

Frequently Asked Zoning Questions

1. What is the difference between a Future Land Use designation and a Zoning district?

Future Land Use designations indicate the general category and allowable density or intensity for a particular parcel of land. “Density” describes how many residential units are allowed and “Intensity” describes how many square feet of non-residential use is allowed.

Zoning districts define the uses that are permitted on a parcel of land and include the design and development guidelines for those uses.

2. How can someone determine the Future Land Use or Zoning of a Property?

A property’s Future Land Use and Zoning designation can be found using the Clay County Planning and Zoning Division [map viewer](#).

After clicking on the link above, the first step is to locate the specific parcel you are interested in. You can either zoom into the map view until you find the property or else use the “Find” feature to the left of the map to search by the parcel number, address or owner name.

Note: The parcel identification number can be obtained from the Clay County Property Appraiser’s Office at (904) 284/269-6305 or by following this link: <https://ccpao.com/> (click on “Property Search” under “Quick Links” to search by name, address or parcel number. Or use the “Map” button at the top of the search page.)

Once you’ve selected the correct parcel, turn on the Future Land Use Data layer or the Zoning Data layer by clicking on the box at the left of the map. (Hint – it is best to only turn on one of these layers at a time.)

If you have trouble locating the property you’re interested in, want to confirm the information you’ve found, or need a letter formally confirming the Future Land Use and Zoning District designations of a property, you can contact the Planning and Zoning Division for more information at Zoning@claycountygov.com or by phone at (904) 529/278-4705.

3. Why would a parcel’s Zoning designation be changed?

If a property owner proposes to use or develop a parcel of land in a manner that does not conform to the current Zoning district guidelines, the owner would need to submit a Rezoning application.

The applicant must demonstrate that the proposed Rezoning is consistent with the Future Land Use designation for that parcel, with the requirements of the Land Development Code and compatible with the surrounding area.

4. Who can apply to change the Zoning designation of a property?

The property owner, or a legal representative of the property owner, can apply to change the Zoning district designation of a property. Application forms are available on the website of the Clay County Planning & Zoning Division.

5. How long does a Rezoning application take?

Rezoning applications are first heard by the Planning Commission and then decided by the Board of County Commissioners (BCC). From the time a Rezoning application is submitted, and providing that the application is complete at the time of submittal, the process takes roughly 60 days, with two possible exceptions: 1.) if the property involved is located in a planning district with an active Citizens Advisory Committee which must review the application before it goes to the Planning Commission, and/or 2.) if the property's Future Land Use designation will need to be changed as well as the Zoning District designation.

Property owners interested in submitting a Rezoning application should contact the Clay County Planning and Zoning Division, at Planning@claycountygov.com or (904) 529/278-4705 prior to submittal to schedule a pre-application meeting with staff for more detailed information on the process and the relevant deadlines for submittal.

The Planning & Zoning Division is part of the Department of Economic and Development Services and is located in Green Cove Springs:

Clay County Administration Building (3rd Floor)

477 Houston Street

Green Cove Springs, FL 32043

6. How can a citizen comment on or object to a Rezoning application?

An interested citizen can contact the Planning Division at (904) 529/278-4705 for more information. Citizens are always encouraged to attend the public hearings at the Planning Commission and the Board of County Commissioners. If you are unable to attend those hearings, you may email or mail comments to the Planning Division in advance of the meeting in order to have those comments read into the record at either: Planning@claycountygov.com or Clay County Planning Division, 477 Houston Street, Green Cove Springs, Florida 32043.