

**Minutes of Planning Commission Meeting
held Monday, March 24, 2014, 2013, at 7:00 P.M.
in the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida**



Call to Order

The meeting was called to order by Chairman Greg Sutton.

Roll Call

Greg Sutton, Chairperson
Terry DeLoach, Vice Chairperson - *Absent*
Bill Callan
David Dahl
Georgette Dumont

Alternates: Rick Knight
Lee Dorson

Also present were Bill Mann, Senior Planner and Recording Secretary Amber Lehman.

Approval of Minutes

It was moved by Georgette Dumont, seconded by David Dahl, and passed, to approve both the February 10, 2014 and March 10, 2014 meeting minutes, as presented.

Correspondence

There was no correspondence.

New Business

(A) PC #4--14 (14-100028) – 207 7th Avenue South

Conditional Use application for a proposed two-family dwelling located in a Commercial limited: C-1 zoning district, pursuant to Section 34-342(d) (15) of the Jacksonville Beach Land Development Code. The property is located at 207 7th Avenue South.

Staff Report:

Mr. Mann read the following staff report into the record:

The applicant recently purchased the subject property located on the north side of 7th Avenue South, one lot west of 2nd Street. The property is currently in multifamily rental use, with three apartments. The applicant is in the process of exhausting the current tenant leases in anticipation of his proposed redevelopment of the property into a new two-family residential use.

**Minutes of the Planning Commission Meeting
held March 24, 2014**

The Property Appraiser's office indicates that the main residential structure on the subject property was built in 1934. Its' present residential use of the property is considered 'legal non-conforming' in that it pre-dates the establishment of our current land development regulations. The applicant was informed that because the subject property is in a *C-1* zoning district, he would need conditional use approval in order to be able to develop any new residential use. The existing and continued residential use of the subject property is consistent with the character of the surrounding neighborhood. Despite its commercial zoning, the subject property is surrounded in all directions by residential use. The existing three-unit residential use has no on-site parking, so the tenants have to park in the street right-of-way. The redevelopment of the property into a new two-family use, with its required on-site parking, will do away the current haphazard street-parking situation in front of the property. Adjacent property values should not be negatively affected by the proposed use.

Recommendation: Approval.

Applicant:

Applicant, Tim Millard, 230 15th Street South, stated that the property is an eyesore for the area. With the demolition of the structure and construction of the two unit dwelling, there will be ocean views and on-site parking where there is not any currently. This will be a huge improvement to the area.

Public Hearing

Mr. Sutton opened the public hearing and asked if anyone wished to speak in favor of or in opposition to the application.

Seeing no one who wished to address the members, Mr. Sutton closed the public hearing.

Motion: It was moved by Mr. Dahl, seconded by Mr. Callan, to recommend approval for the conditional use as presented.

Roll call vote: Ayes – Dumont, Sutton, Knight, Callan, and Dahl; motion carried unanimously.

(B) PC #5—14 (14-100033) – 134 and 200 15th Street South

Conditional Use application for a proposed private elementary and secondary school in a Residential, single family: RS-1 zoning district, pursuant to Section 34-336 of the Jacksonville Beach Land Development Code. The properties are located at 134 and 200 15th Street South.

Staff Report:

Mr. Mann read the following staff report into the record:

Minutes of the Planning Commission Meeting held March 24, 2014

The applicant has recently acquired and/or has a contract to purchase the two residential home properties on 15th Street South adjacent to the existing *Discovery Montessori* private school on the southwest corner of 15th Street and Shetter Avenue. The existing school is an approved conditional use, and was developed in 1994. (Ref PC# 94-10).

As shown on the application site plan, the applicant wants to expand the existing *Montessori* program by building a two-story, 18,000 s.f. building on the subject properties, containing nine classrooms, an office, and other ancillary space. The building would ultimately support up to 175 students in grades one through eight, and the existing *Montessori* school facilities would then support the school's toddler through kindergarten program.

Staff met with the applicant's architect to review a preliminary site plan and building layout. The proposed building is located over 140 feet back from the 15th Street right of way, in an effort to accommodate parking and on-site vehicular circulation. The initial plan was to have a single-lane entry drive leading back to the front sidewalk of the school where the pick-up/drop-off zone would be. After subsequent review of that preliminary plan, it was determined that it would be beneficial to create a two-lane entry drive and establish student pick-up/drop-off areas on both sides of the entry drive, to (1) increase the on-site storage capacity of waiting parent vehicles, and (2) to provide additional drop-off area where, at peak times, more vehicles could be loaded/unloaded simultaneously. This scenario is reflected on the current application site plan. With the two-lane, one-way configuration, on-site capacity for approximately 21 waiting vehicles would be provided behind the crosswalk. The two-lane entry also would allow for easier entry by vehicles coming to the school from either direction on 15th Street.

Adjacent uses include the existing *Montessori* school to the immediate north, the City Operations and Maintenance facilities across 15th Street to the east, three single-family lots of the *Marsh Inlet* subdivision to the immediate south (one home, one home under construction, and one undeveloped lot), and an undeveloped and predominantly wetland parcel owned by *Pablo Hamlet* to the south, behind the 134 15th Street South parcel.

The application site plan is consistent with RS-1 setback and lot coverage standards, with the exception of the rear yard setback. The applicant is aware that the proposed rear yard setback for building would require a variance. A minimum 15-foot buffer is provided between the southern-most parking spaces and the adjacent *Marsh Inlet* properties, roughly twice the minimum Land Development Code required buffer adjacent to single-family uses. The school building itself would be located approximately 36 feet from the southern property line. The two homes currently on the subject properties are on septic systems, which are no longer permitted in the city. If approved, the applicant's new building would be required to tie in to the City sewer system. Accommodations for such tie-in(s) have been made for these properties at the sewer lift station recently installed in *Marsh Inlet*.

The applicant's desire to expand the school to the south is logical, in that it is the only direction in which there is any potential land available. The applicant has an established history as a school at this location, and has been a good steward of the existing property through its incremental expansions since it was established. The proposed site plan represents a deliberate

**Minutes of the Planning Commission Meeting
held March 24, 2014**

effort at minimizing any potential off-site impacts due to traffic. It is also recognized that it would likely take several years before the new school could be funded, developed, and begin to grow into its targeted capacity. Along with committing the applicant to the submitted site plan, though, staff feels that additional management measures could be incorporated to enhance safety, on-site traffic flow, and vehicle throughput.

Recommendation: Approval, with the following conditions.

1. The applicant shall develop the proposed school facility in accordance with the application site plan dated 2-18-2014. Any modification or changes to this site plan shall require approval by the Jacksonville Beach Planning Commission.
2. The applicant shall establish and enforce a minimum 30-minute staggered drop-off/pick-up time schedule for three separate grade or class groups (i.e. 1st through 3rd grades, 4th and 5th grades, and 6th through 8th grades., or alternatively, Classes A through C, Classes D through F, etc.). Such plan shall be submitted for review and approval in conjunction with the Development Plan application for the proposed school.
3. The applicant shall be required to provide a crosswalk guard during all scheduled drop-off/pick up times.

Applicant:

The agent for the applicant, Tom Mnich, 3016 South 3rd Street, Jacksonville Beach, stated that the school has been working with the City trying to create buffers between the proposed location and existing homes on Teagan Court. In addition, the playground will be on the existing property and there is an off-site cafeteria that is located on Shetter Avenue. When the plans were made for the proposed addition, the Montessori School wanted to protect the tree canopy.

Ms. Dumont asked how many students are currently enrolled.

Ms. Bednarek, School Administrator, replied that 153 students are currently enrolled.

Ms. Dumont asked how many drop-off locations currently exist.

Ms. Bednarek replied there are two drop-off areas - one located off Shetter Avenue, and the other off 15th Avenue South, both of which have staggered drop-off times.

Ms. Dumont asked Ms. Bednarek to clarify the amount of additional students that would be added with the expansion.

Ms. Bednarek replied that approximately 175 students would be added.

Minutes of the Planning Commission Meeting held March 24, 2014

Public Hearing

Mr. Sutton opened the public hearing and asked if anyone wished to speak in favor of or in opposition to the application.

The following person spoke neither in favor nor in opposition to the application:

- Tim Millard, 230 15th Street South, Jacksonville Beach, stated that he had concerns with the expansion of the school. He feared that this would become more like Seabreeze Elementary, where cars are parked along the street in front of people's homes. He does not want that to happen to his neighborhood 5 years down the road.

The following person spoke in opposition to the application:

- Victoria Yee, 1575 Marsh Inlet Court, Jacksonville Beach, stated that she concurred with Mr. Millard and has concerns with the growing traffic. Also, when she purchased her home there were no plans to build this expansion.

Seeing no one who else wished to address the Board, Mr. Sutton closed the public hearing.

Discussion:

Mr. Mann asked Ms. Bednarek if the existing drop-off and pickup areas would remain the same, as they exist currently.

Ms. Bednarek replied that the toddler through kindergarten pick up/drop-offs would remain on site. The 1st through the 8th graders will drop-off/pick-up at the new location.

Ms. Bednarek also stated, for both Ms. Yee and Mr. Millard, that many of families that attend the Montessori School have 2 to 3 children, which reduces the amount of vehicular traffic for some trips.

Mr. Knight asked Mr. Mann if the applicant would have to request a variance for the new building's rear yard setback through the Board of Adjustment.

Mr. Mann replied yes.

Motion: It was moved by Ms. Dumont, seconded by Mr. Dahl, to approve the Conditional Use as presented with the following staff recommended conditions:

1. The applicant shall develop the proposed school facility in accordance with the application site plan dated 2-18-2014. Any modification or changes to this site plan shall require approval by the Jacksonville Beach Planning Commission.

**Minutes of the Planning Commission Meeting
held March 24, 2014**

2. The applicant shall establish and enforce a minimum 30-minute staggered drop-off/pick-up time schedule for three separate grade or class groups (i.e. 1st through 3rd grades, 4th and 5th grades, and 6th through 8th grades., or alternatively, Classes A through C, Classes D through F, etc.). Such plan shall be submitted for review and approval in conjunction with the Development Plan application for the proposed school.
3. The applicant shall be required to provide a crosswalk guard during all scheduled drop-off/pick up times.

Roll call vote: Ayes – Dumont, Sutton, Knight, Callan, and Dahl; motion carried unanimously.

Planning & Development Director’s Report

Mr. Mann advised the members that the next meeting is scheduled for April 14, 2014, with one conditional use application.

Adjournment

There being no further business coming before the Commission, Mr. Sutton adjourned the meeting at 7:25 P.M.

Submitted by: Amber Maria Lehman
Recording Secretary

Approval:

/s/Greg Sutton

Chair

Date: April 14, 2014