

VERNON MYERS  
MAYOR - COMMISSIONER

MARY LAWSON BROWN  
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS  
COMMISSIONER

PHIL LEARY  
COMMISSIONER

JAMES NORWOOD, JR.  
COMMISSIONER



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

BETSY JORDAN DRIGGERS  
CITY CLERK

MATTHEW D. REYNOLDS  
FINANCE DIRECTOR

GARY S. GETCHELL  
CHIEF OF POLICE

MICHAEL LAMBERT  
CHIEF FIRE DEPT.

DONALD E. HOLMES  
CITY ATTORNEY

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

## AGENDA CITY OF PALATKA July 14, 2011

### CALL TO ORDER:

- a. Invocation – Sister Sheila McCoy – Pastor, God's Manna Inc.
- b. Pledge of Allegiance
- c. Roll Call

### APPROVAL OF MINUTES – 6/23/11 regular meeting

### 1. PUBLIC RECOGNITION/PRESENTATIONS:

- a. **EMPLOYEE RECOGNITION – Service Above Self** – Robert Brown, Sanitation Driver
- b. **4<sup>TH</sup> OF JULY CELEBRATION RECOGNITIONS**

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

### 3. CONSENT AGENDA:

- \*a. **Award bid to WW Gay Fire & Integrate Systems, Inc. in the amount of \$104,607.00** for the Security Systems Improvement project, per Airport Engineer's recommendation w/FDOT concurrence
- \*b. **Award bid to H. L. Pruitt Corporation in the amount of \$55,325.00** to install an Emergency Generator, per Airport engineer's recommendation with FDOT concurrence
- \*c. **Authorize acceptance of 2011/12 Victims of Crime Act (VOCA) Grant** to fund the PD full-time Victims' Advocate Position, per Police Chief's recommendation
- \*d. **Authorize PPD to submit the following grant applications:**
  1. **Federal 2011 Edward Byrne Memorial Justice Assistance Grant Program – Local Solicitation** in the amount of \$14,118.00 (no match required)
  2. **Federal 2011 Edward Byrne Memorial Justice Assistance Grant Program – JAG Countywide - State Solicitation** in amount of \$21,364.00 (no match required)
- \*e. **Authorize use of Special Police Trust Funds in the amount of \$1,776.25** to the State Attorney's Office as payment for services rendered on PD Forfeiture Case No. 10-050-31, seizure of a 2004 Honda Element – per Police Chief's request
- \*f. **Authorize RFP** to seek PPD Alarm Ordinance Administration Services, per Police Chief's recommendation
- g. **Rescind Emergency Order #2011-01**, which prohibited open burning and other specified activities that present potential fire risks, per City Manager's recommendation

\*/\*\*4. **TRIM CALENDAR** – Set Tentative Millage Rate for 2011/12 Budget Year – 8.65 mills proposed

\* 5. **PUBLIC HEARING - MAIN STREET FAÇADE GRANT AWARDS** – 2011 Application Cycle – Jonathan Griffith, Interim Main Street Manager

\*\* 6. **CONSIDERATION OF REVISED SCHEDULE OF DEADLINES/DATES Re: CDP/Palatka Agreements** – Andrew Ham, V. President, Community Development Partners, Inc.,

## AGENDA - CITY OF PALATKA

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- \* 7. **REQUEST to Issue Permission** to exceed noise levels established by Chapter 30, Palatka Code of Ordinances, to John Lyon, owner, Steamboat Willies, from 10:00 p.m. until 1:00 a.m., for the following Friday/Saturday dates: July 15 & 16, July 22 & 23, July 29 & 30, August 5 & 6, August 12 & 13, August 19 & 20, August 26 & 27, 2011
- \* 8. **RESOLUTION** authorizing the Mayor and City Clerk to execute and attest a Memorandum of Agreement with FDOT for maintenance of proposed work associated with the Riverfront/Downtown Redevelopment Project within FDOT right-of-way – Adopt
- \* 9. **PUBLIC HEARING** – 310 S. Palm Ave. – Planning Board recommendation to Amend the Future Land Use Map on a parcel of land less than 10 acres in size from OPC (Other Public Facilities) to COM (Commercial) (City of Palatka Building & Zoning Dept., Applicant) and Rezone from R-1A (Residential, S/F) to C-1 (General Commercial) - Nancy M. Raby Living Trust, Applicant
  - a. **Land Use Amendment Ordinance #11-08 – Adopt**
  - b. **Rezoning Ordinance – 1<sup>st</sup> Reading**
- \* 10. **PUBLIC HEARING/ORDINANCE #11-09** - Parcel Numbers 12-10-26-1120-0000-0010 and 12-10-26-1070-0040-000 (Beasley Middle School Ball Field, 1100 S. 18<sup>th</sup> Street) - Planning Board recommendation to Amend the Future Land Use Map on two parcels of land (less than 10 acres in size) from OPF (Other Public Facilities) to PB (Public Buildings and Grounds) – City of Palatka Building & Zoning Dept., Applicant - Adopt
- \* 11. **PUBLIC HEARING/ORDINANCE #11-10** - 1900 Napoleon St. (Jenkins Middle School Gym) - Planning Board recommendation to Amend the Future Land Use Map on a parcel of land (less than 10 acres in size) from RH (Residential, High Density) to PB (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant - Adopt

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- \* 12. **PUBLIC HEARING/ORDINANCE #11-11** - 1400 Old Jacksonville Rd. (James A. Long Elementary School) - Planning Board recommendation to Amend the Future Land Use Map on a parcel of land (less than 10 acres in size) from OPF (Other Public Facilities) to PB (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant - Adopt
- \* 13. **PUBLIC HEARING/ORDINANCE #11-12** - 1207 Washington St. (Putnam County School District Bus Garage) - Planning Board recommendation to Amend the Future Land Use Map on a parcel of land (less than 10 acres in size) from RM (Residential, Medium Density) to PB (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant - Adopt
- \* 14. **PUBLIC HEARING** – 1209 Westover Dr. (ARC of Putnam Co.) - Planning Board recommendation to Amend the Future Land Use Map on a parcel of land (less than 10 acres in size) from RH (Residential, High Density) to PB (Public Buildings and Grounds) and Rezone from C-1 (Commercial, General) to PBG-1 (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant - Adopt
  - a. **Land Use Amendment Ordinance #11-13 – Adopt**
  - b. **Rezoning Ordinance – 1<sup>st</sup> Reading**
- \* 15. **PUBLIC HEARING/ORDINANCE #11-14** - 1216 Cleveland Ave. (City of Palatka Lift Station). - Planning Board recommendation to Amend the Future Land Use Map on a parcel of land (less than 10 acres in size) from RL (Residential, Low Density) to PB (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant – Adopt

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- \* 16. **PUBLIC HEARING** – 712 S. Palm Ave. (Oak Hill Cemetery West) - Planning Board recommendation to Amend the Future Land Use Map on a parcel of land (less than 10 acres in size) from OPF (Other Public Facilities) to PB (Public Buildings and Grounds) and Rezone from C-1 (General Commercial) to PBG-1 (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant
  - a. **Land Use Amendment Ordinance #11-15 – Adopt**
  - b. **Rezoning Ordinance – 1<sup>st</sup> Reading**
  
- \* 17. **PUBLIC HEARING** – 1215 Westover Dr. (Edgar Johnson Senior Center) - Planning Board recommendation to Amend the Future Land Use Map on a parcel of land (less than 10 acres in size) from RH (Residential, High Density) to PB (Public Buildings and Grounds) and Rezone from R-3 (Multi-Family Residential) to PBG-1 (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant
  - a. **Land Use Amendment Ordinance #11-16 – Adopt**
  - b. **Rezoning Ordinance – 1<sup>st</sup> Reading**
  
- \* 18. **PUBLIC HEARING** – 317 Osceola St. and Parcel Number(s) 42-10-27-6850-1580-0010, 42-10-27-6850-2070-0010, 42-10-27-6850-2080-0010, 42-10-27-6850-1500-000 and 42-10-27-6850-1510-000 (West View Cemetery) - Planning Board recommendation to Amend the Future Land Use Map on a parcel of land (less than 10 acres in size) from RH (Residential, High Density) to PB (Public Buildings and Grounds) and Rezone from M-1 (Multi-Family Residential) to PBG-1 (Public Buildings and Grounds) – City of Palatka Building & Zoning Dept., Applicant
  - a. **Land Use Amendment Ordinance #11-17 – Adopt**
  - b. **Rezoning Ordinance – 1<sup>st</sup> Reading**
  
- \* 19. **PUBLIC HEARING/ORDINANCE #11-18** - 141 Kelley Smith Rd. (Kelly Smith Elementary) - Planning Board recommendation to Amend the Future Land Use Map on a parcel of land (less than 20 acres in size) from RL (Residential, Low Density) to PB (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant – Adopt
  
- \* 20. **PUBLIC HEARING/ORDINANCE #11-19** - 301 Mellon Rd. (Mellon Elementary School) - Planning Board recommendation to Amend the Future Land Use Map on a parcel of land (less than 20 acres in size) from OPF (Other Public Facilities) to PB (Public Building and Grounds) - City of Palatka Building & Zoning Dept., Applicant - Adopt
  
- \* 21. **PUBLIC HEARING/ORDINANCE #11-20** - 1100 Husson Ave. (Moseley Elementary School) - Planning Board recommendation to Amend the Future Land Use Map on a parcel of land (less than 20 acres in size) from RH (Residential, High Density) to PB (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant - Adopt
  
- \* 22. **PUBLIC HEARING** – Palatka Municipal Airport - Parcel Numbers 03-10-26-0000-0010-0000, 03-10-26-0000-0010-0040, 03-10-26-0000-0010-0060 - Planning Board recommendation to Amend Future Land Use Map on combined parcels of land greater than 20 acres in size from OPF (Other Public Facilities) to PB (Public Buildings and Grounds) and Rezone from M-1 (Light Industrial) to AP-1 (Airport) and AP-2 (Airport Related) - City of Palatka Building & Zoning Dept., Applicant
  - a. **Land Use Amendment – Authorize transmittal of draft ordinance to state agencies for review**
  - b. **Rezoning Ordinance – 1<sup>st</sup> Reading**

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- \* 23. **PUBLIC HEARING** – 1100 N. 19<sup>th</sup> St. (Jenkins Middle School) – Planning Board recommendation to Amend the Future Land Use Map and Future Land Use Element on a parcel of land greater than 20 acres in size from OPF (Other Public Facilities) to PB (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant - **Authorize transmittal of Draft Ordinance to state agencies for review**
- \* 24. **PUBLIC HEARING/ORDINANCE** – 2900 Crill Ave. (Oak Hill Cemetery East) Planning Board recommendation to Amend the Future Land Use Map and Future Land Use Element on a parcel of land greater than 20 acres in size from OPF (Other Public Facilities) to PB (Public Buildings and Grounds) and Rezone from R-3 (Multi-Family Residential) to PBG-1 (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant
  - a. **Land Use Amendment** – **Authorize transmittal of draft ordinance to state agencies for review**
  - b. **Rezoning Ordinance** – 1<sup>st</sup> Reading
- \* 25. **PUBLIC HEARING** - 302 Mellon Rd. (Palatka High School) - Planning Board recommendation to Amend the Future Land Use Map and Future Land Use Element on a parcel of land greater than 20 acres in size from OPF (Other Public Facilities) to PB (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant – **Authorize transmittal of Draft Ordinance to state agencies for review**
- \* 26. **PUBLIC HEARING** – Parcel Number 37-09-26-0000-0070-0000, located on Orié Griffin Boulevard (Putnam Co. Sheriff's Office and Jail) - Planning Board recommendation to Amend the Future Land Use Map on a parcel of land greater than 20 acres in size from OPF (Other Public Facilities) to PB (Public Buildings and Grounds) and Rezone from C-2 (Intensive Commercial) to PBG-1 (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant
  - a. **Land Use Amendment** – **Authorize transmittal of draft ordinance to state agencies for review**
  - b. **Rezoning Ordinance** – 1<sup>st</sup> Reading
- \* 27. **PUBLIC HEARING** – 5001 St. Johns Ave. (St. Johns River State College) - Planning Board recommendation to Amend Future Land Use Map on a parcel of land greater than 20 acres in size from OPF (Other Public Facilities) to PB (Public Buildings and Grounds) and Rezone from R-3 (Multi-Family Residential) to PBG-1 (Public Buildings and Grounds) - St. Johns River State College
  - a. **Land Use Amendment** – **Authorize transmittal of draft ordinance to state agencies for review**
  - b. **Rezoning Ordinance** – 1<sup>st</sup> Reading
- \* 28. **ORDINANCE** Amending the City of Palatka Future Land Use Element to allow for residential uses in the Commercial Future Land Use category, limited to Downtown zoning districts (Large Scale Amendment) – City of Palatka Building and Zoning Dept., Applicant – **Authorize transmittal of draft ordinance to state agencies for review**
- \* 29. **ORDINANCE** Amending the City of Future Land Use Element of the adopted City of Palatka Comprehensive Plan to change the timeframe of required hookup to city water system for properties within 250 ft. of a city water line from 90 days to one year – **Authorize transmittal of draft ordinance to state agencies for review**
- \* 30. **ORDINANCE** – Amending Section 94-114(d)(1) of the Palatka Municipal Code to allow for the limited encroachment of nonconforming structures into setbacks; and by amending Section 94, Division 2, Schedule of Districts and amending Section 94-67 to clarify applicability of variances – 1<sup>st</sup> Reading

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- \* 31. **ORDINANCE #11-21 - Amending Chapter 42, Article III of the Palatka Municipal Code to revise the "False Alarm" Ordinance – Adopt**
- 32. **ADMINISTRATIVE REPORTS**
- 33. **COMMISSIONER COMMENTS**
- 34. **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:**

August 11 – 13, 2011 – FLC Annual Conference, Orlando, FL  
Sept. 5, 2011 – City offices closed to observe Labor Day  
Sept. 15, 2011 – Palatka hosts NEFLC  
October 7, 2011 – Employee Safety Luncheon

**Board Openings:**

Code Enforcement Board:	1 Vacancy (Sub-Contractor)
Fire Pension Board	1 Vacancy ("5 <sup>th</sup> member")
Historic Preservation Board:	1 alternate
Putnam Co. Library Board:	1 Member (at large)
Planning Board	2 Members (at large)

# Agenda Item

3 a, b

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

*City of Palatka*  
*Office of the City Manager*

**To:** Mayor Myers, Commissioners

**From:** Woody Boynton, City Manager

**Date:** July 8, 2011

**RE:** Recommendation of Award – Palatka Municipal Airport  
Emergency Generator and Security System Improvements

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We concur with the engineer's recommendation to award these projects to H.L. Pruitt Corporation and W.W. Gay Fire and Integrated Systems, Inc to complete work associated with the installation of an emergency generator and security system improvements respectfully. Both projects are funded 100% by the Florida Department of Transportation. As you may recall \$75,000 was set aside for the emergency generator project and \$120,000 for the security system improvements.

With the award of these two contracts, approximately \$4,538 remains on the generator project grant and \$15,393 remains on the security system improvement grant. A nominal engineering fee (\$7,500) was previously approved from the generator grant as well as additional work (\$7,637) completed on security gates at the airport. A detail listing of the work to be performed is listed on the bid tab attached with the recommendation of award letter from the engineer.

Of the remaining moneys within the security system improvement grant, we are soliciting a price from Summerville Electric to install the fiber optic from CR216/SR100 to the airport terminal building. Other monies will be used to cover change orders should they arise.

Should you have any questions, please call.

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

904-757-6106  
904-757-6107 Fax

July 8, 2011

Mr. Woody Boynton  
City Manager, City of Palatka  
201 North 2<sup>nd</sup> Street  
Palatka, FL 32177

Reference: **Recommendation of Award:  
Emergency Generator and Security System Improvements  
Palatka Municipal Airport  
PA Project Number 24000010.0026**

Dear Mr. Boynton:

Passero Associates has reviewed the eight (3) bids that were opened on June 28, 2011, for the Security Improvements project at Palatka Municipal Airport. This letter serves as Passero Associates recommendation of award to H.L. Pruitt Corporation for the Emergency Generator and W.W. Gay Fire & Integrated Systems, Inc. for the Security System Improvements.

Passero Associates recommends the Emergency Generator contract be awarded to H.L. Pruitt Corporation in the amount of fifty-five thousand, three hundred twenty-five dollars and zero cents (\$55,325.00).

Passero Associates recommends the Security Systems Improvements contract be awarded to W.W. Gay Fire & Integrated Systems, Inc. in the amount of one hundred four thousand, six hundred seven dollars and zero cents (\$104,607.00).



A copy of the Tabulation of Bids Received is enclosed, for review.

If you have any questions or require additional information, please contact me.

Sincerely,

Andrew M. Holesko, C.M.  
Program Manager / Vice President

PROJECT: Security Improvements and Emergency Generator

OWNER: City of Palatka

ENGINEER: PASSERO ASSOCIATES

BID DATE: June 28, 2011

PROJECT NO.: 24600010.0026

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	H.L. Pruitt Corporation UNIT PRICE	H.L. Pruitt Corporation TOTAL	W.W. Gay Fire & Integrated Systems, Inc. UNIT PRICE	W.W. Gay Fire & Integrated Systems, Inc. TOTAL	Sunbelt Gated Access UNIT PRICE	Sunbelt Gated Access TOTAL
<b>Emergency Generator</b>									
1	Mobilization	1	LS	\$5,000.00	\$5,000.00				\$0.00
2	Emergency Generator at Terminal (60 KW)	1	EA	\$30,925.00	\$30,925.00				\$0.00
3	Relocate existing transfer switch and modify exterior wall	1	LS	\$17,220.00	\$17,220.00				\$0.00
4	Transient Voltage Surge Suppressor (TVSS)	1	EA	\$2,180.00	\$2,180.00				\$0.00
	<b>Emergency Generator Total</b>				<b>\$55,325.00</b>				<b>\$0.00</b>
<b>Security System Improvements</b>									
1	Mobilization	1	LS	\$0.00	\$0.00	\$500.00	\$500.00	\$1,120.00	\$1,120.00
2	17" flat-panel LCD security monitor	2	EA	\$195.00	\$390.00	\$390.00	\$780.00	\$0.00	\$0.00
3	37" flat-panel LCD security monitor	1	EA	\$0.00	\$0.00	\$905.00	\$905.00	\$0.00	\$0.00
4	42" flat-panel LCD security monitor	1	EA	\$0.00	\$0.00	\$1,065.00	\$1,065.00	\$0.00	\$0.00
5	52" flat-panel LCD security monitor	1	EA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6	Video projector in conference room, complete with computer & audio connections	1	EA	\$0.00	\$0.00	\$23,600.00	\$23,600.00	\$270.00	\$270.00
7	Electrical Coordination at Terminal Building	1	LS	\$0.00	\$0.00	\$2,290.00	\$2,290.00	\$0.00	\$0.00
8	Security Computer	1	EA	\$0.00	\$0.00	\$13.10	\$13.10	\$0.00	\$0.00
9	Security Film for Windows (V-Kool or approved equal)	550	SF	\$0.00	\$0.00	\$7,200.00	\$7,200.00	\$0.00	\$0.00
10	Relocate existing gate operator and gate to fire station gate	1	EA	\$0.00	\$0.00	\$2,400.00	\$2,400.00	\$5,674.00	\$5,674.00
11	New 24' Capilever Gate	1	EA	\$0.00	\$0.00	\$10,175.00	\$10,175.00	\$0.00	\$0.00
12	New Gate Operator	2	EA	\$0.00	\$0.00	\$9,400.00	\$18,800.00	\$11,410.00	\$22,820.00
13	Complete Security System, In Place	1	LS	\$0.00	\$0.00	\$47,132.00	\$47,132.00	\$14,918.00	\$14,918.00
14	Additional IP cameras	9	EA	\$0.00	\$0.00	\$560.00	\$560.00	\$0.00	\$0.00
15	Relocate existing Drop Safe	1	EA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<b>Security System Improvements Total</b>					<b>\$104,607.00</b>	<b>\$104,607.00</b>		<b>\$44,802.00</b>

## Betsy Driggers

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**From:** Woody Boynton  
**Sent:** Thursday, July 07, 2011 1:09 PM  
**To:** Betsy Driggers  
**Subject:** FW: BID TABS  
**Attachments:** SKMBT\_50111070710050.pdf

Please add these contract awards to the consent agenda, Passero will have their cover letters tomorrow. Karen has the bid openings if you need a copy of the bid.

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

**From:** Lampp, Gene [<mailto:Gene.Lampp@dot.state.fl.us>]  
**Sent:** Thursday, July 07, 2011 11:08 AM  
**To:** Woody Boynton  
**Cc:** Alexis Schmidt; Andrew Holesko; John Youell  
**Subject:** BID TABS

Woody,

The Bid Tabs for contracts AQ418 and AQ838.

Always Buckle Up When Driving or Flying

Gene Lampp  
Florida Department of Transportation  
District Aviation Specialist  
[gene.lampp@dot.state.fl.us](mailto:gene.lampp@dot.state.fl.us)  
Ork (904) 360-5667

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

**From:** [jx221\\_501@dot.state.fl.us](mailto:jx221_501@dot.state.fl.us) [[mailto:jx221\\_501@dot.state.fl.us](mailto:jx221_501@dot.state.fl.us)]  
**Sent:** Thursday, July 07, 2011 6:06 AM  
**To:** Lampp, Gene  
**Subject:** Scan-to-email

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See attachment.



Project Name: Security Improvements  
Palaika Municipal Airport

Bid Date & Time: June 28th, 2011 @ 3:00pm

Bidder's List

Company Name:

	Emergency Generator	Security System
1	H.L. Pruitt Corp Winter Springs, FL	55,425.00
2	Synbelt Systems, Inc Jacksonville, FL	47,802.00
3	W.W. Gray, Fire & Int. Sys, Inc Jacksonville, FL	139,987.00
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# Florida Department of Transportation

RICK SCOTT  
GOVERNOR

2198 Edison Avenue  
Jacksonville, Florida 32204-2730

ANANTH PRASAD, P.E.  
SECRETARY

July 7, 2011

Woody Boynton  
City Manager  
201 N. 2<sup>nd</sup> Street  
Palatka, Fl 32177

**RE: Agency Certification for Joint Participation Agreement for F.P. 43053119411,  
Contract # AQ838  
\$104,607.00**

Dear Mr. Boynton:

I hereby concur with the above certification for the referenced project. Legal aspects of the bid documents were not addressed because it is considered the responsibility of the Agency to ensure compliance with all applicable laws, statutes and ordinances. We hereby issue an Authorization to Award the contract to W. W. Gay Fire & Integrated System Inc. Approval of this award is not a commitment for funding above the amount allotted in the Joint Participation Agreement.

At this time:     We authorize your issuance of a Notice to Proceed.

We approve the 3<sup>rd</sup> Party Agreements.

Agency cannot issue a Notice to Proceed until the following documents are forwarded to our office for review and approval.

1. Scope of Work for Passero Associates
2. \_\_\_\_\_
3. \_\_\_\_\_

If any additional information is required, please call me at (904) 360-5667.

Sincerely,

Gene Lampe  
District Aviation/Transit Specialist

From: W.W. Gay Fire & Integrated Systems, Inc.  
 522 Stockton St.  
 Jacksonville, Fl. 32204

AIRPORT: Palatka Municipal Airport  
 PROJECT: Security Systems Improvements  
 OWNER: City of Palatka  
 DATE: May, 2011

ITEM NUMBER	ITEM DESCRIPTION	QUANTITY	UNITS	UNIT PRICE (IN WORDS)	UNIT PRICE (IN NUMBERS)	TOTAL
1	Mobilization	1	US	FIVE HUNDRED	\$500	\$500
2	17" flat-panel LCD security monitor	2	EA	ONE HUNDRED NINETY-FIVE	195	390
3	37" flat-panel LCD security monitor	1	EA	NINE HUNDRED FIVE	905	905
4	42" flat-panel LCD security monitor	1	EA	ONE THOUSAND FIFTY-FIVE	1055	1,055
5	52" flat-panel LCD security monitor	1	EA	TWO THOUSAND ONE HUNDRED TWENTY	2,120	2,120
6	Video projector in conference room, Complete with computer & audio connections	1	EA	ONE THOUSAND FOUR HUNDRED NINETY	1,490	1,490
7	Electrical Coordination at Terminal Building	1	LS	TWENTY-THREE THOUSAND SIX HUNDRED	23,600	23,600
8	Security Computer	1	EA	TWO THOUSAND TWO HUNDRED NINETY	2,290	2,290
9	Security Film for Windows (V-Kool or approved equal)	550	SF	SEVEN THOUSAND TWO HUNDRED	7,200	7,200
10	Relocate existing gate operator and gate to fire station gate	1	EA	TWO THOUSAND FOUR HUNDRED	2,400	2,400
11	New 24' Cantilever Gate	1	EA	TWO THOUSAND ONE HUNDRED SEVENTY-FIVE	19,175	19,175
12	New Gate Operators	1	3EA	SIXTY THOUSAND FOUR HUNDRED	8,400	8,400
13	Complete Security System, in Place	1	US	FOURTY-SEVEN THOUSAND ONE HUNDRED THIRTY-TWO	47,132	47,132
14	Additional IP cameras	9	EA	THREE THOUSAND FIVE HUNDRED THIRTY	3,530	3,570
15	Relocate existing Drop Safe	1	EA	FIVE HUNDRED SIXTY	560	560
					Total	\$139,987

NOTE 1: Unit pricing is for informational purposes only, and does not constitute an offer to sell that individual unit of work, due to overlapping scopes of work within units. This is a lump-sum offer only.

NOTE 2: See Clarifications and Exceptions, attached.



## **W.W. GAY FIRE & INTEGRATED SYSTEMS, INC.**

522 STOCKTON STREET • JACKSONVILLE, FL 32204 • PHONE 904-387-7973 • WWW.WWGFP.COM



Project: City of Palatka – Palatka Municipal Airport, Security System Improvements,  
FDOT Project F.I.N. No. 427548-1-94-11

### **Clarifications and Exceptions**

1. Pricing based on existing 110v outlets available at all monitor and projector locations in Terminal Bldg., within 4' of device.
2. Pricing based on existing 110v outlets available at all camera locations at West Hangars, East Hangars, Fuel Farm, and West Gate/B-2, within 6' of device, (for Motorola wireless Subscriber Modules).
3. Pricing based on existing 110v power available at ARFF gate, for new gate operator, and for Motorola wireless Subscriber Module.
4. We will install new light pole at East Terminal Gate, and route power underground from Terminal Bldg.
5. Pricing based on utilizing existing UG telephone lines for Gate Intercoms, free of grounds/shorts/opens.
6. Pricing based on all existing UG conduits to be in re-usable condition, free and clear of all obstructions.
7. Quoted Access Control System is Lenel.
8. Quoted Window Film is 3M Prestige 70.
9. Though the bid form, Item 12, shows a quantity of 2 new gate operators, we are quoting one new gate operator (for the East Terminal Gate), as indicated on our bid, and as indicated in the plans and specifications.
10. Our bid excludes "2 push up pole (30') and hardware", as one camera is going on a new light pole, and one is going on an existing light pole, per the drawings.

# THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

## Bid Bond

**KNOW ALL MEN BY THESE PRESENTS,** that we **W.W. GAY FIRE & INTEGRATED SYSTEMS, INC.**  
(Here insert full name and address or legal title of Contractor)

522 Stockton Street  
Jacksonville, Florida 32204

as **Principal, hereinafter called the Principal,** and **BERKLEY REGIONAL INSURANCE COMPANY**  
(Here insert full name and address or legal title of Surety)

11201 Douglas  
Urbandale, IA 50322

a corporation duly organized under the laws of the State of Delaware  
as **Surety, hereinafter called the Surety,** are held and firmly bound unto **CITY OF PALATKA**  
(Here insert full name and address or legal title of Owner)

201 N 2nd Street  
Palatka, FL 32217

as **Obligee, hereinafter called the Obligee,** in the sum of **FIVE PERCENT OF THE LARGEST AMOUNT FOR WHICH**  
**AWARD CAN BE MADE UNDER THE ACCOMPANYING BID** Dollars (\$ **5%** ),

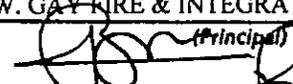
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

**WHEREAS,** the Principal has submitted a bid for (Here insert full name, address and description of project)  
**SECURITY SYSTEM IMPROVEMENTS**

**NOW, THEREFORE,** if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this **21st** day of **June** **19** 2011

  
(Witness)

**W.W. GAY FIRE & INTEGRATED SYSTEMS, INC.**  
 (Principal) (Seal)  
(Title)

  
(Witness)  
Melissa Beckworth

**BERKLEY REGIONAL INSURANCE COMPANY**  
 (Surety) (Seal)  
(Title)  
Tom S. Lobrano, IV  
Attorney-In-Fact & Florida Resident Agent

POWER OF ATTORNEY  
BERKLEY REGIONAL INSURANCE COMPANY  
WILMINGTON, DELAWARE

NOTICE: The warning found elsewhere in this Power of Attorney affects the validity thereof. Please review carefully.

KNOW ALL MEN BY THESE PRESENTS, that BERKLEY REGIONAL INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Delaware, having its principal office in Urbandale, Iowa, has made, constituted and appointed, and does by these presents make, constitute and appoint *James C. Congelio, Tom S. Lobrano, IV, Tom S. Lobrano, III or James N. Congello of Construction Insurance Brokers Corporation dba Surety Associates, Inc. of Jacksonville, Florida* its true and lawful Attorney-in-Fact, to sign its name as surety only as delineated below and to execute, seal, acknowledge and deliver any and all bonds and undertakings, with the exception of Financial Guaranty Insurance, providing that no single obligation shall exceed Fifty Million and 00/100 U.S. Dollars (U.S.\$50,000,000), to the same extent as if such bonds had been duly executed and acknowledged by the regularly elected officers of the Company at its principal office in their own proper persons.

This Power of Attorney shall be construed and enforced in accordance with, and governed by, the laws of the State of Delaware, without giving effect to the principles of conflicts of laws thereof. This Power of Attorney is granted pursuant to the following resolutions which were duly and validly adopted at a meeting of the Board of Directors of the Company held on August 21, 2000:

"RESOLVED, that the proper officers of the Company are hereby authorized to execute powers of attorney authorizing and qualifying the attorney-in-fact named therein to execute bonds, undertakings, recognizances, or other suretyship obligations on behalf of the Company, and to affix the corporate seal of the Company to powers of attorney executed pursuant hereto; and further

RESOLVED, that such power of attorney limits the acts of those named therein to the bonds, undertakings, recognizances, or other suretyship obligations specifically named therein, and they have no authority to bind the Company except in the manner and to the extent therein stated; and further

RESOLVED, that such power of attorney revokes all previous powers issued on behalf of the attorney-in-fact named; and further

RESOLVED, that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any power of attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligation of the Company; and such signature and seal when so used shall have the same force and effect as though manually affixed. The Company may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Company, notwithstanding the fact that they may have ceased to be such at the time when such instruments shall be issued."

IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 2 day of September, 2010.

Attest:

Berkley Regional Insurance Company

(Seal)

By

Ira S. Lederman  
Senior Vice President & Secretary

By

Jeffrey M. Hafter  
Senior Vice President

WARNING: THIS POWER INVALID IF NOT PRINTED ON BLUE "BERKLEY" SECURITY PAPER.

STATE OF CONNECTICUT )

) ss:

COUNTY OF FAIRFIELD )

Sworn to before me, a Notary Public in the State of Connecticut, this 2 day of September, 2010, by Jeffrey M. Hafter and Ira S. Lederman who are sworn to me to be the Senior Vice President, and the Senior Vice President and Secretary, respectively, of Berkley Regional Insurance Company.

**EILEEN KILLEEN**  
**NOTARY PUBLIC**  
MY COMMISSION EXPIRES JUNE 30, 2012

Eileen Killeen  
Notary Public, State of Connecticut

CERTIFICATE

I, the undersigned, Assistant Secretary of BERKLEY REGIONAL INSURANCE COMPANY, DO HEREBY CERTIFY that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and that the authority of the Attorney-in-Fact set forth therein, who executed the bond or undertaking to which this Power of Attorney is attached, is in full force and effect as of this date.

Given under my hand and seal of the Company, this 21st day of June, 2011.

(Seal)

Steven Coward  
Steven Coward

WARNING - Any unauthorized reproduction or alteration of this document is prohibited. This power of attorney is void unless seals are readable and the certification seal at the bottom is embossed. The background imprinting and confirmation (on reverse) must be in blue ink.

**ADDENDUM NO. 1**  
**June 17, 2011**

Your attention is directed to the following interpretation of changes in and additions to the Contract Documents for the Emergency Generator and Security System Improvements Projects. This Addendum is part of Contract Documents.

**THE BID DATE HAS BEEN CHANGED.**  
**BIDS ARE DUE TUESDAY, JUNE 28, 2011 AT 3:00 PM**

In the Contract Documents:

**Generator**

1. **Replace** Notice to Bidders
2. **Add** General Plan

**Security System**

1. **Replace** Notice to Bidders
2. **Replace** Bid Forms
3. **Replace** Security System list of components
4. **Add** Entraguard Titanium specification
5. **Replace** Site Plan

**EMERGENCY GENERATOR – QUESTIONS FROM BIDDERS & RESPONSES**

The following are responses to questions received by email.

QUESTION 1: Is the contractor to relocate the existing transfer switch, main disconnect, and the other devices on the outside of the north wall of the terminal?

RESPONSE: The transfer switch for the generator is to be located on the west side of the building as shown on the site plan.

QUESTION 2: What is the amperage of the main disconnect and feeder circuits?

RESPONSE: 400 A

QUESTION 3: How long can the terminal be without power to perform the relocation?

RESPONSE: This will be coordinated with the airport manager at time of installation.

QUESTION 4: Where is the TVSS to be installed?

RESPONSE: The TVSS is to be installed at the existing AWOS on the airfield. See attached drawing for AWOS location.

**ADDENDUM NO. 1**  
**June 17, 2011**

QUESTION 5: Can the conduit from the relocated meter to the existing panel be exposed on the outside of the building or will it have to be run underground and the concrete be removed?

RESPONSE: The conduit can be exposed.

**SECURITY SYSTEM IMPROVEMENTS – QUESTIONS FROM BIDDERS AND RESPONSES**

QUESTION 1: Where is the power for the cameras and lights coming from? What is the distance from the power to the camera?

RESPONSE: The security system will tie into the terminal power at the electrical room (shown on the plan).

QUESTION 2: What types of light fixtures are to be installed with the cameras?

RESPONSE: The light fixture at the east gate shall be similar to existing light fixtures (see attached picture). The cameras at the fuel farm and west gate will use existing light sources.

QUESTION 3: How will the gate intercom system communicate to the terminal and skydive school?

RESPONSE: The gate intercom will use existing telephone lines.

QUESTION 4: How are the monitors and projector in the terminal getting powered and communication?

RESPONSE: The monitors will use the existing electrical and cable in the terminal.

---

QUESTION 5: Are we to install exposed conduit for the cable?

RESPONSE: Yes

QUESTION 6: Cantilever gates are "handed." Which way will the relocated gate slide to the open position and is there enough room for the gate and tail piece to slide to?

RESPONSE: The gate at the fire station will slide left and there is enough room for the gate to open.

QUESTION 7: Is the new gate opener, with controls, to match the existing that is being relocated?

RESPONSE: The new operator shall be HySecurity SlideDriver as specified.

ADDENDUM NO. 1  
June 17, 2011

QUESTION 8: Are bollards to be installed similar to existing?

RESPONSE: Yes, bollards shall be similar to existing.

QUESTION 9: Are new concrete bases required for the new equipment at the old locations?

RESPONSE: New concrete bases will be required for all equipment except gate operators.

QUESTION 10: We would like to propose a different model/manufacturer than that specified?

RESPONSE: The submittal process for approved equals will occur after the project has been awarded to a contractor.

ACKNOWLEDGED:

Paul L...

W. W. Boy F&IS.

## **ADDENDUM NO. 2**

**June 21, 2011**

To the Contract Documents for  
**Emergency Generator and Security System Improvements**  
At  
Palatka Municipal Airport  
Palatka, Florida

The following constitutes Addendum No. 2

---

Prepared By:

PASSERO ASSOCIATES, LLC  
13453 N. Main Street, Suite 106  
Jacksonville, Florida 32218  
(904) 757-6107 FAX  
(904) 757-6106 PHONE

---

**ADDENDUM NO. 2**  
**June 21, 2011**

Your attention is directed to the following interpretation of changes in and additions to the Contract Documents for the Emergency Generator and Security System Improvements Projects. This Addendum is part of Contract Documents.

**THE BID DATE HAS BEEN CHANGED.**  
**BIDS ARE DUE TUESDAY, JUNE 28, 2011 AT 3:00 PM**

In the Contract Documents:

**Generator**

1. **Replace Bid Forms** – Added line item for Mobilization

**Security System**

1. **Replace Bid Forms** – Added line item for Mobilization

**SECURITY SYSTEM IMPROVEMENTS – QUESTIONS FROM BIDDERS AND RESPONSES**

QUESTION 1: The Bid Forms do not include a line item for Mobilization. Where should this be included?

RESPONSE: Mobilization has been added to the bid forms.

QUESTION 2: The specifications indicate several types of Solar Control Film. Which film is to be used on the windows?

RESPONSE: Solar Control Security Film, P/N VK-70 Film is to be used on all windows.

QUESTION 3: The line item for Video Projector indicates it shall be "complete with computer & audio connections." Please clarify if this includes speakers and a computer or just connection capabilities.

RESPONSE: The projector shall be computer and audio ready. No computer or speakers need be included.

QUESTION 4: The plans and specifications do not indicate what type of electrical coordination is required at the terminal building. Please clarify.

RESPONSE: The security system shall be coordinated into the existing circuit and electrical room in the terminal.

ACKNOWLEDGED:

*Handwritten Signature*

W.W. GAY F.B.I.S.

# **ADDENDUM NO. 3**

**June 23, 2011**

To the Contract Documents for  
**Emergency Generator and Security System Improvements**  
At  
Palatka Municipal Airport  
Palatka, Florida

The following constitutes Addendum No. 1

---

Prepared By:

PASSERO ASSOCIATES, LLC  
13453 N. Main Street, Suite 106  
Jacksonville, Florida 32218  
(904) 757-6107 FAX  
(904) 757-6106 PHONE

---

ADDENDUM NO. 3

June 23, 2011

Your attention is directed to the following interpretation of changes in and additions to the Contract Documents for the Emergency Generator and Security System Improvements Projects. This Addendum is part of Contract Documents.

**THE BID DATE HAS BEEN CHANGED.**  
**BIDS ARE DUE TUESDAY, JUNE 28, 2011 AT 3:00 PM**

In the Contract Documents:

**Generator**

1. **Replace** Site Plan

Generator set shall be natural gas instead of diesel. Contractor is to field verify location of existing gas service line. Service is within 30' of proposed generator location.

ACKNOWLEDGED:

*Paul H*  
W.W. 607 F&F5





**Florida Department of Transportation**

**RICK SCOTT  
GOVERNOR**

2198 Edison Avenue  
Jacksonville, Florida 32204-2730

**ANANTH PRASAD, P.E.  
SECRETARY**

July 7, 2011

Woody Boynton  
City Manager  
201 N. 2<sup>nd</sup> Street  
Palatka, Fl 32177

**RE: Agency Certification for Joint Participation Agreement for F.P. 42754819411,  
Contract # AQ418  
\$55,325.00**

Dear Mr. Boynton:

I hereby concur with the above certification for the referenced project. Legal aspects of the bid documents were not addressed because it is considered the responsibility of the Agency to ensure compliance with all applicable laws, statutes and ordinances. We hereby issue an Authorization to Award the contract to H. L. Pruitt Corporation. Approval of this award is not a commitment for funding above the amount allotted in the Joint Participation Agreement.

At this time: XX We authorize your issuance of a Notice to Proceed.

XX We approve the 3<sup>rd</sup> Party Agreements.

— Agency cannot issue a Notice to Proceed until the following documents are forwarded to our office for review and approval.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

If any additional information is required, please call me at (904) 360-5667.

Sincerely,

Gene Lampp  
District Aviation/Transit Specialist

AIRPORT: Palatka Municipal Airport  
 PROJECT: Emergency Generator  
 OWNER: City of Palatka  
 DATE: May, 2011

H.L. PRUITT CORPORATION  
 501 WADE STREET  
 WINTER SPRINGS, FL 32088  
 Ph. 407-327-3848 fax 407-327-3756

ITEM NUMBER	ITEM DESCRIPTION	QUANTITY	UNITS	UNIT PRICE (IN WORDS)	UNIT PRICE (IN NUMBERS)	TOTAL
1	Mobilization	1	LS	FIVE THOUSAND	5,000. <sup>00</sup>	5,000. <sup>00</sup>
2	Emergency generator at terminal (60 KW)	1	EA	THIRTY THOUSAND NINE HUNDRED TWENTY FIVE	30,925. <sup>00</sup>	30,925. <sup>00</sup>
3	Relocate existing transfer switch and modify exterior wall	1	LS	SEVEN TEEN THOUSAND TWO HUNDRED TWENTY	17,220. <sup>00</sup>	17,220. <sup>00</sup>
4	Transient Voltage Surge Suppressor (TVSS)	1	EA	TWO THOUSAND ONE HUNDRED EIGHTY	2,180. <sup>00</sup>	2,180. <sup>00</sup>
					Total:	55,425.00

FIFTY-FIVE THOUSAND  
 FOUR HUNDRED TWENTY FIVE DOLLARS





STATE OF FLORIDA

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

ELECTRICAL CONTRACTORS LICENSING BOARD
1940 NORTH MONROE STREET
TALLAHASSEE FL 32399-0783

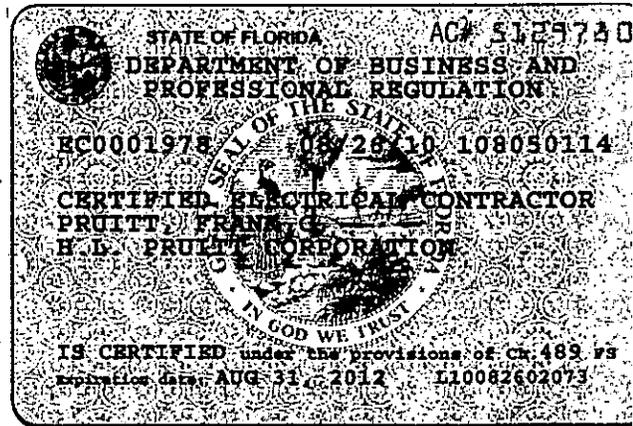
(850) 487-1395

PRUITT, FRANK C
H.L. PRUITT CORPORATION
501 WADE ST
WINTER SPRINGS FL 32708

Congratulations! With this license you become one of the nearly one million Floridians licensed by the Department of Business and Professional Regulation.

Every day we work to improve the way we do business in order to serve you better. For information about our services, please log onto www.myfloridalicense.com.

Our mission at the Department is: License Efficiently, Regulate Fairly. We constantly strive to serve you better so that you can serve your customers.



DETACH HERE

AC# 5129780

STATE OF FLORIDA

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
ELECTRICAL CONTRACTORS LICENSING BOARD

SEQ# L10082602073

Table with 3 columns: DATE, BATCH NUMBER, LICENSE NBR. Row 1: 08/26/2010, 108050114, EC0001978

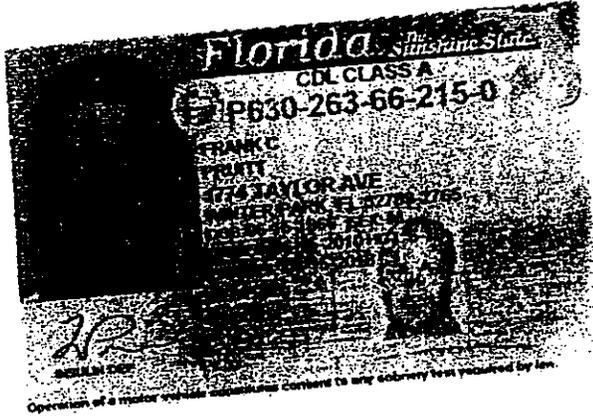
The ELECTRICAL CONTRACTOR Named below IS CERTIFIED Under the provisions of Chapter 489, FS. Expiration date: AUG 31, 2012



PRUITT, FRANK C
H.L. PRUITT CORPORATION
501 WADE STREET
WINTER SPRINGS FL 32708

CHARLIE CRIST
GOVERNOR

CHARLIE LIEM
SECRETARY



Florida Sunshine State

CDL CLASS A

P630-263-66-215-0

FRANK

TAYLOR

1774 TAYLOR AVE

LAKE PARK FLORIDA 32909

ISSUED 01/01/2010

Operation of a motor vehicle supersedes that of any category less qualified by law.

Agenda  
Item

3c

**REQUEST TO BE PLACED ON  
CITY COMMISSION AGENDA**

**NOTE:** Regular City Commission meetings are held on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of the month at 6:00 p.m. This request form, together with any attachments or backup material that that would help the Commission to better consider your request, should be submitted to the City Clerk's office *no later than 4:00 p.m. on the Friday prior to the next regularly scheduled Thursday City Commission meeting.* Meeting dates are subject to change. Please verify the closing date for agenda items with the Clerk's office.

**Name of Individual, Organization or Group making presentation or request:**

Palatka Police Department, Chief Gary Getchell

**Name of Individual making presentation or request, if different:**

GARY GETCHELL, CHIEF OF POLICE

**Address:** 110 NORTH 11<sup>TH</sup> STREET

Daytime Phone 329-0110 Home ph. \_\_\_\_\_ Fax 329-0159

Requested meeting date for Agenda Item: 7/14/2011

Request for Commission Action x-- or Presentation Only \_\_\_ or no action required \_\_\_\_\_

Subject Matter you wish to address: Police Department request approval to accept the continuation of the Victims of Crime Act (VOCA) Grant for the budget year of 2011/2012.

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.

**Palatka Police Department  
110 North 11<sup>th</sup> Street**

**Memorandum**

**Date:** June 23, 2011  
**To:** City Commission, Via City Clerk  
**From:** Gary S. Getchell, Chief of Police   
**Subject:** Victims of Crime Act (VOCA) Grant

---

**BACKGROUND**

In 2009, the Palatka Police Department was awarded the VOCA Grant for the budget year 2009/2010. This was the first time the City of Palatka had a full-time Victim Advocate to assist those in the community whose lives had been touched by crime. This is a fully funded position.

**DISCUSSION**

The fundamental reason for the existence of this position is to provide direct victim services which include but are not limited to crisis intervention, provide support and counsel victims in the legal progression of their cases. The need for a Victim Advocate for the City of Palatka continues to be great. There is no requirement for match funding from the City of Palatka. The grant requires only in-kind contributions which this Department has satisfied in the past and therefore feels we can continue to do so.

**RECOMMENDATION**

We recommend authorization to accept the continuation of the VOCA Grant for the upcoming budget year 2011/2012.

Cc;

# Agenda Item

3d-1

**REQUEST TO BE PLACED ON  
CITY COMMISSION AGENDA**

**NOTE:** Regular City Commission meetings are held on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of the month at 6:00 p.m. This request form, together with any attachments or backup material that that would help the Commission to better consider your request, should be submitted to the City Clerk's office ***no later than 5:00 p.m. on the Wednesday, a week prior to the next regularly scheduled Thursday City Commission meeting.*** Meeting dates are subject to change. Please verify the closing date for agenda items with the Clerk's office.

**Name of Individual, Organization or Group making presentation or request:**

Chief Gary Getchell / Palatka Police Department

**Name of Individual making presentation or request, if different:**

Chief Gary Getchell

Address: Palatka Police Department

Daytime Phone 329-0115 Home ph. \_\_\_\_\_ Fax \_\_\_\_\_

Requested meeting date for Agenda Item: July 14, 2011

Request for Commission Action or  Presentation Only; no action required Subject

Matter you wish to address:

**Grant Application**

***Refer to attached announcement***

Commission Action Requested, if any: Authorize department to submit

application for 2011 Edward Byrne Memorial Justice Assistance Grant (JAG)

Program – Local Solicitation (\$14,118.00 with no match)

**PLACE ON CONSENT AGENDA**

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.

**Palatka Police Department  
110 North 11<sup>th</sup> Street**

**Memorandum**

**Date:** 07-07-10  
**To:** Betsy Driggers, City Clerk  
**From:** Chief Gary Getchell  
**Subject:** Request to apply for grant – Edward Byrne Memorial Justice Assistance Grant – Local Solicitation

---

The Palatka Police Department wishes to submit an application to receive funding from the United States Department of Justice to assist our department in acquiring technological equipment and programs to be utilized by department personnel in the performance of their duties.

The funding is in the amount of \$14,118.00. There is no requirement for match funding from the City of Palatka.

**Chief Gary Getchell**

---

Cc;  
City Manager Woody Boynton  
Assistant Chief James Griffith

James Griffith

---

**From:** owner-bvp-list@ojp.usdoj.gov on behalf of Justice, BJA [bja.justice@usdoj.gov]  
**nt:** Monday, June 06, 2011 2:17 PM  
**bject:** Fiscal Year (FY) 2011 Edward Byrne Memorial Justice Assistance Grant (JAG) Program announcement

The Bureau of Justice Assistance (BJA) is pleased to announce that Fiscal Year (FY) 2011 Edward Byrne Memorial Justice Assistance Grant (JAG) Program funding information is now available and appears on the [BJA JAG web page](#).

Please note that this email is being sent to all prior JAG recipients and **does not necessarily confirm your jurisdiction's eligibility under the FY 2011 Local JAG Program**.

Eligible jurisdictions under FY 2011 Local JAG are limited to units of local government appearing on the [FY 2011 Local JAG Allocations list](#). Please review this list and verify your eligibility, and **if eligible**, review the associated [FY 2011 Local JAG solicitation](#) and submit an application for funding through the Office of Justice Program's (OJP) [Grants Management System \(GMS\)](#) by **8:00 p.m. Eastern Daylight Time (EDT) on July 21, 2011**.

**Due to the late passage of the FY 2011 appropriations, BJA does not anticipate being able to extend the July 21, 2011 deadline.** Please contact the GMS Help Desk at 1-888-549-9901 (Option 3) prior to the deadline if you experience any technical difficulties with submission. Applications must be submitted by the stated deadline, regardless of whether the 30 day governing body review requirement has been satisfied. BJA will hold applications prior to processing until the 30 day governing body review requirement has been met OR attach a withholding of funds special condition to the award until the governing body requirement has been satisfied.

For questions related to the JAG solicitation, please contact the BJA Justice Information Center at 1-877-927-5657, via e-mail to [JIC@telesishq.com](mailto:JIC@telesishq.com) or by [live web chat](#).

For GMS assistance, please refer to: <http://www.ojp.usdoj.gov/gmscbt/> or contact the GMS Help Desk at 1-888-549-9901; Option 3.

# Agenda Item

3d-2

**REQUEST TO BE PLACED ON  
CITY COMMISSION AGENDA**

**NOTE:** Regular City Commission meetings are held on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of the month at 6:00 p.m. This request form, together with any attachments or backup material that that would help the Commission to better consider your request, should be submitted to the City Clerk's office *no later than 5:00 p.m. on the Wednesday, a week prior to the next regularly scheduled Thursday City Commission meeting.* Meeting dates are subject to change. Please verify the closing date for agenda items with the Clerk's office.

**Name of Individual, Organization or Group making presentation or request:**

Chief Gary Getchell / Palatka Police Department

**Name of Individual making presentation or request, if different:**

Chief Gary Getchell

Address: Palatka Police Department

Daytime Phone 329-0115 Home ph. \_\_\_\_\_ Fax \_\_\_\_\_

Requested meeting date for Agenda Item: July 14, 2010

Request for Commission Action or  Presentation Only; no action required Subject

Matter you wish to address:

Grant Application

*Refer to attached announcement*

Commission Action Requested, if any: Authorize department to submit application for 2011 Edward Byrne Memorial Justice Assistance Grant (JAG)

Program – JAG Countywide – State Solicitation (\$21,364.00 with no match)

**PLACE ON CONSENT AGENDA**

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.

**Palatka Police Department  
110 North 11<sup>th</sup> Street**

**Memorandum**

**Date:** 07-07-11  
**To:** Betsy Driggers, City Clerk  
**From:** Chief Gary Getchell  
**Subject:** Request to apply for grant – Edward Byrne Memorial Justice Assistance Grant – Countywide – State Solicitation

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The Palatka Police Department wishes to submit an application to receive funding from the United States Department of Justice to assist our department in acquiring technological equipment to be utilized to improve the department's wireless network.

The State of Florida has allocated \$106,824.00 to Putnam County. The money will be divided among 5 government entities, Palatka receiving \$21,364.00. There is no requirement for match funding from the City of Palatka. A copy of the grant announcement is attached for your review.

**Chief Gary Getchell**

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Cc;  
City Manager Woody Boynton  
Assistant Chief James Griffith



Florida Department of  
Law Enforcement

Gerald M. Bailey  
*Commissioner*

**Business Support Program**  
Post Office Box 1489  
Tallahassee, Florida 32302-1489  
(850) 410-7000  
[www.fdle.state.fl.us](http://www.fdle.state.fl.us)

Rick Scott, *Governor*  
Pam Bondi, *Attorney General*  
Jeff Atwater, *Chief Financial Officer*  
Adam Putnam, *Commissioner of Agriculture*

June 8, 2011

The Honorable Brad Purcell  
Chairman, Putnam County  
Board of Commissioners  
P O Box 758  
Palatka, FL 32178

Re: Federal Fiscal Year (FFY) 2011 Edward Byrne Memorial Justice Assistance  
Grant (JAG) Program – JAG Countywide – State Solicitation

Dear Chairman Purcell:

The Florida Department of Law Enforcement (FDLE) anticipates an award from the United States Department of Justice for FFY 2011 JAG funds. FDLE will distribute these funds in accordance with the JAG Countywide distribution provisions of Chapter 11D-9, Florida Administrative Code.

FDLE has set aside \$106,824 funds for use by all units of government within Putnam County. The enclosed Program Announcement provides an overview of these funds which can be used by local units of government to support a broad range of activities to prevent and control crime and to improve the criminal justice system. Please note that the Program Announcement includes information from the U.S. Department of Justice relating several areas of national focus and its priorities to help maximize the effectiveness of the Byrne/JAG funding.

As a condition of participation in this program, the units of government in each county must reach a consensus concerning the expenditure of these funds. This consensus must include the projects to be implemented as well as the agency responsible for such implementation.

Developing such consensus will require someone to exercise leadership and assume a coordinating role in the development of applications for these funds. FDLE recommends that the Board of County Commissioners assume this responsibility. In the event the county declines to serve in this capacity, the Department will request the governing body of each municipality in the county, in descending order of population, to serve as the coordinating unit of government.

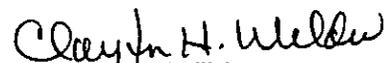
The Honorable Brad Purcell  
June 8, 2011  
Page Two

The enclosed Certificate of Participation form requests the identification of an individual coordinator. We will send this individual further information regarding the application process in FDLE's on-line grant management system. Please complete the enclosed Certificate of Participation and return it as soon as possible to:

Florida Department of Law Enforcement  
Office of Criminal Justice Grants  
2331 Phillips Road  
Tallahassee, Florida 32308  
Attention: Clayton H. Wilder, Administrator

We look forward to working with you. If you have any questions or if we can provide you with any assistance regarding the JAG Program, please contact me at (850) 617-1250.

Sincerely,

  
Clayton H. Wilder  
Administrator

CHW/JP/st

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Enclosures

cc: Mayors in Putnam County  
Law Enforcement Agencies in Putnam County  
Project Directors in Putnam County

Agenda  
Item

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**REQUEST TO BE PLACED ON  
CITY COMMISSION AGENDA**

**NOTE:** Regular City Commission meetings are held on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of the month at 6:00 p.m. This request form, together with any attachments or backup material that that would help the Commission to better consider your request, should be submitted to the City Clerk's office *no later than 4:00 p.m. on the Friday prior to the next regularly scheduled Thursday City Commission meeting.* Meeting dates are subject to change. Please verify the closing date for agenda items with the Clerk's office.

**Name of Individual, Organization or Group making presentation or request:**

Chief Gary Getchell / Palatka Police Department

**Name of Individual making presentation or request, if different:**

Chief Gary Getchell

Address: Palatka Police Department

Daytime Phone 329-0115 Home ph. \_\_\_\_\_ Fax \_\_\_\_\_

Requested meeting date for Agenda Item: July 14, 2011

Request for Commission Action or  Presentation Only; no action required Subject

Matter you wish to address:

**Request to pay State Attorney's Office for services on forfeiture case –**

Payment of one-thousand seven hundred seventy-six dollars and twenty-five cents (\$1,776.25) from Special Police Trust Fund to the State Attorney's Office for work done on forfeiture case.

*Refer to attached documentation*

**Commission Action Requested, if any: Approval for payment to SA Office**

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.

**Palatka Police Department**  
**110 North 11<sup>th</sup> Street**

**Memorandum**

**Date:** 06-24-11  
**To:** Betsy Driggers, City Clerk  
**From:** Chief Gary Getchell  
**Subject:** Request to pay State Attorney's Office for work on Forfeiture case

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The State Attorney's Office performed work for the Palatka police Department on a forfeiture case, case number 10-05031, seizing a vehicle, 2004 Honda Element valued at \$7,105.00. Per our working agreement with that office, they receive 25% of proceeds on successful seizure cases.  
It is requested that the City Commission approve the \$1,776.25 payment from the Special Police Trust Fund to the State Attorney's Office as payment for services rendered.

**Chief Gary Getchell**

Sign below for approval

\_\_\_\_\_  
**City Manager**

\_\_\_\_\_  
**Commission Rep.**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**

Home > Car Values > Honda > Element > 2004 > Style > Options > EX Sport Utility 4D 2004 Honda Element



# 2004 Honda Element EX Sport Utility 4D

Mileage: 106,948 [change](#) [edit options](#) [change style](#) [Like](#)

- 1 Select / Browse a Car
- 2 Choose Style / Options
- 3 See Used Car Price
- 4 see local deals

[pricing](#) | 
 [photos](#) | 
 [specs](#) | 
 [kbb expert review](#) | 
 [consumer reviews](#) | 
 [ratings](#) | 
 [compare](#)

## Used Car Prices

[See Trade-In/Sell Values](#)

Suggested Retail

Private Party

**Excellent**  
\$8,780

**Good**  
\$8,130

**Fair**  
**\$7,105**  
[Change condition](#)

Know Your **Credit Score?**

[get yours now](#)

Provided by [kbbcredit.com](#)

Find **Deals** Near You

[see local deals](#)

## Compare This Car

IN THE CIRCUIT COURT, SEVENTH  
JUDICIAL CIRCUIT, IN AND FOR  
PUTNAM COUNTY, FLORIDA

CASE NO. 10-817 CA 53

IN RE: FORFEITURE OF

2004 HONDA ELEMENT VIN#5J6YH18554L007574

CITY OF PALATKA POLICE DEPARTMENT,  
Gary Getchell as Chief of Palatka Police Dept.

Petitioner,

Vs

ALTON AUGUSTUS CLARK JR., U-RIDE AUTO, INC., DEVON EDWARDS AND UNKNOWN OWNERS, AND OTHER UNKNOWN PARTIES, including, if a named defendant is deceased, the personal representatives, the surviving spouse, heirs, devisees, grantees, creditors, and all other parties claiming by, through, under or against the respondents, and the several and respective unknown assigns, successors in interest, trustees or other persons claiming by, through, under or against any corporation or other legal entity named as the respondent, and all claimants, persons or parties, natural or corporate, or whose exact legal name is unknown, claiming under any of the above named or described respondents.

Respondents

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**DEFAULT FINAL ORDER OF FORFEITURE**

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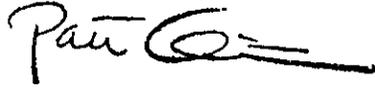
THIS CAUSE having come on to be heard on PETITIONER'S motion for Default and a Final Order of Forfeiture, and the property subject to this action being a 2004 HONDA ELEMENT VIN#5J6YH18554L007574 and ALTON AUGUSTUS CLARK JR., U-RIDE AUTO, INC., DEVON EDWARDS and all other potential respondents in this cause have failed to file any answer or other responsive pleading in this cause, it is ordered and adjudged as follows:

ORDERED AND ADJUDGED:

1. The above-described property is hereby forfeited to the use of the petitioner, CITY OF PALATKA POLICE DEPARTMENT, Gary Getchell as Chief of Police.
-

2. The PETITIONER'S right and interest in and title to the described property is perfected nunc pro tunc May 16, 2011.

DONE AND ORDERED in Chambers at Palatka, Putnam County, Florida, this 16 day of MAY, 2011.



HONORABLE PATTI A. CHRISTENSEN  
Circuit Court Judge

Cc: Joe Boatwright  
Alton Clark  
Devon Edwards  
U-Ride Auto, Inc.

Agenda  
Item

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**City of Palatka**  
**Request for Proposal**  
**False Alarm Program Management**

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**Issue Date: March 11, 2011**

RFP False Alarm Program Management

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## **Introduction / Intent**

The City of Palatka, Florida (hereinafter "the City") requests proposals from qualified vendors (hereinafter "Proposer"), to provide management of the City of Palatka False Alarm Program, in accordance with the terms, conditions, and specifications contained in this Request for Proposals (RFP).

The City intends to utilize the successful proposer to efficiently administer the False Alarm Program to include database development and management, accounting services for registration and false alarm fees, and correspondence with citizens and businesses.

# City of Palatka Request for Proposal

**REQUEST FOR PROPOSAL:** RFP False Alarm Program Management  
**DEADLINE:** Monday, April 25, 2011 before 5:00 PM, Eastern Standard Time  
**DELIVERY LOCATION:** Palatka Police Department  
Attn: Asst. Chief James Griffith  
110 North 11<sup>th</sup> Street  
Palatka, FL 32177

**PURCHASING AGENT:** James A. Griffith, [jgriffith@palatka-fl.gov](mailto:jgriffith@palatka-fl.gov)  
**DATE OF ISSUE AND ADVERTISEMENT:** March 11, 2011

No late proposals will be accepted. RFP'S shall be submitted in sealed envelopes labeled "**RFP False Alarm Program Management**" with the name and address of the Proposer.

RFP's shall be submitted in accordance with the attached City of Palatka specifications and RFP documents attached hereto. Each Proposer is required to fill in every blank and shall supply all information requested. Failure to do so may be used as basis of rejection.

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The undersigned hereby offers to furnish & deliver the articles or services as specified, at the prices & terms stated herein, and in strict accordance with the specifications and general conditions of bidding, all of which are made a part of this offer. This offer is not subject to withdrawal unless upon mutual written agreement by the Proposer/Bidder and City Purchasing Manager. **This form must be submitted with each proposal.**

---

**Name of Firm:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Procurement Timetable

<i>Task</i>	<i>Date</i>
Release of RFP	03-11-11
Written Questions Due	04-15-11
Final Addendum / Questions to Answers Released	04-18-11
Vendor Proposals Due	04-25-11
Proposal Evaluation	05-02-11
Vendor Product Demonstrations	TBD
Award Date	05-13-11
Estimated Project Start Date	06-13-11

## Submittal Qualifications and Submission Guidelines

1. Proposals shall be received at the address listed below and are due by Monday, April 25, 2011 before 5:00 PM, Eastern Standard Time:  
Palatka Police Department  
Attn: Asst. Chief James A. Griffith  
110 North 11<sup>th</sup> Street  
Palatka, FL 32177
2. It is the responsibility of the Proposer to have its sealed proposal at the Purchasing Office **prior to the date and time of opening**. No late proposals will be accepted. Proposals received after the scheduled proposal deadline will remain unopened and will not be considered.
3. The Proposers response shall include technical information requested and a fee proposal. Combined, the two documents shall include all information requested in this request for proposal.
4. The Proposer participating in this solicitation **shall submit proposals** on or before the time and date stated above.
5. The City of Palatka reserves the right to reject any or all proposals, waive formalities and make the award based on the best interest of the City.
6. It shall be clearly understood that any costs incurred by the Proposer in responding to this request for proposal is at the Proposer's own risk and expense as a cost of doing business, and the City is not liable for reimbursement to the Proposer for any expense so incurred, regardless of whether or not the proposal is accepted.
7. Any inquiries or requests for explanation in regard to the City's requirements should be made promptly to James Griffith, Assistant Chief of Police, City of Palatka, via e-mail ([jgriffith@palatka-fl.gov](mailto:jgriffith@palatka-fl.gov)) or telephone (386-329-0115). No oral interpretation or clarifications will be given as to the meaning of any part of this request for proposal. All questions, clarifications, and requests, together with answers, if any, will be provided to all firms that have indicated an interest or intention to submit proposals, but the names of any firms submitting any questions, clarifications, or requests will not be disclosed until after the deadline for submitting proposals.
8. Any conditions or expectations on the part of the Proposer for performance by the City must be set forth in the proposal. The City is not obligated to consider the Proposer's post submittal terms and conditions.
9. At the discretion of the City, one or more firms may be asked for more detailed information before final ranking of the firms, which may also include oral interviews.
10. The City will not be responsible for misdirected proposals. Proposer should call Assistant Chief Griffith at (386) 329-0115 to ensure receipt of their proposal documents prior to opening time and date listed above.
11. Any information provided herein is intended to assist the Proposer in the preparation of proposals necessary to properly respond to this RFP. The RFP is

designed to provide qualified Proposers with sufficient basic information to submit proposals meeting minimum specifications and test requirements, but is not intended to limit a RFP's content or to exclude any relevant or essential data.

12. The RFP and any addenda issued may be obtained from the City of Palatka website at <http://palatka-fl.gov/> and clicking "RFP False Alarm Program Management". Proposers are at liberty and are encouraged to expand upon the details, qualifications and proposals to give additional evidence of their ability to perform and provide a system as described in this RFP. All updates and changes to the RFP will be posted on the website and Proposers are encouraged to check daily for new information or updates. Each Proposer is required before submitting a proposal to be thoroughly familiar with the requirements and specifications listed in this RFP. Additional allowances will not be made due to Proposers lack of knowledge relating to the terms, conditions and specifications contained within this RFP. It is the responsibility of the Proposer to determine if any component(s) of this specification do not meet the required standards of applicable Federal Law or specifications.
13. The proposal must contain the signature of a duly authorized officer or agent of the Proposer's company empowered with the right to bind and negotiate on behalf of the Proposer for the amounts and terms proposed.
14. The Proposer is required to submit one (1) original and one (1) copy of the proposal. In addition, one (1) electronic copy of all submitted documents shall be submitted on a properly labeled CD. The use of Adobe (PDF) is highly recommended but not mandatory. All electronic copies shall be compatible with Microsoft Office and Microsoft Windows applications.

#### **15. Required Forms**

Please provide the signed required forms in this section. (Forms attached for your convenience)

- (1) Proposer's Certification
  - (2) References
  - (3) Sworn Statement regarding Public Entities Crimes (PEC).
  - (4) Americans with Disabilities Act Non-Discrimination Statement (ADA).
  - ~~(5) Business Entity Affidavit and Proposer's Certification Form~~
  - (6) Drug free workplace certification.
  - (7) W-9 Form
16. It is intended that the all documents pertaining to this request for proposal shall define and describe the complete services to which they relate.
  17. The Proposer is advised to examine all documents and current parameters of the services in becoming fully informed as to their conditions. This includes the conformity with specific standards and the character, quality and quantity of the reports and services required. Failure to examine these areas will not relieve the successful Proposer of his obligation to furnish all deliverables and services necessary to carry out the provisions of the contract.
  18. The City of Palatka will consider the degree to which each Proposer has submitted a complete proposal without irregularities, excisions, special conditions, or alternative proposals for any item unless specifically requested in the RFP.
  19. The City reserves the right to negotiate modifications to qualifications that it deems acceptable, reject any and all qualifications, and to waive minor irregularities in the qualifications.

20. Following the evaluation of the proposals, the top ranking firm(s) may be asked to make an oral presentation and/or be interviewed. If a determination is made that presentations are desired, a mutually acceptable date and time will be coordinated with the top ranking firms.
21. Proposers irrevocably consent that any legal action or proceeding against it under, arising out of or in any manner relating to this Contract shall be brought in any court in Palatka, Putnam County, Florida. Consultant hereby expressly and irrevocably waives any claim or defense in any said action or proceeding based on any alleged lack of jurisdiction or improper venue or any similar basis.
22. The successful Proposer shall not assign the whole or any part of this Contract or any monies due or to become due hereunder without written consent of City of Palatka. In case the successful Proposer assigns all or any part of any monies due or to become due under this Contract, the Instrument of assignment shall contain a clause substantially to the effect that is agreed that the right of the assignee in and to any monies due or to become due to the successful Proposer shall be subject to prior liens of all persons, firms, and corporations for services rendered or materials supplied for the performance of the services called for in this contract.
23. The successful Proposer's attention is directed to the fact that all applicable Federal and State laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over the services shall apply to the contract throughout, and they will be deemed to be included in the contract as though written out in full herein. The successful Proposer shall keep himself/herself fully informed of all laws, ordinances and regulations of the Federal, State, and municipal governments or authorities in any manner affecting those engaged or employed in providing these services or in any way affecting the conduct of the services and of all orders and decrees of bodies or tribunals having any jurisdiction or authority over same. If any discrepancy or inconsistency should be discovered in these Contract Documents or in the specifications herein referred to, in relation to any such law, ordinance, regulation, order or decree, he/she shall herewith report the same in writing to City of Palatka.
24. Proposer shall at all times observe and comply with all such existing and future laws, ordinances and regulations, and shall protect and indemnify City of Palatka and its' agents against the violation of any such law, ordinance, regulation, order or decree, whether by himself/herself or by his/her employees. Licenses of a temporary nature, necessary for the prosecution of the services shall be secured and paid for by the successful Proposer.

**25. Proof of Insurance:**

Upon award the successful bidder(s) shall be required to obtain and furnish to the City of Palatka, prior to the contract being effective, Certificates of Insurance approved by the City with the below minimum coverage. All insurance policies shall be with insurers with an acceptable rating, registered, and licensed to do business in the State of Florida.

The selected firm or individual will be required to name the City as an additional named insured with the following minimum coverage's.

Workers Compensation shall be maintained by the selected firm or individual for all employees engaged in the work under the Bid, RFQ or RFP in accordance with the Laws of the State of Florida. Employers Liability Insurance shall be maintained by the selected firm or individual at limits no less than the following:

\$100,000 Each Accident  
\$100,000 Disease Each Employee  
\$500,000 Disease Aggregate  
Comprehensive General Liability Insurance shall be maintained by the selected firm or individual with limits not less than the following.  
\$1,000,000 Bodily Injury & Property Damage-each occurrence  
\$1,000,000 Personal & Advertising Injury-each Occurrence  
\$2,000,000 General Aggregate  
\$2,000,000 Products/Completed Operations Aggregated limit  
\$ 5,000 Medical Payment  
\$ 100,000 Fire Damage Legal Liability  
Coverage shall include Professional Liability and Independent Contractors Liability.  
Automobile Liability Insurance shall be maintained by the selected firm or individual with a combined single limit of not less than \$1,000,000 Bodily Injury and Property Damage in accordance with the Laws of the State of Florida, as to the ownership, maintenance, and use of all owned, non-owned, leased or hired vehicles.  
All insurance minimum coverage's extend to any subcontractor, and the general contractor is responsible for all sub-contractors. All policies are to be endorsed to include the City as insured. In the cancellation clause, the word endeavor shall be excluded and the number thirty (30) inserted in the blank space provided before the words, days-prior notice. All contractor policies are to be considered primary to City coverage and shall not contain co-insurance provisions.

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## Evaluation Procedures for Review of Proposals

1. Sealed proposal responses will be publicly opened and read aloud in the Palatka Police Department conference room, 110 N. 11<sup>th</sup> Street, Palatka Florida 32177 at 9:00 am on April 26, 2011 or as soon thereafter as possible. All firms responding to this request will be notified in writing as to the final outcome of this process. It is anticipated that notifications will be mailed within three (3) weeks of the contract being awarded.
2. The City of Palatka reserves the right to accept or reject any or all proposals without recourse, to waive technicalities or to accept the proposal. A Committee shall be established to review and evaluate all proposals submitted in response to this Request for Proposal (RFP). The Committee shall conduct a preliminary evaluation of all proposals on the basis of the information provided and other evaluation criteria as set forth in this Request for Proposals or as reasonably determined by the Committee.
3. The Committee will first review each proposal for compliance with the minimum requirements of the RFP. Failure to comply with any mandatory requirements may disqualify a proposal.
4. **Interviews:**  
The City reserves the right to conduct personal interviews or require presentations prior to selection. The City will not be liable for any costs incurred by the proposer in connection with such interviews/presentations (i.e. travel, accommodations, etc.).
5. **Request for Modification:**  
The City reserves the right to request that the proposer modify his proposal to more fully meet the needs of the City.
6. **Proposal Acknowledgment:**  
By submitting a proposal, the proposer certifies that he has fully read and understands the proposal method and has full knowledge of the scope, nature, and quality of work to be performed.
7. **Request for Additional Information:**  
The proposer shall furnish such additional information as the City of Palatka may reasonably require. This includes information, which indicates financial resources as well as ability to provide the services.  
The City reserves the right to make investigations of the qualifications of the proposer as it deems appropriate, including but not limited to, a background investigation conducted by the Palatka Police Department.
8. **Acceptance/Rejection/Modification to Proposals:**  
The City reserves the right to negotiate modifications to proposals that it deems acceptable, reject any and all proposals, and to waive minor irregularities in the proposals.
9. **Proposals Binding:**  
All proposals submitted shall be binding for three hundred sixty-five (365) calendar days following opening.

**10. Alternate Proposals:**

An alternate proposal is viewed by the City as a proposal describing an approach to accomplishing the requirements of the Request for Proposal which differs from the approach set forth in the solicitation.

An alternate proposal may also be a second proposal submitted by the same proposer which differs in some degree from its basic or prime proposal.

Alternate proposals may be in the area of technical approach, or other provisions or requirements of the solicitation.

The City will, during the initial evaluation process, consider all alternate proposals submitted.

**11. Addendum or Amendment to Request for Proposal:**

If it becomes necessary to revise or amend any part of this Request for Proposal, the Assistant Chief of Police will furnish the revision by written Addendum and will place it on the City of Palatka Police Department website.

**12. Economy of Preparation:**

Proposals should be prepared simply and economically, providing a straightforward, concise description of the proposer's ability to fulfill the requirements of the proposal.

**13. Proprietary Information:**

In accordance with Chapter 119 of the Florida Statutes (Public Records Law) and except as may be provided by other applicable State and Federal Law, all proposers should be aware that Request for Proposals and the responses are in the public domain. However, the proposers are required to identify specifically any information contained in their proposal which they consider confidential and/or proprietary and which they believe to be exempt from disclosure, citing specifically the applicable exempting law.

All proposals received from proposers in response to this Request for Proposal will become the property of the City of Palatka and will not be returned to the proposers. In the event of contract award, all documentation produced as part of the contract will become the exclusive property of the City.

**14. Proposal Pricing:**

The intent of this request for proposal is to enter into an agreement with a firm that can provide the services and products as specified herein. A firm fixed price proposal shall be submitted. Pricing for additional services, as requested in the Request for Proposal, shall be provided.

**15. The officials of the City of Palatka reserves the right to conduct pre-award discussions and/or pre-contract negotiations with any or all responsive and responsible proposers who submit proposals determined to be reasonably acceptable of being selected for award. Proposers shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals and such revisions may be permitted after submission of proposals and prior to award of a contract. In conducting discussions, there shall be no disclosure of any information derived from qualifications submitted by competing proposers except as may be required by the Florida Public Records Law, Chapter 119, Florida Statutes.**

16. The City reserves the right to reject any and all proposals and to waive minor irregularities in the proposals. The City further reserves the right to seek new proposals when such a procedure is reasonable in the best interest of the City to do so.
17. Protests, appeals and disputes: A contract may not be awarded to a Proposer, unless prior to scheduled award, the committee ranking has posted in the Police Department, 110 N. 11<sup>th</sup> Street, Palatka, Florida, and City Hall, 201 N. 2<sup>nd</sup> Street, Palatka, Florida 32177, 72 hours prior to the scheduled award by the City Commission. Protest must be submitted in writing to the City Manager no later than five (5) working days prior to the scheduled award by the City Commission. Should the matter not be resolved to the satisfaction of the Proposer, the appeal shall be heard by the City Commission. The Chief of Police shall act as the City's representative, in the issuance and administration of all contracts, and shall issue and receive all documents, notices, and all correspondence. Any documentation not issued by or received by the Chief of Police shall be null and void. All costs accruing from a Request for Proposal or award challenge shall be assumed by the challenger. The decision of the City Commission shall be final and conclusive. Its decision shall be binding on all parties concerned, reviewable by a court of competent jurisdiction in Putnam County in accordance with laws of the State of Florida.
18. Any award made shall be subject to execution of a contract in a form and substance, which is approved by the City Attorney.

## Other Guidelines and Requirements

### **A. Public Records:**

Upon award recommendation ten (10) days after closing, submittals become "public records" and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes. Proposers must invoke the exemptions to disclosure provided by law in the response to the State of Proposals and must identify the data or other materials to be protected and must state the reasons why such exclusion from public disclosure is necessary. The submission of a proposal authorizes release of your firm's credit data to the City of Palatka.

### **B. Prohibition against Contingent Fees:**

It shall be unethical for a person to be retained or to retain any company or person, other than a bonafide employee working solely for the consultant, to solicit or secure this agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bonafide employee working solely for the consultant, any fee, commission, percentage, gift or other consideration contingent upon or resulting from award or making of this agreement. For the breach or violation of this provision, the City shall have the right to terminate the agreement at its sole discretion, without liability and to deduct from the agreement price or otherwise recover the full amount of such fee, commission, percentage, gift, or consideration.

**C. Accuracy of Proposal Information:**

Any proposer which submits in its RFP to the City any information which is determined to be substantially inaccurate, misleading, exaggerated, or incorrect, shall be disqualified as non-responsive.

**D. Licenses:**

Proposers, both corporate and individual, must be fully licensed and certified for the type of work to be performed in the State of Florida at the time of submittal of the RFP. Any licenses or fees required shall be the responsibility of the proposer.

**E. Affirmation:**

By submission of a RFP, respondent affirms that his/her submittals is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a RFP for the same services and is in all respects fair and without collision or fraud. Respondent agrees to abide by all conditions of this request for Proposal and the resulting contract.

**F. Advertising:**

In submitting an RFP, a proposer agrees not to use the results there from as a part of any commercial advertising, without the express written approval of the City of Palatka.

**G. Acceptance/Rejection:**

The City reserves the right to accept or reject any or all RFP's and to make the award to these proposers, which in the opinion of the City will be in the best interest/or the most advantageous to the City.

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**Questions Regarding Specifications or Proposal Process:**

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**A.** Any questions relative to interpretation of specifications or the proposal process shall be addressed to the Assistant Chief of Police, in writing, in ample time before the period set for the receipt and opening of proposals. No inquiries, submitted within ten (10) days of the date set for receipt of qualifications will be given any consideration. Any interpretation made to prospective proposers will be expressed in the form of an addendum to the specifications which, if issued, will be conveyed in writing to all prospective proposers (who have registered with the City for this RFP) no later than five (5) days before the date set for receipt of proposals.

**B.** It will be the responsibility of the proposer to contact the Assistant Chief of Police prior to submitting a proposal to ascertain if any addenda have been issued, to obtain all such addenda, and to return executed addenda with the proposal.

**C. Direct inquiries to:**

James A. Griffith  
Assistant Chief of Police  
City of Palatka Police Department  
110 N. 11<sup>th</sup> Street  
Palatka, Florida 32177  
Telephone (386) 329-0115 ext. 219  
Email: [jgriffith@palatka-fl.gov](mailto:jgriffith@palatka-fl.gov)

**Other Matters:**

**A. Force Majeure:**

The Agreement which is awarded to the successful proposer may provide that the performance of any act by the City or Contractor hereunder may be delayed or suspended at any time while, but only so long as, either party is hindered in or prevented from performance by acts of God, the elements, war, rebellion, strikes, lockouts or any cause beyond the reasonable control of such party, provided however, the City shall have the right to provide substitute service from third parties or City forces and in such event the City shall withhold payment due Contractor for such period of time. If the condition of force majeure exceeds a period of 14 days the City may, at its option and discretion, cancel or renegotiate this Agreement.

**B. Collusion:**

By offering a submission pursuant to this Invitation to Bid, the Bidder certifies the Bidder has not divulged, discussed or compared his Bid with other Bidders and has not colluded with any other bidder or parties to this Bid whatsoever. Also, the Bidder certifies, and in the case of a joint bid, each party thereto certifies, that his/her own organization's bid and prices and/or cost data submitted have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition, as to any matter relating to such prices and/or cost data, with any other Bidder or with any competitor.

Any prices and/or cost data quoted for this Bid have not knowingly been disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to the scheduled opening, directly or indirectly to any other Bidder or to any competitor.

No attempt has been made or will be made by the Bidder to induce any other person or firm to submit or not to submit a Bid for the purpose of restricting competition.

The only person or persons interested in this Bid, principal or principals is/are named therein and that no person other than therein mentioned has any interest in this bid or in the contract to be entered into. No person or agency has been employed or retained to solicit or secure this contract upon an agreement or

understanding for a commission, percentage, brokerage, or contingent fee excepting bona fide employees of the Bidder.

**C. City Website:**

Bids, addenda, bid tabulations, lists of pre-bid conferences attendees and other information is available on City of Palatka web page, which can be found at: <http://palatka-fl.gov/>

Note: All prospective respondents are hereby cautioned not to contact any member of the City of Palatka Commission, City of Palatka Staff or Officials other than the specified contact person concerning this project. Any such contact shall be cause for rejection of your RFP.

**Contact:**

James A. Griffith  
Assistant Chief of Police  
Phone (386) 329-0115 ext. 219  
Email: [jgriffith@palatka-fl.gov](mailto:jgriffith@palatka-fl.gov)

## Scoring Proposals

The City of Palatka intends to select a person, persons or company that demonstrates, in the City's opinion, the highest degree of compliance with the criteria listed below:

- Pricing/Cost 0-20 points
- Quality of submittal 0-10 points
- Professional qualifications 0-20 points
- Ability to meet project schedule 0-10 points
- Past performance with similar projects 0-20 points
- References 0-20 points

## References

Provide a minimum of (10) references for work of similar size and scope to the City that can provide testimony to qualifications of the firm and personnel. **Similar governmental interties in the State of Florida are preferred.** Additional references may be provided as an Appendix in the Respondent's response.

Include the following information at minimum:

**Name:**

**Address:**

**Purchase Date:**

**Product:**

**Implementation Time Frame (weeks or months):**

**System Go Live Date:**

**Contact Name and Title:**

**Contact email address:**

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## **Technical Specifications / Scope of Services**

### **Scope of Work**

The City of Palatka is soliciting Requests for Proposal from qualified firms to administer the City's False Alarm Program. This work includes database development and management, accounting services for registration and false alarm fees, and correspondence with citizens and businesses.

The City anticipates the management of 600 to 700 alarm sites. The City also expects to respond to 1,500 to 1,600 annually. (Estimated activity is not intended to be a guarantee of minimum or maximum activity)

### **Required Services**

- Provide an electronic database to track: 1) security alarm registrations and, 2) alarm business registrations.

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- Track false alarm responses and registration status (i.e., active, suspended or revoked) using the database.
- Make registration, false alarm and registration status data available for import/export to/from the City and alarm companies in Microsoft Excel format.
- Provide the City with electronic lists of new registrations and changes of registration status on a weekly basis.
- Generate and mail false alarm notifications and billings and registration status change notifications to individuals and businesses.

- Ensure that only alarms within the City are being registered.
- Provide assistance to citizens and businesses via the telephone.

### Desired Services

- Provide the City with lists of new registrations and suspensions on a daily basis.
- Provide secure database access via the Web for the City.
- Provide limited database access via the Web for alarm businesses for registrations and registration status.
- Provide ability to register alarms and businesses via the Web.
- Develop written educational materials for citizens and businesses.
- Develop and conduct false alarm education classes.

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### Optional Services

- Support the billing/suspension/revocation appeals process.
- Other services specified by the bidder. These services should include a brief description and estimated cost.

### Cost for Services

The City is interested in reviewing a variety of costing methods for services. Revenue sharing, cost per transaction and a flat fee for all services are possible options the City will consider. Bidders are not required to offer costing options, however, submitting

more than one costing option should be presumed to increase the overall appeal of a proposal.

### Length of Contract

Three (3) years from the date of inception, renewable annually. The contract is to include the provision that it may be terminated at the end of any fiscal year without penalty if the City ceases to operate and fund the program.

### Proposal Submittal Requirements

Proposals are to include the following:

- A description of your company and the scope of services it offers. Include the names of principals in the firm and the location of the firm's headquarters. Include the length of time the firm has been in business and the length of time it has been providing security alarm administration services.
- A detailed explanation of services your company would provide with respect to the Required, Desired, and Optional services listed above.
- A description of the level of involvement required by the City to support the security alarm administration process.
- Details of your pricing, clearly stating what services are included. You may submit more than one pricing structure in your proposal.
- Names, addresses and contact telephone numbers of ten (10) references, preferably from municipalities similar in size to the City of Palatka for whom you provide similar services.

Submission Deadline

All proposals must be received by the City of Palatka on or before 5:00 pm on April 25, 2011. Postmarks or email posting times in lieu of delivery will not be accepted. Proposals must be submitted to:

Palatka Police Department  
Attn: Asst. Chief James Griffith  
110 North 11<sup>th</sup> Street  
Palatka, FL 32177

Submit two full copies of your proposal and any supporting documentation.

You may also submit your proposal electronically to:

Chief Gary S. Getchell

Email: [jgriffith@palatka-fl.gov](mailto:jgriffith@palatka-fl.gov)

Electronic submissions are to be in Microsoft Office (.doc, .xls or .ppt) or Adobe Acrobat (.pdf) file formats only.

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## Required Forms

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PROPOSER'S CERTIFICATION

I have carefully examined the Request for Qualification, Instructions to Bidders, General and/or Special Conditions, Vendor's Notes, Specifications, proposed agreement and any other documents accompanying or made a part of this Request for Qualification.

I hereby propose to furnish the goods or services specified in the Request for Qualification. I agree that my qualification will remain firm for a period of 365 days in order to allow the City adequate time to evaluate the qualifications.

I certify that all information contained in this qualification is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this qualification on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

I further certify, under oath, that this qualification is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a qualification for the same product or service; no officer, employee or agent of the City of Palatka or any other proposer is interested in said qualification; and that the undersigned executed this Proposer's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crimes may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to public entity, may not be awarded or perform work as a contractor, supplier, sub-contractor, or consultant under a contract with a public entity , and may not transact business with any public entity in excess of the threshold amount provided in Sec. 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

\_\_\_\_\_  
Name of Business

BY: \_\_\_\_\_  
Signature

Sworn to and subscribed before me  
this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Name and Title, Typed or Printed

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City, State, Zip Code

(\_\_\_\_\_) \_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Notary Public  
STATE OF \_\_\_\_\_

\_\_\_\_\_  
My Commission Expires

SWORN STATEMENT PURSUANT TO SECTION 287.133 (3) (a),

FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to the CITY OF PALATKA, FLORIDA

by: \_\_\_\_\_

(print individual's name and title)

for: \_\_\_\_\_

(print name of entity submitting sworn statement)

whose business address is: \_\_\_\_\_

and (if applicable) its Federal Employer Identification Number (FEIN) is: \_\_\_\_\_.

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_.)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentations.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
  - a. predecessor or successor of a person convicted of a public entity crime; or
  - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement, which I have marked below, is true in relations to the entity submitting this sworn statement. (Indicate which statement applies).

- Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with ad convicted of a public entity crime subsequent to July 1, 1989.
- The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (attach a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

\_\_\_\_\_  
Name of Business

BY:

Sworn to and subscribed before me  
this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name and Title, Typed or Printed

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
City, State, Zip Code

STATE OF \_\_\_\_\_

(\_\_\_\_\_) \_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
My Commission Expires

RFP False Alarm Program Management

**AMERICANS WITH DISABILITIES ACT (ADA)  
DISABILITY NONDISCRIMINATION STATEMENT**  
THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER  
OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to the CITY OF PALATKA, FLORIDA

by: \_\_\_\_\_

(print individual's name and title)

for: \_\_\_\_\_

(print name of entity submitting sworn statement)

whose business address is: \_\_\_\_\_

and (if applicable) its Federal Employer Identification Number (FEIN) is: \_\_\_\_\_.

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_.)

I, being duly first sworn state:

That the above named firm, corporation or organization is in compliance with and agreed to continue to comply with, and assure that any subcontractor, or third party contractor under this project complies with all applicable requirements of the laws listed below including, but not limited to, those provisions pertaining to employment, provision of programs and services, transportation, communications, access to facilities, renovations, and new construction.

The American with Disabilities Act of 1990 (ADA), Pub. L. 101-336, 104 Stat 327, 42 USC 12101-12213 and 47 USC Sections 225 and 661 including Title I, Employment; Title II, Public Services; Title III, Public Accommodations and Services Operated by Private entities; Title IV, Telecommunications; and Title V, Miscellaneous Provisions.

The Florida Americans with Disabilities Accessibility Implementation Act of 1993, Section 553.501-553.513, Florida Statutes:

The Rehabilitation Act of 1973, 229 USC Section 794;

The Federal Transit Act, as amended 49 USC Section 1612;

The Fair Housing Act as amended 42 USC Section 3601-3631.

\_\_\_\_\_  
Signature

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Personally known \_\_\_\_\_ OR Produced identification \_\_\_\_\_

Notary Public – State of \_\_\_\_\_

My commission expires: \_\_\_\_\_

\_\_\_\_\_  
Type of identification

\_\_\_\_\_  
Printed, typed or stamped commissioned name of notary public

**BUSINESS ENTITY AFFIDAVIT  
(VENDOR / BIDDER DISCLOSURE)**

I, \_\_\_\_\_, being first duly sworn state:

The full legal name and business address of the person(s) or entity contracting or transacting business with the City of Palatka ("City") are (Post Office addresses are not acceptable), as follows:

\_\_\_\_\_  
Federal Employer Identification Number (If none, Social Security Number)

\_\_\_\_\_  
Name of Entity, Individual, Partners or Corporation

\_\_\_\_\_  
Doing Business As (If same as above, leave blank)

\_\_\_\_\_  
Street Address Suite City State Zip Code

**OWNERSHIP DISCLOSURE AFFIDAVIT**

1. If the contact or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who holds directly or indirectly five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full legal name and address shall be provided for each trustee and each beneficiary. All such names and addresses are (Post Office addresses are not acceptable), as follows:

Full Legal Name Address Ownership

\_\_\_\_\_  
%

\_\_\_\_\_  
%

\_\_\_\_\_  
%

\_\_\_\_\_  
%

2. The full legal names and business address of any other individual (other than subcontractors, materialmen, suppliers, laborers, or lenders) who have, or will have, any interest (legal, equitable, beneficial or otherwise) in the contract or business transaction with the City are (Post Office addresses are not acceptable), as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Affiant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. Personally known

\_\_\_\_\_ OR Produced identification \_\_\_\_\_ Type of

Identification \_\_\_\_\_

Notary Public – State of \_\_\_\_\_ My commission expires: \_\_\_\_\_

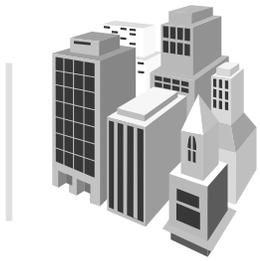
\_\_\_\_\_  
Printed, typed or stamped commissioned name of notary public

**Insert W9 Form**

# Agenda Item

4

Includes  
Separate  
Attachment



**CITY OF PALATKA**  
Betsy Jordan Driggers  
City Clerk  
201 N. 2<sup>nd</sup> Street  
Palatka FL 32177  
Phone: 386-329-0100  
Fax: 386-329-0199  
e-mail: [bdriqqers@palatka-fl.gov](mailto:bdriqqers@palatka-fl.gov)

# Memorandum

**To:** Members, Palatka City Commission  
**From:** Betsy Driggers, City Clerk  
**Cc:**  
**Date:** July 11, 2011  
**Re:** TRIM Calendar – Proposed Operating Millage Rate, FY 2011/12

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The FY 2011/12 budget year TRIM calendar dictates that each taxing authority shall have a proposed millage rate set and reported by August 4, 2011. The proposed millage rate is then reported to the State Department of Revenue on the attached DR-420 as part of the TRIM process. Please note that, once the proposed millage rate is set by the Commission, a final millage rate can be lower, but it cannot be higher than the proposed millage rate. The final rate will be set in September, upon adoption of the City's budget. Proposed Budget Hearing dates are September 8 (1<sup>st</sup> hearing) and September 22 (2<sup>nd</sup>/final hearing/adoption)

Please take action to set the proposed millage rate for the FY 2011/12 Budget.



# CERTIFICATION OF TAXABLE VALUE

DR-420  
R. 6/11  
Rule 12DER11-13  
Florida Administrative Code  
Eff. 6/11

Year: 2011	County: PUTNAM
Principal Authority: CITY OF PALATKA	Taxing Authority: CITY OF PALATKA

## SECTION I: COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$	331,476,977	(1)
2.	Current year taxable value of personal property for operating purposes	\$	57,153,333	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$	918,855	(3)
4.	Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>	\$	389,549,165	(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$	-16,038	(5)
6.	Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>	\$	389,565,203	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$	412,847,084	(7)
8.	Does the taxing authority include tax increment financing areas? if yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	Number 3 (8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, <i>Certification of Voted Debt Millage</i> forms attached. If none, enter 0	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Number 0 (9)

<b>Property Appraiser Certification</b>	I certify the taxable values above are correct to the best of my knowledge.		
<b>SIGN HERE</b>	Signature of Property Appraiser :	Date :	
	Electronically Certified by Property Appraiser on 7/1/2011 10:12 AM		

## SECTION II: COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.

10.	Prior year operating millage levy <i>(If prior year millage was adjusted then use adjusted millage from Form DR-422)</i>	8.6500	per \$1,000	(10)
11.	Prior year ad valorem proceeds <i>(Line 7 multiplied by Line 10, divided by 1,000)</i>	\$	3,571,127	(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value <i>(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)</i>	\$	0	(12)
13.	Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>	\$	3,571,127	(13)
14.	Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>	\$	0	(14)
15.	Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>	\$	389,565,203	(15)
16.	Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>		9.1670 per \$1000	(16)
17.	Current year proposed operating millage rate		8.6500 per \$1000	(17)
18.	Total taxes to be levied at proposed millage rate <i>(Line 17 multiplied by Line 4, divided by 1,000)</i>	\$	3,369,600	(18)

19.	TYPE of principal authority (check one)	<input type="checkbox"/> County	<input type="checkbox"/> Independent Special District	(19)
		<input checked="" type="checkbox"/> Municipality	<input type="checkbox"/> Water Management District	
20.	Applicable taxing authority (check one)	<input checked="" type="checkbox"/> Principal Authority	<input type="checkbox"/> Dependent Special District	(20)
		<input type="checkbox"/> MSTU	<input type="checkbox"/> Water Management District Basin	
21.	Is millage levied in more than one county? (check one)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	(21)

**DEPENDENT SPECIAL DISTRICTS AND MSTUs**



**STOP HERE - SIGN AND SUBMIT**

22.	Enter the total ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs at rolled-back rate. (Total of Line 13 from all DR-420 forms)	\$	3,571,127	(22)
23.	Current year aggregate rolled-back rate (Line 22 divided by Line 15, multiplied by 1,000)		9.1670 per \$1,000	(23)
24.	Current year aggregate rolled-back taxes (Line 4 multiplied by Line 23, divided by 1,000)	\$	3,570,997	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. (Total of Line 18 from all DR-420 forms)	\$	3,369,600	(25)
26.	Current year proposed aggregate millage rate (Line 25 divided by Line 4, multiplied by 1,000)		8.6500 per \$1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate (Line 26 divided by Line 23, <b>minus 1</b> , multiplied by 100)		-5.64 %	(27)

<b>First public budget hearing</b>	Date : 9/8/2011	Time : 6:00 PM	Place : 201 N. 2nd Street, Palatka, FL 32177
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<b>S I G N  H E R E</b>	<b>Taxing Authority Certification</b>		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.		
	Signature of Chief Administrative Officer :			Date :	
	Title :		Contact Name and Contact Title : ELWIN C. BOYNTON, JR., CITY MANAGER		
	Mailing Address : ELWIN C. BOYNTON, JR., CITY MANAGER		Physical Address : 201 N 2ND ST		
	City, State, Zip : PALATKA, FL 32177		Phone Number : 3863290100		Fax Number : 3863290199



## MAXIMUM MILLAGE LEVY CALCULATION PRELIMINARY DISCLOSURE

For municipal governments, counties, and special districts

DR-420MM-P  
R. 5/11  
Rule 12DER11-10  
Florida Administrative Code  
Eff. 05/11

Year : 2011		County : PUTNAM		
Principal Authority : CITY OF PALATKA		Taxing Authority : CITY OF PALATKA		
1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	(1)
<b>IF YES,  STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.</b>				
2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	9.0821	per \$1,000	(2)
3.	Prior year maximum millage rate with a majority vote from 2010 Form DR-420MM, Line 13	9.5569	per \$1,000	(3)
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	8.6500	per \$1,000	(4)
<b><i>If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.</i></b>				
<b>Adjust rolled-back rate based on prior year majority-vote maximum millage rate</b>				
5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	\$	412,847,084	(5)
6.	Prior year maximum ad valorem proceeds with majority vote <i>(Line 3 multiplied by Line 5 divided by 1,000)</i>	\$	3,945,538	(6)
7.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12	\$	272,635	(7)
8.	Adjusted prior year ad valorem proceeds with majority vote <i>(Line 6 minus Line 7)</i>	\$	3,672,903	(8)
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	\$	363,186,599	(9)
10.	Adjusted current year rolled-back rate <i>(Line 8 divided by Line 9, multiplied by 1,000)</i>	10.1130	per \$1,000	(10)
<b>Calculate maximum millage levy</b>				
11.	Rolled-back rate to be used for maximum millage levy calculation <i>(Enter Line 10 if adjusted or else enter Line 2)</i>	10.1130	per \$1,000	(11)
12.	Change in per capita Florida personal income <i>(See Line 12 Instructions)</i>	1.0055		(12)
13.	Majority vote maximum millage rate allowed <i>(Line 11 multiplied by Line 12)</i>	10.1686	per \$1,000	(13)
14.	Two-thirds vote maximum millage rate allowed <i>(Multiply Line 13 by 1.10)</i>	11.1855	per \$1,000	(14)
15.	Current year proposed millage rate	8.6500	per \$1,000	(15)
16.	<b>Minimum vote required to levy proposed millage:</b> (Check one)			
<input checked="" type="checkbox"/>	a. Majority vote of the governing body: Check here, if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. <i>Enter Line 13 on Line 17.</i>			
<input type="checkbox"/>	b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to proposed rate. <i>Enter Line 15 on Line 17.</i>			
<input type="checkbox"/>	c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the proposed rate. <i>Enter Line 15 on Line 17.</i>			
<input type="checkbox"/>	d. Referendum: The maximum millage rate is equal to the proposed rate. <i>Enter Line 15 on Line 17.</i>			
17.	The selection on Line 16 allows a maximum millage rate of <i>(Enter rate indicated by choice on Line 16)</i>	10.1686	per \$1,000	(17)
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	\$	389,549,165	(18)

Taxing Authority : CITY OF PALATKA		DR-420MM-P R. 5/11 Page 2	
19.	Current year adopted taxes (Line 15 multiplied by Line 18, divided by 1,000)	\$ 3,369,600	(19)
20.	Total taxes levied at the maximum millage rate (Line 17 multiplied by Line 18, divided by 1,000)	\$ 3,961,170	(20)
<b>DEPENDENT SPECIAL DISTRICTS AND MSTUs</b>			<b>STOP HERE SIGN AND SUBMIT</b>
21.	Enter the current year adopted taxes of all dependent special districts & MSTUs levying a millage. (The sum of all Lines 19 from each district's Form DR-420MM)	\$ 0	(21)
22.	Total current year adopted taxes (Line 19 plus Line 21)	\$ 3,369,600	(22)
<b>Total Maximum Taxes</b>			
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage (The sum of all Lines 20 from each district's Form DR-420MM)	\$ 0	(23)
24.	Total taxes at maximum millage rate (Line 20 plus line 23)	\$ 3,961,170	(24)
<b>Total Maximum Versus Total Taxes Levied</b>			
25.	Are total current year adopted taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	(25)
<b>S I G N  H E R E</b>	<b>Taxing Authority Certification</b>	I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.	
	Signature of Chief Administrative Officer :	Date :	
	Title :	Contact Name and Contact Title : ELWIN C. BOYNTON, JR., CITY MANAGER	
	Mailing Address : ELWIN C. BOYNTON, JR., CITY MANAGER	Physical Address : 201 N 2ND ST	
	City, State, Zip : PALATKA, FL 32177	Phone Number : 3863290100	Fax Number : 3863290199

**Complete and submit this form DR-420MM-P, Maximum Millage Levy Calculation-Preliminary Disclosure, to your property appraiser with the form DR-420, Certification of Taxable Value.**



Timothy E. Parker, C.F.A.

## Putnam County Property Appraiser

386/329-0286 • 1-800-826-1437 x0286 • Fax: 386/329-0447

www.putnam-fl.com/app • appraiser@putnam-fl.com

### MEMORANDUM

**TO:** All Municipalities

**FROM:** Justin Edwards, CFE  
Office Operations Supervisor

**DATE:** July 1, 2011

**RE:** 2011 TRIM Calendar

With July 1 as Day 1 of the TRIM calendar, you need to be aware of the following dates:

August 4 (day 35)                      By this day, each taxing authority must have returned their completed DR420 Certification of Taxable Value to our office.

September 3 thru 18 (day 65 thru day 80)  
Within 80 days of certification of value, but not earlier than 65 days, each taxing authority shall hold a public hearing on the tentative budget and proposed millage rate.

As you are aware, you cannot hold your meetings on the same day as the Board of County Commissioners or School Board, so you need to work around the dates they have chosen:

Board of County Commissioners - September 13<sup>th</sup>  
School Board - September 6<sup>th</sup>

Whenever you select a date for your final hearing, you need to call and give me that date. As always, if I can assist you in any way, please let me know.

Crescent City Annex  
115 N. Summit Street  
386/698-4284

Main Office  
P.O. Box 1920  
312 Oak Street  
Palatka, Florida 32178

Interlachen Annex  
Hitchcock's Plaza, SR #20  
386/684-3383



Timothy E. Parker, C.F.A.

## Putnam County Property Appraiser

---

386/329-0286 • 1-800-826-1437 x0286 • Fax: 386/329-0447

www.putnam-fl.com/app • appraiser@putnam-fl.com

May 27, 2011

City of Palatka  
ATTN: Woody Boynton, City Manager  
201 N. 2<sup>nd</sup> St.  
Palatka, FL 32177

Dear Mr. Boynton:

In accordance with Florida Statute supplement 200.065, 1985, the following ESTIMATE of total assessed value of nonexempt property for the current year is provided for budget planning purposes. If you have any questions, please contact this office at 329-0290 and we will be happy to assist you.

Estimated total taxable value:           \$384,251,826

---

Sincerely,

A handwritten signature in cursive script that reads "Timothy E. Parker".

Timothy E. Parker, C.F.A.  
Putnam County Property Appraiser

---

**Crescent City Annex**  
115 N. Summit Street  
386/698-4284

**Main Office**  
P.O. Box 1920  
312 Oak Street  
Palatka, Florida 32178

**Interlachen Annex**  
Hitchcock's Plaza, SR #20  
386/684-3383

**CERTIFICATION OF 2011 PRELIMINARY ASSESSMENT INCREMENT  
FOR THE ORIGINAL DOWNTOWN REDEVELOPMENT DISTRICT**

Pursuant to that certain Resolution (#4-7) passed by the City Commission of the City of Palatka on September 8, 1983, and signed by its Mayor, Eugene L. Walker, Wherein a portion of Downtown Palatka was declared as an area suitable for redevelopment, and more particularly provided a legal description of said area, and

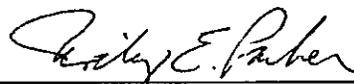
Pursuant to that certain Resolution (#4-12) passed by the City Commission of the City of Palatka on November 10, 1983, and signed by its mayor, Eugene L. Walker, whereby a "community redevelopment agency" now known as the Downtown Redevelopment Agency for the City of Palatka was legally created under F. S. 163.356,

AND WHEREAS, a "redevelopment trust fund" has been created under F. S. 163.387, which is to be funded through the use of tax increments as defined in F. S. 163.387,

NOW THEREFORE, I, Timothy E. Parker, as Property Appraiser for Putnam County do hereby certify the following, Preliminary 2011 Assessment Increment to the City of Palatka for the Downtown Redevelopment Agency for the City of Palatka, in the following manner:

1. The 1983 taxable real property value (as certified 10/4/83):  
\$ 14,750,255
2. The 2011 Preliminary taxable real property value:  
\$ 32,881,268
3. The resultant Preliminary 2011 taxable real property increment:  
\$ 18,131,013

DATED this 30<sup>TH</sup> day of June, 2011



---

Timothy E. Parker, C.F.A.  
Putnam County Property Appraiser

**CERTIFICATION OF 2011 PRELIMINARY ASSESSMENT INCREMENT  
FOR THE NORTH AND SOUTH HISTORIC DISTRICTS**

Whereas, the City Commission of the City of Palatka adopted Ordinance 94-27 on November 10, 1994 and Ordinance 95-5 on March 23, 1995 and both were signed by its Mayor, Tim Smith, wherein the Boundaries of the Original Downtown Redevelopment District was amended by adding the North and South Historic Districts, and

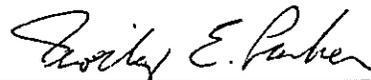
Whereas the City Commission of the City of Palatka adopted Ordinance 94-28 on November 10, 1994 and signed by its Mayor, Tim Smith, to change the boundaries of the Tax Increment Finance District to coincide with the boundaries of the new redevelopment agency;

And whereas a "redevelopment trust fund" has been created under F.S. 163.387, which is to be funded through the use of tax increments as defined in F.S. 163.387;

Now therefore, I, Timothy E. Parker, as Property Appraiser for Putnam County do hereby certify the following Preliminary 2011 Assessment increment to the City of Palatka for the Downtown Redevelopment Agency for the following areas:

1. The 1994 taxable real property value (as certified 10/18/94):  
North Historic District: \$ 1,099,110  
South Historic District: \$ 3,217,275
2. The Preliminary 2011 taxable real property value:  
North Historic District: \$ 4,242,168  
South Historic District: \$ 9,710,156
3. The resultant Preliminary 2011 taxable real property increment:  
North Historic District: \$ 3,143,058  
South Historic District: \$ 6,492,881

DATED this 30<sup>TH</sup> day of June, 2011



---

Timothy E. Parker, C.F.A.  
Putnam County Property Appraiser

*Agenda  
Item*

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# MINUTES

## MAIN STREET BOARD OF DIRECTORS

7/11/2011

4:00 PM to 5:00 PM

City of Palatka Mayor's Office, 205 N. 2<sup>nd</sup> St.

**Present:** Linda Myers, Susan Loosberg, Jerry Hafner, Woody Boynton, and Skip Lorenzen

**Call to Order:** Chairman Myers called the meeting to order at 4:19 p.m.

**2011 Façade Grants:**

<u>Applicant</u>	<u>Grant Amount</u>
a. Thomas Kavanaugh	\$8,190.31
b. River City Gun Range	\$7,643.75
c. River City Antiques	\$5,112.50
d. The Pink Door	\$7,981.25
e. Speedy Cash	\$10,000
f. David Church	\$5,000
	\$43,297.81 <b><u>TOTAL</u></b>

**Action:** Motion S. Lorenzen to accept the Design Committees' funding recommendation for projects A through F minus D, seconded J. Hafner. **All in Favor**

~~**Action:** Motion J. Hafner to accept the Design Committees' funding recommendation for project D, seconded S. Lorenzen.~~

**Discussion:** Susan Loosberg recused herself from discussion and voting. L Myers requested that Susan fill out a conflict of interest statement for the file.

**All in Favor**

**Meeting Adjourned 4:29 pm**

Respectfully Submitted,  
Jonathan Griffith



**MAIN STREET**  
*Palatka*

# AGENDA

PALATKA MAIN STREET BOARD OF DIRECTORS

7/7/2011

4:00 PM to 5:00 PM

Mayor's Office, City Annex

---

**A. Welcome & Call to Order – Chairman Browning**

**B. Recommend Award for 2011 Façade Projects (R. Taylor) –**

<u>Applicant</u>	<u>Grant Amount</u>
a. Thomas Kavanaugh	\$8,190.31
b. River City Gun Range	\$7,643.75
c. River City Antiques	\$5,112.50
d. The Pink Door	\$7,981.25
e. Speedy Cash	\$10,000
f. David Church	\$5,000
	\$43,297.81 <b><u>TOTAL</u></b>

---



# MEETING NOTES

## MAIN STREET DESIGN COMMITTEE

6/29/2011

4:00 PM to 5:00 PM

City of Palatka Mayor's Office, 205 N. 2<sup>nd</sup> St.

**Present:** Chairman Robert Taylor, Roberta Correa, Joff Fillion, Mike Gagnon, and Angela Murtagh

**The following was noted on June 29, 2011**

### 1. 2011 Façade Grants

#### a. 701-705 St. Johns Avenue

- i. The applicant has requested a grant for a total project cost of \$9,253.75.
- ii. Applicant has verbally agreed to remove signage and replace rotten wood work around windows.

**Action:** Motion J. Fillion to recommend approval with the stipulation that the applicant;

- Paints entire building
- Protects existing mural
- Repair/refinish patch on eastern facing wall
- Remove cardboard from windows

seconded by R. Correa. **All in Favor**

#### b. 706 St. Johns Avenue – River City Gun Range

- i. The applicant has requested a grant for a total project cost of \$9,925.00
- ii. Applicant has listed color selections and committee was okay with suggestions.

---

**Action:** Motion J. Fillion to recommend approval as long as the applicant provides copies of actual color swatches prior to commencing work, seconded by R. Correa. **All in Favor**

#### c. 717 St. Johns Avenue – River City Antiques

- i. The applicant has requested a grant for a total project cost of \$5,150.00
  1. Colors were submitted and project cost had been clarified prior to this meeting

**Action:** Motion M. Gagnon to recommend approval, seconded by A. Murtagh. **All in Favor**

#### d. 306 Oak Street – The Pink Door

- i. The applicant has requested a grant for a total project cost of \$8,975.00 (\$7,981.25 grant requested)

**Action:** Motion R. Correa to recommend approval, seconded A. Murtagh. **All in Favor**

#### e. 520 Oak Street – Lavinia Moody

- i. The applicant has requested a grant for \$10,000.
  1. A letter from TD bank was received and stated that the property encroachment issue was being looked into and that it should be resolved.



# MEETING NOTES

## MAIN STREET DESIGN COMMITTEE

6/29/2011

4:00 PM to 5:00 PM

City of Palatka Mayor's Office, 205 N. 2<sup>nd</sup> St.

**Action:** Motion R. Correa to recommend approval.

Joff Fillion stated he is not sure the project needs a paint job and would like to discuss this further.

**Action:** R. Correa retracted her motion.

Joff Fillion stated that the owner received a Building Improvement Grant last year to open up a new business and the business has not opened yet.

Angela Murtagh said the paint number seems to be a little high.

R. Correa stated she does not think this improvement is necessary to open the business up.

**Action:** Motion R. Correa to recommend approval pending an on-site review to determine if the work is necessary and/or excessive, seconded by J. Fillion. R. Correa amended the motion to include "pending a definitive resolution of the boundary issue." **All in Favor**

- f. 701 Reid Street – Speedy Cash
  - i. The applicant has requested a grant for a total project cost of \$21,524.60 (\$10,000 grant requested)
    - 1. Applicant has agreed to replacing old awning cover to match proposed.

---

**Action:** Motion A. Murtagh to recommend approval, seconded by J. Fillion. **All in Favor**

- g. 627 St. Johns Avenue - David Church
  - i. The applicant has requested a grant for a total project cost of \$5,993.00 (\$5,000 grant requested)

**Action:** Motion M. Gagnon to approve, seconded by J. Fillion. **All in Favor**

- h. 615 St. Johns Avenue – Susie Massey
  - 1. Th applicant is currently working with her contractor to finalize the project scope.
- i. 720 St. Johns Avenue – Alex Sharp
  - i. The applicant has withdrawn his application.

Respectfully Submitted,

Jonathan Griffith

# Advertising Receipt

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

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

Cust#: 04100016-000  
 Ad#: 05514220  
 Phone: (386)329-0103  
 Date: 07/07/11

Ad taker: vic      Salesperson: mkw      Classification: 0360

Description	Start	Stop	Ins.	Cost/Day	Surcharges	Total
01 Palatka Daily News Affidavit	07/09/11	07/09/11	1	30.37		30.38 2.50

Total: 32.88  
 Tax: 0.00  
 Net: 32.88  
 Prepaid: 0.00

**Total Due 32.88**

**Payment Reference:**

Notice is hereby given that the Palatka City Commission, at the request of the Palatka Main Street Design Committee, will hold a public Hearing on July 14, 2011 regarding grant awards for the 2011 Façade Grant program. The hearing will be held at City Commission Chambers, 201 N. 2nd Street, and will commence at 6:00 p.m. or as soon as possible thereafter.

Please govern yourselves accordingly.

/s/ Betsy J. Driggers  
 City Clerk

Legal No. 05514220  
 7/9/2011

*OK to run  
 7-7-11  
 B Driggers*

**PUBLIC NOTICE**

Notice is hereby given that the Palatka City Commission, at the request of the Palatka Main Street Design Committee, will hold a public Hearing on July 14, 2011 regarding grant awards for the 2011 Façade Grant program. The hearing will be held at City Commission Chambers, 201 N. 2nd Street, and will commence at 6:00 p.m. or as soon as possible thereafter.

Please govern yourselves accordingly.

/s/ Betsy J. Driggers  
 City Clerk

Legal No. 05514220  
 7/9/2011

# Agenda Item

6

SEPARATE ATTACHMENT

*Agenda  
Item*

7

## Betsy Driggers

---

**From:** johnny@steamboatbar.com  
**Sent:** Tuesday, July 05, 2011 4:50 PM  
**To:** Betsy Driggers  
**Subject:** RE:

Betsy,

I like to ammend my request to include all Fridays and Saturdays through the months of July and August. I am booking bands on short notice and want to make sure everything will be in order. I will probably not use every date but just want to be covered in case I do.

Thanks,  
Johnny

Quoting Betsy Driggers <[bdriggers@palatka-fl.gov](mailto:bdriggers@palatka-fl.gov)>:

> Hi John,

>

> The agenda was published on Friday. Our agenda deadline for this  
> agenda was 10:00 am on June 15th (Wednesday). We set our tentative  
> agenda on Thursday morning one week prior to the meeting, and publish  
> it the Friday prior to the meeting. I can't tell you that this will  
> be added, as you've missed those deadlines. Our Code states  
> applications for relief from the noise restrictions must be made a  
> minimum of 10 days prior to the regularly scheduled meeting.

>

> I've forwarded your request to Mr. Boynton and Chief Getchell, For  
> their information.

> I can put your request for the July 15, 22 and 23 dates on the July  
> 14th agenda.

>

> Betsy

>

> -----Original Message-----

> ~~From: johnny@steamboatbar.com [mailto:johnny@steamboatbar.com]~~

> ~~Sent: Monday, June 20, 2011 1:39 PM~~

> ~~To: Betsy Driggers~~

> ~~Subject:~~

>

> Betsy,

> I need to be placed on this weeks City Commission consent agenda for a  
> noise variance from 10pm-1am for the following dates:

> June 24, June 25, July 1st, July 2nd, July 15th, July 22, July 23.

>

> Thanks for your help!

>

> John Lyon

> Steamboat Willies

> 386-937-4679 cell

> 386-325-0419 business

>

**PUBLIC NOTICE**

**Notice is hereby given that the Palatka City Commission, at the request of the Palatka Main Street Design Committee, will hold a public Hearing on July 14, 2011 regarding grant awards for the 2011 Façade Grant program. The hearing will be held at City Commission Chambers, 201 N. 2<sup>nd</sup> Street, and will commence at 6:00 p.m. or as soon as possible thereafter.**

**Please govern yourselves accordingly.**

**/s/ Betsy J. Driggers  
City Clerk**

---

LEGAL ADVERTISEMENT – Run 7/9/11  
PROOF OF PUBLICATION REQUESTED  
FAX editing proof with cost of advertisement to 329-0199  
Betsy Driggers, City of Palatka  
201 N. 2<sup>nd</sup> Street, Palatka FL 32177  
[bdriggers@palatka-fl.gov](mailto:bdriggers@palatka-fl.gov) 386-329-0100 ext 211

---

*Agenda  
Item*

8

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

*City of Palatka*  
*Office of the City Manager*

**To:** Mayor Myers, Commissioners

**From:** Woody Boynton, City Manager

**Date:** July 8, 2011

**RE:** Memorandum of Agreement with the Florida Department of Transportation

---

Attached is a Resolution authorizing the Mayor and the City Clerk to execute a Memorandum of Understanding with the FDOT. This maintenance agreement will require the City to maintain a new brick walk way on Second Street near the intersection with Reid Street. This brick walkway will mimic the walkway at Third Street and although it is on Second Street the actual construction of the walkway is within the FDOT right-of-way. This work is being completed in conjunction with the Riverfront/Downtown Redevelopment project.

We recommend support of this resolution.

Should you have any questions, please call.

**RESOLUTION No.**

**Entitled**

**A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND ATTEST A "MEMORANDUM OF AGREEMENT" WITH THE FLORIDA DEPARTMENT OF TRANSPORTION FOR PROPOSED WORK ASSOCIATED WITH THE RIVERFRONT/DOWNTOWN REDEVELOPMENT PROJECT WITHIN FDOT RIGHT-OF-WAY.**

**WHEREAS, the State of Florida Department of Transportation, hereinafter referred to as the "FDOT" finds it is necessary for the City of Palatka, to execute and deliver to the FDOT the agreement identified as "Memorandum of Agreement", hereinafter referred to as the Agreement, for proposed work associated with the Riverfront/Downtown Redevelopment Project within FDOT right-or-way.**

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

1. That Vernon Myers, Mayor of the City of Palatka, Florida, be hereby authorized and directed to execute and deliver the Agreement to the **FDOT**;
2. That Betsy J. Driggers, City Clerk of the City of Palatka, Florida, be hereby authorized and directed to attest the Agreement; and
3. That a certified copy of this Resolution be forwarded to **FDOT** along with the executed Agreement.

---

**PASSED AND ADOPTED** by the City Commission of the City of Palatka, Florida, as the Maintaining Agency, this 14<sup>th</sup> day of July, in the year 2011.

**CITY OF PALATKA**

By: \_\_\_\_\_  
Its **MAYOR**

**ATTEST:**

\_\_\_\_\_  
**CITY CLERK**

## MEMORANDUM OF AGREEMENT

This Memorandum of Agreement ("Agreement") is made and entered into by and between the State of Florida Department of Transportation ("Department") and City of Palatka ("Applicant").

**WHEREAS**, the term "Property" shall refer to certain real property located in Putnam County, Florida owned by the Department and described as S.R. 15 (US 17) right of way; and

**WHEREAS**, the term "Improvement" means and shall refer to improvements authorized by permit 2011-A-297-13 that will be constructed on the Property, a portion of which will be constructed within the Department's right-of-way, see attached Exhibit A; and

**WHEREAS**, the Applicant shall fund, construct, maintain, operate and repair the Improvement.

**WHEREAS**, the Applicant acknowledges that the Applicant has the right to be represented by legal counsel and that the Applicant consulted with Applicant's attorney regarding this Agreement before signing the same or that Applicant waives the right to consult with their attorney and that they fully understand the terms and provisions of this Agreement.

**NOW THEREFORE**, with full knowledge and understanding of the laws governing the subject matter of this Agreement, and in consideration of the foregoing recitals and the mutual covenants and conditions contained in this Agreement, the parties, intending to be legally bound hereby, acknowledge and agree as follows:

### **1. RECITALS AND EXHIBITS**

The recitals set forth above and Exhibits attached hereto are specifically incorporated herein by reference and made part of this Agreement.

### **2. EFFECTIVE DATE**

The effective date of this Agreement shall be the date the last of the parties to be charged executes the Agreement.

### **3. TERM**

The initial term of this Agreement shall be for a period of one (1) year, commencing on the Effective Date and concluding on the anniversary of the Effective Date. This Agreement shall automatically renew for successive and continuing like one (1) year terms unless terminated by the Department.

### **4. E-VERIFY**

The Contractor (A) shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Contractor during the term of the contract; and (B) shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

### **5. COMPLIANCE**

The Applicant shall perform the Agreement in a good and workmanlike manner, with reasonable care, in accordance with the terms and provisions hereof and all applicable federal, state, local, administrative, regulatory, safety and environmental laws, codes, rules, regulations, policies, procedures, guidelines, standards, specifications and permits, as the same may be constituted and amended from time to time, including, without limitation, those of the Department, Water Management District with requisite jurisdiction, Florida Department of Environmental Protection, Environmental Protection Agency, Army Corps of Engineers, United States Coast Guard and local governmental entities ("Governmental Law").

### **6. PERMITS**

In the performance of the Agreement the Applicant may be required to obtain one or more Department permits which may include copies of the Agreement as an exhibit. Notwithstanding the inclusion or incorporation of the Agreement as part of any such Department permits, the Agreement shall remain separate and apart from such permits and shall not be merged into the same absent the prior written express consent of the Department. Should any term or provision of the Agreement conflict with any term, provision or requirement of any Department permit, the terms and provisions of the Agreement shall control unless specifically noted otherwise in any such Department permit. For purposes of this

Agreement, the term "permit" shall also include the Department's Construction Agreement which may be required for permanent improvements installed within the Department's right-of-way

## **7. CONSTRUCTION**

A. The Applicant shall furnish the Department's Local Maintenance Engineer ("LME") with four (4) signed and sealed copies of the construction plans and specifications for the Improvement ("Plans and Specifications") prepared by a Florida registered professional engineer, or landscape architect providing professional services pursuant to Chapter 481, Florida Statutes, together with a construction schedule ("Construction Schedule") and such other documentation as the Department may require.

B. The Applicant shall not commence construction of the Improvement until such time as the LME issues final written approval of the Plans and Specifications and Construction Schedule for the Improvement via issuance of one or more appropriate Department permits.

C. The Applicant shall not make any changes to the approved Plans and Specifications for the Improvement without the prior written approval of the LME. Changes to the approved Plans and Specifications for the Improvement absent the prior written approval of the LME shall be deemed a material breach of this Agreement.

D. The Applicant shall provide the Department with a minimum of seventy-two (72) hours prior written notice of its intent to commence construction of the Improvement.

E. The Applicant shall complete construction of the Improvement in accordance with the Construction Schedule and shall provide the Department's LME with written notice of completion of construction of the Improvement, including, final as-built plans and an engineering certificate that construction was completed in accordance with the Plans and Specifications. Thereafter, the LME, or designee, shall perform a final inspection. If the construction is in compliance with the Plans and Specifications and applicable Governmental Law, the Department shall issue a final acceptance letter ("Final Acceptance"). In determining compliance with applicable Governmental Law, the Department may defer to the appropriate local, state, federal, administrative, regulatory or environmental entity. The Department shall notify the Applicant in writing if the construction is deficient or not in compliance with the Plans and Specifications and applicable Governmental Law. Thereafter, the Applicant shall have thirty (30) days from the date of the Department's written notice, or such other time as the Department and Applicant mutually agree in writing, to correct the deficiency and provide the Department with written notice of the same. The Department shall not issue its Final Acceptance until the deficiency / non-compliance is corrected.

F. If the deficiency is not corrected timely, or if the Department determines that the construction remains deficient or non-compliant after receipt of the Applicant's written notice indicating that the deficiency has been corrected, the Department, within its discretion, may: (1) provide the Applicant with written authorization granting such additional time as the Department deems appropriate to complete correction of the deficiency; (2) require the Applicant to remove the Improvement and restore the Property pursuant to the "Removal" section of this Agreement; or (3) correct the deficiency at the Applicant's sole cost and expense. Should the Department elect to correct the deficiency, the Department shall provide the Applicant with an invoice for the costs incurred by the Department and the Applicant shall pay the invoice in accordance with the "Payment" section of this Agreement.

G. The Plans and Specifications, Construction Schedule, final as-built plans and engineering certificate for the Improvement are incorporated herein and made part of this Agreement by reference.

## **8. MAINTENANCE & REPAIR**

A. The Applicant shall maintain and repair the Improvement at its sole cost and expense, in a good and workmanlike manner, with reasonable care, in accordance with the terms and provisions of this Agreement. Nothing in this Agreement shall obligate the Department to maintain or repair the Improvement, said obligations to remain the sole responsibility of the Applicant.

B. If the Department determines that the Applicant is not maintaining and repairing the Improvement in accordance with the terms and provisions of this Agreement, the Department shall deliver written notification of such to the Applicant. The Applicant shall have thirty (30) days from the date of the Department's written notice, or such other time as the Department and the Applicant mutually agree in writing, to correct the deficiency and provide the Department with written notice of the same.

C. If the deficiency is not corrected timely, or if the Department determines that the deficiency remains after receipt of the Applicant's written notice indicating that the deficiency has been corrected, the Department, within its discretion, may: (1) provide the Applicant with written authorization granting such additional time as the Department deems appropriate to complete correction of the deficiency; (2) require the Applicant to remove the Improvement and restore the Property pursuant to the "Removal" section of this Agreement; or (3) correct the deficiency at the Applicant's sole cost and expense. Should the Department elect to correct the deficiency, the Department shall provide the Applicant with an invoice for the costs incurred by the Department to correct the deficiency and the Applicant shall pay the invoice in accordance with the "Payment" section of this Agreement.

D. If at any time in the sole determination of the Department, the integrity or safety of the Improvement requires immediate maintenance or repair for the benefit of public health, safety or welfare, the Department may perform such maintenance and repairs it deems appropriate under the circumstances. The Department shall provide the Applicant with written notice of the emergency maintenance and repairs performed by the Department and an invoice for the same. The Applicant shall pay the invoice in accordance with the "Payment" section of this Agreement.

#### **9. IMPROVEMENTS & MODIFICATIONS**

A. The Department may require the Applicant to improve or modify the Improvement if the Department determines: (1) improvements or modifications are required by applicable Governmental Law; or (2) improvements or modifications will benefit the Department in the conduct of its business.

B. Required improvements and modifications shall be subject to the terms and provisions of this Agreement, specifically including, without limitation, the "Construction" and "Maintenance & Repair" sections hereof.

C. Improvements and modifications shall be constructed and completed by the Applicant within sixty (60) days of the date of the Department's written notice requiring improvements or modifications.

#### **10. UTILITIES**

The Applicant shall be responsible for locating, removing and relocating utilities, both aerial and underground, if required for the Applicant to perform this Agreement. The Applicant shall ensure all utility locations are accurately documented on the construction Plans and Specifications, including the final as-built plans. All utility conflicts shall be resolved by the Applicant directly with the applicable utility.

#### **11. MAINTENANCE OF TRAFFIC**

A. The Applicant shall be responsible for the maintenance of traffic ("MOT") at all times during its performance of this Agreement. MOT shall be performed in accordance with applicable Governmental Law and the most current edition of each of the following, as the same may be constituted and amended from time to time, all of which are incorporated herein and made part of the Agreement by reference: (1) Section 102 of the Department's Standard Specifications for Road and Bridge Construction; (2) the Manual on Uniform Traffic Control Devices; and (3) the Department's Roadway Design Standards Index 600 Series.

B. If the Applicant fails to perform MOT as required herein, the Department, within its discretion, may elect to perform MOT at the Applicant's sole cost and expense. Should the Department perform MOT, the Department shall provide the Applicant with an invoice for the costs incurred by the Department and the Applicant shall pay the invoice in accordance with the "Payment" section of this Agreement.

#### **12. REMOVAL**

A. The Department may require the Applicant to remove the Improvement and restore the Property to the condition that existed immediately prior to the Effective Date of this Agreement if the Department determines: (1) the Improvement is not constructed or maintained in accordance with Governmental Law; (2) removal of the Improvement is required by applicable Governmental Law; (3) the Applicant breaches a material provision (as determined by the Department) of this Agreement, or (4) removal of the Improvement will benefit the Department in the conduct of its business. Removal and restoration shall be completed by the Applicant within sixty (60) days of the date of the Department's written notice requiring removal of the Improvement, or such other time as the Department and the Applicant mutually agree in writing.

B. Removal and restoration shall be completed by the Applicant in accordance with applicable Governmental Law, specifically including the Department's Standard Specifications for Road and Bridge Construction.

C. Should the Applicant fail to complete the removal and restoration work as required herein, the Department may: (1) provide the Applicant with written authorization granting such additional time as the Department deems appropriate to complete removal and restoration; or (2) complete the removal and restoration at the Applicant's sole cost and expense. Should the Department elect to complete the removal and restoration, the Department shall provide the Applicant with an invoice for the costs incurred by the Department and the Applicant shall pay the invoice in accordance with the "Payment" section of this Agreement.

### **13. PERMISSIVE USE**

This Agreement creates a permissive use only and neither the granting of permission to use the Property, nor construction of the Improvement on or within the Property shall operate to create or vest any property right to or in the Applicant. The Applicant shall not acquire any right, title, interest or estate in the Property by virtue of the execution, operation, effect or performance of this Agreement.

### **14. EMINENT DOMAIN AND DAMAGES**

Under no circumstances shall the Department's exercise of any right provided in this Agreement create any right, title, interest or estate entitling the Applicant to full and just compensation from the Department either through inverse condemnation or eminent domain laws or any similar laws regarding the taking of property for public purposes. The Applicant forever waives and relinquishes all legal rights and monetary claims which it has, or which may arise in the future, for compensation or damages, including, without limitation, special damages, severance damages, removal costs, and loss of business profits resulting in any manner from the Department's exercise of any right provided in this Agreement. This waiver and relinquishment specifically includes all damages flowing from adjacent properties owned, leased or otherwise controlled by the Applicant, as a result of the Department's exercise of any right provided in this Agreement.

### **15. DUE DILIGENCE & WARRANTIES**

A. All due diligence requirements related to the Applicant's negotiation, execution and performance of this Agreement are the sole responsibility of the Applicant.

B. The Department makes no representations or warranties of any kind, express or implied, concerning the Property, including, without limitation, representations and warranties concerning: (1) the physical condition of the Property; and (2) merchantability or fitness for a particular purpose.

### **16. PAYMENT**

All Department invoices submitted to the Applicant for payment pursuant to the terms and provisions of this Agreement are due and payable within forty-five (45) days of the date of the invoice ("Due Date"). Any portion of an invoice not received by the Department by the Due Date shall immediately thereafter begin accruing interest at a rate of interest established pursuant to §55.03, Florida Statutes, until paid in full.

### **17. INDEMNIFICATION**

A. The Applicant shall promptly defend, indemnify, hold the Department harmless from and pay all demands, claims, judgments, liabilities, damages, fines, fees, taxes, assessments, costs, losses, penalties, construction delay costs / penalties, expenses, attorneys' fees and suits of any nature or kind whatsoever caused by, arising out of or related to the Applicant's performance, or breach, of this Agreement ("Liabilities"). The term "Liabilities" shall also specifically include all civil and criminal environmental liability arising, directly or indirectly under any Governmental Law, including, without limitation, liability under the Resource Conservation and Recovery Act ("RCRA"), the Comprehensive Environmental Response, Compensation and Liability Act ("CERCLA"), the Clean Air Act ("CAA") and the Clean Water Act ("CWA"). The Applicant's duty to defend, indemnify and hold the Department harmless specifically does not encompass indemnifying the Department for its negligence, intentional or wrongful acts, omissions or breach of contract.

B. The Applicant shall notify the Department in writing immediately upon becoming aware of any Liabilities. The Applicant's obligation to defend, indemnify and hold the Department harmless from any Liabilities, or at the Department's option to participate and associate with the Department in the defense and trial of any Liabilities, including any related settlement negotiations, shall be triggered by the

Department's written notice of claim for indemnification to the Applicant. The Applicant's inability to evaluate liability, or its evaluation of liability, shall not excuse performance of the provisions of this paragraph.

#### **18. SOVEREIGN IMMUNITY & LIMITATION OF LIABILITY**

Nothing in this Agreement shall be deemed or otherwise interpreted as waiving the Department's sovereign immunity protections, or as increasing the limits of liability set forth in §768.28, Florida Statutes, as the same may be amended from time to time. The limit of the Department's liability for breach of this Agreement shall be identical to the limitations of liability for tort actions set forth in §768.28(5), Florida Statutes.

#### **19. NOTICE**

All notices, communications and determinations between the parties hereto and those required to be given under this Agreement, including, without limitation, any change to the notification address set forth below, shall be in writing and shall be sufficient if mailed by registered or certified mail to the parties at the following addresses:

Department: Florida Department of Transportation  
Attention: St. Augustine Maintenance Engineer  
3600 DOT Road  
St. Augustine, Florida 32284

- and -

Florida Department of Transportation  
Attention: Chief Counsel District Two  
1109 South Marion Avenue, Mail Station 2009  
Lake City FL 32025

Applicant: City of Palatka  
Attention: Woody Boynton, P.E.  
201 N. 2<sup>nd</sup> Street  
Palatka, FL 32177

Applicant agrees that if it fails to notify Department by certified mail of any changes to its notification address, Applicant shall have waived any defense based on Department's failure to notify Applicant.

#### **20. GOVERNING LAW**

This Agreement shall be governed in all respect by the laws of the State of Florida.

#### **21. INITIAL DETERMINATION OF DISPUTES**

The Department's District Two Secretary ("District Secretary") shall act as the initial arbiter of all questions, difficulties, and disputes concerning the interpretation, validity, performance or breach of the Agreement.

#### **22. VENUE AND JURISDICTION**

A. Venue for any and all actions arising out of or in any way related to the interpretation, validity, performance or breach of the Agreement that are not resolved to the mutual satisfaction of the parties by the Department's District Secretary shall lie exclusively in a state court of appropriate jurisdiction in Leon County, Florida.

B. The Applicant and all persons and entities accepting an assignment of this Agreement, in whole or in part, shall be deemed as having consented to personal jurisdiction in the State of Florida and as having forever waived and relinquished all personal jurisdiction defenses with respect to any proceeding related to the interpretation, validity, performance or breach of this Agreement.

#### **23. JURY TRIAL**

The parties hereby waive the right to trial by jury of any dispute concerning the interpretation, validity, performance or breach of the Agreement, including, without limitation, damages allegedly flowing therefrom.

**24. ASSIGNMENT**

The Applicant shall not assign, pledge or transfer any of the rights, duties and obligations provided in this Agreement without the prior written consent of the Department's District Secretary or his/her designee. The Department has the sole discretion and authority to grant or deny proposed assignments of this Agreement, with or without cause. Nothing herein shall prevent the City from delegating its duties hereunder, but such delegation shall not release the City from its obligation to perform the Agreement.

**25. THIRD PARTY BENEFICIARIES**

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. Nothing in this Agreement is intended to confer any rights, privileges, benefits, obligations or remedies upon any other person or entity except as expressly provided for herein.

**26. VOLUNTARY EXECUTION OF AGREEMENT**

Each party warrants and represents to the other: (i) that it understands all of the rights and obligations set forth in the Agreement and the Agreement accurately reflects the desires of said party; (ii) each provision of the Agreement has been negotiated fairly at arm's length; (iii) it fully understands the advantages and disadvantages of the Agreement and executes the Agreement freely and voluntarily of its own accord and not as a result of any duress, coercion, or undue influence; and (iv) it had the opportunity to have independent legal advice by counsel of its own choosing in the negotiation and execution of the Agreement.

**27. ENTIRE AGREEMENT**

This instrument, together with any exhibits and documents made part hereof by reference, contains the entire agreement of the parties and no representations or promises have been made except those that are specifically set out in the Agreement. All prior and contemporaneous conversations, negotiations, possible and alleged agreements and representations, covenants, and warranties with respect to the subject matter of the Agreement, and any part hereof, are waived, merged herein and superseded hereby.

**28. EXECUTION OF DOCUMENTS**

The parties agree that they shall promptly execute and deliver to the other all documents necessary to accomplish the intent and purpose of the Agreement and shall do all other acts to effectuate the Agreement.

**29. SUFFICIENCY OF CONSIDERATION**

By their signature below, the parties hereby acknowledge the receipt, adequacy and sufficiency of consideration provided in the Agreement and forever waive the right to object to or otherwise challenge the same.

**30. WAIVER**

The failure of either party to insist on the strict performance or compliance with any term or provision of the Agreement on one or more occasions shall not constitute a waiver or relinquishment thereof and all such terms and provisions shall remain in full force and effect unless waived or relinquished in writing.

**31. INTERPRETATION**

No term or provision of the Agreement shall be interpreted for or against any party because that party or that party's legal representative drafted the provision.

**32. CAPTIONS**

Paragraph title or captions contained herein are inserted as a matter of convenience and reference and in no way define, limit, extend or describe the scope of the Agreement, or any provision hereof.

**33. SEVERANCE**

If any section, paragraph, clause or provision of the Agreement is adjudged by a court, Applicant or authority of competent jurisdiction to be invalid, illegal or otherwise unenforceable, all remaining parts of the Agreement shall remain in full force and effect and the parties shall be bound thereby so long as principle purposes of the Agreement remain enforceable.

**34. COMPUTATION OF TIME**

In computing any period of time prescribed in the Agreement, the day of the act, event or default from which the designated period of time begins to run, shall not be included. The last day of the period shall

be included unless it is a Saturday, Sunday or legal holiday, in which event the period shall run until the end of the next day which is not a Saturday, Sunday or legal holiday.

**35. MODIFICATION OF AGREEMENT**

A modification or waiver of any of the provisions of the Agreement shall be effective only if made in writing and executed with the same formality as the Agreement.

**IN WITNESS WHEREOF**, intending to be legally bound hereby, the parties hereby execute this Agreement, consisting of seven (7) pages.

STATE OF FLORIDA  
DEPARTMENT OF TRANSPORTATION ("Department")

By: \_\_\_\_\_  
James F. Hannigan, Jr., P.E.  
District Maintenance Engineer

STATE OF FLORIDA COUNTY OF COLUMBIA

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 201\_, by  
James F. Hannigan, Jr., P.E. District Maintenance Engineer, who is personally known to me.

Printed/typed name: \_\_\_\_\_  
Notary Public-State of \_\_\_\_\_  
Commission Number: \_\_\_\_\_  
Commission expires: \_\_\_\_\_

\_\_\_\_\_  
LEGAL REVIEW BY:

APPLICANT

By: \_\_\_\_\_

\_\_\_\_\_  
(name printed)

STATE OF FLORIDA COUNTY OF PUTNAM

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 201\_, by  
\_\_\_\_\_, who is personally known to me, or who produced  
\_\_\_\_\_ as identification.

Printed/typed name: \_\_\_\_\_  
Notary Public-State of \_\_\_\_\_  
Commission Number: \_\_\_\_\_  
Commission expires: \_\_\_\_\_

\_\_\_\_\_  
LEGAL REVIEW BY:

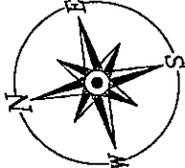
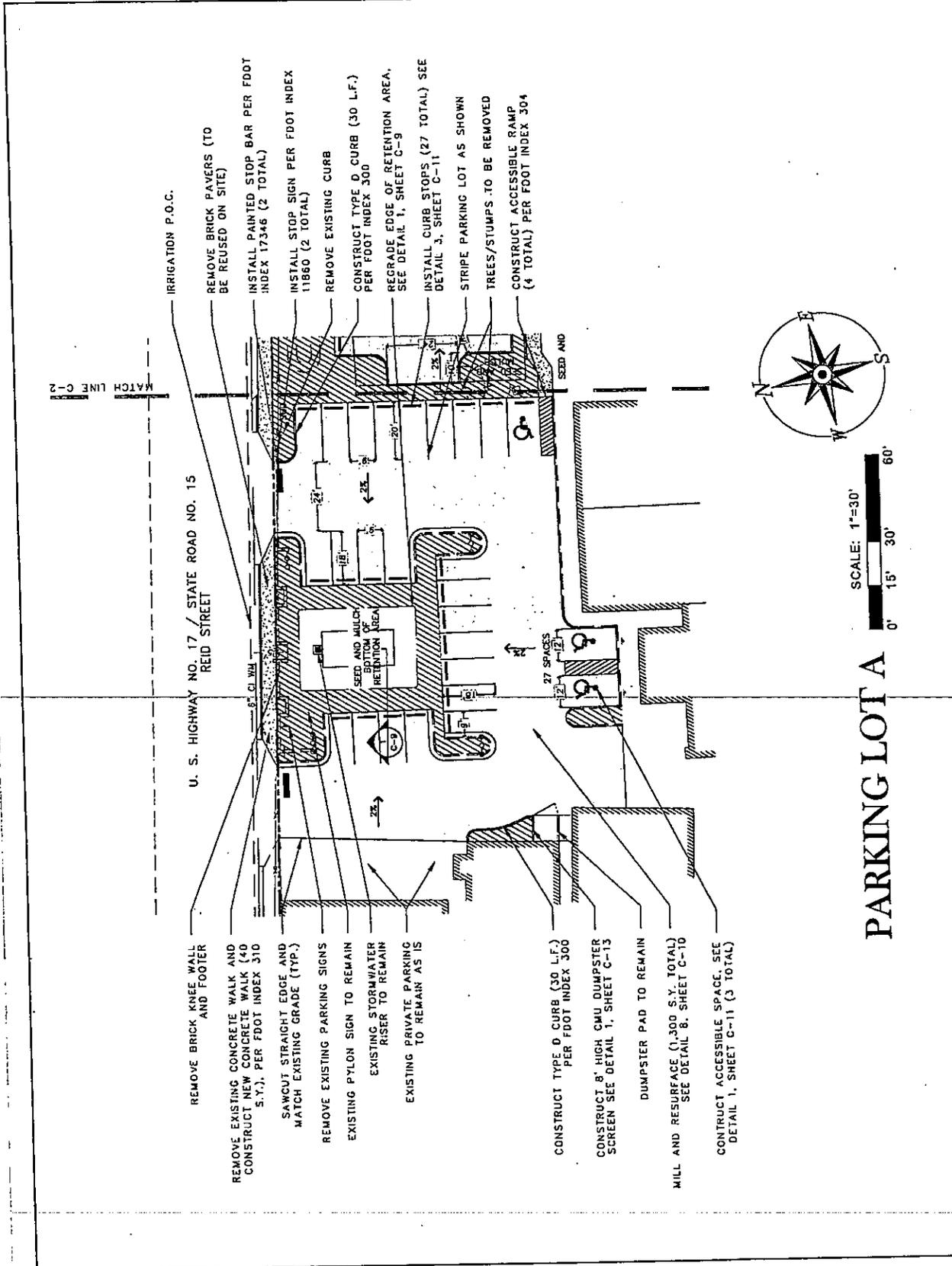


**CITY OF PALATKA**  
 201 NORTH SECOND STREET  
 PALATKA, FL 32177  
 PHONE: 352.329.1100  
 FAX: 352.329.1101

**Elwin C. Boynton, Jr., P.E.**  
 1111 N. W. 10th St.  
 Suite 100  
 Palatka, FL 32177  
 Phone: 352.329.1100  
 Fax: 352.329.1101

**PARKING LOT A**  
 Downtown Commercial Area Redevelopment Plan  
 City of Palatka, FL

**C-1**



SCALE: 1"=30'  
 0' 15' 30' 60'

**PARKING LOT A**



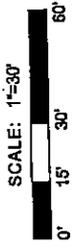
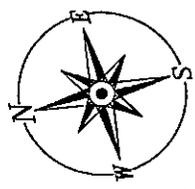
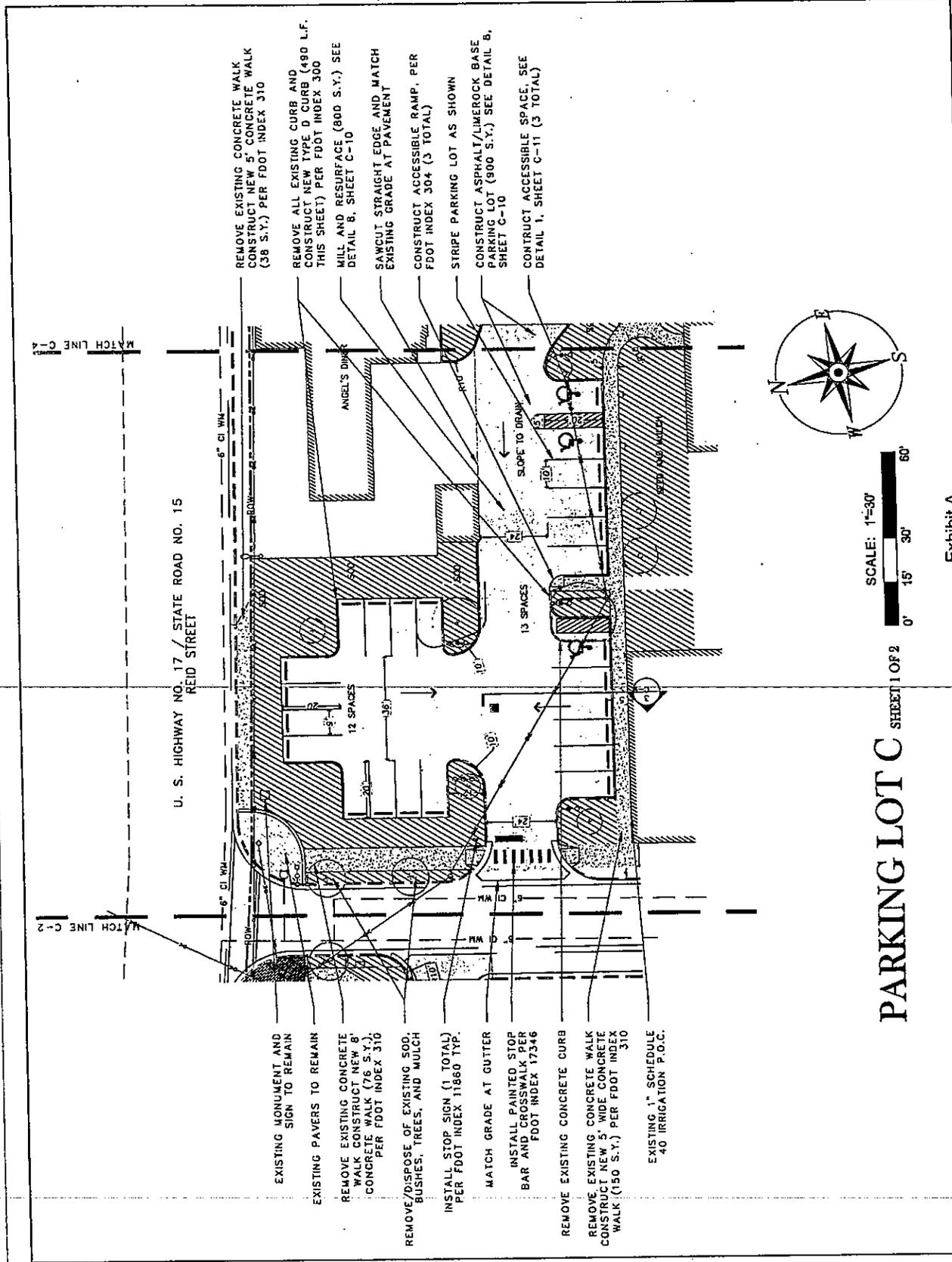


**CITY OF PALATKA**  
 201 North Second Street  
 Palatka, FL 32177  
 PHONE: 386-328-3100  
 FAX: 386-328-3100

**Elwin C. Boyington, Jr., P.E.**  
 Professional Engineer  
 License No. 12442  
 State of Florida  
 Date: 10/1/11

**PARKING LOT C**  
 Downtown Commercial Area Redevelopment Plan  
 City of Palatka, FL

**0-3**



**PARKING LOT C** SHEET 1 OF 2

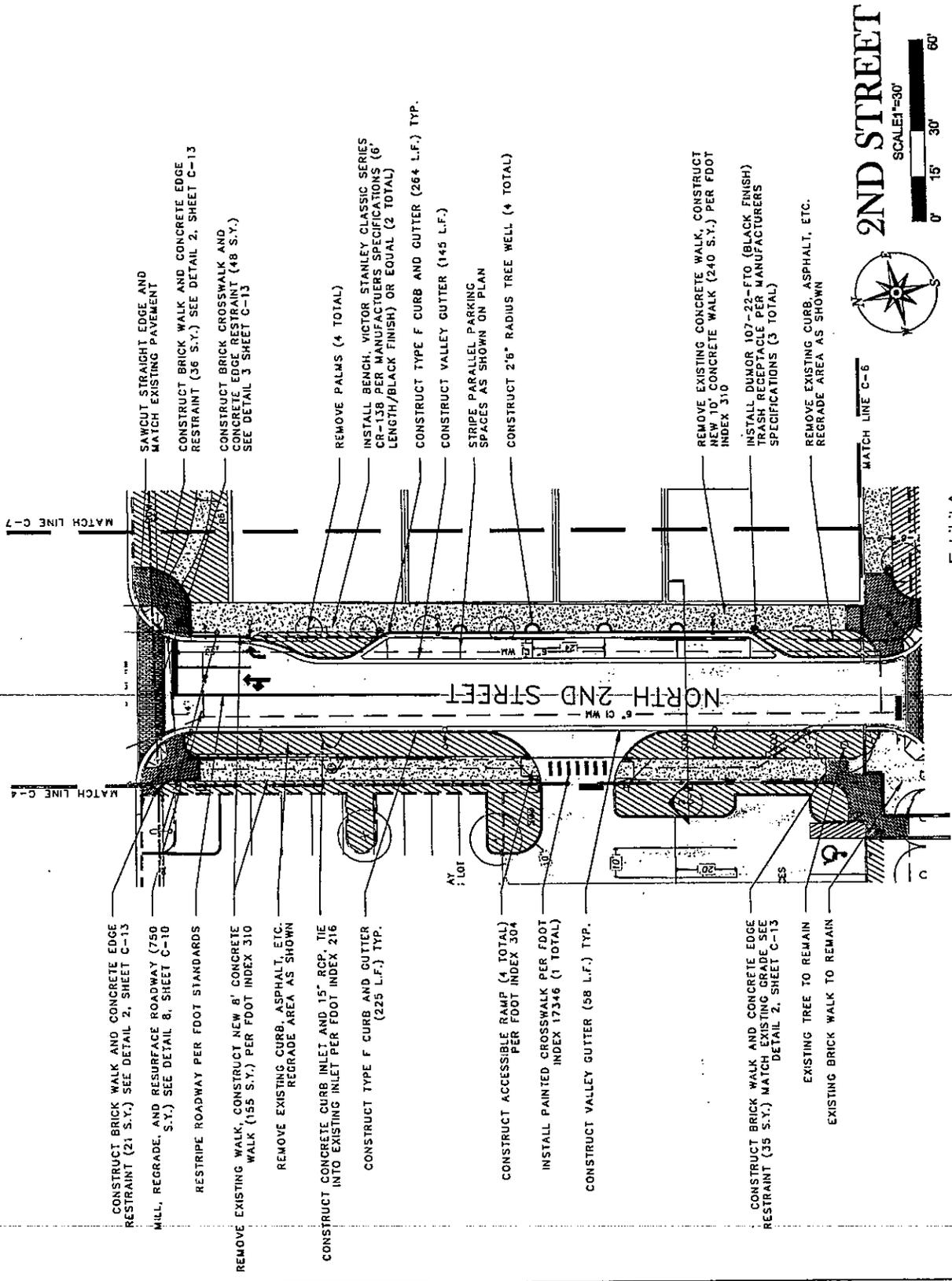


**CITY OF PALATKA**  
 201 NORTH BRONCO STREET  
 PALATKA, FL 32977  
 PHONE: 888-333-3333  
 FAX: 888-333-3333

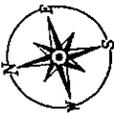
ELVIN S. BOWEN, Jr., P.E.  
 LICENSE NO. 12484  
 CIVIL ENGINEER  
 1000 S. ...  
 PALATKA, FL 32977

**2ND STREET**  
 Downtown Commercial Area Redevelopment Plan  
 City of Palatka, FL

**C-5**



- SAWCUT STRAIGHT EDGE AND MATCH EXISTING PAVEMENT
- CONSTRUCT BRICK WALK AND CONCRETE EDGE RESTRAINT (36 S.Y.) SEE DETAIL 2, SHEET C-13
- CONSTRUCT BRICK CROSSWALK AND CONCRETE EDGE RESTRAINT (48 S.Y.) SEE DETAIL 3 SHEET C-13
- REMOVE PALMS (4 TOTAL)
- INSTALL BENCH, VICTOR STANLEY CLASSIC SERIES CR-138 PER MANUFACTURERS SPECIFICATIONS (6' LENGTH/BLACK FINISH) OR EQUAL (2 TOTAL)
- CONSTRUCT TYPE F CURB AND GUTTER (264 L.F.) TYP.
- CONSTRUCT VALLEY GUTTER (145 L.F.)
- STRIPE PARALLEL PARKING SPACES AS SHOWN ON PLAN
- CONSTRUCT 26" RADIUS TREE WELL (4 TOTAL)
- REMOVE EXISTING CONCRETE WALK, CONSTRUCT NEW 10' CONCRETE WALK (240 S.Y.) PER FOOT INDEX 310
- INSTALL DUMOR 107-22-FTO (BLACK FINISH) TRASH RECEPTACLE PER MANUFACTURERS SPECIFICATIONS (3 TOTAL)
- REMOVE EXISTING CURB, ASPHALT, ETC. REGRADE AREA AS SHOWN



**2ND STREET**  
 SCALE 1"=30'  
 0 15' 30' 60'

Exhibit A  
 Page 4 of 16

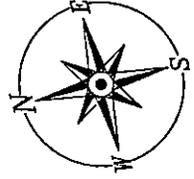
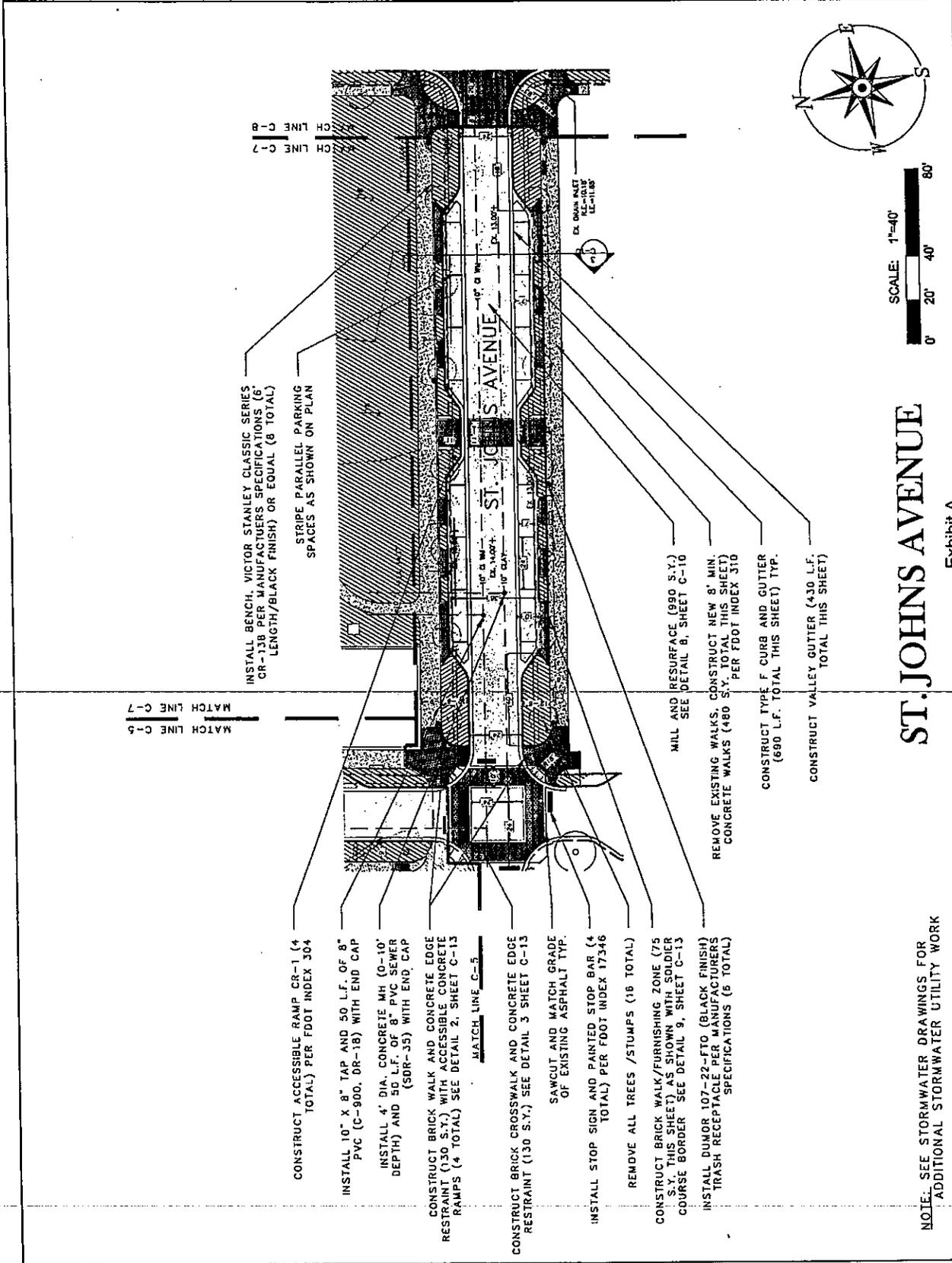


**CITY OF PALATKA**  
 201 MAIN STREET, SUITE 201  
 PALATKA, FL 32177  
 PHONE: (386) 328-0100  
 FAX: (386) 328-0100

Elwyn C. Boynton, Jr., P.E.  
 PROJECT NO. 17-11-004  
 SHEET NO. 5  
 DATE: 04/11/18

**ST. JOHNS AVENUE**  
 Downtown Commercial Area Redevelopment Plan  
 City of Palatka, FL

**C-6**



**ST. JOHNS AVENUE**

Exhibit A  
 Page 5 of 16

CONSTRUCT ACCESSIBLE RAMP CR-1 (4 TOTAL) PER FOOT INDEX 304

INSTALL 10" X 8" TAP AND 50 L.F. OF 8" PVC (C-900, DR-18) WITH END CAP

INSTALL 4" DIA. CONCRETE MH (0-10' DEPTH) AND 50 L.F. OF 8" PVC SEWER (SDR-35) WITH END CAP

CONSTRUCT BRICK WALK AND CONCRETE EDGE RESTRAINT (130 S.Y.) WITH ACCESSIBLE CONCRETE RAMPS (4 TOTAL) SEE DETAIL 2, SHEET C-13

MATCH LINE C-5

CONSTRUCT BRICK CROSSWALK AND CONCRETE EDGE RESTRAINT (130 S.Y.) SEE DETAIL 3 SHEET C-13

SAWCUT AND MATCH GRADE OF EXISTING ASPHALT TYP.

INSTALL STOP SIGN AND PAINTED STOP BAR (4 TOTAL) PER FOOT INDEX 17346

REMOVE ALL TREES /STUMPS (18 TOTAL)

CONSTRUCT BRICK WALK/FURNISHING ZONE (75 S.Y.) THIS SHEET IS SHOWN WITH SOLDIER COURSE BORDER SEE DETAIL 9, SHEET C-13

INSTALL DUMOR 107-22-FTO (BLACK FINISH) TRASH RECEPTACLE PER MANUFACTURERS SPECIFICATIONS (5 TOTAL)

INSTALL BENCH, VICTOR STANLEY CLASSIC SERIES CR-138 PER MANUFACTURERS SPECIFICATIONS (6' LENGTH/BLACK FINISH) OR EQUAL (8 TOTAL)

STRIPED PARALLEL PARKING SPACES AS SHOWN ON PLAN

MILL AND RESURFACE (990 S.Y.) SEE DETAIL 8, SHEET C-10

REMOVE EXISTING WALKS. CONSTRUCT NEW 8' MIN. CONCRETE WALKS (480 S.Y. TOTAL THIS SHEET) PER FDOT INDEX 310

CONSTRUCT TYPE F CURB AND GUTTER (680 L.F. TOTAL THIS SHEET) TYP.

CONSTRUCT VALLEY GUTTER (430 L.F. TOTAL THIS SHEET)

NOTE: SEE STORMWATER DRAWINGS FOR ADDITIONAL STORMWATER UTILITY WORK

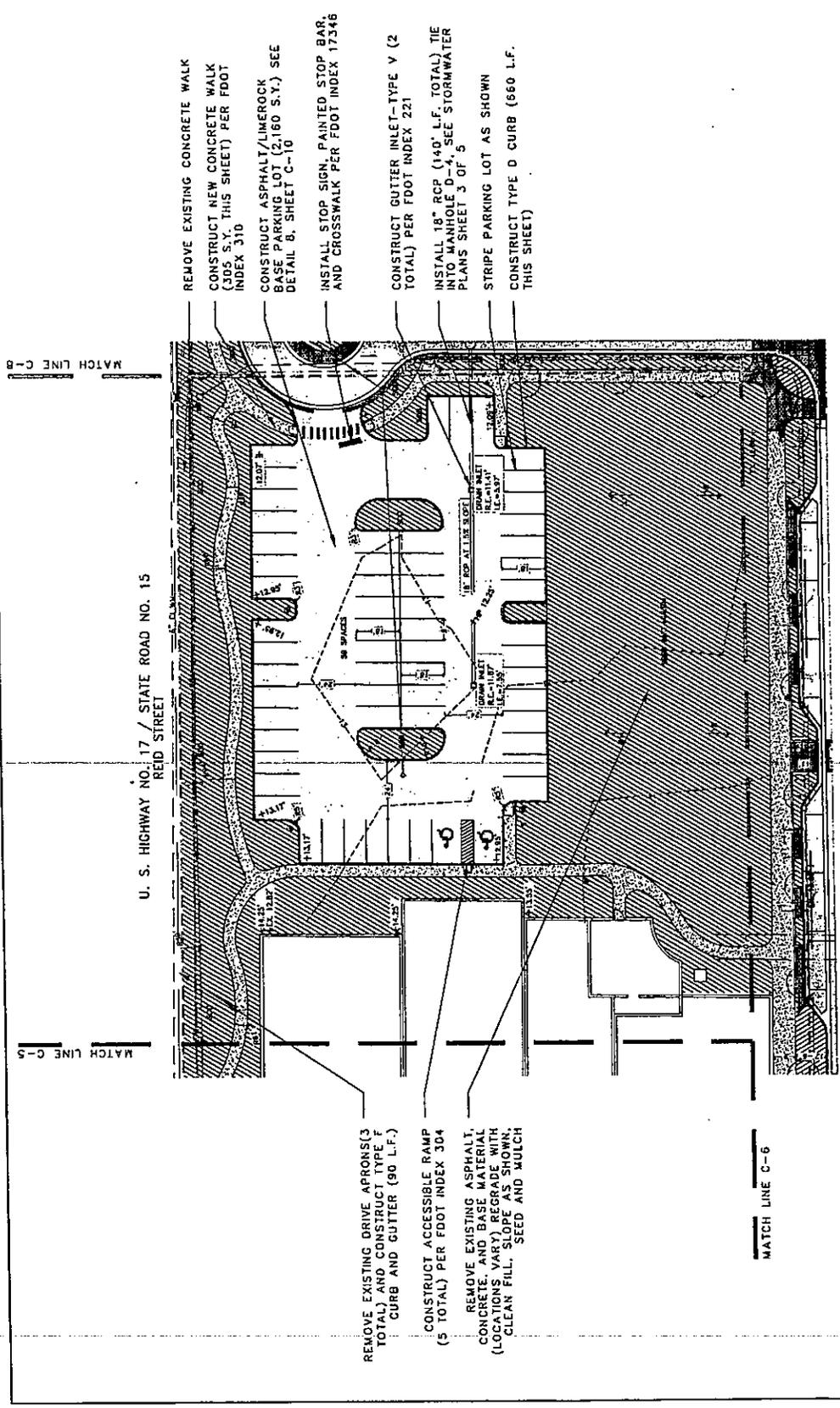


**CITY OF PALATKA**  
 201 NORTH STATE STREET  
 PALATKA, FL 32177  
 PHONE: (407) 329-1100  
 FAX: (407) 329-1100

Elwin G. Boynton, Jr., P.E.  
 6/2/11  
 PROJECT NO. 17-0004  
 SHEET NO. 17-0004-06  
 DATE: 06-11

**PARKING LOT E**  
 Downtown Commercial Area Redevelopment Plan  
 City of Palatka, FL

**C-7**



**PARKING LOT E**



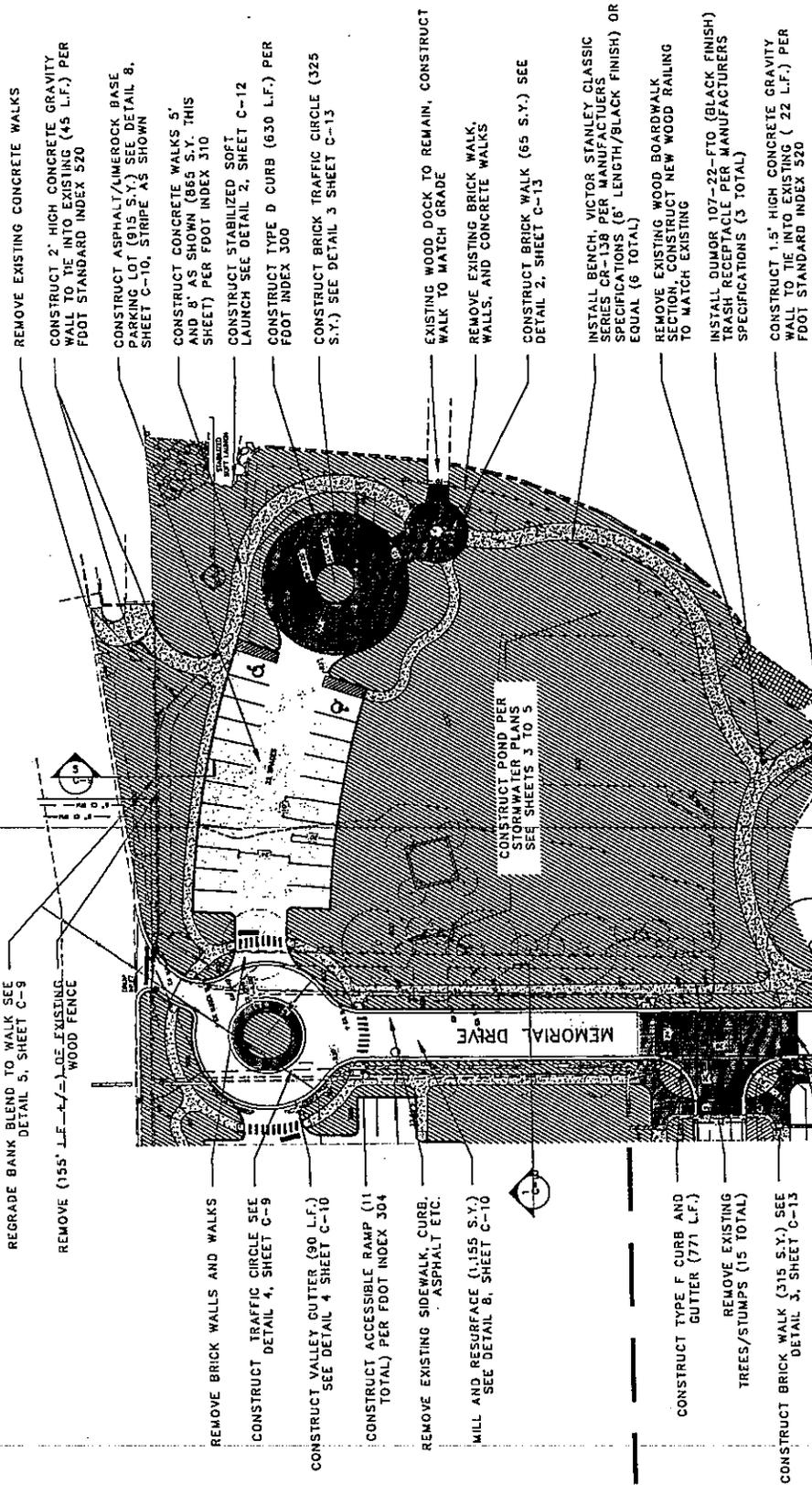
**CITY OF PALATKA**  
 201 NORTH SECOND STREET  
 PALATKA, FLORIDA 32909  
 PHONE: (888) 388-3888  
 FAX: (888) 388-3888

**Elwin C. Robertson, Jr., P.E.**

Project No.	4441
Sheet No.	4441
Date	4/4/11
Checked By	ELW
Drawn By	ELW

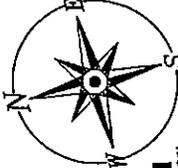
**PARKING LOT F & GREENSPACE**  
 Downtown Commercial Area Redevelopment Plan  
 City of Palatka, FL

**C-8**



**PARKING LOT F & GREENSPACE**

SCALE: 1"=50'  
 0' 25' 50' 100'



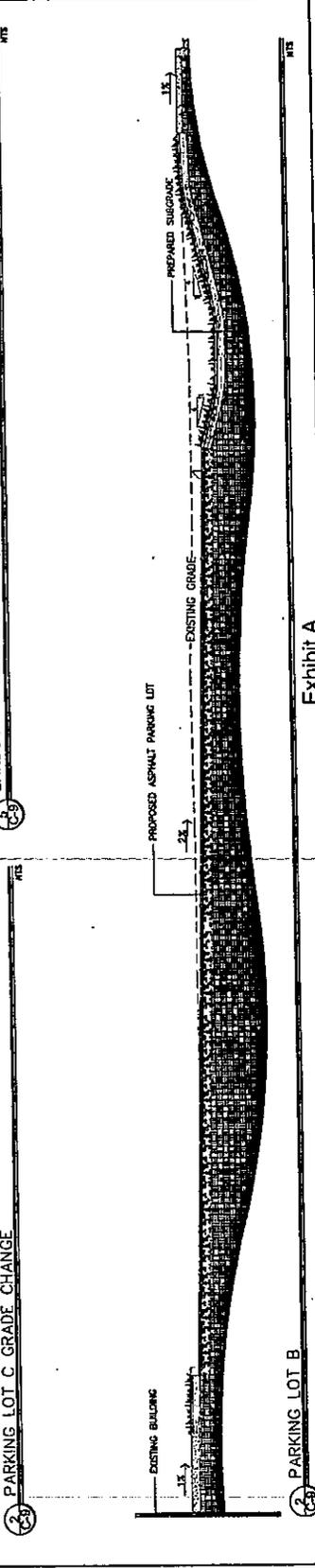
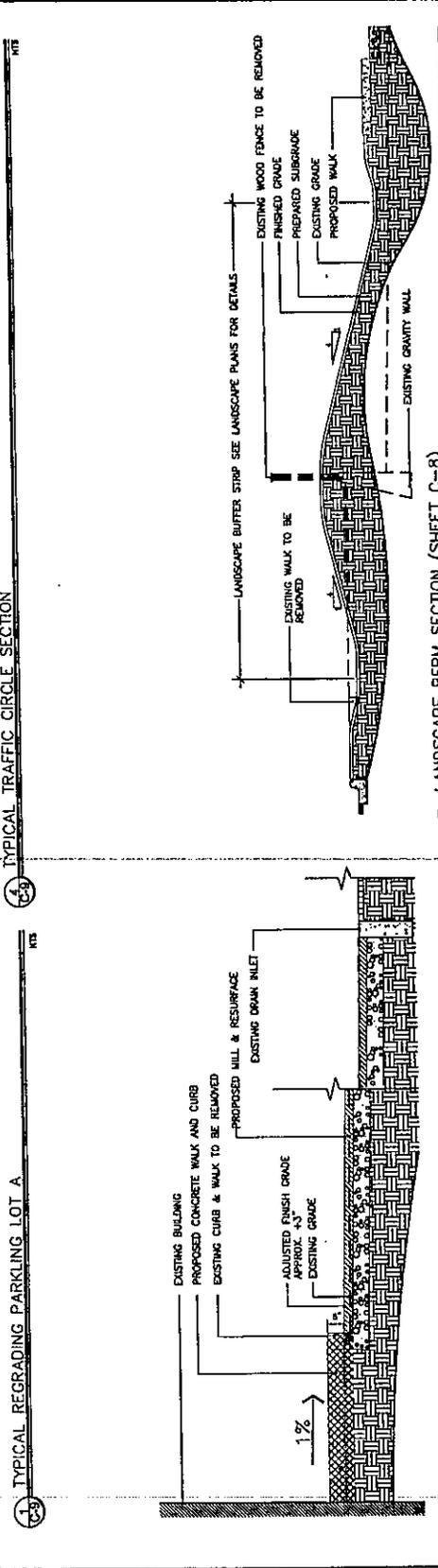
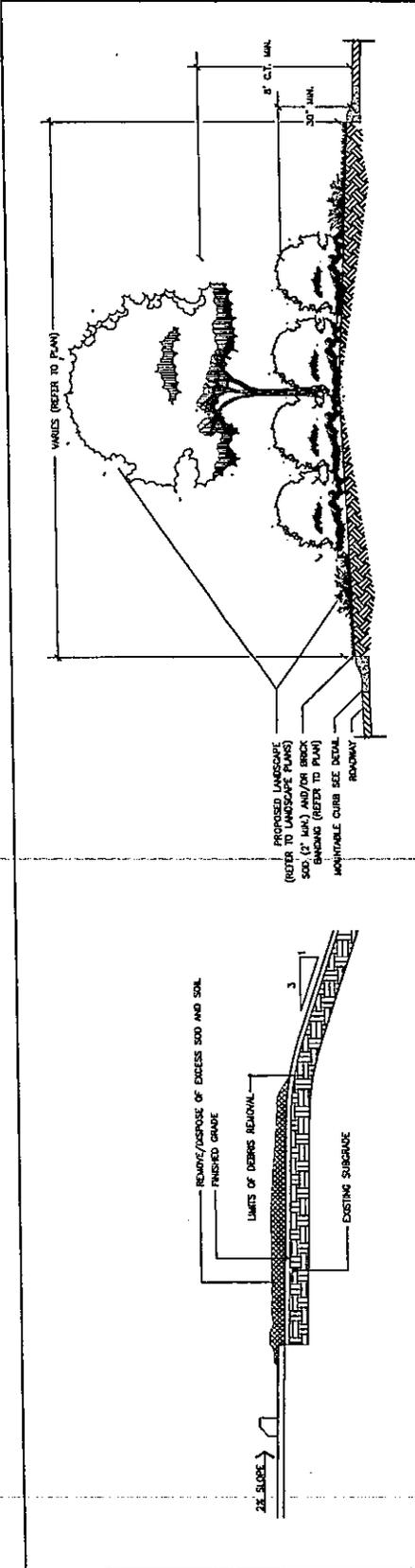


**CITY OF PALATKA**  
 201 North Second Street  
 Palatka, FL 32177  
 Phone: 352-329-1100  
 Fax: 352-329-1100

**Elwin Calhoun, Jr., P.E.**  
 License No. 11111  
 Date: 11/11/11  
 Title: Professional Engineer

**GRADING & DETAILS & SECTIONS**  
 Downtown Commercial Area Redevelopment Plan  
 City of Palatka, FL

**C-9**



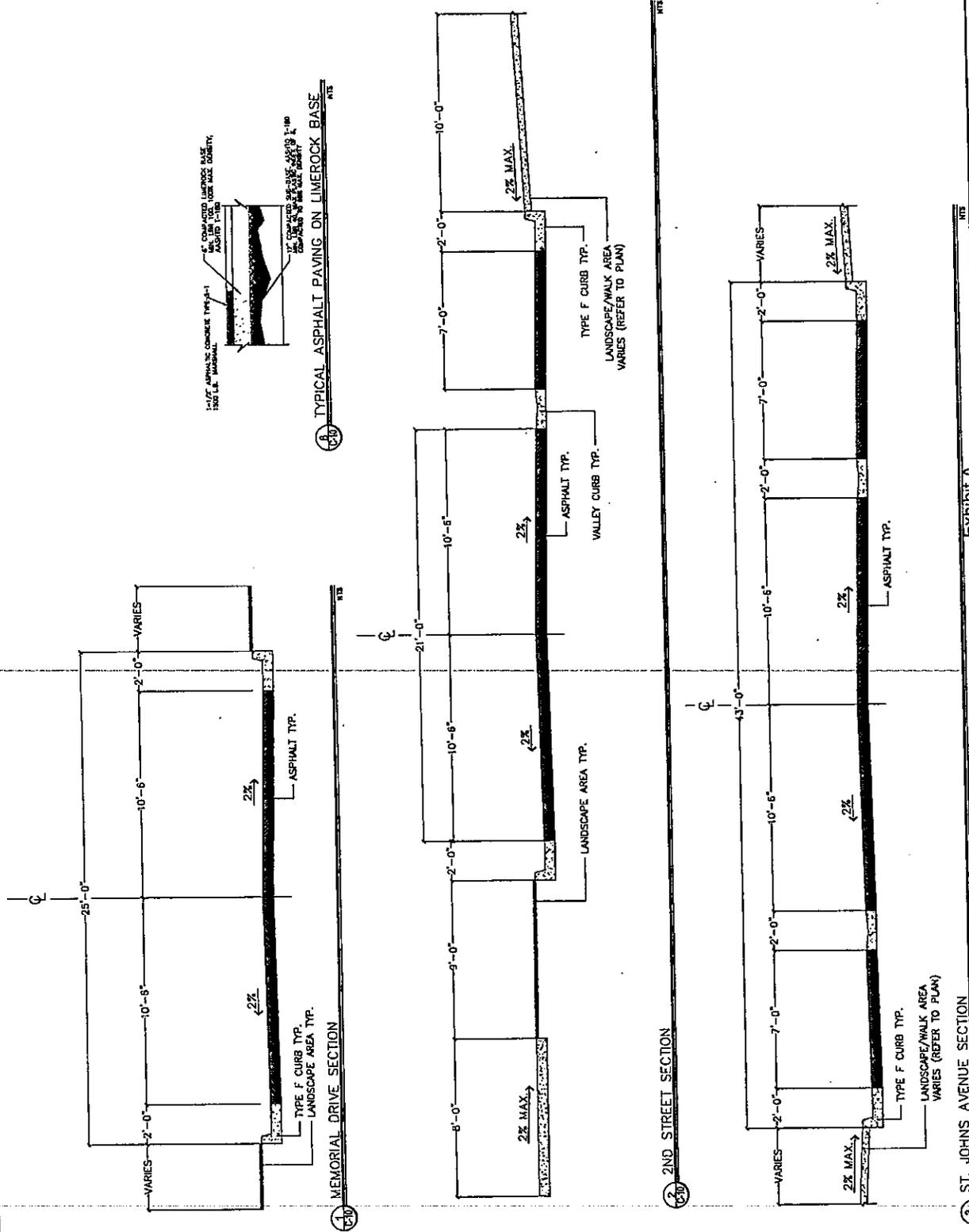


**CITY OF PALATKA**  
 201 NORTH BEACON BLVD #101  
 PALATKA, FL 32177  
 PHONE: (407) 328-1100  
 FAX: (407) 328-1100

**Elwin C. Roynton, Jr., P.E.**  
 License No. 10000  
 Seal No. 66711  
 Date: \_\_\_\_\_  
 Title: \_\_\_\_\_

**PAVEMENT DETAILS & TYPICAL SECTIONS**  
 Downtown Commercial Area Redevelopment Plan  
 City of Palatka, FL

**C-10**





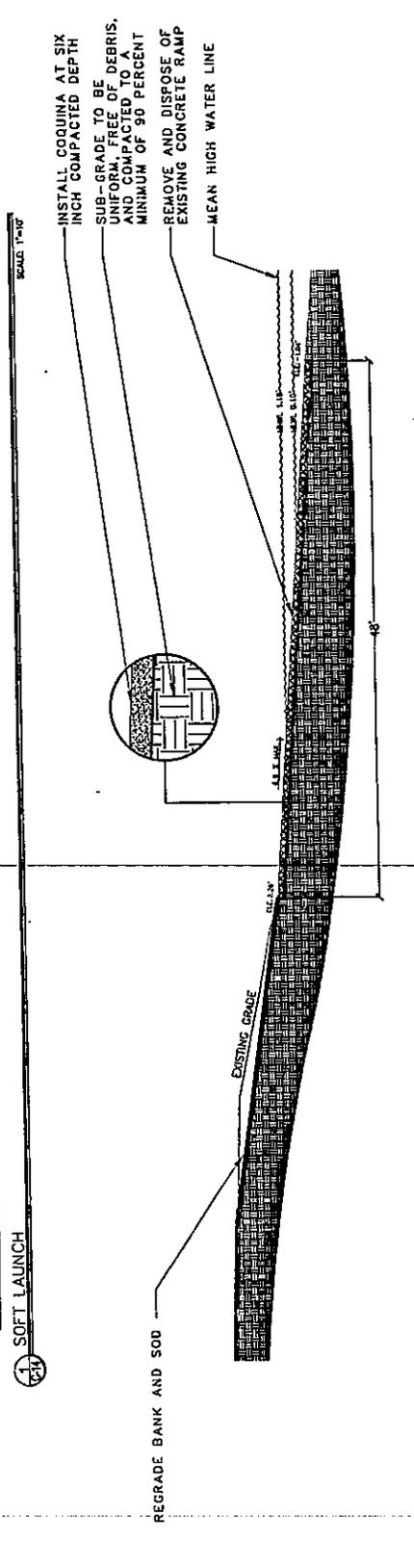
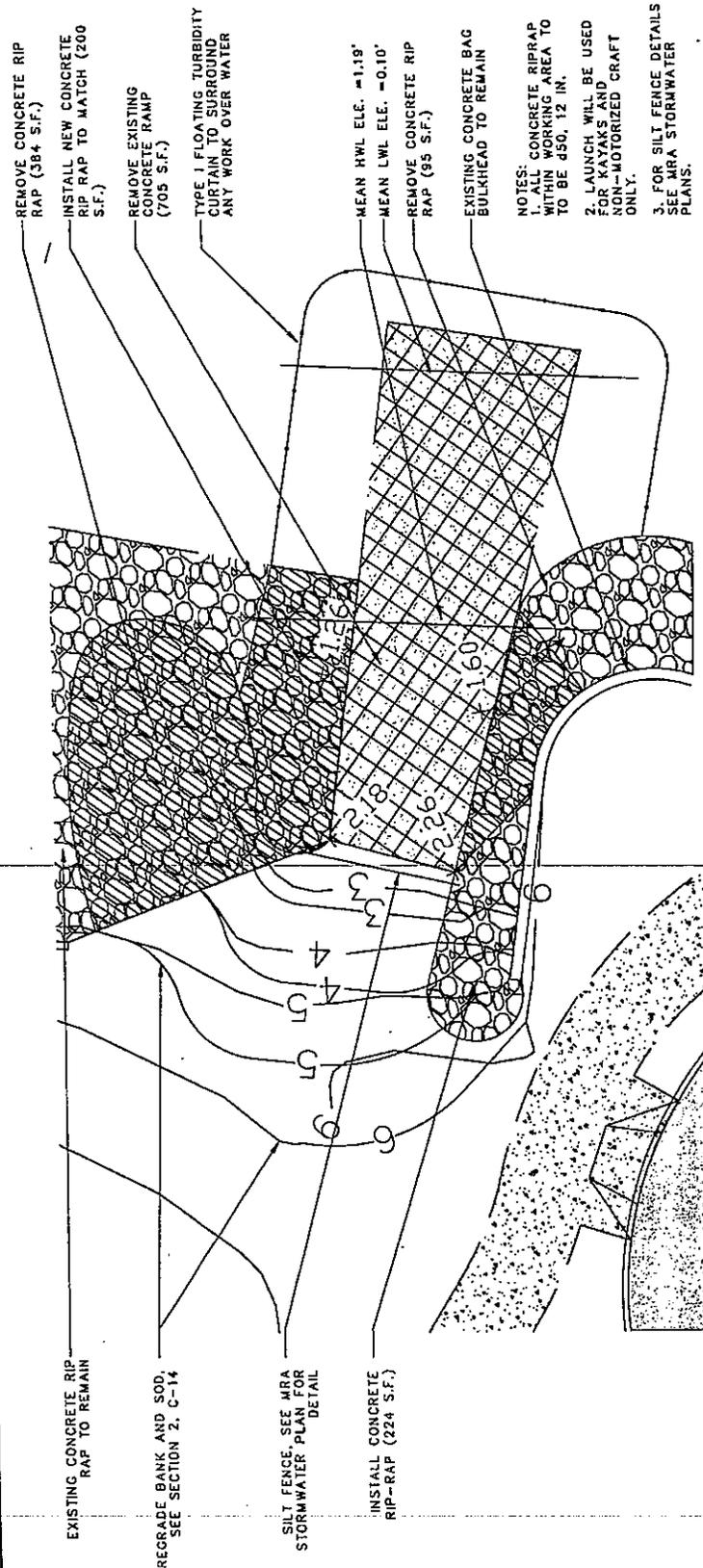


**CITY OF PALATKA**  
 201 North Second Street  
 Palatka, FL 32177  
 PHONE: 352/3281999  
 FAX: 352/3281998

**Elwin C. Boynton, Jr., P.E.**  
 LICENSE NO. 12345  
 PROJECT NO. 12345  
 SHEET NO. 12345

**SOFT LAUNCH DETAIL & SECTION**  
 Downtown Commercial Area Redevelopment Plan  
 City of Palatka, FL

**C-12**



SCALE 1"=4'

SCALE 1"=5'

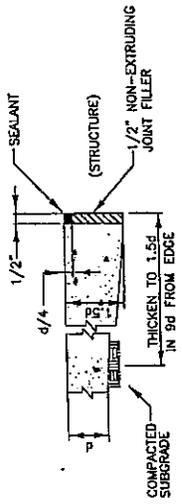


**CITY OF PALATKA**  
 201 NORTH SULLY STREET  
 PALATKA, FLORIDA 32177  
 PHONE: 352-329-1100  
 FAX: 352-329-1100

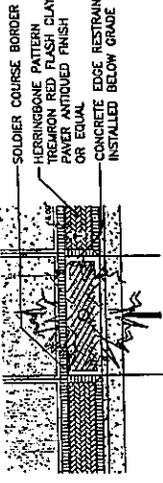
**FRANK J. BOYFORD, Jr., P.E.**  
 Professional Engineer  
 License No. 12000  
 State of Florida  
 Date: 10/1/01  
 Drawn by: [Signature]  
 Checked by: [Signature]

**DETAILS & TYPICAL SECTIONS**  
 Downtown Commercial Area Redevelopment Plan  
 City of Palatka, FL

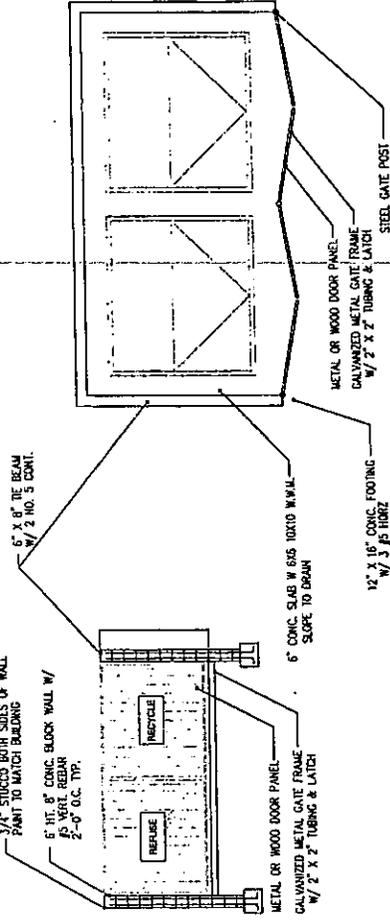
**C-13**



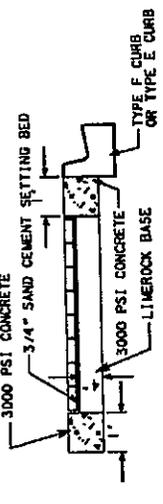
**1** TYPICAL EXPANSION JOINT ABUTTING STRUCTURE



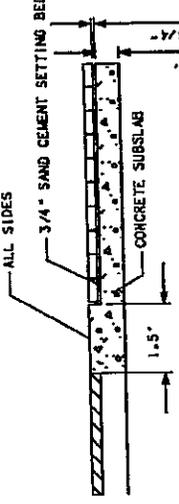
**8** BRICK WALK/ FURNISHING ZONE



**21** DUMPSTER SCREEN



**22** BRICK PAVERS WALKS



**23** BRICK PAVERS CROSSWALKS

**Paver Materials**

1. Non-stump & noo psi concrete compacted under high pressure and high frequency vibration.
2. Fade-resistant color pigments.
3. Water absorption maximum 5%, meeting ASTM C936

**Sand Cement**

1. Portland Cement: ASTM C150, Type 1
2. Sand: ASTM C144, coarse, clean, screened and free of deleterious material.
3. Mortar: Portable and not detrimental to mortar.

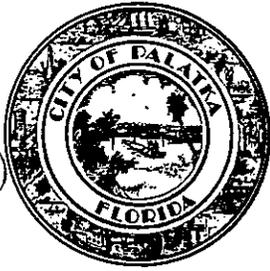
**Submittal Requirements**

1. Product Data: Provide Data on characteristics of paver unit, curb and border, special shapes, dimensions, setting and curing materials.
2. Shop Drawings: Indicate on shop drawings, layout of pavers, special details, layout of curbs and borders, dimensions of pavers, curb and border, jointing, elevations, and affected adjacent construction and/or elements.

# *Agenda Items*

9 Thru 27

**Planning Board  
Case No. 11-15**



# City of Palatka

Building & Zoning

201 N. 2nd Street

Palatka, Florida 32177

386-329-0103 • Fax 386-329-0172



## MEMORANDUM

**TO:** Mayor and City Commissioners

**FROM:** Thad Crowe, AICP, Planning Director

**DATE:** July 7, 2011

**RE:** Agenda Items and Backup – Planning Board Case No. 11-15

While there are many planning-related agenda items for this meeting, it should be noted that most of these are “housekeeping”/corrective Future Land Use amendments and rezoning (see table below). There is a single staff report for Agenda Issues 9 through 27, located under the heading “Planning Board Case No. 11-15,” which follows this memorandum. Maps for the corrective applications are found in each agenda item, under the respective Ordinance. Other Building and Zoning agenda items have separate staff reports.

**Table 1: School District-related corrective Future Land Use amendments**

Site	Address	Allowable Uses	Existing Use	FLUM	Proposed FLUM
Beasley Middle School & Ballfield	1110 S. 18 <sup>th</sup> St. & NW Corner of Moseley Ave. & Kate St.	water plants, ponds, etc.	School	OPF	PB
Jenkins Middle School	1100 N. 19 <sup>th</sup> St. (School)	water plants, ponds, etc.	School	OPF	PB
Jenkins Middle School	1900 Napoleon St. (Gym)	Multi-family	School	RH	PB
James A Long Elementary School	1400 Old Jacksonville Rd.	water plants, ponds, etc.	School	OPF	PB
School District Bus Garage	1207 Washington St.	Multi-family	School Bus Garage	RM	PB
Kelley Smith Elementary School	141 Kelley Smith School Rd.	Single-family	School	RL	PB
Mellon Elementary School	301 Mellon Rd.	water plants, ponds, etc.	School	OPF	PB
Moseley Elementary School	1100 Husson Ave.	Multi-family	School	RH	PB
Palatka High School	302 Mellon Rd.	water plants, ponds, etc.	School	OPF	PB

**Table 2: Public Properties corrective Future Land Use amendments and/or rezoning:**

Site	Address	Allowable Uses	Existing Use	FLUM	Proposed FLUM	Zoning	Proposed Zoning
Airport	Reid St./Moody Rd.	water plants, ponds, etc.	Public Airport	OPF	PB	M-1	AP-1/AP-2
ARC of Putnam County	1215 Westover Dr.	Multi-family	Institutional	RH	PB	C-1	PB-1
City Lift Station	1216 Cleveland Ave.	Single-family	City facility	RL	OPF	No change	
Oak Hill Cemetery East	2900 Crill Ave.	water plants, ponds, etc.	Cemetery	OPF	PB	R-3	PB-1
Oak Hill West Cemetery	712 S. Palm Ave.	water plants, ponds, etc.	Cemetery	OPF	PB	C-1	PB-1
Senior Center	1215 Westover Dr.	Multi-family	Community Center	RH	PB	R-3	PB-1
Sheriff's Office & Jail	130 Orié Griffin Blvd.	water plants, ponds, etc.	Gov't office	OPF	PB	C-2	PB-2
St. Johns River State College	5001 St. Johns Ave.	water plants, ponds, etc.	College	OPF	PB	R-3	PB-1
Westview Cemetery	317 Osceola St.	Multi-family	Cemetery	RH	PB	R-3	PB-1

**Table 3: Private Properties corrective Future Land Use amendments and/or rezoning:**

Site	Address	Allowable Uses	Existing Use	FLUM	Proposed FLUM	Zoning	Proposed Zoning
	310 S. Palm Ave.	water plants, ponds, etc.	Retail/office	OPF	COM	(By applicant)	

**Case 11-15**  
**Request to Amend FLUM & Rezone**  
**(Corrective Actions, Multiple Locations)**  
Applicant: Building & Zoning Dept.

## **STAFF REPORT**

**DATE:** July 7, 2011  
**TO:** Mayor and City Commissioners  
**FROM:** Thad Crowe, AICP, Planning Director

### **APPLICATION REQUEST**

Request to consider amendments to the Comprehensive Plan Future Land Use Map (FLUM) and/or the Official Zoning Map, for certain properties throughout the City, as an administrative measure, and make recommendation to the City Commission to correct discrepancies as described below. Required public notice for rezonings included legal advertisement, property posting, and letters to nearby property owners (within 150 feet). Required public notice for FLUM amendments was legal advertisement. Planning Board recommended approval unanimously at their June 7, 2011 meeting.

### **APPLICATION BACKGROUND**

Staff recently reviewed the FLUM to determine clear inconsistencies between FLUM designation and actual use. This was not intended to be a detailed analysis, but a "low hanging fruit" exercise. The Comprehensive Plan is the guiding document for land use within the City, which means that existing land uses that are not allowed in their land use category effectively become nonconforming uses. This could prevent buildings and other improvements on such properties from being substantially maintained and being rebuilt in the event of destruction.

---

~~There are three categories of proposed amendments as shown in tables on the next two pages:~~  
School District properties, other public properties, and private properties. Most private properties are established residential or commercial uses that have been assigned FLUM categories that are intended for publicly-owned properties, with two exceptions: the first being a single-family section of the Rolling Hills subdivision that has a higher-density land use and an undeveloped parcel on N. Hwy. 19 that is within a commercially zoned corridor.

Also please note that Staff has changed the recommended FLUM for two of the properties upon further review. One is the City lift station at 1215 Cleveland Ave, which should go to OPF, not PBG; and the other is the Water Plant, which is currently in an appropriate FLUM (OPF).

Staff also reviewed the zoning designation for properties recommended for FLUM changes to determine if accompanying zoning changes were required. The only zoning changes recommended are for public properties in order to assign a zoning category that fits with the proposed FLUM. The following tables provide information about the properties and there are also accompanying maps.

**Table 1: School District-related corrective Future Land Use amendments**

Site	Address	Allowable Uses	Existing Use	FLUM	Proposed FLUM
Beasley Middle School & Ballfield	1110 S. 18 <sup>th</sup> St. & NW Corner of Moseley Ave. & Kate St.	water plants, ponds, etc.	School	OPF	PB
Jenkins Middle School	1100 N. 19 <sup>th</sup> St. (School)	water plants, ponds, etc.	School	OPF	PB
Jenkins Middle School	1900 Napoleon St. (Gym)	Multi-family	School	RH	PB
James A Long Elementary School	1400 Old Jacksonville Rd.	water plants, ponds, etc.	School	OPF	PB
School District Bus Garage	1207 Washington St.	Multi-family	School Bus Garage	RM	PB
Kelley Smith Elementary School	141 Kelley Smith School Rd.	Single-family	School	RL	PB
Mellon Elementary School	301 Mellon Rd.	water plants, ponds, etc.	School	OPF	PB
Moseley Elementary School	1100 Husson Ave.	Multi-family	School	RH	PB
Palatka High School	302 Mellon Rd.	water plants, ponds, etc.	School	OPF	PB

**Table 2: Public Properties corrective Future Land Use amendments and/or rezoning:**

Site	Address	Allowable Uses	Existing Use	FLUM	Proposed FLUM	Zoning	Proposed Zoning
Airport	Reid St./Moody Rd.	water plants, ponds, etc.	Public Airport	OPF	PB	M-1	AP-1/AP-2
ARC of Putnam County	1215 Westover Dr.	Multi-family	Institutional	RH	PB	C-1	PB-1
City Lift Station	1216 Cleveland Ave.	Single-family	City facility	RL	OPF	No change	
Oak Hill Cemetery East	2900 Crill Ave.	water plants, ponds, etc.	Cemetery	OPF	PB	R-3	PB-1
Oak Hill West Cemetery	712 S. Palm Ave.	water plants, ponds, etc.	Cemetery	OPF	PB	C-1	PB-1
Senior Center	1215 Westover Dr.	Multi-family	Community Center	RH	PB	R-3	PB-1
Sheriff's Office & Jail	130 Orié Griffin Blvd.	water plants, ponds, etc.	Gov't office	OPF	PB	C-2	PB-2
St. Johns River State College	5001 St. Johns Ave.	water plants, ponds, etc.	College	OPF	PB	R-3	PB-1
Westview Cemetery	317 Osceola St.	Multi-family	Cemetery	RH	PB	R-3	PB-1

**Table 3: Private Properties corrective Future Land Use amendments and/or rezoning:**

Site	Address	Allowable Uses	Existing Use	FLUM	Proposed FLUM	Zoning	Proposed Zoning
310 S. Palm Ave.		water plants, ponds, etc.	Retail/office	OPF	COM	(By applicant)	

## **PROJECT ANALYSIS**

### **Future Land Use Analysis**

Florida House Bill 7129, recently signed by the Governor, amended criteria within Florida Statutes Chapter 163-31878 for consideration of comprehensive plan amendments, shown in italics below (staff response follows each criterion, and comprehensive plan extracts are underlined).

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

The intent of this amendment is to assign appropriate FLUM categories to developed and established public and private properties. The application does not conflict with plan elements.

*Provide analysis of the availability of facilities and services.*

All properties are within city limits and are served by urban services including water, sewer, police, fire, etc.

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

All properties are either established uses are in areas that are primarily developed and are therefore suitable for amendment for a more appropriate land use designation.

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

Not applicable, as this is to be determined at the next revision of the Comprehensive Plan.

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

- *Low-intensity, low-density, or single-use development or uses.*

The properties proposed for FLUM amendments are developed or are within established areas and do not represent urban sprawl.

- *Development in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.*

The multiple properties are not located within a rural area.

- *Radial, strip, isolated, or ribbon development patterns.*

The properties are either developed or are within established areas and do not represent strip development patterns.

- *Development that fails to adequately protect and conserve natural resources and agricultural activities.*

Not applicable since these properties are already developed.

- *Development that fails to maximize use of existing and future public facilities and services.*  
These developed properties are well-situated to utilize public facilities and services.

- *Development patterns or timing that will require disproportional increases in cost of time, money and energy in providing facilities and services.*  
Given their location with an urban service area, these properties will continue to be efficiently served.

- *Development that fails to provide a clear separation between rural and urban uses.*  
These properties are within an urban area.

- *Development that discourages or inhibits infill development and redevelopment.*  
Not applicable as these properties are within a developed urban area.

- *Development that fails to encourage a functional mix of uses.*  
Not applicable as these properties are developed and established uses.

- *Development that results in poor accessibility among linked or related land uses.*  
Not applicable.

#### **Rezoning Analysis**

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

---

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

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

As previously noted, the zoning changes are in keeping with the Comprehensive Plan, and does not conflict with other plan elements.

*b. The existing land use pattern.*

The proposed zoning changes (and FLUM amendments) are intended to recognize and legitimize the existing land use pattern.

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

The zoning changes do not result in isolated districts and are proposed with consideration of existing uses, surrounding uses, and zoning classifications.

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

Not applicable as there are no proposed changes to a residential FLUM or zoning category.

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

See response to c. above.

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

Conditions have not changed and these actions are intended as corrective measures.

g. *Whether the proposed change will adversely influence living conditions in the neighborhood.*  
These changes will decrease nonconformities for established uses and will not adversely influence living conditions.

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

Not applicable as these are existing uses.

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

Not applicable as these are existing uses.

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

Not applicable as these are existing uses.

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

See response to g. above.

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

Not eliminating FLUM and zoning nonconformities would in fact be a deterrent to improvement of areas around these properties.

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

Creating FLUM and zoning conformity for established or developed properties is not a grant of special privilege.

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

These corrective measures will ensure that the existing FLUM and/or zoning categories will be in keeping with the actual use of the properties.

*o. Whether the change suggested is out of scale with the needs of the neighborhood or the city.*  
See response to g. above.

*p. Whether it is impossible to find other adequate sites in the city for the proposed use in districts already permitting such use.*  
Not applicable as these are existing uses.

*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.*  
Not applicable.

**STAFF RECOMMENDATION**

As demonstrated in this report, this application meets applicable future land use amendment and rezoning criteria. Staff recommends approval of Case 11-15: corrective amendment of future land use map category and rezoning for multiple properties is shown in Tables 1, 2, and 3.

# Agenda Item

9 a and b

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 11, TOWNSHIP 10 SOUTH, RANGE 26 EAST (LESS THAN 10 ACRES IN SIZE) IDENTIFIED AS 310 S. PALM AVENUE, FROM OPC (OTHER PUBLIC FACILITIES) TO COM (COMMERCIAL); 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(1)(b), Florida Statutes, as amended, provides that a local government may amend its adopted comprehensive plan to change the land uses of up to 120 acres by small scale amendments annually, and

WHEREAS, Section 163.3187(2), Florida Statutes, as amended, provides that small scale development amendments require only one public hearing before the governing board, which shall be an adoption hearing, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Small Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

TABLE 1  
ADOPTED SMALL SCALE AMENDMENT

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Future</u> <u>Land Use</u>	<u>Amended</u> <u>Land Use</u>	<u>Future</u> <u>Land Use</u>
42-10-27-6850-2220-0010	.86	Residential, Medium Density	Public Buildings and Grounds	

DESCRIPTION OF PROPERTY:

OVERALL PARCEL IS PALATKA KENNERLYS ADDITION MB3 P161 ALL OF BLKS 222 223 (EX RR RIGHT OF WAY) ALSO THAT PT OF CLOSED EAGLE ST OR1158 P1789 (MAINTAINANCE FOOD SERVICE WASHINGTON ST) - PORTION OF PROPERTY PROPOSED FOR REZONING IS APPROXIMATELY 150 TO 300 FEET BACK FROM PALM AVE RIGHT-OF-WAY

Section 3. 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 4. 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 5. 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 14<sup>th</sup> day of July, 2011.

CITY OF PALATKA

By: \_\_\_\_\_  
Its Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

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

ORDINANCE NO. 11 -

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 11, TOWNSHIP 10 SOUTH, RANGE 26 EAST, IDENTIFIED AS 310 S. PALM AVENUE, FROM R-1A (SINGLE-FAMILY RESIDENTIAL) TO C-1 (GENERAL COMMERCIAL); PROVIDING FOR SEVERABILITY 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, Nancy M. Raby, 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 Board of the City of Palatka on June 7, 2011, and two public hearings before the City Commission of the City of Palatka on July 14, 2011, and August 25, 2011, 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 R-1A (Single-Family Residential) to C-1 (General Commercial).

**DESCRIPTION OF PROPERTY:**

OVERALL PARCEL IS PALATKA KENNERLYS ADDITION MB3 P161 ALL OF BLKS 222 223 (EX RR RIGHT OF WAY) ALSO THAT PT OF CLOSED EAGLE ST OR1158 P1789 (MAINTAINANCE FOOD SERVICE WASHINGTON ST) - PORTION OF PROPERTY PROPOSED FOR REZONING IS APPROXIMATELY 150 TO 300 FEET BACK FROM PALM AVE RIGHT-OF-WAY

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 25<sup>th</sup> day of August, 2011.

CITY OF PALATKA

BY: \_\_\_\_\_  
Its MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

**Case 11-09**  
**Request to Rezone from R-1A to C-1**  
**310 S. Palm Ave.**  
**Applicant: Nancy M. Raby**

**STAFF REPORT**

**DATE:** July 7, 2011

**TO:** Mayor and City Commission

**FROM:** Thad Crowe, AICP, Planning Director

**APPLICATION REQUEST**

To rezone portion of property from R-1A (Residential Single-Family) to C-1 (General Commercial). Required public notice included legal advertisement, property posting, and letters to nearby property owners (within 150 feet). Planning Board recommended approval unanimously at June 7, 2011 meeting.

**APPLICATION BACKGROUND**

This application is a corrective action intended to convert split commercial-residential zoning on a property to a single commercial zoning. A companion comprehensive plan map (future land use map/FLUM) amendment is included in this agenda as part of a series of administratively-initiated corrective amendments.

310 S. Palm Avenue is an approximately 3.9 acre parcel located at the northwest corner of Palm and Kennedy Street, located in the "central" part of the City. Palm Avenue is a key four-lane, north-south collector road running from Reid Street south to Silver Lake Drive. The corridor is a patchwork of City-County jurisdiction with the majority of City properties being nonresidential uses, a hallmark of City annexation policy. The corridor includes a mix of uses in the portion (generally) within the City limits north of Crill Avenue, including office, retail, churches, residential uses, a cemetery, and a large nursing home. The table below site and surrounding property use classifications (see also attached maps).

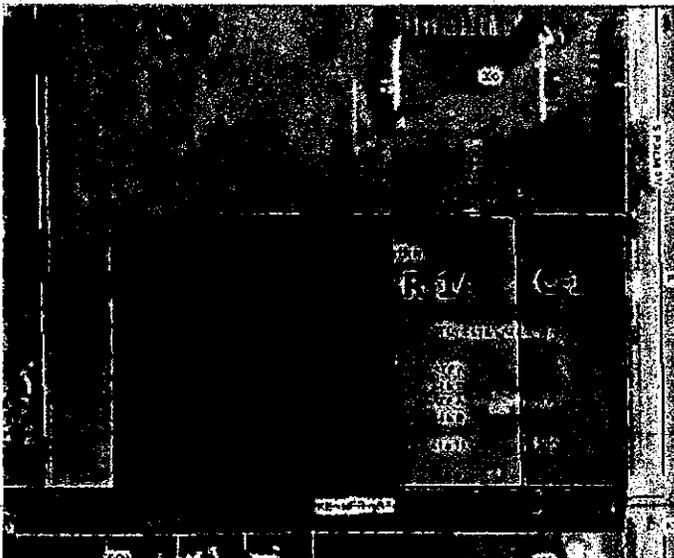
*Table 1: Use Classifications*

Property	FLUM	Zoning	Existing Use
Site	OPF (Other Public Facilities)	C-1 (General Commercial) R-1A (Single-Family Resid.) R-3 (Multi-Family Resid.)	retail/office complex
Property to North	OPF (Other Public Facilities)	C-2 (Intensive Commercial)	credit union
Property to South	County US (Urban Services)	County C-1 (Commercial, General, Light)	church single-family residence
Property to West	OPF (Other Public Facilities) County US (Urban Services)	C-2 (Intensive Commercial)	undeveloped (owned by credit union)
Property to East	RL (Residential Low Density) COM (Commercial)	R-1A (Single-Family Resid.) County R-1A (Single Family) C-1 (General Commercial)	church

The property (see photo below) is partially developed, with an approximately 18,000 SF retail/office complex on the front half. Current tenants include a medical office, skin surgery center, builder's office, drugstore and lab, and law office.



Figure 1: Site from southeast



As indicated in the Table 1 and Figure 3, the property has three zoning classifications. The front third of the property facing Palm Ave. and including approximately the front half of the existing complex is in C-1 (General Commercial), the approximate rear half of the complex is in R-1A (Single-Family Residential), and the approximate rear (undeveloped) half of the property is in R-3 (Multi-Family Residential). The effect of the split zoning makes the rear part of the complex nonconforming in terms of use – the building cannot be substantially improved and if destroyed, can only be rebuilt for residential purposes.

Figure 3: Split Zoning on Site

### **PROJECT ANALYSIS**

Per Section 94-38 of the Zoning Code, the following criteria must be considered for rezonings, which are shown in *italics* (staff response follows each criterion, and comprehensive plan extracts are underlined).

- 1) *When pertaining to the rezoning of land, the report and recommendations of the planning board to the city commission required by subsection (e) of this section shall show that the planning board has studied and considered the proposed change in relation to the following, where applicable:*
  - a. *Whether the proposed change is in conformity with the comprehensive plan.*

The application is in keeping with the following policy of the comprehensive plan and does not conflict with other plan elements.

**Future Land Use Element Objective A.1.11 187201(15)(b)1, 2, 3**

The City shall protect private property rights and recognize the existence of private interest in land use.

The existing commercial use is a legitimate business enterprise that essentially conforms to the Comprehensive Plan and Zoning Code, as such the City should legitimize this use.

*b. The existing land use pattern.*

S. Palm Avenue includes a mix of uses ranging in intensity from single-family residences to retail commercial uses. This four-lane roadway provides higher levels of traffic, accessibility, and visibility which help to sustain commercial enterprises such as 310 S. Palm.

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

The amendment will not create an isolated district. There is existing commercial zoning to the north, east, and south.

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

Not applicable as the zoning is nonresidential.

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

The current zoning boundaries are in fact illogical. Providing unified commercial zoning for this commercial site will provide logical boundaries.

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

Not applicable.

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

The change will not adversely affect living conditions, since the commercial use already exists.

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

This change will not increase traffic congestion or impact public safety as it applies to an existing use.

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

Not applicable.

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

Not applicable.

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

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

In fact not changing the zoning could negatively affect adjacent properties and property values since a portion of the complex cannot be substantially improved and could thus present a negative appearance.

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

Providing a unified zoning designation to a property is not a grant of special privilege.

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

A commercial building like this could not easily be used for residential purposes.

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

Not applicable due to existing use.

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

Not applicable due to existing use.

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

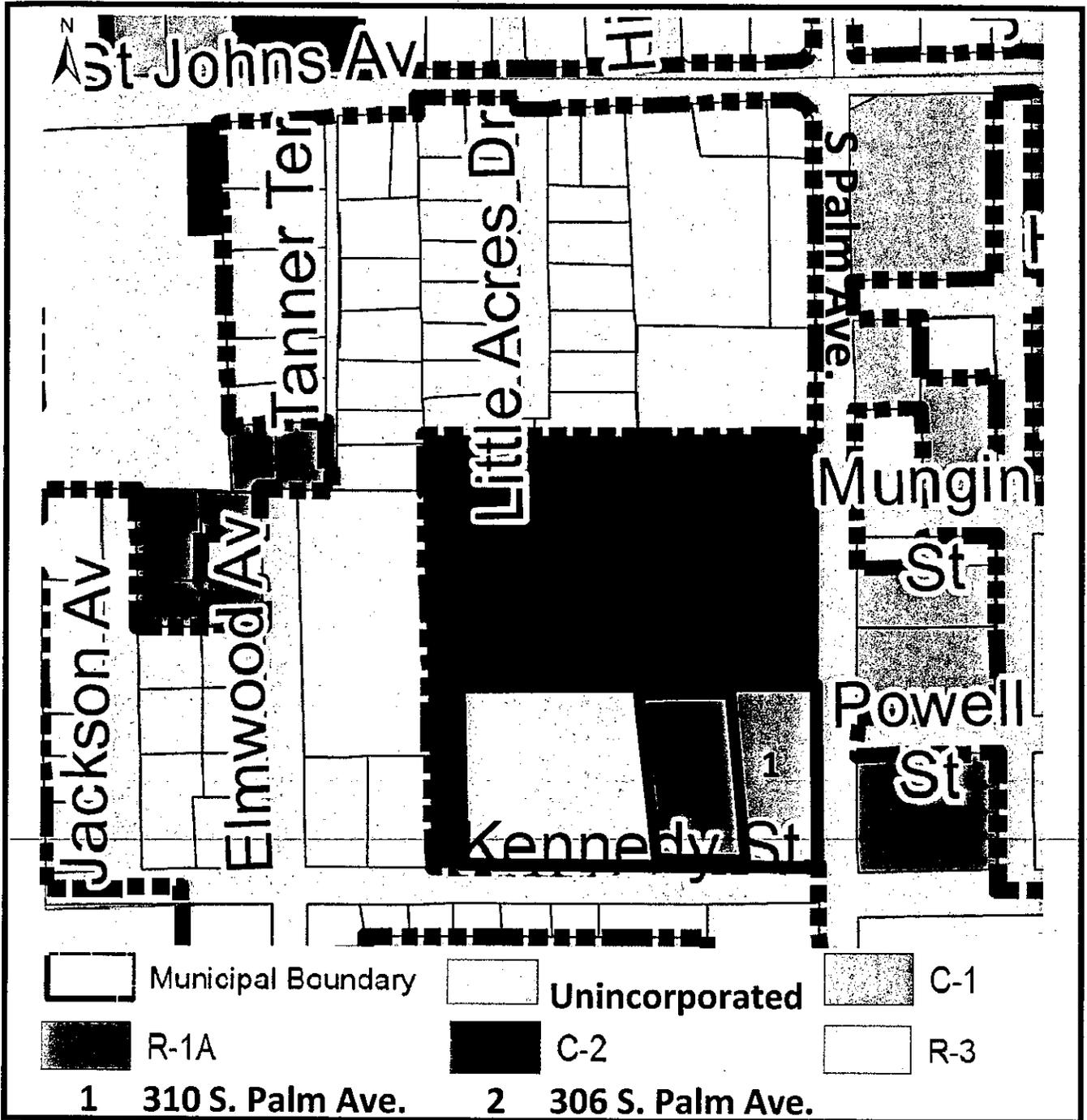
Not applicable.

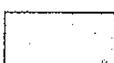
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#### **STAFF RECOMMENDATION**

As demonstrated in this report, this application meets applicable rezoning criteria. Staff recommends approval of Case 11-09, rezoning of 310 S. Palm Ave. from R-1A to C-1.

310 S. Palm Ave. and 306 S. Palm Ave.

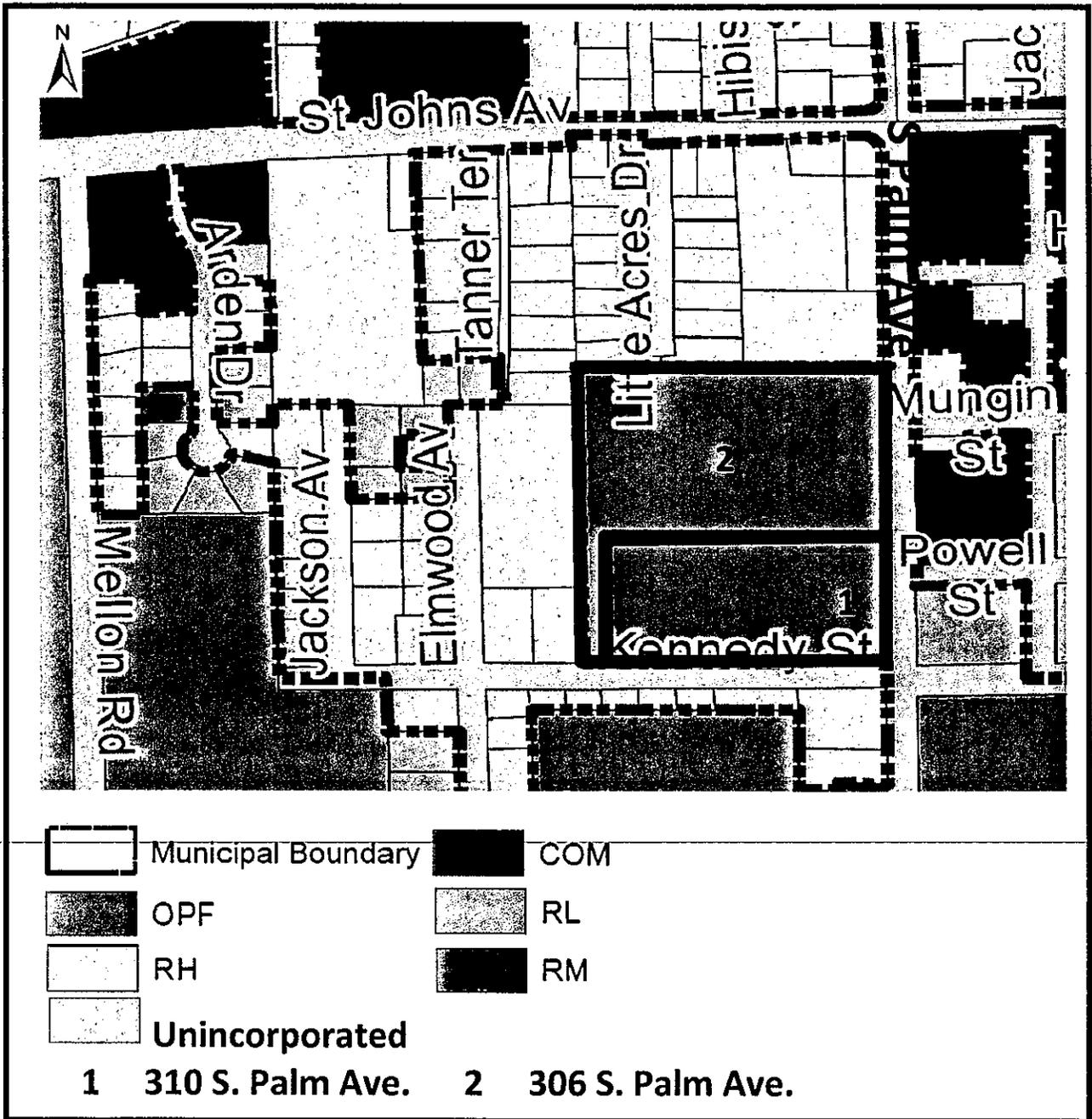


-  Municipal Boundary
-  Unincorporated
-  C-1
-  R-1A
-  C-2
-  R-3

**1 310 S. Palm Ave.      2 306 S. Palm Ave.**

No.	Site(s)	Current Zoning	Proposed Zoning
1	310 S. Palm Ave.	R-1A	C-1

310 S. Palm Ave. and 306 S. Palm Ave.



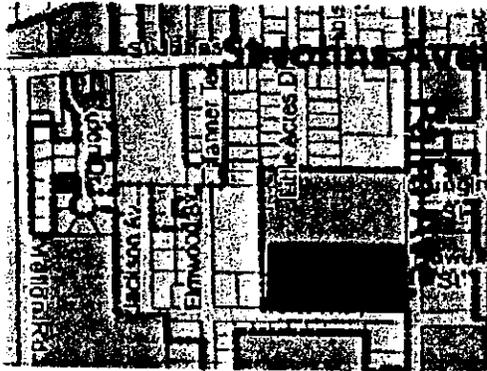
No.	Site(s)	Current FLUM	Proposed FLUM
1	310 S. Palm Ave.	OPF	COM
2	First Coast Community Credit Union 306 S. Palm Ave.	OPF	COM

## LEGAL NOTICE

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 11, TOWNSHIP 10 SOUTH, RANGE 26 EAST (LESS THAN 20 ACRES IN SIZE) IDENTIFIED AS 310 S. PALM AVENUE, FROM OPC (OTHER PUBLIC FACILITIES) TO COM (COMMERCIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Nancy M. Raby Living Trust) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED A PORTION OF A CERTAIN PROPERTY IN SECTION 11, TOWNSHIP 10 SOUTH, RANGE 26 EAST, IDENTIFIED AS 310 S. PALM AVENUE, FROM R-1A (RESIDENTIAL, SINGLE-FAMILY) TO C-1 (GENERAL COMMERCIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Nancy M. Raby Living Trust) at its next regular meetings to be held at 6:00 p.m. on the 14th day of July, 2011 and on the 25th day of August, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.  
/s/ BETSY J. DRIGGERS  
CITY CLERK



*Agenda  
Item*

**10**

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE) IDENTIFIED AS PARCEL NUMBERS 12-10-26-1120-0000-0010 AND 12-10-26-1070-0040-0000 FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Beasley Middle School & Ball field)

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

WHEREAS, Section 163.3187(1)(b), Florida Statutes, as amended, provides that a local government may amend its adopted comprehensive plan to change the land uses of up to 120 acres by small scale amendments annually, and

WHEREAS, Section 163.3187(2), Florida Statutes, as amended, provides that small scale development amendments require only one public hearing before the governing board, which shall be an adoption hearing, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Small Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

TABLE 1  
ADOPTED SMALL SCALE AMENDMENT

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Land Use</u>	<u>Future Land Use</u>	<u>Amended Land Use</u>	<u>Future Land Use</u>
12-10-26-1120-0000-0010	2.02	Other Facilities	Public Buildings	Public Buildings and Grounds	

DESCRIPTION OF PROPERTY:

42-10-27-6850-1580-0010:  
CALHOUNS S/D MB3 P135 LOTS 1 2 3 4 5 6 7 8 9 10 11 12 (LITTLE LEAGUE FIELD AT BEASLEY MIDDLE SCHOOL) & ADJ CLOSED CENTER & RIDGE ST OR671 P582

Section 3. 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 4. 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 5. 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 14<sup>th</sup> day of July, 2011.

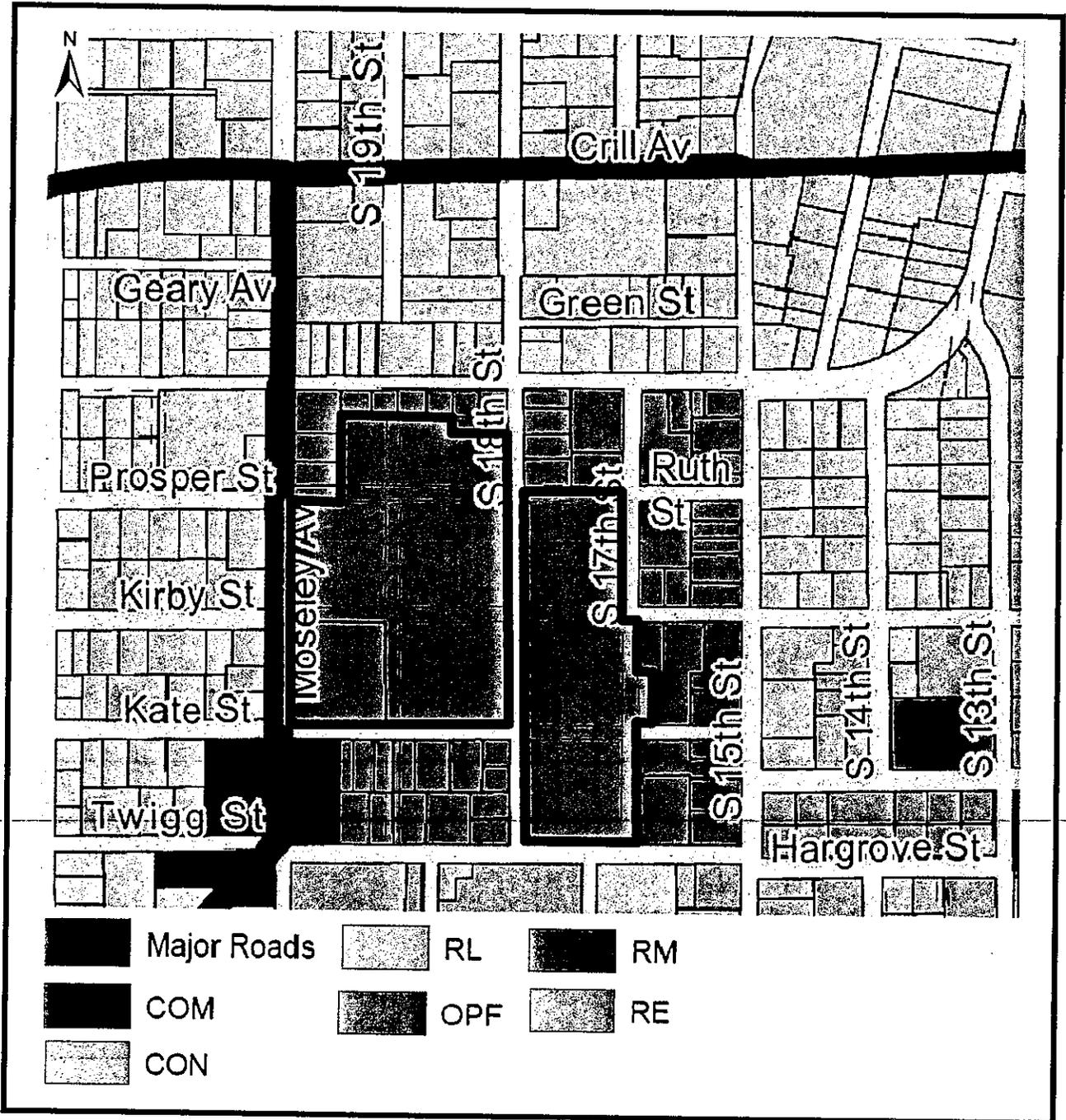
CITY OF PALATKA

By: \_\_\_\_\_  
Its Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

# Beasley Middle School



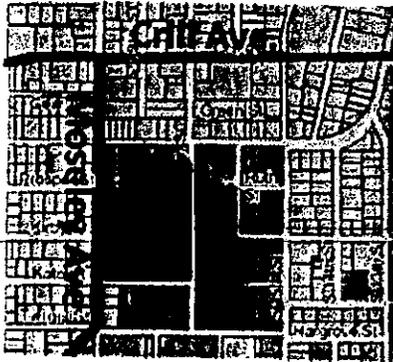
Site(s)	Current FLUM	Proposed FLUM
Beasley Middle School 1110 S. 18 <sup>th</sup> St.	OPF	PB

## LEGAL NOTICE

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO TWO PARCELS OF LAND (LESS THAN 20 ACRES IN SIZE) IDENTIFIED AS PARCEL NUMBERS 12-10-26-1120-0000-0010 AND 12-10-26-1070-0040-0000 FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Beasley Middle School & Ball field) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK



# Agenda Item

11

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE) IDENTIFIED AS 1900 NAPOLEAN STREET FROM RH (RESIDENTIAL, HIGH DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Jenkins School Gym)

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

WHEREAS, Section 163.3187(1)(b), Florida Statutes, as amended, provides that a local government may amend its adopted comprehensive plan to change the land uses of up to 120 acres by small scale amendments annually, and

WHEREAS, Section 163.3187(2), Florida Statutes, as amended, provides that small scale development amendments require only one public hearing before the governing board, which shall be an adoption hearing, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Small Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

TABLE 1  
ADOPTED SMALL SCALE AMENDMENT

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Land Use</u>	<u>Future Land Use</u>
37-10-26-6850-3450-0000	1.87	Residential, High Density	Public Buildings and Grounds

DESCRIPTION OF PROPERTY:

DICKS MAP OF PALATKA MB1 P133 BLK 345 (EX E 100FT) & THAT PT OF GOVT LOT 1 SEC 1-10-26 AS DESCRIBED IN OR204 P673 (JENKINS MIDDLE SCHOOL & NORTH SIDE NEIGHBORHOOD FACILITY) (MAP SHEET 1/37)

Section 3. 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 4. 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 5. 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 14<sup>th</sup> day of July, 2011.

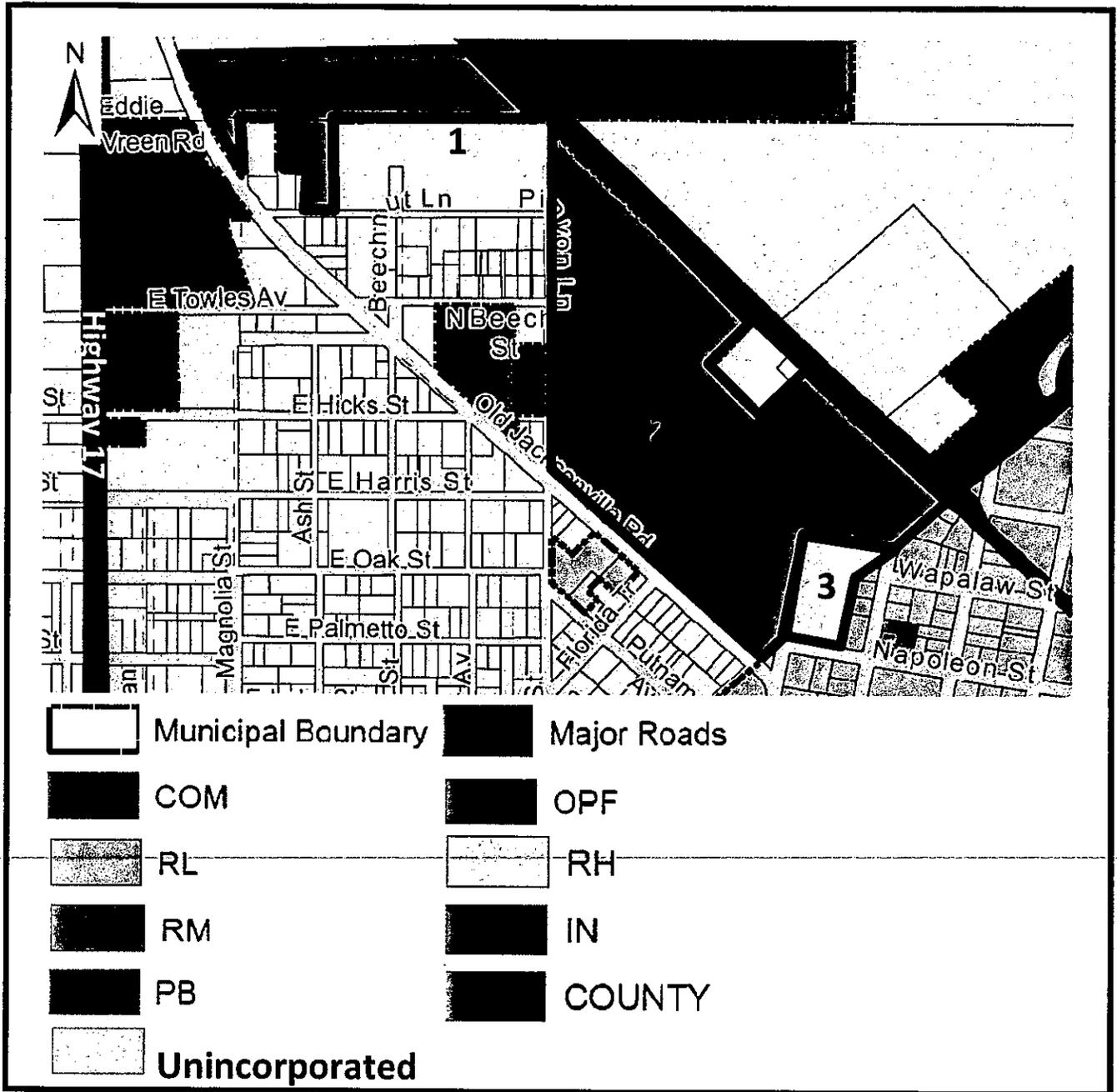
CITY OF PALATKA

By: \_\_\_\_\_  
Its Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

## James A. Long Elem. School & Jenkins Middle School



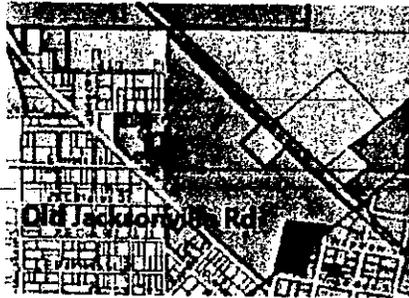
No.	Site(s)	Current FLUM	Proposed FLUM
1	James A. Long Elem. School 1400 Old Jacksonville Rd.	OPF	PB
2	Jenkins Middle School 1100 N 19 <sup>th</sup> St. (School)	OPF	PB
3	Jenkins Middle School 1900 Napoleon St. (gym)	RH	PB

## LEGAL NOTICE

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 20 ACRES IN SIZE) IDENTIFIED AS 1900 NAPOLEAN STREET FROM RH (RESIDENTIAL, HIGH DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Jenkins School Gym) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK



*Agenda  
Item*

*12*

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

**ORDINANCE NO. 11-11**

**AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO THREE PARCELS OF LAND (LESS THAN 10 ACRES IN SIZE) IDENTIFIED AS 1400 OLD JACKSONVILLE ROAD FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (James A. Long Elementary School)**

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

**WHEREAS**, Section 163.3187(1)(b), Florida Statutes, as amended, provides that a local government may amend its adopted comprehensive plan to change the land uses of up to 120 acres by small scale amendments annually, and

**WHEREAS**, Section 163.3187(2), Florida Statutes, as amended, provides that small scale development amendments require only one public hearing before the governing board, which shall be an adoption hearing, and

**WHEREAS**, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

**Section 1. Adopted Small Scale Amendment**

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

**TABLE 1  
ADOPTED SMALL SCALE AMENDMENT**

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current</u>	<u>Future</u>	<u>Amended</u>	<u>Future</u>
		<u>Land Use</u>	<u>Land Use</u>	<u>Land Use</u>	<u>Land Use</u>
37-09-26-0000-0440-0000	7.55	Other Facilities	Public	Public Buildings and Grounds	
01-10-26-3050-0030-0010	.47	Other Facilities	Public	Public Buildings and Grounds	
01-10-26-9250-0000-0010	1.87	Other Facilities	Public	Public Buildings and Grounds	

DESCRIPTION OF PROPERTY:

01-10-26-2320-0010-0000:

J EVENS MB1 P151 ALL OF BLK 1 BLK 2 LOTS 1 + 2 + PT OF LOT 5  
OR46 P224 POR50 P358 & PT OF CLOSED ADJ UNNAMED ST OR48  
P361(JAMES A LONG ELEMENTARY SCHOOL)

01-10-26-3050-0030-0010:

J W GLISSONS S/D MB2 P12 BLK 3 LOTS 1 2 3 E OF RD (PART OF JAMES  
A LONG ELEMENTARY CAMPUS

01-10-26-9250-0000-0010:

WELLS OF JOE EVANS MB1 P175 LOTS 1 2 3 4 5 6 10 11 12 & PT OF  
CLOSED ADJ UNNAMED ST OR48 P361(JAMES A LONG ELEMENTARY SCHOOL)

**Section 3. 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 4. 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 5. 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 14<sup>th</sup> day of July, 2011.

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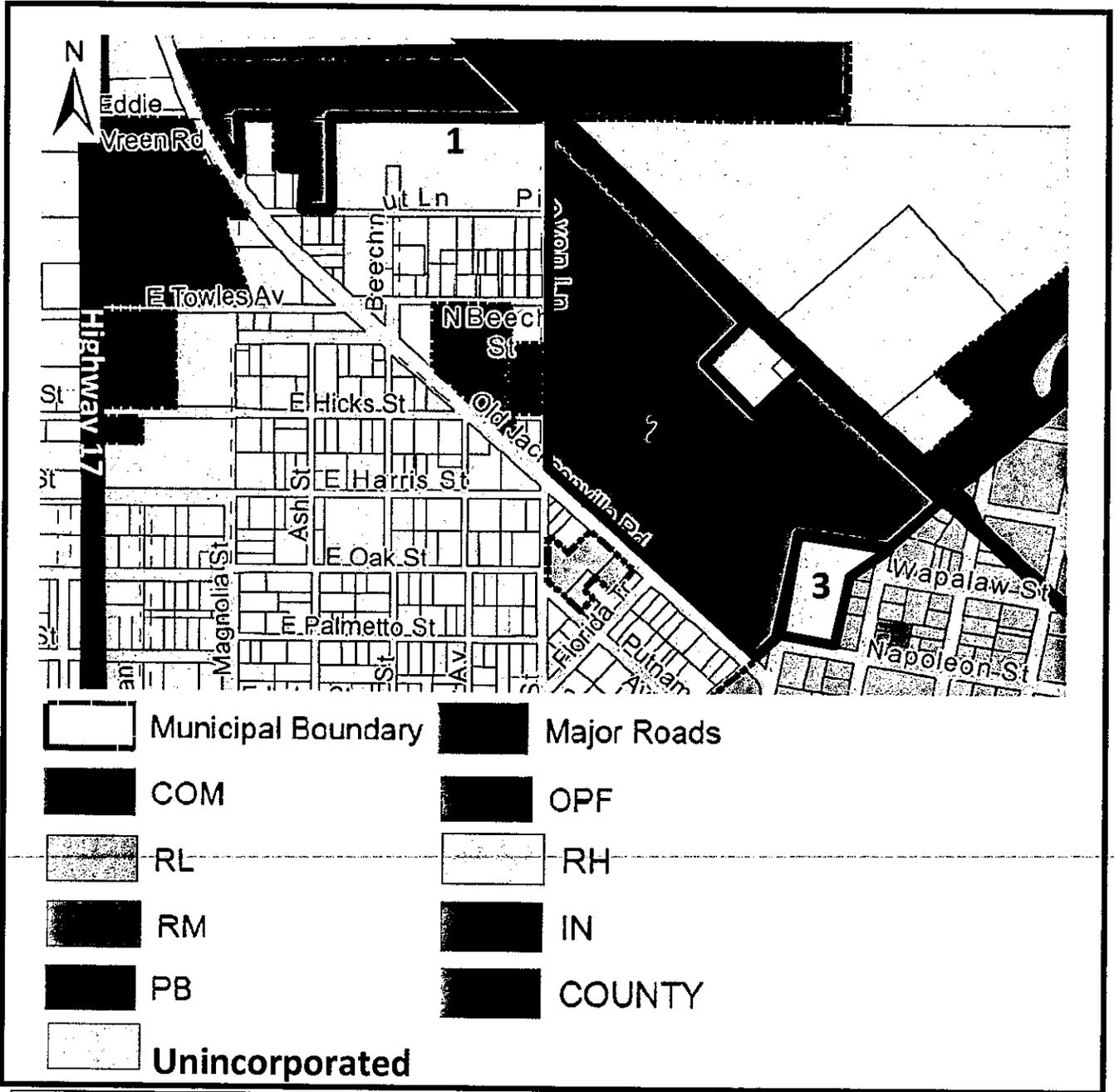
CITY OF PALATKA

By: \_\_\_\_\_  
Its Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

## James A. Long Elem. School & Jenkins Middle School



No.	Site(s)	Current FLUM	Proposed FLUM
1	James A. Long Elem. School 1400 Old Jacksonville Rd.	OPF	PB
2	Jenkins Middle School 1100 N 19 <sup>th</sup> St. (School)	OPF	PB
3	Jenkins Middle School 1900 Napoleon St. (gym)	RH	PB

## LEGAL NOTICE

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 20 ACRES IN SIZE) IDENTIFIED AS 1400 OLD JACKSONVILLE ROAD FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (James A. Long Elementary School) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK



*Agenda  
Item*

**13**

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE) LOCATED IN SECTION 42, TOWNSHIP 10 SOUTH, RANGE 27 EAST, IDENTIFIED AS 1207 WASHINGTON STREET, FROM RM (RESIDENTIAL, MEDIUM DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (School Board Bus Garage)

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

WHEREAS, Section 163.3187(1)(b), Florida Statutes, as amended, provides that a local government may amend its adopted comprehensive plan to change the land uses of up to 120 acres by small scale amendments annually, and

WHEREAS, Section 163.3187(2), Florida Statutes, as amended, provides that small scale development amendments require only one public hearing before the governing board, which shall be an adoption hearing, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Small Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

TABLE 1  
ADOPTED SMALL SCALE AMENDMENT

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Land Use</u>	<u>Future Land Use</u>	<u>Amended Land Use</u>	<u>Future Land Use</u>
42-10-27-6850-2220-0010	4.54	Residential, Medium Density	Public Buildings and Grounds	Public Buildings and Grounds	Public Buildings and Grounds

DESCRIPTION OF PROPERTY:

PALATKA KENNERLYS ADDITION MB3 P161 ALL OF BLKS 222 223 (EX RR RIGHT OF WAY) ALSO THAT PT OF CLOSED EAGLE ST OR1158 P1789 (MAINTAINANCE FOOD SERVICE WASHINGTON ST)

Section 3. 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 4. 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 5. 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 14<sup>th</sup> day of July, 2011.

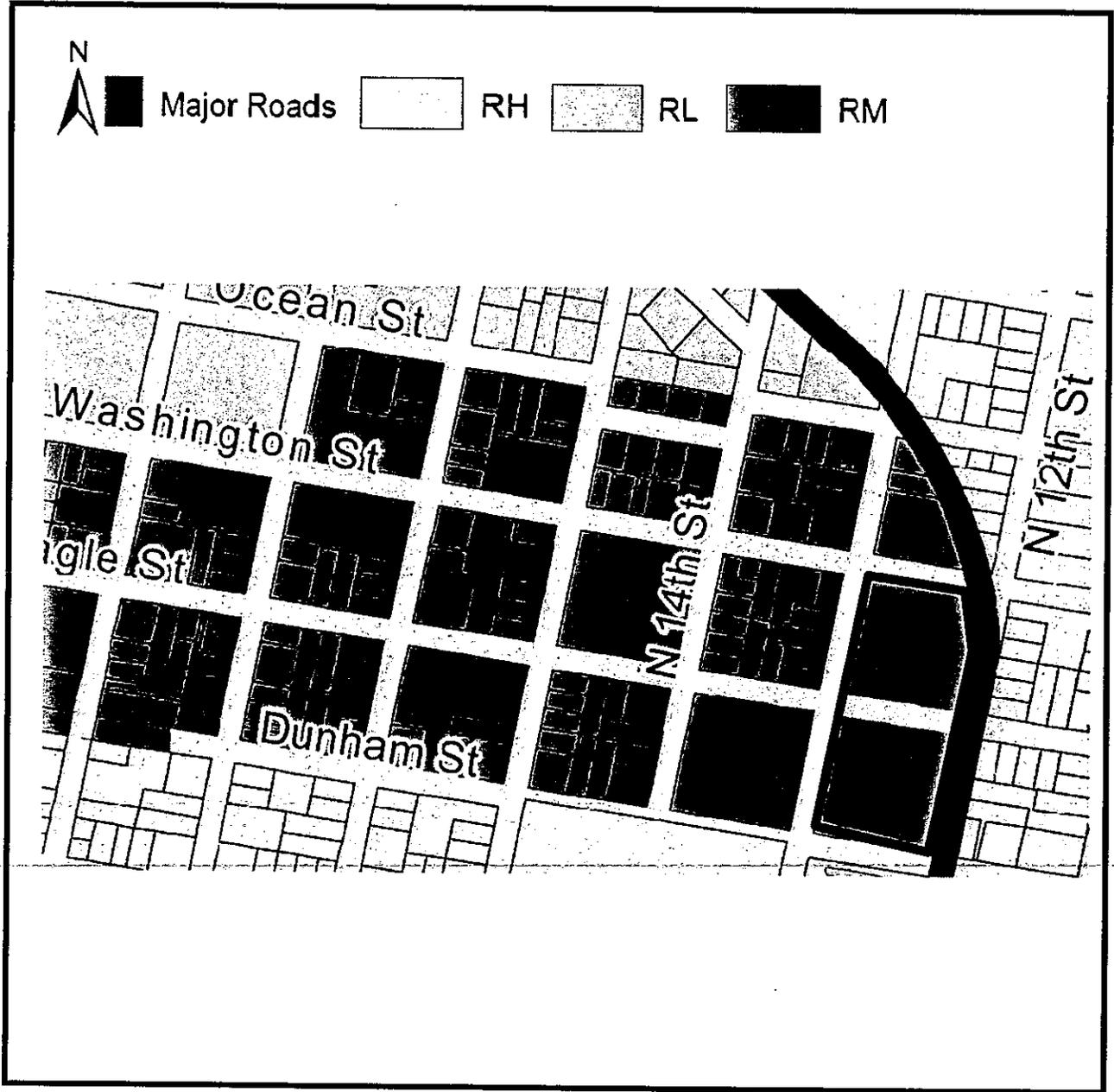
CITY OF PALATKA

By: \_\_\_\_\_  
Its Mayor

ATTEST:

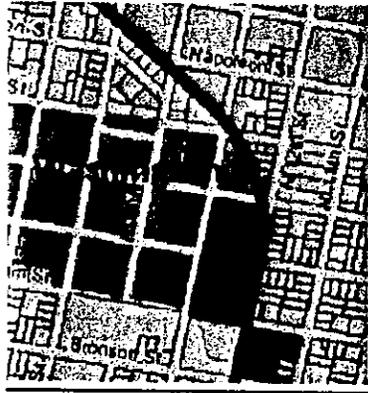
\_\_\_\_\_  
City Clerk

# 1207 Washington St. – School District Bus Garage



Site	Current FLUM	Proposed FLUM
1207 Washington St (School District Bus Garage)	RM	PB

Notice is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE AMENDING THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 20 ACRES IN SIZE) LOCATED IN SECTION 42, TOWNSHIP 10 SOUTH, RANGE 27 EAST, IDENTIFIED AS 1207 WASHINGTON STREET, FROM RM (RESIDENTIAL, MEDIUM DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (School Board Bus Garage) at its next regular meetings to be held at 8:00 p.m. on the 14th day of July, 2011 in, 201 N. 2nd Palatka, Florida. Said proposed ordinance may be inspected by the public during regular hours of business. All interested persons are hereby notified of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.



PLEASE GOVERN  
YOURSELVES ACCORDINGLY.  
/s/ BETSY J. DRIGGERS  
CITY CLERK

✓

# Agenda Item

14 a and b

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE) IDENTIFIED AS 1209 WESTOVER DRIVE FROM RH (RESIDENTIAL, HIGH DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (ARC of Putnam County)

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

WHEREAS, Section 163.3187(1)(b), Florida Statutes, as amended, provides that a local government may amend its adopted comprehensive plan to change the land uses of up to 120 acres by small scale amendments annually, and

WHEREAS, Section 163.3187(2), Florida Statutes, as amended, provides that small scale development amendments require only one public hearing before the governing board, which shall be an adoption hearing, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Small Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

TABLE 1  
ADOPTED SMALL SCALE AMENDMENT

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Land Use</u>	<u>Future Land Use</u>
12-10-26-4030-0030-0020	4.52	Residential, High Density	Amended Land Use Public Buildings and Grounds

DESCRIPTION OF PROPERTY:

HUSSONS ADD TO PALATKA HEIGHTS MB1 P18 BLK 3 N1/2 OF LOTS 2 + 3

Section 3. 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 4. 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 5. 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 14<sup>th</sup> day of July, 2011.

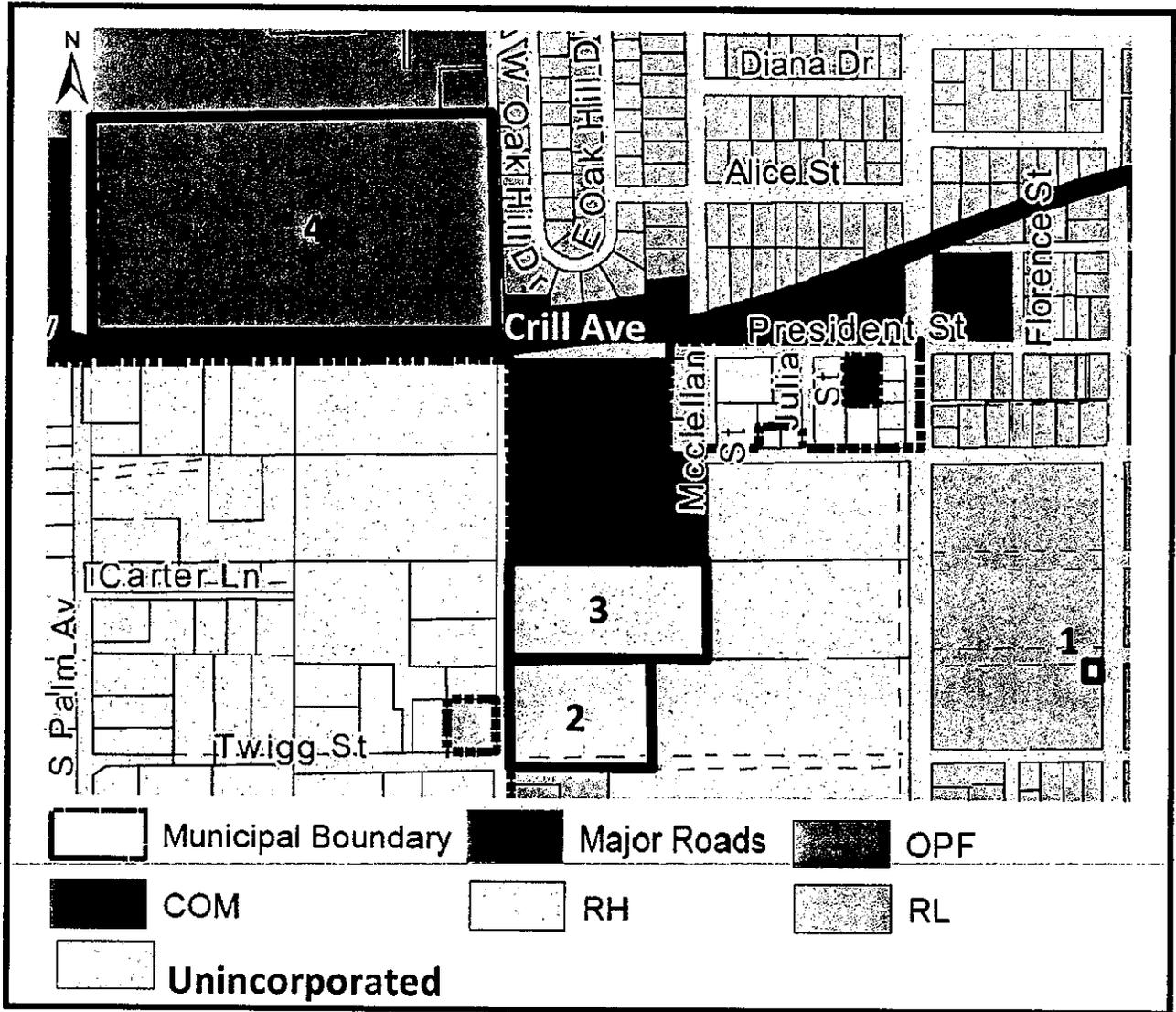
CITY OF PALATKA

By: \_\_\_\_\_  
Its Mayor

ATTEST:

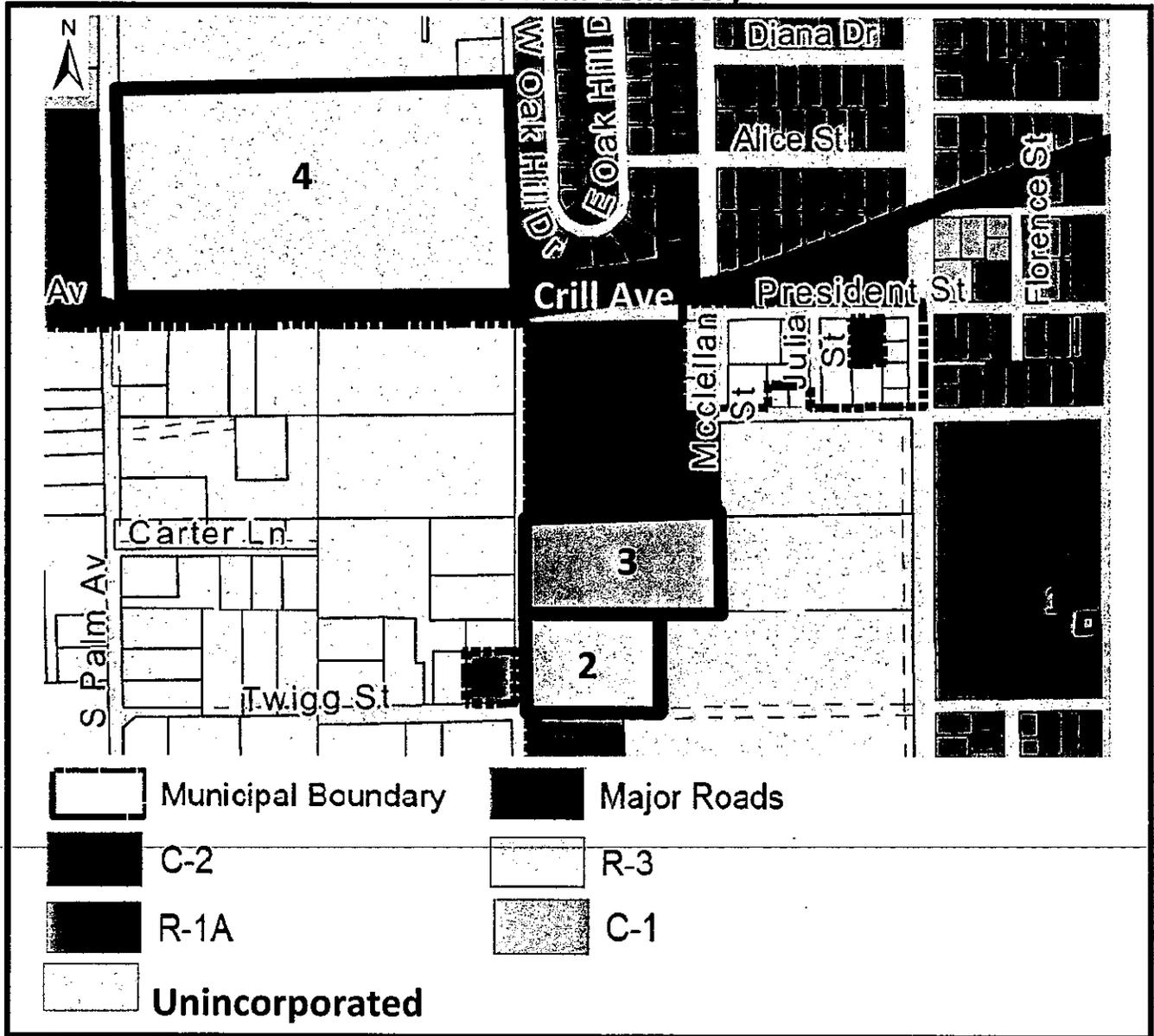
\_\_\_\_\_  
City Clerk

## City Lift Station, Edgar Johnson Senior Center, ARC of Putnam County and Oak Hill Cemetery



No.	Site(s)	Current FLUM	Proposed FLUM
1	City Lift Station 1216 Cleveland Ave.	RL	PB
2	Edgar Johnson Senior Center 1215 Westover Dr.	RH	PB
3	ARC of Putnam County 1215 Westover Dr.	RH	PB
4	Oak Hill Cemetery 2900 Crill Ave.	OPF	PB

## City Lift Station, Edgar Johnson Senior Center, ARC of Putnam County and Oak Hill Cemetery



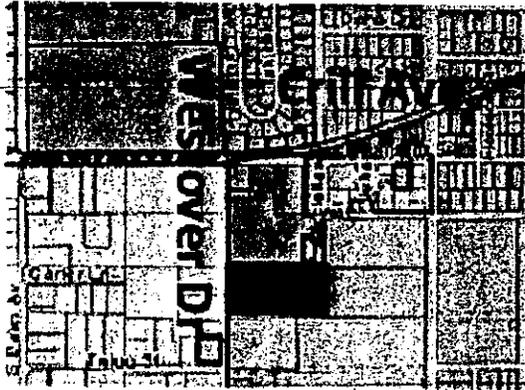
No.	Site(s)	Current Zoning	Proposed Zoning
1	City Lift Station 1216 Cleveland Ave.	R-1A	R-1A
2	Edgar Johnson Senior Center 1215 Westover Dr.	R-3	PBG-1
3	ARC of Putnam County 1215 Westover Dr.	C-1	PBG-1
4	Oak Hill Cemetery 2900 Crill Ave.	C-1	PBG-1

## LEGAL NOTICE

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 20 ACRES IN SIZE) IDENTIFIED AS 1209 WESTOVER DRIVE AVENUE FROM RH (RESIDENTIAL, HIGH DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (ARC of Putnam County) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: 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 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST, IDENTIFIED AS 1209 WESTOVER DRIVE AVENUE FROM C-1 (COMMERCIAL, GENERAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (ARC of Putnam County) at its next regular meetings to be held at 5:00 p.m. on the 14th day of July, 2011 and on the 25th day of August, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.  
/s/ BETSY J. DRGGERS  
CITY CLERK



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

ORDINANCE NO. 11 -

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 IDENTIFIED AS 1209 WESTOVER DRIVE, FROM C-1 (GENERAL COMMERCIAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY 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 Building and Zoning Department, 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 Board of the City of Palatka on June 7, 2011, and two public hearings before the City Commission of the City of Palatka on July 14, 2011, and August 25, 2011, 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 C-1 (General Commercial) to PBG-1 (Public Buildings and Grounds).

DESCRIPTION OF PROPERTY:

HUSSONS ADD TO PALATKA HEIGHTS MB1 P18 BLK 3 N1/2 OF LOTS 2 + 3

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 25<sup>th</sup> day of August, 2011.

CITY OF PALATKA

BY: \_\_\_\_\_  
Its MAYOR

ATTEST:

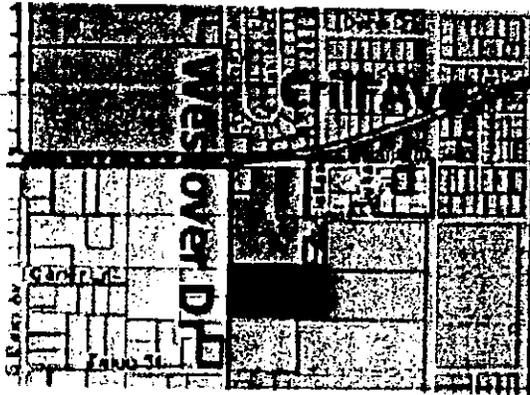
\_\_\_\_\_  
City Clerk

## LEGAL NOTICE

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 20 ACRES IN SIZE) IDENTIFIED AS 1209 WESTOVER DRIVE AVENUE FROM RH (RESIDENTIAL, HIGH DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (ARC of Putnam County) at its next regular meeting to be held at 8:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: 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 12, TOWNSHIP 10 SOUTH, RANGE 28 EAST, IDENTIFIED AS 1209 WESTOVER DRIVE AVENUE FROM C-1 (COMMERCIAL, GENERAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (ARC of Putnam County) at its next regular meetings to be held at 8:00 p.m. on the 14th day of July, 2011 and on the 25th day of August, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.  
/s/ BETSY J. DRIGGERS  
CITY CLERK



*Agenda  
Item*

**15**

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE) LOCATED IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST, IDENTIFIED AS 1216 CLEVELAND AVENUE, FROM RL (RESIDENTIAL, LOW DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (City Lift Station)

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

WHEREAS, Section 163.3187(1)(b), Florida Statutes, as amended, provides that a local government may amend its adopted comprehensive plan to change the land uses of up to 120 acres by small scale amendments annually, and

WHEREAS, Section 163.3187(2), Florida Statutes, as amended, provides that small scale development amendments require only one public hearing before the governing board, which shall be an adoption hearing, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Small Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

TABLE 1  
ADOPTED SMALL SCALE AMENDMENT

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Land Use</u>	<u>Future Land Use</u>	<u>Amended Land Use</u>	<u>Future Land Use</u>
12-10-26-1370-0050-0050	.07	Residential, Low Density		Public Buildings and Grounds	

DESCRIPTION OF PROPERTY:

CENTER STREET S/D MB3 P129 BLK E E1/2 OF LOT 5 (LIFT STATION ON CORNER OF KATE + CLEVELAND ST)

Section 3. 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 4. 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 5. 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 14<sup>th</sup> day of July, 2011.

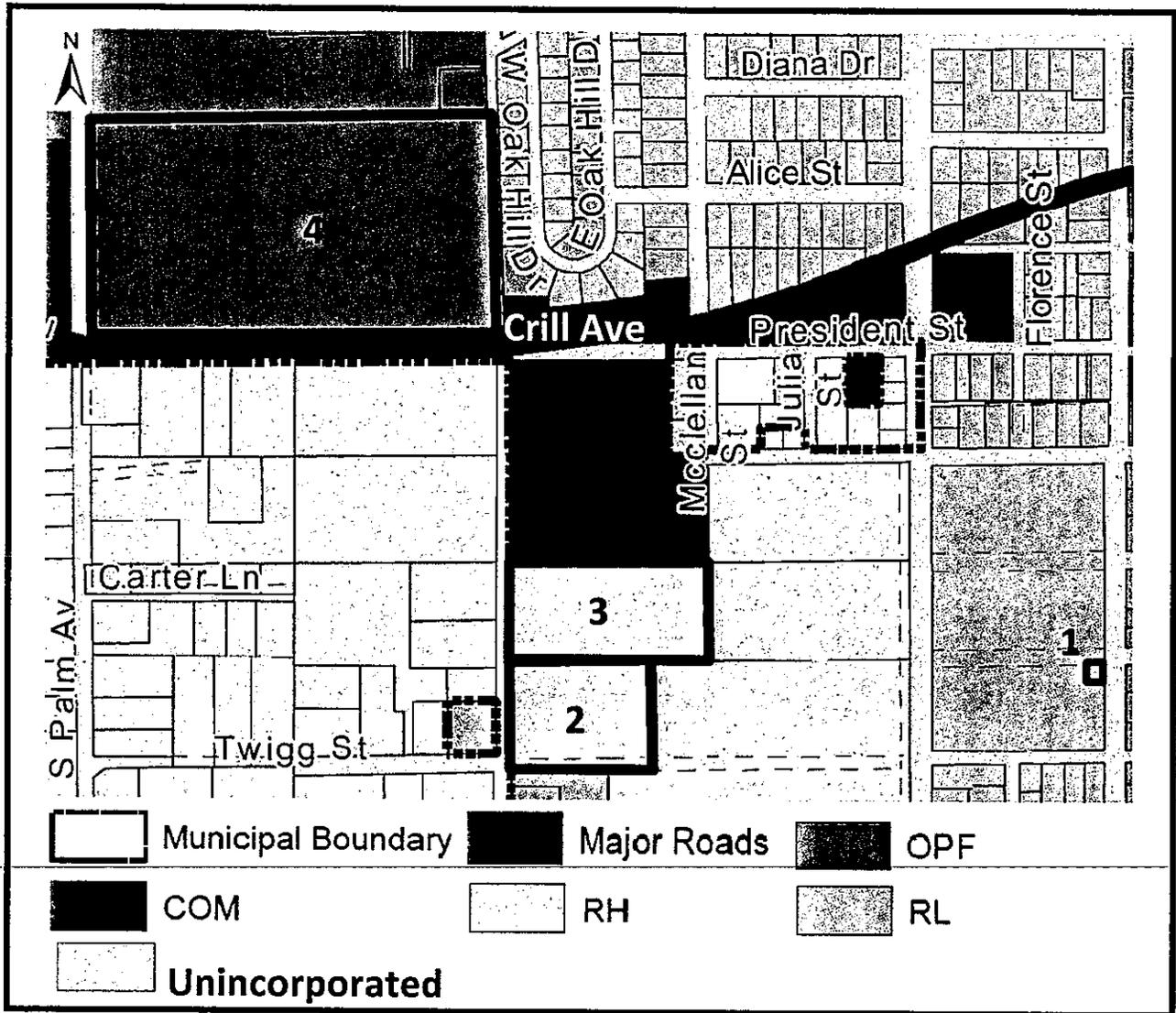
**CITY OF PALATKA**

By: \_\_\_\_\_  
Its Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk

## City Lift Station, Edgar Johnson Senior Center, ARC of Putnam County and Oak Hill Cemetery



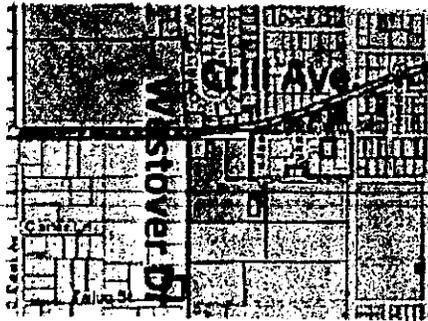
No.	Site(s)	Current FLUM	Proposed FLUM
1	City Lift Station 1216 Cleveland Ave.	RL	PB
2	Edgar Johnson Senior Center 1215 Westover Dr.	RH	PB
3	ARC of Putnam County 1215 Westover Dr.	RH	PB
4	Oak Hill Cemetery 2900 Crill Ave.	OPF	PB

## LEGAL NOTICE

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 20 ACRES IN SIZE) LOCATED IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 28 EAST, IDENTIFIED AS 1216 CLEVELAND AVENUE, FROM RL (RESIDENTIAL, LOW DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (City Lift Station) at its next regular meeting to be held at 8:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK



# Agenda Item

16 a and b

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE) LOCATED IN SECTION 11, TOWNSHIP 10 SOUTH, RANGE 26 EAST, IDENTIFIED AS 712 PALM AVENUE, FROM OPF (OTHER PUBLIC BUILDINGS) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Oak Hill Cemetery West)

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

WHEREAS, Section 163.3187(1)(b), Florida Statutes, as amended, provides that a local government may amend its adopted comprehensive plan to change the land uses of up to 120 acres by small scale amendments annually, and

WHEREAS, Section 163.3187(2), Florida Statutes, as amended, provides that small scale development amendments require only one public hearing before the governing board, which shall be an adoption hearing, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Small Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

TABLE 1  
ADOPTED SMALL SCALE AMENDMENT

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Future Land Use</u>	<u>Amended Future Land Use</u>
11-10-26-0000-0160-0000	7.56	Residential, High Density	Public Buildings and Grounds

DESCRIPTION OF PROPERTY:

PT OF SE1/4 OF NE1/4 OR157 P247(OAK HILL WEST CEMETERY MB6 P71)  
HUSSONS ADD TO PALATKA HEIGHTS MB1 P18 BLK 3 N1/2 OF LOTS 2 + 3

Section 3. 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 4. 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 5. 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 14<sup>th</sup> day of July, 2011.

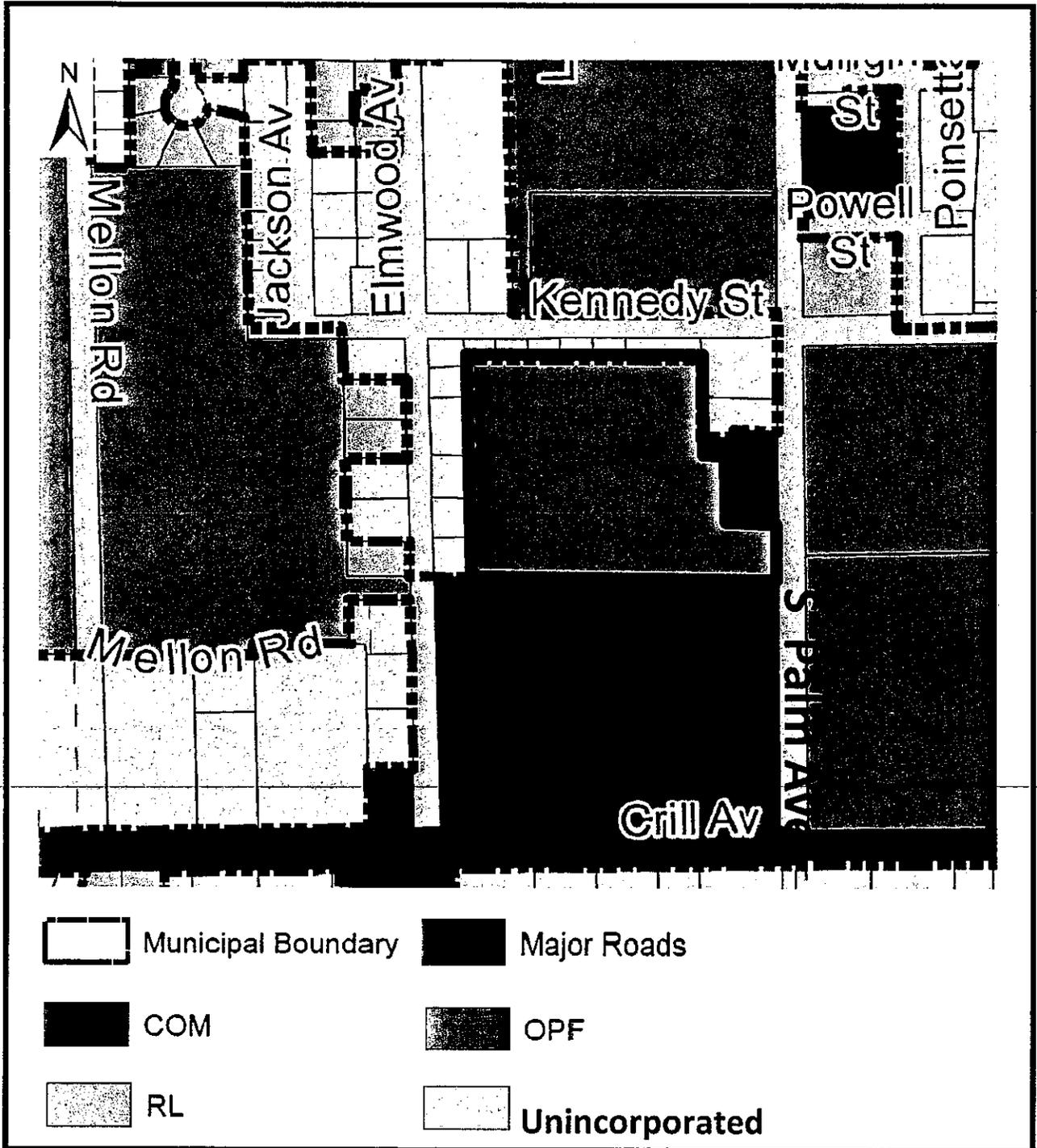
CITY OF PALATKA

By: \_\_\_\_\_  
Its Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

# Oak Hill West Cemetery



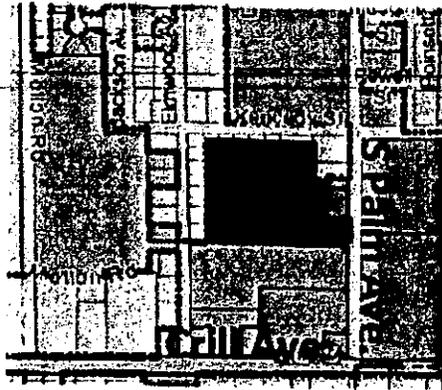
Site	Current FLUM	Proposed FLUM
Oak Hill West Cemetery 712 S. Palm Ave.	OPF	PB

## LEGAL NOTICE

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 20 ACRES IN SIZE) LOCATED IN SECTION 11, TOWNSHIP 10 SOUTH, RANGE 26 EAST, IDENTIFIED AS 712 PALM AVENUE, FROM OPF (OTHER PUBLIC BUILDINGS) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Oak Hill Cemetery West) at its next regular meetings to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: 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 11, TOWNSHIP 10 SOUTH, RANGE 26 EAST, IDENTIFIED AS 712 PALM AVENUE, FROM C-1 (GENERAL COMMERCIAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Oak Hill Cemetery West) at its next regular meetings to be held at 6:00 p.m. on the 14th day of July, 2011 and at 6:00 PM on the 25th day of August, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.  
/s/ BETSY J. DRIGGERS  
CITY CLERK



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

ORDINANCE NO. 11 -

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 IDENTIFIED AS  
712 S. PALM AVENUE, FROM C-1  
(GENERAL COMMERCIAL) TO PBG-1  
(PUBLIC BUILDINGS AND GROUNDS);  
PROVIDING FOR SEVERABILITY 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 Building and Zoning Department, 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 Board of the City of Palatka on June 7, 2011, and two public hearings before the City Commission of the City of Palatka on July 14, 2011, and August 25, 2011, 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 C-1 (General Commercial) to PBG-1 (Public Buildings and Grounds).

DESCRIPTION OF PROPERTY:

PT OF SE1/4 OF NE1/4 OR157 P247(OAK HILL WEST CEMETERY MB6 P71)  
HUSSONS ADD TO PALATKA HEIGHTS MB1 P18 BLK 3 N1/2 OF LOTS 2 + 3

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 25<sup>th</sup> day of August, 2011.

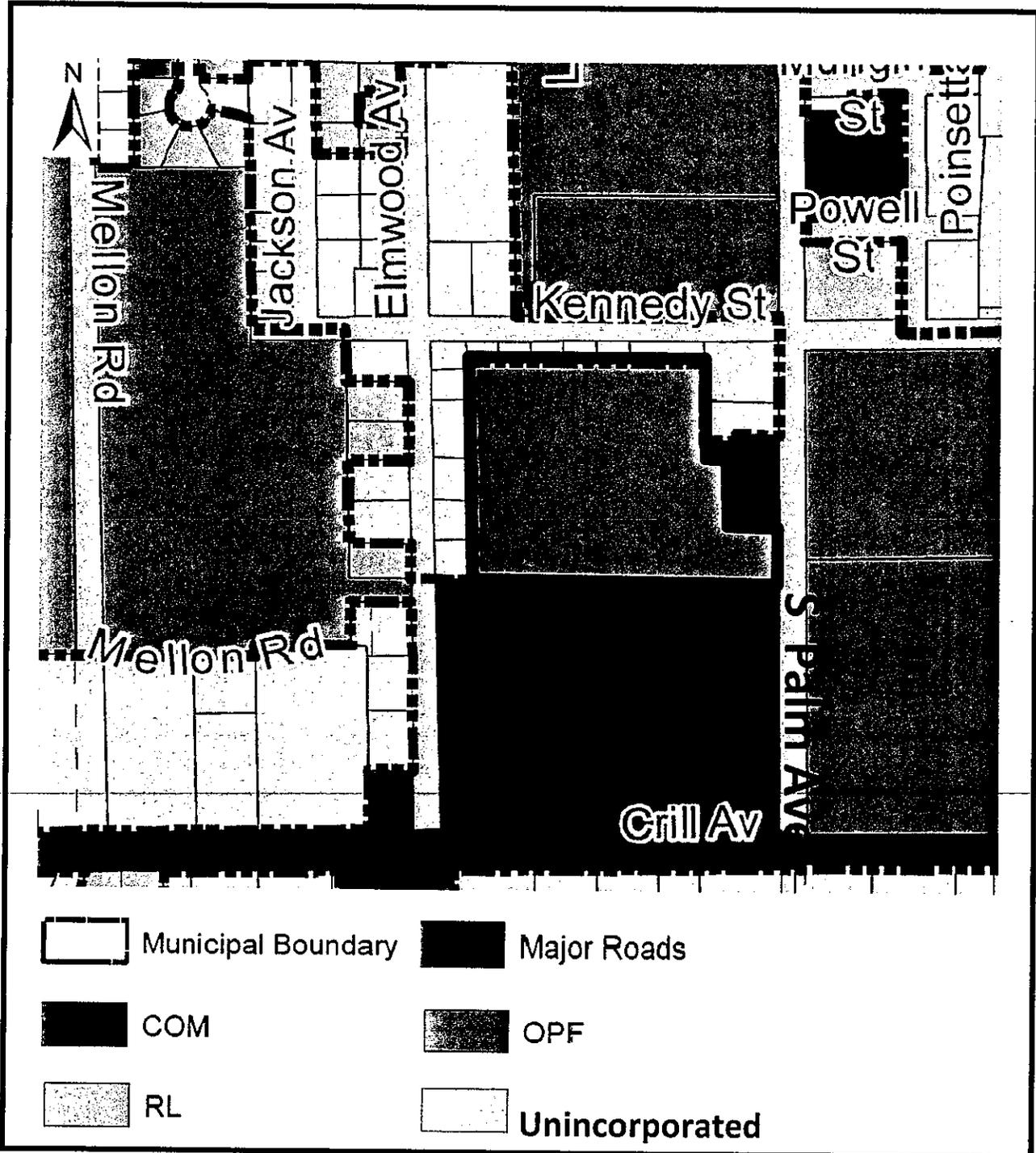
CITY OF PALATKA

BY: \_\_\_\_\_  
Its MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

# Oak Hill West Cemetery



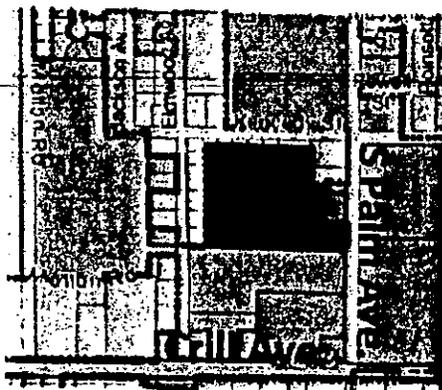
Site	Current FLUM	Proposed FLUM
Oak Hill West Cemetery 712 S. Palm Ave.	OPF	PB

## LEGAL NOTICE

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PLEASE GOVERN YOURSELVES ACCORDINGLY.  
/s/ BETSY J. DRIGGERS  
CITY CLERK



# Agenda Item

17 a and b

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND LOCATED IN SECTION 11, TOWNSHIP 12 SOUTH, RANGE 26 EAST (LESS THAN 10 ACRES IN SIZE), IDENTIFIED AS 1215 WESTOVER DRIVE, FROM RH (RESIDENTIAL, HIGH DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Senior Center)

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

WHEREAS, Section 163.3187(1)(b), Florida Statutes, as amended, provides that a local government may amend its adopted comprehensive plan to change the land uses of up to 120 acres by small scale amendments annually, and

WHEREAS, Section 163.3187(2), Florida Statutes, as amended, provides that small scale development amendments require only one public hearing before the governing board, which shall be an adoption hearing, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Small Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

TABLE 1  
ADOPTED SMALL SCALE AMENDMENT

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Land Use</u>	<u>Future Land Use</u>	<u>Amended Land Use</u>	<u>Future Land Use</u>
12-10-26-4030-0030-0011	3.44	Residential, High Density		Public Buildings and Grounds	

DESCRIPTION OF PROPERTY:

HUSSONS ADD TO PALATKA HEIGHTS MB1 P18 BLK 3 S1.2 OF LOTS 2 + 3 (EX E 178FT) + ADJ CLOSED JOHN ST OR921 P1062 (FOR EDGAR JOHNSON SENIOR CENTER)

Section 3. 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 4. 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 5. 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 14<sup>th</sup> day of July, 2011.

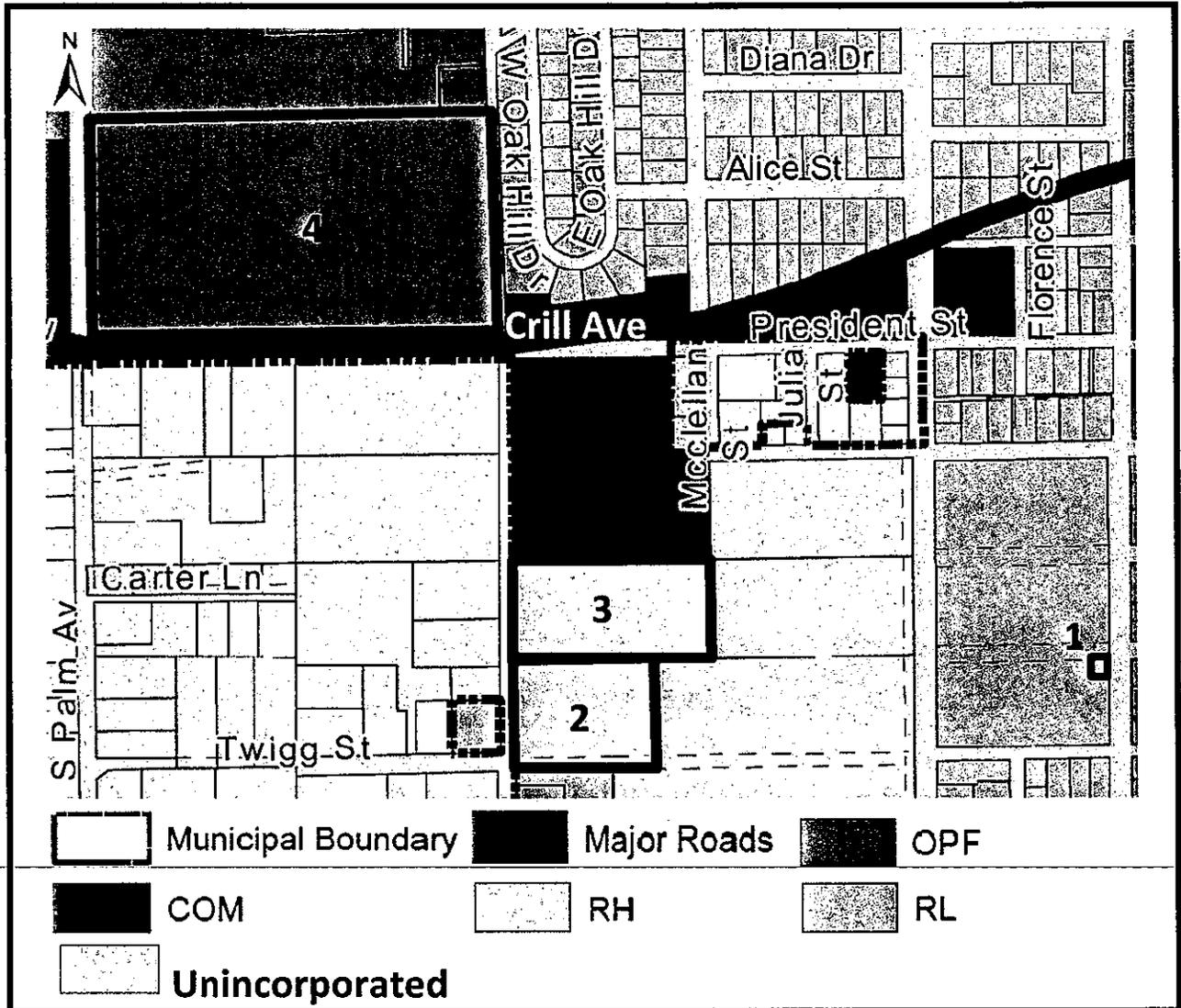
CITY OF PALATKA

By: \_\_\_\_\_  
Its Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

## City Lift Station, Edgar Johnson Senior Center, ARC of Putnam County and Oak Hill Cemetery



No.	Site(s)	Current FLUM	Proposed FLUM
1	City Lift Station 1216 Cleveland Ave.	RL	PB
2	Edgar Johnson Senior Center 1215 Westover Dr.	RH	PB
3	ARC of Putnam County 1215 Westover Dr.	RH	PB
4	Oak Hill Cemetery 2900 Crill Ave.	OPF	PB

## LEGAL NOTICE

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND LOCATED IN SECTION 11, TOWNSHIP 12 SOUTH, RANGE 26 EAST (LESS THAN 20 ACRES IN SIZE), IDENTIFIED AS 1215 WESTOVER DRIVE, FROM RH (RESIDENTIAL, HIGH DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Senior Center) at its next regular meetings to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: 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 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST, IDENTIFIED AS 1215 WESTOVER DRIVE, FROM R-3 (MULTI-FAMILY RESIDENTIAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Senior Center) at its next regular meetings to be held at 6:00 p.m. on the 14th day of July, 2011 and on the 25th day of August, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.  
/s/ BETSY J. DRIGGERS  
CITY CLERK



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

ORDINANCE NO. 11 -

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 LOCATED IN SECTION 11, TOWNSHIP 12 SOUTH, RANGE 26 EAST, IDENTIFIED AS 1215 WESTOVER DRIVE, FROM R-3 (MULTI-FAMILY RESIDENTIAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY 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 Building and Zoning Department, 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 Board of the City of Palatka on June 7, 2011, and two public hearings before the City Commission of the City of Palatka on July 14, 2011, and August 25, 2011, 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 R-3 (Multi-Family Residential) to PBG-1 (Public-Buildings and Grounds).

DESCRIPTION OF PROPERTY:

HUSSONS ADD TO PALATKA HEIGHTS MB1 P18 BLK 3 S1.2 OF LOTS 2 + 3 (EX E 178FT) + ADJ CLOSED JOHN ST OR921 P1062 (FOR EDGAR JOHNSON SENIOR CENTER)

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 25<sup>th</sup> day of August, 2011.

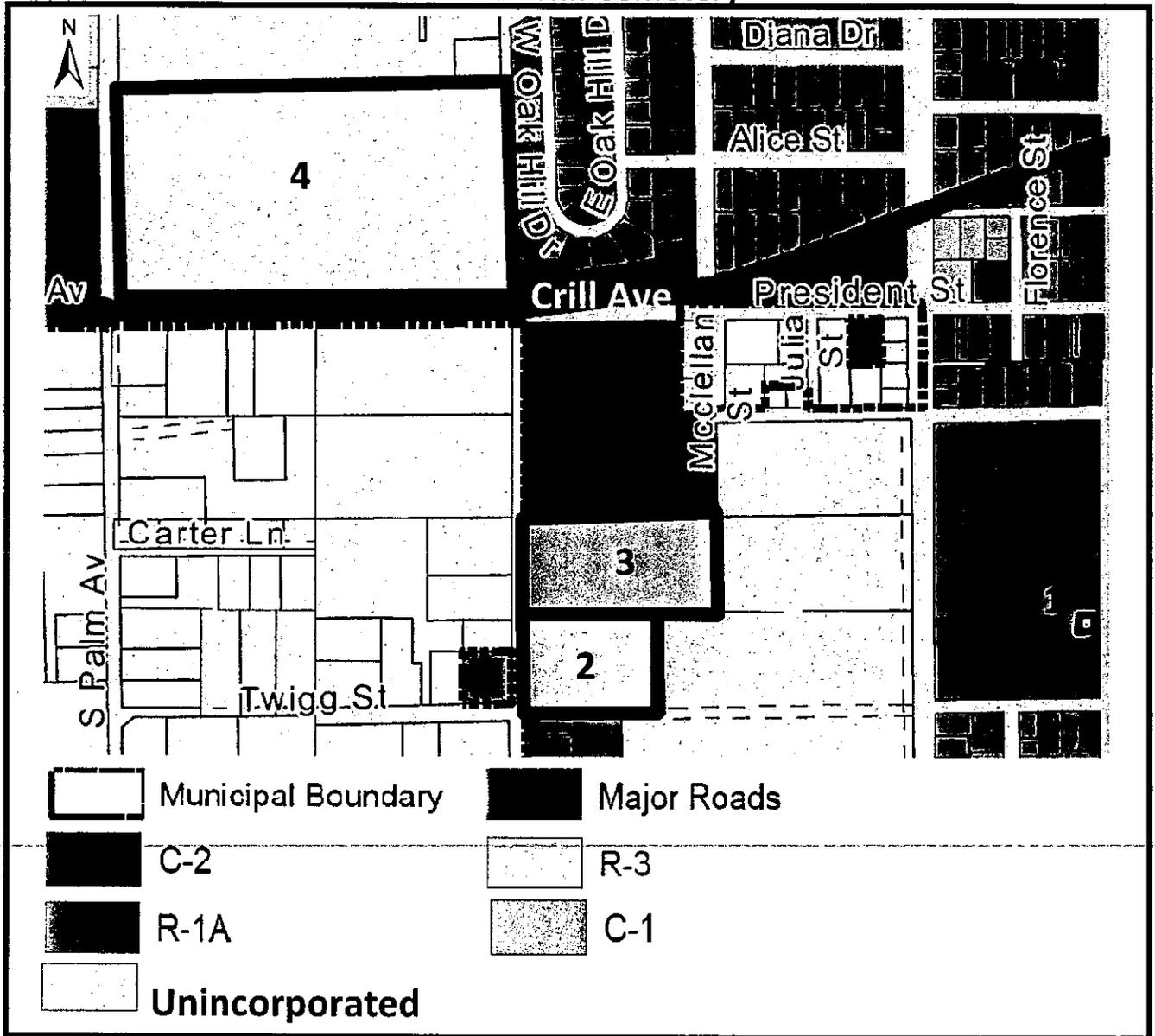
CITY OF PALATKA

BY: \_\_\_\_\_  
Its MAYOR

ATTEST:

City Clerk

## City Lift Station, Edgar Johnson Senior Center, ARC of Putnam County and Oak Hill Cemetery



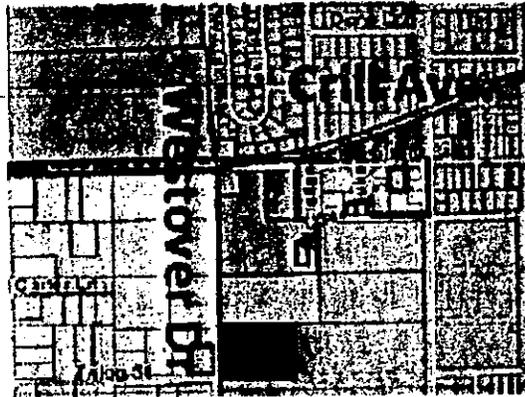
No.	Site(s)	Current Zoning	Proposed Zoning
1	City Lift Station 1216 Cleveland Ave.	R-1A	R-1A
2	Edgar Johnson Senior Center 1215 Westover Dr.	R-3	PBG-1
3	ARC of Putnam County 1215 Westover Dr.	C-1	PBG-1
4	Oak Hill Cemetery 2900 Crill Ave.	C-1	PBG-1

## LEGAL NOTICE

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND LOCATED IN SECTION 11, TOWNSHIP 12 SOUTH, RANGE 26 EAST (LESS THAN 20 ACRES IN SIZE), IDENTIFIED AS 1215 WESTOVER DRIVE, FROM RH (RESIDENTIAL, HIGH DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Senior Center) at its next regular meetings to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: 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 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST, IDENTIFIED AS 1215 WESTOVER DRIVE, FROM R-3 (MULTI-FAMILY RESIDENTIAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Senior Center) at its next regular meetings to be held at 6:00 p.m. on the 14th day of July, 2011 and on the 25th day of August, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.  
/s/ BETSY J. DRIGGERS  
CITY CLERK



# Agenda Item

18 a and b

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

ORDINANCE NO. 11-17

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED WITH RESPECT TO SIX PARCELS OF LAND LOCATED IN SECTION 42, TOWNSHIP 10 SOUTH, RANGE 27 EAST (LESS THAN 10 ACRES IN SIZE), IDENTIFIED AS 317 OSCEOLA STREET AND PARCEL NUMBER(S) 42-10-27-6850-1580-0010, 42-10-27-6850-2070-0010, 42-10-27-6850-2080-0010, 42-10-27-6850-1500-0000 AND 42-10-27-6850-1510-0000, FROM RH (RESIDENTIAL, HIGH DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Westview Cemetery)

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

WHEREAS, Section 163.3187(1)(b), Florida Statutes, as amended, provides that a local government may amend its adopted comprehensive plan to change the land uses of up to 120 acres by small scale amendments annually, and

WHEREAS, Section 163.3187(2), Florida Statutes, as amended, provides that small scale development amendments require only one public hearing before the governing board, which shall be an adoption hearing, and

~~WHEREAS, the Planning Board conducted a public hearing on~~  
June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Small Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

**TABLE 1**  
**ADOPTED SMALL SCALE AMENDMENT**

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Future Land Use</u>	<u>Amended Future Land Use</u>
42-10-27-6850-1470-0000	6.06	Residential, High Density	Public Buildings and Grounds
42-10-27-6850-1580-0010	.26	Residential, High Density	Public Buildings and Grounds
42-10-27-6850-2070-0010	.91	Residential, High Density	Public Buildings and Grounds
42-10-27-6850-2080-0010	2.20	Residential, High Density	Public Buildings and Grounds
42-10-27-6850-1500-0000	.13	Residential, High Density	Public Buildings and Grounds
42-10-27-6850-1510-0000	.16	Residential, High Density	Public Buildings and Grounds

**DESCRIPTION OF PROPERTY:**

42-10-27-6850-1580-0010:  
DICKS MAP OF PALATKA MB2 P46 ALL OF BLK 158 (EX CEMETARY)  
(DRAINAGE DITCH NORTH OF CRILL AVE AND E OF OVER PASS)

42-10-27-6850-2070-0010:  
DICKS MAP OF PALATKA MB2 P46 BLK 207 (EX CEMETARY) PT OF CLOSED  
DIANA DR OR507 P367 (DRAINAGE DITCH N OF CRILL AVE & E OF OVER  
PASS) (EX N'LY 40FT OF W'LY 200FT )

42-10-27-6850-2080-0010:  
DICKS MAP OF PALATKA MB2 P46 ALL OF BLK 208 E OF R/W OF RR & BLK  
207 S OF CRILL AVE (WESTVIEW CEMETERY MB2 PP34A 34B)

42-10-27-6850-1500-0000:  
DICKS MAP OF PALATKA MB2 P46 ALL OF BLK 150 (WESTVIEW CEMETERY  
MB2 PP34A 34B)

42-10-27-6850-1510-0000:  
DICKS MAP OF PALATKA MB2 P46 ALL OF BLK 151 (TURNING LANE- HWY  
20 ONTO OSCEOLA ST) & ADJ CLOSED FORWARD ST BK243 P291

**Section 3. 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.

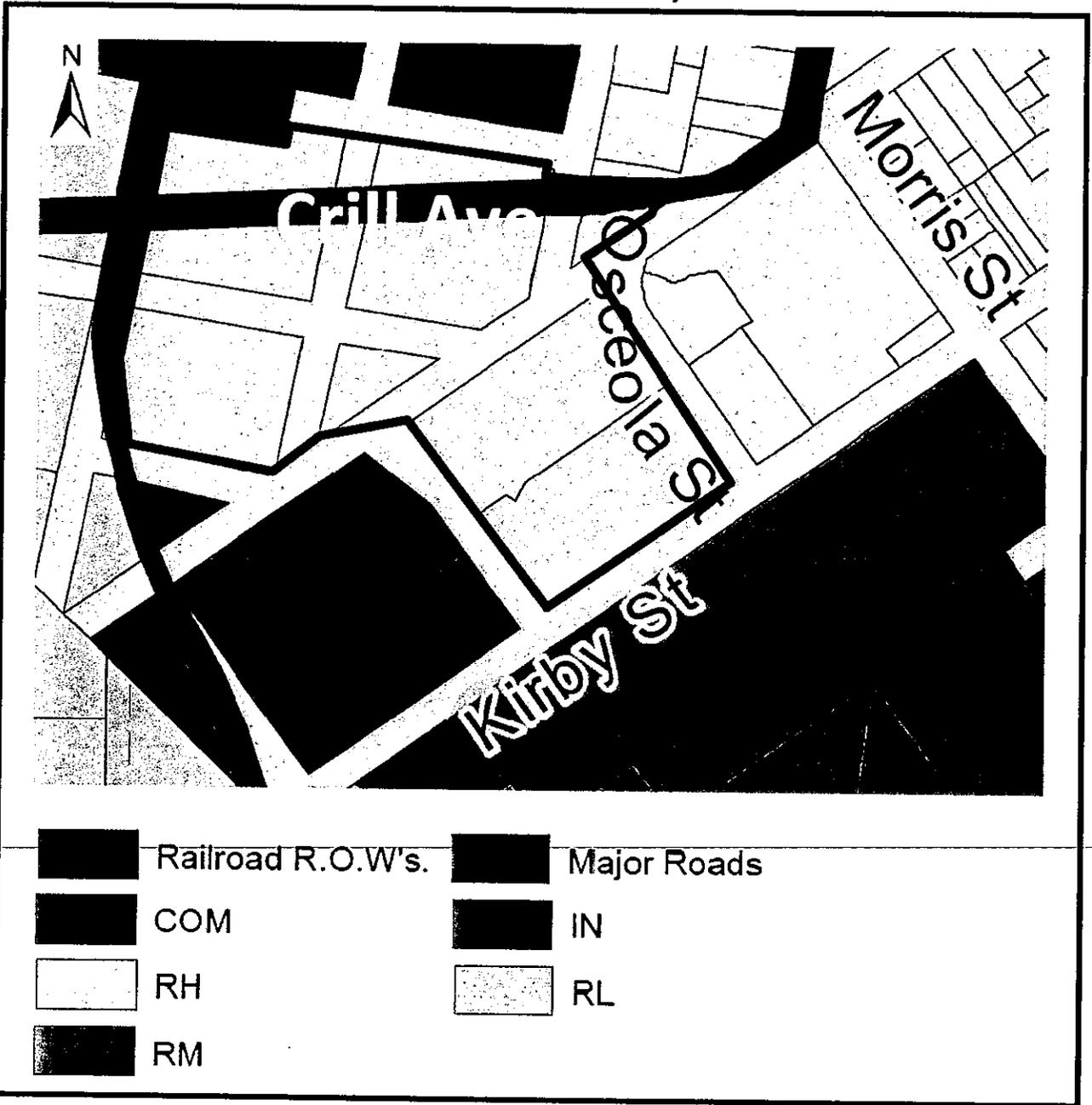
**Section 4. Severability**

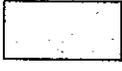
Should any section, subsection, sentence, clause, phrase or portion of this Ordinance be held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and shall not affect the validity of the remaining portion.

**Section 5. 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.

# Westview Cemetery



-  Railroad R.O.W's.
-  Major Roads
-  COM
-  IN
-  RH
-  RL
-  RM

Site(s)	Current FLUM	Proposed FLUM
Westview Cemetery (Multiple Parcels) 317 Osceola St.	RH, IN	PB

# LEGAL NOTICE

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO NINE PARCELS OF LAND LOCATED IN SECTION 42, TOWNSHIP 10 SOUTH, RANGE 27 EAST (LESS THAN 20 ACRES IN SIZE), IDENTIFIED AS 317 OSCEOLA STREET AND PARCEL NUMBER(S) 42-10-27-6850-1580-0010, 42-10-27-6850-2070-0010, 42-10-27-6850-2080-0010, 42-10-27-6850-1500-0000 AND 42-10-27-6850-1510-0000, FROM RH (RESIDENTIAL, HIGH DENSITY) AND IN (INDUSTRIAL) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Westview Cemetery) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP BE AMENDED WITH RESPECT TO NINE PARCELS OF LAND IN SECTION 42, TOWNSHIP 10 SOUTH, RANGE 27 EAST, IDENTIFIED AS 317 OSCEOLA STREET AND PARCEL NUMBER(S) 42-10-27-6850-1580-0010, 42-10-27-6850-2070-0010, 42-10-27-6850-2080-0010, 42-10-27-6850-1500-0000 AND 42-10-27-6850-1510-0000 FROM R-1 (SINGLE-FAMILY RESIDENTIAL), R-3 (MULTI-FAMILY RESIDENTIAL) AND M-1 (INDUSTRIAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Westview Cemetery) at its next regular meetings to be held at 6:00 p.m. on the 14th day of July, 2011 and 6:00 p.m. on the 25th day of August, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK



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

ORDINANCE NO. 11 -

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 LOCATED IN SECTION 42, TOWNSHIP 10 SOUTH, RANGE 27 EAST, IDENTIFIED AS 317 OSCEOLA STREET AND PARCEL NUMBER(S) 42-10-27-6850-1580-0010, 42-10-27-6850-2070-0010, 42-10-27-6850-2080-0010, 42-10-27-6850-1500-0000 AND 42-10-27-6850-1510-0000, FROM M-1 (LIGHT INDUSTRIAL) AND R-3 (MULTI-FAMILY RESIDENTIAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY 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 Building and Zoning Department, 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 Board of the City of Palatka on June 7, 2011, and two public hearings before the City Commission of the City of Palatka on July 14, 2011, and August 25, 2011, 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) and R-3 (Multi-Family Residential) to PBG-1 (Public Buildings and Grounds).

**DESCRIPTION OF PROPERTY:**

317 OSCEOLA AVENUE:

DICKS MAP OF PALATKA MB2 P46 BLK 147 (EX BKI P165) & BLK 158 LYING SLY OF SR20 (WESTVIEW CEMETERY MB2 PP34A 34B)

PARCEL NUMBER 42-10-27-6850-1580-0010:

DICKS MAP OF PALATKA MB2 P46 ALL OF BLK 158 (EX CEMETARY) (DRAINAGE DITCH NORTH OF CRILL AVE AND E OF OVER PASS)

PARCEL NUMBER 42-10-27-6850-2070-0010:

DICKS MAP OF PALATKA MB2 P46 BLK 207 (EX CEMETARY) PT OF CLOSED DIANA DR OR507 P367 (DRAINAGE DITCH N OF CRILL AVE & E OF OVER PASS) (EX N'LY 40FT OF W'LY 200FT )

PARCEL NUMBER 42-10-27-6850-2080-0010:  
DICKS MAP OF PALATKA MB2 P46 ALL OF BLK 208 E OF R/W OF RR & BLK  
207 S OF CRILL AVE (WESTVIEW CEMETERY MB2 PP34A 34B)

PARCEL NUMBER 42-10-27-6850-1500-0000:  
DICKS MAP OF PALATKA MB2 P46 ALL OF BLK 150 (WESTVIEW CEMETERY  
MB2 PP34A 34B)

PARCEL NUMBER 42-10-27-6850-1510-0000:  
DICKS MAP OF PALATKA MB2 P46 ALL OF BLK 151 (TURNING LANE- HWY  
20 ONTO OSCEOLA ST) & ADJ CLOSED FORWARD ST BK243 P291

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 25<sup>th</sup> day of August, 2011.

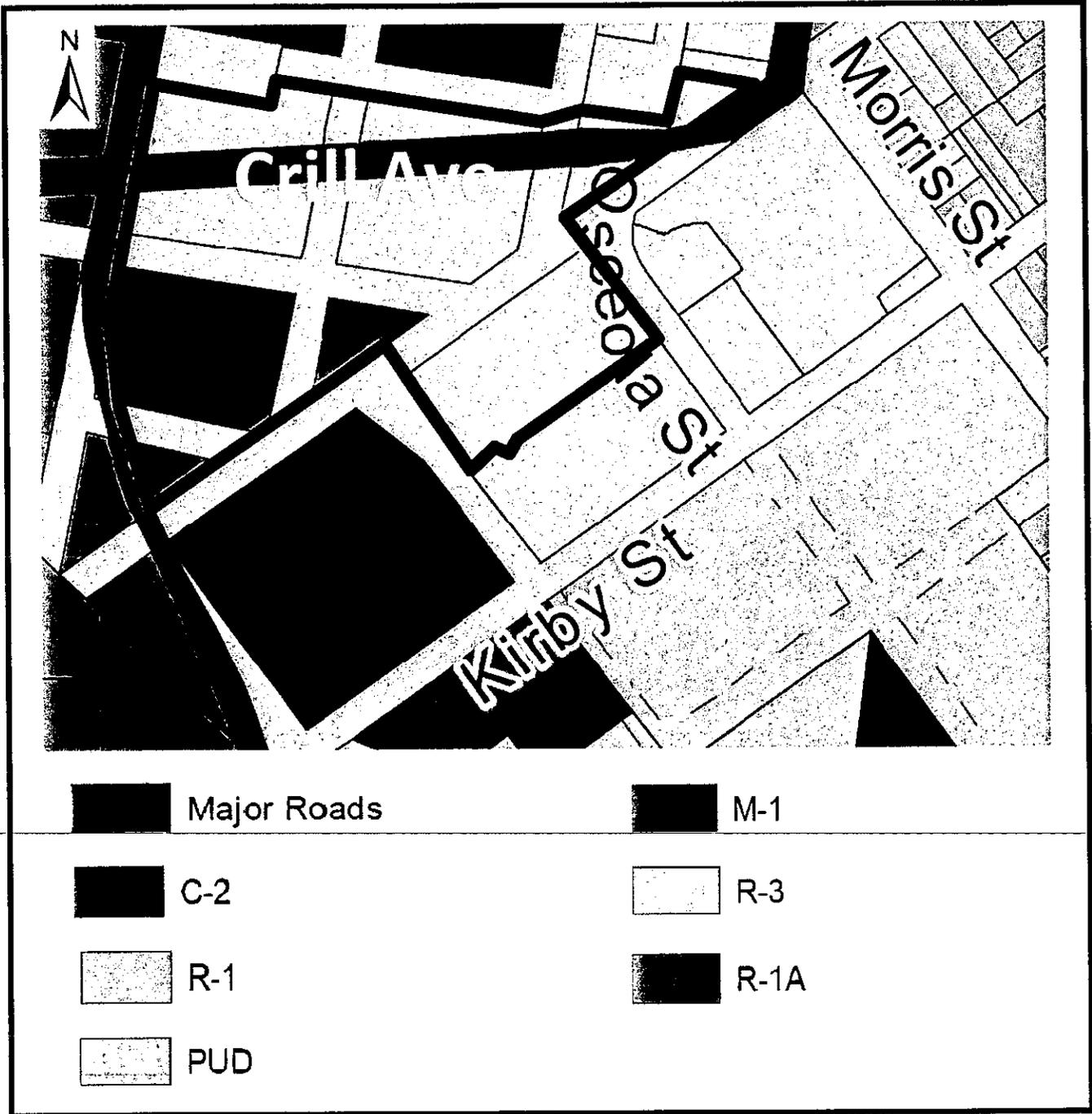
CITY OF PALATKA

BY: \_\_\_\_\_  
Its MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

# Westview Cemetery



- Major Roads
- M-1
- C-2
- R-3
- R-1
- R-1A
- PUD

Site(s)	Current Zoning	Proposed Zoning
Westview Cemetery (Multiple Parcels) 317 Osceola St.	M-1, R-3	PBG-1

# LEGAL NOTICE

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO NINE PARCELS OF LAND LOCATED IN SECTION 42, TOWNSHIP 10 SOUTH, RANGE 27 EAST (LESS THAN 20 ACRES IN SIZE), IDENTIFIED AS 317 OSCEOLA STREET AND PARCEL NUMBER(S) 42-10-27-6850-1580-0010, 42-10-27-6850-2070-0010, 42-10-27-6850-2080-0010, 42-10-27-6850-1500-0000 AND 42-10-27-6850-1510-0000, FROM RH (RESIDENTIAL, HIGH DENSITY) AND IN (INDUSTRIAL) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Westview Cemetery) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

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PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK



*Agenda  
Item*

**19**

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 20 ACRES IN SIZE) IDENTIFIED AS 141 KELLEY SMITH ROAD FROM RL (RESIDENTIAL, LOW DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Kelley Smith Elementary School)

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

WHEREAS, Section 163.3187(1)(c)4., Florida Statutes, as amended, provides that a local government within a rural area of critical economic concern may increase the 10-acre limit for small scale development amendments to 20 acres, and

WHEREAS, Section 163.3187(1)(b), Florida Statutes, as amended, provides that a local government may amend its adopted comprehensive plan to change the land uses of up to 120 acres by small scale amendments annually, and

WHEREAS, Section 163.3187(2), Florida Statutes, as amended, provides that small scale development amendments require only one public hearing before the governing board, which shall be an adoption hearing, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Small Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

TABLE 1  
ADOPTED SMALL SCALE AMENDMENTS

<u>Property Tax Number</u>	<u>Acreeage</u>	<u>Current Land Use</u>	<u>Future Land Use</u>
16-10-26-0000-0040-0000	13.1	Residential, Low Density	Public Buildings and Grounds

**DESCRIPTION OF PROPERTY:**

N1/2 OF N1/2 OF NE1/4 OF NW1/4 OR24 P537 + W1/2 OF S1/2 OF N1/2 OF NE1/4 OF NW1/4 OR27 P448 (EX OR44 P602 RD) (KELLEY SMITH SCHOOL)

**Section 3. 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 4. 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 5. 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 14<sup>th</sup> day of July, 2011.

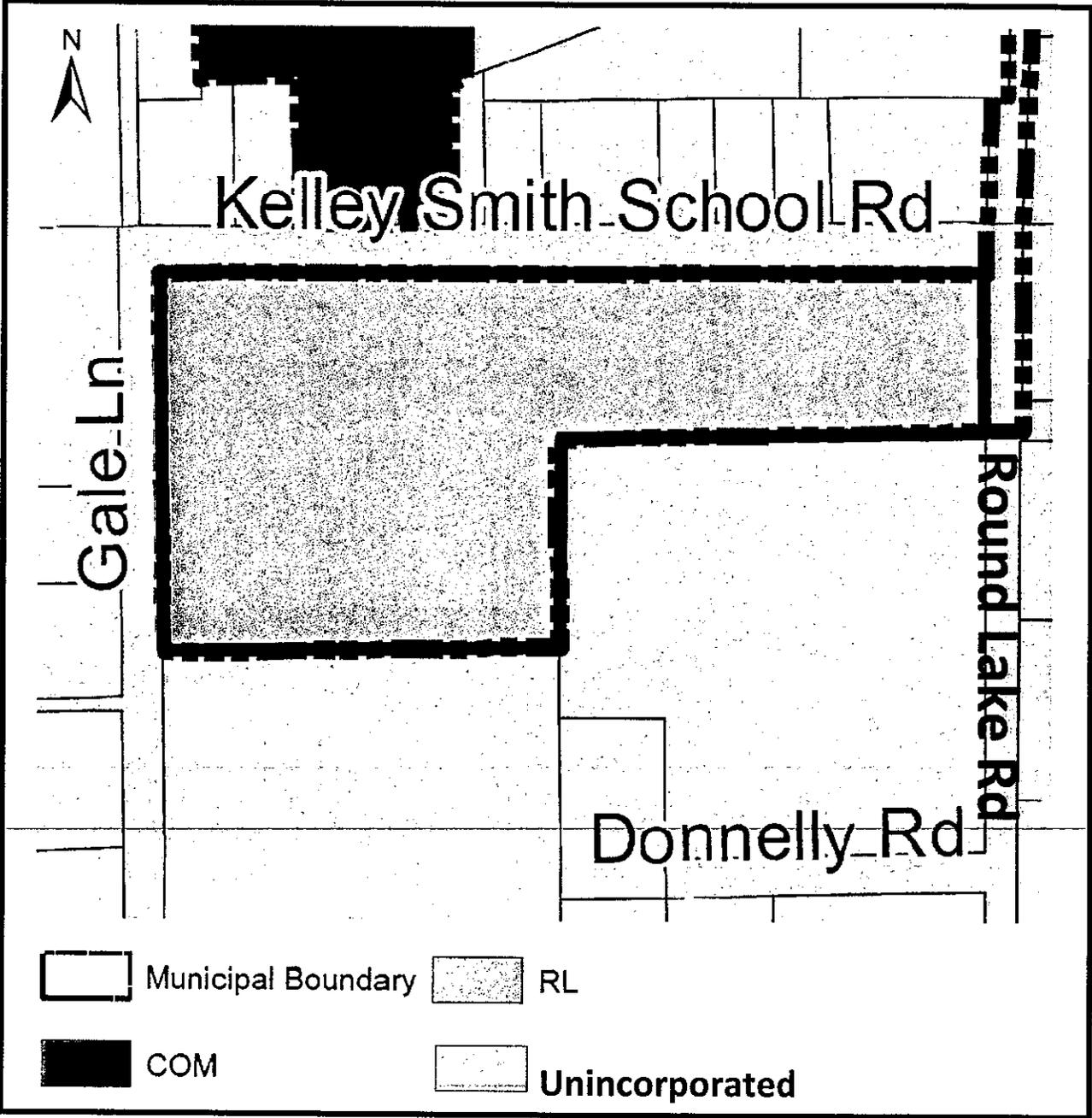
**CITY OF PALATKA**

By: \_\_\_\_\_  
Its Mayor

**ATTEST:**

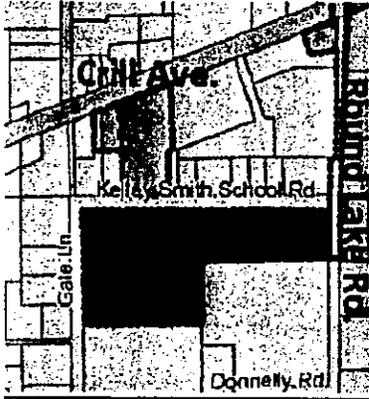
\_\_\_\_\_  
City Clerk

# Kelly Smith Elem. School



Site	Current FLUM	Proposed FLUM
Kelly Smith Elem. School 141 Kelley Smith School Rd	RL	PB

It is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 20 ACRES IN SIZE) IDENTIFIED AS 141 KELLEY SMITH ROAD FROM RL (RESIDENTIAL, LOW DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Kelley Smith Elementary) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of their right to be heard in person or by written statement at the City Commission consideration by the City Commission and all interested parties may appear and be heard at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.



PLEASE GOVERN  
YOURSELVES ACCORDINGLY.  
/s/ BETSY J. DRIGGERS  
CITY CLERK

*Agenda  
Item*

*20*

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 20 ACRES IN SIZE) IDENTIFIED AS 301 MELLON ROAD FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Mellon Elementary School)

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

WHEREAS, Section 163.3187(1)(c)4., Florida Statutes, as amended, provides that a local government within a rural area of critical economic concern may increase the 10-acre limit for small scale development amendments to 20 acres, and

WHEREAS, Section 163.3187(1)(b), Florida Statutes, as amended, provides that a local government may amend its adopted comprehensive plan to change the land uses of up to 120 acres by small scale amendments annually, and

WHEREAS, Section 163.3187(2), Florida Statutes, as amended, provides that small scale development amendments require only one public hearing before the governing board, which shall be an adoption hearing, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Small Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

TABLE 1  
ADOPTED SMALL SCALE AMENDMENTS

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Land Use</u>	<u>Future Land Use</u>	<u>Amended Land Use</u>	<u>Future Land Use</u>
11-10-26-0000-0090-0000	14.6	Other Facilities	Public Buildings and Grounds	Public Buildings and Grounds	Public Buildings and Grounds

**DESCRIPTION OF PROPERTY:**

PT OF SE 1/4 OF NE 1/4 OR67 P10 (EX OR84 P615 RD) + OR96 P637  
(MELLON ELEMENTARY SCHOOL)

**Section 3. 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 4. 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 5. 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 14<sup>th</sup> day of July, 2011.

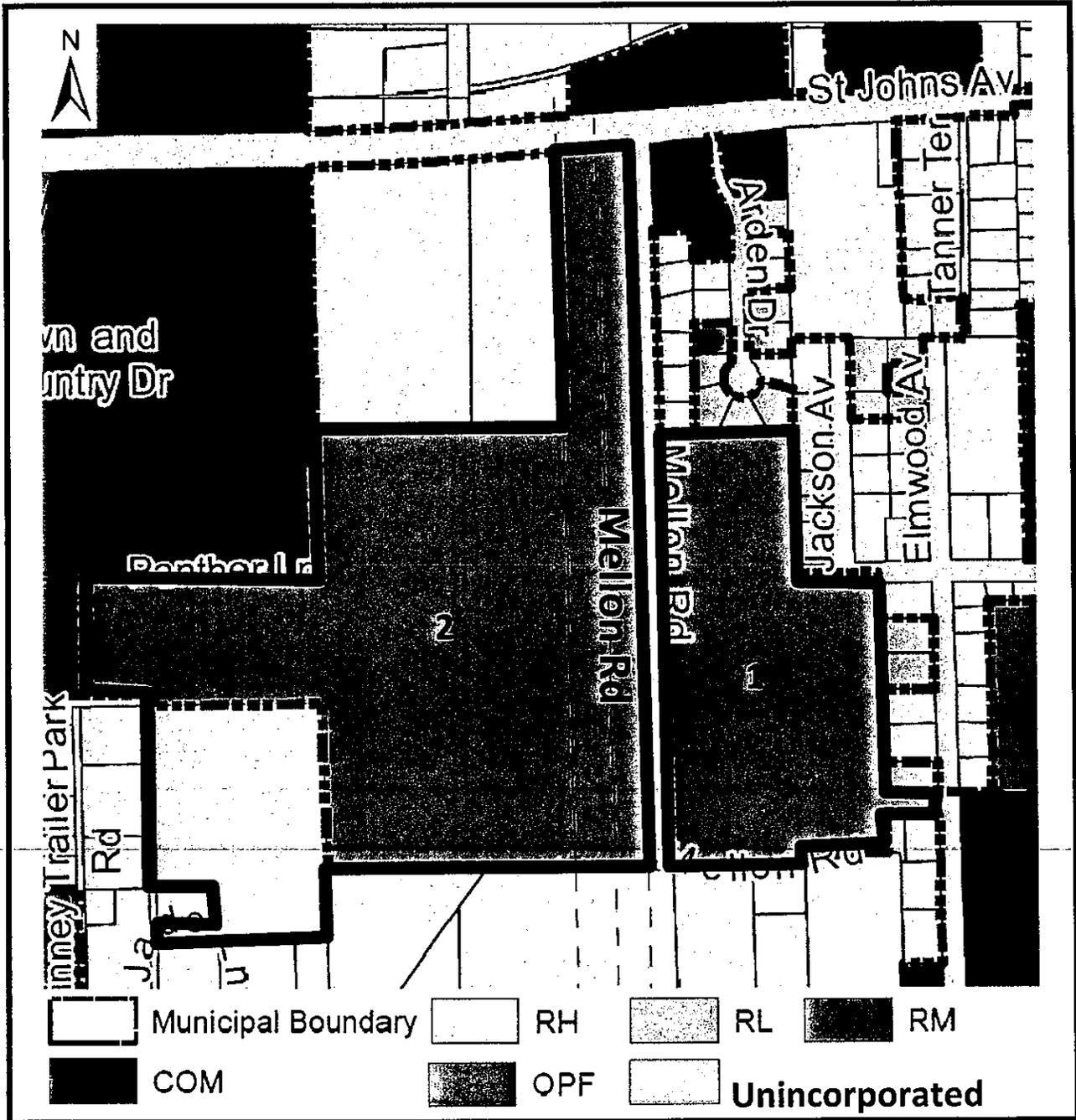
CITY OF PALATKA

By: \_\_\_\_\_  
Its Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

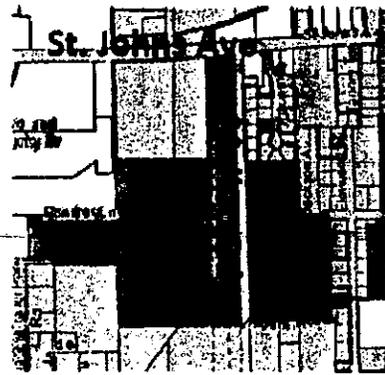
## Mellon Elem. School and Palatka High School



No.	Site(s)	Current FLUM	Proposed FLUM
1	Mellon Elem. School 301 Mellon Rd.	OPF	PB
2	Palatka High School 302 Mellon Rd.	OPF	PB

## LEGAL NOTICE

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 20 ACRES IN SIZE) IDENTIFIED AS 301 MELLON ROAD FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Mellon Elementary School) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.



PLEASE GOVERN  
YOURSELVES ACCORDINGLY.  
/s/ BETSY J. DRIGGERS  
CITY CLERK

✓

*Agenda  
Item*

*21*

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 20 ACRES IN SIZE) IDENTIFIED AS 1100 HUSSON AVENUE FROM RH (RESIDENTIAL, HIGH DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Moseley Elementary School)

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

WHEREAS, Section 163.3187(1)(c)4., Florida Statutes, as amended, provides that a local government within a rural area of critical economic concern may increase the 10-acre limit for small scale development amendments to 20 acres, and

WHEREAS, Section 163.3187(1)(b), Florida Statutes, as amended, provides that a local government may amend its adopted comprehensive plan to change the land uses of up to 120 acres by small scale amendments annually, and

WHEREAS, Section 163.3187(2), Florida Statutes, as amended, provides that small scale development amendments require only one public hearing before the governing board, which shall be an adoption hearing, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Small Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

TABLE 1  
ADOPTED SMALL SCALE AMENDMENTS

<u>Property Tax Number</u>	<u>Acreeage</u>	<u>Current Future</u> <u>Land Use</u>	<u>Amended</u> <u>Land Use</u>	<u>Future</u>
12-10-26-4030-0030-0010	14.6	Residential, High Density	Public Buildings and Grounds	

**DESCRIPTION OF PROPERTY:**

HUSSONS ADD TO PAL HTS MB1 P18 BLK 3 S1/2 OF LOTS 2 & 3 (EX OR921 P1062) LOT 8 BLK 4 PT OF LOT 4 BK206 P564 BK231 P46 BK234 P148 BK239 PP58 521 OR8 P15 OR115 P234 LOTS 5 6 (RIVER BREEZE ELEMENTARY SCHOOL #1 + ROLLIN REEDER FIELD)

**Section 3. 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 4. 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 5. 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 14<sup>th</sup> day of July, 2011.

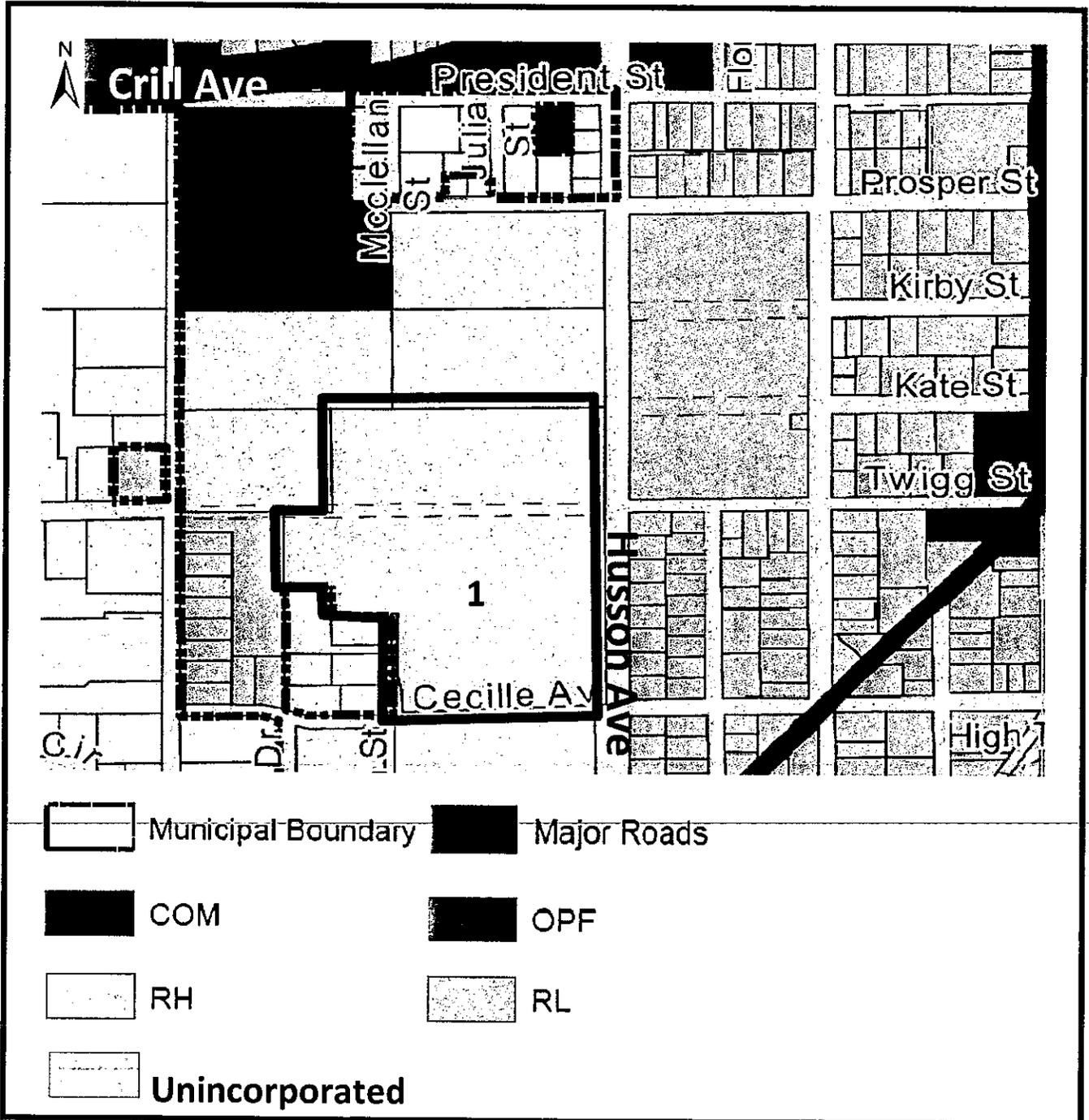
**CITY OF PALATKA**

By: \_\_\_\_\_  
Its Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk

# Moseley Elementary School

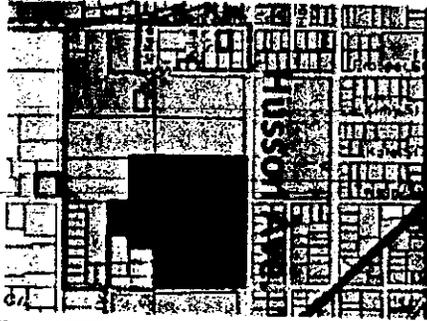


Site(s)	Current FLUM	Proposed FLUM
Moseley Elem. School 1100 Husson Ave.	RH	PB

## LEGAL NOTICE

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 20 ACRES IN SIZE) IDENTIFIED AS 1100 HUSSON AVENUE FROM RH (RESIDENTIAL, HIGH DENSITY) TO PB (PUBLIC BUILDINGS AND GROUNDS), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (Moseley Elementary School) at its next regular meeting to be held at 8:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with FS. 168.041.

PLEASE GOVERN  
YOURSELVES ACCORDINGLY.  
/s/ BETSY J. DRIGGERS  
CITY CLERK



# Agenda Item

22 a and b

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO CERTAIN PROPERTIES LOCATED IN SECTION 03, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS MUNICIPAL AIRPORT PARCEL NUMBERS 03-10-26-0000-0010-0000, 03-10-26-0000-0010-0040, 03-10-26-0000-0010-0060, FROM OFF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (AIRPORT)

WHEREAS, Subsection 163.3187(3), Florida Statutes, as amended, provides for the amendment of an adopted comprehensive plan, and

WHEREAS, Section 163.3187(3)(b)1-4, Florida Statutes, as amended, provides that the City Commission may transmit the proposed amendment ordinance and supporting data and analysis to state reviewing agencies and any other local government or governmental agency that has filed a written request with the governing body, and

WHEREAS, Section 163.3187(3)(b)2-4, Florida Statutes, as amended, provides that state agencies shall transmit to the City of Palatka comments regarding adverse impacts on important state resources and facilities by the amendments, and

WHEREAS, Section 163.3187(3)(c)1, Florida Statutes, as amended, provides that the City Commission shall hold a second public hearing to adopt the amendment within 180 days after receipt of agency comments, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Large Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

**TABLE 1**  
**ADOPTED LARGE SCALE AMENDMENT**

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Land Use</u>	<u>Future Land Use</u>	<u>Amended Land Use</u>	<u>Future Land Use</u>
03-10-26-0000-0010-0000	693.76	Other Facilities	Public Buildings and Grounds	Public Buildings and Grounds	Public Buildings and Grounds
03-10-26-0000-0010-0040	1.49	Other Facilities	Public Buildings and Grounds	Public Buildings and Grounds	Public Buildings and Grounds
03-10-26-0000-0010-0060	5.68	Other Facilities	Public Buildings and Grounds	Public Buildings and Grounds	Public Buildings and Grounds

**DESCRIPTION OF PROPERTY:**

03-10-26-0000-0010-0000:

N 1/2 OF SEC S OF RR (EX TR BK K 206 + THAT PT OF NW 1/4 OF NE 1/4 LYING BETWEEN G S + F RR + SR NO 28) N 1/2 OF SW 1/4 N 1/2 OF SE 1/4 OF SW1/4 SW 1/4 OF SE 1/4 OF SW 1/4 + W 1/2 OF SE 1/4 E 1/2 OF SW 1/4 OF SE1/4 (EX OR243 P578 OR376 P1974 OR1184 P307 OR1214 P77) & THAT PT OF 4-10-26 DESCRIBED IN BOUNDARY LINE AGR OR183 P177 (KAY LARKIN AIRPORT) (EX CITY ORD 89-1 & LEASE TO GARDEL PARCEL 3-10-26-0000- 0010-0040) (EX OR739 P556) (MOODY RD FIRE STATION IS ON THIS PARCEL) & PT OF SEC 4-10- 26 OR261 P458 (RUNWAY EXTENSION) OR774 P728 (RUNWAY 09 EXTENSION) & PT OF SEC 34-09-26 SW1/4 OF SW1/4 LYING S'LY OF G S & F RR BK137 P589 (EX SR100 & OR376 P1974) & SE1/4 OF SW1/4 LYING S'LY OF SR100 BK139 P120 & ENTRANCE TO AIRPORT LYING IN SEC 34

03-10-26-0000-0010-0040

PT OF W1/2 OF SEC DESCRIBED IN EARL WALLACE SURVEY

03-10-26-0000-0010-0060

PT OF SW1/4 SEC 3 + PT OF SE1/4 SEC 4 OR1184 P307

**Section 3. 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 4. 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 5. Effective date**

This Ordinance shall become effective thirty-one (31) days after notification by the state land planning agency notifies the City of Palatka that the plan amendment is complete, or if timely challenged when the state land planning agency or the Administration Commission enters a final order determining the adopted amendment to be in compliance.

**PASSED AND ADOPTED** by the City Commission of the City of Palatka on this \_\_\_ day of \_\_\_\_, 2011.

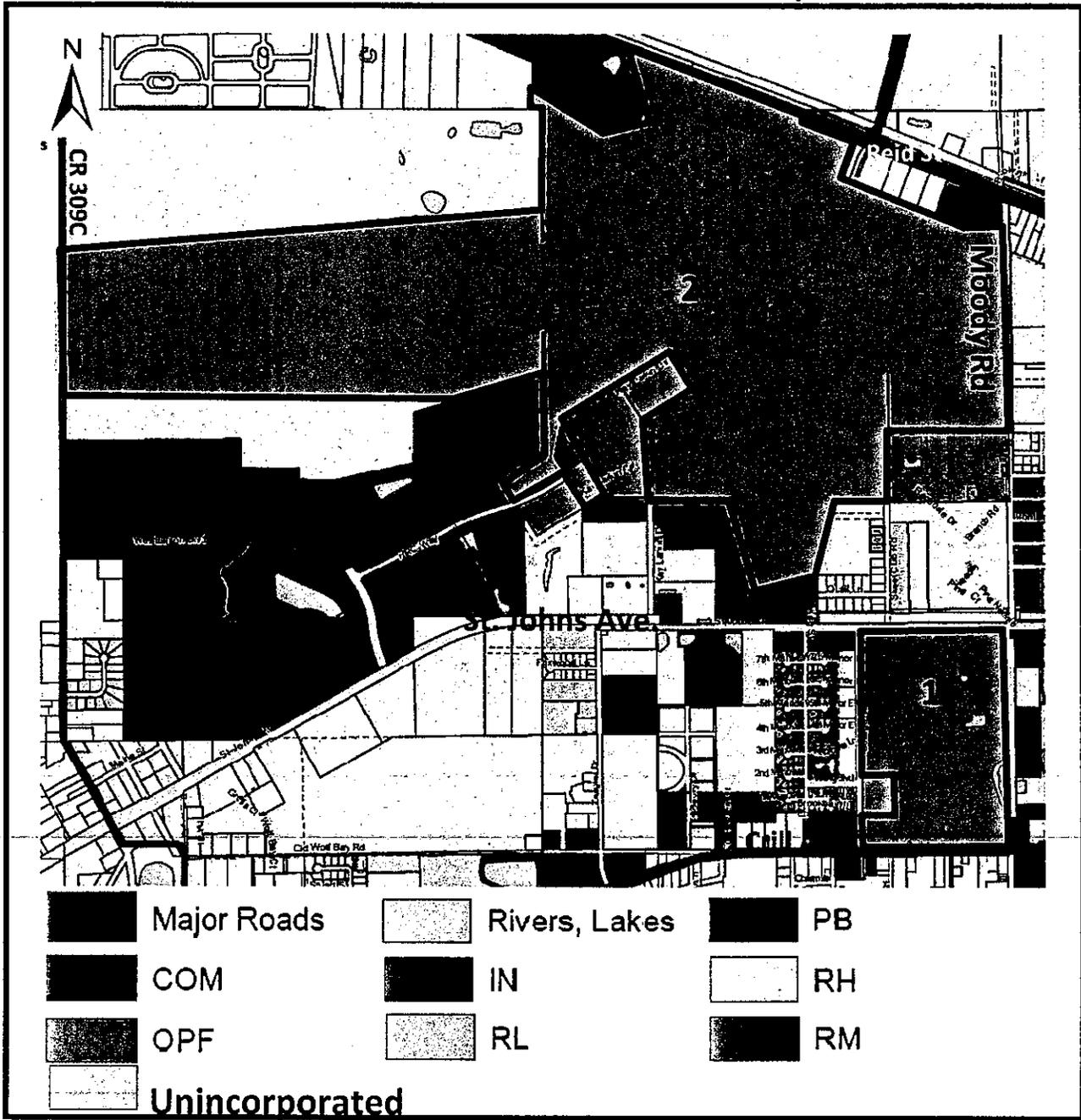
**CITY OF PALATKA**

By: \_\_\_\_\_  
Its Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

## St. Johns River Comm. Coll. and Airport



No.	Site(s)	Current FLUM	Proposed FLUM
1	St. Johns River Comm. Coll. 5001 St. Johns Ave.	OPF	PB
2	Airport (Multiple Parcels) SR 100/Moody Rd.	OPF, IN	PB

# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO CERTAIN PROPERTIES LOCATED IN SECTION 03, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS MUNICIPAL AIRPORT, PARCEL NUMBERS 03-10-26-0000-0010-0000, 03-10-26-0000-0010-0040, 03-10-26-0000-0010-0060, FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (AIRPORT) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida.

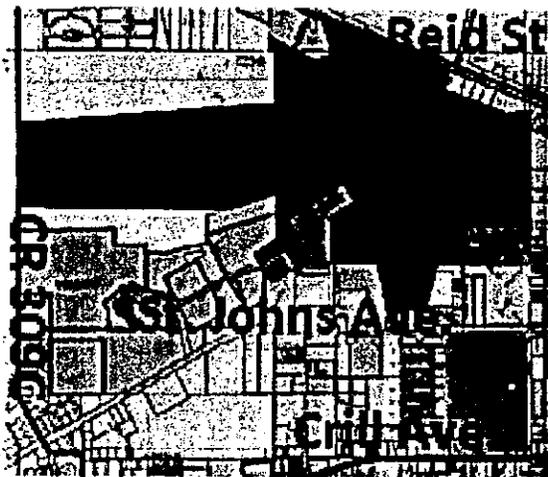


NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED WITH RESPECT TO CERTAIN PROPERTIES LOCATED IN SECTION 03, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE), IDENTIFIED AS PARCEL NUMBERS 03-10-26-0000-0010-0000, 03-10-26-0000-0010-0040, 03-10-26-0000-0010-0060, FROM M-1 (LIGHT INDUSTRIAL) TO AP-1 (AIRPORT) AND AP-2 (AIRPORT RELATED); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (AIRPORT) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida.

Said proposed ordinances may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK



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

ORDINANCE NO. 11 -

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 LOCATED IN SECTION 03, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS MUNICIPAL AIRPORT PARCEL NUMBERS 03-10-26-0000-0010-0000, 03-10-26-0000-0010-0040, 03-10-26-0000-0010-0060, FROM M-1 (LIGHT INDUSTRIAL) TO AP-1 (AIRPORT) AND AP-2 (AIRPORT RELATED); PROVIDING FOR SEVERABILITY 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 Building and Zoning Department, 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 Board of the City of Palatka on June 7, 2011, and two public hearings before the City Commission of the City of Palatka on July 14, 2011, and August 25, 2011, 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 C-1 (General Commercial) to PBG-1 (Public Buildings and Grounds).

**DESCRIPTION OF PROPERTY:**

AP-1: an area consisting of the outermost of those lines:

- (1) a line located 75 feet outbound from a parallel to taxiway centerlines;
- (2) a line located 25 feet from and parallel to apron or tiedown areas; and
- (3) a line in line with runways and within the established hazard zone

AP-2: all other areas within airport not within AP-1

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.

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PASSED AND ADOPTED by the City Commission of the City of Palatka on this 25<sup>th</sup> day of August, 2011.

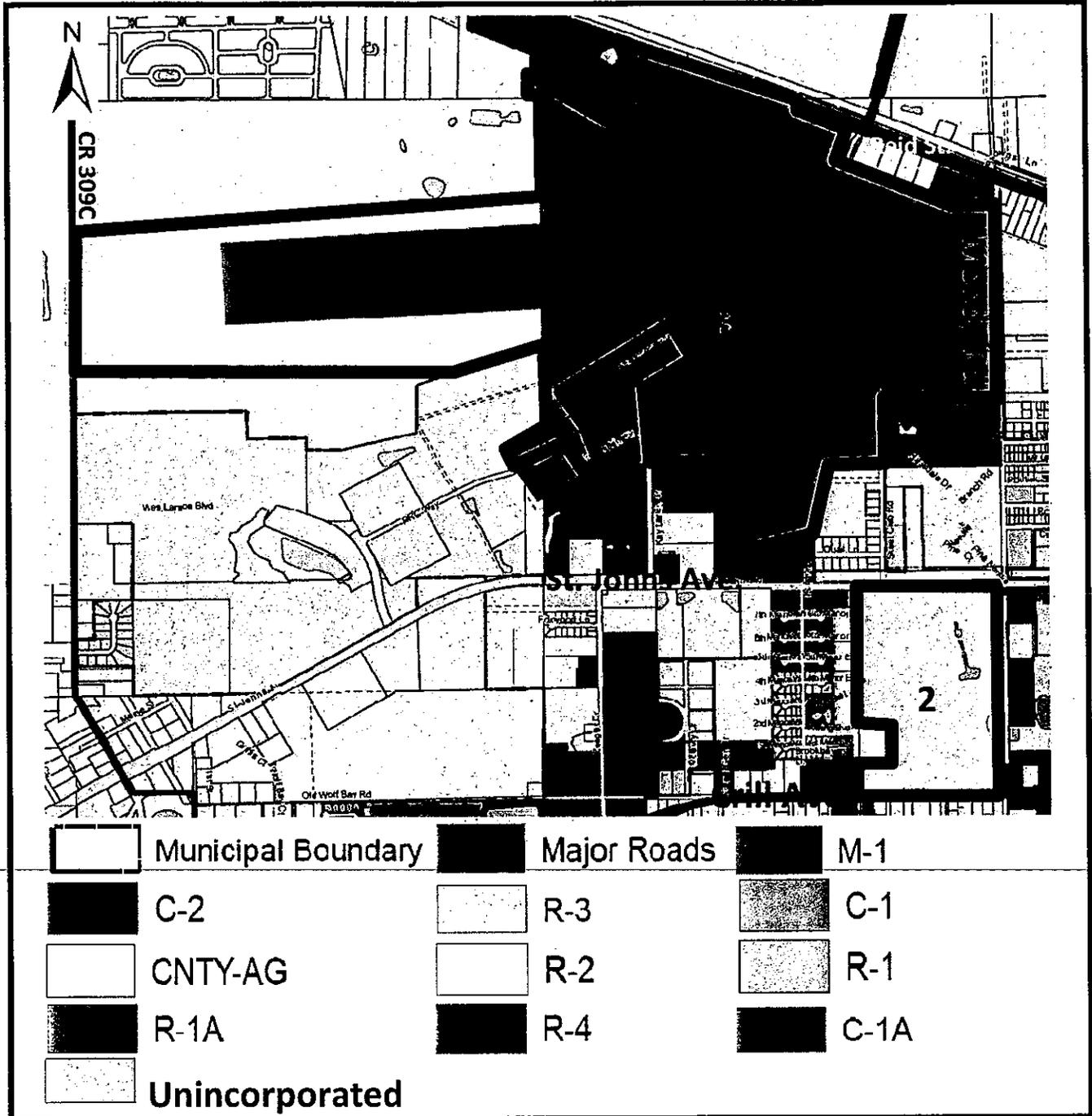
CITY OF PALATKA

BY: \_\_\_\_\_  
Its MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

# St. Johns River Community College and Airport



No.	Site(s)	Current Zoning	Proposed Zoning
2	St. Johns River Comm. Coll. 5001 St. Johns Ave.	R-3	PBG-1
3	Airport (Multiple Parcels) SR 100/Moody Rd.	M-1	AP-1 & AP-2

# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO CERTAIN PROPERTIES LOCATED IN SECTION 03, TOWNSHIP 10 SOUTH, RANGE 28 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS MUNICIPAL AIRPORT, PARCEL NUMBERS 03-10-26-0000-0010-0000, 03-10-26-0000-0010-0040, 03-10-26-0000-0010-0060, FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (AIRPORT) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida.

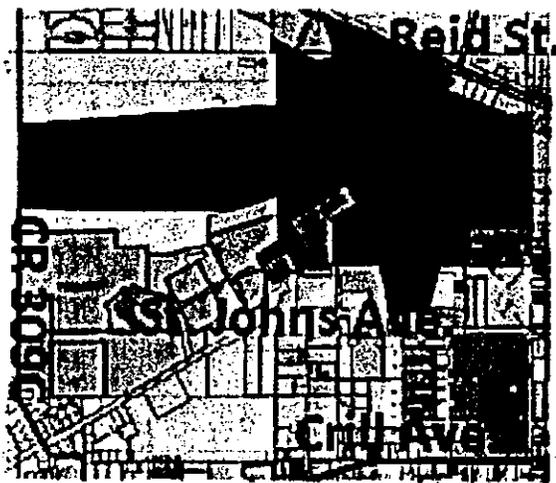


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Said proposed ordinances may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK



*Agenda  
Item*

23

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 01, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS 1100 NORTH 19<sup>TH</sup> STREET, FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (JENKINS MIDDLE SCHOOL)

WHEREAS, Subsection 163.3187(3), Florida Statutes, as amended, provides for the amendment of an adopted comprehensive plan, and

WHEREAS, Section 163.3187(3)(b)1-4, Florida Statutes, as amended, provides that the City Commission may transmit the proposed amendment ordinance and supporting data and analysis to state reviewing agencies and any other local government or governmental agency that has filed a written request with the governing body, and

WHEREAS, Section 163.3187(3)(b)2-4, Florida Statutes, as amended, provides that state agencies shall transmit to the City of Palatka comments regarding adverse impacts on important state resources and facilities by the amendments, and

WHEREAS, Section 163.3187(3)(c)1, Florida Statutes, as amended, provides that the City Commission shall hold a second public hearing to adopt the amendment within 180 days after receipt of agency comments, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Large Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

**TABLE 1  
ADOPTED LARGE SCALE AMENDMENT**

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Land Use</u>	<u>Future Land Use</u>	<u>Amended Land Use</u>	<u>Future Land Use</u>
01-10-26-0000-0430-0000	37.09	Other Facilities	Public Buildings	Public Buildings and Grounds	

**DESCRIPTION OF PROPERTY:**

PT OF LOT 1 BK90 P518 (EX OR17 P549) + S482 FT OF LOT 1 SEC 1 + LOT 4 SEC 6-10-27 THAT LIES BETWEEN ACL RR + BRICK RD (EX OR204 P673) (JENKINS MIDDLE SCHOOL)

**Section 3. 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 4. 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 5. Effective date**

This Ordinance shall become effective thirty-one (31) days after notification by the state land planning agency notifies the City of Palatka that the plan amendment is complete, or if timely challenged when the state land planning agency or the Administration Commission enters a final order determining the adopted amendment to be in compliance.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

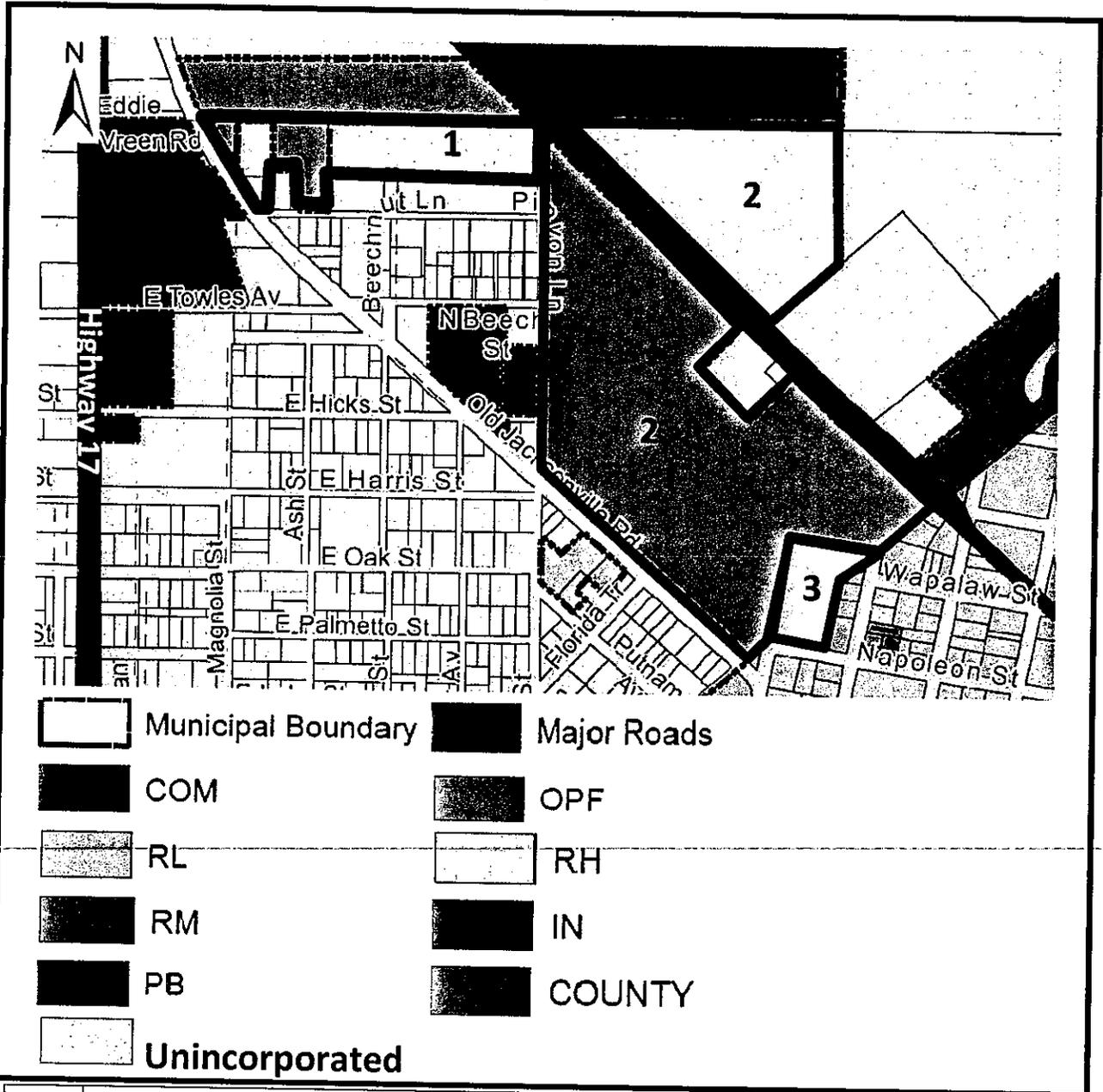
**CITY OF PALATKA**

By: \_\_\_\_\_  
Its Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk

# James A. Long Elem. School



No.	Site(s)	Current FLUM	Proposed FLUM
1	James A. Long Elem. School 1400 Old Jacksonville Rd.	OPF	PB
2	Jenkins Middle School 1100 N 19 <sup>th</sup> St. (School)	OPF	PB
3	Jenkins Middle School 1900 Napoleon St. (gym)	RH	PB

# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

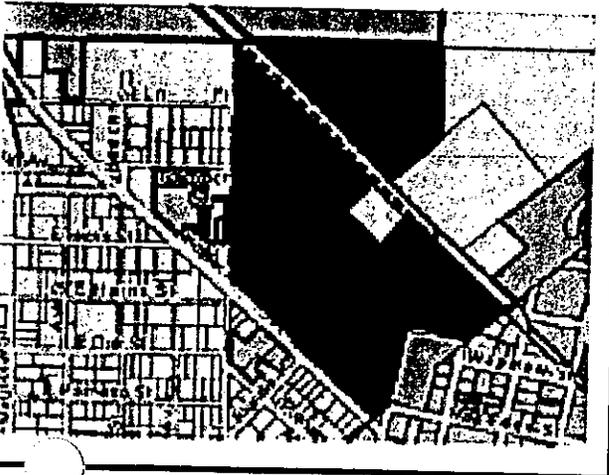
NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 01, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS 1100 NORTH 19TH STREET, FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (JENKINS MIDDLE SCHOOL) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at a certain time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

OK  
CB

SP  
Buildings

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK



# Agenda Item

24 a and b

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS 2900 CRILL AVENUE, FROM OFF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (OAK HILL CEMETERY EAST)

WHEREAS, Subsection 163.3187(3), Florida Statutes, as amended, provides for the amendment of an adopted comprehensive plan, and

WHEREAS, Section 163.3187(3)(b)1-4, Florida Statutes, as amended, provides that the City Commission may transmit the proposed amendment ordinance and supporting data and analysis to state reviewing agencies and any other local government or governmental agency that has filed a written request with the governing body, and

WHEREAS, Section 163.3187(3)(b)2-4, Florida Statutes, as amended, provides that state agencies shall transmit to the City of Palatka comments regarding adverse impacts on important state resources and facilities by the amendments, and

WHEREAS, Section 163.3187(3)(c)1, Florida Statutes, as amended, provides that the City Commission shall hold a second public hearing to adopt the amendment within 180 days after receipt of agency comments, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Large Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

**TABLE 1  
ADOPTED LARGE SCALE AMENDMENT**

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Land Use</u>	<u>Future Land Use</u>	<u>Amended Land Use</u>	<u>Future Land Use</u>
12-10-26-0000-0410-0000	21.09	Other Facilities	Public Buildings	Public and Grounds	Buildings

**DESCRIPTION OF PROPERTY:**

SW1/4 OF NW1/4 (EX BK223 P245 OR267 P141RD) (SUBJECT TO FPL ESMT OR 1093 P1757) (OAK HILL CEMETERY)

**Section 3. 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 4. 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 5. Effective date**

This Ordinance shall become effective thirty-one (31) days after notification by the state land planning agency notifies the City of Palatka that the plan amendment is complete, or if timely challenged when the state land planning agency or the Administration Commission enters a final order determining the adopted amendment to be in compliance.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this \_\_\_ day of \_\_\_, 2011.

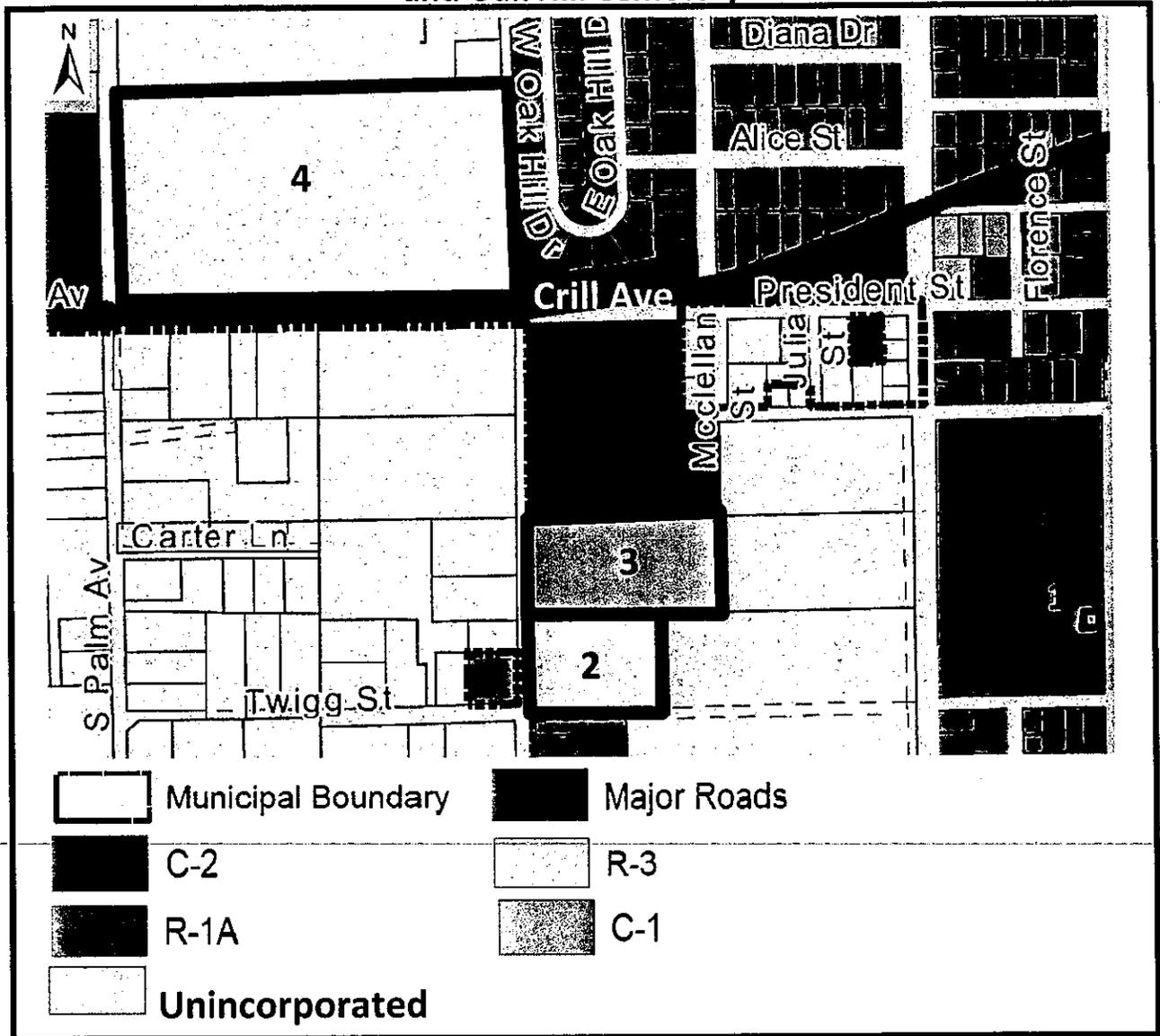
CITY OF PALATKA

By: \_\_\_\_\_  
Its Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

## City Lift Station, Edgar Johnson Senior Center, ARC of Putnam County and Oak Hill Cemetery



No.	Site(s)	Current FLUM	Proposed FLUM
1	City Lift Station 1216 Cleveland Ave.	RL	PB
2	Edgar Johnson Senior Center 1215 Westover Dr.	RH	PB
3	ARC of Putnam County 1215 Westover Dr.	RH	PB
4	Oak Hill Cemetery 2900 Crill Ave.	OPF	PB

# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

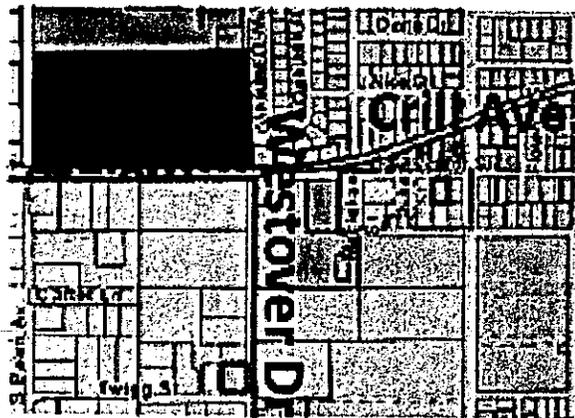
NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO CERTAIN PROPERTY LOCATED IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS 2900 CRILL AVENUE, FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (OAK HILL CEMETERY) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida.

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: 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 LOCATED IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE), IDENTIFIED AS 2900 CRILL AVENUE, FROM R-3 (MULTI-FAMILY RESIDENTIAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (OAK HILL CEMETERY) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida.

Said proposed ordinances may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK



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

ORDINANCE NO. 11 -

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 LOCATED IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST, IDENTIFIED AS 2900 CRILL AVENUE, FROM R-3 (MULTI-FAMILY RESIDENTIAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY 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 Building and Zoning Department, 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 Board of the City of Palatka on June 7, 2011, and two public hearings before the City Commission of the City of Palatka on July 14, 2011, and August 25, 2011, 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 R-3 (Multi-Family Residential) to PBG-1 (Public Buildings and Grounds).

DESCRIPTION OF PROPERTY:

SW1/4 OF NW1/4 (EX BK223 P245 OR267 P141RD) (SUBJECT TO FPL ESMT OR 1093 P1757) (OAK HILL CEMETERY)

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 25<sup>th</sup> day of August, 2011.

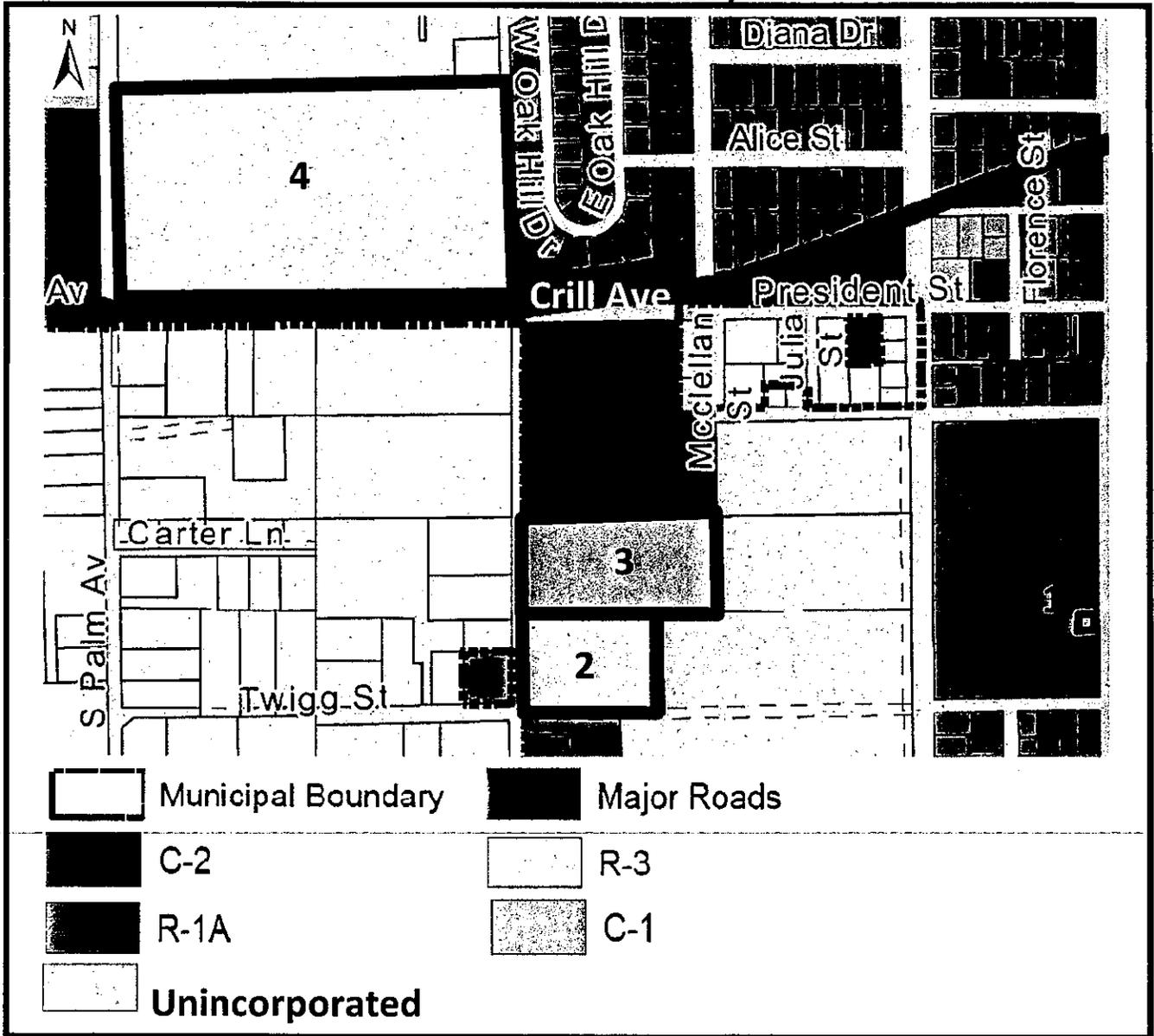
CITY OF PALATKA

BY: \_\_\_\_\_  
Its MAYOR

ATTEST:

City Clerk

## City Lift Station, Edgar Johnson Senior Center, ARC of Putnam County and Oak Hill Cemetery



No.	Site(s)	Current Zoning	Proposed Zoning
1	City Lift Station 1216 Cleveland Ave.	R-1A	R-1A
2	Edgar Johnson Senior Center 1215 Westover Dr.	R-3	PBG-1
3	ARC of Putnam County 1215 Westover Dr.	C-1	PBG-1
4	Oak Hill Cemetery 2900 Crill Ave.	C-1	PBG-1

# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO CERTAIN PROPERTY LOCATED IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS 2900 CRILL AVENUE, FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (OAK HILL CEMETERY) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida.

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: 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 LOCATED IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE), IDENTIFIED AS 2900 CRILL AVENUE, FROM R-3 (MULTI-FAMILY RESIDENTIAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (OAK HILL CEMETERY) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida.

~~Said proposed ordinances may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.~~

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK



*Agenda  
Item*

25

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 11, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS 302 MELLON ROAD, FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (PALATKA HIGH SCHOOL)

WHEREAS, Subsection 163.3187(3), Florida Statutes, as amended, provides for the amendment of an adopted comprehensive plan, and

WHEREAS, Section 163.3187(3)(b)1-4, Florida Statutes, as amended, provides that the City Commission may transmit the proposed amendment ordinance and supporting data and analysis to state reviewing agencies and any other local government or governmental agency that has filed a written request with the governing body, and

WHEREAS, Section 163.3187(3)(b)2-4, Florida Statutes, as amended, provides that state agencies shall transmit to the City of Palatka comments regarding adverse impacts on important state resources and facilities by the amendments, and

WHEREAS, Section 163.3187(3)(c)1, Florida Statutes, as amended, provides that the City Commission shall hold a second public hearing to adopt the amendment within 180 days after receipt of agency comments, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Large Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

**TABLE 1  
ADOPTED LARGE SCALE AMENDMENT**

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Land Use</u>	<u>Future Land Use</u>	<u>Amended Land Use</u>	<u>Future Land Use</u>
11-10-26-0000-0142-0000	41.50	Other Facilities	Public Buildings	Public Buildings and Grounds	

**DESCRIPTION OF PROPERTY:**

E1/2 OF N1/2 OF N1/2 OF SE1/4 OF NW1/4, PT OF NW1/4 OF NE1/4 OR171 PP650 654 (EX OR37 P499 RD OR16 P381 RD RR OR117 PP645 648 OR171 P670 OR172 P358 OR205 P694 OR210 P630 OR253 P12) + PT OF SE1/4 OF NW1/4 BK215 P596 BK225 P392 BK240 P335 + PT OF E1/2 OF NW1/4 BK65 P198 (EX BK215 P596 BK224 P348 BK226 P21 BK240 P335 OR43 P298 OR170 P209) + PT OF W1/2 OF NE1/4 OR43 P263 (PALATKA HIGH SCHOOL) (SUBJECT TO FPL ESMT BK238 P264)

**Section 3. 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 4. 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 5. Effective date**

This Ordinance shall become effective thirty-one (31) days after notification by the state land planning agency notifies the City of Palatka that the plan amendment is complete, or if timely challenged when the state land planning agency or the Administration Commission enters a final order determining the adopted amendment to be in compliance.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this \_\_\_ day of \_\_\_, 2011.

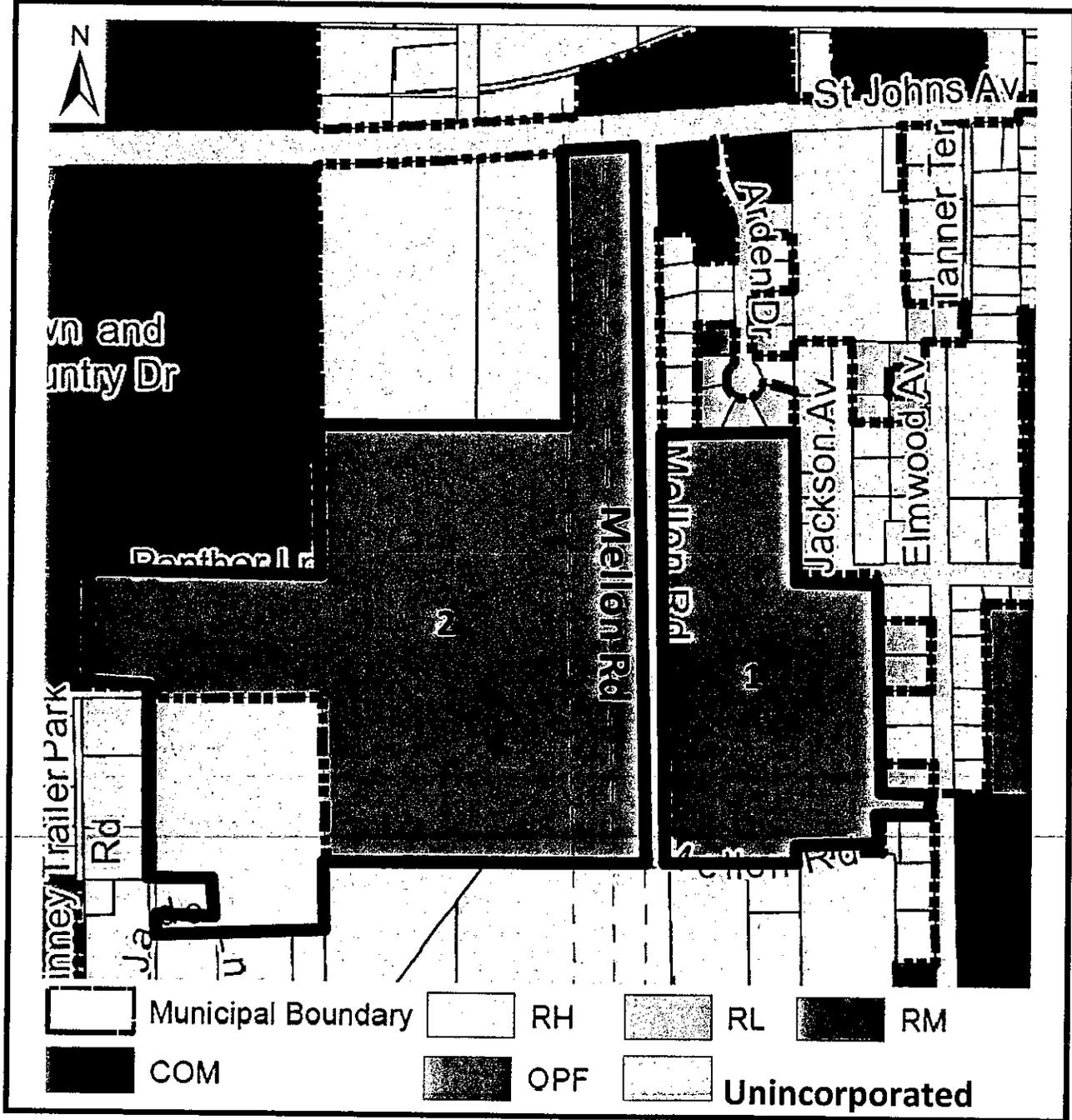
CITY OF PALATKA

By: \_\_\_\_\_  
Its Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

# Mellon Elem. School and Palatka High School



No.	Site(s)	Current FLUM	Proposed FLUM
1	Mellon Elem. School 301 Mellon Rd.	OPF	PB
2	Palatka High School 302 Mellon Rd.	OPF	PB

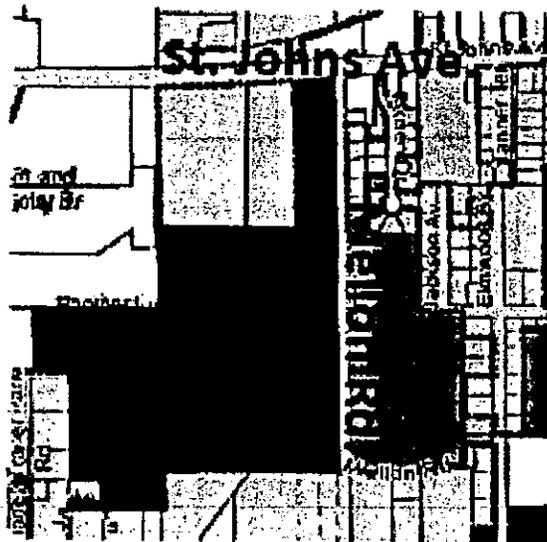
# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 11, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS 302 MELLON ROAD, FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (PALATKA HIGH SCHOOL) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

OK  
[Signature]

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK



Agenda  
Item

26 a and b

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 37, TOWNSHIP 09 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS PARCEL NUMBER 37-09-26-0000-0070-0000, LOCATED ON ORIE GRIFFIN BOULEVARD, FROM OFF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (SHERIFF'S OFFICE AND JAIL)

WHEREAS, Subsection 163.3187(3), Florida Statutes, as amended, provides for the amendment of an adopted comprehensive plan, and

WHEREAS, Section 163.3187(3)(b)1-4, Florida Statutes, as amended, provides that the City Commission may transmit the proposed amendment ordinance and supporting data and analysis to state reviewing agencies and any other local government or governmental agency that has filed a written request with the governing body, and

WHEREAS, Section 163.3187(3)(b)2-4, Florida Statutes, as amended, provides that state agencies shall transmit to the City of Palatka comments regarding adverse impacts on important state resources and facilities by the amendments, and

WHEREAS, Section 163.3187(3)(c)1, Florida Statutes, as amended, provides that the City Commission shall hold a second public hearing to adopt the amendment within 180 days after receipt of agency comments, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Large Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

**TABLE 1  
ADOPTED LARGE SCALE AMENDMENT**

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Land Use</u>	<u>Future Land Use</u>	<u>Amended Land Use</u>	<u>Future Land Use</u>
37-09-26-0000-0070-0000	38.79	Other Facilities	Public	Public Buildings and Grounds	

**DESCRIPTION OF PROPERTY:**

STINWILL SUBURBAN FARMS MB2 P39 PT OF LOTS 50 51 + 52 OR414 P80 (EX OR1141 P907) (PUTNAM COUNTY JAIL) (MAP SHEET 35/37F/37E)

**Section 3. 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 4. 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 5. Effective date**

This Ordinance shall become effective thirty-one (31) days after notification by the state land planning agency notifies the City of Palatka that the plan amendment is complete, or if timely challenged when the state land planning agency or the Administration Commission enters a final order determining the adopted amendment to be in compliance.

**PASSED AND ADOPTED** by the City Commission of the City of Palatka on this \_\_\_ day of \_\_\_\_, 2011.

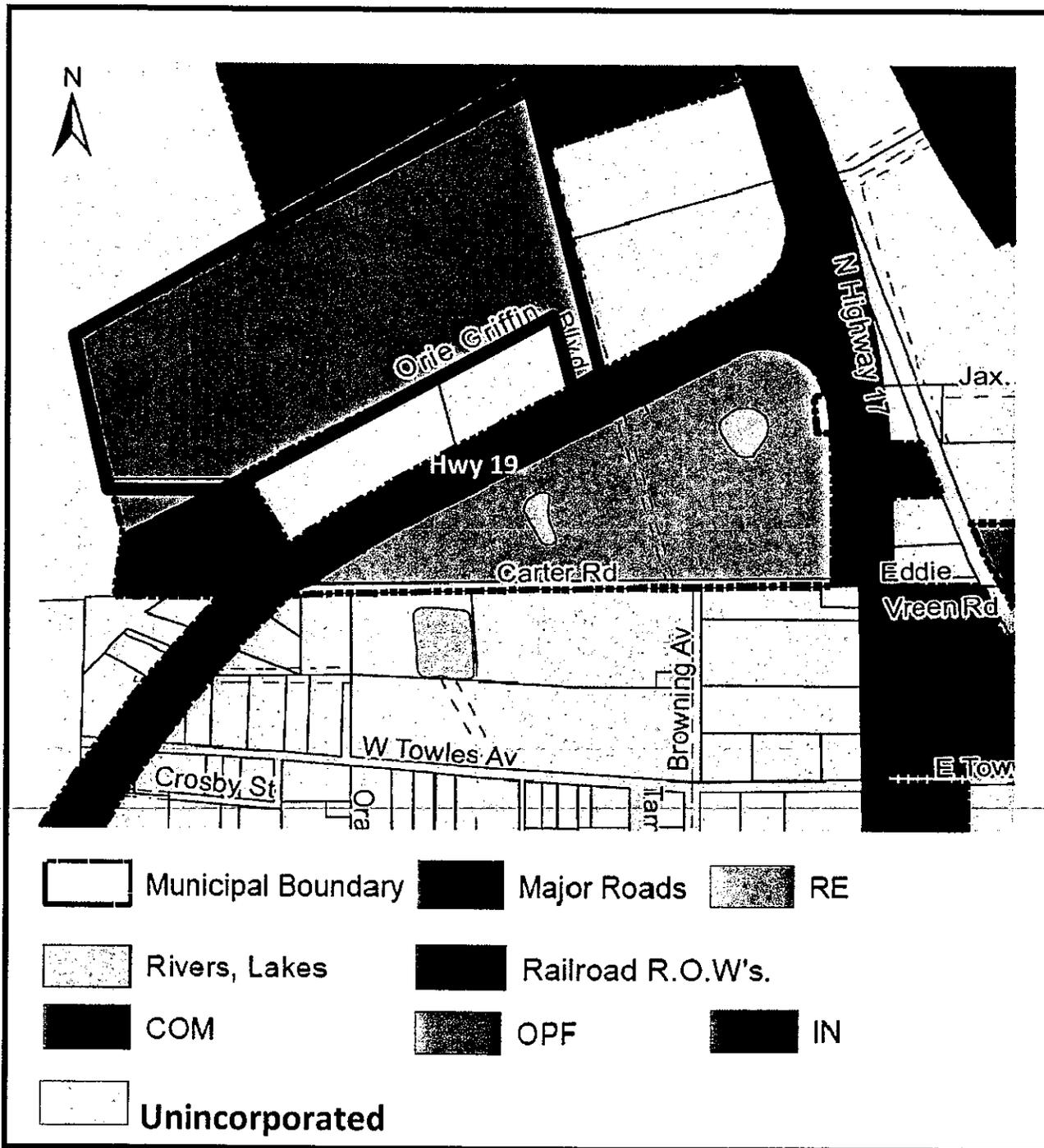
**CITY OF PALATKA**

By: \_\_\_\_\_  
Its Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk

## Sheriff's Office & Jail



Site	Current FLUM	Proposed FLUM
Sheriff's Office & Jail 130 Orié Griffen Blvd.	OPF	PB

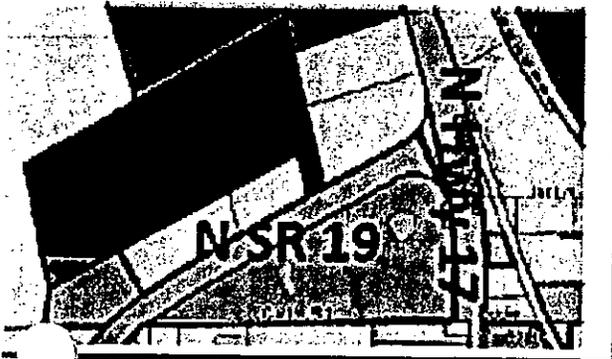
# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

It is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 37, TOWNSHIP 09 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS PARCEL NUMBER 37-09-26-0000-0070-0000, LOCATED ON ORIE GRIFFIN BOULEVARD, FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (SHERIFF'S OFFICE AND JAIL) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida.

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: 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 37, TOWNSHIP 09 SOUTH, RANGE 26 EAST, IDENTIFIED AS PARCEL NUMBER 37-09-26-0000-0070-0000, LOCATED ON ORIE GRIFFIN BOULEVARD FROM C-2 (INTENSIVE COMMERCIAL) TO PBG-2 (OTHER PUBLIC FACILITIES); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (SHERIFF'S OFFICE AND JAIL) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida.

Said proposed ordinances may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 66.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.  
/s/ BETSY J. DRIGGERS  
CITY CLERK



✓

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

ORDINANCE NO. 11 -

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 LOCATED IN SECTION 37, TOWNSHIP 09 SOUTH, RANGE 26 EAST (IDENTIFIED AS PARCEL NUMBER 37-09-26-0000-0070-0000, LOCATED ON ORIE GRIFFIN BOULEVARD, FROM C-2 (INTENSIVE COMMERCIAL) TO PBG-2 (OTHER PUBLIC FACILITIES); PROVIDING FOR SEVERABILITY 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 Building and Zoning Department, 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 Board of the City of Palatka on June 7, 2011, and two public hearings before the City Commission of the City of Palatka on July 14, 2011, and August 25, 2011, 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 C-2 (Intensive Commercial) to PBG-2 (Other Public Facilities).

DESCRIPTION OF PROPERTY:

STINWILL SUBURBAN FARMS MB2 P39 PT OF LOTS 50 51 + 52 OR414 P80 (EX OR1141 P907) (PUTNAM COUNTY JAIL) (MAP SHEET 35/37F/37E)

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 25<sup>th</sup> day of August, 2011.

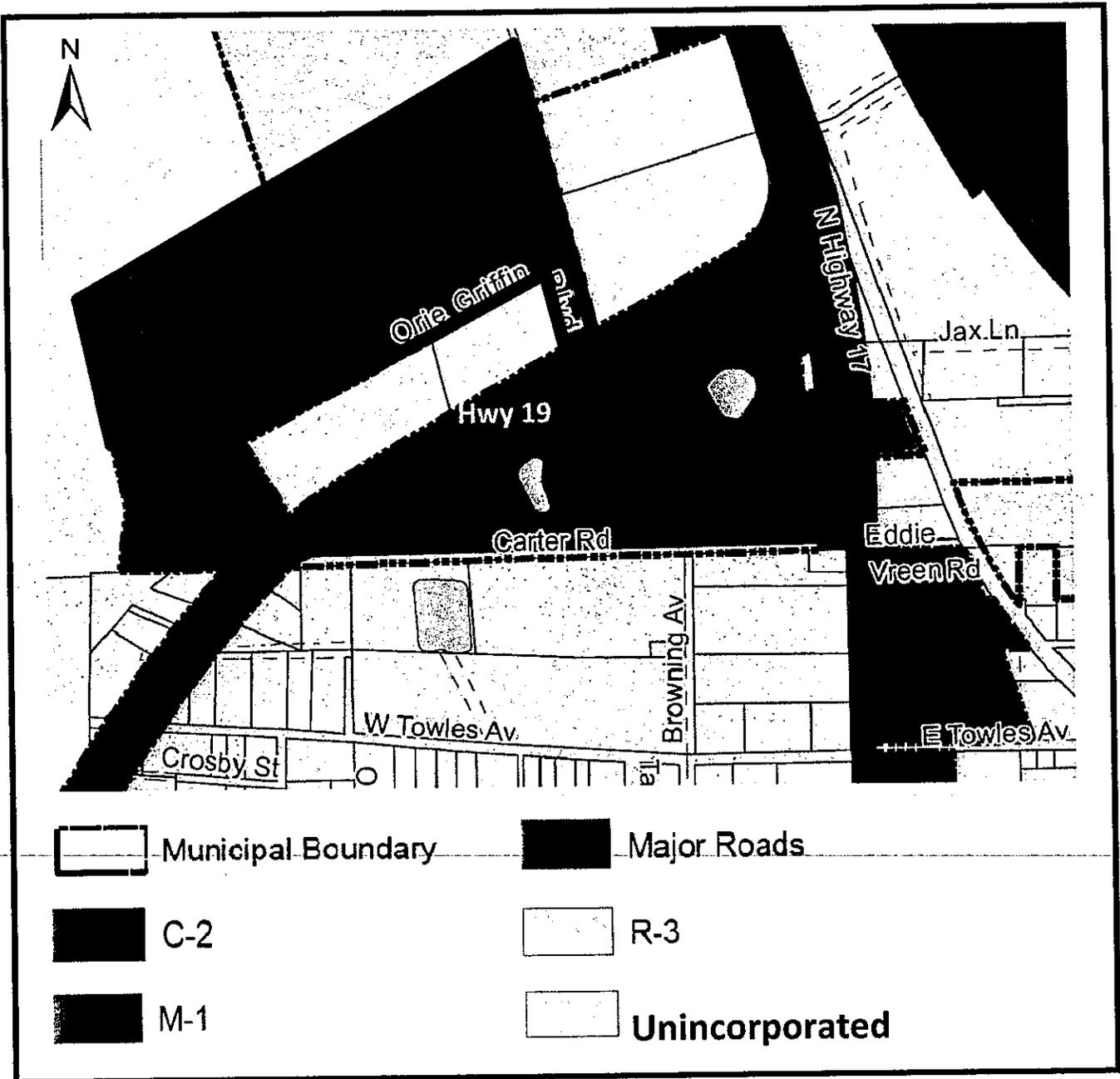
CITY OF PALATKA

BY: \_\_\_\_\_  
Its MAYOR

ATTEST:

City Clerk

## Sheriff's Office & Jail



Site	Current Zoning	Proposed Zoning
Sheriff's Office & Jail 130 Orié Griffen Blvd.	C-2	PBG-2

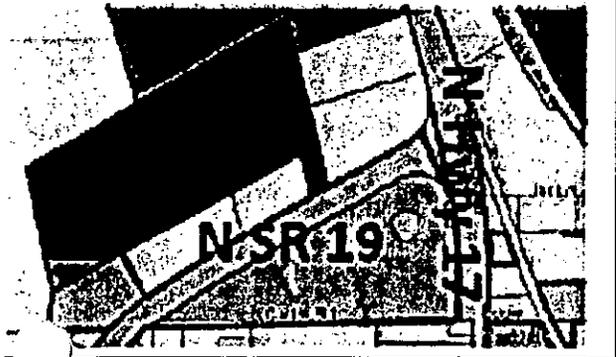
# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 37, TOWNSHIP 09 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS PARCEL NUMBER 37-09-26-0000-0070-0000, LOCATED ON ORIE GRIFFIN BOULEVARD, FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (SHERIFF'S OFFICE AND JAIL) at its next regular meeting to be held at 6:00 a.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida.

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: 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 37, TOWNSHIP 09 SOUTH, RANGE 26 EAST, IDENTIFIED AS PARCEL NUMBER 37-09-26-0000-0070-0000, LOCATED ON ORIE GRIFFIN BOULEVARD FROM C-2 (INTENSIVE COMMERCIAL) TO PBG-2 (OTHER PUBLIC FACILITIES); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (SHERIFF'S OFFICE AND JAIL) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida.

Said proposed ordinances may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 66.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.  
/s/ BETSY J. DRIGGERS  
CITY CLERK



✓

Agenda  
Item

27 a and b

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO CERTAIN PROPERTY LOCATED IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS 5001 ST. JOHNS AVENUE, FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (ST. JOHNS RIVER STATE COLLEGE)

WHEREAS, Subsection 163.3187(3), Florida Statutes, as amended, provides for the amendment of an adopted comprehensive plan, and

WHEREAS, Section 163.3187(3)(b)1-4, Florida Statutes, as amended, provides that the City Commission may transmit the proposed amendment ordinance and supporting data and analysis to state reviewing agencies and any other local government or governmental agency that has filed a written request with the governing body, and

WHEREAS, Section 163.3187(3)(b)2-4, Florida Statutes, as amended, provides that state agencies shall transmit to the City of Palatka comments regarding adverse impacts on important state resources and facilities by the amendments, and

WHEREAS, Section 163.3187(3)(c)1, Florida Statutes, as amended, provides that the City Commission shall hold a second public hearing to adopt the amendment within 180 days after receipt of agency comments, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Large Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use 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.

**TABLE 1  
ADOPTED LARGE SCALE AMENDMENT**

<u>Property Tax Number</u>	<u>Acreage</u>	<u>Current Land Use</u>	<u>Future Land Use</u>	<u>Amended Land Use</u>	<u>Future Land Use</u>
10-10-26-0000-0010-0000	87.49	Other Facilities	Public Buildings	Public Buildings and Grounds	

**DESCRIPTION OF PROPERTY:**

NE1/4 (EX BK66 P529 BK104 P563 OR4 P328 OR178 PP43 45 MOODY RD ST JOHNS AVE MB5 P78) (EX OR486 P144,N 455FT OF S 850.50FT OF E 387FT OF N1/2 OF SECTION LYING E OF JR COLLEGE RD OR855 P1030RD) (SUBJECT TO ESMT OR913 P1474) (SUBJECT TO CLAY ELECT ESMT OR1184 P470)

**Section 3. 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 4. 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 5. Effective date**

This Ordinance shall become effective thirty-one (31) days after notification by the state land planning agency notifies the City of Palatka that the plan amendment is complete, or if timely challenged when the state land planning agency or the Administration Commission enters a final order determining the adopted amendment to be in compliance.

~~PASSED AND ADOPTED~~ by the City Commission of the City of Palatka on this \_\_\_ day of \_\_\_, 2011.

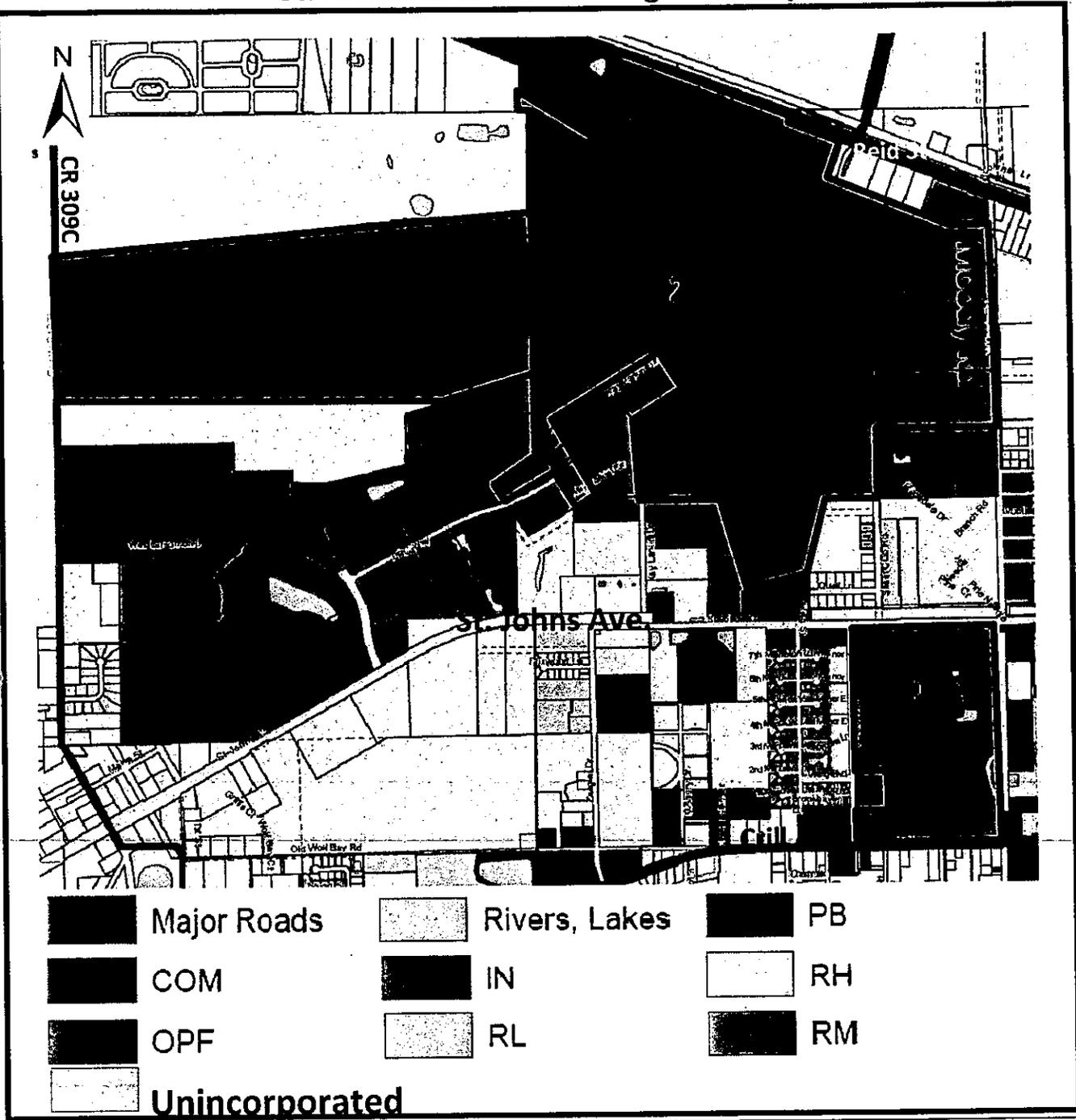
**CITY OF PALATKA**

By: \_\_\_\_\_  
Its Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk

# St. Johns River State College and Airport



No.	Site(s)	Current FLUM	Proposed FLUM
1	St. Johns River Comm. Coll. 5001 St. Johns Ave.	OPF	PB
2	Airport (Multiple Parcels) SR 100/Moody Rd.	OPF, IN	PB

# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO CERTAIN PROPERTY LOCATED IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS 5001 ST. JOHNS AVENUE, FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (ST. JOHNS RIVER STATE COLLEGE) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida.

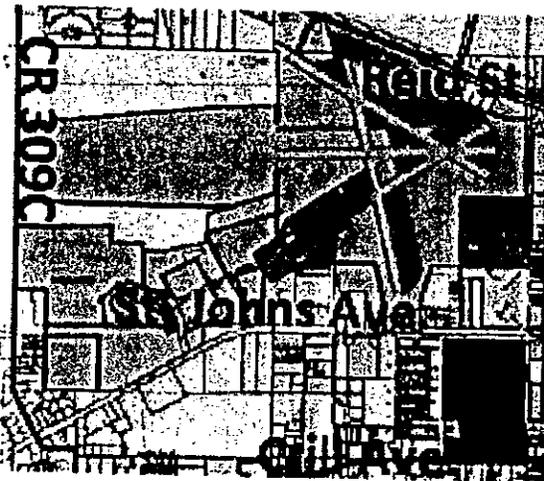
OK  
[Signature]

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED WITH RESPECT TO CERTAIN PROPERTIES LOCATED IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE), IDENTIFIED AS 5001 ST. JOHNS AVENUE, FROM R-3 (MULTI-FAMILY RESIDENTIAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (ST. JOHNS RIVER STATE COLLEGE) at its next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida.

Said proposed ordinances may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK



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

ORDINANCE NO. 11 -

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 LOCATED IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS 5001 ST. JOHNS AVENUE, FROM R-3 (MULTI-FAMILY RESIDENTIAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY 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 Building and Zoning Department, 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 Board of the City of Palatka on June 7, 2011, and two public hearings before the City Commission of the City of Palatka on July 14, 2011, and August 25, 2011, 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 R-3 (Multi-Family Residential) to PBG-1 (Public Buildings and Grounds).

DESCRIPTION OF PROPERTY:

NE1/4 (EX BK66 P529 BK104 P563 OR4 P328 OR178 PP43 45 MOODY RD ST JOHNS AVE MB5 P78) (EX OR486 P144, N 455FT OF S 850.50FT OF E 387FT OF N1/2 OF SECTION LYING E OF JR COLLEGE RD OR855 P1030RD) (SUBJECT TO ESMT OR913 P1474) (SUBJECT TO CLAY ELECT ESMT OR1184 P470)

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 25<sup>th</sup> day of August, 2011.

CITY OF PALATKA

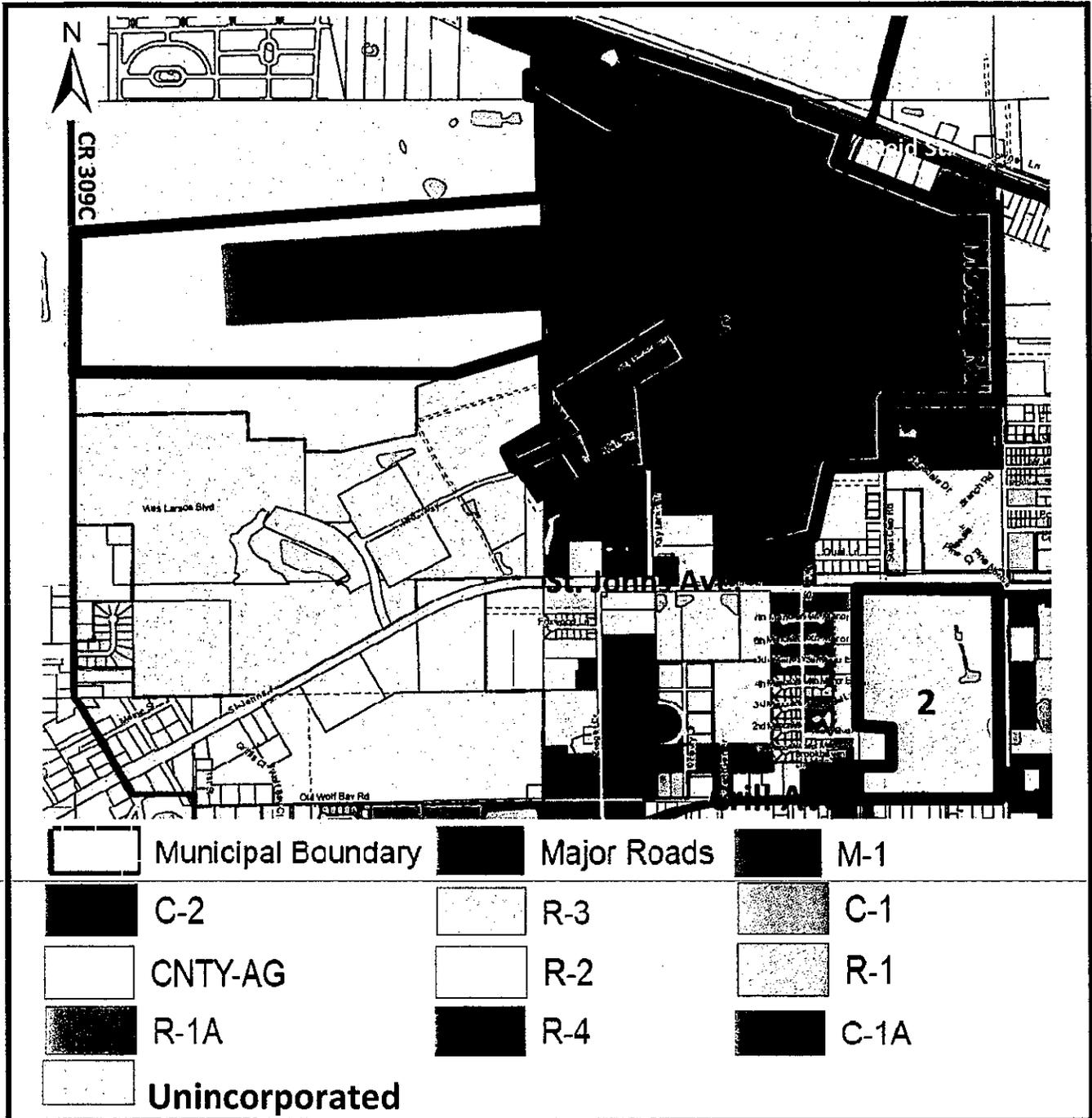
BY: \_\_\_\_\_

Its MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

# St. Johns River State College and Airport



No.	Site(s)	Current Zoning	Proposed Zoning
2	St. Johns River Comm. Coll. 5001 St. Johns Ave.	R-3	PBG-1
3	Airport (Multiple Parcels) SR 100/Moody Rd.	M-1	AP-1 & AP-2

# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO CERTAIN PROPERTY LOCATED IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS 5001 ST. JOHNS AVENUE, FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (ST. JOHNS RIVER STATE COLLEGE) at its next regular meeting to be held at 8:00 p.m. on the 14th day of July, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida.

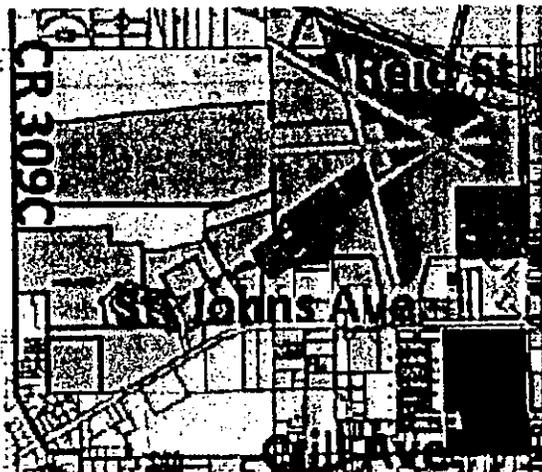
OK  
[Signature]

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Said proposed ordinances may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 168.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK



*Agenda*  
*Item*

28

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE ELEMENT OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED TO ALLOW FOR RESIDENTIAL USES IN THE COMMERCIAL LAND USE CATEGORY, LIMITED TO DOWNTOWN ZONING DISTRICTS, SUBJECT TO DENSITY, DESIGN AND LOCATIONAL LIMITATIONS (POLICY A.1.9.3), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Subsection 163.3187(3), Florida Statutes, as amended, provides for the amendment of an adopted comprehensive plan, and

WHEREAS, Section 163.3187(3)(b)1-4, Florida Statutes, as amended, provides that the City Commission may transmit the proposed amendment ordinance and supporting data and analysis to state reviewing agencies and any other local government or governmental agency that has filed a written request with the governing body, and

WHEREAS, Section 163.3187(3)(b)2-4, Florida Statutes, as amended, provides that state agencies shall transmit to the City of Palatka comments regarding adverse impacts on important state resources and facilities by the amendments, and

WHEREAS, Section 163.3187(3)(c)1, Florida Statutes, as amended, provides that the City Commission shall hold a second public hearing to adopt the amendment within 180 days after receipt of agency comments, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Large Scale Amendment

That Policy A.1.9.3 of the Future Land Use Element of the adopted Comprehensive Plan of the City of Palatka is hereby amended as shown below in underlined text to provide for the following text change allowing for residential uses in the Commercial land use category, limited to Downtown zoning districts, subject to density, design and locational limitations.

*Commercial. Land designated for commercial use is intended for activities that are predominantly associated with the sale, rental, and distribution of products or the performance of service. Commercial land use includes offices, retail, lodging, restaurants, services, commercial parks, shopping centers, or other similar business activities.*

Public/Institutional uses and recreational uses are allowed within the commercial land use category. Residential uses are allowed within Downtown zoning districts, at an overall density of 20 units per acre and subject to additional project density, design and locational standards set forth in these zoning districts. The intensity of commercial use, as measured by impervious surface, should not exceed 70 percent of the parcel. The maximum height should not exceed 40 feet. Land Development Regulations shall provide requirements for buffering commercial land uses (i.e., sight access, noise) from adjacent land uses of lesser density or intensity of use. See Policy A.1.3.2.

**Section 3. 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 4. 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 5. Effective date**

This Ordinance shall become effective thirty-one (31) days after notification by the state land planning agency notifies the City of Palatka that the plan amendment is complete, or if timely challenged when the state land planning agency or the Administration Commission enters a final order determining the adopted amendment to be in compliance.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this \_\_\_ day of \_\_\_, 2011.

CITY OF PALATKA

By: \_\_\_\_\_  
Its Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**Case 11-24**

**Request to Amend Comprehensive Plan Text**  
**(Downtown Residential and Water System Connection Timeframe)**  
**Applicant: Building and Zoning Dept.**

## **STAFF REPORT**

**DATE:** July 7, 2011

**TO:** Mayor and City Commissioners

**FROM:** Thad Crowe, AICP, Planning Director

### **APPLICATION REQUEST**

To consider the following administrative text amendments to the Comprehensive Plan:

- 1) Revise Policy D.1.9.3 to allow for residential uses in the Commercial land use category, limited to Downtown zoning districts, subject to density, design and locational limitations.
- 2) Revise Policy D.1.4.3 of the Public Facilities Element to change the timeframe of required connection to City water system for properties within 250 feet of a City water line from 90 days to one year.

Required public notice included legal advertisement. The Planning Board recommended approval unanimously at their June 7, 2011 meeting.

### **APPLICATION BACKGROUND**

Downtown Residential. The City's intent with the Riverfront Master Plan, and with downtown redevelopment policy in general, has been to allow and encourage residential uses downtown. The downtown area includes the Downtown Business and Downtown Riverfront zoning districts, both of which are in the Commercial FLUM category. Policy D.1.9.3 provides descriptions of the City's Future Land Use Map (FLUM) categories, with proposed changes to the policy are shown in underlined text:

*Land designated for commercial use is intended for activities that are predominantly associated with the sale, rental, and distribution of products or the performance of service. Commercial land use includes offices, retail, lodging, restaurants, services, commercial parks, shopping centers, or other similar business activities. Public/Institutional uses and recreational uses are allowed within the commercial land use category. Residential uses are allowed within Downtown zoning districts, at an overall density of 20 units per acre and subject to additional project density, design and locational standards set forth in these zoning districts. The intensity of commercial use, as measured by impervious surface, should not exceed 70 percent of the parcel. The maximum height should not exceed 40 feet. Land Development Regulations shall provide requirements for buffering commercial land uses (i.e., sight access, noise) from adjacent land uses of lesser density or intensity of use. See Policy A.1.3.2.*

Water System Connection Timeframe. In consultation with the City Manager, Staff has determined that the 90-day timeframe often constitutes a hardship on property owners who annex into the City and property owners who are adjacent to water line that have been extended by the City. Hookup and impact fees start at approximately \$1,000 and can be much more with multiple fixtures, or when road or stream crossings are required. The twelve-month period will provide property owners more time to finance such costs. The recommended changes to the policy below are shown in ~~stricken~~ and underlined text.

Policy D.1.4.3

*No new private well shall be allowed within 250 feet of an existing potable water distribution line. In cases where there are existing private wells, the Building Official shall notify the applicant that the facility will be required to convert to the City water system within ~~ninety (90) days~~ twelve months of a distribution line reaching within two hundred fifty (250) feet of the subject property line. Within twelve (12) months, the City shall adopt the distance criteria of this policy into the requirements of the City Land Development Regulations and shall be enforced by the Building Official during the building permit process.*

**PROJECT ANALYSIS**

Florida Statutes do not provide specific criteria for the review of text amendments, other than the requirement that amendments to the Future Land Use Element (FLUE) must discourage the proliferation of sprawl, and that any such amendments must be in keeping with other Goals, Objectives, and Policies of the Plan. Neither text amendment furthers urban sprawl, and in fact the amendments encourage the antithesis of sprawl – compact development by allowing for mixed use development; and efficient service provision through an annexation incentive.

The amendments do not conflict with Goals, Objectives, and Policies of the Comprehensive Plan. ~~Both are in keeping with the following FLUE objective.~~

Objective A.1.8 *Upon Plan adoption, The City shall establish a program that provides the means for innovative development planning. The end goals of the program are to provide:*

- *Flexibility and efficiency in site design to reduce infrastructure costs, improve interior circulation patterns, and promote open space;*
- *Development that is adapted to natural features in the landscape such as wetlands, vegetation and habitat, and which avoids the disruption of natural drainage patterns; and*
- *A mix of land use to promote convenience in the location of related uses and to reduce travel congestion and costs.*

**STAFF RECOMMENDATION**

These proposed text amendments are in keeping with the Comprehensive Plan. Staff recommends approval of Case 11-24, Downtown Residential and Water System Connection Timeframe text amendments.

# NOTICE OF COMPRHENSIVE PLAN TEXT AMENDMENT

①  
NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinances: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE ELEMENT OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED TO CHANGE THE TIMEFRAME OF REQUIRED HOOKUP TO CITY WATER SYSTEM FOR PROPERTIES WITHIN 250 FEET OF A CITY WATER LINE FROM 90 DAYS TO ONE YEAR, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (POLICY D.1.4.3).

②  
AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE ELEMENT OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED TO ALLOW FOR RESIDENTIAL USES IN THE COMMERCIAL LAND USE CATEGORY, LIMITED TO DOWNTOWN ZONING DISTRICTS, SUBJECT TO DENSITY, DESIGN AND LOCATIONAL LIMITATIONS (POLICY A.1.9.3), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

These Ordinances will be considered at The City Commission's next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 and on the 25th day of August, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida.

Said proposed ordinances may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK

*Good*

*Agenda  
Item*

29

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE ELEMENT OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED TO CHANGE THE TIMEFRAME OF REQUIRED HOOKUP TO CITY WATER SYSTEM FOR PROPERTIES WITHIN 250 FEET OF A CITY WATER LINE FROM 90 DAYS TO ONE YEAR, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (POLICY D.1.4.3)

WHEREAS, Subsection 163.3187(3), Florida Statutes, as amended, provides for the amendment of an adopted comprehensive plan, and

WHEREAS, Section 163.3187(3)(b)1-4, Florida Statutes, as amended, provides that the City Commission may transmit the proposed amendment ordinance and supporting data and analysis to state reviewing agencies and any other local government or governmental agency that has filed a written request with the governing body, and

WHEREAS, Section 163.3187(3)(b)2-4, Florida Statutes, as amended, provides that state agencies shall transmit to the City of Palatka comments regarding adverse impacts on important state resources and facilities by the amendments, and

WHEREAS, Section 163.3187(3)(c)1, Florida Statutes, as amended, provides that the City Commission shall hold a second public hearing to adopt the amendment within 180 days after receipt of agency comments, and

WHEREAS, the Planning Board conducted a public hearing on June 7, 2011, and recommended approval of this amendment to the City Commission, and

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

Section 1. Adopted Large Scale Amendment

That Policy D.1.4.3 of the Public Facilities Element of the adopted Comprehensive Plan of the City of Palatka is hereby amended as shown below in underlined and stricken text to change the timeframe of required connection to City water system for properties within 250 feet of a City water line from 90 days to one year.

*Policy D.1.4.3*

No new private well shall be allowed within 250 feet of an existing potable water distribution line. In cases where there are existing private wells, the Building Official shall notify the applicant that the facility will be required to convert to the City water system within ~~ninety (90) days~~ twelve months of a distribution line reaching within two hundred fifty (250) feet of the subject property

line. Within twelve (12) months, the City shall adopt the distance criteria of this policy into the requirements of the City Land Development Regulations and shall be enforced by the Building Official during the building permit process.

Section 3. 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 4. 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 5. Effective date

This Ordinance shall become effective thirty-one (31) days after notification by the state land planning agency notifies the City of Palatka that the plan amendment is complete, or if timely challenged when the state land planning agency or the Administration Commission enters a final order determining the adopted amendment to be in compliance.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this \_\_\_ day of \_\_\_, 2011.

CITY OF PALATKA

By: \_\_\_\_\_  
Its Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**Case 11-24**

**Request to Amend Comprehensive Plan Text**  
**(Downtown Residential and Water System Connection Timeframe)**  
**Applicant: Building and Zoning Dept.**

## **STAFF REPORT**

**DATE:** July 7, 2011

**TO:** Mayor and City Commissioners

**FROM:** Thad Crowe, AICP, Planning Director

### **APPLICATION REQUEST**

To consider the following administrative text amendments to the Comprehensive Plan:

- 1) Revise Policy D.1.9.3 to allow for residential uses in the Commercial land use category, limited to Downtown zoning districts, subject to density, design and locational limitations.
- 2) Revise Policy D.1.4.3 of the Public Facilities Element to change the timeframe of required connection to City water system for properties within 250 feet of a City water line from 90 days to one year.

Required public notice included legal advertisement. The Planning Board recommended approval unanimously at their June 7, 2011 meeting.

### **APPLICATION BACKGROUND**

Downtown Residential. The City's intent with the Riverfront Master Plan, and with downtown redevelopment policy in general, has been to allow and encourage residential uses downtown. The downtown area includes the Downtown Business and Downtown Riverfront zoning districts, both of which are in the Commercial FLUM category. Policy D.1.9.3 provides descriptions of the City's Future Land Use Map (FLUM) categories, with proposed changes to the policy are shown in underlined text:

*Land designated for commercial use is intended for activities that are predominantly associated with the sale, rental, and distribution of products or the performance of service. Commercial land use includes offices, retail, lodging, restaurants, services, commercial parks, shopping centers, or other similar business activities. Public/Institutional uses and recreational uses are allowed within the commercial land use category. Residential uses are allowed within Downtown zoning districts, at an overall density of 20 units per acre and subject to additional project density, design and locational standards set forth in these zoning districts. The intensity of commercial use, as measured by impervious surface, should not exceed 70 percent of the parcel. The maximum height should not exceed 40 feet. Land Development Regulations shall provide requirements for buffering commercial land uses (i.e., sight access, noise) from adjacent land uses of lesser density or intensity of use. See Policy A.1.3.2.*

Water System Connection Timeframe. In consultation with the City Manager, Staff has determined that the 90-day timeframe often constitutes a hardship on property owners who annex into the City and property owners who are adjacent to water line that have been extended by the City. Hookup and impact fees start at approximately \$1,000 and can be much more with multiple fixtures, or when road or stream crossings are required. The twelve-month period will provide property owners more time to finance such costs. The recommended changes to the policy below are shown in ~~stricken~~ and underlined text.

Policy D.1.4.3

*No new private well shall be allowed within 250 feet of an existing potable water distribution line. In cases where there are existing private wells, the Building Official shall notify the applicant that the facility will be required to convert to the City water system within ~~ninety (90) days~~ twelve months of a distribution line reaching within two hundred fifty (250) feet of the subject property line. Within twelve (12) months, the City shall adopt the distance criteria of this policy into the requirements of the City Land Development Regulations and shall be enforced by the Building Official during the building permit process.*

**PROJECT ANALYSIS**

Florida Statutes do not provide specific criteria for the review of text amendments, other than the requirement that amendments to the Future Land Use Element (FLUE) must discourage the proliferation of sprawl, and that any such amendments must be in keeping with other Goals, Objectives, and Policies of the Plan. Neither text amendment furthers urban sprawl, and in fact the amendments encourage the antithesis of sprawl – compact development by allowing for mixed use development; and efficient service provision through an annexation incentive.

The amendments do not conflict with Goals, Objectives, and Policies of the Comprehensive Plan. Both are in keeping with the following FLUE objective.

Objective A.1.8 *Upon Plan adoption, The City shall establish a program that provides the means for innovative development planning. The end goals of the program are to provide:*

- *Flexibility and efficiency in site design to reduce infrastructure costs, improve interior circulation patterns, and promote open space;*
- *Development that is adapted to natural features in the landscape such as wetlands, vegetation and habitat, and which avoids the disruption of natural drainage patterns;*  
*and*
- *A mix of land use to promote convenience in the location of related uses and to reduce travel congestion and costs.*

**STAFF RECOMMENDATION**

These proposed text amendments are in keeping with the Comprehensive Plan. Staff recommends approval of Case 11-24, Downtown Residential and Water System Connection Timeframe text amendments.

# NOTICE OF COMPRHENSIVE PLAN TEXT AMENDMENT

①  
NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinances: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE ELEMENT OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED TO CHANGE THE TIMEFRAME OF REQUIRED HOOKUP TO CITY WATER SYSTEM FOR PROPERTIES WITHIN 250 FEET OF A CITY WATER LINE FROM 90 DAYS TO ONE YEAR, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (POLICY D.1.4.3).

②  
AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE ELEMENT OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED TO ALLOW FOR RESIDENTIAL USES IN THE COMMERCIAL LAND USE CATEGORY, LIMITED TO DOWNTOWN ZONING DISTRICTS, SUBJECT TO DENSITY, DESIGN AND LOCATIONAL LIMITATIONS (POLICY A.1.9.3), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

These Ordinances will be considered at The City Commission's next regular meeting to be held at 6:00 p.m. on the 14th day of July, 2011 and on the 25th day of August, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida.

Said proposed ordinances may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK

*Good*

*Agenda*  
*Item*

30

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

ORDINANCE NO. 11 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FOLLOWING SECTIONS OF THE ZONING CODE OF THE CITY OF PALATKA, FLORIDA BE AMENDED: SECTION 94-114(D)(1) TO ALLOW FOR THE LIMITED ENCROACHMENT OF NONCONFORMING STRUCTURES INTO SETBACKS THROUGH THE CONDITIONAL USE PROCESS; SECTION 94, DIVISION 2 TO ALLOW FOR SPECIFIC SIGN TYPES IN NON-RESIDENTIAL ZONING DISTRICTS; AND CREATING NEW SECTION 94-71 TO CLARIFY APPLICABILITY OF VARIANCES AND TO PROVIDE SPECIFIC VARIANCE CRITERIA; PROVIDING FOR SEVERABILITY 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 Building and Zoning Department, to the City for certain amendments to the Zoning Code of the City of Palatka, Florida, and

WHEREAS, all the necessary procedural steps have been accomplished, including a public hearing before the Planning Board of the City of Palatka on June 7, 2011, and two public hearings before the City Commission of the City of Palatka on July 14, 2011, and August 25, 2011, and

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

Section 2. The following sections of the Zoning Code of the City of Palatka, Florida is hereby amended in the following manner, with new language indicated by underlining and deleted language indicated by stricken text.

Section 94-114 (Nonconforming lots, structures and uses).

- (j) Limited nonconforming structure enlargement or alteration. The Zoning Board of Appeals is authorized to permit the enlargement or alteration of a nonconforming structure, except any sign, as a variance upon application, notice by posting property, and public hearing, upon finding and determining the following:
- (1) The granting of the variance will not adversely affect the public interests;
  - (2) Such enlargement or alteration is in harmony with the purpose and intent of this chapter and all amendments thereof;
  - (3) The enlargement or alteration, if allowed, will not violate any height, yard, setback, area or density limitations imposed by the zoning district in which the property is located, or if the enlargement or

alteration would increase such violation, such enlargement or alteration would not adversely affect traffic flow, safety and control, pedestrian safety and convenience or visibility at any street intersections, drives, rights-of-way, curbcuts or crosswalks;

- (4) Such enlargements or alteration shall be compatible with adjacent properties and other properties within that zoning district;
- (5) If in a commercial, business or industrial zone, that adequate buffers are provided between such structures and adjacent residential areas;
- (6) That adequate off-street parking shall be provided for any multifamily, commercial, industrial or business use upon the property; and
- (7) The enlargement or alteration will not increase gross floor area of the principal structure by more than fifty (50) per cent.

#### DIVISION 2 - SCHEDULE OF DISTRICT REGULATIONS

Section 94-147. - C-1A neighborhood commercial district

(g) Permitted signs. Awning signs, bracket signs, directional signs, ground signs, marquee signs, projecting signs, and wall signs. (See also chapter 62.)

Section 94-148. - C-1 general commercial district

(g) Permitted signs. (See also chapter 62.) Permitted signs in the C-1 district are as follows: Wall signs, awning signs, bracket signs, banner signs, pole signs, temporary signs, directional signs, ground signs, marquee signs, and projecting signs.

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

(g) Permitted signs. (See also chapter 62.) Permitted signs in the C-1 district are as follows: Wall signs, awning signs, bracket signs, banner signs, pole signs, temporary signs, directional signs, ground signs, marquee signs, and projecting signs.

Section 94-151. - M-1 light industrial district

(g) Permitted signs. (See also chapter 62.) Permitted signs in the C-1 district are as follows: Wall signs, awning signs, bracket signs, banner signs, pole signs, temporary signs, directional signs, ground signs, marquee signs, and projecting signs.

Section 94-152. - ROS recreation/open space district

(f) Permitted signs. Directional signs, ground signs, and wall signs.

Section 94-153. - PBG-1 public buildings and grounds district

(e) Permitted signs. Directional signs, ground signs, and wall signs.

Section 94-154. - PBG-2 other public facilities district

(e) Permitted signs. Directional signs, ground signs, and wall signs.

Section 94-155. - CON conservation district

(e) Permitted signs. Directional signs, ground signs, and wall signs.

Section 94-156. - HD historic district

(e) Permitted signs. Directional signs, ground signs, and wall signs.

Section 94-157. - PUD planned unit development district

(d) Permitted signs. Directional signs, ground signs, and wall signs.

Section 94-158. - AP-1 airport zoning district

(g) Permitted signs. Directional signs, ground signs, and wall signs. (See also chapter 62.) In the AP-1 district, only those

signs specified by FAA requirements and standard flight safety practices will be permitted within an aircraft operating area. Section 94-159. - AP-2 airport related zoning district

(g) Permitted signs. (See also chapter 62.) Permitted signs in the AP-2 district are as follows:

(1) For structures located adjacent to the flight operations area, wall signs for air crew information and building occupant identification may be located on structure walls facing the flight operations area, provided that any such sign shall not exceed a width of five feet or a height of three feet, and shall not extend above the roof of the supporting structure, and the design thereof must receive prior written approval of the airport manager. Only one such sign shall be permitted per structure for nonmunicipal buildings.

(2) Wall signs and freestanding signs on the property side facing away from the flight operations area and toward the roadways and general public access areas for those structures located immediately adjacent to the flight operations area, and for all sides of structures located not adjacent to the flight operations area, shall be in accordance with chapter 62, article III.

Section 94-161. - DR downtown riverfront district

(j) Permitted signs. Directional signs, ground signs, and wall signs, In addition to the requirements of chapter 62 — signs, ~~this district also allows and~~ 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.

Section 94-162. - DB downtown business district

(j) Permitted signs. Directional signs, ground signs, and wall signs, In addition to the requirements of chapter 62 — signs, ~~this district also allows and~~ 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.

Sec. 94-71. Sign variance criteria.

The board of zoning appeals shall utilize the following criteria in considering sign variance requests.

- (a) That sign size or height limitations cause an exceptional and unique hardship.
- (b) That the unique hardship is not due solely to the owner's actions.
- (c) That the variance authorized will be compatible with the physical characteristics of the neighborhood.

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 25<sup>th</sup> day of August, 2011.

CITY OF PALATKA

BY: \_\_\_\_\_  
Its MAYOR

ATTEST:

\_\_\_\_\_  
City Clerk

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**Case 11-25**  
**Request to Amend Municipal Code**  
**(Setback Encroachment, Allowable Sign Types, Sign Variance**  
**Criteria, and Sewer Impact Fee Revision)**  
**Applicant: Building and Zoning Dept.**

## **STAFF REPORT**

**DATE:** July 7, 2011

**TO:** Mayor and City Commissioners

**FROM:** Thad Crowe, AICP, Planning Director

### **APPLICATION REQUEST**

To consider the following administrative text amendments to the Municipal Code:

1. Amend Section 94-114(d)(1) of the Palatka Municipal Code to allow for the limited encroachment of nonconforming structures into setbacks through the Conditional Use process, with specific approval criteria including consideration of adverse impacts to surrounding properties.
2. Amend Section Sec. 94, Division 2, Schedule of Districts of the Palatka Municipal Code to allow for additional sign types in non-residential zoning districts.
3. Amend Section 94-67 of the Palatka Municipal Code to clarify applicability of variances, and provide specific variance criteria.
4. Amend Appendix A of the Palatka Municipal Code Fee Schedule pertaining to Sewer Impact Fees (Section 54-157).

Required public notice included legal advertisement. The Planning Board recommended approval unanimously at their June 7, 2011 meeting.

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### **APPLICATION BACKGROUND**

#### **Setback Encroachment**

This issue came to light when a property owner requested a variance to allow for the addition of front porch to an existing single-family home in a R-2 (Two Family Residential) zoning district. The porch would intrude into the front setback, thus requiring a variance. However the existing structure already encroaches into the 15-foot front setback (one corner of front wall of the structure is 14.1 feet from the front property line and the front wall of the structure then angles to a point that is 15.9 feet from the setback of the other front corner of the house). Sec. 94-114(d)(1) addresses nonconforming structures and notes the following:

*Where a lawful structure exists at the effective date of adoption or amendment of the ordinance codified in this chapter that could not be built under the terms of this chapter by reason of restriction on area, lot coverage, height, yards or other characteristics of*

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the structure or its location on the lot, such structure may be continued so long as it remains otherwise lawful, subject to the following provisions:

(1) No such structure may be enlarged or altered in a way which increases its nonconformity.

Therefore this structure is a nonconforming structure which cannot be enlarged in a way that increases its nonconformity. Additionally, Sec. 94-67 notes that variances may be granted on development standards requirements only, and 94-114(d)(1) above is not a development standard.

Staff believes that a requested action like this front porch addition is supportable for the following reasons:

- Adding a front porch would not adversely impact neighbors as it would not encroach on surrounding structures.
- The request is not inconsistent with the Comprehensive Plan.
- Front porches are in keeping with the character of the neighborhood and the adjacent historic district (the structure is across the street from the North Historic District).
- This particular house predates the development standards of the Zoning Code.
- Front porches are in keeping with accepted sound planning and design standards pertaining to walkability, CPTED, and pedestrian-oriented urban design.

Staff has reviewed codes from other comparable jurisdictions and have found precedents in other cities that would allow an action like this. Sanford allows enlargement of structures that predate such development standards through the conditional use process. Ft. Pierce allows such an action through approval by the Board of Adjustment which uses review criteria pertaining to impacts on surrounding properties as well as a limitation on size. St. Petersburg allows such an action with limitations on size, height, and distance of the addition to property lines.

Staff proposes to amend the Code to allow for limited encroachment into setbacks. Such approvals would require compliance with criteria to minimize potential impacts on adjoining properties and the public welfare in general. Staff offers the following subsection to Section 94-114 (Nonconforming lots, structures and uses).

*(j) Enlargement or alteration of a nonconforming structure. The Zoning Board of Appeals is authorized to permit the enlargement or alteration of a nonconforming structure, except any sign, as a variance upon application, notice by posting property, and public hearing, upon finding and determining the following:*

- (1) The granting of the variance will not adversely affect the public interests;*
- (2) Such enlargement or alteration is in harmony with the purpose and intent of this chapter and all amendments thereof;*
- (3) The enlargement or alteration, if allowed, will not violate any height, yard, setback, area or density limitations imposed by the zoning district in which the*

property is located, or if the enlargement or alteration would increase such violation, such enlargement or alteration would not adversely affect traffic flow, safety and control, pedestrian safety and convenience or visibility at any street intersections, drives, rights-of-way, curbcuts or crosswalks;

(4) Such enlargements or alteration shall be compatible with adjacent properties and other properties within that zoning district;

(5) If in a commercial, business or industrial zone, that adequate buffers are provided between such structures and adjacent residential areas;

(6) That adequate off-street parking shall be provided for any multifamily, commercial, industrial or business use upon the property; and

(7) The enlargement or alteration will not increase gross floor area of the principal structure by more than fifty (50) per cent.

### Allowable Sign Types

The Municipal Code regulates signs in two chapters: Chapter 62 (Signs) and Chapter 94 (Zoning Code). Chapter 62 defines sign types and provides detailed sign standards including maximum size and height. Chapter 94 references allowable signs in each zoning district under a subsection titled "Permitted Signs."

In general, each place of business is allowed two sign types. Sign types are as follows.

- Awning sign (AS)
- Banner sign (BS)
- Billboard (BB)
- Bracket sign (similar to projecting sign) (BR)
- Changeable copy sign (manual) (CM)
- Changing sign (electronic) (CE)
- Directional sign (vehicular or pedestrian traffic pattern or route) (DS)

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- Flashing sign (FS)
- Ground sign (GS)
- Marquee sign (attached to canopy or covered structure projecting from building) (MS)
- Pole sign (PS)
- Political sign (PO)
- Portable sign (PT)
- Projecting sign (affixed to building and projecting out) (PJ)
- Real estate sign (RS)
- Roof sign (RO)
- Sandwich sign (SS)
- Snipe sign (SN)
- Temporary sign (TS)
- Wall sign (WS)

Chapter 64 provides the following limitations on signs.

- Billboards allowed only in M-1 (Industrial) zoning districts.

- Political signs allowed in any zoning district with timeframe limitations (50 days prior to primary elections, removed within 14 days after election)

Other than these two specifications and the allowable signs shown in the table below, no signs are currently allowed within the City. Staff has determined that past sign permits have been issued in error.

The following table shows allowable sign types by zoning district and also shows signs that Staff proposes to add as additional allowable sign types in each district.

Zoning District	Current Allowable Sign Types	Proposed Additional Sign Types
C-1A (Neighborhood Commercial)	None	AS, BR, DS*, GS, MS, PJ, WS
C-1 (General Commercial)	Wall Signs	AS, BR, BS**, DS*, GS, MS, PJ, PS, TS**, WS
C-2 (Intensive Commercial)	Wall Signs	AS, BR, BS**, DS*, GS, MS, PJ, PS, TS**, WS
M-1 (Light Industrial)	Wall Signs	AS, BR, BS**, DS*, GS, MS, PJ, PS, TS**, WS
ROS (Recreation/Open Space)	None	DS*, GS, WS
PBG-1 (Public Buildings and Grounds)	None	DS*, GS, WS
PBG-2 (Other Public Facilities)	None	DS*, GS, WS
CON (Conservation)	None	DS*, GS, WS
HD (Historic District)	None	DS*, GS, WS
PUD (Planned Unit Development)	None	DS*, GS, WS
AP-1 (Airport Related)	Limited by FAA	DS*, GS, WS
AP-1 (Airport Related)	Limited by FAA	DS*, GS, WS
DR (Downtown Riverfront)	A-frame, Sandwich Sign, Menu Board	AS, GS, PJ, WS
DB (Downtown Business)	A-frame, Sandwich Sign, Menu Board	AS, GS, PJ, WS

\* One directional sign per access drive entrance into a commercial, office or industrial development not to exceed four feet in height or four square feet.

\*\* subject to Chapter 30-172 standards regarding temporary store window signs and Chapter 50-244 regarding temporary signs/banners associated only with special events.

Staff's recommendations tie the intensity of the zoning district to the allowable signage. For example, pole signs would only be allowed in General Commercial, Intensive Commercial, and

Light Industrial due to the higher intensity of such districts and the typical location along busier streets.

#### Sign Variance Criteria

The Municipal Code does not allow for variances from maximum sign size and height. Chapter 94, Article III, Division 2, Section 94-67 states that variances may be granted on development standards requirements only as noted below (underlining emphasis added).

*Sec. 94-67. Variances generally.*

*The board of zoning appeals may authorize upon appeal in specific cases such variance from the terms of this chapter as will not be contrary to the public interest, where, owing to special conditions, literal enforcement of the provisions of this chapter will result in unnecessary hardship, and so that the spirit of this chapter shall be observed and substantial justice done. Variances may be granted on development standards requirements only.*

Development standards are a specific subcategory under each zoning district and include dimensional elements including maximum density, minimum lot area, minimum lot width, maximum lot coverage, maximum structure height, minimum yards, and required foundation walls. Maximum sign size for pole signs is found in a different Chapter (64) of the Municipal Code and is not listed as a development standard. Therefore sign size is not eligible for consideration of a variance. Again, past sign variances were issued in error.

Staff recommends the following sign size and height variance criteria, which are fairly standard in other communities.

1. That sign size or height limitations cause an exceptional and unique hardship.
2. That the unique hardship is not due solely to the owner's actions.
3. That the variance authorized will be compatible with the physical characteristics of the neighborhood.

#### Sewer Impact Fee Revision

The calculation of this fee as determined in the 2007 Impact Fee study came from three areas: the value of unused sewer capacity, the value of a new sewer plant, and the value of the primary transmission system. The recent determination that a sewer plant is not required results in the reduction of the sewer impact fee.

*Chapter 54 (Planning), Article IV (Impact Fees), Sec. 54-157. Adoption of sewer impact fees.*

*(a) All sewer system impact construction occurring within the city shall pay the sewer impact fees of \$1,690.00 per ERC according to the following schedule:*

*Single-family residential (including mobile homes):*

*3/4 inch meter: ~~\$1,690.00~~ \$1,275.00 per dwelling unit.*

*1 inch meter: ~~\$2,810.00~~ \$2,120.00 per dwelling unit.*

*2 inch meter: ~~\$3,380.00~~ \$2,550.00 per dwelling unit.*

Multifamily dwelling unit: ~~\$1,352.00~~ \$1,020.00 per dwelling unit.  
Commercial: ~~\$169.00~~ \$127.00 per fixture.

**PROJECT ANALYSIS**

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

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

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

As previously noted, the application is in keeping with the Comprehensive Plan. The first policy supports changes pertaining to sign code revisions, and the second policy supports the setback/nonconforming structure enlargement revision.

Policy A.1.1.5

9J-5.006(3)(c)1

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

Policy A.1.6.1

9J-5.006(3)(c)

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

b. *The existing land use pattern.*

Not applicable.

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

Not applicable.

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

Not applicable.

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

Not applicable.

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

While conditions have not changed regarding the sign code, it is obvious that to succeed businesses must be allowed to have signage – this code revision corrects an error. Regarding the setback/nonconforming structure enlargement revision, it should be noted that the Code favors suburban development and penalizes older areas of the City where blanket setbacks and smaller lots prevent the reasonable improvement of older structures. The change in this case is the need to nurture and encourage infill and redevelopment in older neighborhoods.

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

Regarding the sign code changes, such changes will simply allow what has been previously permitted in the past. Regarding the setback/nonconforming structure enlargement revision, the criteria for consideration serve to protect the surrounding neighborhood.

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

Not applicable.

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

Not applicable.

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

As an already developed property, changes affecting light and air provision to adjacent areas will be marginal.

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

See response to g. above.

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

See response to g. above.

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

These changes apply to many and multiple properties, and do not constitute a grant of special privilege.

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

Not applicable.

*o. Whether the change suggested is out of scale with the needs of the neighborhood or the city.*  
See response to g. above.

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

Not applicable.

*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.*

Not applicable.

**STAFF RECOMMENDATION**

These proposed Zoning Code text amendments are in keeping with applicable criteria. Staff recommends approval of Case 11-25, Setback Encroachment, Allowable Sign Types, Sign Variance Criteria, and Sewer Impact Fee Revision.

## LEGAL NOTICE

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT SECTION 94-114(d)(1) OF THE PALATKA MUNICIPAL CODE BE AMENDED TO ALLOW FOR THE LIMITED ENCROACHMENT OF NONCONFORMING STRUCTURES INTO SETBACKS THROUGH THE CONDITIONAL USE PROCESS, WITH SPECIFIC APPROVAL CRITERIA INCLUDING CONSIDERATION OF ADVERSE IMPACTS TO SURROUNDING PROPERTIES; AND BY AMENDING SECTION 94, DIVISION 2, SCHEDULE OF DISTRICTS, TO ALLOW FOR ADDITIONAL SIGN TYPES IN NON-RESIDENTIAL ZONING DISTRICTS; AND AMENDING SECTION 94-67 TO CLARIFY APPLICABILITY OF VARIANCES, AND PROVIDE SPECIFIC VARIANCE CRITERIA; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE at its next regular meetings to be held at 8:00 p.m. on the 14th day of July, 2011, and on the 25th day of August, 2011 at City Hall, 201 N. 2nd Street, Palatka, Florida. Said proposed ordinance may be inspected by the public at City Hall during regular hours of business. All interested persons are hereby advised of such consideration by the City Commission and all interested parties may appear at said meeting at said time and place and be heard with respect to the proposed ordinance. This notice is given in accordance with F.S. 166.041.

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK

*Agenda*  
*Item*

**31**

**REQUEST TO BE PLACED ON  
CITY COMMISSION AGENDA**

**NOTE:** Regular City Commission meetings are held on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of the month at 6:00 p.m. This request form, together with any attachments or backup material that that would help the Commission to better consider your request, should be submitted to the City Clerk's office *no later than 4:00 p.m. on the Friday prior to the next regularly scheduled Thursday City Commission meeting.* Meeting dates are subject to change. Please verify the closing date for agenda items with the Clerk's office.

**Name of Individual, Organization or Group making presentation or request:**

Palatka Police Department, Chief Gary Getchell

**Name of Individual making presentation or request, if different:**

GARY GETCHELL, CHIEF OF POLICE *GH*

**Address:** 110 NORTH 11<sup>TH</sup> STREET

**Daytime Phone** 329-0110 **Home ph.** \_\_\_\_\_ **Fax** 329-0159

**Requested meeting date for Agenda Item:** 6/9/2011

**Request for Commission Action**  **or Presentation Only**  **or no action required**

**Subject Matter you wish to address: Amendments/Revisions to be placed on Agenda –**

**Request for approval for first reading of attached revised False Alarm Ordinance.**

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 288.105

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.

**Palatka Police Department  
110 North 11<sup>th</sup> Street**

**Memorandum**

**Date:** June 17, 2011  
**To:** City Commission, via City Clerk  
**From:** Gary S. Getchell, Chief of Police  
**Subject:** Alarm Ordinance Revisions

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**BACKGROUND:**

In 2003, the City of Palatka enacted an ordinance designed to encourage security alarm users and alarm businesses to maintain operational reliability and the proper use of alarm systems with the intent of limiting the unnecessary police response to false alarms/alarm malfunctions. The ordinance has been successful, but to a limited degree.

There were a total of two thousand, six hundred twenty-six (2,626) false alarm calls for service in 2003. That number has been reduced by forty-two percent (42%) to a total of fifteen hundred, thirty-four (1,534) false alarm calls for service in 2010. The reduction in the number of false alarm reports by the Palatka Police Department is significant when looking at this comparison, but the amount of time spent handling and processing these calls for service has not decreased significantly. In addition to officer time, the amount of time spent by clerical staff at the Palatka Police Department to administer the ordinance has been significant. It has been determined that approximately four (4) hours per day is spent by administrative staff on false alarm duties. Some of the cost associated with this time is recouped through fines and fees, but a significant amount of the cost is not recovered due to what we now consider lenient practices written into the existing alarm ordinance.

**DISCUSSION:**

Research into alarm ordinances throughout the State of Florida has shown that many communities that administer false alarm ordinances utilize more uniform fines and fees for all alarm users, not differentiating between residential and business alarms like the City of Palatka does now. As this is an inconsistent practice, it is recommended that the City of Palatka make all fines and fees uniform for false alarms whether the source is residential or business.

Research also shows that most communities with an alarm ordinance do not utilize a service affidavit program. This is an option the City of Palatka has in its' alarm ordinance that allows alarm users to verify repair service to the system or instruction to users on proper use after false alarms in lieu of enforcing a fine. Evidence indicates that this option was utilized most often by violators and had little or no effect on correcting the problematic false alarm notifications. It is recommended that this ineffective practice be limited to one (1) occurrence instead of unlimited use as the ordinance currently allows. In addition to other communities, it was also found that limiting it to one use is recommended by both the National Burglar and Fire Alarm Association and the False Alarm Reduction Association.

It has been found that the timely collection of fines and fees is an ongoing problem. Multiple notifications by mail in addition to telephone notification and in some cases, personal contact by administrative personnel has been necessary to collect on overdue fines and fees. We propose a two-step solution to this problem. The first step is to initiate a thirty-five percent (35%) increase in fines or fees that are not paid within 30 days of notification. The second step is to contract with a professional organization to administer all notifications and collections for the City of Palatka. In addition to being more efficient, this practice would eliminate the majority of time spent by police department clerical staff to administer the alarm ordinance.

A requirement in the ordinances of many communities at this time is referred to as Verified Alarm Response. This is the confirmation of an unauthorized and unlawful entry or attempted unauthorized or unlawful entry upon a premises, building or structure made by observation utilizing remote visual and/or audio equipment installed at the site. Many communities that have experienced significant economic impacts due to false alarm calls for service have made this a requirement for every alarm system. We do not propose that drastic a measure at this time, but do feel that it should be required at some point. It is recommended that Verified Alarm Response be required for any alarm site that has ten (10) or more false alarms for two (2) consecutive years. The alarm user would be required to install the technology or police response would remain suspended. In the absence of the technology, the police would only respond to an alarm call when an in progress crime is verified by persons at or near the scene.

Another issue identified over the past several years has been the inability to fill board positions on the Alarm Review Board established in the first draft of the ordinance. The board was established to review any suspension or revocation of alarm permits and hear appeals from alarm users in reference to fines or fees. The recommended change is to designate the Code Enforcement Board as the as the point of review and appeal. The board would have authority to hear all appeals in reference to all enforcement action in reference to the alarm ordinance. This will streamline the process and alleviate the problem of finding eligible board members.

Over the past several years since adopting the ordinance, staff at the Palatka Police Department has surveyed numerous alarm users and found that many of them found the language confusing in the original ordinance. Working with some of the alarm users we made recommended changes to parts of the ordinance that make it easier to understand without changing the intent or effect of the language.

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#### **RECOMMENDATION:**

The following is a summary of the proposed changes to the False Alarm Ordinance;

1. Eliminate the difference in false alarm fine rates as currently assessed for residential as compared to business alarm sites. One fine schedule would apply to both.
2. Eliminate the current practice of allowing alarm users to "exempt" a false alarm by verifying a subsequent alarm service call designed to assure proper system operation. Instead, this "verification" exemption would be allowed only once.
3. Institute a "late penalty" of thirty-five per cent for any fine not paid within thirty days of notification.
4. Contract with an outside entity for fine notification and collection services instead of handling this process "in house" as is currently practiced.

5. Impose substantial limitations and/or requirements on any alarm site which has ten or more false alarms for two consecutive years. The requirements would involve mandatory installation at the site of remote audio or visual equipment that would allow verification of unauthorized entry (or an attempt) before police dispatch in response to an alarm. If the equipment is not installed, then police would not respond to an alarm unless an "in progress crime" is verified by persons at or near the scene.
6. Eliminate the Alarm Review Board which is currently established to hear appeals of fines/penalties and designate instead the Code Enforcement Board to hear same.

The following contains statistical data that is relevant to the need for changes to the existing ordinance.

### Statistical Data

	2003	2010
<b>Total False Alarm Calls</b>	2,626	1,618
<b>Total hours on False Alarms</b>	467	305

	2003	2010
<b>Number of Businesses with 10 or more false alarms 2003 vs. 2010</b>	16	5
<b>Number of Residences with 10 or more false alarms in 2003 vs. 2010</b>	2	0

<b>Outstanding fines and fees as of December 2010</b>	\$1,390.00
<b>Active Alarm Sites registered as of December 2010</b>	720
<b>Active Alarm Sites not registered as of December 2010</b>	18
<b>Revoked Alarm Sites</b>	21

Cc;

This instrument prepared by:  
Betsy J. Driggers  
201 N. 2<sup>nd</sup> Street  
Palatka FL 32177

**ORDINANCE NO 09 –  
entitled**

**AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING CHAPTER 42 OF THE MUNICIPAL CODE OF THE CITY OF PALATKA, FLORIDA BY RESTATING ARTICLE III, BURGLAR/PANIC/DURESS ALARMS, IN ITS ENTIRETY; AMENDING DEFINITIONS; AMENDING SECTIONS ENTITLED ALARM MONITORING COMPANIES, ALARM VERIFICATION CALLS REQUIRED, USE OF LICENSED CONTRACTORS, ALARM DISPATCH RECORDS, FALSE ALARM NOTIFICATIONS AND PENALTIES, SUSPENSION OF ALARM REGISTRATION, SUSPENSION OF RESPONSE, APPEAL OF DENIAL, SUSPENSION, OR REVOCATION OF A REGISTRATION, REINSTATEMENT OF REGISTRATION, NO OBLIGATION TO RESPOND, AND ALARM SYSTEM FEES AND FINES SCHEDULE; ADDING A SECTION ENTITLED REGISTRATION PROCEDURES; AND DELETING SECTIONS ENTITLED ALARM SYSTEM OPERATOR REQUIREMENTS; REGISTRATION REQUIRED; APPLICATION; FEE; TRANSFERABILITY; FALSE STATEMENTS, AND REGISTRATION DURATION AND RENEWAL; PROVIDING FOR THE RENUMBERING OF CHAPTER 42, ARTICLE III ACCORDINGLY; ~~PROVIDING FOR SEVERABILITY AND PROVIDING AN~~ EFFECTIVE DATE.**

**WHEREAS**, a number of private residences and businesses in the City of Palatka maintain private alarm systems; and

**WHEREAS**, false alarms generated by such alarm systems are a drain on vital City resources and divert essential police and fire safety personnel from other potentially life threatening and/or dangerous situations; and

**WHEREAS**, it is in the best interests of the citizens of the City of Palatka to a comprehensive regulations governing the use and operation of private burglar, robbery

and panic/duress alarm systems and responses thereto in order to minimize the number of false alarms generated, and to provide for cost recovery; and

**WHEREAS**, this Ordinance restates and replaces Chapter 42 of the Palatka Municipal Code of Ordinances, originally adopted by the Palatka City Commission by Ordinance 04-01 on January 22, 2004.

**NOW, THEREFORE, BY IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA, FLORIDA, AS FOLLOWS:**

**SECTION I.** That Chapter 42, Section III, entitled BURGLAR/PANIC/DURESS ALARMS is hereby restated in its entirety to read as follows:

**ARTICLE III. BURGLAR/PANIC/DURESS ALARMS**

Sec. 42-71. Intent.

(a) The intent of this article is to encourage security alarm users and alarm businesses (sales, installation, customer service and/or monitoring) to maintain the operational reliability, to promote the proper use of alarm systems and to reduce or eliminate dispatch requests for false alarms and the proper use of alarm systems in limiting unnecessary police emergency responses to false alarms/alarm malfunctions.

(b) This article governs burglary, robbery and panic systems, to require registrations, establish fees, provides for penalties for violations, establish a system for the administration of false alarm documentation and establish criteria for limited response to alarms. ~~creates a system of administration, and sets conditions for suspension or loss of registration.~~

(Ord. No. 04-1, § 1, 1-22-2004)

Sec. 42-72. Definitions

The following words, terms, and phrases, when used in this article shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

As used in this section, the following terms shall be defined as:

**Alarm Administrator** shall mean the Chief of Police. ~~or his/her designee.~~

**Alarm Coordinator** shall mean a person or persons and/or a company selected by the chief of police to administer, control and review alarm applications, permits and false alarm notifications, and provide assistance to alarm users in preventing false alarms from their systems.

**Alarm dispatch request notification shall** mean a notification to public safety officials intended to summon the police, which is designed either to be initiated purposefully by a person or by an alarm system that responds to a stimulus characteristic of unauthorized intrusion.

~~**Alarm review board** shall consist of the chief of police or his/her designee, one representative from a licensed alarm company and three members of the public at large, one representing industrial property, one representing commercial property and one representing residential property, appointed by the city commission.~~

Alarm permit shall mean a permit issued by the Palatka Police Department Alarm Coordinator with an identification number designated to a registered alarm site.

Alarm registration shall mean a registration completed by the alarm user, approved by the alarm coordinator for a period of twelve months in which an alarm permit is assigned for the designated alarm site.

Alarm site shall mean a single premise or location control unit/signal served by an alarm system or multiple systems. Each alarm site is designated by a single 911 address. An alarm site may have multiple alarm systems that reflect the same address when summoning emergency response, but the system may designate a specific facility, building or location at that same address.

Alarm system shall mean a device or system, that emits, transmits or relays a signal intended to summon, or that would reasonably be expected to summon, police services of the City, including but not limited to local alarms. Alarm system does not include:

- (a) An alarm installed on a vehicle unless the vehicle is permanently located at a site; or
- (b) An alarm designed to alert only the inhabitants of a premise that does not have a monitored alarm.

Alarm system contractor shall mean a person or business licensed under Chapter 489 of the Florida State Statutes, as an electrical or alarm system contractor. A person or business that sells, provides, maintains, services, repairs, alters, replaces, moves or

installs alarm systems at an alarm site. This definition also includes those persons or firms that install and service alarm systems that will be used in their private or proprietary facilities. This does not include persons doing installation or repair work where such work is performed without compensation of any kind (i.e., "do-it-yourselfers").

Alarm user operator shall mean the person(s), firm, partnership, corporation, association, organization, company or other entity that owns the premises on which the alarm system is maintained, or the lessee of the premises, if the lessee is legally responsible for the operation and maintenance of the alarm system any person, who (which) has contracted for monitoring, repair, installation or maintenance service from an alarm installation company or monitoring company for an alarm system, or who (which) owns or operates an alarm system, which is not monitored, maintained or repaired under contract.

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Alarm User Awareness Class shall mean a class conducted for the purpose of educating Alarm Users about the responsible use, operation, and maintenance of Alarm Systems and the problems created by False Alarms.

**Automated dialing device** shall mean an alarm system, which automatically sends via telephone, a prerecorded voice message or coded signal indicating the existence of an emergency situation.

Audio Verification shall mean the transfer of sounds from the protected premises to the monitoring company, as a result of activation of one or more devices, to confirm or deny the validity of the alarm signal.

~~Designated authority means the chief of police or his/her authorized representative/designee.~~

False / Accidental Alarm Dispatch notification (F.A.N.) shall mean the activation of an alarm system for any reason other than an ~~unauthorized entry~~ a robbery or unauthorized entry, and subsequent response by the police department to that alarm site. A false alarm does not include:

- (a) An alarm caused by physical damage to the alarm system as a result of lightening, wind, or other meteorological events, where there is clear evidence of physical damage to the alarm system; or
- (b) An alarm caused by disconnection of a telephone circuit beyond the control of the alarm operator or his/her agents, verified by on-site inspection by police personnel or written communication from the telephone company or an alarm contractor; or
- (c) An alarm caused by continuous electrical power disruption in excess of four hours.
- (d) Multiple mechanical false alarm/alarm malfunction notifications in a 24-hour period of time shall be counted as only one false alarm notification.

Hold-up Alarm shall mean a silent alarm signal generated by the manual activation of a device intended to signal a robbery in progress or immediately after it has occurred.

Monitoring shall mean the process by which a Monitoring Company receives signals from an Alarm System and relays an Alarm Dispatch Request to the municipality for the purpose of summoning law enforcement to the Alarm Site.

Non-permitted site shall mean a monitored alarm system site whose user has not obtained an alarm permit with the City of Palatka Police Department, alarm coordinator.

Panic Alarm shall mean a silent alarm signal generated by the manual activation of a device intended to signal a life threatening or emergency situation requiring law enforcement response.

**Person** shall mean an individual, corporation, partnership, association, organization or similar entity.

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~~Registration holder means the person designated in the application as required in section 42-73 who is responsible for: responding to alarms and giving access to the site; showing evidence of compliance with alarm system agent certification as mandated in F.S. 489.518; proper maintenance and operation of the alarm system; and, payment of fees.~~

**Registration year** shall mean the period starting from the date of issuance of a registration and ending one year (12 months) from that date.

Robbery – See Hold-up Alarm

Special trunk line shall mean a telephone line leading into the communications center for police or emergency dispatch of the police department that is for the primary purpose of receiving emergency messages that originate from automatic protection devices and are transmitted directly or through an alarm monitoring company.

Verified Alarm Response shall mean confirmation of an unauthorized and unlawful entry or attempted unauthorized or unlawful entry upon the premises, building or structure protected by a burglar alarm system. Confirmation or verification may be made by the alarm system user, other person at or near the scene of the activation, private guard responder or central monitoring company/operator, and shall be based on physical observation or inspection of the premises/site, or by remote visual inspection of the premises/site using audio and/or visual monitoring equipment.

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Video Verification shall mean the transfer of video images to the monitoring company reflecting conditions existing at the protected premises at the time an alarm was activated through the use of video technology.

Section 42-73: Required Registration of Alarm Systems; Registration Procedures;

Requirements for Alarm Permits

Required Registration of Alarm Systems

(a) No alarm user shall operate, or cause to be operated, an alarm system at its alarm site without a valid alarm registration for the alarm site.

(b) Each alarm system user shall not contract or retain an alarm system contractor, which is not properly licensed and/or employs alarm system agents who are not in compliance with F.S. 489.518. Unlicensed alarm contracting is a violation of state statute and punishable by fine and/or imprisonment.

(c) A separate registration is required for each alarm system. site

(d) Alarm systems shall be registered on an annual basis by the alarm user, to ensure that the alarm user certifies that the registration information maintained in the city's records is correct. The registration shall be effective for the period of one year (12 months), beginning with original registration date. The initial registration fee shall be twenty-five dollars (\$25.00) and re-registration will be twenty-five dollars (\$25.00) ten dollars (\$10.00) and no re-registration fee shall be charged.

(e) Any alarm user who does not obtain a registration within sixty (60) days from the effective date of this article will be considered to have a non-registered alarm site and will be fined based upon table 42- , Alarm system fees & fines schedule.

(f) Any alarm user who does not obtain a registration within thirty (30) days of the registration renewal date, after being properly notified to do so by the Alarm Coordinator will be considered to have a non-registered alarm site and will be fined based upon table 42- .

(g) Any alarm user who does not obtain a registration within thirty (30) days of a new installation will be considered to have a non-registered alarm site and will be fined based upon table 42- .

(h) Any alarm user who does not obtain a registration within thirty (30) days of a transfer or conversion will be considered to have a non-registered alarm site and will be fined based upon table 42- .

(i) Any alarm user who does not obtain a registration within thirty (30) days of the mailing date of final notification of the registration requirements by the Alarm Coordinator, will be considered to have a non-registered alarm site and will be fined based upon table 42- .

(j) The alarm coordinator shall provide notice of send alarm registration renewal notices no less than forty-five thirty (45 30) days prior to the expiration of the alarm registration.

(k) It is the responsibility of the alarm system user to renew a registration submit an application prior to the registration expiration date. Failure to renew will be classified as use of a non-registered alarm system site and fines will be assessed from table 42- .

(l) Any false statement of a material matter made by an applicant for the purpose of obtaining an alarm registration shall be sufficient cause for refusal to issue a registration.

(m) All fines/fees owed by an alarm user applicant must be paid before a registration permit may be issued or renewed.

(n) No registration is required for a deactivated alarm system.

(Ord. No. 04-1, § 1, 1-22-2004)

### Registration Procedures

(a) Applications for alarm registration are available at the Palatka Police Department or on the Palatka Police Department website. An incomplete application form shall be returned to the applicant for completion within thirty (30) calendar days during which time the system shall be considered unregistered.

(b) As part of the application process, the alarm user shall provide the following information to the alarm administrator:

(1) The name, address and telephone numbers of the alarm user;

(2) The address of the alarm site;

(3) The classification of the alarm site as residential, commercial, or governmental;

(4) The type of alarm system, such as burglary, robbery, duress or panic;

(5) The names, addresses, and telephone numbers of two persons who have access to the premises, the ability to reset the alarm, and who, upon request of the police department, will respond to the alarm;

(6) The date of installation, conversion or takeover of the alarm system;

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whichever is applicable;

(7) The name, address, and telephone number of the commercial alarm monitoring company;

(8) ~~Provide proof~~ Acknowledge that a set of written operating instructions for the alarm system, including written guidelines on how to avoid false alarms, has been provided by the alarm system contractor;

(9) Provide a copy, if requested, the current state alarm system agent certification, as mandated in F.S. 489.518;

(10) The name, address, and telephone number of the installer and date of installation, if known;

(11) The name, address, and telephone number of the commercial entity that last performed maintenance on the alarm system, if known;

(12) Any dangerous or special conditions present at the alarm site;

(13) Other information required by the alarm administrator, which may be necessary for the enforcement of this article;

(c) The alarm coordinator shall issue to the applicant an alarm permit upon registration of the alarm system, unless the applicant has:

(1) Failed to pay a fee or fine assessed for violations under this ordinance; or,

(2) Had an alarm registration for the alarm site suspended or revoked, and the violation(s) causing the suspension(s) or revocation(s) has not been corrected; or,

(3) Failed to provide on-site alarm system agent credentials as mandated in F.S. 489.518;

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~~(d) The permit shall be placed in a conspicuous location such as the window closest to the main entrance of the premises. The sticker shall read "False Alarm Reduction Program, City of Palatka Police Department" and shall have an identification number. Failure to display this permit at the alarm site will result in fines set forth in table 42-91.~~

#### Requirements for Alarm Permits

(a) The alarm identification permit issued by the alarm coordinator at the Palatka Police Department is only effective for the registered alarm site-system and alarm user.

An alarm user shall inform the Alarm Coordinator, of any change that alters any information listed on the alarm registration within seven (7) business days. If there is a new alarm user, the new user shall register the alarm with the Police Department. The fee for the new alarm user shall be the same as the initial registration fee.

(b) An alarm registration is non-transferable, therefore it cannot be transferred to another person.

(Ord. No. 04 1, § 1, 1 22 2004)

~~Sec. 42-73. Alarm system operator requirements; registration required; application; fee; transferability; false statements.~~

~~(a) No alarm user shall operate, or cause to be operated, an alarm system at its alarm site without a valid alarm registration.~~

~~(b) A separate registration is required for each alarm site.~~

~~(c) Each alarm system operator shall not contract or retain an alarm system contractor, which is not properly licensed and/or employs alarm system agents who are not in compliance with F.S. 489.518. Unlicensed alarm contracting is a violation of state statute and punishable by fine and/or imprisonment.~~

~~(d) The fee for an alarm registration or an alarm registration renewal shall accompany each alarm site application for residential, commercial, and governmental locations; and is set forth below and shall be paid by the alarm user. No refund of a registration or registration renewal fee will be made. The initial alarm registration fee must be submitted to the alarm administrator within 30 days after the alarm system installation or alarm system takeover.~~

~~(e) Upon adoption of this article, each current alarm operator has a 90 day grace period to register each alarm site.~~

~~(f) Failure to register each alarm site shall result in a fine (see fees and fines table).~~

~~(g) As part of the application process, the alarm operator shall provide the following information to the alarm administrator:~~

~~(1) The name, address and telephone numbers of the alarm operator;~~

~~(2) The address of the alarm site;~~

~~(3) The classification of the alarm site as residential, commercial, or governmental;~~

~~(4) The type of system, such as burglary, robbery, or panic;~~

~~(5) The names, addresses, and telephone numbers of two persons who have access to the premises, the ability to reset the alarm, and who, upon request of the police department, will respond to the alarm;~~

~~(6) The date of installation, conversion or takeover of the alarm system, whichever is applicable;~~

~~(7) The name, address, and telephone number of the commercial alarm monitoring company;~~

~~(8) Provide proof that a set of written operating instructions for the alarm system, including written guidelines on how to avoid false alarms, has been provided by the alarm system contractor;~~

~~(9) Provide a copy the current state alarm system agent certification, as mandated in F.S. 489.518;~~

~~(10) The name, address, and telephone number of the installer and date of installation, if known;~~

~~(11) The name, address, and telephone number of the commercial entity that last performed maintenance on the alarm system, if known;~~

~~(12) Any dangerous or special conditions present at the alarm site;~~

~~(13) Other information required by the alarm administrator, which may be necessary for the enforcement of this article;~~

~~(h) The alarm administrator shall issue an alarm registration to an applicant unless the applicant has:~~

~~(1) Failed to pay a fee assessed under section 13; or,~~

~~(2) Had an alarm registration for the alarm site suspended or revoked, and the violation(s) causing the suspension(s) or revocation(s) has not been corrected; or,~~

~~(3) Failed to provide on-site alarm system agent credentials as mandated in F.S. 489.518.~~

~~(i) Any false statement of a material matter made by an applicant for the purpose of obtaining an alarm registration shall be sufficient cause for refusal to issue a registration.~~

~~(j) An alarm registration cannot be transferred to another person. A registration holder shall inform the designated authority in writing of any change that alters any information listed on the registration application within 30 days. No fee will be assessed for such changes.~~

~~(k) All fees owed by an applicant must be paid before a registration may be issued or renewed.~~

~~(l) No registration is required for a deactivated alarm system.~~

~~(Ord. No. 04-1, § 1, 1-22-2004)~~

~~Sec. 42-74. Registration duration and renewal.~~

~~(a) Each alarm registration shall expire one year from the date of issuance, and must be renewed annually by submitting an updated application to the alarm administrator.~~

~~(b) The alarm administrator shall send alarm registration renewal notices no less than 30 days prior to the expiration of the alarm registration.~~

~~(c) It is the responsibility of the alarm system operator to submit an application prior to the registration expiration date. Failure to renew will be classified as use of a non-registered alarm system and citations and penalties shall be assessed without waiver.~~

~~(Ord. No. 04-1, § 1, 1-22-2004)~~

Sec. 42-\_\_\_: Proper alarm system operation and maintenance.

An alarm system operator shall:

(a) Maintain the premises and the alarm system in a manner that will minimize or eliminate false alarm notifications, and;

(b) Respond or cause his/her representative to appear at the alarm site within a 30

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minute response time, when notified by the City of Palatka representative to deactivate a malfunctioning alarm system, to provide access to the premises, or to provide security for the premises;

(c) Not manually activate an alarm for any reason other than an occurrence of an event that the alarm system was intended to report;

(d) In the case of monitored residential or commercial intrusion/burglary alarm systems, provide a central monitoring verification call to the premises generating the alarm signal, prior to alarm monitor personnel contacting a law enforcement agency for alarm dispatch;

(e) Not operate any alarm site with an automatic dialing device programmed to connect directly to the police department or the sheriff's communications center or a fine shall be assessed;

(f) Not operate an alarm system which does not have a minimum of a four hour auxiliary power supply, or a fine shall be assessed;

(g) Install a device to automatically terminate the audible signal within 15 minutes of activation, and,

(h) A person in control of a local (audible) alarm shall adjust the mechanism or cause the mechanism to be adjusted so that an alarm signal will sound for no longer than 15 minutes after being activated, or a fine will assessed.

(Ord. No. 04-1, § 1, 1-22-2004)

**State law references:** F.S. § 489.530.

Sec. 42-\_\_\_\_: Modification of existing alarm systems.

Whenever an existing alarm system is serviced, modified, or inspected, the following

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features shall be removed by the alarm system contractor:

(a) Single action, non-recessed switches that activate a panic alarm; and

(b) Duress or "one-plus" programming that activates a panic alarm, or a fine will be assessed.

(Ord. No. 04-1, § 1, 1-22-2004)

Sec. 42-\_\_\_\_: Manual reset required.

An organization or person in control of an alarm site that causes an alarm notification to be sent directly to the city's contracted communications center shall adjust the mechanism or cause the mechanism to be adjusted so that upon activation the system will not transmit another alarm signal without being manually reset.

(Ord. No. 04-1, § 1, 1-22-2004)

Sec. 42-\_\_\_: Alarm monitoring companies.

Alarm users shall be responsible for providing the Alarm Coordinator with the following:

~~(a) All alarm monitoring companies shall register annually with the chief of police; and obtain the appropriate city occupational license(s) [from] the city building and zoning department. Each alarm monitoring registration shall be valid for 12 months.~~

~~(b) The alarm monitoring company shall provide the following:~~

(a) Name, street address, and telephone number, and contact person(s);

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~~(2) The names, street addresses, and telephone numbers of all alarm system operators contracted with within the city limits;~~

(b) The procedures used to verify the legitimacy of an alarm prior to notification of the police department;

~~(4) The name, street address, and telephone number of the qualifying agent.~~

~~(e) Upon registration, the alarm monitoring company shall be provided with a telephone number for alarm reporting.~~

~~(d) Monitoring companies shall maintain, for a period of one year, records relating to alarm notification and shall provide such records to the chief of police upon his/her request.~~

~~(e) Monitoring companies shall ensure that their databases of contracted alarm system operators reflect current data to include:~~

~~(1) Names of alarm system operators;~~

~~(2) Emergency contact person(s), with addresses and telephone numbers, and;~~

~~(3) Operational status of each alarm site.~~

(c) If an alarm user operator provides notice of disconnection to the monitoring company (verifying documentation), the company, and a false alarm(s) occurs, the alarm user shall not be held liable ~~monitoring company shall be liable~~ for any and all alarm activations.

(d) Alarm companies shall:

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(1) Ensure that all alarm users are provided with adequate training in false alarm prevention.

(2) Verify alarm calls in accordance with Fla. Stat. § 489.529, and attempt to cancel dispatch when verification of a false alarm is received.

(Ord. No. 04-1, § 1, 1-22-2004)

Sec. 42-\_\_\_\_: Alarm verification calls required.

All burglary or intrusion alarm systems that are monitored by a central monitoring company shall have verification telephone calls made to the alarm site and/or the responder for the site, by the alarm monitoring company prior to contacting the police department. However, if the alarm site has functioning visual or auditory sensors (Verified Alarm Response capability) that verifies whether or not a crime is occurring, the verification call is not required (Verified Alarm Response)

(Ord. No. 04-1, § 1, 1-22-2004)

**State law references:** F.S. § 489.529.

Sec. 42-\_\_\_: Use of licensed contractors.

(a) All alarm system contractors shall register annually with the *City of Palatka* ~~Chief of Police~~; and obtain the appropriate city occupational license(s) from the city building and zoning department. Each registration shall be valid for 12 months.

(b) No person shall install, maintain, repair, alter, service or monitor alarm systems for compensation without being an alarm system contractor.

(c) All alarm system contractors shall furnish each of its agents with identification cards in accordance with § 489.518, Florida Statutes.

(d) Alarm system contractors shall not install systems or equipment or use methods of installation that do not meet or exceed minimum Underwriters Laboratories or American National Standards Institute requirements for the appropriate installation and which do not use control panels tested for conformance to the Security Industry Association's Control Panel Standard.

(e) Alarm system contractors shall not activate or service an alarm system unless it is registered.

(f) Alarm system contractors shall not cause a false alarm during the servicing, repairing, testing or inspection of an alarm system, unless it is [registered] by the alarm administrator.

(g) Alarm system contractors shall not install, maintain, repair, alter or service an alarm system, unless the alarm system contractor reasonably believes that the system is registered, or a fine shall be assessed.

(Ord. No. 04-1, § 1, 1-22-2004)

Sec. 42-\_\_\_: Alarm system operating instructions.

A person in control of an alarm system shall maintain at each alarm site a complete set of written operating instructions for each alarm system. Special codes, combinations, or passwords should not be included in these instructions.

(Ord. No. 04-1, § 1, 1-22-2004)

Sec. 42-\_\_\_: Alarm dispatch records.

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(a) The officer responding to an alarm dispatch request resulting from a burglary, robbery, personal hostage or robbery alarm notification shall record such information as necessary, including but not limited to the following information:

- (1) Identification of the registration holder (if available);
- (2) Identification of the alarm site,
- (3) Arrival time and dispatch-received time,
- (4) Time of day, date, and time,
- (5) Weather conditions,

(6) Area and/or sub-area of premise involved,

(7) Name of registration holder's representative on premises, if any.

(b) The responding officer shall indicate on the dispatch record whether the notification was caused by a criminal offense, an attempted criminal offense, or was a false alarm/alarm malfunction.

~~(e) In the case of an assumed false / accidental alarm dispatch or alarm malfunction, the responding officer shall leave notice at the alarm site that the police department has responded to a false / accidental alarm dispatch or alarm malfunction notification. The notice must include the following information:~~

~~(1) The date and time of police response to the false alarm notification,~~

~~(2) The identification number of the responding patrol officer, and~~

~~(3) A statement urging the registration holder to ensure that the alarm system is properly operated and maintained in order to avoid service fees.~~

(Ord. No. 04-1, § 1, 1-22-2004)

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Sec. 42-\_\_\_: System performance reviews.

If there is reason to believe that an alarm system is not being used or maintained in a manner that insures proper operation and suppresses false alarms and/or alarm malfunctions, the Alarm Administrator may require a conference with an alarm registration holder and the individual or association responsible for maintenance of the alarm system to review the circumstances of each false alarm/alarm malfunctions.

(Ord. No. 04-1, § 1, 1-22-2004)

Sec. 42-\_\_\_: False alarm notifications and penalties.

**Notification**

The Alarm Coordinator shall notify the alarm user in writing after each false alarm. The notification shall include; the amount of the fine for false alarm, notice that the alarm user can submit a service affidavit or attend the alarm user awareness class if applicable (3<sup>rd</sup> and 4<sup>th</sup> offense), the fact that response will be suspended after the 10<sup>th</sup> false alarm, excluding duress, hold-up and panic alarms, and a description of the appeals process available to the alarm user.

The Alarm Administrator will notify the alarm user and the alarm installation company or the monitoring company in writing ten (10) days before the alarm response is to be suspended. This notice of suspension will also include the amount of the fine for each false alarm and description of the appeals procedure available to the alarm user and the alarm installation company or monitoring company.

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**Penalties**

The holder of an alarm permit registration or the person in control of an alarm system shall be subject to warnings, suspensions, and revocations, or loss of registration depending on the number of false alarm notifications emitted from an alarm system within a 12-month period based upon the following schedule:

(a) No fee shall be assessed for the first two (2) false / accidental alarms/alarm malfunctions at the same premises responded to by the police department during each calendar registration year. Thereafter, a fine shall be assessed and paid by the alarm

registration holder for each false / accidental alarm/alarm malfunction, responded to by the police department at the same premises during said calendar registration year except as provided for the 3<sup>rd</sup> and 4<sup>th</sup> false alarms as allowed below, (b):

(b) Upon the third and/or subsequent false / accidental alarm/alarm malfunction responded to by the police department, the owner shall be assessed a graduated fine as set forth in Sec. 42-\_\_\_\_\_ , Alarm system Fees & Fines Schedule, unless:

1. In the case of the 3<sup>rd</sup> false or accidental alarm, the alarm user within 30 days submits to the police department an "Affidavit of Service/Repair" deemed satisfactory by the designated authority. Such service affidavit of repair shall be completed by the Alarm Contractor, or

2. In the case of the 4<sup>th</sup> false or accidental alarm, the alarm user within 30 days of notification submits to the police department an Affidavit of Service/Repair or proof of completion of the prescribed Alarm User Awareness Class.

( c ) In the case of the 5<sup>th</sup> or more false or accidental alarm that the police department responds to, a graduating fine will be assessed and paid by the alarm registration holder.

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Refer to Sec. 42-\_\_\_\_\_ Alarm System Fees and Fine Schedule

~~For those false alarm/alarm malfunctions for which the owner returned a satisfactory "Affidavit of Service/Repair", those malfunctions occurring each calendar year shall be exempt from any fees in excess of the administrative fee schedule set forth in this subsection. In those cases in which the owner provided the designated authority with a satisfactory "Affidavit of Service/Repair," administrative fees shall be paid by the alarm registration holder for each false alarm/alarm malfunction responded to by the police department during each registration period.~~

(d) Any person who operates a newly installed system will not be subject to false/ accidental alarm notification accumulation notifications (F.A.N.) during the 30 days immediately following the system installation / completion provided a registration application is received by the designated authority. The completion date shall be certified by a person currently licensed by the State of Florida according to F.S. 489.518, or the date of the purchase receipt for self-installed systems.

(e) Any person operating an unregistered alarm system will be subject to fine for each false alarm in addition to any other fines. The alarm Administrator may waive the additional non-registration fine if the alarm user submits an application for alarm registration within ten (10) days of the notification of such violation.

(f) Alarm activations caused by actual criminal offenses or showing evidence of a criminal attempt shall not be counted, nor be subject false alarm notification accumulation.

(Ord. No. 04-1, § 1, 1-22-2004)

(g) If cancellation of an alarm dispatch request occurs prior to law enforcement arriving at the scene, no false alarm will be documented and no fee or fine will be assessed.

(h) The alarm installation company shall be assessed a fine if the officer responding to the false alarm determines that an on-site employee of the alarm installation company directly caused the false alarm. In this situation, the false alarm will not be counted against the alarm user.

(i) Violations - Response fines shall be paid within thirty (30) calendar days from the date a notification letter was sent to the alarm user. Failure to make payment within thirty (30) calendar days from that date shall constitute a separate offense and require an

additional fee, thirty-five (35) % of the outstanding fine / fee amount. penalty fee per outstanding fine.

(j) Any bill remaining unpaid for a period of thirty (30) days after rendition shall be delinquent. If a delinquent bill is not paid, or a protest or appeal is not filed (and later processed in accordance, generally, with the procedures set forth within this Section and subsequent Sections 42- , Suspension of Alarm Registration; Sec. 42- , Revocation or loss of alarm registration; Sec. 42- , Suspension of Response, or Sec. 42- Appeal of denial, suspension or revocation of a registration) within eighteen (18) days, the Alarm Coordinator shall have the authority to use all lawful means of collecting on the delinquent bill to include all normal and lawful means of a collection agency to obtain payment to the City. The City or the alarm coordinator in the form of a company on behalf of the City. The City or the alarm coordinator may file a lien against the property and may pursue foreclosure of the lien as well as all other legal remedies available to it, the owner being responsible for all costs and attorney's fees.

(All collections and collection practices shall comply with all pertinent consumer protection statutes and shall not utilize any defaming, harassing, or otherwise illegal activities to obtain payment. The restriction includes compliance with the Federal fair Debt collection Practices Law and the Florida Consumer Collection Practices Act, FSS 559.55-559.785. The Alarm Administrator shall review and approve all letters used for collection on behalf of the City Prior to implementation.

(k) Fees or fines not paid within 120 days, will result in revocation of the alarm registration and suspension of response by the Palatka Police Department as outlined in Section 42- , Revocation or loss of alarm registration.

Sec. 42-\_\_\_\_: Suspension of alarm registration.

The tenth false alarm notification shall result in a notice of suspension of registration to remain effective until such time as:

- (a) Alarm user ~~Registration holder~~ has responded by acknowledging the suspension in writing as directed by the designated authority, and
- (b) Alarm user ~~Registration holder~~ has taken action to remedy cause(s) of false alarm and reported as directed by the designated authority and,
- (c) The alarm administrator ~~designated authority~~ has issued a removal of suspension of registration.

(Ord. No. 04-1, § 1, 1-22-2004)

Sec. 42-\_\_\_\_: Revocation or loss of alarm registration.

The Alarm Administrator shall revoke the alarm registration if it is determined that:

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- (a) There is a false statement of a material matter in the application for a registration,
  - (b) The registration holder has violated section 42-\_\_\_\_ Required registration of alarm systems; registration procedures; requirements for alarm permits; Section 42-\_\_\_\_, False alarm notifications and penalties; or
  - (c) The registration holder has failed to make timely payment of a fee assessed under section 42-\_\_\_\_, Alarm System Fees & Fines Schedule or,
  - (d) Ten or more false alarm notifications have been emitted from the alarm site within a 12-month period,

(e) A person commits an offense if he operates an alarm system during the period in which his alarm registration is revoked.

(Ord. No. 04-1, § 1, 1-22-2004)

Sec. 42-\_\_\_: Suspension of response.

(a) The alarm administrator may suspend law enforcement response to an alarm site upon revocation of an alarm registration if it is determined that:

(1) The alarm user has ten or more false alarms in a 12-month period excluding duress, holdup or panic alarms;

(2) There is a statement of a material fact known to be false in the application for a registration;

(3) The alarm user has failed to make timely payment of a fines; or

(4) It has been determined the alarm site was never registered with the City.

(b) The alarm administrator will notify the alarm site and/or user, the alarm installation company or the monitoring company ten (10) days prior to suspension of response.

(c) Once the alarm user has been notified, the Police Department will suspend response to the alarm site except for verified in-progress crimes, duress, panic and hold-up alarms. In progress crimes or "Verified Alarm Response" may be made by the alarm user, other person at or near the scene of the activation, private guard responder or central monitoring company/operator, and shall be based on physical observation or inspection of the premises/site, or by remote visual inspection of the premises/site using audio and/or visual monitoring equipment. Falsifying an in-progress crime for the purpose of ensuring police response is violation of Florida Statutes.

(d) Reinstatement of police response will be granted once the alarm user has fulfilled the requirements outlined in Section 42- . . . , Reinstatement of registration

(e) Any alarm site with ten (10) or more false alarms per year for two (2) consecutive years that has paid all applicable fines and fees may at the discretion of the Alarm Administrator be required to install alarm verification systems (Verified Alarm Response), to include audio or visual monitoring equipment for the purpose of verifying an actual crime is in progress. If required, in the absence of installed technology to facilitate "Verified Alarm Response," the Police Department will not respond to alarm activations, except for in progress crimes reported by the alarm user, other person at or near the scene of the activation, private guard responder or central monitoring company/operator.

(f) In the case of an alarm site with ten (10) or more false alarms per year for three (3) non consecutive years or an alarm site that repeats with ten (10) or more false alarms per year for two (2) consecutive years regardless of whether or not all applicable fines and fees have been paid will be required to install alarm verification systems (Verified Alarm Response), to include audio or visual monitoring equipment for the purpose of verifying an actual crime is in progress. In the absence of installed technology to facilitate "Verified Alarm Response," the Police Department will not respond to alarm activations, except for in progress crimes reported by the alarm user, other person at or near the scene of the activation, private guard responder or central monitoring company/operator.

In the case of an alarm site with ten (10) or more false alarms per year for two (2) consecutive years regardless of whether or not all applicable fines and fees have been

paid will be required to install alarm verification systems (Verified Alarm Response), to include audio or visual monitoring equipment for the purpose of verifying an actual crime is in progress. In the absence of installed technology to facilitate "Verified Alarm Response," the Police Department will not respond to alarm activations, except for in-progress crimes reported by the alarm user, other person at or near the scene of the activation, private guard responder or central monitoring company/operator.

The alarm site will be required to maintain verified alarm response for one year (12 months) from the date of verified alarm response installation or activation.

~~(4) The alarm user has failed to submit a written certification from an alarm installation company that complies with the requirements of this article, stating that the alarm system has been inspected and repaired (if necessary) and/or additional training has been conducted by the alarm installation company.~~

~~(g.e) A person commits an offense if he/she operates an alarm system during the period in which his alarm registration is revoked and is subject to enforcement and penalties set in sections 42-\_\_\_, Alarm system fees and fines schedule. 91. 42-77 and 42-82. A~~

~~monitoring company commits an offense if it continues alarm dispatch requests to an alarm site after notification by the alarm administrator that the registration has been revoked and is subject to enforcement and penalties set forth in section 42-82.~~

~~(5) Unless there is separate indication that there is a crime in progress, the police department will refuse law enforcement response to an alarm dispatch request at an alarm site for which the alarm registration is revoked.~~

~~(Ord. No. 04-1, § 1, 1-22-2004)~~

Sec. 42-\_\_\_: Appeal of denial, suspension, or revocation of a registration.

(a) If the alarm administrator designated authority denies the issuance or renewal of a registration, or suspends or revokes a registration, he shall send written notice of his action and a statement of the right to an appeal, by certified mail, return receipt requested, to both the alarm user applicant or registration holder and the applicable alarm installation/service company.

(b) The alarm user applicant or registration holder may appeal the decision to the ~~(designated authority)~~ Code Enforcement Board alarm administrator, by notifying the chief of police written notification within ten (10) business days of the receipt of notice for denial, fine, suspension, or revocation. The alarm user applicant or registration holder shall set forth the reasons for the appeal and describe desired remedies.

(c) Filing of a request for appeal shall stay the action by the alarm administrator ~~designated authority~~ of revoking a registration until the Code Enforcement Board alarm administrator has completed his review. If a request for appeal is not made within the ten (10) day period, the action of the designated authority is final.

~~A review ordered under section 42-82, requires the attendance of both registration holder and applicable alarm company.~~

(d) Alarm users Registration holders shall be entitled to a hearing before the Code Enforcement Board, if requested within sixty (60) business day's receipt of notice. ~~of a sustained revocation of registration by the alarm review board. The hearing shall be conducted by the alarm review board, at their next scheduled meeting.~~

~~(e) The alarm review board shall conduct a formal hearing and consider the evidence by any interested person(s). The board shall make their decision on the basis of a preponderance of the evidence presented at the hearing. The board must render a decision~~

~~within 30 days after the hearing is conducted. The board shall affirm, reverse, or modify the action of the designated authority. The decision of the board is final as to administrative remedies with the city.~~

~~(Ord. No. 04-1, § 1, 1-22-2004)~~

Sec. 42-\_\_\_ Reinstatement of Registration

A person whose alarm registration has been suspended or revoked may ~~be allowed to have a new registration~~ have their registration re-instated if the person:

- (a) Submits an updated application and pays a \$50.00 registration fee, and
- (b) Pays, or otherwise resolves, all citations issued to the person under this article;
- (c) Upon submission of certification from a professional alarm company, licensed by the state/county to install or design alarm systems stating that the alarm system has been inspected and maintained by, or with the direct supervision and approval of the alarm company.

~~(b) Should any fee assessed pursuant to this chapter remain unpaid in excess of 120 days from the date the charge is billed, a collection fee in the amount of 35 percent of the outstanding balance shall be assessed and shall be payable by the owner of the premises in addition to the original fee. The owner shall also be responsible for any legal fees or costs incurred by the city in enforcement of this chapter.~~

~~(Ord. No. 04-1, § 1, 1-22-2004)~~

Sec. 42-\_\_\_: No obligation to respond (Government Immunity)

Alarm registration is not intended to, nor will it, create a contract, duty or obligation, either expressed or implied, of response. Any and all liability and consequential damage resulting from the failure to respond to a notification is hereby disclaimed and governmental immunity as provided by law is retained. By applying for an alarm registration, the alarm user acknowledges that law enforcement response may be influenced by factors such as; the availability of police units, priority of calls, weather conditions, traffic conditions, emergency conditions, staffing levels and prior response history.

(Ord. No. 04-1, § 1, 1-22-2004)

*Sec. 42\_\_1. Alarm system fees & fines schedule.*

TABLE INSET:

Type of Service/Violation	Administrative Action	Fees/Fines
<del>Alarm Registration - Initial - systems in place and operating prior to July 1, 2004 -</del>	<del>Registration &amp; decal issued -</del>	<del>\$ 0 -</del>
Alarm Registration - Initial - systems installed on or after July 1, 2004	Registration & decal issued	<del>\$ 10</del> <b>\$25.00</b>
Alarm Registration - Renewal	Registration renewed	<del>\$ 0</del> <b>\$25.00</b> No Fee assessed for owners with no recorded false alarms within prior year; \$25.00 with documented false alarms -
Failure to register alarm site(s)	Fine	\$100.00
<u>Operation of a non registered alarm system (per offense/activation)</u>	Fine	<u>\$100.00</u>
Reinstatement of alarm registration	Fee	\$50.00
<i>Failure to Display Alarm Permit</i>	<i>Fine</i>	<i>\$50.00</i>

Automatic phone dialer installed	Fine	\$25.00
Battery backup not installed (minimum 4 hour)	Fine	\$25.00
Automatic 15 minute audible termination device or adjustment not installed	Fine	\$25.00
Failure to modify existing system(s) as required within section 42-___	Fine	\$25.00
Alarm system contractor(s) installing, maintaining, repairing, altering or servicing an alarm system, that is not [registered] ( <i>per offense</i> )	Fine	\$100.00
First false alarm/alarm malfunction within <u>registration</u> calendar year -- Residential-	On-site written notice	No Fine/Fee
Second false alarm/alarm malfunction within <u>registration</u> calendar year -- Residential and commercial	On-site written notice/warning letter #1	No Fine/Fee
Third false alarm/alarm malfunction within <u>registration</u> calendar year -- Residential	On-site notice/notice of violation— <u>Invoice / Fine</u>	<del>\$25.00</del> <u>\$50.00</u> <u>or Service Affidavit</u>
Commercial—		<del>\$50.00—</del>
Fourth false / <u>accidental</u> alarm/alarm malfunction within <u>registration</u> calendar year -- Residential-	On-site notice/notice of violation— <u>Invoice / Fine</u>	<del>\$45.00—</del> <del>\$75.00</del> <u>or Service Affidavit or completion of Alarm Use Awareness Class</u>
<u>Fifth false / accidental alarm or alarm malfunction within registration year</u>	<u>Invoice / Fine</u>	<del>\$100.00</del>
Sixth to ninth false / <u>accidental</u> alarm/alarm malfunctions within a <u>registration</u> calendar year -- Residential	On-site notice/notice of violation— <u>Invoice / Fine</u>	<del>\$100.00—</del> <del>\$125.00</del>
<u>Seventh false/accidental alarm within registration year</u>	<u>Invoice / Fine</u>	<del>\$150.00</del>

<u><i>Eighth false/accidental alarm within registration year</i></u>	<u><i>Invoice / Fine</i></u>	<del>\$175.00</del>
<u><i>Ninth false/accidental alarm within registration year</i></u>	<u><i>Invoice / Fine</i></u>	<del>\$200.00</del>
<del>Commercial</del>	<del>On-site notice/notice of violation</del>	<del>\$150.00</del>
<u><i>Tenth false/accidental within registration year alarm/alarm malfunction—Residential and commercial</i></u>	<u><i>Invoice / Fine</i></u> <u><i>Violation/revocation of alarm registration and suspension of response</i></u>	<del>\$225.00</del> <del>N/A</del>
<u><i>Ten or more false/accidental alarms per year for two consecutive years</i></u>	<u><i>Verified Alarm Response</i></u>	<del>N/A</del>

(Ord. No. 04-1, § 1, 1-22-2004)

**Section II.** That all sections and subsections of Chapter 42, Article III be renumbered accordingly.

**Section III.** That all ordinances or parts of ordinances in conflict therewith are hereby repealed to the extent of such conflict.

**Section IV.** That if any section or portion of a section or subsection of this ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or portion of a section, subsection, or part of this ordinance.

**Section V.** That this ordinance shall take effect upon its passage as provided by law.

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

**PASSED AND ADOPTED** by the City Commission of the City of Palatka on this \_\_\_\_ day of \_\_\_\_\_, 2011.

**CITY OF PALATKA**

**By: \_\_\_\_\_**  
**It's MAYOR**