

1 Introduced by Council Member Freeman:  
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4 **ORDINANCE 2023-315**

5 AN ORDINANCE AMENDING SECTION 30.204  
6 (FUNCTIONS), PART 2 (PLANNING COMMISSION),  
7 CHAPTER 30 (PLANNING AND DEVELOPMENT  
8 DEPARTMENT), *ORDINANCE CODE*, AND SECTIONS  
9 656.131 (ZONING EXCEPTIONS) AND 656.137 (NOTICE  
10 OF PUBLIC HEARING AND PUBLIC MEETINGS FOR  
11 REZONINGS), SUBPART D (ZONING EXCEPTIONS,  
12 VARIANCES AND WAIVERS, AMENDMENTS TO FINAL  
13 ORDER, APPEALS OF WRITTEN INTERPRETATIONS OF THE  
14 DIRECTOR AND APPEALS OF FINAL ORDERS OF THE  
15 COMMISSION), PART 1 (GENERAL PROVISIONS),  
16 CHAPTER 656 (ZONING CODE), *ORDINANCE CODE*, TO  
17 DESIGNATE THE CITY COUNCIL AS THE QUASI-JUDICIAL  
18 BODY THAT APPROVES, APPROVES WITH CONDITIONS, OR  
19 DENIES ZONING EXCEPTIONS FOR ALCOHOL RELATED  
20 USES; PROVIDING CODIFICATION INSTRUCTIONS;  
21 PROVIDING AN EFFECTIVE DATE.

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

24 **Section 1. Amending Section 30.204 (Functions), Part 2**  
25 **(Planning Commission), Chapter 30 (Planning and Development**  
26 **Department), *Ordinance Code*.** Section 30.204 (Functions), Part 2  
27 (Planning Commission), Chapter 30 (Planning and Development  
28 Department), *Ordinance Code*, is hereby amended to read as follows:

29 **CHAPTER 30 - PLANNING AND DEVELOPMENT DEPARTMENT**

30 \* \* \*

31 **PART 2. - PLANNING COMMISSION**





- 1 (vi) Ingress and egress (driveways, alleys and easements);
- 2 (vii) Adjacent streets and right-of-way;
- 3 (viii) North arrow and graphic scale;
- 4 (ix) Signage (if any);
- 5 (x) Buildings setbacks and buffer (including dimensions);
- 6 (xi) Adjacent current property uses;
- 7 (xii) Adjacent zoning districts;
- 8 (xiii) Total land area; and
- 9 (xiv) Total building coverage area.

10 Additional items may be required, to the extent applicable, as  
11 required by any site review guidelines which may be promulgated by  
12 the Department from time to time. The site plan, as approved, shall  
13 be binding upon the exception, if granted. Upon receipt of the  
14 application, the Zoning Administrator shall determine whether the  
15 application is complete within five (5) working days. If it is  
16 determined that the application is not complete, written notice shall  
17 be provided to the applicant specifying the deficiencies. The Zoning  
18 Administrator shall take no further action on the application until  
19 the deficiencies are remedied. When the application is determined to  
20 be complete, all fees must be paid as specified in Section 656.147.

21 \* \* \*

22 (e) For purposes of this section, for alcohol-related zoning  
23 exceptions, all references to "Commission" shall mean the City  
24 Council. Alcohol-related zoning exception applications shall  
25 be considered by the City Council which shall apply the criteria  
26 set forth in Section 656.131(c) and the definition of exception.  
27 The Department shall be responsible for making an advisory  
28 recommendation with respect to each application for an alcohol-  
29 related zoning exception. Public hearings for alcohol-related  
30 zoning exceptions shall be noticed in the same manner as required  
31 for rezonings set forth in Section 656.137.

1 \* \* \*

2 **Sec. 656.137. - Notice of Public Hearing and public meetings for**  
3 **rezonings.**

4 \* \* \*

5 (g) For purposes of this section, for alcohol-related zoning  
6 exceptions, all preceding references to "Commission" shall mean  
7 the City Council.

8 **Section 3. Codification Instructions.** The Codifier and the  
9 Office of General Counsel are authorized to make all chapter and  
10 division "table of contents" consistent with the changes set forth  
11 herein. Such editorial changes and any other necessary to make the  
12 *Ordinance Code* consistent with the intent of this legislation are  
13 approved and directed herein, and the changes to the *Ordinance Code*  
14 shall be made forthwith and when inconsistencies are discovered.

15 **Section 4. Effective Date.** This Ordinance shall become  
16 effective upon signature by the Mayor or upon becoming effective  
17 without the Mayor's signature.

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19 Form Approved:

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21 /s/ Mary E. Staffopoulos

22 Office of General Counsel

23 Legislation Prepared By: Mary E. Staffopoulos

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