built out utilizing the maximum allowed density of 10 dwelling units per acre, a total of 16 dwelling units could be constructed. With the aging housing stock in the City, there is a demonstrated need for new dwelling units whether these units are rentals or owner occupied.

Traffic Circulation Element

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

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

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

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

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

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

Staff Analysis: In 2006, Kimley-Horn and Associates, Inc. analyzed existing conditions on River Street and SR 20 for the applicant. Utilizing traffic counts conducted by Putnam County in 1999 and 2004, indicated that both River Street and SR 20 operate at an

existing level of service (LOS) C.

Public Facilities Element

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

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

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

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

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

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

C. Solid Waste: 6.4 lbs/person/day

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

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

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

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

- Potable Water: 325 gallons per day (2.5 persons per unit) multiplied by 16 units is 13,000 gallons per day at build-out. A new water plant will be going on line in Spring 2009 with a capacity of 6 million gallons per day. Current peak usage is approximately 3,200,000 gallons per day. Capacity exists for build-out of the project.

- Central Sanitary Sewer System: 312.5 gallons per day (2.5 persons per unit) multiplied by 16 units is 5,000 gallons per day at build-out. The sewer plant has a capacity of 2.42 million gallons per day with an additional capacity of 600,000 gallons per day. Capacity exists for build-out of the project.

- Solid Waste: 6.4 lbs per person per day multiplied by 40 persons (2.5 persons per unit multiplied by 16 units) is 256 lbs. per day. The City has a contract with Putnam County to use the Central Landfill. The Central Landfill has 40 permitted acres with an additional 140 acres of raw land. Current capacity is for 8.23 years with existing cells. Capacity exists for build-out of the project.

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

Recreation And Open Space Element

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

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

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

The City shall adopt the following Level of Service Standards: Regional Park/ 1 acre per 50, Community Park/ 1 acre per 500, Neighborhood Park/ 1 acre per 500, Equipped Play

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

Staff Analysis: At build-out the project will generate an additional 40 people (2.5 persons per unit multiplied by 16 units). Capacity exists for all recreational Level of Service Standards for this additional population.

Public Schools Facilities Element

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

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

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

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

Staff Analysis: Phil Leary, the consultant for the Putnam County School District provided a letter dated February 24, 2009, to Debbie Banks, Assistant Planning Director, indicating, "Student station impacts based on residential units are within available existing capacity for all three school levels based on FISH capacity/current enrollment, and consistent with adopted concurrency guidelines.

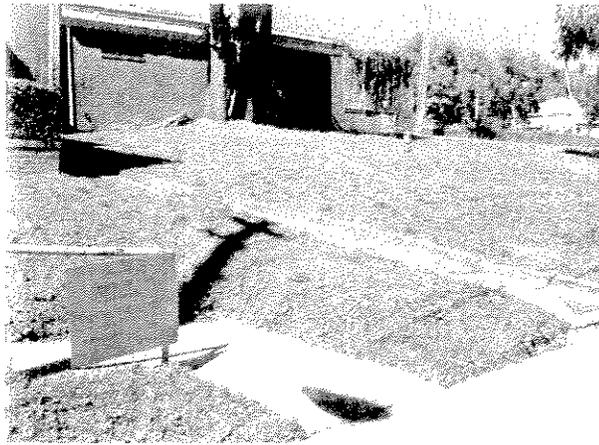
STAFF RECOMMENDATION: Staff recommends approval of this request to amend the future land use map from Industrial to Medium Density Residential.

Photographs

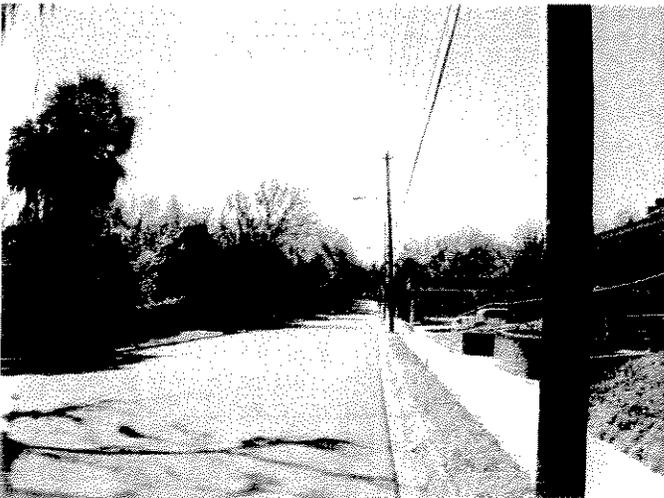


Front elevation

Front elevation looking north



View to the east



View to the south



EW CEMETERY

850-1470-0000
147
295.66'

6850-1470-0001
BK 11 P 165
DIOCESE OF ST. AUGUSTINE
(CEMETERY)

146
1460-0083

1460-0081
X 8' A 30'
100'

1460-0080
BK 243 P 28
25'
1460-0080
OR 17
P 495
OR 34
P 452
100'

MORRIS STREET

43

EMMETT STREET

STREET

144

51

149

OR 234

P 556

50

BK 133
P 252

TECHMESH LOT

CLOSED

FLORIDA IND. FURNITURE

141

CLOSED

OR 3017
145 ACRES

BK 134 P 169

STREET

166
BK 201
P 467

26
OR 354
P 406

70' 3.27
BK 207
P 150

STREET

149.4'

N 54° 12' E

31.5' BK 205
P 530

N 40° 51' W

158'

S 43° 23' W

6850+0001-0260

140

0010-0010

LOT A

0010-0011

139



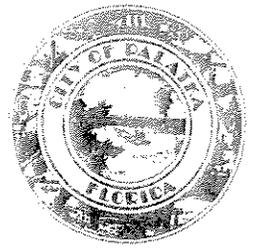
City of Palatka

Building & Zoning

201 N. 2nd Street

Palatka, Florida 32177

386-329-0103 • Fax 386-329-0172



As an owner of adjacent property, you are hereby notified of a pending action before the Planning Board which may be of concern to you:

PUBLIC NOTICE

Notice is hereby given that the **CITY OF PALATKA PLANNING BOARD** will hold a public hearing on March 3, 2009 at 4:00 P.M. at City Hall, 201 N 2nd St. for the purpose of hearing the following matter:

Request to amend the Future Land Use Map from Industrial to Medium Density Residential

Location: 722 River Street (42-10-27-6850-0500-0022)

Owner: Cypress Mills, L.L.C.

Case: PB 07-36

All interested parties are invited to attend this public hearing.

Debbie Banks
Assistant Planning Director

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE PLANNING BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING WILL NEED A RECORD OF THE PROCEEDINGS, THAT INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED, AT THE EXPENSE OF THE APPELLANT. F.S. 286.0105

PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE BUILDING & ZONING DEPARTMENT AT (386)329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.

2009 Interim Property Information for Parcel: 42-10-27-6850-0500-0022

2008 Certified Tax Collector Information

Cypress Mills Llc

PO Box 1508

Seabrook Nh 03874-1508 (**Putnam County GIS Interactive Mapping**)

Detail Information for Parcel: 42-10-27-6850-0500-0022

Property Use:	Mixed Use - Store And Office Or Store And Residential Combination	Structures:	1
Mobile Homes:	<input type="checkbox"/> 0	MH Unextended:	0
Census Tract:	950800	Census Block:	5041
Total Acreage:	1.65	Location:	City of Palatka

Property Legal Description

DICKS MAP OF PALATKA MB2 P46 PT OF BLK 141 OR1149 P468 (CLUB/BOILER ROOM)

Parcel Sales Data

Book	Page	Instrument	Month	Year	QSCD	Price
1149	0468	Quit Claim Deed	May	2007	01 I	\$100

Land Data

Units	Descriptions
1.65	Non Spec Acres

Structure Data

Type	Year	Area	Square Feet
General Office	1900	BASE	2410
		UTN	2981
		CPN	1550

Notice:

NOTICE - This is an interim Putnam County file. Property assessment information will not be displayed until it is certified in October.

Click [here](#) to do another search or use your browser's back button to return to previous search results.

Philip L. Leary, AICP
Governmental Affairs



520 River Street ♦ Palatka, FL 32177
386-937-7829

February 24, 2009

Debbie Banks
Assistant Planning Director
City of Palatka
201 N. 2nd Street
Palatka, FL 32177

RE: School Capacity Analysis
PB 07-36 722 Cypress Mills LLC

Dear Debbie:

On behalf of my client, the Putnam County School District (PCSD) the school capacity/concurrency analysis for above referenced Small Scale Future Land Use Amendment application follows; Student station (SS) impacts based on allowed residential density are within available existing capacity for all three school levels based on FISH capacity/current enrollment, and consistent with adopted concurrency guidelines. Attached are the agency review excel spread sheets for each of the applications.

After review of the information above should you have any questions or need additional data, please do not hesitate to contact me.

Sincerely,

PHIL

Philip L. Leary, AICP
PCSD Planning Consultant

C: John Raymond Theobald

Table 1.0: CAPACITY OF EXISTING AND PROPOSED FACILITIES

GRADE	EXISTING SCHOOL (PROPOSED SCHOOL)(Building Year)	FISH CAPACITY	CURRENT ENROLLMENT	AVAILABLE CAPACITY	ADEQUATE or INADEQUATE
K-5	River Breeze Elementary	752	381	371	Adequate
Grades 6-8	Beasley Middle	819	497	322	Adequate
Grades 9- 12	Palatka High School	2100	1471	629	Adequate

Exhibit A
(Application Submittals)

**CITY OF PALATKA
APPLICATION FOR REZONING AND/OR
AMENDING THE FUTURE LAND USE MAP (Small Scale)**

Please provide all of the following information and return to: City of Palatka Building Dept.
205 N. 2nd Street
Palatka, FL 32177

1. Official 911 address or legal description: See attached legal description
911 address: 722 River Street, Palatka, FL
2. Property Appraiser parcel #: ~~A portion of~~ parcel # 42-10-27-6850-0500-0022
3. Total acres to be considered as part of this request: 1.65 acres
4. The names and addresses of all owners as shown in Putnam County public records:
Cypress Mills, LLC, P.O. Box 1508, Seabrook, NH 03874-1508
5. Current zoning designation: M-1 Requested zoning designation: B3
6. Current land use designation: Industrial Requested land use designation: Commercial
7. Reason for rezoning/land use amendment request: To put a sports club on the property
8. Number and type of structures on the property: A portion of the existing Florida Furniture building will be preserved as part of the new facility.
9. Copy of recorded deed (attach to application).
A copy of the Cypress Mills Deed is attached. This is for the whole 5.98 acres. This application is for a portion of that property.
10. Boundary survey or location map (attach to application).
A location map is attached.

FAX: 603 474 3051

11. Name, telephone number, and mailing address of agent authorized to represent owner (if applicable):

LAN Associates, Inc., 66 Cuna Street, St. Augustine, FL 32084, Tel: 904-824-6999

12. Select and attach appropriate application fee (checks payable to City of Palatka):

\$130.00 (rezoning only)
 \$240.00 (rezoning with small scale land use amendment)

13. This application submitted by:

Signature of owner(s):

J. Norman J. Trass - CYPRESS MILLS LLC

Print owner(s) name(s):

J. NORMAN J. TRASS

Address of owner(s):

P.O BOX 1508
SEABROOK NH 03874

Telephone:

978-376-1730

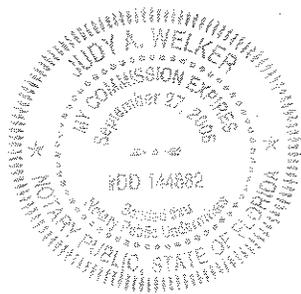
STATE OF FLORIDA

County of Putnam

Before me this day personally appeared J. NORMAN J. TRASS who executed the foregoing application and acknowledged to and before me that HE executed said instrument for the purposes therein expressed.

WITNESS my hand and official seal, this 3RD day of FEBRUARY A.D. 2007.

My commission expires:



Judy A. Welker

Notary Public

State of Florida at Large

EXHIBIT "A"

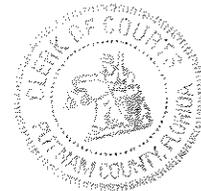
Description: Out Parcel – Club/Boiler Room

A tract of land situated in Block 141 of the City of Palatka being more particularly described as follows:

COMMENCING at a concrete monument at the most Easterly corner of Block 50 of the City of Palatka and run thence Southwesterly, along the Northwesterly right-of-way of River Street of said City, a distance of 450.00 feet to the most Easterly corner of Block 141 and the point of beginning of this description. From point of beginning (1) continue Southwesterly, along said Northwesterly right-of-way, a distance of 300.0 feet. (2) Thence Northwesterly, parallel with the Northeasterly line of Block 141, a distance of 90.0 feet. Return to the point of beginning and (3) run thence Northwesterly, along the Northeasterly line of Block 141, a distance of 390.0 feet. (4) Thence Southerly, a distance of 424.0 feet, more or less, to the Northwesterly end of call (2) and to close.

Containing 1.65 acres, more or less.

TIM SMITH, PUTNAM CO. CLERK OF COURT
RCD: 05/11/2007 @ 10:28



(Regular Meeting)

Motion made by Jill Jester to approve this request for conditional use, subject to the conditions as listed within the staff report. Sue Roskosh made the second. All present voted affirmative. Motion Carried.

Case 06-008 **Request to annex, amend the Future Land Use Map and Future Land Use Element (small scale) from County Commercial to City commercial and rezone from County C-2 to City C-2 – 3740 Reid Street.**

Owner: Richard Adams
Agent: Doctor Rooter Supply and Service, Inc.

(Public Hearing)

Mr. Mengel advised that the existing business has been working with the County Health Department and is in need of connection to City Services.

Kevin Waldock, 6002 East 1st Manor – was present and commented they do not have any other alternative but to connect into City Services.

Leonard Freeman spoke in support this request to bring pieces of enclaves into the City limits.

Motion made by Jill Jester to approve this request as submitted. Clem Saccareccia made the second. All present voted affirmative. Motion Carried.

Case 06-009 **Request to annex, amend the Future Land Use Map and Future Land Use Element (small scale) from Industrial to Commercial and rezone from M-1 to C-1 – a part of 722 River Street.**

Owner: Cypress Mills, LLC
Agent: LAN Associates, Inc.

(Public Hearing)

Staff commented that this was part of the original intent to have this be a separate phase as an amenity for the proposed community but is proposed to also be available to the general public. He further commented that as he is in support of the down-zoning of M-1 (industrial), he has some concerns for this C-1 on River Street and strong concerns of traffic on River Street and that he supports any idea to pull traffic off of River Street and onto more suitable streets. He reiterated his opinion that River Street (a two lane - undivided road), should not be considered an urban collector.

Planning Board Regular Meeting
Minutes – March 14, 2006
Location: City Hall

Guy Vandoren, LAN Associates, Inc. – advised that the reason for the separation of this request is that the amenities are usually needed early on in the development.

Randy Braddy initiated discussion regarding specific assurances that were given in the presentations to the Planning Board and the City Commission as to Phase I and how it would intergrade in going forward into subsequent phase development, including the flow of traffic on River Street and the moving construction flow of Phase I as well as previous discussions about a commercial venture for the general public and how it was recommended by the Planning Board not to allow any commercial development for this project outside of the PUD.

Richard Perallon, 105 Morris Street – expressed his opposition to the proposed zoning change and reminded the Board of previous discussions, agreements and compromises reached regarding this PUD project to limit noise, activity and overall impact to an already established neighborhood. He further stated that the new proposal for Phase II allows traffic flow, from Phase I, into Phase II, and this proposed commercial development, out onto River Street. He added that the requested zoning change (to allow commercial development outside of the PUD), raises suspicions and concern. He asked that the Board deny this request and enforce the limitations, restrictions and protections that were put in place back when Phase I was being considered.

Sandy Durham, 510 River Street – agreed with Mr. Perallon's comments.

Discussion continued regarding the types of allowed uses within the requested zoning.

Ron Brown, Esq., 93 Orange Street., St. Augustine – advised that there are 17 criteria within the zoning code that have been satisfactorily answered that this will not have an adverse impact and does meet the requirements of the code for a rezoning under these circumstances. He added that as far as uncontrolled development, some of the comments made today - make a point, there are several types of reviews that take place to control development, and will also take the consistency factor into account. He ended by saying that the Health Club amenity has always been in the picture and will remain in the overall project however to open it up to the public (by way of membership) a zoning change is necessary.

Mr. Norm Jutras, 412 Mulholland Park - stated for the record, that they have not changed their original intentions to add this amenity to their project, and gave an update of the project status for Phase I.

Mr. Perallon reiterated that he agrees that the amenities are important but stresses that they should be considered within the PUD and not a rezoning.

Pauline Leary, 520 River Street – stated she was very concerned about this request, and is not in favor of the rezoning. Further commenting that she thought the idea for adding the condo's was to bring in people to support the businesses downtown, not to bring in more businesses to River Street.

(Regular Meeting)

Motion made by Jill Jester to deny this request based on items 7 & 8 rezoning requirements and public comment. Seconded by Randy Braddy. Discussion. All present voted, resulting in (4) yeas and (3) neys. Motion carried.

Case 06-010 **Request to annex, amend the Future Land Use Map and Future Land Use Element (small scale) from County Urban Service to City Commercial and rezone from County R-1A to City C-2. – 3406 and 3408 St. Johns Avenue.**

Owner: Kenneth M. and Susan M. Downs

(Public Hearing)

Mr. Downs was present and advised that they have an interested party that wants to put in a plant nursery and currently have City utilities set-up for that property.

Cynthia Adams, 5262 Silver Lake Dr – commented that she owns a rental property at 120 Green Dr., and stated that she was there on behalf of several of the retired neighbors in the audience and herself with concerns as to what would be going in there and what kind of traffic impact there will be. He further stated that if for some reason the Nursery did not go through, they would consider some sort of Dr.'s office of something to that effect, as it would have to be something compatible with his daughter's Day School next door.

Discussion continued regarding the current surrounding zoning.

(Regular Meeting)

Motion made by Jill Jester to approve the request as submitted. Seconded by Sue Roskosh. All present voted. Motion Carried.

With no further business, meeting adjourned.

Northwest side of River Street, southerly of 722 River Street, together with 900 River Street - Request to amend the Future Land Use Map and Future Land Use Element (small scale, from City Industrial and City Commercial to City Medium-density Residential) and rezone from City M-1 (Light Industrial) and City C-1 (General Commercial) to City R-3-PUD (Multiple-family Residential Planned Unit Development – Cypress Mills Phase II).

Owner: Cypress Mills LLC and Georgia Hall Terwilligar and R. Tumlin
Agent: LAN Associates, Inc.

(Public Hearing)

Mr. Mengel gave a brief overview of the previous meeting and the spirit of the Board, Public Works Director and the City Attorney as he understood it. He advised that a letter was still needed from D.O.T., regarding impacts to Crill Ave. - that no additional improvements are necessary to Crill Ave to handle the additional traffic impacts. He asked for any ex-parte disclosures from the Board Members.

Ms. Michelle Jeansonne recused herself. Mr. Braddy disclosed that he had conversations with Mr. Norm Jutras regarding the prior pre-application conference and some of the directives that come out of that conference. He advised that he did not disclose his vote regarding this request.

Attorney Ron Brown, 66 Cuna Street, St. Augustine - advised that the Demolition for Phase I has begun, adding that about 7 structures have been removed. That a contractor has been secured and work started on a model home on 4th Street as a test model. He introduced the Phase II project, pointing out changes that have been made since the first introduction, taking into consideration of comments received and explained how it would interact with Phase I. He stated that there are no jurisdictional wetlands existing on the property and that apparently there was a permissive allowance of the previous owners to allow city to drain some water through the Florida Furniture property over the years this has continued, adding that, the Developer - Mr. Jutras and his company are more than willing to allow this to continue. They are currently working together with Mr. Boynton, City Utilities Director, on some matters, with regards to flow and cycling as there is quite a bit of effluent matter and solid matter that flows through there and they will continue to work with the city and the engineers on those matters, which will help them with finalize the plans. The Presentation of Phase II showed that the project will have 96 condominium units within 28 buildings, 204 parking spaces, with some additional parking areas.

Jill Jester requested clarification of C1A zoning and the overlay interaction.

Don Holmes explained that there are three separate issues, the Comp. Plan change and the underlying zoning, and the PUD overlay.

Bill Schilling, Jr. PE of Kimley-Horn and Associates, Inc. explained how the traffic trips are calculated and how roadway types are determined at the local level. He stated that DOT will not require an additional driveways permit for the Osceola/Kirby Streets drive. Also, that 100% of Phase II traffic will connect with the Northern section of Phase I at that same intersection, assuring that some reasonable traffic calming measures will be implemented.

type.

Mr. Schilling explained that the calculation is based totally on the number of trips, an approximate range for level of service "C" = approximately 8,200 - 9,000 trips and "D" = 9,001 - 13,499, adding that the City's Comp Plan accepts a level of service D for River Street.

Discussion continued regarding traffic counts, as well as, possible alternate routes for this development.

Mr. Mengel advised of the level of service element of the City Comp. Plan, stating that in the past, we have probably seen a level of service "A" on most roads and the more we grow, the more we will see these levels change.

Mr. Braddy commented that the City Staff has gone on record several times stating that River Street should no be considered an urban collector.

Mr. Holmes explained the Board's considerations regarding traffic impacts and the impacts on the quality of life.

Ms. Jester questioned if the River Street ingress/egress access was required from a traffic aspect.

Mr. Schilling advised no.

Mr. Braddy brought attention to an item in the Staff packet.

Discussion took place regarding the statistics used to determine the levels of service and the thresholds used to determine the impacts to service and the many factors necessary to consider how these changes come into play with the policies and other elements of the Comp. Plan needing to be considered.

Mr. Brown advised that his client would be happy with R-2 and C-1A zoning.

Mr. Holmes advised of nonconforming use standards.

Ms. Debra Massey spoke of other future proposed project currently being considered by the City including two at Lundy Road, the new Hotel the Riverfront Development and others to come – she urged the Board to look at the big picture and how they would impact these roads.

Bill Turner, 2605 Fairway Drive – commented that when the speed limit signs of 25 mph were put up, the amount of traffic slowed down.

Tim Parker commented that an alternate access was a necessity.

Richard Perallon, 105 Morris Street suggested that the Board postpone the approval of phase II, until a significant amount of building construction is underway. He stated concerns of the

ingress/egress shown on River Street, that the community at large made it clear, as far back as March of 2005, that they were strongly against River Street access for this project and believe it will negatively affect property values. Further commenting that "a compliment to the existing neighborhood" (as the developer stated), would be to eliminate the access on River Street. He ended by stating that he and many of the surrounding property owners are not against growth, and are comfortable with this type of project, they just want to preserve their quality of life. He asked what the height of the buildings on Phase II would be.

Mr. Ron Brown stated that work is being done, and that of course they want to move this project forward as expedient as possible, to realize their profit - as that comes in the end with projects like this.

(Regular Meeting)

Motion made by **Jill Jester** to approve the request for rezoning from City C1 to City R-3 PUD. Seconded by Sue Roskosh. **Discussion:** Mr. Mengel advised, referring to section 3.2 of the proposed PUD Development agreement, that an amendment must occur to the PUD agreement, striking the language and references of the C-1 commercial type uses and the underlying C-1 zoning to meet the motion on the table. Mr. Holmes asked if the rezoning was the only part of her motion, adding that Staff may want to make a different recommendation if the zoning is going to be changed without a PUD agreement overlay, and reminded the Board that if rezoning of the property is not going to include the PUD overlay, the rezoning will be put in place with no agreements or protections as to how the property is developed except the general R-3 controls with a medium density land use (10 units per acre).

Motion was withdrawn.

Mr. Browning stated that his client would agree to amend the PUD agreement striking the language as stated by staff and to rezone the C1 and M1 to an R-3 PUD overlay and that the existing uses will continue to exist in as nonconforming use in accordance with the city standards.

Motion made by Jill Jester to approve Request to amend the Future Land Use Map and Future Land Use Element (small scale, from City Industrial and City Commercial to City Medium-density Residential) and rezone from City M-1 and City C-1 to City R-3-PUD, and the PUD agreement **to include the following amendments** submitted from LAN and Assoc., dated 4/26/06 **except**; striking Sec. 3.1(2); and limit the access of the PUD development to those streets other than River Street - citing City of Palatka Zoning code 94-38 (f) (1) and (g) and (h). Also striking Sec. 3.2 as it seems to be irrelevant site plan as submitted. Seconded by Randy Braddy. Discussion continued. All present voted, resulting in 3 yeah/2 nay. Motion carried.

Agenda Item

6a

**CITY OF PALATKA CITY COMMISSION
AGENDA ITEM**

ITEM: Public hearing and adoption of an ordinance changing the future land use designation for 3875 Reid Street (Palatka Moose Lodge) from Industrial (IN) to Public Buildings and Grounds (PBG), and the first reading of an ordinance changing the zoning from Industrial (M -1) to Recreation/Open Space (ROS)

DEPARTMENT: Building & Zoning

AGENDA SECTION: Regular agenda requiring Commission action

ATTACHMENTS : 1. An ordinance of the City of Palatka changing the future land use designation for 3875 Reid Street. DATE: April 23, 2008

2. An ordinance of the City of Palatka changing the zoning of 3875 Reid Street from Industrial (M-1) to Recreation/Open Space (ROS).

3. January 6, 2009, Planning Board Minutes.

4. January 6, 2009, Planning Board Packet.

SUMMARY HIGHLIGHTS:

The identified purpose of these two applications is to make the existing uses for the 7.73 acre site (Moose lodge and limited RV camping) consistent with the future land use map designation and zoning district.

A public hearing was held by the Planning Board on January 6, 2009, on the applicants request for a change of future land use map designation from Industrial (IN) to Public Buildings and Grounds (PBG), and rezoning from Industrial (M -1) to Recreation/Open Space (ROS). There was no public testimony. The Planning Board voted to recommend approval of the two requests.

RECOMMENDED ACTION:

Staff recommends approval of the attached future land use ordinance, and conducting the first public hearing on the related zoning ordinance. The second public hearing for the zoning ordinance is scheduled for May 14, 2009.

AGENDA ITEM NUMBER:

AGENDA PAGE NUMBER:

This instrument prepared by:
Jim Lee
201 North 2nd Street
Palatka, Florida 32177

ORDINANCE NO. 09-

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE FUTURE LAND USE MAP AND FUTURE LAND USE ELEMENT OF THE ADOPTED COMPREHENSIVE PLAN WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE) AS DESCRIBED HEREINAFTER, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 163.3187, Florida Statutes, as amended, provides for the amendment of an adopted comprehensive plan, and

WHEREAS, Section 163.3187, Florida Statutes, as amended, provides that any local government comprehensive plan amendments directly related to proposed small scale development activities may be approved without regard to statutory limits on the frequency of consideration of amendments to the local comprehensive plan, and

WHEREAS, Section 163.3187, Florida Statutes, as amended, provides that a local government may amend its adopted comprehensive plan to change the land uses of up to 80 acres by small scale amendments annually,

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

Section 1. Adopted Small Scale Amendments

That the Future Land Use Element and Future Land Use Map of the adopted comprehensive plan of the City of Palatka is hereby amended to provide that the land uses of the parcel of land listed in Table 1 below shall be changed as designated and that the Future Land Use Map shall be amended to show the changes in land use.

TABLE 1
ADOPTED SMALL SCALE AMENDMENTS

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Land Use</u>	<u>Amended Land Use</u>
03-10-26-0000-0010-0010	7.73	Industrial (IN)	Public Buildings and Grounds (PBG)

DESCRIPTION OF PROPERTY:

Part of the NE $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 03, Township 10 South, Range 26 East, more particularly described as follows:

From the northeast corner of said Section 03, thence southerly, along the East section line of Section 03, a distance of 991.62 feet, to a point, said point lying on the westerly right-of-way line of Moody Road, said point also being the point of beginning of this description. From the point of beginning, head westerly along the South right-of-way line of State Road 100 (also known as Reid Street) a distance of 876.83 feet to a point; thence South 20 degrees, 31 minutes, 30 seconds West a distance of 500.00 feet to a point; thence southeasterly and parallel to the South

right-of-way line of State Road 100 a distance of 576.83 feet to a point; thence North 89 degrees, 01 minutes, 02 seconds East a distance of 462.43 feet to a point, said point lying on the West right-of-way line of Moody Road; thence Northerly, along the West right-of-way line of Moody Road a distance of 355 feet to the point of beginning and to close. All lands as described herein as recorded in the Public Records of Putnam County, Florida.

Section 2. Effect on the Comprehensive Plan

The remaining portions of said adopted comprehensive plan of the City of Palatka, Florida, which are not in conflict with the provisions of this Ordinance shall remain in full force and effect.

Section 3. Severability

Should any section, subsection, sentence, clause, phrase or portion of this Ordinance be held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and shall not affect the validity of the remaining portion.

Section 4. Effective date

This Ordinance shall become effective thirty-one (31) days after its final passage by the City Commission of the City of Palatka, Florida.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 23rd day April, 2009.

CITY OF PALATKA

By: _____
Its Mayor

ATTEST:

City Clerk

Agenda Item

6b

This instrument prepared by:
Jim Lee
205 N. 2nd St.
Palatka, FL 32177

ORDINANCE NO. 09-_____

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 03, TOWNSHIP 10 SOUTH, RANGE 26 EAST; REPEALING ANY ORDINANCE IN CONFLICT HERewith; AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA, FLORIDA:

Section 1.

WHEREAS, application has been made by the owner, Palatka Lodge 184, Loyal Order of Moose Inc., to the City for certain amendments to the Official Zoning Map of the City of Palatka, Florida, and

WHEREAS, all the necessary procedural steps have been accomplished, including a public hearing before the Planning Commission of the City of Palatka on January 6, 2009, and two public hearings before the City Commission of the City of Palatka on April 23, 2009, and May 14, 2009, and

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

Section 2. The Official Zoning Map of the City of Palatka, Florida is hereby amended by rezoning the hereinafter described property from its present zoning classification of M-1 (Light Industrial) to ROS (Recreation/Open Space).

DESCRIPTION OF PROPERTY:

Property Tax Number 03-10-26-0000-0010-0010

Part of the NE ¼ of the NE ¼ of Section 03, Township 10 South, Range 26 East, more particularly described as follows:

Commence at a concrete monument at the Northeast corner of said section 3 and run thence South 00°58'58" East, along the Easterly boundary thereof 991.62 feet to an iron rod set at the intersection of said Easterly boundary and the

Southerly boundary of the right-of-way of State Road 100, said intersection being the Northeast corner of a parcel of land as described in O.R. Book 316, Page 456 of the Public Records of Putnam County, Florida, and the Point of Beginning of this description; from the Point of Beginning thus described, run thence (1) North 69°28'30" West, along said Southerly boundary and the Northerly boundary of said parcel a distance of 659.03 feet to an iron rod set at the Northeast corner of a parcel of land as described in O.R. Book 974, Page 314 of said Public Records; run thence (2) South 20°31'30" west, along the Easterly boundary thereof 500.00 feet to an iron rod set at the Southeast corner of last said parcel (O.R. Book 974, Page 314) and on the Southerly boundary of said parcel (as described in O.R. Book 316, Page 456); run thence (3) south 69°28'30" east, along the southerly boundary thereof 359.03 feet to a concrete monument at the bend in said Southerly boundary; run thence (4) North 89°01'02" east, along said Southerly boundary 462.43 feet to an iron rod set on the Easterly boundary of said section; run thence (5) North 00°58'58" West, along said Easterly boundary thereof 355.20 feet to the Point of Beginning and to close.

Section 3. All ordinances in conflict with the terms and provisions of this ordinance are hereby specifically repealed.

Section 4. 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 23rd day of April, 2009.

CITY OF PALATKA

BY: _____
Its MAYOR

ATTEST:

City Clerk

PLANNING BOARD
January 6, 2009
Minutes & Proceedings
Page 2 of 8

Case 08-43 Location: 2801 Kennedy Street – continued

Mr. Taylor, 710 St. Johns Ave., gave an overview of the Owner's intent to expand their existing services for a dental clinic with a modular building of approximately 1453 square feet and that the facility will be established to serve the general public.

(Regular Meeting)

Motion made by Sue Roskosh to approve the request for a conditional use for a dental clinic in an R-3 zoning district. Seconded by Clem Saccareccia. All present voted affirmative, motion carried.

Case 08-17 Location: 3875 Reid Street
Parcel #: (03-10-26-0000-0010-0010)
Applicant: Palatka Lodge 184, Loyal Order of Moose, Inc.

Request: To amend the Future Land Use Map from Industrial (IN) to Public Buildings and Grounds (PBG) and rezone from Industrial (M-1) to Recreation/Open Space (ROS)

(Public Hearing)

Ms. Banks advised that this came to our attention several months ago, when the owners came and discussed their interest in allowing camping, which is not allowed in the current zoning district of M1. She stated that staff believes that this request will more appropriately reflect the existing use and the proposed use, and that the airport will be rezoned and the future land use will be amended to more correctly reflect the airport use. She added that no comments were received from the advertisement or notices sent out to surrounding property owners.

(Regular Meeting)

Motion made by Randy Braddy to approve the request to amend the Future Land Use Map from Industrial to Public Buildings and Grounds and rezone from Industrial to Recreation/Open Space. Seconded Sue Roskosh. All present voted affirmative, motion carried.

Case 08-41 Address: Lundy Road (Oaks Landing)
Parcel: 18-10-27-0000-0060-0000 and 13-10-26-0000-0280-0000
Owner: Michael J. Held
Agent: Lara Dietrich – Kimley-Horn and Associates

Request: To rezone to R-3 Multi-family residential with a Planned Unit Development Overlay.

(Public Hearing)

Mr. Lee gave a brief of history on this case, advising that the site was annexed into the City in 2005. The Planning Board had meetings on November 7, 2006 and December 5, 2006 to consider recommendation to the City Commission of whether to transmit the Large Scale Future Land Use amendment to the Department of Community Affairs (DCA) on December 14, 2006, and at that meeting, the owner's representatives

PLANNING BOARD REPORT
January 6, 2009 Regular Meeting

SUBJECT: CASE - PB 08-17 – 3875 Reid St.

A. REQUEST:

Request to amend the future land use map from Industrial to Public Buildings & Grounds (PBG) and to rezone from M-1 (Industrial) to Recreation/Open Space (ROS) District

B. BACKGROUND:

Owner: Palatka Lodge 184, Loyal Order of Moose, Inc.
 Location: 3875 Reid Street
 Parcel #: 03-10-26-0000-0010-0010
 Size: 7.73 acres
 Current Zoning: Industrial (M-1)
 Requested Zoning: Recreation/Open Space (ROS)
 Current Future Land Use Designation: Industrial (IN)
 Requested Land Use Designation: Public Buildings & Grounds (PBG)

ADJACENT DEVELOPMENT:

DIRECTION:	ZONING:	FLUM:	CURRENT USE:
North	County Agricultural	County Urban Service County Urban Reserve	Timberland; abandoned rail system; single family residence
East	City C-2 County C-4	Commercial Commercial	Single Family residence; vacant parcel
South	M-1	Other public facilities	Airport
West	County Light Industrial	County Urban Service	Vacant

C. COMPREHENSIVE PLAN:

The Existing Land Use Designation: The existing Future Land Use is City Industrial which allows for a variety of industrial and commercial uses.

The Proposed Land Use Designation: Public Building and Grounds

Future Land Use Element

Objective A.1.9 F.S. 187.201(2)(b)2

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

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

Land Development Regulations adopted, to implement this Plan shall be based on the following land use standards:

A. Land Use Districts

7. Public Buildings and Grounds

This use consists of educational, religious, military, health, and governmental

uses. This land use occupies 11 acres or 0.22 percent of the City's land area scattered throughout the City.

The intensity of development permitted for this category of land use, as measured by impervious surface, shall not exceed 65 percent. The maximum height shall not exceed 40 feet.

Staff Analysis: The applicant is requesting a future land use designation change to accommodate spaces for camping. Initially there will only be 4 spaces until such time that they are able to construct facilities required by the Health Dept. when that number is exceeded. This use is compatible with uses the City has allowed on the adjacent airport property as well as the current use of the facility located on this parcel. The Comprehensive Plan does not restrict number of spaces for camping but does restrict the amount of impervious surface land coverage. The applicant understands this restriction and does not foresee any problem complying.

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

Applications by landowners for a land use amendment to the Comprehensive Plan shall, as part of filing procedures, require the payment of a fee and provisions by the land owner of topographic, soil condition, flood hazard zone and wetland zone and wetland information on all land surveys filed in support of a land use amendment, zoning change or land subdivision. The City on a case-by-case basis may make exceptions for small-scale amendments when the property in question is (1) already developed or (2) is of a size, shape, and location that the normal permitting processes are sufficient.

Staff Analysis: This is a small-scale amendment that is partially developed. Any new development will follow the normal permitting process.

Public Facilities Element

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

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

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

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

Staff Analysis: Throughout the development review process adopted levels of service standards have been maintained and will continue through buildout. This has been achieved through expansion of City services to the site.

RECOMMENDATION:

Staff recommends approval of this request to amend the Future Land Use Map from Industrial (IN) to Public Buildings & Grounds (PBG).

D. COMPLIANCE WITH THE PALATKA MUNICIPAL CODE:

Rezoning requirements

When pertaining to the rezoning of land, the report and recommendations of the Planning Board to the City Commission shall show that the Planning Board has studied and considered the proposed change in relation to the following, where applicable (from Sec. 94-38(f)(1) of the Palatka Municipal Code):

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

Staff Analysis: The applicant requests rezoning to Recreation/Open Space (ROS) district. This zoning category would be consistent with the Public Buildings & Grounds Future Land Use designation being requested.

- b. The existing land use pattern.

Staff Analysis: This rezoning will not affect the existing land use pattern but will provide consistency with other zoning changes planned for the City's airport to the south where camping/recreational activities are now allowed. Other land uses in the area include a storage unit facility to the east, vacant land to the west and vacant timberland with 1 single-family residence to the north.

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

Staff Analysis: Nearby districts allow recreational uses such as camping, skydiving, and other recreational activities including a nearby bowling alley scheduled to reopen in the coming months.

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

Staff Analysis: The site is currently developed with a Moose Lodge, and limited camping facilities.

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

Staff Analysis: The existing district boundaries are not illogically drawn. With the approval of this request, the site's zoning will be consistent with proposed zoning for the adjacent airport property. It also provides consistency with the existing and proposed uses.

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

Staff Analysis: While not necessary, the proposed rezoning will provide consistency of zoning with the airport once it is rezoned to correctly reflect the use.

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

Staff Analysis: This parcel is not a part of an established neighborhood. All zoning directly adjacent is commercial or industrial.

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

Staff Analysis: All concurrency reviews will be conducted at permit issuance.

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

Staff Analysis: Any new development associated with this request will be required to meet all requirements of the St. Johns River Water Management District as part of any permitting.

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

Staff Analysis: This change will not reduce light or air to adjacent areas; the existing setbacks and maximum impervious area limitations serve to prevent the reduction of light or air to adjacent areas.

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

Staff Analysis: It is not anticipated that this rezoning request will adversely affect property values.

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

Staff Analysis: This rezoning will not affect the improvement or development of commercial uses on adjacent properties since those adjacent properties are zoned commercial.

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

Staff Analysis: This rezoning does not constitute a grant of special privilege.

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

Staff Analysis: The existing use and zoning are inappropriate for the current zoning. The requested zoning of ROS allows private camps, camping grounds, and recreational exhibits and areas; Country clubs, including golf courses and playing courts. Staff believes this zoning designation most appropriately fits the current and intended use of this parcel.

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

Staff Analysis: The change is not out of scale with the needs of the city and is not located in a neighborhood.

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

Staff Analysis: Staff is not aware of any other sites available for this type of use.

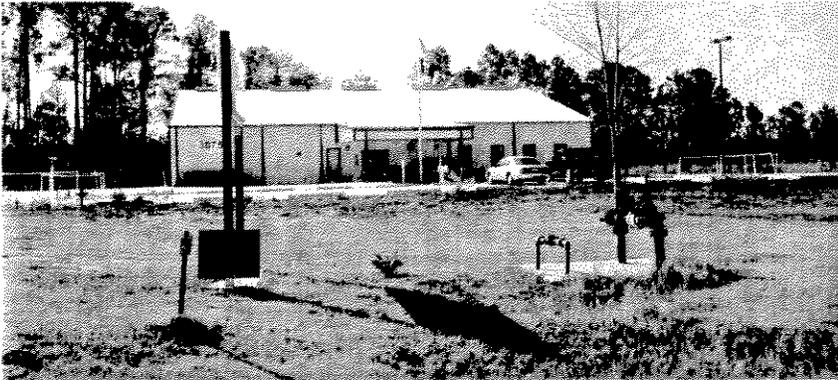
- q. The recommendation of the historical review board for any change to the boundaries of an HD zoning district or any change to a district underlying an HD zoning district.

Staff Analysis: This parcel is not located in a Historic District.

RECOMMENDATION:

Staff recommends approval of this request to rezone from M-1 (Industrial) to Recreation/Open Space (ROS) District.

PHOTOS



Existing structure fronting on Reid St.



View facing south where the camping spaces would be located. Adjacent to airport.

2008 Interim Property Information for Parcel: 03-10-26-0000-0010-0010
2007 Certified Tax Collector Information
Palatka Lodge No 184
 Loyal Order Of The Moose Inc
 3875 Reid St
 Palatka Fl 32177-2177 (**Putnam County GIS Interactive Mapping**)

Parcel 911 Addresses
 3875 Reid St, Palatka (**MapQuest map**)

Detail Information for Parcel: 03-10-26-0000-0010-0010
 Property Use: Clubs, Lodges, Union Halls Structures: 1
 Mobile Homes: 0 MH Unextended: 0
 Census Tract: 950600 Census Block: 1014
 Total Acreage: 7.73 Location: City of Palatka

Property Legal Description
 PT OF E3/4 OF NE1/4 OR243 P578 (EX OR619 P1573 OR900 P1204 OR924 P1651 OR974 P313)

Parcel Sales Data

Book	Page	Instrument	Month	Year	QSCD	Price
1129	1137	Ordinance	December	2006		\$0
1085	0244	Ordinance	March	2006	01 V	\$0
1050	1583	Warranty Deed	August	2005	00 V	\$300000

Land Data

Units	Descriptions
2.59	Non Spec Acres
3.74	Non Spec Acres
1.04	Non Spec Acres

Zoning Data

Department	Code	Descriptions
Palatka	IL	

Future Land Use Map (FLUM)

Code	Descriptions
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US	Urban Service
----	---------------

Structure Data			
Type	Year	Area	Square Feet
Fraternal Club	2006	BASE	10000
		CAN	600
		CAN	732

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



City of Palatka

Building & Zoning

201 N. 2nd Street

Palatka, Florida 32177

386-329-0103 • Fax 386-329-0172



As an owner of adjacent property, you are hereby notified of a pending action before the Planning Board which may be of concern to you:

PUBLIC NOTICE

Notice is hereby given that the **CITY OF PALATKA PLANNING BOARD** will hold a public hearing on January 6, 2009 at 4:00 P.M. at City Hall, 201 N 2nd St. for the purpose of hearing the following matter:

Request to amend the Future Land Use Map from Industrial to Public Buildings & Grounds and to rezone from Industrial (M-1) to Recreation/Open Space (ROS) district. Case: PB 08-17

Owner: Palatka Lodge 184, Loyal Order of Moose, Inc.

Location: 3875 Reid Street

Parcel #: 03-10-26-0000-0010-0010

All interested parties are invited to attend this public hearing.

Debbie Banks
Assistant Planning Director

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE PLANNING BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING WILL NEED A RECORD OF THE PROCEEDINGS, THAT INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED, AT THE EXPENSE OF THE APPELLANT. F.S. 286.0105

PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE BUILDING & ZONING DEPARTMENT AT (386)329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.