

EXHIBIT 3

WRITTEN DESCRIPTION

The Courtyard Homes PUD

May 15, 2024

- A. Current Land Use Designation: RPI
- B. Current Zoning District: PUD; per Ordinance 2020-0089
- C. Requested Zoning District: PUD
- D. RE#: 101602 0000
- E. City Development Number:

SUMMARY DESCRIPTION OF THE PLAN

Manitou LLC (“the Owner”) proposes to re-zone approximately 0.37 acres of property from PUD to PUD. The Property is described as depicted on the legal description on Exhibit “1” (the “Property”). A conceptual site plan of the proposed development is attached as Exhibit “4” to this application (the “Site Plan”). Surrounding uses are single family residential, multi-family residential, retail, and commercial offices.

The site is situated on the Southern end of an 8 acre Commercial Neighborhood district next to Cortez Park that serves the Ortega area. It is proximate to RLD-90 and RMD-D zoning districts.

The Property, itself, is a conventionally shaped piece with approximately 90 linear feet along Manitou Avenue. The lot depth is 175’, with the rear of the property too low to develop.

The Owner is proposing an increase from a 2 unit building approved per PUD ordinance 2020-0089 to a 4 multi-family residential unit building, with 1,250 - 1,280 square feet of conditioned space per unit. This zoning and development would be permissible admissible under the current land use category of RPI.

PUD DEVELOPMENT CRITERIA

- A. Description of Uses
- 1. Permitted Uses and Structures.** Residential, multi-family quad plex – 4 units
 - 2. Permitted Accessory Uses and Structures.** Accessory uses and structures are allowed as defined in Section 656.403 of the Zoning Code, provided, however, that the yard, setback and height restrictions of Section 656.403 do not apply to such uses and structures.
- B. Minimum Lot and Building Requirements.
- 1. Minimum building setbacks and yard requirements.** The building setbacks will be provided for the development as a whole from the overall Property boundaries for all uses and structures as follows:
 - a. Front – Twenty Five (25) feet.
 - b. Rear – Twenty Five (25) feet.
 - c. Side – Five (5) feet.Note: Encroachments by sidewalks, parking, signage, utility structures, fences, furniture, and other similar improvements shall be permitted within the minimum setbacks.
 - 2. Minimum Lot Requirements.**
 - a. Minimum Lot Area – 7,900 square feet
 - b. Minimum Lot Width – 45 feet
 - 3. Maximum lot coverage by all buildings.** Fifty percent (50%)
 - 4. Maximum height of all structures.** Thirty-five (35) feet, as measured from the established grade for each building to the top of the highest ridge. As provided in Section 656.405 of the City of Jacksonville Zoning Code, spired, cupolas, antennae, chimneys and other appurtenances not intended for human occupancy may be placed above the maximum heights provided for herein.
- C. **Common Landscape Maintenance.** Common Landscape, as well as other areas and functions which are not to be provided, operated, or maintained by the city, will be maintained by the Owner.
- D. **Access.** As indicated on the Site Plan, the dwelling units will have one private driveway from Manitou Avenue. The design of the private driveway and parking spaces, as shown on the Site Plan may vary prior to development: provided, however, that the final design of both shall be subject to the review and approval of the Planning and Development Department and the Traffic Engineer.
- E. **Pedestrian Circulation.** There are no sidewalks in this area. Sidewalks shall be installed pursuant to the 2030 Comprehensive Plan, if required by the development services division.

- F. **Signage.** Real estate signs and construction signs in compliance with Part 13 of the Zoning Code are permitted. In addition,
- a. Temporary Signs – Temporary signs, including but not limited to real estate for lease / sale, contractor, modular units or financing signs or banners, shall not exceed a maximum of thirty-two (32) square feet each and shall be strictly limited to four (4) such signs on site at any one time.
 - b. Construction fence screening shall be allowed under the following conditions; (a) it shall not exceed eight (8) feet in height, (b) graphics shall not exceed fifty percent (50%) of the entire exterior surface area, (c) shall be maintained in good order, condition and repair, and (d) shall be removed upon Certificate of Occupancy.
- G. **Parking and Loading Requirements.** The proposed new development in the PUD will provide two spaces per unit for parking.
- H. **Landscaping | Fencing / Screening.** Landscaping will be constructed and maintained in accordance with the Landscape and Tree Protection Regulations set forth in Part 12 of the City of Jacksonville Zoning Code. The landscaped areas will allow for the inclusion of native or ornamental vegetation, trees, and shrubs.
- I. **Architectural Design.** The exterior appearance of the new units will not be restricted to be similar in theme as the neighboring architecture.
- J. **Lighting.** Exterior lighting shall be designed and installed to localize illumination onto the Property and to minimize unreasonable interference or impact on any adjacent property outside the PUD.
- K. **Storm Water Retention.** Storm water retention / detention systems shall be designed and constructed in accordance with the requirements of the City of Jacksonville and the St. Johns River Water Management District. The established grade of all buildings shall be designed with best efforts to minimize storm water runoff onto adjacent properties.
- L. **Utilities.** Electric power will be provided to the site by JEA. Water and sewer services will be provided by JEA.
- M. **Temporary Uses.** None.
- N. **Modifications.** Amendments to this approved PUD district may be accomplished by administrative modification, by minor modification, or by the filing of a rezoning application pursuant to Section 656.341 of the City of Jacksonville Zoning Code.

- O. **Conceptual Site Plan.** The configuration of the development as depicted in the Site Plan is conceptual and revisions to the Site Plan may be required as the proposed development proceeds through final engineering and site plan review, subject to the review and approval of the Planning and Development Department.

- P. **Successors in Title.** All successors in title to the Property, or any portion of the Property shall be bound by the conditions of the PUD, unless modifies as provided above or otherwise by law.

EXHIBIT F

PUD Name

Courtyard Homes PUD

Land Use Table

Total gross acreage	0.37	Acres	100 %
Amount of each different land use by acreage			
Single family		Acres	%
Total number of dwelling units		D.U.	
Multiple family	0.37	Acres	%
Total number of dwelling units	4	D.U.	
Commercial		Acres	%
Industrial		Acres	%
Other land use		Acres	%
Active recreation and/or open space		Acres	%
Passive open space	0.17	Acres	%
Public and private right-of-way		Acres	%
Maximum coverage of buildings and structures	5,120	Sq. Ft.	50 %