

**District # 3**  
**Citizens Planning Advisory Committee**

**Chair: Jim Hill**

**Vice Chair: Debbie Johnson**

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**MEETING SUMMARY**

Location: NEFAR Office  
7801 Deercreek Club Road  
Jacksonville, FL 32256  
Date: Monday, November 23, 2015

**Attendance:**

**Organizations/Representatives**

**Members:**

Banks, George – Secret Cove Civic Association  
Bollinger, George – City Council Appointment – District 4  
Barry, Nancy – Briarwood Neighborhood Association  
Cardell, Richard – The Lakewood Community  
Cornehl, Ernst – Deerwood Improvement Association  
Dee, David – Lake Mandarin HOA  
D'Onofrio, Carol – Deercreek Owners Association  
Duke, Andrea – Oak View Corner Oak Homeowners Association  
Giancola, James – Deercreek Owners Association  
Heesch-Gilman, Karen – Briarwood Neighborhood Association  
Herrin, Donna – Oxford Chase HOA  
Hill, James - Greater Hood Road Community Association  
Hodges, Ralph – Englewood Full Service School  
Howard-Murphy, Abby – Hampton Glen at Deerwood HOA  
Johnson, Debbie – The Gables HOA  
Laner, Eric- East Hampton HOA  
Malmind, Jon – Oak View Corner Oaks Homeowners Association  
Perera, Kathleen – Alumni Civic Association  
Rothstein, Marj – Villa San Jose Civic  
Rowe, Karen – Mandarin Community Club  
Shoaei, Taghie – Greater Englewood Neighborhood Association  
Weise, Gary – Secret Cove Civic Association  
Wolfe, Elizabeth – Pickwick Park Civic Association

**Excused:**

Akers, Jim – Royal Lakes Civic Association  
Lyons, Gamal - Tall Cypress Cove Homeowner Association  
Stephens, Gloria – Saddlebrook Homeowner Association

**Elected Officials:**

Danny Becton, City Council District 11  
Aaron Bowman, City Council District 3  
Lori Boyer, City Council District 5  
Ashley Smith-Juarez, Duval County School Board

**Staff:**

Green, James - FDOT

Lacayo, Rosario – Planning & Development

Meyerl, Keith – JaxParks

Wade, Raymond - JFRD

Wesolowski, Rosemary - Neighborhoods, Housing & Community Development Division

Williams, Valerie, COJ, Consumer Affairs

### **Guests:**

Pierce, Emily – Mandarin Family Golf

Frank Renstone, Shops of Avondale

Graves, Carolina

Ormonian, Tina

Ormonian, Aram

Riddick, Cheryl – JTA

Mikalsen, Tod

### **1. Call to Order/Verify Quorum**

- Chair Hill called the meeting to order at 6:45 p.m.

### **2. Approval of the Previous Meeting Summary**

- Chair Hill welcomed the members, staff and guests to the SE CPAC. Chair Hill inquired if everyone had the opportunity to read the meeting summary and if there were any corrections, deletions or additions; there were none. George Banks made a motion to approve the meeting summary and Ernie Cornehl seconded the motion. The October 2015 meeting minutes were approved unanimously.

### **3. Staff Reports**

- **JSO (Jacksonville Sheriff's Office)** – no representative in attendance
  - **Mayor's Liaison** – no representative in attendance
  - **Duval County Public Schools** – Ashley Smith-Juarez, Schoolboard member, District 3, informed the CPAC there are a number of recommendations in front of the School Board members and they are looking at the recommendations one at a time. Ms. Smith-Juarez encouraged everyone to visit [www.duvalschools.org](http://www.duvalschools.org) to follow the school board meeting. Ms. Smith-Juarez recognized George Banks for his commitment and working with the schools to ensure involvement and open lines of communication.
  - **FDOT (Florida Department of Transportation)** – Jim Green stated the intersection improvement project at Deercreek Club Road (turn lanes) is almost completed. Phase 2 of the I-295 express lanes will be under way soon; FDOT is almost ready to open the bid process.
  - **Jacksonville Transportation Authority** – Cheryl Riddick informed the CPAC that Jacksonville Transportation Authority (JTA) is gearing up to launch the First Coast Flyer (Bus Rapid Transit) "Green Line" on Monday, December 7, 2015. The Green Line will operate between Rosa Parks Transit Station and Interstate 295 along Lem Turner with stops at major destinations to include FSCJ, VA Clinic, UF Health and Gateway Town Center.
  - **Planning and Development Department:**
    - **Housing and Community Development Division** – Rosemary Wesolowski – reminded the CPAC that tonight the election for the 2016 Chair and Vice Chair will be held. Rosemary announced that Bill Killingsworth has been appointed as the Director of the Planning and Development Department.
    - **Planning** – Rosario Lacayo – guest speaker for this meeting.
    - **Environmental Quality Division (Code Compliance)** – Robert Crawford – no representative in attendance
    - **Parks & Recreation** – Keith Meyerl – informed the CPAC the bid for construction for the Baymeadows/9A Park has gone out.
    - **Consumer Affairs** – Valerie Williams – Consumer Affairs – presented the update on Residential Soliciting and Peddling; Jacksonville Code of Ordinances, Part 7 Sec. 250.701.

With this update, 60% of the homeowners in a community must sign a petition and have a form on file with the City of Jacksonville to request a No Solicitation Sign be installed at the entrance of their community that prohibit solicitation in the entire community. Ms. Williams instructed the CPAC to call 630-CITY to request the mandatory No Solicitation form. Copies of the ordinance and form were provided to everyone in attendance.

**4. Presentation(s) – Rosario Lacayo, Community Planning Division, Planning and Development Department** – Ms. Lacayo spoke on the different functions and duties that occur in the Planning and Development Department.

The Planning and Development Department manages existing and future development and administers local, state and federal funds designated for housing and community development within the City of Jacksonville. Matters pertaining to zoning, the comprehensive plan, concurrency, land use, inspections, building codes, and the implementation of programs and activities such as home ownership, rental and owner-occupied housing rehabilitation, public facilities and improvements and assistance to the homeless and persons with HIV/AIDS all fall within the purview of this department. While its responsibilities are varied, the department ensures that development and the implementation of programs and activities in Jacksonville occurs in a logical, safe, orderly and fair manner.

The various divisions within the Planning and Development Department are:

- The Building Inspection Division is responsible for vertical construction permitting, building inspections, inspections of permitted construction, and floodplain management.
- The Current Planning Division is responsible for zoning interpretation and review of zoning applications; Administrative Deviations, Exceptions, Variances, Waivers, Conventional Rezoning, and Planned Unit Development (PUDs).
- The Community Planning Division is responsible for the Comprehensive Plan, land use amendments, Developments of Regional Impact (DRIs), historic preservation, and neighborhood planning.
- The Development Services Division handles site plan review, addressing, right-of-way permitting, transportation planning, concurrency/mobility, and other issues.
- The Housing and Community Development Division administers local, state and federal funds designated for housing and community development. The Division plans, develops and implements programs

At the CPAC meetings one of the issues that the Land Use and Zoning subcommittee reviews are zoning issues. Zoning issues are the division of a municipality into districts for the purpose of regulation the use of land for the promotion of the public health, safety and general welfare. These regulations must comply with the land use categories and are depicted on the Future Land Use Map Series (FLUMS) Chapter 656 Zoning Code.

Our Land Use Categories contain:

- Primary Zoning Districts
- Secondary zoning Districts
- Overlays: Springfield, San Marco, Mayport and Downtown
- 17 different Land Use categories
- 42 different Zoning Districts
- Two parts for uses: Permitted uses and structures and permissible uses by exception
- Describes permitted or permissible uses by exception and performance standards.
- Example Residential Low Density-60 (RLD-60) allows for single family dwellings.
- Commercial Community General-1 (CCG-1) allows for shopping centers, office,

restaurants.

- Planned Unit Developments (PUDs) could allow Commercial, Residential or Industrial uses or a mixture of uses. Districts and uses allowed based on Land Use Category.

Zoning Exceptions are exceptions to the zoning ordinance (law). An exception can be:

- A use that would not be appropriate generally or without restriction throughout the zoning district but which, if controlled as to number, area, location or relation to the neighborhood, could promote public health, safety. Zoning takes into consideration the welfare, morals, order, comfort, convenience, appearance of an area/community.

- Various Zoning Districts can be: church, school, gas station, day care or liquor.
- The Zoning Application Process takes 6 to 8 weeks
- Public Hearing Notification (3 ways):
  - (1) Department notifies every property owner within 350' of the subject property by letter.
  - (2) Signs on the property.
  - (3) Ad in the Financial Daily News.
- Department will issue a report recommending Approve, Approve with Conditions or Deny.
- Applications are heard by the Planning Commission in Council Chambers in the St. James Building at 1:00pm every other Thursday (bi-monthly).

The LUZ Subcommittee also review Administrative Deviations (AD) applications at their meetings. An Administrative Deviation is a request to relax the following requirements of the Zoning Code:

- Minimum lot area
- Required yards
- Required number of parking spaces
- Minimum landscaping
- Maximum lot coverage
- Maximum height of structures (includes fences)
- Process takes 6 to 8 weeks

Administrative Deviation Public Hearing Notification can occur 2 ways:

- (1) Department notifies every property owner within 350' of the property by letter.
- (2) Signs on the property.

The Planning and Development Department will issue a report recommending Approve, Approve with Conditions or Deny for each AD application.

In relation to the Administrative Deviation, a variance is a deviation from the set of rules a municipality applies to land use and land development, typically a zoning ordinance, building code or municipal code. In Jacksonville, a Variance (V) includes:

- Everything else the AD cannot.
- Lot width
- A/C Setbacks from the property line
- Follows same process as an Exception
- Heard by the Planning Commission

Our LUZ Subcommittee often review PUD (Planned Unit Developments) applications. A Planned Unit Developments (PUD) is where an applicant requests to write their own Zoning Code (the written description) for the subject property. Additional conditions CAN be required. The applications can:

- Pick and choose uses out of other districts as long as the underlying Land Use category supports it.

- Decrease or increase minimum standards such as parking, landscaping, height, setbacks.
- Limit number of lots, lot size, access points, layout of buildings, architectural styles, lighting...
- Process takes 8 to 12 weeks  
PUD Public Hearing Notification can occur 3 ways:  
(1) Department notifies every property owner within 350' of the subject property by letter.  
(2) Signs on the property; 1 sign for every 200' of frontage  
(3) Ad in the Financial Daily News.
- The Planning and Development Department will issue a report recommending Approve, Approve with Conditions or Deny.

## 5. **Chairs report** – Chair Hill – no report

## 6. **Elected Officials Reports** –

Councilmember Boyer informed the CPAC that she has 3 area tributaries in her council district that have problems with siltation. Councilmember Boyer stated that she has a 4<sup>th</sup> tributary with a siltation problem, but that tributary is located in an area that has a special taxation district. Councilmember Boyer stated that she will hold a meeting in January to inform the communities on how to form the taxation district to address siltation problems. If you are interested, please contact Councilmember Boyer's office and let them know you would like an invitation to the meeting. Councilmember Boyer stated that she would also like to have some dialogue about pedestrian fatalities and pedestrian safety in the upcoming year.

Councilmember Bowman introduced himself to the CPAC and informed him that he has completed a neighborhood walk with JSO. If you like in City Council District 3 and you are interested in a JSO walk in your community, please contact Councilmember Bowman.

Councilmember Becton thanked everyone that attended/participated in his community workshop. Councilmember Becton extended a special thank you to CPAC member Donna Herrin for her research and PowerPoint presentation that she made.

## 7. **Subcommittee/Liaison Reports** -

**LUZ** (Land Use and Zoning) - Jim Hill, Subcommittee Chair

The LUZ Subcommittee reviewed a number of applications. One of the applications reviewed was 2015-667 for the property at 5800 Philips Highway. This is an adult entertainment facility that is currently closed. The new owner wants to reopen as an adult entertainment facility with full liquor service. The Planning Commission has denied this request and LUZ Subcommittee made a motion to send a letter of support to the Planning Commission for their denial of this application. The motion was seconded and the CPAC voted unanimously to send a letter.

**Beautification/Parks/Environment** – Dick Cardell, Subcommittee Chair

Mr. Cardell informed the CPAC that JTA Mobility Study held 3 public meetings that focused on pedestrian/cyclist safety on University Blvd. Mr. Cardell stated that he provided comments and made recommendations to the JTA team and consultants at the public meeting.

**Economic Development** – Gloria Stephens, Subcommittee Chair – was unable to attend, but sent the following report:

Jacksonville International Airport adds new international flight. Jacksonville residents can begin flying on direct nonstop flights between Jacksonville International Airport and Toronto Pearson International Airport.

Air Canada is launching the year-round service beginning May 21. Flights are scheduled for weekends on a two-cabin Embraer ERJ-175.

London-based company adding 75 high-wage jobs in Jacksonville. A global firm that has a presence in 24 countries is adding 75 jobs and locating its North American service center in Jacksonville, Mayor Lenny Curry announced on Thursday. Resource Solutions, a London-based company that specializes in recruitment, will be adding 75 jobs with a median salary of about \$56,000 in Jacksonville. The deal, however, is contingent on incentives on the state and local level. The company said that it had many options, but that the deal was finalized due to the pursuit of the mayor's office.

Wawa, a cult favorite convenience store rapidly growing its Florida presence might be coming to Jacksonville, which could prove to be a major disruptor for the established brands in Northeast Florida. The expansion into the First Coast, Wawa first entered Florida in 2012 with a launch in Orlando and now has 76 stores in the state would be good news for consumers who like premium gas and convenience stores, but could be bad news for smaller convenience stores in the area. "We will continue to expand and look for sites in the state and hope to reach the Jacksonville area in the next several years," wrote Lori Bruce in an email to the Business Journal. "While we can't yet confirm a timeline yet, or the specific cities and towns we will be in, we can say that the state of Florida provides us with enormous opportunities to grow the Wawa brand and we are constantly looking for opportunities to expand."

Annual Ponte Vedra golf tournament The Players is celebrating a record amount of money raised for charity. The PGA Tour destination raised \$8.1 million for local charities, which beats last year's total by \$600,000. The Players raised \$7.5 million in 2014, according to a news release. The Players attributes its swelling charity funds to its growing attendance numbers, and to the relatively large volunteer base for The Players.

Plans for an indoor practice facility are moving forward, along with an outdoor amphitheater, according to legislation filed with the city. The agreement, if it goes through, would be a partnership between the city and the Jacksonville Jaguars. The city would contribute \$45 million to the construction of the practice facility and the outdoor amphitheater, with the Jaguars contributing the rest of the sum. The project would cost a total of \$90 million. The legislation states that the improvements are meant to make EverBank Field a "world-class facility," while enhancing the fan experience at annual events like the Florida-Georgia game and the Taxslayer.com Bowl. The proposed enhancements are also aimed at attracting more events – particularly games – to Downtown.

**Education** – George Banks, Subcommittee Chair – informed the CPAC that he attended a meeting at Englewood High School and meet with the Principal of Englewood High, the Principal of Wolfson, Larry Rozier and Rosemary Wesolowski. The meeting focused on student participation in the CPAC's. There was some discussion about the role the students will play and the responsibilities/reporting that the students may have to their fellow students, PTA and/or SAC.

**Government Affairs** – Jim Akers, Subcommittee Chair – not in attendance

**Membership** – Debbie Johnson, Subcommittee Chair introduced new member Karen Rowe to the CPAC. Ms. Rowe is representing the Mandarin Community Club. Ms. Johnson provided an update to the CPAC about the community outreach that the Membership Subcommittee completed to date. The subcommittee has sent 104 emails/letters to inactive members,

previous members and all association listed on the SE District Neighborhood Directory. The response was not what we hoped for, but we will continue to reach out to our communities. In January 2016, the subcommittee plans to work with all of the City Council members to try to identify communities that do not have representation on the CPAC.

**Transportation – Growth Management** – Eric Lanier / George Bollinger – no report

**Safety** – Betty Wolfe, Subcommittee Chair – not in attendance

**Ad-Hoc:**

**TRUE** (Taxation, Revenue, and Utilization of Expenditures) Commission – Ralph Hodges stated that they have reviewed several audits. One of the audits focused on the Clerk of the Court and the TRUE commission had questions. The commission sent their questions to the Clerk of the Court and they really did not get an adequate response. Their questions were in regard to the collection of revenue and how the funds from tree mitigation are being spent. The TRUE Commission members received a memo that OGC will be rewriting how the funds will be collected in the future as a follow up to their inquiry. The TRUE Commission also sent a letter to City Council that they oppose and do think they should vote themselves a salary raise. The TRUE Commission feels that the vote should take effect at the next council election.

**Nomination** – The Nomination Subcommittee was comprised of Jim Hill, Kathleen Perera and David Dee. The Subcommittee presented the slate of officer to the CPAC and the members voted. The Chair for 2016 will be Debbie Johnson and the Vice Chair will be Marj Rothstein.

**8. Unfinished Business –**

While the Nomination Subcommittee counted the ballots, the full CPAC discussed how they wanted to handle the December CPAC meeting. Several ideas were discussed and the members voted to meet at MiMi's Café for dinner. The members were encouraged to send their date of preference to Rosemary by Wednesday, November 25, 2015. Once a date has been selected the information will be sent out to the full CPAC.

**9. New Business –**

**10. Public Comments/Announcements** (3-minute time limit)

**George Banks made a motion to adjourn and the motion was seconded by Ralph Hodges.**

**NEXT MEETING: Monday, January 25, 2016 ~ 6:30 p.m.**

**LOCATION:** NEFAR (Northeast Florida Association of Realtors) Office  
7801 Deercreek Club Road  
Jacksonville, FL 32256