KARL N. FLAGG
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

EGRA KITCHENS
OMMISSIONER

VERNON MYERS
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

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

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

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT.

DONALD E. HOLMES
CITY ATTORNEY

AGENDA
CITY OF PALATKA
Price-Martin Community Center
November 12, 2009

CALL TO ORDER:
a. Invocation – Brother Nicol Fecteau, Chaplin, Palatka Police Dept.
b. Pledge of Allegiance
c. Roll Call

APPROVAL OF MINUTES – 10-22-09 Workshop; 10-22-09 Regular; 10-29-09 Called

1. **PUBLIC RECOGNITION**
   a. **PROCLAMATION** – Communities in Schools Awareness Month – November, 2009
   b. **PRESENTATION of FGFOA Certificate of Achievement in Financial Reporting –** Finance Director Ruby Williams, City Manager Woody Boynton and Mayor Karl N. Flagg
   c. **STUDENT OF THE MONTH – November, 2009** – Mayor Flagg & Commissioner Kitchens

Cristian Doane	Beasley Middle School
Deonna Miller	Browning Pearce Elementary School
Hannah Rivera	Children's Reading Center Charter School
Austin Mack	E.H. Miller School
Colleen McMurtry	James A. Long Elementary School
Samantha Story	Jenkins Middle School
Jason Gullett	Kelley Smith Elementary School
De'Monterio Watts	Mellon Elementary School
Shea Carter	Moseley Elementary School
Leequan Leonard	Palatka High School
Ariel Bosque	Peniel Baptist Academy

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

3. **CONSENT AGENDA:**
   *a. **Adopt Water Taxi Business Plan** contingent upon FDOT and FHWA approval of schedule and scope amendments
   *b. **Approve T-Mobile's Request to restructure lease agreement** for mobile antennae atop Water Tower
   *c. **Approve Budget Amendments & Transfers for F/Y 2008-09** – Finance Director
   *d. **Issue permit to exceed noise levels established by Chapter 30, Palatka Code of Ordinances to Pilot Club of Palatka** for Annual Light the Riverfront Event at the Palatka Riverfront Park on Saturday, Dec. 5 from 5:30 p.m. to 8:30 p.m., per Special Events Coordinator
   *e. **Issue permit to exceed noise levels established by Chamber 30, Palatka Code of Ordinances, to Steamboat Willies** for November 27 and November 28, 2009 (subsequent dates agendaed for approval on December 10, 2009)

PHONE: (386) 329-0100
201 N. 2ND STREET • PALATKA, FLORIDA 32177
www.cityofpalatka.com
FAX: (386) 329-0106

3. **CONSENT AGENDA (Continued)**
   - ***f. Accept Tom Pelikan's Resignation from the Historic Preservation Board** as member with legal experience, effective immediately
   - ***g. Reduce the Fine, per Code Enforcement Board Recommendation, on the following properties:**
     1. **1320 Carr Street (CE Case #08-162)** – reduction by 50% from $8,275.00 to $4,137.50 plus Cost of Prosecution
     2. **504 Reid Street (CE Case #08-60)** – reduction by 100% from $25,900 to Cost of Prosecution (new owner has demolished the building)
   - ***h. Adopt/Approve Main Street Building Improvement Grant Program,** per CRA recommendation 11/12/09

* 4. **REQUEST** to waive impact fees, hook-up cost and annexation requirement to run water and sewer to 3829 Reid Street – Terry Geck, Stagecoach Sauces, Inc.

* 5. **RESOLUTION** authorizing the Mayor and City Clerk to execute and attest a Joint Participation Agreement with FDOT for design only of Taxiway B Drainage and Apron Rehabilitation at Palatka Municipal Airport (FIN 42753319410) – Adopt

* 6. **PUBLIC HEARING** – 5015 Crill Avenue – Planning Board Recommendation to Annex, Amend the Future Land Use Map and Future Land Use Element from Putnam County Urban Reserve to City of Palatka Commercial, and Rezone from Putnam Co. C-1 (Commercial) and AG (Agricultural) to City of Palatka C-2 (Intensive Commercial) – Jacob Spells, applicant
   a. Annexation Ordinance #09-48 – Adopt
   b. Land Use Amendment Ordinance #-09-49 - Adopt
   c. Rezoning Ordinance – 1st reading

* 7. **PUBLIC HEARING** – 6677 & 6679 Crill Avenue – Planning Board Recommendation to Annex, Amend the Future Land Use Map and Future Land Use Element from Putnam County Urban Reserve to City of Palatka Commercial, and Rezone from Putnam County Agricultural (AG) to City of Palatka Commercial Neighborhood (C-1A) – Rural Health Care, Inc., applicant; Juli Holmes, Agent
   a. Annexation Ordinance #09-50 – Adopt
   b. Land Use Amendment Ordinance #-09-51 - Adopt
   c. Rezoning Ordinance – 1st reading

* 8. **PUBLIC HEARING** – 6681 Crill Avenue – Planning Board Recommendation to Annex, Amend the Future Land Use Map and Future Land Use Element from Putnam County Urban Reserve to City of Palatka Commercial, and Rezone from Putnam Co. R-1A (Single Family Residential) and AG (Agricultural) to City of Palatka C-1A (Commercial Neighborhood) – Beck/Sloan Properties, Inc., applicant
   a. Annexation Ordinance #09-52 – Adopt
   b. Land Use Amendment Ordinance #-09-53 - Adopt
   c. Rezoning Ordinance – 1st reading

* 9. **PUBLIC HEARING - ORDINANCE** - Planning Board Case #PB 08-29 - Request to close N.16th Street between St. Johns Avenue and Reid Street - St. Johns Automotive Real Estate, LLC; Juli Holmes, Agent; 2nd Reading, Adopt

10. ADMINISTRATIVE REPORTS

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:

November 19 – 20, 2009 – FLC Annual Legislative Conference, Orlando, FL
November 26 & 27, 2009 – City Offices closed in observance of Thanksgiving
December 24 & 25, 2009 – City offices closed in observance of Christmas Holiday
January 1, 2010 – City offices closed in observance of New Year's Day
January 18, 2010 – City Offices closed in observance of Martin Luther King Jr. Day

BOARD OPENINGS:

Code Enforcement Board:	1 alternate (at large)
Historic Preservation Board:	1 member with Legal Experience
Housing Authority Board:	1 Resident Representative
Tree Committee:	1 Vacancy (at large)

WHEREAS, reversing the trend of school dropouts requires increased awareness of the problem and the use of federal, state, family, community and school resources to successfully implement measures to keep students in school; and

WHEREAS, Communities In Schools, one of the nation's largest stay-in-school networks, is committed to providing every child with a personal relationship with a caring adult, a safe place to learn and grow, a healthy start and a healthy future, a marketable skill to use upon graduation, and an opportunity to contribute to peers and the community; and

WHEREAS, Communities In Schools improves the network of support for students and their families, and adds to the community resources brought to the schools.

NOW, THEREFORE, I, Mayor Karl N. Flagg, together with the members of the Palatka City Commission, do hereby proclaim the month of November as

COMMUNITIES IN SCHOOLS AWARENESS MONTH

And hereby urges all citizens of Palatka to be ever mindful that education is a dynamic entity and that its continued high quality depends on the concern and vigilance of every resident of our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Seal of the City of Palatka, Florida on this 12th day of November, in the Year of Our Lord Two Thousand Nine.

Commissioners:
Mary Lawson Brown
Allegra Kitchens
Vernon Myers
James Norwood, Jr.

PALATKA CITY COMMISSION

_____

By: Karl N. Flagg, MAYOR

Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

October 26, 2009

Elwin C. Boynton, Jr.
City Manager
City of Palatka
201 N. 2nd Street
Palatka FL 32177-3735

Dear Mr. Boynton:

We are pleased to notify you that your comprehensive annual financial report (CAFR) for the fiscal year ended September 30, 2008, qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Each entity submitting a report to the Certificate of Achievement review process is provided with a "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements in its financial reporting techniques. Your list has been enclosed. You are strongly encouraged to implement the recommended improvements into the next report and submit it to the program. If it is unclear what must be done to implement a comment or if there appears to be a discrepancy between the comment and the information in the CAFR, please contact the Technical Services Center (312) 977-9700 and ask to speak with a Certificate of Achievement Program in-house reviewer.

The Certificate of Achievement program policy requires that written responses to the comments and suggestions for improvement accompany the next fiscal year's submission. Your written responses should provide detail about how you choose to address each item that is contained within this report. These responses will be provided to those Special Review Committee members participating in the review.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. As a designated individual we have enclosed your AFRA. Since you are only one of the designees, also enclosed are AFRA's for:

Ruby M. Williams, Finance Director
The Honorable Karl N. Flagg, Mayor

Your Certificate of Achievement plaque will be shipped to you under separate cover in about eight weeks. We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release has been enclosed. We suggest that you provide copies of it to local newspapers, radio stations and television stations. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, www.gfoa.org .

A current holder of a Certificate of Achievement may include a reproduction of the award in its immediately subsequent CAFR. A camera ready copy of your Certificate is enclosed for that purpose. If you reproduce your Certificate in your next report, please refer to the enclosed instructions. A Certificate of Achievement is valid for a period of one year. To continue to participate in the Certificate of Achievement Program it will be necessary for you to submit your next CAFR to our review process.

In order to expedite your submission we have enclosed a Certificate of Achievement Program application form to facilitate a timely submission of your next report. This form should be completed and sent (postmarked) with three copies of your report, three copies of your application, three copies of your written responses to the program's comments and suggestions for improvement from the prior year, and any other pertinent material with the appropriate fee by March 31, 2010.

Your continued interest in and support of the Certificate of Achievement Program is most appreciated. If we may be of any further assistance, please contact Delores Smith (dsmith@gfoa.org or (312) 578-5454).

Sincerely,
Government Finance Officers Association

Stephen J. Gauthier, Director
Technical Services Center

SJG/ds

Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

10/26/2009

NEWS RELEASE

For Information contact:
Stephen Gauthier (312) 977-9700

(Chicago)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **City of Palatka** by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to:

Elwin C. Boynton, Jr., City Manager

The Honorable Karl N. Flagg, Mayor

Ruby M. Williams, Finance Director

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL, and Washington, D.C.

PRESENTATION OF THE CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING

The Certificate of Achievement for Excellence in Financial Reporting is the highest form of recognition in governmental accounting and financial reporting. The Certificate program thereby advocates that recipients be formally recognized for their outstanding accomplishments. If you would like a formal presentation of the Certificate of Achievement plaque, you should contact your GFOA State Reprensentative. The contact information follows:

Ms. Pamela Childers, CPA
Financial Services Manager
City of Pensacola
222 W. Main Street
PO Box 12910
Pensacola, FL 32521
UNITED STATES

Phone:
(850) 435-1818

Fax:
(850) 435-1700

Email:
PChilders@ci.pensacola.fl.us

Ms. Linda S. Howard
Director, Fiscal Services
Orlando Utilities Commission
100 W. Anderson Street
P.O. Box 3193
Orlando, FL 32802
UNITED STATES

Phone:
407-423-9100

Fax:
(407) 236-9696

Email:
lhoward@ouc.com

Mrs. Georgina S. Rodriguez
Finance & Budget Director
Town of Pembroke Park
3150 SW 52nd Avenue
Pembroke Park, FL 33023
UNITED STATES

Phone:
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Fax:
954-961-4760

Email:
grodriguez@townofpembrokepark.com

Agenda Item

3a

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

City of Palatka

Office of the City Manager

To: **Mayor Flagg, Commissioners Brown, Kitchens, Myers and Norwood**

From: Woody Boynton, City Manager

Date: October 20, 2009

RE: Water Taxi Service for Palatka

On October 22, 2009 a workshop was conducted to discuss the business plan associated with a water taxi service for the City of Palatka. A memo noting a brief history and issues related to the viability of the service was provided for this discussion. I have attached that memo for reference.

From the workshop, it was noted by Jeff Norton and myself that the business plan had been changed substantially from what the commission had reviewed several months ago. In addition, we noted the FDOT and FHWA had provided technical review of the business plan and that many of their issues had been resolved. We also noted that they would not issue a statement either way on the viability of the service nor would they offer approval on any changes made to the Joint Participating Agreement or Grant Application until such time the business plan had been accepted by the City Commission; only then could the business plan be reviewed from both a technical and logistical perspective.

In order for the water taxi service to be viable enterprise and not be a financial burden to the City, several changes were needed to be made to the business plan. These changes are as follows:

1. A reduced schedule of four (4) days per week operation (two trips each for two separate routes), not the originally proposed schedule that included daily service on two separate routes.
2. The elimination of a riverboat as a water taxi.
3. Request that operation of the water taxi would not occur if no passengers were at the Palatka terminal. In addition, we would need to know how often they would allow it to operate with no passengers.

Other than item #2 above (which was recommended by the FDOT), these changes are significant and may not meet the definition of a water taxi service. As we have learned, the FHWA considers a water taxi service to be a commuter service. It is not known whether or not a minimal route service and a service that would only run if passengers existed at the originating terminal would be consistent with their requirements. We do however believe that these two requirements are necessary to minimize the City's exposure to subsidizing this enterprise. I will mention again that the FHWA will not fund any portion of the operations of these boats regardless of what they may or may not be funding for other operations.

I believe that the business plan that you have in front of you tonight could be a viable enterprise if the above changes are allowed to be incorporated into the business plan. If these items are approved by the FDOT and FHWA, it would give us the appropriate and more detailed information to issue an Request for Proposals for

vendors to operate the taxi service. If the above changes are not approved then the it is my concern that the water taxi service is not viable.

Therefore, it is my recommendation that the City Commission approve the attached business plan and authorize its submission to the FDOT for their review and approval. It is expected that comments will be received by the FDOT whether these comments specifically relate to the schedule changes noted above or other issues that may arise during their review. If comments are received then they will be incorporated into the business plan and brought back to the commission for review and additional approval. If no comments are received and they accept the business plan as is, this information will be communicated to the commission as well. The next step would be to issue the RFP mentioned above. If there are vendors that are willing to operate the water taxi service in accordance with the approved business plan and with no subsidy by the City

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

City of Palatka

Office of the City Manager

To: **Mayor Flagg, Commissioners Brown, Kitchens, Myers and Norwood**

From: Woody Boynton, City Manager

Date: October 20, 2009

RE: Water Taxi Service for Palatka

As you know, the City of Palatka and the non-profit group "Pride of Palatka" have been pursuing a Riverboat for the City of Palatka for more than ten years. It is my understanding that the initial intent of Pride of Palatka was the establishment of a paddlewheel boat in Palatka (Palatka Riverboat Association Feasibility Study – December 13, 1999). Over the past several years that initial vision has not waned, but the path to realizing this vision has taken many turns.

In 2002, the first of three grants was awarded ($300,000) to the City of Palatka. By 2005 grants totaling approximately $1.2 million had been requested and secured; however, the monies requested were for a water taxi service with a specific daily and weekly schedule, and not for a paddlewheel boat. The 2002 grant application indicated that a smaller vessel would be needed for the water taxi service and that the $300,000 requested would have been adequate to purchase a boat for this purpose. I am not sure why the boat was not purchased at that time, but subsequent grant applications requested money to upgrade existing infrastructure at each of the "terminal" locations noted in the 2002 application. These applications were made with the belief that some of the money could be used for the purchase of a paddlewheel boat.

By September 2007, it appeared that the City had moved to the final stages of realizing a water taxi service on the St. Johns River and staff was directed to negotiate a business plan that would fulfill the FDOT and FHWA's requirements; however, this process however has not gone as smoothly or quickly as was expected. For this reason, this workshop is being held today. The Business Plan before you requires the full support of the commission before it is resubmitted to the FDOT. Before I make a final presentation to the commission, Staff feels it is imperative that not only the business plan be reviewed in a workshop setting, but the viability of a water taxi service be discussed.

Significant issues were raised during the last submittal of the business plan (late fall of 2008), many of which have been addressed by the Pride of Palatka through Jeff Norton. The most significant of those issues is that the City would not be required to make a 20-percent match of the Federal monies received. FDOT representatives have made it clear that they will not approve or support a business plan that is not initially approved by the City Commission. Also, they will provide us with comments on technical issues, but will not indicate in writing their opinion on whether or not the business plan is viable. I am confident that through one additional and hopefully final meeting with FDOT officials to discuss the business plan before you, accompanied by a resolution of the City Commission supporting the business plan, that the business plan in front of you could finally be approved by the FDOT.

What I am not confident about is the viability of the water taxi service succeeding and the expectations of the FDOT and the FHWA that the City would subsidize this operation to ensure its continued operation at the risk of reimbursing the FHWA all grant money spent.

We have spent the last several weeks talking with the FHWA about what the grant money can and cannot be spent on. The money can only be spent on the purchase or renovation of boats for a water taxi service and for infrastructure improvements necessary to support the ferry service. The money cannot be spent for operational needs of the ferry service, nor does it appear that they will accept a paddlewheel boat as an acceptable means of a taxi service vessel. A water taxi service, in their opinion, is a commuter service that provides daily service between terminals, although a less-than-daily service schedule may be suggested. FHWA will not consider infrastructure improvements separately from the purchase or renovation of the boats – in other words, we can expect that monies used for infrastructure improvements (as well as the money used to purchase/renovate the boats) would need to be paid back should the water taxi service be discontinued. The FHWA considers a water taxi (ferry) service to be a viable operation for 25 to 30 years.

This is where the business plan becomes subjective, meaning that the estimated ridership is just that -- an estimate. At a minimum, no less than five (5) and up to seventeen (17) riders per trip (per day) would be necessary to break even. This is based on a reduced schedule of four (4) days per week operation (two trips each for two separate routes), not the originally proposed schedule that included daily service on two separate routes. We believe that by reducing the required number of trips per week, the water taxi service will have a better chance of success.

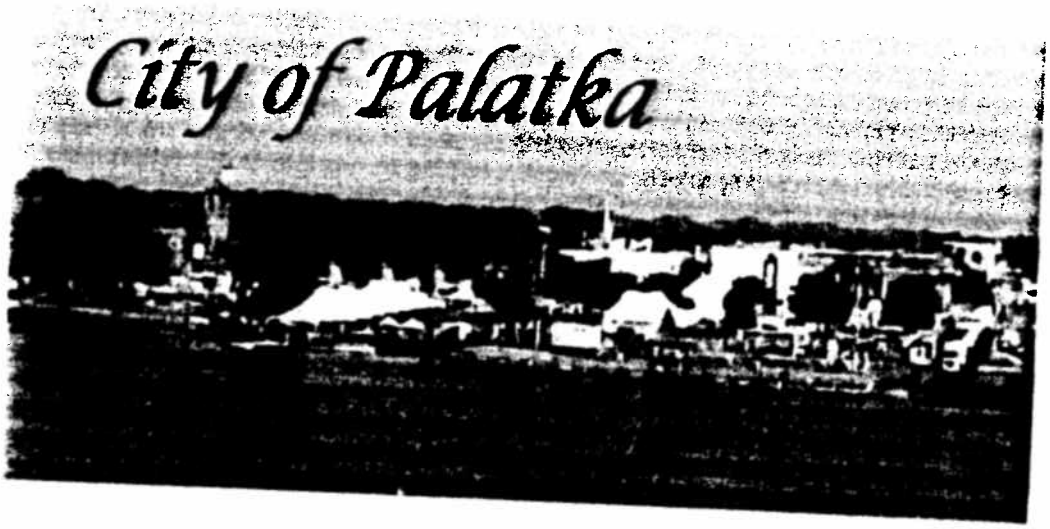
Another reason we have attempted to minimize the total number of trips per day is that the FDOT requires a backup vessel be available, should the primary vessel be down for any reason. The original schedule would have required three vessels be made available, as the proposed schedule included routes that would occur simultaneously. Although I cannot dispute the numbers estimated for expenses, I can only add that the City of New Smyrna Beach, which operates a similar type water taxi service, estimates that it costs them $90 per hour to operate. Assuming this cost per hour, the actual operating expense costs noted in our business plan would triple ($84,000 +/- versus $227,000 +/-).

It is interesting to note that I did find that New Smyrna Beach is subsidizing its water taxi service. It appears that the current loss is subsidized through the grant and not through the general fund (I am not sure how they are doing this and they were not forthcoming with any additional information). In conversation with Wiley Deck, Aide to Congressman Mica, he indicated that he did not know of a single water taxi service that is not subsidized by a governmental entity. This is another reason I am concerned about the viability of the water taxi service as a "stand alone" operation. There is a very real expectation that the City will need to subsidize this project to make this a viable mode of transportation.

I am not saying that this operation will not succeed. Several entities have expressed an interest in operating these vessels. We initially issued a Request for Proposals for this service in 2008, but suspended the process until such time all questions, including the schedule, proposed routes, insurance, docking, penalties, etc., were sufficiently answered by the City. If directed to do so, we would reissue the Request for Proposals to determine if these entities are still interested and whether they would be willing to enter into a non-subsidized contract to operate these vessels.

Prior to issuing the Request for Proposals, it will be necessary to have four questions answered by the FHWA. These include: Will they allow the schedule to be modified to the schedule currently shown in the business plan? Will they allow the ferry service to be derived in Palatka with no commitment to pick-up passengers at other terminals? Will the Ferry service need to operate if no passengers exist that day at the Palatka terminal? And finally what is FHWA's definition of a functioning ferry service?

These questions have a direct impact on an operator's interest in bidding on the project. If these questions are answered in the interest of the City and an entity is willing to operate the ferry service with no compensation from the City, then this may very well be a viable business opportunity.



BUSINESS PLAN
FOR
PRIDE OF PALATKA
WATER TAXI SERVICE
ON THE BEAUTIFUL ST. JOHNS RIVER

Motion – Palatka City Commission
Adopted In Regular Session, September 13, 2007 Without Opposition

By Commissioner Sanders, Seconded by Commissioner Kitchens

I would like to move, with this explanation made part of the motion so that the record is clear, that since 1994 citizens of Palatka have sought to bring a river boat to the city's waterfront to serve to support the tourism and economic development of the city and Putnam County. That effort was recognized by Representatives John Mica and Corrine Brown as consistent with his work through the House Transportation Committee of the U. S. Congress to revive and expand the use of our waterways as transportation conduits, to enhance the movement of goods and people, and to open areas of historical and ecological interest for the benefit of students, residents and visitors.

As a result, congressionally directed funds were awarded the City for the implementation of a ferry service consistent with the Ferry Boat Discretionary Program (1991 ISTEA Section 1064; 23 U.S.C. 129(c) TEA-21 Section 1207), which have since been held in abeyance pending development of a plan for operation.

A conceptual business plan has now been developed on behalf of Pride of Palatka, Inc., the not-for-profit organization that will undertake operation of the ferry without risk or expenditure of local tax funds by the City, and so I move that this Commission; (1)approve the concept outlined in the Business Plan dated July 18, 2007; and (2) authorize its staff to participate with Pride of Palatka, Inc.'s designated representatives to meet with representatives of the office of Congressman Mica and Congresswoman Brown, the Federal Highway Administration, Florida Department of Transportation and other appropriate agencies to implement the plan.

Executive Summary

The Pride of Palatka Water Taxi is a City of Palatka-based water taxi transportation service.

The water taxi service provides another viable means of transportation to destinations such as :

Welaka

Crescent City

Murphy's Island

Dunns Creek State Park

Although areas such as Welaka and Crescent City are accessible by state and county roads the water taxi service will offer another means to these locations by traveling the St. Johns River a Heritage River as well as inaccessible destinations by vehicle such as Murphy's Island and Dunns Creek State Park.

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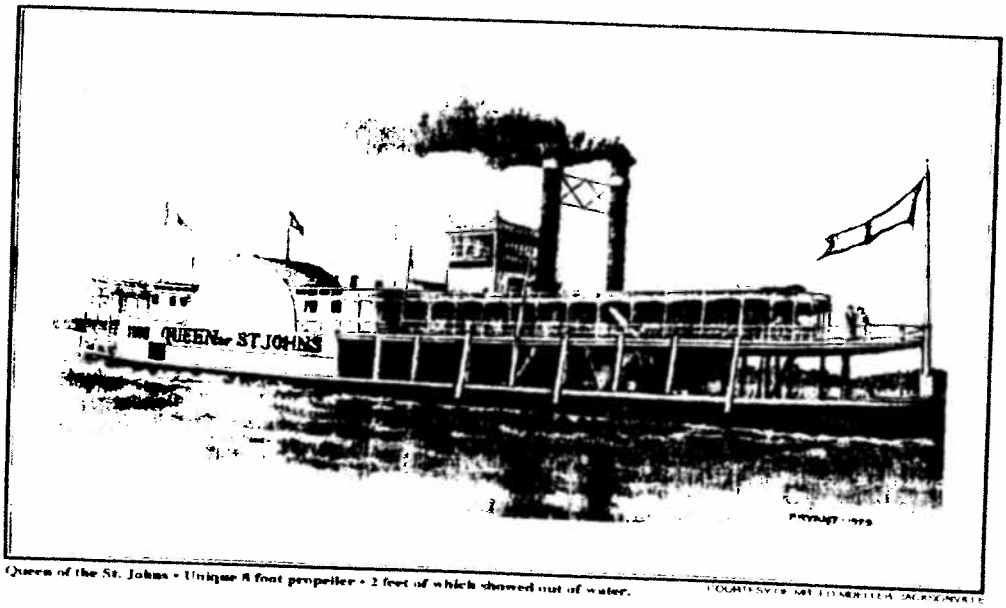


Queen of the St. Johns - Unique 8 foot propeller - 2 feet of which showed out of water.

STATEMENT OF PURPOSE

- The intended purpose of this document is to communicate the vision of a viable ferry/water taxi service for the City of Palatka. We believe that a ferry/water taxi service based on this general concept can contribute to the economic development and public perceptions of our city, it should be understood that all of the suggestions presented here are subject to change as negotiations are entered into with any party making a contribution to this effort and as we learn more about the needs and desires of our community.

HISTORY

- Throughout its history, Palatka and Putnam County have been closely linked to the prosperity of the St. Johns River. The first settlers came to the area via the river to trade with the Indians, develop rice fields, cultivate citrus groves and log the abundant forest in the immediate vicinity. Hand in hand with industry and agriculture flourishing, tourist trade developed as well. Prior to the Civil War, Hubbard Hart had established a steamboat service, which operated out of Palatka and provided tourists with a trip that took them as far as Silver Springs via the St. Johns and Ocklawaha Rivers. Steamboats also provided transportation between Palatka, Welaka, and Crescent City as well as Jacksonville and points of north. The heyday of steamships lasted for about six decades.
- In his personal papers, Robert E. Lee wrote of the vacation he and his daughter took on the St. John's River with Palatka as one of his destinations.
- With such a rich and varied history joining Palatka and Putnam County to riverboat travel on the St. John's River, it is inconceivable that any plan for the revitalization of the Palatka Riverfront and downtown economy could be considered without the inclusion of Riverboats.

It is to this end that The Pride of Palatka, Inc. a non-profit Corporation which was chartered in the year of 1997 with the sole purpose of making riverboats/water taxies a vital part of the redevelopment and future prosperity of Palatka and Putnam County. The service to Murphy's Island, Welaka, Dunns Creek State Park, Crescent City and Buckman Locks will offer a much needed connector. Murphy's Island is inaccessible by land to the public.

INTRODUCTION

- The City of Palatka has devoted it's time and efforts in determining the best means to provide a water taxi service that would meet the requirements as set forth by the Florida Department of Transportation.

- Recognition of these efforts by United States Representatives Corrine Brown and John Mica led to the designation of the City of Palatka as a recipient of the allocation of funds from the FHWA Ferry Boat Discretionary Program.

- The water taxi service will consist of
    1. Two 49 passenger vessels

- The City of Palatka has received three water taxi vessels by means of a transfer from Broward County. These vessels were purchased by Broward County with funds made available through the Ferry Boat Discretionary Program.

- Broward county has surplused these vessels, giving the City of Palatka the opportunity to acquire them through a transfer of property. Two of the vessels will be renovated to meet the ADA requirements and to meet the needs of the water taxi service for the City of Palatka.

- The City of Palatka's water taxi service will provide a primary means of transportation to Murphy's Island and Welaka. Additional service will include Dunn's Creek State Park, Crescent City, and Buckman Locks. .

THE MISSION

- The Pride of Palatka, Inc. is a non-profit corporation founded exclusively for public, civic, charitable, recreational, and educational purposes, which is comprised of volunteers who live in various parts of Putnam County.
- The City of Palatka in keeping with the specifications of the JPA under the FHWA Ferry Boat Discretionary Program will oversee operations of the water taxi and ferry boat service and will receive quarterly reports from the qualified firm or individual that is awarded the contract to fully operate and maintain the water taxi service.

The 49 passenger vessels will provide water taxi service to the following:

Murphy's Island
Welaka,
Dunn's Creek State Park
Buckman Locks and
Crescent City.

See Attachment for operation schedule of Vessel's "A"& "B"

*In the event that either vessel experiences mechanical difficulties during the scheduled services, vessel "A" or "B" will be directed to accommodate the remaining schedule of services until repairs are made.

- The funding source will be FHWA Ferry Boat Discretionary Program:

$450,000 for renovations of water taxis acquired from Broward County

$850,000 infrastructure for ferry water taxis. (see capital improvements and investment costs page 13.)

THE WATER TAXI SERVICE

A viable water taxi and ferry boat service for the City of Palatka, which operates from an attractive facility, will successfully combine scheduled local daily services from the Main terminal to Welaka and Murphy's Island and weekly runs to Crescent City, Dunns Creek and the Buckman Locks.

A successful water taxi service which becomes known as a fun way to see and travel the area can be a welcome contributor to the economy of Putnam County while removing congestion from the roadways and giving an alternative method of travel. It is the intention of the City of Palatka and The Pride of Palatka, Inc. to provide a water taxi and a ferry boat service to the citizens of Palatka and Putnam County and to those visiting as well.

The services provided will be fully operated and maintained by a qualified individual or firm with the understanding that the City of Palatka and The Pride of Palatka will not subsidize any operational costs.

The City will initially provide the following:

- Dockage
- Utilities
- Office/ticket facility

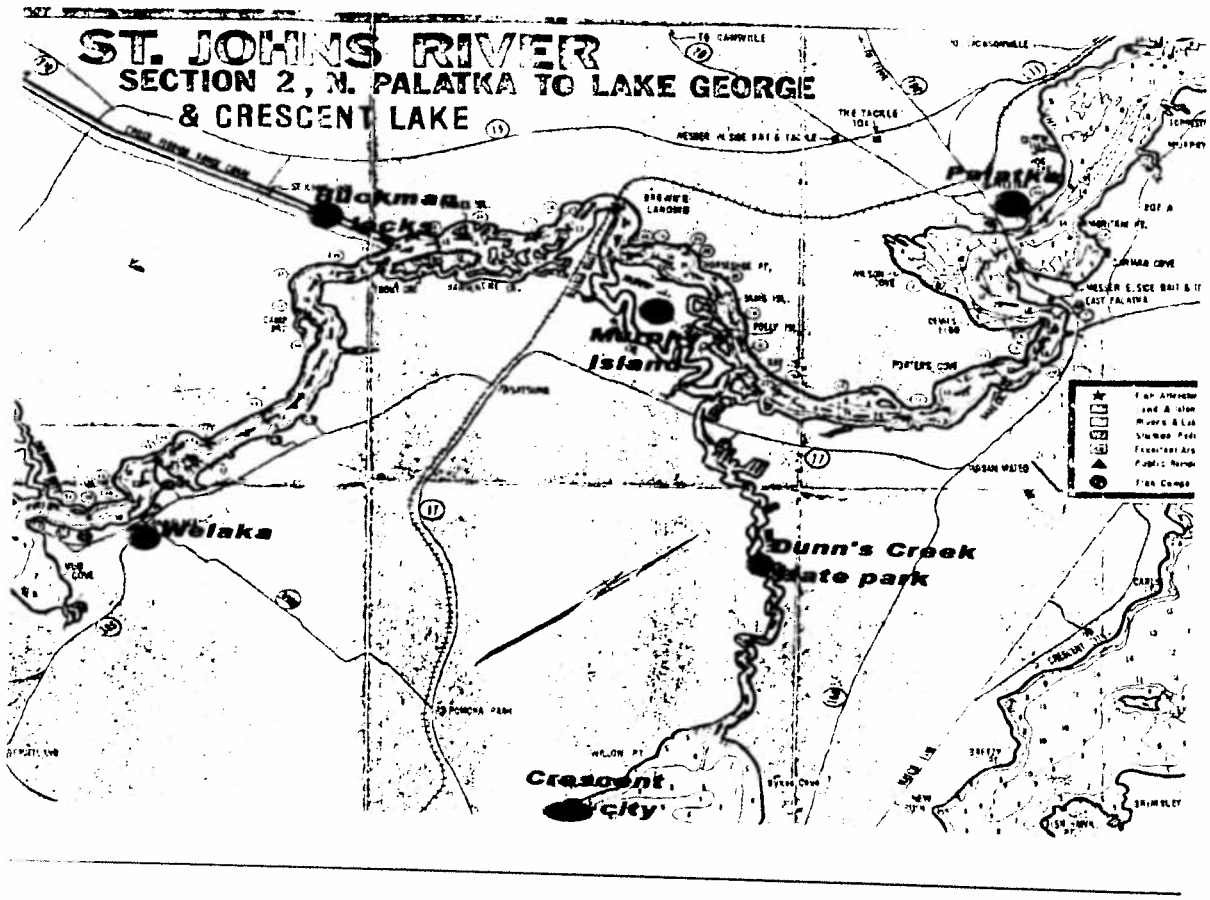
Pride of Palatka, Inc. will assist in the following:

- Marketing and advertisement funding programs
- Scheduling of events and local trade

** In the event of a disaster that would incapacitate or over capacitate the Highway 100/U.S. 17 bridge through Palatka, the water taxi's could provide invaluable support in cross river evacuation.

The two nearest St. John River crossing are Green Cove Springs 28 miles to the north and Astor 47 miles to the south.

MAP OF PROPOSED ROUTES



Distances

Palatka to Murphy's Island 8 miles

Murphy's Island to Welaka 12 miles

The Market and Services Offered

The City of Palatka currently has the Kay Larkin Airport and the Palatka Train Depot. The Airport is a public airport, which is utilized by Georgia Pacific, St. Johns River Water Management and many private and business individuals. The Palatka train Depot is occupied by Ride solutions and is a destination stop for both Amtrak and Greyhound Bus.

In addition to these transportation options, the City of Palatka is also the home of Ride Solutions a Countywide Public Transportation service.

The City of Palatka Water Taxi Service will offer a viable means of transportation not only to the citizens of Palatka but to citizens of Putnam County, passengers of Amtrak, Greyhound and visitors from surrounding counties and other locations. By having a middle price water taxi service, it will be especially attractive to both families and business travelers. The service will appeal to families as a reasonable and convenient alternative to them driving, Business travelers who require a more deluxe solution relative to taxis but do not have such a debilitating effect on the company's travel budget will embrace the City of Palatka s water taxi service. These two market segments are growing on average at 8.5% per year and there are over a million potential customers.

Marketing Plan

- As a result of years of planning and discussion, the Pride of Palatka, Inc. has created an awareness of the efforts and the need to secure and implement a riverboat ferry/water taxi service for Palatka. The citizens of Palatka, and the surrounding riverfront communities realize the importance of this unique connector and the service it will provide. Over the years this group has cultivated the goodwill and energized the citizens of this area to support this important initiative. Pride of Palatka has mobilized a formidable word-of-mouth network campaign which will compliment and enhance the marketing plan of the ferry/water taxi service. The combined efforts and support of the citizens and their elected officials from Palatka, Welaka and Crescent City guarantee the success of the service.
- The marketing plan for the ferry/water taxi service will communicate to the residents and visitors of Northeast Florida a unique and fun way to travel to the destinations scheduled. Travel on the water will provide a great way to see the area.
- The nature of the promotional messages will be light and fun, encouraging residents and visitors to travel by water and enjoy offerings of the "ports of call." Shopping, dining and stress free travel to destinations which offer a host of local attractions.
- Objectives:

  To create awareness of the ferry/water taxi service among residents and visitors to Palatka, Putnam County and the surrounding areas.

  To establish a brand positioning for the services as a fun, economical and scenic mode of transportation to destinations advertised.

  To create awareness to business visitors and tourists planning to visit the area.

- Strategies:

  Establish a colorful and fanciful logo image for the ferry/water taxi service.

  Develop a strategy which emphasizes a message of fun travel on the water, and the traffic benefits of riding the ferry/water taxi service.

  Communicate the message throughout Central and Northeast Florida's media outlets.

  Create and maintain a website which will communicate the message strategy, routes, schedules and to sell tickets and concessions online

  Coordinate marketing efforts with the tourism board, local chambers of commerce and visit the "real" Florida campaigns.

  Host a grand opening for the inauguration of the ferry/water taxi vessels and service.

  Conduct an aggressive public relations campaign with both local and national media.

Marketing Plan

Media Plan:

1.) Post a billboard campaign in strategic areas one month before the initiation of the service advertising the same

2.) Place poster advertisements on busses and trains

3.) Place ads on available outdoor signage infrastructure

4.) Internet Links

5.) Regional Newspapers Palatka, Jacksonville, St. Augustine and Gainesville

Print Collateral:

1.) Print and distribute 100,000 four color promotional route schedule brochures.

2.) Print and distribute 25,0000 four color promotional post cards.

3.) Print 250,000 promotional posters to be distributed for display by area merchants.

Radio and TV

Produce promotional 30 second and 60 second spots to run as public service announcements on local radio and TV stations one month prior to initiation of service.

*Pride of Palatka will establish a marketing budget for the first, second, and third year of operation of the ferry/water taxi service.

There is great potential to work with the Palatka community and the interests of Welaka and Crescent City to create opportunities for groups to use the ferry – be it for exposure to Florida history and nature, to go biking, kayaking, camping, canoeing or to explore the offerings of Palatka, with Ravine Gardens, its museums and murals.

Welaka offers its maritime museum, Welaka National Fish Hatchery and the State Forest.

Crescent City has the potential of not only Old Florida charm, but also is a jumping off point for a scenic trip to

Dunn's Creek State Park.

Marketing Continued

CITY	MILES
ALACHUA	58
BRANDON	144
DAYTONA BEACH	53
DELTONA	68
GAINESVILLE	55
JACKSONVILE	53
JACKSONVILLE BEACH	58
LAKE CITY	76
LAKELAND	128
MELBOURNE	137
MIAMI	307
OCALA	54
ORLANDO	91
PALM COAST	35
ST. AUGUSTINE	29
ST. PETERSBURG	167
TALLAHASSEE	180
TAMPA	148
WINTERHAVEN	128
LEESBURG	73

- **The table at left utilizes the official mileage designations of the Florida Department of Transportation, reflects distances from representative cities throughout the state with significant seasonal tourist populations. Over a period of time with effective marketing it can be expected that the water taxi service, as part of a larger presentation of the several historical and ecological areas of interest in and around Palatka, coupled with the increasing national interest in these areas, can be expected to attract Florida visitors for whom these cities are the home base of their stay.**

- **Additionally, by virtue of its location roughly equidistant between the major inbound visitor routes of I-95 to the east and I-75 to the west, current FDOT and visit Florida studies suggest that upwards of 14,400,000 Florida visitors pass within 50 miles of Palatka each year.**

- **An additional market segment, that will become more significant as the River Ferry service matures and Palatka's reputation as a destination becomes entrenched, will be those who come to the community for meetings and small conventions. Effective marketing on the community's part will create a larger potential market, adding to approximately 14,200 who now can be identified as spending time in the area while attending business, church, educational, sporting, reunion or similar events. Festivals and large scale sporting events are factored into the mix and this significantly increases the possible use of the ferry as a promotional tool.**

MARKETING DEMOGRAPHICS

COUNTY	POPULATION	S S RETIREES	STUDENTS	PERSONAL INCOME	GROSS SALES
BRADFORD	24,516	1,620	4,113	$ 0.24 BILLION	$ 0.37 BILLION
FLAGLER	36,527	9,665	5,361	$ 0.65 BILLION	$ 0.65 BILLION
PUTNAM	69,516	9,860	12,935	$ 0.97 BILLION	$ 1.45 BILLION
ST. JOHNS	98,188	13,320	15,396	$ 2.51 BILLION	$ 1.72 BILLION
CLAY	120,896	9,525	24,875	$ 2.23 BILLION	$ 1.90 BILLION
ALACHUA	196,221	14,990	29,166	$ 3.74 BILLION	$ 3.57 BILLION
MARION	224,612	46,695	35,527	$ 3.65 BILLION	$ 4.86 BILLION
VOLUSIA	402,970	74,126	56,788	$ 7.15 BILLION	$ 7.27 BILLION
TOTALS	**1.3 MILLION**	**17,790**	**184,161**	**$ 21.2 BILLION**	**$ 21.7 BILLION**

THE EXPERIENCE & ANCILLIARY UTILIZATION

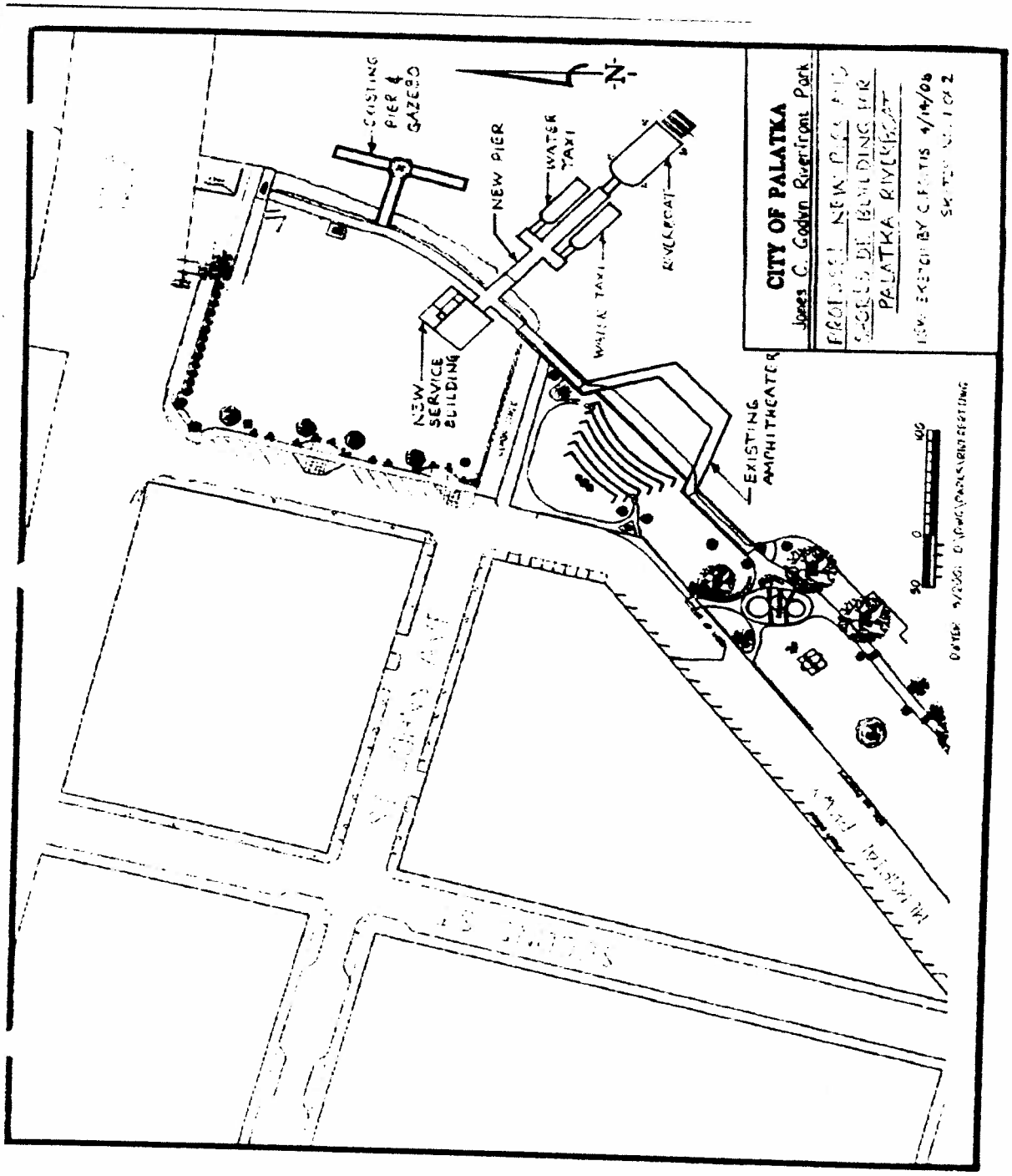
Park using modifications made for this purpose to the dock portion of the Griffin-Rotary Club Amphitheater. Tickets will be available through advance reservation and/or at an operations office located adjacent to the dock for that purpose. This office will also house the administrative and marketing offices of The Pride of Palatka, Inc. Passengers boarding at other locations on the river may make advance reservations for pick-up and payment for passage on the boat. The docking facility offers minimal interference with scheduled activities at the amphitheater and enables docking to take place under varying wind factors.

In conjunction with the Nature Conservancy, St. Johns River Water Management District and Florida Wildlife Commission, many of the scheduled taxi fares will be able to feature representatives of these organizations or presentations by Pride of Palatka personnel or trained student interns offering information that literally brings the woods and waters to life for those aboard.

The ferry should, early in its service, be designated as one of the official sites for the Great Florida Birding Trail, which now includes the Caravelle Ranch Wildlife Management Area, Welaka State Forest and Welaka National Fish Hatchery & Aquarium in Putnam County among its more than 135 sites.

The vessels will offer full rest rooms and be climate controlled. Information on Murphy's Island and Dunn's Creek State Park and the river area through which the vessels pass will be provided to passengers.

PROPOSED PIER AND DOCKING LAYOUT



List of Capital Improvements, Equipment and Costs

Water Taxi Main Terminal Construction

- Operations and passenger terminal structure
  $570,000.00
- Dockside improvements
  $65,000.00
- Grounds improvements, landscaping and safety equipment
  $20,000.00

Water Taxi Boats and Equipment

- TwoVessels built to spec and equipped for commercial service
  $450,000.00

Docks and Other Improvements

- Capital improvements to docks and structures at proposed taxi stops for safety and ADA compliance
  $95,000.00
- Total Capital Equipment and Construction
  $1,200,000.00

Boat Specifications and Procurement Costs

- The City of Palatka has been fortunate to receive three water taxi vessels by means of transfer from Broward County. The vessels in question were constructed by Canal Boats, Inc.

- It is necessary to increase the speed of the vessels by installing larger diesel motors in place of the electric ones that are currently on the boats. Two of the vessels will be completely renovated using the third as parts and spare parts. Description and specifications of the proposed diesel motors are included. Procurement and renovation of the two water taxis is $450,000.00.
- All vessels will be U.S. Coast Guard certified, ADA accessible and operated by a licensed, insured and bonded independent contractor through an agreement with the City.

Personnel

- The Pride of Palatka, Inc. acting on behalf of the City of Palatka, and other designated members will serve as Board of Directors and meet monthly with management to discuss policies, review progress, service and practices.

- The Business Plan is based on the award of a contract to those qualified to fully operate and maintain the water taxi and ferry boat service for the City of Palatka. A list of personnel and responsibilities will be provided during the RFP process. Any additional personnel shall be recruited first from the Palatka/Putnam County area, including but not limited to licensed and qualified captains, crew members, marketing director, reservation and office staff.

Policy and Procedures
Water Operations Ferry/Water Taxi Service

Introduction

- The City of Palatka Water Ops Policy and Procedures document is a work in progress; comments and suggestions are solicited and encouraged. The City of Palatka reserves the right to change these policy statements without notice.

Crew Policy

- The City of Palatka water taxi service utilizes paid Crew in its operations. Captains, Mates and Narrators, etc. are subject to this Crew Policy. City of Palatka is a Drug free and Alcohol free workplace. We will work with children, families and the general public and must present a good community image. We will share our facility with the Pride of Palatka, Inc. Pride of Palatka, Inc. may have different events on site including education and in-water eco education..

General

- The captain is responsible for all aspects of the operation including managing mates, handling passengers, docking, monies, USCG, Federal, State, and Local regulations, sage and proper vessel operation, basic maintenance (oil, fuel, and water), required documents, charts, etc. Any items on the vessel not in working order shall be tagged and logged.

Physical Activity

- Our Mission requires strenuous and difficult activities. Crew must be able to pass a physical dexterity test consistent with their assignment.

Drug Free Workplace

- All Crew shall comply with the City of Palatka Drug Free Workplace Policy. Failure to abide with the policy shall result in immediate termination.

Alcohol

- The operating Crew shall not consume any alcoholic beverages while on City of Palatka premises, or within 8 hours of any vessel movement. Failure to abide with the policy shall result in immediate termination.

Policy and Procedures

Crew

- All Crew must enroll in a mandatory random drug testing consortium. Crew members may be required to undergo a detailed background check. Crew shall be in good health and must be able to perform strenuous activities related to docking and securing our vessels and handling passengers of all ages including handicapped.

Captains

- All Captains shall be USCG licensed as required for the COI of the vessel. Captains shall maintain their personal documents at all times including Original License, Drug Consortium Certificate, First Aid Certificate, etc.

New Hires

- All newly hired Crew shall consent to a pre-employment drug screening..

Rate of Pay

• Captains	Base Rate	$15.00 hr
• Mates	Base Rate	$8.00 hr

Uniforms

- All Crew shall wear appropriate Uniforms as determined by Management.
- Crew shall wear shorts or slacks that are in good shape and match the shirts; denim and nylon are not allowed. All clothing shall be clean, pressed as necessary and spotless. Additional shirts may be purchased at cost. Foul weather gear, hats and shoes should be in good shape and consistent with the image of City of Palatka. .

Appearance

- All activities are in the public and Crew shall maintain a clean, neat and professional appearance. The Fleet Captain is the sole arbiter of dress.

Cash Handling

- The Captain is responsible for all cash, credit cards tickets, receipts and tokens used by passengers aboard City of Palatka vessels. All cash boxes must be given to office staff at the end of each shift. Any shortfall is the responsibility of the Captain. See the Fares Policy below.

Policy and Procedures - Fares Policy

General

- Fares for Ferry/Taxi passengers are determined by management. Deviations from any service fare must be approved by City of Palatka.
- Fares will be posted in the Pride of Palatka, Inc. office, on the web and brochures.
- Most fares will be collected aboard the taxi/ferry. Daily, weekly and annual passes may be purchased at the Pride of Palatka, Inc. ticket office.
- All day riders will be given color-coded writs bands which must be affixed to their body.
- Weekly and annual pass holders are given a card, which they must present at each boarding. Weekly and annual passes are not transferable. Lost passes may be replaced at the Pride of Palatka, Inc. ticket office.

Banking

- Office staff shall reconcile all cash, credit cards, and other payments and prepare deposits in a timely manner. As it related to the ferry/water taxi, deposits shall be made daily into the designated accounts.

Cash Handling Procedures

- General
- Fares collected on the vessels are the responsibility of the Captain. The Captain must manage crew to properly account for all fares. Fares paid at the Pride of Palatka, Inc. office are the responsibility of the Office Manager.
- Cash Box
- Before reporting to an assigned vessel, each Captain shall get a cash box at the Pride of Palatka, Inc. office. The Captain shall ascertain that the cash in the box is as detailed on the fare work-up sheet included. A change bank shall be provided. Credit card slips, tickets, passes, and wrist-bands shall also be provided.
- At the end of each shift, the Captain shall return the cash box to the Pride of Palatka, Inc. office with an updated fare worksheet.
- Fare Worksheet
- The fare worksheet shall contain the information below as updated by the Captain. The information required may change from time to time.
- Initial cash bank (for change making)

  Wrist bands

  Quantity

  Serial Number End

  Serial Number Start

- Weekly passes

  Quantity

  Serial Number End

  Serial Number Start

- Cash received
- Credit card payments received (tentative)
- Cash as the end of shift
- The Office Manager shall reconcile each cash box and fare worksheet no later than noon of the day following activity; weekend activity may be held until Monday.

Vessel Operations Policy

General

- City of Palatka vessels must be operated in a safe, professional manner with the safety of the passengers and vessel foremost. Care must be taken to dock in such a manner as to not damage the vessel or cause the passengers distress.

Schedules

- The City of Palatka timetable and schedule shall be adhered to at all times. The water taxi and ferry especially is a public service and passengers should not be kept waiting.

Communications

- Normal communications between Crew and the office will be by cell phone. VHF on a designated channel may be used as well.

Weather

- The Captain shall consult available weather sources including NOAA Radio, web weather and local TV weather to determine if it is unsafe to proceed with any voyage. Tornado warnings, hurricane watch and warnings, severe thunderstorm activity, etc. may be cause for delaying or canceling voyage. Cold, rain and wind shall not constitute sufficient reason to cancel a trip. In all cases, the Captain is the final authority.

Safety Announcements

- Crew shall make required safety announcements as per USCG regulations.

Training and Drills

- The Captain shall perform safety drills and man overboard drills as required by USCG regulations.

Crisis

- Emergency procedures are to be determined based upon the vessel's location, destination, and the type of emergency.
- Medical: Cell phones to 911 dispatch is the first action Cell phone or VHF to the main terminal is the second action
- MOB Institute MOB procedure

  Mark on GPS Announce on VHF channel 16 Notify the Coast Guard and Sheriff's Office Report to City of Palatka for debriefing Vessel Problem, e.g. fire, sinking Announce mayday on VHF 16

- Contact USCG (Jacksonville station.)
- Begin abandon ship procedure
- The captain shall follow best practices and procedures

Collision or Allision

- In the event of any action causing damage, injury or death, the Captain shall report to City of Palatka and return to the base as soon as possible, considering the safety of the passengers and vessel. The Captain and Crew shall report to drug test center immediately.

Mechanical Issues

- If the vessel is thought to be unreliable or if certain systems are not functioning, the Captain may terminate the voyage and seek whatever assistance necessary. In all cases, the Captain is the final authority.

ADA Compliance

- All City of Palatka vessels are intended for use of Americans with Disabilities. The Captain shall make every effort to see the comfort of all passengers with disabilities. In all cases, the Captain is the final authority. Crew shall assist any and all passengers in embarking and disembarking as necessary.

Bicycles

- Standard bicycles may be brought aboard at the discretion of the Captain. In all cases, the Captain is the final authority.

Kayaks

- Kayaks may be brought on board space permitting. In all cases, the Captain is the final authority.

Motorized Vehicles

- Scooters, motorcycles, mopeds, etc., are prohibited

No smoking or alcoholic beverages

- All City of Palatka vessels are smoke free environments. Any passenger that insists on smoking shall be deemed unruly and removed from the vessel.
- Open bottles or drinks shall not be allowed on City of Palatka vessels except those provided by the operators. In all cases, the Captain is the final authority.

Unruly Passengers

- The Captain shall keep all passengers safe and if any passengers pose a threat to the safety of other passengers or Crew, the Captain shall stop at the first suitable dock and escort any unruly passengers off the vessel. In all cases, the Captain is the final authority.

Vessel Operation

- The Captain shall operate the vessels with care and concern for the public and for the vessel. Engine speeds and boat speeds will be determined by management. In all circumstances, wakes shall be minimized to prevent damage to other vessels and docks.
- Best seamanship practices shall be used as covered in common publications such as Chapman's and others.
- Dock lines and cleats shall be used on the proper fashion.

Laws and Regulations

- Crew shall follow all Federal, State, County, and City laws, statutes, regulations, and policies.

Manatee Zones

- Our area includes several "Manatee Zones" including idle speed, slow speed and no wake zones. Captains are responsible for any fines from violating any of these Manatee Zones. Violators are subject to immediate termination.

POP

- Our vessels are/will be equipped with proper Marine Sanitation Device (MSD's). Captains are responsible for the proper functioning of these MSDs. Further, emptying MSDs may be required at any time. The Crew must ascertain the level in the holding tank at each stop to be sure there is no overflow of effluent.

Vessel Maintenance

- POP Boat Operations is responsible for the normal maintenance of all vessels. It is the Captain's responsibility to ascertain that normal maintenance has been performed and that all systems are working as intended. , e.g. navigational lights, house lights, radios, instruments, life jackets and fire fighting systems and/or equipment, etc.

Fuel and Oil

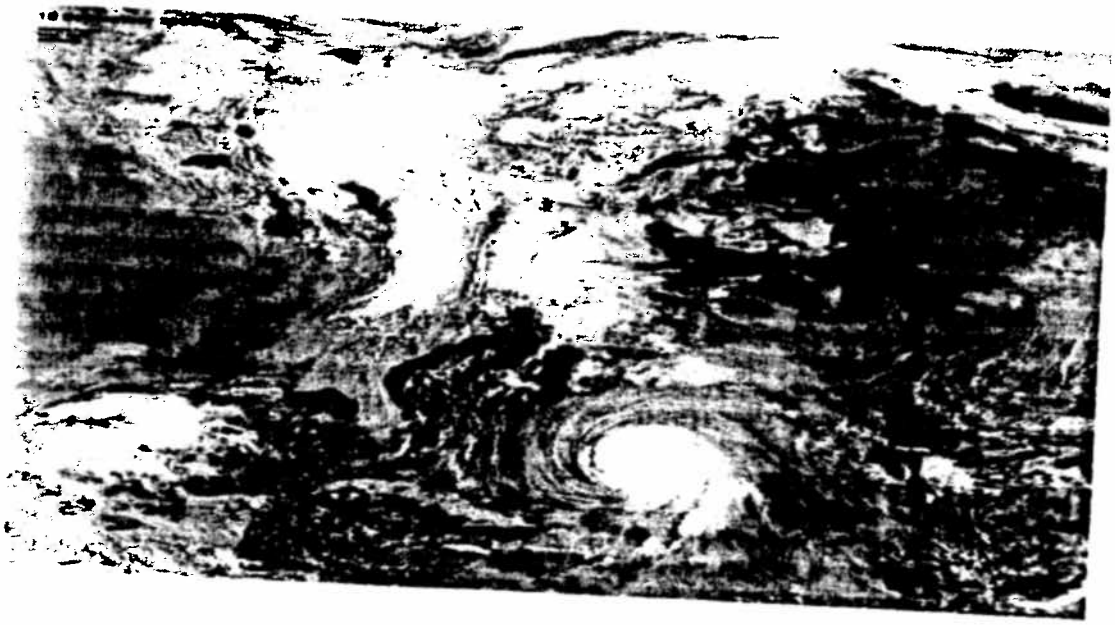
- The Captain shall ascertain that any vessel has adequate fuel for the voyage intended. The Captain shall check the ships log to verify that the oil levels are proper.

Hurricane Plan

- In the event of a named storm forecast, watch or warning, operation shall cease and all vessels shall be secured per the City of Palatka Hurricane Plan.

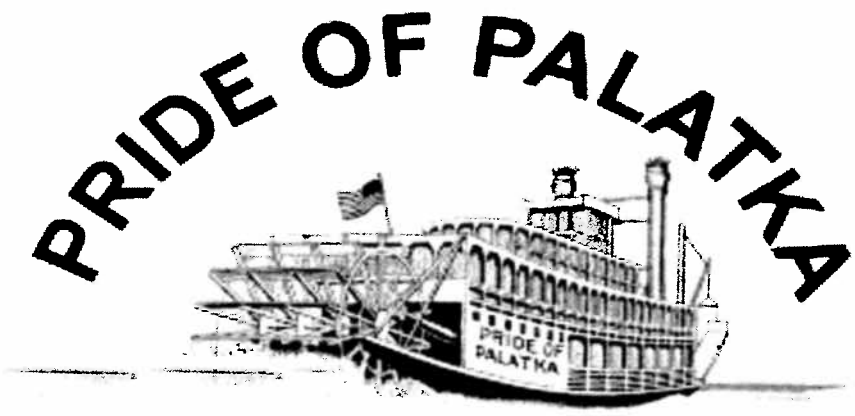
Basics:

- All Crew preparing for a Hurricane shall wear work vests at all times
- All vessel documentation must be removed to a secure location.
- All loose equipment must be placed in storage, including PFDs
- Fire extinguishers must remain on board but secured in a fashion to keep them from coming adrift, BUT still be able to be used.
- All curtains and windows shall be opened to reduce windage; enclosed helm stations should be left closed.
- Chain line must be used at all tie-downs to reduce chafing
- Top up all fuel tanks
- Set all batteries to OFF
- Remove all items from docks including hoses, power cords, steps, etc.
- Vessel Movement
- Vessels must be moved to a secure location to be determined.

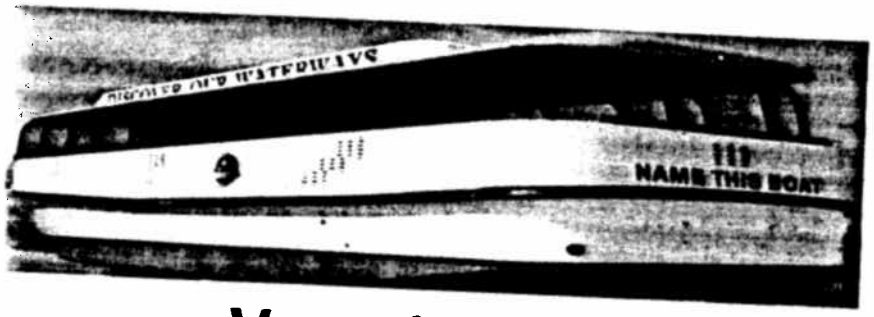


Schedule of Operations for Vessels "A" & "B"

- **All schedules will be modified when needed to meet the needs of consumer traffic**



- The City Of Palatka Riverfront Dock will be the main port for the Water Taxi Service.
- In an effort to conserve Fuel and Cost, the Water taxi service will NOT depart from the City Dock if there are no Fares/Person during the hours of 8:00am - 8:30am.



Vessel "A"

- **MONDAY & WEDNESDAY SCHEDULED TIMES OF OPERATION**

Departs Palatka at	8:00 a.m.
Arrives Murphy's Island at	9:00 a.m.
Departs Murphy's Island at	9:30 a.m.
Arrives Welaka at	11:00a.m.
Departs Welaka at	1:00 p.m.
Arrives Murphy's Island at	2:30 p.m.
Departs Murphy's Island at	3:00 p.m.
Arrives at Palatka at	4:00 p.m.

- *In the event of any mechanical difficulties during the scheduled services, vessel "B" will be primarily used as the designated back up vessel and directed to accommodate the remaining schedule of services until repairs are made.

Vessel "B"

TUESDAY SCHEDULE TIMES OF OPERATION

- Departs Palatka at 8:30 a.m.
- Arrives Dunn's Creek State Park at 9:30 a.m.

- Departs Dunn's Creek State Park at 9:45 a.m.
- Arrives Crescent City at 11:15a.m.

- Departs Crescent City at 1:30 p.m.
- Arrives Dunn's Creek State Park at 3:00 p.m.

- Departs Dunn's Creek State Park at 3:15 p.m.
- Arrives at Palatka at 4:15 p.m.

FRIDAY SCHEDULE TIMES OF OPERATION

- Departs Palatka at 8:30 a.m.
- Arrives Buckman Locks at 9:30 a.m.

- Departs Buckman Locks at 11:00 a.m.
- Arrives Palatka at 12:00 a.m.

- *In the event of any mechanical difficulties during the scheduled services, vessel "A" will be primarily used as the designated back up vessel and directed to accommodate the remaining schedule of services until repairs are made.

Fee Schedule and Structure

- There are no comparable unsubsidized water taxi services on which to base fare comparisons, however fares shown are competitive to low in comparison to numerous tour boat charges elsewhere in the northern to mid sections of Florida. General revenue at various fee levels is shown in this chart.

#PSNGR	$15	$20	$25	$30	$35	$40	$45	$50
20	300	400	500	600	700	800	900	1000
25	250	375	625	750	875	1000	1125	1150
30	300	450	750	900	1050	1200	1350	1500
35	350	525	875	1050	1225	1400	1575	1750
40	400	600	1000	1200	1400	1600	1800	2000
45	450	675	1125	1350	1575	1800	2025	2250

Fare Descriptions

Day fare permits unlimited re-boarding all day. A color coded wristband will be used for identification of day passengers. Each passenger must display their wristband.

Weekly passes allows unlimited boardings for a week. The week is for 7 days, however, IF a pass is purchased on Friday, Saturday or Sunday, it may be used through the following Sunday. Weekly passes will be given a serialized ID card indicating the individual or family name. A photo ID must be presented to crew for boarding.

Weekly and Annual passes will be available at the main terminal office.

Capital and Operating Budgets

- The City of Palatka has received applications/letters of interest from qualified organizations, firms and/or persons to provide management and daily operations of the ferry/water taxi service for the City of Palatka. The applicants will be responsible for providing capital and operating budgets. This will be delineated in the RFP distributed for that purpose. Although it will be the responsibility of the awarded applicant to balance his or her budget, the City will provide the vessels, docking and ticket facilities and utilities. Pride of Palatka, Inc. will assist in the marketing, advertisement and funding programs as well as scheduling events and local trade. The City of Palatka will require the operator to provide the capital and operating budget necessary for the implementation

Operating Budgets

CITY OF PALATKA WATER TAXI

Projected Operating Income and Expenses

ACTIVITY

STATS		JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
VESSEL "A"		1	1	1	1	1	1	1	1	1	1	1	1	1
DAYS OF OPS		22	20	22	22	21	22	23	21	22	22	21	22	260
TRIPS		44	40	44	44	32	44	36	32	44	44	32	44	480
HOURS		156	160	176	176	140	176	172	140	176	176	140	176	1964
ADULT PAX		350	375	450	450	550	350	350	250	250	225	225	225	4050
AV ADULT PAX		8	9	10	10	17	8	10	8	6	5	7	5	13
CHILD PAX		275	275	350	275	350	150	300	175	225	175	150	175	2875
AV CHILD PAX		6	7	8	6	11	3	8	5	5	4	5	4	6

REVENUE

TICKETS														
ROUND TRIP	$15.00	$5,250.00	$5,625.00	$6,750.00	$6,750.00	$8,250.00	$5,250.00	$5,250.00	$3,750.00	$3,750.00	$3,375.00	$3,375.00	$3,375.00	$60,750.00
TOTAL														$60,750.00

EXPENSES

		JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
CAPTAIN	$10.00	$1,560.00	$1,600.00	$1,760.00	$1,760.00	$1,400.00	$1,760.00	$1,720.00	$1,400.00	$1,760.00	$1,760.00	$1,400.00	$1,760.00	$19,640.00
MATE	$8.00	$1,248.00	$1,280.00	$1,408.00	$1,120.00	$1,120.00	$1,408.00	$1,376.00	$1,120.00	$1,408.00	$1,408.00	$1,120.00	$1,408.00	$15,424.00
FUEL		$1,250.00	$1,250.00	$1,250.00	$1,250.00	$1,250.00	$1,250.00	$1,250.00	$1,250.00	$1,250.00	$1,250.00	$1,250.00	$1,250.00	$15,000.00
INSURANCE		$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$3,000.00
**MAINTENANCE		$416.68	$416.68	$416.68	$416.68	$416.66	$416.66	$416.66	$416.66	$416.66	$416.66	$416.66	$416.66	$5,000.00
TAXES (FICA)	7.65	$214.81	$220.32	$242.35	$220.32	$192.78	$242.35	$236.84	$192.78	$242.35	$242.35	$192.78	$242.35	$2,682.40
TOTAL		$4,939.49	$5,017.00	$5,327.03	$5,017.00	$4,629.44	$5,327.01	$5,249.50	$4,629.44	$5,327.01	$5,327.01	$4,629.44	$5,327.01	$60,746.40
REVENUE														$60,750.00
EXPENSE														$60,746.40
GAIN(LOSS)														$3.60

** Includes yearly inspection

Operating Budgets

CITY OF PALATKA WATER TAXI

Projected Operating Income and Expenses

ACTIVITY

STATS		JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	EPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
VESSEL "B"		1	1	1	1	1	1	1	1	1	1	1	1	1
DAYS OF OPS		9	8	9	8	9	9	9	9	8	9	9	8	104
TRIPS		13	12	14	12	13	14	13	14	14	13	14	12	158
HOURS		48	44	48	44	48	48	48	48	44	48	48	44	560
PAX/ADULT		125	100	175	175	175	100	100	100	150	100	125	125	1550
AV PAX-ADULT		10	8	13	15	13	7	8	7	11	8	9	10	13
PAX/CHILD		75	25	100	125	100	75	50	25	125	100	25	25	850
AV PAX-CHILD		6	2	7	10	8	5	4	2	9	8	2	2	65
TICKETS		MONTHLY					REVENUE							
ROUND TRIP														
Adults	$15.00	$1,875.00	$1,500.00	$2,625.00	$2,625.00	$2,625.00	$1,500.00	$1,500.00	$1,500.00	$2,250.00	$1,500.00	$1,875.00	$1,875.00	$23,250.00
CHILDREN	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
TOTAL														$23,250.00

EXPENSES

		JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
CAPTAIN	$10.00	$480.00	$440.00	$480.00	$440.00	$480.00	$480.00	$480.00	$480.00	$440.00	$480.00	$480.00	$440.00	$5,600.00
MATE	$8.00	$384.00	$352.00	$352.00	$384.00	$384.00	$384.00	$384.00	$384.00	$352.00	$384.00	$384.00	$352.00	$4,480.00
FUEL		$360.00	$330.00	$360.00	$330.00	$360.00	$360.00	$360.00	$360.00	$330.00	$360.00	$360.00	$330.00	$4,200.00
INSURANCE		$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$3,000.00
***MAINTENANCE		$416.68	$416.68	$416.68	$416.68	$416.66	$416.66	$416.66	$416.66	$416.66	$416.66	$416.66	$416.66	$5,000.00
TAXES (FICA)	7.65	$66.10	$60.59	$63.65	$63.04	$66.10	$66.10	$66.10	$66.10	$60.59	$66.10	$66.10	$60.59	$771.12
TOTAL		$1,956.78	$1,849.27	$1,922.33	$1,883.72	$1,956.76	$1,956.76	$1,956.76	$1,956.78	$1,849.25	$1,956.76	$1,956.76	$1,849.25	$23,051.12
REVENUE														$23,250.00
EXPENSE														$23,051.12
GAIN/(LOSS)														$198.88

*** Includes yearly inspection

LETTERS OF INTEREST

P.O. BOX 521673
LONGWOOD, FLORIDA 32752-1673
(407) 330-1612 .. FAX: (407) 260-8813
EMail : SJRivercruises@cs.com

July 28, 2008

Mr. Jeff Norton
City of Palatka
201 North Second Street
Palatka, Florida 32177

RE: Letter of Interest

I am submitting a letter of interest for the full operation of a "Water Taxi Service" based at the James C. Goodwin Riverfront Park. I am aware that this letter of interest does not commit my company or me personally to this project.

Discover Florida Excursions currently owns and operates two USCG inspected passenger vessels at Blue Spring State Park in the eco tour area. St. Johns River Cruises, a wholly owned subsidiary, provides custom charters and tours outside of the park service. We have been in operation for the past seven years and have experienced significant growth in a very difficult market since the events of 911. After a lot of time and effort, our operation is ADA compliant. We have one of the highest service levels in the park service (loss days due to mechanical / maintenance issues) losing only one day in the last three years.

My corporate background in sales and marketing as a regional sales / business manager has allowed us to meet expected performance. I currently hold a USCG 100Ton Coastal Masters license with a assistance towing endorsement. We are a Visit Florida Partner and I sit on the Nature Based Tourism Committee.

Any questions or further clarifications, please call me at 407-417-1952 cell

Sincerely,

Ron Woxberg

City of Palatka
201 North Second Street
Palatka, Florida 32177

Dear Jeff,

I received your letter in regards to running the full operations and maintenance of a "Water Taxi Service" based at the James C. Godwin Riverfront Park located at 301 River Street, Palatka, Florida 32177. This letter is my intent to let you know that I would be interested in running your operation when all details have been worked out. Please keep me in mind when this time comes. You can reach me at my cell number 352-988-4019 or you can fax me at 352-253-1402.

Kind regards,

Tim Coates
Lake County Waterways

BANANA BAY TOUR COMPANY
P. O. BOX 2970, WASHINGTON AVENUE
LABELLE, FLORIDA 33975

TEL: 239-728-8687 FAX: 863-675-0830

July 22, 2008

Mr. Jeff Norton
City of Palatka
201 North Second Street
Palatka, Florida 32177

Dear Mr. Norton,

My name is Fred Trepper and I currently Operate Bahana Bay Tour Company. I am in receipt of the fax notice dated July 21st stating that the City of Palatka is seeking out interested qualified individuals and or Tour Boat Operators to run the full operations and maintenance of the City's "Water Taxi Services"

I am interested and would like to be considered to run the "Water Taxi" Operations. Banana Bay Tour Company currently runs six vessels that are Coast Guard certified, enclosed with this letter please find one of our sightseeing brochures.

I would like to set up with you a date to meet and discuss your proposal.

I can be reached on my cell: 863-608-5067
Or by fax at 863-675-0830
Or E-mail at fredtrepper@earthlink.net

Thanking you in advance for the chance to participate.

Sincerely,

Fred Trepper

Insurance Requirements

- Acceptable levels of insurance coverage will be required by the operator who is awarded the contract to run the ferry/water taxi service for the City. Commercial General Liability Policy, inspected vessel coverage, and property damage liability. The City will require the operator through contract language to insure that the City is held harmless and that the City is named additional insured.

LETTERS OF SUPPORT FROM CIVIC OFFICERS

- The City of Palatka and Pride of Palatka, Inc. have requested letters of support for the ferry/water taxi service from the cities of Welaka and Crescent City. Letters of support will also be issued by elected officials of Palatka and the surrounding areas. Letters have also been requested of entities having ancillary involvement in the ferry/water taxi service. This information (letters) will be forwarded under separate cover, but are to be considered an integral part of the business plan.

DISADVANTAGED ENTERPRISE STATEMENT

The City of Palatka agrees to ensure that Disadvantage Business Enterprises as defined in 49 CFR Part 26, as amended, have the maximum opportunity to participate in the performance contracts.

NON-DISCRIMINATION AGREEMENT

City of Palatka agrees that while carrying out any management or operations of the water taxi project City of Palatka and vendor will not discriminate on the basis of race, color, national origin, or sex. City of Palatka also agrees to comply with all requirements imposed by Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, the regulations of the Federal Department of Transportation, and the Americans with Disabilities Act of 1990.

SUMMATION

After many years of planning, countless meetings, and the endless search for vessels which would meet the requirements of the Palatka ferry/water taxi service, the City of Palatka and the Pride of Palatka are pleased to present the foregoing business plan. The ferry/water taxi service is a vehicle which will provide a much needed connector and the only public access to Murphy's Island. It will play a significant role in opening the largely inaccessible Dunn's Creek State Park to public use and contribute a significant part in Palatka's downtown riverfront redevelopment program. The service will include the only scheduled link to Amtrak and Greyhound passengers to cross the Florida Greenway and enable the extension of that entity to Florida's East Coast. It will also provide residents and visitors with the only means of public travel on this portion of the St. John's River (a designated national heritage river.) The service will link Palatka with Welaka and Crescent City by water and offer a significant contribution toward the betterment of these communities.

The City of Palatka and Pride of Palatka, Inc. are elated to bring this vision to fruition. The citizens of Palatka, Putnam County and the surrounding communities deserve this service.

They need this service and they desire this service. The planning for implementation of the Palatka ferry/water taxi service has been a long dedicated ongoing process for which many citizens and contributors have expended countless hours and inexhaustible energy. With the acquisition of the Broward County water taxis and present attainable prices on the new ferry boat, the time to act is now!

Agenda Item

3b

CITY OF PALATKA CITY COMMISSION
AGENDA ITEM

ITEM: Request to vacate fine on 1320 Carr Street; Case 08-162

DEPARTMENT: Code Enforcement

AGENDA SECTION: Regular agenda item

ATTACHMENTS:
1. October 28, 2008 Code Enforcement Board hearing minutes
2. Findings of Fact, Conclusions of Law and Order dated September 24, 2008

DATE: November 12, 2009

SUMMARY HIGHLIGHTS:

Request per the Code Enforcement Board to reduce the daily fine accrued by 50% due to economic hardship for a reduced daily fine of $4,137.50. Costs of prosecution are $351.50. Total lien (if required to be recorded) totals $4,489.00. A $25 per day fine had run 518 days. Violation was for an overgrown yard.

RECOMMENDED ACTION:

Approval of the Code Enforcement Board's recommendation.

AGENDA ITEM NUMBER:

AGENDA PAGE NUMBER:

Meeting called to order at 4:00 p.m. by Chairman Kenny Downs. **Members present**: LaSandra Williams, Pat Wilson, Douglas Webb, Terrill Hill, John Lyon, Elizabeth Van Rensberg and Michael Gagnon. **Members absent**: None. **Also present:** Building and Zoning Department Director and Code Enforcement Supervisor, Debbie Banks; Code Enforcement Officer, Elizabeth Hearn, Recording Secretary; Pam Sprouse and City Attorney, Don Holmes.

Motion made by John Lyon and seconded by LaSandra Williams to approve the minutes of the September 23, 2009 meeting. All voting members were in favor. Motion carried.

Kenny Downs welcomed new Board Member, Elizabeth Van Rensberg and read "To Appeal Any Decision" and swore in all City staff testifying at the hearing.

OLD BUSINESS

Case 08-162 1320 Carr Street
Owner: Ronald R. Shenkin
Section 30-32 Weeds, Debris, Prohibited Conditions
Hearn and Request to address the Board – Anita Watts

Ms. Hearn updated the Board stating that this case was brought forth last month and tabled to allow Mr. Shenkin to communicate or come forth with proof of financial hardship. She advised that the fine at that time was $8,275.00 and the administrative costs were $351.50.

Ron Shenkin, 32 Blake Way, Osprey Fl., stated that the property is owned by Pilot Financial and he was a principal for the company that is now essentially out of business. The company has no money, tax liens and several million dollars worth of underlying liabilities to note holders. That they had lent $60,000 on this property and the loan went into default. The property has been sold and the money is in escrow. He further explained that the Operations Officer's responsibility was to take care of all of these types of things with respect to code violations or liens and things of that sort. He stated that he wasn't aware that this had not been taken care of, which he realizes was eminently his responsibility, and that this is one of many issues they are still having to clear up. He further explained that the company has no money so any time they are lucky enough to sell something, whatever money comes in is applied where ever the next fire is at that point and to pay back investors. He explained that he and other investors are out several hundred thousand dollars, and that he is asking for help as the fees add up to more than half of the net proceeds of the sale.

Mr. Downs explained the frustrations with these simple types of compliance requirements that go unresolved for so long such as this, as mowing was all that was required.

Mr. Holmes asked if he was the owner of record at the time of the violation notification.

Ms. Banks answered, yes.

Mr. Shenkin advised that it was put in his name through the corporation through foreclosure

Case 08-162 1320 Carr Street – continued.

proceedings. He stated that when he originally became aware of the violation, it was the job responsibility of the Operations Officer, to whom it was turned over to and it was to have been taken care of which, in fact, did not. He said that when the house went on the market, he came here personally and at that time, saw the condition of the property and he asked the realtor to help get it maintained.

Mr. Holmes stated that he was just trying to understand for himself and for the record, some of the issues that the Board has to look at in trying to decide on a reduction.

Motion made by Michael Gagnon and seconded by John Lyon to recommend to the City Commission to reduce the fine by 50%, due to economic hardship. All present voted affirmative, motion carried.

Case 08-60 **504 Reid Street**
Owner: Annie C. Green
Request to Address the Board – Chip Laibl
Foreclosure of lien/Request Nuisance Abatement Action/Update

Mr. Holmes explained that Mr. Liable is the adjourning property owner and he has been trying to get the heirs to sell. He recently acquired the property in question from the heirs.

Chip Liable, 514 Reid St., explained that Mrs. Green passed approximately 1 and 1/2 years ago and was in a nursing home for 9 years. He explained that he had been trying to get the heirs to sell the property to him, as this property neighbors his, and it is quite unsightly. He explained that he has rented the property next to this for 10 years and recently bought it as well and would like to expand current business. He stated that he is here to plead for a clean slate and turn this property into something more productive for the community, that he would have it torn down in 30 days or less and will get started immediately.

Motion made by Terrill Hill and seconded by LaSandra Williams to vacate the fine, contingent upon Mr. Liable obtaining a demo permit and retain an individual to demolish the property, but pay the costs of prosecution. Pat Wilson requested the fine not be vacated until the building is demolished. Mr. Hill amended his motion and Ms. Williams seconded the amendment. All present voted affirmative, motion carried.

NEW BUSINESS

Case 09-55 **1001 Madison Lane**
Owner: Heirs of Anna Hamm; C/O Keith Hamm
Section 30-64 Declaration of Public Nuisance

Ms. Hearn testified as to dates and actions and presented photo evidence. She stated that she has safety concerns and believes it would take an extremely large amount of money to

CODE ENFORCEMENT BOARD OF THE CITY OF PALATKA, FLORIDA

CITY OF PALATKA, Petitioner,

COMPLAINT NO. 08-162

vs

Ronald R. Shenkin, Respondent(s)

Inst:200854662395 Date:11/12/2008 Time:3:33 PM
DC,Tim Smith,Putnam County Page 1 of 1

FINDING OF FACT, CONCLUSIONS OF LAW AND ORDER

THIS CAUSE having come before the Board for public hearing on September 24, 2008, after due notice to the Respondent; and, the Board having received sworn testimony and evidence at said hearing; it is now,

DETERMINED THAT:

I. FINDINGS OF FACT AND CONCLUSIONS OF LAW:

a) The Respondent(s) is the owner of property described as 1320 Carr Street, Putnam County Tax parcel number 42-10-27-6850-2550-0500, located within the City of Palatka, Putnam County, Florida.

b) Conditions at the property at issue constitute violations of Section 30-32 Weed, Debris, Prohibited Conditions, of the Palatka Municipal Code.

c) The Respondent(s) was previously notified of the above-described code violations but failed to correct the violations prior to the hearing at which this matter was considered.

IT IS ACCORDINGLY ORDERED THAT:

II. ORDER:

a) The Respondent(s) shall correct the conditions which constitute the code violations described above on or before the 22nd day of October, 2008, or if said conditions are not corrected, a fine in the amount of $25.00 per day is hereby assessed and levied on the above-described property, effective on the 22nd day of October, 2008, to continue until the conditions are corrected.

b) Administrative costs will be assessed after the property is brought into compliance.

c) The fine described in paragraph a), as well as the costs described in paragraph b), shall constitute a lien upon the property described herein when this document is recorded within the official records of Putnam County, Florida.

CLERK OF COURTS PUTNAM COUNTY, FLORIDA

DONE AND ORDERED this 24th day of September, 2008, at Palatka, Putnam County, Florida.

CODE ENFORCEMENT BOARD OF THE CITY OF PALATKA FLORIDA

BY Kenneth Downs
Kenneth Downs, Its Chairman

I HEREBY CERTIFY that a true and correct copy of the above and foregoing Findings of Fact, Conclusions of Law and Order has been furnished by ☒ Certified mail, ☐ Regular mail, to the Respondent and/or authorized representative at 1717 2nd Street; Suite D, Sarasota FL 34236, this 12 day of ~~October~~ November, 2008.

Elizabeth A. Hearn, Code Enforcement Officer

Prepared by:
Elizabeth A. Hearn, City of Palatka
201 N 2nd Street, Palatka, FL 32177

Agenda Item

3g-2

CITY OF PALATKA CITY COMMISSION
AGENDA ITEM

ITEM: Request to vacate fine on 504 Reid Street; CE 08-60

DEPARTMENT: Code Enforcement

AGENDA SECTION: Regular agenda item

ATTACHMENTS:
1. October 28, 2009 Code Enforcement Board hearing minutes
2. Findings of Fact and Conclusions of Law ordered April 23, 2008

DATE: November 12, 2009

SUMMARY HIGHLIGHTS:

Request per the Code Enforcement Board to vacate the assessed daily fine in the amount of $25,900 but retain costs of prosecution in the amount of $310.21 (or $361.29 if recording is necessary). New Owner has obtained a demolition permit and intends to have the property demolished prior to the Commission meeting. After demolition, he plans to renovate the property he recently purchased (where his tire business is located) and incorporate this parcel into that one.

RECOMMENDED ACTION:

Approval of the Code Enforcement Board's recommendation.

AGENDA ITEM NUMBER:

AGENDA PAGE NUMBER:

CODE ENFORCEMENT BOARD OF THE CITY OF PALATKA, FLORIDA

CITY OF PALATKA, Petitioner,

COMPLAINT NO. 08-60

vs

Annie C. Green, Respondent(s)

Inst:200854651603 Date:6/12/2008 Time:11:40 AM
KAS DC.Tim Smith,Putnam County Page 1 of 1

FINDING OF FACT, CONCLUSIONS OF LAW AND ORDER

THIS CAUSE having come before the Board for public hearing on April 23, 2008, after due notice to the Respondent; and, the Board having received sworn testimony and evidence at said hearing; it is now,

DETERMINED THAT:

I. FINDINGS OF FACT AND CONCLUSIONS OF LAW:

a) The Respondent(s) is the owner of property described as 504 Reid Street, Putnam County Tax parcel number 42-10-27-6850-0300-0061, located within the City of Palatka, Putnam County, Florida.

b) Conditions at the property at issue constitute violations of Section 30-166 Minimum Maintenance Standards and Section 30-32 Weeds, Debris, Prohibited Conditions, of the Palatka Municipal Code.

c) The Respondent(s) was previously notified of the above-described code violations but failed to correct the violations prior to the hearing at which this matter was considered.

IT IS ACCORDINGLY ORDERED THAT:

II. ORDER:

a) The Respondent(s) shall correct the conditions which constitute the code violations described above on or before the 28th day of May, 2008, or if said conditions are not corrected, a fine in the amount of $50.00 per day is hereby assessed and levied on the above-described property, effective on the 28th day of May, 2008, to continue until the conditions are corrected.

b) Administrative costs will be assessed after the property is brought into compliance.

c) The fine described in paragraph a), as well as the costs described in paragraph b), shall constitute a lien upon the property described herein when this document is recorded within the official records of Putnam County, Florida.

DONE AND ORDERED this 23rd day of April, 2008, at Palatka, Putnam County, Florida.

CLERK OF COURTS PUTNAM COUNTY, FLORIDA

CODE ENFORCEMENT BOARD OF THE CITY OF PALATKA FLORIDA

BY Kenneth Downs
Kenneth Downs, Its Chairman

I HEREBY CERTIFY that a true and correct copy of the above and foregoing Findings of Fact, Conclusions of Law and Order has been furnished by ☒ Certified mail, ☐ Regular mail, to the Respondent and/or authorized representative at 504 Reid Street, Palatka FL 32177, this 12th day of June, 2008.

Elizabeth A. Hearn, Code Enforcement Officer

Prepared by:
Elizabeth A. Hearn, City of Palatka
201 N 2nd Street, Palatka, FL 32177

Case 08-162 1320 Carr Street – continued.

proceedings. He stated that when he originally became aware of the violation, it was the job responsibility of the Operations Officer, to whom it was turned over to and it was to have been taken care of which, in fact, did not. He said that when the house went on the market, he came here personally and at that time, saw the condition of the property and he asked the realtor to help get it maintained.

Mr. Holmes stated that he was just trying to understand for himself and for the record, some of the issues that the Board has to look at in trying to decide on a reduction.

Motion made by Michael Gagnon and seconded by John Lyon to recommend to the City Commission to reduce the fine by 50%, due to economic hardship. All present voted affirmative, motion carried.

Case 08-60 **504 Reid Street**
Owner: Annie C. Green
Request to Address the Board – Chip Laibl
Foreclosure of lien/Request Nuisance Abatement Action/Update

Mr. Holmes explained that Mr. Liable is the adjourning property owner and he has been trying to get the heirs to sell. He recently acquired the property in question from the heirs.

Chip Liable, 514 Reid St., explained that Mrs. Green passed approximately 1 and 1/2 years ago and was in a nursing home for 9 years. He explained that he had been trying to get the heirs to sell the property to him, as this property neighbors his, and it is quite unsightly. He explained that he has rented the property next to this for 10 years and recently bought it as well and would like to expand current business. He stated that he is here to plead for a clean slate and turn this property into something more productive for the community, that he would have it torn down in 30 days or less and will get started immediately.

Motion made by Terrill Hill and seconded by LaSandra Williams to vacate the fine, contingent upon Mr. Liable obtaining a demo permit and retain an individual to demolish the property, but pay the costs of prosecution. Pat Wilson requested the fine not be vacated until the building is demolished. Mr. Hill amended his motion and Ms. Williams seconded the amendment. All present voted affirmative, motion carried.

NEW BUSINESS

Case 09-55 **1001 Madison Lane**
Owner: Heirs of Anna Hamm; C/O Keith Hamm
Section 30-64 Declaration of Public Nuisance

Ms. Hearn testified as to dates and actions and presented photo evidence. She stated that she has safety concerns and believes it would take an extremely large amount of money to

Agenda Item

3h

City of Palatka
Community Redevelopment Agency
Building Improvement Grant (BIG) Program
Administered by Palatka Main Street

The City of Palatka Community Redevelopment Agency was created to address conditions of blight within the Palatka Main Street District that require enhanced management and redevelopment.

Tax Increment Financing is not derived from a new tax, but allows a portion of property taxes from within the district to be used to leverage public funds to promote private sector real estate, business, and other activities in order to spur revitalization.

Palatka Main Street District boundaries are represented in the map (attachment A).

Purpose

The purposes of this Building Improvement Grant program are to:

- Improve the appearance and utilization of downtown buildings so that they will be used in accordance with applicable building and zoning regulations and Community Redevelopment Agency plans
- Encourage the opening of more new small businesses and the expansion and strengthening of existing businesses
- Fill the financial gap of a property for his/her qualified building/property needs or of a tenant for the build-out needs of a qualified business.

Applicants are encouraged to review current zoning and Community Redevelopment Agency Plans with the Planning Department and with Palatka Main Street.

Grant Awards

This is a competitive program that requires applicants to make formal application through Palatka Main Street.

Funding will be based on the grant application complying with program criteria and on the recommendations of an Evaluation Committee.

Palatka Main Street will appoint an independent Evaluation Committee made up of a representative of its Board of Directors, Design Committee, and Economic Restructuring Committee. Evaluation Committee members are not eligible for grants or for contracts from grantees. The Evaluation Committee may take testimony or seek professional guidance on issues related to historic preservation, building and zoning codes, market analyses, business operations, and other subjects.

The right to refuse any grant application is reserved.

Application submitted before work begins is preferred and may be favored.

Grants will not be awarded for work previously completed or work in the process of being completed; however, at the discretion of the Community Redevelopment Agency, and Palatka Main Street, costs for eligible repairs that were completed within twelve months prior to the date of the grant application may be included for consideration as part of the total project costs, not exceeding $25,000. Inclusion of this previously done work is no guarantee of recommendation or approval.

Palatka Main Street may set grant application deadlines, review periods and award limits, and application and award dates.

Decisions of the Evaluation Committee may be appealed to Palatka Main Street and decisions of Palatka Main Street may be appealed to the City of Palatka Community Redevelopment Agency Board.

Program Guidelines

This Building Improvement Grant program is funded with Tax Increment Financing money to assist with:

- Exterior renovations or improvements
    - Restoration, improvement, or re-creation of historically correct or compatible architectural features to facades or elements of buildings which are visible from the public street, consistent with architectural guidelines that may be established, and consistent with established priorities - including compatibility in scale, proportions, and colors.
    - Roof repair/gutters
    - Repair or addition of awnings, canopies, balconies, and galleries
    - Doors and windows
    - Painting and stucco
    - Repair or manufacture of signs consistent with architecture, sign ordinances, design standards and guidelines
    - Meeting Green Building Criteria
    - Permanent, general use, attached features or fixtures

- Interior renovations or improvements:
    - Interior demolition
    - Interior framing, windows, doors, lighting, drywall, and flooring
    - Mechanical, electrical, plumbing, HVAC repair or upgrades demolition
    - ADA access to building and/or restrooms
    - Tenant improvements necessary to meet code
    - Meeting Green Building criteria
    - Permanent, general use, attached features or fixtures

- **The following are ineligible for the grant program:**
    - Property not in the district
    - Work which removes or degrades historically significant features
    - Use of inappropriate materials
    - Non-appurtenant fixtures
    - Permitting fees and work without building permit
    - Work by other than licensed contractor
    - Routine maintenance
    - Improvements to buildings for which applicant has neither clear title nor valid lease, which are non-conforming, or which are subject to outstanding fines or liens.

Grant Criteria

Grant funds are limited and will be awarded subject to the degree to which they support Community Redevelopment Agency plans and goals, and subject to announced program procedures, grant cycles and deadlines.

Upon submission, applications will be evaluated, within 7 days, for eligibility by the Palatka Main Street manager, under the following criteria:

- Location within Palatka Main Street District
- Availability of funds
- Appropriate business and improvements in accordance with applicable codes, ordinances, plans, and guidelines
- Project ready to be implemented
- If project information is insufficient, the applicant will be notified of deficiencies.
- Complete applications will be forwarded to Evaluation Committee which will notify applicant of review and award schedule

The Evaluation Committee will use a scoring chart (Attachment B) to determine the strength of the application and to determine whether to recommend full funding, partial funding, resubmission, or denial of funding.

Duration of Grant

Should the Grantee transfer, sell, divest themselves of their interest in the subject property or business, or fail to maintain the renovations and improvements during the five-year period following receipt of the grant funds, the Grantee shall return/repay the grant funds as follows:

Time	Amount Due CRA
0 to one (1) year after grant funds received	90%
One (1) to two (2) years after grant funds received	80%
Two (2) to three (3) years after grant funds received	60%
Three (3) to four (4) years after grant funds received	40%
Four (4) to five (5) years after grant funds received	20%
Five (5) years after grant funds received	0%

Pre-Application

If requested, Palatka Main Street staff or assignee will review the applicant's plans or application, including the eligibility criteria, program requirements, proposed project scheduling, and consistency of the applicant's proposal with the intent of the program including offering assistance, limited technical assistance and an opinion as to whether the applicant is sufficiently prepared to move on to the application stage.

Application

A property owner or tenant that is interested in participating in the program must submit a completed and signed application (Attachment C), along with supporting documentation, in accordance with published guidelines, to:

Palatka Main Street
1100 Reid Street
PO Box 550
Palatka FL 32178

Application package shall include:

- Proof of ownership or lease interest
- Approval of property owner and/or landlord representative, if the application is from the tenant
- Business plan
- Licenses, if applicable
- Work plan, cost estimates, and timeline estimates (including proposed start date and completion date)
- Documentation of the type and source of the project funds. Verification of the funding sources may be required before final approval of the grant application.
- Applicant may be an individual, partnership, or corporation

Tenant applicants are required to have an agreement with landlord concerning leasehold value of improvements and the impact on rent, if any.

Grant Process

The Palatka Main Street manager will review applications for completeness and compliance with program criteria. Applications that are incomplete will be returned with guidance. Projects that do not comply with program criteria will not be considered for funding, but an explanation will be provided.

The Evaluation Committee will review applications to determine if funding is to be recommended in full, in part, subject to conditions; or be rejected.

Disapproval by Evaluation Committee may be appealed to the Palatka Main Street Board. Disapproval by the Main Street Board may be appealed to the Community Redevelopment Agency Board.

All applicants will receive written notification regarding approval or denial of their application. Approval will include a funding agreement listing the amount of grant funds that are approved and the requirements for reimbursement.

Grant program description and credit signs must be displayed during project and for six (6) months following reimbursement, followed by a grant program description and credit decal or plaque to be displayed as mutually agreed for a period of not less than 5 years.

Modifications to the approved plans or construction documents, which produce visible differences in the approved design or which are not approved by City of Palatka Building Department, will require review and approval by the Evaluation Committee or designee. Failure to receive such approval may invalidate the funding agreement. In the event the agreement is terminated, any grant funds that have been disbursed to the applicant by the Community Redevelopment Agency shall become immediately due and payable to the Community Redevelopment Agency.

Reimbursement Procedures

Generally, approved projects will receive reimbursement upon completion of the project and submission of all required receipts, invoices and documentation. Grantees with larger projects may request reimbursement at fifty percent completion of project and at one hundred percent completion of project. Palatka Main Street and the Palatka City building official will make the final determination as to whether the project is complete.

Funds will be disbursed by a check payable to the applicant or contractor after the following:

- Submission of all receipts and required documentation to the Palatka Main Street manager, including:
    - Contractor invoicing and evidence of payment of funds
    - Release of lien letters from contractors
    - Applicant must honor contractual obligations to contractor; hold harmless agreements must be executed
- Certification of completion by Palatka City building inspector and closed permit reports
- Verification that the any additional criteria added by contract has been completed as proposed in a satisfactory and professional manner
- Certification of completion of grant project by the Palatka Main Street manager and submission to the Palatka City Finance Director.

Reservations

Palatka Main Street and the City of Palatka Community Redevelopment Agency expressly reserve the right to:

- Reject any or all applications
- Request additional information from any or all applicants
- Amend the program guidelines and application procedures without notice
- Display and advertise properties that receive grant funding.

Release and Hold Harmless Agreement

Upon approval of a grant, the applicant and any affected contractor will be required to sign a Release and Hold Harmless Agreement with Palatka Main Street, the City of Palatka Community Redevelopment Agency, as permitted by the laws of the State of Florida.

Attachment B

Evaluation:

- The application is reviewed by the Palatka Main Street manager and reviewed and scored by the Evaluation Committee.
- They will consider the strength and need of the applicant and the appropriateness of the project.
- While there is no requirement for a match, the financial commitment by the owner, landlord, and tenant, as applicable will be evaluated and may have an impact on recommendation and approval.
- The Evaluation Committee will also determine the level of program funding.

Scoring Criteria:

Criteria	Points	Rank	Score
Consistent with City of Palatka comprehensive plans	0 - 5		
Consistent with Community Redevelopment Agency plans	0 - 5		
Consistent with design guidelines or historic preservation standards	0 - 5		
Consistent with Main Street Approach and Palatka Main Street goals	0 - 5		
Degree of investment leveraging by applicant/investors landlord or tenant in matching funds	0 - 20		
Strength of business plans	0 - 10		
Strength of business capitalization	0 - 5		
Previous history of applicant. First time applicants are encouraged	0 - 5		
Quality of proposed work	0 - 10		
Likelihood that proposed work will increase value of building and/or profitability of business	0 - 10		
Likelihood that improvements will result in long-term occupancy or business improvement	0 - 10		
Likelihood that proposed work can be completed as presented and in accordance with submitted schedule	0 - 5		
	0 - 100		

While the Evaluation Committee scores and makes recommendations as they see fit, a score of 50 or below would generally be considered to be a weak score.

Agenda Item

4

KARL N. FLAGG
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

ERNON MYERS
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

CITY OF PALATKA
FLORIDA

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

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

BETSY JORDAN DRIGGERS
CITY CLERK

RUBY M. WILLIAMS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT.

DONALD E. HOLMES
CITY ATTORNEY

REQUEST TO BE PLACED ON CITY COMMISSION AGENDA

NOTE: Regular City Commission meetings are held on the 2nd and 4th Thursdays of the month at 6:00 p.m. If you wish to appear on the Palatka City Commission meeting agenda, you should submit this request form, together with any attachments or backup material that would help the Commission to better consider your request, to the City Clerk's office either in person, by mail (201 N. 2nd Street, Palatka 32177), fax (386-329-0199) or e-mail (bdriggers@palatka-fl.gov). Please note that without adequate supporting documentation or information, the Commission may not be in a position to take any action on your request.

Meeting agendas close at **10:00 a.m. on the Wednesday one week prior to the next regularly scheduled Thursday City Commission meeting.** Please verify the closing date for agenda items with the Clerk's office, as meeting dates are subject to change. Staff will make every attempt to accommodate a request for a specific agenda date, but all requests will be handled on a case-by-case basis and may be assigned to a commission meeting to be held at a future date. *If your request can typically be handled by a City department or staff member, you will be referred to the appropriate department or staff member.*

Name of Individual, Organization and/or Group making presentation or request:

Terry Cook - Stagecoach Savings Inc.

Address: 3829 Reid St e-mail

Daytime Phone 386-328-6330 Other ph. 546-7582 Fax Same

Requested meeting date: _____ *Meeting date assigned:* Nov. 12
(For Clerk's Office Use Only)

_____ Request for Commission Action; OR _____ Presentation Only; no action required

Subject Matter you wish to address: Bottling Plant

3829 Reid St

Palatka Florida, 32177

(attach additional sheet if necessary)

Commission Action Requested, if any: Discuss waiver of fees for city water & sewer lines and wants to stay in the County & recieve city util.

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.

Agenda Item

5

RESOLUTION NO. 8-60

A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND ATTEST A *'SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT'* WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR DESIGN ONLY OF TAXIWAY "B" DRAINAGE AND APRON REHABILITATION AT PALATKA'S KAY LARKIN MUNICIPAL AIRPORT

WHEREAS, the City of Palatka and the Florida Department of Transportation have reached an agreement for the sharing of costs incident for design only of Taxiway B Drainage and Apron Rehabilitation at the Palatka Municipal Airport; and

WHEREAS, the Florida Department of Transportation has proposed a Joint Participation Agreement with the City of Palatka for the above project identified as F.P. Number 42753319410; and

WHEREAS, the total project's cost for the above described project at Kay Larkin Municipal Airport is $127,927.00 with the Florida Department of Transportation funding 2.5% or $3,625.00, and the City of Palatka funding 2.5% or $3,625.00, and the Federal Aviation Administration shall fund 95% or $120,387.00; and

WHEREAS, it is in the best interest of the City of Palatka to go forward with the Joint Participation Agreement.

NOW THEREFORE, be it resolved that the Mayor, Karl N. Flagg, and City Clerk, Betsy J. Driggers, are hereby authorized to execute and attest the Joint Participation Agreement on behalf of the City of Palatka for construction and rehabilitation of Runway 17/35 at the Kay Larkin Municipal Airport, F.P. Number 42753319410.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 12th day of November, 2009.

CITY OF PALATKA

BY:_____
Its Mayor

ATTEST:

_____
City Clerk

Florida Department of Transportation

CHARLIE CRIST
GOVERNOR

2198 Edison Avenue
Jacksonville, FL. 32204-2730

STEPHANIE C. KOPELOUSOS
SECRETARY

2198 Edison Avenue
Mail Station 2619
Jacksonville, FL 32204-2619

(904) 360-5667
FAX# (904) 360-5649

October 12, 2009

Woody Boynton
201 N. 2nd Street
Palatka Fl. 32177

RECEIVED
OCT 14 2009

RE: F.P. 42753319401

Dear Mr. Boynton:

We are pleased to enclose an original Joint Participation Agreement (JPA) for the above referenced project for your review and signature.

Before returning the JPA to my office please ensure that Exhibit A.1 is filled out and signed and a resolution is enclosed.

If you have any questions concerning this project, please feel free to contact me.

Sincerely,

Gene Lampp
District Aviation/Transit Specialist

Financial Project No.: 42753319410 (item-segment-phase-sequence)	Fund: DDR	FLAIR Category: 088719
	Function: 637	Object Code: 750004
Contract No.:	Federal No.: 31200610192009	Org. Code: 55022020228
	DUNS No.: 80-939-7102	Vendor No.: F596 000 401 002
CFDA Number: N/A	CSFA Number: 55004	

THIS AGREEMENT, made and entered into this _____ day of _____, _____, by and between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, an agency of the State of Florida, hereinafter referred to as the Department, and THE CITY OF PALATKA 201 NORTH 2ND STREET, PALATKA, FLORIDA 32177 hereinafter referred to as Agency. The Department and Agency agree that all terms of this Agreement will be completed on or before JANUARY 31, 2011 and this Agreement will expire unless a time extension is provided in accordance with Section 18.00.

W I T N E S S E T H:

WHEREAS, the Agency has the authority to enter into said Agreement and to undertake the project hereinafter described, and the Department has been granted the authority to function adequately in all areas of appropriate jurisdiction including the implementation of an integrated and balanced transportation system and is authorized under 332.006(6) AVIATION ONLY, Florida Statutes, to enter into this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations herein, the parties agree as follows:

1.00 Purpose of Agreement: The purpose of this Agreement is FOR DESIGN ONLY OF TAXIWAY "B" DRAINAGE AND APRON REHAB AT PALATKA MUNICIPAL AIRPORT.

and as further described in Exhibit(s) A, B, C, D, &D1 attached hereto and by this reference made a part hereof, hereinafter referred to as the project, and to provide Departmental financial assistance to the Agency and state the terms and conditions upon which such assistance will be provided and the understandings as to the manner in which the project will be undertaken and completed.

2.00 Accomplishment of the Project

2.10 General Requirements: The Agency shall commence, and complete the project as described in Exhibit "A" attached hereto and by this reference made a part hereof this Agreement, with all practical dispatch, in a sound, economical, and efficient manner, and in accordance with the provisions herein, and all applicable laws.

2.20 Pursuant to Federal, State, and Local Law: In the event that any election, referendum, approval, permit, notice, or other proceeding or authorization is requisite under applicable law to enable the Agency to enter into this Agreement or to undertake the project hereunder, or to observe, assume or carry out any of the provisions of the Agreement, the Agency will initiate and consummate, as provided by law, all actions necessary with respect to any such matters so requisite.

2.30 Funds of the Agency: The Agency shall initiate and prosecute to completion all proceedings necessary including federal aid requirements to enable the Agency to provide the necessary funds for completion of the project.

2.40 Submission of Proceedings, Contracts and Other Documents: The Agency shall submit to the Department such data, reports, records, contracts and other documents relating to the project as the Department may require as listed in Exhibit "C" attached hereto and by this reference made a part hereof.

3.00 Project Cost: The total estimated cost of the project is $ 127,937.00 . This amount is based upon the estimate summarized in Exhibit "B" attached hereto and by this reference made a part hereof this Agreement. The Agency agrees to bear all expenses in excess of the total estimated cost of the project and any deficits involved.

4.00 Department Participation: The Department agrees to maximum participation, including contingencies, in the project in the amount of $ $3,625.00 as detailed in Exhibit "B", or in an amount equal to the percentage(s) of total project cost shown in Exhibit "B", whichever is less.

4.10 Project Cost Eligibility : Project costs eligible for State participation will be allowed only from the effective date of this agreement. It is understood that State participation in eligible project costs is subject to:

(a) Legislative approval of the Department's appropriation request in the adopted work program year that the project is scheduled to be committed;

(b) Availability of funds as stated in Section 17.00 of this Agreement;

(c) Approval of all plans, specifications, contracts or other obligating documents and all other terms of this Agreement;

(d) Department approval of the project scope and budget (Exhibits A & B) at the time appropriation authority becomes available.

4.20 Front End Funding : Front end funding ○ is ◉ is not applicable. If applicable, the Department may initially pay 100% of the total allowable incurred project costs up to an amount equal to its total share of participation as shown in paragraph 4.00.

5.00 Retainage : Retainage ○ is ◉ is not applicable. If applicable, _____ percent of the Department's total share of participation as shown in paragraph 4.00 is to be held in retainage to be disbursed, at the Department's discretion, on or before the completion of the final project audit.

6.00 Project Budget and Payment Provisions:

6.10 The Project Budget: A project budget shall be prepared by the Agency and approved by the Department. The Agency shall maintain said budget, carry out the project and shall incur obligations against and make disbursements of project funds only in conformity with the latest approved budget for the project. No budget increase or decrease shall be effective unless it complies with fund participation requirements established in Section 4.00 of this Agreement and is approved by the Department Comptroller.

6.20 Payment Provisions: Unless otherwise allowed under Section 4.20, payment will begin in the year the project or project phase is scheduled in the work program as of the date of the agreement. Payment will be made for actual costs incurred as of the date the invoice is submitted with the final payment due upon receipt of a final invoice.

7.00 Accounting Records:

7.10 Establishment and Maintenance of Accounting Records: The Agency shall establish for the project, in conformity with requirements established by Department's program guidelines/procedures and "Principles for State and Local Governments", separate accounts to be maintained within its existing accounting system or establish independent accounts. Such accounts are referred to herein collectively as the "project account". Documentation of the project account shall be made available to the Department upon request any time during the period of the Agreement and for three years after final payment is made.

7.20 Funds Received Or Made Available for The Project: The Agency shall appropriately record in the project account, and deposit in a bank or trust company which is a member of the Federal Deposit Insurance Corporation, all payments received by it from the Department pursuant to this Agreement and all other funds provided for, accruing to, or otherwise received on account of the project, which Department payments and other funds are herein collectively referred to as "project funds". The Agency shall require depositories of project funds to secure continuously and fully all project funds in excess of the amounts insured under federal plans, or under State plans which have been approved for the deposit of project funds by the Department, by the deposit or setting aside of collateral of the types and in the manner as prescribed by State Law for the security of public funds, or as approved by the Department.

7.30 Costs Incurred for the Project: The Agency shall charge to the project account all eligible costs of the project. Costs in excess of the latest approved budget or attributable to actions which have not received the required approval of the Department shall not be considered eligible costs.

7.40 Documentation of Project Costs: All costs charged to the project, including any approved services contributed by the Agency or others, shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges.

7.50 Checks, Orders, and Vouchers: Any check or order drawn by the Agency with respect to any item which is or will be chargeable against the project account will be drawn only in accordance with a properly signed voucher then on file in the office of the Agency stating in proper detail the purpose for which such check or order is drawn. All checks, payrolls, invoices, contracts, vouchers, orders, or other accounting documents pertaining in whole or in part to the project shall be clearly identified, readily accessible, and, to the extent feasible, kept separate and apart from all other such documents.

7.60 Audit Reports: In addition to the requirements below, the Agency agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Department, including but not limited to site visits and limited scope audits. The Agency further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the State Comptroller or Auditor General. The Agency shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of three years from the date the audit report is issued, and shall allow the Department access to such records and working papers upon request. The following requirements do not limit the authority of the Department to conduct or arrange for the conduct of additional audits or evaluations of state financial assistance or limit the authority of any state agency inspector general, the Auditor General, or any other state official.

The Agency shall comply with all audit and audit reporting requirements as specified in Exhibit "D" attached hereto and by this reference made a part hereof this Agreement.

7.61 Monitoring: In addition to reviews of audits conducted in accordance with OMB Circular A-133 and Section 215.97, Florida Statutes, (see "Audits" below), monitoring procedures may include, but not be limited to, on-site visits by Department staff, limited scope audits as defined by OMB Circular A-133, and/or other procedures. The Agency agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the Department. In the event the Department determines that a limited scope audit of the Agency is appropriate, the Agency agrees to comply with any additional instructions provided by the Department staff to the Agency regarding such audit. The Agency further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by FDOT's Office of Inspector General (OIG) and Florida's Chief Financial Officer (CFO) or Auditor General.

7.62 Audits:

Part I Federally Funded: If the Agency is a state, local government, or non-profit organizations as defined in OMB Circular A-133 and a recipient of federal funds, the following annual audit criteria will apply:

1. In the event that the recipient expends $500,000 or more in Federal awards in its fiscal year, the recipient must have a single or program-specific audit conducted in accordance with the provisions of OMB Circular A-133, as revised. Exhibit "D" to this agreement indicates Federal resources awarded through the Department by this agreement. In determining the Federal awards expended in its fiscal year, the recipient shall consider all sources of Federal awards, including Federal resources received from the Department. The determination of amounts of Federal awards expended should be in accordance with the guidelines established by OMB Circular A-133, as revised. An audit of the recipient conducted by the Auditor General in accordance with the provisions OMB Circular A-133, as revised, will meet the requirements of this part.

2. In connection with the audit requirements addressed in Part I, Paragraph 1., the recipient shall fulfill the requirements relative to auditee responsibilities as provided in Subpart C of OMB Circular A-133.

3. If the recipient expends less than the amount in Part I, Paragraph 1., an audit conducted in accordance with the provisions of OMB Circular A-133, is not required. If the recipient elects to conduct such an audit, the cost of the audit must be paid from resources obtained from other than Federal entities.

4. Federal awards are to be identified using the Catalog of Federal Domestic Assistance (CFDA) title and number, award number and year, and name of the awarding federal agency.

Part II State Funded: If the Agency is a nonstate entity as defined by Section 215.97(2)(m), Florida Statutes, and a recipient of state funds, the following annual audit criteria will apply:

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of $500,000 in any fiscal year, the recipient must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services and the CFO; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. Exhibit "D" to this agreement indicates state financial assistance awarded through the Department by this agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department, other state agencies, and other nonstate entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.

2. In connection with the audit requirements addressed in Part II, Paragraph 1., the recipient shall ensure that the audit complies with the requirements of Section 215.97(7), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2)(e), Florida Statutes, and Chapter 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.

3. If the recipient expends less than the amount in Part II, Paragraph 1., such audit is not required. If the recipient elects to conduct such an audit, the cost of the audit must be paid from the recipient's resources obtained from nonstate entities.

4. State awards are to be identified using the Catalog of State Financial Assistance (CSFA) title and number, award number and year, and name of the state agency awarding it.

Part III Other Audit Requirements

1. The Agency shall follow-up and take corrective action on audit findings. Preparation of a summary schedule of prior year audit findings, including corrective action and current status of the audit findings is required. Current year audit findings require corrective action and status of findings.

2. Records related to unresolved audit findings, appeals, or litigation shall be retained until the action is completed or the dispute is resolved. Access to project records and audit work papers shall be given to the Department, the Department Comptroller, and the Auditor General. This section does not limit the authority of the Department to conduct or arrange for the conduct of additional audits or evaluations of state financial assistance or limit the authority of any other state official.

Part IV Report Submission

1. Copies of reporting packages for audits conducted in accordance with OMB Circular A-133, as revised, and required by Section 7.622 Part I of this agreement shall be submitted, when required by Section .320 (d), OMB Circular A-133, by or on behalf of the recipient directly to each of the following:

   A. The Department at each of the following addresses:

      Gene Lampp
      2198 Edison Ave. M/S 2813
      Jacksonville, FL 32204

   B. The number of copies required by Sections .320 (d)(1) and (2), OMB Circular A-133, submitted to the following address:

      Federal Audit Clearinghouse
      Bureau of the Census
      1201 East 10th Street
      Jeffersonville, IN 47132

   C Other Federal agencies and pass-through entities in accordance with Sections .320 (e) and (f), OMB Circular A-133.

2. In the event that a copy of the reporting package for an audit required by Section 7.62 Part I of this Agreement and conducted in accordance with OMB Circular A-133 is not required to be submitted to the Department for reasons pursuant to section .320 (e)(2), OMB Circular A-133, the recipient shall submit the required written notification pursuant to Section .320 (e)(2) and a copy of the recipient's audited schedule of expenditures of Federal awards directly to each of the following:

   Gene Lampp
   2198 Edison Ave. M/S 2813
   Jacksonville, FL 32204

   In addition, pursuant to Section .320 (f), OMB Circular A-133, as revised, the recipient shall submit a copy of the reporting package described in Section .320 (c), OMB Circular A-133, and any management letters issued by the auditor, to the Department at each of the following addresses:

   Gene Lampp
   2198 Edison Ave. M/S 2813
   Jacksonville, FL 32204

3. Copies of financial reporting packages required by Section 7.62 Part II of this Agreement shall be submitted by or on behalf of the recipient directly to each of the following:

   A. The Department at each of the following addresses:

      Gene Lampp
      2198 Edison Ave. M/S 2813
      Jacksonville, FL 32204

   B. The Auditor General's Office at the following address:

      Auditor General's Office
      Room 401, Pepper Building
      111 West Madison Street
      Tallahassee, Florida 32399-1450

4. Copies of reports or the management letter required by Section 7.62 Part III of this Agreement shall be submitted by or on behalf of the recipient directly to:

   A. The Department at each of the following addresses:

      Gene Lampp
      2198 Edison Ave. M/S 2813
      Jacksonville, FL 32204

5. Any reports, management letter, or other information required to be submitted to the Department pursuant to this Agreement shall be submitted timely in accordance with OMB Circular A-133, Section 215.97, Florida Statutes, and Chapter 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.

6. Recipients, when submitting financial reporting packages to the Department for audits done in accordance with OMB Circular A-133 or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was delivered to the Agency in correspondence accompanying the reporting package.

7.63 Record Retention: The Agency shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of at least five years from the date the audit report is issued, and shall allow the Department, or its designee, the CFO or Auditor General access to such records upon request. The Agency shall ensure that the independent audit working papers are made available to the Department, or its designee, the CFO, or Auditor General upon request for a period of at least five years from the date the audit report is issued, unless extended in writing by the Department. Records of costs incurred under the terms of this Agreement shall be maintained and made available upon request to the Department at all times during the period of this Agreement and for five years after final payment is made. Copies of these documents and records shall be furnished to the Department upon request. Records of costs incurred include the Participant's general accounting records and the project records, together with supporting documents and records, of the contractor and all subcontractors performing work on the project, and all other records of the Contractor and subcontractors considered necessary by the Department for a proper audit of costs.

7.64 Other Requirements: If an audit discloses any significant audit findings related to any award, including material noncompliance with individual project compliance requirements or reportable conditions in internal controls of the Agency, the Agency shall submit as part of the audit package to the Department a plan for corrective action to eliminate such audit findings or a statement describing the reasons that corrective action is not necessary. The Agency shall take timely and appropriate corrective action to any audit findings, recommendations, and corrective action plans.

7.65 Insurance: Execution of this Joint Participation Agreement constitutes a certification that the Agency has and will maintain the ability to repair or replace any project equipment or facilities in the event of loss or damage due to any accident or casualty for the useful life of such equipment or facilities. In the event of the loss of such equipment or facilities, the Agency shall either replace the equipment or facilities or reimburse the Department to the extent of its interest in the lost equipment or facility. In the event this Agreement is for purchase of land or for the construction of infrastructure such as airport runways the Department may waive or modify this section.

8.00 Requisitions and Payments:

8.10 Action by the Agency: In order to obtain any Department funds, the Agency shall file with the Department of Transportation, District TWO Public Transportation Office JACKSONVILLE , FL, 32204-2619 its requisition on a form or forms prescribed by the Department, and any other data pertaining to the project account (as defined in Paragraph 7.10 hereof) to justify and support the payment requisitions.

8.11 Invoices for fees or other compensation for services or expenses shall be submitted in detail sufficient for a proper preaudit and postaudit thereof.

8.12 Invoices for any travel expenses shall be submitted in accordance with Chapter 112.061, F.S. The Department may establish rates lower than the maximum provided in Chapter 112.061, F.S.

8.13 For real property acquired, submit;

(a) the date the Agency acquired the real property,
(b) a statement by the Agency certifying that the Agency has acquired said real property, and actual consideration paid for real property.
(c) a statement by the Agency certifying that the appraisal and acquisition of the real property together with any attendant relocation of occupants was accomplished in compliance with all federal laws, rules and procedures required by any federal oversight agency and with all state laws, rules and procedures that may apply to the Agency acquiring the real property.

8.20 The Department's Obligations: Subject to other provisions hereof, the Department will honor such requisitions in amounts and at times deemed by the Department to be proper to ensure the carrying out of the project and payment of the eligible costs. However, notwithstanding any other provision of this Agreement, the Department may elect by notice in writing not to make a payment on the project if:

8.21 Misrepresentation: The Agency shall have made misrepresentation of a material nature in its application, or any supplement thereto or amendment thereof, or in or with respect to any document or data furnished therewith or pursuant hereto;

8.22 Litigation: There is then pending litigation with respect to the performance by the Agency of any of its duties or obligations which may jeopardize or adversely affect the project, the Agreement, or payments to the project;

8.23 Approval by Department: The Agency shall have taken any action pertaining to the project which, under this agreement, requires the approval of the Department or has made related expenditures or incurred related obligations without having been advised by the Department that same are approved;

8.24 Conflict of Interests: There has been any violation of the conflict of interest provisions contained herein; or

8.25 Default: The Agency has been determined by the Department to be in default under any of the provisions of the Agreement.

8.26 Federal Participation (If Applicable): Any federal agency providing federal financial assistance to the project suspends or terminates federal financial assistance to the project. In the event of suspension or termination of federal financial assistance, the Agency will reimburse the Department for all disallowed costs, including any and all federal financial assistance as detailed in Exhibit "B."

8.30 Disallowed Costs: In determining the amount of the payment, prior to receipt of annual notification of funds availability, the Department will exclude all projects costs incurred by the Agency prior to the effective date of this Agreement, costs which are not provided for in the latest approved budget for the project, and costs attributable to goods or services received under a contract or other arrangements which have not been approved in writing by the Department.

8.40 Payment Offset: If, after project completion, any claim is made by the Department resulting from an audit or for work or services performed pursuant to this agreement, the Department may offset such amount from payments due for work or services done under any public transportation joint participation agreement which it has with the Agency owing such amount if, upon demand, payment of the amount is not made within sixty (60) days to the Department. Offsetting amounts shall not be considered a breach of contract by the Department.

9.00 Termination or Suspension of Project:

9.10 Termination or Suspension Generally: If the Agency abandons or, before completion, finally discontinues the project; or if, by reason of any of the events or conditions set forth in Sections 8.21 to 8.26 inclusive, or for any other reason, the commencement, prosecution, or timely completion of the project by the Agency is rendered improbable, infeasible, impossible, or illegal, the Department will, by written notice to the Agency, suspend any or all of its obligations under this Agreement until such time as the event or condition resulting in such suspension has ceased or been corrected, or the Department may terminate any or all of its obligations under this Agreement.

9.11 Action Subsequent to Notice of Termination or Suspension. Upon receipt of any final termination or suspension notice under this paragraph, the Agency shall proceed promptly to carry out the actions required therein which may include any or all of the following: (1) necessary action to terminate or suspend, as the case may be, project activities and contracts and such other action as may be required or desirable to keep to the minimum the costs upon the basis of which the financing is to be computed; (2) furnish a statement of the project activities and contracts, and other undertakings the cost of which are otherwise includable as project costs; and (3) remit to the Department such portion of the financing and any advance payment previously received as is determined by the Department to be due under the provisions of the Agreement. The termination or suspension shall be carried out in conformity with the latest schedule, plan, and budget as approved by the Department or upon the basis of terms and conditions imposed by the Department upon the failure of the Agency to furnish the schedule, plan, and budget within a reasonable time. The approval of a remittance by the Agency or the closing out of federal financial participation in the project shall not constitute a waiver of any claim which the Department may otherwise have arising out of this Agreement.

9.12 The Department reserves the right to unilaterally cancel this Agreement for refusal by the contractor or Agency to allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, F.S. and made or received in conjunction with this Agreement.

10.00 Remission of Project Account Upon Completion of Project: Upon completion of the project, and after payment, provision for payment, or reimbursement of all project costs payable from the project account is made, the Agency shall remit to the Department its share of any unexpended balance in the project account.

11.00 Audit and Inspection: The Agency shall permit, and shall require its contractors to permit, the Department's authorized representatives to inspect all work, materials, payrolls, records; and to audit the books, records and accounts pertaining to the financing and development of the project.

12.00 Contracts of the Agency:

12.10 Third Party Agreements: Except as otherwise authorized in writing by the Department, the Agency shall not execute any contract or obligate itself in any manner requiring the disbursement of Department joint participation funds, including consultant, construction or purchase of commodities contracts or amendments thereto, with any third party with respect to the project without the written approval of the Department. Failure to obtain such approval shall be sufficient cause for nonpayment by the Department as provided in Section 8.23. The Department specifically reserves unto itself the right to review the qualifications of any consultant or contractor and to approve or disapprove the employment of the same.

12.20 Compliance with Consultants' Competitive Negotiation Act: It is understood and agreed by the parties hereto that participation by the Department in a project with an Agency, where said project involves a consultant contract for engineering, architecture or surveying services, is contingent on the Agency complying in full with provisions of Chapter 287, F.S., Consultants' Competitive Negotiation Act. At the discretion of the Department, the Agency will involve the Department in the Consultant Selection Process for all contracts. In all cases, the Agency's Attorney shall certify to the Department that selection has been accomplished in compliance with the Consultants' Competitive Negotiation Act.

12.30 Disadvantaged Business Enterprise (DBE) Policy and Obligation:

12.31 DBE Policy: It is the policy of the Department that disadvantaged business enterprises as defined in 49 CFR Part 26, as amended, shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Department funds under this Agreement. The DBE requirements of 49 CFR Part 26, as amended, apply to this Agreement.

12.32 DBE Obligation: The Agency and its contractors agree to ensure that Disadvantaged Business Enterprises as defined in 49 CFR Part 26, as amended, have the maximum opportunity to participate in the performance of contracts and this Agreement. In this regard, all recipients, and contractors shall take all necessary and reasonable steps in accordance with 49 CFR Part 26, as amended, to ensure that the Disadvantaged Business Enterprises have the maximum opportunity to compete for and perform contracts. Grantees, recipients and their contractors shall not discriminate on the basis of race, color, national origin or sex in the award and performance of Department assisted contracts.

12.40 The Agency agrees to report any reasonable cause notice of noncompliance based on 49 CFR Part 26 filed under this section to the Department within 30 days of receipt by the Agency.

13.00 Restrictions, Prohibitions, Controls, and Labor Provisions:

13.10 Equal Employment Opportunity: In connection with the carrying out of any project, the Agency shall not discriminate against any employee or applicant for employment because of race, age, creed, color, sex or national origin. The Agency will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, age, creed, color, sex, or national origin. Such action shall include, but not be limited to, the following: Employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Agency shall insert the foregoing provision modified only to show the particular contractual relationship in all its contracts in connection with the development or operation of the project, except contracts for standard commercial supplies or raw materials, and shall require all such contractors to insert a similar provision in all subcontracts, except subcontracts for standard commercial supplies or raw materials. When the project involves installation, construction, demolition, removal, site improvement, or similar work, the Agency shall post, in conspicuous places available to employees and applicants for employment for project work, notices to be provided by the Department setting forth the provisions of the nondiscrimination clause.

13.20 Title VI - Civil Rights Act of 1964: Execution of this Joint Participation Agreement constitutes a certification that the Agency will comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d, et. seq.), the Regulations of the Federal Department of Transportation issued thereunder, and the assurance by the Agency pursuant thereto.

13.30 Title VIII - Civil Rights Act of 1968: Execution of this Joint Participation Agreement constitutes a certification that the Agency will comply with all the requirements imposed by Title VIII of the Civil Rights Act of 1968, 42 USC 3601,et seq., which among other things, prohibits discrimination in housing on the basis of race, color, national origin, creed, sex, and age.

13.40 Americans with Disabilities Act of 1990 (ADA): Execution of this Joint Participation Agreement constitutes a certification that the Agency will comply with all the requirements imposed by the ADA (42 U.S.C. 12102, et. seq.), the regulations of the federal government issued thereunder, and the assurance by the Agency pursuant thereto.

13.50 Prohibited Interests: The Agency shall not enter into a contract or arrangement in connection with the project or any property included or planned to be included in the project, with any officer, director or employee of the Agency, or any business entity of which the officer, director or employee or the officer's, director's or employee's spouse or child is an officer, partner, director, or proprietor or in which such officer, director or employee or the officer's, director's or employee's spouse or child, or any combination of them, has a material interest.

"Material Interest" means direct or indirect ownership of more than 5 percent of the total assets or capital stock of any business entity.

The Agency shall not enter into any contract or arrangement in connection with the project or any property included or planned to be included in the project, with any person or entity who was represented before the Agency by any person who at any time during the immediately preceding two years was an officer, director or employee of the Agency.

The provisions of this subsection shall not be applicable to any agreement between the Agency and its fiscal depositories, any agreement for utility services the rates for which are fixed or controlled by the government, or any agreement between the Agency and an agency of state government.

13.60 Interest of Members of, or Delegates to, Congress: No member or delegate to the Congress of the United States shall be admitted to any share or part of the Agreement or any benefit arising therefrom.

14.00 Miscellaneous Provisions:

14.10 Environmental Pollution: Execution of this Joint Participation Agreement constitutes a certification by the Agency that the project will be carried out in conformance with all applicable environmental regulations including the securing of any applicable permits. The Agency will be solely responsible for any liability in the event of non-compliance with applicable environmental regulations, including the securing of any applicable permits, and will reimburse the Department for any loss incurred in connection therewith.

14.20 Department Not Obligated to Third Parties: The Department shall not be obligated or liable hereunder to any party other than the Agency.

14.30 When Rights and Remedies Not Waived: In no event shall the making by the Department of any payment to the Agency constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist, on the part of the Agency, and the making of such payment by the Department while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to the Department with respect to such breach or default.

14.40 How Agreement Is Affected by Provisions Being Held Invalid: If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected. In such an instance the remainder would then continue to conform to the terms and requirements of applicable law.

14.50 Bonus or Commission: By execution of the Agreement the Agency represents that it has not paid and, also, agrees not to pay, any bonus or commission for the purpose of obtaining an approval of its application for the financing hereunder.

14.60 State or Territorial Law: Nothing in the Agreement shall require the Agency to observe or enforce compliance with any provision thereof, perform any other act or do any other thing in contravention of any applicable State law: Provided, that if any of the provisions of the Agreement violate any applicable State law, the Agency will at once notify the Department in writing in order that appropriate changes and modifications may be made by the Department and the Agency to the end that the Agency may proceed as soon as possible with the project.

14.70 Use and Maintenance of Project Facilities and Equipment: The Agency agrees that the project facilities and equipment will be used by the Agency to provide or support public transportation for the period of the useful life of such facilities and equipment as determined in accordance with general accounting principles and approved by the Department. The Agency further agrees to maintain the project facilities and equipment in good working order for the useful life of said facilities or equipment.

14.71 Property Records: The Agency agrees to maintain property records, conduct physical inventories and develop control systems as required by 49 CFR Part 18, when applicable.

14.80 Disposal of Project Facilities or Equipment: If the Agency disposes of any project facility or equipment during its useful life for any purpose except its replacement with like facility or equipment for public transportation use, the Agency will comply with the terms of 49 CFR Part 18 relating to property management standards. The Agency agrees to remit to the Department a proportional amount of the proceeds from the disposal of the facility or equipment. Said proportional amount shall be determined on the basis of the ratio of the Department financing of the facility or equipment as provided in this Agreement.

14.90 Contractual Indemnity: To the extent provided by law, the Agency shall indemnify, defend, and hold harmless the Department and all of its officers, agents, and employees from any claim, loss, damage, cost, charge, or expense arising out of any act, error, omission, or negligent act by the Agency, its agents, or employees, during the performance of the Agreement, except that neither the Agency, its agents, or its employees will be liable under this paragraph for any claim, loss, damage, cost, charge, or expense arising out of any act, error, omission, or negligent act by the Department or any of its officers, agents, or employees during the performance of the Agreement.

When the Department receives a notice of claim for damages that may have been caused by the Agency in the performance of services required under this Agreement, the Department will immediately forward the claim to the Agency. The Agency and the Department will evaluate the claim and report their findings to each other within fourteen (14) working days and will jointly discuss options in defending the claim. After reviewing the claim, the Department will determine whether to require the participation of the Agency in the defense of the claim or to require that the Agency defend the Department in such claim as described in this section. The Department's failure to promptly notify the Agency of a claim shall not act as a waiver of any right herein to require the participation in or defense of the claim by Agency. The Department and the Agency will each pay its own expenses for the evaluation, settlement negotiations, and trial, if any. However, if only one party participates in the defense of the claim at trial, that party is responsible for all expenses at trial.

15.00 Plans and Specifications: In the event that this Agreement involves the purchasing of capital equipment or the constructing and equipping of facilities, the Agency shall submit to the Department for approval all appropriate plans and specifications covering the project. The Department will review all plans and specifications and will issue to the Agency written approval with any approved portions of the project and comments or recommendations concerning any remainder of the project deemed appropriate. After resolution of these comments and recommendations to the Department's satisfaction, the Department will issue to the Agency written approval with said remainder of the project. Failure to obtain this written approval shall be sufficient cause for nonpayment by the Department as provided in 8.23.

16.00 Project Completion, Agency Certification: The Agency will certify in writing on or attached to the final invoice, that the project was completed in accordance with applicable plans and specifications, is in place on the Agency facility, that adequate title is in the Agency and that the project is accepted by the Agency as suitable for the intended purpose.

17.00 Appropriation of Funds:

17.10 The State of Florida's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature.

17.20 Multi-Year Commitment: In the event this Agreement is in excess of $25,000 and has a term for a period of more than one year, the provisions of Chapter 339.135(6)(a), F.S., are hereby incorporated: "(a) The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the comptroller of the Department that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of 25,000 dollars and which have a term for a period of more than 1 year."

18.00 Expiration of Agreement: The Agency agrees to complete the project on or before JANUARY 31, 2011. If the Agency does not complete the project within this time period, this Agreement will expire unless an extension of the time period is requested by the Agency and granted in writing by the Urban Transporation Develpoment Manager. Expiration of this Agreement will be considered termination of the project and the procedure established in Section 9.00 of this Agreement shall be initiated.

18.10 Final Invoice: The Agency must submit the final invoice on this project to the Department within 120 days after the expiration of this Agreement. Invoices submitted after the 120 day time period will not be paid.

19.00 Agreement Format: All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.

20.00 Execution of Agreement: This Agreement may be simultaneously executed in a minimum of two counterparts, each of which so executed shall be deemed to be an original, and such counterparts together shall constitute one in the same instrument.

21.00 Restrictions on Lobbying:

21.10 Federal: The Agency agrees that no federal appropriated funds have been paid or will be paid by or on behalf of the Agency, to any person for influencing or attempting to influence any officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan or cooperative agreement.

If any funds other than federal appropriated funds have been paid by the Agency to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Joint Participation Agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The Agency shall require that the language of this section be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

21.20 State: No funds received pursuant to this contract may be expended for lobbying the Legislature or a state agency.

22.00 Vendors Rights: Vendors (in this document identified as Agency) providing goods and services to the Department should be aware of the following time frames. Upon receipt, the Department has five (5) working days to inspect and approve the goods and services unless the bid specifications, purchase order or contract specifies otherwise. The Department has 20 days to deliver a request for payment (voucher) to the Department of Financial Services. The 20 days are measured from the latter of the date the invoice is received or the goods or services are received, inspected and approved.

If a payment is not available within 40 days after receipt of the invoice and receipt, inspection and approval of goods and services, a separate interest penalty in accordance with Section 215.422(3)(b), F.S. will be due and payable, in addition to the invoice amount to the Agency. The interest penalty provision applies after a 35 day time period to health care providers, as defined by rule. Interest penalties of less than one (1) dollar will not be enforced unless the Agency requests payment. Invoices which have to be returned to an Agency because of vendor preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the Department.

A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for Agencies who may be experiencing problems in obtaining timely payment(s) from the Department. The Vendor Ombudsman may be contacted at (850) 413-5516 or by calling the Department of Financial Services Hotline, 877-693-5236.

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

24.00 Discrimination: An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity.

Financial Project No. 40994519401

Contract No. _____

Agreement Date _____

IN WITNESS WHEREOF, the parties hereto have caused these presents be executed, the day and year first above written.

AGENCY

THE CITY OF PALATKA
AGENCY NAME

_____
SIGNATORY (PRINTED OR TYPED)

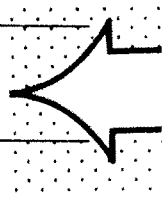
_____
SIGNATURE

_____
TITLE

FDOT

See attached Encumbrance Form for date of Funding Approval by Comptroller

_____
LEGAL REVIEW
DEPARTMENT OF TRANSPORTATION



_____
DEPARTMENT OF TRANSPORTATION

James G. Bennett, P.E., Urban Area Transportation
TITLE

FINANCIAL PROJECT NO. **42753319410**

EXHIBIT "A"
PROJECT DESCRIPTION AND RESPONSIBILITIES

This exhibit forms an integral part of that certain Joint Participation Agreement between the State of Florida, Department of Transportation and **THE CITY OF PALATKA 201 NOTRH 2ND STREET, PALATKA, FLORIDA 32177** referenced by the above Financial Project Number.

PROJECT LOCATION:
PALATKA AIRPORT
PALATKA, FLORIDA
PUTNAM COUNTY

PROJECT DESCRIPTION:
FOR DESIGN ONLY OF TAXIWAY"B" DRAINAGE AND APRON REHAB.

SPECIAL CONSIDERATIONS BY AGENCY:
The audit report(s) required in paragraph 7.60 of the Agreement shall include a schedule of project assistance that will reflect the Department's contract number, Financial Project Number and the Federal Identification number, where applicable, and the amount of state funding action (receipt and disbursement of funds) and any federal or local funding action and the funding action from any other source with respect to the project.

SPECIAL CONSIDERATIONS BY DEPARTMENT: The following conditions would warrant an administrative action by the Department which may result in termination and closure of the grant award:

The following conditions would warrant an administrative action by the Department which may result in termination and closure of the grant award:

- No invoice activity for 6 month or
- No contract activity for 18 months

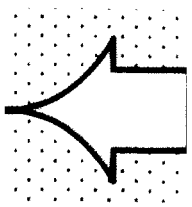
FIN # 42753319410
Contract No. _____

EXHIBIT "A.1"
PROJECT SCHEDULE

ITEM	ESTIMATED DATE
Consultant Selection	Complete
90% Design	4/2010
100% Design	5/2010
Bid Project	6/2010
Award Project	7/2010
Start Project Construction	8/2010
Construction 50% Complete	10/2010
Construction 75% Complete	12/2010
Complete Project Construction	1/2011
Close Project Out (120 days following project completion date)	2/2011

This schedule represents out best faith estimate for completion of this project. The agency/applicant agree to apply its best efforts to implement the project in a timely fashion and agree to notify the Department promptly of any delays that might impact the schedule noted above.

Karl N. Flagg
Print Name



Signature and Date
(In blue ink)
Individual Authorized by agency to manage contract activity.

FINANCIAL PROJECT NO.**42753319410**

EXHIBIT "B"
PROJECT BUDGET

This exhibit forms an integral part of that certain Joint Participation Agreement between the State of Florida, Department of Transportation and **THE CITY OF PALATKA 201 NOTRH 2ND STREET, PALATKA, FLORIDA 32177.**

I.	PROJECT COST:			$ 127,937.00
	TOTAL PROJECT COST:			$ 127,937.00
II.	PARTICIPATION:			
	Maximum Federal Participation			
	FTA, FAA	(**95** %)	or	$120,387.00
	Agency Participation			
	In-Kind	(%)		$
	Cash	(**2.5**%)		$ 3,625.00
	Other	(%)		$
	Maximum Department Participation,			
	Primary			
	(DS)(**DDR**)(DIM)(PORT)	(**2.5**%)	or	$3,625.00
	Federal Reimbursable (DU)(FRA)(DFTA)	(%)	or	$
	Local Reimbursable (DL)	(%)	or	$
	TOTAL PROJECT COST			$150,530.00

NOTE: THE TOTAL DEAPARTMENT PARTICIPATION IN THIS PROJECT IS 2.5 OF ALL NON FERDAL FUND SHARE UP TO AN INCLUDING $3,625.00.

EXHIBIT C
AVIATION PROGRAM ASSURANCES

This exhibit forms an integral part of the Joint Participation Agreement between the State of Florida, Department of Transportation and THE CITY OF PALATKA 201 NORTH 2ND STREET, PALATKA, FLORIDA 32177.

A. General

1. Duration: The terms, conditions, and assurances of the Agreement shall remain in full force and effect throughout the useful life of the facilities developed or equipment acquired for an airport development or noise compatibility program project, or throughout the useful life of the project items installed within a facility under a noise compatibility program project, but in any event not to exceed twenty (20) years from the date that the Agreement is executed. However, there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport. There shall be no limit on the duration of the terms, conditions, and assurances with respect to real property acquired with state funds.

2. Obligation: The Agency shall honor these assurances for the duration of this Agreement. If the Agency takes any action that is not consistent with these assurances, the full amount of this Agreement will immediately become due and payable to the Florida Department of Transportation.

B. General Assurances

The Agency hereby assures that:

1. Good Title: It holds good title, satisfactory to the Department, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Department that good title will be acquired.

2. Preserving Rights and Powers:

a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in the Agreement without the written approval of the Department, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere with such performance by the Agency. This shall be done in a manner acceptable to the Department.

b. If an arrangement is made for management and operation of the airport by any agency or person other than the Agency or an employee of the Agency, the Agency will reserve sufficient rights and authority to ensure that the airport will be operated and maintained according to applicable federal and state laws, regulations, and rules.

3. Hazard Removal & Mitigation: It will clear and protect terminal airspace required for instrument and visual operations at the airport (including established minimum flight altitudes) by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

4. Compatible Land Use: It will take appropriate action to ensure local government adoption of airport zoning ordinances that comply with Chapter 333, F.S. The ordinances shall address height restrictions

and other potential aviation hazards and limitations on incompatible land uses in the vicinity of the airport. The vicinity of the airport includes all areas that will be affected by normal aircraft operations and noise.

The Agency assures that it will take appropriate action to oppose and/or disapprove any attempted change in local land use regulations that would adversely affect the continued level of airport operations by the creation or expansion of incompatible land use areas. The Agency assures that it will provide the Department with a copy of all local airport zoning ordinances, codes, rules, regulations, and amendments, including proposed and granted variances thereto.

5. Consistency with Local Plans: It will take appropriate actions to have the current airport master plan adopted into the local government comprehensive plan at the earliest feasible opportunity.

6. Airport Layout Plan:

a. It will keep a layout plan of the airport up to date showing:

(1) Boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the Agency for airport purposes and proposed additions thereto;

(2) Location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars, and roads), including all proposed extensions and reductions of existing airport facilities; and

(3) Location of all existing and proposed non-aviation areas and of all existing improvements thereon.

b. Such airport layout plans and each amendment, revision, or modification thereof, shall be subject to the approval of the Department. The Agency will not make or permit any changes or alterations in the airport or any of its facilities that are not in conformity with the airport layout plan as approved by the Department and which might, in the opinion of the Department, adversely affect the safety, utility, or efficiency of the airport.

7. Fee and Rental Structure: It will maintain a fee and rental structure for the facilities and services at the airport which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport taking into account such factors as the volume of traffic and economy of collection. If this Agreement results in a facility that will be leased or otherwise produces revenue, the Agency assures that the revenue will be at fair market value or higher.

8. Airport Revenue: That all revenue generated by the airport will be expended for capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the actual air transportation of passengers or property, or for environmental or noise mitigation purposes on or off the airport.

9. Financial Plan: It will develop and maintain a cost-feasible financial plan to accomplish the projects necessary to achieve the proposed airport improvements depicted in the airport layout plan. The financial plan shall be a part of the airport master plan. The financial plan shall realistically assess project phasing considering availability of state funding and local funding and the likelihood of federal funding under the Federal Aviation Administration's priority system. All project cost estimates contained in the financial plan shall be entered in the Joint Automated Capital Improvement Program (JACIP) Online Web site. The JACIP Online information shall be kept current as the financial plan is updated.

10. Operation & Maintenance: The airport and all facilities which are necessary to serve the aeronautical users of the airport, shall be operated at all times in a safe and serviceable condition and in

accordance with the minimum standards as may be required or prescribed by applicable federal and state agencies for maintenance and operation. The Agency assures that it will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Department. The Agency will have arrangements for promptly notifying airmen of any condition affecting aeronautical use of the airport. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when flooding or other climatic conditions interfere with such operation and maintenance. Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the Agency.

11. Economic Nondiscrimination: It will make the airport available as an airport for public use on reasonable terms and without unjust discrimination to all types, kinds, and classes of aeronautical activities, including commercial aeronautical activities offering services to the public at the airport.

12. Exclusive Rights: It will permit no exclusive right for the use of the airport by any person providing, or intending to provide, aeronautical services to the public.

13. Federal Funding Eligibility: It will take appropriate actions to maintain federal funding eligibility for the airport. Further, it will avoid any action that renders the airport ineligible for federal funding.

14. Termination of Agreement: It will make expenditures or incur obligations pertaining to this Agreement within two years after the date of this Agreement or the Department of Transportation may terminate this Agreement. The Agency may request a one-year extension of this two-year time period. The District Secretary shall have approval authority.

15. Retention of Rights and Interests: It will not sell, lease, encumber, or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise compatibility program project, that portion of the property upon which state funds have been expended, for the duration of the terms, conditions, and assurances in the Agreement without approval by the Department.

16. Consultant, Contractor, Scope, and Cost Approval: It will grant the Department the right to disapprove the Agency's employment of specific consultants, contractors, and subcontractors for all or any part of this project if the specific consultants, contractors, or subcontractors have a record of poor project performance with the Department. Further, the Agency assures that it will grant the Department the right to disapprove the proposed project scope and cost of professional services.

17. Airfield Access: The Agency will not grant or allow easement or access that opens onto or crosses the airport runways, taxiways, flight line, passenger facilities, or any area used for emergency equipment, fuel, supplies, passengers, mail and freight, radar, communications, utilities, and landing systems, including but not limited to flight operations, ground services, emergency services, terminal facilities, maintenance, repair, or storage.

18. Project Development: All project related work will comply with federal, state, and professional standards; applicable Federal Aviation Administration advisory circulars; and Florida Department of Transportation requirements per chapter 14-60, Florida Administrative Code, *Airport Licensing, Registration, And Airspace Protection.*

C. Planning Projects

If this project involves planning or other aviation studies, the Agency assures that it will:

1. Project Scope: Execute the project in accordance with the approved project narrative or with approved modifications.

2. Reports: Furnish the Department with such periodic project and work activity reports as required.

3. Public Information: Make such material available for examination by the public. No material prepared under this Agreement shall be subject to copyright in the United States or any other country.

4. Disclosure: Grant the Department unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this Agreement.

5. Department Guidelines: Comply with Department airport master planning guidelines if the project involves airport master planning or developing an airport layout plan. This includes:

a. Providing copies, in electronic and editable format, of final project materials to the Department. This includes computer-aided drafting (CAD) files of the airport layout plan.

b. Developing a cost-feasible financial plan, approved by the Department, to accomplish the projects described in the airport master plan or depicted in the airport layout plan. The cost-feasible financial plan shall realistically assess project phasing considering availability of state and local funding and the likelihood of federal funding under the Federal Aviation Administration's priority system.

c. Entering all projects contained in the cost-feasible plan out to twenty years in the Joint Automated Capital Improvement Program (JACIP) database.

6. No Implied Commitments: Understand and agree that Department approval of this project Agreement or any planning material developed as part of this Agreement does not constitute or imply any assurance or commitment on the part of the Department to approve any pending or future application for state aviation funding.

D. Land Acquisition Projects

If this project involves land purchase, the Agency assures that it will:

1. Applicable Laws: Acquire the land interest in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970; the National Environmental Policy of 1969; FAA Order 5100.37A; FAA Order 5050.4A.; chapters 73 and 74, F.S., when property is acquired through condemnation; and section 286.23, F.S.

2. Administration: Maintain direct control of project administration, including:

a. Maintaining responsibility for all contract letting and administrative procedures necessary for the acquisition of the land interests.

b. Securing written permission from the Department to execute each agreement with any third party.

c. Furnishing a projected schedule of events and a cash flow projection within twenty (20) calendar days after completion of the review appraisal.

d. Establishing a project account for purchase of land interests.

e. Collecting and disbursing federal, state, and local project funds.

3. Loans: Comply with the following requirements if the funding conveyed by this Agreement is a loan for land purchase according to Chapter 332, F.S.:

a. The Agency shall apply for a Federal Aviation Administration Airport Improvement Program grant for the land purchase within 60 days of executing this Agreement.

b. If federal funds are received for the land purchase, the Agency shall notify the Department by U.S. Mail within 14 calendar days of receiving the federal funds and is responsible for reimbursing the Department within 30 calendar days to achieve normal project federal, state, and local funding shares as described in Chapter 332, F.S.

c. If federal funds are not received for the land purchase, the Agency shall reimburse the Department to achieve normal project state and local funding shares as described in Chapter 332, F.S., within 30 calendar days after the loan matures.

d. If federal funds are not received for the land purchase and the state funding share of the land purchase is less than or equal to normal state and local funding shares as described in Chapter 332, F.S., when the loan matures, no reimbursement to the Department shall be required.

4. New Airports:

a. Protect the airport and related airspace by ensuring local government adoption of an airport zoning ordinance or amending an existing airport zoning ordinance, consistent with the provisions of Chapter 333, F.S., prior to the completion of the project.

b. Apply for federal and state funding to construct a paved runway, associated aircraft parking apron, and connecting taxiway within one year of the date of land purchase.

c. Complete an airport master plan within two years of land purchase.

d. Complete construction necessary for basic airport operation within ten years of land purchase.

5. Use of Land: The Agency shall use the land for aviation purposes in accordance with the terms of this Agreement within ten years after the acquisition date.

6. Disposal of land: For land purchased under an Agreement for airport noise compatibility or airport development purposes, disposition of such land will be subject to the retention or reservation of any interest or right therein necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with operation of the airport.

E. Aviation Construction Projects

If this project involves construction, the Agency assures that it will:

1. Certifications: Provide certifications that:

a. Consultant and contractor selection comply with all applicable federal, state and local laws, rules, regulations, and policies.

b. All design plans and specifications comply with federal, state, and professional standards and applicable Federal Aviation Administration advisory circulars.

c. The project complies with all applicable building codes and other statutory requirements.

d. Completed construction complies with the project plans and specifications. Such certification must include an attestation from the Engineer that the project was completed per the approved project plans and specifications.

2. Design Development Criteria: The plans, specifications, construction contract documents, and any and all other similar engineering, construction, and contractual documents produced by the Engineer for the project is hereinafter collectively referred to as "plans" in this Exhibit.

Plans shall be developed in accordance with sound engineering and design principles, and with generally accepted professional standards.

Plans shall be consistent with the intent of the project as defined in Exhibits "A" and "B" of this Agreement.

The Engineer shall perform a thorough review of the requirements of the following standards and make a determination as to their applicability to this project. Plans produced for this project shall be developed in compliance with the applicable requirements of these standards:

- Federal Aviation Administration Regulations and Advisory Circulars
- Florida Department of Transportation requirements per chapter 14-60, Florida Administrative Code, *Airport Licensing, Registration, And Airspace Protection*
- Florida Department Of Transportation Standard Specifications For Construction Of General Aviation Airports
- Manual Of Uniform Minimum Standards For Design, Construction And Maintenance For Streets And Highways, commonly referred to as the Florida Greenbook
- Manual on Uniform Traffic Control Devices

Development of the plans shall comply with all applicable laws, ordinances, zoning and permitting requirements, public notice requirements, and other similar regulations that apply to the scope and location of the project.

3. Construction Inspection & Approval: Provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms to the plans, specifications, and schedules approved by the Department for the project. The Agency assures that it will allow the Department to inspect the work. The Department may require cost and progress reporting by the Agency.

4. Pavement Preventative Maintenance: With respect to a project for the replacement or reconstruction of pavement at the airport, implement an effective airport pavement maintenance management program and the Agency assures that it will use such program for the useful life of any pavement constructed, reconstructed, or repaired with state financial assistance at the airport.

F. Noise Mitigation Projects

If this project involves noise mitigation, the Agency assures that it will:

1. Local Government Agreements: For all noise compatibility projects that are carried out by another unit of local government or are on property owned by a unit of local government other than the Agency, enter into an agreement with that government. The agreement shall obligate the unit of local government to the same terms, conditions, and assurances that apply to the Agency. The agreement and changes

thereto must be satisfactory to the Department. The Agency assures that it will take steps to enforce the agreement if there is substantial non-compliance with the terms of the agreement.

2. Private Agreements: For noise compatibility projects to be carried out on privately owned property, enter into an agreement with the owner of that property to exclude future actions against the airport. The Agency assures that it will take steps to enforce the agreement if there is substantial non-compliance with the terms of the agreement.

EXHIBIT D

FEDERAL and/or **STATE** resources awarded to the recipient pursuant to this agreement should be listed below. If the resources awarded to the recipient represent more than one Federal or State program, provide the same information for each program and the total resources awarded. **Compliance Requirements** applicable to each Federal or State program should also be listed below. If the resources awarded to the recipient represent more than one program, list applicable compliance requirements for each program in the same manner as shown here:

- (e.g., What services or purposes the resources must be used for)
- (e.g., Eligibility requirements for recipients of the resources)
- (Etc...)

NOTE: Instead of listing the specific compliance requirements as shown above, the State awarding agency may elect to use language that requires the recipient to comply with the requirements of applicable provisions of specific laws, rules, regulations, etc. The State awarding agency, if practical, may want to attach a copy of the specific law, rule, or regulation referred to.

FEDERAL RESOURCES

Federal Agency	Catalog of Federal Domestic Assistance (Number & Title)	Amount
FAA	N/A	$120,687.00

Compliance Requirements

1.
2.
3.

STATE RESOURCES

State Agency	Catalog of State Financial Assistance (Number & Title)	Amount
FDOT	N/A	$3,625.00

Compliance Requirements

1.
2.
3.

Matching Resources for Federal Programs

Federal Agency	Catalog of Federal Domestic Assistance (Number & Title)	Amount
N/A		

Compliance Requirements

1.
2.
3.

NOTE: Section .400(d) of OMB Circular A-133, as revised, and Section 215.97(5)(a), Florida Statutes, require that the information about Federal Programs and State Projects included in this exhibit be provided to the recipient.

CSFA State Fiscal Year 2009-2010

CSFA Number:	55.004
State Project Title:	AVIATION DEVELOPMENT GRANTS
Agency:	Department of Transportation
Program:	55100000 - Transportation Systems Development
Budget Entity:	55100100 - Transportation Systems Development
Specific Appropriation:	GAA 2071 $216,016,689
Appropriation Category:	088719
Related CFDA Code:	
Authorization:	Sections 332.006 and 332.007, Florida Statutes.
Objectives:	To provide funding for airport planning, airport improvement, land acquisition, and airport economic development.
Types Of Assistance:	Direct Appropriations Grants Loans
Applicant Type:	Local Government
Restrictions:	For airport planning and improvement grants, the Department may provide up to 50 percent of the non-federal share of project funds for commercial service airports, and up to 80 percent for general aviation airports. The Department may provide up to 50 percent of airport development funds to build on-airport revenue-producing capital improvements at general aviation airports. The Department may also provide interest-free loans for 75 percent of the cost of airport land purchases for both commercial service and general aviation airports. These loans are to be repaid to the normal Florida airport improvement program funding ratio when federal funds become available or in 10 years, whichever comes first.
Procedures:	
Pre-Application Notice:	N/A
Application Procedures:	Prospective applicants may obtain detailed information from their Department of Transportation District Office or from the INFORMATION CONTACT listed below. Applicants are to submit project information and requests to their District in order for the Department to determine project eligibility and availability of funding.
Award Procedures:	Prior to the release of funds, a written grant agreement between the Department and the airport specifying the objectives and requirements of the project is executed.
Deadlines:	Prospective applicants should contact their Department of Transportation District Office or the INFORMATION CONTACT

	listed below for detailed information on application deadlines.
Other:	N/A
Information Contact:	Department of Transportation Aviation Office, 605 Suwannee Street Mail Station 46, Tallahassee, FL 32399-0450 Phone: (850) 414-4500 SUNCOM: 994-4500
Web Address:	http://www.dot.state.fl.us/Aviation/
Associated Subjects:	Aviation/Air Patrol

20.106 AIRPORT IMPROVEMENT PROGRAM

(AIP)

FEDERAL AGENCY

FEDERAL AVIATION ADMINISTRATION, DEPARTMENT OF TRANSPORTATION

AUTHORIZATION

Public Law 103-272.

OBJECTIVES

To assist sponsors, owners, or operators of public-use airports in the development of a nationwide system of airports adequate to meet the needs of civil aeronautics.

TYPES OF ASSISTANCE

Project Grants; Advisory Services and Counseling.

USES AND USE RESTRICTIONS

Grants can be made for integrated airport system planning in a specific area; and airport master planning, construction, or rehabilitation at a public-use airport or portion thereof. Authorizing legislation refers to an airport as any area of land or water used or intended to be used for the landing or taking off of aircraft and includes, within the five categories of airports listed below, special types of facilities such as seaplane bases and heliports. The statute further defines airports by categories which include commercial service, primary, cargo service, reliever, and general aviation airports. They are defined as follows: Commercial Service Airports are publicly owned airports that have at least 2,500 passenger boarding each year and receive scheduled passenger service. Passenger boarding refer to revenue passenger boarding on an aircraft in service in air commerce. The definition also includes passengers who continue on an aircraft in international flight that stops at an airport in any of the 50 states for a non traffic purpose. Passenger boarding at airports that receive scheduled passenger service are also referred to as Enplanements. Nonprimary Commercial Service Airports are Commercial Service Airports that have at least 2,500 and no more than 10,000 passenger boarding each year. Primary Airports are Commercial Service Airports that have more than 10,000 passenger boarding each year. These airports are further categorized as Hub Airports, based on the level of passenger boarding. Hub categories for Primary Airports are defined as a percentage of total passenger boarding in the most current calendar year ending before the start of the current fiscal year. The definition and formulae used for designating Primary Airports by Hub Type and Percentage of Annual Passenger Boarding are: Large 1 percent or more; Medium - at least 0.25 percent, but less than 1 percent; Small - at least 0.05 percent, but less than 0.25 percent; and Non hub - more than 10,000, but less than 0.05 percent. Cargo Service Airports are airports that, in addition to any other air transportation services that may be available, are served by aircraft providing air transportation of only cargo with a total annual landed weight of more than 100 million

pounds. Reliever Airports are airports designated by the FAA to relieve congestion at a Commercial Service Airport and to provide more general aviation access to the overall community. The remaining airports, while not specifically defined in Title 49 U.S.C., are referred to as General Aviation Airports and comprise the largest single group of airports in the U.S. airport system. Eligible work at airports consists of: (1) airport master plans; (2) airport noise compatibility plans; (3) land acquisition; (4) site preparation; (5) construction, alteration, and rehabilitation of runways, taxiways, aprons, and certain roads within airport boundaries; (6) construction and installation of airfield lighting, navigational aids, and certain offsite work; (7) safety equipment required for certification of airport facility; (8) security equipment required of the sponsor by the Secretary of Transportation by rule or regulation for the safety and security of persons and property on the airport; (9) snow-removal equipment; (10) terminal development; (11) aviation-related weather reporting equipment; (12) equipment to measure runway surface friction; (13) burn area training structures and land for that purpose, on or off airport; (14) agency-approved noise compatibility projects; (15) relocation of air traffic control towers and navigational aids (including radar) if they impede other projects funded under AIP; (16) land, paving, drainage, aircraft deicing equipment and structures for centralized deicing areas; and (17) projects to comply with the Americans with Disabilities Act of 1990, Clean Air Act, and Federal Water Pollution Control. Under limited

criteria construction of hanga rs and automobile parking is eligible. Grants may not Be made for the construction of hangars, most automobile parking facilities, buildings not related to the safety of persons on the airport, decorative landscaping or artwork, or routine maintenance and repair. Technical advisory services are also provided. Formula funds are available to primary commercial service airports and to cargo service airports. Discretionary funds may be used at any eligible facility.

ELIGIBILITY REQUIREMENTS

Applicant Eligibility

States, counties, municipalities, U.S. Territories and possessions, other public agencies including an Indian tribe or pueblo, the republics of the Marshall Islands and Palau, and the Federated States of Micronesia, are eligible for airport development grants if the airport on which the development is required is listed in the National Plan of Integrated Airport Systems (NPIAS). Certain units of local government may be eligible for grants to implement noise compatibility projects. Private owners of public-use reliever airports or airports having at least 2,500 passenger boarding annually and receiving scheduled passenger aircraft service are eligible.

Beneficiary Eligibility

States, counties, municipalities, U.S. Territories and possessions, and other public agencies including an Indian tribe or pueblo, the republics of the Marshall Islands and Palau, The Federated States of Micronesia, and private owners of reliever airports or airports having at least 2,500 passenger boarding annually and receiving scheduled passenger aircraft service.

Credentials/Documentation

Sponsors must submit information establishing financial capability and legal authority to accomplish the project and to operate the airport. Costs will be determined in accordance with OMB Circular No. A-87 for State and local governments.

APPLICATION AND AWARD PROCESS

Preapplication Coordination

This program is eligible for coverage under E.O. 12372, "Intergovernmental Review of Federal Programs." An applicant should consult the office or official designated as the single point of contact in his or her State for more information on the process the State requires to be followed in applying for assistance, if the State has selected the program for review. A Preapplication conference is recommended but not required. Consultation and assistance available at FAA Offices. Applications should be reviewed under the provisions of the National Environmental Policy Act of 1969, 83 Stat. 852; and Section 4(f) of the Department of Transportation Act, 49 U.S.C. 1653. An environmental assessment will be needed for some projects. The standard application forms as furnished by the Federal agency and required by 49 CFR 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, must be used for this program.

Application Procedure

Preapplication for Federal Assistance, SF 424, Part I (facesheet) filed with FAA field office, reviewed by the regional office and/or Washington office for program approval, as appropriate. For master plans (may be combined as part of development project), noise compatibility plans, and system plans, SF-424 and Parts II through V of FAA Form 5100-101, Application for Federal Assistance, must be submitted to FAA field offices. Level of approval is dependent on the type of airport and amount of FAA monies requested. No State plan is required. This program is excluded from coverage under OMB Circular No. A-110.

Award Procedure

Upon program approval for development projects, applicant submits project application, SF 424, Part I (facesheet) and remaining parts of FAA Form 5100-100 to FAA field office. Master, noise compatibility, and system plan grant applications are submitted to FAA field offices and upon approval, grant offers are made by FAA field offices. Either the district or regional office prepares Grant Offer, FAA Form 5100-37, for planning and development for execution by FAA applicant.

Deadlines

Primary airport sponsors must notify FAA by January 31 or another date specified in the Federal Register of their intent to apply for funds to which they are entitled under Section 47102 of Title 49, United States Code. A reminder is published annually in the Federal Register. Other sponsors are encouraged to submit early in the fiscal year and to contact the appropriate FAA field office for any local deadlines. Sponsors must formally accept grant offers no later than September 30 for grant funds appropriated in that fiscal year.

Range of Approval/Disapproval Time

From 90 to 120 days. If the project is challenged on environmental grounds, approval may take longer.

Appeals

Not applicable.

Renewals

None.

ASSISTANCE CONSIDERATIONS

Formula and Matching Requirements

Current Federal government share of allowable costs are as follows. (1) Projects at large and medium hub primary commercial service airports: Airport development, 75 percent; terminal development, 75 percent; noise compatibility program implementation, 80 percent; master planning and noise compatibility planning, 75 percent. (2) Projects at all other public use airports (includes commercial service other than large and medium hub general aviation, reliever, other commercial service, and eligible privately owned airports): Airport development, noise compatibility program implementation, terminal development, airport planning and noise compatibility planning all at 90 percent. Currently through FY 2007, there is a temporary increase to 95 percent for these airports. Entities eligible to sponsor system planning studies include State, local and federally recognized tribal governments, designated metropolitan planning organizations, U.S. Territories and possessions, the Republics of the Marshall Islands and Palau, and the Federated States of Micronesia . The range of financial or other matching assistance required from nonfederal sources, varies from 10 percent to 25 percent depending on the category of the sponsor, the type of project and the amount of public land in the State.

Length and Time Phasing of Assistance

No set period of time. Assistance is released upon application for reimbursement of expenses or by letter of credit.

POST ASSISTANCE REQUIREMENTS

Reports

During the project, the sponsor monitors performance to ensure that time schedules are

being met. Periodic reports, as required, are forwarded to FAA.

Audits

In accordance with the provisions of OMB Circular No. A- 133 (Revised, June 27, 2003); Audits of States, Local Governments, and Nonprofit Organizations, nonfederal entities that expend financial assistance of $500,000 or more in Federal awards will have a single or a program-specific audit conducted for that year. Nonfederal entities that expend less than $500,000 a year in Federal awards are exempt from Federal audit requirements for that year, except as noted in circular No. A-133.

Records

Sponsors' records are required to be made available for inspection by FAA, OIG/DOT and the General Accounting Office. An airport layout plan must be kept up to date and available as long as the grant agreement lasts, ordinarily a period of 20 years. Accounting records reflecting all project costs, books, documents, and records pertinent to grants are to be retained for 3 years after date of submission of final expenditure report.

FINANCIAL INFORMATION

Account Identification

69-8106-0-7-402.

Obligations

(Grants) FY 05 $3,590,506,982; FY 06 est $3,423,404,000; and FY 07 est $2,647,000,000.

Range and Average of Financial Assistance
$10,925 to $38,826,223. Average: $1,710,580.

PROGRAM ACCOMPLISHMENTS
In fiscal year 2005, 2,099 grant agreements were executed.

REGULATIONS, GUIDELINES, AND LITERATURE
Federal Aviation Administration Order and Advisory Circulars (FAA Order 5100.38C, Airport Improvement Program Handbook, and FAA Advisory Circulars in the 150/5100 series).

INFORMATION CONTACTS

Regional or Local Office
Persons are encouraged to contact the Federal Aviation Administration Regional Offices listed in Appendix IV of the Catalog.

Headquarters Office
Federal Aviation Administration, Office of Airport Planning and Programming, Airports Financial Assistance Division, APP-500, 800 Independence Avenue, SW., Washington, DC 20591. Telephone: (202) 267-3831.

Web Site Address
http://www.faa.gov/airports_airtraffic/AIP/

RELATED PROGRAMS
39.002, Disposal of Federal Surplus Real Property; 39.003, Donation of Federal Surplus Personal Property.

EXAMPLES OF FUNDED PROJECTS
Construct new public airports; improve and rehabilitate existing public airports; extend runways at existing public airports; purchase fire fighting, rescue, security, snow removal and noise suppressing equipment; acquire land; and install navigation aids. Planning at individual airports includes demand/capacity analysis, airport noise control and land use compatibility analysis, environmental studies, and system plans for states, regions, and metropolitan areas.

CRITERIA FOR SELECTING PROPOSALS
Only those Airport Improvement Program (AIP) projects considered by the FAA Administrator to be necessary to provide for a safe and efficient airport system and to meet the current and projected growth of civil aeronautics will be considered for selection. The airports at which AIP projects are proposed must be included in the National Plan of Integrated Airports Systems (NPIAS).

Agenda Item

6

a, b and c

CITY OF PALATKA CITY COMMISSION
AGENDA ITEM

ITEM: Adoption of an ordinance annexing 5015 Crill Avenue into the City, adoption of a related ordinance changing the future land use designation from Putnam County Urban Reserve to City of Palatka Commercial, and the first reading of an ordinance changing the zoning from Putnam County C-1 (Commercial) and AG (Agricultural) to City of Palatka C-2 (Intensive Commercial).

DEPARTMENT: Building & Zoning

AGENDA SECTION: Regular agenda requiring Commission action

ATTACHMENTS

1. An Ordinance of the City of Palatka annexing 5015 Crill Avenue
2. An Ordinance of the City of Palatka amending the future land use designation from Putnam County Urban Reserve to City of Palatka Commercial.
3. An Ordinance of the City of Palatka changing the zoning from Putnam County C-1 (Commercial) and AG (Agricultural) to City of Palatka C-2 (Intensive Commercial).
4. October 6, 2009, Planning Board Minutes.
5. October 6, 2009, Planning Board Packet.

DATE: November 12, 2009 with second reading for zoning on December 10, 2009

SUMMARY HIGHLIGHTS:

The identified purpose of these three applications is to allow City water and sewer services. This is a 2.24+/- acre parcel of land.

A public hearing was held by the Planning Board on October 6, 2009, at the applicant's request for annexation, change of future land use from County Urban Reserve to City Commercial, and rezoning from Putnam County C-1 (Commercial) and AG (Agricultural) to City of Palatka C-2 (Intensive Commercial). There was no public testimony. The Planning Board voted to recommend approval of the three requests.

RECOMMENDED ACTION:

Staff recommends approval of the attached annexation and future land use ordinances, and conducting the first public hearing on the related zoning ordinance. The second public hearing for the zoning ordinance is scheduled for December 10, 2009.

AGENDA ITEM NUMBER: AGENDA PAGE NUMBER:

This instrument prepared by:
Debbie Banks
City of Palatka
201 N. 2nd St.
Palatka, FL 32177

ORDINANCE NO. 09 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT TERRITORY IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST, PUBLIC RECORDS OF PUTNAM COUNTY, FLORIDA 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, Petition has been filed before the City Commission of the City of Palatka, Florida, which Petition is on file in the office of the City Clerk, signed by all of the freehold owners of the property sought to be annexed, to wit:

Jacob Spells

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

A tract of land, lying and being a part of the Northeast ¼ of the Northeast ¼ of the Southeast ¼ of Section 10, Township 10 South, Range 26 East, Putnam County, Florida, and being more particularly described as follows:

Beginning at a point 384.75 feet west of the Northeast corner of the Southeast ¼ of Section 10, Township 10 South, Range 26 East, being also the Northeast corner of lands described in Deed Book 157 page 275, (1)thence South 467 feet to an iron pipe,(2)thence west 220.25 feet +/- to the Northwest corner of lands described in OR 573 Page 1434, (3)thence run south 90 feet to a point at the Southwest corner of lands described in OR 573 Page 1434, (4)thence run west 50 feet +/- to a point on the East line of lands described in OR 555 Page 1461, (5)thence run North along the Easterly line of lands described in OR 555 page 1461 and OR 555 Page 1459, 257 feet +/- to a point at the Southwest corner of lands described in OR 145 Page 16, (6)thence run east 100 feet to a point at the Southeast corner of lands described in OR 145 Page 16, (7)thence run north along the easterly line of lands described in OR 145 Page 16 and continue northerly to a point at the Southwest corner of lands described in OR 157 Page 685,

(8)thence run East 70 feet along the South line of lands described in OR 157 Page 685 to the Southeast corner thereof. Return to the point of beginning and run westerly along the south line of State Road 20 108.5 feet +/- to a point on the East line of lands described in OR 157 Page 685, (9)thence run South along the East line of lands described in OR 157 Page 685 to the end of call 8 and to close.
All references are to the records of Putnam County, Florida.

Containing 2.24 acres more or less.

Section 3. The property hereby annexed shall remain subject to the 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 12th day of November, 2009.

CITY OF PALATKA

BY: _____
Its Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney

This instrument prepared by:
Debbie Banks
201 North 2nd Street
Palatka, Florida 32177

ORDINANCE NO. 09 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP AND FUTURE LAND USE ELEMENT OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE) IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST FROM COUNTY URBAN RESERVE TO CITY COMMERCIAL, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

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

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

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

WHEREAS, the Planning Board conducted a public hearing on October 6, 2009, and recommended approval of this amendment to the City Commission, and

WHEREAS, the City Commission conducted a public hearing on this amendment on November 12, 2009,

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

Section 1. Adopted Small Scale Amendment

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

TABLE 1
ADOPTED SMALL SCALE AMENDMENTS

Property Tax Number	Acreage	Current Land Use	Amended Land Use
10-10-26-0000-0270-0000 (a portion)	2.24	County Urban Reserve	City Commercial

DESCRIPTION OF PROPERTY:

A tract of land, lying and being a part of the Northeast ¼ of the Northeast ¼ of the Southeast ¼ of Section 10, Township 10 South, Range 26 East, Putnam County, Florida, and being more particularly described as follows:

Beginning at a point 384.75 feet west of the Northeast corner of the Southeast ¼ of Section 10, Township 10 South, Range 26 East, being also the Northeast corner of lands described in Deed Book 157 page 275, (1)thence South 467 feet to an iron pipe,(2)thence west 220.25 feet +/- to the Northwest corner of lands described in OR 573 Page 1434, (3)thence run south 90 feet to a point at the Southwest corner of lands described in OR 573 Page 1434, (4)thence run west 50 feet +/- to a point on the East line of lands described in OR 555 Page 1461, (5)thence run North along the Easterly line of lands described in OR 555 page 1461 and OR 555 Page 1459, 257 feet +/- to a point at the Southwest corner of lands described in OR 145 Page 16, (6)thence run east 100 feet to a point at the Southeast corner of lands described in OR 145 Page 16, (7)thence run north along the easterly line of lands described in OR 145 Page 16 and continue northerly to a point at the Southwest corner of lands described in OR 157 Page 685, (8)thence run East 70 feet along the South line of lands described in OR 157 Page 685 to the Southeast corner thereof. Return to the point of beginning and run westerly along the south line of State Road 20 108.5 feet +/- to a point on the East line of lands described in OR 157 Page 685, (9)thence run South along the East line of lands described in OR 157 Page 685 to the end of call 8 and to close.
All references are to the records of Putnam County, Florida.

Containing 2.24 acres more or less.

Section 3. Effect on the Comprehensive Plan

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

Section 4. Severability

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

Section 5. Effective date

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

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 12th day of November, 2009.

CITY OF PALATKA

By: _____
Its Mayor

ATTEST:

_____
City Clerk

Approved as to form and correctness

_____
City Attorney

This instrument prepared by:
Debbie Banks
205 N. 2nd St.
Palatka, FL 32177

ORDINANCE NO. 09-____

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST; FROM COUNTY C-1 (COMMERCIAL) AND AG(AGRICULTURAL) TO CITY C-2 (INTENSIVE COMMERCIAL); REPEALING ANY ORDINANCE IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

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

Section 1.

WHEREAS, application has been made by the owner, Jacob Spells to the City for certain amendments to the Official Zoning Map of the City of Palatka, Florida, and

WHEREAS, all the necessary procedural steps have been accomplished, including a public hearing before the Planning Board of the City of Palatka on October 6, 2009,and two public hearings before the City Commission of the City of Palatka on November 12,2009, and December 10,2009, and

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

Section 2. The Official Zoning Map of the City of Palatka, Florida is hereby amended by rezoning the hereinafter described property from its present zoning classification of County C-1(Commercial) and AG (Agricultural) to City C-2(Intensive Commercial).

DESCRIPTION OF PROPERTY:

A tract of land, lying and being a part of the Northeast ¼ of the Northeast ¼ of the Southeast ¼ of Section 10, Township 10 South, Range 26 East, Putnam County, Florida, and being more particularly described as follows:

Beginning at a point 384.75 feet west of the Northeast corner of the Southeast ¼ of Section 10, Township 10 South, Range 26 East, being also the Northeast corner of lands described in Deed Book 157 page 275, (1)thence South 467 feet to an iron pipe,(2)thence west 220.25 feet +/- to the

Northwest corner of lands described in OR 573 Page 1434, (3)thence run south 90 feet to a point at the Southwest corner of lands described in OR 573 Page 1434, (4)thence run west 50 feet +/- to a point on the East line of lands described in OR 555 Page 1461, (5)thence run North along the Easterly line of lands described in OR 555 page 1461 and OR 555 Page 1459, 257 feet +/- to a point at the Southwest corner of lands described in OR 145 Page 16, (6)thence run east 100 feet to a point at the Southeast corner of lands described in OR 145 Page 16, (7)thence run north along the easterly line of lands described in OR 145 Page 16 and continue northerly to a point at the Southwest corner of lands described in OR 157 Page 685, (8)thence run East 70 feet along the South line of lands described in OR 157 Page 685 to the Southeast corner thereof. Return to the point of beginning and run westerly along the south line of State Road 20 108.5 feet +/- to a point on the East line of lands described in OR 157 Page 685, (9)thence run South along the East line of lands described in OR 157 Page 685 to the end of call 8 and to close.

All references are to the records of Putnam County, Florida.

Containing 2.24 acres more or less.

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

Section 4. This Ordinance shall become effective immediately upon its final passage by the City Commission.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 10th day of December, 2009.

CITY OF PALATKA

BY: _____
Its MAYOR

ATTEST:

_____
City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney

PLANNING BOARD
Minutes & Proceedings
October 6, 2009

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

Motion made by Sue Roskosh and seconded by Ezekiel Johnson to approve the minutes of the September 1, 2009 meeting. All present voted affirmative, motion carried.

Debbie Banks read **"To Appeal Any Decision."**

Carl Stewart requested that disclosure of any **"Ex Parte Communication"** be made prior to each case.

NEW BUSINESS

Case PB 08-31

Address: 5015 Crill Ave
Parcel: 10-10-26-0000-0270-0000 (portion)
Applicant: Jacob Spells

Request: for Annexation, Future Land Use amendment from County Urban Reserve to City Commercial and Rezone from County Commercial (C-1) and Agriculture (Ag) to City Intensive Commercial (C-2).

Public Hearing

Ms. Banks advised that this case was properly advertised and notices sent to surrounding property owners and departmental review requests sent to all departments (included in the staff report) and that no comments of concern were received. She did note that the Fire Marshal stated that there was a need for a fire hydrant at this location and that a business inspection would be required prior to conducting business in the city. She stated that it is being developed in Putnam County. The project is mostly complete and they are ready for utility connection. She is hoping that a certificate of occupancy will be issued prior to the City commission considering an ordinance for annexation. She added that there are to be 5 offices.

Mr. Spells advised that they considered annexing into the city to get utilities, and stated his appreciation of the Board's consideration.

(Regular Meeting)

Mr. Harwell asked if the lot coverage met the city's requirements.

Ms. Banks advised that this project was developed to the standards of Putnam County and that she did not know what those were.

Motion made by Sue Roskosh and seconded by Earl Wallace to recommend approval of the Annexation, Future Land Use amendment from County Urban Reserve to City Commercial and Rezone from County Commercial (C-1) and Agriculture (Ag) to City Intensive Commercial (C-2). All present voted in favor, motion carried.

PLANNING AND ZONING STAFF REPORT

October 6, 2009

LOCATION: 5015 Crill Avenue

REQUEST: PB 08-31 – Annexation, Small-Scale Future Land Use Map Amendment to change the Future Land Use designation from County Urban Reserve to City Commercial and Rezone from County Commercial (C-1) and Agriculture (AG) to City Intensive Commercial (C-2).

APPLICANT: Jacob Spell

Parcel #: 10-10-26-0000-0270-0000 (portion)

A. BACKGROUND & ANALYSIS: On December 22, 2006 the applicant had requested City water and sewer for a 5,339 square foot office complex he wished to construct. Since this property is contiguous to the City limits to the north across Crill Avenue, annexation is required in order to obtain these services. Since the City had been working through the backlog of cases as a result of the Comprehensive Plan being out of compliance, the applicant elected to construct the complex in the County awaiting the time he was allowed to annex. The complex should be complete within the next six weeks. The lines have been run to the parcel, however, connection to City services has not been completed. The property's main access is off Crill Avenue. Departmental Review Requests were sent to all departments. The Water & Sewer Superintendent had no comments since the utilities are at the site but not connected. The Public Works Director and Water Treatment Plant Superintendent and Chief Building Official responded with "No Comment." The Police Chief provided an Impact Review indicating a need of .20 police officers. The Fire Marshal noted the need for a fire hydrant and a Business Tax Receipt inspection.

Surrounding properties have future land use designations of County Urban Service, south, east and west with a small portion to the north of the subject property. A larger portion of the northern boundary has a future land use designation of City "Other Public Facilities." The zoning pattern of the site and surrounding area is County C-1 (Neighborhood Commercial) and AG (Agriculture) to the south, east and west with a small portion to the north of the subject property; The major portion of the northern boundary is zoned City R-3. The existing land use pattern in the area is mixed commercial, single family residential and a Jr. College.

SURROUNDING LAND USE AND ZONING:

	Future Land Use Designation	Zoning	Current Land Uses
North	County Urban Reserve City Other Public Facilities	County C-1 City R-3	Vacant Jr. College
South	County Urban Reserve	County R1A	Vacant
East	County Urban Reserve	County R -1A	Thrift Store & Vacant
West	County Urban Reserve	County C-1	Single Family Residence & Vacant

B. COMPLIANCE WITH CHAPTER 171, FLORIDA STATUTES, ANNEXATIONS

The request is to annex .a 2.24 +/- acre parcel into the City. The subject property is located at 5015 Crill Avenue. Properties directly north, east, and west of the site are County with a major parcel to the north in the City.

The proposed annexation does not create an enclave and meets the criteria identified in Section 171.043, Florida Statutes. This includes being contiguous to the City's boundaries at this time, is reasonably compact, is not included within the boundary of another incorporated municipality, and is intended to be developed for urban purposes because of the availability of City sewer and water lines that are contiguous to the property.

This request is a voluntary annexation and meets the criteria identified in Section 171.044, Florida Statutes, as it relates to being contiguous to the City and reasonably compact. Following a recommendation from the Planning Board, an appropriately prepared ordinance will be considered by the City Commission after the correct advertising and scheduling of public hearings.

STAFF RECOMMENDATION: Approval of the annexation request.

C. COMPLIANCE WITH THE CITY OF PALATKA COMPREHENSIVE PLAN

The Existing Land Use Designation: The existing Future Land Use is County Urban Service which recognizes areas where urban infrastructure, such as central water, sewer, stormwater systems, paved major roads, exists or is programmed and available for more urban type of development. Although agricultural activities are allowed as a holding land use, this land use designation allows a broad mix of residential, commercial, industrial, public facility and recreation uses. Residential development can achieve a density of up to 9 dwelling units per acre, the highest in Putnam County, with adequate density bonus points.

The Proposed Land Use Designation:

Commercial (1,210 acres)

Land designated for commercial use is intended for activities that are predominantly associated with the sale, rental, and distribution of products or the performance of service. Commercial land use includes offices, retail, lodging, restaurants, services, commercial parks, shopping centers, or other similar business activities. Public/Institutional uses and recreational uses are allowed within the commercial land use category. The intensity of

commercial use, as measured by impervious surface, should not exceed 70 percent of the parcel. The maximum height should not exceed 40 feet. Land Development Regulations shall provide requirements for buffering commercial land uses (i.e., sight access, noise) from adjacent land uses of lesser density or intensity of use. See Policy A.1.3.2.

Future Land Use Element

Objective A.1.1 (9J-5.006(3)(b)1; F.S. 187-201 (161)(1)(5)
Upon Plan adoption, the City shall coordinate future land uses with the appropriate topography, adjacent land uses, soil conditions, and the availability of facilities and services.

Policy A.1.1.3 (9J-5.006(3) (c) 3)
The City shall as a condition of issuing a building permit or other development order, require proposed developments to hook up to the City central sewer systems in accordance with the revised City zoning code and subdivision regulations based upon Chapter 381, F.S. and Division 64E, FAC.

STAFF ANALYSIS: This site is being built as commercial office space. This use is consistent with both the residential and commercial uses of nearby parcels. City water and sewer lines have been run to the properties and there is sufficient capacity to maintain existing level of service standards. In the Traffic Circulation Element and Public Facilities Element sections of this staff report we will evaluate each adopted level of service standard for this site.

Traffic Circulation Element

Objective B.1.1 (9J-5.007(3)(b)1)
Upon plan adoption, the City shall provide for a safe, convenient and efficient motorized and non motorized transportation system by correcting, to the maximum extent feasible, all existing roadway deficiencies identified in this plan and maintain acceptable operating conditions in the future on a priority basis.

Policy B.1.1.1 (9J-5.007(3)(01))
The State-wide minimum acceptable operating Level of Service (LOS) standards for the State Highway System and City Street System shall be the base LOS standards listed herein, except for those conditions provided in Policies 1.1.1.A. and 1.1.1.B.

STAFF ANALYSIS: This segment of State Road 20 (Crill Ave.) has an existing level of service "C" and is classified as a Principal Arterial.

Public Facilities Element

Objective D.1.1 (9J-5.011(2)(b)2)
Upon Plan adoption, the City of Palatka shall enforce adopted Concurrency Management System procedures to ensure that at the time a building permit or other development order is issued, infrastructure facility capacity is available to meet the demand of development without lowering adopted Levels of Service Standards (LOSS).

Policy D.1.1.1 (9J-5.011(2) (c)2)
The following level of service standards shall be as the basis for determining the availability of facility capacity against the demand generated by development.

1. Central Water System

Commercial/Industrial: 110 gallons per acre per day (GAD)

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

Policy D.1.1.2 (9J-5.011 (2)(c)2)
All improvements for replacement, expansion, or increase in capacity of facilities shall be compatible with the adopted level of service standards for the facilities and that distribution of these facilities/services is consistent with the Future Land Use Map.

STAFF ANALYSIS: This office complex will not cause the level of service standards to be exceeded.

- Potable Water: 110 gallons per acre per day multiplied by .47 acres is 51.7 gallons per acre per day. A new water plant will be going on line in 2009 with a capacity of 6 million gallons per day. Current peak usage is approximately 3,200,000 gallons per day. Capacity exists for these parcels.

- Central Sanitary Sewer System, Residential: 125 gallons per acre per day (GAD) multiplied by .47 = 58.50 gallons per acre per day. Capacity exists for these parcels.

- Solid Waste – 6.4 lbs multiplied by 2.5 persons per unit is 16 lbs per day. Capacity exists for this location. Please note these figures are for residential not commercial. There are no calculations either on the City or County level for solid waste for commercial.

- Drainage: This complex was constructed in the County. All drainage issues would have been handled through their permitting process.

STAFF RECOMMENDATION: Staff recommends approval to change the Future Land Use designation from County Urban Reserve to City Commercial.

D. COMPLIANCE WITH THE PALATKA MUNICIPAL CODE, REZONING REQUEST

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

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

STAFF ANALYSIS: The applicant requests rezoning to City C-2 (Intensive Commercial) from County Agriculture (AG) and Commercial (C-1) The proposed change is in conformance with the comprehensive plan as stated in the above comp plan review and is consistent with both the City and County land use designations for commercial districts. This zoning category is consistent with the requested Commercial Future Land Use designation. The current land use designation is Putnam County Urban Reserve.

b. The existing land use pattern.

STAFF ANALYSIS: This rezoning request to City C-2 (Intensive Commercial) is consistent with the existing land use pattern in the area which is primarily commercial with a few residences. This request changes the zoning jurisdiction from County to City to accompany the annexation and future land use map amendment request.

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

STAFF ANALYSIS: This rezoning request will not create an isolated district since the City has C-2 zoning (Wal-Mart) south of this parcel. C-2 is the zoning trend for this commercial corridor with C-2 within 400 feet to the east of the subject parcel. The County's setbacks are similar to the City's but are slightly more restrictive.

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

STAFF ANALYSIS: This existing office complex will not overtax public services. Any future construction will require a review of public facilities at the time of plan submittal.

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

STAFF ANALYSIS: Staff has no information to indicate that existing district boundaries are illogically drawn in relation to existing conditions on the property proposed for change.

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

STAFF ANALYSIS: In order to obtain water and sewer services, the applicant was required to annex, amend the Future Land Use map and rezone since the property is contiguous to the city limits. The proposed amendment is necessary to comply with these requirements.

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

STAFF ANALYSIS: This change is consistent with the existing conditions of the area.

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

STAFF ANALYSIS: This site is being developed as a commercial use in the County and all necessary approvals had to be obtained prior to permit issuance.

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

STAFF ANALYSIS: This site was permitted in the County. St. Johns River Water Management had to provide the County with an approval letter prior to

construction. If any additions are made, future drainage will be addressed in plan review.

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

STAFF ANALYSIS: The office complex does not reduce light and air to adjacent parcels.

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

STAFF ANALYSIS: It is not anticipated that this rezoning request will adversely affect property values.

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

STAFF ANALYSIS: Staff does not have any information to indicate that the proposed zoning change will be a deterrent to the improvement or development of adjacent property in accord with existing regulations. Adjacent property owners were notified of this rezoning request and have the opportunity to appear before the Planning Board.

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

STAFF ANALYSIS: This rezoning request does not constitute a grant of special privilege.

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

STAFF ANALYSIS: The existing zoning is County zoning. With the proposed requests for annexation and a City future land use designation, it is appropriate to change the zoning to a consistent City zoning designation.

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

STAFF ANALYSIS: This change is not out of scale with the needs of the neighborhood or 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 ANALYSIS: There may be other sites that could accommodate the office complex, however, this site is already developed and the annexation along with the future land use amendment and zoning change is required in order to obtain City services.

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

STAFF ANALYSIS: This parcel is not located in a Historic District.

STAFF RECOMMENDATION: Staff recommends approval of the requested zoning change from County Commercial (C-1) and Agriculture (AG) to City Intensive Commercial (C-2). The request complies with the rezoning criteria provided in the Palatka Municipal Code.

E. Photographs

View facing property

View facing west.

View facing east.

Application for Annexation

Application Number: PB - 08-31
Date Received: 1/3/07
Hearing date: 8/8/09
10/6/09

waiting on survey
survey 8/9

This application must be **typed or printed in black ink** and submitted with any required attachments and application fee of $1,000 for Small Scale or $1,500 for Large Scale (Checks payable to the City of Palatka) to:

City of Palatka Planning & Zoning
201 N 2nd Street
Palatka, FL 32177

FOR INFORMATION REGARDING THIS FORM, CALL (386) 329-0103

TO BE COMPLETED BY APPLICANT

1. Property Address:	2. Parcel Number:	3. Current Property Use:
5015 CRILL AVE, PALATKA, FL 32177	10-10-26-0000-0270-0000	COMMERCIAL FRONT FEET

4. Current Land Use Designation:	5.Requested Land Use Designation:	6. Required Attachments:
COMMERCIAL	COMMERCIAL	☐ Legal Description ☐ Letter of Authorization* ☐ Copy of Recorded Deed ☐ Fees ☐ Project Narrative** ☐ Supplementary Information*** ☐ Site Map for display ad**** ☐ Site Plan***** ☐ Survey
7. Current Zoning Designation: AG, C-1	**8. Requested Zoning Designation:** C-1	
9. Acreage to be considered for request: 2.51 ACRES	**10. Number, types & square footage of structures on property:**	

Reason for annexation request: ACCESS TO CITY UTILITIES

JACOB SPELLS	
Owner Name	**Agent Name**
5019 CRILL AVE, PALATKA, FL 32177	
Owner Address	**Agent Address**
386-328-0062	
Phone Number	**Phone Number**

* Letter of Authorization for Agent is required if any person other than the property owner makes the application and acts on behalf of the owner.

** Project Narrative: Explain present and future use of the property in detail.

*** Supplementary information that may be required with application relative to the following factors where applicable: Soils, Natural Vegetation/Wildlife; Wetlands (type, location and amount of acreage to the nearest one-hundredth acre), and Topography/Flood Prone Areas.

**** Site map for ad to be to be in black & white, no larger than 2 ½" x 3" with nearest intersecting streets shown and named.

***** Site Plan: Detailed project drawing

12. Three hundred five dollar ($305.00) application fee (checks payable to *City of Palatka*)

13. This application submitted by:

Signature of owner(s):	auth pwr	Annie M. Spell Annie M. Spell
Print owner(s) name(s):	Jacob Irvine Spell	Annie M. Spell
Address of owner(s):	5019 Crill Ave. Palatka, Fl. 3217	(Same)
Telephone:	386-328-0062	

STATE OF FLORIDA
County of Putnam

Before me this day personally appeared Jacob Irvine Spells Annie M. Spells who executed the foregoing application and acknowledged to and before me that They executed said instrument for the purposes therein expressed.
WITNESS my hand and official seal, this 22nd day of December A.D. ~~199~~ 2006

My commission expires: March 28, 2010

Karen M Venables
Notary Public
State of Florida at Large

NOTARY PUBLIC STATE OF FLORIDA
Karen M. Venables
Commission # DD533981
Expires March 28, 2010
Bonded Troy Fain - Insurance, Inc 800-385-7019

Case Number: _____
Date Filed: _____

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

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

1. Official 911 address or legal description: 5015 Crill Ave.

2 Property Appraiser parcel #: 10-10-26-0000-0270-0000

3. Total acres to be considered as part of this request: _____

4. The names and addresses of all owners as shown in the Putnam County public records:

5. Current zoning designation: County AG C-1 Requested zoning designation: C-2

6. Current land use designation: LLR Requested land use designation: COM

7. Reason for rezoning/land use amendment request: To obtain water + sewer

8. Number and types of structures on the property: 1 Structure containing 5 units (offices)

9. Copy of recorded deed (attach to application).

10. Boundary survey or location map (attach to application).

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

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

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

13. This application submitted by:

Signature of owner(s): [signature]
Print owner(s) name(s): Jacob Spell
Address of owner(s): 5019 Crill Ave
Palatka, FL 32177
Telephone: 386-328-0062

STATE OF FLORIDA
County of Putnam

Before me this day personally appeared Jacob Irvine Spells who executed the foregoing application and acknowledged to and before me that he executed said instrument for the purposes therein expressed.
WITNESS my hand and official seal, this 22nd day of December A.D. ~~199~~2006

Karen M Venables
Notary Public
State of Florida at Large

My commission expires: March 28, 2010

NOTARY PUBLIC STATE OF FLORIDA
Karen M. Venables
Commission # DD533981
Expires March 28, 2010
Bonded Troy Fain - Insurance, Inc 800-365-7019

PROJECT NARRATIVE

10-10-26-0000-0270-0000

5015 CRILL AVE., PALATKA, fl 32177

Commercial building is currently in construction on this site. Storage shed (912 sq ft) is located in rear of property.

Upon completion, the commercial building will be approximately 5339 sq ft. of commercial office space. The storage shed will remain as per current use.

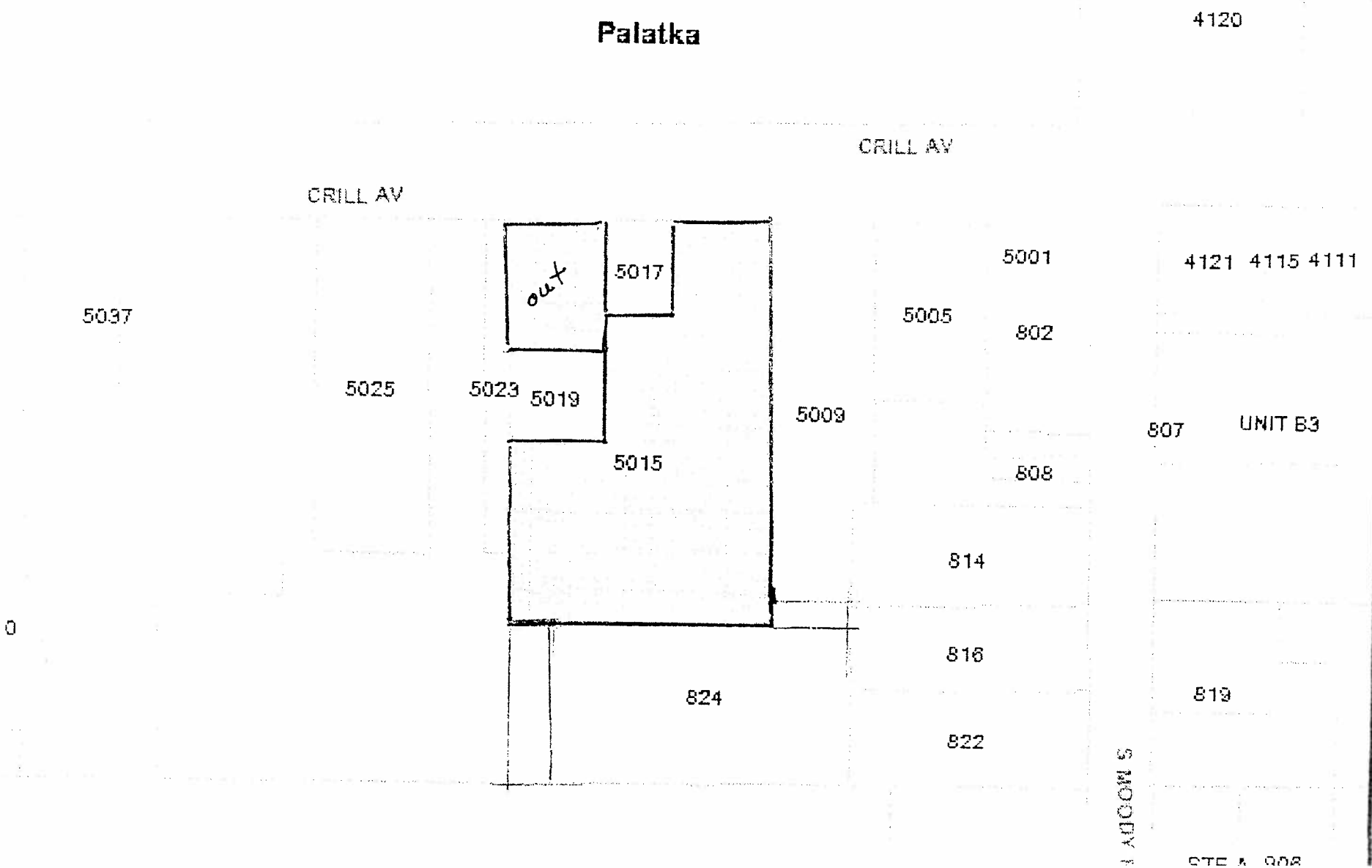
Legal Description for 5015 Crill Avenue (A portion of 10-10-26-0000-0270-0000)

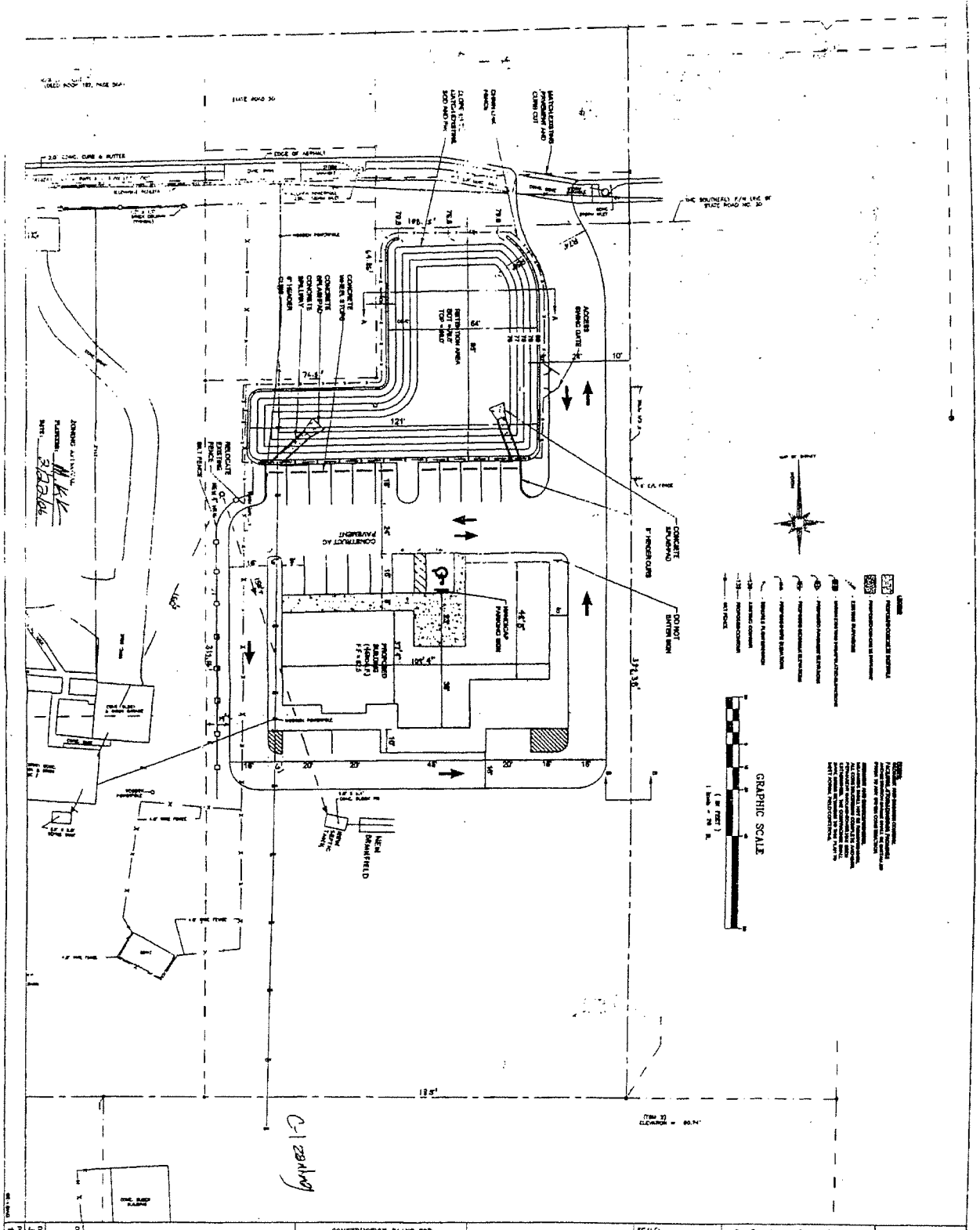
A tract of land, lying and being a part of the Northeast ¼ of the Northeast ¼ of the Southeast ¼ of Section 10, Township 10 South, Range 26 East, Putnam County, Florida, and being more particularly described as follows:

Beginning at a point 384.75 feet west of the Northeast corner of the Southeast ¼ of Section 10, Township 10 South, Range 26 East, being also the Northeast corner of lands described in Deed Book 157 page 275, (1)thence South 467 feet to an iron pipe,(2)thence west 220.25 feet +/- to the Northwest corner of lands described in OR 573 Page 1434, (3)thence run south 90 feet to a point at the Southwest corner of lands described in OR 573 Page 1434, (4)thence run west 50 feet +/- to a point on the East line of lands described in OR 555 Page 1461, (5)thence run North along the Easterly line of lands described in OR 555 page 1461 and OR 555 Page 1459, 257 feet +/- to a point at the Southwest corner of lands described in OR 145 Page 16, (6)thence run east 100 feet to a point at the Southeast corner of lands described in OR 145 Page 16, (7)thence run north along the easterly line of lands described in OR 145 Page 16 and continue northerly to a point at the Southwest corner of lands described in OR 157 Page 685, (8)thence run East 70 feet along the South line of lands described in OR 157 Page 685 to the Southeast corner thereof. Return to the point of beginning and run westerly along the south line of State Road 20 108.5 feet +/- to a point on the East line of lands described in OR 157 Page 685, (9)thence run South along the East line of lands described in OR 157 Page 685 to the end of call 8 and to close.

All references are to the records of Putnam County, Florida.

5015 Crill Ave, Palatka





DRAWING: GE-1	NORTH BEACH ENGINEERING INC. CONSULTING ENGINEERS - CERT. OF AUTH. #7167	CONSTRUCTION PLANS FOR NEW BUILDING FOR JACOB SPELLS PALATKA FLORIDA	GEOMETRY AND SIGNING PLAN	SCALE: 1"=20'	REVISIONS
DATE: JANUARY, 2005				DESIGNED BY: RMM	NO / DATE / DESCRIPTION / BY
PROJECT NO.: 102520		DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFERENCE		DRAWN BY: TJE	1 / 01/13/05 / SJRWMD COMMENTS / LOW
				CHECKED BY: HJK	

RELEASED FOR CONSTRUCTION

H. J. Kelley, P.E.
P.E. # 16938
COA # 7167
North Beach Engineering
2202 NW 12th Street

2009 Interim Property Information for Parcel: 10-10-26-0000-0270-0000

2008 Certified Tax Collector Information

Spells Jacob
5019 Crill Ave
Palatka Fl 32177-2177 (**Putnam County GIS Interactive Mapping**)

Parcel 911 Addresses

5015 Crill Av, Palatka (**MapQuest map**)

Detail Information for Parcel: 10-10-26-0000-0270-0000

Property Use:	Miscellaneous Residential	Structures:	1
Mobile Homes: [?]	0	MH Unextended:	0
Census Tract:	950600	Census Block:	2003
Total Acreage:	2.51	Location:	Putnam County

Property Legal Description

PT OF NE1/4 OF SE1/4 BK157 P275 OR432 P1827 OR571 P1456 OR1083 P1663 (EX HWY OR145 P16 OR157 P685 OR542 PP1719 1726 1728 1730 OR573 P1434 OR882 P1083 RD OR885 P1863 RD)

Parcel Sales Data

Book	Page	Instrument	Month	Year	QSCD	Price
1083	1663	Warranty Deed	February	2006	01 V	$100
0571	1456	Warranty Deed	October	1990	01	$100
0432	1827	Warranty Deed	March	1983	01	$100

Land Data

Units	Descriptions
108.50	Commercial Front Feet
104.93	Commercial Front Feet
0.47	Residential Acres
70.00	Commercial Front Feet

Zoning Data

Department	Code	Descriptions
Putnam County	AG	Agriculture
Putnam		

County	C-1	Commercial, Neighborhood

Future Land Use Map (FLUM)

Code	Descriptions
UR	Urban Reserve

Structure Data

Type	Year	Area	Square Feet
Farm Bldgs/Lumber Shed/Hangars	1966	BASE	912

Notice:

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

Click **here** to do another search or use your browser's back button to return to previous search results.

Departmental Review Request

Address: 5015 Crill Avenue **Case #: 08-31**
Parcel # 10-10-26-0000-0270-0000

Please review the enclosed request and make any comments in writing to Building & Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.

☒ Rezoning	☐ Site Plan Review
☒ Annexation	☒ Small Scale Amendment (9.99 acres or less)
☐ Large Scale Amendment(10+ acres)	☐ Concurrency Review
☐ Conditional Use Request	☐ Variance
☐ Street Closing/Street Name Change	☐ Other

Meeting Date: 10-06-09	**Response Deadline: 9-11-09**
Date submitted by applicant: 01/03/07 & 8/2009	**Date forwarded to Departments for review: 8/31-09**

Submitted to:

- ☑ Water/Sewer/Streets/Sanitation Rhett
- ☐ Police
- ☐ Fire
- ☐ Chief Building Official
- ☐ Sewer Plant
- ☐ Water Plant
- ☐ Parks
- ☐ Weed & Seed
- ☐ Cemetery
- ☐ Golf
- ☐ Airport

Current Property Use: Miscellaneous Residential	**Proposed Property Use: Commercial offices**
Current Land Use Designation: County Urban Reservc	**Requested Land Use Designation: Commercial**
Current Zoning Classification: County Agricultural and County C-1	**Requested Zoning Classification: C-2 (Intensive Commercial)**
Acreage: 2.244	**# of Units 5 offices**
Jacob Spell **Owner/Applicant Name** 5019 Crill Avenue **Owner/Applicant Address** Palatka, Fl 32177 **City/State/Zip** (386) 328-0062 **Phone Number**	NONE **Agent Name** **Agent Address** **City/State/Zip** **Phone Number**

Planning Dept. Comments: The applicant has been provided a water and sewer tap but has yet to connect on his end. Annexation is required since he is contiguous to the city limits.

Thank you,

Debbie

☒ **No Comments**
☐ **Comments Attached**

Reviewed by: Rhett H. McEmey

Title: Superintendent

Utilities at site

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Thank you,

- ☐ No Comments
- ☐ Comments Attached

Reviewed by: _____

Title: CBO

a11

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Parcel # 10-10-26-0000-0270-0000

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Thank you,

Debby

- ☐ No Comments
- ☑ Comments Attached

Reviewed by: _____

Title: Chief of Police

PALATKA
POLICE DEPARTMENT

LAW ENFORCEMENT IMPACT REVIEW

JACOB SPELL PROPERTY

5015 CRILL AVENUE

(ANNEXATION & REZONING OF GENERAL COMMERCIAL

CONCEPTUAL REVIEW 09/11/09

JACOB SPELL PROPERTY

5015 CRILL AVENUE – GENERAL COMMERCIAL

PURPOSE

The Police Department's review of the proposed development/annexation is designed to provide City staff, planners, reviewers, elected officials, and citizens with projected impacts to municipal law enforcement services. This review is designed to promote the City's strategic public safety goals, which include crime prevention and reduction, call-for-service management, and timely response to the needs of citizens.

IMPACTS TO POLICE DEPARTMENT STAFFING

❖ **Sworn officer (Police)**

- Police Department (PPD) service standard = 469.20[1] calls-for-service (CFS) per year per officer.
- On average, every citizen generates 1.60[2] CFS per year.
- Every 1,000 new residents generate 1,600 additional CFS per year.
- Every 1,600 additional citizen generated CFS would equate to 3.41 additional police officer positions.
- The owner has proposed annexation and rezoning of property at 5015 Crill Avenue. Currently, there is a commercial structure under construction , which consist of 5,339 sq ft.[3].
- Based on the City of Palatka Impact Fee Study, published in March of 2007, the "Annual Law Enforcement Incidents Per Unit of Development" factor is **.0182** incidents per square foot for "General Commercial."
- A review conducted by the Police Department, once this project has been completed and functional, the development/annexation has the potential of generating **97.17 CFS** per year, which would result in **.20** additional police officers, at a first year cost of **$18,715.37**

❖ **Non-Sworn Personnel (Support)**

[1] Source: City of Palatka Police Department Staffing Standards; 2003

[2] Source: City of Palatka Police Department Staffing Average CFS; 2003

[3] Source: City of Palatka Planning Department related to 5015 Crill Avenue; B&Z Case # 08-31.

- Currently, the Palatka Police Department utilizes a formula of one (1) support position for every five (5) sworn positions.

- With an overall increase of **.20** police officers, there will be a need for **0** additional support personnel.

POLICE DEPARTMENT SPACE NEEDS REQUIREMENTS

- The current Police Department building located at 110 N. 11th Street was opened in 1967.

- There exist 7,000 +/- sq ft of office/storage space under roof.

- In 2007, the City purchased 1209 Reid Street for a Police Department annex. Currently, renovations are underway to relocate the department's investigative functions. This space will yield 2,200 +/- addition sq ft.

- Since NO major renovations or additions have been made to the current building and parking, there is a need for additional office and parking. Additional staff will only compound the current space needs.

OTHER IMPACTS/ISSUES

- N/A

STRATEGIES FOR REDUCING IMPACTS TO LAW ENFORCEMENT

Although not required by ordinance, the Police Department does suggest the developer utilize a CPTED (*Crime Prevention Through Environmental Design*) approach to minimizing the impact to City of Palatka Police resources. We suggest the use of *Crime Prevention Through Environmental Design* (CPTED - "sep-ted")as one such tool to minimize the potential for crime and impact to City resources.

CPTED approach involves the use and design of space inside and outside of buildings, the positioning of buildings in relation to one another and the street, lighting, entrances and exits, and landscaping.

CPTED is based on two main assumptions...

- Offenders commit crime when there are not many people around, where they are unlikely to be seen, and where they can easily and quickly get in and out.

- Crime is related to daily routines and activities in the area, such flow of traffic and pedestrians (or lack of flow) on nights and weekends.

- Keeping possible offenders out and away from your business will reduce your likelihood of being victimized.

Usually, we use locks on doors, alarms and bars on windows to prevent burglars from entering, thus controlling their *access*. However, there are different ways of keeping people and offenders out.

Natural Access Control refers to the use of doors, fences and gates to control access to your business or property. The intention is not to necessarily physically stop the offender, but rather make your business look like a riskier crime target.

Elsewhere on this web site we've discussed cameras and how they can be used to watch over potential offenders. It's also possible to have customers, neighbors, passers-by, and other people watch over your business while they're going about their daily activities.

Natural Surveillance involves designing windows, lighting and landscaping to improve your ability, and everyone else's ability, to observe what is going on inside and around your business. Through clever design you can not only make your business a less attractive target, you can increase the likelihood of detecting a criminal at work.

Design Recommendations

The objective is to maximize the number of "eyes" watching over the business. So create a visual connection between the street, the sidewalk, and the business. It is always good to have people around -- so make sure your business is not isolated and that the entry is not at the back on the building.

Territorial reinforcement uses design and use of sidewalks, landscaping, and porches to create a border between private and public property. These are not meant to prevent anyone from physically entering, but to create a feeling of territoriality and send a message to offenders that the property belongs to someone and they should stay out.

Use landscaping as a natural barrier between private and public areas. Use low fences to mark your property. Use different color bricks or different materials for driveways, so as to separate them visually from the street. Landscaping and bushes can be also used to mark territory, but you have to make sure that they do not obstruct the view, or provide hiding spots for offenders.

Additional information pertaining to CPTED concepts may be obtained through:

DATA TABLES

Table 1 PPD Statistics	
PPD CFS per officer per year	469.2
Average CFS per citizen per year	N/A
CFS per year generated by 1,000 new residents	N/A
Proposed sq footage	5,339
Property Category (Based on City of Palatka Impact Fee Study; 2007)	General Commercial
L.E. Incidents per unit of development factor per sq ft	.0182
City of Palatka average household size	N/A
Projected population increase due to development/annexation	N/A
Additional CFS generated by development/annexation per year	**97.17**
Additional police officers required	.20
Additional civilian positions required	0

Table 1 PPD Staffing	Current	Proposed
Sworn Police Officers	39	39.20
Non-Sworn Civilian Personnel	8	8
Total	47	47.20

Average CFS Per Officer Per year		469.2
Officers needed to manage increased CFS		**0.20**

START UP COST:

Police Officer(s) (salary & benefits)		56,908.83
	x	0.20
		11,381.17
Vehicle (w/Equipment)		32,000.00
	x	0.20
	**	**6,400**
Other Equipment	x	4,671.00
		0.20
	**	**934.2**

Total Cost to City to Provide LEO(s); (first year) **$18,715.37**

* **ESTIMATED**

** **MAY USE IMPACT FEES TO OFFSET COST:** **N/A**

OTHER COST TO BE CONSIDERED:

Civilian (Support)
Personnel
Associated Cost with startup of Support Personnel
Additional office space or new building
Additional parking
Additional IT software & hardware to support increased size of Dept.

DISTRIBUTION: File

Departmental Review Request

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Parcel # 10-10-26-0000-0270-0000

Case #: 08-31

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- ☐ Water/Sewer/Streets/Sanitation
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- ☐ Airport

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Acreage: 2.244

# of Units 5 offices

Jacob Spell **Owner/Applicant Name**	NONE **Agent Name**
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Thank you,

Debbie

- ☐ No Comments
- ☐ Comments Attached

Reviewed by: M. Lynady

Title: Fire Marshal

(1) Hydrant
(2) BTR inspection

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Thank you,

☒ **No Comments**
☐ **Comments Attached**

Reviewed by: [signature]

Title: Public Works

No concerns w/ Annexation / Zoning.

City of Palatka
Building & Zoning
201 N. 2nd Street
Palatka, Florida 32177
386-329-0103 • Fax 386-329-0172

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

PUBLIC NOTICE

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

Request to Annex into the Palatka city limits, Amend the Future Land Use Map from County Urban Reserve to City Commercial and Rezone from County C-1 (Commercial) and Ag (Agricultural) to City C-2 (Intensive Commercial). Case: PB 08-31

Owner: Jacob Spell

Location: 5015 Crill Avenue

Parcel #: 10-10-26-0000-0270-0000

All interested parties are invited to attend this public hearing.

Debbie Banks
Director of Building & Zoning

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

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

PALATKA FL 32177

ORANGE PARK FL 32073

MS 0555
BENTONVILLE AR 72712

EUNICE A EVANS
5025 CRILL AVE
PALATKA FL 32177

PB 08-31

STATE OF FLORIDA

County of Putnam

The undersigned personally appeared before me, a Notary Public for the State of Florida, and deposes that the Palatka Daily News is a daily newspaper of general circulation, printed in the English language and published in the City of Palatka in said County and State; and that the attached order, notice, publication and/or advertisement:

Notice is hereby given that t

Was published in said newspaper 1 time(s) with said publication being made on the following dates:

09/18/2009

The Palatka Daily News has been continuously published as a daily newspaper, and has been entered as second class matter at the post office at the City of Palatka, Putnam County, Florida, each for a period of more than one year next preceding the date of the first publication of the above described order, notice and/or advertisement.

Jeannette Eveland

Sworn to and subscribed to before me this 18th day of September, 2009 by Jeannette Eveland, Administrative Assistant, of the Palatka Daily News, a Florida corporation, on behalf of the corporation.

Mary Kaye Wells

Mary Kaye Wells, Notary Public
My commission expires July 22, 2011

Notary Seal
Seal of Office:

MARY KAYE WELLS
MY COMMISSION # DD 654041
EXPIRES: July 22, 2011
Bonded Thru Notary Public Underwriters

_____ Personally known to me, or
_____ Produced identification:
___/___ Did take an oath

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Legal No. 02540079
09/18/2009

Agenda Item

7

a, b and c

CITY OF PALATKA CITY COMMISSION
AGENDA ITEM

ITEM: Adoption of an ordinance annexing 6677 & 6679 Crill Avenue and one unaddressed parcel into the City, adoption of a related ordinance changing the future land use designation from Putnam County Urban Service to City of Palatka Commercial, and the first reading of an ordinance changing the zoning from Putnam County AG (Agricultural) to City of Palatka C-1A (Commercial Neighborhood).

DEPARTMENT: Building & Zoning

AGENDA SECTION: Regular agenda requiring Commission action

ATTACHMENTS

1. An Ordinance of the City of Palatka annexing 6677 & 6679 Crill Avenue and one unaddressed parcel
2. An Ordinance of the City of Palatka amending the future land use designation from Putnam County Urban Service to City of Palatka Commercial.
3. An Ordinance of the City of Palatka changing the zoning from Putnam County AG (Agricultural) to City of Palatka C-1A (Commercial Neighborhood).
4. October 6, 2009, Planning Board Minutes.
5. October 6, 2009, Planning Board Packet.

DATE: November 12, 2009 with second reading for zoning on December 10, 2009

SUMMARY HIGHLIGHTS:

The identified purpose of these three applications is to allow City water and sewer services. This is a 6 acre (more or less) parcel of land.

A public hearing was held by the Planning Board on October 6, 2009, at the applicant's request for annexation, change of future land use from County Urban Service to City Commercial, and rezoning from Putnam County AG (Agricultural) to City of Palatka C-1A (Commercial Neighborhood). There was no public testimony. The Planning Board voted to recommend approval of the three requests.

RECOMMENDED ACTION:

Staff recommends approval of the attached annexation and future land use ordinances, and conducting the first public hearing on the related zoning ordinance. The second public hearing for the zoning ordinance is scheduled for December 10, 2009.

AGENDA ITEM NUMBER: AGENDA PAGE NUMBER:

This instrument prepared by:
Debbie Banks
City of Palatka
201 N. 2nd St.
Palatka, FL 32177

ORDINANCE NO. 09 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT TERRITORY IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST, PUBLIC RECORDS OF PUTNAM COUNTY, FLORIDA 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, Petition has been filed before the City Commission of the City of Palatka, Florida, which Petition is on file in the office of the City Clerk, signed by all of the freehold owners of the property sought to be annexed, to wit:

Rural Health Care, Inc.

WHEREAS, Chapter 171.044, Florida Statutes, permits the annexation of unincorporated areas lying adjacent and contiguous to the boundaries of the City of Palatka, 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:
Parcel #1:

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11 and 12 of Block 1, according to plat entitled "Dr. Schlect's Subdivision, Unit No. 1, part of the West 22 acres of the NE ¼ of the SW ¼ of Section 10, Township 10 South, Range 26 East, Putnam County, Florida", said plat being recorded in Map Book 3, page 167 of the public records of Putnam County, Florida.

TOGETHER WITH that portion of Coolidge Avenue and Garfield Avenue as closed or abandoned by Resolution recorded in Official Records Book 696, page 198 of the public records of Putnam county, Florida which would revert to the above described lands by operation of law.

EXCEPTING THEREFROM that part thereof conveyed for road right of way purposes as described in Deed Book 102, page 565 and Official Records Book 885, page 1863 (Parcel Number 183) of said public records.

Parcel #2:
A tract of land situated in the NE ¼ of the SW ¼ of Section 10, Township 10 South, Range 26 East being a part of land described in

Parcel #2 of Official Records Book 668, page 1264 of the public records of Putnam County, Florida and being more particularly described as follows:

Commencing at a concrete monument at the Southwesterly corner of Lot 7, Block 1 according to Dr. Schlect's Subdivision, Unit No. 1, recorded in Map Book 3, page 167 of said public records and run thence Southerly, along a southerly projection of the Easterly right-of-way of Roosevelt Avenue, a distance of 61.265 feet to a concrete monument at a bend in the Southerly right-of-way of Garfield Avenue and the POINT OF BEGINNING of this description. From POINT OF BEGINNING (1) continue Southerly, along said Southerly projection of the Easterly right-of-way of Roosevelt Avenue, a distance of 502.0 feet. (2) Thence run Easterly, parallel with the South line of the NE ¼ of the SW ¼ of Section 10, a distance of 325.87 feet, more or less, to intersect with the Easterly line of lands described in Parcel #2 of Official Records Book 668, page 1264. Return to the POINT OF BEGINNING and (3) run thence Northeasterly, along the Southerly right-of-way of Garfield Avenue (closed in Official Records Book 696, page 198 of said public records), a distance of 333.33 feet to a concrete monument on the Easterly line of lands described in Parcel #2 of Official Records Book 668, page 1264. (4) Thence Southerly, along said Easterly line, being parallel with the West line of the NE ¼ of the SW ¼ of Section 10, a distance of 567.07 feet, more or less, to the Easterly end of call (2) and to close.

Containing 6.0 acres, more or less (Parcels #1 - 10-10-26-2100-0010-0010 and 10-10-26-2100-0010-0050 and #2 -10-10-26-0000-0390-0010)

All references are to the records of Putnam County, Florida.

Section 3. The property hereby annexed shall remain subject to the 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 12th day of November, 2009.

CITY OF PALATKA

BY: _____
Its Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney

This instrument prepared by:
Debbie Banks
201 North 2nd Street
Palatka, Florida 32177

ORDINANCE NO. 09 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP AND FUTURE LAND USE ELEMENT OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO THREE PARCELS OF LAND (LESS THAN 10 ACRES IN SIZE) IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST FROM COUNTY URBAN SERVICE TO CITY COMMERCIAL, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

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

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

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

WHEREAS, the Planning Board conducted a public hearing on October 6, 2009, and recommended approval of this amendment to the City Commission, and

WHEREAS, the City Commission conducted a public hearing on this amendment on November 12, 2009,

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

Section 1. Adopted Small Scale Amendment

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

TABLE 1
ADOPTED SMALL SCALE AMENDMENTS

Property Tax Number	Acreage	Current Land Use	Amended Land Use
10-10-26-2100-0010-0050;	.45	County	City
10-10-26-2100-0010-0010;	1.49	Urban Service	Commercial
10-10-26-0000-0390-0010	3.98		

DESCRIPTION OF PROPERTY:

Parcel #1:

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11 and 12 of Block 1, according to plat entitled "Dr. Schlect's Subdivision, Unit No. 1, part of the West 22 acres of the NE ¼ of the SW ¼ of Section 10, Township 10 South, Range 26 East, Putnam County, Florida", said

plat being recorded in Map Book 3, page 167 of the public records of Putnam County, Florida.

TOGETHER WITH that portion of Coolidge Avenue and Garfield Avenue as closed or abandoned by Resolution recorded in Official Records Book 696, page 198 of the public records of Putnam county, Florida which would revert to the above described lands by operation of law.

EXCEPTING THEREFROM that part thereof conveyed for road right of way purposes as described in Deed Book 102, page 565 and Official Records Book 885, page 1863 (Parcel Number 183) of said public records.

Parcel #2:
A tract of land situated in the NE ¼ of the SW ¼ of Section 10, Township 10 South, Range 26 East being a part of land described in Parcel #2 of Official Records Book 668, page 1264 of the public records of Putnam County, Florida and being more particularly described as follows:

Commencing at a concrete monument at the Southwesterly corner of Lot 7, Block 1 according to Dr. Schlect's Subdivision, Unit No. 1, recorded in Map Book 3, page 167 of said public records and run thence Southerly, along a southerly projection of the Easterly right-of-way of Roosevelt Avenue, a distance of 61.265 feet to a concrete monument at a bend in the Southerly right-of-way of Garfield Avenue and the POINT OF BEGINNING of this description. From POINT OF BEGINNING (1) continue Southerly, along said Southerly projection of the Easterly right-of-way of Roosevelt Avenue, a distance of 502.0 feet. (2) Thence run Easterly, parallel with the South line of the NE ¼ of the SW ¼ of Section 10, a distance of 325.87 feet, more or less, to intersect with the Easterly line of lands described in Parcel #2 of Official Records Book 668, page 1264. Return to the POINT OF BEGINNING and (3) run thence Northeasterly, along the Southerly right-of-way of Garfield Avenue (closed in Official Records Book 696, page 198 of said public records), a distance of 333.33 feet to a concrete monument on the Easterly line of lands described in Parcel #2 of Official Records Book 668, page 1264. (4) Thence Southerly, along said Easterly line, being parallel with the West line of the NE ¼ of the SW ¼ of Section 10, a distance of 567.07 feet, more or less, to the Easterly end of call (2) and to close.

Containing 6.0 acres, more or less (Parcels #1 - 10-10-26-2100-0010-0010 and 10-10-26-2100-0010-0050 and #2 -10-10-26-0000-0390-0010)

All references are to the records of Putnam County, Florida.

Section 3. Effect on the Comprehensive Plan

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

Section 4. Severability

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

Section 5. Effective date

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

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 12th day of November, 2009.

CITY OF PALATKA

By: _____
Its Mayor

ATTEST:

_____
City Clerk

Approved as to form and correctness

_____
City Attorney

This instrument prepared by:
Debbie Banks
205 N. 2nd St.
Palatka, FL 32177

ORDINANCE NO. 09-____

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST; FROM COUNTY AG (AGRICULTURE) TO CITY C1-A (COMMERCIAL NEIGHBORHOOD); REPEALING ANY ORDINANCE IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

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

Section 1.

WHEREAS, application has been made by the owner, Rural Health Care, Inc. to the City for certain amendments to the Official Zoning Map of the City of Palatka, Florida, and

WHEREAS, all the necessary procedural steps have been accomplished, including a public hearing before the Planning Board of the City of Palatka on October 6, 2009,and two public hearings before the City Commission of the City of Palatka on November 12,2009, and December 10,2009, and

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

Section 2. The Official Zoning Map of the City of Palatka, Florida is hereby amended by rezoning the hereinafter described property from its present zoning classification of County AG (Agriculture)to City C1-A (Commercial Neighborhood).

DESCRIPTION OF PROPERTY:

Parcel #1:

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11 and 12 of Block 1, according to plat entitled "Dr. Schlect's Subdivision, Unit No. 1, part of the West 22 acres of the NE ¼ of the SW ¼ of Section 10, Township 10 South, Range 26 East, Putnam County, Florida", said plat being recorded in Map Book 3, page 167 of the public records of Putnam County, Florida.

TOGETHER WITH that portion of Coolidge Avenue and Garfield

Avenue as closed or abandoned by Resolution recorded in Official Records Book 696, page 198 of the public records of Putnam county, Florida which would revert to the above described lands by operation of law.

EXCEPTING THEREFROM that part thereof conveyed for road right of way purposes as described in Deed Book 102, page 565 and Official Records Book 885, page 1863 (Parcel Number 183) of said public records.

Parcel #2:
A tract of land situated in the NE ¼ of the SW ¼ of Section 10, Township 10 South, Range 26 East being a part of land described in Parcel #2 of Official Records Book 668, page 1264 of the public records of Putnam County, Florida and being more particularly described as follows:

Commencing at a concrete monument at the Southwesterly corner of Lot 7, Block 1 according to Dr. Schlect's Subdivision, Unit No. 1, recorded in Map Book 3, page 167 of said public records and run thence Southerly, along a southerly projection of the Easterly right-of-way of Roosevelt Avenue, a distance of 61.265 feet to a concrete monument at a bend in the Southerly right-of-way of Garfield Avenue and the POINT OF BEGINNING of this description. From POINT OF BEGINNING (1) continue Southerly, along said Southerly projection of the Easterly right-of-way of Roosevelt Avenue, a distance of 502.0 feet. (2) Thence run Easterly, parallel with the South line of the NE ¼ of the SW ¼ of Section 10, a distance of 325.87 feet, more or less, to intersect with the Easterly line of lands described in Parcel #2 of Official Records Book 668, page 1264. Return to the POINT OF BEGINNING and (3) run thence Northeasterly, along the Southerly right-of-way of Garfield Avenue (closed in Official Records Book 696, page 198 of said public records), a distance of 333.33 feet to a concrete monument on the Easterly line of lands described in Parcel #2 of Official Records Book 668, page 1264. (4) Thence Southerly, along said Easterly line, being parallel with the West line of the NE ¼ of the SW ¼ of Section 10, a distance of 567.07 feet, more or less, to the Easterly end of call (2) and to close.

Containing 6.0 acres, more or less (Parcels #1 - 10-10-26-2100-0010-0010 and 10-10-26-2100-0010-0050 and #2 -10-10-26-0000-0390-0010)

All references are to the records of Putnam County, Florida.

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

Section 4. This Ordinance shall become effective immediately upon its final passage by the City Commission.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 10th day of December, 2009.

CITY OF PALATKA

BY: _____
Its MAYOR

ATTEST:

_____
City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney

Case PB 09-02 3310 Crill Ave - continued.

Mr. Holmes advised that the Board needs to consider land use decisions such as infrastructure, traffic, and the compatibility of the surrounding uses and things along that line. The Board is entitled to take into account the senior designation because we would be considering entering into an agreement.

Mr. Nelson reiterated that the location is a great site for seniors, that amenities are close at hand, the seniors can walk to shop, bank, eat and doctors, unlike the Frank George apartments.

Mr. Wallace stated that he would like to see the agreement

Mr. Stewart asked Mr. Nelson if tabling this case for 30 days would hurt the project any.

Mr. Nelson stated that would of course delay the project and asked that the Board make recommendation to approve contingent upon the agreement being executed, with the language that meets statutory requirements, that it would be beneficial to all, including the families that have been without permanent housing for a long time and if the Board would recommend approval subject to the restriction agreement as this is a long process.

Mr. Harwell stated that he would rather see the restriction agreement before making a decision.

(Regular Meeting)

Motion made by Earl Wallace and seconded by Anthony Harwell to table this request until the November 3, 2009 Planning Board meeting to be able to view the restrictions agreement. All present voted affirmative, motion carried.

Case PB 09-24

Address: 6677 &6679 Crill Ave
Parcel: 10-10-26-2100-0010-0050; 10-10-26-2100-0010-0010 & 10-10-26-0000-0390-0010
Applicant: Rural Health Care, Inc.

Request: for Annexation, Future Land Use amendment from County Urban Service to City Commercial and Rezone from County Agriculture (AG) to City Commercial Neighborhood (C1-A).

(Public Hearing)

Mr. Wallace recused himself from this case.

Ms. Banks said this request is for utilities as they are expanding their facility and require utility services to this location. She advised there were no comments received from the advertisement, public notices or the department reviews which will continue when plans are submitted.

Juli Holmes, 256 Highway 17 N., spoke on behalf of the applicants, stating that they are in the process of seeking federal grant money and that this project would be 100% funded from the grant funds which should be awarded sometime in November.

Case PB 09-24 6677 &6679 Crill Ave – continued.

(Regular Meeting)

Motion made by Sue Roskosh and seconded by Ezekiel Johnson to recommend approval of the Annexation, Future Land Use amendment from County Urban Service to City Commercial and Rezone from County Agriculture (AG) to City Commercial Neighborhood (C1-A). All present voted affirmative, with one abstention. Motion carried.

Case PB 09-25

Address: 6681 Crill Ave
Parcel: 10-10-26-0000-0390-0000
Applicant: Beck/Sloan Properties, Inc.

Request: for Annexation, Future Land Use amendment from County Urban Reserve to City Commercial and Rezone from County Single-family Residential (R-1A) and Agriculture (AG) to City Commercial Neighborhood (C1-A).

(Public Hearing)

Ms. Banks advised that this request is located directly behind and to the side of the case that was just considered for Rural Health Care, Inc. She stated that there were no comments or concerns received from the advertisement or public notices and that the departmental reviews will continue once plans are submitted. She added that access would be from Roosevelt Avenue off of Crill Avenue.

Mr. Wallace recused himself from this case.

Juli Holmes, 256 Highway 17 N., spoke on behalf of the applicants, she stated that they are working side by side with Family Medical, that the space to the rear will be used for similar medical and dental type services and will work together to get the needed infrastructure.

(Regular Meeting)

Motion made by Sue Roskosh and seconded by Anthony Harwell to Annex, amend the Future Land Use from County Urban Reserve to City Commercial and Rezone from County Single-family Residential (R-1A) and Agriculture (AG) to City Commercial Neighborhood (C1-A). All present voted affirmative, with one abstention. Motion carried.

Case PB 09-26

Address: 3204 Crill Ave
Parcel: 11-10-26-0000-0250-0000
Applicant: Putnam Center-Palatka Llc
Agent: Lynn Jackson

Request: for Conditional Use for an indoor recreational facility in a C-2 zoning district.

PLANNING AND ZONING STAFF REPORT

October 6, 2009

APPLICATION: PB 09-24 – Annexation, Small-Scale Future Land Use Map Amendment to change the Future Land Use designation from County Urban Service to City Commercial and Rezone from County Agriculture(AG) to City Commercial Neighborhood District (C1-A).

APPLICANT: Rural Health Care, Inc.

LOCATION: 6677 & 6679 Crill Avenue and one unaddressed parcel

Parcel #: 10-10-26-2100-0010-0050; 10-10-26-2100-0010-0010 & 10-10-26-0000-0390-0010

A. BACKGROUND & ANALYSIS: This property is contiguous to the City limits to the north across Crill Avenue. The property's main access is off Crill Avenue. Departmental Review Requests were sent to all departments. The Water & Sewer Superintendent attached water and sewer maps denoting the closest available lines. The Public Works Director and Water Treatment Plant Superintendent responded with "No Comment." The Police Chief, Fire Marshal and Chief Building Official reserved comment for when plans are submitted.

There was no response received from the notices sent to surrounding property owners or from the advertisement that ran on September 18th.

Surrounding properties have future land use designations of County Urban Service and City Commercial to the north and Urban Reserve to the south, east and west of the subject property. The zoning pattern of the site and surrounding area is County C1 and City C-1 to the north and County AG to the south, east and west; and County R1-A to the south and west. The existing land use pattern in the area is mixed commercial and single family residential.

SURROUNDING LAND USE AND ZONING:

	Future Land Use Designation	Zoning	Current Land Uses
North	Urban Service City Commercial	C-1(Putnam) C-1 (City)	Vacant Forest Glen Apartments
South	Urban Reserve	AG & R1-A (Putnam)	Vacant
East	Urban Reserve	AG (Putnam)	Single Family Residence Vacant
West	Urban Reserve	C-1, AG & R1-A (Putnam)	Professional Offices Vacant

B. COMPLIANCE WITH CHAPTER 171, FLORIDA STATUTES, ANNEXATIONS

The request is to annex a 5.92 acre parcel into the City. The subject property is located at 6677, 6679 Crill Avenue with the unaddressed parcel to the south. Properties to the north are City and to the south, east, and west are County.

The proposed annexation does not create an enclave and will meet the criteria identified in Section 171.043, Florida Statutes. This includes being contiguous to the City's boundaries at this time, is reasonably compact, is not included within the boundary of another incorporated municipality, and is intended to be developed for urban purposes because of the availability of City sewer and water lines that will be available to the property.

This request is a voluntary annexation and meets the criteria identified in Section 171.044, Florida Statutes, as it relates to being contiguous to the City, and reasonably compact. Following a recommendation from the Planning Board, an appropriately prepared ordinance will be considered by the City Commission after the correct advertising and scheduling of public hearings.

STAFF RECOMMENDATION: Approval of the annexation request.

C. COMPLIANCE WITH THE CITY OF PALATKA COMPREHENSIVE PLAN

The Existing Land Use Designation: The existing Future Land Use is County Urban Service which recognizes areas where urban infrastructure, such as central water, sewer, stormwater systems, paved major roads, exists or is programmed and available for more urban type of development. Although agricultural activities are allowed as a holding land use, this land use designation allows a broad mix of residential, commercial, industrial, public facility and recreation uses. Residential development can achieve a density of up to 9 dwelling units per acre, the highest in Putnam County, with adequate density bonus points.

The Proposed Land Use Designation:

Commercial (1,210 acres)

Land designated for commercial use is intended for activities that are predominantly associated with the sale, rental, and distribution of products or the performance of service. Commercial land use includes offices, retail, lodging, restaurants, services, commercial parks, shopping centers, or other similar business activities. Public/Institutional uses and recreational uses are allowed within the commercial land use category. The intensity of commercial use, as measured by impervious surface, should not exceed 70 percent of the parcel. The maximum height should not exceed 40 feet. Land Development Regulations shall provide requirements for buffering commercial land uses (i.e., sight access, noise) from adjacent land uses of lesser density or intensity of use. See Policy A.1.3.2.

Future Land Use Element

Objective A.1.1 (9J-5.006(3)(b)1; F.S. 187-201 (161)(1)(5)
Upon Plan adoption, the City shall coordinate future land uses with the appropriate topography, adjacent land uses, soil conditions, and the availability of facilities and services.

Policy A.1.1.3 (9J-5.006(3) (c) 3)
The City shall as a condition of issuing a building permit or other development order, require proposed developments to hook up to the City central sewer systems in accordance with the revised City zoning code and subdivision regulations based upon Chapter 381, F.S. and Division 64E, FAC.

STAFF ANALYSIS: The intended use (medical facility) of this parcel requires City water and sewer service. In the Traffic Circulation Element and Public Facilities Element sections of this staff report we will evaluate each adopted level of service standard for this site.

Traffic Circulation Element

Objective B.1.1 (9J-5.007(3)(b)1)
Upon plan adoption, the City shall provide for a safe, convenient and efficient motorized and non motorized transportation system by correcting, to the maximum extent feasible, all existing roadway deficiencies identified in this plan and maintain acceptable operating conditions in the future on a priority basis.

Policy B.1.1.1 (9J-5.007(3)(01))
The State-wide minimum acceptable operating Level of Service (LOS) standards for the State Highway System and City Street System shall be the base LOS standards listed herein, except for those conditions provided in Policies 1.1.1.A. and 1.1.1.B.

STAFF ANALYSIS: This segment of State Road 20 (Crill Ave.) has an existing level of service "C" and is classified as a Principal Arterial.

Public Facilities Element

Objective D.1.1 (9J-5.011(2)(b)2)
Upon Plan adoption, the City of Palatka shall enforce adopted Concurrency Management System procedures to ensure that at the time a building permit or other development order is issued, infrastructure facility capacity is available to meet the demand of development without lowering adopted Levels of Service Standards (LOSS).

Policy D.1.1.1 (9J-5.011(2) (c)2)
The following level of service standards shall be as the basis for determining the availability of facility capacity against the demand generated by development.

1. Central Water System

Commercial/Industrial: 110 gallons per acre per day (GAD)

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

Policy D.1.1.2 (9J-5.011 (2)(c)2)
All improvements for replacement, expansion, or increase in capacity of facilities shall be compatible with the adopted level of service standards for the facilities and that distribution of these facilities/services is consistent with the Future Land Use Map.

STAFF ANALYSIS: At the time of plan submittal, this project will be evaluated to ensure it will not exceed the level of service standards.

- Potable Water: 110 gallons per acre per day (GAD). The new water plant will be on line in the next couple of months and will have a capacity of 6 million gallons per day. Current peak usage is approximately 3,200,000 gallons per day. Capacity exists for this parcel, however, the project will be evaluated upon plan submittal.

- Central Sanitary Sewer System, Commercial/Institutional/Industrial: 110 gallons per acre per day (GAD). Capacity exists for this parcel, however, the project will be evaluated upon plan submittal.

- Solid Waste – 6.4 lbs per person per day. Capacity exists for this parcel. Please note these figures are for residential not commercial. There are no calculations either on the City or County level for solid waste for commercial.

- Drainage: Drainage will be evaluated by St. Johns River Water Management who must provide the City with a letter indicating their approval of any plan submitted.

STAFF RECOMMENDATION: Staff recommends approval to change the Future Land Use designation from County Urban Service to City Commercial.

D. COMPLIANCE WITH THE PALATKA MUNICIPAL CODE, REZONING REQUEST

Rezoning requirements

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

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

STAFF ANALYSIS: The applicant requests rezoning to City C-1A (Commercial Neighborhood District) from County AG (Agriculture). The proposed change is in conformance with the comprehensive plan as stated in the above comp plan review and is consistent with both the City and County land use designations for commercial neighborhood districts.

This zoning category is consistent with the requested Commercial Future Land Use designation. The current land use designation is Putnam County Urban Service.

b. The existing land use pattern.

STAFF ANALYSIS: This rezoning request to City C-1A (Commercial Neighborhood District) is consistent with the existing land use pattern in the area which is mixed commercial and residential development. This request changes the zoning jurisdiction from County to City to accompany the annexation and future land use map amendment request.

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

STAFF ANALYSIS: This rezoning request will not create an isolated district in that C1-A zoning provides a transitional zoning that is the same as that requested to the north and east and is compatible with the residential area to the south and west. Other commercial zoning designations nearby range from City

C-1 (General Commercial), C1-A (Commercial Neighborhood) to C-2(Intensive Commercial) and County R1-A (Single Family Residential) and Agriculture to C-1 (Commercial Neighborhood) and CPO (Commercial, Professional Offices).

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

STAFF ANALYSIS: This commercial parcel will not overtax public services. The reports from the department heads do not indicate any issues although they reserved specific comment until plans are submitted.

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

STAFF ANALYSIS: Staff has no information to indicate that existing district boundaries are illogically drawn in relation to existing conditions on the property proposed for change.

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

STAFF ANALYSIS: In order to obtain water and sewer services, the applicant is required to annex, amend the Future Land Use map and rezone. The proposed amendment is necessary to comply with these requirements.

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

STAFF ANALYSIS: This change will provide a transitional zoning for this area. Applicant will have to meet City code for screening and buffering prior to the issuance of a Certificate of Occupancy.

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

STAFF ANALYSIS: The applicant must have the Dept. of Transportation's approval to use the curb cut on Crill Avenue and meet their requirements for access. This portion of Crill Avenue is currently operating at a level of service of "C" which is an acceptable level of traffic flow.

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

STAFF ANALYSIS: All drainage issues will be reviewed by St. Johns River Water Management at plan submittal.

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

STAFF ANALYSIS: It is not anticipated that this site will reduce light and air to adjacent areas but the plans will be reviewed at the time of submittal.

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

STAFF ANALYSIS: It is not anticipated that this rezoning request will adversely affect property values.

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

STAFF ANALYSIS: Staff does not have any information to indicate that the proposed zoning change will be a deterrent to the improvement or development of adjacent property in accord with existing regulations. Adjacent property owners were notified of this rezoning request and have the opportunity to appear before the Planning Board.

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

STAFF ANALYSIS: This rezoning request does not constitute a grant of special privilege.

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

STAFF ANALYSIS: The existing zoning is County zoning. With the proposed requests for annexation and a City future land use designation, it is appropriate to change the zoning to a consistent City zoning designation.

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

STAFF ANALYSIS: This change is not out of scale with the needs of the neighborhood or City and will fill an important need for both the City and the County if the site is developed as proposed.

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

STAFF ANALYSIS: This site is geographically located in an area of the City that will provide a benefit to both the City and the County for its future development.

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

STAFF ANALYSIS: This parcel is not located in a Historic District.

STAFF RECOMMENDATION: Staff recommends approval of the requested zoning change from County Agriculture (AG) and Single Family Residential (R1-A) to City Commercial Neighborhood District (C1-A). The request complies with the rezoning criteria provided in the Palatka Municipal Code.

Application for Annexation

Application Number: PB - 09-24
Date Received: 09-03-09
Hearing date: _____

This application must be **typed or printed in black ink** and submitted with any required attachments and application fee of $1,000 for Small Scale or $1,500 for Large Scale (Checks payable to the City of Palatka) to:

City of Palatka Planning & Zoning
201 N 2nd Street
Palatka, FL 32177

FOR INFORMATION REGARDING THIS FORM, CALL (386) 329-0103

TO BE COMPLETED BY APPLICANT		
1. Property Address: 6679 Crill Ave, Palatka FL 32177	**2. Parcel Number:** 10-10-26-2100-0010-0050 10-10-26-2100-0010-0010 10-10-26-0000-0390-0010	**3. Current Property Use:** Vacant - Agriculture
4. Current Land Use Designation: UR	**5.Requested Land Use Designation:**	**6. Required Attachments:** ☑ Legal Description ☐ ~~Letter of Authorization*~~ ☑ Copy of Recorded Deed ☑ Fees ☑ Project Narrative** ☐ Supplementary Information*** ☐ Site Map for display ad**** ☐ Site Plan***** ☐ Survey
7. Current Zoning Designation: AG	**8. Requested Zoning Designation:** C1-A	
9. Acreage to be considered for request: 5.92 Acres	**10. Number, types & square footage of structures on property:** None Currently	

Reason for annexation request: would like to annex into the city in order to gain access to city water and sewer.

Rural Health Care c/o Jim Ried CFO	
Owner Name	**Agent Name**
1302 River Street, Palatka FL 32177	
Owner Address	**Agent Address**
(386) 328-8863 x 122	
Phone Number	**Phone Number**

* Letter of Authorization for Agent is required if any person other than the property owner makes the application and acts on behalf of the owner.

** Project Narrative: Explain present and future use of the property in detail.

*** Supplementary information that may be required with application relative to the following factors where applicable: Soils, Natural Vegetation/Wildlife; Wetlands (type, location and amount of acreage to the nearest one-hundredth acre), and Topography/Flood Prone Areas.

**** Site map for ad to be to be in black & white, no larger than 2 ½" x 3" with nearest intersecting streets shown and named.

***** Site Plan: Detailed project drawing

RECEIVED
SEP 02 2009
BY: _____

Application Number: PB -_____

Hearing date: _____

10. This application submitted by:

Signature of owner(s): Jim Reid _____ _____

Print owner(s) names(s): Jim Reid _____ _____

Signature of Agent(s): _____ _____

Print Agent(s) names: _____ _____

STATE OF Florida

County of Putnam

Before me this day personally appeared Jim Reid who executed the foregoing application and acknowledged to and before me that _____ executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 2nd day of September A.D. 2009.

JULIANNE N. HOLMES
MY COMMISSION # DD 702348
EXPIRES: August 6, 2011
Bonded Thru Notary Public Underwriters

Julianne Holmes
Notary Public

My commission expires: 8/6/11 State of Florida at Large

FOR OFFICIAL USE ONLY				
1. Date Submitted	2. Received By:	3. Confirm Zoning:	4. Confirm FLUM	5. Preliminary review by:
7. Sign(s) Posted Date: By:	8. Surrounding property owners notices sent: Date: By:	9. Legal Ad Ran: Date: Date:	10. Attachments Reviewed: ❑ Letter of Authorization* ❑ Legal Description ❑ Copy of Recorded Deed ❑ Fees ❑ Project Narrative** ❑ Supplementary Information*** ❑ Site Map for display ad**** ❑ Site Plan***** ❑ Survey	
City Commission Hearing Date:				

Application for Small-Scale Land Use Amendment to the Future Land Use Map

Application Number: PB - 09-24
Date Received: 8/28/09
Hearing date: 10/6/09

This application must be **typed or printed in black ink** and submitted with any required attachments and application fee of $450 (Checks payable to the City of Palatka) to:

City of Palatka Planning & Zoning
201 N 2nd Street
Palatka, FL 32177

FOR INFORMATION REGARDING THIS FORM, CALL (386)329-0103

TO BE COMPLETED BY APPLICANT

1. Property Address:	2. Parcel Number:	3. Current Property Use:
40079 Crill Ave	10-10-26-2100-0010-0050 10-10-26-2100-0010-0010 10-10-26-0000-0390-0010	AG .45 1.49 3.98 5.92
4. Current Land Use Designation:	**5. Requested Land Use Designation:**	**6. Required Attachments:**
LR	Commercial	☐ Letter of Authorization* ☑ Legal Description ☑ Copy of Recorded Deed ☑ Fees ☐ Project Narrative** ☐ Supplementary Information*** ☐ Site Map for display ad**** ☐ Site Plan*****
7. Current Zoning Designation:	**8. Requested Zoning Designation:**	
AG	C1A	
9. Lot size/acreage:	**10. Number, types & square footage of structures on property:**	
5.92		
11. Proposed Number, types & square footage of structures on property: Attach plan	None	

8. **Owner Name:** Rural Health Care Inc.
Owner Address: 1302 River St.
Palatka FL 32177
Phone Number: _____

9. **Agent Name:** _____
Agent Address: _____
_____
Phone Number: _____

* Letter of Authorization for Agent is required if any person other than the property owner makes the application and acts on behalf of the owner.
**Project Narrative: Explain present and future use of the property in detail.
***Supplementary information that may be required with application relative to the following factors where applicable: Soils, Natural Vegetation/Wildlife; Wetlands (type, location and amount of acreage to the nearest one-hundredth acre), and Topography/Flood Prone Areas.
****Site map for ad to be to be in black & white, no larger than 2 ½" x 3" with nearest intersecting streets shown and named.
*****Site Plan: Detailed project drawing

RECEIVED
AUG 28 2009
BY: _____

Application Number: PB - 09-24

Hearing date: _____

10. This application submitted by:

Signature of owner(s): _____

Print owner(s) names(s): Jim Reid, CFO

Signature of Agent(s): _____

Print Agent(s) names: _____

STATE OF Florida

County of Putnam

Before me this day personally appeared Jim Reid who executed the foregoing application and acknowledged to and before me that _____ executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 28 day of August A.D. 2009.

JULIANNE N. HOLMES
MY COMMISSION # DD 702348
EXPIRES: August 6, 2011
Bonded Thru Notary Public Underwriters

Julianne Holmes
Notary Public

My commission expires: 8/6/11 State of Florida at Large

FOR OFFICIAL USE ONLY				
1. Date Submitted	2. Received By:	3. Current Zoning:	4. Requested Zoning:	5. Preliminary review by:
7. Sign(s) Posted Date: By:	8. Surrounding property owners notices sent: Date: By:	9. Legal Ad Ran: Date:	10. Attachments Reviewed: ❑ Letter of Authorization* ❑ Legal Description ❑ Copy of Recorded Deed ❑ Fees ❑ Project Narrative** ❑ Supplementary Information*** ❑ Site Map for display ad**** ❑ Site Plan*****	
City Commission Hearing Date:				

Return to: (enclose self-addressed stamped envelope)

Name: Rural Health Care, Incorporated

Address: 1302 River Street
Palatka, Fl 32177

8.50

This Instrument Prepared by: Warren Wilhite
Palatka Abstract & Title Guaranty Co., Inc.
113 North 4th Street
Palatka, Fl 32177

Property Appraisers Parcel Identification (Folio) Number(s):
10-10-26-0000-0390-0000
Grantee(s) S.S. #(s): 10-10-26-2100-0010-0010
10-10-26-2100-0010-0050

SPACE ABOVE THIS LINE FOR PROCESSING DATA

WARRANTY DEED
LONG FORM

RAMCO FORM 1

©Seminole Paper & Printing Co., Inc. 1987

DS ST DEED .70 : 3850.00 BK 1101 PG 663

SPACE ABOVE THIS LINE FOR RECORDING DATA

This Warranty Deed *Made the* 12th *day of* June *A.D.* 2006 *by*
Beck/Sloan Properties, Inc., a Florida corporation

hereinafter called the grantor, to Rural Health Care, Incorporated, a Florida non-profit corporation

whose post office address is 1302 River Street
Palatka, Fl 32177

hereinafter called the grantee:

(Wherever used herein the terms "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

Witnesseth: *That the grantor, for and in consideration of the sum of* $ 10.00 & OVC *and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee all that certain land situate in* Putnam *County, State of* Florida *, viz:*

Parcel #1:

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11 and 12 of Block 1, according to plat entitled "Dr. Schlect's Subdivision, Unit No. 1, part of the West 22 acres of the NE 1/4 of the SW 1/4 of Section 10, Township 10 South, Range 26 East, Putnam County, Florida", said plat being recorded in Map Book 3, page 167 of the public records of Putnam County, Florida.

TOGETHER WITH that portion of Coolidge Avenue and Garfield Avenue as closed or abandoned by Resolution recorded in Official Records Book 696, page 198 of the public records of Putnam County, Florida which would revert to the above described lands by operation of law.

EXCEPTING THEREFROM that part thereof conveyed for road right of way purposes as described in Deed Book 102, page 565 and Official Records Book 885, page 1863 (Parcel Number183) of said public records.

FILE #: 0000587245
Page 1 of 2

Parcel #2:

A tract of land situated in the NE 1/4 of the SW 1/4 of Section 10, Township 10 South, Range 26 East being a part of lands described in Parcel #2 of Official Records Book 668, page 1264 of the public records of Putnam County, Florida and being more particularly described as follows:

Commencing at a concrete monument at the Southwesterly corner of Lot 7, Block 1 according to Dr. Schlect's Subdivision, Unit No. 1, recorded in Map Book 3, page 167 of said public records and run thence Southerly, along a Southerly projection of the Easterly right-of-way of Roosevelt Avenue, a distance of 61.265 feet to a concrete monument at a bend in the Southerly right-of-way of Garfield Avenue and the POINT OF BEGINNING of this description. From POINT OF BEGINNING (1) continue Southerly, along said Southerly projection of the Easterly right-of-way of Roosevelt Avenue, a distance of 502.0 feet. (2) Thence run Easterly, parallel with the South line of the NE 1/4 of the SW 1/4 of Section 10, a distance of 325.87 feet, more or less, to intersect with the Easterly line of lands described in Parcel #2 of Official Records Book 668, page 1264. Return to the POINT OF BEGINNING and (3) run thence Northeasterly, along the Southerly right-of-way of Garfield Avenue (closed in Official Records Book 696, page 198 of said public records), a distance of 333.33 feet to a concrete monument on the Easterly line of lands described in Parcel #2 of Official Records Book 668, page 1264. (4) Thence Southerly, along said Easterly line, being parallel with the West line of the NE 1/4 of the SW 1/4 of Section 10, a distance of 567.07 feet, more or less, to the Easterly end of call (2) and to close.

Containing 6.0 acres, more or less (Parcels #1 and #2).

0000587245

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93

Together, *with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.*

To Have and to Hold, *the same in fee simple forever.*

And *the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land, and hereby warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31,* 2005 .

CLERK OF COURTS PUTNAM COUNTY, FLORIDA

TIM SMITH, PUTNAM CO. CLERK OF COURT
RCD: 06/13/2006 @ 08:40

(CORPORATE SEAL)

In Witness Whereof, *the said corporation has caused these presents to be executed in its name, and its corporate seal to be hereunto affixed, by its proper officers thereunto duly authorized, the day and year first above written.*

ATTEST: _____
Secretary

Beck/Sloan Properties, Inc.

Signed, sealed and delivered in the presence of:

Warren Wilhite
Witness Signature

By: _____ PRESIDENT
President (Signature)

Warren Wilhite
Printed Name

Preston B. Sloan
Printed Name

Sue Wilhite
Witness Signature

Sue Wilhite
Printed Name

STATE OF Florida
COUNTY OF Putnam

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State aforesaid and in the County aforesaid to take acknowledgments, personally appeared Preston B. Sloan,

well known to me to be the President and , respectively of

Beck/Sloan Properties, Inc., a Florida corporation , a corporation, and that they severally acknowledged executing the same in the presence of two subscribing witnesses freely and voluntarily under authority duly vested in them by said corporation and that the seal affixed thereto is the true corporate seal of said corporation.

WITNESS my hand and official seal in the County and State last aforesaid this 12th day of June A.D. 2006

Warren Wilhite
Notary Signature

SEAL

Warren Wilhite
Printed Notary Signature

My Commission Expires:

Notary Public State of Florida
Warren Wilhite
My Commission DD388847
Expires 01/23/2009

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18
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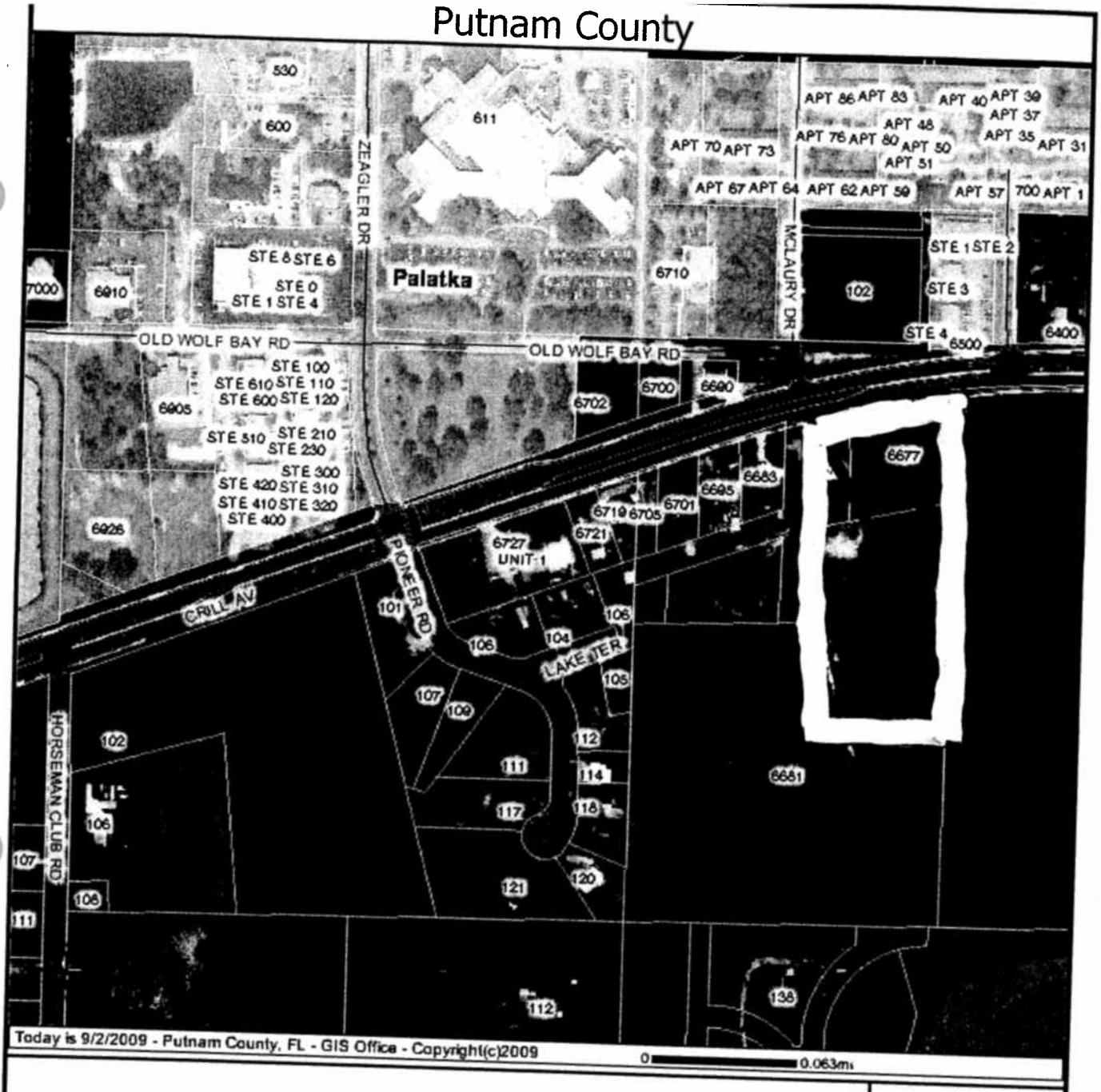
FILE #: 0000587245

FAMILY MEDICAL AND DENTAL CENTERS
6679 Crill Avenue Palatka, Florida

FMDC is proposing to build a 34,790 square foot facility providing primary care medical and dental services, pharmacy and administrative services. The new facility will have thirty exam rooms, twelve dental operatories, a behavioral health unit (designed for privacy and confidentiality), a larger laboratory, an expanded pharmacy, a spacious waiting area, provider and staff offices, a front desk area with space for confidential financial counseling, lavatories for patients and staff, and administrative offices.

Putnam County



PUTNAM COUNTY GIS

Copyright 2008
Putnam County GIS
P.O. Box 307
Palatka, FL 32178

Legend
- Township Range
- Street Centerline
- Hydrography
- Parcels
- Municipal Boundary
- Crescent City
- Interlachen
- Palatka
- Pomona Park
- Welaka
- Putnam County

Disclaimer: All provided Putnam County GIS data are to be considered a generalized spatial representation that is subject to revisions. This information is provided as a visual representation only and is not to be used as a legal or official representation of legal boundaries. The Putnam County Board of County Commissioners as well as the constitutional offices including the Clerk of the Court, Property Appraiser, Sheriff, Supervisor of Elections, and Tax Collector assume no responsibility associated with its misuse.

2009 Interim Property Information for Parcel: 10-10-26-2100-0010-0010

2008 Certified Tax Collector Information

Rural Health Care Inc
1302 River St
Palatka Fl 32177-2177 (**Putnam County GIS Interactive Mapping**)

Parcel 911 Addresses

6677 Crill Av, Palatka (**MapQuest map**)

Detail Information for Parcel: 10-10-26-2100-0010-0010

Property Use:	Vacant Commercial	Structures:	0
Mobile Homes: [?]	0	MH Unextended:	0
Census Tract:	950600	Census Block:	2015
Total Acreage:	1.49	Location:	Putnam County

Property Legal Description

DR SCHLECTS S/D MB3 P167 BLK 1 LOTS 1 2 3 4 9 10 11 12 & ADJ CLOSED COOLIDGE AV & GARFIELD AV OR696 P198(EX OR885 P1863)

Parcel Sales Data

Book	Page	Instrument	Month	Year	QSCD	Price
1101	0663	Warranty Deed	June	2006	02 I	$550000
0696	0198	Resolution	March	1996		$0
0668	1264	Warranty Deed	March	1995	02 I	$150000
0665	1592	Quit Claim Deed	January	1995	02 I	$20500

Land Data

Units	Descriptions
64904.40	Commercial Square Feet

Zoning Data

Department	Code	Descriptions
Putnam County	AG	Agriculture

Future Land Use Map (FLUM)

Code	Descriptions
UR	Urban Reserve

2009 Interim Property Information for Parcel: 10-10-26-2100-0010-0050

2008 Certified Tax Collector Information

Rural Health Care Inc

1302 River St
Palatka Fl 32177-2177 (**Putnam County GIS Interactive Mapping**)

Parcel 911 Addresses

6679 Crill Av, Palatka (**MapQuest map**)

Detail Information for Parcel: 10-10-26-2100-0010-0050

Property Use:	Vacant Commercial	Structures:	0
Mobile Homes: [?]	0	MH Unextended:	0
Census Tract:	950600	Census Block:	2015
Total Acreage:	0.45	Location:	Putnam County

Property Legal Description

DR SCHLECTS S/D MB3 P167 BLK 1 LOTS 5 6 7 8 BK231 P289 & ADJ CLOSED GARFIELD AV OR696 P198(EX OR885 P1863RD)

Parcel Sales Data

Book	Page	Instrument	Month	Year	QSCD	Price
1101	0663	Warranty Deed	June	2006	02 I	$550000
0668	1282	Warranty Deed	March	1995	00 V	$20000
0593	1801	Warranty Deed	December	1991	01	$3500
0411	0854	Order	October	1981		$0

Land Data

Units	Descriptions
19602.00	Commercial Square Feet

Zoning Data

Department	Code	Descriptions
Putnam County	AG	Agriculture

Future Land Use Map (FLUM)

Code	Descriptions
UR	Urban Reserve

2009 Interim Property Information for Parcel: 10-10-26-0000-0390-0010

2008 Certified Tax Collector Information

Rural Health Care Inc

1302 River St
Palatka Fl 32177-2177 (**Putnam County GIS Interactive Mapping**)

Detail Information for Parcel: 10-10-26-0000-0390-0010

Property Use:	Vacant Commercial	Structures:	0
Mobile Homes: [?]	0	MH Unextended:	0
Census Tract:	950600	Census Block:	2015
Total Acreage:	3.98	Location:	Putnam County

Property Legal Description

PT OF NE1/4 OF SW1/4 OR1101 P663

Parcel Sales Data

Book	Page	Instrument	Month	Year	QSCD	Price
1101	0663	Warranty Deed	June	2006	02 I	$550000

Land Data

Units	Descriptions
3.98	Non Spec Acres

Notice:

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

Click **here** to do another search or use your browser's back button to return to previous search results.

STATE OF FLORIDA

County of Putnam

The undersigned personally appeared before me, a Notary Public for the State of Florida, and deposes that the Palatka Daily News is a daily newspaper of general circulation, printed in the English language and published in the City of Palatka in said County and State; and that the attached order, notice, publication and/or advertisement:

Notice is hereby given that t

Was published in said newspaper 1 time(s) with said publication being made on the following dates:

09/18/2009

The Palatka Daily News has been continuously published as a daily newspaper, and has been entered as second class matter at the post office at the City of Palatka, Putnam County, Florida, each for a period of more than one year next preceding the date of the first publication of the above described order, notice and/or advertisement.

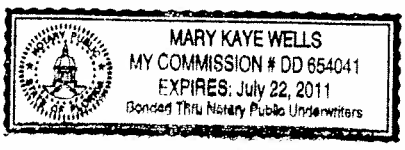
Jeannette Eveland

Sworn to and subscribed to before me this 18th day of September, 2009 by Jeannette Eveland, Administrative Assistant, of the Palatka Daily News, a Florida corporation, on behalf of the corporation.

Mary Kaye Wells

Mary Kaye Wells, Notary Public
My commission expires July 22, 2011

Notary Seal
Seal of Office:



____/____ Personally known to me, or
_____ Produced identification:
____/____ Did take an oath

PUBLIC NOTICE

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

Request to Annex into the Palatka city limits, Amend the Future Land Use Map from County Urban Reserve to City Commercial and Rezone from County Ag (Agricultural) to City C-1A (Neighborhood Commercial). Case: PB 09-24

Owner: Rural Health Care Inc.

Location: 6679 & 6677 Crill Avenue and one unaddressed parcel

Parcel #:

10-10-26-2100-0010-0050
10-10-26-2100-0010-0010
10-10-26-2100-0390-0010

All interested parties are invited to attend this public hearing.

Debbie Banks
Director of Building & Zoning

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

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

Legal No. 0254068
09/18/2009

City of Palatka
Building & Zoning
201 N. 2nd Street
Palatka, Florida 32177
386-329-0103 • Fax 386-329-0172

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

PUBLIC NOTICE

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

Request to Annex into the Palatka city limits, Amend the Future Land Use Map from County Urban Reserve to City Commercial and Rezone from County Ag (Agricultural) to City C-1A (Neighborhood Commercial). Case: PB 09-24

Owner: Rural Health Care Inc.

Location: 6679 & 6677 Crill Avenue and one unaddressed parcel

Parcel #: 10-10-26-2100-0010-0050
10-10-26-2100-0010-0010
10-10-26-2100-0390-0010

All interested parties are invited to attend this public hearing.

Debbie Banks
Director of Building & Zoning

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

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

10-10-26-2100-0020-0010
WILLIAMS BRENDA
6683 CRILL AVE
PALATKA FL 32177
PB 09-24

10-10-26-0000-0400-0000
BECK/SLOAN PROPERTIES INC
256 N HIGHWAY 17
PALATKA FL 32177
PB 09-24

10-10-26-0000-0410-0000
BECKHAM LELAND R + L WAYNE GARRETT
PO BOX 752
E PALATKA FL 32131
PB 09-24

10-10-26-0000-0390-0010
RURAL HEALTH CARE INC
1302 RIVER ST
PALATKA FL 32177
PB 09-24

10-10-26-0000-0160-0000
GGJD HOLDINGS LLC
107 PARK RD
INTERLACHEN FL 32148
PB 09-24

10-10-26-2100-0020-0010
WILLIAMS BRENDA
6683 CRILL AVE
PALATKA FL 32177
PB 09-25

10-10-26-2100-0010-0050
RURAL HEALTH CARE INC
1302 RIVER ST
PALATKA FL 32177
PB 09-25

10-10-26-0000-0400-0000
BECK/SLOAN PROPERTIES INC
256 N HIGHWAY 17
PALATKA FL 32177
PB 09-25

10-10-26-0000-0390-0010
RURAL HEALTH CARE INC
1302 RIVER ST
PALATKA FL 32177
PB 09-25

10-10-26-7652-0000-0010
FEAGIN JAMES EARL + KATSUKO
106 LAKE TERR
PALATKA FL 32177
PB 09-25

10-10-26-7652-0000-0020
BRIDGES WILLIAM S
104 LAKE TERRACE
PALATKA FL 32177
PB 09-25

10-10-26-0000-0347-0000
ANDREWS JAMES D + JOSEPH D SCRUGGS
2407 REID ST
PALATKA FL 32177
PB 09-25

10-10-26-7652-0000-0200
KOVNESKY VIRGIL C + JUDY A H/W
112 PIONEER RD
PALATKA FL 32177
PB 09-25

10-10-26-7652-0000-0220
RICHTER DAVID S + TINA MARIE H/W
105 LAKE TERR
PALATKA FL 32177
PB 09-25

10-10-26-7652-0000-0190
HIRKO ANDREW R
PO BOX 1211
PALATKA FL 32177
PB 09-25

10-10-26-7652-0000-0170
MOODY JAMES F + VICKIE F H/W
118 PIONEER RD
PALATKA FL 32177
PB 09-25

10-10-26-7652-0000-0160
HENRY BETTY J
120 PIONEER RD
PALATKA FL 32177
PB 09-25

10-10-26-7652-0000-0130
FOWLER COY LIFE ESTATE
121 PIONEER RD
PALATKA FL 32177
PB 09-25

10-10-26-0000-0130-0060
KELLY DEAN + KRISTINE
112 HORSEMAN CLUB ROAD
PALATKA, FL 32177
PB 09-25

10-10-26-1920-0060-0000
KERSLAKE RUTH H HEIRS OF
144 DAVIS LAKE RD
PALATKA FL 32177
PB 09-25

10-10-26-1920-0200-0010
PARKER RONALD R
138 LAKE SHORE DR
PALATKA FL 32177
PB 09-25

10-10-26-1920-0000-0000
KERSLAKE RUTH HOSKINS HEIRS OF
144 DAVIS LAKE RD
PALATKA FL 32177
PB 09-25

10-10-26-0000-0410-0000
BECKHAM LELAND R + L WAYNE GARRETT
PO BOX 752
E PALATKA FL 32131
PB 09-25

Departmental Review Request

Address: 6679 Crill Avenue **Case #: 09-24**
Parcel # 10-10-26-2100-0010-0050 & 0010/10-10-26-0000-0390-0010

Please review the enclosed request and make any comments in writing to Building & Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.

☒ Rezoning	☐ Site Plan Review
☒ Annexation	☒ Small Scale Amendment (9.99 acres or less)
☐ Large Scale Amendment(10+ acres)	☐ Concurrency Review
☐ Conditional Use Request	☐ Variance
☐ Street Closing/Street Name Change	☐ Other
Meeting Date: 10-06-09	**Response Deadline: 9-11-09**
Date submitted by applicant: 8-28-09	**Date forwarded to Departments for review: 8-31-09**

Submitted to:

- ☒ Water/Sewer/Streets/Sanitation Rhett
- ☐ Police
- ☐ Fire
- ☐ Chief Building Official
- ☐ Sewer Plant
- ☐ Water Plant
- ☐ Parks
- ☐ Weed & Seed
- ☐ Cemetery
- ☐ Golf
- ☐ Airport

Current Property Use: Vacant	**Proposed Property Use: Proposed 34,790 square ft. primary care facility**
Current Land Use Designation: County Urban Service	**Requested Land Use Designation: Commercial**
Current Zoning Classification: County AG	**Requested Zoning Classification: C1-A - Neighborhood Commercial District**
Acreage: 5.92 total	**# of Units**
Rural Health Care, Inc. **Owner/Applicant Name** 1302 River St. **Owner/Applicant Address** Palatka, Fl 32177 **City/State/Zip** None given **Phone Number**	**Agent Name** **Agent Address** **City/State/Zip** **Phone Number**

Planning Dept. Comments: The applicant is requesting annexation for city services for a proposed primary medical and dental facility.

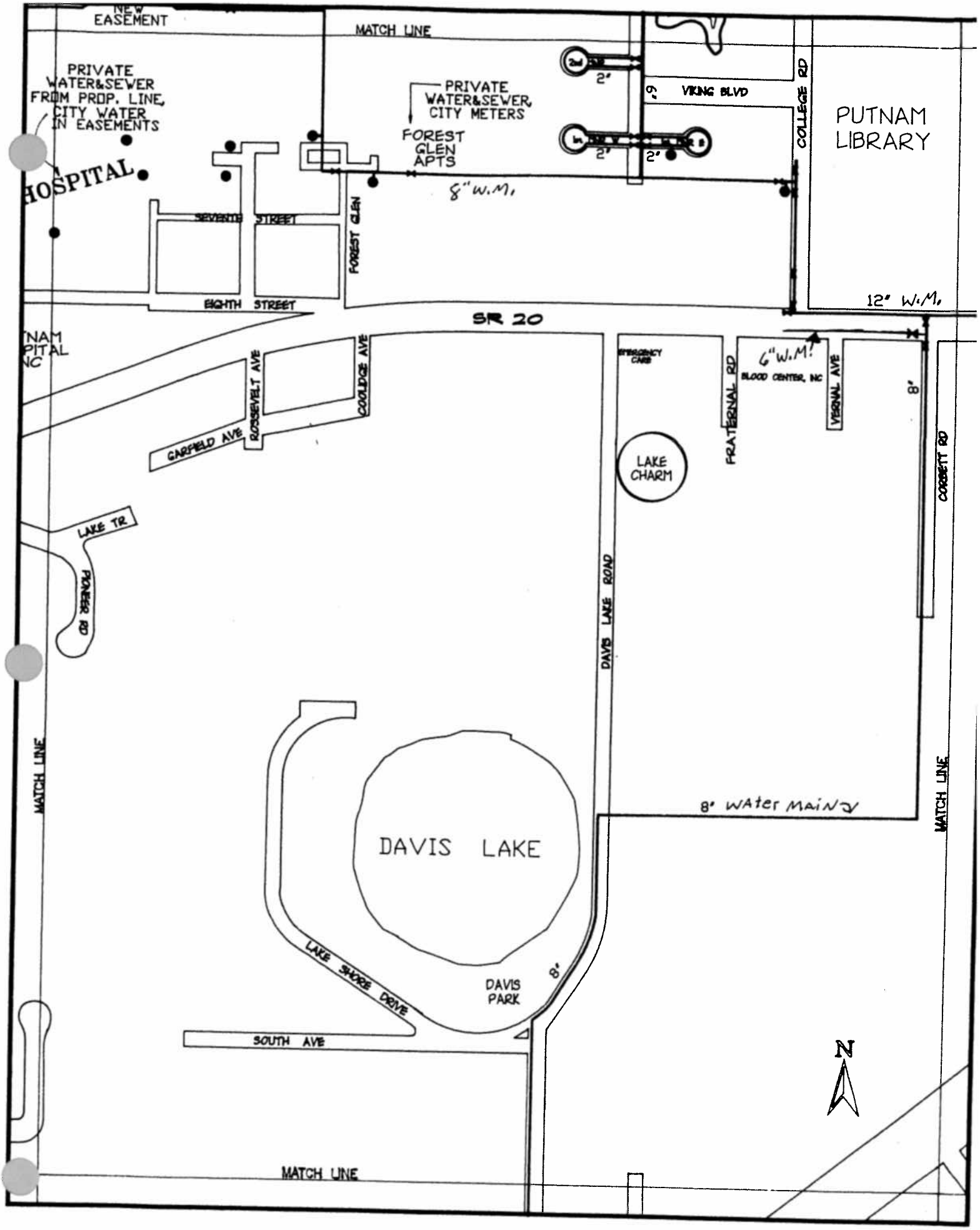
Thank you!
Debbie

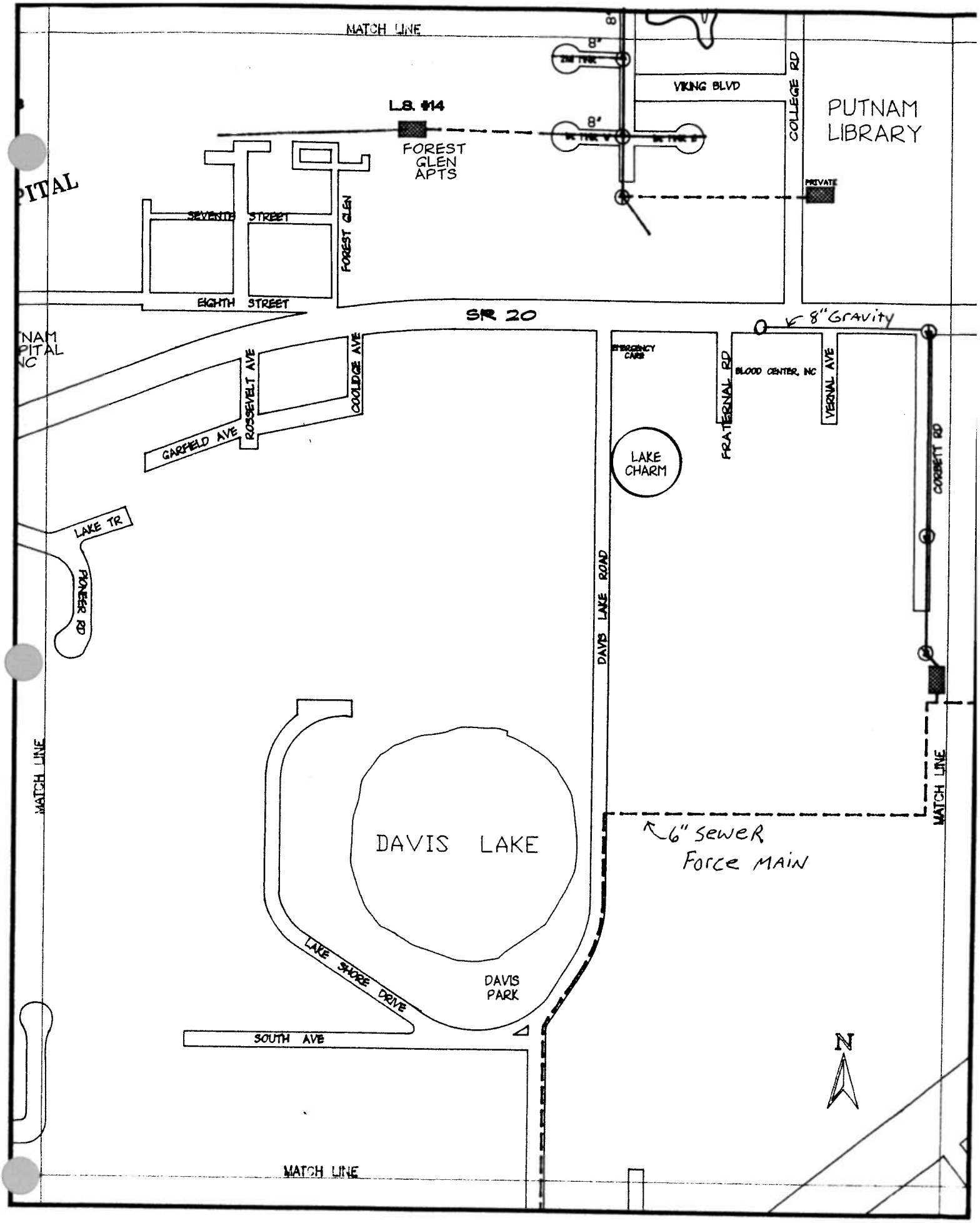
- ☐ No Comments
- ☒ Comments Attached

Reviewed by: Rhett H. McGarvey

Water & Sewer Maps Attached **Title:** Superintendent

Maps denote closest available lines.


NEW EASEMENT
MATCH LINE
PRIVATE WATER&SEWER FROM PROP. LINE, CITY WATER IN EASEMENTS
PRIVATE WATER&SEWER, CITY METERS
FOREST GLEN APTS
8" W.M.
2"
2"
2"
VIKING BLVD
COLLEGE RD
PUTNAM LIBRARY
HOSPITAL
SEVENTH STREET
FOREST GLEN
EIGHTH STREET
12" W.M.
SR 20
6" W.M.
BLOOD CENTER, INC
EMERGENCY CARE
FRATERNAL RD
VERNAL AVE
8"
CORBETT RD
LAKE CHARM
GARFIELD AVE
ROSSEVELT AVE
COOLIDGE AVE
LAKE TR
PIONEER RD
DAVIS LAKE ROAD
MATCH LINE
8" water main
DAVIS LAKE
LAKE SHORE DRIVE
DAVIS PARK
8"
SOUTH AVE
N
MATCH LINE


MATCH LINE
8"
8"
VIKING BLVD
COLLEGE RD
PUTNAM LIBRARY
L.S. #14
FOREST GLEN APTS
PRIVATE
SEVENTH STREET
FOREST GLEN
EIGHTH STREET
SR 20
8" Gravity
EMERGENCY CARE
BLOOD CENTER, INC
FRATERNAL RD
VERNAL AVE
CORBETT RD
LAKE CHARM
GARFIELD AVE
ROOSEVELT AVE
COOLIDGE AVE
LAKE TR
PIONEER RD
DAVIS LAKE ROAD
DAVIS LAKE
LAKE SHORE DRIVE
DAVIS PARK
SOUTH AVE
6" sewer Force MAIN
N
MATCH LINE
MATCH LINE
MATCH LINE

Departmental Review Request

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- ☐ Sewer Plant
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Planning Dept. Comments: The applicant is requesting annexation for city services for a proposed primary medical and dental facility.

Thank you!

- ☑ No Comments
- ☐ Comments Attached

Reviewed by: _____

Title: CBO

Departmental Review Request

Address: 6679 Crill Avenue **Case #:** 09-24
Parcel # 10-10-26-2100-0010-0050 & 0010/10-10-26-0000-0390-0010

Please review the enclosed request and make any comments in writing to Building & Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.

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Planning Dept. Comments: The applicant is requesting annexation for city services for a proposed primary medical and dental facility.

Thank you!
Debbie

☑ No Comments
☐ Comments Attached

Reviewed by: Melvin L. Ngatt

Title: WTP Supt.

Departmental Review Request

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Parcel # 10-10-26-2100-0010-0050 & 0010/10-10-26-0000-0390-0010

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Planning Dept. Comments: The applicant is requesting annexation for city services for a proposed primary medical and dental facility.

Thank you!
Debbie

☒ No Comments
☐ Comments Attached

Reviewed by: _____

Title: Public Works

No concerns w/ annexation/Zoning

9/9/09

Departmental Review Request

Address: 6679 Crill Avenue **Case #: 09-24**
Parcel # 10-10-26-2100-0010-0850 & 0010/10-10-26-0000-0390-0010

Please review the enclosed request and make any comments in writing to Building & Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.

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Planning Dept. Comments: The applicant is requesting annexation for city services for a proposed primary medical and dental facility.

Thank you!
Debbie

- ☐ No Comments
- ☑ Comments Attached

Reviewed by: _____

Title: Chief of Police

Would require review once owners file development papers. Police Impacts.

Departmental Review Request

Address: 6679 Crill Avenue **Case #: 09-24**
Parcel # 10-10-26-2100-0010-0050 & 0010/10-10-26-0000-0390-0010

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Planning Dept. Comments: The applicant is requesting annexation for city services for a proposed primary medical and dental facility.

Thank you!
Debbie

- ☑ No Comments
- ☐ Comments Attached

Reviewed by: M. Lynady

Title: Fire Marshal

Agenda Item

8

a, b and c

CITY OF PALATKA CITY COMMISSION
AGENDA ITEM

ITEM: Adoption of an ordinance annexing 6681 Crill Avenue into the City, adoption of a related ordinance changing the future land use designation from Putnam County Urban Reserve to City of Palatka Commercial, and the first reading of an ordinance changing the zoning from Putnam County R-1A (Single family Residential) and AG (Agricultural) to City of Palatka C-1A (Commercial Neighborhood).

DEPARTMENT: Building & Zoning

AGENDA SECTION: Regular agenda requiring Commission action

ATTACHMENTS

1. An Ordinance of the City of Palatka annexing 6681 Crill Avenue
2. An Ordinance of the City of Palatka amending the future land use designation from Putnam County Urban Reserve to City of Palatka Commercial.
3. An Ordinance of the City of Palatka changing the zoning from Putnam County R-1A (Single family Residential) and AG (Agricultural) to City of Palatka C-1A (Commercial Neighborhood).
4. October 6, 2009, Planning Board Minutes.
5. October 6, 2009, Planning Board Packet.

DATE: November 12, 2009 with second reading for zoning on December 10, 2009

SUMMARY HIGHLIGHTS:

The identified purpose of these three applications is to allow City water and sewer services. This is a 9.55 acre (more or less) parcel of land.

A public hearing was held by the Planning Board on October 6, 2009, at the applicant's request for annexation, change of future land use from County Urban Reserve to City Commercial, and rezoning from Putnam County R-1A (Single family Residential) and AG (Agricultural) to City of Palatka C-1A (Commercial Neighborhood). There was no public testimony. The Planning Board voted to recommend approval of the three requests.

RECOMMENDED ACTION:

Staff recommends approval of the attached annexation and future land use ordinances, and conducting the first public hearing on the related zoning ordinance. The second public hearing for the zoning ordinance is scheduled for December 10, 2009.

AGENDA ITEM NUMBER: AGENDA PAGE NUMBER:

This instrument prepared by:
Debbie Banks
City of Palatka
201 N. 2nd St.
Palatka, FL 32177

ORDINANCE NO. 09 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT TERRITORY IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST, PUBLIC RECORDS OF PUTNAM COUNTY, FLORIDA 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, Petition has been filed before the City Commission of the City of Palatka, Florida, which Petition is on file in the office of the City Clerk, signed by all of the freehold owners of the property sought to be annexed, to wit:

Beck/Sloan Properties, Inc.

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

The West 21 14/16 acres of the NE ¼ of the SW ¼ of Section 10, Township 10 South, Range 26 East, and more particularly described as follows:

Beginning at the NW corner of the NE ¼ of the SW ¼ of said Section 10; thence running East 10.94 chains; thence South 20 chains; thence West 10.94 chains; thence North 20 chains to place of beginning.

EXCEPT that portion thereof embraced in plat of Dr. Schlecht's Subdivision, Unit 1, and of record in Map Book 3, Page 167 in the office of the Clerk of the Circuit Court for Putnam County, Florida.

ALSO, EXCEPT therefrom that part of the above described lands lying within the lands described in Deed Book 233, Page 182 of the public records of Putnam County, Florida.

ALSO, EXCEPT therefrom that part of the above described lands lying within the lands described in Official Records Book 1101, Page 663 of the public records of Putnam County, Florida.

Property Appraiser's Parcel Number 10-10-26-0000-0390-0000

(9.55 acres more or less.)

All references are to the records of Putnam County, Florida.

Section 3. The property hereby annexed shall remain subject to the 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 12th day of November, 2009.

CITY OF PALATKA

BY: _____
Its Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney

This instrument prepared by:
Debbie Banks
201 North 2nd Street
Palatka, Florida 32177

ORDINANCE NO. 09 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP AND FUTURE LAND USE ELEMENT OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE) IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST FROM COUNTY URBAN RESERVE TO CITY COMMERCIAL, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

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

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

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

WHEREAS, the Planning Board conducted a public hearing on October 6, 2009, and recommended approval of this amendment to the City Commission, and

WHEREAS, the City Commission conducted a public hearing on this amendment on November 12, 2009,

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

Section 1. Adopted Small Scale Amendment

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

TABLE 1
ADOPTED SMALL SCALE AMENDMENTS

Property Tax Number	Acreage	Current Land Use	Amended Land Use
10-10-26-0000-0390-0000	9.55	County Urban Reserve	City Commercial

DESCRIPTION OF PROPERTY:

The West 21 14/16 acres of the NE ¼ of the SW ¼ of Section 10, Township 10 South, Range 26 East, and more particularly described as follows:

Beginning at the NW corner of the NE ¼ of the SW ¼ of said Section 10; thence running East 10.94 chains; thence South 20 chains; thence West 10.94 chains; thence North 20 chains to place

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EXCEPT that portion thereof embraced in plat of Dr. Schlecht's Subdivision, Unit 1, and of record in Map Book 3, Page 167 in the office of the Clerk of the Circuit Court for Putnam County, Florida.

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Property Appraiser's Parcel Number 10-10-26-0000-0390-0000 (9.55 acres more or less.)

All references are to the records of Putnam County, Florida.

Section 3. Effect on the Comprehensive Plan

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

Section 4. Severability

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

Section 5. Effective date

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

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 12th day of November, 2009.

CITY OF PALATKA

By: _____
Its Mayor

ATTEST:

_____
City Clerk

Approved as to form and correctness

_____
City Attorney

This instrument prepared by:
Debbie Banks
205 N. 2nd St.
Palatka, FL 32177

ORDINANCE NO. 09-____

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST; FROM COUNTY R1-A (SINGLE-FAMILY RESIDENTIAL) TO CITY C1-A (COMMERCIAL NEIGHBORHOOD); REPEALING ANY ORDINANCE IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

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

Section 1.

WHEREAS, application has been made by the owner, Beck/Sloan Properties, Inc. to the City for certain amendments to the Official Zoning Map of the City of Palatka, Florida, and

WHEREAS, all the necessary procedural steps have been accomplished, including a public hearing before the Planning Board of the City of Palatka on October 6, 2009,and two public hearings before the City Commission of the City of Palatka on November 12,2009, and December 10,2009, and

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

Section 2. The Official Zoning Map of the City of Palatka, Florida is hereby amended by rezoning the hereinafter described property from its present zoning classification of County R-1A (Single-family Residential)to City C1-A (Commercial Neighborhood).

DESCRIPTION OF PROPERTY:

The West 21 14/16 acres of the NE ¼ of the SW ¼ of Section 10, Township 10 South, Range 26 East, and more particularly described as follows:

Beginning at the NW corner of the NE ¼ of the SW ¼ of said Section 10; thence running East 10.94 chains; thence South 20 chains; thence West 10.94 chains; thence North 20 chains to place of beginning.

EXCEPT that portion thereof embraced in plat of Dr.

Schlecht's Subdivision, Unit 1, and of record in Map Book 3, Page 167 in the office of the Clerk of the Circuit Court for Putnam County, Florida.

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Property Appraiser's Parcel Number 10-10-26-0000-0390-0000 (9.55 acres more or less.)

All references are to the records of Putnam County, Florida.

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

Section 4. This Ordinance shall become effective immediately upon its final passage by the City Commission.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 10th day of December, 2009.

CITY OF PALATKA

BY: _____
Its MAYOR

ATTEST:

_____
City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney

Case PB 09-24 6677 &6679 Crill Ave – continued.

(Regular Meeting)

Motion made by Sue Roskosh and seconded by Ezekiel Johnson to recommend approval of the Annexation, Future Land Use amendment from County Urban Service to City Commercial and Rezone from County Agriculture (AG) to City Commercial Neighborhood (C1-A). All present voted affirmative, with one abstention. Motion carried.

Case PB 09-25

Address: 6681 Crill Ave
Parcel: 10-10-26-0000-0390-0000
Applicant: Beck/Sloan Properties, Inc.

Request: for Annexation, Future Land Use amendment from County Urban Reserve to City Commercial and Rezone from County Single-family Residential (R-1A) and Agriculture (AG) to City Commercial Neighborhood (C1-A).

(Public Hearing)

Ms. Banks advised that this request is located directly behind and to the side of the case that was just considered for Rural Health Care, Inc. She stated that there were no comments or concerns received from the advertisement or public notices and that the departmental reviews will continue once plans are submitted. She added that access would be from Roosevelt Avenue off of Crill Avenue.

Mr. Wallace recused himself from this case.

Juli Holmes, 256 Highway 17 N., spoke on behalf of the applicants, she stated that they are working side by side with Family Medical, that the space to the rear will be used for similar medical and dental type services and will work together to get the needed infrastructure.

(Regular Meeting)

Motion made by Sue Roskosh and seconded by Anthony Harwell to Annex, amend the Future Land Use from County Urban Reserve to City Commercial and Rezone from County Single-family Residential (R-1A) and Agriculture (AG) to City Commercial Neighborhood (C1-A). All present voted affirmative, with one abstention. Motion carried.

Case PB 09-26

Address: 3204 Crill Ave
Parcel: 11-10-26-0000-0250-0000
Applicant: Putnam Center-Palatka Llc
Agent: Lynn Jackson

Request: for Conditional Use for an indoor recreational facility in a C-2 zoning district.

PLANNING AND ZONING STAFF REPORT

October 6, 2009

LOCATION: 6681 Crill Avenue

REQUEST: PB 09-25 – Annexation, Small-Scale Future Land Use Map Amendment to change the Future Land Use designation from County Urban Reserve to City Commercial and Rezone from County R-1A (Single family Residential) and AG (Agricultural) to City of Palatka C-1A (Commercial Neighborhood).

APPLICANT: Beck/Sloan Properties, Inc.

Parcel #: 10-10-26-0000-0390-0000

A. BACKGROUND & ANALYSIS: The applicant is requesting annexation for City services for development of a medical facility. The owner of this parcel and the parcel belonging to the Rural Health Care are being annexed simultaneously, however, two separate staff reports are being done since there are two separate owners/projects. The property's main access is off Crill Avenue via Roosevelt Avenue. The City is in discussion with the County concerning Roosevelt Avenue. Departmental Review Requests were sent to all departments. The Water & Sewer Superintendent attached water and sewer maps denoting the closest available lines. The Public Works Director, Police Chief, Fire Marshal, Water Treatment Plant Superintendent and Chief Building Official responded with "No Comment" until plans are submitted.

There was no response received from the notices sent to surrounding property owners or the advertisement that ran on September 18th.

Surrounding properties have future land use designations of County Urban Reserve to the north, south, east and west of the subject property. The zoning pattern of the site and surrounding area is County R1-A to the north and west and County AG to the south and east and a portion of the north parcel line. The Rural Health Care's proposed zoning is City C1-A to the north and west of the subject parcel. The existing land use pattern in the area is mixed commercial and single family residential.

SURROUNDING LAND USE AND ZONING:

	Future Land Use Designation	Zoning	Current Land Uses
North	Urban Reserve (Putnam) Proposed City Commercial	R1A (Putnam) Proposed City C1-A	Vacant
South	Urban Reserve (Putnam)	Agricultural(Putnam)	Single Family Residences
East	Urban Reserve (Putnam) Proposed City Commercial	Agricultural(Putnam) Proposed City C1-A	Single Family Residence Vacant

	Future Land Use Designation	Zoning	Current Land Uses
West	Urban Reserve (Putnam)	R1A (Putnam)	Single Family Residences

B. COMPLIANCE WITH CHAPTER 171, FLORIDA STATUTES, ANNEXATIONS

This request is to annex a 9.55 acre parcel into the City. The subject property is located at 6681 Crill Avenue. Properties directly north, south, east, and west of the site are County; however, the owner of the parcel that shares a portion of the eastern and northern boundaries with this parcel has requested annexation simultaneously with this parcel.

The proposed annexation does not create an enclave and meets the criteria identified in Section 171.043, Florida Statutes. This includes being contiguous to the City's boundaries upon annexation of the connecting parcel, is reasonably compact, is not included within the boundary of another incorporated municipality, and is intended to be developed for urban purposes because of the availability of City sewer and water lines that are contiguous to the property.

This request is a voluntary annexation and meets the criteria identified in Section 171.044, Florida Statutes, as it relates to being contiguous to the City (as it will relate to the parcel due north and east to be annexed), and reasonably compact. Following a recommendation from the Planning Board, an appropriately prepared ordinance will be considered by the City Commission after the correct advertising and scheduling of public hearings.

STAFF RECOMMENDATION: Approval of the annexation request.

C. COMPLIANCE WITH THE CITY OF PALATKA COMPREHENSIVE PLAN

The Existing Land Use Designation: The existing Future Land Use is County Urban Service which recognizes areas where urban infrastructure, such as central water, sewer, stormwater systems, paved major roads, exists or is programmed and available for more urban type of development. Although agricultural activities are allowed as a holding land use, this land use designation allows a broad mix of residential, commercial, industrial, public facility and recreation uses. Residential development can achieve a density of up to 9 dwelling units per acre, the highest in Putnam County, with adequate density bonus points.

The Proposed Land Use Designation:

Commercial (1,210 acres)

Land designated for commercial use is intended for activities that are predominantly associated with the sale, rental, and distribution of products or the performance of service. Commercial land use includes offices, retail, lodging, restaurants, services, commercial parks, shopping centers, or other similar business activities. Public/Institutional uses and recreational uses are allowed within the commercial land use category. The intensity of commercial use, as measured by impervious surface, should not exceed 70 percent of the parcel. The maximum height should not exceed 40 feet. Land Development Regulations shall provide requirements for buffering commercial land uses (i.e., sight access, noise) from adjacent land uses of lesser density or intensity of use. See Policy A.1.3.2.

Future Land Use Element

Objective A.1.1 (9J-5.006(3)(b)1; F.S. 187-201 (161)(1)(5)
Upon Plan adoption, the City shall coordinate future land uses with the appropriate topography, adjacent land uses, soil conditions, and the availability of facilities and services.

Policy A.1.1.3 (9J-5.006(3) (c) 3)
The City shall as a condition of issuing a building permit or other development order, require proposed developments to hook up to the City central sewer systems in accordance with the revised City zoning code and subdivision regulations based upon Chapter 381, F.S. and Division 64E, FAC.

STAFF ANALYSIS: The intended use (medical facility) of this parcel requires City water and sewer service. In the Traffic Circulation Element and Public Facilities Element sections of this staff report we will evaluate each adopted level of service standard for this site.

Traffic Circulation Element

Objective B.1.1 (9J-5.007(3)(b)1)
Upon plan adoption, the City shall provide for a safe, convenient and efficient motorized and non motorized transportation system by correcting, to the maximum extent feasible, all existing roadway deficiencies identified in this plan and maintain acceptable operating conditions in the future on a priority basis.

Policy B.1.1.1 (9J-5.007(3)(01))
The State-wide minimum acceptable operating Level of Service (LOS) standards for the State Highway System and City Street System shall be the base LOS standards listed herein, except for those conditions provided in Policies 1.1.1.A. and 1.1.1.B.

STAFF ANALYSIS: This segment of State Road 20 (Crill Ave.) has an existing level of service "C" and is classified as a Principal Arterial.

Public Facilities Element

Objective D.1.1 (9J-5.011(2)(b)2)
Upon Plan adoption, the City of Palatka shall enforce adopted Concurrency Management System procedures to ensure that at the time a building permit or other development order is issued, infrastructure facility capacity is available to meet the demand of development without lowering adopted Levels of Service Standards (LOSS).

Policy D.1.1.1 (9J-5.011(2) (c) (2)
The following level of service standards shall be as the basis for determining the availability of facility capacity against the demand generated by development.

1. Central Water System

Commercial/Industrial: 110 gallons per acre per day (GAD)

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

Policy D.1.1.2 (9J-5.011 (2)(c)2)
All improvements for replacement, expansion, or increase in capacity of facilities shall be compatible with the adopted level of service standards for the facilities and that distribution of these facilities/services is consistent with the Future Land Use Map.

STAFF ANALYSIS: At the time of plan submittal, this project will be evaluated to ensure it will not exceed the level of service standards.

- Potable Water: 110 gallons per acre per day (GAD). The new water plant will be on line in the next couple of months and will have a capacity of 6 million gallons per day. Current peak usage is approximately 3,200,000 gallons per day. Capacity exists for this parcel, however, the project will be evaluated upon plan submittal.

- Central Sanitary Sewer System, Commercial/Institutional/Industrial: 110 gallons per acre per day (GAD). Capacity exists for this parcel, however, the project will be evaluated upon plan submittal.

- Solid Waste – 6.4 lbs per person per day. Capacity exists for this parcel. Please note these figures are for residential not commercial. There are no calculations either on the City or County level for solid waste for commercial.

- Drainage: Drainage will be evaluated by St. Johns River Water Management who must provide the City with a letter indicating their approval of any plan submitted.

STAFF RECOMMENDATION: Staff recommends approval to change the Future Land Use designation from County Urban Service to City Commercial.

D. COMPLIANCE WITH THE PALATKA MUNICIPAL CODE, REZONING REQUEST

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

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

STAFF ANALYSIS: The applicant requests rezoning to City C-1A (Commercial Neighborhood District) from County R1-A (Single-family residential) and County AG (Agriculture). The proposed change is in conformance with the comprehensive plan as stated in the above comp plan review and is consistent with both the City and County land use designations for commercial neighborhood districts.

This zoning category is consistent with the requested Commercial Future Land Use designation. The current land use designation is Putnam County Urban Service.

b. The existing land use pattern.

STAFF ANALYSIS: This rezoning request to City C-1A (Commercial

Neighborhood District) is consistent with the existing land use pattern in the area which is mixed commercial and residential development. This request changes the zoning jurisdiction from County to City to accompany the annexation and future land use map amendment request.

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

STAFF ANALYSIS: This rezoning request will not create an isolated district in that C1-A zoning provides a transitional zoning that is the same as that requested to the north and east and is compatible with the residential area to the south and west. Other commercial zoning designations nearby range from City C-1 (General Commercial), C1-A (Commercial Neighborhood) to C-2(Intensive Commercial) and County R1-A (Single Family Residential) and Agriculture to C-1 (Commercial Neighborhood) and CPO (Commercial, Professional Offices).

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

STAFF ANALYSIS: This commercial parcel will not overtax public services. The reports from the department heads do not indicate any issues.

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

STAFF ANALYSIS: Staff has no information to indicate that existing district boundaries are illogically drawn in relation to existing conditions on the property proposed for change.

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

STAFF ANALYSIS: In order to obtain water and sewer services, the applicant was required to annex, amend the Future Land Use map and rezone. The proposed amendment is necessary to comply with these requirements.

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

STAFF ANALYSIS: This change will provide a transitional zoning for this area. Applicant will have to meet City code for screening and buffering prior to the issuance of a Certificate of Occupancy.

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

STAFF ANALYSIS: The applicant must have the Dept. of Transportation's approval to use the curb cut for Roosevelt and meet their requirements for access. This portion of Crill Avenue is currently operating at a level of service of "C" which is an acceptable level of traffic flow.

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

STAFF ANALYSIS: All drainage issues will be reviewed by St. Johns River Water Management at plan submittal.

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

STAFF ANALYSIS: It is not anticipated that this site will reduce light and air to adjacent areas but the plans will be reviewed at the time of submittal.

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

STAFF ANALYSIS: It is not anticipated that this rezoning request will adversely affect property values.

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

STAFF ANALYSIS: Staff does not have any information to indicate that the proposed zoning change will be a deterrent to the improvement or development of adjacent property in accord with existing regulations. Adjacent property owners were notified of this rezoning request and have the opportunity to appear before the Planning Board.

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

STAFF ANALYSIS: This rezoning request does not constitute a grant of special privilege.

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

STAFF ANALYSIS: The existing zoning is County zoning. With the proposed requests for annexation and a City future land use designation, it is appropriate to change the zoning to a consistent City zoning designation.

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

STAFF ANALYSIS: This change is not out of scale with the needs of the neighborhood or City and will most likely fill an important need for both the City and the County if the site is developed as proposed.

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

STAFF ANALYSIS: This site is geographically located in an area of the City that will provide a benefit to both the City and the County for its future development.

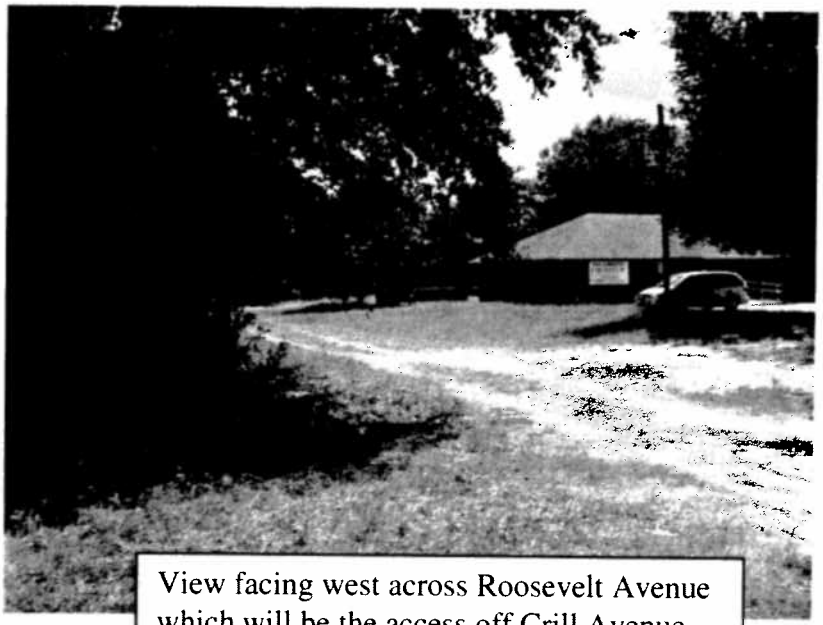
q. The recommendation of the historical review board for any change to the boundaries of an HD zoning district or any change to a district underlying an HD zoning district.

STAFF ANALYSIS: This parcel is not located in a Historic District.

STAFF RECOMMENDATION: Staff recommends approval of the requested zoning change from County Agriculture (AG) and Single Family Residential (R1-A) to City Commercial Neighborhood District (C1-A). The request complies with the rezoning criteria provided in the Palatka Municipal Code.

E. Photographs

View facing property looking slightly east.



View facing west across Roosevelt Avenue which will be the access off Crill Avenue.

View facing west

View across Crill Ave. to the northeast.

Application for Annexation

Application Number: PB - 09-25
Date Received: 09-03-09
Hearing date: 10/6/09

This application must be **typed or printed in black ink** and submitted with any required attachments and application fee of $1,000 for Small Scale or $1,500 for Large Scale (Checks payable to the City of Palatka) to:

City of Palatka Planning & Zoning
201 N 2nd Street
Palatka, FL 32177

FOR INFORMATION REGARDING THIS FORM, CALL (386) 329-0103

TO BE COMPLETED BY APPLICANT

1. Property Address: 6681 Crill Ave, Palatka FL 32177	**2. Parcel Number:** 10-10-26-0000-0390-0000	**3. Current Property Use:** Vacant
4. Current Land Use Designation: UR	**5.Requested Land Use Designation:**	**6. Required Attachments:** ☑ Legal Description ☐ ~~Letter of Authorization*~~ ☑ Copy of Recorded Deed ☑ Fees ☑ Project Narrative** ☐ Supplementary Information*** ☐ Site Map for display ad**** ☐ Site Plan***** ☐ Survey
7. Current Zoning Designation: R-1A/AG	**8. Requested Zoning Designation:** C1-A	
9. Acreage to be considered for request: 9.55 Acres	**10. Number, types & square footage of structures on property:** None Currently	

Reason for annexation request: would like to annex into the city in order to gain access to city water and sewer.

Preston B. Sloan	
Owner Name	**Agent Name**
256 Hwy 17 N, Palatka FL 32177	
Owner Address	**Agent Address**
(386) 328-8863 x 122	
Phone Number	**Phone Number**

* Letter of Authorization for Agent is required if any person other than the property owner makes the application and acts on behalf of the owner.

** Project Narrative: Explain present and future use of the property in detail.

*** Supplementary information that may be required with application relative to the following factors where applicable: Soils, Natural Vegetation/Wildlife; Wetlands (type, location and amount of acreage to the nearest one-hundredth acre), and Topography/Flood Prone Areas.

**** Site map for ad to be to be in black & white, no larger than 2 ½" x 3" with nearest intersecting streets shown and named.

***** Site Plan: Detailed project drawing

RECEIVED
SEP 02 2009
BY: _____

Application Number: PB -_____

Hearing date: _____

10. This application submitted by:

Signature of owner(s): _____

Print owner(s) names(s): Preston B. Sloan

Signature of Agent(s): _____

Print Agent(s) names: _____

STATE OF Florida

County of Putnam

Before me this day personally appeared Preston B. Sloan who executed the foregoing application and acknowledged to and before me that _____ executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 2nd day of September A.D. 2009.

JULIANNE N. HOLMES
MY COMMISSION # DD 702348
EXPIRES: August 6, 2011
Bonded Thru Notary Public Underwriters

Julianne Holmes
Notary Public

My commission expires: 8/6/11 State of Florida at Large

FOR OFFICIAL USE ONLY				
1. Date Submitted	2. Received By:	3. Confirm Zoning:	4. Confirm FLUM	5. Preliminary review by:

7. Sign(s) Posted Date: By:	8. Surrounding property owners notices sent: Date: By:	9. Legal Ad Ran: Date: Date:	10. Attachments Reviewed: ❑ Letter of Authorization* ❑ Legal Description ❑ Copy of Recorded Deed ❑ Fees ❑ Project Narrative** ❑ Supplementary Information*** ❑ Site Map for display ad**** ❑ Site Plan***** ❑ Survey

City Commission Hearing Date:

Application for Small-Scale Land Use Amendment to the Future Land Use Map

Application Number: PB - 09-25
Date Received: 8/28/09
Hearing date: 10/6/09

This application must be **typed or printed in black ink** and submitted with any required attachments and application fee of $450 (Checks payable to the City of Palatka) to:

City of Palatka Planning & Zoning
201 N 2nd Street
Palatka, FL 32177

FOR INFORMATION REGARDING THIS FORM, CALL (386)329-0103

TO BE COMPLETED BY APPLICANT

1. Property Address:	2. Parcel Number:	3. Current Property Use:
1181 Grill Ave, Palatka, FL 32177	16-10-26-0000-0390-0000	VACANT
4. Current Land Use Designation:	**5.Requested Land Use Designation:**	**6. Required Attachments:**
LIR	Commercial	☐ ~~Letter of Authorization~~ no agent ☑ Legal Description ☑ Copy of Recorded Deed ☑ Fees ☐ Project Narrative** ☐ Supplementary Information*** ☐ Site Map for display ad**** ☐ Site Plan*****
7. Current Zoning Designation:	**8. Requested Zoning Designation:**	
B-1A / AG	C1-A	
9. Lot size/acreage:	**10. Number, types & square footage of structures on property:**	
9.55	None currently	
11. Proposed Number, types & square footage of structures on property: Attach plan		

8. **Owner Name:** Beck & Sloan Properties Inc
Owner Address: 256 Hwy 17 N
Palatka FL 32177
Phone Number: (386) 328-8803 ext 122

9. **Agent Name:** _____
Agent Address: _____
_____
Phone Number: _____

* Letter of Authorization for Agent is required if any person other than the property owner makes the application and acts on behalf of the owner.
**Project Narrative: Explain present and future use of the property in detail.
***Supplementary information that may be required with application relative to the following factors where applicable: Soils, Natural Vegetation/Wildlife; Wetlands (type, location and amount of acreage to the nearest one-hundredth acre), and Topography/Flood Prone Areas.
****Site map for ad to be to be in black & white, no larger than 2 ½" x 3" with nearest intersecting streets shown and named.
*****Site Plan: Detailed project drawing

RECEIVED
AUG 28 2009
BY: _____

Application Number: PB - 09-25

Hearing date: 10/6/09

10. This application submitted by:

Signature of owner(s): _____

Print owner(s) names(s): Preston B Sloan President

Signature of Agent(s): _____

Print Agent(s) names: _____

STATE OF Florida

County of Putnam

Before me this day personally appeared Preston B Sloan who executed the foregoing application and acknowledged to and before me that _____ executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 28 day of August A.D. 2009.

JULIANNE N. HOLMES
MY COMMISSION # DD 702348
EXPIRES: August 6, 2011
Bonded Thru Notary Public Underwriters

_____
Notary Public

My commission expires: 8/6/11 State of Florida at Large

FOR OFFICIAL USE ONLY				
1. Date Submitted: 8/28/09	2. Received By: DM	3. Current Zoning: City - AG	4. Requested Zoning: City	5. Preliminary review by:

7. Sign(s) Posted Date: By:	8. Surrounding property owners notices sent: Date: By:	9. Legal Ad Ran: Date:	10. Attachments Reviewed: ❑ Letter of Authorization* ❑ Legal Description ❑ Copy of Recorded Deed ❑ Fees ❑ Project Narrative** ❑ Supplementary Information*** ❑ Site Map for display ad**** ❑ Site Plan*****

City Commission Hearing Date:

Beck / Sloan Properties, Inc.
256 Hwy 17 N
Palatka, FL 32177

Project Narrative

Parcel 10-10-26-0000-0390-0000

We are seeking to annex into the city in order to obtain city water and sewer.

We are proposing to use this property as the future home to medical and dental complex, all services would be on an outpatient basis. We will commence construction on a build to suit basis.

If you have any questions or concerns please contact me at (386) 328-0344 x 363

Thank You,

Juli Holmes
Beck / Sloan Properties

FL 252942 B 668 P 1264
CO:PUTNAM ST:FL

WARRANTY DEED

THIS INDENTURE, made this 3rd day of March, A.D. 1995, between **Beatrice W. Joyce f/k/a Beatrice White f/k/a Beatrice M. White a/k/a Beatrice Masalsky, a single woman,** whose social security number is [redacted], and whose address is Route 4, Box 264, Palatka, Florida 32177, of the County of Putnam and State of Florida, Grantor, and **Beck/Sloan Properties, Inc.,** whose federal identification number is [redacted], and whose address is 256 Highway 17 North, Palatka, Florida 32177, of the County of Putnam and State of Florida, Grantee,

WITNESSETH, that said Grantor, for and in consideration of the sum of Ten Dollars and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged has granted, bargained and sold to the said grantee, and grantee's heirs, successor and assigns, forever, the following described land, situate, lying and being in Putnam County, Florida, to-wit:

1050.00
Rebecca Wilkins

DOC STAMPS 1,050.00
INTANG TAX .00

Parcel #1:
Lots 1, 2, 3, 4, 9, 10, 11 and 12 of Block 1, according to plat entitled "Dr. Schlecht's Subdivision, Unit No. 1, part of the West 22 acres of the NE¼ of the SW¼ of Section 10, Township 10 South, Range 26 East, Putnam County, Florida", said plat being recorded in Map Book 3, Page 167 of the public records of Putnam County, Florida. EXCEPTING THEREFROM that part thereof conveyed for road right of way purposes as described in Deed Book 102, Page 565 of the public records of Putnam County, Florida.

Parcel #2:
The West 21 14/16 acres of the NE¼ of the SW¼ of Section 10, Township 10 South, Range 26 East, and more particularly described as follows:
Beginning at the NW corner of the NE¼ of the SW¼ of said Section 10; thence running East 10.94 chains; thence South 20 chains; thence West 10.94 chains; thence North 20 chains to place of beginning.
EXCEPT that portion thereof embraced in plat of Dr. Schlecht's Subdivision, Unit 1, and of record in Map Book 3, Page 167 in the office of the Clerk of the Circuit Court for Putnam County, Florida.
ALSO, EXCEPT therefrom that part of the above described lands lying within the lands described in Deed Book 233, Page 182 of the public records of Putnam County, Florida.

Property Appraiser's Parcel Numbers 10-10-26-2100-0010-0010 (as to Parcel #1) and 10-10-26-0000-0390-0000 (as to Parcel #2)

and said Grantor does hereby fully warrant the title to said land,

Prepared by:
Holmes & Pickens, P.A.
Attorneys at Law
223 N. Third Street
Palatka, Florida 32177-3910
(904) 328-1111

and will defend the same against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, Grantor has hereunto set Grantor's hand and seal the day and year first above written.

Witness' Signature

Witness' Name Printed

Witness' Signature

Witness' Name Printed

Beatrice W. Joyce f/k/a
Beatrice White f/k/a
Beatrice M. White a/k/a
Beatrice Masalsky

STATE OF FLORIDA
COUNTY OF PUTNAM

I HEREBY CERTIFY that on this day before me, an officer duly qualified to take acknowledgments, personally appeared Beatrice W. Joyce f/k/a Beatrice White f/k/a Beatrice M. White a/k/a Beatrice Masalsky, to me personally known to be the person(s) described in and who executed the foregoing instrument, or who produced appropriate identification, and acknowledged before me the execution of same.

WITNESS my hand and official seal in the County and State last aforesaid this 3rd day of March, 1995.

Notary Public
My commission expires:

Notary Public, State of Florida
LAURIE H. PARRISH
My Commission Exp. Apr. 5, 1995
Comm. No. CC 091917

FL 252942 B 668 P 1265
CO:PUTNAM ST:FL

ED BROOKS CLERK
CO:PUTNAM ST:FL

FILED AND RECORDED
DATE 03/08/95 TIME 14:04

CLERK OF COURT PUTNAM COUNTY, FLORIDA

Holmes & Pickens, P.A.
Attorneys at Law
222 N. Third Street
Palatka, Florida 32177-3710
(904) 328-1111

Putnam County

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PUTNAM COUNTY GIS

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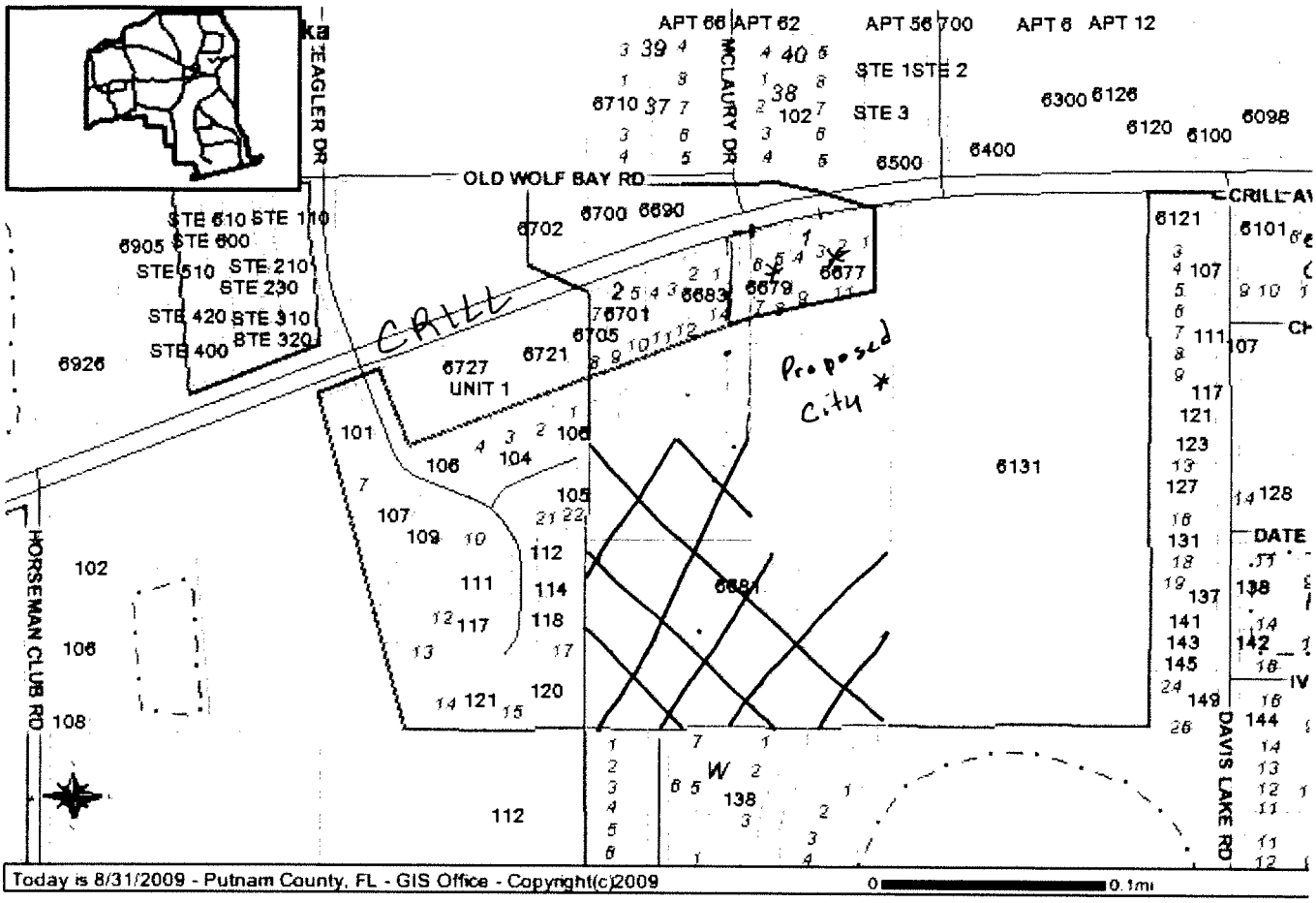
P.O. Box 307
Palatka, FL 32178

Legend
- Township Range
- Street Centerline
- Hydrography
- Parcels
- Municipal Boundary
  - Crescent City
  - Interlachen
  - Palatka
  - Pomona Park
  - Welaka
- Putnam County

Disclaimer: All provided Putnam County GIS data are to be considered a generalized spatial representation that is subject to revisions. This information is provided as a visual representation only and is not to be used as a legal or official representation of legal boundaries. The Putnam County Board of County Commissioners as well as the constitutional offices including the Clerk of the Court, Property Appraiser, Sheriff, Supervisor of Elections, and Tax Collector assume no responsibility associated with its misuse.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Proposed City *
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Today is 8/31/2009 - Putnam County, FL - GIS Office - Copyright(c)2009
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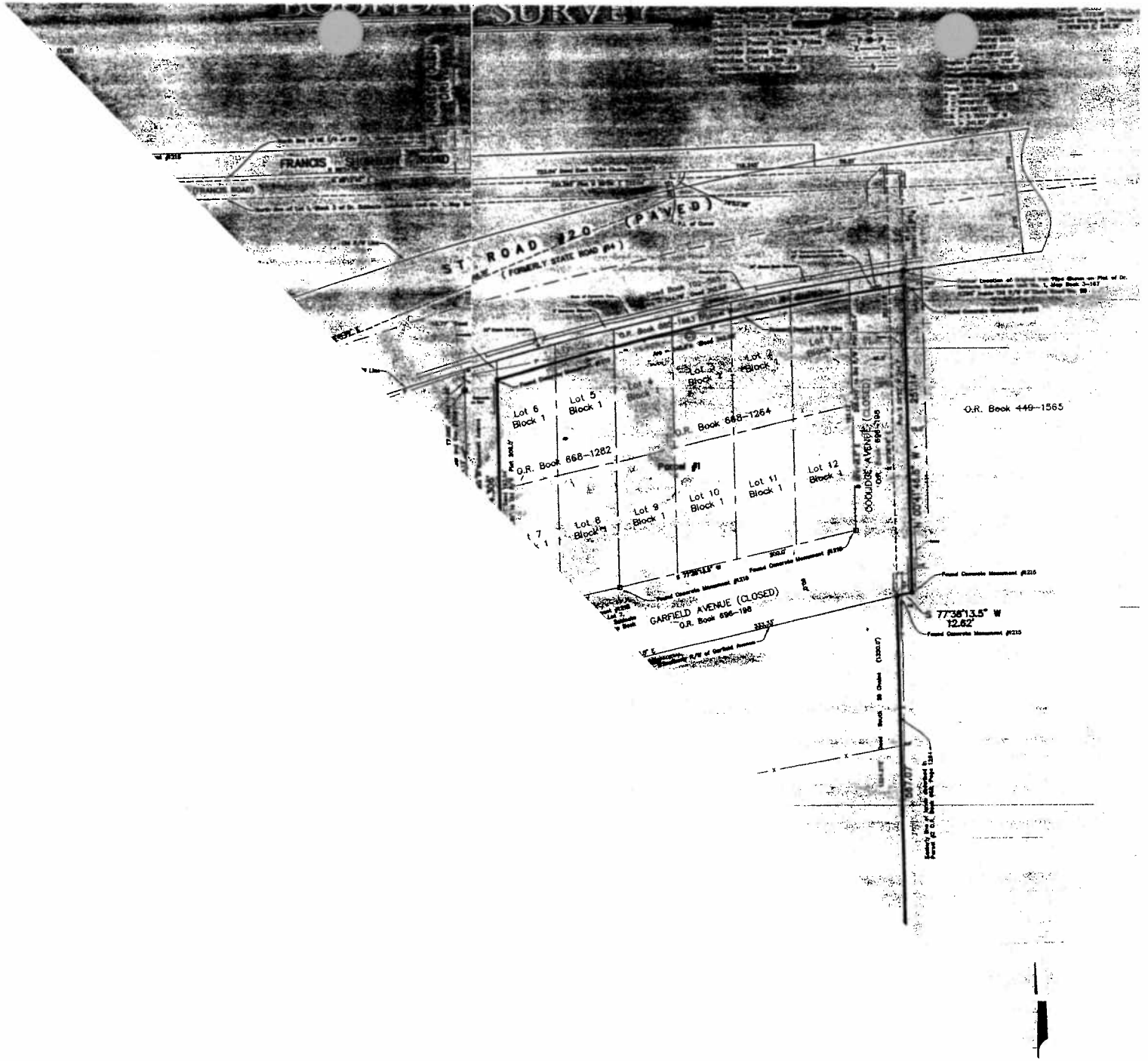

SURVEY
FRANCIS
ST ROAD #20 (PAVED)
(FORMERLY STATE ROAD #4)
Lot 6 Block 1
Lot 5 Block 1
Lot 4 Block 1
Lot 3 Block 1
Lot 2 Block 1
Lot 1 Block 1
O.R. Book 668-1282
O.R. Book 668-1264
Parcel #1
Lot 8 Block 1
Lot 9 Block 1
Lot 10 Block 1
Lot 11 Block 1
Lot 12 Block 1
COOLIDGE AVENUE (CLOSED)
O.R. Book 696-198
GARFIELD AVENUE (CLOSED)
O.R. Book 696-198
O.R. Book 449-1565
Found Concrete Monument #1215
S 77°38'13.5" W
12.62'

2009 Interim Property Information for Parcel: 10-10-26-0000-0390-0000

2008 Certified Tax Collector Information

Beck/Sloan Properties Inc

256 N Highway 17
Palatka Fl 32177-2177 (**Putnam County GIS Interactive Mapping**)

Parcel 911 Addresses

6681 Crill Av, Palatka (**MapQuest map**)

Detail Information for Parcel: 10-10-26-0000-0390-0000

Property Use:	Miscellaneous Residential	Structures:	0
Mobile Homes: [?]	0	MH Unextended:	0
Census Tract:	950600	Census Block:	2015
Total Acreage:	9.55	Location:	Putnam County

Property Legal Description

NE1/4 OF SW1/4 (EX E 18 1/8 A OF NE1/4 OF SW1/4 + PT IN DR SCHLECT S/D BK233 P182 OR1101 P663)

Parcel Sales Data

Book	Page	Instrument	Month	Year	QSCD	Price
0668	1264	Warranty Deed	March	1995	02 I	$150000
0665	1592	Quit Claim Deed	January	1995	02 I	$20500

Land Data

Units	Descriptions
8.55	Non Spec Acres
1.00	Residential Acres

Zoning Data

Department	Code	Descriptions
Putnam County	R-1A	Residential, Single-Family
Putnam County	AG	Agriculture

Future Land Use Map (FLUM)

Code	Descriptions

UR	Urban Reserve

Special Building Data

Code	Size	Square Footage	Descriptions
DUTU	10X10	100	Detached Utility Unfinished
DUTU	23X33	759	Detached Utility Unfinished
DUTU	11X21	231	Detached Utility Unfinished

Notice:

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

Click **here** to do another search or use your browser's back button to return to previous search results.

	FLU	Z	Use
N 10-10-26-0000-0400-0000, 0390-0010	UR	R1A, AG	Vacant
S 144 Davis Lk Rd, 138 Lake Shore Dr, 107 Charm Av	UR	AG	SF
E 6131 Crill Ave, 0390-0010	UR	AG	Single Fam. vacant
W 121 Pioneer Rd, 118, 114, 112, 105 Lake Terr, 106 Lake Terr	UR	R1A	Single Fam

9/9/09

Departmental Review Request

Address: 6681 Crill Avenue **Case #:** 09-25
Parcel # 10-10-26-0000-0390-0000

Please review the enclosed request and make any comments in writing to Building & Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.

☒ Rezoning	☐ Site Plan Review
☒ Annexation	☒ Small Scale Amendment (9.99 acres or less)
☐ Large Scale Amendment(10+ acres)	☐ Concurrency Review
☐ Conditional Use Request	☐ Variance
☐ Street Closing/Street Name Change	☐ Other
Meeting Date: 10-06-09	**Response Deadline: 9-11-09**
Date submitted by applicant: 8-28-09	**Date forwarded to Departments for review: 8-31-09**

Submitted to:

- ☐ Water/Sewer/Streets/Sanitation
- ☐ Police G. Gotchell
- ☐ Fire
- ☐ Chief Building Official
- ☐ Sewer Plant
- ☐ Water Plant
- ☐ Parks
- ☐ Weed & Seed
- ☐ Cemetery
- ☐ Golf
- ☐ Airport

Current Property Use: Vacant	**Proposed Property Use: Proposed medical facility**
Current Land Use Designation: County Urban Service	**Requested Land Use Designation: Commercial**
Current Zoning Classification: County R1-A and AG	**Requested Zoning Classification: C1-A - Neighborhood Commercial District**
Acreage: 9.55 total	**# of Units**
Beck/Sloan Properties, Inc. **Owner/Applicant Name** 256 Hwy 17 N. **Owner/Applicant Address** Palatka, Fl 32177 **City/State/Zip** 328-8863 x 122 **Phone Number**	None listed **Agent Name** **Agent Address** **City/State/Zip** **Phone Number**

Planning Dept. Comments: The applicant is requesting annexation for city services for a proposed medical facility. There are no plans at this time for square footage etc. Thank you! Debbie

☐ ~~No Comments~~
☒ Comments Attached

Reviewed by: [signature]

Title: Chief of Police

Would require another review for police impacts, once owner files papers to develop.
[signature]

Departmental Review Request

Address: 6681 Crill Avenue **Case #: 09-25**
Parcel # 10-10-26-0000-0390-0000

Please review the enclosed request and make any comments in writing to Building & Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.

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Submitted to:

- ☐ Water/Sewer/Streets/Sanitation
- ☐ Police
- ☑ Fire M. Lynady
- ☐ Chief Building Official
- ☐ Sewer Plant
- ☐ Water Plant
- ☐ Parks
- ☐ Weed & Seed
- ☐ Cemetery
- ☐ Golf
- ☐ Airport

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Planning Dept. Comments: The applicant is requesting annexation for city services for a proposed medical facility. There are no plans at this time for square footage etc. Thank you! Debbie

- ☑ No Comments
- ☐ Comments Attached

Reviewed by: M. Lynady

Title: Fire Marshal

Departmental Review Request

Address: 6681 Crill Avenue **Case #: 09-25**
Parcel # 10-10-26-0000-0390-0000

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Meeting Date: 10-06-09	**Response Deadline: 9-11-09**
Date submitted by applicant: 8-28-09	**Date forwarded to Departments for review: 8-31-09**

Submitted to:

- ☒ Water/Sewer/Streets/Sanitation Woody
- ☐ Police
- ☐ Fire
- ☐ Chief Building Official
- ☐ Sewer Plant
- ☐ Water Plant
- ☐ Parks
- ☐ Weed & Seed
- ☐ Cemetery
- ☐ Golf
- ☐ Airport

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Planning Dept. Comments: The applicant is requesting annexation for city services for a proposed medical facility. There are no plans at this time for square footage etc.

Thanks you!
Debbie

☐ No Comments
☒ Comments Attached

Reviewed by: _____

Title: Public Works

No Concerns w/ Annexation/Zoning

Departmental Review Request

Address: 6681 Crill Avenue **Case #:** 09-25
Parcel # 10-10-26-0000-0390-0000

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Meeting Date: 10-06-09	**Response Deadline: 9-11-09**
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Submitted to:

☑ Water/Sewer/Streets/Sanitation Rhett	☐ Sewer Plant	☐ Cemetery
☐ Police	☐ Water Plant	☐ Golf
☐ Fire	☐ Parks	☐ Airport
☐ Chief Building Official	☐ Weed & Seed	

Current Property Use: Vacant	**Proposed Property Use: Proposed medical facility**
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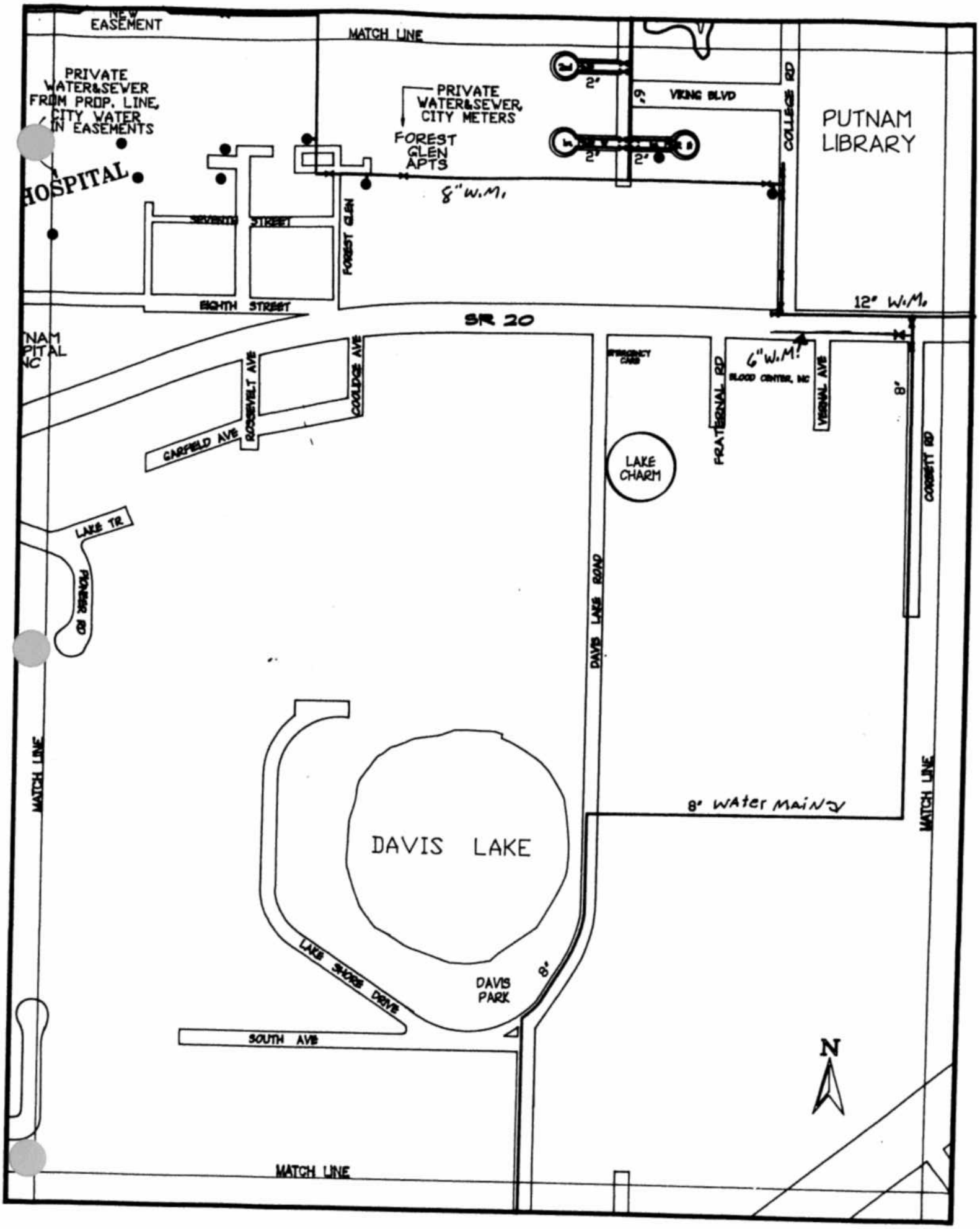
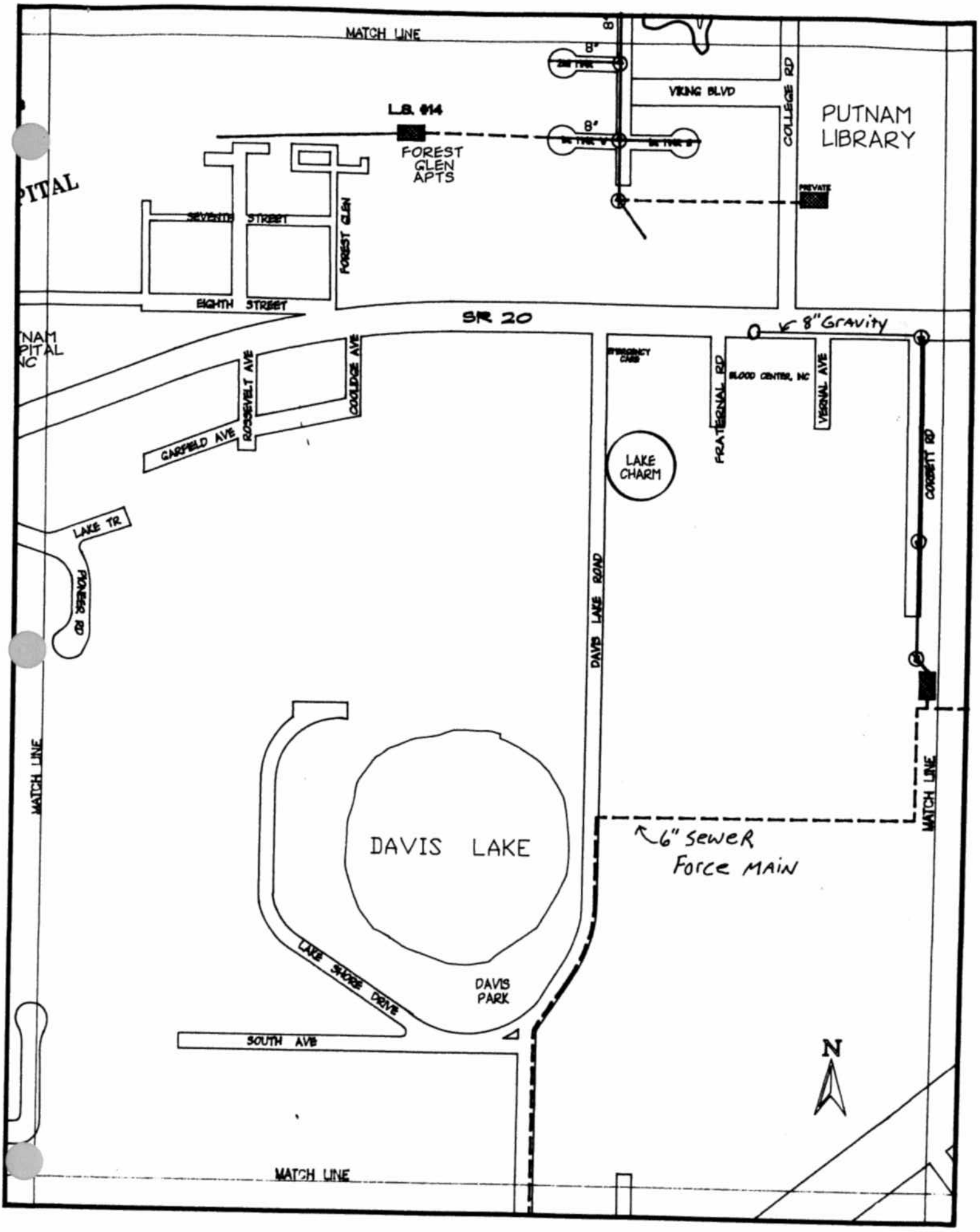
Planning Dept. Comments: The applicant is requesting annexation for city services for a proposed medical facility. There are no plans at this time for square footage etc. Thank you! Debbie

☐ **No Comments** **Reviewed by:** Rhett H. McCamey
☑ **Comments Attached**
Water & Sewer Maps Attached **Title:** Superintendent

Maps denote closest available lines.


NEW EASEMENT
MATCH LINE
PRIVATE WATER&SEWER FROM PROP. LINE, CITY WATER IN EASEMENTS
PRIVATE WATER&SEWER, CITY METERS
FOREST GLEN APTS
2"
2"
2"
VIKING BLVD
COLLEGE RD
PUTNAM LIBRARY
8" W.M.
HOSPITAL
SEVENTH STREET
FOREST GLEN
EIGHTH STREET
12" W.M.
SR 20
6" W.M.
BLOOD CENTER, INC
FRATERNAL RD
VERNAL AVE
8"
CORBETT RD
GARFIELD AVE
ROOSEVELT AVE
COOLIDGE AVE
LAKE CHARM
LAKE TR
PIONEER RD
DAVIS LAKE ROAD
MATCH LINE
8" WATER MAIN
DAVIS LAKE
LAKE SHORE DRIVE
DAVIS PARK
8"
SOUTH AVE
N
MATCH LINE


MATCH LINE
8"
8"
VIKING BLVD
COLLEGE RD
PUTNAM LIBRARY
L.S. #14
FOREST GLEN APTS
PRIVATE
SEVENTH STREET
FOREST GLEN
EIGHTH STREET
SR 20
8" Gravity
EMERGENCY CARE
BLOOD CENTER, INC
FRATERNAL RD
VISUAL AVE
CORBETT RD
LAKE CHARM
ROOSEVELT AVE
COOLIDGE AVE
GARFIELD AVE
LAKE TR
PIONEER RD
DAVIS LAKE ROAD
MATCH LINE
DAVIS LAKE
LAKE SHORE DRIVE
DAVIS PARK
SOUTH AVE
6" sewer Force main
N
MATCH LINE

Departmental Review Request

Address: 6681 Crill Avenue **Case #: 09-25**
Parcel # 10-10-26-0000-0390-0000

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Submitted to:

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- ☐ Police
- ☐ Fire
- ☑ Chief Building Official
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Planning Dept. Comments: The applicant is requesting annexation for city services for a proposed medical facility. There are no plans at this time for square footage etc.

Thank you!

- ☑ No Comments
- ☐ Comments Attached

Reviewed by: _____

Title: CBO

Departmental Review Request

Address: 6681 Crill Avenue **Case #: 09-25**
Parcel # 10-10-26-0000-0390-0000

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- ☐ Chief Building Official
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- ☑ Water Plant melvin
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Planning Dept. Comments: The applicant is requesting annexation for city services for a proposed medical facility. There are no plans at this time for square footage etc. Thank you! Debby

☑ No Comments
☐ Comments Attached

Reviewed by: Melvin L. Rigdon

Title: WTP Supt.

STATE OF FLORIDA

County of Putnam

The undersigned personally appeared before me, a Notary Public for the State of Florida, and deposes that the Palatka Daily News is a daily newspaper of general circulation, printed in the English language and published in the City of Palatka in said County and State; and that the attached order, notice, publication and/or advertisement:

Notice is hereby given that t

Was published in said newspaper 1 time(s) with said publication being made on the following dates:

09/18/2009

PUBLIC NOTICE

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

Request to Annex into the Palatka city limits, Amend the Future Land Use Map from County Urban Reserve to City Commercial and Rezone from County R-1A (Single Family Residential) and Ag (Agricultural) to City C-1A (Neighborhood Commercial). Case: PB 09-25.

Owner: Beck/Sloan Properties, Inc.

Location: 6681 Crill Avenue

Parcel #: 10-10-26-0000-0390-0000

All interested parties are invited to attend this public hearing.

Debbie Banks
Director of Building & Zoning

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

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

Legal No. 02540084
09/18/2009

The Palatka Daily News has been continuously published as a daily newspaper, and has been entered as second class matter at the post office at the City of Palatka, Putnam County, Florida, each for a period of more than one year next preceding the date of the first publication of the above described order, notice and/or advertisement.

Jeannette Eveland

Sworn to and subscribed to before me this 18th day of September, 2009 by Jeannette Eveland, Administrative Assistant, of the Palatka Daily News, a Florida corporation, on behalf of the corporation.

Mary Kaye Wells

Mary Kaye Wells, Notary Public
My commission expires July 22, 2011

Notary Seal
Seal of Office:

MARY KAYE WELLS
MY COMMISSION # DD 654041
EXPIRES: July 22, 2011
Bonded Thru Notary Public Underwriters

____ Personally known to me, or
____ Produced identification:
____ Did take an oath

City of Palatka
Building & Zoning
201 N. 2nd Street
Palatka, Florida 32177
386-329-0103 • Fax 386-329-0172

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

PUBLIC NOTICE

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Owner: Beck/Sloan Properties, Inc.

Location: 6681 Crill Avenue

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Director of Building & Zoning

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09 - 24

10-10-26-2100-0020-0010
WILLIAMS BRENDA
6683 CRILL AVE
PALATKA FL 32177
PB 09-24

10-10-26-0000-0400-0000
BECK/SLOAN PROPERTIES INC
256 N HIGHWAY 17
PALATKA FL 32177
PB 09-24

10-10-26-0000-0410-0000
CKHAM LELAND R + L WAYNE GARRETT
PO BOX 752
E PALATKA FL 32131
PB 09-24

10-10-26-0000-0390-0010
RURAL HEALTH CARE INC
1302 RIVER ST
PALATKA FL 32177
PB 09-24

10-10-26-0000-0160-0000
GGJD HOLDINGS LLC
107 PARK RD
INTERLACHEN FL 32148
PB 09-24

10-10-26-2100-0020-0010
WILLIAMS BRENDA
6683 CRILL AVE
PALATKA FL 32177
PB 09-25

10-10-26-2100-0010-0050
RURAL HEALTH CARE INC
1302 RIVER ST
PALATKA FL 32177
PB 09-25

10-10-26-0000-0400-0000
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256 N HIGHWAY 17
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RURAL HEALTH CARE INC
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PALATKA FL 32177
PB 09-25

10-10-26-7652-0000-0010
FEAGIN JAMES EARL + KATSUKO
106 LAKE TERR
PALATKA FL 32177
PB 09-25

10-10-26-7652-0000-0020
BRIDGES WILLIAM S
104 LAKE TERRACE
PALATKA FL 32177
PB 09-25

10-10-26-0000-0347-0000
ANDREWS JAMES D + JOSEPH D SCRUGGS
2407 REID ST
PALATKA FL 32177
PB 09-25

10-10-26-7652-0000-0200
KOVNESKY VIRGIL C + JUDY A H/W
112 PIONEER RD
PALATKA FL 32177
PB 09-25

10-10-26-7652-0000-0220
RICHTER DAVID S + TINA MARIE H/W
105 LAKE TERR
PALATKA FL 32177
PB 09-25

10-10-26-7652-0000-0190
HIRKO ANDREW R
PO BOX 1211
PALATKA FL 32177
PB 09-25

10-10-26-7652-0000-0170
MOODY JAMES F + VICKIE F H/W
118 PIONEER RD
PALATKA FL 32177
PB 09-25

10-10-26-7652-0000-0160
HENRY BETTY J
120 PIONEER RD
PALATKA FL 32177
PB 09-25

10-10-26-7652-0000-0130
FOWLER COY LIFE ESTATE
121 PIONEER RD
PALATKA FL 32177
PB 09-25

10-10-26-0000-0130-0060
KELLY DEAN + KRISTINE
112 HORSEMAN CLUB ROAD
PALATKA, FL 32177
PB 09-25

10-10-26-1920-0060-0000
KERSLAKE RUTH H HEIRS OF
144 DAVIS LAKE RD
PALATKA FL 32177
PB 09-25

10-10-26-1920-0200-0010
PARKER RONALD R
138 LAKE SHORE DR
PALATKA FL 32177
PB 09-25

10-10-26-1920-0000-0000
KERSLAKE RUTH HOSKINS HEIRS OF
144 DAVIS LAKE RD
PALATKA FL 32177
PB 09-25

10-10-26-0000-0410-0000
BECKHAM LELAND R + L WAYNE GARRETT
PO BOX 752
E PALATKA FL 32131
PB 09-25

Parcel #1:

Lots 1, 2, 3, 4, 9, 10, 11 and 12 of Block 1, according to plat entitled "Dr. Schlecht's Subdivision, Unit No. 1, part of the west 22 acres of the NE ¼ of the SW ¼ of Section 10, Township 10 South, Range 26 East, Putnam County, Florida", said plat being recorded in Map Book 3, Page 167 of the public records of Putnam County, Florida.

EXCEPTING THEREFROM that part thereof conveyed for road right of way purposes as described in Deed Book 102, Page 565 of the public records of Putnam County, Florida.

Parcel#2:

The West 21 14/16 acres of the NE ¼ of the SW ¼ of Section 10, Township 10 South, Range 26 East, and more particularly described as follows:
Beginning at the NW corner of the NE ¼ of the SW ¼ of said Section 10; thence running East 10.94 chains; thence South 20 chains; thence West 10.94 chains; thence North 20 chains to place of beginning.

EXCEPT that portion thereof embraced in plat of Dr. Schlecht's Subdivision, Unit 1, and of record in Map Book 3, Page 167 in the office of the Clerk of the Circuit Court for Putnam County, Florida.
ALSO, EXCEPT therefrom that part of the above described lands lying within the lands described in Deed Book 233, Page 182 of the public records of Putnam County, Florida.

Property Appraiser's Parcel Numbers 10-10-26-2100-0010-0010 (as parcel #1) and 10-10-26-0000-0390-0000 (as to Parcel #2)

Please run once on September 18, 2009 in the public notice section:

PUBLIC NOTICE

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

Request to Annex into the Palatka city limits, Amend the Future Land Use Map from County Urban Reserve to City Commercial and Rezone from County R-1A (Single Family Residential) and Ag (Agricultural) to City C-1A (Neighborhood Commercial). Case: PB 09-25

Owner: Beck/Sloan Properties, Inc.

Location: 6681 Crill Avenue

Parcel #: 10-10-26-0000-0390-0000

All interested parties are invited to attend this public hearing.

Debbie Banks
Director of Building & Zoning

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City of Palatka
Building & Zoning
201 N. 2nd Street
Palatka, Florida 32177
386-329-0103 • Fax 386-329-0172

September 1, 2009

Beck/Sloan Properties, Inc.
256 Hwy 17 N
Palatka, FL 32177

Re: Case 09-25 Annexation into the city limits, Amending the Future Land Use designation and Rezoning 6681 Crill Avenue, Palatka, FL

Dear Mr. Beck and Mr. Sloan,

Please be advised that the Planning Board will hold its public hearing to consider the referenced request on Tuesday, October 6, 2009 at 4:00 PM in Palatka City Hall (201 N. 2nd Street). A copy of the "Notice to Surrounding Property Owners" is enclosed for your information.

Please feel free to contact me with any questions.

Sincerely,

Debbie Banks

Debbie Banks
Director of Building & Zoning

Palatka Daily News
Legal Advertising Department

call w/corrections

To: City of Palatka
Attention: Debbie Banks
Case or File#: 025400 PH
Fax Number: 329-0172
Date: 9.1.09 Time:
Number of pages including cover: 3

SUBJECT: PROOF OF LEGAL PUBLICATION
From: Jeannette or Vicki
Legal Advertising Department

To confirm this proof please call us at (386) 312-5224, long distance call toll free 1-800-881-7355 ext. 224

Please proof carefully! The newspaper assumes NO responsibility for unproofed legals. If there are corrections or any changes, please indicate so on the following proof and fax to us at (386) 312-5209, attn.: Jeannette or Vicki c/o PDN Legal Advertising Dept. prior to our 2:00 pm deadline the day before the first publication date. Thanks!

DEADLINE FOR CHANGES IS 2:00 P.M.,
ONE DAY PRIOR TO THE FIRST
PUBLICATION DATE AS INDICATED
NO EXCEPTIONS.

Advertising Receipt

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

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

Cust#: 04100016-000
Ad#: 02540084
Phone: (386)329-0100
Date: 09/01/09

Ad taker: vic **Salesperson:** mkw **Classification:** 0360

Description	Start	Stop	Ins.	Cost/Day	Surcharges	Total
01 Palatka Daily News	09/18/09	09/18/09	1	78.06		78.06
Affidavit						2.50

Payment Reference:

Total:	80.56
Tax:	0.00
Net:	80.56
Prepaid:	0.00
Total Due	80.56

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

Request to Annex into the Palatka city limits, Amend the Future Land Use Map from County Urban Reserve to City Commercial and Rezone form County R-1A (Single Family Residential) and Ag (Agricultural) to city C-1A (Nieghborhood Commercial). Case: PB 09-25

Owner: Beck/Sloan Prperties, Inc.

Location: 6681 Crill Avenue

Parcel #: 10-10-26-0000-0390-0000

All interested parties are invited to attend this public hearing.

PUBLIC NOTICE

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Owner: Beck/Sloan Prperties, Inc.

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Parcel #: 10-10-26-0000-0390-0000

All interested parties are invited to attend this public hearing.

Debbie Banks
Director of Building & Zoning

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

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

Legal No. 02540084
09/18/2009

Departmental Review Request

Address: 6681 Crill Avenue **Case #: 09-25**
Parcel # 10-10-26-0000-0390-0000

Please review the enclosed request and make any comments in writing to Building & Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.

☒ Rezoning	☐ Site Plan Review
☒ Annexation	☒ Small Scale Amendment (9.99 acres or less)
☐ Large Scale Amendment(10+ acres)	☐ Concurrency Review
☐ Conditional Use Request	☐ Variance
☐ Street Closing/Street Name Change	☐ Other

Meeting Date: 10-06-09	**Response Deadline: 9-11-09**
Date submitted by applicant: 8-28-09	**Date forwarded to Departments for review: 8-31-09**

Submitted to:

- ☐ Water/Sewer/Streets/Sanitation (Woody)
- ☐ Police
- ☐ Fire
- ☐ Chief Building Official
- ☐ Sewer Plant
- ☐ Water Plant
- ☐ Parks
- ☐ Weed & Seed
- ☐ Cemetery
- ☐ Golf
- ☐ Airport

Current Property Use: Vacant	**Proposed Property Use: Proposed medical facility**
Current Land Use Designation: County Urban Service	**Requested Land Use Designation: Commercial**
Current Zoning Classification: County R1-A and AG	**Requested Zoning Classification: C1-A - Neighborhood Commercial District**
Acreage: 9.55 total	**# of Units**
Beck/Sloan Properties, Inc. **Owner/Applicant Name** 256 Hwy 17 N. **Owner/Applicant Address** Palatka, Fl 32177 **City/State/Zip** 328-8863 x 122 **Phone Number**	None listed **Agent Name** **Agent Address** **City/State/Zip** **Phone Number**

Planning Dept. Comments: The applicant is requesting annexation for city services for a proposed medical facility. There are no plans at this time for square footage etc.

Thank you!
Debbie

- ☐ No Comments
- ☐ Comments Attached

Reviewed by: _____

Title:

Building Permits-Chief Building Offical
CITY OF PALATKA
201 NORTH 2ND ST.
PALATKA FL 32177

DATE: 8/28/09
TIME: 15:52:38

RECEIPT #: 0000014631
CASHIER: JFILION

MISCELLANEOUS RECEIPT
REFERENCE: BECK SLOAN PROPERTIES/PB CASE 6681 CRILL

ITEM DESCRIPTION	PAID
PLANNING BD AMIN. (1366)	1000.00

TOTAL AMOUNT PAID: 1000.00
PAYMENT TYPE: CHECK
CHECK NBR: 000002564

FL 252942 B 668 P 1264
CO:PUTNAM ST:FL

WARRANTY DEED

THIS INDENTURE, made this 3rd day of March, A.D. 1995, between **Beatrice W. Joyce f/k/a Beatrice White f/k/a Beatrice M. White a/k/a Beatrice Masalsky, a single woman,** whose social security number is [redacted], and whose address is Route 4, Box 264, Palatka, Florida 32177, of the County of Putnam and State of Florida, Grantor, and **Beck/Sloan Properties, Inc.,** whose federal identification number is [redacted], and whose address is 256 Highway 17 North, Palatka, Florida 32177, of the County of Putnam and State of Florida, Grantee,

WITNESSETH, that said Grantor, for and in consideration of the sum of Ten Dollars and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged has granted, bargained and sold to the said grantee, and grantee's heirs, successor and assigns, forever, the following described land, situate, lying and being in Putnam County, Florida, to-wit:

1050.00
Rebecca Wilkins

DOC STAMPS 1,050.00
INTANG TAX .00

Parcel #1:
Lots 1, 2, 3, 4, 9, 10, 11 and 12 of Block 1, according to plat entitled "Dr. Schlecht's Subdivision, Unit No. 1, part of the West 22 acres of the NE¼ of the SW¼ of Section 10, Township 10 South, Range 26 East, Putnam County, Florida", said plat being recorded in Map Book 3, Page 167 of the public records of Putnam County, Florida. EXCEPTING THEREFROM that part thereof conveyed for road right of way purposes as described in Deed Book 102, Page 565 of the public records of Putnam County, Florida.

Parcel #2:
The West 21 14/16 acres of the NE¼ of the SW¼ of Section 10, Township 10 South, Range 26 East, and more particularly described as follows:
Beginning at the NW corner of the NE¼ of the SW¼ of said Section 10; thence running East 10.94 chains; thence South 20 chains; thence West 10.94 chains; thence North 20 chains to place of beginning.
EXCEPT that portion thereof embraced in plat of Dr. Schlecht's Subdivision, Unit 1, and of record in Map Book 3, Page 167 in the office of the Clerk of the Circuit Court for Putnam County, Florida.
ALSO, EXCEPT therefrom that part of the above described lands lying within the lands described in Deed Book 233, Page 182 of the public records of Putnam County, Florida.

Property Appraiser's Parcel Numbers 10-10-26-2100-0010-0010 (as to Parcel #1) and 10-10-26-0000-0390-0000 (as to Parcel #2)

and said Grantor does hereby fully warrant the title to said land,

Prepared by:
Holmes & Pickens, P.A.
Attorneys at Law
[redacted]

and will defend the same against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, Grantor has hereunto set Grantor's hand and seal the day and year first above written.

Witness' Signature

Witness' Name Printed

Witness' Signature

Witness' Name Printed

Beatrice W. Joyce f/k/a
Beatrice White f/k/a
Beatrice M. White a/k/a
Beatrice Masalsky

STATE OF FLORIDA
COUNTY OF PUTNAM

I HEREBY CERTIFY that on this day before me, an officer duly qualified to take acknowledgments, personally appeared Beatrice W. Joyce f/k/a Beatrice White f/k/a Beatrice M. White a/k/a Beatrice Masalsky, to me personally known to be the person(s) described in and who executed the foregoing instrument, or who produced appropriate identification, and acknowledged before me the execution of same.

WITNESS my hand and official seal in the County and State last aforesaid this 3rd day of March, 1995.

Notary Public
My commission expires:

Notary Public, State of Florida
LAURIE H. PARRISH
My Commission Exp. Apr. 5, 1995
Comm. No. CC 091917

FL 252942 B 668 P 1265
CO:PUTNAM ST:FL

ED BROOKS CLERK
CO:PUTNAM ST:FL

FILED AND RECORDED
DATE 03/08/95 TIME 14:04

Holmes & Pickens, P.A.
Attorneys at Law
222 N. Third Street
Palatka, Florida 32177-3710
(904) 328-1111

Agenda Item

9

CITY OF PALATKA CITY COMMISSION
AGENDA ITEM

ITEM: Planning Board Case 08-29 Request to close that portion of N 16th Street between St. Johns Ave. and Reid St.

DEPARTMENT: Building & Zoning

AGENDA SECTION: Regular agenda requiring Commission action

ATTACHMENTS

1. September 1, 2009 Planning Board Packet
2. September 1, 2009, Planning Board Minutes.
3. Site plan rendering submitted to Board on September 1, 2009
4. Petition submitted by St. Johns Auto Body to Board on September 1, 2009
5. Packet submitted by applicant July 7, 2009

DATE: October 22, 2009

SUMMARY HIGHLIGHTS:

The applicant applied to close that portion of N 16th Street between St. Johns Avenue and Reid Street on October 1, 2008. The case was advertised for a November 4, 2008 hearing date and notices to surrounding property owners were mailed. On October 23, 2008 at the request of staff, the applicant requested the case be tabled until January 6, 2009. Staff worked with the applicant to utilize onsite cameras to capture the number of vehicles accessing the dealership versus passing through. During this same timeframe, traffic counters were placed on N 16th St. at Reid St. and St. Johns Ave. Staff reviewed all material in an effort to synchronize the video and information from the counters, however, it could not be correlated to each other. These results were not included in our staff report. On July 7, 2009 (minutes enclosed) the case was heard, however, the motion that was made to table for more information did not include a date certain. The case had to be re-advertised for September 1, 2009 (minutes enclosed) at which time a motion was made to deny the request to close that portion of N 16th Street.

RECOMMENDED ACTION:

There are no criteria for closing a street in the City's Municipal Code, therefore, we have no opinion. No staff recommendation was made as to whether the roadway should be closed or remain open.

AGENDA ITEM NUMBER:

AGENDA PAGE NUMBER:

This instrument prepared by:
Jay D. Asbury, PA
234 N. Summit St.
Crescent City, FL 32112

ORDINANCE NO. 09-54

AN ORDINANCE VACATING ALL OF THAT PORTION OF 16TH STREET WHICH LIES BETWEEN ST. JOHNS AVENUE AND REID STREET (HIGHWAY 17) IN PALATKA, FLORIDA; AUTHORIZING EXECUTION OF DOCUMENTS; REQUIRING RESTRICTIVE COVENANT WITH REVERTER CLAUSE; PROVIDING FOR TIME LIMITATION FOR COMPLIANCE; AND PROVIDING FOR AN EFFECTIVE DATE.

It is hereby determined that the property hereinafter described to be vacated is no longer necessary as a right-of-way, and it is in the best interest of the public that said property be vacated and closed as a right-of-way and as a public property and be released from any and every public right, use, title and interest, except as hereinafter provided.

THEREFORE BE IT ORDAINED AS FOLLOWS:

SECTION ONE: Vacation and Description

The following described property be, and the same is hereby vacated and closed as a right-of-way, and said property be, and the same is hereby released and discharged of any and every public right, use, title and interest of the City of Palatka, for right-of-way purposes except that the City of Palatka shall retain an easement for all lawful utility purposes including but not limited to storm drainage. The subject property described in Schedule "A" is the property being vacated herein and said property shall revert to the adjoining and abutting owners who have a reversionary interest, except and subject to any easements of record and any easement rights of the City of Palatka over, under and across the following described property, said property lying and being in Putnam County, Florida, and more particularly described as follows, to wit:

SEE SCHEDULE "A" ATTACHED HERETO AND MADE A PART HEREOF

SECTION TWO: Compliance

All person(s) and entities owning land which abut that property/area being vacated and all mortgagees, lienholders, or any other person(s) or entities having an interest in such abutting property shall fulfill the following requirements:

1-Within **30** days of enactment of Ordinance No. 09-54, all such person(s) and entities shall grant to the City of Palatka, in recordable form, a restrictive covenant and reverter encumbering and restricting that area being vacated.

2-The restrictive covenant and reverter will provide that in the event that any part or portion of the land described in Schedule "A" or Schedule "C" shall cease to be utilized as a

New Vehicle Sales Center for a period of 180 days or more, then in that event the entire area vacated as described in Schedule "A" will revert to the City of Palatka in fee simple

3-The language of the restrictive covenant and reverter and the determination of the parties necessary to execute such restrictive covenant and reverter will be determined by the City Manager and the City Attorney.

4-Any recorded covenant will be noted thereon as approved by the City Manager by his signature in order to comply with this compliance section.

SECTION THREE: The Mayor and City Manager of the City of Palatka, be and they are hereby authorized and directed to execute such instruments as may be necessary or required to show that said right-of-way has been absolutely and completely vacated.

SECTION FOUR: Legislative Intent

This ordinance is dependent upon the requirements as set forth herein and specifically in Section Two being fulfilled and completed so as to accomplish the legislative intent herein. (See City of Temple, Terrace v. Tozier 903 So. 2d 970 (Fla 2d DCA 2005)

SECTION FIVE: Effective Date

This ordinance shall take effect immediately upon passage and adoption, and the City Clerk shall have the same recorded in the public records of Putnam County, Florida.

PASSED AND ADOPTED BY THE City Commission of the City of Palatka, Florida, at its regular meeting held on the 12th day of November, 2009.

1st Reading October 29, 2009
2nd Reading November 12, 2009

ATTEST:

CITY CLERK

SIGNED:

MAYOR

Approved as to contents and form.

JAY D. ASBURY
ACTING CITY ATTORNEY

SCHEDULE "A"

All of that property lying and being within the right-of-way area of 16th Street which lies between St. Johns Avenue and Reid Street in Palatka, Florida.

SCHEDULE "C"

PARCEL #1-All of Block 303 of the City of Palatka, Florida, EXCEPT the South 100 feet of Lot 2 of Merwin and Ginn's Subdivision of said Block as recorded in Map Book 2, page 5 of the public records of Putnam County, Florida, said EXCEPTED parcel being also described as the South 100 feet of the West 50 feet of said Block 303.

PARCEL #2-Lots 1,2,5,6,7 and 13 of Block 295 of the City of Palatka, according to Merwin's Subdivision of said Block, as per plat thereof recorded in Map Book 2, page 13 of the public records of Putnam County, Florida.

PARCEL NOS. 37-10-26-6850-3030-0010, 42-10-27-6850-2950-0010, 2950-0050, 42-10-27-6850-2950-0070 and 42-10-27-6850-2950-0130

PARCEL #1-Lots 9, 10 and 11 of Block 295, in C.A. Merwin Subdivision of the City of Palatka, as recorded in Map Book 2, pages 13 and 36, of the public records of Putnam County, Florida. SUBJECT TO an easement across the Northern 5 feet of Lot 10 as described in O.R. Book 394, Page 1799 of the Public Records of Putnam County, Florida.

PARCEL #2-Lots 10 and 11 of Block 295, according to Campbell's Map of said City of Palatka and more particularly described as follows: Beginning at the Southeast corner of said Block 295, and running thence Northerly, along the West line of Fifteenth (formerly Byron) Street, 150 feet to a point on said line; thence Westerly on the line dividing Lots 9 and 12, 100 feet to a point on said line; thence Southerly on the line dividing Lots 8 and 10, 150 feet to its intersection with the North line of Lemon Street; thence Easterly, along said North line of Lemon Street, 100 feet to place of beginning.

Lot 12, Block 295, of MERWINS AND GINNS MAP, according to plat thereof recorded in Map Book 2, page 13 of the Public Records of Putnam County, Florida.

All of Lot 2, except the North 50 feet thereof conveying to E.W. Williams and R. G. Williams by deed recorded in Official Records Book 77, Page 574, Block 303, MERWIN AND GINN SUBDIVISION, of Blocks 303 and 304, City of Palatka, according to plat thereof recorded in Plat Book 2, Page 5, in the Office of the Clerk of Circuit Court, Putnam County, Florida.

Planning Board Staff Report
September 1, 2009

Case: PB 08-29

Address: N 16th Street between St. Johns Avenue and Reid Street

Applicant: St. Johns Automotive Real Estate LLC

Request: Request to close that portion of N 16th St. between St. Johns Avenue and Reid Street

APPLICABLE CODE REFERENCE:

Sec. 54-44. Board to act as supervisor of plats; approval of street dedications.
The city planning board shall be the supervisor of plats. It shall provide rules and regulations governing the platting of all lands within the city and within the planning district, so as to require that such platting shall conform to the official map, and may, in behalf of the local government within the limits of which the land in question is situated, make such other requirements as may lawfully be made. All plans, plats, replats or descriptions showing the layout of any street, highway or alley upon private property, or of building lots in connection with or in relation to such highway, street or alley, to be dedicated to public use or to the use of purchasers or owners of lots fronting on or adjacent to such highway, street or alley, and located within the city or within the planning district, shall be submitted to the city planning board and approved by it before they shall be recorded. The disapproval or failure to approve of any such plan, plat, replat or description by the city planning board shall be deemed a refusal by the local government within the limits of which the land in question is situated, of the proposed dedication shown thereon. The approval of the city planning board shall be deemed an acceptance of the proposed dedication; but shall not impose any duty upon the city or any other local government concerning the maintenance or improvement of any such dedicated parts, until the proper authorities of the city or other local government shall have made actual appropriation of the same entry, use and improvement. (Code 1981, § 14-29)

BACKGROUND:

The applicant is requesting to close N 16th Street in an "effort to enhance the security of the business' assets and the safety of the business' patrons." The business (Beck Chevrolet) is located on both sides of the street they are requesting the City to close.

Notices to surrounding property owners were mailed; the advertisement was run; and departmental review requests sent to police, fire, water/sewer/streets/sanitation, building, gas and electric. Other utilities contacted by staff include: ATT, Comcast, Gas Authority, and Florida Power & Light. Department & utility company responses are included under "Considerations" below. Property was readvertised and notices resent to surrounding property owners in August since a motion by the Planning Board did not include a date certain to table the case to as required.

At the July 7, 2009 Planning Board meeting, the Board requested the applicant provide a detailed site plan and accident/incident report statistics at the next meeting.

CONSIDERATIONS

A review of the Comprehensive Plan and the Municipal Code does not provide guidelines other than Section 54-44 above. Items to consider are:

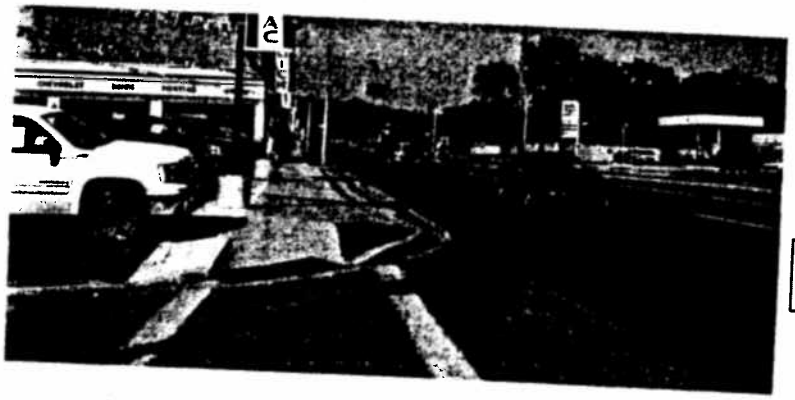
- Safety – Police Dept. states first responders will have to use alternate routes but overall response time should not increase
- Chief Building Official – no issues but stated all utilities needed to be contacted

- Drainage – Streets Dept. states this section of N 16th St. contains storm catch basins and a storm line from St. Johns Ave. to Reid St. If the road is closed, the City would need an easement over the storm lines for maintenance
- Water/Sewer lines – Utilities Dept. states they have a 2" galvanized water line and a 6" clay sewer line in the 100 block of N 16th St. Since the house they served have been torn down they can cap these old lines.
- Public access – this street has historically been open for thru traffic. This will present a change of the traffic pattern and proper signage would need to be installed at the owner's expense directing traffic to other streets.
- Impact to surrounding businesses and homes – we have received a response from one business owner who is opposed to the street closure.

PHOTOS

Posting on St. Johns Ave.

Facing east on Reid St.



Facing west on Reid St.

Posting on Reid St.

PUBLIC NOTICE

Notice is hereby given that the City of Palatka PLANNING BOARD will hold a public hearing at their regular meeting on Tuesday, September 1, 2009 at 4:00PM at City of Palatka City Hall, 201 North 2nd Street, for the purpose of hearing a:

Request for a conditional use for an indoor recreational facility.

Location: 815 S State Rd. 19
Parcel#: 11-10-26-0000-0674-0043
Requested by: FWI 5 LLC
Agent:Sophannary Tang & Thai Hok

All interested parties are invited to attend this public hearing.

Debbie Banks
Assistant Planning Director

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

PERSONS WITH DISABILITIES INTERESTED IN ATTENDING THIS MEETING AND REQUIRING ACCOMMODATIONS, SHOULD CONTACT THE CITY BUILDING DEPARTMENT AT 329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.

Legal No. 04544702
08/14/09

PUBLIC NOTICE

Notice is hereby given that the CITY OF PALATKA PLANNING BOARD will hold a public hearing on September 1, 2009 at 4:00 P.M. at City Hall, 201 N 2nd St. for the purpose of hearing the following matter:

Request to close that portion of N 16th Street between St. Johns Ave. and Reid St.

Location: N 16th between St. Johns Ave. and Reid St.

Applicant: St. Johns Automotive Real Estate LLC

Agent: Jull Holmes
Case: PB 08-29

All interested parties are invited to attend this public hearing.

Debbie Banks
Assistant Planning Director

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

Legal No. 04544706
08/14/09

City of Palatka
Building & Zoning
201 N. 2nd Street
Palatka, Florida 32177
386-329-0103 • Fax 386-329-0172

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

PUBLIC NOTICE

Notice is hereby given that the **CITY OF PALATKA PLANNING BOARD** will hold a public hearing on **September 1, 2009** at 4:00 P.M. at City Hall, 201 N 2nd St. for the purpose of hearing the following matter:

Request to close that portion of N 16th Street between St. Johns Ave. and Reid St.

Location: N 16th between St. Johns Ave. and Reid St.

Applicant: St. Johns Automotive Real Estate LLC

Agent: Juli Holmes **Case:** PB 08-29

All interested parties are invited to attend this public hearing.

Debbie Banks
Assistant Planning Director

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

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

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

Motion made by Randy Braddy to approve the minutes of the May 5, 2009 meeting. Seconded by Sue Roskosh. All members present voted affirmative. Motion carried.

Phil Leary motioned to approve the minutes of the June 2, 2009 meeting and seconded by Randy Braddy. Motion carried.

Case PB08-29

Address: N 16th from Reid St. to St. Johns Ave.
Applicant: St. Johns Automotive Real Estate LLC
Agent: Juli Holmes

Request: A request to close that portion of N 16th St from Reid St. to St. Johns Ave.

(Public Hearing)

Ms. Banks read a case overview memo from Planning Director Jim Lee, written on June 18, 2009 regarding the review and sufficiency of the application.

Breck Sloan, representing St. Johns Automotive Real Estate LLC d/b/a Beck Chevrolet, handed the Board an information packet, and explained some of the challenges they are facing with the current facility and the reason for the request. He spoke of safety concerns with traffic, security and theft. He stated there are 8 points that are open in that one section of 16th street. He added that they currently have liability insurance problems with respect to this facility, and trying to maintain the ability to keep the insurance on the facility. The insurance company has recommended securing the premises, which is difficult to do with a road running through it. He explained that one of the reasons for the delay with this request is that they were trying to get a better idea of the traffic patterns by doing their own counts with cameras and the help of the city staff, but this was inconclusive, as there were several factors such as: 50 employees entering and exiting 4 times a day, leaving out one side or the other of 16th Street, not to mention, the transition of vehicles from one lot to another. This made it difficult to determine how much of the traffic is dealership traffic and how much is through traffic. A traffic study as recommended by City staff, it would be cost prohibitive at approximately $35,000.00 to $50,000.00.

Mr. Leary asked Mr. Sloan if the matrix chart on page six were done by the Public Works Department.

Juli Holms, St. Johns Automotive Real Estate, stated that in an effort to determine what was internal and what was legitimately through traffic, and in an effort to aide City staff, they installed multiple of their own security cameras high enough to capture the Road for 3 to 4 days and turned the information into the City, however, as there is a time-lapse in the security filming, and with the internal and through traffic, they were not able to get a picture. This left the Planning Director uncomfortable with these counts as the numbers would not be as accurate as a Traffic Engineer could produce.

Case PB08-29 N 16th from Reid St. to St. Johns Ave. – continued

Discussion took place regarding the peak hours for traffic and the effect of this request on other businesses in the area.

Mr. Sloan stated that they have attached statements from various surrounding business and utility companies supporting the closure of the street. He stated that he has the support of the Police Department with regards to securing the lot and closing that section of 16th Street. Also attached, is a letter from Connie Walker of Department of Transportation who obviously they would deal with as far as driveway cuts or access to the facility if directly off of Reid Street stating that they would not be in opposition to this section of street closure as they are trying to eliminate some of the entry and exit points off of Reid St. Mr. Sloan advised that the GM Corporation has advised that this dealership is among the 60% remaining dealers, and that they were notified and will be held to certain facility improvements and requirements, *including* dual showrooms with certain square foot requirements. So they would have to look at this from a long-term standpoint versus the current facility. Their intent would be to simply redesign the dealership and entire lot to meet minimum facility requirements.

Discussion ensued regarding the possibility of securing the two blocks independently with fencing, crosswalks and speed bumps to effect immediate change.

Jason Brown, 1609 St. Johns Avenue, St. Johns Auto Body, stated that this request would adversely affect his business. He added that they have a very large recovery truck used for towing semi-tractor trailers and they need the access of that section of 16th Street to get this vehicle to their property, as well as other large delivery trucks that service his business and his customers that they have had for 31 years and they are expanding. He ended by stating that 16th Street cuts all the way back to State Rd. 20.

Kent Scroggins, 1609 St. Johns Avenue spoke in opposition of the request and stated that 16th Street is the main artery for his customers. He spoke in opposition of the request, stating that traffic safety has never been a problem with the previous dealership owner. He compared the proposed with Garber Auto Mall, in Green Cove Springs, stating that has left the other dealership locations in that area vacant. He stated that he believed a security problem would be minimized with a fence. As far as people getting run over on that section of 16th street, he has never seen that in the 32 years that he has been there and that signs and a crosswalk could minimize safety concerns.

Discussion continued regarding record data of traffic incidents for that street as well as accessibility and maneuverability of large towing and service type vehicles.

(Regular Meeting)

Discussions took place regarding vacating versus closing a road.

City of Palatka
Building & Zoning
201 N. 2nd Street
Palatka, Florida 32177
386-329-0103 • Fax 386-329-0178

MEMORANDUM

DATE: June 18, 2009

TO: Planning Board

FROM: Jim Lee, Planning Director

SUBJECT: N 16th from Reid Street to St. Johns Ave Street Closing request

As you are aware, this request has been continued several times by the Planning Board, at the applicant's request. The last continuance was approved by the Planning Board on April 24, 2009, until July 7, 2009. Prior continuances had been approved on November 4, 2008, January 6, 2009, February 3, 2009, March 3, 2009, April 7, 2009, and May 5, 2009. The reason for these continuations has been for the applicant to provide the Planning Board with information indicating the amount and direction of traffic on this portion of 16th Street.

Staff had worked with the applicant on gathering this information. But after review, it was determined not to be of sufficient quality to present to the Planning Board. The applicant had indicated that they would begin the process of hiring a traffic engineer to provide this information to the Planning Board.

On June 12, 2009, the applicant informed Staff that they would not be hiring a traffic engineer because of the costs involved, and requested that the street closing be heard by the Planning Board on July 7, 2009. Staff has notified all interested parties of the applicant's intent.

If I can provide any additional information, please let me know.

Application for Street Closing/ Vacating
Street Name Change/Vacating an Easement

This application must be **typed or printed in black ink** and submitted with any required attachments and application fee of $130.00 (Checks payable to the City of Palatka) to:

City of Palatka Planning & Zoning
201 N 2nd Street
Palatka, FL 32177

Application Number: PB - 08-29
Date Received: _____
Hearing date: _____

FOR INFORMATION REGARDING THIS FORM, CALL (386)329-0103

TO BE COMPLETED BY APPLICANT

Street Name and segment of street to be closed/vacated or legal description of easement to be vacated:
N 16th Street - Close segment between Reid street + St. Johns Ave

Street Type:
- ☑ Paved
- ☐ Brick
- ☐ Dirt
- ☐ Unopened

Total length of the street segment/easement:
Care - St. Johns = 1745.17 / Madison - Wapalaw = 2811.17

Total length of street/easement to be closed/vacated:
≈ 329 ft.

Why is the applicant requesting that the street segment/easement be closed or vacated? In an effort to enhance the security of the bussiness' assets and the safety of the business' patrons.

- ☑ **If the applicant owns property adjacent to the street segment/easement, attach copy of recorded deed including parcel number.**
- ☑ **Survey (if required) or drawing of proposed area to be closed/vacated (Attached)**

Owner Name: St. Johns Automotive Real Estate LLC
Owner Address: 1401 Reid St.
Palatka, FL 32177
Phone Number: _____

Agent Name: Juli Holmes
Agent Address: 256 Hwy 17 N
Palatka FL 32177
Phone Number: 386-916-5258

RECEIVED
BY: _____

This application submitted by:

Signature of owner(s): Preston B. Sloan Member/Manager St. Johns Automotive Rea Estate, LLC

Print owner(s) names(s): Preston B Sloan

Signature of Agent(s): Juli Holmes

Print Agent(s) names: Juli Holmes

STATE OF FLORIDA
County of Putnam

Before me this day personally appeared Preston B Sloan/ Juli Holmes who executed the foregoing application and acknowledged to and before me that Preston B Sloan/Juli H executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 1st day of OCTOBER A.D. 2008.

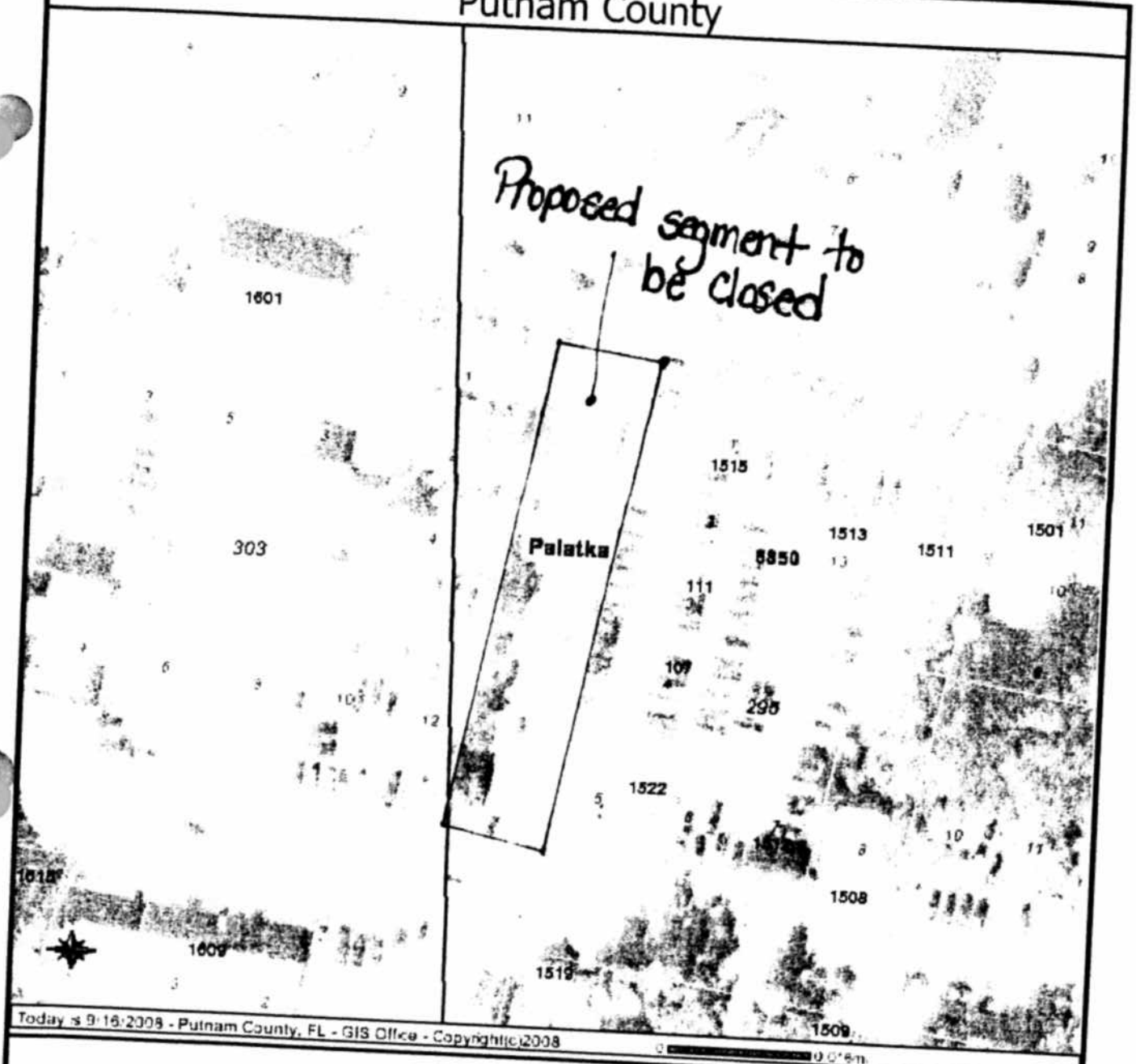
MICHAEL L. FLANDERS JR.
MY COMMISSION # DD 702410
EXPIRES: September 28, 2011
Bonded Thru Notary Public Underwriters

Notary Public

My commission expires: 09-28-2011 State of Florida at Large

FOR OFFICIAL USE ONLY			
Date Submitted	Received By:		Preliminary review by:
Sign(s) Posted Date: By:	Surrounding property owners notices sent: Date: By:	Legal Ad Ran: Date:	Attachments Reviewed: ☐ Legal Description ☐ Copy of Recorded Deed ☐ Fees

Putnam County



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Putnam County GIS
P.O. Box 307
Palatka, FL 32178

Legend
Community Name
Addresses
Block Number
Lot Number
Township Range
Hydrography
Parcels
Subdivisions
Municipal Boundary
2006 Aerials

Disclaimer: All provided Putnam County GIS data are to be considered a generalized spatial representation that is subject to revisions. This information is provided as a visual representation only and is not to be used as a legal or official representation of legal boundaries. The Putnam County Board of County Commissioners as well as the constitutional offices including the Clerk of the Court, Property Appraiser, Sheriff, Supervisor of Elections, and Tax Collector assume no responsibility associated with its misuse.

CHARLIE CRIST
GOVERNOR

Florida Department of Transportation

3600 DOT Road
St. Augustine, FL 32084

STEPHANIE C. KOPELOUSOS
SECRETARY

June 24, 2008

Beck Automotive
256 US 17
Palatka, FL 32177
Attention: Juli Holmes

Dear Juli,

Per our meeting and conversations, we do not oppose the closing of 16th Street at SR 15 (US 17); however, the City of Palatka must make the final approval. If you move forward with this proposal, you will need to obtain a permit for the work within the department's right of way necessary to facilitate the street closure.

If you have any questions, please feel free to call me at (904) 825-5023.

Sincerely,

CB Walker

Connie B. Walker
Maintenance Permits Manager

City of Palatka
Utilities Dept.
1010 Ocean St.
Palatka Fl 32177

Memo

To: Debbie Banks, Assistant Planning Director

From: Ed Chandler, Superintendent of Streets

CC: file

Date: 10/10/2008

Re: 100 block of N. 16th St.

This portion of 16th St. contains storm catch basins and a storm line from St. Johns Ave. to Reid St. If the road is closed we would need an easement over the storm lines for maintenance.

Ed Chandler, Superintendent

Ed Chandler

10/10/08

City of Palatka
Utilities Dept.
1010 Ocean St.
Palatka Fl 32177

Memo

To: Debbie Banks, Assistant Planning Director

From: Rhett McCamey, Superintendent of Utilities

CC: file

Date: 10/9/2008

Re: 100 Block of N.16th St. Closure

The Water and Sewer Dept. have a 2" galvanized water line and 6" clay sewer line in the 100 block of N.16TH St. They no longer serve anything since the houses have been torn down. If the street is closed we can cap off these old lines.

Rhett McCamey, Superintendent

Rhett H. McCamey

1601
303
2"
galv
6"
vcp
1515
1513
1511
1501
111
Palatka
295
1522
1508
1509
1501

October 7, 2008

To: Asst. Planner

Fm: CBO

Re: Case 8-29

The only thing I can think of that would hinder closure would be utility lines if any. If FP&L and AT&T, Palatka Gas and city Public Works have no issues, I approve.

10/10/C

MEMORANDUM

TO: JIM LEE, PLANNING DIRECTOR

FROM: GARY GETCHELL, CHIEF OF POLICE

SUBJECT: **POLICE DEPARTMENT REVIEW OF PROPOSED STREET CLOSURE OF S. 16TH STREET BETWEEN REDI STREET AND ST. JOHNS AVENUE**

DATE: OCTOBER 9, 2008

CC CMDR FELLS, FILE

The Police Department is not opposed to the closure of 16th Street between Reid Street and St. Johns Avenue; however, the closure of any street does affect the routes utilized for public safety response. Obviously, the closure would require first responders to use alternate routes to respond to calls-for-service, but should not increase overall response times.

1010 Ocean Street
Palatka, FL 32177
Tel. (386) 329-0107
Fax (386) 326-2788

City of Palatka Public Works

Sanitation/Streets Division

To: **Debbie Banks, Assistant Director PZ & B**

From: Woody Boynton, Public Works Director

Date: October 22, 2008

RE: N. 16th Street between Reid Street and St. Johns Ave.

We take no exception to vacating this portion of N. 16th Street as long as the City is given an easement over the utilities currently existing at this location. The transfer should also include that no permanent structures may be built upon the property. However, without a site plan to review, it is difficult to make a comprehensive review of the proposal and ensure that appropriate safety measures are taken at St. Johns Ave and Reid Street (i.e. signage, curbing etc.). Therefore, we request that a site plan be submitted and reviewed prior to the property being vacated.

It would be appropriate to conduct traffic counts in this area to determine what affects closing the street would have on other residents or commercial users in the area. It is recommended that this traffic count include turning traffic into Beck's Service Center as it appears that much of the traffic currently using this street is for access to the service center. Cut-through traffic for areas south of this location can still be maintained at 15th or 17th Street and turn lanes exist at both intersections with Reid Street.

It is my understanding that a letter has been received from FDOT indicating that they take no exception to the lane closure. A permit from the FDOT should be solicited by the applicant and any conditions of the permit incorporated into the City's permit.

Should you have any questions, please call.

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

Motion made by Randy Braddy and seconded by Sue Roskosh to approve the minutes of the August 4, 2009 meeting. All present voted affirmative, motion carried.

Debbie Banks read **"To Appeal Any Decision."**

Carl Stewart requested that disclosure of any **"Ex Parte Communication"** be made prior to each case.

OLD BUSINESS

Case PB 08-29

Address:	N. 16th Street between St. Johns Avenue and Reid Street
Applicant:	St. Johns Automotive Real Estate LLC
Agent:	Juli Holmes
Request:	to close that portion of N. 16th Street from Reid Street to St.Johns Ave.

(Public Hearing)

Ms. Banks advised that this case was re-noticed and re-advertised, as the case was not continued to a date specific at the last meeting, and that she did not receive any comments from the general public since the new notifications.

Ms. Juli Holmes, 256 N. Highway 17 - Agent for the owner, stated that she spoke with Captain Beaton of the Sheriff's department in an effort to obtain the data requested and was advised that it would not be an extremely accurate report, as their system is designed to dispatch only. In the event of an emergency in that portion of N. 16th Street, the call for emergency service would most likely come from the dealership, and the emergency response vehicles would be dispatched to their Reid Street address.

Breck Sloan, 256 Highway 17 N., representing St. Johns Automotive Real Estate LLC, shared a rendering of the proposed site plan. He stated the one item not on the proposed plan was the fencing, that it would be further considered.

Mr. Braddy asked whether the location on the drawing for water retention was a result of engineering and the storm water basins that are located on that portion of N 16th St. or was it hypothetical.

Case PB 08-29 - continued

Mr. Sloan advised that it was purely a hypothetical location, that it was just put on the drawing representing the most logical spot, as they have not yet hired an engineer or gone through the Water Management process. He addressed one of the concerns that were brought up at the last meeting by St. Johns Auto Body, the inconvenience to their business and the ability to allow the large wrecker/tow trucks to ingress and egress their property. He stated that they researched the size of 15th and 17th Streets, stating that they are very wide and then shared a short video presentation of a large tow truck towing a tractor trailer, focusing on the radius needs of the large tow being met (viewed from the S. E. corner of St. Johns Ave and the 17th Street intersection, as well as the S.E. corner of 15th and St. Johns Ave). He ended by saying that they acknowledge a minor inconvenience to St. Johns Auto Body to have to make an extra turn and wants to cooperate in any fashion they can as not to impede too much on their business.

Jason Brown, 1609 St. Johns Ave. showed pictures depicting the difficulty he has had with large tows, such as the log truck they towed following the tragedy of the East Palatka Fruit Market recently. He explained the difficulty they had meeting the required turning radius, stating that they had to stop traffic to make the turns. He forwarded a signed petition from neighboring residences on 16th St. and the businesses on each corner of St. Johns Ave. in opposition of this request. He ended by saying that he would also be concerned about the drainage in that area of N. 16th Street as there are currently 7 drains on that street and there is still flooding there with heavy rains.

Kent Scroggins, owner of St. Johns Auto Body at 1609 St. Johns Ave., spoke in opposition. He stated that there is a lot more traffic on St. Johns Avenue than there used to be and the traffic uses those cross streets to get to Reid St. If the cross streets are closed it will back up traffic on St. Johns Ave. He referred to today's economy and the unoccupied dealership buildings in Green Cove Springs, stating that two city blocks is not enough to grow a dealership. He ended by saying that we need to grow the town and that closing an improved road would have a lasting effect on the city and its citizens.

Larry Batts, 112 S. 17th Street, spoke in opposition of the request. He agreed with previous statements made by the last two persons. He stated that he would be concerned of safety in an emergency situation by taking away a cross road, a life could be lost as every second counts in an emergency and he does not think it is fair to close a road just because the property owner wants it that way.

Wayne Bullock of WPLK stated that he is located on 15th Street, and has no objections to the request and that we need to keep that business right where it is.

Phil Leary stated that originally his adamancy of not closing the road was safety, and with looking at the site plan proposed with regards to drainage and ingress and egress and traffic flow in the system, he believes positives will out weight the negatives and that we need to foster land development and redevelopment.

Case PB 08-29 - continued

Ms. Roskosh disagreed with what Mr. Leary had to say, stating that she believes that we will be creating more problems closing a street that is used so much and that it would be a handicap to those that are in that area.

Zachary Landis advised that he was able to obtain a report from the Sheriff's department, and there were three reported accidents in the past three years all occurring at lunch time by the dealership employees and he did not believe that there was a traffic safety issue. That while we are a growing community, a small change on a teetering economy can have a devastating effect on the existing businesses located around that area. He ended by saying that as he would love to have the dealership in the City, we need to think about the people, if they have a plan B some of the other business that are located down there may not and we cannot make one business better than the other.

Mr. Stewart stated that the Planning Board does not relish giving away any public right-of-way.

Randy Braddy commented that he believed that it was terribly unfair in this economy for a large corporate entity to make these demands on the dealership after the taxpayers of this country have preformed a quadruple bypass to keep them in business. He believes it is far removed from the old anthem "Chevrolet – The Heart Beat of America" although he appreciates the dealer trying to control expenses in presenting this to the Planning Board at the same time, to consider a substantial request where you have to rely on precedence and good judgment where you do not have a clear ability to define a major issue such as safety, or succinctly define the traffic flow through there, as well as, the storm water issues that are going to be substantial. He ended by saying that without specific procedural guidelines to go by you must use the best judgment you can. He would not be for closing this street.

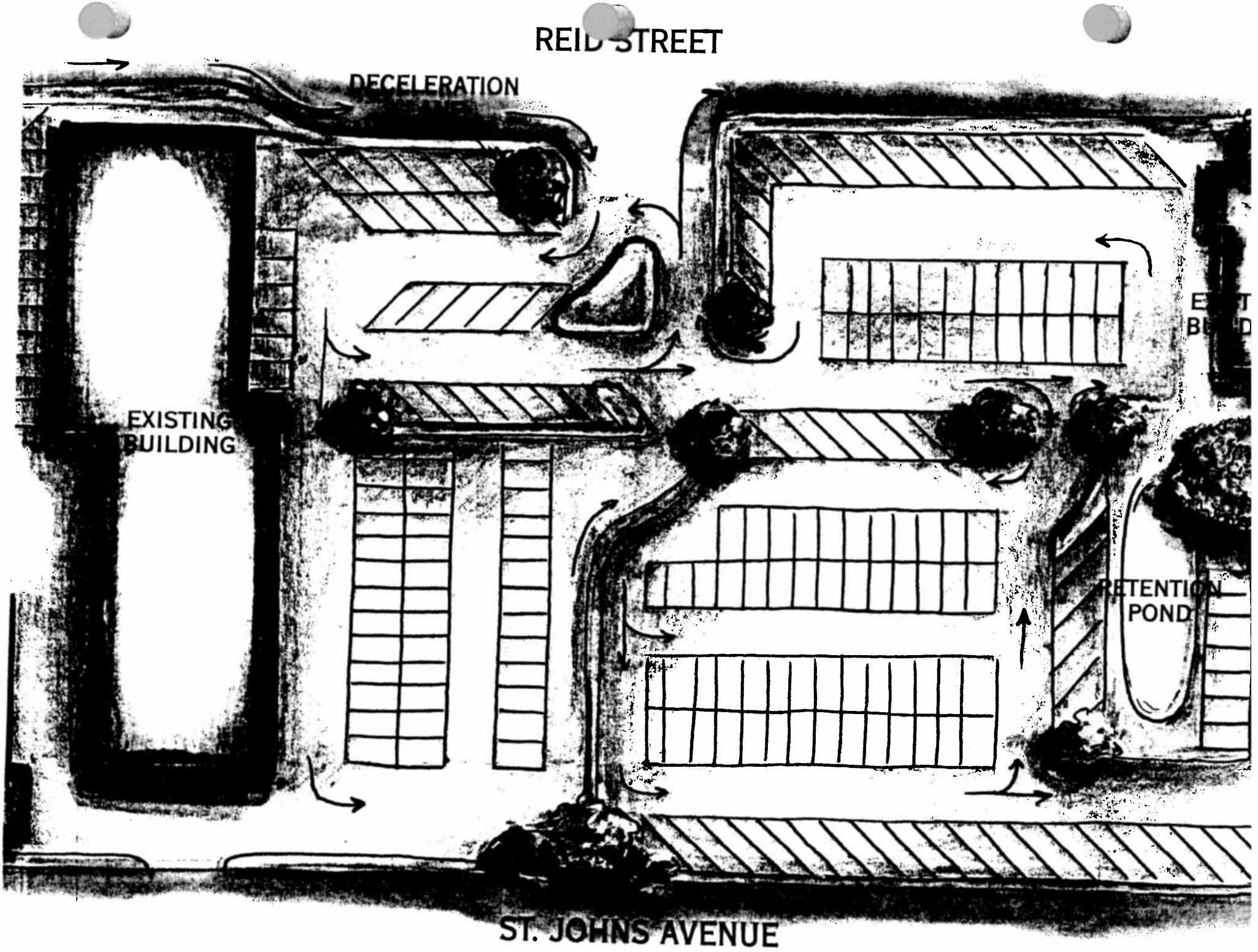
(Regular Meeting)

Motion made by Randy Braddy and seconded by Anthony Harwell to deny the request to close that portion of N. 16th Street from Reid Street to St. Johns Ave. All present voted, motion carried with 7 yeas and 1 nay.

NEW BUSINESS

Case PB 09-21

Address:	815 S. State Rd. 19
Parcel:	11-10-26-0000-0574-0043
Applicant:	FWI 5 LLC co/Bruce Strumph Inc.
Agent:	Sophannary Tang & Thai Hok
Request:	for a Conditional Use to operate an indoor entertainment facility in a C-2 zoning district


REID STREET
DECELERATION
EXISTING BUILDING
RETENTION POND
ST. JOHNS AVENUE

St. Johns Auto Body

1609 St. Johns Ave Palatka, Fl 32177
Shop#(386)328-4688 Fax (386)325-6272

This petition is to stop the forgoing closer of 16th st between Hwy 17 & St Johns Ave.

Surrounding Business Owners NAME	Ph#	Home Owners And Renters NAME	Ph#
Herman Noles	386-329-9135	[illegible] Inc	386-325-5095
Robin Anderson	386-326-1298		
Bill Whitlock	386-546-8622		
Pat Davis	386-328-9092		
Charles Dein	910 585-8334		
Brenda Gregory	[illegible]-213-8568		
Calvin G Griffin	386-325-5176	Griffin Seat Cover	
[illegible]	Same	Same	
William R. Clark	386-325-0112	Dominos Pizza	386-325-0112
John Carver	386-325-0112		
[illegible] Hecce	386-325-0112		
Joseph Hartwig	386-325-0112		
Alan Boone	386-325-5942		
Edie Wilson	3293950		
Leo Dang	328 1953	Palatka Buffet	328-1953
Mary Rivera			
Eileen McMillan	328-1468	Palatka, Fla	
Dwayne Simon	325-5701	Palatka, Fla	
Sylvia Simon	325-5701	Fal, Fl	
Darrell Simon	325-5701	Fal, FL	
Sinda Noles	329-9135	PALATKA	
Frank Burker	649-4687	Palatka	
Rich Hall	326-0189	"	328-7219
Patrick L Smith	328-7219	Mennie Wiles	328-7219
		Viola L Major	328-7219

St. Johns Auto Body

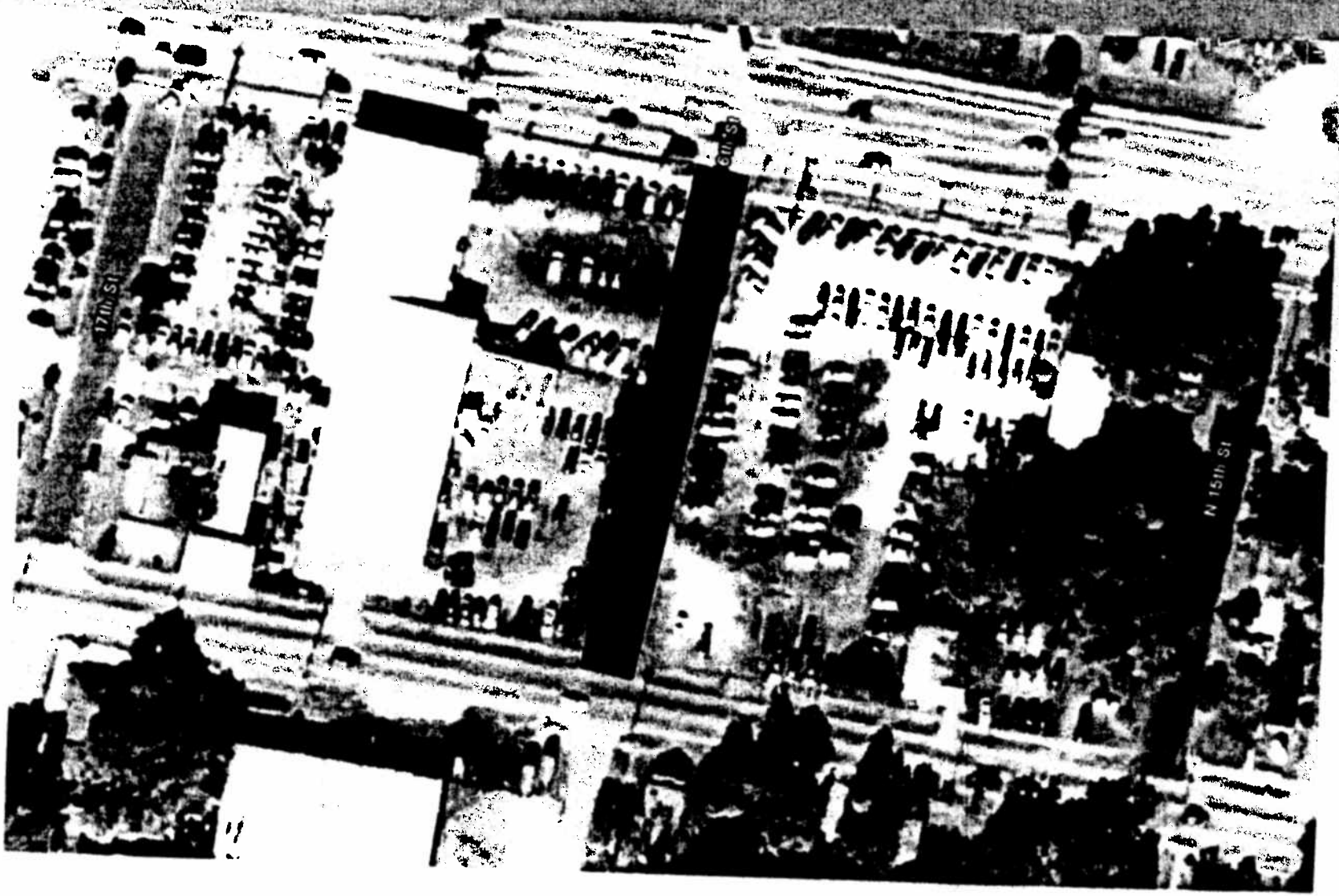
1609 St. Johns Ave Palatka, Fl 32177
Shop#(386)328-4688 Fax (386)325-6272

This petition is to stop the forgoing closer of 16th st between Hwy 17 & St Johns Ave.

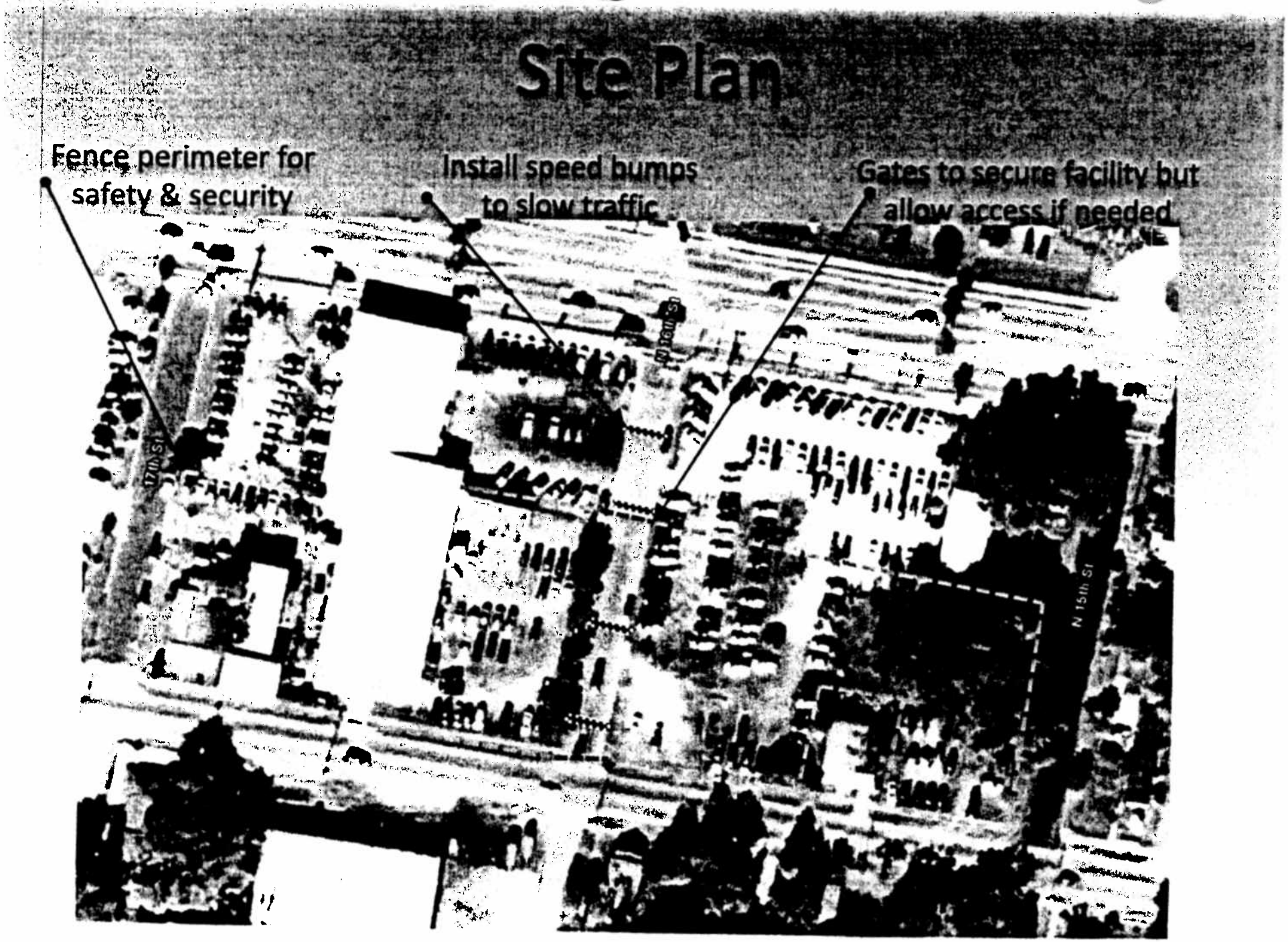
Surrounding Business Owners		Home Owners And Renters	
NAME	Ph#	NAME	Ph#
Juanita Brinson	386 325-9563	WEEKS, Roxanne	(904) 209-8144
		Billy Ehlert	386 937 3882
Nell Scully	386 325-5809	Tammie Holbrook	386-546-2008
Kim Seigle Hardy	386-328-5882		

Olive St
N 14th St
N 13th St
Madison St
19th St
Main St
N 18th St
N 17th St
100
N 19th St
17
Reid St
N 15th St
14th St
St Johns Ave
S 18th St
S 17th St
S 16th St
S 15th St
S 14th St
S 13th St
Gillis St
S 19th St
Oak St
Laurel St
© 2008 Tele Atlas
Pointer
Streaming
Eye alt

Segment Proposed to Close



Site Plan


Fence perimeter for safety & security
Install speed bumps to slow traffic
Gates to secure facility but allow access if needed
N 15th St

PUTNAM COUNTY
PUBLIC WORKS

223 Putnam County Blvd.
East Palatka, FL 32131
386-329-0346

Untitled Vo
Site Code: 00000000000000016009
Station ID: 00000000000000000000
SOUTH 16TH STREET BETWEEN
ST. JOHNS AVE. AND REID STREET
Latitude: 0' 0.000 Undefined

Start Time	Mon 22-Jan-07	Tue 23-Jan-07	Wed 24-Jan-07	Thu 25-Jan-07	Fri 26-Jan-07	Average Day	Sat 27-Jan-07	Sun 28-Jan-07	Week Average
12:00 AM	•	•	5	2	7	5	8	3	5
01:00	•	•	1	2	1	1	6	8	4
02:00	•	•	0	1	2	1	2	3	2
03:00	•	•	2	0	0	1	0	5	1
04:00	•	•	2	1	2	2	0	2	1
05:00	•	•	5	5	1	4	3	1	3
06:00	•	•	15	10	18	14	7	1	10
07:00	•	•	18	28	42	29	12	4	21
08:00	•	•	36	38	41	38	26	9	30
09:00	•	•	26	40	32	33	29	24	30
10:00	•	•	40	48	48	45	26	23	37
11:00	•	•	52	46	60	53	36	22	43
12:00 PM	•	48	46	44	48	46	18	33	40
01:00	•	60	38	56	54	52	20	20	41
02:00	•	60	44	40	48	48	29	24	41
03:00	•	42	46	60	45	48	29	28	42
04:00	•	55	49	48	44	49	20	22	40
05:00	•	42	63	54	48	52	16	33	43
06:00	•	24	38	24	39	31	17	28	28
07:00	•	33	29	22	21	26	19	19	24
08:00	•	14	16	15	15	15	16	12	15
09:00	•	10	14	14	14	13	12	14	13
10:00	•	4	3	6	16	7	9	9	8
11:00	•	6	2	6	11	6	20	3	8
Day Total	0	398	590	610	657	619	380	350	530
% Avg. WkDay	0.0%	64.3%	95.3%	98.5%	106.1%				
% Avg. Week	0.0%	75.1%	111.3%	115.1%	124.0%	116.8%	71.7%	66.0%	
AM Peak			11:00	10:00	11:00	11:00	11:00	09:00	11:00
Vol.			52	48	60	53	36	24	43
PM Peak		13:00	17:00	15:00	13:00	13:00	14:00	12:00	17:00
Vol.		60	63	60	54	52	29	33	43

PUTNAM COUNTY
PUBLIC WORKS

223 Putnam County Blvd.
East Palatka, FL 32131
386-329-0346

Untitled Vo
Site Code: 00000000000000016009
Station ID: 00000000000000000000
SOUTH 16TH STREET BETWEEN
ST. JOHNS AVE. AND REID STREET
Latitude: 0° 0.000 Undefined

Start Time	Mon 29-Jan-07	Tue 30-Jan-07	Wed 31-Jan-07	Thu 01-Feb-07	Fri 02-Feb-07	Average Day	Sat 03-Feb-07	Sun 04-Feb-07	Week Average
12:00 AM	1	0	•	•	•	0	•	•	0
01:00	0	0	•	•	•	0	•	•	0
02:00	1	1	•	•	•	1	•	•	1
03:00	1	2	•	•	•	2	•	•	2
04:00	3	1	•	•	•	2	•	•	2
05:00	5	5	•	•	•	5	•	•	5
06:00	11	16	•	•	•	14	•	•	14
07:00	34	35	•	•	•	34	•	•	34
08:00	34	37	•	•	•	36	•	•	36
09:00	43	30	•	•	•	36	•	•	36
10:00	32	40	•	•	•	36	•	•	36
11:00	**54**	**47**	•	•	•	**50**	•	•	**50**
12:00 PM	42	8	•	•	•	25	•	•	25
01:00	49	•	•	•	•	49	•	•	49
02:00	52	•	•	•	•	52	•	•	52
03:00	**54**	•	•	•	•	**54**	•	•	**54**
04:00	38	•	•	•	•	38	•	•	38
05:00	54	•	•	•	•	54	•	•	54
06:00	27	•	•	•	•	27	•	•	27
07:00	24	•	•	•	•	24	•	•	24
08:00	19	•	•	•	•	19	•	•	19
09:00	7	•	•	•	•	7	•	•	7
10:00	12	•	•	•	•	12	•	•	12
11:00	6	•	•	•	•	6	•	•	6
Day Total	603	222	0	0	0	583	0	0	583
% Avg. WkDay	103.4%	38.1%	0.0%	0.0%	0.0%				
% Avg. Week	103.4%	38.1%	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	
AM Peak	11:00	11:00				11:00			11:00
Vol.	54	47				50			50
PM Peak	15:00	12:00				15:00			15:00
Vol.	54	8				54			54
Grand Total	603	620	590	610	657	1202	380	350	1113
	ADT	ADT 532		AADT 532					

Case PB 08-29 – 16th Street closing request

Two cameras were utilized to provide an accounting of traffic on S 16th Street to include where the traffic was coming from and where it was going. Camera 31 captured S 16th Street from the service driveway to the intersection of Reid Street and 16th. Camera 26 captured that traffic at the intersection of S 16th Street and St. Johns Avenue but did not provide information on where the traffic came from traveling toward St. Johns Avenue or where the traffic went once out of camera range when turning off St. Johns Avenue.

March 10, 2009 was the only day captured by the cameras when the traffic counters were also in place on S 16th Street. Trips were counted from 7:00AM to 9:00AM and from 4:00PM to 6:00PM.

Camera 26 and 31 from 7:00AM to 9:00AM:

- 35 vehicles entered from St. Johns Avenue
- 25 vehicles entered from Reid Street
- **60 vehicles entered 16th Street**
- **43 vehicles passed thru**
- Internal trips were not counted

43 of the 60 vehicles (72%) that entered from either St. Johns Avenue or Reid Street passed thru during this time period.

Camera 26 and 31 from 4:00PM to 6:00PM:

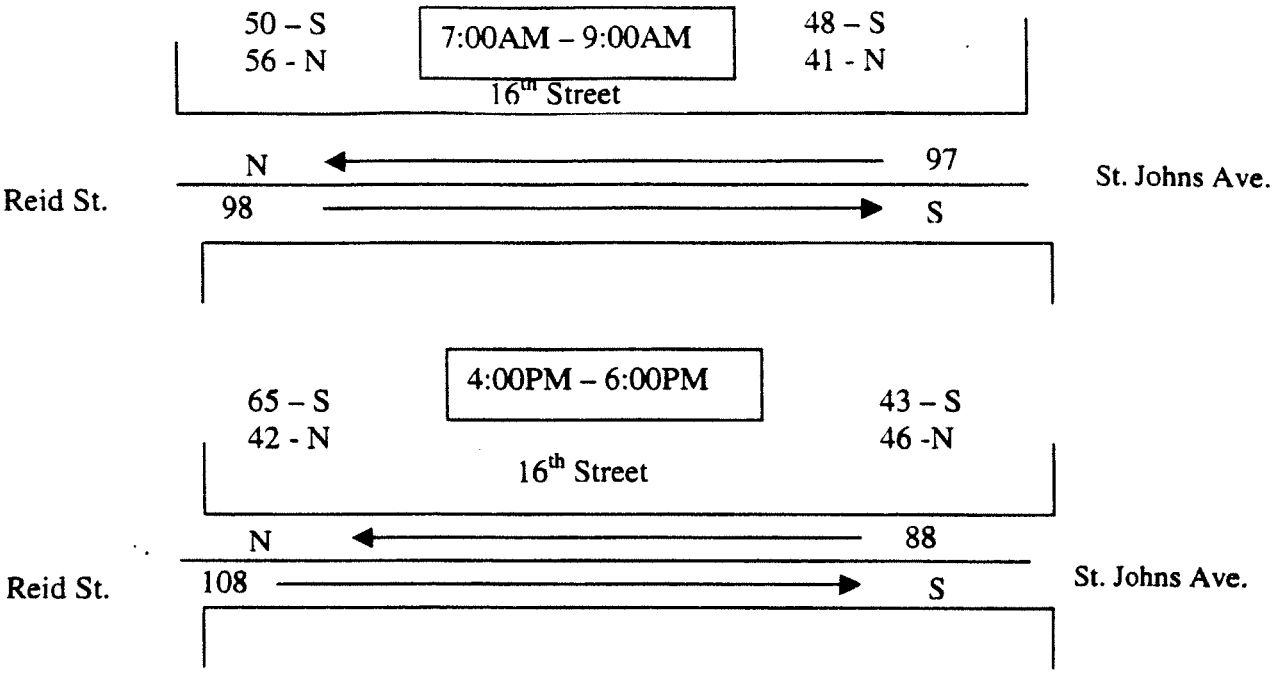
- 43 vehicles entered from St. Johns Avenue
- 54 vehicles entered from Reid Street
- **97 vehicles entered 16th Street**
- **71 vehicles passed thru**
- Internal trips were not counted

71 of the 97 vehicles (73%) that entered from either St. Johns Avenue or Reid Street passed thru during this time period.

The City Manager requested traffic counters from Putnam County Public Works be placed on 16th Street. The March 10, 2009 counter data is as follows:

Time	Counter nearest St. Johns Ave.		Counter nearest Reid St.		Total North	Total South
	North	South	North	South		
7:00AM - 8:00AM	27	23	31	19	58	42
8:00AM – 9:00AM	14	25	25	31	39	56
	41	48	56	50	97	98
4:00PM – 5:00PM	32	35	32	36	64	71
5:00PM - 6:00PM	14	8	10	29	24	37
	46	43	42	65	88	108

The majority of all trips are passing through from Reid St. to St. Johns Avenue or vice versa.



Florida Department of Transportation

CHARLIE CRIST
GOVERNOR

3600 DOT Road
St. Augustine, FL 32084

STEPHANIE C. KOPELOUSOS
SECRETARY

June 24, 2008

Beck Automotive
256 US 17
Palatka, FL 32177
Attention: Juli Holmes

Dear Juli,

Per our meeting and conversations, we do not oppose the closing of 16th Street at SR 15 (US 17); however, the City of Palatka must make the final approval. If you move forward with this proposal, you will need to obtain a permit for the work within the department's right of way necessary to facilitate the street closure.

If you have any questions, please feel free to call me at (904) 825-5023.

Sincerely,

CB Walker

Connie B. Walker
Maintenance Permits Manager

1010 Ocean Street
Palatka, FL 32177
Tel. (386) 329-0107
Fax (386) 326-2788

City of Palatka Public Works

Sanitation/Streets Division

To: **Debbie Banks, Assistant Director PZ & B**

From: Woody Boynton, Public Works Director

Date: October 22, 2008

RE: N. 16th Street between Reid Street and St. Johns Ave.

We take no exception to vacating this portion of N. 16th Street as long as the City is given an easement over the utilities currently existing at this location. The transfer should also include that no permanent structures may be built upon the property. However, without a site plan to review, it is difficult to make a comprehensive review of the proposal and ensure that appropriate safety measures are taken at St. Johns Ave and Reid Street (i.e. signage, curbing etc.). Therefore, we request that a site plan be submitted and reviewed prior to the property being vacated.

It would be appropriate to conduct traffic counts in this area to determine what affects closing the street would have on other residents or commercial users in the area. It is recommended that this traffic count include turning traffic into Beck's Service Center as it appears that much of the traffic currently using this street is for access to the service center. Cut-through traffic for areas south of this location can still be maintained at 15th or 17th Street and turn lanes exist at both intersections with Reid Street.

It is my understanding that a letter has been received from FDOT indicating that they take no exception to the lane closure. A permit from the FDOT should be solicited by the applicant and any conditions of the permit incorporated into the City's permit.

Should you have any questions, please call.

October 7, 2008

To: Asst. Planner

Fm: CBO

Re: Case 8-29

The only thing I can think of that would hinder closure would be utility lines if any. If FP&L and AT&T, Palatka Gas and city Public Works have no issues, I approve.

City of Palatka
Utilities Dept.
1010 Ocean St.
Palatka Fl 32177

Memo

To: Debbie Banks, Assistant Planning Director

From: Ed Chandler, Superintendent of Streets

CC: file

Date: 10/10/2008

Re: 100 block of N. 16th St.

This portion of 16th St. contains storm catch basins and a storm line from St. Johns Ave. to Reid St. If the road is closed we would need an easement over the storm lines for maintenance.

Ed Chandler, Superintendent

Ed Chandler

10/10/08

City of Palatka
Utilities Dept.
1010 Ocean St.
Palatka Fl 32177

Memo

To: Debbie Banks, Assistant Planning Director

From: Rhett McCarney, Superintendent of Utilities

CC: file

Date: 10/9/2008

Re: 100 Block of N.16th St. Closure

The Water and Sewer Dept. have a 2" galvanized water line and 6" clay sewer line in the 100 block of N.16TH St. They no longer serve anything since the houses have been torn down. If the street is closed we can cap off these old lines.

Rhett McCarney, Superintendent

Rhett H. McCarney

MEMORANDUM

TO: JIM LEE, PLANNING DIRECTOR

FROM: GARY GETCHELL, CHIEF OF POLICE

SUBJECT: **POLICE DEPARTMENT REVIEW OF PROPOSED STREET CLOSURE OF S. 16TH STREET BETWEEN REDI STREET AND ST. JOHNS AVENUE**

DATE: OCTOBER 9, 2008

CC CMDR FELLS, FILE

The Police Department is not opposed to the closure of 16th Street between Reid Street and St. Johns Avenue; however, the closure of any street does affect the routes utilized for public safety response. Obviously, the closure would require first responders to use alternate routes to respond to calls-for-service, but should not increase overall response times.

at&t

Pete Hassett
Area Mgr Osp Plng & Eng Design
900 Nova Rd
Daytona Beach, FL 32117

December 16, 2008

Juli Holmes
256 Hwy 17 N
Palatka, FL 32177

of: 386.328.8863 ext. 172

Subject: ***Petition to vacate Streets and Right of Ways:***
Abandon a portion of N 16th St between Reid St and St. John's Av located in Putnam County, FL. The street borders the following parcels.
PARCELID 37-10-26-6850-3030-0010
PARCELID 42-10-27-6850-2950-0010
PARCELID 42-10-27-6850-2950-0030
PARCELID 42-10-27-6850-2950-0040
PARCELID 42-10-27-6850-2950-0050

To Ms. Holmes:

Our engineering department has reviewed the above referenced request. Presently, AT&T has existing facilities in the area. AT&T objects to the abandonment of the above referenced Right of Way unless a utility easement is recorded or arrangements are made to have the facilities placed out of service. The approximate cost to have the facilities placed out of service is $750.00.

If further assistance is needed, please do not hesitate to call, **Earl Beck**, at **386.257.7994**.

Thank You,

Pete Hassett
Area Mgr Osp Plng & Eng Design

DOC & BAC Inc
114 Lisa Lane
Palatka FL 32177

June 23, 2008

To Whom It May Concern:

I am the owner of the strip mall located at 1606 Reid Street. I am writing this letter in support of the closure of Sixteenth Street. I understand that St. Johns Chevrolet Pontiac Buick GMC LLC would like to close the street to thru traffic in an effort to increase security to the premises as well as gain the ability to provide a safer environment for the patrons who are shopping on the car lots.

As a business owner in the same general vicinity I certainly understand the need to increase security and the concern for safety as expressed. I do not see the closure of Sixteenth Street causing any harm to me, my business or my patrons. There are plenty of suitable alternatives for the vehicles that are currently using Sixteenth Street; both Fifteenth and Seventeenth streets are readily accessible for daily traffic and both routes are as convenient a route as Sixteenth Street.

Thank you very much for your time.

Sincerely,

Gregory Bacon
DOC & BAC Inc

Wayne & Barbara Bullock
1428 St. Johns Ave
Palatka FL 32177

June 23, 2008

To Whom It May Concern:

I am the owner of the building located at 1428 St. Johns Avenue. I am writing this letter in support of the closure of Sixteenth Street. I understand that St. Johns Chevrolet Pontiac Buick GMC LLC would like to close the street to thru traffic in an effort to increase security to the premises as well as gain the ability to provide a safer environment for the patrons who are shopping on the car lots.

As a business owner in the same general vicinity I certainly understand the need to increase security and the concern for safety as expressed. I do not see the closure of Sixteenth Street causing any harm to me, my business or my patrons. There are plenty of suitable alternatives for the vehicles that are currently using Sixteenth Street; both Fifteenth and Seventeenth streets are readily accessible for daily traffic and both routes are as convenient a route as Sixteenth Street.

Thank you very much for your time.

Sincerely,

Wayne Bullock

Randal S Matthews Inc
1202 Carr Street
Palatka, FL 32177

June 23, 2008

To Whom It May Concern:

I am the owner of the Matthews Business Park located at 1400 Reid Street. I am writing this letter in support of the closure of Sixteenth Street. I understand that St. Johns Chevrolet Pontiac Buick GMC LLC would like to close the street to thru traffic in an effort to increase security to the premises as well as gain the ability to provide a safer environment for the patrons who are shopping on the car lots.

As a business owner in the same general vicinity I certainly understand the need to increase security and the concern for safety as expressed. I do not see the closure of Sixteenth Street causing any harm to me, my business or my patrons. There are plenty of suitable alternatives for the vehicles that are currently using Sixteenth Street; both Fifteenth and Seventeenth streets are readily accessible for daily traffic and both routes are as convenient a route as Sixteenth Street.

Thank you very much for your time.

Sincerely,

Randall S. Matthews

Randy Matthews
Randal S Matthews Inc

FLEET & ASSOCIATES
ARCHITECTS/PLANNERS, INC.

Robert S. Fleet, AIA
Janis K. Fleet, AICP AA C001226

CLOSURE OF 16TH STREET FROM ST. JOHNS AVENUE TO REID STREET

The Beck GM Dealership has requested the closure of 16th Street, for 1 block between Reid and St. Johns Avenue, to allow the dealership to remain at its current location at 1601 Reid Street. The failure to close 16th Street, would create a hardship for the Beck Dealership. Following is a list of issues for consideration by the City Commission related to the road closure:

- **The Street Closure is a Requirement to Maintain the Dealership**
  - General Motors (GM) is in the process of closing approximately 40% of its dealerships nationwide. The Beck GM dealership has been selected to continue its operation.
  - GM does not allow a dealership to be divided by a right of way.
  - A requirement for the dealership to continue to exist is to upgrade and renovate the existing dealership to meet new standards.

- **Economic Impact of the Dealership**
  - The dealership pays property taxes to the City of Palatka.
  - Beck GM dealership provides jobs for 100 employees

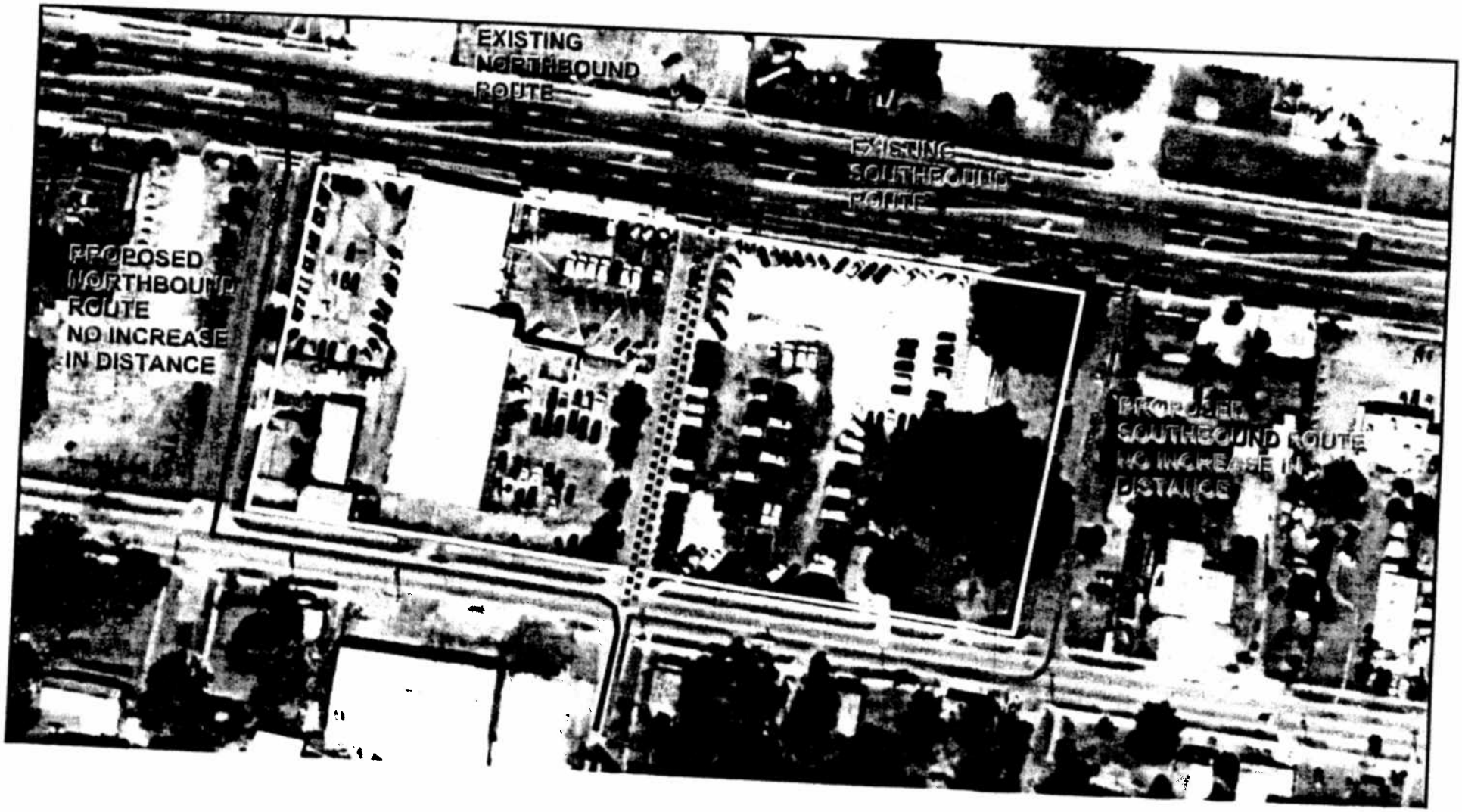
- **Development/Redevelopment of Reid Street/St. Johns Avenue**
  - If the dealership closes, the property could be vacant for many years, which would be an eye sore for the City.
  - In Green Cove Springs, property previously occupied by automobile dealerships, has remained vacant for over 6 years.
    - One of the goals of Green Cove Springs Tomorrow's Vision Plan was to promote the redevelopment of the vacant dealerships
  - The renovation of the dealership would promote continued redevelopment of the Reid Street/St. Johns Avenue corridor.

- **Impact on Traffic Patterns**
  - No additional travel distance because cars must turn on Reid Street.
  - 16th Street is closed north of Reid Street.
  - 16 Street is only open for 3 blocks south of the dealership.
  - 15th and 17th Streets are through/collector streets.

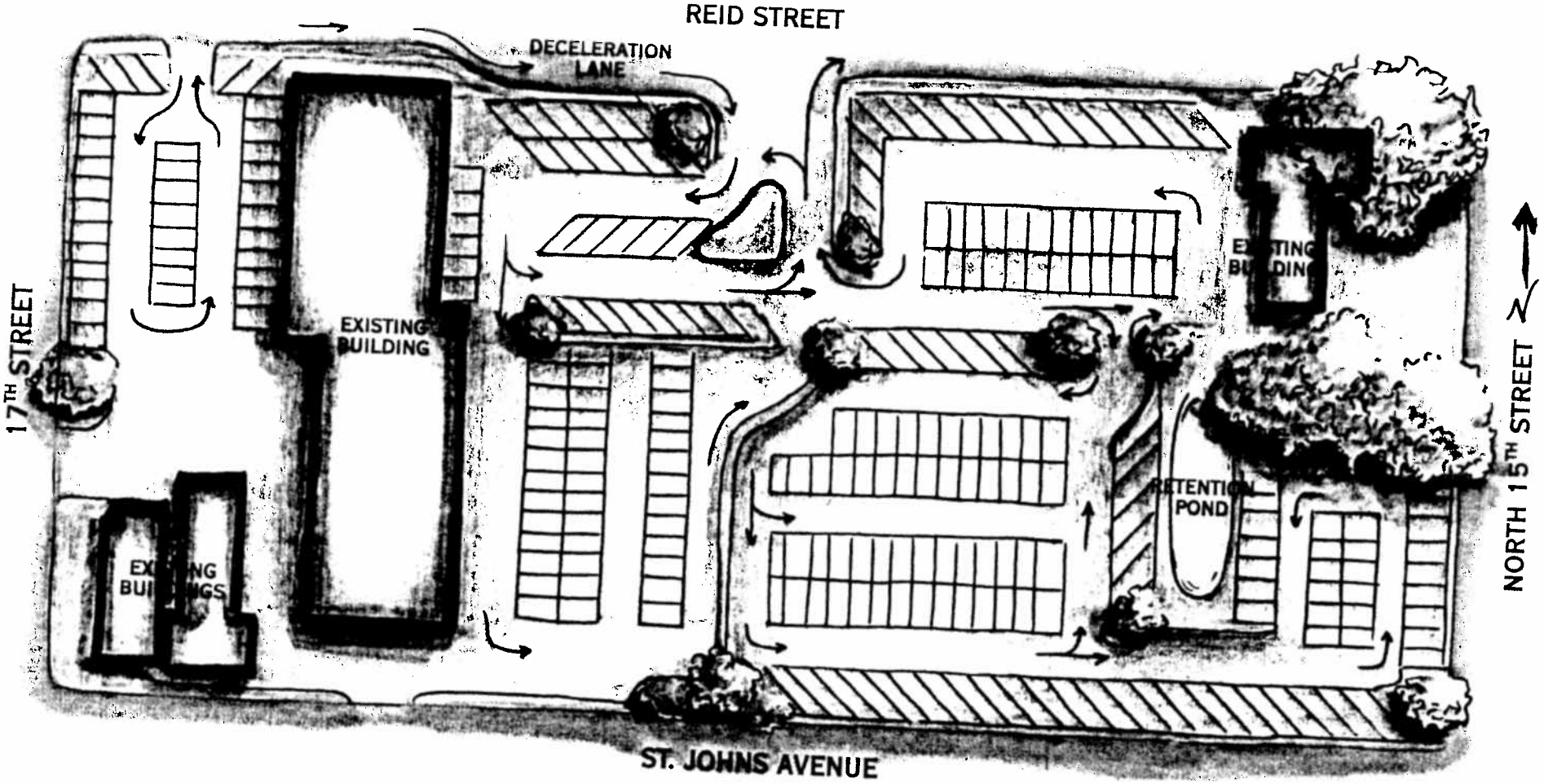
4041 Sunbeam Road • Jacksonville, Florida 32257 • (904) 730-8103 • FAX 730-8105

- **Benefit of Renovated Dealership**
  - Improved visual appearance.
  - Construction jobs created.
  - Increased property taxes.
  - Increased safety to customers.

- **Conditions to the Road Closure offered by the Beck GM Dealership**
  - Beck will provide an easement to the City for access to any utilities.
  - No structures will be constructed on closed right of way.
  - The order for road closure will contain a reverter clause, that if the current Beck ownership group sells the dealership or vacates the property in any way, 16th Street would be dedicated back to the City and the right of way reconstructed to its 2009 condition at the dealership's expense.
  - Beck will pay the City the assessed value of the property acquired through the road closure.


EXISTING
NORTHBOUND
ROUTE
EXISTING
SOUTHBOUND
ROUTE
PROPOSED
NORTHBOUND
ROUTE
NO INCREASE
IN DISTANCE
PROPOSED
SOUTHBOUND ROUTE
NO INCREASE IN
DISTANCE

VACANT DEALERSHIP ON U.S. 17 IN GREEN COVE SPRINGS SOME PROPERTY VACANT SINCE 2003



BECK CHEVROLET BUIK PONTIAC GMC
1601 REID STREET
PALATKA, FL 32177

PROPOSED SITE PLAN FOR CLOSING NORTH 16TH STREET