



**BOARD OF COUNTY COMMISSIONERS
Land Development Code Revision
Workshop Meeting Minutes**

June 6, 2023

Administration Building,
4th Floor, BCC Meeting Room,
477 Houston Street,
Green Cove Springs, FL 32043
10:00 AM

CALL TO ORDER

Chairman Betsy Condon called the meeting to order at 10:00 am.

ROLL CALL

Present: Commissioner District 4 Betsy Condon, Chairman
Commissioner District 3 James Renninger, Vice-Chairman
Commissioner District 1 Mike Cella
Commissioner District 2 Alexandra Compere
Commissioner District 5 Dr. Kristen T. Burke

Absent: None

Staff Present: County Manager Howard Wanamaker
County Attorney Courtney K. Grimm
Commission Auditor Heather Boucher

PUBLIC COMMENTS

Chairman Betsy Condon opened the floor for public comment at 10:00 am.

Hearing no comments, Chairman Betsy Condon closed public comment at 10:00 am.

OLD BUSINESS

1. Project Update Presentation by WGI

The presentation for the Land Development Code Revision update by WGI can be seen at www.claycountygov.com/government/BCC-Workshop/June-6,-2023, beginning at 00:23 and ending at 52:00. Below is a summary of the discussion.

Angela Biagi, Director of Urban and Community Planning, began the presentation by giving an overview of the project's status and introduced Maryann Kwok to begin the PowerPoint presentation to discuss the updated changes. See Attachment A. The focus for today will be on Article 3 - Zoning Districts, land uses, and development standards.

Maryann Kwok, Principal Planner, noted the items for discussion and presented a

PowerPoint presentation regarding the Land Development Revision. See Attachment A - Table of Contents.

Table of Contents:

- General Provisions
- Non-Conformities
- Future Land Use Categories and Density Bonus Programs
- Zoning Districts and Land Development Standards
- Types of Use and Standards
- Adequate Public Facilities and Technical Standards
- Section 1-15 - Definitions

During the presentation, there were questions and discussions regarding percentages for the height of structures, accessory dwelling units (ADUs) regarding residential, and floor area.

Ms. Kwok continued the presentation. See Attachment A - Part F - Adequate Public Facilities and Technical Standards.

Following the presentation, there were questions and discussions regarding setbacks, distinguishing the front vs. back of the home, heights of structures, restrictions on height, distances, live-local-act, pole barns, clarifying percentages and size for ADUs, and methodology for measuring distances, i.e., property line to property line or door to door.

Chairman Betsy Condon asked for clarification regarding churches going into current strip malls and how the code would affect the establishments that have been in place. Ms. Biagi said if there is a liquor store or medical marijuana store there first and the place of worship wants to come in, the existing tenant would not be kick-out; it is the choice of the church to go in by the establishment. So there would be no impact on the existing uses in place. However, if the church were there first, there would be restrictions.

Ms. Biagi continued the PowerPoint presentation to discuss the next steps for the project. See Attachment A - What are the Next Steps.

A copy of the draft code can be found at:

- www.claycountygov.com/government/planningandzoning/landdevelopmentcodeupdate

NEW BUSINESS

2. Full - Group Session Discussion and Questions

Group Session Discussion and Questions can be seen at www.claycountygov.com/government/BCC-Workshop/June-6,-2023, beginning at 52:00 and ending at 57:44. Below is a summary of the discussion.

Vice-Chairman James Renninger asked where airports, airparks, and flight operations would be embedded in the code. Dodie Selig, Senior Planner, explained where those

issues would be incorporated.

Howard Wanamaker, County Manager, made a couple of points for clarification.

- Ensure that each Commissioner receives a draft copy.
- Timeline to be updated on the website.

County Manager Wanamaker asked if there is 40% for residential, why not have 40% for commercial. Courtney Grimm, County Attorney said staff would address the issue.

Chairman Betsy Condon discussed the feedback from the Middleburg Strategic Plan regarding transparency for details on rezoning signs.

COMMISSIONERS' COMMENTS

Commissioner Comments can be seen at www.claycountygov.com/government/BCC-Workshop/June-6,-2023, beginning at 57:50 and ending at 1:03:56. Below is a summary of the discussion.

Chairman Betsy opened the floor for public comment at 10:58 am.

Susan Fraser, SLF Consulting, 3517 Park Street, Jacksonville, Florida, addressed the Board to discuss alcohol distance requirements.

There were questions and discussions regarding a restaurant vs. a bar and how they are addressed in the code.

William Schaefer, 1935 Silo Oaks Place, Middleburg, Florida, thanked the Board for the presentation and the opportunity for stakeholders to provide feedback.

Hearing no other comments, Chairman Betsy Condon closed public comment at 11:02 am.

Commissioner Mike Cella commented that he liked the idea of using graphics; it will make things easier going forward and clarify in most people's minds in a glance instead of having to get six people to interrupt what was meant by a particular code. We are going in the right direction.

Chairman Betsy Condon agreed. She liked the chart with examples showing the uses and then giving all the categories. Chairman Condon gave suggestions for when carwashes are referenced.

Hearing no further business, Chairman Betsy Condon adjourned the meeting at 11:04 am.

Attest:

Tara S. Green
Clay County Clerk of Court and Comptroller
Ex Officio Clerk of the Board

Chairman or Vice-Chairman