

PLANNING COMMISSION MEETING MINUTES

June 3, 2025 5:00 PM Administration Building, 4th Floor, BCC Meeting Room, 477 Houston Street, Green Cove Springs, FL 32043

Pledge of Allegiance

Commissioner Howard "Bo" Norton led the Pledge of Allegiance.

Call to Order

Present: Commissioner Pete Davis, Chairman

Commissioner Howard "Bo" Norton, Vice-Chairman

Commissioner Mary Bridgman Commissioner Michael Bourré Commissioner Ralph Puckhaber Commissioner Bill Garrison

School Board Representative Paul Bement

Absent: Commissioner Joe Anzalone

Camp Blanding Representative Sam Tozer

Staff Present: County Attorney Courtney Grimm

Assistant County Attorney Jamie Hovda
Director of Planning and Zoning Beth Carson

Zoning Chief Jenni Bryla

Economic and Development Services Coordinator Kellie Henry

Chairman Pete Davis called the meeting to order at 5:03 pm.

Chairman Pete Davis recognized county staff members, introduced the new Senior Planner, Ms. Bernadette Fisher, thanked Deputy Schoonover and Deputy Sidders for providing security, and introduced the Board members.

1. Approval of Minutes

Planning Commission Meeting Minutes May 6, 2025.

Commissioner Bo Norton made a motion for approval of the May 6, 2025, Planning Commission Meeting minutes, seconded by Commissioner Michael Bourré, which carried 7-0.

Public Comment

Chairman Pete Davis opened the floor for public comment at 5:06 pm.

Hearing no comments, Chairman Pete Davis closed public comment at 5:06 pm.

Before commencing the public hearings, all those wishing to speak were sworn in.

Chairman Pete Davis noted that item five (5) would be heard first at tonight's meeting.

Public Hearings

Public Hearing to consider COMP 25-0004 (District 5, Comm Burke) (D. Selig)
 The staff is requesting a continuance to the July 1, 2025 Planning Commission Meeting.

Item One (1) can be seen at www.claycountygov.com/government/clay-county-tv-and-video archive/planning commission/June 3, 2025, beginning at 17:23 and ending at 21:14. Below is a summary of the discussion and the vote for this agenda item.

Beth Carson, Director of Planning and Zoning, addressed the Board to provide the details and information to request a continuance for COMP-25-0004 until the July 1, 2025, Planning Commission meeting.

Chairman Pete Davis opened the floor for the public hearing at 5:19 pm.

Thomas Bauer, 3316 Wilderness Circle, Middleburg, Florida, addressed the Commission to express his concerns regarding the placement of signs notifying the community of the public hearings and requested changes.

Hearing no other comments, Chairman Pete Davis closed the public hearing at 5:21 pm.

Commissioner Ralph Puckhaber made a motion for approval of the requested continuance until the July 1, 2025, Planning Commission meeting, seconded by Commissioner Bo Norton, which carried 5-0.

Public Hearing to consider ZON 25-0015 (waste control) (D. Selig)
 This application is a Staff initiated amendment to the Land Development Code amending Article II and Article VIII related to waste control regulations.

Item Two (2) can be seen at www.claycountygov.com/government/clay-county-tv-and-video archive/planning commission/June 3, 2025, beginning at 21:26 and ending at 25:23. Below is a summary of the discussion and the vote for this agenda item.

Beth Carson, Director of Planning and Zoning, presented a PowerPoint

presentation to provide details and information for the public hearing to consider ZON-25-0015, as indicated above. See Attachment A.

There were questions and discussions regarding concrete washout standards/guidelines.

Chairman Pete Davis opened the floor for the public hearing at 5:37 pm.

Hearing no comments, Chairman Pete Davis closed the public hearing at 5:37 pm.

Commissioner Michael Bourré made a motion for approval of ZON-25-0015, seconded by Commissioner Ralph Puckhaber, which carried 6-0.

3. First Public Hearing to consider ZON 25-0008 (J. Bryla)

This application is a Staff initiated amendment to the Land Development Code amending regulations in Article III Sec. 3-35(b),(g),(2),(7),(10)(v) for non-motorized boat ramps in PO-2 zoning districts

Item Three (3) can be seen at www.claycountygov.com/government/clay-county-tv-and-video archive/planning commission/June 3, 2025, beginning at 25:30 and ending at 44:41. Below is a summary of the discussion and the vote for this agenda item.

Jenni Bryla, Zoning Chief, presented a PowerPoint presentation to provide details and information for the public hearing to consider ZON-25-0008, as indicated above. See Attachment B.

There were questions and discussions regarding a minimum frontage/width requirement, clarification of the requested change/relation to the rezoning, minimum lot area for a boat ramp, public access to waterways, possibly continuing item 3, uses, and non-motorized vs. motorized vessels.

Chairman Pete Davis opened the floor for the public hearing at 5:37 pm.

James Champion, 4051 Hall and Boree Road, Middleburg, Florida, addressed the Commission in opposition to the requested change.

Cassandra Rice, 2990 Black Creek Drive, Middleburg, Florida, addressed the Commission in opposition to the requested change.

Don Renshaw, 2994 Black Creek Drive, Middleburg, Florida, addressed the Commission in opposition to the requested change.

Kathryn Padgett, 3007 Black Creek Drive, Middleburg, Florida, addressed the Commission in opposition to the requested change.

Hearing no other comments, Chairman Pete Davis closed the public hearing at 5:41 pm.

Commissioner Michael Bourré made a motion for approval to continue ZON-25-0008 as discussed, seconded by Commissioner Ralph Puckhaber. There were more comments to clarify the concerns of the Commission; the motion carried 6-0.

Following all discussions, Commissioner Bourré noted the differences in items 3 and 4.

 Public Hearing to Consider ZON 25-0009 (Distric 5, Comm Burke) (J. Bryla)
 An application to change the current zoning of 5.34 acres from Lake Asbury Rural Community (LA-RC) to Public Ownership (PO-2)

Item Four (4) can be seen at www.claycountygov.com/government/clay-county-tv-and-video archive/planning commission/June 3, 2025, beginning at 44:45 and ending at 1:40:55. Below is a summary of the discussion and the vote for this agenda item.

Jenni Bryla, Zoning Chief, addressed the Commission to request a continuance for ZON-25-0009 and submitted a written objection from Mr. Renshaw, who is in attendance.

Chairman Pete Davis opened the floor for the public hearing at 5:48 pm.

Marty Moore, 3058 Black Creek Drive, Middleburg, Florida, addressed the Commission in opposition to the requested change.

Steven Johnson, 3051 Black Creek Drive, Middleburg, Florida, addressed the Commission in opposition to the requested change.

Julian Rock, 2986 Black Creek Drive, Middelburg, Florida, addressed the Commission in opposition to the requested change.

Edna Beddingfield, 3046 Black Creek Drive, Middleburg, Florida, addressed the Commission in opposition to the requested change.

Sharon Frisbee, 2976 Black Creek Drive, Middleburg, Florida, addressed the Commission in opposition to the requested change.

Don Renshaw, 2994 Black Creek Drive, Middleburg, Florida, addressed the Commission in opposition to the requested change.

Kathryn Padgett, 3007 Black Creek Drive, Middleburg, Florida, addressed the Commission in opposition to the requested change.

Cassandra Rice, 2990 Black Creek Drive, Middleburg, Florida, addressed the Commission in opposition to the requested change.

James Champion, 4051 Hall Boree Road, Middleburg, Florida, addressed the Commission in opposition to the requested change.

Erica Lade, representing her grandparents at 2966 Black Creek Drive, Middleburg, Florida, addressed the Commission in opposition to the requested change.

James Hutchinson, 2985 Black Creek Drive, Middleburg, Florida, addressed the Commission in opposition to the requested change.

Kayla Gilmore, 3058 Black Creek Drive, Middleburg, Florida, addressed the Commission in opposition to the requested change.

Randy Mills, 3046 Black Creek Drive; Peggy Hutchinson, 2985 Black Creek Drive; Patricia Rock, 2968 Black Creek Drive, and Robert Kessler, 3077 Black Creek Drive, Middleburg, Florida, all submitted cards indicating their opposition to the requested change, but waiving the right to speak during the hearing.

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

Commissioner Ralph Puckhaber made a motion for approval of the requested continuance until the August 8, 2025, Planning Commission meeting, seconded by Commissioner Bill Garrison. Following more comments and discussions from the Commission to express their concerns, suggested uses, and address concerns raised during the public hearing, the motion carried 6-0.

5. Public Hearing to consider COMP 25-0009 and ZON 25-0010 (District 5, Comm Burke) (J. Bryla)

A. COMP 25-0009

This application is a FLUM Amendment to change 10.01 acres from Rural Residential (RR) to Urban Core 10 (UC-10).

B. ZON 25-0010

This application is a Rezoning to change from Agricultural Residential (AR) to Multifamily Residential District (RD).

Item Five (5) can be seen at www.claycountygov.com/government/clay-county-tv-and-video archive/planning commission/June 3, 2025, beginning at 8:43 and ending at 16:23. Below is a summary of the discussion and the vote for this agenda item.

Jenni Bryla, Zoning Chief, noted that the applicant's agent was present to request a continuance.

Colin Groff, Black Creek Engineering, Agent for the Applicant, addressed the Commission to provide information for a requested continuance.

Chairman Pete Davis opened the floor for the public hearing at 5:11 pm.

Mark Henson, Green Cove Springs, Florida, addressed the Commission in opposition to the requested change.

Donna Gunn, 1976 Traceland Avenue, Green Cove Springs, Florida, addressed the Commission in opposition to the requested change.

Hearing no other comments, Chairman Pete Davis closed the public hearing at 5:16 pm.

Following comments to clarify the date for continuance, Commissioner Ralph Puckhaber made for approval of the requested continuance until August 5, 2025, seconded by Commissioner Mary Bridgman, which carried 5-0.

Public Hearing to consider COMP 25-0010 and ZON 25-0007 (District 5, Comm Burke) (Jenni Bryla)

A. COMP 25-0010

This application is a FLUM Amendment to change 13.86+/-acres from Agricultural (AG) to Rural Residential (RR)

B. ZON 25-0007

This application is a Rezoning to change from Agricultural (AG) to Agricultural Residential (AR)

Item Six (6) can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/planning commission/June 3, 2025, beginning at 1:41:34 and ending at . Below is a summary of the discussion and the vote for this agenda item.

Chairman Pete Davis reminded the Commission that the deadline to file their financial disclosures online is July 1, 2025, and then called a recess at 6:43 pm and reconvened at 6:48 pm.

Jenni Bryla, Zoning Chief, presented a PowerPoint presentation to provide details and information for the public hearing to consider COMP-25-0010 and ZON-25-0007, as indicated above. See Attachment C.

Danielle Kitchens, the real estate agent for the applicant, addressed the Commission to provide details and information on the requested change and provided documents for reference. See Attachment D.

Chairman Pete Davis opened the floor for the public hearing at 6:58 pm.

Melissa Fleming, 1720 Hagans Ridge Court, Green Cove Springs, Florida, addressed the Commission to express concerns with the requested change.

John Fleming, 1720 Hagans Ridge Court, Green Cove Springs, Florida, addressed the Commission to express concerns with the requested change.

Catherine Galinovsky, 4082 Rich Road, Green Cove Springs, Florida, addressed the Commission in opposition to the requested change.

Teresa Patterson, 4082 Rich Road, Green Cove Springs, Florida, submitted a card indicating her opposition to the requested change, but waiving the right to speak during

the hearing.

Hearing no other comments, Chairman Pete Davis closed the public hearing at 7:07 pm.

Ms. Kitchens addressed concerns raised during the public hearing.

The Commission and staff had questions and discussions regarding land uses, zoning, density, regulations for subdivisions/clustered subdivisions, requirements for open space - buffers - landscaping, and qualification/criteria for sprawl.

Commissioner Ralph Puckhaber made a motion for approval of COMP-25-0010 seconded by Commissioner Michael Bourré, which carried 5-1, with Commissioner Bo Norton in opposition.

Commissioner Ralph Puckhaber made a motion for approval of ZON-25-0007, seconded by Commissioner Michael Bourré, which carried 5-1, with Commissioner Bo Norton in opposition.

Presentations

There were no presentations.

Old Business/New Business

There was no Old/New Business.

Public Comment

Chairman Pete Davis opened the floor for public comment at 7:17 pm.

Hearing no comments, Chairman Pete Davis closed public comment at 7:17 pm.

Adjournment

Chairman Pete Davis mentioned the next meeting would be held on July 1, 2025, and hearing no further business, adjourned the meeting at 7:17 pm.

Attest:		
Committee Chairman	Recording Deputy Clerk	

Attachment "A" ZON-25-0015



PLANNING COMMISSION

ZON 25-0015

Public Hearing

June 3, 2025

BCC Hearing June 24, 2025 @ 5:00 pm

PROPOSED AMENDMENT

- Sec. 8-16(2)(k)
- (k) Waste Control Waste generated on-site, including but not limited to discarded building material, concrete truck wash-out, chemicals, litter, and sanitary waste must be store, secured, or otherwise controlled to the maximum extent practicable to prevent adverse impacts to water quality.

Other revisions to Articles II and VIII to add the term 'waste control'

RECOMMENDATION

Staff recommends approval of ZON 25-0015.

Attachment "B" ZON-25-0009

Land Development Code Change Application: ZON 25-0008

Planning Commission June 3, 2025

Board of County Commissioners June 24, 2025



Application Information

Applicant: Staff Initiated

Location: The change to the Land Development Code is the result of the County being

ble to acquire a repetitive loss property through a FEMA grant.

Countywide

Rezoning Application ZON 25-0009 will follow this application.

ZON 25-0008 proposed changes

The following amendments to Sec. 3-35(b) are proposed to include the specific type of vessels that can access the boat ramps:

- (b) Permitted Uses. Public Parks and Recreation Facilities including but not limited to the following:
 - (1) Boat Ramps (motorized and non-motorized)
- (g) Lot and Building Requirements. The principal building(s), accessory structures and other uses shall be located so as 10 comply with the following minimum requirements.
 - (1) Frontage. The minimum required frontage on a public street to be used for the primary point of access shall be fifty one hundred (10050) feet.
- (7) Fencing and Screening. Where deemed necessary by the Board of County Commssionersion to protect the general public safety fences up to a height of ten (10) feet may be required. The Commission may also require a landscape screen of at least seventy-five (75) percent opaqueness to protect neighboring property from potential loss of use or diminishment of land value or use.
- (10) Parking and Loading. All uses authorized herein shall be subject to the procedural requirements of the Off-Street Parking and Loading regulations of Article 8 (except as modified below), and can be grass stabilized or hard surfaced:
- (v) Non-motorized boat ramps. Five (5) spaces.
 - This amendment is necessary in order to accommodate the repetitive loss site's limited physical characteristics. The site is large enough to accommodate non-motorized boats the ability to launch from the site. The site has approximately 5.3 acres and roughly 400 hundred feet of shoreline on Black Creek
 - One of the changes to the code that is necessary is that the public road frontage needs to be reduced to 50' to accommodate the distance that this particular property contains along Black Creek Drive.

Project Description

Applicant is requesting a public boardwalk and kayak launch.

Recommendations

The Lake Asbury Community Advisory Committee heard the item on May 8, 2025, and provided a recommendation of approval 9-0.

ZON 25-0009

Staff finds that the criteria for the PO-2 Zoning district were met and therefore Staff recommends approval of the request for ZON 25-0009

Attachment "C" COMP-25-0010 ZON-25-007

F

Small Scale Comprehensive Plan Future Land Use Map Amendment:

COMP 25-0010

Rezoning Application: ZON 25-0007

Planning Commission June 3, 2025



Application Information

Applicant: Sheryl Gustafson

Location: 2005 S CR 16-A

Planning District: The Springs

Commission District: 5 Commissioner Burke

Parcel: 16-06-26-015574-001-02

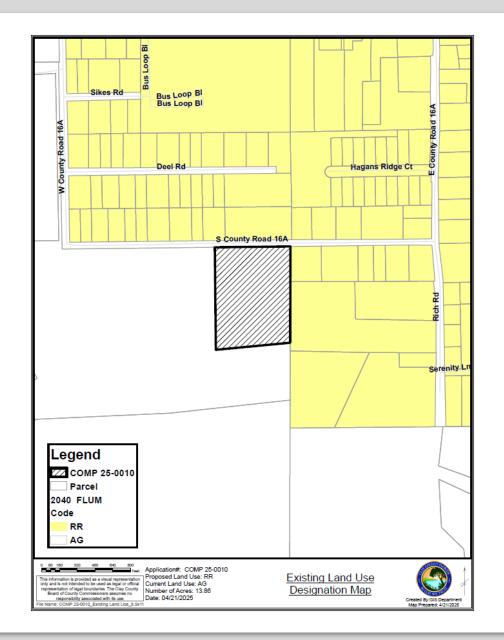
Acreage: 13.86<u>+</u>

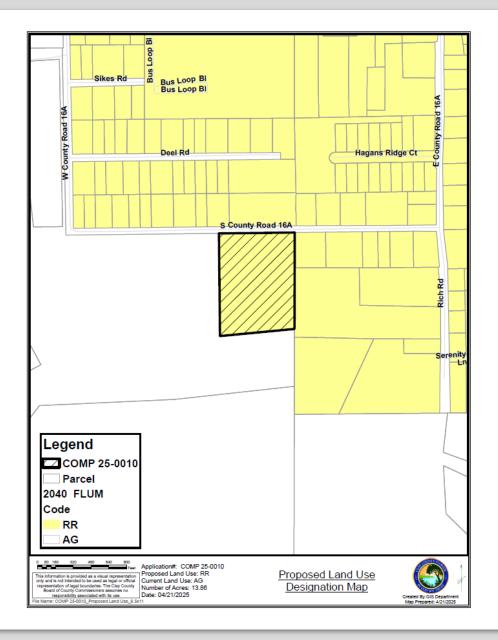
 COMP 25-0010 would change the Future Land Use designation of one parcel from Agriculture(AG) to Rural Residential (RR)

 The companion rezoning application (ZON 25-0007) would change the property from AG to AR, will go in concert with the Land Use application







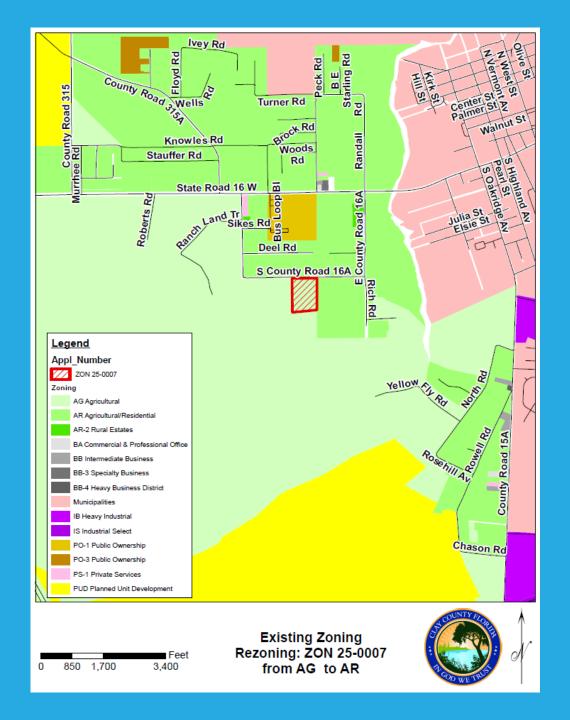


COMP changes proposed for 13.86+/- acre parcel

Proposing a possible 13 detached single-family units.

Current Land Use of AG (Agriculture) to RR (Rural Residential) which could accommodate up to 1 unit to the acre.

- Rural Residential Land Use can accommodate with points 1 unit to the acre.
- Article 3 Sec. 3-13 (e),(2)(ii) allows for up to 1 unit per acre in the AR zone with Rural Residential land use. The proposed development could be up to 1 unit to the acre, with points.
- The proposed Land Use change is consistent with the surrounding land use to the north and east.



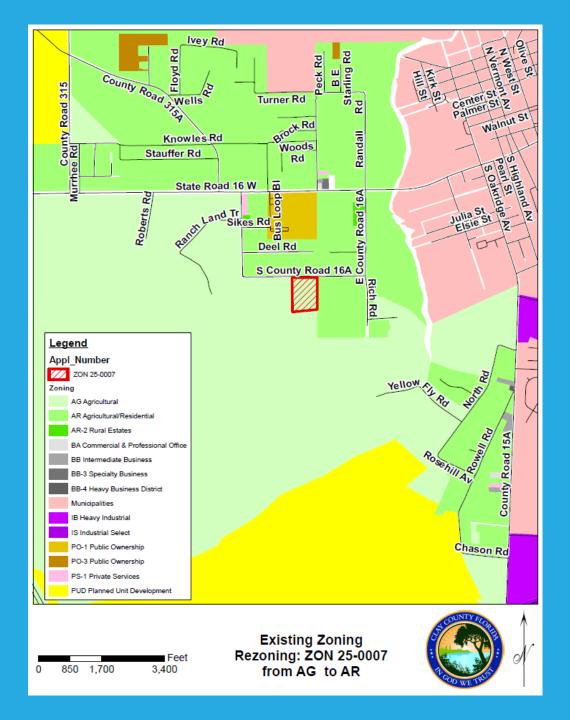
Woods Rd Randall Rd Stauffer Rd State Road 16 W Idlewild Av Loop BI Road 16A Sikes Rd Hagans Ridge Ct Deel Rd S County Road 16A Serenity Ln Legend Appl_Number ZON 25-0007 Zoning AG Agricultural AR Agricultural/Residential Yellow Fly Rd AR-2 Rural Estates BA Neighborhood Business District BB Intermediate Business BB-3 Specialty Business Municipalities PID Planned Industrial Development PO-1 Public Ownership PS-1 Private Services AR Agricultural/Residential **Proposed Zoning** Rezoning: ZON 25-0007 850 425 1,700 from AG to AR

ZON changes proposed for 13.86+/- acre parcel

Proposing 13 detached single-family lots.

Current zoning of AG (Agricultural) to AR (Agricultural/Residential)

- Clay Utilities would provide sewer & water service.
- The parcel is within the Urban Service Boundary and has schools and emergency facilities within 3 miles of the site.
- Staff analyzed the request against the eight criteria found in Section 12-9(3) and has found the request consistent with the intent of the Land Development Code.





Criteria for sprawl

As required by FS 163.3177(6)(a)9.b., all proposed comprehensive plan amendments are to be analyzed to ensure that urban sprawl and its negative impacts are not promoted. These criteria show that Sprawl is present.

- 1. Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as low-intensity, low-density, or single-use development or uses.
- 2. Promotes, allows, or designates significant amounts of urban development to occur in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.
- 3. Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.
- 4. Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other significant natural systems.
- 5. Fails to adequately protect adjacent agricultural areas and activities, including silviculture, active agricultural and silvicultural activities, passive agricultural activities, and dormant, unique, and prime farmlands and soils.
- 6. Fails to maximize use of existing public facilities and services.
- 7. Fails to maximize use of future public facilities and services.
- 8. Allows for land use patterns or timing which disproportionately increase the cost in time, money, and energy of providing and maintaining facilities and services, including roads, potable water, sanitary sewer, stormwater management, law enforcement, education, health care, fire and emergency response, and general government.
- 9. Fails to provide a clear separation between rural and urban uses.
- 10. Discourages or inhibits infill development or the redevelopment of existing neighborhoods and communities.
- 11. Fails to encourage a functional mix of uses.
- 12. Results in poor accessibility among linked or related land uses.
- 13. Results in the loss of significant amounts of functional open space.

Criteria for sprawl

As required by FS 163.3177(6)(a)9.b., all proposed comprehensive plan amendments are to be analyzed to ensure that urban sprawl and its negative impacts are not promoted. The following criteria in the Statute says that if the project can meet four of the following it will be determined not to be sprawl.

- 1. Directs or locates economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems. Staff Finding 1: The request is locating in an area that has consistent land use and density and close to existing infrastructure, therefore does not have an adverse impact on lands outside of the area.
- 2. Promotes the efficient and cost-effective provision or extension of public infrastructure and services. **Staff Finding 2**: The request is well within reach of existing public services and within the Urban Service Boundary.
- 3. Promotes walkable and connected communities and provides for compact development and a mix of uses at densities and intensities that will support a range of housing choices and a multimodal transportation system, including pedestrian, bicycle, and transit, if available.
- 4. Promotes conservation of water and energy. Staff Finding 4: The plan should result in the conservation of water and energy as the proposed development is locating next to a similar development pattern.
- 5. Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime farmlands and soils.
- 6. Preserves open space and natural lands and provides for public open space and recreation needs. Staff Finding 7:
 The plan should result in the preservation of existing natural lands and provides for the expansion of the existing patter of development in the area, thereby providing more land for agricultural and recreational purposes.
- 7. Creates a balance of land uses based upon demands of the residential population for the nonresidential needs of an area.
- 8. Provides uses, densities, and intensities of use and urban form that would remediate an existing or planned development pattern in the vicinity that constitutes sprawl or if it provides for an innovative development pattern such as transit-oriented developments or new towns as defined in s. 163.3164.

Project Description

Applicant is requesting up to a 13-lot detached single-family subdivision for a density of approximately 1 units per net acre.

Recommendations

The Springs Citizen Advisory Committee heard both items at their meeting on May 14, 2025 and provided a recommendation of approval 6-0.

COMP 25-0010

Staff has determined through the analysis found in the Staff Report that the criteria for RR Land Use has been met in the application and therefore Staff recommends approval of the request.

ZON 25-0007

Staff has determined through the analysis found in the Staff Report that the criteria for AR zoning has been met and the request is consistent with the intent of the LDC, and therefore Staff recommends approval of the request.



Questions?

Attachment "D" COMP-25-0010 ZON-25-0007 Applicants Info

2005 S COUNTY RD 16A GREEN COVE SPRINGS FL

a) Consideration of COMP 25-0010 (District 5, Comm Burke) (J. Bryla)

to change the Future Land Use for a single parcel of land (tax parcel identification # 16-06-26-015574-001-02), totaling approximately 13.86+/- acres, from AG (Agricultural) to RR (Rural Residential).

b) Consideration of ZON 25-0007 (District 5, Comm Burke) (J.Bryla)

to change the current Zoning for a single parcel of land (tax parcel identification # 16-06-26-015574-001-02), totaling approximately 13.86+/- acres, from AG (Agricultural) to AR (Agricultural Residential).

The goal with this re-zone / future land use change is to be able to divide the 13.86 acre lot into individual 1+ acre lots for re-sale for single family homes. Each lot can have its own well/septic and or connect to city if available. Currently the property has been listed for 205 days. We have received over 10 full price offers from all off the top home builders in the area & out of area. Each builder would like the owner to allow them to try to re zone to allow for 30+ homes to be built, or rezone for town homes to be built. We are not interested in that type of re-zone & would like to try this re zone ourselves first. We have had only one offer from a regular buyer who wanted to put his cows on the property, which would be great. but the offer was not close to asking price. This land use change would support density & not cause much additional traffic on 16A for neighboring properties. It could aslo be similar to Hagans Ridge, just around the corner from this lot, however it would have less parcels & it would have bigger parcel sizes. I have attached a couple of lav out ideas for how to split the parcels up.

Thank you for your consideration.



Clay County Property Appraiser's Office



Parcel ID 16-06-26-**Physical** 2005 S COUNTY Land \$275,171 Last 2 Sales Qual 015574-001-02 Address ROAD 16 Value Date Price Reason 12/21/2012 \$100 UNQUAL/CORRECTIVE/QCD,TD U 13.86 Green Cove Springs Ag Land \$3,676 Acres 12/20/2012 \$100 UNQUAL/CORRECTIVE/QCD,TD U Property H/S IMP AG-RES Mailing **Gustafson Sheryl** Value Class Address Edlyn Building \$255,335 2005 S County **Taxing** 001 Value Road 16A \$6,000 District Misc Green Cove Value \$536,506 Springs, FL 32043 Just Value Assessed \$91,744 Value \$50,000 Exempt Value \$41,744 **Taxable** Value

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