



**BOARD OF COUNTY COMMISSIONERS
MEETING AGENDA**

May 12, 2026

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

INVOCATION

Commissioner Condon

PLEDGE

Jack Campbell (Lieutenant Commander, USN)

CALL TO ORDER

ROLL CALL

PET ADOPTIONS

PROCLAMATIONS/RESOLUTIONS

1. Clay County History Month & National Historic Preservation Month (May 2026)
2. Military Service Day/Memorial Day (May 25, 2026)
3. EMS Week (May 17-23, 2026)
4. National Safe Boating Week (May 16-22, 2026)

PRESENTATIONS

Fiscal Year 2024/2025 Financial Audit Report (Z. Chalifour/B. McKitrick)

CONSTITUTIONAL OFFICERS

APPROVAL OF MINUTES

5. Board of County Commissioners Meeting Minutes, April 28, 2026

PUBLIC COMMENTS

CONSENT AGENDA

6. Finance Business

The Finance Department business is submitted to request approval and ratification by the Board for various warrants and disbursements in order to meet the requirements of Ch. 136.06 (1) FL Statute. Acceptance and disposal of various Board property and various documents are submitted for the Board's information. At times, approval is requested for various finance related issues.

7. Bid No. 25/26-027, Firefighter Gear Storage Construction (K. Smith)
Approval to post Notice of Intent to Award Bid No. Bid No. 25/26-027, Firefighter Gear Storage Construction Project to Baker Consulting & Engineering LLC, Baker Design Build in the total amount of \$105,650.07, inclusive of the Base Bid - Fire Station 26, Alternate Bid #1 - Fire Station 14, and Alternate Bid #2 - Fire Station 17. Approval of award will be effective after the 72-hour protest period has expired.

Funding Source:

General Fund - Rescue Services - Fire Rescue Storage Sheds - Machinery and Equipment

8. FY 2025/2026 Schedule of Fees and Services (M. Rood/T. Nagle)
Approval of Resolution No. 2024/2025-49 AM2 to update the FY 2025/2026 Schedule of Fees and Services for the Planning Department pertaining to Mobility and School Concurrency Application Fees.
9. Resolution approving a Plan of Financing involving the issuance by the Housing Finance Authority of Clay County, Florida, of its Single Family Mortgage Revenue Bonds, in an aggregate principal amount not to exceed \$36,604,808, in one or more series, to provide funds to be used for future affordable housing projects in Clay County (T. Sumner)
10. Budget Resolution(s) for Grant(s) Awarded Under \$50,000 (J.Hysler)
Approval of budget resolution to record revenue received from the Florida Department of Health (DOH), Emergency Medical Services County Contribution FY25/26 in the amount of \$25,339.50. Funds are to be used to improve and expand prehospital emergency medical services.

Funding Sources: General Fund (75%) and Fire Control MSTU Fund (25%) Revenue / State Grants - Public Safety

11. Resolution approving the submittal of an application to the US Department of Transportation for Funding under the Safe Streets and Roads for all (SS4A) Grant Program for the Clay County Safe Streets & Regional Access Initiative. (C. Curington)
12. Approval of Grant of ROW Easement to Clay Electric Cooperative, Inc. for Clay County Fair Grounds barn project (R.Smith)

DISCUSSION/UPDATES

13. Progress Report on the Bonded Transportation Program and Other Capital Projects (Capital Projects Team)
14. Active & Upcoming Formal Solicitations (J. Loos)

TIME CERTAIN - 5:00 p.m. or as soon thereafter as can be heard.

15. Public Hearing to consider PUD 25-0009. (District 5, Burke) (B. Carson)
This application is a Rezoning to change 2.46 acres from Commercial Recreation District (BB-5) to Planned Commercial Development District (PCD).

This item was continued to the June 2, 2026 Planning Commission Meeting.

16. Public Hearing to consider adoption of COMP 26-0002. (District 5, Comm. Burke) (D. Selig)
The applicant has requested a continuation to the July 7, 2026, Planning Commission Meeting.

This application is a FLUM amendment to change 46.39 acres from Branan Field Primary Conservation Network (BF-PCN) to Branan Field Master Planned Community (BF-MPC).

17. Public Hearing on Petition to Vacate a Portion of Florida Farms and Industries Company's Property Plat (R. Smith/C. Grimm)

18. Final Public Hearing to consider adoption of COMP 26-0001 and PUD 26-0002. (District 4, Comm. Condon) (D. Selig)

A. COMP 26-0001

This application is FLUM Amendment to change 17.47 acres from Rural Residential (RR) to Industrial (IND).

B. ZON 26-0002

This application is a rezoning to change from Private Services-1 (PS-1) to Planned Industrial Development (PID).

19. Final Public Hearing to consider COMP 26-0003 and PUD 26-0001. (District 4, Comm. Condon) (B. Carson)

A. COMP 26-0003

This application is a FLUM amendment to change 14 acres from Agriculture/ Residential (AR) to Commercial (COM).

B. PUD 26-0001

This application is a Rezoning to change 60.49 acres from Rural Estates District (AR-2) and Commercial and Professional Office District (BA-2) to Planned Commercial Development District (PCD).

20. Public Hearing on Petition to Close, Vacate and Abandon Co-Sar Avenue, Middleton Road, Co-Sar Circle, Circle Drive West and

Sandalwood Street (R. Smith/C. Grimm)

LETTERS FOR ACTION

21. Discussion of Appointment to the Fleming Island Citizens Advisory Committee

Shaun Maberry submitted an application to fill a vacancy.

LETTERS OF DOCUMENTATION

22. Bid Opening Tabulations (K Smith)

Bid Opening Tabulation for April 28, 2026:

A. Bid No. 25/26-041, Carl Pugh Park - Drainage Improvements

Bid Opening Tabulation for May 5, 2026:

A. Bid No. 25/26-017, Jail Fire Alarm Upgrade - Clay County Jail

PUBLIC COMMENTS

COMMISSION AUDITOR

COUNTY ATTORNEY

COUNTY MANAGER

COMMISSIONERS' COMMENTS

In accordance with the Americans with Disabilities Act, any person needing accommodations to participate in this matter should contact Clay County Risk Management by mail at P.O. Box 1366, Green Cove Springs, Florida 32043, or by telephone at (904) 679-8596, no later than three (3) days prior to the hearing or proceeding for which this notice has been given. Deaf and hard-of-hearing persons can access the telephone number by contacting the Florida Relay Service at 1-800-955-8770 (Voice) or 1-800-955-8771 (TDD).



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: DATE:

FROM:

SUBJECT:

AGENDA
ITEM
TYPE:

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/6/2026 - 3:09 PM	Item Pushed to Agenda



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Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

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BCC	Streeper, Lisa	Approved	5/6/2026 - 3:09 PM	Item Pushed to Agenda



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: DATE:

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AGENDA
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ATTACHMENTS:

Description	Type	Upload Date	File Name
2026 History and Historic Preservation Month proclamation	Cover Memo	5/6/2026	2026_History_and_Historic_Preservation_Month_proclamation.ADA_aw.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Communications	Streeper, Lisa	Approved	5/6/2026 - 3:10 PM	Item Pushed to Agenda

WHEREAS, Clay County, Florida, has a rich history dating back to December 1858, when it was established as an independent county from the Black Creek District of Duval County and named in honor of Henry Clay, the nation’s seventh Speaker of the House and ninth Secretary of State; and

WHEREAS, early settlers built homes, farms, and businesses in Middleburg, Green Cove Springs, Orange Park, and Fleming Island, while the 1920s brought planned communities such as Penney Farms and Keystone Heights, and the St. Johns River became a popular destination; and

WHEREAS, each May, Clay County District Schools partners with the Clay County Clerk of Court Historical Archives to present the 'Celebrate Clay County History' curriculum, educating thousands of students about the people and events that shaped our county, and Clay County Tourism promotes its year-round self-guided History Passport tour on the Explore Clay app; and

WHEREAS, May is also recognized as National Historic Preservation Month, celebrating the role of history in our lives and honoring those who preserve the heritage that shapes our communities and fosters local pride; and

WHEREAS, the Clay County Historical Society, founded in 1966 to preserve and promote the county’s rich heritage, celebrated its 60th anniversary by reviving the Railroad History Festival, highlighting the railroads’ role in the growth of Clay County and the Historic Triangle, including the Train Depot and Red Caboose, reinforcing the importance of historic preservation; and

WHEREAS, the Board of County Commissioners values preserving the County’s history, historic sites, and traditions to connect future generations with the past and support the community’s growth, and recognizes the contributions of local historical societies, museums, educators, the Historic Preservation Board, and the Clerk’s Historical Archives Division in preserving and sharing Clay County’s history.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners, Clay County, Florida, does hereby proclaim May 2026 as

HISTORY AND HISTORIC PRESERVATION MONTH IN CLAY COUNTY

DULY ADOPTED by the Board of County Commissioners, Clay County, Florida, this 12th day of May 2026.

ATTEST:

**BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA**

Tara S. Green
Clerk of Court & Comptroller
Ex Officio Clerk of the Board

Kristen Burke, DC, Chairman

John Sgromolo, Vice Chairman

Alexandra Compere

Jim Renninger

Betsy Condon



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

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ATTACHMENTS:

Description	Type	Upload Date	File Name
2026 Memorial Day Military Service Day proclamation	Cover Memo	5/6/2026	2026_Memorial_Day_Military_Service_Day_proclamation.ADA_aw.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Communications	Streeper, Lisa	Approved	5/6/2026 - 3:10 PM	Item Pushed to Agenda

WHEREAS, Memorial Day is observed as a solemn occasion to honor and remember the courageous men and women who made the ultimate sacrifice while serving in the United States Armed Forces; and

WHEREAS, the service and sacrifice of these fallen heroes who gave their lives in defense of the freedoms we cherish have secured the preservation of liberty, democracy, and the safety of our Nation, and we owe an enduring debt of gratitude to them and their families that can never be fully repaid; and

WHEREAS, Clay County, Florida, has a proud and longstanding tradition of military service, with numerous members of this community serving honorably in times of war and peace, and many making the ultimate sacrifice in defense of our Nation’s ideals; and

WHEREAS, on Memorial Day, the community unites in reflection and remembrance, honoring those who died in military service through ceremonies, observances, and acts of tribute that preserve their legacy for future generations; and

WHEREAS, on this day, we extend special appreciation to the City of Green Cove Springs for organizing the 38th Annual RiverFest celebration, held on Memorial Day at Spring Park, providing an opportunity for the community to come together in unity to honor the courage and sacrifice of the men and women who have served in the United States Armed Forces, and to remember those who gave their lives in service to our Nation.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners, Clay County, Florida, does hereby proclaim May 25, 2026, as

MEMORIAL DAY IN CLAY COUNTY

BE IT FURTHER RESOLVED, that today, and every day, we express our profound gratitude to the men and women who selflessly place themselves in harm’s way to defend our liberty, and we honor the memory of those who made the ultimate sacrifice in service to our Nation, ensuring that we may live in freedom.

DULY ADOPTED by the Board of County Commissioners, Clay County, Florida, this 12th day of May 2026.

ATTEST:

Tara S. Green
Clerk of Court & Comptroller
Ex Officio Clerk of the Board

**BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA**

Kristen Burke, DC, Chairman

John Sgromolo, Vice Chairman

Alexandra Compere

Jim Renninger

Betsy Condon



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Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: DATE:

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ATTACHMENTS:

Description	Type	Upload Date	File Name
▣ 2026 EMS Week proclamation	Cover Memo	5/6/2026	2026_EMS_Week_proclamation.ADA_aw.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Communications	Streeper, Lisa	Approved	5/6/2026 - 3:10 PM	Item Pushed to Agenda

WHEREAS, in 1974, President Gerald Ford established EMS Week™ to honor emergency medical services professionals and recognize the lifesaving, frontline care they provide in communities every day; and

WHEREAS, the emergency medical services system includes first responders, EMTs, paramedics, dispatchers, firefighters, police officers, nurses, physicians, and other out-of-hospital providers who, whether career or volunteer, complete extensive training and continuing education to strengthen their lifesaving skills; and

WHEREAS, emergency medical services fill critical healthcare gaps by providing out-of-hospital care, including preventative, follow-up, and telemedicine services, while remaining ready 24/7 to deliver lifesaving care that improves survival and recovery from sudden illness or injury; and

WHEREAS, EMS professionals serve on the front lines of emergencies, including accidents, natural disasters, national crises, and acts of terrorism, responding swiftly and skillfully with a selfless commitment to save lives in any situation; and

WHEREAS, the 2026 EMS Week theme, *‘Improving Outcomes, Together,’* marks the 52nd anniversary of EMS Week and highlights the collaboration between EMS professionals and partners across 911 dispatch, healthcare, public health, fire service, law enforcement, and the community to enhance patient care and safety.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners, Clay County, Florida, does hereby proclaim May 17-23, 2026, as

EMERGENCY MEDICAL SERVICES WEEK IN CLAY COUNTY

and recognizes and celebrates the vital contributions of EMS professionals in protecting the health, safety, and well-being of our community.

DULY ADOPTED by the Board of County Commissioners, Clay County, Florida, this 12th day of May 2026.

ATTEST:

Tara S. Green
Clerk of Court & Comptroller
Ex Officio Clerk of the Board

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CLAY COUNTY, FLORIDA**

Kristen Burke, DC, Chairman

John Sgromolo, Vice Chairman

Alexandra Compere

Jim Renninger

Betsy Condon



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▫ 2026 Safe Boating Week Proclamation	Cover Memo	5/6/2026	2026_Safe_Boating_Week_Proclamation.ADA_aw.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Communications	Streeper, Lisa	Approved	5/6/2026 - 3:11 PM	Item Pushed to Agenda

WHEREAS, boating is a widely enjoyed recreational activity throughout Florida, including among the residents of Clay County, Florida, offering opportunities for recreation, relaxation, and meaningful time with family and friends; and

WHEREAS, boating safety is essential to preventing accidents, injuries, and loss of life, and all boaters share a responsibility to understand and follow established safety guidelines, responsible practices, and applicable laws that protect those who use our lakes, rivers, and waterways; and

WHEREAS, the United States Coast Guard reports that human error is a leading cause of boating accidents, and that many boating-related fatalities each year could be prevented through adherence to safe boating practices; and

WHEREAS, safe boating begins with proper preparation, including practicing basic safety measures such as carrying emergency distress and communication equipment, consistently wearing life jackets, completing boating safety courses, participating in voluntary vessel safety checks, and operating vessels soberly and responsibly; and

WHEREAS, National Safe Boating Week is observed each May, coinciding with the start of the summer boating season in many parts of the country, to raise awareness of these critical, life-saving practices and to promote safe and enjoyable experiences on the water for all.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners, Clay County, Florida, does hereby proclaim May 16-22, 2026, as

SAFE BOATING WEEK IN CLAY COUNTY

and, in so doing, joins the National Safe Boating Council, the United States Coast Guard, and the United States Coast Guard Auxiliary in their efforts to promote safe boating practices, and encourages residents and visitors to enjoy the waterways of Clay County, Florida, safely and responsibly.

DULY ADOPTED by the Board of County Commissioners, Clay County, Florida, this 12th day of May 2026.

ATTEST:

**BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA**

Tara S. Green
Clerk of Court & Comptroller
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Kristen Burke, DC, Chairman

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REVIEWERS:

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Budget Office	Streeper, Lisa	Approved	5/6/2026 - 3:11 PM	Item Pushed to Agenda



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Description	Type	Upload Date	File Name
Board of County Commissioners Meeting Minutes, April 28, 2026	Backup Material	5/6/2026	Board_of_County_Commissioners_Meeting_Minutes_April_28__2026.ADA_aw.pdf
Attachment "A" Pet Adoptions	Backup Material	5/6/2026	Attachment_A_Pet_Adoptions.ADA_aw.pdf
Attachment "B" COMP-25-0015_ZON-25-0029	Backup Material	5/6/2026	Attachment_B_COMP-25-0015_ZON-25-0029.ADA_aw.pdf
Attachment "C" ZON-26-0006	Backup Material	5/6/2026	Attachment_C_ZON-26-0006.ADA_aw.pdf
Attachment "D" COMP-26-0004_ZON-26-0005	Backup Material	5/6/2026	Attachment_D_COMP-26-0004_ZON-26-0005.ADA_aw.pdf
Attachment "E" ZON-26-0004	Backup Material	5/6/2026	Attachment_E_ZON-26-0004.ADA_aw.pdf
Attachment "F" Applicant's Hand-out ZON-26-0004	Backup Material	5/6/2026	Attachment_F_Applicant_s_Hand-out_ZON-26-0004.ADA_aw.pdf
Attachment "G" Site Plan ZON-26-0004	Backup Material	5/6/2026	Attachment_G_Site_Plan_ZON-26-0004.ADA_aw.pdf
Attachment "H" CRA Update	Backup Material	5/6/2026	Attachment_H_CRA_Update.ADA_aw.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streper, Lisa	Approved	5/6/2026 - 3:12 PM	Item Pushed to Agenda



BOARD OF COUNTY COMMISSIONERS MEETING MINUTES

April 28, 2026
Administration Building
4th Floor, BCC Meeting Room
477 Houston Street
Green Cove Springs, FL 32043
4:00 PM

INVOCATION

Commissioner Alexandra Compere, District 2, gave the Invocation.

PLEDGE

Retired US Navy Chief Petty Officer Kevin Gilley, led the Pledge of Allegiance.

Chairman Kristen Burke said we are honored to have the Clay County Fire Rescue Honor Guard and the Clay County Sheriff's Office Honor Guard here today to present the colors for the Pledge of Allegiance, as well as Chief Petty Officer Kevin Gilley, who is leading our Pledge of Allegiance. Chief Petty Officer Gilley served for over 21 years in the US Navy, retiring in 2022 and traveling worldwide as a builder and parachute rigger on aircraft carriers, in squadrons, in Seabee battalions, and in expeditionary units. He joined the military to build and fight for his country, learning not to judge others at first glance and that the toughest times teach the best lessons. A humble Veteran — his awards include the Global War on Terrorism Expeditionary Medal, the Iraq Campaign Medal, the NATO Medal, and two Navy Accommodation Medals. Petty Officer Gilley lives in Middleburg, working for Clay County as a Construction Engineering Inspector, and volunteers as a coach for youth flag football.

Presentation of Colors: CCSO Honor Guard:

- Captain Moises Rodriguez - CCFR
- Lieutenant Brian Schock - CCFR
- Acting Lieutenant Austin Christ - CCFR
- Deputy Garrett Bass - CCSO
- Deputy Corderro Jackley - CCSO
- Sergeant Troy Van Dyke - CCSO

Chief Petty Officer Gilley thanked the Board for the invitation to lead the Pledge of Allegiance and said it was his honor to attend.

CALL TO ORDER

Chairman Kristen Burke called the meeting to order at 4:05 pm.

ROLL CALL

Present: Commissioner District 4 Betsy Condon, Chairman
Commissioner District 5 Dr. Kristen T. Burke, Vice-Chairman
Commissioner District 1 John Sgromolo
Commissioner District 2 Alexandra Compere
Commissioner District 3 Jim Renninger

Absent: None

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

PET ADOPTIONS

Teresa Capo, Executive Assistant, presented a PowerPoint to provide details for pets available for adoption: Gus (cat), Nala (dog), Calypso (cat), and Darrell (dog). Ready to meet your new best friend and see who's available - Visit our website to meet our adorable crew looking for their forever home, contact clayadoptions@claycountygov.com, or call (904) 269-6342. Pictured is a Bottle Baby who is in need of a foster home. If you are interested in helping our furry friends but cannot take one home, please look at our Amazon wish list at Amazon.com. We always need items for our foster kittens and shelter animals. See Attachment A.

SPECIAL STAFF RECOGNITION

Melody Tomacelli Retirement Recognition (A. Scott)

Sarah Thogode Retirement Recognition (A. Scott)

Staff Recognition can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 9:36 and ending at 13:12 Below is a summary of the discussion.

Chairman Kristen Burke stated that May 1, 2026, will be the retirement date for two of our library associates: Melody Tomacelli and Sarah Thogode.

- Ms. Tomacelli began her library career in 2001 as a part-time clerk in the children's

department at the Middleburg–Clay Hill Library becoming full-time in 2002. She spent 18 years working with children and later served in circulation and reference and is currently a library associate iii in the reference department at the Orange Park Library. Known for her outstanding work with children, “Miss Melody” is a favorite story-time presenter—she consistently goes above and beyond for patrons. In retirement, she plans to travel.

- Ms. Thogode began her library career in 2005 as a Reference Services Supervisor at Fleming Island Library, assisting patrons with genealogy and research. In 2018, she became a Technical Services Librarian focused on cataloging and interlibrary loans, and in 2025, she moved to the Orange Park Library to continue this work. Known for her genealogy expertise and dedication to patrons, she consistently went the extra mile to find answers and resources. Ms. Thogode plans to spend more time with family and travel in her retirement.

Present for the Recognition:

- Mary Canfield - Library Director
- Melody Tomacelli - Library Associate III
- Evie - Family of Melody Tomacelli - Granddaughter
- Angele - Family of Melody Tomacelli - Daughter
- Sarah Thogode - Technical Services Librarian
- Brandy Black - Operations Manager
- Jennifer Gross - Engagement and Programs Manager
- Amanda Stinchcomb - Collections and Technology Manager
- Melissa McNicol - Deputy Library Director

Ms. Canfield recognized Ms. Tomacelli and Ms. Thogode for their dedication to the County and citizens, thanked them for their years of service, and wished them well in their retirement.

Reginald Kantor Retirement Recognition (A. Scott)

Staff Recognition can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 13:27 and ending at 22:00. Below is a summary of the discussion.

Chairman Kristen Burke said we would now like to recognize the retirement of Budget Manager - Reginald Kantor. Mr. Kantor joined us in August 2020 and has done an outstanding job over the past five-plus years. As the Budget Manager, Mr. Kantor played a key role in preparing the annual budget, maintaining CIP tables, and ensuring compliance with state regulations. He was dependable and brought a fun, competitive spirit—especially during holiday decorating. In retirement — Mr. Kantor plans to travel — tackle his honey-do list — and set up his man cave. His hard work, dedication, and unique personality will be greatly missed.

Present for the Recognition:

- Reginald Kantor - Retiring Budget Manager
- Bridgette Kantor - Mr. Kantor's Wife
- Lisa Streeper - OMB Director
- Debbie Sileo - Former OMB Director
- Angela Cassell - Budget Analyst
- Grecela Macatangay - Revenue Analyst

Mr. Kantor thanked the Board for the recognition, spoke about his career and service to the county, and thanked his wife and all his co-workers.

Ms. Sileo spoke about her time working with Mr. Kantor, thanked him for all his hard work, and wished him well in his retirement.

Ms. Streeper also spoke about her time working with Mr. Kantor and wished him well in his retirement.

PROCLAMATIONS/RESOLUTIONS

1. National Law Enforcement Appreciation Week/National Police Week- (May 10-16, 2026)

Item One (1) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 22:49 and ending at 28:45. Below is a summary of the discussion and the vote for this agenda item.

Chairman Kristen Burke said that May 10 through 16, 2026, is Law Enforcement Week. It is a time to honor the Courage - Commitment and Sacrifice of the officers who put their lives on the line to keep our communities safe and we also recognize May 15, 2026, as Police Memorial Day and May 7, 2026 Clay County Police Memorial Week Ceremony - a solemn occasion to Honor and Remember the Law Enforcement Officers who have made the ultimate sacrifice in the line of duty.

Present for the Proclamation:

CCSO:

- Under-Sheriff Ron Lendvay
- Director Ricky Wright
- Director Joseph Bucci
- Director Baylor Alexandra
- Director Patrick Golemme
- Chief Scott Moreland
- Chief Jeff Johnson
- Chief William Arnold
- Chief Larry Henry
- Chief Jeremy Clark
- Assistant Chief Chad Ricks
- Assistant Chief Tina Chatmon

- Assistant Chief Michael Connors
- Chaplain Tim Martin
- Donna Seagle - Wife of fallen CCSO Deputy-Clint Seagle

Orange Park PD:

- Lieutenant Joel Grant

Green Cove Springs PD:

- Chief of Police - Chief Shawn Hines
- Assistant Chief - Austin Graham

Vice-Chairman John Sgromolo read the Proclamation for the National Law Enforcement Week/National Police Week - May 10-16, 2026.

Commissioner Betsy Condon made a motion for approval of the Proclamation, seconded by Chairman Kristen Burke, which carried 5-0.

Undersheriff Lendvay thanked the Board for the Proclamation at a heartfelt time, returning from Tallahassee and seeing the names added to the State Memorial of those who lost their lives this year. Undersheriff expressed his gratitude for the partnerships with local law enforcement agencies.

Chief Hines thanked the Board for the recognition and for being included in the presentation.

Chief Case also thanked the Board for the recognition and for being included in the presentation.

2. National Fallen Firefighters Memorial Weekend (May 2-3, 2026)

Item Two (2) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video- archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 29:38 and ending at 35:00. Below is a summary of the discussion and the vote for this agenda item.

Chairman Kristen Burke said that May 2 through 3, 2026, is National Fallen Firefighters Memorial Weekend - a time to honor the bravery and the ultimate sacrifice of firefighters who died in the line of duty. Each year, thousands gather in Emmitsburg, Maryland, to pay tribute to these heroes and support their families. Our local Honor Guard Members have had the privilege of participating in this solemn ceremony in past years.

Present for the Proclamation:

CCFR:

- Captain Moises Rodriguez - Honor Guard
- Acting Fire Chief David Motes
- Chief Lorin Mock
- Deputy Fire Chief Jason Boree
- Engineer Nelson McGlothlin
- Acting Lieutenant Austin Christ - Honor Guard
- Captain Billy Futch
- Lieutenant Brian Schock - Honor Guard
- Deputy Chief Charles Leroy
- Captain Jeffery Vlasin
- Engineer Gregory Schaible
- Engineer Rolando Morales
- Firefighter Joe Riles
- Tanya McKay - Wife of fallen Fire Fighter - Engineer Jeremy McKay
- Director of Emergency Management - Tim Devin

Commissioner Betsy Condon read the Proclamation for National Fallen Firefighters Memorial Weekend - May 2-3, 2026.

Commissioner Jim Renninger made a motion for approval of the Proclamation, seconded by Commissioner Alexandra Compere, which carried 5-0.

Acting Fire Chief Motes thanked the Board for the Proclamation and recognition. These events are all about first responders and those who have paid the ultimate sacrifice and served their community, and about remembering that, for every name displayed, there is a family, crew, and community behind that name. This year's ceremony can be watched at weekend.firehero.org.

Ms. McKay thanked the Board for recognizing and honoring the fallen firefighters. In addition to the memorial, the National Fallen Firefighters Foundation has the "Light the Night Red" happening now through May 3, 2026, where you can light your homes, businesses, or landmarks to support fallen firefighters.

3. National Small Business Month (May 2026)

Item Three (3) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video- archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 36:04 and ending at 44:30. Below is a summary of the discussion and the vote for this agenda item.

Chairman Kristen Burke said Small Business Month is observed each May, celebrating entrepreneurs' vital contributions to local economies by honoring their resilience, encouraging consumers to shop locally, and highlighting their role in creating jobs, fostering innovation, and supporting our community.

Present for the Proclamation:

- Gary McIntyre - Maxxim Construction and Roofing
- Chris Evangelista - Senior Business Consultant - SBDC

- Debbie Magyar, Director of SBDC
- Pam Gause, Better Homes and Gardens Clay
- Helena Cormier, Ambassador Clay Chamber
- Jon Cantrell, President, Clay Chamber
- Steve Underwood, Pro-Care Lawn and Pest
- Cody Underwood, Pro-Care Lawn and Pest
- Eugenia Cummings, Turtles Rock: pets, plant care, and fun stuff
- ShawnToya Jones, ACT Now Financial Services
- Charlie Stillings, Create Your New Beginning
- Jennifer Schwartz, Senior Helpers
- Mark Szaks, Trust Environmental
- Constance Higginbotham, General Federation of Women's Club
- Tino Lebron, Duval Ford
- Cheryl Kennedy, Home Video Studio
- David A. King, Attorney at Law
- Jackie Hale, The Blue Collar Recruiter

Commissioner Jim Renninger read the Proclamation for National Small Business Month - May 2026.

Vice-Chairman John Sgromolo made a motion for approval of the Proclamation, seconded by Chairman Kristen Burke, which carried 5-0.

Mr. Cantrell thanked the Board and county staff for the recognition, expressed his appreciation for their support, and spoke about the importance of supporting small businesses.

Mr. Evangelista expressed his appreciation for the Board's recognition and support of small businesses and mentioned each business in attendance, as noted above. Mr. Evangelista also recognized the state winners for SBDC Businesses of the Year: Code Ninjas in Fleming Island, owner Ryan Clark, and Gator Bait Restaurant, which won the rural business of the year award.

PRESENTATIONS

Check Presentation from AFLAC for the National Fitness Campaign Project.
(T. Nagle)

Aflac Presentation can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 45:43 and ending at 47:00. Below is a summary of the discussion.

Troy Nagle, Assistant County Manager, introduced the AFLAC Team, Brian Shane,

Michelle Haskell of AFLAC, and Daniel Greene with the Baily Group to present a check for the National Fitness Campaign Project.

Brian Shane, Senior Group Representative of AFLAC, said it was an honor to participate in the Fitness campaign, expressed his appreciation for the partnership with the county, and presented a check to the Board.

CONSTITUTIONAL OFFICERS

Constitutional Officers can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 47:54 and ending at 55:10. Below is a summary of the discussion.

Judge Steve Whittington touched on the consent agenda item 11 - TruePort and TrueScan, mentioned the improvements taking place at the Clay County Courthouse, and spoke about the importance of improving security.

There was a brief discussion regarding the implementation of the Xonar Technology, the lease timeframe, and the technology of the current system vs. the proposed new system.

APPROVAL OF MINUTES

4. Board of County Commissioners Meeting Minutes, April 14, 2026.

Commissioner Jim Renninger made a motion for approval of the April 14, 2026, BoCC Meeting Minutes, seconded by Commissioner Betsy Condon, which carried 5-0.

PUBLIC COMMENTS

Public Comments can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 55:44 and ending at 1:00:35. Below is a summary of the discussion.

Vice-Chairman Kristen Burke opened the floor for the public comment at 4:56 pm.

Steven Van Bloem, 812 Cameron Oaks Place, Middleburg, Florida, addressed the Board to offer positive feedback and to express his appreciation to the Commission, Emergency Services - CCFR/CCSO, and other agencies, as well as the leaders within the organization.

Helana Cormier, 2839 Woodbridge Crossing Court, Green Cove Springs, Florida, expressed her gratitude to the Board and staff for their efforts regarding Rolling Hills.

Hearing no other comments, Vice-Chairman Kristen Burke closed public comment at 5:00 pm.

CONSENT AGENDA

5. Finance Business

The Finance Department business is submitted to request approval and ratification by the Board for various warrants and disbursements in order to meet the requirements of Ch. 136.06 (1) FL Statute. Acceptance and disposal of various Board property and various documents are submitted for the Board's information. At times, approval is requested for various finance related issues.

6. Bid No. 25/26-005, Tile Replacement at the Clay County Jail (K. Smith)

Approval to post Notice of Intent to Award Bid No. 25/26-005, Tile Replacement at the Clay County Jail to Town of Floors, LLC in the amount of \$168,198.00. Approval of award will be effective after the 72-hour protest period has expired.

Funding Source:

Sheriff - Countywide Fund - Building - Jail / Law Enforcement - Jail Showers and Plumbing - Building

7. Bid No. 25/26-055, Clay County Fairgrounds Hurricane Roof Repairs – Exhibit Hall 2 & Cattlemen’s Arena (K. Smith)

Approval to reject Bids received for Bid No. 25/26-055, Clay County Fairgrounds Hurricane Roof Repairs to Exhibit Hall 2 & Cattlemen’s Arena. Bids received are over budget. Staff will immediately re-evaluate and re-advertise the Bid in an attempt to receive more competitive Bid submittals.

Funding Source:

FD1000 - CC1233 - 546100 - PRJ100893 - GR010201 / GR010202

8. Bid No. 25/26-062, Dirt Road Paving of Lakeview Street and Hilltop Street (K. Smith)

Approval to post Notice of Intent to Award Bid No. 25/26-062, Dirt Road Paving of Lakeview Street and Hilltop Street to Maloy Grading Corporation in the amount of \$749,446.03. Approval of award will be effective after the 72-hour protest period has expired.

Funding Source:

Capital Improvement Plan (CIP) Projects Fund - Non Capital Improvement Element - Road Improvements -Infrastructure

9. Second Amendment and Renewal to SHIP Grant Funding Agreement with Mercy Support Services (T. Sumner)
Approval of the Second Amendment and Renewal to SHIP Grant Funding Agreement No. 2021/2022-182 with Mercy Support Services to renew the Agreement for an additional one year term of June 14, 2026 - June 13, 2027 and to amend the Agreement to revise the applicable Local Housing Assistance Plan Strategy from the Homeless Stabilization Program/Eviction Prevention/Rent Subsidies and Rapid Rehousing Strategy to the Special Needs Housing (Non-Profit) Strategy. The annual grant funding amount is \$300,000.
10. Satisfaction of Mortgage for BASCA, Satisfaction of Mortgage for Kirkman and Satisfaction of Mortgage for Operation Lifeline (T. Sumner)
11. TruePort and TrueScan Order and Lease Agreement related to Xonar Technology Inc. (T. Clever)
A) TruePort and TrueScan Order and Lease Agreement related to Xonar Technology Inc. associated with the Courthouse Remodel Project. Two-year lease agreement which allows for successive one-year renewals upon mutual written agreement of the parties. The pricing is fixed at the rates set forth in the Order for the first two (2) one-year renewal terms.
B) Approval of advance payment.
12. Resolution directing the placement of the School Board's Referendum on the ballot of the November 3, 2026 general election (C. Grimm)
13. Franchise Agreement for Container Service with Dump'n Ain't EZ, LLC (M. Towns)
Approval of new Franchise Agreement with Dump'n Ain't EZ, LLC dba Dumpster Dudez of Greater Gainesville for Container Service for a term commencing 5/1/2026 and continuing through 3/31/2031.
14. Franchise Agreement for Container Service with Bee Dumpster Hauling, LLC (M. Towns)
Approval of new Franchise Agreement for Container Service with Bee Dumpster Hauling, LLC for a term commencing 5/1/2026 and continuing through 3/31/2031.
15. State Highway Lighting Maintenance and Compensation Agreement for FDOT FY 26/27 (R. Smith)
Approval of Work Order to the State Highway Lighting Maintenance and Compensation Agreement No. 2020/2021-219 WO 5 with Florida Department of Transportation (FDOT) for State FY 26/27. FDOT will

pay the County a total lump sum amount of \$251,547.66 for providing maintenance and operation of lighting and/or lighting systems on the State Highway System that are within the County.

16. Approval to set Public Hearing on Petition to Vacate Co-Sar Avenue, Middleton Road, Co-Sar Circle, Circle Drive West and Sandalwood Street and adoption of Resolution to schedule the Public Hearing (R. Smith/C. Grimm)
17. Lien Reduction
Case No. CE-25-048, 32 Foxtail Avenue, Middleburg, Florida
Estate of Clyde Daniel Sousley, property owner
18. Approval of Assignment of Mortgage between Clay County, Florida and Housing Finance Authority of Clay County, Florida for the Kelli Grove Project (C. Grimm/T. Sumner)
19. Advance Payment Authorization re: County Genetec Advantage Card Reader Licenses (D. Hane)
Approval of advance payment in the amount of \$37,823.76 to Miller Electric Company for a five (5) Genetec Advantage Card Reader License subscription.

Funding Source:

General Fund - Management Information Systems - Software Subscriptions

Consent Agenda can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 3:17:04 and ending at 3:23:33. Below is a summary of the discussion and vote for this agenda item.

Commissioner Jim Renninger requested that item 12 be pulled for discussion.

Vice-Chairman John Sgromolo made a motion for approval of the Consent Agenda except item 12, seconded by Commissioner Alexandra Compere, which carried 5-0.

Commissioner Jim Renninger expressed his concerns regarding item 12 - Resolution directing the placement of the School Boards Referendum on the ballot, which has grammatical errors in the Resolution.

There were questions and discussions regarding the scriveners' errors, who can correct them, clarification of the language in the Resolution from the School Board, and the correction of language/errors when they appear on the ballot.

Following all discussions, Commissioner Jim Renninger made a motion to approve item

12 with the scriveners' errors corrected for placement on the ballot, seconded by Vice-Chairman John Sgromolo, which carried 5-0.

DISCUSSION/UPDATES

20. Strategic Plan Update (T. Nagle/L. Christmas)

Strategic Plan information link:

<https://www.claycountygov.com/government/board-of-county-commissioners/strategic-plan>

Item Twenty (20) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 3:23:34 and ending at 3:29:50. Below is a summary of the discussion.

Laura Christmas, Director of Communications addressed the Board to provide details and information for Strategic Plan update using the link provided above.

Topics Highlighted:

- Website Update
- Good Governance
- Community Health and Safety
- Economic and Community Development
- Infrastructure
- Quality and Balance of Life

There was a brief discussion about calculating the number of "hits" on the web page and identifying where they came from.

There was no action required by the Board.

TIME CERTAIN - 5:00 p.m. or as soon thereafter as can be heard.

21. Public Hearing on Ordinance and Resolution to Amend the Capital Improvement Plan and Resolution for Other Budget Adjustments (MJ Rood)

Approval of the following ordinance and resolutions that provide budget adjustments for departmental needs:

(1) Public Hearing to consider approval of Ordinance amending the Capital Improvement Element (CIE) portion of the Clay County Capital Improvement Plan.

(2) Resolution amending the Non-Capital Improvement Element (Non-

CIE) portion of the Clay County Capital Improvement Plan.

- (3) Resolution amending the FY 25/26 Budget for:
- (a) Operating adjustments, and,
 - (b) Final audit adjustments.

Various Funding Sources

Item Twenty-One (21) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 1:00:37 and ending at 1:02:46. Below is a summary of the discussion and vote for this agenda item.

MJ Rood, Budget Manager, addressed the Board to provide details and information for the public hearing regarding the Capital Improvement Plan as well as other budget amendments as indicated above.

- 1. Public Hearing to consider approval of Ordinance amending the Capital Improvement Element (CIE) portion of the Clay County Capital Improvement Plan.

Chairman Kristen Burke opened the floor for the public hearing at 5:01 pm.

Hearing no comments, Chairman Kristen Burke closed the public hearing at 5:01 pm.

Commissioner Betsy Condon made a motion for approval of item 1, seconded by Commissioner Jim Renninger, which carried 5-0.

- 2. Resolution amending the Non-Capital Improvement Element (Non-CIE) portion of the Clay County Capital Improvement Plan.

Vice-Chairman John Sgromolo made a motion for approval of item 2, seconded by Commissioner Jim Renninger, which carried 5-0.

- 3. Resolution amending the FY 25/26 Budget for:
 - (a) Operating Adjustments
 - (b) Final Audit Adjustments

Commissioner Alexandra Compere made a motion for approval of item 3 (a) and (b), seconded by Vice-Chairman John Sgromolo, which carried 5-0.

22. Bid No. 25/26-061, Clay County Sheriff's Office Building 500 Renovation (K. Smith)

Approval to post Notice of Intent to Award Bid No. 25/26-061, Clay County Sheriff's Office Building 500 Renovation to Brogdon Builders, LLC in the total amount of \$1,604,255.50, inclusive of the Base Bid, Alternate Bid #1, and Alternate Bid #2. Approval of award will be

effective after the 72-hour protest period has expired.

Funding Source:

Capital Improvement Element - (CIP) Project Funds - Non-Capital
Improvement Element - CCSO Building 500 Build Out - Building

Item Twenty-Two (22) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 1:03:08 and ending at 1:04:12. Below is a summary of the discussion and vote for this agenda item.

Jessica Loos, Strategic Sourcing Manager, addressed the Board to provide details and information for BID Number 25/26-061, as indicated above.

Commissioner Betsy Condon made a motion for approval, seconded by Commissioner Jim Renninger, which carried 5-0.

23. Public Hearing on the adoption of an Ordinance amending Ordinance No. 2017-10, which established the Cross Creek North Community Development District, in order to amend the boundaries of the Cross Creek North Community Development District (C. Grimm)

Item Twenty-Three (23) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 1:04:18 and ending at 1:25:34. Below is a summary of the discussion and vote for this agenda item.

Wes Haber, of Kutak Rock Law Firm, presented a PowerPoint Presentation to provide details and information for the public hearing to consider the adoption of an Ordinance amending Ordinance Number 2017-10, as indicated above. The presentation is attached to the agenda.

There were questions and discussions regarding the vote by the CDD Board - unanimous in support, homes developed in the portion being requested to remove, zoning, intent for future development, ownership, and intent for the parcel that is excluded, and assessment of CDD.

Chairman Kristen Burke opened the floor for the public hearing at 5:14 pm.

Rick Woods, 414 Old Hard Road, Fleming Island, Florida, addressed the Board to discuss and address concerns raised by members of the CDD Board.

Helana Cormier, 2839 Woodbridge Crossing Court, Florida, addressed the Board to express her concerns about the requested change.

There were comments and discussions by the Board, staff, and applicant to address concerns raised during the public hearing regarding the development of homes and

amenities to be constructed, funding through the CDD vs. without developing additional amenities, and the bond.

Hearing no other comments, Chairman Kristen Burke closed the public hearing at 5:25 pm.

Commissioner Betsy Condon made a motion for approval, seconded by Vice-Chairman John Sgromolo, which carried 5-0.

24. Public Hearing to consider adoption of COMP 26-0002. (District 5, Comm. Burke) (D. Selig)

The applicant has requested a continuation to the May 5, 2026, Planning Commission Meeting.

This application is a FLUM amendment to change 46.39 acres from Branan Field Primary Conservation Network (BF-PCN) to Branan Field Master Planned Community (BF-MPC).

Item Twenty-Four (24) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 1:25:41 and ending at 1:30:54. Below is a summary of the discussion and vote for this agenda item.

All those wishing to speak were sworn in.

Dodie Selig, Chief Planner, addressed the Board to provide the information for the continuance of item twenty-four (24). However there would need to be a public hearing due to advertisement.

Chairman Kristen Burke opened the floor for the public hearing at 5:26 pm.

Erin Sayer, 2100 Spinnaker Court, Middleburg, Florida, addressed the Board to express her opposition to the requested item.

Hearing no other comments, Chairman Kristen Burke closed the public hearing at 5:30 pm.

Commissioner Alexandra Compere made a motion for approval of the requested continuance until the May 12, 2026, BoCC Meeting, seconded by Commissioner Jim Renninger, which carried 4-1, with Commissioner Betsy Condon in opposition.

25. Final Public Hearing to consider adoption of COMP 25-0015 and ZON 25-0029 (District 5, Comm Burke) (D. Selig)

A. COMP 25-0015

This application is a Comprehensive Plan Amendment that includes both text changes and a map amendment to increase the Lake Asbury Interchange Village Center (LA-IVC) at Henley Road.

B. ZON 25-0029

This application is a rezoning to increase the Lake Asbury Interchange Village Center (LA-IVC) at Henley Road.

Item Twenty-Five (25) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 1:30:55 and ending at 1:51:05. Below is a summary of the discussion and vote for this agenda item.

Dodie Selig, Chief Planner, presented a PowerPoint to provide details and information for the final public hearing on COMP-25-0015 and ZON-25-0029, as indicated above. See Attachment B.

Chairman Kristen Burke opened the floor for the public hearing at 5:34 pm.

Susan Fraser, SLF Consulting, Applicants agent, addressed the Board to provide more details for the requested change and answer questions from the Board.

Gary Schiff, 3272 Crocus Lane, Green Cove Springs, Florida, addressed the Board to express concerns with the requested change.

Tommy Childress, 3453 Village Park Drive, Green Cove Springs, Florida, addressed the Board to express concerns with the requested change and thank the developer for hearing and addressing the concerns.

Bob Neely, 3221 Crocus Lane, Green Cove Springs, Florida, addressed the Board to express concerns with the requested change.

Jason McKenzie, 2575 Lantana Lane, Green Cove Springs, Florida, addressed the Board to express concerns with the requested change.

Helana Cormier, 2839 Woodbridge Crossin Court, Green Cove Springs, Florida, addressed the Board to express concerns with the requested change.

Hearing no other comments, Chairman Kristen Burke closed the public hearing at 5:47 pm.

There was a brief conversation to clarify uses and zoning.

Commissioner Jim Renninger made a motion for approval of COMP-25-0015, seconded by Vice-Chairman John Sgromolo. Staff noted the acceptable uses/zoning within the rezoning and intended development, the motion carried 5-0.

Commissioner Betsy Condon made a motion to approval of ZON-25-0029, seconded by Vice-Chairman John Sgromolo, which carried 5-0.

26. Final Public Hearing to consider ZON 26-0006 (Sign Code Amendment)
(D. Selig)

This application comprises amendments to two articles of the Land Development Code.

A. First, is an ordinance related to Article III which amends Sec. 3-33B.C.I.14.f and adds Sec. 3-33B.C.I.14.g.

B. Second, is an ordinance related to Article VII which amends Sec. 7-3 and adds Sec. 7-35.

Item Twenty-Six (26) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 1:51:06 and ending at 2:04:54. Below is a summary of the discussion and vote for this agenda item.

Dodie Selig, Chief Planner, presented a PowerPoint to provide details and information for the final public hearing on ZON-26-0006, as indicated above. See Attachment C.

Chairman Kristen Burke opened the floor for the public hearing at 6:01 pm.

Frank Miller, 1 Independent Drive, Applicant's Agent, addressed the Board to provide additional details regarding the requested change and to answer questions from the Board.

Hearing no other comments, Chairman Kristen Burke closed the public hearing at 6:03 pm.

Commissioner Betsy Condon made a motion for approval of ZON-26-0006 (A), seconded by Commissioner Jim Renninger, which carried 5-0.

Commissioner Betsy Condon made a motion for approval of ZON-26-0006 (B), seconded by Vice-Chairman John Sgromolo, which carried 5-0.

There was a brief discussion regarding a timeline for expanding the ordinance to the Branan Field Master Plan and applying the plan to less than 2,000 acres.

27. Final Public Hearing to consider COMP 26-0004 and ZON 26-0005.
(District 4, Comm. Condon) (B. Carson)

A. COMP 26-0004

This application is a FLUM Amendment to change 1.16 acres from Commercial (COM) to Rural Residential (RR).

B. ZON 26-0005

This application is a rezoning to change from Neighborhood Business District (BA) to Rural Estates District (AR-2).

Item Twenty-Seven (27) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 2:04:55 and ending at 2:08:30. Below is a summary of the discussion and vote for this agenda item.

Beth Carson, Director of Planning and Zoning, presented a PowerPoint to provide details and information for the final public hearing on COMP-26-0004 and ZON-26-0005, as indicated above. See Attachment D.

There were questions and discussions regarding the uses in AR vs. AR2.

Chairman Kristen Burke opened the floor for the public hearing at 6:08 pm.

Hearing no comments, Chairman Kristen Burke closed the public hearing at 6:08 pm.

Commissioner Betsy Condon made a motion for approval of COMP-26-0004, seconded by Commissioner Alexandra Compere, which carried 5-0.

Commissioner Betsy Condon made a motion to approval of ZON-26-0005, seconded by Vice-Chairman John Sgromolo, which carried 5-0.

28. Final Public Hearing to consider ZON 26-0004. (District 5, Comm. Burke) (B.Carson)

This application is a rezoning to change 8.37 acres from Agricultural Residential (AR) to Community Business District (BB-2)

Item Twenty-Five (25) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 2:08:31 and ending at 3:17:00. Below is a summary of the discussion and vote for this agenda item.

Beth Carson, Director of Planning and Zoning, presented a PowerPoint to provide details and information for the final public hearing ZON-26-0004, as indicated above. See Attachment E.

A brief discussion was held to clarify the Planning Commission's vote and the required buffering and lighting.

Jason Gabriel, Burr & Forman, LLP, the Applicant's Agent, addressed the Board to provide more details and information regarding the requested change and provided a handout for reference. See Attachment F.

Chairman Kristen Burke opened the floor for the public hearing at 6:21 pm.

Denise Robertson, 3738 Bedford Drive, Middleburg, Florida, and President of the Boxwood HOA, addressed the Board to express concerns with the requested change.

Steven Van Bloem, 812 Cameron Oaks Place, Middleburg, Florida, and a member of the Oakleaf Branan-Ridge CAC, addressed the Board to clarify the CAC vote.

Helana Cormier, 2839 Woodbridge Crossing Court, Green Cove Springs, Florida, addressed the Board to express concerns regarding the requested change.

Hearing no other comments, Chairman Kristen Burke closed the public hearing at 6:27 pm.

The Board, staff, and agent made comments to address concerns raised during the public hearing and had lengthy discussions regarding allowable uses, nearby residential, PCD/PUD vs BB2, buffering requirements, the potential noise, clarification regarding the notification of the CAC meetings and the intent of the CAC, drainage, clarification of the site plan for development (See Attachment G) and the addition of a turn lane, sidewalks, and the reputation of the developer.

Following all discussions, Commissioner Alexandra Compere made a motion to deny ZON-26-0004, seconded by Commissioner Jim Renninger. There was discussion about reasons to continue the item and dates for the item to be heard again. The previous motion was withdrawn.

Commissioner Alexandra Compere made a motion to approve continuing the item to be heard at the June 9, 2026, BoCC meeting, seconded by Commissioner Jim Renninger, which carried 5-0.

LETTERS FOR ACTION

29. Joint Legislative Auditing Committee (JLAC) Audit Finding Response.
(H. Boucher)

Item Twenty-Nine (29) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 3:29:56 and ending at 3:31:07. Below is a summary of the discussion and vote for this agenda item.

Heather Boucher, Commission Auditor, addressed the Board to provide the details and information for the JLAC findings. The information discussed is attached to the agenda.

There were questions and discussions regarding inclusion of pictures in the response.

Commissioner Betsy Condon made a motion to approval, seconded by Commissioner Jim Renninger, which carried 5-0.

LETTERS OF DOCUMENTATION

30. Bid Opening Tabulations (K. Smith)

Bid Opening Tabulations for April 14, 2026:

A. RFQ No. 25/26-016, Construction Engineering and Inspection Services for SUN Trail

B. Bid No. 25/26-027, Firefighter Gear Storage Shed Construction

C. Bid No. 25/26-062, Dirt Road Paving of Lakeview Street and Hilltop Street

Chairman Kristen Burke acknowledged the Letters of Documentation.

PUBLIC COMMENTS

Vice-Chairman Kristen Burke opened the floor for the public comment at 7:31 pm.

Hearing no comments, Vice-Chairman Kristen Burke closed public comment at 7:31 pm.

COMMISSION AUDITOR

31. City of Green Cove Springs CRA Update

Item Thirty-One (31) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 3:31:38 and ending at 3:42:29. Below is a summary of the discussion and vote for this agenda item.

Heather Boucher, Commission Auditor, presented a PowerPoint presentation to provide an update for the City of Green Cove Springs CRA. See Attachment H.

Topics Discussed:

- Logo
- Postcard
- Clarification of a CRA
- Boundary Map
- CRA Board Members
- The Hotel ERA
- Improvement Assistance Grant
- Utility Box Wraps

There were comments regarding receiving a brief from the additional CRA located in Keystone Heights, Florida, and funding received and used by the CRA.

COUNTY ATTORNEY

Courtney Grimm, County Attorney, had no comments.

COUNTY MANAGER

County Manager can be seen at www.claycountygov.com/government/clay-county-tv-

and-video-archive/BCC Agenda/April 28, 2026, beginning at 3:42:37 and ending at 4:16:35. Below is a summary of the discussion.

Howard Wanamaker, County Manager, mentioned that the Touch-A-Truck event was successful and noted those who were recognized and received awards.

Winners:

- 2025 Clay County Veteran of the Year, Retired United States Army Major Jessica Polvikoski
- 2025 Clay County Volunteer of the Year, Jenielle Holderfield
- 2025 Clay County Youth Volunteer of the Year: Amaia Arteta
- Veterans Distinguished Service Awardees:
 - Retired U.S. Army Staff Sergeant Matt Flint
 - Retired U.S. Army Specialist Kristle Helmuth
- Volunteer Distinguished Service Awardees:
 - Brian Knight
 - Mary Medford
- Distinguished Service to Clay County:
 - Richard Carey

County Manager Wanamaker requested that he yield the rest of his time so Chief Lorin Mock could provide an update on the fires.

Chief Lorin Mock addressed the Board to provide an update and details on the recent fires and to provide an overview of how CCFR and other agencies managed and fought them. Chief Mock also spoke about the community outreach and donations and thanked everyone involved for their support.

There was a brief conversation regarding injuries or loss of life due to the fires, onsite visits, and shows of support by state/federal partners and agencies that assisted CCFR, as well as CCFR off-duty firefighters, partners, and forestry staff.

The Board also expressed their gratitude to CCFR and all those involved for their efforts during the fires, and comments were made regarding the current status of the fire, the burn ban that is still in place, commercial burns, leadership, collaboration of all agencies, the bird strike on an air asset, and the drone ban in place.

COMMISSIONERS' COMMENTS

Commissioners can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/April 28, 2026](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/April%2028,%202026), beginning at 4:16:36 and ending at 4:46:37. Below is a summary of the discussion.

Commissioner Jim Renninger mentioned the recognition of the 30th Anniversary for Clay County Clerk of Court and Comptroller - Teen Court and the first veteran to move in at the Veterans Village. Commissioner Renninger spoke about the upcoming ribbon cutting for Waste-Not Want-Not on Thursday, April 30, 2026, from 3:00 pm to 5:00 pm, and about Challenge Enterprises' breakfast on Wednesday morning, April 29, 2026.

Commissioner Renninger also acknowledged Doug Conkey of SJRWMD and Leigh Wilsey of Northeast Florida Regional Council and thanked them for their attendance.

Commissioner Alexandra Compere spoke about extending the Board's appreciation to the library staff and the takeaways from touring the library. Commissioner Compere also mentioned the renderings in the room for the Oakleaf Library. Commissioner Compere talked about attending the Celebrate Clay breakfast. Commissioner Compere said next Thursday, May 7, 2026, from 8:30 to 9:30 am, Morning Star Family Church is hosting a National Day of Prayer Service, and the Penney Farms Retirement Community is also hosting a National Day of Prayer Service from 7:00 pm to 8:00 pm, and mentioned that Sunday, May 17, 2026, has been designated as a second National Day of Prayer. Commissioner Compere spoke about the comments made about the county's process regarding the CAC's function, and requested to workshop the breakdown in the process.

The Board had discussions regarding changes made by developers after being heard by another board or CAC during the process, the timeline for recommendations received, the role and benefits of the CAC, the procedure, the CAC's involvement, training for CAC members and notification of meetings.

Vice-Chairman John Sgromolo gave a shout-out to Crawford Powell, Director of EDC for the success of the Expressway Summit. Vice-Chairman Sgromolo thanked the Orange Park Rotary Club for the invitation to speak along with two of the students from Commissioner for a Day, Reagan Cobb and Mackenzie Alexander. Vice-Chairman Sgromolo also gave a shout-out to the Clay Bar Association for the success of the Law Day Luncheon and spoke about the takeaways. Vice-Chairman spoke about the success of the Touch-A-Truck Event and thanked staff. Vice-Chairman Sgromolo spoke about how grateful he is to be a part of Clay County and expressed his appreciation to CCFR, CCSO, Emergency Management team and all those involved in the efforts during the fires. Vice-Chairman noted that tonight's meeting had a theme - Community, it is not often you will see residents actively negotiating with developers and that is how it is suppose to work, in community and democracy, it was a great meeting.

Commissioner Betsy Condon mentioned speaking at the Women's Empowerment Luncheon and expressed her appreciation for the invitation. Commissioner Condon also mentioned the National Day of Prayer on May 7, 2026, which is also Police Memorial Day and Regional Council Meeting, and May 14, 2026, is the Habitat for Humanity Women Build Gala at the Clay Theater. Commissioner Condon also expressed her condolences to the firefighters and the Forestry Division families. Commissioner Condon noted the Keystones Heights National Day of Prayer would be held in Bryans Ace Hardware parking lot in the evening.

Chairman Kristen Burke expressed her gratitude to be a part of Clay County and the events she gets to be a part of as a commissioner. Chairman Burke spoke about the success of the Touch-A-Truck event and the touching ceremony, which makes her even prouder to be part of the county, and about the takeaways from the last week.

Hearing no further business, Chairman Kristen Burke adjourned the meeting at 8:46 pm.

Attest:

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

Chairman or Vice-Chairman

Attachment
“A”
Pet Adoption



Gus

ANIMAL ID: A0060850273

SEX: Neutered Male

BREED: Domestic shorthair, 2 years old 8 pounds

LOCATION: CCAS Main Shelter in Green Cove Springs

ABOUT: Gus is the definition of social: he wants to be where the people are, supervising your tasks, inserting himself into conversations, and making sure you never feel lonely for even a second. Like many orange cats, he's also a bit mischievous — the playful, goofy kind that keeps life interesting.

If you're looking for a lively companion who brings joy, laughs, and a whole lot of orange-cat charm, Gus is your guy.

claycountygov.com/adopt



Nala

ANIMAL ID: A0060858913

SEX: Spayed Female

BREED: Mixed Breed; 5 years old 54 pounds

LOCATION: CCAS Main Shelter in Green Cove Springs

ABOUT: Meet Nala — the tiny tornado of joy you never knew you needed.

She may be pocket-sized, but don't let that fool you. This girl is tiny but mighty, and she absolutely knows it. Nala starts off a little shy, but once she decides you're part of her inner circle, she transforms into a full-blown love bug with VIP-level enthusiasm.

Her signature move? A happy-feet tap dance every time her favorite humans walk into the room. It's like being greeted by a very small, very excited barista who's thrilled you ordered the usual.

claycountygov.com/adopt



Calypso

ANIMAL ID: A0060858913

SEX: Spayed female

BREED: Domestic Short hair, 4 year old; 9 pounds

LOCATION: CCAS Main Shelter in Green Cove Springs

ABOUT: Meet Calypso. Like many calicos, Calypso starts off a bit shy, taking her time to decide who's worthy of her trust. But once she warms up, she reveals her true colors — playful, expressive, and full of that classic calico charm. She's the kind of cat who bonds deeply, shows affection on her own terms, and brings a delightful mix of sweetness and sass to any home. Calypso just needs a patient person who appreciates a cat with personality and a heart that blooms slowly but beautifully.



claycountygov.com/adopt



Darrell

ANIMAL ID: A0060249065

SEX: Neutered Male, Heartworm Negative

BREED: Mix Breed; 5 Years old; 62 pounds
Heartworm Negative

LOCATION: CCAS Main Shelter in Green Cove Springs

ABOUT: Meet Darrell — the dog who loves **EVERYTHING** with his whole heart and soul. This enthusiastic king of joy adores other dogs, though sometimes his spiritual play style needs a little guidance so he doesn't accidentally bless his friends with too much enthusiasm. Darrell is sweet, goofy, and ready to love you with the intensity of a thousand suns. If you're looking for a dog who commits fully to fun, friendship, and life itself, Darrell is your guy.



claycountygov.com/adopt



Ready to Meet Your New Best Friend?

Our adoptable animals are waiting to add some extra love and fun to your life. From wagging tails to purring kitties, we've got the perfect companion just for you. 🐶 🐱

Want to see who's available? Head over to our website and meet our adorable crew looking for their forever homes.

Got questions? Drop us a line at

Clayoptions@claycountygov.com and let's chat!

Don't wait! Your new best friend is just a click away! 🏠 ❤️

**Pictured: Bottle babies are in need of a foster home, please call the shelter for more information. We are always in need of foster homes where they can grow, receive socialization and even medical fosters, and get the care they needs until they are ready for adoption. Could you provide a loving temporary home for one of our foster animals? If so, please contact us at clayfosters@claycountygov.com*

claycountygov.com/adopt



If you are interested in helping our furry friends but can't bring one home, please take a look at our Amazon wish list. We are always in need of items for the shelter animals.

[Amazon.com](https://www.amazon.com)

claycountygov.com/adopt

Attachment
“B”
COMP-25-0015
ZON-25-0029

Large Scale Comprehensive Plan Future Land Use Map
Amendment:

COMP 25-0015

Rezoning Application:

ZON 25-0029

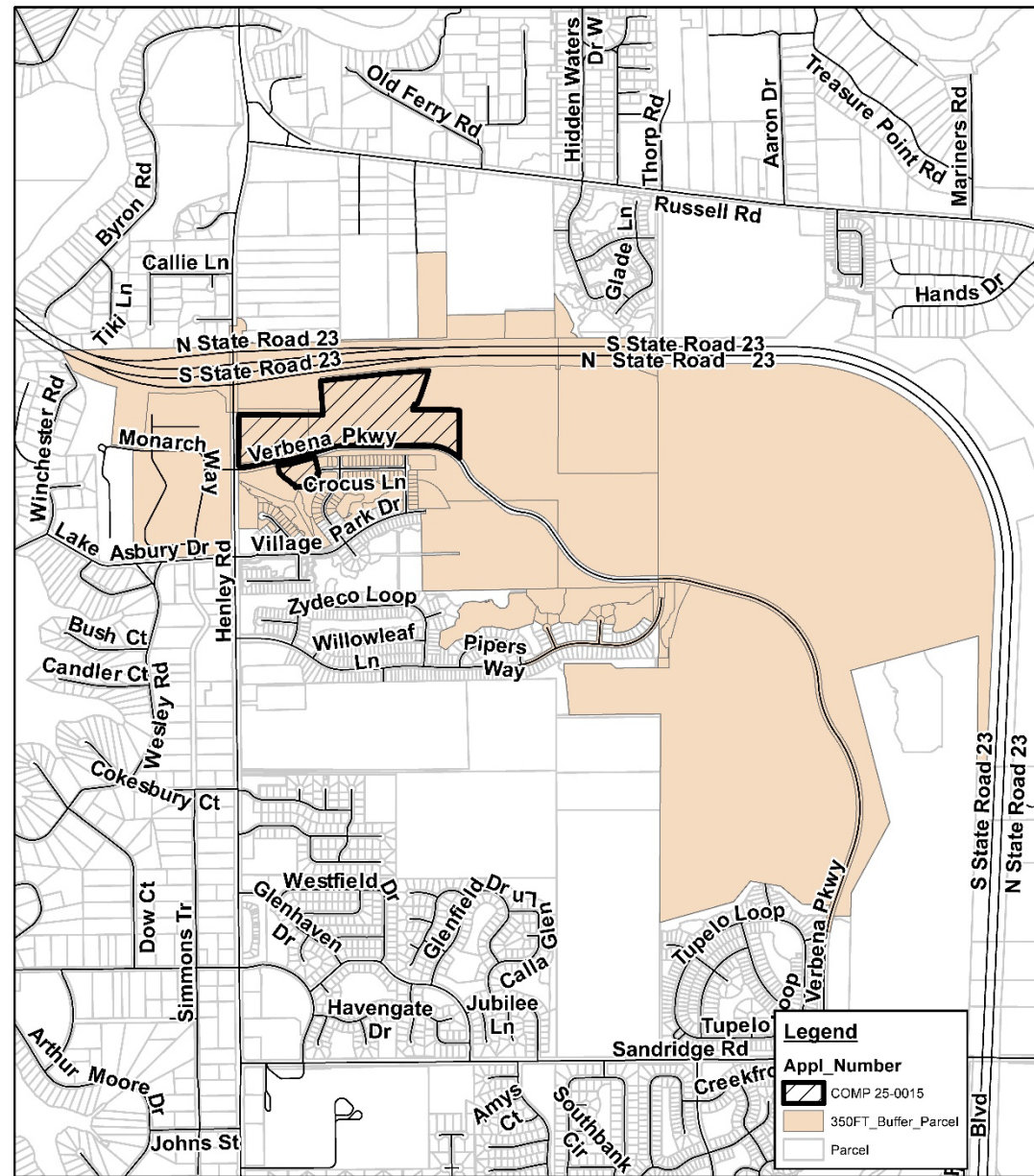
Board of County Commissioners
April 28, 2026

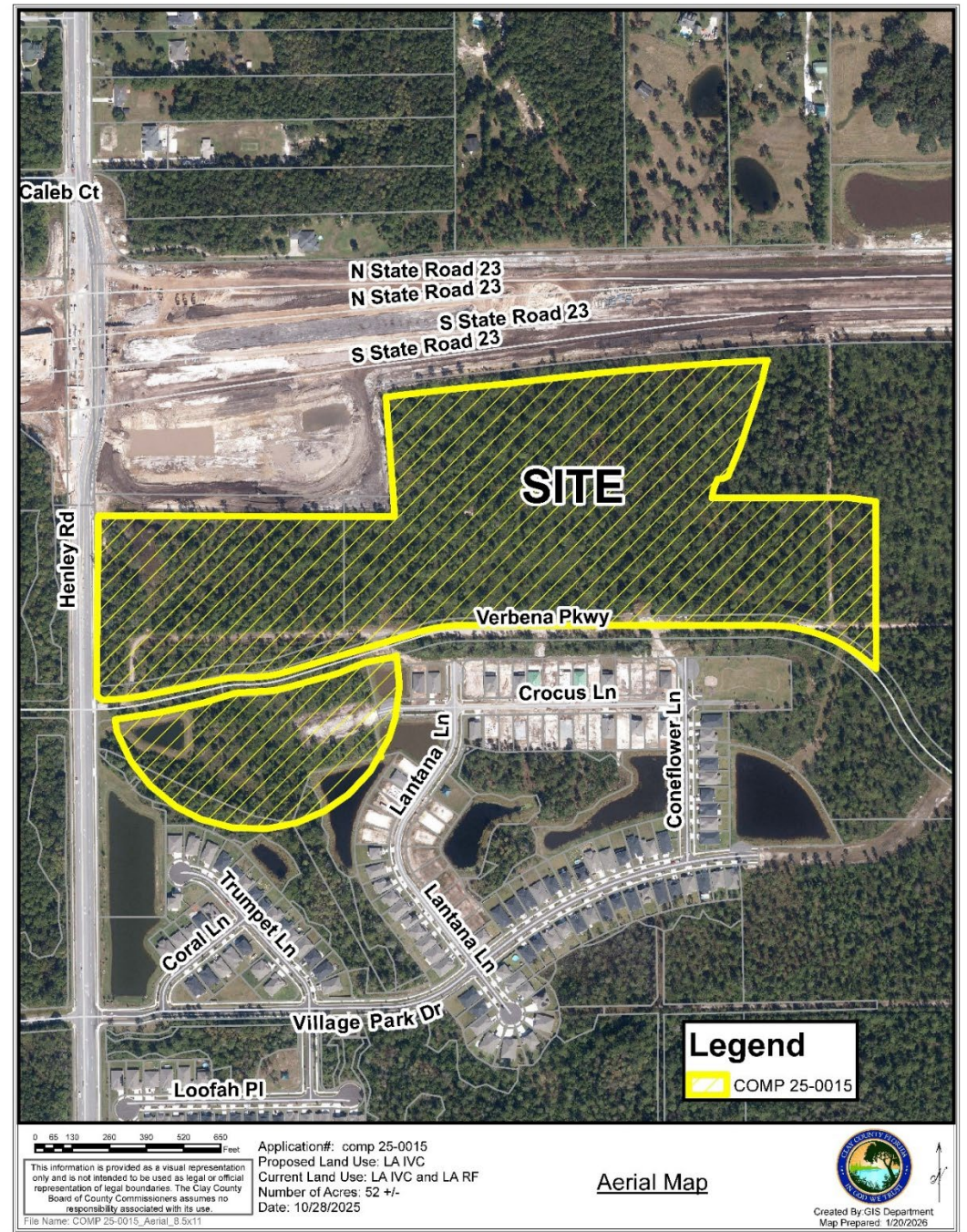
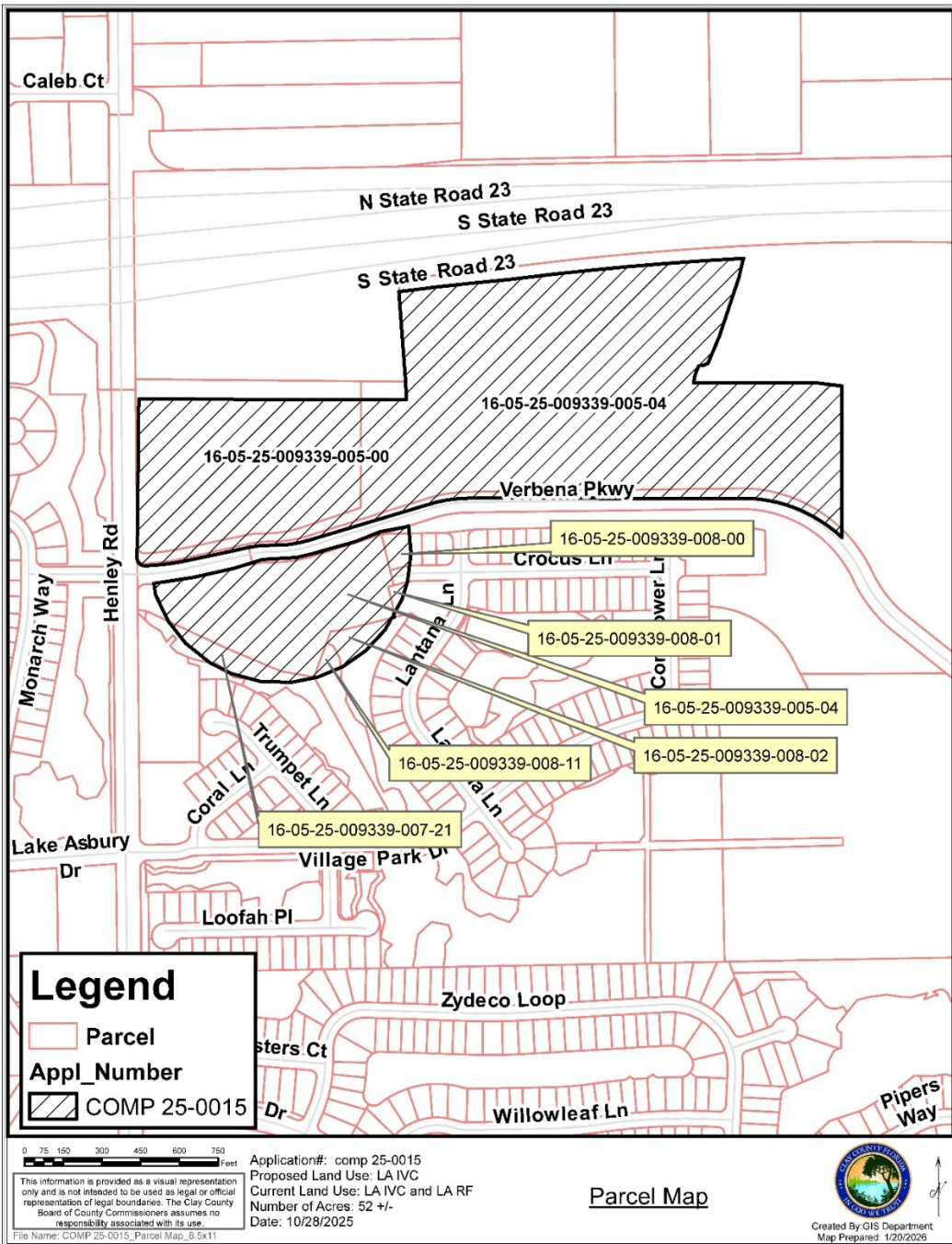


Application Information

Applicant: Susan Fraser (SLF Consulting, Inc.)
Location: East side of Henley Rd. and Verbena Pkwy.
Planning District: Lake Asbury/Penney Farms District
Commission District: 5 Commissioner Burke
Parcels: 16-05-25-009339-005-00 and 16-05-25-009339-005-04

- COMP 25-0015 includes both text and map components of the Lake Asbury Interchange Village Center (LA IVC) Future Land Use designation.
- ZON 25-0029 mirrors the LA IVC Zoning boundary after the LA IVC Future Land Use boundary.





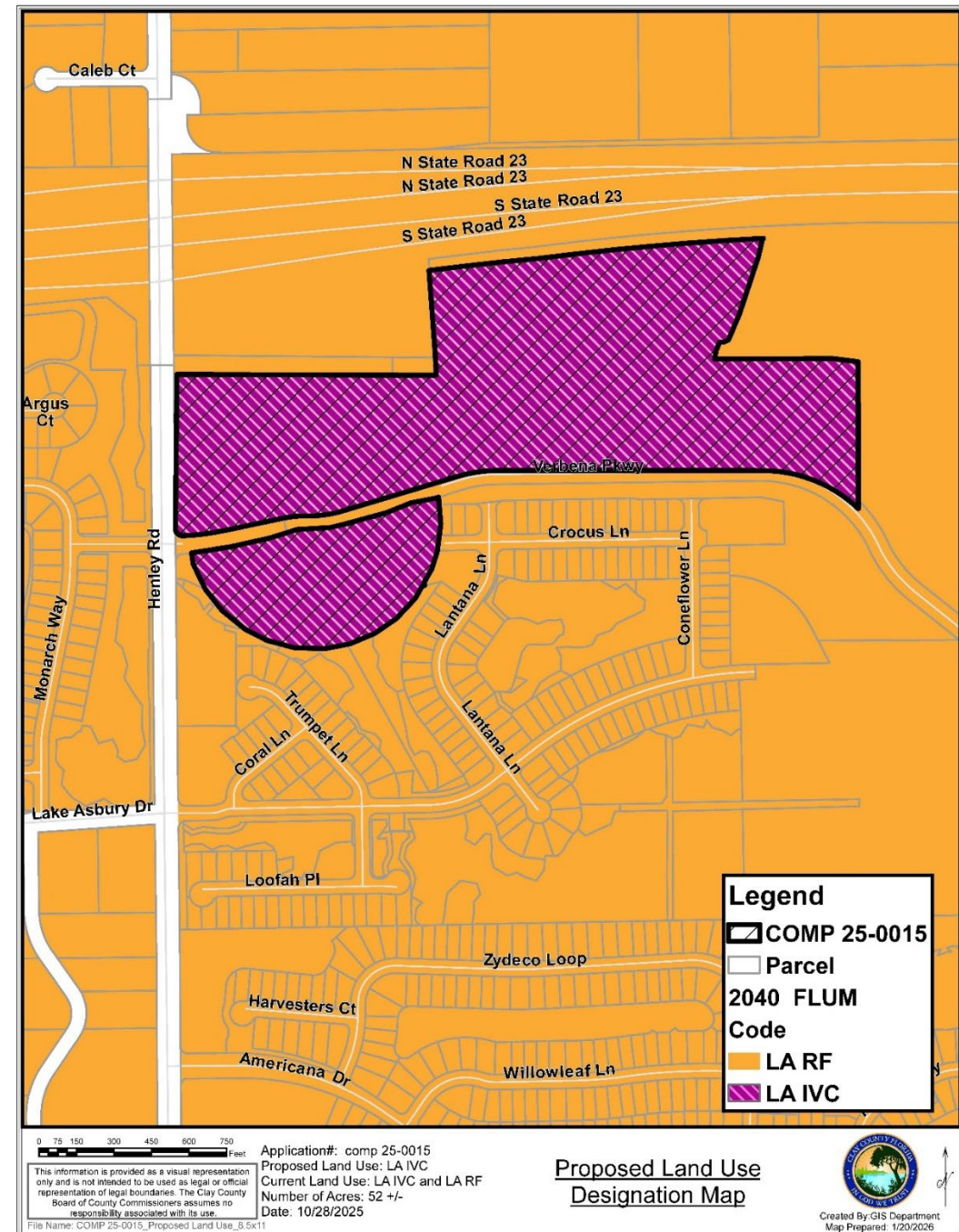
Proposed Changes

- Increase the total number of LA IVC acres allowed from 18.75 to 52 specifically for the LA IVC at this location.
- Reduce the minimum required acres for residential from 10% to 0%.
- Reduce the maximum required acres for residential from 50% to 30%.
- Amend the Future Land Use and Zoning Maps

Proposed Changes

Interchange Village Center Land Use Sub-Category	Minimum Required (acres)	Maximum Permitted (acres)
Residential <u>at SR 16</u>	10%	50%
Residential <u>at CR 739</u>	10% <u>0%</u>	50% <u>30%</u>
Office	10%	No Max
Commercial/Retail	5%	65%
Light Industrial <u>at SR 16</u>	0%	No Max
Civic/Public Parks	10%	No Max

Amend the Future Land Use Map and the Zoning Map to clarify and increase the location of the LA IVC designation at CR 739 for a portion of two parcels.



Prior Action

On January 15, 2026, the Lake Asbury/Penney Farms CAC voted 7-1 to recommend approval of COMP 25-0015 and 8-0 to recommend approval of ZON 25-0029.

On February 3, 2026, the Planning Commission voted 5-0 to recommend approval of COMP 25-0015.

On February 24, 2026, the Board voted 4-0 to transmit COMP 25-0015 to the State for review.

On March 27, 2026, the Department of Commerce issued a letter indicating they had no comments regarding the changes proposed under COMP 25-0015.

Recommendations

COMP 25-0015

Staff finds that the criteria for the Comprehensive Plan Amendment have been met and recommends approval of COMP 25-0015.

ZON 25-0029

Staff finds that the criteria for the Rezoning have been met and recommends approval of ZON 25-0029.

Attachment
“C”
ZON-26-0006

Zoning Text Amendment:

ZON 26-0006

Board of County Commissioners
April 28, 2026



Amendment Summary

Applicant: Frank Miller (Gunster)

Location: Lake Asbury Master Plan and lands outside the Branan Field MP

This application is as amendment to the Land Development Code amending regulations in Article III and Article VII related to signage.

Background:

The applicant is proposing the creation of a “Master Sign Plan” approval process. This option would apply to projects meeting the definition of a “Unified Large-Scale Development”.

Unified Large-Scale Development means a comprehensive, master planned, multi-phase development incorporating a combination of residential, commercial, retail and/or office uses and consisting of not less than 2,000 acres.

Article III changes – Lake Asbury

Sec. 3-33B.C.I.14.f – Prohibited Signs

- i. Pole or pylon signs. (except as may be allowed as part of a Unified Large Scale Development Master Sign Plan under Art. VII, Sign Regulations);
- ii. ~~Billboards and off-premises signs;~~
- iii. Off-premises signs (except as may be allowed as part of a Unified Large Scale Development Master Sign Plan under Art. VII, Sign Regulations);

Sec. 3-33B.C.I.14.g – (NEW)

- a. Unified Large-Scale Development Signs. Signage for a project meeting the definition of a Unified Large-Scale Development under Art. VII, Sign Regulations of Clay County, Florida, shall be regulated by the provisions of that article.

Article VIII changes – Sec. 7-3 Definitions

(NEW) *Directional sign* means a sign lawfully installed within a road right-of-way that provides limited navigational guidance to motorists, bicyclists, or pedestrians by means of arrows, symbols, or minimal text indicating the location or direction of a geographic area, public facility, civic use, or legally permitted land use. For purposes of this code, a Directional Sign is regulated based on its location, physical characteristics, and function of conveying navigation, and not on the specific identity or category of the destination named. Directional signs may be located in the right-of-way only if approved as part of an MSP.

(NEW) *Gateway Feature Sign* means a sign structure located at the boundary of a geographic area depicted in a Master Site Plan and which is designed to establish or identify a geographic location. A Gateway Feature sign may include symbols and/or minimal text indicating the location of a geographic area. Gateway Features shall be located adjacent to or within the right-of-way of a public or private roadway which provides primary access to the area defined by the Master Site Plan.

Article VIII changes – Sec. 7-3 Definitions

(NEW) *Master Sign Plan (MSP)* means a unified signage plan that is governed by uniform design standards including location, size, height, design and physical characteristics of multiple signs within a defined geographic area under unified control.

(NEW) *Non-Residential Monument Sign* means a monument style sign structure that is located on a parcel with a non-residential zoning district designation.

(NEW) *Residential Monument Sign* means a monument style sign structure that is located on a parcel with a residential zoning district designation.

Article VIII changes – Sec. 7-3 Definitions

(New) Temporary Monument Sign means a monument style sign structure that is located on a parcel within an MSP, in place of, and prior to, construction of a permanent Residential or Non-Residential Monument Sign. Temporary Monument Signs must maintain a five-foot setback from all property lines, must be located outside of any traveled way or sight visibility triangle, and must be removed from a parcel upon construction of the permanent Monument Sign for that parcel.

(NEW) Unified Control means evidence that all property owners or leasehold interests within the area subject to an MSP have consented in a recorded agreement to all of the terms and provisions of the MSP and shall be entitled to all the MSP benefits and subject to all the MSP burdens.

(NEW) Unified Large-Scale Development means a comprehensive master planned, multi-phase development incorporating a combination of residential, commercial, retail and/or office uses and consisting of not less than 2,000 contiguous acres.

Article VIII changes – Sec. 7-35 Master Sign Plan

Submittal Requirements

- (1) A map showing the Master Sign Plan boundary and all signs
- (2) A sign schedule
- (3) Design standards
- (4) Documentation showing Unified Control of all parcels

Article VIII changes – Sec. 7-35 Master Sign Plan

SIGNAGE TYPE	SIGN STRUCTURE HEIGHT	SIGN FACE AREA
Gateway Feature Sign	15 feet	150 sq.ft.
Non-Residential Monument Sign	15 feet	150 sq.ft.
Residential Monument Sign	8 feet	32 sq.ft.
Temporary Monument Sign (Resid. or Non-Resid.)	8 feet	32 sq.ft.
Directional Sign	8 feet	32 sq.ft.

Lake Asbury Requirements:

Office Complex Sign	15 feet	150 sq.ft.
Non-Residential Monument Sign	12 feet	150 sq.ft.
Residential Monument Sign	12 feet	32 sq.ft.

Article VIII changes – Sec. 7-35 Master Sign Plan

Directional and Gateway Feature Signs shall:

- Contain no more than the minimum text necessary to identify the destination and convey direction or distance
- Not include commercial advertising, promotional language, or price information
- Be uniform in design, including size, color, materials, and typography, as established by the MSP standards

Article VIII changes – Sec. 7-35 Master Sign Plan

Directional Signs shall:

- Be separated by a distance of 2,000 feet
 - Within 1,000 feet of the intersection of a roadway classified as a collector or higher, there shall be no more than one Directional sign for each direction of travel

Gateway Feature Signs shall:

- Be placed and maintained only at the boundary of a geographic area depicted in an MSP.
- Be separated by a distance of no less than 1 mile.

Article VIII changes – Sec. 7-35 Master Sign Plan

Conditions of Approval

- A recorded agreement documenting Unified Control over the defined geographic area covered by the MSP.
- The MSP shall run with the land.
- All signs shall be installed and maintained in accordance with the approved plan.
- Any modification to sign location, size, or design shall require MSP amendment.
- Failure to maintain compliance may result in revocation of the MSP and removal of nonconforming signs under Art. VII.

Article VIII changes – Sec. 7-35 Master Sign Plan

Administrative Approval Process

The Director of Planning and Zoning may authorize variances of the code for signs in an MSP such as height or sign face area within certain limits.

Signage Type	Waiver %
Gateway Feature	10%
Non-Residential Monument Sign	15%
Residential Monument Sign	15%

The review of the Master Sign Plan application shall be completed within fifteen business days and shall use the same content neutral criteria as the Board.

Signs which do not meet the MSP requirements for Administrative Approval may seek approval from the Board.

Article VIII changes – Sec. 7-35 Master Sign Plan

Board Approval Process

The Board of County Commissioners shall review the following:

- An MSP application upon which no decision is rendered, that is granted with conditions or modifications, or that is denied under the Administrative Process.
- Any MSP that does not include a means of Unified Control for all properties.
- Any sign removed from an MSP through the administrative approval process as greater in height, size or sign face area than is permitted.

The Board's review shall be based on the same content neutral criteria as the Administrative review.

Article VIII changes – Sec. 7-35 Master Sign Plan

Amendment Process

An MSP may be amended to add or delete any sign or any property from the boundaries of the Master Sign Plan.

In no case shall an MSP boundary be reduced below the minimum threshold required for a Unified Large-Scale Development.

Any sign on a parcel of land that is removed from an MSP, which does not meet the requirements of Article VII at the time the parcel is removed from the MSP, shall be brought into compliance with the requirements of Article VII within 180 days or removed from the parcel.

An MSP shall be amended in the same manner as an original application.

Prior Action

On April 7, 2026, the Planning Commission heard this item and voted 4-1 to recommend approval of this item with the changes listed by Staff.

On April 9, 2026, the Lake Asbury/Penney Farms Citizen Advisory Committee heard this item and voted 6-0 to recommend approval of the item.

Recommendation

ZON 26-0006

Staff finds that the criteria for the Zoning Amendment have been met and recommends approval of both ordinances under ZON 26-0006.

Attachment
“D”
COMP-26-0004
ZON-26-0005

Small Scale Comprehensive Plan Future Land Use Map
Amendment:

COMP 26-0004

Rezoning Application:

ZON 26-0005

Planning Commission
heard item April 7, 2026



Application Information

Applicant: Luke Marlar (FNC Homes, Inc.)

Location: 4538 Mayflower Street

Planning District: Middleburg/Clay Hill District

Commission District: 4 Commissioner Condon

Parcel: 16-05-24-005954-163-00

- COMP 26-0004 would change the Future Land Use (FLU) designation from Commercial (COM) to Rural Residential (RR).
- ZON 26-0005 would change the zoning from Neighborhood Business District (BA) to Rural Estates District (AR-2).

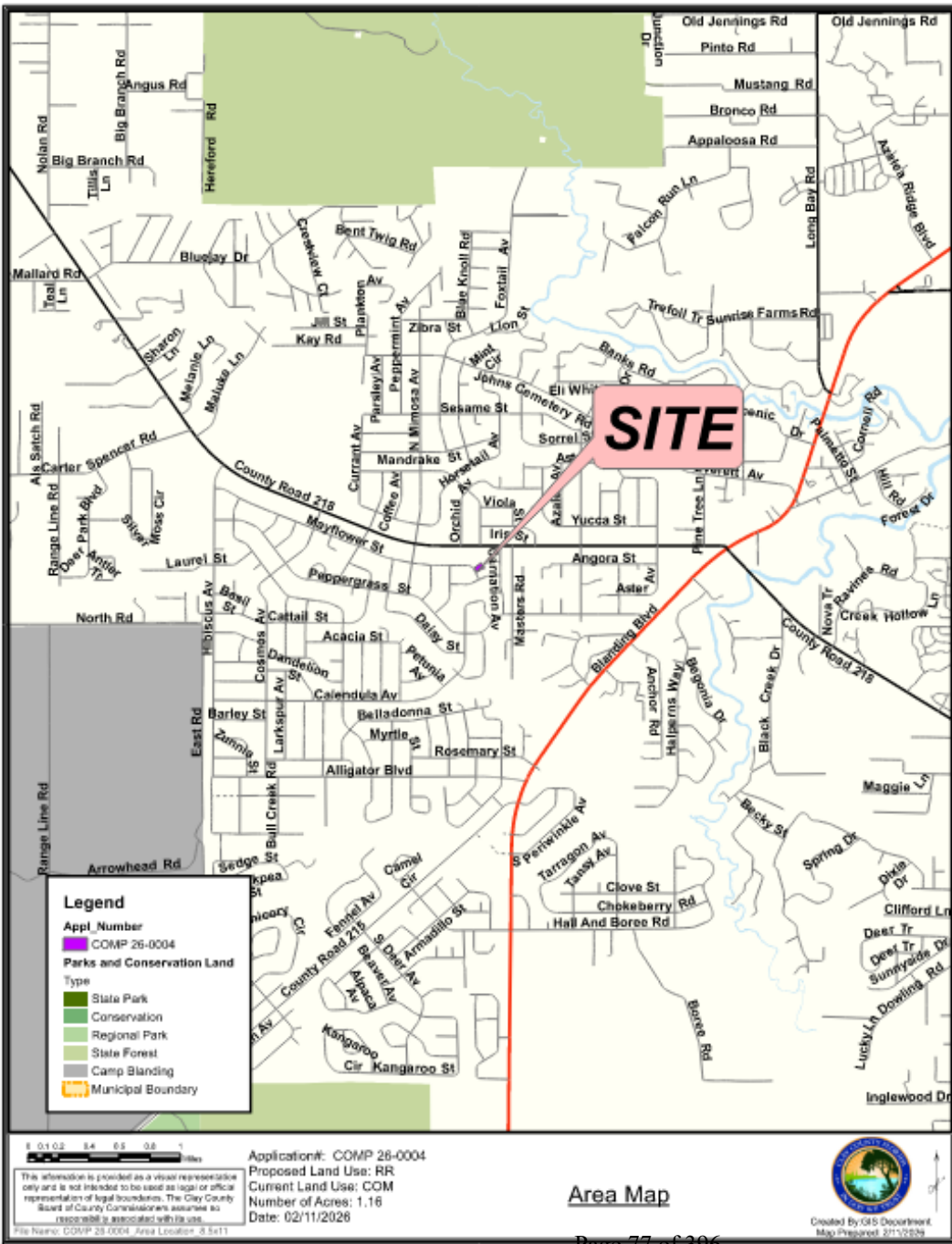


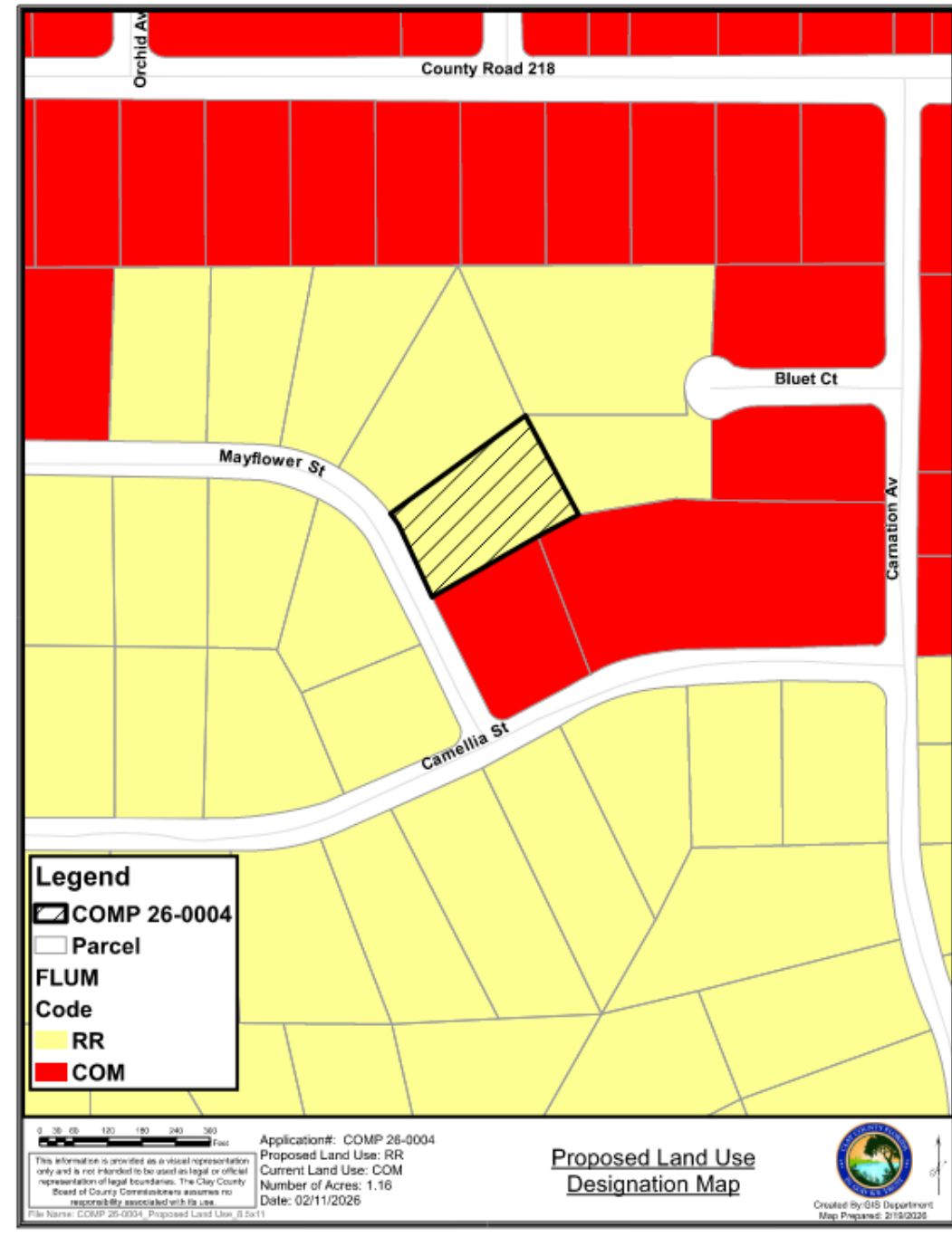
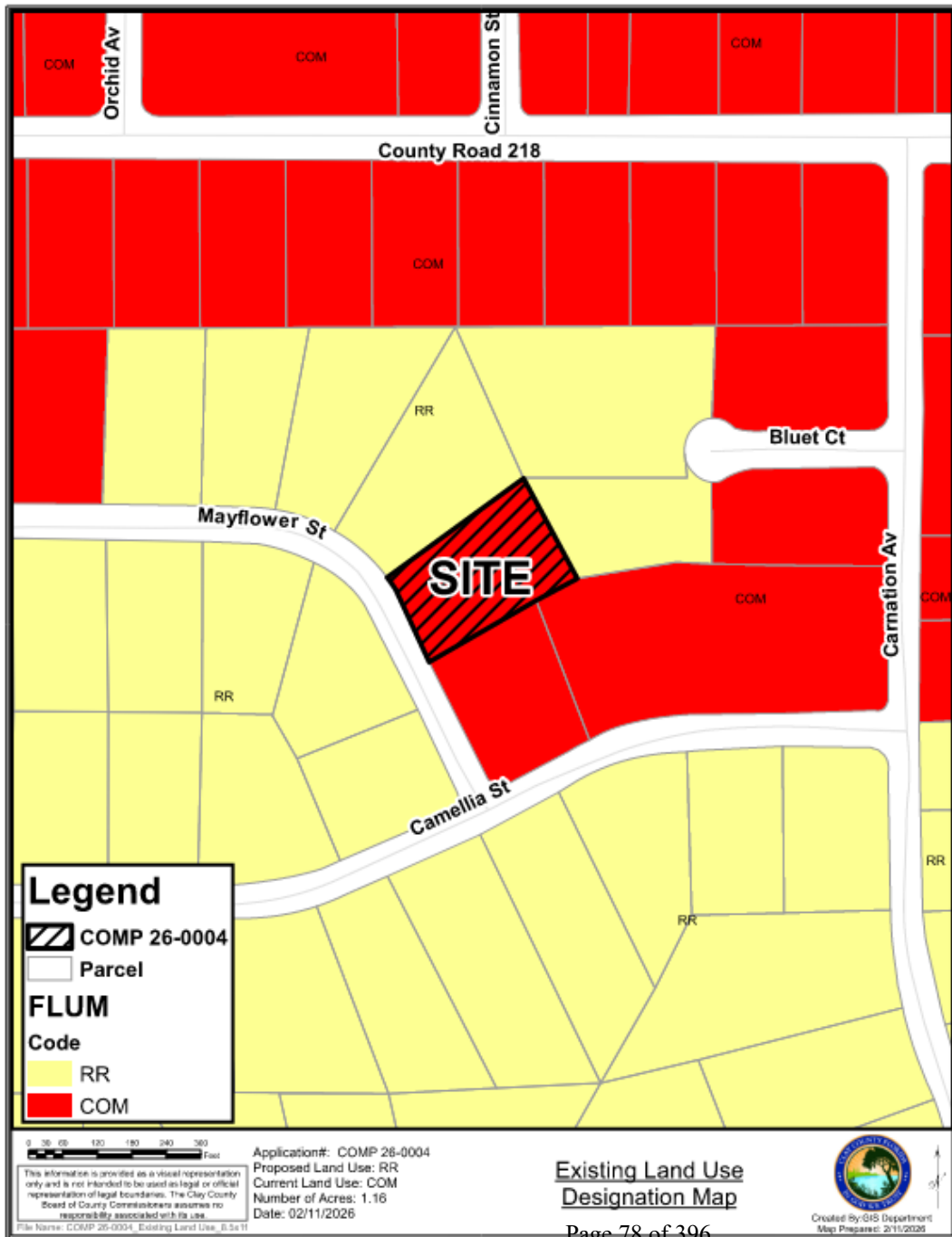
350' Parcel Notifications Map
COMP 26-0004

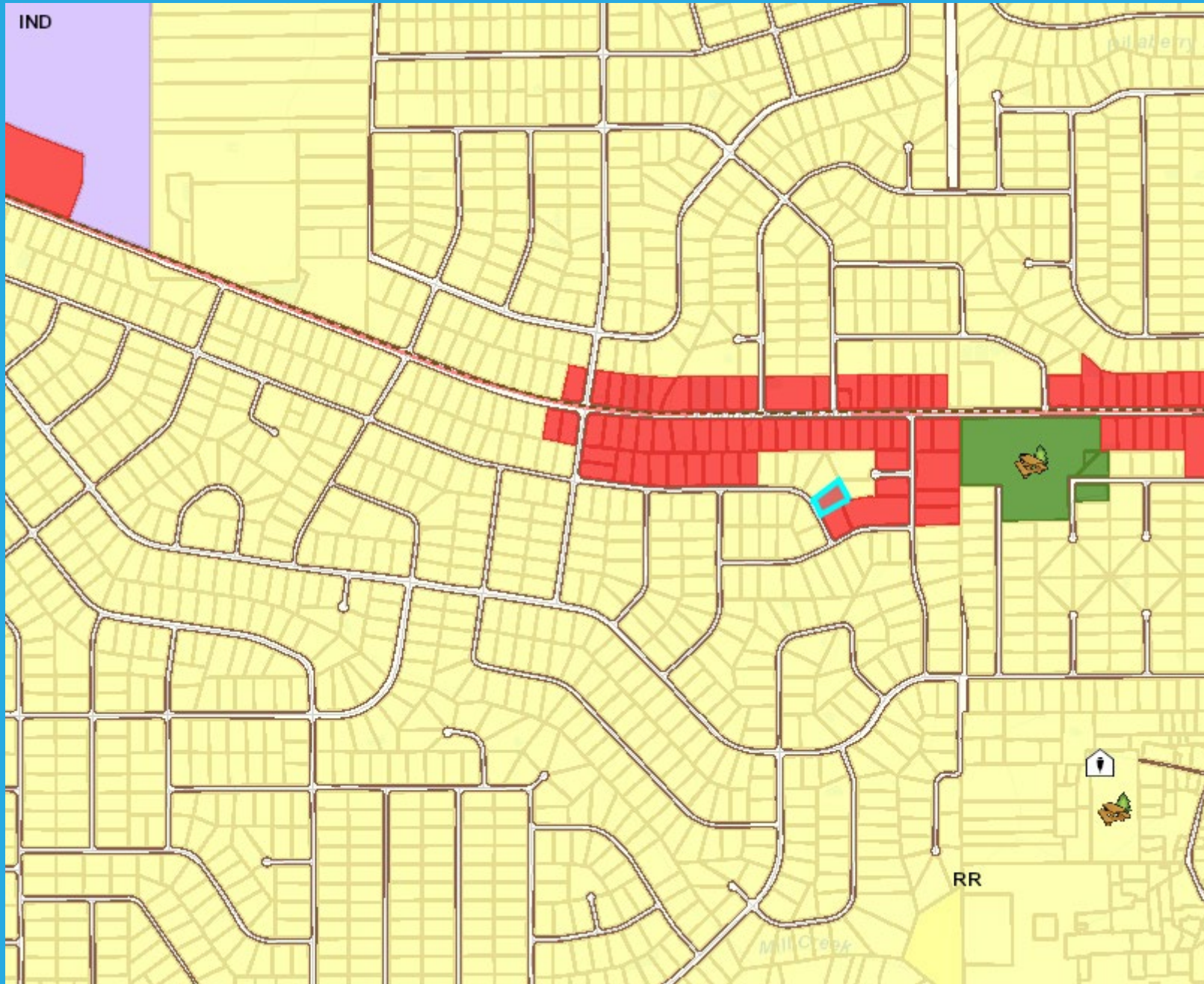


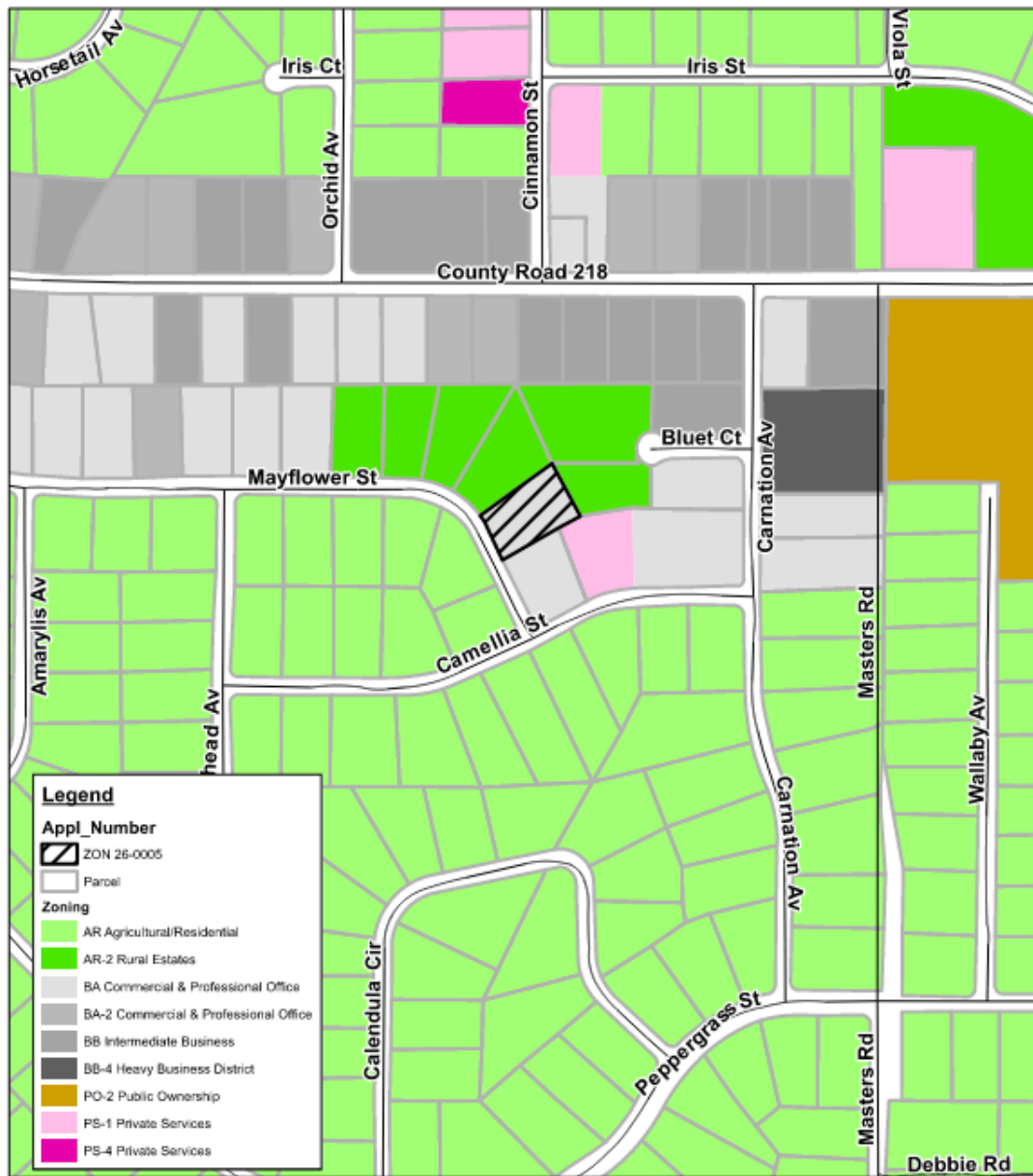
Name	Address1	City	Stat	ZipCode
All American Electrical Co Inc	1706 Amberly Dr	Middleburg	FL	320683846
Allen Aubree E Et Al	4542 Mayflower St	Middleburg	FL	320685323
Big Branch Tree Service Inc	5184 Carter Spencer Rd	Middleburg	FL	320684507
Colvin Glen	4517 Bluet Ct	Middleburg	FL	320685308
Colvin Linda C	4517 Bluet Ct	Middleburg	FL	320685308
FNC Homes Inc	13245 Atlantic Blvd, Ste 4332	Jacksonville	FL	322257121
Gray Peter L	4541 Mayflower St	Middleburg	FL	320685351
Hall Douglas E	4546 Mayflower St	Middleburg	FL	320685323
Hoang Trinh Et Al	147 Greeves Rd	New Hampton	NY	109583925
Imrie George J	4556 Mayflower St	Middleburg	FL	320685323
Jenkins Lance C	4511 Bluet Ct	Middleburg	FL	320685308
Long Justin Ryan	4539 Camellia St	Middleburg	FL	320685315
March Christopher Earle Colby	4531 Camellia St	Middleburg	FL	320685315
McCarthy Evan Vincent	4523 Camellia St	Middleburg	FL	320685315
McNiel Mary EL/E	4530 Mayflower St	Middleburg	FL	320685323
Morey Helen F	4550 Mayflower St	Middleburg	FL	320685323
Pannell Timothy M	4549 Mayflower St	Middleburg	FL	320685351
Price William	4921 Alfalfa St	Middleburg	FL	320685455
Renfro Ernest H	4385 County Road 218	Middleburg	FL	320684876
Roberts Karen S	4540 Camellia St	Middleburg	FL	320685314
ROSS ALZIE G TRUSTEE	4900 ADRA COURT	FLEMING ISLAND	FL	32003
Sims Patricia A EL/E	4555 Mayflower St	Middleburg	FL	320685351
Tegland Barbara J	4550 Camellia St	Middleburg	FL	320685314











Legend

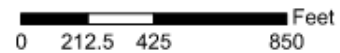
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ZON 26-0005

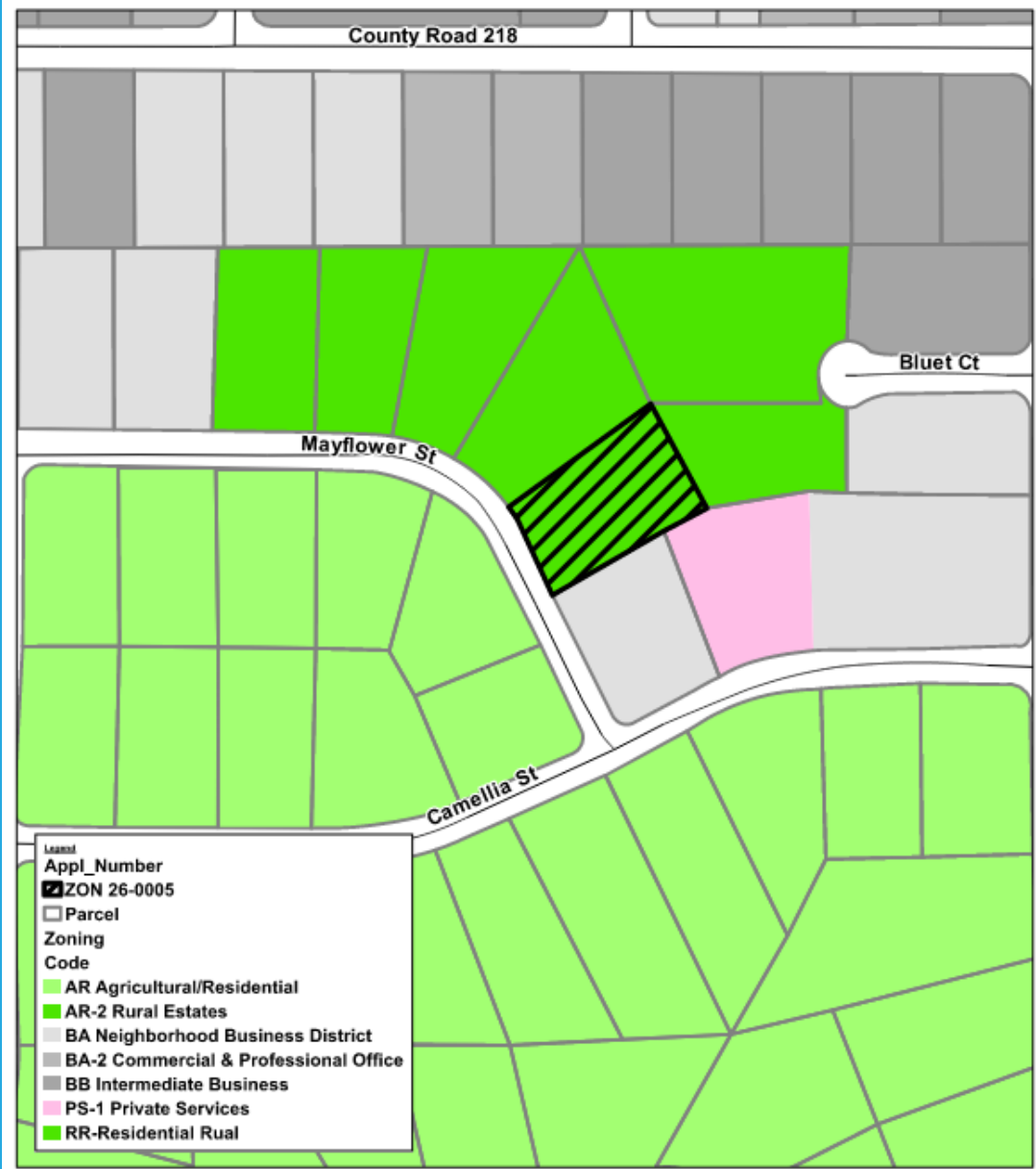
Parcel

Zoning

- AR Agricultural/Residential
- AR-2 Rural Estates
- BA Commercial & Professional Office
- BA-2 Commercial & Professional Office
- BB Intermediate Business
- BB-4 Heavy Business District
- PO-2 Public Ownership
- PS-1 Private Services
- PS-4 Private Services



Existing Zoning
Rezoning: ZON 26-0005
BA



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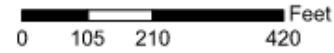
Appl_Number

ZON 26-0005

Parcel

Zoning

- AR Agricultural/Residential
- AR-2 Rural Estates
- BA Neighborhood Business District
- BA-2 Commercial & Professional Office
- BB Intermediate Business
- PS-1 Private Services
- RR-Residential Rual



Proposed Zoning
Rezoning: ZON 26-0005
from BA to AR-2



Recommendations

On March 16, 2026, the Middleburg/Clay Hill CAC voted 6-0 to recommend approval of both applications.

On April 7, 2026, the Planning Commission voted 6-0 to recommend approval of both applications.

COMP 26-0004

Staff finds that the criteria for the Comprehensive Plan Amendment have been met and recommends approval of COMP 26-0004.

ZON 26-0005

Staff finds that the criteria for the Rezoning have been met and recommends approval of ZON 26-0005.

Attachment
“E”
ZON-26-0004

Rezoning Application:
ZON 26-0004

Planning Commission
hear item April 7, 2026



Application Information

Applicant: First Coast Energy, LLP
Jason Gabriel (Burr & Forman, LLP) Agent

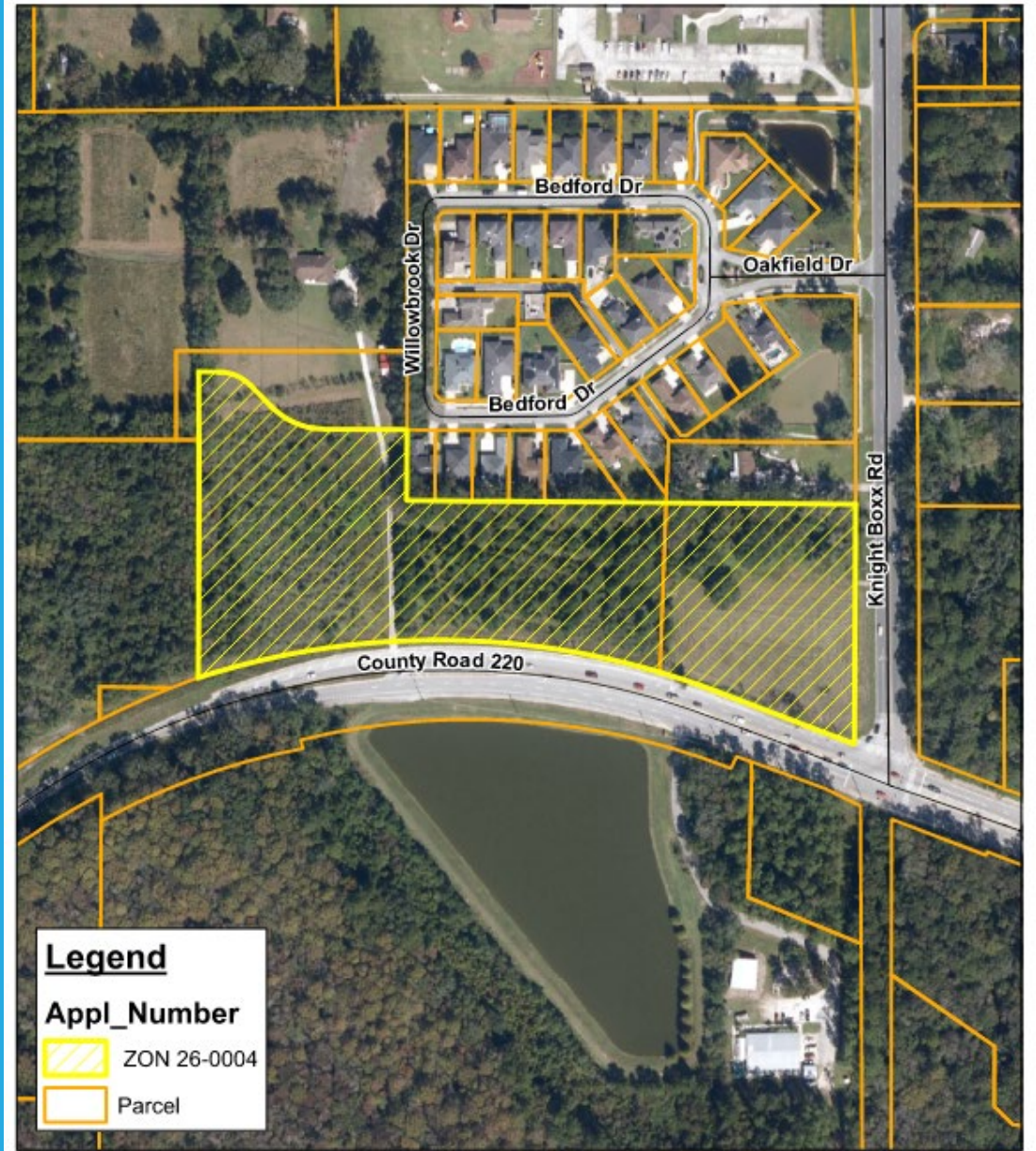
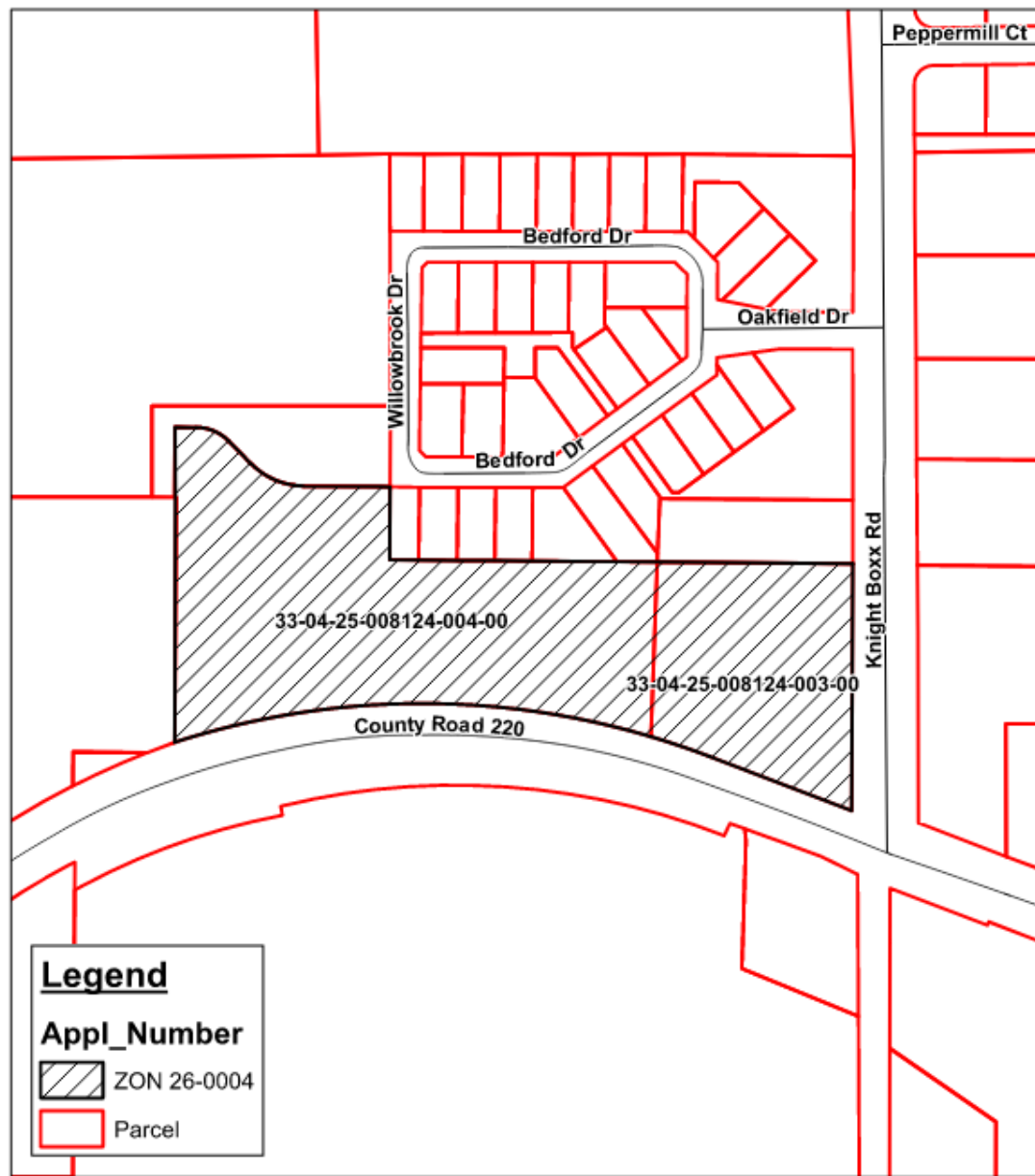
Location: 240 Knight Boxx Road



Planning District: OakLeaf Branan-Ridge

Commission District: 5 Commissioner Burke

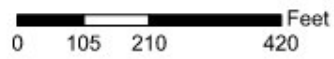
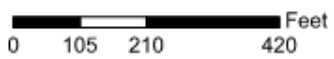
Parcels: 33-04-25-008124-003-00 and 33-04-25-008124-004-00

- ZON 26-0004 seeks to rezone approximately 8.36 acres from AR (Agricultural/Residential) to BB-2 (Community Business District).
- In 2003, the FLU was amended to Commercial via Ord. 2003-59.
- Proposed use would be a Daily's Convenience Store with gas station pumps and car wash.



Legend
Appl_Number
 ZON 26-0004
 Parcel

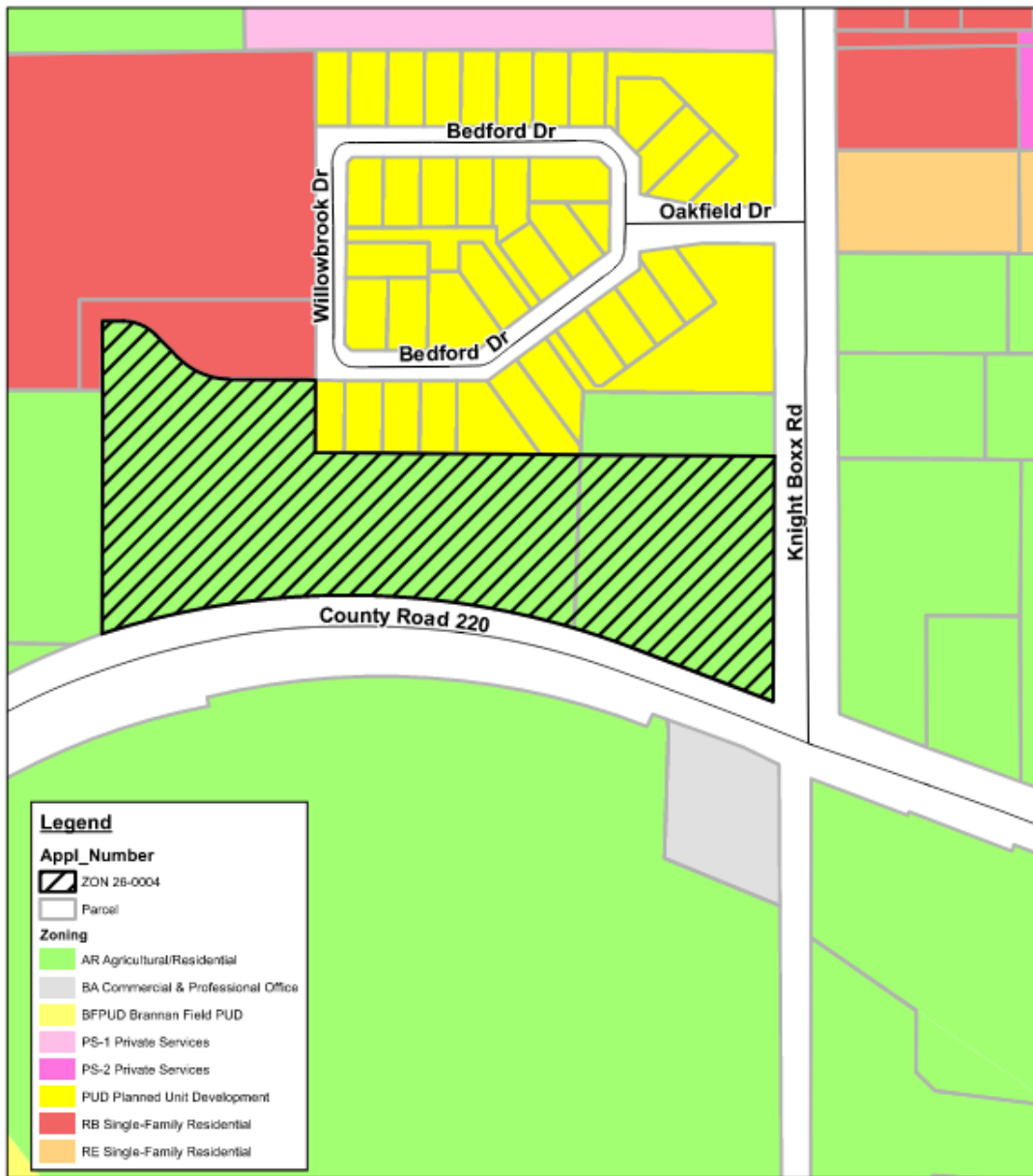
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Appl_Number
 ZON 26-0004
 Parcel



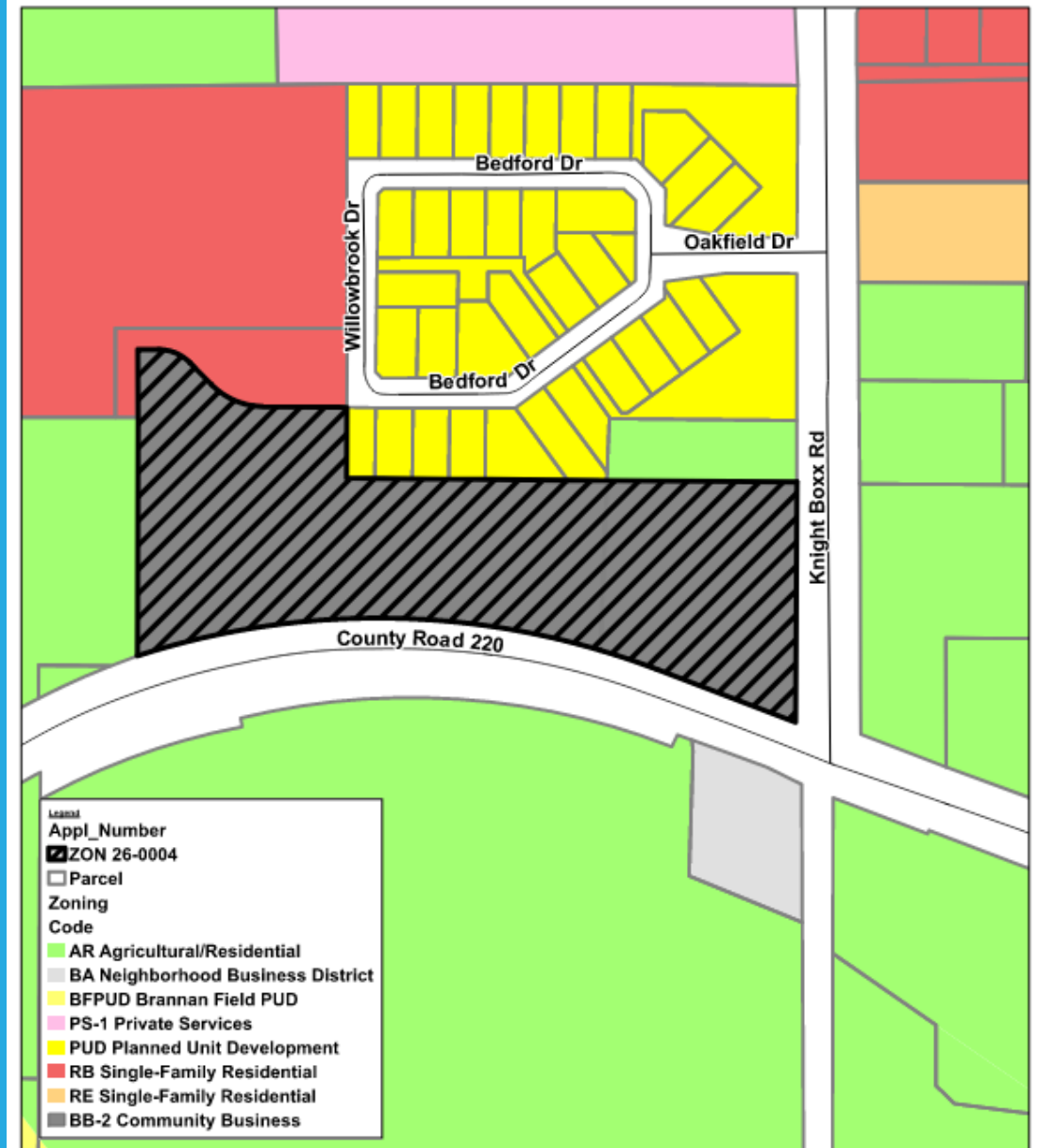
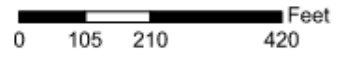
**Rezoning: ZON 26-0004
Parcel Map**

**Rezoning: ZON 26-0004
from AR to BB-2**

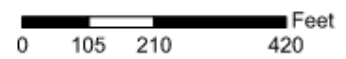


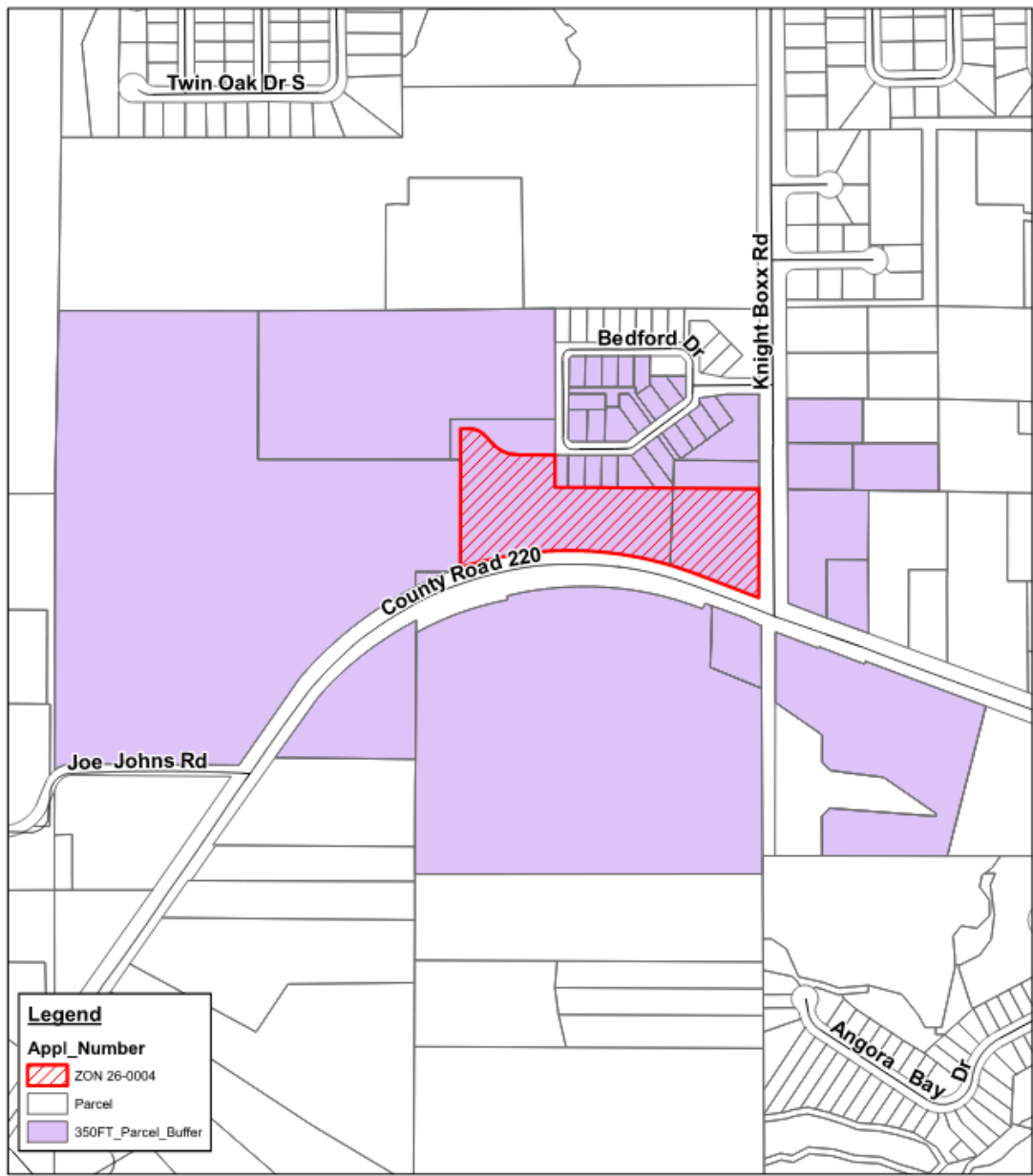


Existing Zoning
Rezoning: ZON 26-0004
from AR to BB-2

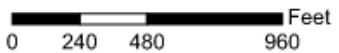


Proposed Zoning
Rezoning: ZON 26-0004
from AR to BB-2





**350' Parcel Notifications Map
ZON 26-0004**



Recommendations

On March 2, 2026, the OakLeaf Branan-Ridge CAC voted 5-0 to recommend approval.

On April 7, 2026, the Planning Commission voted 3-2 to recommend approval of ZON 26-0004.

ZON 26-0004:

Staff finds that the criteria for the Rezoning application have been met and recommends approval of ZON 26-0004.

Attachment
“F”
Applicants Hand-Out
ZON-26-0004

Comprehensive Plan Consistency

The FLU has been Commercial (COM) since 2003 — the zoning simply never caught up.

Policy 1.3.1(h)

Commercial designation at major intersections. CR 220 & Knight Boxx are collector roads — exactly where the Plan contemplates commercial nodes.

Anti-Strip Commercial

Plan requires commercial nodes, not strips. This compact 8.37-acre intersection node is the antithesis of strip commercial.

Objective 1.2 — No Sprawl

Directs growth where public facilities exist. This intersection is in an established area already served by infrastructure.

Policy 1.2.7 — Paved Access

Commercial development must have continuous paved access. Both CR 220 and Knight Boxx Road are paved collector roads.

BB-2 Built-In Protections

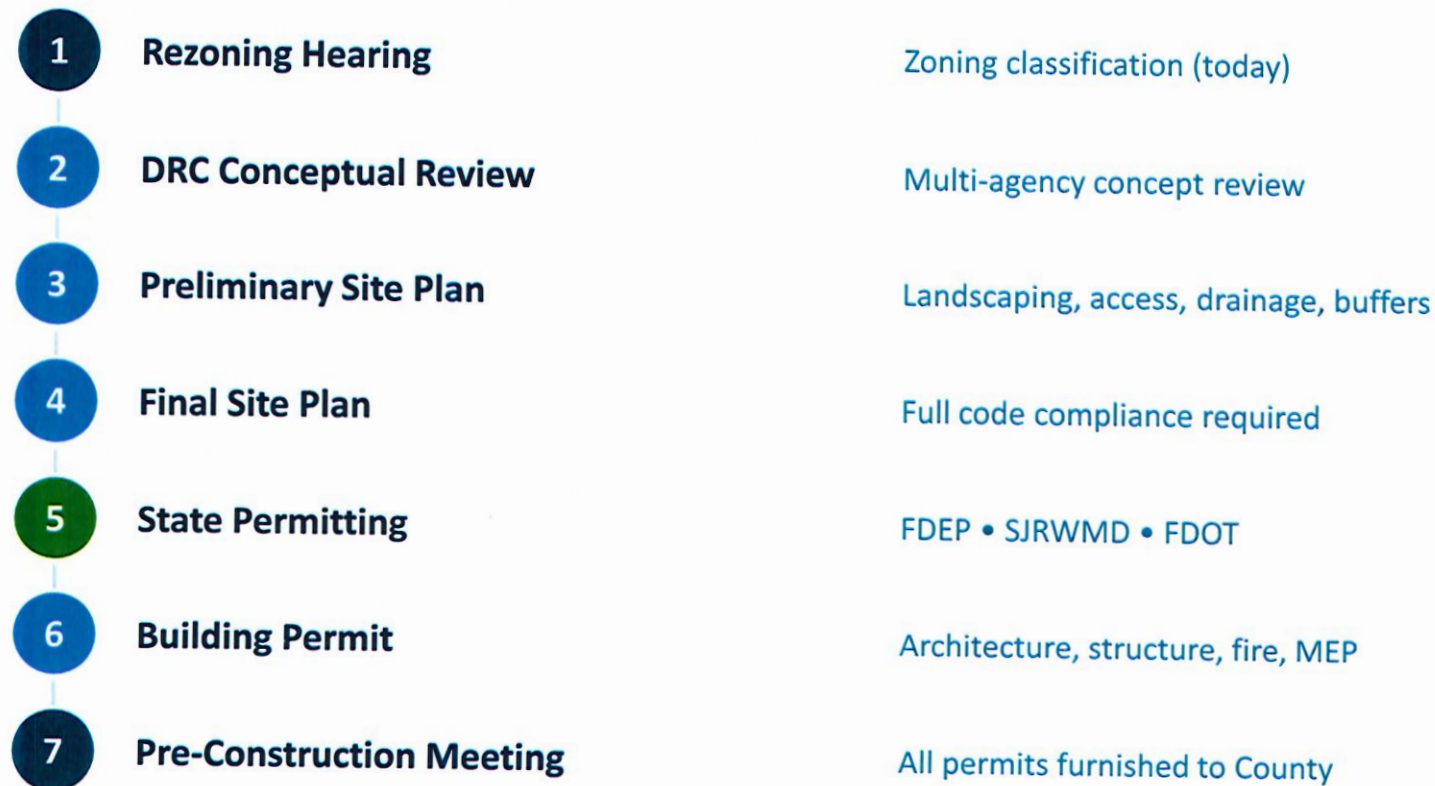
LDC Addresses / Memorializes Performance Standards that have to be met or exceeded

Concern	LDC Requirement (Sec. 3-26.1)
Sound	(e)(8): No outside amplification of sound permitted which can be heard off-site. Zero-tolerance standard.
Lighting	(e)(6): Artificial lighting shall be directed away from adjacent residential or agricultural districts.
Visual Buffers	(e)(9): 10-ft landscaped area, 6-ft opaque barrier, trees 30 ft on center. Post-2003: Article VI standards apply.
Setbacks	(e)(1): Minimum 25-ft side setback from residential/agricultural; 25-ft rear from residential.
Refuse	(e)(5): No garbage within 30 ft of residential line. Must be containerized and screened.
Nuisance Uses	(d)(2): Any use creating offensive noise, odor, smoke, dust, fumes, vibration or light is prohibited.
Intensity	(e)(7): Maximum 40% FAR limits building mass and site coverage.

These are mandatory, enforceable requirements — not voluntary commitments.

Multi-Layered Review Process

Seven layers of review before a single shovel hits the ground

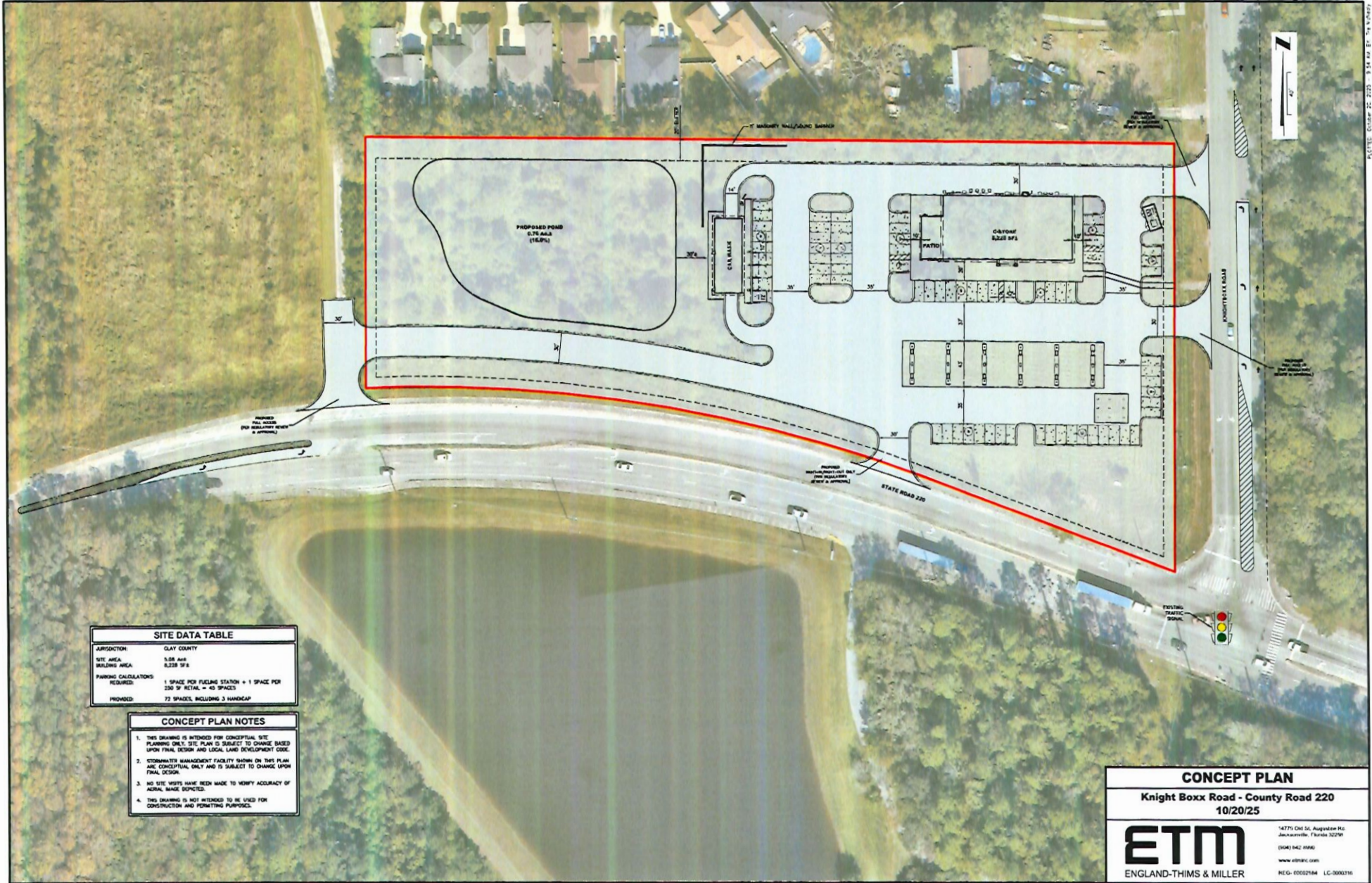


Staff Analysis — All Criteria Met

Criterion	Finding
(a) Isolated district?	No — Consistent with 2003 COM FLU
(b) Illogical boundaries?	No — Follows FLUM at two collector roads
(c) Changed conditions?	Yes — FLU changed 2003, zoning never updated
(d) Usable under current zoning?	Yes, but inconsistent with COM FLU
(e) Compatible with Comp Plan?	Yes — Supports COM FLU intent
(f) Current zoning serves public purpose?	No — AR serves no purpose under COM FLU
(g) Status quo reasonable?	No — Prevents COM-consistent development
(h) Adequate supply?	Serves immediate residential needs

STAFF RECOMMENDS APPROVAL OF ZON 26-0004

Attachment
“G”
Site Plan
ZON-26-0004



SITE DATA TABLE	
JURISDICTION:	CLAY COUNTY
SITE AREA:	5.08 ACRES
BUILDING AREA:	8,228 SF
PARKING CALCULATIONS:	
REQUIRED:	1 SPACE PER FUELING STATION + 1 SPACE PER 200 SF RETAIL = 45 SPACES
PROVIDED:	72 SPACES, INCLUDING 3 HANDICAP

- CONCEPT PLAN NOTES**
1. THIS DRAWING IS INTENDED FOR CONCEPTUAL SITE PLANNING ONLY. SITE PLAN IS SUBJECT TO CHANGE BASED UPON FINAL DESIGN AND LOCAL LAND DEVELOPMENT CODE.
 2. STORMWATER MANAGEMENT FACILITY SHOWN ON THIS PLAN ARE CONCEPTUAL ONLY AND IS SUBJECT TO CHANGE UPON FINAL DESIGN.
 3. NO SITE VISITS HAVE BEEN MADE TO VERIFY ACCURACY OF AERIAL IMAGE SPOTS.
 4. THIS DRAWING IS NOT INTENDED TO BE USED FOR CONSTRUCTION AND PERMITTING PURPOSES.

CONCEPT PLAN
Knight Boxx Road - County Road 220
 10/20/25

ETM
 ENGLAND-THIMS & MILLER

14775 Old St., Augustine Pk.
 Jacksonville, Florida 32206
 (904) 842-0990
 www.etm-inc.com
 REG-05022944 LC-3000316

**Attachment
“H”
CRA Update**

City of Green Cove Springs

CRA



City of Green
Cove Springs

Community Redevelopment Agency (CRA)

**COMMERCIAL AND
RESIDENTIAL GRANTS
AVAILABLE!**

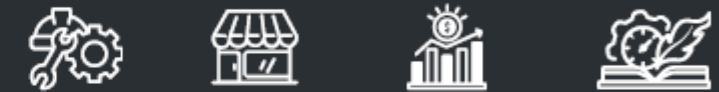


WHAT IS THE CRA?

The CRA reinvests local tax dollars into a designated area to improve buildings, support businesses, and promote community growth. The CRA is an investment in the community.

WHAT DOES THE CRA DO?

By reinvesting tax dollars into the designated area of our community, the CRA can:



- ✓ Renovate building facades
- ✓ Enhance Street Landscaping
- ✓ Attract New Businesses
- ✓ Boost Property Values
- ✓ Preserve Historic Character

LEARN MORE



Grant Program: Apply for a CRA grant to help restore your commercial or residential property and encourage growth in our community!

Scan the QR code to learn more.

Boundary Map



Info

CRA Board Members

Heather Boucher
Chair

Andrea
Vallencourt
Vice Chair

Dr. Kristen Burke

Van Roy

Mitch Timberlake

The Hotel Era



The Clarendon
Hotel



The Oakland
Hotel



The Qui-Si-Sana
Hotel



The Muldrow
Hotel

Improvement Assistance Grant

- Program started Fall 2025 with 3 applications
- 2nd application period opens May 1
- Up to \$10,000
- Minimum 30% matching

COMMUNITY REDEVELOPMENT AGENCY GRANT PROGRAM

The Community Redevelopment Agency (CRA) is pleased to announce that the CRA Improvement Assistance Grants are now available. The program is designed to support the rehabilitation and remodeling of commercial property exteriors, helping to enhance the appearance, vitality and the overall development of the City of Green Cove Springs.

A minimum of 2 or more of the following allowed improvements:

Facade Improvements

Landscaping

Signage

Awnings

Impact Resistant Windows

Parking Lot Improvements

Exterior Painting and Repair



TIMELINE FOR SUBMISSIONS: MAY 1, 2026 TO MAY 31, 2026

For more information, scan the QR Code above or contact Development Services at 904-297-7500 or lwalsh@greencovesprings.com.

904-297-7500

greencovesprings.com

24

CRA Board

- Deciding on design
- Finding quality pictures

Utility Box Wraps

FDOT

- Approving Designs
- Maintenance Agreement

CLOSING REMARKS

Helpful Links



[CRA Webpage](#)



[The Hotel Era](#)



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: Board of County
Commissioners

DATE:

FROM: The Clerks Office

SUBJECT: The Finance Department business is submitted to request approval and ratification by the Board for various warrants and disbursements in order to meet the requirements of Ch. 136.06 (1) FL Statute. Acceptance and disposal of various Board property and various documents are submitted for the Board's information. At times, approval is requested for various finance related issues.

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

Backup documentation is available on request at the Clay County Administration Building, located at 477 Houston Street, Green Cove Springs.

ATTACHMENTS:

Description	Type	Upload Date	File Name
-------------	------	-------------	-----------

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Budget Office	Streeper, Lisa	Approved	5/6/2026 - 4:07 PM	Item Pushed to Agenda



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: Board of County Commissioners

DATE: 1/14/2026

FROM: Administrative and
Contractual Services

SUBJECT:

Approval to post Notice of Intent to Award Bid No. Bid No. 25/26-027, Firefighter Gear Storage Construction Project to Baker Consulting & Engineering LLC, Baker Design Build in the total amount of \$105,650.07, inclusive of the Base Bid - Fire Station 26, Alternate Bid #1 - Fire Station 14, and Alternate Bid #2 - Fire Station 17. Approval of award will be effective after the 72-hour protest period has expired.

Funding Source:

General Fund - Rescue Services - Fire Rescue Storage Sheds - Machinery and Equipment

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

Request for Bid was issued with the intent to award to a qualified and experienced Supplier to furnish and install firefighter gear storage sheds at Fire Stations 26, 14, and 17. The project includes the installation of new gear sheds equipped with electrical service, insulation, and air conditioning. The work shall consist of the complete installation of new gear sheds designed to provide secure, weather-resistant, and climate-controlled storage for firefighting equipment and personal protective gear, with each unit sized and configured in accordance with site-specific requirements and placement constraints.

1080 Suppliers were notified
52 Suppliers downloaded the Request for Bid
4 Bids were received
1 No-Bid
10 Contractors attended the Mandatory Pre-Bid

Pursuant to Chapter 5, Section C of the Purchasing Policy, the County Manager is authorized to approve and execute the agreement on behalf of the Board following Board approval of the award.

Is Funding Required (Yes/No):
Yes

If Yes, Was the item budgeted
(Yes/No/N/A):
Yes

Funding Source:

General Fund - Rescue Services - Machinery and Equipment - Fire Rescue Storage Sheds

Account No.:

FD1000 - CC1169 - PRJ100507 - SC564100

Sole Source (Yes/No): Advanced Payment
No (Yes/No):
No

Planning Requirements:
Public Hearing Required (Yes/No):
No

Hearing Type:

Initiated By:

N/A

ATTACHMENTS:

Description	Type	Upload Date	File Name
▢ Bid No. 25/26-027	Backup Material	5/7/2026	Bid_Backup_RFB_No._2526-027_Publicdsada.pdf
▢ Vendor Analytics	Backup Material	5/7/2026	Bid_Backup_Vendor_Analytics_Publicdsada.pdf

REVIEWERS:

Department Reviewer	Action	Date	Comments
Purchasing Streeper, Lisa	Approved	5/6/2026 - 4:07 PM	Item Pushed to Agenda



BID RECOMMENDATION FORM

TITLE:

DATE OF RECOMMENDATION:

RFB No. 25/26-027, Firefighter Gear Storage Shed Construction

5/4/2026

BIDDER	BASE BID TOTAL	ALTERNATE #1 TOTAL	ALTERNATE #2 TOTAL	TOTAL
Baker Consulting & Engineering LLC, Baker Design Build	\$35,959.81	\$34,845.13	\$34,845.13	\$105,650.07
Bliss Products & Services, Inc.	No-Bid	No-Bid	No-Bid	No-Bid
C.C. Borden Construction	\$63,043.00	\$55,220.00	\$50,011.00	\$168,274.00
DCRV Contracting, LLC	\$34,880.00	\$34,282.00	\$38,908.00	\$108,070.00
St. Johns Emergency Restoration Services DBA Puroclean Emergency Restoration Services	\$52,836.48	\$52,262.62	\$50,655.42	\$155,754.52

FUNDING SOURCE: General Fund - Rescue Services - Fire Rescue Storage Sheds - Machinery and Equipment

RECOMMENDATION:
Approval to post Notice of Intent to Award Bid No. 25/26-027, RFB No. 25/26-027, Firefighter Gear Storage Shed Construction to Baker Consulting & Engineering LLC, Baker Design Build in the total amount of \$105,650.07, inclusive of the Base Bid, Alternate Bid #1, and Alternate Bid #2.

If only one Bid is received, state reason why accepted and not rebidding:

Staff Assigned to Tabulate Bids and Make Recommendations:

NAME/TITLE:
Chad Josi/Capital Projects-Project Manager

SIGNATURE:
Chad Josi
Chad_Josi (May 5, 2026 12:37:42 EDT)

Dudley Lee/Logistics Section Bureau Chief

Dudley Lee
Dudley_Lee (May 5, 2026 12:28:11 EDT)

BID TABULATION FORM

RFB 25/26-027

Date: April 14, 2026

Proj: **Firefighter Gear Storage Shed Construction**

Time Open: 9:04AM

Ad: Clay Today, March 5, 2026

Time Close: 9:07AM

This is a generic Bid Tabulation Form; all required bid documents will be verified prior to bid recommendation.

Bids to be evaluated based on evaluation criteria established in bid document

Bidder	Addendum	Bid Bond	Base Bid	Alternate 1	Alternate 2	Total
1 Baker Consulting & Engineering LLC, Baker Design Build	Yes	Yes	\$35,959.81	\$34,845.13	\$34,845.13	\$105,650.07
2 Bliss Products & Services, Inc.	No Bid		No Bid			
3 C.C. Borden Construction	Yes	Yes	\$63,043.00	\$55,220.00	\$50,011.00	\$168,274.00
4 DCRV Contracting, LLC	Yes	Yes	\$34,880.00	\$34,282.00	\$38,908.00	\$108,070.00
5 St. Johns Emergency Restoration Services D.B.A. PuroClean Emergency Restoration Services	Yes	Yes	\$52,836.48	\$52,262.62	\$50,655.42	\$155,754.52



Clay County
Purchasing / Administrative and Contractual Services
477 Houston Street, Green Cove Springs, FL 32043

EVALUATION TABULATION
RFB No. 25/26-027
Firefighter Gear Storage Shed Construction
RESPONSE DEADLINE: April 13, 2026 at 4:00 pm

SELECTED VENDOR TOTALS

Vendor	Total
Baker Consulting & Engineering LLC, Baker Design Build	\$105,650.07
DCRV Contracting, LLC	\$108,070.00
St. Johns Emergency Restoration Services DBA Puroclean Emergency Restoration Services	\$155,754.52
C.C. Borden Construction	\$168,274.00

EVALUATION TABULATION
RFB No. 25/26-027
Firefighter Gear Storage Shed Construction

BASE BID

Fire Station No. 26

Base Bid					Baker Consulting & Engineering LLC, Baker Design Build		c.c. Borden Construction		DCRV Contracting, LLC		St. Johns Emergency Restoration Services DBA Puroclean Emergency Restoration Services	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
Fire Station No. 26												
X	1	Shed Fabrication and Delivery (12' x28' x 8')	1	LS	\$18,669.55	\$18,669.55	\$17,000.00	\$17,000.00	\$14,728.00	\$14,728.00	\$16,900.00	\$16,900.00
X	5	Exterior/Site Prep Improvements	1	LS	\$873.43	\$873.43	\$8,753.00	\$8,753.00	\$4,080.00	\$4,080.00	\$13,195.00	\$13,195.00
X	2	Electrical System Installation	1	LS	\$3,275.36	\$3,275.36	\$9,000.00	\$9,000.00	\$4,128.00	\$4,128.00	\$4,550.00	\$4,550.00
X	3	HVAC System	1	LS	\$6,914.65	\$6,914.65	\$8,000.00	\$8,000.00	\$5,440.00	\$5,440.00	\$8,450.00	\$8,450.00
X	4	Interior and Insulation Finish	1	LS	\$6,226.82	\$6,226.82	\$20,290.00	\$20,290.00	\$6,504.00	\$6,504.00	\$9,741.48	\$9,741.48
Total						\$35,959.81		\$63,043.00		\$34,880.00		\$52,836.48

EVALUATION TABULATION
RFB No. 25/26-027
Firefighter Gear Storage Shed Construction

ALTERNATE BID NO. 1

Fire Station No. 14

Alternate Bid No. 1					Baker Consulting & Engineering LLC, Baker Design Build		c.c. Borden Construction		DCRV Contracting, LLC		St. Johns Emergency Restoration Services DBA Puroclean Emergency Restoration Services	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
Fire Station No. 14												
X	1	Shed Fabrication and Delivery (12' x 26' x 8')	1	LS	\$17,457.33	\$17,457.33	\$15,000.00	\$15,000.00	\$14,290.00	\$14,290.00	\$16,900.00	\$16,900.00
X	2	Exterior/Site Prep Improvements	1	LS	\$878.36	\$878.36	\$11,930.00	\$11,930.00	\$4,080.00	\$4,080.00	\$13,195.00	\$13,195.00
X	3	Electrical System Installation	1	LS	\$3,293.84	\$3,293.84	\$9,000.00	\$9,000.00	\$4,128.00	\$4,128.00	\$4,550.00	\$4,550.00
X	4	HVAC System	1	LS	\$6,953.65	\$6,953.65	\$8,000.00	\$8,000.00	\$5,440.00	\$5,440.00	\$8,450.00	\$8,450.00
X	5	Interior and Insulation Finish	1	LS	\$6,261.95	\$6,261.95	\$11,290.00	\$11,290.00	\$6,344.00	\$6,344.00	\$9,167.62	\$9,167.62
Total						\$34,845.13		\$55,220.00		\$34,282.00		\$52,262.62

EVALUATION TABULATION
RFB No. 25/26-027
Firefighter Gear Storage Shed Construction

ALTERNATE BID NO. 2

Fire Station No. 17

Alternate Bid No. 2					Baker Consulting & Engineering LLC, Baker Design Build		c.c. Borden Construction		DCRV Contracting, LLC		St. Johns Emergency Restoration Services DBA Puroclean Emergency Restoration Servives	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
Fire Station No. 17												
X	1	Shed Fabrication and Delivery (12' x 26' x 8')	1	LS	\$17,457.33	\$17,457.33	\$11,000.00	\$11,000.00	\$16,980.00	\$16,980.00	\$18,558.00	\$18,558.00
X	2	Exterior/Site Prep Improvements	1	LS	\$878.36	\$878.36	\$12,838.00	\$12,838.00	\$6,480.00	\$6,480.00	\$9,945.00	\$9,945.00
X	3	Electrical System Installation	1	LS	\$3,293.84	\$3,293.84	\$9,000.00	\$9,000.00	\$4,128.00	\$4,128.00	\$4,550.00	\$4,550.00
X	4	HVAC System	1	LS	\$6,953.65	\$6,953.65	\$8,000.00	\$8,000.00	\$5,440.00	\$5,440.00	\$8,450.00	\$8,450.00
X	5	Interior and Insulation Finish	1	LS	\$6,261.95	\$6,261.95	\$9,173.00	\$9,173.00	\$5,880.00	\$5,880.00	\$9,152.42	\$9,152.42
Total						\$34,845.13		\$50,011.00		\$38,908.00		\$50,655.42



Clay County
Purchasing / Administrative and Contractual Services
477 Houston Street, Green Cove Springs, FL 32043

[BAKER CONSULTING & ENGINEERING LLC, BAKER DESIGN BUILD] RESPONSE DOCUMENT REPORT

RFB No. 25/26-027

Firefighter Gear Storage Shed Construction

RESPONSE DEADLINE: April 13, 2026 at 4:00 pm

Baker Consulting & Engineering LLC, Baker Design Build Response

CONTACT INFORMATION

Company:

Baker Consulting & Engineering LLC, Baker Design Build

Email:

kvojtech@bdbjax.com

Contact:

Kim Vojtech

Address:

219 N Newnan St
2nd Floor
Jacksonville, FL 32202

Phone:

N/A

Website:

bakerdesign.build

Submission Date:

Apr 13, 2026 2:14 PM (Eastern Time)

PRICE TABLES

BASE BID

Fire Station No. 26

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
Fire Station No. 26					
1	Shed Fabrication and Delivery (12' x28' x 8')	1	LS	\$18,669.55	\$18,669.55
5	Exterior/Site Prep Improvements	1	LS	\$873.43	\$873.43
2	Electrical System Installation	1	LS	\$3,275.36	\$3,275.36
3	HVAC System	1	LS	\$6,914.65	\$6,914.65
4	Interior and Insulation Finish	1	LS	\$6,226.82	\$6,226.82
TOTAL					\$35,959.81

ALTERNATE BID NO. 1

Fire Station No. 14

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
Fire Station No. 14					
1	Shed Fabrication and Delivery (12' x 26' x 8')	1	LS	\$17,457.33	\$17,457.33
2	Exterior/Site Prep Improvements	1	LS	\$878.36	\$878.36

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
3	Electrical System Installation	1	LS	\$3,293.84	\$3,293.84
4	HVAC System	1	LS	\$6,953.65	\$6,953.65
5	Interior and Insulation Finish	1	LS	\$6,261.95	\$6,261.95
TOTAL					\$34,845.13

ALTERNATE BID NO. 2

Fire Station No. 17

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
Fire Station No. 17					
1	Shed Fabrication and Delivery (12' x 26' x 8')	1	LS	\$17,457.33	\$17,457.33
2	Exterior/Site Prep Improvements	1	LS	\$878.36	\$878.36
3	Electrical System Installation	1	LS	\$3,293.84	\$3,293.84
4	HVAC System	1	LS	\$6,953.65	\$6,953.65
5	Interior and Insulation Finish	1	LS	\$6,261.95	\$6,261.95
TOTAL					\$34,845.13

Bliss Products & Services, Inc. Response

Pricing unsealed at Apr 14, 2026 9:04 AM

⊘ No Bid

"No Bid" submitted on Mar 9, 2026 9:38 AM for the following reason:

We are able to provide the shed and slab only.

CONTACT INFORMATION

Company

Bliss Products & Services, Inc.

Email

jessica@blissproducts.com

Contact

Jessica Allen

Address

6831 S. Sweetwater Rd.
Lithia Springs, FL 30122

Phone

N/A

Website

www.blissproducts.com

Submission Date

Mar 9, 2026 9:38 AM (Eastern Time)



Clay County
Purchasing / Administrative and Contractual Services

477 Houston Street, Green Cove Springs, FL 32043

[C.C. BORDEN CONSTRUCTION] RESPONSE DOCUMENT REPORT

RFB No. 25/26-027

Firefighter Gear Storage Shed Construction

RESPONSE DEADLINE: April 13, 2026 at 4:00 pm

c.c. Borden Construction Response

CONTACT INFORMATION

Company:

c.c. Borden Construction

Email:

ccborden@ccborden.com

Contact:

Joy Howell

Address:

1019 Rosselle St.
Jacksonville, FL 32204

Phone:

N/A

Website:

N/A

Submission Date:

Apr 13, 2026 3:25 PM (Eastern Time)

PRICE TABLES

BASE BID

Fire Station No. 26

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
Fire Station No. 26					
1	Shed Fabrication and Delivery (12' x28' x 8')	1	LS	\$17,000.00	\$17,000.00
5	Exterior/Site Prep Improvements	1	LS	\$8,753.00	\$8,753.00
2	Electrical System Installation	1	LS	\$9,000.00	\$9,000.00
3	HVAC System	1	LS	\$8,000.00	\$8,000.00
4	Interior and Insulation Finish	1	LS	\$20,290.00	\$20,290.00
TOTAL					\$63,043.00

ALTERNATE BID NO. 1

Fire Station No. 14

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
Fire Station No. 14					
1	Shed Fabrication and Delivery (12' x 26' x 8')	1	LS	\$15,000.00	\$15,000.00
2	Exterior/Site Prep Improvements	1	LS	\$11,930.00	\$11,930.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
3	Electrical System Installation	1	LS	\$9,000.00	\$9,000.00
4	HVAC System	1	LS	\$8,000.00	\$8,000.00
5	Interior and Insulation Finish	1	LS	\$11,290.00	\$11,290.00
TOTAL					\$55,220.00

ALTERNATE BID NO. 2

Fire Station No. 17

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
Fire Station No. 17					
1	Shed Fabrication and Delivery (12' x 26' x 8')	1	LS	\$11,000.00	\$11,000.00
2	Exterior/Site Prep Improvements	1	LS	\$12,838.00	\$12,838.00
3	Electrical System Installation	1	LS	\$9,000.00	\$9,000.00
4	HVAC System	1	LS	\$8,000.00	\$8,000.00
5	Interior and Insulation Finish	1	LS	\$9,173.00	\$9,173.00
TOTAL					\$50,011.00



Clay County
Purchasing / Administrative and Contractual Services

477 Houston Street, Green Cove Springs, FL 32043

[DCRV CONTRACTING, LLC] RESPONSE DOCUMENT REPORT

RFB No. 25/26-027

Firefighter Gear Storage Shed Construction

RESPONSE DEADLINE: April 13, 2026 at 4:00 pm

DCRV Contracting, LLC Response

CONTACT INFORMATION

Company:

DCRV Contracting, LLC

Email:

cvickers@dcrvcontracting.com

Contact:

Christopher Vickers

Address:

418 Center Street
Green Cove Springs, FL 32043

Phone:

N/A

Website:

dcrvcontracting.com

Submission Date:

Apr 13, 2026 3:10 PM (Eastern Time)

PRICE TABLES

BASE BID

Fire Station No. 26

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
Fire Station No. 26					
1	Shed Fabrication and Delivery (12' x28' x 8')	1	LS	\$14,728.00	\$14,728.00
5	Exterior/Site Prep Improvements	1	LS	\$4,080.00	\$4,080.00
2	Electrical System Installation	1	LS	\$4,128.00	\$4,128.00
3	HVAC System	1	LS	\$5,440.00	\$5,440.00
4	Interior and Insulation Finish	1	LS	\$6,504.00	\$6,504.00
TOTAL					\$34,880.00

ALTERNATE BID NO. 1

Fire Station No. 14

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
Fire Station No. 14					
1	Shed Fabrication and Delivery (12' x 26' x 8')	1	LS	\$14,290.00	\$14,290.00
2	Exterior/Site Prep Improvements	1	LS	\$4,080.00	\$4,080.00

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
3	Electrical System Installation	1	LS	\$4,128.00	\$4,128.00
4	HVAC System	1	LS	\$5,440.00	\$5,440.00
5	Interior and Insulation Finish	1	LS	\$6,344.00	\$6,344.00
TOTAL					\$34,282.00

ALTERNATE BID NO. 2

Fire Station No. 17

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
Fire Station No. 17					
1	Shed Fabrication and Delivery (12' x 26' x 8')	1	LS	\$16,980.00	\$16,980.00
2	Exterior/Site Prep Improvements	1	LS	\$6,480.00	\$6,480.00
3	Electrical System Installation	1	LS	\$4,128.00	\$4,128.00
4	HVAC System	1	LS	\$5,440.00	\$5,440.00
5	Interior and Insulation Finish	1	LS	\$5,880.00	\$5,880.00
TOTAL					\$38,908.00



Clay County

Purchasing / Administrative and Contractual Services

477 Houston Street, Green Cove Springs, FL 32043

[ST. JOHNS EMERGENCY RESTORATION SERVICES DBA PUROCLEAN EMERGENCY RESTORATION SERVICES] RESPONSE

DOCUMENT REPORT

RFB No. 25/26-027

Firefighter Gear Storage Shed Construction

RESPONSE DEADLINE: April 13, 2026 at 4:00 pm

St. Johns Emergency Restoration Services DBA Puroclean Emergency Restoration Services Response

CONTACT INFORMATION

Company:

St. Johns Emergency Restoration Services DBA Puroclean Emergency Restoration Services

Email:

jsargent@puroclean.com

Contact:

Jared Sargent

Address:

155 International Golf Parkway

St. Augustine, FL 32095

Phone:

(904) 495-0950

Website:

www.puroclean.com/pers-fl

Submission Date:

Apr 10, 2026 12:44 PM (Eastern Time)

[ST. JOHNS EMERGENCY RESTORATION SERVICES DBA PUROCLEAN EMERGENCY RESTORATION SERVICES] RESPONSE DOCUMENT REPORT

RFB No. 25/26-027

Firefighter Gear Storage Shed Construction

PRICE TABLES

BASE BID

Fire Station No. 26

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
Fire Station No. 26					
1	Shed Fabrication and Delivery (12' x28' x 8')	1	LS	\$16,900.00	\$16,900.00
5	Exterior/Site Prep Improvements	1	LS	\$13,195.00	\$13,195.00
2	Electrical System Installation	1	LS	\$4,550.00	\$4,550.00
3	HVAC System	1	LS	\$8,450.00	\$8,450.00
4	Interior and Insulation Finish	1	LS	\$9,741.48	\$9,741.48
TOTAL					\$52,836.48

ALTERNATE BID NO. 1

Fire Station No. 14

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
Fire Station No. 14					
1	Shed Fabrication and Delivery (12' x 26' x 8')	1	LS	\$16,900.00	\$16,900.00

[ST. JOHNS EMERGENCY RESTORATION SERVICES DBA PUROCLEAN EMERGENCY RESTORATION SERVICES] RESPONSE DOCUMENT REPORT

RFB No. 25/26-027

Firefighter Gear Storage Shed Construction

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
2	Exterior/Site Prep Improvements	1	LS	\$13,195.00	\$13,195.00
3	Electrical System Installation	1	LS	\$4,550.00	\$4,550.00
4	HVAC System	1	LS	\$8,450.00	\$8,450.00
5	Interior and Insulation Finish	1	LS	\$9,167.62	\$9,167.62
TOTAL					\$52,262.62

ALTERNATE BID NO. 2

Fire Station No. 17

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
Fire Station No. 17					
1	Shed Fabrication and Delivery (12' x 26' x 8')	1	LS	\$18,558.00	\$18,558.00
2	Exterior/Site Prep Improvements	1	LS	\$9,945.00	\$9,945.00
3	Electrical System Installation	1	LS	\$4,550.00	\$4,550.00
4	HVAC System	1	LS	\$8,450.00	\$8,450.00
5	Interior and Insulation Finish	1	LS	\$9,152.42	\$9,152.42
TOTAL					\$50,655.42

[ST. JOHNS EMERGENCY RESTORATION SERVICES DBA PUROCLEAN EMERGENCY RESTORATION SERVICES] RESPONSE DOCUMENT
REPORT

RFB No. 25/26-027

Firefighter Gear Storage Shed Construction

3. Scope of Work

3.1. Purpose

The Clay County Board of County Commissioners (County), on behalf of Clay County Fire Rescue (CCFR), is soliciting bids from qualified firms to furnish, install, and upgrade permanent firefighter gear storage facilities at multiple Fire Rescue stations throughout Clay County, Florida, in accordance with the plans and specifications associated with this Request for Bids (RFB).

The intent of this solicitation is to provide safe, durable, and code-compliant storage facilities that supported firefighter safety, equipment readiness, and operational efficiency.

3.2. Scope

This project shall include, but is not limited to, the furnishing, delivery, installation, and placement of permanent climate-controlled firefighter gear storage facilities at designated Clay County Fire Rescue (CCFR) stations. The work shall consist of the complete installation of new gear sheds designed to provide secure, weather-resistant, and climate-controlled storage for firefighting equipment and personal protective gear.

Each gear shed shall be fully constructed and operational upon completion and shall include, at a minimum, full electrical service, interior and exterior lighting as required, insulation, permanently installed HVAC systems capable of maintaining climate control suitable for firefighter protective equipment storage, and all associated electrical components, wiring, panels, and connections necessary for a complete and functional installation. All materials, labor, supervision, equipment, permits, and incidentals necessary to deliver a turnkey installation shall be included.

All work shall comply with the Clay County Board of County Commissioners (BOCC) standards, applicable Florida Building Code requirements, National Electrical Code (NEC) standards, local permitting requirements, manufacturer specifications, and all applicable federal, state, and local laws, ordinances, and safety regulations. The Contractor shall be responsible for coordinating inspections, obtaining all required permits, and ensuring the completed installation meets all regulatory requirements prior to final acceptance.

3.3. Mandatory Pre-Bid Meeting

A Mandatory Pre-Bid Meeting will be held on March 25, 2026, at Fire Station No. 26, 4030 Ivory Crossing, Orange Park, FL 32065 with a start time of 11:00 AM. From there, potential bidders will be required to follow to each Fire Station location. Attendance at the primary location and at each fire station site identified in this Request for Bids (RFB) is required.

Attendees from the public are required to sign in upon arrival, with the sign-in sheet provided by a Purchasing Department representative. Once the sign-in sheet has been collected, the Pre-Bid Meeting will officially commence. Please note that no additional attendees will be allowed to sign in or participate in the meeting after the sign-in sheet has been collected.

3.4. [Designated Fire Stations and Locations](#)

There are three (3) designated fire stations associated with this project. The locations for each station are as follows:

- Fire Station 26 - 4030 Ivory Crossing, Orange Park, FL 32065
- Fire Station 14 - 4003 Everett Avenue, Middleburg, FL 32068
- Fire Station 17 - 3394 Peoria Road, Orange PARK, FL 32065

3.5. [Base Bid - Fire Station 26](#)

The Base Bid shall consist of furnishing and installing one (1) new climate-controlled gear shed at Fire Station 26.

Requirements:

- The Contractor shall:
 - Provide one (1) new metal gear shed measuring **12' x 28' x 8'**
 - Construct shed with heavy-duty, weather-resistant metal exterior
 - Provide plywood deck flooring
 - Perform all site preparation and anchoring as specified
 - Furnish and install full electrical service
 - Furnish and install fiberglass insulation throughout walls and ceiling
 - Install minimum ½" OSB interior wall panels
 - Furnish and install one (1) permanently installed mini-split air-conditioning unit (minimum 9,000 BTU)
 - Test and commission all systems prior to final acceptance

The shed shall be delivered fully operational and suitable for climate-controlled firefighter gear storage.

3.6. [Alternate #1 - Fire Station 14](#)

Alternate Bid No. 1 shall consist of furnishing and installing one (1) new climate-controlled gear shed at Fire Station 14.

Requirements:

- The Contractor shall:
 - Provide one (1) new metal gear shed measuring **12' x 26' x 8'**
 - Construct shed with heavy-duty, weather-resistant metal exterior
 - Provide plywood deck flooring
 - Perform all site preparation and anchoring as specified
 - Furnish and install full electrical service
 - Furnish and install fiberglass insulation throughout walls and ceiling
 - Install minimum ½" OSB interior wall panels
 - Furnish and install one (1) permanently installed mini-split air-conditioning unit (minimum 9,000 BTU)
 - Test and commission all systems prior to final acceptance

3.7. Alternate Bid #2 - Fire Station 17

Alternate Bid No. 2 shall consist of furnishing and installing one (1) new climate-controlled gear shed at Fire Station 17, to be built on-site

Requirements:

- The Contractor shall:
 - Provide one (1) new metal gear shed measuring **12' x 17' x 8'**
 - Construct shed with heavy-duty, weather-resistant metal exterior
 - Provide plywood deck flooring
 - Perform all site preparation and anchoring as specified
 - Construct the shed on-site; pre-fabricated or pre-assembled structures delivered to the site shall not be permitted
 - Provide all required surveys, layout, and verification necessary for permitting and construction at Fire Station 17
 - Furnish and install full electrical service
 - Furnish and install fiberglass insulation throughout walls and ceiling
 - Install minimum ½" OSB interior wall panels
 - Furnish and install one (1) permanently installed mini-split air-conditioning unit (minimum 9,000 BTU)

- Test and commission all systems prior to final acceptance

3.8. Site Preparation and Foundations for All Locations

The Contractor shall furnish all labor, materials, equipment, and supervision necessary to prepare each designated site for shed installation, which shall include, but not limited to, the following:

- Site Layout and Clearing
 - Verify shed locations in coordination with County and CCFR staff prior to work.
 - Clear and remove all obstructions, debris, vegetation, and unsuitable material within each shed footprint.
- Grading and Drainage
 - Grade and level each site to provide a stable base capable of supporting the shed and associated equipment.
 - Ensure positive drainage away from each shed to prevent water intrusion or ponding.
- Foundations and Anchoring
 - Provide and install foundations, pads, footings, or anchoring systems as required for structural stability and code compliance.
 - Foundation systems may include concrete pads, piers, footings, or other County-approved methods based on site conditions.
- Surface Treatment and Access
 - Treat surfaces using concrete or other County-approved materials as required.
 - Construct safe access pathways, including steps or ramps where necessary, for personnel and equipment handling.
- Utilities Coordination
 - Coordinate with the County to locate existing underground utilities prior to excavation.
 - Protect all existing utilities, structures, and improvements from damage during site preparation.
- Restoration and Cleanup

- Restore disturbed areas to equal or better condition upon completion.
- Remove all construction debris, excess materials, and equipment from each site.

3.9. [Electrical Systems for All Locations](#)

The Contractor shall furnish and install complete electrical systems for all new and upgraded gear sheds to ensure safe, reliable, and code-compliant power distribution. Electrical systems shall support interior lighting, receptacles, and HVAC equipment and shall include all wiring, conduit, panels, devices, fixtures, and connections necessary to deliver fully operational service. All electrical work shall be performed by licensed electricians in accordance with Clay County BOCC standards, the National Electrical Code (NEC), and all applicable local and state codes. Electrical systems shall be fully installed, tested, inspected, and operational prior to final acceptance.

- At a minimum, each shed shall include:
 - Power wiring for lighting, outlets, and HVAC units
 - One (1) single-pole on/off switch for lighting control
 - Ceiling-mounted or wall-mounted utility-rated light fixtures
 - Minimum one (1) GFCI-protected receptacle
 - Electrical connections and disconnects required to serve mini-split air-conditioning units.

3.10. [HVAC Systems for All Locations](#)

The Contractor shall furnish and install HVAC systems for all new gear sheds and maintain the existing system at Fire Station 18 as part of the upgrade scope. HVAC systems shall be designed and installed to provide reliable climate control suitable for firefighter gear storage, protecting equipment from heat, humidity, and environmental exposure. All HVAC installations shall comply with manufacturer requirements, applicable mechanical codes, and industry best practices, and shall be permanently installed, fully wired, commissioned, and operational prior to final acceptance.

- At a minimum:
 - Each new shed shall include one (1) mini-split A/C unit rated at 9,000 BTU or larger
 - HVAC systems shall be sized appropriately to maintain climate-controlled conditions suitable for firefighter gear storage
 - All HVAC systems shall be permanently installed, fully wired, charged, tested, and operational prior to acceptance

- Condensate drainage shall be properly routed to prevent water intrusion or site damage.

3.11. Insulation and Interior Finishes for All Locations

The Contractor shall furnish and install insulation and interior finishes for all new and upgraded gear sheds to ensure thermal performance, durability, and long-term operational functionality. Insulation systems shall be installed throughout walls and ceilings to support effective climate control, and interior finishes shall provide protection, rigidity, and a clean, serviceable interior environment. All materials shall be installed in a neat, uniform, and workmanlike manner suitable for sustained public safety use.

- At a minimum:
 - Install fiberglass insulation throughout all walls and ceilings
 - Cover all insulated areas with minimum ½" Oriented Strand Board (OSB) interior wall panels
 - Seal all joints, penetrations, and interfaces to maintain thermal performance and durability.

3.12. Permit & Fees

The Contractor shall comply with all applicable State and local laws, ordinances, codes, and regulations. The Contractor is required to familiarize themselves with all permits required that pertain to the Scope of Work specified in this RFB. If a County permit is required, this project is not exempt from permit fees and permit fees must be paid to the County Building Department by the Contractor.

For questions about Clay County permitting please contact:

Clay County Building Department

Phone: (904) 269-6307

Email: permits@claycountygov.com

Website: <https://www.claycountygov.com/government/building>

All applicable permits, fees, licenses, and final County and municipality inspections are the responsibility of and will be paid for by the Contractor as specified in the plans.

All other permits, assessments, fees, bonds, and other charges as necessary to perform and complete the work of the awarded Contract are the responsibility of and will be paid for by the Contractor, including any related inspection fees. Utility service connection fees shall be paid for by the County.

3.13. Site Inspections

It is incumbent upon all Bidders to examine the site and insure that they are aware of all conditions that may affect the contract work. The County will not be responsible for conclusions made by the Contractor. No claims for additional compensation will be considered on behalf of any Contractor, subcontractor, materials suppliers or others on account of that person's failure to be fully informed of all requirements of all parts of this RFB.

3.14. Work Hours

Workdays and hours – Normal work hours of Monday through Friday, 7:30 a.m. to 5:00 p.m. unless approved by the County Project Manager or designee.

Any work performed outside of the normal County business hours will require prior County approval and payment to the County for all expenses incurred by the County may be required.

3.15. Clean up & Restoration of Site

Contractor shall remove all debris from site and dispose of the debris appropriately at the Contractors expense.

Contractor shall maintain work site in a safe manner, and daily clear construction debris.

3.16. Workmanship

Where not more specifically described in this document, workmanship shall conform to all of the methods and operations of best standards and accepted practices of the trade or trades involved, and shall include all items of fabrication, construction or installation regularly furnished or required for completion of the services.

3.17. Damage to Public or Private Property

The Contractor is responsible for anything damaged due to the direct result of installation or construction. Remove all debris from site and dispose of appropriately at Contractor expense. If property (public or private) is damaged while Contractor is performing work specified or is removed for the convenience of the work, it shall be repaired or replaced at the expense of the Contractor in a manner acceptable to the County prior to the final acceptance of the work. Contractor will be responsible for applying and securing any permits that may be required to complete such repairs.

Contractor must provide protection necessary to prevent damage to property being repaired or replaced.

If the work site has any pre-existing damage, the Contractor shall notify the County Project Manager in writing. Failure to do so shall obligate the Contractor to make repairs per the above section. Any damage to property (public or private) caused by the action of the Contractor shall

be repaired or replaced at the expense of the Contractor to the satisfaction of the County. Failure to restore said property within five (5) working days following notification will result in a deduction from the final payment invoice. All damages which occur as a result of the Contractor's application of materials shall be remedied by the Contractor at no additional cost to the County. Repairs made as a result of damage must be guaranteed for a period of thirty (30) days. Should the replacement be damaged within the thirty (30) day period, the Contractor shall replace the materials continually until the area is re-established.

Should the County have any expenses incurred due to the Contractor not restoring the property/damage within said time, any appropriate labor, material, and/or equipment use or rental to restore damaged property to its original condition will be deducted from the final Invoice prior to a payment being made.

3.18. Compliance with Occupation Safety and Health Act

The Contractor warrants that the product(s) and/or service(s) supplied to Clay County shall conform in all respects to the standards set forth in the Occupational Safety and Health Act (OSHA) of 1970 as amended and the failure to comply will be considered a breach of contract. Clay County shall be held harmless against any unsafe conditions and contractor employee incidents.

Contractor certifies that all material, equipment, services, etc., furnished in this Bid meets all OSHA requirements for the applicable Sectors. Contractor further certifies that, if the successful Bidder, and the material, equipment, service, etc., delivered or provided is subsequently found to be deficient in any OSHA requirement in effect on date of delivery or service fulfillment date, all costs necessary to bring the material, equipment, service, etc., into compliance with the aforementioned requirements shall be borne by the Bidder. All Personal Protective Equipment used by the Contractor and their employees shall be ANSI certified and meet OSHA standards.

3.19. Unsatisfactory Equipment and/or Services

The County will discuss all instances of unacceptable equipment and/or services with the awarded Contractor. This shall be immediately rectified by the Contractor at no charge to the County, to include any labor and materials as it may apply.

During this time, the County may suspend service with the Contractor until the problem(s) are corrected or may elect to use another company on an emergency basis. A record of failure to perform or of an unsatisfactory performance may result in supplier debarment.

3.20. Bid Award

The County reserved the right to award the Base Bid only, the Base Bid plus any combination of Alternate Bids, or to reject any or all bids in accordance with County purchasing policies and available funding.

3.21. Payment

The Contractor may request payment no more than once monthly, based on the amount of work completed. All partial estimates and payments found to be in error shall be subject to correction in the estimates and payments subsequent thereto, and in the final estimate and payment. Payments will be made in accordance with the Florida Local Government Prompt Payment Act.

The amount of such payments shall be the total value of the project work completed to the date of the estimate, based on the quantities and the Contract unit and/or lump sum prices, less an amount retained and less payments previously made. The amount retained shall be determined in accordance with Section 255.078, Florida Statutes.

3.22. Warranty

The Contractor shall provide a warranty for all workmanship and materials for a period of two (2) years unless a longer manufacture warranty/guarantee time is given or specified elsewhere in the plans and specifications associated with this Request for Bid (RFB). Warranty will begin from the date of substantial acceptance.

The Contractor shall further agree that it will, at its own expense, repair and replace all such defective work and any adjacent work that may be damaged by such repairs.

3.23. Term

Substantial Completion shall be accomplished within ninety (90) days from the effective date of the awarded Contract.

The Contractor shall achieve Final Completion of the Project no less than thirty (30) calendar days after the delivery of the Punch List by the County to the Contractor.

3.24. Liquidated Damages

The Contractor shall be assessed Liquidated Damages (LD) of \$100.00 for each day past final completion date set by the contract.

3.25. Performance Evaluation

A work performance evaluation will be conducted periodically to ensure compliance with the Contract.

3.26. Cancellation of Contract

If the awarded Contractor fails to maintain acceptable product quality or to perform adequately in accordance with the terms, conditions and specifications established in this Request for Bid,

the County reserves the right to cancel the contract upon thirty (30) days written notice to the Contractor.

3.27. Value Engineering

The County reserves the right to engage in value engineering discussions prior to the award of the RFB.

The County will give the lowest qualified Bidder the opportunity to determine if viable options exist to meet the budget threshold without substantially reducing the scope of the project as designed and solicited.

3.28. Additional Services

If the County and/or awarded Contractor identifies any additional services to be provided by Contractor that are not covered under the Agreement but are beneficial to the County, such additional services shall be mutually negotiated between the County and the Contractor.



In Partnership With
OPENGOV

Mandatory Pre-Bid Meeting

Request for Bids No. 25/26-027, Firefighter Gear Storage Shed Construction

March 25, 2026, 11:00 AM

Company	First Name	Last Name	Phone Number	Email Address	FS26	FS14	FS17
LEGACY CONST.	LANCE	GRIFFIS	(904) 626-9380	LANCEG@LEGACYCLAY.COM	✓	✓	✓
Modern Effect LLC	Sal	Romeo	(904) 252-1328	Salromeo@moderneffectllc.com	✓	✓	✓
OPTIMA CONSTRUCTION MANAGEMENT LLC	Steve	Black	(904) 626-4477	Steve@optima-cm.net	✓	✓	✓
DCRV Contracting	Chris	Vickers	(904) 589-0589	cvickers@dcrvcontracting.com	✓	✓	✓
Baker Design Build	Matthew	Sawyer	(904) 559-2632	msawyer@bdbjax.com	✓	✓	✓
Baker Design Build	Jordan	Hamner	(904) 643-3465	JHamner@bdbjax.com	✓	✓	✓
CC Borden Const.	Nicole	Borden	(904) 374-3456	ccborden@ccborden.com	✓	✓	✓
MAXXIM CONST & ROOF	GREG	BARTHOLOMEW	(904) 333-5833	greg@maxximacoofflag.com	✓	✓	✓
Plumb Level	Keith	Wierwagh	(386) 292-1929	Kevin@plumblevel.com	✓	✓	✓
PuroClean Eagle Exteriors	Jared	Sargent	(904) 392-6975	JSargent@puroclean.com	✓	✓	✓
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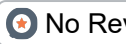
Project View Count

1026







Vendor Funnel








 Followers	31
 Downloaders	52
 Applicants	9
 No Bids	1
 Submissions	4

Vendors

Vendor	Followed	Downloaded	Applied	No Bid	Submitted
ACON Construction Co., Inc  <i>est@aconcci.com</i>		✓			
ARKEST LLC  <i>arkest@att.net</i>	✓	✓			
Advantage Contracting Group  <i>ryanw.acg@gmail.com</i>		✓			
Atlantic Coast Construction Group <i>estimates@atlcoast.org</i>	✓	✓			
BD Fine Finish <i>bdarden.finefinish@gmail.com</i>		✓			
Baker Consulting & Engineering L <i>kvojtech@bdbjax.com</i>	✓	✓	✓		✓
Blackridge Research and Consult <i>venkatesh@blackridgeresearch.com</i>		✓			
Bliss Products & Services, Inc.  <i>jessica@blissproducts.com</i>			✓	✓	
Bowden Construction Services LL <i>contact@bowdenbuilt.com</i>	✓				
Brogdon Builders, LLC 		✓			

<i>clayton@brogdonbuilders.com</i>					
C&S Site Prep, Inc. No Review <i>candsprep@gmail.com</i>	✓	✓			
Cerris Builders No Reviews <i>bcarter@cerris.com</i>		✓			
Clayton Co Consultants LLC No Reviews <i>kenneth.casimir@claytoncodesignbu</i>		✓			
ConstructConnect No Reviews <i>content@constructconnect.com</i>	✓	✓			
Construction Bid Source <i>axion.cbs@gmail.com</i>		✓			
Creo Contracting, LLC No Reviews <i>nick@creo-contracting.com</i>	✓	✓	✓		
D.E. Scorpio Corporation No Reviews <i>rtaylor@scorpioco.com</i>	✓	✓			
DCRV Contracting, LLC No Reviews <i>cvickers@dcrvcontracting.com</i>	✓	✓	✓		✓
DF Interactive NC LLC <i>bids+opengov@davidfine.dev</i>		✓			
Dodge Construction Network No Reviews <i>jayalakshmil@construction.com</i>	✓	✓			
Dodgedocs No Reviews <i>dodge.bidding@construction.com</i>	✓	✓			
Druml Group <i>agould@drumlgroup.com</i>	✓	✓			
Eletcol LLC No Reviews <i>jpineda@eletcol.com</i>	✓	✓			
Florida Surety Bonds, Inc. No Reviews <i>kim@floridasuretybonds.com</i>	✓				
Florida Surety Bonds, Inc. No Reviews <i>sarah@floridasuretybonds.com</i>	✓				
Hayward Construction Group, LLC <i>haywardconstruct@bellsouth.net</i>		✓			

JDUFF Construction Company, L <i>justin@jduffco.com</i>	✓	✓			
JNB Services  No Reviews <i>bilal.ahmed@jnbcontracting.com</i>		✓			
Kalex Steel Buildings, Corp.  No Reviews <i>emily@kalexsteel.com</i>		✓			
Legacy in Action, Construction, R <i>lisa@legacyclay.com</i>	✓	✓	✓		
MAXXIM CONSTRUCTION AND <i>ryan@maxximroofing.com</i>	✓	✓	✓		
Mark W Keels Construction, LLC <i>mwkeels@yahoo.com</i>	✓	✓			
Mid State Builders Exchange Inc <i>hugh@bxplanroom.com</i>	✓	✓			
Modern Effect Ilc  No Reviews <i>salromeo@moderneffectllc.com</i>	✓	✓			
None <i>martin.larinas@gmail.com</i>		✓			
North America Procurement Cour <i>notifications@napc.me</i>		✓			
OG LLC <i>rfp.radarusa@gmail.com</i>		✓			
Optima Construction Managemer <i>steve@optima-cm.net</i>	✓	✓	✓		
PV Inc <i>primevendor123@gmail.com</i>		✓			
PWXPress  No Reviews <i>bids@pwypress.com</i>	✓	✓			
Panel Built, Inc.  No Reviews <i>info129@panelbuilt.com</i>		✓			
Persons Services Corp.  No Reviews <i>jottilige@personsservices.com</i>	✓	✓			
Pickett Construction, Inc.	✓	✓			

<i>justin@pickettconstruction.com</i>					
Premier Plumbing and Mechanical <i>jrodriguez@ppmjax.com</i>		✓			
RevStar Consulting  No Review <i>nastassia.barkouskaya@revstarcons</i>		✓			
SAC Services <i>angelawilsonsac@gmail.com</i>	✓	✓			
ShayCore, LLC  No Reviews <i>jyant@shaycore.com</i>		✓			
Shine and Company, Inc.  No Reviews <i>jason.shine@shinecompanyinc.com</i>	✓	✓			
Source Management  No Review <i>sourcemanagement@deltek.com</i>	✓	✓			
St. Johns Emergency Restoration <i>mbenes@puroclean.com</i>	✓	✓	✓		✓
TQL <i>colbybishop@tql.com</i>		✓			
Technology International, Inc.  No Reviews <i>tii@tii-usa.com</i>		✓			
Thomas May Construction Company <i>cwatts@tmay.net</i>	✓	✓			
VendorLink, LLC  No Reviews <i>bids@evendorlink.com</i>		✓			
Visual <i>visualbidalerts@gmail.com</i>		✓			
c.c. Borden Construction  No Reviews <i>ccborden@ccborden.com</i>	✓	✓	✓		✓



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: Board of County Commissioners

DATE: 3/2/2026

FROM: M Rood

SUBJECT: Approval of Resolution No. 2024/2025-49 AM2 to update the FY 2025/2026 Schedule of Fees and Services for the Planning Department pertaining to Mobility and School Concurrency Application Fees.

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

Note: Page numbers are based on Redline PDF version of the Schedule

PROPOSED SCHEDULE REVISIONS:

- Page 69: Planning Department
 - School Concurrency Application Fees
 - Added Modification language to be included in Extension Fee in the amount of \$100.00

HOUSEKEEPING REVISIONS TO SCHEDULE:

- Page 47-68: Planning Department
 - Mobility Fees
 - Updated table to reflect Ordinance 2026-8 adopted by the Board on March 10, 2026

ATTACHMENTS:

Description	Type	Upload Date	File Name
Resolution 24/25-49 AM2 Schedule of Fees & Services_Clean Copy	Resolution Letter	5/7/2026	Resolution_FY_25-26_Schedule_of_Fees_and_Services_2026-05-12_AM2_Clean_Copyrddsada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Budget Office	Streeper, Lisa	Approved	5/6/2026 - 4:08 PM	Item Pushed to Agenda

RESOLUTION NO. 2024/2025-49 AM2

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, AMENDING RESOLUTION NO. 2024/2025-49, THE CLAY COUNTY BOARD OF COUNTY COMMISSIONERS SCHEDULE OF FEES AND SERVICES FOR FISCAL YEAR 2025/2026 TO UPDATE FEES AND SERVICES FOR PLANNING DEPARTMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Clay County Board of County Commissioners (the Board) regulates various activities related to health, safety and welfare, resulting in the provision of services by County departments; and

WHEREAS, the Board imposes fees for provision of these services, generally setting rates at levels sufficient to fund the full cost of providing the services funded from such fees; and

WHEREAS, the Board reviewed and updated the fees and services through the annual budget process for Fiscal Year 2025/2026, adopting on August 12, 2025, Resolution No. 2024/2025-49; and

WHEREAS, the Board amended the adopted FY 2025/2026 Schedule of Fees and Services to update the fees and services related to Parks and Recreation Administration on September 23, 2025, adopting Resolution No. 2024/2025-49 AM1; and

WHEREAS, the need has arisen to update the adopted FY 2025/2026 Schedule of Fees and Services for fees and services related to the Planning Department; and

WHEREAS, the Board desires to approve changes to those fees and services that will become effective on June 15, 2026.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA:

Section 1. FY 2025/2026 Schedule of Fees and Services. The Board hereby amends the Clay County Board of County Commissioners FY 2025/2026 Schedule of Fees and Services, to adopt the revisions for fees and services related to the Planning Department set forth in Appendix A, which is attached hereto and made a part hereof by reference. These fees shall be collected from all persons or entities requesting the enumerated services, provided however, that all or part of these fees may be waived by the County Manager or designee when in his judgment the circumstances so warrant. Proceeds of the fees will be applied to the cost of providing the enumerated services for which the fees are collected. Currently, a subsidy from general revenues is needed to provide adequate levels of service in these areas. The Board may, by future resolution, adjust the fees to ensure that the full cost of providing the services is recovered through the collection of fees.

Section 2. CONFLICTS. The fees adopted pursuant to this Resolution supersede any fees previously adopted by the Board for the same services. Any resolution, or part thereof, in conflict with this Resolution, or any part hereof, is hereby repealed to the extent of such conflict.

Section 3. SEVERABILITY. If any clause, section or provision of this Resolution shall be declared unconstitutional or invalid for any reason or cause, the remaining portion of this Resolution shall be in full force and effect and be valid as if such invalid portion thereof had not been incorporated herein.

Section 4. EFFECTIVE DATE. This Resolution shall take effect on May 12, 2026.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this 12th day of May, 2026.

Board of County Commissioners Clay
County, Florida

Kristen Burke, Chairman

ATTEST:

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

APPENDIX A

Clay County Board of County Commissioners



FY 2025/2026 Schedule of Fees & Services

ADOPTED: August 12, 2025
EFFECTIVE: October 1, 2025
(Resolution No. 2024/2025-49)

REVISED: September 23, 2025
EFFECTIVE: October 1, 2025
(Resolution No. 2024/2025-49 AM1)

REVISED: May 12, 2026
EFFECTIVE: May 12, 2026
(Resolution No. 2024/2025-49 AM2)

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ALL CLAY COUNTY DEPARTMENTS

County Event Permits	
Appeal Fee	\$50.00 plus processing fees*
Complex Event	\$150.00 plus processing fees*
Event (single use)	\$100.00 plus processing fees*
Event (same event, multiple times during 12-month period)	\$150.00 plus processing fees*
Late Fee	1.5% of outstanding balance per month
* Processing fees only incurred for credit card payments.	

Public Record Copies	
Audio, Video, DVD	Actual cost of duplication
Data Disc (out of current GIS Library)	\$5.00
Double-Sided, no larger than 8-1/2" x 14"	\$0.20 per letter or legal sized copy
Photo Reprints	Actual cost of duplication
Plot Products:	
8-1/2" x 11"	\$2.00
Each additional copy of same map	\$1.00
11" x 17"	\$3.00
Each additional copy of same map	\$2.00
18" x 24"	\$4.00
Each additional copy of same map	\$2.00
24" x 36"	\$5.00
Each additional copy of same map	\$3.00
36" x 48"	\$10.00
Each additional copy of same map	\$5.00
Aerials 24" x 36"	\$10.00
Postage & Packaging (if necessary)	Actual cost
Single-Sided, no larger than 8-1/2" x 14"	\$0.15 per letter or legal sized copy
Time Associated with Gathering Documents (if exceeds total of one-half hour)	Fee associated with labor cost of personnel
All Other Copy Requests	Actual cost of duplication

AMBULANCE BILLING DEPARTMENT

STATEMENT OF FUNCTION: The Ambulance Billing Team provides in-house billing services for over 16,000 patient transports annually. Staff works with paramedics in the Public Safety Department to facilitate the review, quality assurance and transmission of the associated patient care reports to the staff of the contracted ambulance billing company in order to process claims appropriately. The team also creates and monitors quality metrics to help improve patient care documentation and the claims process, help reduce the occurrence of patient refunds and facilitates communications at the local hospitals the patients are taken to. Additionally, the staff are responsible for the gathering and submission of data along with the monitoring of the County’s participation in multiple state and federal supplemental reimbursement programs and conducting routine internal audits to keep in compliance with state and federal ambulance billing laws.

LOCATION: 477 Houston Street, Green Cove Springs, FL 32043 (4th Floor)

PHONE: (904) 529-2773

Ambulance Fees	
Advanced Life Support (ALS)	\$750.00 plus processing fees*
Advanced Life Support (ALS) 2	\$850.00 plus processing fees*
Basic Life Support	\$700.00 plus processing fees*
Ground Transport	\$15.00 per transport mile plus processing fees*
* Processing fees only incurred for credit card payments.	

Public Safety Fees	
Personnel Fees:	
Battalion Chief	\$96.85 per hour
Captain	\$80.19 per hour
Emergency Management Staffing	\$84.00 per hour
Engineer	\$49.59 per hour
Firefighter	\$38.52 per hour
Lieutenant	\$66.40 per hour
Officer Rate (Lieutenant or Captain) *	\$69.03 per hour
Vehicle Fees:	
Advanced Life Support (ALS) Rescue	\$48.32 per hour
Fire Engine	\$173.47 per hour
Supervisors’ Vehicle	\$20.00 per hour
Utility Task Vehicle (UTV)	\$39.00 per hour
* This rate will be used when either officer can fill the spot.	

ANIMAL SERVICES

STATEMENT OF FUNCTION: Clay County Animal Services (CCAS) is responsible for the enforcement of animal-related State laws and County ordinances regarding animal welfare and community concerns. CCAS provides humane care for the abandoned, abused, and unwanted animals of Clay County. The Cost Center is responsible for public health and safety, as well as animal health. It also educates the public on animal-related topics and encourages the spaying and neutering of all pets to alleviate pet overpopulation.

The mission at Clay County Animal Services is to safeguard public health and safety from dangerous and sick animals; to protect the community's animals from cruelty and neglect; to humanely house, care for, and provide placement for homeless pets; and to find humane resolutions for the animals in its care. In addition, it strives to reduce pet overpopulation by working closely with local nonprofit and community organizations, and to educate the community on responsible pet ownership.

LOCATION: 3984 State Road 16 West, Green Cove Springs, FL 32043

PHONE: (904) 269-6342

Adoption Fees	
Cats (kittens) under 6 months old	\$25.00
Cats 6 months and older	\$20.00
Dogs (puppies) under 6 months old	\$100.00
Dogs 6 months and older	\$20.00
Ferrets	\$25.00
Fowl	\$10.00
Horses	\$100.00, plus cost of Coggins testing
Livestock (not including cows)	\$50.00
Pocket Pets (Rabbits, Guinea Pigs, Birds, Etc.)	\$10.00
Reptiles	\$10.00
Special Adoption Pricing	Per Event

Aggressive / Dangerous Dog Fees	
Annual Registration: 1st Year	\$500.00
Annual Registration: Subsequent Years	\$250.00
First Impoundment	\$500.00
Spay / Neuter (does not include rabies vaccine and microchip)	\$175.00

Daily Boarding Fees	
All Animals	\$15.00

Hobby Breeder Fees	
Annual Inspection Fee (Max of 20 Animals)	\$100.00
Filing Fee (Notice of Revocation Challenge)	\$250.00
License Fee	\$100.00
Re-Inspection Fee of Kennel	\$100.00

Impound Fees	
1st Impound	Free
2nd Impound	\$50.00
3rd and Subsequent Impound	\$100.00
1st Livestock Impound	\$100.00
2nd Livestock Impound	\$200.00
3rd and Subsequent Livestock Impound	\$300.00

Microchip Fees	
Microchip Implant	\$15.00

Quarantine Fees	
Quarantine (for 10-day period at Clay County Animal Services Facility)	\$200.00

Retail Sale of Dogs and Cats Fees	
Annual Inspection Fee (includes a minimum of 2 per year)	\$200.00
Re-Inspection Fee	\$200.00

Special Care Fees	
Coggins Testing	Actual Cost
Farrier	Actual Cost
Owner Reclaim Heartworm Treatment (per phase)	\$100.00
Outside Veterinary Services	Actual Cost

Special Handling Fees	
Preparation and Packaging of Laboratory Specimens	\$50.00

Surgery Fees	
* Does not include mandatory microchipping and rabies vaccine.	
Owner Reclaim Sterilization: Dog or Cat	* \$75.00
Miscellaneous Surgery	\$100.00

Vaccination Fees	
Equine Vaccine	Actual Cost
Rabies Vaccine	\$10.00

	1st Offense	2nd Offense	3rd Offense	4th Offense
Violations				
* MCA = Mandatory Court Appearance				
Aggressive / Dangerous Dog Provision Violation	\$500.00	* MCA	* MCA	* MCA
Animals Creating a Nuisance	\$100.00	\$200.00	\$300.00	* MCA
Control of Animals: Livestock Fencing Minimum Requirements	\$100.00	\$200.00	\$300.00	* MCA
Control of Animals: On or Off the Real Property Limits of the Owner	\$100.00	\$200.00	\$300.00	* MCA
Failure to Contact Maintaining Agency to Update Registry Information for Dangerous / Aggressive Animals	\$100.00	\$200.00	\$300.00	* MCA
Hobby Breeder License Violation	\$100.00	\$200.00	\$300.00	* MCA
Inhumane Treatment of Animals	\$100.00	\$200.00	\$300.00	* MCA
Requirement for Sales of Dogs and Cats; Failure to Provide Health Certificate	\$100.00	\$200.00	\$300.00	* MCA
Retail Sale of Dogs and Cats Violation	\$100.00	\$200.00	\$300.00	*MCA
Sale of Dogs and Cats; Public or Private Streets, Rights-of-Way, Flea Market, Private Parking Lots or Any Open-Air Venue Sales Prohibited; Violation of Pet Shop Provision	\$100.00	\$200.00	\$300.00	* MCA
Violation Fees:				
Administration Surcharge (F.S. 828.27(4)(b))	\$5.00	\$5.00	\$5.00	* MCA
10% of Fine – Fine and Forfeiture (F.S. 28.37)	Included in Fine	Included in Fine	Included in Fine	Included in Fine
Additional Court Cost (F.S. 938.01)	\$3.00	\$3.00	\$3.00	\$3.00
Filing Fee (Clerk) (F.S. 34.045)	\$10.00	\$10.00	\$10.00	\$10.00
Late Payment of Citation	\$10.00	\$20.00	\$30.00	* MCA
Local Law Enforcement EDU (F.S. 938.15)	\$2.00	\$2.00	\$2.00	\$2.00

Other Fees	
* Does not include associated impound fees	
Owner Surrender Fee	\$50.00
Non-Sterilized Dog: 1st Reclaim	* \$500.00
Non-Sterilized Dog: 2nd Reclaim	* \$500.00 (in addition to the sterilization package)
Sterilization Deposit (in lieu of having animal sterilized at Clay County Animal Services)	\$500.00
Sterilized Cat: Reclaim	* \$25.00

Sterilized Dog: 1st Reclaim	* \$25.00
Sterilized Dog: 2nd Reclaim	* \$50.00
Sterilized Dog: 3rd Reclaim	* \$75.00

If an owner or keeper does not wish to spay or neuter their animal, then before being returned to the owner or keeper, the owner or keeper must pay a five hundred dollar (\$500.00) fee to the County.

If an animal, whose owner and keeper has paid the five hundred dollars (\$500.00) fee for not agreeing to spay or neuter their animal, is impounded a second time for being allowed to be at large and is not at that time sterilized, then the owner and keeper, in addition to the costs of sterilization will have to pay a five hundred dollar (\$500.00) fee to the County in order to reclaim the animal.

If an animal, whose owner and keeper has agreed to have it sterilized under these provisions, is impounded a second time for being allowed to be at large and is not at that time sterilized, then the owner and keeper, in addition to the costs of sterilization will have to pay a five hundred dollar (\$500.00) fee to the County in order to reclaim the animal.

BUILDING DEPARTMENT

STATEMENT OF FUNCTION: The objective of the Building Department is to receive applications, review construction documents, and issue permits for the erection, alteration, demolition, and moving of buildings and structures. It is the responsibility of the Cost Center to inspect and enforce the provisions of the Florida Building Code. Its intent is to ensure the safety, health, and general welfare to the citizens of Clay County through structural strength, means of egress, stability, sanitation, adequate light, ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to buildings throughout the County.

The Clay County Building Department's mission is to serve customers with professionalism and efficiency through licensing, permitting and inspections to ensure the health, safety and welfare of the community. Licensing protects citizens and contractors. Permitting protects citizens against unlicensed contractors and prevents misplacement of structures on properties. Inspections are performed in stages to ensure compliance with the Florida Building Code. All deficiencies are noted and re-inspected to ensure work is done to meet the code before a certificate of occupancy is issued. The Building Department is proud of providing fast and efficient service to customers throughout the community.

LOCATION: 477 Houston Street, Green Cove Springs, FL 32043 (3rd Floor)

PHONE: (904) 284-6307

Amendment Permits (Section 208.7)	
Minimum Fee for Subcontractors	\$50.00
Building Permit Amendment	\$75.00

Building Permits (Section 208.1)	
Minimum Fee for Any Building Permit (including amendments)	\$100.00
Alterations: Residential remodeling completed rooms per 100 square feet	\$15.00
Building Permit Submittal Fee: Single family residential or mobile home (to be applied towards total Building Permit Fee)	\$100.00 per submittal
Cancellation Fee: For permits not subject to Building Permit Submittal Fee	\$50.00
Carports, Screen Porches, Barns per 100 square feet	\$10.00
Change in Occupant	\$50.00 per meter
Demolition of Buildings or Structures:	
For each building structure up to 5,000 square feet	\$100.00
Greater than 5,000 square feet	\$200.00
Fireplace	\$50.00
Garages, Accessory Buildings per 100 square feet	\$10.00
Improvements (siding, interior, etc.) per \$1,000.00 value	\$10.00
Irrigation Fee	\$50.00
Master Plan Setup (updated each 3-year Code cycle)	\$250.00 per subdivision plan

Mobile Home: Singlewide	\$300.00
Mobile Home: Doublewide	\$350.00
Mobile Home: Triplewide	\$400.00
New Commercial Buildings: For each \$1,000.00 of estimated value or fraction thereof	\$8.00
New Construction Other Than Residential or Commercial Buildings: For each \$1,000.00 of estimated value or 100 square feet of covered area, whichever is greater	\$10.00
New Residential Buildings: Residential building being moved; for each 100 square feet or fraction thereof	\$20.00
Notice of Commencement Processing Fee	\$15.00
Penalty Fee: Work performed without permit(s)	Two times cost of permit(s)
Permit Fee Valuation	Fee based on current International Code Council Table
Reinspection Fee	\$50.00
Reinspection Fee after 2nd Inspection (F.S. 553.80(2)(c))	Four times cost of the Reinspection Fee
Reinstatement of Expired Building Permit	\$50.00
Renovation or Modification of Commercial Buildings: For each \$1,000.00 of value or fraction thereof (contract may be required to establish value); this includes roofing	\$8.00
Roofing per 100 square feet	\$10.00
Solid Waste Collection Assessment for New Dwellings (excluding City of Green Cove Springs and Town of Orange Park)	\$21.83 per month following release of electrical service until dwelling is listed and certified on annual Tax Roll
Solid Waste Disposal Assessment for New Dwellings	\$8.00 per month following release of electrical service until dwelling is listed and certified on annual Tax Roll
Temporary or Portable Amusement Devices, per unit	\$50.00
Note: A 25% discount is applied to building permit fee when using private provider plan reviewer and/or inspector, so long as such notification has been provided prior to permit issuance.	

Electrical Permits (Section 208.2)

Section 208.2.1 New Residential Construction & Mobile Homes

Minimum Fee	\$50.00
100 Ampere Service	\$50.00
125 Ampere Service	\$55.00
150 Ampere Service	\$65.00
200 Ampere Service	\$75.00
250 Ampere Service	\$80.00
300 Ampere Service	\$90.00
400 Ampere Service	\$150.00
Electrical Sub Feeds:	

0 - 30 amps	\$50.00
31 - 60 amps	\$50.00
60 amps and above	\$50.00
Installation of Temporary Service Pole (for construction and farm use only)	\$75.00
Pool Wire	\$50.00
Reconnect Existing Mobile Home	\$50.00
Safety Inspection	\$50.00 per meter
Note: Electrical Permits are applicable to Temporary Service	
Section 208.2.2 Existing Residential Units and Mobile Homes	
Minimum Fee	\$50.00
Additional ampere service, each additional ampere	\$0.50
Additions or alterations requiring service from panel (home run)	\$2.25
Air conditioning or electrical heat (each)	\$20.00
For each outlet, including lighting requiring electrical connection	\$0.50
Section 208.2.3 Commercial Buildings (New Construction)	
Minimum Fee	\$50.00
0 - 100 Ampere Service	\$50.00
101- 150 Ampere Service	\$50.00
151- 200 Ampere Service	\$55.00
201- 300 Ampere Service	\$65.00
301- 400 Ampere Service	\$75.00
401- 600 Ampere Service	\$100.00
601- 800 Ampere Service	\$150.00
For each appliance, fixed or stationary, air conditioning and/or heating amperes requiring circuit capacity above 30	\$25.00
For each outlet, including lighting requiring electrical connection	\$0.50
Installation requiring service above 800 amperes, each additional ampere	\$0.50
Temporary Pole	\$75.00
Section 208.2.4 Existing Commercial Structures	
Minimum Fee	\$50.00
Additions or alterations requiring service from panel (home run)	\$1.60

Circuits requiring capacity above 30 amperes, each	\$50.00
For each outlet, including lighting requiring electrical connection	\$0.50
Increase in additional ampere service, each additional ampere	\$0.50

License Fees	
Contractor License Fee	\$35.00
Journeyman License Fee	\$25.00
Late License Renewal Fee	\$25.00
Letter of Reciprocity	\$35.00
License Registration	\$25.00

Mechanical Permits (Residential & Commercial) (Section 208.4)	
Two (2) tons and under	\$50.00
Two and one-half (2-1/2) tons	\$50.00
Three (3) tons	\$50.00
Three and one-half (3-1/2) tons	\$55.00
Four (4) tons	\$65.00
Five (5) tons	\$75.00
Change Outs	
Minimum Fee	\$50.00
Two and one-half (2-1/2) tons and under	\$50.00
Three (3) tons	\$50.00
Three and one-half (3-1/2) tons	\$55.00
Four (4) tons	\$60.00
Five (5) tons	\$70.00
Air Conditioning & Refrigeration (total capacity in single installation) for each ton capacity or fractional part	\$8.00
Boilers (including heating element) for the first 500,000 BTU per hours input of fuel used or fractional part thereof	\$30.00
For each additional 500,000 BTU	\$8.00
Gas Burner (each)	\$6.00
Oil Furnace	\$35.00
Range Hood (for each \$1,000 of value)	\$10.00
Underground Tank (for each \$1,000.00 of value)	\$10.00

Plumbing Permits (Section 208.3)	
Section 208.3.1 Residential	
Minimum Fee	\$50.00
One (1) bath	\$50.00
One and one-half (1-1/2) baths	\$60.00
Two (2) baths	\$75.00
Two and one-half (2-1/2) baths	\$80.00
Three (3) baths	\$90.00
Each bath thereafter	\$20.00
Each additional fixture	\$15.00
Irrigation Fee	\$50.00
Water Heater Change Out Fee	\$50.00
Section 208.3.2 Commercial Buildings	
Minimum Fee	\$50.00, plus below
Additionally, for each fixture having a water supply and/or waste outlet, including floor drains and roof drains (each)	\$15.00
Irrigation Fee	\$50.00
Water Heater Change Out Fee	\$50.00
Pool Permits (Section 208.5)	
Minimum Fee for first 15,000 gallons	\$75.00
For each additional 1,000 gallons	\$5.00
Remarcite	\$75.00
Public Safety Related Fees	
For fees associated with New Construction (Fire) Plan Reviews, New Construction (Fire) Plan Review of Revisions / Resubmittals, and New Construction (Fire) Inspections, see Fire Inspections Section of this Schedule.	
Review Fees	
Commercial (based on job value):	
Minimum Review Fee	\$100.00
\$25,000 to \$100,000.99	\$150.00
\$100,001 to \$250,000.99	\$250.00
\$250,001 to \$500,000.99	\$350.00
\$500,001 to \$1,000,000	\$500.00
In excess of \$1,000,000	\$750.00
Revisions	\$100.00 per submittal

Residential:	
Application Fee: Single family residential or mobile home (to be applied towards total Building Permit Fee)	\$100.00 per submittal
Master Plans	\$250.00
Residential	\$50.00
Revisions	\$50.00
Rereview Fee	Cost of Initial Review Fee
Rereview Fee after 3rd Review (F.S. 553.80(2)(b))	Four times cost of the Initial Review Fee
Note: A 25% discount is applied to building permit fee when using private provider plan reviewer and/or inspector, so long as such notification has been provided prior to permit issuance.	

Sign Permits (Section 208.8.3)	
Minimum Fee	\$150.00
For the first 100 square feet	\$150.00
For every 100 square feet thereafter	\$25.00

Other Permit Fees	
Antenna Co-Locate Fee	\$50.00 per antenna
Gas Permit Fee	\$50.00 plus surcharges
Generator Permit Fee	\$50.00
Solar Permit Fee	\$50.00

DEPARTMENT OF HEALTH

STATEMENT OF FUNCTION: The Florida Department of Health in Clay County (DOH-Clay) is a state agency in partnership with county government. Services it provides to the community include health education, school health services, WIC, birth and death certificates, and clinical based services. Essential services provided by DOH-Clay include immunizations, emergency preparedness, environmental health services, and disease prevention and control.

The mission of the Florida Department of Health is to protect, promote, and improve the health of all people in Florida through integrated state, county, and community efforts.

LOCATION: 1845 Town Center Blvd., Bldg. 400, Fleming Island, FL 32003

PHONE: (904) 529-2800

	State Fee	County Fee	Total Fee
Clinical Services Fees			
All clinical (healthcare provider, nurse, and laboratory) services are based upon a sliding fee scale (s. 64F-16, Florida Administrative Code) using income levels and family size. All other services are flat rate services and not eligible for sliding fee scale. Total Fee is 150% of Medicare Reimbursement Rate.			
Blood Draw Services	\$0.00	\$15.00	\$15.00
Completion of College or Other Forms	\$0.00	\$15.00	\$15.00
Immunizations:			
Adult	\$0.00	\$15.00	Actual prepaid cost of vaccine, plus \$15.00 administration fee
Children (VFC) 0-19 years old	\$0.00	\$15.00	Bill insurance company for \$15.00 administration fee
DH680 without vaccine services	\$0.00	\$15.00	\$15.00
Medication Issuance / Pick Up	\$0.00	\$10.00	\$10.00
School Entry Exam	\$0.00	\$45.00	\$45.00
School Exam and Sports Physical	\$0.00	\$80.00	\$80.00
School Sports Exam	\$0.00	\$45.00	\$45.00
TB Gold or PPD Skin Test Screening (includes nurse visit, blood draw service, and laboratory service)	\$0.00	\$71.00	\$71.00

	State Fee	County Fee	Total Fee
Environmental Health Fees			
Biomedical Waste Permits			
Biohazardous Waste - Generator	\$85.00	\$50.00	\$135.00
Biohazardous Waste (storage or treatment)	\$85.00	\$50.00	\$135.00
Biohazardous Waste, after October 1	\$105.00	\$50.00	\$155.00

Biohazardous Waste Transporter	\$85.00	\$50.00	\$135.00
Late Fee	\$25.00	\$0.00	\$25.00
Transporter – Add Vehicle	\$10.00	\$0.00	\$10.00
Food Establishment Permits			
<i>State fees established per Chapter 64E-11.013(3)(g) of the Florida Administration Code (FAC)</i>			
After School	\$170.00	\$50.00	\$220.00
Alcoholic Beverage	\$30.00	\$25.00	\$55.00
Bar / Lounge	\$190.00	\$50.00	\$240.00
Catering	\$180.00	\$50.00	\$230.00
Civic / Fraternal Organizations	\$190.00	\$50.00	\$240.00
Detention Facility	\$250.00	\$25.00	\$275.00
Food Re-Inspection (first)	\$0.00	\$0.00	\$0.00
Food Re-Inspection (after first re-inspection)	\$75.00	\$0.00	\$75.00
Late Renewal or Permit	\$25.00	\$25.00	\$50.00
Limited Food Service	\$110.00	\$25.00	\$135.00
Mobile Food Unit	\$180.00	\$25.00	\$205.00
Plan Review (per hour)	\$40.00	\$0.00	\$40.00
Prescribed Pediatric Extended Care (PPEC) Center	\$110.00	\$50.00	\$160.00
Request for Inspection	\$40.00	\$0.00	\$40.00
Residential Facility	\$135.00	\$50.00	\$185.00
School Cafeteria (x3)	\$170.00	\$50.00	\$220.00
School Cafeteria (x4)	\$200.00	\$50.00	\$250.00
Temporary Food (DOH site)	\$50.00	\$25.00	\$75.00
Temporary Food (not at DOH site)	\$100.00	\$25.00	\$125.00
Theater	\$190.00	\$50.00	\$240.00
Vending Machine	\$85.00	\$25.00	\$105.00
Group Care Permits			
Adult Day Care	\$0.00	\$25.00	\$25.00
Assisted Living Facility	\$0.00	\$100.00	\$100.00
Private / Public Elementary School (1-50 students)	\$0.00	\$100.00	\$100.00
Private / Public Elementary School (over 50 students)	\$0.00	\$100.00	\$100.00
Private / Public Junior High School	\$0.00	\$100.00	\$100.00
Private / Public High School	\$0.00	\$200.00	\$200.00
School K-12 / Vocational Technology	\$0.00	\$100.00	\$100.00

	State Fee	County Fee	Total Fee
Migrant Labor Camp Permits			
Annual Permit (5-50 occupants)	\$125.00	\$0.00	\$125.00
Annual Permit (51-100 occupants)	\$225.00	\$0.00	\$225.00
Annual Permit (over 100 occupants)	\$500.00	\$0.00	\$500.00
Mobile Home and Recreational Vehicle (RV) Permit			
Per space	\$4.00	\$0.00	\$4.00
Minimum Fee	\$100.00	\$0.00	\$100.00
Onsite Sewage Treatment and Disposal Systems (OSTDS)			
Abandonment Permit	\$50.00	\$25.00	\$75.00
Aerobic Treatment Unit (ATU) / Performance Based Treatment System (PBTS) Operating Permit	\$100.00	\$75.00	\$175.00
Aerobic Treatment Unit (ATU) / Performance Based Treatment System (PBTS) - New Commercial System (DOH Soil Evaluation)	\$425.00	\$200.00	\$625.00
Aerobic Treatment Unit (ATU) / Performance Based Treatment System (PBTS) - New Commercial System (Private Soil Evaluation)	\$310.00	\$200.00	\$510.00
Aerobic Treatment Unit (ATU) / Performance Based Treatment System (PBTS) – New Residential System (DOH Soil Evaluation)	\$375.00	\$75.00	\$450.00
Aerobic Treatment Unit (ATU) / Performance Based Treatment System (PBTS) - New Residential System (Private Soil Evaluation)	\$260.00	\$75.00	\$335.00
Application Fee (Private Inspector)	\$35.00	\$10.00	\$45.00
Existing System with Modification	\$245.00	\$100.00	\$345.00
Existing System without Modification	\$35.00	\$10.00	\$45.00
Expired Permit Renewal	\$235.00	\$100.00	\$335.00
Holding Tank Permit	\$235.00	\$100.00	\$335.00
Industrial / Manufacturing Annual Permit	\$150.00	\$100.00	\$250.00
Mean Annual Flood Line Determination	\$50.00	\$0.00	\$50.00
Modification (Private Soil Evaluation)	\$180.00	\$100.00	\$280.00
Modification Permit	\$295.00	\$100.00	\$395.00
New Permit – Commercial Conventional System	\$350.00	\$200.00	\$550.00
New Permit – Residential Conventional System	\$350.00	\$100.00	\$450.00
New System (Private Soil Evaluation)	\$235.00	\$100.00	\$335.00
Portable or Temporary Toilet Service	\$75.00	\$100.00	\$175.00
Re-Inspection / Site Re-Evaluation	\$50.00	\$25.00	\$75.00
Repair Permit	\$300.00	\$100.00	\$400.00
Repair (Private Soil Evaluation)	\$185.00	\$100.00	\$285.00

	State Fee	County Fee	Total Fee
Reset Benchmark	\$0.00	\$75.00	\$75.00
Septic Disposal Service Permit	\$75.00	\$100.00	\$175.00
Tank Manufacturer Inspections	\$100.00	\$100.00	\$200.00
Variance, Commercial	\$300.00	\$100.00	\$400.00
Variance, Residential	\$200.00	\$100.00	\$300.00
Swimming Pool Permits			
Annual Permit (under 25,000 gallons)	\$125.00	\$75.00	\$200.00
Annual Permit (25,000 gallons or more)	\$250.00	\$75.00	\$325.00
Exempted Pools	\$50.00	\$0.00	\$50.00
Initial Operating Permit	\$150.00	\$75.00	\$225.00
Well Permits			
Bacteriological Sample (Lab Fee and Transport)	\$20.00	\$10.00	\$30.00
Change of Owner (FDC)	\$30.00	\$0.00	\$30.00
Change of Owner (LUC)	\$90.00	\$0.00	\$90.00
Family Day Care Permit	\$30.00	\$0.00	\$30.00
Limited Use Water	\$90.00	\$50.00	\$140.00
Multi-Family Permit	\$90.00	\$0.00	\$90.00
Private Well Permits:			
After the Fact Private Well	\$0.00	\$170.00	\$170.00
After the Fact Public Well	\$0.00	\$320.00	\$320.00
Commercial Well	\$0.00	\$160.00	\$160.00
Irrigation Well	\$0.00	\$60.00	\$60.00
Monitoring Well	\$0.00	\$60.00	\$60.00
Private Potable Well	\$0.00	\$85.00	\$85.00
Sample Collection (Private)	\$70.00	\$30.00	\$100.00
Registered System Fee	\$15.00	\$0.00	\$15.00
Reinspection Fee	\$40.00	\$0.00	\$40.00
Sample Collection (LUC)	\$70.00	\$30.00	\$100.00
Variance Processing Fee	\$0.00	\$150.00	\$150.00
Other Environmental Health Permits			
Body Piercing:			
Annual Fee	\$150.00	\$25.00	\$175.00
Late Fee	\$100.00	\$25.00	\$125.00
Reactivation	\$75.00	\$0.00	\$75.00
Small Quantity Generators (SQG)	\$0.00	\$50.00	\$50.00

	State Fee	County Fee	Total Fee
Tanning (\$315.00 maximum fee):			
Annual License	\$150.00	\$25.00	\$175.00
Each Additional Device	\$55.00	\$0.00	\$55.00
Late Renewal	\$25.00	\$25.00	\$50.00
Tattoo:			
Artist	\$60.00	\$25.00	\$85.00
Establishment	\$200.00	\$25.00	\$225.00
Guest Artist Registration	\$35.00	\$10.00	\$45.00
Reactivation - Artist	\$25.00	\$0.00	\$25.00
Reactivation - Facility	\$25.00	\$0.00	\$25.00
Temporary Establishment	\$200.00	\$0.00	\$200.00

	State Fee	County Fee	Total Fee
Vital Statistics			
Birth Certificate	\$4.00	\$9.00	\$13.00
Death Certificate	\$0.00	\$10.00	\$10.00

EMERGENCY MANAGEMENT

STATEMENT OF FUNCTION: Clay County Emergency Management oversees the County’s response to the operational, response, recovery and mitigation aspect of disasters in Clay County. The Cost Center’s goal is to ensure the readiness of Emergency Management and Partnering Agencies to respond to emergencies and events in the County.

LOCATION: 2519 State Road 16 West, Green Cove Springs, FL 32043

PHONE: (904) 284-7703; (877) 252-9362

Healthcare Facility Emergency Plan Reviews	
Initial Plan Review	\$250.00
Follow-Up Plan Review(s)	\$75.00

ENFORCEMENT SERVICES

STATEMENT OF FUNCTION: Enforcement Services is responsible for ensuring compliance with those ordinances and portions of the Clay County Code dealing with non-criminal matters such as: land development, junk vehicles, signs, zoning, solid waste, standard housing code, construction within the rights-of-way, illicit connections and discharges to the municipal service storm sewer system and other codes and ordinances in an effective, expeditious and equitable manner. Enforcement Services performs field investigations for complaints received and issues notices of violation for ordinance violations. Fines may be imposed when compliance has not been met.

LOCATION: 477 Houston Street, Green Cove Springs, FL 32043 (3rd Floor)

PHONE: (904) 284-6310

Code Enforcement Fees	
Abandoned / Vacant Property Registration	\$200.00 per instance
Administrative Fee for Non-Compliance Finding	\$100.00 per instance
Application for Lien Reduction	\$25.00 per instance
Lien Research Fee	\$20.00 per instance

ENGINEERING DEPARTMENT

STATEMENT OF FUNCTION: The County Engineering Department manages the design and construction of Capital Improvement Projects utilizing a combination of consultants and in-house personnel, reviews and approves technical aspects of new subdivisions and new commercial site developments from plat to final plans, inspects the construction of new development sites, recommends acceptance of streets and drainage to the Board of County Commissioners (BCC), provides site plan reviews for residential building permits, right-of-way (ROW) permits, and inspections of driveways and sidewalks in connection with residential building permits. In addition to these primary responsibilities, Engineering Department permits and supervises all utility work done within the County ROW; permits and supervises all construction that is requested by the public within the ROW; implements the Federal Department of Environmental Protection MS4 Permit Program compliance; implements the Total Maximum Daily Load Program Compliance; and coordinates grant applications and fulfillment operations with various agencies as needed. The mission of the Clay County Engineering is to provide sound engineering judgment and maximize resources, to best serve the residents, businesses, and visitors of Clay County.

LOCATION: 477 Houston Street, Green Cove Springs, FL 32043 (3rd Floor)

PHONE: (904) 529-5287

Inspection Fees	
Construction Engineering & Inspection (CEI) Fee	Costs for inspection services determined by County staff in correlation with project duration
Inspection by County Staff:	
Non-Residential and Multi-Family	
Base Fee	\$350.00
Final Inspection Fee	\$350.00
Per 1/4 Mile Increment (or portion thereof) for Roadway Construction, including any Proposed Improvements in New or Existing Right-of-Way	\$1,500.00
Per Acre Fee (or portion thereof) for Site Development Exclusive of Subdivision Infrastructure Improvements (NON-RESIDENTIAL ONLY)	\$300.00
Stormwater Inspection Fee (Total Pond Acreage):	
1-5 acres	\$275.00
5 acres or over	\$300.00, plus \$50.00 per acre or fraction thereof
Re-inspection (each)	\$100.00
Residential Subdivisions	
Base Fee	\$350.00
Final Inspection Fee	\$350.00
National Pollutant Discharge Elimination System (NPDES) Inspection Fee	\$150.00 per lot
Stormwater Inspection Fee (total pond acreage):	
1-5 acres	\$275.00
5 acres or over	\$300.00, plus \$50.00 per acre or fraction thereof
Re-inspection (each)	\$100.00

Rights-of-Way (ROW) and Easements	
Easement Release (includes recording fee)	\$400.00
Plat Vacations	\$750.00
Residential Driveways:	
Driveway Permit Exemption Letter / Existing	\$75.00
Driveway / Right-of-Way Permits (includes pre- and post-inspection)	\$175.00
Driveway Upgrade	\$150.00
Residential / Subdivision / Commercial Re-Inspection Fee	\$75.00
Right-of-Way / Road Closure (includes two (2) advertisements and recording fee)	\$1,000.00
Right-of-Way / Road Closure Signage	\$20.00 per sign
Right-of-Way Utility Permits	\$500.00 per mile, plus \$500.00 per foot for any open cut of pavement
Note: Right-of-Way (ROW) Permit Fees do not apply to telecommunications providers subject to F.S. 337.401	

Sidewalk Fees	
Sidewalk Fee (in lieu of construction)	\$75.00 per linear foot

ENVIRONMENTAL SERVICES

STATEMENT OF FUNCTION: The Department of Environmental Services provides solid waste collection and disposal services to accommodate the residential, commercial and institutional needs of Clay County. This includes the long-term maintenance and environmental monitoring of closed landfills.

Curbside residential solid waste collection services are provided by a contracted, franchised hauler. Five (5) County operated solid waste facilities are available for drop-off of select recyclables, solid waste, appliances, tires, and household hazardous waste. Commercial services are provided by non-exclusive franchised haulers.

The Rosemary Hill Solid Waste Management Facility is the nucleus for solid waste and recycling processing and transfer operations. Waste materials (municipal solid waste, construction and demolition debris, vegetative waste, select recyclable materials, household hazardous waste, waste tires) are segregated for proper disposal or recycling. Municipal and construction wastes are transferred to an out-of-county sanitary landfill for disposal. Recyclable materials are shipped to various processors for recycling and reuse. Special wastes are recycled or disposed.

The goal of Environmental Services is to protect Clay County's groundwater in support of public health and the environment through proper handling and disposal of solid waste in a cost effective and efficient manner

LOCATION: 3545 Rosemary Hill Road, Green Cove Springs, FL 32043 (Main Office)

PHONE: (904) 284-6374

Commercial Haulers	
Administration Fees:	
Revenue < \$200K	\$125.00 per year
Revenue \$200-500K	\$250.00 per year
Revenue > \$500K	\$375.00 per year
Franchise Application Fee	\$250.00 per application
Franchise Fees	14% of receipts

Landfill Tipping Fees	
Appliances	\$76.00 per ton
C&D - Franchise	\$70.00 per ton
C&D - Non-Franchise	\$76.00 per ton
C&D - Out of County	\$83.50 per ton
Class I - Franchise	\$64.00 per ton
Class I - Non-Franchise	\$70.00 per ton
Class I - Out of County	\$77.50 per ton
Scrap Metals	\$76.00 per ton
Special Handling (mixed waste and recyclables)	\$250.00 per ton
Tires, Off Road	\$380.00 per ton
Tires, Off Road - Out of County	\$387.50 per ton

Tires, Passenger	\$240.00 per ton
Tires, Passenger - Out of County	\$247.50 per ton
Yard Waste - Franchise	\$41.00 per ton
Yard Waste - Non-Franchise	\$47.00 per ton
Yard Waste - Out of County	\$54.50 per ton

Residential Assessments

Collection	\$262.00 per year
Disposal	\$96.00 per year

Other Residential Services

Additional Cart Lease Fee	
65-gallon Cart	\$61.00
95-gallon Cart	\$66.00
Overflow Stickers for Individual Trash Bags	\$4.00 each

FIRE INSPECTIONS

STATEMENT OF FUNCTION: The Clay County Fire Inspections Cost Center implements fire loss management by conducting fire and life safety inspections in new and existing buildings for compliance with State mandated fire codes. The Cost Center also reviews construction documents and permits for adherence with current fire codes.

LOCATION: 477 Houston Street, Green Cove Springs, FL 32043 (3rd Floor)

PHONE: (904) 529-2757

Fire Plan Reviews	
As-Built Review	
Building / System	\$55.00
Site	\$50.00
Emergency Generator System Plan Review	\$50.00 per system
Fire Alarm System Plan Review:	
Up to 10,000 square feet	\$75.00 per system
Over 10,000 square feet	\$100.00 per system
Fire Protection Underground Plan Review:	
Up to 500 linear feet	\$50.00
Over 500 linear feet	\$100.00
Fire Protection Water Tank Plan Review	\$50.00 per tank
Fire Sprinkler / Fire Pump / Standpipe System Plan Review:	
Up to 10,000 square feet	\$75.00 per system
Over 10,000 square feet	\$100.00 per system
Fire Suppression System Plan Review	\$50.00 per system
Fuel Tank Installation Site Plan Review (under-ground or above-ground)	\$50.00 per tank
Fuel Tank Removal Site Plan Review	\$50.00 per tank
Healthcare Facility Emergency Plan Reviews	
Initial Plan Review	\$250.00
Follow-Up Plan Review(s)	\$75.00
Hood or Paint Booth Ventilation System Plan Review	\$50.00 per system
New Construction Plan Review:	
Valued between \$0 and \$100,000	\$100.00
Valued between \$100,000.01 and \$500,000	\$200.00
Valued between \$500,000.01 and \$1,000,000	\$400.00
Valued at \$1,000,000.01 or greater	\$600.00

New Construction Plan Review of Revisions / Resubmittals:	
Valued between \$0 and \$500,000	\$54.00
Valued at \$500,000.01 or greater	\$325.00
Other Fire Permit Plan Review of Revisions / Resubmittals	Original cost of permit plan review
Site Plan Review	\$50.00 per phase
Site Plan Review of Revisions	\$50.00 per phase

Fire Safety Inspections	
Up to 100,000 sq ft	\$75.00
Over 100,000 sq ft	\$125.00
First Re-Inspection	No charge
Second and All Additional Re-Inspections	\$125.00
Licensed-Operated Facilities Inspections	
0 - 5,000 sq ft	\$38.00
5,001 - 12,000 sq ft	\$53.00
12,001 - 25,000 sq ft	\$88.00
25,001 - 50,000 sq ft	\$105.00
50,0001 - 75,000 sq ft	\$123.00
75,001 - 100,000 sq ft	\$140.00
100,001 - 250,000 sq ft	\$175.00
250,001 - 500,000 sq ft	\$210.00
500,001 - 750,000 sq ft	\$245.00
750,001 - 1,000,000 sq ft	\$280.00
1,000,000 and greater sq ft	\$350.00
First Re-Inspection	No charge
Second and All Additional Re-Inspections	Original Cost of Inspection
New Construction Inspections:	
First Inspection	\$100.00
First Re-Inspection	No charge
Second and All Additional Re-Inspections	\$125.00
Occupancy-Based Inspections (NFPA 1:10.2.7.1)	
High Hazard / Risk (Annually)	
Apartment Buildings	
0-25 units per building	\$25.00
26-50 units per building	\$50.00
51-100 units per building	\$75.00

101 and greater units per building	\$100.00
High Rise	\$125.00
Assembly	
50-299 occupancy load	\$50.00
300-1,000 occupancy load	\$75.00
1,001-5,000 occupancy load	\$100.00
5,001 and greater occupancy load	\$125.00
Childcare	See Licensed-Operated Facilities Inspections
Detention	
Under 15,000 sq ft	\$75.00
15,001 - 30,000 sq ft	\$100.00
30,001 - 100,000 sq ft	\$150.00
100,001 - 200,000 sq ft	\$200.00
200,001 - 500,000 sq ft	\$250.00
500,001 and greater	\$300.00
Educational	See Licensed-Operated Facilities Inspections
Healthcare	See Licensed-Operated Facilities Inspections
Hotels / Lodging / Dormitories	
0-16 units / rooms per building	\$50.00
17-100 units / rooms per building	\$75.00
100-500 units / rooms per building	\$100.00
Moderate Hazard / Risk (Biennially)	
Ambulatory Healthcare	
Under 5,000 sq ft	\$50.00
5,001 - 15,000 sq ft	\$75.00
15,001 - 30,000 sq ft	\$100.00
30,001 - 100,000 sq ft	\$150.00
100,001 - 200,000 sq ft	\$200.00
200,001 - 500,000 sq ft	\$250.00
500,001 and greater sq ft	\$300.00
Industrial	
Under 15,000 sq ft	\$50.00
15,001 - 30,000 sq ft	\$100.00
30,001 - 100,000 sq ft	\$150.00
100,001 - 200,000 sq ft	\$175.00

200,001 - 500,000 sq ft	\$200.00
500,001 and greater sq ft	\$250.00
Low Hazard / Risk	
Mercantile / Business / Storage	
Under 5,000 sq ft	\$45.00
5,001 - 15,000 sq ft	\$50.00
15,001 -30,000 sq ft	\$65.00
30,001 - 100,000	\$75.00
100,000 - 200,000	\$100.00
200,001 - 500,000	\$125.00
500,001 and greater	\$150.00
Re-Inspection for Unprepared Sites	
First re-inspection	\$55.00
Each additional re-inspection	\$112.00
Walkthrough / Pre-Inspection / Consultation / Plan Review (after hours, weekend or holiday is subject to availability)	
Minimum Fee Paid in Advance (2-hour minimum)	\$153.00
Additional Fee after Initial 2 hours	\$54.00 per hour

Tests / Inspections for System Recertification	
Cooking Hood or Paint Booth Ventilation System Inspection	\$75.00
Emergency Generator Test	\$50.00
Fire Alarm System Inspection	\$75.00
Fire Pump Test	\$75.00
Fire Sprinkler Hydrostatic / Underground Fire Protection Test	\$100.00
Fire Suppression System Inspection	\$75.00

Miscellaneous Use & Services Permits	
Amusement Park Permit (includes fairs, carnivals and festivals)	\$100.00
Burn Permit (non-residential property)	\$100.00
Fire Insurance Rating Verification Letter	\$21.00
Fireworks Display Permit	\$55.00
Fireworks or Sparklers Sales Permit	\$55.00
Penalty for Starting Work without a Fire Marshall Permit	Double the Normal Application Fee
Permit for Handling Materials or Hazardous Operations	\$55.00
Permit for Tent or Membrane Structure used for cooking, Christmas tree sales, horse shows, or public gatherings of any kind (900 square feet or larger)	\$55.00

LIBRARY SERVICES

STATEMENT OF FUNCTION: The Clay County Library System is dedicated to providing free access to a vast array of resources for all citizens of the County. In both the virtual and physical libraries, the library's role is to provide convenient access to products and services that expand knowledge, inform, entertain and inspire our library users.

LOCATION: 1895 Town Center Boulevard, Fleming Island, FL 32003 (Headquarters)

PHONE: (904) 529-4745

Damaged Items	
Books, Audio Books and DVD's damaged beyond repair	Replacement cost of item and \$2.00 processing fee
Book Jacket	\$1.00
Chromebook:	
Device	Replacement cost of item
Case	\$30.00
Charger	\$20.00
DVD or CD Cover	\$1.00
DVD or CD Case	\$3.00
Playaway Launch Pad:	
Device	Replacement cost of item
Case	\$13.00
Bumper	\$9.00
Charging Cord	\$7.00
Adapter	\$10.00
WiFi Hot Spot:	
Device	\$100.00
Charger plug and/or cord	\$10.00
Case	\$20.00
Note: Any items not listed above will be subject to charges based on the replacement cost of the item.	

Lost Items	
Processing Fee	\$2.00 per item
Book Club in a Bag	\$125.00
Chromebook	Replacement cost of item
Library Card	\$1.00 (processing fee not applicable)
Lost Books, Audio Books and DVDs	Replacement cost of item
Playaway Launch Pad	Replacement cost of item
Preschool Kit	Replacement cost of item

WiFi Hot Spot:	
Device	\$100.00
Charger plug and/or cord	\$10.00
Case	\$20.00
Note: Any items not listed above will be subject to charges based on the replacement cost of the item.	

Overdue Fines	
Audiobook	\$0.20 per day
Birding Backpack	\$1.00 per day
Book	\$0.20 per day
Book Club in a Bag	\$0.20 per day
Chromebook	\$1.00 per day
DVD	\$1.00 per day
Inter-Library Loan (ILL)	\$0.50 per day (Note that lending institutions may place additional fines / fees on loaned items.)
Playaway Launch Pad	\$1.00 per day
Preschool Kit	\$0.20 per day
WiFi Hot Spot	\$1.00 per day

Services	
Library Cards	
Clay County Residents and Property Owners	Free
Non-Resident (Annual)	\$100.00
Non-Resident (6 months)	\$60.00
Non-Resident (3 months)	\$30.00
Meeting Room Reservations	
Small (available at Middleburg and Orange Park Libraries)	\$25.00 per hour (2-hour minimum)
Large (available at Fleming Island and Orange Park Libraries)	\$50.00 per hour (2-hour minimum)
Printing & Photocopying	
Black and White	\$0.20 per page
Color (available at Fleming Island Library)	\$0.50 per page
3D Printing (available at Fleming Island and Orange Park Libraries)	\$0.05 per gram

PARKS AND RECREATION ADMINISTRATION

STATEMENT OF FUNCTION: The function of Parks and Recreation is creating places and spaces for residents and visitors to enjoy healthy, active lifestyles, ensuring all residents have access to the benefits of high-quality parks and recreation, and the preservation of the natural beauty of the environment.

LOCATION: 477 Houston Street, Green Cove Springs, FL 32043 (2nd Floor)

PHONE: (904) 284-6378 (Main Office)

Note: All Parks and Recreation rentals, except for Park Pavilions, require security deposits.

Athletic Field Rentals	
Rental Hours: 8:00 a.m. to 10:00 p.m., unless otherwise agreed upon	
Adult Athletic Fields	\$40.00 per hour per field plus tax
Diamond Ball Field Raked and Restriped (labor & paint)	\$50.00 plus tax
Multipurpose Field Restriped (labor & paint)	\$110.00 plus tax
Outdoor Courts, for guaranteed use	\$10.00 per hour per court plus tax
Outdoor Courts with Lights, for guaranteed use	\$25.00 per hour per court plus tax
Sports Field Lighting	\$15.00 per hour per field plus tax
Youth Athletic Fields	\$35.00 per hour per field plus tax
Note: Up to a \$500.00 refundable security deposit is due upon booking reservation. Rental fees are due no later than two (2) weeks prior to event date. In the event the reservation is made within two (2) weeks of scheduled date, the rental and deposit fees are due at the time of booking. The security deposit is refundable once the facility and premises have been inspected post-rental and will be returned to the user by a refund to the credit card used or by mail if paid by cash or check.	

Camp Chowenwaw Park	
Rental Hours: 8:00 a.m. to 8:00 p.m., unless camping overnight	
Cabin and Building Rentals (Daytime):	
Big Cabin Day Building (150-person max.)	\$400.00 plus tax
Kiwita Nature Center Day Building (55-person max.)	\$175.00 plus tax
Orange Blossom Day Building (30-person max.)	\$100.00 plus tax
Cabin and Building Rentals (Overnight):	
Note: Weekend rentals require two-night stay (Friday/Saturday or Saturday/Sunday).	
Ahwenassa Cabins (climate controlled)	\$50.00 each plus tax
Cook's and Muscogee Cabins (self-contained)	\$50.00 each plus tax
Hickory Flats Tent Campsites (primitive tent pads)	\$18.00 each plus tax
Magnolia Hill Tent Campsites (primitive tent pads)	\$18.00 each plus tax
Squirrel Run (climate controlled)	\$50.00 each plus tax
Treehouse Point	\$35.00 each plus tax

Commercial Photography / TV / Film Fees (Requires Facility Permit):	
TV / Film (camping / cabin areas, including indoors and outdoors)	\$100.00 per day plus tax
Swimming Fees:	
Adults (ages 16-64)	\$3.00 plus tax
Children (ages 2 and under)	No Charge
Children (ages 3-15)	\$2.00 plus tax
Individual Season Pass	\$75.00 plus tax
Family Season Pass (up to 6 people)	\$150.00 plus tax
Overnight Guests	No Charge
Seniors (ages 65 and older)	\$2.00 plus tax
Swim Lessons/Classes	Contracted Fee
<p>Note: Up to a \$500.00 refundable security deposit is due upon booking reservation. Rental fees are due no later than (2) weeks prior to event date. In the event the reservation is made within two (2) weeks of scheduled date, the rental and deposit fees are due at time of booking. The security deposit is refundable once the facility and premises have been inspected post-rental and will be returned to the user by a refund to the credit card used or by mail if paid by cash or check.</p>	

Historical Triangle, including Courthouse, Pavilion, and Courtyard	
Rental Hours: 8:00 a.m. to 10:00 p.m.	
Entire Facility Rental (Daily)	\$350.00 per day plus tax
Entire Facility Rental (Hourly, 3-hr minimum)	\$25.00 per hour plus tax
<p>Note: Civic, community, and nonprofit meetings are exempt from the 3-hour minimum.</p>	
<p>Note: A \$75.00 refundable security deposit due upon booking reservation. Rental fees are due no later than two (2) weeks prior to event date. In the event the reservation is made within two (2) weeks of scheduled date, the rental and deposit fees are due at the time of booking. The security deposit is refundable once the facility and premises have been inspected post-rental and will be returned to the user by a refund to the credit card used or by mail if paid by cash or check.</p>	
<p>All rentals for this facility are subject to review and approval by the Board of County Commissioners and Clay County Clerk of Court and Comptroller.</p>	

Hunter-Douglas Park Meeting Building	
Rental Hours: 8:00 a.m. to 10:00 p.m.	
Entire Facility Rental (Daily)	\$175.00 per day plus tax
Entire Facility Rental (Hourly, 3-hr minimum)	\$25.00 per hour plus tax
<p>Note: Civic, community, and nonprofit meetings are exempt from the 3-hour minimum.</p>	
<p>Note: A \$75.00 refundable security deposit due upon booking reservation. Rental fees are due no later than two (2) weeks prior to event date. In the event the reservation is made within two (2) weeks of scheduled date, the rental and deposit fees are due at the time of booking. The security deposit is refundable once the facility and premises have been inspected post-rental and will be returned to the user by a refund to the credit card used or by mail if paid by cash or check.</p>	

Instructor Contracts	
Instructors (excluding Firearm Instructors)	\$15.00 per hour

Middleburg Civic Center	
Rental Hours: 8:00 a.m. to 10:00 p.m.	
Entire Facility Rental (Daily)	\$350.00 per day plus tax
Entire Facility Rental (Hourly, 3-hr minimum)	\$25.00 per hour plus tax
Note: Civic, community, and nonprofit meetings are exempt from the 3-hour minimum.	
Note: A \$75.00 refundable security deposit due upon booking reservation. Rental fees are due no later than two (2) weeks prior to event date. In the event the reservation is made within two (2) weeks of scheduled date, the rental and deposit fees are due at the time of booking. The security deposit is refundable once the facility and premises have been inspected post-rental and will be returned to the user by a refund to the credit card used or by mail if paid by cash or check.	

Outdoor Adventure Park	
Rental Hours: 8:00 a.m. to 10:00 p.m.	
Archery Range	
Annual Membership	
Individual	\$50.00 per year plus tax
Family (2 Adults and 2 Youth)	\$65.00 per year plus tax
Note: This membership includes no charge lane usage for 2 hours per day. Lane rentals after 2 hours is \$10.00 per hour.	
Lane Rentals (Hourly, 2-hr increments)	
Individual	\$8.00 per person plus tax
Family (2 Adults and 2 Youth)	\$12.00 per family plus tax
Gun Range	
Annual Membership	
Lane Usage: Thursday – Saturday, 8:00 a.m. to 4:00 p.m.	
Clay County Resident	\$250.00 per year
Clay County Resident - Retired Law Enforcement Officer, Active Duty Military or Veteran	\$200.00 per year
This membership includes: (1) no charge lane usage of 2 hours per day*, (2) \$5.00 fee for 2nd person sharing lane (one per day), (3) lane waitlist priority, (4) three (3) guest passes, (5) 10% discount off pro shop merchandise, and (6) one (1) free Gun Range T-Shirt. * Lane rentals after 2 hours is \$10.00 per hour.	
Non-Clay County Resident	\$300.00 per year
This membership includes: (1) no charge lane usage of 2 hours per day*, (2) \$8.00 fee for 2nd person sharing lane (one per day), (3) lane waitlist priority, (4) three (3) guest passes, (5) 10% discount off pro shop merchandise, and (6) one (1) free Gun Range T-Shirt. * Lane rentals after 2 hours is \$10.00 per hour.	

Non-Clay County Resident - Retired Law Enforcement Officer, Active Duty Military or Veteran	\$225.00 per year
<p>This membership includes: (1) no charge lane usage of 2 hours per day*, (2) \$8.00 fee for 2nd person sharing lane (one per day), (3) lane waitlist priority, (4) three (3) guest passes, (5) 10% discount off pro shop merchandise, and (6) one (1) free Gun Range T-Shirt. * Lane rentals after 2 hours is \$10.00 per hour.</p>	
All Clay County BCC and Constitutional Employees	\$200.00 per year
<p>This membership includes: (1) no charge lane usage of 2 hours per day*, (2) \$8.00 fee for 2nd person sharing lane (one per day), (3) lane waitlist priority, (4) three (3) guest passes, (5) 10% discount off pro shop merchandise, and (6) one (1) free Gun Range T-Shirt. * Lane rentals after 2 hours is \$10.00 per hour.</p>	
<p>Lane Rental (Daily) Lane Usage: Thursday – Saturday, 8:00 a.m. to 4:00 p.m.</p>	
Instructor Use	\$25.00 per hour plus tax (Instructor guests are required to purchase 2-hour County usage rates. Maximum two people per lane, including the instructor.)
<p>Lane Rental (Hourly, 2-hr increments) Lane Usage: Thursday – Saturday, 8:00 a.m. to 4:00 p.m.</p>	
Clay County Resident	\$15.00 per person, \$10.00 for 2nd person sharing lane (maximum two people per lane)
Non-Clay County Resident	\$20.00 per person, \$15.00 for 2nd person sharing lane (maximum two people per lane)
Current Sworn Law Enforcement Officers and Clay County Department of Fire and Rescue (must show badge and ID)	No charge, \$8.00 for 2nd person sharing lane (maximum two people per lane)
Retired Law Enforcement Officer, Active Duty Military or Veteran, All Clay County BCC and Constitutional Employees	\$12.00 per person, \$10.00 for 2nd person sharing lane (maximum two people per lane)
<p>Note: Lane rentals after 2 hours are \$10.00 per hour.</p>	
<p>Note: Youth ages 12-17 are free, but must be with parental or adult supervision (member or paying guest).</p>	
Safety Glasses	\$2.00 each plus tax
Targets	\$1.00 each plus tax
<p>Park Facility Rentals</p>	
Entire Gun Range (10.35 acres): Lane Usage: Monday - Wednesday, 8:00 a.m. to 4:00 p.m.	\$1,000.00 per day plus tax
Entire Gun Range (10.35 acres): Lane Usage: Thursday – Saturday, 8:00 a.m. to 4:00 p.m.	\$1,500.00 per day plus tax
Entire Gun Range (10.35 acres): Lane Usage: Thursday – Saturday, 8:00 a.m. to 10:00 p.m.	\$2,000.00 per day plus tax
Entire Gun Range (10.35 acres): Lane Usage: Thursday – Saturday, 4:00 p.m. to 10:00 p.m.	\$500.00 per day plus tax

Paid Parking	\$500.00 per day plus tax or 10% collected, whichever is greater
Paid Ticketed Event	\$500.00 per day plus tax or 10% collected, whichever is greater
Range Safety Officers (after hours)	\$200.00 per day plus tax
Zone B (19.85 acres) Note: This rental must be rented with Zone C or other zone.	\$500.00 per day plus tax
Zone C (15.00 acres)	\$375.00 per day plus tax
Zone D (19.54 acres)	\$500.00 per day plus tax
Zone E (2.06 acres)	\$100.00 per day plus tax
Zone F (23.06 acres)	\$575.00 per day plus tax
Zone G (6.44 acres)	\$150.00 per day plus tax
Zone H (3.82 acres)	\$100.00 per day plus tax
Zone I (3.62 acres)	\$100.00 per day plus tax
Zone J (0.95 acres)	\$100.00 per day plus tax
Zone K (7.75 acres)	\$200.00 per day plus tax
Note: Up to a \$500.00 refundable security deposit is due upon booking reservation. Rental fees are due no later than two (2) weeks prior to the event date. In the event the reservation is made within two (2) weeks of scheduled date, the rental and deposit fees are due at the time of booking. The security deposit is refundable once the facility and premises have been inspected post-rental and will be returned to the user by a refund to the credit card used or by mail if paid by cash or check.	

Park Event Reservations	
Rental Hours: 8:00 a.m. to 10:00 p.m.	
Park Event Reservations (3-hour minimum)	\$70.00 per hour plus tax
Note: A \$25.00 refundable security deposit due upon booking reservation. Rental fees are due no later than two (2) weeks prior to event date. In the event the reservation is made within two (2) weeks of scheduled date, the rental and deposit fees are due at the time of booking. The security deposit is refundable once the facility and premises have been inspected post-rental and will be returned to the user by a refund to the credit card used or by mail if paid by cash or check.	

Park Pavilion Rentals	
(for guaranteed use)	
Large Pavilion (Foxmeadow and Moody Avenue Parks)	\$60.00 per 4 hours plus tax
Medium Pavilion (Ronnie Van Zant Park Pavilions 5 and 6)	\$50.00 per 4 hours plus tax
Small Pavilion (Various Parks)	\$40.00 per 4 hours plus tax

Paul E. Reinhold Agricultural Fairgrounds	
Rental Hours: 8:00 a.m. to 10:00 p.m., unless otherwise agreed upon. (Ticketed and public events may require reservation of entire facility.)	
Barns 1, 2, and 3 (requires Manure Disposal fee at rate determined by Environmental Services Department)	\$200.00 per barn per day plus tax
Cattlemen's Kitchen (Concession Building)	\$175.00 per day plus tax

Cattlemen's Kitchen (Concession Building) Cleaning Fee (if not cleaned)	\$200.00 per day
Clay County Cattlemen's Arena	\$1,000.00 per day plus tax
East Arenas (Equestrian)	\$300.00 each per day plus tax
Entire Facility Rental (including RV Hookups)	\$3,000.00 per day plus tax
Event Set Up / Break Down *	50% of venue price plus tax
Founders Exhibit Hall #1	\$500.00 per day plus tax
Individual Riding (Monday – Thursday)	\$15.00 per day plus tax
Individual Stall	\$15.00 per night plus tax
In-House Tractor with Attachment (renter/user operated)	\$100.00 per day plus tax
In-House Water Truck (renter/user operated)	\$200.00 per day plus tax
J. P. Hall, Jr. Event Lawn	\$200.00 per day plus tax
J. P. Hall, Sr. Covered Arena	\$550.00 per day plus tax
Manure Disposal	Rate determined by Environmental Services Dept.
Midway Area (including circular asphalt track)	
All Day Rental	\$200.00 per day plus tax
Four (4) Hours Rental	\$125.00 per 4 hours plus tax
Midway Lights (the greater of per day or metered)	\$75.00 per day plus tax
Paid Parking	\$500.00 per day plus tax or 10% collected, whichever is greater
Paid Ticketed Event	\$500.00 per day plus tax or 10% collected, whichever is greater
Parking Lot Light Fee (Events renting Facilities)	\$75.00 per day plus tax
Parking Lot Light Fee (Events renting Parking Lot Only)	\$500.00 per day plus tax
Patron Life Member Exhibit Building #3 (requires rental of Midway Area)	
All Day Rental	\$500.00 per day plus tax
Four (4) Hour Rental	\$250.00 per 4 hours plus tax
Midway Area – All Day Rental	\$200.00 per day plus tax
Midway Area – Four (4) Hours Rental	\$125.00 per 4 hours plus tax
Reinhold Pavilion Building #2A (requires rental of Midway Area and/or J. P. Hall, Jr. Event Lawn)	
All Day Rental	\$200.00 per day plus tax
Four (4) Hour Rental	\$125.00 per 4 hours plus tax
J. P. Hall, Jr. Event Lawn (All Day Rental)	\$200.00 per day plus tax
J. P. Hall, Jr. Event Lawn (Four (4) Hour Rental)	\$125.00 per 4 hours plus tax
Midway Area – All Day Rental	\$200.00 per day plus tax

Midway Area – Four (4) Hours Rental	\$125.00 per 4 hours plus tax
Reinhold Pavilion Building #2B (requires rental of Reinhold Pavilion Building #2A, plus the Midway Area and/or J. P. Hall, Jr. Event Lawn)	
All Day Rental	\$250.00 per day plus tax
Four (4) Hour Rental	\$125.00 per 4 hours plus tax
J. P. Hall, Jr. Event Lawn (All Day Rental)	\$200.00 per day plus tax
J. P. Hall, Jr. Event Lawn (Four (4) Hour Rental)	\$125.00 per 4 hours plus tax
Midway Area – All Day Rental	\$200.00 per day plus tax
Midway Area – Four (4) Hours Rental	\$125.00 per 4 hours plus tax
Reinhold Pavilion Building #2A – All Day Rental	\$200.00 per day plus tax
Reinhold Pavilion Building #2A – Four (4) Hour Rental	\$125.00 per 4 hours plus tax
Renter Outdoor Storage Space (40'L x 8'W x 8.5'H box)	\$3,000.00 per year plus tax
RV Hookups	\$40.00 each per night plus tax and Tourist Development Tax (TDT)
Stall Cleaning	\$100.00 per stall plus tax
* Event Set Up / Break Down (50% of venue price plus tax) option applies only to the following facilities: Cattlemen's Kitchen, Clay County Cattlemen's Arena, East Arenas, Founders Exhibit Hall #1, J. P. Hall, Jr. Event Lawn, J. P. Hall, Sr. Covered Arena, Midway Area, Patron Life Member Exhibit Building #3, Reinhold Pavilion Building #2A, Reinhold Pavilion Building #2B, and Entire Facility Rental.	
Note: Up to a \$500.00 refundable security deposit is due upon booking reservation. Rental fees are due no later than two (2) weeks of event date. In the event the reservation is made within two (2) weeks of scheduled date, the rental and deposit fees are due at the time of booking. The security deposit is refundable once the facility and premises have been inspected and will be returned to the user by a refund to the credit card used or by mail if paid by cash or check.	

Pier Station Park, including Building and Field	
Rental Hours: 8:00 a.m. to 10:00 p.m.	
Entire Facility Rental (Daily)	\$175.00 per day plus tax
Entire Facility Rental (Hourly, 3-hr minimum)	\$25.00 per hour plus tax
Note: Civic, community, and nonprofit meetings are exempt from the 3-hour minimum.	
Note: A \$75.00 refundable security deposit due upon booking reservation. Rental fees are due no later than two (2) weeks prior to event date. In the event the reservation is made within two (2) weeks of scheduled date, the rental and deposit fees are due at the time of booking. The security deposit is refundable once the facility and premises have been inspected post-rental and will be returned to the user by a refund to the credit card used or by mail if paid by cash or check.	

Regional Sports Complex Rentals	
Rental Hours: 8:00 a.m. to 10:00 p.m.	
Adult Activities	
Zone A Package (Front 5 fields)	\$150.00 per hour plus tax
Zone B Package (Back 3 fields)	\$90.00 per hour plus tax
Adult Athletic Fields	\$40.00 per hour per field plus tax

Facility Reservations (excludes multipurpose fields)	
All Day Rental	\$1,000.00 per day plus tax
Hourly Rental (3-hour minimum)	\$70.00 per hour plus tax
Gate or Parking Fee	\$500.00 plus tax or 10% collected, whichever is greater
Sports Field Lighting	\$15.00 per hour per field plus tax
Multipurpose Field Restriped (labor & paint)	\$110.00 plus tax
Youth Activities	
Zone A Package (Front 5 fields)	\$125.00 per hour plus tax
Zone B Package (Back 3 fields)	\$75.00 per hour plus tax
Youth Athletic Fields	\$35.00 per hour per field plus tax
Note: Up to a \$500.00 refundable security deposit is due upon booking reservation. Rental fees are due no later than two (2) weeks prior to event date. In the event the reservation is made within two (2) weeks of scheduled date, the rental and deposit fees are due at the time of booking. The security deposit is refundable once the facility and premises have been inspected and will be returned to the user by a refund to the credit card used or by mail if paid by cash or check.	

All rates are subject to taxes. Certificate of insurance, various permitting, and additional fees may be required where applicable. There is a 20% discount for Parks and Recreation Facilities for nonprofit organizations. Fees for use of the facilities for other organizations or individuals may be waived or reduced as deemed necessary by the County Manager or designee and shall be determined on an individual event basis.

Cancellation Policy: Refund will be given if cancellation is made in writing within 30 days or more of scheduled event/reservation. The County reserves the right to cancel or reschedule any event without compensation to the cancelled or rescheduled event organizers. No refunds or cancellations will be given due to inclement weather.

PLANNING DEPARTMENT

STATEMENT OF FUNCTION: The Planning Department monitors and manages the goals, objectives and policies of the Comprehensive Plan and the Land Development Code (LDC). The Cost Center ensures that all development is consistent with the Plan and the Code. Included in these responsibilities are the enforcement of all policies in both Master Plan areas; Branan Field and Lake Asbury. The Planning Department initiates and reviews amendments to the Comprehensive Plan, rezoning requests, and changes to the Land Development Code and presents the findings in the form of a report to the Planning Commission and Board of Adjustment. Planning staff reviews zoning permits in determining setbacks, densities, mobility fees, etc. In addition, staff reviews proposed heirs exemptions, homestead exemptions, sign permits, home occupation permits, etc. Staff is a member of the Technical Advisory Committee of the Transportation Planning Organization (TPO) and attends monthly meetings. It also reviews all development proposals as a member of the County's Development Review Committee (DRC).

LOCATION: 477 Houston Street, Green Cove Springs, FL 32043 (3rd Floor)

PHONE: (904) 529-4705

Affordable Housing								
Annual Monitoring Report Review		\$500.00						
Annual Monitoring Report Revisions		\$250.00						
Alcohol Permit Verifications								
Alcohol Permit		\$50.00						
Temporary Alcohol Permit		\$50.00						
Board of Adjustment and Administrative Variances								
Administrative Waiver (commercial)		\$250.00						
Administrative Waiver (residential) (F.S. 177.073)		\$200.00						
Board of Adjustment Application (appeal)		\$250.00						
Board of Adjustment Application (commercial)		\$500.00						
Board of Adjustment Application (residential)		\$300.00						
Board of County Commissioners' Waiver		\$250.00						
Comprehensive Impact Fees								
(These Impact Fees are charged in addition to existing School Impact Fees and Mobility Fees as applicable.)								
LAND USE	DEMAND UNIT	GOVERNMENT, JAILS AND CONSTITUTIONAL FACILITIES ¹	FIRE AND RESCUE FACILITIES ²	LAW ENFORCEMENT FACILITIES ³	COMMUNITY PARKS ⁴	REGIONAL PARK FACILITIES ¹	LIBRARY AND CULTURAL FACILITIES ¹	TOTAL
<i>Residential (per Dwelling Unit)</i>								
Mobile Home	Dwelling Unit	\$474.00	\$1,080.00	\$819.00	\$1,037.00	\$300.00	\$298.00	\$4,008.00
Multifamily	Dwelling Unit	\$335.00	\$761.00	\$577.00	\$732.00	\$213.00	\$211.00	\$2,829.00

LAND USE	DEMAND UNIT	GOVERNMENT, JAILS AND CONSTITUTIONAL FACILITIES ¹	FIRE AND RESCUE FACILITIES ²	LAW ENFORCEMENT FACILITIES ³	COMMUNITY PARKS ⁴	REGIONAL PARK FACILITIES ¹	LIBRARY AND CULTURAL FACILITIES ¹	TOTAL
Senior Unit	Dwelling Unit	\$320.00	\$727.00	\$551.00	\$698.00	\$203.00	\$201.00	\$2,700.00
Single Family (up to 1,500 sq ft)	Dwelling Unit	\$421.00	\$959.00	\$728.00	\$921.00	\$268.00	\$266.00	\$3,563.00
Single Family (1,501-2,499 sq ft)	Dwelling Unit	\$562.00	\$1,278.00	\$968.00	\$1,228.00	\$356.00	\$353.00	\$4,745.00
Single Family (2,500 sq ft and up)	Dwelling Unit	\$701.00	\$1,595.00	\$1,211.00	\$1,533.00	\$446.00	\$441.00	\$5,927.00

Nonresidential (per 1,000 Sq Ft, Hotel Room or Car Wash Lane)

Car Wash	Lane	\$769.00	\$1,038.00	\$1,327.00	\$0.00	\$0.00	\$0.00	\$3,134.00
Commercial: Retail and Services	1,000 sq ft	\$443.00	\$1,257.00	\$764.00	\$0.00	\$0.00	\$0.00	\$2,464.00
Hotel / Lodging	Room	\$154.00	\$333.00	\$264.00	\$0.00	\$0.00	\$0.00	\$751.00
Industrial	1,000 sq ft	\$128.00	\$688.00	\$222.00	\$0.00	\$0.00	\$0.00	\$1,038.00
Institutional	1,000 sq ft	\$394.00	\$919.00	\$681.00	\$0.00	\$0.00	\$0.00	\$1,994.00
Office	1,000 sq ft	\$372.00	\$1,934.00	\$642.00	\$0.00	\$0.00	\$0.00	\$2,948.00
Nursing Home	1,000 sq ft	\$246.00	\$1,211.00	\$424.00	\$0.00	\$0.00	\$0.00	\$1,881.00

¹ Applicable Countywide.

² Applicable in unincorporated areas and all cities except for the Town of Orange Park.

³ Applicable in unincorporated areas plus the Cities of Keystone Heights and Penney Farms.

⁴ Applicable in unincorporated areas.

Note: (BCC Ordinance 2022-56) The 1.79% rate increase correlates with the latest available release of the Annual Average Construction Cost Index as published by the Engineering News-Record. Please visit Clay County BCC’s School Impact Fee & Concurrency webpage for current and planned adjusted School Impact Fee schedules.

Comprehensive Plan Amendments	
Comp. Plan Amendment - Large Scale *	\$2,500.00, plus \$5.00 per acre
Comp. Plan Amendment - Small Scale	\$1,500.00
Comp. Plan Amendment - Text Amendment	\$2,500.00
* Fee is due in full with application. The County Manager is authorized to refund any portion of the unused fee.	

Comprehensive Plan DRI Change	
Map Change	\$1,500.00, plus \$50.00 each acre over 20 acres
Text Change	\$1,500.00

Development Agreements (application fees only)	
Alt. Impact Fee Analysis	\$3,000.00
Cancellation of Development Agreement	\$750.00
Development Agreement	\$1,500.00 + \$10.00 per acre over the first 5 acres
Development Agreement (Type III)	\$750.00
Development Agreement Amendment	\$500.00
Impact Fee Agreement	\$750.00
Impact Fee Agreement Amendment	\$500.00
Memorandum of Agreement	\$150.00
Mobility Fee Agreement	\$750.00
Mobility Fee Agreement Amendment	\$500.00

Development Review Related Fees	
Adequate Public Facilities (APF) Branan Field	5% of developable land acreage for public facilities or a fee equal to 5% of developable land value
Adequate Public Facilities (APF) Lake Asbury	1.35% of developable land acreage for APF ROW (dashed line roads) or a fee equal to 1.35% of developable land value
Community Development District (CDD) Review:	
Community Development District less than 2,500 acres	\$1,000.00
Community Development District 2,500 acres or greater	\$15,000.00
Community Development District Amendment	\$1,000.00
DRC Fee (Non-Residential)	\$250.00
DRC Fee (Single and Multifamily Residential)	\$500.00
Nonresidential:	
As-Built Plan Review (includes one resubmittal)	\$150.00
Additional As-Built Resubmittals	\$100.00 per submittal
Landscape Review Fee (developable acres) – one acre or less	\$150.00
Landscape Review Fee (developable acres) – more than one acre	\$150.00, plus \$25.00 per acre or fraction thereof after first acre
Major Development Review (includes one resubmittal)	\$1,000.00
Additional Major Development Review Resubmittals	\$100.00 per submittal
Minor Development Review (includes one resubmittal)	\$500.00
Additional Minor Development Review Resubmittals	\$100.00 per submittal
Plan Revisions (post final approval)	\$250.00 per submittal

Site Modification Review Fee	\$250.00
Tree Mitigation Fee (2 inch)	\$116.50
Tree Mitigation Fee (4 inch)	\$506.00
Residential:	
As-Built Plan Review (includes one resubmittal)	\$150.00
Additional As-Built Resubmittals	\$100.00 per submittal
Final Plat Review (includes one resubmittal)	
Under 5 lots or minor modification	\$250.00
All other final plats	\$750.00, plus \$20.00 per lot
Additional Final Plat Review Resubmittals	\$100.00 per submittal
Final Plat Review – Early Submission Development (includes one resubmittal) (F.S. 177.073)	\$1,000.00 plus \$50.00 per lot
Additional Final Plat Review Resubmittals	\$100.00 per submittal
Landscape Review Fee (developable acres) – one acre or less	\$150.00
Landscape Review Fee (developable acres) – more than one acre	\$150.00, plus \$25.00 per acre or fraction thereof after first acre
Major Subdivision Review Plans and Preliminary Plats (includes one resubmittal)	\$1,200.00, plus \$50.00 per lot
Additional Major Review Plan Resubmittals	\$100.00 per submittal
Minor Subdivision Review Plans and Preliminary Plats (includes one resubmittal)	\$500.00
Additional Minor Review Plan Resubmittals	\$100.00 per submittal
Plan Revisions (post final approval)	\$500.00 per submittal
Preliminary Plat – Early Subdivision Development (includes one resubmittal) (F.S. 177.073)	\$750.00
Additional Preliminary Plat Resubmittals	\$100.00 per submittal
Site Modification Review	\$150.00
Tree Mitigation Fee (2 inch)	\$116.50
Tree Mitigation Fee (4 inch)	\$506.00

DRI Fees

Annual Report Review	\$500.00
Development Order Amendment	\$2,000.00

Electronic Game Promotions / Adult Arcade Amusement Centers

Administrative Appeal Filing Fee (denial of permit)	\$1,500.00
Administrative Appeal Filing Fee (revocation of permit)	\$1,500.00
Adult Arcade Amusement Center Annual Permit Fee	\$50.00 per machine

De Minimis Electronic Game Promotion Center Application Fee	\$250.00
Electronic Game Promotion Center Annual Permit Fee	\$50.00 per piece of electronic equipment
Electronic Game Promotion Center Application Fee	\$2,000.00

FEMA & Flood Applications	
FEMA Flood Map Determination Letters	\$25.00
No Rise Certification	\$250.00

Mobility Fees					
* Subsidies are applicable through June 14, 2026 only if listed in this table.					
** Replaced by Land Use Codes 820, 821.1, 821.2, or 822.					
*** Replaced by Lane Use Code 817.					

	Land Use Code	Unit of Measure	Mobility Fee	Subsidy	Mobility Fee
			5/12/26 – 6/14/26		6/15/26 – 6/14/27

Branan Field and Oakleaf District #10

Residential Land Uses:

Single Family (1,500 sq. ft. to 2,499 sq. ft.)	210.0	Dwelling	\$5,083.00	\$0.00	\$5,718.38
Single Family (less than 1,500 sq. ft.) & Extremely Low Income or Very Low Income	210.1	Dwelling	\$1,790.00	\$0.00	\$2,013.75
Single Family (less than 1,500 sq. ft.) & Low Income	210.2	Dwelling	\$2,688.00	\$0.00	\$3,024.00
Single Family (less than 1,500 sq. ft.)	210.3	Dwelling	\$4,055.00	\$0.00	\$4,561.88
Single Family (greater than 2,499 sq. ft.)	210.4	Dwelling	\$5,741.00	\$0.00	\$6,458.63
Multiple Family (low-rise)	220	Dwelling	\$4,763.00	\$0.00	\$5,127.35
Multiple Family (mid-rise)	221	Dwelling	\$3,541.00	\$0.00	\$3,769.85
Mobile Home	240	Dwelling	\$3,254.00	\$0.00	\$3,660.75
Senior Adult Housing – Single Family	251	Dwelling	\$1,315.00	\$0.00	\$1,479.38
Congregate Care Facility	253	Dwelling	\$1,315.00	\$0.00	\$1,479.38
Continuing Care Retirement Community	255	Units	\$1,315.00	\$0.00	\$1,479.38
Recreational Home	260	Dwelling	\$2,258.00	\$0.00	\$2,540.25

Industrial Land Uses:

General Light Industrial	110	1,000 sq. ft. of GFA	\$1,968.00	\$0.00	\$2,214.00
Manufacturing	140	1,000 sq. ft. of GFA	\$1,968.00	\$0.00	\$2,214.00
Warehouse	150	1,000 sq. ft. of GFA	\$871.00	\$0.00	\$979.88
Mini-Warehouse	151	1,000 sq. ft. of GFA	\$756.00	\$0.00	\$850.50

	Land Use Code	Unit of Measure	Mobility Fee	Subsidy	Mobility Fee
			5/12/26 – 6/14/26		6/15/26 – 6/14/27
Lodging Land Uses:					
Hotel	310	Rooms	\$4,185.00	\$0.00	\$4,600.25
Limited-Service Hotel	312	Rooms	\$4,185.00	\$0.00	\$4,014.40
Motel	320	Rooms	\$1,678.00	\$0.00	\$1,887.75
Recreational Land Uses:					
RV Parks and Campground	416	Campsites	\$0.00	\$0.00	\$439.72
Marina	420	Berth	\$1,207.00	\$0.00	\$506.60
Movie Theater	445	1,000 sq. ft. of GFA	\$12,474.00	\$0.00	\$14,033.25
Health Club / Fitness	492	1,000 sq. ft. of GFA	\$12,474.00	\$0.00	\$14,033.25
Institutional Land Uses:					
Elementary School	520	Students	\$1,772.00	\$0.00	\$1,897.15
Private School, K-12	532	Students	\$1,772.00	\$0.00	\$1,742.80
Charter Elementary School	536	Students	\$1,772.00	\$0.00	\$1,792.20
University / College	550	Students	\$678.00	\$0.00	\$762.75
Church	560	1,000 sq. ft. of GFA	\$3,479.00	\$0.00	\$3,913.88
Day Care Center	565	Students	\$1,772.00	\$0.00	\$1,858.55
Medical Land Uses:					
Hospital	610	1,000 sq. ft. of GFA	\$5,367.00	\$0.00	\$6,037.88
Nursing Home	620	1,000 sq. ft. of GFA	\$3,325.00	\$0.00	\$3,740.63
Free-Standing Emergency Room	650	1,000 sq. ft. of GFA	\$5,367.00	\$0.00	\$6,037.88
Office Land Uses:					
General Office Building	710	1,000 sq. ft. of GFA	\$4,876.00	* \$1,099.00	\$5,485.50
Medical – Dental Office Building	720	1,000 sq. ft. of GFA	\$4,876.00	* \$1,099.00	\$5,485.50
Research & Development Center	760	1,000 sq. ft. of GFA	\$5,637.00	* \$1,713.00	\$6,341.63
Retail Land Uses:					
Variety Store	814	1,000 sq. ft. of GFA	\$12,474.00	\$0.00	\$14,033.25
Free Standing Discount Store	815	1,000 sq. ft. of GFA	\$12,474.00	\$0.00	\$14,033.25
Hardware Store	816	1,000 sq. ft. of GFA	\$3,386.00	\$0.00	**
Nursery (Garden Center)	817	1,000 sq. ft. of GFA	\$25,231.00	\$0.00	\$28,384.88

	Land Use Code	Unit of Measure	Mobility Fee	Subsidy	Mobility Fee
			5/12/26 – 6/14/26		6/15/26 – 6/14/27
Nursery (Wholesale)	818	1,000 sq. ft. of GFA	\$14,449.00	\$0.00	***
Shopping Center (greater than 150,000 sq. ft.)	820	1,000 sq. ft. of GFA	\$12,474.00	\$0.00	\$14,033.25
Shopping Plaza (40,000-150,000 sq. ft.) – Supermarket-Yes	821.1	1,000 sq. ft. of GFA	\$12,474.00	\$0.00	\$14,033.25
Shopping Plaza (40,000-150,000 sq. ft.) – Supermarket-No	821.2	1,000 sq. ft. of GFA	\$12,474.00	\$0.00	\$14,033.25
Strip Retail Plaza (less than 40,000 sq. ft.)	822	1,000 sq. ft. of GFA	\$12,474.00	\$0.00	\$14,033.25
Tire Superstore	849	1,000 sq. ft. of GFA	\$7,342.00	\$0.00	**
Supermarket	850	1,000 sq. ft. of GFA	\$12,474.00	\$0.00	\$14,033.25
Convenience Store	851	1,000 sq. ft. of GFA	\$12,474.00	\$0.00	\$14,033.25
Discount Club	857	1,000 sq. ft. of GFA	\$17,370.00	\$0.00	\$19,541.25
Electronics Superstore	863	1,000 sq. ft. of GFA	\$13,564.00	\$0.00	**
Pharmacy / Drugstore without Drive-through	880	1,000 sq. ft. of GFA	\$21,196.00	\$0.00	\$23,845.50
Pharmacy / Drugstore with Drive-through	881	1,000 sq. ft. of GFA	\$21,196.00	\$0.00	\$23,845.50
Furniture / Flooring Store	890	1,000 sq. ft. of GFA	\$3,154.00	\$0.00	\$2,978.00
Services Land Uses:					
Bank – Walk-in	911	1,000 sq. ft. of GFA	\$4,876.00	* \$1,099.00	\$5,485.50
Bank – Drive-in	912	1,000 sq. ft. of GFA	\$4,876.00	* \$1,099.00	\$5,485.50
Quality (Fine Dining) Restaurant	931	1,000 sq. ft. of GFA	\$12,474.00	* \$2,689.00	\$14,033.25
High Turnover (Sit Down) Restaurant	932	1,000 sq. ft. of GFA	\$12,474.00	\$0.00	\$14,033.25
Fast Food Restaurant with Drive-through Window	934	1,000 sq. ft. of GFA	\$12,474.00	\$0.00	\$14,033.25
Auto Care Center (Service Center)	942	1,000 sq. ft. of GFA	\$12,474.00	\$0.00	\$14,033.25
Auto Parts and Service Center	943	1,000 sq. ft. of GFA	\$12,474.00	\$0.00	\$13,508.15
Gasoline / Service Station	944	Vehicle Fuel Positions	\$12,474.00	\$0.00	\$14,033.25
Convenience Store / Gas Station (2,000-4,000 sq. ft. GFA)	945	Vehicle Fuel Positions	\$12,474.00	\$0.00	\$14,033.25
Car Wash – Self Serve	947	Wash Stall	\$18,924.00	\$0.00	\$16,435.00
Car Wash – Automated Serve	948	1,000 sq. ft. of GFA	\$18,924.00	\$0.00	\$21,289.50
RV and Boat Parking and Storage	9002	Acres	0.00	\$0.00	\$7,397.04

	Land Use Code	Unit of Measure	Mobility Fee	Subsidy	Mobility Fee
			5/12/26 – 6/14/26		6/15/26 – 6/14/27
Keystone Heights and South Clay District #7					
Residential Land Uses:					
Single Family (1,500 sq. ft. to 2,499 sq. ft.)	210.0	Dwelling	\$860.00	\$0.00	\$403.50
Single Family (less than 1,500 sq. ft.) & Extremely Low Income or Very Low Income	210.1	Dwelling	\$302.00	\$0.00	\$141.50
Single Family (less than 1,500 sq. ft.) & Low Income	210.2	Dwelling	\$454.00	\$0.00	\$214.00
Single Family (less than 1,500 sq. ft.)	210.3	Dwelling	\$687.00	\$0.00	\$323.00
Single Family (greater than 2,499 sq. ft.)	210.4	Dwelling	\$972.00	\$0.00	\$457.00
Multiple Family (low-rise)	220	Dwelling	\$807.00	\$0.00	\$275.50
Multiple Family (mid-rise)	221	Dwelling	\$598.00	\$0.00	\$197.50
Mobile Home	240	Dwelling	\$551.00	\$0.00	\$349.50
Senior Adult Housing – Single Family	251	Dwelling	\$222.00	\$0.00	\$185.50
Congregate Care Facility	253	Dwelling	\$222.00	\$0.00	\$108.00
Continuing Care Retirement Community	255	Units	\$222.00	\$0.00	\$113.00
Recreational Home	260	Dwelling	\$383.00	\$0.00	\$163.50
Industrial Land Uses:					
General Light Industrial	110	1,000 sq. ft. of GFA	\$355.00	\$0.00	\$160.00
Manufacturing	140	1,000 sq. ft. of GFA	\$355.00	\$0.00	\$189.50
Warehouse	150	1,000 sq. ft. of GFA	\$157.00	\$0.00	\$61.50
Mini-Warehouse	151	1,000 sq. ft. of GFA	\$137.00	\$0.00	\$57.50
Lodging Land Uses:					
Hotel	310	Rooms	\$755.00	\$0.00	\$260.00
Limited-Service Hotel	312	Rooms	\$755.00	\$0.00	\$177.50
Motel	320	Rooms	\$302.00	\$0.00	\$149.00
Recreational Land Uses:					
RV Parks and Campground	416	Campsites	\$0.00	\$0.00	\$27.50
Marina	420	Berth	\$217.00	\$0.00	\$22.50
Movie Theater	445	1,000 sq. ft. of GFA	\$2,250.00	\$0.00	\$1,456.50
Health Club / Fitness	492	1,000 sq. ft. of GFA	\$2,250.00	\$0.00	\$1,334.50

	Land Use Code	Unit of Measure	Mobility Fee	Subsidy	Mobility Fee
			5/12/26 – 6/14/26		6/15/26 – 6/14/27
Institutional Land Uses:					
Elementary School	520	Students	\$319.00	\$0.00	\$100.50
Private School, K-12	532	Students	\$319.00	\$0.00	\$76.50
Charter Elementary School	536	Students	\$319.00	\$0.00	\$82.00
University / College	550	Students	\$122.00	\$0.00	\$65.00
Church	560	1,000 sq. ft. of GFA	\$628.00	\$0.00	\$302.50
Day Care Center	565	Students	\$319.00	\$0.00	94.50
Medical Land Uses:					
Hospital	610	1,000 sq. ft. of GFA	\$969.00	\$0.00	\$478.00
Nursing Home	620	1,000 sq. ft. of GFA	\$600.00	\$0.00	\$299.50
Free-Standing Emergency Room	650	1,000 sq. ft. of GFA	\$969.00	\$0.00	\$1,004.13
Office Land Uses:					
General Office Building	710	1,000 sq. ft. of GFA	\$879.00	\$0.00	\$348.00
Medical – Dental Office Building	720	1,000 sq. ft. of GFA	\$879.00	\$0.00	\$988.88
Research & Development Center	760	1,000 sq. ft. of GFA	\$1,016.00	\$0.00	\$420.50
Retail Land Uses:					
Variety Store	814	1,000 sq. ft. of GFA	\$2,250.00	\$0.00	\$1,867.00
Free Standing Discount Store	815	1,000 sq. ft. of GFA	\$2,250.00	\$0.00	\$1,916.50
Hardware Store	816	1,000 sq. ft. of GFA	\$611.00	\$0.00	**
Nursery (Garden Center)	817	1,000 sq. ft. of GFA	\$4,550.00	\$0.00	\$1,950.00
Nursery (Wholesale)	818	1,000 sq. ft. of GFA	\$2,605.00	\$0.00	***
Shopping Center (more than 150,000 sq. ft.)	820	1,000 sq. ft. of GFA	\$2,250.00	\$0.00	\$1,150.00
Shopping Plaza (40,000-150,000 sq. ft.) – Supermarket-Yes	821.1	1,000 sq. ft. of GFA	\$2,250.00	\$0.00	\$2,363.50
Shopping Plaza (40,000-150,000 sq. ft.) – Supermarket-No	821.2	1,000 sq. ft. of GFA	\$2,250.00	\$0.00	\$1,744.00
Strip Retail Plaza (less than 40,000 sq. ft.)	822	1,000 sq. ft. of GFA	\$2,250.00	\$0.00	\$1,452.00
Tire Superstore	849	1,000 sq. ft. of GFA	\$1,324.00	\$0.00	**
Supermarket	850	1,000 sq. ft. of GFA	\$2,250.00	\$0.00	\$2,467.00

	Land Use Code	Unit of Measure	Mobility Fee	Subsidy	Mobility Fee
			5/12/26 – 6/14/26		6/15/26 – 6/14/27
Convenience Store	851	1,000 sq. ft. of GFA	\$2,250.00	\$0.00	\$2,531.25
Discount Club	857	1,000 sq. ft. of GFA	\$3,132.00	\$0.00	\$1,184.00
Electronics Superstore	863	1,000 sq. ft. of GFA	\$2,445.00	\$0.00	**
Pharmacy / Drugstore without Drive -through	880	1,000 sq. ft. of GFA	\$3,823.00	\$0.00	\$1,883.00
Pharmacy / Drugstore with Drive -through	881	1,000 sq. ft. of GFA	\$3,823.00	\$0.00	\$2,430.00
Furniture / Flooring Store	890	1,000 sq. ft. of GFA	\$569.00	\$0.00	\$132.00
Services Land Uses:					
Bank - Walk-in	911	1,000 sq. ft of GFA	\$879.00	\$0.00	\$988.88
Bank – Drive-in	912	1,000 sq. ft of GFA	\$879.00	\$0.00	\$988.88
Quality (Fine Dining) Restaurant	931	1,000 sq. ft. of GFA	\$2,250.00	\$0.00	\$1,967.00
High Turnover (Sit-Down) Restaurant	932	1,000 sq. ft. of GFA	\$2,250.00	\$0.00	\$2,344.75
Fast Food Restaurant with Drive-through Window	934	1,000 sq. ft. of GFA	\$2,250.00	\$0.00	\$2,531.25
Auto Care Center (Service Center)	942	1,000 sq. ft. of GFA	\$2,250.00	\$0.00	\$1,505.00
Auto Parts and Service Center	943	1,000 sq. ft. of GFA	\$2,250.00	\$0.00	\$737.00
Gasoline / Service Station	944	Vehicle Fuel Positions	\$2,250.00	\$0.00	\$2,509.63
Convenience Store / Gas Station (2,000-4,000 sq. ft. GFA)	945	Vehicle Fuel Positions	\$2,250.00	\$0.00	\$2,531.25
Car Wash – Self Serve	947	Wash Stall	\$3,413.00	\$0.00	\$730.50
Car Wash – Automated Serve	948	1,000 sq. ft. of GFA	\$3,413.00	\$0.00	\$3,546.00
RV and Boat Parking and Storage	9002	Acres	\$0.00	\$0.00	\$444.50
Lake Asbury and Green Cove Springs District #4					
Residential Land Uses:					
Single Family (1,500 sq. ft. to 2,499 sq. ft.)	210.0	Dwelling	\$7,573.00	\$0.00	\$8,519.63
Single Family (less than 1,500 sq. ft.) & Extremely Low Income or Very Low Income	210.1	Dwelling	\$2,666.00	\$0.00	\$2,999.25
Single Family (less than 1,500 sq. ft.) & Low Income	210.2	Dwelling	\$4,004.00	\$0.00	\$4,504.50
Single Family (less than 1,500 sq. ft.)	210.3	Dwelling	\$6,040.00	\$0.00	\$6,795.00
Single Family (greater than 2,499 sq. ft.)	210.4	Dwelling	\$8,552.00	\$0.00	\$9,621.00

	Land Use Code	Units of Measure	Mobility Fee	Subsidy	Mobility Fee
			5/12/26 – 6/14/26		6/15/26 – 6/14/27
Multiple Family (low-rise)	220	Dwelling	\$7,097.00	\$0.00	\$7,583.16
Multiple Family (mid-rise)	221	Dwelling	\$5,275.00	\$0.00	\$5,581.39
Mobile Home	240	Dwelling	\$4,848.00	\$0.00	\$5,454.00
Senior Adult Housing – Single Family	251	Dwelling	\$1,958.00	\$0.00	\$2,202.75
Congregate Care Facility	253	Dwelling	\$1,958.00	\$0.00	\$2,202.75
Continuing Care Retirement Community	255	Units	\$1,958.00	\$0.00	\$2,202.75
Recreational Home	260	Dwelling	\$3,365.00	\$0.00	\$3,785.63
Industrial Land Uses:					
General Light Industrial	110	1,000 sq. ft. of GFA	\$3,175.00	\$0.00	\$3,571.88
Manufacturing	140	1,000 sq. ft. of GFA	\$3,175.00	\$0.00	\$3,571.88
Warehouse	150	1,000 sq. ft. of GFA	\$1,406.00	\$0.00	\$1,556.06
Mini-Warehouse	151	1,000 sq. ft. of GFA	\$1,220.00	\$0.00	\$1,372.50
Lodging Land Uses:					
Hotel	310	Rooms	\$6,754.00	\$0.00	\$7,192.46
Limited-Service Hotel	312	Rooms	\$6,754.00	\$0.00	\$5,858.81
Motel	320	Rooms	\$2,707.00	\$0.00	\$3,045.38
Recreational Land Uses:					
RV Parks and Campground	416	Campsites	\$0.00	\$0.00	\$685.93
Marina	420	Berth	\$1,948.00	\$0.00	\$748.72
Movie Theater	445	1,000 sq. ft. of GFA	\$20,131.00	\$0.00	\$22,647.38
Health Club / Fitness	492	1,000 sq. ft. of GFA	\$20,131.00	\$0.00	\$22,647.38
Institutional Land Uses:					
Elementary School	520	Students	\$2,861.00	\$0.00	\$2,968.44
Private School, K-12	532	Students	\$2,861.00	\$0.00	\$2,541.05
Charter Elementary School	536	Students	\$2,861.00	\$0.00	\$2,701.99
University / College e	550	Students	\$1,094.00	\$0.00	\$1,230.75
Church	560	1,000 sq. ft. of GFA	\$5,615.00	\$0.00	\$6,316.88
Day Care Center	565	Students	\$2,861.00	\$0.00	\$2,914.71
Medical Land Uses:					
Hospital	610	1,000 sq. ft. of GFA	\$8,661.00	\$0.00	\$9,743.63

	Land Use Code	Units of Measure	Mobility Fee	Subsidy	Mobility Fee
			5/12/26 – 6/14/26		6/15/26 – 6/14/27
Nursing Home	620	1,000 sq. ft. of GFA	\$5,365.00	\$0.00	\$6,035.63
Free-Standing Emergency Room	650	1,000 sq. ft. of GFA	\$8,661.00	\$0.00	\$9,743.63
Office Land Uses:					
General Office Building	710	1,000 sq. ft. of GFA	\$7,870.00	* \$3,677.00	\$8,751.69
Medical – Dental	720	1,000 sq. ft. of GFA	\$7,870.00	* \$3,677.00	\$8,853.75
Research & Development Center	760	1,000 sq. ft. of GFA	\$9,098.00	* \$4,734.00	\$10,235.25
Retail Land Uses:					
Variety Store	814	1,000 sq. ft. of GFA	\$20,131.00	\$0.00	\$22,647.38
Free Standing Discount Store	815	1,000 sq. ft. of GFA	\$20,131.00	\$0.00	\$22,647.38
Hardware Store	816	1,000 sq. ft. of GFA	\$5,464.00	\$0.00	**
Nursery (Garden Center)	817	1,000 sq. ft. of GFA	\$40,718.00	\$0.00	\$45,807.75
Nursery (Wholesale)	818	1,000 sq. ft. of GFA	\$23,318.00	\$0.00	***
Shopping Center (greater than 150,000 sq. ft.)	820	1,000 sq. ft. of GFA	\$20,131.00	\$0.00	\$22,647.38
Shopping Plaza (40,000-150,000 sq. ft.) – Supermarket-Yes	821.1	1,000 sq. ft. of GFA	\$20,131.00	\$0.00	\$22,647.38
Shopping Plaza (40,000-150,000 sq. ft.) – Supermarket-No	821.2	1,000 sq. ft. of GFA	\$20,131.00	\$0.00	\$22,647.38
Strip Retail Plaza (less than 40,000 sq. ft.)	822	1,000 sq. ft. of GFA	\$20,131.00	\$0.00	\$22,647.38
Tire Superstore	849	1,000 sq. ft. of GFA	\$11,850.00	\$0.00	**
Supermarket	850	1,000 sq. ft. of GFA	\$20,131.00	\$0.00	\$22,647.38
Convenience Store	851	1,000 sq. ft. of GFA	\$20,131.00	\$0.00	\$22,647.38
Discount Club	857	1,000 sq. ft. of GFA	\$28,033.00	\$0.00	\$30,708.88
Electronics Superstore	863	1,000 sq. ft. of GFA	\$21,890.00	\$0.00	**
Pharmacy / Drugstore without Drive-through	880	1,000 sq. ft. of GFA	\$34,208.00	\$0.00	\$38,484.00
Pharmacy / Drugstore with Drive-through	881	1,000 sq. ft. of GFA	\$34,208.00	\$0.00	\$38,484.00
Furniture / Flooring Store	890	1,000 sq. ft. of GFA	\$5,089.00	\$0.00	\$4,334.38
Services Land Uses:					
Bank – Walk-in	911	1,000 sq. ft. of GFA	\$7,870.00	* \$3,677.00	\$8,853.75

	Land Use Code	Units of Measure	Mobility Fee	Subsidy	Mobility Fee
			5/12/26 – 6/14/26		6/15/26 – 6/14/27
Bank – Drive-in	912	1,000 sq. ft. of GFA	\$7,870.00	* \$3,677.00	\$8,853.75
Quality (Fine Dining) Restaurant	931	1,000 sq. ft. of GFA	\$20,131.00	* \$5,985.00	\$22,647.38
High Turnover (Sit-Down) Restaurant	932	1,000 sq. ft. of GFA	\$20,131.00	\$0.00	\$22,647.38
Fast Food Restaurant with Drive-through Window	934	1,000 sq. ft. of GFA	\$20,131.00	\$0.00	\$22,647.38
Auto Care Center (Service Center)	942	1,000 sq. ft. of GFA	\$20,131.00	\$0.00	\$22,647.38
Auto Parts and Service Center	943	1,000 sq. ft. of GFA	\$20,131.00	\$0.00	\$21,137.49
Gasoline / Service Station	944	Vehicle Fuel Positions	\$20,131.00	\$0.00	\$22,647.38
Convenience Store / Gas Station (2,000-4,000 sq. ft. GFA)	945	Vehicle Fuel Positions	\$20,131.00	\$0.00	\$22,647.38
Car Wash – Self Serve	947	Wash Stall	\$30,541.00	\$0.00	\$23,889.07
Car Wash – Automated Serve	948	1,000 sq. ft. of GFA	\$30,541.00	\$0.00	\$34,358.63
RV and Boat Parking and Storage	9002	Acres	\$0.00	\$0.00	\$11,292.91
Middleburg and West Clay District #1					
Residential Land Uses:					
Single Family (1,500 sq. ft. to 2,499 sq. ft.)	210.0	Dwelling	\$3,359.00	\$0.00	\$3,671.82
Single Family (less than 1,500 sq. ft.) & Extremely Low Income or Very Low Income	210.1	Dwelling	\$1,183.00	\$0.00	\$1,290.82
Single Family (less than 1,500 sq. ft.) & Low Income	210.2	Dwelling	\$1,775.00	\$0.00	\$1,939.45
Single Family (less than 1,500 sq. ft.)	210.3	Dwelling	\$2,680.00	\$0.00	\$2,934.18
Single Family (greater than 2,499 sq. ft.)	210.4	Dwelling	\$3,794.00	\$0.00	\$4,149.25
Multiple Family (low-rise)	220	Dwelling	\$3,149.00	\$0.00	\$3,132.55
Multiple Family (mid-rise)	221	Dwelling	\$2,340.00	\$0.00	\$2,272.46
Mobile Home	240	Dwelling	\$2,150.00	\$0.00	\$2,418.75
Senior Adult Housing – Single Family	251	Dwelling	\$869.00	\$0.00	\$977.63
Congregate Care Facility	253	Dwelling	\$869.00	\$0.00	\$954.37
Continuing Care Retirement Community	255	Units	\$869.00	\$0.00	\$967.73
Recreational Home	260	Dwelling	\$1,492.00	\$0.00	\$1,586.16
Industrial Land Uses:					
General Light Industrial	110	1,000 sq. ft. of GFA	\$1,433.00	\$0.00	\$1,531.77

	Land Use Code	Units of Measure	Mobility Fee	Subsidy	Mobility Fee
			5/12/26 – 6/14/26		6/15/26 – 6/14/27
Manufacturing	140	1,000 sq. ft. of GFA	\$1,433.00	\$0.00	\$1,612.13
Warehouse	150	1,000 sq. ft. of GFA	\$635.00	\$0.00	\$654.16
Mini-Warehouse	151	1,000 sq. ft. of GFA	\$551.00	\$0.00	\$578.05
Lodging Land Uses:					
Hotel	310	Rooms	\$3,048.00	\$0.00	\$2,931.64
Limited-Service Hotel	312	Rooms	\$3,048.00	\$0.00	\$2,028.99
Motel	320	Rooms	\$1,221.00	\$0.00	\$1,346.05
Recreational Land Uses:					
RV Parks and Campground	416	Campsites	\$0.00	\$0.00	\$235.09
Marina	420	Berth	\$878.00	\$0.00	\$255.36
Movie Theater	445	1,000 sq. ft. of GFA	\$9,082.00	\$0.00	\$10,217.25
Health Club / Fitness	492	1,000 sq. ft. of GFA	\$9,082.00	\$0.00	\$10,217.25
Institutional Land Uses:					
Elementary School	520	Students	\$1,289.00	\$0.00	\$1,168.90
Private School, K-12	532	Students	\$1,289.00	\$0.00	\$860.09
Charter Elementary School	536	Students	\$1,289.00	\$0.00	\$965.99
University / College	550	Students	\$494.00	\$0.00	\$555.75
Church	560	1,000 sq. ft. of GFA	\$2,533.00	\$0.00	\$2,760.09
Day Care Center	565	Students	\$1,289.00	\$0.00	\$1,072.89
Medical Land Uses:					
Hospital	610	1,000 sq. ft. of GFA	\$3,907.00	\$0.00	\$4,297.84
Nursing Home	620	1,000 sq. ft. of GFA	\$2,420.00	\$0.00	\$2,675.34
Free-Standing Emergency Room	650	1,000 sq. ft. of GFA	\$3,907.00	\$0.00	\$4,395.38
Office Land Uses:					
General Office Building	710	1,000 sq. ft. of GFA	\$3,551.00	\$0.00	\$3,651.27
Medical-Dental Office Building	720	1,000 sq. ft. of GFA	\$3,551.00	\$0.00	\$3,994.88
Research & Development Center	760	1,000sq. ft. of GFA	\$4,105.00	* \$435.00	\$4,281.79
Retail Land Uses:					
Variety Store	814	1,000 sq. ft. of GFA	\$9,082.00	\$0.00	\$10,217.25

	Land Use Code	Units of Measure	Mobility Fee	Subsidy	Mobility Fee
			5/12/26 – 6/14/26		6/15/26 – 6/14/27
Free Standing Discount Store	815	1,000 sq. ft. of GFA	\$9,082.00	\$0.00	\$10,217.25
Hardware Store	816	1,000 sq. ft. of GFA	\$2,465.00	\$0.00	**
Nursery (Garden Center)	817	1,000 sq. ft. of GFA	\$18,368.00	\$0.00	\$19,344.97
Nursery (Wholesale)	818	1,000 sq. ft. of GFA	\$10,520.00	\$0.00	***
Shopping Center (greater than 150,000 sq. ft.)	820	1,000 sq. ft. of GFA	\$9,082.00	\$0.00	\$10,080.40
Shopping Plaza (40,000-150,000 sq. ft.) – Supermarket-Yes	821.1	1,000 sq. ft. of GFA	\$9,082.00	\$0.00	\$10,217.25
Shopping Plaza (40,000-150,000 sq. ft.) – Supermarket-No	821.2	1,000 sq. ft. of GFA	\$9,082.00	\$0.00	\$10,217.25
Strip Retail Plaza (less than 40,000 sq. ft.)	822	1,000 sq. ft. of GFA	\$9,082.00	\$0.00	\$10,217.25
Tire Superstore	849	1,000 sq. ft. of GFA	\$5,345.00	\$0.00	**
Supermarket	850	1,000 sq. ft. of GFA	\$9,082.00	\$0.00	\$10,217.25
Convenience Store	851	1,000 sq. ft. of GFA	\$9,082.00	\$0.00	\$10,217.25
Discount Club	857	1,000 sq. ft. of GFA	\$12,645.00	\$0.00	\$12,850.88
Electronics Superstore	863	1,000 sq. ft. of GFA	\$9,875.00	\$0.00	**
Pharmacy / Drugstore without Drive-through	880	1,000 sq. ft. of GFA	\$15,432.00	\$0.00	\$16,932.76
Pharmacy / Drugstore with Drive-through	881	1,000 sq. ft. of GFA	\$15,432.00	\$0.00	\$17,361.00
Furniture / Flooring Store	890	1,000 sq. ft. of GFA	\$2,297.00	\$0.00	\$1,497.49
Services Land Uses:					
Bank – Walk-in	911	1,000 sq. ft. of GFA	\$3,551.00	\$0.00	\$3,994.88
Bank – Drive-in	912	1,000 sq. ft. of GFA	\$3,551.00	\$0.00	\$3,994.88
Quality (Fine Dining) Restaurant	931	1,000 sq. ft. of GFA	\$9,082.00	* \$1,228.00	\$10,217.25
High Turnover (Sit-Down) Restaurant	932	1,000 sq. ft. of GFA	\$9,082.00	\$0.00	\$10,217.25
Fast Food Restaurant with Drive-through Window	934	1,000 sq. ft. of GFA	\$9,082.00	\$0.00	\$10,217.25
Auto Care Center (Service Center)	942	1,000 sq. ft. of GFA	\$9,082.00	\$0.00	\$10,217.25
Auto Parts and Service Center	943	1,000 sq. ft. of GFA	\$9,082.00	\$0.00	\$8,401.99
Gasoline / Service Station	944	Vehicle Fuel Positions	\$9,082.00	\$0.00	\$10,217.25

	Land Use Code	Units of Measure	Mobility Fee	Subsidy	Mobility Fee
			5/12/26 – 6/14/26		6/15/26 – 6/14/27
Convenience Store / Gas Station (2,000-4,000 sq. ft. GFA)	945	Vehicle Fuel Positions	\$9,082.00	\$0.00	\$10,217.25
Car Wash – Self Serve	947	Wash Stall	\$13,778.00	\$0.00	\$8,305.98
Car Wash – Automated Serve	948	1,000 sq. ft. of GFA	\$13,778.00	\$0.00	\$15,500.25
RV and Boat Parking and Storage	9002	Acres	\$0.00	\$0.00	\$3,854.00
Orange Park, Lakeside and Fleming Island District #2					
Residential Land Uses:					
Single Family (1,500 sq. ft. to 2,499 sq. ft.)	210.0	Dwelling	\$1,210.00	\$0.00	\$1,252.51
Single Family (less than 1,500 sq. ft.) & Extremely Low Income or Very Low Income	210.1	Dwelling	\$426.00	\$0.00	\$441.08
Single Family (less than 1,500 sq. ft.) & Low Income	210.2	Dwelling	\$639.00	\$0.00	\$660.65
Single Family (less than 1,500 sq. ft.)	210.3	Dwelling	\$964.00	\$0.00	\$1,000.11
Single Family (greater than 2,499 sq. ft.)	210.4	Dwelling	\$1,365.00	\$0.00	\$1,414.11
Multiple Family (low-rise)	220	Dwelling	\$1,134.00	\$0.00	\$939.32
Multiple Family (mid-rise)	221	Dwelling	\$842.00	\$0.00	\$681.00
Mobile Home	240	Dwelling	\$774.00	\$0.00	\$870.75
Senior Adult Housing – Single Family	251	Dwelling	\$313.00	\$0.00	\$352.13
Congregate Care Facility	253	Dwelling	\$313.00	\$0.00	\$325.70
Continuing Care Retirement Community	255	Units	\$313.00	\$0.00	\$329.96
Recreational Home	260	Dwelling	\$537.00	\$0.00	\$543.56
Industrial Land Uses:					
General Light Industrial	110	1,000 sq. ft. of GFA	\$500.00	\$0.00	\$511.05
Manufacturing	140	1,000 sq. ft. of GFA	\$500.00	\$0.00	\$538.61
Warehouse	150	1,000 sq. ft. of GFA	\$221.00	\$0.00	\$213.72
Mini-Warehouse	151	1,000 sq. ft. of GFA	\$192.00	\$0.00	\$192.67
Lodging Land Uses:					
Hotel	310	Rooms	\$1,061.00	\$0.00	\$880.44
Limited-Service Hotel	312	Rooms	\$1,061.00	\$0.00	\$608.84
Motel	320	Rooms	\$425.00	\$0.00	\$448.16
Recreational Land Uses:					
RV Parks and Campground	416	Campsites	\$0.00	\$0.00	\$82.46

	Land Use Code	Units of Measure	Mobility Fee	Subsidy	Mobility Fee
			5/12/26 – 6/14/26		6/15/26 – 6/14/27
Marina	420	Berth	\$306.00	\$0.00	\$77.92
Movie Theater	445	1,000 sq. ft. of GFA	\$3,162.00	\$0.00	\$3,557.25
Health Club / Fitness	492	1,000 sq. ft. of GFA	\$3,162.00	\$0.00	\$3,508.88
Institutional Land Uses:					
Elementary School	520	Students	\$449.00	\$0.00	\$349.52
Private School, K-12	532	Students	\$449.00	\$0.00	\$258.32
Charter Elementary School	536	Students	\$449.00	\$0.00	\$285.88
University / College	550	Students	\$171.00	\$0.00	\$185.00
Church	560	1,000 sq. ft. of GFA	\$882.00	\$0.00	\$919.13
Day Care Center	565	Students	\$449.00	\$0.00	\$322.96
Medical Land Uses:					
Hospital	610	1,000 sq. ft. of GFA	\$1,361.00	\$0.00	\$1,430.59
Nursing Home	620	1,000 sq. ft. of GFA	\$842.00	\$0.00	\$889.13
Free-Standing Emergency Room	650	1,000 sq. ft. of GFA	\$1,361.00	\$0.00	\$1,531.13
Office Land Uses:					
General Office Building	710	1,000 sq. ft. of GFA	\$1,236.00	\$0.00	\$1,185.36
Medical-Dental Office Building	720	1,000 sq. ft. of GFA	\$1,236.00	\$0.00	\$1,390.50
Research & Development Center	760	1,000 sq. ft. of GFA	\$1,429.00	\$0.00	\$1,431.48
Retail Land Uses:					
Variety Store	814	1,000 sq. ft. of GFA	\$3,162.00	\$0.00	\$3,557.25
Free Standing Discount Store	815	1,000 sq. ft. of GFA	\$3,162.00	\$0.00	\$3,557.25
Hardware Store	816	1,000 sq. ft. of GFA	\$858.00	\$0.00	**
Nursery (Garden Center)	817	1,000 sq. ft. of GFA	\$6,396.00	\$0.00	\$6,462.23
Nursery (Wholesale)	818	1,000 sq. ft. of GFA	\$3,663.00	\$0.00	***
Shopping Center (greater than 150,000 sq. ft.)	820	1,000 sq. ft. of GFA	\$3,162.00	\$0.00	\$3,350.97
Shopping Plaza (40,000-150,000 sq. ft.) – Supermarket-Yes	821.1	1,000 sq. ft. of GFA	\$3,162.00	\$0.00	\$3,557.25
Shopping Plaza (40,000-150,000 sq. ft.) – Supermarket-No	821.2	1,000 sq. ft. of GFA	\$3,162.00	\$0.00	\$3,557.25
Strip Retail Plaza (less than 40,000 sq. ft.)	822	1,000 sq. ft. of GFA	\$3,162.00	\$0.00	\$3,557.25

	Land Use Code	Units of Measure	Mobility Fee	Subsidy	Mobility Fee
			5/12/26 – 6/14/26		6/15/26 – 6/14/27
Tire Superstore	849	1,000 sq. ft. of GFA	\$1,861.00	\$0.00	**
Supermarket	850	1,000 sq. ft. of GFA	\$3,162.00	\$0.00	\$3,557.25
Convenience Store	851	1,000 sq. ft. of GFA	\$3,162.00	\$0.00	\$3,557.25
Discount Club	857	1,000 sq. ft. of GFA	\$4,404.00	\$0.00	\$4,036.64
Electronics Superstore	863	1,000 sq. ft. of GFA	\$3,439.00	\$0.00	**
Pharmacy / Drugstore without Drive-through	880	1,000 sq. ft. of GFA	\$5,373.00	\$0.00	\$5,635.85
Pharmacy / Drugstore with Drive-through	881	1,000 sq. ft. of GFA	\$5,373.00	\$0.00	\$6,044.63
Furniture / Flooring Store	890	1,000 sq. ft. of GFA	\$799.00	\$0.00	\$449.24
Services Land Uses:					
Bank – Walk-in	911	1,000 sq. ft. of GFA	\$1,236.00	\$0.00	\$1,390.50
Bank – Drive-in	912	1,000 sq. ft. of GFA	\$1,236.00	\$0.00	\$1,390.50
Quality (Fine Dining) Restaurant	931	1,000 sq. ft. of GFA	\$3,162.00	\$0.00	\$3,557.25
High Turnover (Sit-Down) Restaurant	932	1,000 sq. ft. of GFA	\$3,162.00	\$0.00	\$3,557.25
Fast Food Restaurant with Drive-through Window	934	1,000 sq. ft. of GFA	\$3,162.00	\$0.00	\$3,557.25
Auto Care Center (Service Center)	942	1,000 sq. ft. of GFA	\$3,162.00	\$0.00	\$3,557.25
Auto Parts and Service Center	943	1,000 sq. ft. of GFA	\$3,162.00	\$0.00	\$2,519.80
Gasoline / Service Station	944	Vehicle Fuel Position	\$3,162.00	\$0.00	\$3,557.25
Convenience Store / Gas Station (2,000-4,000 sq. ft. GFA)	945	Vehicle Fuel Position	\$3,162.00	\$0.00	\$3,557.25
Car Wash – Self Serve	947	Wash Stall	\$4,797.00	\$0.00	\$2,492.24
Car Wash – Automated Serve	948	1,000 sq. ft. of GFA	\$4,797.00	\$0.00	\$5,396.63
RV and Board Parking and Storage	9002	Acres	\$0.00	\$0.00	\$1,370.88
Note: (BCC Ordinance 2026-8) Please visit Clay County BCC's School Impact Fee & Concurrency webpage for current and planned adjusted School Impact Fee schedules.					

Planning Maps	
Standard Maps (Land Dev., FLU, DRI, etc.)	\$10.00
8.5 x 11 map	\$2.00
11 x 17 map	\$3.00
36 x 36 map	\$5.00

34 x 44 map	\$10.00
Custom map	Minimum of \$40.00 or \$28.00 per hour

Rezoning	
Conditional Use with Public Hearing	\$1,000.00
PUD Rezoning (Amendment to Written Statement Only)	\$750.00
Rezoning 5 Acre or less	\$1,000.00
Rezoning PUD, PCD, PID *	\$3,000.00, plus \$10.00 per acre
Signs	\$33.00 each
Standard Rezoning Greater than 5 Acres *	\$1,000.00, plus \$20.00 per acre over the first 5
Text Amendments to Land Development Code	\$1,000.00
* Fee is due in full with application. The County Manager is authorized to refund any portion of the unused fee.	

School Concurrency Application Fees (Does not include Clay County School District Application Fee.)	
Small Project (50 units or less)	\$100.00
Minor Project (51 – 100 units)	\$250.00
Major Project (101+ units)	\$250.00
Extension or Modification	\$100.00

Sign Permits (Does not include Building Permit Fee)	
Digital Billboard Permit	\$215.00 per billboard
Freestanding Sign Permit	\$75.00 per sign
Wall Sign Permit	\$50.00 per sign

Zoning Applications and Inspections	
Accessory Dwelling Unit	\$250.00
Alarm Decal	\$35.00
Borrow Pit Application	\$100.00 per acre of borrow pit
Conditional Use Verification	\$50.00
Heirs Exemption	\$250.00 per created lot
Homestead Exemption	\$250.00 per created lot
Land Clearing Debris Disposal Facility Application	\$1,000.00
Landscape Inspection Fee:	
Nonresidential and Multifamily	\$150.00
Residential Subdivision	\$300.00
Re-Inspection (each)	\$150.00
Medical Hardship Annual Renewal	No charge
Medical Hardship Application	\$25.00
Mobile Business Application	\$200.00
Private Pond Application	\$100.00 per acre of pond area
Transient Merchant Application	\$200.00

Zoning Building Permit Fees (In addition to Building Permit Application Fee)	
Building Permit Addressing Fee (F.S. 177.073)	\$10.00 per permit
Building Permit Technology Fee	\$20.00 per permit
Change in Occupant	\$25.00

Change in Occupant with Name Change	\$25.00
Change in Occupant with Renovations	\$50.00
Change in Use	\$50.00
Residential Building Permit Zoning Review	\$65.00 per permit
Residential Lot As-Built Review (Early Subdivision Development) (F.S. 177.073)	\$65.00 per permit
Residential Lot Site Plan or As-Built Revision	\$25.00

Zoning Verification Letters	
Verification of Land Use / Zoning Letters	\$65.00 per parcel

PUBLIC SAFETY – ADMINISTRATION / COMMUNICATION

STATEMENT OF FUNCTION: The Clay County Public Safety Administration & Communications Cost Center encompasses the senior and civilian support staffs who are responsible for the supervision of the Clay County Public Safety Department. They manage and support the operation of Fire Loss Management, Fire Rescue Operations, Logistics, Training, Emergency Medical Services (EMS) Billing and Fire Rescue Communications for the Department.

LOCATION: 2519 State Road 16 West, Green Cove Springs, FL 32043 (EOC)

PHONE: (904) 529-4705

Certificate of Public Convenience and Necessity (COPCN)	
New Application Fee, per certificate type *	\$150.00
Renewal Fee, per certificate type *	\$50.00
* These fees are waived for Clay County Fire Rescue and any municipality applications.	





Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: Board of County
Commissioners

DATE: 4/15/2026

FROM: Courtney K.
Grimm

SUBJECT:

AGENDA ITEM
TYPE:

BACKGROUND INFORMATION:

The Housing Finance Authority of Clay County, Florida (the "Authority") is seeking approximately \$37,000,000 in allocation from the State of Florida (the "State") regional affordable housing allocation pool to be used for future affordable housing projects in Clay County (the "County"). Such allocation is not yet pledged to any specific project or development, but will provide the Authority with the flexibility to issue tax-exempt bonds for both single family and multi-family projects in the future. In order for the Authority to request allocation from the State Division of Bond Finance, and for any future bonds to qualify as tax exempt bonds for federal income tax purposes under Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), the Board of County Commissioners of Clay County, Florida (the "Board") must first approve the issuance of any bonds that will be used to finance affordable housing projects in the County. The Board's approval of the Resolution before them does not bind the Board to any specific project, and only serves to allow the Authority to apply for bond allocation. If and when a specific project or developer approaches the Authority with an interest in financing an affordable housing project in the County, the Authority will return to the Board to obtain its approval for the issuance of tax-exempt bonds. An example of a past project for which the Clay County HFA used allocated funds was an apartment complex located in Middleburg called "Nathan Ridge." It is an affordable housing community of 192 units located near the intersection of Branan Field and Old Jennings near the new St. Vincent's Clay Campus with monthly rents in the \$1,000-\$1,500 range. This will be the type of projects the HFA will be pursuing with the allocation.

On April 16, 2026, the Authority adopted a resolution expressing its intention to approve at a later date, by appropriate resolution, the issuance of tax exempt bonds to finance all or a

portion of future affordable housing projects in the County and recommending that the Board approve the issuance of the bonds to finance such future projects. On April 16, 2026, the Authority conducted a public hearing concerning the issuance of the bonds to finance the costs of such projects, as required under Section 147(f) of the Code, and, heard no reason the such bonds should not be issued. The Board's approval of the Resolution allowing the HFA of Clay County to apply for bond allocation is requested.

ATTACHMENTS:

Description	Type	Upload Date	File Name
BCC Resolution-Plan of Finance-Clay County HFA	Resolution Letter	5/6/2026	BOCC_Resolution_-_Plan_of_FInance_(Single_Family)-_Clay_County_HFA.ADA_aw.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
County Attorney	Streeper, Lisa	Approved	5/6/2026 - 4:47 PM	Item Pushed to Agenda

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, APPROVING A PLAN OF FINANCING INVOLVING THE ISSUANCE BY THE HOUSING FINANCE AUTHORITY OF CLAY COUNTY, FLORIDA (THE “AUTHORITY”) OF ITS SINGLE FAMILY MORTGAGE REVENUE BONDS (THE “BONDS”) IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$36,604,808, IN ONE OR MORE SERIES; APPROVING USE OF STATE AWARDED ALLOCATION FOR MORTGAGE CREDIT CERTIFICATE PROGRAMS OR MULTIFAMILY CARRY FORWARD; APPROVING BONDS AS REQUIRED BY SECTION 147(F) OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED; RATIFYING THE AUTHORITY’S HOLDING OF A PUBLIC HEARING IN ACCORDANCE WITH SECTION 147(F) OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED; AUTHORIZING THE PROPER OFFICERS, AGENTS AND EMPLOYEES OF THE AUTHORITY TO DO ALL THINGS NECESSARY OR ADVISABLE IN CONNECTION WITH THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE FOR THIS RESOLUTION.

WHEREAS, pursuant to Ordinance No. 80-19, as amended (the “Ordinance”) enacted by the Board of County Commissioners of Clay County, Florida (the “Board”), and effective on March 25, 1980, the Board created the Housing Finance Authority of Clay County (the “Authority”), in accordance with Part IV, Chapter 159, Florida Statutes, as amended (the “Act”), for the purpose of alleviating a shortage of housing available at prices or rentals which many persons and families can afford and a shortage of capital for investment in such housing; and

WHEREAS, pursuant to the Act, the Authority is empowered to issue single family mortgage revenue bonds for single family housing; and

WHEREAS, in accordance with Resolution No. 2026-02, adopted by the Authority on April 16, 2026, a copy of which is attached hereto as Exhibit A (the “Intent Resolution”), the Authority desires to issue single family mortgage revenue bonds, in one or more series, in an aggregate principal amount not to exceed Thirty-Six Million Six Hundred Four Thousand Eight Hundred Eight and 00/100 Dollars (\$36,604,808) (the “Bonds”), which constitutes a plan of financing (the “Plan of Financing”) within the meaning of Section 147(f)(2)(C) of the Internal Revenue Code of 1986, as amended (the “Code”); and

WHEREAS, the Bonds are to be issued to make available funds to (i) refund certain outstanding obligations of the Authority, (ii) purchase federally insured or guaranteed mortgage loans originated by participating local lending institutions to finance or refinance the purchase of new or existing owner-occupied single family residences (a) situated within Clay County, Florida, and/or other Florida Counties as authorized by Chapter 159, Part IV, Florida Statutes, as amended and (b) owned by persons or families of low, moderate, or middle income, (iii) purchase securities from a master servicer evidencing interests in or backed by a pool of

such mortgage loans, including, without limitation, securities issued by the federal government or agencies thereof; and/or (iv) be used in conjunction with a mortgage credit certificate program; and

WHEREAS, pursuant to Resolution No. 2026-02, the Authority authorized the allocation for single family revenue bonds (the “Allocation”) to be used in connection with mortgage credit certificate authority and/or multifamily revenue bonds; and

WHEREAS, the Authority held a public hearing on April 16, 2026, as required by Section 147(f) of the Internal Revenue Code of 1986, as amended (the “TEFRA Hearing”), after proper notice was published (the “TEFRA Notice”), for the purpose of giving all interested persons the opportunity to express their views in connection with the Plan of Financing and the issuance of the Bonds; and

WHEREAS, the Authority has requested the Board’s approval of the Plan of Financing and the issuance of the Bonds by the Authority in one or more series pursuant thereto for purposes of Section 147(f) of the Code; and

WHEREAS, the Board wishes to (i) accept the findings of the Authority, (ii) approve (a) the Plan of Financing, (b) the use of the Allocation, and (c) the issuance of the Bonds for purposes of Section 147(f) of the Code, and (iii) ratify the Authority’s actions in connection with (a) publishing a TEFRA Notice, and (b) conducting the TEFRA Hearing.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA:

Section 1. Approval of Plan of Financing and Issuance of the Bonds for Purposes of Section 147(f) of the Code. Only for purposes of compliance with Section 147(f) of the Code, the Board hereby approves the Plan of Financing, the notice of public hearing, the public hearing, and the issuance by the Authority of the Bonds in an aggregate principal amount not to exceed Thirty-Six Million Six Hundred Four Thousand Eight Hundred Eight and 00/100 Dollars (\$36,604,808) pursuant thereto for the purposes stated herein. The Board’s approval of the Plan of Financing and the issuance of the Bonds by the Authority shall not be construed to obligate Clay County, Florida, to incur any liability, pecuniary or otherwise, in connection with the issuance of the Bonds or the Plan of Financing.

Section 2. Approval of Use of Single Family Bond Allocation. The Board hereby authorizes the allocation for single family revenue bonds to be used in connection with (i) mortgage credit certificate authority, and/or (ii) multifamily revenue bonds. The Chairman (or any such individual acting as Chairman) of the Authority is hereby authorized to determine if such allocation will be (i) carried forward for use in future years, and/or (ii) converted for use with mortgage credit certificates and/or multifamily revenue bonds.

Section 3. Approval of Report of Public Hearing; Ratification of Actions by the Authority. The report of the public hearing held by the Authority on April 16, 2026, with respect to the Plan of Financing and the proposed issuance of the Bonds in accordance with the Code are

hereby approved by the Board. The actions taken by the Authority and its officers, agents, and employees in connection with publishing a TEFRA Notice on April 9, 2026 and conducting the TEFRA Hearing on April 16, 2016, are hereby ratified and approved by the Board.

Section 4. Limited Approval; No Liability. The approval given herein shall not be construed as: (i) an endorsement of the creditworthiness of any borrower or the financial viability of any project, (ii) a recommendation to any prospective purchaser to purchase any bonds, (iii) an evaluation of the likelihood of the repayment of the debt service on any bonds, or (iv) approval of any necessary rezoning applications or approval or acquiescence to the alteration of existing zoning or land use nor approval for any other regulatory permits relating to any project, and the Board shall not be construed by reason of its adoption of this Resolution to make any endorsement, finding or recommendation or to have waived any right of the Board or to have estopped the Board from asserting any rights or responsibilities it may have in such regard.

The County shall have no responsibility with respect to the repayment of the Bonds. The Bonds and the interest thereon shall not constitute an indebtedness or pledge of the general credit or taxing power of the County but shall be payable solely from revenues pledged therefor pursuant to financing agreements entered into by and among the Authority and the borrowers of the proceeds of the Bonds and/or parties other than the County prior to or contemporaneously with the issuance of the Bonds. Neither the County nor any of the members of the Board or staff of the County will have any obligation or liability, financial or otherwise, with respect to the projects financed with proceeds of the Bonds or the Bonds.

Section 5. Further Actions of Authority Officers, Agents and Employees. The Board hereby authorizes and directs the Chairman, officers, agents and employees of the Authority to do all acts and things required of them by this Resolution and to execute and deliver any and all instruments, affidavits, certificates, and notices necessary or advisable to effectuate the issuance by the Authority of the Bonds and the implementation of the Plan of Financing.

Section 6. Resolution Effective. This Resolution shall take effect immediately upon adoption.

[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK]

This Resolution passed and adopted this 12th day of May, 2026.

**BOARD OF COUNTY COMMISSIONERS OF
CLAY COUNTY, FLORIDA**

(SEAL)

By: _____
Kristen Burke, Chairman

Attest:

By: _____
Tara S. Green, Clerk of the Circuit
Court and Ex-Officio Clerk to the Board
of County Commissioners of Clay
County, Florida

EXHIBIT A

INTENT RESOLUTION

(attached)

RESOLUTION NO. 2026-02

A RESOLUTION OF THE HOUSING FINANCE AUTHORITY OF CLAY COUNTY, FLORIDA (THE "AUTHORITY") APPROVING A PLAN OF FINANCE INVOLVING THE ISSUANCE BY THE AUTHORITY OF ITS SINGLE FAMILY MORTGAGE REVENUE BONDS IN THE AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$36,604,808, IN ONE OR MORE SERIES; APPROVING THE USE OF STATE-AWARDED PRIVATE ACTIVITY BOND ALLOCATION ("ALLOCATION") FOR MORTGAGE CREDIT CERTIFICATE PROGRAMS OR MULTIFAMILY CARRY FORWARD; AUTHORIZING THE PROPER OFFICERS OF THE AUTHORITY TO DO ALL THINGS NECESSARY OR ADVISABLE IN CONNECTION WITH THE PLAN OF FINANCE AND RATIFYING PRIOR ACTIONS REGARDING SAME; AND PROVIDING AN EFFECTIVE DATE FOR THIS RESOLUTION.

WHEREAS, the Housing Finance Authority of Clay County, Florida (the "**Authority**"), intends to issue its single family mortgage revenue bonds (the "**Single Family Bonds**"), in one or more series, in an aggregate principal amount of not to exceed \$36,604,808, to (i) refund certain outstanding obligations of the Authority; (ii) to purchase federally insured or guaranteed mortgage loans originated by participating local lending institutions to finance or refinance the purchase of new or existing owner-occupied single-family residences (a) situated within the Clay County, Florida (the "**County**"), and/or other Counties within the state of Florida (the "**State**"), as authorized by Chapter 159, Part IV, Florida Statutes, as amended, and (b) owned by persons or families of low, moderate or middle income; (iii) purchase securities from a master servicer evidencing interests in or backed by a pool of such mortgage loans, including, without limitation, securities issued by the federal government or agencies thereof; and/or (iv) be used in conjunction with a mortgage credit certificate program; and

WHEREAS, the State allocation procedures require that (i) a public hearing be held under the Tax Equity and Fiscal Responsibility Act ("**TEFRA**") with respect to the Single Family Bonds, and (ii) the issuance of the Single Family Bonds be approved by the Board of County Commissioners of Clay County, Florida (the "**County Commission**"), for purposes of Section 147(f) of the Internal Revenue Code of 1986, as amended (the "**Code**") prior to requesting private activity bond allocation ("**Allocation**") for said Single Family Bonds; and

WHEREAS, on April 9, 2026, the Authority published notice (the "**TEFRA Notice**") in *The Jacksonville Daily Record* (a copy of said notice is attached hereto as EXHIBIT A and incorporated herein) of its intent to conduct a public hearing (the "**TEFRA Hearing**") at its April 16, 2026 meeting regarding the location and nature of the Project and proposed issuance of the Single Family Bonds by the Authority, in accordance with the requirements of TEFRA and Section 147(f) of the Code, to be held by the Authority at its meeting on April 16, 2026, regarding

the location and nature of the Project and the proposed issuance of the Single Family Bonds by the Authority, in accordance with the requirements of TEFRA and Section 147(f) of the Code; and

WHEREAS, the TEFRA Hearing was held by the Authority, which hearing provided a reasonable opportunity for interested individuals to express their views, both orally and in writing, on the proposed issue of the Single Family Bonds and the location and nature of the Project, and was held in a location which, under the facts and circumstances, was convenient for residents of the County; and

WHEREAS, the TEFRA Notice was reasonably designed to inform residents of the affected governmental units, including the County, of the proposed issue, stated that the Authority would be the issuer of the Single Family Bonds, and the time and place for the hearing and the other information required by the Code; and the 7-day period was adequate for notice to be brought to the attention of all interested persons and provided sufficient time for interested persons to prepare for and to express their views at such hearing as it equals or exceeds the normal periods for notices of public hearings conducted by the members of the Authority and various agencies of the State; and

WHEREAS, the Authority desires to continue providing mortgage credit certificates for the benefit of the citizens of the County and wishes to convert single family mortgage revenue bond Allocation awarded by the State for Allocation applicable to mortgage credit certificate authority; and

WHEREAS, the Authority may elect to carry forward any unused single family Allocation awarded by the State for use with either single family revenue bonds or multifamily revenue bonds; and

WHEREAS, the Authority hereby desires to adopt a plan of financing within the meaning of Section 147(f)(2)(C) of the Code.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING FINANCE AUTHORITY OF CLAY COUNTY, FLORIDA:

Section 1. Approval of Plan of Finance and Issuance of the Bonds. The Authority hereby authorizes the issuance of the Single Family Bonds in an aggregate face amount of not to exceed \$36,604,808 for purposes stated herein. The Authority also hereby approves a plan of financing consisting of the issuance of one or more series of Single Family Bonds at one or more times and from time to time, (i) to provide funds to refinance previously issued bonds that financed mortgages for first time homebuyers, and/or (ii) which provides funds to originate new mortgages for first-time homebuyers within the meaning of Section 143 of the Code (the “**Plan of Finance**”). Neither the Authority’s approval of the Plan of Finance, or the issuance of the Single Family Bonds by the Authority, shall (i) obligate or be construed to obligate the Authority to issue all or any portion of such Single Family Bonds, or (ii) cause the Authority or the County to incur any liability, pecuniary or otherwise, in connection with the Plan of Finance or the issuance of the Single Family Bonds and/or the decision not to issue all or any portion of the Single Family Bonds.

Section 2. Approval of Use of Single Family Bond Allocation. The Authority hereby authorizes the Allocation for single family revenue bonds (i) to be converted for mortgage credit certificate authority, and/or (ii) to be used as Allocation for multifamily revenue bonds. The Chairman of the Authority is hereby authorized to determine (i) if such Allocation should be carried forward, and/or (ii) if such Allocation should be converted for use with mortgage credit certificates and/or used for multifamily revenue bonds.

Section 3. Approval of Public Hearing. The publication of the TEFRA Notice in advance of the TEFRA Hearing is hereby ratified.

Section 4. Further Actions and Ratification of Prior Actions. The attorney for the Authority, officers, agents and employees of the Authority are hereby authorized and directed to do all acts and things required of them by this Resolution and to execute and deliver any and all instruments, affidavits, certificates, and notices necessary or advisable to effectuate the issuance of the Single Family Bonds and the implementation of the Plan of Finance. All actions heretofore undertaken by the attorney for the Authority, officers, agents and employees of the Authority with respect to the Single Family Bonds and/or the Plan of Finance are hereby authorized and ratified.

Section 5. Incorporation of Recitals. The recitals hereto are incorporated into the body of this Resolution.

Section 6. Effective Date. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED, this 16th day of April, 2026.

**HOUSING FINANCE AUTHORITY OF
CLAY COUNTY, FLORIDA**

(SEAL)

By: 
Chairman

ATTEST:


Secretary-Treasurer



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: Board of County Commissioners

DATE: 4/21/2026

FROM: Jody Hysler

SUBJECT:

Approval of budget resolution to record revenue received from the Florida Department of Health (DOH), Emergency Medical Services County Contribution FY25/26 in the amount of \$25,339.50. Funds are to be used to improve and expand prehospital emergency medical services.

Funding Sources: General Fund (75%) and Fire Control MSTU Fund (25%) Revenue / State Grants - Public Safety

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

Clay County received verification of EMS County Disbursements in February 2026. This item is necessary to allocate the budget.

<u>Is Funding Required (Yes/No):</u>	<u>If Yes, Was the item budgeted</u>
Yes	<u>(Yes\No\N/A):</u>
	No

Funding Sources: General Fund (75%) and Fire Control MSTU Fund (25%) Revenue / State Grants - Public Safety

Account # FD1000-CC1233-PRJ100912-GR010236-RC334200 Amount - \$19,005
Account # FD1030-CC1233-PRJ100912-GR010236-RC334200 Amount - \$6,335

<u>Sole Source (Yes\No):</u>	<u>Advanced Payment</u>
	<u>(Yes\No):</u>
	No

ATTACHMENTS:

Description	Type	Upload Date	File Name
EMS County Disbursements	Backup	5/7/2026	email RE EMS County Disbursements - Clay County.ADA aw.pdf

Angela Cassell

From: Megan Covey
Sent: Monday, February 23, 2026 3:51 PM
To: Jody Hysler
Subject: FW: EMS County Disbursements - Clay County

For the FY26 EMS grant set-up, please.

From: Guadiana, Claire <Claire.Guadiana@flhealth.gov>
Sent: Monday, February 23, 2026 3:25 PM
To: Megan Covey <Megan.Covey@claycountygov.com>
Subject: EMS County Disbursements - Clay County

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon,

As discussed, here is the breakdown of EMS County Disbursements for Clay County:

Quarter 1 - 26101 - \$7,496.10
Quarter 2 - 26102 - \$5,336.10
Quarter 3 - 26103 - \$5,887.80
Quarter 4 - 26104 - \$6,619.50
Total Amount - \$25,339.50

Please let me know if you have any questions.

Thank you,



Claire Guadiana, FCCM

EMS Strategic Planning and Grants Program Manager
Bureau of Emergency Medical Oversight
Division of Emergency Preparedness and Community Support
4052 Bald Cypress Way, Bin A-22, Tallahassee, FL 32399
(c) 850-408-4817
Claire.Guadiana@FLHealth.gov

Mission: To protect, promote, and improve the health of all people in Florida through integrated state, county, and community efforts.

How am I doing? Please let me know by taking this short [survey](#). Thank you!

Florida has a very broad public records law. Most written communication to or from state officials regarding state business are public records, available to the public and media upon request. Your email communications may therefore be subject to public disclosure.

CLAY COUNTY RESOLUTION NO. 2025/2026-

WHEREAS, the following revenue from the Florida Department of Health (FDOH), Emergency Medical Services (EMS) County Contribution was not anticipated when the 2025/2026 budget was approved, and

WHEREAS, Section 129.06(2)(d) of the Florida Statutes stipulates that a receipt of a nature from a source not anticipated in the budget and received for a particular purpose may, by resolution of the Board, be appropriated and expended for that purpose, and

WHEREAS, these funds are to be used to improve and expand prehospital emergency medical services in the state.

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners of Clay County, Florida, that pursuant to Section 129.06(2)(d) of the Florida Statutes, the following budget be adopted.

REVENUE

Prior Fund Total:	\$ 169,095,748
Additions to General Fund (FD1000)	
General Fund / All Grants Organization / Emergency Medical Services (GR010236) / EMS FY26 / State Grants – Public Safety	FD1000-CC1233- PRJ100912- GR010236-RC334200 \$ 19,005
Amended Total Revenue	\$ 169,114,753

Prior Fund Total:	\$ 15,839,512
Additions to Fire Control MSTU Fund (FD1030)	
Fire Control MSTU Fund / All Grants Organization / Emergency Medical Services (GR010236) / EMS FY26 / State Grants – Public Safety	FD1030- CC1233- PRJ100912- GR010236-RC334200 \$ 6,335
Amended Total Revenue	\$ 15,845,847

APPROPRIATION

Prior Fund Total:	\$ 169,095,748
Additions to General Fund (FD1000)	
General Fund / All Grants Organization / Emergency Medical Services (GR010236) / EMS FY26 / Machinery and Equipment – Capitalized	FD1000-CC1233- PRJ100912- GR010236-SC564100 \$ 19,005
Amended Total Appropriation	\$ 169,114,753

Prior Fund Total:		\$	15,839,512
Additions to Fire Control MSTU Fund (FD1030)			
Fire Control MSTU Fund / All Grants Organization / Emergency Medical Services (GR010236) / EMS FY26 / Machinery and Equipment – Capitalized	FD1030- CC1233- PRJ100912- GR010236-SC564100	\$	6,335
Amended Total Appropriation		\$	15,845,847

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this 12th day of May, 2026.

Board of County Commissioners Clay
County, Florida

Kristen Burke, Chairman

ATTEST:

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



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: Board of County
Commissioners

DATE: 5/11/2023

FROM: Chris
Curlington

SUBJECT:

AGENDA ITEM
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
▢ Application	Backup Material	5/7/2026	Clay_County_BCC_SS4A_Proposalsdsada.pdf
▢ Resolution	Backup Material	5/7/2026	Resolution_re_FDOT_SS4A_FY26_publicADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Budget Office	Streeper, Lisa	Approved	5/6/2026 - 4:09 PM	Item Pushed to Agenda



Grants Division

477 Houston St.
Green Cove Springs, FL
32043

Phone: 904-529-4211

County Manager
Howard Wanamaker

Commissioners:

John Sgromolo
District 1

Alexandra Compere
District 2

Jim Renninger
District 3

Betsy Condon
District 4

Kristen Burke
District 5

www.claycountygov.com



MEMORANDUM

To: Clay County Board of County Commissioners
From: Chris Curington, Grants Manager
Date: 5/6/2026
Re: **Proposal for the "Clay County Safe Streets & Regional Access Initiative" – Safe Streets for All (SS4A) Grant Application**

In response to the Safe Streets for All (SS4A) federal grant program's requirement for communities to submit a single, unified grant for implementation projects, we are pleased to present for your consideration the **"Clay County Safe Streets & Regional Access Initiative."**

After a thorough review of the regional planning documents and safety data, we have chosen to focus our efforts on the State Road 21 / County Road 215 corridor. This strategic focus allows us to address several critical safety and infrastructure issues illustrated in our Community Safety Action Plan and Vision Zero resolution from March. By aligning these improvements under one unified grant, we maximize our competitiveness for federal funding while achieving comprehensive corridor enhancements.

The proposed initiative consists of three vital elements designed to reduce traffic fatalities and serious injuries:

•Outdoor Adventure Park Left-Turn Lane (CR 215) – Estimated Cost: \$850,000

CR 215 has been identified as a high-risk roadway. According to the Safety Analysis (p. 25), 39% of crashes on this corridor are rear-end collisions and 22% are attributed to left turns. The Strategy and Project Selection section (p. 40) explicitly recommend protected left-turn signals and lanes to decrease deadly accidents. This addition will provide safe access to the Outdoor Adventure Park.

•CR 215 / SR 21 Roundabout – Estimated Cost: \$3.5 Million

This element is specifically referenced as "SR 21 and SR 215 (N Periwinkle Ave)" on page 10 of the Technical Memorandum: Countermeasures and is ranked 14th on the High Injury Network (HIN) Intersections list.

•SR 21 (Blanding Blvd) Access Management Plan – Estimated Cost: \$500,000

Blanding Boulevard is responsible for four of the top five High Injury Network Intersections (SR 21/Wells Rd, SR 21/Jefferson Ave, SR 21/Blairmore Blvd, and SR 21/Bolton Rd). An Access Management Corridor plan is recommended on page 44 of the Strategy and Project Selections section to improve safety and flow.

This unified approach ensures that Clay County remains in strict alignment with SS4A grant guidelines while solving multiple systemic safety issues identified in our technical analyses. We respectfully request the Board's support and approval to proceed with this grant application.

Sincerely,

Chris Curington

Grants Manager
Clay County Grants Management Department
Cell – 904-793-5464

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, APPROVING THE SUBMITTAL OF AN APPLICATION TO THE U.S. DEPARTMENT OF TRANSPORTATION FOR FUNDING UNDER THE SAFE STREETS AND ROADS FOR ALL (SS4A) GRANT PROGRAM.

WHEREAS, the Infrastructure Investment and Jobs Act (IIJA) established the Safe Streets and Roads for All (“SS4A”) competitive grant program which funds regional, local, and Tribal initiatives through grants to prevent roadway fatalities and serious injuries; and

WHEREAS, the SS4A program advances the United States Department of Transportation’s (“USDOT”) National Roadway Safety Strategy through implementation of the Safe System Approach intended to eliminate roadway deaths and serious injuries; and

WHEREAS, the SS4A program provides funding for: (1) Planning and Demonstration Grants to develop, complete, or supplement a comprehensive Safety Action Plan; and (2) Implementation Grants to implement projects and strategies identified in an eligible Action Plan to address a roadway safety problem; and

WHEREAS, Clay County previously received a Fiscal Year 2023 SS4A Planning and Demonstration Grant from USDOT to develop a Countywide Safety Action Plan (“Action Plan”); and

WHEREAS, the County’s Action Plan identifies transportation safety improvements and strategies designed to support a Vision Zero program with the goal of eliminating traffic fatalities and serious injuries by the year 2050; and

WHEREAS, USDOT has issued the Fiscal Year 2026 Notice of Funding Opportunity (“NOFO”), Opportunity Number DOT-OST-2026-0050, soliciting applications for projects eligible for funding under the SS4A program; and

WHEREAS, Clay County desires to submit an application for an SS4A Implementation Grant for the “Clay County Safe Streets & Regional Access Initiative,” to complete from the County’s Action Plan: (1) The Outdoor Adventure Park left-turn lane improvement on CR 215, (2) The CR 215 Roundabout at SR 21 and SR 215 (N Periwinkle Ave.), and (3) The SR 21 (Blanding Boulevard) Access Management Plan; and

WHEREAS, the estimated total cost of the Clay County Safe Streets & Regional Access Initiative is \$4,850,000, of which approximately \$3,880,000 is anticipated to be federally funded, with the remaining \$970,000 to be provided by the County as the required twenty percent (20%) local match.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA AS FOLLOWS:

Section 1. The Board of County Commissioners of Clay County, Florida (the “Board”) hereby authorizes the submission of an application to the United States Department of Transportation for a SS4A Implementation Grant for the project identified herein.

Section 2. The Board’s Chairman is hereby authorized and directed to electronically execute and submit the application, together with any and all documents, assurances, and certifications necessary to apply for and obtain the grant funding described herein on behalf of Clay County.

Section 3. This Resolution shall become effective immediately upon its adoption.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida this 12th day of May, 2026.

BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA

By: _____
Kristen Burke, Its Chairman

ATTEST:

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



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: Board of County
Commissioners

DATE: 5/6/2026

FROM: Courtney K.
Grimm

SUBJECT:

AGENDA ITEM
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
ROW Easement to Clay Electric - Fair Grounds Barn Project	Agreement/Contract	5/7/2026	Clay_County_fairgrounds.hrdsada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/6/2026 - 4:09 PM	Item Pushed to Agenda

Prepared by and Return to
Hailey Ricks

Real Estate Division
Clay Electric Cooperative, Inc.
P. O. Box 308
Keystone Heights, Florida 32656

Clay Electric Property No:
Clay County Fair Grounds
W.O. No: 334503

Tax Parcel No.:
18-06-26-015602-001-00

RIGHT-OF-WAY EASEMENT
Clay Electric Cooperative, Inc.

GRANTORS, (whether singular or plural) Clay County, a political subdivision
_____ of the State of Florida _____

Space above for recording data

whose mailing address is: P.O. Box 1366

City Green Cove Springs State Florida Zip Code 32043

in Consideration of one dollar and other good and valuable Considerations, the receipt of which is hereby acknowledged, do(es) hereby grant, bargain, sell and convey to Clay Electric Cooperative, Inc., a Florida Corporation, of P.O. Box 308, Keystone Heights, Florida, 32656, hereinafter called the Cooperative, its successors and assigns, a perpetual easement more particularly described as follows:

A Non-exclusive easement thirty (30) feet in width being fifteen (15) feet on each side of the centerline of an overhead electrical distribution system and associated facilities over, under, upon and across a parcel of land lying in Section 05, Township 04 South, Range 25 East, Clay County, Florida.

Together with a Non-exclusive easement ten (10) feet in width being five (5) feet on each side of the centerline of an underground electrical distribution system and associated facilities over, under, upon and across a parcel of land lying in Sections 05, Township 04 South, Range 25 East, Clay County, Florida.

Said parcel being more particularly described as follows:

The East 1/2 of the Southeast 1/4 of the Northwest 1/4 of Section 18, Township 6 South, Range 26 East, Clay County, Florida.

A sketch of approximate easement location is show on the attached Exhibit "A"

together with a perpetual easement over, under, upon and across all streets, roads, alleys, easements and rights-of-way in any plat or subdivision of which the above-described property is a part, to the extent of Grantor's interest therein. The Cooperative shall have the following rights and uses in the Easement Area: the right to construct, rebuild, operate, and maintain electric lines and systems on or under the above described lands (Easement Area) for the transmission of electric power and the distribution thereof; the right to inspect, repair, change, alter, improve, remove, and add to such facilities and systems as the Cooperative deems advisable, including, by way of example, and not by way of limitation, the right to alter, modify, increase or decrease the number and size of conduits, wires, voltage, poles, cables, down guys, transformers, transformer enclosures, regulators, and all necessarily related equipment; the right to cut, trim, remove, and control the growth of trees, shrubberies, and other plants in the easement area by all means available, and not prohibited by law, that may, in the judgement of the Cooperative, interfere with, threaten or endanger the operation and maintenance of the Cooperative's facilities and systems; the right to keep the easement clear of all buildings, structures or other obstructions except citrus trees and low-growing shrubbery that do not otherwise in the judgement of the Cooperative interfere with Cooperative's use of the easement and right-of-way; the right to license, permit, ~~or otherwise agree to the joint use or occupancy of the easement, facilities or system whether over land or under ground by other utilities, persons, associations, or corporations~~, and the right to enter upon, cross, and use other lands of the Grantors to provide reasonable access to the easement granted herein. Grantor agrees that all equipment, poles, wire, facilities, and other tangible personal property, together with any other improvements to the easement and right-of-way installed by or on behalf of the Cooperative, shall remain the sole and exclusive property of the Cooperative, and shall not be subject to any interest or claim of Grantor. Grantor covenants with the Cooperative that Grantor is lawfully seized of the land in fee simple, that Grantor has good, right and lawful authority to grant, bargain, sell, and convey the land and the interest herein conveyed. Grantor reserves the right to use the underlying fee for farming, citrus grove, or pasture purposes, provided that such use shall not include the construction, placement or location of any structures in the easement area, nor any use that would, in the judgement of the Cooperative, interfere with the Cooperative's use and enjoyment of the easement. Grantor agrees that this right-of-way easement is perpetual and shall run with the land, and that any abandonment or interruption of the use of the easement and right-of-way shall not terminate or impair the interests hereby conveyed to the Cooperative.

signatures on next page

IN WITNESS WHEREOF, the Grantors have hereunto affixed their hands and seals this _____ day of _____, 2026.

SIGNED, SEALED AND DELIVERED IN THE PRESENCE OF:

First,
Witness Signature: _____

Also,
Type/Print Name: _____

Address: _____

Second,
Witness Signature: _____

Also,
Address: _____

STATE OF Florida
COUNTY OF _____

By _____ (seal)

Type/Print Name
and Title: Kristen Burke, Board Chair (seal)

Attest: _____

Type/Print Name
and Title: _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this

_____ by Kristen Burke, Board Chair of Clay County, a political subdivision of the State of Florida
(date)

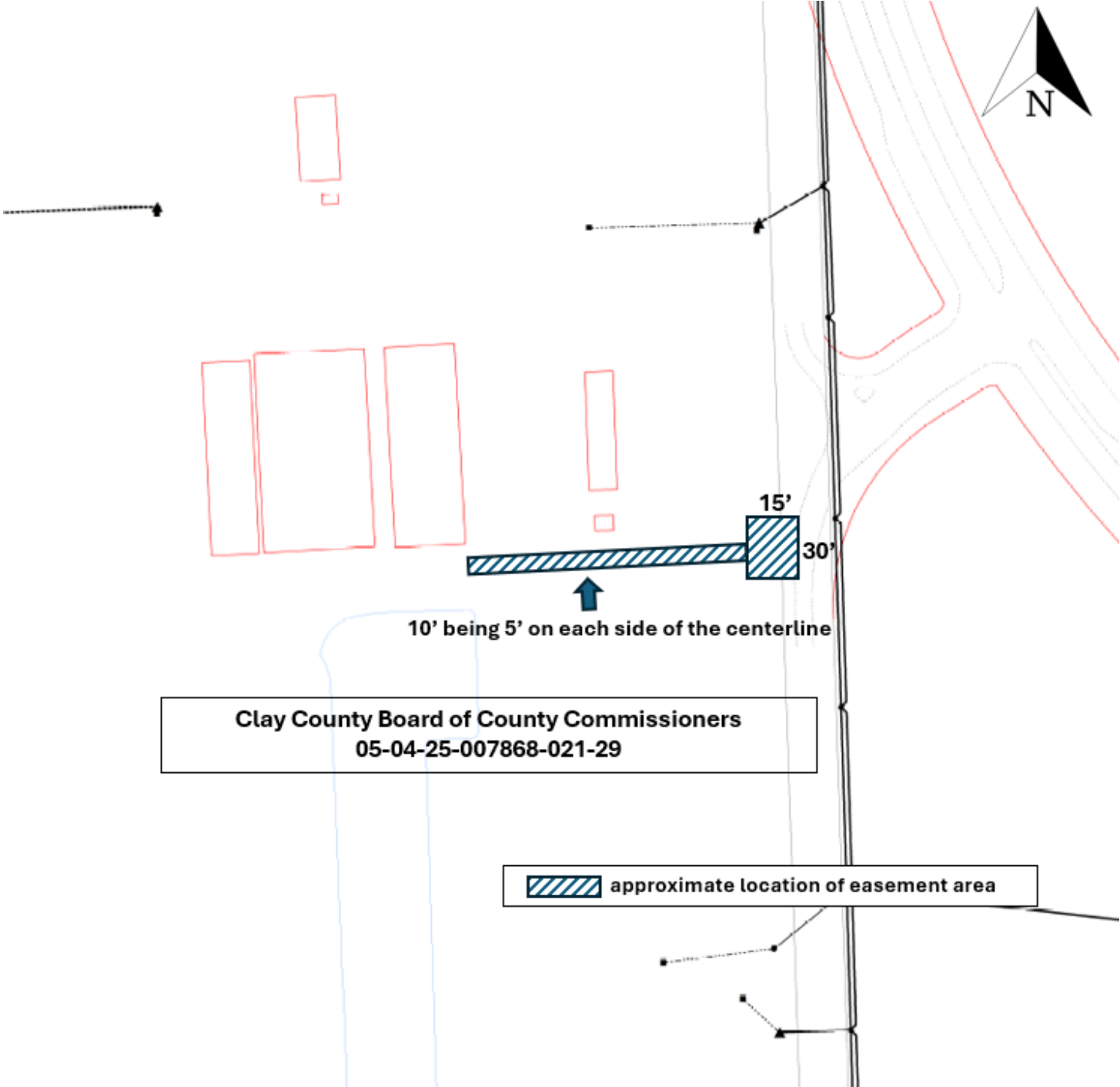
He/she is personally known to me or has produced _____ as identification.
(type of identification)

Notary Public

[Notary Seal]

Name typed, printed or stamped

Exhibit "A"





Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: DATE:

FROM:

SUBJECT:

AGENDA
ITEM
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Project Highlights for 5-12-26_Final	Backup Material	5/8/2026	Project_Highlights_for_5-12-26_Final.ADA_aw.pdf
BTP Board Update 05-12-2026 FINAL	Backup Material	5/8/2026	BTP_Board_Update_05-12-2026_FINAL.ADA_aw.pdf
Engineering Project Highlights 05_12_2026	Backup Material	5/11/2026	Engineering_Project_Highlights_05_12_2026.ADA_aw.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/6/2026 - 4:10 PM	Item Pushed to Agenda



Capital Projects

Physical Address:
477 Houston Street,
Green Cove Springs,
Florida 32043

Mailing Address:
P. O. Box 1366,
Green Cove Springs,
Florida 32043

Phone: 904-529-4129

County Manager
Howard Wanamaker

Commissioners:

John Sgromolo
District 1

Alexandra Compere
District 2

Jim Renninger
District 3

Betsy Condon
District 4

Kristen Burke, DC
District 5

www.claycountygov.com



May 6, 2026

To: Clay County Board of County Commissioners

From:

Ed Dendor, Director of Capital Projects
Richard Smith, Engineering Director
Eric Pope, Public Works Director
Justin Pierce, Parks and Recreation Division Director
Gene Price, Facilities Operations and Maintenance Division Director
Eric Jones, Director of Grounds and Maintenance

Project Highlights & Updates, as of May 5, 2026

General Statistics of Workday Line-Item listing:

Count:	General Categories:
	Direct Purchases (Items, Assessments,
59	Services)
46	Furnish and Install (Equipment)
<u>157</u>	<u>Conceptualize, Design & Construct (Projects)</u>
262	Total Line Items in Workday Report

FY 25-26 County Projects Budget = \$216,340,342

Operating Department	Budget
Animal Services	\$16,320,725
Building Dept	\$9,689,649
CCSO	\$13,835,661
Clay Behavioral	\$1,713,691
Community Services	\$608,467
Courthouse	\$3,416,786
Economic Dev	\$1,037,218
Engineering	\$83,587,212
Environmental	\$1,956,004
Facilities	\$134,082
Grants	\$5,012,418
Grounds Maint	\$620,650
Library	\$3,789,992

Operating Department	Budget
Mgt Info Systems	\$2,637,609
Multiple	\$500,000
OMB	\$100,000
Parks	\$15,544,058
Personnel	\$103,740
Planning	\$368,493
Property Appraiser	\$70,000
Pub Works	\$1,967,096
Public Safety	\$52,445,733
Purchasing	\$774,228
Risk Management	\$36,830
Tourism	\$70,000
Grand Total	\$216,340,342

Capital Projects Department has 85 Projects equating to a FY budget of \$102,254,106

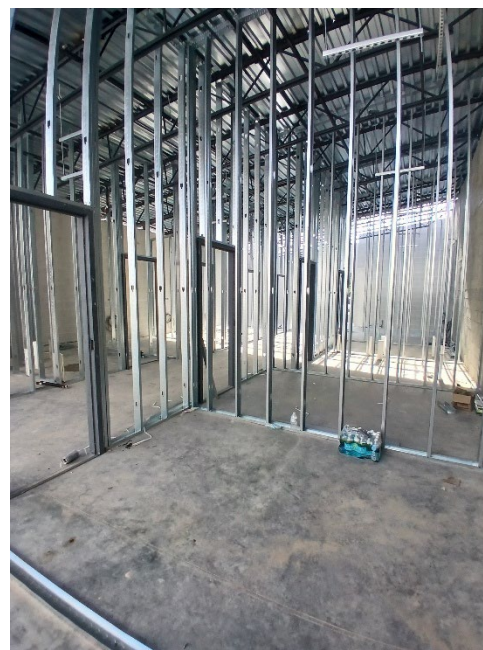
Operating Department	Budget
Animal Services	\$16,320,725
Building Dept	\$9,689,649
CCSO	\$6,547,582
Clay Behavioral	\$1,713,691
Community Services	\$500,000
Courthouse	\$3,272,995
Environmental	\$1,956,004
Facilities	\$34,082
Library	\$3,600,000
Multiple	\$500,000
Parks	\$14,925,173
Personnel	\$43,740
Public Safety	\$43,150,465
Grand Total	\$102,254,106

Public Safety Bond:

Spend Goal: \$65M by July 2027

Spent to Date: \$21.3M or 33% of \$65M

- **Fire Station #1** - Construction 57% complete and 27% paid, forecast completion Fall of '26.



- **Fire Station #5** – Investigating land acquisition.

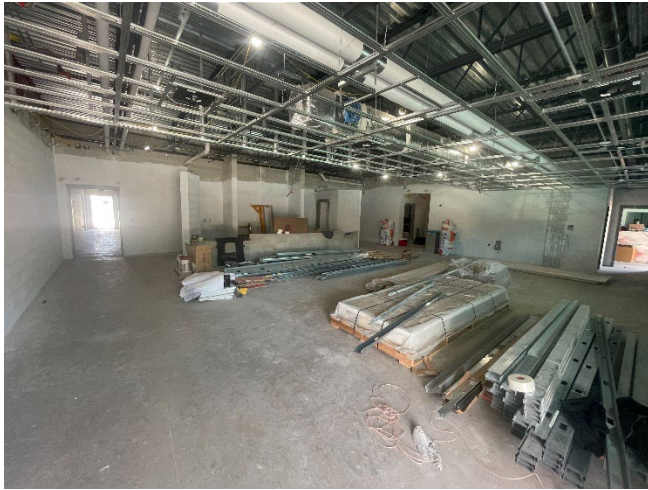
- **Fire Station #13** – Design 90% complete & 1% paid with 33% time spent, forecast completion TBD.
- **Fire Station #15** – Design 90% complete & 2% paid with 47% time spent, forecast completion Summer '27.
- **Fire Station #16** – Design 90% design complete & 2% paid and 42% of time spent, forecast completion TBD.
- **Fire Station #20** - Completed and operational Summer of '25.
- **Fire Station #21** – Design 90% complete & 2% paid with 41% time spent, forecast completion TBD.
- **Fire Station #22** – Construction 69% complete & 35% paid, forecast completion Summer of '26.



- **Fire Station #24** –Design 100% complete, 3% paid and 80% time spent (design started '22), forecast completion Spring of '27.
- **Fire Training Facility** – Modified design 90% complete & 17% paid with 74% time spent, forecast completion Summer '27.

Vertical Projects- Conceptualize, Design and Construction:

- **PRJ100210 Animal Services Shelter**, District 1 – John Sgromolo. The project consists of constructing a 32,000 square foot. single-story Animal Services Shelter and Care Facility. The project is located at 2511 County Road 220, Middleburg. Currently the contractor is installing soffit, finishing the rough-in of the overhead ductwork, installing sidewalks, and framing the ceilings. This project is currently 74% complete.



- **PRJ100387 Economic Building**, District 5 – Kristen Burke. The project consists of designing, permitting and constructing a new two-story, 34,000 square foot building that will accommodate the County's Economic Development staff. Furniture install is complete. Final Certificate of Occupancy inspection is pending the installation of the Bi-Directional Amplifiers permitting approval, with an expected install date of May 11th. Still on schedule to be fully operational by mid-June.



- **PRJ100391 Moccasin Slough Boardwalk**, District 1– John Sgromolo. The project consists of constructing 2,690 linear feet of elevated boardwalk through Moccasin Slough located at 4393 Raggedy Point Rd, Fleming Island. Contractor has mobilized, materials are arriving on site, and clearing for the boardwalk footprint has begun.



- **PRJ100526 Oakleaf Library**, District 2 – Alexandra Compere. Oakleaf Library is roughly a 12,000 square foot building located off of Plantation Oaks Blvd. The project is currently doing an internal review of the 90% plans which were received on time. We are expected to have final plans and a guaranteed maximum price to take to the Board by late Summer 2026.



- **PRJ100558 4th Floor & Entry Design and Renovation (Courthouse), District 5 – Kristen Burke.** This project comprises the build-out and renovation of approximately 17,000 square foot of the Clay County Courthouse located in Green Cove Springs. The scope also includes security enhancements to the entry and exit points. Construction progress is currently at 57% and is on track for completion in Fall 2026.



Roadway and Trail Projects - Conceptualize, Design & Construct:

To be presented by Richard Smith.

FDOT Update:

To be presented by Richard Smith.



Capital Projects

Mailing Address:
Post Office Box 1366
Green Cove Springs, FL
32043

Physical Address:
477 Houston Street
Admin. Bldg., 4th Floor
Green Cove Springs, FL
32043

Phone: 904-529-4260

County Manager
Howard Wanamaker

Commissioners:

John Sgromolo
District 1

Alexandra Compere
District 2

Jim Renninger
District 3

Betsy Condon
District 4

Dr. Kristen Burke
District 5

www.claycountygov.com



SUBJECT: Bonded Transportation Program (BTP) Update

DATE: May 12, 2026

SUBMITTED BY: Edwin Dendor, BTP Program Administrator

BTP MISSION STATEMENT: To design and build the safest and most efficient roadway and drainage system for the projects defined in the bonded transportation program.

Program update through May 05, 2026:

• **Project #1 – CR 218 from Masters Rd to Pine Tree Lane:**

The County's team and Anderson Columbia (AC) continued their bi-monthly status meetings. AC continued the installation of drainage structures, pipes, sub-base and base materials, curbing and median work along the north side of this project. This project is 70% paid out and 97% of time used.

Drainage Installation



Roadway Base Installation



- **Projects #2 - CR209 from US17 to Peters Creek Bridge:**

The County's team and Superior (SCC) continued their bi-monthly status meetings. SCC placed sub-base and base material on the east side of the north/south section of CR209 west of railroad tracks. They continued constructing the clay cut-off wall at Pond 2 while moving clay material from Pond 2 to Pond 3, which is being used for the clay pond liner. SCC placed asphalt and pavement markings on the south side of CR 209 from the railroad tracks to US 17. The median separator was placed between US17 and Mitchells Road. This project is on schedule with 74% paid out and 71% of the time spent.

Asphalt Placement



Pond 2 Clay Excavation and Pond 3 Liner Installation



Pavement Marking 2 lanes eastbound open



- **Project #3B – CR739B & part of CR209:** (Connects the east-end of project #4 on Sandridge Road and runs through the roundabout to CR209B.) The County, GAI and Kiewit (KISC) held their bi-monthly status meetings. KISC completed the excavation and started installing sod at pond site 2, located on CR209 while working through punch list items. The overall project schedule remains in dispute by both parties. This project is 83% paid out and 145% of time elapsed.

Pond Site 2 on CR 209 Final Preparation before sod



Signing and Pavement Markings



- **Project #5 (CR220) and Project #6A (CR315)** - The team continues to wait for USACOE to Issue the permits. Plan sets will be signed and sealed once received.

- ***BTP Projects #3A, #4 and #6B are complete.***

- **Overall**, the team continued to:
 - Hold Owner Rep progress meetings covering the Key Process Indicators while continuing to ramp down the overall BTP Owner Rep services as the program comes to closure,
 - Receive multiple invoices and made multiple payments to various vendors,
 - As of May 05, 2026, the Program has expended \$157.2M.

- **WGI continues** to work across the entire program on:
 - Refining the BTP financial forecast and tracking project risk factors,
 - Plan reviews, coordinating and guiding designs including interface discussions, and coordination with stakeholders,
 - Developing project closeout documentation as each project draws to a close in the program.

Commissioner / District	Project Name/Location	Project Limits	Length	# Lanes	Lane Mileage	WGI Project Manager	Designer / Contractor	Project Description	Clay County Budget	Construction Start Date	Construction End Date
Betsy Condon / D4	No. 1 CR 218 / Middleburg	Masters Road to Pine Tree Lane	1.30	4.0	5.2	C. Campos	D-WGI, C-Anderson Columbia	Design and reconstruct two lane roadway section into four lanes urban section with median, bike lanes, curb & gutter, and sidewalks on CR218 from Masters Rd to Pine Tree Lane.	\$ 26,727,205	Summer 2024	Spring 2026
Kristen Burke / D5	No. 2 CR 209 (Russell Rd) / Lake Asbury	From CR 315B to US 17 and from CR 315 to South of Peter's Creek	1.10	4.0	4.4	J. Mattox	D-Jacobs, C-Superior	Design and reconstruct two lane roadway into four lanes urban section with median, bike lanes, curb & gutter, and sidewalks on CR209 from Peter's Creek bridge south to US 17.	\$ 33,352,162	Spring 2024	Spring 2027
Kristen Burke / D5	No. 3A & 3B CR 209 (Russell Rd) / Lake Asbury	From Sandridge Rd to Peter's Creek Bridge	1.00	2.0	2.0	C. Campos	D-GAL, C-Kirby (3A)/Kiewit (3B)	3A) Operational improvements at the intersection of Oak Street and CR 209, with CR 209. 3B) Sandridge widening and repavement with CR 209B. Operational improvements at the intersection of CR 209 & CR 209B.	\$ 30,793,374	Summer 2024	3A) Summer 2024 Completed 3B) Spring 2026
Kristen Burke / D5	No. 4 CR 739B (Sandridge Rd) / Lake Asbury	From Henley Rd to West of CR 209 (Russell Rd)	2.80	3.0	8.4	C. Campos	D-GAL, C-Kiewit	Design and reconstruct two lane roadway section into three lanes with turn lanes, bike paths, curb & gutter, and sidewalks on CR739B from Henley Road to just west of CR209.	\$ 32,987,931	Summer 2023	Summer 2025 Completed
Kristen Burke / D5	No. 5 CR 220 / Middleburg	From Baxley Rd to West of Henley Rd	1.00	4.0	4.0	J. Mattox	D-Jacobs, C-TBD	This project is being phased following the construction of the quadrant intersection at Henley Rd.	\$ 4,695,897	TBD	TBD
Kristen Burke / D5	No. 6A, Green Cove Springs / Lake Asbury - CR 216 (Cathedral Oak Parkway)	From Maryland Ave to US 17	1.00	2.0	2.0	J. Mattox	D-Jacobs, C-Superior	Ultimate 4-line section from US 17 to Maryland Ave	\$ 7,982,081	TBD	TBD
Kristen Burke / D5	No. 8B CR 216 (Cathedral Oak Parkway) / Green Cove Springs	From SR 23 to Maryland Ave	3.30	2.0	6.6	T. Richards	D-RSH, C-Superior	Design and construct two new roadway lanes with a grass median, bike lanes, and sidewalks from SR23 to Maryland Ave.	\$ 43,292,932	Fall 2023	Fall 2025 Completed
			11.5		32.6			TOTAL BUDGET	\$ 179,841,582		

Engineering Department Update

05/12/2026

- **PRJ100212** -Work continues on the **CR 220 bridge replacement and 4-lane widening projects**, from Knight Boxx Road to Hollars Place. The projects are on schedule with a completion date of mid-July, 2026 for the Henley Road intersection improvements, and a mid-October, 2026 for the bridge completion. Presently, final paving operations are in progress for the intersection area and single lane closures and delays are to be expected. The project area east of Chief Ridaught Road to the bridge is nearing final paving. East of the bridge to Knight Boxx Road is the final portion of the project, and is on schedule to be completed by mid-October, 2026.
- **Radar Road**- Construction continues with work going on in the area of the existing Town Center Boulevard round-a-bout, and the Fleming Island Library. Access to the Church and adjacent apartment complex is not affected by the current construction phase. The project is scheduled to take 390 days, with substantial completion scheduled for 345 days (June, 2027).



Radar Road (looking east from Town Center Boulevard round-a-bout)

- **Long Bay Road @ Old Jennings Road Intersection improvement and Traffic Signal Installation-** Roadway and signal work continues on schedule with the proposed completion date of September, 2026. This area is a high traffic area, especially during peak morning and afternoon drive times. Motorists should expect daily lane closures. Please slow down for the safety of all, and pay attention all signage in the construction zone.



Old Jennings Road (looking west)



Old Jennings Road (looking east)

- **CR 220 Resurfacing Project (US 17 to west of Brookstone Drive):**
Atlantic Coast Asphalt (ACA) will be removing and replacing the recently placed asphalt to meet FDOT standards. The project will consist of night time work and should be completed by June, 2026.



CR 220 (looking east)

Town Center Boulevard Resurfacing project (Eagle Harbor Parkway to East-West Parkway):
Final driveway tie-ins and thermoplastic pavement striping is scheduled for completion by the end of May, 2026.



Town Center Boulevard

- **Community Development Block Grant (CDBG) sidewalk update-**

The CBDG sidewalk contractor, Jax Utilities Management, Inc., started work on Monday, April 6, 2026 on new sidewalks for Blue Jay Drive and Mallard Road. The two projects were completed May 7, 2026.



Blue Jay Drive sidewalk project (from CR 218 to Harvest Way)



Mallard Road sidewalk project (from CR 218 to Widegeon Court)

FDOT Update

- **US 17 Resurfacing, Restoration, and Rehabilitation:**
 - **Eagle Harbor Parkway to Water Oak Lane** - Work has resumed on the final portion of the project. Night time paving operations continue sporadically.
 - **Black Creek Bridge to Oak Street** - Work continues nightly, with milling and resurfacing continuing from CR 209 to just north of the Green Cove Springs city limits. Recently, construction crews are preparing the downtown streets for the installation of medians. The medians are designed to improve pedestrian safety in the area from Ferris Street to Center Street. Crews are also working in the Mahama Bluff/ County Road 209 area installing additional left turn lanes and the newly designed traffic signal. Expect single lane closures and delays during night time hours within the project limits. Work requiring lane closures will be performed in night time operations.
- **Blanding Boulevard (SR 21) @ Wells Road Intersection improvements:**
 - FDOT reports that the project is 65% complete. Current completion date is November 4th, 2026. FDOT is reviewing additional time for the revision to add the turn lane back, so completion will extend into next year. The contractor is currently working on moving to phase 2A which is for the work on the median North of Wells. This includes finishing the sidewalk on the SE and NW corner, signalization, and lighting work.
- **SR 16 Resurfacing, Restoration, and Rehabilitation (US 17 to SR 21):**
 - Work continues in the area from the First Coast Expressway to SR 21, with crews finishing up in the area west of Penney Farms. Motorists should expect daily lane closures and delays.
 - Road work requiring lane closures will be night time only for the Project area from Penney Farms to SR 16, in Green Cove Springs.
 - The project is scheduled to be complete in late December, 2026, depending on weather and unforeseen conditions.

LOOKING AHEAD

- **Doctors Lake Drive Resurfacing Project (Kingsley Avenue (SR 224) to Peoria Road):**
 - Upon the completion of the Town Center Boulevard resurfacing project, ACA crews will shift to the resurfacing of Doctors Lake Drive. The project will consist of night time work and should be completed in 4-6 weeks.
- **Lakeview Street and Hilltop Street (Dirt road paving project):**
 - Pre-construction meeting is scheduled for later this week to begin the paving project. Located in Keystone Heights, near the high school, this project will eliminate the need for grading of the roads by the Public Works Department, and improve an existing drainage situation. Construction is expected to be completed by October, 2026 (weather permitting).



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: Board of County
Commissioners

DATE:

FROM:
Administrative and
Contractual Services

SUBJECT:

AGENDA ITEM
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Upcoming Bids- May and June 2026	Backup Material	5/7/2026	Upcoming_Bids_- _May_and_June_2026.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Administrative and Contractual Services	Streeper, Lisa	Approved	5/6/2026 - 4:09 PM	Item Pushed to Agenda

PROJECT DESCRIPTION	DEPARTMENT	ESTIMATED BCC AWARD
ACTIVE		
RFQ No. 25/26-016, Construction Engineering and Inspection Services for SUN Trail	Engineering	6/9/2026
RFB No. 25/26-041, Carl Pugh Park - Drainage Improvements	Capital Projects / Parks & Rec	5/26/2026
RFB No. 25/26-017, Jail Fire Alarm Upgrade - Clay County Jail	Capital Projects / CCSO	5/26/2026
RFP No. 25/26-085, Public Private Partnership (P3) to Design, Build and Finance a Public Safety Complex in Clay County	Capital Projects / Public Safety	7/14/2026
RFP No. 25/26-084, Mosquito Control Program	Extension Service	5/26/2026
RFB No. 25/26-074, Oakleaf Community Park - Drainage Improvements	Capital Projects / Parks & Rec	5/26/2026
RFB No. 25/26-073, Mobile Trailers for Firefighter Gear Storage	Capital Projects / Public Safety	6/23/2026
RFB No. 25/26-087, EMS Medical Supply	Public Safety	6/23/2026
RFB No. 25/26-066, Storm Damage Berm Repairs at Clay County Outdoor Adventure Park	Capital Projects / Grants	7/14/2026
UPCOMING IN MAY/JUNE (in no certain order)		
Clay County Fairgrounds Hurricane Roof Repairs – Exhibit Hall 2 & Cattlemen’s Arena (Re-Bid)	Capital Projects / Grants	
Knights Marina and Lake Shore Park Improvements	Capital Projects / Parks & Rec	
Drainage Repair and/or New Public Works Construction	Engineering / Public Works	
County Wide Sidewalk and Concrete Repairs	Public Works	
Fairgrounds Water Improvements	Capital Projects / Parks & Rec	
Fire Station 17 Shower Addition	Capital Projects / Public Safety	
HVAC Replacement at Clay County Emergency Operations Center	Capital Projects / Emergency Management	
Jail Recreation Yard Waterproofing / Roof Repairs	Capital Projects / CCSO	



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: Planning Commission

DATE: 12/5/2025

FROM: Beth Carson, AICP, Director
of Planning and Zoning

SUBJECT:

This application is a Rezoning to change 2.46 acres from Commercial Recreation District (BB-5) to Planned Commercial Development District (PCD).

This item was continued to the June 2, 2026 Planning Commission Meeting.

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

The subject parcel is located at 3075 US HWY 17, between Mahama Bluff Rd. and County Road 209, and is approximately 2.46 acres. The property has an existing restaurant with approximately 40 parking spaces to support the use. The applicant desires to construct additional commercial buildings.

Planning Requirements:

Public Hearing Required (Yes\No):

Hearing Type: Second Public Hearing

Initiated By: Applicant

Guru Dayal LLC

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Economic				

and Development Services Economic and Development Services	Carson, Beth	Approved	5/6/2026 - 3:53 PM	AnswerNotes
	Streeper, Lisa	Approved	5/6/2026 - 4:47 PM	Item Pushed to Agenda



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: Board of County Commissioners

DATE: 5/1/2026

FROM: Dodie Selig, Chief Planner,
AICP

SUBJECT:

The applicant has requested a continuation to the July 7, 2026, Planning Commission Meeting.

This application is a FLUM amendment to change 46.39 acres from Branan Field Primary Conservation Network (BF-PCN) to Branan Field Master Planned Community (BF-MPC).

AGENDA ITEM TYPE:

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Economic and Development Services	Carson, Beth	Approved	5/1/2026 - 9:40 AM	AnswerNotes
Economic and Development Services	Stewart, Chereese	Approved	5/1/2026 - 10:36 AM	AnswerNotes
County Manager	Wanamaker, Howard	Approved	5/1/2026 - 10:42 AM	AnswerNotes



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: Board of County
Commissioners

DATE: 4/7/2026

FROM: Courtney K.
Grimm

SUBJECT:

AGENDA ITEM
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
▢ FFI East Vacation Resolution	Resolution Letter	5/7/2026	FFI_East_Vacation_Resolution_final_on_agendadsada.pdf
▢ Summary of Petition	Backup Material	5/7/2026	Summary_of_Petition.ADA_aw.pdf
▢ FFI East Plat Sketch	Backup Material	5/7/2026	FFI_EAST_SKETCH_for_Notice_of_Intent.ADA_aw.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
County Attorney	Streeper, Lisa	Approved	5/6/2026 - 4:16 PM	Item Pushed to Agenda

RESOLUTION NO. 2025/2026 - _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, VACATING CERTAIN PLATTED LANDS WITHIN UNINCORPORATED CLAY COUNTY AND SHOWN ON THE PLAT OF FLORIDA FARMS AND INDUSTRIES COMPANY'S PROPERTY RECORDED IN PLAT BOOK 2, PAGE 35 (THE "FFI EAST PLAT"), PUBLIC RECORDS OF CLAY COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.

Recitals

WHEREAS, pursuant to Section 177.101, Florida Statutes, a petition (the Petition) has been filed with the Board of County Commissioners (the Board) of Clay County, Florida, on behalf of Reinhold Corporation and Klare Timber, LLC, to vacate certain below described platted lands within unincorporated Clay County and shown on the plat of Florida Farms and Industries Company's Property, recorded in Plat Book 2, page 35 (the "FFI East Plat"), public records of Clay County, Florida (the Subject Platted Lands); and,

WHEREAS, by the adoption of Resolution No. 2025/2026-30, and pursuant to Section 177.101, Florida Statutes, and the County's Plat Vacation Procedures, the Board scheduled a public hearing (the Public Hearing) on Tuesday, May 12, 2026, at 5:00 p.m., or as soon thereafter as could be heard, in the Board's meeting room on the Fourth Floor of the County Administration Building located at 477 Houston Street, Green Cove Springs, Florida, to consider the adoption of a resolution vacating the Subject Platted Lands, pursuant to Section 177.101, Florida Statutes; and,

WHEREAS, notice of the Public Hearing was duly published as required under Section 177.101, Florida Statutes, and the County's Plat Vacation Procedures, and the Public Hearing was held as provided in the notice; and,

WHEREAS, the Subject Platted Lands are more particularly described as follows:

Those Certain Tracts of Land being a Portion of "Florida Farms & Industries Co. Plat Showing Subdivision of The NW 1/4; The NW 1/4 of SW 1/4 and The N 1/2 of NE 1/4 of SW 1/4 of SEC. 18 And That Part of SW 1/4 SEC. 7 Which Lies South of the F. F. & I. Co. RY., all in T6S, R26E., Clay County, Fla." as per the plat thereof recorded in Plat Book 2 on Page 35 of the public records said county: Said Tracts being described as follows:

PART NORTH OF SR 16 BLOCK 79, All;

AND: Those Non Public and Un-Dedicated Lands Adjacent to Block 79 and Lying North of State Road 16 being Noted as Bland Avenue and Springbank Avenue as shown on said Plat

LESS AND EXCEPT: A Portion of the above described lands as per Order of Taking in the Circuit Court of the Fourth Judicial Circuit In and For Clay County, Florida; State

Road Department of Florida vs. Foremost Properties, Inc; Dated May 18th, 1955 as conveyed Right of Way of State Road 16.
ALSO LESS AND EXCEPT: any part lying in a public, maintained road.

PART SOUTH OF SR 16

BLOCK 72, Lots 8 thru 12 and Lots 13 thru 29

AND: Those Non Public and Un-Dedicated Lands Adjacent to Block 72 and Lying South of State Road 16 being Noted as Bland Avenue and Adams Road as shown on said Plat

LESS AND EXCEPT: Those Portions of Block 72 as described in Official Records Book 602 on Page 492; Official Records Book 1690 on Page 1360; Official Records Book 2651 on Page 333; Official Records Book 3008 on Page 184; Official Records Book 3182 on Page 389; Official Records Book 3267 on Page 1521; Official Records Book 3441 on Page 1303, and Official Records Book 4088 on Page 1182, of said public records.

ALSO LESS AND EXCEPT: A Portion of the above described lands as per Order of Taking in the Circuit Court of the Fourth Judicial Circuit In and For Clay County, Florida; State Road Department of Florida vs. Foremost Properties, Inc; Dated May 18th, 1955 as conveyed Right of Way of State Road 16.

Be It Resolved by the Board of County Commissioners of Clay County:

Section 1. The Recitals set forth hereinabove are adopted as the findings of the Board, and said findings provide the authority and justification for the adoption of this Resolution.

Section 2. On behalf of the County and pursuant to its authority under Section 177.101, Florida Statutes, and the County's Plat Vacation Procedures, the Board hereby vacates the Subject Platted Lands as hereinabove described.

Section 3. This Resolution shall take effect immediately upon its adoption, but shall not be deemed effective unless and until the Petitioners shall have caused to be recorded in the public records of the County proof of the publication of the notice of the Public Hearing, a certified copy of this Resolution, and proof of the publication of a notice in the *Clay Today* within thirty days following the adoption hereof in the form attached hereto as Appendix A.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this 12th day of May, 2026.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA

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

By: _____
Kristen Burke
Its Chairman

Appendix A
[Form of Notice of Adoption of Resolution Vacating Platted Lands]

To be advertised **Thursday, May 28, 2026**
in the *Clay Today*:

NOTICE OF ADOPTION OF RESOLUTION VACATING PLATTED LANDS

The Board of County Commissioners (the Board) of Clay County, Florida, received a petition (the Petition) filed pursuant to Section 177.101, Florida Statutes, on behalf of Reinhold Corporation and Klare Timber, LLC, to vacate certain platted lands hereinafter described. In accordance with the Petition, the Board held a public hearing on Tuesday, May 12, 2026, and thereafter adopted a resolution pursuant to Section 177.101, Florida Statutes, and the County's Plat Vacation Procedures, vacating said platted lands. The platted lands being vacated are more particularly described as follows:

Those Certain Tracts of Land being a Portion of "Florida Farms & Industries Co. Plat Showing Subdivision of The NW 1/4; The NW 1/4 of SW 1/4 and The N 1/2 of NE 1/4 of SW 1/4 of SEC. 18 And That Part of SW 1/4 SEC. 7 Which Lies South of the F. F. & I. Co. RY., all in T6S, R26E., Clay County, Fla." as per the plat thereof recorded in Plat Book 2 on Page 35 of the public records said county: Said Tracts being described as follows:

PART NORTH OF SR 16 BLOCK 79, All;

AND: Those Non Public and Un-Dedicated Lands Adjacent to Block 79 and Lying North of State Road 16 being Noted as Bland Avenue and Springbank Avenue as shown on said Plat

LESS AND EXCEPT: A Portion of the above described lands as per Order of Taking in the Circuit Court of the Fourth Judicial Circuit In and For Clay County, Florida; State Road Department of Florida vs. Foremost Properties, Inc; Dated May 18th, 1955 as conveyed Right of Way of State Road 16.

ALSO LESS AND EXCEPT: any part lying in a public, maintained road.

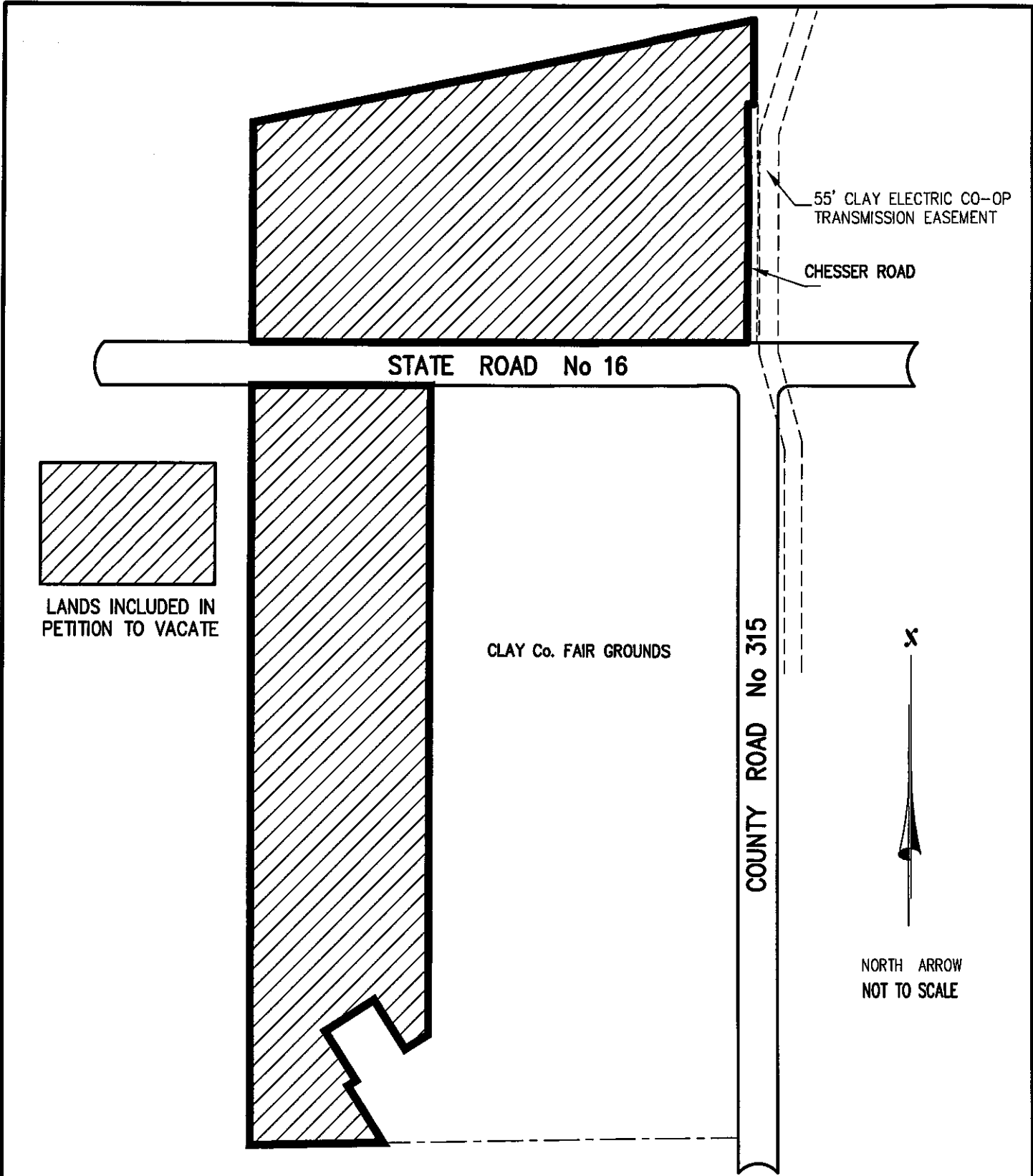
PART SOUTH OF SR 16

BLOCK 72, Lots 8 thru 12 and Lots 13 thru 29

AND: Those Non Public and Un-Dedicated Lands Adjacent to Block 72 and Lying South of State Road 16 being Noted as Bland Avenue and Adams Road as shown on said Plat

LESS AND EXCEPT: Those Portions of Block 72 as described in Official Records Book 602 on Page 492; Official Records Book 1690 on Page 1360; Official Records Book 2651 on Page 333; Official Records Book 3008 on Page 184; Official Records Book 3182 on Page 389; Official Records Book 3267 on Page 1521; Official Records Book 3441 on Page 1303, and Official Records Book 4088 on Page 1182, of said public records.

ALSO LESS AND EXCEPT: A Portion of the above described lands as per Order of Taking in the Circuit Court of the Fourth Judicial Circuit In and For Clay County, Florida; State Road Department of Florida vs. Foremost Properties, Inc; Dated May 18th, 1955 as conveyed Right of Way of State Road 16.



Area North & South of State Road No 16 And West of County Rd 315; Included In Petition To Vacate

Board of County Commissioners
Clay County, Florida

-----END-----

Special Instructions to Publisher:

THIS NOTICE MUST BE PUBLISHED WITHIN 30 DAYS AFTER ADOPTION OF THE RESOLUTION REFERRED TO IN THE NOTICE.

Please submit galley proof to the County Attorney's Office
(daphne.roberts@claycountygov.com) for approval prior to publication.

Send Invoice and Proof of Publication by email to:
sfraser@bellsouth.net

Send Proof of Publication by email to:
daphne.roberts@claycountygov.com

**Summary of Petition to Vacate Platted Lands, pursuant
to Section 177.101, Florida Statutes**

The County has received a request from the Reinhold Corporation and Klare Timber, LLC, petitioning the Board of County Commissioners of Clay County Florida to vacate a portion of the plat listed below, recorded in the public records of Clay County, Florida:

Florida Farms & Industries Co. Plat Showing Subdivision of the NW 1/4, the NW 1/4 SW 1/4 & the N 1/2 NE 1/4 SW 1/4 of Sec. 18 & That Part of SW 1/4 Sec. 7 Which Lies South of the F.F. & I. Co. RY., All in T.6S., R. 26 E., CLAY CO., FLA.

Recorded in PB 2 PG 35 (the “FFI East Plat”)

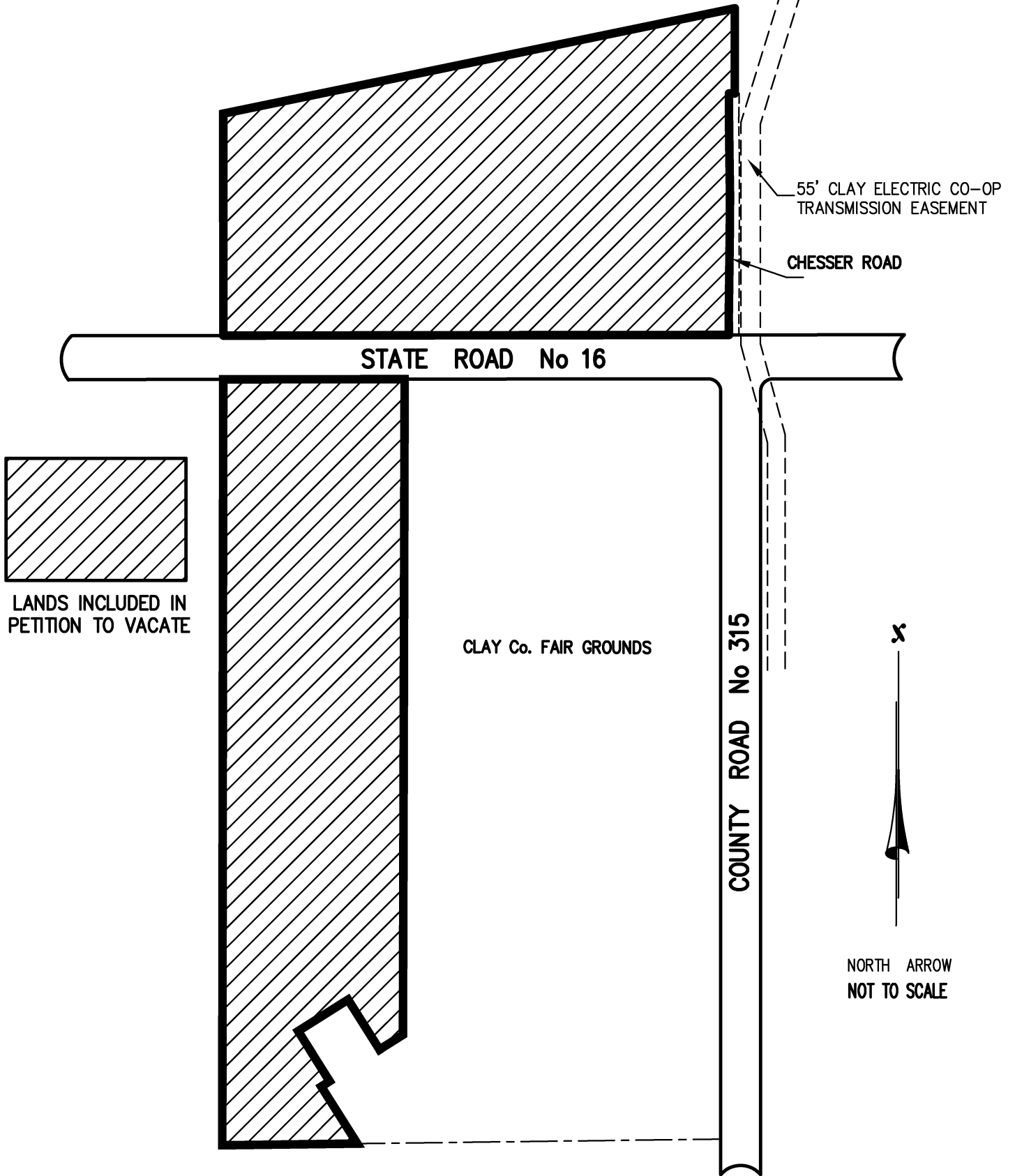
The portion of the plat included in the Petition to Vacate is approximately 177 acres in area, located to the west and north of the Clay County Fairgrounds (the “Petition to Vacate Lands”). If approved, the Board will adopt a resolution vacating and abandoning the portion of the plat as depicted.

The purpose of this proposed vacation (located in unincorporated Clay County) is to eliminate the development pattern established by the FFI East Plat when it was recorded in 1923, and return the Petition to Vacate Lands to acreage. The portion of the FFI East Plat included in the Petition to Vacate defines a development pattern that is inconsistent with the adopted Future Land Use Map for the County and is not anticipated to be consistent with future development plans.

The FFI East Plat was recorded in the public records of Clay County in April 1923, one of multiple plats and replats of Florida Farms and Industries Company Lands (combined, the “FFI Plats”) within Clay County. The first of the FFI Plats was recorded in 1922 with subsequent platting in the area continuing through 1949.

The Petition to Vacate Lands are owned by the Petitioners, the Reinhold Corporation and Klare Timber, LLC. Vacating the Petition to Vacate Lands is proposed to allow future development consistent with the land development regulations that will be applicable at the time of said development without the requirement to replat Plat Book 2 Page 35. Future development of the Petition to Vacate Lands will be subject to the land development regulations in effect at the time development is proposed.

The Petition to Vacate Lands do not include any land within an incorporated jurisdiction within Clay County.



Area North & South of State Road No 16 And West of County Rd 315; Included In Petition To Vacate



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: Board of County Commissioners

DATE: 5/6/2026

FROM: Dodie Selig, Chief Planner,
AICP

SUBJECT:

A. COMP 26-0001

This application is FLUM Amendment to change 17.47 acres from Rural Residential (RR) to Industrial (IND).

B. ZON 26-0002

This application is a rezoning to change from Private Services-1 (PS-1) to Planned Industrial Development (PID).

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

This application was submitted in order to resolve a Code Enforcement case. The existing use on the parcel is not permitted under the current PS-1 zoning.

ATTACHMENTS:

Description	Type	Upload Date	File Name
▢ COMP 26-0001 - Staff Report	Cover Memo	5/1/2026	Staff_Report_-_COMP_26-0001dsada.pdf
▢ COMP 26-0001 - Ordinance	Ordinance	5/1/2026	ordinance_-_COMP_26-0001_final_dsada.pdf
▢ PUD 26-0002 - Staff Report	Cover Memo	5/7/2026	Staff_Report_-_PUD_26-0002.ADA_aw.pdf
▢ PUD 26-0002 - Ordinance	Ordinance	5/7/2026	ordinance_-_PUD_26-0002_final.ADA_aw.pdf
▢ PUD 26-0002 - Written Statement PID	Backup Material	5/1/2026	PUD_26-0002_-_Written_Statement_(PID)_dsada.pdf

▫ PUD 26-0002
Concept Site Backup Material 5/1/2026
Plan

PUD_26-0002_-
_Concept_Site_Plan_dsada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Economic and Development Services	Carson, Beth	Approved	5/6/2026 - 4:14 PM	AnswerNotes
Economic and Development Services	Streeper, Lisa	Approved	5/6/2026 - 4:48 PM	Item Pushed to Agenda



1 **Staff Report and Recommendations for COMP 26-0001**

2

3 **Copies of the application are available at the Clay County**
4 **Administration Office, 3rd floor, located at 477 Houston Street Green Cove Springs, FL 32043**

5

6 **Owner / Applicant Information:**

Owner: WRR of Clay County, LLC.
Agent: Josh Cockrell (The StellaRea Group)

7

8 **Property Information**

Parcel ID: 17-05-24-006410-001-00	Parcel Address: 4640 CR 218 Middleburg, FL 32068
Current Land Use: Rural Residential (RR)	Current Zoning: Private Services (PS-1)
Proposed Land Use: Industrial (IND)	Total Acres: 17.47 +/- acres
	Acres affected by FLU change: 17.47 +/- acres
Commission District: 4, Comm. Condon	Planning District: Middleburg/Clay Hill

9

10 **Introduction:**

11 This application is a Small-Scale Comprehensive Plan Amendment to the 2045 Future Land Use Map
12 (FLUM). The application would change a single parcel of land from Rural Residential (RR) to Industrial
13 (IND).

14

15 The subject parcel is located at 4640 County Road 218 in Middleburg. The property has been operating as a
16 mulching facility for many years but lacks the appropriate land use and zoning for the business. The owner
17 intends to expand the use to the rear portions of the parcel and add 3 buildings totaling 22,500 sq.ft.

18

19 A companion Rezoning application from Private Services (PS-1) to Planned Industrial Development (PID)
20 follows this comprehensive plan amendment.

21

22

Figure 1 – Location Map

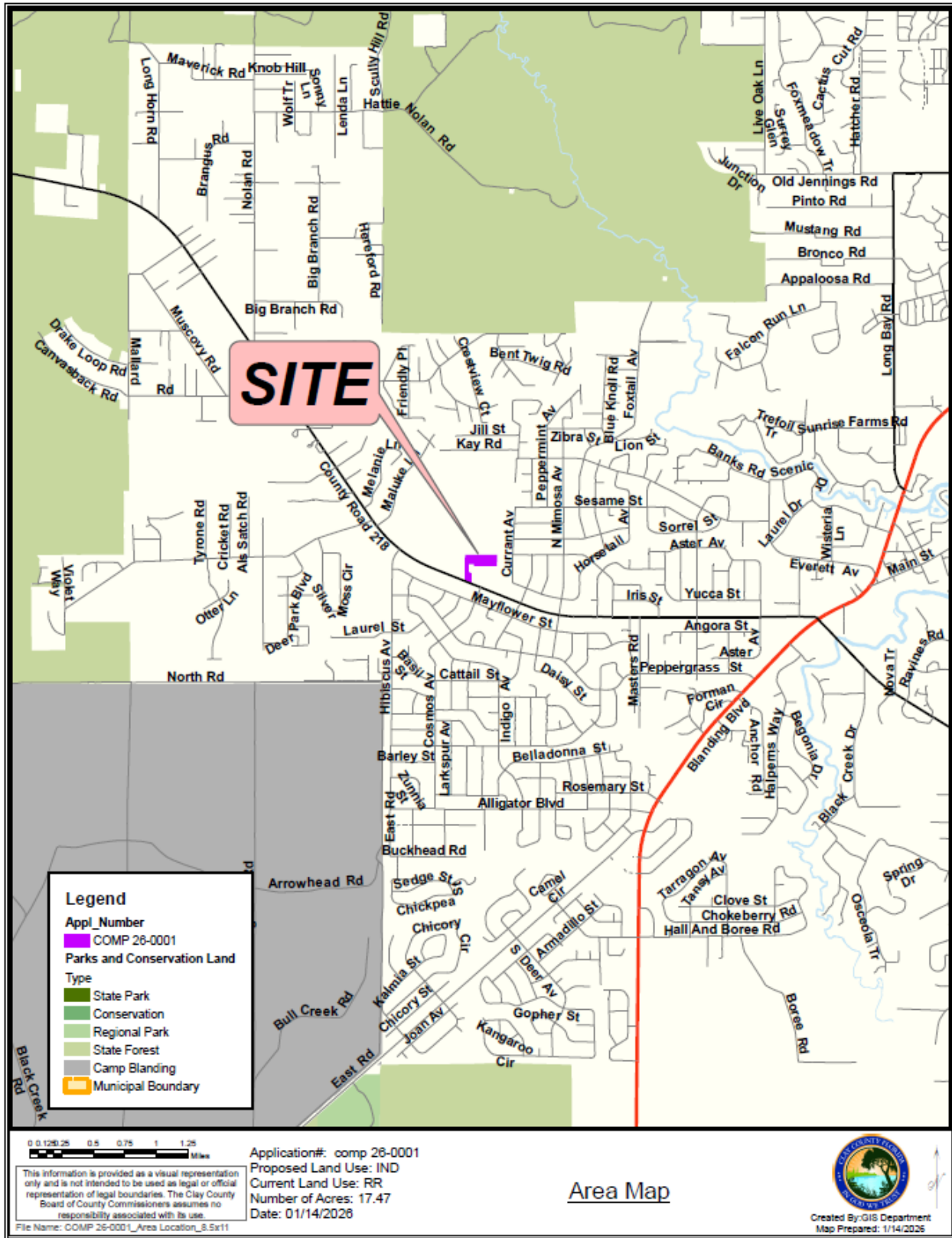


Figure 2 – Parcel Map

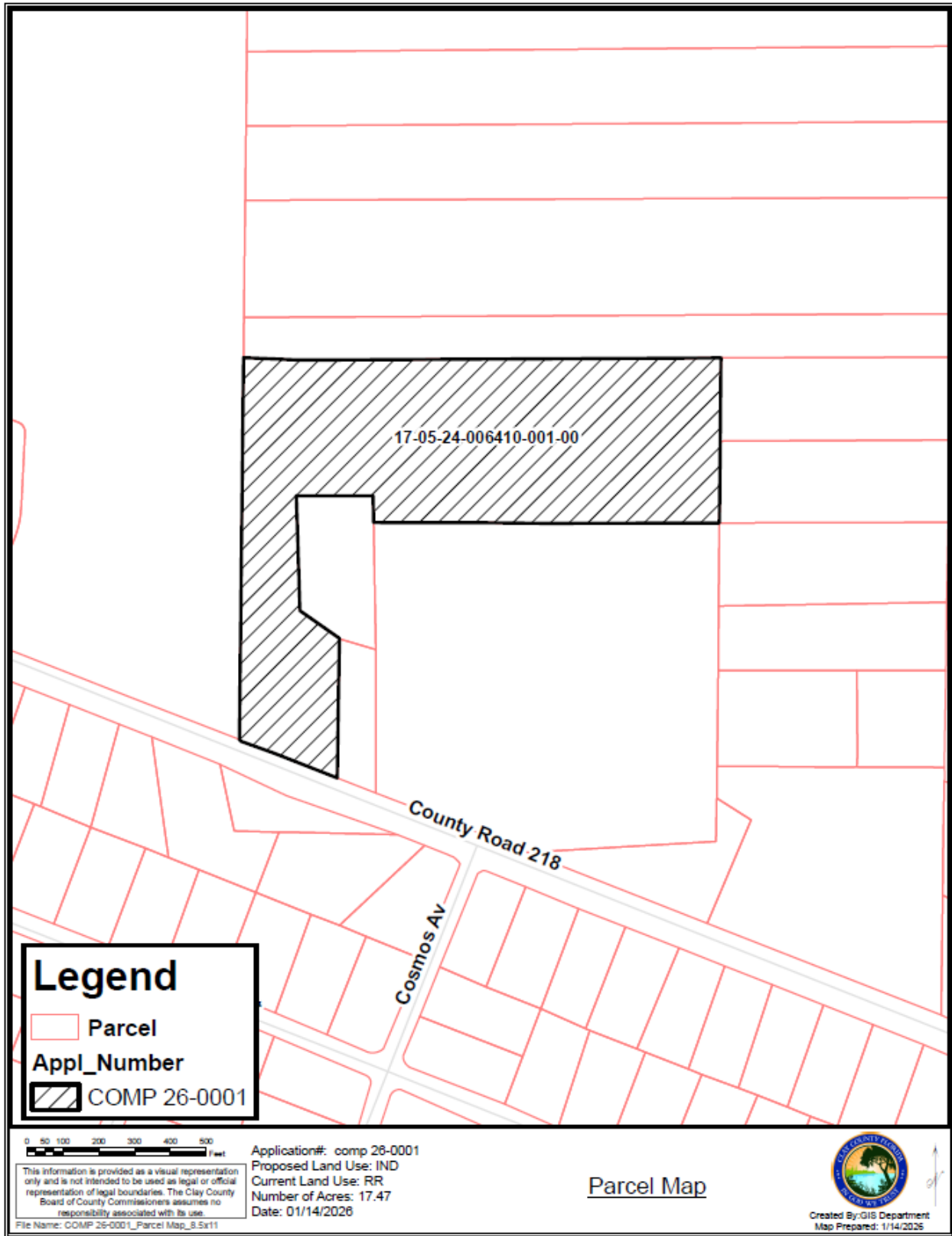


Figure 3 - Aerial Photo



Figure 4 – Existing Future Land Use Designation Map

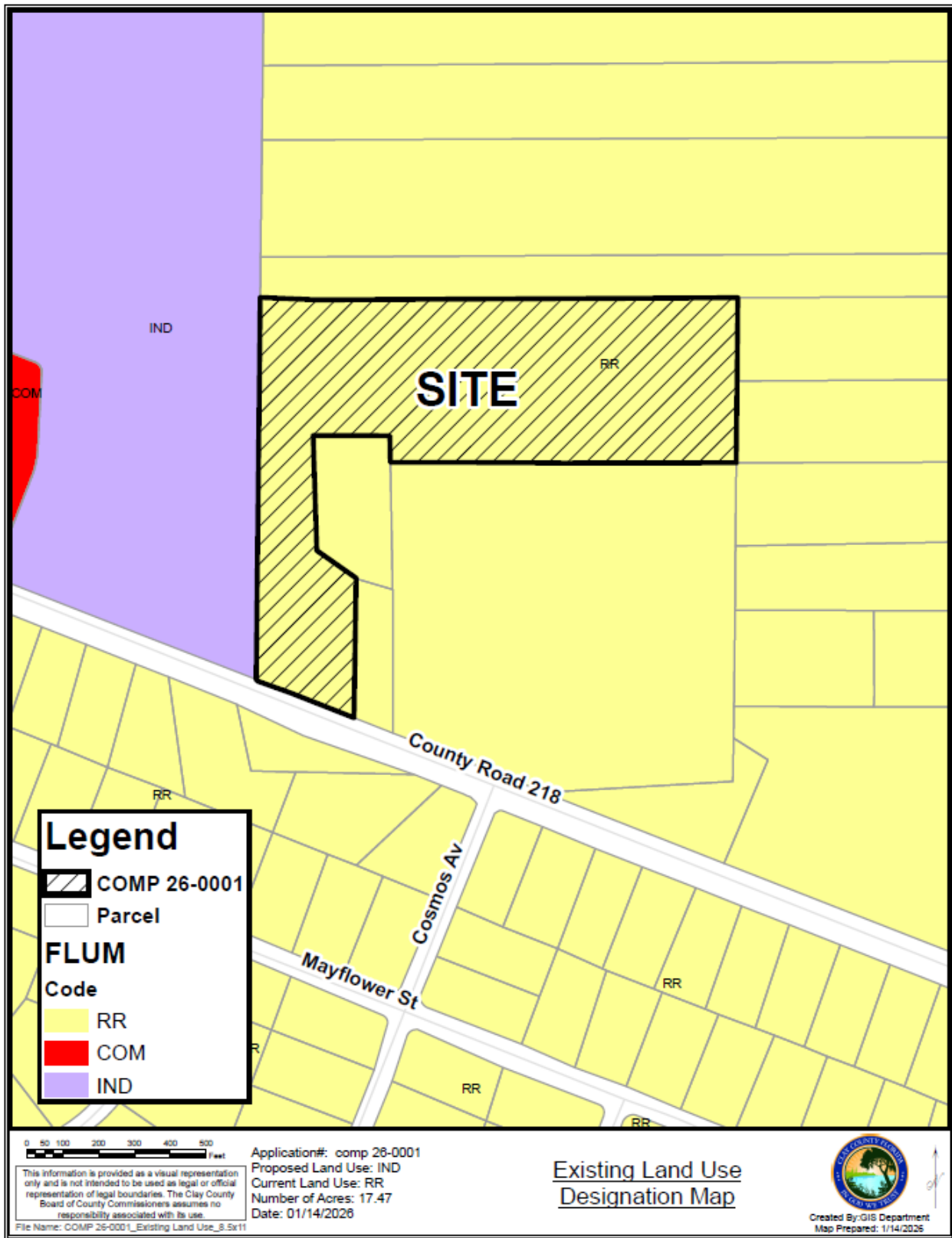


Figure 5 – Proposed Future Land Use Designation Map

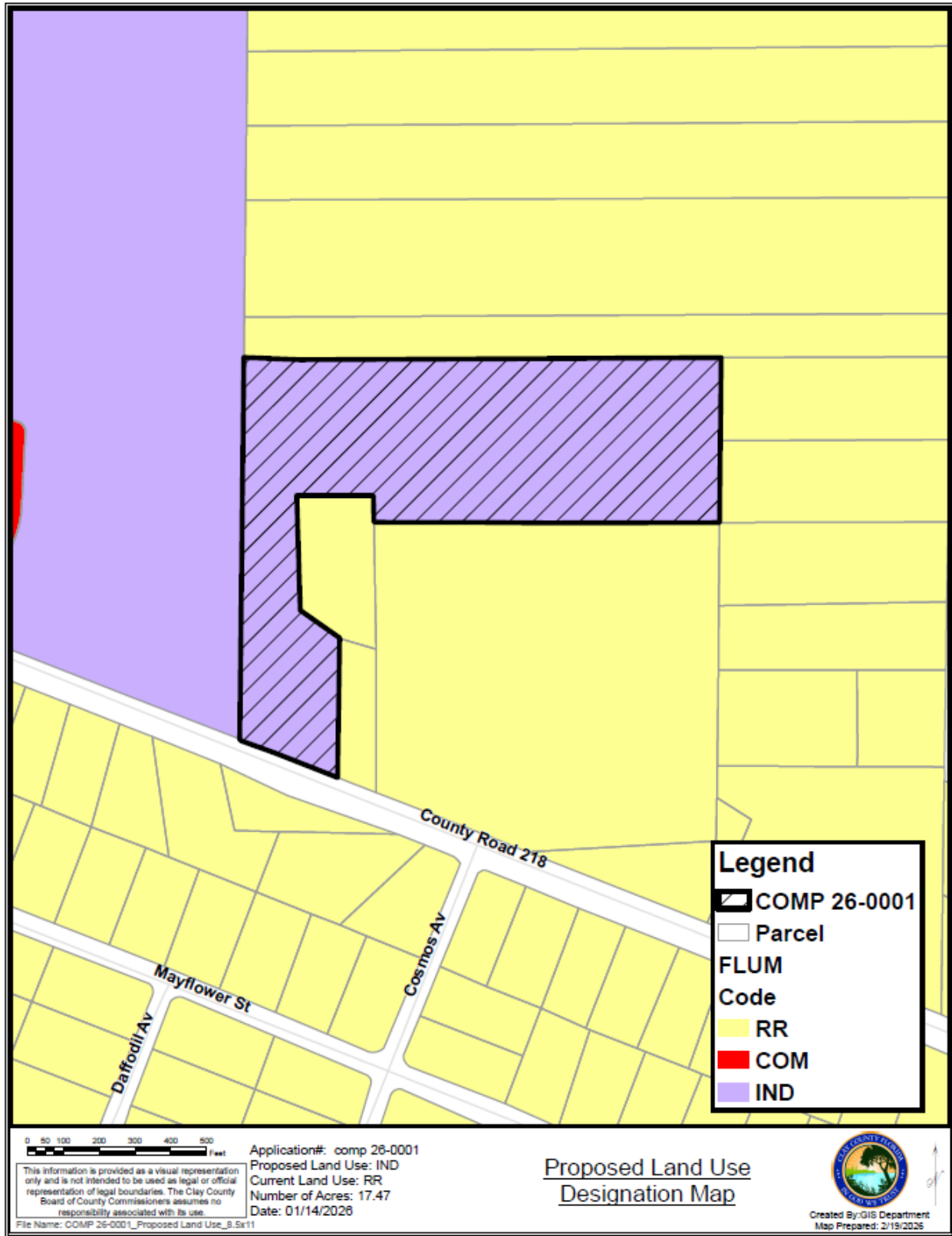
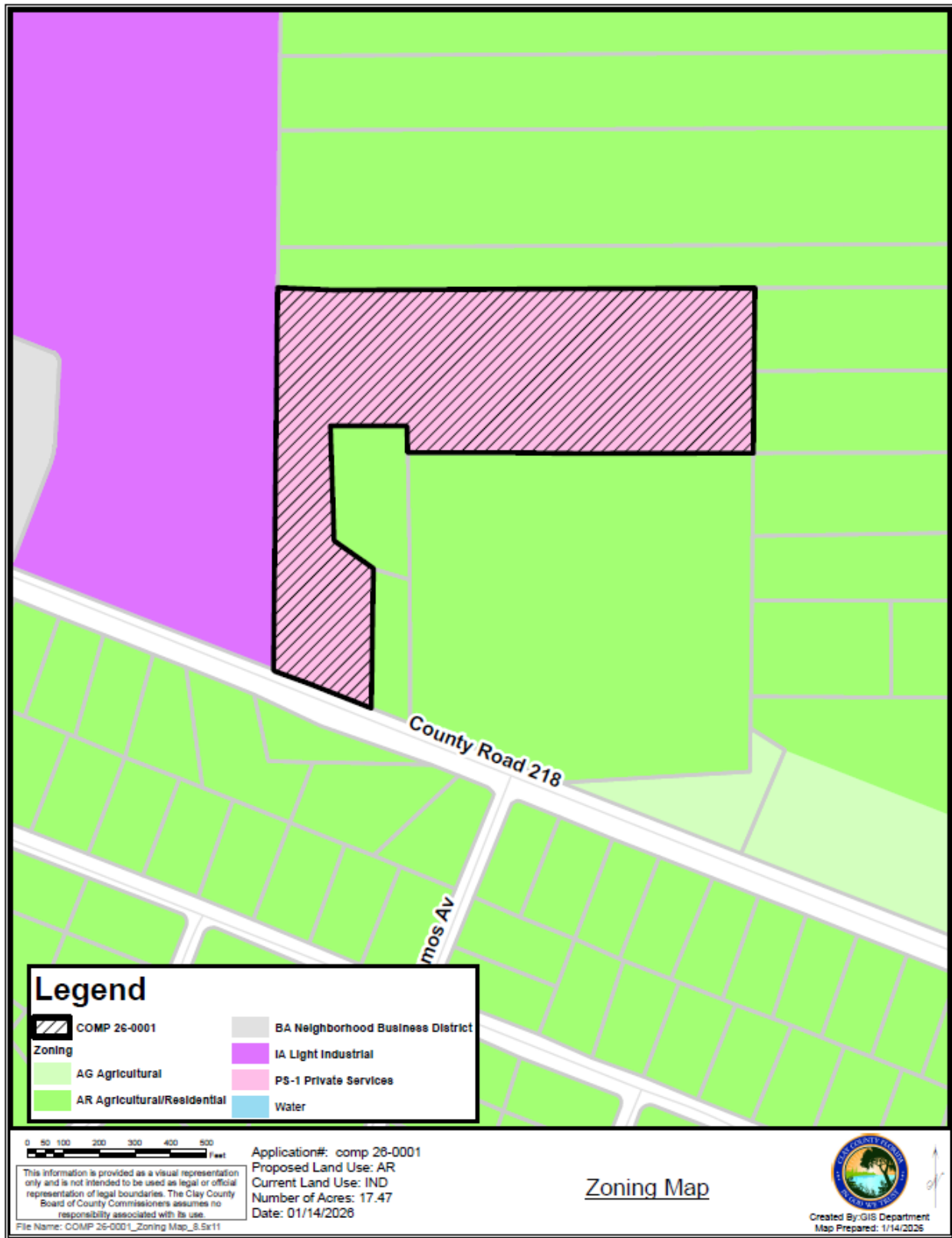


Figure 6 – Zoning Map



35 **Project Impact Summary**

Parcel Number	Acreage	Existing Land Use Category	Existing Maximum Intensity	Proposed Land Use Category	Proposed Maximum Intensity	Net Change in Maximum Density
006410-001-00	17.47	RR	1 unit per 5 net acres	Industrial (IND)	<u>50% FAR</u>	<u>Removes residential use and allows light industrial use</u>

36
 37 The proposed change eliminates the current maximum density of 2 dwelling units on the property and
 38 allows up to 380,496 sq.ft. of light industrial floor area instead.
 39

40 **Availability of Services**

41 Traffic Facilities:

42 The County’s Mobility Fee will apply to any future development of this property.

43 Schools:

44 There are no residential uses associated with this land use change.

45

46 Recreation:

47 There are no residential uses associated with this land use change.

48

49 Water and Wastewater:

50 There is a well and a septic tank available on this parcel however this use does not have a building structure
 51 at this time.

52

53 Stormwater/Drainage:

54 Stormwater management for any new construction will need to meet County and Water Management District
 55 standards.

56

57 Solid Waste:
58 Clay County has existing solid waste capacity to service to the area.

Chesser Island Road Regional Landfill Capacity

Remaining Capacity -----	55,565,151 cubic yards
Daily Tons -----	4,537 tons
Rate of Fill -----	5,041 cubic yards per day
Estimated Fill Date -----	01/04/55
Years Remaining -----	38 years

59 *Source: Environmental Protection Division, Georgia Department of Natural Resources,*
60

61 **Land Suitability:**

62 Soils:
63 See Figure 7.

64 Flood Plain:
65 Development impacts within any floodplain area on the subject parcel will be required to be mitigated. See
66 Figure 8.

67 Topography:
68 The subject parcel is largely level with the exception of a wetland area in the rear of the parcel and multiple
69 mounds that have been created as a result of the piling of vegetation. See Figure 9.

70 Regionally Significant Habitat:
71 There has been a black bear sighting to the southwest of the subject parcel. See Figure 10.

72 Historic Resources:
73 There are no historic resource structures on the subject parcel although a couple of historic structure locations
74 have been mapped to the east of the subject parcel along CR 218. See Figure 11.

75 Compatibility with Military Installations:
76 The subject property is not located near Camp Blanding.

77

78 **Analysis of Surrounding Uses**

79 The proposed future land use amendment would change a single parcel of land (17.47 acres) from RF (Rural
80 Fringe) to COM (Commercial). This change would be in keeping with the existing industrial land to the west
81 of the subject parcel and the nature of the existing use on the subject parcel. The surrounding district
82 designations are shown in the table below:

	Future Land Use	Zoning District
North	Rural Residential (RR)	Agricultural Residential (AR)
South	Rural Residential (RR)	Agricultural Residential (AR)
East	Rural Residential (RR)	Agricultural Residential (AR)
West	Industrial (IND)	Light Industrial (IA)

83

84

Figure 7 – Soil Map

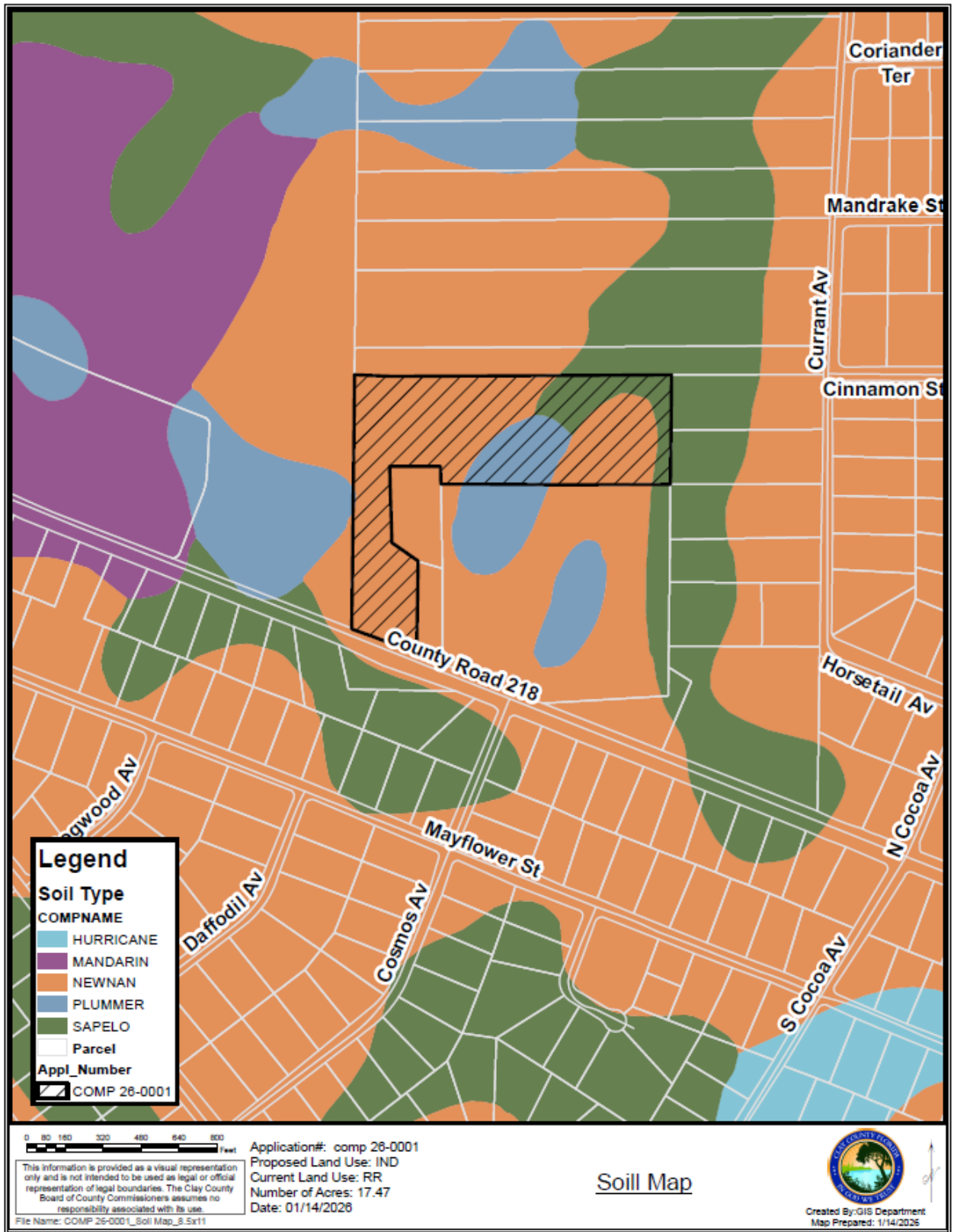


Figure 8 – Flood Zone Map

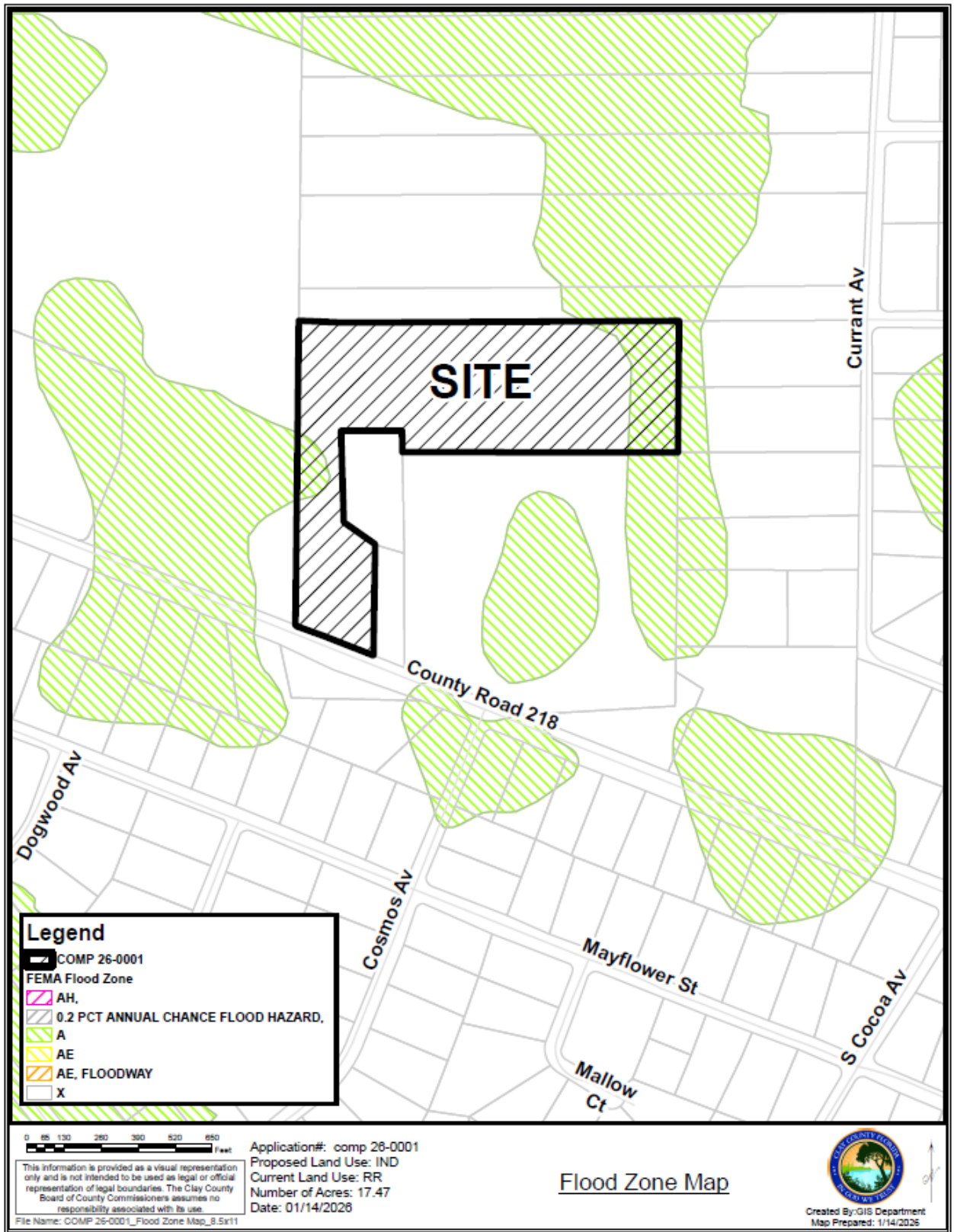


Figure 9 – Topography Map

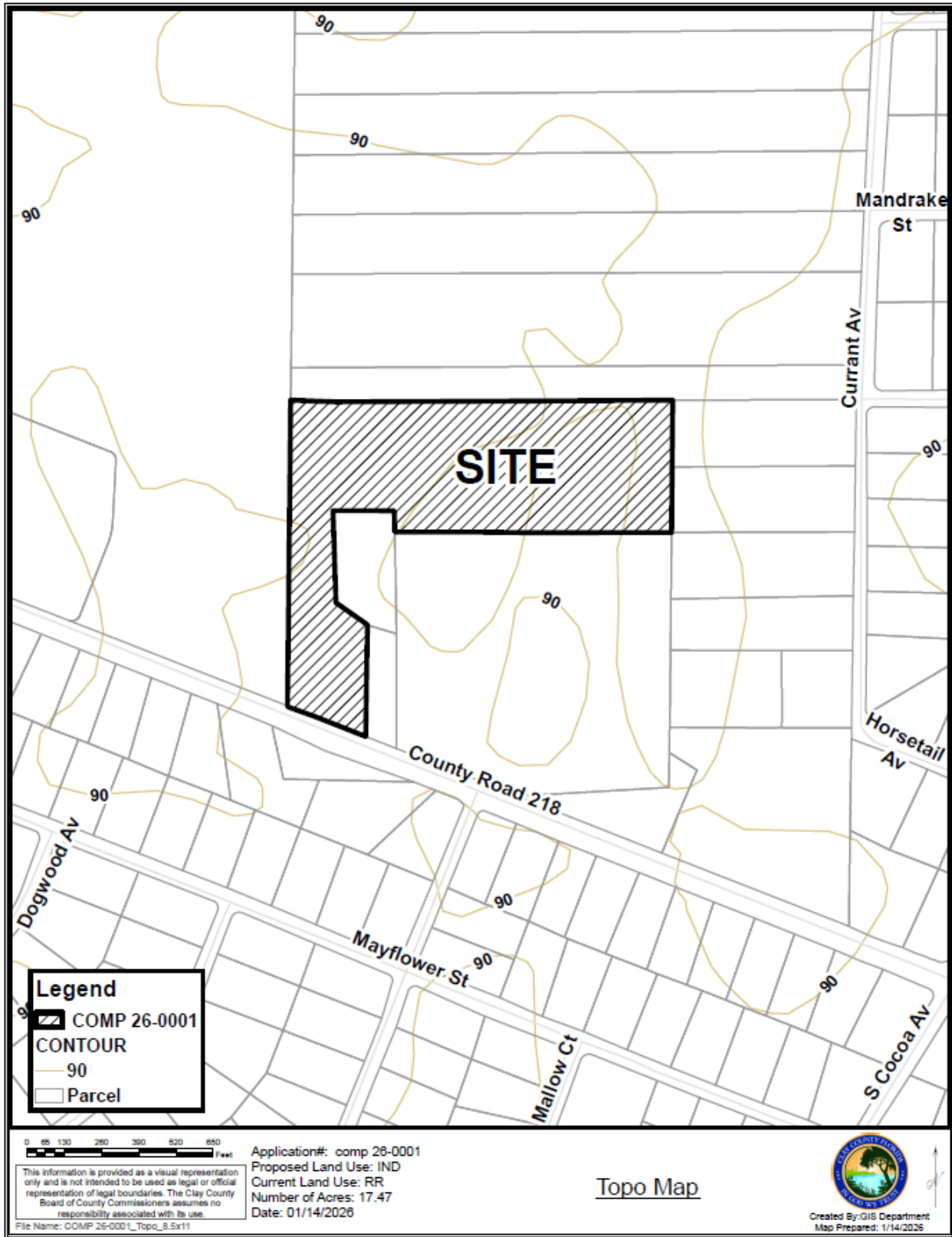


Figure 10 – Habitat Value Map

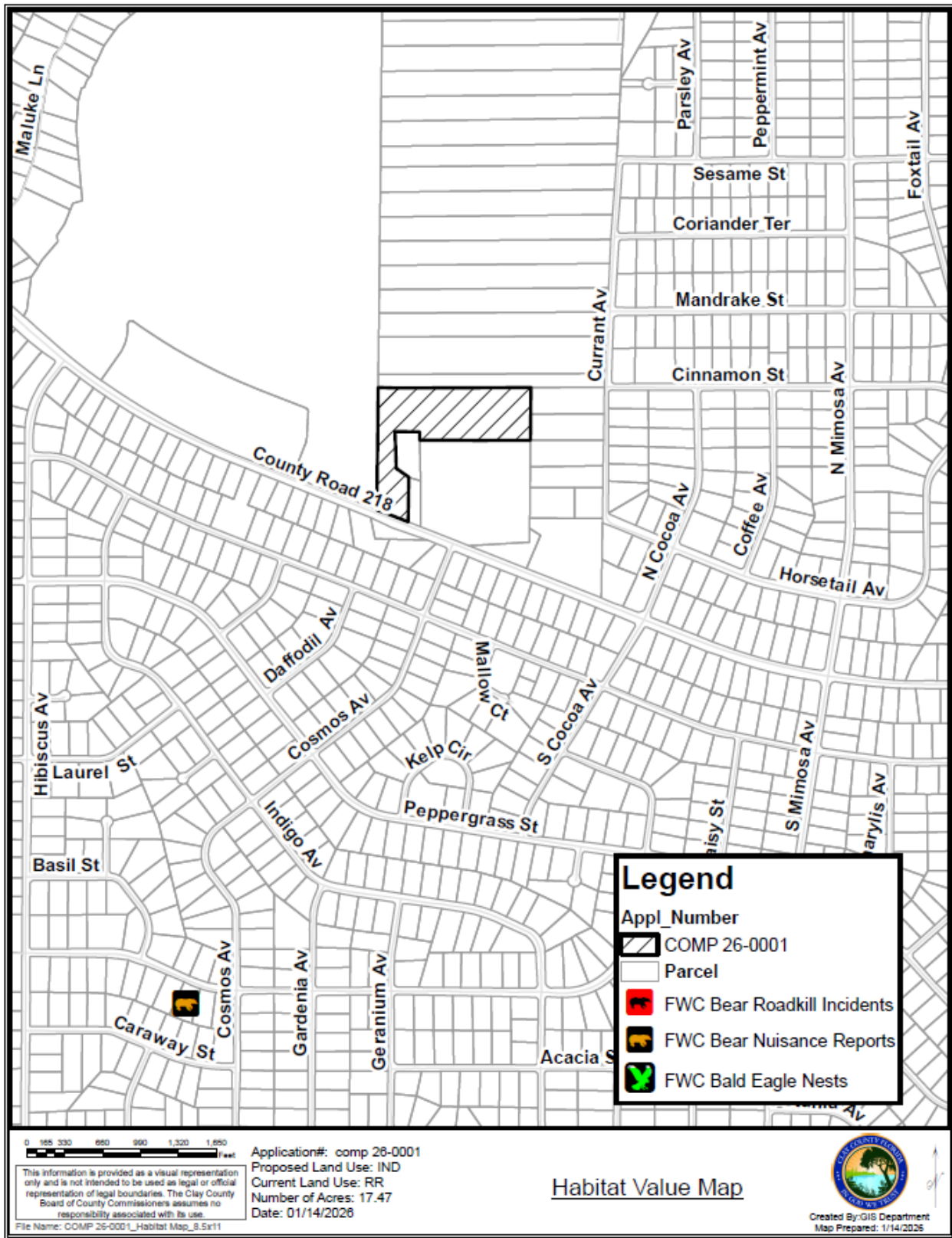
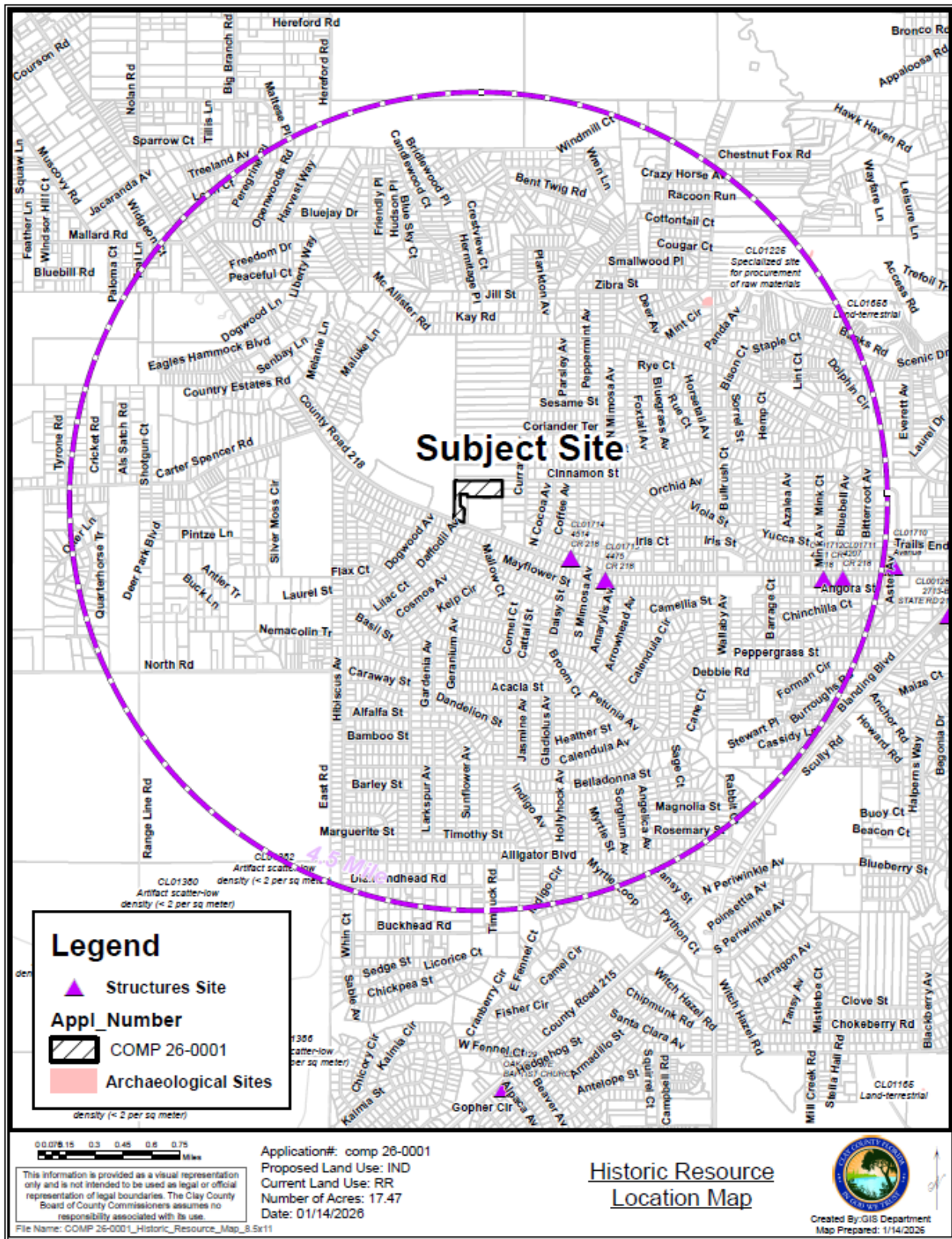


Figure 11 - Historical Resources



95 **Relevant Clay County 2045 Comprehensive Plan Policies**

96 The following Goals/Objective/Policies relate to the proposed Comprehensive Plan Amendment:

97 FLU Policy 1.4.1.3 -- Rural Residential (RR):

98 These areas will serve as a transition between areas with planned urban services,
99 agriculture/residential areas, and environmentally sensitive areas. The new growth in these areas may
100 include central sewer or water systems or other urban level public services if feasible. Rural residential
101 areas will provide a low density residential character.

102
103 Designation of these areas on the Future Land Use Map is based on recognizing a number of existing
104 and future development factors. These include areas with soil conditions suitable for individual wells
105 and septic systems; existing rural subdivisions with little or no infrastructure improvements,
106 including unpaved roads; small farm or recreational and low intensity institutional uses; and areas
107 which are in close proximity to but outside of, planned urban services and are not anticipated to
108 develop at an intensity to require significant urban services within the planning period.

109
110 Allowable residential density under this category shall be one dwelling unit per 5 net acres.
111 Implementation of this land use designation shall occur in accordance with the Land Development
112 Regulations. Some locations in Rural Residential may qualify for a density of one unit per acre, but
113 only if the requirements of tract size, clustering and points in Future Land Use Objective 1.4 and its
114 policies are met.

115 FLU Policy 1.4.1.12 -- Industrial (IND):

116 This designation accommodates the full range of industrial activities. The specific range and intensity for
117 uses appropriate in a particular industrial area varies by location as a function of the availability of public
118 services and access, and compatibility with surrounding uses shown on the Future Land Use Map.
119 Through the zoning review process the use of particular sites or areas may be limited to allowable uses
120 specified and defined by the Land Development Regulations.

121 Floating solar facilities on properties with an Industrial future land use shall be a permitted use on
122 wastewater treatment ponds, abandoned limerock mine areas, stormwater treatment ponds, reclaimed
123 water ponds, and other water storage reservoirs as regulated in the Land Development Code.

124

125 Analysis Regarding Urban Sprawl

126 As required by FS 163.3177, all proposed comprehensive plan amendments are to be analyzed to ensure that
127 urban sprawl and its negative impacts are not promoted. It is the intent of Clay County to discourage the
128 proliferation of Urban Sprawl.

129 **Statutory Indicators of the Promotion of Sprawl:**

130 FS 163.3177(6)(a)9.a - The primary indicators that a plan or plan amendment does not discourage the
131 proliferation of urban sprawl are listed below. The evaluation of the presence of these indicators shall consist
132 of an analysis of the plan or plan amendment within the context of features and characteristics unique to each
133 locality in order to determine whether the plan or plan amendment:

- 134 (I.) *Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as*
135 *low-intensity, low-density, or single-use development or uses.*
- 136 (II.) *Promotes, allows, or designates significant amounts of urban development to occur in rural areas at*
137 *substantial distances from existing urban areas while not using undeveloped lands that are available*
138 *and suitable for development.*
- 139 (III.) *Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns*
140 *generally emanating from existing urban developments.*
- 141 (IV.) *Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native*
142 *vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers,*
143 *shorelines, beaches, bays, estuarine systems, and other significant natural systems.*
- 144 (V.) *Fails to adequately protect adjacent agricultural areas and activities, including silviculture, active*
145 *agricultural and silvicultural activities, passive agricultural activities, and dormant, unique, and prime*
146 *farmlands and soils.*
- 147 (VI.) *Fails to maximize use of existing public facilities and services.*
- 148 (VII.) *Fails to maximize use of future public facilities and services.*
- 149 (VIII.) *Allows for land use patterns or timing which disproportionately increase the cost in time, money, and*
150 *energy of providing and maintaining facilities and services, including roads, potable water, sanitary*
151 *sewer, stormwater management, law enforcement, education, health care, fire and emergency*
152 *response, and general government.*
- 153 (IX.) *Fails to provide a clear separation between rural and urban uses.*
- 154 (X.) *Discourages or inhibits infill development or the redevelopment of existing neighborhoods and*
155 *communities.*
- 156 (XI.) *Fails to encourage a functional mix of uses.*
- 157 (XII.) *Results in poor accessibility among linked or related land uses.*
- 158 (XIII.) *Results in the loss of significant amounts of functional open space.*

159

160 **Statutory Indicators of the Discouragement of Sprawl:**

161 FS 163.3177(6)(a)9.b - The future land use element or plan amendment shall be determined to discourage the
162 proliferation of urban sprawl if it incorporates a development pattern or urban form that achieves four or
163 more of the following:

- 164 (I.) *Directs or locates economic growth and associated land development to geographic areas of the*
165 *community in a manner that does not have an adverse impact on and protects natural resources and*
166 *ecosystems.*
- 167 (II.) *Promotes the efficient and cost-effective provision or extension of public infrastructure and services.*
- 168 (III.) *Promotes walkable and connected communities and provides for compact development and a mix of*
169 *uses at densities and intensities that will support a range of housing choices and a multimodal*
170 *transportation system, including pedestrian, bicycle, and transit, if available.*
- 171 (IV.) *Promotes conservation of water and energy.*
- 172 (V.) *Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime*
173 *farmlands and soils.*
- 174 (VI.) *Preserves open space and natural lands and provides for public open space and recreation needs.*
- 175 (VII.) *Creates a balance of land uses based upon demands of the residential population for the*
176 *nonresidential needs of an area.*
- 177 (VIII.) *Provides uses, densities, and intensities of use and urban form that would remediate an existing or*
178 *planned development pattern in the vicinity that constitutes sprawl or if it provides for an innovative*
179 *development pattern such as transit-oriented developments or new towns as defined in s. 163.3164.*

180 **Staff Analysis regarding Sprawl:**

181 The proposed amendment is a recognition of an existing business use which has a long history of operation
182 on the subject parcel. As such the proposed Future Land Use change does not truly encourage or discourage
183 the proliferation of urban sprawl as defined in Florida Statute 163.3177. The amendment achieves the
184 following four criteria under FS 163.3177(6)(a)9.b:

185 Staff Finding: (I.) The proposed change would expand an existing area of industrial use located on the
186 parcel to the immediate west of the subject site.

187 Staff Finding: (IV.) The existing use has a well and septic system on-site, therefore there is no additional
188 drain on water resources.

189 Staff Finding: (VI.) The existing use does not further impact open space or natural lands.

190 Staff Finding: (VII.) Creates a balance of land uses based upon demands of the residential population for
191 the non-residential needs of an area.

192 **Recommendation**

193 Staff recommend approval of COMP 26-0001.

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, AMENDING THE CLAY COUNTY 2045 COMPREHENSIVE PLAN INITIALLY ADOPTED PURSUANT TO THE REQUIREMENTS OF SECTION 163.3184, FLORIDA STATUTES, UNDER ORDINANCE NO. 2025-10, AS SUBSEQUENTLY AMENDED, IN ORDER TO AMEND THE FUTURE LAND USE MAP TO CHANGE THE FUTURE LAND USE DESIGNATION OF A SINGLE PARCEL OF LAND (TAX PARCEL IDENTIFICATION # 17-05-24-006410-001-00), TOTALING APPROXIMATELY 17.47 ACRES, FROM RURAL RESIDENTIAL (RR) TO INDUSTRIAL (IND); PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, on March 25, 2025, the Board of County Commissioners of Clay County, Florida (the “Board”), adopted Ordinance No. 2025-10, which adopted the Clay County 2045 Comprehensive Plan (the “Plan”); and,

WHEREAS, Section 163.3184, Florida Statutes, outlines the process for the adoption of comprehensive plans or amendments thereto and provides that Section 163.3187, Florida Statutes, may be followed for plan amendments qualifying as small-scale development; and,

WHEREAS, Application COMP 26-0001 requests an amendment to the Plan; and,

WHEREAS, the Board desires to amend the Plan as provided for below.

Be It Ordained by the Board of County Commissioners of Clay County:

Section 1. Clay County Ordinance No. 2025-10, as amended, is amended as provided in Section 2 hereof.

Section 2. The adopted Future Land Use Map of the Plan is hereby amended such that the Future Land Use designation for a single parcel of land (tax parcel identification # 17-05-24-006410-001-00), totaling approximately 17.47 acres, described in Exhibit “A-1”, and depicted in Exhibit “A-2” is hereby changed from Rural Residential (RR) to Industrial (IND).

Section 3. If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

Section 4. The effective date of this Plan amendment shall be 31 days after adoption unless the amendment is challenged pursuant to 163.3187, Florida Statutes. If challenged, the effective date of this amendment shall be the date a final order is issued by the Department of Commerce or the Administration Commission finding the amendment in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this _____ day of May, 2026.

BOARD OF COUNTY COMMISSIONERS
OF CLAY COUNTY, FLORIDA

By: _____
Kristen Burke, Its Chairman

ATTEST:

By: _____
Tara S. Green,
Clay County Clerk of Court and Comptroller
Ex Officio Clerk to the Board

Exhibit "A-1"

Legal Description – Attachment A-3

Parcel "A"

A parcel of land situated in the East One Half (E 1/2) of the Northwest One Quarter (NW 1/4) of the Northeast One Quarter (NE 1/4) of Section 17 Township 5 South, Range 24 East, Clay County, Florida; said parcel being more particularly described as follows:

Commence at a Concrete Monument at the Northeast Corner of Section 17, and run S 89 deg 33 min 11 Sec W, along the North line of said Section 17, a distance of 1814.16 feet to the POINT OF BEGINNING; thence continue S 89 deg 33 min 11 Sec W, along said North line 165.0 feet to the Northwest corner of said E 1/2, thence, run S 00 deg 02 min 23 sec E, along the West line of said E 1/2 a distance of 1030.80 feet more or less to an iron pipe on the Northerly Right of Way line of County Road No. C-218; thence run S 68 deg 36 min 07 sec E, along said Right of Way line 300.26 feet to an iron Pipe on the West line of those lands as described in Official Records Book 938, Page 154 of the Public Records of said County; thence run Northerly along said West line with the following courses and distances: N 00 deg 02 min 23 sec W, 380.47 feet to an iron Pipe; N 68 deg 36 min 07 sec W, 123.00 feet to an iron pipe; N 00 deg 02 min 23 sec W 716.29 feet to the POINT OF BEGINNING.

Parcel "B"

A parcel of land situated in the East One Half (E 1/2) of the Northwest One Quarter (NW 1/4) of the Northeast 1/4 (NE 1/4) and West One Half (W 1/2) of the Northeast One Quarter (NE 1/4) of the Northeast One Quarter (NE 1/4) of Section 17, Township 5 South, Range 24 East, Clay County, Florida; said Parcel being more particularly described as follows:

Commence at a Concrete Monument at the Northeast Corner of Section 17, and run S 89 deg 33 min 11 sec W, along the North line of said Section 17, a distance of 1122.52 feet to the POINT OF BEGINNING; thence continue S 89 deg 33 min 11 sec W, along said North line 691.64 feet to the Northeast corner of the West 165.0 feet of said E 1/2 of the NW 1/4 of the NE 1/4; thence run S 00 deg 02 min 23 sec E, along the East line of said West 165.00 feet, a distance of 379.61 feet to an iron pipe on the North line of those lands as described in Official Records Book 938 page 154 of the Public Records of said County thence run N 89 deg 57 min 37 sec E, along said North line, 228.98 feet to an iron pipe at the Northeast Corner of the aforesaid lands; thence run S 00 deg 02 min 23 sec W, along the East line of the aforesaid lands 89.41 feet; thence run N 89 deg 33 min 11 sec E, 462.84 feet; thence run N 00 deg 03 min 50 sec W, parallel to the East line of said W 1/2 of the NE 1/4 of the NE 1/4, a distance of 470.66 feet to the POINT OF BEGINNING.

Parcel "C"

A parcel of land situated in the West One Half (W 1/2) of the Northeast One Quarter (NE 1/4) of the Northeast 1/4 (NE 1/4) of Section 17, Township 5 South, Range 24 East, Clay County, Florida; said Parcel being more particularly described as follows:

Commence at a Concrete Monument at the Northeast Corner of Section 17 and run S 89 deg 33 min 11 sec W, along the North line of said Section 17 a distance of 859.72 feet to the Northeast corner of said W 1/2 of the NE 1/4 of the NE 1/4 and the POINT OF BEGINNING; thence continue S 89 deg 33 min 11 Sec W, along said North line, 462.80 feet; thence run S 00 deg 03 min 50 sec E, parallel to the East line of said W 1/2, a distance of 470.66 feet; thence run N 89 deg 33 min 11 sec E, 462.80 feet to a point on said East line; thence run N 00 deg 03 min 50 sec W, along said East line 470.66 feet to the POINT OF BEGINNING.

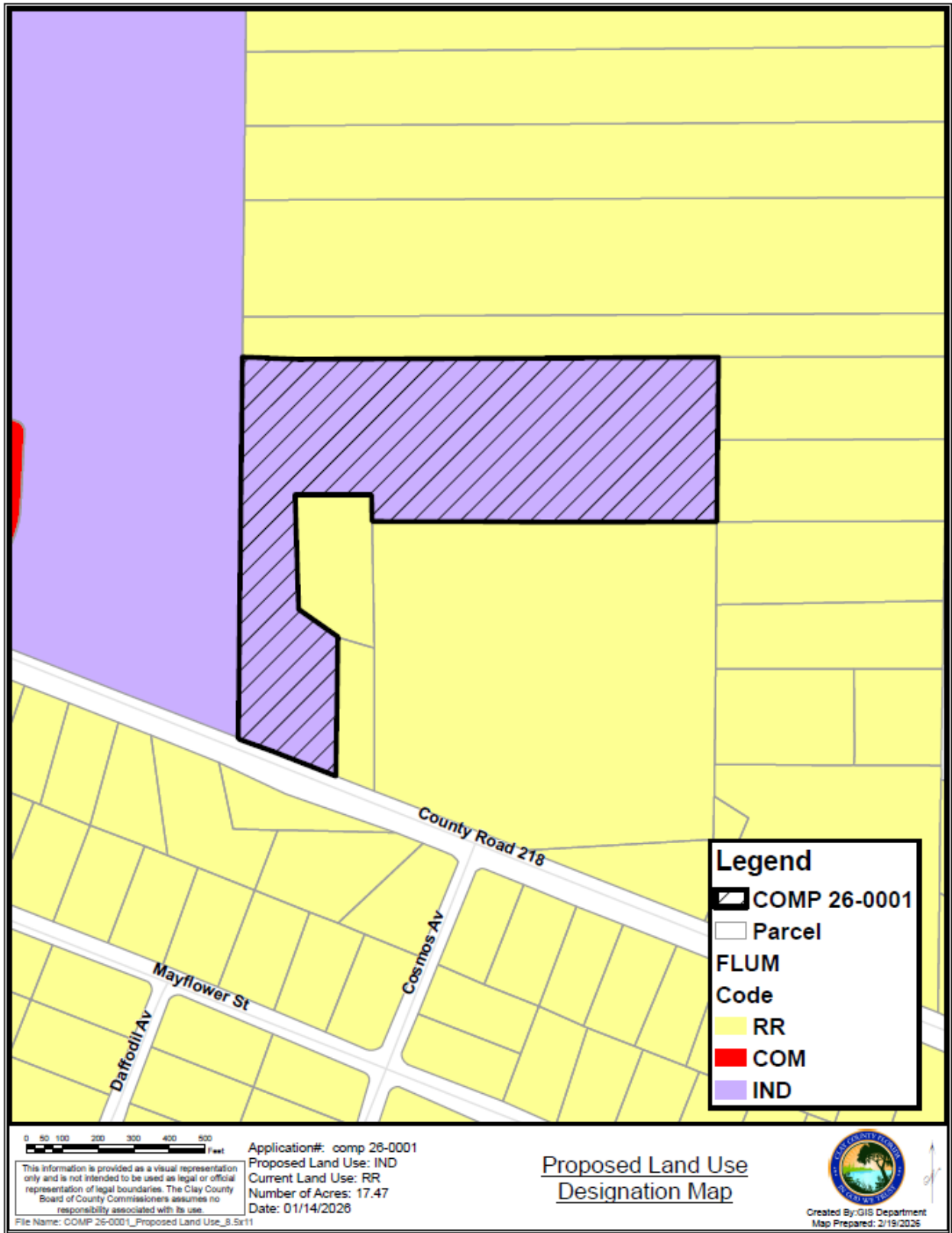
Easement

Subject to and together with:

An easement for Ingress, Egress, Access and Utilities situated in the East One Half (E 1/2) of the Northwest One Quarter (NW 1/4) of the Northeast One Quarter (NE 1/4) and in the West One Half (W1/2) of the Northeast One Quarter (NE 1/4) of the Northeast One Quarter (NE 1/4) of Section 17, Township 5 South, Range 24 East; Clay County, Florida; said easement lying 20 feet right of the following described line:

Begin at an iron pipe at the intersection of the Northerly Right of Way line of County Road No. C-218 and the west line of said E 1/2 of the NW 1/4 of the NE 1/4 and run North along said West line 1030.00 feet more or less to an iron pipe on the North line of said Section 17; thence run N 89 deg 33 min 11 sec E, along said North line 875.00 feet to the end of said easement.

Exhibit "A-2"





1 **Staff Report and Recommendations for PUD 26-0002**

2

3 **Copies of the application are available at the Clay County**
4 **Administration Office, 3rd floor, located at 477 Houston Street Green Cove Springs, FL 32043**

5

6 **Owner / Applicant Information:**

Owner: WRR of Clay County, LLC.
Agent: Josh Cockrell (The StellaRea Group)

7

8 **Property Information**

Parcel ID: 17-05-24-006410-001-00	Parcel Address: 4640 CR 218 Middleburg, FL 32068
Current Zoning: Private Services District (PS-1)	Current Land Use: Rural Residential (RR)
Proposed Zoning: Planned Industrial Development (PID)	Total Acres: 17.47 +/- acres
	Acres affected by Zoning change: 17.47 +/- acres
Commission District: 4, Comm. Condon	Planning District: Middleburg/Clay Hill

9

10 **Introduction:**

11 This application is a Rezoning of a single parcel of land from Private Services (PS-1) to Planned Industrial
12 Development (PID).

13

14 The subject parcel is located at 4640 County Road 218 in Middleburg. The property has been operating as a
15 mulching facility for many years but lacks the appropriate land use and zoning for the business. The owner
16 intends to expand the use to the rear portions of the parcel and add 3 buildings totaling 22,500 sq.ft.

17

18 A companion Future Land Use change from Rural Residential (RR) to Industrial (IND) precedes this
19 rezoning.

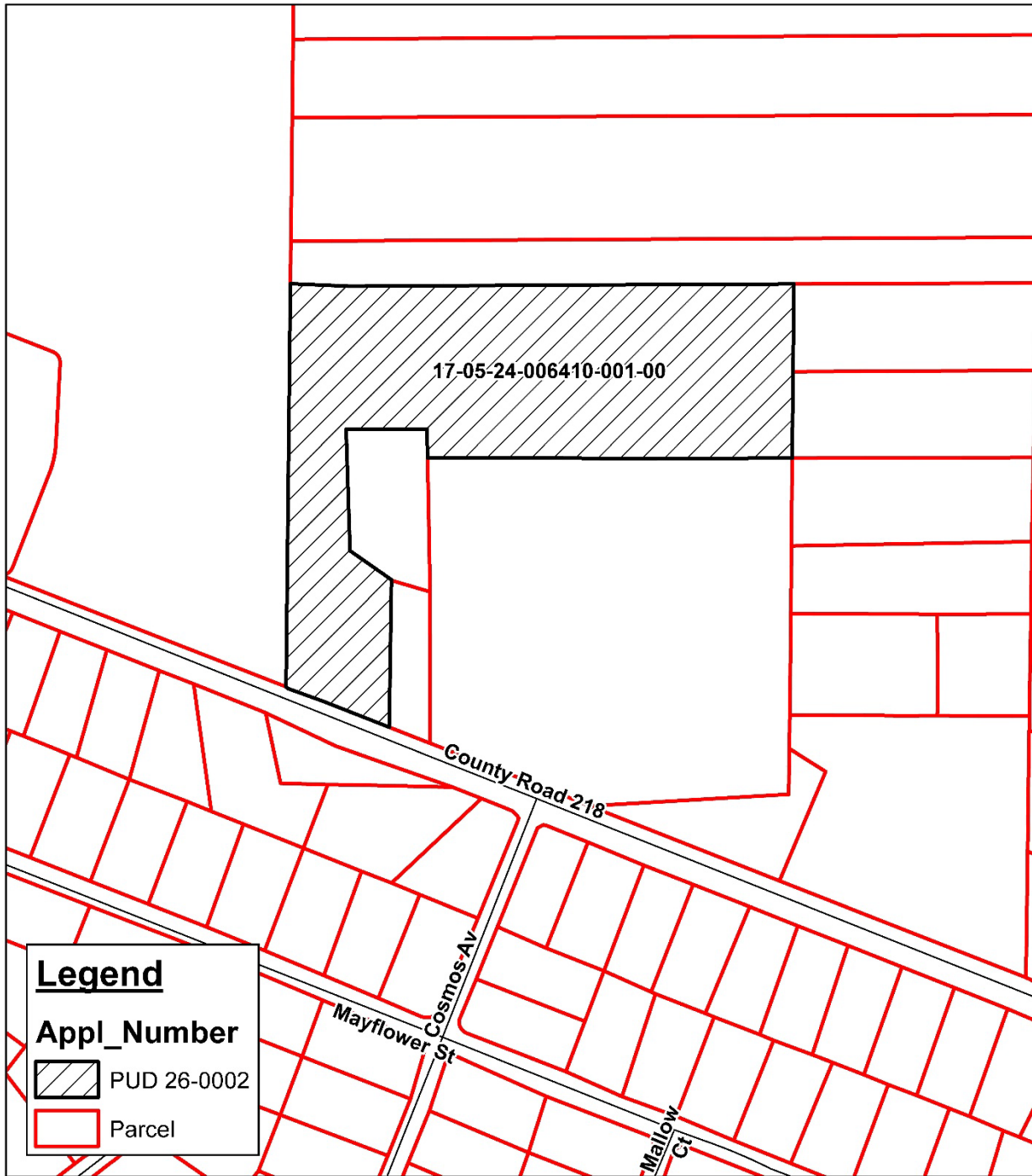
20

21

Figure 1 – Location Map



Figure 2 – Parcel Map



Legend

Appl_Number

-  PUD 26-0002
-  Parcel

**Rezoning: PUD 26-0002
Parcel Map**

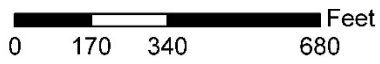
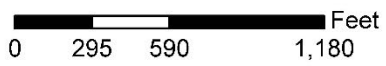
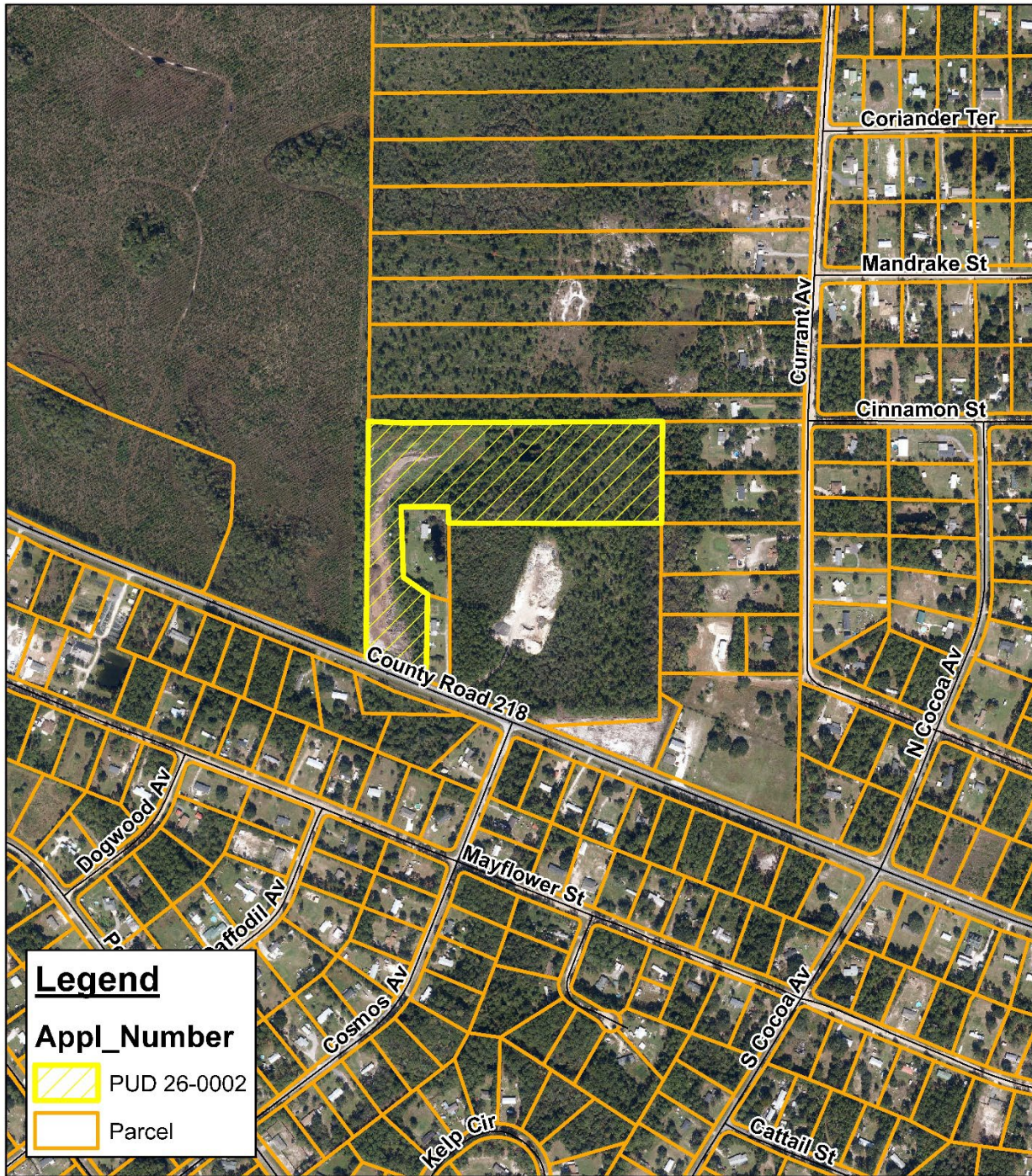


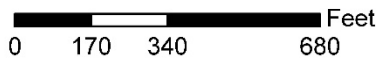
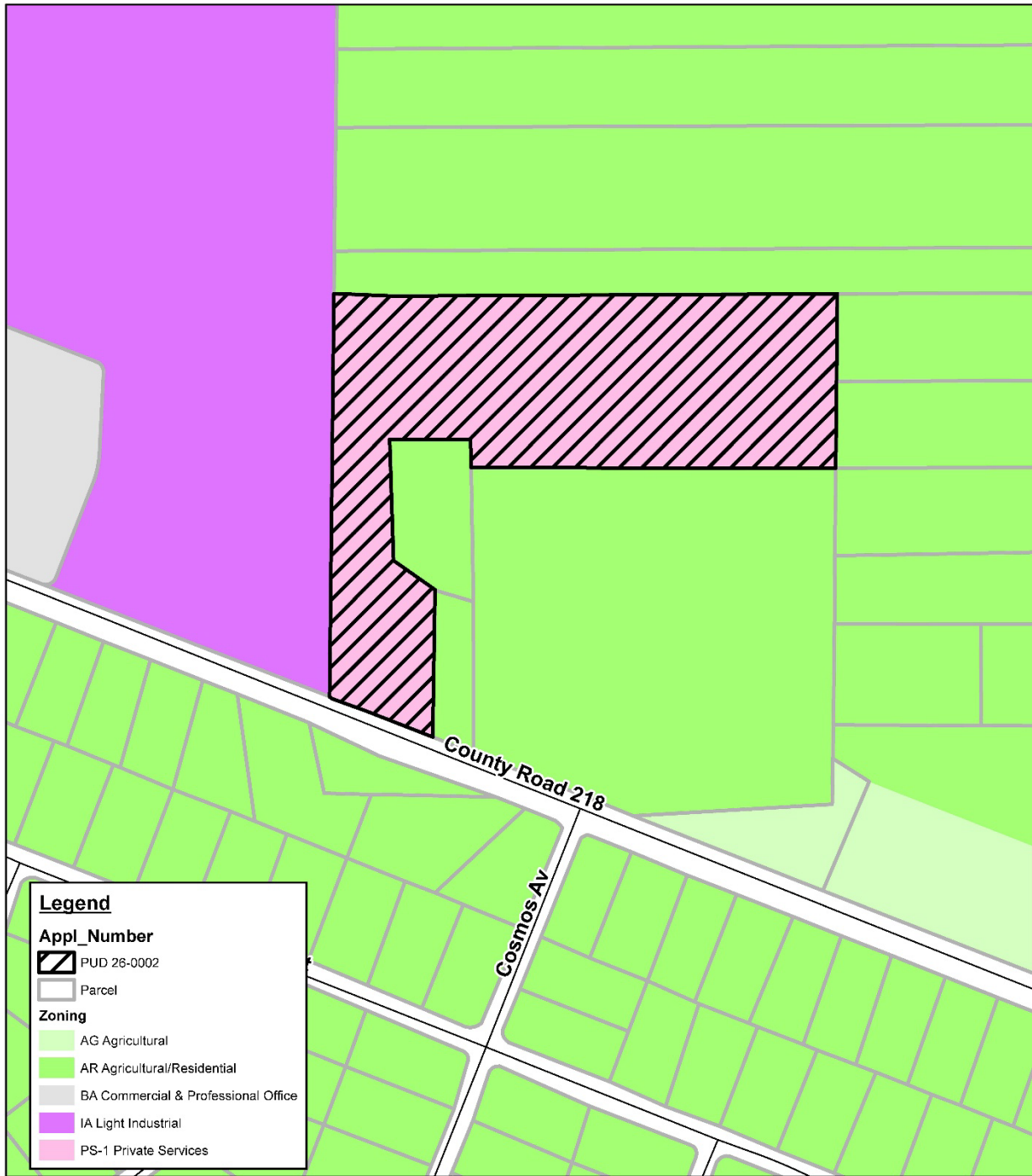
Figure 3 – Aerial Photo



**Rezoning: PUD 26-0002
from PS-1 to PID**



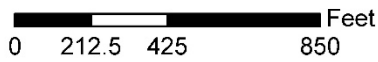
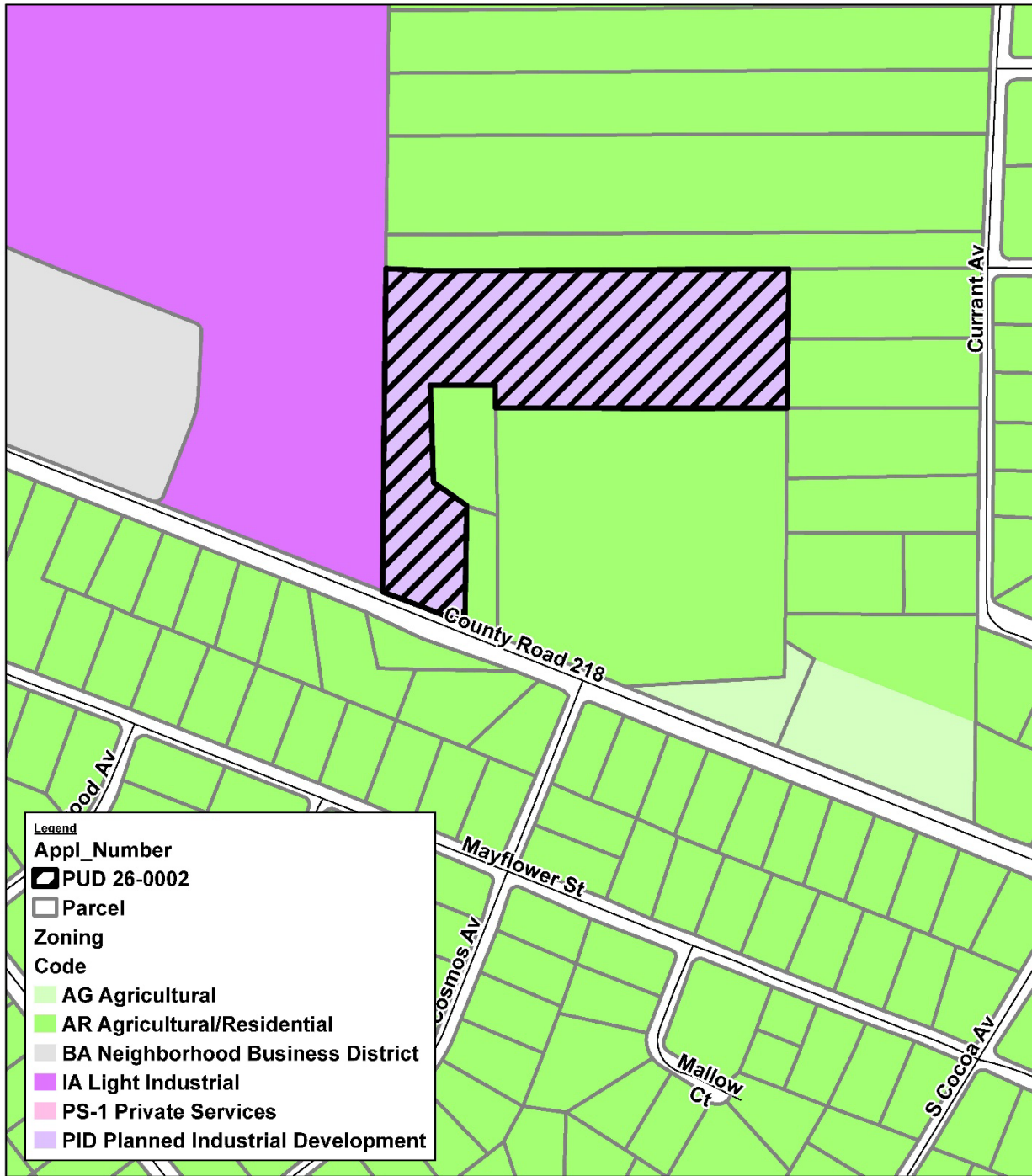
Figure 3 – Existing Zoning Map



Existing Zoning
Rezoning: PUD 26-0002
from PS-1 to PID



Figure 4 – Proposed Zoning Map



**Proposed Zoning
Rezoning: PUD 26-0002
from PS-1 to PID**



34 **Relevant Clay County 2045 Comprehensive Plan Policies**

35 The following Goals/Objective/Policies support the proposed Rezoning Amendment to the Code:

36 FLU Policy 1.4.1.3 -- Rural Residential (RR):

37 These areas will serve as a transition between areas with planned urban services,
38 agriculture/residential areas, and environmentally sensitive areas. The new growth in these areas may
39 include central sewer or water systems or other urban level public services if feasible. Rural residential
40 areas will provide a low density residential character.

41
42 Designation of these areas on the Future Land Use Map is based on recognizing a number of existing
43 and future development factors. These include areas with soil conditions suitable for individual wells
44 and septic systems; existing rural subdivisions with little or no infrastructure improvements,
45 including unpaved roads; small farm or recreational and low intensity institutional uses; and areas
46 which are in close proximity to but outside of, planned urban services and are not anticipated to
47 develop at an intensity to require significant urban services within the planning period.

48
49 Allowable residential density under this category shall be one dwelling unit per 5 net acres.
50 Implementation of this land use designation shall occur in accordance with the Land Development
51 Regulations. Some locations in Rural Residential may qualify for a density of one unit per acre, but
52 only if the requirements of tract size, clustering and points in Future Land Use Objective 1.4 and its
53 policies are met.

54 FLU Policy 1.4.1.12 -- Industrial (IND):

55 This designation accommodates the full range of industrial activities. The specific range and intensity for
56 uses appropriate in a particular industrial area varies by location as a function of the availability of public
57 services and access, and compatibility with surrounding uses shown on the Future Land Use Map.
58 Through the zoning review process the use of particular sites or areas may be limited to allowable uses
59 specified and defined by the Land Development Regulations.

60 Floating solar facilities on properties with an Industrial future land use shall be a permitted use on
61 wastewater treatment ponds, abandoned limerock mine areas, stormwater treatment ponds, reclaimed
62 water ponds, and other water storage reservoirs as regulated in the Land Development Code.

63

64 **Analysis of Proposed Rezoning Amendment**

65 In reviewing the proposed application for Rezoning, the following criteria may be considered along with
66 such other matters as may be appropriate to the particular application:

67
68 (a) Whether the proposed change will create an isolated district unrelated to or incompatible with
69 adjacent and nearby districts;

70 Staff Finding: Although undeveloped at this time, the adjacent parcel to the west has a light industrial
71 zoning district designation. The current use on the subject parcel is a yard waste recycling business which
72 creates mulch.

73 (b) Whether the district boundaries are illogically drawn in relation to the existing conditions on the
74 real property proposed for change;

75 Staff Finding: The existing district boundaries are illogically drawn. They reflect an intended use for the
76 subject parcel that did not come to pass.

77 (c) Whether the conditions which existed at the time the real property was originally zoned have
78 changed or are changing, and, to maintain consistency with the Plan, favor the adoption of the proposed
79 Rezoning;

80 Staff Finding: The parcel was never developed with the PS-1 use it was previously zoned to allow. To
81 maintain consistency with the Plan, it is advisable to rezone the parcel to one which supports the existing
82 use on the property.

83 (d) Whether the affected real property cannot be used in accordance with existing zoning;

84 Staff Finding: The parcel cannot be used by the current owner under the existing PS-1 zoning district
85 uses.

86 (e) Whether the proposed Rezoning application is compatible with and furthers the County's stated
87 objectives and policies of the Plan;

88 Staff Finding: The proposed rezoning is compatible with the Comprehensive Plan as it makes the existing
89 use possible on the parcel and is consistent with the proposed Industrial Future Land Use designation.

90 (f) Whether maintenance of the existing zoning classification for the proposed Rezoning serves a
91 legitimate public purpose;

92 Staff Finding: There is no public purpose served by maintaining the existing PS-1 zoning.

93 (g) Whether maintenance of the status quo is no longer reasonable when the proposed Rezoning is
94 inconsistent with surrounding land use;

95 Staff Finding: Maintaining the PS-1 zoning is not a reasonable course in this location as it inhibits the
96 owner's use of the parcel.

97 (h) Whether there is an inadequate supply of sites in the County for the proposed intensity or density
98 within the district already permitting such intensity or density.

99 Staff Finding: There is a limited amount of industrially zoned land within the County.

100

101 The proposed rezoning would change the subject parcel from Private Services (PS-1) to Planned Industrial
102 Development (PID). This change would be in keeping with the existing industrial land to the west of the
103 subject parcel and the nature of the existing use on the subject parcel. The surrounding district designations
104 are shown in the table below:

	Future Land Use	Zoning District
North	Rural Residential (RR)	Agricultural Residential (AR)
South	Rural Residential (RR)	Agricultural Residential (AR)
East	Rural Residential (RR)	Agricultural Residential (AR)
West	Industrial (IND)	Light Industrial (IA)

105

106 PS-1 ZONING DISTRICT

107 This zoning district was established to provide adequate land for the private sector providing religious
108 services and educational facilities. This district includes the following permitted uses: churches,
109 Synagogues and Temples, Private Schools, Preschools, Day Care Centers and Seminaries. Public
110 Educational Facilities are included as a Conditional Use.

111

112 PID SITE PLAN

113 The Site Plan for the PID includes three 7,500 sq.ft. warehouse structures and identifies locations of
114 existing and proposed expansion of debris and mulch piles. A 20-foot gravel drive would encircle the
115 parcel, set back behind a 50-foot landscape buffer with a 6-foot-high berm where adjacent to residentially
116 zoned property and 20 feet from the industrially zoned parcel on the west side.

117 The required landscape buffer along the CR 218 frontage would include a 6-foot privacy fence. The
118 existing well and septic systems may be required to be relocated as both appear to be located under the
119 proposed gravel internal roadway.

120

121 PID WRITTEN STATEMENT

122 Permitted Uses - The Written Statement for the PID includes the following categories of permitted uses:

- 123 • All permitted uses found in the Industrial Select (IS) zoning district.
- 124
- 125 • Land Clearing Debris Off-Site Disposal Facility as a permitted use. It should be noted that this use is
- 126 a Conditional Use in all other zoning districts.
- 127
- 128 • All permitted uses found in the Light Industrial (IA) zoning district.

129 Conditional Uses - The Written Statement for the PID includes the same list of Conditional Uses and

130 Accessory Uses/Structures as are allowed in the Light Industrial (IA) zoning district.

131

132 PID ZONING DISTRICT

133 It is the intent of the Planned Industrial Development (PID) district to “encourage the development of

134 land as planned industrial sites; encourage flexible and creative concepts of site planning; accomplish a

135 more desirable environment than would be possible through the strict application of the minimum

136 requirements of conventional industrial zoning districts and to provide a stable environment and use

137 which is compatible with the character of surrounding areas.”

138 While all the uses in the IS, IA and IB zoning districts are allowed in a PID, not all uses allowed in each

139 district are appropriate when adjacent to residentially zoned property.

- 140 • Industrial Select (IS) zoning - This district is intended for locations which are not feasible for some
- 141 light or heavy industrial development because of proximity to residential areas. Most of these uses are
- 142 well suited to the subject parcel given that it is bordered on 3 sides by Agricultural/Residential (AR)
- 143 zoning.
- 144
- 145 • Light Industrial (IA) zoning - This district is intended for industrial activities of a light manufacturing
- 146 and wholesaling nature and therefore not all uses are appropriate for this site.

147 The PID district regulations provides a list of uses which may be listed in a PID as a Conditional Use

148 subject to Sec. 20.3-5. This list includes “Land Clearing Debris Off-Site Disposal Facility”. It is therefore

149 inappropriate for this use to be listed as a permitted use in the Written Statement for this PID. The use

150 should be moved to the list of Conditional Uses.

151 **Recommendation to Planning Commission on May 5, 2026**

152 It is staff's recommendation that the Written Statement be amended to limit the permitted uses to either:

153 the recycling use currently operating on the parcel or to those permitted uses listed under the IS zoning

154 district, and to change “Land Clearing Debris Off-Site Disposal Facility” from a Permitted Use to a

155 Conditional Use.

156 Staff recommend approval of PUD 26-0002 with the changes noted above.

157 **Recommendation to the Board of County Commissioners**

158 On May 5, 2026, the Planning Commission voted 6-0 to recommend approval of this item with the
159 following changes:

- 160 • The list of permitted uses should be amended to those listed as permitted in the Light Industrial
161 (IA) zoning district.
- 162 • The list of Conditional Uses should include Land Clearing Debris Off-Site Disposal Facility,
163 subject to Art. III, Sec. 3-5.

164 Staff recommend approval of PUD 26-0002 with the changes recommended by the Planning
165 Commission.

166

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY FLORIDA, PURSUANT TO ARTICLE III OF THE CLAY COUNTY LAND DEVELOPMENT CODE, KNOWN AS THE ZONING AND LAND USE LDRS ADOPTED PURSUANT TO ORDINANCE 93-16, AS AMENDED, PROVIDING FOR THE REZONING OF A SINGLE PARCEL OF LAND (TAX PARCEL IDENTIFICATION # 17-05-24-006410-001-00), TOTALING APPROXIMATELY 17.47 ACRES, FROM ITS PRESENT ZONING CLASSIFICATION OF PRIVATE SERVICES DISTRICT (PS-1) TO PLANNED INDUSTRIAL DEVELOPMENT DISTRICT (PID); PROVIDING A DESCRIPTION; PROVIDING AN EFFECTIVE DATE.

Be It Ordained by the Board of County Commissioners of Clay County:

Section 1. Application PUD 26-0002 seeks to rezone a single parcel of land (tax parcel identification # 17-05-24-006410-001-00) (the Property), described in Exhibit “A-1”, and depicted in Exhibit “A-2”.

Section 2. The Board of County Commissioners approves the rezoning request. The zoning classification of the Property is hereby changed from Private Services District (PS-1) to Planned Industrial Development District (PID), subject to the conditions outlined in the Written Statement attached as Exhibit “B-1” and the Site Plan attached as Exhibit “B-2”.

Section 3. Nothing herein contained shall be deemed to impose conditions, limitations or requirements not applicable to all other land in the zoning district wherein said lands are located.

Section 4. The Building Department is authorized to issue construction permits allowed by zoning classification as rezoned hereby.

Section 5. This Ordinance shall become effective upon the Ordinance adopting the comprehensive plan amendment requested in Application COMP 26-0001 becoming effective.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this _____ day of May, 2026.

BOARD OF COUNTY COMMISSIONERS
OF CLAY COUNTY, FLORIDA

By: _____
Kristen Burke, Chairman

ATTEST:

By: _____
Tara S. Green,
Clay County Clerk of Court and Comptroller
Ex Officio Clerk to the Board

Exhibit "A-1"

Legal Description – Attachment A-3

Parcel "A"

A parcel of land situated in the East One Half (E 1/2) of the Northwest One Quarter (NW 1/4) of the Northeast One Quarter (NE 1/4) of Section 17, Township 5 South, Range 24 East, Clay County, Florida, said parcel being more particularly described as follows:

Commence at a Concrete Monument at the Northeast Corner of Section 17, and run S 89 deg 33 min 11 Sec W, along the North line of said Section 17, a distance of 1194.16 feet to the POINT OF BEGINNING; thence continue S 89 deg 33 min 11 Sec W, along said North line 165.0 feet to the Northwest corner of said E 1/2; thence run S 00 deg 02 min 23 sec E, along the West line of said E 1/2 a distance of 1030.80 feet more or less to an iron pipe on the Northern Right of Way line of County Road No. C-218; thence run S 68 deg 36 min 07 sec E, along said Right of Way line 300.26 feet to an iron pipe on the West line of these lands as described in Official Records Book 938, Page 154 of the Public Records of said County; thence run Northern along said West line with the following courses and distances: N 00 deg 02 min 23 sec W, 380.47 feet to an iron pipe; N 68 deg 36 min 07 sec W, 193.00 feet to an iron pipe; N 00 deg 02 min 23 sec W, 716.29 feet to the POINT OF BEGINNING.

Parcel "B"

A parcel of land situated in the East One Half (E 1/2) of the Northwest One Quarter (NW 1/4) of the Northeast 1/4 (NE 1/4) and West One Half (W 1/2) of the Northeast One Quarter (NE 1/4) of the Northeast One Quarter (NE 1/4) of Section 17, Township 5 South, Range 24 East, Clay County, Florida, said Parcel being more particularly described as follows:

Commence at a Concrete Monument at the Northeast Corner of Section 17, and run S 89 deg 33 min 11 sec W, along the North line of said Section 17, a distance of 1122.52 feet to the POINT OF BEGINNING; thence continue S 89 deg 33 min 11 sec W, along said North line 891.06 feet to the Northeast corner of the West 165.0 feet of said E 1/2 of the NW 1/4 of the NE 1/4; thence run S 00 deg 02 min 23 sec E, along the East line of said West 165.0 feet, a distance of 373.81 feet to an iron pipe on the North line of these lands as described in Official Records Book 938 page 154 of the Public Records of said County; thence run N 89 deg 57 min 27 sec E, along said North line, 226.98 feet to an iron pipe at the Northeast Corner of the aforesaid lands; thence run S 20 deg 02 min 25 sec W, along the East line of the aforesaid lands 89.47 feet; thence run N 88 deg 20 min 11 sec E, 462.84 feet; thence run N 00 deg 03 min 50 sec W, parallel to the East line of said W 1/2 of the NE 1/4 of the NE 1/4, a distance of 470.86 feet to the POINT OF BEGINNING.

Parcel "C"

A parcel of land situated in the West One Half (W 1/2) of the Northeast One Quarter (NE 1/4) of the Northeast 1/4 (NE 1/4) of Section 17, Township 5 South, Range 24 East, Clay County, Florida, said Parcel being more particularly described as follows:

Commence at a Concrete Monument at the Northeast Corner of Section 17 and run S 89 deg 33 min 11 sec W, along the North line of said Section 17 a distance of 898.72 feet to the Northeast corner of said W 1/2 of the NE 1/4 of the NE 1/4 and the POINT OF BEGINNING; thence continue S 89 deg 33 min 11 Sec W, along said North line, 482.80 feet; thence run S 00 deg 03 min 50 sec E, parallel to the East line of said W 1/2, a distance of 470.86 feet; thence run N 89 deg 33 min 11 sec E, 482.80 feet to a point on said East line; thence run N 00 deg 03 min 50 sec W, along said East line 470.86 feet to the POINT OF BEGINNING.

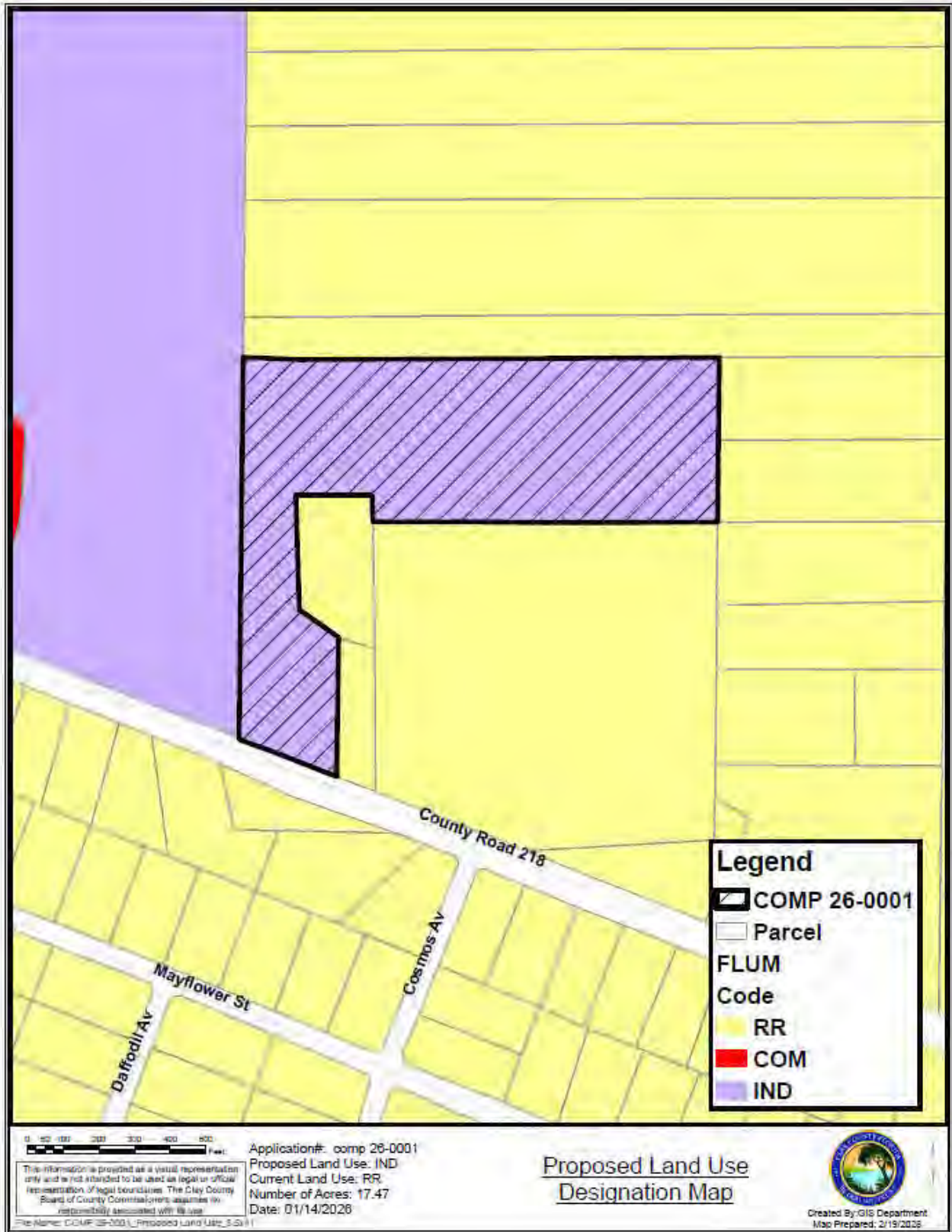
Easement:

Subjunct to and together with:

An easement for Ingress, Egress, Access and Utilities situated in the East One Half (E 1/2) of the Northwest One Quarter (NW 1/4) of the Northeast One Quarter (NE 1/4) and in the West One Half (W 1/2) of the Northeast One Quarter (NE 1/4) of the Northeast One Quarter (NE 1/4) of Section 17, Township 5 South, Range 24 East, Clay County, Florida, said easement being 20 feet right of the following described line:

Begin at an iron pipe at the intersection of the Northern Right of Way line of County Road No. C-218 and the west line of said E 1/2 of the NW 1/4 of the NE 1/4 and run North along said West line 1030.00 feet more or less to an iron pipe on the North line of said Section 17; thence run S 89 deg 33 min 11 sec E, along said North line 875.00 feet to the end of said easement.

Exhibit "A-2"





**Department of Economic and Development Services
 Planning & Zoning Division**

P.O. Box 1366, Green Cove Springs, FL 32043

Phone: (904) 284-6300

www.claycountygov.com



Exhibit "B-1"

PUD / PCD / PID WRITTEN STATEMENT EXHIBIT "B"

Name of Development:		Net Acres:
Parcel ID #:		Wetland Acres:
Total Number of Dwelling Units Proposed:		Total Acres:
Total Amount of Open Space:	Total Amount of Recreation:	Total Active Recreation:
Phase Schedule for Construction:		
Permitted Uses:		
Conditional Uses:		
Permitted Accessory Uses and Structures:		
Restrictions of Uses:		

Design Guidelines

A. Lot Requirements

Minimum Lot Area:	Minimum Lot Width at Bldg. Line:	Minimum Lot Depth:
Maximum Lot Coverage:	Maximum Rear Lot Coverage:	Maximum Bldg. Height:
Minimum Front Setback:	Minimum Side Setback:	Minimum Rear Setback:
Minimum Front Setback Intersecting Street: 25ft	Minimum Setback for Accessory Structures:	
Minimum Living Area:		

B. Ingress, Egress, and Circulation

Parking Requirements: The parking requirements for this development shall be consistent with the requirements of Article VIII of the Land Development Code & the Branan Field & Lake Asbury Master Plans.

Vehicular Access: Vehicular access to the property shall be by way of _____ Substantially as shown in the site plan. The final location of all access points is subject to the review of the Engineering/Public Works Department.

Non-motorized Access: Non-motorized access shall be provided by sidewalks and pedestrian/bicycle paths installed in accordance with Article VIII of the Land Development Code and the Branan Field and Lake Asbury Master Plans.

C. Signs

Signs shall be permitted separately from development plans and shall meet the requirements of the Article VII of the Land Development Code and the Branan Field and Lake Asbury Master Plans.

D. Landscaping

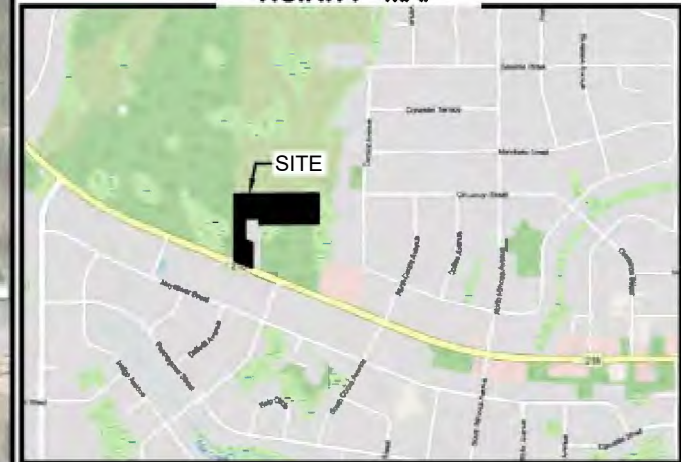
Flexibility in meeting the landscape requirements of Article VI of the Land Development Code and the Branan Field and Lake Asbury Master Plans is permitted for Planned Developments provided the outcome meets or exceeds the requirements of the Code. Indicate below what alternative landscaping will be provided or leave blank if the development will comply with the Code requirements.

Shade Cover Points:	
Vehicle Use Area Landscaping:	
Street Trees:	
Right-of-way Buffers for Subdivision Development	
Perimeter Buffers:	
Branan Field/Lake Asbury Non-Residential Standards	

E. Recreation and Open Space: n/a		
Recreation for residential, non-residential and open space shall meet the minimum requirements of Article III of the Land Development Code.		
F. Utilities		
Water Provided By:		
Sanitary Sewer Provided By:		
Reuse Irrigation Provided By:		
Electric Provided By:		
Gas Provided By:		
G. Wetlands		
Wetlands will be delineated and permitted according to local, state, and federal requirements.		
H. Vegetation		
The following natural communities are present on the development site according to the County's Vegetation Map (Check all that apply)		
Scrub	Sandhill	Scrubby Flatwoods
Xeric Hammock		
Upland Coniferous	Pine Flatwoods	Wet Flatwoods
The occurrence of any of these communities may indicate the presence of endangered or threatened species which are regulated by State Agencies.		
All proposed developments in the Lake Asbury Master Plan area are required to submit an environmental assessment in accordance with LA FLP 1.2.4 of the 2040 Comprehensive Plan at the time of development review and prior to any land clearing or disturbance.		
I. Contact Information		
Owner / Agent Name:		
Owner / Agent Address:		
City:	State:	Zip Code:
Owner / Agent Phone:		
Owner / Agent Email:		

Exhibit "B-2"

VICINITY MAP



SITE DATA TABLE

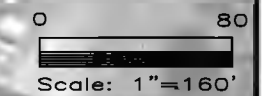
PROJECT NAME	LAND DEBRIS FACILITY
PROJECT ADDRESS	4640 COUNTY ROAD 218, MIDDLEBURG, FL
PROJECT DESCRIPTION	PROPOSAL MULCH PROCESSING AND SORTING
TOTAL PARCEL/SITE AREA	17.47 AC
EXISTING ZONING	PRIVATE SERVICES (PS-1)
PROPOSED ZONING	LIGHT INDUSTRIAL (IA)
JURISDICTION	CLAY COUNTY
PARCEL NUMBER	17-05-24-006410-001-00
REQUIRED LANDSCAPE BUFFERS	
FRONT	15'
SIDE	20' WEST / 50' EAST
REAR	75'

GENERAL SITE NOTES:

1. CONDITIONS MAY EXIST THAT COULD RESTRICT THE DEVELOPMENT OF THIS SITE AS SHOWN. THIS DRAWING IS INTENDED TO BE CONCEPTUAL ONLY AND ADDITIONAL RESEARCH AND DESIGN WOULD BE REQUIRED FOR THE PREPARATION OF A SITE PLAN THAT MEETS LOCAL JURISDICTIONAL CODES.
2. BCG DOES NOT PURPORT THAT THIS SITE CAN BE DEVELOPED AS SHOWN. THE PURCHASE OF THIS SITE SHALL BE AT THE OWNER/DEVELOPER'S SOLE EXPENSE.
3. STORMWATER MANAGEMENT FACILITY SHOWN ON THIS PLAN ARE PURELY CONCEPTUAL AND IS SUBJECT TO CHANGE UPON FINAL CIVIL DESIGN. BCG DOES NOT PURPORT THAT WHAT IS SHOWN IS ADEQUATE TO MEET ALL JURISDICTIONAL REQUIREMENTS.
4. NO SITE VISITS HAVE BEEN PERFORMED TO ENSURE THE ACCURACY OF THE AERIAL IMAGE SHOWN HEREON.
5. THIS EXHIBIT IS NOT INTENDED TO BE USED AS A CONSTRUCTION DOCUMENT, AND SHOULD NOT BE CONSTRUED IN ANYWAY TO BE USED FOR CONSTRUCTION PURPOSES.
6. THIS CONCEPT PLAN IS NOT BASED ON A SURVEYED BOUNDARY OR EXISTING FEATURES AND TOPOGRAPHY.

PROPOSED LEGEND

	PROPERTY LINE
	BUILDING SETBACK LINE
	LANDSCAPE BUFFER
	PARKING COUNT



Bowman Consulting Group, Ltd.
 50 N. Laura Street
 Suite 2552
 Jacksonville, FL 32202
 Phone: (321) 255-5464
 Fax: (321) 255-7751
 bowman.com
 © Bowman Consulting Group, Ltd.

CONCEPTUAL DESIGN
LAND DEBRIS FACILITY
 4640 COUNTY ROAD 218
 MIDDLEBURG, FLORIDA

Bowman
 Certificate of Authorization License No. 30462

JMB DSGN JMB DRAWN AEO CHR D
 011666-01-001
 SCALE 1" = 160'
 VERSION 2A



Department of Economic and Development Services

Planning & Zoning Division

P.O. Box 1366, Green Cove Springs, FL 32043

Phone: (904) 284-6300

www.claycountygov.com



PUD / PCD / PID WRITTEN STATEMENT EXHIBIT "B"

Name of Development:		Net Acres:
Parcel ID #:		Wetland Acres:
Total Number of Dwelling Units Proposed:		Total Acres:
Total Amount of Open Space:	Total Amount of Recreation:	Total Active Recreation:
Phase Schedule for Construction:		
Permitted Uses:		
Conditional Uses:		
Permitted Accessory Uses and Structures:		
Restrictions of Uses:		

Design Guidelines

A. Lot Requirements

Minimum Lot Area:	Minimum Lot Width at Bldg. Line:	Minimum Lot Depth:
Maximum Lot Coverage:	Maximum Rear Lot Coverage:	Maximum Bldg. Height:
Minimum Front Setback:	Minimum Side Setback:	Minimum Rear Setback:
Minimum Front Setback Intersecting Street: 25ft	Minimum Setback for Accessory Structures:	
Minimum Living Area:		

B. Ingress, Egress, and Circulation

Parking Requirements: The parking requirements for this development shall be consistent with the requirements of Article VIII of the Land Development Code & the Branan Field & Lake Asbury Master Plans.

Vehicular Access: Vehicular access to the property shall be by way of _____ Substantially as shown in the site plan. The final location of all access points is subject to the review of the Engineering/Public Works Department.

Non-motorized Access: Non-motorized access shall be provided by sidewalks and pedestrian/bicycle paths installed in accordance with Article VIII of the Land Development Code and the Branan Field and Lake Asbury Master Plans.

C. Signs

Signs shall be permitted separately from development plans and shall meet the requirements of the Article VII of the Land Development Code and the Branan Field and Lake Asbury Master Plans.

D. Landscaping

Flexibility in meeting the landscape requirements of Article VI of the Land Development Code and the Branan Field and Lake Asbury Master Plans is permitted for Planned Developments provided the outcome meets or exceeds the requirements of the Code. Indicate below what alternative landscaping will be provided or leave blank if the development will comply with the Code requirements.

Shade Cover Points:	
Vehicle Use Area Landscaping:	
Street Trees:	
Right-of-way Buffers for Subdivision Development	
Perimeter Buffers:	
Branan Field/Lake Asbury Non-Residential Standards	

E. Recreation and Open Space: n/a		
Recreation for residential, non-residential and open space shall meet the minimum requirements of Article III of the Land Development Code.		
F. Utilities		
Water Provided By:		
Sanitary Sewer Provided By:		
Reuse Irrigation Provided By:		
Electric Provided By:		
Gas Provided By:		
G. Wetlands		
Wetlands will be delineated and permitted according to local, state, and federal requirements.		
H. Vegetation		
The following natural communities are present on the development site according to the County's Vegetation Map (Check all that apply)		
Scrub	Sandhill	Scrubby Flatwoods
Xeric Hammock		
Upland Coniferous	Pine Flatwoods	Wet Flatwoods
The occurrence of any of these communities may indicate the presence of endangered or threatened species which are regulated by State Agencies.		
All proposed developments in the Lake Asbury Master Plan area are required to submit an environmental assessment in accordance with LA FLP 1.2.4 of the 2040 Comprehensive Plan at the time of development review and prior to any land clearing or disturbance.		
I. Contact Information		
Owner / Agent Name:		
Owner / Agent Address:		
City:	State:	Zip Code:
Owner / Agent Phone:		
Owner / Agent Email:		

Permitted Uses (continued)

(3) Accessory uses such as dining and recreational facilities as convenience to occupants thereof and their customers and employees, and business offices accessory to the primary industrial use.

(4) Textile, hosiery, and weaving mills, provided they are not located closer than 300 feet to any residential district.

(5) Private utility services as follows: (i) Telephone exchange buildings; (ii) Gas and water regulations substations; (iii) Electric power and light substations; (iv) Water tower, storage tank, reservoir, water treatment plant.

(6) Marine facilities.

(7) Boatyard. This facility is intended to provide complete construction and repair facilities for all manner of marine craft in addition to such dry storage as may be found complimentary to the primary use. Docking of pleasure craft for residential purposes is prohibited.

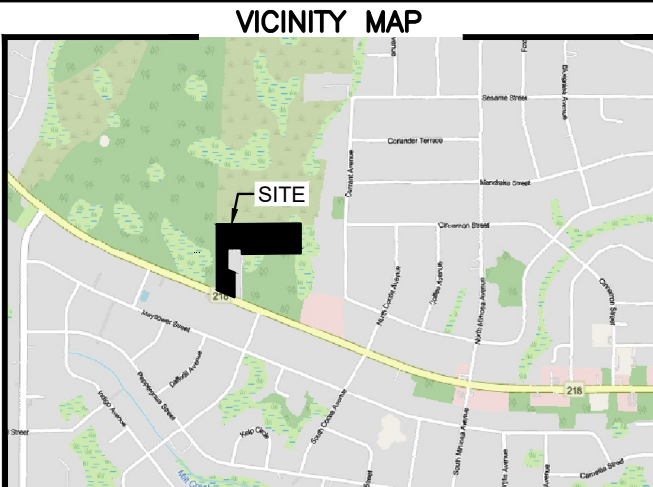
(8) Marina/Boatyard. The purpose of this operation is to provide boat repair and storage services. The fueling of resident and transient craft is permitted. Docking of pleasure craft for residential purposes is considered as an accessory use.

(9) Commercial radio, television, microwave transmission and relay station and accessory buildings.

(10) Commercial radio, television, microwave transmission and relay station and accessory buildings.

(11) Communication Antennas and Communication Towers, including accessory buildings, tower support and peripheral anchors as governed by the provisions of Section 20.3-46 of the Clay County Land Development Code. (Amended 11/26/96 - Ord. 96-58).

(12) Warehouses and associated offices.



SITE DATA TABLE	
PROJECT NAME	LAND DEBRIS FACILITY
PROJECT ADDRESS	4640 COUNTY ROAD 218, MIDDLEBURG, FL
PROJECT DESCRIPTION	PROPOSAL MULCH PROCESSING AND SORTING
TOTAL PARCEL/SITE AREA	17.47 AC
EXISTING ZONING	PRIVATE SERVICES (PS-1)
PROPOSED ZONING	LIGHT INDUSTRIAL (IA)
JURISDICTION	CLAY COUNTY
PARCEL NUMBER	17-05-24-006410-001-00
REQUIRED LANDSCAPE BUFFERS	
FRONT	15'
SIDE	20' WEST / 50' EAST
REAR	75'

GENERAL SITE NOTES:

- CONDITIONS MAY EXIST THAT COULD RESTRICT THE DEVELOPMENT OF THIS SITE AS SHOWN. THIS DRAWING IS INTENDED TO BE CONCEPTUAL ONLY AND ADDITIONAL RESEARCH AND DESIGN WOULD BE REQUIRED FOR THE PREPARATION OF A SITE PLAN THAT MEETS LOCAL JURISDICTIONAL CODES.
- BCG DOES NOT PURPORT THAT THIS SITE CAN BE DEVELOPED AS SHOWN. THE PURCHASE OF THIS SITE SHALL BE AT THE OWNER/DEVELOPER'S SOLE EXPENSE.
- STORMWATER MANAGEMENT FACILITY SHOWN ON THIS PLAN ARE PURELY CONCEPTUAL AND IS SUBJECT TO CHANGE UPON FINAL CIVIL DESIGN. BCG DOES NOT PURPORT THAT WHAT IS SHOWN IS ADEQUATE TO MEET ALL JURISDICTIONAL REQUIREMENTS.
- NO SITE VISITS HAVE BEEN PERFORMED TO ENSURE THE ACCURACY OF THE AERIAL IMAGE SHOWN HEREON.
- THIS EXHIBIT IS NOT INTENDED TO BE USED AS A CONSTRUCTION DOCUMENT, AND SHOULD NOT BE CONSTRUED IN ANYWAY TO BE USED FOR CONSTRUCTION PURPOSES.
- THIS CONCEPT PLAN IS NOT BASED ON A SURVEYED BOUNDARY OR EXISTING FEATURES AND TOPOGRAPHY.

PROPOSED LEGEND

—————	PROPERTY LINE
—————	BUILDING SETBACK LINE
—————	LANDSCAPE BUFFER
—————	PARKING COUNT

Scale: 1" = 160'

Bowman Consulting Group, Ltd.
 50 N. Laura Street
 Suite 2552
 Jacksonville, FL 32202
 Phone: (321) 255-5434
 Fax: (321) 255-7751
 bowman.com
 © Bowman Consulting Group, Ltd.

CONCEPTUAL DESIGN
LAND DEBRIS FACILITY
 4640 COUNTY ROAD 218
 MIDDLEBURG, FLORIDA

Bowman
 Certificate of Authorization License No. 30462

JMB DSGN	JMB DRAWN	AEO CHKD
011666-01-001 PROJECT NUMBER		
SCALE 1" = 160'		
VERSION 2A		



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: Board of County Commissioners

DATE: 4/29/2026

FROM: Beth Carson, Director,
Planning and Zoning

SUBJECT:

A. COMP 26-0003

This application is a FLUM amendment to change 14 acres from Agriculture/ Residential (AR) to Commercial (COM).

B. PUD 26-0001

This application is a Rezoning to change 60.49 acres from Rural Estates District (AR-2) and Commercial and Professional Office District (BA-2) to Planned Commercial Development District (PCD).

AGENDA ITEM TYPE:

Planning Requirements:

Public Hearing Required (Yes\No):

Yes

Hearing Type: Second Public Hearing

Initiated By: Applicant

Colin Groff (Black Creek Engineering), Agent

ATTACHMENTS:

Description	Type	Upload Date	File Name
COMP_26-0003_Staff_Report	Backup Material	5/1/2026	COMP_26-0003-Staff_Report.ADA_aw.pdf
COMP_26-0003_Ordinance	Ordinance	5/1/2026	ordinance_-_COMP_26-0003_final.ADA_aw.pdf
PUD_2026-	Backup		ANDERSON_BUSINESS_PARK_-

- 0001_Site_Plan Material 5/1/2026 _site_plan.ADA_aw.pdf
- PUD_2026-0001_Narrative Backup Material 5/1/2026 Written_Statement_Revision1.ADA_aw.pdf
- PUD_2026-0001_Staff_Report Backup Material 5/1/2026 PUD_26-0001-Staff_Report.ADA_aw.pdf
- PUD_2026-0001_Ordinance Ordinance 5/1/2026 ordinance_-_PUD_26-0001_final.ADA_aw.pdf
- Camp Blanding Response Backup Material 5/7/2026 RE__Project_Adjacent_to_Camp_Blandingsada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Economic and Development Services	Carson, Beth	Approved	5/6/2026 - 4:03 PM	AnswerNotes
Economic and Development Services	Streeper, Lisa	Approved	5/6/2026 - 4:48 PM	Item Pushed to Agenda



1 **Staff Report and Recommendations for COMP 26-0003**

2
3 **Copies of the application are available at the Clay County Administration Office,**
4 **3rd floor, located at 477 Houston Street Green Cove Springs, FL 32043**
5

6 **Owner / Applicant Information:**

Owner: D. Anderson Development, Inc.
Agent: Colin Groff (Black Creek Engineering, Inc.)

7
8 **Property Information**

Parcel ID: 09-08-23-001047-000-00	Parcel Address: State Road 21, (located between Treat Rd. and Gas line Rd.)
Current Land Use: Agriculture/Residential (AR) and Commercial (COM)	Current Zoning: Rural Estates District (AR-2) and Commercial and Professional Office (BA-2)
Proposed Land Use: Commercial (COM)	Total Acres: 48.66 +/- acres parcel
Commission District: 4, Comm. Condon	Acres affected by FLU change: 14 +/- acres
	Planning District: Keystone Heights

9
10 **Introduction:**

11 This application is a Small-Scale Comprehensive Plan Amendment to the 2045 Future Land Use Map
12 (FLUM). The application would change a portion of a single parcel of land from Agriculture/Residential (AR)
13 to Commercial (COM). The subject parcel is located on the west side of State Road 21 between Treat Road
14 and Gasline Road and is undeveloped. The applicant does not have a specific end use at this time.

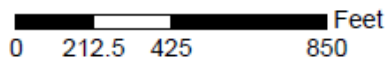
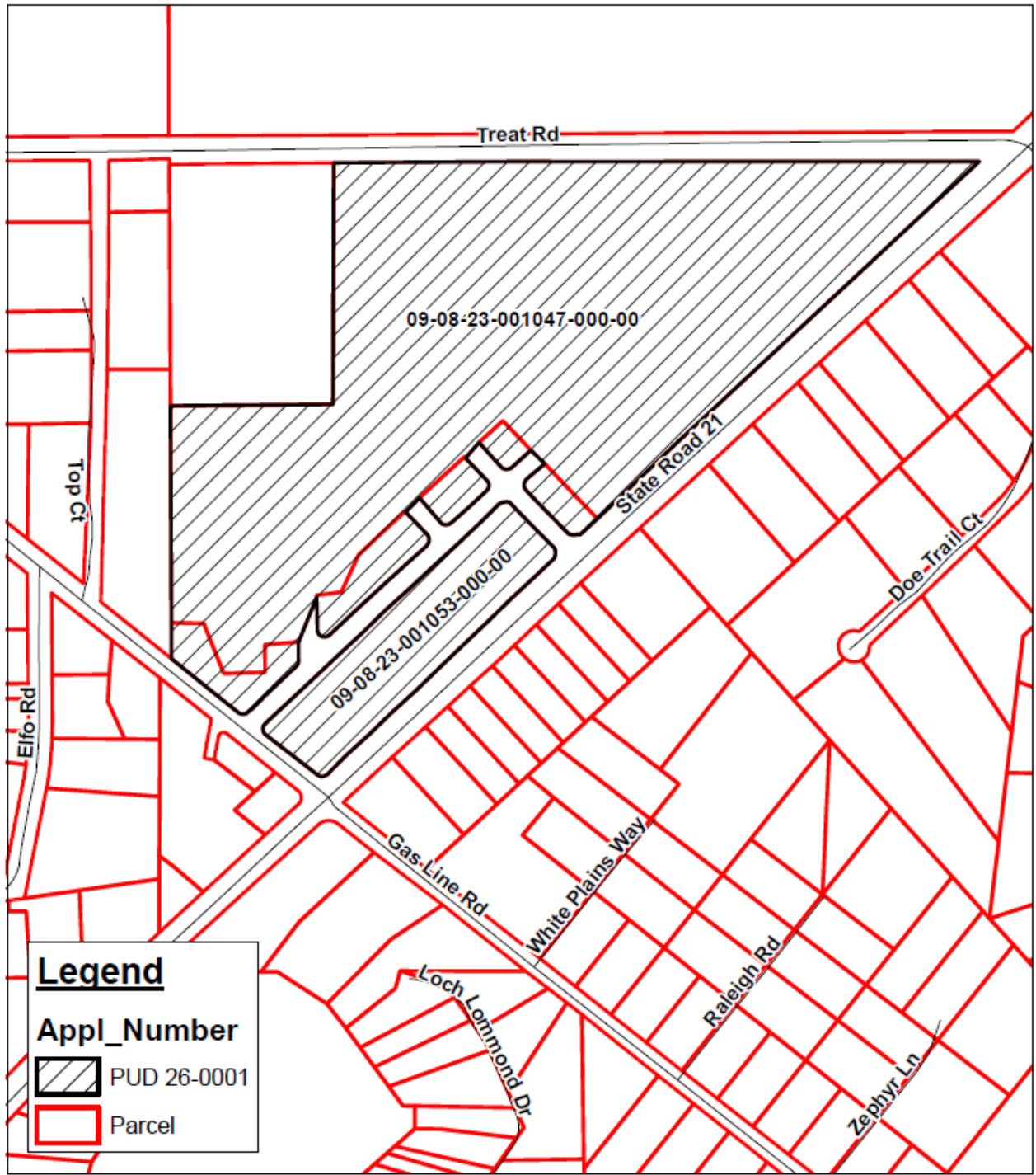
15
16 A companion Rezoning application is requesting a change from Rural Estates District (AR-2) and
17 Commercial and Professional Office District (BA-2) to Planned Commercial Development (PCD) has also
18 been submitted.

19
20

Figure 1 – Location Map



Figure 2 – Parcel Map



Rezoning: COMP 26-0003
Parcel Map



Figure 3 - Aerial Photo

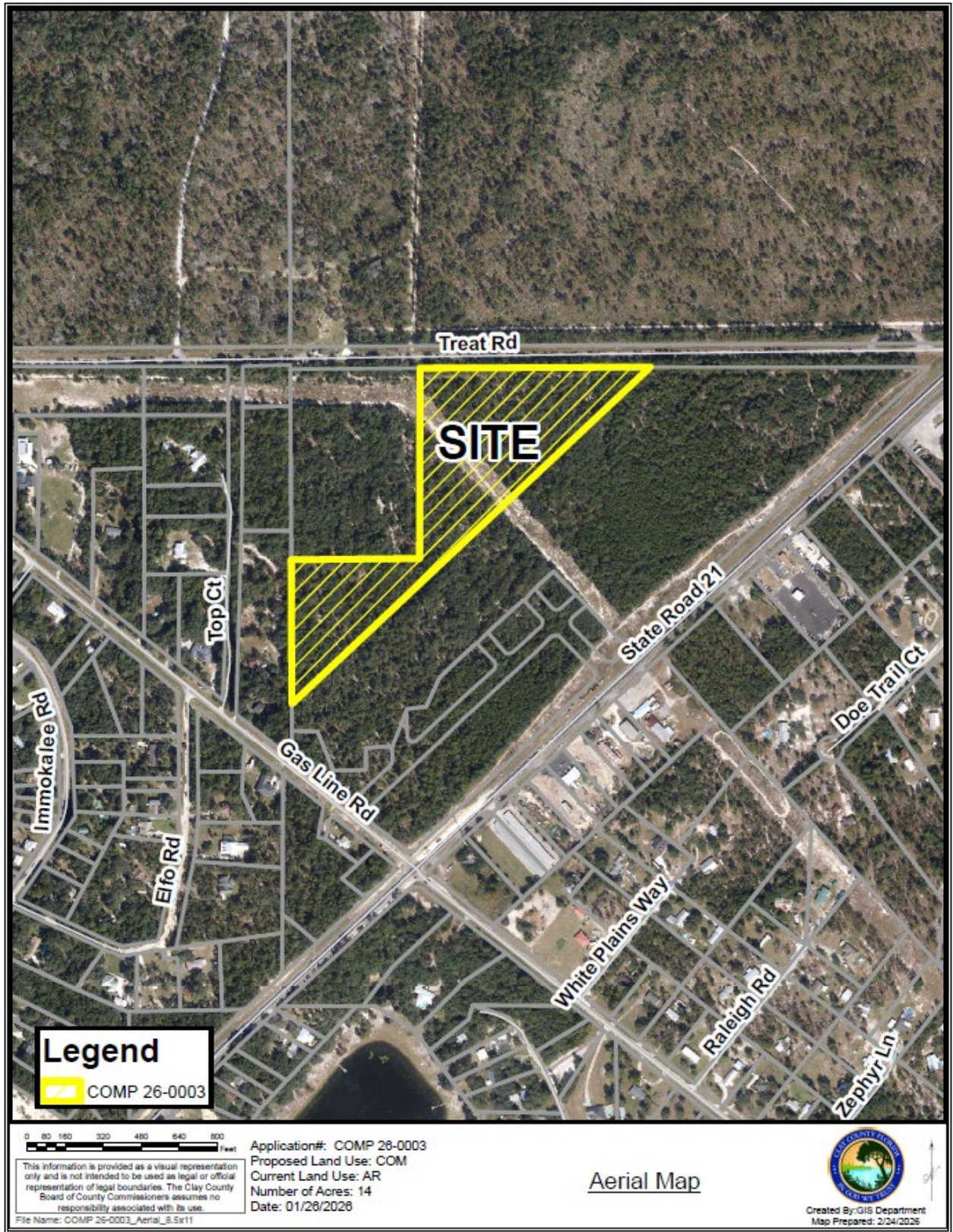


Figure 4 – Existing Future Land Use Designation Map

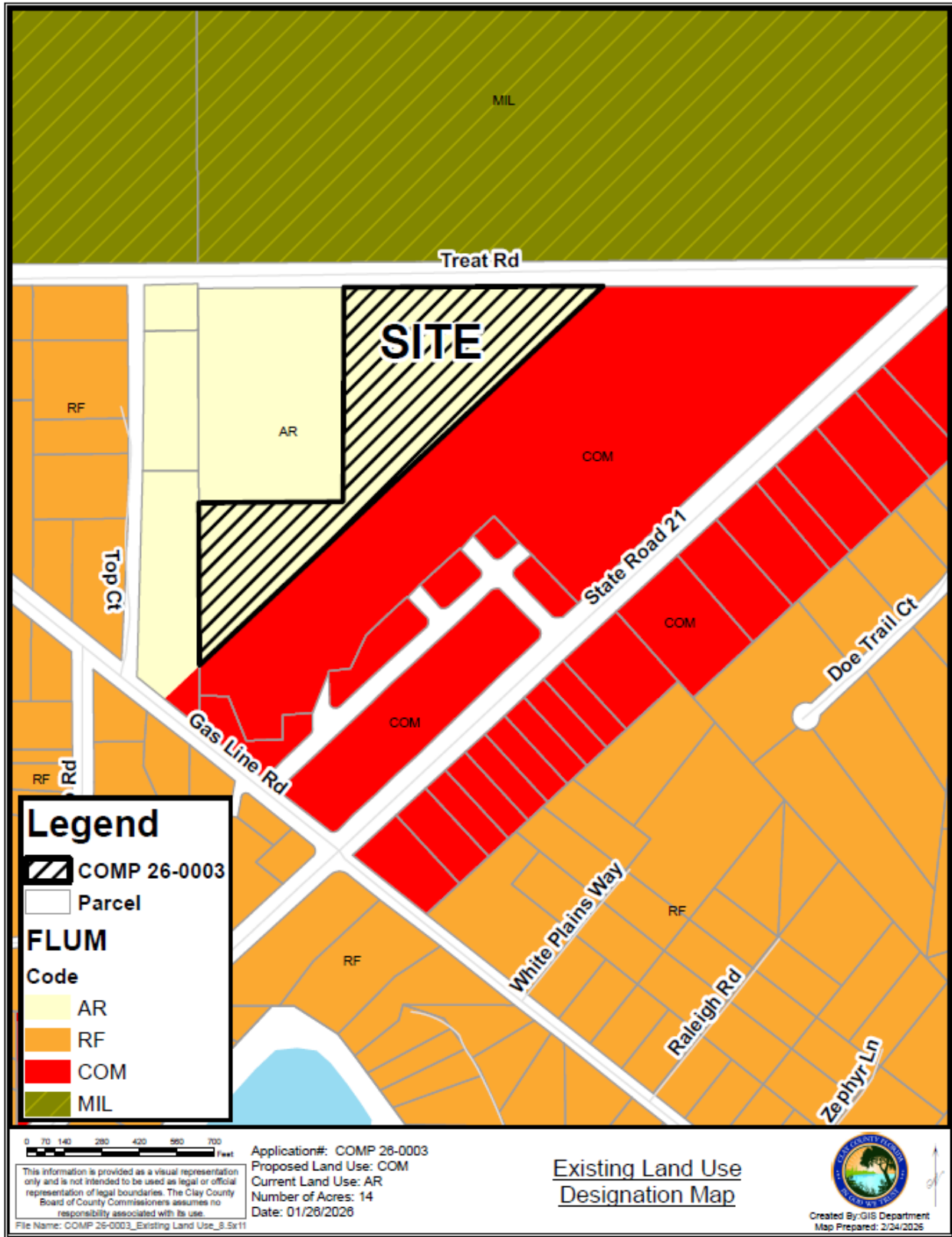


Figure 5 – Proposed Future Land Use Designation Map

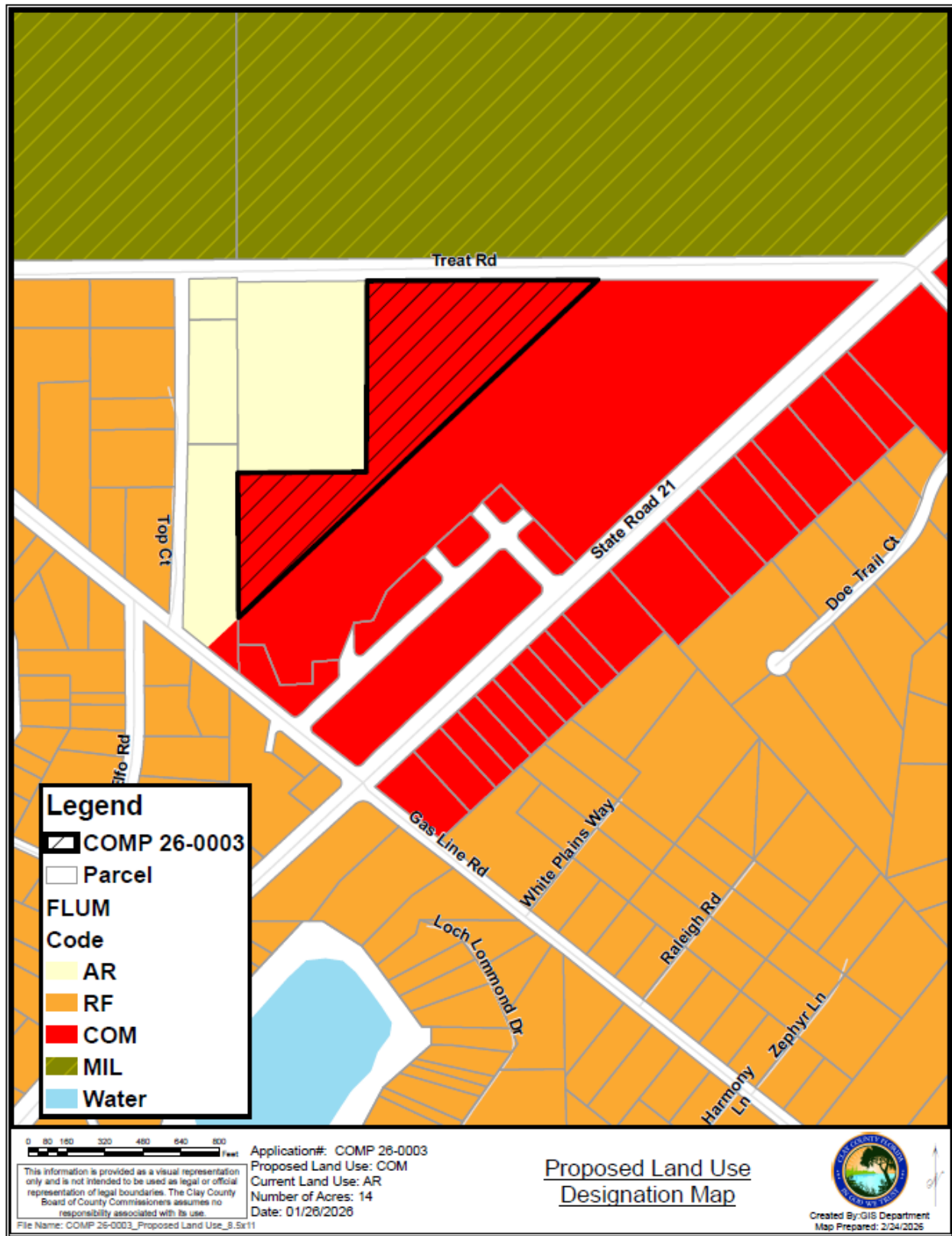
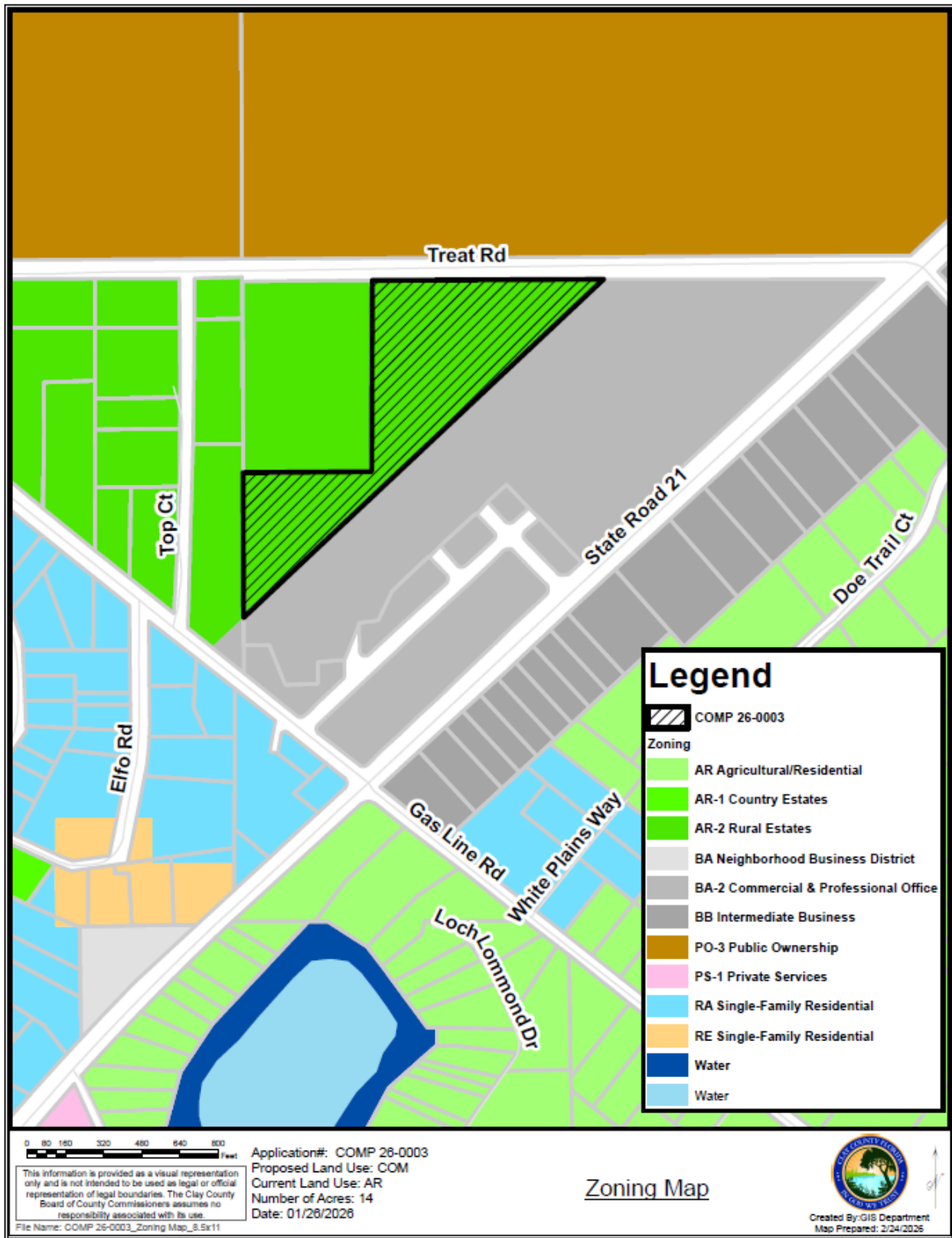


Figure 6 – Zoning Map



33 **Analysis of Proposed Amendment**

34 The proposed amendment will change the land use of approximately 14 acres from Agriculture/Residential
 35 (AR) to Commercial (COM) to be consistent with land use of the balance of the parcel. Future Land Use
 36 Policy 1.4.8 allows for the additional designation of Commercial land use in the case of infill development or
 37 the expansion of existing development to a parcel greater than ten acres with a unified plan. When combined,
 38 the existing and proposed Commercial land use would total 48.66 acres and when further combined with the
 39 adjacent parcel, under the same ownership and currently designated Commercial land use, will comprise
 40 60.49 acres that are the subject of the companion rezoning amendment application to Planned Commercial
 41 Development (PCD).

42

43 **Project Impact Summary**

44

Table 1 – Summary of Application

<u>Tax ID #</u>	<u>Acreage</u>	<u>Existing FLU Category</u>	<u>Existing Maximum Density / Intensity</u>	<u>Proposed FLU Category</u>	<u>Proposed Maximum Density / Intensity</u>	<u>Net Increase or Decrease in Maximum Density / Intensity</u>
09-08-23- 001047-000- 00	14 acres	Agriculture/ Residential (AR)	1 unit / 10 gross acres (single family)	Commercial (COM)	.40 FAR	243,936 sq ft increase; 1.4 du decrease

45

46

Table 2 – Traffic Analysis

Road	Segment	Entering		Exiting		Total PM Peak Hour Trips
		Percentage	Trips	Percentage	Trips	
SR 21	CR 315 to Bradford County Line	50%	474.5	50%	474.5	949

47

48 **Availability of Services**

49 Traffic Facilities:

50 Trip Generation calculated as: Retail Shopping Center (ITE 820) P.M. Peak Hour of Generator Weekday

51 Average Rate of Vehicle Trips per 1,000 square feet = 3.89

52 Maximum Square Feet for subject parcel(s) = 243,936_sq. ft. (maximum FAR in the Commercial is 40%)

53 Total PM Peak Hour Trips for this project = 949 trips (3.89 x 243,936 sq. ft. / 1,000 sq. ft. = 949)

54 The County’s Mobility Fee will apply to development of this property.

55 Schools:

56 There are no residential uses associated with this land use change.

57

58 Recreation:

59 There are no residential uses associated with this land use change.

60

61 Water and Wastewater:

62 The subject parcels are located outside of CCUA’s Keystone Heights Water and Wastewater Service areas.

63

64 Stormwater/Drainage:

65 Stormwater management for any new construction will need to meet County and Water Management District
66 standards.

67 Solid Waste:

68 Clay County has existing solid waste capacity to service the area.

Chesser Island Road Regional Landfill Capacity

Remaining Capacity -----	55,565,151 cubic yards
Daily Tons -----	4,537 tons
Rate of Fill -----	5,041 cubic yards per day
Estimated Fill Date -----	01/04/55
Years Remaining -----	38 years

69 *Source: Environmental Protection Division, Georgia Department of Natural Resources,*

70

71 **Land Suitability:**

72 Soils:

73 See Figure 7.

74 Flood Plain:

75 The site has no areas of flood plain. See Figure 8.

76 Topography:

77 The subject parcel has roughly ten feet of slope extending from the north and south portions downward
78 toward the middle of the parcel. See Figure 9.

79 Regionally Significant Habitat:

80 There have been black bear sightings west of the subject parcel. See Figure 10.

81 Historic Resources:

82 There are no historic resource structures on the subject parcel. See Figure 11.

83 Compatibility with Military Installations:

84 The subject property is located south of Camp Blanding and separated from the base by Treat Road.

85

86 **Analysis of Surrounding Uses**

87 The proposed future land use amendment would change a 14 acre portion of the total parcel acreage (48.66
88 acres) from Agriculture/Residential (AR) to Commercial (COM). This change would expand the existing
89 commercial that fronts on SR 21. The character of the surrounding districts is as shown in the table below:

	Future Land Use	Zoning District
North (across Treat Road)	Military (MIL)	Public Ownership (PO-3)
South	Commercial (COM)	Commercial and Professional Office District (BA-2)
East	Commercial (COM)	Commercial and Professional Office District (BA-2)
West	Agriculture/Residential (AR)	Rural Estates District (AR-2)

90

91

Figure 7 – Soil Map

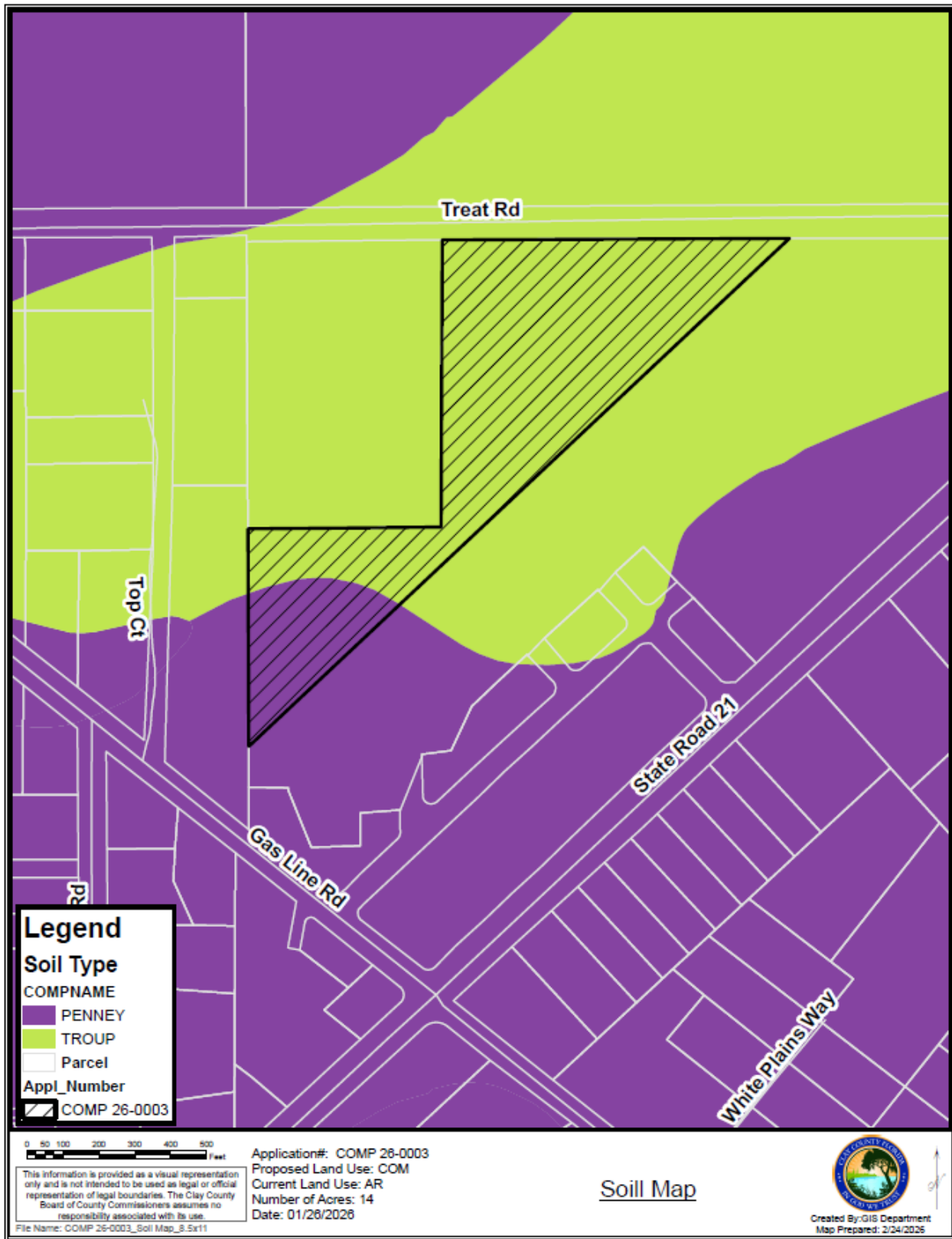


Figure 8 – Flood Zone Map

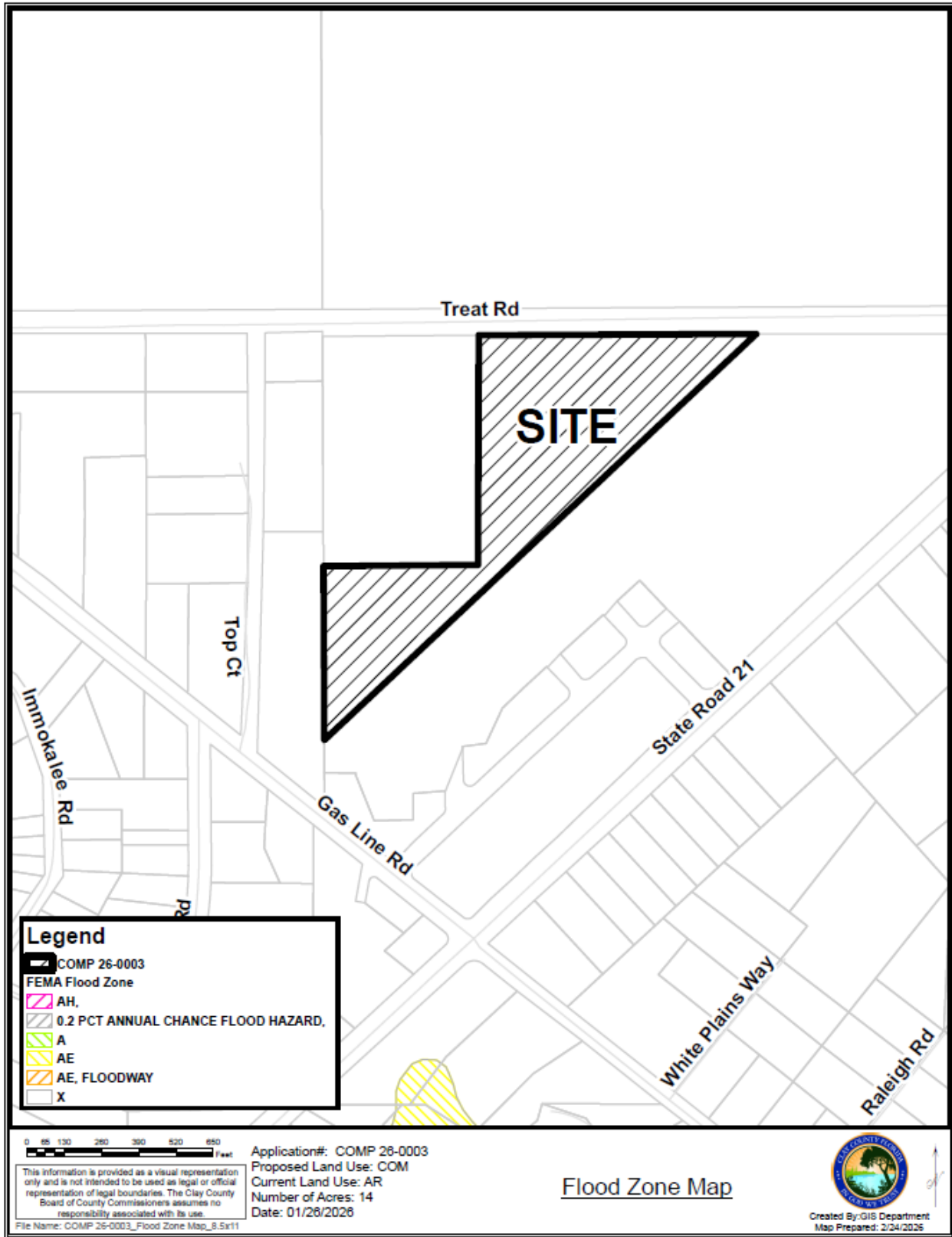


Figure 9 – Topography Map

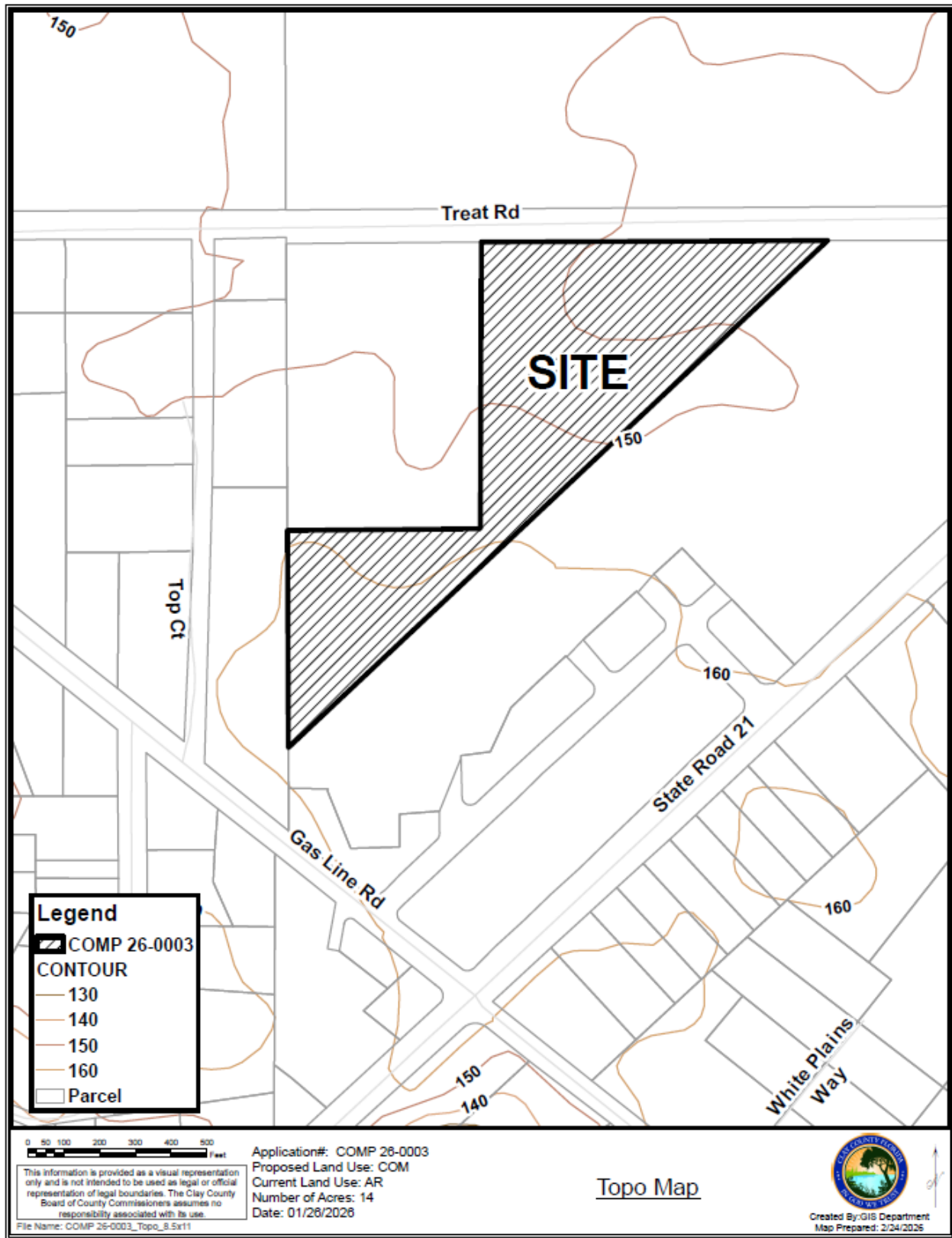


Figure 10 – Habitat Value Map

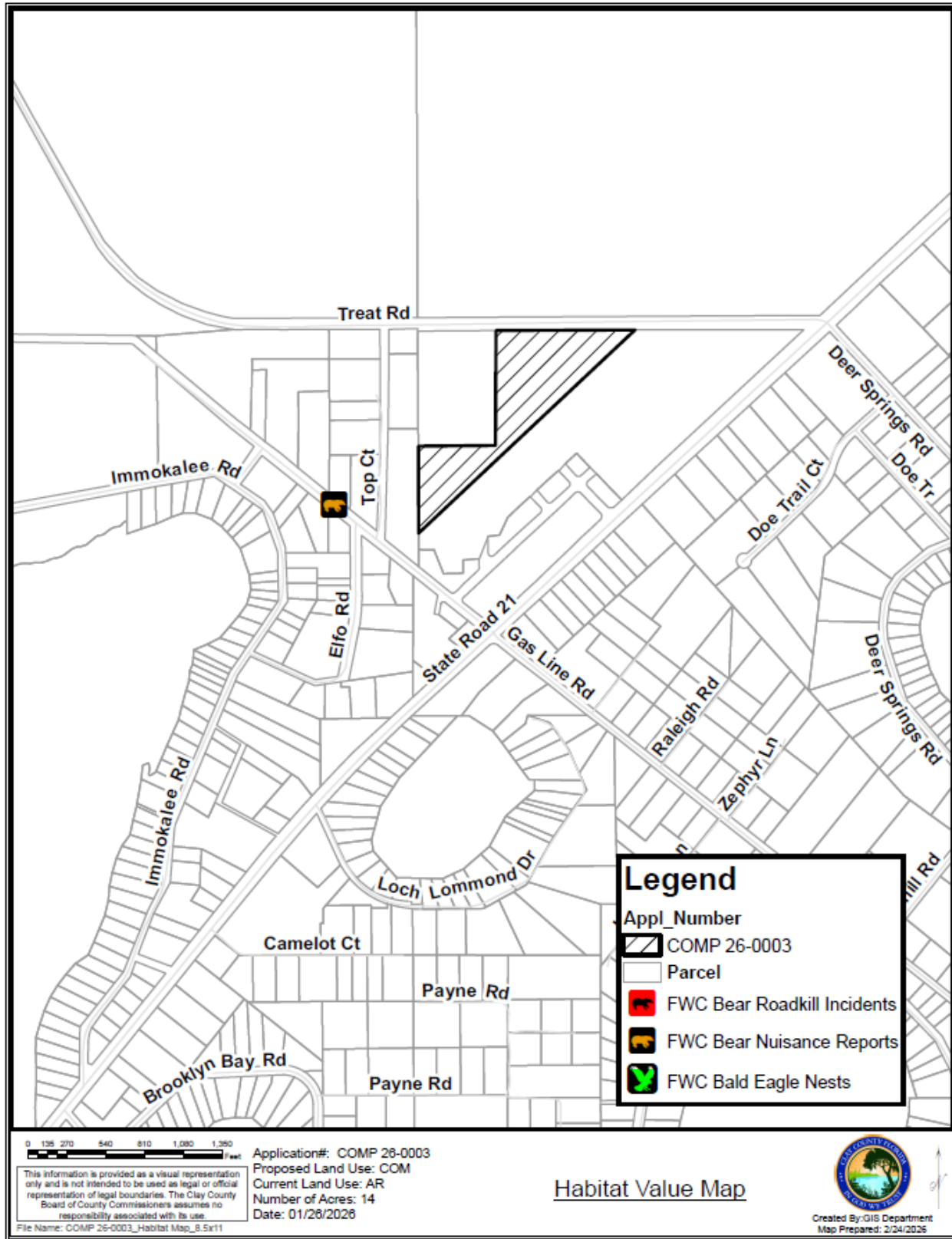
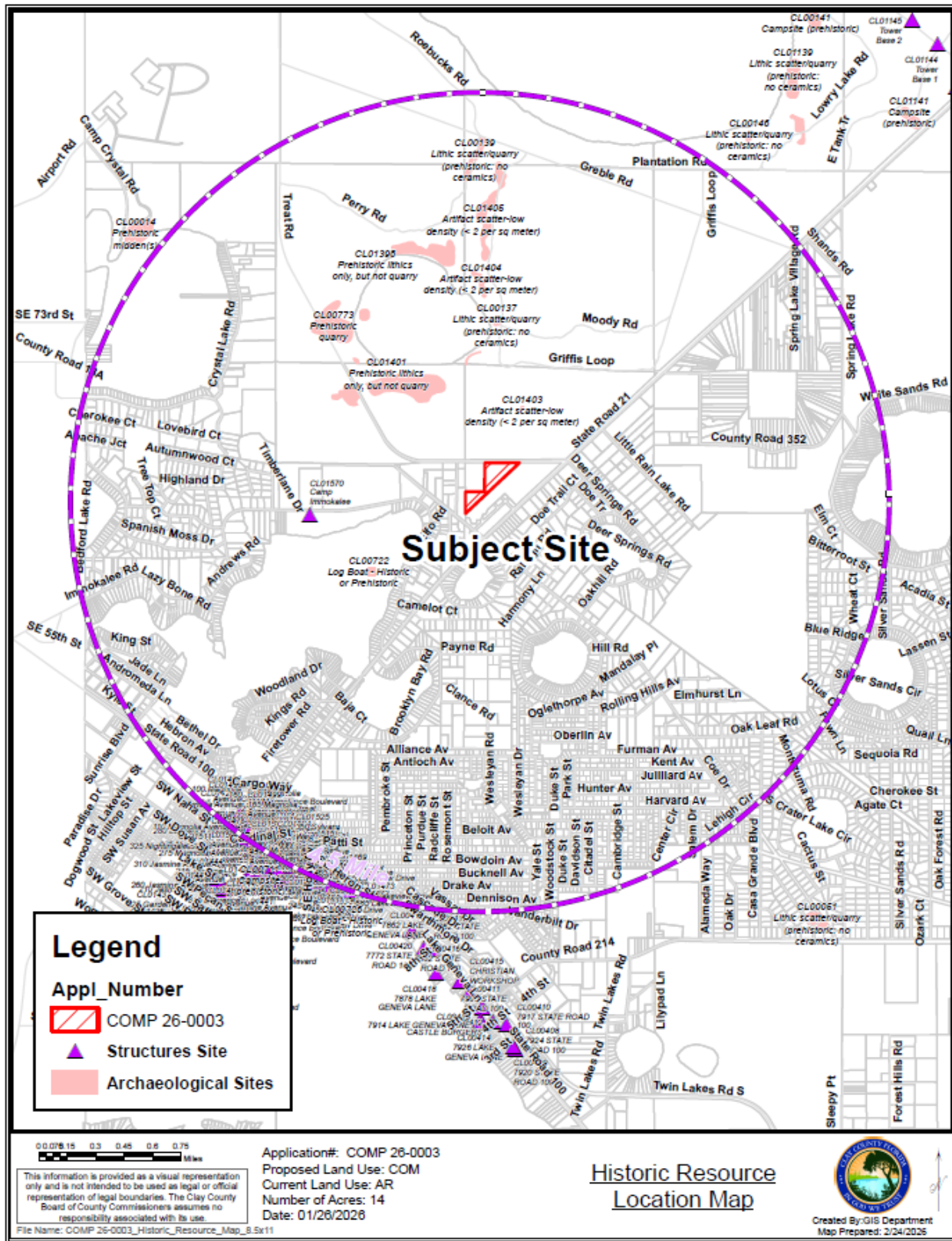


Figure 11 - Historical Resources



102 **Relevant Clay County 2045 Comprehensive Plan Policies**

103 The following Goals/Objective/Policies relate to the proposed Comprehensive Plan Amendment:

104 FLU Policy 1.4.1 2) Agriculture/Residential “AR” (Semi-Rural)

105 This designation allows a final transition between suburban residential densities and major
106 agricultural and silvicultural activities. The very low density of one dwelling unit per ten gross acres
107 allows individual family agricultural operations. This designation accommodates the existing rural
108 pattern of residential use that has adequate access and is suitable for continued low density
109 development. Some locations in Agriculture /Residential may qualify for a density of one unit per
110 five gross acres if the requirements of tract size, clustering and points in Future Land Use Objective
111 1.4 and its policies are met.

112

113 FLU Policy 1.4.1 9) Commercial (COM)

114 The commercial designation accommodates the full range of sales, service, and office activities. These
115 uses may occur in self-contained shopping centers, free standing structures, campus-like business
116 parks, central business districts, or along arterial highways. These areas are intended for larger scale,
117 more intensive community-type commercial uses.

118 The location of commercial development shall be concentrated at major intersections and within
119 Activity Centers and Planned Communities. The development shall create a commercial node, not a
120 strip, with a mixture of retail, office, and hotel uses.

121 FLU Policy 1.4.8

122 Amendments to designate additional commercial land use on the Future Land Use Map and
123 otherwise eligible for consideration as small scale amendments pursuant to Section 163.3187(1)(c),
124 F.S., shall be further limited to those meeting the Infill and/or the Unified Plan criteria following:

125 1) Infill: The application parcel is located between parcels with an existing designation of commercial,
126 institutional and/or industrial land use which (1) are located on the same side of the roadway serving
127 the parcel, and (2) are no more than 500 feet apart as measured at the road right of way.

128 2) Unified Plan: The application parcel increases the depth of parcels with an existing designation of
129 commercial land use provided that (1) the resulting development parcel is greater than 10 acres and
130 (2) the resulting dimensions of the development parcel permit a unified plan of development
131 including shared access, signage and infrastructure. Unified Plan Applications shall be limited in
132 location to the intersection of two roadways, one of which must be designated as an arterial or major
133 collector and the other of which must be designated as an arterial, major collector or minor collector.
134 Amendments approved pursuant to these criteria shall be required to proceed as a Planned Unit
135 Development (PUD) or Planned Commercial Development (PCD) requiring shared access, shared
136 signage, and shared infrastructure.

137 3) Subsection 2 shall not apply to those single parcels with multiple land use designations, one of
138 which is commercial, as of January 1, 2021.

139

140 Analysis Regarding Urban Sprawl

141 As required by FS 163.3177, all proposed comprehensive plan amendments are to be analyzed to ensure that
142 urban sprawl and its negative impacts are not promoted. It is the intent of Clay County to discourage the
143 proliferation of Urban Sprawl.

144 **Statutory Indicators of the Promotion of Sprawl:**

145 FS 163.3177(6)(a)9.a - The primary indicators that a plan or plan amendment does not discourage the
146 proliferation of urban sprawl are listed below. The evaluation of the presence of these indicators shall consist
147 of an analysis of the plan or plan amendment within the context of features and characteristics unique to each
148 locality in order to determine whether the plan or plan amendment:

- 149 (I.) *Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as*
150 *low-intensity, low-density, or single-use development or uses.*
- 151 (II.) *Promotes, allows, or designates significant amounts of urban development to occur in rural areas at*
152 *substantial distances from existing urban areas while not using undeveloped lands that are available*
153 *and suitable for development.*
- 154 (III.) *Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns*
155 *generally emanating from existing urban developments.*
- 156 (IV.) *Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native*
157 *vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers,*
158 *shorelines, beaches, bays, estuarine systems, and other significant natural systems.*
- 159 (V.) *Fails to adequately protect adjacent agricultural areas and activities, including silviculture, active*
160 *agricultural and silvicultural activities, passive agricultural activities, and dormant, unique, and prime*
161 *farmlands and soils.*
- 162 (VI.) *Fails to maximize use of existing public facilities and services.*
- 163 (VII.) *Fails to maximize use of future public facilities and services.*
- 164 (VIII.) *Allows for land use patterns or timing which disproportionately increase the cost in time, money, and*
165 *energy of providing and maintaining facilities and services, including roads, potable water, sanitary*
166 *sewer, stormwater management, law enforcement, education, health care, fire and emergency*
167 *response, and general government.*
- 168 (IX.) *Fails to provide a clear separation between rural and urban uses.*
- 169 (X.) *Discourages or inhibits infill development or the redevelopment of existing neighborhoods and*
170 *communities.*
- 171 (XI.) *Fails to encourage a functional mix of uses.*
- 172 (XII.) *Results in poor accessibility among linked or related land uses.*
- 173 (XIII.) *Results in the loss of significant amounts of functional open space.*

174

175 **Statutory Indicators of the Discouragement of Sprawl:**

176 FS 163.3177(6)(a)9.b - The future land use element or plan amendment shall be determined to discourage the
177 proliferation of urban sprawl if it incorporates a development pattern or urban form that achieves four or
178 more of the following:

- 179 (I.) *Directs or locates economic growth and associated land development to geographic areas of the*
180 *community in a manner that does not have an adverse impact on and protects natural resources and*
181 *ecosystems.*
- 182 (II.) *Promotes the efficient and cost-effective provision or extension of public infrastructure and services.*
- 183 (III.) *Promotes walkable and connected communities and provides for compact development and a mix of*
184 *uses at densities and intensities that will support a range of housing choices and a multimodal*
185 *transportation system, including pedestrian, bicycle, and transit, if available.*
- 186 (IV.) *Promotes conservation of water and energy.*
- 187 (V.) *Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime*
188 *farmlands and soils.*
- 189 (VI.) *Preserves open space and natural lands and provides for public open space and recreation needs.*
- 190 (VII.) *Creates a balance of land uses based upon demands of the residential population for the*
191 *nonresidential needs of an area.*
- 192 (VIII.) *Provides uses, densities, and intensities of use and urban form that would remediate an existing or*
193 *planned development pattern in the vicinity that constitutes sprawl or if it provides for an innovative*
194 *development pattern such as transit-oriented developments or new towns as defined in s. 163.3164.*

195

196 **Staff Analysis regarding Sprawl:**

197 Specifically, the proposed amendment is determined to discourage the proliferation of urban sprawl because
198 it incorporates a development pattern or urban form that achieves the following four criteria under FS
199 163.3177(6)(a)9.b:

200 Staff Finding: Directs economic growth and associated land development to geographic areas of the
201 community in a manner that does not have an adverse impact on and protects natural
202 resources and ecosystems.

203 Staff Finding: The proposed amendment would expand the depth of currently designated commercial land
204 use and would maximize the use of existing public infrastructure and services.

205 Staff Finding: Preserves agricultural areas and activities, including silviculture, and dormant, unique, and
206 prime farmlands and soils.

207 Staff Finding: Contributes to the balancing of land uses based upon demands of the residential population
208 for nonresidential needs in the area.

209 **Recommendation**

210 Staff recommend approval of COMP 26-0003.

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, AMENDING THE CLAY COUNTY 2045 COMPREHENSIVE PLAN INITIALLY ADOPTED PURSUANT TO THE REQUIREMENTS OF SECTION 163.3184, FLORIDA STATUTES, UNDER ORDINANCE NO. 2025-10, AS SUBSEQUENTLY AMENDED, IN ORDER TO AMEND THE FUTURE LAND USE MAP TO CHANGE THE FUTURE LAND USE DESIGNATION OF A PORTION OF A SINGLE PARCEL OF LAND (TAX PARCEL IDENTIFICATION # 09-08-23-001047-000-00), TOTALING APPROXIMATELY 14 ACRES, FROM AGRICULTURE/ RESIDENTIAL (AR) TO COMMERCIAL (COM); PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, on March 25, 2025, the Board of County Commissioners of Clay County, Florida (the “Board”), adopted Ordinance No. 2025-10, which adopted the Clay County 2045 Comprehensive Plan (the “Plan”); and,

WHEREAS, Section 163.3184, Florida Statutes, outlines the process for the adoption of comprehensive plans or amendments thereto and provides that Section 163.3187, Florida Statutes, may be followed for plan amendments qualifying as small-scale development; and,

WHEREAS, Application COMP 26-0003 requests an amendment to the Plan; and,

WHEREAS, the Board desires to amend the Plan as provided for below.

Be It Ordained by the Board of County Commissioners of Clay County:

Section 1. Clay County Ordinance No. 2025-10, as amended, is amended as provided in Section 2 hereof.

Section 2. The adopted Future Land Use Map of the Plan is hereby amended such that the Future Land Use designation for a portion of a single parcel of land (tax parcel identification # 09-08-23-001047-000-00), totaling approximately 14 acres, described in Exhibit “A-1”, and depicted in Exhibit “A-2” is hereby changed from Agriculture/Residential (AR) to Commercial (COM).

Section 3. If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

Section 4. The effective date of this Plan amendment shall be 31 days after adoption unless the amendment is challenged pursuant to 163.3187, Florida Statutes. If challenged, the effective date of this amendment shall be the date a final order is issued by the Department of Commerce or the Administration Commission finding the amendment in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this _____ day of May, 2026.

BOARD OF COUNTY COMMISSIONERS
OF CLAY COUNTY, FLORIDA

By: _____
Kristen Burke, Its Chairman

ATTEST:

By: _____
Tara S. Green,
Clay County Clerk of Court and Comptroller
Ex Officio Clerk to the Board

Exhibit "A-1"

LEGAL DESCRIPTION

DESCRIPTION OF LANDS SURVEYED: OFFICIAL RECORDS BOOK 4870 - Pg. 1483

PARCEL 1:

THAT PART OF THE SOUTH 1/2 OF SECTION 9, TOWNSHIP 8 SOUTH, RANGE 23 EAST WHICH LIES WESTERLY OF STATE ROAD #21, AS MORE PARTICULARLY DESCRIBED BELOW WHICH IS ATTACHED HERETO AND BY THIS REFERENCE INCORPORATED HEREIN.

FOR A POINT OF REFERENCE COMMENCE AT THE SOUTHWEST CORNER OF SAID SECTION 9 AND RUN NORTH 00 DEGREES 18 MINUTES 30 SECONDS EAST, A DISTANCE OF 1086.59 FEET TO THE POINT OF BEGINNING OF THE LANDS HEREIN DESCRIBED; THENCE CONTINUE NORTH 00 DEGREES 18 MINUTES 30 SECONDS EAST A DISTANCE OF 40.0 FEET TO A POINT; THENCE SOUTH 89 DEGREES 41 MINUTES 30 SECONDS EAST A DISTANCE OF 0.35 FEET TO A POINT; THENCE NORTH 00 DEGREES 19 MINUTES 32 SECONDS EAST A DISTANCE OF 1507.91 FEET TO THE NORTHWEST CORNER OF THE SOUTH ONE-HALF (1/2) OF SECTION 9, TOWNSHIP 8 SOUTH, RANGE 23 EAST; THENCE RUN SOUTH 89 DEGREES 39 MINUTES 10 SECONDS EAST ALONG THE NORTH LINE OF SAID SOUTH ONE-HALF (1/2) A DISTANCE OF 2668.98 FEET TO A POINT ON THE WESTERLY RIGHT-OF-WAY LINE OF STATE ROAD NO. 21 (A 100 FOOT RIGHT-OF-WAY); THENCE SOUTH 47 DEGREES 16 MINUTES 19 SECONDS WEST ALONG SAID WESTERLY RIGHT-OF-WAY LINE A DISTANCE OF 2905.85 FEET TO A POINT, SAID POINT BEING THE POINT OF INTERSECTION OF THE WESTERLY RIGHT-OF-WAY LINE OF STATE ROAD NO. 21 (A 100 FOOT RIGHT-OF-WAY) AND THE NORTHERLY RIGHT-OF-WAY LINE OF IMMOKALEE ROAD (AN 80 FOOT RIGHT-OF-WAY) AS SHOWN ON PLAT OF SUNNY ACRES ESTATES UNIT ONE, ACCORDING TO PLAT THEREOF RECORDED IN PLAT BOOK 6, PAGE 42, OF THE PUBLIC RECORDS OF CLAY COUNTY; THENCE RUN NORTH 51 DEGREES 00 MINUTES 30 SECONDS WEST ALONG THE NORTHERLY RIGHT-OF-WAY OF IMMOKALEE ROAD, A DISTANCE OF 699.25 FEET TO THE POINT OF BEGINNING OF THE LANDS HEREIN DESCRIBED.

EXCEPTION 1:

EXCEPTING THEREFROM: THAT PORTION OF THE ABOVE DESCRIBED LANDS SUBDIVIDED IN SUNNY ACRES ESTATES UNIT ONE, ACCORDING TO PLAT THEREOF RECORDED IN PLAT BOOK 6, PAGE 42, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA.

EXCEPTION 2:

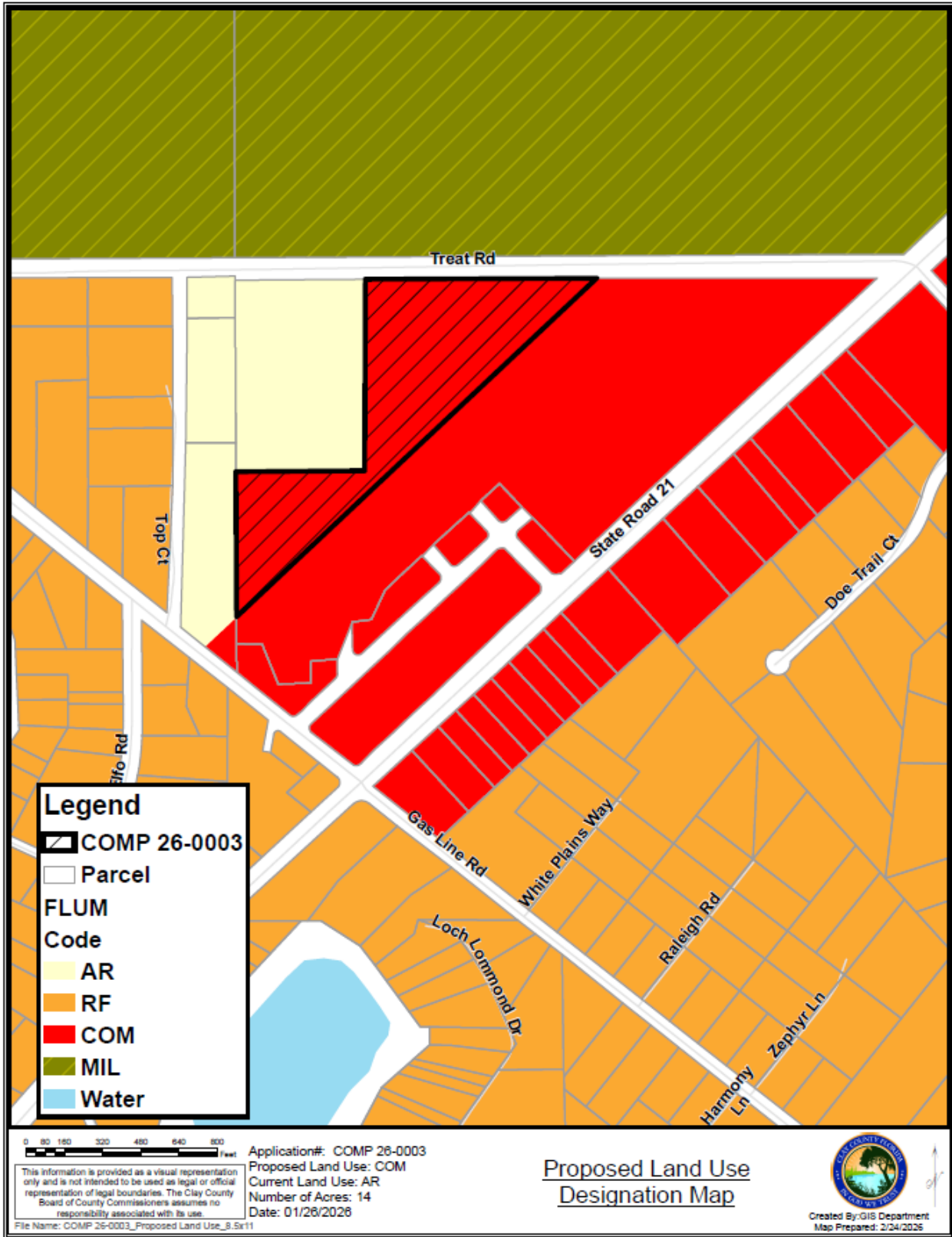
LESS AND EXCEPT:

THAT PORTION OF THE ABOVE DESCRIBED PROPERTY DESCRIBED IN THE WARRANTY DEED DATED AUGUST 8, 2024 AND RECORDED IN BOOK 4849, PAGE 587, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA.

PARCEL 2:

ALL OF BLOCKS 2, 3,4, 5, 6 AND 7 OF SUNNY ACRES ESTATES UNIT ONE, AS PER PLAT THEREOF RECORDED IN PLAT BOOK 6, PAGE 42, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA|

Exhibit "A-2"





JOB NO. : 25-004 DATE: 6/1/2025 DRAWN BY : CdG CHECKED BY : CdG APPROVED BY : CdG SCALE : 1"=100 (24X36)	ANDERSON BUSINESS CENTER Project Location D. ANDERSON, INC		Black Creek Engineering, Inc. 1735 HAGANS RIDGE COURT GREEN COVE SPRINGS, FLORIDA 32043 PHONE (904) 759-8830 AUTHORIZATION NO. 27946		NO.	REVISIONS	BY	DATE
	PROPOSED COMP PLAN AMENDMENT							

1

NOT ISSUED FOR CONSTRUCTION

THE DESIGNER EXPRESSLY RESERVES HIS COPYRIGHT AND OTHER PROPERTY RIGHTS IN THIS DRAWING. THIS DRAWING, PLAN & DESIGN ARE NOT TO BE REPRODUCED, COPIED OR USED IN ANY MANNER NOR SHALL THEY BE DISTRIBUTED TO ANY OTHER PARTY THAT AS USED WITHOUT EXPRESSED WRITTEN PERMISSION AND CONSENT OF BLACK CREEK ENGINEERING, INC.



STATE OF FLORIDA — ARMORY BOARD
" CAMP BLANDING "

JOB NO. : 25-004 DATE: 6/1/2025 DRAWN BY : CdG CHECKED BY : CdG APPROVED BY : CdG SCALE : 1"=100' (24X36)	ANDERSON BUSINESS CENTER Project Location D. ANDERSON, INC		<p>Black Creek Engineering, Inc. 1735 HAGANS RIDGE COURT GREEN COVE SPRINGS, FLORIDA 32043 PHONE (904) 759-8830 AUTHORIZATION NO. 27946</p>	REVISIONS	BY	DATE
	PROPOSED COMP PLAN AMENDMENT			NO.		
SHEET		1				

NOT ISSUED FOR CONSTRUCTION

Written Statement

PLANNED COMMERCIAL DEVELOPMENT WRITTEN STATEMENT ANDERSON BUSINESS PARK

Type of Development: Business Park PCD

Property Owner: D Anderson Development Inc
7770 Odom Ranch Trail
Keystone Heights FL 32656

Agent: Colin D. Groff, P.E.
Black Creek Engineering, Inc.
3900 Paso Fino Road
Green Cove Springs, Florida 32043

PARCELS: **09-08-23-001047-000-00**
09-08-23-001053-000-00
Unopened County ROW (requested vacation of ROW)

Existing Land Use: **Front 800' - Commercial / Remaining - AG**

Proposed Land Use: **Commercial**

Existing Zoning: **Front 800' – BA-2 / Remaining – AR-2**

Requested Zoning: **PCD – Planned Commercial Development**

Surrounding Land Use: North - MIL
South – RF
East – Commercial (Across SR 21)
West - AG

Surrounding Zoning- North – PO-3
South - RA
East - BB (Across SR 21)
West – AR-2

Property Characteristics

Soils: Penney fine sand, 0 to 5 percent slopes.

Drainage & Topography: The site drains to the west; the high elevation on the site is on the Northeastern property boundary (158) at SR 21 sloping to the South to an elevation of 146 at the rear of the property. A natural outfall exists along Treat Road draining to the west.

Clay County
Planned Commercial Development Written Statement
Anderson Business Park

Vegetation: The site is wooded under a silviculture plan to harvest trees of which the majority are slash pine for lumber and pulp use.

Flood Zone: The site lies within Zone X.

Existing Improvements:

There are no existing improvements except overhead power lines that transect the property within an easement. There is an existing plat with non-opened county right-of-way that the applicant will request to be vacated.

Acreage Summary:

Total Property	60.49 acres
Wetlands	0.00 acres

DEVELOPABLE 60.49 Acres

Permitted Uses:

Appliance sales and services; automotive parts; business machine sales and services; department store; grocery store; drug store; furniture store; hardware store; heating, ventilation, and air conditioning; medical supply; Automobile body shops and motor vehicle custom body work; tire sales and service; wholesale sales rooms and storage rooms; boat and motor sales and service; lawnmower and outboard rentals, sales and service; feed and hay processing and sales; fertilizer stores; well-drilling and pump service; wholesale bakeries; lumber yards and building material sales; wholesale business and warehouses; shops performing custom work in: electrical, plumbing, sheet metal, heating, ventilating and air conditioning; pest control services and supplies; assembly and fabrication of goods using components manufactured elsewhere and brought to site; landscaping and lawn service; wholesale plant nursery.

Conditional Uses:

Communication Antennas and Communication Towers, including accessory buildings, tower support and peripheral anchors as governed by the provisions of Section 20.3-46 of the Clay County Land Development Code.

Recreational Vehicle and Boat Storage.

Development Standards:

Lot and Building Requirements:

Clay County
Planned Commercial Development Written Statement
Anderson Business Park

1. Setback Requirements: The principal building(s), accessory structures and other uses shall be located so as to comply with the following minimum requirements:
 - a. Side Lot Setbacks: Side lot setbacks on property which abuts residential or agricultural districts shall be not less than twenty-five (25) feet from side property lines. If said lot is a corner lot, then setbacks should be the same as the front setback.
 - b. Where the adjoining lot is also zoned for business, the building may be placed up to the side lot line, providing the building is constructed in accordance with the regulations of the applicable Building Code; in all other construction, the minimum side setback shall be fifteen (15) feet.
 - c. Rear lot line setbacks shall not be less than twenty (20) feet from rear property line, or not less than twenty-five (25) feet when adjacent to multi-family and single-family residences. If the rear yard does not abut a public street, then access over private property shall be provided. Access shall be not less than fifteen (15) feet in width, and shall be unobstructed at all times.
 - d. Front lot line setbacks shall be a minimum of forty (40) feet from front property line.
2. Where PCD is adjacent to a lot line of property of a residential or agricultural classification, no materials, garbage containers or refuse shall be allowed nearer than thirty (30) feet to such a residential or agricultural district. Garbage or refuse shall be containerized and such containers shall be enclosed or screened so as not to be readily visible.
3. Density Requirements. The maximum density of development shall be a FAR of forty (40) percent.
4. No outside amplification of sound shall be permitted which can be heard off-site.
5. Visual Barrier. Proposed non-residential development shall be buffered from adjacent land within the residential land use categories identified in Section 20.3-8 with a thirty (40) foot natural area with minimum six (6) foot high opaque barrier (fence or vegetation) if existing trees and vegetation is removed.

Lighting Requirements:

Exterior Lighting. All exterior lights and illuminated signs shall be designed, located, installed and directed in such a manner as to prevent objectionable light trespass and glare across the property lines and disability glare at any location on or off the property. Lighting of such areas shall not be used to attract attention to the businesses.

1. The average light level shall not exceed 3.6 footcandles on any part of the site except covered or protected outdoor work areas, the minimum light level shall be 0.9

Clay County
Planned Commercial Development Written Statement
Anderson Business Park

footcandles, and the uniformity ratio shall not exceed 4:1. Areas used for parking or vehicle storage shall be illuminated in accordance with the requirements for parking areas set forth elsewhere in this section.

2. Lighting of or on buildings shall be limited to wall-washer type fixtures or up-lights, which do not produce spill light or glare. A cutoff fixture shall not have more than one percent (1%) of lamp lumens above horizontal. Sag lenses, convex lenses, and drop lenses shall be prohibited. Lighting at a building or project shall not be comprised in whole or part of any floodlights.
3. Illumination levels at the property line of the building or project shall not be more than 0.5 f.c. at any point when the building or project is located next to any residential use and shall not be more than 1.0 f.c. when located next to any other use. To avoid glare or spill light from encroaching onto adjacent properties, illumination shall be installed with house side shields and reflectors and shall be maintained in such a manner as to confine light rays to the remises of the building or project.
4. Lighting shall be installed with time controls so that light levels are reduced not later than one hour after the close of operations to the minimum levels needed under the IESNA to ensure safety and security (approximately a 50% reduction). Light fixtures shall not exceed 20 feet in height in parking areas and other parts of the site, and along sidewalks and parking lot pedestrian corridors, decorative streetlights shall be provided with a height not to 12 feet with lights spaced no more than 40 feet apart.
5. A photometric plan and site lighting plan shall be required with building construction drawings to ensure these standards have been met.
6. Light fixtures shall not exceed 25 feet in height in parking areas and other parts of the site, and along sidewalks and parking lot pedestrian corridors may not exceed 12 feet in height.

Signage Requirements:

1. Shopping Center Signs. Monument signs are allowed.
 - a. Signs. Monument signs shall be allowed at each entrance into shopping centers. Allowable sign size shall be 50 square feet, exceeding this figure when a calculation of one square foot per 1,000 square feet of building area allows. Sign size shall not exceed 150 square feet, and sign height shall not exceed 8 feet, with architectural features of the sign not to exceed 12 feet in height. Pole and pylon signs are prohibited. Monument signs may be externally illuminated and shall be designed such that all means of support are concealed. Street numbers shall be placed on signs at a minimum letter height of 3 ½" or 10% of sign face height.
 - b. Canopy Signs. One canopy or awning sign per occupancy may be permitted subject to the following. The area of copy shall not exceed one square foot per linear foot of canopy, front and sides or a maximum of 75 square feet, front and sides. No canopy sign shall be less than nine feet above the ground immediately below it. Copy may be installed above or on the face of the canopy, provided that the copy area of a sign installed above or on the canopy will be computed on the

Clay County
Planned Commercial Development Written Statement
Anderson Business Park

total of the sign face and the canopy apron. Signs attached to the underside of a canopy shall have a copy area no greater than six square feet.

2. Freestanding Retail, Office, and Industrial Signs. Monument signs are allowed. Allowable sign size is 50 square feet, exceeding this figure when a calculation of one square foot per five linear feet of lot frontage allows. Such signs shall be a maximum of 75 square feet and a maximum height of ten feet. Signs shall be located in an area that is between five and 20 feet from the right-of-way. One freestanding sign per parcel is allowed for the primary street frontage, as indicated by the orientation of the main entrance of the building.
3. Office/Industrial Park/Complex Uses. Freestanding monument signs are allowed. Size of signs is calculated at a rate of one square foot per 1,000 square feet of building area, beyond a base of 50 square feet. Maximum sign size is 150 feet and maximum height is 15 feet.
4. Sign Illumination. Any external above-ground light source shall be located and hidden within a planter bed. Light sources located outside the planter bed shall be in a burial fixture. Sign lights shall be focused, directed, and so arranged as to prevent glare or direct illumination or traffic hazard from said lights onto residential districts or onto the abutting roadways. No flashing or pulsating lights shall be permitted on any sign.
5. Wall Signs. Wall signs are allowed for commercial, office, and industrial buildings. Maximum sign area shall be determined by multiplying the occupancy front foot (linear footage) by 1.5 feet. The maximum sign vertical dimension shall not exceed 20 percent of the building height. In the case of multi-use buildings with individual frontages, these standards shall apply to each portion of the building occupied by a use. Total wall sign size may not exceed 400 square feet.
6. Prohibited Signs.
 - a. Pole or pylon signs.
 - b. Billboards and off-premises signs.
 - c. Flashing or revolving signs, except for barber poles (allowable only in the supplemental sidewalk zone in shopping streets in the Community and Activity Center and in the Neighborhood Center;
 - d. Roof signs;
 - e. Any sign suspended between poles and illuminated by a series of lights;
 - f. Any sign erected on a tree or utility pole, or painted or drawn on a rock or other natural feature;
 - g. Any sign suspended between poles which is either a pennant or spinner;
 - h. Signs which contain, include, or are illuminated by any flashing, intermittent, or moving light or light except for those giving public service information such as time, date, temperature, weather, or similar information.

Landscape Requirements:

1. Landscaping shall meet the Clay County standards in effect at the time the PCD is approved except the designated natural landscape buffer as depicted in the plan.

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Planned Commercial Development Written Statement
Anderson Business Park

The required 10% VUA landscaping shall be distributed within the development plan as depicted on the PCD Site Plan.

2. Individual site plans will meet all current Clay County standards at the time of submittal.

Parking Requirements:

Parking requirements shall meet the Clay County standards in effect at the time of individual site plan application.

Life Safety Requirements:

Fire access will meet current NFPA standards in effect at the time of individual site plan application.

Phases:

The project will be constructed in six phases. Each phase corresponds to each parcel within the planned commercial development. Individual site plans will be submitted for review and approval. Stormwater management will be in a master facility for the development and common area management will be the responsibility of the property owner's association.



1 **Staff Report and Recommendations for PUD 26-0001**

2
3 **Copies of the application are available at the Clay County Administration Office,**
4 **3rd floor, located at 477 Houston Street Green Cove Springs, FL 32043**
5

6 **Owner / Applicant Information:**

Owner: D. Anderson Development, Inc.
Agent: Colin Groff (Black Creek Engineering, Inc.)

7
8 **Property Information**

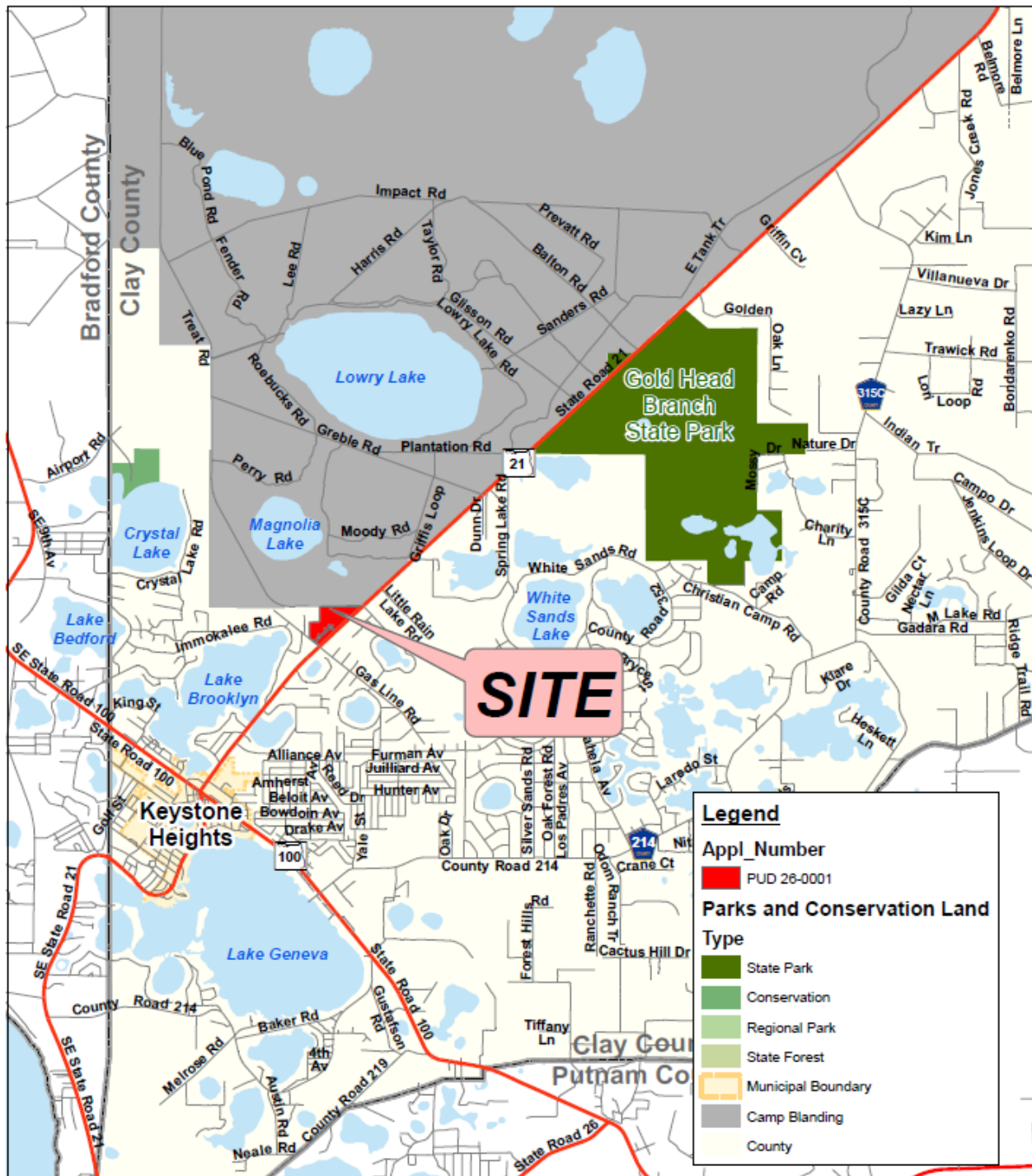
Parcel ID: 09-08-23-001047-000-00, 09-08-23-001053-000-00	Parcel Address: State Road 21, (located between Tread Rd. and Gas Line Rd.
Current Zoning: Rural Estates District (AR-2) and Commercial and Professional Office District (BA-2)	Current Land Use: Agriculture/Residential (AR) and Commercial (COM)
Proposed Zoning: Planned Commercial Development District (PCD)	Total Acres: 60.49 +/- acres
	Acres affected by Zoning change: 60.49 +/- acres
Commission District: 4, Comm. Condon	Planning District: Keystone Heights

9
10 **Introduction:**

11 This application is a Rezoning of two parcels of land from Rural Estates District (AR-2) and Commercial and
12 Professional Office District (BA-2) to Planned Commercial Development District (PCD). The subject parcels
13 are located on the west side of County Road 21, between Treat Road and Gas Line Road. The property is
14 currently undeveloped but if rezoned would allow for six commercial tracts ranging in size from 8 to 12 acres.

15
16 A companion Future Land Use Map Amendment to change portions of parcel 001047-000-00 from
17 Agriculture/Residential (AR) to Commercial (COM) precedes this rezoning.
18
19

Figure 1 – Location Map

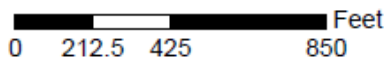
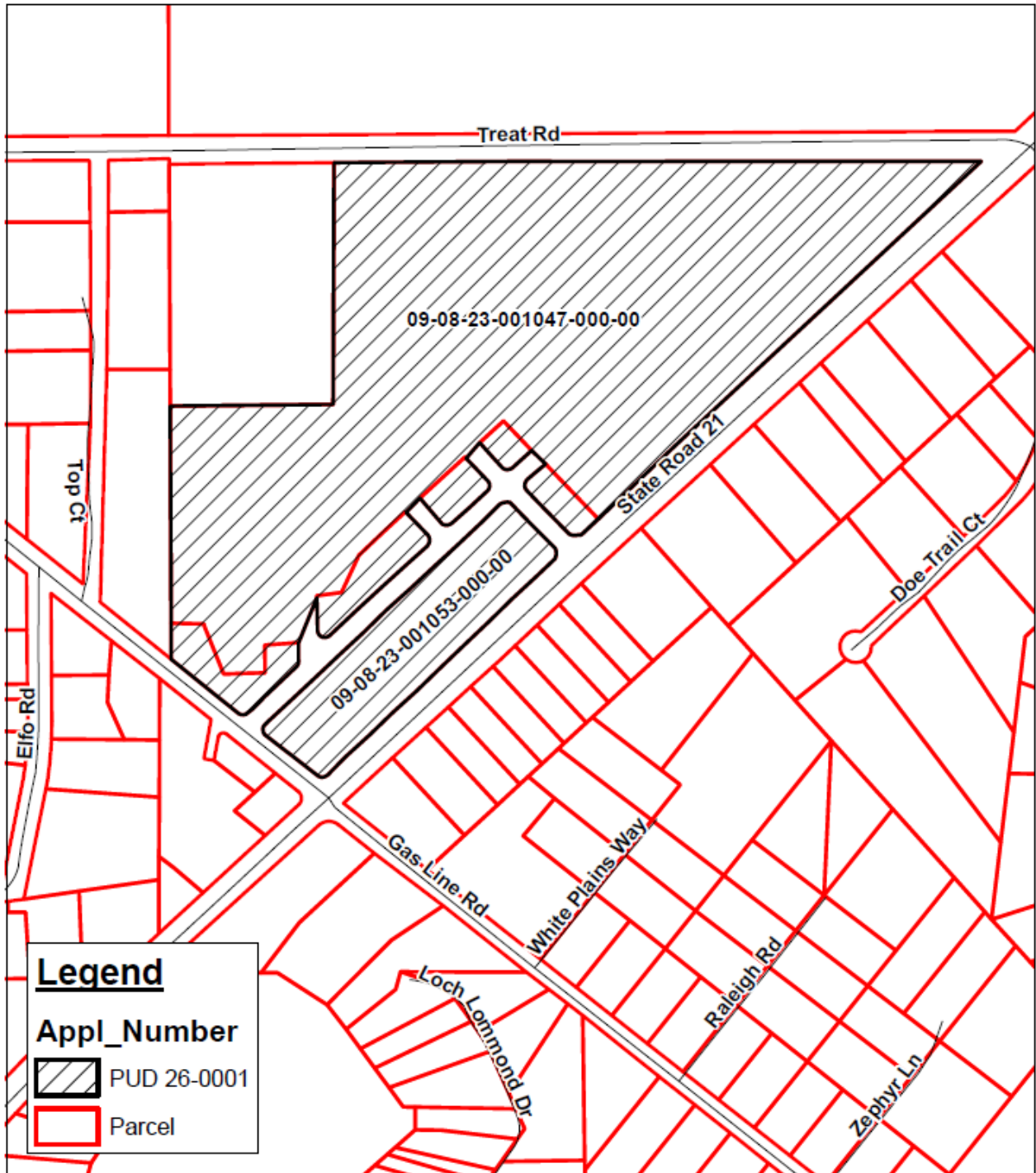


0 3,400 6,800 13,600 Feet

Location Map
Rezoning: PUD 26-0001



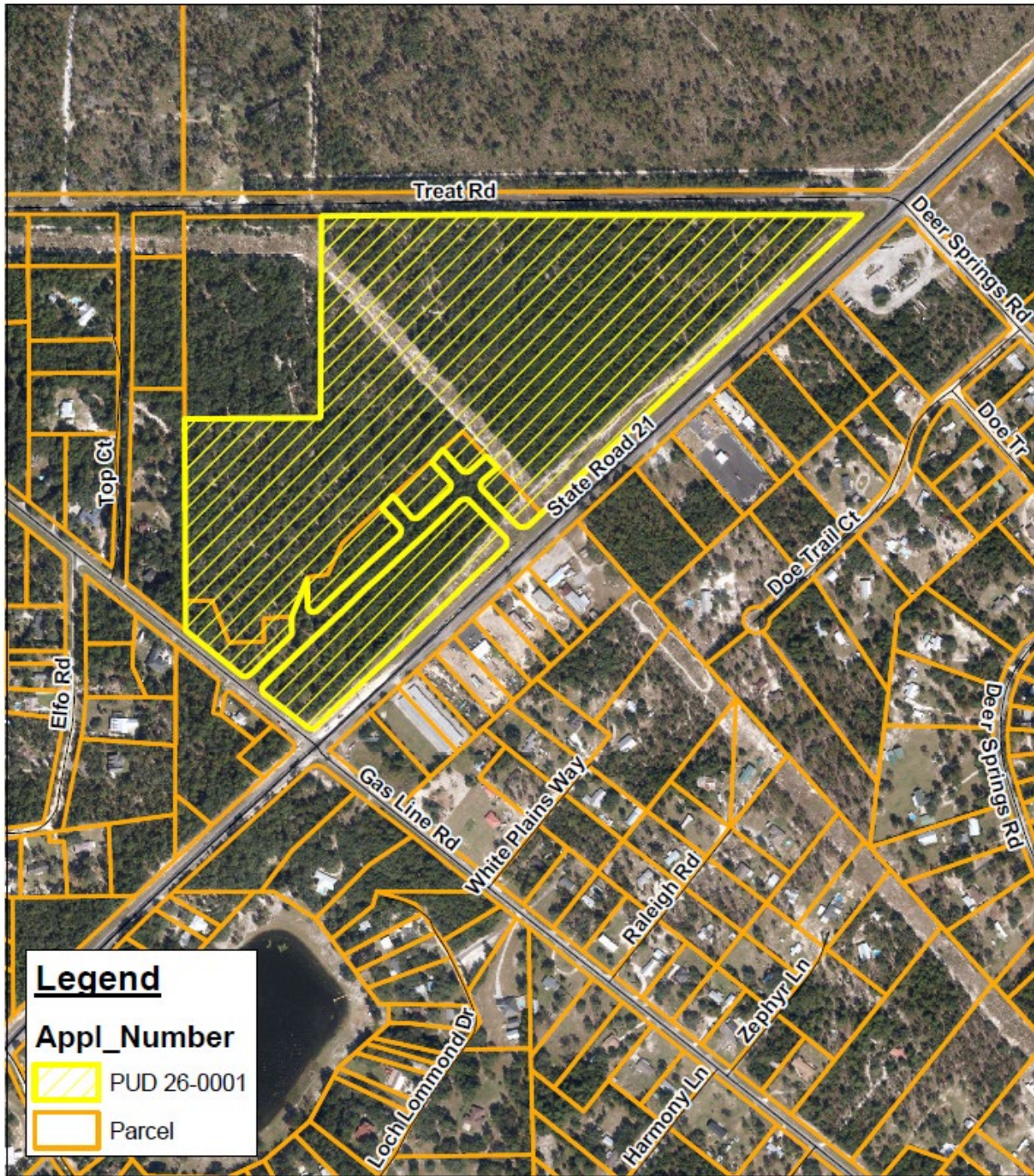
Figure 2 – Parcel Map



Rezoning: PUD 26-0001
Parcel Map



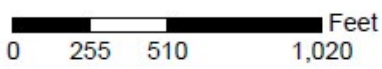
Figure 3 – Aerial Photo



Legend

Appl_Number

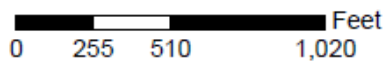
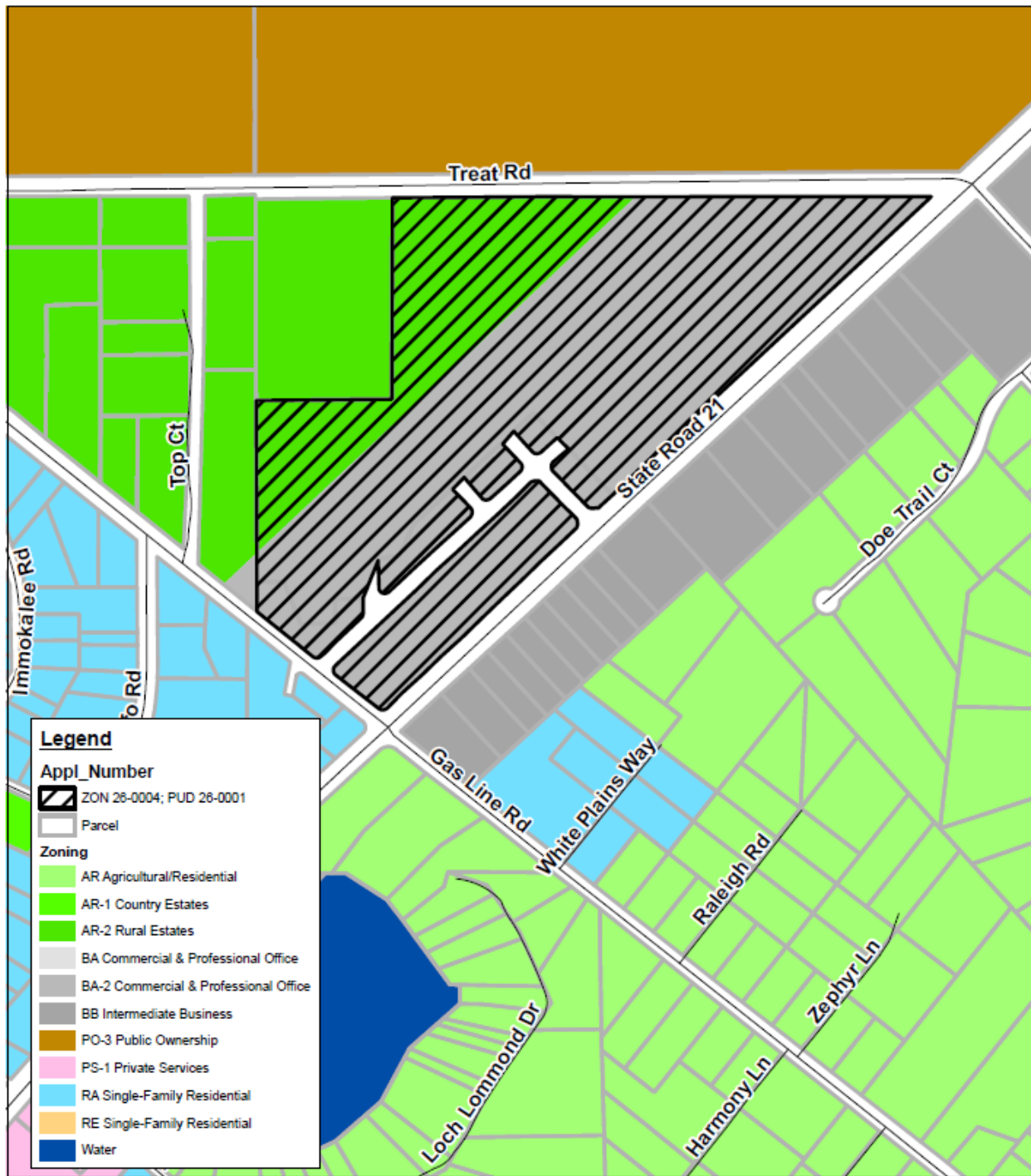
-  PUD 26-0001
-  Parcel



**Rezoning: PUD 26-0001
from AR / BA-2 to PCD**



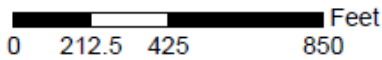
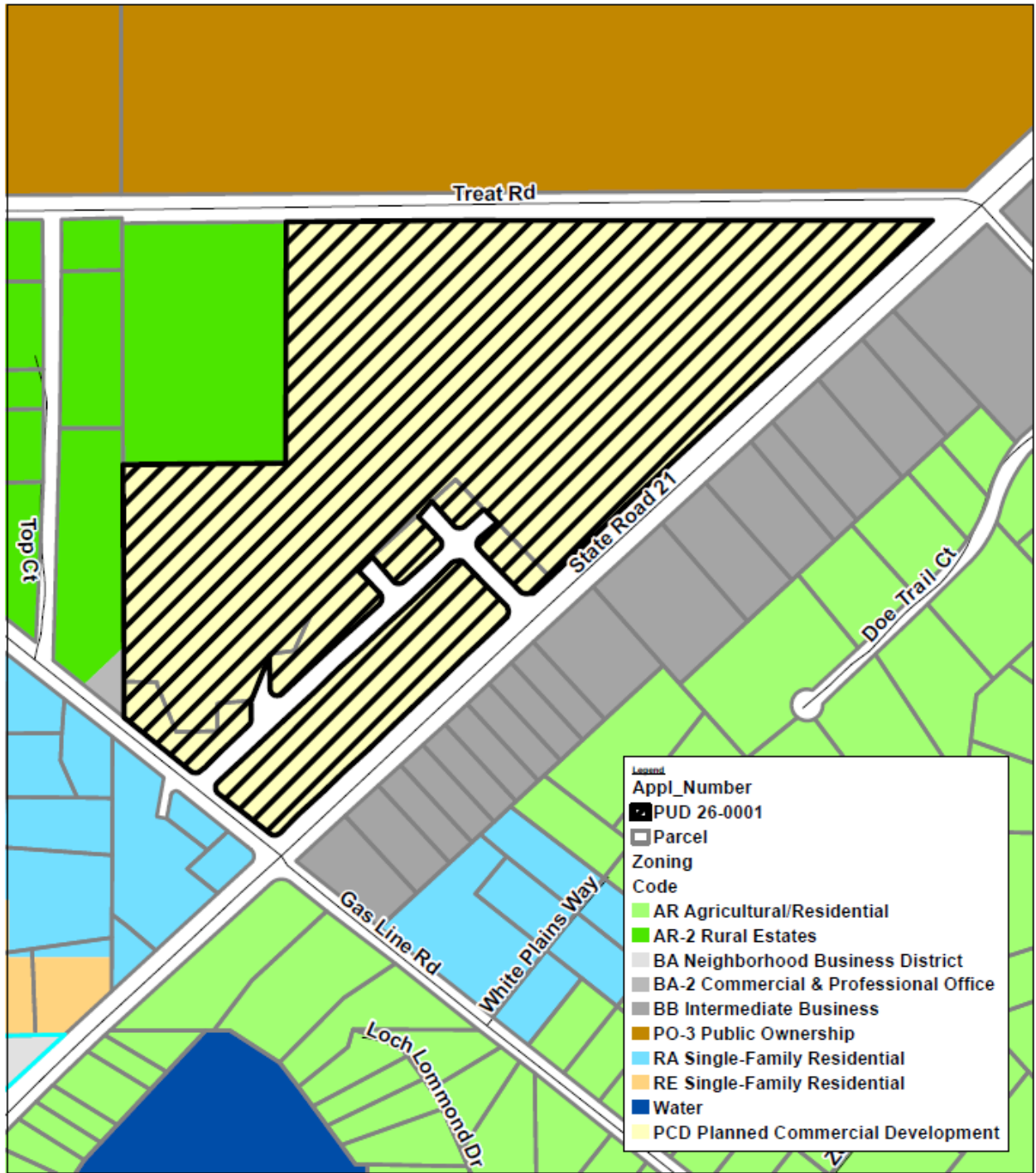
Figure 3 – Existing Zoning Map



**Existing Zoning
Rezoning: PUD 26-0001
from BA-2 / AR to PCD**



Figure 4 – Proposed Zoning Map



Proposed Zoning
Rezoning: PUD 26-0001
from AR / BA-2 to PCD



32 **Relevant Clay County 2045 Comprehensive Plan Policies**

33 The following Policy supports the proposed Rezoning Amendment to the Code:

34 FLU Policy 1.4.1 9) Commercial “COM”

35 9) Commercial – “COM”: The commercial designation accommodates the full range of sales, service,
36 and office activities. These uses may occur in self contained shopping centers, free standing
37 structures, campus like business parks, central business districts, or along arterial highways. These
38 areas are intended for larger scale, more intensive community type commercial uses.

39 The location of commercial development shall be concentrated at major intersections and within
40 Activity Centers and Planned Communities. The development shall create a commercial node, not
41 a strip, with a mixture of retail, office, and hotel uses.

42 **Analysis of Proposed Rezoning Amendment**

43 In reviewing the proposed application for Rezoning, the following criteria may be considered along with
44 such other matters as may be appropriate to the particular application:

45
46 (a) Whether the proposed change will create an isolated district unrelated to or incompatible with
47 adjacent and nearby districts;

48 Staff Finding: The proposed PCD will not create an isolated district that is incompatible with adjacent and
49 nearby districts. The proposed permitted uses are similar to the Intermediate Business District (BB) that is
50 designated across SR 21 and is no longer an option for rezoning property.

51 (b) Whether the district boundaries are illogically drawn in relation to the existing conditions on the
52 real property proposed for change;

53 Staff Finding: The existing district boundaries are similar to other commercial corridors throughout the
54 County that have resulted in strip-like commercial. The proposed zoning will allow larger commercial
55 businesses that cannot be accommodated on the smaller commercial lots.

56 (c) Whether the conditions which existed at the time the real property was originally zoned have
57 changed or are changing, and, to maintain consistency with the Plan, favor the adoption of the proposed
58 Rezoning;

59 Staff Finding: The current BA-2 (Commercial and Professional Office District), which allows for office
60 buildings of 2,500 square feet or less, is more appropriately applied where existing residential is
61 transitioning to commercial and the homes are repurposed for office space. The subject parcels have
62 remained undeveloped since zoning to BA-2 in 1978.

63 (d) Whether the affected real property cannot be used in accordance with existing zoning;

64 Staff Finding: The property could be used as is for office space as the BA-2 district allows however, recent
65 trends including remote workforce and use of commercial strip centers for commercial and professional
66 offices have reduced the need for office development

67 (e) Whether the proposed Rezoning application is compatible with and furthers the County's stated
68 objectives and policies of the Plan;

69 Staff Finding: Development of the parcel with uses that promote new business growth and employment
70 opportunities is consistent with the objectives and policies of the Comprehensive Plan.

71 (f) Whether maintenance of the existing zoning classification for the proposed Rezoning serves a
72 legitimate public purpose;

73 Staff Finding: There is no legitimate public purpose in retaining the land as currently zoned. It has
74 remained undeveloped under the current zoning designation since 1978.

75 (g) Whether maintenance of the status quo is no longer reasonable when the proposed Rezoning is
76 inconsistent with surrounding land use;

77 Staff Finding: The limitations of the current zoning on the development of the parcels are not in line with
78 today's development trends and patterns.

79 (h) Whether there is an inadequate supply of sites in the County for the proposed intensity or density
80 within the district already permitting such intensity or density.

81 Staff Finding: There is limited supply of larger commercial tracts in this node and in the Keystone Heights
82 commercial district.

83 The proposed rezoning would change the subject parcels from Rural Estates District (AR-2) and Commercial
84 and Professional Office District (BA-2) to Planned Commercial Development District (PCD). This change
85 would be in keeping with the evolving character of the surrounding districts as shown in the table below:
86

	Future Land Use	Zoning District
North (across Treat Road)	Military (MIL)	Public Ownership (PO-3)
South (across SR 21) (across Gas Line Road)	Commercial (COM) Rural Fringe (RF)	Intermediate Business District (BB) Single Family Residential (RA)
East (across SR 21)	Commercial (COM)	Intermediate Business District (BB)
West	Agriculture/Residential (AR)	Rural Estates District (AR-2)

87

88 In addition to providing larger parcels for commercial development that cannot be met through parcels in
89 the area, the PCD will be a unified development guided by signage and lighting requirements that will prevent

90 light trespass to the adjacent residential and military base. A 40' natural vegetative buffer is proposed where
91 adjacent to residential and common stormwater facilities will also be provided. The permitted uses will be
92 similar to those allowed across SR 21.

93

94 **Recommendation**

95 Staff recommends approval of PUD 26-0001.

96

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY FLORIDA, PURSUANT TO ARTICLE III OF THE CLAY COUNTY LAND DEVELOPMENT CODE, KNOWN AS THE ZONING AND LAND USE LDRs ADOPTED PURSUANT TO ORDINANCE 93-16, AS AMENDED, PROVIDING FOR THE REZONING OF TWO PARCELS OF LAND (TAX PARCEL IDENTIFICATION #s 09-08-23-001047-000-00 and 09-08-23-001053-000-00), TOTALING 60.49 ACRES, FROM THEIR PRESENT ZONING CLASSIFICATIONS OF COMMERCIAL AND PROFESSIONAL OFFICE DISTRICT (BA-2) AND RURAL ESTATES DISTRICT (AR-2) TO PLANNED COMMERCIAL DEVELOPMENT DISTRICT (PCD); PROVIDING A DESCRIPTION; PROVIDING AN EFFECTIVE DATE.

Be It Ordained by the Board of County Commissioners of Clay County:

Section 1. Application PUD 26-0001 seeks to rezone two parcels of land totaling approximately 60.49 acres (tax parcel identification #s 09-08-23-001047-000-00 & 09-08-23-001053-000-00) (the Property), described in Exhibit “A-1”, and depicted in Exhibit “A-2”.

Section 2. The Board of County Commissioners approves the rezoning request. The zoning classification of the Property is hereby changed from Commercial and Professional Office District (BA-2) and Rural Estates District (AR-2) to Planned Commercial Development District (PCD), subject to the conditions outlined in the Written Statement attached as Exhibit “B-1” and the Site Plan attached as Exhibit “B-2”.

Section 3. Nothing herein contained shall be deemed to impose conditions, limitations or requirements not applicable to all other land in the zoning district wherein said lands are located.

Section 4. The Building Department is authorized to issue construction permits allowed by zoning classification as rezoned hereby.

Section 5. This Ordinance shall become effective upon the Ordinance adopting the comprehensive plan amendment requested in Application COMP 26-0003 becoming effective.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this _____ day of May 2026.

BOARD OF COUNTY COMMISSIONERS
OF CLAY COUNTY, FLORIDA

By: _____
Kristen Burke, Chairman

ATTEST:

By: _____
Tara S. Green,
Clay County Clerk of Court and Comptroller
Ex Officio Clerk to the Board

Exhibit "A-1"

Legal Description

DESCRIPTION OF LANDS SURVEYED: OFFICIAL RECORDS BOOK 4870 - Pg. 1483

PARCEL 1:

THAT PART OF THE SOUTH 1/2 OF SECTION 9, TOWNSHIP 8 SOUTH, RANGE 23 EAST WHICH LIES WESTERLY OF STATE ROAD #21, AS MORE PARTICULARLY DESCRIBED BELOW WHICH IS ATTACHED HERETO AND BY THIS REFERENCE INCORPORATED HEREIN.

FOR A POINT OF REFERENCE COMMENCE AT THE SOUTHWEST CORNER OF SAID SECTION 9 AND RUN NORTH 00 DEGREES 18 MINUTES 30 SECONDS EAST, A DISTANCE OF 1086.59 FEET TO THE POINT OF BEGINNING OF THE LANDS HEREIN DESCRIBED; THENCE CONTINUE NORTH 00 DEGREES 18 MINUTES 30 SECONDS EAST A DISTANCE OF 40.0 FEET TO A POINT; THENCE SOUTH 89 DEGREES 41 MINUTES 30 SECONDS EAST A DISTANCE OF 0.35 FEET TO A POINT; THENCE NORTH 00 DEGREES 19 MINUTES 32 SECONDS EAST A DISTANCE OF 1507.91 FEET TO THE NORTHWEST CORNER OF THE SOUTH ONE-HALF (1/2) OF SECTION 9, TOWNSHIP 8 SOUTH, RANGE 23 EAST; THENCE RUN SOUTH 89 DEGREES 39 MINUTES 10 SECONDS EAST ALONG THE NORTH LINE OF SAID SOUTH ONE-HALF (1/2) A DISTANCE OF 2668.98 FEET TO A POINT ON THE WESTERLY RIGHT-OF-WAY LINE OF STATE ROAD NO. 21 (A 100 FOOT RIGHT-OF-WAY); THENCE SOUTH 47 DEGREES 16 MINUTES 19 SECONDS WEST ALONG SAID WESTERLY RIGHT-OF-WAY LINE A DISTANCE OF 2905.85 FEET TO A POINT, SAID POINT BEING THE POINT OF INTERSECTION OF THE WESTERLY RIGHT-OF-WAY LINE OF STATE ROAD NO. 21 (A 100 FOOT RIGHT-OF-WAY) AND THE NORTHERLY RIGHT-OF-WAY LINE OF IMMOKALEE ROAD (AN 80 FOOT RIGHT-OF-WAY) AS SHOWN ON PLAT OF SUNNY ACRES ESTATES UNIT ONE, ACCORDING TO PLAT THEREOF RECORDED IN PLAT BOOK 6, PAGE 42, OF THE PUBLIC RECORDS OF CLAY COUNTY; THENCE RUN NORTH 51 DEGREES 00 MINUTES 30 SECONDS WEST ALONG THE NORTHERLY RIGHT-OF-WAY OF IMMOKALEE ROAD, A DISTANCE OF 699.25 FEET TO THE POINT OF BEGINNING OF THE LANDS HEREIN DESCRIBED.

EXCEPTION 1:

EXCEPTING THEREFROM: THAT PORTION OF THE ABOVE DESCRIBED LANDS SUBDIVIDED IN SUNNY ACRES ESTATES UNIT ONE, ACCORDING TO PLAT THEREOF RECORDED IN PLAT BOOK 6, PAGE 42, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA.

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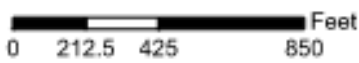
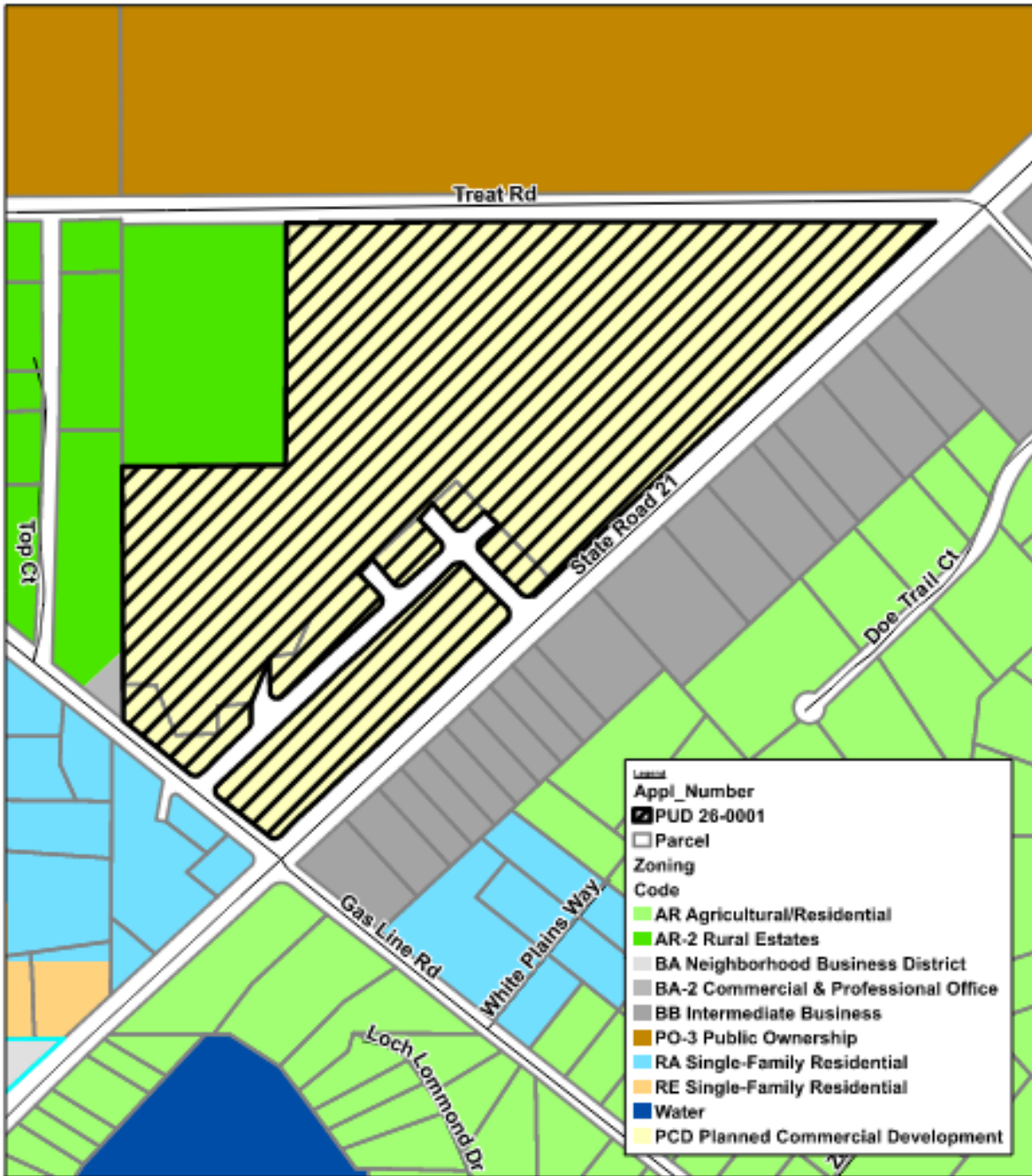
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PARCEL 2:

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Exhibit "A-2"



**Proposed Zoning
Rezoning: PUD 26-0001
from AR-2 / BA-2 to
PCD**

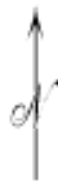


Exhibit "B-1"

Written Statement

PLANNED COMMERCIAL DEVELOPMENT WRITTEN STATEMENT ANDERSON BUSINESS PARK

Type of Development: Business Park PCD

Property Owner: D Anderson Development Inc
7770 Odom Ranch Trail
Keystone Heights FL 32656

Agent: Colin D. Groff, P.E.
Black Creek Engineering, Inc.
3900 Paso Fino Road
Green Cove Springs, Florida 32043

PARCELS: **09-08-23-001047-000-00**
09-08-23-001053-000-00
Unopened County ROW (requested vacation of ROW)

Existing Land Use: **Front 800' - Commercial / Remaining - AG**

Proposed Land Use: **Commercial**

Existing Zoning: **Front 800' – BA-2 / Remaining – AR-2**

Requested Zoning: **PCD – Planned Commercial Development**

Surrounding Land Use: North - MIL
South – RF
East – Commercial (Across SR 21)
West - AG

Surrounding Zoning- North – PO-3
South - RA
East - BB (Across SR 21)
West – AR-2

Property Characteristics

Soils: Penney fine sand, 0 to 5 percent slopes.

Drainage & Topography: The site drains to the west; the high elevation on the site is on the Northeastern property boundary (158) at SR 21 sloping to the South to an elevation of 146 at the rear of the property. A natural outfall exists along Treat Road draining to the west.

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Anderson Business Park

Vegetation: The site is wooded under a silviculture plan to harvest trees of which the majority are slash pine for lumber and pulp use.

Flood Zone: The site lies within Zone X.

Existing Improvements:

There are no existing improvements except overhead power lines that transect the property within an easement. There is an existing plat with non-opened county right-of-way that the applicant will request to be vacated.

Acreage Summary:

Total Property	60.49 acres
Wetlands	0.00 acres

DEVELOPABLE 60.49 Acres

Permitted Uses:

Appliance sales and services; automotive parts; business machine sales and services; department store; grocery store; drug store; furniture store; hardware store; heating, ventilation, and air conditioning; medical supply; Automobile body shops and motor vehicle custom body work; tire sales and service; wholesale sales rooms and storage rooms; boat and motor sales and service; lawnmower and outboard rentals, sales and service; feed and hay processing and sales; fertilizer stores; well-drilling and pump service; wholesale bakeries; lumber yards and building material sales; wholesale business and warehouses; shops performing custom work in: electrical, plumbing, sheet metal, heating, ventilating and air conditioning; pest control services and supplies; assembly and fabrication of goods using components manufactured elsewhere and brought to site; landscaping and lawn service; wholesale plant nursery.

Conditional Uses:

Communication Antennas and Communication Towers, including accessory buildings, tower support and peripheral anchors as governed by the provisions of Section 20.3-46 of the Clay County Land Development Code.

Recreational Vehicle and Boat Storage.

Development Standards:

Lot and Building Requirements:

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Planned Commercial Development Written Statement
Anderson Business Park

1. Setback Requirements: The principal building(s), accessory structures and other uses shall be located so as to comply with the following minimum requirements:
 - a. Side Lot Setbacks: Side lot setbacks on property which abuts residential or agricultural districts shall be not less than twenty-five (25) feet from side property lines. If said lot is a corner lot, then setbacks should be the same as the front setback.
 - b. Where the adjoining lot is also zoned for business, the building may be placed up to the side lot line, providing the building is constructed in accordance with the regulations of the applicable Building Code; in all other construction, the minimum side setback shall be fifteen (15) feet.
 - c. Rear lot line setbacks shall not be less than twenty (20) feet from rear property line, or not less than twenty-five (25) feet when adjacent to multi-family and single-family residences. If the rear yard does not abut a public street, then access over private property shall be provided. Access shall be not less than fifteen (15) feet in width, and shall be unobstructed at all times.
 - d. Front lot line setbacks shall be a minimum of forty (40) feet from front property line.
2. Where PCD is adjacent to a lot line of property of a residential or agricultural classification, no materials, garbage containers or refuse shall be allowed nearer than thirty (30) feet to such a residential or agricultural district. Garbage or refuse shall be containerized and such containers shall be enclosed or screened so as not to be readily visible.
3. Density Requirements. The maximum density of development shall be a FAR of forty (40) percent.
4. No outside amplification of sound shall be permitted which can be heard off-site.
5. Visual Barrier. Proposed non-residential development shall be buffered from adjacent land within the residential land use categories identified in Section 20.3-8 with a thirty (40) foot natural area with minimum six (6) foot high opaque barrier (fence or vegetation) if existing trees and vegetation is removed.

Lighting Requirements:

Exterior Lighting. All exterior lights and illuminated signs shall be designed, located, installed and directed in such a manner as to prevent objectionable light trespass and glare across the property lines and disability glare at any location on or off the property. Lighting of such areas shall not be used to attract attention to the businesses.

1. The average light level shall not exceed 3.6 footcandles on any part of the site except covered or protected outdoor work areas, the minimum light level shall be 0.9

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Anderson Business Park

footcandles, and the uniformity ratio shall not exceed 4:1. Areas used for parking or vehicle storage shall be illuminated in accordance with the requirements for parking areas set forth elsewhere in this section.

2. Lighting of or on buildings shall be limited to wall-washer type fixtures or up-lights, which do not produce spill light or glare. A cutoff fixture shall not have more than one percent (1%) of lamp lumens above horizontal. Sag lenses, convex lenses, and drop lenses shall be prohibited. Lighting at a building or project shall not be comprised in whole or part of any floodlights.
3. Illumination levels at the property line of the building or project shall not be more than 0.5 f.c. at any point when the building or project is located next to any residential use and shall not be more than 1.0 f.c. when located next to any other use. To avoid glare or spill light from encroaching onto adjacent properties, illumination shall be installed with house side shields and reflectors and shall be maintained in such a manner as to confine light rays to the remises of the building or project.
4. Lighting shall be installed with time controls so that light levels are reduced not later than one hour after the close of operations to the minimum levels needed under the IESNA to ensure safety and security (approximately a 50% reduction). Light fixtures shall not exceed 20 feet in height in parking areas and other parts of the site, and along sidewalks and parking lot pedestrian corridors, decorative streetlights shall be provided with a height not to 12 feet with lights spaced no more than 40 feet apart.
5. A photometric plan and site lighting plan shall be required with building construction drawings to ensure these standards have been met.
6. Light fixtures shall not exceed 25 feet in height in parking areas and other parts of the site, and along sidewalks and parking lot pedestrian corridors may not exceed 12 feet in height.

Signage Requirements:

1. Shopping Center Signs. Monument signs are allowed.
 - a. Signs. Monument signs shall be allowed at each entrance into shopping centers. Allowable sign size shall be 50 square feet, exceeding this figure when a calculation of one square foot per 1,000 square feet of building area allows. Sign size shall not exceed 150 square feet, and sign height shall not exceed 8 feet, with architectural features of the sign not to exceed 12 feet in height. Pole and pylon signs are prohibited. Monument signs may be externally illuminated and shall be designed such that all means of support are concealed. Street numbers shall be placed on signs at a minimum letter height of 3 ½" or 10% of sign face height.
 - b. Canopy Signs. One canopy or awning sign per occupancy may be permitted subject to the following. The area of copy shall not exceed one square foot per linear foot of canopy, front and sides or a maximum of 75 square feet, front and sides. No canopy sign shall be less than nine feet above the ground immediately below it. Copy may be installed above or on the face of the canopy, provided that the copy area of a sign installed above or on the canopy will be computed on the

Clay County
Planned Commercial Development Written Statement
Anderson Business Park

total of the sign face and the canopy apron. Signs attached to the underside of a canopy shall have a copy area no greater than six square feet.

2. Freestanding Retail, Office, and Industrial Signs. Monument signs are allowed. Allowable sign size is 50 square feet, exceeding this figure when a calculation of one square foot per five linear feet of lot frontage allows. Such signs shall be a maximum of 75 square feet and a maximum height of ten feet. Signs shall be located in an area that is between five and 20 feet from the right-of-way. One freestanding sign per parcel is allowed for the primary street frontage, as indicated by the orientation of the main entrance of the building.
3. Office/Industrial Park/Complex Uses. Freestanding monument signs are allowed. Size of signs is calculated at a rate of one square foot per 1,000 square feet of building area, beyond a base of 50 square feet. Maximum sign size is 150 feet and maximum height is 15 feet.
4. Sign Illumination. Any external above-ground light source shall be located and hidden within a planter bed. Light sources located outside the planter bed shall be in a burial fixture. Sign lights shall be focused, directed, and so arranged as to prevent glare or direct illumination or traffic hazard from said lights onto residential districts or onto the abutting roadways. No flashing or pulsating lights shall be permitted on any sign.
5. Wall Signs. Wall signs are allowed for commercial, office, and industrial buildings. Maximum sign area shall be determined by multiplying the occupancy front foot (linear footage) by 1.5 feet. The maximum sign vertical dimension shall not exceed 20 percent of the building height. In the case of multi-use buildings with individual frontages, these standards shall apply to each portion of the building occupied by a use. Total wall sign size may not exceed 400 square feet.
6. Prohibited Signs.
 - a. Pole or pylon signs.
 - b. Billboards and off-premises signs.
 - c. Flashing or revolving signs, except for barber poles (allowable only in the supplemental sidewalk zone in shopping streets in the Community and Activity Center and in the Neighborhood Center;
 - d. Roof signs;
 - e. Any sign suspended between poles and illuminated by a series of lights;
 - f. Any sign erected on a tree or utility pole, or painted or drawn on a rock or other natural feature;
 - g. Any sign suspended between poles which is either a pennant or spinner;
 - h. Signs which contain, include, or are illuminated by any flashing, intermittent, or moving light or light except for those giving public service information such as time, date, temperature, weather, or similar information.

Landscape Requirements:

1. Landscaping shall meet the Clay County standards in effect at the time the PCD is approved except the designated natural landscape buffer as depicted in the plan.

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Anderson Business Park

The required 10% VUA landscaping shall be distributed within the development plan as depicted on the PCD Site Plan.

2. Individual site plans will meet all current Clay County standards at the time of submittal.

Parking Requirements:

Parking requirements shall meet the Clay County standards in effect at the time of individual site plan application.

Life Safety Requirements:

Fire access will meet current NFPA standards in effect at the time of individual site plan application.

Phases:

The project will be constructed in six phases. Each phase corresponds to each parcel within the planned commercial development. Individual site plans will be submitted for review and approval. Stormwater management will be in a master facility for the development and common area management will be the responsibility of the property owner's association.

Exhibit "B-2"

From: [Leonard, Ryan A COL USARMY NG FLARNG \(USA\)](#)
To: [Beth Carson](#)
Cc: [Colin Groff](#); [Chereese Stewart](#); [Kellie Henry](#)
Subject: RE: Project Adjacent to Camp Blanding
Date: Wednesday, May 6, 2026 4:02:57 PM
Attachments: [image001.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Beth,

My staff and I have reviewed the proposals, additionally the Camp Blanding Commander and his staff are aware of the proposed actions.

We find the actions are compatible usage of the property and should not impact the installation's operations. We do not have any concerns currently and agree with the County Staff recommendations. Please let me know if you need anything else.

Respectfully,

RYAN A. LEONARD
COL, EN, FLARNG
Director, CFMO-FL
(C) 904-814-6171
(O) 904-823-0250

From: Beth Carson <Elizabeth.Carson@claycountygov.com>
Sent: Wednesday, May 6, 2026 8:20 AM
To: Leonard, Ryan A COL USARMY NG FLARNG (USA) <ryan.a.leonard.mil@army.mil>
Cc: Colin Groff <cdgroff@bellsouth.net>; Chereese Stewart <Chereese.Stewart@claycountygov.com>; Kellie Henry <kellie.henry@claycountygov.com>
Subject: Project Adjacent to Camp Blanding

You don't often get email from elizabeth.carson@claycountygov.com. [Learn why this is important](#)

Good Morning Sir!

We had two items go before the Planning Commission last night that unfortunately did not make their way to you. Attached is the information for the project which is located just south of Camp Blanding. We would appreciate your thoughts on the item as soon as possible as it is scheduled to go before the Board of County Commissioners, Tuesday, the 12th. If your schedule would allow you to attend the Board's meeting, it is at 4 pm with this item scheduled

during the 5 pm Time Certain portion.

Thank you for your time!



Beth Carson, PLA, AICP

Director of Planning and Zoning

904-529-3840

Clay County Board of County
Commissioners

477 Houston Street 3rd Floor

Green Cove Springs, FL 32043

www.claycountygov.com

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Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. The information contained in this email and/or attachment(s) may be confidential and intended solely for the use of the individual or entity to whom it is addressed. This email and/or attachment(s) may contain material that is privileged or protected from disclosure under applicable law. If you are not the intended recipient or the individual responsible for delivering to the intended recipient, please notify sender immediately by telephone to obtain instructions as to whether information in this email and/or attachment(s) is confidential and privileged or protected from disclosure under applicable law.



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: Board of County
Commissioners

DATE: 4/14/2026

FROM: Courtney K.
Grimm

SUBJECT:

AGENDA ITEM
TYPE:

BACKGROUND INFORMATION:

The Board adopted Resolution No. 2025/2026-____ on April 28, 2026, scheduling this public hearing.

ATTACHMENTS:

Description	Type	Upload Date	File Name
Resolution Granting Petition to Close Co-Sar Circle, Etc	Resolution Letter	5/7/2026	Reso_Granting_Petition_-_Co-Sar_Ave_Etcdsada.pdf
2025-2026-32 Resolution Scheduling Hearing for 05.12.26	Backup Material	5/7/2026	2025-2026-32_Scheduling_Resolution_-_Co-Sar_Avenue_Etcdsada.pdf
Petition to Close a Road - Co-Sar Circle Etc	Backup Material	5/7/2026	Petition_to_Close_a_Road_with_Boundary_Surveydsada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
County Attorney	Streeper, Lisa	Approved	5/6/2026 - 4:16 PM	Item Pushed to Agenda

RESOLUTION NO. 2025/2026 - ____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, CLOSING, VACATING AND ABANDONING CO-SAR AVENUE, MIDDLETON ROAD, CO-SAR CIRCLE, CIRCLE DRIVE WEST AND SANDALWOOD STREET, AS RECORDED IN PLAT BOOK 6, PAGE 42, PUBLIC RECORDS OF CLAY COUNTY, FLORIDA, PURSUANT TO SECTIONS 336.09 AND 336.10, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

Recitals

WHEREAS, pursuant to Sections 336.09 and 336.10, Florida Statutes, a petition (the Petition) has been filed with the Board of County Commissioners (the Board) of Clay County, Florida, on behalf of D. Anderson Development, Inc., to close, vacate and abandon Co-Sar Avenue, Middleton Road, Co-Sar Circle, Circle Drive West and Sandalwood Street, as recorded in Plat Book 6, Page 42, of the public records of Clay County, Florida, (the Subject Roads); and,

WHEREAS, by the adoption of Resolution No. 2025/2026-32, and pursuant to Section 336.09, Florida Statutes, the Board scheduled a public hearing (the Public Hearing) on Tuesday May 12, 2026, at 5:00 p.m., or as soon thereafter as could be heard, in the Board’s meeting room on the Fourth Floor of the County Administration Building located at 477 Houston Street, Green Cove Springs, Florida, to consider the adoption of a resolution closing, vacating and abandoning the Subject Roads, pursuant to Section 336.10, Florida Statutes; and,

WHEREAS, notice of the Public Hearing was duly published as required under Section 336.09, Florida Statutes, and the Public Hearing was held as provided in the notice; and,

WHEREAS, the Board has determined that the Subject Roads are not required for public use, and that closing, vacating and abandoning the Subject Roads will serve a public purpose; and,

WHEREAS, the Subject Roads are more particularly described as follows:

Co-Sar Avenue, an unopened right-of-way shown on the plat of “SUNNY ACRES ESTATES UNIT 1” recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Middleton Road, an unopened right-of-way shown on the plat of “SUNNY ACRES ESTATES UNIT 1” recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Co-Sar Circle, an unopened right-of-way shown on the plat of “SUNNY ACRES ESTATES UNIT 1” recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Circle Drive West, an unopened right-of-way shown on the plat of “SUNNY ACRES ESTATES UNIT 1” recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Sandalwood Street, an unopened right-of-way shown on the plat of “SUNNY ACRES ESTATES UNIT 1” recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Be It Resolved by the Board of County Commissioners of Clay County:

Section 1. The Recitals set forth hereinabove are adopted as the findings of the Board, and said findings provide the authority and justification for the adoption of this Resolution.

Section 2. On behalf of the County and pursuant to its authority under Section 336.10, Florida Statutes, the Board hereby closes, vacates and abandons the Subject Roads as hereinabove described.

Section 3. This Resolution shall take effect immediately upon its adoption, but shall not be deemed effective unless and until the Petitioner shall have caused to be recorded in the public records of the County, proof of the publication of the notice of the Public Hearing, a certified copy of this Resolution, and proof of the publication of a notice in the *Clay Today* within thirty days following the adoption of this Resolution in the form attached hereto as Appendix A.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this 12th day of May, 2026.

BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA

By: _____
Kristen Burke
Its Chairman

ATTEST:

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

Appendix A
[Form of Notice of Adoption of Resolution Closing a Road]

To be advertised **Thursday, May 28, 2026**
in the *Clay Today*:

NOTICE OF ADOPTION OF RESOLUTION CLOSING RIGHT-OF-WAY

The Board of County Commissioners (the Board) of Clay County, Florida, received a petition (the Petition) filed pursuant to Sections 336.09 and 336.10, Florida Statutes, on behalf of D. Anderson Development, Inc., to close Co-Sar Avenue, Middleton Road, Co-Sar Circle, Circle Drive West and Sandalwood Street, hereinafter described. In accordance with the Petition, the Board held a public hearing on Tuesday, May 12, 2026, and thereafter adopted a resolution pursuant to Section 336.10, Florida Statutes, closing, vacating and abandoning said unopened right-of-way, being more particularly described as follows:

Co-Sar Avenue, an unopened right-of-way shown on the plat of "SUNNY ACRES ESTATES UNIT 1" recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Middleton Road, an unopened right-of-way shown on the plat of "SUNNY ACRES ESTATES UNIT 1" recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Co-Sar Circle, an unopened right-of-way shown on the plat of "SUNNY ACRES ESTATES UNIT 1" recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Circle Drive West, an unopened right-of-way shown on the plat of "SUNNY ACRES ESTATES UNIT 1" recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Sandalwood Street, an unopened right-of-way shown on the plat of "SUNNY ACRES ESTATES UNIT 1" recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Board of County Commissioners
Clay County, Florida

-----END-----

Special Instructions to Publisher:

THIS NOTICE MUST BE PUBLISHED WITHIN 30 DAYS AFTER ADOPTION OF THE RESOLUTION REFERRED TO IN THE NOTICE.

Please submit galley proof to the County Attorney's Office
(daphne.roberts@claycountygov.com) for approval prior to publication.

Send Invoice and Proof of Publication by email to:
invoices@clayclerk.com and daphne.roberts@claycountygov.com

Address on Invoice should read:
Finance Department
County Attorney's Office *
P.O. Box 988
Green Cove Springs, Florida 32043

RESOLUTION NO. 2025/2026 - 32

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, ACKNOWLEDGING THE FILING OF A PETITION TO CLOSE CO-SAR AVENUE, MIDDLETON ROAD, CO-SAR CIRCLE, CIRCLE DRIVE WEST AND SANDALWOOD STREET, AS RECORDED IN PLAT BOOK 6, PAGE 42, PUBLIC RECORDS OF CLAY COUNTY, FLORIDA, PURSUANT TO SECTIONS 336.09 AND 336.10, FLORIDA STATUTES; SCHEDULING A PUBLIC HEARING TO CONSIDER THE PETITION; PROVIDING FOR THE PUBLICATION OF NOTICE THEREOF; AND PROVIDING AN EFFECTIVE DATE.

Recitals

WHEREAS, pursuant to Sections 336.09 and 336.10, Florida Statutes, a petition (the Petition) has been filed with the Board of County Commissioners (the Board) of Clay County, Florida, on behalf of D. Anderson Development, Inc., to close, vacate and abandon Co-Sar Avenue, Middleton Road, Co-Sar Circle, Circle Drive West and Sandalwood Street, as recorded in Plat Book 6, Page 42, of the public records of Clay County, Florida, (the Subject Roads); and,

WHEREAS, pursuant to the procedural requirements of Section 336.09, Florida Statutes, the Board desires hereby to establish a date, time and place for a public hearing to consider the Petition, and to authorize and direct the publication of notice thereof; and,

WHEREAS, the Subject Roads are more particularly described in the attached Appendix A.

Be It Resolved by the Board of County Commissioners of Clay County:

Section 1. The Recitals set forth hereinabove are adopted as the findings of the Board, and said findings provide the authority and justification for the adoption of this Resolution.

Section 2. The Board hereby acknowledges receipt of the Petition to close the Subject Roads.

Section 3. Pursuant to Section 336.09, Florida Statutes, a public hearing before the Board to consider the adoption of a resolution closing, vacating and abandoning the Subject Roads pursuant to Section 336.10, Florida Statutes, is hereby scheduled for Tuesday, May 12, 2026, at 5:00 p.m., or as soon thereafter as can be heard, in the Board's meeting room on the Fourth Floor of the Clay County Administration Building located at 477 Houston Street, Green Cove Springs, Florida.


Section 4. Notice of the public hearing scheduled under Section 3 shall be published in the *Clay Today* in the form attached hereto as Appendix B and in the manner required under Section 336.09, Florida Statutes.

Section 5. This Resolution shall take effect immediately upon its adoption.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this 28th day of April, 2026.

BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA

By: _____


Kristen Burke
Its Chairman

ATTEST:



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

Appendix A
[Legal Description]

Co-Sar Avenue, an unopened right-of-way shown on the plat of "SUNNY ACRES ESTATES UNIT 1" recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Middleton Road, an unopened right-of-way shown on the plat of "SUNNY ACRES ESTATES UNIT 1" recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Co-Sar Circle, an unopened right-of-way shown on the plat of "SUNNY ACRES ESTATES UNIT 1" recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Circle Drive West, an unopened right-of-way shown on the plat of "SUNNY ACRES ESTATES UNIT 1" recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Sandalwood Street, an unopened right-of-way shown on the plat of "SUNNY ACRES ESTATES UNIT 1" recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Appendix B
[Form of Public Hearing Notice]

*To be advertised Thursday, April 30, 2026
in the Clay Today:*

NOTICE OF PUBLIC HEARING ON ROAD CLOSING PETITION

The Board of County Commissioners (the Board) of Clay County, Florida, has received a petition (the Petition) filed pursuant to Sections 336.09 and 336.10, Florida Statutes, on behalf of D. Anderson Development, Inc., to close, vacate and abandon Co-Sar Avenue, Middleton Road, Co-Sar Circle, Circle Drive West and Sandalwood Street, as recorded in Plat Book 6, Page 42, public records of Clay County, Florida, hereinafter described. In accordance with the Petition, the Board will hold a public hearing on Tuesday, May 12, 2026, at 5:00 p.m., or as soon thereafter as can be heard, in the Board of County Commissioners Meeting Room on the Fourth Floor of the Clay County Administration Building, 477 Houston Street, Green Cove Springs, Florida, to consider the adoption of a resolution pursuant to Section 336.10, Florida Statutes, closing, vacating and abandoning said roads, being more particularly described as follows:

Co-Sar Avenue, an unopened right-of-way shown on the plat of "SUNNY ACRES ESTATES UNIT 1" recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Middleton Road, an unopened right-of-way shown on the plat of "SUNNY ACRES ESTATES UNIT 1" recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Co-Sar Circle, an unopened right-of-way shown on the plat of "SUNNY ACRES ESTATES UNIT 1" recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Circle Drive West, an unopened right-of-way shown on the plat of "SUNNY ACRES ESTATES UNIT 1" recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

Sandalwood Street, an unopened right-of-way shown on the plat of "SUNNY ACRES ESTATES UNIT 1" recorded in Plat Book 6, page 42, of the Public Records of Clay County, Florida.

All interested persons are invited to attend the public hearing and be heard by the Board regarding the adoption of the resolution. Pursuant to Section 286.0105, Florida Statutes, a person deciding to appeal any decision made by the Board with respect to any matter considered at the hearing or at any subsequent hearing to which the Board has continued its deliberations is advised that such person will need a record of all proceedings and may need to ensure that a verbatim record of all proceedings is made, which must include the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act, any person needing accommodations to participate in this matter should contact Clay County Risk

Management by mail at P.O. Box 1366, Green Cove Springs, Florida 32043, or by telephone at (904) 679-8596, no later than three (3) days prior to the hearing or proceeding for which this notice has been given. Deaf and hard-of-hearing persons can access the telephone number by contacting the Florida Relay Service at 1-800-955-8770 (Voice) or 1-800-955-8771 (TDD).

Board of County Commissioners
Clay County, Florida

-----END-----

Special Instructions to Publisher:

Please submit galley proof to the County Attorney's Office
(daphne.roberts@claycountygov.com) for approval prior to publication.

Send Invoice and Proof of Publication by email to:
invoices@clayclerk.com and daphne.roberts@claycountygov.com

Address on Invoice should read:
Finance Department
County Attorney's Office *
P.O. Box 988
Green Cove Springs, Florida 32043

ALSO, please include this information on Invoice: **Purchase Order #: PO-1014014**

PETITION TO CLOSE A ROAD OR STREET CLAY COUNTY, FLORIDA

TO: The Clay County Board of County Commissioners
C/O Clay County Engineering Department
P.O. Box 1366
477 Houston Street
Green Cove Springs, Florida 32043

1. Provide the name, phone number, and address of the petitioner, agent, or other.

D. Anderson Development, Inc.

7770 Odom Ranch Trail

Keystone Heights, Florida 32656

904-219-5603

2. Provide the name, number or location of the road to be closed. Describe by popular name, length, legal description prepared by an attorney or registered surveyor, and a survey map (showing the platted limits, adjacent lands, and actual description of the portion of road to be closed). Use additional sheet(s) if necessary.

Survey Attached. Road names from original plat. Co-Sar Ave, Middleton Rd,

Sar Co-Star Circle, Circle Drive West and Sandlewood Street. Roads were dedicated to the county but were not opened. Survey and Legal Description of surrounding parcel attached.

3. State the reason(s) for closing the road or street. Use additional sheet(s) if necessary.

Parcel FLU is commercial and the ROW is not required to serve the proposed uses.

4. Describe the legal, ownership, or other interest the petitioner has in the road or street to be closed. Use additional sheet(s) if necessary.

All parcels/land surrounding the proposed ROW closure are owned by the applicant.

PETITION TO CLOSE A ROAD OR STREET
CLAY COUNTY, FLORIDA

Petitioner Acknowledgement: I have furnished copies hereof to the County Attorney, Director of Public Works, Director of Zoning, Department of Public Safety, and Director of Engineering. I understand that I am obligated to pay all costs such as, but not limited to application fee, signage, advertising, and recording required by the processing of this road or street closing.

STATE OF Florida

COUNTY OF Clay

Before me the undersigned notary public appeared the petitioner [Signature],
or agent _____, who after being duly cautioned and sworn,
deposed and said that the contents of this petition are true to the best of his/her
knowledge and belief, this 3rd day of March, 2026.

[Signature]
Petitioner or Agent

[Signature]
Notary Public

Term of Expiration: July 20, 2027





Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: BCC

DATE: 4/22/2026

FROM: Teresa Capo

SUBJECT: Shaun Maberry submitted an application to fill a vacancy.

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

All advertising requirements have been met.

Member 8 Seat is open.

ATTACHMENTS:

Description	Type	Upload Date	File Name
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REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Capo, Teresa	Approved	4/22/2026 - 9:48 AM	AnswerNotes
County Manager	Wanamaker, Howard	Approved	4/23/2026 - 9:56 AM	AnswerNotes



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 12 4:00 PM

TO: Clay County Board of
Commissioners

DATE: 4/21/2026

FROM: Karen Smith,
Administrative & Contractual
Services

SUBJECT:

Bid Opening Tabulation for April 28, 2026:

A. Bid No. 25/26-041, Carl Pugh Park - Drainage Improvements

Bid Opening Tabulation for May 5, 2026:

A. Bid No. 25/26-017, Jail Fire Alarm Upgrade - Clay County Jail

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

Letters of Documentation

ATTACHMENTS:

Description	Type	Upload Date	File Name
▫ Bid Tabulations	Cover Memo	5/7/2026	Bid_Tabs_BCC_bid_openings_051226_publicdsada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Administrative and Contractual Services	Streeper, Lisa	Approved	5/6/2026 - 4:11 PM	Item Pushed to Agenda

BID TABULATION FORM

Bid: 25/26-041

Date: April 28, 2026

Proj: **Carl Pugh Park - Drainage Improvements**

Time Open: 9:00 AM

Ad: Thursday, March 26, 2026

Time Close: 9:07 AM

This is a generic Bid Tabulation Form; all required bid documents will be verified prior to bid recommendation.

Bids to be evaluated based on evaluation criteria established in bid document

Bidder		Bid Bond	Addendum	Total
1	Advantage Contracting Group Inc.	Yes	Yes	\$303,600.08
2	Baker Consulting & Engineering, LLC (d/b/a Baker Design Build)	Yes	Yes	\$347,548.16
3	Callaway Contracting, LLC	Yes	Yes	\$432,877.82
4	DCRV Contracting, LLC	Yes	Yes	\$486,610.00
5	GEC Trucking and Construction, Inc	Yes	Yes	\$353,847.98
6	Jax Utilities Management, Inc	Yes	Yes	\$1,067,223.60
7	Kirby Development, Inc	Yes	Yes	\$250,559.42
8	MAER Homes, LLC (d/b/a MAER Construction)	Yes	Yes	\$283,337.00
9				
10				

BID TABULATION FORM

Bid: 25/26-017

Date: May 5, 2026

Proj: **Jail Fire Alarm Upgrade - Clay County Jail**

Time Open: 9:00 AM

Ad: Thursday, April 2, 2026

Time Close: 9:06 AM

This is a generic Bid Tabulation Form; all required bid documents will be verified prior to bid recommendation.

Bids to be evaluated based on evaluation criteria established in bid document

	Bidder	Bid Bond	Addendum	Total
1	Assist2Build, Inc.	N/A	N/A	No Bid
2	Fire Sprinkler Services FL, LLC	No	Yes	\$212,858.10
3	Firetrol Protection Systems, Inc.	Yes	Yes	\$265,476.00
4	Life Safety Designs, Inc. d/b/a Pye Barker Fire & Safety	Yes	Yes	\$342,917.00
5	Redwire, LLC	No	Yes	\$292,811.96
6	(S.A.F.E) Security and Fire Electronics, Inc	N/A	N/A	No Bid
7	Traffic Protection Solutions, LLC	N/A	N/A	No Bid
8	Transource Services Corp.	N/A	N/A	No Bid
9				
10				
11				
12				