

## **Greater Arlington Beaches Citizens Planning Advisory Committee**

### **November 4, 2024, Meeting Summary**

Ed Austin Regional Park, PAL Building, 3450 Monument Road, Jacksonville, FL 32225

#### **Meeting Attendance:**

**CPAC Members:** Amita Agnihotri, Osprey Point HOA; Robert Beckham, Pelican Bay HOA; Cheryl Brantley, Hidden Hills Country Club Estates HOA; Pam Brown, Osprey Pointe Homeowners Association; Michael Corcoran, Kensington HOA; Scott Cowitt, Hawkins Cove Owners Association, Inc.; Nell DeCoursey, Hickory Creek HOA; Gary Dickinson, Grove Park HOA; Kacy Evans, Caroline Forest HOA; Delmas "Dedee" Harper, POISE, Inc.; Alexander Hoffman, Ashley Green HOA; Tim Keeley, Chair, Kensington Association; Sheila Litwhiler, Beachwood Civic Association; Donnie Oulton, Glynlea Park Neighborhood Association; Eddi Parsons, Monument Oaks HOA; Jerry Petoskey, Old Mill Cove Community Organization; Justine Wadyko, Waterleaf HOA; Debra Wagner, Hawkins Cove Owners Association, Inc.

**Excused:** Marion Anglin, Charter Point Community Association; Larry Belge, River Woods – St. Johns Landing HOA; Lenore Hanapel, Covington Creek HOA; Lad Hawkins, Communities of East Arlington; Ramsey Salem, Queens Harbour POA

**Visitors:** Alex Hoffman, The Woods; Wayne Van Doren, Old Mill Cove; JoAnne McIntosh, Ashley Green HOA

**Staff:** The Honorable Ken Amaro, District 1; Commander Alicea, Zone 2; Robert Bautochka, Municipal Code Compliance; Kaysie Cox, Planning & Development Department; Jackie Gregson, Parks, Recreation and Community Services; Devon Holland, JPL; Lieutenant Jarmar Smith; Rosemary Wesolowski, Neighborhood Services Office

**Call to Order/Verify Quorum:** Chair Keeley called the November 2024 GAB CPAC meeting to order at 6:30 pm. Rosemary Wesolowski verified that a quorum was present.

#### **Pledge of Allegiance**

**Approval of the Previous Meeting Summary** – Approval of the September and October 2024 meeting summaries was completed.

**Presentation(s):** **Kaysie Cox, City Planner III, Planning and Development Department**, provided an overview of the Planning and Development Department.

Divisions within the Planning and Development Department include:

- Building Inspections Division
- Community Planning Division – this includes Land Use Section and Historic Preservation Section
- Current Planning Division – this includes GIS section and Zoning Entitlements
- Transportation Planning Division - this includes Bicycle Pedestrian and Mobility
- Development Services Division- this division contains the following sections:
  - Zoning Section
  - Addressing Section
  - Civil Construction Drainage Compliance Section
  - Development Review Group

A brief description of each of the divisions and the role they contribute to the Planning and Development Departments process was provided.

The flow of the Development Process was reviewed and there are three key steps:

- Entitlements – Current Planning and the Community Planning Divisions determine what the allowable uses are for the property. The type of uses can be changed through an application and public hearing process.
- Engineering Review (10-Set) – Development Services and the Transportation Planning Divisions address all horizontal uses: drainage, roadways, landscaping, subdivision platting and concurrency/impact fees.
- Permitting – Building Inspection Division permits the vertical construction and development: electrical, plumbing and mechanical permits, as well as building/construction inspections.

Ms. Cox provided a synopsis of the types of Land Use and Land Use Amendments. An overview of the various types of Zoning Applications and the application process was reviewed. Prior to the CPAC meeting a handout (Criteria for Staff Reporting and Consideration by City Council/Zoning Administrator) was emailed to all the CPAC members; the handout was reviewed as part of the presentation.

If you would like more information on a specific application, please scan the QR code on the notice sign or visit [www.jaxzoningapplications.coj.net](http://www.jaxzoningapplications.coj.net). This website will provide the hearing dates, site plan, and contact information for the applicant.

To obtain the contact information on a planner, links to Zoning Code, FAQs and more, please call 904-255-7800 or visit: [www.jacksonville.gov/departments/planning-and-development/current-planning-divison](http://www.jacksonville.gov/departments/planning-and-development/current-planning-divison).

#### **Elected Officials Report:**

**The Honorable Ken Amaro, City Council District 1**, did not have a report, but was available for questions.

#### **Staff Reports:**

**JSO – Commander Alicea**, presented the following JSO report for District 2:

- Shared crime statistics and confirmed overall crime in District 2 is down 3% in all categories.
- Thefts of Hyundais and Kias remain a problem.
- Everyone was reminded to participate in the 9:00 pm routine; remove all valuables from vehicles and lock your car every night at 9:00 pm.
- As a follow-up, it was noted the JSO is working with their public information team to create awareness regarding electric bicycles. Their goal is to address the importance and the value of safety pertaining to electric bicycles. JSO would also like to educate parents with the laws concerning the operation of electric bicycles and is currently working with Wolfson Children's Hospital to be able to issue bicycle helmets.

Commander Alicea – 904-630-8166

**JFRD – Lieutenant Smith** provided the following updates:

- Everyone was encouraged to examine the condition of their extension cords before they put up their electric holiday decorations.
- When using holiday lights, be mindful not to overload any of your electrical outlets.
- Please have your chimney inspected and cleaned before you start a fire in your fireplace.
- Check your space heaters to ensure they are working properly and that the cords, plugs and outlets are intact.
- If you need smoke detectors in your home, please call 630-CITY to request to have them installed.

Lieutenant Smith – [JamarS@coj.net](mailto:JamarS@coj.net)

**Jacksonville Public Library (JPL) – Devon Holland** provided the following information:

- Renovations at the Regency Square Branch Library will begin next week and the project should be completed in 7 to 9 weeks. The library will close for two weeks in December (depending on the arrival of materials) but will remain open during the rest of the renovation period. The renovations include updates to all restrooms, flooring throughout, enhancements to meeting rooms and children's craft areas.
- The Jacksonville Public Library Big Book sale will be held at the University Park Branch Library on Friday, November 15, and Saturday November 16, 2024.
- There will be a Lit Chat at the Beaches Branch Library on Saturday, November 9, 2024, at 2:00 pm featuring local author Shelia Athens.
- All libraries will close on Wednesday, November 27, 2024, at 6:00 pm and remain closed until Saturday, November 30, 2024.

Devon Holland – [DHolland@coj.net](mailto:DHolland@coj.net)

**Military and Veterans Affairs – Fred Berley** reminded the CPAC that the Veteran's Day Parade will be held on Monday, November 11, 2024, and the parade will begin at 11:01 am. Please visit the [www.Jacksonville.gov](http://www.Jacksonville.gov) to see the parade route. On December 14, 2024, the Army vs. Navy football game will be televised on the jumbo screens at Everbank Stadium; there is a \$5 fee to enter.

Fred Berley – 904-255-5550

**Municipal Code Compliance Division (MCCD) – Robert Bautochka** shared the following updates:

- In the past 30 days, 1,172 inspections were completed, and 247 snipe/litter signs were removed.
- Municipal Code 518.422 Part B, this addresses commercial properties signage. If you see a sign on commercial property that is deteriorated, or damaged, please call 630-City to report it.

Robert Bautochka – [RBautochka@coj.net](mailto:RBautochka@coj.net)

**Parks, Recreation and Community Services – Jackie Gregson** shared the following updates:

- At the IFAS Office (off McDuff Avenue) the Extension Office will offer a class on how to grow your own strawberries on November 9, 2024. Handouts were provided for this event.

- Arlingwood Park is getting new playground equipment installed; the project should be completed in December 2024.
- Blue Cypress Park will have a new playground and pavilion installed by summer of 2025. The Community Center at Blue Cypress has been renovated and should be completed in the next couple of weeks. The pool at Blue Cypress Park is also nearing completion.
- New playground equipment will be installed, and the basketball courts will be repaired at Ed Austin Regional Park in early 2025.
- Restroom renovations at Victory Park should be completed by the end of November 2024. Pickleball courts is scheduled to be installed at Victory Park with an estimated completion date of mid-summer 2025.
- Parking lot and basketball court repairs are under way at Glynlea Park; this project should be completed by the end of November 2024.

Jackie Gregson – 904-255-7907

**Planning and Development Department – Kaysie Cox on behalf of Connor Corrigan** – no report

Connor Corrigan – [Ccorrigan@coj.net](mailto:Ccorrigan@coj.net) or 904-255-7844

**Subcommittee Reports (3-minute time limit):**

**LUZ (Land Use and Zoning)/Governmental Affairs – Mike Corcoran** stated the subcommittee reviewed three LUZ applications and presented one motion to the CPAC.

- Denial of 2024-0786 at 0 Beach Boulevard (RE# 136380-0000 and 136291-0000) to build a 32-unit multi-family dwelling for the following reasons:
  - Nearly the entire property lies within a designated ecological wetlands area with the Pottsburg Creek flowing alongside and behind the property. The wetland area encompasses more than 70% of the property.
  - This area is home to a variety of both aquatic and protected birds including eagles.
  - It is common knowledge that this section of the creek is subject to flooding during high tide and severe rain events which would add to the amount of litter, debris and contaminates flowing off the newly developed area into the creek, further detracting from the natural beauty of the area.
  - This area is also considered a coastal high hazard area and will become more impacted due to sea level rise.

There was a second and the motion was approved unanimously.

**Beautification/Parks – Larry Belge** – not present

**Environment – Lad Hawkins** – not present

**Membership** – vacant

**Nomination** – Kacy Evans presented the slate of officers to the full CPAC, and no nominations were made from the floor. The 2025 CPAC Chair will be Tim Keeley and Vice Chair is Eddi Parsons.

**Ad Hoc Committees:**

**North Florida Transportation Planning Organization (NFTPO) – Scott Cowitt** had nothing to report.

**Park Safety Council – Donnie Oulton** stated the council did not meet.

**TRUE Commission - Alex Hoffman** – the TRUE mission has several audits underway and will resume those audits next Thursday.

**Neighborhood Services Office Report – Rosemary Wesolowski** thanked Tim Keeley and Dedee Harper for servings as Chair and Vice Chair for the past two years. Congratulations were extended to Tim Keeley and Eddi Parsons; we look forward to your leadership in 2025.

The CPAC was reminded that the Neighborhood Awards that were originally scheduled for November 7, 2024, has been postponed to the Neighborhoods, USA (NUSA) Conference that the City of Jacksonville is hosting May 20 – 23, 2025.

There was a discussion about the December CPAC meeting. It was decided that the December meeting would be a shorter meeting without a presentation. After the meeting, a gathering would be held at Matt's Italian Restaurant across the street from Ed Austin Regional Park; everyone is invited to attend.

Rosemary Wesolowski – 904-255-8261 or [rosemary@coj.net](mailto:rosemary@coj.net)

**Chairs Report** – Chair Keeley thanked the CPAC for their continued support and that he looks forward to our CPAC meetings in 2025.

Chair Keeley presented a new member packet to Gary Dickinson, representing Grove Park HOA.

**Old Business** – none

**New Business** – none

**Public Comment** – Member Eddi Parsons announced City Council Member Mike Gay will host a townhall meeting at Ed Austin Regional Park, in the PAL Building cafeteria on Thursday, December 5, 2024, at 6:00 pm.

**Motion to Adjourn** – there was a motion and a second; the meeting was adjourned.

The next meeting of the District 2 CPAC will be on Monday, December 9, 2024. The meeting will be held in-person at Ed Austin Regional Park, PAL Building Cafeteria, 3450 Monument Road, 32225 at 6:30 pm and the meeting will also be available virtually on Zoom.