



**PLANNING COMMISSION
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
2:30 PM

CALL TO ORDER

Chairman Mary Bridgman called the meeting at order at 2:30 pm.

ROLL CALL

Present: Commissioner Mary Bridgman, Chairman
Commissioner Pete Davis, Vice-Chairman
Commissioner Michael Bourré
Commissioner Joe Anzalone
Commissioner Howard "Bo" Norton
Commissioner Ralph Puckhaber

Absent: Commissioner Bill Garrison
Clay County School Board Representative Lance Addison
Camp Blanding Representative Sam Tozer

Staff Present: County Attorney Courtney K. Grimm
Assistant County Attorney Jamie Hovda
Director of Planning Ed Lehman
Deputy Director of Planning Beth Carson
Zoning Chief Mike Brown

PUBLIC COMMENTS

Chairman Mary Bridgman opened the floor for public comment at 2:31 pm.

Hearing no comments, Chairman Mary Bridgman closed public comment at 2:31 pm.

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/Planning-Commission-Workshop/June-6,-2023,-beginning at 00:45 and ending at 59:58](http://www.claycountygov.com/government/Planning-Commission-Workshop/June-6,-2023,-beginning-at-00:45-and-ending-at-59:58). 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, focusing on Article 3- Zoning District - land uses, and development standards. See Attachment A.

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 the measurement referenced as portal to portal, not property line to property line.

Ms. Kwok continued the presentation. See Attachment A - Part A - General Provisions.

Following the presentation, there were questions and discussions regarding accessory dwelling size, accessory use percentages, the height of the structure, PUD and PCD issues, and allowed uses. Ms. Carson explained how to find the information to research what uses are allowable on parcels.

More questions and discussions were had regarding uses, using a matrix, temporary uses, permit process, RV and boat storage height, restrictions, and location of structures.

Commissioner Ralph Puckhaber said he wants to review the draft and write comments on it.

Chairman Mary Bridgman noted there would be another draft available mid-month. Those with comments may address them to: ldcchanges@claycountygov.com.

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

Commissioner Michael Bourré asked for clarification regarding contacting WGI directly

with questions. Courtney Grimm, County Attorney, said the proper method is to email ldcchanges@claycountygov.com.

Questions and discussions were had regarding the number of comprehensive code amendments, the timeline for future discussions, and compatibility.

Commissioner Ralph Puckhaber mentioned that he likes this process; it is long overdue.

There were questions and discussions regarding the Fleming Island plan.

NEW BUSINESS

2. Full - Group Session Discussion and Questions

All questions and discussion were covered in item 1.

Chairman Mary Bridgman opened the floor for public comment at 3:31 pm.

Hearing no comments, Chairman Mary Bridgman closed public comment at 3:31 pm.

The next Planning Commission meeting will be held on Thursday, July 6, 2023, at 5:00 pm.

Hearing no further business, Chairman Mary Bridgman adjourned the meeting at 3:31 pm.

COMMISSIONERS' COMMENTS

There were no other Commissioner Comments.

Attest:

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

Chairman or Vice-Chairman