

VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



MICHAEL J. CZYMBOR
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT.

DONALD E. HOLMES
CITY ATTORNEY

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

AGENDA

CITY OF PALATKA

November 8, 2012

CALL TO ORDER:

- a. Invocation – Marsha Davis-Flowers, Confident Covenant Ministry
- b. Pledge of Allegiance
- c. Roll Call

APPROVAL OF MINUTES – 10/25/12

1. PUBLIC RECOGNITION/PRESENTATIONS:

- a. **PROCLAMATIONS – National Farm-City Week**
- b. **CITY OF PALATKA VETERANS OF ARMED FORCES PERSONNEL RECOGNITION**
- c. **STUDENT OF THE MONTH – November, 2012 – Mayor Myers & Commissioner Kitchens**

TBD	Beasley Middle School
Tavaris Scott	Browning Pearce Elementary School
Carlena Williams	Children's Reading Center Charter School
Melissa Deel	E.H. Miller School
Tamecia Epps	James A. Long Elementary School
Owen Meeks	Jenkins Middle School
Jossilyn Gullett	Kelley Smith Elementary School
Ti'lar Hearst	Mellon Elementary School
Jenzaiver Sanders	Moseley Elementary School
Kadeja Cooper	Palatka High School
Azzari Passmore	Peniel Baptist Academy

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

3. CONSENT AGENDA:

- *a. **Adopt Resolution No. 9 - 50** amending the FY 2011-12 Budget – Matt Reynolds, Finance Director
- *b. **Adopt Resolution No. 9 - 51** accepting the terms of the FAA's Letter of Release for Airport Property located at 10 Kay Larkin Circle and authorizing the execution of all documents necessary to complete the sale and conveyance of deed to RCH Manufacturing, Inc., pursuant to the results of the Request for Proposals dated 12/16/11 and subsequent award of sale of property
- *c. **Appoint 2012-13 CDBG Citizens Advisory Task Force Members:** Sgt. Larry Beaton, Wanda Brown, David Franke, Ann Keys and Dr. Richard Perallon, per Staff recommendation
- *d. **Introduce Form 8B, Memorandum of Voting Conflict** into the record filed by Commissioner James Norwood, Jr. on votes taken 10/25/12 (Agenda Items #6 and #7)

* 4. **PUBLIC HEARING – First Public Hearing for Community Development Block Grant Application Preparation – Jonathan Griffith, Project Manager & Fred Fox, Fred Fox Enterprises, Inc.**

* 5. **RESOLUTION 9-52** amending the membership of the Golf Course Advisory Board - Adopt

CITY OF PALATKA
November 8, 2012
Page 2

- * 6. **PUBLIC HEARING/DRAFT ORDINANCE** – Planning Board recommendation to amend the Comprehensive Plan Future Land Use Map from RH (Residential, High Density) to COM (Commercial), and amend the Official Zoning Map from R-3 (Multi-Family Residential) to C-1 (General Commercial) for multiple properties along Zeagler Drive, north of Crill Avenue – **Authorize transmittal of draft ordinance to state agencies for review**

- * 7. **PUBLIC HEARING/ORDINANCE** – Planning Board Recommendation to annex and rezone the following properties, per Water & Sewer Utility Annexation Agreements:
 - 1. 1107 Old Jacksonville Rd – rezone from Putnam Co. R-1A to City of Palatka R-1A
 - 2. 2806 Lane St. – rezone from Putnam Co. R-1A to City of Palatka R-1A
 - 3. 410 Mission Rd. – rezone from Putnam Co. R-1A and AG to City of Palatka R-2
 - 4. 3205 St. Johns Ave. – rezone from Putnam Co. R-1A to City of Palatka R-1A
 - 5. 3435 Crill Ave. – rezone from Putnam Co. R-1A and AG to City of Palatka R-1A
 - 6. 311 Poinsetta Ave. – rezone from Putnam Co. RMH to City of Palatka R-4
 - 7. 3321 Weaver Rd., – rezone from Putnam Co. R-1A to City of Palatka R-1A
 - 8. 209 Bates Ave., – rezone from Putnam Co. R-1A to City of Palatka R-1A
 - 9. 2407 Tommy Ave., – rezone from Putnam Co. R-1A to City of Palatka R-1A
- *a. **ANNEXATION ORDINANCE – 1ST READING**
- *b. **REZONING ORDINANCE – 1ST READING**

- * 8. **RECONSIDERATION OF VOTE – October 25, 2012 Agenda Item No. 6: ORDINANCE** - Planning Board Recommendation to amend Zoning Code Section 94-152 to add certain conditional uses to Recreation and Open Space (ROS) Zoning Districts – 1st Reading

- * 9. **ORDINANCE** – Planning Board recommendation to amend Zoning Code Section 94-152 to add certain conditional uses to Recreation and Open Space (ROS) Zoning Districts – 2nd Reading, Adopt (*Contingent upon Agenda Item #8 - Reconsideration of Vote to pass on first reading*)

- 10. **ADMINISTRATIVE REPORTS**
 - **a. **RESULTS OF NOVEMBER 6 GENERAL ELECTION**, Groups 1 and 3 – City Clerk

- 11. **COMMISSIONER COMMENTS**

- 12. **ADJOURN**

*Attachment **Separate Cover

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

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

Upcoming Events:

Nov. 12 – City Offices closed to observe Veteran's Day
Nov. 15 & 16 – FLC Legislative Conference – Orlando
Nov. 22 & 23 – City offices closed to observe Thanksgiving Holiday
Dec. 24 & 25 – City offices closed to observe Christmas Holiday
Jan. 1, 2013 – City offices closed to observe New Years Day Holiday

Board Openings:

Palatka Housing Auth. Board 1 Vacancy
Code Enforcement Board: 2 Vacancies (Arch. & Sub Contr.)

**CITY OF PALATKA
VETERANS OF ARMED FORCES
PERSONNEL RECOGNITION**

ADMINISTRATION

AIRPORT

John Youell, US Air Force
David Tomlinson, US Coast Guard
Joshua Phagan, US Army

BRONSON HOUSE

Roger Guy Tillis, US Army

BUILDING & ZONING

Joffre W. Fillion, US Army
Elizabeth Hearn, US Navy

CEMETARY

CITY COMMISSION

FIRE DEPARTMENT

Aaron Kunsberg, US Marines
Kenneth Sugden, US Navy
Andrew Woolwine, National Guard

PARKS

Tommy English, US Air Force

POLICE DEPARTMENT

Cornell Brown, US Army
Todd Bryant, US Navy
Alex Egan, US Army
Brian Hawkins, US Marines
Juston Hale, US Army
Scott Reinhold, US Army
David Lazo, US Navy

SANITATION

Daniel Gibbs, National Guard
Johnnie Lewis, US Army
William Neely, US Army

STREETS

WATER PLANT

Melvin L. Register, FL Army National Guard, US Air Force

WATER & SEWER

Gordon Brown, US Army

WWTP

Brian McCann, US Army
John Stahlman, National Guard

*Agenda
Item*

3a



AGENDA ITEM

SUBJECT: Final Budget Amendments for FY2011-2012

DEPARTMENT: Finance

ATTACHMENTS: Ordinance Resolution Motion
 Support Documents Other

SUMMARY:

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

The 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 2011-2012 fiscal year in order to be in compliance with the statutes referenced above. Also included are corrections of account numbers, balance forwards and budget transfers.

RECOMMENDED ACTION: Staff recommends adoption of Resolution 9-50 which will amend the budget in order to be in compliance with Florida Statutes.

DEPARTMENT HEAD

Submitted: Matt Reynolds Date: 10-25-2012
Requested Agenda: Consent Date: 11-08-2012

FINANCE DEPARTMENT Budgeted Yes No N/A Date: 10-25-2012

CITY ATTORNEY Approved as to Form and Correctness Date: _____

CITY MANAGER Approved Agenda Item For:  Date: 10-29-2012

COMMISSION ACTION: Approved as Recommended Disapproved
 Approved With Modification Tabled To Time Certain

Other

DISTRIBUTION: CA CC CM CD FI FD GC HR MD PD PR UD

H:\City Commission\Agenda Requests\Agenda Summary Template.doc

RESOLUTION No. 9 - 50

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA,
AMENDING THE FY 2011-2012 BUDGET

WHEREAS, the City of Palatka deems it reasonable and necessary to amend the FY 2011-2012 budget.

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

1. That the revenues of the City of Palatka General Fund Budget for the Fiscal Year 2011-2012 are amended as follows:

REVENUES:

<i>Revenue Number</i>	<i>Description</i>	Last Approved	Recommended Amendments	As Amended
001-00-301-0-1000	OPERATING CASH BALANCE FORWARD	\$ -	\$ 681,606	\$ 681,606
001-00-301-0-1001	EVIDENCE FUND BALANCE FORWARD	\$ -	\$ 730	\$ 730
001-00-301-0-1002	LOT DEMOLITION/CLEANUP BALANCE FORWARD	\$ -	\$ 1,762	\$ 1,762
001-00-301-0-1003	IMPACT FEES-POLICE BALANCE FORWARD	\$ -	\$ 9,644	\$ 9,644
001-00-301-0-1004	IMPACT FEES-FIRE BALANCE FORWARD	\$ -	\$ 5,841	\$ 5,841
001-00-301-0-1005	IMPACT FEES-SCHOOL BOARD BALANCE FORWARD	\$ -	\$ 4,260	\$ 4,260
001-00-301-0-1006	INSURANCE CONTINGENCY BALANCE FORWARD	\$ -	\$ 47,915	\$ 47,915
001-00-301-0-1007	BETTER PLACE BALANCE FORWARD	\$ -	\$ 29,596	\$ 29,596
001-00-301-0-1008	RIVERFRONT PLAYGROUND BALANCE FORWARD	\$ -	\$ 5,000	\$ 5,000
001-00-301-0-1009	SPECIAL CEMETERY BALANCE FORWARD	\$ -	\$ 58,628	\$ 58,628
001-00-301-0-1010	SPECIAL POLICE BALANCE FORWARD	\$ -	\$ 54,448	\$ 54,448
001-00-301-0-1011	CANINE PURCHASE BALANCE FOWARD	\$ -	\$ 3,053	\$ 3,053
001-00-301-0-1012	HAND GUN CLASSES BALANCE FORWARD	\$ -	\$ 143	\$ 143
001-00-301-0-1013	FIRE PUBLIC EDUCATION BALANCE FORWARD	\$ -	\$ 9,517	\$ 9,517
001-00-301-0-1014	POLICE ATHLETIC LEAGUE BALANCE FORWARD	\$ -	\$ 28,790	\$ 28,790
001-00-301-0-1015	CRIME PREVENTION BALANCE FORWARD	\$ -	\$ 1,259	\$ 1,259
001-00-301-0-1016	WEED & SEED BALANCE FORWARD	\$ -	\$ 40,463	\$ 40,463
001-00-302-0-0000	INSURANCE RES BROUGHT FORWARD	\$ 70,863	\$ (70,863)	\$ -
001-00-331-2-3700	2011-2012 COPS HIRING	\$ 106,552	\$ (106,552)	\$ -
001-00-331-5-2000	HUD DOWNTOWN PARKING/STREETSCAPING	\$ -	\$ 192,526	\$ 192,526
001-00-334-1-4000	SJRWMD #26799 SOFTWARE COST SHARE	\$ -	\$ 13,271	\$ 13,271

001-00-334-4-9000	FDOT AQ605 RIVERBOAT REFURBISHMENT	\$ -	\$ 250,000	\$ 250,000
001-00-359-0-0500	EVIDENCE FUND	\$ -	\$ 25,279	\$ 25,279
001-00-359-0-2000	SPECIAL POLICE TRUST REV	\$ 17,600	\$ 4,113	\$ 21,713
001-00-366-0-8000	FIREWORKS CONTRIBUTION	\$ -	\$ 6,775	\$ 6,775
001-00-369-9-2000	INSURANCE CLAIMS-GENERAL	\$ 1,000	\$ 18,742	\$ 19,742
001-00-381-0-1000	TRANSFER FROM TAX INCREMENT	\$ -	\$ 211,232	\$ 211,232
001-00-381-0-1100	TRANSFER FROM CDBG FUND 50	\$ -	\$ 542,237	\$ 542,237
001-00-381-0-1200	TRANSFER FROM PENSION FUNDS	\$ -	\$ 11,240	\$ 11,240
001-00-382-0-5001	ADMIN EXP REIMB-AIRPORT GRANTS	\$ -	\$ 25,000	\$ 25,000
TOTAL REVENUES AMENDED:		\$ 196,015	\$ 2,105,655	\$ 2,301,670

2. That the expenditures of the City of Palatka General Fund Budget for the Fiscal Year 2011-2012 are amended as follows:

EXPENDITURES:		Last	Recommended	As
<i>Expenditure Number</i>	<i>Description</i>	Approved	Amendments	Amended
001-01-512-1-1100	EXECUTIVE SALARIES	\$ 227,733	\$ 61,927	\$ 289,660
001-01-512-1-1400	OVERTIME-GENERAL ADMIN	\$ -	\$ 400	\$ 400
001-01-512-1-2100	FICA TAX EXPENSE	\$ 35,866	\$ 1,734	\$ 37,600
001-01-512-1-2200	RETIREMENT EXPENSE	\$ 83,604	\$ 9,000	\$ 92,604
001-01-512-3-3100	PROFESSIONAL SERVICES	\$ 500	\$ 2,500	\$ 3,000
001-01-512-3-3400	CONTRACTUAL SERVICES	\$ 20,000	\$ (20,000)	\$ -
001-01-512-6-6400	CAPITAL OUTLAY	\$ -	\$ 10,038	\$ 10,038
001-04-519-3-3420	SPECIAL EVENTS(FIREWORKS)	\$ -	\$ 21,775	\$ 21,775
001-04-519-3-4510	INSURANCE CLAIMS	\$ 80,863	\$ 29,311	\$ 110,174
001-04-519-9-9100	TIF CONTINGENCY	\$ 228,175	\$ (228,175)	\$ -
001-04-581-0-9110	TRANSFER TO AIRPORT	\$ 113,769	\$ (113,769)	\$ -
001-04-581-0-9120	TRANSFER TO GOLF	\$ 150,000	\$ (150,000)	\$ -
001-07-521-3-5281	SPECIAL POLICE TRUST EXPENSE	\$ -	\$ 20,940	\$ 20,940
001-07-521-3-5282	EVIDENCE FUND EXPENSE	\$ -	\$ 9,264	\$ 9,264
001-07-521-8-8210	CONTRIBUTION TO PAL	\$ -	\$ 68,302	\$ 68,302
001-14-569-3-5281	SPECIAL CEMETERY OPERATING	\$ 10,000	\$ (10,000)	\$ -
001-15-572-6-6400	CAPITAL OUTLAY	\$ -	\$ 5,476	\$ 5,476
001-15-572-6-6401	100 BLOCK BUILDING MAINTENANCE	\$ -	\$ 1,670	\$ 1,670
001-15-572-6-6402	CITY HALL LANDSCAPING	\$ -	\$ 3,203	\$ 3,203
001-17-516-3-4400	RENTALS AND LEASES	\$ -	\$ 3,303	\$ 3,303
001-18-519-3-3101	DEPT OF CORR-PRISON CREW	\$ 56,467	\$ 59,541	\$ 116,008
001-18-519-6-6440	STREET	\$ 185,056	\$ (151,840)	\$ 33,216
001-18-519-6-6450	GP PROJECT	\$ -	\$ 18,038	\$ 18,038
001-18-519-8-6320	RIVERFRONT/PIER IMP GRANT	\$ -	\$ 9,089	\$ 9,089
001-18-519-8-6350	RIVERBOAT REFURBISHMENT-100% GRANT	\$ -	\$ 250,000	\$ 250,000
001-18-519-8-6351	BOAT RAMP PARKING IMPROVEMENTS	\$ -	\$ 1,300	\$ 1,300
001-18-519-8-8110	ST JOHNS & 15TH ST DRAINAGE	\$ -	\$ 286	\$ 286

001-18-519-8-8910	DOWNTOWN PARKING/STREETSCAPE CDBG	\$ -	\$ 874,151	\$ 874,151
001-18-519-8-8920	PRICE MARTIN RESTROOM USDA GRANT	\$ -	\$ 5,872	\$ 5,872
001-26-579-6-6400	CAPITAL OUTLAY	\$ -	\$ 2,074	\$ 2,074
001-82-581-9-9900	GENERAL CONTINGENCY	\$ -	\$ 84,419	\$ 84,419
001-82-581-9-9901	CONTINGENCY FOR GOLF COURSE FUND	\$ -	\$ 428,941	\$ 428,941
001-82-581-9-9903	CONTINGENCY FOR AIRPORT FUND	\$ -	\$ 34,240	\$ 34,240
001-83-581-9-9900	OPERATING CASH RESERVE	\$ -	\$ 385,838	\$ 385,838
001-83-581-9-9901	EVIDENCE FUND RESERVE	\$ -	\$ 16,745	\$ 16,745
001-83-581-9-9902	LOT DEMOLITION/CLEANUP RESERVE	\$ -	\$ 10,489	\$ 10,489
001-83-581-9-9903	IMPACT FEES-POLICE RESERVE	\$ -	\$ 9,644	\$ 9,644
001-83-581-9-9904	IMPACT FEES-FIRE RESERVE	\$ -	\$ 5,841	\$ 5,841
001-83-581-9-9907	BETTER PLACE RESERVE	\$ -	\$ 175,992	\$ 175,992
001-83-581-9-9908	RIVERFRONT PLAYGROUND RESERVE	\$ -	\$ 5,000	\$ 5,000
001-83-581-9-9909	SPECIAL CEMETERY RESERVE	\$ -	\$ 80,903	\$ 80,903
001-83-581-9-9910	SPECIAL POLICE RESERVE	\$ -	\$ 55,221	\$ 55,221
001-83-581-9-9911	CANINE PURCHASE RESERVE	\$ -	\$ 3,053	\$ 3,053
001-83-581-9-9912	HAND GUN CLASSES RESERVE	\$ -	\$ 72	\$ 72
001-83-581-9-9913	FIRE PUBLIC EDUCATION RESERVE	\$ -	\$ 10,942	\$ 10,942
001-83-581-9-9915	CRIME PREVENTION RESERVE	\$ -	\$ 1,259	\$ 1,259
001-83-581-9-9917	BLOOD SCREENING RESERVE	\$ -	\$ 1,260	\$ 1,260
001-83-581-9-9918	WOMENS SELF-DEFENSE CLASS RESERVE	\$ -	\$ 386	\$ 386
TOTAL EXPENDITURES AMENDED:		\$1,192,033	\$2,105,655	\$3,297,688

3. That the revenues of the City of Palatka Airport Fund Budget for the Fiscal Year 2011-2012 are amended as follows:

REVENUES:		Last	Recommended	As
<i>Revenue Number</i>	<i>Description</i>	Approved	Amendments	Amended
005-00-301-0-0000	BALANCE FORWARD LOAN PROCEEDS	\$ -	\$ 405	\$ 405
005-00-302-0-0000	SURPLUS LAND BALANCE FORWARD	\$ -	\$ 61,550	\$ 61,550
005-00-362-0-4000	OFFICE RENTAL	\$ -	\$ 12,000	\$ 12,000
005-00-365-0-1000	SALE OF SURPLUS MATERIALS	\$ 65,000	\$ 62,470	\$ 127,470
005-00-381-0-0000	TRANSFER FROM GENERAL	\$ 113,769	\$ (113,769)	\$ -
005-00-389-2-8100	FAA RUNWAY 9/27 21-2011	\$ -	\$ 3,363,200	\$ 3,363,200
005-00-389-3-8000	BEACON GRANT	\$ -	\$ 684	\$ 684
005-00-389-3-8400	FDOT GRANT AQ825	\$ -	\$ 67,292	\$ 67,292
005-00-389-3-8500	FDOT GRANT AQ799	\$ -	\$ 88,516	\$ 88,516
005-00-389-3-8600	FDOT GRANT AQ418	\$ -	\$ 59,770	\$ 59,770
005-00-389-3-8700	FDOT GRANT AQ837	\$ -	\$ 40,379	\$ 40,379
005-00-389-3-8800	FDOT GRANT AQ838	\$ -	\$ 120,000	\$ 120,000
005-00-389-3-8900	FDOT GRANT AQG14	\$ -	\$ 259,833	\$ 259,833
TOTAL REVENUES AMENDED:		\$ 178,769	\$ 4,022,330	\$ 4,201,099

4. That the expenditures of the City of Palatka Airport Fund Budget for the Fiscal Year 2011-2012 are amended as follows:

EXPENDITURES:		Last	Recommended	As
<i>Expenditure Number</i>	<i>Description</i>	Approved	Amendments	Amended
005-05-542-3-3100	PROFESSIONAL SERVICES	\$ 500	\$ 5,000	\$ 5,500
005-05-542-3-5170	100LL FUEL	\$ 362,950	\$ 45,000	\$ 407,950
005-05-542-6-6210	EQUIPMENT BLDG-FUEL FARM UPGRADE AQ825	\$ -	\$ 67,292	\$ 67,292
005-05-542-6-6215	BUILDING B-2 AQ837	\$ -	\$ 40,379	\$ 40,379
005-05-542-6-6270	REDI-SECURITY UPGRADES AQ418	\$ -	\$ 59,770	\$ 59,770
005-05-542-6-6280	RUNWAY 9-27 FDOT-AQ799 FAA-21 2011	\$ -	\$ 3,540,210	\$ 3,540,210
005-05-542-6-6285	MAIN ACCESS ROAD REHAB AQ614	\$ -	\$ 259,833	\$ 259,833
005-05-542-6-6290	SECURITY SYSTEM AQ838	\$ -	\$ 120,000	\$ 120,000
005-05-542-9-9000	CONTINGENCY	\$ -	\$ (115,154)	\$ (115,154)
TOTAL EXPENDITURES AMENDED:		\$363,450	\$4,022,330	\$4,385,780

5. That the revenues of the City of Palatka Water Fund Budget for the Fiscal Year 2011-2012 are amended as follows:

REVENUES:		Last	Recommended	As
<i>Revenue Number</i>	<i>Description</i>	Approved	Amendments	Amended
041-00-301-1-0400	PLANT REPLACEMENT BAL FORWARD	\$ -	\$ 334,022	\$ 334,022
041-00-301-1-7000	FRUFC REBATE-CAP PROJECTS ONLY	\$ -	\$ 8,095	\$ 8,095
041-00-381-0-2000	TRANSFER FROM GAS AUTHORITY	\$ 100,000	\$ 150,000	\$ 250,000
041-00-381-0-5000	TRANSFER FROM CDBG-FUND 50	\$ -	\$ 2,680	\$ 2,680
041-00-389-2-2000	ENERGY GRANT ARSO27	\$ -	\$ 1,119,425	\$ 1,119,425
041-00-389-4-1200	SJRWMD GRANT (REUSE)	\$ -	\$ 1,367,865	\$ 1,367,865
TOTAL REVENUES AMENDED:		\$100,000	\$2,982,087	\$3,082,087

6. That the expenditures of the City of Palatka Water Fund Budget for the Fiscal Year 2011-2012 are amended as follows:

EXPENDITURES:		Last	Recommended	As
<i>Expenditure Number</i>	<i>Description</i>	Approved	Amendments	Amended
041-11-533-6-6380	WELL UPGRADES	\$ -	\$ 19,250	\$ 19,250
041-12-535-6-6340	ENERGY GRANT	\$ -	\$ 1,228,345	\$ 1,228,345
041-12-535-6-6350	REUSE W/W TREATMENT GRANT	\$ -	\$ 1,426,684	\$ 1,426,684
041-12-535-6-6400	CAPTIAL OUTLAY	\$ -	\$ 11,592	\$ 11,592
041-12-535-6-6450	CAPITAL IMPROVEMENTS	\$ -	\$ 5,750	\$ 5,750
041-13-536-6-6450	CAPITAL IMPROVEMENTS	\$ -	\$ 14,528	\$ 14,528
041-13-536-6-6452	CLEVELAND/TWIGG SANITARY	\$ -	\$ 15,986	\$ 15,986

	MANHOLE			
041-13-536-6-6453	SR15 WATERMAIN EXTENSION-FAMILY DOLLAR	\$ -	\$ 12,043	\$ 12,043
041-13-536-6-6454	SR15/SR19/SR20 MEDIAN IRRIGATION	\$ -	\$ 6,651	\$ 6,651
041-13-536-6-6470	ST JOHNS AVE RESURFACING	\$ -	\$ 24,750	\$ 24,750
041-29-536-3-3100	PROFESSIONAL SERVICES	\$ 300	\$ 12,791	\$ 13,091
041-29-536-9-9000	CONTINGENCY	\$ 78,676	\$ (78,676)	\$ -
041-29-536-9-9901	CONTINGENCY/RESERVE	\$ -	\$ 282,393	\$ 282,393
TOTAL EXPENDITURES AMENDED:		\$78,976	\$2,982,087	\$3,061,063

7. That the revenues of the City of Palatka Golf Course Fund Budget for the Fiscal Year 2011-2012 are amended as follows:

REVENUES:

<u>Revenue Number</u>	<u>Description</u>	Last Approved	Recommended Amendments	As Amended
042-00-301-0-1000	CASH BALANCE FORWARD	\$ -	\$ (968,821)	\$ (968,821)
042-00-381-0-2000	CONTRIB FROM GENERAL	\$ 150,000	\$ (150,000)	\$ -
TOTAL REVENUES AMENDED:		\$150,000	-\$1,118,821	-\$968,821

8. That the expenditures of the City of Palatka Golf Course Fund Budget for the Fiscal Year 2011-2012 are amended as follows:

EXPENDITURES:

<u>Expenditure Number</u>	<u>Description</u>	Last Approved	Recommended Amendments	As Amended
042-24-572-9-9000	CONTINGENCY	\$ -	\$ (1,118,821)	\$ (1,118,821)
TOTAL EXPENDITURES AMENDED:		\$0	-\$1,118,821	-\$1,118,821

9. That the revenues of the City of Palatka Sanitation Fund Budget for the Fiscal Year 2011-2012 are amended as follows:

REVENUES:

<u>Revenue Number</u>	<u>Description</u>	Last Approved	Recommended Amendments	As Amended
043-00-364-0-4900	SURPLUS EQUIPMENT-SANITATION	\$ -	\$ 2,229	\$ 2,229
043-00-369-9-3000	INSURANCE CLAIMS-SANITATION	\$ -	\$ 6,673	\$ 6,673
TOTAL REVENUES AMENDED:		\$0	\$8,902	\$8,902

10. That the expenditures of the City of Palatka Sanitation Fund Budget for the Fiscal Year 2011-2012 are amended as follows:

EXPENDITURES:

<u>Expenditure Number</u>	<u>Description</u>	Last Approved	Recommended Amendments	As Amended
043-10-534-9-9000	CONTINGENCY	\$ 44,877	\$ 8,902	\$ 53,779
TOTAL EXPENDITURES AMENDED:		\$44,877	\$8,902	\$53,779



CITY ATTORNEY

*Agenda
Item*

3b



CITY COMMISSION AGENDA ITEM

SUBJECT: Resolution No. 9-51 authorizing the sale of Airport Property at 10 Kay Larkin Circle to RCH Manufacturing, Inc.; accepting the Terms and Conditions of FAA's October 19, 2012 Letter of Release of Grant Obligated Airport Property; and authorizing the execution and delivery of all documents and other actions as may be required to effectuate the sale and convey said real property to RCH Manufacturing, Inc.

DEPARTMENT: Admin/City Manager

ATTACHMENTS: Ordinance Resolution Motion
 Support Documents Other

SUMMARY: On October 11, 2011 the Commission declared 10 Kay Larkin Circle, real property located in the Airport Industrial Park, as surplus, and authorized Staff to seek proposals from individuals interested in purchasing the property. On December 16, 2011 the City released a Notice of Surplus Real Property Sale, and on January 16, 2012 the Commission awarded the sale of the property to RCH Manufacturing, Inc., based upon a proposal of \$62,500.00. Because this is FAA Grant Obligated Airport property, Staff sought and received a Letter of Release from FAA which authorizes the City to dispose of or sell this property for industrial purposes, as it is no longer needed for aeronautical purposes including noise buffer land or runway protection zone land. The FAA has determined that the release and sale of this land will not interfere with the operation maintenance or future development of the Airport.

In order to proceed with the sale of 10 Kay Larkin Circle and the conveyance of deed to RCH Manufacturing, Inc., the FAA Letter of Release must be executed and returned to FAA.

RECOMMENDED ACTION: Adopt Resolution 9-51 authorizing the execution of the FAA Letter of Release dated October 19, 2012 and authorizing the execution of all other documents as may be required to close the sale of this property.

DEPARTMENT HEAD	Submitted: M. Czymbor/B. Driggers	Date: 10/31/12
	Requested Agenda Consent	Date: 11/08/12
FINANCE DEPARTMENT	Budgeted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Date: 11/2/12
CITY ATTORNEY	Approved as to Form and Correctness	Date:
CITY MANAGER	Approved Agenda Item For: 	Date: 11/11/12

COMMISSION ACTION: Approved as Recommended Disapproved
 Approved With Modification Tabled To Time Certain
 Other

DISTRIBUTION: APT CA CC CM FIN FD P&C PD PLN S&S W&S WTP WWTP

RESOLUTION # 12 - 51

Entitled

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE SALE OF AIRPORT REAL PROPERTY LOCATED AT 10 KAY LARKIN CIRCLE AT PALATKA MUNICIPAL AIRPORT TO RCH MANUFACTURING, INC., PURSUANT TO THE RESULTS OF A REQUEST FOR PROPOSALS DATED DECEMBER 15, 2011; ACCEPTING THE TERMS AND CONDITIONS OF THE FEDERAL AVIATION ADMINISTRATION'S LETTER OF RELEASE OF GRANT OBLIGATED AIRPORT PROPERTY AT PALATKA MUNICIPAL AIRPORT DATED OCTOBER 19, 2012; AND AUTHORIZING THE EXECUTION AND DELIVERY OF ANY AND ALL DOCUMENTS AND OTHER ACTIONS THAT MAY BE REQUIRED TO EFFECTUATE THE SALE AND TO CONSUMMATE THE CONVEYANCE OF SAID REAL PROPERTY TO RCH MANUFACTURING, INC.

WHEREAS, Florida Statute 166.021 and Article 8, Section 2 of the Florida Constitution authorize a municipality to exercise any power for municipal purposes except as otherwise provided by law; and,

WHEREAS, among the powers which a municipality is authorized to exercise in accord with the statute and Constitutional provisions cited above is the transfer and conveyance of real property owned by the municipality, provided the transfer and conveyance serves the best interests of the municipality; and,

WHEREAS, the City of Palatka City Commission (The City) has determined that the improved Palatka Municipal Airport Federal Aviation Administration (FAA) Grant-Obligated Real Property known as 10 Kay Larkin Circle, as described in the attachment as Exhibit A, which lies within the boundaries of the City of Palatka, is not needed for City or aeronautical purposes including serving as noise buffer land or runway protection

zone land operation, maintenance or future development of Palatka Municipal Airport, and declared such property surplus during regular session on October 11, 2011; and

WHEREAS, RCH Manufacturing, Inc. submitted a proposal in accordance with the specifications pursuant to the City's Notice of Surplus Real Property at 10 Kay Larkin Circle, dated December 16, 2011, in the amount of \$62,500.00 for the purchase of said property; and

WHEREAS, during regular session on January 16, 2012 the Palatka City Commission awarded the sale of said real property at 10 Kay Larkin Circle to LCH Manufacturing, Inc. ; and

WHEREAS, the FAA's Airport Compliance Program requires certain assurances from Airport Owners/Sponsors who accept federal assistance through FAA Grant Agreements, and in the case of land no longer deemed necessary for aeronautical purposes, the FAA can grant an Airport Owner/Sponsor permission to release airport property from the terms, conditions and obligations of currently active FAA Grant Agreements, provided the release and use of such land for the stated purpose will not interfere with the operation, maintenance or future development of said Airport; and

WHEREAS, at the City's request, the FAA has submitted a Letter of Release dated October 19, 2012, herein attached as Exhibit "B," offering to Release 10 Kay Larkin Circle from the terms, conditions and obligations of currently active Grant Agreements between the FAA and the City of Palatka, in order to permit the City to dispose or sell said Airport Grant Obligated property for industrial purposes, provided the City accepts the conditions and premises of said Letter of Release; and

WHEREAS, the City has determined that the execution of the FAA Letter of Release will benefit and serve the best interests of the citizens of the City of Palatka, and desires to proceed with the sale of property and conveyance of the property to RCH Manufacturing, Inc. for industrial purposes.

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

SECTION I: That the transfer, sale and disposal of the parcel of Airport real property, as listed on the attachment entitled Exhibit "A," to RCH Manufacturing, Inc., for industrial purposes is hereby authorized;

SECTION IV: That the Mayor is hereby authorized to execute the Deed for transfer and conveyance of title of said parcel of real property to RCH Manufacturing, Inc.

SECTION III: That the City Manager and City Clerk are hereby authorized to execute and attest the FAA Letter of Release, dated October 19, 2012, attached hereto as Exhibit "B," accepting the Terms and Conditions of the FAA's release of grant-obligated airport real property at 10 Kay Larkin Circle, as well as all other documents not herein specifically stated which are necessary to effectuate the sale, transfer and conveyance of said real property.

SECTION III: That this Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the City of Palatka City Commission on this 8th day of November, 2012

CITY OF PALATKA

By: _____
Its **MAYOR**

ATTEST:

CITY CLERK

APPROVED AS TO FORM AND LEGALITY:

CITY ATTORNEY

EXHIBIT "A"

Property Description: 10 Kay Larkin Circle, Palatka FL

A part of Section 3, Township 10 South, Range 26 East, Putnam County, Florida, being more particularly described as follows:

For a Point of Reference commence at the southwesterly corner of said Section 3; thence N $00^{\circ}49'39''$ W, along the westerly line of said Section 3, a distance of 1364.61 feet; thence N $56^{\circ}54'45''$ E, a distance of 384.19 feet to the Point of Beginning; thence continue N $56^{\circ}54'45''$ E, a distance of 316.24 feet; thence N $34^{\circ}09'54''$ W, a distance of 207.16 feet; thence S $57^{\circ}09'41''$ W, a distance of 290.83 feet to a point on a curve concave northeasterly and having a radius of 125.00 feet; thence southeasterly along the arc of said curve a chord bearing of S $16^{\circ}01'42''$ E and a chord distance of 73.34 feet to the point of tangency of said curve; thence S $33^{\circ}05'15''$ E, a distance of 138.28 feet to the Point of Beginning. Containing 1.49 acres more or less.



U.S. Department
of Transportation
**Federal Aviation
Administration**

EXHIBIT "B"

Airports District Office
5950 Hazeltine National Drive, Ste.
400
Orlando, Florida 32822

October 19, 2012

RECEIVED
OCT 29 2012

Mr. Michael J. Czymbor, C.M.
Palatka City Manager
201 N. 2nd Street
Palatka, Florida 32177

BY:.....

Letter of Release
Grant Obligated Airport Property
10 Kay Larkin Circle
Palatka Municipal Airport

Dear Mr. Czymbor:

This is in response to your letter dated June 25, 2012, requesting that 10 Kay Larkin Circle, located on the Palatka Municipal Airport property, be released from the terms, conditions, and obligations of currently active Grant Agreements between the Federal Aviation Administration (FAA) and the City of Palatka. This land is shown as airport property on the current 'Exhibit A' Property Map.

The requested purpose of the release is to permit the Airport Owner to dispose or sell this property for industrial purposes.

We have concluded that this property, as described below, is no longer needed for an aeronautical purpose including serving as noise buffer land or runway protection zone land and that the release and use of such land for the stated purpose will not interfere with the operation, maintenance or future development of Palatka Municipal Airport.

Address: 10 Kay Larkin Circle, Palatka, Florida

Putnam County Parcel
Identification No.:
Legal Description:

Folio No. 03-10-26-0000-0010-0040
PT OF W1/2 OF SEC DESCRIBED IN EARL WALLACE
SURVEY (COPY IN FILE CARD) (GARDEL PARCEL)

By accepting this Letter of Release, the airport owner agrees to:

1. Ensure that they and their successors and assigns retain, for the use and benefit of the public, the right of flight for the passage of aircraft in the airspace above the surface of the subject property, the right for existing and future aircraft to generate noise in that airspace, and the right to use the airspace to land on or take off from the airport.
2. Ensure that they and their successors and assigns restrict the height of structures, objects of natural growth, and other obstructions on the subject property to such a height so as to comply with Federal Aviation Regulations, Part 77.
3. Ensure that they and their successors and assigns prevent any use of the subject property that would interfere with landing or taking off of aircraft at Palatka Municipal Airport or otherwise constitute an airport hazards, including wildlife hazards.
4. Retain or reserve necessary interests or rights to ensure that the subject property will only be used for purposes that are compatible with the noise levels generated by aircraft using the airport.
5. Deposit the net proceeds of the appraised Fair Market Value (FMV) of \$62,500 in an interest bearing account currently paying the highest interest rate immediately after consummation of the sale, where it shall remain until utilized for payment of an FAA approved use on eligible projects at Palatka Municipal Airport.
6. Maintain accurate records of the above listed expenditures in accordance with accepted business practices, and for three (3) years after the approved project is completed, keep the records open for inspection by the FAA at any time.
7. Update the Airport Layout Plan and Exhibit "A" Property Map to reflect the new airport boundaries.
8. Insure that they and their successors and assigns shall not permit/afford access from the subject property onto Palatka Municipal Airport property for aeronautical purposes.

In consideration of these premises, the FAA agrees to release the Airport Owner from the obligations, terms, and conditions of grant agreements as they may relate to the subject property. This release is effective on the date this agreement is signed by a representative of the Airport Owner.

Please indicate your acceptance of these conditions by signing and completing the bottom portion of this letter and the enclosed duplicate and returning one copy to our office.

Sincerely,



Juan C. Brown
Acting Manager

1 Enclosure

Accepted for City of Palatka

By: _____

Title: _____

Date: _____

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

City of Palatka
Office of the City Manager

To: Mayor Myers, Commissioners

From: Woody Boynton, City Manager

Date: January 18, 2012

RE: City Owned Warehouse Building at 10 Kay Larkin Circle

On December 15, 2011 the City of Palatka issued a Request for Proposals for the sale of property at 10 Kay Larkin Circle. This property is approximately a 1.49 acre parcel with an approximate 5,000 sq. ft. metal building. As the memo from John Youell indicates we have attempted to rent this property several times and have had difficulty in maintaining tenants as well as receiving rental income over the past 3 ½ years. I believe this to be true even prior to John being the Manager.

Prior to the issuing the request for proposals, we had inquiries from at least three individuals who had expressed interest in purchasing the property. This interest and subsequent request to surplus the property was provided in a memo to the Commission dated October 11, 2011.

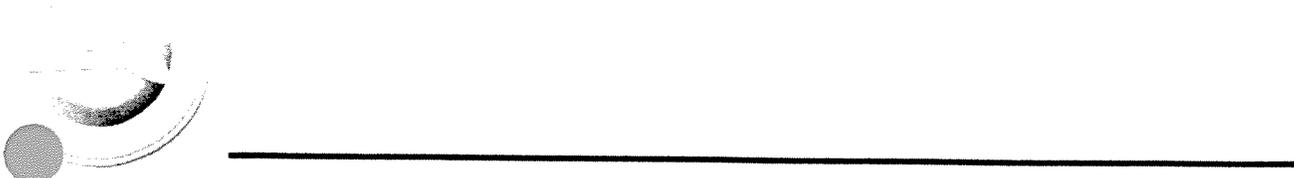
I will also note that we have not an appraisal conducted on the property but believe the property appraiser's estimation (attached) of the property to be fair evaluation. Any evaluation conducted would probably be equivalent too or slightly higher than what is listed by the property appraiser. In addition to the lack of renters and the cost to maintain the facility, the City pays roughly \$2,500 in taxes on this property.

Given that we have not had much if any interest in renting the property, given that the property requires constant maintenance and although the offer is less than the estimated appraised value both John and I believe the offer is fair considering the economic climate. We are also encouraged by RCH Manufacturing's intent to move and expand their business to the City of Palatka.

Therefore, we recommend the sale of the property to RCH Manufacturing.

Should you have any questions, please call.

*awarded 1-26-12 via consent
Don to handle closing*



January 18, 2012

John E. Youell, Airport Manager
4015 Reid Street
Palatka, FL 32177

Re: Recommendation to Accept Bid Offer for Sell Property and Building at 10 Kay Larkin Cr.

To: Palatka City Commission

Dear Commissioners,

Please accept my recommendation to accept the \$62,500 bid offer presented by Mr. Ron Holdum of RCH Manufacturing for the purchase of a 1.49 acre parcel and associated metal building located at 10 Kay Larkin Cr. The offer is in the \$70,000 dollar range that I was expecting and I consider the amount to be close enough to accept.

The 5,000 sq. ft. building is in fair condition and has been difficult to keep rented. The amount of money that would be needed to make the building appealing and entice a higher rent would be significant and even then I am not convinced it would rent for an amount we would consider appropriate. The property has been rented for only sixteen out of the forty-one months I have been associated with it and has brought in only \$14,014 in rent. I have shown the property many times only to have the potential renters fail to follow through with an offer.

For this reason, I am in favor of selling the property and building for the amount offered. If you have questions or need more information please contact me at _____ or call 329-0149.

Sincerely,

“Signed”

John E. Youell, Manager
Palatka Municipal Airport

Ken Mahaffey, CFC

2011 Real Estate

Constitutional Tax Collector Serving Putnam County, Fl

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS

CONTROL NUMBER	ESCROW	TAX DIST	UNPAID PRIOR YEAR(S) TAXES NOT INCLUDED IN THIS BILL
84829		10	

Parcel Number : 03-10-26-0000-0010-0040

PT OF W1/2 OF SEC DESCRIBED IN EARL WALLACE SURVEY(COPY IN FILE CARD) (GARDEL PARCEL)

CITY OF PALATKA
ATTN: C/O CITY HALL
201 N 2ND ST
PALATKA, FL 32177

AD VALOREM TAXES LOCATION: 10 KAY LARKIN CIR PALATKA FL 32177

RETURN THIS PORTION FOR YOUR RECORDS

TAXING AUTHORITY	ASSESSED VALUE	EXEMPTIONS	TAXABLE VALUE	MILLAGE RATE (Per \$1000 of taxable value)	TAXES LEVIED
PUTNAM COUNTY GENERAL FUND	100,662	0	100,662	8.5765	863.33
SCHOOL LOCAL REQUIRED EFFORT	100,662	0	100,662	5.2090	524.35
SCHOOL DISTRICT DISCRETIONARY	100,662	0	100,662	0.7480	75.30
SCHOOL DISTRICT CAPITAL OUTLAY	100,662	0	100,662	1.5000	150.99
CITY OF PALATKA	100,662	0	100,662	8.6500	870.73
ST. JOHNS RIVER WATER MANAGEMENT	100,662	0	100,662	0.3313	33.35

IMPORTANT MESSAGES:

- 1. ALL exemptions do not apply to all taxing authorities. For exemption/assessment questions, visit <http://www.putnam-fl.com/palookup/index.php?p=> or call the Property Appraiser at (386) 329-0286
- 2. For payment options, locations and information, visit <http://www.putnam-fl.com/txc/> or call the Tax Collector at (386) 329-0282

Tax Roll Certified 10/17/2011	TOTAL MILLAGE 25.01480	AD VALOREM TAXES	\$2,518.05
-------------------------------	------------------------	------------------	------------

NON AD VALOREM ASSESSMENTS

LEVYING AUTHORITY	RATE	AMOUNT

NON-AD VALOREM ASSESSMENTS	\$0.00
----------------------------	--------

COMBINED TAXES AND ASSESSMENTS	\$2,518.05
--------------------------------	------------

AMOUNT DUE IF POSTMARKED BY PLEASE PAY IN US FUNDS TO Putnam County Tax Collector * PO Box 1339 * PALATKA, FL 32178-1339

11/30/2011	12/31/2011	01/31/2012	02/29/2012	03/31/2012	April - Add'l fees due. See http://www.putnam-fl.com/txc/
\$2,417.33	\$2,442.51	\$2,467.69	\$2,492.87	\$2,518.05	

Ken Mahaffey, CFC
Constitutional Tax Collector Serving Putnam County, Fl
<http://www.putnam-fl.com/txc/>

2011 NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS
TAXES BECOME DELINQUENT APRIL 1ST

CONTROL NUMBER	ESCROW	TAX DIST	UNPAID PRIOR YEAR(S) TAXES NOT INCLUDED IN THIS BILL
84829		10	

AMOUNT DUE IF POSTMARKED BY PLEASE PAY IN US FUNDS TO Putnam County Tax Collector * PO Box 1339 * PALATKA, FL 32178-1339

11/30/2011	12/31/2011	01/31/2012	02/29/2012	03/31/2012	April - Add'l fees due. See http://www.putnam-fl.com/txc/
\$2,417.33	\$2,442.51	\$2,467.69	\$2,492.87	\$2,518.05	

Parcel Number : 03-10-26-0000-0010-0040

PT OF W1/2 OF SEC DESCRIBED IN EARL WALLACE SURVEY(COPY IN FILE CARD) (GARDEL PARCEL)

CITY OF PALATKA
ATTN: C/O CITY HALL
201 N 2ND ST
PALATKA, FL 32177

LOCATION:10 KAY LARKIN CIR PALATKA FL 32177

**** TAXES ARE PAID. FOR YOUR RECORDS ONLY ****

12011084829000002518050010310260000001000405

RETURN THIS PORTION WITH YOUR PAYMENT



DATE: January 11, 2012

DUNS: 83060932

CAGE: 5HPW4

Your 1-Stop Shop for All E-28 Arresting Gear

City of Palatka
201 N. 2nd Street
Palatka, Florida 32177
ATTN: City Clerk

RCH Manufacturing is looking to move and expand our business to a more friendly and business oriented community. RCH Manufacturing is already using local business in Putman county, for the past eighteen months; from manufacturing all engines and speed reducer covers, to sand- blasting, painting large military items. After researching the North Florida area for the past three months, RCH Manufacturing is considering 10 Kay Larkin Circle and the City of Palatka for our home office and production and assembling our products including our New pretension warning light for the United States Military. For the past year RCH Manufacturing has been using Muilt-Metals, a local business located at 12 Kay Larkin circle for manufacturing our parts. With direct purchasing over 35% of our manufacturing parts for the United States Military comes from Mult-Metals next door and we will increase that to 45-50% this year alone for stocking the United States military supply system and military bases all over the world.

RCH Manufacturing will continue to increase and produce parts to the U.S. Military mostly due to a service changes on the gear that is in place all over the world. RCH Manufacturing flagship item, "E-28 Pretension Warning Light" Which has a U.S. patent for its green technology, low power consumption and L.E.D. lights. This light a safety item service change for the United States Military that has started in December 2011. RCH Manufacturing is the sole source provider of this light. This light has been tested for the past three years at NAVAIR Lakehurst New Jersey.

RCH Manufacturing will supply the L.E.D. lights, new housing and all hardware for the service changes. That is just one of our products we have in the works for the United States Military. With RCH Manufacturing expanding in service, parts and replacement for the current gear, we have established customers on U.S. bases all over the world.

RCH Manufacturing was founded 2009 by Ronnie C. Hildum, retired supervisor of the Florida base Voyage Repair Team, Which is the government Navy Tiger Team formed to provide immediate response to aircraft launch and recovery equipment issues. Upon his retirement from the federal service, RCH Manufacturing was formed to meet the needs found in shore based arresting gear equipment world. Many parts and components are not supported by the Navy stock system and Ronnie Hildum's Voyage Repair Team use to overhaul and manufacture many of those parts during his years leading the Voyage repair Team. The realignment of the Navy has altered its mission and left a void in the "E-28" world now being filled by RCH Manufacturing.

RCH Manufacturing is proposing a package deal with the purchase of the following real property and building, located at 10 Kay Larkin Circle, Palatka Florida Parcel #03-10-26-0000-0010-0040.

1. To relocate RCH Manufacturing home office, equipment, parts and future hiring of local personnel to the above location.
2. To purchase said property from the City of Palatka for the said amount of six two thousand, five hundred dollars (62,500.00) with the intent of remolding all interior spaces, pressure washing and painting the outside and future property of expanding nearby.

RCH Manufacturing guarantees the above funds with a letter from the local Vystar bank in twenty four hours of the acceptance of our bid. RCH Manufacturing will begin site work immediately after closing and occupy the building when the building is brought to code.

CC. RCH Legal
REH



President/Owner 01/12/2012

"Specializing in procurement and manufacturing of products for the United States Military"

RCH Manufacturing LLC 1091 Little Ruth Road, Green Cove Springs, Florida 32043 (904) 219.7325 Fax (904) 406.0068 ronhildum@comcast.net



P.O. Box 45085 Jacksonville, Florida 32232-5085 • (904) 777-6000 or 1-800-445-6289 • www.vystarcu.org

January 12, 2012

To City of Palatka,

As of January 12, 2012 Ronnie Hildum from RCH Manufacturing has available funds of \$62,500.00.

Sincerely,

Pamela Davis

Member Relationship Specialist

Legal Advertisement

NOTICE OF SURPLUS REAL PROPERTY SALE

The City of Palatka will receive sealed Proposals for the purchase of the following surplus Real Property: A 1.49 acre fenced, improved lot with a 4,405 square foot metal commercial/industrial use building located at 10 Kay Larkin Circle, Palatka, Florida, Parcel #03-10-26-0000-0010-0040. The property and improvements are being offered for sale AS IS and the City makes no representations concerning their condition. . The property is zoned for commercial/industrial use and is located in the City's industrial park.

Sealed proposal must be received before 3:00 p.m. on January 17, 2012 and clearly marked "Airport Property Proposal" on the outside of the envelope. Proposals can be mailed or delivered to City of Palatka, ATTN: City Clerk, 201 N. 2nd Street, Palatka, Florida, 32177.

For more information regarding this property, contact John Youell, Airport Manager, at 386-329-0178, or by e-mail at jyouell@palatka-fl.gov. The City of Palatka reserves the right to accept or reject any proposal.

Run Date: Friday, Dec. 16, 2011

Proof of Publication Requested

Fax editing proof with cost of advertisement to 329-0199, ATTN: Betsy Driggers
201 N. 2nd Street, Palatka FL 32177
ph 329-0100; fax 329-0106

*Agenda
Item*

3c



CITY COMMISSION AGENDA ITEM

SUBJECT: Appointment of 2012-13 Citizens Advisory Task Force

DEPARTMENT: Admin/Clerk

ATTACHMENTS: ___ Ordinance ___ Resolution ___ Motion
___ Support Documents X Other - Applications

SUMMARY: At the 11/08/12 City Commission meeting a public hearing will be held on the 2012-13 CDBG application cycle for the Economic Development category. As part of the application process, a Citizens Advisory Task Force (CATF) must be in place and conduct a meeting in order to provide the City Commission with a recommendation on the submission of an application, prior to the City's second public hearing for this application cycle.

It has been the practice of the Commission to reappoint members of past Task Forces whenever possible. Staff recommends reappointment of Sgt. Larry Beaton and Dr. Richard Perallon, who were both members of the 2010-11 CATF. Staff also recommends the appointment of Mariett "Ann" Keys, David Franke and Wanda Brown (see their applications attached). All of these proposed members live inside the City Limits, are available for meetings, and are eligible for appointment to this Task Force. Commissioner Kitchens serves as Task Force Liaison on behalf of the City Commission.

RECOMMENDED ACTION: Appoint Larry Beaton, Wanda Brown, David Franke, Ann Keys and Dr. Richard Perallon as citizen members, and Commissioner Allegra Kitchens, Liaison, as the Citizens Advisory Task Force for the 2012-13 Community Development Block Grant Cycle.

DEPARTMENT HEAD Submitted: Betsy Driggers Date: 10-26-12
Requested Agenda: Consent Date: 11-08-12
FINANCE DEPARTMENT Budgeted ___ Yes ___ No [initials] Date: 11/2/12
CITY ATTORNEY Approved as to Form and Correctness Date:
CITY MANAGER Approved Agenda Item For: [signature] Date: 11/1/12

COMMISSION ACTION: ___ Approved as Recommended ___ Disapproved
___ Approved With Modification ___ Tabled To Time Certain
___ Other

DISTRIBUTION: ___ APT ___ CA ___ CC ___ CM ___ FIN ___ FD ___ P&C ___ PD ___ PLN ___ S&S ___ W&S ___ WTP ___ WWTP

VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

EGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



MICHAEL J. CZYMBOR
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT

DONALD E. HOLMES
CITY ATTORNEY

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

CITY OF PALATKA ADVISORY BOARD APPLICATION

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

APPLICANT: Wanda W. BROWN (Must be at least 18 yrs. old)
Residence 1102 N 18th St Palatka Phone: 321 202 1589
(911 Address) 1102 N 18th 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: 1102 N. 18th St.

E-mail: Wandab579@gmail.com Daytime Phone: 321 202 1589

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

30yrs - State of Florida - Dept. of Children & Families
Retired - program manager
10yrs - Transportation disadvantaged board of Putnam Co.
Attended Florida A+M Univer. AA degree

OTHER COMMENTS OR INFORMATION:

Time to serve, available to attend meetings
Resident 50yrs.

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.

Wanda W Brown 10/30/12
SIGNATURE OF APPLICANT DATE

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

VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALEEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



MICHAEL J. CZYMBOR
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT

DONALD E. HOLMES
CITY ATTORNEY

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

CITY OF PALATKA ADVISORY BOARD APPLICATION

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

APPLICANT: DAVID FRANKÉ (Must be at least 18 yrs. old)

Residence (911 Address) 521- KIRBY ST., PALATKA, 32177 Phone: 326-1328
Fax: _____

Business Name & Address Home Depot 417- Hwy 19 no. Phone: 325-5857
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: 521- KIRBY ST. 32177

E-mail: DFRANKE 83 @YAHOO.COM Daytime Phone: 326-1328

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

BEEN VICE PRESIDENT So. HISTORIC DISTRICT, OVERSEEING HAMMOCK HAMMOCK HALL COMMIT CENTER PROJECT, AND ON CODE ENFORCEMENT BOARD PREVIOUSLY.
WILLING TO SERVE. I CAN ATTEND MEETINGS

OTHER COMMENTS OR INFORMATION:

ARTIST & Design BACK GROUND, AND FINANCE BACKGROUND.

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] 11/1/11
SIGNATURE OF APPLICANT DATE

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

VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALEEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



MICHAEL J. CZYMBOR
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT

DONALD E. HOLMES
CITY ATTORNEY

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

CITY OF PALATKA ADVISORY BOARD APPLICATION

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

APPLICANT: Marriet Ann Keys (Must be at least 18 yrs. old)
Residence 1801 Napoleon ST Palatka Phone: 386 325-8846
(911 Address) 1801 Napoleon 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: Same

E-mail: AKeys@bellsouth.net Daytime Phone: 386 325-8846
or akeys-75@kindle.com

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

ST. Johns River Water Management District 27 years - retired
DATA Management Specialist II Dept. Permit DATA Services

Palatka Weed & Seed Steering Committee - Chairwoman - 4 years
NEAD - Neighborhood Economic and Development Board 1-year

OTHER COMMENTS OR INFORMATION:

Registered as a Day Care Provider with DCF 15 years
Completed classes with the PPD - Citizens on Patrol
PPD - Partnership Program

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.

M. Ann Keys 10/26/12
SIGNATURE OF APPLICANT DATE

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

*Agenda
Item*

3d



CITY COMMISSION AGENDA ITEM

SUBJECT: Memorandum of Voting Conflict – Commissioner James Norwood
October 25, 2012 Agenda Items No. 6, No. 7, & vote to Reconsider No. 6

DEPARTMENT: Admin/Clerk

ATTACHMENTS: Ordinance Resolution Motion
 Support Documents Other Form

SUMMARY: Florida law requires elected or appointed officials serving on boards or commissions to file a Form 8B, Memorandum of Voting Conflict, when that official is presented with a voting conflict of interest under Section 112.3143, Florida Statutes. This form must be filed with the Clerk within 15 days of the declaration of conflict and entered into the record of the meeting.

Commissioner Norwood declared the appearance of a voting conflict of interest because he is an employee of G-P, and recused himself from discussion and voting on Items 6 and 7 of the October 25, 2012 regular meeting. During Commissioner Comments a motion was made to reconsider the vote on Agenda Item #6, and he also recused himself from that vote due to his prior declaration on that item.

RECOMMENDED ACTION: Incorporate this form into the minutes of the meeting.

DEPARTMENT HEAD Submitted: B. Driggers Date: 10/29/12
Requested Agenda Consent Date: 11/08/12

FINANCE DEPARTMENT Budgeted Yes No N/A Date: 11/2/12

CITY ATTORNEY Approved as to Form and Correctness Date:

CITY MANAGER Approved Agenda Item For: [Signature] Date: 11/2/12

COMMISSION ACTION: Approved as Recommended Disapproved
 Approved With Modification Tabled To Time Certain
 Other

DISTRIBUTION: APT CA CC CM FIN FD P&C PD PLN S&S W&S WTP WWTP

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, James Norwood, Jr., hereby disclose that on October 25, 2012, 20 :

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of Georgia Pacific Corporation, who employes me. ~~by whom I am retained;~~ ~~or~~
- inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

- *Agenda Item 6: Planning Board Recommendation to amend Zoning Code Section 94-152 to add certain conditional uses to Recreation and Open Space (ROS) Zoning Districts - 1st Reading of an Ordinance
*Also Subsequent vote to reconsider the vote on Item #6
- *Agenda Item No. 7 - Planning Board Recommendation to amend the zoning on 301 River Street from DR (Downtown Riverfront) to ROS (Recreation & Open Space) - 1st Reading of an Ordinance

I am employed by Georgia-Pacific Corporation. Georgia-Pacific Corp. has entered into a Memorandum of Understanding with the City of Palatka to allow the construction of an Environmental Education Center on property affected by these changes.

Nov. 2, 2012
Date Filed

[Signature]
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

Agenda Item

4



CITY COMMISSION AGENDA ITEM

SUBJECT: First Public Hearing – CDBG Application Cycle 2012-13

DEPARTMENT: Administration

ATTACHMENTS: Ordinance Resolution Motion
 Support Documents Other

SUMMARY: The City of Palatka is considering applying for CDBG funds of up to \$750,000.00. At this time, the City is only eligible to apply in the Economic Development category. A public hearing to receive citizen views concerning the community's economic and community development needs is required in order to develop an application for submission to the Florida Department of Economic Opportunity. Jonathan Griffith, Project Manager, and Fred Fox, who has coordinated grants for the City in the past, will be present to conduct this Public Hearing.

RECOMMENDED ACTION: Conduct the First Public Hearing on the City's intent to apply to the Florida Department of Economic Opportunity (DEO) for a Small Cities Community Development Block Grant (CDBG) of up to \$750,000.00 in the Economic Development category.

DEPARTMENT HEAD Submitted: B. Driggers Date: 10/26/12
Requested Agenda Regular Date: 11/08/12

FINANCE DEPARTMENT Budgeted Yes No N/A *AK* Date: 11/2/12

CITY ATTORNEY Approved as to Form and Correctness Date:

CITY MANAGER Approved Agenda Item For: *(Signature)* Date: 11/1/12

COMMISSION ACTION: Approved as Recommended Disapproved
 Approved With Modification Tabled To Time Certain
 Other

DISTRIBUTION: APT CA CC CM FIN FD P&C PD PLN S&S W&S WTP WWTP

FIRST PUBLIC HEARING NOTICE

The City of Palatka is considering applying to the Florida Department of Economic Opportunity (DEO) for a Small Cities Community Development Block Grant (CDBG) of up to Seven Hundred Fifty Thousand Dollars (\$750,000.00). These funds must be used for one of the following purposes:

1. To benefit low and moderate income persons;
2. To aid in the prevention or elimination of slums or blight; or
3. To meet other community development needs of recent origin having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and where other financial resources are not available to meet such needs.

The categories of activities for which these funds may be used are in the areas of housing, neighborhood revitalization, commercial revitalization, or economic development and include such improvement activities as acquisition of real property, loans to private-for-profit business, purchase of machinery and equipment, construction of infrastructure, rehabilitation of houses and commercial buildings, and energy conservation. Additional information regarding the range of activities that may be undertaken will be provided at the public hearing. For each activity that is proposed, at least 70% of the funds must benefit low and moderate income persons.

In developing an application for submission to DEO, the City of Palatka must plan to minimize displacement of persons as a result of planned CDBG activities. In addition, the City of Palatka is required to develop a plan to assist displaced persons.

A public hearing to receive citizen views concerning the community's economic and community development needs will be held at the City of Palatka City Hall located at 201 North Second Street, Palatka, Florida on Thursday, November 8, 2012, at 6:00 p.m. or as soon thereafter as possible. For information concerning the public hearing contact: Betsy Driggers, City Clerk, City of Palatka, 201 North 2nd Street, Palatka, Florida 32177. Telephone # (904) 329-0100.

The public hearing is being conducted in a handicapped accessible location. Any handicapped person requiring an interpreter for the hearing impaired or the visually impaired should contact Ms. Driggers at least five calendar days prior to the meeting and an interpreter will be provided. Any non-English speaking person wishing to attend the public hearing should contact Ms. Driggers at least five calendar days prior to the meeting and a language interpreter will be provided. Any handicapped person requiring special accommodation at this meeting should contact Ms. Driggers at least five calendar days prior to the meeting.

A Fair Housing/Equal Opportunity/Handicap Accessible Jurisdiction.

NEWS TRAVEL
11-1-12

*Agenda
Item*

5



CITY COMMISSION AGENDA ITEM

SUBJECT: Resolution No. 9-52 amending the membership of the Golf Course Advisory Board

DEPARTMENT: Admin/City Manager

ATTACHMENTS: ___ Ordinance ___ Resolution ___ Motion ___ Support Documents ___ Other

SUMMARY: The Golf Course Advisory Board has been "inactive" for the past two years. I would like to reactivate this Board so that it can make recommendations to the City Manager and Commission regarding the golf course.

I am requesting that the Commission revise the make-up of the Golf Course Advisory Board from six regular members to five regular members, with one member to be appointed by the City Commission, two members to be appointed from the Men's Golf Association, and two members to be appointed from the Women's Golf Association. The Golf Course Manager/Pro will serve as Advisor to this Board.

RECOMMENDED ACTION: Adopt Resolution 9-52 amending the membership of the Golf Course Advisory Board to five (5) members; one appointed by the Commission, two appointed by the Men's Golf Association, and two appointed by the Women's Golf Association.

DEPARTMENT HEAD Submitted: M. Czymbor Date: 11-1-12 Requested Agenda Regular Date: 11-8-12

FINANCE DEPARTMENT Budgeted ___ Yes ___ No [check] N/A Date: 11/2/12

CITY ATTORNEY Approved as to Form and Correctness Date:

CITY MANAGER Approved Agenda Item For: [signature] Date: 11/2/12

COMMISSION ACTION: ___ Approved as Recommended ___ Disapproved ___ Approved With Modification ___ Tabled To Time Certain ___ Other

DISTRIBUTION: ___ APT ___ CA ___ CC ___ CM ___ FIN ___ FD ___ P&C ___ PD ___ PLN ___ S&S ___ W&S ___ WTP ___ WWTP

RESOLUTION NO. 9 - 52

Entitled

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, AMENDING THAT CERTAIN RESOLUTION NO. 2-35, ADOPTED JULY 26, 1979 ESTABLISHING THE MUNICIPAL GOLF COURSE ADVISORY BOARD.

WHEREAS, the City of Palatka, by Resolution 7-118, adopted January 22, 2004, amended Resolution 2-35 adopted July 26, 1979 establishing the Municipal Golf Course Advisory Board; and

WHEREAS, the City Commission now wishes to further amend said Resolution No. 2-35 and the applicable portion of Resolution No. 7-118.

NOW, THEREFORE, be it resolved by the City Commission of the City of Palatka, Florida, as follows:

1. Paragraph 2 of the above Resolution(s) is amended to read as follows:

The Board shall consist of (5) members appointed by the City Commission, who shall be appointed as follows:

One (1) Member appointed by the City Commission, who shall serve three (3) year terms, commencing January, 2012; and

Two (2) Members of the Men's Golf Association who shall be appointed annually. One member shall be chosen by the membership, and one member shall be the President of the Men's Golf Association or his designee; and

Two (2) Members of the Women's Golf Association who shall be appointed annually. One member shall be chosen by the membership, and one member shall be the President of the Women's Golf Association or her designee.

The Golf Course Manager/Pro shall serve as an advisor to the Board.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 8th day of November, 2012.

CITY OF PALATKA

*Agenda
Item*

6



CITY COMMISSION AGENDA ITEM

SUBJECT: TRANSMITTAL OF FUTURE LAND USE MAP AMENDMENT FOR MULTIPLE PROPERTIES ALONG ZEAGLER DRIVE

DEPARTMENT: BUILDING AND ZONING

ATTACHMENTS: [X] Ordinance [] Resolution [] Motion [X] Support Documents [] Other

SUMMARY:

Administrative request for large-scale amendment of Comprehensive Plan Future Land Use Map (FLUM) from Residential, High to Commercial for multiple developed properties on Zeagler Drive, including Putnam County Medical Center and medical clinics. These uses are not conforming to the current residential FLUM category. This is a housekeeping measure with a companion rezoning for properties that are now in the R-3 (Multi-family residential) zoning district, with the change assigning them the C-1 (General Commercial) zoning district.

Planning Board recommended approval at their September 4, 2012 meeting. The Planning Board added 201 Zeagler Drive to the list of properties to be included with the amendment at the request of the property owner (the advertisement included this property but the staff report did not because the property owner originally opted out).

RECOMMENDED ACTION:

Transmit Future Land Use Map amendment to state agencies for review

DEPARTMENT HEAD Submitted: Thad Crowe Date: 9/13/2012 Requested Agenda Thad Crowe Date: 9/13/2012

FINANCE DEPARTMENT Budgeted [] Yes [] No [X] N/A Date: 11/2/12

CITY ATTORNEY Approved as to Form and Correctness Date:

CITY MANAGER Approved Agenda Item For: [Signature] Date: 10/29/12

COMMISSION ACTION: [] Approved as Recommended [] Disapproved [] Approved With Modification [] Tabled To Time Certain [] Other

DISTRIBUTION: [] APT [] CA [] CC [] CM [] FIN [] FD [] P&C [] PD [] PLN [] S&S [] W&S [] WTP [] WWTP

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

ORDINANCE NO. 12 -

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 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS 201 ZEAGLER DRIVE; THE FRONT PORTION OF 414 ZEAGLER DRIVE EXTENDING BACK AND WEST 275 FEET FROM THE EAST PROPERTY LINE; 520, 524, 530, AND 610 ZEAGLER DRIVE AND PARCEL BEHIND IT; 611 AND 613 ZEAGLER DRIVE; AND 6541 ST. JOHNS AVENUE, FROM RH (RESIDENTIAL, HIGH DENSITY) TO COM (COMMERCIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Subsection 163.3184(3), Florida Statutes, as amended, provides for the amendment of an adopted comprehensive plan, and

WHEREAS, Section 163.3184(3)(b)1., Florida Statutes, as amended, provides that the City Commission may transmit the proposed amendment ordinances 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 163.3184(3)(b)2., Florida Statutes, as amended, provides that state agencies, in response to the City's transmittal, shall provide comments to the City of Palatka regarding adverse impacts on important state resources and facilities by the amendments, and

WHEREAS, the City Commission properly transmitted this amendment at their September 27, 2012 meeting to state agencies and did not receive adverse comments from said agencies, and

WHEREAS, Section 163.3184(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,

WHEREAS, the Planning Board conducted a public hearing on September 4, 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 Map designation of the parcels 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 Future Land Use</u>	<u>Amended Future Land Use</u>
10-10-26-0000-0200-0010 (includes 613 Zeagler Drive on east side of Zeagler and 250-foot depth frontage along 414 Zeagler on west side of Zeagler Drive)	29.34	Residential, High	Commercial
10-10-26-0000-0200-0012	0.5	Residential, High	Commercial
10-10-26-0000-0200-0017	1.08	Residential, High	Commercial
10-10-26-0000-0200-0016	1.0	Residential, High	Commercial
10-10-26-0000-0200-0100	1.08	Residential, High	Commercial
10-10-26-0000-0200-0014	0.4	Residential, High	Commercial
10-10-26-0000-0200-0013	0.5	Residential, High	Commercial
10-10-26-0000-0200-0040	4.75	Residential,	Commercial

High

10-10-26-0000-0200-0001 2.92 Residential, Commercial
High

DESCRIPTION OF PROPERTIES:

SW1/4 OF NW1/4 OF MCLAURY S/D (EX OR329 P389 OR341 P409 OR341
P1089 OR369 P1981 OR409 P1474 OR560 P396 OR639 P1697 OR881 P145
OR1071 P1698) - (EXCLUDING REAR PORTION OF 414 ZEAGLER DRIVE
THAT IS MORE THAN 250 FEET WEST OF THE EAST PROPERTY LINE
RUNNING ALONG ZEAGLER DRIVE)
(10-10-26-0000-0200-0010 / 414, 611, and 613 ZEAGLER DRIVE)
PT OF SW1/4 OF SW1/4 OF NW1/4 OR341 P1089
(10-10-26-0000-0200-0012 / 610 ZEAGLER DRIVE)
PT OF SW1/4 OF NW1/4 OR602 P1956 (SUBJECT TO CLAY ELECT ESMT
OR1139 P1925)
(10-10-26-0000-0200-0017 / PARCEL TO REAR OF 610 ZEAGLER DRIVE)
PT OF SW1/4 OF NW1/4 OR560 P396
(10-10-26-0000-0200-0016 / 600 ZEAGLER DRIVE)
PT OF SW1/4 OF NW1/4 OR639 P1697
(10-10-26-0000-0200-0100 / 530 ZEAGLER DRIVE)
PT OF NE1/4 OF SW1/4 OF NW1/4 OR407 P1124
(10-10-26-0000-0200-0014 / 524 ZEAGLER DRIVE)
PT OF NW1/4 OF SW1/4 OF NW1/4 OR369 P1981 (EX OR407 P1124)
(10-10-26-0000-0200-0013 / 520 ZEAGLER DRIVE)
PT OF NW1/4 OF NW1/4 OR377 P1961
(10-10-26-0000-0200-0040 / 201 ZEAGLER DRIVE)
N1/2 OF NE1/4 OF NW1/4 OF NW1/4 S OF ST JOHNS AVE +E OF ZEAGLER
DR (EX OR438 P1287)
(10-10-26-0000-0200-0001 / 6541 ST JOHNS AVENUE)
N1/2 OF NE1/4 OF NW1/4 OF NW1/4 S OF ST JOHNS AVE +E OF ZEAGLER
DR (EX OR438 P1287)

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 10th day of January, 2013.

CITY OF PALATKA

By: _____
Its Mayor

ATTEST:

City Clerk

Amend FLUM from RH to COM Rezone from R-3 to C-1

Properties adjacent to Zeagler Drive, north of Crill Avenue
Applicant: Building & Zoning Dept.

STAFF REPORT

DATE: August 28, 2012

TO: Planning Board members

FROM: Thad Crowe, AICP
Planning Director

APPLICATION REQUEST

To amend FLUM from RL (Residential, Low) to COM (Commercial). Public notice included newspaper advertisement, property posting, and letters to nearby property owners (within 150 feet).

APPLICATION BACKGROUND

The application includes multiple properties on Zeagler Drive, including the Putnam Community Medical Center and other already-developed medical-related properties. For unknown reasons and many years ago, these properties were assigned residential land use map and zoning categories. While it is true that medical clinics and offices are allowed in the R-3 zoning district as conditional uses, these properties do not have approved conditional uses and in any case, nonresidential uses are not allowed in the RH land use category, as noted by the statement that "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."

The table below shows subject sites and surrounding property use classifications (see also attached maps).

Table 1: Use Classifications

	Actual Use	FLUM	Zoning
Sites	Medical clinics and offices	RH (Residential, High)	R-3 (Multi-family Residential)
North	Undeveloped Medical clinics and offices	COM (Commercial) RH (Residential, High)	R-3 (Multi-family Residential) C-1A (Neighborhood Commercial)
South	Undeveloped Medical clinics and offices	COM (Commercial)	C-1A (Neighborhood Commercial) C-2 (Intensive Commercial)
West	Undeveloped Single-family subdivision	RL (Residential, Low) RH (Residential, High)	R-1 (Single-family Residential) R-3 (Multi-family Residential)
East	Undeveloped Apartments	COM (Commercial) RH (Residential, High) County US (Urban Service)	R-3 (Multi-family Residential) C-1A (Neighborhood Commercial)

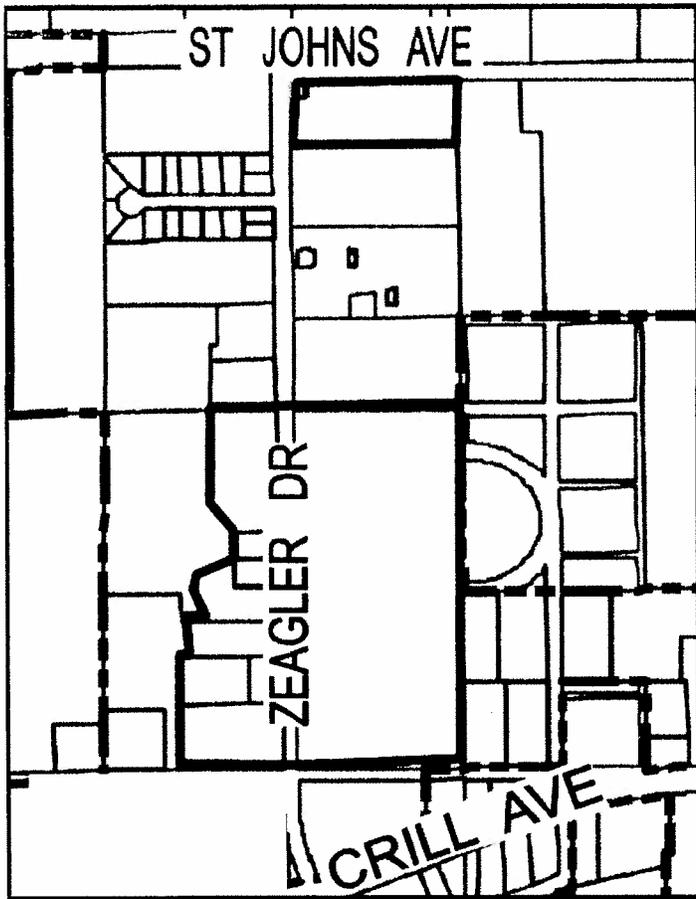


Figure 1: Location of Subject Properties



Figure 2: 530 Zeagler Dr.



Figure 3: 610 & 600 Zeagler Dr.



Figure 4: Putnam Community Medical Center

PROJECT ANALYSIS

Future Land Use Analysis

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

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

Staff comment: the application is not in conflict with goals, objectives, and policies of the Comprehensive Plan.

Provide analysis of the availability of facilities and services.

Staff comment: The subject properties are in close proximity to a range of urban services and infrastructure, including water and sewer.

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

Staff comment: All properties are already developed. The properties are not in a floodplain, and in fact are well-drained with sandy soils.

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

Staff comment: 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.*

Staff comment: Development along Zeagler Dr. includes a wide array of land uses including single-family residential, multi-family residential, and medical offices and clinics. The predominant activity is medical-related uses.

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

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

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

Staff comment: The Zeagler Drive properties form a distinct medical hub and do not represent isolated or strip development.

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

Staff comment: The area is urbanized and not agricultural.

- *Development that fails to maximize use of existing and future public facilities and services.*

Staff comment: These properties are 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.*

Staff comment: Given their location with an urban service area, these properties are efficiently served.

- *Development that fails to provide a clear separation between rural and urban uses.*

Staff comment: The properties are within an urban area.

- *Development that discourages or inhibits infill development and redevelopment.*

Staff comment: the proposed commercial designation will in fact encourage infill development.

- *Development that fails to encourage a functional mix of uses.*

Staff comment: the proposed commercial designation allows for a wide variety of uses.

- *Development that results in poor accessibility among linked or related land uses.*

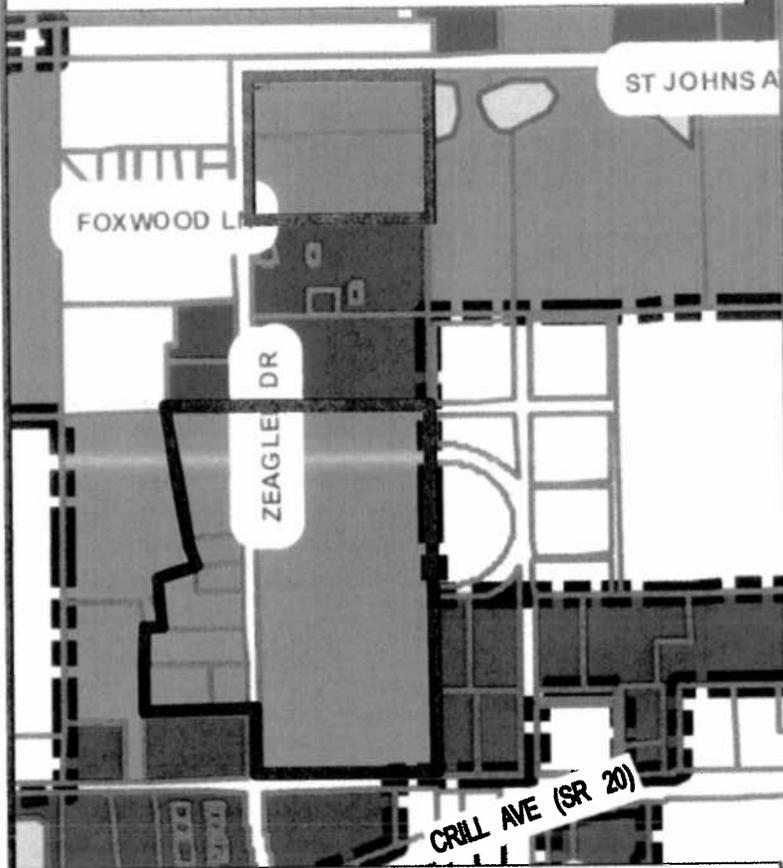
Staff comment: The proposed amendment would not result in poor accessibility between vicinity land uses.

STAFF RECOMMENDATION

As demonstrated in this report, this application meets applicable future land use amendment criteria. Staff recommends approval of Case 12-47: amendment of future land use map category from RH to COM for 414, 520, 524, 530, 610 and parcel behind it, 611, and 613 Zeagler Drive and also 6541 St. Johns Avenue.; and rezoning from R-3 to C-1 for 414, 520, 524, and 530 Zeagler Drive.

ATTACHMENTS: FLUM AND ZONING MAPS

FUTURE LAND USE MAP (CURRENT)



CITY OF PALATKA
ZEAGLER DRIVE
FUTURE LAND USE
MAP AMENDMENT

RL



RH



COM

FUTURE LAND USE MAP (PROPOSED)



*Agenda
Item*

7



CITY COMMISSION AGENDA ITEM

SUBJECT: 1ST READING ANNEXATION AND REZONING OF MULTIPLE PROPERTIES (WITH ANNEXATION AGREEMENTS)

DEPARTMENT: BUILDING AND ZONING

ATTACHMENTS: Ordinance Resolution Motion
 Support Documents Other

SUMMARY:

This is an administrative request on behalf of the property owners with properties covered by annexation agreements and determined at this time to be contiguous to the city limits. There is a companion Future Land Use Map amendment for the properties to be considered at the December 13, 2012 meeting.

The Planning Board recommended approval of this item at their October 2, 2012 meeting.

RECOMMENDED ACTION:
Approval

*Pass on First reading - 2nd reading
Sched 12-13-12*

DEPARTMENT HEAD Submitted: Thad Crowe Date: 10/11/2012
Requested Agenda Regular Date: 11/8/2012

FINANCE DEPARTMENT Budgeted Yes No N/A *ML* Date: 11/2/12

CITY ATTORNEY Approved as to Form and Correctness Date:

CITY MANAGER Approved Agenda Item For: *(Signature)* Date: 11/11/12

COMMISSION ACTION: Approved as Recommended Disapproved
 Approved With Modification Tabled To Time Certain
 Other

DISTRIBUTION: APT CA CC CM FIN FD P&C PD PLN S&S W&S WTP WWTP

This instrument prepared by:
Thad Crowe, AICP
City of Palatka
201 N. 2nd St.
Palatka, FL 32177

ORDINANCE NO. 12 -

AN ORDINANCE OF THE CITY OF
PALATKA, FLORIDA ANNEXING INTO THE
CORPORATE LIMITS OF THE CITY OF
PALATKA, FLORIDA CERTAIN ADJACENT
TERRITORY CONTIGUOUS TO THE
BOUNDARIES OF THE CITY OF PALATKA;
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 City of Palatka Building and Zoning Department on behalf of the following owners of said properties: 1107 Old Jacksonville Road: Bernice Baker Life Estate; 2806 Lane Street: Dexter T. Fields and Latoya G. Williams; 3205 St. Johns Avenue: Margaret S. Goodin and Joy T. Kersey; 3321 Weaver Road: Glenda Alvarez; 209 Bates Avenue: Rufus Borom and L. Tracy Borom; 3435 Crill Avenue: College Park Baptist Church, Inc., c/o Paul Shaw, Trustee; 2407 Tommy Avenue: Sandra T. Jackson; 410 Mission Road: Fred Wayne Yarborough and Kimberly B. Yarborough; 311 Poinsetta Avenue: Suzanne M. Grimes for certain amendments to the Official Zoning Map of the City of Palatka, Florida, and

WHEREAS, Chapter 171.044, Florida Statutes, permits the voluntary annexation of unincorporated areas lying adjacent and contiguous to the boundaries of the City of Palatka, and

WHEREAS, the owners of these properties previously signed an agreement to voluntarily annex into the City at such time that the property became contiguous with the city limits, and

WHEREAS, at this date these properties are contiguous with the city limits, and

WHEREAS, the City Commission of the City of Palatka finds

that it is in the best interest of the people of the City of Palatka, Florida, that said lands be annexed and become a part of the City of Palatka;

Section 2. NOW THEREFORE, be it enacted by the people of the City of Palatka, Florida, that the following described unincorporated lands lying adjacent and contiguous to the boundaries of the City of Palatka, Florida shall henceforth be deemed and held to be within the corporate limits of the City of Palatka, Florida said lands being described as follows:

DESCRIPTION OF PROPERTY:

CLARKE + BROWNING S/D MB2 P27 BLK A LOTS 4 5 (Being 1107 Old Jacksonville Road / tax parcel # 01-10-26-1470-0010-0040)

LEMON ST HEIGHTS MB2 P33 BLK 17 W1/2 OF LOT 2, LOT 3, W1/2 OF LOT 7 E 50FT OF LOT 8 + E1/2 OF LOT 4 (Being 2806 Lane Street / tax parcel # 01-10-26-5200-0170-0020)

PT OF NE1/4 OF NE1/4 BK208 P179 (EX MCCBK15 P485) (Being 102 3205 St. Johns Avenue / tax parcel # 11-10-26-0000-0060-0000)

ROSS GREEN RESUB MB4 P10 BLK B LOT 8 + PT OF SE1/4 OF SE1/4 OF SEC 2-10-26 OR15 P195 (EX OR979 P1951) (Being 3321 Weaver Road / tax parcel # 02-10-26-8020-0020-0080)

TUCKERS ADDITION OF PALATKA HEIGHTS MB2 P40 BLK F LOTS 4 5 + 6 (Being 209 Bates Avenue / tax parcel # 12-10-26-9050-0060-0040)

PT OF NW1/4 OF SW1/4 BK79 P175 BK197 P324 (EX OR64 P207) (SUBJECT TO R/W EASEMENT AS DESCRIBED IN BK244 P277) (Being 3435 Crill Avenue / tax parcel # 11-10-26-0000-0870-0000)

ORMAN LEIGH ESTATES MB4 P157 LOT 17 (Being 2407 Tommy Avenue / tax parcel # 13-10-26-6790-0000-0170)

PT OF NW1/4 OF SW1/4 OF SE1/4 OR442 P685 SUBJECT TO OR511 P1260 EASEMENT (Being 410 Mission Road / tax parcel # 02-10-26-0000-0630-0014)

PALM HEIGHTS MB2 P40 BLK 6 LOT 1 2 3 4 5 6 + PT OF SW1/4 OF NW1/4 OF NW1/4 OR407 P1716 IN 12-10-26 (SUZANNE GRIMES' MOBILE HOME PARK) (Being 311 Poinsetta Avenue / tax parcel # 12-10-26-7000-0060-0010)

Section 3. The properties hereby annexed shall remain subject to the Putnam County Comprehensive Plan and Zoning Laws until changed by the City of Palatka.

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 13th day of December, 2012.

CITY OF PALATKA

BY: _____

Its Mayor
ATTEST:

City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney

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

ORDINANCE NO. 12 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM PUTNAM COUNTY R-1A (RESIDENTIAL SINGLE-FAMILY) TO CITY R-1A (SINGLE-FAMILY RESIDENTIAL) FOR THE FOLLOWING PROPERTIES: 2806 LANE STREET (SECTION 1, TOWNSHIP 10 SOUTH, RANGE 26 EAST); 3205 ST. JOHNS AVENUE (SECTION 11, TOWNSHIP 10 SOUTH, RANGE 26 EAST); 3321 WEAVER ROAD (SECTION 2, TOWNSHIP 10 SOUTH, RANGE 26 EAST); 209 BATES AVENUE (SECTION 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST); AND 2407 TOMMY AVENUE (SECTION 13, TOWNSHIP 10 SOUTH, RANGE 26 EAST); AMENDED FROM PUTNAM COUNTY R-2 (RESIDENTIAL, MIXED USE) TO CITY R-1A (SINGLE-FAMILY RESIDENTIAL) FOR 1107 OLD JACKSONVILLE ROAD (SECTION 1, TOWNSHIP 10 SOUTH, RANGE 26 EAST); AMENDED FROM PUTNAM COUNTY R-1A (RESIDENTIAL SINGLE-FAMILY) AND AG (AGRICULTURE) TO CITY R-1A (SINGLE-FAMILY RESIDENTIAL) FOR 3435 CRILL AVENUE (SECTION 11, TOWNSHIP 10 SOUTH, RANGE 26 EAST); AMENDED FROM PUTNAM COUNTY R-1A (RESIDENTIAL SINGLE-FAMILY) AND AG (AGRICULTURE) TO CITY R-2 (TWO-FAMILY RESIDENTIAL) FOR 410 MISSION ROAD (SECTION 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST); AND AMENDED FROM PUTNAM COUNTY RMH (RESIDENTIAL, MOBILE HOME) TO CITY R-4 (MOBILE HOME/CONVENTIONAL HOME RESIDENTIAL) FOR 311 POINSETTA AVENUE (SECTION 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST); PROVIDING

**FOR SEVERABILITY AND PROVIDING AN
EFFECTIVE DATE**

WHEREAS, application has been made by the City of Palatka Building and Zoning Department on behalf of the following owners of said properties: 1107 Old Jacksonville Road: Bernice Baker Life Estate; 2806 Lane Street: Dexter T. Fields and Latoya G. Williams; 3205 St. Johns Avenue: Margaret S. Goodin and Joy T. Kersey; 3321 Weaver Road: Glenda Alvarez; 209 Bates Avenue: Rufus Borom and L. Tracy Borom; 3435 Crill Avenue: College Park Baptist Church, Inc., c/o Paul Shaw, Trustee; 2407 Tommy Avenue: Sandra T. Jackson; 410 Mission Road: Fred Wayne Yarborough and Kimberly B. Yarborough; 311 Poinsetta Avenue: Suzanne M. Grimes 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 public hearings before the Planning Board of the City of Palatka on October 2, 2012, and two public hearings before the City Commission of the City of Palatka on November 8, 2012 and December 13, 2012, 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 PEOPLE OF THE CITY OF PALATKA, FLORIDA:

Section 1. The Official Zoning Map of the City of Palatka, Florida is hereby amended by rezoning the hereinafter described properties from their present Putnam County zoning classification to City zoning classifications as noted above.

DESCRIPTION OF PROPERTIES:

CLARKE + BROWNING S/D MB2 P27 BLK A LOTS 4 5 (Being 1107 Old Jacksonville Road / tax parcel # 01-10-26-1470-0010-0040)

LEMON ST HEIGHTS MB2 P33 BLK 17 W1/2 OF LOT 2, LOT 3, W1/2 OF LOT 7 E 50FT OF LOT 8 + E1/2 OF LOT 4 (Being 2806 Lane Street / tax parcel # 01-10-26-5200-0170-0020)

PT OF NE1/4 OF NE1/4 BK208 P179(EX MCCBK15 P485) (Being 102 3205 St. Johns Avenue / tax parcel # 11-10-26-0000-0060-0000)

ROSS GREEN RESUB MB4 P10 BLK B LOT 8 + PT OF SE1/4 OF SE1/4 OF SEC 2-10-26 OR15 P195 (EX OR979 P1951) (Being 3321 Weaver Road / tax parcel # 02-10-26-8020-0020-0080)

TUCKERS ADDITION OF PALATKA HEIGHTS MB2 P40 BLK F LOTS 4 5 + 6
(Being 209 Bates Avenue / tax parcel # 12-10-26-9050-0060-0040)

PT OF NW1/4 OF SW1/4 BK79 P175 BK197 P324(EX OR64 P207) (SUBJECT
TO R/W EASEMENT AS DESCRIBED IN BK244 P277) (Being 3435 Crill
Avenue / tax parcel # 11-10-26-0000-0870-0000)

ORMAN LEIGH ESTATES MB4 P157 LOT 17 (Being 2407 Tommy Avenue / tax
parcel # 13-10-26-6790-0000-0170)

PT OF NW1/4 OF SW1/4 OF SE1/4 OR442 P685 SUBJECT TO OR511 P1260
EASEMENT (Being 410 Mission Road / tax parcel # 02-10-26-0000-
0630-0014)

PALM HEIGHTS MB2 P40 BLK 6 LOT 1 2 3 4 5 6 + PT OF SW1/4 OF NW1/4
OF NW1/4 OR407 P1716 IN 12-10-26 (SUZANNE GRIMES' MOBILE HOME
PARK) (Being 311 Poinsetta Avenue / tax parcel # 12-10-26-7000-
0060-0010)

Section 2. To the extent of any conflict between the terms of
this ordinance and the terms of any ordinance previously passed
or adopted, the terms of this ordinance shall supersede and
prevail.

Section 3. 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 13th day of December, 2012.

CITY OF PALATKA

BY: _____
Its MAYOR

ATTEST:

City Clerk

Case 12-50: Multiple Locations
Request to Annex, Amend Future Land Use Map and Rezone
Applicant: Building & Zoning Dept.

STAFF REPORT

DATE: September 25, 2012

TO: Planning Board members

FROM: Thad Crowe, AICP, Planning Director

APPLICATION REQUEST

To annex, amend FLUM, and rezone the following properties as noted below. Public notice included legal advertisement, property posting, and letters to nearby property owners (within 150 feet). City departments had no objections to the proposed actions.

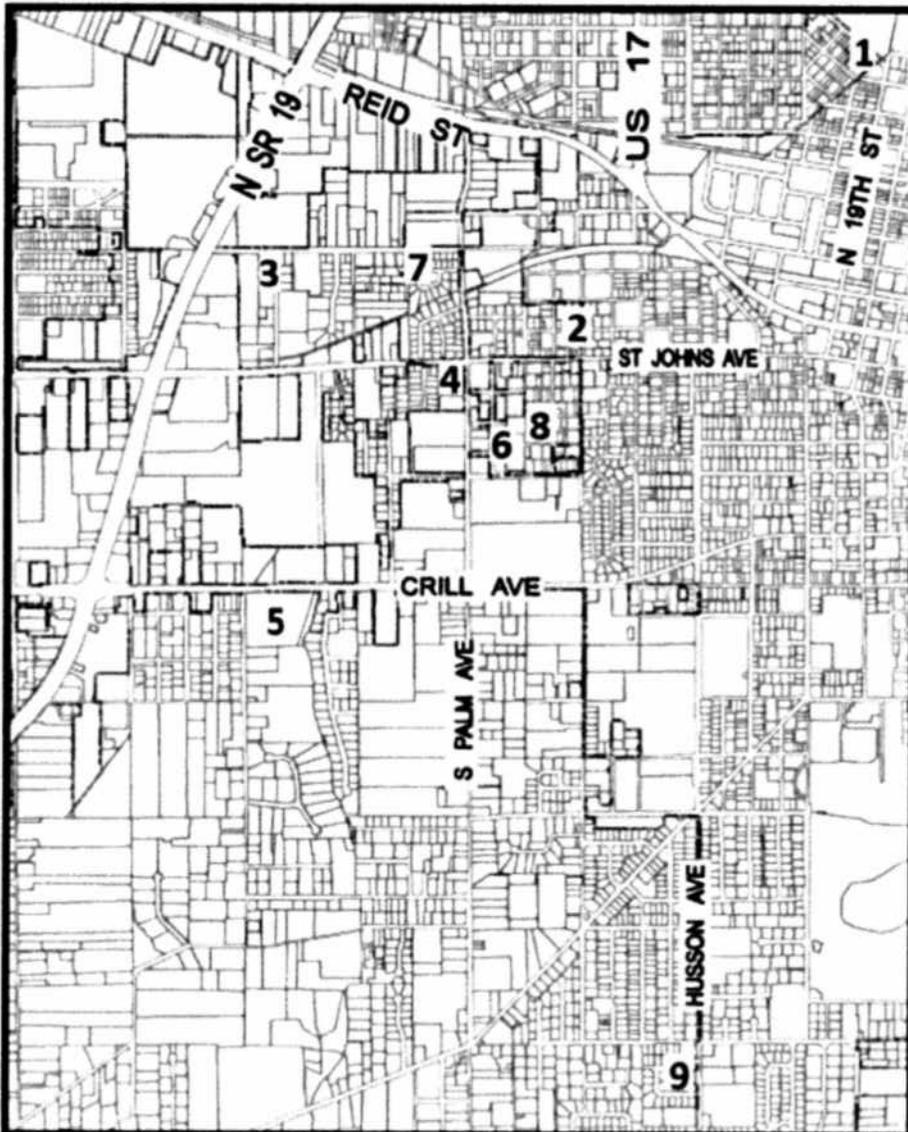


Figure 1: Site and Vicinity Map

APPLICATION BACKGROUND

The properties under consideration currently have County single-family land use and zoning. Staff has field-checked each property to determine use and reviewed the current County FLUM and zoning classifications to determine the appropriate City designation. All properties are single-family residences except for the Crill Avenue property (church), the Mission Dr. property (duplex), and the Poinsetta Ave. property (small mobile home park).

The properties and their current and proposed FLUM and zoning classifications are shown below.

Location		Future Land Use Map Category		Zoning	
		Current Putnam Co.	Proposed City	Current Putnam Co.	Proposed City
1	1107 Old Jacksonville Rd	US (Urban Service)	RL (Residential Low)	R-2 (Residential, Mixed use)	R-1A (Single-family Residential)
2	2806 Lane St.	US (Urban Service)	RL (Residential Low)	R-1A (Residential Single-family)	R-1A (Single-family Residential)
3	410 Mission Rd.	US (Urban Service)	RM (Residential Medium)	R-1A (Residential Single-family)	R-2 (Two-family Residential)
4	3205 St. Johns Ave.	US (Urban Service)	RL (Residential Low)	R-1A (Residential Single-family)	R-1A (Single-family Residential)
5	3435 Crill Ave.	UR (Urban Reserve)	RL (Residential Low)	R-1A (Residential Single Family) AG (Agriculture)	R-1A (Single-family Residential)
6	311 Poinsetta Ave.	US (Urban Service)	RH (Residential High)	RMH (Residential, Mobile Home)	R-4 (Mobile Home/Conventional home Residential)
7	3321 Weaver Rd.	US (Urban Service)	RL (Residential Low)	R-1A (Residential Single-family)	R-1A (Single-family Residential)
8	209 Bates Ave.	US (Urban Service)	RL (Residential Low)	R-1A (Residential Single-family)	R-1A (Single-family Residential)
9	2407 Tommy Ave.	UR (Urban Reserve)	RL (Residential Low)	R-1A (Residential Single-family)	R-1A (Single-family Residential)

All of these properties are subject to pre-annexation agreements that require annexation when properties become contiguous with the City. The exception is the Tommy Ave. property which does not have a pre-annexation agreement but is now required to hook up to City water. Staff is presenting these applications as administrative actions, as opposed to an action by each property owner, due to the rationale presented below.

1. Hardship. Most property owners annexing into the City do so because they are compelled to due to the failure of septic tanks or wells and the Health Dept. requirement that they hook up to city utilities when such lines are within 250 feet of the property. The cost of hooking up to City utilities approaches up to \$6,000 depending on whether both water and sewer are required. The additional \$1,130 for the FLUM amendment and rezoning is an additional burden. Staff has reduced the costs of this legal advertisement by combining these properties into one ad. The taxes collected from such properties will defray the administrative expense fairly quickly.

2. Comprehensive Plan Support. Public Facilities Element Policy D.1.2.1 directs the City to proactively annex properties served by water and sewer into the City. Language in the adopted Evaluation and Appraisal Report of the Comprehensive Plan compels the City to again proactively work to diminish and eventually eliminate enclaves. City staff believes this directive is sufficient to submit these actions as administrative applications.
3. Economic Development. By encouraging voluntary annexation and requiring annexation of agreement properties, the City is working to increase utility and other service provision efficiency, enhance system revenues, and encourage growth.

PROJECT ANALYSIS

Annexation Analysis

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

Contiguity. F.S. 171.031 provides a definition for contiguous and requires that boundaries of properties proposed for annexation must be coterminous with a part of the municipality’s boundary. All properties are contiguous to the City limits, either directly contiguous to a parcel within the City (# 3, 9) or across the street from properties within the City (# 1, 2, 4, 5, 6, 7, 8). F.S. 171.031(11) clarifies that *“the separation of the territory sought to be annexed from the annexing municipality by a...right-of-way...shall not prevent annexation under this act, provided the presence of such a division does not, as a practical matter, prevent the territory sought to be annexed and the annexing municipality from becoming a unified whole with respect to municipal services or prevent their inhabitants from fully associating and trading with each other, socially and economically.”* The properties that are contiguous by virtue of being across a street from the City provide every potential for full integration with the City.

Compactness. The statute also provides a definition for compactness that requires an annexation to be for properties in a single area, and also precludes any action which would create or increase enclaves, pockets, or finger areas in serpentine patterns. Annexing the properties meets the standard of compactness as it does not create an enclave, pocket, or finger area but in fact reduces the enclaves that occur east of SR 19.

Future Land Use Analysis

Criteria for consideration of comprehensive plan amendments under F.S. 163-3187 are shown in italics below (staff Comment follows each criterion, and comprehensive plan extracts are underlined).

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

The proposed amendments are in keeping with the following objective and policies of the Comprehensive Plan, and do not conflict with other plan elements.

Policy A.1.9.3

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.

Medium Density (231 acres) - provides for a range of densities up to 10 units per acre.

Staff Comment: the properties are now either in the County's Urban Reserve FLUM category (1 to 4 units per acre) or the Urban Service category (1 to 9 unit per acre). The higher density provided by the Urban Service category is justified for the Poinsetta Ave. and Mission Rd. properties as they are respectively a small lot mobile home development with densities exceeding 20 units per acre and a duplex development with 8.5 units per acre. While the Poinsetta Ave. property would be an isolated Residential, High FLUM designation, this category's density of 18 units per acre generally accommodates existing density, and the property provides a transition between the more intensive adjacent Commercial designation along S. Palm Ave. and the less intensive RL of the incorporated residential properties in the vicinity. The FLUM density of up to 10 units per acre afforded by the RM FLUM category is in keeping with the existing density of this small duplex development, and this FLUM also serves as a transition between a Commercial FLUM north of Weaver Rd. and the adjacent single-family residential neighborhood. The other Urban Service properties are single-family uses that are better suited for the Residential Low FLUM category and are also adjacent to existing RL areas to provide for some continuity in land use designation.

Provide analysis of the availability of facilities and services.

Staff Comment: the properties are in close proximity to urban services and infrastructure including city water and sewer lines.

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

Staff Comment: The properties are in residential neighborhoods which are suitable for the proposed residential FLUM designations. Staff is not aware of any soil or topography conditions that would present problems for development, nor of any natural or historic resources on this developed site.

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

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

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

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

- *Development that discourages or inhibits infill development and redevelopment.*
- *Development that fails to encourage a functional mix of uses.*
- *Development that results in poor accessibility among linked or related land uses.*

Staff Comment: the location of these properties within the City's urbanized area ensures that urban services are available. These uses do not represent urban sprawl.

Rezoning Analysis

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

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

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

Staff Comment: as previously noted, the application is not in conflict with the Comprehensive Plan.

b. The existing land use pattern.

Staff Comment: The properties are located in established residential neighborhoods.

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

Staff Comment: With the exception of the Mission Rd. and Poinsetta Ave. properties the proposed FLUM designations for the other properties are not isolated districts. As stated, the more intensive of the respective R-2 (two-family residential) and R-4 (mobile home/conventional home residential) reflect the actual development density and also function as transitional zoning districts between single-family zoned property and commercially zoned properties.

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

Staff Comment: Roadway capacity is available on area roadways and the impacts of these uses on road and utility capacity will be negligible, particularly since the uses are already present.

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

Staff Comment: See response to c. above.

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

Staff Comment: Conditions have not changed.

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

Staff Comment: Properties proposed for amendment are generally compatible with the neighborhood.

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

Staff Comment: in terms of traffic concurrency, impacted roadways are not considered failing and have capacity for future development.

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

Staff Comment: all development and redevelopment must meet City and water management district stormwater retention requirements. No drainage problems are anticipated for these already-existing uses.

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

Staff Comment: The already-developed properties do not have excessive height, density, or intensity to reduce light and air to existing adjacent areas.

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

Staff Comment: see response to g. above.

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

Staff Comment: based on the previous responses, the changes will not negatively affect the development of adjacent properties.

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

Staff Comment: providing a FLUM and zoning designations to properties that are similar to the designation of surrounding properties and are similar to the existing County FLUM and zoning is not a grant of special privilege.

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

Staff Comment: Not applicable as the City commercial land use and zoning will be similar as the current County classifications.

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

Staff Comment: the properties are not out of scale with the neighborhood and City.

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

Staff Comment: not applicable.

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

Staff Comment: not applicable.

STAFF RECOMMENDATION

As demonstrated in this report, this application meets applicable annexation, future land use amendment, and rezoning criteria. Staff recommends approval of the annexation, amendment of future land use map category, and rezoning for multiple properties identified in Table 1.

**Amend FLUM from RH to COM
Rezone from R-3 to C-1**

Properties adjacent to Zeagler Drive, north of Crill Avenue

Applicant: Building & Zoning Dept.

STAFF REPORT

DATE: August 28, 2012

TO: Planning Board members

FROM: Thad Crowe, AICP
Planning Director

APPLICATION REQUEST

To amend FLUM from RL (Residential, Low) to COM (Commercial). Public notice included newspaper advertisement, property posting, and letters to nearby property owners (within 150 feet).

APPLICATION BACKGROUND

The application includes multiple properties on Zeagler Drive, including the Putnam Community Medical Center and other already-developed medical-related properties. For unknown reasons and many years ago, these properties were assigned residential land use map and zoning categories. While it is true that medical clinics and offices are allowed in the R-3 zoning district as conditional uses, these properties do not have approved conditional uses and in any case, nonresidential uses are not allowed in the RH land use category, as noted by the statement that “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.”

The table below shows subject sites and surrounding property use classifications (see also attached maps).

Table 1: Use Classifications

	Actual Use	FLUM	Zoning
Sites	Medical clinics and offices	RH (Residential, High)	R-3 (Multi-family Residential)
North	Undeveloped	COM (Commercial)	R-3 (Multi-family Residential)
	Medical clinics and offices	RH (Residential, High)	C-1A (Neighborhood Commercial)
South	Undeveloped	COM (Commercial)	C-1A (Neighborhood Commercial)
	Medical clinics and offices		C-2 (Intensive Commercial)
West	Undeveloped	RL (Residential, Low)	R-1 (Single-family Residential)
	Single-family subdivision	RH (Residential, High)	R-3 (Multi-family Residential)
East	Undeveloped	COM (Commercial)	R-3 (Multi-family Residential)
	Apartments	RH (Residential, High)	C-1A (Neighborhood Commercial)
		County US (Urban Service)	

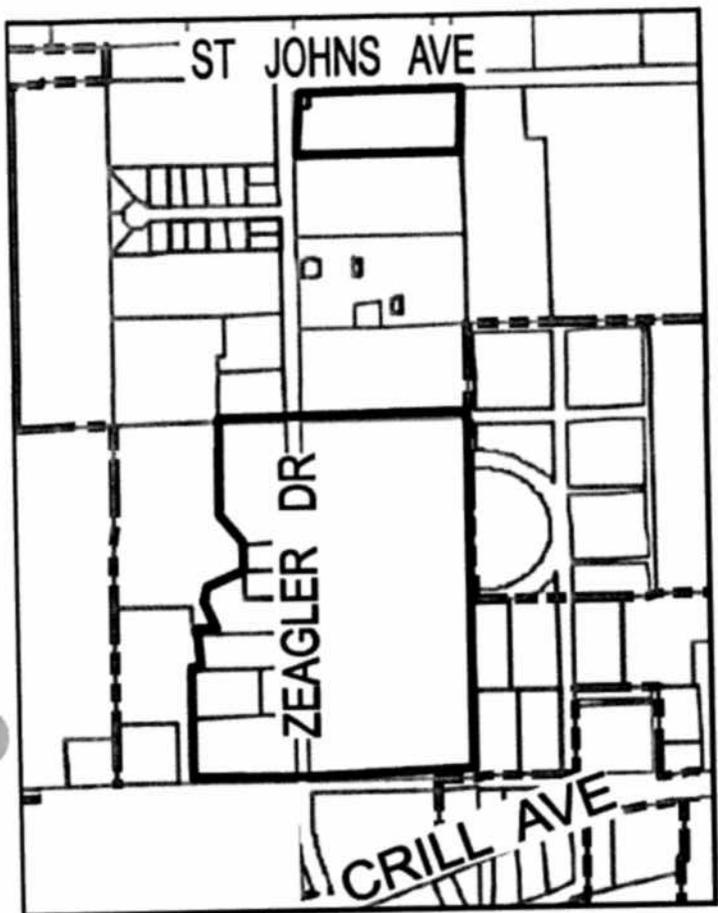


Figure 1: Location of Subject Properties



Figure 2: 530 Zeagler Dr.



Figure 3: 610 & 600 Zeagler Dr.

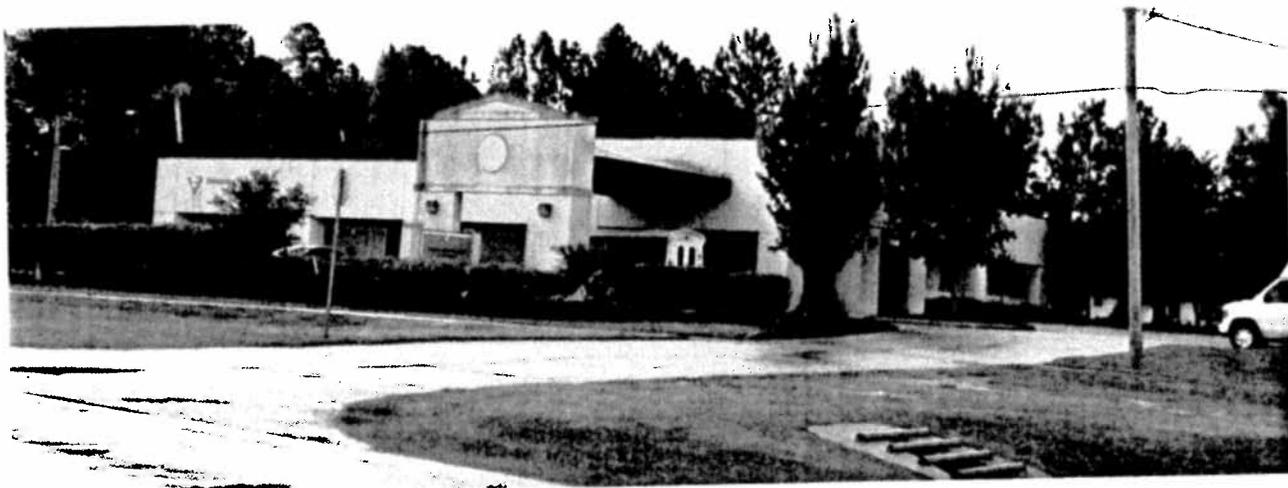


Figure 4: Putnam Community Medical Center

PROJECT ANALYSIS

Future Land Use Analysis

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

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

Staff comment: the application is not in conflict with goals, objectives, and policies of the Comprehensive Plan.

Provide analysis of the availability of facilities and services.

Staff comment: The subject properties are in close proximity to a range of urban services and infrastructure, including water and sewer.

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

Staff comment: All properties are already developed. The properties are not in a floodplain, and in fact are well-drained with sandy soils.

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

Staff comment: 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.*

Staff comment: Development along Zeagler Dr. includes a wide array of land uses including single-family residential, multi-family residential, and medical offices and clinics. The predominant activity is medical-related uses.

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

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

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

Staff comment: The Zeagler Drive properties form a distinct medical hub and do not represent isolated or strip development.

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

Staff comment: The area is urbanized and not agricultural.

- *Development that fails to maximize use of existing and future public facilities and services.*

Staff comment: These properties are 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.*

Staff comment: Given their location with an urban service area, these properties are efficiently served.

- *Development that fails to provide a clear separation between rural and urban uses.*

Staff comment: The properties are within an urban area.

- *Development that discourages or inhibits infill development and redevelopment.*

Staff comment: the proposed commercial designation will in fact encourage infill development.

- *Development that fails to encourage a functional mix of uses.*

Staff comment: the proposed commercial designation allows for a wide variety of uses.

- *Development that results in poor accessibility among linked or related land uses.*

Staff comment: The proposed amendment would not result in poor accessibility between vicinity land uses.

STAFF RECOMMENDATION

As demonstrated in this report, this application meets applicable future land use amendment criteria. Staff recommends approval of Case 12-47: amendment of future land use map category from RH to COM for 414, 520, 524, 530, 610 and parcel behind it, 611, and 613 Zeagler Drive and also 6541 St. Johns Avenue.; and rezoning from R-3 to C-1 for 414, 520, 524, and 530 Zeagler Drive.

ATTACHMENTS: FLUM AND ZONING MAPS

Agenda
Item

8



CITY COMMISSION AGENDA ITEM

SUBJECT: Reconsideration of Vote – October 25, 2012 Agenda Item No. 6
ORDINANCE – Planning Board Recommendation to amend Zoning Code
Section 94-152 to add certain conditional uses to Recreation and Open Space
(ROS) Zoning Districts – 1st Reading

DEPARTMENT: Admin/Clerk

ATTACHMENTS: [x] Ordinance [] Resolution [] Motion
[x] Support Documents [x] Other

SUMMARY: On October 25, 2012, during regular session, the Commission considered Agenda Item No. 6, the first reading of an ordinance amending Zoning Code 94-152 to add certain conditional uses to the ROS Zoning Districts. A motion was made and seconded to pass the ordinance on first reading as read. The motion passed by a vote of three in favor, one opposed (by Commissioner Kitchens). Commissioner Norwood declared a conflict and did not take part in the vote. The ordinance was declared passed on first reading.

During Commissioner Comments, a motion was made by Mayor/Commissioner Myers (after passing the gavel to Vice Mayor Brown), being a member of the majority vote, to reconsider the vote on the motion to pass Agenda Item No. 6, an ordinance amending Zoning Code 94-152, on first reading. That motion was also seconded and passed on a vote of three in favor, opposed by Commissioner Leary. Commissioner Norwood recused himself from the vote on this motion. I have attached the minutes of those discussions and votes, as well as the discussion under Agenda Item 7, wherein the reconsideration of the matter was first posed.

This ordinance, as well as the ordinance rezoning 301 River Street that failed to pass on first reading under the 10/25/12 Agenda Item No. 7, and a companion Ordinance to amend the Future Land Use Map/Element of the Comprehensive Plan for 301 River Street, which was to be considered on the Nov. 8 meeting agenda, are the topics of discussion at a called Workshop Meeting which was called to be held on November 8, 2012 at 5:00 p.m.

RECOMMENDED ACTION: Reconsider the vote on the motion to pass October 25, 2012 Agenda Item No. 6, an Ordinance amending Zoning Code Section 94-152 to add certain conditional uses to Recreation and Open Space (ROS) Zoning Districts, on first reading.

Table with 4 rows: DEPARTMENT HEAD, FINANCE DEPARTMENT, CITY ATTORNEY, CITY MANAGER. Columns include Submitted/Requested Agenda, Budgeted, Approved as to Form and Correctness, Approved Agenda Item For, and Date.

COMMISSION ACTION: Approved as Recommended Disapproved
 Approved With Modification Tabled To Time Certain
 Other

DISTRIBUTION: APT CA CC CM FIN FD P&C PD PLN S&S W&S WTP WWTP

The following passages are excerpts from the draft minutes of the regular City Commission Meeting held on October 25, 2012:

6. **ORDINANCE** – Planning Board recommendation to amend Zoning Code Section 94-152 to add certain conditional uses to Recreation and Open Space (ROS) Zoning Districts – 1st Reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA AMENDING ZONING CODE SECTION 94-152, ADDING CERTAIN USES BY CONDITIONAL USE PERMIT IN THE RECREATION AND OPEN SPACE (ROS) ZONING DISTRICT; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to pass the ordinance on first reading. Commissioner Leary seconded the motion.

Thad Crowe, Planning Director, said they are trying to rectify a discrepancy in the Zoning and Comprehensive Plan maps. The Riverfront Master Plan anticipates potential riverfront development including a museum and recreation-related concessions and a restaurant; therefore, the Planning Board recommended approval to allow such uses by conditional use in the ROS zoning category. Conditional uses require approval by the Planning Board based upon a set of criteria.

Commissioner Kitchens said in the summary paragraph, Mr. Crowe states this would allow for uses anticipated in the Riverfront Master Plan and would allow the G-P Environmental Center to locate on the Riverfront Park; she asked if this change applies to the G-P Center; Mr. Crowe said it does. Commissioner Kitchens said in his Summary Mr. Crowe also noted it was an oversight that the Planning Board didn't consider the museum use, but this Board had previously supported a museum use for that category. Commissioner Kitchens asked Mr. Holmes if the Planning Board's omission of the museum use in their recommendation would prevent the Commission from considering this use tonight. Mr. Holmes said the Commission would have the power to override the Planning Board had they recommended against it. The Commission can hear new evidence if someone challenged the use it could affect the validity of the ordinance. He does not consider the Planning Board's lack of formal consideration for the museum use to make passage of the ordinance invalid. Commissioner Kitchens said the ordinance does not say it is a text amendment; his memorandum says it is. Mr. Crowe said the ordinance references a zoning code passage. Mr. Holmes said any ordinance that amends the verbiage of a zoning code is a text amendment. He does not believe it is fair to say this is only being passed to allow the G-P center. This creates a vehicle whereby any use that fits the bill could be considered in any zoning category of ROS. You couldn't put it there without this modification, but just because you pass it, it doesn't mean the G-P use will be approved. Saying this is specifically for the approval of the G-P use is not accurate. Even without the G-P use, it opens up the door for these types of uses in any zoning category for the recreational category use. Commissioner Kitchens said without the Center they wouldn't have leverage for the restaurant, according to Mr. Griffith. She wants everyone to understand that. Commissioner Leary said this is about getting the zoning district right and making it consistent with the land use plan. This is a clean-up item so they can move forward with redevelopment plans. This is not about the G-P Center specifically. Commissioner Kitchens said they do have a Riverfront Master Plan and accepted that Plan with the understanding that each component has to come back to the Commission for approval. Commissioner Brown said it's time for them to move forward; they need an anchor business to bring businesses into Downtown. If they don't put these things in place, they will never move forward. They want Palatka to be a destination instead of just someplace people pass through.

Commissioner Norwood said he should recuse himself from the vote as it's now been tied to the G-P Center. There being no further discussion a roll call vote was taken with the following results: Commissioners Brown, Leary and Mayor Myers, yes; Commissioner Kitchens, Nay; Commissioner Norwood; recused. The ordinance was declared passed on first reading 3 in favor, 1 opposed, 1 recused.

7. **ORDINANCE** – Planning Board Recommendation to amend the zoning from DR (Downtown Riverfront) to ROS (Recreation & Open Space) – 1st Reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED AS TO THAT CERTAIN PROPERTY LOCATED IN SECTION 42, TOWNSHIP 10 SOUTH, RANGE 27 EAST, LOCATED AT 301 RIVER STREET (RIVERFRONT PARK), FROM DR (DOWNTOWN RIVERFRONT) TO ROS (RECREATION AND OPEN SPACE); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Leary moved to pass the ordinance on 1st reading. Commissioner Brown seconded the motion. Commissioner Norwood asked if this is related to Item #6; Mr. Crowe said it is. Commissioner Kitchens said this will change the zoning for the Riverfront Park to ROS in order to allow the conditional uses discussed under Item #6 at the Riverfront Park.

Commissioner Kitchens read from the previous Planning Board minutes of regarding conditional uses. She noted the Planning Board tabled this item from August until September because they wanted to know if someone could put a PUD on it. When it came back to them in October, it was to allow ROS under conditional use. Mr. Holmes said a PUD and conditional use are different animals. A PUD is a comprehensive schedule of uses with guidelines and specifications as to location for anything from yards to all aspects of the development. It's ultimately approved by the City Commission, and has been thought to offer the tightest amount of control a government can place on zoning or use of a piece of property. Conditional Use gives a government additional power over a use that's permissible by right for a piece of property. If a use complies with zoning, you don't have design control; with a conditional use, you have more control and you can attach conditions to the use that you wouldn't otherwise have. A PUD is more like a tailor-made project. A conditional use goes before the Planning Board and they can put restrictions on it. If this were allowed without a conditional use, there would be virtually no control over it; the City can't reject it. With a conditional use, it would come before the Planning Board, and they could attach conditions. Commissioner Kitchens asked who could appeal a conditional use decision to the Commission. Mr. Holmes said the most obvious people are those located within a short proximity of the use, say within 300 feet of the use. Outside of that you'd have to look at whether or not that person would be considered aggrieved. If it weren't appealed, the Commission would not see the matter. Commissioner Leary said the ROS zoning classification has certain criteria, as every zoning district does. Within that is the conditional use category. The Planning Board can add additional conditions, which basically amounts to "contract" zoning, to the conditions granted. This is layer upon layer of government protection. This is a good thing. Mr. Holmes said conditional use is the equivalent of the old "special exception." The case law is the same as the case law for the old

"special exception." It's a use which isn't appropriate for a certain zoning category, but can be made appropriate with certain restrictions. It won't be made legal as a matter of right, but it can be made appropriate with restrictions placed by the Planning Board. The Commission would have no control over it because the final authority of granting conditional use is with the Planning Board.

Mr. Crowe said the Historic Preservation Board Chair pointed out to him that the the South part of the Riverfront Park is also in the South Historic District, and anything built there will require a Certificate of Appropriateness from the Historic Preservation Board. Mayor Myers said he voted against the moving of the G-P Environmental Center to the Riverfront Park. This is probably the most valuable piece of property in the county, and they are relegating control over that to someone else. The Commission is charged with acting in the best interest of the citizens. He's been contacted by countless people who stated they were against locating that center on the Park itself. Commissioner Kitchen said passage of this ordinance tonight won't stop the center from being built on the Park as that's already been voted upon. Mr. Crowe said the fall back position is on the 100 Block; if the Commission denies the zoning change, it can go in either location. Approving the zoning change will allow the option of placing the additional concession-related uses on the riverfront. The present zoning is Downtown Riverfront, which would now allow those uses. There is a problem with the zoning matching the land use; the current land use is low density residential, so staff proposes to change both zoning and land use to recreation. Making the zoning and Comprehensive Plan match is a requirement of the State. Commissioner Leary said this is really cleaning up the ordinances and making them consistent with the Comprehensive Plan, which is what they are supposed to be doing. Mr. Crowe said public buildings can be located in residential areas, but concessions and restaurants and water taxis are questionable.

Discussion ensued as to whether or not water taxis could be docked at the City Dock if this is not changed. Mr. Crowe said the part of the park north of Lemon Street is zoned for commercial use. The part south of Lemon Street is residential. Commissioner Brown said there is money available in the grant for docking structures. She asked as to the difference between this and the Airport. Mr. Crowe said the Airport is zoned for certain commercial businesses. Commissioner Kitchens noted the concession stand is used commercially as it is rented out to a business, and the grant application that went to Tallahassee said the concession stand was to be used as a ticket office for the Riverboats. Also, there is a commercial cruise ship that docks at the City Dock on a regular basis. Mr. Crowe said at this time the dockage is not legal per the Comprehensive Plan, as it is a non-permissible use.

Commissioner Leary said this item is to request an amendment to the Comp Plan from RL to REC and rezone from DR to ROS and then to revise the conditional uses for the ROS category. This is simple and straightforward. Mayor Myers asked what happens if this ordinance fails tonight. Mr. Crowe said if they change the land use to Recreation and leave the zoning as is, the land use will prevail. Commissioner Leary said Florida Statute Chapter 163 requires that the land use and zoning be consistent. Mr. Crowe said the land use prevails under law. The zoning would allow only low density residential uses there. Commissioner Kitchens said City

Code allows the Commission to revisit an issue if one of the voting members on the prevailing side makes a motion to revisit the item. Commissioner Leary said Commissioner Kitchens is clearly trying to tie this change to the G-P Environmental Center, and trying to fix it so that the location goes back to the Corner of Memorial Drive and St. Johns Avenue on the 100 Block. They need to take an up or down vote on this issue since this should be treated as a stand-alone issue.

Commissioner Norwood recused himself from voting, citing the issue having been tied per discussion to the G-P Environmental Center, as he is employed by Georgia-Pacific. Commissioner Brown asked, if the Commission doesn't pass this ordinance, will the parcel be zoned only for single family homes? Mr. Crowe said at the next meeting they will consider an ordinance to amend the Comp Plan that is tied to this ordinance to rezone the property to ROS. If they don't pass this, the zoning will remain Downtown Riverfront, and then they could have a conflict next month when the Comp Plan amendment comes up.

There being no further discussion on the matter, a roll call vote was taken with the following results: Commissioners Brown and Leary, Yes; Commissioner Kitchens and Mayor Myers, no; Commissioner Norwood, Recused. The motion failed upon a tie vote. Mayor Myers said, as a member of the majority voting on Item #6, he'd like to look at reconsideration of that item.

Discussion ensued regarding Mayor Myers' request to revisit the vote on Agenda Item #6 as to whether to revisit this tonight or on the next meeting. There was consensus to revisit Agenda Item #6 at the next meeting and hold a workshop on the issue. There was consensus to give direction to the City Manger to confer with the Planner on setting a workshop meeting of the Commission to discuss the matter.

12. **COMMISSIONER COMMENTS**

Commissioner Kitchens said they will revisit Item 6 at the next regular meeting, and this requires a motion and vote by the majority of the Commission. Mr. Czymbor said there was discussion to hold a workshop to discuss this prior to the next city commission meeting and then they will vote.

Mayor Myers passed the gavel to Vice Mayor Brown and moved to reconsider Item 6 on tonight's agenda, per Section 2-76 of the Code of Ordinances. Commissioner Kitchens seconded the motion. Commissioner Leary asked the Attorney regarding Commissioner Norwood's ability to vote on this item. Commissioner Norwood said he's recused himself from Items 6 and 7, and also recuses himself from this vote. Mr. Holmes said Commissioner Norwood can't be directed to participate; if he feels he has a conflict, or if there is the appearance of a conflict, he doesn't have to vote. In the first motion he recused himself. In the vote to decide whether or not the City would partner with G-P on building the Environmental Center, he recused himself and did not vote. In the earlier vote to change the location of the building, Commissioner Norwood did vote on that as that was a different issue. Due to the way it was styled in this particular meeting, and tied to this particular item, he's indicated he believes

there is an appearance of a conflict, and recused himself again. Commissioner Leary said this was convoluted by Commissioner Kitchens. This vote is to clarify the zoning; at the next meeting they are scheduled to make the comp plan consistent with the zoning. If they don't make this change, they can't do anything they are planning to do down there. He believes before they make this vote, they need to workshop this so they can make a distinction. They are making a huge mistake by not workshopping this prior to the vote on this. Commissioner Brown said she needs more information before she can make an informed decision and vote. She wants information from someone who doesn't have a "dog in this fight." She'd like to hold off reconsideration. Mayor Myers said during the workshop she'll get that information. There being no further discussion, a roll-call vote was requested and taken, with the following results Commissioner Kitchens, Mayor/Commissioner Myers and : Vice Mayor Brown (as Mayor Pro Tem), Yes; Commissioner Leary, No; Commissioner Norwood, Recused. The motion was declared passed.



10-25-12 Agenda Item No. 6

CITY COMMISSION AGENDA ITEM

SUBJECT: 1ST READING OF A TEXT AMENDMENT ADDING SPECIFIC USES TO THE ROS DISTRICT

DEPARTMENT: BUILDING AND ZONING

ATTACHMENTS: [X] Ordinance [] Resolution [] Motion [X] Support Documents [] Other

SUMMARY:

This is an administrative request to add to the ROS (Recreation and Open Space) zoning district the use of museums and also private concession restaurants and recreation-related uses, allowable by conditional use. This would allow for uses that were anticipated in the Riverfront Master Plan. Please note that through an oversight the Planning Board was not presented with the museum use but had previously indicated support of this use, and the advertisement included the museum use.

Planning Board recommended approval at their October 2, 2012 meeting.

RECOMMENDED ACTION:

Approval

DEPARTMENT HEAD Submitted: Thad Crowe Date: 10/11/2012 Requested Agenda Regular Date: 10/25/2012

FINANCE DEPARTMENT Budgeted Yes No [X] N/A Date: 10/18/12

CITY ATTORNEY Approved as to Form and Correctness Date:

CITY MANAGER Approved Agenda Item For: [Signature] Date: 10/18/12

COMMISSION ACTION: [] Approved as Recommended [] Disapproved [] Approved With Modification [] Tabled To Time Certain

[X] Other Motion to reconsider vote to pass on

DISTRIBUTION: [] APT [] CA [] CC [] CM [] FIN [] FD [] P&C [] PD [] PLN [] S&S [] W&S [] WTP [] WWTP

First reading

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

ORDINANCE NO. 12 -

AN ORDINANCE OF THE CITY OF
PALATKA, FLORIDA AMENDING ZONING
CODE SECTION 94-152, ADDING
CERTAIN USES BY CONDITIONAL USE
PERMIT IN THE RECREATION AND OPEN
SPACE ZONING DISTRICT; PROVIDING
FOR SEVERABILITY AND PROVIDING AN
EFFECTIVE DATE.

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

WHEREAS, all the necessary procedural steps have been accomplished, including a public hearing before the Planning Board of the City of Palatka on October 4, 2012, and two public hearings before the City Commission of the City of Palatka on October 25, 2012, and November 8, 2012; and

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

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

Section 1. Zoning Code Section 94-152 shall be amended as follows.

(d) *Conditional uses.* (Conditional uses are permissible after public notice and hearing.) Conditional uses in the ROS district are as follows: Essential services, subject to buffering; museums; and restaurant and recreation-oriented private concessions.

Section 2. To the extent of any conflict between the terms of this ordinance and the terms of any ordinance previously passed or adopted, the terms of this ordinance shall supersede and prevail.

Section 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 8th day of November, 2012.

CITY OF PALATKA

BY: _____
Its MAYOR

ATTEST:

City Clerk

height limits should be in the mean of comparable jurisdictions, to allow the City to better compete for new development. He believes that an appropriate community standard for height for the City would be a across-the-board cap of 60 feet, allowable in the R- 3, the downtown zoning districts, and Public Buildings and Grounds district. He added that more of a middle range of 48 feet in the commercial and industrial districts was appropriate with a 35-foot limit for the residential districts. He added that some of the lot coverage standards could be replaced with impervious coverage limitations for buildings over 35 feet. For an example the higher you go, it would require one percent of green space (pervious) for each foot over 35 feet. He recommended approval of the revised height limits and the non-residential height standards.

Motion made by Ms. Moody and seconded by Ms. Gooding to approve the amendment with staff recommendations. All present voted affirmative, motion carried.

Case 12-42: An administrative request to amend the Comprehensive Plan Future Land Use Map designation for 301 River St. (Riverfront Park) from RL (Residential, Low) and COM (Commercial) to REC (Recreation), to amend the zoning designation from DR (Downtown Riverfront) to ROS (Recreation/Open Space District), and to amend ROS zoning district text to allow for restaurants and recreation-oriented private concessions by conditional use.

Mr. Crowe explained that this text amendment had been before the Board for consideration of placing the Riverfront Park in the Public Buildings and Grounds FLUM category, and now the proposal if to put it in the Recreation category which he believes is a more appropriate designation. He added that this request also includes a text amendment the Recreational Open Space zoning designation that would allow for restaurants and recreation-oriented private concessions by conditional use (requiring approval by the Planning Board).

Discussion ensued regarding the some of the similarities and differences between a conditional use and a Planned Unit Development (PUD), with the consensus being that a Conditional Use would provide a similar approach to a PUD that would be both flexible and customized.

Motion made by Mr. Petrucci and seconded by Ms. Moody to recommend to the City Commission the adoption of the text amendment as submitted with staff recommendations. All present voted affirmative, motion carried.

Case 12-51: Administrative request for a text amendment to the zoning code regarding mixed-use criteria for Downtown residential uses including density, design and locational standards.

Mr. Crowe requested that this item be tabled to allow staff additional time for research.

Motion made by Ms. Moody and seconded by Mr. Petrucci to table this case until the November 6, 2012 meeting. All present voted affirmative, motion carried.

Case 12-43: Consideration of revocation of conditional use for outdoor shooting range located at 404 N. Moody Rd. based on City Attorney findings pertaining to local regulation of existing shooting ranges (Florida Statute 790.333).

Mr. Crowe advised staff had not previously been aware of this particular statute that effectively prohibits Planning Boards and local governments from regulating existing ranges. Based on the City Attorney's opinion no action is required by the Board.

With no further business, meeting adjourned.

**Case 12-42: 301 River St. & 101 N. 1st St (Riverfront Park)
Request to Amend Comprehensive Plan Map from RL to REC, Rezone
from DB to ROS, and Revise Conditional Uses for ROS Category**

Applicant: Building & Zoning Dept.

STAFF REPORT

DATE: September 25, 2012
TO: Planning Board members
FROM: Thad Crowe, AICP
Planning Director

APPLICATION REQUEST

To annex, amend Comprehensive Plan Future Land Use Map (FLUM) from RL (Residential, Low Density) and COM (Commercial) to REC (Recreation). Public notice included legal advertisement, property posting, and letters to nearby property owners (within 150 feet). City departments had no objections to the proposed actions.



Figure 1: Site and Vicinity Map

APPLICATION BACKGROUND

The existing Riverfront Park provides an area of green space that runs approximately 1,800 feet along the river, from the US 17 bridge south. For unknown reasons the park south of Lemon St. (St. Johns Ave.) was put into the Residential Low Density future land use map category (south of St. Johns Ave.) and in the Commercial category (north of St. Johns Avenue). This is a “housekeeping” measure intended to put the park into the appropriate FLUM category, and staff will follow up at a future meeting with a similar amendment to change the northern part of the park between the US 17 bridge and Lemon St from Commercial to REC as well. Staff had previously presented this as an amendment to the PB (Public Buildings and Facilities) FLUM and has decided to instead utilize the REC FLUM category due to Planning Board concerns about potentially inappropriate development in the PB FLUM category. Staff has also added rezoning the property to the ROS (Recreation and Open Space) zoning district and providing some clarifying text revisions in this category to reflect uses that are anticipated in the Riverfront Master Plan area.

Table 1: Use Classifications

Property	FLUM	Zoning	Existing Use
Site	COM (Commercial) RL (Residential, Low Density)	DR (Downtown Riverfront)	Riverfront Park
Property to North	COM (Commercial)	DR (Downtown Riverfront)	US 17 & motel
Property to South	RL (Residential, Low Density)	R-1A (Residential, Single-Family)	Single-Family Dwelling Dock
Property to West	COM (Commercial) RH (Residential High Density)	DR (Downtown Riverfront)	Undeveloped Office
Property to East	County	County	St. Johns River



Figure 2 (above) Park from Lemon/Memorial



Figure 3 (below): Park from River St

PROJECT ANALYSIS

Future Land Use Analysis

Criteria for consideration of comprehensive plan amendments under F.S. 163-3187 are shown in italics below (staff response follows each criterion, and comprehensive plan extracts are underlined).

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

The application does not conflict with goals, objectives and policies of the Comprehensive Plan. The following FLUM category would be appropriate for this park.

Policy A.1.9.3

3. Recreation (158 acres)

Land designated for recreation is intended for a variety of leisure time activities. Included in this land use classification are both resource-based and activity-based sites and facilities. Resource-based sites and facilities are oriented toward natural resources; activity-based sites and facilities are those that require major development for the enjoyment of a particular activity. Activity-based sites and facilities include ball fields, golf courses, tennis courts, etc.; resource-based facilities include lakes, trails, picnic areas, etc.

New recreational facilities must be sited in locations which are compatible or can be made compatible with adjacent land uses.

Impervious surface land coverage of recreation land use shall not exceed 50 percent for active recreational development; 10 percent for passive recreational development.

Staff Comment: Staff believes that the REC category is appropriate for this property as it allows for a wide range of recreational activities. To ensure that the REC category is consistent with the uses anticipated in the Riverfront Master Plan, Staff believes it would be appropriate to add language to the policy above that would allow within the Recreation FLUM category public museums, education centers, and limited privately-run concessions limited to restaurants and recreation-related activities.

The ROS zoning category is shown below.

Sec. 94-152. - ROS recreation/open space district.

(a) Intent. The ROS district includes lands used for activities that are associated with recreation, whether in public and/or private ownership. Open space managed by the state, county or city is also included in this district.

(b) Permitted principal uses and structures. Permitted principal uses and structures in the ROS district are as follows:

(1) Private camps, camping grounds, and recreational exhibits and areas.

(2) Public or private playgrounds and playfields.

(3) Country clubs, including golf courses and playing courts.

(4) Marinas.

(5) Fairgrounds.

(6) Open space, including natural vegetation and landscaping, water bodies, etc.

(c) Permitted accessory uses and structures. Permitted accessory uses and structures in the ROS district are as follows:

(1) Storage buildings for recreational equipment.

(2) Meeting facilities.

(d) Conditional uses. (Conditional uses are permissible after public notice and hearing.) Conditional uses in the ROS district are as follows: Essential services, subject to buffering.

(e) Development specifications. Development specifications for the ROS district are as follows:

(1) Impervious surface land coverage in this district shall not exceed 50 percent for active recreational development, and ten percent for passive recreational development.

(2) All construction shall be on continuous perimeter poured concrete footers measuring a minimum of 24 inches wide by eight inches deep. All construction also shall include a continuous masonry enclosure wall from the ground to the bottom exterior of the floor system.

(f) Permitted signs. Directional signs, ground signs, and wall signs.

Staff Comment: Staff believes that the Riverfront Park as it is currently functions and as anticipated in the Riverfront Master Plan generally comports with this zoning district with a similar recommendation that a public museum, education center, and limited privately-run concessions limited to a restaurant and recreation-related activities be added as permitted uses.

Provide analysis of the availability of facilities and services.

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

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

Staff Comment: not applicable as the site is developed with a park.

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

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

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

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

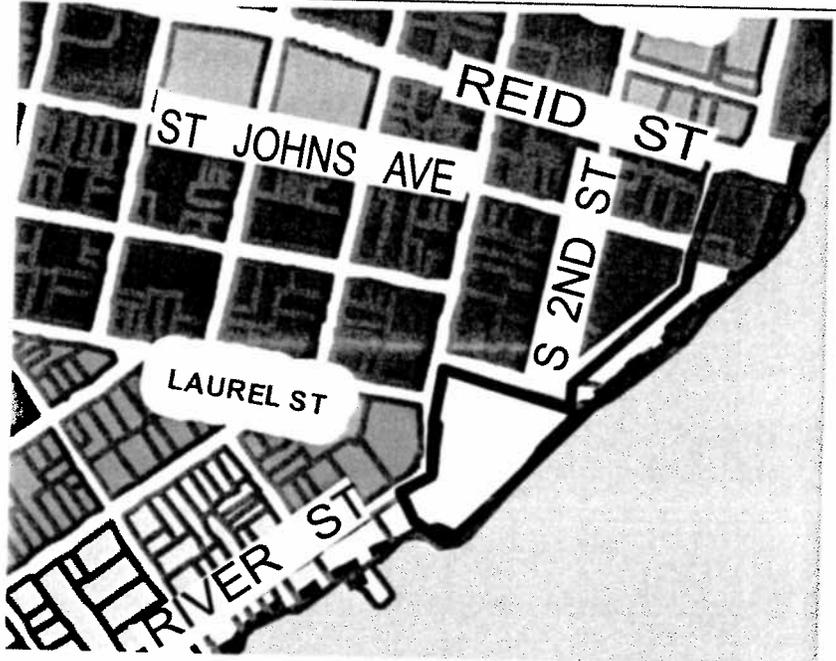
Staff Comment: the park use does not represent urban sprawl.

STAFF RECOMMENDATION

As demonstrated in this report, this application meets applicable future land use map amendment criteria. Staff recommends approval of amending the future land use map category to REC, rezoning the property to ROS, and adding the following conditional uses to the REC zoning category: restaurants and recreation-oriented private concessions.

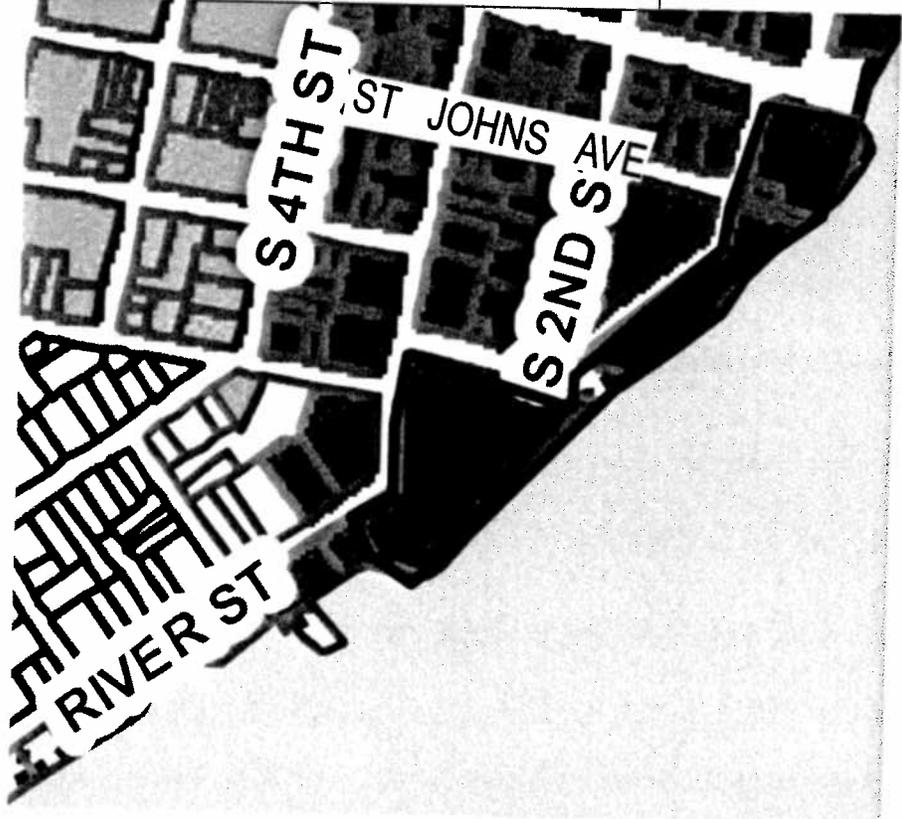
ATTACHMENTS: FLUM & ZONING MAPS

FUTURE LAND USE MAP



- RL
- RM
- RH
- PB
- COM

ZONING MAP



- C-2
- DB
- DR
- R-3
- R-1

*Agenda
Item*

9



CITY COMMISSION AGENDA ITEM

SUBJECT: ADOPTION OF TEXT AMENDMENT ADDING SPECIFIC USES TO THE ROS DISTRICT

DEPARTMENT: BUILDING AND ZONING

ATTACHMENTS: [X] Ordinance [] Resolution [] Motion
[X] Support Documents [] Other

SUMMARY:

This is an administrative request to add to the ROS (Recreation and Open Space) zoning district the use of museums and also private concession restaurants and recreation-related uses, allowable by conditional use. This would allow for uses that were anticipated in the Riverfront Master Plan.

Planning Board recommended approval at their October 2, 2012 meeting. The Ordinance was approved at first reading but after this action the Commission voted to reconsider the item at the November 8 meeting.

RECOMMENDED ACTION:

Adopt on 2nd reading

DEPARTMENT HEAD Submitted: Thad Crowe Date: 10/29/2012
Requested Agenda Regular Date: 11/8/2012

FINANCE DEPARTMENT Budgeted Yes No [X] N/A Date: 11/2/12

CITY ATTORNEY Approved as to Form and Correctness Date:

CITY MANAGER Approved Agenda Item For: [Signature] Date: 11/2/12

COMMISSION ACTION: [] Approved as Recommended [] Disapproved
[] Approved With Modification [] Tabled To Time Certain
[] Other

DISTRIBUTION: [] APT [] CA [] CC [] CM [] FIN [] FD [] P&C [] PD [] PLN [] S&S [] W&S [] WTP [] WWTP

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

ORDINANCE NO. 12 -

AN ORDINANCE OF THE CITY OF
PALATKA, FLORIDA AMENDING ZONING
CODE SECTION 94-152, ADDING
CERTAIN USES BY CONDITIONAL USE
PERMIT IN THE RECREATION AND OPEN
SPACE ZONING DISTRICT; PROVIDING
FOR SEVERABILITY AND PROVIDING AN
EFFECTIVE DATE.

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

WHEREAS, all the necessary procedural steps have been accomplished, including a public hearing before the Planning Board of the City of Palatka on October 4, 2012, and two public hearings before the City Commission of the City of Palatka on October 25, 2012, and November 8, 2012; and

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

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

Section 1. Zoning Code Section 94-152 shall be amended as follows.

(d) *Conditional uses.* (Conditional uses are permissible after public notice and hearing.) Conditional uses in the ROS district are as follows: Essential services, subject to buffering; museums; and restaurant and recreation-oriented private concessions.

Section 2. To the extent of any conflict between the terms of this ordinance and the terms of any ordinance previously passed or adopted, the terms of this ordinance shall supersede and prevail.

Section 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 8th day of November, 2012.

CITY OF PALATKA

BY: _____
Its MAYOR

ATTEST:

City Clerk

height limits should be in the mean of comparable jurisdictions, to allow the City to better compete for new development. He believes that an appropriate community standard for height for the City would be a across-the-board cap of 60 feet, allowable in the R- 3, the downtown zoning districts, and Public Buildings and Grounds district. He added that more of a middle range of 48 feet in the commercial and industrial districts was appropriate with a 35-foot limit for the residential districts. He added that some of the lot coverage standards could be replaced with impervious coverage limitations for buildings over 35 feet. For an example the higher you go, it would require one percent of green space (pervious) for each foot over 35 feet. He recommended approval of the revised height limits and the non-residential height standards.

Motion made by Ms. Moody and seconded by Ms. Gooding to approve the amendment with staff recommendations. All present voted affirmative, motion carried.

Case 12-42: An administrative request to amend the Comprehensive Plan Future Land Use Map designation for 301 River St. (Riverfront Park) from RL (Residential, Low) and COM (Commercial) to REC (Recreation), to amend the zoning designation from DR (Downtown Riverfront) to ROS (Recreation/Open Space District), and to amend ROS zoning district text to allow for restaurants and recreation-oriented private concessions by conditional use.

Mr. Crowe explained that this text amendment had been before the Board for consideration of placing the Riverfront Park in the Public Buildings and Grounds FLUM category, and now the proposal is to put it in the Recreation category which he believes is a more appropriate designation. He added that this request also includes a text amendment the Recreational Open Space zoning designation that would allow for restaurants and recreation-oriented private concessions by conditional use (requiring approval by the Planning Board).

Discussion ensued regarding the some of the similarities and differences between a conditional use and a Planned Unit Development (PUD), with the consensus being that a Conditional Use would provide a similar approach to a PUD that would be both flexible and customized.

Motion made by Mr. Petrucci and seconded by Ms. Moody to recommend to the City Commission the adoption of the text amendment as submitted with staff recommendations. All present voted affirmative, motion carried.

Case 12-51: Administrative request for a text amendment to the zoning code regarding mixed-use criteria for Downtown residential uses including density, design and locational standards.

Mr. Crowe requested that this item be tabled to allow staff additional time for research.

Motion made by Ms. Moody and seconded by Mr. Petrucci to table this case until the November 6, 2012 meeting. All present voted affirmative, motion carried.

Case 12-43: Consideration of revocation of conditional use for outdoor shooting range located at 404 N. Moody Rd. based on City Attorney findings pertaining to local regulation of existing shooting ranges (Florida Statute 790.333).

Mr. Crowe advised staff had not previously been aware of this particular statute that effectively prohibits Planning Boards and local governments from regulating existing ranges. Based on the City Attorney's opinion no action is required by the Board.

With no further business, meeting adjourned.

**Case 12-42: 301 River St. & 101 N. 1st St (Riverfront Park)
Request to Amend Comprehensive Plan Map from RL to REC, Rezone
from DB to ROS, and Revise Conditional Uses for ROS Category**

Applicant: Building & Zoning Dept.

STAFF REPORT

DATE: September 25, 2012
TO: Planning Board members
FROM: Thad Crowe, AICP
Planning Director

APPLICATION REQUEST

To annex, amend Comprehensive Plan Future Land Use Map (FLUM) from RL (Residential, Low Density) and COM (Commercial) to REC (Recreation). Public notice included legal advertisement, property posting, and letters to nearby property owners (within 150 feet). City departments had no objections to the proposed actions.



Figure 1: Site and Vicinity Map

APPLICATION BACKGROUND

The existing Riverfront Park provides an area of green space that runs approximately 1,800 feet along the river, from the US 17 bridge south. For unknown reasons the park south of Lemon St. (St. Johns Ave.) was put into the Residential Low Density future land use map category (south of St. Johns Ave.) and in the Commercial category (north of St. Johns Avenue). This is a “housekeeping” measure intended to put the park into the appropriate FLUM category, and staff will follow up at a future meeting with a similar amendment to change the northern part of the park between the US 17 bridge and Lemon St from Commercial to REC as well. Staff had previously presented this as an amendment to the PB (Public Buildings and Facilities) FLUM and has decided to instead utilize the REC FLUM category due to Planning Board concerns about potentially inappropriate development in the PB FLUM category. Staff has also added rezoning the property to the ROS (Recreation and Open Space) zoning district and providing some clarifying text revisions in this category to reflect uses that are anticipated in the Riverfront Master Plan area.

Table 1: Use Classifications

Property	FLUM	Zoning	Existing Use
Site	COM (Commercial) RL (Residential, Low Density)	DR (Downtown Riverfront)	Riverfront Park
Property to North	COM (Commercial)	DR (Downtown Riverfront)	US 17 & motel
Property to South	RL (Residential, Low Density)	R-1A (Residential, Single-Family)	Single-Family Dwelling Dock
Property to West	COM (Commercial) RH (Residential High Density)	DR (Downtown Riverfront)	Undeveloped Office
Property to East	County	County	St. Johns River

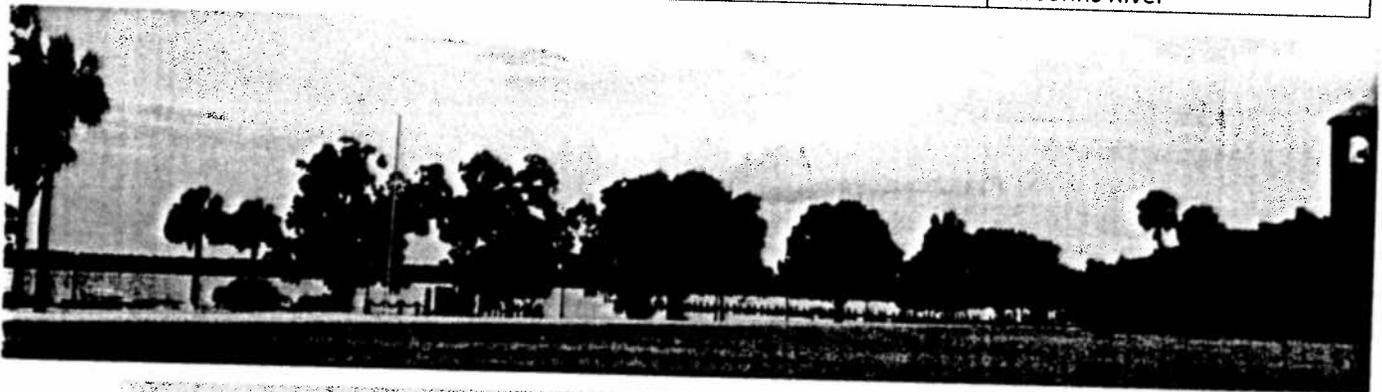


Figure 2 (above) Park from Lemon/Memorial

Figure 3 (below): Park from River St

PROJECT ANALYSIS

Future Land Use Analysis

Criteria for consideration of comprehensive plan amendments under F.S. 163-3187 are shown in italics below (staff response follows each criterion, and comprehensive plan extracts are underlined).

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

The application does not conflict with goals, objectives and policies of the Comprehensive Plan. The following FLUM category would be appropriate for this park.

Policy A.1.9.3

3. Recreation (158 acres)

Land designated for recreation is intended for a variety of leisure time activities. Included in this land use classification are both resource-based and activity-based sites and facilities. Resource-based sites and facilities are oriented toward natural resources; activity-based sites and facilities are those that require major development for the enjoyment of a particular activity. Activity-based sites and facilities include ball fields, golf courses, tennis courts, etc.; resource-based facilities include lakes, trails, picnic areas, etc.

New recreational facilities must be sited in locations which are compatible or can be made compatible with adjacent land uses.

Impervious surface land coverage of recreation land use shall not exceed 50 percent for active recreational development; 10 percent for passive recreational development.

Staff Comment: Staff believes that the REC category is appropriate for this property as it allows for a wide range of recreational activities. To ensure that the REC category is consistent with the uses anticipated in the Riverfront Master Plan, Staff believes it would be appropriate to add language to the policy above that would allow within the Recreation FLUM category public museums, education centers, and limited privately-run concessions limited to restaurants and recreation-related activities.

The ROS zoning category is shown below.

Sec. 94-152. - ROS recreation/open space district.

(a) Intent. The ROS district includes lands used for activities that are associated with recreation, whether in public and/or private ownership. Open space managed by the state, county or city is also included in this district.

(b) Permitted principal uses and structures. Permitted principal uses and structures in the ROS district are as follows:

(1) Private camps, camping grounds, and recreational exhibits and areas.

(2) Public or private playgrounds and playfields.

(3) Country clubs, including golf courses and playing courts.

(4) Marinas.

(5) Fairgrounds.

(6) Open space, including natural vegetation and landscaping, water bodies, etc.

- (c) Permitted accessory uses and structures. Permitted accessory uses and structures in the ROS district are as follows:
- (1) Storage buildings for recreational equipment.
 - (2) Meeting facilities.
- (d) Conditional uses. (Conditional uses are permissible after public notice and hearing.) Conditional uses in the ROS district are as follows: Essential services, subject to buffering.
- (e) Development specifications. Development specifications for the ROS district are as follows:
- (1) Impervious surface land coverage in this district shall not exceed 50 percent for active recreational development, and ten percent for passive recreational development.
 - (2) All construction shall be on continuous perimeter poured concrete footers measuring a minimum of 24 inches wide by eight inches deep. All construction also shall include a continuous masonry enclosure wall from the ground to the bottom exterior of the floor system.
- (f) Permitted signs. Directional signs, ground signs, and wall signs.

Staff Comment: Staff believes that the Riverfront Park as it is currently functions and as anticipated in the Riverfront Master Plan generally comports with this zoning district with a similar recommendation that a public museum, education center, and limited privately-run concessions limited to a restaurant and recreation-related activities be added as permitted uses.

Provide analysis of the availability of facilities and services.

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

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

Staff Comment: not applicable as the site is developed with a park.

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

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

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

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

Staff Comment: the park use does not represent urban sprawl.

STAFF RECOMMENDATION

As demonstrated in this report, this application meets applicable future land use map amendment criteria. Staff recommends approval of amending the future land use map category to REC, rezoning the property to ROS, and adding the following conditional uses to the REC zoning category: restaurants and recreation-oriented private concessions.