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**Town of Orange Park  
Town Council Meeting  
Tuesday, April 16, 2019  
7:00 P.M.  
Agenda**

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1. Call to Order & Roll Call – Mayor Meeks
2. Invocation & Pledge of Allegiance – Councilman Watt
3. Recognition of Gator Dredging
4. Audience Comments on Agenda and Non-Agenda Items
5. Consent Agenda
  - a. Approval of the Council Minutes of the Special Meeting Dated March 20, 2019
  - b. Approval of the Council Minutes of the Regular Meeting Dated April 2, 2019
6. New Business
  - a. Discussion on Bed & Breakfast Zoning Criteria
7. Town Manager Reports
8. Attorney Reports
9. Councilmember Reports/Comments
10. Adjournment
  - May 7-Town Council Meeting, 7 PM
  - May 21-Town Council Meeting, 7 PM
  - June 4-Town Council Meeting, 7 PM

Anyone wishing to address the Town Council regarding any topic on this agenda is requested to complete a form available on the front table at the entrance. Speakers are respectfully requested to limit their comments to three (3) minutes.

Orange Park, Florida  
March 20, 2019

The special meeting of the Orange Park Town Council was called to order in the Town Hall Council Chambers at 6:00 p.m. with Mayor Gary Meeks presiding.

Other Councilmembers present were Vice-Mayor Ron Raymond, Councilwoman Connie Thomas, Councilman Roland Mastandrea and Councilman Alan Watt. Also in attendance were Town Manager Sarah Campbell, Public Works Director Chuck Pavlos, Economic and Community Development Director Stephen Smith, Attorney Sam Garrison of Bradley, Garrison & Komando and Town Clerk Courtney Russo.

#### AUDIENCE COMMENTS

Mr. Kenny Radwanski, 2061 Azalea Lane, Orange Park, stated the new, future plans of the Town are in Council's hands. He thanked Council for all that they do.

Mr. Danny Garcia, 2609 Holly Point Road West, Orange Park, explained the citizen group that he is a part of. He stated they are in full support of talking about a CRA and looking at possible revitalization of the Town. He stated the group now has 32 members.

#### UPDATE AND DISCUSSION ON FY 2018-19 CIP PROJECTS

Ms. Campbell stated 46% of the budget year has elapsed. She stated funds have been encumbered for projects. Some funds have not been spent but are being held until projects are completed.

Councilwoman Thomas asked for an update on the flow study. Mr. Pavlos stated he met with the group yesterday to get an update. They are putting together the model. They have done a rough test of the model but are moving forward with the work. Ms. Campbell stated it should be complete by early summer. They are still on track with completing it by then.

Councilwoman Thomas asked if they have looked at the Nelson property. Mr. Pavlos stated they have. They looked at multiple culverts. The dredging company is wrapping up the work for the grant. He stated he told them to be on standby, because we are moving quicker than originally planned.

Vice-Mayor Raymond stated sidewalks are important. He stated those are high on the list. He stated the Loring Avenue sidewalk is under design. He asked if there would be a separate price for the paving. Mr. Pavlos stated they look at everything at once. They do not like to impede on people's property more than they have to. He confirmed that sidewalks are a separate item. He stated it's easier to add the sidewalk as part of the project from the beginning than add it later. It is easier to take out of a project scope. They include the sidewalk as part of the design.

Councilman Watt asked about the sidewalk on Milwaukee Avenue. Mr. Pavlos stated they have received preliminary costs. He stated he will talk to Ms. Campbell about it tomorrow. Ms. Campbell stated that not is in the five-year plan or current budget. She stated there are three

variations that she will bring to Council. She stated Council can fund it now or wait to put it next year's budget.

#### DISCUSSION ON COMMUNITY REDEVELOPMENT AREA

Ms. Campbell introduced Lara Diettrich and Tony Robbins.

Ms. Diettrich discussed her work background. She has worked previously with the City of Jacksonville and Jacksonville Economic Development Commission.

Ms. Diettrich discussed the agenda for her presentation. She went over the 10 reasons to redevelop. She explained what a CRA is. A CRA is a Community Redevelopment Agency. It is a dependent special district. State law only allows one CRA per jurisdiction, though one CRA may have multiple CRA districts. She stated a jurisdiction must have at least 2 of the 14 requirements in order to form a CRA. This gives direction whether to move forward. She stated Orange Park is a chartered town, and therefore would have to get buy-in from Clay County. She stated one of the top priorities she sees with the Town is the traffic. She discussed how the CRA Board is made up. She stated Council can be the Board if they choose. She stated Council has final approval, not the Board. She stressed that you can only do projects that are in the plan and in the CRA area. She addressed tax increment revenues. She stated once the plan is adopted, the clock starts ticking. She stated any increased taxes go into a trust. She stated the increment is 95% or less of the revenues per state statute. She stated the percentage can be set by the Town. There is some flexibility. She discussed the River City Marketplace in Jacksonville. She stated that is one of the most successful CRAs in the state of Florida. She discussed how to calculate the increment. She discussed the things that a CRA can pay for. They include things like capital expenditures, promotion, marking and events, code enforcement, and land acquisition. She stated festivals are good because they drive business. She discussed what TIF funds can and cannot be used for. She stated publicly owned capital improvements scheduled in your CIP must be removed from the plan and three years must have elapsed before they can be inserted into the CRA plan.

Councilman Mastandrea stated we must look at our CIP closely.

Ms. Diettrich stated a project can be earmarked. She discussed other things that a CRA cannot pay for. She talked about the River City Marketplace again. She stated that CRA was updated in 2011 and then again two years ago. The plan is flexible. She stated property value will go up just by being near the CRA district. She stated there are no negatives. She addressed Palatka. She stated they had a slow incline with their CRA. She stated a CRA can help historic buildings with funding for ADA compliance. She stated Palatka has three CRA districts. She stated their river front was redone. She stated they had wood on pipes that were replaced. She stated this is not a fast process. It is a thoughtful process. She stated everyone has to be involved.

Councilman Mastandrea discussed financials and ethics regarding CRAs at the state level.



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Ms. Diettrich went over the five reporting requirements. She stated there are only 14 CRAs in Northeast Florida. She stated there are not many reporting issues seen in this area. They are seen more in the south.

Mayor Meeks asked what happens with property value. He stated the Town has no slum or blighted area. He stated this was looked at about five years ago.

Ms. Diettrich stated the Town has 12-15 acres of brownfield. That would qualify the Town for a CRA.

There was discussion on the Town's boundaries.

Mayor Meeks asked what the downside is for a CRA.

Ms. Diettrich discussed there are times when property values will never go back up to where they were.

Councilman Mastandrea discussed blight. He stated people define blight as different things. He stated the way people view blight is similar to how they view affordable housing. People assume that affordable housing means it is HUD housing. That is not always the case. He discussed why the CRA failed years ago for the Town. He stated it was due to a lack of information. He stated we need to know the terminology.

Vice-Mayor Raymond questioned where the blight is. He asked if it was Miller Street. He stated people in that neighborhood have lived there for generations. He stated some areas need to be brought up gradually. He asked where a good area would be for a CRA. He asked how much revenue it would bring in and what would the County do.

Ms. Diettrich stated she does not have all the answers. She stated she has just been using examples and not advising Council to do anything. She discussed the southwest quadrant of the Town. She discussed the process for a finding of necessity (FON) for a CRA. She stated that would include doing fieldwork to see if a CRA is really the way to go.

Mayor Meeks stated this presentation was a CRA 101 workshop for the Council. He stated the presentation was to enlighten and educate them, and then they can decide if a CRA is the route they want to take.

Ms. Diettrich discussed the CRA rules. There must be open meetings, open records and ethics involved.

Councilwoman Thomas asked how much a finding of necessity would cost. Ms. Diettrich stated it can take around two months and cost \$15,000. She stated the best place is to start looking at an aerial of the Town and pick out some hotspots.



Councilman Watt asked if the boundaries have to be contiguous. Ms. Diettrich explained how the boundaries work. She stated there can be separate areas, but they must all be within the CRA boundary.

Ms. Barbara Davidson, 2710 Holly Point Road West, Orange Park asked for the definition of blight and slum. Ms. Diettrich stated the definition is not defined by the dictionary; it is defined by state law. She read the definitions.

Ms. Davidson stated history repeats itself. She discussed housing that was at NAS Jacksonville. She stated there is no slum in Orange Park.

Mr. Danny Garcia, 2609 Holly Point Road West, Orange Park, stated Orange Park is a great town. He stated people should not take offense to words like slum and blight being used to define the Town. He stated this is a redevelopment tool. He stated he wants his kids to grow up and see all the opportunities available here and he wants them to be able to work, play and live here.

Ms. Davidson stated she was not inferring that Ms. Diettrich said we were slum, she just wanted the definition of the word.

Mr. Mike Vallencourt, 2729 Holly Point Road East, Orange Park, addressed the costs of a FON and what it entails. Ms. Diettrich stated there is a checklist that would be looked at during the FON. She stated the FON would basically give Council the go or no-go on a CRA. She stated justification and clarity would be there on whether a CRA is the way to go.

Ms. Diettrich stated they are looking at American Beach now. She stated they cannot define a deliverable until the FON is done.

Mr. Garcia stated there are areas in town that are blighted. He stated we have defective roads in some areas. He asked about the possibility of the entire Town being a CRA. Ms. Diettrich stated that would be extreme. She stated a CRA is a specific and definitive tool. It puts focus on an intentional area on where to put forth effort.

Mr. Kenny Radwanski, 2061 Azalea Lane, Orange Park, stated he is concerned about the unpaved roads in the Town. He stated those need to be taken care of.

Mr. Tony Robbins, Prosser, stated a FON is the beginning of the process and then you decide what you want to do.

Mayor Meeks discussed the CIP. He questioned what would happen if we wanted to move forward with a CRA, but everything was already in our CIP. Mr. Robbins stated we should start pulling things out of the CIP.

Mr. Robbins discussed why he has never suggested a CRA for the Town before. He stated he has looked at the tools in the past. He stated it is hard for him to justify doing one. He stated it is hard

to find a good area in Town that would qualify. He stated he thinks the Town could spend \$15,000 more wisely.

Councilman Watt stated the Town does not have a long-range vision. He stated the Town needs a real vision.

Mayor Meeks stated a good time to start looking at a visioning session would be when the new Council is seated.

Councilman Watt stated we need a grant to do a visioning session and we need someone to facilitate it.

Vice-Mayor Raymond asked about current CIP projects. He stated we are half-way through the year. He asked what projects are not going to get done.

Ms. Campbell stated most projects not completed will roll forward. She stated designing something can take a while. She stated the \$5000 funded for paving the dirt roads was just seed money, so paving those roads is not going to be accomplished.

Mr. Pavlos discussed Soloman Street. He stated that was a dirt road when people bought their houses. He stated doing an assessment there was discussed at one time.

Vice-Mayor Raymond stated everyone pays ad valorem and deserves a paved road, just like everyone should be on the Town's water and sewer system.

Ms. Campbell stated the FY 2019-20 CIP process has started at staff level.

Councilman Mastandrea asked what needs to be done to get moving with a visioning session.

Councilman Watt stated it is on the list for the grant writers to look at. Ms. Campbell is aware of it. He stated staff is working with the grant writer. We have to find funding for it.

Ms. Campbell stated if a visioning session is a priority of the Council right now, then we need to pay for it ourselves. A grant can take awhile to get.

Councilman Watt suggested using a small part of the \$1.7 million left in the Sanitation Fund. He stated we need to get moving on the process.

Vice-Mayor Raymond stated Ms. Campbell is good with finding money. He agreed this is something we need to get moving on.

Councilwoman Thomas stated we cannot wait for a grant. She made a motion to set money aside for a visioning session. Councilman Watt seconded the motion.

Attorney Garrison stated a budget amendment will need to be done.

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Councilwoman confirmed that is what she meant by with her motion.

<b>MOTION:</b>	To set aside money, by doing a budget amendment, for a visioning session.
<b>RESULT:</b>	<b>PASSED</b>
<b>MOVED BY:</b>	Thomas
<b>SECONDED BY:</b>	Watt
<b>AYES:</b>	Meeks, Watt, Mastandrea, Thomas, Raymond

ADJOURNMENT

Mayor Meeks adjourned the meeting at 7:49 p.m.



Orange Park, Florida  
April 2, 2019

The meeting of the Orange Park Town Council was called to order in the Town Hall Council Chambers at 7 p.m. with Mayor Gary Meeks presiding.

Other Councilmembers present were Vice-Mayor Ron Raymond, Councilman Alan Watt, Councilman Roland Mastandrea and Councilwoman Connie Thomas. Also in attendance were Town Manager Sarah Campbell, Public Works Director Chuck Pavlos, Economic and Community Development Director Stephen Smith, Attorney Sam Garrison of Bradley, Garrison & Komando and Town Clerk Courtney Russo.

The invocation was given by Mayor Meeks, followed by the Pledge of Allegiance.

#### AUDIENCE COMMENTS ON AGENDA AND NON-AGENDA ITEMS

Mr. Bill Hammock, 2415 Holly Point Road East, Orange Park, discussed the property at 151 Park Avenue. He stated it has come to his attention that there may be a buyer for this property. He stated this is the former RaceTrac service station. They have racked up several thousand dollars in fines over the years for not being in compliance with the Code of Ordinances for the Town of Orange Park. He stated now someone may be requesting these fines be waived. He stated this has been an eyesore for many years. A lot of work, like adding new landscape to the medians, has been done to improve the appearance as you enter the north and south ends of Park Avenue. The first thing people see when they come into town is that eyesore. It has become a camping ground for semi-trailer trucks. According to Clay County tax records, OWC Limited currently owns the property. Those records also show that the taxes were paid by RaceTrac Petroleum. He was not sure why the taxes were paid by RaceTrac some years and OWC other years. RaceTrac is the 39<sup>th</sup> largest privately held corporation in the country, with revenues around \$8.7 billion. He stated this company is probably spending more in legal fees trying to fight these liens. He stated Council should not ignore their fiduciary responsibilities to the residents.

Mr. Kenny Radwanski, 2061 Azalea Lane, Orange Park, discussed the DOT survey that was done for the northeast corridor of the Town. The survey said that over 30% of the population in the Town is over 60 years old and by the year 2030 60% of the Town's population will be over 60 years old. He stated there is an element in our midst that wants to change the Town's image, Charter, statutes and ordinances. He stated change is good, but if these elements succeed then the Town Hall property could be torn down and developed into a high-rise building with commercial businesses on the ground floor. He discussed the Sunshine Law. He thanked those that listen to the residents.

Mr. Danny Garcia, 2609 Holly Point Road West, Orange Park, stated he believes it is in the best interest of the Town to not waive the lien for 151 Park Avenue. He discussed the notice issues with the property; he stated that was an issue on the property's side, not the Town's. He stated we should require them to demolish the property and start remediation. He stated they should place landscape on the property. He stated other strategies are out there, other than lien forgiveness. He addressed a visioning. He talked about a CRA. He stated the Town should not give up so easily on that. He

stated there is a predetermined process with CRAs. He discussed the process for a finding of necessity. He stated the finding of necessity could be part of the discovery process for the visioning session.

APPROVAL OF THE COUNCIL MINUTES OF THE REGULAR MEETING DATED MARCH 19, 2019

<b>MOTION:</b>	To approve the Council minutes of the regular meeting dated March 19, 2019.
<b>RESULT:</b>	<b>PASSED</b>
<b>MOVED BY:</b>	Watt
<b>SECONDED BY:</b>	Mastandrea
<b>AYES:</b>	Meeks, Watt, Mastandrea, Raymond, Thomas

CONSIDERATION OF AGREEMENT WITH RACEWAY REGARDING LIEN REDUCTION FOR 151 PARK AVENUE

Attorney Garrison stated this is the proposed Memorandum of Understanding (MOU). He stated nothing has been approved, until Council gives their approval. He stated RaceTrac is the owner of this property, which was formerly a RaceWay. He gave the history of how we got to where we are today. He stated RaceTrac's Counsel came to him and Ms. Campbell about a possible lien reduction. Their Counsel then brought their request to Council. Council did not agree to the lien reduction. There was discussion about removing the building, but at that time, they did not know how much it would cost to have the building removed. He stated he brought those costs back to Council, and Council agreed to let him and Ms. Campbell work with RaceTrac's Counsel on coming to an agreement. He stated he would not bring something back for Council's consideration until the other party signed off on it, which they have. He stated the MOU says that the RaceTrac will tear down the building within 90 days. They will grass the property, other than the easement. If they do that, then the Town agrees to forgive the lien in the amount of \$69,000. He stated he has had a number of conversations with Council individually. He stated Council has the authority to enter into this agreement, or not enter into it. He stated this will not set a precedent. Council has the power to enter into this agreement for whatever reason they want to. He stated in 2017 RaceTrac received a notice of violation for overgrown lawn and accumulation of debris. They were fined \$250/per day until they came into compliance. He stated then in 2018 the Town Manager authorized an abatement order to have the property cleared. He stated RaceTrac's Counsel, Tom Sullivan, had a conflict, and wished to push this back two weeks. He stated he is not sure if that is the wish of the Council. He stated Mr. Sullivan's associate, Nicholas Dancaescu, is present tonight.

Ms. Campbell stated Council has three options. They can adopt this agreement. They can choose not to adopt the agreement and leave things as they are, or they can make amendments to the agreement. She stated if amendments are made, then there would be no approval tonight. They would have to go back to petitioner with the proposed updates.



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Vice-Mayor Raymond asked if there is an offer to buy the property. Mr. Dancaescu stated there was a previous offer, but the lien was a problem. He stated he is not sure if that offer is still there.

Councilwoman Thomas stated the fine should be paid. She stated she is not in favor of the agreement. She stated the fine is there for a reason. She stated a citizen would not be able to do this same thing, so neither should a business.

Councilman Mastandrea discussed the history of the property. He stated the property was abandoned in 2019. He stated he could not find anywhere in the records that the Town was notified when they closed. He stated he did ask Attorney Garrison if he could call Mr. Sullivan. He stated he did talk to Mr. Sullivan but did not negotiate. He stated it is common for buildings to be abandoned until it is time to sell them. He stated there are probably more RaceTrac's like this. He stated Mr. Sullivan had asked where the \$69,000 in fines was actually spent. He stated in 2009 the building was abandoned, and then they started building the new RaceTrac. He stated they came in for permits, so he questioned how they did not know what was going on at their other property.

Mr. Dancaescu stated the RaceWay was a franchise. Someone local most likely owned it. The new gas station was a RaceTrac. He explained the difference. He stated this is RaceTrac's problem as much as it is the Town's.

Councilman Mastandrea stated for the last nine years, the RaceTrac has been in charge of the property. The liens were in place for 94 days. He stated in March 2015 there was discussion about the sign coming down, which they did do. He questioned why they did nothing else. He discussed the issues with them not receiving the Town's notices. He stated we used the address that was on file. He stated that was their responsibility to ensure the proper address was on file.

Mayor Meeks asked Councilman Mastandrea to summarize his discussion. He wanted to give other members a chance to speak. Councilman Mastandrea stated he would like to continue his conversation. Mayor Meeks stated he is instituting the rules of debate.

Councilman Watt stated he does not like the idea of eliminating the fine amount. He stated RaceTrac has not been the most cooperative business. He stated there is some value in getting rid of the eyesore. He stated it's not a \$69,000 value, but there is a value. He suggested meeting in the middle with them. He stated they can work the price down depending on how much work is put into the property. He stated he does not like this agreement. They need to negotiate somewhere in the middle.

Mayor Meeks asked if the underground tanks had been removed. Mr. Dancaescu stated he was unsure.

Mayor Meeks questioned what the point is in having Code Enforcement and a Magistrate if we are not going to follow through with these fines. He stated it was a \$250/per day fine to bring in compliance. He stated it is not unusual to do what we are doing. He stated they received a \$20,000 break, because of an internal error. He stated this property is at the gateway to the community. It took them 90 days to come in to compliance. He stated he remembers when they brought the



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RaceWay building into the Town. He stated the responsibility falls on the RaceTrac now. He stated they need assurance that the tanks have been removed and the property is mitigated. He wants to see something nice there.

Vice-Mayor Raymond stated no motion has been made. There needs to be a motion and then debate. Those are Council's Rules and Robert's Rules of Order. He stated Council gave Attorney Garrison instructions to negotiate with the RaceTrac. That is what he did. He stated Council's options are to either ratify the agreement or to not ratify it.

Councilman Mastandrea stated the cost to demolish the building will be coming off the Town, but that is the RaceTrac's costs that they incurred. He stated he is not in favor of reducing the lien in any way.

Councilman Watt moved that the agreement go back for further negotiations. He wants to see the environmental aspects, demolition and fine amount discussed. Mayor Meeks seconded the motion.

Vice-Mayor Raymond stated Council needs to give Ms. Campbell and Attorney Garrison a number to work with. The motion needs to be clear.

Mayor Meeks stated he thought the motion was clear.

Vice-Mayor Raymond stated he wants a money figure.

Councilman Watt stated he does not have complete knowledge or a dollar value on how much it will cost to do environmental remediation at the site. He stated he does not have enough facts to throw out a number.

Vice-Mayor Raymond stated without a number, we are just going in circles. He stated Councilman Mastandrea sent out an email to residents that contained some facts, inaccuracies, and innuendo. He stated this has turned into a political thing.

Vice-Mayor Raymond moved to amend the motion to include a \$20,000 settlement on the lien amount. Mayor Meeks seconded the motion.

Mayor Meeks stated the remediation could be very costly.

Councilman Mastandrea questioned what was false in the email he sent out.

Vice-Mayor Raymond stated he was not going to have that conversation.

There was continued discussion on the email that was sent out by Councilman Mastandrea.

<b>MOTION:</b>	To amend the motion to include a \$20,000 settlement on the lien amount.
<b>RESULT:</b>	<b>FAILED</b>
<b>MOVED BY:</b>	Raymond
<b>SECONDED BY:</b>	Meeks
<b>AYES:</b>	Meeks, Raymond

<b>MOTION:</b>	That the agreement go back for further negotiations. He wants to see the environmental aspects, demolition and fine amount discussed.
<b>RESULT:</b>	<b>FAILED</b>
<b>MOVED BY:</b>	Watt
<b>SECONDED BY:</b>	Meeks
<b>AYES:</b>	Meeks, Watt

Vice-Mayor Raymond suggested this item be tabled. They can look for advice and come back to it. He discussed the recent EMS negotiations. He stated Council had voted that Mayor Meeks be the point person to work with staff on negotiating with the County. He stated that was successful. He suggested that Councilman Watt work with Ms. Campbell and Attorney Garrison to negotiate some kind of agreement and Council can ratify it.

Attorney Garrison stated if Council wants a MOU, then they can delegate a point-person to work on negotiations.

Vice-Mayor Raymond stated they have embarrassed the Town Manager and Town Attorney. Council told them to work on a deal, which they did, but Council doesn't want it now.

<b>MOTION:</b>	To appoint Councilman Watt as the point-person to work with the Town Manager and Town Attorney to negotiate with RaceTrac.
<b>RESULT:</b>	<b>PASSED</b>
<b>MOVED BY:</b>	Raymond
<b>SECONDED BY:</b>	Meeks
<b>AYES:</b>	Meeks, Watt, Raymond

DISCUSSION ON VISIONING PROCESS

Ms. Campbell stated Council's third priority for FY 2019-20 is to conduct a visioning session. She stated visioning can take on many forms. Council needs to decide the scope of services and product that they wish to achieve. She provided Council with examples from other communities that have done a visioning. She stated some communities look at the long range, while others look shorter-term. She stated there are questions that need to be answered. She stated Council will need to discuss what the time frame is for the vision, how many community sessions do they envision, what type of data do they expect, do they expect narrative of visual results, do they want a steering committee to guide the process, what type of public outreach do they want, do they want residential and business owner input, and how long do they think the visioning process will take. She stated



the cost could vary. She stated a grant could be good, but if Council wants this done sooner, then we should pay for it ourselves.

Vice-Mayor Raymond stated they should have a workshop on this. He stated he is concerned with the possibility of a \$200,000 price tag to do this. He stated there are a lot of questions that need to be answered.

Mr. Randy Anderson, 2627 Red Fox Road, Orange Park, stated a workshop is a good idea. He stated it needs to be done right the first time. We need to take our time. He stated we need to look at the short and long term. He stated it could take 12 months to complete the survey. He stated he thinks the focus should be on anything from 2 to 10 years, or ever longer. He stated we need to look at what we are doing well and what we are doing bad. He stated we need to look at what impact it may have on the schools and real estate. He stated they need to look at what the growth may look like. He stated they need to hear from diverse groups in what they want.

Councilwoman Thomas stated a workshop would be good. She stated they need a steering committee. She suggested having a finding of necessity as part of the visioning session. She stated she does not think it should be more than \$80,000. She stated we need to take our time and do it right. She stated the citizens need every opportunity to come in and speak. She stated they need time to sit down with various groups. She does not think they should look out too far. She suggested looking at two to five years out. She stated things will change over time, and they will need to look at a vision again in the future.

Councilman Watt stated they should look at 10 and 20 years. He stated they have already done a reasonable job looking at 1 to 2 years. He stated all of the neighborhoods need to be included. He stated having maximum participation from the public is important. He stated he was shocked by some of the costs. He stated he thinks this process should be \$100,000 or less. He stated he thinks a workshop would be fine.

Councilman Mastandrea stated people are interested in economic development. He stated he thinks the prices for this are too high. He stated there was a \$35,000 grant that just passed; they give out 60 grants a year and there are probably more out there. He stated holding a workshop is good; Council can get a lot of the work done on the front end.

Mayor Meeks stated he only has a couple meetings left in his term and would prefer to not be a part of the workshop. He suggested having the workshop after May 21 when the new Council is seated. Staff can look at dates after the reorganization of Council.

#### REPORT FROM PLANNING AND ZONING

Mr. Smith stated Council previously requested that the Planning and Zoning Board review, clarify and update the Town's zoning district regulations related to permitted uses allowed by right and conditional uses. He stated at the Board's March 11, 2019 meeting, they approved a recommendation to Council to amend Article II pertaining to Table II.1, including creating a new definition for adult care center in the Land Development Regulations. He addressed the specific



changes that the Board is recommending. Some of the major changes included changing automobile body shops to a conditional use in CI, changed car washes to a conditional use in CG, and revised pawn shops to include check cashing and payday loans. He asked if Council would like to proceed with an ordinance for first reading.

Councilman Watt stated he is surprised that a definition for bed and breakfast is not included. Mr. Smith stated the Board did make their recommendation to Council last year, but Council did not move forward with it at that time. Ms. Campbell stated at that time we had one property we were working with and that property moved forward with the PUD process, so the pressure was off to discuss bed and breakfasts at that time. She stated staff can bring back the recommendation that the Board made.

Councilman Watt stated this seemed like the opportunity to insert the definition for a bed and breakfast.

Councilwoman Thomas asked if the Board looked at massage parlors. Ms. Campbell stated they did not. The Board was directed to look at alcohol sales, tattoo shops, pawn shops, and car washes.

Mr. Smith stated currently massage parlors are allowed in the CN, CG, and CI districts.

Attorney Garrison stated there was no Council direction for the Board to look at massage parlors. The Board rarely will task themselves with something. They usually work off what is tasked to them by Council.

Councilwoman Thomas stated she sees this as an opportunity to add some other things.

Mayor Meeks stated he agrees that bed and breakfast should be looked at again.

Attorney Garrison stated the Planning and Zoning Board already looked at this and their recommendation came to Council. He stated we can bring that report back.

Councilman Watt stated a bed and breakfast and a vacation rental are two separate issues.

Attorney Garrison stated a bed and breakfast is different than a vacation rental.

Councilman Watt stated he would like to see bed and breakfasts and massage parlors addressed. Attorney Garrison stated he is going to need more specific direction.

Ms. Campbell asked if Council wants to reduce the number of zones which massage parlors are currently allowed in.

Vice-Mayor Raymond stated Council needs to be clear with their motion, so staff knows what to do. He stated they need to vote on whether they want to move forward with an ordinance regarding what Mr. Smith has addressed. Then another motion can be made if needed.

<b>MOTION:</b>	To proceed with a first reading of a draft ordinance amending Article II of the Land Development Regulations.
<b>RESULT:</b>	<b>PASSED</b>
<b>MOVED BY:</b>	Thomas
<b>SECONDED BY:</b>	Mastandrea
<b>AYES:</b>	Meeks, Watt, Raymond, Thomas, Mastandrea

<b>MOTION:</b>	Direct staff to bring back the PZB report on bed and breakfasts.
<b>RESULT:</b>	<b>PASSED</b>
<b>MOVED BY:</b>	Thomas
<b>SECONDED BY:</b>	Raymond
<b>AYES:</b>	Meeks, Watt, Raymond, Thomas, Mastandrea

Attorney Garrison clarified if Council wants it go back to the Board for further review, or just bring back the report at the next Council meeting.

Council agreed they don't remember the original report. Attorney Garrison stated the Planning and Zoning Board's report on bed and breakfasts would be added as an agenda item on Council's next agenda.

<b>MOTION:</b>	For the Planning and Zoning Board to study massage parlors.
<b>RESULT:</b>	<b>PASSED</b>
<b>MOVED BY:</b>	Thomas
<b>SECONDED BY:</b>	Mastandrea
<b>AYES:</b>	Meeks, Watt, Raymond, Thomas, Mastandrea

#### REPORT FROM CULTURE AND RECREATION COMMITTEE

Councilwoman Thomas stated at the last committee meeting, they discussed the Nelson property. She stated they had planned to visit the site prior to the meeting, but they were rained out. Instead, they met in Chambers, prior to the meeting and talked about the property and looked at pictures. She stated Pat Meeks was present and provided information on the property. She discussed what John Nelson had wanted to see done with the property, which included no boat ramps or rentals, leaving as many trees as possible, no park fees and free parking, provide small foot docks, and allow canoes and sailing boards. She stated the consensus among the committee members was that they want to see it be a passive park. She stated she wants to get a video of Cindy Cheatwood and Pat Meeks discussing the history of the property. Also, at that meeting, the committee discussed vendors at the Market. It was discussed that if two vendors have a similar product and one is a Town resident, then they would get preference. She stated Ms. Dockery is going to put a resident box on the application. She stated the Nelson property was bought for conservation because of flooding. She discussed waterway rights on that property. She stated that is something that needs to be thought about. She stated Council may want to think about appointing someone to talk to the County about that.



Councilman Watt mentioned that Councilwoman Thomas was reading from John Nelson's handwritten notes regarding what he wanted to see done with the property.

Vice-Mayor Raymond stated the County owns the Nelson property. He stated there are rumors that the County plans on giving the property to the Town. He asked if there is any truth to that and he stated he is not sure he wants the property. He stated whatever happens to the property, the neighbors need to know what is going on and have a say.

Councilwoman Thomas stated she spoke with Commissioner Hutchings and she was happy about them visiting the property and exploring it. She stated there is a lot of history there.

DISCUSSION ON VACANT PROPERTIES

Councilman Mastandrea stated there is not an ordinance dealing with vacant buildings. He stated the vacant gas station near the railroad tracks has plywood up on the front door. He stated these buildings need to be checked due to safety reasons. He stated they should be checked every six months. He stated he would like to move forward with an ordinance. He stated after 60 days of a building being vacated, the owner should be required to register it and pay a fee. Then we will know that a property is vacant, and we can inspect it. This will help with the appearance of the Town.

Councilman Mastandrea moved to have staff look at an ordinance for vacant properties. Councilwoman Thomas seconded the motion.

Councilman Watt stated the gas station by the railroad tracks is a mess. That's going to be the Town's next problem.

Attorney Garrison stated there are two ordinances on the books that could address some of these problems. He stated there is a process for foreclosed properties to register with the Town.

Councilman Mastandrea discussed sample ordinances he found. He stated there was an ordinance that even addressed a vacant store within a plaza.

<b>MOTION:</b>	To have staff look at an ordinance for vacant properties.
<b>RESULT:</b>	<b>PASSED</b>
<b>MOVED BY:</b>	Mastandrea
<b>SECONDED BY:</b>	Thomas
<b>AYES:</b>	Meeks, Watt, Raymond, Thomas, Mastandrea

DISCUSSION ON A FINDING OF NECESSITY FOR A CRA

Councilwoman Thomas stated she wants this to be part of the visioning plan, so she will discuss this at the workshop.



DISCUSSION ON FDOT WATERWAY RIGHTS

Councilwoman Thomas asked if FDOT was going to come to a Council meeting. Ms. Campbell stated they are having an internal meeting on April 10 and will know more after that. She stated she has not heard anything from Sen. Bradley's office. She stated she did relay the question, asked by Councilwoman Thomas, to FDOT to see if they would consider deeding that right-of-way to us so that we could in the future maintain it. She stated FDOT will discuss that internally. She stated she is not sure if that is even something that Council would want to pursue.

Councilman Watt stated he called Sen. Bradley's office and he spoke with his staff.

TOWN MANAGER REPORTS

Ms. Campbell stated she recently met with Grant Development and Management. She discussed their agenda. She discussed some of the priorities that came up quickly. She stated there are grant announcements opening this month.

Councilwoman Thomas asked what amount the Town will have to come up with. Ms. Campbell stated she is not sure yet. She stated it is free to submit an application. She stated she will get more information.

Council was okay with Ms. Campbell seeking these grants.

Ms. Campbell stated she has received concept drawings for the Milwaukee sidewalk. She passed out the drawings to Council. She stated Concept 1, which includes the installation of a concrete sidewalk with an elevated boardwalk over the creek about 50 feet, would cost \$196,485.28 and Concept 2, which includes an elevated boardwalk for most of the length of the project, would cost \$316,193.70. She stated this has been an urgent matter among Council, so she wanted to bring the concept drawings to their attention.

Councilman Watt stated Concept 2 was what he was envisioning, but it's a little expensive. He stated he is surprised that the concrete option is cheaper. He addressed the re-grade shallow swale. He stated his concern is that there is not six feet of flat ground and we are going to end up with several feet of fill on the back side of the sidewalk and then we will end up with it washing out. That will result in the sidewalk caving in. He asked if Mr. Pavlos is comfortable with the plans and that there will not be a big maintenance problem. Mr. Pavlos stated he is aware of that concern. He stated there will be high-back curb on the one side.

Councilwoman Thomas stated she would like to walk the area with Mr. Pavlos to get a visual before voting on these.

Ms. Campbell stated there is no vote needed today. She just wanted to bring the plans to Council's attention. She will circle back on this at a later time.

Ms. Campbell stated she has spoken with Joe Love's son, Byron Love, regarding the property lien at the McIntosh/Mound Avenue property. She stated Joe Love has since passed away, and Byron Love has agreed to work with the Town regarding his father's property. Mr. Love just wants to get rid of the property. If the Town releases the lien, Mr. Love will transfer the deed to us for the expansion of the T.C. Miller Center.

Councilman Mastandrea stated people are looking at empty lots behind Pat Gallagher's property. He stated they are coming into Town April 11 and 12 to look at properties. He stated this could bring in tax dollars to the Town if someone else bought Joe Love's property. He stated the Clay Country Club is doing some maintenance and landscaping at their property. Fantastic Floors is looking good. He stated that area of Smith Street is going to be looking better.

Councilwoman Thomas stated we did have this in the CIP. It was on our radar. She stated it would be prudent to have staff start to look at Joe Love's property.

Vice-Mayor Raymond stated he agrees with Councilwoman Thomas. The neighborhood has asked for this. He stated the T.C. Miller Center is a special place. He would like to see the property used for the expansion of the T.C. Miller Center.

Councilman Watt stated he agrees this needs to be pursued.

Attorney Garrison stated there will be some money involved. He discussed the San Robar house. This situation will be similar. He stated they can look at their options. There will be some financial outlay. He stated the property is owned by someone that has passed away. It is not probated. He stated we will probably need to hire a probate and real estate attorney to help us with this. He stated there will be money, time, and patience involved.

<b>MOTION:</b>	To have staff pursue the acquisition of the Joe Love property and advise what needs to be done.
<b>RESULT:</b>	<b>PASSED</b>
<b>MOVED BY:</b>	Watt
<b>SECONDED BY:</b>	Raymond
<b>AYES:</b>	Meeks, Watt, Raymond, Thomas, Mastandrea

Attorney Garrison stated there will be some money that needs to be spent up front, but it should be within Ms. Campbell's spending authority. Council was fine with that.

TOWN ATTORNEY REPORTS

Attorney Garrison stated the Law Day Luncheon is scheduled for April 30. Staff is invited.

Mayor Meeks stated we have received our COPCN from the County. Attorney Garrison stated that is correct. We are legal for two years. We are on day four of the COPCN.

Ms. Campbell stated we have not filed our EMS application with the state yet, but now we can since we have our certification.



COUNCILMEMBER REPORTS/COMMENTS

Councilwoman Thomas showed pictures from the community cleanup day. They worked from 9:00 a.m. to 12:00 p.m. She stated according to Mr. Bass we lowered the water level by two inches on Claire Lane. She stated 4.5 tons of vegetative debris were picked up and 1 ton of other trash was picked up. She stated everyone that came out wants to do it again. She stated they will look at doing another cleanup day in the Fall. She stated she is wearing teal tonight to promote sexual assault awareness. She stated one in three woman and one in six men are sexually assaulted. She stated 63% are never reported. She stated it is okay to report a sexual assault no matter when it occurred.

Councilman Mastandrea discussed Concert on the Green. It is a five-hour, one day per year event. They have raised \$60,000. The event came close to dying this year. He stated he tried to get the event in Orange Park. The event will be held at the sports complex on Old Hard Road in Fleming Island. He stated everything is falling into place with the event. He stated Mike Cella helped a lot. The event will be on May 26. The profits will go back to the schools.

Councilman Watt had nothing to report.

Vice-Mayor Raymond stated at the last meeting the rate study was presented. He stated it was his understanding that it was referred to the Public Safety/Public Works Committee. He wanted to verify that meeting dates were being looked at. The clerk confirmed that she would look at dates and poll the committee.

Vice-Mayor Raymond addressed the email that Councilman Mastandrea had sent out to his constituents. He stated there were mistakes in the email. The email referenced that a Councilmember will waive the lien amount. He questioned how Councilman Mastandrea knew that. He stated that seems to imply that Councilmembers discussed how they were going to vote. He stated another thing that bothered him about the email was that it stated that the former Town Manager and former Town employee made a deal with RaceTrac to waive the lien. He questioned how Councilman Mastandrea knew that.

Councilman Mastandrea addressed his email he sent out. He stated at the February 5 Council meeting, Vice-Mayor Raymond stated that he would be willing to negate the whole lien if they took the building down. He stated he received a copy of an agreement that was written by a former Town employee that the Town would forgive the \$23,500 lien. He stated it was never filed, but the agreement was made.

Mayor Meeks had nothing to report.

ADJOURNMENT

There being no further business before the Council, the meeting was adjourned at 9:12 p.m.





Item No. 6a

**Town of Orange Park**  
Agenda Memorandum

To: Town Council  
Through: Town Manager  
Agenda Date: April 16, 2019  
Economic and Community  
Submitting Department: Development

**Agenda Item Title:** Discussion on Bed & Breakfast Zoning Criteria

<b>Check one:</b> <input type="checkbox"/> Consent Agenda <input checked="" type="checkbox"/> Regular Agenda
<b>Financial Impact if Applicable:</b> N/A

**Background Information:** At the Planning and Zoning Board (the “Board”) meeting of May 10, 2018, the Board approved a recommendation to the Town Council to amend Article II to allow a bed and breakfast establishment in certain zoning districts by conditional use, including establishing specific supplementary regulations. Currently, a bed and breakfast is not permitted in any zoning district.

The Board proposes creating a new definition for a bed and breakfast establishment that establishes limits on the number of rooms to between four (4) and eight (8); requires owner/operator occupancy and limits the stay to a maximum of seven (7) days. It also establishes general architectural guidelines for historically or architecturally unique structures that are compatible with the surrounding neighborhood.

A bed and breakfast establishment would be permitted by conditional use in the RS-1, RS-2 and CPO zoning districts. In addition to meeting the conditional use criteria for appropriateness, compatibility with the area, and if controlled as to the number, it would additionally have to comply with specific supplementary regulations including submittal of a site plan for review of traffic circulation, parking and landscaping.

Recommendation

The PZB reviewed Article II and recommended the following content changes:

1. **2.02.01.23**, Added a definition for a bed and breakfast establishment.
2. **2.05.20.01**, Added specific supplementary regulations.
3. **Table II.1**, Modified uses to permit bed and breakfast establishment in the RS-1, RS-2 and CPO zoning districts by conditional use.
4. **Table II.3**, Added required parking.

**Action Requested:**

Direction regarding whether to proceed with a First Reading of a draft ordinance amending Article II of the Land Development Regulations.

**Information Attached:**

Memo

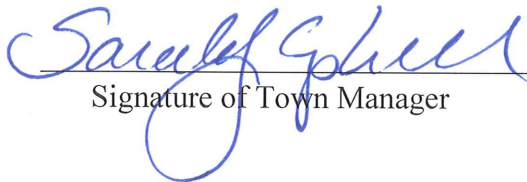
Policy

Contract

Other: (please specify)

Support  
Documentation

- Article II revisions
- Meeting minutes from PZB on March 8, 2018
- Meeting minutes from PZB on April 16, 2018
- Meeting minutes from PZB on May 10, 2018
- Meeting minutes from Council on June 5, 2018



Signature of Town Manager



- 2.02.01.17 **Automobile wrecking or storage yard.** The dismantling or disassembling of used motor vehicles or trailers, or the storage, sale or dumping of dismantled, partially dismantled, obsolete or wrecked motor vehicles, trailers or their parts.
- 2.02.01.18 **Bakery, retail.** A place where products such as bread, cake and pastries are baked, produced and/or sold. This definition shall not be interpreted to include facilities where the majority of the produced goods are distributed to other locations.
- 2.02.01.19 **Bakery, wholesale.** A place where products such as bread, cake and pastries are baked, produced and/or sold and where the majority of the produced goods are distributed to other locations.
- 2.02.01.20 **Bank or financial service.** An establishment, with or without drive-through service, for the custody, loan, or exchange of money; for the extension of credit; and for facilitating the transmission of funds. Accessory uses may include, but are not limited to, automated teller machines and offices.
- 2.02.01.21 **Barber or beauty shop.** An establishment whose sole business is a combination of shaving or trimming the beards, cutting or dressing hair of the heads, or manicuring and pedicuring the nails of its customers.
- 2.02.01.22 **Bar, nightclub, or tavern.** Any commercial establishment devoted primarily to the serving and dispensing of alcoholic beverages by the drink to be consumed on the premises and in which the service of food is only incidental to the consumption of such beverages, dancing, and musical entertainment are permitted.
- ~~2.02.01.23~~ **Bed and breakfast establishment.** A limited occupancy visitor accommodation facility consisting of a residential building or group of residential buildings containing a total of not less than four (4) and not greater than eight (8) guest rooms and an owner/operator's residence, where visitor occupancy is limited to a maximum of seven consecutive days, where such lodging and a daily meal or meals are provided for compensation, and said meals are served only to resident guests of the inn. Bed and breakfast inns are limited to the adaptive conversion and reuse of, or reproductions of, historically or architecturally unique residential structures, which are compatible with the surrounding neighborhood.
- 2.02.01.234 **Bingo or bingo game.** Each participant must pay a charge and receives one (1) or more bingo cards; the players cover squares as the operator announces a number, a letter or a combination of numbers and letters selected by chance from a receptacle containing objects bearing numbers, letters or combinations of numbers and letters corresponding to the system used for designating the squares on the bingo cards; and a prize is awarded to the winner, who is the player or players first properly covering a predetermined and announced pattern of squares on the bingo card being used by the player or players.
- 2.02.01.245 **Boarding house.** An establishment with lodging for four (4) or more persons, where meals are regularly prepared and served for compensation and where food is placed upon the table family style, without service or ordering of individual portions from a menu.
- 2.02.021.256 **Body art shop, tattoo parlor.** A building or portion thereof where the practice of physical body adornment by establishments and artists using the techniques of body piercing and tattooing. This definition does not include, for the purposes of this Article, ear piercing.
- 2.02.01.267 **Borrow pit.** An excavation from which natural materials are removed for use elsewhere, leaving a hole (pit).



## 2.05.20 Supplementary regulations for certain uses

In addition to the conditional uses listed in the schedule of district regulations (Section 2.04.00.00 et seq.), the following uses shall be conditional uses in the districts indicated; such uses shall conform to all supplementary regulations listed under such use:

### 2.05.20.01 ~~Reserved~~ Bed and Breakfast Establishments

- 1) One off-street parking space for each bedroom used as a guest room and two off-street parking spaces for the operator or owner thereof shall be provided.
- 2) No cooking facilities shall be allowed in the guest rooms.
- 3) All applicable regulations of the various health, building, and fire codes shall be met prior to the issuance of any building permits.
- 4) A site plan shall be provided and include adequate traffic circulation, including ingress/egress, delineation of parking areas, and landscaping.
- 5) Check-in/check-out time shall be between 6:00 a.m. and 9:00 p.m.
- 6) The owner/operator must reside onsite.
- 7) An annual fire and safety inspection shall be required.

2.05.20.02 Reserved

2.05.20.03 Reserved





**TABLE II.3**

Use Category	Specific Use	Number of Spaces
Retail, General	Appliance Sales	1 per 300 sf
	Automotive Parts Store (No Servicing)	
	Building Improvement Center	1 per 300 sf
	Convenience Store	1 per 300 sf
	General Retail (<300,000 sf)	1 per 300 sf
	General Retail (>300,000 sf)	1 per 285 sf
	Feed Store	1 per 300 sf
	Flea Market or Farmer's Market	ECD
	Funeral Parlor (no crematory)	1 per 150 sf of main assembly room
	Greenhouses, Plant Sale Nurseries	1 per 300 sf
	Pawn Shop	1 per 300 sf
	Pet Store	1 per 300 sf
	Pharmacy or Medical Marijuana Treatment Center Dispensing Facility	1 per 300 sf
	Print Shop	1 per 300 sf
	Retail, Merchandise	1 per 300 sf
	Repair Shop	1 per 300 sf
	Shopping Center	1 per 300 sf
	Small Scale Manufacturing	1 per 300 sf
Wholesale Product Sales	1 per 300 sf	
<b>Visitor Accommodations</b>		
	Hotel, Motel	1 per guestroom plus spaces required for accessory use such as restaurants, bars, nightclubs, and conference centers
	Bed and Breakfast Establishment	1 per each bedroom used as a guestroom and 2 for the operator or owner
<b>Industrial Uses</b>		
Industrial Services	All Uses (<10,000 sf) All Uses (>10,000 sf)	1 per 750 sf 1 per 1,000 sf
Manufacturing and Production		
Warehouse, Freight Movement and Trucking Facilities (Incl. RV or Boat Storage)		



Planning and Zoning Board  
Meeting Minutes for March 8, 2018

**TOWN OF ORANGE PARK  
PLANNING AND ZONING BOARD  
THURSDAY, MARCH 8, 2018  
5:00 P.M.**

The Town of Orange Park Planning and Zoning Board meeting was called to order in the Town Council Chambers on Thursday, March 8, 2018 at 5:00 p.m. by Chairman Pete Johnston. The following Board members were present: Mr. Lew Beaudrot, Ms. Mary Cobb, Mr. Danny Garcia and Mr. Chuck Smithers. Others present were Economic and Community Development Director Stephen Smith, Town Attorney Sam Garrison and Recording Secretary Lois Shaw.

APPROVAL OF THE MINUTES OF THE PLANNING AND ZONING BOARD MEETING OF FEBRUARY 8, 2018

Mr. Johnston provided a revision to page 4. His last name was misspelled.

Mr. Smithers moved to approve the minutes, as amended, of the February 8, 2018 board meeting. Ms. Cobb seconded the motion which passed 5 to 0.

DISCUSSION ON PERMITTING BED AND BREAKFAST USE IN CERTAIN RESIDENTIAL ZONING DISTRICTS

Mr. Johnston opened the floor for public comments.

Mr. Frank Ricketts, 2253 Marcia Court, stated it is important to come up with a proper definition, zoning location and restrictions for a bed and breakfast. It is a problem that needs to be addressed. He stated some bed and breakfasts in other communities have public restaurants in them. He stated that is one of his concerns. He stated if this is the case, then we need to make sure a bed and breakfast is defined accordingly. He stated the impact it could have on traffic needs to be addressed.

Mr. Kenny Radwanski, 2061 Azalea Lane, stated he thought about putting a bed and breakfast at 211 Kingsley Avenue. He stated a bed and breakfast would be a nice addition to the Town, but traffic conditions need to be looked at.

Mr. Johnston closed the public comments.

Mr. Johnston thanked Mr. Smith for providing a lot of good information on bed and breakfasts in other areas. He stated the common theme he saw with many of them included the building having historical significance, limited number of rental nights, limited number of rooms, defined parking, meals only served to residents, residents cannot cook, owner/operator lives on site, and must meet building, health and fire codes. He stated the current zoning code does not address bed and breakfasts or where they are permitted. He stated the goal is to find what zoning classification they would fit under.

Mr. Smithers stated he was impressed by the definition and rules that are laid out by Green Cove Springs and Jacksonville Beach. He stated they both seem to have the most complete definition and lay out all their restrictions nicely. He stated the Town has four residential zoning districts. He

stated at the last meeting the board discussed RG-1 and RG-2. He stated RS-1 and RS-2 should also be looked at.

Mr. Beaudrot stated RS-1 and RS-2 are going to be more accommodating. They generally have more room for off-street parking. He stated RG-1 and RG-2 are going to have smaller lot sizes.

Ms. Cobb stated she would like to see a bed and breakfast originate from an historic home rather than new construction. She stated there needs to be a density restriction.

Mr. Garcia stated a historic structure is important. He asked how historic structures are currently designated in the Town. He questioned how the Land Development Regulations (LDR) would address any historicity of a property. Mr. Smith stated there is a list of historic homes in the Town. He stated usually if a structure is 50 years or older, then it will have some architecture significance to it.

Mr. Garcia stated he thinks RS-1 would be the most appropriate for a bed and breakfast. He stated he would like to see a bed and breakfast restricted to the RS-1 zoning district. He stated RS-1 includes a lot of the estate properties that are along the water. He stated RS-1 generally has larger pieces of property and would be able to handle the parking requirements without infringing on their neighbors. He stated based on the location of most RS-2 properties, it would not be appropriate for a bed and breakfast there.

Ms. Cobb stated she agrees that RS-1 would be an appropriate place for a bed and breakfast because of its size.

Mr. Beaudrot discussed density and lot size.

Mr. Johnston stated it seems to be the consensus of the board to not have bed and breakfasts in an established neighborhood where it is mostly single-family residences.

Attorney Garrison stated it will be hard to come up with a one size fits all definition for a bed and breakfast. He stated there will probably need to be a definition for a neighborhood traditional style bed and breakfast and a definition for a larger scale bed and breakfast. He stated the Land Use Planning and Policy Committee discussed eliminating the acreage requirement for a Planned Unit Development (PUD). He stated their recommendation will be on the board's next agenda for discussion.

Mr. Smithers stated Orange Park has enough historical buildings that a bed and breakfast definition needs to be addressed.

Mr. Smith discussed other entities that allow bed and breakfasts. He stated some are allowed by right and others are allowed by conditional use. He stated if you want to allow bed and breakfasts in residential neighborhoods, then you could allow them by conditional use. He discussed some of the possible supplementary criteria.

Mr. Johnston stated bed and breakfasts should be allowed in RS-1 and by conditional use.



Attorney Garrison discussed the process for conditional use. He stated no decision has to be made tonight. He stated there will be discussion regarding PUDs at next month's board meeting, which could impact tonight's discussion. He stated these are two separate discussions, but they are interrelated.

Mr. Beaudrot stated if a bed and breakfast has a restaurant, then it would have to be licensed for both.

Attorney Garrison suggested having the discussion on PUD size first, and then based on the outcome of that have a deep discussion on developments where a PUD is not available.

Mr. Smith stated the PUD issue should be addressed first. He discussed defining a "major" bed and breakfast and a "minor" bed and breakfast.

Ms. Cobb stated she is leaning toward defining a bed and breakfast to not allow a restaurant that is open to the public.

Attorney Garrison stated there needs to be a clear definition for a "mom and pop" bed and breakfast and one for a larger type of bed and breakfast.

Mr. Garcia discussed the possibility of coming up with supplementary conditions that address lot size if the business is going to be bigger than a traditional bed and breakfast. He stated if there is going to be an added impact in traffic and services, then the lot needs to be big enough for that.

Mr. Johnston stated tonight's business is figuring out where a bed and breakfast should be zoned. He stated down the line they can figure out where larger scale bed and breakfasts should go. He stated in RS-1 the minimum lot size is 25,000 square feet. He stated a bed and breakfast should be a conditional use. He stated the public should have an opportunity to voice their opinion. He stated he does care whether the facility is historic or not. He stated the number of nights that a guest stays should be limited. The number of rooms should be limited. There should be defined parking.

Ms. Cobb stated she thinks one of the conditions should be that the building is historic or is architecturally significant. She stated if that condition cannot be met, then it's possible to work with the applicant if other conditions are met. She stated it is important to have adequate parking; at least one space per room.

Mr. Garcia discussed landscape requirements. He discussed minimum room size.

Mr. Beaudrot questioned whether the board only wants to allow bed and breakfasts in RS-1. He stated he thinks there is potential in RS-2. He does not want to limit it to just RS-1.

Mr. Garcia stated there is more variation with RS-2.

Mr. Smith stated an applicant may want or should be required to submit a site plan.

Ms. Cobb stated she would support a bed and breakfast being in RS-1 or RS-2 with conditional use. Mr. Garcia stated the conditions would vary.

Mr. Johnston stated this will mix businesses in with residences. He stated he has no problem allowing them in RS-1 and RS-2, but it would be a different review process. He asked if the board agrees with allowing bed and breakfasts in RS-1 and RS-2 with supplemental items that will be added and approved by the board.

Mr. Garcia discussed the RG-1 zoning district.

Mr. Beaudrot stated the problem he sees with RG-1 is that you start to move away from the historical and architecturally significant buildings.

Mr. Garcia asked what is allowed in RG-1. Mr. Smith stated single-family, two-family and multi-family residences are allowed.

Mr. Beaudrot asked if any commercial districts should be considered.

Ms. Cobb moved to have an ordinance drafted that allows a bed and breakfast in the RS-1 and RS-2 zoning districts with supplemental criteria.

Mr. Johnston stated the next step will be to define the different criteria.

Mr. Smith stated at the next board meeting he can bring a template of the criteria that the board has discussed.

Mr. Johnston summarized the criteria that the board discussed tonight. It included conditional use, historical or architectural significance, landscaping screening, providing a site plan, traffic studies, limiting the nights of stay, limiting the number of rooms, defining parking spaces, meals served only to guests, no cooking by guests, owner/operator must reside onsite, and meeting health, building and fire codes.

Ms. Cobb amended her motion to include a bed and breakfast in the RS-1 and RS-2 zoning districts and to include the criteria that was summarized by Mr. Johnston. The board will address the criteria again at their next meeting. Mr. Smithers seconded the motion which passed 5 to 0.

#### OLD BUSINESS

Mr. Johnston stated he will not be at the meeting as it is currently scheduled for April 12.

Mr. Smith stated he can reach out to the board with some other optional dates.

Attorney Garrison stated the board will have new business at their next meeting. They will be addressing the Land Use Planning and Policy Committee's recommendation to eliminate the acreage requirement for a PUD. The board will also continue their discussion on supplemental criteria for a bed and breakfast.

Ms. Cobb discussed notice requirements. She stated a sign for a variance should include the same information that is required for a rezoning. She stated the time and place of the meeting should be required on a sign.

Ms. Cobb moved that the sign requirements for a variance be the same as the sign requirements for a rezoning. Mr. Garcia seconded the motion which passed 5 to 0.

PUBLIC COMMENT

Mr. Frank Ricketts, 2253 Marcia Court, stated putting the place and time on the meeting on the sign for a variance and rezoning was a requirement for both. He stated sometime between 1999 and 2005 that requirement got dropped from the LDRs. He discussed PUDs. He suggested creating one PUD for new construction and one for reconstruction. He stated he hopes the board considers maintaining the minimum acreage restriction for a PUD.

Ms. Barbara Davidson, 2710 Holly Point Road West, stated RS-1 is not a place for a bed and breakfast. She stated a bed and breakfast is a commercial entity.

Mr. Kenny Radwanski, 2061 Azalea Lane, discussed a house that is for sale on Hopkins Street. He stated it is a big house. It is possible that whoever buys it will turn it into a bed and breakfast or want to rezone it to a PUD.

ADJOURNMENT

There being no other business to come before the Board, Mr. Johnston adjourned the meeting at 6:18 p.m.



Planning and Zoning Board  
Meeting Minutes for April 16, 2018 Meeting

Mr. Johnston restated that the board unanimously agrees that the 10-acre minimum should be eliminated.

Attorney Garrison stated if Council decides to keep that threshold, then he will send it back to the board to workshop, so that there will be a record of why that acreage threshold exists.

#### CONSIDERATION OF BED AND BREAKFAST ZONING CRITERIA

Ms. Karrie Masee, Club Continental, stated she has owned Club Continental for most of her adult life. She stated she has been on the Board of Directors of the Florida Bed and Breakfast Association. She stated over the years she has met many bed and breakfast owners. She has visited many bed and breakfasts throughout the state of Florida. She discussed the bed and breakfasts that were compared at the last meeting. She stated some of those towns have the most restrictions and are the unfriendliest toward the bed and breakfast industry. She stated the codes for Amelia Island, St. Augustine, and Mount Dora would have been good ones to look at; they have good bed and breakfast rules and regulations. She stated Green Cove Springs only has one bed and breakfast because their restrictions are not good. She discussed Airbnb. She stated restrictions need to be looked at for those as well. She stated that is an unregulated industry.

Mr. Frank Ricketts, 2253 Marcia Court, discussed Airbnb. He stated Airbnb is problematic. He stated there are some places around Florida that have good programs in place for bed and breakfasts. He stated his big concern with bed and breakfasts is the impact it will have on the community.

Mr. Kenny Radwanski, 2061 Azalea Lane, discussed the house at 211 Kingsley. There was past discussion about that becoming a bed and breakfast.

Mr. Johnston read the proposed definition of a bed and breakfast establishment. He stated it is being proposed that bed and breakfasts be allowed in RS-1 and RS-2 by conditional use. He read the proposed supplementary regulations for a bed and breakfast. He stated if someone is running an Airbnb out of their home then that is a code enforcement issue.

Ms. Massey stated most successful bed and breakfasts have 11-15 rooms. She stated smaller, owner-occupied bed and breakfast work best with fewer rooms. She stated it is most common for the owner to live nearby, but not at the facility.

Ms. Cobb discussed a bed and breakfast in residential zoning versus commercial zoning.

Mr. Smithers discussed the inconsistencies with the proposed language. He stated one place refers to a manager, while elsewhere it states an owner/operator. He stated there are parts of the Town that would be suitable for a bed and breakfast. He stated he is unsure whether he considers a bed and breakfast a commercial or residential entity.

Mr. Garcia discussed the proposed supplementary regulations. He discussed the item that states that all applicable regulations of the various health, building, and fire codes shall be met prior to the issuance of any building permits. He stated adding this item is admirable, but it is not currently being enforced. He stated regular inspections are important. He stated this is a complicated topic.

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He stated he would like to see regular inspections added to the list of supplementary regulations. He stated a bed and breakfast is a commercial entity. He stated he respects Ms. Massee's experience. He stated there are not a lot of places in the Town that are going to be able to fit 16 rooms into the building. He stated he would like to see a bed and breakfast added to the CPO zoning district.

Mr. Beaudrot stated he does not think the commercial zoning districts should be excluded. There is opportunity there. He asked about a historic district. Mr. Smith stated there is a registry of historic homes. He stated the Council has been discussing creating additional supplementary regulations for a historic district in the LDRs.

Site plan review was discussed.

Mr. Johnston stated he wants a manager onsite. He discussed a hotel versus a bed and breakfast.

Ms. Cobb stated she would like more information from nearby municipalities on how they treat bed and breakfasts.

Mr. Smith discussed bed and breakfasts in St. Augustine. He stated a bed and breakfast can be tricky. It usually originates from a residential dwelling, but is being converted into a quasi-hotel residence. He stated a bed and breakfast is typically in a historic neighborhood, but has commercial components.

The board decided to table this item until the next meeting. Mr. Johnston asked that Mr. Smith look at adding bed and breakfasts to the CPO zoning district and adding annual inspections to the supplementary regulations. He said the board needs to determine whether it is a bed and breakfast or a hotel.

Mr. Smith stated he will look at what Mount Dora and St. Augustine do and will bring that information to the board's next meeting.

Ms. Cobb asked that another community be looked at that is like Orange Park. She stated it does make sense to allow bed and breakfasts in the CPO zoning district.

Ms. Cobb moved that this item be tabled and revisited at next month's meeting. Mr. Smithers seconded the motion which passed 5 to 0.

#### PUBLIC COMMENT

Mr. Frank Ricketts, 2253 Marcia Court, stated he sat on the board from 1988-1996 for the hotel/motel association, restaurant association, bar and night club association, special events association and private club manager's association. He discussed a lodge versus a hotel. He discussed the PUD variance that was on the board's February agenda. He stated there was a section of the meeting that was not reflected in the minutes. There was no vote because the motion died for a lack of a second. He questioned since there was no vote, was that a failure to pass or was it a denial.



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Attorney Garrison stated in a quasi-judicial hearing an applicant is entitled to an up or down vote or extension. If a motion fails due to a lack of a second, that constitutes a denial.

Mr. Eugene Nix, 862 River Road, stated he appreciates the hard work that the board does. He stated he likes the bed and breakfast idea. He stated he is glad the board is going to take time to explore it further. He stated he sat on the Planning and Zoning Board for 6 years when the 10-acre PUD requirement was established. It was not an arbitrary number. It was well-thought-out by the board, with assistance from Tony Robbins. He stated at that time there were four places in Town that had 10 acres. He questioned how a PUD would be developed on a half-acre lot.

Ms. Barbara Davidson, 2710 Holly Point Road West, stated that every zoning category has a minimum lot width, square footage, and maximum coverage. She stated a bed and breakfast is a commercial activity. She suggested coming up with a new zoning category instead of reducing the criteria for CPO. She suggested calling it CG Restricted. She stated the Mason property is the most historical estate in the Town. She questioned why it was not considered to extend the existing PUD at Club Continental/Winterbourne to include the Mason property.

Ms. Karrie Masee, Club Continental, stated bed and breakfasts throughout the state of Florida are inspected. She discussed Airbnb. She stated it is these places that are not being inspected and people are staying at because it is cheaper. She stated Airbnbs need to be regulated.

Mr. Kenny Radwanski, 2061 Azalea Lane, stated there is a possibility that more Airbnbs are going to be popping up in the Town. He stated he was surprised not to see Mr. Robbins here tonight. He asked that he be invited to the next board meeting. He stated he will pay Mr. Robbins for his time spent at that the meeting.

Councilman Alan Watt, 2243 Birdwood Drive, thanked the board for their forward thinking on PUDs. He discussed a bed and breakfast versus a hotel. He talked about the Florida Fire Protection Code, which distinguishes the difference between a bed and breakfast and a hotel. He stated a bed and breakfast can only have up to 14 occupants. Mr. Garcia stated he will bring information from the Florida Fire Protection Code to the next meeting.

Mr. Garcia stated the Town should do something to restrict Airbnbs.

Ms. Cobb suggested that the board should start discussing Airbnbs in the Town.

Mr. Beaudrot stated if any business is run out of someone's home it must be permitted.

Mr. Garcia requested that Mr. Robbins be present at the next board meeting.

#### ADJOURNMENT

The next meeting will be on Thursday, May 10, 2018 at 5:00 p.m.

There being no other business to come before the Board, Mr. Johnston adjourned the meeting at 6:58 p.m.

Planning and Zoning Board  
Meeting Minutes for May 10, 2018 Meeting

11/15/2018 10:00 AM

**TOWN OF ORANGE PARK  
PLANNING AND ZONING BOARD  
THURSDAY MAY 10, 2018  
5:00 P.M.**

The Town of Orange Park Planning and Zoning Board meeting was called to order in the Town Council Chambers on Thursday, May 10, 2018 at 5:00 p.m. by Chairman Pete Johnston. The following Board members were present: Mr. Lew Beaudrot, Mr. Danny Garcia and Mr. Chuck Smithers. Ms. Mary Cobb was absent. Others present were Economic and Community Development Director Stephen Smith, Town Attorney Sam Garrison and Recording Secretary Lois Shaw.

APPROVAL OF THE MINUTES OF THE PLANNING AND ZONING BOARD MEETING OF APRIL 16, 2018

Mr. Smithers moved to approve the minutes of the April 16, 2018 board meeting. Mr. Garcia seconded the motion which passed 4 to 0.

DISCUSSION ON BED AND BREAKFAST ZONING CRITERIA

Mr. Johnston opened the floor for public comment.

Mr. Kenny Radwanski, 2061 Azalea Lane, stated there are areas in the Town that have homes built from the 1950s, 1960s and 1970s. He stated they are interested in being historically characterized.

Mr. Smithers stated there is an inconsistency between Section 2.02.01.23, which references a manager's residence, and Section 2.05.20.01, which references that the owner/operator must reside onsite. He stated the language needs to be consistent. He recommended changing manager's residence to owner/operator in Section 2.02.01.23.

Mr. Garcia discussed the National Fire Protection Association (NFPA) and the Florida Building Code (FBC). He stated the NFPA 101 code refers to lodging or rooming houses as providing sleeping accommodations for 16 or fewer persons. He stated per the FBC, a boarding house in R-1 is defined as having more than 10 occupants. A boarding house in R-2 is defined as having more than 16 occupants. He stated this helps separate boarding houses from hotels.

Mr. Johnston asked what code the Town is bound by. Mr. Garcia stated both. If the codes conflict with each other, then the more restrictive one would prevail.

Mr. Garcia stated he spoke with some of his neighbors, who are zoned RS-1, and asked them how they would feel if a bed and breakfast was developed in their neighborhood. He stated most were against it. He discussed the definition for a bed and breakfast. It states that a bed and breakfast may consist of a residential building or group of buildings. He stated that may cause some confusion or assumption that a bed and breakfast belongs in a residential neighborhood.

Mr. Johnston stated the board agreed that bed and breakfasts would be allowed by conditional use. This will allow residents that may be affected by a bed and breakfast popping up in their neighborhood to discuss this matter at a public hearing. He stated the public has a voice.



Mr. Garcia questioned whether the board can reject an application if all supplementary criteria are met, but there is a huge outcry from the public against it. Mr. Smith addressed the definition for conditional use, which states, use that would not be appropriate generally or without restriction throughout the zoning division or district, but which, if controlled as to number, area, location, or relation to the neighborhood, would promote the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity or general welfare. Such uses may be permitted in such zoning division or district as conditional uses, if specific provision for such conditional use is made in the zoning ordinance. The applicant would also have to meet any supplementary criteria. Attorney Garrison stated there is an amount of discretion that is involved and depends on what the definitions of the conditions are. He stated the public does have a voice, but there is no public veto.

Mr. Smithers stated he likes the proposed language for a bed and breakfast.

Mr. Smith discussed conditional use and supplementary regulations.

Mr. Johnston stated at the last meeting, Ms. Masee had recommended that the board look at bed and breakfast codes from St. Augustine, Mount Dora and Amelia Island. He stated only St. Augustine was included. Mr. Smith stated Mount Dora has a large bed and breakfast community. He stated their code is thick and he did not think it would be relevant to the Town.

Mr. Johnston discussed the cities that staff looked at for bed and breakfast zoning comparisons. He stated some of them are brief and straightforward, like Atlantic Beach. He stated others are more detailed, like Alachua and Deland.

Mr. Garcia stated Alachua distinguishes between a smaller bed and breakfast and a larger bed and breakfast. He stated Alachua has a definition for a bed and breakfast homestay and a definition for a bed and breakfast inn. A homestay is generally a single-family residence. An inn can have up to ten guestrooms.

Mr. Johnston stated there needs to be a clear definition between a bed and breakfast and a hotel.

Mr. Garcia suggested defining a bed and breakfast as having 8-10 guestrooms.

Mr. Johnston stated he thinks 8 room should be the maximum and will keep in line with the fire code.

Mr. Smithers suggested defining a bed and breakfast has having a minimum of 4 guestrooms, but no more than 8.

The board recommended changing the proposed bed and breakfast definition to reference that there be a minimum of 4 guestrooms and a maximum of 8 guestrooms.

Mr. Smithers moved to accept the changes to Section 2.02.01.23 as discussed. Mr. Beaudrot seconded the motion which passed 4 to 0.

Mr. Smithers moved to accept Section 2.05.20.01. Mr. Beaudrot seconded the motion which passed 4 to 0.

#### PUBLIC COMMENT

Ms. Barbara Davidson, 2710 Holly Point Road West, discussed the definition for a bed and breakfast. She stated a lot of RS-1 properties will be eliminated based on the definition. She discussed parking and traffic circulation. That could have a great impact on the surrounding area. She stated she appreciates that the board will take the public's opinion into consideration, but questioned whether the board could deny an applicant based on public opinion if the applicant meets all the criteria and requirements. Attorney Garrison stated the board can do whatever they want to, but there could be consequences. He stated the board has an obligation to make a determination if certain criteria have not been met then that determination has to be supported by competent substantial evidence. He stated if there is competent substantial evidence that all criteria, subjective and objective, have been met, then the board has an obligation to approve the conditional use.

Mr. Kenny Radwanski, 2061 Azalea Lane, asked if there is anyone else, other than Karrie Masee, interested in putting a bed and breakfast in the Town. Mr. Smith stated he has not spoken to anyone else.

#### INFORMATION

Mr. Smith stated the board's and the Land Use Planning and Policy Committee's recommendation on PUD size was presented to Council. The board and committee agreed the 10-acre minimum for a PUD should be eliminated. He stated Council ultimately agreed, but wanted the board to further discuss the PUD criteria.

Attorney Garrison stated Council had some concerns about the current PUD process. He stated Council felt that if the size requirement was going to be eliminated, then they want certain protections in place, regardless of the size of the PUD. Council requested that the board take a look at the section of the Land Development Regulations regarding PUDs.

Mr. Smith provided the board with a handout regarding parcel size in the Town. He stated there are 3,396 parcels in the Town. He stated only 34 parcels are greater than 5 acres. The remaining 3,362 are 5 acres or less.

Mr. Smith gave the board an update on the appeal of V-1-2018 for 12 Kingsley Avenue. He stated the applicant appealed the board's decision and took it to Council. Council granted the appeal, so that application will be coming to the board for a PUD rezoning. Mr. Johnston stated the board should not be offended by Council's decision. Mr. Smith stated Council received a different presentation than the board, which may have been why they saw things differently.



Mr. Smith passed out a draft Work Plan to the board. He stated Florida Statutes requires local governments to prepare and adopt Work Plans into their comprehensive plans within 18 months after the St. Johns River Water Management District approves a regional water supply plan. The purpose of a Water Supply Facilities Work Plan is to identify and plan for the water supply sources and facilities needed to serve existing and new development within the local government's jurisdiction. He stated he hopes to have the final version to present at the next board meeting. He stated the Town will not be doing anything different with the water supply.

Mr. Johnston asked if the Town is prepared to provide water to future commercial developments. Attorney Garrison stated the Town has the capacity and the infrastructure to support future developments. Mr. Smith discussed the Consumptive Use Permit.

Mr. Garcia discussed that commercial meter water demand has not yet fully recovered to pre-recession levels, suggesting potential increase in water sales to existing units once vacancy rates decrease. He stated he has heard that some of the fire hydrants have low flow when opened. He stated that may be a sign that the supply is there, but the infrastructure is outdated.

Mr. Johnston discussed a rental house being a business.

#### ADJOURNMENT

The next meeting will be on Thursday, June 14, 2018 at 5:00 p.m.

There being no other business to come before the Board, Mr. Johnston adjourned the meeting at 5:52 p.m.



Town Council

Meeting Minutes for June 5, 2018

<b>MOVED BY:</b>	Mastandrea
<b>SECONDED BY:</b>	Watt
<b>AYES:</b>	Meeks, Thomas, Watt, Raymond, Mastandrea

REPORT FROM PLANNING AND ZONING BOARD

Mr. Smith stated at the Planning and Zoning Board meeting on May 10, the board approved a recommendation to Town Council to amend Article II to allow a bed and breakfast establishment in certain zoning districts by conditional use, including establishing supplementary regulations. Currently, a bed and breakfast is not permitted in any zoning district. He stated the board recommended creating a new definition for a bed and breakfast establishment. The proposed definition limits the number of rooms to be between four and eight and it requires owner/operator occupancy and limits the stay to a maximum of seven days. He stated a bed and breakfast establishment would be permitted by conditional use in the RS-1, RS-2 and CPO zoning districts. In addition to meeting the conditional use criteria, it would additionally have to comply with specific supplementary regulations, which include submittal of a site plan.

Vice-Mayor Raymond questioned allowing a bed and breakfast in the RS-1 zoning district. Mr. Smith stated the board debated zoning districts over three different meetings. He stated larger sized parcels and historic structures are found in the RS-1 zoning district.

Vice-Mayor Raymond stated he feels residents should be contacted letting them know a bed and breakfast could be allowed in their neighborhood.

Attorney Garrison stated this is not a staff driven topic. The Planning and Zoning Board workshopped this for many months. The board has made their recommendation to Council, and now staff needs to know whether to move forward with an ordinance.

Councilman Mastandrea stated no one will be happy about a bed and breakfast popping up in their neighborhood.

Attorney Garrison addressed the 10-acre PUD requirement that currently exists. He stated there are three options that Council can look at doing. Option 1 would be to keep the Code as it currently stands. Option 2 would be to continue moving forward with the possible elimination of the acreage requirement for a PUD and Option 3 would be that Council can move forward with the board's recommendation.

Councilwoman Thomas stated she would like to move forward with eliminating the PUD acreage requirement. She stated she would like to hold off on Option 3 until they figure out Option 2. Councilman Mastandrea stated he also agrees.

Attorney Garrison stated the Planning and Zoning Board is still workshopping the PUD acreage requirement. He stated their recommendation should be ready to come to Council within the month.

Ms. Barbara Davidson, 2710 Holly Point Road West, Orange Park, addressed the minutes from the May 10, 2018 Planning and Zoning Board Meeting. She stated the minutes from the last board meeting have not been approved yet.

Mr. John Capes, 1522 River Road, Orange Park, stated it is his understanding that Council has objections to allowing a bed and breakfast, by conditional use, in a RS-1 or RS-2 zoning district, but there seems to be acceptance with creating a PUD in a RS-1 or RS-2 neighborhood for a bed and breakfast.

Council agreed this item is premature, and will wait to move forward with it for the time being.

Mr. Kenny Radwanski, 2061 Azalea Lane, Orange Park, stated he was just told that the property owner at 1140 Kingsley Avenue had tried to contact him about the yard debris. He stated he was told that that it will be taken care of.

APPOINTMENT OF MEMBERS TO SEATS 3 & 5 ON THE ENVIRONMENTAL QUALITY BOARD

<b>MOTION:</b>	To reappoint Melba Gordon to Seat 3 on the Environmental Quality Board.
<b>RESULT:</b>	<b>PASSED</b>
<b>MOVED BY:</b>	Mastandrea
<b>SECONDED BY:</b>	Raymond
<b>AYES:</b>	Meeks, Thomas, Watt, Raymond, Mastandrea

<b>MOTION:</b>	To appoint John Bartholomew to Seat 5 on the Environmental Quality Board.
<b>RESULT:</b>	<b>PASSED</b>
<b>MOVED BY:</b>	Meeks
<b>SECONDED BY:</b>	Raymond
<b>AYES:</b>	Meeks, Thomas, Watt, Raymond, Mastandrea

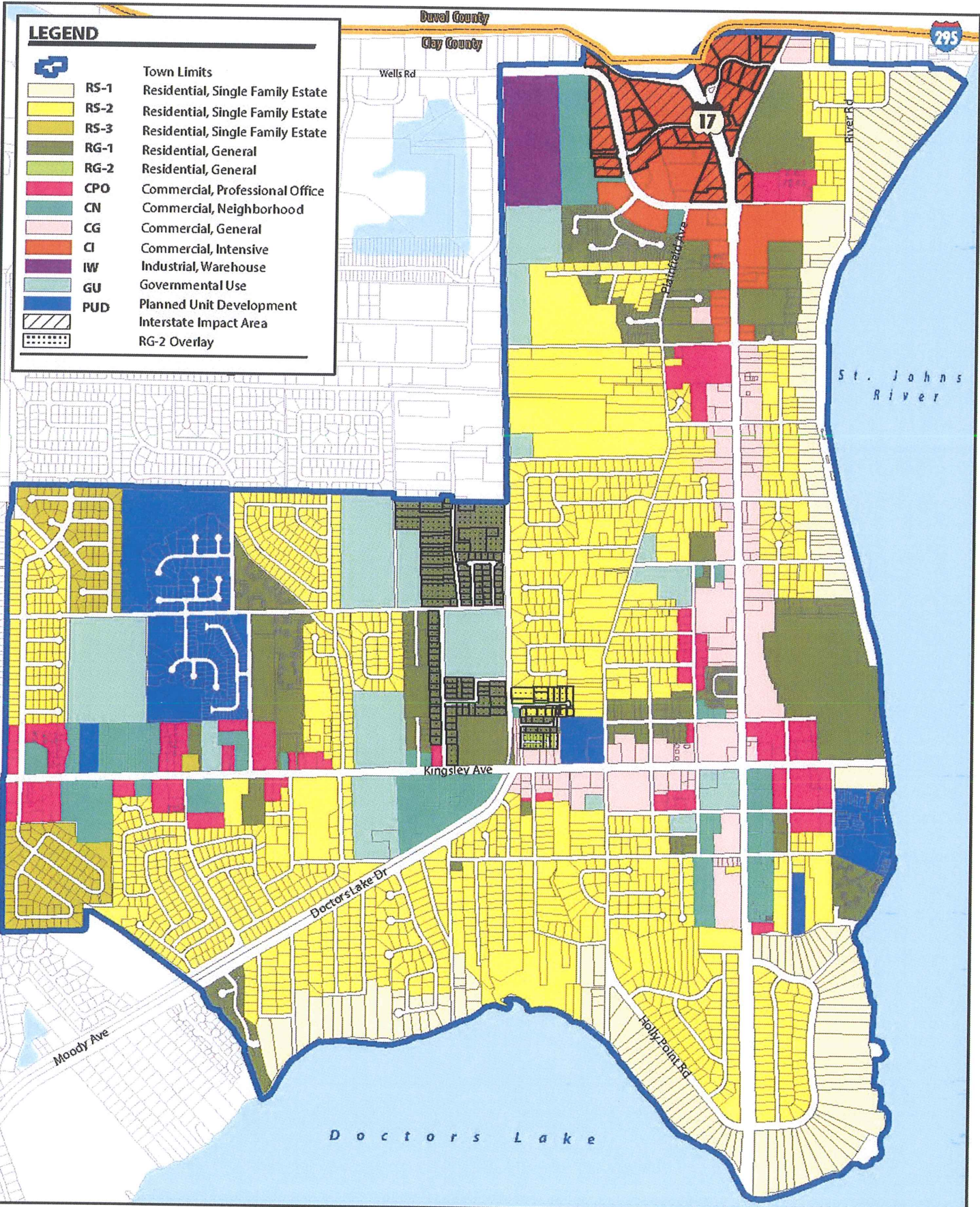
APPOINTMENT OF MEMBER TO SEAT 3 ON THE MAGNOLIA CEMETERY BOARD

<b>MOTION:</b>	To appoint Anna Starks to Seat 3 on the Magnolia Cemetery Board.
<b>RESULT:</b>	<b>PASSED</b>
<b>MOVED BY:</b>	Mastandrea
<b>SECONDED BY:</b>	Thomas
<b>AYES:</b>	Meeks, Thomas, Watt, Raymond, Mastandrea

APPOINTMENT OF MEMBER TO SEAT 3 ON THE NUISANCE ABATEMENT BOARD

<b>MOTION:</b>	To reappoint Marge Hutton to Seat 3 on the Nuisance Abatement Board.
<b>RESULT:</b>	<b>PASSED</b>





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# Zoning Map

Revised  
February 2016  
Ord No. 04-10  
Ord No. 06-14  
Ord No. 13-15

Source: Town of Orange Park

