

Corporate Bank Headquarters PUD
Written Description

December 4, 2025

I. SUMMARY DESCRIPTION OF THE PROPERTY

- A. RE # 167727-0880
- B. Land Use Designation: CGC
- D. Current Zoning District: PUD
- E. Proposed Zoning District: PUD

II. SUMMARY AND PURPOSE OF THE PUD/COMPREHENSIVE PLAN CONSISTENCY

Sierra Leaf Propco, LLC (the “Applicant”) proposes to rezone approximately 7.3 acres of property located at 10060 Skinner Lake Drive (south of Skinner Lake Drive, west of Gate Parkway and north of J. Turner Butler Boulevard), from Planned Unit Development pursuant to Ordinance 1997-446-E (the “Original PUD”) to Planned Unit Development (the “PUD”). The property is more particularly described by the legal description attached hereto as **Exhibit “1”** (the “Property”). The Property has been developed as an office building, but this PUD requests inclusion of medical offices and ancillary uses in addition to the current uses and modification to the signage requirements. The development criteria shall be developed in accordance with this updated PUD Written Description and the PUD Site Plan dated June 2, 1997, and attached as **Exhibit 4** to this Ordinance (the “Site Plan”).

As described below, this PUD zoning district is being sought to allow for the addition of certain medical offices as a permitted use. The Original PUD permitted the corporate headquarters of a bank and related uses, including a restaurant internal to the building. The corporate headquarters has been developed and is in use currently operating with banking activities on the Property and will continue. The addition of the medical office uses would allow other tenants to lease medical office space within the existing building. This PUD permits the existing bank and ancillary uses, including the restaurant, and adds the medical offices and ancillary uses to allow for a diversity of office uses on the Property in a manner that is internally consistent, compatible with external uses, and provides for innovative site planning concepts that will create an aesthetically pleasing environment.

This PUD also modifies the existing signage requirements in the original PUD to allow for additional wall signage and overall signage consistent with the allowances for commercial property in the Jacksonville Zoning Code, as more particularly described below. The Property is designated as Community/ General Commercial (“CGC”) on the Future Land Use Map (FLUM) of the 2045 Comprehensive Plan and is within the Urban Development Area.

Surrounding land use designations, zoning districts, and existing uses are as follows:

	Land Use Category	Zoning	Use
South	CGC	CO, PUD	ROW, Retention Pond, Office
East	CGC	PUD	Commercial, Restaurants
North	CGC	PUD, CCG-1	Commercial, Restaurants, Multi-Family
West	CGC, RPI	PUD, CO, RMD-D	Hotel, Multi-Family

III. DESCRIPTION OF PERMITTED USES

A. PUD Conceptual Site Plan and Parcels

The Site Plan is attached to this Ordinance as **Exhibit 4**.

B. Permitted Uses

1. Permitted uses and structures.

Banks, including corporate offices for the operation and administration of a bank, drive-thru tellers, savings and loan institutions, and similar uses.

- a. A restaurant contained within the existing building.
- b. Medical offices and medical clinics, and outpatient services and pharmacies associated therewith.
- c. Off-street commercial parking lots meeting the performance standards and criteria set forth in Part 4.
- d. Essential services, including water, sewer, gas, telephone, radio, television and electric, meeting the performance standards and development criteria set forth in Part 4.
- e. Drive-thru facilities in conjunction with a permitted or permissible use or structure (maximum of six (6) drive through lanes).

C. Lot and yard requirements.

The Property shall be developed in accordance with the CGC-1 zoning district as it relates to minimum lot area, the required yard setbacks, maximum height of structures and maximum lot coverage.

D. Accessory Uses and Structures

Accessory uses and structures are permitted if those uses and structures are of the nature customarily incidental and clearly subordinate to a permitted principal use or structure and these uses and structures are located on the same lot (or contiguous lot in the same ownership) as the principal use. Whether attached or detached to a building or structure containing the principal use, the accessory structure shall be considered as a part of the principal structure. Accessory uses and structures are allowed as permitted in Section 656.403 of the Zoning Code; provided, however, that the yard and setback restrictions of Section 656.403(a) do not apply to such uses and structures.

IV. OVERALL DEVELOPMENT STANDARDS AND CRITERIA

A. Access

Access to the site is from Skinner Lake Drive as shown on the Site Plan.

B. Buffering

Landscaping and buffering is provided in accordance with Part 12 of the City of Jacksonville Zoning Code.

C. Signage

Signage for the site shall be permitted subject to the provisions of Section 656.1303 of the City of Jacksonville Zoning Code, particularly with Section 656.1303(c)(3) as to commercial (CGC, CCDB, and CR) zoning districts. Wall signs are permitted on the north boundary of the property (facing Skinner Lake Drive) and the eastern boundary of the property (facing Gate Parkway) and wall and roof signs are permitted on the southern boundary of the property (facing J. Turner Butler Boulevard).

D. Modifications

Amendment to this approved PUD district may be accomplished through an administrative modification, minor modification, or by filing an application for rezoning as authorized by Section 656.341 of the Zoning Code.

E. Parking and Loading Requirements

Parking shall meet the requirements of Section 656.404, Zoning Code, which states the required number of on-site parking spaces required for each use.

F. Stormwater Retention

Stormwater facilities will be maintained to serve the PUD in accordance with applicable regulations.

G. Utilities

The Property is served by JEA.

V. PRE-APPLICATION CONFERENCE

A pre-application conference was held regarding this application on September 24, 2025.

VI. JUSTIFICATION FOR THE PUD REZONING

The proposed PUD provides for bank offices and facilities with the addition of medical offices and medical clinics, with ancillary uses. The PUD will allow the Applicant to maximize the potential use of the Property in order to continue positive growth in this area and take advantage of an underutilized site in a prime location. The PUD provides for flexibility in site design and configuration that could otherwise not be accomplished through conventional zoning.

VII. PUD/DIFFERENCE FROM USUAL APPLICATION OF ZONING CODE

The PUD differs from the usual application of the Zoning Code in the following respects:

1. It binds the owner and successor(s) to this Written Description and the PUD Site Plan, unless modified.
2. It provides for site-specific signage requirements.
3. It provides for site-specific parking requirements.
4. And it limits permitted uses on the property, as compared to those uses permitted in conventional commercial zoning districts.

VIII. NAMES OF DEVELOPMENT TEAM

- Developer/Applicant/Owner: Sierra Leaf Propco, LLC
- Planner/Engineer: N/A
- Agent: Rogers Towers, P.A.

IX. LAND USE TABLE

A Land Use Table is attached hereto as **Exhibit "F."** Acreages, percentages and square footage estimates in Exhibit F are approximate and subject to change.

X. PUD REVIEW CRITERIA

- A. **Consistency with the Comprehensive Plan:** As described above, the uses proposed herein are consistent with the CGC Urban Development land use category.

- B. **Consistency with the Concurrency Management System:** The PUD will comply with the Concurrency and Mobility Management System regulations.
- C. **Internal Compatibility:** The PUD provides for integrated design and compatible uses within the PUD.
- D. **External Compatibility/Intensity of Development:** The PUD proposes uses and provides design mechanisms which are compatible with surrounding uses.
- E. **Maintenance of Common Areas and Infrastructure:** All common areas and infrastructure will be maintained by the owner, maintenance company and/or an owners' association.
- F. **Impact on Wetlands:** Any development impacting wetlands will be permitted pursuant to local, state, and federal permitting requirements.
- G. **Listed Species Regulations:** The Property is less than fifty (50) acres in size, so a listed species survey is not required.

EXHIBIT F

PUD Name

CORPORATE BANK HEADQUARTERS PUD

Land Use Table

Total gross acreage	7.3 Acres	100 %
Amount of each different land use by acreage		
Single family	0 Acres	0 %
Total number of dwelling units	0 D.U.	
Multiple family	0 Acres	0 %
Total number of dwelling units	0 D.U.	
Commercial	7.3 Acres	100 %
Industrial	0 Acres	0 %
Other land use	0 Acres	0 %
Active recreation and/or open space	0 Acres	0 %
Passive open space	0 Acres	0 %
Public and private right-of-way	0 Acres	0 %
Maximum coverage of buildings and structures	158,994 Sq. Ft.	0 %