

Introduced by the Council President at the request of the Mayor and substituted by the Neighborhoods, Community Services, Public Health and Safety Committee:

ORDINANCE 2025-30-E

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
COLLOCATION 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
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*, SHIFTING RESPONSIBILITIES TO PUBLIC WORKS; APPROVING THE UPDATED 1CLOUD CENTER LIST; PROVIDING FOR AN ORGANIZATIONAL CHART; PROVIDING FOR TRANSITION; PROVIDING THAT THE AUTHORITY, PRIVILEGES, RIGHTS, DUTIES, OBLIGATIONS OR RELATIONSHIPS OF THE CITY'S CONSTITUTIONAL OFFICERS OR INDEPENDENT AGENCIES WILL NOT BE DIMINISHED OR ENHANCED BY THIS ORDINANCE; AUTHORIZING THE COUNCIL AUDITOR'S AND GENERAL COUNSEL'S OFFICE TO MAKE TECHNICAL AMENDMENTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION INSTRUCTIONS; PROVIDING AN EFFECTIVE DATE.

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

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

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

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

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) motor vehicle and related equipment management; (iii) animal care and

control and related functions; (iv) customer service management, (v) investigations and mediation of complaints; ~~and~~ (vi) solid waste, (vii) environmental quality; and (viii) such other functions and services as may be assigned by the Mayor or her designee.

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

CHAPTER 23 - OFFICE OF ADMINISTRATIVE SERVICES

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PART 7. - SOLID WASTE DIVISION

Sec. 23.701. - Establishment; functions.

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

Sec. 23.702. - Division Chief.

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

PART 8. ENVIRONMENTAL QUALITY DIVISION

Sec. 23.801. - Establishment; functions.

There is created an Environmental Quality Division within the Office of Administrative Services. The Environmental Quality Division shall be responsible for the administration, operation and enforcement of the air and water resources management activities of

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

Sec. 23.802. - Division Chief.

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

Sec. 23.803. - Enforcement Officers.

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

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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.

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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

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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:

(a) Preparation, review and updating of all short and long

term transportation plans for all modes, including congestion management plans;

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

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

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

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

(f) Bicycle and Pedestrian Coordinator;

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

(h) Coordination with JTA on Mass Transit issues;

(i) Developing CIP on transportation projects;

(j) Review of site plans for transportation issues;

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

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

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

(n) Other duties as assigned by the Director.

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

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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 Engineering⁷ 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:

CHAPTER 32 - PUBLIC WORKS DEPARTMENT

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PART 10. - DEVELOPMENT SERVICES DIVISION**Sec. 32.1001. - Development Services Division; Establishment; Responsibilities.**

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

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

Sec. 32.1002. - Division Chief.

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

Chief shall be appointed by the Mayor and approved by the Council and shall serve at the pleasure of the Mayor.

PART 11. - BUILDING INSPECTION DIVISION

Sec. 32.1101. - Establishment; functions.

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

Sec. 32.1102. - Division Chief.

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

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

CHAPTER 34. NEIGHBORHOODS DEPARTMENT

PART 1. DEPARTMENT ESTABLISHED; OFFICE OF DIRECTOR

Sec. 34.101. - Establishment; function.

There is hereby established an executive department to be known as the Neighborhoods Department. The Department shall be responsible for neighborhood and housing services and regulatory compliance in

the Consolidated Government. The Department shall include the Neighborhood Services Office, Housing and Community Development, Municipal Code Compliance, ~~Environmental Quality,~~ and Mosquito Control Divisions, ~~Animal Care and Protective Services Divisions,~~ and ~~the Office of City Link/630-City.~~

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Sec. 34.103. - Operations Director.

There is hereby established one position of Operations Director within the Department of the Neighborhoods Department. 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 have a four-year degree from an accredited university or college, and a minimum of five years of experience in an administrative or regulatory position. 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 Municipal Code Compliance, ~~Environmental Quality,~~ and Mosquito Control ~~and~~ ~~Animal Care and Protective Services Divisions.~~

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

CHAPTER 94. - TREE COMMISSION

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Sec. 94.106. - Duties.

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

* * *

(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.

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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

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PART 4. - REAL PROPERTY

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SUBPART A. - ACQUISITION OF INTERESTS IN REAL PROPERTY

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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 the lands for a specific purpose, term and fee.

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

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

Chapter 321 - ADOPTION OF BUILDING CODE

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Sec. 321.109. - Elevation requirements.

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

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Section 13. Amending Sections 327.104 (Administration) and 327.106 (Incentives), Chapter 327 (Sustainable Building Program), Ordinance Code. Sections 327.104 (Administration) and 327.106 (Incentives), Chapter 327 (Sustainable Building Program), *Ordinance Code* are hereby amended as follows:

CHAPTER 327 - SUSTAINABLE BUILDING PROGRAM.

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Sec. 327.104. - Administration.

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(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).

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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.

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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

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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 Inspection ~~Department~~ Division through the ~~Department's~~ Division's

1 permitting system.

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

24 **CHAPTER 380 - SOLID WASTE MANAGEMENT**

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

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

27 * * *

28 (b) *Findings.* The City of Jacksonville has been
29 delegated the responsibility and power to provide
30 for the operation of an integrated solid waste
31 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 Council approval shall be required prior to a solid waste

management facility beginning operation. The following procedures shall apply:

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

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

* * *

Sec. 380.107. - Issuance of certificate.

* * *

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

* * *

Sec. 380.603. - Definitions.

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

* * *

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

* * *

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

* * *

Section 16. 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), 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. 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), 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* are hereby amended to read as follows:

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

PART 1. - GENERAL

* * *

Sec. 382.102. - Definitions.

As used in this Chapter:

* * *

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

* * *

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

* * *

Sec. 382.304. - Filing of applications.

* * *

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

* * *

PART 5. - SOLID WASTE SERVICE FEE

* * *

Sec. 382.503. - Discontinuation of Service; collection.

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

assessment collection is used, the failure to pay appropriate fees may result in a tax certificate and the ultimate loss of the property.

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

CHAPTER 386 - WASTE FLOW CONTROL

PART 1. - GENERAL PROVISIONS

*** * ***

Sec. 386.103. - Definitions.

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

*** * ***

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

*** * ***

Section 18. Amending Section 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. Section 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* is hereby amended to read as follows:

CHAPTER 518. JACKSONVILLE PROPERTY SAFETY AND MAINTENANCE CODE

* * *

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

* * *

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

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

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

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

**Section 19. Amending Section 652.1102 (Subdivision plats),
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 *Director* means the Director of ~~Planning and Development~~ Public
2 Works or his or her designee.

3 * * *

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

17 * * *

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

21 * * *

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

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

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

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

others in the future will include conveyance of a nonexclusive easement for ingress and egress over such private street by deed recorded in the public records.

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

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

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

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

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

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

(7) The Director is authorized to disapprove a private street approved pursuant to this Chapter or the provisions of former Chapter 730, Ordinance Code, and to remove the street from the list of approved

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

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

17 TO: _____

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

1 in the proportion that each property bears to the
2 total front footage of all such property abutting
3 them.

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

26 (l) Street names and house numbers shall conform to the
27 street naming and house numbering plan of the City. New
28 street names shall not duplicate or closely approximate
29 phonetically, in spelling or by use of alternate suffixes
30 such as lane, way, drive, court avenue or street the
31 names of existing streets, except that a new street that

1 is an extension of or in alignment with an existing
2 street shall bear the same name as that borne by an
3 existing street. The Department shall, within ten days of
4 conditional approval of the preliminary plat, assign or
5 cause assignment of house numbers on all lots.

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

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

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

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

31 (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 single site unless otherwise authorized by the

Traffic Engineering Division ~~and the Planning and Development Department (PDD)~~. Existing sites having three or more approaches from a particular street shall be required to eliminate the excess drives or convert the excess drives to right-turn-only accesses or egresses at such time as application is made to the City for any change in land use, zoning or increase in gross leasable square footage. Final acceptance of revised driveway approaches shall be subject to the approval of the Traffic Engineering Division ~~and the JPDD~~, or the appropriate authority.

* * *

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

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

The City shall require that access to new single-family residential parcels with frontage along two or more roadways be located in accordance with the 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

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

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

28 (A) If the adjacent site is developed and, in
29 the opinion of the ~~Planning and~~
30 ~~Development~~ Department, cross-access is
31 feasible, the owner or developer shall

1 design and build the appropriate cross-
2 access to the property line of the
3 adjacent parcel.

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

17 * * *

18 (g) *Access to newly developed and redeveloped parcels,*
19 *other than parcels zoned for or used for single-*
20 *family dwellings, with frontage on two or more*
21 *roadways. Access to newly developed and redeveloped*
22 *parcels with frontage along two or more roadways,*
23 *other than parcels zoned for or used for single-*
24 *family dwellings, shall be limited in order to*
25 *protect performance of the City's transportation*
26 *network. Access shall be limited to one per roadway*
27 *with access from the higher functional class roadway*
28 *or roadway with the higher average daily traffic*
29 *(ADT) being limited to right turn-in/right turn-out*
30 *only. However, exemptions from these requirements*
31 *may be granted by the* ~~Traffic Engineering Division~~

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

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

19 * * *

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

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

26 * * *

27 **Sec. 654.134. - Utility lines.**

28 Utility lines of all kinds, including those of franchised
29 utilities, electric power and light, telephone and telegraph, cable
30 television, water, sewer and gas shall be constructed and installed
31 beneath the surface of the ground unless it is determined by the

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

* * *

Sec. 654.136. - Director to enforce and administer.

* * *

- (e) Upon completion of all of the elements of the work in accordance with these regulations and the plans and specifications, the Director shall issue a certification that the work has been acceptably completed and furnish

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

8 **Sec. 654.137. - Deviations.**

9 * * *

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

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

time, or the need is not immediately foreseeable, then a deferral may be explored.

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

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

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

* * *

Sec. 654.142. - Subdivision standards and policy advisory committee.

(a) The Subdivision Standards and Policy Advisory Committee (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 ~~Planning and Development~~ Public Works Department shall examine the

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

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

- 10 (a) Public streets name changes shall be made by ordinance,
11 pursuant to the procedures in this Section and in
12 accordance with the Policy.
- 13 (b) A proposed street name change may be initiated by the City
14 or through a street renaming application filed with the
15 ~~Planning and Development~~ Public Works Department. A street
16 renaming at the request of a citizen or citizens group
17 requires agreement from at least 75 percent of the owners
18 of property whose property has an address assigned to the
19 street name that is proposed to be changed.
- 20 (c) The ~~Planning and Development~~ Public Works Department shall
21 send two written notifications to affected property owners,
22 which shall request the affected property owners to
23 indicate their written consent or objection to the proposed
24 street name change. If the affected property owners fail
25 to respond within 60 days of the City's first written
26 notification, then such non-response shall be deemed as
27 acceptance of the proposed street name change, and the
28 City's written notification shall include language that a
29 non-response is deemed acceptance.
- 30 (d) Upon completion of administrative review of each City-
31 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 applications, including review by all impacted

governmental entities, including but not limited to the 911 Emergency Addressing Advisory Committee and the Historic Preservation Commission.

(3) Application submittal requirements.

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

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

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

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

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

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

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

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

(5) At least 75 percent of the property owners whose

address is assigned to the designated honorary street agree to the renaming of the designated street.

(6) 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 street name change. 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 street name change, and the City's written notification shall include language that a non-response is deemed acceptance.

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

- (1) The designation shall be established by City Council ordinance.
- (2) Streets carrying an honorary designation are not officially renamed but carry a second honorary name.
- (3) In lieu of renaming a street, the Council may consider any application submitted pursuant to this Section as an application for designation of an honorary street name, authorizing an honorary street designation and the appropriate memorial marker to be placed along a street or segment thereof, in order to honor a deceased person.
- (4) The Council may amend any ordinance introduced pursuant to this Section as necessary to approve a 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 nonrefundable application fee to cover the costs

of processing such application as provided in either Section 123.102(c)(2)(viii) or 123.102(c)(2)(ix), as appropriate, has been paid to the Tax Collector.

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

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

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

(2) In addition to the notice required by subsection (1), at least ten days prior to the Council public hearing the ~~Planning and Development~~ Public Works Department shall post signs advertising both public hearings at each intersection of the street being renamed or

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

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

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

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

street, even if their suffix designations are different, or if the proposed street name sounds similar to the name of an existing street, even if their spellings are different.

* * *

Sec. 745.109. - 911 Emergency Addressing Advisory Committee.

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

(b) The Committee shall be organized as follows:

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

(2) The Committee shall meet on call by the Chairman, or at the discretion of the Chairman, in consideration 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

1 Section of the ~~Planning and Development~~ Public Works
2 Department shall determine Nonconforming street
3 address numbers to be re-assigned pursuant to the
4 criteria set forth in the City of Jacksonville
5 Street Addressing Policy, Ordinance Code, and shall
6 notify property owners and occupants with
7 Nonconforming street addresses, in writing, by
8 directing the appropriate City entity to provide
9 such written notice. The written notice shall be
10 delivered by first class United States mail, and
11 shall identify the name of the person notified, the
12 date of the notice and the newly assigned address
13 number. Pursuant to Section 745.109, Ordinance Code,
14 the written notice shall also explain the procedure
15 for appeal to the 911 Emergency Addressing Advisory
16 Committee. The new address shall become effective 45
17 days after the date of the written notice provided
18 pursuant to this Section, unless an appeal is taken
19 regarding that property or a related property.
20 Property owners and/or occupants shall not display
21 new addresses until all appeals involving related
22 properties are completed and final decisions have
23 been rendered by the Addressing Section, the
24 Committee or the Council as appropriate. The
25 Addressing Section shall inform each affected owner
26 and occupant when the administrative and appellate
27 processes are complete and the time period required
28 to display the new street address assignment. Within
29 45 days after the receipt of notification to display
30 the newly assigned address number, the property
31 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**

1 **Independent Agencies Unchanged.** The purpose of this Ordinance is
2 limited to the reorganization of the executive branch of government.
3 Nothing herein contained in this Ordinance is intended, or shall be
4 interpreted to diminish or enhance the authority, privileges, rights,
5 duties, obligations or relationships of the City's constitutional
6 officers or independent agencies beyond the authority, privileges,
7 rights, duties, obligations or relationships as they existed
8 immediately prior to passage of this Ordinance.

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

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

1 application.

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

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

24
25 Form Approved:

26
27 /s/ Dylan Reingold

28 Office of General Counsel

29 Legislation Prepared By: Dylan Reingold

30 GC-#1674250-v1-2025-30-E.docx