

EXHIBIT 3

WRITTEN DESCRIPTION Moncrief Commercial Office Complex PUD May 6, 2025

I. PROJECT DESCRIPTION

The fee simple owner of the real property identified in the attached legal description, RE# 026276-0010 the ("Property"), which contains approximately 7.49 acres and currently designated both Community General Commercial (CGC) and Low Density Residential (LDR) according to the 2045 Comprehensive Plan. Consequently, the parcel is split zoned being Commercial Community General-2 (CCG-2) fronting along Moncrief Road, and Residential Low Density-60 (RLD-60). The landowner is seeking to develop a commercial business park and is seeking a Land Use Amendment to CGC and a rezoning to Planned Unit Development (PUD). The new designations will permit the property to be developed with flex space office /warehouses, offering office space and indoor storage for low intensity commercial/ industrial uses and contractors' offices. The parcel fronts along Moncrief Road, which is designated as a Collector Roadway according to the city's comprehensive plan.

The 2045 Comprehensive Plan identifies this parcel as being in the Urban Priority Area of the city with this segment of Moncrief being designated for intensive commercial uses. The adjoining property to the north is also split by the land use and zoning lines, again being CCG-2 and RLD-60, and developed as a bar and night club. To the south, across Rutledge Avenue there are residential dwellings (RLD-60) along Carver Circle and commercial (CCG-2) along Moncrief Road. The remainder of the subject property, being about 5.34 acres, is designated RLD-60 and abuts seven parcels also zoned RLD-60. Of those properties, only two are developed and appear to be rental properties. All parcels to the south, and southwest, across Moncrief Road are also zoned CCG-2.

The split designations of the subject parcel make development very difficult. There does not appear to be a logical reason that this parcel, and those to the north were split, reducing the commercial depth by more than 100 feet from similar parcels in proximity. The proposed extension of the CGC designation would be consistent with the depth of commercial land use lines along Rowe Avenue. While the northern and eastern portions of the subject parcel do abut residentially designated properties, those parcels are either vacant, or oriented away from the subject parcel, being accessed from Rosanne Street. This PUD zoning would orient all uses inward, locating the buildings toward the property boundaries. Furthermore, the adjacent parcels are heavily vegetated and would not be negatively affected by the development plan being proposed. The parcel appears to be generally level with no remarkable features and no variation in elevation. Upon approval of this PUD, the owners would move to design and commence construction as soon as possible.

The PUD will permit the development of up to 113,175 square feet of enclosed office/flex space/ warehouse use, as well as all required parking and necessary pond areas as depicted on the Site

Plan dated May 27, 2025. The primary use of the property will be commercial office, permitting flex space and small warehousing (flex space/ contractor's offices and limited outdoor material storage). As stated above, the developer would propose orienting the buildings inward, using the structures as a buffer along the property boundaries, with the operations and parking areas being internal to the same. As this development is primarily intended to conduct activities indoors, the development serves to buffer surrounding lands, reducing noise and sightlines from those operations.

656.341 (c) (2) (ii) (B) Zoning Code requires a written description to include specifically how the proposed Planned Unit Development differs from the usual application of the provisions of the Zoning Code. Need to provide specific examples how it differs in the paragraph below.

The PUD does differ from the conventional zoning district, permitting considerably fewer uses and using the buildings to protect the abutting properties, as well as increasing the setbacks and relocating interior landscaping to the perimeters of the property. The vehicle use area landscaping is not beneficial to the user as customers are infrequent to such offices thus, the relocation of all such required landscape materials to the boundaries, creates more substantial buffers to the adjacent parcels. Further, the developer feels that the PUD would be a better vehicle to permit the uses, as a binding site plan and written description offer greater clarity for the community. All other provisions of the district and Zoning Code will be applicable.

The applicant has utilized the professional services Mr. James Quina, P.E., in preparing this PUD request. No other professionals have yet been engaged.

It is appropriate to utilize such zoning tools to maintain the usable nature of the commercially designated property, while protecting the adjacent non-residential developments. The implementation of this PUD would further the goals, objectives, and policies of the plan.

The Property is to be operated and used in accordance with the terms and limitations of this PUD ordinance and its supporting exhibits, as an industrial /commercial Office Park development. The property will be developed in consonance with the goals and objectives of the CGC Land Use Category of the City of Jacksonville 2045 Comprehensive Plan Future Land Use Element. It is the intent of the owner to commence the construction of the improvements immediately after zoning approval. Further, all future maintenance and operations will be the sole responsibility of the landowner, in compliance with the Municipal Ordinance for the City of Jacksonville and this PUD.

II. USES AND RESTRICTIONS

The Property may be further divided or developed as depicted on the attached site plan dated May 27, 2025 (the "Site Plan,") which is incorporated herein by this reference.

A. Permitted Uses:

- (1) Business offices, buildings trades contractors, including outdoor storage and similar uses.
- (2) Commercial retail sales and service establishments.
- (3) Linen supply, freight movers, business machine services, sign companies and similar uses
- (4) Vocational, trade or business schools and similar uses.
- (5) Warehousing, wholesaling, storage, distribution and similar uses, and light manufacturing, processing, packaging, fabrication, assembling of components, printing, and similar uses.
- (6) Manufacturer's agents and display rooms, permitting assembly of components and light manufacturing when in conjunction with a retail sales or service provided.
- (7) Research, dental and medical laboratories, manufacturers of prosthetic appliances, dentures, eyeglasses, hearing aids and similar products.
- (8) Service and repair of general appliances and small engines
- (9) Mobile Car detailing services
- (10) Fitness centers.
- (11) Retail outlets in conjunction with wholesaling establishments if the area designated for such sales does not exceed more than ten percent of the floor area of the building of which it is a part.

(B) *Permitted accessory uses.* See [Section 656.403](#).

III. DEVELOPMENT STANDARDS

A. Dimensional Standards.

1. *Minimum parcel area and yard areas:* The minimum lot size, lot width and yard areas for structures shall be as depicted on the Site Plan; However, this shall not serve to prohibit the individual sale of a space within the building as a condominium. The intent being to permit ownership of the area inside the walls of the building, permitting small business owners an opportunity to either rent or own a shop within the development.

Lot Size – None

Lot Width – None

Yards –

Front: 15 feet

Side: 15 feet

Rear: 20 feet

2. *Maximum parcel or sub-parcel coverage by all buildings and structures: 35 %*

3. *Maximum height of structures: Thirty-five (35) feet.*

B. Ingress, Egress and Circulation.

1. Vehicular ingress and egress shall be substantially as shown on the Site Plan.

C. Signs.

1. The number, location size and height of signage to be located on the property shall be as follows:

One double faced monument sign, not to exceed (100) one hundred square feet in area and (20) twenty feet in height may be permitted along Moncrief Road.

Illumination: internal or indirect lighting will be permitted as appropriate.

D. Site Design and Landscaping.

1. Loading facilities will be located internal to the site, from each building.

2. Landscaping shall conform with Part 12, Zoning Code, with the exception of the vehicle use area for interior landscape requirements, which shall not be required. In lieu of the terminal islands, and in effort to promote the circulation of trailers and similar equipment the applicant is proposing to relocate all other required landscape materials to the perimeters of the property (east and south property boundaries) and within the Perimeter Buffer adjacent to Moncrief Road. This will promote densely planted landscape areas along those boundaries, further buffering the adjacent properties and Rutledge Road.

3. Lighting associated with any use of this PUD will be of a design that does not permit trespass lighting onto adjacent properties. More specifically, sag lenses, drop lenses and convex lenses are prohibited. Furthermore, all lighting poles will not exceed 20 feet and will utilize metal halide, compact fluorescent, or LED bulbs with cutoffs as appropriate.

E. Building Orientation

1. The buildings will be oriented in a manner which will block noise and viewsheds from outside the site, as depicted on the attached site plan dated May 27, 2025, the "Site Plan,")

F. Parking

1. Parking spaces will be permitted as depicted on the Site Plan and meet the requirements of Part 6, Zoning Code, noting the exemption from interior islands of Part 12, relating to the same.

IV. JUSTIFICATION FOR PLANNED UNIT DEVELOPMENT CLASSIFICATION FOR THIS PROJECT

The proposed project is consistent with the general purpose and intent of the City of Jacksonville 2045 Comprehensive Plan and Land Use Regulations. The proposed rezoning is a reasonable manner by which to permit the development of commercial flex space-related uses, providing opportunities for the area residents to own or operate a business close to where they live. Finally, the proposed PUD would promote the use of this vacant parcel and act to support new development occurring along this Collector Roadway.

This PUD is designed to protect the usable nature of the property while promoting numerous Goals, Objectives, and Policies of the 2045 Comprehensive Plan.

This PUD:

Is more efficient and effective than would be possible through strict application of the City of Jacksonville Land Use Regulations or a conventional zoning district which are broad based and cannot be subject to generalized site plans;

Represents an appropriate intensity for industrial/ commercial uses located along Moncrief Road and creates opportunities for small scale commercial businesses to find a location along a Collector Roadway. The PUD offers a combination of possible uses, properly designed to promote usable business occupancies in proximity to a community which lacks new investment, while limiting the intensity of the development to promote a desirable development pattern;

Will promote the purposes of the 2045 Comprehensive Plan, including the following:

1. FLUE Objective 1.1
2. FLUE Objective 3.2
3. FLUE Policy 3.2.2
4. FLUE Policy 3.2.12

V. SUCCESSORS IN TITLE

All successors in title to the Property, or any portion of the Property, shall be bound to the conditions of this PUD.

VI. PUD REVIEW CRITERIA

- A. *Consistency with Comprehensive Plan.* The Property is dually designated CGC and LDR according to the City's Future Land Use Map Series of the City's 2045 Comprehensive Plan. A companion land use amendment to this rezoning would permit the property to be reclassified with the entire property being CGC but limited in scale and use by this PUD. The uses and amounts (intensity) proposed in the PUD would be consistent with these designations as well as the needed and established uses in the vicinity.
- B. *Consistency with the Concurrency Management System.* The development of the Property will comply with the requirements of the Concurrency Management/ Mobility System.
- C. *Allocation of Residential Land Use.* No residential use is intended for this PUD.
- D. *Internal Compatibility/Vehicular Access.* Vehicular access to the site is currently available from both Moncrief Road and Rutledge Avenue. Using the PUD, the only access will be from Moncrief Road. Any driveway(s) will necessitate the review and approval of the City of Jacksonville.
- E. *External Compatibility/Intensity of Development.* The PUD significantly reduces the otherwise allowable uses of the CCG-2 Zoning District, as well as the allowable height and lot provisions. All uses listed herein are lower traffic generators and act to support the area residents offering services, employment and even leasable space. The surrounding properties to the north and west are zoned for intensive commercial uses and abutting properties will be adequately screened from the activities occurring on site.
- F. The development will be appropriately screened from adjacent properties and structures will be oriented in a manner that will act to protect the existing and vacant residential properties to east and north. The intended uses are consistent with the character of the area along Moncrief Road Boulevard in this area.
- G. *Recreation/Open Space.* The PUD will not include recreational uses.
- H. *Impact on Wetlands.* Any development activity which would impact wetlands will be permitted in accordance with local, state, and federal requirements.
- I. *Listed Species Regulations.* Not Applicable.
- I. *Off-Street Parking & Loading Requirements.* Parking areas will be provided for all uses as per Part 6, Zoning Code and loading/ unloading will be accommodated internally.

- J. *Sidewalks, Trails, and Bikeways.* The development will be consistent with the 2045 Comprehensive Plan.
- K. *Stormwater Retention.* Stormwater shall be conveyed, treated and stored in accordance with all City of Jacksonville and St. Johns River Water Management District requirements.
- L. *Utilities.* Electric power, water and sewer services are furnished to the Property by the Jacksonville Electric Authority.

EXHIBIT F

PUD Name

Moncrief Road Office Complex

Land Use Table

Total gross acreage	7.49	Acres	100 %
Amount of each different land use by acreage			
Single family		Acres	%
Total number of dwelling units		D.U.	
Multiple family		Acres	%
Total number of dwelling units		D.U.	
Commercial	7.49	Acres	100 %
Industrial		Acres	%
Other land use		Acres	%
Active recreation and/or open space		Acres	%
Passive open space		Acres	%
Public and private right-of-way		Acres	%
Maximum coverage of buildings and structures	113,175	Sq. Ft.	35 %