

The Neighborhoods, Community Services, Public Health and Safety Committee offers the following Substitute to File No. 2025-30:

Introduced by the Council President at the request of the Mayor:

ORDINANCE 2025-30

AN ORDINANCE REGARDING THE MAYOR'S REORGANIZATION OF THE EXECUTIVE BRANCH PURSUANT TO PART 2 (EXECUTIVE REORGANIZATION), CHAPTER 21 (EXECUTIVE BRANCH, GENERALLY), *ORDINANCE CODE*; RECITALS; REPEALING IN THEIR ENTIRETY PART 5 (DEVELOPMENT SERVICES DIVISION) AND PART 6 (BUILDING INSPECTION DIVISION), CHAPTER 30 (PLANNING AND DEVELOPMENT DEPARTMENT), PART 6 (SOLID WASTE DIVISION), CHAPTER 32 (PUBLIC WORKS DEPARTMENT) AND PART 4 (ENVIRONMENTAL QUALITY DIVISION), CHAPTER 34 (NEIGHBORHOODS DEPARTMENT), *ORDINANCE CODE*; AMENDING SECTION 23.101 (ESTABLISHMENT; FUNCTIONS), PART 1 (OFFICE ESTABLISHED), CHAPTER 23 (OFFICE OF ADMINISTRATIVE SERVICES), *ORDINANCE CODE*; ESTABLISHING A NEW PART 7 (SOLID WASTE DIVISION) AND A NEW PART 8 (ENVIRONMENTAL QUALITY DIVISION), CHAPTER 23 (OFFICE OF ADMINISTRATIVE SERVICES), *ORDINANCE CODE*; AMENDING SECTION 30.104 (FUNCTIONS), PART 1 (ORGANIZATION), CHAPTER 30 (PLANNING AND DEVELOPMENT DEPARTMENT), *ORDINANCE CODE*, REMOVING REFERENCE TO DEVELOPMENT SERVICES; AMENDING SECTION 30.801 (ESTABLISHMENT; RESPONSIBILITIES), PART 8

(TRANSPORTATION PLANNING DIVISION), CHAPTER 30
(PLANNING AND DEVELOPMENT DEPARTMENT),
ORDINANCE CODE, TO ADD ADDITIONAL
RESPONSIBILITIES; AMENDING SECTIONS 32.101
(ESTABLISHMENT; DIRECTOR PUBLIC WORKS) AND
32.104 (OPERATIONS DIRECTOR), PART 1 (IN
GENERAL), CHAPTER 32 (PUBLIC WORKS DEPARTMENT),
ORDINANCE CODE; ESTABLISHING A NEW PART 10
(DEVELOPMENT SERVICES DIVISION) AND A NEW PART
11 (BUILDING INSPECTION DIVISION), CHAPTER 32
(PUBLIC WORKS DEPARTMENT), *ORDINANCE CODE*
SHIFTING RESPONSIBILITIES TO PUBLIC WORKS;
AMENDING SECTIONS 34.101 (ESTABLISHMENT;
FUNCTION) AND 34.103 (OPERATIONS DIRECTOR), PART
1 (DEPARTMENT ESTABLISHED; OFFICE OF DIRECTOR),
CHAPTER 34 (NEIGHBORHOODS DEPARTMENT),
ORDINANCE CODE; AMENDING SECTION 94.106
(DUTIES), CHAPTER 94 (TREE COMMISSION),
ORDINANCE CODE, SHIFTING DUTIES TO PUBLIC WORKS;
AMENDING SECTION 122.414 (EASEMENTS), SUBPART A
(ACQUISITION OF INTERESTS IN REAL PROPERTY),
PART 4 (REAL PROPERTY), CHAPTER 122 (PUBLIC
PROPERTY), *ORDINANCE CODE*, SHIFTING
RESPONSIBILITIES TO PUBLIC WORKS; AMENDING
SECTION 321.109 (ELEVATION REQUIREMENTS),
CHAPTER 321 (ADOPTION OF BUILDING CODE),
ORDINANCE CODE; AMENDING SECTION 327.104
(ADMINISTRATION) AND 327.106 (INCENTIVES),
CHAPTER 327 (SUSTAINABLE BUILDING PROGRAM),
ORDINANCE CODE SHIFTING RESPONSIBILITIES TO
PUBLIC WORKS; AMENDING SECTION 328.110 (REPAIRS;

CORRECTIVE ACTION REPORT), CHAPTER 328
(MILESTONE INSPECTION REGULATIONS), *ORDINANCE
CODE*, TO CLARIFY BUILDING INSPECTION DIVISION
STATUS; AMENDING SECTIONS 380.101 (PURPOSE,
INTENT AND FINDINGS), 380.102 (DEFINITIONS),
380.105 (DIRECTOR, CHIEF OF THE SOLID WASTE
DIVISION, CHIEF OF THE ENVIRONMENTAL QUALITY
DIVISION, DIRECTOR OF PLANNING AND DEVELOPMENT
AND THE FLORIDA DEPARTMENT OF HEALTH IN DUVAL
COUNTY RECOMMENDATIONS), 380.106 (COUNCIL
PROCEDURE), 380.107 (ISSUANCE OF CERTIFICATE)
AND 380.109 (CORRECTION OF VIOLATIONS), PART 1
(CERTIFICATE OF PUBLIC CONVENIENCE AND
NECESSITY), SECTION 380.509 (ENFORCEMENT
AUTHORITY), PART 5 (RECYCLING PROGRAM), AND
SECTION 380.603 (DEFINITIONS), PART 6
(NONRESIDENTIAL SOLID WASTE COLLECTION AND
TRANSPORTATION FRANCHISES), CHAPTER 380 (SOLID
WASTE MANAGEMENT), *ORDINANCE CODE*; AMENDING
SECTION 382.102 (DEFINITIONS), PART 1 (GENERAL),
SECTION 382.304 (FILING OF APPLICATIONS), PART
3 (SELECTION OF WASTE COLLECTION AND DISPOSAL
SERVICE AREAS AND CONTRACTORS), AND SECTION
382.503 (DISCONTINUATION OF SERVICE;
COLLECTION), PART 5 (SOLID WASTE SERVICE FEE),
CHAPTER 382 (WASTE COLLECTION AND DISPOSAL
SERVICE BY CONTRACTORS AND CITY), *ORDINANCE
CODE*; AMENDING SECTION 386.103 (DEFINITIONS),
PART 1 (GENERAL PROVISIONS), CHAPTER 386 (WASTE
FLOW CONTROL), *ORDINANCE CODE*, SHIFTING DIRECTOR
TO MANAGER OF THE OFFICE OF ADMINISTRATIVE

SERVICES; AMENDING 518.213 (DRAINAGE NOT IN COMPLIANCE WITH APPROVED PLANS OR WHICH CREATES A PUBLIC NUISANCE; ENFORCEMENT BY PLANNING AND DEVELOPMENT DEPARTMENT), PART 2 (IMPROVED OR UNIMPROVED LOTS AND EXTERIOR CONDITIONS OF RESIDENTIAL AND COMMERCIAL PROPERTIES), CHAPTER 518 (JACKSONVILLE PROPERTY SAFETY AND MAINTENANCE CODE), *ORDINANCE CODE*, SHIFTING DUTIES TO PUBLIC WORKS; AMENDING SECTION 652.1102 (SUBDIVISION PLATS), PART 11 (FLOOD RESISTANT DEVELOPMENT - SUBDIVISIONS), CHAPTER 652 FLOODPLAIN MANAGEMENT), *ORDINANCE CODE*, SHIFTING REFERENCE TO PUBLIC WORKS; AMENDING SECTION 654.106 (DEFINITIONS), SECTION 654.108 (APPROVAL OF PRELIMINARY SITE PLAN; PROCEDURES FOR APPROVAL OF PRELIMINARY AND FINAL ENGINEERING PLANS FOR REQUIRED IMPROVEMENTS), SECTION 654.111 (DESIGN STANDARDS: STREETS), SECTION 654.115 (DESIGN STANDARDS: ACCESS TO THE PUBLIC RIGHT-OF-WAY), SECTION 654.123 (DESIGN STANDARDS: ENTRY SIGN), SECTION 654.134 (UTILITY LINES), SECTION 654.136 (DIRECTOR TO ENFORCE AND ADMINISTER), SECTION 654.137 (DEVIATIONS), AND SECTION 654.142 (SUBDIVISION STANDARDS AND POLICY ADVISORY COMMITTEE), CHAPTER 654 (CODE OF SUBDIVISION REGULATIONS), *ORDINANCE CODE*, SHIFTING DUTIES TO PUBLIC WORKS; AMENDING SECTION 655.111 (CONCURRENCY RESERVATION CERTIFICATE APPLICATION PROCESS AND REVIEW PROCEDURES), PART 1 (GENERAL PROVISIONS), CHAPTER 655 (CONCURRENCY AND MOBILITY MANAGEMENT

SYSTEM), *ORDINANCE CODE*, CHANGING PLANNING AND
DEVELOPMENT DEPARTMENT AND PUBLIC WORKS
REFERENCES; AMENDING SECTION 711.404
(REGISTRATION FOR PLACING, MAINTAINING OR
COLLOCATING COMMUNICATIONS FACILITIES IN CITY
RIGHTS-OF-WAY), SUBPART A (REGISTRATION AND
GENERAL PERMIT CONDITIONS) AND 711.427
(REGISTRATION AND PERMIT FOR PLACING,
MAINTAINING OR COLLOCATING COMMUNICATIONS
FACILITIES IN CITY RIGHTS-OF-WAY ASSOCIATED WITH
COLLATION OF SMALL WIRELESS FACILITIES OR SMALL
WIRELESS SOLE PURPOSE NEW UTILITY POLES),
SUBPART C (GENERAL PERMIT CONDITIONS FOR
COLLOCATION OF SMALL WIRELESS FACILITIES AND
SMALL WIRELESS SOLE PURPOSE NEW UTILITY POLES),
PART 4 (COMMUNICATIONS FACILITIES IN CITY
RIGHTS-OF-WAY), CHAPTER 711 (CITY RIGHTS-OF-
WAY), *ORDINANCE CODE* SHIFTING RESPONSIBILITIES
TO PUBLIC WORKS; AMENDING SECTION 745.101
(APPLICABILITY), SECTION 745.104 (NAMING OF NEW
STREETS; MAINTENANCE OF NUMBERING SYSTEM),
SECTION 745.105 (PUBLIC STREET NAME CHANGES),
SECTION 745.106 REGISTRY OF NAMES FOR PRIVATE
STREETS AND UNNAMED SHARED ACCESSWAYS), AND
SECTION 745.109 (911 EMERGENCY ADDRESSING
ADVISORY COMMITTEE), PART 1 (GENERAL
PROVISIONS), SECTION 745.221 (IDENTIFICATION OF
NONCONFORMING STREET ADDRESS NUMBERS), SUBPART
C (NONCONFORMING STREET ADDRESS NUMBERS),
SECTION 745.231 (PROCEDURES TO NOTIFY PROPERTY
OWNERS AND OCCUPANTS OF DUPLICATE STREET NAMES

1 AND NONCONFORMING STREET ADDRESSES), SUBPART D
2 (ADMINISTRATION), PART 2 (ADDRESSING AND STREET
3 NAMING DEFICIENCIES), AND SECTION 745.301
4 (ENFORCEMENT), PART 3 (ENFORCEMENT), CHAPTER 745
5 (ADDRESSING AND STREET NAMING REGULATIONS),
6 *ORDINANCE CODE*, SHIFTING RESPONSIBILITIES TO
7 PUBLIC WORKS; APPROVING THE UPDATED 1CLOUD
8 CENTER LIST; PROVIDING FOR AN ORGANIZATIONAL
9 CHART; PROVIDING FOR TRANSITION; PROVIDING THAT
10 THE AUTHORITY, PRIVILEGES, RIGHTS, DUTIES,
11 OBLIGATIONS OR RELATIONSHIPS OF THE CITY'S
12 CONSTITUTIONAL OFFICERS OR INDEPENDENT AGENCIES
13 WILL NOT BE DIMINISHED OR ENHANCED BY THIS
14 ORDINANCE; AUTHORIZING THE COUNCIL AUDITOR'S AND
15 GENERAL COUNSEL'S OFFICE TO MAKE TECHNICAL
16 AMENDMENTS; PROVIDING FOR SEVERABILITY;
17 PROVIDING FOR CODIFICATION INSTRUCTIONS;
18 PROVIDING AN EFFECTIVE DATE.

19
20 **WHEREAS**, in accordance with Chapter 21 (Executive Branch,
21 Generally), Part 2 (Executive Reorganization), *Ordinance Code*, the
22 Mayor, after investigation, has determined that a reorganization of
23 the Executive Branch of the City of Jacksonville is appropriate; and

24 **WHEREAS**, in accordance with Section 21.202, *Ordinance Code*, the
25 Mayor has developed a reorganization plan, a copy of which is attached
26 hereto as **Exhibit 1** and incorporated herein by reference; and

27 **WHEREAS**, the General Counsel, pursuant to Section 21.205,
28 *Ordinance Code*, has approved such plan as to form and legal
29 sufficiency; now therefore

30 **BE IT ORDAINED** by the Council of the City of Jacksonville:

31 **Section 1. Recitals.** The recitals above are true and

correct and incorporated herein by this reference.

Section 2. Repealing Part 5 (Development Services Division) and Part 6 (Building Inspection Division), Chapter 30 (Planning and Development Department), Part 6 (Solid Waste Division), Chapter 32 (Public Works Department), and Part 4 (Environmental Quality Division), Chapter 34 (Neighborhoods Department), Ordinance Code. Part 5 (Development Services Division) and Part 6 (Building Inspection Division), Chapter 30 (Planning and Development Department), Part 6 (Solid Waste Division), Chapter 32 (Public Works Department) and Part 4 (Environmental Quality Division), Chapter 34 (Neighborhoods Department), *Ordinance Code* are hereby repealed and reserved in their entirety. Copies of Part 5 and Part 6, Chapter 30, Part 6, Chapter 32, and Part 4, Chapter 34, *Ordinance Code* have been placed **On File** with the Legislative Services Division.

Section 3. Amending Section 23.101 (Establishment; functions), Part 1 (Office Established), Chapter 23 (Office of Administrative Services), Ordinance Code. Section 23.101 (Establishment; functions), Part 1 (Office Established), Chapter 23 (Office of Administrative Services), *Ordinance Code* is hereby amended to read as follows:

CHAPTER 23 - OFFICE OF ADMINISTRATIVE SERVICES

PART 1. - OFFICE ESTABLISHED

Sec. 23.101. - Establishment; functions.

There is created an executive office to be known as the Office of Administrative Services. The Office is created and shall be responsible for the provision of resources and services essential for the overall management of Consolidated Government operations associated with: (i) soliciting, evaluating, procuring, and other functions related to the acquisition of supplies, contractual services, professional services, capital improvements, and other commodities necessary for the proper functioning of government; (ii)

1 motor vehicle and related equipment management; (iii) animal care and
2 control and related functions; (iv) customer service management, (v)
3 investigations and mediation of complaints; ~~and~~ (vi) solid waste,
4 (vii) environmental quality; and (viii) such other functions and
5 services as may be assigned by the Mayor or her designee.

6 **Section 4. Establishing Part 7 (Solid Waste Division) and**
7 **Part 8 (Environmental Quality Division), Chapter 23 (Office of**
8 **Administrative Services), Ordinance Code.** Part 7 (Solid Waste
9 Division) and Part 8 (Environmental Quality Division), Chapter 23
10 (Office of Administrative Services), *Ordinance Code*, are hereby
11 established as follows:

12 **CHAPTER 23 - OFFICE OF ADMINISTRATIVE SERVICES**

13 * * *

14 **PART 7. - SOLID WASTE DIVISION**

15 **Sec. 23.701. - Establishment; functions.**

16 There is created the Solid Waste Division. The Division shall
17 be responsible for the planning, construction, administration and
18 operation of all sanitation, solid waste management, and disposal
19 activities and facilities of the Consolidated Government.

20 **Sec. 23.702. - Division Chief.**

21 The Chief of Solid Waste shall be the Division Chief for the
22 Solid Waste Division. The Chief shall be appointed by the Mayor,
23 subject to confirmation by the Council, and shall serve at the
24 pleasure of the Mayor. The Chief shall have a bachelor's degree or
25 higher from an accredited college or university and at least five (5)
26 years management experience in the solid waste industry.

27 **PART 8. ENVIRONMENTAL QUALITY DIVISION**

28 **Sec. 23.801. - Establishment; functions.**

29 There is created an Environmental Quality Division within the
30 Office of Administrative Services. The Environmental Quality Division
31 shall be responsible for the administration, operation and

1 enforcement of the air and water resources management activities of
2 the City, including the City's laws concerning floating structures,
3 derelict vessels, vessels at risk of becoming derelict, and other
4 hazards to the public health within the Waters of the County, as
5 defined in Chapter 388, *Ordinance Code*. The administration and
6 enforcement of floating structures, derelict vessels, and vessels at
7 risk of becoming derelict may be shared with the Municipal Code
8 Compliance Division, and shall utilize a law enforcement officer as
9 defined in § 705.101(4), F.S. when boarding a vessel or occupied
10 floating structure.

11 **Sec. 23.802. - Division Chief.**

12 The Chief of Environmental Quality shall be the Division Chief
13 of the Environmental Quality Division. The Chief shall be appointed
14 by the Mayor, subject to confirmation by the Council, and shall serve
15 at the pleasure of the Mayor. The Chief shall have a bachelor's degree
16 or higher from an accredited college or university and at least five
17 years of engineering or pollution control experience, including at
18 least two years of experience in air and water pollution control
19 activities and shall be registered by the State of Florida as a
20 Professional Engineer within one year of appointment.

21 **Sec. 23.803. - Enforcement Officers.**

22 For purposes of enforcing Chapter 388 (Boats and Waterways),
23 *Ordinance Code*, Environmental Quality Division employees authorized
24 to administer and enforce Chapter 388 are authorized as Code
25 Enforcement Officers, as defined in Chapter 609, *Ordinance Code*, and
26 share the enforcement duties with the Municipal Code Compliance
27 Division officers to carry out the enforcement of Chapter 388 on the
28 Waters of the County, as defined in Chapter 388, *Ordinance Code*, but
29 shall utilize a law enforcement officer as defined in § 705.101(4),
30 F.S. when boarding a vessel or occupied floating structure. As such,
31 the Environmental Quality Division Code Enforcement Officers shall

utilize the powers conferred to Municipal Code Compliance Division personnel, as well as the powers conferred by this Chapter.

Section 5. Amending Section 30.104 (Functions), Part 1 (Organization), Chapter 30 (Planning and Development Department), Ordinance Code. Section 30.104 (Functions), Part 1 (Organization), Chapter 30 (Planning and Development Department), Ordinance Code is amended to read as follows:

Chapter 30 - PLANNING AND DEVELOPMENT DEPARTMENT

PART 1. - ORGANIZATION

*** * ***

Sec. 30.104. - Functions.

(z) Coordinate with the Downtown Investment Authority Chief Executive Officer regarding planning, permitting and development Downtown. Such areas shall include, but not be limited to, the Historic Preservation Section, ~~Development Services,~~ Development of Regional Impact Coordinator, and the Bicycle/Pedestrian Coordinator.

*** * ***

Section 6. Amending Section 30.801 (Establishment; responsibilities), Part 8 (Transportation Planning Division), Chapter 30 (Planning and Development Department), Ordinance Code. Section 30.801 (Establishment; responsibilities), Part 8 (Transportation Planning Division), Chapter 30 (Planning and Development Department), Ordinance Code, is hereby amended as follows:

CHAPTER 30 - PLANNING AND DEVELOPMENT DEPARTMENT

*** * ***

PART 8. - TRANSPORTATION PLANNING DIVISION

Sec. 30.801. - Establishment; responsibilities.

There is established within the Department a Transportation Planning Division, which shall be responsible for:

1 (a)Preparation, review and updating of all short and long
2 term transportation plans for all modes, including congestion
3 management plans;

4 (b)Traffic and transit testing for concurrency and/or
5 mobility and proportionate fair share assessments;

6 (c)Coordination and review with Public Works of all
7 Proportionate Fair Share Capital Improvement Projects or
8 ~~mobility~~ Mobility Projects;

9 (d)Preparation of all transportation monitoring reports
10 (i.e. F.S. Ch. 163, Agreements for proportionate fair share,
11 development agreements, etc.);

12 (e)Review of Developments of Regional Impact, Regional
13 Activity Centers and all rezonings for transportation impacts;

14 (f)Bicycle and Pedestrian Coordinator;

15 (g)Coordination with FDOT and the regional metropolitan
16 planning organization, known as the North Florida Transportation
17 Planning Organization, on transportation issues;

18 (h)Coordination with JTA on Mass Transit issues;

19 (i)Developing CIP on transportation projects;

20 (j)Review of site plans for transportation issues;

21 (k)Review of access management issues; ~~and~~

22 (l)~~Other duties as assigned by the director.~~Management and
23 maintenance of the Concurrency system;

24 (m)Preparation, review and tracking of all Proportionate
25 Fair Share applications; and

26 (n) Other duties as assigned by the Director.

27 **Section 7. Amending Sections 32.101 (Establishment;**
28 **Director of Public Works) and 32.104 (Operations Director), Part 1**
29 **(In General), Chapter 32 (Public Works Department), Ordinance Code.**
30 Sections 32.101 (Establishment; Director of Public Works) and 32.104
31 (Operations Director), Part 1 (In General), Chapter 32 (Public Works

Department), Ordinance Code are amended to read as follows:

CHAPTER 32 - PUBLIC WORKS DEPARTMENT

PART 1. - IN GENERAL

Sec. 32.101. - Establishment; Director of Public Works.

There is established an executive department to be known as the Public Works Department. The Department shall be responsible for planning, construction and administration of all public works in the Consolidated Government. The Department shall include the Engineering and Construction Management, Right-of-Way and Stormwater Maintenance, Real Estate, Public Buildings, Development Services and ~~Solid Waste Building Inspection~~ Divisions.

* * *

Sec. 32.104. - Operations Director.

There is hereby established one position of Operations Director within the Department of Public Works. This position shall be appointed by the Mayor, subject to confirmation by the Council, and shall serve at the pleasure of the Mayor. The Operations Director shall be registered by the State of Florida as a Professional Engineer and have at least five (5) years of management or executive experience. The Operations Director shall report to the Director and shall be responsible for such management, duties and responsibilities as are assigned by the Director. The Operations Director shall have direct oversight for the Right-of-Way and Stormwater Maintenance, Mowing and Landscape Maintenance, Traffic Engineering, and Public Building ~~and Solid Waste~~ Divisions.

Section 8. Establishing Part 10 (Development Services Division) and Part 11 (Building Inspection Division), Chapter 32 (Public Works Department), Ordinance Code. Part 10 (Development Services Division) and Part 11 (Building Inspection Division), Chapter 32 (Public Works Department), Ordinance Code, are hereby established as follows:

1 CHAPTER 32 - PUBLIC WORKS DEPARTMENT

2 * * *

3 PART 10. - DEVELOPMENT SERVICES DIVISION

4 **Sec. 32.1001. - Development Services Division; Establishment;**
5 **Responsibilities.**

6 There is established within the Department a Development
7 Services Division, which shall be responsible for:

- 8 (a) Civil plan review for development projects;
9 (b) Plan review for roadway projects; City projects; FDOT
10 projects; JTA projects and privately funded projects;
11 (c) Flood plain determinations and FEMA administration;
12 (d) Plat and easement review and recordation for all projects
13 associated with roadways and development;
14 (e) Issuance of right-of-way permits;
15 (f) Development inspection;
16 (g) Right of way permits inspection;
17 (h) Review of all building permits;
18 (i) Maintaining the Land Development Procedures Manual;
19 (j) Property addressing; and
20 (k) Operation of the Zoning Counter.

21 **Sec. 32.1002. - Division Chief.**

22 The Division Chief of the Development Services Division shall
23 be the Chief, Development Services Division. The Chief, Development
24 Services Division shall have a bachelor's degree or higher from an
25 accredited college or university in urban or regional planning,
26 geography or civil engineering, community planning, architecture,
27 landscape architecture, public administration or related field and
28 at least seven years' experience in civil engineering or at least
29 five years of experience with a master's degree in any of the listed
30 fields, or ten years' experience in civil engineering with an
31 associate's degree in civil engineering or commensurate training and

1 experience, and shall have proven administrative experience. The
2 Chief shall be appointed by the Mayor and approved by the Council and
3 shall serve at the pleasure of the Mayor.

4 **PART 11. - BUILDING INSPECTION DIVISION**

5 **Sec. 32.1101. - Establishment; functions.**

6 There is created the Building Inspection Division. The Division
7 shall be responsible for the enforcement of all building, electrical,
8 plumbing, mechanical, construction and other related codes, which are
9 or may become the responsibility of the Division.

10 **Sec. 32.1102. - Division Chief.**

11 The Chief of Building Inspection shall be the Division Chief of
12 the Building Inspection Division. The Chief shall be appointed by the
13 Mayor, subject to confirmation by the Council, and shall serve at the
14 pleasure of the Mayor. The Chief shall possess a Standard Building
15 Code Administrators license, pursuant to F.S. § 468.609, and shall
16 have been employed by the building inspection component of a municipal
17 government for at least one year. A preference shall be given to
18 individuals who have had at least five years of experience as a
19 Certified Building Contractor or Certified General Contractor.

20 **Section 9. Amending Sections 34.101 (Establishment;**
21 **function) and 34.103 (Operations Director), Part 1 (Department**
22 **Established; Office of Director), Chapter 34 (Neighborhoods**
23 **Department), Ordinance Code.** Sections 34.101 (Establishment;
24 function) and 34.103 (Operations Director), Part 1 (Department
25 Established; Office of Director), Chapter 34 (Neighborhoods
26 Department), *Ordinance Code* are hereby amended to read as follows:

27 **CHAPTER 34. NEIGHBORHOODS DEPARTMENT**

28 **PART 1. DEPARTMENT ESTABLISHED; OFFICE OF DIRECTOR**

29 **Sec. 34.101. - Establishment; function.**

30 There is hereby established an executive department to be known
31 as the Neighborhoods Department. The Department shall be responsible

1 for neighborhood and housing services and regulatory compliance in
2 the Consolidated Government. The Department shall include the
3 Neighborhood Services Office, Housing and Community Development,
4 Municipal Code Compliance, ~~Environmental Quality,~~ and Mosquito
5 Control Divisions, ~~Animal Care and Protective Services Divisions,~~ and
6 ~~the Office of City Link/630-City.~~

7 * * *

8 **Sec. 34.103. - Operations Director.**

9 There is hereby established one position of Operations Director
10 within the Department of the Neighborhoods Department. This position
11 shall be appointed by the Mayor, subject to confirmation by the
12 Council, and shall serve at the pleasure of the Mayor. The Operations
13 Director shall have a four-year degree from an accredited university
14 or college, and a minimum of five years of experience in an
15 administrative or regulatory position. The Operations Director shall
16 report to the Director and shall be responsible for such management,
17 duties and responsibilities as are assigned by the Director. The
18 Operations Director shall have direct oversight for the Municipal
19 Code Compliance, ~~Environmental Quality,~~ and Mosquito Control ~~and~~
20 ~~Animal Care and Protective Services Divisions.~~

21 **Section 10. Amending Section 94.106 (Duties), Chapter**
22 **94 (Tree Commission), Ordinance Code.** Section 94.106 (Duties),
23 Chapter 94 (Tree Commission), *Ordinance Code* is hereby amended as
24 follows:

25 **CHAPTER 94. - TREE COMMISSION**

26 * * *

27 **Sec. 94.106. - Duties.**

28 In implementing the purposes under this Chapter, the
29 Commission shall have the following duties:

30 * * *

31 (1) *Appeals.*

(1) Any adversely affected property owner, permit holder or contractor regarding a subject property may appeal the decision of:

(i) The Chief of Development Services, ~~Planning and Development~~ Public Works Department, regarding the Final Assessment of Clearcutting Contribution Amount, pursuant to Section 656.1208(c)(3)(iii), Ordinance Code.

(ii) The Director of the ~~Planning and Development~~ Public Works Department, regarding a Request to Reduce Fines, pursuant to Section 656.1208(g), Ordinance Code.

* * *

Section 11. Amending Section 122.414 (Easements), Subpart A (Acquisition of Interests in Real Property), Part 4 (Real Property), Chapter 122 (Public Property), Ordinance Code. Section 122.414 (Easements), Subpart A (Acquisition of Interests in Real Property), Part 4 (Real Property), Chapter 122 (Public Property), Ordinance Code is amended to read as follows:

CHAPTER 122 - PUBLIC PROPERTY

* * *

PART 4. - REAL PROPERTY

* * *

SUBPART A. - ACQUISITION OF INTERESTS IN REAL PROPERTY

* * *

Sec. 122.414. - Easements.

(a) *Easements.* "Easement" means a nonpossessory interest in lands created by a grant or agreement that confers upon the City the limited right, liberty and privilege to use

1 the lands for a specific purpose, term and fee.

2 (b) *Easements for capital improvements.* The Real Estate
3 Division is authorized to negotiate for rights-of-way and
4 other easements necessary to undertake and complete
5 construction of capital improvements as may be required by
6 the Public Works Department ~~and the Development Services~~
7 ~~Division of the Planning and Development Department.~~

8 * * *

9 **Section 12. Amending Section 321.109 (Elevation**
10 **requirements), Chapter 321 (Adoption of Building Code), Ordinance**
11 **Code.** Section 321.109 (Elevation requirements), Chapter 321 (Adoption
12 of Building Code), *Ordinance Code*, is amended to read as follows:

13 **Chapter 321 - ADOPTION OF BUILDING CODE**

14 * * *

15 **Sec. 321.109. - Elevation requirements.**

16 The elevation requirements in this Section 321.109 were adopted
17 as local technical amendments to the Florida Building Code, 6 th
18 Edition (2017). However, it is the intent of the City that, pursuant
19 to F.S. § 553.73(5), those changes not expire with subsequent editions
20 of the Florida Building Code. The "6 th Edition (2017)" is only
21 mentioned for reference. Those changes are to be memorialized in the
22 Land Development Procedures Manual by the Development Services
23 Division of the ~~Planning and Development~~ Public Works Department. In
24 that document, the strike-out and underlined text will identify the
25 specific modifications to the Florida Building Code through the local
26 technical amendment.

27 * * *

28 **Section 13. Amending Sections 327.104 (Administration)**
29 **and 327.106 (Incentives), Chapter 327 (Sustainable Building Program),**
30 **Ordinance Code.** Sections 327.104 (Administration) and 327.106
31 (Incentives), Chapter 327 (Sustainable Building Program), *Ordinance*

Code are hereby amended as follows:

CHAPTER 327 - SUSTAINABLE BUILDING PROGRAM.

* * *

Sec. 327.104. - Administration.

* * *

(d) The ~~Planning and Development~~ Public Works Department shall provide fast track development review pursuant to Section 327.106(a). The ~~Planning and Development~~ Public Works Department Director may, upon a showing of just cause by the aggrieved party, reconsider the administrative decision to deny persons or entities access to future fast track development review pursuant to Section 327.106(a).

* * *

Sec. 327.106. - Incentives.

The incentives contained in this Section are intended to encourage the construction of sustainable buildings. For any program participant seeking sustainable building certification for new residential or commercial construction, residential or commercial retrofitting/remodeling or new City-owned buildings, the following incentives shall be made available:

(a) *Fast track development review:*

* * *

(5) Applicants who obtain priority status pursuant to this Section shall provide proof of sustainable building certification to the Department within 180 days of construction completion, as defined by Certificate of Occupancy issue date. Application forms for sustainable building certification and agreements with property owners or developers seeking priority status may provide that

property owners or developers who obtain priority status but fail to obtain sustainable building certification may be denied future priority status by the Director of the ~~Planning and Development~~ Public Works Department.

* * *

Section 14. Amending Section 328.110 (Repairs; Corrective Action Report), Chapter 328 (Milestone Inspection Regulations), Ordinance Code. Section 328.110 (Repairs; Corrective Action Report), Chapter 328 (Milestone Inspection Regulations), *Ordinance Code*, is amended to read as follows:

Chapter 328 - MILESTONE INSPECTION REGULATIONS

* * *

Sec. 328.110. - Repairs; Corrective Action Report.

Based on the recommendations in the Phase One report, any repairs determined to be required by the inspector must be permitted within six months and the repairs must be completed within 18 months. The permit application shall include a direct reference to the Phase One Inspection Report and the page and item or paragraph number of the repair being permitted. A copy of the Inspection Report page marking the noted repair item shall be submitted with the permit application.

Based on the recommendations in the Phase Two report, all required repairs must be permitted in 90 days and completed within one year. The permit application shall include a direct reference to the Phase Two Inspection Report including the page and item or paragraph number of the repair being permitted. A copy of the Inspection Report page marking the noted repair item shall be submitted with the permit application.

Following the completion of any repairs from either the Phase One or Phase Two Inspection Report, the Inspector and Association shall sign a Completion of Corrective Action Report to the Building

1 Inspection ~~Department~~ Division through the ~~Department's~~ Division's
2 permitting system.

3 **Section 15. Amending Sections 380.101 (Purpose, intent**
4 **and findings), 380.102 (Definitions), 380.105 (Director, Chief of the**
5 **Solid Waste Division, Chief of the Environmental Quality Division,**
6 **Director of Planning and Development and the Florida Department of**
7 **Health in Duval County recommendations), 380.106 (Council procedure),**
8 **380.107 (Issuance of certificate) and 380.109 (Correction of**
9 **violations), Part 1 (Certificate of Public Convenience and**
10 **Necessity), Section 380.509 (Enforcement authority), Part 5**
11 **(Recycling Program), and Section 380.603 (Definitions), Part 6**
12 **(Nonresidential Solid Waste Collection and Transportation**
13 **Franchises), Chapter 380 (Solid Waste Management), Ordinance Code.**
14 Sections 380.101 (Purpose, intent and findings), 380.102
15 (Definitions), 380.105 (Director, Chief of the Solid Waste Division,
16 Chief of the Environmental Quality Division, Director of Planning and
17 Development and the Florida Department of Health in Duval County
18 recommendations), 380.106 (Council procedure), 380.107 (Issuance of
19 certificate) and 380.109 (Correction of violations), Part 1
20 (Certificate of Public Convenience and Necessity), Section 380.509
21 (Enforcement authority), Part 5 (Recycling Program), and Section
22 380.603 (Definitions), Part 6 (Nonresidential Solid Waste Collection
23 and Transportation Franchises), Chapter 380 (Solid Waste Management),
24 *Ordinance Code* are hereby amended as follows:

25 **CHAPTER 380 - SOLID WASTE MANAGEMENT**

26 **PART 1. - CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY**

27 **Sec. 380.101. - Purpose, intent and findings.**

28 * * *

29 (b) *Findings.* The City of Jacksonville has been
30 delegated the responsibility and power to provide
31 for the operation of an integrated solid waste

disposal system to meet the needs of all incorporated and unincorporated areas of the County. One of the first steps necessary in carrying out that responsibility is the creation of an inventory of solid waste disposal or management facilities capable of helping the City meet its responsibility. A certificate of public convenience and necessity pursuant to this Chapter shall indicate resource availability to the City's ~~Director of Public Works~~ Department Manager of the Office of Administrative Services who is responsible for designation under Chapter 386, Ordinance Code.

Sec. 380.102. - Definitions.

As used in this Part:

* * *

Director means the Manager of the Office of Administrative Services ~~Director of the Public Works Department~~.

* * *

Sec. 380.105. - Director, Chief of the Solid Waste Division, Chief of the Environmental Quality Division, Director of Planning and Development and the Florida Department of Health in Duval County recommendations.

For initial applications as described in Section 380.104:

* * *

(d) The ~~Director of Public Works~~ Manager of the Office of Administrative Services shall review the application and the site and shall consider in his/her report and recommendation:

* * *

Sec. 380.106. - Council procedure.

For initial applications as described in Section 380.104, City

1 Council approval shall be required prior to a solid waste
2 management facility beginning operation. The following procedures
3 shall apply:

4 After receipt of reports and recommendations, but no more than
5 90 days after the application is complete, the Council Secretary
6 shall notify the Council President. The Council President shall
7 immediately introduce a resolution to grant the applicant a
8 certificate. The introduction shall be styled "Introduced by the
9 Council President pursuant to Chapter 380." The Council Secretary
10 shall schedule a public hearing before the City Council committee
11 to which matters regarding public utilities are referred in
12 accordance with the following:

- 13 (a) The Council Secretary shall provide at least 20 days'
14 notice of the hearing to be given by mail to the
15 applicant and to holders of outstanding certificates
16 under this Part. The ~~Public Works Department~~ Solid Waste
17 Division shall be responsible for providing a list of the
18 names and addresses of all outstanding certificate
19 holders to the Council Secretary.

20 * * *

21 **Sec. 380.107. - Issuance of certificate.**

22 * * *

- 23 (b) Nothing in this Chapter or Chapter 386 shall prohibit the
24 ~~Department of Public Works~~ Solid Waste Division from
25 issuing a request for proposal for a solid waste disposal
26 or management facility within Duval County and thereafter
27 presenting the recommended proposal, application for
28 certificate of public convenience and necessity,
29 Director's designation, and recommended service agreement
30 simultaneously for review and action by the Jacksonville
31 City Council.

* * *

Sec. 380.109. - Correction of violations.

(a) The ~~Director of Public Works Department~~ Manager of the Office of Administrative Services shall have the remedies provided in the Health Code, Section 460.106, Ordinance Code, to correct or cause to be corrected a violation of this Part that constitutes a sanitary nuisance.

* * *

PART 5. - RECYCLING PROGRAM

* * *

Sec. 380.509. - Enforcement authority.

(a) ~~The Director of Solid Waste and Resource Management~~ Manager
of the Office of Administrative Services shall have the
authority to enforce the provisions of this Part. This
authority shall be in addition to the authority granted to
police officers pursuant to this Code.

(b) The ~~Director of Solid Waste and Resource Management~~ Manager of the Office of Administrative Services may designate code enforcement officers to enforce the provisions of this Part under Chapter 91, Ordinance Code. Monies derived from the fines imposed and levied by the Municipal Code Enforcement Board for violations of this Part which are in excess of the amount necessary to fund the overhead, staff support and other necessary expenses attributable to enforcement of this Part, shall be deposited in the operating account of the ~~Solid Waste and Resource Management Department~~ Solid Waste Division.

* * *

PART 6. - NONRESIDENTIAL SOLID WASTE COLLECTION AND TRANSPORTATION
FRANCHISES

* * *

1 **Sec. 380.603. - Definitions.**

2 The definitions in Section 380.102, Ordinance Code, apply to
3 this Part unless otherwise indicated. Additionally, the following
4 terms listed in alphabetic order, where used in this Part, shall
5 have the meanings ascribed to them in this Section, unless
6 different meanings are clearly indicated by the context. When not
7 inconsistent with the context, words, used in the present tense
8 include the future, words in the plural include the singular, and
9 words in the singular include the plural. The word "shall" is
10 always mandatory.

11 * * *

12 *City Department* means the ~~Public Works Department~~ Office of
13 Administrative Services.

14 * * *

15 *Director* means the ~~Director of Public Works Department~~ Manager
16 of the Office of Administrative Services.

17 * * *

18 **Section 16. Amending Section 382.102 (Definitions), Part 1**
19 **(General), Section 382.304 (Filing of applications), Part 3**
20 **(Selection of Waste Collection and Disposal Service Areas and**
21 **Contractors), Section 382.503 (Discontinuation of Service;**
22 **collection), Part 5 (Solid Waste Service Fee), Chapter 382 (Waste**
23 **Collection and Disposal Service by Contractors and City), Ordinance**
24 **Code.** Section 382.102 (Definitions), Part 1 (General), Section
25 382.304 (Filing of applications), Part 3 (Selection of Waste
26 Collection and Disposal Service Areas and Contractors), Section
27 382.503 (Discontinuation of Service; collection), Part 5 (Solid Waste
28 Service Fee), Chapter 382 (Waste Collection and Disposal Service by
29 Contractors and City), *Ordinance Code* are hereby amended to read as
30 follows:

31 **Chapter 382 - WASTE COLLECTION AND DISPOSAL SERVICE BY CONTRACTORS**

1 AND CITY

2 PART 1. - GENERAL

3 * * *

4 Sec. 382.102. - Definitions.

5 As used in this Chapter:

6 * * *

7 (e) *Department* means the Solid Waste and Resource
8 ~~Management Department~~ Division.

9 * * *

10 PART 3. - SELECTION OF WASTE COLLECTION AND DISPOSAL SERVICE AREAS
11 AND CONTRACTORS

12 * * *

13 Sec. 382.304. - Filing of applications.

14 * * *

15 (b) Applications shall be delivered to the Procurement
16 Division no later than 5:00 p.m. on the date
17 specified in the notice and, upon receipt, shall
18 immediately be delivered by the Procurement Division
19 to the Council Secretary with a copy to the ~~Director~~
20 ~~of Public Works~~ Manager of the Office of
21 Administrative Services or his designee.

22 * * *

23 PART 5. - SOLID WASTE SERVICE FEE

24 * * *

25 Sec. 382.503. - Discontinuation of Service; collection.

26 If the solid waste service fees set forth herein are not paid
27 when due, the ~~Director of Public Works~~ Manager of the Office of
28 Administrative Services or designee may, after notification to the
29 owner or occupant, order the discontinuation of service to the
30 premises by the contractor or City, as the case may be. The City
31 may also utilize all other methods for collection of unpaid service

1 charges as may be appropriate. If the uniform method of ad valorem
2 assessment collection is used, the failure to pay appropriate fees
3 may result in a tax certificate and the ultimate loss of the
4 property.

5 **Section 17. Amending Section 386.103 (Definitions), Part 1**
6 **(General Provisions), Chapter 386 (Waste Flow Control), Ordinance**
7 **Code.** Section 386.103 (Definitions), Part 1 (General Provisions),
8 Chapter 386 (Waste Flow Control), *Ordinance Code*, is hereby amended
9 to read as follows:

10 **CHAPTER 386 - WASTE FLOW CONTROL**

11 **PART 1. - GENERAL PROVISIONS**

12 * * *

13 **Sec. 386.103. - Definitions.**

14 As used or referred to in this Chapter, unless the context
15 otherwise requires:

16 * * *

17 (p) *Director* means the ~~Director of Public Works Department~~
18 Manager of the Office of Administrative Services.

19 * * *

20 **Section 18. Amending Section 518.213 (Drainage not in compliance**
21 **with approved plans or which creates a public nuisance; enforcement**
22 **by Planning and Development Department), Part 2 (Improved or**
23 **Unimproved Lots and Exterior Conditions of Residential and Commercial**
24 **Properties), Chapter 518 (Jacksonville Property Safety and**
25 **Maintenance Code), Ordinance Code.** Section 518.213 (Drainage not in
26 compliance with approved plans or which creates a public nuisance;
27 enforcement by Planning and Development Department), Part 2 (Improved
28 or Unimproved Lots and Exterior Conditions of Residential and
29 Commercial Properties), Chapter 518 (Jacksonville Property Safety and
30 Maintenance Code), *Ordinance Code* is hereby amended to read as
31 follows:

1 **CHAPTER 518. JACKSONVILLE PROPERTY SAFETY AND MAINTENANCE CODE**

2 *** * ***

3 **PART 2. - IMPROVED OR UNIMPROVED LOTS AND EXTERIOR CONDITIONS OF**
4 **RESIDENTIAL AND COMMERCIAL PROPERTIES**

5 *** * ***

6 **Sec. 518.213. - Drainage not in compliance with approved plans or**
7 **which creates a public nuisance; enforcement by ~~Planning and~~**
8 **~~Development~~ Public Works Department.**

9 (a) It shall be a violation of this subsection for any
10 property owner, developer or contractor to alter the
11 drainage from a plan or permit that has been approved by
12 the ~~Planning and Development~~ Public Works Department,
13 Development Services Division or the Building Inspection
14 Division.

15 (b) It shall also be a separate violation of this subsection
16 for any property owner, developer or contractor to alter
17 the pre-existing flow of stormwater or surface water from
18 a development, property or construction activity to
19 create a nuisance on off-site, downgradient properties.

20 This subsection may be enforced in any manner authorized in
21 this Chapter by the ~~Planning and Development~~ Public Works
22 Department, Chief of the Development Services Division, who
23 shall have all powers and authority provided in Subparts C and
24 D, Part 1 of this Chapter. Additionally, the Chief shall be
25 empowered to issue a stop-work order to halt all development
26 activities on a site whenever a violation of this subsection
27 is found. The Chief is authorized to enter into consent orders
28 and compliance plans to administratively resolve violations or
29 alleged violations.

30 **Section 19. Amending Section 652.1102 (Subdivision plats),**
31 **Part 11 (Flood Resistant Development - Subdivisions), Chapter 652**

(Floodplain Management), Ordinance Code. Section 652.1102 (Subdivision plats), Part 11 (Flood Resistant Development - Subdivisions), Chapter 652 (Floodplain Management), Ordinance Code is hereby amended to read as follows:

CHAPTER 652. FLOODPLAIN MANAGEMENT

*** * ***

PART 11. - FLOOD RESISTANT DEVELOPMENT - SUBDIVISIONS

*** * ***

Sec. 652.1102. - Subdivision plats.

Where any portion of a proposed subdivision, including townhomes platted as individual fee simple lots, and manufactured home parks and subdivisions, lies within a flood hazard area, the following shall be required:

(a) In the General Notes, state the following:

"At the time of recordation of this plat, all or portions of the platted lands herein were in a Special Flood Hazard Area ("SFHA"). This plat is not the source of Federal Emergency Management Agency ("FEMA") information. Inquiries relating to FEMA information, Flood Insurance Rate Maps ("FIRM"), or other floodplain management documents should be made to the City of Jacksonville's Department of ~~Planning and Development~~ Public Works, Development Services Division."

*** * ***

Section 20. Amending Section 654.106 (Definitions), Section 654.108 (Approval of preliminary site plan; procedures for approval of preliminary and final engineering plans for required improvements), Section 654.111 (Design standards: streets), Section 654.115 (Design standards: access to the public right-of-way), Section 654.123 (Design standards: entry sign), Section 654.134

(Utility lines), Section 654.136 (Director to enforce and administer), Section 654.137 (Deviations), and Section 654.142 (Subdivision standards and policy advisory committee), Chapter 654 (Code of Subdivision Regulations), *Ordinance Code*. Chapter 654 (Code of Subdivision Regulations), *Ordinance Code* is hereby amended as follows:

CHAPTER 654 - CODE OF SUBDIVISION REGULATIONS.

* * *

Sec. 654.106. - Definitions.

* * *

Conditional Capacity Availability Statement (CCAS) means the official document issued by the City through the Concurrency and Mobility Management System Office (CMMSO) which precedes the review of an application for a CRC and which constitutes the issuance of reserve capacity or a statement of those conditions which must be fulfilled prior to the issuance of reserve capacity as to the public facilities listed in Section 655.112, *Ordinance Code*.

Department means the ~~Planning and Development~~ Public Works Department.

Developer means a person or his duly authorized agent who undertakes the subdivision of land as defined herein. The term *developer* includes the term *subdivider*.

Development has the same meaning as described in Section 656.1601, *Ordinance Code*, which is "any proposed material change in the use or character of the land, including, but not limited to, land clearing associated with new construction, the placement of any structure or site improvement on the land, or expansion of existing buildings."

1
2 *Director* means the Director of ~~Planning and Development~~ Public
3 Works or his or her designee.

4 * * *

5 *Land Development Procedures Manual* means the procedures and
6 criteria contained in the document sometimes referred to as the
7 "Redbook" produced by the Subdivision Standards and Policy Advisory
8 Committee in conjunction with the Planning and Development
9 Department, the Public Works Department, the JEA, the Office of the
10 General Counsel and the private sector in order to assist in the
11 development of land within the City of Jacksonville. These
12 procedures and criteria, including the design specifications
13 quoted, are adopted and approved as provided in Chapter 654 of the
14 Jacksonville Ordinance Code to be used by the Planning and
15 Development Department, the ~~Engineering Division of the~~ Public
16 Works Department, and the JEA in review and approval of permit
17 applications and development construction plans.

18 * * *

19 *Street* means a travel way which affords the principal means of
20 vehicular access to abutting property regardless of the term, such
21 as *lane* or *way*, used to describe it.

22 * * *

- 23 (7) *Private street* means a privately owned or controlled and
24 maintained drive, street, road, lane, not accepted by the
25 City of Jacksonville as a public road, which provides the
26 primary means of vehicular ingress and egress from a
27 public road to two or more dwelling units, lots, parcels,
28 tracts, or principal buildings, whether created by a
29 private right-of-way, easement, plat, or other device and
30 which has been approved by the Director and appears on
31 the Approved Private Streets List kept by the Director of

~~Public Works~~ as an approved private street.

* * *

Sec. 654.108. - Approval of preliminary site plan; procedures for approval of preliminary and final engineering plans for required improvements.

* * *

(b) Concurrency reservation certificate (CRC). Prior to filing for preliminary site plan approval or submitting for preliminary engineering approval, the applicant shall submit engineering plans, and other measuring documents to the Planning and Development Department's Concurrency and Mobility Management System Office for review and issuance of a Conditional Capacity Availability Statement (CCAS) or a Concurrency Reservation Certificate (CRC) pursuant to Ordinance Code Chapter 655. Prior to final engineering review, the applicant shall convert a CCAS to a CRC. Note: the applicant should familiarize himself in advance with the concurrency process so as to streamline the overall review and approval procedure and ascertain potential vested rights.

* * *

Sec. 654.111. - Design standards: streets.

* * *

(j) Upon the specific approval of the Department, areas shown on plats for streets, highways and alleys shall not be required to be dedicated to the public if the developer, on the plat, grants a nonexclusive and perpetual right of ingress and egress over and across such streets, highways and alleys to owners of lots shown on the plat and to delivery, pickup and fire protection services, police and other authorities of the law, United States mail

1 carriers, representative of utilities authorized to serve
2 the lands shown on the plat and holders of mortgage liens
3 on the lands shown on the plat. In addition, the ~~Planning~~
4 ~~and Development~~ Department may waive other requirements
5 herein that parks, parkways, easements, commons or other
6 places included within the plat be dedicated to the
7 public. With respect to private streets so approved the
8 following additional standards and regulations shall
9 apply:

10 (1) At an intersection where the private street
11 intersects or connects with a public street, the
12 Department ~~of Public Works~~ shall erect, at the
13 developer's expense, a sign showing the private
14 street name and indicating that the street is a
15 private street. The quality of the sign, the size of
16 the lettering and the method of mounting shall
17 conform to the standards being used for marking City
18 streets at the time of erection. Street name signs
19 must also be erected by the developer at the
20 intersection of a private street with another
21 private street.

22 (2) Ownership, and responsibility for maintenance of
23 private streets, shall be vested jointly in the
24 abutting landowners or in the name of an association
25 comprised of all owners or property within the plat,
26 or such other form of ownership approved by the
27 Office of General Counsel, ~~the Department~~ and the
28 ~~Public Works~~ Department. Retention of ownership of a
29 private street by the developer shall not be
30 permitted unless he is the sole owner of all
31 abutting properties and agrees that any property

1 abutting the private street which may be conveyed to
2 others in the future will include conveyance of a
3 nonexclusive easement for ingress and egress over
4 such private street by deed recorded in the public
5 records.

6 (3) The documentation/instrumentation for homeowners
7 associations shall be submitted to the Department
8 and the Office of General Counsel for review and
9 approval.

10 (4) Private street names shall be submitted to the
11 Director ~~or the Planning and Development Department~~
12 for approval and shall comply with the City's
13 classification system.

14 (5) The requirement for paving, curb and gutters, and
15 sidewalks, may be waived by the Department on
16 private streets which are in an area that is not
17 projected to be urbanized in the Comprehensive Plan,
18 provided the following conditions exist:

19 (i) The street serves not more than six lots, each
20 of which contains not less than 1½ acres; and

21 (ii) Such street has a graded stabilized travel
22 surface not less than 20 feet wide with
23 roadside swales or ditches or provide positive
24 drainage.

25 (6) In all instances, a private street shall connect to
26 a public street directly or by another private
27 street constructed under the provisions of this
28 Chapter or the former Chapter 730, Ordinance Code.

29 (7) The Director is authorized to disapprove a private
30 street approved pursuant to this Chapter or the
31 provisions of former Chapter 730, Ordinance Code,

1 and to remove the street from the list of approved
2 private streets when, in the opinion of the
3 Director, the street fails to be properly
4 maintained. When a private street is removed from
5 such list, it may be reinstated on the list of
6 approved private streets upon compliance with all
7 requirements established by the Director and
8 certification by the City Engineer, subsequent to
9 inspection of the private street, or full compliance
10 with all such requirements.

- 11 (8) No person shall sell land abutting a private street
12 unless the prospective buyer has been given the
13 following notice in writing, which notice shall be
14 recorded in the public records of Duval County,
15 Florida, as part of the deed or other instrument of
16 conveyance which transfers the real property
17 interest in the lands abutting the private street:

18 TO: _____

19 The property at _____ which is the subject of this
20 conveyance, abuts a private street which is owned
21 and maintained by _____. The construction and
22 maintenance of such private street is the
23 responsibility of the owners. The City of
24 Jacksonville will not maintain this private street
25 under any condition, other than to relieve an unsafe
26 condition as provided in the Ordinance Code. In the
27 event the City of Jacksonville determines the
28 necessity to pave or otherwise improve this private
29 street, all abutting owners will be responsible for
30 a pro-rata share of the total cost of such
31 improvements, according to the amount of front

footage of property abutting upon the private street in the proportion that each property bears to the total front footage of all such property abutting them.

(k) Dead-end streets, designed to be so permanently, shall be prohibited except when designed as cul-de-sacs. The streets are limited to 1,000 feet in length; however, the ~~Planning and Development~~ Department may approve cul-de-sacs of greater lengths where, due to topographical or environmental conditions, design consideration or the number of lots to be located on the street, a greater length is deemed necessary. They shall be provided at the closed end with a circular dedicated area with a diameter of not less than 90 feet at the property line and not less than 60 feet at the edge of the pavement. There may be provided in the center of the turnaround an unpaved island, surrounded by a curb, improved with grass and landscaping that will not interfere with sight distance, which has a diameter or not less than 20 feet. The Department may permit a "Y" or "T" design of proper size for vehicular turnaround. In those cases where dead-end streets are intended to be extended in the later stages of the subdivision as revealed by the preapplication material, temporary turnarounds shall be provided at the present ends of those streets within the right-of-way areas required for those streets.

(l) Street names and house numbers shall conform to the street naming and house numbering plan of the City. New street names shall not duplicate or closely approximate phonetically, in spelling or by use of alternate suffixes such as lane, way, drive, court avenue or street the

names of existing streets, except that a new street that is an extension of or in alignment with an existing street shall bear the same name as that borne by an existing street. The Department shall, within ten days of conditional approval of the preliminary plat, assign or cause assignment of house numbers on all lots.

(m) Street grades shall be determined in relation to the drainage installations for the subdivision. Plans for these designs (plans and profile) shall be approved by the Director. The plans shall be designed and drawn in accordance with City standards. Elevations shall be based on the North American Vertical Datum - 1988.

(n) The City shall require all new or reconstructed streets to include bicycle facilities. Bicycle facilities shall meet the design standards in the City Standard Details, Land Development Procedures Manual, and Policy 4.1.1 of the Transportation Element of the City's 2030 Comprehensive Plan.

(o) All new local streets in a residential subdivision that are adjacent and provide access to lots that are of a size allowed in a Residential Low Density - 60 ("RLD-60") zoning district or smaller, including lots of that size or smaller within a Planned Unit Development ("PUD") District, shall have a minimum paving width of 24 feet, not including curb and gutter. The paving width may be reduced to 20 feet if any of the following conditions are met for that section of the road:

(1) The land is zoned as a Traditional Neighborhood Development ("TND") District, and an alley is provided relative to the street, then the dimensions for TND roadways shall apply;

- (2) A minimum of five on-site parking spaces, measured pursuant to Section 656.607, Ordinance Code, are provided on each lot;
- (3) A minimum of one off-site parking space for every three lots is provided no further than 300 feet away from the furthest lot; or
- (4) At least one side of the road shall be designated as "No Parking" with either signs, striping, curb painting, or a combination thereof, as approved by the ~~Planning and Development~~ Department.

* * *

Sec. 654.115. - Design standards: access to the public right-of-way.

The following requirements shall be met when providing access to residential and nonresidential parcels.

* * *

- (b) *Access for corner lots.* Access for corner lots or parcels shall be located the greatest distance from the corner commensurate with property dimensions. For roadways having a functional classification of collector or higher, access shall not be less than 150 feet from the geometric centerline of intersecting roadways, 100 feet from the outside through lane, or commensurate with property dimensions, where the lot frontage is insufficient to meet these requirements, subject to the approval of the Traffic Engineering Division and the ~~Planning and Development~~ Department ~~(PDD)~~.
- (c) *Driveway entrance.* Three or more driveways from an arterial or collector shall not be permitted for a

1 single site unless otherwise authorized by the
2 Traffic Engineering Division ~~and the Planning and~~
3 ~~Development Department (PDD)~~. Existing sites having
4 three or more approaches from a particular street
5 shall be required to eliminate the excess drives or
6 convert the excess drives to right-turn-only
7 accesses or egresses at such time as application is
8 made to the City for any change in land use, zoning
9 or increase in gross leasable square footage. Final
10 acceptance of revised driveway approaches shall be
11 subject to the approval of the Traffic Engineering
12 Division ~~and the JPDD~~, or the appropriate authority.

13 * * *

14 (e) *Access to residential parcels with frontage on two*
15 *or more roadways.* Access to new residential parcels
16 with frontage along two or more roadways shall be
17 limited to access from the roadway with the lower
18 functional class, or the lower average daily traffic
19 inclusive of development traffic for roadways of the
20 same functional class, unless it can be demonstrated
21 in a traffic study submitted to the Director, or his
22 or her designee that such access restriction would:

- 23 (1) Present a safety hazard,
24 (2) Cause undue congestion or delay on adjacent
25 road facilities,
26 (3) Cause environmental degradation, or
27 (4) Hinder adequate traffic circulation.

28 The City shall require that access to new single-
29 family residential parcels with frontage along two
30 or more roadways be located in accordance with the
31 following parameters:

1. If the roadways are of differing functional classes, then access to the parcel shall be provided from the roadway with the lower functional class only,
2. If the roadways are of the same functional class, then access shall be provided as follows:
 - a. If one of the roadways is unimproved, access to the parcel may be provided from the improved roadway;
 - b. In the case of redevelopment of existing parcels, from the roadway where the prevailing pattern of existing driveways are located; or
 - c. In the case of new subdivisions where no pattern currently exists, on the roadway with the lower average daily traffic (ADT) inclusive of development traffic.
3. Driveways should be on the same road on which the parcel is addressed and the front door of the home is located, except in the case of an entirely new planned unit development or traditional neighborhood development where rear entry drives are expressly contemplated.

The above parameters shall be followed unless it can be demonstrated in a professional traffic study submitted for review and approval to the Traffic Engineering Division ~~and the JPDD~~, and with which the City staff agrees, that such access restrictions would either:

* * *

(f) *Access to commercial and office use parcels.* The Council finds that improvement of traffic circulation within and between office and commercial parcels of similar intensity along collector or higher functionally classified roadways is in the public interest for both the convenience and safety of the public on the roads and within the parcels. The Council further finds that rights of private property owners are of interest and should be balanced against the public interest in improvement of traffic circulation. To that end, the following provisions shall be observed when providing access to commercial and office use parcels, other than those within the Commercial Central Business District ("CCBD"), or as excepted herein:

(1) Where a commercial or office use development abuts or contains a designated collector or higher functionally classified roadway, a cross-access drive, lane or way ("cross-access") shall be constructed to connect the properties adjacent to the collector or higher functionally classified roadway in order to provide for interconnectivity of traffic flow through and along parking lots and access roads leading to and from adjacent commercial or office use developments without the need to access the collector or higher classified roadway.

(A) If the adjacent site is developed and, in the opinion of the ~~Planning and Development~~ Department, cross-access is

feasible, the owner or developer shall design and build the appropriate cross-access to the property line of the adjacent parcel.

(B) If the adjacent site is developed, but in the opinion of the ~~Planning and Development~~ Department, cross-access is not feasible at this time, the owner or developer shall design and designate on the site plan the location of future cross-access, but will not be required to construct the cross-access at the time of initial site development. The owner shall commit, in writing, to construct and allow cross-access at such time as the City determines that cross-access is feasible and desirable.

* * *

(g) *Access to newly developed and redeveloped parcels, other than parcels zoned for or used for single-family dwellings, with frontage on two or more roadways.* Access to newly developed and redeveloped parcels with frontage along two or more roadways, other than parcels zoned for or used for single-family dwellings, shall be limited in order to protect performance of the City's transportation network. Access shall be limited to one per roadway with access from the higher functional class roadway or roadway with the higher average daily traffic (ADT) being limited to right turn-in/right turn-out only. However, exemptions from these requirements

1 may be granted by the ~~Traffic Engineering Division~~
2 ~~and the JPDD Director~~ where factors justify the
3 exemptions. Factors to be taken into consideration
4 for exemptions may include, but are not limited to:
5 parcel size and road frontage; projected trip
6 generation of a development; safety and congestion
7 hazards; potential for delay on adjacent road
8 facilities; environmental degradation; adequate
9 traffic circulation; and/or elimination of existing
10 access points.

11 The ~~Traffic Engineer~~ Director ~~and the JPDD~~ shall
12 require a written statement of justification, along
13 with any supporting documentation deemed necessary,
14 from the applicant to determine if an exemption is
15 warranted. The applicant's justification must
16 demonstrate a need for the exemption and how
17 granting of the exemption will not hinder the
18 overall goal of protecting the performance of the
19 City's transportation network.

20 * * *

21 **Sec. 654.123. - Design standards: entry sign.**

22 A sign up to 24 square feet in area identifying the name of
23 the subdivision development shall be permitted pursuant to Section
24 656.1303, Ordinance Code at the entry to developments in public
25 rights-of-way and approved private roads as recognized by the
26 ~~Public Works~~ Department and upon approval from the Department.

27 * * *

28 **Sec. 654.134. - Utility lines.**

29 Utility lines of all kinds, including those of franchised
30 utilities, electric power and light, telephone and telegraph, cable
31 television, water, sewer and gas shall be constructed and installed

1 beneath the surface of the ground unless it is determined by the
2 JEA or ~~Public Works Department~~ and Department that soil,
3 topographical or another compelling condition makes the underground
4 installation of the utility lines as prescribed herein unreasonable
5 or impracticable. The underground installation of incidental
6 appurtenances such as transformer boxes, pedestal-mounted terminal
7 boxes, meter boxes for electricity or similar service hardware
8 necessary for the provision of electric and communication utilities
9 shall not be required. Below-ground-level installation shall not be
10 required of the electric and communication major feeder or
11 transmission lines which serve more than one residential
12 subdivision. The placement, installation and maintenance of utility
13 lines shall be in conformance with the respective utility company's
14 construction procedures as approved by the Department. The
15 developer shall make the necessary cost and other arrangements,
16 including easements, for the underground installation with each of
17 the persons furnishing the utility services involved. In
18 subdivisions of less than 12 lots or where the density of
19 development is less than one dwelling an acre, the Department may
20 waive the requirement for underground installation if the service
21 to an adjacent area is overhead and no further development of the
22 proposed subdivision is contemplated. This Section shall not apply
23 to resubdivisions of areas already developed, if the resubdivision
24 will not require material and substantial changes in utility lines
25 or accessory installation.

26 * * *

27 **Sec. 654.136. - Director to enforce and administer.**

28 * * *

- 29 (e) Upon completion of all of the elements of the work in
30 accordance with these regulations and the plans and
31 specifications, the Director shall issue a certification

1 that the work has been acceptably completed and furnish
2 copies of the certification to the developer, the
3 developer's engineer, the Council and the ~~Planning and~~
4 ~~Development~~ Department. Upon issuance of the certificate,
5 the surety bond, personal bond with letter of credit or
6 cash deposit of the developer shall be released, if as
7 built construction plans have been delivered to and
8 approved by the Director.

9 **Sec. 654.137. - Deviations.**

10 * * *

11 (d) *Sidewalk deviations.* The Director may require a
12 transportation study to substantiate deviations from the
13 general requirements.

14 (1) *Construction waiver and payment into Sidewalk*
15 *Fund.* For good cause, the Director may grant a
16 waiver, in areas other than Downtown as defined
17 in Sec. 656.301, Subpart H, Ordinance Code, from the
18 requirement to construct a sidewalk at the lot to be
19 developed if an application is made, and approved,
20 for payment into the In-Lieu Sidewalk Program as
21 outlined in the LDPM. This Program is not to be used
22 if the construction of a sidewalk in that location
23 is merely more expensive than a typical sidewalk. An
24 application should only be approved if construction
25 of a sidewalk in that location is not feasible due
26 to unforeseen or uncontrollable situations as
27 outlined in the LDPM. If the application is
28 approved, the developer shall contribute the
29 calculated amount of the sidewalk into the Sidewalk
30 Construction Special Revenue Fund (the "Sidewalk
31 Fund") pursuant to Sec. 111.550, Ordinance Code. If

1 construction of the sidewalk is not feasible at that
2 time, or the need is not immediately foreseeable,
3 then a deferral may be explored.

4 (2) *Deferrals.* For residential infill lots only, the
5 Director may grant a deferral, in areas other than
6 Downtown as defined in Sec. 656.301, Subpart H,
7 Ordinance Code, for the construction of a required
8 sidewalk until such time as sidewalks are needed for
9 the lot (or lots) that are being developed or
10 redeveloped.

11 (A) The Director shall determine when sidewalks
12 are needed based on the growth of the area
13 surrounding the development.

14 (B) A deferral granted pursuant to this subsection
15 requires the developer to execute an Agreement
16 for Sidewalk Deferral (the "Agreement")
17 prepared by the Office of General Counsel,
18 which shall identify the property that is the
19 subject of the deferral. The developer shall
20 record the Agreement in the official records
21 of Duval County and shall forward a recorded
22 copy to ~~the Department,~~ the Office of General
23 Counsel, ~~and the Department of Public Works.~~
24 No Certificate of Occupancy shall be issued
25 until the Department receives the recorded
26 Agreement.

27 * * *

28 **Sec. 654.142. - Subdivision standards and policy advisory**
29 **committee.**

30 (a) The Subdivision Standards and Policy Advisory Committee
31 (hereinafter referred to as the Committee) is hereby

created to review and revise standards and policy to implement the objectives of this Chapter and advise the appropriate Council committee of its decisions, with respect to any issues concerning land development except traffic engineering and roadway design issues, including sidewalks, bicycle lanes, multi-use paths or disability access on such facilities. The Committee shall be composed of ten members. Five members shall be appointed by the Mayor, subject to confirmation by the Council. These members shall be composed of a representative of the home-building industry, a representative of the engineering profession, representative of the land developers, a representative of the land surveying profession and a representative of the Underground Utility Contractor profession. The remaining five members shall be the following, or their designee:

- (1) Chief-Community Planning Division of the Planning and Development Department;
- (2) Chief-Environmental Quality Division of the ~~Neighborhoods Department~~Office of Administrative Services;

* * *

Section 21. Amending Section 655.111 (Concurrency Reservation Certificate application process and review procedures), Part 1 (General Provisions), Chapter 655 (Concurrency and Mobility Management System), Ordinance Code. Section 655.111 (Concurrency Reservation Certificate application process and review procedures), Part 1 (General Provisions), Chapter 655 (Concurrency and Mobility Management System), *Ordinance Code* is amended to read as follows:

CHAPTER 655 - CONCURRENCY AND MOBILITY MANAGEMENT SYSTEM

PART 1. - GENERAL PROVISIONS

* * *

Sec. 655.111. - Concurrency Reservation Certificate application process and review procedures.

* * *

(b) *Conditional Capacity Availability Statement (CCAS) application procedures and review process.* An applicant may make an application for a CCAS. An applicant for a CCAS shall file a completed application with the CMMSO on the form provided by that office. The applicant shall provide all the information requested on the application, to the extent applicable. The application shall be accepted by the CMMSO only if the application is completed in full and submitted with all supplementary information required. Prior to filing the application, the applicant is encouraged to meet with the CMMSO staff or the staff of any reviewing division to discuss the application. Upon the payment of the application fee to the Tax Collector, copies of the application shall be transmitted immediately to each reviewing division. The acceptance of an application for a CCAS shall constitute the issuance of reserve capacity as to those public facilities, except for Motorized and Non-motorized public transportation facilities, for which there is free capacity on the date of acceptance of the application. Each reviewing division shall review the application for compliance with level of service standards according to the methodologies and criteria set forth in the Concurrency and Mobility Management System Handbook

for Jacksonville, Florida.

(1) Reviews shall be performed as follows:

(i) JEA: potable water and sanitary

(ii) Solid Waste Division, ~~Public~~

~~Works Department~~ Office of

Administrative Services: solid

waste;

(iii) Development Services Division,

~~Planning and Development~~ Public

Works Department: drainage;

* * *

Section 22. Amending Section 711.404 (Registration for placing, maintaining or collocating communications facilities in City rights-of-way), Subpart A (Registration and General Permit Conditions) and Section 711.427 (Registration and Permit for placing, maintaining or collocating Communications Facilities in City Rights-of-Way associated with Collation of Small Wireless Facilities or Small Wireless Sole Purpose New Utility Poles), Subpart C (General Permit Conditions For Collocation of Small Wireless Facilities and Small Wireless Sole Purpose New Utility Poles), Part 4 (Communications Facilities in City Rights-of-Way), Chapter 711 (City Rights-of-Way), Ordinance Code. Section 711.404 (Registration for placing, maintaining or collocating communications facilities in City rights-of-way), Subpart A (Registration and General Permit Conditions) and Section 711.427 (Registration and Permit for placing, maintaining or collocating Communications Facilities in City Rights-of-Way associated with Collation of Small Wireless Facilities or Small Wireless Sole Purpose New Utility Poles), Subpart C (General Permit Conditions For Collocation of Small Wireless Facilities and Small Wireless Sole Purpose New Utility Poles), Part 4 (Communications Facilities in City Rights-of-Way), Chapter 711 (City Rights-of-Way),

Ordinance Code are hereby amended as follows:

CHAPTER 711 - CITY RIGHTS-OF-WAY.

*** * ***

PART 4. - COMMUNICATIONS FACILITIES IN CITY RIGHTS-OF-WAY.

*** * ***

SUBPART A. - REGISTRATION AND GENERAL PERMIT CONDITIONS

*** * ***

Sec. 711.404. - Registration for placing, maintaining or collocating communications facilities in City rights-of-way.

(a) *Registration required.* A Communications Services Provider that desires to place, maintain, or Collocate a Communications Facility in City Rights-of-Way shall Register as a Communications Services Provider with the City's ~~Planning and Development~~ Public Works Department, Development Services Division in accordance with this Subpart A prior to submitting a site-specific permit application for review under this Part. A Communications Services Provider shall not be eligible to obtain a Permit under this Part until such Communications Services Provider has Registered.

*** * ***

SUBPART C. GENERAL PERMIT CONDITIONS FOR COLLOCATION OF SMALL WIRELESS FACILITIES AND SMALL WIRELESS SOLE PURPOSE NEW UTILITY POLES.

Sec. 711.427. - Registration and Permit for placing, maintaining or collocating Communications Facilities in City Rights-of-Way associated with ~~Cellation~~ Collocation of Small Wireless Facilities or Small Wireless Sole Purpose New Utility Poles.

(a) *Registration required.* A Communications Services Provider that desires to place, maintain, or Collocate a Small Cell Facility or a Small Wireless Sole Purpose New

Utility Pole in the City's Right-of-Way shall Register with the City's Public Works ~~Planning and Development~~ Department, Development Services Division in accordance with Subpart A prior to submitting an Application for review under this Part. A Communications Services Provider shall not be eligible to obtain a Permit under this Part until such Communications Services Provider has Registered.

* * *

Section 23. Amending Section 745.101 (Applicability), Section 745.104 (Naming of new streets; maintenance of numbering system), Section 745.105 (Public street name changes), Section 745.106 Registry of names for private streets and Unnamed Shared Accessways), Section 745.109 (911 Emergency Addressing Advisory Committee), Part 1 (General Provisions), Section 745.221 (Identification of Nonconforming Street Address Numbers), Subpart C (Nonconforming Street Address Numbers), Section 745.231 (Procedures to Notify Property Owners and Occupants of Duplicate Street Names and Nonconforming Street Addresses), Subpart D (Administration), Part 2 (Addressing and Street Naming Deficiencies), and Section 745.301 (Enforcement), Part 3 (Enforcement), Chapter 745 (Addressing and Street Naming Regulations), Ordinance Code. Section 745.101 (Applicability), Section 745.104 (Naming of new streets; maintenance of numbering system), Section 745.105 (Public street name changes), Section 745.106 Registry of names for private streets and Unnamed Shared Accessways), Section 745.109 (911 Emergency Addressing Advisory Committee), Part 1 (General Provisions), Section 745.221 (Identification of Nonconforming Street Address Numbers), Subpart C (Nonconforming Street Address Numbers), Section 745.231 (Procedures to Notify Property Owners and Occupants of Duplicate Street Names and Nonconforming Street Addresses), Subpart D (Administration), Part 2

(Addressing and Street Naming Deficiencies), and Section 745.301 (Enforcement), Part 3 (Enforcement), Chapter 745 (Addressing and Street Naming Regulations), *Ordinance Code* are hereby amended as follows:

CHAPTER 745 - ADDRESSING AND STREET NAMING REGULATIONS.

PART 1. - GENERAL PROVISIONS.

Sec. 745.101. - Applicability.

(a) *Applicability.* All addressing and street naming functions shall be centralized in the ~~Planning and Development~~ Public Works Department of the City of Jacksonville, including but not limited to, naming new streets, renaming and existing streets, assigning addresses to new plats, and assigning addresses for new residential and commercial construction. All applicants applying to name a new street, rename an existing street, or receive a residential or commercial address shall comply with this Chapter 745 and the City of Jacksonville's Addressing and Street Naming Policy ("Policy"), as may be amended from time to time, and on file with the Office of Legislative Services and the ~~Planning and Development~~ Public Works Department. To ensure consistency and uniformity, the performance of addressing or street naming functions by any other entity within the City of Jacksonville is strictly prohibited. The City retains the authority to assign addresses and street names and change addresses and street names to protect the public health, safety, and welfare and to ensure compliance with the Policy.

* * *

Sec. 745.104. - Naming of new streets; maintenance of numbering system.

All new street names shall comply with the Policy. The

1 ~~Planning and Development~~ Public Works Department shall examine the
2 name proposed by an owner to all new streets. If the proposed
3 street name conflicts with the name of an existing street pursuant
4 to the Policy, or conflicts with any other provision of the Policy,
5 then the owner shall change the proposed name of the street as
6 directed by the ~~Planning and Development~~ Public Works Department.
7 If a new street connects, or nearly connects to an existing street,
8 the new street name accepted by the City shall have the same name
9 as the existing street.

10 **Sec. 745.105. - Public street name changes.**

11 (a) Public streets name changes shall be made by ordinance,
12 pursuant to the procedures in this Section and in
13 accordance with the Policy.

14 (b) A proposed street name change may be initiated by the City
15 or through a street renaming application filed with the
16 ~~Planning and Development~~ Public Works Department. A street
17 renaming at the request of a citizen or citizens group
18 requires agreement from at least 75 percent of the owners
19 of property whose property has an address assigned to the
20 street name that is proposed to be changed.

21 (c) The ~~Planning and Development~~ Public Works Department shall
22 send two written notifications to affected property owners,
23 which shall request the affected property owners to
24 indicate their written consent or objection to the proposed
25 street name change. If the affected property owners fail
26 to respond within 60 days of the City's first written
27 notification, then such non-response shall be deemed as
28 acceptance of the proposed street name change, and the
29 City's written notification shall include language that a
30 non-response is deemed acceptance.

31 (d) Upon completion of administrative review of each City-

initiated, citizen or owner-initiated applications by both the 911 Emergency Addressing Advisory Committee and the Historic Preservation Commission, the ~~Planning and Development~~ Public Works Department shall forward the application to the City Council for its consideration.

- (e) The Historic Preservation Commission shall review all City-initiated, citizen or owner-initiated applications for renaming of City streets and provide a report and recommendation to the ~~Planning and Development~~ Public Works Department for attachment to the 911 Emergency Addressing Advisory Committee's report, both of which shall be provided to the Chair of the appropriate City Council committee of reference for attachment to any proposed legislation or any legislation before the City Council for approval. The Historic Preservation Commission's report and recommendation shall address the following criteria:

- (1) The origin of the street name;
- (2) Any historical significance of the existing street name;
- (3) Whether there are any historical structures or landmarks on the subject street;
- (4) Whether the existing street name is part of a common theme of street names throughout the community where such street is located;
- (5) The age of the street name; and
- (6) Whether the street name is a duplicate street name.

- (f) The ~~Planning and Development~~ Public Works Department is authorized and directed to establish:

- (1) An application for street name changes.
- (2) A procedure for administrative review of City initiated and citizen or owner initiated

1 applications, including review by all impacted
2 governmental entities, including but not limited to
3 the 911 Emergency Addressing Advisory Committee and
4 the Historic Preservation Commission.

5 (3) Application submittal requirements.

6 (4) The standards for placement, dimensions and type of
7 signage for honorary street designations, with input
8 from the Traffic Engineering Division or such
9 subsequent agency as may perform such duties in the
10 future.

11 (g) A proposed street name shall not exceed 30 characters in
12 length, including directional and street type information,
13 and shall not include special characters, hyphenation or
14 abbreviations, and shall otherwise be in compliance with
15 the guidelines set forth in the Policy.

16 (h) All street name changes shall be for the entire length of
17 the street and not for a short segment of the street. The
18 entire length shall be deemed as the contiguous length of
19 the roadway.

20 (i) Re-naming Street Names In Honor of Prominent Individuals.
21 Streets may only be renamed after a person if:

22 (1) The person has achieved prominence as a result of his
23 or her significant, positive contribution to the
24 United States of America, Florida and/or the local
25 community;

26 (2) The person has been deceased for at least five years;

27 (3) The person has resided in the community within five
28 miles of the street name change for at least ten
29 years;

30 (4) Waiver of any provision of this Section shall require
31 a vote of two-thirds of all Council Members;

1 (5) At least 75 percent of the property owners whose
2 address is assigned to the designated honorary street
3 agree to the renaming of the designated street.

4 (6) The ~~Planning and Development~~ Public Works Department
5 shall send two written notifications to affected
6 property owners, which shall request the affected
7 property owners to indicate their written consent or
8 objection to the proposed street name change. If the
9 affected property owners fail to respond within 60
10 days of the City's first written notification, then
11 such non-response shall be deemed as acceptance of
12 the proposed street name change, and the City's
13 written notification shall include language that a
14 non-response is deemed acceptance.

15 (j) Honorary Street Name Designations. An honorary street name
16 policy is hereby developed and stated that allows streets
17 to have an honorary designation as follows:

18 (1) The designation shall be established by City Council
19 ordinance.

20 (2) Streets carrying an honorary designation are not
21 officially renamed but carry a second honorary name.

22 (3) In lieu of renaming a street, the Council may consider
23 any application submitted pursuant to this Section as
24 an application for designation of an honorary street
25 name, authorizing an honorary street designation and
26 the appropriate memorial marker to be placed along a
27 street or segment thereof, in order to honor a
28 deceased person.

29 (4) The Council may amend any ordinance introduced
30 pursuant to this Section as necessary to approve a
31 memorial marker to honor a deceased person.

- (5) Such honorary designation shall not require an administrative review by the 911 Emergency Addressing Advisory Committee or the Historic Preservation Commission as the proposed honorary name does not change the original name of the street, but shall otherwise comply with all other parts of this Chapter and the Policy, including the notice and public hearing requirements, except that, a short segment of a street may carry an honorary designation.
- (6) Honorary street designation signs shall not be affixed or attached to the official street name sign or pole but shall be placed in prominent locations along the right-of-way of the street or segment thereof carrying such honorary designation.
- (7) The effect of such designations shall only be construed to require the Traffic Engineering Division to place two honorary street designation signs at the proposed location subject to approval by the Traffic Engineering Division or such subsequent agency as may perform such duties in the future.
- (8) At least 75 percent of the property owners whose address is assigned to the designated street must agree to the honorary designation of the street.
- (9) Honorary Street Name Designations for Fallen Law Enforcement Officers and Fire & Rescue Officers.
- a. *Fallen Law Enforcement Officer or Fire and Rescue personnel* shall mean a Jacksonville Sheriff's Officer, Jacksonville Aviation Authority Police Officer, Duval County School Resource Officer, Jacksonville Beach Police Officer, Neptune Beach Police

Officer, Atlantic Beach Police Officer or Jacksonville Fire and Rescue Officer who died while in the line of duty.

b. The honorary street name designation that is authorized for fallen law enforcement officers or fallen fire and rescue officers shall depict the appropriate badge and/or emblem color assigned to a particular law enforcement agency or fire and rescue agency, and shall be personalized to the honored individual to generally read as follows:

* * *

(10) The ~~Planning and Development~~ Public Works Department shall send two written notifications to affected property owners, which shall request the affected property owners to indicate their written consent or objection to the proposed honorary street designation. If the affected property owners fail to respond within 60 days of the City's first written notification, then such non-response shall be deemed as acceptance of the proposed honorary street designation, and the City's written notifications shall include language that a non-response is deemed acceptance.

(k) Fee Required.

(1) No request by any entity other than a government agency for the renaming of a street or honorary designation of a street or portion thereof shall be accepted or considered by the City until a

1 nonrefundable application fee to cover the costs
2 of processing such application as provided in
3 either Section 123.102(c)(2)(viii) or
4 123.102(c)(2)(ix), as appropriate, has been paid
5 to the Tax Collector.

6 (2) Where a City Council member wishes to initiate
7 a street renaming or honorary street designation
8 on behalf of a private citizen or group of
9 citizens, the funds to cover the cost of such
10 street renaming or honorary designation shall be
11 paid by the citizen or citizens' group making
12 the request.

13 (1) Public Hearings Required for all street name changes
14 and honorary street designations.

15 (1) Before final consideration of an ordinance
16 changing a street name, the City shall hold two
17 public hearings on the proposal after at least
18 ten days written notice of both hearings,
19 addressed to each owner whose property is
20 assigned to the designated street, which notice
21 shall be provided by the ~~Planning and~~
22 ~~Development~~ Public Works Department. One public
23 hearing shall be before the Council and one
24 public hearing shall be before the appropriate
25 Committee of reference and shall be held after
26 the Council public hearing.

27 (2) In addition to the notice required by subsection
28 (1), at least ten days prior to the Council
29 public hearing the ~~Planning and Development~~
30 Public Works Department shall post signs
31 advertising both public hearings at each

1 intersection of the street being renamed or
2 designated, and in the event the distance
3 between the intersections exceeds approximately
4 one-half mile, at the midpoint between such
5 intersections along the street proposed to be
6 renamed. For streets being renamed in accordance
7 with Part 2, Subpart B (Duplicate Street Names)
8 of this Chapter, posting of signs advertising
9 the Council public hearings shall be waived
10 since an advertised public hearing is required
11 prior to initiation of Council action as set
12 forth in Section 745.231.

13 **Sec. 745.106. - Registry of names for private streets and Unnamed**
14 **Shared Accessways.**

15 (a) The ~~Planning and Development~~ Public Works Department shall
16 establish and maintain, in conjunction with the files of
17 public street names, a registry of names of private streets
18 and Unnamed Shared Accessways in the City. No person shall
19 designate, by posted sign or otherwise, a name for an
20 unnamed private street or change the designation of a named
21 private street without first registering the name in the
22 registry established by the ~~Planning and Development~~ Public
23 Works Department.

24 (b) No private street or Unnamed Shared Accessway shall be
25 designated by a name which is the same as, or similar to
26 the existing name of a public or private street or
27 inconsistent with the Policy. The ~~Planning and Development~~
28 Public Works Department shall refuse to register a private
29 street name which violates this subsection. In addition to
30 other criteria in the Policy, a proposed street name is
31 deemed to be the same or similar to an existing street name

1 if the proposed street name has the same name as an existing
2 street, even if their suffix designations are different,
3 or if the proposed street name sounds similar to the name
4 of an existing street, even if their spellings are
5 different.

6 * * *

7 **Sec. 745.109. - 911 Emergency Addressing Advisory Committee.**

8 (a) The 911 Emergency Addressing Advisory Committee
9 ("Committee") is hereby created to review and revise
10 standards and policies to implement the objectives of
11 this Chapter and advise the appropriate Council committee
12 of its decisions. The Committee shall be composed of one
13 representative each from the ~~Planning and Development~~
14 Public Works Department, the 911 Coordinators Office, the
15 Jacksonville Sheriff's Office, the Jacksonville Fire and
16 Rescue Department, the Jacksonville Fire and Rescue
17 Communications, JEA, the Building Inspection Division,
18 the Municipal Code and Compliance Division, the Property
19 Appraiser's Office, Information Technology Division, and
20 the United States Postal Service. Members shall serve
21 until their respective entity appoints another
22 representative to serve on the Committee.

23 (b) The Committee shall be organized as follows:

24 (1) The ~~Planning and Development~~ Public Works Department
25 representative shall serve as the Chairman of the
26 Committee. The Chairman shall preside at all
27 meetings of the Committee and cause records and the
28 minutes of the Committee to be kept.

29 (2) The Committee shall meet on call by the Chairman, or
30 at the discretion of the Chairman, in consideration
31 of the request of a member. A quorum shall consist

of a majority of members.

(3) The Committee shall adopt, amend, and rescind rules for the conduct of its business and to implement the provisions of this Section.

(c) The City of Jacksonville Addressing and Street Naming Policy ("Policy") is hereby adopted as the official document containing the present and existing standards and policies used by the ~~Planning and Development~~ Public Works Department and Committee to implement this Chapter. The Policy shall remain in effect unless revised pursuant to subsection (e) of this Section.

* * *

PART 2. - ADDRESSING AND STREET NAMING DEFICIENCIES.

* * *

SUBPART C. - NONCONFORMING STREET ADDRESS NUMBERS.

Sec. 745.221. - Identification of Nonconforming Street Address Numbers.

The Addressing Section of the ~~Planning and Development~~ Public Works Department shall identify Nonconforming street address numbers within the City. For the purposes of this Part, Nonconforming street address numbers are primary address numbers which are assigned in a manner that hinders the ability to promptly locate a property or structure based on its assigned primary address number, including but not limited to, overlapping primary address numbers and outdated primary address numbers due to redevelopment.

* * *

SUBPART D. - ADMINISTRATION.

Sec. 745.231. - Procedures to Notify Property Owners and Occupants of Duplicate Street Names and Nonconforming Street Addresses.

* * *

(b) *Nonconforming street addresses.* The Addressing Section of the ~~Planning and Development~~ Public Works Department shall determine Nonconforming street address numbers to be re-assigned pursuant to the criteria set forth in the City of Jacksonville Street Addressing Policy, Ordinance Code, and shall notify property owners and occupants with Nonconforming street addresses, in writing, by directing the appropriate City entity to provide such written notice. The written notice shall be delivered by first class United States mail, and shall identify the name of the person notified, the date of the notice and the newly assigned address number. Pursuant to Section 745.109, Ordinance Code, the written notice shall also explain the procedure for appeal to the 911 Emergency Addressing Advisory Committee. The new address shall become effective 45 days after the date of the written notice provided pursuant to this Section, unless an appeal is taken regarding that property or a related property. Property owners and/or occupants shall not display new addresses until all appeals involving related properties are completed and final decisions have been rendered by the Addressing Section, the Committee or the Council as appropriate. The Addressing Section shall inform each affected owner and occupant when the administrative and appellate processes are complete and the time period required to display the new street address assignment. Within 45 days after the receipt of notification to display the newly assigned address number, the property

owner or occupant shall properly display the new address as required and set forth in Section 745.103 of this Chapter.

* * *

PART 3. - ENFORCEMENT.

Sec. 745.301. - Enforcement.

The provisions of Chapter 745 shall be enforced by the Chiefs or designees of the Municipal Code Compliance Division, Building Inspection Division or Fire Inspection Division, or the Director or designee of the ~~Planning and Development~~ Public Works Department as follows:

- (a) By citation for civil penalties pursuant to the authority granted by F.S. Ch. 162, Pt. II, and Chapter 609, Ordinance Code; or
- (b) By an action for injunctive relief, civil penalties, or both, through a court of competent jurisdiction.

* * *

Section 24. Updated 1Cloud Center List Approved. The updated 1Cloud Center list based on the reorganization provided in this ordinance is attached hereto as **Revised Exhibit 2** and incorporated herein by this reference is hereby approved.

Section 25. Organizational Charts. For informational purposes only for this legislation, an organizational chart is attached hereto as **Revised Exhibit 3** and incorporated herein by reference.

Section 26. Transition. The Mayor or her designee is authorized to effect the transition and implementation required by this Ordinance through the transfer or other disposition of the records, property, and personnel (those not confirmed by Council) affected by the reorganization.

Section 27. Existing Authority, Privileges, Rights, Duties,

Obligations or Relationships of Constitutional Officers and Independent Agencies Unchanged. The purpose of this Ordinance is limited to the reorganization of the executive branch of government. Nothing herein contained in this Ordinance is intended, or shall be interpreted to diminish or enhance the authority, privileges, rights, duties, obligations or relationships of the City's constitutional officers or independent agencies beyond the authority, privileges, rights, duties, obligations or relationships as they existed immediately prior to passage of this Ordinance.

Section 28. Authorizing the Council Auditor's and General Counsel's Office to make "Technical Amendments". The Council Auditors and the General Counsel's Offices are authorized to take all necessary action in connection with this Reorganization legislation, to execute the finalization and codification of the legislation to effectuate the purposes of this Ordinance as recommended by the Council Committees and enacted by Council, without further Council action, provided such changes and amendments are limited to "technical amendments" and do not change the fiscal impact and, further provided, that all such amendments shall be subject to appropriate legal review and approval by the General Counsel, or designee, and all other appropriate official action required by law.

Section 29. Severability. If any part, section, subsection or other portion of this Ordinance or any application thereof to any person or circumstances is declared to be void, unconstitutional or invalid for any reason, such part, section, subsection or other portion, or the proscribed application thereof, shall be severable and the remaining provisions of this ordinance and all applications thereof not having been declared void, unconstitutional or invalid shall remain in full force and effect. The Council declares that no invalid or proscribed provision of application was an inducement to the enactment of this Ordinance and that it would have enacted this

1 ordinance regardless of the invalid or proscribed provision or
2 application.

3 **Section 30. Codification Instructions.** The Codifier is
4 authorized to make all chapter and division "tables of contents"
5 consistent with the changes set forth herein. Furthermore, the Office
6 of General Counsel, working together with and through the contracted
7 codifier of the *Ordinance Code*, is hereby authorized and directed to
8 make such editorial changes throughout the *Ordinance Code* to reflect
9 the (i) transfer of the Development Services Division and Building
10 Inspection Division to the Public Works Department; (ii) transfer
11 of Solid Waste Division and Environmental Quality Division to the
12 Office of Administrative Services; and (iii), in regard to all to
13 departments, divisions and sub-titles therein, and to reflect such
14 changes in duties, functions and responsibilities throughout the
15 *Ordinance Code* resulting from the reorganization and the
16 restructuring of the Executive Branch of the City government as set
17 forth herein. Such editorial changes, and any others necessary to
18 make the *Ordinance Code* consistent with this reorganization, and any
19 past reorganization are approved and directed herein, and changes to
20 the *Ordinance Code* shall be made forthwith and when inconsistencies
21 are discovered.

22 **Section 31. Effective Date.** This ordinance shall become
23 effective upon signature by the Mayor or upon becoming effective
24 without the Mayor's signature.

25
26 Form Approved:

27
28 /s/ Dylan Reingold

29 Office of General Counsel

30 Legislation Prepared By: Dylan Reingold

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