

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 September 22, 2011

CALL TO ORDER:

- Invocation – The Reverend Joey Floyd, Pastor; River Road Baptist Church
- Pledge of Allegiance
- Roll Call

APPROVAL OF MINUTES – 9/9/11

1. PUBLIC RECOGNITION/PRESENTATIONS:

- RETIREMENT RECOGNITION: Police Commander Reno Fells** – 14 years of service
- RESOLUTION** urging all tobacco product retailers in Putnam County to cease the sale and marketing of all flavored tobacco products – Adopt – Putnam County SWAT Chapter, Requestor
- STUDENT OF THE MONTH** – September, 2011 – Mayor Myers & Vice Mayor Brown

Mikia Colson	Beasley Middle School
Christian Nathaniel Shiflett	Browning Pearce Elementary School
Ruby Doran	Children's Reading Center Charter School
Dalton Akins	E.H. Miller School
Timothy Mathis	James A. Long Elementary School
Haley Nunley	Jenkins Middle School
Shawn Brazzeal	Kelley Smith Elementary School
Tyler Bennett	Mellon Elementary School
Rickasia Medlock	Moseley Elementary School
Serena Kemp	Palatka High School
Taylor Hess	Peniel Baptist Academy

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

3. CONSENT AGENDA:

- Approve Budget Amendments & Transfers for F/Y 2010-2011** – Finance Director
- Set Halloween Trick or Treat Date** for October 31, 2011, 6:00 p.m. to 8:00 p.m.
- Accept resignation** of Zachary Landis from Palatka Planning Board effective immediately
- Accept resignation** of Rev. Ezekial Johnson from Palatka Planning Board effective immediately

* 4. PUBLIC HEARING – TRIM Calendar - Tentative Budget and Proposed Millage Rate (8.65)

- Levy Ordinance** – 2011/12 Budget year – 2nd Reading, Adopt
- Appropriation Ordinance** – 2011/12 Budget year – 2nd Reading, Adopt

* 5. PLANNING BOARD APPOINTMENTS: two (2) at-large positions – Per Results of Balloting

- Appoint Daniel Sheffield to the remainder of a three-year term to expire December 31, 2011 and for an additional three-year term to expire December 31, 2014
- Appoint Sharon Buck to the remainder of a three-year term to expire December 31, 2012.

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- * 6. **ORDINANCE** amending Chapter 10 of the Code of Ordinances to shift responsibility of reviewing alcoholic beverage licenses to the Planning Director – 1st Reading
- * 7. **ORDINANCE** amending Chapter 78 of the Code of Ordinances to shift responsibility of issuing Business Tax Receipts to the Building & Zoning Department – 1st Reading
- * 8. **ORDINANCE** amending Chapter 94 of the Code of Ordinances to shift responsibility of administering buffering and screening requirements to the Planning Director – 1st Reading
- * 9. **ORDINANCE** amending Chapter 94 of the Code of Ordinances to set forth requirements for the preparation of landscape plans for new construction – 1st Reading
- * 10. **PUBLIC HEARING** – Application to Annex, Amend the Future Land Use Map and Future Land Use Element on a parcel of land, 14.4 acres on Moody Rd., 600' South of Reid St. from County US (Urban Services) to City of Palatka IL (Industrial), and Rezone from County IL (Industrial, Light) to City M-1 (Light Industrial) – City of Palatka, applicant.
 - a. Land Use Amendment Ordinance – 2nd Reading, Adopt
 - b. Rezoning Ordinance – 2nd Reading, Adopt
- * 11. **PUBLIC HEARING** – 300 Stillwell Ave. – Application to Annex, Amend the Future Land Use Map and Future Land Use Element on a parcel of land, 0.3 acres from County US (Urban Services) to City of Palatka RL (Residential, Low Density), and Rezone from County R-1A (Residential 1A, Single-Family) to City R-1A (Single-Family Residential) – Rev. Ezekial Johnson, Applicant
 - a. Land Use Amendment Ordinance – 2nd Reading, Adopt
 - b. Rezoning Ordinance – 2nd Reading, Adopt
- * 12. **ORDINANCE** setting forth new water rates inside and outside the City Limits – 2nd Reading, Adopt
- * 13. **ORDINANCE** setting forth new sanitation rates inside and outside the City Limits – 2nd Reading, Adopt
- * 14. **ORDINANCE** – amending the City of Palatka Code of Ordinances to provide a new section of the Zoning Code; Section 62-15 to delineate setbacks for signs – 2nd Reading, Adopt

AGENDA ITEMS 15 through 21 – Large Scale Comp Plan Amendments with/without accompanying rezoning, for adoption

- * 15. **ORDINANCE** – 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 – 2nd Reading
 - a. Land Use Amendment – Adopt
 - b. Rezoning Ordinance – Adopt

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- * 16. **ORDINANCE** – 1100 N. 19th 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 – Adopt
- * 17. **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 – 2nd Reading
 - a. Land Use Amendment – Adopt
 - b. Rezoning Ordinance – Adopt
- * 18. **ORDINANCE** - 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 – Adopt
- * 19. **ORDINANCE** – 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-2 (Other Public Facilities) - City of Palatka Building & Zoning Dept., Applicant – 2nd Reading
 - a. Land Use Amendment – Adopt
 - b. Rezoning Ordinance – Adopt
- * 20. **ORDINANCE** – 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) - City of Palatka Building & Zoning Dept., Applicant – 2nd Reading
 - a. Land Use Amendment – Adopt
 - b. Rezoning Ordinance – Adopt

21. **ADMINISTRATIVE REPORTS**

- a. Fire ISO Rating – Fire Chief Mike Lambert

22. **COMMISSIONER COMMENTS**

23. **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.

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Upcoming Events:

October 7, 2011 – Employee Safety Luncheon
October 31, 2011 – Halloween Trick Or Treat
Nov. 11 – City Offices closed for Veterans' Day
Nov. 17 & 18, 2011 – Legislative Conference, Orlando
Nov. 24 & 25, 2011 – City offices closed to observe Thanksgiving

Board Openings:

Putnam Co. Library Board:	1 Member (at large)
Code Enforcement Board:	1 Vacancy (Sub-Contractor)
Tree Committee	1 Vacancy
Historic Preservation Board:	1 alternate
Fire Pension Board	1 Vacancy ("5 th member")
Housing Authority Board	1 Vacancy

RESOLUTION No. 9-12

Entitled

**A RESOLUTION OF THE CITY OF PALATKA,
FLORIDA, URGING ALL LOCAL RETAILERS THAT
SELL TOBACCO PRODUCTS TO CEASE THE SALE
AND MARKETING OF ALL FLAVORED TOBACCO
PRODUCTS, IN CONCURRENCE WITH THE
RECOMMENDATION OF THE STUDENTS WORKING
AGAINST TOBACCO, PUTNAM COUNTY TOBACCO
FREE PARTNERSHIP, AND CAMPAIGN FOR
TOBACCO FREE KIDS**

WHEREAS, tobacco use is the number one cause of preventable deaths in the United States and almost 90 percent of tobacco users started before they were 18 years old; and

WHEREAS, each day more than 4,000 young people try smoking for the first time and another 1,000 youth become regular daily smokers; and

WHEREAS, the Surgeon General has concluded that tobacco advertising greatly contributes to youth smoking rates; and

WHEREAS, an estimated one-third of adolescent experimentation with smoking can be directly attributed to tobacco advertising and promotional activities; and

WHEREAS, the Master Settlement Agreement (MSA) reached in 1998 between state Attorneys General and major tobacco companies forbids cigarette manufactures from directly or indirectly targeting youth in advertising, marketing and promotion of tobacco products aimed at initiating, maintaining or increasing youth smoking; and

WHEREAS, internal tobacco industry documents seem to strongly suggest that manufactures intentionally target youth through the use of candy and fruit-like flavors in tobacco products; and

WHEREAS, research from the Harvard School of Public Health (published November 2005) found that cigarette makers are targeting young smokers with new candy and liqueur-flavored brands that mask the harsh and toxic properties found in tobacco smoke. Tobacco companies use youth-oriented colorful and stylish packaging and exploit adolescents' attraction to candy flavors with names such as "Mandarin Mint", "Winter Warm Toffee" and "Twista Chill"; and

WHEREAS, national studies have found that the vast majority of people who are using these flavored tobacco products are youth and young adults; and

WHEREAS, research by Students Working Against Tobacco (SWAT) youth shows that the majority of local tobacco retailers surveyed in the City of Palatka sell flavored tobacco products of various kinds; and

WHEREAS, some tobacco products, specifically flavored cigars and blunt wraps are also used as drug paraphernalia of the smoking of marijuana; and

WHEREAS, flavored tobacco products have been defined as including, but not limited to: loose tobacco, including snuff flour, plug and twist tobacco, fine cuts, chewing tobacco, snus, shisha tobacco, smoking or snuffing tobacco products and all other kinds and forms of tobacco, including but not limited to cigarettes, cigars, smokeless tobacco products, spitless tobacco products, and blunt wraps prepared in such a manner with the purpose for chewing, inhaling, smoking, or ingesting in any manner in which the product or any of its component parts (including the tobacco, filter or paper) contain, as a constituent (including a smoke constituent) or additive, an artificial or natural flavor (other than tobacco or menthol) or an herb or spice that is a characterizing flavor of the tobacco product of tobacco smoke; and

WHEREAS, other community organizations and local government agencies have affirmed their support for this measure and support a safe, healthy environment in which our youth can grow and prosper free from the influences of tobacco industry marketing and from addiction to tobacco; and

WHEREAS, the Palatka City Commission supports a safe, healthy environment in which our youth can grow and prosper free from the influences of tobacco industry marketing and from addiction to tobacco.

NOW, THEREFORE BE IT RESOLVED by the Palatka City Commission, in support of the students working against tobacco, Putnam County Tobacco Free Partnership, and Campaign for Tobacco Free Kids, as follows:

1. That the Palatka City Commission supports the campaign to cease marketing flavored tobacco products to Putnam County's youth, and hereby urges all local retailers that sell tobacco products to immediately cease the sale and marketing of all flavored tobacco products, as defined herein; and
2. That the Palatka City Commission supports the request to encourage all government entities within Putnam County to introduce and pass similar resolutions.
3. That the Palatka City Commission hereby urges the Florida Legislature to introduce and pass legislation prohibiting the sale and marketing of flavored tobacco products as defined above; and
4. That a copy of this Resolution shall be sent to The Honorable Rick Scott, Governor of the State of Florida, and the following honorable members of the Florida Congressional Delegation: Senator Bill Nelson, Senator Marco Rubio, Representative John Mica and Representative Corrine Brown; and the following honorable members of the Putnam County Legislative Delegation: Representative Charles Van Zant, Senator Steve Oelrich, Senator Evelyn Lynn, and Senator Anthony Hill or his successor.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, on this 22nd day of September, 2011.

CITY OF PALATKA

By: _____
Its **MAYOR**

ATTEST:

CITY CLERK

Betsy Driggers

From: David_Powell@doh.state.fl.us
Sent: Tuesday, August 30, 2011 2:45 PM
To: Betsy Driggers
Cc: SavannahR.SWAT.VC@gmail.com; kahreem.golden@gmail.com; alicia_lynn43@yahoo.com
Attachments: Res R11-15 SWAT signed rotated.pdf

Ms. Driggers,

I am writing on behalf of our Putnam County SWAT chapter regarding the possibility of presenting to the City Commission on Sept 22, 2011 on the subject of candy flavored tobacco products. It is hoped that the Commission would recommend or pass a resolution similar to the one recently passed in Crescent City. I have attached a copy of that resolution in PDF format to this email for you to review. The actual presentation would be no more than ten minutes, would not require the use of any technology and be done by the youth from our chapter. Our youth and I are looking forward to this opportunity and will be happy to answer any questions in advance. Please feel free to contact me via email or at the number below if you need any additional information.

Thank you for your time,

Dave Powell
Tobacco Prevention Specialist
Putnam County Health Department
2801 Kennedy Street
Palatka, Florida 32177
386-326-3253 – Office

Mission: To promote and protect the health and safety of all people in Florida through the delivery of quality public health services and promotion of health care standards.

Please note: Florida has a very broad public records law. Most written communications to or from state officials regarding state business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.

RESOLUTION No. R11-15

RECOMMENDATION OF THE STUDENTS WORKING AGAINST TOBACCO,
PUTNAM COUNTY TOBACCO FREE PARTNERSHIP, AND CAMPAIGN FOR
TOBACCO FREE KIDS: THAT THE CRESCENT CITY COMMISSION URGES THE
PUTNAM COUNTY BOARD OF COMMISSIONERS TO INTRODUCE AND PASS A
RESOLUTION INSISTING THAT ALL LOCAL RETAILERS WHO SELL TOBACCO
PRODUCTS CEASE THE SALE AND MARKETING OF ALL FLAVORED TOBACCO
PRODUCTS

WHEREAS, tobacco use is the number one cause of preventable deaths in the United States and almost 90 percent of tobacco users started before they were 18 years old, and

WHEREAS, each day more than 4,000 young people try smoking for the first time and another 1,000 youth become regular daily smokers, and

WHEREAS, the Surgeon General has concluded that tobacco advertising greatly contributes to youth smoking rates, and

WHEREAS, an estimated one-third of adolescent experimentation with smoking can be directly attributed to tobacco advertising and promotional activities, and

WHEREAS, the Master Settlement Agreement (MSA) reached in 1998 between state Attorneys General and major tobacco companies forbids cigarette manufacturers from directly or indirectly targeting youth in advertising, marketing, and promotion of tobacco products aimed at initiating, maintaining, or increasing youth smoking, and

WHEREAS, internal tobacco industry documents strongly suggest that manufacturers intentionally target youth through the use of candy- and fruit-like flavors in tobacco products, and

WHEREAS, research from the Harvard School of Public Health (published November 2005) found that cigarette makers are targeting young smokers with new candy- and liqueur-flavored brands that mask the harsh and toxic properties found in tobacco smoke. Tobacco companies use youth-oriented colorful and stylish packaging and exploit adolescents' attraction to candy flavors with names such as "Mandarin Mint", "Winter Warm Toffee", and "Twista Chill", and

WHEREAS, national studies have found that the vast majority of people who are using these flavored tobacco products are youth and young adults, and

WHEREAS, research by Students Working Against Tobacco (SWAT) youth shows that the majority of local tobacco retailers surveyed in Crescent City sell flavored tobacco products of various kinds.

WHEREAS, some tobacco products, specifically flavored cigars and blunt wraps, are also used as drug paraphernalia for the smoking of marijuana, and

WHEREAS, flavored tobacco products are defined as including, but not limited to: loose tobacco including snuff flour, plug and twist tobacco, fine cuts, chewing tobacco, snus, shisha tobacco, smoking or snuffing tobacco products and all other kinds and forms of tobacco, including but not limited to cigarettes, cigars, smokeless tobacco products, spitless tobacco products, and blunt wraps prepared in such a manner with the purpose for chewing, inhaling, smoking, or ingesting in any manner in which the product or any of its component parts (including the tobacco, filter, or paper) contain, as a constituent (including a smoke constituent) or additive, an artificial or natural flavor (other than tobacco or menthol) or an herb or spice that is a characterizing flavor of the tobacco product or tobacco smoke, and

WHEREAS, the attached list of community organizations have affirmed their support for this measure and support a safe, healthy environment in which our youth can grow and prosper free from the influences of tobacco industry marketing and from addiction to tobacco, and

WHEREAS, the City of Crescent City, Florida Board of City Commissioners supports a safe, healthy environment in which our youth can grow and prosper free from the influences of tobacco industry marketing and from addiction to tobacco.

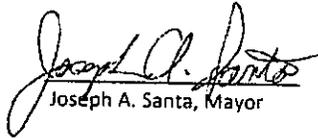
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSIONERS FOR THE CITY OF CRESCENT CITY, FLORIDA ON RECOMMENDATION OF THE STUDENTS WORKING AGAINST TOBACCO, PUTNAM COUNTY TOBACCO FREE PARTNERSHIP, AND CAMPAIGN FOR TOBACCO FREE KIDS: THAT THE CRESCENT CITY COMMISSION URGES THE PUTNAM COUNTY BOARD OF COMMISSIONERS TO INTRODUCE AND PASS A RESOLUTION INSISTING THAT ALL LOCAL RETAILERS WHO SELL TOBACCO PRODUCTS CEASE THE SALE AND MARKETING OF ALL FLOAVORED TOBACCO PRODUCTS AS DEFINED ABOVE, AND

RESOLVED, further, that the Crescent City Commission urges the Putnam County Board of Commissioners to introduce and pass a resolution insisting that all local retailers who sell tobacco products cease the sale and marketing of all flavored tobacco products as defined above, and

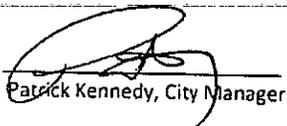
RESOLVED, further, that the Crescent City Commission urges the Florida Legislature to introduce and pass legislation prohibiting the sale and marketing of flavored tobacco products as defined above, and

RESOLVED, further, that copies of this resolution be sent to Governor Rick Scott, Senators Bill Nelson and Marco Rubio, and Representatives John Mica and Corrine Brown.

APPROVED AND ADOPTED by the City Commission of the City of Crescent City at its regular meeting assembled this 18th day of August, 2011.


Joseph A. Santa, Mayor

Attest:


Patrick Kennedy, City Manager



*Agenda
Item*

3a

201 N. 2nd Street
Palatka, FL 32177
Tel. (386) 329-0100
Fax (386) 329-0195

City of Palatka
Office of the Finance Director

To: Mayor Myers, City Commissioners

From: Matt Reynolds, Finance Director



Date: September 14, 2011

RE: Budget Amendments Fiscal Year 2010-2011

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

The budget needs to be amended to include all revenues and expenditures (grants, changes in estimated revenues and expenditures & etc.) that were received or expected to be received in the 2010-2011 fiscal year. Also included are corrections of account numbers, balance forwards and budget transfers.

I recommend the City Commission approve the supplemental appropriations and revenues to correct the budget and formally approve inter-department budget transfers and balance forwards to be in compliance with the Florida Statutes.

Update, Prev Owner: MREYNOLDS, Curr Owner: MREYNOLDS
Period: 09/01/11 Sorted By: G/L Account

Account Number	Refer	Description	Job Number	Debits	Credits	Other
001-00-331-2-5400	EMW-2010-FO-02817 FIRE GRANT	Airpack Grant, expenditure line 086420.		0.00	0.00	123,880.00 Adjustment
001-00-331-2-5400						
001-00-334-1-1100	HAZARD-CRILL/MOSELEY 137-R	Crill & Moseley Drainage Project, exp line 188130.		0.00	0.00	89,754.00 Adjustment
001-00-334-1-1100						
001-08-522-6-6420	FIRE GRANT	Airpack Grant, revenue line 331-2-5400.		0.00	0.00	123,880.00 Adjustment
001-08-522-6-6420						
001-18-519-8-8130	CRILL AND MOSELEY DRAINAGE	Crill & Moseley Drainage Project, rev line 334-1-1100.		0.00	0.00	89,754.00 Adjustment
001-18-519-8-8130						
		Fund Total		0.00	0.00	427,268.00
005-00-389-2-3000	FAA MASTER PLAN 16-2008	Master Plan, exp line 056360.		0.00	0.00	4,120.00 Adjustment
005-00-389-2-3000						
005-00-389-3-7500	FDOT MASTER PLAN APD49	Master Plan, exp line 056360.		0.00	0.00	139.00 Adjustment
005-00-389-3-7500						
005-05-542-6-6360	MASTER PLAN UPDATE	FAA Master Plan, rev line 389-2-3000.		0.00	0.00	4,120.00 Adjustment
005-05-542-6-6360						
005-05-542-6-6360		FDOT Master Plan, rev line 389-3-7500.		0.00	0.00	139.00 Adjustment
005-05-542-6-6360						
		Account Total		0.00	0.00	4,259.00
		Fund Total		0.00	0.00	8,518.00
041-00-389-4-1200	SJRWMD GRANT (REUSE)	To 126350 for Reuse Project		0.00	0.00	336,962.00 Adjustment
041-00-389-4-1200						
041-12-535-6-6350	REUSE W/W TREATMENT GRANT	From 389-4-1200 for Reuse Project		0.00	0.00	336,962.00 Adjustment
041-12-535-6-6350						
		Fund Total		0.00	0.00	673,924.00
		Grand Total		0.00	0.00	1,109,710.00

Period: 08/31/11 Sorted By: G/L Account

Account Number	Line Id	Document	Description	Job Number	Debits	Credits	Other
001-00-334-1-3000			CRILL & MOSELEY #1561-137-A				
001-00-334-1-3000	30		To 188130 for crill & moseley project.		0.00	0.00	75,259.00 Adjustment
001-00-359-0-2000			SPECIAL POLICE TRUST REV				
001-00-359-0-2000	50		To 075281 for special police.		0.00	0.00	24,278.00 Adjustment
001-01-512-6-6400			CAPITAL OUTLAY				
001-01-512-6-6400	10		From 049000 for new software.		0.00	0.00	83,938.00 Adjustment
001-04-519-9-9000			CONTINGENCY				
001-04-519-9-9000	20		To 016400 for new software.		0.00	0.00	83,938.00- Adjustment
001-07-521-3-5281			SPECIAL POLICE TRUST EXPENSE				
001-07-521-3-5281	60		From 001-00-359-0-2000 for special police.		0.00	0.00	24,278.00 Adjustment
001-07-521-3-5281			CRILL AND MOSELEY DRAINAGE				
001-18-519-8-8130	40		From 001-00-334-1-3000 for crill & moseley project.		0.00	0.00	75,259.00 Adjustment
			Fund Total		0.00	0.00	199,074.00
005-00-389-2-6000			FAA TAXIWAY B REHAB 17-2008				
005-00-389-2-6000	110		To 056310 TWB Rehab.		0.00	0.00	9,272.00 Adjustment
005-00-389-2-8000			FAA TWB DRAIN-REHAB 20-2010				
005-00-389-2-8000	70		For 056260 TWB 20-2010 project.		0.00	0.00	724,815.00 Adjustment
005-00-389-3-8300			FDOT AQ428 TW B/DRAINAGE REHAB				
005-00-389-3-8300	80		For 056260 TWB AQ428 project.		0.00	0.00	19,227.00 Adjustment
005-05-542-6-6260			TWB DRAINAGE 20-2010				
005-05-542-6-6260	90		From FAA 20-2010 and FDOT AQ428.		0.00	0.00	744,042.00 Adjustment
005-05-542-6-6310			TAXIWAY B REHAB				
005-05-542-6-6310	100		From TWB 17-2008.		0.00	0.00	9,272.00 Adjustment
			Fund Total		0.00	0.00	1,506,628.00
041-00-384-0-1000			LOAN PROCEEDS				
041-00-384-0-1000	140		387120 for Suntrust short-term loan payoff.		0.00	0.00	905,806.00 Adjustment
041-00-389-4-1200			SJRWMD GRANT (REUSE)				
041-00-389-4-1200	120		126350 for Reuse Grant		0.00	0.00	162,991.00 Adjustment
041-12-535-6-6350			REUSE W/W TREATMENT GRANT				
041-12-535-6-6350	130		041-00-389-4-1200 for Reuse Grant		0.00	0.00	162,991.00 Adjustment
041-38-517-7-7120			PRINCIPAL-LOAN #331 SUNTRDST				
041-38-517-7-7120	150		041-00-384-0-1000 for Suntrust short-term loan payoff.		0.00	0.00	905,806.00 Adjustment
			Fund Total		0.00	0.00	2,137,594.00

Period: 03/01/11 Sorted By: G/L Account

Account Number	Line Id	Document	Description	Job Number	Debits	Credits	Other
001-03-570-3-4600		TILGHMAN HOUSE					
001-03-570-3-4600	10		Moving to 034600, correct number.		0.00	0.00	800.00- Adjustment
001-03-570-3-4610		WILLARD COOPER BUILDING					
001-03-570-3-4610	30		Moving to 034610, correct number.		0.00	0.00	500.00- Adjustment
001-03-570-3-4620		PUTNAM CO HIST SOCIETY MUSEUM					
001-03-570-3-4620	50		Moving to 034620, correct number.		0.00	0.00	1,700.00- Adjustment
001-03-573-3-4600		TILGHMAN HOUSE					
001-03-573-3-4600	20		Moving from 001-03-570-3-4600, incorrect number.		0.00	0.00	800.00 Adjustment
001-03-573-3-4610		WILLARD COOPER BUILDING					
001-03-573-3-4610	40		Moving from 001-03-570-3-4610, incorrect number.		0.00	0.00	500.00 Adjustment
001-03-573-3-4620		PUTNAM CO HIST SOCIETY MUSEUM					
001-03-573-3-4620	60		Moving from 001-03-570-3-4620, incorrect number.		0.00	0.00	1,700.00 Adjustment
Fund Total					0.00	0.00	0.00
Grand Total					0.00	0.00	0.00

Period: 04/15/11 Sorted By: G/L Account

Account Number	Line Id	Document Id	Description	Job Number	Debits	Credits	Other
001-00-369-9-2000	10	INSURANCE CLAIMS-GENERAL	Insurance Reimbursement from Fire Dept. vehicle being wrecked, added back to vehicle maintenance, 084630.		0.00	0.00	7,511.00 Adjustment
001-08-522-3-4630	20	VEHICLE MAINTENANCE	Insurance Reimbursement from Fire Dept. vehicle being wrecked, revenue went to 001-00-369-9-2000.		0.00	0.00	7,511.00 Adjustment
Fund Total					0.00	0.00	15,022.00
Grand Total					0.00	0.00	15,022.00

Period: 04/11/11 Sorted By: G/L Account

Account Number	Line Id	Document Id	Description	Job Number	Debits	Credits	Other
001-00-382-0-1000		CONTRIB FROM UTILITIES					
001-00-382-0-1000	30		Contribution from Water Fund. Placed in Contingen				110,000.00 Adjustment
001-04-519-9-9000		CONTINGENCY					
001-04-519-9-9000	40		From Contribution from Water Fund, 001-00-382-0-10				110,000.00 Adjustment
			Fund Total		0.00	0.00	220,000.00
041-29-536-8-8110		TRANSFER TO OTHER FUNDS					
041-29-536-8-8110	20		From Contingency, 299000.				110,000.00 Adjustment
041-29-536-9-9000		CONTINGENCY					
041-29-536-9-9000	10		Moved to Transfer to Other Funds, 298110.				110,000.00- Adjustment
			Fund Total		0.00	0.00	0.00
			Grand Total		0.00	0.00	220,000.00

Period: 04/11/11 Sorted By: G/L Account

Account Number	Line Id	Document	Description	Job Number	Debits	Credits	Other
041-29-536-9-9000		CONTINGENCY					
041-29-536-9-9000	50		From CMSRF, 357110.				42,399.00 Adjustment
041-34-517-7-7120		PRINCIPAL-DW541901					
041-34-517-7-7120	20		From CMSRF, 357110.				168,023.00 Adjustment
041-34-517-7-7220		INTEREST-DW541901					
041-34-517-7-7220	30		From CMSRF, 357110.				88,219.00 Adjustment
041-34-517-7-7332		ADMIN FEES-DW541901					
041-34-517-7-7332	40		From CMSRF, 357110.				26,418.00 Adjustment
041-35-517-7-7110		PRINCIPAL-CMSRF LOAN					
041-35-517-7-7110	10		Move to 347120, 347220 and 347332. DW5410901.				325,059.00- Adjustment
Fund Total					0.00	0.00	0.00
Grand Total					0.00	0.00	0.00

Period: 04/12/11 Sorted By: G/L Account

Account Number	Line	Document Id	Description	Job Number	Debits	Credits	Other
042-16-572-3-4410		OPERATING LEASES					
042-16-572-3-4410	30		From Capital Outlay, 166400. For R&M Equip. Suppl				18,517.00 Adjustment
042-16-572-3-4410	31		From Capital Outlay, 166400. For Greens Equipment				1,500.00 Adjustment
			Account Total		0.00	0.00	20,017.00
042-16-572-3-4620		EQUIPMENT MAINTENANCE					
042-16-572-3-4620	70		From Vehicle Maintenance, 164630. From Carts Main				1,000.00 Adjustment
042-16-572-3-4630		VEHICLE MAINTENANCE					
042-16-572-3-4630	60		To Equip. Maintenance, 164620.				1,000.00- Adjustment
042-16-572-3-4690		OVERSEEDING					
042-16-572-3-4690	40		From Operating Supplies, 165280.				2,525.00 Adjustment
042-16-572-3-5280		OPERATING SUPPLIES					
042-16-572-3-5280	50		Moved to Overseeding, 164690.				2,525.00- Adjustment
042-16-572-6-6400		CAPITAL OUTLAY					
042-16-572-6-6400	20		From Capital Improvements, 246450. Equipment and		21,750.00		
042-16-572-6-6400	29		To Operating Leases, 164410. 18,517 for R&M Equip				20,017.00- Adjustment
			Account Total		21,750.00	0.00	20,017.00-
042-24-572-6-6450		CAPITAL IMPROVEMENTS					
042-24-572-6-6450	10		Moved to Capital Outlay in Golf Course Maintenance			21,750.00-	
			Fund Total		21,750.00	21,750.00-	0.00
			Grand Total		21,750.00	21,750.00-	0.00

Period: 04/08/11 Sorted By: G/L Account

Account Number	Line Id	Document	Description	Job Number	Debits	Credits	Other
001-00-369-3-1000		REFUNDS/REIMBURSEMENTS					
001-00-369-3-1000	120		For Ruby and Betsy's salary for Pension work. Exp			11,168.00	Adjustment
001-01-512-1-1100		EXECUTIVE SALARIES					
001-01-512-1-1100	90		For Ruby and Betsy's salary for Pension work. Rev		10,200.00		Adjustment
001-01-512-1-2100		FICA TAX EXPENSE					
001-01-512-1-2100	100		For Ruby and Betsy's salary for Pension work. Rev		780.00		Adjustment
001-01-512-1-2200		RETIREMENT EXPENSE					
001-01-512-1-2200	110		For Ruby and Betsy's salary for Pension work. Rev		188.00		Adjustment
001-01-512-3-4023		SCHOOLING/CONF-VMAYOR BROWN					
001-01-512-3-4023	130		Adjusted per Woody, "Fly In" \$498.		498.00		Adjustment
001-04-519-9-9000		CONTINGENCY					
001-04-519-9-9000	140		Adjusted per Woody, "Fly In" \$498 to Mary Lawson B		498.00		Adjustment
			Fund Total		0.00	0.00	22,336.00
042-16-572-1-1200		REGULAR SALARIES					
042-16-572-1-1200	10		Move to contractual service line, 163400			84,465.00	Adjustment
042-16-572-1-2100		FICA					
042-16-572-1-2100	20		Move to contractual service line, 163400			11,825.00	Adjustment
042-16-572-3-3400		CONTRACTUAL SERVICES					
042-16-572-3-3400	30		From 161200 (84465) and 162100 (11825).			96,290.00	Adjustment
042-16-572-3-4400		RENTAL AND LEASES					
042-16-572-3-4400	40		Move to 244410			42,780.00	Adjustment
042-24-572-1-1200		REGULAR SALARIES					
042-24-572-1-1200	60		Move to contractual services, 243400.			140,282.00	Adjustment
042-24-572-1-2100		FICA TAX EXPENSE					
042-24-572-1-2100	70		Move to contractual services, 243400.			19,640.00	Adjustment
042-24-572-3-3400		CONTRACTUAL SERVICES					
042-24-572-3-3400	80		From 241200 (140282) and 242100 (19640).			159,922.00	Adjustment
042-24-572-3-4410		OPERATING LEASES					
042-24-572-3-4410	50		From 164400			42,780.00	Adjustment
			Fund Total		0.00	0.00	0.00
			Grand Total		0.00	0.00	22,336.00

Budget Entry Batch Report (APPLY)

2/02/11 17:25:33
(GL02151)

Batch: 28483 budget amendments 02/11 mr

Seq#	Acct	Date	Account #	Reference #	Amount	Description 1	Description 2
10	2011/02/01	001-01-51-2-3-40-24	SCHOOLING/CONF-COMM KITCHENS		300.00	FROM CONTINGENCY	
20	2011/02/01	001-01-51-2-3-40-23	SCHOOLING/CONF-VMAYOR BROWN		500.00	FROM COMM KITCHENS	
30	2011/02/01	001-04-51-9-9-90-00	CONTINGENCY		800.00-	TO COMM KITCHENS/BROWN	

REPORT TOTALS: .00

Batch: 28304 Budget amendment 01/11 mr

Seq#	Acct Date	Account #	Reference #	Amount	Description 1	Description 2
10	2010/10/01	001-00-33-1-2-15-00	JAG RECOVERY LOCAL 09SBB90645	26,494.00	CARRYOVER FROM PRIOR FY2010	
20	2010/10/01	001-07-52-1-8-84-40	JAG RECOVERY LOCAL 09SBB90645	26,494.00	CARRYOVER FROM PRIOR FY2010	
30	2010/10/01	001-00-33-1-2-60-00	JAG 2010 2010DJEX1516	17,274.00	FROM NEW GRANT 2010DJEX1516	
40	2010/10/01	001-07-52-1-8-84-50	JAG 2009 2009DJEX0978	17,274.00	MOVE TO F07846	
50	2010/10/01	001-07-52-1-8-84-60	JAG 2010 2010DJEX1516	17,274.00	MOVED FROM F07845	
60	2010/10/01	001-04-51-9-9-90-00	CONTINGENCY	17,274.00	TO CONTINGENCY	
70	2010/10/01	001-07-52-1-8-84-70	2011-JAGC-PUTN-3-B2-169	27,006.00	NEW GRANT	
80	2010/10/01	001-00-33-1-2-61-00	2011-JAGC-PUTN-3-B2-169	27,006.00	NEW GRANT	

REPORT TOTALS: .00

Budget Entry Batch Report (APPLY)

11/22/10 12:37:30
(GL02151)

Batch: 28068 budget amendments 11/10 mx

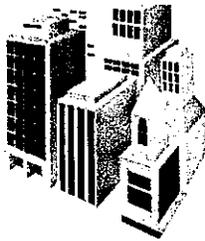
Seq#	Acct Date	Account #	Reference #	Amount	Description 1	Description 2
10	2010/11/01	001-00-36-6-0-30-00		1,700.00-	FOR PUTNAM CO HIST SOC MUSEUM	
20	2010/11/01	001-03-57-0-3-46-20		1,700.00	CONTRIB FRM PUTNAM HIST SOCIET	

CONTRIB FRM PUT HIST SOC
PUTNAM CO HIST SOCIETY MUSEUM

REPORT TOTALS: .00

Agenda
Item

3b



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

Memorandum

To: City Commission
From: Betsy Driggers, City Clerk
Date: 9/16/2011
Re: Halloween Trick Or Treat

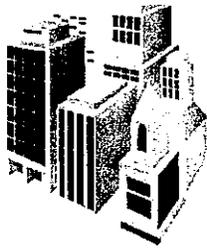
October 31 is Halloween, which falls on Monday night in 2011. Traditionally the City sets Halloween trick or treat hours on Halloween between the hours of 6:00 p.m. and 8:00 p.m.

The Police Department has been consulted and has no other recommendation on any other date and times.

Please designate Monday, October 31, 2011 from 6:00 p.m. to 8:00 p.m. as Halloween Trick-Or-Treat hours for the City of Palatka.

Agenda
Item

3c



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

Memorandum

To: City Commission
From: Betsy Driggers, City Clerk
Date: 9/16/2011
Re: Palatka Housing Authority Board Vacancy

The Palatka Housing Authority Board's members are appointed by the Mayor with concurrence of the City Commission. Members serve four-year terms.

Annie Mae Spell has served with distinction on the Palatka Housing Authority Board since January 10, 2002. Due to health reasons, she is no longer able to attend meetings. The PHA Board will be taking action to designate her as a member Emeritus, which means she will continue to hold her title as an honorary member of this Board and will act in an advisory capacity at the board meetings she is able to attend. Mrs. Spell will be honored for her service at a future Commission meeting.

Please take action to declare a vacancy on the Palatka Housing Authority Board so that an appointment can be made to fill this seat.

~~~~~  
**emeritus** - retired or honorably discharged from active professional duty, but retaining the title of one's office or position: *dean emeritus of the graduate school; editor in chief emeritus.*

03/29/10

PALATKA HOUSING AUTHORITY

5 Members - 4-Yr. Terms  
(Created by Legislative Act)

RESOLUTION DECLARING THE NEED FOR A HOUSING AUTHORITY  
DATED 4/12/62

| <u>Orig. Appt. Date</u> |                                                          | <u>Term Expires</u>             | <u>Phone #</u>                            |
|-------------------------|----------------------------------------------------------|---------------------------------|-------------------------------------------|
| 3/23/06                 | Marshall Fulghum<br>P.O. Box 1012<br>Palatka, FL 32178   | 4/12/2012                       | 312-9804 wk<br>937-7904 cell              |
| 3/25/04                 | Dr. Gilbert L. Evans<br>5001 St. Johns Avenue (wk)       | 4/12/2013                       | 312-4127 wk<br>698-2662                   |
| 6/14/07                 | Emily Blevins<br>126 Eagerton Trail<br>Palatka FL 32177  | 4/12/2013<br>day phone 937-6260 | (h)329-9800<br>(w)328-0457<br>(f)328-0459 |
| 1/10/02                 | Annie M. Spell<br>5019 Crill Avenue<br>Palatka FL 32177  | 4/12/2014                       | 328-0062                                  |
| 12-10-09                | * Christine Bolden<br>P.O. Box 2484<br>Palatka, FL 32178 | 4/14/2015                       | 972-4738<br>336-4102                      |

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Executive Dir. John Nelson  
Palatka Housing Authority  
P. O. Box 1277

Regular meetings - Bimonthly on the 3rd Thursday at 12:15 P.M. at PHA office,  
400 N. 15th St. (July 1985) February, April, June, August,  
October, December

\*Resident Representative

*Agenda  
Item*

*3d*

*Agenda  
Item*

*3e*

Agenda  
Item

4a

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

**To:** Mayor Myers, City Commissioners  
**From:** Woody Boynton, City Manager  
**Date:** September 2, 2011  
**RE:** Fiscal Year 2011-2012 TRIM Process – Proposed Budget and Millage Rate

I have submitted the proposed fiscal year 2011-2012 Budget based upon the actual proposed millage rate of 8.65, which represents a 4.995% decrease from the rolled back rate of 9.0821. The proposed budgets are on file in the Clerk's Office and website for the public's inspection.

During the Budget workshops it was noted that an approximate \$280,000 deficit was being shown within the General Fund. We have taken the following measures to close this gap: First, ad-valorem taxes to be received increased by approximately \$40,000 in the final assessment, an additional transfer of \$150,000 will be made from the water fund and an additional transfer of \$30,000 will be made from the sanitation fund. Expenditures decreased by \$67,000 due to savings realized by a change in the health insurance policy. These changes have allowed the City to maintain all existing personnel and to maintain the level of service that is provided. I would like to for the Commission to recognize the contribution by the Gas Authority who agreed to increase their annual contribution to the City from \$138,000 last year to \$250,000 this year. Without this contribution it is very probable that additional personnel would have been laid off to balance the budget.

Regarding the Enterprise Funds, the following changes should be noted:

Airport – No changes made.

Water Fund – The water base rate was increased by \$2.00, in the original submittal, we had proposed that both the water and sewer base rate be increased by \$1.00. The net affect is the same. Expenditures were decreased by \$19,000 due to savings associated with changes to the health insurance policy. The transfer to the General Fund was increased by \$150,000; most if not all of this money is due to a straight transfer from money received from the Gas Authority.

Golf – No changes made. It should be noted that the BWGD contract is not included in the budget.

Sanitation – The budget worksheets that were included showed revenues increasing by \$0.50 per household per month. The memo that was provided and the recommendation requested a \$1.00 per household per month increase; the budget worksheets have been revised to indicate the \$1.00 increase. The transfer to the General Fund has increased by \$30,000 and expenditures have decreased by \$17,000 due to changes in the health insurance policy.

All budgets presented are balanced with the above changes. It is my recommendation to pass the Levy Ordinance, which will set the final taxable millage rate at 8.65 for fiscal year 2011-2012 and Appropriations Ordinance on first reading. Should you have any questions, please do not hesitate to contact me.

ORDINANCE NO. 11-

entitled

AN ORDINANCE LEVYING TAXES FOR THE Y  
2011 TO RAISE THE NECESSARY REVENUE  
DEFRAY THE EXPENSES OF THE CITY  
PALATKA FOR THE FISCAL YEAR 2011 - 2012.

needs  
memo  
from  
Woody

WHEREAS, by general law of the State of Florida, all ad valorem taxes are assessed and collected by the County; and whereas, the Property Appraiser of Putnam County, Florida, has submitted the Tax Roll for the year 2011 and, whereas, it is necessary that the City Commission of the City of Palatka certify the millage levy for the City of Palatka for the year 2011 to the Tax Collector of Putnam County, Florida, and the Board of County Commissioners of Putnam County, Florida.

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

Section 1. That the City of Palatka does hereby levy for municipal purposes on all the Real and Personal property within the limits of the City, except homestead and other property exempt under the Constitution and laws of the State of Florida and the Ordinances of the City of Palatka, for the tax year 2011 to raise the necessary revenue to defray the expenses of the City, for the General Fund for the operating expenses of the City, eight point six five (8.65) mills on the dollar of valuation on the assessment roll of property within the City of Palatka. This represents a minus five point six four percent (-5.64%) decrease over the rolled back millage.

Section 2. Said millage rates are hereby certified to the Property Appraiser of Putnam County, Florida, and to the Board of County Commissioners of Putnam County, Florida, and a certified copy of this ordinance shall be delivered by the City Clerk to said Property Appraiser and Board of County Commissioners.

Section 3. If any of the provisions of this ordinance, or the application thereof, shall be held to be invalid, such invalidity shall not effect other provisions of this ordinance which may be given effect without the invalid provisions, and to such end the provisions of this ordinance are declared to be severable.

**Section 4. This ordinance shall take effect immediately upon its final passage, and a copy hereof shall be published one time in a newspaper of general circulation within the City of Palatka within ten (10) days after final passage hereof.**

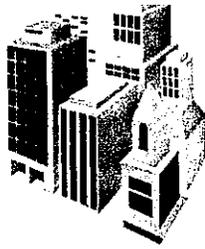
**PASSED AND ADOPTED this 22<sup>nd</sup> day of September, 2011.**

**CITY OF PALATKA, FLORIDA**

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

**ATTEST:**

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



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: bdriggers@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

---

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, the final adopted 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.

7/14/11

Tentative Millage rate  
set at 8.65



# CERTIFICATION OF TAXABLE VALUE

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

|                                         |                                      |
|-----------------------------------------|--------------------------------------|
| Year: 2011                              | County: PUTNAM                       |
| Principal Authority:<br>CITY OF PALATKA | Taxing Authority:<br>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<br>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<br>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 :<br>9/8/2011 | Time :<br>6:00 PM | Place :<br>201 N. 2nd Street, Palatka, FL 32177 |
|------------------------------------|--------------------|-------------------|-------------------------------------------------|

**Taxing Authority Certification**  
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.

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|                                                          |                                                                         |
|----------------------------------------------------------|-------------------------------------------------------------------------|
| Signature of Chief Administrative Officer :              | Date :                                                                  |
| Title :                                                  | Contact Name and Contact Title :<br>ELWIN C. BOYNTON, JR., CITY MANAGER |
| Mailing Address :<br>ELWIN C. BOYNTON, JR., CITY MANAGER | Physical Address :<br>201 N 2ND ST                                      |
| City, State, Zip :<br>PALATKA, FL 32177                  | Phone Number :<br>3863290100                                            |
|                                                          | Fax Number :<br>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 :<br>CITY OF PALATKA                                                                  |                                                                                                                                                                                                                       | Taxing Authority :<br>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,</b> <b>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<br><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<br><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) (16)                                                                                                                                               |                                       |                                            |
| <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<br><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:<br>CITY OF PALATKA                    |                                                                                                                                                                  | DR-420MM-P<br>R. 5/11<br>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<br/>I<br/>G<br/>N<br/><br/>H<br/>E<br/>R<br/>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:<br>ELWIN C. BOYNTON, JR., CITY MANAGER                                                                                                                      |                           |
|                                                         | Mailing Address:<br>ELWIN C. BOYNTON, JR., CITY MANAGER                                                                                                          | Physical Address:<br>201 N 2ND ST                                                                                                                                                           |                           |
|                                                         | City, State, Zip:<br>PALATKA, FL 32177                                                                                                                           | Phone Number:<br>3863290100                                                                                                                                                                 | Fax Number:<br>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**

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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**

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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,

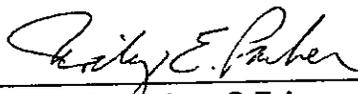
NOW THEREFORE, I, Timothy E. Parker, as Property Appraiser for Putnam County do hereby certify the following, Preliminary 2011 Assessment Increment to the City of Palatka for the Downtown Redevelopment Agency for the City of Palatka, in the following manner:

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

4b

**ORDINANCE NO. 11-**

**entitled**

**AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, MAKING AN APPROPRIATION OF MONIES FOR THE OPERATING EXPENSES OF THE CITY OF PALATKA FOR GENERAL ADMINISTRATION OF THE SEVERAL GOVERNMENTAL DEPARTMENTS OF THE CITY, AND FOR CONTRIBUTING TO THE SEVERAL SINKING FUNDS OF THE CITY TO PAY INTEREST ON AND PROVIDE FOR THE RETIREMENT OF THE OUTSTANDING BONDS AND OTHER FIXED OBLIGATIONS OF THE CITY, AND FOR PALATKA GAS AUTHORITY, FOR AND DURING THE FISCAL YEAR A.D. 2011-12.**

**BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA:**

**Section 1.** That the sum of Eight Million, Four Hundred Two Thousand, Five Hundred Eighty-Nine and 00/100 Dollars (\$8,402,589.00) is hereby appropriated to the GENERAL FUND of the City of Palatka for the general operation and administration of the several governmental departments of the City for and during the fiscal year 2011-12, a detailed breakdown and accounting of which is set forth in the itemized Budget of the City as adopted by the City Commission and which is on file in the office of the City Clerk.

**Section 2.** That the sum of Four Million, Seventy-Three Thousand, Nine Hundred Fifty-Three and 00/100 Dollars (\$4,073,953.00) is hereby appropriated to the UTILITY FUND of the City of Palatka for the general operation and maintenance of the several utility departments of the City, for and during the fiscal year A.D. 2011-12, a detailed breakdown and accounting of which is set forth of the itemized budget of the City as adopted by the City Commission and which is on file in the office of the City Clerk.

**Section 3.** That the sum of Four Hundred Sixty-Three Thousand, Nine Hundred Thirty-Eight and 00/100 Dollars (\$463,938.00) is hereby appropriated to the Florida Municipal Loan Council Revenue Bonds Series 2010A Sinking Fund of the City of Palatka to be paid into said Fund during the fiscal year A.D. 2011-12, from the operating revenues of the Municipal Water & Sewer Work Systems to meet and pay the principal and interest on the Florida Municipal Loan Council Revenue Bonds Series 2010A.

**Section 4.** That the sum of Fifty Three Thousand, Eight Hundred Twenty Two and 00/100 Dollars (\$53,822.00) is hereby appropriated to the Clean Water State Revolving Fund of the City of Palatka to be paid into said Fund during fiscal year A. D. 2011-12, from the operating revenues of the Municipal Water & Sewer Work Systems to meet and pay the principle and interest of the Clean Water State Revolving Fund Construction Loan, maturing in the fiscal year A. D. 2019-20.

**Section 5.** That the sum of Two Hundred Eighty-Four Thousand, Nine Hundred Fifty-Three and 00/100 Dollars (\$284,953.00) is hereby appropriated to the Drinking Water State Revolving Fund of the City of Palatka to be paid into said Fund during fiscal year A. D. 2011-12, from the operating revenues of the Municipal Water & Sewer Work Systems to meet and pay the principle and interest of the Drinking Water State Revolving Fund Construction Loan, maturing in the fiscal year A. D. 2028-29.

**Section 6.** That the sum of Nine Hundred Two Thousand, Five Hundred Sixty-Four and 00/100 Dollars (\$902,564.00) is hereby appropriated to the Golf Course Fund of the City of Palatka for the general operation and maintenance of the Golf Course of the City, for and during the fiscal year A.D. 2011-12, a detailed breakdown and accounting of which is set forth in the itemized budget of the City as adopted by the City Commission and which is on file in the office of the City Clerk.

**Section 7.** That the sum of One Hundred Eighty-One Thousand, Eight Hundred Ninety and 00/100 Dollars (\$181,890.00) is hereby appropriated to the Taxable Golf Course Revenue Note Sinking Fund of the City of Palatka to be paid into said fund during the fiscal year A. D. 2011-12, from net revenues from the Golf Course and non-ad valorem revenues, to meet and pay the principal and interest on the Taxable Golf Course Revenue Note, issue of 2008, maturing in the year 2022-23.

**Section 8.** That the sum of One Million, Five Hundred Forty-Nine Thousand, Seven Hundred Twenty-Two and 00/100 Dollars (\$1,549,722.00) is hereby appropriated to the Sanitation Fund of the City of Palatka for the general operation and maintenance of the Sanitation Department for and during fiscal year 2011-12, a detailed breakdown and accounting of which is set forth in the itemized budget of the City as adopted by the City Commission and which is on file in the office of the City Clerk.

**Section 9.** That the sum of Nine Hundred Ninety-Two Thousand, Eight Hundred Fifty-One and 00/100 Dollars (\$992,851.00) is hereby appropriated to the Kay Larkin Municipal Airport Fund of the City of Palatka for the general operation and maintenance of the Kay Larkin Municipal Airport Department for and during fiscal year 2011-12, a detailed breakdown and accounting of which is set forth in the itemized budget of the City as adopted by the City Commission and which is on file in the office of the City Clerk.

**Section 10.** That the sum of Two Hundred Seventeen Thousand, Six Hundred Sixteen and 00/100 Dollars (\$217,616.00) is hereby appropriated to the Airport Revenue Notes Sinking Fund of the City of Palatka to be paid into said Fund during the fiscal year A.D. 2011-12, from net revenues from the Kay Larkin Airport and non-ad valorem revenues, to meet and pay the principal and interest on the Airport Revenue Notes.

**Section 11.** That the sum of Two Million, Four Hundred Twenty Thousand, Nine Hundred Eighty and 00/100 Dollars (\$2,420,980.00) is hereby appropriated to the Palatka Gas Authority operation fund from monies collected by the Palatka Gas Authority operation fund from monies collected by the Palatka Gas Authority for the sale of Natural Gas during the fiscal year 2011-12.

**Section 12.** That the appropriations to the General Fund in Section One (1) hereof shall be paid into said funds from monies accruing to the City from ad valorem taxes levied for the year 2012 by the City for such purposes, and any and all other monies accruing to the City during the fiscal year 2011-12 not appropriated, earmarked

or accruing on account of a tax levied for another specific purpose, shall accrue and be paid to the General Fund of the City and subject to expenditure for municipal purposes not inconsistent with the law and the provisions of this Ordinance; that the appropriation to the Utility Fund in Section Two (2) hereof shall be paid into said fund from monies collected by the City from the utility revenues during the fiscal year 2011-12, and shall be paid to the Utility Fund of the City and shall be subject to expenditure for municipal purposes in connection with the operation and maintenance of the utilities of the City not inconsistent with the law and the provisions of this Ordinance; that the appropriation for the Florida Municipal Loan Council Revenue Bonds Series 2010A Sinking Fund in Section Three (3) hereof shall be paid into said Fund from monies collected by the City from the utility revenues during fiscal year 2011-12 under the terms, conditions and provisions set forth in said Section Three (3) hereof; that the appropriation for the Clean Water State Revolving Fund in Section Four (4) hereof shall be paid into said Fund from monies collected by the City from the utility revenues during fiscal year 2011-12 under the terms, conditions and provisions set forth in said Section Four (4) hereof; that the appropriation for the Drinking Water State Revolving Fund in Section Five (5) hereof shall be paid into said Fund from monies collected by the City from the utility revenues during fiscal year 2011-12 under the terms, conditions and provisions set forth in said Section Five (5) hereof; that the appropriation to the Golf Course Fund in Section Six (6) hereof shall be paid into said fund from monies collected by the City from the Golf Course revenues during the fiscal year 2011-12, and shall be paid to the Golf Course Fund of the City and shall be subject to expenditure for municipal purposes in connection with the operation and maintenance of the Golf Course of the City not inconsistent with the law and provisions of this Ordinance, that the appropriation to the Taxable Golf Course Revenue Note of 2008 Sinking Fund in Section Seven (7) hereof shall be paid into said fund from the monies accruing to the City from the operation of the Municipal Golf Course and certain franchise revenues during the fiscal year 2011-12; that the appropriation to the Sanitation Fund in Section Eight (8) hereof shall be paid into said fund from monies collected by the City from Sanitation revenues collected during the fiscal year 2011-12 and shall be subject to expenditure for municipal purposes in connection with the operation and maintenance of the Sanitation Department of this City not inconsistent with the law and provisions of this Ordinance; that the appropriation to the Kay Larkin Municipal Airport Fund in Section Nine (9) hereof shall be paid into the said fund from monies collected by the City from Kay Larkin Municipal Airport revenues collected during the fiscal year 2011-12 and shall be subject to expenditures for municipal purposes in connection with the operation and maintenance of the Kay Larkin Municipal Airport Department of this City not inconsistent with the law and provisions of this Ordinance; that the appropriation for the Airport Revenues Note Sinking Fund in Section Ten (10) hereof shall be paid into said funds during the fiscal year A. D. 2011-12 at monthly intervals from the monies accruing to the City from the sources and under the terms, conditions and provisions set forth in said Section Ten (10) hereof; that the appropriation for Palatka Gas Authority in Section Eleven (11) hereof shall be paid into said fund from monies accruing to said Palatka Gas Authority from funds collected by said Authority from sale of natural gas.

**Section 13.** That the sum of Six Hundred Thirty-Two Thousand, Seven Hundred Fifty and 00/100 Dollars (\$632,750.00) of "Better Place" Funds collected by the City of Palatka from the "Discretionary Sales Surtax" shall be paid into an account for purposes set aside by the City Commission.

**Section 14.** That the sum of Four Hundred Fifty-Two Thousand, Three Hundred

Ninety-Three and 00/100 Dollars (\$452,393.00) of "Tax Increment" funds shall be paid into a "Redevelopment Trust Fund" for purposes set aside by the Downtown Redevelopment Agency.

**Section 15.** This Ordinance shall take effect immediately upon its final passage.

**PASSED AND ADOPTED this 22<sup>th</sup> day of September, 2011.**

**CITY OF PALATKA, FLORIDA**

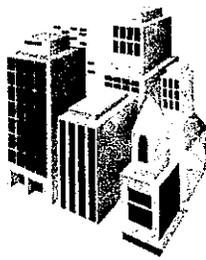
\_\_\_\_\_  
**By: ITS MAYOR**

**ATTEST:**

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

*Agenda*  
*Item*

5



CITY OF PALATKA  
Betsy Jordan Driggers  
City Clerk  
201 N. 2<sup>nd</sup> Street  
Palatka FL 32177  
Phone: 386-329-0100  
Fax: 386-329-0106  
e-mail: bdriqqers@palatka-fl.gov

# Memorandum

**To:** Commission & Staff  
**From:** Betsy Driggers, City Clerk  
**Date:** 9/16/2011  
**Re:** Planning Board Appointments

---

At this time there are vacancies on the Palatka Planning Board. On September 8 the City Commission interviewed three applicants for these two positions. Ballots were collected and the ranking results follow:

1. Daniel Sheffield
2. Sharon Buck
3. Clem Saccareccia

Therefore, it is staff's recommendation to take the following action:

1. Appoint Daniel Sheffield to the remainder of a three-year term to expire December 31, 2011 and for an additional three-year term to expire December 31, 2014
  2. Appoint Sharon Buck to the remainder of a three-year term to expire December 31, 2012.
-

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.

### CITY OF PALATKA ADVISORY BOARD APPLICATION

I wish to apply for appointment to the PLANNING BOARD Board.  
I understand that, if appointed, I will serve in a volunteer capacity on this advisory board.

APPLICANT: SHARON BUCK (Must be at least 18 yrs. old)  
Residence 610 S. 14 ST., PALATKA 32177 Phone: 328-3743  
(911 Address) 610 S. 14 ST., PALATKA 32177 Fax: \_\_\_\_\_  
Business Name SOCIAL MEDIA COUNTS Phone: 328-3743  
& Address SOCIAL MEDIA COUNTS Fax: \_\_\_\_\_  
(City Residents or business/property owners will be given preference when board member residency is not specified by statute or city ordinance)  
Preferred Mailing Address: SAME AS ABOVE

E-mail: SHARON@SOCIALMEDIACOUNTS.COM Daytime Phone: 328-3743

#### PROFESSIONAL QUALIFICATIONS (include occupation - attach additional sheet if necessary)

BUSINESS WOMAN, WWW.SEEPALATKA.COM  
Former licensed Massage Therapist, Professional Writer  
Former Insurance Agent, have owned professional photography business.  
Former Real Estate Broker + Mgr. of 30 Storage Bldgs.  
Former District Mgr for Vendor of Walmart

#### OTHER COMMENTS OR INFORMATION:

Raised in Palatka, moved away & came back 10 yrs ago.  
Want to see Palatka grow; former President of Kiwanis of Palatka, active in civic events

AGREEMENT: by filing this document, I agree and understand that this document becomes a part of the official records of the City of Palatka, and I hereby certify that all the information contained herein is true, to the best of my knowledge. I also understand that, if appointed, the State of Florida may require me to file a financial disclosure with the Putnam Co. Supervisor of Elections within thirty (30) days of my appointment, and each year thereafter, covering my term of appointment.

Sharon Buck  
SIGNATURE OF APPLICANT

07-08-11  
DATE

Applicants will be interviewed by the Palatka City Commission during regular public meetings.

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.

### CITY OF PALATKA ADVISORY BOARD APPLICATION

I wish to apply for appointment to the Palatka Planning Board.  
I understand that, if appointed, I will serve in a volunteer capacity on this advisory board.

APPLICANT: DANNY SHEFFIELD (Must be at least 18 yrs. old)  
Residence Phone: 328-2442  
(911 Address) 720 S 19th ST, PALATKA Fax:  
Business Name Phone:  
& Address Fax:

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

Preferred Mailing Address:

E-mail: SHEF9865@bellsouth<sup>NET</sup> Daytime Phone:

PROFESSIONAL QUALIFICATIONS (include occupation - attach additional sheet if necessary) MGR  
ST JOHNS RIVER MANAGEMENT DISTRICT - CONSTRUCTION PROGRAM  
GENERAL CONTRACTOR

OTHER COMMENTS OR INFORMATION:

PALATKA RESIDENT FOR 33 YRS.

AGREEMENT: by filing this document, I agree and understand that this document becomes a part of the official records of the City of Palatka, and I hereby certify that all the information contained herein is true, to the best of my knowledge. I also understand that, if appointed, the State of Florida may require me to file a financial disclosure with the Putnam Co. Supervisor of Elections within thirty (30) days of my appointment, and each year thereafter, covering my term of appointment.

[Signature]  
SIGNATURE OF APPLICANT

8/19/11  
DATE

Applicants will be interviewed by the Palatka City Commission during regular public meetings.

KARL N. FLAGG  
MAYOR - COMMISSIONER  
MARY LAWSON BROWN  
VICE MAYOR - COMMISSIONER  
ALLEGRA KITCHENS  
COMMISSIONER  
VERNON MYERS  
COMMISSIONER  
JAMES NORWOOD, JR.  
COMMISSIONER



ROBERT C. "BOBBY" ROBERTSON, JR.  
CITY MANAGER  
BETSY JORDAN DRIGGERS  
CITY CLERK  
RUBY M. WILLIAMS  
FINANCE DIRECTOR  
GARY S. GUTCHELL  
CHIEF OF POLICE  
MICHAEL J. AMBERT  
CHIEF OF DEPT.  
DONALD P. TOLANTS  
CITY ATTORNEY

Regular meeting 2nd and 4th Tuesdays each month at 8:00 p.m.

**CITY OF PALATKA ADVISORY BOARD APPLICATION**

I wish to apply for appointment to the Planning Board.  
I understand that, if appointed, I will serve in a volunteer capacity on this advisory board.

APPLICANT: Clem Saccarecci (Must be at least 18 yrs. old)  
Residence Phone: 325-3469\*  
(911 Address) 110 Cocoa Rd - E. Palatka Fax: Primary Ph  
Business Name Phone: 325-8624  
& Address 307-311 St Johns Ave Fax:  
(City Residents or business/property owners will be given preference when board member residency is not specified by statute or city ordinance)  
Preferred Mailing Address: 110 Cocoa Rd. E. Pal 32131  
325-3469 home  
E-mail: clmsacc@aol.com Daytime Phone: 916-5595 cee

PROFESSIONAL QUALIFICATIONS (include occupation - attach additional sheet if necessary)  
Business in downtown since 1975.  
Served on numerous committees with City and Chamber.  
Served on Planning Board until resigned because of illness in 2009.

OTHER COMMENTS OR INFORMATION:  
Have kept current of much of plans etc for the city and look forward to continuing to serve Palatka.

AGREEMENT: by filing this document, I agree and understand that this document becomes a part of the official records of the City of Palatka, and I hereby certify that all the information contained herein is true, to the best of my knowledge. I also understand that, if appointed, the State of Florida may require me to file a financial disclosure with the Putnam Co. Supervisor of Elections within thirty (30) days of my appointment, and each year thereafter, covering my term of appointment.

Clementine Saccarecci  
July 29, 2010

PLANNING BOARD MEMBERS  
3 Yr. Terms

| Orig. Appt. Date |                                                                                                                                                                                                      | Term Expires |
|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| 06/26/08         | <del>Zachary Landis</del> <i>Resigned</i><br>616 Oak St., Palatka, 32177<br>home-328-2628 work-3328-8075 fax-328-3277 <a href="mailto:email-AZLAN616@bellsouth.net">email-AZLAN616@bellsouth.net</a> | 12/31/11     |
| 02/25/10         | Ken Venables<br>P.O. Box 892, 2002 Cherry Lane<br>Palatka, FL 32178<br>(H)325-8497 (C)937-9666 <a href="mailto:email-kenevanven@aol.com">email-kenevanven@aol.com</a>                                | 12/31/11     |
| 10/28/10         | Joseph M. Petrucci<br>2425 Golf Dr., Palatka, 32177<br>home-328-0608 day-336-1615 <a href="mailto:jmp1024@yahoo.com">jmp1024@yahoo.com</a>                                                           | 12/31/11     |
| 12/11/97         | <del>Rev. Ezekiel Johnson</del> <i>Resigned</i><br>300 Stillwell Ave., Palatka, FL 32177<br>home-328-8407                                                                                            | 12/31/12     |
| 1/23/97          | Earl Wallace<br>224 N. 6th Street, Palatka, 32177<br>home-328-0086 work-328-3233 <a href="mailto:email-earlwallace@bellsouth.net">email-earlwallace@bellsouth.net</a>                                | 12/31/12     |
| 06/26/08         | Anthony "Skip" Harwell<br>322 Madison St., Palatka, 32177<br>day-386-530-1226 <a href="mailto:email-CAPTBOO@GMAIL.COM">email-CAPTBOO@GMAIL.COM</a>                                                   | 12/31/12     |
| 10/28/10         | Joe Pickens<br>P.O. Box 1374, 2041 Country Club Terrace<br>Palatka, 32178<br>phone # 937-1563 <a href="mailto:email-Pick021@Earthlink.net">email-Pick021@Earthlink.net</a>                           | 12/31/13     |
| 5/26/88          | Sue Roskosh, Wattles Office Supply<br>P.O. Box 26, Welaka, 32193<br>home-467-8123 work-325-4323 fax-325-5730 <a href="mailto:email-roskosh@att.net">email-roskosh@att.net</a>                        | 12/31/13     |
| 12/27/79         | Carl L. Stewart - effective 1/1/80<br>715 S. 19th St., Palatka, 32177<br>home-325-2594 <a href="mailto:email-carlandjulia@bellsouth.net">email-carlandjulia@bellsouth.net</a>                        | 12/31/13     |
| 12/12/02         | indefinite – school board rep.<br>Putnam Co. School Bd, 200 S. 7 <sup>th</sup> Street<br>Phone:                                                                                                      |              |

Planning Board Organized 6/2/60

Created and appointed by City Commission 5/27/60

Revised to include non-voting School Board representative 12-12-02

Meets on the first Tuesday at 4:00 PM at City Hall



CITY OF PALATKA  
Betsy Jordan Driggers  
City Clerk  
201 N. 2<sup>nd</sup> Street  
Palatka FL 32177  
Phone: 386-329-0100  
Fax: 386-329-0106  
e-mail: bdriqqers@palatka-fl.gov

# Memorandum

**To:** Commission & Staff  
**From:** Betsy Driggers, City Clerk  
**Date:** 9/2/2011  
**Re:** Planning Board Appointments

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At this time there are two openings on the Palatka Planning Board due to the resignations of Zack Landis and Ezekiel Johnson. One vacancy is for the remainder of a three-year term that will expire December, 2011 and one is for the remainder of a three-year term to expire December, 2012, respectively. These are at-large positions. There is no requirement for board members to live inside the City Limits.

It is the policy of the City Commission to give preference to Planning Board applicants who either:

1. Live inside the City Limits; or
2. Own commercial property or operate a business inside the City Limits

Attached you will find applications from the following individuals:

1. Sharon Buck
2. Daniel Sheffield
3. Clem Saccareccia

Ms. Buck and Mr. Sheffield live inside the City Limits.

Per Board Appointment Policy, the Commission interviews applicants at this meeting and makes this appointment at the September 22 meeting.

*Agenda*  
*Item*

6

**CITY OF PALATKA CITY COMMISSION  
AGENDA ITEM**

**ITEM:** Request to amend Section 78 to shift responsibility for reviewing alcoholic beverage licenses from the zoning administrator to planning director

**DEPARTMENT:** Building & Zoning

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**AGENDA SECTION:** Regular Agenda, requiring Commission action

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**ATTACHMENTS:**

1. Draft Ordinance
2. Planning Board minutes excerpt July 5, 2011 meeting
3. Planning Board memo excerpt

**DATE:** Sept. 22, 2011

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**ISSUE:** This is a staff-initiated Municipal Code revision. The Code now assigns the responsibility of reviewing and issuing alcoholic beverage licenses to the non-existent zoning administrator position. This change shifts the responsibility to the planning director position. Therefore this revision constitutes a housekeeping measure. The code change is shown below.

The following section of Chapter 78-162, of the Palatka Code of Ordinances, shall be revised:

**Sec. 10-6 Consumption or possession in certain public and private places.**

(e) For licensed premises including on-premise consumption, such licensed premises shall include all of the area embraced within the sketch submitted as part of an initial or renewal application for a license issued by the Division of Alcoholic Beverages and Tobacco, where such sketch appears on or is attached to the application for the license involved and designated as such on said sketch, in addition to that area included or designated by general law. When the area embraced within the sketch includes an outside area, access to such outside area shall be limited in such a fashion so as to prevent and prohibit access to the establishment by underage persons for purposes of subverting identification checkpoints or similar measures in place at the licensed premises. Additionally, any outside area shall be screened or fenced in such a manner so as to prevent the exchange of alcoholic beverages between those persons within the outside area and those beyond the outside area as shown on the sketch for the licensed premises. The city's ~~zoning administrator~~ planning director will review all applications for compliance with this requirement prior to the issuance of any approval for a license issued by the Division of Alcoholic Beverages and Tobacco of the State of Florida Department of Business and Professional Regulation.

Please direct questions regarding this request to the Thad Crowe at 329-0103 or [tcrowe@palatka-fl.gov](mailto:tcrowe@palatka-fl.gov)

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 AMENDING THE CODE OF ORDINANCES  
OF THE CITY OF PALATKA TO REVISE CHAPTER  
10-6(E), SHIFTING THE RESPONSIBILITY OF  
REVIEWING ALCOHOLIC BEVERAGE LICENSES  
FROM THE ZONING ADMINISTRATOR TO THE  
PLANNING DIRECTOR

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 July 5, 2011, and two public hearings before the City Commission of the City of Palatka on September 22, 2011, and October 6, 2011; and

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

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

Section 1. The following section of Chapter 10-6, the Palatka Code of Ordinances, shall be revised:

Consumption or possession in certain public and private places.

- (e) For licensed premises including on-premise consumption, such licensed premises shall include all of the area embraced within the sketch submitted as part of an initial or renewal application for a license issued by the Division of Alcoholic Beverages and Tobacco, where such sketch appears on or is attached to the application for the license involved and designated as such on said sketch, in addition to

that area included or designated by general law. When the area embraced within the sketch includes an outside area, access to such outside area shall be limited in such a fashion so as to prevent and prohibit access to the establishment by underage persons for purposes of subverting identification checkpoints or similar measures in place at the licensed premises. Additionally, any outside area shall be screened or fenced in such a manner so as to prevent the exchange of alcoholic beverages between those persons within the outside area and those beyond the outside area as shown on the sketch for the licensed premises. The city's ~~zoning administrator~~ planning director will review all applications for compliance with this requirement prior to the issuance of any approval for a license issued by the Division of Alcoholic Beverages and Tobacco of the State of Florida Department of Business and Professional Regulation.

Section 2. All ordinances in conflict with the terms and provisions of this ordinance are hereby specifically repealed.

Section 3. A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka, Florida.

Section 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 6<sup>th</sup> day of October, 2011.

CITY OF PALATKA

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

ATTEST:

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

## Planning Board Minutes July 5, 2011

Mr. Crowee explained that the childcare facility would be locating within the existing church. He stated that the criteria are not in conflict with the Comprehensive Plan. He added that there was a little concern with the proposed entrance, as the residences along the other side of the street are fairly close by. He did not believe it would create an issue if it were kept to a small operation, this was discussed with the applicant and he suggested one that of the of the conditions be the number of children be kept at a maximum of 70 students, and if the enrollment exceeds 30 students, that the drop-off and pick-up be moved to the west side of the building. He said that this change of use also trips the landscape requirements and recommends that like the previous two requests, the applicant shall comply with either the existing landscape requirements or what is being proposed if passed.

Don Burnet, 111 Prospect St. stated that he is the Pastor of the Church and explained that this is going to be a Christian day care facility, and that the Church is not out to make any kind of profit, they just want to have a place for the children to go. He requested that the maximum number of children allow be increased from 30 to 38 before having to change the drop-off and pick-up area to the west side, as that is the maximum number of children that they can accommodate without having to make other modifications.

April Annis, 512 N. Tree Garden Dr., St. Augustine, stated that the staff will be parking on the paved parking lot and the other area will be used for drop-off and pick-up only. She stated that this is a temporary facility as she is planning to build her permanent facility at 7309 Crill Avenue.

Mr. Petrucci asked the applicant how many cars she expected in the drop-off/pick-up area at one time.

Ms. Annis stated that they close at 6:00 pm and she would not expect that the all children would be picked up at the same time, possibly 5 or 6 cars at a time and staff will be parking in the other parking area.

Mr. Stewart asked what staff's thoughts were on the impact of 38 children versus 30.

Mr. Crowee advised that it was a judgment call, and that he did not believe that increasing the enrollment limit from 30 to 38 would be that significant of an impact.

**Motion** made by Joe Pickens and seconded by Sue Roskosh to approve the request subject to staff recommendations as listed as conditions of approval, with the change to enrollment not exceeding 38 children or drop-off/pick-up area shall be moved from the east to the west side of the classroom building. Mr. Pickens added that the enrollment adjustment was considered, as there was a logical reason the Pastor gave for requesting 38 as the maximum enrollment number before requiring drop-off and pick-up changes and noting for the record; notwithstanding that the Board understands that Staff had to pick a number. Motion passed 5-0.

### Case 11-29

To consider the following administrative text amendments to the City of Palatka Municipal Code and to provide recommendations to the City Commission:

1. Amend multiple sections of Municipal Code to more accurately assign review responsibility to Planning Director.
2. Create new Section 62-15 to provide sign setbacks.
3. Amend Section 94-5 to clarify relationship of Code to Comprehensive Plan.
4. Require that licensed Florida-registered landscape architect prepare required landscape plans.

Mr. Crowee explained that these corrections started with the Evaluation and Appraisal Report (EAR), and the consultants that were hired went through the Comprehensive Plan and kind of zeroed in on the responsibilities of local officials. At one time, before the City had a Planning Director, the Building Official acted in that capacity, so prior to the Comp Plan

**Planning Board Minutes**  
**July 5, 2011**

be amended there were many references to the Building Official doing many Planning and Zoning activities. He added that this is a housekeeping measure, when the public reads the code, they are going to try to find the Zoning Administrator and the City does not have a Zoning Administrator.

He explained that the sign code does not spell out any sign setbacks from property/right-of-way lines, except for the requirement that real estate signs and portable signs must be five feet off the right of way, and he believes that by providing a minimal setback from the right-of-way line this will help to reduce visual clutter as well as reduce potential visual obstructions for drivers. Additionally, he recommends that the five-foot property line setback be applicable to all property lines to reduce the congregation of signs at property lines.

He advised that that item no. 3; to amend Section 94-5 to clarify relationship of Code to Comprehensive Plan be removed from consideration at this time, as it needs to be addressed as some point in the future, he would like more time to prepare it.

With regards to the proposed requirement for a Landscape Architect, he said at this time anyone can draw and submit a landscape plan. They can be hard to read, and can present problems with a lack of knowledge of appropriate plantings, which in turn has resulted in appearance and functionality problems of the landscape areas and. Staff recommends adding a requirement that landscape plans be prepared by a Florida registered landscape architect and that such a professional provide a letter that the landscape installation complies with the approved landscape plan.

Mr. Holmes asked if the requirement for a Landscape Architect would kick in any time you would need to add landscape to a sight.

Mr. Crowe advised that is the way it is being presented, and he has thought about that and believes that there could be some sort of threshold included for consideration of smaller projects.

Discussion continued regarding limiting the requirement for a Florida Landscape Architect to new construction for today's purposes and not preclude future Board examination and consideration of adding thresholds for the Landscape ordinance.

---

**Motion** made by Joe Pickens and seconded by Earl Wallace to accept staff recommendations as presented for item no. 4 to amend Section 94-296 to require that landscape plans be prepared by a licensed, Florida registered Architect, with the requirement that it be applicable for new construction only, having understood that there is a threshold for when renovation becomes considered new construction is already established in the Code. Motion passed 5-0.

It was established by consensus, that the Board shall address threshold issue more fully in the revision of the Landscape Ordinance.

**Motion** made by Joe Pickens and seconded by Ken Venables to approve item no. 1 as presented. Motion passed 5-0.

**Motion** made by Ken Venables and seconded by Sue Roskosh to approve item no. 2 as presented. Motion passed 5-0.

Mr. Stewart expressed his appreciated and thanked the Board and Staff for their thoughtfulness and condolences during his family's loss over the past few months.

With no further business, meeting adjourned at 5:00 pm.

*Agenda  
Item*

**7**

**CITY OF PALATKA CITY COMMISSION  
AGENDA ITEM**

**ITEM:** Request to amend Section 78 to shift responsibility for issuing business tax receipts from finance director to Building and Zoning Dept.      **DEPARTMENT:** Building & Zoning

---

**AGENDA SECTION:** Regular Agenda, requiring Commission action

---

**ATTACHMENTS:** 1. Draft Ordinance      **DATE:** Sept. 22, 2011  
2. Planning Board minutes excerpt July 5, 2011 meeting  
3. Planning Board memo excerpt

---

**ISSUE:** This is a staff-initiated Municipal Code revision. The Code now requires that the Finance Director issue business tax receipts. In practice this duty has been performed by the Building and Zoning Dept. for many years, since this Department is the City's licensing and permitting entity. Therefore this revision constitutes a housekeeping measure. The code change is shown below.

The following section of Chapter 78-162, of the Palatka Code of Ordinances, shall be revised:

**Sec. 78-162 Levy of tax, business tax receipt required.**

(b) No person shall engage in, manage, run or operate any business, profession or occupation subject to this article within the city without first having obtained from the ~~finance director~~ building and zoning department the business tax receipt provided for in this article for such business, profession or occupation.

**Sec. 78-165 Transfer of business tax receipt.**

(a) ~~No transferable business tax receipt shall be transferred from the person to whom it is issued under this article, except upon written application of the transferee, endorsed by the transferrer, made to the finance director building and zoning department, and when such application is so made the finance director building and zoning department shall issue a duplicate of the original business tax receipt, marked "duplicate," and shall endorse thereon the names of the transferees.~~

(b) Except as provided in subsection (c) of this section, a business tax receipt transfer may be made only when there is a bona fide sale of the business, upon payment of a transfer fee as set out in appendix A to this Code, as amended from time to time, and presentation to the ~~finance director~~ building and zoning department of evidence of the sale and upon presentation to the ~~finance director~~ building and zoning department of the original business tax receipt.

**Sec. 78-165 Posting of business tax receipt; contents of business tax receipt.**

All business tax receipts and transfers of business tax receipts shall be posted in a conspicuous place in the place of business of the person to whom issued, where the business tax receipt can be easily observed by the public, and shall show the amount paid for the business tax receipt, the date issued or the date transferred, and the business, profession or occupation thereby licensed, and shall bear the signature of the ~~city finance director~~ building and zoning department, the seal of the city and the holder's signature.

Please direct questions regarding this request to the Thad Crowe at 329-0103 or [tcrowe@palatka-fl.gov](mailto:tcrowe@palatka-fl.gov)

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 AMENDING THE CODE OF ORDINANCES  
OF THE CITY OF PALATKA TO REVISE CHAPTER  
78-162 (B); 78-165 (A) & (B), AND 78-  
167, SHIFTING THE RESPONSIBILITY OF  
ISSUING BUSINESS TAX RECEIPTS FROM THE  
FINANCE DIRECTOR TO THE BUILDING AND  
ZONING DEPARTMENT

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 July 5, 2011, and two public hearings before the City Commission of the City of Palatka on September 22, 2011, and October 6, 2011; and

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

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

Section 1. The following section of Chapter 78-162, of the Palatka Code of Ordinances, shall be revised:

Levy of tax, business tax receipt required.

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The following sections of Chapter 78-165, of the Palatka Code of Ordinances, shall be revised:

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- (b) Except as provided in subsection (c) of this section, a business tax receipt transfer may be made only when there is a bona fide sale of the business, upon payment of a transfer fee as set out in appendix A to this Code, as amended from time to time, and presentation to the ~~finance director~~ building and zoning department of evidence of the sale and upon presentation to the ~~finance director~~ building and zoning department of the original business tax receipt.

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Section 2. All ordinances in conflict with the terms and provisions of this ordinance are hereby specifically repealed.

Section 3. A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka, Florida.

Section 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 6<sup>th</sup> day of October, 2011.

CITY OF PALATKA

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

ATTEST:

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

## Planning Board Minutes July 5, 2011

kept to a small operation, this was discussed with the applicant and he suggested one that of the of the conditions be the number of children be kept at a maximum of 70 students, and if the enrollment exceeds 30 students, that the drop-off and pick-up be moved to the west side of the building. He said that this change of use also trips the landscape requirements and recommends that like the previous two requests, the applicant shall comply with either the existing landscape requirements or what is being proposed if passed.

Don Burnet, 111 Prospect St. stated that he is the Pastor of the Church and explained that this is going to be a Christian day care facility, and that the Church is not out to make any kind of profit, they just want to have a place for the children to go. He requested that the maximum number of children allow be increased from 30 to 38 before having to change the drop-off and pick-up area to the west side, as that is the maximum number of children that they can accommodate without having to make other modifications.

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Mr. Petrucci asked the applicant how many cars she expected in the drop-off/pick-up area at one time.

Ms. Annis stated that they close at 6:00 pm and she would not expect that the all children would be picked up at the same time, possibly 5 or 6 cars at a time and staff will be parking in the other parking area.

Mr. Stewart asked what staff's thoughts were on the impact of 38 children versus 30.

Mr. Crowe advised that it was a judgment call, and that he did not believe that increasing the enrollment limit from 30 to 38 would be that significant of an impact.

**Motion** made by Joe Pickens and seconded by Sue Roskosh to approve the request subject to staff recommendations as listed as conditions of approval, with the change to enrollment not exceeding 38 children or drop-off/pick-up area shall be moved from the east to the west side of the classroom building. Mr. Pickens added that the enrollment adjustment was considered, as there was a logical reason the Pastor gave for requesting 38 as the maximum enrollment number before requiring drop-off and pick-up changes and noting for the record; notwithstanding that the Board understands that Staff had to pick a number. Motion passed 5-0.

### Case 11-29

To consider the following administrative text amendments to the City of Palatka Municipal Code and to provide recommendations to the City Commission:

1. Amend multiple sections of Municipal Code to more accurately assign review responsibility to Planning Director or Building and Zoning Department.
2. Create new Section 62-15 to provide sign setbacks.
3. Amend Section 94-5 to clarify relationship of Code to Comprehensive Plan.
4. Require that licensed Florida-registered landscape architect prepare required landscape plans.

Mr. Crowe explained that these corrections started with the Evaluation and Appraisal Report (EAR), and the consultants that were hired went through the Comprehensive Plan and kind of zeroed in on the responsibilities of local officials. At one time, before the City had a Planning Director, the Building Official acted in that capacity, so prior to the Comp Plan be amended there were many references to the Building Official doing many Planning and Zoning activities. He added

**Planning Board Minutes  
July 5, 2011**

that this is a housekeeping measure, when the public reads the code, they are going to try to find the Zoning Administrator and the City does not have a Zoning Administrator.

He explained that the sign code does not spell out any sign setbacks from property/right-of-way lines, except for the requirement that real estate signs and portable signs must be five feet off the right of way, and he believes that by providing a minimal setback from the right-of-way line this will help to reduce visual clutter as well as reduce potential visual obstructions for drivers. Additionally, he recommends that the five-foot property line setback be applicable to all property lines to reduce the congregation of signs at property lines.

He advised that that item no. 3; to amend Section 94-5 to clarify relationship of Code to Comprehensive Plan be removed from consideration at this time, as it needs to be addressed as some point in the future, he would like more time to prepare it.

With regards to the proposed requirement for a Landscape Architect, he said at this time anyone can draw and submit a landscape plan. They can be hard to read, and can present problems with a lack of knowledge of appropriate plantings, which in turn has resulted in appearance and functionality problems of the landscape areas and. Staff recommends adding a requirement that landscape plans be prepared by a Florida registered landscape architect and that such a professional provide a letter that the landscape installation complies with the approved landscape plan.

Mr. Holmes asked if the requirement for a Landscape Architect would kick in any time you would need to add landscape to a sight.

Mr. Crowe advised that is the way it is being presented, and he has thought about that and believes that there could be some sort of threshold included for consideration of smaller projects.

Discussion continued regarding limiting the requirement for a Florida Landscape Architect to new construction for today's purposes and not preclude future Board examination and consideration of adding thresholds for the Landscape ordinance.

**Motion** made by Joe Pickens and seconded by Earl Wallace to accept staff recommendations as presented for item no. 4 to amend Section 94-296 to require that landscape plans be prepared by a licensed, Florida registered Architect, with the requirement that it be applicable for new construction only, having understood that there is a threshold for when renovation becomes considered new construction is already established in the Code. Motion passed 5-0.

It was established by consensus, that the Board shall address threshold issue more fully in the revision of the Landscape Ordinance.

**Motion** made by Joe Pickens and seconded by Ken Venables to approve item no. 1 as presented. Motion passed 5-0.

**Motion** made by Ken Venables and seconded by Sue Roskosh to approve item no. 2 as presented. Motion passed 5-0.

Mr. Stewart expressed his appreciated and thanked the Board and Staff for their thoughtfulness and condolences during his family's loss over the past few months.

With no further business, meeting adjourned at 5:00 pm.

Request to Amend Municipal Code

(Review Responsibilities, Sign Setbacks, Requiring Landscape Architect for Landscape Plan Preparation)

Applicant: Building and Zoning Dept.

STAFF REPORT

DATE: June 28, 2011

TO: Planning Board members

FROM: Thad Crowe, AICP, Planning Director

APPLICATION REQUEST

To consider the following administrative text amendments to the Municipal Code:

1. Amend multiple sections of Municipal Code to more accurately assign review responsibility to Planning Director

2. Create new Section 62-15 to provide sign setbacks.

3. Amend Section 94-5 to clarify relationship of Code to Comprehensive Plan.

4. Require that licensed Florida-registered landscape architect prepare required landscape plans.

No public notice is required for Planning Board consideration of Code changes.

APPLICATION BACKGROUND

Review Responsibilities

The third column of the following table shows who is now operationally responsible for various aspects of the Municipal Code, while the second column indicates that these duties are by Code assigned to other staffers. This is a housekeeping measure intended to reflect current practice. Please note that the position of Zoning Administrator no longer exists.

Table 1: Issue Responsibility

Table with 3 columns: Issue, Responsible by Code, Actual & Proposed Responsibility. Rows include Alcohol Beverage Licensing, Hist. Dist. Certificate of Appropriateness Process, Issuing Business Tax Receipts, Zoning Code Enforcement, Interpreting Zoning District Boundaries, Administering Buffering and Screening Requirements, and Administering Adult Entertainment Ordinance.

*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.*

*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.*

The above criteria are not applicable.

#### **STAFF RECOMMENDATION**

These proposed Zoning Code text amendments are in keeping with applicable criteria. Staff recommends approval of the following Code revisions of Case 11-25:

1. Amend Section 10-6 (e) to shift the responsibility of reviewing alcoholic beverage licenses from Zoning Administrator to Planning Director;

amend Section 54-78 (d) to shift the responsibility of the (historic district) Certificate of Appropriateness process from the Building Official to the Planning Director;

**amend Section 78-162 (b), 78-165 (a), (b) and 78-167 to shift the responsibility of issuing business tax receipts from the Finance Director to the Building and Zoning Department;**

amend Section 94-2 to change references in Definitions from Zoning Administrator to Planning Director;

amend Section 94-32, 94-34, 94-35, 94-38, 94-39, 94-40, 94-63, 94-65, and 94-66 to shift the responsibility of zoning code enforcement from the Zoning Administrator to the Planning Director; amend Section 94-112 (c) to shift responsibility interpreting zoning district boundaries from the Zoning Administrator to the Planning Director;

amend Section 94-302 (f), 94-310 (c), 94-310 (c)(2) and 94-313 (a) to shift the responsibility of administering buffering and screening requirements from the Zoning Administrator to the Planning Director;

amend Section 94-313 (a) to shift the responsibility of administering buffering and screening requirements from Building Official to Planning Director; and

amend Section 3-26; (a) 3-27 (a) & (d); 3-28; 3-29 (a),( b),( c) & (d); 3-30 (e), (f), (f2); 3-32 (a) & (b); 3-33 (a) (1) & (2); 3-34 (1) & (2); 3-35; 3-36 (a), (b) & (c)(1), (c)(2), (c)(3), & (d); 3-37 (a), (b), (d); 3-38 (a) & (g); 3-105 (1) & (2), 3-108; 3-139 and 10-6(3) to shift responsibilities of the zoning administrator to the Planning Director (Adult Entertainment regulations).

*Agenda  
Item*

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**CITY OF PALATKA CITY COMMISSION  
AGENDA ITEM**

**ITEM:** Request to amend Section 78 to shift responsibility for reviewing buffering and screening requirements from building official to planning director

**DEPARTMENT:** Building & Zoning

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**AGENDA SECTION:** Regular Agenda, requiring Commission action

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**ATTACHMENTS:** 1. Draft Ordinance  
2. Planning Board minutes excerpt July 5, 2011 meeting  
3. Planning Board memo excerpt

**DATE:** Sept. 22, 2011

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**ISSUE:** This is a staff-initiated Municipal Code revision. The Code now assigns the responsibility of reviewing buffering and screening to the building official and the non-existent zoning administrator position. This change shifts the responsibility to the planning director position, reflecting the facts that this review responsibility belongs more in the planning area and the building official is now a contract position with reduced hours. Therefore this revision constitutes a housekeeping measure. The code change is shown below.

The following section of Chapter 78-162, of the Palatka Code of Ordinances, shall be revised:

*(a) Administration. In projects involving issuance of a building permit or certificate of occupancy, the ~~building official~~ planning director shall receive an affidavit executed by the property owner or developer acknowledging the completion of, or commitment of completing by a certain date, the buffer installation prior to issuance of the certificate of occupancy.*

*In instances where the buffer installation has not taken place prior to issuance of the certificate of occupancy, then a performance bond or other acceptable surety in an amount equal to 110 percent of the value of the buffer, as determined by the ~~building official~~ planning director, and its installation shall be posted with the building and zoning department. This performance bond or other acceptable surety shall remain in full effect until the required improvements are installed, inspected, and approved for release by the ~~zoning administrator~~ planning director or his designee.*

Please direct questions regarding this request to the Thad Crowe at 329-0103 or [tcrowe@palatka-fl.gov](mailto:tcrowe@palatka-fl.gov)

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 AMENDING THE CODE OF ORDINANCES  
OF THE CITY OF PALATKA TO AMEND CHAPTER  
94-313 (A), SHIFTING THE RESPONSIBILITY  
OF ADMINISTERING BUFFERING AND  
SCREENING REQUIREMENTS FROM THE  
BUILDING OFFICIAL TO THE PLANNING  
DIRECTOR

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 July 5, 2011, and two public hearings before the City Commission of the City of Palatka on September 22, 2011, and October 6, 2011; and

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

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

Section 1. The following section of Chapter 94-313, the Palatka Code of Ordinances, shall be revised:

Administration and enforcement.

- (a) *Administration.* In projects involving issuance of a building permit or certificate of occupancy, the ~~building official~~ planning director shall receive an affidavit executed by the property owner or developer acknowledging the completion of, or commitment of completing by a certain date, the

buffer installation prior to issuance of the certificate of occupancy.

In instances where the buffer installation has not taken place prior to issuance of the certificate of occupancy, then a performance bond or other acceptable surety in an amount equal to 110 percent of the value of the buffer, as determined by the ~~building official~~ planning director, and its installation shall be posted with the building and zoning department. This performance bond or other acceptable surety shall remain in full effect until the required improvements are installed, inspected, and approved for release by the ~~zoning administrator~~ planning director or his designee.

Section 2. All ordinances in conflict with the terms and provisions of this ordinance are hereby specifically repealed.

Section 3. A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka, Florida.

Section 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 6<sup>th</sup> day of October, 2011.

CITY OF PALATKA

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

ATTEST:

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

**Planning Board Minutes  
July 5, 2011**

Mr. Crowee explained that the childcare facility would be locating within the existing church. He stated that the criteria are not in conflict with the Comprehensive Plan. He added that there was a little concern with the proposed entrance, as the residences along the other side of the street are fairly close by. He did not believe it would create an issue if it were kept to a small operation, this was discussed with the applicant and he suggested one that of the of the conditions be the number of children be kept at a maximum of 70 students, and if the enrollment exceeds 30 students, that the drop-off and pick-up be moved to the west side of the building. He said that this change of use also trips the landscape requirements and recommends that like the previous two requests, the applicant shall comply with either the existing landscape requirements or what is being proposed if passed.

Don Burnet, 111 Prospect St. stated that he is the Pastor of the Church and explained that this is going to be a Christian day care facility, and that the Church is not out to make any kind of profit, they just want to have a place for the children to go. He requested that the maximum number of children allow be increased from 30 to 38 before having to change the drop-off and pick-up area to the west side, as that is the maximum number of children that they can accommodate without having to make other modifications.

April Annis, 512 N. Tree Garden Dr., St. Augustine, stated that the staff will be parking on the paved parking lot and the other area will be used for drop-off and pick-up only. She stated that this is a temporary facility as she is planning to build her permanent facility at 7309 Crill Avenue.

Mr. Petrucci asked the applicant how many cars she expected in the drop-off/pick-up area at one time.

Ms. Annis stated that they close at 6:00 pm and she would not expect that the all children would be picked up at the same time, possibly 5 or 6 cars at a time and staff will be parking in the other parking area.

Mr. Stewart asked what staff's thoughts were on the impact of 38 children versus 30.

Mr. Crowee advised that it was a judgment call, and that he did not believe that increasing the enrollment limit from 30 to 38 would be that significant of an impact.

**Motion** made by Joe Pickens and seconded by Sue Roskosh to approve the request subject to staff recommendations as listed as conditlons of approval, with the change to enrollment not exceeding 38 children or drop-off/pick-up area shall be moved from the east to the west side of the classroom building. Mr. Pickens added that the enrollment adjustment was considered, as there was a logical reason the Pastor gave for requesting 38 as the maximum enrollment number before requiring drop-off and pick-up changes and noting for the record; notwithstanding that the Board understands that Staff had to pick a number. Motion passed 5-0.

**Case 11-29**

To consider the following administrative text amendments to the City of Palatka Municipal Code and to provide recommendations to the City Commission:

1. Amend multiple sections of Municipal Code to more accurately assign review responsibility to Planning Director
2. Create new Section 62-15 to provide sign setbacks.
3. Amend Section 94-5 to clarify relationship of Code to Comprehensive Plan.
4. Require that licensed Florida-registered landscape architect prepare required landscape plans.

Mr. Crowee explained that these corrections started with the Evaluation and Appraisal Report (EAR), and the consultants that were hired went through the Comprehensive Plan and kind of zeroed in on the responsibilities of local officials. At one time, before the City had a Planning Director, the Building Official acted in that capacity, so prior to the Comp Plan

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July 5, 2011**

he amended there were many references to the Building Official doing many Planning and Zoning activities. He added that this is a housekeeping measure, when the public reads the code, they are going to try to find the Zoning Administrator and the City does not have a Zoning Administrator.

He explained that the sign code does not spell out any sign setbacks from property/right-of-way lines, except for the requirement that real estate signs and portable signs must be five feet off the right of way, and he believes that by providing a minimal setback from the right-of-way line this will help to reduce visual clutter as well as reduce potential visual obstructions for drivers. Additionally, he recommends that the five-foot property line setback be applicable to all property lines to reduce the congregation of signs at property lines.

He advised that that item no. 3; to amend Section 94-5 to clarify relationship of Code to Comprehensive Plan be removed from consideration at this time, as it needs to be addressed as some point in the future, he would like more time to prepare it.

With regards to the proposed requirement for a Landscape Architect, he said at this time anyone can draw and submit a landscape plan. They can be hard to read, and can present problems with a lack of knowledge of appropriate plantings, which in turn has resulted in appearance and functionality problems of the landscape areas and. Staff recommends adding a requirement that landscape plans be prepared by a Florida registered landscape architect and that such a professional provide a letter that the landscape installation complies with the approved landscape plan.

Mr. Holmes asked if the requirement for a Landscape Architect would kick in any time you would need to add landscape to a sight.

Mr. Crowe advised that is the way it is being presented, and he has thought about that and believes that there could be some sort of threshold included for consideration of smaller projects.

Discussion continued regarding limiting the requirement for a Florida Landscape Architect to new construction for today's purposes and not preclude future Board examination and consideration of adding thresholds for the Landscape ordinance.

**Motion** made by Joe Pickens and seconded by Earl Wallace to accept staff recommendations as presented for item no. 4 to amend Section 94-296 to require that landscape plans be prepared by a licensed, Florida registered Architect, with the requirement that it be applicable for new construction only, having understood that there is a threshold for when renovation becomes considered new construction is already established in the Code. Motion passed 5-0.

It was established by consensus, that the Board shall address threshold issue more fully in the revision of the Landscape Ordinance.

**Motion** made by Joe Pickens and seconded by Ken Venables to approve item no. 1 as presented. Motion passed 5-0.

**Motion** made by Ken Venables and seconded by Sue Roskosh to approve item no. 2 as presented. Motion passed 5-0.

Mr. Stewart expressed his appreciated and thanked the Board and Staff for their thoughtfulness and condolences during his family's loss over the past few months.

With no further business, meeting adjourned at 5:00 pm.

**Request to Amend Municipal Code**

**(Review Responsibilities, Sign Setbacks, Requiring Landscape Architect for Landscape Plan Preparation)**

**Applicant: Building and Zoning Dept.**

**STAFF REPORT**

**DATE:** June 28, 2011

**TO:** Planning Board members

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

**APPLICATION REQUEST**

To consider the following administrative text amendments to the Municipal Code:

1. Amend multiple sections of Municipal Code to more accurately assign review responsibility to Planning Director
  2. Create new Section 62-15 to provide sign setbacks.
  3. Amend Section 94-5 to clarify relationship of Code to Comprehensive Plan.
  4. Require that licensed Florida-registered landscape architect prepare required landscape plans.
- No public notice is required for Planning Board consideration of Code changes.

**APPLICATION BACKGROUND**

**Review Responsibilities**

The third column of the following table shows who is now operationally responsible for various aspects of the Municipal Code, while the second column indicates that these duties are by Code assigned to other staffers. This is a housekeeping measure intended to reflect current practice. Please note that the position of Zoning Administrator no longer exists.

Table 1: Issue Responsibility

| Issue                                              | Responsible by Code                       | Actual & Proposed Responsibility |
|----------------------------------------------------|-------------------------------------------|----------------------------------|
| Alcohol Beverage Licensing                         | Zoning Administrator                      | Planning Director                |
| Hist. Dist. Certificate of Appropriateness Process | Building Official                         | Planning Director                |
| Issuing Business Tax Receipts                      | Finance Director                          | Building & Zoning Dept.          |
| Zoning Code Enforcement                            | Zoning Administrator                      | Planning Director                |
| Interpreting Zoning District Boundaries            | Zoning Administrator                      | Planning Director                |
| Administering Buffering and Screening Requirements | Building Official or Zoning Administrator | Planning Director                |
| Administering Adult Entertainment Ordinance        | Zoning Administrator                      | Planning Director                |

*Agenda  
Item*

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**CITY OF PALATKA CITY COMMISSION  
AGENDA ITEM**

**ITEM:** Request to amend Section 94-296(d) require that landscape plans for new construction (excluding renovations and additions) be prepared by licensed, Florida-registered Landscape Architect

**DEPARTMENT:** Building & Zoning

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**AGENDA SECTION:** Regular Agenda, requiring Commission action

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**ATTACHMENTS:** 1. Draft Ordinance  
2. Planning Board minutes excerpt July 5, 2011 meeting  
3. Planning Board memo excerpt

**DATE:** Sept. 22, 2011

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**ISSUE:** This is a staff-initiated Zoning (Landscape) Code revision. Current requirements do not require that landscape plans be prepared by a professional and registered landscape architect. This has resulted in problems with inappropriate plantings utilized for various developments and also can result in haphazard site landscape design. As noted in the Planning Board minutes, the Board agreed with the premise of this proposed change but recommended to limit the requirement to new construction to avoid undue cost impacts on smaller projects such as additions and renovations. The proposed revision is shown below with new text underlined.

Sec. 94-296 Landscape Plan Approval.

*(d) Appropriate site plans showing proposed landscape development shall be submitted to the city building department. Landscape plans for new construction only, excluding renovations and additions, shall be prepared by a licensed, Florida registered Landscape Architect. The site plan shall be drawn to scale normally of not less than one inch equals 30 feet. A different scale may be permitted for good cause shown. Landscape plan review will typically be done concurrent with building permit application review. Amendments or modifications to approved landscape plans shall be reviewed administratively within five working days. Such site plan shall include the following:*

- (1) Plant name, size and location, number, spacing and size upon installation of all trees, shrubs and ground covers.*
- (2) Existing and proposed landscape areas.*
- (3) Existing and proposed parking areas, including access aisles, driveways, catchbasins and all vehicular use areas, scaled and/or dimensioned.*
- (4) An irrigation system, including heads, valves and pump, that provides 100 percent coverage.*
- (5) Locations of all existing and/or proposed structures, sidewalks, pools, fences and walls, all applicable utilities services, dumpsters and other improvements, properly dimensioned and referenced to property uses, setback and yard requirements.*

Please direct questions regarding this request to the Thad Crowe at 329-0103 or [tcrowe@palatka-fl.gov](mailto:tcrowe@palatka-fl.gov)

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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 AMENDING THE CODE OF ORDINANCES  
OF THE CITY OF PALATKA TO AMEND CHAPTER  
94-296, REQUIRING THAT LANDSCAPE PLANS  
FOR NEW CONSTRUCTION EXCLUDING  
RENOVATIONS AND ADDITIONS BE PREPARED  
BY A LICENSED, FLORIDA REGISTERED  
LANDSCAPE ARCHITECT

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 July 5, 2011, and two public hearings before the City Commission of the City of Palatka on September 22, 2011, and October 6, 2011; and

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

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

Section 1. The following section of Chapter 94-296, the Palatka Code of Ordinances, shall be revised:

Landscape Plan Approval.

- (d) Appropriate site plans showing proposed landscape development shall be submitted to the city building department. Landscape plans for new construction only, excluding renovations and additions, shall be prepared by a licensed, Florida registered Landscape Architect. The site plan shall be drawn to scale normally of not less than one inch equals 30 feet. A different scale may be permitted for good cause shown. Landscape plan review will typically be done

concurrent with building permit application review. Amendments or modifications to approved landscape plans shall be reviewed administratively within five working days. Such site plan shall include the following:

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- (4) An irrigation system, including heads, valves and pump, that provides 100 percent coverage.
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Section 2. All ordinances in conflict with the terms and provisions of this ordinance are hereby specifically repealed.

Section 3. A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka, Florida.

Section 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 6<sup>th</sup> day of October, 2011.

CITY OF PALATKA

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

ATTEST:

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

**Planning Board Minutes  
July 5, 2011**

Mr. Crowe explained that the childcare facility would be locating within the existing church. He stated that the criteria are not in conflict with the Comprehensive Plan. He added that there was a little concern with the proposed entrance, as the residences along the other side of the street are fairly close by. He did not believe it would create an issue if it were kept to a small operation, this was discussed with the applicant and he suggested one that of the of the conditions be the number of children be kept at a maximum of 70 students, and if the enrollment exceeds 30 students, that the drop-off and pick-up be moved to the west side of the building. He said that this change of use also trips the landscape requirements and recommends that like the previous two requests, the applicant shall comply with either the existing landscape requirements or what is being proposed if passed.

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Mr. Stewart asked what staff's thoughts were on the impact of 38 children versus 30.

Mr. Crowe advised that it was a judgment call, and that he did not believe that increasing the enrollment limit from 30 to 38 would be that significant of an impact.

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**Case 11-29**

To consider the following administrative text amendments to the City of Palatka Municipal Code and to provide recommendations to the City Commission:

1. Amend multiple sections of Municipal Code to more accurately assign review responsibility to Planning Director.
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4. **Require that licensed Florida-registered landscape architect prepare required landscape plans**

Mr. Crowe explained that these corrections started with the Evaluation and Appraisal Report (EAR), and the consultants that were hired went through the Comprehensive Plan and kind of zeroed in on the responsibilities of local officials. At one time, before the City had a Planning Director, the Building Official acted in that capacity, so prior to the Comp Plan

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July 5, 2011**

be amended there were many references to the Building Official doing many Planning and Zoning activities. He added that this is a housekeeping measure, when the public reads the code, they are going to try to find the Zoning Administrator and the City does not have a Zoning Administrator.

He explained that the sign code does not spell out any sign setbacks from property/right-of-way lines, except for the requirement that real estate signs and portable signs must be five feet off the right of way, and he believes that by providing a minimal setback from the right-of-way line this will help to reduce visual clutter as well as reduce potential visual obstructions for drivers. Additionally, he recommends that the five-foot property line setback be applicable to all property lines to reduce the congregation of signs at property lines.

He advised that that item no. 3; to amend Section 94-5 to clarify relationship of Code to Comprehensive Plan be removed from consideration at this time, as it needs to be addressed as some point in the future, he would like more time to prepare it.

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Discussion continued regarding limiting the requirement for a Florida Landscape Architect to new construction for today's purposes and not preclude future Board examination and consideration of adding thresholds for the Landscape ordinance.

Motion made by Joe Pickens and seconded by Earl Wallace to accept staff recommendations as presented for item no. 4 to amend Section 94-296 to require that landscape plans be prepared by a licensed, Florida registered Architect, with the requirement that it be applicable for new construction only, having understood that there is a threshold for when renovation becomes considered new construction is already established in the Code. Motion passed 5-0.

It was established by consensus, that the Board shall address threshold issue more fully in the revision of the Landscape Ordinance.

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Motion made by Ken Venables and seconded by Sue Roskosh to approve item no. 2 as presented. Motion passed 5-0.

Mr. Stewart expressed his appreciated and thanked the Board and Staff for their thoughtfulness and condolences during his family's loss over the past few months.

With no further business, meeting adjourned at 5:00 pm.

**Requiring Landscape Architect for Landscape Plan Preparation**

At this time anyone can draw and submit a landscape plan. This has presented problems with a lack of knowledge of appropriate plantings, which in turn has resulted in appearance and function problems of landscape areas. Staff recommends a requirement that landscape plans be prepared by a Florida registered landscape architect and that such a professional provide a letter that the landscape installation complies with the approved landscape plan.

**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.*  
The changes do not conflict with the Comprehensive Plan.

*b. The existing land use pattern.*

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

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

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

*f. Whether changed or changing conditions make the passage of the proposed amendment necessary.*  
The above criteria are not applicable.

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

This criterion is only applicable to the sign setbacks and landscape architect requirement. The former standard provides a happy medium between maximum sign visibility and the public interest of controlling sign clutter. The landscape architect requirement will help to improve the appearance and living conditions in the City by ensuring better plant selection and placement.

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

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

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

The above criteria are not applicable

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

See response to g. above.

**Request to Amend Municipal Code**

**(Review Responsibilities, Sign Setbacks, Requiring Landscape Architect for Landscape Plan Preparation)**

**Applicant: Building and Zoning Dept.**

**STAFF REPORT**

**DATE:** June 28, 2011

**TO:** Planning Board members

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

**APPLICATION REQUEST**

To consider the following administrative text amendments to the Municipal Code:

1. Amend multiple sections of Municipal Code to more accurately assign review responsibility to Planning Director.
2. Create new Section 62-15 to provide sign setbacks.
3. Amend Section 94-5 to clarify relationship of Code to Comprehensive Plan.
4. ~~Require that licensed Florida-registered landscape architect prepare required landscape plans~~

No public notice is required for Planning Board consideration of Code changes.

**APPLICATION BACKGROUND**

Review Responsibilities

The third column of the following table shows who is now operationally responsible for various aspects of the Municipal Code, while the second column indicates that these duties are by Code assigned to other staffers. This is a housekeeping measure intended to reflect current practice. Please note that the position of Zoning Administrator no longer exists.

Table 1: Issue Responsibility

| Issue                                              | Responsible by Code                       | Actual & Proposed Responsibility |
|----------------------------------------------------|-------------------------------------------|----------------------------------|
| Alcohol Beverage Licensing                         | Zoning Administrator                      | Planning Director                |
| Hist. Dist. Certificate of Appropriateness Process | Building Official                         | Planning Director                |
| Issuing Business Tax Receipts                      | Finance Director                          | Building & Zoning Dept.          |
| Zoning Code Enforcement                            | Zoning Administrator                      | Planning Director                |
| Interpreting Zoning District Boundaries            | Zoning Administrator                      | Planning Director                |
| Administering Buffering and Screening Requirements | Building Official or Zoning Administrator | Planning Director                |
| Administering Adult Entertainment Ordinance        | Zoning Administrator                      | Planning Director                |

Agenda  
Item

10<sub>a</sub> & b

**CITY OF PALATKA CITY COMMISSION  
AGENDA ITEM**

**ITEM:** Annexation, Comprehensive Plan Map Amendment, and Rezoning N. Moody Rd. east of Airport (2<sup>nd</sup> reading)      **DEPARTMENT:** Building & Zoning

---

**AGENDA SECTION:** Regular Agenda, requiring Commission action

---

**ATTACHMENTS:**    1. Draft Ordinance      **DATE:** Sept. 22, 2011  
                          2. Planning Board minutes excerpt June 7, 2011  
                                  meeting  
                          3. Advertisement  
                          4. Map

---

**ISSUE:** This application was initiated by Staff. The property was purchased by the City several years ago to protect the Airport's flight path. This is a housekeeping measure.

Please direct questions regarding this request to the Thad Crowe at 329-0103 or [tcrowe@palatka-fl.gov](mailto:tcrowe@palatka-fl.gov)

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) LOCATED ON NORTH MOODY ROAD APPROXIMATELY 600 FEET SOUTH OF REID STREET FROM PUTNAM COUNTY US (URBAN SERVICES) TO IN (INDUSTRIAL), 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 Land Use</u>          | <u>Future Land Use</u>        | <u>Amended Land Use</u> | <u>Future Land Use</u> |
|----------------------------|----------------|----------------------------------|-------------------------------|-------------------------|------------------------|
| 02-10-26-0000-0420-0010    | 14.4           | Putnam County<br>US<br>Services) | County<br>(Urban<br>Services) | IN (Industrial)         |                        |

**DESCRIPTION OF PROPERTY:**

PART OF W 1/3 OF NW 1/4 OR604 P730 DESCRIBED IN PARAGRAPH 2 ON P741 OR613 P1789

**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 25<sup>th</sup> day of August, 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 LOCATED IN SECTION 02,  
TOWNSHIP 10 SOUTH, RANGE 27 EAST,  
LOCATED ON NORTH MOODY ROAD  
APPROXIMATELY 600 FEET SOUTH OF REID  
STREET FROM PUTNAM COUNTY IL  
(INDUSTRIAL, LIGHT) TO M-1 (LIGHT  
INDUSTRIAL); 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 August 25, 2011, and September 8, 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 Putnam County IL (Industrial, Light) to M-1 (Light Industrial).

**DESCRIPTION OF PROPERTY:**

02-10-26-0000-0420-0010:  
PART OF W 1/3 OF NW 1/4 OR604 P730 DESCRIBED IN PARAGRAPH 2 ON P741 OR613 P1789

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

June 7, 2011

**Case 11-19**      **Address:**      890 N. State Rd. 19  
                          **Parcel #:**      02-10-26-0000-0040-0000  
                          **Owner:** Abundant Life Ministries of PC Inc.

Request to annex, amend the Future Land Use Map from County PF (Public Buildings Grounds & Facilities) and County US (Urban Service) to PB (Public Buildings and Grounds) and rezone from County C-2 (Commercial, General, Light) and County AG (Agriculture) to C-1 (General Commercial)

Mr. Crowe gave an overview of the request, advising that it meets the annexation, Future Land Use Map amendment, and rezoning criteria. He stated that the current use is an allowable use in the requested C-1 zoning and recommended approval for this request.

**Motion** made by Joe Petrucci and seconded by Sue Roskosh to approve the request. Motion carried 5-0.

**Case 11-20**      **Address:**      East side of Moody Rd.  
                          **Parcel #:**      02-10-26-0000-0420-0010  
                          **Owner:** City of Palatka

Request to annex, amend the Future Land Use Map from County US (Urban Service) to IN (Industrial) and rezone from County IL (Industrial) to M-1 (Industrial)

No one spoke to this request.

Mr. Crowe advised that this is currently an industrial area and the requested future land use and zoning is in keeping with the general character of that area. He stated that the request meets the annexation, Future Land Use Map amendment, and rezoning criteria. He recommended approval of the request.

**Motion** made by Joe Petrucci and seconded by Sue Roskosh to approve the request. Motion Carried 5-0.

**Case 11-21**      **Address:**      701 N. Moody Rd.  
                          **Parcel #:**      Multiple  
                          **Owner:** Palatka Land Development Co.

Request to annex, amend the Future Land Use Map from County US (Urban Service) to IN (Industrial) and rezone from County IL (Industrial) to M-1 (Industrial)

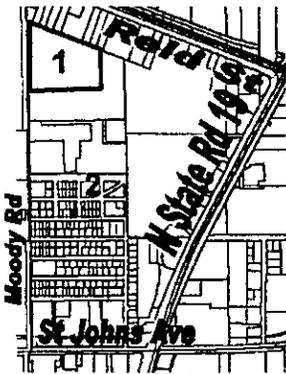
Mr. Crowe advised that this case has been withdrawn by the applicant, basically due to the desire to not be double taxed. No action was taken.

**Case 11-22**      **Address:**      Hudson Street properties (portion)  
                          **Parcel #:**      Multiple  
                          **Owner:** S & S Properties of South Florida; The Manicore Industries Inc. and Manicore Industries Inc. Et Al

Request to annex, amend the Future Land Use Map from County US (Urban Service) to RH (Residential High-density) and rezone from County R-1A and R-3 (Single-family and Multi-family Residential) to R-3 (Multi-family Residential).

Mr. Crowe advised that the property is contiguous to the City limits and the proposed future land use and zoning are in keeping with the surrounding area and the Comprehensive Plan. He recommended approval of the request. Discussion ensued regarding the surrounding City and County zoning and land use designations. Kenneth Schwing, 126 Elderberry Lane, stated that they plan to build affordable housing for veterans as it is very conveniently located to the VA Hospital. They propose only to build on part of the property and leave as much as they can for recreation areas for the Veterans.

# NOTICE OF PUBLIC HEARING FOR ANNEXATION, COMPREHENSIVE PLAN AMENDMENT, REZONING AND AMENDMENT TO SIGN CODE



11-40-

NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the following entitled Ordinances:

1. ORDINANCE NO. 11-40 PROVIDING THAT ONE PARCEL OF LAND APPROXIMATELY 14.4 ACRES IN SIZE OWNED BY THE CITY IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 28 EAST ON THE EAST SIDE OF MOODY ROAD APPROXIMATELY 600 FEET SOUTH OF REID STREET BE ANNEXED INTO THE CORPORATE LIMITS OF THE CITY, AND THAT THE BOUNDARY LINES OF THE CITY BE REDEFINED TO INCLUDE SAID PROPERTY PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

11-41-

1. AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND OWNED BY THE CITY IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 28 EAST (LESS THAN 20 ACRES IN SIZE) ON THE EAST SIDE OF MOODY ROAD APPROXIMATELY 600 FEET SOUTH OF REID STREET FROM COUNTY US (URBAN SERVICES) TO I-1 (INDUSTRIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

1. 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 ONE PARCEL OF LAND OWNED BY THE CITY IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 28 EAST ON THE EAST SIDE OF NORTH MOODY ROAD APPROXIMATELY 600 FEET SOUTH OF REID STREET FROM COUNTY I-1 (INDUSTRIAL; LIGHT) TO M-1 (LIGHT INDUSTRIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

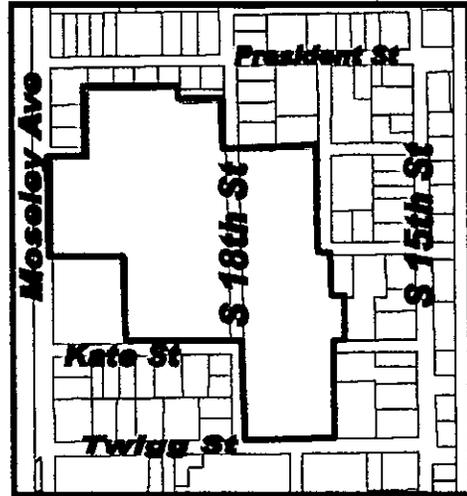
11-42-

2. ORDINANCE NO. 11-42 PROVIDING THAT ONE PARCEL OF LAND APPROXIMATELY 9.3 ACRES IN SIZE IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 28 EAST, IDENTIFIED AS 300 STILLWELL AVENUE BE ANNEXED INTO THE CORPORATE LIMITS OF THE CITY, AND THAT THE BOUNDARY LINES OF THE CITY BE REDEFINED TO INCLUDE SAID PROPERTY PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

11-43-

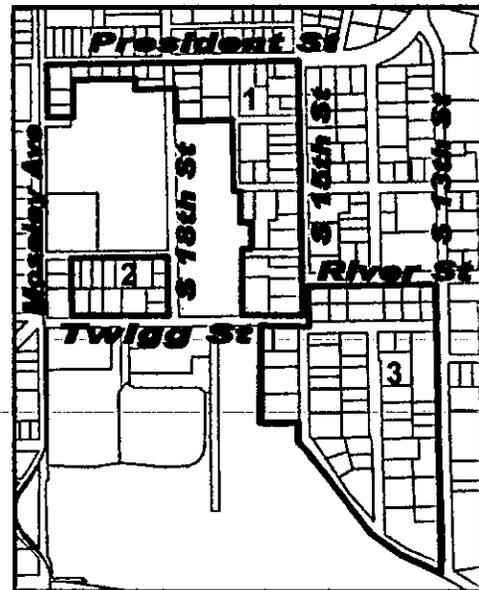
2. AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 28 EAST (LESS THAN 10 ACRES IN SIZE), IDENTIFIED AS 300 STILLWELL AVENUE FROM COUNTY US (URBAN SERVICES) TO RL (RESIDENTIAL, LOW DENSITY); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

2. 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 ONE PARCEL OF LAND IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 28 EAST, IDENTIFIED AS 300 STILLWELL AVENUE FROM COUNTY R-1A (RESIDENTIAL, 1A, SINGLE-FAMILY) TO R-1A (SINGLE-FAMILY RESIDENTIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.



11-44

AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 28 EAST (LESS THAN 20 ACRES IN SIZE) IDENTIFIED AS 1108 SOUTH 18<sup>TH</sup> STREET FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. (Beasley Middle School).



11-45-

1. AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO 42 PARCELS OF LAND IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 28 EAST (LESS THAN 20 ACRES IN SIZE) LOCATED ON THE EAST SIDE OF MOSELEY AVENUE BETWEEN PROSPER STREET AND PRESIDENT STREET; ON THE SOUTH SIDE OF PRESIDENT STREET BETWEEN MOSELEY AVENUE AND SOUTH 15<sup>TH</sup> STREET; ON THE WEST SIDE OF SOUTH 18<sup>TH</sup> STREET BETWEEN PRESIDENT STREET AND TWIGG STREET; ON BOTH SIDES OF KIRBY STREET BETWEEN SOUTH 15<sup>TH</sup> STREET AND SOUTH 17<sup>TH</sup> STREET; ON THE EAST SIDE OF SOUTH 17<sup>TH</sup> STREET FROM TWIGG STREET TO RUTH STREET; ON THE WEST SIDE OF SOUTH 17<sup>TH</sup> STREET FROM PRESIDENT STREET TO RUTH STREET; ON BOTH SIDES OF SOUTH 18<sup>TH</sup> STREET FROM PRESIDENT STREET TO BEASLEY MIDDLE SCHOOL PROPERTY; AND ON TWIGG STREET BETWEEN SOUTH 15<sup>TH</sup> STREET AND BEASLEY MIDDLE SCHOOL PROPERTY FROM REC (RECREATION) TO RL (RESIDENTIAL, LOW DENSITY); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

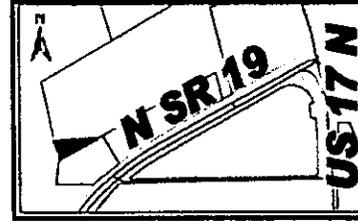
11-46-

2. AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO 14 PARCELS OF LAND IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 28 EAST (LESS THAN 20 ACRES IN SIZE) LOCATED ON THE NORTH SIDE OF TWIGG STREET BETWEEN SOUTH 18<sup>TH</sup> STREET AND APPROXIMATELY 500 FEET WEST OF SOUTH 18<sup>TH</sup> STREET; ON THE SOUTH SIDE OF KATE STREET BETWEEN SOUTH 18<sup>TH</sup> STREET AND APPROXIMATELY 500 FEET WEST OF SOUTH 18<sup>TH</sup> STREET; AND ON SOUTH 18<sup>TH</sup> STREET BETWEEN TWIGG STREET AND KATE STREET FROM REC (RECREATION) TO RL.

(RESIDENTIAL, LOW DENSITY); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

11-47-

3. AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO 31 PARCELS OF LAND IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 28 EAST (LESS THAN 20 ACRES IN SIZE) LOCATED ON THE SOUTH SIDE OF RIVER STREET BETWEEN SOUTH 13<sup>TH</sup> STREET AND SOUTH 15<sup>TH</sup> STREET; ON BOTH SIDES OF HARGROVE STREET BETWEEN SOUTH 13<sup>TH</sup> STREET AND SOUTH 15<sup>TH</sup> STREET; THE WEST SIDE OF SOUTH 15<sup>TH</sup> STREET BETWEEN TWOGG STREET AND RAVNES STATE GARDENS; ON THE EAST SIDE OF SOUTH 13<sup>TH</sup> STREET BETWEEN RIVER STREET AND ON SOUTH 13<sup>TH</sup> STREET; ON BOTH SIDES OF SOUTH 14<sup>TH</sup> STREET BETWEEN HARGROVE STREET AND SOUTH 15<sup>TH</sup> STREET; ON THE WEST SIDE OF SOUTH 13<sup>TH</sup> STREET BETWEEN RIVER STREET AND SOUTH 15<sup>TH</sup> STREET; AND ON THE SOUTH SIDE OF TWOGG STREET BETWEEN SOUTH 15<sup>TH</sup> STREET AND RAVNES STATE GARDENS FROM REC (RECREATION) TO RL (RESIDENTIAL, LOW DENSITY); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.



AN

11-51-

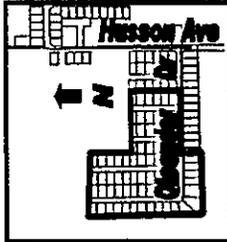
ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND IN SECTION 03, TOWNSHIP 10 SOUTH, RANGE 28 EAST (LESS THAN 10 ACRES IN SIZE) LOCATED NORTH OF NORTH SR 19 AND WEST OF HIGHWAY 17 NORTH FROM OFF (OTHER PUBLIC FACILITIES) TO COM (COMMERCIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING FOR THE FOLLOWING NEW SECTION OF THE ZONING CODE OF THE CITY OF PALATKA, FLORIDA: SECTION 82-16 TO DELINEATE SETBACKS FOR SIGNS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

These Ordinances will be considered at the Commission's next regular meeting to be held at 8:00 p.m. on the 25<sup>th</sup> day of August, 2011 at City Hall, 201 N. 2<sup>nd</sup> Street, Palatka, Florida. The annexation and rezoning ordinances will be considered at a final adoption hearing on the 8<sup>th</sup> of September, 2011. A copy of the annexation ordinances with the legal description of the property can be obtained from the office of the City Clerk at City Hall and all 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. 186.041.  
PLEASE GOVERN YOURSELVES ACCORDINGLY.

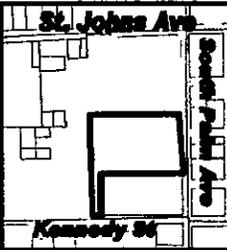
/s/ Betsy J. Driggers  
CITY CLERK

11-48-

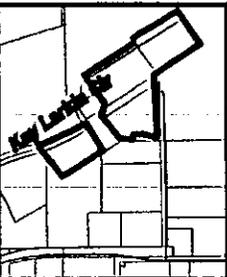


AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO 73 PARCELS OF LAND IN SECTION 13, TOWNSHIP 10 SOUTH, RANGE 28 EAST (LESS THAN 20 ACRES IN SIZE) LOCATED ON THE NORTH SIDE OF OLEANDER DRIVE FROM APPROXIMATELY 1,050 FEET WEST OF HUSSON AVENUE TO MANGO DRIVE; BOTH SIDES OF MANGO DRIVE BETWEEN OLEANDER DRIVE AND ONE LOT SOUTH OF MAGNOLIA DRIVE; BOTH SIDES OF REDBUD LANE BETWEEN OLEANDER DRIVE AND ONE LOT SOUTH OF MAGNOLIA DRIVE; BOTH SIDES OF DOWOOD LANE FROM OLEANDER DRIVE TO APPROXIMATELY 470 FEET NORTH OF OLEANDER DRIVE; AND BOTH SIDES OF HOLLY LANE FROM OLEANDER DRIVE TO APPROXIMATELY 470 FEET NORTH OF OLEANDER DRIVE FROM RM (RESIDENTIAL, MEDIUM DENSITY) TO RL (RESIDENTIAL, LOW DENSITY); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

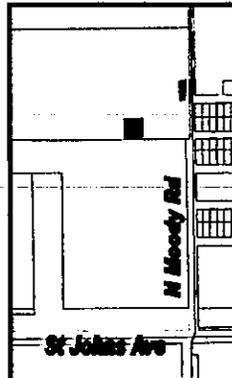
11-49-



AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO 1 PARCEL OF LAND IN SECTION 11, TOWNSHIP 10 SOUTH, RANGE 28 EAST (LESS THAN 10 ACRES IN SIZE) LOCATED AT 306 SOUTH PALM AVENUE FROM OFF (OTHER PUBLIC FACILITIES) TO COM (COMMERCIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.



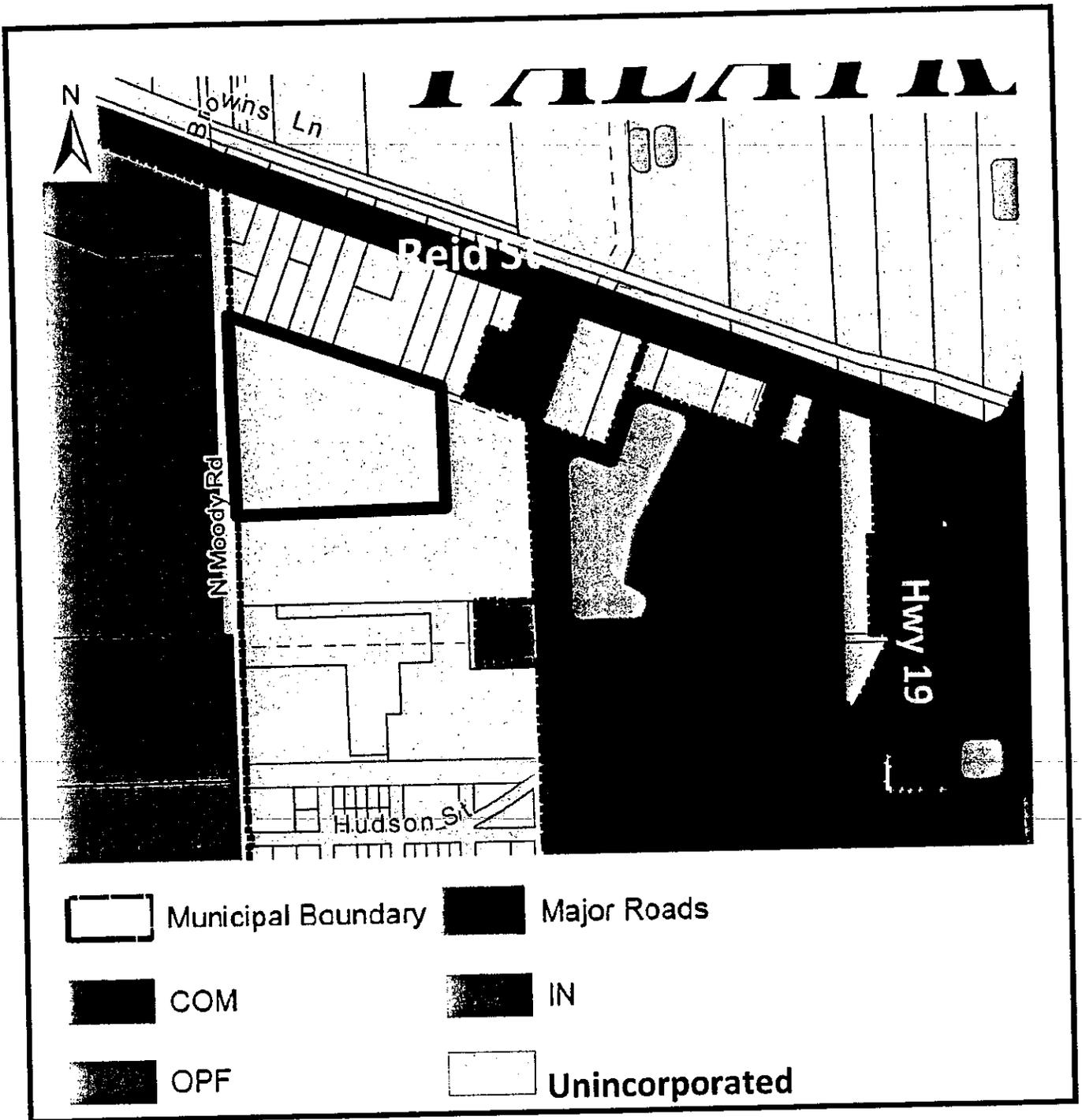
DATE: St. Johns Ave

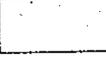


11-50-

AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO FOUR PARCELS OF LAND IN SECTION 03, TOWNSHIP 10 SOUTH, RANGE 28 EAST (LESS THAN 10 ACRES IN SIZE) LOCATED ON KAY LARKIN CIRCLE; AND TWO PARCELS OF LAND LOCATED NORTH OF ST. JOHNS AVENUE AND WEST OF MOODY ROAD FROM OFF (OTHER PUBLIC FACILITIES) TO IN (INDUSTRIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

# East Side Moody Road



-  Municipal Boundary
-  Major Roads
-  COM
-  IN
-  OPF
-  Unincorporated

| Site                                                                            | Current FLUM | Proposed FLUM |
|---------------------------------------------------------------------------------|--------------|---------------|
| East side Moody Rd.<br>N. Moody Rd.                                             | (County) US  | IN            |
| FLUM Acronyms: COM (Commercial), IN (Industrial), OPF (Other Public Facilities) |              |               |

Agenda  
Item

11 a & b

**CITY OF PALATKA CITY COMMISSION  
AGENDA ITEM**

**ITEM:** Annexation, Comprehensive Plan Map Amendment, and Rezoning for 300 Stillwell Ave. (2<sup>nd</sup> reading)      **DEPARTMENT:** Building & Zoning

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**AGENDA SECTION:** Regular Agenda, requiring Commission action

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**ATTACHMENTS:**

1. Draft Ordinance
2. Planning Board minutes excerpt June 7, 2011 meeting
3. Advertisement
4. Map

**DATE:** Sept. 22, 2011

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**ISSUE:** This is a privately-initiated Comprehensive Plan Map amendment. The applicant intends to annex into the City to utilize City sewer and water.

Please direct questions regarding this request to the Thad Crowe at 329-0103 or [tcrowe@palatka-fl.gov](mailto:tcrowe@palatka-fl.gov)

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 300 STILLWELL AVENUE FROM PUTNAM COUNTY US (URBAN SERVICES) TO RL (RESIDENTIAL, LOW DENSITY), 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 Land Use</u>              | <u>Future Land Use</u> | <u>Amended Land Use</u>          | <u>Future Land Use</u> |
|----------------------------|----------------|--------------------------------------|------------------------|----------------------------------|------------------------|
| 02-10-26-7720-0280-0090    | 0.2            | Putnam County US<br>(Urban Services) | US                     | RL (Residential,<br>Low Density) |                        |

DESCRIPTION OF PROPERTY:  
RIDGEDALE MB3 P164 BLOCK 28 LOTS 9 + 10

**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.

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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

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 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST, LOCATED AT 300 STILLWELL AVENUE, FROM PUTNAM COUNTY R-1A (RESIDENTIAL 1A, SINGLE FAMILY) TO R-1A (SINGLE-FAMILY RESIDENTIAL); 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 August 25, 2011, and September 8, 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 Putnam County R-1A (Residential 1A, Single Family) to R-1A (Single-Family Residential)

**DESCRIPTION OF PROPERTY:**

02-10-26-7720-0280-0090:  
RIDGEDALE MB3 P164 BLOCK 28 LOTS 9 + 10

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 COMMISSION AGENDA ITEM # 11 (300 STILLWELL AVE)**  
**PALATKA PLANNING BOARD**  
**Minutes of Regular Meeting**  
**June 7, 2011**



Meeting called to order by Board member and Acting Chairman Kenneth Venables at 4:30 pm.

**Other members present:** Sue Roskosh, Earl Wallace, Joseph Petrucci and Joe Pickens.

**Members absent:** Anthony Harwell, Zachary Landis, Carl Stewart and Ezekiel Johnson.

**Also present:** Planning Director Thad Crowe, Recording Secretary Pam Sprouse and City Attorney Don Holmes.

Acting Chairman Venables offered the sympathy and condolences of the Board to Mr. Stewart in the loss of his wife.

**Motion** made by Sue Roskosh and seconded by Joe Pickens to approve the minutes of the February 1<sup>st</sup> April 5<sup>th</sup> and April 11, 2011 meetings. All present voted affirmative, motion carried.

Ms. Sprouse read "To Appeal Any Decision." Acting Chairman Venables requested that disclosure of any ex parte communication be made prior to each case.

**NEW BUSINESS**

**Case 11-09**      **Address:**      310 S. Palm Av.  
                         **Parcel #:**      (11-10-26-0000-1040-0000)  
                         **Owner:**        Nancy M. Raby Living Trust

Request to Rezone from R-1A (Residential Single-family) to C-1 (General Commercial)

Ms. Raby was present.

Mr. Crowe advised that this proposed rezoning has a companion Future Land Use amendment. He explained that the existing building sits on split zoning, that the back half of the building is in residential zoning, the front half is in commercial zoning, and the rear part of the property is undeveloped with multi-family residential zoning. He further explained that the owner would like to rezone the middle part of the parcel and the rear of the building (zoned single-family residential) to commercial. He said that the proposed zoning is the same as the current adjacent zoning and that this application meets the rezoning criteria. He recommended approval for this request.

**Motion** made by Joe Pickens and seconded by Joseph Petrucci to accept staff recommendations to approve the request. Motion passed 5-0.

**Case 11-11**      **Address:**      300 Stillwell Ave.  
                         **Parcel #:**      (02-10-26-7720-0280-0090)  
                         **Owner:**        Lucile Maxwell Et Al  
                         **Agent:**        Loretha W Johnson

Request to annex, amend the Future Land Use Map from County RL (Residential Low-Density) to RL (Residential Low Density) and rezone from County R-1A (Residential 1-A, Single-Family) to R-1A (Single-Family Residential).

Mr. Crowe explained that there are single-family and multi-family designations in the City and County areas surrounding this parcel, and that this area is part of a County enclave that we are nibbling away little by little. He said that it does meet the annexation, Future Land Use Map amendment, and rezoning criteria and recommended approval. Mr.

**Planning Board Minutes  
June 7, 2011**

Petrucci asked why the applicant was pursuing this application. Mr. Crowe advised that the applicant wanted to connect to city utilities.

**Motion made by Joseph Petrucci and seconded by Sue Roskosh to approve the request. Motion carried 5-0.**

**Case 11-12**      **Address:**      1024 S Highway 19  
                         **Parcel #:**      (10-10-26-0000-0210-0000)  
                         **Owner:**          Walmart Stores Inc.  
                         **Agent:**           TNT Fireworks (Wesley Reid)

Request for a Conditional Use for a temporary sale of seasonal goods (fireworks) in a C-2 zoning district

Mr. Crowe advised that this has been done traditionally every year for the past several years and the sale time period will be from June 24 through July 5<sup>th</sup>. He added that there is sufficient parking, that the sale area will be contained within a parking row and that no designated ingress or egress areas will be blocked. He advised the Board of a notice glitch with this item, that it was discovered a little too late that the 30 day mail notice to surrounding property owners requirement was not met, that the notices were sent out just 20 days in advance.

Mr. Holmes stated that certified notices to surrounding properties was not sent in the specified time frame of 30 days, however, strict application of these notice timeframes would place a hardship on the applicant, as there will not be another meeting between now and the time when the sales would commence. He added that noticing efforts were made in a 20 day range and the publication requirement was met. There are grounds for appeal but he believed such grounds would hinge on the ability of an appellant's ability to prove that they were prejudiced by the fact that they only received 20 days notice instead of the 30 days.

Mr. Pickens asked staff if they had received any communication from anyone who might have felt aggrieved by the absence of the additional 10 days. Mr. Crowe advised that no communications had been received and recommended approval. Mr. Wallace commented that this request has come before the Board year after year, with the same people and there have been no objections or complaints received.

Mr. Pickens stated that as this is a reoccurring seasonal event for a number of years, and in the absence of anyone having indicated they felt aggrieved by the absence of 30 days notice, and on the advice of the City Attorney, he would move to approve.

**Motion made by Joe Pickens and seconded by Earl Wallace to approve the request. Motion carried 5-0.**

**Case 11-14**      **Address:**      118-1 N. 19<sup>th</sup> Street  
                         **Parcel #:**      (37-10-26-6850-3560-0000)  
                         **Owner:**          SISL Inc.  
                         **Agent:**           Craig Z Sherar

Request for a Conditional Use for an alcohol serving establishment within 300 feet of another licensed establishment selling alcohol.

Mr. Crowe advised that the applicant has requested to have this case tabled to the July meeting to allow for appropriate notification, as the applicant also wanted to discuss required buffering conditions with staff. Mr. Holmes would recommend that the Board ask if there anyone who is here today for this case that cannot come back for the next meeting and allow them to get their comments on the record. No one spoke to the request.

**Motion was made by Joe Pickens and seconded by Earl Wallace to table the request until the July 5, 2011 meeting. Motion carried 5-0.**

Case 11-11  
Request to Annex,  
Amend FLUM from County US to RL, &  
Rezone from  
County R-1A to R-1A  
300 Stillwell Ave.  
Applicant: Loretha W. Johnson

## STAFF REPORT

DATE: May 29, 2011

TO: Planning Board members

FROM: Thad Crowe, AICP, Planning Director

### **APPLICATION REQUEST**

To annex, amend FLUM from County US (Urban Services) to RL (Residential Low Density), and rezone from County R-1A Residential, Single Family) to R-1A (Single-Family Residential). Required public notice included legal advertisement, property posting, and letters to nearby property owners (within 150 feet).

### **APPLICATION BACKGROUND**

The property is within the Ridgedale neighborhood, located east of N. Moody Rd. and west of the Palatka Mall. This neighborhood consists of six east-west streets accessed from Stillwell Avenue, which runs north from St. Johns Avenue and loops to the west to meet N. Moody Road. Most of the neighborhood is within the City except for (all but one) properties along the north-south section of Stillwell, two lots fronting on Madison St. and the east-west section of Stillwell, and properties fronting on Hudson Street.

Despite being a single-family neighborhood, most of the Ridgedale neighborhood has a City FLUM of Residential High Density and a zoning classification of R-3. Other properties at the eastern end of most streets have the Residential Low Density designation and R-1A zoning. Finally, the (undeveloped) area set back 500 feet from N. Moody Rd. has been assigned the Neighborhood Commercial FLUM and a zoning of C-1 (General Commercial).

Approximately half of the lots on Stillwell Ave. are occupied by homes. Most are on the south side of the street – there are three homes on the north side, one of which was previously annexed into the City (402 Stillwell). This property was assigned the Residential Low Density FLUM and the R-1A zoning classification.

The County portion of the Ridgedale neighborhood north of Stillwell Ave. includes an area zoned for single-family, on the west side, and an area zoned for multi-family, on the east side.

The property under consideration currently has County single-family land use and zoning. The table below site and surrounding property use classifications (see also attached maps).

**Table 1: Use Classifications**

| Property          | FLUM                          | Zoning                         | Existing Use            |
|-------------------|-------------------------------|--------------------------------|-------------------------|
| Site              | (County) US (Urban Services)  | (County) R-1A (Single Family)  | undeveloped             |
| Property to North | (County) US (Urban Services)  | (County) R-1A (Single Family)  | undeveloped             |
| Property to South | RH (Residential High Density) | R-3 (Multi-Family Residential) | single family residence |
| Property to West  | (County) US (Urban Services)  | (County) R-1A (Single Family)  | undeveloped             |
| Property to East  | (County) US (Urban Services)  | (County) R-3 (Multiple Family) | undeveloped             |

## **PROJECT ANALYSIS**

### **Annexation Analysis**

Florida Statute 171.044 references voluntary annexation requirements and requires that property proposed for annexation must meet two tests. First, the property must be contiguous to the annexing municipality and second, the property must also be “reasonably compact.”

Contiguity. F.S. 171.031 provides a definition for contiguous and requires that the boundary of the property proposed for annexation must be coterminous with a part of the municipality’s boundary. The definition further states that a road that comes between the property boundary and the municipal boundary shall not prevent annexation. This property is contiguous to the city limits, which run along the south side of Stillwell Avenue. Therefore this property is considered to be contiguous.

Compactness. The statute also provides a definition for compactness that requires an annexation to be for a piece of property in a single area, and also precludes any action which would create enclaves, pockets, or finger areas in serpentine patterns. Annexing this property meets the standard of compactness.

### **Future Land Use Analysis**

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

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

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

#### **Policy A.1.9.3**

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

**A. Land Use Districts**

**1. Residential**

**Residential land use is intended to be used primarily for housing and shall be protected from intrusion by land uses that are incompatible with residential density. Residential land use provides for a variety of land use densities and housing types.**

**Low Density (1730 acres) - provides for a range of densities up to 5 units per acre.**

The existing residence on the property in question is in keeping with the description of the Residential Low Density FLUM category above.

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

The property is in close proximity to a range of urban services and infrastructure. A four-inch water line runs along Stillwell Ave., immediately adjacent to the property. An eight-inch sewer line runs up the north-south segment of Stillwell Ave., approximately 1,500 feet from the property. The City has an ongoing expansion program for the sewer system and property owners must hook up to City sewer when the lines reach their property. The City's Kay Larkin fire station is less than ¼ mile from the property, the main library is approximately one mile from the property, and the police station is approximately two miles from the property.

*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.*

Assigning a City FLUM category to the property is appropriate given that the small size of the lots in this neighborhood are more in keeping with an urban designation. Also with small lots there is potential for septic tank failure and environmental degradation – City FLUM designation carries with it the eventual connection to City sewer and water, which is not an option for County FLUMs.

*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 overall Comprehensive Plan.

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

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

The Ridgedale neighborhood has a generalized density of seven units per acre, which does not represent low-density development.

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

The location is not a rural area and is within the Palatka urban area.

- *Radial, strip, isolated, or ribbon development patterns.*  
Not applicable since this is not commercial development.

- *Development that fails to adequately protect and conserve natural resources and agricultural activities.*  
Not applicable since this is existing development.

- *Development that fails to maximize use of existing and future public facilities and services.*  
This property is well-situated to utilize existing and future public facilities and services.

- *Development patterns or timing that will require disproportional increases in cost of time, money and energy in providing facilities and services.*  
Given its location with an urban service area, this property can be efficiently served.

- *Development that fails to provide a clear separation between rural and urban uses.*  
This property is within an urban area.

- *Development that discourages or inhibits infill development and redevelopment.*  
Not applicable as this property is within a developed urban area.

- *Development that fails to encourage a functional mix of uses.*  
Not applicable as this property is a single residential parcel.

- *Development that results in poor accessibility among linked or related land uses.*  
Not applicable as this property is a single residential parcel.

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### **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 application is in keeping with the following objective and policies of the comprehensive plan, and does not conflict with other plan elements.

b. *The existing land use pattern.*

The property is an existing use and is consistent with current County and proposed City single-family residential FLUM and zoning designation.

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

While the amendment would appear to result in an isolated single-family designation in the context of the adjacent City multi-family zoning to the south, it is important to note that 402 Stillwell Ave., a block to the west, was brought in under City single-family zoning. In addition, the proposed single-family zoning is consistent with County zoning to the west and north. And there is some question as to whether the multi-family FLUM and zoning assigned to the Ridgedale neighborhood is appropriate, given the overwhelming single-family character of this area.

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

As an existing single-family use, impacts to City facilities will be marginal.

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

See response to c. above.

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

Conditions have not changed.

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

The change will not adversely affect living conditions as the use is a compatible single-family use in regard to the surrounding neighborhood.

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

Not applicable as this is an existing use.

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

Not applicable as this is an existing use.

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

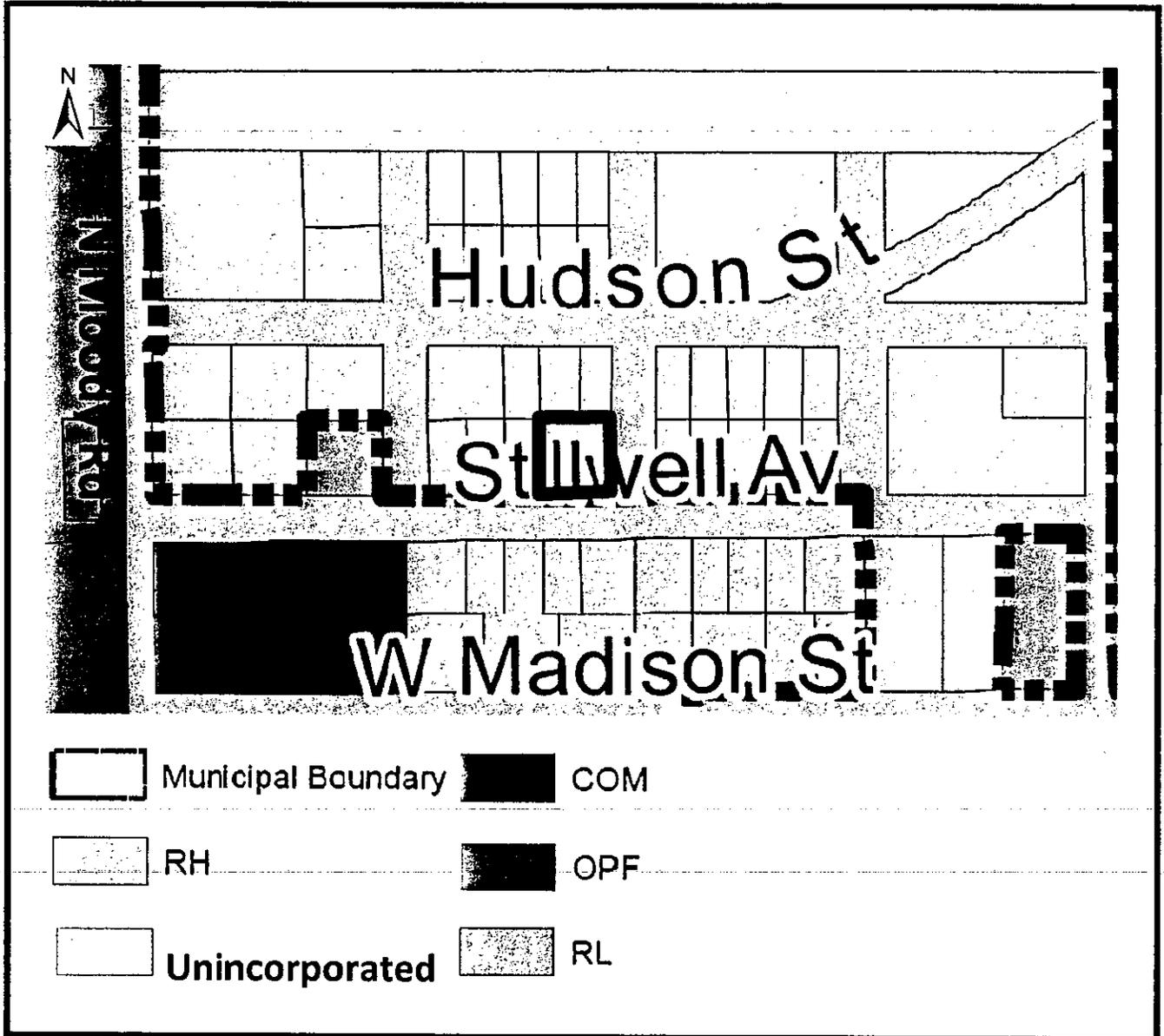
Not applicable as this is an existing use.

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

See response to g. above.

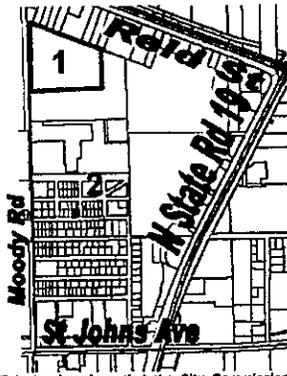
*l. Whether the proposed change will be a deterrent to the improvement or development of adjacent property in accord with existing regulations.*

300 Stillwell Ave.



| Site                                                                                                                          | Current FLUM | Proposed FLUM |
|-------------------------------------------------------------------------------------------------------------------------------|--------------|---------------|
| 300 Stillwell Ave.                                                                                                            | (County) US  | RL            |
| FLUM Acronyms: COM (Commercial), RH (Residential, High Density), OPF (Other Public Facilities), RL (Residential, Low Density) |              |               |

**NOTICE OF PUBLIC  
HEARING FOR  
ANNEXATION,  
COMPREHENSIVE PLAN  
AMENDMENT, REZONING  
AND AMENDMENT TO  
SIGN CODE**



NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the following entitled Ordinances:

1. ORDINANCE NO. 11-40 PROVIDING THAT ONE PARCEL OF LAND APPROXIMATELY 14.4 ACRES IN SIZE OWNED BY THE CITY IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST ON THE EAST SIDE OF MOODY ROAD APPROXIMATELY 600 FEET SOUTH OF REID STREET BE ANNEXED INTO THE CORPORATE LIMITS OF THE CITY, AND THAT THE BOUNDARY LINES OF THE CITY BE REDEFINED TO INCLUDE SAID PROPERTY PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

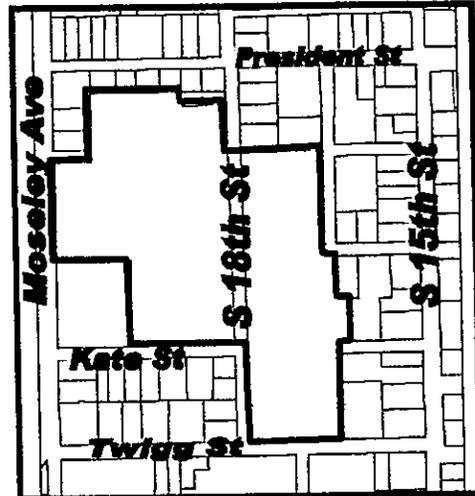
1. AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND OWNED BY THE CITY IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST (LESS THAN 20 ACRES IN SIZE) ON THE EAST SIDE OF MOODY ROAD APPROXIMATELY 600 FEET SOUTH OF REID STREET FROM COUNTY US (URBAN SERVICES) TO IL (INDUSTRIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

1. 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 ONE PARCEL OF LAND OWNED BY THE CITY IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST ON THE EAST SIDE OF NORTH MOODY ROAD APPROXIMATELY 600 FEET SOUTH OF REID STREET FROM COUNTY IL (INDUSTRIAL, LIGHT) TO M-1 (LIGHT INDUSTRIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

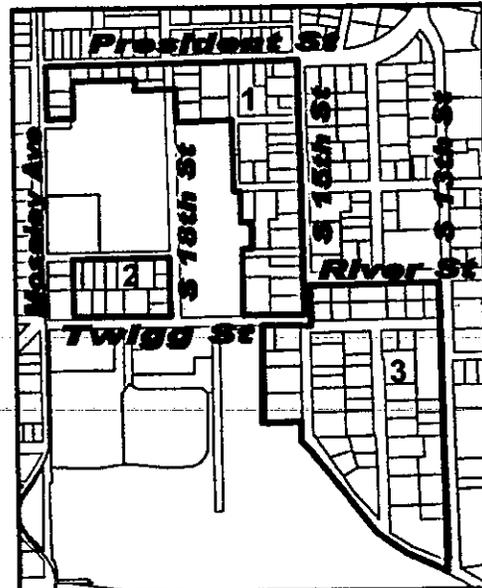
2. ORDINANCE NO. 11-42 PROVIDING THAT ONE PARCEL OF LAND APPROXIMATELY 0.3 ACRES IN SIZE IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST, IDENTIFIED AS 309 STILLWELL AVENUE BE ANNEXED INTO THE CORPORATE LIMITS OF THE CITY, AND THAT THE BOUNDARY LINES OF THE CITY BE REDEFINED TO INCLUDE SAID PROPERTY PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

2. AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST (LESS THAN 10 ACRES IN SIZE), IDENTIFIED AS 309 STILLWELL AVENUE FROM COUNTY US (URBAN SERVICES) TO RL (RESIDENTIAL, LOW DENSITY); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

2. 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 ONE PARCEL OF LAND IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST, IDENTIFIED AS 309 STILLWELL AVENUE FROM COUNTY R-1A (RESIDENTIAL, 1A, SINGLE-FAMILY) TO R-1A (SINGLE-FAMILY RESIDENTIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.



11-44 AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST (LESS THAN 20 ACRES IN SIZE) IDENTIFIED AS 1108 SOUTH 18<sup>TH</sup> STREET FROM OPF (OTHER PUBLIC FACILITIES) TO PS (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. (Beasley Middle School).



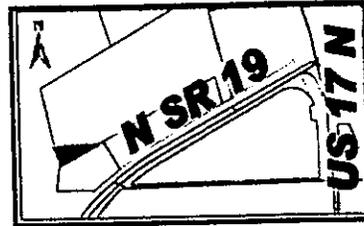
11-45-1. AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO 42 PARCELS OF LAND IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST (LESS THAN 20 ACRES IN SIZE) LOCATED ON THE EAST SIDE OF MOSELEY AVENUE BETWEEN PROSPER STREET AND PRESIDENT STREET; ON THE SOUTH SIDE OF PRESIDENT STREET BETWEEN MOSELEY AVENUE AND SOUTH 15<sup>TH</sup> STREET; ON THE WEST SIDE OF SOUTH 15<sup>TH</sup> STREET BETWEEN PRESIDENT STREET AND TWIGG STREET; ON BOTH SIDES OF KIRBY STREET BETWEEN SOUTH 15<sup>TH</sup> STREET AND SOUTH 17<sup>TH</sup> STREET; ON THE EAST SIDE OF SOUTH 17<sup>TH</sup> STREET FROM TWIGG STREET TO RUTH STREET; ON THE WEST SIDE OF SOUTH 17<sup>TH</sup> STREET FROM PRESIDENT STREET TO RUTH STREET; ON BOTH SIDES OF SOUTH 18<sup>TH</sup> STREET FROM PRESIDENT STREET TO BEASLEY MIDDLE SCHOOL PROPERTY; AND ON TWIGG STREET BETWEEN SOUTH 15<sup>TH</sup> STREET AND BEASLEY MIDDLE SCHOOL PROPERTY FROM REC (RECREATION) TO RL (RESIDENTIAL, LOW DENSITY); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

11-46-2. AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO 14 PARCELS OF LAND IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST (LESS THAN 20 ACRES IN SIZE) LOCATED ON THE NORTH SIDE OF TWIGG STREET BETWEEN SOUTH 18<sup>TH</sup> STREET AND APPROXIMATELY 500 FEET WEST OF SOUTH 18<sup>TH</sup> STREET; ON THE SOUTH SIDE OF KATE STREET BETWEEN SOUTH 18<sup>TH</sup> STREET AND APPROXIMATELY 500 FEET WEST OF SOUTH 18<sup>TH</sup> STREET; AND ON SOUTH 18<sup>TH</sup> STREET BETWEEN TWIGG STREET AND KATE STREET FROM REC (RECREATION) TO RL.

(RESIDENTIAL, LOW DENSITY); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

11-47-

3. AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO 51 PARCELS OF LAND IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST (LESS THAN 20 ACRES IN SIZE) LOCATED ON THE SOUTH SIDE OF RIVER STREET BETWEEN SOUTH 13<sup>TH</sup> STREET AND SOUTH 15<sup>TH</sup> STREET; ON BOTH SIDES OF HARGROVE STREET BETWEEN SOUTH 13<sup>TH</sup> STREET AND SOUTH 15<sup>TH</sup> STREET; THE WEST SIDE OF SOUTH 15<sup>TH</sup> STREET BETWEEN TWIGG STREET AND RAVINES STATE GARDENS; ON THE EAST SIDE OF SOUTH 15<sup>TH</sup> STREET BETWEEN RIVER STREET AND ON SOUTH 13<sup>TH</sup> STREET; ON BOTH SIDES OF SOUTH 14<sup>TH</sup> STREET BETWEEN HARGROVE STREET AND SOUTH 15<sup>TH</sup> STREET; ON THE WEST SIDE OF SOUTH 15<sup>TH</sup> STREET BETWEEN RIVER STREET AND SOUTH 15<sup>TH</sup> STREET; AND ON THE SOUTH SIDE OF TWIGG STREET BETWEEN SOUTH 15<sup>TH</sup> STREET AND RAVINES STATE GARDENS FROM REC (RECREATION) TO RL (RESIDENTIAL, LOW DENSITY); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.



AN

11-51-

ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST (LESS THAN 10 ACRES IN SIZE) LOCATED NORTH OF NORTH SR 19 AND WEST OF HIGHWAY 17 NORTH FROM OFF (OTHER PUBLIC FACILITIES) TO COM (COMMERCIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING FOR THE FOLLOWING NEW SECTION OF THE ZONING CODE OF THE CITY OF PALATKA, FLORIDA: SECTION 62-15 TO DELINEATE SETBACKS FOR SIGNS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

These Ordinances will be considered at the Commission's next regular meeting to be held at 4:00 p.m. on the 25<sup>th</sup> day of August, 2011 at City Hall, 201 N. 2<sup>nd</sup> Street, Palatka, Florida. The annexation and re-zoning ordinance will be considered at a final adoption hearing on the 8<sup>th</sup> of September, 2011. A copy of the annexation ordinance with the legal description of the property can be obtained from the office of the City Clerk at City Hall and all 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. 186.041.  
PLEASE GOVERN YOURSELVES ACCORDINGLY.

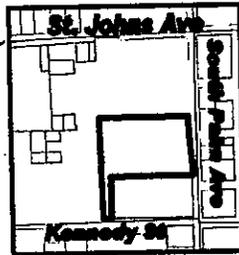
M. BETSY J. DRIGGERS  
CITY CLERK



11-48-

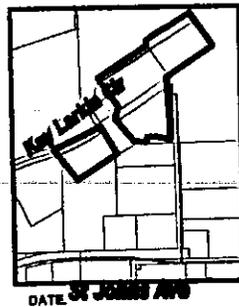
AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO 73 PARCELS OF LAND IN SECTION 13, TOWNSHIP 10 SOUTH, RANGE 26 EAST (LESS THAN 20 ACRES IN SIZE) LOCATED ON THE NORTH SIDE OF OLEANDER DRIVE FROM APPROXIMATELY 1,050 FEET WEST OF HUSSON AVENUE TO MANGO DRIVE; BOTH SIDES OF MANGO DRIVE BETWEEN OLEANDER DRIVE AND ONE LOT SOUTH OF MAGNOLIA DRIVE; BOTH SIDES OF REDBUD LANE BETWEEN OLEANDER DRIVE AND ONE LOT SOUTH OF MAGNOLIA DRIVE; BOTH SIDES OF DOGWOOD LANE FROM OLEANDER DRIVE TO APPROXIMATELY 470 FEET NORTH OF OLEANDER DRIVE; AND BOTH SIDES OF HOLLY LANE FROM OLEANDER DRIVE TO APPROXIMATELY 470 FEET NORTH OF OLEANDER DRIVE FROM RM (RESIDENTIAL, MEDIUM DENSITY) TO RL (RESIDENTIAL, LOW DENSITY); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

SOUTH OF MAGNOLIA DRIVE; BOTH SIDES OF REDBUD LANE BETWEEN OLEANDER DRIVE AND ONE LOT SOUTH OF MAGNOLIA DRIVE; BOTH SIDES OF DOGWOOD LANE FROM OLEANDER DRIVE TO APPROXIMATELY 470 FEET NORTH OF OLEANDER DRIVE; AND BOTH SIDES OF HOLLY LANE FROM OLEANDER DRIVE TO APPROXIMATELY 470 FEET NORTH OF OLEANDER DRIVE FROM RM (RESIDENTIAL, MEDIUM DENSITY) TO RL (RESIDENTIAL, LOW DENSITY); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.



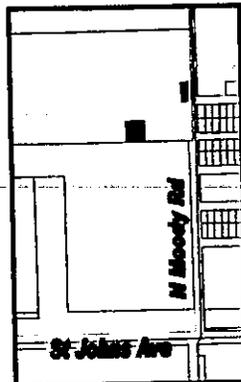
11-49-

AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO 1 PARCEL OF LAND IN SECTION 11, TOWNSHIP 10 SOUTH, RANGE 26 EAST (LESS THAN 10 ACRES IN SIZE) LOCATED AT 308 SOUTH PALM AVENUE FROM OFF (OTHER PUBLIC FACILITIES) TO COM (COMMERCIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.



11-50

AN ORDINANCE PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO FOUR PARCELS OF LAND IN SECTION 03, TOWNSHIP 10 SOUTH, RANGE 26 EAST (LESS THAN 10 ACRES IN SIZE) LOCATED ON KAY LARKIN CIRCLE; AND TWO PARCELS OF LAND LOCATED NORTH OF ST. JOHNS AVENUE AND WEST OF MOODY ROAD FROM OFF (OTHER PUBLIC FACILITIES) TO IN (INDUSTRIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.



*Agenda  
Item*

**12**

**ORDINANCE NO. 11 -**

entitled

**AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA BE AMENDED BY REVISING APPENDIX "A" TO SECTION 86-314 AND APPENDIX "A" TO SECTION 86-315 THEREOF, PROVIDING NEW WATER RATE SCHEDULES EFFECTIVE OCTOBER 1, 2011, BOTH INSIDE AND OUTSIDE THE CITY LIMITS RESPECTIVELY; AND PROVIDING AN EFFECTIVE DATE.**

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

**Section 1.** That the Code of Ordinances of the City of Palatka, Florida, is hereby amended by revising Appendix "A" to Section 86-314 to read as follows:

**Sec. 86-314. *Water rates generally.***

(a) *Schedule:*

| <u>No. of Gallons</u> | <u>Residential Rates</u> | <u>Commercial Rates</u>  |
|-----------------------|--------------------------|--------------------------|
| 4M                    | \$15.41                  | \$16.63                  |
| All over 4,000        | \$1.33 per 1,000 gallons | \$1.33 per 1,000 gallons |

All rates are figured per 1,000 gallons

**Section 2.** That the Code of Ordinances of the City of Palatka, Florida, is hereby amended by revising Appendix "A" to Section 86-315 to read as follows:

**Sec. 86-315. *Water rates outside city limits.***

(a) *Schedule:*

| <u>No. of Gallons</u> | <u>Residential Rates</u> | <u>Commercial Rates</u>  |
|-----------------------|--------------------------|--------------------------|
| 4M                    | \$18.01                  | \$19.53                  |
| All over 4,000        | \$1.66 per 1,000 gallons | \$1.66 per 1,000 gallons |

All rates are figured per 1,000 gallons

**Section 3.** 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.

**Section 4.** This Ordinance shall become effective as of October 1, 2011.

**PASSED AND ADOPTED** by the City Commission of the City of Palatka, Florida, this 22<sup>nd</sup> day of September, 2011.

**CITY OF PALATKA**

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

**ATTEST:**

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

*Agenda  
Item*

**13**

ORDINANCE NO. 11 -

AN ORDINANCE

entitled

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA BE AMENDED BY REVISING APPENDIX "A" TO SECTION 66-9, PROVIDING NEW GARBAGE COLLECTION RATES EFFECTIVE OCTOBER 1, 2011; AND PROVIDING AN EFFECTIVE DATE.

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

**Section 1.** That the Code of Ordinances of the City of Palatka, Florida, is hereby amended by revising Appendix "A" to Section 66-9 to read as follows:

**Sec. 66.9. Garbage Collection Rates**

- (a) For each residence, apartment or other single family dwelling unit: \$12.00
- (b) For each commercial enterprise or business establishment and any building or occupancy other than single-family: \$1.90 per cubic yard per pickup.

**Section 2.** 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.

**Section 3.** This Ordinance shall become effective as of October 1, 2011.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 22<sup>nd</sup> day of September, 2011.

CITY OF PALATKA

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

ATTEST:

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

Agenda  
Item

14

**CITY OF PALATKA CITY COMMISSION  
AGENDA ITEM**

**ITEM:** Request to amend Section 62 (Sign Code) to provide uniform minimum setbacks for signs

**DEPARTMENT:** Building & Zoning

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**AGENDA SECTION:** Regular Agenda, requiring Commission action

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**ATTACHMENTS:**

1. Draft Ordinance
2. Planning Board minutes excerpt July 5, 2011 meeting
3. Planning Board memo excerpt

**DATE:** Sept. 22, 2011

---

**ISSUE:** This is a staff-initiated Zoning (Landscape) Code revision which provides five-foot setbacks from all property lines for freestanding signs. Current regulations are haphazard depending on the zoning district, ranging from 0 foot to 25 feet. This will provide more uniformity and less clutter in the placement of future signs.

Please direct questions regarding this request to the Thad Crowe at 329-0103 or [tcrowe@palatka-fl.gov](mailto:tcrowe@palatka-fl.gov)

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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 AMENDING THE CODE OF ORDINANCES OF THE CITY OF PALATKA TO ADD A NEW SECTION TO CHAPTER 62, ARTICLE 1, ENTITLED SIGN SETBACKS, TO PROVIDE A MINIMUM SETBACK OF FIVE FEET FOR SIGNS NOT AFFIXED TO BUILDINGS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE

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 August 25, 2011, and September 22, 2011; and

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

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

Section 1. The following new section shall be added to Chapter 62, Article 1, of the Palatka Code of Ordinances, amending the Zoning Code of the City of Palatka, Florida:

Sign Setbacks.

- (a) Unless otherwise authorized in this Chapter, all signs other than those affixed to buildings shall

be set back at least five feet from the right-of-way and all other property lines.

**Section 2.** All ordinances in conflict with the terms and provisions of this ordinance are hereby specifically repealed.

**Section 3.** A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka, Florida.

**Section 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 22<sup>nd</sup> day of September, 2011.

**CITY OF PALATKA**

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

**ATTEST:**

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

## Planning Board Minutes July 5, 2011

Mr. Crowe explained that the childcare facility would be locating within the existing church. He stated that the criteria are not in conflict with the Comprehensive Plan. He added that there was a little concern with the proposed entrance, as the residences along the other side of the street are fairly close by. He did not believe it would create an issue if it were kept to a small operation, this was discussed with the applicant and he suggested one that of the of the conditions be the number of children be kept at a maximum of 70 students, and if the enrollment exceeds 30 students, that the drop-off and pick-up be moved to the west side of the building. He said that this change of use also trips the landscape requirements and recommends that like the previous two requests, the applicant shall comply with either the existing landscape requirements or what is being proposed if passed.

Don Burnet, 111 Prospect St. stated that he is the Pastor of the Church and explained that this is going to be a Christian day care facility, and that the Church is not out to make any kind of profit, they just want to have a place for the children to go. He requested that the maximum number of children allow be increased from 30 to 38 before having to change the drop-off and pick-up area to the west side, as that is the maximum number of children that they can accommodate without having to make other modifications.

April Annis, 512 N. Tree Garden Dr., St. Augustine, stated that the staff will be parking on the paved parking lot and the other area will be used for drop-off and pick-up only. She stated that this is a temporary facility as she is planning to build her permanent facility at 7309 Crill Avenue.

Mr. Petrucci asked the applicant how many cars she expected in the drop-off/pick-up area at one time.

Ms. Annis stated that they close at 6:00 pm and she would not expect that the all children would be picked up at the same time, possibly 5 or 6 cars at a time and staff will be parking in the other parking area.

Mr. Stewart asked what staff's thoughts were on the impact of 38 children versus 30.

Mr. Crowe advised that it was a judgment call, and that he did not believe that increasing the enrollment limit from 30 to 38 would be that significant of an impact.

**Motion made by Joe Pickens and seconded by Sue Roskosh to approve the request subject to staff recommendations as listed as conditions of approval, with the change to enrollment not exceeding 38 children or drop-off/pick-up area shall be moved from the east to the west side of the classroom building. Mr. Pickens added that the enrollment adjustment was considered, as there was a logical reason the Pastor gave for requesting 38 as the maximum enrollment number before requiring drop-off and pick-up changes and noting for the record; notwithstanding that the Board understands that Staff had to pick a number. Motion passed 5-0.**

### Case 11-29

To consider the following administrative text amendments to the City of Palatka Municipal Code and to provide recommendations to the City Commission:

1. Amend multiple sections of Municipal Code to more accurately assign review responsibility to Planning Director.
2. **Create new Section 62-15 to provide sign setbacks**
3. Amend Section 94-5 to clarify relationship of Code to Comprehensive Plan.
4. Require that licensed Florida-registered landscape architect prepare required landscape plans.

Mr. Crow explained that these corrections started with the Evaluation and Appraisal Report (EAR), and the consultants that were hired went through the Comprehensive Plan and kind of zeroed in on the responsibilities of local officials. At one time, before the City had a Planning Director, the Building Official acted in that capacity, so prior to the Comp Plan

**Planning Board Minutes  
July 5, 2011**

be amended there were many references to the Building Official doing many Planning and Zoning activities. He added that this is a housekeeping measure, when the public reads the code, they are going to try to find the Zoning Administrator and the City does not have a Zoning Administrator.

He explained that the sign code does not spell out any sign setbacks from property/right-of-way lines, except for the requirement that real estate signs and portable signs must be five feet off the right of way, and he believes that by providing a minimal setback from the right-of-way line this will help to reduce visual clutter as well as reduce potential visual obstructions for drivers. Additionally, he recommends that the five-foot property line setback be applicable to all property lines to reduce the congregation of signs at property lines.

He advised that that item no. 3; to amend Section 94-5 to clarify relationship of Code to Comprehensive Plan be removed from consideration at this time, as it needs to be addressed as some point in the future, he would like more time to prepare it.

With regards to the proposed requirement for a Landscape Architect, he said at this time anyone can draw and submit a landscape plan. They can be hard to read, and can present problems with a lack of knowledge of appropriate plantings, which in turn has resulted in appearance and functionality problems of the landscape areas and. Staff recommends adding a requirement that landscape plans be prepared by a Florida registered landscape architect and that such a professional provide a letter that the landscape installation complies with the approved landscape plan.

Mr. Holmes asked if the requirement for a Landscape Architect would kick in any time you would need to add landscape to a sight.

Mr. Crow advised that is the way it is being presented, and he has thought about that and believes that there could be some sort of threshold included for consideration of smaller projects.

Discussion continued regarding limiting the requirement for a Florida Landscape Architect to new construction for today's purposes and not preclude future Board examination and consideration of adding thresholds for the Landscape ordinance.

**Motion** made by Joe Pickens and seconded by Earl Wallace to accept staff recommendations as presented for item no. 4 to amend Section 94-296 to require that landscape plans be prepared by a licensed, Florida registered Architect, with the requirement that it be applicable for new construction only, having understood that there is a threshold for when renovation becomes considered new construction is already established in the Code. Motion passed 5-0.

It was established by consensus, that the Board shall address threshold issue more fully in the revision of the Landscape Ordinance.

**Motion** made by Joe Pickens and seconded by Ken Venables to approve item no. 1 as presented. Motion passed 5-0.

**Motion made by Ken Venables and seconded by Sue Roskosh to approve item no. 2 as presented. Motion passed 5-0.**

Mr. Stewart expressed his appreciation and thanked the Board and Staff for their thoughtfulness and condolences during his family's loss over the past few months.

With no further business, meeting adjourned at 5:00 pm.

## Request to Amend Municipal Code

(Review Responsibilities, Sign Setbacks, Requiring Landscape Architect for Landscape Plan Preparation)

Applicant: Building and Zoning Dept.

## STAFF REPORT

DATE: June 28, 2011

TO: Planning Board members

FROM: Thad Crowe, AICP, Planning Director

**APPLICATION REQUEST**

To consider the following administrative text amendments to the Municipal Code:

1. Amend multiple sections of Municipal Code to more accurately assign review responsibility to Planning Director.
  2. Create new Section 62-15 to provide sign setbacks.
  3. Amend Section 94-5 to clarify relationship of Code to Comprehensive Plan.
  4. Require that licensed Florida-registered landscape architect prepare required landscape plans.
- No public notice is required for Planning Board consideration of Code changes.

**APPLICATION BACKGROUND****Review Responsibilities**

The third column of the following table shows who is now operationally responsible for various aspects of the Municipal Code, while the second column indicates that these duties are by Code assigned to other staffers. This is a housekeeping measure intended to reflect current practice. Please note that the position of Zoning Administrator no longer exists.

Table 1: Issue Responsibility

| Issue                                              | Responsible by Code                       | Actual & Proposed Responsibility |
|----------------------------------------------------|-------------------------------------------|----------------------------------|
| Alcohol Beverage Licensing                         | Zoning Administrator                      | Planning Director                |
| Hist. Dist. Certificate of Appropriateness Process | Building Official                         | Planning Director                |
| Issuing Business Tax Receipts                      | Finance Director                          | Building & Zoning Dept.          |
| Zoning Code Enforcement                            | Zoning Administrator                      | Planning Director                |
| Interpreting Zoning District Boundaries            | Zoning Administrator                      | Planning Director                |
| Administering Buffering and Screening Requirements | Building Official or Zoning Administrator | Planning Director                |
| Administering Adult Entertainment Ordinance        | Zoning Administrator                      | Planning Director                |

**Sign Setbacks**

The sign code does not spell out any sign setbacks (from property/right-of-way lines) except for the requirement that real estate signs and portable signs must be five feet off the right of way. Setbacks are also determined indirectly by a requirement in Sec. 62-6 that limits sign height by allowing one foot in height for every foot off the roadway centerline, up to the 35 foot maximum height limit. In all other situations the Code requires that as structures signs must meet the setbacks of each zoning district. These setbacks are 25 feet for C-1, C-2, and M-1. No setbacks are required in C-3, the PBG districts, and the AP districts. The end result of this is a confusing scenario where the first three districts would have signs set far off the right-of-way while signs in the other districts could go right up to the right of way.

Notwithstanding the language of the Code as described above, the practice of this department in the past has been to allow most signs to be placed right up to the property line without overhanging the property line. As the table below shows, this is not a typical practice in comparable jurisdictions. While allowing signs along the right-of-way provides maximum exposure for businesses, this exposure is not eroded significantly by providing a minimal setback from the right-of-way line which helps to reduce visual clutter as well as reduce potential visual obstructions for drivers.

**Table 1: Sign Setbacks from Street Right-of-Way in Comparable Jurisdictions**

| Jurisdiction  | Sign Setback from ROW |
|---------------|-----------------------|
| Apopka        | 0 feet                |
| Holly Hill    | 0 feet                |
| Lake City     | 0-15 feet             |
| Winter Haven  | 3 feet                |
| Lady Lake     | 5 foot                |
| De Land       | 5 feet                |
| Eustis        | 5 feet                |
| Mount Dora    | 5 feet                |
| Clermont      | 5 feet                |
| Orange Park   | 5 feet                |
| Rockledge     | 5 feet                |
| Putnam County | 5 feet                |
| Seminole      | 6 feet                |
| St. Augustine | 10 feet               |
| Lantana       | 10 feet               |
| St. Cloud     | 10 feet               |
| Winter Garden | 10 feet               |
| Oldsmar       | 15 feet               |

Additionally, Staff would recommend that the five-foot property line setback be applicable to all property lines to reduce the congregation of signs at property lines.

**RECOMMENDATION**

Add new section 62-15 as follows:

*(a) Unless otherwise authorized in this Chapter, all signs other than those affixed to buildings shall be set back at least five feet from the right-of-way and all other property lines.*

**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, AMENDING THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA TO ADD A NEW SECTION TO CHAPTER 62, ENTITLED SIGN SETBACKS, TO PROVIDE A MINIMUM SETBACK OF FIVE FEET FOR SIGNS NOT AFFIXED TO BUILDINGS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE** at its next regular meeting to be held at 6:00 p.m. on the 22<sup>ND</sup> day of September, 2011 at City Hall, 201 N. 2<sup>nd</sup> St., 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

**LEGAL AD – RUN DATE Sept. 10, 2011**  
**PROOF OF PUBLICATION REQUESTED**  
Fax editing proof with cost of advertisement to 329-0106  
Betsy J. Driggers City of Palatka  
201 N. 2<sup>nd</sup> Street, Palatka FL 32177  
phone 386-329-0100 fax 386-329-0199

*Agenda  
Item*

*15 thru 20*



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

# Memorandum

**To:** Palatka City Commission and Staff  
**From:** Betsy Driggers, City Clerk  
**Date:** September 2, 2011  
**Re:** 9/8/11 Agenda Item Nos. 17 – 22; Large Scale FLUM Amendments

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On August 25 the Commission voted to table agenda items 17 through 22 to a time certain of September 9 to allow time for comments to be received from DCA on these draft large scale land use amendment ordinances. Some are accompanied by associated rezoning ordinances, which cannot be adopted until the land use has been amended.

The City received word from DCA on Thursday that these ordinances have been approved; however, they now need to be advertised as going before you for adoption at a public hearing a minimum of five days in advance of the meeting.

**Therefore, please take action to table these items to a time certain of September 22 in order to allow time to advertise these public hearings.** The associated rezoning ordinances have been advertised, and tabling these items will keep that advertising current.

Agenda  
Item

15 a & 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 OPF (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       | Public Buildings and Grounds | Public Buildings and Grounds |
| 03-10-26-0000-0010-0040    | 1.49           | Other Facilities        | Public Buildings       | Public Buildings and Grounds | Public Buildings and Grounds |
| 03-10-26-0000-0010-0060    | 5.68           | Other Facilities        | Public Buildings       | 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.

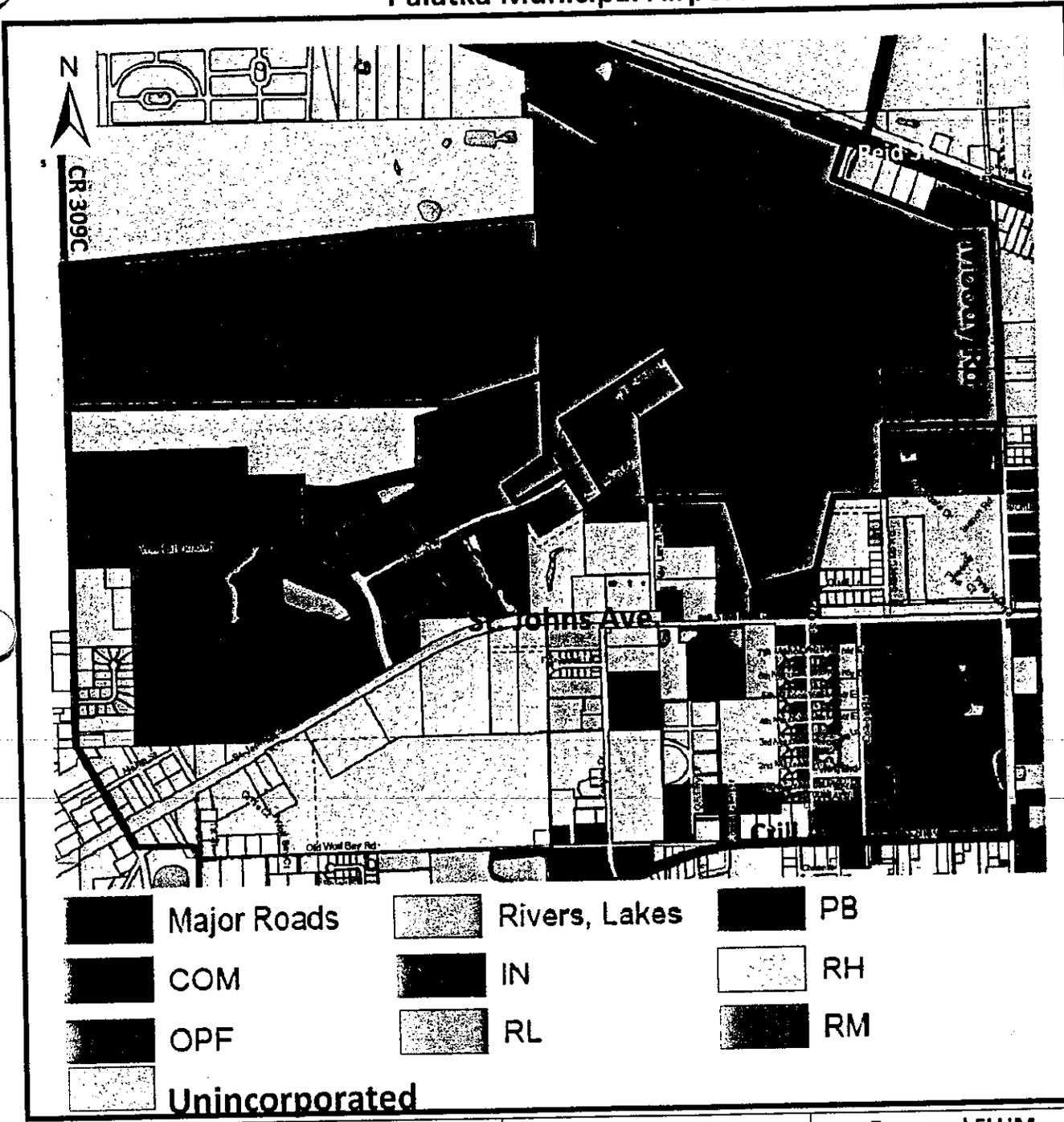
CITY OF PALATKA

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

ATTEST:

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

# Attachment 5 Palatka Municipal Airport



| Site                                           | Current FLUM                                      | Proposed FLUM                        |
|------------------------------------------------|---------------------------------------------------|--------------------------------------|
| Airport (Multiple Parcels)<br>SR 100/Moody Rd. | OPF (Other Public<br>Facilities), IN (Industrial) | PB (Public Buildings and<br>Grounds) |

# 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.

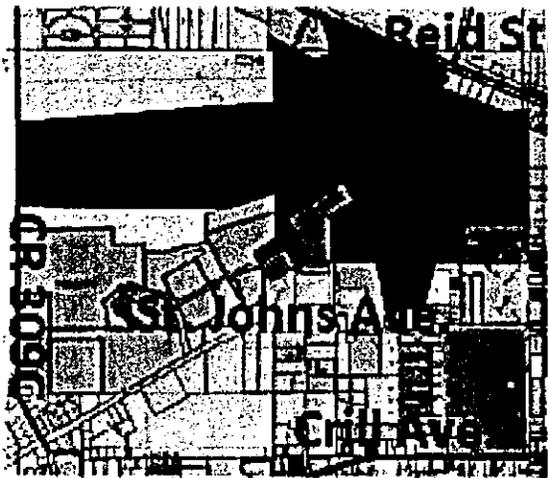


NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED WITH RESPECT TO CERTAIN PROPERTIES 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.

**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**

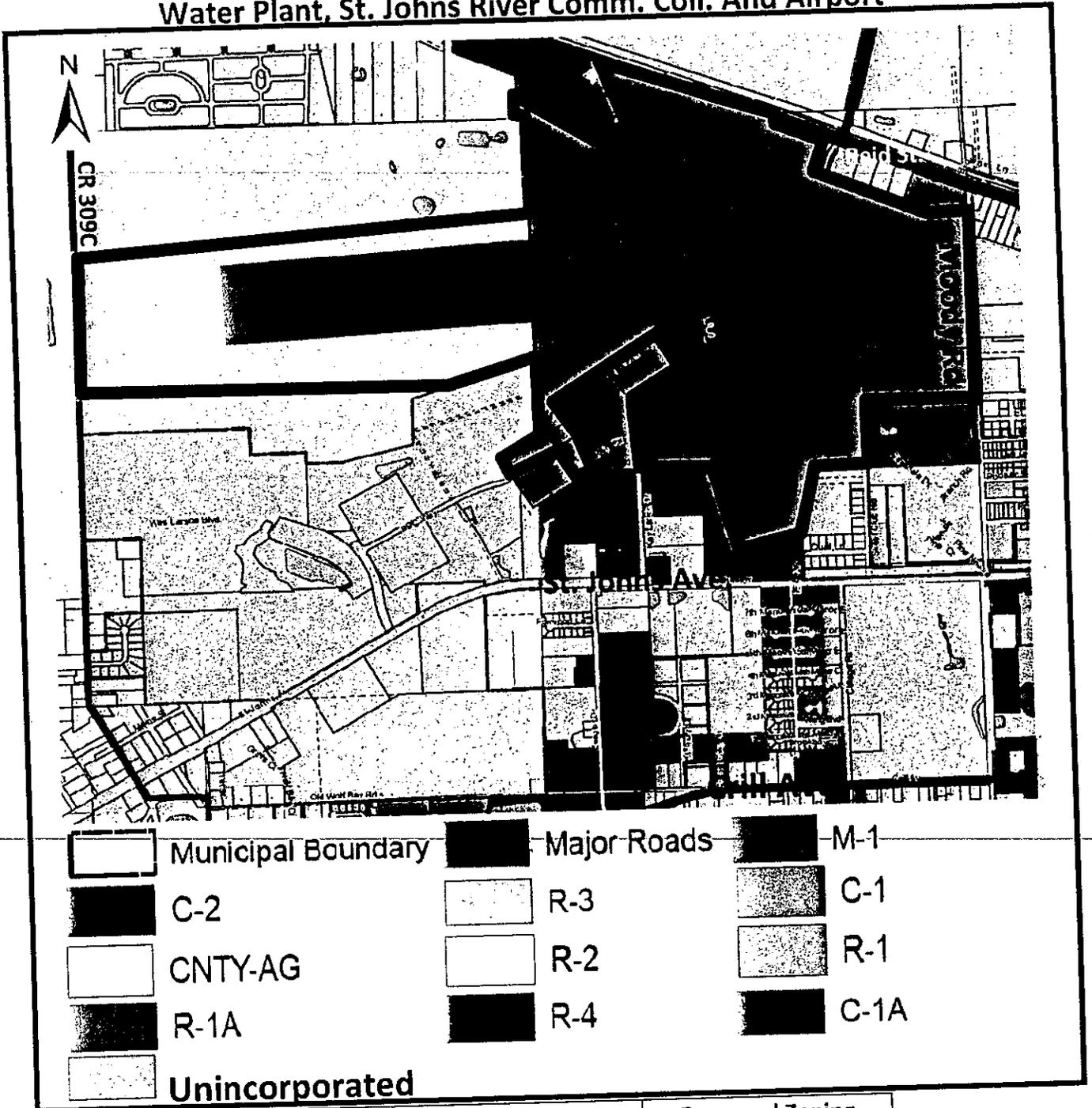
**BY:** \_\_\_\_\_  
**Its MAYOR**

**ATTEST:**

---

**City Clerk**

# Water Plant, St. Johns River Comm. Coll. And Airport



|  |                    |  |             |  |      |
|--|--------------------|--|-------------|--|------|
|  | Municipal Boundary |  | Major Roads |  | M-1  |
|  | C-2                |  | R-3         |  | C-1  |
|  | CNTY-AG            |  | R-2         |  | R-1  |
|  | R-1A               |  | R-4         |  | C-1A |
|  | Unincorporated     |  |             |  |      |

| Site(s)                                        | Current Zoning | Proposed Zoning                     |
|------------------------------------------------|----------------|-------------------------------------|
| Airport (Multiple Parcels)<br>SR 100/Moody Rd. | M-1            | AP-1 (runway)<br>AP-2 (other areas) |

# 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.

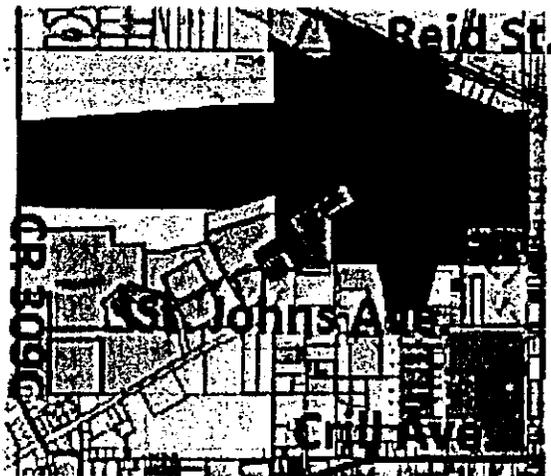


NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED WITH RESPECT TO CERTAIN PROPERTIES 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



*Agenda  
Item*

**16**

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                 | Public Buildings and Grounds | 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.

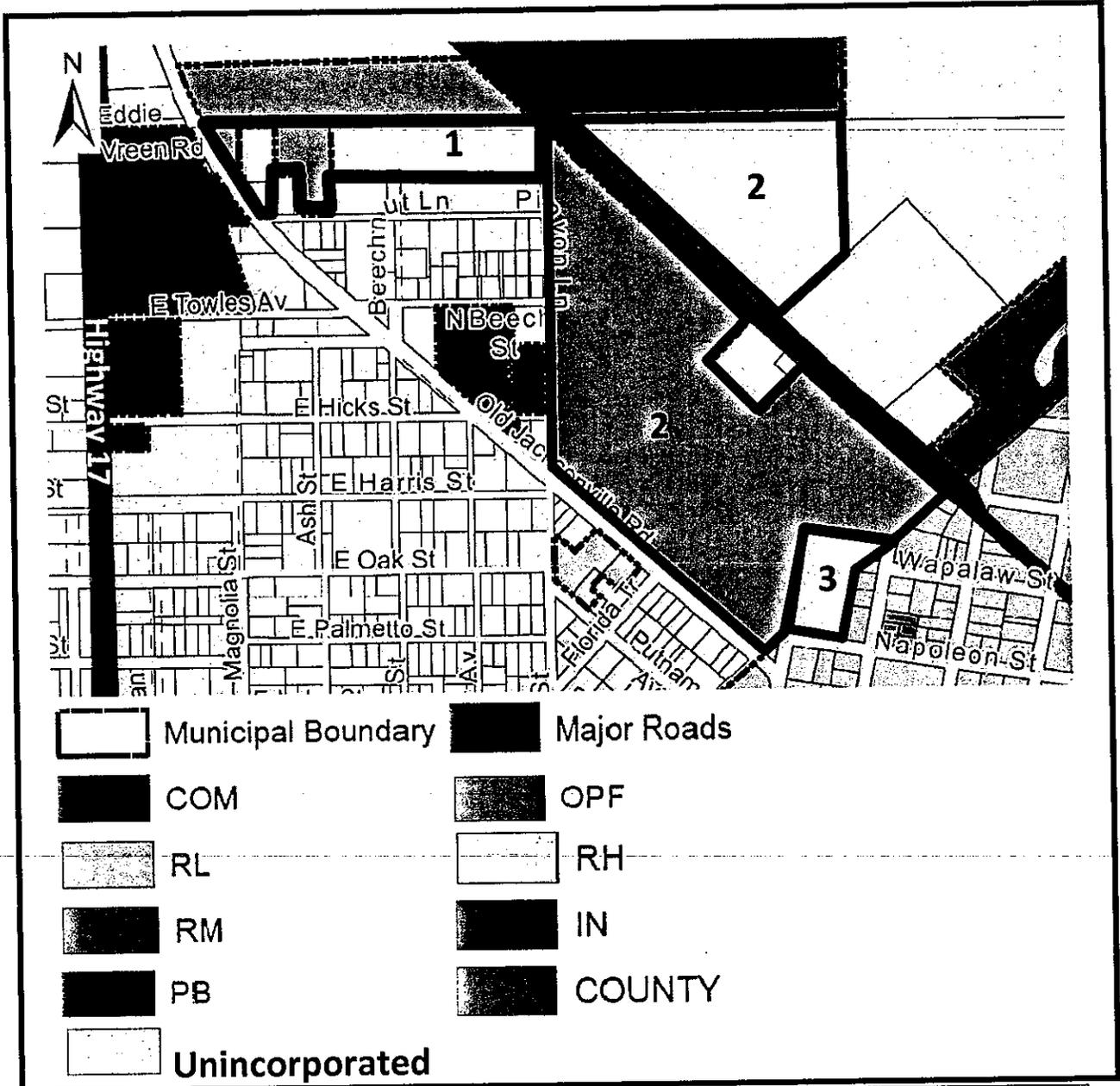
**CITY OF PALATKA**

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

**ATTEST:**

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

# James A. Long Elem. School



| No. | Site(s)                                                       | Current FLUM | Proposed FLUM |
|-----|---------------------------------------------------------------|--------------|---------------|
| 1   | James A. Long Elem. School<br>1400 Old Jacksonville Rd.       | OPF          | PB            |
| 2   | Jenkins Middle School<br>1100 N 19 <sup>th</sup> St. (School) | OPF          | PB            |
| 3   | Jenkins Middle School<br>1900 Napoleon St. (gym)              | RH           | PB            |

# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

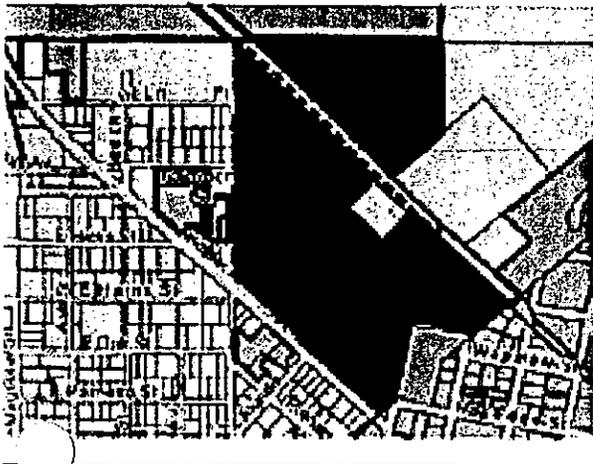
NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS 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 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  
B

SP  
Buildings

PLEASE GOVERN YOURSELVES ACCORDINGLY.

/s/ BETSY J. DRIGGERS  
CITY CLERK



Agenda  
Item

17 a & 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

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|----------------------------|----------------|-------------------------|------------------------|------------------------------|------------------------|
| 12-10-26-0000-0410-0000    | 21.09          | Other Facilities        | Public                 | Public Buildings 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.

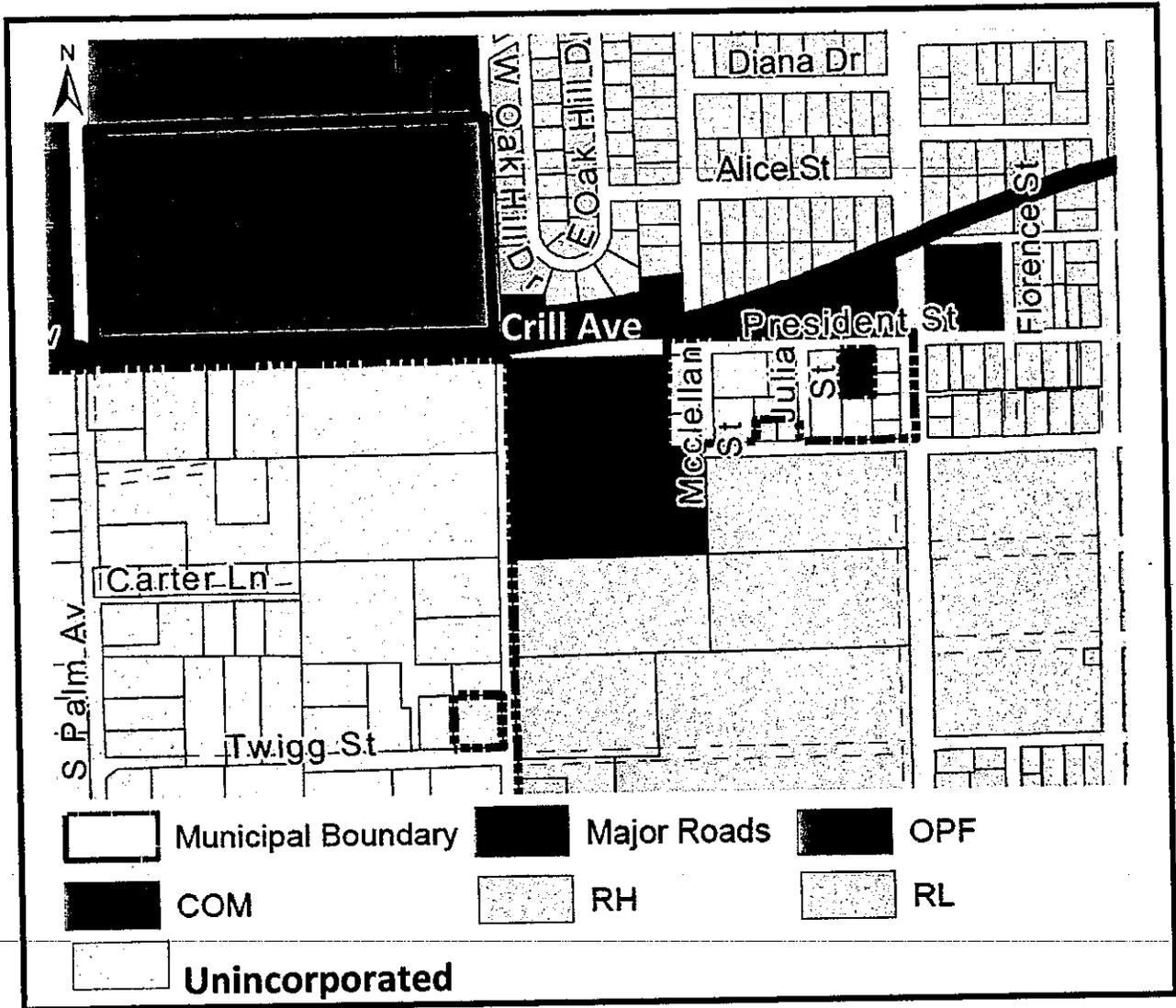
**CITY OF PALATKA**

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

**ATTEST:**

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

# Oak Hill Cemetery East



| Site(s)                              | Current FLUM | Proposed FLUM |
|--------------------------------------|--------------|---------------|
| Oak Hill Cemetery<br>2900 Crill Ave. | OPF          | PB            |

# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

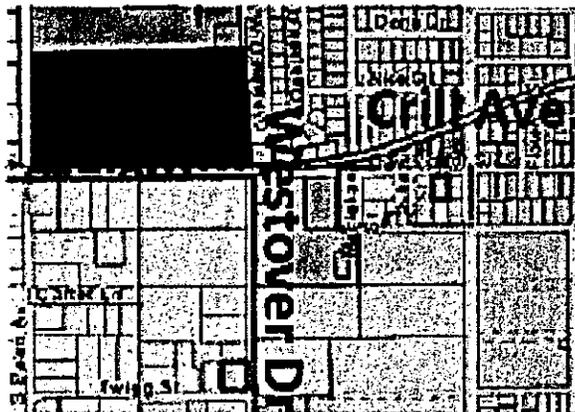
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PLEASE GOVERN YOURSELVES ACCORDINGLY.

/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.

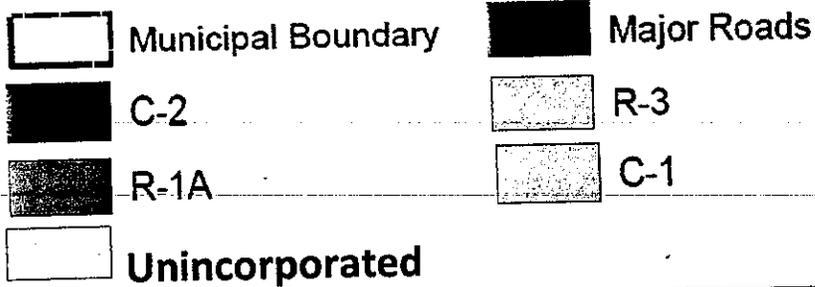
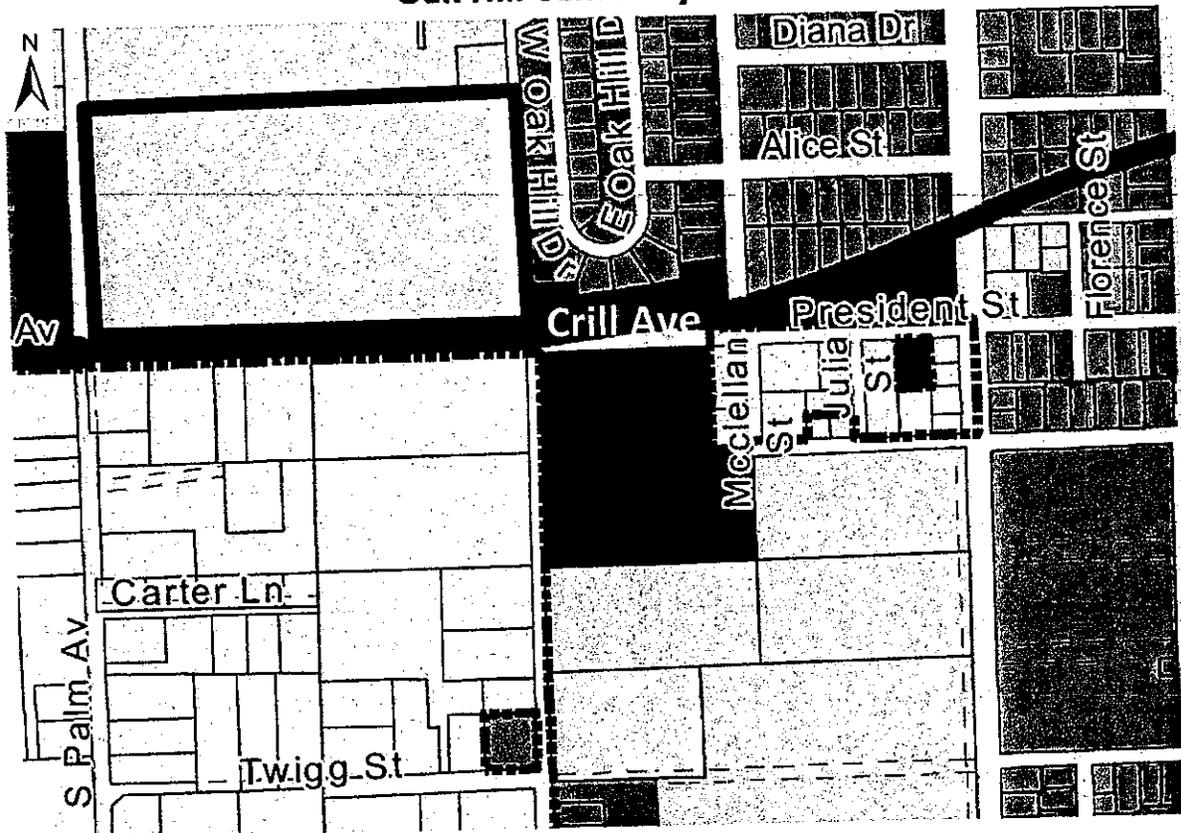
**CITY OF PALATKA**

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

**ATTEST:**

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

# Oak Hill Cemetery East



| Site(s)                              | Current Zoning | Proposed Zoning |
|--------------------------------------|----------------|-----------------|
| Oak Hill Cemetery<br>2900 Crill Ave. | R-3            | PBG-1           |

# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

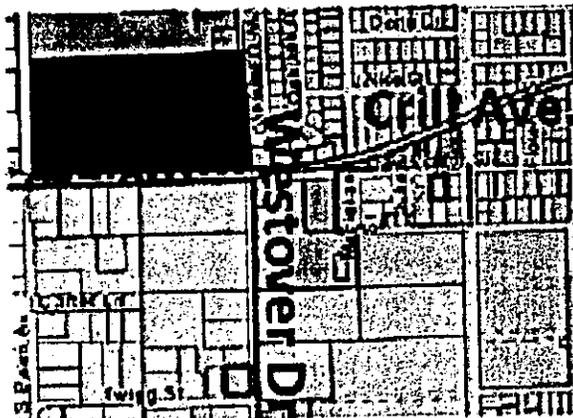
NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS 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*

**18**

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</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> |
| 11-10-26-0000-0142-0000    | 41.50          | Other<br>Facilities | Public<br>Buildings | Public<br>Buildings<br>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.

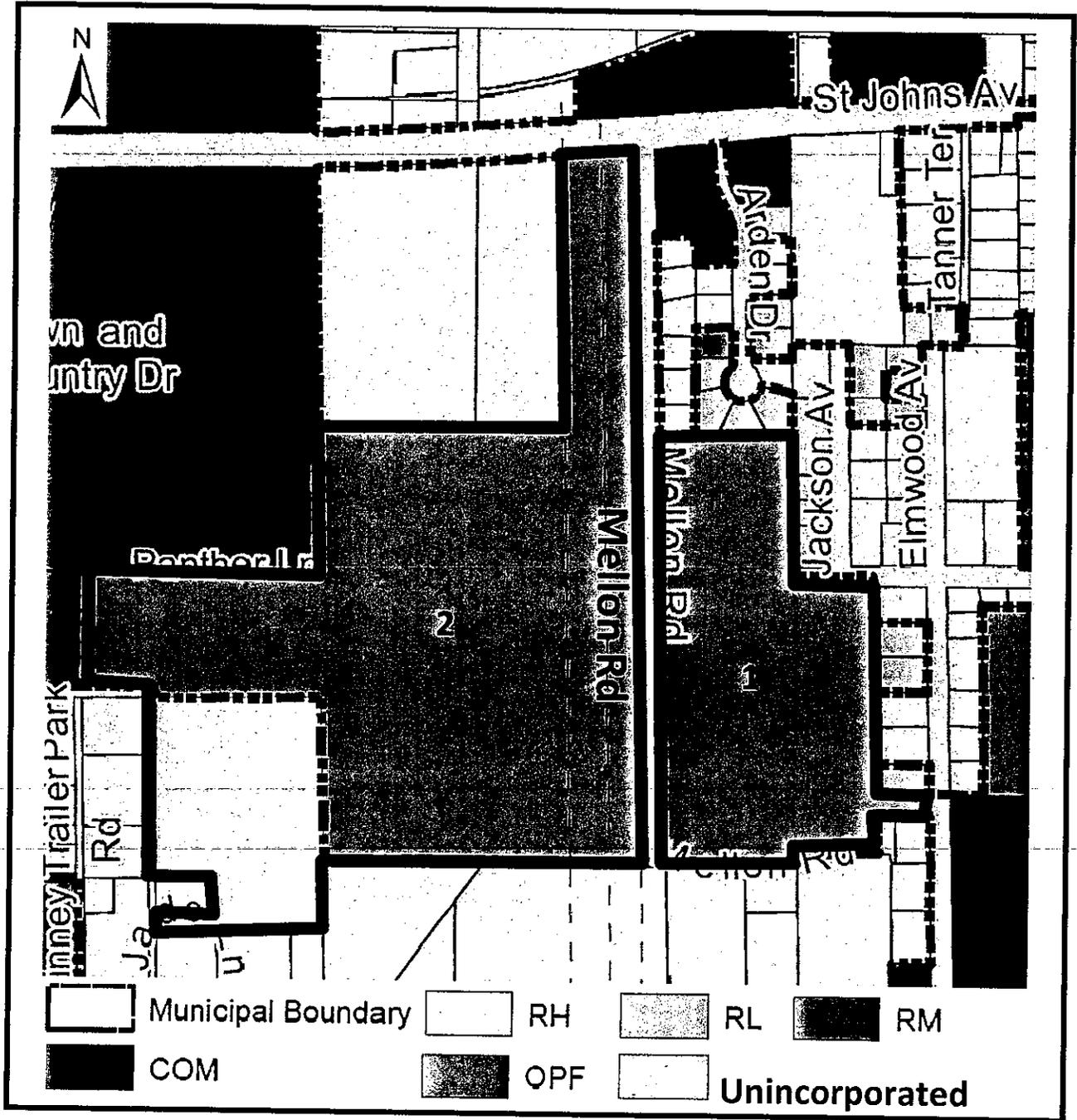
**CITY OF PALATKA**

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

**ATTEST:**

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

# Mellon Elem. School and Palatka High School



| No. | Site(s)                               | Current FLUM | Proposed FLUM |
|-----|---------------------------------------|--------------|---------------|
| 1   | Mellon Elem. School<br>301 Mellon Rd. | OPF          | PB            |
| 2   | Palatka High School<br>302 Mellon Rd. | OPF          | PB            |

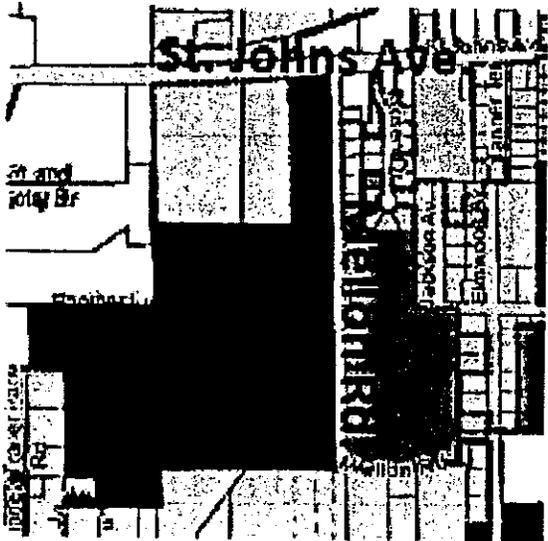
# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

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

19<sub>a</sub> & 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 OPF (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 Buildings       | Public Buildings and Grounds | 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.

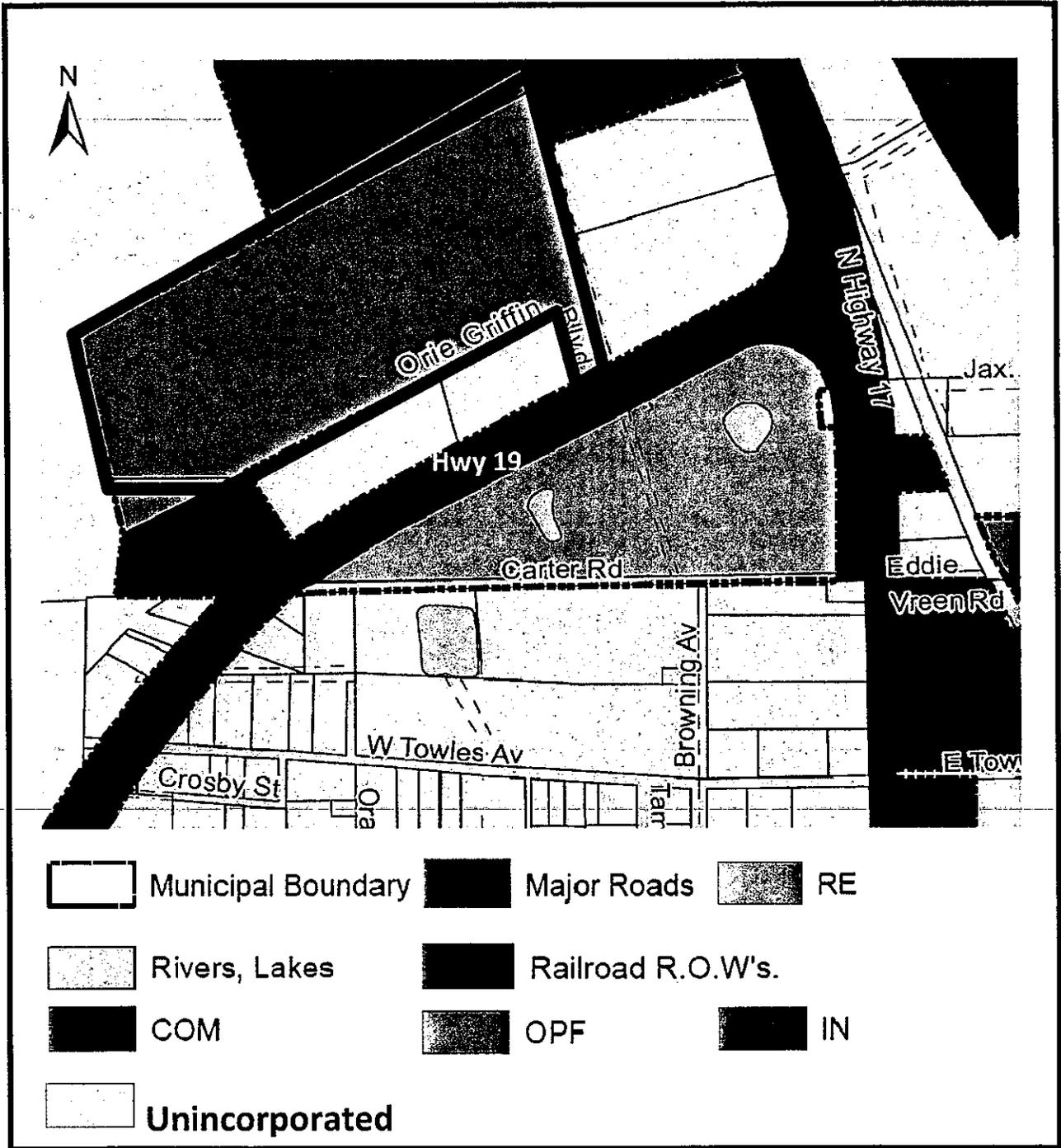
CITY OF PALATKA

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

ATTEST:

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

# Sheriff's Office & Jail



| Site                                              | Current FLUM | Proposed FLUM |
|---------------------------------------------------|--------------|---------------|
| Sheriff's Office & Jail<br>130 Orié Griffen Blvd. | OPF          | PB            |

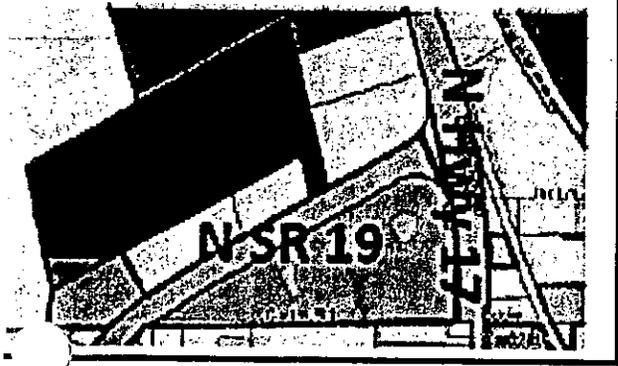
# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

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 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.

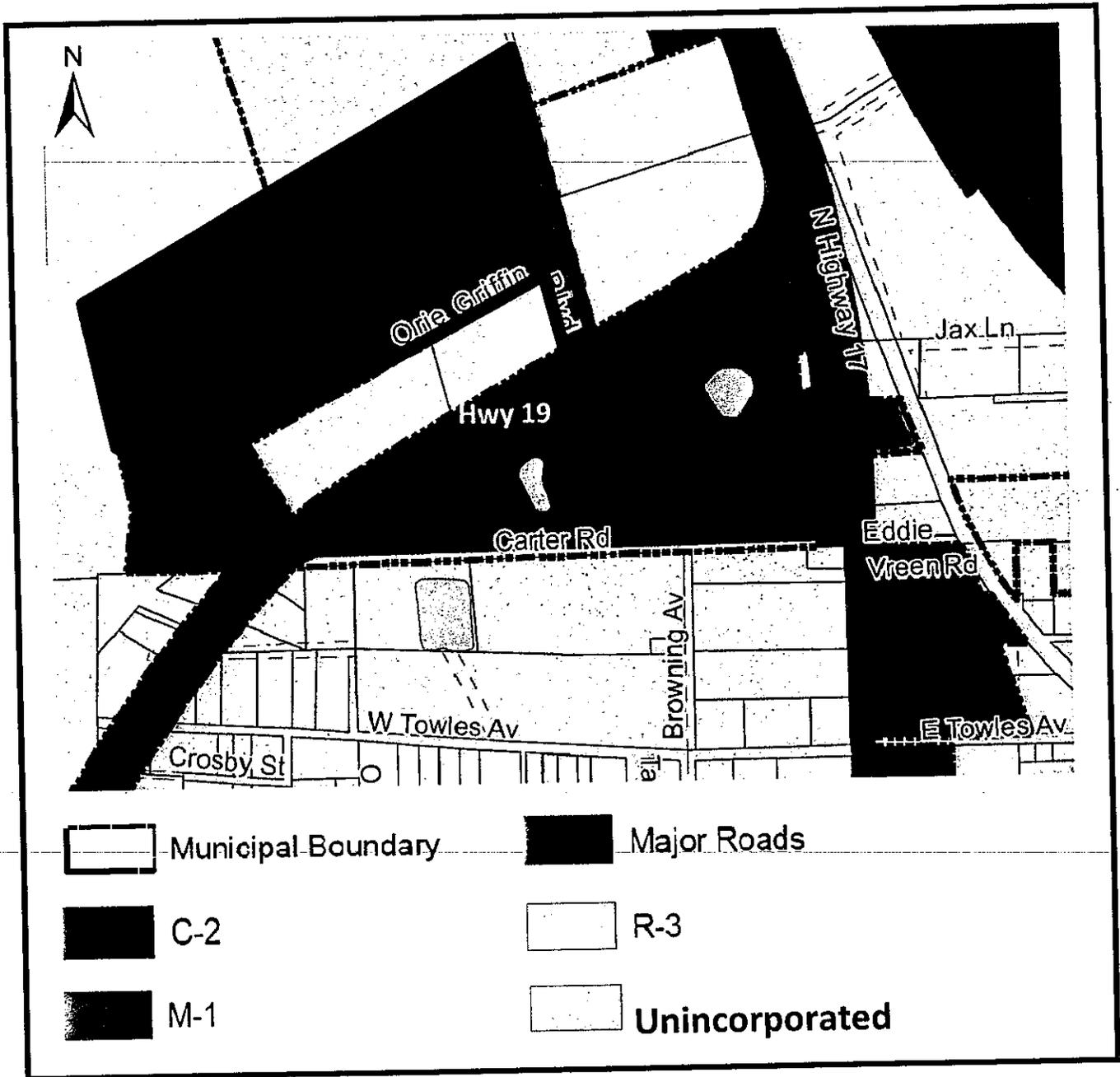
CITY OF PALATKA

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

ATTEST:

City Clerk

# Sheriff's Office & Jail



| Site                                              | Current Zoning | Proposed Zoning |
|---------------------------------------------------|----------------|-----------------|
| Sheriff's Office & Jail<br>130 Orié Griffen Blvd. | C-2            | PBG-2           |

# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

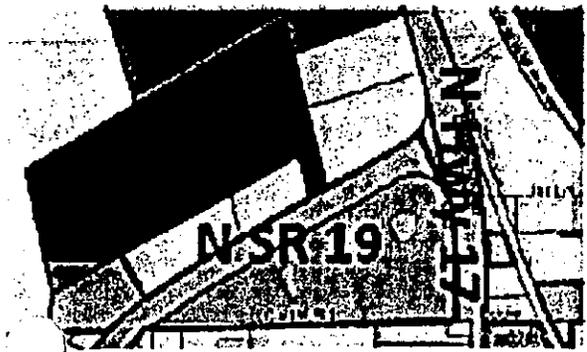
NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS 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 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



Agenda  
Item

20 a & 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</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> |
| 10-10-26-0000-0010-0000    | 87.49          | Other<br>Facilities | Public          | Public<br>Buildings<br>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.

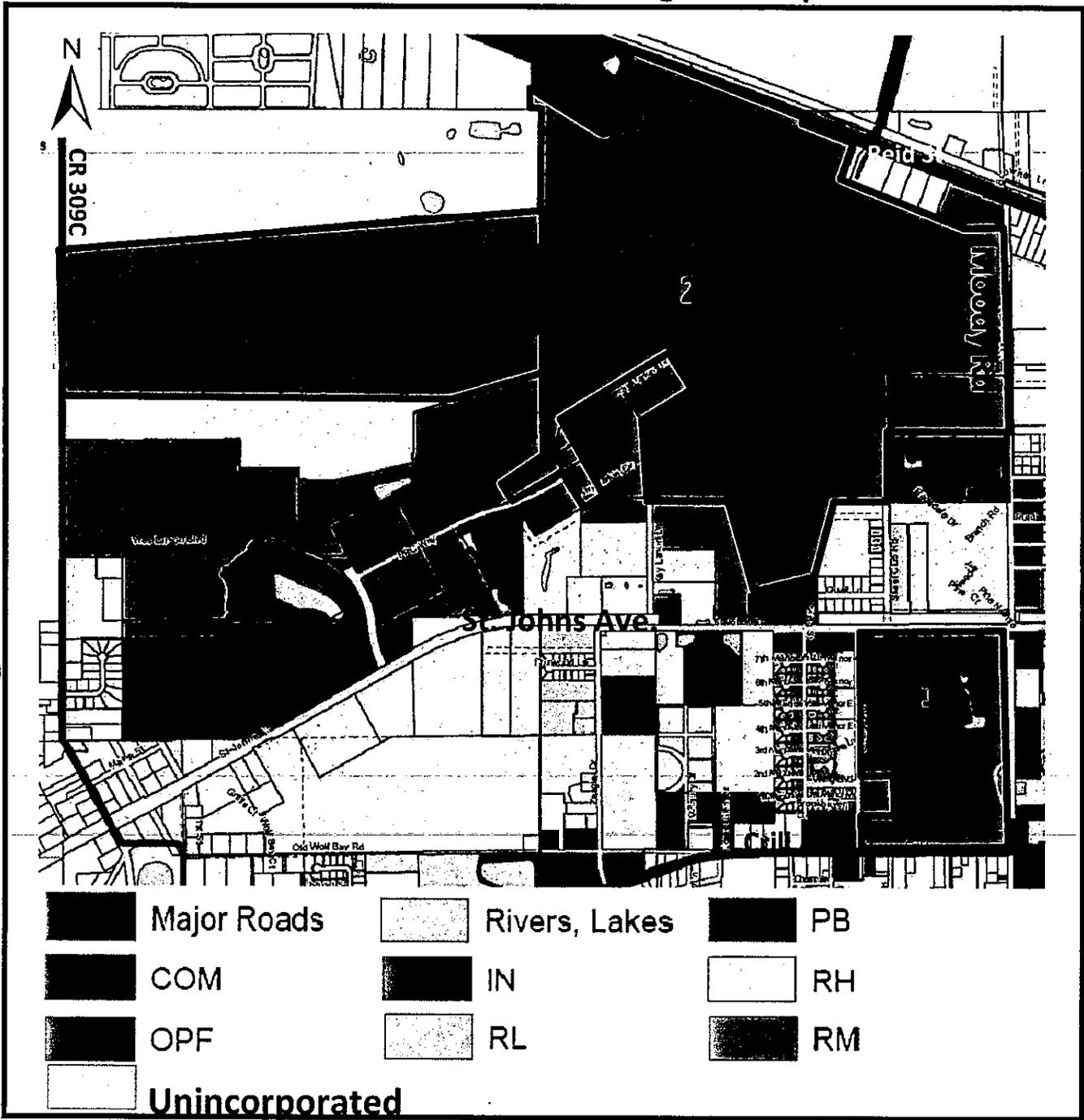
**CITY OF PALATKA**

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.<br>5001 St. Johns Ave. | OPF          | PB            |
| 2   | Airport (Multiple Parcels)<br>SR 100/Moody Rd.     | OPF, IN      | PB            |

# NOTICE OF PUBLIC HEARING TO AMEND FUTURE LAND USE MAP OF COMPREHENSIVE PLAN

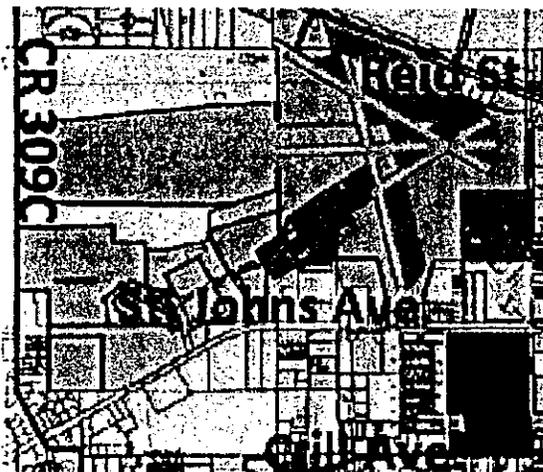
NOTICE is hereby given that the City Commission of the City of Palatka, Florida, will consider the enactment of the following entitled Ordinance: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS 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. 168.041.

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

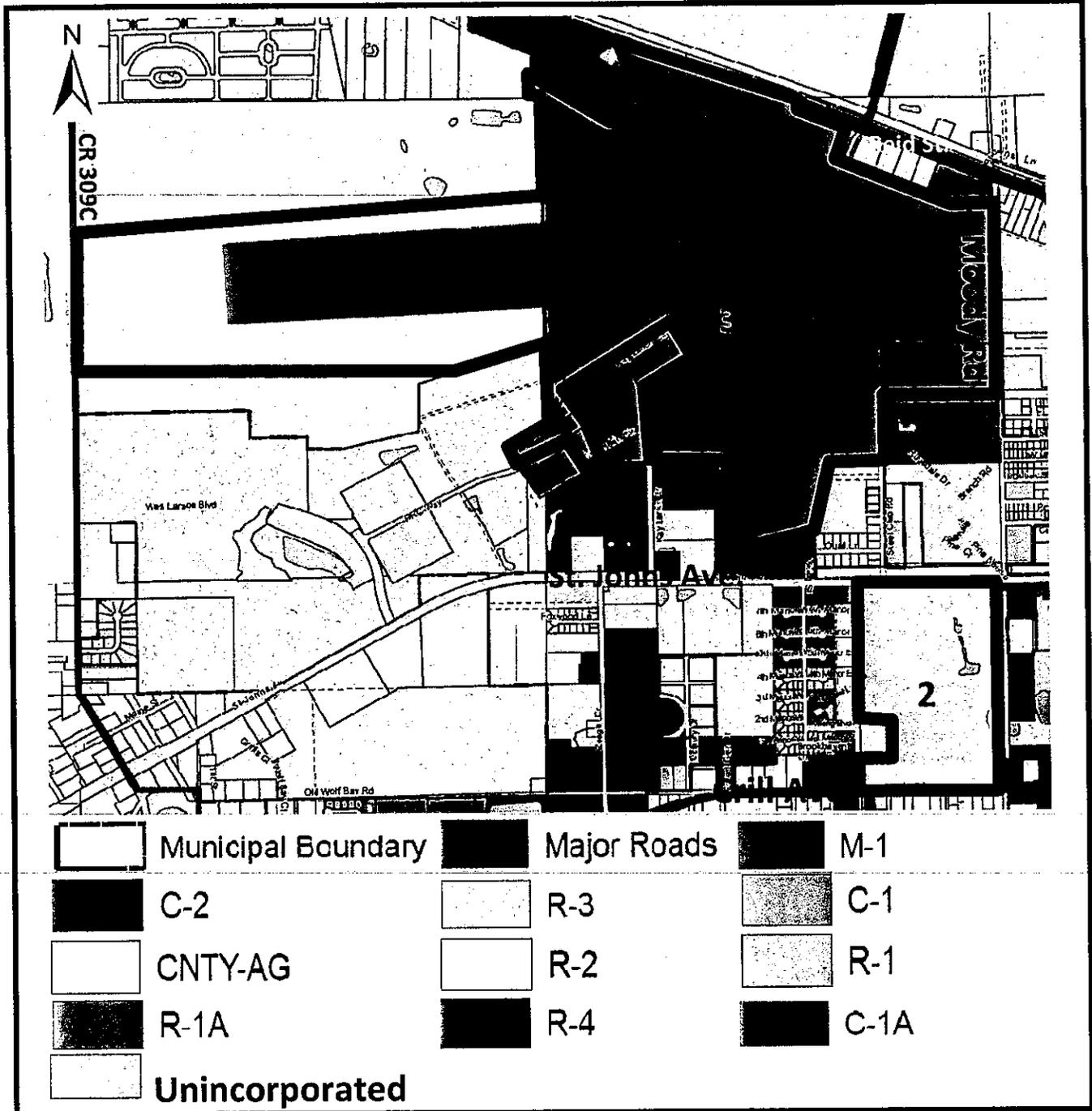
BY: \_\_\_\_\_

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.<br>5001 St. Johns Ave. | R-3            | PBG-1           |
| 3   | Airport (Multiple Parcels)<br>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 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

