AGENDA
HISTORIC DISTRICT COUNCIL
REGULAR MEETING
MAY 21, 2026
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

1. CALL TO ORDER / ROLL CALL / DETERMINATION OF QUORUM

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MEETING MINUTES

3.1 Approval of Minutes for the Regular Meeting of March 19, 2026.

3.2 Approval of Minutes for the Regular Meeting of April 16, 2026.

4. CITY PROJECT UPDATES

4.1 Bosque Bello Columbarium Update- Parks & Recreation

4.2 Waterfront Park Expansion- Project Management

5. OLD BUSINESS

5.1 **HDC 2026-0009 - DONALD SKIPPER, AGENT FOR FOR JUDITH TORTORA, 811 WHITE STREET**
FINAL Certificate of Approval (COA) for the construction of a new 2-story single family residence and a 2-story detached accessory structure. *(Quasi-Judicial)*

5.2 **HDC 2026-0006 - SHANE DONOVAN FATLAND, 322 S. 6TH STREET**
FINAL Certificate of Approval (COA) for a comprehensive restoration of the structure including conversion from a duplex to a single family home, reintroduction of historic features, replacement of a shed, and addition of a garage.

6. NEW BUSINESS

6.1 **HDC2026-0010 - 1ST IMPRESSIONS CONTRACTORS INC, AGENT FOR BLUE HERON BNB LLC., 102 S. 7TH STREET**
CONCEPTUAL Certificate of Approval (COA) to replace vinyl siding with Hardie Board lap siding and trim, and repaint exterior to match existing color.

6.2 **HDC2026-0011 - 3 S DESIGN STUDIO, AGENT FOR MARIE & CHISTOPHER J. PULLAN, 803 WHITE STREET**
FINAL Certificate of Approval (COA) for the construction of a new 3-story single-family residence and a detached 2-story accessory structure. *(Quasi-Judicial)*

6.3 **HDC2026-0012 - BAGLEY CONSTRUCTION, AGENT FOR CITIZENS STATE BANK, 715 CENTRE STREET**
Certificate of Approval (COA) to repair front walkways and drive-thru area, including removal of the brick planter, existing curbing, and damaged sidewalk sections, and installation of new sidewalks, curbing, and drive-thru island.

6.4 **HDC2026-0013 - 3S DESIGN STUDIO, AGENT FOR STEVE & ANNE WALL, 306 S. 7TH STREET**
FINAL Certificate of Approval (COA) to construct a detached one-car garage and workshop.

6.5 **HDC2026-0014 - BLANCHFORD REAL ESTATE, LLC (COASTAL TEA CAFE), 27 S. 5TH STREET**
FINAL Certificate of Approval (COA) to convert the existing structure into commercial use. Site improvements include ADA compliance with a new ramp and side entrance on the south side, minor interior restroom expansion, exterior lighting, signage, repainting, and brick paver areas for outdoor seating.

7. BOARD BUSINESS

8. STAFF REPORT

8.1 Staff Certificates of Approval (COA) - April 2026

9. PUBLIC COMMENT

10. ADJOURNMENT

NEXT HDC REGULAR MEETING IS SCHEDULED FOR JUNE 18, 2026.

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired). All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the Planning Department (904) 310-3135.

DRAFT

MINUTES
HISTORIC DISTRICT COUNCIL
REGULAR MEETING
MARCH 19, 2026
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

1. CALL TO ORDER 5:00 PM

ROLL CALL / DETERMINATION OF QUORUM

MEMBERS PRESENT:

Robert Sala	Tammi Kosack
Veronica Byrnes	Dylan Psulkowski
James Pozzetta (Vice Chair)	Arlene Filkoff (Chair)

MEMBERS ABSENT:
Heather Sherstad-Schaller

OTHERS PRESENT:

Mia Sadler, Planner II	Glenn Akramoff, Deputy City Manager
Teresa Prince, City Attorney	Mackennah Tarmey, Recording Secretary

Teresa Prince, City Attorney, explained the quasi-judicial procedures and appeal process. She asked Board Members to disclose any ex parte communications. None were disclosed by Members.

Ms. Tarmey administered the oath to all parties wishing to give testimony.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MEETING MINUTES

3.1 Approval of the Minutes for the Regular Meeting of February 19, 2026.

ACTION TAKEN: A motion was made by Member Kosack, seconded by Member Psulkowski to approve the Minutes for the Regular Meeting of February 19, 2026, as presented.

Vote upon passage of the motion was taken by ayes and nays, and being, all ayes, carried.

4. OLD BUSINESS

5. NEW BUSINESS

5.1 HDC 2026-0002 - JAMES POZZETTA, ARCHITECT, AGENT FOR CHRISTOPHER & SHELLY NERI, 18 NORTH 4TH STREET
Certificate of Approval (COA) to construct an addition in the rear and make alterations to the structure.

(Quasi-Judicial)

At this point Member Pozzetta recused himself.

Ms. Sadler, City Planner II, presented the Staff Report Analysis, noting that this was a contributing structure and recommended approval.

Member Kosack noted that the Sanborn map shows this property as a 2-story home.

Mr. Pozzetta, 103 S. 18th Street, agent for the owner, confirmed that the current house was built in 1928 and is not the one referenced on the Sanborn Map. He continued by introducing the project and explaining the scope of work, detailing the changes to be made. He provided the board with history regarding the home, which was shared by neighbors. Finally, Mr. Pozzetta described how the renovations are in tune with the design guidelines and differentiates the old from the new.

Member Byrnes asked Mr. Pozzetta about the porch columns being original. He answered that they might be and have been painted over multiple times. Member Byrnes suggested they be retained and then asked about the shutters. He explained that the existing ones are deteriorating and they intend to be replaced and use more modern materials. Finally, Member Byrnes asked about the door and other aspects of the project to be preserved.

Member Kosack thanked the applicant and owners for acknowledging the small details and giving creativity to the home. She concurred with Member Byrnes regarding her comments about the columns. She suggested that he try and preserve them. Mr. Pozzetta said there is a small appetite for updating the home a bit and it is the intent to add new features. She further asked about the slab on grade addition, Mr. Pozzetta said that this is the only feasible option for the project.

Member Psulkowski asked about the decking and Mr. Pozzetta confirmed that it would mostly be redone.

Public comments were opened, and seeing none, public comments were closed.

Board discussion was opened. Chair Filkoff called upon the applicant to answer a few questions.

Christopher Neri, 18 N. 4th Street, owner, gave further comments about the existing conditions of the columns and noted that their stability would have to be assessed by a contractor.

Mr. Pozzetta came to the podium and explained other options available for the applicant to get the needed aesthetic look while also being aligned with salvaging the materials.

ACTION TAKEN: A motion was made by Member Byrnes, seconded by Member Kosack, to approve HDC case 2026-0002 with the following conditions: that the columns be wrapped with a chamfer; AND that the HDC make the following findings of fact and conclusions of law part of the record: that the HDC case 2026-0002, as presented, is substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Design Guidelines to warrant FINAL approval at this time.

Vote upon passage of the motion was taken by ayes and nays, and being all ayes, carried.

5.2 HDC 2026-0003 - STEVEN CARVER, 110 S. 4TH STREET

Certificate of Approval (COA) to construct an 8 feet board on board stained wood fence to separate residential property from neighboring commercial property. (Quasi-Judicial)

Ms. Sadler presented the Staff Report Analysis and recommended approval. She explained the issue that the establishment located at 407 Ash Street, with a new commercial use of bar/lounge, regularly hosts live music

performances in the backyard which immediately abuts the residence which created light and noise pollution to the applicant's residential zoned property. She provided Table 5.01.10(A) from the Land Developments Code and showed photos of the existing conditions.

Member Sala asked clarifying questions and Ms. Sadler provided answers regarding where the 8-foot fence would be erected, which would only be along the lot line sharing the rear lot line of the 407 Ash Street property.

Member Byrnes asked about when the change in language took place regarding residential fences abutting commercial properties where an 8ft fence may be used along the property line. Member Kosack said currently the guidelines allow for solid board fence in the rear yard only

Chair Filkoff said that if the C-3 property came in with an application for an 8ft fence, it would be allowed and approved on a Staff level.

Member Byrnes said that we should air on the side of caution and that fences should be on the more conservative side to preserve the look of the historic district, even if C-3 zoning allows 8ft fencing, emphasizing that residential codes must be followed.

Member Kosak voiced that there are multiple views regarding this and said she did research fencing in the area and found that statewide, the height is typically 6 feet. When there are incompatible uses, like in this case, it can be 8 feet, but with 6 feet board on board and 2 feet with a more stylistic choice. Once you get onto an 8-foot fence, there are additional permits and guidelines required. In Nassau County, there was a memorandum for permitting that there be other requirements to get permitted.

Member Byrnes said that she is sensitive to the issue on the residential side, but the issue is more on the commercial property side.

Member Sala said he likes the 6-foot-high option with a 2 feet decorative add-on.

John Cascone, 116 S. 4th Street, neighbors the Carvers property and said the disturbance from the commercial property really happens 3 to 4 nights a week. He handed a letter from the Carvers to Chair Filkoff stating that he couldn't be present for medical reason and allowed Mr. Cascone to represent him and testify on his behalf. Mr. Cascone said that he sent an email to code enforcement this week stating that there was a similar 6 foot to 2-foot lattice situation, along with the fact that Code Enforcement doesn't enforce the current noise ordinance. He gave personal inferences about his experience with the cigar parlor /bar and their noise levels. He insists that the board-on-board fence is the only avenue that will cut noise out immediately and allow them to enjoy the outdoors. He understands all the theoretical that have been brought up, but unfortunately, there are no other solutions that will suffice.

Chair Filkoff asked the board if they had any questions.

Member Kosak said that she deeply understands his concerns and wants a solution with this fence request although she feels like this would not attenuate the noise. She inquired about efforts to reach out to the cigar parlor. Mr. Cascone said they are not receptive to helping or cooperating with the matter.

Byrnes further said that she doesn't think this will solve the noise problem and will set a bad precedent for those with similar issues. Mr. Cascone said that he is better off trying than nothing at all.

Filkoff asked Staff of often has a similar situation occurred in the past. Ms. Sadler said that this mostly happens on the fringes of C-3 properties and found 2 other similar cases.

Member Pozzetta said there is a larger issue of incompatible uses and feels where an adjoining residential property on the fringe of an incompatible use property line, a 8-foot fence could be appropriate.

Member Sala asked why this wouldn't be presented as a variance. Ms. Prince did confirm that this would be considered. Ms. Sadler said that they did not want to push this through as a variance, the board exists to vary from the guidelines.

Further discussion ensued regarding guidelines compliances, compatible use of commercial properties, and setting a precedent.

Ms. Prince spoke of the process of the variance and its 6 criteria and spoke of possibility of waiving an application fee. Ms. Sadler provides the conditions for variance approval. Ms. Sadler noted that due to advertising requirements this option was not feasible.

Margaret Pearson, Planning Manager, suggested that this case request could instead be categorized as a request for a sound barrier instead of a fence. Ms. Prince along with Board Members found this solution acceptable.

ACTION TAKEN: A motion was made by Member Kosack, seconded by Member Byrnes to approve HDC case 2026-0003 without conditions to approve this as a sound barrier; AND that the HDC make the following findings of fact and conclusions of law part of the record: that the HDC case 2026-0003, as presented, is substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Design Guidelines to warrant FINAL approval at this time.

Vote upon passage of the motion was taken by ayes and nays, and being all ayes, carried.

5.3 HDC 2026-0005 - COTNER ARCHITECTS, LLC, AGENT FOR WILLIAM AND LESLIE HERBERT, 707 GARDEN STREET

FINAL Certificate of Approval (COA) for the construction of a single-family residence with crow's nest and detached accessory structure. *(Quasi-Judicial)*

Ms. Sadler presented the Staff Report Analysis and recommended approval. She shared information about this being previously approved under HDC2024-0001. She summarized that site design is compliant with the design guidelines and recommended approval with the condition that an archeological survey be required before permitting.

Member Sala had questions about topography, that the lot is at 15 feet, and asked if this is where they start to measure. Ms. Sadler answered in the affirmative.

Member Sala then asked about previously regarding previously approved COAs and how the changes should be documented and confirmed, Member Pozzetta confirmed that he also would like to see plans that reflect previous changes.

Member Pozzetta spoke of topographical measurement shown being based on the 1988 North American Vertical Data (NAVD) which is fixed datum not tied to sea level.

Ann Pittman, 15 N. 18th Street, explained that the project has the same footprint as previously approved and noted the changes that were made from the previous COA from 2024.

Member Kosak asked about the drainage. Ms. Pittman said that they are hiring a civil engineer to discover those remedies.

Public Hearing opened.

Jennifer Harrison, 800 Someruelus Street, asked about the crows nest feature. Ms. Pittman said it's not as much a defined feature but more so an artistic choice.

Public Hearing was closed.

After Member Kosack first motion, Ms. Jennifer Harrison, 800 Someruelus Street, provided some history about the findings of skulls and cannonballs that have previously been found in Old Town.

ACTION TAKEN: A motion was made by Member Kosack, seconded by Member Byrnes to approve HDC case 2026-0005 with the following conditions: that an archeological survey be acquired; AND that the HDC make the following findings of fact and conclusions of law part of the record: that the HDC case 2026-0005, as presented, is substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Old Town Development and Preservation Guidelines to warrant FINAL approval at this time.

Vote upon passage of the motion was taken by ayes and nays, and being all ayes, carried.

5.4 HDC 2026-0004 - CITY OF FERNANDINA BEACH, 1 FRONT STREET
Certificate of Approval (COA) for the construction of Phase II of the Amelia River Seawall. *(Quasi-Judicial)*

Glenn Akramoff, Deputy City Manager, provided the Board with a presentation about the process of development of government capital projects. He went through sections identifying the needs, the budgeting, and the construction phases, such as Project Identification & Long-Range Planning, Budget Authorization & Funding Approval, Procurement of Design Services, Design Development & Permitting, Construction Bidding & Selection, Construction Administration, Substantial Completion & Closeout, and lastly, Operations & Lifecycle Management.

Chair Filkoff said after all of her years here, she appreciated Mr. Akramoff offering insight into Project Management, and feels he genuinely cares about the quality of project management and that his input has been helpful in the long run.

Vice Chair Pozzetta said that the City's change of mindset of coming to this Board beforehand for solicitation makes a lot of sense to him, and the Board's expertise would be of benefit for the community.

The Board then moved to the two cases initiated by the City of Fernandina Beach with the first one being HDC 2026-0004.

Ms. Sadler presented the Staff Report Analysis for construction of a resiliency wall on the east side of S. Front Street stretching at 631 ft long. She summarized that this plan is in alignment with the resiliency plan and recommended approval.

Member Kosak asked if the project area ends at the Cooks property. Mr. Akramoff answered in the affirmative.

Public Hearing was opened and then closed with no parties wishing to speak.

Board Discussion was opened and Vice Chair Pozzetta said this is an important element of the CRA. Chair Filkoff asked Mr. Akramoff if the long-term plan is to go north all the way to the port. He answered in the affirmative.

Member Kosak asked about the lifespan of the sheet piling and the concrete. Mr. Akramoff said that lifespan range is about 35-50 years. He then clarified that Phase I is already established where a failing seawall was replaced but that some areas did not have a seawall.

Member Kosack also asked about engineering aspects of this project. She asked if there are any new techniques and technology that have helped this case. Mr. Akramoff affirmed that there are new engineering techniques that will improve and extend the longevity of the wall.

Member Psulkowski asked about public and private involvement. Mr. Akramoff said the intent is to start with public-owned properties and prove that we are able to implement and deliver such a project and then move our way up to reach out to private owners. This is largely a part of our Harbor Master Plan.

Chair Filkoff spoke of previous version of this plan that included breaks in the wall and inquired if this plan also includes breaks. Mr. Akramoff explained how they can prevent any issues with any existing breaks.

Member Byrnes asked about the bidding and financial aspect, suggesting budget allowances to avoid delays. Mr. Akramoff spoke of contingencies including bid contingencies. He noted that our requirements will include truck allowance and safety measures.

David Cook, 751 Wren Drive, spoke in support of the project and expressed the wish for future plans to have the wall to be expended south along his property.

ACTION TAKEN: A motion was made by Member Kosack, seconded by Vice Chair Pozzetta, to approve HDC case 2026-0004 without conditions; AND that the HDC make the following findings of fact and conclusions of law part of the record: that the HDC case 2026-0004, as presented, is substantially compliant with the Comprehensive Plan, the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Design Guidelines, and the Community Redevelopment Area Design Guidelines to warrant FINAL approval at this time.

Vote upon passage of the motion was taken by ayes and nays, and being all ayes, carried.

5.5 HDC 2026-0008 - CITY OF FERNANDINA BEACH, 1 FRONT STREET
Certificate of Approval (COA) for the demolition of a commercial structure (Brett's Cafe), the demolition and reconstruction of the pier, and construction of seawall segments. *(Quasi-Judicial)*

Ms. Sadler presented the Staff Report Analysis for the demolition of Bretts Waterway Café, dock house, and board walk, and recommended approval. She explained the requirements for demolition stating that the structures do not meet criteria for local, state, or national historic significance.

Vice Chair Pozzetta asked about a previous suggested discussion regarding ticketing kiosks and inquired as to when this discussion could take place. Mr. Akramoff said in Phase II of the rehabilitation, the building for kiosks will be addressed.

Vice-Chair Pozzetta inquired about the timeframe for the installation of "furniture" components and other features of the dock, such as benches and garbage containers. Mr. Akramoff said that a lot of the items that were there are going to be reinstalled. The other additions will come in Phase II of planning. He also addresses the choice of materials being used, the choice emphasizing longevity and safety.

Member Byrnes brought up the practicality of this long-term planning and Vice-Chair Pozzetta also raised concerns about the sun and the other design aspects of the plan. He suggested that more areas be created to align with the Genius Loci concept, allowing ease of access to water.

Chair Filkoff brought up questions about occupancies and safe enjoyment.

Member Sala inquired about the dock master office and made comments about the accessibility for boaters and free docking stations availability.

Mr. Akramoff noted that this is why he wanted to present this plan so he could receive comments and suggestions.

Public Hearing was opened.

Eric Bartelt, 3820 S. Fletcher Avenue, spoke of number of issues he had with this plan. He noted that the deck is at 7ft above base flood elevation, where the wall is at 9ft. He inquired as to why it isn't the same height as the flood plain and noted that it is the lifeline for all the other docks. Additionally, brought up the gangways that go to the floating docks, also looking like they may be misconfigured so that it is more susceptible to flooding or not ADA compliant. He then suggested his own alternative to the deck plan. Then, he showcased how the Kimley Horn plan marries the Passero plan for the seawall and deck but stated that the two contradict. He questioned the dock house being on land side. Lastly, he highlighted how his alternative plan is rectilinear to the downtown plan.

Mr. Akramoff addressed Mr. Bartell's concerns stating that during previous conversations current plans and some of the

questions have already aligned. He explained the other configurations of the project involving fuel lines and the impact of their location. In terms of the southern part of the deck, there were discussions that would accommodate meeting heights. He noted that the boat launch would bring some challenges. He stated that there are 4 components to this project and that 3 elements were going to be combined into 1 of the bid requests. Finally, he stated that he intends to meet with designers on all of the issues that were brought up this evening.

Member Kosack brought up the issue of stairs on the proposed plan and the issue of ADA compliance. Mr. Akramoff stated that the current mandate is for all stairs to be eliminated in order to meet the necessary ADA compliance.

Mr. Bartelt still questioned the required 9ft height base flood elevation versus the current 7ft for the deck and the removal and reconstruction of the boardwalk. Chair Filkoff assured Mr. Bartelt that these issues will be discussed and addressed with further conversations as some of them are within Phase II, and that the matter at hand tonight is to review and approve the current case.

There was further discussion about dockage and ramps, ADA compliance, the Request For Bid (RFP) time schedule, with a goal of April 6th, 2026, and the impact on delaying that time schedule.

Chair Filkoff inquired about the funding source to which Mr. Akramoff provided that a $7M line of credit is in place for the demolition, the pier replacement, and rehab of the Marina. As for the seawall, this is funded through a Florida State allocation.

ACTION TAKEN: A motion was made by Member Psulkowski, seconded by Member Kosack to approve HDC case 2026-0008 with the following conditions: that Staff ask the design team to make the pier design more square and less polymorphic, and to give more consideration to future shaded area, benches and amenities; AND that the HDC make the following findings of fact and conclusions of law part of the record: that the HDC case 2026-0008, as presented, is substantially compliant with the Comprehensive Plan, Land Development Code, the Secretary of the Interior's Standards, and the Community Redevelopment Area Design Guidelines to warrant FINAL approval at this time.

Vote upon passage of the motion was taken by ayes and nays, and being all ayes, carried.

Chair Filkoff asked Board Members to tread lightly with CRA reviews since these reviews require different authority from the Board than projects located within the Historic District.

6. BOARD BUSINESS

6.1 Fernandina Beach Historic Downtown Design Guidelines 2024 Version — Revision Review

Chair Filkoff suggested that this item be moved to the next Regular Meeting of April 16, 2026. Member Sadler noted that she will do additional research regarding 6 ft versus 8 ft high fencing requirements.

Board Member agreed.

Member Byrnes asked for some data showing instances where issues arise when these 2 different zones are present.

7. STAFF REPORT

7.1 Staff Certificates of Approval (COA) - February 2026.

8. PUBLIC COMMENT

Paul Lore, 11 S. 7th Street, spoke about his frustration regarding selective Code Enforcement, especially his own experience with Code Enforcement requirements for his house project versus other properties with similar issues that are currently or have been left unaddressed. He also noted issues such as the Paid Parking signage that was never submitted to the HDC for review, and parking spaces on Ash Street which materialized without review since the Paid Parking inception.

Chair Filkoff addressed those comments. She suggested that he visits Mr. Akramoff on these issues and encouraged him to see the City's new management leadership. Vice-Chair Pozzetta said it is our intention to improve public outreach. He also commented on Paid Parking and told him the story of how the HDC Board was circumvented from the parking sign approval.

9. ADJOURNMENT: 8:33 PM

_____ _____

Mackennah Tarmey, Recording Secretary Arlene Filkoff, Chair

DRAFT

MINUTES
HISTORIC DISTRICT COUNCIL
REGULAR MEETING
APRIL 16, 2026
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

1. CALL TO ORDER / ROLL CALL / DETERMINATION OF QUORUM

MEMBERS PRESENT

Arlene Filkoff (Chair)	Tammi Kosack
Heather Sherstad-Schaller	Veronica Byrnes
Dylan Psulkowski	

MEMBERS ABSENT:
James Pozzetta (Vice-Chair)

OTHERS PRESENT:
Mia Sadler, Planner II
Teresa Prince, City Attorney
Mackennah Tarmey, Recording Secretary

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MEETING MINUTES

3.1 Approval of Minutes from the March 19, 2026 Regular Meeting.

No Minutes were presented for approval.

Chair Filkoff asked members to disclose any ex parte communications. Member Sala disclosed speaking to Staff about items on the agenda along with having some discussion with some of the Old Town residents. Member Byrnes disclosed a conversation with the owner of 322 S. 6th Street, Member Kosack and Chair Filkoff both disclosed discussions with Staff regarding all items, and lastly Member Sherstand-Schaller had no ex parte disclosure.

Ms. Tarmey administered the oath to parties that wished to give testimony.

Ms. Prince, City Attorney, explained the quasi-judicial procedures and appeal process.

4. OLD BUSINESS

5. NEW BUSINESS

5.1 PRESENTATION - CITY PROJECTS UPDATE
Parks & Recreation and City Manager's Office

Scott Mikelson, Parks and Recreation Director, gave a brief presentation on the proposed Lighthouse project proposal. He indicated that the goal of this project is to create better visitor experience for the Amelia Island Lighthouse and provided the work scope of improvements of the structure, including the light repairs, acquiring funding and completion of exterior and interior works.

Jeremiah Glisson, Deputy City Manager, stated that a Facilities Needs assessment was completed in order to solidify the Special Category Grant that was acquired from the State's Department of Historic Resources. He described the nature of the work that has been going on at the Lighthouse and looks forward to providing more updates in the future.

Mr. Mikelson continued with his presentation, showing the Board the proposed changes such as fencing, the base of the lighthouse and incorporating the historic bricks within the new brick layout. Additionally, other improvements to be made are removing and replacing all of the sidewalks and widening them for ADA accessibility. He stated that visitor experience enhancement will help the lighthouse become more of a fixture in the community while allowing Florida's oldest lighthouse to shine.

Member Kosack said this would be a great improvement to the area and applauded the increased availability. She agreed with the fencing choice and then asked Mr. Mikelson if he knew the old bricks versus new bricks ratio. He answered that he was unsure of the exact ratio but there are a lot of new bricks to be used. He briefed Member Kosack with a potential plan and spoke of the technicalities of brick laying.

Member Sala asked about the age of the new bricks. Mr. Mikelson said they are brand new.

Mr. Glisson provided additional updates about City activities and noted that the historic Marine Street in Old Town has been subjected to people driving on the bluff and encroaching on private property. Bollards have now been proposed to restrict access to this area. Member Kosack recounted that a few years ago this case had come up and the board had opted to not open Marine Street to discourage access due to its sensitivity to coastal erosion. Mr. Glisson concurred and further discussed the kind of bollards styles and encouraged the board to provide feedback. Ms. Prince noted that you can close a right-of-way without vacating a right-of-way.

Further discussion ensued regarding accessibility and pedestrian access, and location of the bollards.

Bill Kavanaugh, 715 San Fernando Street, gave a brief history of the issues with Marine Street accessibility and concluded that there are a lot of nefarious activities happening in that area at night and want increased safety. Member Sala, being a resident of Old Town, engaged with Chair Filkoff about safety and the appearance of enforcement.

Mr. Glisson said it's been 60 days since the implementation of Paid Parking. Cumulative Gross Revenue has been exponential and approaching $400,000 and there is a live revenue update that lives on the website. Member Kosack and Member Sala asked about the gross revenues and the cumulative revenue comparisons.

Mr. Glisson gave another update on the Amelia River Waterfront Park. The grand opening occurred on April 11th and was a success with over a hundred people in attendance. There are a few aspects of the park that are under repair, including a water fountain and irrigation breaks. Inquiries are coming regarding rentals and usage of the park and pavilion, so an amended master fee schedule is in the works. Lastly, he closed with comments about the upcoming work to the seawall and the recent installation of the new pirate statue.

Chair Filkoff asked about honoring and giving recognitions to the railroad industry and shrimping industry within the area of the waterfront.

Mr. Glisson also gave updates on the following: the storm water projects on Ash Street, and the closing on the purchase of 115 South 2nd Street April 29th along with a condition assessment, with the demolition application likely being submitted to this Board in June/July as the subject property lies within the CRA district.

Chair Filkoff asked what the intent of the property use. Mr. Glisson provided a couple of options that have been talked about. Chair Filkoff asked Mr. Glisson to try to keep some aspects of the building intact to preserve some of the history of the building.

5.2 HDC 2026-0006 - SHANE DONOVAN FATLAND, 322 S. 6TH STREET
FINAL Certificate of Approval (COA) for a comprehensive restoration of the structure including conversion from a duplex to a single-family home, reintroduction of historic features, replacement of a shed, and addition of a garage.

Ms. Sadler presented the Staff Report Analysis and recommended approval.

Member Byrnes asked if the applicant will be required to submit engineering and architectural plans at the time of permitting. Ms. Sadler answered in the affirmative.

Member Kosack spoke of the request to also restore a side porch on the northeast area and noted that the sketches are not very detailed and may be more of the conceptual nature.
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Shane Fatland, 322 S. 6th Street, welcomed questions from Board Members.

Member Byrnes noted her appreciation for the project but feels there is information missing and would feel uncomfortable giving a Final approval for this project. Mr. Fatland said all drawing that were provided are to scale. Member Byrnes made further comments about the replacement of columns, the 2nd floor door, and the bay window.

Mr. Fatland said he is a historic preservationist and has a keen eye for small detail. He indicated that other homes have similar features and that the door and bay window fit best as a single-family home, since this property is currently a duplex.

There was further discussion regarding the aesthetic elements of this home.

There was discussion here about the motions that could be made. Member Byrnes suggested that the review be changed from Final to Conceptual or that a continuance be applied for additional details to be submitted.

Bryan Schreier, 322 S 6th Street, said that conceptual approval for these plans would further delay their project.

Board Members discussed the options on how to proceed such as conceptual approval with additional information.

Chair Filkoff asked Board Members to provide feedback on what additional information to provide, such as elevation call outs dimension and the elimination of the bay window.

Member Kosack emphasized the need for plans to state that openings remain the same when doors or windows are replaced or moved.

ACTION TAKEN: A motion was made by Member Byrnes, seconded by Member Kosack, to Conceptually approve HDC case 2026-0006 with the following conditions: that bay window be removed from the front elevation and that more details provided in terms of existing conditions and materials and heights on documents submitted for Final; AND that the HDC make the following findings of fact and conclusions of law part of the record: that the HDC case 2026-0006, as presented, is substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Design Guidelines to warrant CONCEPTUAL approval at this time.

Vote upon passage of the motion was taken by ayes and nays, being all ayes carried.

5.3 **HDC 2026-0007 - MEMORIAL UNITED METHODIST CHURCH - 601 CENTRE STREET**
FINAL Certificate of Approval (COA) to replace original windows at the Lamb Daycare building with new windows.

Ms. Sadler presented the Staff Report Analysis and recommended approval. She explained that this application is to seek final approval to replace 22 windows which proposed windows are not on the approved Window List. Ms. Sadler stated that the applicant provided a Window Survey and since the windows are not wooden or within our period of significance, Staff did not scrutinize this application as they would do with historic wood windows.

Tom Oliver, 4734 Oliver Lane, Co-Chair of the Board of Trustees of the memorial United Methodist Church and Randall Domingue representative from Home Depot were present to provide a sample of the windows and answer any questions from Board Members.

Member Kosack commended the applicant for the thoroughness of the history of the church.

Member Byrnes asked if the windows that are on the building now are original. The applicant answered in the affirmative.

Member Kosack spoke of the period of significance and when a building becomes a building of significance and the type of institution this building is, she would be more lenient and does understand the need for a daycare to be energy efficient and accept this choice of window.

Member Byrnes said that she doesn't love the vinyl style. Member Psulkowski agreed with her comments regarding vinyl style.

Chair Filkoff noted that this structure is not contributing. She engaged in conversation with Mr. Oliver about the history of the windows installation and the materials.

Mr. Oliver explained that they tried to match windows from neighboring structures which windows have exterior muntins.

Member Byrnes asked about the life expectancy of the chosen windows. Mr. Oliver answered that life expectancy is 100 years and this is why they chose this type.

Board Members discussed the different Series of Andersen windows and what guidance could be given to the applicant.

ACTION TAKEN: A motion was made by Member Psulkowski, seconded by Member Byrnes, to deny HDC case 2026-0007; AND that the HDC make the following findings of fact and conclusions of law part of the record: that the HDC case 2026-0007, as presented, is not substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Design Guidelines to warrant approval at this time.

Vote upon passage of the motion was taken by ayes and nays as follows:

Member Sherstad-Schaller, yes
Member Kosack, yes
Member Psulkowski, yes
Member Byrnes, yes
Member Sala, yes
Chair Filkoff, no

Motion Carried.

After a lengthy discussion, Board Members agreed to reopen the case to allow a vote on a different type of window, the Andersen 100 Series.

ACTION TAKEN: A motion was made by Member Kosack, seconded by Member Sherstad-Schaller, to amend and approve HDC case 2026-0007 with the following conditions: that the replacement of all windows be with the Andersen 100 Series windows, with 6 over 6 exterior raised muntins as stipulated in the original submission ; AND that the HDC make the following findings of fact and conclusions of law part of the record: that the HDC case 2026-0007, as presented, is substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Design Guidelines to warrant Final approval at this time.

Vote upon passage of the motion was taken by ayes and nays, being all ayes, carried.

5.4 HDC 2026-0009 - DONALD SKIPPER, AGENT FOR FOR JUDITH TORTORA, 811 WHITE STREET

CONCEPTUAL Certificate of Approval (COA) for the construction of a new 2-story single family residence and a 2-story detached accessory structure. *(Quasi-Judicial)*

Ms. Sadler presented the Staff Report Analysis and recommended Conceptual approval, referring to the necessity of a visibility feature to denote the mid-lot line and the media peonia visibility corridor.

Donald Skipper, 855 Cashen Drive, Skipper Construction Services, welcomed questions from the Board.

Member Sala asked Mr. Skipper the lot coverage and voiced concern about flooding. He asked the applicant to come back at final with stormwater mitigation plans. The applicant agreed.

Chair Filkoff brought up the media peonia line and its needed denotation. Mr. Skipper said he went back to the drawing board with this information and adjusted the plans to include a dormer which he thought would suffice.

Member Sala shared his personal experiences in accommodating the media peonia line and referred to the Old Town Preservation Design Guidelines that indicates that "if an owner owns the entire row of media peonia and plans to build on the maximum allowable percentage, then all building elements must demonstrate a mid-lot visibility corridor".

Member Kosack provided examples of connecting elements such as front porches or breezeway.

Member Byrnes suggested something on the 1st floor that would help define that connecting element. Mr. Skipper noted that the applicant would then have to revise their whole plans. He then listed other projects in Old Town where he feels connecting elements were less pronounced but approved by the Board.

Public Hearing was opened and closed with other parties wishing to give testimony.

ACTION TAKEN: A motion was made by Member Kosack, seconded by Member Byrnes, to conceptually approve HDC 2026-0009 with the following conditions: that there be more design guidance addressed to the media peonia delineation and that there be screening for the mechanical equipment; AND that the HDC case 2026-0007, as presented, is substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Old Town Development and Preservation Design Guidelines to warrant Conceptual approval at this time.

Vote upon passage of the motion was taken by ayes and nays, being all ayes, carried.

6. BOARD BUSINESS

6.1 Historic Downtown Design Guidelines- Board Comments

Chair Filkoff asked Members how comfortable they are in approving the amended guidelines after approving the latest

changes provided by Board Members.

Member Byrnes commented that due to Vice-Chair Pozzetta is absent, she isn't comfortable with voting for final approval.

Ms. Prince also noted the time sensitivity due to grant funding being involved.

Ms. Sadler said she made the necessary changes submitted that she saw applicable. She may have to reach out to the consultant to modify some formatting.

Upon Member Byrnes bringing up item Roman numeral 10, Board Members discuss the inclusion of language covering documents needed for proper review and the creation of a checklist.

Member Byrnes spoke of page 41 regarding "discussion of removal of existing siding" and emphasized the need to retain original siding.

With the proposed amendment having been implemented, Chair Filkoff encouraged the Board to vote on this latest version of the Guidelines and recommended consideration to the City Commission for final approval.

ACTION TAKEN: A motion was made by Member Kosack, seconded by Member Byrnes, to approval the 2026 updates to the Fernandina Beach Historic Downtown Design Guidelines per Land Development Code 1.06.00, Documents Adopted by Reference in Section 8.02.00 Historic District Council Roles and Responsibilities, as presented, and recommend adoption to the City Commission.

Vote upon passage of the motion was taken by ayes and nays, being all ayes, carried.

7. BOARD BUSINESS

8. STAFF REPORT

8.1 Staff Certificates of Approval (COA) - March 2026

Member Byrnes asked about the possibility to be provided all submitted documents to Staff COA application. Ms. Sadler suggested created a separate document that could be provided to Member at the time the agenda packet is emailed. Board Members agreed.

9. PUBLIC COMMENT

No members of the public were present to speak.

10. ADJOURNMENT: 8:26PM

_____ _____

Mackennah Tarmey, Recording Secretary Arlene Filkoff, Chair

HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2026-0009
MAY 21, 2026

Owner/Applicant:	Donald Skipper of Skipper Construction Services, agent for Judith S. and John P.Tortora
Property Address:	811 White Street
Parcel ID #	00-00-31-1580-0005-0030
Current zoning:	OT-1
FLUM land use category:	High Density Residential
Existing uses on the site:	Vacant
FL Master Site File #	N/A
Year Built:	N/A
Contributing Status:	N/A
Requested actions:	FINAL Certificate of Approval (COA) to construct a new 2-story single-family residence and a 2-story detached accessory structure.

All required application materials have been received. All fees have been paid. All required notices have been made.

811 White Street



Design Vision Statement:

"We believe the design Is fitting within the design elements of Old Town."- HDC application

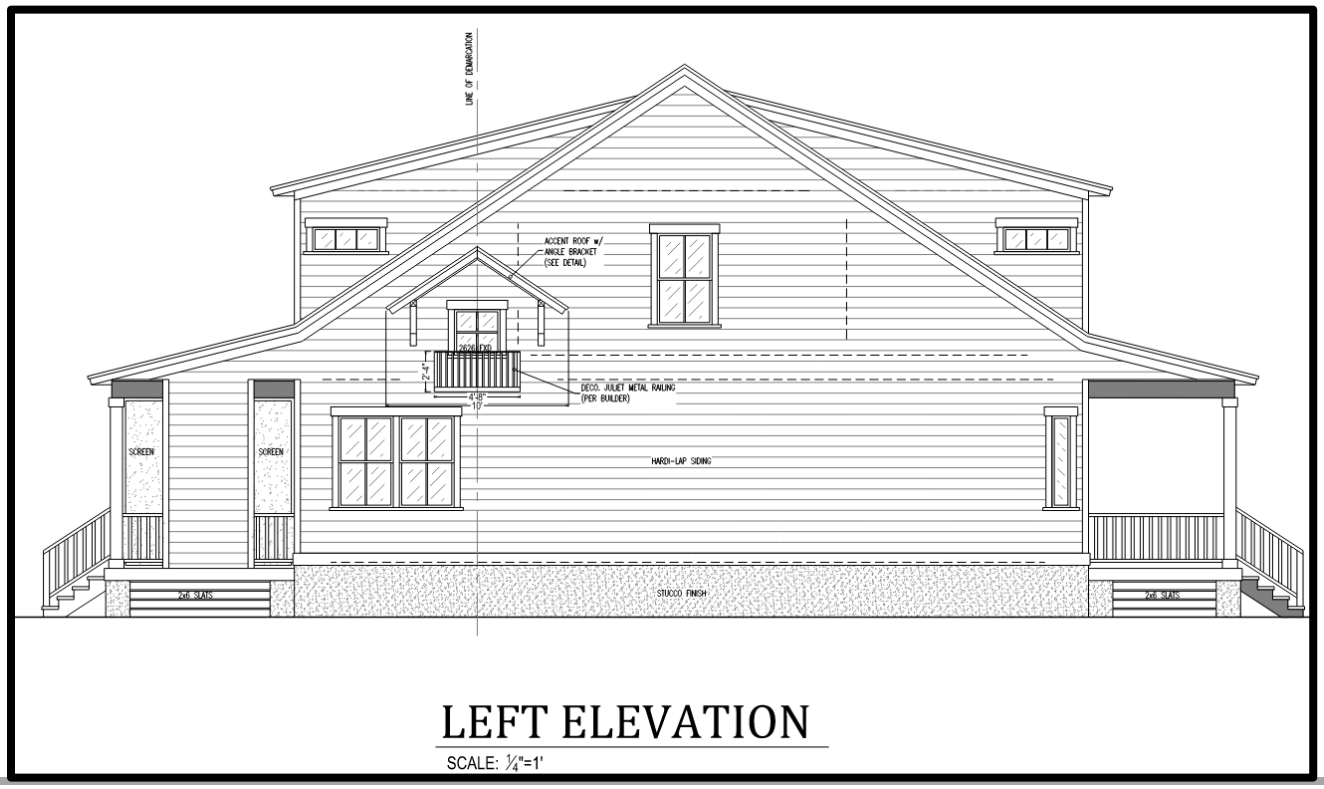
SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is seeking **final** approval to construct a new single-family home and a detached accessory structure (ADU) garage on two media peonia lots at the northwest intersection of Amelia Street and White Street in Old Town. The applicant has returned to HDC after receiving conceptual approval at the April 16, 2026 meeting. This revised design meets most of the criteria of the Old Town Preservation and Development Guidelines. However, the definition of the mid-lot visibility corridor, that requires 10 foot visibility corridor between the lots, is not a significant feature of the design. The Board requested the mid-lot visibility corridor be more defined in the design along with screening of the mechanical equipment.

The Old Town Preservation and Development Guidelines are clear about the treatment of the mid lot visibility corridors, "Principal and Outbuildings may not cross lot lines without the use of an open space or Connecting Element that maintains the dimensions of the Mid-Lot Corridors." (OTPDG, 62) The definition of connecting elements is "Connecting Elements are those architectural components that link Principal and Secondary structures. Connecting Elements include but are not restricted to porches, pergolas, colonnades, loggias, Florida rooms, pergolas, breezeways, and carports." (OTPDG, 44)

Although the gable extends the full 10 feet of the visibility corridor, the principal building still crosses without the use of a connecting element. Staff finds that the addition of the balconette and extension of the gable does not satisfy this requirement.

Elevations:





REAR ELEVATION

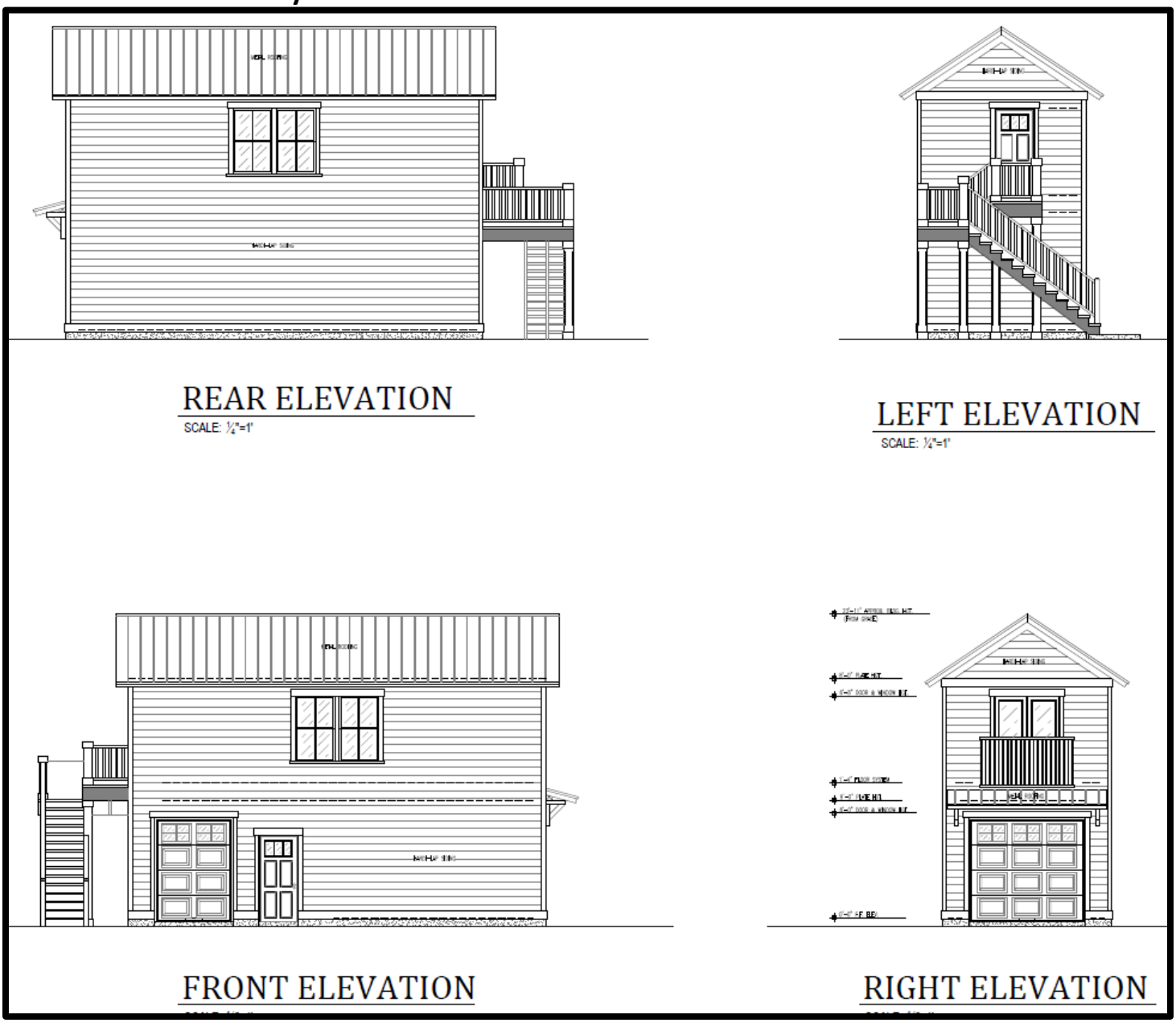
SCALE: ¼"=1'



FRONT ELEVATION

SCALE: ¼"=1'

Elevations for Accessory Structure:



APPLICABLE GUIDELINES:

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE
CITY OF FERNANDINA BEACH OLD TOWN PRESERVATION AND DEVELOPMENT GUIDELINES
SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

1. **A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**
   Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
2. **The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.**
   Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒

3. **Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.**
   Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
4. **Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.**
   Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
5. **Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.**
   Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
6. **Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.**
   Findings: Complies ☐ Does not Comply ☐ N/A ☒
7. **Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.**
   Findings: Complies ☐ Does not Comply ☐ N/A ☒
8. **Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.**
   Findings: Complies ☐ Does not Comply ☐ N/A ☒
9. **New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.**
   Findings: Complies ☐ Does not Comply ☐ N/A ☒
10. **New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**
    Findings: Complies ☒ Does not Comply ☐ N/A ☐

ANALYSIS:

PROPOSED MATERIALS		
	Type/Material/Brand	**Color**
Exterior Fabric	James Hadie lap siding	Pure White SW7005
Doors	Therma Tru DSA	Light French Gray SW0055
Windows	Andersen A Series	White
Roofing	Reed Metal, standing seam metal	Silver
Fascia/Trim	James Hardie trim	Pure White SW7005
Foundation	Off grade, stucco with slats	
Shutters	N/A	N/A
Porch/Deck	Wood	Light French Gray SW0055
Fencing	Wood picket	Pure White SW7005
Driveways/ Sidewalks	Crushed shell driveway and brick sidewalk	N/A

Site Plan –

- **Housing Type** – Single-family detached homes and outbuildings/garages are a permissible housing type in OT-1 zoning district.

- **Lot Density** – Properties, such as this, in the OT-1 zoning district, may have lot coverage up to 45%. This site plan meets that requirement at 45% as nonconditioned elements of houses are not factored into the lot coverage calculation. If these elements were factored into the calculation, the lot coverage would be 58.9%.

- **Mechanical** – Per LDC 4.02.03(A)7, "*Mechanical equipment may be located within the side or rear yard setback, but not closer than five (5) feet to side or rear yard lot lines."* The site plan provides location of mechanical equipment as consistent with dimensional standards. The plan was revised to show mechanical equipment screening.

- **Encroachments** – There are no encroachments into the front, side, or rear yard visibility corridors. Porches and steps, as shown on the west side of the accessory structure and at the front of the primary structure, are permitted to encroach into the side yard visibility corridor by 24 inches. The primary structure crosses the mid lot line between the two underlying media peonia lots.

- **View Corridors**—The requirements for 5' view corridors on the front, rear, and side property lines are satisfied. The required mid-lot visibility corridor for construction on media peonias does not appear to meet the intent of the Old Town Preservation and Development Guidelines. The applicant has called attention to the mid lot visibility corridor by adding 10' wide gables on the east and west sides of the house. Page 62 of the guidelines reference the following, "Mid-Lot Corridors make the historic lot division visible along the east-west orientation. Mid-Lot Corridors on frontage lots make the media peonia lots visible and are required regardless of ownership. On interior peonia lots, this corridor appears at mid-block. If an aggregate of peonias extends from street to street, a visibility corridor shall be present in the design of the buildings indicating the mid-block dimension. **Principal and Outbuildings may not cross lot lines without the use of an open space or Connecting Element that maintains the dimensions of the Mid-Lot Corridors**." (OTPDG, pg. 62). Since the plans were revised following the April 16, 2026 HDC meeting, the design still does not fufill this requirement of the Old Town Preservation and Development Guidelines.

- **Parking –** The driveway to be accessed from Amelia Street. The driveway material is crushed shell which is the preferred driveway materials for Old Town.

Elevations –

- **Scale** – The building is appropriately scaled and in proportion with existing development in the Old Town Historic District. There is some variety in massing incorporated into the design.

- **Height** – Building height shall be measured from the average natural grade, to the highest point on the structure, per LDC 4.02.03(C). Height of the primary structure is 30' 3" from the grade as indicated on page B2.0 of the plans. The height of the accessory structure is 23' 11" which is compliant with the LDC and the Old Town Preservation and Development Guidelines.

- **Materials** – The project features materials that replicate traditional materials. Wood is used in elements such as the porch and the fence.

- **Foundation** – The project will be constructed on an off-grade stucco foundation, approved materials for the Old Town Historic District.

- **Windows** – The proposed windows are on the list of approved materials.

- **Doors** – The proposed doors, including the windows on either side fit in with the character of Old Town.

STAFF RECOMMENDATION:

Staff finds that the requested action, as presented, is consistent with the Comprehensive Plan, the Land Development Code, Secretary of Interior Standards. However, since the media peonia mid-lot visibility corridor aspect of the Old Town Development and Preservation Guidelines does not appear to be met, and staff relies on the HDC's interpretation of the guidelines.

Staff recommendation:

Denial of HDC 2026-0009 as the mid lot visibility corridor has not been architecturally addressed through a connecting element.

MOTION TO CONSIDER:

I move to **approve or deny** case number HDC 2026-0009 **with or without** conditions;

AND I move that the HDC make the following findings of fact and conclusions of law part of the record:

That HDC case HDC 2026-0009, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Old Town Development and Preservation Guidelines to warrant FINAL approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2026-0009 Combined Application and Backup Materials

From: noreply@civicplus.com
To: Planning Info
Subject: Online Form Submittal: Historic District Council (HDC) Certificate of Approval (COA) Application
Date: Thursday, April 23, 2026 10:26:48 AM

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender, were expecting this email, and know the content is safe.

Historic District Council (HDC) Certificate of Approval (COA) Application

HISTORIC DISTRICT COUNCIL (HDC): CERTIFICATE OF APPROVAL (COA) APPLICATION
USE THIS FORM TO Apply for BOARD approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA) AND STAFF-LEVEL review for EXTERIOR PAINT and INSTLLATION OF PERVIOUS PAVERS projects ONLY.

NOTE: All other STAFF-LEVEL approvals (i.e, fence, right-of-way, roof) and smaller STAFF-LEVEL project reviews can be submitted with your building permit where reviews will be performed and cost will be assessed simultaneously.

Fees *Field not completed.*

Basis for Review
All applications, whether Staff or Board review, are reviewed for consistency with the City of Fernandina Beach Comprehensive Plan, Land Development Code, and applicable guidelines such as the Downtown Historic District Design Guidelines, Old Town Fernandina Preservation and Development Guidelines, and the Community Redevelopment Area (CRA) Design Guidelines. Guidelines for the Historic Districts are based on the U.S. Secretary of the Interior's Standards for Rehabilitation.

IMPORTANT NOTES

Conceptual Approvals
Conceptual approvals are provided by the HDC as a courtesy to the applicant in an effort to allow comment from the Historic District Council and citizens during the conceptual design process. The HDC will provide the applicant with feedback and guidance relating to the proposal and take a vote to indicate whether the board feels the proposal is adequately appropriate to proceed. In all cases, the applicant must return to the HDC to seek final approval of their projects. There is no additional fee for this review above the Certificate of Approval fee.

Pre-Application Meeting

To guide you through the process and to ensure that your application is properly processed, you'll need to meet with the Preservation Planner prior to submitting your application. The application must be submitted at least 42 days before the scheduled meeting to allow time for review. Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, right-of-way, or zoning permit (if required).

Application Requirements	*Field not completed.*
Please see the Land Development Code (LDC) for detailed information:	*Field not completed.*
The LDC is Available for Review at	www.fbfl.us/LDC
Appeals *An applicant may appeal the HDC's decision for variances to a court of record as outlined in LDC Section 10.02.04(D). The petition shall be presented to within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.*	
PROJECT TYPE	New Construction
APPROVAL TYPE	Board Approval: Final
Have you met with a planner for a pre-application meeting?	Yes
What was the date of your pre-application meeting?	2/10/2026
PROPERTY INFORMATION	Property information can be found at the Nassau County Property Appraiser's website → Map Search
Historic District	Old Town
Site Address	811 White Street
City	Fernandina Beach
	Florida

Product Description	Standing Seam Metal
Color	Silver FL24508-RO
FASCIA/TRIM	
Manufacturer	James Hardi
Product Description	Fascia
Color	Pure White SW7005
FOUNDATION	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
SHUTTERS	
Manufacturer	NA
Product Description	*Field not completed.*
Color	*Field not completed.*
PORCH/DECK	
Manufacturer	Wood
Product Description	Wood - Decked Porches
Color	Light French Gray SW0055
FENCING	
Manufacturer	Wood
Product Description	Wood - Pickett
Color	Pure White SW7005
DRIVEWAYS/SIDEWALKS	
Manufacturer	Shell / Brick
Product Description	Crushed Shell Driveway and Brick Sidewalk
Color	White / Brick

SIGNAGE	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
OTHER	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
Please upload supplemental documentation and all product brochures, paint color samples, etc.	
Upload 1	Tortora Revised Plan.pdf
Upload 2	Tortora Warranty Deed.pdf
Upload 3	Tortora Lot Pic 1.PNG
Upload 4	*Field not completed.*
Upload 5	Tortora Revised Site Plan.pdf
Upload 6	Tortora Inspiration Photo 2.jpg
Upload 7	Tortora Lot pic 2.PNG
Upload 8	*Field not completed.*
Upload 9	Tortora Tree Survey.pdf
Upload 10	Tortora Inspiration Photo.jpg
Upload 11	Tortora Owners Authorization.pdf
Upload 12	*Field not completed.*
Certification	By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. , I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:, I AGREE THAT A POSTING NOTICE WILL BE INSTALLED ON THE PROPERTY(IES) IN QUESTION AND THAT SAID SIGN

WILL ONLY BE REMOVED BY STAFF AFTER THE MEETING OR BROUGHT BACK TO CITY HALL BY APPLICANT.

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.

2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.

3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.

7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.

8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

9. I/We understand that Certificates of Approval are only valid for one (1) year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

10. I/We understand that the City Staff will install a Notice of Hearing sign on the property 14 days before the scheduled heating and that the sign must only be removed after the hearing by City Staff, unless, the applicant or property owner brings the Notice of Hearing back to City Hall.

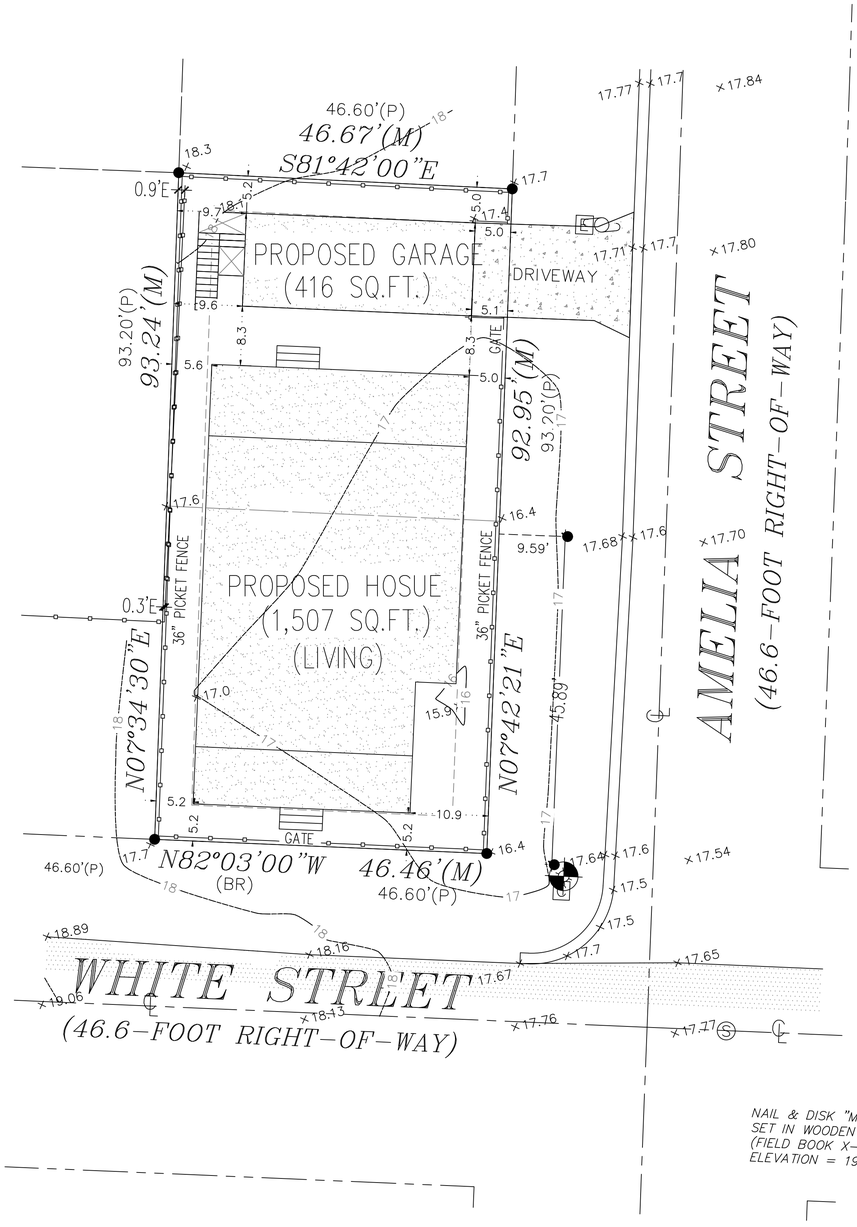
Applicant First Name Donald

Applicant Last Name	Skipper
Today's Date	4/23/2026

DEPARTMENT OF PLANNING & CONSERVATION
204 Ash Street | Fernandina Beach Florida 32034 |Contact: Mia Sadler at 904 310-3488 | www.fbfl.us/planning

Please make sure to disable pop-up blocker in order to submit.

Email not displaying correctly? View it in your browser.



NAIL & DISK "MANZIE LB 7039"
SET IN WOODEN LIGHT POLE
(FIELD BOOK X-402, PAGE 26)
ELEVATION = 19.00' N.A.V.D. 1988)

COVERAGE CALCULATION

LOT =	4,334 SQ.FT.
NEW HOUSE =	1,507 SQ.FT. (100%)
NEW GARAGE =	416 SQ.FT. (100%)
NEW DRIVE/WALK (PAVERS)=	32 SQ.FT. (50% of 64sq.ft.)
COVERAGE =	1,955 SQ.FT. (45.0%)

BUILDING RESTRICTION LINES	
LOCATION	DISTANCE
FRONT	5'-0"
REAR	5'-0"
SIDE	5'-0"

SIDE SETBACK SHALL INCREASE 6" FOR EVERY
12" ABOVE 25'-0" BUILDING HEIGHT

NOTES:
- MAX LOT COVERAGE (PER ZONING)
- LIMITS OF EAVES NOT SHOWN ON SITE
- PROJECT SHALL BE EQUIPPED w/ GUTTERS, DOWN SPOUTS, & DRAINS. LOCATION & SPECS AS PER CONTRACTOR/BUILDER

SITE PLAN

SCALE: 1 = 10

SP1.0

SHEET #:
PROJECT NAME:

PROJECT #:	00.00.00
DRAWN BY:	WMD
CHECKED BY:	MGH
SCALE:	¼"=1'-0"
DATE:	03.03.26

DOWNS
DRAFTING & DESIGN LLC
P.O. Box 557
Callahan, FL. 32011
(904)536-0857
downsdraftinganddesign@gmail.com

DOWNS DRAFTING AND DESIGN LLC IS A DRAFTING SERVICE AND HOLDS NO RESPONSIBILITY IN THE ENGINEERING AND CONSTRUCTION OF ANY PORTION OF BUILDINGS CONSTRUCTED WITH THESE PLANS. IT IS THE RESPONSIBILITY OF THE HOMEOWNER OR CONTRACTOR TO VERIFY ALL DIMENSIONS AND CONSTRUCTABILITY PRIOR TO PROCEEDING WITH CONSTRUCTION. HOMEOWNER OR CONTRACTOR SHALL VERIFY ALL CONSTRUCTION IS PERMITTED AND CODE COMPLIANT WITH ALL LOCAL BUILDING CODES AND OFFICIAL PROCESSES.

OWNER/ BUILDER

TORTORA
RESIDENCE

PROJECT ADDRESS

811 WHITE ST.
FERNANDINA BCH, FL.
32034

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03.03.26
ENGINEER OF RECORD



REAR ELEVATION

SCALE: ¼"=1'



FRONT ELEVATION

SCALE: ¼"=1'

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B2.0

SHEET #:	(2) OF (12)
PROJECT NAME:	TORTORA – WHITE ST.
PROJECT #:	25.11.07
DRAWN BY:	WMD
CHECKED BY:	MGH
SCALE:	¼"=1'-0"
DATE:	04.28.26

DOWNS DRAFTING & DESIGN LLC
P.O. BOX 557
Callahan, FL. 32011
(904)536-0857
downsdraftinganddesign@gmail.com

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OWNER / BUILDER

TORTORA RESIDENCE

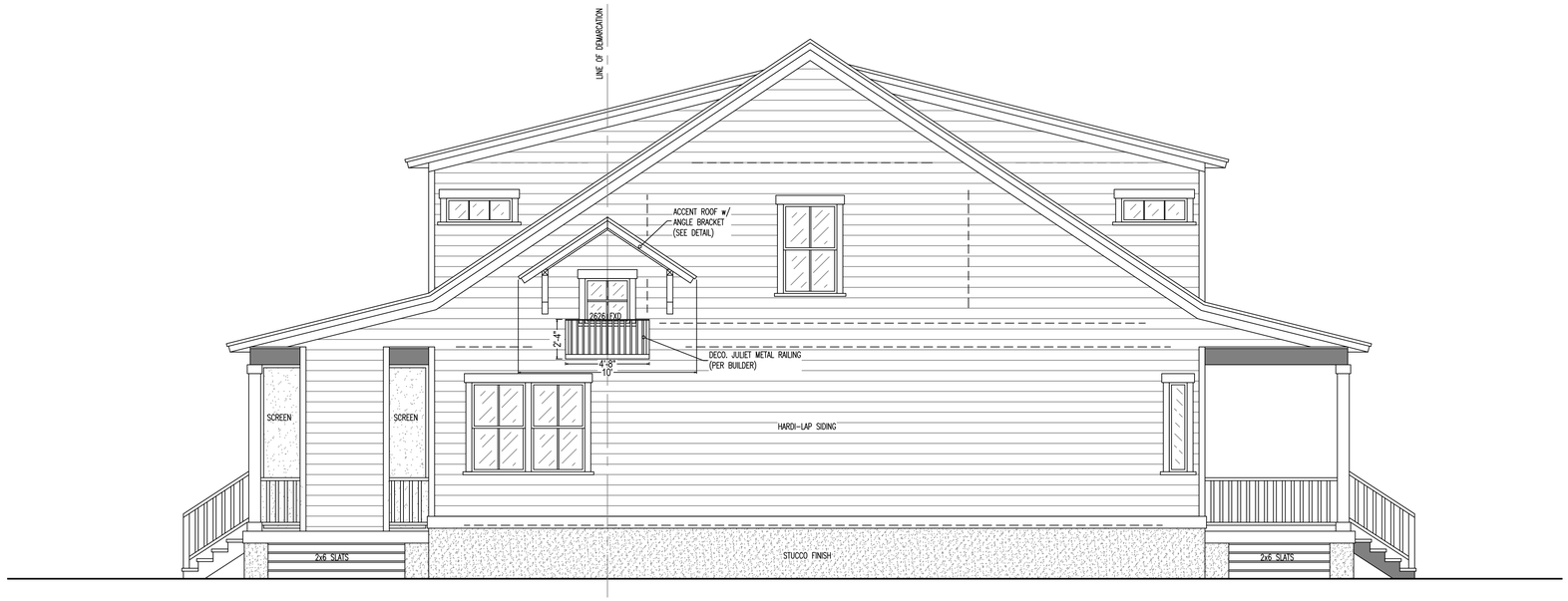
PROJECT ADDRESS

811 WHITE ST.
FERNANDINA, FL.
32034

MICHAEL G. HOLDER
PE# 16215
P.O. BOX 1008
CALLAHAN, FL 32011

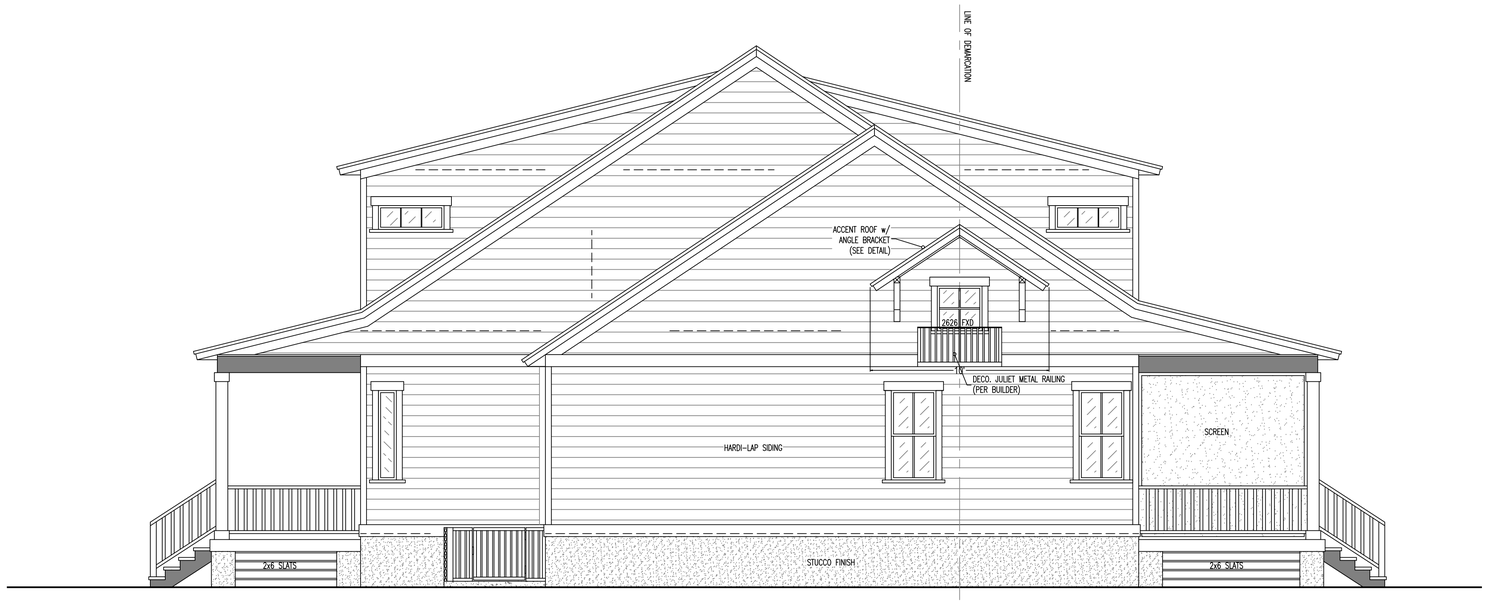
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04.28.26
ENGINEER OF RECORD



LEFT ELEVATION

SCALE: ¼"=1'



RIGHT ELEVATION

SCALE: ¼"=1'

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B2.1

SHEET #:	(3) OF (12)
PROJECT NAME:	TORTORA – WHITE ST.
PROJECT #:	25.11.07
DRAWN BY:	WMD
CHECKED BY:	MGH
SCALE:	¼"=1'-0"
DATE:	04.28.26

DOWNS
DRAFTING & DESIGN LLC
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OWNER / BUILDER

TORTORA
RESIDENCE

PROJECT ADDRESS

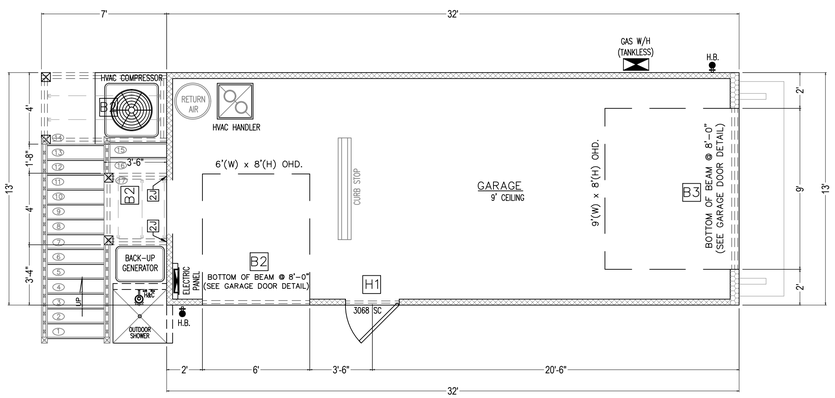
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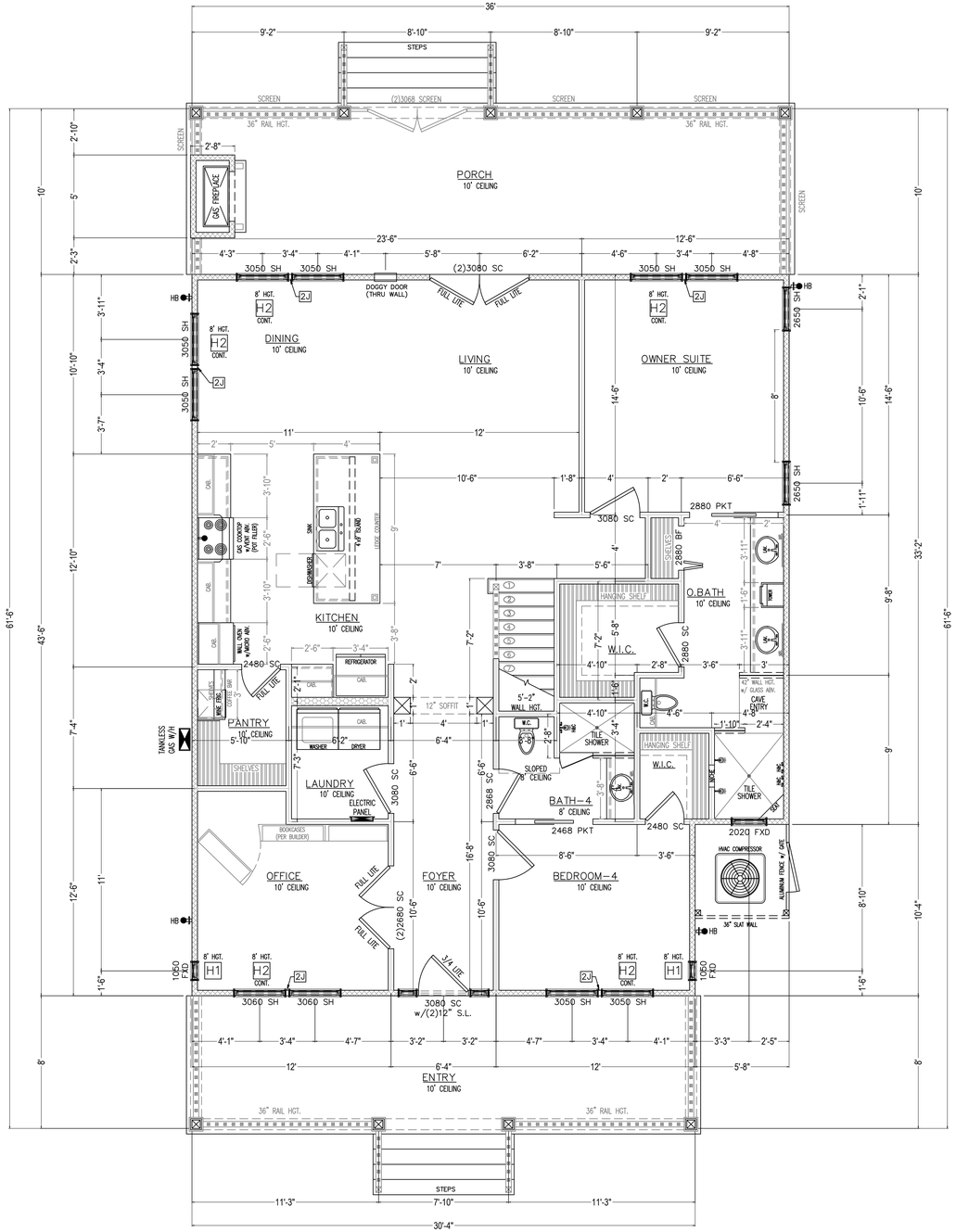
SQUARE FOOTAGE		
AREA	TYPE	FOOTAGE
GARAGE	UNCONDITIONED	416 sq.ft.
COVERING	UNENCLOSED	14 sq.ft.
DECK	UNENCLOSED	14 sq.ft.
2ND LEVEL	CONDITIONED	416 sq.ft.
TOTAL A/C		416 sq.ft.
TOTAL SQ.FT		860 sq.ft.



1ST LEVEL GARAGE PLAN

SCALE: ¼" = 1'

SQUARE FOOTAGE		
AREA	TYPE	FOOTAGE
1ST LEVEL	CONDITIONED	1,507 sq.ft.
ENTRY	UNENCLOSED	242 sq.ft.
PORCH	UNENCLOSED	360 sq.ft.
2ND LEVEL	CONDITIONED	865 sq.ft.
TOTAL A/C		2,372 sq.ft.
TOTAL SQ.FT		2,974 sq.ft.



1ST LEVEL FRAMING PLAN

SCALE: ¼" = 1'

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B4.0

SHEET #: (5) OF (12)

PROJECT NAME: TORTORA – WHITE ST.

PROJECT #: 25.11.07

DRAWN BY: WMD

CHECKED BY: MGH

SCALE: ¼"=1'-0"

DATE: 04.28.26

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OWNER / BUILDER

TORTORA RESIDENCE

PROJECT ADDRESS

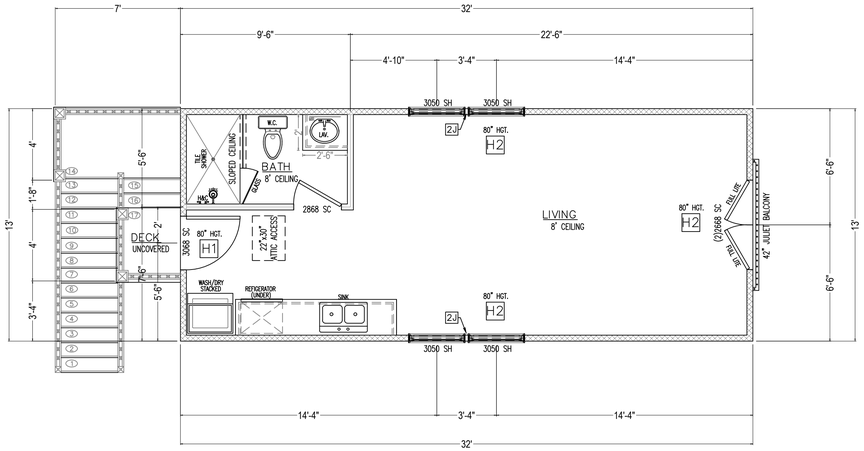
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MICHAEL G. HOLDER
PE# 16215
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CALLAHAN, FL. 32011

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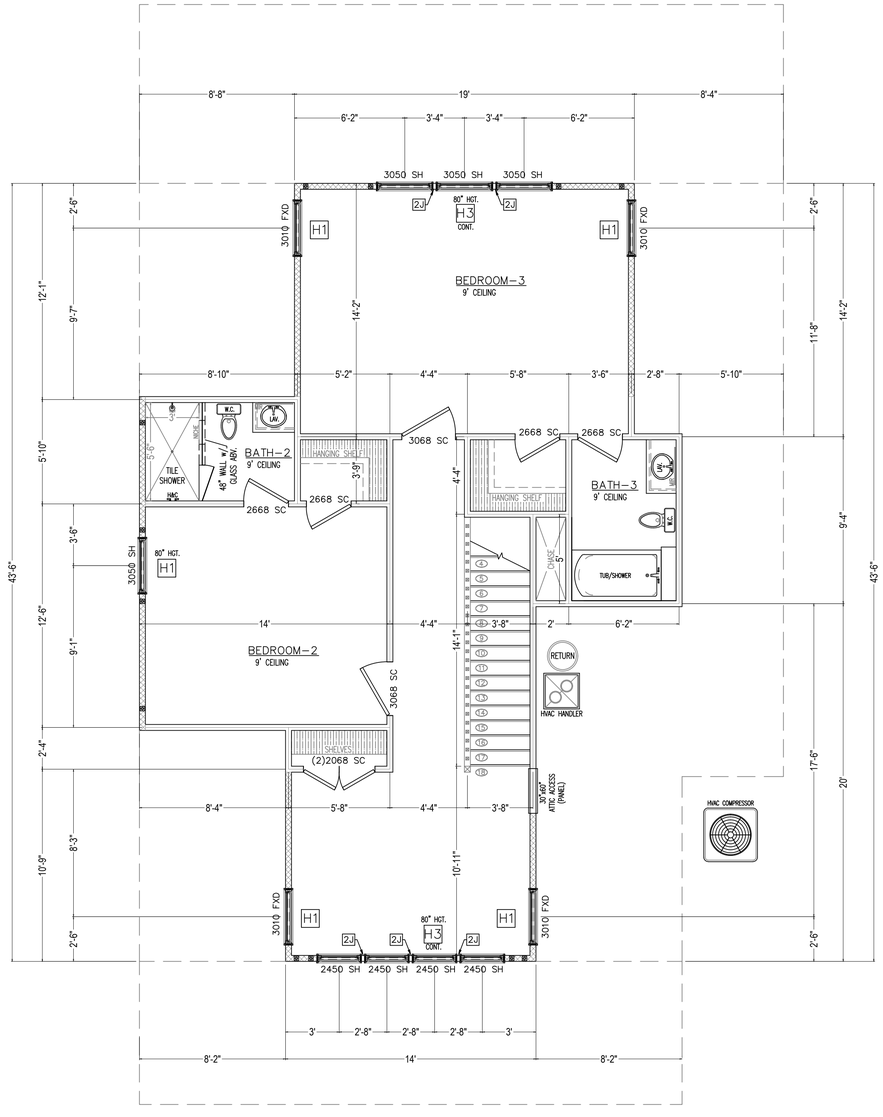
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AREA	TYPE	FOOTAGE
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COVERING	UNENCLOSED	14 sq.ft.
DECK	UNENCLOSED	14 sq.ft.
2ND LEVEL	CONDITIONED	416 sq.ft.
TOTAL A/C		416 sq.ft.
TOTAL SQ.FT		860 sq.ft.



2ND LEVEL GARAGE PLAN

SCALE: ¼" = 1'

SQUARE FOOTAGE		
AREA	TYPE	FOOTAGE
1ST LEVEL	CONDITIONED	1,507 sq.ft.
ENTRY	UNENCLOSED	242 sq.ft.
PORCH	UNENCLOSED	360 sq.ft.
2ND LEVEL	CONDITIONED	865 sq.ft.
TOTAL A/C		2,372 sq.ft.
TOTAL SQ.FT		2,974 sq.ft.



2ND LEVEL FRAMING PLAN

SCALE: ¼" = 1'

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B4.1

SHEET #: (6) OF (12)

PROJECT NAME: TORTORA – WHITE ST.

PROJECT #: 25.11.07

DRAWN BY: WMD

CHECKED BY: MGH

SCALE: ¼"=1'-0"

DATE: 04.28.26

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OWNER / BUILDER

PROJECT ADDRESS

TORTORA RESIDENCE

811 WHITE ST.
FERNANDINA, FL.
32034

MICHAEL G. HOLDER
PE# 16215
P.O. BOX 1008
CALLAHAN, FL. 32011

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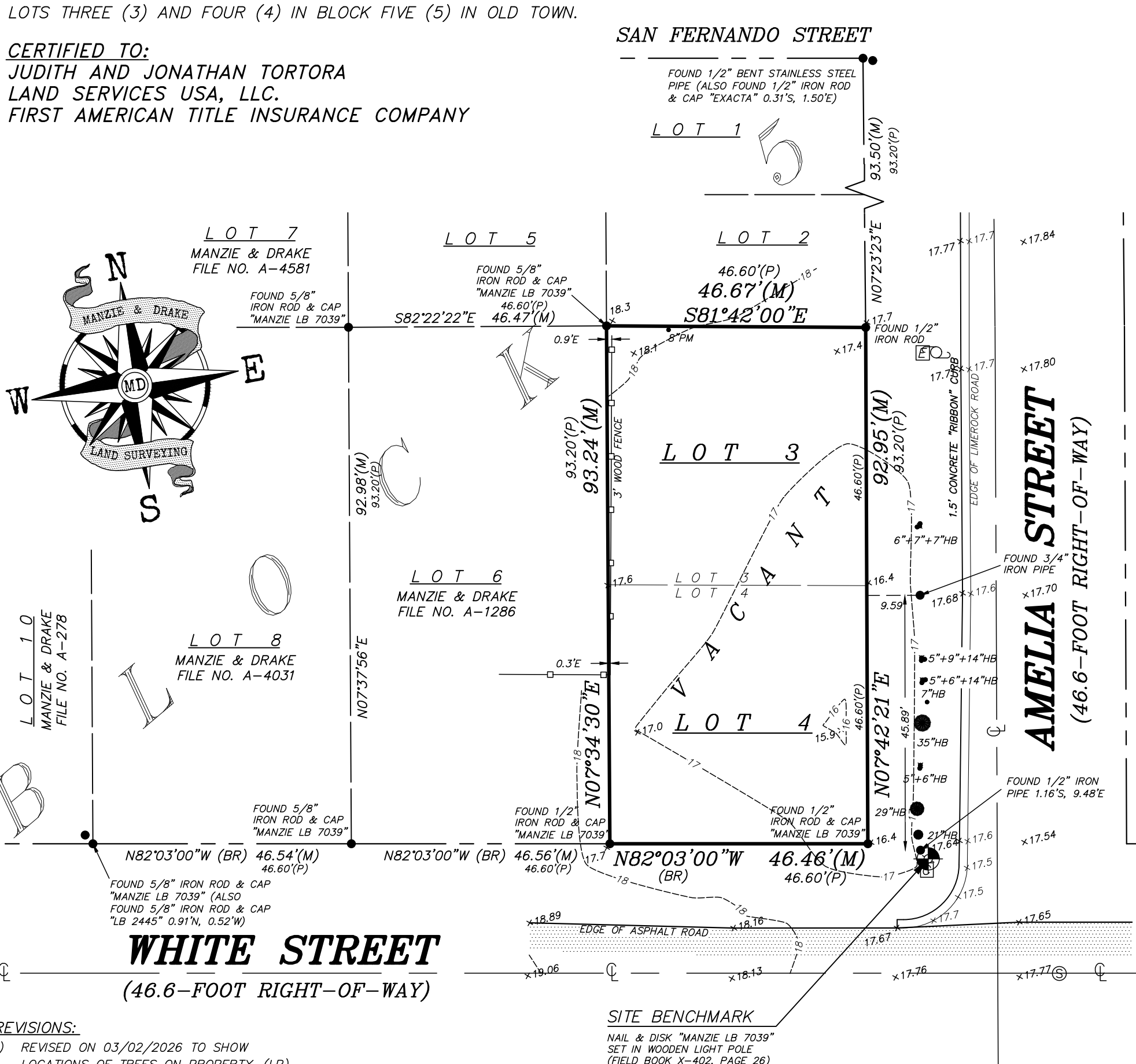
MAP OF BOUNDARY & TOPOGRAPHIC SURVEY

(OFFICIAL RECORDS BOOK 2822, PAGES 992 THROUGH 995)
ALL OF THAT CERTAIN PIECE, PARCEL OR TRACT OF LAND LYING AND BEING IN THE COUNTY OF NASSAU AND THE STATE OF FLORIDA KNOWN AND DESCRIBED AS FOLLOWS:

ALL THAT CERTAIN LOT, PIECE OR PARCEL OF LAND SITUATE, LYING AND BEING IN THE CITY OF FERNANDINA BEACH (FORMERLY NAMED FERNANDINA), COUNTY OF NASSAU AND STATE OF FLORIDA, AND FURTHER KNOWN AND DESCRIBED ON THE OFFICIAL PLAT OF SAID CITY (AS LITHOGRAPHED AND ISSUED BY THE FLORIDA RAILROAD COMPANY IN 1857 AND ENLARGED, REVISED AND REISSUED BY THE FLORIDA TOWN IMPROVEMENT COMPANY IN 1887 AND 1901) AS:

LOTS THREE (3) AND FOUR (4) IN BLOCK FIVE (5) IN OLD TOWN.

CERTIFIED TO:
JUDITH AND JONATHAN TORTORA
LAND SERVICES USA, LLC.
FIRST AMERICAN TITLE INSURANCE COMPANY



REVISIONS:
1) REVISED ON 03/02/2026 TO SHOW LOCATIONS OF TREES ON PROPERTY. (LP)

SURVEY NOTES:
1) Unless it bears the original signature and the original raised seal of a Florida licensed Surveyor and Mapper or Validated Digital Signature by a Florida licensed Surveyor and Mapper, this map/report is for informational purposes only and is not valid.
2) The "Legal Description" hereon is in accord with the description provided by the client
3) Underground Improvements were not located or shown.
4) Lands shown hereon were not abstracted by this office for easements, rights-of-way, ownership or other instruments of record.
5) Bearings shown hereon are based on an assumed bearing of N82°03;00"W for the northerly right-of-way line of White Street. The bearing reference line is indicated as thus (BR).
6) The property shown hereon lies within flood zone "X" per the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) panel 12089C 0229 G, dated 08/02/2017.
7) Site Benchmark is as shown hereon.
8) Elevations shown hereon refer to North American Vertical Datum of 1988. (N.A.V.D. '88)
9) The Reference Benchmark is the north rim of sanitary sewer manhole located in the intersection of White Street & Amelia Street (known as S-8 per Manzie & Drake Project 19502). (Elevation = 17.64' N.A.V.D. 1988)

TREE LEGEND:
O = OAK TREE
PM = PALM TREE

TREE DISCLAIMER:
NUMBER OF TREES SHOWN ON SURVEY: 16

SPECIES OF TREES HAVE BEEN IDENTIFIED TO THE BEST OF OUR KNOWLEDGE AND BELIEF; HOWEVER MANZIE & DRAKE LAND SURVEYING WILL ASSUME NO LIABILITY, EXPRESSED OR IMPLIED, FOR THE CORRECTNESS OF SAID SPECIES IDENTIFICATION.

TREES HAVE BEEN LOCATED AS ACCURATELY AS POSSIBLE UNDER CURRENT CONDITIONS AND HAVE A POSITIONAL TOLERANCE OF APPROXIMATELY 2 TO 3 FEET. CRITICAL TREES SHOULD BE VERIFIED PRIOR TO CONSTRUCTION.

LEGEND
- [C] = COMMUNICATIONS PEDESTAL
- = CONCRETE CURBING
- [E] = ELECTRICITY HAND HOLD
- = LIGHT POLE
- (S) = SEWER MANHOLE
- = WOOD POWER POLE
- = BENCHMARK
- (BR) = BEARING REFERENCE
- ℄ = CENTERLINE
- □-□-□= FENCE: WOOD
- NAVD = NORTH AMERICAN VERTICAL DATUM
- O.R.B. = OFFICIAL RECORDS BOOK
- (M) = MEASURED
- (P) = PLAT

THE INFORMATION SHOWN HEREON MEETS THE STANDARDS OF PRACTICE SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

MELANIE G. PLATT, P.S.M. 7605

JOB: 14797-3-4	CADD: WKD
SCALE: 1"=20'	CREW: SS
DATE: 12/03/2025	FIELD BOOK: X-402
FILE: A-6211	F.B. PAGE: 26

MANZIE & DRAKE LAND SURVEYING
117 South Ninth Street, Fernandina Beach, FL 32034
Phone: (904) 491-5700 www.ManzieAndDrake.com
Certificate of Authorization Number "LB 7039"









OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION

I /WE JUDITH and JONATHAN TORTORA
(print name of property owner(s))

hereby authorize: PAMELA SKIPPER and SKIPPER CONSTRUCTION
(print name of agent)

to represent me/us in processing an application for: _____
(type of application)

on our behalf. In authorizing the agent to represent me/us, I/we, as owner/owners, attest that the application is made in good faith and that any information contained in the application is accurate and complete.

(Signature of owner) **(Signature of owner)**

Judith Tortora — **(Print name of owner)**

Jon Tortora — **(Print name of owner)**

STATE OF ~~FLORIDA~~ MARYLAND

COUNTY OF ~~NASSAU~~ HARFORD

Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 3rd day of March, 2026, by Judith Tortora and Jonathan Tortora.

Samuel A. Hanke III — Notary Public — Printed Name

February 12, 2029 — My Commission Expires

Personally Known ✓ OR Produced Identification _____ ID Produced: _____

SAMUEL A HANKE III
NOTARY PUBLIC
HARFORD COUNTY
MARYLAND
MY COMMISSION EXPIRES FEBRUARY 12, 2029

Inst. Number: 202545031131 Book: 2822 Page: 992 Page 1 of 4 Date: 10/14/2025 Time: 1:59 PM
Mitch L. Keiter Clerk of Courts, Nassau County, Florida Doc Mort: 0.00 Int Tax: 0.00 Doc Deed: 1,960.00

Prepared by:
Raphael F. Hanley, Esq.
Land Services, USA, LLC
602 East Baltimore Pike, Suite 100
Media, PA 19063

After Recording Return to:
Land Services, USA, LLC
602 East Baltimore Pike, Suite 100
Media, PA 19063
FLFA25-4820

Tax Identification No.: 00-00-31-1580-0005-0030

WARRANTY DEED
(Florida)

THIS SPECIAL WARRANTY DEED made this 9th day of October, 2025, effective the 14th day of October, 2025, between James E. Stallings, Jr. and M. Amelia Stallings, husband and wife, whose address is 152 Buford Place, Macon, GA 31204 (hereinafter called "Grantors"), and Judith Sara Tortora and Jonathan Paul Tortora, husband and wife, whose address is 2 Keyser Woods Court, Baltimore, MD 21208 (hereinafter called "Grantee") (wherever used herein, the terms "Grantors" and "Grantee" include the respective parties to this instrument and their respective heirs, legal representatives and assigns of individuals).

W I T N E S S E T H :

THAT the Grantors, for and in consideration of the sum of **TWO HUNDRED EIGHTY THOUSAND DOLLARS ($280,000.00)**, to them in hand paid by the said Grantee, the receipt whereof is hereby acknowledged, have granted, bargained, conveyed and sold to the said Grantee, the following land, situate, lying and being in Nassau County, Florida, to wit:

See Exhibit "A" attached hereto and made a part hereof.

SUBJECT TO taxes for the current year and subsequent years; restrictions, reservations, covenants, conditions and easements of record; comprehensive land use plans, zoning, restrictions, prohibitions and other requirements imposed by governmental authority; and public utility easements (it not being the intent hereof to reimpose any of the foregoing).

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or appertaining.

To Have and to Hold, the same in fee simple forever.

And the said Grantors hereby confirm that the parcel of land above described is not the homestead of Grantors.

And the said Grantors hereby covenant with said grantee that the grantors are lawfully seized of said land in fee simple; that the grantors have good right and lawful authority to sell and convey said land; that the grantors do hereby fully warrant the title to said land, and will defend the same against the lawful claims of all persons whomsoever.

[signature page follows]

IN WITNESS WHEREOF, Grantors have hereunto set their hand and seal the day and year first above written.

Signed, sealed and delivered
in the presence of:

James E. Stallings, Jr.

M. Amelia Stallings

M. Amelia Stallings

Witness
Print Name: Bethany M Pointer
Address: 129 Luke Smith Rd
Macon GA 31211

Witness
Print Name: Christian Hasty
Address: 113 Deer Run Dr
31220 Macon, GA

STATE OF Georgia)
ss:
COUNTY OF Bibb)

The foregoing instrument was acknowledged before me by means of [ ] physical presence or [ ] online notarization, this 9 day of October, 2025 by **James E. Stallings, Jr.** and **M. Amelia Stallings**, husband and wife, who [ ] are personally known to me or who [✓] have produced GA DL GA DL as identification.

WITNESS my hand and notarial seal as of the day and year first above written.

Notary Public
My Commission Expires:

Jessica D Hall
NOTARY PUBLIC
HOUSTON COUNTY, GEORGIA
My Commission Expires 08/14/2029

Exhibit "A"
Legal Description

All of that certain piece, parcel or tract of land lying and being in the County of Nassau and the State of Florida known and described as follows:

ALL THAT CERTAIN LOT, PIECE OR PARCEL OF LAND SITUATE, LYING AND BEING IN THE CITY OF FERNANDINA BEACH (FORMERLY NAMED FERNANDINA), COUNTY OF NASSAU AND STATE OF FLORIDA, AND FURTHER KNOWN AND DESCRIBED ON THE OFFICIAL PLAT OF SAID CITY (AS LITHOGRAPHED AND ISSUED BY THE FLORIDA RAILROAD COMPANY IN 1857 AND ENLARGED, REVISED AND REISSUED BY THE FLORIDA TOWN IMPROVEMENT COMPANY IN 1887 AND 1901) AS:

LOTS THREE (3) AND FOUR (4) IN BLOCK FIVE (5) IN OLD TOWN.

HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2026-0006
May 21, 2026

Owner/Applicant:	Dylan Psulkowski, Built to Last Construction LLC, agent for Shane D. Fatland
Property Address:	322 S 6th Street
Parcel ID #	00-00-31-1800-0127-0032
Current zoning:	R-2
FLUM land use category:	Medium Density Residential
Existing uses on the site:	Multi-family
FL Master Site File #	NA00408
Year Built:	1900
Contributing Status:	Contributing
Requested actions:	Certificate of Approval (COA) to restore the structure, including the following: - Conversion from duplex back to single-family - Addition, restoration, and replacement of windows and installation of permanent shutters - Conversion of one window to an exit door to garage, and replacement of all exterior doors - Reintroduction of original sawn balustrade on all porches - Construction of a 12' x 22' detached accessory structure (garage) - Replacement of existing shed with a new 9' x 9' accessory structure (shed) - Restoration of side porch - Installation of gas lights to front porch and rear entrance, and to front and rear of garage

All required application materials have been received. All fees have been paid. All required notices have been made.



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is seeking **final** approval for a comprehensive restoration of a contributing structure located at 322 S 6th Street. A detailed description of the scope of work is included in the application and below:

- Conversion from duplex back to single-family
- Addition, restoration, and replacement of windows and installation of permanent shutters
- Conversion of one window to an exit door to garage, and replacement of all exterior doors
- Reintroduction of original sawn balustrade on all porches
- Construction of a 12' x 22' detached accessory structure (garage)
- Replacement of existing shed with a new 9' x 9' accessory structure (shed)
- Restoration of side porch
- Installation of gas lights to front porch and rear entrance, and to front and of rear garage

The structure at 322 S 6th Street is a frame vernacular, contributing structure to the Downtown Fernandina Beach Historic District. It has most recently functioned as a duplex, now under new ownership, with the intention of converting the structure back to a single-family home. The renovation includes a variety of changes including changing the floor plan to cement the current intended use as single family. The addition of two accessory structures, a shed and a garage, are designed to be complimentary to the primary structure. Many of the other requested changes such as the restoration of the side porch, restoration/rebuilding of the windows, installation of gas lights near the entrances, and the reintroduction of a sawn balustrade, enhance the historic nature of the home.

Following the April 16, 2026 HDC meeting, the applicants were asked to provide additional details and information in order for the Board to warrant final approval. The table below shows what was requested by the Board and how the applicant responded. This information is also included in the revised application materials in a Q/A format. In addition to this, the applicants provided a window survey, more details on materials, and an updated survey. Staff finds the additional material sufficient in meeting Board requirements.

Board request	**Staff review of applicant's response**
Call out for height and dimensions specifically on garage, measured from grade to the peak of the roof.	Height call outs have been added to the elevations on the garage and the primary structure.
Information about intentions for the posts on the porch.	Existing posts will be wrapped with ¾" KDAT increasing column size from 3.5" to 5.5" and will feature chamfered edges.
Add setbacks to the site plan drawing (25' front, 20' rear. 4.5' side setbacks, 3' setbacks for accessory structures) in the R-2 zoning district.	Setbacks have been added to the site plan.
Call out the type of wood (species, width) for all construction, such as siding and railings and any detail on type of material for any new material.	Addressed on the response sheet with highlighted question #4.
More details on the side porch restoration on the southeast corner. Include the existing south elevation for the restoration of the south porch.	Addressed on the response sheet with highlighted question #5 and reflected in the drawn plans.

Request the removal of the bay window and provide replacement concept with detail	That element of the plan has been eliminated.

APPLICABLE GUIDELINES:

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE
CITY OF FERNANDINA BEACH HISTORIC DOWNTOWN DESIGN GUIDLINES
SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

1. **A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
2. **The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
3. **Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
4. **Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
5. **Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
6. **Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.**
   Findings: Complies ☒ Does not Comply ☐ N/A ☐
7. **Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.**
   Findings: Complies ☒ Does not Comply ☐ N/A ☐
8. **Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.**
   Findings: Complies ☒ Does not Comply ☐ N/A ☐
9. **New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.**
   Findings: Complies ☒ Does not Comply ☐ N/A ☐
10. **New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**
    Findings: Complies ☒ Does not Comply ☐ N/A ☐

ANALYSIS:

PROPOSED MATERIALS		
	Type/Material/Brand	**Color**

Exterior Fabric repairs	7in cedar lap siding, match existing width	Match existing
Exterior Fabric (garage)	Hardie board, board and batten	Match existing
Foundation (Garage/Shed)	Concrete pad	N/A
Railing	Sawn balustrade, 30” on first floor, 36” on second floor	Match exisiting
Columns	KDAT pine to wrap existing 4”x4” columns	Match existing
Doors	Solid KDAT smooth grain 1 3/8” pine, and painted	Match existing
Garage door	wood-grain, with carriage door-style hardware	Walnut
Roofs	Shingles to match existing	Black to match existing
Windows	Restoration of existing windows. New windows will be direct copies made of 1 3/8 KDAT wood and historic reproduction glass	Match existing
Shutters	Wood	Match existing
Porch/Deck	Wood	Match existing
Garage/Shed	Wood and asphalt shingles	Match existing

Site Plan –

- **Housing Type** – Single-family detached homes and outbuildings/garages are permissible housing types in R-2 zoning district.
-
- **Lot Density** – Properties, such as this, in the R-2 zoning district, may have impervious lot coverage up to 60%. This site plan meets that requirement and has no more than two accessory structures.

- **Mechanical** – Per LDC 4.02.03(A)7, “*Mechanical equipment may be located within the side or rear yard setback, but not closer than five (5) feet to side or rear yard lot lines.”* The site plan provides location of mechanical equipment on the south side of the house. It will be replaced with the same size in the same place as it exists. Since it is going in an existing location, it is permitted to remain in the same spot.

- **Encroachments** – There are no encroachments into the front, side or rear yard setbacks.

- **Parking –** The driveway leads from S. 6th Street to the one car garage on the north side of the property. The driveway materials are existing and proposed to remain.

- **Orientation** – All primary structures are required to front the street as shown in this plan. The accessory structures are situated behind the primary façade and face S 6th street as well.

Elevations –

- **Scale** – The scale of the primary structure remains the same. The alteration of the bay window contributes to the breaking up of mass between the first and second floor. The accessory structures are appropriate in scale for this property and the Downtown Historic District.

- **Height** – Building height is not proposed to change as part of this project. The accessory structure is appropriate at 14.5 feet.

- **Materials** – The project features traditional materials or materials that replicate traditional materials. The applicant emphasizes custom woodwork for windows, doors, and siding that may need repair or replacement. Since the April 16, 2026 meeting, the applicant has added a window survey, existing elevations of the rear and north elevation.

- **Foundation** – The project does not include alterations to the primary structure's foundation. All foundation will be approved by the Building Department and will demonstrate compliance with the Florida Building Code at time of permitting.

- **Windows** – Most windows will be restored, while others will be rebuilt to match original. The bay window that was part of the original design has been eliminated.

- **Doors** – The project includes a new front door that matches what exists on the second floor

- **Porch railings:** The porch railings proposed are custom sawn balustrade at 30" height for historical accuracy. If the deck/porch is greater than 30" from the ground, railing heights compliant with the Florida Building Code will be required.

STAFF RECOMMENDATION:

Staff finds that the requested action, as presented, is consistent with the Comprehensive Plan, the Land Development Code, Secretary of Interior Standards, and the Downtown Historic District Design Guidelines.

Staff recommendation: FINAL Approval of HDC 2026-0006 as the revised application materials appear to satisfy the requirements of the Historic District Council.

MOTION TO CONSIDER:

I move to **approve or deny** case number HDC 2026-0006 **with or without** conditions;

AND I move that the HDC make the following findings of fact and conclusions of law part of the record:

That HDC case HDC 2026-0006, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Historic Downtown Fernandina Beach Design Guidelines to warrant FINAL approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2026-0006 Revised Application and Backup Materials
EXHIBIT 2 Florida Master Site File: NA00408

From: noreply@civicplus.com
To: Planning Info
Subject: Online Form Submittal: Historic District Council (HDC) Certificate of Approval (COA) Application
Date: Wednesday, February 25, 2026 10:39:07 AM

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender, were expecting this email, and know the content is safe.

Historic District Council (HDC) Certificate of Approval (COA) Application

HISTORIC DISTRICT COUNCIL (HDC): CERTIFICATE OF APPROVAL (COA) APPLICATION

USE THIS FORM TO Apply for BOARD approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA) AND STAFF-LEVEL review for EXTERIOR PAINT and INSTLLATION OF PERVIOUS PAVERS projects ONLY.

NOTE: All other STAFF-LEVEL approvals (i.e, fence, right-of-way, roof) and smaller STAFF-LEVEL project reviews can be submitted with your building permit where reviews will be performed and cost will be assessed simultaneously.

Fees	Certificate of Approval (COA): Board Review - Residential Single Family) $250

Basis for Review

All applications, whether Staff or Board review, are reviewed for consistency with the City of Fernandina Beach Comprehensive Plan, Land Development Code, and applicable guidelines such as the Downtown Historic District Design Guidelines, Old Town Fernandina Preservation and Development Guidelines, and the Community Redevelopment Area (CRA) Design Guidelines. Guidelines for the Historic Districts are based on the U.S. Secretary of the Interior's Standards for Rehabilitation.

IMPORTANT NOTES

Conceptual Approvals

Conceptual approvals are provided by the HDC as a courtesy to the applicant in an effort to allow comment from the Historic District Council and citizens during the conceptual design process. The HDC will provide the applicant with feedback and guidance relating to the proposal and take a vote to indicate whether the board feels the proposal is adequately appropriate to proceed. In all cases, the applicant must return to the HDC to seek final approval of their projects. There is no additional fee for this review above the Certificate of Approval fee.

Pre-Application Meeting

To guide you through the process and to ensure that your application is properly processed, you'll need to meet with the Preservation Planner prior to submitting your application. The application must be submitted at least 42 days before the scheduled meeting to allow time for review. Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, right-of-way, or zoning permit (if required).

Application Requirements	A complete/ signed application;, Proof of Ownership (copy of deed or tax statement);, A current survey of the property, for new construction and any change to existing footprint. (no older than two years);, Scaled site plan of the proposed work, including lot dimensions, setbacks, finished floor elevations, and any changes as a result of proposed building footprints;, Site plan must show all trees greater than 5" diameter at breast height (DBH) and indicate any trees that are to be removed as part of the scope of work;, Scaled elevations & plans*; , Photographs of the existing site and existing buildings if any, including views from the street;, Context elevations, drawings, and photos for entire blockface when proposing any new structures;, Product/material details and specifications, including brochures or printouts, for any proposed material as applicable and not limited to: doors, windows, roofing, exterior fabric, fascia/trim, shutters, fencing, sidewalk/driveway, landscaping, foundation, porch/deck, sheds, and proposed colors for ALL surfaces to be painted/stained/treated;
Please see the Land Development Code (LDC) for detailed information:	*Field not completed.*
The LDC is Available for Review at	www.fbfl.us/LDC

Appeals
An applicant may appeal the HDC's decision for variances to a court of record as outlined in LDC Section 10.02.04(D). The petition shall be presented to within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

PROJECT TYPE	Alteration
APPROVAL TYPE	Board Approval: Final
Have you met with a planner for a pre-	Yes

than the owner representing this project?	
Project Description	1: Whole house renovation, fully updating all mechanicals (plumbing, HVAC, electrical) and adding natural gas service. The house is currently configured as a duplex and will be renovated back into a single family home. Interior work will include alterations to accommodate modern living while preserving and reintroducing historical components. Complete bathroom remodels and a new kitchen will be expanded inside the existing footprint as shown in the submitted before-and-after floor plans of both levels of the home. Alterations to door openings, locations of closets, and alterations to fenestration as shown in the floorpans. Two windows that are redlined for removal will be dressed on the exterior with wood shutters permanently installed to maintain exterior continuity and a historic appearance. The existing widow at the kitchen will be changed to a door opening for driveway/garage access. 2: Exterior changes to the house will include the reintroduction of the home's original sawn balustrade on all porches. Approval of historic height is kindly requested for an appropriate historic appearance. The submitted elevation drawings of all 4 sides show this at a height of 30" from decking to the top of handrail. Example of proposed balustrade design is submitted as example "F" 3: Exterior doors will match the profile of the existing original door on the 2nd level front porch. Exterior doors shown in the elevations will be reproductions of this door, and made of solid KDAT smooth grain 1 3/8 pine, and painted. The new front door submitted for approval is a larger version of the same door profile, made as double entry doors. The new front door is proposed at 48"x96". The existing front door is not original based on our inspection of hinge and hardware modifications to the current door and jam. It also does not reflect the styling, age of the home or existing original details. Front elevation reflects this and we have also included local historic references to support the change as shown in examples "A,C,D and E". See also: "1st floor existing floor plan" for detailed notes and clear redlines of demo and framing. 4: Exterior changes include the addition of a bay window at the first floor front room/porch location indicated in elevations and floor plans submitted. Please see: Examples "A,B,C and E" for local historic examples of this proposed architectural addition. Windows of the bay will be made of wood, mirroring the profile of the existing windows in the home. Glass will be historic reproduction glass. Please see front elevation for detail (baluster is left incomplete to show this full detail).

Reasoning for bay window addition: Inside this changes greatly improve the functionality of the home. Outside it adds significant detail and visual weight to the lower level porch, which we feel is needed to ground the home and reestablish the house as a single family dwelling. We believe the house perfectly lends itself to this historic look and upgrade.

5: Proposed one car detached garage at the current driveway location 12X22. Styling and roof pitch 10/12 will mirror the house. See: Front, rear, and north elevations, as well as the submitted Site Plan.

6: Proposed 9x9 shed in the same styling and roof pitch will replace existing shed in the back. See: Site plan (site plan also shows front elevation of shed)

7: Restoration of original Side porch. See: Rear and South elevations, Floorplans, and image examples of the current situation. This has been enclosed for rental use as closet, laundry and utility room. We plan to keep the existing structure and roofline, and return columns and railing to their original locations. Roofline at the first level of this location will need to be altered to a lower pitch to accommodate this. (Shown in rear elevation and current house photos submitted).

8: Window restoration: New glass that is not original glass will be replace with antique reproduction glass. Widows that need to be remade will be direct copies made of 1 3/8 KDAT. Windows that are redlined for removal, (see: existing floor plans) will be moved to locations where replacement is necessary due to deferred maintenance, weather intrusion and previous renovations.

9: Gas lights: Garage front and rear, house rear entrance, front porch top and bottom.

We have included before and after photos of our previous home renovations including awards, accolades and published articles of notoriety to showcase our previous work and support the application for this renovation.

Requirements for Demolition Applications
Per LDC 8.03.03.01

MATERIALS
List all proposed materials and colors, as applicable. If you are not filling this out, you MUST provide a detailed list separately that includes all required information as described in the following fields. A separate form can be uploaded or emailed directly to Mia Sadler.

EXTERIOR FABRIC	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
DOORS	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
WINDOWS	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
ROOFING	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
FASCIA/TRIM	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
FOUNDATION	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
SHUTTERS	
Manufacturer	*Field not completed.*

Product Description	*Field not completed.*
Color	*Field not completed.*
PORCH/DECK	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
FENCING	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
DRIVEWAYS/SIDEWALKS	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
SIGNAGE	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
OTHER	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*

Please upload supplemental documentation and all product brochures, paint color samples, etc.

Upload 1	Warranty Deed.pdf
Upload 2	Map Survey Plat.pdf

Upload 3	Site Plan.pdf
Upload 4	All Elevations.pdf
Upload 5	Existing House and Shed Photos.pdf
Upload 6	Examples.pdf
Upload 7	Floor Plans.pdf
Upload 8	Accolades.pdf
Upload 9	Caste House Before and After.pdf
Upload 10	Claremont Before and After.pdf
Upload 11	Rooming House Before and After.pdf
Upload 12	*Field not completed.*
Certification	By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. , I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:, I AGREE THAT A POSTING NOTICE WILL BE INSTALLED ON THE PROPERTY(IES) IN QUESTION AND THAT SAID SIGN WILL ONLY BE REMOVED BY STAFF AFTER THE MEETING OR BROUGHT BACK TO CITY HALL BY APPLICANT.

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.

2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.

3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City’s website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

6. I/We understand that the approval of this application by the Historic District

Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.

7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.

8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

9. I/We understand that Certificates of Approval are only valid for one (1) year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

10. I/We understand that the City Staff will install a Notice of Hearing sign on the property 14 days before the scheduled heating and that the sign must only be removed after the hearing by City Staff, unless, the applicant or property owner brings the Notice of Hearing back to City Hall.

Applicant First Name	Shane
Applicant Last Name	Fatland
Today's Date	2/25/2026

DEPARTMENT OF PLANNING & CONSERVATION
204 Ash Street | Fernandina Beach Florida 32034 |Contact: Mia Sadler at 904 310-3488 | www.fbfl.us/planning

Please make sure to disable pop-up blocker in order to submit.

Email not displaying correctly? View it in your browser.

The following items were addressed in the previous meeting and further clarification was requested via email. Please see our responses below. These items are also addressed in the updated sketches, elevations and site plan documents included in our submittal packet.

1. Call out for height and dimensions specifically on Accessory Building, measured from grade to the peak of the roof.
    a. Please see the notes below regarding the Accessory Building. These are also reflected and in the elevation drawings and site plan.

Item	Details	Additional Details
Structure Type	Detached	
Dimensions	11 x 22 feet	
Overall Height (OAH)	14.5 feet	Measured from grade to peak
Setbacks	3 feet or greater on all sides	
Style	Board and Batten	3/4 x 2.5 inch batten boards with 9.5 inches between battens. Battens will be on 4 x 8 foot, 3/4 inch thick Hardie panels
Siding Material	Hardie	Rustic grain
Roof Pitch	10/12	Matches existing pitch on main structure roof
Roofing Material	Asphalt shingle	Black to match existing shingles on main structure roof
Accessory Building Door	8 x 7 feet	Walnut color, wood-grain, with carriage door-style hardware

2. Add information about the posts on the porch, are they to remain or be replaced with chamfered edge posts?
    a. The existing posts will be wrapped in 3/4 inch KDAT (kiln dried after treatment) pine, increasing the size from 3.5 inches square to 5.5 inches square. Column edges will be chamfered.
    b. Please see the additional notes below regarding the front porches, balustrade, railings and columns

Item	Details	Additional Details
Column style and materials	3/4 inch KDAT pine to wrap the existing 4x4 columns on both levels	New wrap will then be chamfered
Overall Railing Heights (OAH)	30 inches for 1st floor porch, 36 inches on 2nd floor porch	
Balustrade and Railing Style and Materials	Sawn 3/4 inch treated pine with 2 x 4 inch KDAT railings	See illustration for more detail

3. Add setbacks to the site plan drawing (25' front, 20' rear. 4.5' side setbacks, 3' setbacks for accessory structures) in the R-2 zoning district.
    a. These items have been added to the site plan and supporting drawings and documents for the Accessory Building and shed. Please see notes below

Item	Details	Additional Details
Accessory Building Setbacks	3 feet or more on all sides	See site plan for exact setbacks
Shed Setbacks	3 feet off property lines	

4. Call out the type of wood (species, width) for all construction, such as siding and railings and any detail on type of material for any new material.
    a. Balustrade and Railings for front and side porches: KDAT and treated pine
    b. Siding on accessory structure (shed) and Accessory Building: Hardie in a board and batten style
    c. Any siding removed to reopen the SE side upper porch will be reused where needed to repair and replace siding on the main house.
    d. If new siding is necessary in places, new siding will be 7-inch cedar lap siding, matching existing width.

5. More details on the side porch restoration on the southeast corner. Include the existing south elevation for the restoration of the south porch. The plans show the proposed elevation, the HDC would like to see the existing south porch elevation.
    a. These items have been added to the submittal packet for your reference and review. Please also see additional details below

Item	Details	Additional Details
Porch railing height	36 inches	OAH

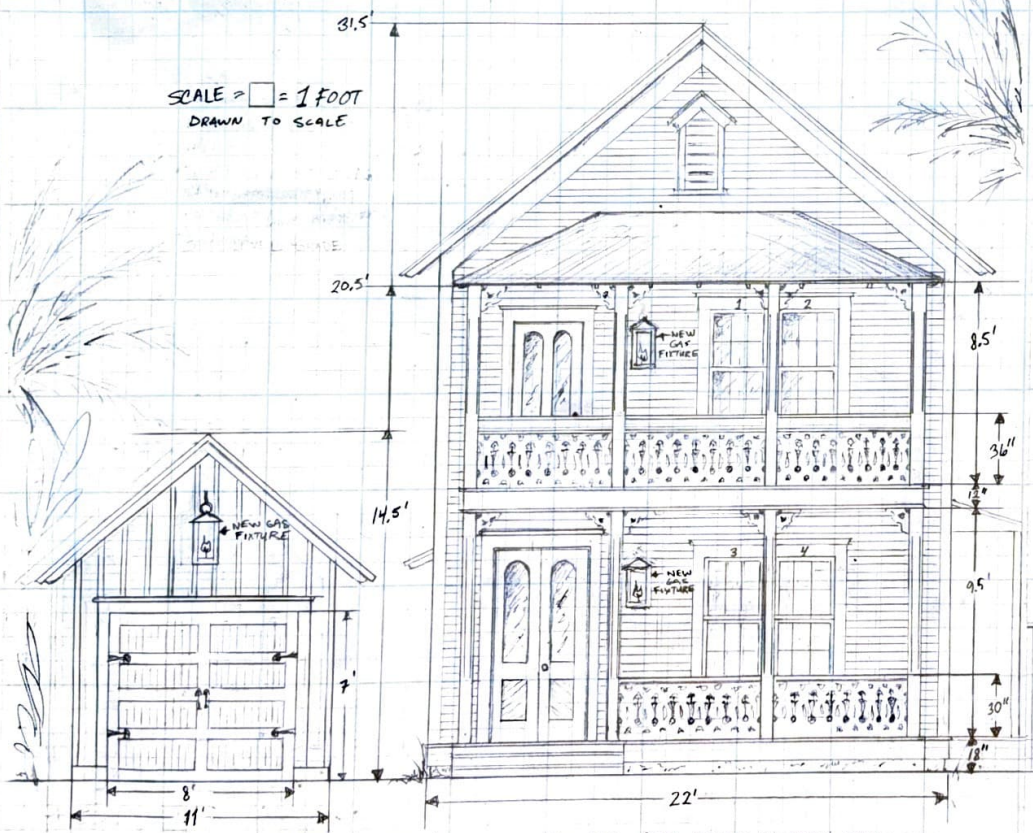
Railing Style and Materials	Sawn 3/4 inch treated pine with 2 x 4 inch KDAT railings	See south elevation for more detail
Column style and materials	New 4x4 treated pine posts (to match existing lower porch columns) with chamfered edges	Lower level already exists as an open porch without balustrade. No proposed changes.

6. Revise to remove the bay window and provide replacement concept with detail.
    a. Revised and updated.

322 S 6th St
SHANE FATLAND
BRYAN SCHREIER

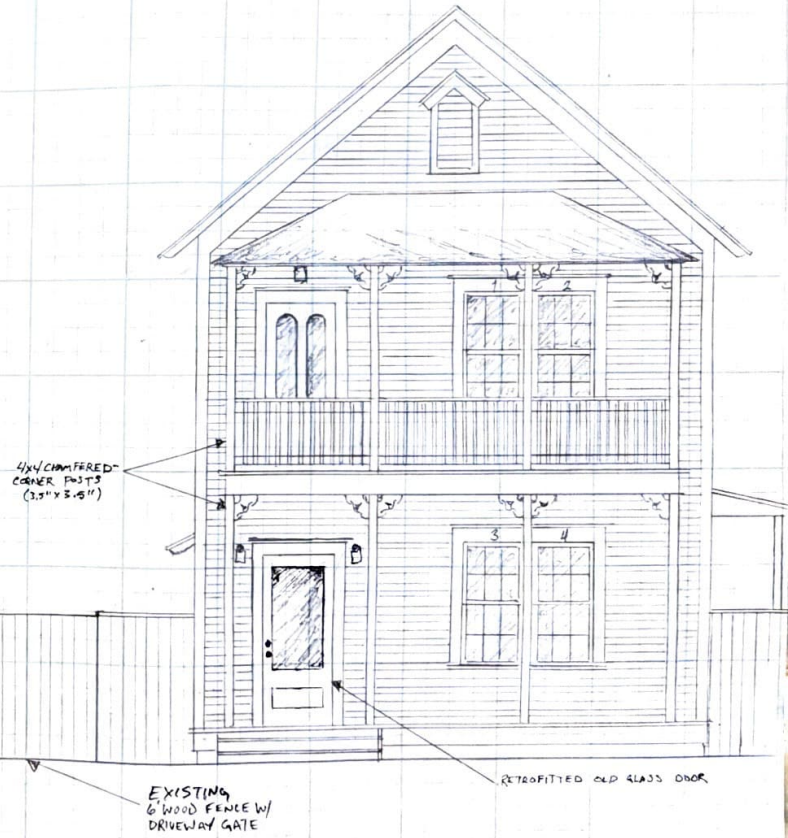
FRONT ELEVATION: PROPOSED RESTORATION AND ACCESSORY BUILDING

SCALE = ☐ = 1 FOOT
DRAWN TO SCALE



- NEW ACCESSORY BUILDING 11x22 DETACHED. 10/12 ROOF - BLACK ASPHALT TO MATCH HOUSE
  - STEEL, WALNUT-COLOR WOODGRAIN GARAGE DOOR 8x7' W/ CARRIAGE DOOR HARDWARE
  - SIDING = HARDIE - RUSTIC GRAIN BOARD + BATTEN
    - BATTEN BOARDS 3/4 X 2.5" W/ 9.5" BETWEEN BATTENS, ON 4'x8' HARDIE 3/4" PANELS
- NEW PAINTED CUSTOM KDAT FRONT DOOR 48x96
- NEW SAWN BALUSTRADE: 3/4 TREATED PINE W/ 2x4 KDAT RAILS
- EXISTING 4x4" POSTS ON PORCHES WILL BE WRAPPED W/ 3/4" KDAT INCREASING COLUMN SIZE FROM 3.5" TO 5.5"
  - WRAPPED COLUMNS WILL HAVE CHAMFERED CORNERS FROM RAILING TOP TO CORBEL BOTTOM AS-IS CURRENTLY AND SHOWN ABOVE AS WELL AS SUBMITTED PHOTOS

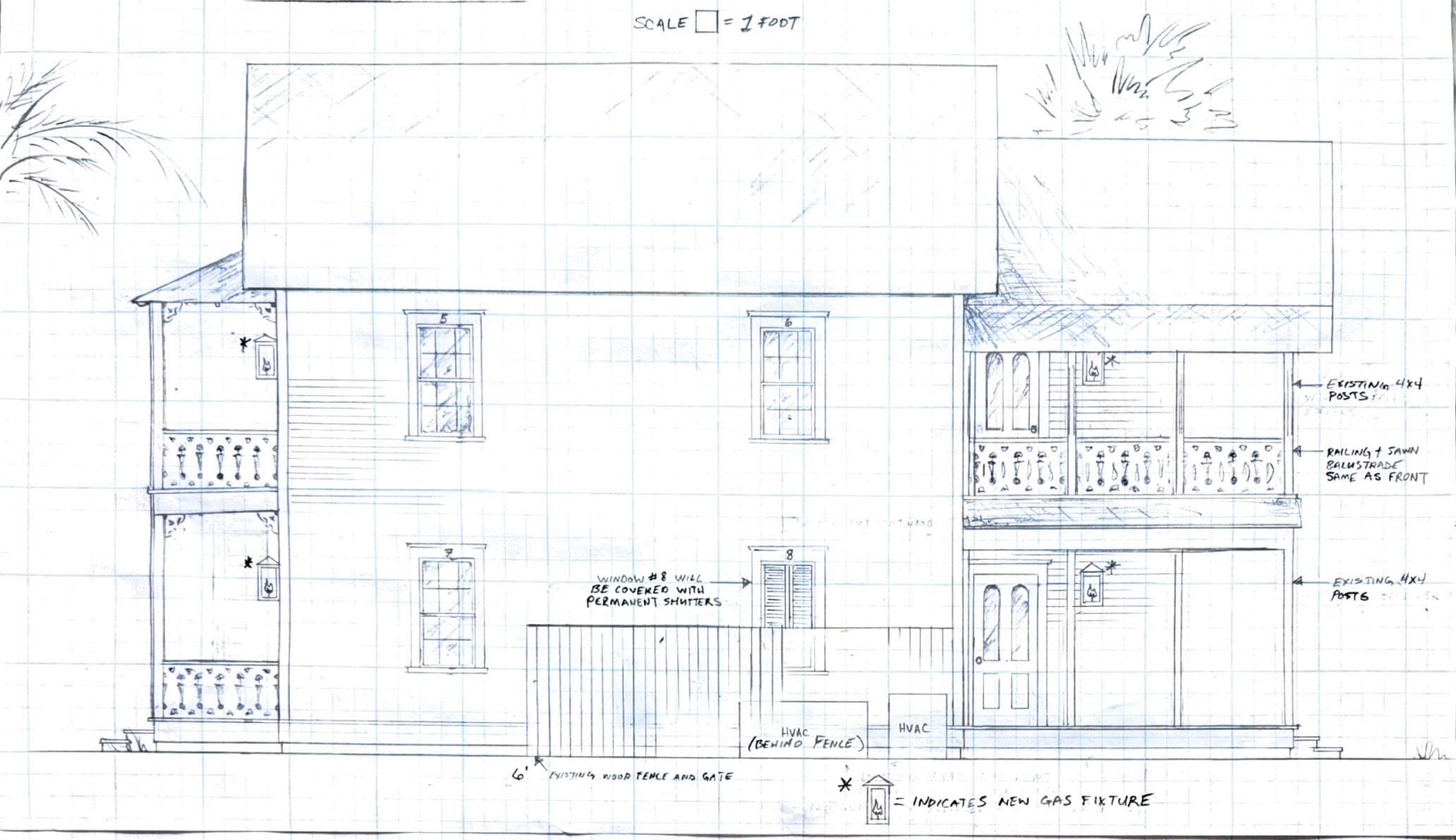
EXISTING FRONT ELEVATION



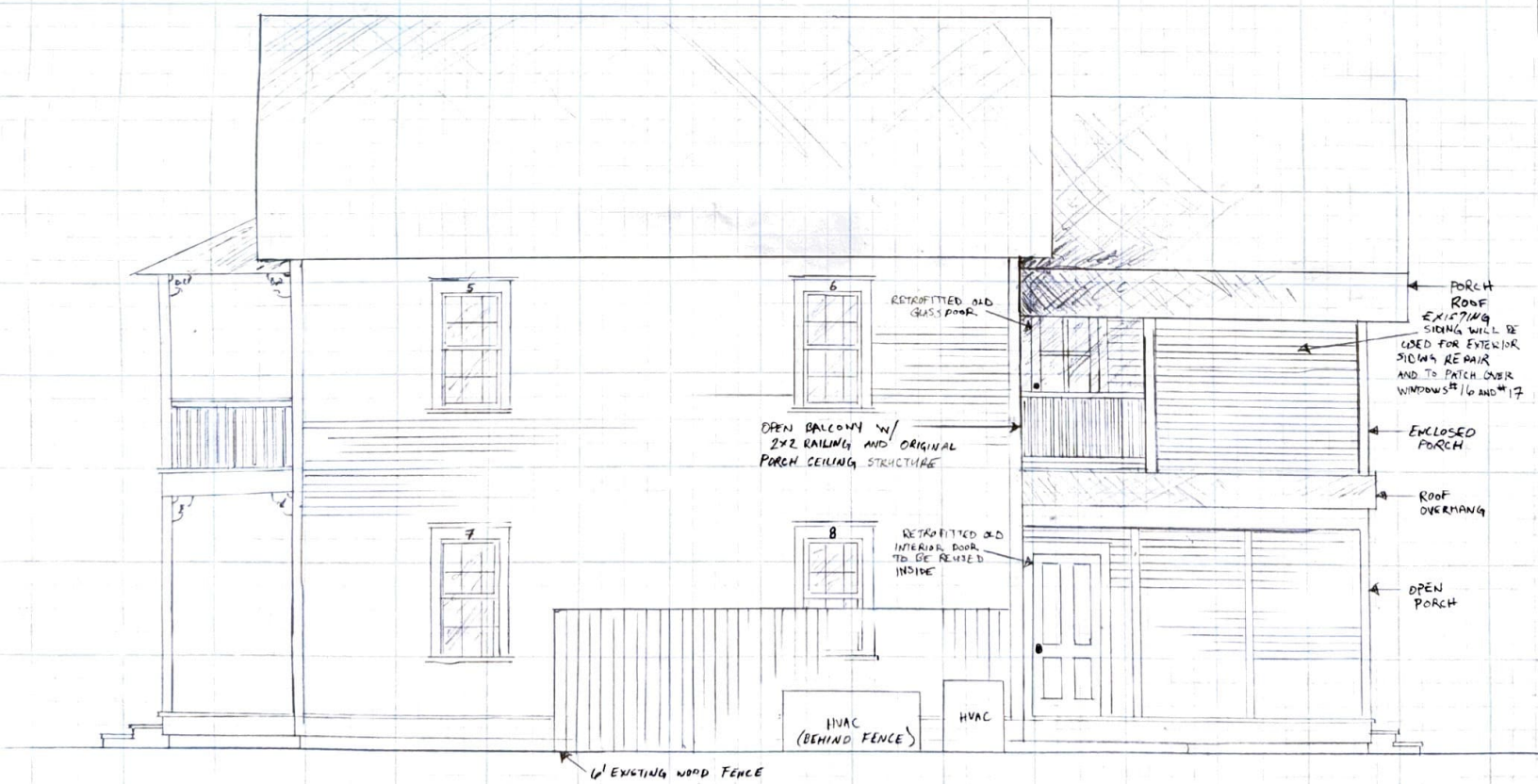
322 S 6TH ST
SHANE FATLAND
BRYAN SCHREIER

SOUTH ELEVATION: PROPOSED RENOVATION + RESTORATION

SCALE ☐ = 1 FOOT



EXISTING SOUTH ELEVATION

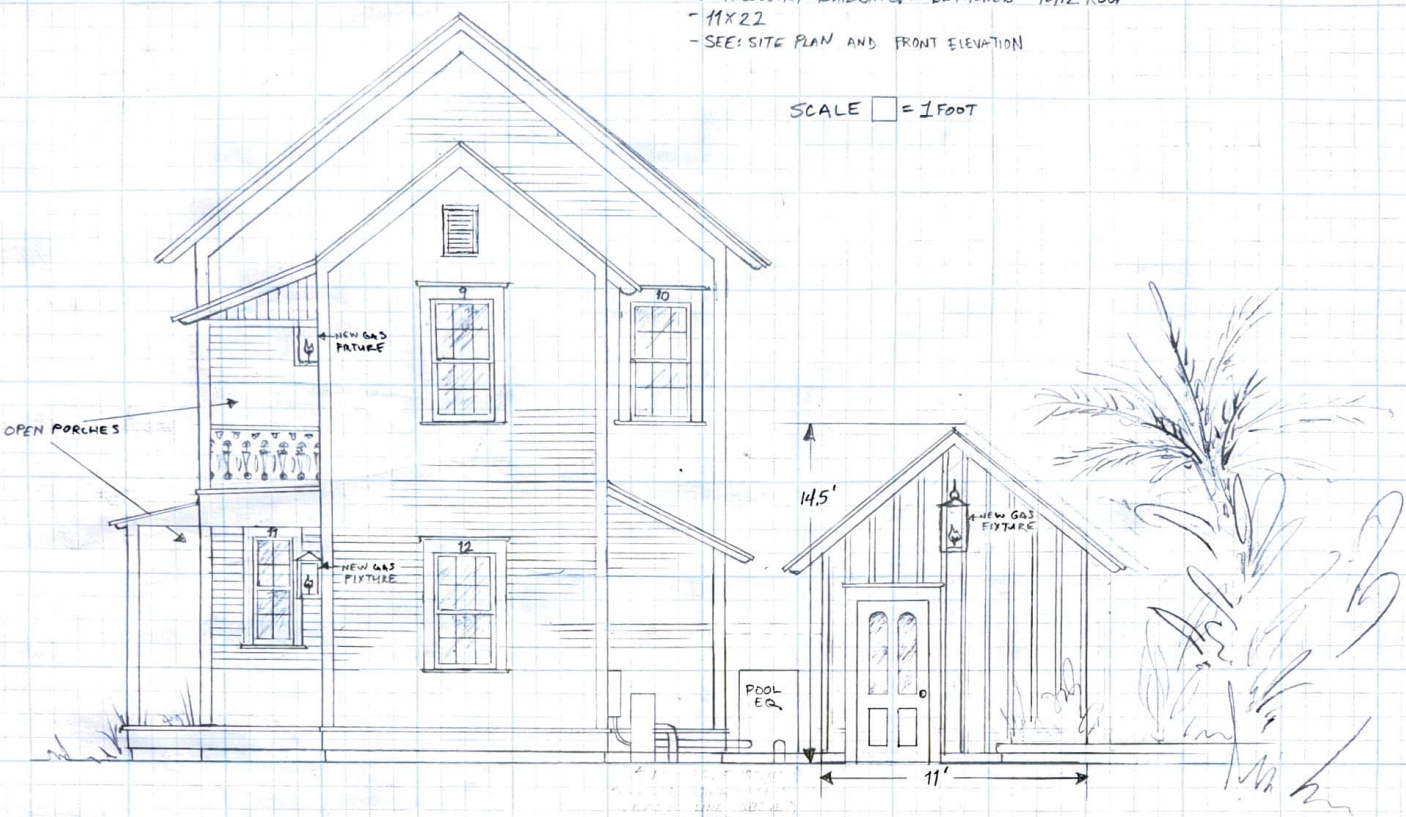


322 S 6TH ST
SHANE FATLAND
BRYAN SCHREIER

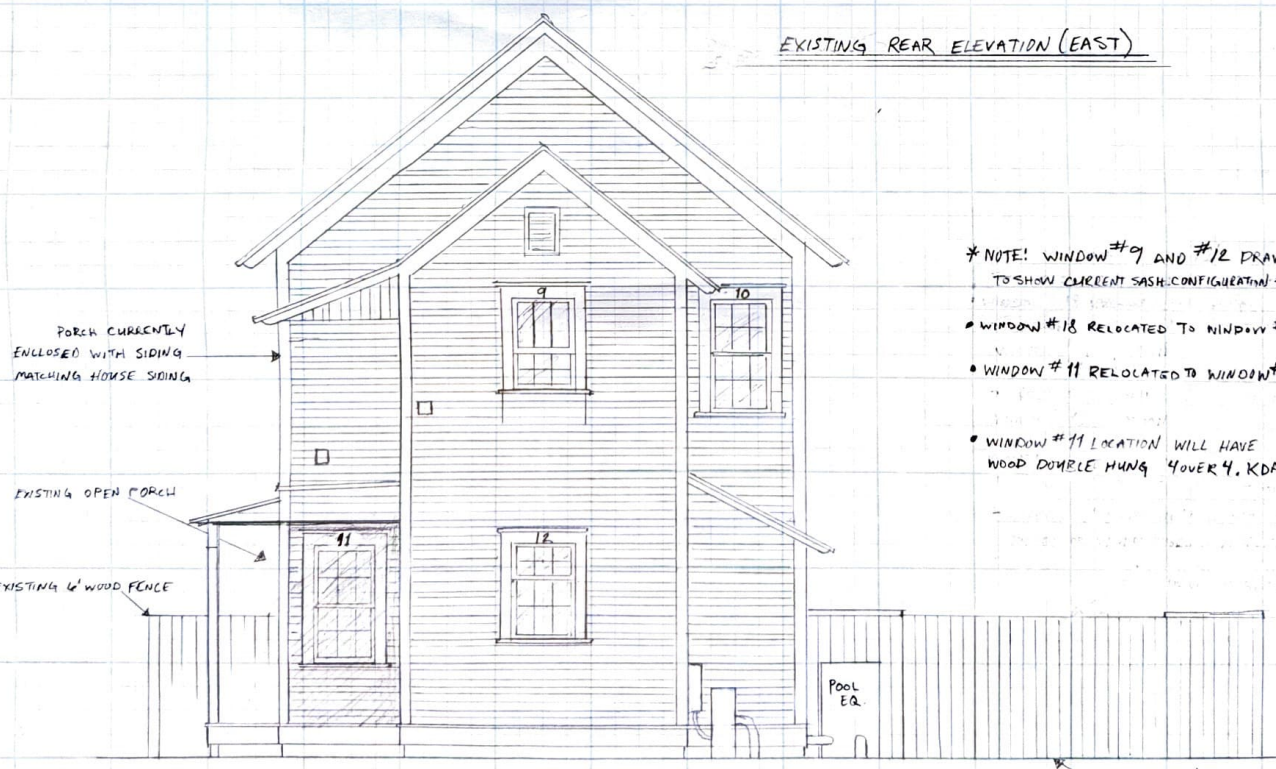
REAR ELEVATION (EAST)

PROPOSED RENOVATION + RESTORATION
+ ACCESSORY BUILDING
* NEW ACCESSORY BUILDING DETACHED 10/12 ROOF
- 11 X 22
- SEE: SITE PLAN AND FRONT ELEVATION

SCALE ☐ = 1 FOOT



EXISTING REAR ELEVATION (EAST)

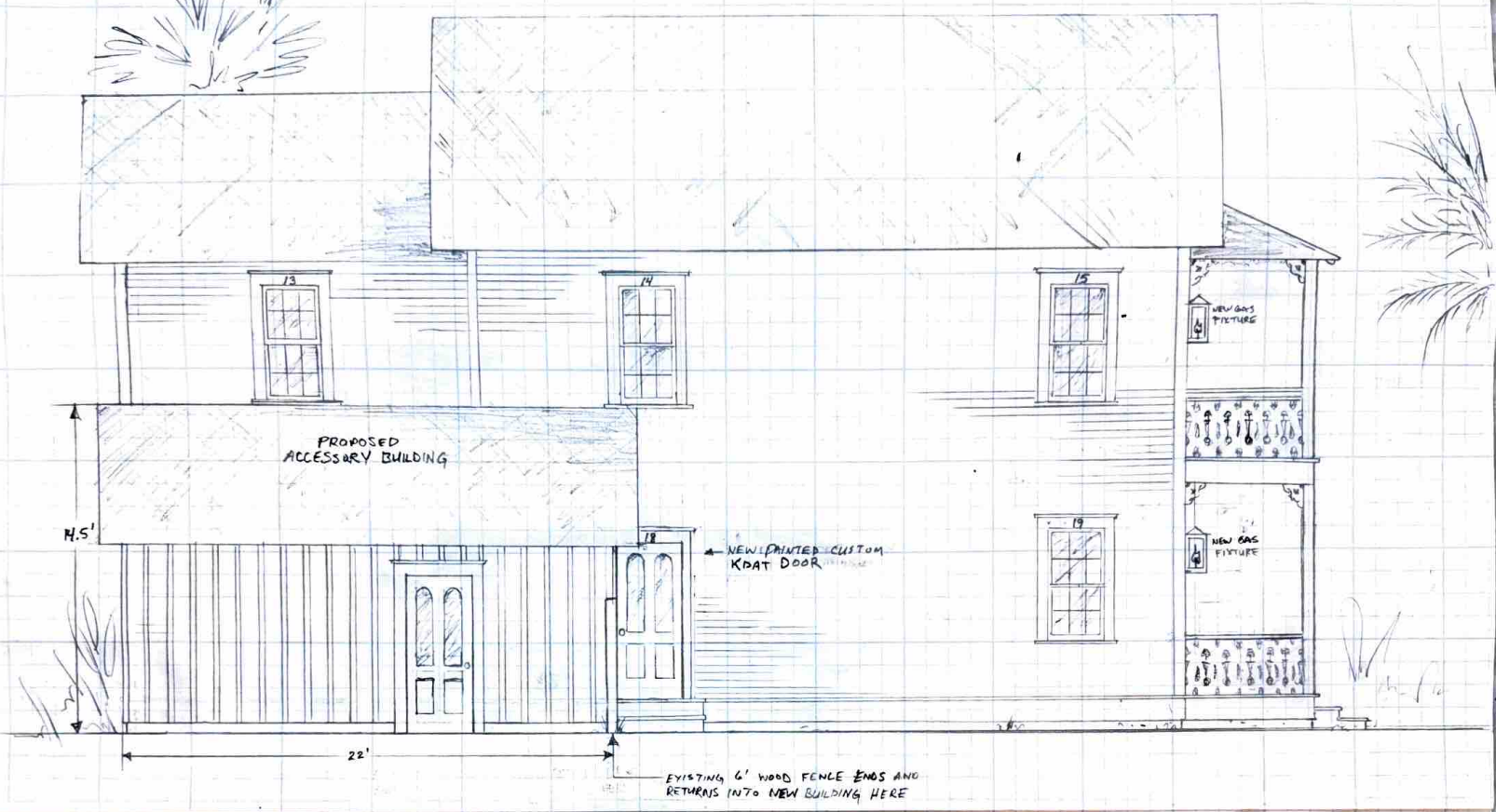


* NOTE: WINDOW #9 AND #12 DRAWN ACCURATELY TO SHOW CURRENT SASH CONFIGURATION + MODIFIED OPENING
- WINDOW #18 RELOCATED TO WINDOW #9 LOCATION
- WINDOW #11 RELOCATED TO WINDOW #12 LOCATION
- WINDOW #11 LOCATION WILL HAVE WOOD DOUBLE HUNG 4 OVER 4. KDAT.

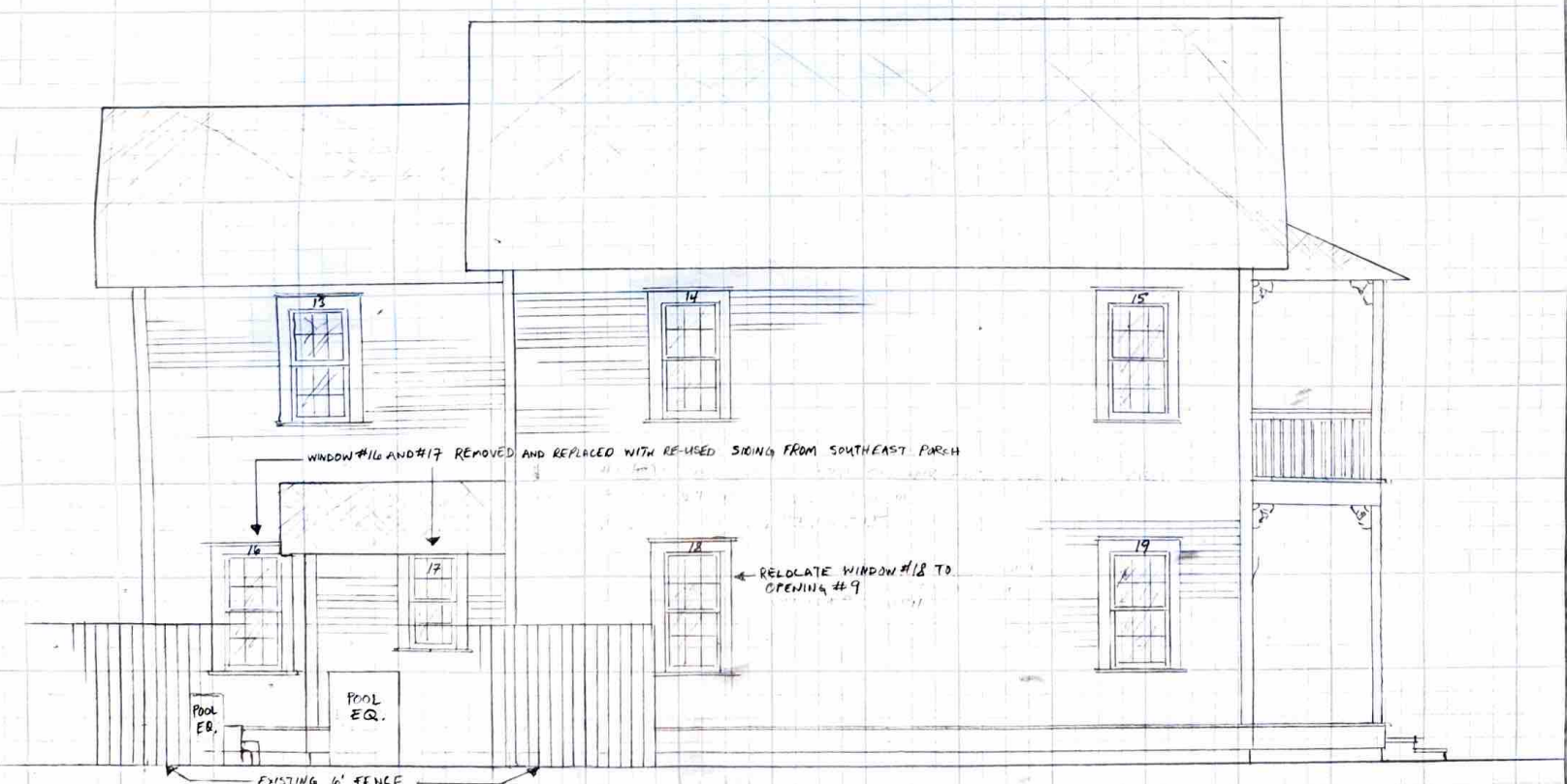
NORTH ELEVATION: PROPOSED RENOVATION + ACCESSORY BUILDING

322 S 6TH St
SHANE FATLAND
BRYAN SCHREIER

SCALE ☐ = 1 FOOT



EXISTING NORTH ELEVATION

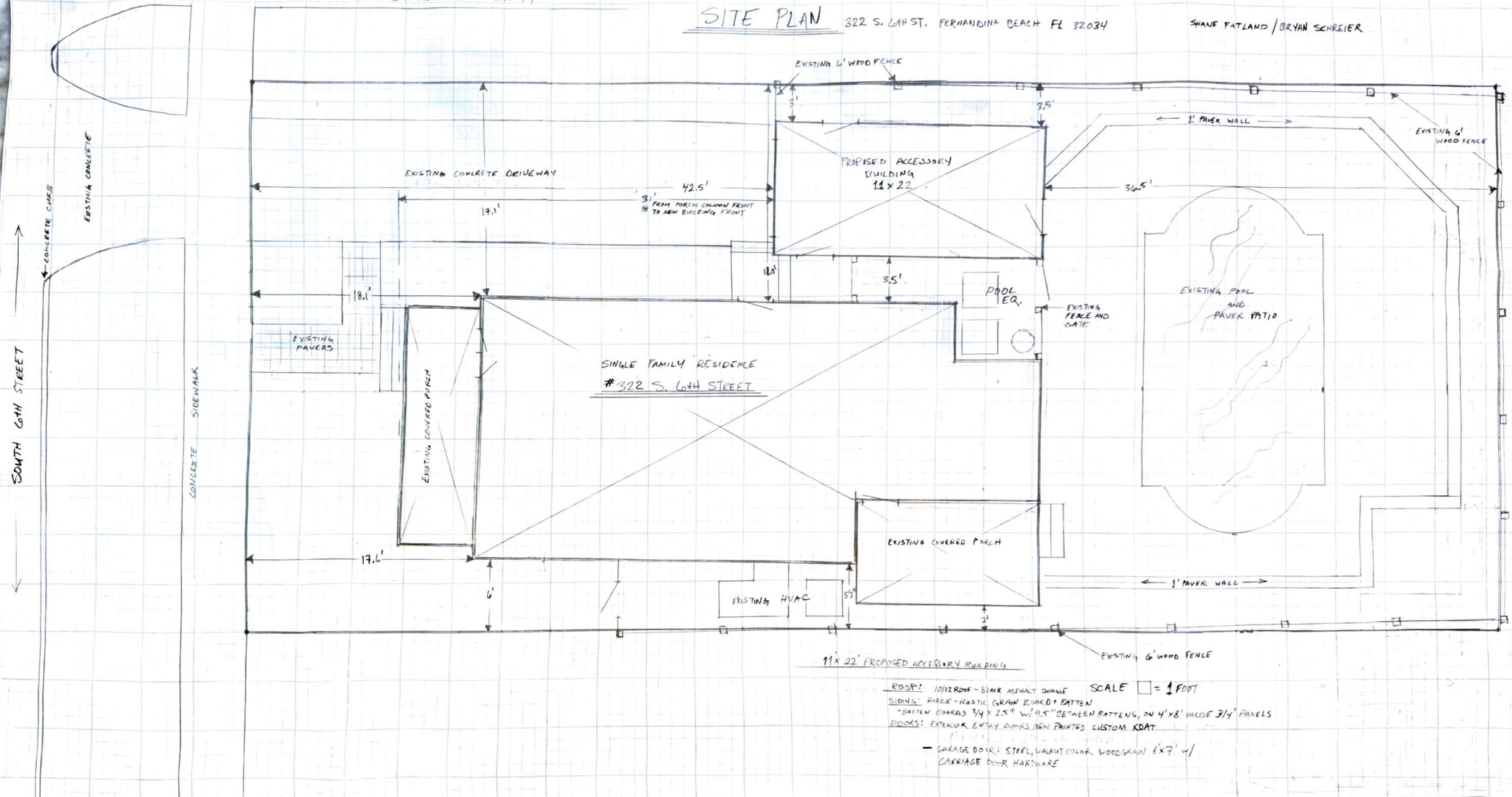


(324 S. 6TH ST. CONCRETE DRIVEWAY)

SITE PLAN

322 S. 6TH ST. FERNANDINA BEACH FL 32034

SHANE FATLAND / BRYAN SCHREIER



11'x 22' PROPOSED ACCESSORY BUILDING

SCALE ☐ = 1 FOOT

ROOF: 10/12 ROOF - BLACK ASPHALT SHINGLE

SIDING: HARDIE - RUSTIC GRAIN BOARD + BATTEN
- BATTEN BOARDS 3/4 x 2.5" W/ 9.5" BETWEEN BATTENS, ON 4'x8' HARDIE 3/4" PANELS

DOORS: EXTERIOR ENTRY DOORS NEW PAINTED CUSTOM KRAFT

- GARAGE DOOR: STEEL, WALNUT COLOR WOODGRAIN 8'x7' W/ CARRIAGE DOOR HARDWARE

Window Survey			Date: 4/28/2026			Sheet 1 of 2	Project Name: 322 S 6th St., Fernandina Beach, FL. 32034		
			Existing Conditions						
			Repair Class						
Window #	**Existing Type**	**Configuration** (# of lights in each sash)	**Sash**	**Frame**	**Sill**	**Sash Condition (Original, Replacement, Unknown)**	**Proposed Window Type**	**Configuration**	**Remarks**
322 S 6th St., Fernandina Beach, FL. 32024									
16	*Wooden, double hung*	*6/6*	IV	II	II	*Unknown*	*N/A*	*N/A*	*Has a vinyl replacement track sash. Window has been foamed shut, bottom rail of top sash beyond repair.*
17	*Wooden, double hung*	*6/6*	*II*	*I*	*I*	*Unknown*	*N/A*	*N/A*	
18	*Wooden, double hung*	*6/6*	*II*	*II*	*II*	*Unknown*	*N/A*	*N/A*	*Window has a vinyl replacement track sash.*
9	*Wooden, double hung*	*3/6*	*III*	*II*	*II*	*Unknown*	*N/A*	*6/6*	
12	*Wooden, double hung*	*6/6*	*II*	II	*II*	*Unknown*	*N/A*	*N/A*	
11	*Wooden, double hung*	*6/6*	*II*	*I*	*I*	*Uknown*	*N/A*	*4/4*	*Window has a vinyl replacement track sash.*
8	*Wooden, double hung*	*6/6*	*II*	*I*	*I*	*Original*	*N/A*	N/A	

Window 16

North Elevation



Full Window



Window Interior



Window Exterior



Window 17

North Elevation



Full Window



Window Interior



Window Exterior



Window 18

North Elevation



Full Window



Window Interior



Window Exterior



Window 9

Rear (East) Elevation



Full Window



Window Interior



Window Exterior



Window 12

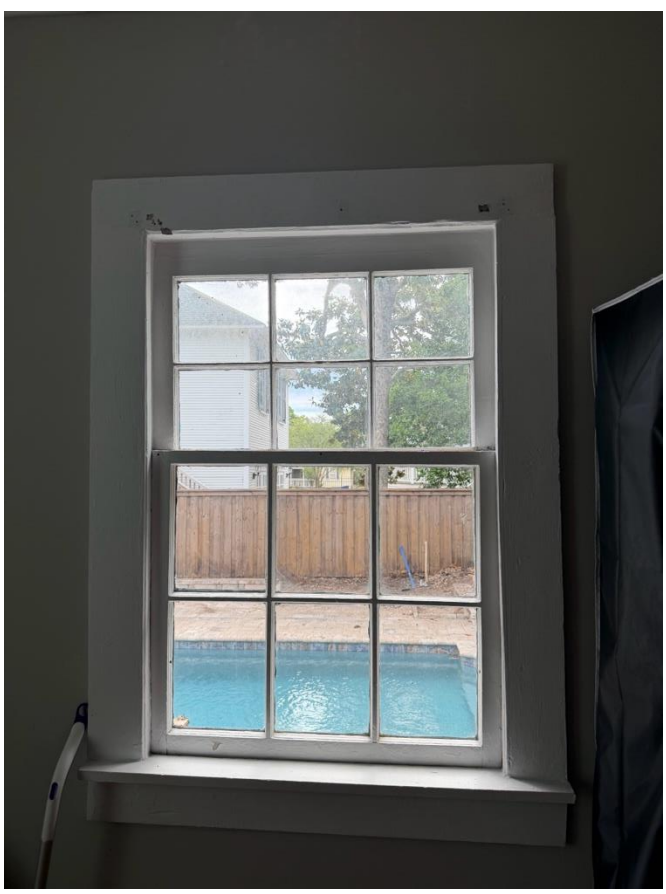
Rear (East) Elevation



Full Window



Window Interior



Window Exterior

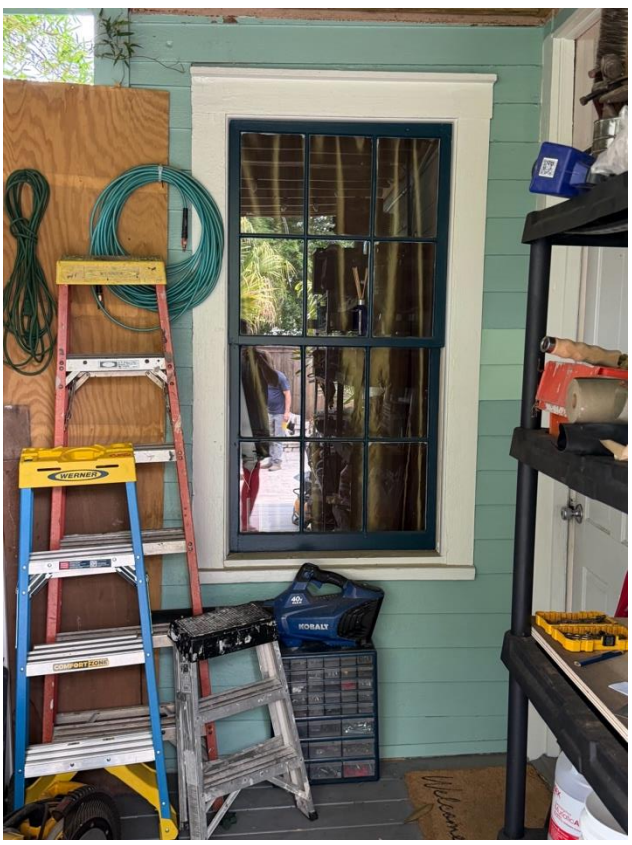


Window 11

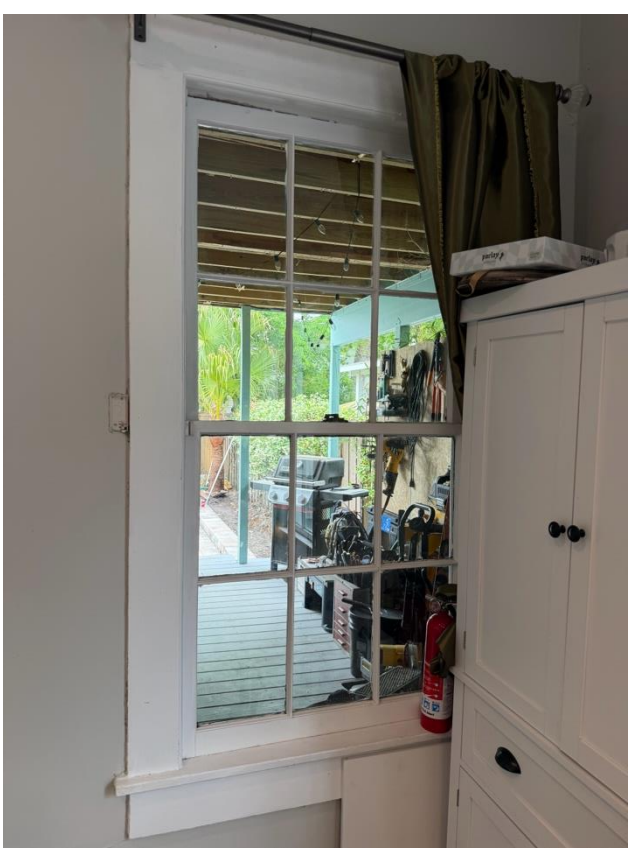
Rear (East) Elevation



Full Window



Window Interior



Window Exterior



Window 8

South Elevation



Full Window



Window Interior



Window Exterior



All gas lights
are 12” x 24”
Steel



Flambeauxlighting.com



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8x7 Amarr Hillcrest 1000 Carriage House Garage Door - Walnut Wood Grain



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Panel Design

Long Panel Bead Board

Windows

No Windows

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Track Options

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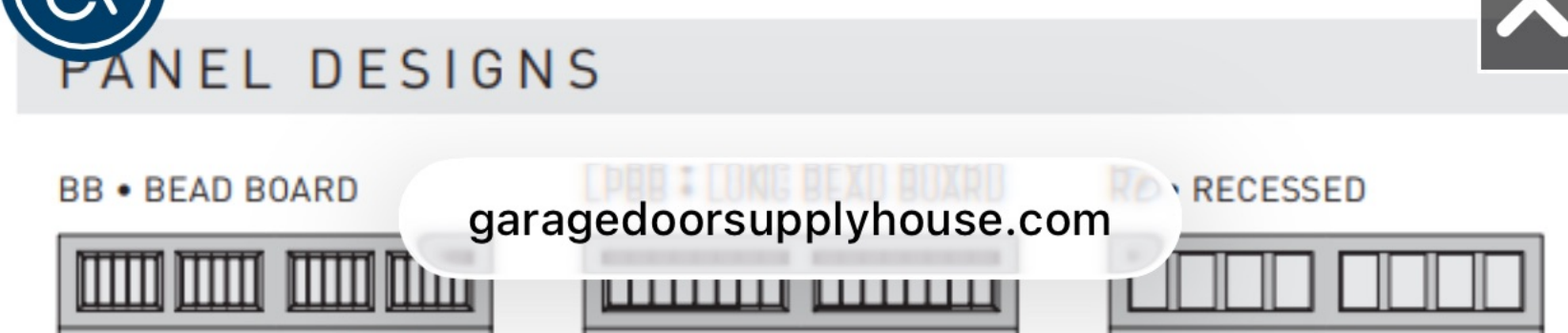
Brand: Amarr

Looking for more options? Customize colors, windows, dimensions, hardware, and more in the *Custom Door Builder*

Beauty that's more than skin deep. With the Amarr Hillcrest collection, you get more than a custom carriage house look with a wide range of colors, decorative hardware and window styles. You get exceptional style and durability with conventional hardware at a competitive price. The Amarr Hillcrest collection. Value is a beautiful thing.

Door Includes:

- 15 Year Warranty
- Select from 3 different panel designs (Bead Board, Long Panel Bead Board, and Recessed)
- Walnut Wood Grain Panel Color
- 2" Door Thickness (Non Insulated)
- Standard 12" Radius Tracks (Requires AT LEAST 13" of Headroom)
- Torsion Springs
- Heavy Duty Hinges and Rollers
- All Required Fasteners and Hardware



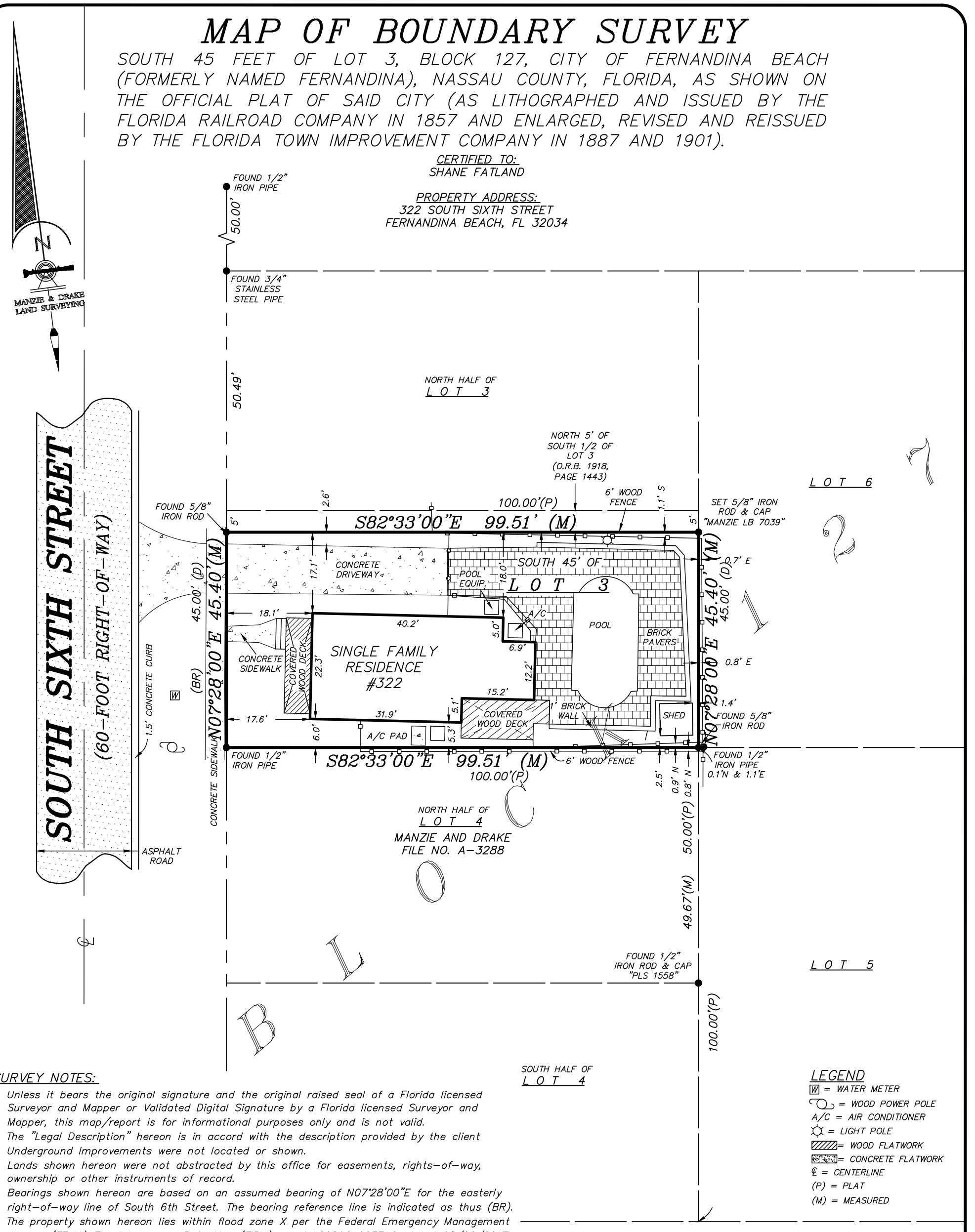
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MAP OF BOUNDARY SURVEY

SOUTH 45 FEET OF LOT 3, BLOCK 127, CITY OF FERNANDINA BEACH (FORMERLY NAMED FERNANDINA), NASSAU COUNTY, FLORIDA, AS SHOWN ON THE OFFICIAL PLAT OF SAID CITY (AS LITHOGRAPHED AND ISSUED BY THE FLORIDA RAILROAD COMPANY IN 1857 AND ENLARGED, REVISED AND REISSUED BY THE FLORIDA TOWN IMPROVEMENT COMPANY IN 1887 AND 1901).

CERTIFIED TO:
SHANE FATLAND

PROPERTY ADDRESS:
322 SOUTH SIXTH STREET
FERNANDINA BEACH, FL 32034



SURVEY NOTES:

1) Unless it bears the original signature and the original raised seal of a Florida licensed Surveyor and Mapper or Validated Digital Signature by a Florida licensed Surveyor and Mapper, this map/report is for informational purposes only and is not valid.
2) The "Legal Description" hereon is in accord with the description provided by the client
3) Underground Improvements were not located or shown.
4) Lands shown hereon were not abstracted by this office for easements, rights-of-way, ownership or other instruments of record.
5) Bearings shown hereon are based on an assumed bearing of N07°28'00"E for the easterly right-of-way line of South 6th Street. The bearing reference line is indicated as thus (BR).
6) The property shown hereon lies within flood zone X per the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) panel 12089C 0237 G, dated 08/02/2017.
7) Fence & wall ownership has not been determined by this office. Fences & walls have been located as accurately as possible under current conditions and have a positional tolerance of approximately 0.5 foot. Fence & wall locations are at a surface level location only. Any underground features related to any existing fences & walls have not been located or shown on this survey. In the case of leaning fences & walls, location of feature was taken at ground level only.

LEGEND

- W = WATER METER
- = WOOD POWER POLE
- A/C = AIR CONDITIONER
- = LIGHT POLE
- = WOOD FLATWORK
- = CONCRETE FLATWORK
- ℄ = CENTERLINE
- (P) = PLAT
- (M) = MEASURED

DATE STREET
(60-FOOT RIGHT-OF-WAY)

THE INFORMATION SHOWN HEREON MEETS THE MINIMUM TECHNICAL STANDARDS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

MELANIE G. PLATT, P.S.M. 7605

MANZIE & DRAKE LAND SURVEYING
117 South Ninth Street, Fernandina Beach, FL 32034
(904) 491-5700 FAX (904) 491-5777
Certificate of Authorization Number "LB 7039"

"OUR ***SIGHTS*** ARE ON THE FUTURE,
SET YOUR ***SITES*** ON US."

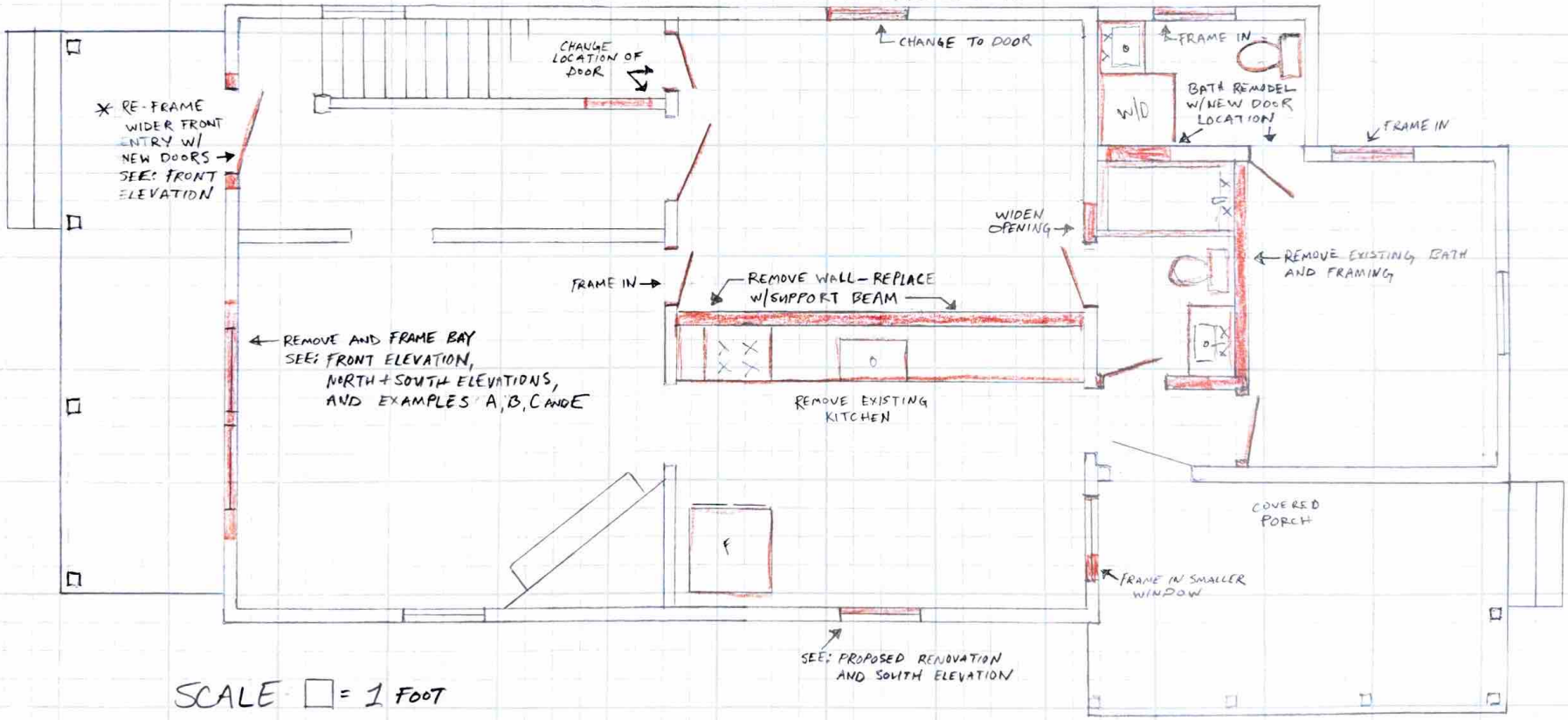
SCALE: 1"=30' JOB NO: 18913 DATE: 04/03/2026 CADD: LP
F.B. NO: FILE PAGE NO: FILE FIELD CREW: SS FILE NO: A-3461

322 S 6th St
SHANE FATLAND
BRYAN SCHREIER

1ST FLOOR EXISTING FLOOR PLAN W/ PROPOSED DEMO AND FRAMING

* NOTE ON DOORS: EXISTING FRONT DOOR IS NOT ORIGINAL. EXISTING DOOR TO 2ND LEVEL PORCH SEEMS TO BE, AND HISTORICALLY ACCURATE.
* NEW DOUBLE FRONT DOORS AND ALL OTHER EXTERIOR DOORS WILL BE MODELED AFTER EXISTING 2ND LEVEL DOOR

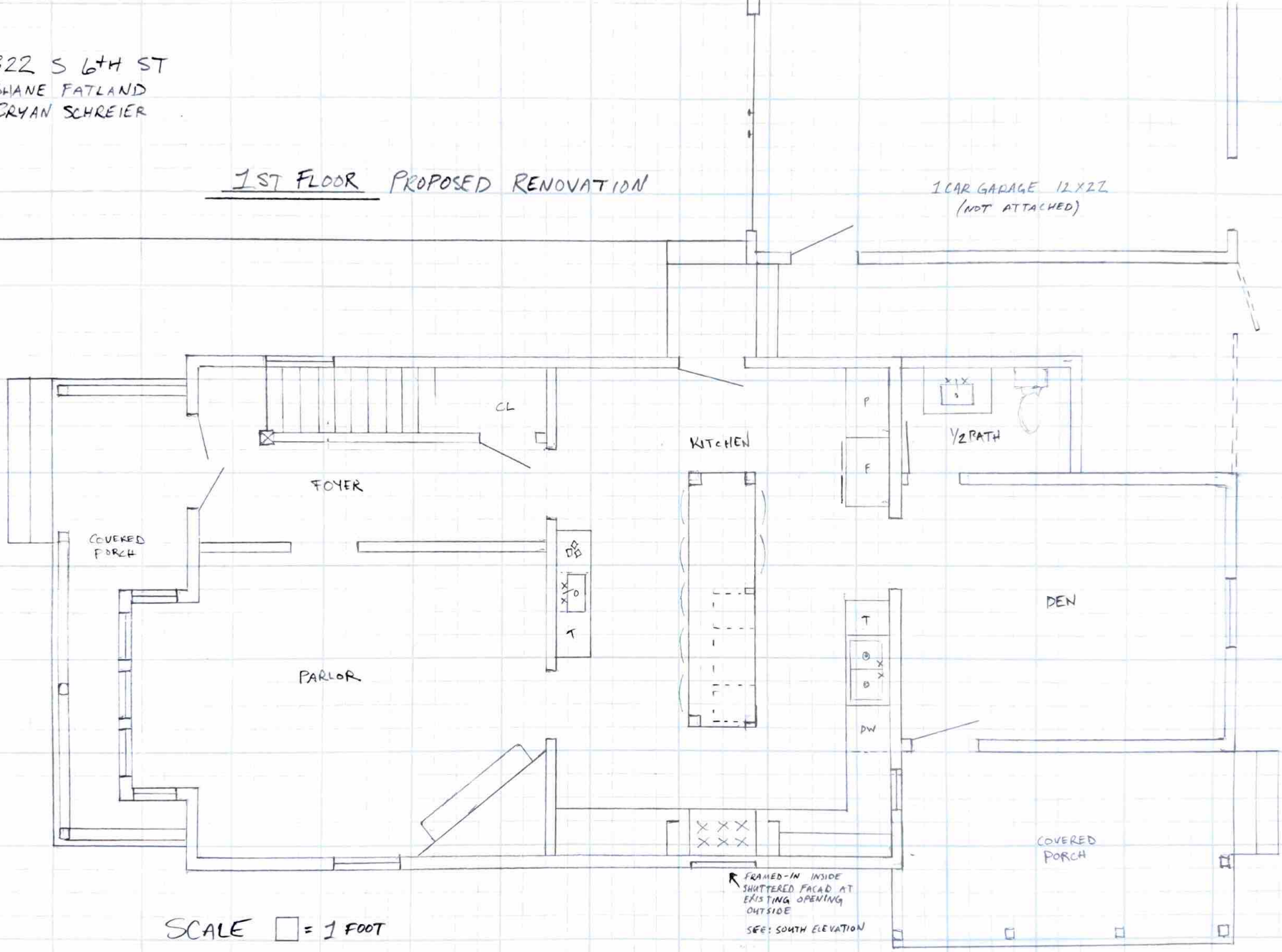
SEE ELEVATIONS AND LOCAL HISTORIC EXAMPLES A,C,D,E



SCALE □ = 1 FOOT

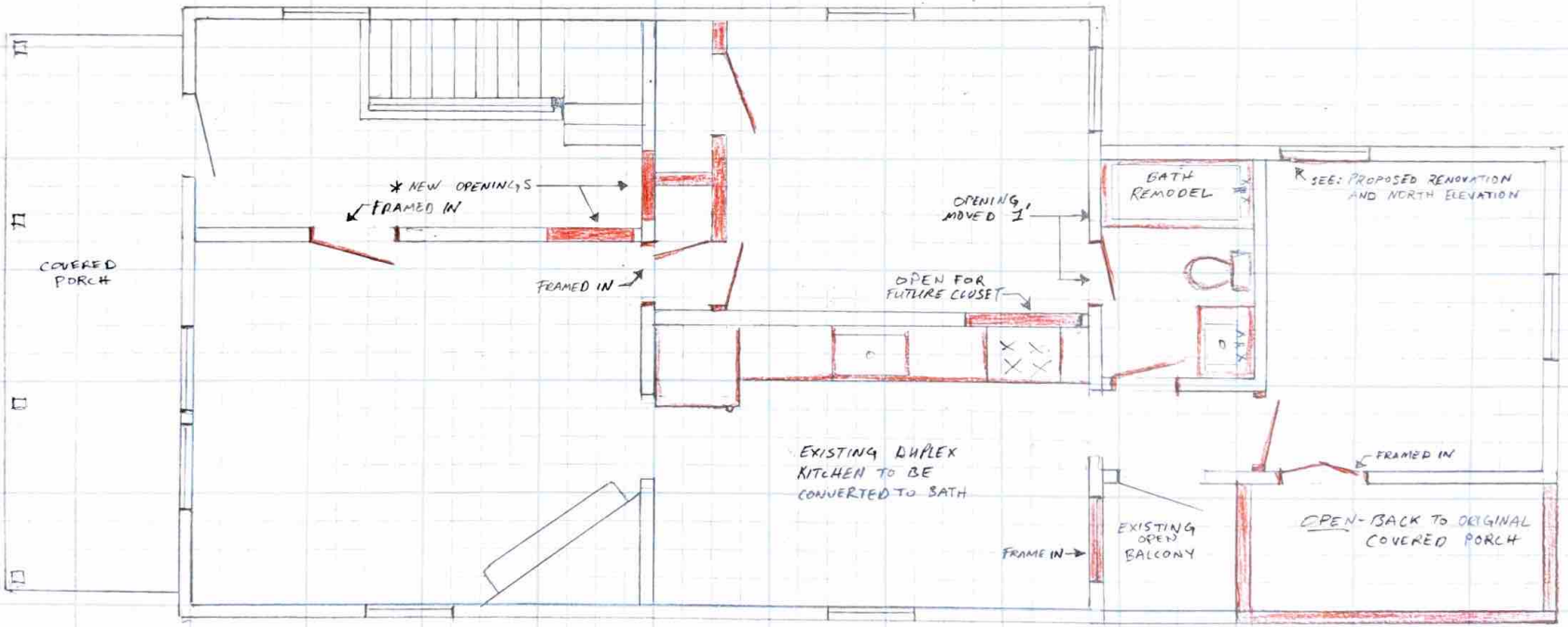
322 S 6TH ST
SHANE FATLAND
BRYAN SCHREIER

1ST FLOOR PROPOSED RENOVATION



322 S 6TH St
SHANE FATLAND
BRYAN SCHREIER

2ND FLOOR EXISTING FLOOR PLAN W/ PROPOSED DEMO AND FRAMING

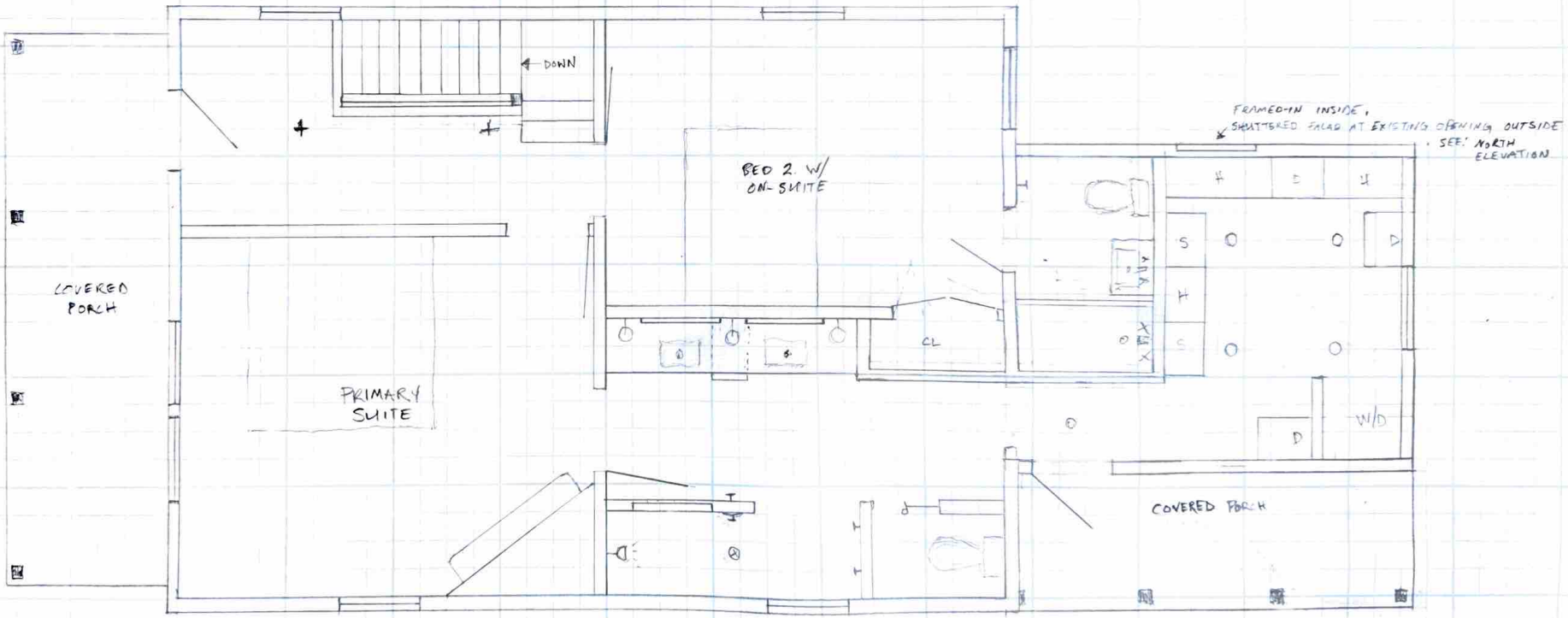


SCALE □ = 1 FOOT

*STAIRWELL LANDING OPENING TO SMALL BEDROOM RE-OPENED (WAS ORIGINAL LOCATION)
-OPENING TO LARGE BEDROOM MOVED OVER

322 S 6TH ST
SHANE FATLAND
BRYAN SCHREIER

2ND FLOOR PROPOSED RENOVATION



SCALE □ = 1 FOOT







322 S 6th St

1 year ago · See more dates ›

5:03

Messenger
mobile.facebook.com
Done



5:03

Messenger
mobile.facebook.com
Done



3

Planters say, 'Enter here.'

Garden containers are a fun, easy and relatively inexpensive way to bring attention to the front entrance. Even one will do, if it is striking. Rather than resting on the front stoop, planters might flank the sidewalk leading to the front door. Keep in mind that they can be filled with colorful foliage rather than flowers. Bryan Schreier and Shane Fatland of Stillwater placed dramatic foliage plants in tall urns on either side of their front sidewalk. The pots clearly indicate the path to be followed when approaching the house.



4

Maintenance is key.

If you only have a few minutes to garden, spend them on the front entry. Pulling weeds, pruning errant growth, removing dead blossoms and replenishing mulch have a powerful impact on this most visible of garden spaces. And containers, of course, require regular watering.



5

Add fragrance.

Shrubs, as well as flowers, can be scent providers. My favorite entry to the gardening season is when the common purple lilacs bloom. For allergy sufferers, annuals, such as geraniums or zinnias, fit the bill. Or, try fragrant herbs, like basil or rosemary, near the front door.




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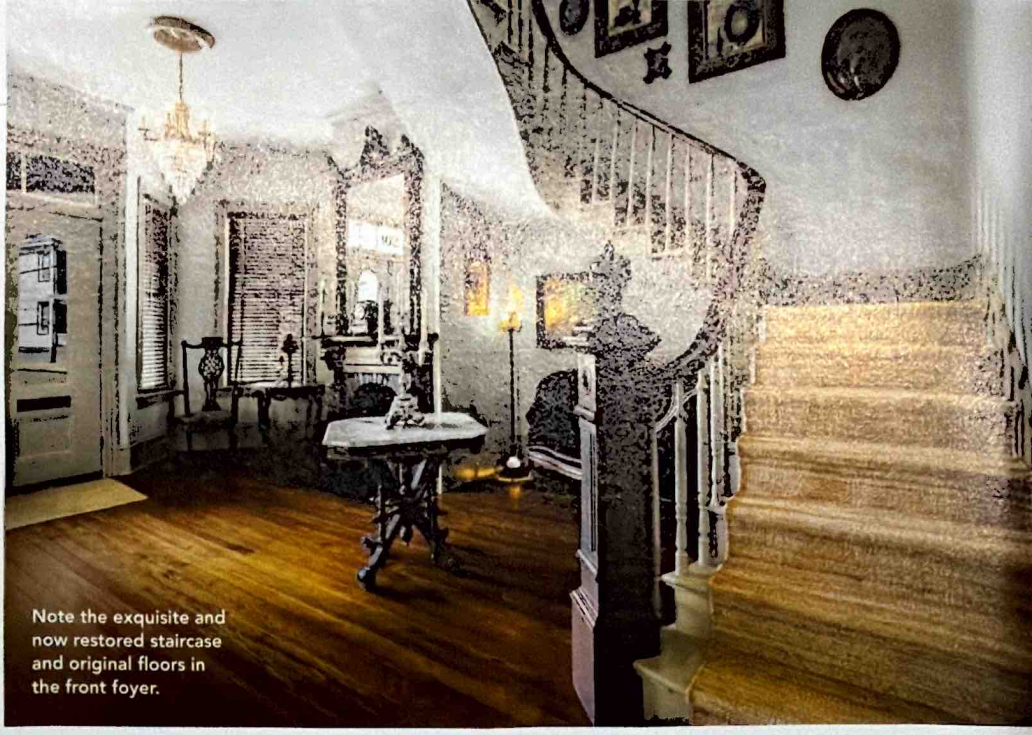


Tall, Dark & Handsome

A former wreck of a rooming house has been restored, revealing an exquisite and luxurious Victorian home.

Written by KATHRYN DRURY WAGNER

Photography by HAYDEN HILL/HILL PROPERTY MEDIA // *Courtesy* LIZA DIMARCO/COMPASS GEORGIA



Note the exquisite and now restored staircase and original floors in the front foyer.

WHEN SHANE FATLAND AND BYRAN SCHREIER began the process of renovating 102 E. 38th St., more than a few eyebrows were raised. "We were the new kids on the block," says Schreier of the historic preservation review process. "We came in with our portfolio and architectural drawings, but still I think they had doubts we'd be able to handle it."

Because this wasn't just any old building. The 3,777-square-foot home, which they purchased in March 2023, had deteriorated over the years, becoming a notoriously decrepit, rent-by-the-week boarding house.

"From a sanitary, human standpoint, it felt sad," says Fatland. Nearly every window was Plexiglas or broken, with only three panes of original glass remaining throughout the home. Doors had scary collections of multiple locks. And every nook and cranny had been filled. "The living room was a bedroom, the dining room was a bedroom, the porch was a bedroom," he says.

Luckily for the house — and the neighbors — Fatland and Schreier are savvy, experienced renovators. The married couple first met in Minnesota, where they restored two houses, before taking on a 6,000-square-foot, circa-1882 Victorian in Rome, Georgia. That massive house had so much charisma, it soon became a location for the Netflix hit "Stranger Things."

Fatland and Schreier have usually felt called toward a specific house and let that determine their next move, but for 102 E. 38th St., they specifically wanted to live in Savannah and centered their search here. Plus, says Fatland, "This house deserves to be saved." It was built roughly in 1895, he estimates, based on historical images of Drayton Street.

The home's location in the fun, bustling Street Car District helped, too. And let's be honest, the challenge was hard to resist. "I loved that it was so bad people were like, 'No way,'" Schreier says with a smile.

During the two-year renovation of the now four-bedroom, four-bath home, the couple lived in a 450-square-foot ADU on the property. Except for major mechanicals (HVAC, electrical, etc.), the couple did everything themselves. Toiling from his at-home workshop/studio, Fatland hand-turned the porch spindles and columns, and handmade windows using antique reproduction glass. "When you renovate, it's important that it looks like it's always been here," he explains.

The exterior of the home, previously painted white, is now a regal combination of Adaptive Shade and Enduring Bronze, both by Sherwin-Williams. "It's supposed to be tall, dark, and handsome," says Schreier. "It has a vibe."

Inside, they opted to go ahead and paint over the layers and layers of older paint on the wood, such as the original pocket doors. "At that point, you have to decide, are you going to strip it all, or lean into it?" says Schreier.

The kitchen is one of the few spots in the home where the original hardwood flooring couldn't be restored. "It's the second time I've had this kitchen," says Fatland of the layout and design. "I love it, and so why not do it again?" It features a 12-foot island and some cutlery displays that would feel right at home on the set of "Knives Out." »



The couple use this bedroom as their primary suite.

Upstairs, he carefully positioned closets where there had been none, reusing the original millwork and doors whenever he could and, when necessary, shopping for four-panel doors at Re:Purpose Savannah.

On the side of the home, a new sleek saltwater pool is surrounded by lush landscaping. "It was funny because the house was still in really rough shape, when, rolling down 38th Street, here come all these 20-foot palm trees on a flatbed truck," says Schreier. Everyone was like, 'They're nuts.'" The pool area also has a bathroom/changing room and a fire pit area.

At press time the home was for sale, with Liza DiMarco of Compass Georgia as the listing agent. The couple get antsy once they finish a house, they explain. "We restore old houses," says Fatland. "That's what we do. During the process, it's so fun to discover things and make things better. It's rewarding. And then when we're done ... you almost don't want to let go of the [renovation] process."

They are open to their next project house calling out to them, maybe in Savannah, maybe not. "We love Victorian homes, but the ones we are usually after are Haunted Mansion-style, 1870s, Mansard roof, Second Empire. That's our thing," says Fatland. They seem happiest in a house with a tower, ideally one that's being struck by lightning while the organ music soars.

When I tell them this house was lucky to have them, Schreier corrects me. "Aw, we're lucky it would have us." ●




102 E 38th Street
SAVANNAH · GEORGIA
COMPASS


1224







Pretty Old Places



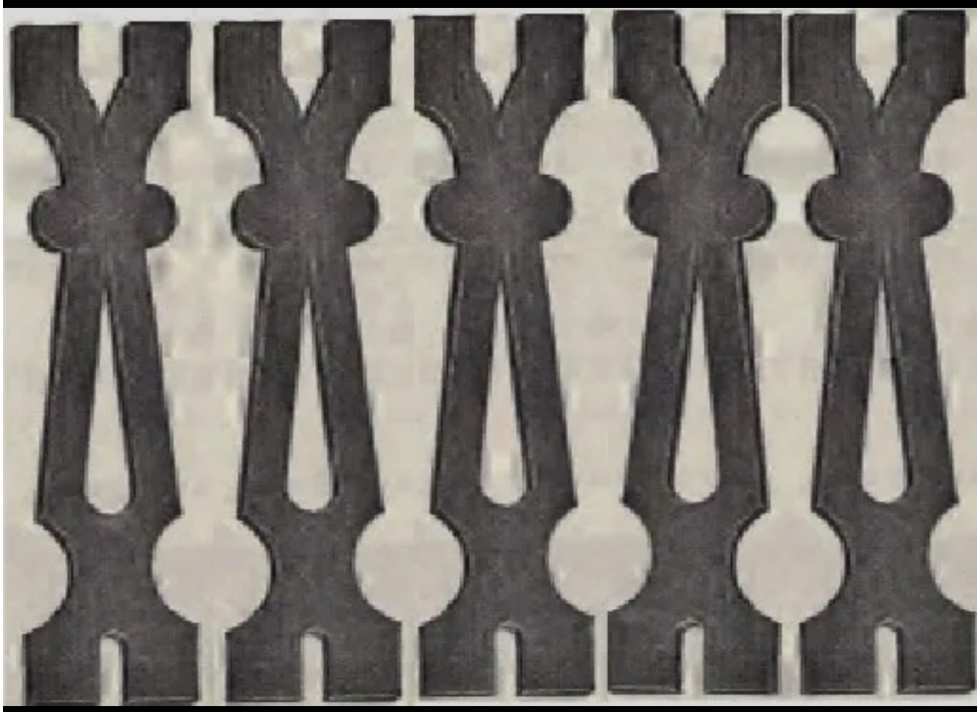

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23




BEECH STREET
GRILL






102


102


102

Prepared by and return to:

Andrea F. Lennon, P.A.
3391 S. Fletcher Avenue
Fernandina Beach, FL 32034

File No 26-150

Parcel Identification No 00-00-31-1800-0127-0032

[Space Above This Line For Recording Data]

WARRANTY DEED

(STATUTORY FORM – SECTION 689.02, F.S.)

This indenture made the **6th day of February, 2026** between **James Richard Loper, a single man**, whose post office address is 521 South 6th Street, Fernandina Beach, FL 32034, of the County of Nassau, Florida, Grantor, to **Shane Donovan Fatland and Bryan James Schreier, a married couple**, whose post office address is 322 South 6th Street, Fernandina Beach, FL 32034, of the County of Nassau, Florida, Grantee:

Witnesseth, that said Grantor, for and in consideration of the sum of TEN DOLLARS (U.S.$10.00) and other good and valuable considerations to said Grantor in hand paid by said Grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said Grantee, and Grantee's heirs and assigns forever, the following described land, situate, lying and being in nassau, Florida, to-wit:

All that certain lot, piece or parcel of land situate, lying and being in the City of Fernandina Beach, (formerly named Fernandina), County of Nassau and State of Florida and being further described according to the official map or plat of said city (as lithographed and issued by the Florida Railroad Company in 1857 and enlarged, revised and reissued by the Florida Town Improvement Company in 1887 and 1901) as:

The South forty-five (45.0) feet of Lot Three (3) in Block One Hundred Twenty-Seven (127), which said part of lot faces forty-five (45.0) feet on Sixth Street and extend at right angles to a depth of one hundred (100) feet.

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

Subject to taxes for 2026 and subsequent years, not yet due and payable; covenants, restrictions, easements, reservations and limitations of record, if any.

TO HAVE AND TO HOLD the same in fee simple forever.

And Grantor hereby covenant with the Grantee that the Grantor is lawfully seized of said land in fee simple, that Grantor have good right and lawful authority to sell and convey said land and that the Grantor hereby fully warrant the title to said land and will defend the same against the lawful claims of all persons whomsoever.

In Witness Whereof, Grantor has hereunto set Grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

James Richard Loper

WITNESS
PRINT NAME: Jennifer L. Panke

WITNESS
PRINT NAME: Kelly F. Morris

3391 South Fletcher Ave
Fernandina Beach, FL 32034
WITNESS 1 ADDRESS

3391 South Fletcher Ave
Fernandina Beach, FL 32034
WITNESS 2 ADDRESS

STATE OF FLORIDA
COUNTY OF NASSAU

The foregoing instrument was acknowledged before me by means of (_x_) physical presence or (__) online notarization, this 6th day of February, 2026, by James Richard Loper, (__) who is/are personally known to me or (_x_) who has/have produced a drivers license as identification.

Signature of Notary Public

Jennifer L. Panke
Print, Type/Stamp Name of Notary

JENNIFER L PANKE
Commission # HH 653759
Expires May 4, 2029

HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2026-0002
MAY 21, 2025

Owner/Applicant:	1st Impressions Contractors Inc., agent for BLUE HERON BNB, LLC
Property Address:	102 and 106 S 7th Street
Parcel ID #	00-00-31-1800-0041-0011
Current zoning:	C-3
FLUM land use category:	Central Business District
Existing uses on the site:	Hotel and Motels
FL Master Site File #	NA00445 and NA00446
Year Built:	1904 and 1880
Contributing Status:	Contributing
Requested actions:	CONCEPTUAL Certificate of Approval (COA) to replace exterior vinyl siding with Hardie Board.

All required application materials have been received. All fees have been paid. All required notices have been made.



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The buildings located at 102 and 106 S 7th Street are both contributing structures constructed in 1904 and 1880 respectively. There have been many changes to the property over the past two decades including alterations to

the windows, siding, decking, backyard space, and more. It currently operates as a hotel/motel that has vinyl siding and aluminum windows. The changes that have been documented over the past 10 years are listed below with permits in the agenda packet.

BLDR-2025-0143: General building permit to replace exterior deck boards on building 1 (102 S 7th)
ZON-000254-2025: Zoning permit for installing a 6' wooden fence
HDC SA 2024-0016: COA to repaint and replace ramp and railing in rear
HDC SA 2024-0009: Reroof to match existing
HDC SA 2018-0023: Reroof with metal roof

The applicant is seeking **conceptual** approval to replace the existing exterior material (vinyl siding) with Hardie Board, which is a synthetic composite siding that is designed to have a historic appearance.

There were photos included in the application and can be found in the agenda packet. There appears to be historic wooden siding underneath the vinyl siding. The design guidelines recommend the restoration and preservation of original siding if it was present after the historic district was created. There is no evidence that the vinyl siding was installed prior to 1972.

All pictures included in application packet:






Underneath Vinyl


Underneath Vinyl

APPLICABLE GUIDELINES:

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE
CITY OF FERNANDINA BEACH DOWNTOWN DESIGN GUIDELINES
SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

1. **A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
2. **The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.**
   Findings: *Complies* ☐ *Does not Comply* ☒ *N/A* ☐
3. **Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
4. **Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
5. **Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.**
   Findings: *Complies* ☐ *Does not Comply* ☒ *N/A* ☐
6. **Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.**
   Findings: Complies ☐ Does not Comply ☒ N/A ☐
7. **Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.**
   Findings: Complies ☐ Does not Comply ☐ N/A ☒
8. **Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.**
   Findings: Complies ☐ Does not Comply ☐ N/A ☒
9. **New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.**
   Findings: Complies ☐ Does not Comply ☐ N/A ☒
10. **New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**
    Findings: Complies ☒ Does not Comply ☐ N/A ☐

ANALYSIS:

PROPOSED MATERIALS		
	Type/Material/Brand	**Color**
Proposed exterior Fabric	James Hardie lap siding, smooth finish, 6" exposure	Blue, to match existing
Existing exterior fabric	Vinyl covering historic wood	Blue

Site Plan –
Based on the project description, the site plan is not proposed to be changed in any way.

Elevations –

Materials – The project proposes the use of Hardie Board. Based on the photos that were submitted with the application, there appears to be historic wood siding under the blue vinyl. It is staff's understanding that the vinyl was installed on the structure in 1990, following the designation of the historic district in 1972 (Exhibit 3).

The Downtown Historic District Design Guidelines prescribe the treatment of historic siding and the possibility of replacement with modern materials.

> *"Substitute or Replacement Materials* In general, substitute or replacement materials for siding, roofs, windows, and similar elements will be permitted where original materials have been removed or fully covered prior to the adoption of the overlay of the Fernandina Beach Historic District. This allowance is made in recognition of the fact that many buildings have previously been altered or repaired using substitute materials. Accordingly, in making changes to such a building, the owner will not be required to restore original materials. On buildings that have retained their original materials following the adoption of the overlay, the Historic District Council may require that those original materials other than asbestos shall be maintained. If original materials are damaged or deteriorated beyond repair, substitute materials will be permitted. In either case of substitute materials, they should promote the historic character of the district to the greatest extent possible." (HDDG, p. 9)
>
> "Original siding is highly demonstrative of architectural integrity. Modern siding treatments like vinyl or aluminum cannot replicate the natural appearance of real wood and are therefore discouraged. Retain and maintain original wood siding.
>
> 1. Preserve historic siding and exterior materials.
> 2. Re-nail warped or loose wood shingles.
> 3. Follow wood or masonry guidelines when repairing damaged historic siding and exterior materials.
> 4. Repair stucco by removing loose material and patching with a new material that is similar in composition, colors, and texture.
> 5. Replace historic siding and shingles only as required and with materials that match the original as closely as possible.

6. If historic siding was removed or covered prior to the adoption of design guidelines or becomes damaged beyond reasonable repair, the use of synthetic replacement siding may be permitted.
7. If synthetic siding is used, choose siding that most closely matches the shape, size, profile, and texture of wood siding. Smooth cementitious siding products are preferable to vinyl or aluminum siding.
8. If feasible, remove synthetic siding and restore the historic siding material." (HDDG, p. 90)

STAFF RECOMMENDATION:

Staff finds that the requested action, as presented, is inconsistent with the Comprehensive Plan, the Land Development Code, Secretary of Interior Standards, and the Historic District Design Guidelines.

Staff recommendation:

DENIAL of HDC 2026-0010

MOTION TO CONSIDER:

I move to **approve or deny** case number HDC 2026-0010 **with or without** conditions;

AND I move that the HDC make the following findings of fact and conclusions of law part of the record:

That HDC case HDC 2026-0010, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Historic District Design Guidelines to warrant FINAL approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 **HDC 2026-0010 Combined Application Materials**
EXHIBIT 2 **Florida Master Site File: NA00445 and NA00446**
EXHIBIT 3 **Past permits**
EXHIBIT 4 **Correspondence with the applicant**

Mackennah Tarmey

From: noreply@civicplus.com
Sent: Wednesday, March 18, 2026 9:18 AM
To: Planning Info
Subject: Online Form Submittal: Historic District Council (HDC) Certificate of Approval (COA) Application

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender, were expecting this email, and know the content is safe.

Historic District Council (HDC) Certificate of Approval (COA) Application

HISTORIC DISTRICT COUNCIL (HDC): CERTIFICATE OF APPROVAL (COA) APPLICATION

USE THIS FORM TO Apply for BOARD approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA) AND STAFF-LEVEL review for EXTERIOR PAINT and INSTLLATION OF PERVIOUS PAVERS projects ONLY.

NOTE: All other STAFF-LEVEL approvals (i.e, fence, right-of-way, roof) and smaller STAFF-LEVEL project reviews can be submitted with your building permit where reviews will be performed and cost will be assessed simultaneously.

Fees *Field not completed.*

Basis for Review
All applications, whether Staff or Board review, are reviewed for consistency with the City of Fernandina Beach Comprehensive Plan, Land Development Code, and applicable guidelines such as the Downtown Historic District Design Guidelines, Old Town Fernandina Preservation and Development Guidelines, and the Community Redevelopment Area (CRA) Design Guidelines. Guidelines for the Historic Districts are based on the U.S. Secretary of the Interior's Standards for Rehabilitation.

IMPORTANT NOTES

Conceptual Approvals
Conceptual approvals are provided by the HDC as a courtesy to the applicant in an effort to allow comment from the Historic District Council and citizens during the conceptual design process. The HDC will provide the applicant with feedback and guidance relating to the proposal and take a vote to indicate whether the board

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Pre-Application Meeting

To guide you through the process and to ensure that your application is properly processed, you'll need to meet with the Preservation Planner prior to submitting your application. The application must be submitted at least 42 days before the scheduled meeting to allow time for review. Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, right-of-way, or zoning permit (if required).

Application Requirements	*Field not completed.*
Please see the Land Development Code (LDC) for detailed information:	*Field not completed.*
The LDC is Available for Review at	www.fbfl.us/LDC

Appeals
An applicant may appeal the HDC's decision for variances to a court of record as outlined in LDC Section 10.02.04(D). The petition shall be presented to within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

PROJECT TYPE	Siding
APPROVAL TYPE	Board Approval: Conceptual
Have you met with a planner for a pre-application meeting?	No
Please apply for a required pre-application meeting using the following link:	HDC Pre-Application Meeting Request
PROPERTY INFORMATION	Property information can be found at the Nassau County Property Appraiser's website → Map Search
Historic District	Downtown

List all proposed materials and colors, as applicable. If you are not filling this out, you MUST provide a detailed list separately that includes all required information as described in the following fields. A separate form can be uploaded or emailed directly to Mia Sadler.

EXTERIOR FABRIC	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
DOORS	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
WINDOWS	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
ROOFING	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
FASCIA/TRIM	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
FOUNDATION	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*

Color	*Field not completed.*
SHUTTERS	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
PORCH/DECK	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
FENCING	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
DRIVEWAYS/SIDEWALKS	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
SIGNAGE	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
OTHER	
Manufacturer	James Hardie
Product Description	Hardie Board Siding
Color	Current

Please upload supplemental documentation and all product brochures, paint color samples, etc.

Upload 1	James Hardie Brochure.pdf
Upload 2	102 South 7th st, fernandina fl siding proposal.pdf
Upload 3	BLUE HERON INN BLDG-1 AS-BUILT DRAWINGS 09-01-24.pdf
Upload 4	Blue Heron Survey.pdf
Upload 5	DEED- 102 S 7TH ST.pdf
Upload 6	*Field not completed.*
Upload 7	*Field not completed.*
Upload 8	*Field not completed.*
Upload 9	*Field not completed.*
Upload 10	*Field not completed.*
Upload 11	*Field not completed.*
Upload 12	*Field not completed.*
Certification	By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. , I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:, I AGREE THAT A POSTING NOTICE WILL BE INSTALLED ON THE PROPERTY(IES) IN QUESTION AND THAT SAID SIGN WILL ONLY BE REMOVED BY STAFF AFTER THE MEETING OR BROUGHT BACK TO CITY HALL BY APPLICANT.

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10. I/We understand that the City Staff will install a Notice of Hearing sign on the property 14 days before the scheduled heating and that the sign must only be removed after the hearing by City Staff, unless, the applicant or property owner brings the Notice of Hearing back to City Hall.

Applicant First Name	Oriola
Applicant Last Name	Lukaj
Today's Date	3/18/2026

DEPARTMENT OF PLANNING & CONSERVATION

204 Ash Street | Fernandina Beach Florida 32034 |Contact: Mia Sadler at 904 310-3488 | www.fbfl.us/planning

Please make sure to disable pop-up blocker in order to submit.

Email not displaying correctly? View it in your browser.

9651 Hood Road Suite 4, Jacksonville, FL 32257
Office (904)233-1116 ♦ Fax (904)725-0352
Email: Info@1stImpressionsContractors.com
Licenses: CBC1254813 & CCC1327776

Date: 12/10/2025

PROPOSAL DESIGNED FOR
Mike Moses

Job Site:
102 S 7th St, Fernandina Beach FL, 32034

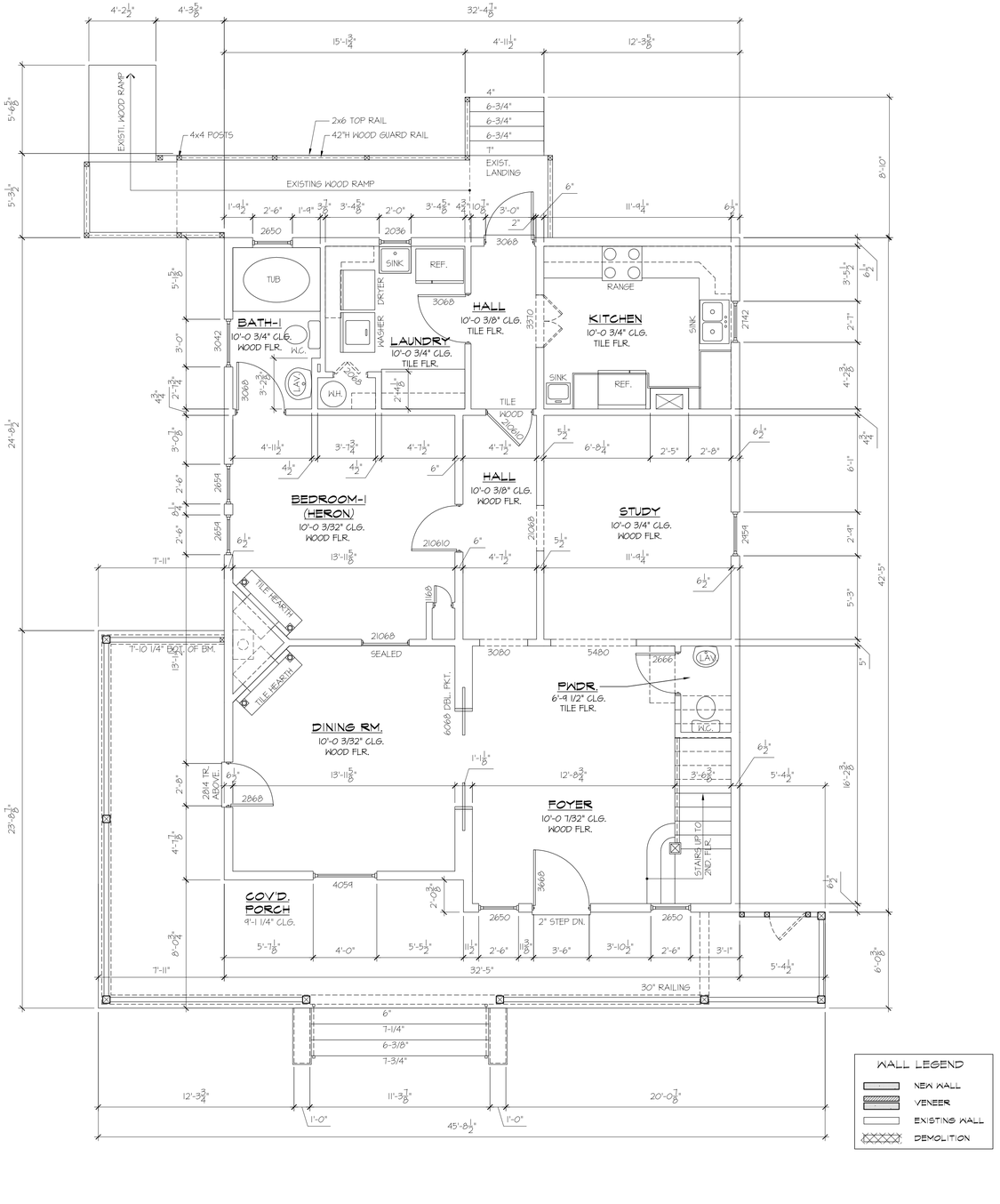
WE HEREBY SUBMIT SPECIFICATIONS & ESTIMATES FOR THE FOLLOWING:

Siding Repair

1. Contractor to provide permits, administration and inspection fees.
2. Contractor to follow historical guidelines.
3. Contractor to provide disposal containers
1. Remove all existing vinyl siding and wood siding from the entire exterior of the house, down to existing sheathing or framing as required. Deteriorated deck is considered an unforeseen condition. Replace all rotted or damaged wood if needed THIS WILL BE A CHANGE ORDER - SEE CLARIFICATION BELOW.
4. Install new OSB plywood sheathing on exterior walls where required.
5. Install new house wrap over all sheathed wall surfaces in accordance with manufacturer specifications and applicable building codes.
6. Install new James Hardie (or equivalent fiber cement) lap siding on all exterior wall elevations, including all manufacturer-specified fasteners, joints, and clearances.
7. Install new exterior trim on all outside corners and other designated areas as required for a complete siding system.
8. Install new Hardie (or equivalent fiber cement) panels on the exterior ceiling/soffit surfaces as indicated in the scope.
9. Install a new PVC vent on the front gable, properly flashed and sealed.
10. Prepare all newly installed Hardie lap siding, trim, and ceiling panels for paint (cleaning, caulking, and minor surface prep as needed).
11. Apply primer and one finish coat of exterior-grade paint to all new Hardie siding, trim, and ceiling panels.
12. Clean job site to all job-related debris.

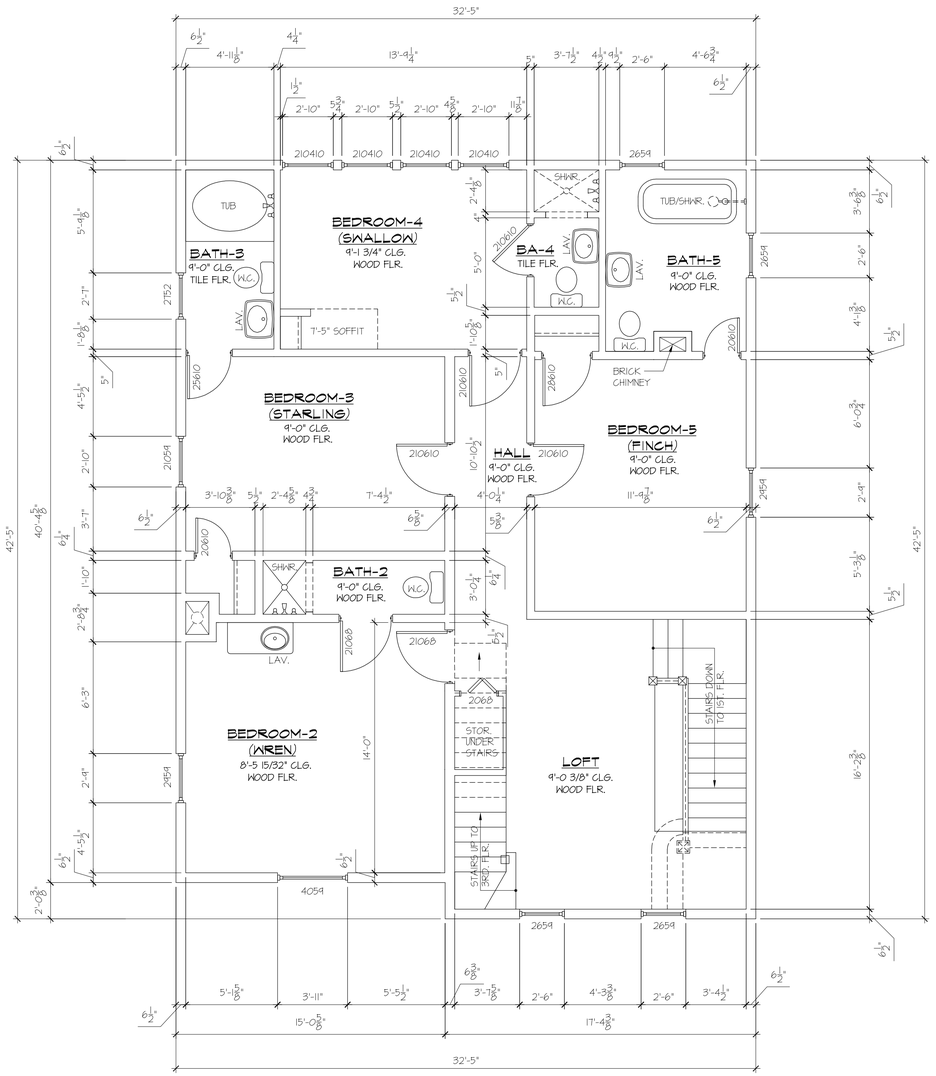
Total Materials and labor for siding repair $58,168.00

NOTE: Underlying remediation to complete scope subject to a change order



EXISTING FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"



EXISTING SECOND FLOOR PLAN

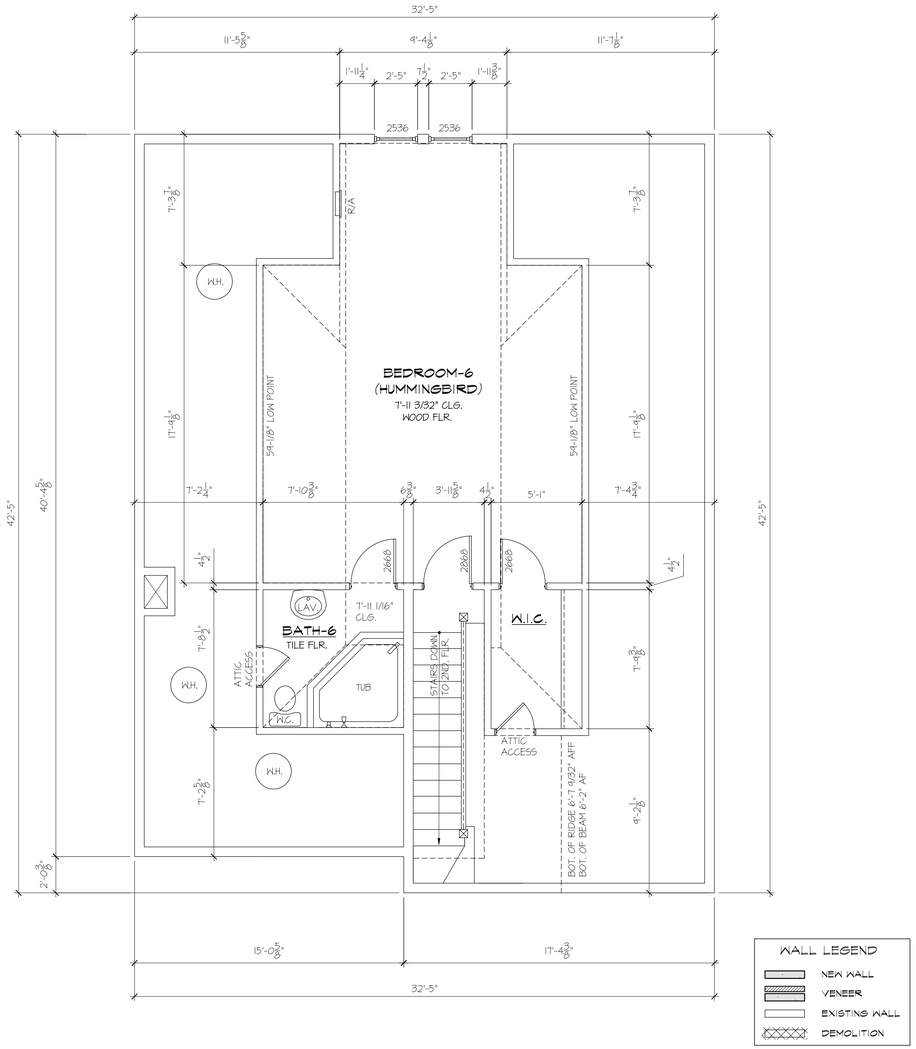
SCALE: 1/4" = 1'-0"

NO.	REVISION	DATE

EXISTING FLOOR PLAN

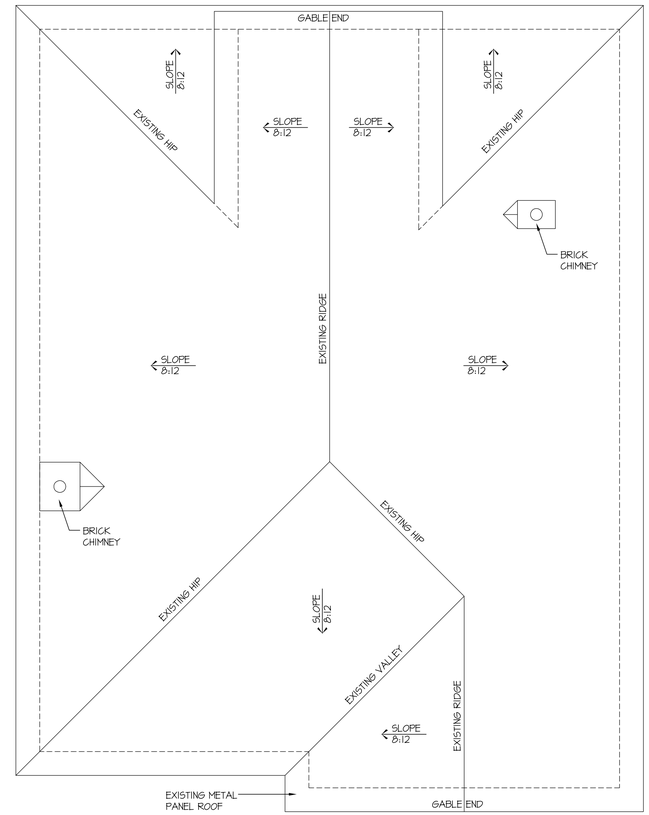
AS-BUILT DRAWINGS
FOR THE
BLUE HERON INN
BED & BREAKFAST
102 SOUTH 7TH STREET
FERNANDINA BEACH, FL 32034

DRAWN BY:	JRF
CHECKED:	
DATE:	09-01-24
SCALE:	1/4"=1'-0"
JOB NO:	
SHEET:	A1



EXISTING THIRD FLOOR PLAN

SCALE: 1/4" = 1'-0"



EXISTING ROOF PLAN

SCALE: 1/4" = 1'-0"

NO.	REVISION	DATE

EXISTING FLOOR PLAN

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FOR THE
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102 SOUTH 7TH STREET
FERNANDINA BEACH, FL 32034

DRAWN BY:	JRF
CHECKED:	
DATE:	09-01-24
SCALE:	1/4"=1'-0"
JOB NO:	
SHEET:	A2



FRONT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"

NO.	REVISION	DATE

EXTERIOR ELEVATIONS

AS-BUILT DRAWINGS
FOR THE
BLUE HERON INN
BED & BREAKFAST
102 SOUTH 7TH STREET
FERNANDINA BEACH, FL 32034

DRAWN BY:	JRF
CHECKED:	
DATE:	04-01-24
SCALE:	1/4"=1'-0"
JOB NO:	
SHEET:	A3



REAR ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"

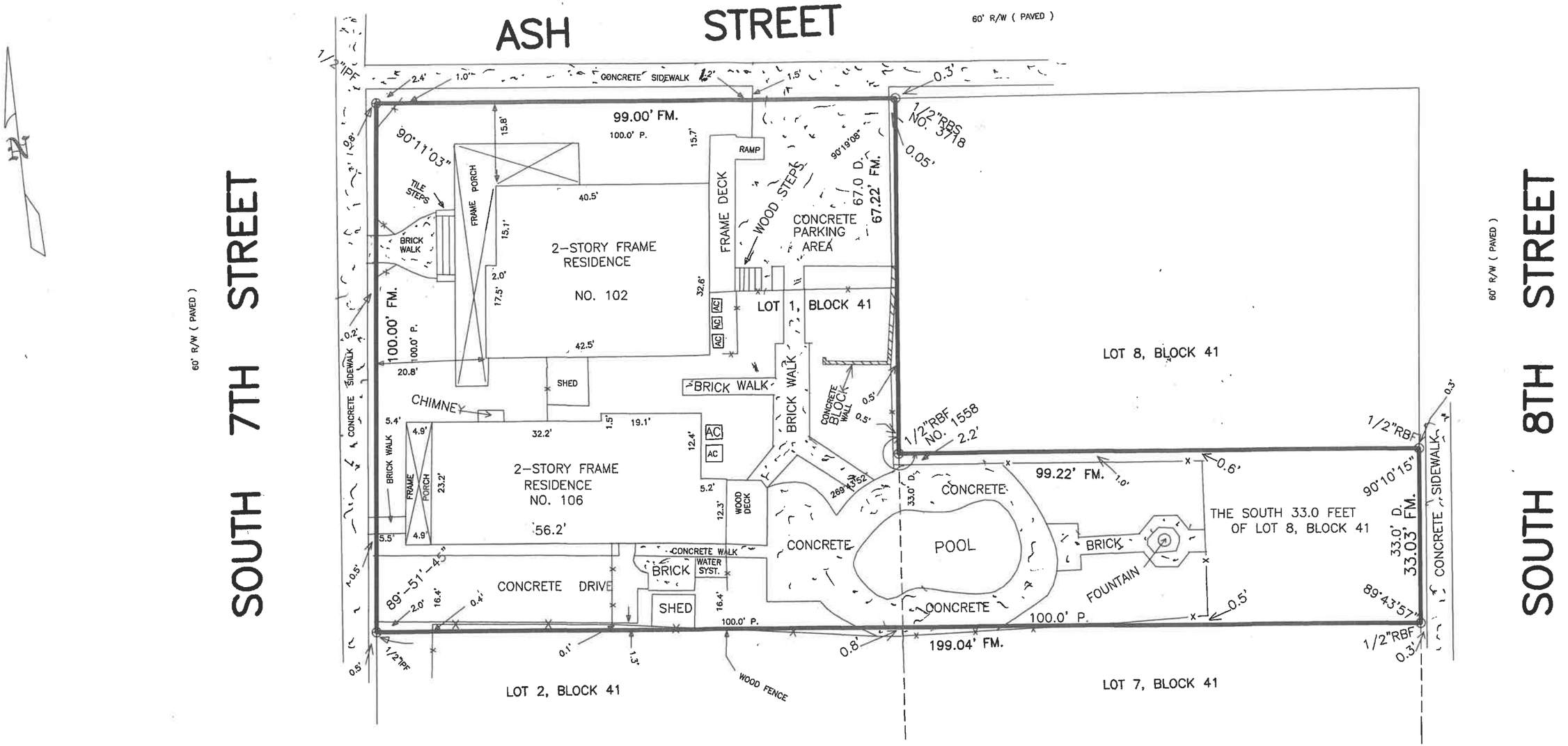
NO.	REVISION	DATE

EXTERIOR ELEVATIONS

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FOR THE
BLUE HERON INN
BED & BREAKFAST
102 SOUTH 7TH STREET
FERNANDINA BEACH, FL 32034

DRAWN BY:	JRF
CHECKED:	
DATE:	04-01-24
SCALE:	1/4"=1'-0"
JOB NO:	

SHEET: A4



MAP SHOWING BOUNDARY SURVEY OF
ALL OF LOT 1 AND THE SOUTHERLY 33.0 FEET OF LOT 8, BLOCK 41,

LYING AND BEING IN THE CITY OF FERNANDINA BEACH (FORMERLY NAMED FERNANDINA), IN THE COUNTY OF NASSAU AND THE STATE OF FLORIDA, AND KNOWN AND DESCRIBED UPON AND ACCORDING TO THE OFFICIAL PLAT OF SAID CITY (AS LITHOGRAPHED AND ISSUED BY THE FLORIDA RAILROAD COMPANY IN 1857, AND ENLARGED, REVISED AND REISSUED BY THE FLORIDA TOWN IMPROVEMENT COMPANY IN 1887 AND 1901).

CERTIFIED TO:
BLUE HERON BNB, LLC.
OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY,
BLUE OCEAN TITLE LLC,

NOTE: ALL FENCES ARE WOOD UNLESS NOTED OTHERWISE.

COASTAL LAND SURVEYORS
& MAPPERS, INC.
34 NORTH FOURTEENTH STREET
FERNANDINA BEACH, FLORIDA 32032
TEL. 904-261-8950 FAX 904-277-6650

I HEREBY CERTIFY THE INFORMATION DEPICTED HEREON AS MEETING THE MINIMUM TECHNICAL STANDARDS FOR LAND SURVEYING, CHAPTER 5J-17.050, FLORIDA ADMIN. CODE, AND/OR CHAPTER 180-7, GEORGIA STATUTES.

LICENSED BUSINESS NO. 6412

11-30-23

JAMES C. PEACOCK, PROFESSIONAL SURVEYOR AND MAPPER
FLORIDA CERTIFICATE NO. 3718
GEORGIA CERTIFICATE NO. 2365
NOT VALID UNLESS EMBOSSED WITH SURVEYORS OFFICIAL SEAL

BEARINGS BASED ON N/A

PROPERTY SHOWN HEREON LIES WITHIN FLOOD ZONE X AS SHOWN ON FEMA FLOOD INSURANCE RATE MAP, COMMUNITY NO. 120172 PANEL NO. 0237G DATED 12-17-10 ;

DATE OF SURVEY: NOVEMBER 28, 2023
SCALE 1"=20'
JOB NO. 9703-13 F.B. 136

CORNER MARKERS HAVE NO IDENTIFICATION U.N.O.

LEGEND:

IRON PIPE FOUND – IPF
IRON PIPE SET – IPS
RE/BAR FOUND – RBF
NOT TO SCALE – NTS
BUILDING RESTRICTION LINE – BRL
CONCRETE MONUMENT FOUND – CMF
STAINLESS STEEL PIPE FOUND – SSPF
RIGHT-OF-WAY – R/W
POINT OF CURVE – PC POINT OF TANGENCY – PT
CENTERLINE – C/L OFFICIAL RECORDS BOOK – O.R.B.
POWER LINE ---P---
PLAT – P.
FIELD MEASURED – FM.
RECORD – R. DEED – D.
POWER POLE – ⊙
CONCRETE – CONC.
FENCE ----X----
RIGHT-OF-WAY – R/W
POINT OF REVERSE CURVE – PRC



Hello & Welcome
To the Blue Heron
Bed & Breakfast
Susan Martin – Innkeeper
229-251-7068
Please Call or Text

Vinyl Siding


Underneath Vinyl


Underneath Vinyl

OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION

I /WE Michael Moses
(print name of property owner(s))

hereby authorize: 1st Impressions Contractors Inc.
(print name of agent)

to represent me/us in processing an application for: _____
(type of application)

on our behalf. In authorizing the agent to represent me/us, I/we, as owner/owners, attest that the application is made in good faith and that any information contained in the application is accurate and complete.

(Signature of owner) **(Signature of owner)**

(Print name of owner) **(Print name of owner)**

JESSICA HARTLINE
Notary Public - State of Florida
Commission # HH 576833
My Comm. Expires Nov 24, 2028
Bonded through National Notary Assn.

STATE OF FLORIDA

COUNTY OF NASSAU

Sworn to (or affirmed) and subscribed before me by means of ☑ physical presence or ☐ online notarization, this 22nd day of April, 20 26, by Michael Moses.

Notary Public — Jessica Hartline Printed Name — 11-24-2028 My Commission Expires

Personally Known _____ OR Produced Identification DL ID Produced: _____

Mackennah Tarmey

From: noreply@civicplus.com
Sent: Wednesday, March 18, 2026 9:18 AM
To: Planning Info
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Application Requirements	*Field not completed.*
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PROJECT TYPE	Siding
APPROVAL TYPE	Board Approval: Conceptual
Have you met with a planner for a pre-application meeting?	No
Please apply for a required pre-application meeting using the following link:	HDC Pre-Application Meeting Request
PROPERTY INFORMATION	Property information can be found at the Nassau County Property Appraiser's website → Map Search
Historic District	Downtown

Site Address	102 South 7th St
City	Fernandina Beach
State	FL
Zip Code	32034
Parcel ID #(s)	00-00-31-1800-0041-0011
Do you authorize the installation of a temporary City notice sign on your property?	YES

OWNER OF RECORD
As recorded with the Nassau County Property Appraiser

First Name	BLUE HERON BNB
Last Name	LLC
Mailing Address	4710 SR 13 N
City	St Johns
State	FL
Zip Code	32259
Telephone Number	9048800000
E-mail Address	mmoses@michaelsongroup.com

OWNER'S AGENT
If other than owner. If an agent will be representing the owner, an Owner's Authorization For Agent Representation form must be included

Is there an agent other than the owner representing this project?	No
Project Description	Replace exterior vinyl siding with Hardie Board siding.

Requirements for Demolition Applications
Per LDC 8.03.03.01

MATERIALS

List all proposed materials and colors, as applicable. If you are not filling this out, you MUST provide a detailed list separately that includes all required information as described in the following fields. A separate form can be uploaded or emailed directly to Mia Sadler.

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Color	*Field not completed.*
SIGNAGE	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
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Product Description	Hardie Board Siding
Color	Current

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8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

9. I/We understand that Certificates of Approval are only valid for one (1) year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

10. I/We understand that the City Staff will install a Notice of Hearing sign on the property 14 days before the scheduled heating and that the sign must only be removed after the hearing by City Staff, unless, the applicant or property owner brings the Notice of Hearing back to City Hall.

Applicant First Name	Oriola
Applicant Last Name	Lukaj
Today's Date	3/18/2026

DEPARTMENT OF PLANNING & CONSERVATION

204 Ash Street | Fernandina Beach Florida 32034 | Contact: Mia Sadler at 904 310-3488 | www.fbfl.us/planning

Please make sure to disable pop-up blocker in order to submit.

Email not displaying correctly? View it in your browser.

1ST IMPRESSIONS CONTRACTORS INC.
ROOFING • PLUMBING • HVAC • RENOVATIONS

9651 Hood Road Suite 4, Jacksonville, FL 32257
Office (904)233-1116 ♦ Fax (904)725-0352
Email: Info@1stImpressionsContractors.com
Licenses: CBC1254813 & CCC1327776

Date: 12/10/2025

PROPOSAL DESIGNED FOR
Mike Moses

Job Site:
102 S 7th St, Fernandina Beach FL, 32034

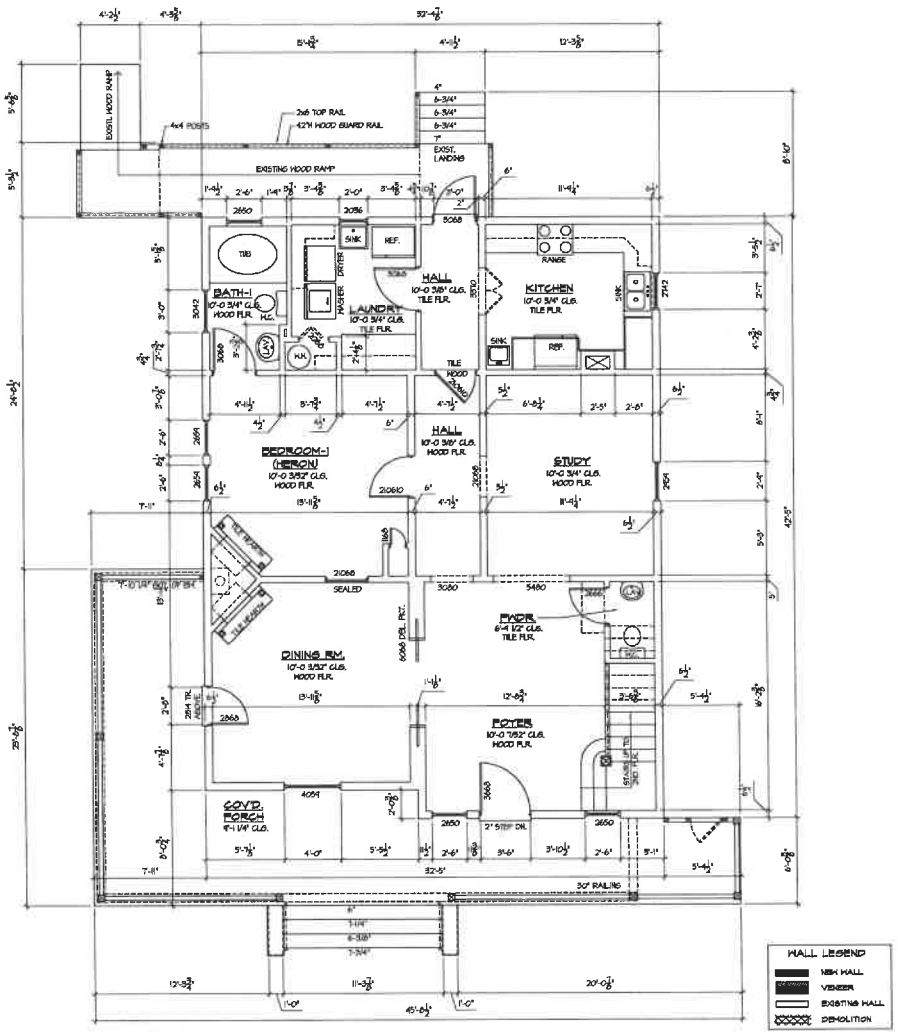
WE HEREBY SUBMIT SPECIFICATIONS & ESTIMATES FOR THE FOLLOWING:

Siding Repair

1. Contractor to provide permits, administration and inspection fees.
2. Contractor to follow historical guidelines.
3. Contractor to provide disposal containers
1. Remove all existing vinyl siding and wood siding from the entire exterior of the house, down to existing sheathing or framing as required. Deteriorated deck is considered an unforeseen condition. Replace all rotted or damaged wood if needed THIS WILL BE A CHANGE ORDER - SEE CLARIFICATION BELOW.
4. Install new OSB plywood sheathing on exterior walls where required.
5. Install new house wrap over all sheathed wall surfaces in accordance with manufacturer specifications and applicable building codes.
6. Install new James Hardie (or equivalent fiber cement) lap siding on all exterior wall elevations, including all manufacturer-specified fasteners, joints, and clearances.
7. Install new exterior trim on all outside corners and other designated areas as required for a complete siding system.
8. Install new Hardie (or equivalent fiber cement) panels on the exterior ceiling/soffit surfaces as indicated in the scope.
9. Install a new PVC vent on the front gable, properly flashed and sealed.
10. Prepare all newly installed Hardie lap siding, trim, and ceiling panels for paint (cleaning, caulking, and minor surface prep as needed).
11. Apply primer and one finish coat of exterior-grade paint to all new Hardie siding, trim, and ceiling panels.
12. Clean job site to all job-related debris.

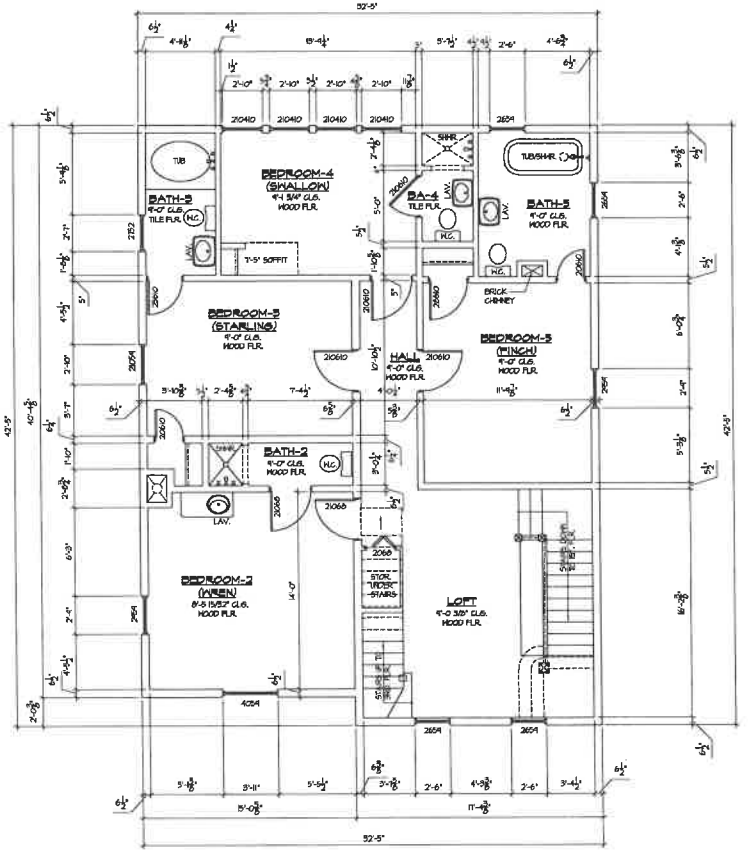
Total Materials and labor for siding repair $58,168.00

NOTE: Underlying remediation to complete scope subject to a change order



EXISTING FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"



EXISTING SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"

NO. REVISION DATE

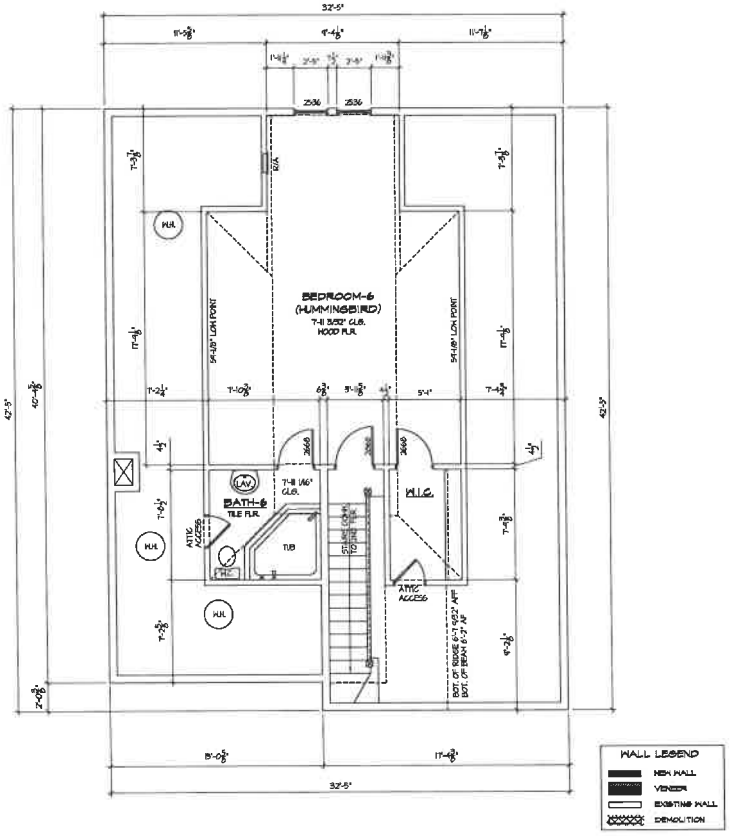
AS-BUILT DRAWINGS
FOR
BLUE HERON INN
BED & BREAKFAST

1024 SOUTH 14TH STREET
FERNANDINA BEACH, FL 32034

EXISTING
FLOOR PLAN

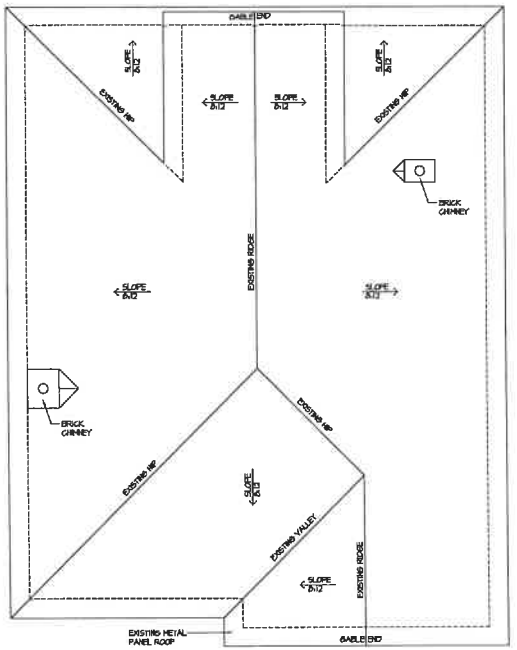
DRAWN BY: JPP
CHECKED:
DATE: 09-01-24
SCALE: 1/4"=1'-0"
JOB NO.:

SHEET NO.
A1



EXISTING THIRD FLOOR PLAN

SCALE: 1/4" = 1'-0"



EXISTING ROOF PLAN

SCALE: 1/4" = 1'-0"

AS-BUILT DRAWINGS
FOR THE
BLUE HERON INN
BED & BREAKFAST
1241 SOUTH ATLANTIC AVENUE
FERNANDINA BEACH, FL 32034

EXISTING
FLOOR PLAN

NO.	REVISION	DATE

DRAWN BY: JBMP
CHECKED:
DATE: 10-01-24
SCALE: 1/4"=1'-0"
JOB NO:

SHEET:
A2



FRONT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"

NO.	REVISION	DATE

EXTERIOR ELEVATIONS

AS-BUILT DRAWINGS
FOR
BLUE HERON INN
BED & BREAKFAST
1 SOUTH FORTUNE STREET
FERNANDINA BEACH, FL 32034

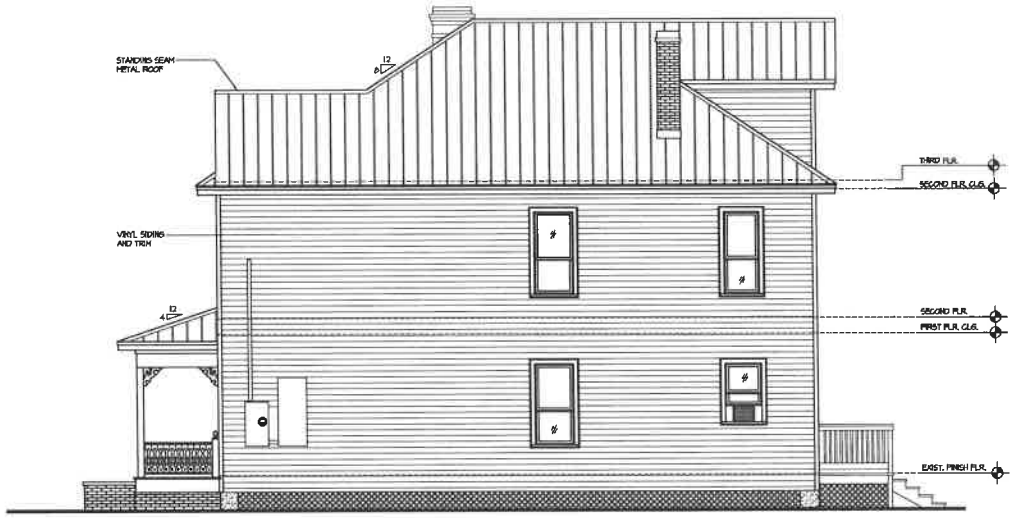
DRAWN BY:	JPP
CHECKED:	
DATE:	09-01-24
SCALE:	1/4"=1'-0"
JOB NO.:	

SHEET:
A3



REAR ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"

NO.	REVISION	DATE

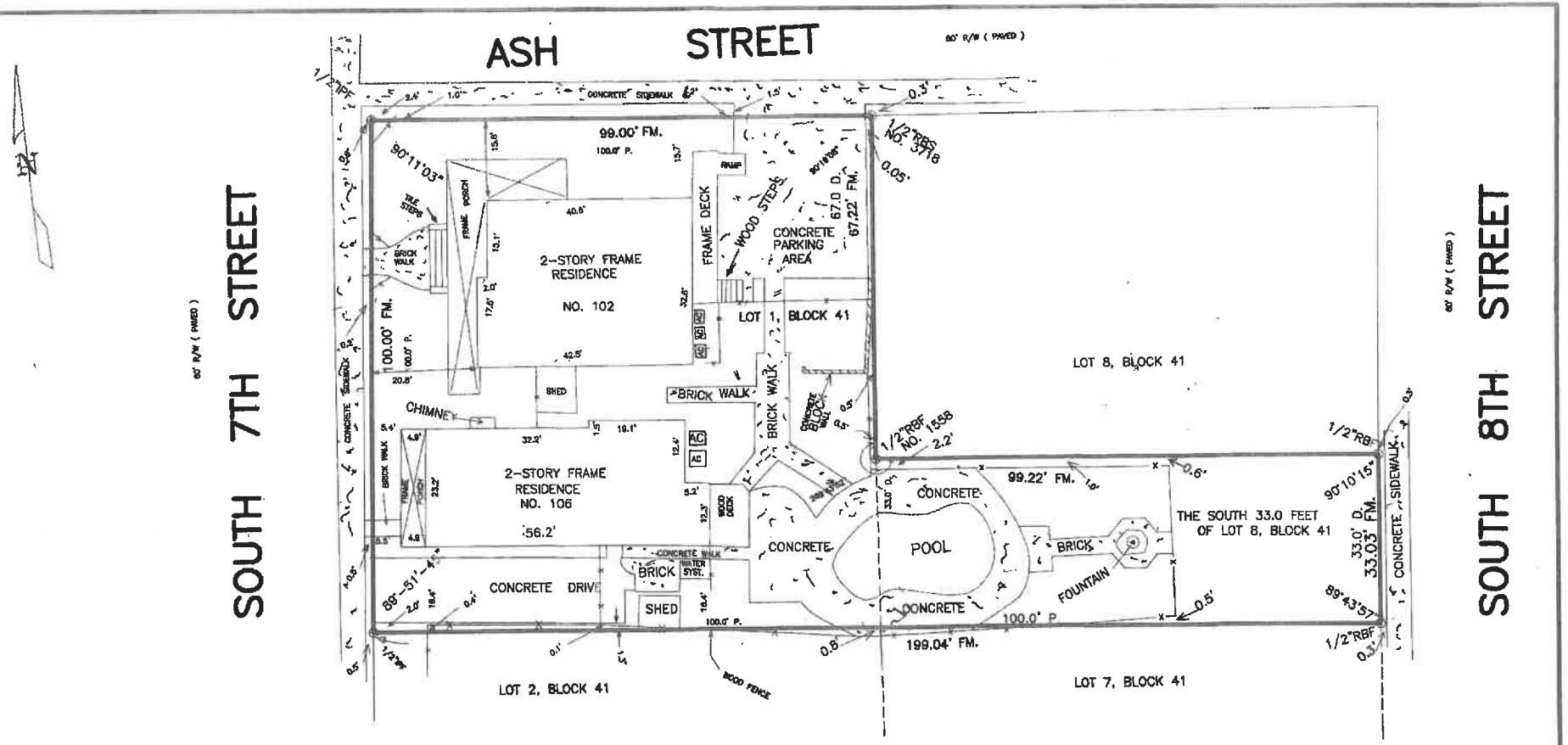
EXTERIOR ELEVATIONS

AS-BUILT DRAWINGS FOR ***

BLUE HERON INN BED & BREAKFAST

1509 SOUTH 8TH STREET
FERNANDINA BEACH, FL 32034

DRAWN BY:	JRP
CHECKED:	
DATE:	OCT-01-24
SCALE:	1/4"=1'-0"
JOB NO:	
SHEET:	A4



MAP SHOWING BOUNDARY SURVEY OF
ALL OF LOT 1 AND THE SOUTHERLY 33.0 FEET OF LOT 8, BLOCK 41,

LYING AND BEING IN THE CITY OF FERNANDINA BEACH (FORMERLY NAMED FERNANDINA), IN THE COUNTY OF NASSAU AND THE STATE OF FLORIDA, AND KNOWN AND DESCRIBED UPON AND ACCORDING TO THE OFFICIAL PLAT OF SAID CITY (AS LITHOGRAPHED AND ISSUED BY THE FLORIDA RAILROAD COMPANY IN 1857, AND ENLARGED, REVISED AND REISSUED BY THE FLORIDA TOWN IMPROVEMENT COMPANY IN 1887 AND 1901).

CERTIFIED TO:
BLUE HERON BNB, LLC.
OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY,
BLUE OCEAN TITLE LLC,

NOTE: ALL FENCES ARE WOOD UNLESS NOTED OTHERWISE.

COASTAL LAND SURVEYORS
& MAPPERS, INC.
34 NORTH FOURTEENTH STREET
FERNANDINA BEACH, FLORIDA 32032
TEL. 904-261-6050 FAX 904-277-6650

I HEREBY CERTIFY THE INFORMATION DEPICTED HEREON AS MEETING THE MINIMUM TECHNICAL STANDARDS FOR LAND SURVEYING, CHAPTER 5J-17.050, FLORIDA ADMIN. CODE, AND/OR CHAPTER 180-7, GEORGIA STATUTES.

LICENSED BUSINESS NO. 6412

JAMES C. PEACOCK, PROFESSIONAL SURVEYOR AND MAPPER
FLORIDA CERTIFICATE NO. 3718
GEORGIA CERTIFICATE NO. 2365
NOT VALID UNLESS EMBOSSED WITH SURVEYORS OFFICIAL SEAL

11-20-23

BEARINGS BASED ON N/A

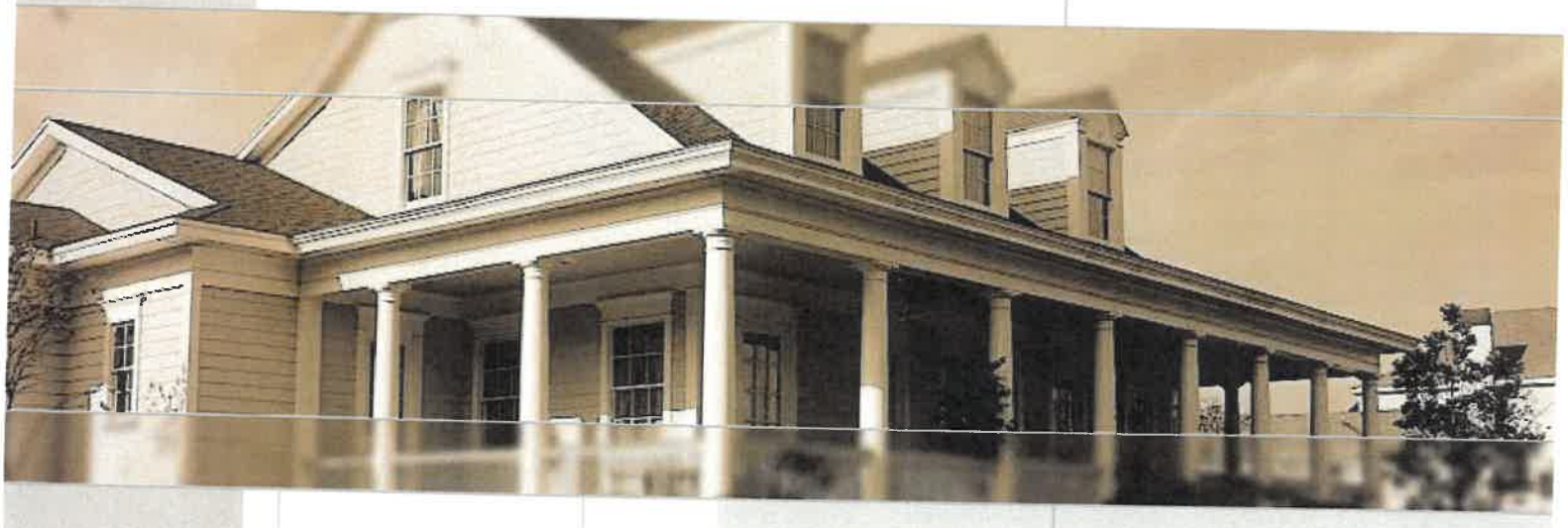
PROPERTY SHOWN HEREON LIES WITHIN FLOOD ZONE X AS SHOWN ON FEMA FLOOD INSURANCE RATE MAP, COMMUNITY NO. 120172 PANEL NO. 0237G DATED 12-17-10 ;

DATE OF SURVEY: NOVEMBER 28, 2023
SCALE 1"=20'
JOB NO. 9703-13 F.B. 136

CORNER MARKERS HAVE NO IDENTIFICATION UNLESS NOTED:
IRON PIPE FOUND - IPF
IRON PIPE SET - IPS
RE/BAR FOUND - RBF
NOT TO SCALE - NTS
BUILDING RESTRICTION LINE - BRL
CONCRETE MONUMENT FOUND - CMF
STAINLESS STEEL PIPE FOUND - SSPF
RIGHT-OF-WAY - R/W
POINT OF CURVE - PC POINT OF TANGENCY - PT
CENTERLINE - C L OFFICIAL RECORDS BOOK - O.R.B.
POWER LINE ---P---
PLAT - P.
FIELD MEASURED - FM.
RECORD - R. DEED - D.
POWER POLE - P.
CONCRETE - CONC.
FENCE -x-x-x-
RIGHT-OF-WAY - R/W
POINT OF REVERSE CURVE - PRC







LAP SIDING

SHINGLE SIDING

VERTICAL SIDING

TRIM & SOFFIT

COLORPLUS™
COLLECTION

James Hardie®
Siding Products





Resists Damage From Cold, Windy Climates

Holds up against the effects of temperature swings in cold-weather climates. Can be installed to withstand hurricane-force winds.



Resists Damage From Wet, Humid Climates

Will not rot or crack even in extremely damp climates.



Resists Flame Spread

Recognized for installation where non-combustible construction is required.



Resists Damage From Flying Debris

Strength and thickness provide impact resistance against hail and flying debris caused by wind or mowers.



Resists Insect Damage

Resists damage from termites and other wood-eating insects.

Hardiplank® Lap Siding



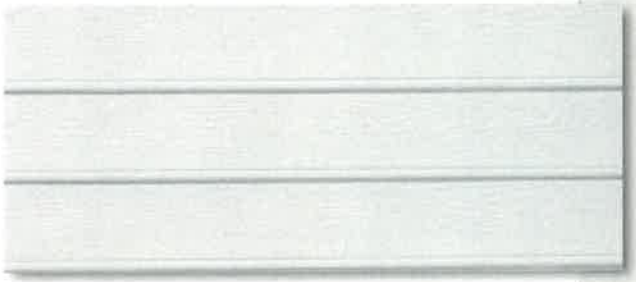
James Hardie® Siding Products



The dimensional stability of James Hardie® siding products prevents paint from chipping and peeling.



Select Cedarmill®



Beaded Cedarmill®

SPECIFICATIONS

Select Cedarmill and Smooth (not shown)

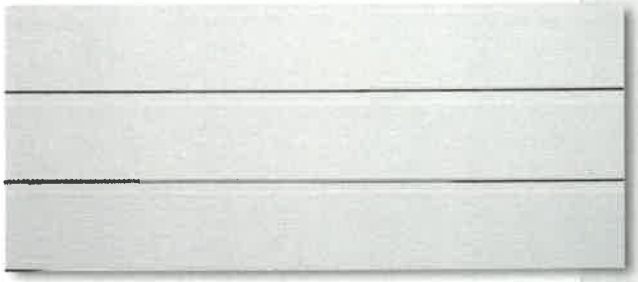
Thickness:	5/16"
Weight:	2.3 lbs./sq.ft.
Length:	12' planks
Widths:	5 1/4" (4" exposure)
	6 1/4" (5" exposure)
	7 1/4" (6" exposure)
	8 1/4" (7" exposure)
	9 1/4" (8" exposure)
	12" (10 3/4" exposure)

Beaded Cedarmill and Beaded Smooth (not shown)

Thickness:	5/16"
Weight:	2.3 lbs./sq.ft.
Length:	12' planks
Width:	8 1/4" (7" exposure)

Hardiplank® lap siding offers enormous advantages over conventional lap siding, combining strength and durability with the beauty and charm of wood.

- Available in a variety of smooth and natural-wood textures.
- Manufactured with exclusive PrimePlus® sealer and primer, which provides uniform sealer and primer coverage and an excellent paint surface.
- 50-year limited transferable product only warranty.



Colonial Roughsawn®

Colonial Roughsawn and Colonial Smooth® (not shown)

Thickness:	5/16"
Weight:	2.3 lbs./sq.ft.
Length:	12' planks
Width:	8" (6 3/4" exposure)



Rustic Cedar®

Rustic Cedar* and Rustic EZ* (not shown)

Thickness:	5/16"
Weight:	2.3 lbs./sq.ft.
Length:	12' planks
Width:	8 1/4" (7" exposure)

* Check with your local representative/dealer for product availability.

Hardishingle® Siding



James Hardie™ Siding Products



Straight Edge Notched Panel

The warmth and character of cedar shingles without the maintenance issues.



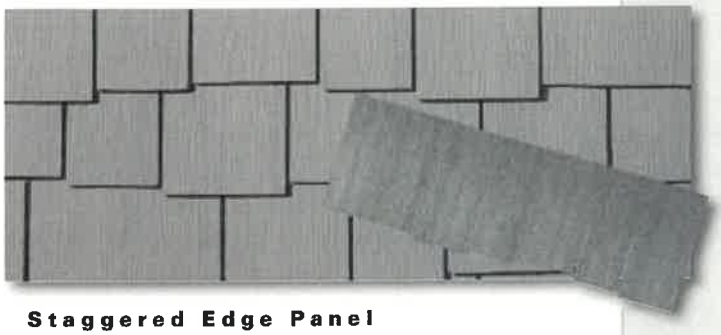
Individual Shingles

SPECIFICATIONS

Hardishingle® Individual Shingles

(available in pallets only)

Thickness:	1/4"
Weight:	1.9 lbs./sq.ft.
Sizes:	6" height x 18" width
	8" height x 18" width
	12" height x 18" width
Exposure:	Max. 8"



Staggered Edge Panel

Hardishingle Staggered Edge Notched Panel

Hardishingle Straight Edge Notched Panel (shown on facing page)

Thickness:	1/4"
Weight:	1.9 lbs./sq.ft.
Sheet Size:	48" width x 16" height
Exposure:	Max. 7" (Straight-Edge)
	Max. 6" (Staggered-Edge)

Hardishingle® sidings have the same warm, authentic look of cedar shingles, but none of the rotting, cracking and splitting.

- Individual shingles in various widths bring a charming handcrafted look to smaller areas; panels make installation quick in large areas.
- Available in a variety of smooth and natural-wood textures.
- 30-year limited transferable product only warranty on shingles and notched panels.



Half-Round Panel

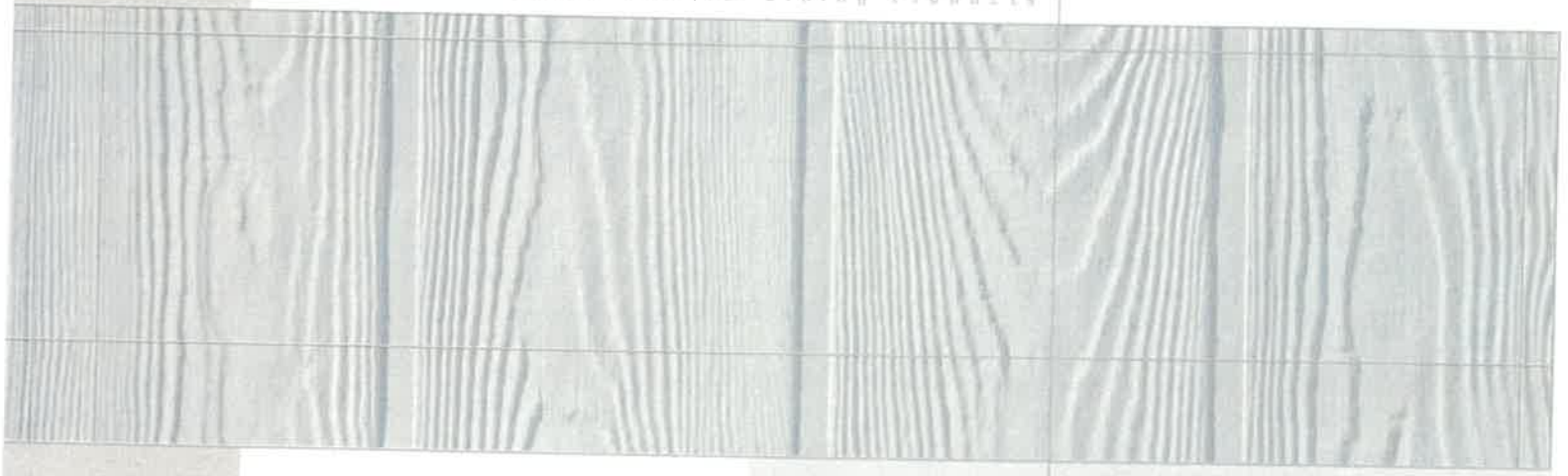
Hardishingle Half-Round Notched Panel

Thickness:	1/4"
Weight:	1.9 lbs./sq.ft.
Sheet Size:	48" width x 19" height
Exposure:	Max. 7"

Hardipanel® Vertical Siding



James Hardie® Siding Products



Combine Hardipanel® vertical siding with Harditrim® planks for an attractive Board and Batten look.



Cedarmill®

SPECIFICATIONS

Cedarmill

Thickness:	5/16"
Weight:	2.3 lbs./sq.ft.
Sizes:	4' width x 8' height
	4' width x 9' height
	4' width x 10' height

For vertical applications, Hardipanel® vertical siding delivers beauty and lasting performance.

- Structurally sound as a shear panel. Also combine with Harditrim® planks for an attractive board-and-batten look.
- Manufactured with exclusive PrimePlus® sealer and primer, which provides uniform sealer and primer coverage and an excellent paint surface.
- 50-year limited transferable product only warranty.



Sierra 8

Sierra 8

Thickness:	5/16"
Weight:	2.3 lbs./sq.ft.
Sizes:	4' width x 8' height
	4' width x 9' height
	4' width x 10' height



Stucco

Stucco and Smooth Panels (not shown)

Thickness:	5/16"
Weight:	2.3 lbs./sq.ft.
Sizes:	4' width x 8' height
	4' width x 9' height
	4' width x 10' height

PrimePlus® Sealer and Primer

PrimePlus sealer and primer affords complete primer coverage and a uniform surface for field-applied finishes. The primer is compatible with most commercially available acrylic, latex and oil-based topcoats, and James Hardie® can provide a list of manufactures recommended topcoats that work particularly well with the primer.

Harditrim® *Planks*

Our trim products adds the finishing touch to a beautiful, lasting James Hardie® home. They provide unmatched durability in corners, columns, windows, rakes and frieze. Harditrim® planks are pre-primed with the PrimePlus® sealer and primer.

SPECIFICATIONS

7/16" Trim
Select Cedarmill and Smooth Textures (not shown)

Thickness:	7/16"
Weight:	3.0 lbs./sq.ft.
Length:	12' planks
Nominal Widths (Actual):	
4" (3 1/2")	6" (5 1/2")
8" (7 1/2")	12" (11 1/2")

XLD Trim
Smooth Texture*

Thickness:	5/4 (1" Actual)
Weight:	4.45 lbs./sq.ft.
Length:	10' planks
Nominal Widths (Actual):	
4" (3 1/2")	6" (5 1/2")
8" (7 1/4")	12" (11 1/4")

HLD Trim
Rustic Grain and Smooth Texture (not shown)

Thickness:	4/4 (3/4" Actual)
Weight:	3.8 lbs./sq.ft.
Length:	12' planks
Nominal Widths (Actual):	
4" (3 1/2")	6" (5 1/2")
8" (7 1/4")	12" (11 1/4")



7/16" Select Cedarmill®



XLD™ Smooth (5/4")



HLD™ Rustic Grain® (4/4")



With Harditrim planks, you get superior weatherability and durability to eliminate the problems associated with wood trim. Comes pre-primed with PrimePlus sealer and primer.

Hardisoffit® *Panels*

James Hardie's pre-cut soffit products eliminate the need for separate box or strip vents and minimize the need for cutting. Hardisoffit® panels are available vented or non-vented, in a range of pre-cut sizes. All styles of Hardisoffit panels are pre-primed with the PrimePlus sealer and primer.

SPECIFICATIONS

Non-Vented Soffit
Select Cedarmill and Smooth Soffit Panels (not shown)

Thickness:	1/4"
Weight:	1.9 lbs./sq.ft.
Sizes:	12" x 12', 16" x 12'
	24" x 8', 48" x 8'

Vented Soffit
Select Cedarmill and Smooth Soffit Panels (not shown)

Thickness:	1/4"
Weight:	1.8 lbs./sq.ft.
Sizes:	12" x 12', 16" x 12',
	24" x 8'

* Check with your local representative/dealer for product availability.



Non-Vented Soffit Panel



Vented Soffit Panel



Add beautiful and functional finishing touches to your homes with James Hardie trim, fascia and soffit products.

The ColorPlus™ Collection

by JAMES HARDIE®

Arctic White


Navajo White


Khaki Brown

The ColorPlus™ Collection offers the beauty and durability of James Hardie's siding products finished in a wide range of designer colors. Its mar-resistant surface resists scratches, and with its baked-on color process, won't peel, chip or crack. With a proprietary finishing process that assures the color stays fast, the ColorPlus Collection comes with a 15-year finish warranty. The ColorPlus Collection is available on specific lap siding, shingles, trim, fascia and soffit products.


Colonial Gray


Monterey Gray


Sky Gray


Slate Blue


Redwood

Accessories

The ColorPlus Collection is available with a full line of matching accessories including nails, caulk, touch-up paint and metal accessories.

PRODUCTS AVAILABLE IN THE COLORPLUS COLLECTION

Hardiplank® Lap Siding

Texture:	Select Cedarmill®
Thickness:	5/16"
Weight:	2.3 lbs./sq.ft.
Length:	12' planks
Widths:	6 1/4" (5" exposure)
	8 1/4" (7" exposure)
Colors:	All colors shown

Hardishingle® Siding

Profile:	Straight Edge Notched Panel
Thickness:	1/4"
Weight:	1.9 lbs./sq.ft.
Sheet Size:	48" width x 16" height
Exposure:	Max. 7" (Straight-Edge)
Colors:	All colors shown

Harditrim® Planks

7/16 Trim

Texture:	Select Cedarmill
Thickness:	7/16"
Weight:	3.0 lbs./sq.ft.
Length:	12' planks
Nominal Widths (Actual):	
4" (3 1/2")	6" (5 1/2")
8" (7 1/2")	12" (11 1/2")
Colors:	Arctic White

XLD™ Trim

Texture:	Smooth
Thickness:	5/4 (1")
Weight:	4.45 lbs./sq.ft.
Length:	10' planks
Nominal Widths (Actual):	
4" (3 1/2")	6" (5 1/2")
8" (7 1/4")	12" (11 1/4")
Colors:	Arctic White

Hardisoffit® Panels

Non-Vented Soffit Panels

Texture:	Select Cedarmill
Thickness:	1/4"
Weight:	1.9 lbs./sq.ft.
Sizes:	12" x 12', 16" x 12'
Colors:	Arctic White

Vented Soffit Panels

Texture:	Select Cedarmill
Thickness:	1/4"
Weight:	1.8 lbs./sq.ft.
Sizes:	12" x 12', 16" x 12'
Colors:	Arctic White

PRODUCT SPECIFICATIONS

BASIC COMPOSITION/SIZE

Portland cement, ground sand, cellulose fiber, select additives and water. James Hardie® siding products contain no asbestos, glass fibers or formaldehyde.

APPROVALS

Hardiplank® lap siding, Hardipanel® vertical siding, Hardisoffit® panels and Hardishingle® siding are recognized as exterior claddings in National Evaluation Service (NES), Inc., Report No. NER-405; City of Los Angeles, Research Report No. 24862; Texas Department of Insurance Product Evaluation EC23, United States Department of Housing and Urban Development, Materials Release 1263c; California DSA Product Acceptance Number PA-019; and City of New York MEA No. 223-93-M. Hardiplank lap siding and Hardishingle cladding shingles are recognized as exterior cladding in CCMC Evaluation Report 12678-R. These documents must also be consulted for additional information concerning the suitability of this product for specific applications.

DURABILITY

James Hardie siding products are dimensionally stable and most have a limited, transferable warranty for 50 years to resist cracking, rotting and delamination. James Hardie fiber-cement products resist damage caused by extended exposure to moisture, humidity, and salt air.

FLEXURAL STRENGTH

James Hardie siding and soffit products comply with ASTM C1186, Standard Specification for Grade II, Type A, Non-Asbestos Fiber-Cement Flat Sheets.

NON-COMBUSTIBILITY

Hardiplank, Hardipanel, Hardishingle and Hardisoffit weatherboard products have been evaluated in accordance with ASTM Method E-136 and evaluated for compliance with (CAN/ULC-S114) and may be installed where non-combustible construction is required.

SURFACE BURNING CHARACTERISTICS

When tested in accordance with ASTM test method E-84 and evaluated for compliance with (CAN/ULC-S102), the product is recognized to have the following properties:

Flame Spread	0	(<5)
Fuel Contribution	0	
Smoke Developed	5	(≤10)

THERMAL RESISTANCE

(Approximate values)

5/16" thick:	R=0.15
1/4" thick:	R=0.13



Full specifications conforming to CSI guidelines can be downloaded from www.jameshardie.com or received via fax from Fax-on-Demand 1-800-9HARDIE, document #2170.

Please call 1-800-9HARDIE for installation instructions and safe handling information.

James Hardie® Siding Products

1-866-4HARDIE (866-442-7343)

www.jameshardie.com

26300 La Alameda, Suite 250

Mission Viejo, CA 92691

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JH90016TBSO 3/04

Inst. Number: 202345037731 Book: 2685 Page: 989 Page 1 of 2 Date: 12/19/2023 Time: 3:10 PM
John A. Crawford Clerk of Courts, Nassau County, Florida Doc Deed: 11,882.50

Prepared by and return to:
Nassau Blue Ocean Title LLC
Justin G. Cerrato, Esq.
2227 Sadler Road
Fernandina Beach, FL, 32034
File No.: NBOT-23-211 #1697,500

Parcel: 00-00-31-1800-0041-0011 & 00-00-31-1800-0041-0012

2311348o

General Warranty Deed

Made this 11th day of December, 2023 by, **David L. Jones and Julie W. Jones, a married couple** whose mailing address is 2754 First Avenue "A", Fernandina Beach, Fl, 32034, hereinafter called the grantor, to **Blue Heron BNB LLC, a Florida Limited Liability Company**, whose mailing address is c/o Elizabeth M. Moses at 4710 SR 13 N, Saint Johns, FL 32259, hereinafter called the grantee:

(Whenever used herein the term "**grantor**" and "**grantee**" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

Witnesseth, that the **grantor**, for and in consideration of the sum of Ten Dollars, ($10.00) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the **grantee**, all that certain land situate in Nassau County, Florida, viz:

Lot 1 and the Southerly 33.0 feet of Lot 8, all in Block 41, lying and being in the City of Fernandina Beach (formerly named Fernandina), County of Nassau and State of Florida, and known and described upon and according to the official plat of said city (as lithographed and issued by the Florida Railroad Company in 1857, and enlarged, revised and reissued by the Florida Town Improvement Company in 1887 and 1901).

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And the **grantor** hereby covenants with said **grantee** that the **grantor** is lawfully seized of said land in fee simple; that the **grantor** has good right and lawful authority to sell and convey said land; that the **grantor** hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to taxes for the current year.

In Witness Whereof, the said **grantor** has signed and sealed these presents the day and year first above written.

Signed, sealed, and delivered in the presence of:

Witness Signature

Laura E. Geiger
Printed Name

4309 Pablo Oaks Ct.
Address

Jacksonville, FL 32224
City. State. Zip

Witness Signature

Justin G. Cerrato
Printed Name

4309 Pablo Oaks Ct.
Address

Jacksonville, FL 32224
City. State. Zip

David L. Jones

Julie W. Jones

STATE OF FLORIDA
COUNTY OF NASSAU

The foregoing instrument acknowledged before me by means of ☑ physical presence or ☐ online notarization. this 11th day of December. 2023. by **David L. Jones and Julie W. Jones**. who is/are ☐ personally known to me or who has/have ☑ produced FL DL as identification.

Notary Public Signature

Justin G. Cerrato
Notary Public Printed Name

JUSTIN G. CERRATO
Commission # HH 382831
Expires August 4, 2027

Prepared by and return to:
Nassau Blue Ocean Title LLC
Justin G. Cerrato, Esq.
2227 Sadler Road
Fernandina Beach, FL, 32034
File No.: NBOT-23-211 #1697.50

Parcel: 00-00-31-1800-0041-0011 & 00-00-31-1800-0041-0012

2311348

General Warranty Deed

Made this 11th day of December, 2023 by, **David L. Jones and Julie W. Jones, a married couple** whose mailing address is 2754 First Avenue "A", Fernandina Beach, Fl, 32034, hereinafter called the grantor, to **Blue Heron BNB LLC, a Florida Limited Liability Company**, whose mailing address is c/o Elizabeth M. Moses at 4710 SR 13 N, Saint Johns, FL 32259, hereinafter called the grantee:

(Whenever used herein the term "**grantor**" and "**grantee**" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

Witnesseth, that the **grantor**, for and in consideration of the sum of Ten Dollars, ($10.00) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the **grantee**, all that certain land situate in Nassau County, Florida, viz:

Lot 1 and the Southerly 33.0 feet of Lot 8, all in Block 41, lying and being in the City of Fernandina Beach (formerly named Fernandina), County of Nassau and State of Florida, and known and described upon and according to the official plat of said city (as lithographed and issued by the Florida Railroad Company in 1857, and enlarged, revised and reissued by the Florida Town Improvement Company in 1887 and 1901).

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And the **grantor** hereby covenants with said **grantee** that the **grantor** is lawfully seized of said land in fee simple; that the **grantor** has good right and lawful authority to sell and convey said land; that the **grantor** hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to taxes for the current year.

In Witness Whereof, the said **grantor** has signed and sealed these presents the day and year first above written.

Signed, sealed, and delivered in the presence of:

Witness Signature

Laura E. Geiger
Printed Name

4309 Pablo Oaks Ct.
Address

Jacksonville, FL 32224
City. State. Zip

David L. Jones

Julie W. Jones

Witness Signature

Justin G. Cerrato
Printed Name

4309 Pablo Oaks Ct.
Address

Jacksonville, FL 32224
City. State. Zip

STATE OF FLORIDA
COUNTY OF NASSAU

The foregoing instrument acknowledged before me by means of ☑ physical presence or ☐ online notarization. this 11th day of December. 2023. by **David L. Jones and Julie W. Jones**. who is/are ☐ personally known to me or who has/have ☑ produced FL DL as identification.

JUSTIN G. CERRATO
Commission # HH 382831
Expires August 4, 2027

Notary Public Signature

Justin G. Cerrato
Notary Public Printed Name

2026 FLORIDA LIMITED LIABILITY COMPANY ANNUAL REPORT

FILED
Apr 30, 2026
Secretary of State
9478553471CC

DOCUMENT# L23000488381

Entity Name: BLUE HERON BNB, LLC

Current Principal Place of Business:

4710 STATE ROAD 13 NORTH
SAINT JOHNS, FL 32259

Current Mailing Address:

4710 STATE ROAD 13 NORTH
SAINT JOHNS, FL 32259

FEI Number: 93-4111882

Certificate of Status Desired: No

Name and Address of Current Registered Agent:

MOSES, MICHAEL N
4710 STATE ROAD 13 NORTH
SAINT JOHNS, FL 32259 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE:

Electronic Signature of Registered Agent — Date

Authorized Person(s) Detail :

Title	MGR	Title	AMBR
Name	MOSES, MICHAEL N	Name	YOUNG, REBECCA M
Address	4710 STATE ROAD 13 NORTH	Address	102 S 7TH STREET
City-State-Zip:	SAINT JOHNS FL 32259	City-State-Zip:	FERNANDINA BEACH FL 32034

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am a managing member or manager of the limited liability company or the receiver or trustee empowered to execute this report as required by Chapter 605, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: MICHAEL N. MOSES MANAGER 04/30/2026

Electronic Signature of Signing Authorized Person(s) Detail — Date







LAP SIDING

SHINGLE SIDING

VERTICAL SIDING

TRIM & SOFFIT

COLORPLUS™
COLLECTION

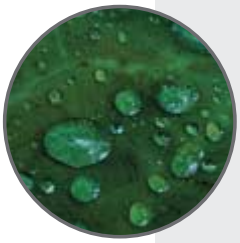
James Hardie®
Siding Products





Resists Damage From Cold, Windy Climates

Holds up against the effects of temperature swings in cold-weather climates. Can be installed to withstand hurricane-force winds.



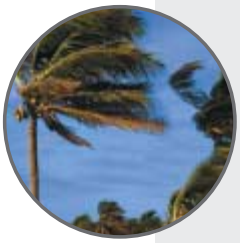
Resists Damage From Wet, Humid Climates

Will not rot or crack even in extremely damp climates.



Resists Flame Spread

Recognized for installation where non-combustible construction is required.



Resists Damage From Flying Debris

Strength and thickness provide impact resistance against hail and flying debris caused by wind or mowers.



Resists Insect Damage

Resists damage from termites and other wood-eating insects.

Hardiplank® Lap Siding



James Hardie® Siding Products



The dimensional stability of James Hardie® siding products prevents paint from chipping and peeling.



Select Cedarmill©



Beaded Cedarmill©

SPECIFICATIONS

Select Cedarmill and Smooth (not shown)

Thickness:	5/16"
Weight:	2.3 lbs./sq.ft.
Length:	12' planks
Widths:	5 1/4" (4" exposure)
	6 1/4" (5" exposure)
	7 1/4" (6" exposure)
	8 1/4" (7" exposure)
	9 1/4" (8" exposure)
	12" (10 3/4" exposure)

Beaded Cedarmill and Beaded Smooth (not shown)

Thickness:	5/16"
Weight:	2.3 lbs./sq.ft.
Length:	12' planks
Width:	8 1/4" (7" exposure)

Hardiplank® lap siding offers enormous advantages over conventional lap siding, combining strength and durability with the beauty and charm of wood.

- Available in a variety of smooth and natural-wood textures.
- Manufactured with exclusive PrimePlus® sealer and primer, which provides uniform sealer and primer coverage and an excellent paint surface.
- 50-year limited transferable product only warranty.



Colonial Roughsawn®

Colonial Roughsawn and Colonial Smooth® (not shown)

Thickness:	5/16"
Weight:	2.3 lbs./sq.ft.
Length:	12' planks
Width:	8" (6 3/4" exposure)



Rustic Cedar©

Rustic Cedar* and Rustic EZ* (not shown)

Thickness:	5/16"
Weight:	2.3 lbs./sq.ft.
Length:	12' planks
Width:	8 1/4" (7" exposure)

* Check with your local representative/dealer for product availability.

Hardishingle® Siding



James Hardie® Siding Products



Straight Edge Notched Panel

The warmth and character of cedar shingles without the maintenance issues.



Individual Shingles

SPECIFICATIONS

Hardishingle® Individual Shingles

(available in pallets only)

Thickness:	1/4"
Weight:	1.9 lbs./sq.ft.
Sizes:	6" height x 18" width
	8" height x 18" width
	12" height x 18" width
Exposure:	Max. 8"



Staggered Edge Panel

Hardishingle Staggered Edge Notched Panel

Hardishingle Straight Edge Notched Panel (shown on facing page)

Thickness:	1/4"
Weight:	1.9 lbs./sq.ft.
Sheet Size:	48" width x 16" height
Exposure:	Max. 7" (Straight-Edge)
	Max. 6" (Staggered-Edge)

Hardishingle® sidings have the same warm, authentic look of cedar shingles, but none of the rotting, cracking and splitting.

- Individual shingles in various widths bring a charming handcrafted look to smaller areas; panels make installation quick in large areas.
- Available in a variety of smooth and natural-wood textures.
- 30-year limited transferable product only warranty on shingles and notched panels.



Half-Round Panel

Hardishingle Half-Round Notched Panel

Thickness:	1/4"
Weight:	1.9 lbs./sq.ft.
Sheet Size:	48" width x 19" height
Exposure:	Max. 7"

Hardipanel® Vertical Siding



James Hardie® Siding Products



Combine Hardipanel® vertical siding with Harditrim® planks for an attractive Board and Batten look.



Cedarmill©

SPECIFICATIONS

Cedarmill

Thickness:	5/16"
Weight:	2.3 lbs./sq.ft.
Sizes:	4' width x 8' height
	4' width x 9' height
	4' width x 10' height

For vertical applications, Hardipanel® vertical siding delivers beauty and lasting performance.

- Structurally sound as a shear panel. Also combine with Harditrim® planks for an attractive board-and-batten look.
- Manufactured with exclusive PrimePlus® sealer and primer, which provides uniform sealer and primer coverage and an excellent paint surface.
- 50-year limited transferable product only warranty.



Sierra 8

Sierra 8

Thickness:	5/16"
Weight:	2.3 lbs./sq.ft.
Sizes:	4' width x 8' height
	4' width x 9' height
	4' width x 10' height



Stucco

Stucco and Smooth Panels (not shown)

Thickness:	5/16"
Weight:	2.3 lbs./sq.ft.
Sizes:	4' width x 8' height
	4' width x 9' height
	4' width x 10' height

PrimePlus® Sealer and Primer

PrimePlus sealer and primer affords complete primer coverage and a uniform surface for field-applied finishes. The primer is compatible with most commercially available acrylic, latex and oil-based topcoats, and James Hardie® can provide a list of manufactures recommended topcoats that work particularly well with the primer.

Harditrim® *Planks*

Our trim products adds the finishing touch to a beautiful, lasting James Hardie® home. They provide unmatched durability in corners, columns, windows, rakes and frieze. Harditrim® planks are pre-primed with the PrimePlus® sealer and primer.

SPECIFICATIONS

7/16" Trim
Select Cedarmill and Smooth Textures (not shown)

Thickness:	7/16"
Weight:	3.0 lbs./sq.ft.
Length:	12' planks
Nominal Widths (Actual):	
4" (3 1/2")	6" (5 1/2")
8" (7 1/2")	12" (11 1/2")

XLD Trim
Smooth Texture*

Thickness:	5/4 (1" Actual)
Weight:	4.45 lbs./sq.ft.
Length:	10' planks
Nominal Widths (Actual):	
4" (3 1/2")	6" (5 1/2")
8" (7 1/4")	12" (11 1/4")

HLD Trim
Rustic Grain and Smooth Texture (not shown)

Thickness:	4/4 (3/4" Actual)
Weight:	3.8 lbs./sq.ft.
Length:	12' planks
Nominal Widths (Actual):	
4" (3 1/2")	6" (5 1/2")
8" (7 1/4")	12" (11 1/4")



7/16" Select Cedarmill©



XLD™ Smooth (5/4")



HLD™ Rustic Grain© (4/4")



With Harditrim planks, you get superior weatherability and durability to eliminate the problems associated with wood trim. Comes pre-primed with PrimePlus sealer and primer.

Hardisoffit® *Panels*

James Hardie's pre-cut soffit products eliminate the need for separate box or strip vents and minimize the need for cutting. Hardisoffit® panels are available vented or non-vented, in a range of pre-cut sizes. All styles of Hardisoffit panels are pre-primed with the PrimePlus sealer and primer.

SPECIFICATIONS

Non-Vented Soffit
Select Cedarmill and Smooth Soffit Panels (not shown)

Thickness:	1/4"
Weight:	1.9 lbs./sq.ft.
Sizes:	12" x 12', 16" x 12'
	24" x 8', 48" x 8'

Vented Soffit
Select Cedarmill and Smooth Soffit Panels (not shown)

Thickness:	1/4"
Weight:	1.8 lbs./sq.ft.
Sizes:	12" x 12', 16" x 12',
	24" x 8'

* Check with your local representative/dealer for product availability.



Non-Vented Soffit Panel



Vented Soffit Panel



Add beautiful and functional finishing touches to your homes with James Hardie trim, fascia and soffit products.

The ColorPlus™ Collection

by JAMES HARDIE®


Arctic White


Navajo White

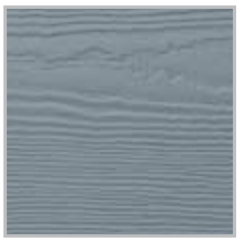

Khaki Brown

The ColorPlus™ Collection offers the beauty and durability of James Hardie's siding products finished in a wide range of designer colors. Its mar-resistant surface resists scratches, and with its baked-on color process, won't peel, chip or crack. With a proprietary finishing process that assures the color stays fast, the ColorPlus Collection comes with a 15-year finish warranty. The ColorPlus Collection is available on specific lap siding, shingles, trim, fascia and soffit products.


Colonial Gray


Monterey Gray


Sky Gray


Slate Blue


Redwood

Accessories

The ColorPlus Collection is available with a full line of matching accessories including nails, caulk, touch-up paint and metal accessories.

PRODUCTS AVAILABLE IN THE COLORPLUS COLLECTION

Hardiplank® Lap Siding

Texture:	Select Cedarmill©
Thickness:	5/16"
Weight:	2.3 lbs./sq.ft.
Length:	12' planks
Widths:	6 1/4" (5" exposure)
	8 1/4" (7" exposure)
Colors:	All colors shown

Hardishingle® Siding

Profile:	Straight Edge Notched Panel
Thickness:	1/4"
Weight:	1.9 lbs./sq.ft.
Sheet Size:	48" width x 16" height
Exposure:	Max. 7" (Straight-Edge)
Colors:	All colors shown

Harditrim® Planks

7/16 Trim

Texture:	Select Cedarmill
Thickness:	7/16"
Weight:	3.0 lbs./sq.ft.
Length:	12' planks
Nominal Widths (Actual):	
4" (3 1/2")	6" (5 1/2")
8" (7 1/2")	12" (11 1/2")
Colors:	Arctic White

XLD™ Trim

Texture:	Smooth
Thickness:	5/4 (1")
Weight:	4.45 lbs./sq.ft.
Length:	10' planks
Nominal Widths (Actual):	
4" (3 1/2")	6" (5 1/2")
8" (7 1/4")	12" (11 1/4")
Colors:	Arctic White

Hardisoffit® Panels

Non-Vented Soffit Panels

Texture:	Select Cedarmill
Thickness:	1/4"
Weight:	1.9 lbs./sq.ft.
Sizes:	12" x 12', 16" x 12'
Colors:	Arctic White

Vented Soffit Panels

Texture:	Select Cedarmill
Thickness:	1/4"
Weight:	1.8 lbs./sq.ft.
Sizes:	12" x 12', 16" x 12'
Colors:	Arctic White

PRODUCT SPECIFICATIONS

BASIC COMPOSITION/SIZE

Portland cement, ground sand, cellulose fiber, select additives and water. James Hardie® siding products contain no asbestos, glass fibers or formaldehyde.

APPROVALS

Hardiplank® lap siding, Hardipanel® vertical siding, Hardisoffit® panels and Hardishingle® siding are recognized as exterior claddings in National Evaluation Service (NES), Inc., Report No. NER-405; City of Los Angeles, Research Report No. 24862; Texas Department of Insurance Product Evaluation EC23, United States Department of Housing and Urban Development, Materials Release 1263c; California DSA Product Acceptance Number PA-019; and City of New York MEA No. 223-93-M. Hardiplank lap siding and Hardishingle cladding shingles are recognized as exterior cladding in CCMC Evaluation Report 12678-R. These documents must also be consulted for additional information concerning the suitability of this product for specific applications.

DURABILITY

James Hardie siding products are dimensionally stable and most have a limited, transferable warranty for 50 years to resist cracking, rotting and delamination. James Hardie fiber-cement products resist damage caused by extended exposure to moisture, humidity, and salt air.

FLEXURAL STRENGTH

James Hardie siding and soffit products comply with ASTM C1186, Standard Specification for Grade II, Type A, Non-Asbestos Fiber-Cement Flat Sheets.

NON-COMBUSTIBILITY

Hardiplank, Hardipanel, Hardishingle and Hardisoffit weatherboard products have been evaluated in accordance with ASTM Method E-136 and evaluated for compliance with (CAN/ULC-S114) and may be installed where non-combustible construction is required.

SURFACE BURNING CHARACTERISTICS

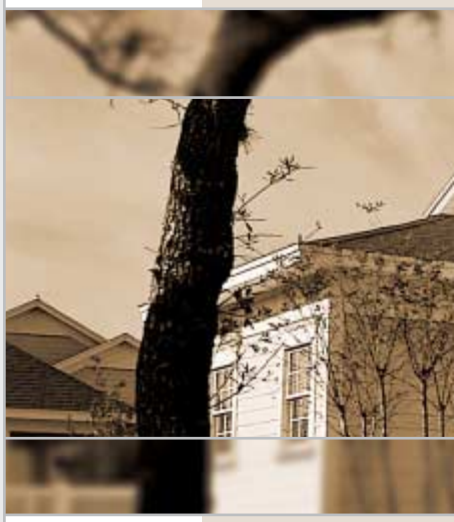
When tested in accordance with ASTM test method E-84 and evaluated for compliance with (CAN/ULC-S102), the product is recognized to have the following properties:

Flame Spread	0	(<5)
Fuel Contribution	0	
Smoke Developed	5	(≤10)

THERMAL RESISTANCE

(Approximate values)

5/16" thick:	R=0.15
1/4" thick:	R=0.13



Full specifications conforming to CSI guidelines can be downloaded from www.jameshardie.com or received via fax from Fax-on-Demand 1-800-9HARDIE, document #2170.

Please call 1-800-9HARDIE for installation instructions and safe handling information.

James Hardie®
Siding Products

1-866-4HARDIE (866-442-7343)
www.jameshardie.com
26300 La Alameda, Suite 250
Mission Viejo, CA 92691

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JH90016TBSO 3/04

CITY OF FERNANDINA BEACH
BUILDING DEPARTMENT
BUILDING PERMIT REPRINT B006080

Permit Information

Permit Number	Permit Type	Class of Work	Proposed Use
B006080	GEN BLDG PERMIT - RES		
Square Feet	**Property Value**	**Improved Cost**	**Date Issued**
0	0.00	21574.00	07-18-1990

Location Information

Parcel	Property Address	Subdiv
	102 S. 7TH STREET	

Township	Range	Book	Lot	Block	section

Owner Information

Owner Name	Owner Address	Phone
BRUCE, V		

Work Description

VINYL SIDING

Contractors

Application Fees

Total Fees:	Total Payments:	Last Payment Date

Inspections Required

No inspection information found for this permit.

Inspections Made

No inspection information found for this permit.

City of Fernandina Beach
204 Ash Street, Fernandina Beach, Florida 32034

Permit

Permit NO. **BLDC-2025-0143**
Permit Type: **General Building - Commercial**
Work Classification: **Repair/Replace/Remodel**
Permit Status: **Issued**

Issue Date: 06/10/2025

Expiration: 12/08/2025

Location Address

102 S 7TH ST, FERNANDINA BEACH, FL 32034

Parcel Number

00-00-31-1800-0041-0011

Contacts

Blue Heron Inn — **Owner**
102 S 7TH ST, Fernandina Beach, FL 32034
(904)445-9034 mmoses@michaelsongroup.com

Gary McCollum — **Applicant**
201 Box Hall Court Box Hall, Saint Johns, FL 32259
(904)521-6959 g.brad.mccollum@gmail.com

Gary McCollum — **Contractor**
201 Box Hall Court Box Hall, Saint Johns, FL 32259
(904)521-6959 g.brad.mccollum@gmail.com

Description: Replace exterior deck boards on Building 1 only - Building 2 will require a separate permit. Decking and rail will be replaced in kind.

Valuation: **$9,000.00**

Total Sq Feet: **450.00**

Inspection Requests:
Building 904-310-3135
Zoning 904-310-3480

Fees	Amount
Administrative Fee -Commercial(non refundable)	$50.00
Building Dept Permit Fee	$67.50
COA - Staff Residential Fee	$25.00
DBPR Surcharge	$2.00
DCA Surcharge	$2.00
Planning/Zoning Review (large scale)	$250.00
Total:	**$396.50**

Payments	Amt Paid
Total Fees	**$396.50**
Check # Dvlc1E33t5kL	$396.50
Amount Due:	**$0.00**

Available Inspections:	
Inspection Type	
NOTICE OF COMMENCEMENT	
HISTORIC DISTRICT FINAL (VIRTUAL W/PICTURES)	
BUILDING FINAL	

PERMIT VOID SIX MONTHS AFTER DATE OF ISSUE WITHOUT A PASSED INSPECTION. ALL PERMITS SUBJECT TO INSPECTION. INSPECTIONS MUST BE MADE BEFORE PROCEEDING WITH SUBSEQUENT WORK.

WARNING TO OWNER: "YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOU PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT."

NOTICE: IN ADDITION TO THE REQUIREMENTS OF THIS PERMIT, THERE MAY BE ADDITIONAL RESTRICTIONS APPLICABLE TO THIS PROPERTY THAT MAY BE FOUND IN THE PUBLICE RECORDS OF THE COUNTY, AND THERE MAY BE ADDITIONAL PERMITS REQUIRED FROM THE OTHER GOVERNMENTAL ENTITIES, SUCH AS WATER MANAGEMENT DISTRICTS, STATE AGENCIES, OR FEDERAL AGENCIES.

THE APPROVED PLANS AND THIS PERMIT MUST BE POST IN THE DOCUMENT BOX OR AN OTHERWISE CONSPICUOUS PLACE FOR INSPECTION. (See Chapter 1 Building Code)

CERTIFICATE OF APPROVAL

HISTORIC DISTRICT COUNCIL
CITY OF FERNANDINA BEACH
204 ASH STREET
FERNANDINA BEACH, FLORIDA 32034
904-310-3135 • www.fbfl.us/historicdistrict

THIS DOCUMENT MUST BE POSTED AT ALL TIMES UNTIL PROJECT IS COMPLETED.

ISSUED TO:

David L. Jones
c/o RoofCrafters Roofing LLC
102 S. 7th Street
Fernandina Beach, FL
32034

FOR: HDC SA 2018-23

Reroof with Tri-Country 26 Gauge maxi-rib metal roof, Silver.

DATE ISSUED:
April 12, 2018

DATE EXPIRES:
April 12, 2019

Salvatore J. Cumella,
Historic Preservation Planner
On Behalf of the Historic District Council

Please be advised it is the owner and/or agent's responsibility to notify staff of any potential changes from the approved COA that arise and obtain approval prior to commencing the changes.

CERTIFICATE OF APPROVAL (COA) HDCSA2024-0009
FOR CITY OF FERNANDINA BEACH

Plan Type:	HDC - Staff Review	**Project:**		**App Date:**	01/31/2024
Work Class:	HDC Staff Review	**District:**	Default	**Exp Date:**	03/01/2024
Status:	Approved	**Square Feet:**	0.00	**Completed:**	02/06/2024
Valuation:	$0.00	**Assigned To:**	Salvatore Cumella	**Approval Expire Date:**	02/05/2025

Description: Certificate of Approval (COA) to re-roof from architectural shingles to metal, to match existing

Parcel: 00-00-31-1800-0041-0011 Main	**Address:** 102 S 7Th St Main Fernandina Beach, FL 32034	**Zone:** C-3(Central Business District)

Applicant
Amelia Island Roofing, Inc
William K Riggan Jr
3978 FIRST AVE
FERNANDINA BEACH, FL 32034
Business: 9043105574

Contractor
William K Riggan
3978 1st AVE
Fernandina, FL 32034
Business: 9043105574

Owner
BLUE HERON BNB LLC C/O
ELIZABETH M MOSES
4710 SR 13 N
ST. JOHNS, FL 32259

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00030942	COA - Staff Residential Fee	$25.00	$25.00
	Total for Invoice INV-00030942	$25.00	$25.00
	Grand Total for Plan	**$25.00**	**$25.00**

CERTIFICATE OF APPROVAL (COA) HDCSA2024-0016
FOR CITY OF FERNANDINA BEACH

Plan Type:	HDC - Staff Review	**Project:**		**App Date:**	03/19/2024
Work Class:	HDC Staff Review	**District:**	Default	**Exp Date:**	04/18/2024
Status:	Approved	**Square Feet:**	0.00	**Completed:**	03/22/2024
Valuation:	$0.00	**Assigned To:**	Salvatore Cumella	**Approval Expire Date:**	03/24/2025

Description: Certificate of Approval (COA) to replace and repaint ramp + railing in rear, board for board.

Parcel: 00-00-31-1800-0041-0011 Main	**Address:** 102 S 7Th St Main Fernandina Beach, FL 32034	**Zone:** C-3(Central Business District)

Contractor	Applicant	Owner
Oliver F Tilton 1333 MANUCY FERNANDINA BEACH, FL 32034 Business: 7062964602	Oliver F Tilton 1333 MANUCY FERNANDINA BEACH, FL 32034 Business: 7062964602	BLUE HERON BNB LLC C/O ELIZABETH M MOSES 4710 SR 13 N ST. JOHNS, FL 32259

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00031483	COA - Staff Residential Fee	$25.00	$25.00
	Total for Invoice INV-00031483	$25.00	$25.00
	Grand Total for Plan	**$25.00**	**$25.00**

MUST BE POSTED IN A CONSPICUOUS PLACE

City of Fernandina Beach
204 Ash Street, Fernandina Beach, Florida 32034

Permit

Permit NO. **ZON-000254-2025**
Permit Type: **Zoning Permit**
Work Classification: **Fence (non-structural)**
Permit Status: **Issued**

Issue Date: 03/03/2025
Expiration: 09/02/2025

Location Address
102 S 7TH ST, FERNANDINA BEACH, FL 32034

Parcel Number
00-00-31-1800-0041-0011

Contacts

Blue Heron Inn — **Owner**
102 S 7TH ST, Fernandina Beach, FL 32034
(904)445-9034 mmoses@michaelsongroup.com

Brett Bessent — **Owner**
2340 Jones Rd, Jacksonville, FL 32220
(904)303-8510 brett@cowfordfenceco.com

Brett Bessent — **Applicant**
2340 Jones Rd, Jacksonville, FL 32220
(904)303-8510 brett@cowfordfenceco.com

Description: Removal of Existing 6ft tall wood Fence and Replacing with same 6ft wood Fence

Valuation: $15,000.00
Total Sq Feet: 375.00

Inspection Requests:
Building 904-310-3135
Zoning 904-310-3480

Fees	Amount
COA - Staff Residential Fee	$25.00
Zoning Review Fee - Fence + Concrete Pad	$50.00
Total:	**$75.00**

Payments	Amt Paid
Total Fees	**$75.00**
Check # rG6TwMhakdr3	$75.00
Amount Due:	**$0.00**

Available Inspections:	
Inspection Type	
HISTORIC DISTRICT FINAL (VIRTUAL W/PICTURES)	
FINAL PLANNING/ZONING (VIRTUAL W/PICTURES)	

PERMIT VOID SIX MONTHS AFTER DATE OF ISSUE WITHOUT A PASSED INSPECTION. ALL PERMITS SUBJECT TO INSPECTION. INSPECTIONS MUST BE MADE BEFORE PROCEEDING WITH SUBSEQUENT WORK.

WARNING TO OWNER: "YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOU PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT."

NOTICE: IN ADDITION TO THE REQUIREMENTS OF THIS PERMIT, THERE MAY BE ADDITIONAL RESTRICTIONS APPLICABLE TO THIS PROPERTY THAT MAY BE FOUND IN THE PUBLICE RECORDS OF THE COUNTY, AND THERE MAY BE ADDITIONAL PERMITS REQUIRED FROM THE OTHER GOVERNMENTAL ENTITIES, SUCH AS WATER MANAGEMENT DISTRICTS, STATE AGENCIES, OR FEDERAL AGENCIES.

THE APPROVED PLANS AND THIS PERMIT MUST BE POST IN THE DOCUMENT BOX OR AN OTHERWISE CONSPICUOUS PLACE FOR INSPECTION. (See Chapter 1 Building Code)

Outlook

RE: Historical Approval 102 S 7th Street

From Mike Moses <mmoses@michaelsongroup.com>
Date Mon 5/4/2026 10:56 AM
To Mia Sadler <msadler@fbfl.city>
Cc Mackennah Tarmey <MTarmey@fbfl.city>; Sylvie McCann <smccann@fbfl.org>; Oriola Lukaj <oriola@1stfla.com>

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Oriola please get on top of this. The house next to my house has new hardi siding and I do not understand what this is such a long process. I am trying to improve the asset and do it properly with the permits.

Mike Moses
Chairman and Chief Executive Officer
Michaelson Real Estate Group, LLC
CPM with The Institute of Real Estate Management

904-880-0000 | 904-880-0888
mmoses@michaelsongroup.com
www.MichaelsonGroup.com
4710 State Road 13 North
St. Johns, Florida 32259

From: Mia Sadler <msadler@fbfl.city>
Sent: Monday, May 4, 2026 10:53 AM
To: Mike Moses <mmoses@michaelsongroup.com>

Cc: Mackennah Tarmey <MTarmey@fbfl.city>; Sylvie McCann <smccann@fbfl.org>; Oriola Lukaj <oriola@1stfla.com>
Subject: Re: Historical Approval 102 S 7th Street

Good morning, Mr. Moses,

Thank you. The form is a required material for the Historic District Council hearing on May 21st. Please plan to attend or be represented by your agent. I will prepare a staff report that is published with the agenda a week ahead of the meeting. Based on the hearing, the project will gain a COA (Certificate of Approval), be approved with conditions, or be denied.

Candidly, I will not be able to recommend approval based on the current application materials. We are missing specifcally: a **thorough review and documentation of the existing siding including photos from multiple areas of the building**. What lies beneath the siding? The board will not allow for the replacement of original wood siding if it still remains on the building, nor will they approve an application that does not include a comprehensive review of the existing conditions. Please bring in samples of the siding that is proposed and details regarding the thickens of the siding, the reveal, and the edge.

If the project is approved, the next step would be to apply for a building permit and attach the COA.

Please reach out if you have any questions.

Thank you,
Mia

Mia Sadler
Planner II
City of Fernandina Beach
204 Ash Street
Fernandina Beach, Florida 32034
(904) 310-3488 | msadler@fbfl.city
www.fbfl.us

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From: Mike Moses <mmoses@michaelsongroup.com>
Sent: Friday, May 1, 2026 4:00 PM

To: Mia Sadler <msadler@fbfl.city>
Cc: Mackennah Tarmey <MTarmey@fbfl.city>; Sylvie McCann <smccann@fbfl.org>; Oriola Lukaj <oriola@1stfla.com>
Subject: RE: Historical Approval 102 S 7th Street

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender, were expecting this email, and know the content is safe.

As requested. How soon will we have the permit?

Mike Moses
Chairman and Chief Executive Officer
Michaelson Real Estate Group, LLC
CPM with The Institute of Real Estate Management

904-880-0000 | 904-880-0888

mmoses@michaelsongroup.com

www.MichaelsonGroup.com

4710 State Road 13 North

St. Johns, Florida 32259

From: Mia Sadler <msadler@fbfl.city>
Sent: Friday, May 1, 2026 10:18 AM
To: Mike Moses <mmoses@michaelsongroup.com>
Cc: Mackennah Tarmey <MTarmey@fbfl.city>; Sylvie McCann <smccann@fbfl.org>
Subject: Fw: Historical Approval 102 S 7th Street

Good morning,

I am currently working on my staff report for this case and I saw this email listed as a contact. I wanted to make you aware of the information in the emails below.

I have attached one of the necessary application materials, the owners agent authorization form.

Please let me know if you have any questions.

Thanks,

Mia

Mia Sadler

Planner II

City of Fernandina Beach

204 Ash Street

Fernandina Beach, Florida 32034

(904) 310-3488 | msadler@fbfl.city

www.fbfl.us

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From: Mia Sadler <msadler@fbfl.city>
Sent: Friday, May 1, 2026 10:13 AM
To: Alma Tihic <alma@1stflroof.com>
Cc: Margaret Pearson <mpearson@fbfl.city>; Oriola Lukaj <oriola@1stfla.com>; Mackennah Tarmey <MTarmey@fbfl.city>; Sylvie McCann <smccann@fbfl.org>
Subject: Re: Historical Approval 102 S 7th Street

Good morning, Ms. Tihic,

I am following up on the message below. Can you please confirm receipt of the email and provide the owner's authorization form?

Thank you,

Mia

From: Mia Sadler <msadler@fbfl.city>
Sent: Tuesday, April 21, 2026 4:30 PM
To: Alma Tihic <alma@1stflroof.com>
Cc: Margaret Pearson <mpearson@fbfl.city>; Oriola Lukaj <oriola@1stfla.com>; Mackennah Tarmey <MTarmey@fbfl.city>; Sylvie McCann <smccann@fbfl.org>
Subject: Re: Historical Approval 102 S 7th Street

Good afternoon, Ms. Tihic,

Based on your application materials (I have attached everything we have for this application so far), we need more information.

Can you fill out and provide our office with the owner's authorization form I have attached to this email?

We will also **need a thorough review and documentation of the existing siding including photos from multiple areas of the building**. What lies beneath the siding? The board will not allow for the replacement of original wood siding if it still remains on the building, nor will they approve an application that does not include a comprehensive review of the existing conditions. Please bring in samples of the siding that is proposed and details regarding the thickens of the siding, the reveal, and the edge. The more detail you can provide, the better. The applicant should be present at the meeting to answer questions about the case.

Additionally, you can watch the HDC meeting from May 16, 2024 in which a similar application was made and continued. I was not aware of this previous case until this week, as the case was presented before I started with the city. I highly advise you and your team view the meeting through this link. The time stamp is around 25 minutes into the meeting: May 16, 2024 Historic District Council - Fernandina Beach, FL. I would anticipate that you will receive the same questions as what was asked during this meeting.

I am happy to add any additional information you would like to add ahead of the meeting; however, my agenda and report is due by May 14th.

HDC meetings can last anywhere between 1-3 hours and begin at 5pm in the City Commission Chambers in City Hall.

Please let me know if you have any questions.

Thank you,

Mia

From: Alma Tihic <alma@1stflroof.com>
Sent: Tuesday, April 21, 2026 9:15 AM
To: Mackennah Tarmey <MTarmey@fbfl.city>; Mia Sadler <msadler@fbfl.city>
Cc: Margaret Pearson <mpearson@fbfl.city>; Oriola Lukaj <oriola@1stfla.com>
Subject: RE: Historical Approval 102 S 7th Street

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Good Morning,

I had a few quick questions about the board meeting—who should plan to attend, what materials we should bring, and how long these meetings usually last?

Thank you,

Alma Tihic

Permit Tech

9651 Hood Road Suite 4 Jacksonville, FL 32257

Office (904)222-7366 Cell (904)434-4242

Email Alma@1stflroof.com

Licenses CCC1327776 & CBC1254813

From: Alma Tihic
Sent: Friday, April 10, 2026 10:30 AM
To: Mackennah Tarmey <MTarmey@fbfl.city>; Mia Sadler <msadler@fbfl.city>
Cc: Margaret Pearson <mpearson@fbfl.city>
Subject: RE: Historical Approval 102 S 7th Street

Thank you very much for the update.

Thank you,

Alma Tihic

Permit Tech

9651 Hood Road Suite 4 Jacksonville, FL 32257

Office (904)222-7366 Cell (904)434-4242

Email Alma@1stflroof.com

Licenses CCC1327776 & CBC1254813

From: Mackennah Tarmey <MTarmey@fbfl.city>
Sent: Friday, April 10, 2026 10:28 AM
To: Alma Tihic <alma@1stflroof.com>; Mia Sadler <msadler@fbfl.city>

Cc: Margaret Pearson <mpearson@fbfl.city>
Subject: RE: Historical Approval 102 S 7th Street

Alma,

Oriola Lukaj has submitted an application and payment for the required Historic District Council review for a Conceptual Certificate of Approval. Based on the scope of work initially provided, a board hearing is required per our standards.

The hearing is scheduled for May 21 at 5:00 PM.

If you have any questions, please feel free to reach out.

Thank you,

Mackennah Tarmey

Planning Technician

City of Fernandina Beach

204 Ash Street

Fernandina Beach, Florida 32034

(904) 310-3480 | MTarmey@fbfl.city

www.fbfl.us

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From: Alma Tihic <alma@1stflroof.com>
Sent: Friday, April 10, 2026 10:03 AM
To: Mia Sadler <msadler@fbfl.city>
Cc: Mackennah Tarmey <MTarmey@fbfl.city>; Margaret Pearson <mpearson@fbfl.city>
Subject: RE: Historical Approval 102 S 7th Street

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Good Morning,

I just wanted an update on the COA that I've submitted, we only a received an email that was submitted no updates to it yet.

Thank you,

Alma Tihic

Permit Tech

9651 Hood Road Suite 4 Jacksonville, FL 32257

Office (904)222-7366 Cell (904)434-4242

Email Alma@1stflroof.com

Licenses CCC1327776 & CBC1254813

From: Mia Sadler <msadler@fbfl.city>
Sent: Tuesday, January 27, 2026 10:31 AM
To: Alma Tihic <alma@1stflroof.com>
Cc: Mackennah Tarmey <MTarmey@fbfl.city>; Margaret Pearson <mpearson@fbfl.city>
Subject: Re: Historical Approval 102 S 7th Street

Hi Alma,

Thank you for providing this additional information. Since this is a contributing structure to the historic district and the proposed material is not histroic, this request will have to be reviewed by the HDC at their monthly meeting to acquire a Certificate of Approval (COA). The application for this review is located on our website through this link: Form Center • Historic District Council (HDC) Certificate of.

Here is a list of required application materials. Please provide as much information as possible.

- A complete/ signed application;
- [ ]Proof of Ownership (copy of deed or tax statement);
- [ ]Scaled site plan of the proposed work, including lot dimensions, setbacks, finished floor elevations, and any changes as a result of proposed building footprints;
- [ ]Scaled elevations & plans*;
- [ ]Photographs of the existing site and existing buildings if any, including views from the street;
- [ ]

  Product/material details and specifications, including brochures or printouts, for any proposed material as applicable and not limited to: doors, windows, roofing, exterior fabric, fascia/trim, shutters, fencing, sidewalk/driveway, landscaping, foundation, porch/deck, sheds, and proposed colors for ALL surfaces to be painted/stained/treated;
- Any additional backup materials, as necessary;
- [ ]If applying as an agent, Owner's Authorization for Agent Representation form must be signed/ notarized and submitted as part of the application;

Please let me know if you have any questions.

Mia

Mia Sadler

Planner II

City of Fernandina Beach

204 Ash Street

Fernandina Beach, Florida 32034

(904) 310-3488 | msadler@fbfl.city

www.fbfl.us

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From: Alma Tihic <alma@1stflroof.com>
Sent: Tuesday, January 27, 2026 9:23 AM
To: Mia Sadler <msadler@fbfl.city>
Cc: Mackennah Tarmey <MTarmey@fbfl.city>
Subject: RE: Historical Approval 102 S 7th Street

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Good Morning Mia,

Sorry for the late response I had to do some digging on this project so currently what is on this bed & breakfast property is Vinyl siding, what is underneath is the historical wood. Please see attached the photos for better understanding. I am assuming we take off the Vinyl siding and replace it with Hardie Board on top of the historical wood.

Thank you,

Alma Tihic

Permit Tech

9651 Hood Road Suite 4 Jacksonville, FL 32257

Office (904)222-7366 Cell (904)434-4242

Email Alma@1stflroof.com

Licenses CCC1327776 & CBC1254813



From: Mia Sadler <msadler@fbfl.city>
Sent: Monday, January 26, 2026 11:12 AM
To: Alma Tihic <alma@1stflroof.com>
Cc: Mackennah Tarmey <MTarmey@fbfl.city>
Subject: Re: Historical Approval 102 S 7th Street

Good morning,

Thank you for following up.

Often vinyl siding is placed over original wood siding, so please conduct some investigation as to what underneath is. Please conduct a siding report with photos documenting the condition of the siding under the vinyl that includes proposed solutions. Overall photos showing the full facade, as well as detail photos demonstrating the problem areas (if any) would be appropriate. Once I have this information we can work together to determine the best course of action.

This additional information is requested because Hardie Board is not a historic material. If the proposal is altered to be wood, it would more easily be approved by staff.

Thank you, please let me know if you want to discuss this.

Mia

Mia Sadler

Planner II

City of Fernandina Beach

204 Ash Street

Fernandina Beach, Florida 32034

(904) 310-3488 | msadler@fbfl.city

www.fbfl.us

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From: Alma Tihic <alma@1stflroof.com>
Sent: Monday, January 26, 2026 9:19 AM
To: Planning Info <planninginfo@fbfl.org>; Mia Sadler <msadler@fbfl.city>
Subject: Historical Approval 102 S 7th Street

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Good Morning,

I am just following up on how to proceed with an historical approval replacing siding on this property at 102 S 7th Street. I was told it can get staff approval, I just need to know how to proceed; what forms and documents is needed for this approval.

Thank you,

Alma Tihic

Permit Tech

9651 Hood Road Suite 4 Jacksonville, FL 32257

Office (904)222-7366 Cell (904)434-4242

Email Alma@1stflroof.com

Licenses CCC1327776 & CBC1254813


1ST
IMPRESSIONS
CONTRACTORS
INC.
ROOFING • PLUMBING • HVAC • RENOVATIONS

HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2026-0011
MAY 21, 2026

Owner/Applicant:	Dennis Greaves 3 S Design Studio, agent for Marie Pullan
Property Address:	803 White Street
Parcel ID #	00-00-31-1580-0005-0080
Current zoning:	OT-1
FLUM land use category:	High Density Residential
Existing uses on the site:	Vacant
FL Master Site File #	N/A
Year Built:	N/A
Contributing Status:	N/A
Requested actions:	CONCEPTUAL Certificate of Approval (COA) to construct a new 2-story single-family residence and a 2-story detached accessory structure.

All required application materials have been received. All fees have been paid. All required notices have been made.

803 White St



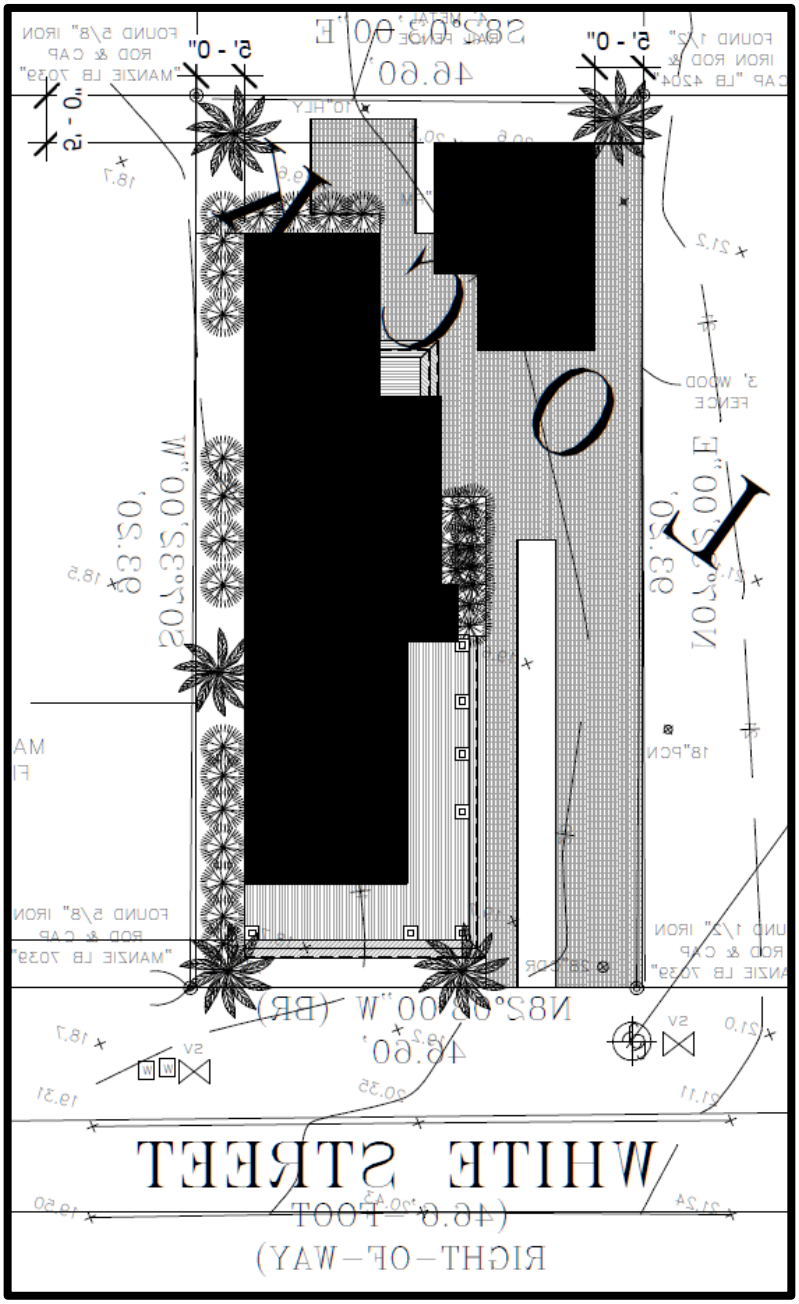
Design Vision Statement:

"Coastal design home to meet requirements in Old Town"- HDC application

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

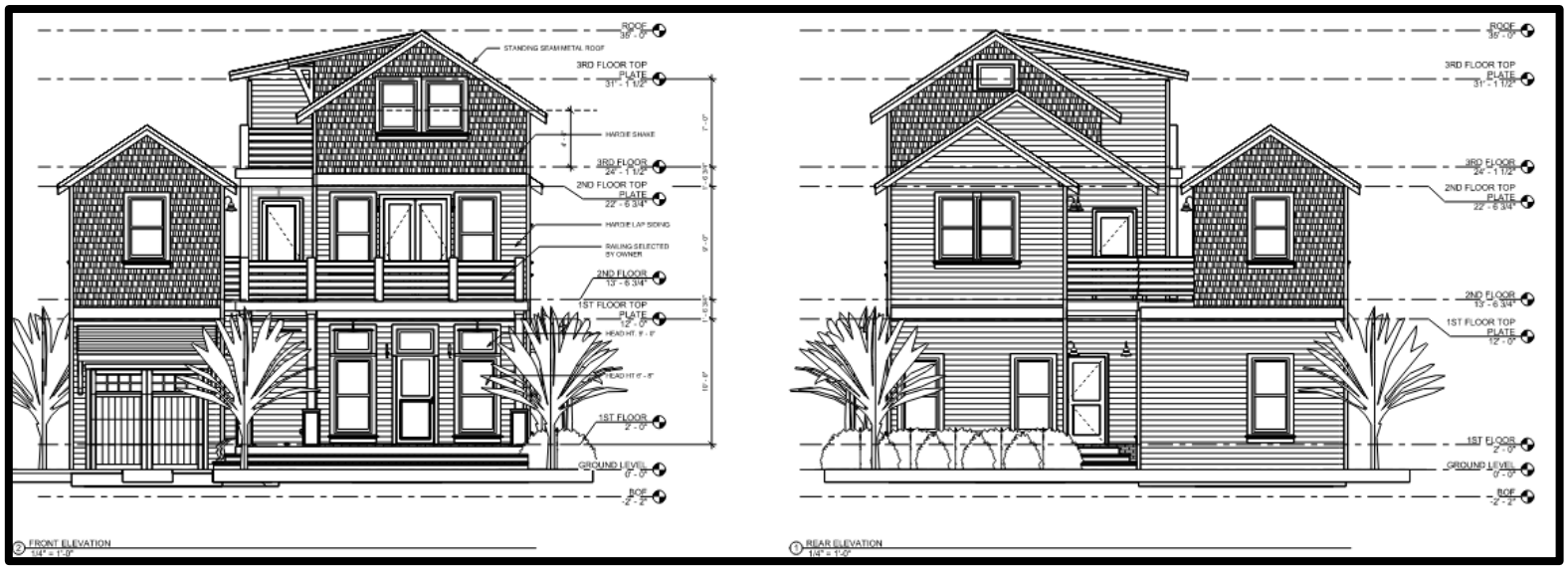
The applicant is seeking **final** approval to construct a new single-family home and a detached accessory structure (ADU) garage on a single peonia lot on a mid-block lot along White Street in Old Town. This design meets the criteria of the Old Town Preservation and Development Guidelines besides: the height of the accessory structure is 27' 2" which is not compliant with the LDC and the Old Town Preservation and Development Guidelines. **The applicant has assured, as of 5/14/26, that the plans will be changed to reflect the appropriate height for 25' at the time of the meeting.**

Site Plan:



Elevations:


ROOF
35' - 0"
STANDING SEAM METAL ROOF
3RD FLOOR TOP PLATE
31' - 1 1/2"
PYPON OR EQUAL BRACKETS
HARDIE SHAKE
3RD FLOOR
24' - 1 1/2"
2ND FLOOR TOP PLATE
22' - 6 3/4"
SCREEN
HEAD HT. 8' 0"
HARDIE LAP SIDING
RAILING TBD IN FIELD
PT 6X6 POST WITH HARDIE WRAP
2ND FLOOR
13' - 6 3/4"
1ST FLOOR TOP PLATE
12' - 0"
HEAD HT. 9' - 0"
PT6X6 POST WITH HARDIE WRAP
HEAD HT. 9' - 6"
1ST FLOOR
2' - 0"
GROUND LEVEL
0' - 0"
1 LEFT ELEVATION
1/4" = 1'-0"
ROOF
35' - 0"
3RD FLOOR TOP PLATE
31' - 1 1/2"
3RD FLOOR
24' - 1 1/2"
2ND FLOOR TOP PLATE
22' - 6 3/4"
2ND FLOOR
13' - 6 3/4"
1ST FLOOR TOP PLATE
12' - 0"
1ST FLOOR
2' - 0"
GROUND LEVEL
0' - 0"
BOF
-2' - 2"


ROOF
35' - 0"
STANDING SEAM METAL ROOF
3RD FLOOR TOP PLATE
31' - 1 1/2"
HARDIE SHAKE
3RD FLOOR
24' - 1 1/2"
2ND FLOOR TOP PLATE
22' - 6 3/4"
HARDIE LAP SIDING
RAILING SELECTED BY OWNER
2ND FLOOR
13' - 6 3/4"
1ST FLOOR TOP PLATE
12' - 0"
HEAD HT. 9' - 0"
HEAD HT 8' - 8"
1ST FLOOR
2' - 0"
GROUND LEVEL
0' - 0"
BOF
-2' - 2"
2 FRONT ELEVATION
1/4" = 1'-0"
ROOF
35' - 0"
3RD FLOOR TOP PLATE
31' - 1 1/2"
3RD FLOOR
24' - 1 1/2"
2ND FLOOR TOP PLATE
22' - 6 3/4"
2ND FLOOR
13' - 6 3/4"
1ST FLOOR TOP PLATE
12' - 0"
1ST FLOOR
2' - 0"
GROUND LEVEL
0' - 0"
BOF
-2' - 2"
1 REAR ELEVATION
1/4" = 1'-0"

Rendering:



APPLICABLE GUIDELINES:

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE
CITY OF FERNANDINA BEACH OLD TOWN PRESERVATION AND DEVELOPMENT GUIDELINES
SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

1. **A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**
   Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
2. **The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.**
   Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
3. **Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.**
   Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
4. **Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.**
   Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
5. **Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.**
   Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
6. **Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.**
   Findings: Complies ☐ Does not Comply ☐ N/A ☒
7. **Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.**

Findings: Complies ☐ Does not Comply ☐ N/A ☒

8. **Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.**
   Findings: Complies ☐ Does not Comply ☐ N/A ☒
9. **New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.**
   Findings: Complies ☐ Does not Comply ☐ N/A ☒
10. **New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**
   Findings: Complies ☒ Does not Comply ☐ N/A ☐

ANALYSIS:

PROPOSED MATERIALS		
	Type/Material/Brand	**Color**
Exterior Fabric	James Hadie lap siding and shake	Lap siding, column base, columns, sills, railing, railing posts, screen door, front door, left elevation door to be valspar - cream delight (7002-14) Hardie shake to be valspar frosted sage (8002-33c) Fypon brackets to be cream delight.
Doors	Fiberglass flush glazed ½ light entry door	Valspar Cream delight (7002-14)
Windows	Pella Impervia, 350 series encompass Mi 1650 double hung with exterior grids vinyl/plastic/fiberglass	Autum cedar
Roofing	Asphalt shingles	Grey
Fascia/Trim	James Hardie trim	Clam Shell
Foundation	Stem wall, stacked stone	Grey/tan
Porch/Deck	TREX	Clam shell or equal
Driveways/ Sidewalks	Pavers	N/A

Site Plan –

- **Housing Type** – Single-family detached homes and outbuildings/garages are a permissible housing type in OT-1 zoning district.

- **Lot Coverage** – Properties, such as this, in the OT-1 zoning district, may have lot coverage up to 45%. This site plan meets that requirement at 45% as nonconditioned elements of houses are not factored into the lot coverage calculation. The footprint of the primary and accessory structure combined is 1,536.41 sf, the

total sf of the property is 4,343.12 sf is about 35% of lot coverage. If elements such as the porch were factored into the calculation, the lot coverage would be 44%.

- **Mechanical** – Per LDC 4.02.03(A)7, "*Mechanical equipment may be located within the side or rear yard setback, but not closer than five (5) feet to side or rear yard lot lines."* The site plan does not provide location of mechanical equipment. The mechanical equipment must be screened from view.

- **Encroachments** – There are no encroachments into the front, side, or rear yard visibility corridors. A mid-lot visibility corridor is not required as this lies on a full single peonia.

- **View Corridors**—The requirements for 5' view corridors on the front, rear, and side property lines are satisfied.

- **Parking –** The driveway to be accessed from White Street. The driveway material is pavers which is a permissible driveway material for Old Town.

Elevations –

- **Scale** – The building is appropriately scaled and in proportion with existing development in the Old Town Historic District. There is some variety in massing incorporated into the design.

- **Height** – Building height shall be measured from the average natural grade to the highest point on the structure, per LDC 4.02.03(C). Height of the primary structure is 35' from the grade which is compliant with the guidelines and the LDC, as indicated on page A10 of the plans. The height of the accessory structure on the plans is 27' 2" which is not compliant with the LDC and the Old Town Preservation and Development Guidelines. **The applicant has assured, as of 5/14/26, that the plans will be changed to reflect the appropriate height for 25' at the time of the meeting.**

- **Materials** – The project features materials that replicate traditional materials.

- **Foundation** – The project will be constructed on a stem wall, approved materials for the Old Town Historic District.

- **Windows** – The proposed windows are on the list of approved materials for new construction.

- **Doors** – The proposed doors, including the windows on either side fit in with the character of Old Town.

STAFF RECOMMENDATION:

Staff finds that the requested action, as presented, is consistent with the Comprehensive Plan, the Land Development Code, Secretary of Interior Standards, and the Old Town Development and Preservation Guidelines.

Staff recommendation:

APPROVAL of HDC 2026-0011 with the condition that the mechanical equipment be screened and is at least 5 ft from any property line and that the plans are changed by the time of the meeting on 5/21/26 at 5PM to reflect the appropriate height of 25 feet for the accessory structure.

MOTION TO CONSIDER:

I move to **approve or deny** case number HDC 2026-0011 **with or without** conditions;

AND I move that the HDC make the following findings of fact and conclusions of law part of the record:

That HDC case HDC 2026-0011, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Old Town Development and Preservation Guidelines to warrant FINAL approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2026-0011 Application and Backup Materials

Mackennah Tarmey

From: noreply@civicplus.com
Sent: Wednesday, March 18, 2026 11:19 AM
To: Planning Info
Subject: Online Form Submittal: Historic District Council (HDC) Certificate of Approval (COA) Application

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender, were expecting this email, and know the content is safe.

Historic District Council (HDC) Certificate of Approval (COA) Application

HISTORIC DISTRICT COUNCIL (HDC): CERTIFICATE OF APPROVAL (COA) APPLICATION

USE THIS FORM TO Apply for BOARD approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA) AND STAFF-LEVEL review for EXTERIOR PAINT and INSTLLATION OF PERVIOUS PAVERS projects ONLY.

NOTE: All other STAFF-LEVEL approvals (i.e, fence, right-of-way, roof) and smaller STAFF-LEVEL project reviews can be submitted with your building permit where reviews will be performed and cost will be assessed simultaneously.

Fees	Certificate of Approval (COA): Staff Review $25

Basis for Review

All applications, whether Staff or Board review, are reviewed for consistency with the City of Fernandina Beach Comprehensive Plan, Land Development Code, and applicable guidelines such as the Downtown Historic District Design Guidelines, Old Town Fernandina Preservation and Development Guidelines, and the Community Redevelopment Area (CRA) Design Guidelines. Guidelines for the Historic Districts are based on the U.S. Secretary of the Interior's Standards for Rehabilitation.

IMPORTANT NOTES

Conceptual Approvals

Conceptual approvals are provided by the HDC as a courtesy to the applicant in an effort to allow comment from the Historic District Council and citizens during the conceptual design process. The HDC will provide the applicant with feedback and guidance relating to the proposal and take a vote to indicate whether the board

feels the proposal is adequately appropriate to proceed. In all cases, the applicant must return to the HDC to seek final approval of their projects. There is no additional fee for this review above the Certificate of Approval fee.

Pre-Application Meeting

To guide you through the process and to ensure that your application is properly processed, you'll need to meet with the Preservation Planner prior to submitting your application. The application must be submitted at least 42 days before the scheduled meeting to allow time for review. Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, right-of-way, or zoning permit (if required).

Application Requirements	*Field not completed.*
Please see the Land Development Code (LDC) for detailed information:	Specific Requirements within the OT-1 and OT-2 Zoning Districts – see LDC Section 8.01.01.02
The LDC is Available for Review at	www.fbfl.us/LDC
Appeals *An applicant may appeal the HDC's decision for variances to a court of record as outlined in LDC Section 10.02.04(D). The petition shall be presented to within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.*	
PROJECT TYPE	New Construction
APPROVAL TYPE	Board Approval: Final
Have you met with a planner for a pre-application meeting?	No
Please apply for a required pre-application meeting using the following link:	HDC Pre-Application Meeting Request
PROPERTY INFORMATION	Property information can be found at the Nassau County Property Appraiser's website → Map Search
Historic District	Old Town

City	green cove springs
State	FL
Zip	32043
Telephone Number	9046240082
E-mail Address	*Field not completed.*
Project Description	Three story coastal design home.
Design Vision Statement	Coastal design home to meet requirements in Old Town.

Requirements for Demolition Applications
Per LDC 8.03.03.01

MATERIALS

List all proposed materials and colors, as applicable. If you are not filling this out, you MUST provide a detailed list separately that includes all required information as described in the following fields. A separate form can be uploaded or emailed directly to Mia Sadler.

EXTERIOR FABRIC	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
DOORS	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
WINDOWS	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
ROOFING	

Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
FASCIA/TRIM	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
FOUNDATION	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
SHUTTERS	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
PORCH/DECK	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
FENCING	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
DRIVEWAYS/SIDEWALKS	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*

Color	*Field not completed.*
SIGNAGE	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
OTHER	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
Please upload supplemental documentation and all product brochures, paint color samples, etc.	
Upload 1	Pullan Drawings.pdf
Upload 2	*Field not completed.*
Upload 3	*Field not completed.*
Upload 4	*Field not completed.*
Upload 5	*Field not completed.*
Upload 6	*Field not completed.*
Upload 7	*Field not completed.*
Upload 8	*Field not completed.*
Upload 9	*Field not completed.*
Upload 10	*Field not completed.*
Upload 11	*Field not completed.*
Upload 12	*Field not completed.*
Certification	By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. , I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:, I AGREE THAT A POSTING NOTICE WILL BE INSTALLED ON

THE PROPERTY(IES) IN QUESTION AND THAT SAID SIGN WILL ONLY BE REMOVED BY STAFF AFTER THE MEETING OR BROUGHT BACK TO CITY HALL BY APPLICANT.

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.

2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.

3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.

7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.

8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

9. I/We understand that Certificates of Approval are only valid for one (1) year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

10. I/We understand that the City Staff will install a Notice of Hearing sign on the property 14 days before the scheduled heating and that the sign must only be removed after the hearing by City Staff, unless, the applicant or property owner brings the Notice of Hearing back to City Hall.

Applicant First Name Maire

Applicant Last Name	Pullan
Today's Date	3/18/2026

DEPARTMENT OF PLANNING & CONSERVATION

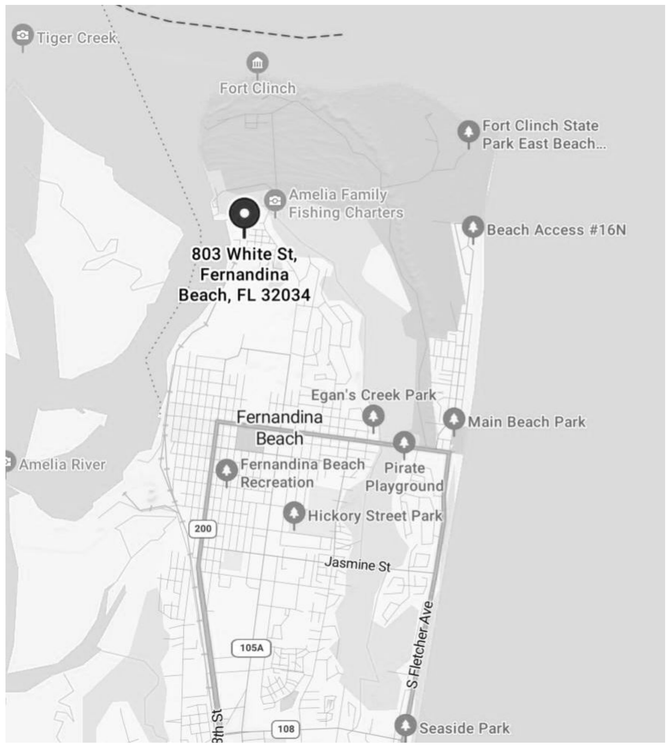
204 Ash Street | Fernandina Beach Florida 32034 |Contact: Mia Sadler at 904 310-3488 | www.fbfl.us/planning

Please make sure to disable pop-up blocker in order to submit.

Email not displaying correctly? View it in your browser.



&	AND
△	ANGLE
□	SQUARE
C_L	CENTERLINE
DIA.	DIAMETER
P_L	PLATE / PROPERTY LINE
A.B.	ANCHOR BOLT
A.B.C.	AGGREGATE BASE COURSE
A.C.	AIR CONDITIONING
ACOUS.	ACOUSTICAL
A.C. PAVING	ASPHALTIC CONCRETE PAVING
ADJ.	ADJUSTABLE
A.F.F.	ABOVE FINISH FLOOR
AGGR.	AGGREGATE
ALUM.	ALUMINUM
ALT.	ALTERNATE
APPROX.	APPROXIMATE
ARCH.	ARCHITECTURAL
ASPH.	ASPHALT
BD.	BOARD
BLDG.	BUILDING
BLK.	BLOCK
BLKG.	BLOCKING
BM.	BEAM
B.O.	BOTTOM OF
BOT.	BOTTOM
B.U.	BUILT-UP
CAB.	CABINET
C.B.	CORNER BEAD
C.T.	CERAMIC TILE
CHAN. (C)	CHANNEL
C.I.	CAST IRON
C.I.P.	CAST IN PLACE
C.J.	CONSTRUCTION / CONTROL JOINT
CLG.	CEILING
CLO.	CLOSET
CLR.	CLEAR
C.M.U.	CONCRETE MASONRY UNIT
CNTRSNK.	COUNTERSINK
CNTR. TOP	COUNTER TOP
C.O.	CLEAN OUT
COL.	COLUMN
CONC.	CONCRETE
CONN.	CONNECTION
CONSTR.	CONSTRUCTION
CONT.	CONTINUOUS
CONTR.	CONTRACTOR
CORR.	CORRIDOR
CTR.	CENTER
C.W.	COLD WATER
DBL.	DOUBLE
DEPT.	DEPARTMENT
D.F.	DRAINAGE FLOW
DIA.	DIAMETER
DIM.	DIMENSION
DISP.	DISPENSER
DN.	DOWN
DNSPT.	DOWNSPOUT
D.O.	DOOR OPENING
DR.	DOOR
DTL.	DETAIL
DWG.	DRAWING
DWR.	DRAWER
E.	EAST
EA.	EACH
E.J.	EXPANSION JOINT
ELEC.	ELECTRICAL
ELEC. PAN.	ELECTRICAL PANELBOARD
ELEV.	ELEVATION, ELEVATOR
EMER.	EMERGENCY
ENCL.	ENCLOSURE
EQ.	EQUAL
EQUIP.	EQUIPMENT
E.W.C.	ELECTRIC WATER COOLER
EXIST.	EXISTING
EXP.	EXPANSION
EXT.	EXTERIOR
ETR.	EXISTING TO REMAIN
F.D.	FLOOR DRAIN
FDN.	FOUNDATION
FBRGL.	FIBERGLASS
F.E.	FIRE EXTINGUISHER
F.E.C.	FIRE EXT-GUISHER CAB.
FFE.	FINISH FLOOR ELEVATION
F.G.	FINISH GRADE
F.H.C.	FIRE HOSE CABINET
FIN.	FINISH
FIXT.	FIXTURE
FLASH'G	FLASHING
FLR.	FLOOR
FLUOR.	FLUORESCENT
FPRF.	FIREPROOF
FRMG.	FRAMING
FT.	FOOT OR FEET
FTG.	FOOTING
FURN.	FURNITURE
FURR.	FURRING
GA.	GAUGE
GALV.	GALVANIZED
GL.	GRAB BAR
G.L.BM.	GLASS
GR.	GLU-LAM BEAM
GRND.	GRADE
GWB.	GYPSUM WALL BOARD
GYP. BD.	GYPSUM BOARD.
H.B.	HOSE BIBB
H.C.	HOLLOW CORE
HCP.	HANDICAP
CDWD.	HARDWOOD
HDWR.	HARDWARE
H.M.	HOLLOW METAL
HORZ.	HORIZONTAL
HT.	HEIGHT
HW.	HOT WATER
I.D.	INSIDE DIAMETER
INSUL.	INSULATION
INT.	INTERIOR
INV.	INVERT
JAN.	JANITOR
JT.	JOINT
KIT.	KITCHEN
LAM.	LAMINATE
LAV.	LAVATORY
L.F.	LINEAT FOOT
LT.	LIGHT
MAX.	MAXIMUM
M.B.	MACHINCE BOLT/ MODIFIED BITUMINOUS
MECH.	MECHANICAL
MED.CAB.	MEDICINE CABINET
MEMB.	MEMBRANE
MTL.	METAL
MFR.	MANUFACTURER
MIR.	MIRROR
MISC.	MISCELLANEOUS
M.O.	MASONRY OPENING
M.R.	MOISTURE RESISTANT
MTD.	MOUNTED
MUL.	MULLION
N.	NORTH
N.I.C.	NOT IN CONTRACT
NO. OR #	NUMBER
N.T.E.	NOT TO EXCEED
N.T.S.	NOT TO SCALE
O.A.	OVERALL
O.C.	ON CENTER
O.D.	OUTSIDE DIAMETER
O.F.C.I.	OWNER FURNISHED/ CONTRACTOR INSTALLED
OFF.	OFFICE
OPNG.	OPENING
OPP.	OPPOSITE
PNLG.	PANELING
PAR.	PARAPET
PART'N	PARTITION
PBWL.	PAPER BACKED WIRE LATH
PL.	PROPERTY LINE
P.LAM.	PLASTIC LAMINATE
PLAS.	PLASTER
PR.	PAIR
P.V.C.	POLYVINYL CHLORIDE
PWD.	PLYWOOD
Q.T.	QUARRY TILE
R.	RADIUS/RISER
R.A.	RETURN AIR
R.D.	ROOF DRAIN
REDWD.	REDWOOD
REF.	REFERENCE
REFRIG.	REFRIGERATOR
REINF.	REINFORCED
REQ'D	REQUIRED
RESIL.	RESILIENT
RM.	ROUGH OPENING
R.O.	ROOFING
ROOF'G	RAIN WATER CONDUCTOR
R.W.C.	RAIN WATER LEADER
R.W.L.	
S.	SOUTH
S.A.	SUPPLY AIR
S.C.	SOLID CORE
SCHED.	SCHEDULE
SECT.	SECTION
S.F.	SQUARE FEET
SH.	SHELF
SHR.	SHOWER
SHT.	SHEET
SIM.	SIMILAR
SPEC.	SPECIFICATION
SQ.	SQUARE
S.S.	STAINLESS STEEL
STD.	STANDARD
STL.	STEEL
STOR.	STORAGE
STRUCT.	STRUCTURAL
SUSP.	SUSPENDED
SYM.	SYMMETRICAL
S.Y.P.	SOUTHERN YELLOW PINE
T.	TREAD
TEL.	TELEPHONE
T & G	TONGUE AND GROOVE
TH.	THICK
T.O.	TOP OF
T.O.C.	TOP OF CURB
T.O.W.	TOP OF WALL
T.S.	TUBE STEEL
T.T.B.	TELEPHONE TERMINAL BOARD
TYP.	TYPICAL
U.O.N.	UNLESS OTHERWISE NOTED
UR.	URINAL
V.C.T.	VINYL COMPOSITION TILE
VERT.	VERTICAL
VIF	VERIFY IN FIELD
VTR	VENT-THRU ROOF
W.	WEST
W/ & W/O	WITH AND WITHOUT
W.C.	WATER CLOSET
WD.	WOOD
WDW	WINDOW
WP.	WEATHERPROOF
WR.	WATER RESISTANT
W.S.	WEEP SCREEN
WT.	WEIGHT



THIS PROJECT FALLS UNDER THE 2023 8TH EDITION FLORIDA BUILDING CODE.
THIS PROJECT FALLS UNDER THE CURRENT ELECTRICAL CODE NFPA 70 2020.

MATERIALS LEGEND

CONCRETE		BATT INSULATION	
METAL		ROUGH WOOD	
PLYWOOD		FINISH WOOD	
EARTH		GYPSUM BOARD	

COMPONENT & CLADDING DESIGN WIND PRESSURES (PSF)

ROOF

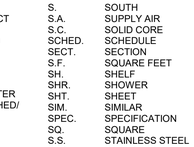
ZONE	10 SF	50 SF	100 SF
ALL ZONES	+21.7 -53.7	+17.3 -53.7	+15.4 -53.7
1	-34.5	-32.3	-31.3
2	-60.1	-48.9	-44.1
3	-88.9	-75.5	-69.7
2e	-70.4	-70.4	-70.4
3e	-118.3	-91.5	-80.0

WALLS

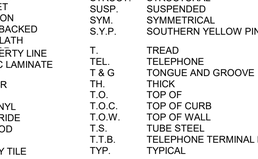
ZONE	10 SF	100 SF	500 SF
4	+37.7 -40.9	+32.1 -37.3	+28.1 -31.3
5	+37.7 -56.5	+32.1 -39.2	+28.1 -31.3

NOTES:
1) I TABLE PRESSURES ARE FOR THE SQUARE FOOT (SF) TRIBUTARY AREA SHOWN. FOR OTHER TRIBUTARY AREAS, LINEARLY INTERPOLATE OR USE THE HIGHER VALUE FOR AREA.
2) POSITIVE PRESSURES ACT TOWARD THE BUILDING; NEGATIVE PRESSURES ACT AWAY FROM THE BUILDING.
3) SEE DIAGRAMS FOR ZONE LOCATIONS.

a=0'-4"



ROOF PLAN (GENERIC BUILDING SHOWN)



WALLS (GENERIC BUILDING SHOWN)

WIND PRESSURE DIAGRAMS
SCALE: NTS

2 WINDLOADS
3/8" = 1'-0"

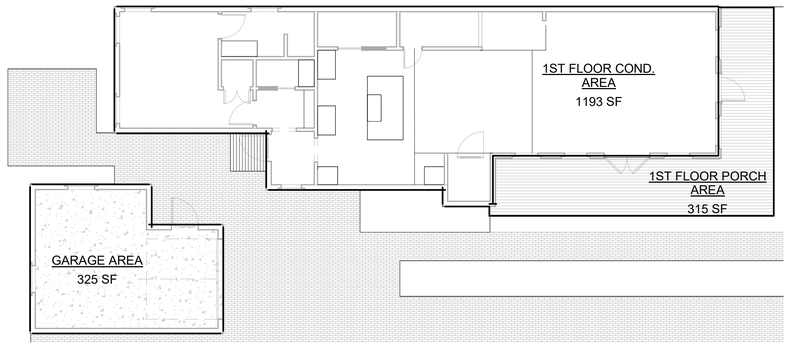
TOTAL LOT COVERAGE CALCULATIONS:

LOT =	4,343 SF
MAIN HOUSE =	1,207 SF
GARAGE =	325 SF
TOTAL STRUCTURE =	1,532 SF

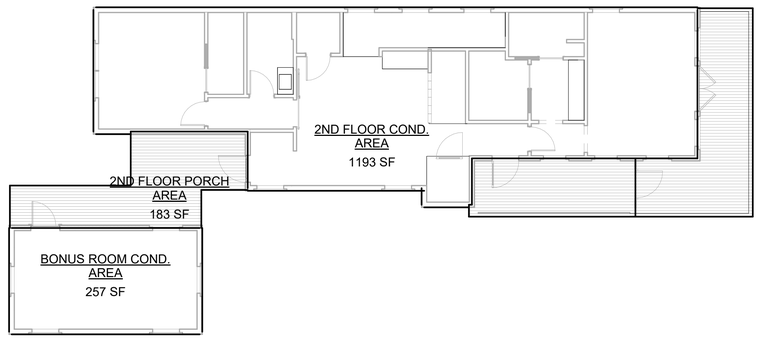
STRUCTURE = 35.2% OF LOT

VERIFY THAT ALL RESIDENTIAL CODE REFERENCES ARE TO THE CURRENT 2023 8TH EDITION FBC R2023

NFPA 70 2023 8TH EDITION CHAPTER 27 ELECTRICAL CODE



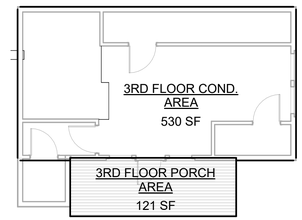
5 1ST FLOOR
1/8" = 1'-0"



3 2ND FLOOR
1/8" = 1'-0"

SQUARE FOOTAGE CALCULATION

FIRST FLOOR COND. AREA	1,193 SF
2ND FLOOR COND. AREA	1,193 SF
3RD FLOOR COND. AREA	530 SF
TOTAL COND. AREA	2,916 SF
GARAGE AREA	325 SF
PORCH AREA	888 SF
TOTAL	4,129 SF



6 3RD FLOOR
1/8" = 1'-0"

Drawing List

Sheet Number	Sheet Name
A1	PROJECT INFO
A2	GENERAL NOTES
A3	SITE PLAN
A4	FOUNDATION PLAN
A5	1ST FLOOR PLAN
A6	2ND & 3RD FLOOR PLAN
A7	ROOF PLAN
A8	SECTIONS
A9	FLASHING DETAILS
A10	ELEVATIONS
A11	ELEVATIONS
A12	INTERIOR ELEVATIONS
A13	PERSPECTIVES
A14	1ST FLOOR ELEC. PLANS
A15	2ND & 3RD FLOOR ELEC PLAN

3S Design Studio, LLC. Custom Architectural Design
1996 Pebble Point Dr.
Green Cove Springs, FL 32043
dennis@3sdesignstudio.net

No.	Description	Date
1	PERMIT SET	8/9/24

PULLAN

PULLAN RESIDENCE

803 WHITE STREET
FERNANDINA BEACH, FL. 32034

COPYRIGHT © 2019 BY 3SSS DESIGN STUDIO, LLC.

PROJECT INFO

Project number	2022-006
Date	3/5/26
Drawn by	DG
Checked by	BA
Scale	As indicated

A1

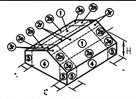
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GENERAL NOTES

1. DESIGN LOADS
   - A. ROOF DEAD (PITCH)..... 15 PSF
   - B. ROOF LIVE (LL_r)..... 20 PSF
   - C. FLOOR LIVE ..... 40 PSF

2. DESIGN WIND LOADS (ASCE 7-22)
   - A. BASIC WIND SPEED (V_{ult})..... 130 MPH
   - B. BASIC WIND SPEED (V_{asd})..... 101 MPH
   - C. RISK CATEGORY.....II
   - D. WIND EXPOSURE CATEGORY "C"
   - E. INTERNAL PRESSURE COEFFICIENT.....GC_{pi} = ±0.18
   - F. COMPONENTS & CLADDING DESIGN WIND PRESSURES:

		A = EFFECTIVE WIND AREA (FT²)			
	ZONE	A=10	A=20	A=50	A=100
WALLS	CORNER	+22 / −30	+21 / −28	+20 / −25	+19 / −23
	OTHER	+22 / −24	+21 / −23	+20 / −22	+19 / −21
ROOF: 7° TO 20°	3r	+16 / −71	+14 / −61	+12 / −47	+12 / −37
	2n, 2r, 3e	+16 / −60	+14 / −51	+12 / −41	+12 / −32
	1, 2e	+16 / −41	+14 / −41	+12 / −25	+12 / −13



ALL PRESSURES ARE SERVICE LEVEL (ASD) & INTENDED TO BE APPLIED & INTERPRETED IN STRICT ACCORDANCE WITH ASCE 7-22. FOR THE PURPOSES OF APPLYING THESE LOADS IN ACCORDANCE WITH COMPONENTS & CLADDING FIGURES IN ASCE 7-22, α =3 FT.

4. SEISMIC DESIGN
   - A. SEISMIC IMPORTANCE FACTOR..... I = 1.0
   - B. MAPPED SPECTRAL RESPONSE ACCELERATIONS..... S_s= 0.162, S_1= 0.078
   - C. SITE CLASS "D" ASSUMED
   - D. SPECTRAL RESPONSE COEFFICIENTS..... S_{ds}= 0.172, S_{d1}= 0.124
   - E. SEISMIC DESIGN CATEGORY "B"
   - F. BASIC LATERAL FORCE RESISTING SYSTEM: ORDINARY REINF. MASONRY SHEAR WALLS.
   - G. DESIGN BASE SHEAR..... V = _ KIPS
   - H. SEISMIC RESPONSE COEFFICIENT ..... C_s= 0.025
   - I. RESPONSE MODIFICATION FACTOR ..... R = 7
   - J. ANALYSIS PROCEDURE USED: EQUIVALENT LATERAL FORCE PROCEDURE FOR SEISMIC DESIGN OF BUILDINGS

5. SNOW LOADS
   - A. GROUND SNOW LOAD....."P_g = 0 PSF

6. CODES
   - A. FLORIDA BUILDING CODE, 8TH EDITION
   - B. ASCE 7-22 DESIGN LOADS FOR BUILDINGS
   - C. REINFORCED CONCRETE: ACI 318-19.
   - D. CONCRETE MASONRY: TMS 402-16 & TMS 602-16

7. PROVIDE TEMPORARY BRACING OF STRUCTURAL FRAMING UNTIL ALL PERMANENT BRACING, SHEAR WALLS, MOMENT CONNECTIONS, AND FLOOR AND ROOF DIAPHRAGMS ARE COMPLETELY INSTALLED. THE STRUCTURAL ELEMENTS ARE UNSTABLE UNTIL THE STRUCTURE IS COMPLETED IN ACCORDANCE WITH THE PLANS.

SOIL PARAMETERS

1. SOIL PARAMETERS
   - A. FOOTINGS HAVE BEEN SIZED FOR AN ALLOWABLE SOIL BEARING PRESSURE OF 2000 PSF AT 1'-0" BELOW EXISTING GRADE. IF SITE CONDITIONS DIFFER FROM FROM THOSE ASSUMED DURING THE DESIGN PROCESS, CONTACT ENGINEER IMMEDIATELY.
   - B. REMOVE ALL TOPSOIL & ORGANIC MATERIALS UNDER PROPOSED BUILDING SLAB & FOUNDATIONS & REPLACE WITH SUITABLE COMPACTED FILL OR CRUSHED STONE.
   - C. USE ONLY CLEAN, SANDY SOILS, WITH PLASTICITY INDEX UNDER 20 & LIQUID LIMIT BELOW 40, FOR ALL FILL UNDER SLABS AND FOOTINGS. USE OF CLAY, OR SOILS WITH HIGH CLAY CONTENT, IS PROHIBITED.
   - D. ALL BUILDING AREAS SHALL BE COMPACTED TO 95% OF MAXIMUM DRY DENSITY AT OPTIMUM MOISTURE CONTENT AS DETERMINED IN ACCORDANCE WITH ASTM D698.

1 GENERAL NOTES
12" = 1'-0"

REINFORCED CONCRETE GENERAL NOTES

1. ALL CONCRETE WORK SHALL CONFORM TO ACI 301, "SPECIFICATIONS FOR STRUCTURAL CONCRETE FOR BUILDINGS". DESIGN IS BASED ON ACI 318-19, "BUILDING CODE REQUIREMENTS FOR STRUCTURAL CONCRETE."
2. UNLESS NOTED OTHERWISE, ALL CONCRETE FOR SLABS ON GRADE, FOOTINGS, PIERS & COLUMNS SHALL BE NORMAL WEIGHT AND OBTAIN A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 4000 PSI.
3. SUBMIT CONCRETE MIX DESIGNS FOR REVIEW, IN ACCORDANCE WITH ACI 318-19, TO THE ENGINEER AND TESTING AGENCY.
4. THE PROPOSED MATERIALS AND MIX DESIGN SHALL BE FULLY DOCUMENTED AND REVIEWED. RESPONSIBILITY FOR OBTAINING THE REQUIRED DESIGN STRENGTH IS THE CONTRACTOR'S.
5. CONTRACTOR SHALL RETAIN AN INDEPENDENT TESTING AGENCY TO PERFORM TESTING & SUBMIT REPORTS AS OUTLINED BELOW.
6. USE OF CALCIUM CHLORIDE, CHLORIDE IONS, OR OTHER SALTS IN CONCRETE IS NOT PERMITTED.
7. CEMENT SHALL CONFORM TO ASTM C150, TYPE I OR II.
8. AGGREGATES SHALL CONFORM TO ASTM C33 #57 MAX. SIZE.
9. CONCRETE SLUMP RANGE: 4" MIN. – 6" MAX.
10. THE AIR CONTENT AT THE POINT OF PLACEMENT SHALL BE PER ACI 318 TABLE 4.4.1 FOR F1 MODERATE EXPOSURE.
11. THE TESTING AGENCY SHALL SAMPLE AND TEST EACH 100 CU. YARDS OR FRACTION THEREOF OF EACH CLASS OF CONCRETE PLACED EACH DAY. SAMPLE CONCRETE IN ACCORDANCE WITH ASTM C172. PERFORM THE FOLLOWING TESTS IN ACCORDANCE WITH THE INDICATED STANDARD:

    SLUMP: ASTM C143

    AIR CONTENT: ASTM C231 (NORMAL WEIGHT CONCRETE) ASTM C173 (LIGHT WEIGHT CONCRETE)

    COMPRESSIVE STRENGTH: ASTM C39, WITH ONE CYLINDER AT 7 DAYS, 2 CYLINDERS AT 28 DAYS, AND ONE SPECIMEN HELD IN RESERVE.

    CONCRETE TEMPERATURE: ASTM C1064

    UNIT WEIGHT: ASTM C567

12. MOIST CURE CONCRETE WITH MOISTURE PROTECTIVE COVER FOR A MINIMUM OF 7 DAYS.
13. HORIZONTAL CONSTRUCTION JOINTS ARE PERMITTED ONLY WHERE INDICATED. THE LOCATION OF VERTICAL CONSTRUCTION JOINTS SHALL BE APPROVED BY THE ENGINEER. CONSTRUCTION JOINTS SHALL BE THOROUGHLY ROUGHENED BY MECHANICAL MEANS, CLEANED, AND CAULKED.
14. REINFORCING STEEL SHALL CONFORM TO ASTM A615, GRADE 60, UNLESS NOTED OTHERWISE.
15. TIE ALL REINFORCING STEEL AND EMBEDMENTS SECURELY IN PLACE PRIOR TO PLACING CONCRETE. PROVIDE SUFFICIENT SUPPORTS TO MAINTAIN THE POSITION OF REINFORCEMENT WITHIN SPECIFIED TOLERANCES DURING ALL CONSTRUCTION ACTIVITIES. "STICKING" DOWELS INTO WET CONCRETE IS NOT PERMITTED.
16. REINFORCING STEEL SHALL HAVE THE FOLLOWING CONCRETE COVER UNLESS NOTED OTHERWISE:

    CONCRETE CAST AGAINST EARTH (NOT FORMED): 3"

    FORMED CONCRETE EXPOSED TO EARTH OR WEATHER
    #6 BARS THROUGH #12 BARS 2"
    #5 BARS AND SMALLER 2"

    CONCRETE NOT EXPOSED TO EARTH OR WEATHER
    SLABS AND WALLS 2"

17. DO NOT WELD OR TACK WELD REINFORCING STEEL UNLESS APPROVED OR DIRECTED BY THE STRUCTURAL ENGINEER.
18. DESIGN OF ADEQUATE SHORING FOR FORMWORK IS THE RESPONSIBILITY OF THE CONTRACTOR.
19. LEAVE ALL FORMS & SHORING FOR CONCRETE IN PLACE A MINIMUM OF 14 DAYS, OR UNTIL TESTING SHOWS CONCRETE HAS REACHED 100% OF DESIGN COMPRESSIVE STRENGTH.
20. ADHESIVE ANCHORS SHALL BE INSTALLED ACCORDING TO MANUFACTURER SPECIFICATIONS.

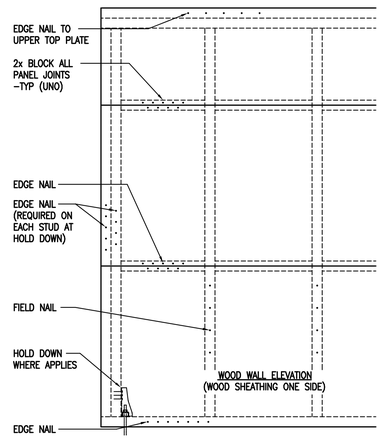
REINFORCED C.M.U. GENERAL NOTES

1. ALL MASONRY CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF TMS 602-16 ("SPECIFICATION FOR MASONRY STRUCTURES"), ALL SUPERVISORY PERSONNEL HAVING CONNECTION WITH THE MASONRY WORK SHALL CERTIFY THAT THEY HAVE FAMILIARIZED THEMSELVES WITH THESE PUBLICATIONS.
2. BLOCK SHALL BE LAID IN A RUNNING BOND.
3. ALL FACE SHELLS OF BLOCKS SHALL BE COMPLETELY MORTARED IN BED JOINTS (3/8" MAX.); HEAD JOINTS SHALL BE COMPLETELY MORTARED VERTICALLY FOR SAME WIDTH AS BED JOINTS. WHERE CELLS ARE TO BE FILLED WITH GROUT, FACE AND WEB SHELLS SHALL BE COMPLETELY MORTARED EXCEPT WHERE ADJACENT CELLS ARE TO BE FILLED. WHERE ADJACENT CELLS ARE TO BE FILLED, THE WEBS COMMON TO BOTH CELLS NEED NOT BE MORTARED.
4. CONCRETE MASONRY UNITS SHALL COMPLY WITH ASTM C 90, NORMAL WEIGHT. UNIT COMPRESSIVE STRENGTH SHALL BE 1900 PSI, MINIMUM. MANUFACTURER SHALL PROVIDE A WRITTEN CERTIFICATION OF THE UNIT COMPRESSIVE STRENGTH WHICH SHALL BE SAMPLED AND TESTED IN ACCORDANCE WITH ASTM C140-13.
5. ALL BLOCK WORK BELOW THE FINISHED FLOOR ELEVATION SHALL BE LAID USING TYPE M MORTAR. ALL BLOCK WORK ABOVE THE FINISHED FLOOR ELEVATION SHALL BE LAID USING TYPE S OR TYPE M MORTAR. MORTAR SHALL COMPLY WITH ASTM C 270-12.
6. ASSUMED F'_m FOR EXTERIOR WALLS = 2000 PSI @ 28 DAYS.
7. PROVIDE CONT. HORIZONTAL REINFORCING AT 16" MAX. O.C. VERTICALLY. HORIZONTAL REINFORCING SHALL BE W1.7 (9 GA. x 9 GA.) LADDER-TYPE JOINT REINFORCING. HORIZONTAL JOINT REINFORCING SHALL COMPLY WITH ASTM A951 AND SHALL BE HOT DIP GALVANIZED PER ASTM A153-09. LAP SPLICE ALL JOINT REINFORCING IN ACCORDANCE WITH MANUFACTURER'S PRINTED INSTRUCTIONS. USE PREFABRICATED SECTIONS AT INTERSECTIONS AND CORNERS. DO NOT CUT OR BEND.
8. ALL CELLS AND VOIDS NOTED AS FILLED SHALL BE FILLED SOLID WITH GROUT CONFORMING TO ASTM C476-02. COARSE AGGREGATE SHALL NOT EXCEED 3/8" IN DIMENSION.
9. VERTICAL WALL REINFORCING WILL BE REQUIRED AS SHOWN ON PLANS AND IN DETAILS. LAP SPLICE VERTICALS 48 BAR DIAMETERS AS REQUIRED.
10. CONTRACTOR IS RESPONSIBLE FOR PROVIDING ADEQUATE SHORING FOR WALLS DURING CONSTRUCTION.
11. FOUNDATION STEM WALLS SHALL BE SHORED PRIOR TO AND DURING BACKFILL COMPACTION. COMPACT USING ONLY HAND EQUIPMENT WITHIN 4'-FT OF WALLS.
12. PROVIDE A MINIMUM OF 1-#5 IN FULLY GROUTED CELLS EACH SIDE OF ALL OPENINGS IN C.M.U. WALLS. PROVIDE #5 DOWELS WITH 8" HOOKS FROM FOOTINGS. LAP SPLICES TO BE 48 BAR DIAMETERS MINIMUM, TYP. IN INTERIOR AND EXTERIOR C.M.U. WALLS. PROVIDE 1-#5 IN EACH OF 3 FULLY GROUTED CELLS AT ALL CORNERS AND INTERSECTIONS OF MASONRY UNITS.

STRUCTURAL WOOD NOTES

1. ALL WOOD FRAMING SHALL BE INSTALLED PER FLORIDA BUILDING CODE, 8TH ED. & NATIONAL DESIGN SPECIFICATION, LATEST ED.
2. ALL DIMENSION LUMBER, INCLUDING WALL STUDS AND JOISTS, USED IN CONSTRUCTION TO BE SOUTHERN YELLOW PINE (SYP) NO. 2 OR BETTER, 19% MAX. KILN-DRIED, U.N.O.
6. LAMINATED VENEER LUMBER (LVL) SHALL BE MICROLAM LVL 2.0E BY WEYERHAUSER, OR APPROVED EQUAL, WITH THE FOLLOWING MINIMUM PROPERTIES:
   F_b = 2600 PSI F_v = 285 PSI $F_{c\perp}$= 750 PSI
   E = 2.0x10⁶PSI F_{cll}= 2510 PSI
7. GLULAM BEAMS SHALL BE PRESSURE TREATED SOUTHERN YELLOW PINE GRADE 24F-V5 WITH MINIMUM PROPERTIES AS FOLLOWS:
   F_b = 2400 PSI F_v = 300 PSI $F_{c\perp}$= 740 PSI E = 1.9x10⁶PSI
8. WOOD FRAMED CONNECTIONS SHALL BE MADE USING APPROPRIATE JOIST HANGERS, UNLESS NOTED OTHERWISE.
9. 2-PLY DIMENSION LUMBER BEAMS/HEADERS SHALL BE JOINED USING 2-ROWS OF 12d NAILS SPACED @ 12" O.C., U.N.O. 3-PLY & LARGER DIMENSION LUMBER & ALL MULTI-PLY LVL BEAMS SHALL BE JOINED USING (2)-ROWS OF 1/2"ø THRU-BOLTS SPACED @ 24" O.C., OR AS RECOMMENDED BY MANUFACTURER.
10. SEE PRE-ENGINEERED TRUSS NOTES FOR DESIGN REQUIREMENTS.
11. PROVIDE CONTINUOUS PRESSURE-TREATED 2x SILL PLATE WITH 5/8"ø ANCHORS SPACED @ 24" MAX. O.C. IN ALL EXTERIOR WALLS, IN ALL LOAD-BEARING INTERIOR WALLS & SHEAR WALLS.
12. PROVIDE CONTINUOUS SILL AT BOTTOM OF ALL WINDOW OPENINGS: SINGLE 2x SILL AT WINDOWS UP TO 4'-0" WIDE, DBL. 2x SILL UP TO 8'-0" WIDE & TRIPLE 2x SILL AT WINDOWS OVER 8'-0" WIDE.
13. CONTINUOUS ANCHORAGE SHALL BE PROVIDED IN ALL EXTERIOR WALLS, SHEAR WALLS & INTERIOR LOAD-BEARING WALLS FROM THE ROOF FRAMING TO THE FOUNDATION USING ONE OF THE FOLLOWING METHODS:
   - 13.1. COMPONENT ANCHORAGE – WIND RESISTANCE PROVIDED USING ALL OF THE FOLLOWING COMPONENTS:
     - 13.1.A. HURRICANE TIES AT ALL RAFTERS/TRUSSES
     - 13.1.B. FLOOR-TO-FLOOR STRAPPING AT ALL EXTERIOR WALLS ACROSS ELEVATED FLOORS @ 32" MAX. O.C.
     - 13.1.C. STANDARD SILL PLATE ANCHORS AS SPECIFIED ABOVE
     - 13.1.D. HOLD-DOWNS INSTALLED EA. SIDE OF ALL DOOR OPENINGS LARGER THAN 3'-2".
   - 13.2. CABLE/ROD TIE-DOWN ANCHOR SYSTEM – WIND RESISTANCE PROVIDED BY INSTALLATION OF PROPRIETARY ANCHOR TIE-DOWN SYSTEM (SIMPSON STRONG-ROD, QUICK-TIE, OR EQUAL) TO INCLUDE:
     - 13.2.A. HURRICANE TIES AT ALL RAFTERS/TRUSSES
     - 13.2.B. WALL CAVITY TIE-DOWN ANCHORS INSTALLED CONTINUOUS FROM FOUNDATION TO ROOF BEARING PLATE IN ALL EXTERIOR WALLS, INTERIOR LOAD-BEARING WALLS & SHEAR WALLS AT 8'-0" MAX. O.C. & AT THE FOLLOWING LOCATIONS:
       ENDS OF SHEAR WALL SECTIONS
       EA. SIDE OF ALL OPENINGS EXCEEDING 5'-0" 12" MAX. FROM ALL CORNERS/INTERSECTIONS
     - 13.2.C. STANDARD SILL PLATE ANCHORS AT THE SPACING INDICATED. SILL PLATE ANCHORS MAY BE OMITTED AT TIE-DOWN ANCHOR LOCATIONS, PROVIDED SILL PLATE ANCHOR SPACING IS NOT EXCEEDED.
14. WALL SHEATHING SHALL BE 15/32" MINIMUM APA RATED CDX PLYWOOD OR OSB & SHALL BE CONTINUOUS FROM SILL PLATE TO RAFTER BEARING PLATE AT ALL EXTERIOR WALLS. SEE SCHEDULE & DETAILS FOR NAILING REQUIREMENTS.
15. ROOF DECKING SHALL BE 19/32" MINIMUM APA RATED CDX PLYWOOD OR OSB. FLOOR DECKING SHALL BE 3/4" T&G PLYWOOD OR OSB.
16. ALL WOOD CONNECTORS & FASTENERS (BOLTS, NAILS, SCREWS OR SPIKES) EXPOSED TO THE ELEMENTS ARE TO BE STAINLESS STEEL AND SHALL BE COMPATIBLE WITH SELECTED CONNECTORS. DO NOT MIX DISSIMILAR METALS. HOT-DIP GALVANIZED OR Z-MAX COATING MAY BE SUBSTITUTED UPON APPROVAL BY ENGINEER. ZINC-PLATED CONNECTORS & FASTENERS ARE PROHIBITED.

2 STRUCTURAL WOOD NOTES
12" = 1'-0"

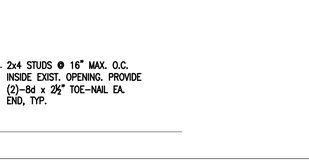


EXTERIOR WALL SHEATHING ELEVATION

NO SCALE

ELEVATION NOTES
- A. ALL WOOD SHEATHING SHALL BE INSTALLED WITH LONG DIMENSION ACROSS STUDS.
- B. ALL SHEATHING SHALL HAVE A SPAN RATING OF 24/0 OR BETTER (UNO).
- C. SEE SHEATHING TYPE & NAILING SCHEDULE ABOVE.

3 EXTERIOR WALL SHEATHING
12" = 1'-0"



NOTES:
1. CONTRACTOR TO COORDINATE SERIES/SIZE OF JAMSILL GUARD.
2. FOLLOW ALL JAMSILL GUARD MANUFACTUER'S INSTRUCTIONS FOR INSTALLATION.

JAMB SILL DETAIL @ DOOR THRESHOLDS
7 12" = 1'-0"

DOOR AND WINDOW NOTES:

IN ACCORDANCE WITH FLORIDA BUILDING CODE 2023 PROVISIONS THE FOLLOWING REQUIREMENTS APPLY FOR ALL NEW OR REPLACEMENT WINDOWS & DOORS:
1. FLORIDA PRODUCT APPROVAL # WITH HIGHLIGHTING FOR EACH WINDOW OR DOOR ASSEMBLY SELECTED.
2. MANUFACTURER INSTALLATION INSTRUCTIONS FOR EACH SELECTED WINDOW/DOOR TYPE.
3. MANUFACTURER SPECIFICATIONS FOR EACH TYPE OF WINDOW/DOOR.
4. UNIT SELECTED MUST MEET OR EXCEED 35 ± D.P. FOR EXPOSURE 'C' and 130 MPH WIND CONDITION WITH A MEAN ROOF HEIGHT OF 35-FT OR LESS.
5. STORM PROTECTION DETAILS (IF APPLICABLE)
6. WINDOW/DOOR LOCATION PLAN.

DOOR AND WINDOW NOTES:

– STANDARDS/LABELING: EXTERIOR WINDOWS AND GLASS DOORS SHALL BE TESTED BY AN APPROVED INDEPENDENT TESTING LABORATORY, AND SHALL BE LABELED WITH AN APPROVED LABEL INDENTIFYING THE MANUFACTURER, PERFORMANCE CHARACTERISTICS AND APPROVED PRODUCT CERTIFICATION AGENCY, TESTING LABORATORY, EVALUATION ENTITY OR MIAMI-DADE NOTICE OF ACCEPTANCE TO INDICATE COMPLIANCE WITH THE REQUIREMENTS OF THE FOLLOWING SPECIFICATIONS:
AAMA/WDMA/CSA 101/I.S. 2/A440-LATEST; ASTM E1886/E1996 IMPACT AND DESIGN PRESSURE STDS.

– FASTENING: ALL EXTERIOR DOOR AND WINDOW ASSEMBLIES SHALL BE ANCHORED IN ACCORDANCE W/ THE PUBLISHED MANUFACTURER'S RECOMMENDATIONS TO ACHIEVE MOUNTING STRENGTH FOR THE DESIGN PRESSURE SPECIFIED.

– GENERAL:

OWNER TO SELECT WINDOW/EXTERIOR DOOR MANUFACTURER.

ALL WINDOWS AND DOORS SIZES AND OPERATING CONFIGURATIONS AS DRAWN ARE APPROXIMATE AND/OR ROUNDED. CONTRACTOR SHALL VERIFY:
A. ACTUAL DIMENSIONS. USE MANUFACTURER'S STOCK SIZES WHENEVER POSSIBLE.
B. R.O. SIZES & ADDITIONAL REQU'D PT 2X SYP MOUNTING BUCK ALLOWANCES, IF REQU'D BY MASONRY OR CONCRETE WALLS
C. DECORATIVE ELEMENTS & DIVIDED LIGHTS/MUNTINS & PROFILES
D. OPERATING CONFIGURATIONS

THE PRECEDING SHALL BE VERIFIED W/ OWNER AND COORDINATED W/ MANUFACTURER(S) OF WINDOWS/EXTERIOR DOORS. ADJUST ACCORDINGLY.

– SCREENS: ALL OPERABLE WINDOWS TO RECEIVE ALUMINUM SCREENS.

– CMU/CONC WALLS: ALL WINDOWS AND DOORS AT EXTERIOR TO HAVE PRESSURE TREATED HEAD, SILL, AND JAMB BUCKS. FASTEN W/ GALV. CONNECTORS TO WOOD PER MANUFACTURER'S RECOMMENDATIONS FOR SPECIFIED WIND ZONE.

– INSULATION: INSULATE W/ POLYFOAM (OR SIM) ALL WINDOWS & EXTERIOR DOORS.

– FLASHING: PROVIDE SELF ADHERING MEMBRANE (A.K.A. "SPLINE") ON ALL OUTSIDE SURFACE OF FLANGES OF DOORS AND WINDOWS LAPPED OVER/UNDER BUILDING FELT. SEE DETAIL. INSTALL ALUMINUM OR GALV FLASHING, AS REQU'D, @ ALL DOOR AND WINDOW HEADS.

– DOOR HARDWARE: TO BE SELECTED BY OWNER, UNO.

– FOR CODE COMPLIANCE:
A. TEMPERED GLASS (IF WINDOW IS NOT IMPACT RESISTANT): CONTRACTOR/WINDOW SUPPLIER TO EVALUATE DRAWINGS AND PROVIDE TEMPERED GLASS AS REQU'D BY APPLICABLE CODE(S), AND ALSO AT ANY LOCATIONS AS NOTED IN DWGS. LOCATIONS:

1. SWINGING DOORS AND FIXED AND SLIDING PANELS OF SLIDING DOORS.

2. DOORS AND ENCLOSURES FOR HOT TUBS/WHIRLPOOLS, SAUNAS, STEAM ROOMS, BATHTUBS, AND SHOWERS. GLAZING IN ANY PORTION OF A BLDG. WALL ENCLOSING THESE COMPARTMENTS WHERE THE BOTTOM EDGE OF THE GLAZING IS LESS THAN 60" ABOVE THE DRAIN INLET

3. GLAZING IN AN INDIVIDUAL FIXED OR OPERABLE PANEL ADJACENT A DOOR WHERE THE NEAREST VERT. EDGE IS W/IN A 24" RADIUS OF THE DOOR IN A CLOSED POSITION AND WHOSE BOT. EDGE IS LESS THAN 60" A.F.F.

4. FIXED OR OPERABLE PANELS WHEN MEETS ALL OF THE FOLLOWING:
   - A. AREA OF PANEL IS 9 s.f. OR GREATER
   - B. BOT. EDGE LESS THAN 18" A.F.F.
   - C. TOP EDGE IS GREATER THAN 36" A.F.F.
   - D. (1) OR MORE OF THE WALKING SURFACES IS W/IN 36" HOR. OF THE PLANE OF GLAZING

5. GLAZING IN WALLS @ SWIMMING POOLS WHERE THE BOT. EDGE OF THE GLAZING IS (1) LESS THAN 60" ABOVE THE WALKING SURFACE ON THE POOL SIDE, AND (2) W/IN 36" HOR. OF THE WALKING SURF. ON THE POOL SIDE

B. BEDROOM EGRESS WINDOW REQUIREMENTS: EVERY SLEEPING ROOM LOCATED ON THE FIRST, SECOND, AND THIRD STORY OR WITHIN BASEMENTS SHALL HAVE AT LEAST ONE EXTERIOR EMERGENCY ESCAPE AND RESCUE OPENING.
DIMENSIONAL INFORMATION:
- MINIMUM NET CLEAR OPENING OF 5.7 SQUARE FEET
- MINIMUM NET CLEAR OPENING HEIGHT: 24"
- MINIMUM NET CLEAR OPENING WIDTH: 20"

C. LIGHT AND VENTILATION: EVERY HABITABLE ROOM OF BUILDINGS SHALL HAVE ONE OR MORE WINDOWS TO AFFORD ADEQUATE LIGHT AND VENTILATION. THE OPENABLE AREA OF OPENINGS FOR NATURAL VENTILATION SHALL BE NOT LESS THAN 4% OF THE FLOOR AREA BEING VENTILATED. REQ'D WINDOWS SHALL HAVE GLAZED OPENINGS OF CLEAR GLASS OF AREA NOT LESS THAN 8% OF THE FLOOR AREA OF THE ROOM SERVED BY THEM.

WATER TEST ALL WINDOWS AND DOORS.

9 WINDOW AND DOOR NOTES
12" = 1'-0"

HEADER SCHEDULE

OPENING SIZE	LOCATION	MIN. HEADER SIZE	# OF BEARING STUDS	# ADJACENT-FULL HEIGHT STUDS	SIMPSON MODEL HOLD-DOWNS
≤ 4'-0"	DOORS & WINDOWS	3-2x6'S	2-2x6 EA. SIDE	1-2x6 EA. SIDE	N/A
≤ 9'-0"	DBL. DOORS	3-2x10'S	2-2x6 EA. SIDE	1-2x6 EA. SIDE	TIE-ROD
≤ 12'-0"	SLIDING DOOR	5.25x9.25 2.0E LVL	2-2x6 EA. SIDE	2-2x6 EA. SIDE	TIE-ROD

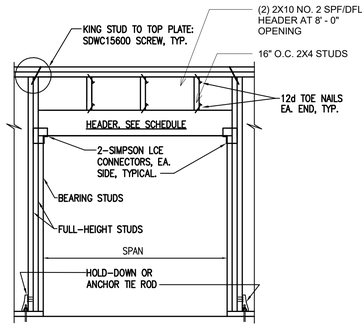
1. BEARING STUDS ARE ALSO REFERED TO AS 'TRIMMERS' OR 'JACK STUDS'.
2. CONNECT EACH SET OF BUILT-UP BEARING STUDS TO HEADER WITH 2-SIMPSON LCE CONNECTORS, TYPICAL.
3. HEADER SIZES ARE FOR UNIFORM LOADS ONLY. IF ANY CONCENTRATED LOAD OR UNUSUAL CONDITION EXISITS, CONTACT PROJECT ARCHITECT IMMEDIATELY.

5 HEADER SCHEDULE
12" = 1'-0"

SHEATHING TYPE AND NAILING SCHEDULE

LOCATION	SHEATHING	PANEL EDGE NAILING (E.N.)	PANEL FIELD NAILING (F.N.)	NAILING AT ROOF OR FLOOR DIAPHRAGM BOUNDARIES	2x BLOCKING AT PANEL EDGES REQ'D
ROOF	5/8" T&G APA	8d AT 4" O.C.	8d AT 4" O.C.	8d AT 4" O.C.	NO
WALLS	7/16" APA	8d AT 6" O.C.	8d AT 12" O.C.		YES

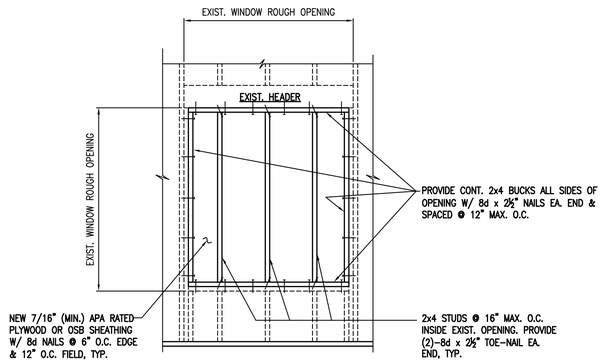
4 SHEATHING TYPE AND NAILING SCHEDULE
12" = 1'-0"



TYPICAL FRAMED HEADER ELEVATIONS

NO SCALE

6 TYPICAL FRAMED HEADER ELEVATIONS
12" = 1'-0"



8 TYPICAL WINDOW INFILL FRAMING
12" = 1'-0"

3S Design Studio, LLC. Custom Architectural Design
1996 Pebble Point Dr.
Green Cove Springs, FL 32043
dennis@3sdesignstudio.net

No.	Description	Date

PULLAN
PULLAN RESIDENCE
803 WHITE STREET
FERNANDINA BEACH, FL. 32034

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GENERAL NOTES

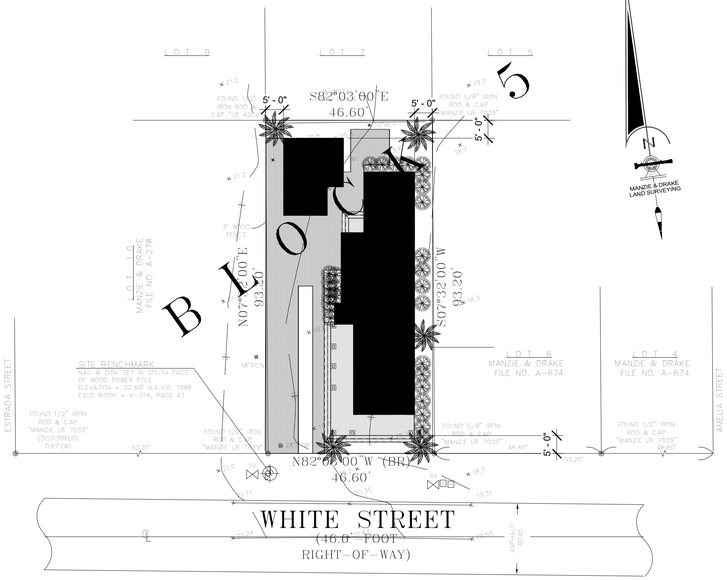
Project number	2022-006
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Drawn by	Author
Checked by	Checker
Scale	12" = 1'-0"

A2

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MAP OF BOUNDARY & TOPOGRAPHY SURVEY

ALL THAT CERTAIN PIECE, PARCEL OR TRACT OF LAND LYING AND BEING IN THE CITY OF FERNANDINA BEACH (FORMERLY FERNANDINA), COUNTY OF NASSAU, STATE OF FLORIDA AND KNOWN AND DESCRIBED UPON THE OFFICIAL PLAT OR MAP OF SAID CITY (AS LITHOGRAPHED AND ISSUED BY THE FLORIDA RAILROAD COMPANY IN 1857 AND ENLARGED, REVISED AND REISSUED BY THE FLORIDA TOWN IMPROVEMENT COMPANY IN 1887 AND 1901), AS: LOT 8, BLOCK 5 OF OLD TOWN



LEGEND

℄ = CENTERLINE
_ . _ . _ = CHAIN LINK OR WIRE FENCE
WM = WATER METER
-o-o- = WOOD OR VINYL FENCE
= WOOD POWER POLE
SV = SEWER VALVE

CERTIFIED
TO:
KATHERINE BYRD
FOUNDERS TOWERS,
OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY

THE INFORMATION SHOWN HEREON MEETS THE STANDARDS OF PRACTICE SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

MICHAEL A. MANZIE, P.L.S. 4069

MANZIE & DRAKE LAND SURVEYING
117 South Ninth Street, Fernandina Beach, FL 32034
(904) 491-5700 www.ManzieAndDrake.com
Certificate of Authorization Number "LB 7039"

"OUR *SIGHTS* ARE ON THE FUTURE,
SET YOUR *SITES* ON US."

SCALE: _____ JOB NO: _____ DATE: _____ CADD: _____
F.B. NO: _____ PAGE NO: _____ FIELD CREW: _____ FILE NO: _____

REFERENCE VIEW ONLY

3 STORY STRUCTURE

1 SITE PLAN - PROPOSED
1" = 20'-0"

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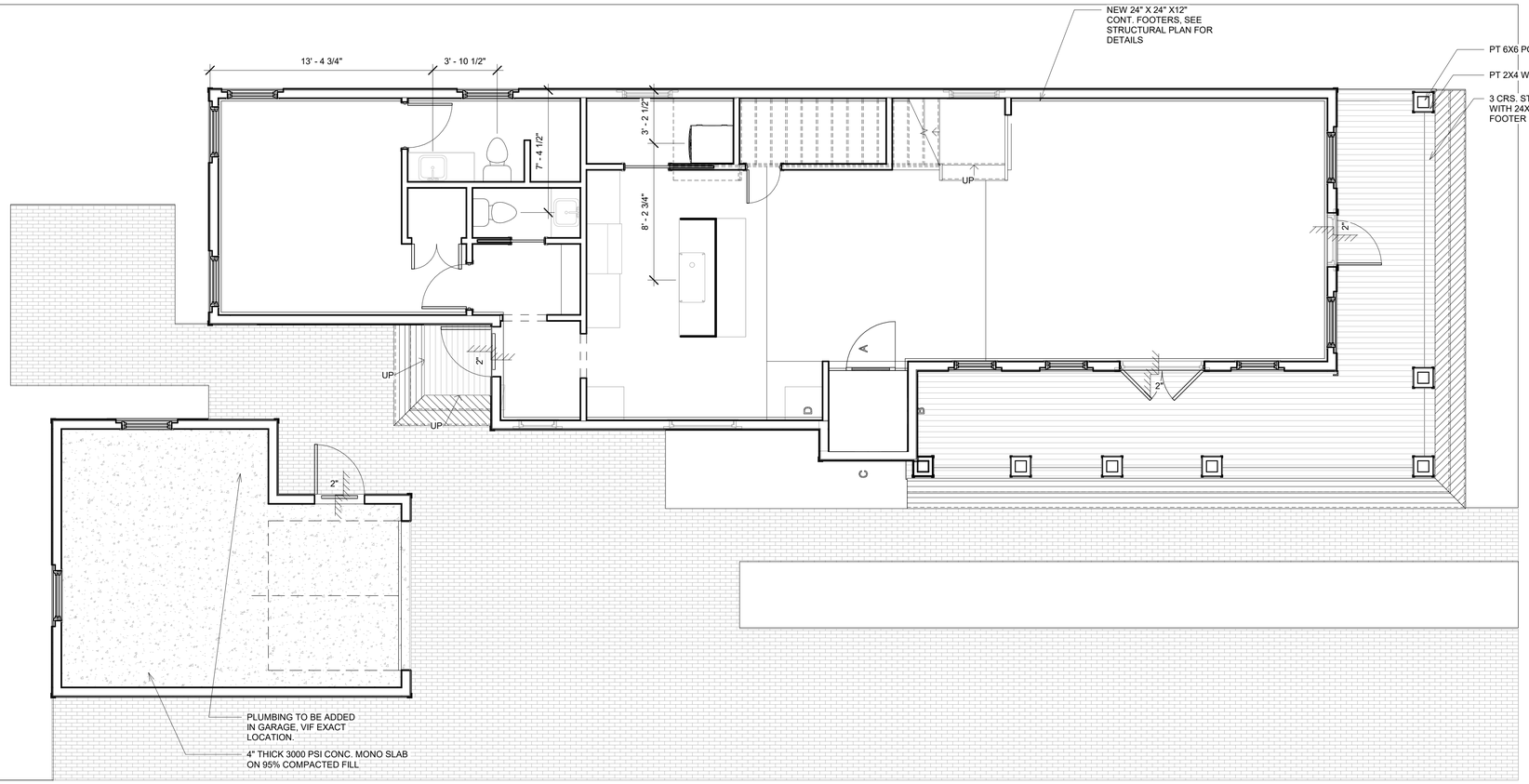
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SITE PLAN

Project number	2022-006
Date	3/5/26
Drawn by	Author
Checked by	Checker
Scale	1" = 20'-0"

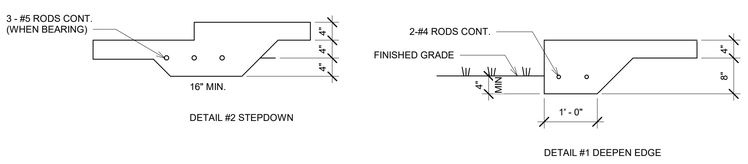
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1 FOUNDATION PLAN
1/4" = 1'-0"

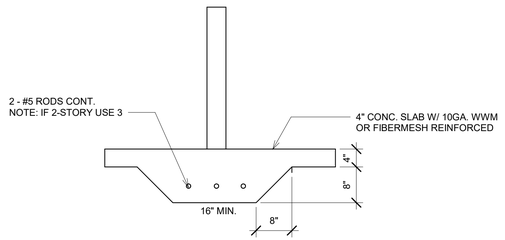
NOTE: SEE STRUCTURAL PLANS FOR DETAILS.



DETAIL #2 STEPDOWN

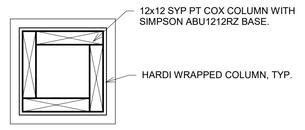
DETAIL #1 DEEPEN EDGE

FOOTING DETAILS



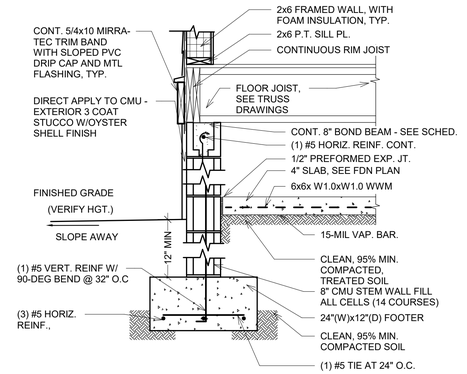
DETAIL #3 INTERNAL BEARING

2 FOOTING DETAILS
3/4" = 1'-0"

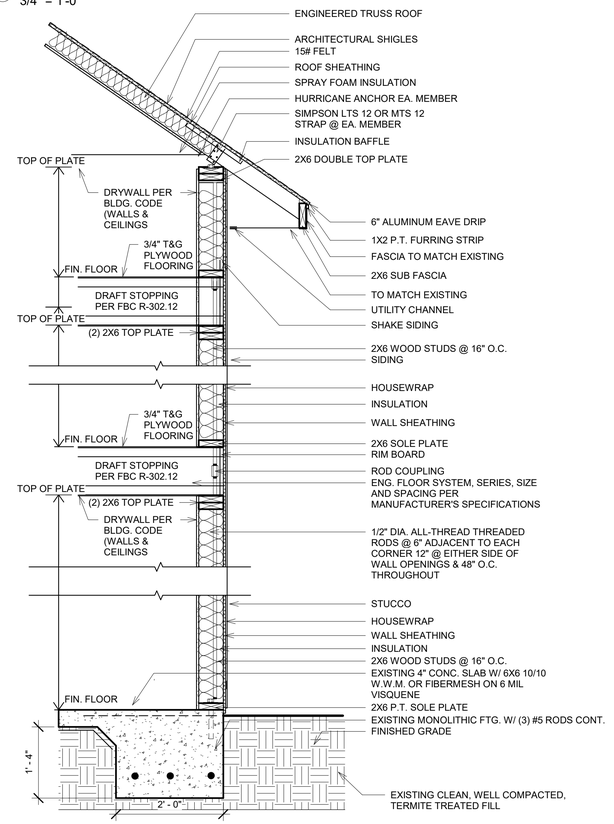


*NOTE ALL FASTENERS TO BE STAINLESS STEEL, TYP. - NO GALVANIZED FASTENERS ARE TO BE EXPOSED!!

4 PORCH COLUMN PLAN DETAIL
1 1/2" = 1'-0"



5 TYPICAL STEM WALL FOOTER
3/4" = 1'-0"



3 2 STORY WALL SECTION
3/4" = 1'-0"

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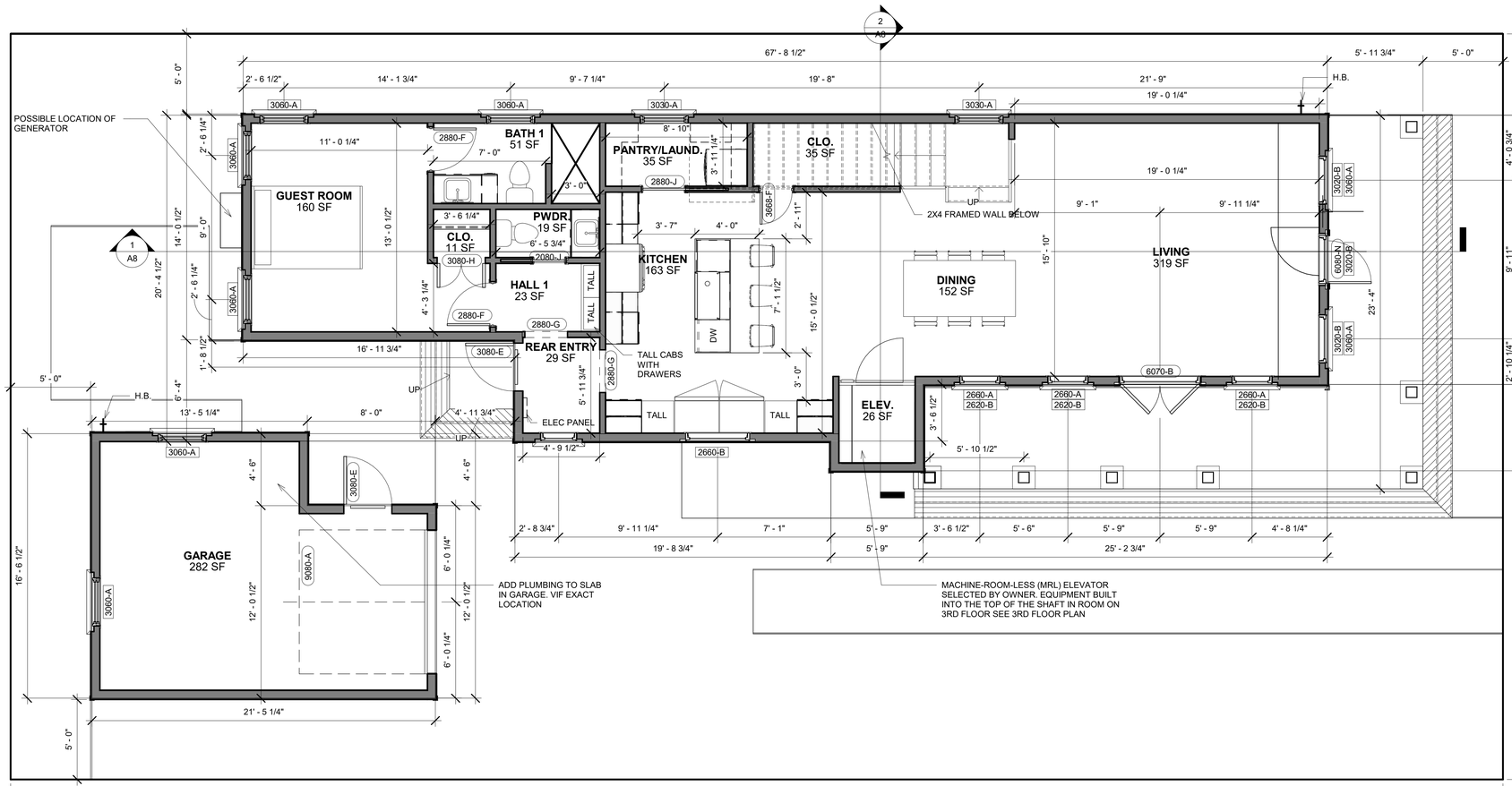
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FOUNDATION PLAN

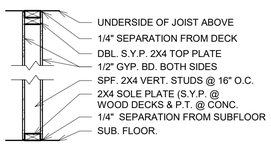
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A4

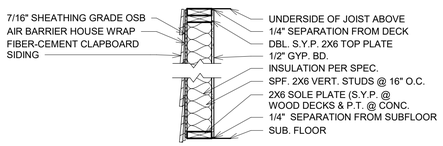
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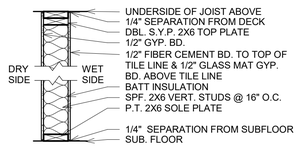
1 FIRST FLOOR PLAN
1/4" = 1'-0"



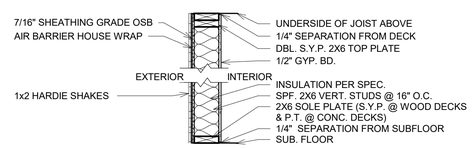
2 WALL TYPE A40 - 2x4 INTERIOR
3/4" = 1'-0"



4 WALL TYPE E61 - CLAPBOARD ON 2x6
3/4" = 1'-0"

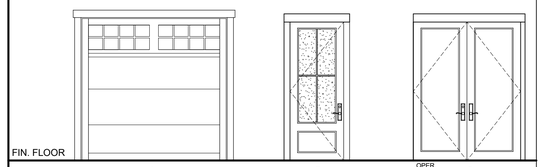


3 WALL TYPE A62 - 2x6 INT. WET AREA
3/4" = 1'-0"



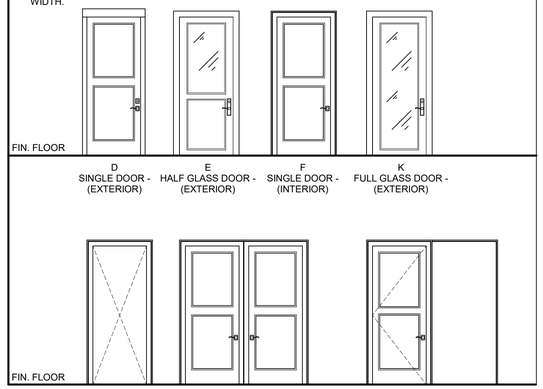
7 WALL TYPE E62 - HARDIE SHAKE ON 2x6
3/4" = 1'-0"

DOOR TYPE LEGEND



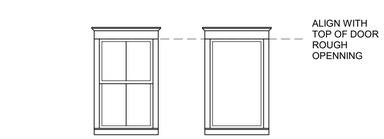
NOTE:
ALL EXTERIOR ROUGH OPENNINGS ARE PER THE MANUFACTURER.

ALL INTERIOR DOOR SIZES ARE DOOR SIZE PLUS 1 1/2" IN HEIGHT AND 2" IN WIDTH.



5 LEGEND - DOOR TYPE
1/4" = 1'-0"

WINDOW TYPE LEGEND (EXTERIOR VIEW)



NOTE: ALL WINDOW ROUGH OPENNINGS ARE THE WINDOW MANUFACTURER, TYPICAL.

6 LEGEND - WINDOW TYPE
1/4" = 1'-0"

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No.	Description	Date
1	PERMIT SET	8\9\24

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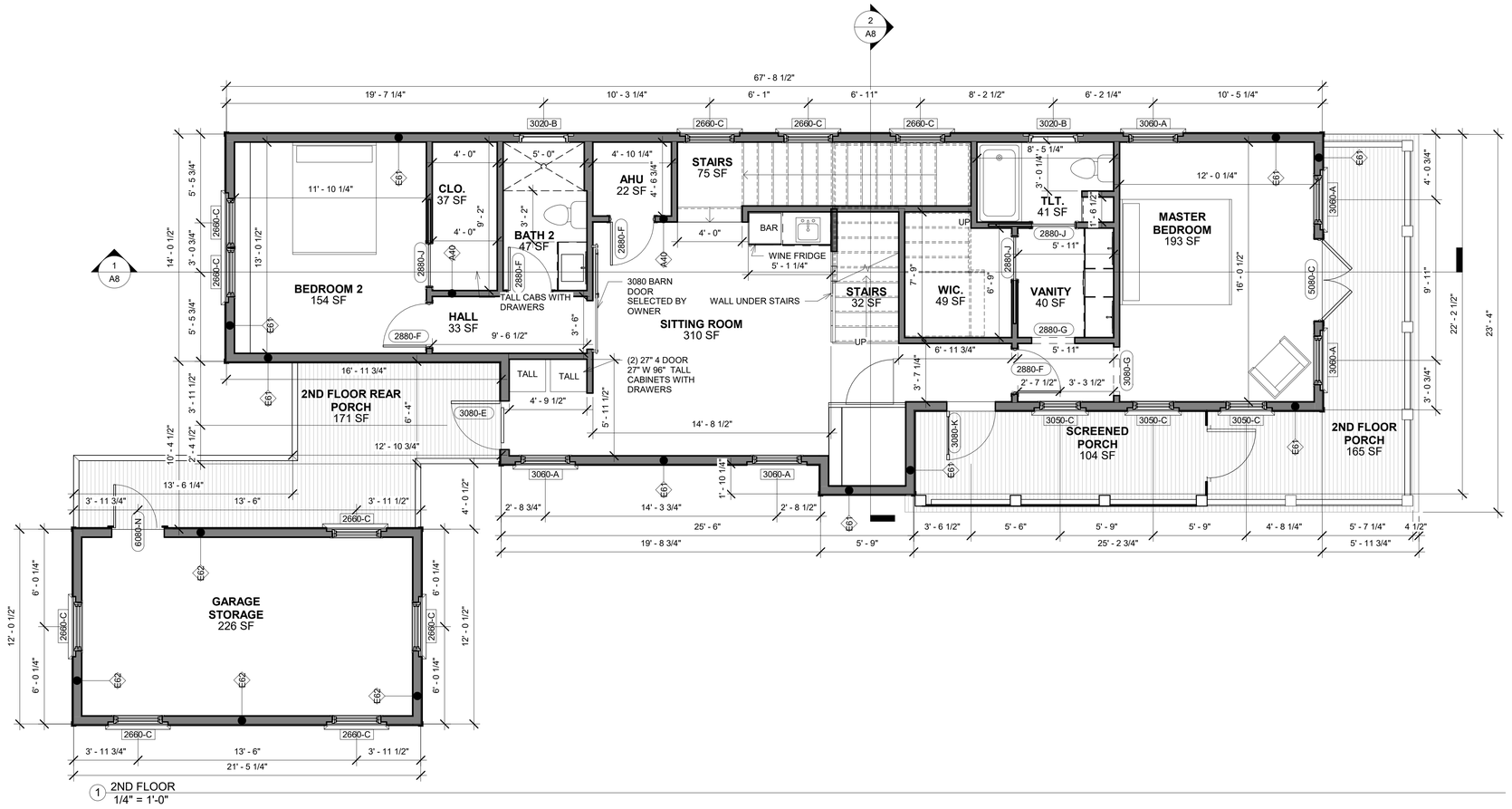
1ST FLOOR PLAN

Project number	2022-006
Date	3/5/26
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Checked by	BA
Scale	As indicated

A5

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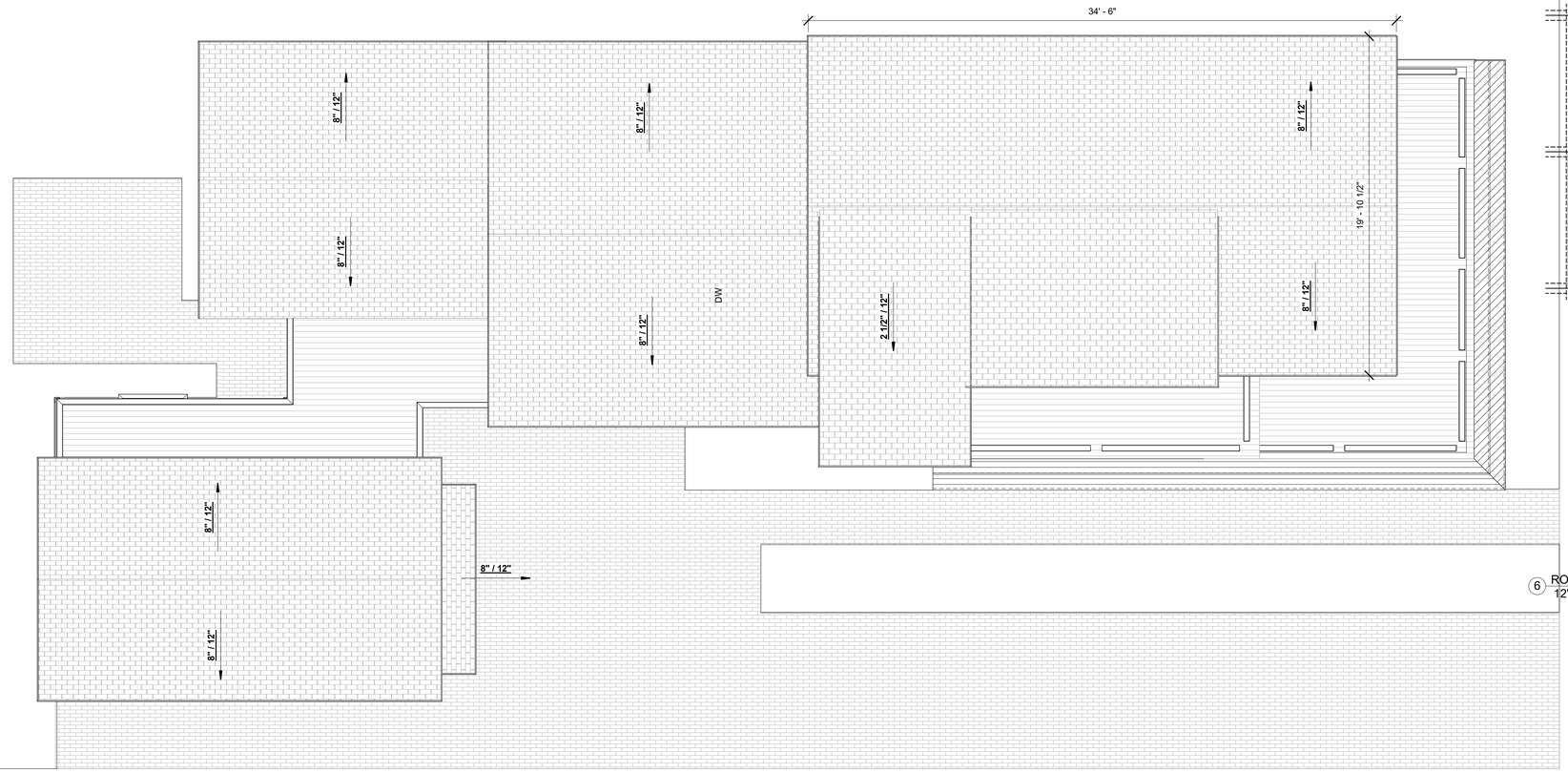
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2ND & 3RD FLOOR PLAN

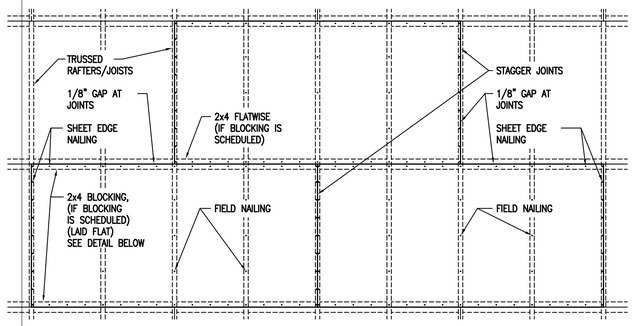
Project number	2022-006
Date	3/5/26
Drawn by	Author
Checked by	Checker
Scale	1/4" = 1'-0"

A6

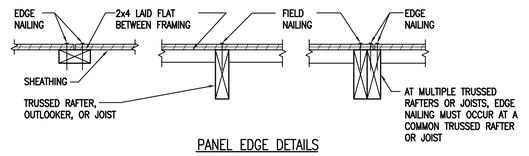
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6 ROOF SHEATHING DETAILS
12" = 1'-0"



ROOF PANEL NAILING



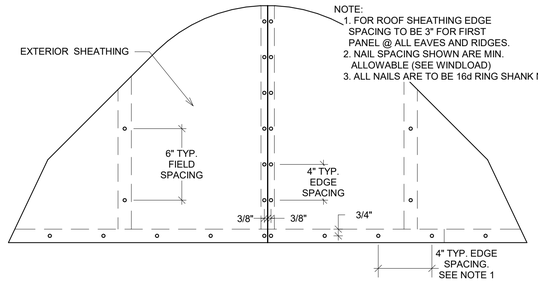
PANEL EDGE DETAILS

ROOF SHEATHING DETAILS

NO SCALE

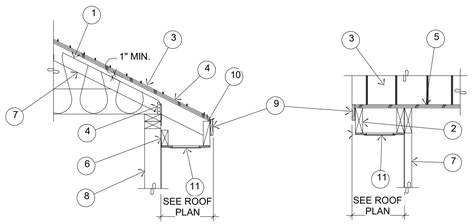
ALL ROOF AND FLOOR SHEATHING EDGES MUST BE SUPPORTED BY TRUSSED RAFTER, JOIST OR 2x4 LAID FLAT. (ALL ROOF AND FLOOR AREAS)

SEE SHEATHING TYPE & NAILING SCHEDULE BELOW.



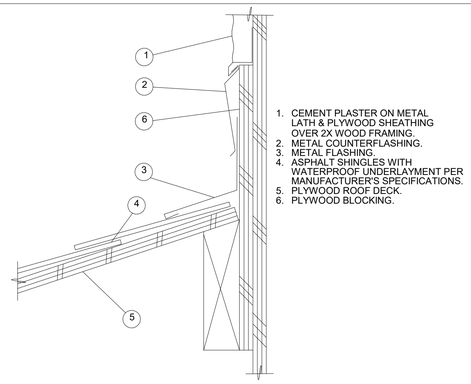
7 ROOF SHEATHING NAIL PATTERN
1 1/2" = 1'-0"

1 ROOF
1/4" = 1'-0"



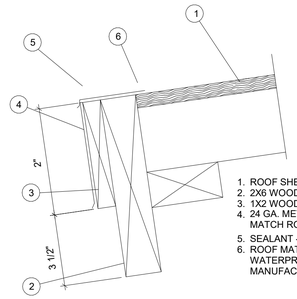
1. VENT BAFFLE AT EACH EAVE VENT.
2. 2 X 6 FRAMING.
3. ROOFING MATERIAL - SEE SPECIFICATIONS.
4. SIMPSON H8 CLIP.
5. 7/16" SHEATHING.
6. CONTINUOUS BLOCKING.
7. ROOF RAFTERS - SEE ROOF TRUSS PLAN.
8. 2 X WALL - SEE PLAN.
9. 4/4 X 4 FASCIA.
10. 2 X 6 NAILER.
11. SOFFIT - SEE ROOF FRAMING PLAN.

2 ROOF EAVE DETAILS
3/4" = 1'-0"



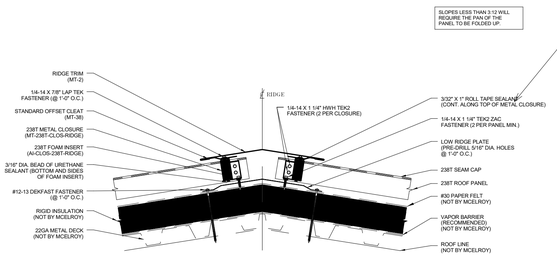
1. CEMENT PLASTER ON METAL LATH & PLYWOOD SHEATHING OVER 2X WOOD FRAMING.
2. METAL COUNTERFLASHING.
3. METAL FLASHING.
4. ASPHALT SHINGLES WITH WATERPROOF UNDERLAYMENT PER MANUFACTURER'S SPECIFICATIONS.
5. PLYWOOD ROOF DECK.
6. PLYWOOD BLOCKING.

3 ROOF EDGE FLASHING DETAIL
3" = 1'-0"

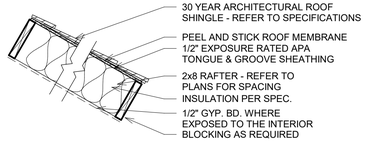


1. ROOF SHEATHING.
2. 2X6 WOOD FASCIA.
3. 1X2 WOOD TRIM.
4. 24 GA. METAL DRIP EDGE TO MATCH ROOF COLOR.
5. SEALANT - CONTINUOUS.
6. ROOF MATERIAL AS SCHEDULED WATERPROOF UNDERLAYMENT PER MANUFACTURER'S SPECIFICATIONS

4 ROOF FASCIA DETAIL
3" = 1'-0"



5 ROOF RIDGE FLASHING
1 1/2" = 1'-0"



ROOF TYPE RA1 - ASPHALT SHINGLE ON 8" RAFTER

8 3/4" = 1'-0"

Roof Ventilation Calculation Summary

Project based on provided roof plan with 1'-4" overhang and vinyl soffits. Calculations use standard 1/300 ventilation rule.

Item	Value
Estimated Attic Area	3,500 sq ft
Ventilation Ratio	1/300
Total Required NFVA	1,680 sq in
Soffit Intake Required	840 sq in
Ridge Exhaust Required	840 sq in
Soffit Vent (9 sq in/ft)	93 linear ft
Ridge Vent Required	47 linear ft

Notes:
- Overhang (1'-4") does not affect NFVA calculation.
- Ensure soffit vents are not blocked by insulation (use baffles).
- Maintain balanced intake and exhaust ventilation.
- Values are based on estimated dimensions; confirm for permit use.

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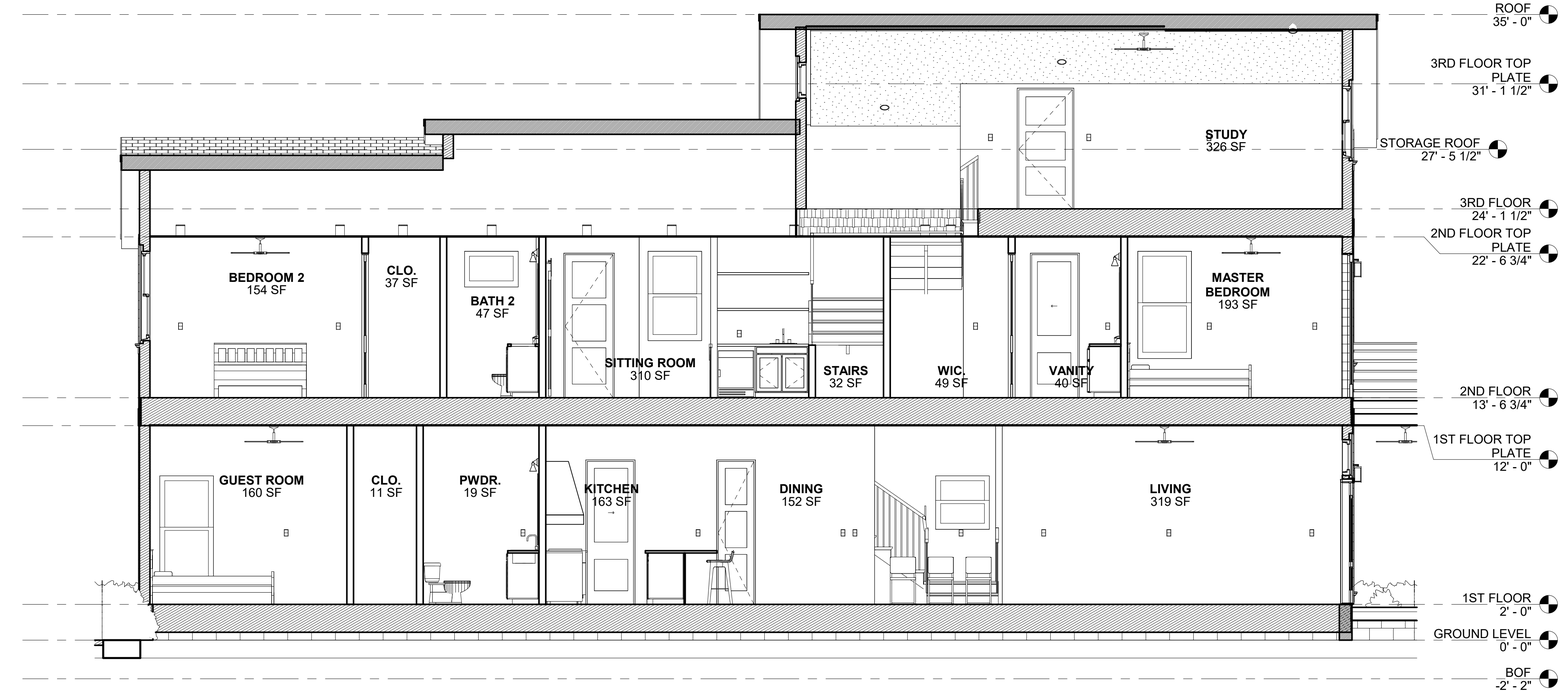
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ROOF PLAN

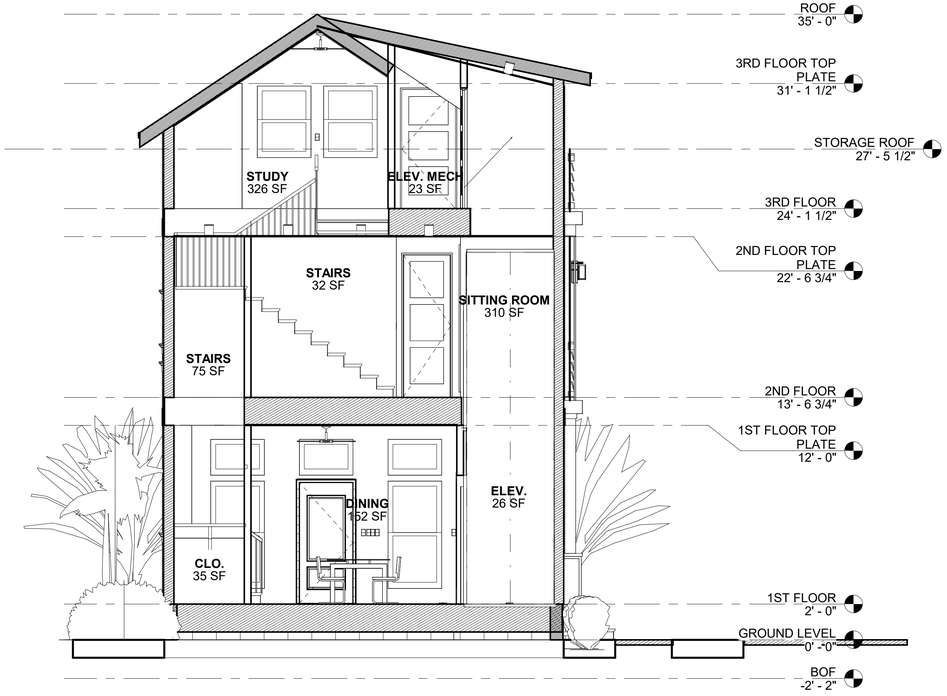
Project number	2022-006
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1 Section 1
1/4" = 1'-0"



2 Section 2
1/4" = 1'-0"

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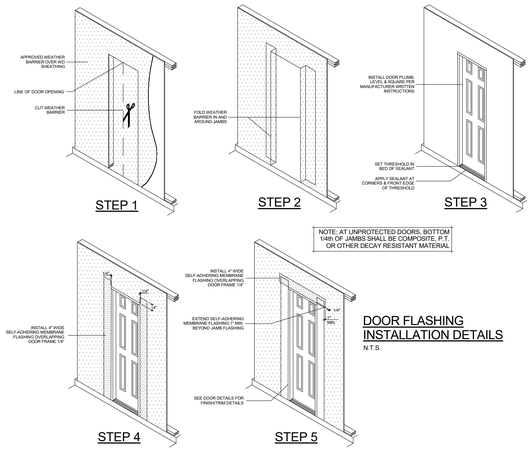
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SECTIONS

Project number	2022-006
Date	3/5/26
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Scale	1/4" = 1'-0"

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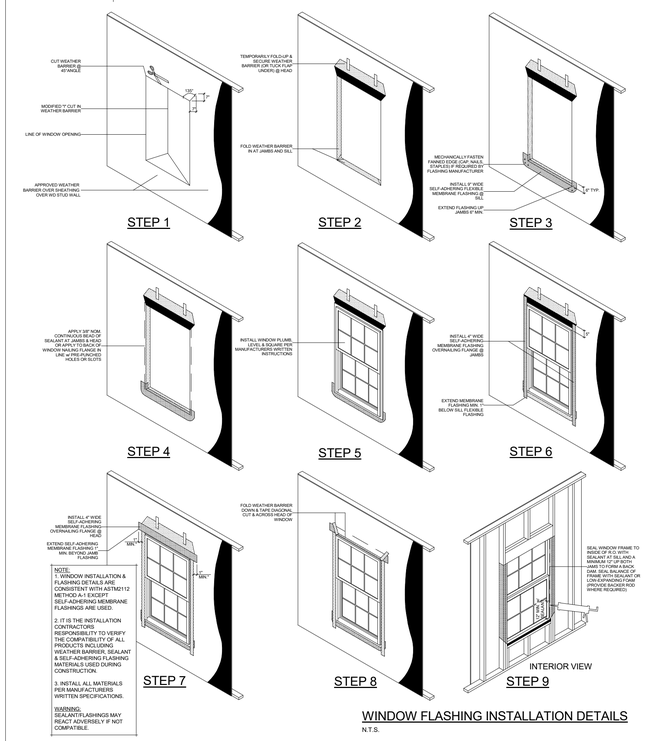
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NOTE: AT UNPROTECTED DOORS, BOTTOM 1/4th OF JAMBS SHALL BE COMPOSITE, P.T. OR OTHER DECAY RESISTANT MATERIAL

DOOR FLASHING INSTALLATION DETAILS

N.T.S.



WINDOW FLASHING INSTALLATION DETAILS

N.T.S.

3 WINDOW AND DOOR FLASHING
1/4" = 1'-0"

STEPS

1. IN WATER SHEDDING FASHION, STARTING AT THE BASE OF THE WALL & WORKING TOWARDS THE TOP, INSTALL THE WRB TO THE FACE OF THE SHEATHING.
2. APPLY SILL FLASHING
3. APPLY BEAD OF SEALANT AT BACK OF WINDOW FLANGE & SET WINDOW USING PAN HEAD SCREWS TO FACILITATE INSPECTION.
4. APPLY BEAD OF SEALANT AT SIDE JAMBS. EXTEND 8 ½"
5. APPLY JAMB FLASHING
6. APPLY BEAD OF SEALANT AT HEAD
7. APPLY HEAD FLASHING
8. REMOVE PREVIOUSLY APPLIED TAPE, ALLOWING WRB TO LAY FLAT OVER HEAD FLASHING. APPLY NEW SHEATHING TAPE OVER DIAGONAL CUT - SEE DIAGRAM.

5 JAMB FLASHING

EXTEND JAMB FLASHING TO OVERLAP SILL FLASHING. EXTEND JAMB FLASHING 8 ½" ABOVE ROUGH OPENING AT HEAD. TUCK TOP OF JAMB FLASHING UNDER THE FLAP OF WRB AT THE HEAD. SEE DIAGRAM.

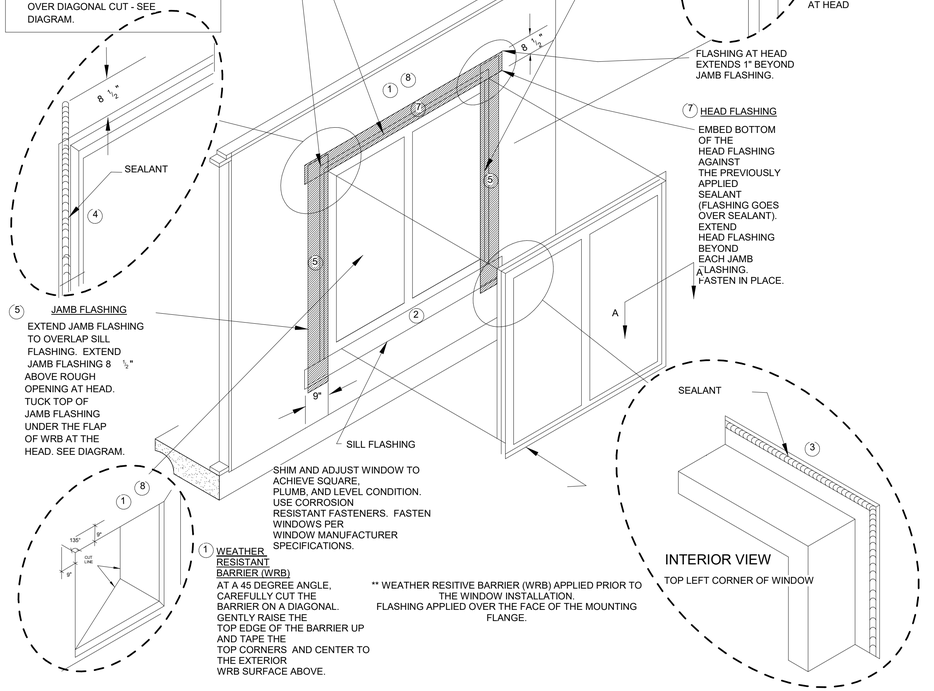
1 WEATHER RESISTANT BARRIER (WRB)

AT A 45 DEGREE ANGLE, CAREFULLY CUT THE BARRIER ON A DIAGONAL. GENTLY RAISE THE TOP EDGE OF THE BARRIER UP AND TAPE THE TOP CORNERS AND CENTER TO THE EXTERIOR WRB SURFACE ABOVE.

SEAL THE WINDOW FRAME TO OPENING. APPLY A ⅜" NOM. DIA. TO THE BACKSIDE (INTERIOR) OF THE WINDOW FLANGE, IN LINE WITH ANY PRE-PUNCHED HOLES OR SLOTS.

5 JAMB FLASHING

APPLY CONT. SEAL TO THE MOUNTING FLANGES AT THE TOP (HEAD) AND SIDES (JAMBS) OF WINDOW. EXTEND SEALANT AT JAMBS 8 ½" ABOVE THE R.O. AT HEAD. EMBED JAMB FLASHING INTO SEALANT AND FASTEN IN PLACE. (FLASHING GOES OVER SEALANT).

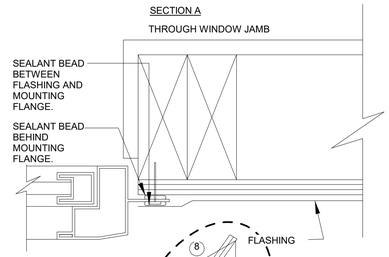


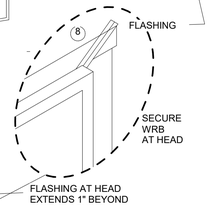
SHIM AND ADJUST WINDOW TO ACHIEVE SQUARE, PLUMB, AND LEVEL CONDITION. USE CORROSION RESISTANT FASTENERS. FASTEN WINDOWS PER WINDOW MANUFACTURER SPECIFICATIONS.

** WEATHER RESITIVE BARRIER (WRB) APPLIED PRIOR TO THE WINDOW INSTALLATION. FLASHING APPLIED OVER THE FACE OF THE MOUNTING FLANGE.

SECTION A

THROUGH WINDOW JAMB





FLASHING AT HEAD EXTENDS 1" BEYOND JAMB FLASHING.

7 HEAD FLASHING

EMBED BOTTOM OF THE HEAD FLASHING AGAINST THE PREVIOUSLY APPLIED SEALANT (FLASHING GOES OVER SEALANT). EXTEND HEAD FLASHING BEYOND EACH JAMB FLASHING, FASTEN IN PLACE.

2 WINDOW FLASHING
3/8" = 1'-0"

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dennis@3sdesignstudio.net

No.	Description	Date

PULLAN

PULLAN RESIDENCE

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FERNANDINA BEACH, FL. 32034

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FLASHING DETAILS

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A9

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1 LEFT ELEVATION
1/4" = 1'-0"



2 RIGHT ELEVATION
1/4" = 1'-0"

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No.	Description	Date
1	PERMIT SET	8/9/24

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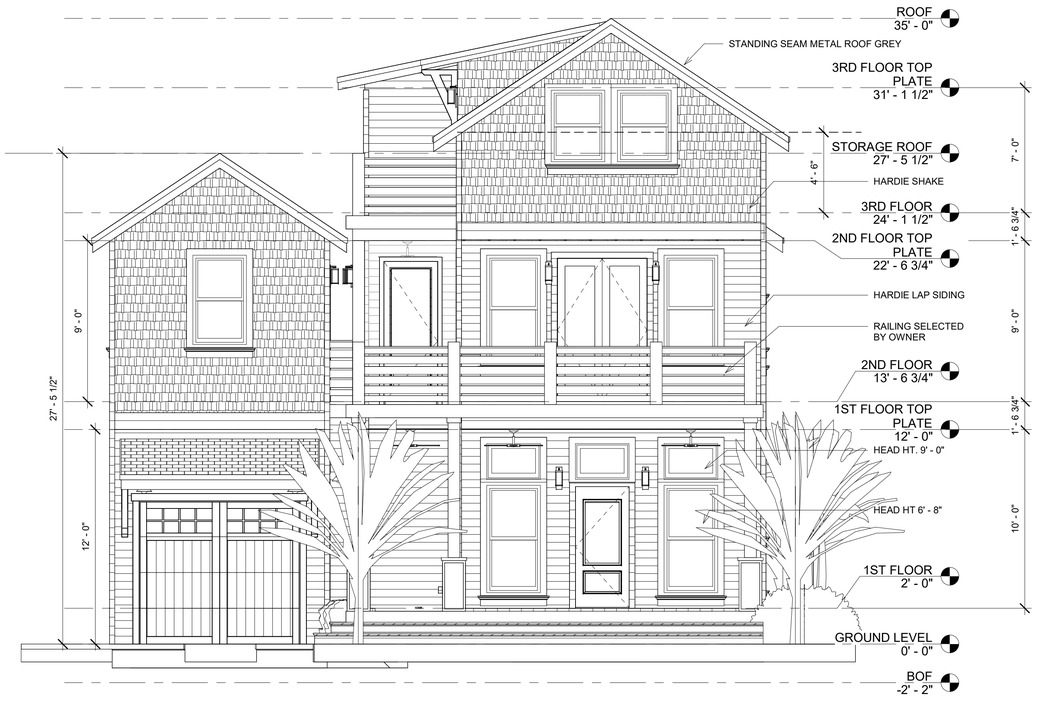
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ELEVATIONS

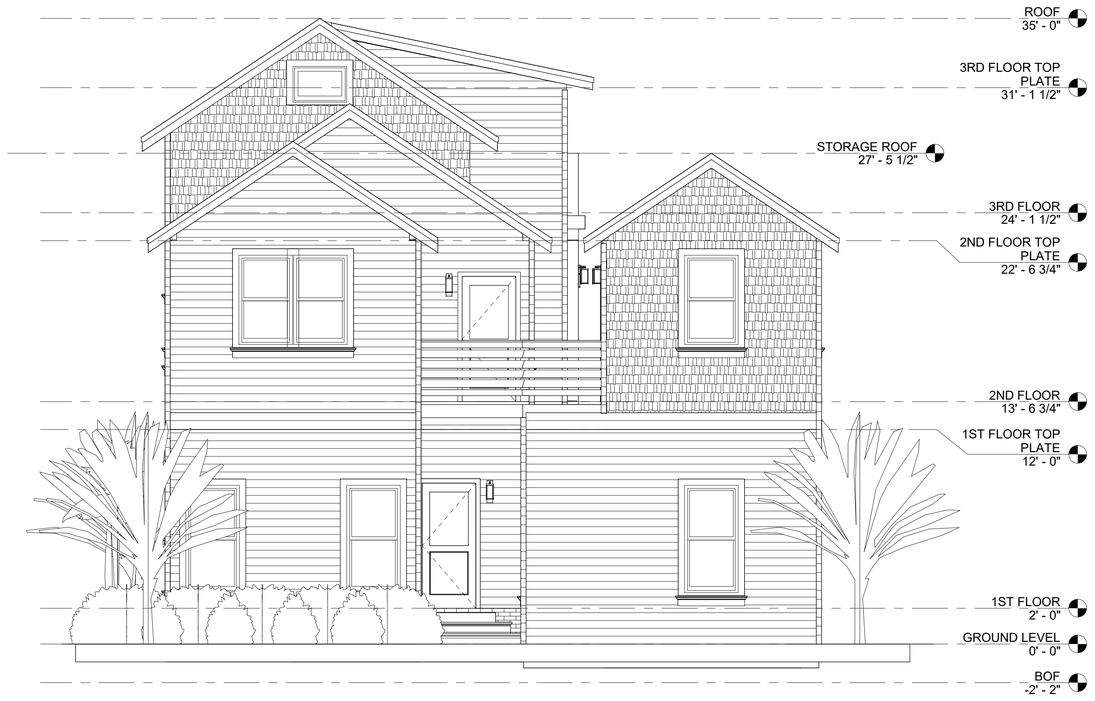
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2 FRONT ELEVATION
1/4" = 1'-0"



1 REAR ELEVATION
1/4" = 1'-0"

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No.	Description	Date

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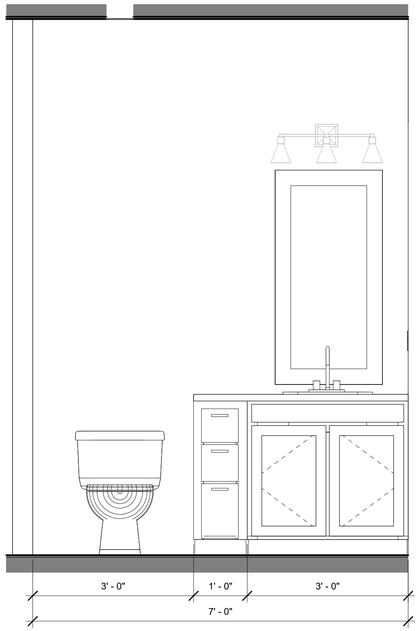
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ELEVATIONS

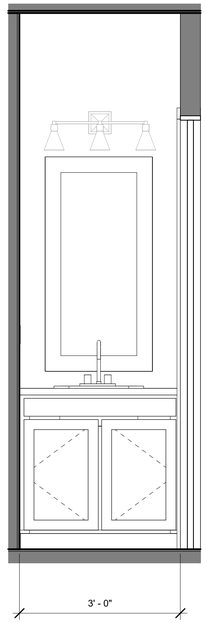
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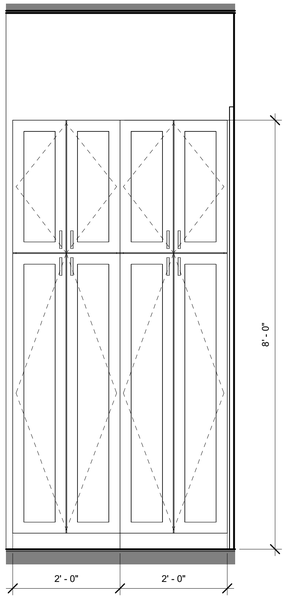
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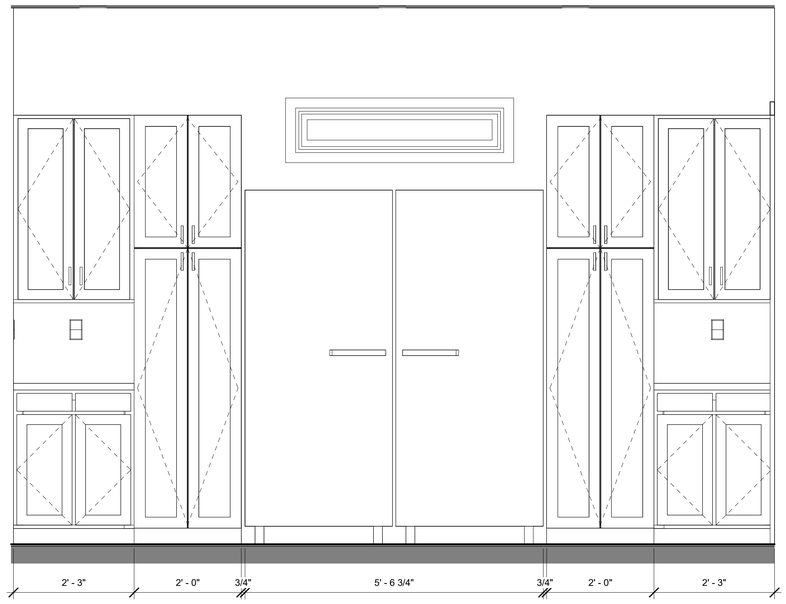
1 BATH 1 ELEVATION
3/4" = 1'-0"



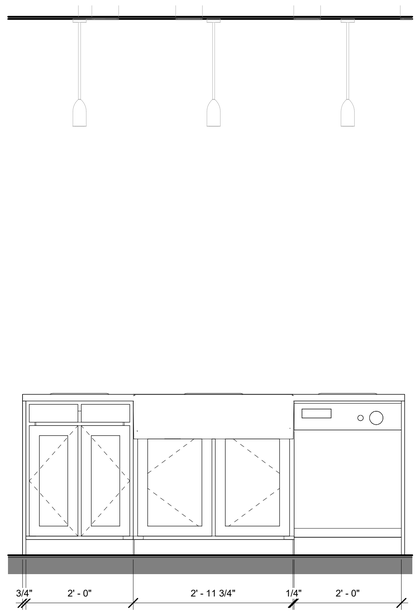
7 POWDER ELEVATION
3/4" = 1'-0"



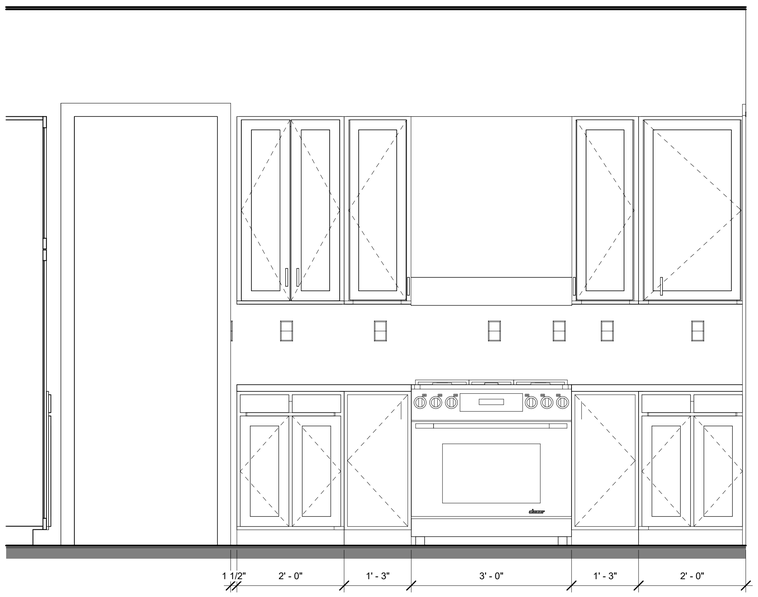
5 HALL 1 ELEVATION
3/4" = 1'-0"



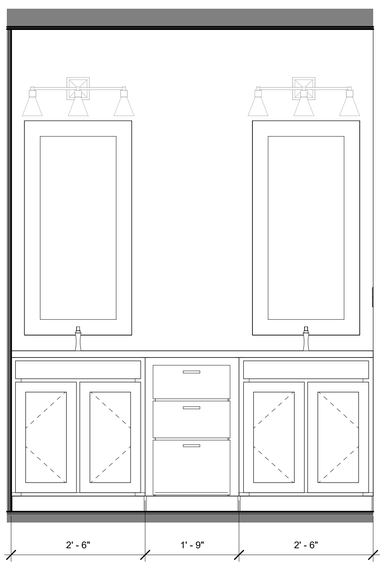
4 FRIDGE ELEVATION
3/4" = 1'-0"



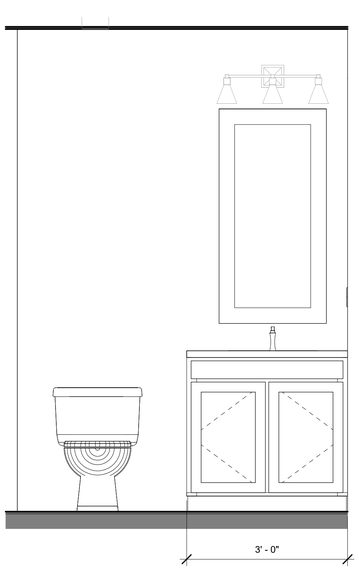
9 SINK ISLAND ELEVATION
3/4" = 1'-0"



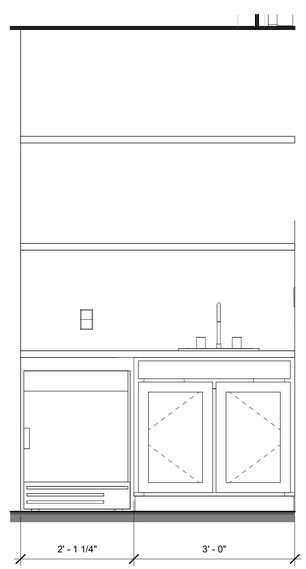
8 RANGE ELEVATION
3/4" = 1'-0"



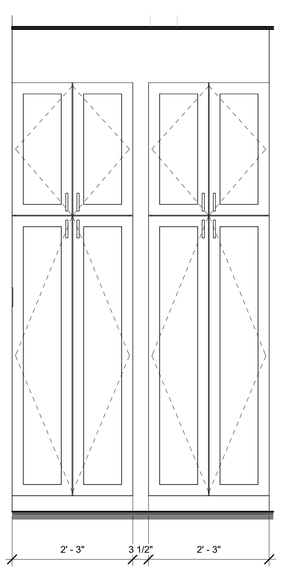
6 MASTER BATH ELEVATION
3/4" = 1'-0"



3 BATH 2 ELEVATION
3/4" = 1'-0"



2 BAR ELEVATION
3/4" = 1'-0"



10 SITTING ROOM TALL CABINETS
3/4" = 1'-0"

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No.	Description	Date

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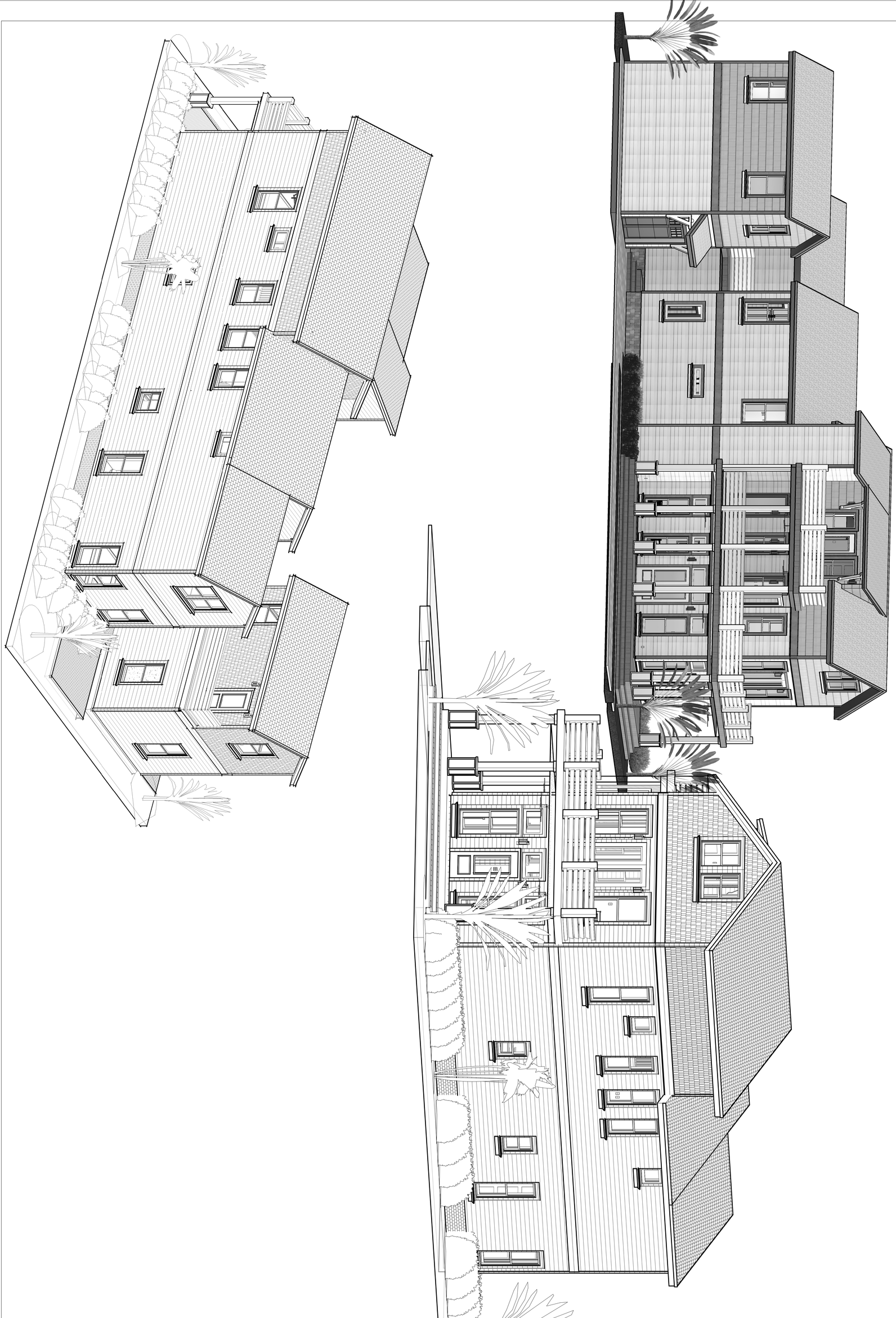
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INTERIOR ELEVATIONS

A12

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PERSPECTIVES

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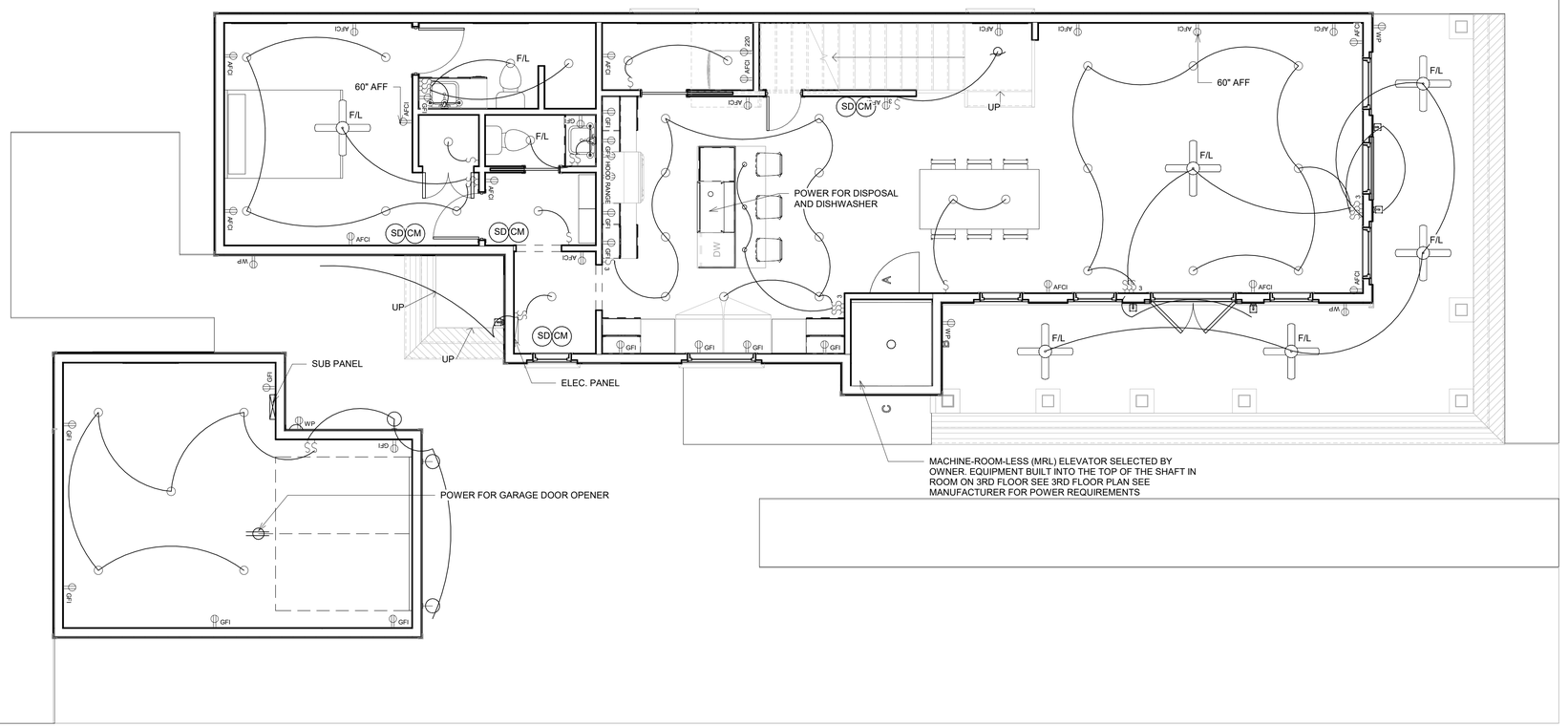
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2 1ST FLOOR - ELEC. PLAN
1/4" = 1'-0"

ELECTRICAL SYMBOLS LEGEND

- SINGLE AFCI OUTLET
- SINGLE AFCI DUPLEX OUTLET
- SINGLE GFI DUPLEX OUTLET
- SINGLE AFCI DUPLEX OUTLET UNDER COUNTER
- SINGLE EXTERIOR WEATHER PROOF GFCI DUPLEX OUTLET
- 220V SINGLE OUTLET
- SINGLE POLE LIGHT SWITCH
- 3 WAY LIGHT SWITCH
- SINGLE POLE LIGHT DIMMER
- THERMOSTAT MTD. @ 60" AFF
- SINGLE TEL/DATA (CAT 5) ETHERNET PORT
- SINGLE TEL (CAT 5) TELEPHONE PORT
- SINGLE CATV (QUAD SHIELD RG-6) CABLE/SAT PORT
- ELEC. PANEL
- SINGLE SECURITY OR TEL/COMM MEDIA HUB PANEL 60" AFF TO CENTERLINE
- 6" DIA. WALL WASHER LIGHT FIXTURE W/WHITE BAFFLE TRIM
- 6" DIA. WALL WASHER LIGHT AND FAN FIXTURE W/WHITE BAFFLE TRIM
- CEILING MOUNTED JUNCTION BOX TO RECEIVE CEILING MOUNTED LIGHT FIXTURE, AS SELECTED BY THE OWNER
- UNDER CABINET ACCENT LIGHTING SELECTED BY OWNER
- WALL SCONCE MTD. 7'-0" AFF U.O.N. - VIF FINAL HGT WITH BATH ACCESSORIES
- PENDANT LIGHT FIXTURE SELECTED BY OWNER
- 52" DIA. FAN/LIGHT COMBO SELECTED BY OWNER - LIGHT AND FAN SWITCH WITH LUTRON SKYLARK 3 SPEEN FAN LIGHT SWITCH
- SMOKE DETECTOR - CEILING MOUNTED
- SMOKE/CARBON MONOXIDE DECTECTOR - CEILING MTD.
- MECH. AC CONDENSING UNIT

ELECTRICAL NOTES:

1.) PROVIDE SMOKE DETECTORS IN ALL BEDROOMS MOUNTED TO THE CEILING PER CODE.

2.) PROVIDE (1) CARBON MONOXIDE/SMOKE DETECTOR PER CODE FOR EACH SLEEPING AREA PER FLOOR.

3.) ALL ELECTRICAL OUTLETS, PLUGS, SWITCHES, ETC TO BE WHITE.

4.) ALL SWITCHES TO BE LUTRON DECOR TYPE SWITCHES TYPICAL.

5.) WIRE ALL CEILING FANS FOR FAN LIGHT COMBO WITH MULTI SPEED COMBO LUTRON SKYLARK SWITHES OR APPROVED EQUAL.

6.) INSTALL ALL SWITCHED OUTLETS UPSIDE DOWN FOR INDENTIFICATION.

7.) ELECTRICAL SUBCONTRACTOR SHALL PROVIDE UNDERGROUND CONDUIT WITH SERVICE AS REQUIRED TO CONNECT POWER TO THE HOUSE WITH THE ELECTRICAL UTILITY COMPANY.

8.) ELECTRICAL CONTRACTOR TO INSTALL ALL ELECTRICAL FIXTURES, INCLUDING CEILING FANS AS SELECTED BY THE OWNER.

9.) ALL ELECTRICAL WORK SHALL BE INSTALLED AND COMPLETED PER THE FLORIDA BUILDING CODE AND NATIONAL ELECTRICA CODE.

10.) ALL RECESSED CANS SHALL ALIGN PER THE PLANS - REFER TO THE REFLECTED CEILING PLAN FOR ADDITIONAL INFORMATION.

11.) ALL BATHROOM EXHAUST FANS SHALL BE RECESSED FAN/LIGHT COMBO UNITS EXHAUSTED TO THE EXTERIOR AND FURNISHED BY THE ELECTRICAL CONTRACTOR.

12.) ALL INTERIOR WALL OUTLETS ARE TO BE TAMPERPROOF PER CODE AND MOUNTED AT 18" AFF UNLESS OTHERWISE NOTED.

13.) ALL WALL SCONCES TO BE MOUNTED AT 7'-0" AFF UNLESS OTHERWISE NOTED.

14.) ALL INTERIOR PENDANT FIXTURES TO BE MOUNTED AT 7'-0" UNLESS OTHERWISE NOTED.

15.) ALL FINAL LIGHT LOCATIONS SHALL BE FIELD VERIFIED BY THE OWNER PRIOR TO INSTALLATION.

MECHANICAL NOTES:

1.) PROVIDE 7 DAY PROGRAMABLE DIGITAL THERMOSTAT FOR EACH ZONE.

2.) EXHAUST ALL BATHROOM AND EXHAUST FANS TO EXTERIOR WALLS OR SOFFITS ONLY - NO ROOF VENTS.

3.) PROVIDE TRANE OR EQUAL 20 SEER MINIMUM HVAC SYSTEM WITH THREE ZONES (2 ZONES ON 1ST FLOOR AND 1 ZONE ON 2ND FLOOR).

4.) ALL HABITABLE ROOMS TO RECEIVE BOTH SUPPLY AND RETURNS TYPICAL.

5.) LOCATE AIR HANDLER IN DESIGNATED CLOSET.

6.) ALL SUPPLY, RETURN AND EXHAUST GRILLES TO BE WHITE EXCEPT IN THE HAMMERED TIN KITCHEN CEILING WHERE THE GRILLS TO BE SILVER TO MATCH THE CEILING FINISH.

7.) KITCHEN EXHAST HOOD TO BE EXHAUSTED TO THE EXTERIOR.

8.) REFER TO ENERGY CALCULATIONS FOR ADDITIONAL INFORMATION.

PLUMBING NOTES:

1.) ALL SUPPLY LINES TO BE CPVC PER CODE.

2.) DOMESTIC WATER METER SHALL BE 1" WITH SUPPLY LINE.

3.) PLUMBING CONTRACTOR TO INSTALL ALL PLUMBING FIXTURES AS SELECTED BY OWNER.

4.) PLUMBING CONTRACTOR TO INSTALL ALL SHOWER PANS WITH SQUARE DRAIN TRIM UNLESS NOTED OTHERWISE.

5.) ALL EXTERIOR HOSE BIBBS TO BE BRASS WITH EXTERIOR MOUNTING FLANGES SECURED TO THE EXTERIOR ENVELOPE.

6.) PLUMBING CONCTRACTOR TO CONNECT ALL SEWER AND WATER SUPPLY TO METERS AND SEWER PODS.

ELECTRICAL NOTES

LOCATION OF ELECTRICAL OUTLETS ARE A RERESENTATION ONLY.
OULETS WILL BE LOCATED PER LOCAL BUILDING CODE

PROVIDE AFCI (ARC FAULT CIRCUT INTERRUPTERS)
IN ALL DWELLING UNIT BEDROOMS PER NEC ARTICLE 210-12)

ALL INSIDE AND OUTSIDE FIXED LIGHTS HAVE CLF/LED LAMPS.

THE REQUIRED GFCI OUTLETS (DWELLING UNITS) BATHROOMS, KITCHEN COUNTERTOPS, OUTLETS WITHIN 6 FT. OF LAUNDRY, UTILITY WET BAR SINKS, ACCORDING TO NEC 210.

FOR ATTICS, PROVIDE AT LEAST ONE LIGHTING OUTLET CONTAINING A SWITCH OR CONTROLED BY A SWITCH SHALL BE INSTALLED. AT LEAST ONE POINT OF CONTROL SHALL BE AT THE USUAL POINT OF ENTRY TO THESE SPACES NEC 210.70(A) (3)

AFCI PROTECTION - 210.12 (B) DWELLINGUNITS. ALL 120 VOLT, SINGLE PHASE, 15 AND 20 AMP BRANCH CIRCUITS SUPPLING OUTLETS INSTALLED IN DWELLING UNITS, FAMILY ROOMS, DINING ROOMS, LIVING ROOMS, PARLORS, LIBRARIES, DENS, BEDROOMS, SUNROOMS, RECREATION ROOMS, CLOSETS, HALLWAYS, OR SIMILAR ROOMS OR AREAS SHALL BE PROTECTED BY A LISTED AFCI, COMBINATION TYPE, INSTALLED TO PROVIDE PROTECTION OF THE BRANCH CIRCUIT FBC R E3902.16.

ALL OUTLETS ARE TAMPER RESISTANT.

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No.	Description	Date
1	PERMIT SET	8/9/24

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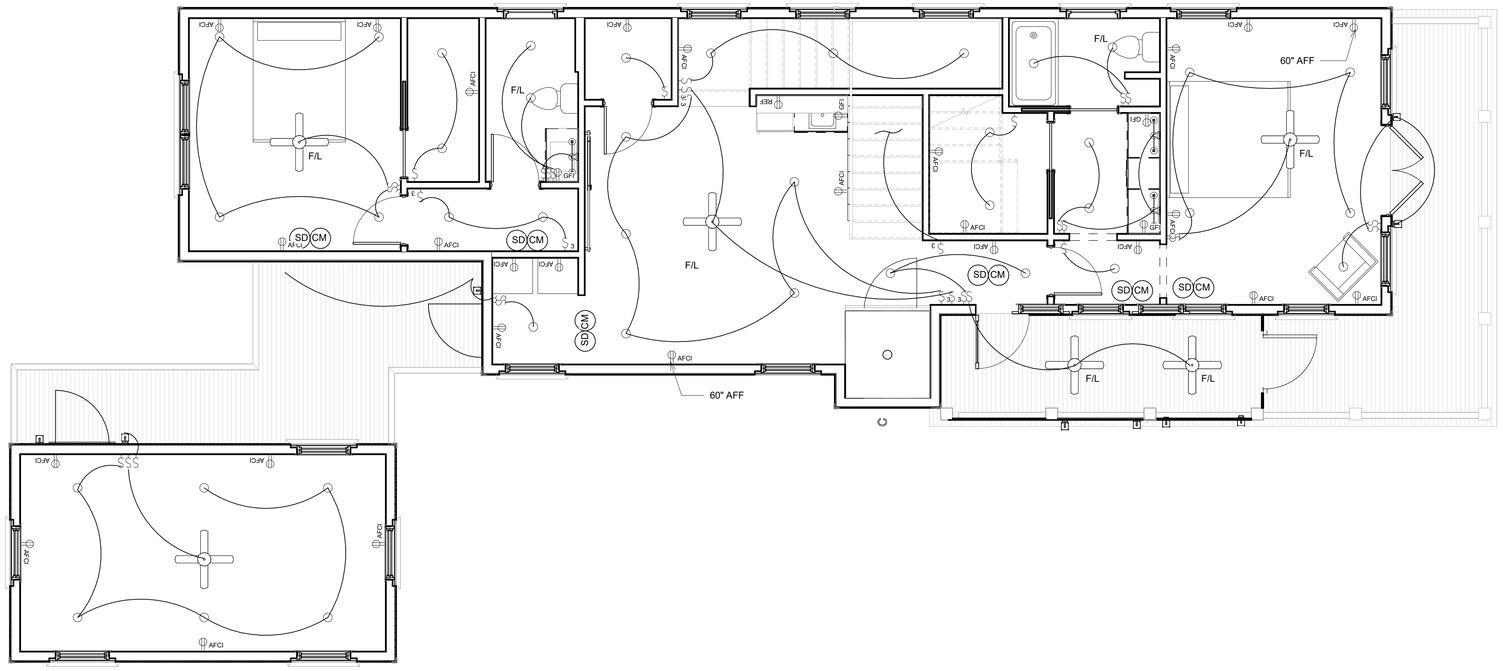
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1ST FLOOR ELEC. PLANS

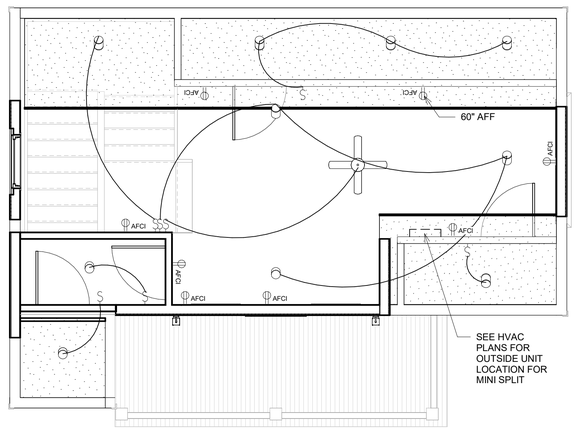
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1 2ND FLOOR ELEC. PLAN
1/4" = 1'-0"



2 3RD FLOOR ELEC. PLAN
1/4" = 1'-0"

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No.	Description	Date

PULLAN

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2ND & 3RD FLOOR ELEC PLAN

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Date	3/5/26
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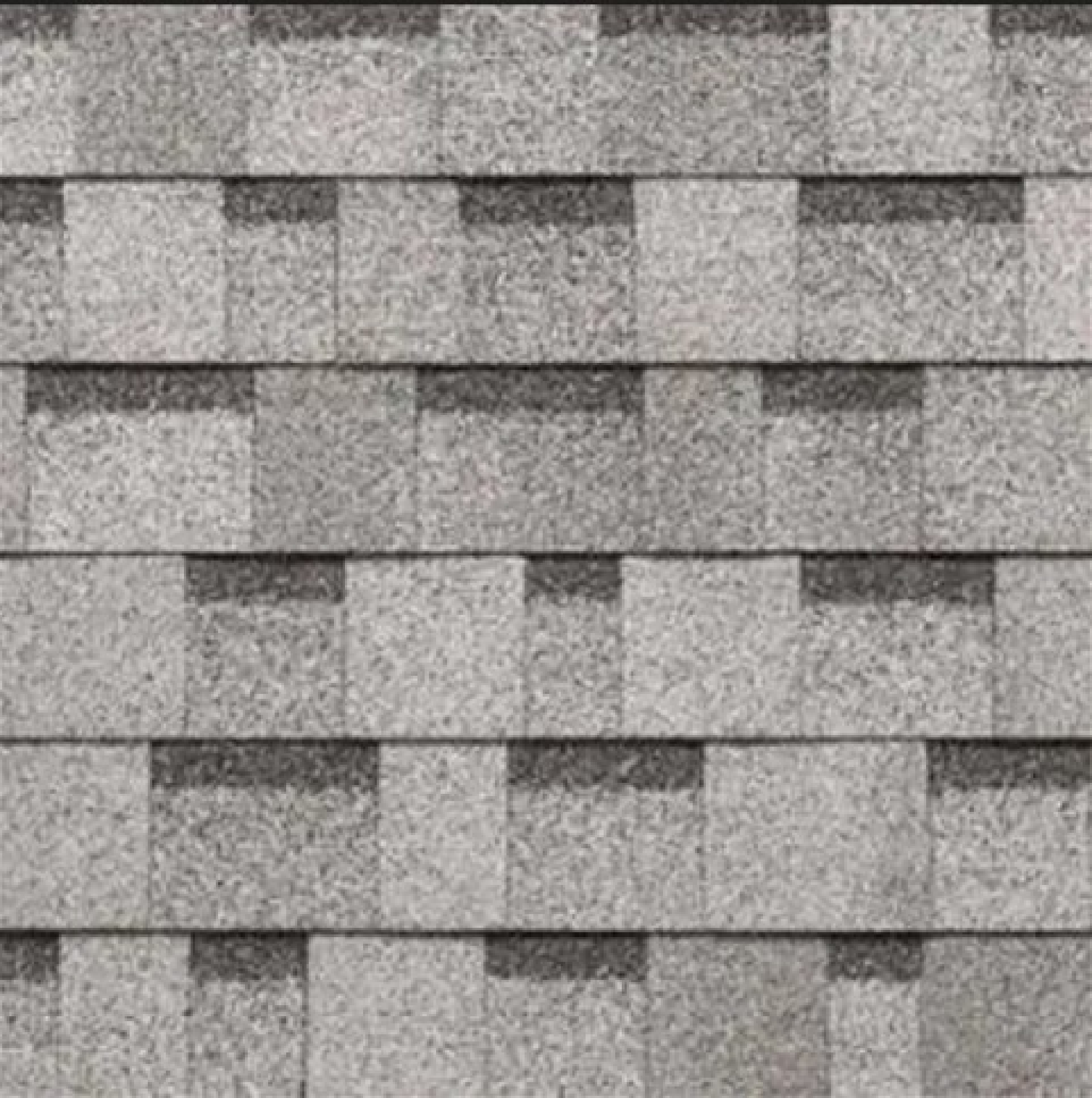












Autumn Cedar

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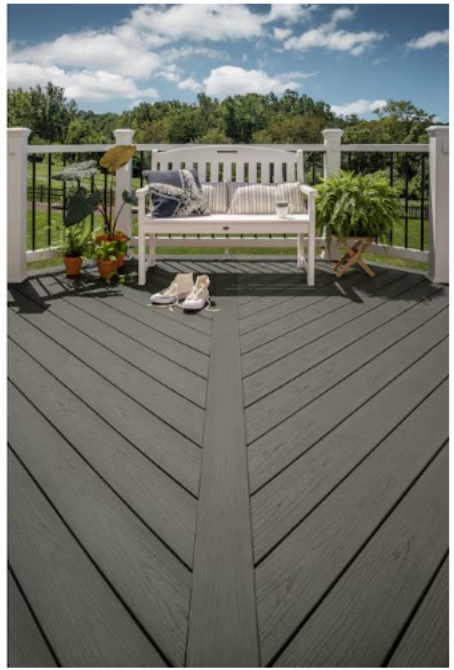
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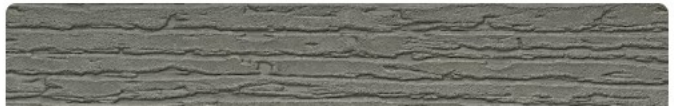
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Valspar

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HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2026-0012
May 21, 2026

Owner/Applicant:	Jimmy Bagley from Bagley Construction Co., Inc. agent for Citizens State Bank
Property Address:	715 Centre Street
Parcel ID #	00-00-31-1800-0043-0010
Current zoning:	C-3
FLUM land use category:	Central Business District
Existing uses on the site:	Financial Building
FL Master Site File #	N/A
Year Built:	1979
Contributing Status:	Non-contributing
Requested actions:	Certificate of Approval (COA) to repair the front walkway and drive-through area, including the removal of the brick planter, existing curbing, and damaged sidewalk sections, and installation of new sidewalk, curbing, and drive-through island.

All required application materials have been received. All fees have been paid. All required notices have been made.

715 Centre Street



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is seeking **final** approval to make repairs and upgrades to the drive-through areas as well as the front walkway at the Pineland Bank location on the corner of Centre Street and S 8th Street. Per the project description, the lanes for the driveway will be expanded, the brick planter will be replaced with a curb level, brick wall. This application was required to be heard by the HDC since the project lies within the Downtown Historic District and involves major changes to the exterior appearance of the structure. There is no Florida Master Site File for this property as it was constructed in 1979.

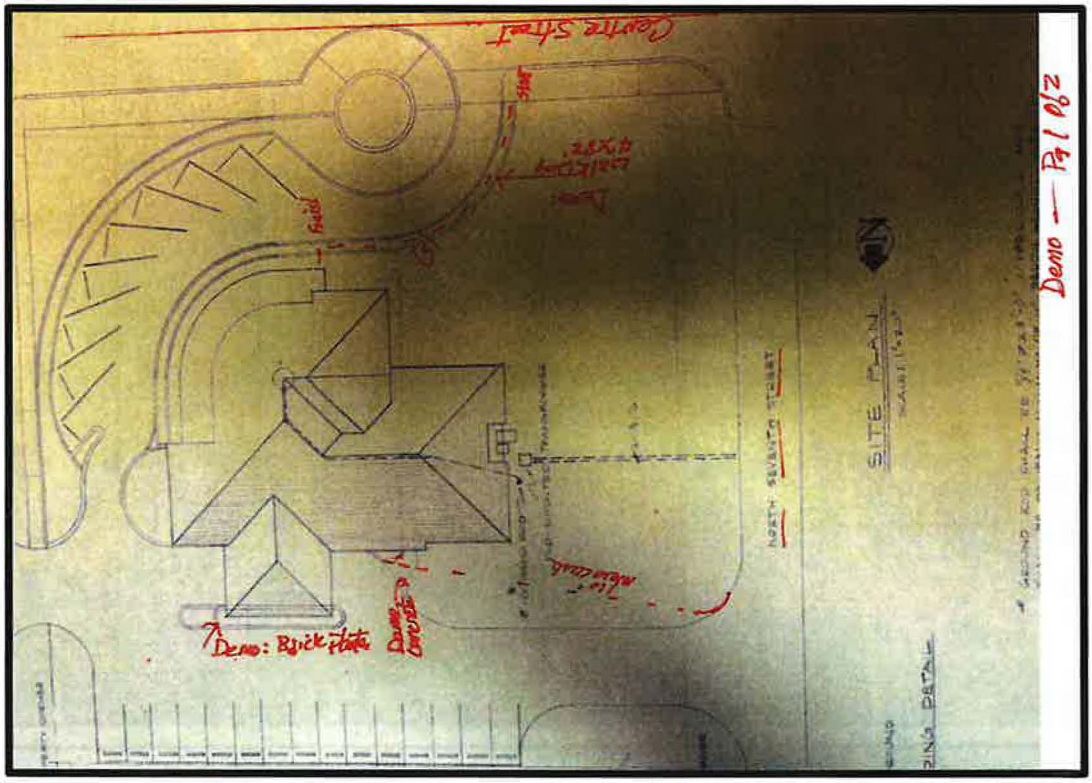
The project description was further broken down in the application as follows:
Repairs to front walkways, drive through island, and curbing.

*Remove existing curbs including brick planter curb (pictures attached)
*Removed damaged sidewalk sections
*Install new sidewalk as noted on site plan. Start at city walk and at teller window area
*Install new island curb. See reference drawing attached
*Install new curb where brick planter is removed. (See pictures attached)
*Install new concrete curb from point A on N. 7th Street to point B near drive through inside lane exit as noted on site plan.
*Fill in existing asphalt edge to new curb as noted on site plan

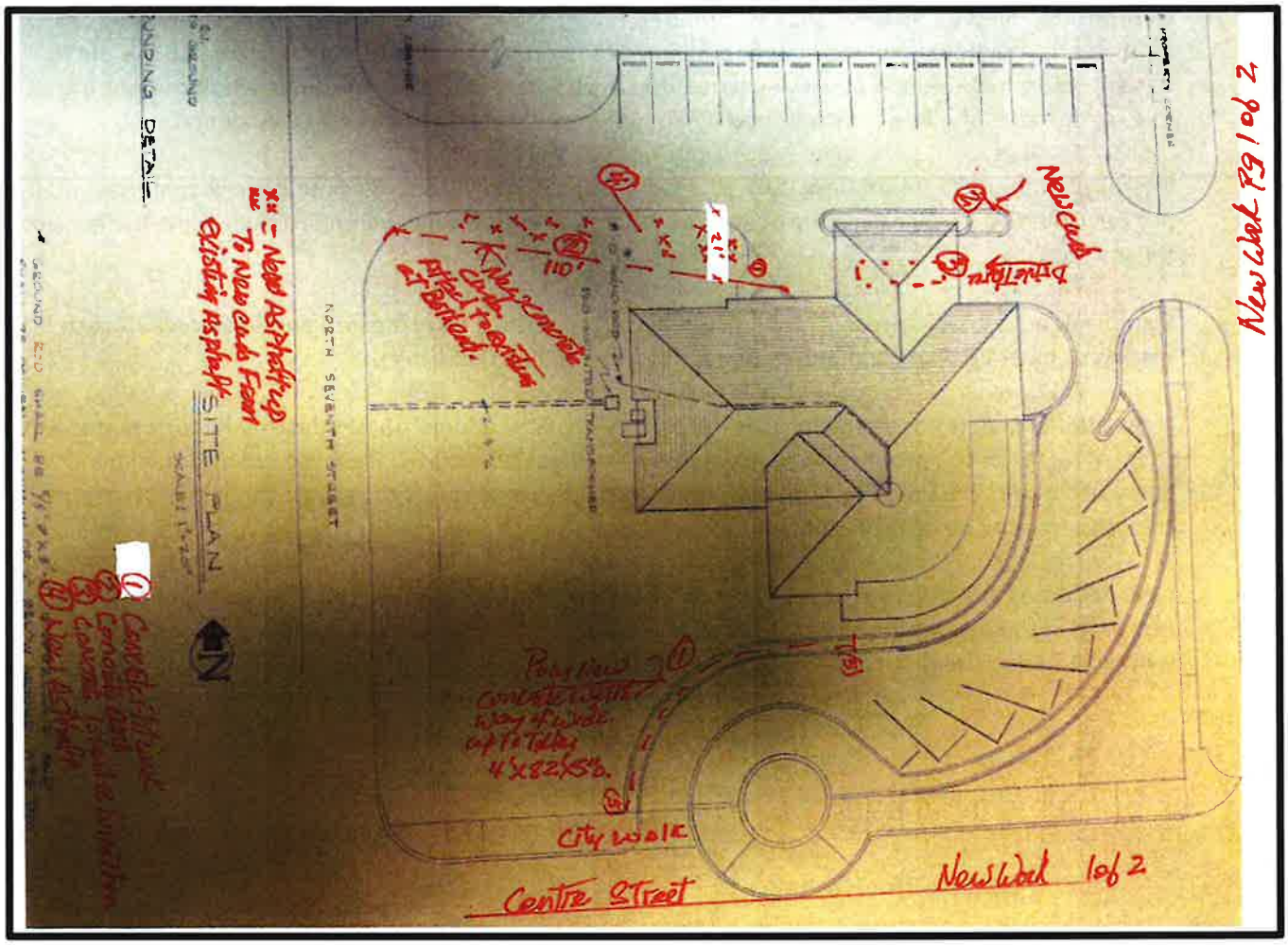
NOTES:
All work is repairs to curbs adjoining asphalt and concrete walkway.

The agenda packet contains multiple plan drawings which cover the demolition plan, proposed new work plan, and photos of the existing site. The brick wall/planter proposed to be demolished contains Asparagus Fern, an invasive plant to this region. The removal of the planter will eliminate this ecological concern which benefits Downtown.

Demolition Site Plan



New Work Site Plan



APPLICABLE GUIDELINES:

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE

CITY OF FERNANDINA BEACH HISTORIC DOWNTOWN DESIGN GUIDLINES

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

1. **A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
2. **The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
3. **Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
4. **Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
5. **Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.**

Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐

6. **Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.**

   Findings: Complies ☒ Does not Comply ☐ N/A ☐

7. **Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.**

   Findings: Complies ☒ Does not Comply ☐ N/A ☐

8. **Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.**

   Findings: Complies ☐ Does not Comply ☐ N/A ☒

9. **New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.**

   Findings: Complies ☒ Does not Comply ☐ N/A ☐

10. **New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**

    Findings: Complies ☒ Does not Comply ☐ N/A ☐

ANALYSIS:

PROPOSED MATERIALS		
	Type/Material/Brand	**Color**
Curbing	Brick and concrete where stated on site plan	Match existing
Drive aisles	Asphalt	Match existing
Sidewalk	Concrete	Match existing

Site Plan –

The site plan is conducive to the unique location of Centre Street and S 8th Street. Although new banks with drive-through facilities are required to have space to accommodate 8-12 vehicles, this facility already exists and is permitted to remain as a legal nonconforming element of the property.

The sidewalks providing pedestrian access to the bank will be removed and repaired to 5 feet wide, the city standard for public sidewalks. The removal of a section of the grass area to allow for more straight forward vehicular circulation is appropriate and is permitted under up to 100% lot coverage for properties in the C-3 zoning district.

Elevations –

The elevations on the front of the building will remain the same. The only change on the elevation will be the elimination of the brick planter on the rear façade, since the planter reduces visibility in the parking lot, and houses an invasive species of plant that is extremely hard to remove.

STAFF RECOMMENDATION:

Staff finds that the requested action, as presented, is consistent with the Comprehensive Plan, the Land Development Code, the Secretary of Interior Standards, and the Downtown Historic District Design Guidelines.

Staff recommendation:

FINAL Approval of HDC 2026-0012

MOTION TO CONSIDER:

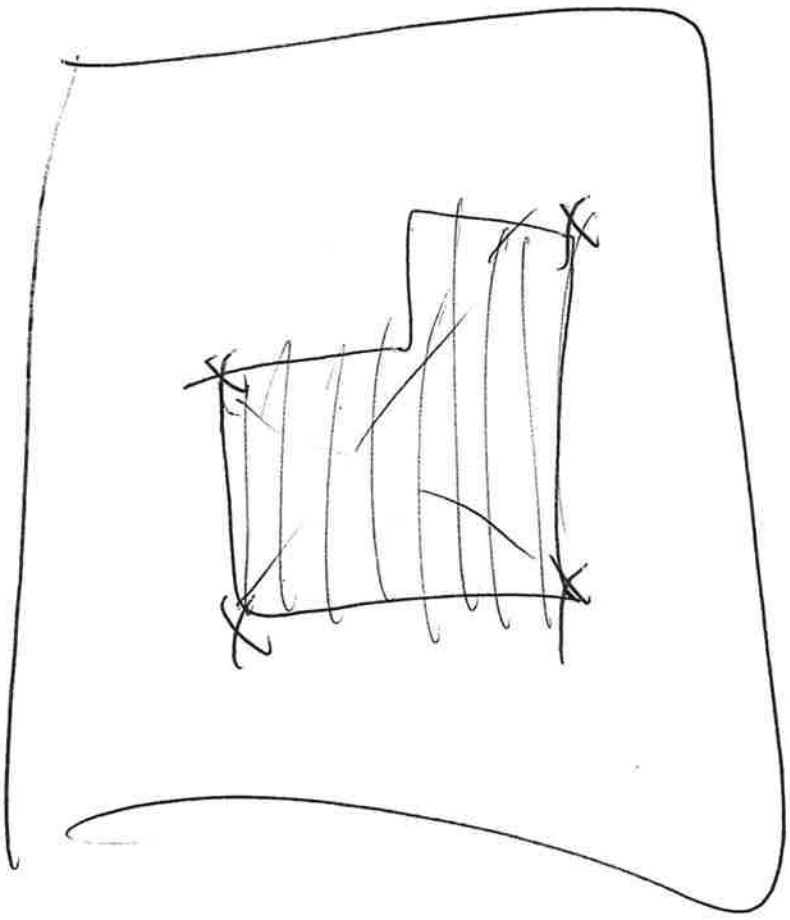
I move to **approve or deny** case number HDC 2026-0012 **with or without** conditions;

AND I move that the HDC make the following findings of fact and conclusions of law part of the record:

That HDC case HDC 2026-0012, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Historic Downtown Fernandina Beach Design Guidelines to warrant FINAL approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 **HDC 2026-0012 Application and Backup Materials**



Mackennah Tarmey

From: noreply@civicplus.com
Sent: Wednesday, April 8, 2026 1:56 PM
To: Planning Info
Subject: Online Form Submittal: Historic District Council (HDC) Certificate of Approval (COA) Application

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender, were expecting this email, and know the content is safe.

Historic District Council (HDC) Certificate of Approval (COA) Application

HISTORIC DISTRICT COUNCIL (HDC): CERTIFICATE OF APPROVAL (COA) APPLICATION

USE THIS FORM TO Apply for BOARD approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA) AND STAFF-LEVEL review for EXTERIOR PAINT and INSTLLATION OF PERVIOUS PAVERS projects ONLY.

NOTE: All other STAFF-LEVEL approvals (i.e, fence, right-of-way, roof) and smaller STAFF-LEVEL project reviews can be submitted with your building permit where reviews will be performed and cost will be assessed simultaneously.

Fees	Certificate of Approval (COA): Board Review - Commercial/Multi-Family/2 or more Residential Units/Mixed Use $400

Basis for Review

All applications, whether Staff or Board review, are reviewed for consistency with the City of Fernandina Beach Comprehensive Plan, Land Development Code, and applicable guidelines such as the Downtown Historic District Design Guidelines, Old Town Fernandina Preservation and Development Guidelines, and the Community Redevelopment Area (CRA) Design Guidelines. Guidelines for the Historic Districts are based on the U.S. Secretary of the Interior's Standards for Rehabilitation.

IMPORTANT NOTES

Conceptual Approvals

Conceptual approvals are provided by the HDC as a courtesy to the applicant in an effort to allow comment from the Historic District Council and citizens during the

conceptual design process. The HDC will provide the applicant with feedback and guidance relating to the proposal and take a vote to indicate whether the board feels the proposal is adequately appropriate to proceed. In all cases, the applicant must return to the HDC to seek final approval of their projects. There is no additional fee for this review above the Certificate of Approval fee.

Pre-Application Meeting

To guide you through the process and to ensure that your application is properly processed, you'll need to meet with the Preservation Planner prior to submitting your application. The application must be submitted at least 42 days before the scheduled meeting to allow time for review. Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, right-of-way, or zoning permit (if required).

Application Requirements	A complete/ signed application;, Photographs of the existing site and existing buildings if any, including views from the street;, If applying as an agent, Owner's Authorization for Agent Representation form must be signed/ notarized and submitted as part of the application;
Please see the Land Development Code (LDC) for detailed information:	*Field not completed.*
The LDC is Available for Review at	www.fbfl.us/LDC

Appeals
An applicant may appeal the HDC's decision for variances to a court of record as outlined in LDC Section 10.02.04(D). The petition shall be presented to within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

PROJECT TYPE	Repair
APPROVAL TYPE	Board Approval: Final
Have you met with a planner for a pre-application meeting?	Yes
What was the date of your pre-application meeting?	3/23/2026

Color	*Field not completed.*
DOORS	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
WINDOWS	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
ROOFING	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
FASCIA/TRIM	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
FOUNDATION	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
SHUTTERS	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
PORCH/DECK	

Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
FENCING	
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Product Description	*Field not completed.*
Color	*Field not completed.*
DRIVEWAYS/SIDEWALKS	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
SIGNAGE	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
OTHER	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
Please upload supplemental documentation and all product brochures, paint color samples, etc.	
Upload 1	Pineland Bank Fernandina Beach, FL20260401_12003767 (4).pdf
Upload 2	Owner reprensenting form20260408_13474959.pdf
Upload 3	*Field not completed.*
Upload 4	*Field not completed.*
Upload 5	*Field not completed.*

Upload 6	*Field not completed.*
Upload 7	*Field not completed.*
Upload 8	*Field not completed.*
Upload 9	*Field not completed.*
Upload 10	*Field not completed.*
Upload 11	*Field not completed.*
Upload 12	*Field not completed.*
Certification	By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. , I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:, I AGREE THAT A POSTING NOTICE WILL BE INSTALLED ON THE PROPERTY(IES) IN QUESTION AND THAT SAID SIGN WILL ONLY BE REMOVED BY STAFF AFTER THE MEETING OR BROUGHT BACK TO CITY HALL BY APPLICANT.

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.

2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.

3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City’s website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.

7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not

been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.

8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

9. I/We understand that Certificates of Approval are only valid for one (1) year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

10. I/We understand that the City Staff will install a Notice of Hearing sign on the property 14 days before the scheduled heating and that the sign must only be removed after the hearing by City Staff, unless, the applicant or property owner brings the Notice of Hearing back to City Hall.

Applicant First Name	Jim
Applicant Last Name	Bagley
Today's Date	3/24/2026

DEPARTMENT OF PLANNING & CONSERVATION

204 Ash Street | Fernandina Beach Florida 32034 |Contact: Mia Sadler at 904 310-3488 | www.fbfl.us/planning

Please make sure to disable pop-up blocker in order to submit.

Email not displaying correctly? View it in your browser.




PINELAND
BANK

RE: Certificate of Approval Application

From: Mackennah Tarmey (mtarmey@fbfl.city)

To: bagleyconstructionco@yahoo.com

Cc: msadler@fbfl.city

Date: Tuesday, March 31, 2026 at 10:44 AM EDT

Good morning,

Thank you for taking my call earlier and for your understanding of the Historic District approval process.

To apply for the HDC Board meeting, please follow this link and select: "Certificate of Approval (COA): Board Review - Commercial/Multi-Family/2 or more Residential Units/Mixed Use $400"
https://www.fbfl.us/FormCenter/Planning-Conservation-15/Historic-District-Council-HDC-Certificat-166

Please provide as many application materials as possible. The Board will be looking for items such as elevations, renderings, and any drawings that illustrate your proposed project.

Once your application is reviewed and a Certificate of Approval is issued by the HDC, you may then proceed with applying for a building permit.

If you have any questions or would like to schedule a pre-application meeting with our Historic District liaison, Mia Sadler, I would be happy to assist. While not required, these meetings are recommended.

Thank you,

Mackennah Tarmey
Planning Technician
City of Fernandina Beach
204 Ash Street
Fernandina Beach, Florida 32034
(904) 310-3480 | MTarmey@fbfl.city
www.fbfl.us

If this email is related to the Board, Committee or Commission that you serve on, please DO NOT REPLY TO ALL.

Disclaimer: According to Florida Public Records Law, email correspondence to and from the City of Fernandina Beach, including email addresses and other personal information, is public record and must be made available to the public and media upon request, unless otherwise exempted by the Public Records Law. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

From:

Pine Land Bank

715 Centre Street

Fernandina Beach, FL

To:

Historic District Council

Request for Approval of Repairs

We are submitting a formal request to the Historic District Council for approval to make repairs and upgrades to the drive-thru area, as well as the front walkway, at Pine Land Bank located at 715 Centre Street, Fernandina Beach, Florida.

Drive-Thru Area

The primary objective of the proposed work in the drive-thru area is to improve accessibility, making it easier for customers to enter and exit.

Currently, each drive-thru lane is 94 inches wide. After the repairs, the lanes are expected to be widened to 108 inches each. The only change in appearance will be the brick retaining wall, which will be lowered to curb height.

At the inside exit lane, the curb will be widened and straightened to facilitate easier vehicle exits. The new curb will extend from the inside exit lane to the curb at 7th Street. The asphalt will be connected from the new curb to the existing asphalt.

The center island, which has sustained significant damage, will be repoured to a width of 20 inches, following specifications provided by Hamilton Air. The appearance of the center island will remain the same as before, but it will be newly constructed.

Sidewalk

The front sidewalk, as referenced on the site plan, will be repaired or replaced as needed. There are areas where the sidewalk has become hazardous, and these will be fixed. The sidewalk will maintain its current appearance, with the only difference being that it will be new.

Supporting Documents

Attached to this request are the site plan, drawings, and sketches that reference the proposed work. These documents provide additional details and visual context for the repairs and upgrades we are seeking approval for.

Thanks for your consideration.

Best regards ,

Jim Bagley

Index:

(1) Bagley Construction Cover page
(2) Site plan for Pineland Bank reference page
(3) Site Plan Drawing
(4) Demo page 1 of 2
(5) Demo page 2 of 2
(6) New Work page 1 of 2
(7) New Work Page 2 of 2
(8) Reference picture outside of drive thru
(9) Reference picture entry to drive thru
(10) New island at drive thru
(11) Picture after work at drive thru complete

Pineland Bank

C/O Bagley Construction Co., Inc.

Jimmy Bagley

230 Ga Highway 64

Alma, Ga 31510

Cell# 912-221-1175

To: City of Fernandina Beach C/O

MacKennah Tarmey

204 Ash Street

Fernandina Beach Fl.

Date: March 23, 2026

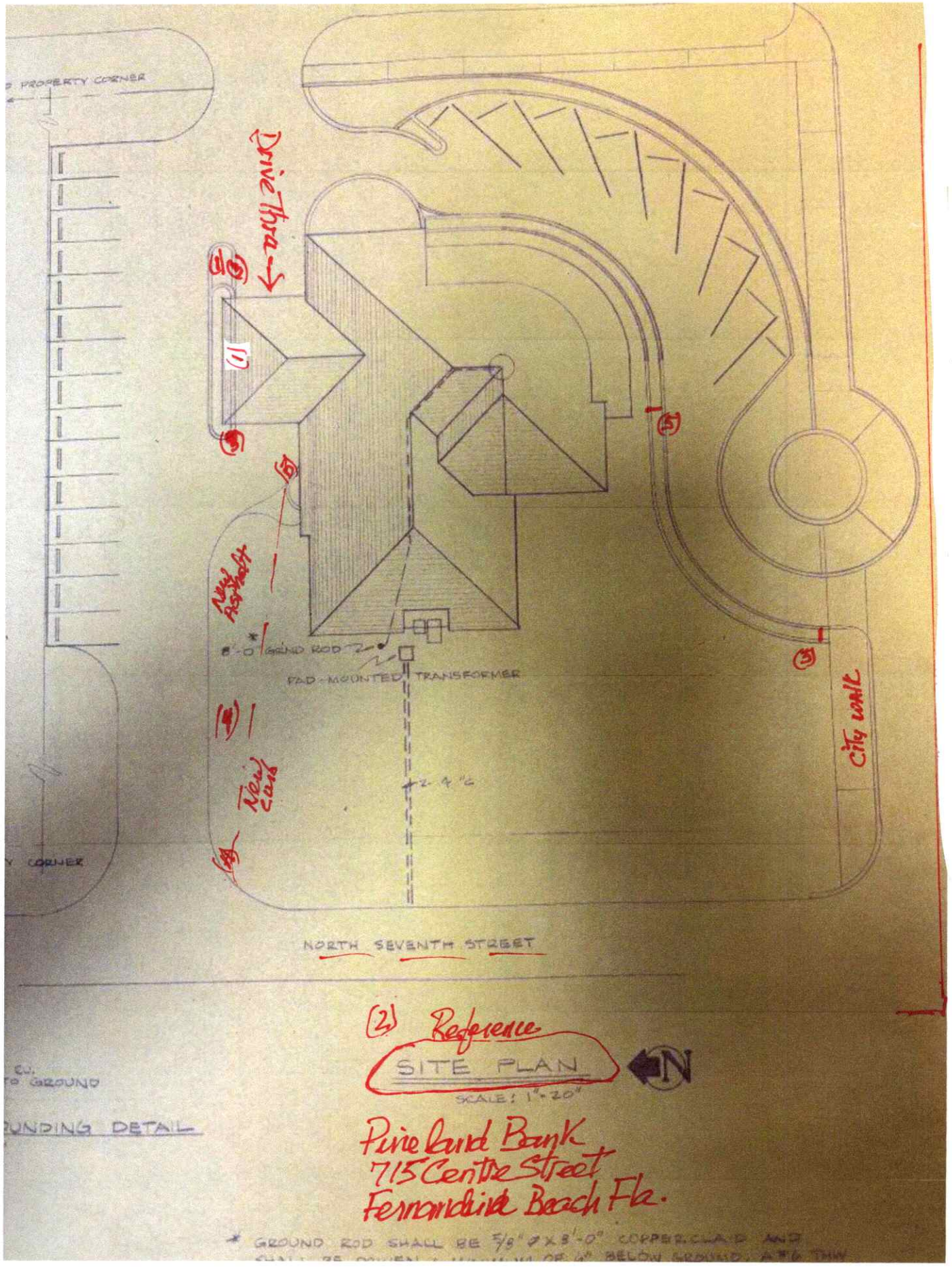
Project Ref: Pineland Bank repairs @ 715 Centre St Fernandina Beach Fl 32034

See Site plan and attachments (10) Pages.

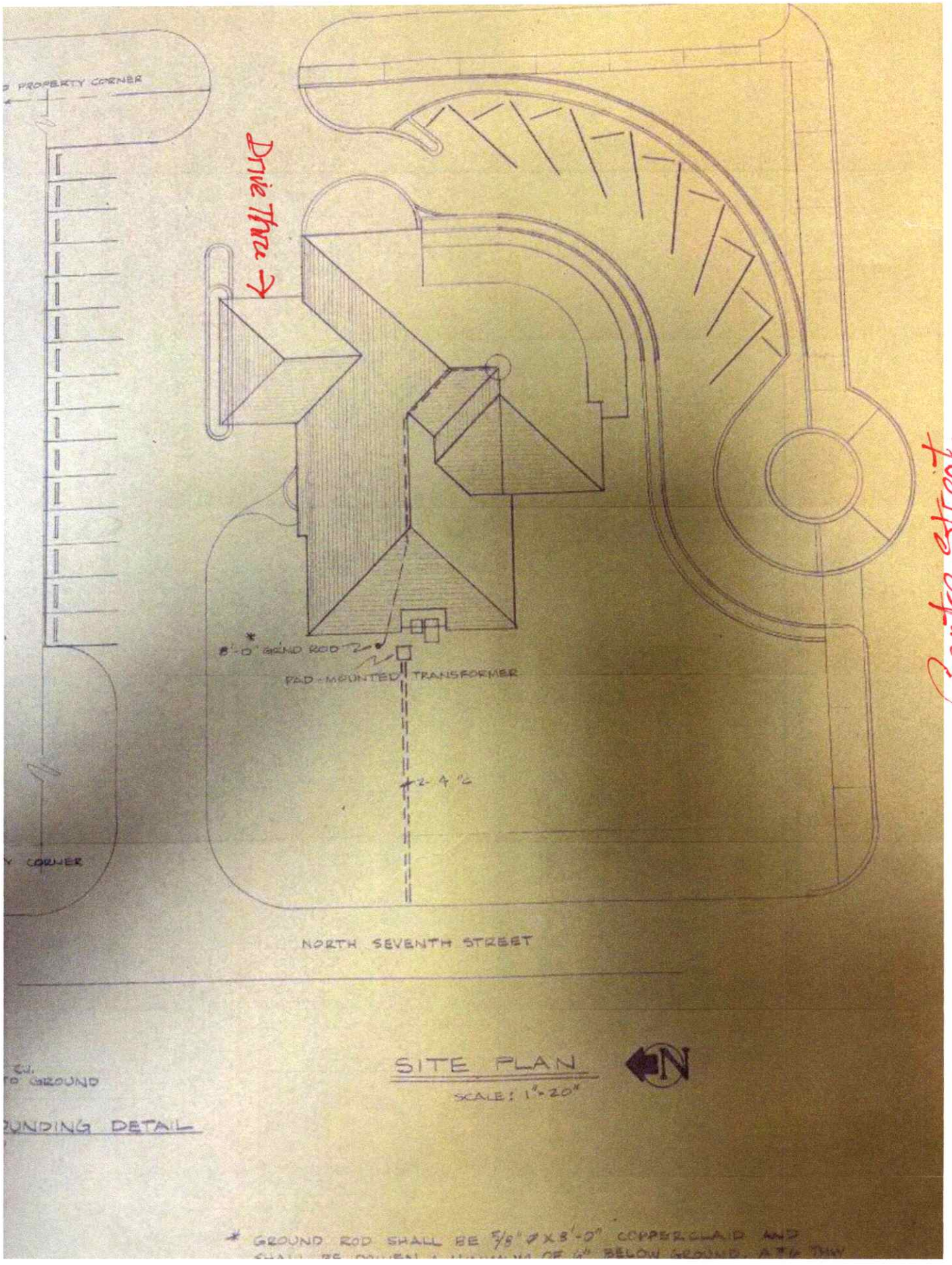
Please give me a call with any questions you may have @ 912-221-1175.

Best Regards

Jim Bagley



715 Centre Street



SITE PLAN

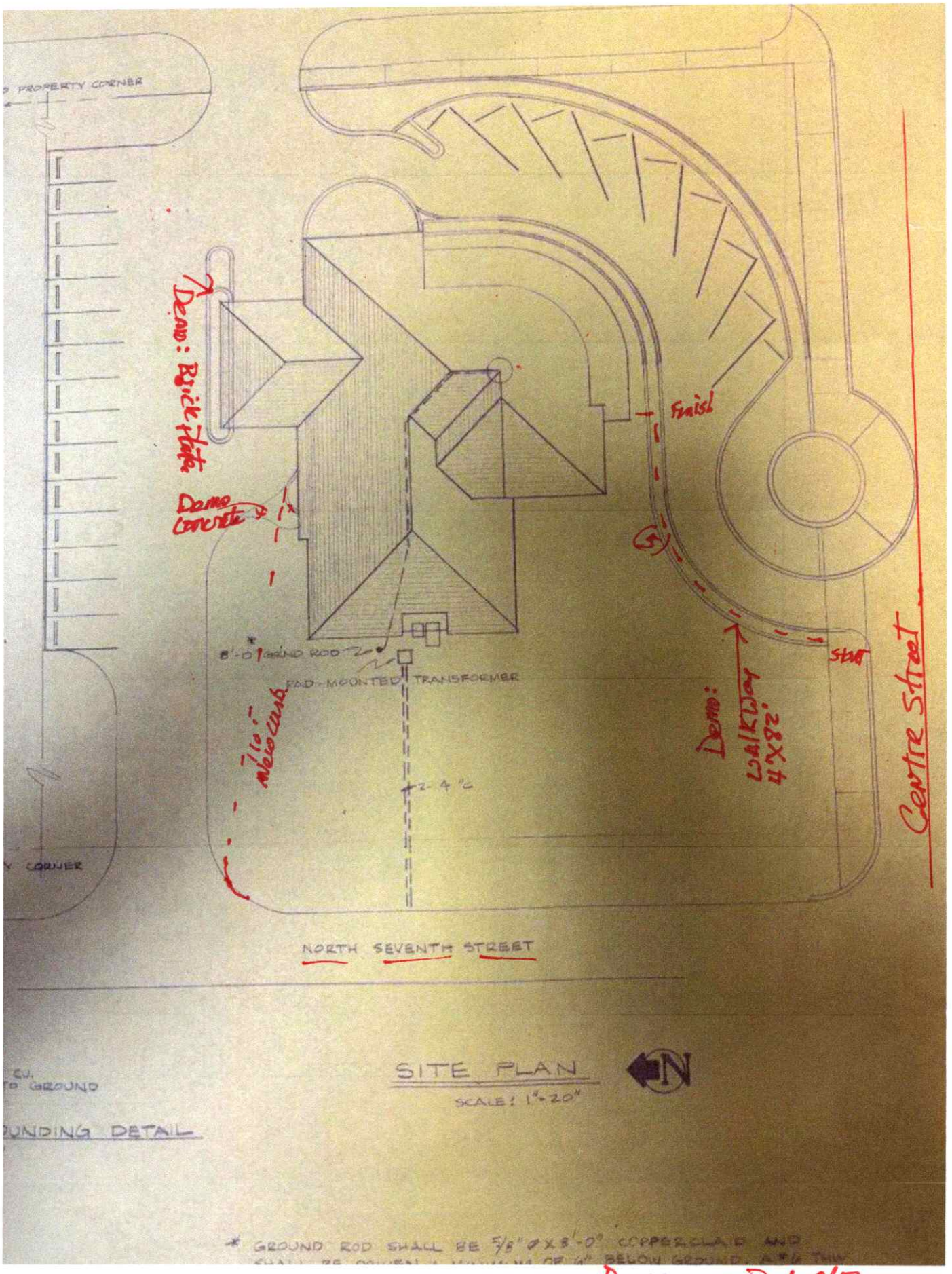
SCALE: 1"=20'

N

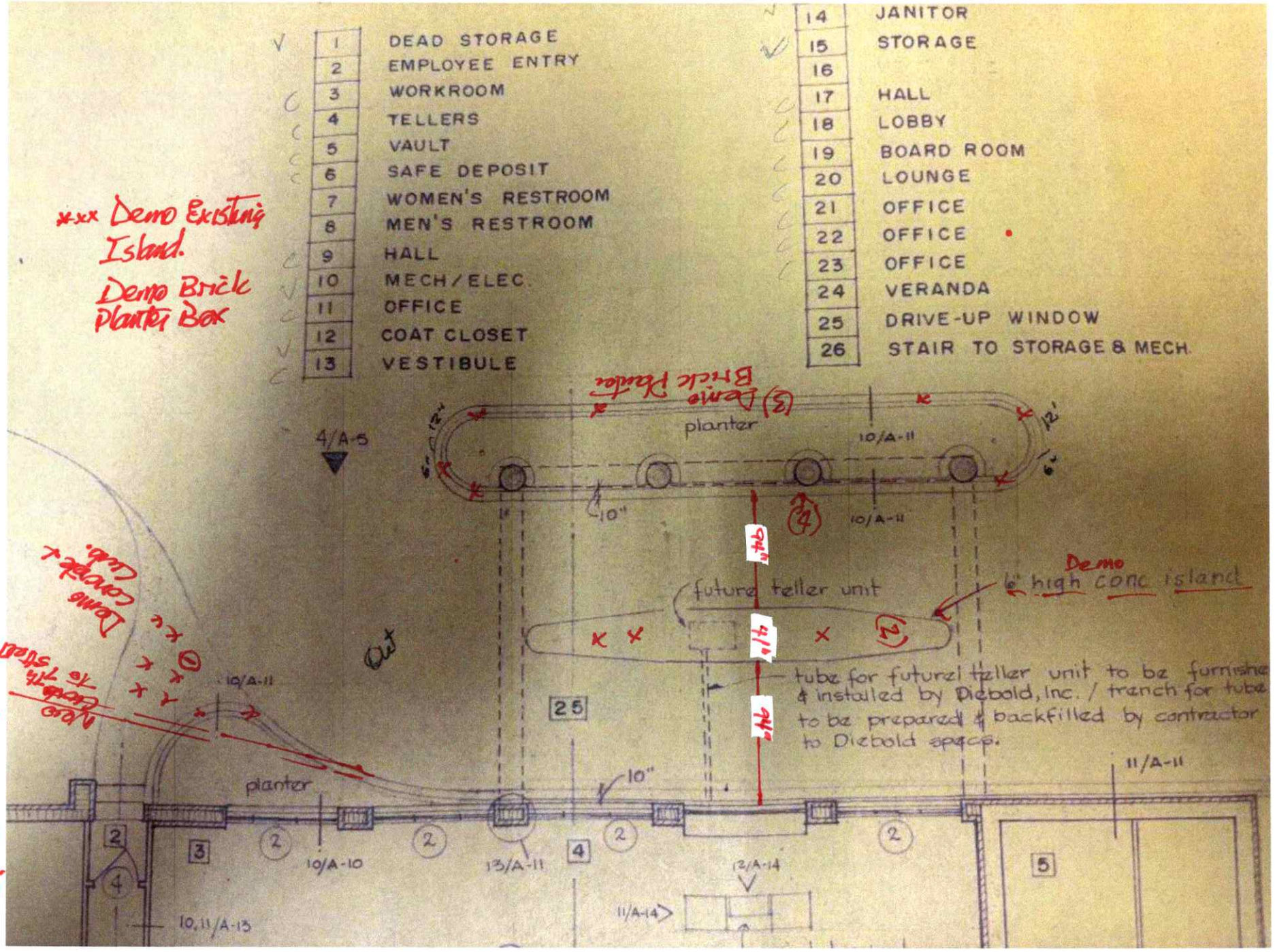
CU.
TO GROUND

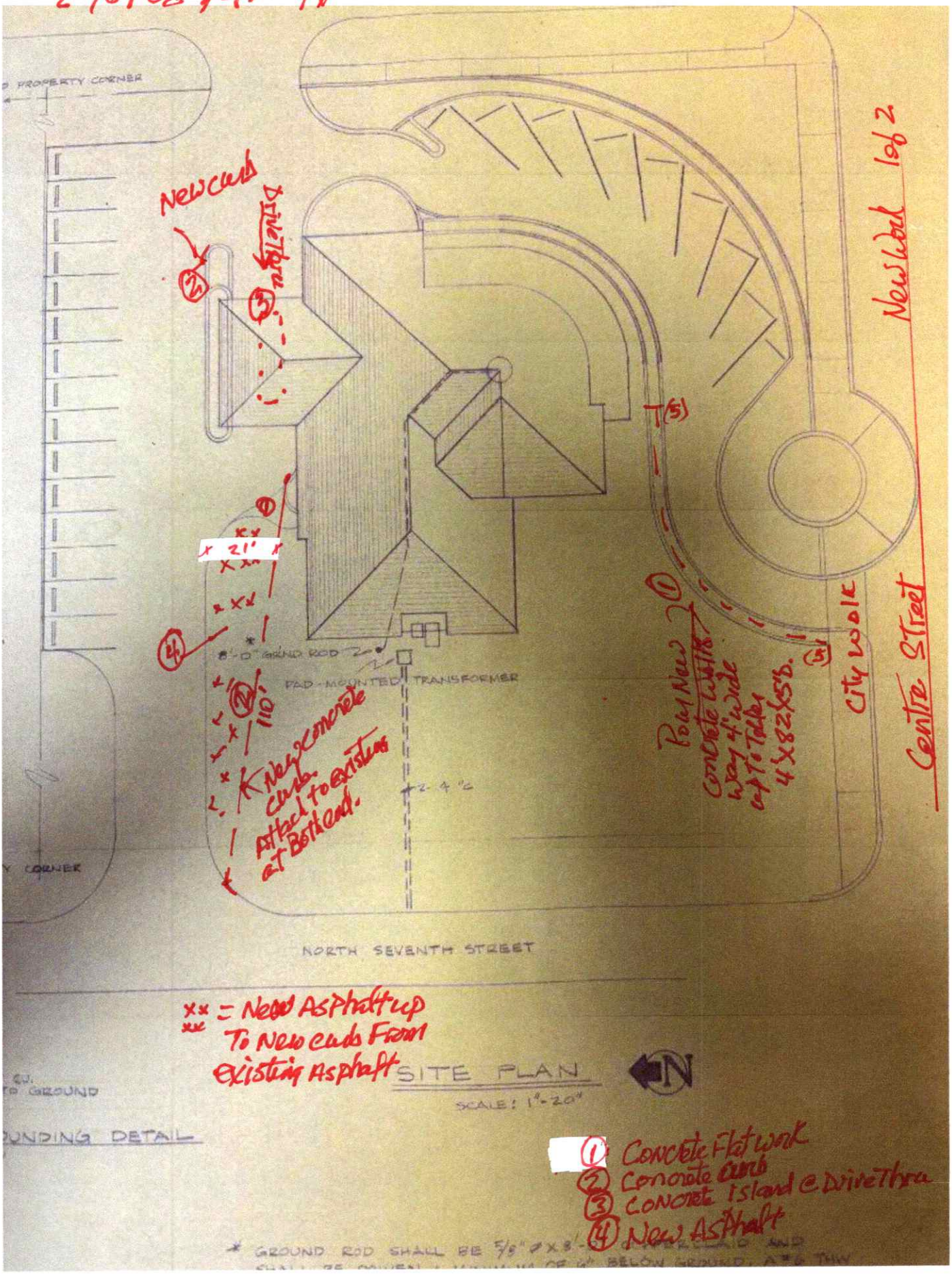
UNDING DETAIL

* GROUND ROD SHALL BE 5/8" Ø X 8'-0" COPPERCLAD AND

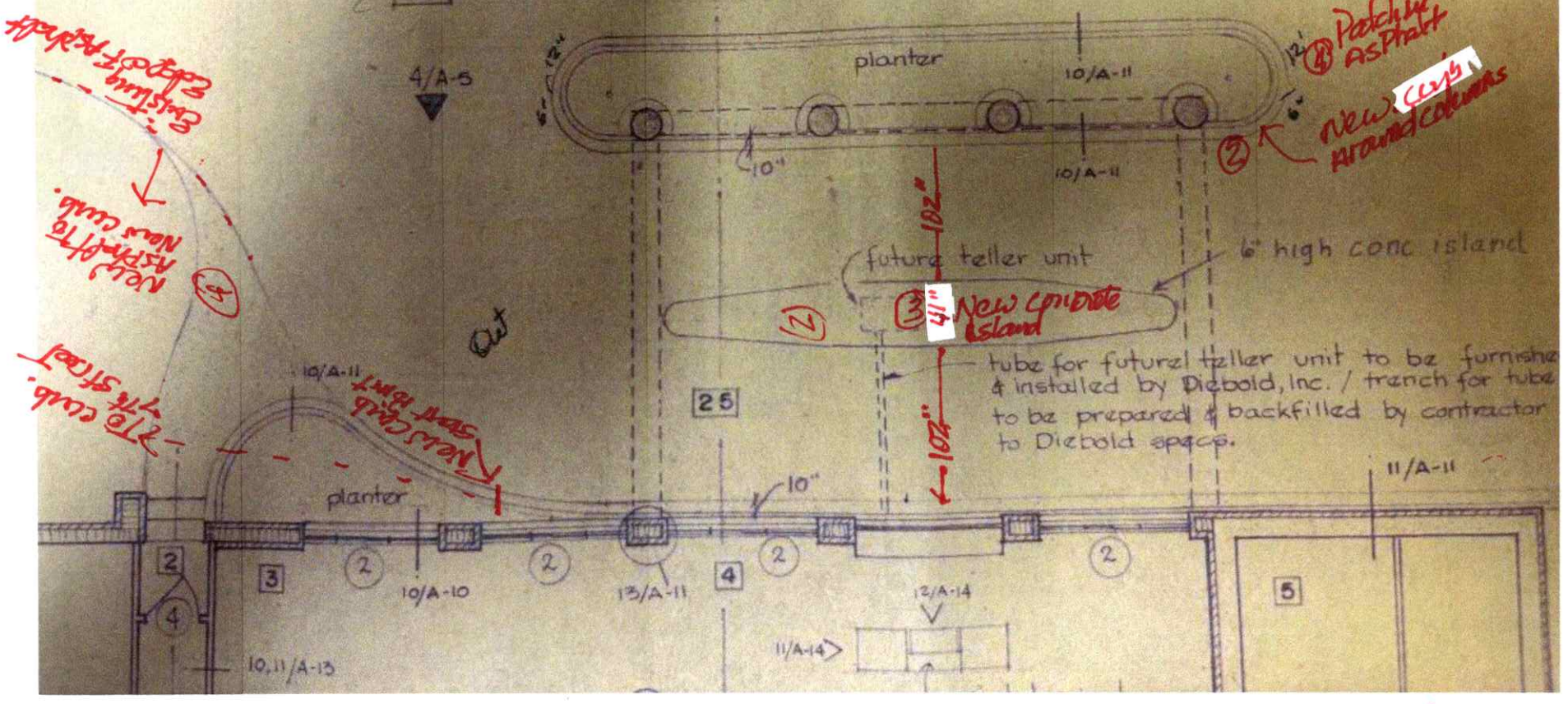

PROPERTY CORNER
Demo: Brick Planter
Demo Concrete
Finish
Demo: Brick Planter 28'x4'
Center Street
STAIR
8'-0" GRND ROD
PAD-MOUNTED TRANSFORMER
#10 GROUND
2-4"C
CORNER
NORTH SEVENTH STREET
SITE PLAN
SCALE: 1"=20'
N
C.J.
TO GROUND
UNDING DETAIL
* GROUND ROD SHALL BE 5/8" Ø X 8'-0" COPPER CLAD AND

Demo — Pg 1 of 2


1 DEAD STORAGE
2 EMPLOYEE ENTRY
3 WORKROOM
4 TELLERS
5 VAULT
6 SAFE DEPOSIT
7 WOMEN'S RESTROOM
8 MEN'S RESTROOM
9 HALL
10 MECH/ELEC.
11 OFFICE
12 COAT CLOSET
13 VESTIBULE
14 JANITOR
15 STORAGE
16
17 HALL
18 LOBBY
19 BOARD ROOM
20 LOUNGE
21 OFFICE
22 OFFICE
23 OFFICE
24 VERANDA
25 DRIVE-UP WINDOW
26 STAIR TO STORAGE & MECH.
*** Demo Existing Island.
Demo Brick Planter Box
Demo Brick Planter
planter
10/A-11
4/A-5
future teller unit
Demo 6" high conc island
tube for future teller unit to be furnished & installed by Diebold, Inc. / trench for tube to be prepared & backfilled by contractor to Diebold spec.
Demo Counter & Cash Drawer
Demo Counter & Cash Drawer
Out
25
10/A-10
13/A-11
12/A-14
11/A-14
10,11/A-13
11/A-11
Demo by 2nd


PROPERTY CORNER
NEW CURB
DRIVE THRU
NEW CURB
CITY WALK
CENTRE STREET
21'
110'
8'-0" GROUND ROD
PAD-MOUNTED TRANSFORMER
NEW CONCRETE CURB ATTACH TO EXISTING AT BOTH END.
CONCRETE WITH WAY 4" WIDE CUT TO TAPER 4"X8"X45°.
NORTH SEVENTH STREET
XX = NEW ASPHALT UP TO NEW CURB FROM EXISTING ASPHALT
SITE PLAN
SCALE: 1"-20'
1 CONCRETE FLAT WORK
2 CONCRETE CURB
3 CONCRETE ISLAND @ DRIVE THRU
4 NEW ASPHALT
* GROUND ROD SHALL BE 5/8" Ø X 8'-0"

1	DEAD STORAGE
2	EMPLOYEE ENTRY
3	WORKROOM
4	TELLERS
5	VAULT
6	SAFE DEPOSIT
7	WOMEN'S RESTROOM
8	MEN'S RESTROOM
9	HALL
10	MECH/ELEC.
11	OFFICE
12	COAT CLOSET
13	VESTIBULE
14	JANITOR
15	STORAGE
16	
17	HALL
18	LOBBY
19	BOARD ROOM
20	LOUNGE
21	OFFICE
22	OFFICE
23	OFFICE
24	VERANDA
25	DRIVE-UP WINDOW
26	STAIR TO STORAGE & MECH.



New Work 2 of 2

Reference Picture



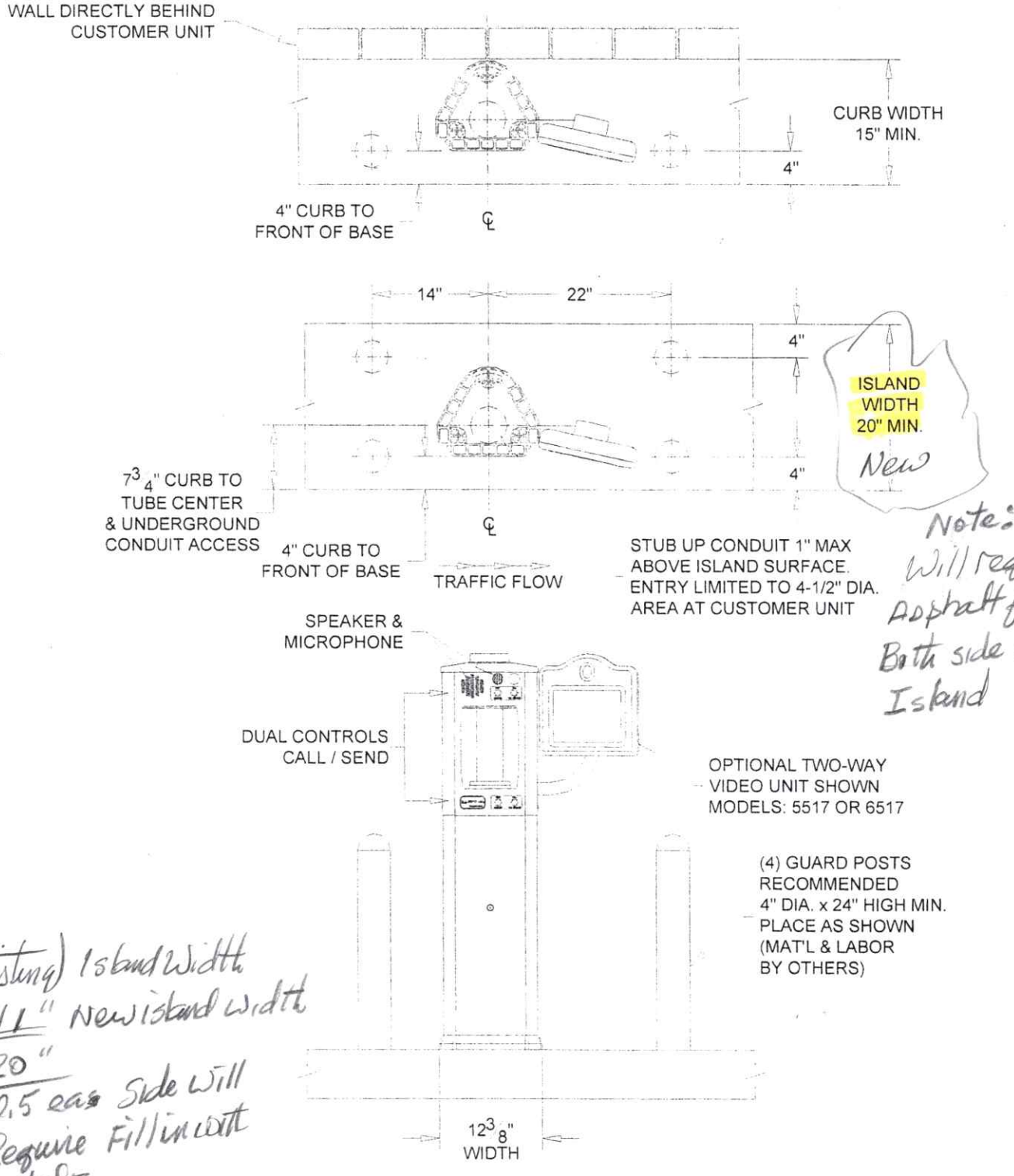
Outside look

5 of 6

* New Island Width

RECEIVED 3-3,-26 From Randy Kimbrel Pinelend Bank

Customer Unit Details



* (Existing) Island Width is 41" New island width 20" 10.5 ea Side Will Require Fill in with Asphalt.


ATM
AT
FRONT
Reference
Entry Befor
1 of 6



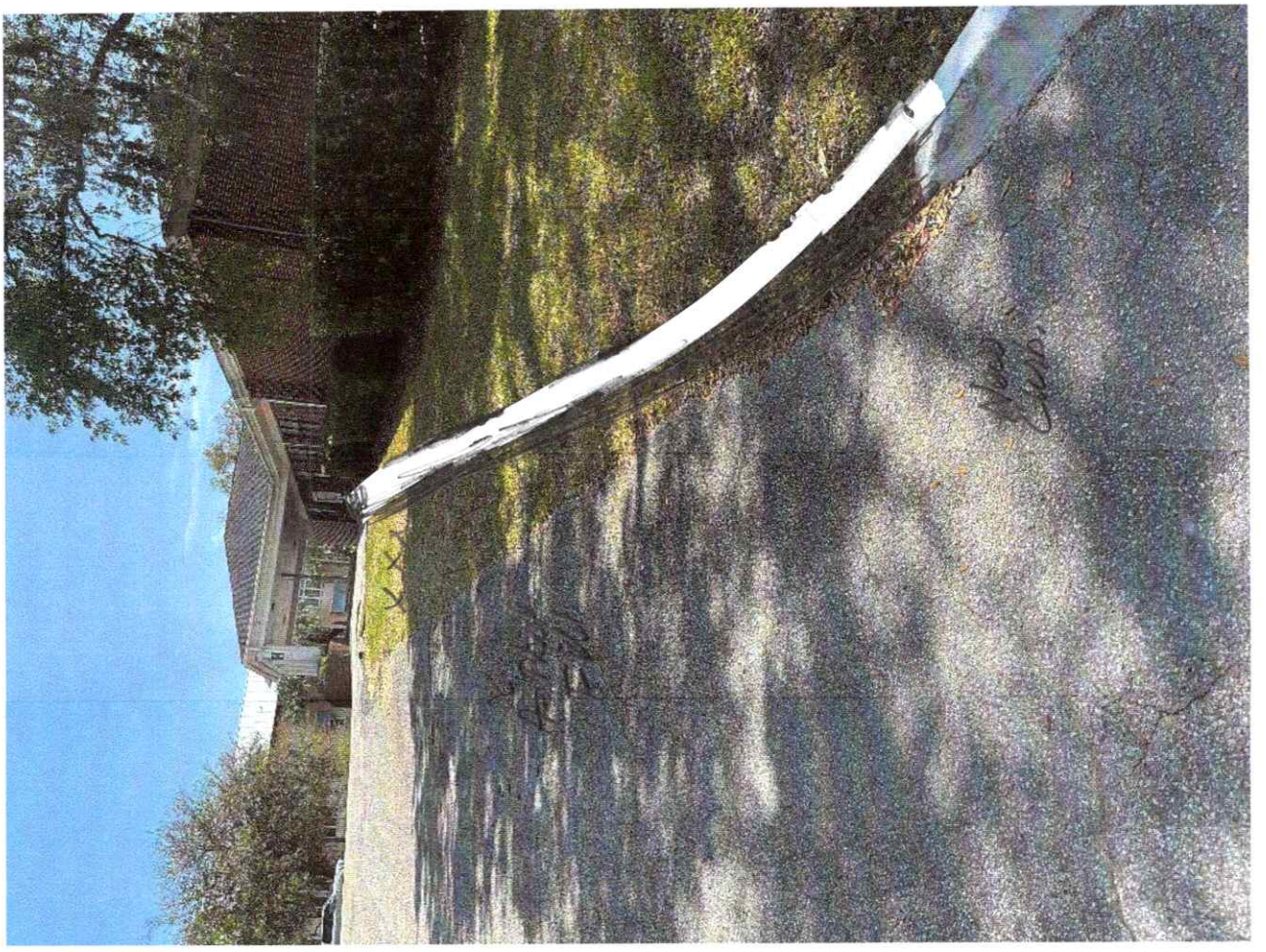
3 of 6



Outside Before

5 of 6

Additional Pictures



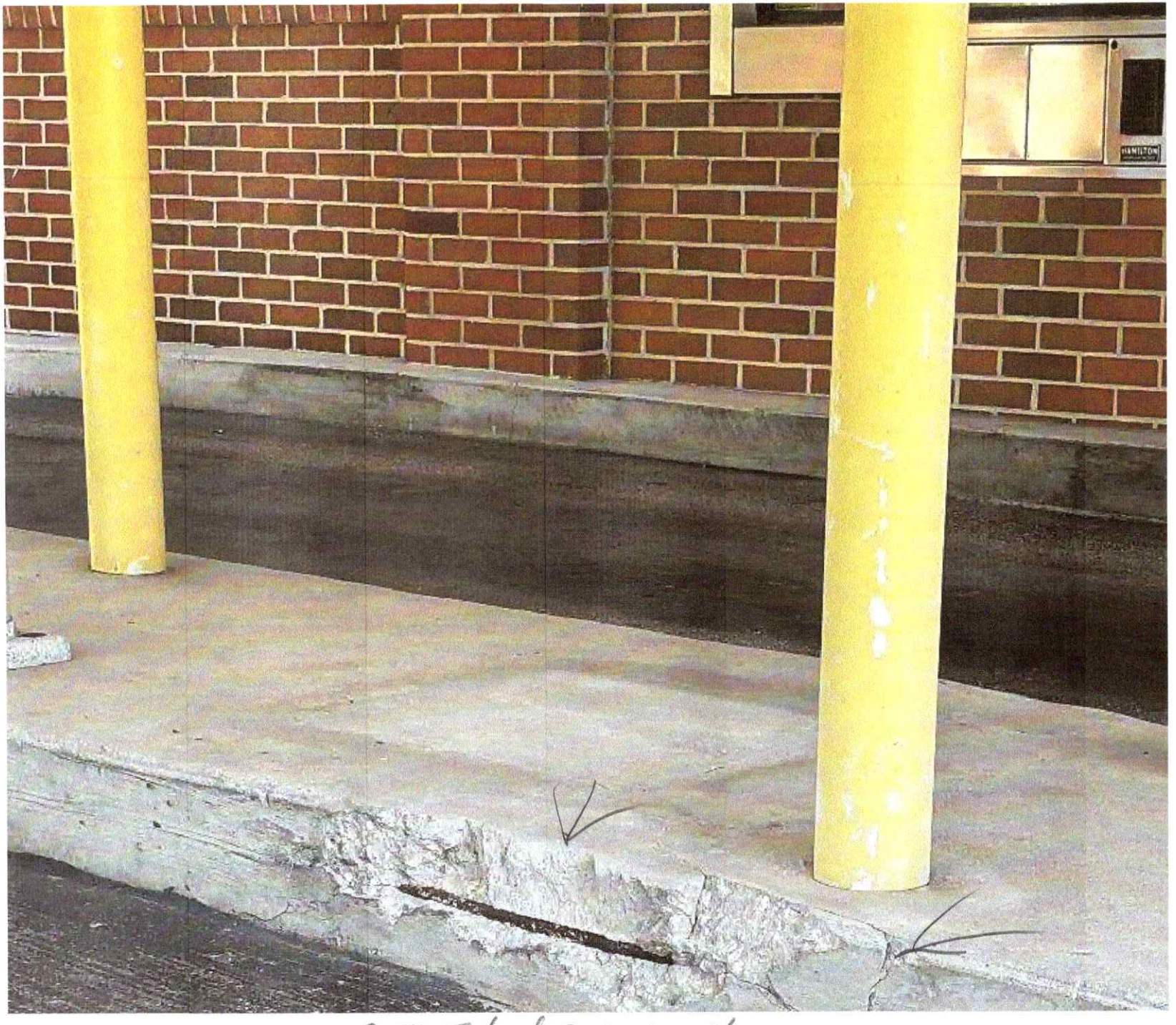
Widened inside Exit lane

Exit Area


ATM
AT
FRONT



Centre Street ↑ Walkway in Front



Center Island @ Drive Thru

OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION

I /WE PINELAND BANK
(print name of property owner(s))

hereby authorize: BAGLEY CONSTRUCTION CO., INC.
(print name of agent)

to represent me/us in processing an application for: Pineland Bank of Fernandina Beach, FL.
(type of application)

on our behalf. In authorizing the agent to represent me/us, I/we, as owner/owners, attest that the application is made in good faith and that any information contained in the application is accurate and complete.

Randy Kimbrel, V.P.
(Signature of owner)

(Signature of owner)

RANDY KIMBREL, V.P.
(Print name of owner)

(Print name of owner)

ARIEL DUMAOP NOTARY EXPIRES GEORGIA AUG 24 2025 PUBLIC CAMDEN COUNTY GA

ADumaop
Notary
4/08/24

HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2025-0013
May 21, 2026

Owner/Applicant:	Dennis Greaves, 3S Design Studio, agent for Steven Charles Walls
Property Address:	306 S. 7th Street
Parcel ID #	00-00-31-1800-0128-0012
Current zoning:	R-2
FLUM land use category:	Medium Density Residential
Existing uses on the site:	Single Family Residence
FL Master Site File #	NA01175
Year Built:	1900 (NCPA) or 1920 (FMSF)
Contributing Status:	Non-contributing
Requested action:	Certificate of Approval (COA) to construct a 600 sf and 20 ft tall garage with workshop. (Quasi-Judicial)

All required application materials have been received. All fees have been paid. All required notices have been made.

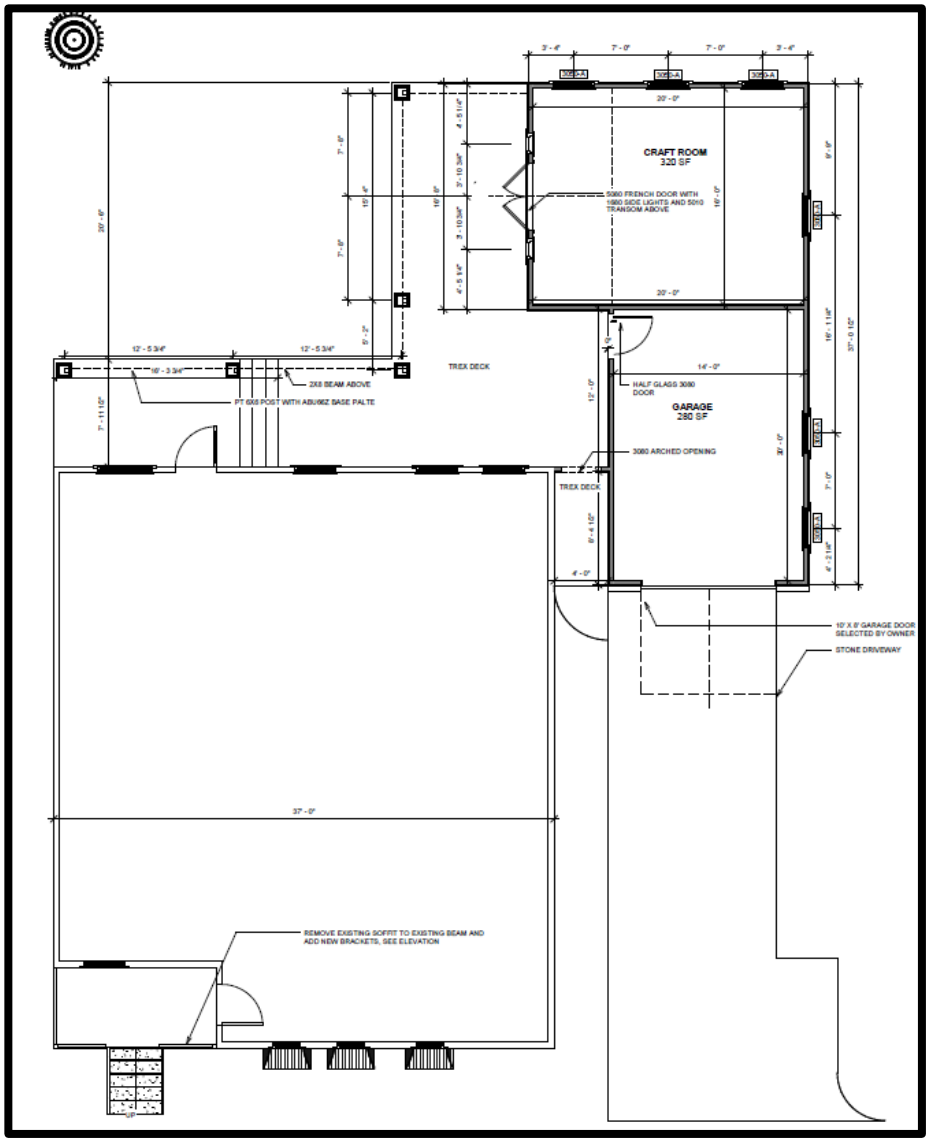


SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

Design Goal by Applicant: This garage and workshop structure will reflect the Tudor revival style of the existing home and other homes on S. 7th Street. The façade will feature a high-pitched gable roof line with an arch and an arched passageway with half-moon gate for access to the back of the property. White brick will match the existing house. The upper part of the gable will have white board and batten. The upper window with blue shutters will be similar the existing house. The front porch of the existing house will receive Tudor Style corbels. The backyard will have a covered colonnade with Tudor style corbels with double glass doors leading into the workshop. The backyard will have pavers.

The applicant is requesting a Certificate of Approval (COA) to construct a 600-sf footprint, 20 ft tall detached one car garage with workshop on the south side of the house. The project includes a connecting element with an arched walkway, providing access to the back yard area. The materials are meant to complement the primary structure without matching exactly. There is adequate space on this R-2 zoned lot to accommodate an accessory structure of this size and placement.

Site Plan:



Proposed Elevation:



Rendering:



APPLICABLE GUIDELINES:

[CITY OF FERNANDINA BEACH COMPREHENSIVE PLAN]
[CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE]
[CITY OF FERNANDINA BEACH DOWNTOWN DESIGN GUIDELINES]
[SECRETERY OF THE INTERIOR'S STANDARDS FOR REHABILITATION]

1. **A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
2. **The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
3. **Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐

4. **Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.**
   Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
5. **Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.**
   Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
6. **Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.**
   Findings: Complies ☐ Does not Comply ☐ N/A ☒
7. **Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.**
   Findings: Complies ☐ Does not Comply ☐ N/A ☒
8. **Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.**
   Findings: Complies ☒ Does not Comply ☐ N/A ☐
9. **New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.**
   Findings: Complies ☒ Does not Comply ☐ N/A ☐
10. **New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**
    Findings: Complies ☒ Does not Comply ☐ N/A ☐

ANALYSIS:

PROPOSED MATERIALS		
	Type/Material/Brand	**Color**
Exterior fabric	Architectural wall panels (brick) and board and batten	White
Trim	PVC	White
Roof	Metal Roof	Black
Windows	Pella Impervia (revised from Jeld-Wen)	White
Lights	Retro Outdoor Wall Light and Copne Wall Light	Black
Doors	Jeld-Wen in swig, steel and smooth fiberglass double door, alnut garage door	Multiple colors, including Deep Royal and walnut
Foundation	Concrete	N/A
Shutters	Wood construction	Match existing on primary structure, Deep Royal
Driveway	Coquina with pavers	White/Brick
Deck	TREX	

Site Plan –

- **Housing Type** – Single-family detached homes and outbuildings/garages are a permissible housing type in R-2 Zoning District.

- **Lot Density & Cover** – Properties, such as this, in the Medium Density Residential can have lot coverage up to 60%. Single family home is within the allowable density in the district.

- **Mechanical** – Per LDC 4.02.03(A)7, "*Mechanical equipment may be located within the side or rear yard setback, but not closer than five (5) feet to side or rear yard lot lines."* The site plan does not include details regarding mechanical equipment. If added on the exterior of the structure, the equipment must be screened from view from the right of way.

- **Encroachments** – There are no encroachments into the front, side, rear yard setbacks nor encroachment on height requirements as part of this project.

- **Orientation** – All primary structures are required to front the street as shown by this site plan in which the front of the house faces S. 7th Street.

Elevations –

- **Scale** – The building is appropriately scaled and in proportion with existing development in the Downtown Historic District. The scale of the proposed accessory structure is appropriate in relation to the primary structure and does not overwhelm the house. The garage/workshop is set approximately 34 ft behind the front façade of the primary structure. There is adequate distinction between the old and the new additions through the placement of the new structure and the use of different materials.

- **Height** – The building height is well within the allowable height of 25' for accessory structures in the R-2 zoning district. The new structure is about 3' shorter than the primary structure.

- **Materials** – The project features materials that either are or replicate traditional materials. The chosen colors are aligned with the design guidelines and are cohesive with the primary structure. The new brick archway adds interesting architectural details and increases the functionality of the back yard. TREX is the proposed decking materials of the rear deck. Since it is not readily seen from the street, it is appropriate for new construction. The agenda packet includes more details about lighting fixtures, doors, shutters, and the corbels for the porch.

- **Foundation** – The addition portion of the project will be constructed on concrete, an approved material for the Historic District.

- **Windows** – The proposed windows are on the list of approved materials.
- **Doors** – There is not a list of approved doors, the proposed selection seems appropriate for new construction.

STAFF RECOMMENDATION:

Staff finds that the requested action, as presented, is consistent with the Comprehensive Plan, the Land Development Code, the Secretary of the Interior's Standards, and the Historic District Design Guidelines.

Staff recommendation:
APPROVAL of HDC 2026-0013 with the condition that any additional mechanical equipment is screening and the shutters are installed properly on the leg trim of the rather than the siding itself.

MOTION TO CONSIDER:

I move to **approve or deny** case number HDC 2026-0013 **with or without** conditions;

AND I move that the HDC make the following findings of fact and conclusions of law part of the record:

That HDC case HDC 2026-0013, as presented, **is or is not** substantially compliant with the Comprehensive Plan, Land Development Code, the Secretary of the Interior's Standards, and the Historic District Design Guidelines to warrant **FINAL** approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC2026-0013 Combined Application Materials
EXHIBIT 2 Florida Master Site File: NA01175

From: noreply@civicplus.com
To: Planning Info
Subject: Online Form Submittal: Historic District Council (HDC) Certificate of Approval (COA) Application
Date: Thursday, April 9, 2026 9:39:38 AM

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender, were expecting this email, and know the content is safe.

Historic District Council (HDC) Certificate of Approval (COA) Application

HISTORIC DISTRICT COUNCIL (HDC): CERTIFICATE OF APPROVAL (COA) APPLICATION

USE THIS FORM TO Apply for BOARD approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA) AND STAFF-LEVEL review for EXTERIOR PAINT and INSTLLATION OF PERVIOUS PAVERS projects ONLY.

NOTE: All other STAFF-LEVEL approvals (i.e, fence, right-of-way, roof) and smaller STAFF-LEVEL project reviews can be submitted with your building permit where reviews will be performed and cost will be assessed simultaneously.

Fees	Certificate of Approval (COA): Board Review - Residential Single Family) $250

Basis for Review

All applications, whether Staff or Board review, are reviewed for consistency with the City of Fernandina Beach Comprehensive Plan, Land Development Code, and applicable guidelines such as the Downtown Historic District Design Guidelines, Old Town Fernandina Preservation and Development Guidelines, and the Community Redevelopment Area (CRA) Design Guidelines. Guidelines for the Historic Districts are based on the U.S. Secretary of the Interior's Standards for Rehabilitation.

IMPORTANT NOTES

Conceptual Approvals

Conceptual approvals are provided by the HDC as a courtesy to the applicant in an effort to allow comment from the Historic District Council and citizens during the conceptual design process. The HDC will provide the applicant with feedback and guidance relating to the proposal and take a vote to indicate whether the board feels the proposal is adequately appropriate to proceed. In all cases, the applicant must return to the HDC to seek final approval of their projects. There is no additional fee for this review above the Certificate of Approval fee.

Pre-Application Meeting

To guide you through the process and to ensure that your application is properly processed, you'll need to meet with the Preservation Planner prior to submitting your application. The application must be submitted at least 42 days before the scheduled meeting to allow time for review. Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, right-of-way, or zoning permit (if required).

Application Requirements	*Field not completed.*
Please see the Land Development Code (LDC) for detailed information:	*Field not completed.*
The LDC is Available for Review at	www.fbfl.us/LDC
Appeals *An applicant may appeal the HDC's decision for variances to a court of record as outlined in LDC Section 10.02.04(D). The petition shall be presented to within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.*	
PROJECT TYPE	Addition
APPROVAL TYPE	Board Approval: Conceptual
Have you met with a planner for a pre-application meeting?	Yes
What was the date of your pre-application meeting?	4/7/2026
PROPERTY INFORMATION	Property information can be found at the Nassau County Property Appraiser's website → Map Search
Historic District	Downtown
Site Address	306 S 7th St
City	Fernandina Beach
	Florida

State	
Zip	32043
Telephone Number	904-962-0701
E-mail Address	dennis@3sdesignstudio.net
Project Description	The project consists of a detached one car garage and workshop. The square footage of the combined spaces is 600. The facade will consist of a gable roof and garage door with an upper window in the same style as the existing windows of the house with blue shutters. White brick will match the existing house and there will be white board and batten. The facade will also have an arched passageway with a gate for access the the back of the property.
Design Vision Statement	This garage and workshop structure will reflect the Tudor revival style of the existing home and other homes on S 7th St. The facade will feature a high pitched gable roof line with an arch and an arched passageway with half moon gate for access to the back of the property. White brick will match the existing house. The upper part of the gable will have white board and batten. The upper window with blue shutters will be similar the the existing house. The front porch of the existing house will receive Tudor Style corbels. The backyard will have a covered colonnade with Tudor style corbels with double glass doors leading into the workshop. The backyard will have pavers.

Requirements for Demolition Applications
Per LDC 8.03.03.01

MATERIALS

List all proposed materials and colors, as applicable. If you are not filling this out, you MUST provide a detailed list separately that includes all required information as described in the following fields. A separate form can be uploaded or emailed directly to Mia Sadler.

EXTERIOR FABRIC	
Manufacturer	*Field not completed.*
Product Description	Faux Brick and Board and Batten
Color	White
DOORS	
Manufacturer	*Field not completed.*

Product Description	Florida Code compliant doors
Color	Deep Royal BM #2061-10
WINDOWS	
Manufacturer	*Field not completed.*
Product Description	Florida Code compliant windows
Color	White
ROOFING	
Manufacturer	*Field not completed.*
Product Description	Metal Roof
Color	Black
FASCIA/TRIM	
Manufacturer	*Field not completed.*
Product Description	PVC
Color	White
FOUNDATION	
Manufacturer	*Field not completed.*
Product Description	Concrete
Color	*Field not completed.*
SHUTTERS	
Manufacturer	*Field not completed.*
Product Description	Wood construction to match existing on House
Color	Deep Royal BM #2061-10
PORCH/DECK	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*

FENCING	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
DRIVEWAYS/SIDEWALKS	
Manufacturer	*Field not completed.*
Product Description	Coquina with pavers at border
Color	White/Brick
SIGNAGE	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
OTHER	
Manufacturer	*Field not completed.*
Product Description	*Field not completed.*
Color	*Field not completed.*
Please upload supplemental documentation and all product brochures, paint color samples, etc.	
Upload 1	Wall306S7thSt4-8-26.pdf
Upload 2	*Field not completed.*
Upload 3	*Field not completed.*
Upload 4	*Field not completed.*
Upload 5	*Field not completed.*
Upload 6	*Field not completed.*
Upload 7	*Field not completed.*
Upload 8	*Field not completed.*

Upload 9	*Field not completed.*
Upload 10	*Field not completed.*
Upload 11	*Field not completed.*
Upload 12	*Field not completed.*
Certification	By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. , I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:, I AGREE THAT A POSTING NOTICE WILL BE INSTALLED ON THE PROPERTY(IES) IN QUESTION AND THAT SAID SIGN WILL ONLY BE REMOVED BY STAFF AFTER THE MEETING OR BROUGHT BACK TO CITY HALL BY APPLICANT.

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.

2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.

3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City’s website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.

7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.

8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code.

Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

9. I/We understand that Certificates of Approval are only valid for one (1) year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

10. I/We understand that the City Staff will install a Notice of Hearing sign on the property 14 days before the scheduled heating and that the sign must only be removed after the hearing by City Staff, unless, the applicant or property owner brings the Notice of Hearing back to City Hall.

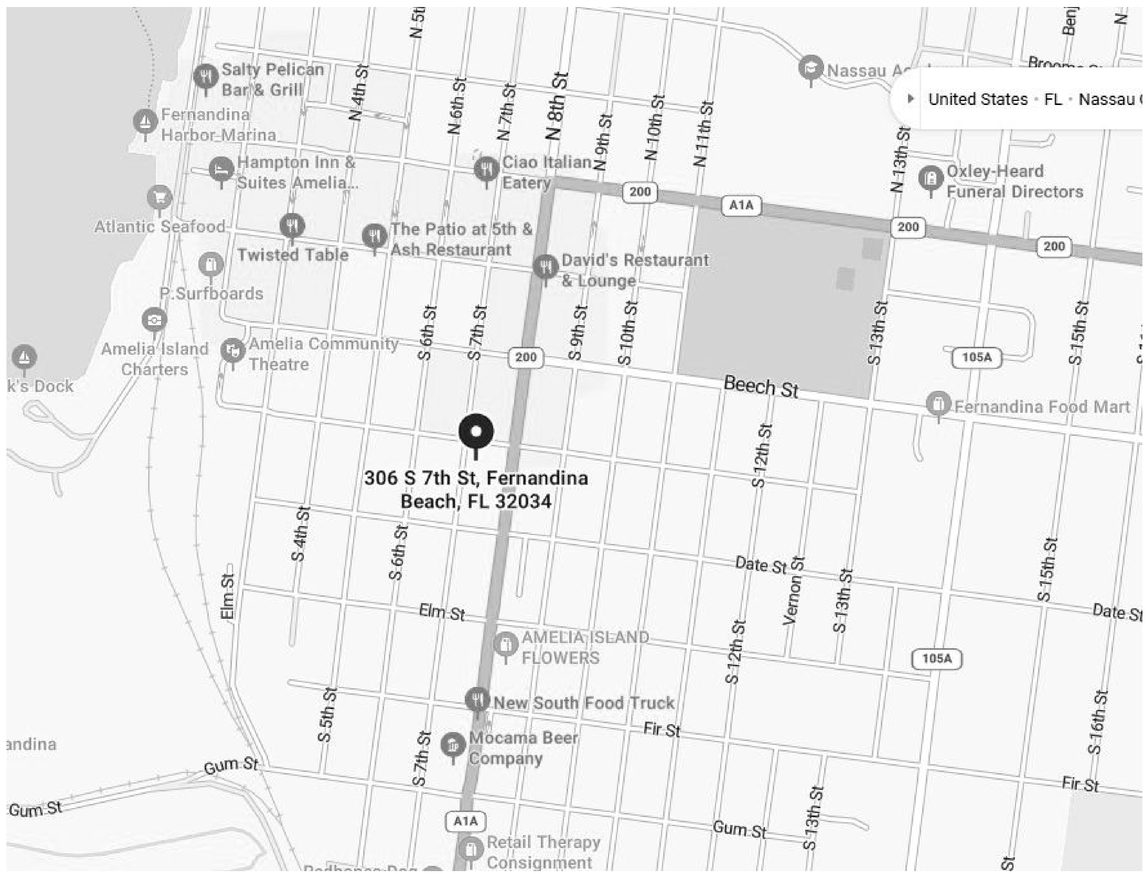
Applicant First Name	Steven
Applicant Last Name	Wall
Today's Date	4/9/2026

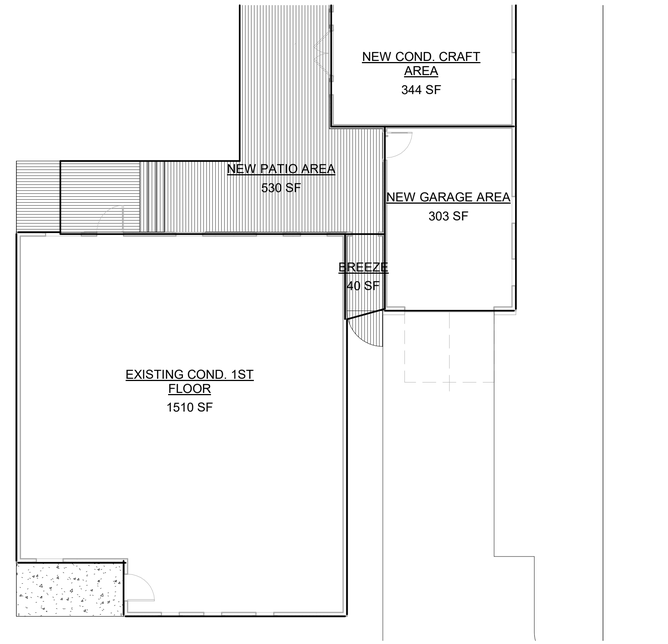
DEPARTMENT OF PLANNING & CONSERVATION
204 Ash Street | Fernandina Beach Florida 32034 |Contact: Mia Sadler at 904 310-3488 | www.fbfl.us/planning

Please make sure to disable pop-up blocker in order to submit.

Email not displaying correctly? View it in your browser.

&	AND
△	ANGLE
◫	SQUARE
C_L	CENTERLINE
DIA.	DIAMETER
P_L	PLATE / PROPERTY LINE
A.B.	ANCHOR BOLT
A.B.C.	AGGREGATE BASE COURSE
A.C.	AIR CONDITIONING
ACOUS.	ACOUSTICAL
A.C. PAVING	ASPHALTIC CONCRETE PAVING
ADJ.	ADJUSTABLE
A.F.F.	ABOVE FINISH FLOOR
AGGR.	AGGREGATE
ALUM.	ALUMINUM
ALT.	ALTERNATE
APPROX.	APPROXIMATE
ARCH.	ARCHITECTURAL
ASPH.	ASPHALT
BD.	BOARD
BLDG.	BUILDING
BLK.	BLOCK
BLKG.	BLOCKING
BM.	BEAM
B.O.	BOTTOM OF
BOT.	BOTTOM
B.U.	BUILT-UP
CAB.	CABINET
C.B.	CORNER BEAD
C.T.	CERAMIC TILE
CHAN. (C)	CHANNEL
C.I.	CAST IRON
C.I.P.	CAST IN PLACE
C.J.	CONSTRUCTION / CONTROL JOINT
CLG.	CEILING
CLO.	CLOSET
CLR.	CLEAR
C.M.U.	CONCRETE MASONRY UNIT
CNTRSNK.	COUNTERSINK
CNTR. TOP	COUNTER TOP
C.O.	CLEAN OUT
COL.	COLUMN
CONC.	CONCRETE
CONN.	CONNECTION
CONSTR.	CONSTRUCTION
CONT.	CONTINUOUS
CONTR.	CONTRACTOR
CORR.	CORRIDOR
CTR.	CENTER
C.W.	COLD WATER
DBL.	DOUBLE
DEPT.	DEPARTMENT
D.F.	DRAINAGE FLOW
DIA.	DIAMETER
DIM.	DIMENSION
DISP.	DISPENSER
DN.	DOWN
DNSPT.	DOWNSPOUT
D.O.	DOOR OPENING
DR.	DOOR
DTL.	DETAIL
DWG.	DRAWING
DWR.	DRAWER
E.	EAST
EA.	EACH
E.J.	EXPANSION JOINT
ELEC.	ELECTRICAL
ELEC. PAN.	ELECTRICAL PANELBOARD
ELEV.	ELEVATION, ELEVATOR
EMER.	EMERGENCY
ENCL.	ENCLOSURE
EQ.	EQUAL
EQUIP.	EQUIPMENT
E.W.C.	ELECTRIC WATER COOLER
EXIST.	EXISTING
EXP.	EXPANSION
EXT.	EXTERIOR
ETR.	EXISTING TO REMAIN
F.D.	FLOOR DRAIN
FDN.	FOUNDATION
FBRGL.	FIBERGLASS
F.E.	FIRE EXTINGUISHER
F.E.C.	FIRE EXT-GUISHER CAB.
FFE.	FINISH FLOOR ELEVATION
F.G.	FINISH GRADE
F.H.C.	FIRE HOSE CABINET
FIN.	FINISH
FIXT.	FIXTURE
FLASH'G	FLASHING
FLR.	FLOOR
FLUOR.	FLUORESCENT
FPRF.	FIREPROOF
FRMG.	FRAMING
FT.	FOOT OR FEET
FTG.	FOOTING
FURN.	FURNITURE
FURR.	FURRING
GA.	GAUGE
GALV.	GALVANIZED
GL.	GRAB BAR
G.L.BM.	GLASS
GR.	GLU-LAM BEAM
GRND.	GRADE
GWB.	GYPSUM WALL BOARD
GYP. BD.	GYPSUM BOARD.
H.B.	HOSE BIBB
H.C.	HOLLOW CORE
HCP.	HANDICAP
CDWD.	HARDWOOD
HDWR.	HARDWARE
H.M.	HOLLOW METAL
HORZ.	HORIZONTAL
HT.	HEIGHT
HW.	HOT WATER
I.D.	INSIDE DIAMETER
INSUL.	INSULATION
INT.	INTERIOR
INV.	INVERT
JAN.	JANITOR
JT.	JOINT
KIT.	KITCHEN
LAM.	LAMINATE
LAV.	LAVATORY
L.F.	LINEAT FOOT
LT.	LIGHT
MAX.	MAXIMUM
M.B.	MACHINCE BOLT/ MODIFIED BITUMINOUS
MECH.	MECHANICAL
MED.CAB.	MEDICINE CABINET
MEMB.	MEMBRANE
MTL.	METAL
MFR.	MANUFACTURER
MIR.	MIRROR
MISC.	MISCELLANEOUS
M.O.	MASONRY OPENING
M.R.	MOISTURE RESISTANT
MTD.	MOUNTED
MUL.	MULLION
N.	NORTH
N.I.C.	NOT IN CONTRACT
NO. OR #	NUMBER
N.T.E.	NOT TO EXCEED
N.T.S.	NOT TO SCALE
O.A.	OVERALL
O.C.	ON CENTER
O.D.	OUTSIDE DIAMETER
O.F.C.I.	OWNER FURNISHED/ CONTRACTOR INSTALLED
OFF.	OFFICE
OPNG.	OPENING
OPP.	OPPOSITE
PNLG.	PANELING
PAR.	PARAPET
PART'N	PARTITION
PBWL.	PAPER BACKED WIRE LATH
PL.	PROPERTY LINE
P.LAM.	PLASTIC LAMINATE
PLAS.	PLASTER
PR.	PAIR
P.V.C.	POLYVINYL CHLORIDE
PWD.	PLYWOOD
Q.T.	QUARRY TILE
R.	RADIUS/RISER
R.A.	RETURN AIR
R.D.	ROOF DRAIN
REDWD.	REDWOOD
REF.	REFERENCE
REFRIG.	REFRIGERATOR
REINF.	REINFORCED
REQ'D	REQUIRED
RESIL.	RESILIENT
RM.	ROUGH OPENING
R.O.	
ROOF'G	ROOFING
R.W.C.	RAIN WATER CONDUCTOR
R.W.L.	RAIN WATER LEADER
S.	SOUTH
S.A.	SUPPLY AIR
S.C.	SOLID CORE
SCHED.	SCHEDULE
SECT.	SECTION
S.F.	SQUARE FEET
SH.	SHELF
SHR.	SHOWER
SHT.	SHEET
SIM.	SIMILAR
SPEC.	SPECIFICATION
SQ.	SQUARE
S.S.	STAINLESS STEEL
STD.	STANDARD
STL.	STEEL
STOR.	STORAGE
STRUCT.	STRUCTURAL
SUSP.	SUSPENDED
SYM.	SYMMETRICAL
S.Y.P.	SOUTHERN YELLOW PINE
T.	TREAD
TEL.	TELEPHONE
T & G	TONGUE AND GROOVE
TH.	THICK
T.O.	TOP OF
T.O.C.	TOP OF CURB
T.O.W.	TOP OF WALL
T.S.	TUBE STEEL
T.T.B.	TELEPHONE TERMINAL BOARD
TYP.	TYPICAL
U.O.N.	UNLESS OTHERWISE NOTED
UR.	URINAL
V.C.T.	VINYL COMPOSITION TILE
VERT.	VERTICAL
VIF	VERIFY IN FIELD
VTR	VENT-THRU ROOF
W.	WEST
W/ & W/O	WITH AND WITHOUT
W.C.	WATER CLOSET
WD.	WOOD
WDW	WINDOW
WP.	WEATHERPROOF
WR.	WATER RESISTANT
W.S.	WEEP SCREEN
WT.	WEIGHT





5 1ST FLOOR
1/8" = 1'-0"



3 2ND FLOOR
1/8" = 1'-0"

Drawing List	
Sheet Number	Sheet Name
A1	PROJECT INFO
A2	GENERAL NOTES
A3	SITE PLAN
A4	FOUNDATION PLAN
A5	1ST FLOOR PLAN
A6	ROOF PLAN
A7	FLASHING DETAILS
A8	ELEVATIONS
A9	ELEVATIONS
A10	ELEC. PLANS
A11	PERSPECTIVES

MATERIALS LEGEND

CONCRETE		BATT INSULATION	
METAL		ROUGH WOOD	
PLYWOOD		FINISH WOOD	
EARTH		GYPSUM BOARD	

COMPONENT & CLADDING DESIGN
WIND PRESSURES (PSF)

ROOF

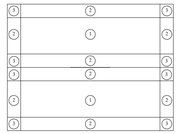
ZONE	10 SF	50 SF	100 SF
ALL ZONES	+21.7	+17.3	+15.4
1	-34.5	-32.3	-31.3
2	-66.1	-48.9	-44.1
3	-88.9	-73.5	-69.7
2e	-70.4	-70.4	-70.4
3e	-118.3	-91.5	-80.0

WALLS

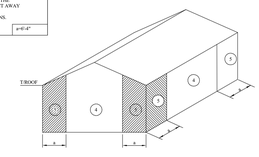
ZONE	10 SF	100 SF	500 SF
4	+21.7 -40.9	+21.1 -32.3	+20.1 -31.3
5	+21.7 -50.5	+21.1 -39.2	+20.1 -31.3

NOTES:
1) TABLE PRESSURES ARE FOR THE SQUARE FOOT (1SF) TRIBUTARY AREA SHOWN. FOR OTHER TRIBUTARY AREAS, LINEARLY INTERPOLATE BETWEEN VALUES SHOWN ABOVE.
2) POSITIVE PRESSURES ACT TOWARD THE BUILDING. NEGATIVE PRESSURES ACT AWAY FROM THE BUILDING
3) SEE DIAGRAMS FOR ZONE LOCATIONS.

a =0'-4"



ROOF PLAN (GENERIC BUILDING SHOWN)



WALLS (GENERIC BUILDING SHOWN)

WIND PRESSURE DIAGRAMS
SCALE: NTS

2 WINDLOADS
3/8" = 1'-0"

SQUARE FOOTAGE CALCULATION

FIRST FLOOR COND. AREA	1,199 SF
2ND FLOOR COND. AREA	1,195 SF
3RD FLOOR COND. AREA	526 SF
TOTAL COND. AREA	2,920 SF
GARAGE AREA	325 SF
PORCH AREA	881 SF
TOTAL	4,126 SF

VERIFY THAT ALL RESIDENTIAL CODE REFERENCES ARE TO THE CURRENT 2023 8TH EDITION FBC R2023

NFPA 70 2023 8TH EDITION CHAPTER 27 ELECTRICAL CODE

THIS PROJECT FALLS UNDER THE 2023 8TH EDITION FLORIDA BUILDING CODE.
THIS PROJECT FALLS UNDER THE CURRENT ELECTRICAL CODE NFPA 70 2020.

3S Design Studio, LLC.
Custom Architectural Design
1996 Pebble Point Dr.
Green Cove Springs, FL 32043
dennis@3sdesignstudio.net

No.	Description	Date
1	PERMIT SET	8/9/24

WALL
WALL ADDITION
306 SOUTH 7TH STREET
FERNANDINA BEACH, FL. 32034

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PROJECT INFO

Project number	2022-006
Date	3/5/26
Drawn by	DG
Checked by	BA
Scale	As indicated

A1

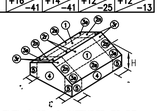
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GENERAL NOTES

1. DESIGN LOADS
   - A. ROOF DEAD (PITCH)..... 15 PSF
   - B. ROOF LIVE (LL_r)..... 20 PSF
   - C. FLOOR LIVE ..... 40 PSF

2. DESIGN WIND LOADS (ASCE 7-22)
   - A. BASIC WIND SPEED (V_{ult})..... 130 MPH
   - B. BASIC WIND SPEED (V_{asd})..... 101 MPH
   - C. RISK CATEGORY.....II
   - D. WIND EXPOSURE CATEGORY "C"
   - E. INTERNAL PRESSURE COEFFICIENT.....GC_{pi} = ±0.18
   - F. COMPONENTS & CLADDING DESIGN WIND PRESSURES:

	ZONE	A = EFFECTIVE WIND AREA (FT²) A=10	A=20	A=50	A=100
WALLS	CORNER	+22 / −30	+21 / −28	+20 / −25	+19 / −23
	OTHER	+22 / −24	+21 / −23	+20 / −22	+19 / −21
ROOF: 7° TO 20°	3r	+16 / −71	+14 / −61	+12 / −47	+12 / −37
	2n, 2r, 3e	+16 / −60	+14 / −51	+12 / −41	+12 / −32
	1, 2e	+16 / −41	+14 / −41	+12 / −25	+12 / −13



ALL PRESSURES ARE SERVICE LEVEL (ASD) & INTENDED TO BE APPLIED & INTERPRETED IN STRICT ACCORDANCE WITH ASCE 7-22. FOR THE PURPOSES OF APPLYING THESE LOADS IN ACCORDANCE WITH COMPONENTS & CLADDING FIGURES IN ASCE 7-22, a =3 FT.

4. SEISMIC DESIGN
   - A. SEISMIC IMPORTANCE FACTOR..... I = 1.0
   - B. MAPPED SPECTRAL RESPONSE ACCELERATIONS..... S_s= 0.162, S_1= 0.078
   - C. SITE CLASS "D" ASSUMED
   - D. SPECTRAL RESPONSE COEFFICIENTS..... S_{ds}= 0.172, S_{d1}= 0.124
   - E. SEISMIC DESIGN CATEGORY "B"
   - F. BASIC LATERAL FORCE RESISTING SYSTEM: ORDINARY REINF. MASONRY SHEAR WALLS.
   - G. DESIGN BASE SHEAR..... V = _ KIPS
   - H. SEISMIC RESPONSE COEFFICIENT ..... C_s= 0.025
   - I. RESPONSE MODIFICATION FACTOR ..... R = 7
   - J. ANALYSIS PROCEDURE USED: EQUIVALENT LATERAL FORCE PROCEDURE FOR SEISMIC DESIGN OF BUILDINGS

5. SNOW LOADS
   - A. GROUND SNOW LOAD....."P_g = 0 PSF

6. CODES
   - A. FLORIDA BUILDING CODE, 8TH EDITION
   - B. ASCE 7-22 DESIGN LOADS FOR BUILDINGS
   - C. REINFORCED CONCRETE: ACI 318-19.
   - D. CONCRETE MASONRY: TMS 402-16 & TMS 602-16

7. PROVIDE TEMPORARY BRACING OF STRUCTURAL FRAMING UNTIL ALL PERMANENT BRACING, SHEAR WALLS, MOMENT CONNECTIONS, AND FLOOR AND ROOF DIAPHRAGMS ARE COMPLETELY INSTALLED. THE STRUCTURAL ELEMENTS ARE UNSTABLE UNTIL THE STRUCTURE IS COMPLETED IN ACCORDANCE WITH THE PLANS.

SOIL PARAMETERS

1. SOIL PARAMETERS
   - A. FOOTINGS HAVE BEEN SIZED FOR AN ALLOWABLE SOIL BEARING PRESSURE OF 2000 PSF AT 1'-0" BELOW EXISTING GRADE. IF SITE CONDITIONS DIFFER FROM FROM THOSE ASSUMED DURING THE DESIGN PROCESS, CONTACT ENGINEER IMMEDIATELY.
   - B. REMOVE ALL TOPSOIL & ORGANIC MATERIALS UNDER PROPOSED BUILDING SLAB & FOUNDATIONS & REPLACE WITH SUITABLE COMPACTED FILL OR CRUSHED STONE.
   - C. USE ONLY CLEAN, SANDY SOILS, WITH PLASTICITY INDEX UNDER 20 & LIQUID LIMIT BELOW 40, FOR ALL FILL UNDER SLABS AND FOOTINGS. USE OF CLAY, OR SOILS WITH HIGH CLAY CONTENT, IS PROHIBITED.
   - D. ALL BUILDING AREAS SHALL BE COMPACTED TO 95% OF MAXIMUM DRY DENSITY AT OPTIMUM MOISTURE CONTENT AS DETERMINED IN ACCORDANCE WITH ASTM D698.

1 GENERAL NOTES
12" = 1'-0"

REINFORCED CONCRETE GENERAL NOTES

1. ALL CONCRETE WORK SHALL CONFORM TO ACI 301, "SPECIFICATIONS FOR STRUCTURAL CONCRETE FOR BUILDINGS". DESIGN IS BASED ON ACI 318-19, "BUILDING CODE REQUIREMENTS FOR STRUCTURAL CONCRETE."
2. UNLESS NOTED OTHERWISE, ALL CONCRETE FOR SLABS ON GRADE, FOOTINGS, PIERS & COLUMNS SHALL BE NORMAL WEIGHT AND OBTAIN A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 4000 PSI.
3. SUBMIT CONCRETE MIX DESIGNS FOR REVIEW, IN ACCORDANCE WITH ACI 318-19, TO THE ENGINEER AND TESTING AGENCY.
4. THE PROPOSED MATERIALS AND MIX DESIGN SHALL BE FULLY DOCUMENTED AND REVIEWED. RESPONSIBILITY FOR OBTAINING THE REQUIRED DESIGN STRENGTH IS THE CONTRACTOR'S.
5. CONTRACTOR SHALL RETAIN AN INDEPENDENT TESTING AGENCY TO PERFORM TESTING & SUBMIT REPORTS AS OUTLINED BELOW.
6. USE OF CALCIUM CHLORIDE, CHLORIDE IONS, OR OTHER SALTS IN CONCRETE IS NOT PERMITTED.
7. CEMENT SHALL CONFORM TO ASTM C150, TYPE I OR II.
8. AGGREGATES SHALL CONFORM TO ASTM C33 #57 MAX. SIZE.
9. CONCRETE SLUMP RANGE: 4" MIN. – 6" MAX.
10. THE AIR CONTENT AT THE POINT OF PLACEMENT SHALL BE PER ACI 318 TABLE 4.4.1 FOR F1 MODERATE EXPOSURE.
11. THE TESTING AGENCY SHALL SAMPLE AND TEST EACH 100 CU. YARDS OR FRACTION THEREOF OF EACH CLASS OF CONCRETE PLACED EACH DAY. SAMPLE CONCRETE IN ACCORDANCE WITH ASTM C172. PERFORM THE FOLLOWING TESTS IN ACCORDANCE WITH THE INDICATED STANDARD:

    SLUMP: ASTM C143

    AIR CONTENT: ASTM C231 (NORMAL WEIGHT CONCRETE) ASTM C173 (LIGHT WEIGHT CONCRETE)

    COMPRESSIVE STRENGTH: ASTM C39, WITH ONE CYLINDER AT 7 DAYS, 2 CYLINDERS AT 28 DAYS, AND ONE SPECIMEN HELD IN RESERVE.

    CONCRETE TEMPERATURE: ASTM C1064

    UNIT WEIGHT: ASTM C567

12. MOIST CURE CONCRETE WITH MOISTURE PROTECTIVE COVER FOR A MINIMUM OF 7 DAYS.
13. HORIZONTAL CONSTRUCTION JOINTS ARE PERMITTED ONLY WHERE INDICATED. THE LOCATION OF VERTICAL CONSTRUCTION JOINTS SHALL BE APPROVED BY THE ENGINEER. CONSTRUCTION JOINTS SHALL BE THOROUGHLY ROUGHENED BY MECHANICAL MEANS, CLEANED, AND CAULKED.
14. REINFORCING STEEL SHALL CONFORM TO ASTM A615, GRADE 60, UNLESS NOTED OTHERWISE.
15. TIE ALL REINFORCING STEEL AND EMBEDMENTS SECURELY IN PLACE PRIOR TO PLACING CONCRETE. PROVIDE SUFFICIENT SUPPORTS TO MAINTAIN THE POSITION OF REINFORCEMENT WITHIN SPECIFIED TOLERANCES DURING ALL CONSTRUCTION ACTIVITIES. "STICKING" DOWELS INTO WET CONCRETE IS NOT PERMITTED.
16. REINFORCING STEEL SHALL HAVE THE FOLLOWING CONCRETE COVER UNLESS NOTED OTHERWISE:

    CONCRETE CAST AGAINST EARTH (NOT FORMED): 3"

    FORMED CONCRETE EXPOSED TO EARTH OR WEATHER
    #6 BARS THROUGH #12 BARS 2"
    #5 BARS AND SMALLER 2"

    CONCRETE NOT EXPOSED TO EARTH OR WEATHER
    SLABS AND WALLS 2"

17. DO NOT WELD OR TACK WELD REINFORCING STEEL UNLESS APPROVED OR DIRECTED BY THE STRUCTURAL ENGINEER.
18. DESIGN OF ADEQUATE SHORING FOR FORMWORK IS THE RESPONSIBILITY OF THE CONTRACTOR.
19. LEAVE ALL FORMS & SHORING FOR CONCRETE IN PLACE A MINIMUM OF 14 DAYS, OR UNTIL TESTING SHOWS CONCRETE HAS REACHED 100% OF DESIGN COMPRESSIVE STRENGTH.
20. ADHESIVE ANCHORS SHALL BE INSTALLED ACCORDING TO MANUFACTURER SPECIFICATIONS.

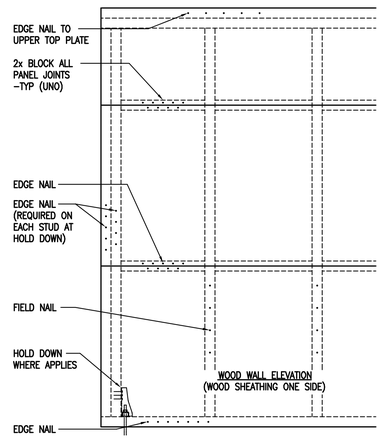
REINFORCED C.M.U. GENERAL NOTES

1. ALL MASONRY CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF TMS 602-16 ("SPECIFICATION FOR MASONRY STRUCTURES"), ALL SUPERVISORY PERSONNEL HAVING CONNECTION WITH THE MASONRY WORK SHALL CERTIFY THAT THEY HAVE FAMILIARIZED THEMSELVES WITH THESE PUBLICATIONS.
2. BLOCK SHALL BE LAID IN A RUNNING BOND.
3. ALL FACE SHELLS OF BLOCKS SHALL BE COMPLETELY MORTARED IN BED JOINTS (3/8" MAX.); HEAD JOINTS SHALL BE COMPLETELY MORTARED VERTICALLY FOR SAME WIDTH AS BED JOINTS. WHERE CELLS ARE TO BE FILLED WITH GROUT, FACE AND WEB SHELLS SHALL BE COMPLETELY MORTARED EXCEPT WHERE ADJACENT CELLS ARE TO BE FILLED. WHERE ADJACENT CELLS ARE TO BE FILLED, THE WEBS COMMON TO BOTH CELLS NEED NOT BE MORTARED.
4. CONCRETE MASONRY UNITS SHALL COMPLY WITH ASTM C 90, NORMAL WEIGHT. UNIT COMPRESSIVE STRENGTH SHALL BE 1900 PSI, MINIMUM. MANUFACTURER SHALL PROVIDE A WRITTEN CERTIFICATION OF THE UNIT COMPRESSIVE STRENGTH WHICH SHALL BE SAMPLED AND TESTED IN ACCORDANCE WITH ASTM C140-13.
5. ALL BLOCK WORK BELOW THE FINISHED FLOOR ELEVATION SHALL BE LAID USING TYPE M MORTAR. ALL BLOCK WORK ABOVE THE FINISHED FLOOR ELEVATION SHALL BE LAID USING TYPE S OR TYPE M MORTAR. MORTAR SHALL COMPLY WITH ASTM C 270-12.
6. ASSUMED F'_m FOR EXTERIOR WALLS = 2000 PSI @ 28 DAYS.
7. PROVIDE CONT. HORIZONTAL REINFORCING AT 16" MAX. O.C. VERTICALLY. HORIZONTAL REINFORCING SHALL BE W1.7 (9 GA. x 9 GA.) LADDER-TYPE JOINT REINFORCING. HORIZONTAL JOINT REINFORCING SHALL COMPLY WITH ASTM A951 AND SHALL BE HOT DIP GALVANIZED PER ASTM A153-09. LAP SPLICE ALL JOINT REINFORCING IN ACCORDANCE WITH MANUFACTURER'S PRINTED INSTRUCTIONS. USE PREFABRICATED SECTIONS AT INTERSECTIONS AND CORNERS. DO NOT CUT OR BEND.
8. ALL CELLS AND VOIDS NOTED AS FILLED SHALL BE FILLED SOLID WITH GROUT CONFORMING TO ASTM C476-02. COARSE AGGREGATE SHALL NOT EXCEED 3/8" IN DIMENSION.
9. VERTICAL WALL REINFORCING WILL BE REQUIRED AS SHOWN ON PLANS AND IN DETAILS. LAP SPLICE VERTICALS 48 BAR DIAMETERS AS REQUIRED.
10. CONTRACTOR IS RESPONSIBLE FOR PROVIDING ADEQUATE SHORING FOR WALLS DURING CONSTRUCTION.
11. FOUNDATION STEM WALLS SHALL BE SHORED PRIOR TO AND DURING BACKFILL COMPACTION. COMPACT USING ONLY HAND EQUIPMENT WITHIN 4'-FT OF WALLS.
12. PROVIDE A MINIMUM OF 1-#5 IN FULLY GROUTED CELLS EACH SIDE OF ALL OPENINGS IN C.M.U. WALLS. PROVIDE #5 DOWELS WITH 8" HOOKS FROM FOOTINGS. LAP SPLICES TO BE 48 BAR DIAMETERS MINIMUM, TYP. IN INTERIOR AND EXTERIOR C.M.U. WALLS. PROVIDE 1-#5 IN EACH OF 3 FULLY GROUTED CELLS AT ALL CORNERS AND INTERSECTIONS OF MASONRY UNITS.

STRUCTURAL WOOD NOTES

1. ALL WOOD FRAMING SHALL BE INSTALLED PER FLORIDA BUILDING CODE, 8TH ED. & NATIONAL DESIGN SPECIFICATION, LATEST ED.
2. ALL DIMENSION LUMBER, INCLUDING WALL STUDS AND JOISTS, USED IN CONSTRUCTION TO BE SOUTHERN YELLOW PINE (SYP) NO. 2 OR BETTER, 19% MAX. KILN-DRIED, U.N.O.
6. LAMINATED VENEER LUMBER (LVL) SHALL BE MICROLAM LVL 2.0E BY WEYERHAUSER, OR APPROVED EQUAL, WITH THE FOLLOWING MINIMUM PROPERTIES:
   F_b = 2600 PSI F_v = 285 PSI $F_{c\perp}$= 750 PSI
   E = 2.0x10⁶PSI F_{cll}= 2510 PSI
7. GLULAM BEAMS SHALL BE PRESSURE TREATED SOUTHERN YELLOW PINE GRADE 24F-V5 WITH MINIMUM PROPERTIES AS FOLLOWS:
   F_b = 2400 PSI F_v = 300 PSI $F_{c\perp}$= 740 PSI E = 1.9x10⁶PSI
8. WOOD FRAMED CONNECTIONS SHALL BE MADE USING APPROPRIATE JOIST HANGERS, UNLESS NOTED OTHERWISE.
9. 2-PLY DIMENSION LUMBER BEAMS/HEADERS SHALL BE JOINED USING 2-ROWS OF 12d NAILS SPACED @ 12" O.C., U.N.O. 3-PLY & LARGER DIMENSION LUMBER & ALL MULTI-PLY LVL BEAMS SHALL BE JOINED USING (2)-ROWS OF 1/2"ø THRU-BOLTS SPACED @ 24" O.C., OR AS RECOMMENDED BY MANUFACTURER.
10. SEE PRE-ENGINEERED TRUSS NOTES FOR DESIGN REQUIREMENTS.
11. PROVIDE CONTINUOUS PRESSURE-TREATED 2x SILL PLATE WITH 5/8"ø ANCHORS SPACED @ 24" MAX. O.C. IN ALL EXTERIOR WALLS, IN ALL LOAD-BEARING INTERIOR WALLS & SHEAR WALLS.
12. PROVIDE CONTINUOUS SILL AT BOTTOM OF ALL WINDOW OPENINGS: SINGLE 2x SILL AT WINDOWS UP TO 4'-0" WIDE, DBL. 2x SILL UP TO 8'-0" WIDE & TRIPLE 2x SILL AT WINDOWS OVER 8'-0" WIDE.
13. CONTINUOUS ANCHORAGE SHALL BE PROVIDED IN ALL EXTERIOR WALLS, SHEAR WALLS & INTERIOR LOAD-BEARING WALLS FROM THE ROOF FRAMING TO THE FOUNDATION USING ONE OF THE FOLLOWING METHODS:
   - 13.1. COMPONENT ANCHORAGE – WIND RESISTANCE PROVIDED USING ALL OF THE FOLLOWING COMPONENTS:
     - 13.1.A. HURRICANE TIES AT ALL RAFTERS/TRUSSES
     - 13.1.B. FLOOR-TO-FLOOR STRAPPING AT ALL EXTERIOR WALLS ACROSS ELEVATED FLOORS @ 32" MAX. O.C.
     - 13.1.C. STANDARD SILL PLATE ANCHORS AS SPECIFIED ABOVE
     - 13.1.D. HOLD-DOWNS INSTALLED EA. SIDE OF ALL DOOR OPENINGS LARGER THAN 3'-2".
   - 13.2. CABLE/ROD TIE-DOWN ANCHOR SYSTEM – WIND RESISTANCE PROVIDED BY INSTALLATION OF PROPRIETARY ANCHOR TIE-DOWN SYSTEM (SIMPSON STRONG-ROD, QUICK-TIE, OR EQUAL) TO INCLUDE:
     - 13.2.A. HURRICANE TIES AT ALL RAFTERS/TRUSSES
     - 13.2.B. WALL CAVITY TIE-DOWN ANCHORS INSTALLED CONTINUOUS FROM FOUNDATION TO ROOF BEARING PLATE IN ALL EXTERIOR WALLS, INTERIOR LOAD-BEARING WALLS & SHEAR WALLS AT 8'-0" MAX. O.C. & AT THE FOLLOWING LOCATIONS:
       ENDS OF SHEAR WALL SECTIONS
       EA. SIDE OF ALL OPENINGS EXCEEDING 5'-0" 12" MAX. FROM ALL CORNERS/INTERSECTIONS
     - 13.2.C. STANDARD SILL PLATE ANCHORS AT THE SPACING INDICATED. SILL PLATE ANCHORS MAY BE OMITTED AT TIE-DOWN ANCHOR LOCATIONS, PROVIDED SILL PLATE ANCHOR SPACING IS NOT EXCEEDED.
14. WALL SHEATHING SHALL BE 15/32" MINIMUM APA RATED CDX PLYWOOD OR OSB & SHALL BE CONTINUOUS FROM SILL PLATE TO RAFTER BEARING PLATE AT ALL EXTERIOR WALLS. SEE SCHEDULE & DETAILS FOR NAILING REQUIREMENTS.
15. ROOF DECKING SHALL BE 19/32" MINIMUM APA RATED CDX PLYWOOD OR OSB. FLOOR DECKING SHALL BE 3/4" T&G PLYWOOD OR OSB.
16. ALL WOOD CONNECTORS & FASTENERS (BOLTS, NAILS, SCREWS OR SPIKES) EXPOSED TO THE ELEMENTS ARE TO BE STAINLESS STEEL AND SHALL BE COMPATIBLE WITH SELECTED CONNECTORS. DO NOT MIX DISSIMILAR METALS. HOT-DIP GALVANIZED OR Z-MAX COATING MAY BE SUBSTITUTED UPON APPROVAL BY ENGINEER. ZINC-PLATED CONNECTORS & FASTENERS ARE PROHIBITED.

2 STRUCTURAL WOOD NOTES
12" = 1'-0"

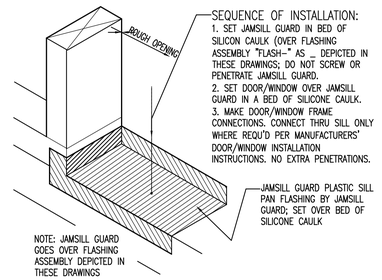


EXTERIOR WALL SHEATHING ELEVATION

NO SCALE

ELEVATION NOTES
- A. ALL WOOD SHEATHING SHALL BE INSTALLED WITH LONG DIMENSION ACROSS STUDS.
- B. ALL SHEATHING SHALL HAVE A SPAN RATING OF 24/0 OR BETTER (UNO).
- C. SEE SHEATHING TYPE & NAILING SCHEDULE ABOVE.

3 EXTERIOR WALL SHEATHING
12" = 1'-0"



NOTES:
1. CONTRACTOR TO COORDINATE SERIES/SIZE OF JAMSILL GUARD.
2. FOLLOW ALL JAMSILL GUARD MANUFACTUER'S INSTRUCTIONS FOR INSTALLATION.

JAMB SILL DETAIL @ DOOR THRESHOLDS
7 12" = 1'-0"

DOOR AND WINDOW NOTES:

IN ACCORDANCE WITH FLORIDA BUILDING CODE 2023 PROVISIONS THE FOLLOWING REQUIREMENTS APPLY FOR ALL NEW OR REPLACEMENT WINDOWS & DOORS:
1. FLORIDA PRODUCT APPROVAL # WITH HIGHLIGHTING FOR EACH WINDOW OR DOOR ASSEMBLY SELECTED.
2. MANUFACTURER INSTALLATION INSTRUCTIONS FOR EACH SELECTED WINDOW/DOOR TYPE.
3. MANUFACTURER SPECIFICATIONS FOR EACH TYPE OF WINDOW/DOOR.
4. UNIT SELECTED MUST MEET OR EXCEED 35 ± D.P. FOR EXPOSURE 'C' and 130 MPH WIND CONDITION WITH A MEAN ROOF HEIGHT OF 35-FT OR LESS.
5. STORM PROTECTION DETAILS (IF APPLICABLE)
6. WINDOW/DOOR LOCATION PLAN.

DOOR AND WINDOW NOTES:

– STANDARDS/LABELING: EXTERIOR WINDOWS AND GLASS DOORS SHALL BE TESTED BY AN APPROVED INDEPENDENT TESTING LABORATORY, AND SHALL BE LABELED WITH AN APPROVED LABEL INDENTIFYING THE MANUFACTURER, PERFORMANCE CHARACTERISTICS AND APPROVED PRODUCT CERTIFICATION AGENCY, TESTING LABORATORY, EVALUATION ENTITY OR MIAMI-DADE NOTICE OF ACCEPTANCE TO INDICATE COMPLIANCE WITH THE REQUIREMENTS OF THE FOLLOWING SPECIFICATIONS:
AAMA/WDMA/CSA 101/I.S. 2/A440-LATEST; ASTM E1886/E1996 IMPACT AND DESIGN PRESSURE STDS.

– FASTENING: ALL EXTERIOR DOOR AND WINDOW ASSEMBLIES SHALL BE ANCHORED IN ACCORDANCE W/ THE PUBLISHED MANUFACTURER'S RECOMMENDATIONS TO ACHIEVE MOUNTING STRENGTH FOR THE DESIGN PRESSURE SPECIFIED.

– GENERAL:

OWNER TO SELECT WINDOW/EXTERIOR DOOR MANUFACTURER.

ALL WINDOWS AND DOORS SIZES AND OPERATING CONFIGURATIONS AS DRAWN ARE APPROXIMATE AND/OR ROUNDED. CONTRACTOR SHALL VERIFY:
A. ACTUAL DIMENSIONS. USE MANUFACTURER'S STOCK SIZES WHENEVER POSSIBLE.
B. R.O. SIZES & ADDITIONAL REQU'D PT 2X SYP MOUNTING BUCK ALLOWANCES, IF REQU'D BY MASONRY OR CONCRETE WALLS
C. DECORATIVE ELEMENTS & DIVIDED LIGHTS/MUNTINS & PROFILES
D. OPERATING CONFIGURATIONS

THE PRECEDING SHALL BE VERIFIED W/ OWNER AND COORDINATED W/ MANUFACTURER(S) OF WINDOWS/EXTERIOR DOORS. ADJUST ACCORDINGLY.

– SCREENS: ALL OPERABLE WINDOWS TO RECEIVE ALUMINUM SCREENS.

– CMU/CONC WALLS: ALL WINDOWS AND DOORS AT EXTERIOR TO HAVE PRESSURE TREATED HEAD, SILL, AND JAMB BUCKS. FASTEN W/ GALV. CONNECTORS TO WOOD PER MANUFACTURER'S RECOMMENDATIONS FOR SPECIFIED WIND ZONE.

– INSULATION: INSULATE W/ POLYFOAM (OR SIM) ALL WINDOWS & EXTERIOR DOORS.

– FLASHING: PROVIDE SELF ADHERING MEMBRANE (A.K.A. "SPLINE") ON ALL OUTSIDE SURFACE OF FLANGES OF DOORS AND WINDOWS LAPPED OVER/UNDER BUILDING FELT. SEE DETAIL. INSTALL ALUMINUM OR GALV FLASHING, AS REQU'D, @ ALL DOOR AND WINDOW HEADS.

– DOOR HARDWARE: TO BE SELECTED BY OWNER, UNO.

– FOR CODE COMPLIANCE:
A. TEMPERED GLASS (IF WINDOW IS NOT IMPACT RESISTANT): CONTRACTOR/WINDOW SUPPLIER TO EVALUATE DRAWINGS AND PROVIDE TEMPERED GLASS AS REQU'D BY APPLICABLE CODE(S), AND ALSO AT ANY LOCATIONS AS NOTED IN DWGS. LOCATIONS:

1. SWINGING DOORS AND FIXED AND SLIDING PANELS OF SLIDING DOORS.

2. DOORS AND ENCLOSURES FOR HOT TUBS/WHIRLPOOLS, SAUNAS, STEAM ROOMS, BATHTUBS, AND SHOWERS. GLAZING IN ANY PORTION OF A BLDG. WALL ENCLOSING THESE COMPARTMENTS WHERE THE BOTTOM EDGE OF THE GLAZING IS LESS THAN 60" ABOVE THE DRAIN INLET

3. GLAZING IN AN INDIVIDUAL FIXED OR OPERABLE PANEL ADJACENT A DOOR WHERE THE NEAREST VERT. EDGE IS W/IN A 24" RADIUS OF THE DOOR IN A CLOSED POSITION AND WHOSE BOT. EDGE IS LESS THAN 60" A.F.F.

4. FIXED OR OPERABLE PANELS WHEN MEETS ALL OF THE FOLLOWING:
   - A. AREA OF PANEL IS 9 s.f. OR GREATER
   - B. BOT. EDGE LESS THAN 18" A.F.F.
   - C. TOP EDGE IS GREATER THAN 36" A.F.F.
   - D. (1) OR MORE OF THE WALKING SURFACES IS W/IN 36" HOR. OF THE PLANE OF GLAZING

5. GLAZING IN WALLS @ SWIMMING POOLS WHERE THE BOT. EDGE OF THE GLAZING IS (1) LESS THAN 60" ABOVE THE WALKING SURFACE ON THE POOL SIDE, AND (2) W/IN 36" HOR. OF THE WALKING SURF. ON THE POOL SIDE

B. BEDROOM EGRESS WINDOW REQUIREMENTS: EVERY SLEEPING ROOM LOCATED ON THE FIRST, SECOND, AND THIRD STORY OR WITHIN BASEMENTS SHALL HAVE AT LEAST ONE EXTERIOR EMERGENCY ESCAPE AND RESCUE OPENING.
DIMENSIONAL INFORMATION:
- MINIMUM NET CLEAR OPENING OF 5.7 SQUARE FEET
- MINIMUM NET CLEAR OPENING HEIGHT: 24"
- MINIMUM NET CLEAR OPENING WIDTH: 20"

C. LIGHT AND VENTILATION: EVERY HABITABLE ROOM OF BUILDINGS SHALL HAVE ONE OR MORE WINDOWS TO AFFORD ADEQUATE LIGHT AND VENTILATION. THE OPENABLE AREA OF OPENINGS FOR NATURAL VENTILATION SHALL BE NOT LESS THAN 4% OF THE FLOOR AREA BEING VENTILATED. REQ'D WINDOWS SHALL HAVE GLAZED OPENINGS OF CLEAR GLASS OF AREA NOT LESS THAN 8% OF THE FLOOR AREA OF THE ROOM SERVED BY THEM.

WATER TEST ALL WINDOWS AND DOORS.

9 WINDOW AND DOOR NOTES
12" = 1'-0"

HEADER SCHEDULE

OPENING SIZE	LOCATION	MIN. HEADER SIZE	# OF BEARING STUDS	# ADJACENT-FULL HEIGHT STUDS	SIMPSON MODEL HOLD-DOWNS
≤ 4'-0"	DOORS & WINDOWS	3-2x6'S	2-2x6 EA. SIDE	1-2x6 EA. SIDE	N/A
≤ 9'-0"	DBL. DOORS	3-2x10'S	2-2x6 EA. SIDE	1-2x6 EA. SIDE	TIE-ROD
≤ 12'-0"	SLIDING DOOR	5.25x9.25 2.0E LVL	2-2x6 EA. SIDE	2-2x6 EA. SIDE	TIE-ROD

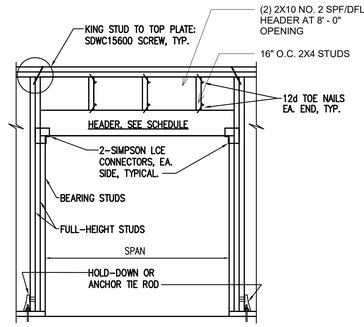
1. BEARING STUDS ARE ALSO REFERED TO AS 'TRIMMERS' OR 'JACK STUDS'.
2. CONNECT EACH SET OF BUILT-UP BEARING STUDS TO HEADER WITH 2-SIMPSON LCE CONNECTORS, TYPICAL.
3. HEADER SIZES ARE FOR UNIFORM LOADS ONLY. IF ANY CONCENTRATED LOAD OR UNUSUAL CONDITION EXISITS, CONTACT PROJECT ARCHITECT IMMEDIATELY.

5 HEADER SCHEDULE
12" = 1'-0"

SHEATHING TYPE AND NAILING SCHEDULE

LOCATION	SHEATHING	PANEL EDGE NAILING (E.N.)	PANEL FIELD NAILING (F.N.)	NAILING AT ROOF OR FLOOR DIAPHRAGM BOUNDARIES	2x BLOCKING AT PANEL EDGES REQ'D
ROOF	5/8" T&G APA	8d AT 4" O.C.	8d AT 4" O.C.	8d AT 4" O.C.	NO
WALLS	7/16" APA	8d AT 6" O.C.	8d AT 12" O.C.		YES

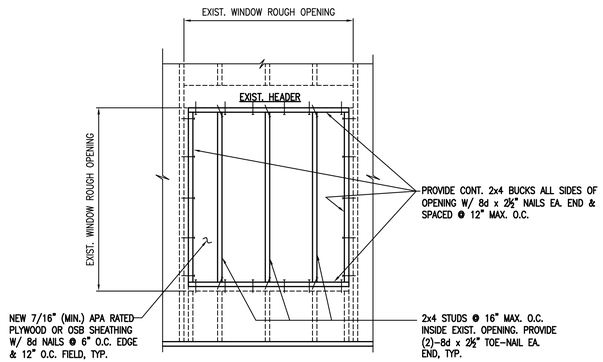
4 SHEATHING TYPE AND NAILING SCHEDULE
12" = 1'-0"



TYPICAL FRAMED HEADER ELEVATIONS

NO SCALE

6 TYPICAL FRAMED HEADER ELEVATIONS
12" = 1'-0"



8 TYPICAL WINDOW INFILL FRAMING
12" = 1'-0"

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dennis@3sdesignstudio.net

No.	Description	Date

WALL WALL ADDITION

306 SOUTH 7TH STREET
FERNANDINA BEACH, FL. 32034

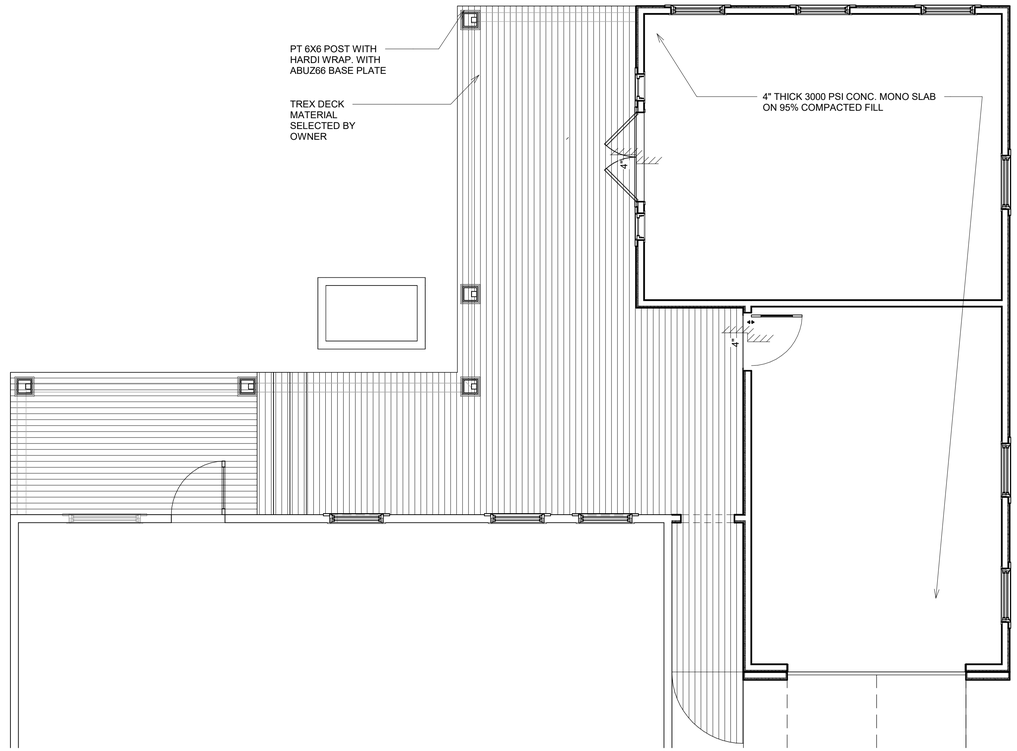
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GENERAL NOTES

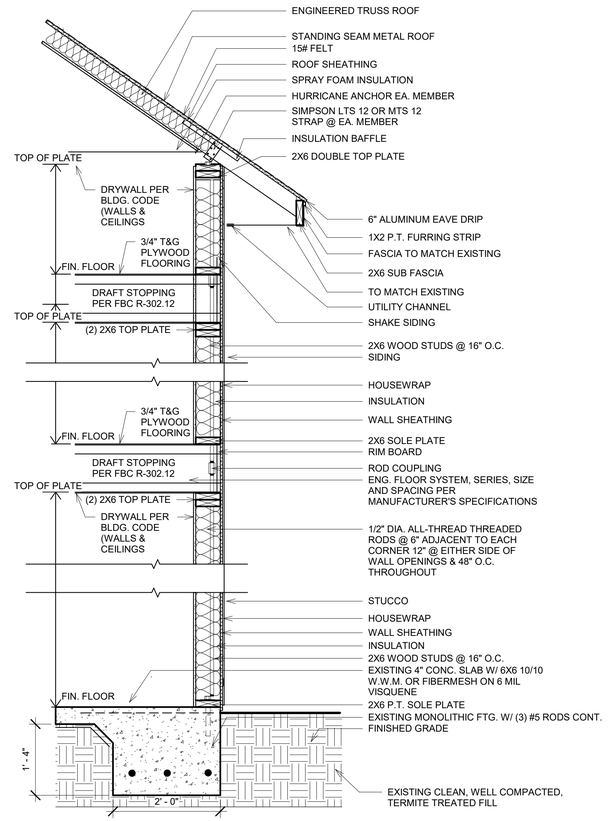
Project number	2022-006
Date	3/5/26
Drawn by	Author
Checked by	Checker
Scale	12" = 1'-0"

A2

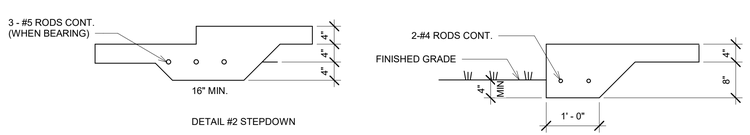
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1 FOUNDATION PLAN
1/4" = 1'-0"

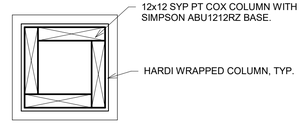


3 2 STORY WALL SECTION
3/4" = 1'-0"



FOOTING DETAILS

2 FOOTING DETAILS
3/4" = 1'-0"



*NOTE ALL FASTENERS TO BE STAINLESS STEEL, TYP. - NO GALVANIZED FASTENERS ARE TO BE EXPOSED!!

4 PORCH COLUMN PLAN DETAIL
1 1/2" = 1'-0"

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No.	Description	Date

WALL
WALL ADDITION
306 SOUTH 7TH STREET
FERNANDINA BEACH, FL. 32034

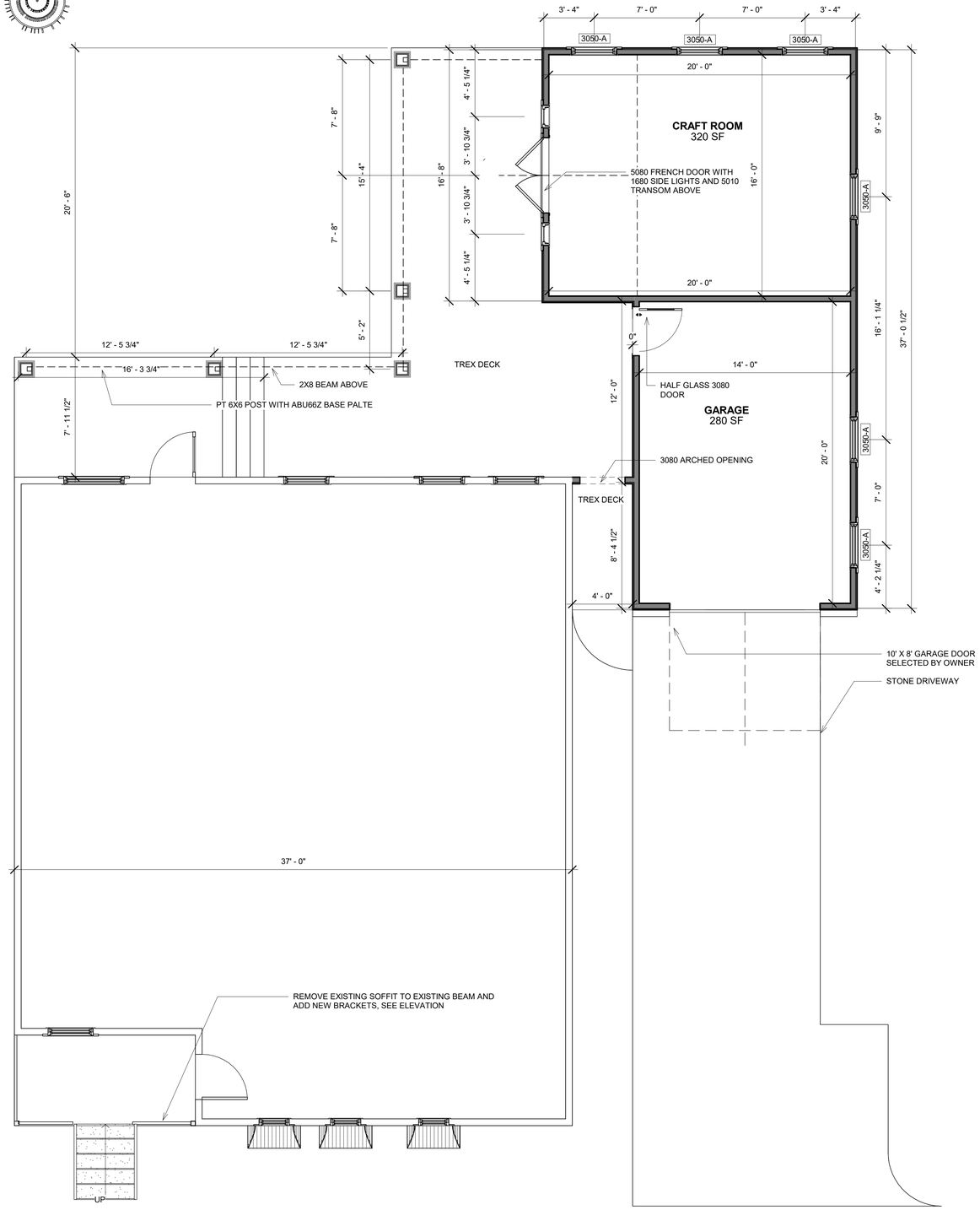
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FOUNDATION PLAN

Project number	2022-006
Date	3/5/26
Drawn by	Author
Checked by	Checker
Scale	As indicated

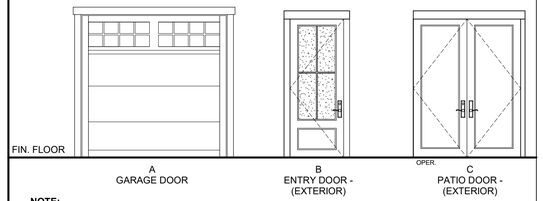
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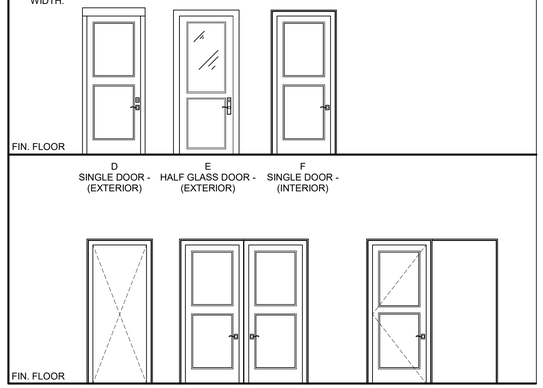
1 FIRST FLOOR PLAN
1/4" = 1'-0"

DOOR TYPE LEGEND



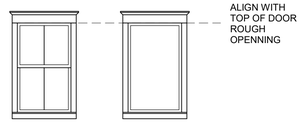
NOTE:
ALL EXTERIOR ROUGH OPENNINGS ARE PER THE MANUFACTURER.

ALL INTERIOR DOOR SIZES ARE DOOR SIZE PLUS 1 1/2" IN HEIGHT AND 2" IN WIDTH.



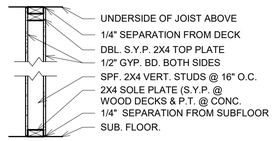
5 LEGEND - DOOR TYPE
1/4" = 1'-0"

WINDOW TYPE LEGEND (EXTERIOR VIEW)

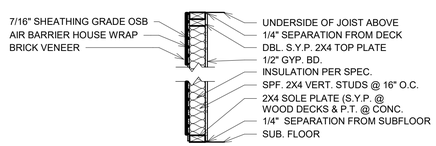


NOTE: ALL WINDOW ROUGH OPENNINGS ARE THE WINDOW MANUFACTURER, TYPICAL.

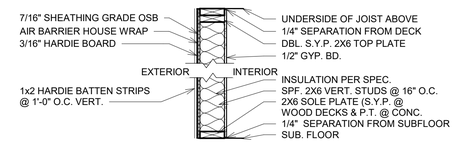
6 LEGEND - WINDOW TYPE
1/4" = 1'-0"



2 WALL TYPE A40 - 2x4 INTERIOR
3/4" = 1'-0"



3 WALL TYPE E41 - BRICK VENEER OR EQUAL
3/4" = 1'-0"



4 WALL TYPE E62 - BOARD & BATTEN ON 2x6
3/4" = 1'-0"

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dennis@3sdesignstudio.net

No.	Description	Date
1	PERMIT SET	8/9/24

WALL WALL ADDITION

306 SOUTH 7TH STREET
FERNANDINA BEACH, FL. 32034

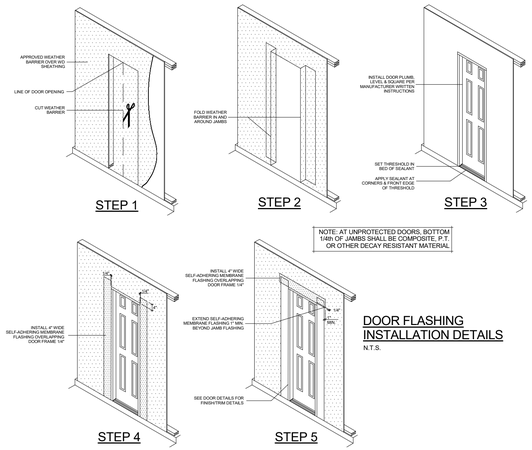
1ST FLOOR PLAN

Project number	2022-006
Date	3/5/26
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Scale	As indicated

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A5

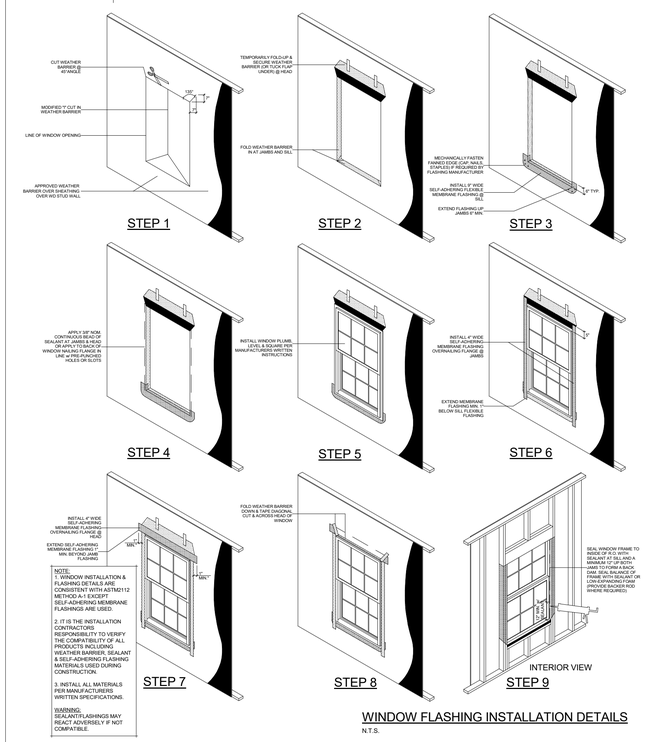
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NOTE: AT UNPROTECTED DOORS, BOTTOM 1/4thI OF JAMBS SHALL BE COMPOSITE, P.T. OR OTHER DECAY RESISTANT MATERIAL

DOOR FLASHING INSTALLATION DETAILS

N.T.S.



NOTE:
1. WINDOW INSTALLATION & FLASHING DETAILS ARE CONSISTENT WITH ASTM2112 METHOD A-1 EXCEPT SELF-ADHERING MEMBRANE FLASHINGS ARE USED.

2. IT IS THE INSTALLATION CONTRACTORS RESPONSIBILITY TO VERIFY THE COMPATIBILITY OF ALL PRODUCTS INCLUDING WEATHER BARRIER, SEALANT & SELF-ADHERING FLASHING MATERIALS USED DURING CONSTRUCTION.

3. INSTALL ALL MATERIALS PER MANUFACTURERS WRITTEN SPECIFICATIONS.

WARNING:
SEALANT/FLASHINGS MAY REACT ADVERSELY IF NOT COMPATIBLE.

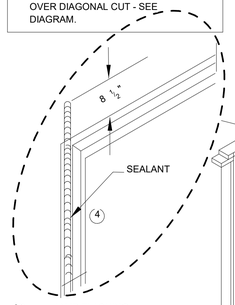
WINDOW FLASHING INSTALLATION DETAILS

N.T.S.

3 WINDOW AND DOOR FLASHING
1/4" = 1'-0"

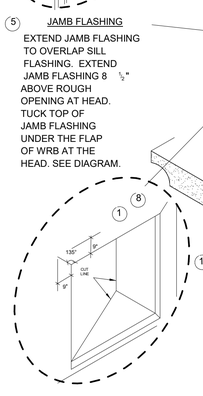
STEPS

1. IN WATER SHEDDING FASHION, STARTING AT THE BASE OF THE WALL & WORKING TOWARDS THE TOP, INSTALL THE WRB TO THE FACE OF THE SHEATHING.
2. APPLY SILL FLASHING
3. APPLY BEAD OF SEALANT AT BACK OF WINDOW FLANGE & SET WINDOW USING PAN HEAD SCREWS TO FACILITATE INSPECTION.
4. APPLY BEAD OF SEALANT AT SIDE JAMBS. EXTEND 8 ½"
5. APPLY JAMB FLASHING
6. APPLY BEAD OF SEALANT AT HEAD
7. APPLY HEAD FLASHING
8. REMOVE PREVIOUSLY APPLIED TAPE, ALLOWING WRB TO LAY FLAT OVER HEAD FLASHING. APPLY NEW SHEATHING TAPE OVER DIAGONAL CUT - SEE DIAGRAM.



5 JAMB FLASHING

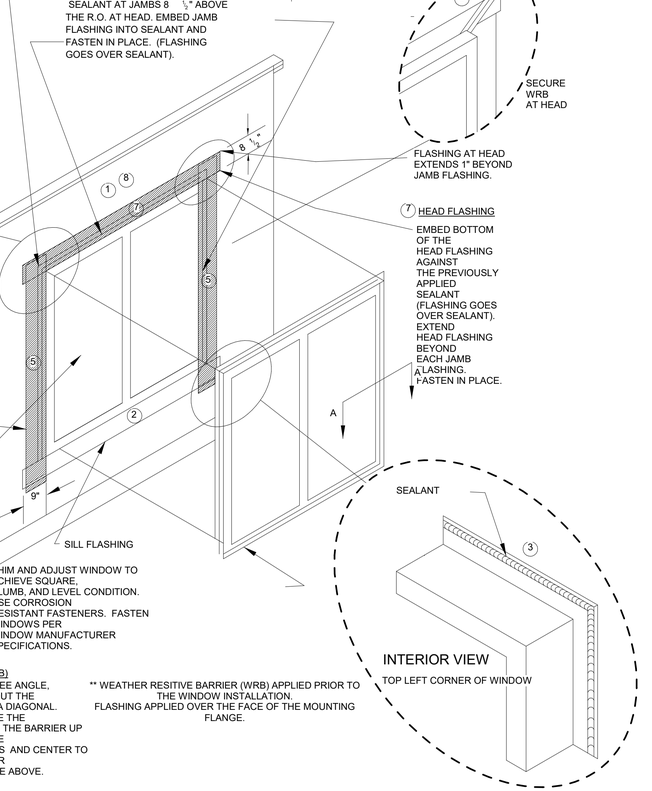
EXTEND JAMB FLASHING TO OVERLAP SILL FLASHING. EXTEND JAMB FLASHING 8 ½" ABOVE ROUGH OPENING AT HEAD. TUCK TOP OF JAMB FLASHING UNDER THE FLAP OF WRB AT THE HEAD. SEE DIAGRAM.



SEAL THE WINDOW FRAME TO OPENING. APPLY A ⅜" NOM. DIA. TO THE BACKSIDE (INTERIOR) OF THE WINDOW FLANGE, IN LINE WITH ANY PRE-PUNCHED HOLES OR SLOTS.

5 JAMB FLASHING

APPLY CONT. SEAL TO THE MOUNTING FLANGES AT THE TOP (HEAD) AND SIDES (JAMBS) OF WINDOW. EXTEND SEALANT AT JAMBS 8 ½" ABOVE THE R.O. AT HEAD. EMBED JAMB FLASHING INTO SEALANT AND FASTEN IN PLACE. (FLASHING GOES OVER SEALANT).

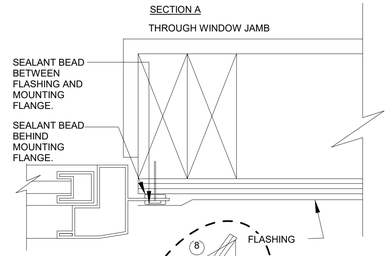


SHIM AND ADJUST WINDOW TO ACHIEVE SQUARE, PLUMB, AND LEVEL CONDITION. USE CORROSION RESISTANT FASTENERS. FASTEN WINDOWS PER WINDOW MANUFACTURER SPECIFICATIONS.

1 WEATHER RESISTANT BARRIER (WRB)

AT A 45 DEGREE ANGLE, CAREFULLY CUT THE BARRIER ON A DIAGONAL. GENTLY RAISE THE TOP EDGE OF THE BARRIER UP AND TAPE THE TOP CORNERS AND CENTER TO THE EXTERIOR WRB SURFACE ABOVE.

SECTION A
THROUGH WINDOW JAMB



7 HEAD FLASHING

EMBED BOTTOM OF THE HEAD FLASHING AGAINST THE PREVIOUSLY APPLIED SEALANT (FLASHING GOES OVER SEALANT). EXTEND HEAD FLASHING BEYOND EACH JAMB A LASHING, FASTEN IN PLACE.

** WEATHER RESITIVE BARRIER (WRB) APPLIED PRIOR TO THE WINDOW INSTALLATION. FLASHING APPLIED OVER THE FACE OF THE MOUNTING FLANGE.

2 WINDOW FLASHING
3/8" = 1'-0"

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Custom Architectural Design
1996 Pebble Point Dr.
Green Cove Springs, FL 32043
dennis@3sdesignstudio.net

No.	Description	Date

WALL
WALL ADDITION
306 SOUTH 7TH STREET
FERNANDINA BEACH, FL. 32034

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FLASHING DETAILS

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Scale	As indicated

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1 FRONT ELEVATION
1/4" = 1'-0"



2 REAR ELEVATION
1/4" = 1'-0"

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No.	Description	Date
1	PERMIT SET	8/9/24

WALL

WALL ADDITION

306 SOUTH 7TH STREET
FERNANDINA BEACH, FL. 32034

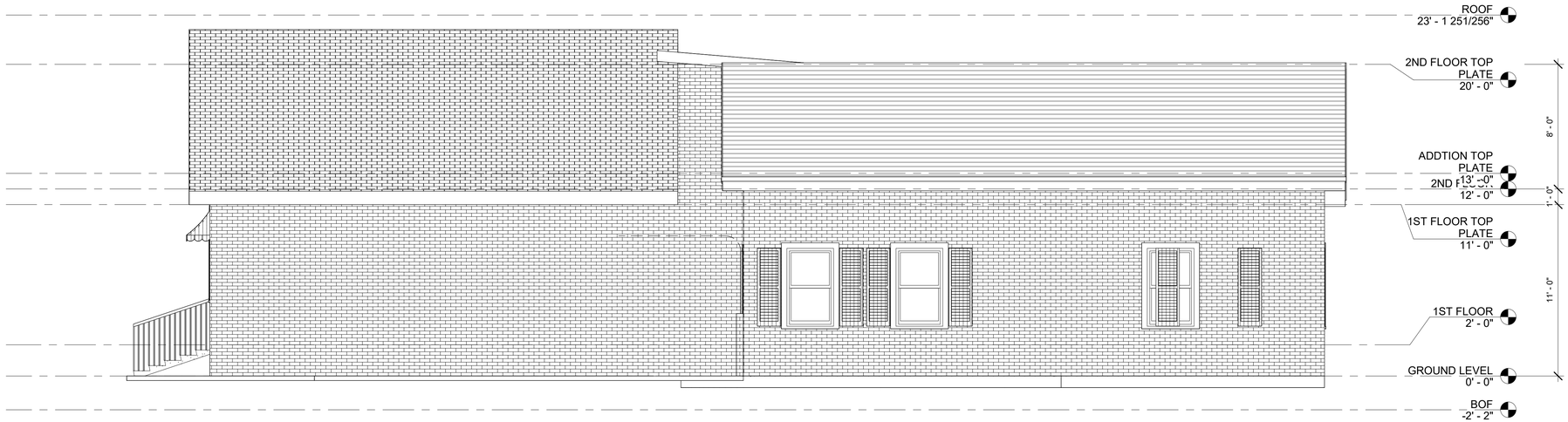
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ELEVATIONS

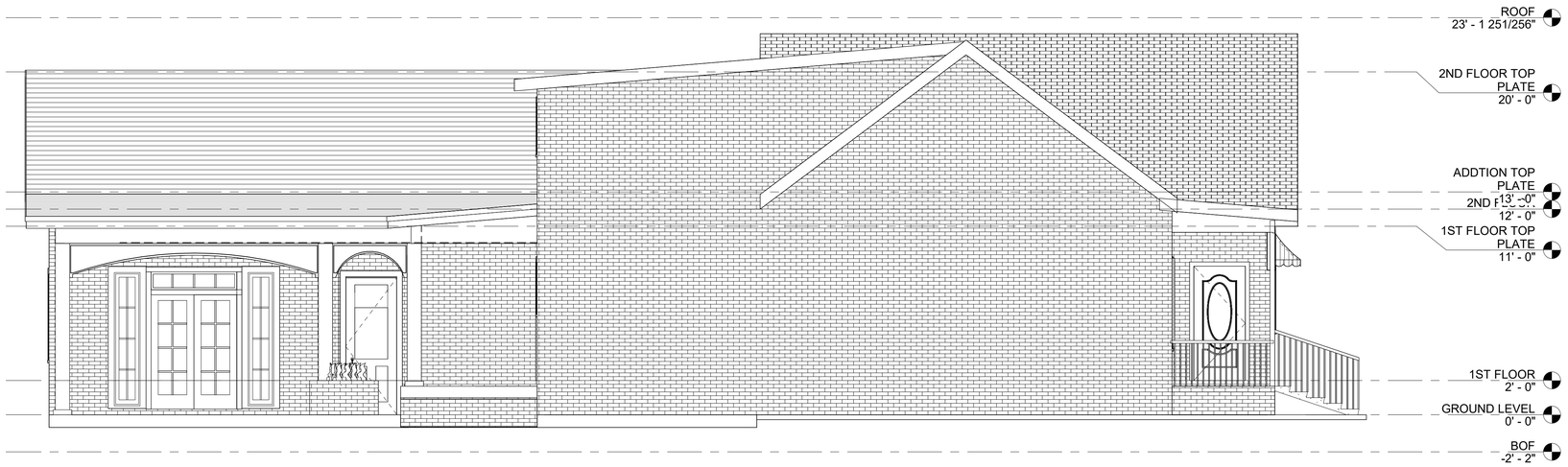
Project number	2022-006
Date	3/5/26
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Checked by	BA
Scale	1/4" = 1'-0"

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2 RIGHT ELEVATION
1/4" = 1'-0"



1 LEFT ELEVATION
1/4" = 1'-0"

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No.	Description	Date

WALL

WALL ADDITION

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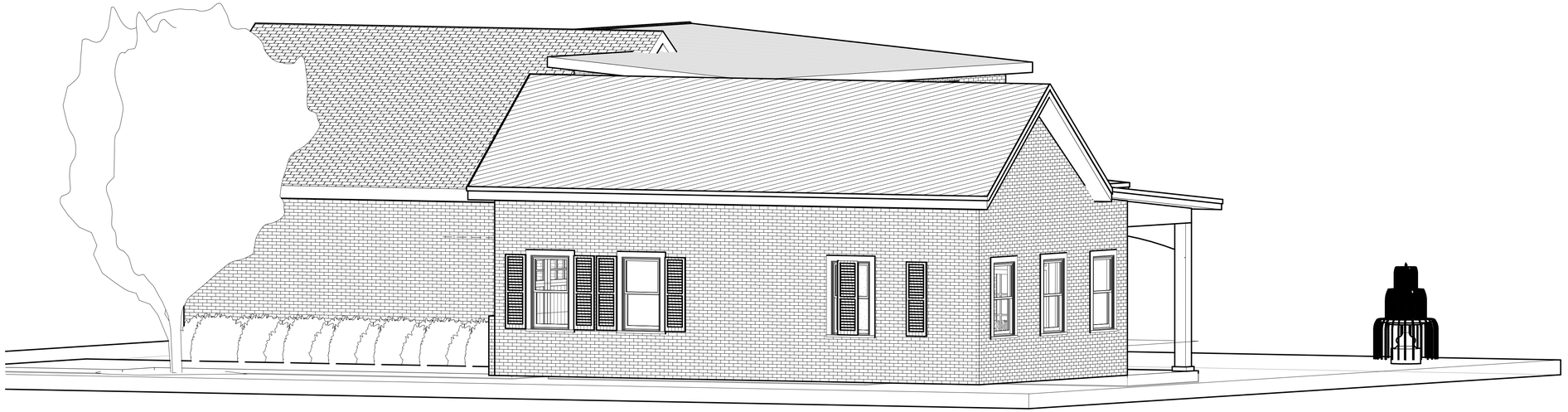
ELEVATIONS

Project number	2022-006
Date	3/5/26
Drawn by	Author
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Scale	1/4" = 1'-0"

A9

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No.	Description	Date

WALL

WALL ADDITION

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PERSPECTIVES

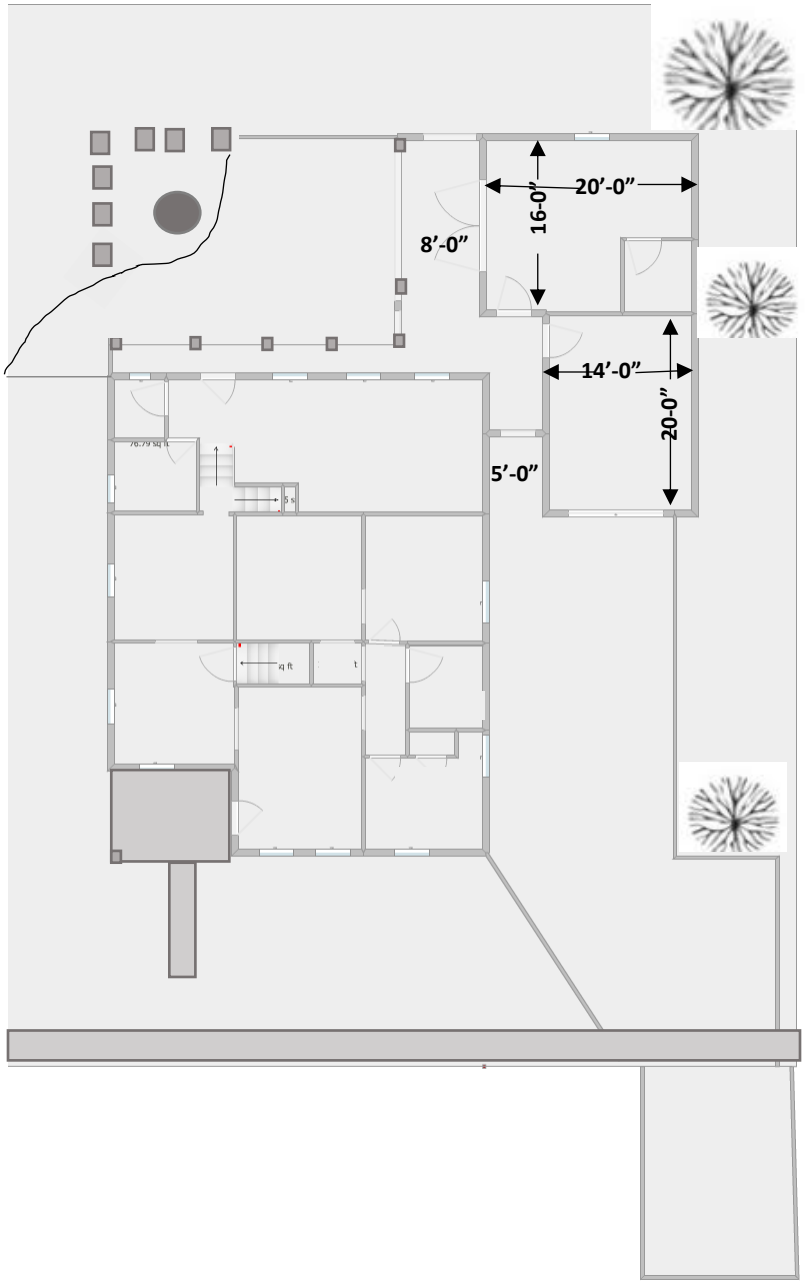
Project number	2022-006
Date	3/5/26
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Checked by	Checker
Scale	

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306 7Th Street
Fernandina Beach, FL



Anne & Steven Wall
306 S 7TH Street
Fernandina Beach, FL



Anne & Steven Wall
306 S 7TH Street
Fernandina Beach, FL



② REAR ELEVATION
1/4" = 1'-0"

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306 S 7TH Street
Fernandina Beach, FL

Upper Windows



JELD-WEN
28 in. x 54 in. V4500 Single Hung Vinyl Window With Bronze Exterior

$614.55

https://www.homedepot.com/p/JELD-WEN-28-in-x-54-in-V4500-Single-Hung-Vinyl-Window-With-Bronze-Exterior-THDJW233400056/320157801

East Windows



JELD-WEN
V-4500 24 in. x 24 in. White Vinyl Nailfin Picture Window with Low E, Argon, and No Grids

$138.95

https://www.homedepot.com/p/JELD-WEN-V-4500-24-in-x-24-in-White-Vinyl-Nailfin-Picture-Window-with-Low-E-Argon-and-No-Grids-THDJW249100023/341457176

Corbels (for columns)

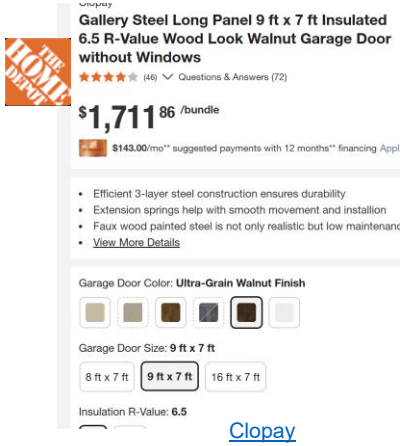
$127.16



https://www.architecturaldepot.com/BKTPNAP.html

Garage Door

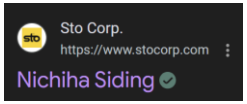




Clopay
Gallery Steel Long Panel 9 ft x 7 ft Insulated 6.5 R-Value Wood Look Walnut Garage Door without Windows

https://www.homedepot.com/p/Clopay-Gallery-Steel-Long-Panel-9-ft-x-7-ft-Insulated-6-5-R-Value-Wood-Look-Walnut-Garage-Door-without-Windows-GR1LP-WO-SOL/324874465

Faux Brick Siding



https://www.nichiha.com/product/vintagebrick

Shutters

Wood Shutters to match existing Deep Royal 2061-10 Benjamin Moore

Side Doors



JELD-WEN

36 in. x 80 in. 1 Panel Left-Hand/Inswing 3/4 Lite Clear Glass Primed Steel Prehung Front Door

$941.80

https://www.homedepot.com/p/JELD-WEN-36-in-x-80-in-1-Panel-Left-Hand-Inswing-3-4-Lite-Clear-Glass-Primed-Steel-Prehung-Front-Door-THDJW230500279/323706695?MERCH=REC-_-rv_gm_pip_rr-_-n/a-_-4-_-n/a-_-n/a-_-n/a-_-n/a-_-n/a

Porch Double Doors with Sidelights



80 Clear 3/4 Lite 1 Panel Smooth Fiberglass Double Door,Sidelites , WBD Impact

SKU#: S90-I_S751SL-I_2-2
Now Only: $5,137.00

https://www.doornmore.com/s90-i-s751sl-i-2-2-80-clear-34-lite-1-panel-smooth-fiberglass-double-doorsidelites-wbd-impact.html

Columns

$256.79



6"W X 8'H PREMIUM SQUARE NON-TAPERED RECESSED PANEL PVC ENDURA-CRAFT COLUMN WRAP KIT, STANDARD CAPITAL & BASE - FITS POSTS UP TO 4 3/8"

https://www.architecturaldepot.com/ECKENM.html

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Pendent Lights



wayfair

Seshadri 14"W White and Jute Dome Pendant Light

By Breakwater Bay

$38.99

https://www.wayfair.com/lighting/pdp/breakwater-bay-seshadri-14w-white-and-jute-dome-pendant-light-w110050305.html?auctionId=e9a7aa2f-1093-4eb8-a409-fa63b68f59e5&trackingId=%7B%22adType%22%3A%22WSP%22%2C%22auctionId%22%3A%22e9a7aa2f-1093-4eb8-a409-fa63b68f59e5%22%7D&adTypeId=1

Ceiling Lights



amazon

2 Pack Flush Mount Ceiling Light - Star Lights Fixture Hallway

Lighting Fixtures Modern Ceiling Lights Brass Flush Mount Light

Fixture for Kitchen Bathroom Bedroom Entryway (Bulb not included)

Visit the FRIDEKO HOME Store

https://www.amazon.com/dp/B09LQDTRHH/?coliid=I14SDKPB5TNQSU&colid=1TCXH3PSXQZH2&ref_=list_c_wl_lv_ov_lig_dp_it&th=1

Exterior Lights



Retro Outdoor Wall Light

By Alcott Hill®

1.SKU: W111726324

$87.99

wayfair

https://www.wayfair.com/lighting/pdp/alcott-hill-retro-outdoor-wall-light-w111726324.html



Copen Wall Light

By Alcott Hill®

wayfair

$119.99

https://www.wayfair.com/lighting/pdp/alcott-hill-copen-wall-light-w110656263.html

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306 S 7th Street
Fernandina Beach, FL

Reset Form

Page 1

☐ Original
☒ Update



HISTORICAL STRUCTURE FORM
FLORIDA MASTER SITE FILE
Version 4.0 1/07

Site #8 **NA01175**
Field Date 2-14-2018
Form Date 2-14-2018
Recorder # _____

Shaded Fields represent the minimum acceptable level of documentation.
Consult the *Guide to Historical Structure Forms* for detailed instructions.

Site Name(s) (address if none) 306 S. 7th St. Multiple Listing (DHR only) _____
Survey Project Name Fernandina Beach Historic Resource Survey Update Survey # (DHR only) _____
National Register Category (please check one) ☒building ☐structure ☐district ☐site ☐object
Ownership: ☐private-profit ☐private-nonprofit ☒private-individual ☐private-nonspecific ☐city ☐county ☐state ☐federal ☐Native American ☐foreign ☐unknown

LOCATION & MAPPING

Clear Location Values

Street Number	Direction	Street Name	Street Type	Suffix Direction
306	S	7th	Street	

Address:
Cross Streets (nearest / between) _____
USGS 7.5 Map Name FERNANDINA BEACH USGS Date _____ Plat or Other Map _____
City / Town (within 3 miles) Fernandina Beach In City Limits? ☒yes ☐no ☐unknown County Nassau
Township 3N Range 28E Section 23 ¼ section: ☐NW ☐SW ☐SE ☐NE Irregular-name: _____
Tax Parcel # 00-00-31-1800-0128-0012 Landgrant _____
Subdivision Name _____ Block _____ Lot _____
UTM Coordinates: Zone ☐16 ☐17 Easting ☐☐☐☐☐☐ Northing ☐☐☐☐☐☐☐
Other Coordinates: X: _____ Y: _____ Coordinate System & Datum _____
Name of Public Tract (e.g., park) _____

HISTORY

Clear History Values

Construction Year: 1920 ☒approximately ☐year listed or earlier ☐year listed or later
Original Use Private Residence (House/Cottage/Cabin) From (year): _____ To (year): _____
Current Use Private Residence (House/Cottage/Cabin) From (year): _____ To (year): _____
Other Use _____ From (year): _____ To (year): _____
Moves: ☐yes ☐no ☒unknown Date: _____ Original address _____
Alterations: ☒yes ☐no ☐unknown Date: _____ Nature Siding; awnings; porch
Additions: ☒yes ☐no ☐unknown Date: _____ Nature Rear gable & shed
Architect (last name first): _____ Builder (last name first): _____
Ownership History (especially original owner, dates, profession, etc.) _____

Is the Resource Affected by a Local Preservation Ordinance? ☒yes ☐no ☐unknown Describe Downtown historic district

DESCRIPTION

Clear Description Values

Style Frame Vernacular Exterior Plan Irregular Number of Stories 1.5
Exterior Fabric(s) 1. Brick 2. _____ 3. _____
Roof Type(s) 1. Cross-gabled 2. _____ 3. _____
Roof Material(s) 1. Composition shingles 2. _____ 3. _____
Roof secondary strucs. (dormers etc.) 1. _____ 2. _____
Windows (types, materials, etc.) 2/2 dhs, modern metal awnings

Distinguishing Architectural Features (exterior or interior ornaments) Vernacular form

Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.) _____

DHR USE ONLY	OFFICIAL EVALUATION	DHR USE ONLY
NR List Date _____ ☐Owner Objection	SHPO – Appears to meet criteria for NR listing: ☐yes ☐no ☐insufficient info Date _____ Init. _____ KEEPER – Determined eligible: ☐yes ☐no Clear Check Boxes Date _____ NR Criteria for Evaluation: ☐a ☐b ☐c ☐d (see *National Register Bulletin 15*, p. 2)	

HISTORICAL STRUCTURE FORM

Site # 8 **NA01175**

DESCRIPTION (continued)

Clear Description Values

Chimney: No. 0 Chimney Material(s): 1. _____ 2. _____

Structural System(s): 1. Wood frame 2. _____ 3. _____

Foundation Type(s): 1. Unknown 2. _____

Foundation Material(s): 1. _____ 2. _____

Note: you may use the last box in each field to type in an answer that does not appear in the list provided

Main Entrance (stylistic details) Obscured

Porch Descriptions (types, locations, roof types, etc.) Entry/W, shed, open, square supports & railing

Condition (overall resource condition): ☐excellent ☐good ☒fair ☐deteriorated ☐ruinous

Narrative Description of Resource _____

Archaeological Remains _____ ☐Check if Archaeological Form Completed

RESEARCH METHODS (check all that apply)

☒FMSF record search (sites/surveys)	☒library research	☐building permits	☒Sanborn maps
☐FL State Archives/photo collection	☐city directory	☐occupant/owner interview	☒plat maps
☐property appraiser / tax records	☒newspaper files	☐neighbor interview	☐Public Lands Survey (DEP)
☒cultural resource survey (CRAS)	☒historic photos	☐interior inspection	☒HABS/HAER record search

☐other methods (describe) _____

Bibliographic References (give FMSF manuscript # if relevant, use continuation sheet if needed) _____

OPINION OF RESOURCE SIGNIFICANCE

Clear Significance Values

Appears to meet the criteria for National Register listing individually? ☐yes ☒no ☐insufficient information

Appears to meet the criteria for National Register listing as part of a district? ☐yes ☒no ☐insufficient information

Explanation of Evaluation (required, whether significant or not; use separate sheet if needed) This is an update-the building is an average example of a common resource type in the region and is heavily altered.

Area(s) of Historical Significance (see *National Register Bulletin 15*, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.)

1. _____ 3. _____ 5. _____

2. _____ 4. _____ 6. _____

DOCUMENTATION

Clear Documentation Values

Accessible Documentation Not Filed with the Site File - including field notes, analysis notes, photos, plans and other important documents

1) Document type _____ Maintaining organization _____

Document description _____ File or accession #'s _____

2) Document type _____ Maintaining organization _____

Document description _____ File or accession #'s _____

RECORDER INFORMATION

Recorder Name Sheldon Owens Affiliation Brockington and Assc. Inc.

Recorder Contact Information 498 Wando Park Blvd. Suite 700, Mt. Pleasant SC 29464; 843-881-3128

(address / phone / fax / e-mail)

Required Attachments

❶ USGS 7.5' MAP WITH STRUCTURE LOCATION PINPOINTED IN RED

❷ LARGE SCALE STREET, PLAT OR PARCEL MAP (available from most property appraiser web sites)

❸ PHOTO OF MAIN FACADE, ARCHIVAL B&W PRINT OR DIGITAL IMAGE FILE

If submitting an image file, it must be included on disk or CD AND in hard copy format (plain paper is acceptable). Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.

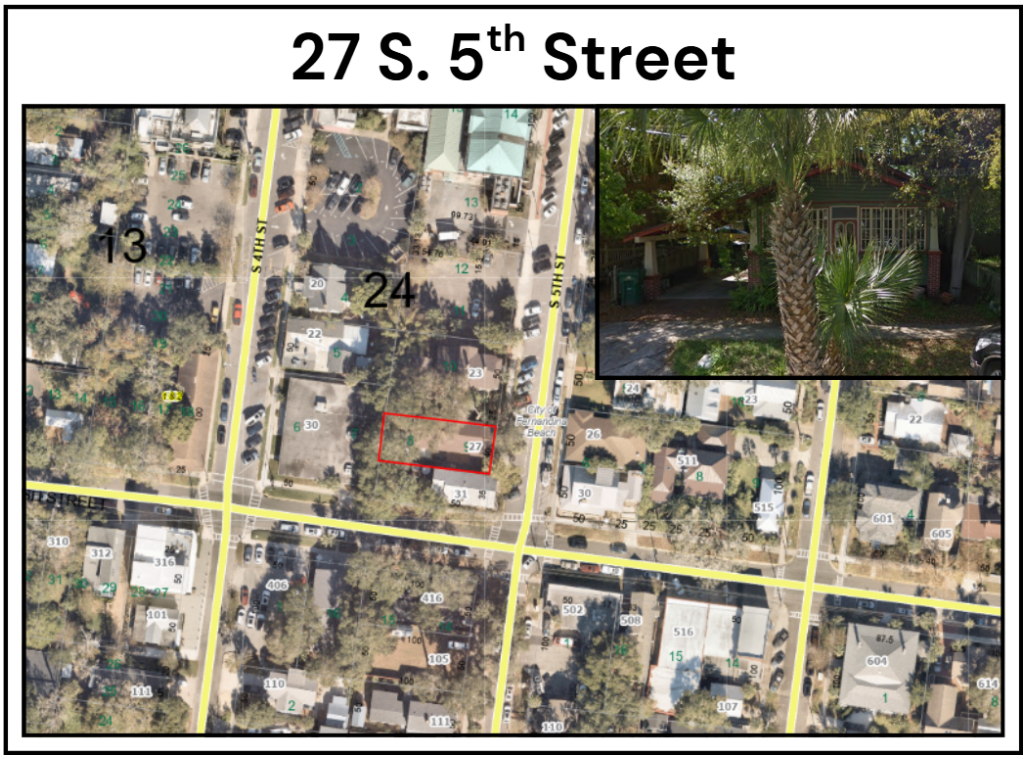
HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2026-0014
May 21st, 2026

Owner/Applicant:	Blanchford Real Estate Company, LLC
Property Address:	27 South 5th Street
Parcel ID #	00-00-31-1800-0024-0081
Current zoning:	C-3
FLUM land use category:	Central Business District
Existing uses on site:	Single Family Residence
FL Master Site File #	NA00332
Year Built:	1925
Contributing Status:	Contributing
Requested action:	**FINAL** Certificate of Approval (COA) to construct an ADA compliant ramp, make modifications to accommodate a commercial business, and improve the outdoors pavers and landscaping areas.

All required application materials have been received. All fees have been paid. All required notices have been made.

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is requesting **Final** Approval to: add a new ADA ramp, make modifications to accommodate a commercial business, and improve the outdoors pavers and landscaping areas. The new owners of this property attended the Technical Review Committee meeting on February 26, 2026. The follow-up notes they received from that meeting urged them to gain approval from the HDC for the changes to the exterior of the property (Exhibit 3).



Project description from application: This project is light modification to the building and property to become Coastal Tea Cafe, a breakfast and lunch cafe featuring premium iced and hot teas, locally roasted coffee, and delicious fresh fare. We are targeting 52 seats. (See attached seating chart). It will also have a book nook, laptop lane, and local art for sale on the walls. The main change to the structure is to comply with ADA, adding a ramp and side door on the current driveway on the south side of the house. The ramp will be 30 feet long and start near the front of the home and go back to the double windows on the south side. One window will be moved to make space for the door but it will be reused next to that door on the other side. We will also be moving the wall of the bathroom on the back (west end) of the house 2 feet into the existing back porch. No roof line changes.

The shed will also be upgraded with no appreciable changes to the outside. We will add proper electrical wiring, insulation, HVAC, and lighting. We will prepare the shed porch floor and add ceiling fans for porch diners' comfort.

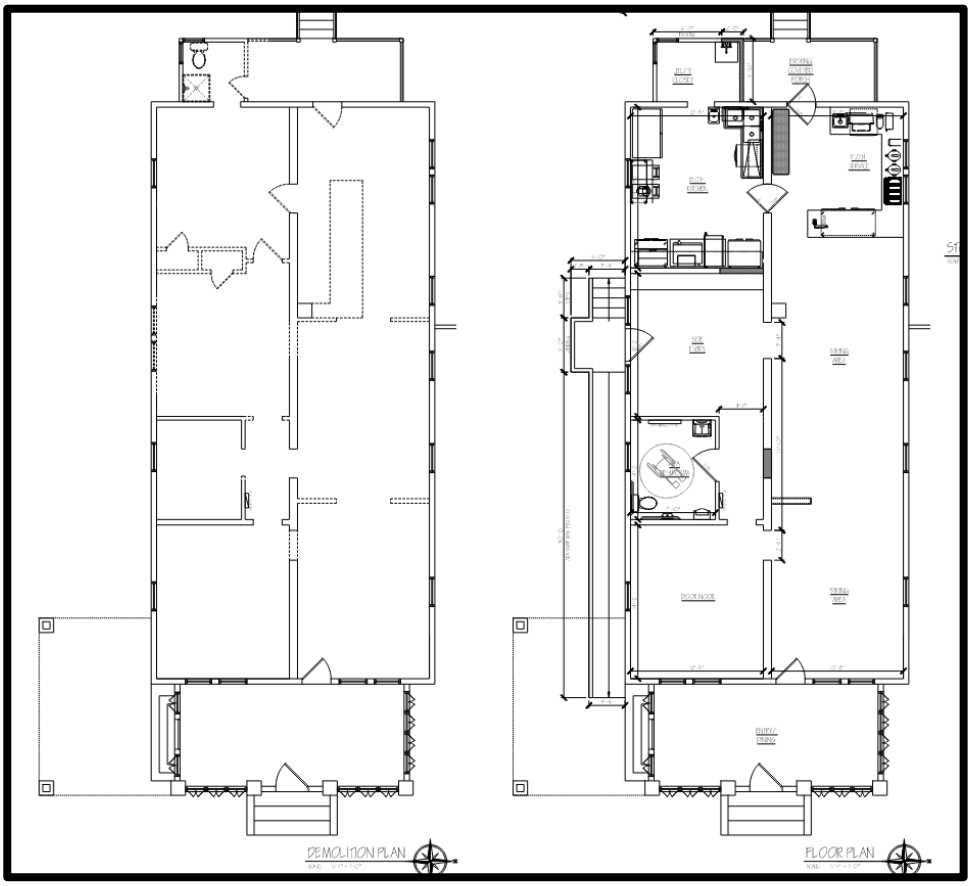
We will also add brick pavers (approximately 100 sq ft.) in the garden in front of the house enclosed in the white fence and 1.5 ft thick around the edges of the pavers in the back of the house (approximately 30 sq. ft.) for outside dining. (See sketches attached.) We will have lights outside similar to the way they are today. We will have flowers and plants in the rest of the open ground spaces. Outside dining will have umbrellas on the new front patio and in the back yard and canvas "sail" shades on the south side of the house just as the ones that were there before. The umbrellas and shade will be Sunbrella brand in their color Aruba. See details in the rendering below.

The historic light on the front of the house will be left there but moved up 1 foot to accommodate the sign.

We will leave the trellis and fence out front and add an oval sign (about 45 in long x 24 in high) mounted on a post and hanging over the sidewalk with lights. (Similar to neighboring Hola Cafe) We will have a similar sign on the front gable of the house as well as a sandwich board near the sidewalk. See the AI mockups in the files attached. Signs will made by Fast Signs from MDO painted or with vinyl stickers. We will also have a sandwich board sign by the sidewalk per the attached files.

We are excited to be part of the historical district of this amazingly beautiful and friendly down that we now call home and look forward to providing excellent service, fresh food and delicious teas and coffees for our neighbors and tourist alike to enjoy and connect over.

Demolition and Proposed Floor Plan:

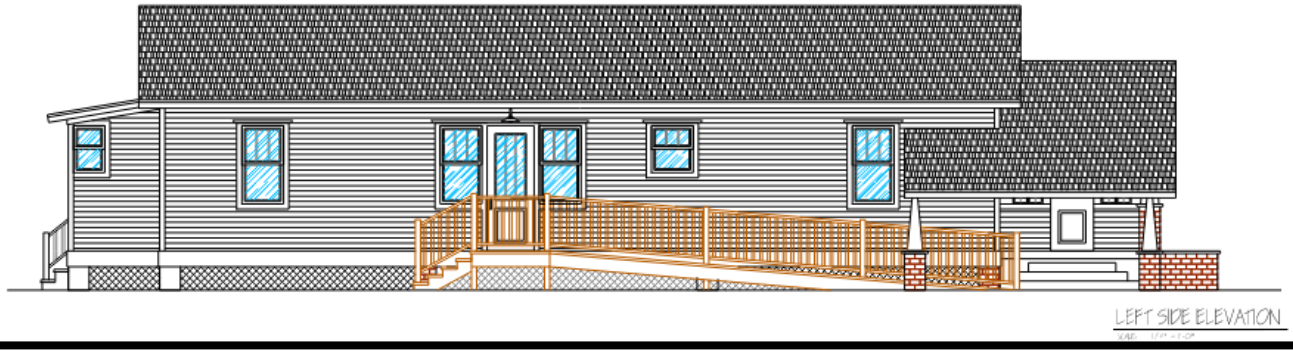


Proposed Elevations:









APPLICABLE GUIDELINES:

CITY OF FERNANDINA BEACH COMPREHENSIVE PLAN
CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE
CITY OF FERNANDINA BEACH DOWNTOWN DESIGN GUIDELINES
SECRETERY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

ANALYSIS:

PROPOSED MATERIALS		
	Type/Material/Brand	**Color**
ADA Ramp Deck	Timber Tech Composite	Sandy Birch
ADA Ramp Rail & Structure	YellaWood PT	N/A
Shade material	Sun Shade Sail 10 x 13	White and yellow stripe
Door	Jeld-Wen #JWPRO2392000190-36in	Surf Green, SW6473

Window	Existing, relocated	Existing
Sign	Fast Signs, Wood oval	Logo in paint or vinyl
Pavers	Brick	Surf Green, SW6473

Site Plan –

- **Building Type-** Commercial use is permissible in C-3, Central Business District.
- **Lot Density** – The property is located within the Central Business District; therefore, lot coverage can be up to 100%.
- **Mechanical** – New proposed mechanical equipment is not shown on the application. The equipment will be required to be screened and more than 5 feet away from any property line.
- **Setbacks** – There are no required setbacks for the C-3 zoning district
- **Parking –** On street parking is currently provided.
- **Orientation** – All primary structures are required to front the street; this project would not alter the frontage on S 5th Street.

Elevations –

- **Scale** – The building is appropriately scaled and in proportion with Downtown. Accessibility ramps are addressed on page 107 of the Design Guidelines. The relevant recommendations are to place ramps at the rear or side elevations to decrease visual impact and to blend the ramp into the existing design. Staff believe the placement of this ramp is appropriate for the existing building.
- **ADA Compliance:** According to the ADA Standards for Accessible Design, an access ramp should have a slope no greater than 1:12, which this design accomplishes. The width of the ramp should be no smaller than 36", which is also satisfied by this design.
- **Height** – Building height shall be measured from the approved finished grade to the highest point on the structure, per LDC 4.02.03(C). The height is scheduled to remain the same.
- **Materials** – The project features materials that are appropriate for the Downtown Historic District including existing doors and windows and brick pavers. The choice of material for the ADA ramp is Timber Tech Composite. The Design Guidelines state "The use of substitute materials for porch floors such as wood and plastic composites may be appropriate under some circumstances. If these treatments are used ensure they are not easily seen from the street, or paint them to blend with the house colors" (HDDG, p. 86). In this case, a more durable material, such as Timber Tech, is permitted to ensure accessibility to the goods and services offered by the new business for all abilities.
- **Foundation** – The foundation will not be altered for this project.
- **Windows** –Two of the windows will be shifted slightly to either side of a new door to provide an entry way from the end of the ramp. The windows will be reused on the project, no new windows are proposed.

- **Doors** –A new door is proposed where the ramp will enter the building, it is compliant with the Design Guidelines. The applicants retroactively altered their application to involve widening the opening of the doorway on the back porch for ease of service to the back patio. An email detailing this change and a picture of the existing door is included in the agenda packet. The Design Guidelines state: "It is not appropriate to resize or otherwise alter an entrance." (HDDG, p. 42) However, this could be considered an exit door since it is located on the rear façade and not visible from the street.

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

1. **A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
2. **The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
3. **Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
4. **Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.**
   Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
5. **Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.**
   Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
6. **Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.**
   Findings: Complies ☐ Does not Comply ☐ N/A ☒
7. **Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.**
   Findings: Complies ☐ Does not Comply ☐ N/A ☒
8. **Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.**
   Findings: Complies ☐ Does not Comply ☐ N/A ☒
9. **New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.**
   Findings: Complies ☒ Does not Comply ☐ N/A ☐
10. **New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**
    Findings: Complies ☒ Does not Comply ☐ N/A ☐

STAFF RECOMMENDATION:

Staff finds that the requested action, as presented, is consistent with the Comprehensive Plan, the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Design Guidelines.

Staff recommendation: FINAL APPROVAL of HDC 2026-0014 with the condition that machinal equipment is at least 5 ft from the property line and screened, and that visible wood elements are stained or painted.

MOTION TO CONSIDER:

I move to **approve or deny** case number HDC 2026-0016 **with or without** conditions;

AND I move that the HDC make the following findings of fact and conclusions of law part of the record:

That HDC case HDC 2026-0016, as presented, **is or is not** substantially compliant with the Comprehensive Plan, Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Design Guidelines to warrant **FINAL** approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 **HDC2026-0014 Combined Application Materials**
EXHIBIT 2 **Email to amend application RE: back door**
EXHIBIT 3 **Technical Review Committee Follow-up Notes**
EXHIBIT 4 **Florida Master Site File NA00332**

Historic District Council (HDC) Certificate of Approval (COA) Application

Save Progress

HISTORIC DISTRICT COUNCIL (HDC): CERTIFICATE OF APPROVAL (COA) APPLICATION

USE THIS FORM TO Apply for BOARD approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA) AND STAFF-LEVEL review for EXTERIOR PAINT and INSTLLATION OF PERVIOUS PAVERS projects ONLY.

NOTE: All other STAFF-LEVEL approvals (i.e, fence, right-of-way, roof) and smaller STAFF-LEVEL project reviews can be submitted with your building permit where reviews will be performed and cost will be assessed simultaneously.

Select Language

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Fees

- [ ] Certificate of Approval (COA): Staff Review $25
- [ ] Certificate of Approval (COA): Board Review - Residential Single Family) $250
- [x] Certificate of Approval (COA): Board Review - Commercial/Multi-Family/2 or more Residential Units/Mixed Use $400
- [ ] Demolition of a Primary Structure – Non-Contributing $1,500
- [ ] Demolition of a Primary Structure – Contributing $7,500
- [ ] After-the-Fact Certificate of Approval (COA): Staff Review $100
- [ ] After-the-Fact Certificate of Approval (COA): Board Review $1,500
- [ ] Amendment to Previously Approved COA - First Amendment Free, Subsequent Amendments = 1/2 cost of original fees

Basis for Review

All applications, whether Staff or Board review, are reviewed for consistency with the City of Fernandina Beach Comprehensive Plan, Land Development Code, and applicable guidelines such as the Downtown Historic District Design Guidelines, Old Town Fernandina Preservation and Development Guidelines, and the Community Redevelopment Area (CRA) Design Guidelines. Guidelines for the Historic Districts are based on the U.S. Secretary of the Interior's Standards for Rehabilitation.

2026 Submission Deadlines + Board Meetings Calendar

Application Deadline (4:30pm)	Nov 06 2025	Dec 04 2025	Jan 08 2026	Feb 05 2026	Mar 05 2026	Apr 09 2026	May 07 2026	June 04 2026	July 09 2026	Aug 06 2026	Sep 03 2026	Oct 08 2026	Nov 05 2026	Dec 10 2026
Meeting Date	Dec 18 2025	Jan 15 2026	Feb 19 2026	Mar 19 2026	Apr 16 2026	May 21 2026	June 18 2026	July 16 2026	Aug 20 2026	Sep 17 2026	Oct 15 2026	Nov 19 2026	Dec 17 2026	Jan 21 2027

IMPORTANT NOTES

Conceptual Approvals

Conceptual approvals are provided by the HDC as a courtesy to the applicant in an effort to allow comment from the Historic District Council and citizens during the conceptual design process. The HDC will provide the applicant with feedback and guidance relating to the proposal and take a vote to indicate whether the board feels the proposal is adequately appropriate to proceed. In all cases, the applicant must return to the HDC to seek final approval of their projects. There is no additional fee for this review above the Certificate of Approval fee.

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Pre-Application Meeting

To guide you through the process and to ensure that your application is properly processed, you'll need to meet with the Preservation Planner prior to submitting your application. The application must be submitted at least 42 days before the scheduled meeting to allow time for review. Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, right-of-way, or zoning permit (if required).

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Application Requirements

For Staff Approval or Final Approval by the Board the following application materials **must** be submitted. Please be sure to upload all necessary documents pertaining to your COA request to your COA application or permit application.

**Note on Elevation Requirements: Elevations must include specific material and detail information with call outs that define all visible exterior elements, such as (but not limited to): wall finishes, foundation wall finish, corner-boards, water-tables, barge-boards, cornice trim, door trim, window trim, column elements, railings, roof fascia, balcony trim elements, supporting/decorative brackets, gable end decorative elements, shutters, roof finishes, chimney finish, privacy fences, picket fences, gates, utility yard screens, gazebos, outdoor shower screens, etc. Provide specific detail views of features that cannot be called out with notes on the elevations. Examples include porch details, pier elements, lattice infill components, soffit and cornice trim detailing, etc.*

- [ ] A complete/ signed application;
- [x] Proof of Ownership (copy of deed or tax statement);
- [x] A current survey of the property, for new construction and any change to existing footprint. (no older than two years);
- [ ] Scaled site plan of the proposed work, including lot dimensions, setbacks, finished floor elevations, and any changes as a result of proposed building footprints;
- [ ] Site plan must show all trees greater than 5" diameter at breast height (DBH) and indicate any trees that
- [x] Scaled elevations & plans*;
- [ ] Elevations and/or site plan must show all proposed mechanical and plumbing equipment (HVAC, hood vents, backflow preventers, etc.) All rooftop mechanical equipment shall be screened from view to adjacent properties and rights-of-way by utilizing parapets or other screening elements that are integrated into the overall architecture of the structure and constructed using materials and methods that are consistent with those used on the building.
- [ ] For Additions to Historic Structures: Provide detailed connection plans, photos of existing walls (inside and outside) and details for the connection along with any reuse of existing materials;
- [x] Any additional backup materials, as necessary;
- [ ] If applying as an agent, Owner's Authorization for Agent Representation form must be signed/ notarized and submitted as part of the application;
- [ ] For window replacement, a Window Survey must be completed by a design professional other than

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are to be removed as part of the scope of work;

- [x] Photographs of the existing site and existing buildings if any, including views from the street;
- [ ] Context elevations, drawings, and photos for entire blockface when proposing any new structures;
- [x] Product/material details and specifications, including brochures or printouts, for any proposed material as applicable and not limited to: doors, windows, roofing, exterior fabric, fascia/trim, shutters, fencing, sidewalk/driveway, landscaping, foundation, porch/deck, sheds, and proposed colors for ALL surfaces to be painted/stained/treated;

as window sales representative.

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Please see the Land Development Code (LDC) for detailed information:

- [ ] Historic District Overlays – see LDC Section 8.01.01
- [ ] Specific Requirements within the OT-1 and OT-2 Zoning Districts – see LDC Section 8.01.01.02
- [ ] Amelia River Waterfront Community Redevelopment Area – see LDC Section 8.01.02
- [ ] Application Process for Certificate of Approval – see LDC Section 8.03.03
- [ ] Signage in the Historic Districts and Community Redevelopment Area – see LDC Section 8.01.03
- [ ] Requirements for Demolition Applications – see LDC Section 8.03.03.01
- [ ] Appeals - see LDC Section 8.03.09

The LDC is Available for Review at

www.fbfl.us/LDC

Appeals

An applicant may appeal the HDC's decision for variances to a court of record as outlined in LDC Section 10.02.04(D). The petition shall be presented to within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

PROJECT TYPE*

Alteration

APPROVAL TYPE*

Board Approval: Final

See Certificate of Approval Matrix for details

Have you met with a planner for a pre-application meeting?*

Yes

What was the date of your pre-application meeting?*

03/30/2026

PROPERTY INFORMATION

Property information can be found at the Nassau County Property Appraiser's website → Map Search

Historic District*

Downtown

Site Address*

27 S. 5th St.

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Project Description*

This project is light modification to the building and property to become Coastal Tea Cafe, a breakfast and lunch cafe featuring premium iced and hot teas, locally roasted coffee, and delicious fresh fare. We are targeting 52 seats. (See attached seating chart). It will also have a book nook, laptop lane, and local art for sale on the walls. The main change to the sturcture is to comply with ADA, adding a ramp and side door on the current driveway on the south side of the house. The ramp will be 30 feet long and start near the front of the home and go back to the double windows on the south side. One window will be moved to make space for the door but it will be reused next to that door on the other side. We will also be moving the wall of the bathroom on the back (west end) of the house 2 feet into the existing back porch. No roof line changes.

The shed will also be upgraded with no appreciable changes to the outside. We will add proper electrial wiring, insulation, HVAC, and lighting. We will repare the shed porch floor and add cieling fans for porch diners' comfort.

We will also add brick pavers (approximately 100 sq ft.) in the garden in front of the house enclosed in the white fence and 1.5 ft thick around the edges of the pavers in the back of the house (approximately 30 sq. ft.) for outside dining. (See sketches attached.) We will have lights outside similar to the way they are today. We will have flowers and plants in the rest of the open ground spaces. Outside dining will have umbrellas on the new front patio and canvas "sail" shades on the south side of the house and in the back yard, just as the ones that were there before. They will be yellow and white striped. See details below.

We will leave the trellace out front, and add an oval sign (about 4 ft long x 2.5 ft high) over the sidewalk with lights. (Similar to neighboring Hola Cafe) We will have a similar sign on the front

Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s).

Requirements for Demolition Applications

Per LDC 8.03.03.01

MATERIALS

List all proposed materials and colors, as applicable. If you are not filling this out, you MUST provide a detailed list separately that includes all required information as described in the following fields. A separate form can be uploaded or emailed directly to Mia Sadler.

EXTERIOR FABRIC

Manufacturer	Product Description	Color
Sunny Guard - (Sold	Sun Shade Sale 10'X13'. Over the driveway c	White and Yellow St

(Name/Number)

DOORS

Google Translate

Manufacturer	Product Description	Color
JELD-WEN	JELD-WEN Model #JWPRO239200190-36-ir Include FL Product Approval # for Windows and Doors	"Teal" Sherwin Willia (Name/Number)

WINDOWS

Manufacturer	Product Description	Color
N/A	Include FL Product Approval # for Windows and Doors	(Name/Number)

ROOFING

Manufacturer	Product Description	Color
N/A		(Name/Number)

FASCIA/TRIM

Manufacturer	Product Description	Color
N/A		(Name/Number)

FOUNDATION

Manufacturer	Product Description	Color
N/A		(Name/Number)

SHUTTERS

Manufacturer	Product Description	Color
N/A		(Name/Number)

PORCH/DECK

Manufacturer	Product Description
YellaWood and Timt	YellaWood PT for structure and TimberTech C

Google Translate

Color

Sandy Birch TTG-TI

(Name/Number)

FENCING

Manufacturer	Product Description	Color
N/A		

(Name/Number)

DRIVEWAYS/SIDE WALKS

Manufacturer	Product Description	Color
N/A		

(Name/Number)

SIGNAGE

Manufacturer	Product Description	Color
Fast Signs or Simila	Wood oval ~ 4 ft x 2.5 ft. Painted or vinyl coa	White.

(Name/Number)

OTHER

Manufacturer	Product Description	Color

(Name/Number)

Please upload supplemental documentation and all product brochures, paint color samples, etc.

Upload 1	Upload 2	Upload 3	Upload 4
Choose File N…n	Choose File N…n	Choose File N…n	Choose File N…n
Upload 5	**Upload 6**	**Upload 7**	**Upload 8**
Choose File N…n	Choose File N…n	Choose File N…n	Choose File N…n
Upload 9	**Upload 10**	**Upload 11**	**Upload 12**
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Certification*

- [x] By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application.
- [x] I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:
- [x] I AGREE THAT A POSTING NOTICE WILL BE INSTALLED ON THE PROPERTY(IES) IN QUESTION AND THAT SAID SIGN WILL ONLY BE REMOVED BY STAFF AFTER THE MEETING OR BROUGHT BACK TO CITY HALL BY APPLICANT.

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.

2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.

3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.

7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.

8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

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9. I/We understand that Certificates of Approval are only valid for one (1) year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

10. I/We understand that the City Staff will install a Notice of Hearing sign on the property 14 days before the scheduled heating and that the sign must only be removed after the hearing by City Staff, unless, the applicant or property owner brings the Notice of Hearing back to City Hall.

Applicant First Name*

Art

Applicant Last Name*

Blanchford

Today's Date*

mm/dd/yyyy

DEPARTMENT OF PLANNING & CONSERVATION

204 Ash Street | Fernandina Beach Florida 32034 |Contact: Mia Sadler at 904 310-3488 | www.fbfl.us/planning

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TENANT IMPROVEMETNS FOR:

COASTAL TEA CAFE

22 N. 17TH STREET - FERNANDINA BEACH, FLORIDA



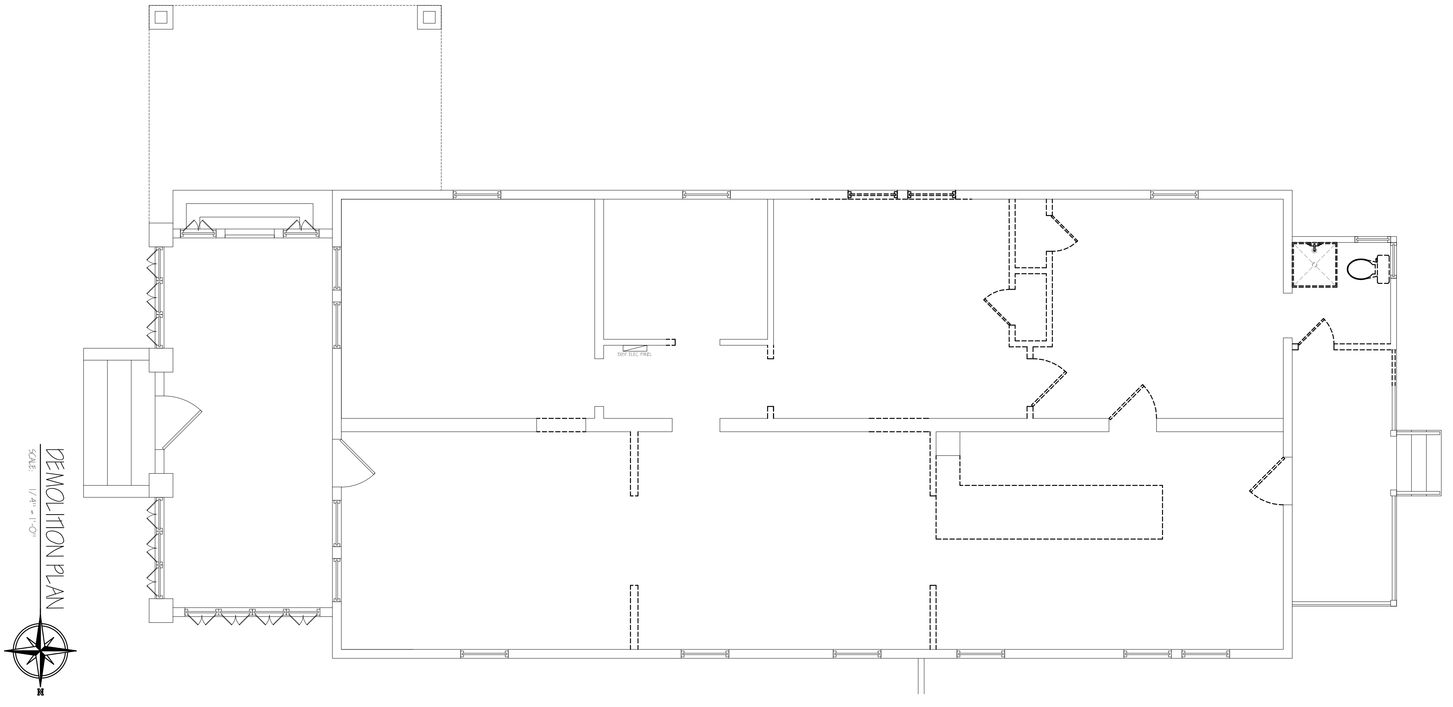
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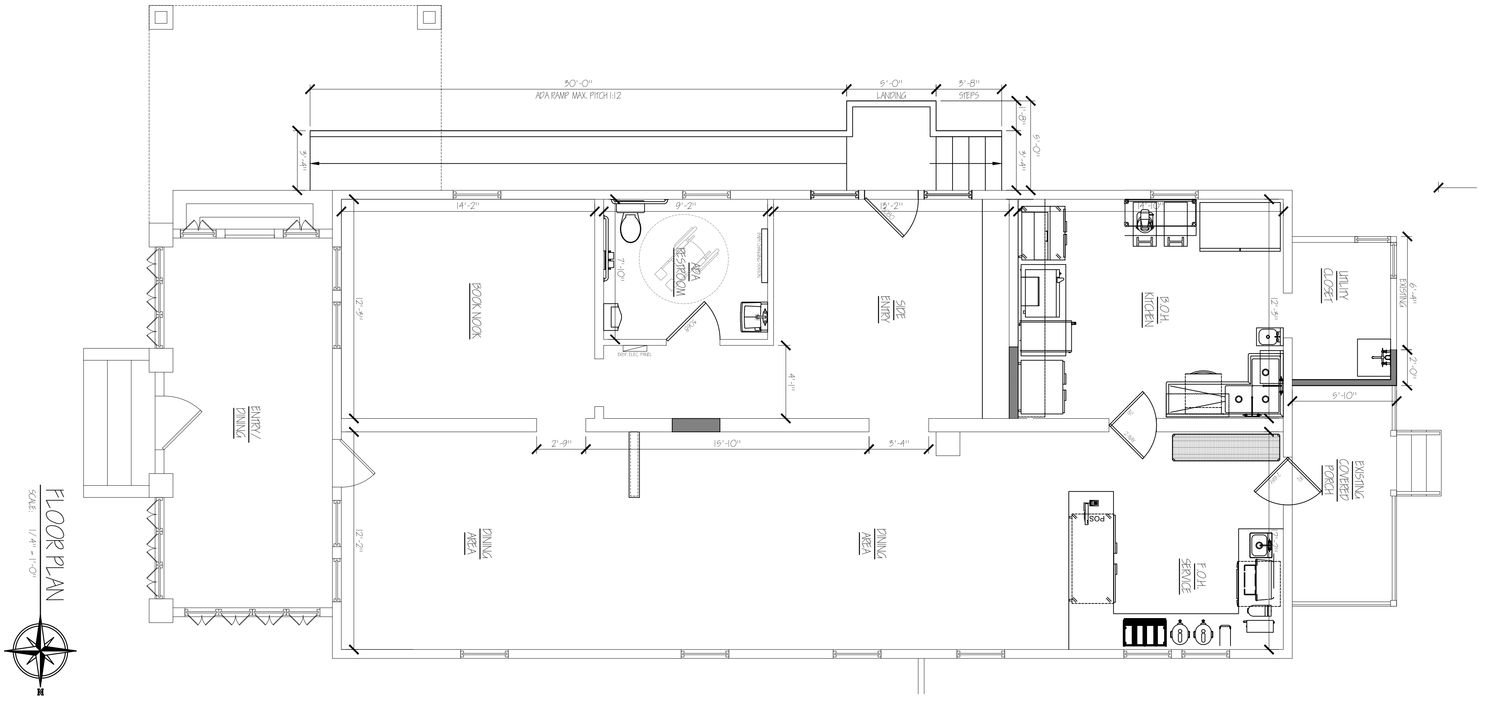
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AR95584
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FOUNDER
646.483.8652
JON@WJBARCHITECT.COM

DESIGNER:

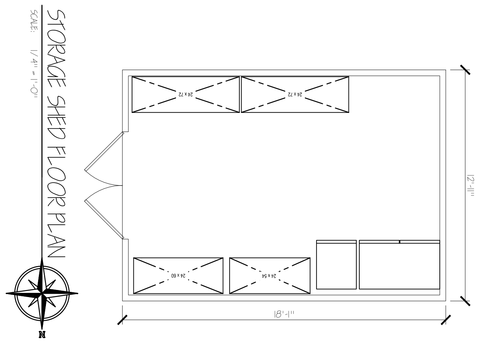
HUNT DRAFTING SOLUTIONS
RESIDENTIAL - COMMERCIAL
DESIGN
(904)687-9303
HUNTDRAFTING@AOL.COM



DEMOLITION PLAN
SCALE: 1/4" = 1'-0"



FLOOR PLAN
SCALE: 1/4" = 1'-0"



STORAGE SHED FLOOR PLAN
SCALE: 1/4" = 1'-0"

TENNANT IMPROVEMENTS FOR:

"COASTAL TEA CAFE"

27 S 5TH STREET

FERNANDINA BEACH, FLORIDA 32034

HUNT DRAFTING SOLUTIONS
RESIDENTIAL - COMMERCIAL DESIGN
(904)687-0303
HUNTDRAFTINGSOLS@AOL.COM

WJB ARCHITECT LLC
W. JONATHAN BRADDOCK
FOUNDER
646.420.2660
JON@WJBARCHITECT.COM

REVISIONS	BY

SHEET	A-1
OF 4 SHEETS	
DRAWN:	BGH
SCALE:	AS SHOWN
DATE:	04/20/2026
PROJECT #:	2608

NOTE: ALTHOUGH EVERY EFFORT HAS BEEN MADE IN PREPARING THESE PLANS AND CHECKING THEM FOR ACCURACY, THE CONTRACTOR MUST VERIFY ALL DETAILS AND DIMENSIONS AND BE RESPONSIBLE FOR THE SAME FOR ALL GOVERNING CODES AND BUILDING PRACTICES. THESE DRAWINGS CONFORM TO GENERALLY ACCEPTED BUILDING PRACTICES. HUNT DRAFTING SOLUTIONS, INC. SHALL NOT BE HELD LIABLE FOR ANY ERRORS OR OMISSIONS. ALL CONSTRUCTION SHALL COMPLY WITH ALL APPLICABLE STATE AND LOCAL CODES. DO NOT SCALE DRAWINGS, USE ONLY THE PRINTED DIMENSIONS. VERIFY WITH ALL WINDOW AND DOOR MANUFACTURES MEET OR EXCEED APPLICABLE REQUIREMENTS. CONTRACTOR SHALL VERIFY FLOOR AND ROOF BEARING LOCATIONS. CONTRACTOR SHALL VERIFY ALL BEAM/ HEADER SIZES FOR CODE COMPLIANCE. IF PLANS ARE DIGITALLY SEALED, THE SEAL APPLIES TO ALL DRAWINGS SHOWN IN THE DRAWING INDEX, IN ACCORDANCE WITH FLORIDA STATUTE 61G1-16.003(2)

FURNITURE PLAN

SCALE: 1/4" = 1'-0"

EQUIPMENT PLAN

SCALE: 1/4" = 1'-0"

STORAGE SHED EQUIP. PLAN

SCALE: 1/4" = 1'-0"

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REVISIONS	BY

WJB ARCHITECT LLC
W. JONATHAN BRADDOCK
FLORIDA REG. #86580
904.415.8850
JON@WJBARCHITECT.COM

HUNT DRAFTING SOLUTIONS
RESIDENTIAL & COMMERCIAL DESIGN
(904) 415-0165
HUNTDRAFTING@AOL.COM

TENNANT IMPROVEMENTS FOR:

"COASTAL TEA CAFE"

27 S 5TH STREET

FERNANDINA BEACH, FLORIDA 32034

PROJECT #:	2608
DATE:	04/20/2026
SCALE:	AS SHOWN
DRAWN:	BGH
SHEET	A-2

OF 4 SHEETS

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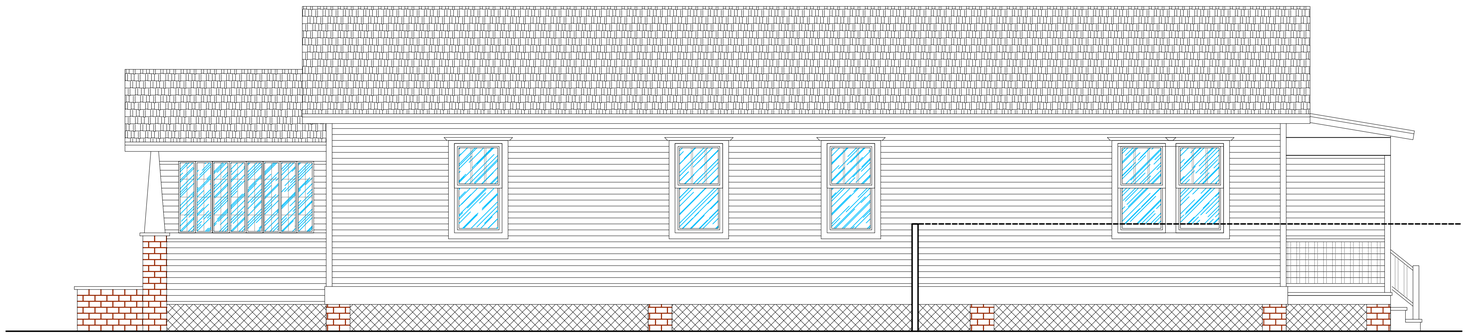
FRONT ELEVATION

SCALE: 1/4" = 1'-0"



REAR ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT SIDE ELEVATION

SCALE: 1/4" = 1'-0"



LEFT SIDE ELEVATION

SCALE: 1/4" = 1'-0"

REVISIONS	BY

WJB ARCHITECT LLC
W. JONATHAN BRADDOCK
904.415.8952
JON@WJBARCHITECT.COM

HUNT DRAFTING SOLUTIONS
RESIDENTIAL COMMERCIAL
DESIGN
904.415.8952
HUNTDRAFTING@GMAIL.COM

TENNANT IMPROVEMENTS FOR:

"COASTAL TEA CAFE"

27 S 5TH STREET

FERNANDINA BEACH, FLORIDA 32034

NOTE: ALTHOUGH EVERY EFFORT HAS BEEN MADE IN PREPARING THESE PLANS AND CHECKING THEM FOR ACCURACY, THE CONTRACTOR MUST VERIFY ALL DETAILS AND DIMENSIONS AND BE RESPONSIBLE FOR THE SAME. FOR ALL GOVERNING CODES AND BUILDING PRACTICES, THESE DRAWINGS CONFORM TO GENERALLY ACCEPTED BUILDING PRACTICES. HUNT DRAFTING SOLUTIONS, INC. SHALL NOT BE HELD LIABLE FOR ANY ERRORS OR OMISSIONS. ALL CONSTRUCTION SHALL COMPLY WITH ALL APPLICABLE STATE AND LOCAL CODES. DO NOT SCALE DRAWINGS, USE ONLY THE PRINTED DIMENSIONS. VERIFY ALL WINDOW AND DOOR MANUFACTURES MEET OR EXCEED APPLICABLE REQUIREMENTS. CONTRACTOR SHALL VERIFY ALL BEAM/ HEADER SIZES FOR CODE COMPLIANCE. IF PLANS ARE DIGITALLY SEALED, THE SEAL APPLIES TO ALL DRAWINGS SHOWN IN THE DRAWING INDEX. IN ACCORDANCE WITH FLORIDA STATUTE 61G1-16.003(2)

PROJECT #: 2608

DATE: 04/20/2026

SCALE: AS SHOWN

DRAWN: BGH

SHEET A-3

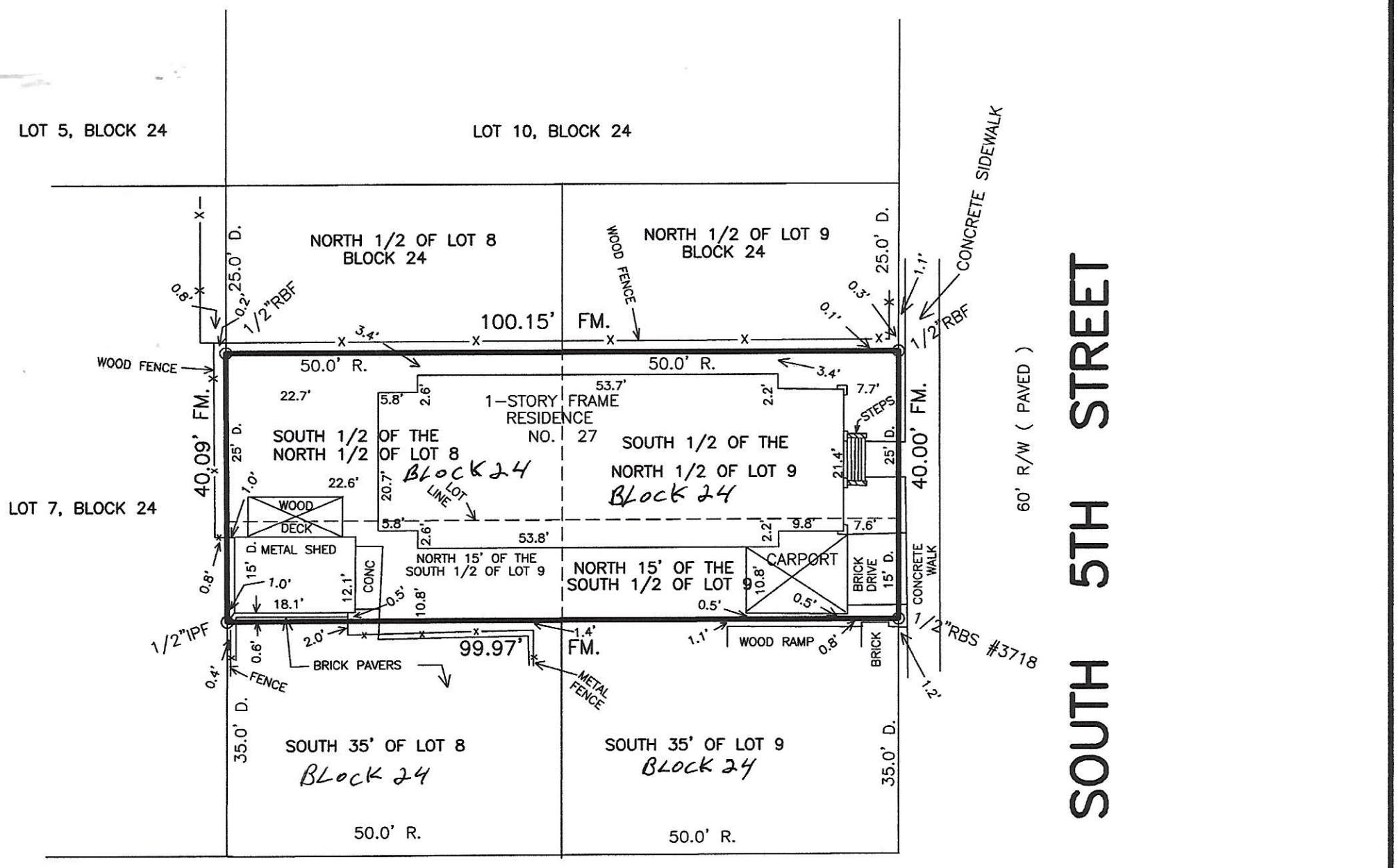
OF 4 SHEETS

POS
POS
POS

MAP SHOWING BOUNDARY SURVEY OF
THE SOUTH 1/2 OF THE NORTH 1/2 OF LOTS 8 & 9, BLOCK 24,
TOGETHER WITH THE NORTH 15 FEET OF THE NORTH 1/2
OF THE SOUTH 1/2 OF LOTS 8 AND 9, BLOCK 24,

LYING AND BEING IN THE CITY OF FERNANDINA BEACH (FORMERLY NAMED FERNANDINA), IN THE COUNTY OF NASSAU AND THE STATE OF FLORIDA, AND KNOWN AND DESCRIBED UPON AND ACCORDING TO THE OFFICIAL PLAT OF SAID CITY (AS LITHOGRAPHED AND ISSUED BY THE FLORIDA RAILROAD COMPANY IN 1857, AND ENLARGED, REVISED AND REISSUED BY THE FLORIDA TOWN IMPROVEMENT COMPANY IN 1887 AND 1901).

FOR: DOROTHEA STILLWELL,



ASH STREET

60' R/W (PAVED)

INTERIOR ANGLE AT NORTHEAST LOT CORNER IS 89°56'30"
INTERIOR ANGLE AT SOUTHEAST LOT CORNER IS 90°06'35"
INTERIOR ANGLE AT NORTHWEST LOT CORNER IS 86°47'47"
INTERIOR ANGLE AT SOUTHWEST LOT CORNER IS 90°09'07"

COASTAL LAND SURVEYORS

& MAPPERS, INC.
34 NORTH FOURTEENTH STREET
FERNANDINA BEACH, FLORIDA 32032
TEL. 904-261-8950 FAX 904-277-6650

I HEREBY CERTIFY THE INFORMATION DEPICTED HEREON AS MEETING THE MINIMUM TECHNICAL STANDARDS FOR LAND SURVEYING, CHAPTER 5J-17.050, FLORIDA ADMIN. CODE, AND/OR CHAPTER 180-7, GEORGIA STATUTES.

LICENSED BUSINESS NO. 6412

JAMES C. PEACOCK, PROFESSIONAL SURVEYOR AND MAPPER
FLORIDA CERTIFICATE NO. 3718
GEORGIA CERTIFICATE NO. 2365
NOT VALID UNLESS EMBOSSED WITH SURVEYORS OFFICIAL SEAL

BEARINGS BASED ON N/A

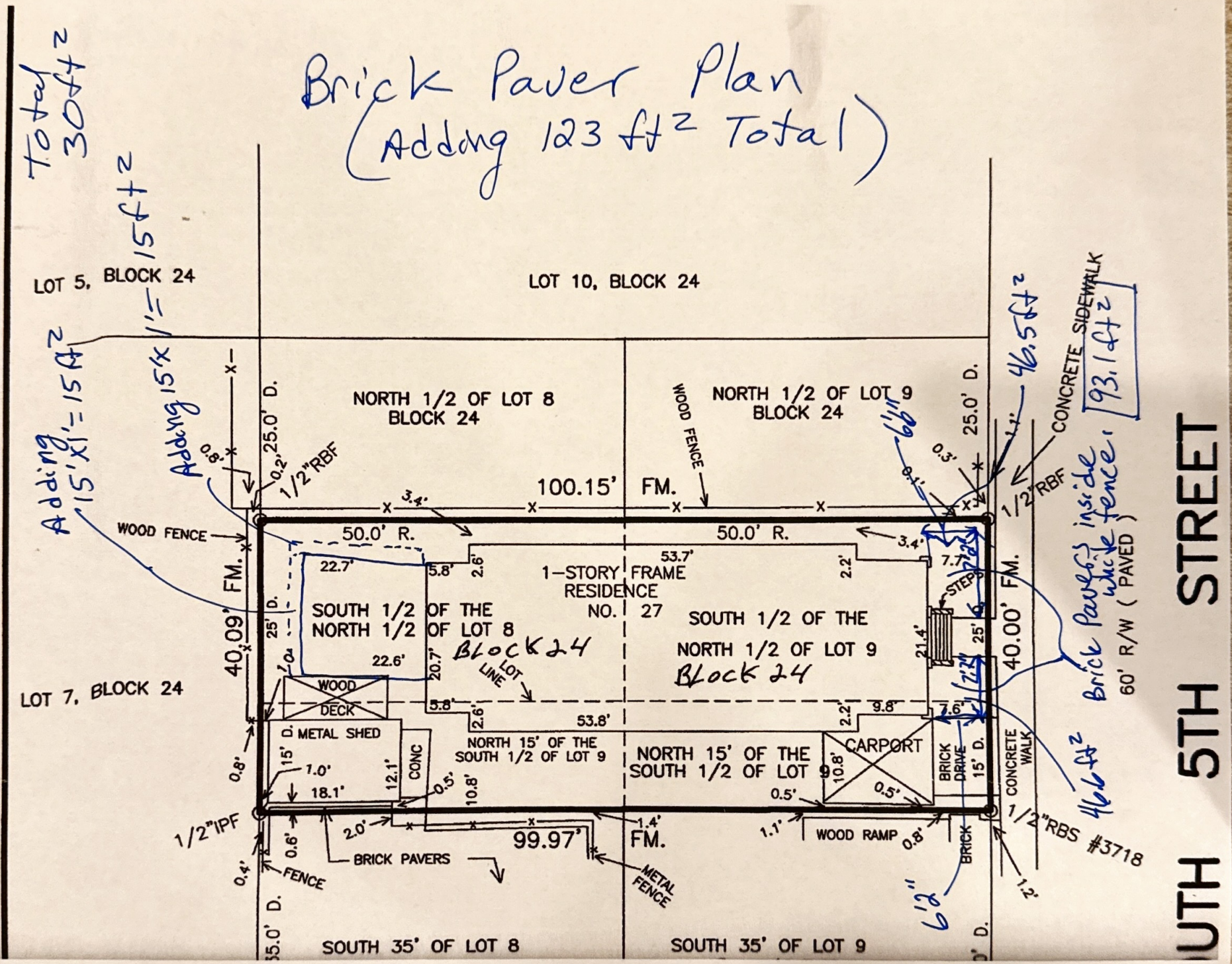
PROPERTY SHOWN HEREON LIES WITHIN
FLOOD ZONE X AS SHOWN ON
FEMA FLOOD INSURANCE RATE MAP,
COMMUNITY NO. 120172 PANEL NO. 0237G
DATED 8/2/17.

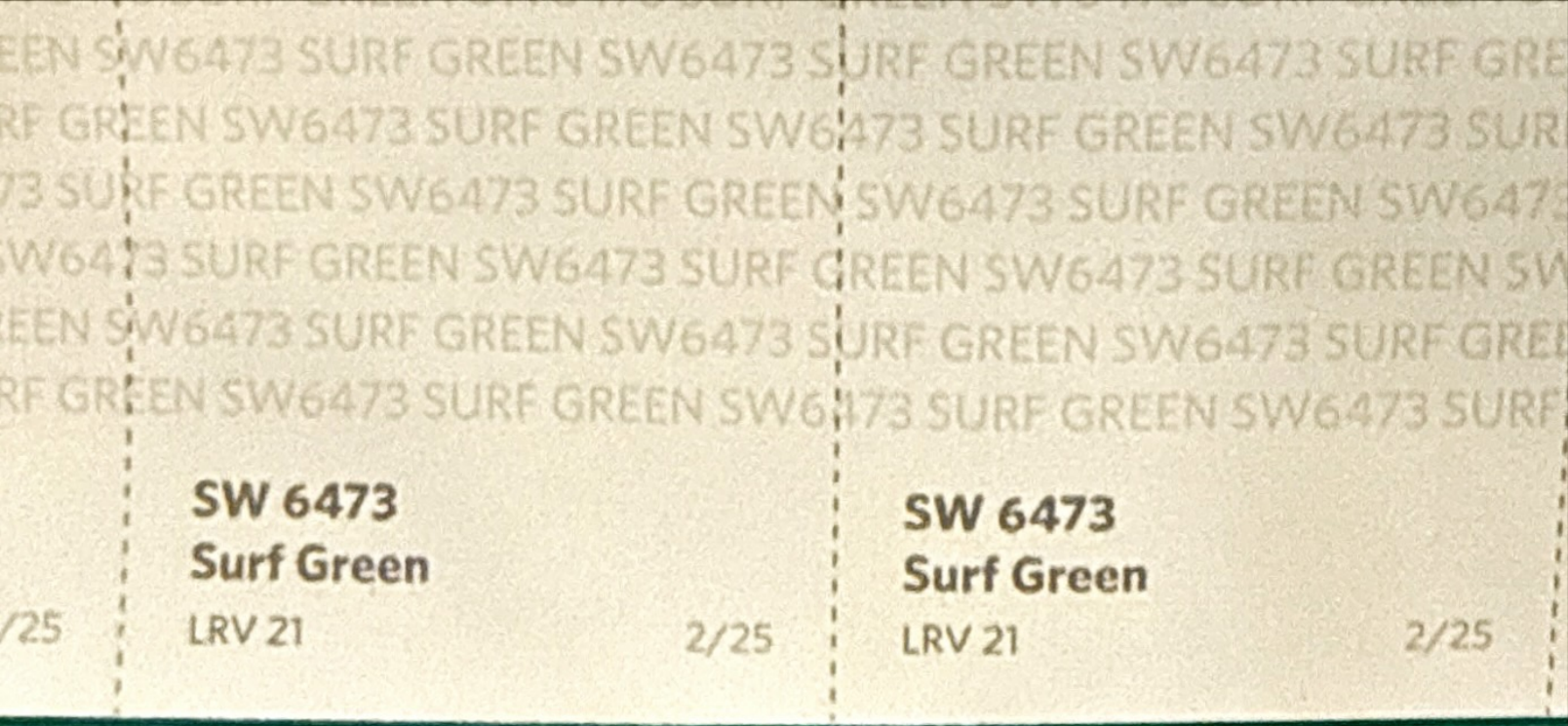
DATE OF SURVEY: DECEMBER 22, 2019
SCALE 1"=20'
JOB NO. 1912-16 F.B. 355

CORNER MARKERS HAVE NO IDENTIFICATION U.N.O.

LEGEND:

IRON PIPE FOUND - IPF
IRON PIPE SET - IPS
RE/BAR FOUND - RBF
NOT TO SCALE - NTS
BUILDING RESTRICTION LINE - BRL
CONCRETE MONUMENT FOUND - CMF
STAINLESS STEEL PIPE FOUND - SSPF
RIGHT-OF-WAY - R/W
POINT OF CURVE - PC POINT OF TANGENCY - PT
CENTERLINE - ℄ OFFICIAL RECORDS BOOK - O.R.B.
POWER LINE ---P---
PLAT - P.
FIELD MEASURED - FM.
RECORD - R. DEED - D.
POWER POLE ~ O
CONCRETE - CONC.
FENCE ----X----
RIGHT-OF-WAY - R/W
POINT OF REVERSE CURVE - PRC


Brick Paver Plan
(Adding 123 ft² Total)
Total 30ft²
Adding 15'x1'=15ft²
Adding 15'x1'=15ft²
LOT 5, BLOCK 24
LOT 10, BLOCK 24
NORTH 1/2 OF LOT 8 BLOCK 24
NORTH 1/2 OF LOT 9 BLOCK 24
WOOD FENCE
100.15' FM.
50.0' R.
50.0' R.
1/2"RBF
1/2"RBF
CONCRETE SIDEWALK
93.1 ft²
46.5 ft²
Brick Pavers inside white fence,
60' R/W (PAVED)
1-STORY FRAME RESIDENCE NO. 27
SOUTH 1/2 OF THE NORTH 1/2 OF LOT 8
Block 24
SOUTH 1/2 OF THE NORTH 1/2 OF LOT 9
Block 24
LOT LINE
40.09' FM.
40.00' FM.
LOT 7, BLOCK 24
WOOD DECK
METAL SHED
NORTH 15' OF THE SOUTH 1/2 OF LOT 9
NORTH 15' OF THE SOUTH 1/2 OF LOT 9
CARPORT
CONC
BRICK DRIVE
CONCRETE WALK
STEPS
1/2"IPF
BRICK PAVERS
99.97' FM.
WOOD RAMP
1/2"RBS #3718
FENCE
METAL FENCE
SOUTH 35' OF LOT 8
SOUTH 35' OF LOT 9
46.4 ft²
6.2 ft²
SOUTH 5TH STREET


SW 6473
Surf Green
LRV 21
2/25
SW 6473
Surf Green
LRV 21
2/25



45in

Side 1



24in

Side 2

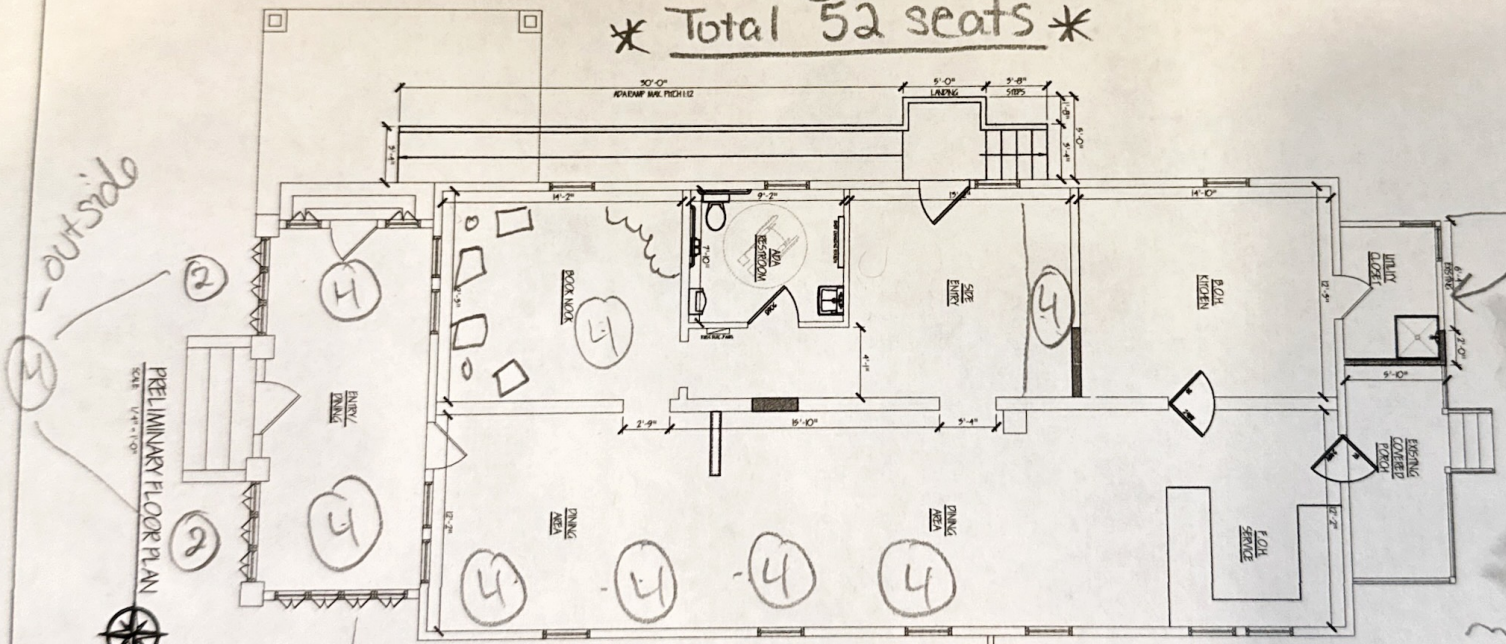


Logo design is Asymmetrical. "Side 2" is representation of changes needed for sign to be double sided.


COASTAL TEA
CAFE

Seating Plan

* Total 52 seats *



TENNANT IMPROVEMENTS FOR:

"COASTAL TEA CAFE"

27 S 5TH STREET

FERNANDINA BEACH, FLORIDA 32034

SHEET A-1 OF 4 SHEETS

DRAWN: RGH

SCALE: AS SHOWN

DATE: 04/14/2020

PROJECT #: 2008

HUNT DRAFTING SOLUTIONS — RESIDENTIAL · COMMERCIAL DESIGN — (904) 687-8988 — HUNTDRAFTING@AOL.COM

WJB ARCHITECT — W. JONATHAN BRADDOCK, FOUNDER — 904.583.8632 — JON@WJBARCHITECT.COM

REVISIONS BY

NOTE: ALTHOUGH EVERY EFFORT HAS BEEN MADE IN PREPARING THESE PLANS AND CHECKING THEM FOR ACCURACY, THE CONTRACTOR MUST VERIFY ALL DETAILS AND DIMENSIONS AND BE RESPONSIBLE FOR THE SAME FOR ALL GOVERNING CODES AND BUILDING PRACTICES. THESE DRAWINGS CONFORM TO GENERALLY ACCEPTED BUILDING PRACTICES. HUNT DRAFTING SOLUTIONS, INC. SHALL NOT BE HELD LIABLE FOR ANY ERRORS OR OMISSIONS. ALL CONSTRUCTION SHALL COMPLY WITH ALL APPLICABLE STATE AND LOCAL CODES. DO NOT SCALE DRAWINGS, USE ONLY THE PRINTED DIMENSIONS. VERIFY WITH ALL WINDOW AND DOOR MANUFACTURES MEET OR EXCEED APPLICABLE REQUIREMENTS. CONTRACTOR SHALL VERIFY FLOOR AND ROOF BEARING LOCATIONS. CONTRACTOR SHALL VERIFY ALL BEAM/ HEADER SIZES FOR CODE COMPLIANCE. IF PLANS ARE DIGITALLY SEALED, THE SEAL APPLIES TO ALL DRAWINGS SHOWN IN THE DRAWING INDEX, IN ACCORDANCE WITH FLORIDA STATUTE 61G1-16.003(2)

Prepared by:
Andrea F. Lennon, P.A.,
3391 South Fletcher Avenue
Fernandina Beach, Florida 32034

File Number: 26-208

Warranty Deed

This Indenture, made, March 26, 2026 A.D.
Between **Downtown House LLC, a Florida Limited Liability Company** whose post office address is: **97575 Pirates Point Road, Yulee, FL 32097,** a company existing under the laws of the **State of Florida**, Grantor and
Blanchford Real Estate Company, LLC, a Florida Limited Liability Company whose post office address is: **22 North 17th Street, Fernandina Beach, FL 32034**, Grantee,

Witnesseth, that the said Grantor, for and in consideration of the sum of Ten and No/100 Dollars ($10.00), to it in hand paid by the said Grantee, the receipt whereof is hereby acknowledged, has granted, bargained and sold to the said Grantee forever, the following described land, situate, lying and being in the County of Nassau, State of Florida, to wit:

All those certain lots, pieces or parcels of land situate lying and being in the City of Fernandina Beach (formerly City of Fernandina) more particularly described on the Official Plats of said City (as lithographed and issued by the Florida Town Improvement Company in 1887 and 1901) as:

The South 1/2 of the North 1/2 of Lots Numbered 8 and 9 of Block 24 and the North 15.0 feet of the North 1/2 of the South 1/2 of Lots Numbered 8 and 9 of Block Numbered 24 of the City of Fernandina, lying and being in Nassau County, Florida.

Subject to taxes for the current year, covenants, restrictions and easements of record, if any.

Parcel Identification Number: 00-00-31-1800-0024-0081

And the said Grantor does hereby fully warrant the title to said land, and will defend the same against the lawful claims of all persons whomsoever.

Prepared by:
Andrea F. Lennon, P.A.,
3391 South Fletcher Avenue
Fernandina Beach, Florida 32034

File Number: 26-208

In Witness Whereof, the said Grantor has caused this instrument to be executed in its name by its duly authorized officer and caused its corporate seal to be affixed the day and year first above written.

Downtown House LLC, a Florida Limited Liability Company

By: _____
Thomas M. Stillwell, Sr.
Its: AMBR

Signed and Sealed in Our Presence:

_____
Witness #1
Print Name: Andrea Lennon
Address: 3391 S. Fletcher Avenue
Fernandina Beach, FL 32034

_____
Witness #2
Print Name: Kelly F. Morris
Address: 3391 S. Fletcher Avenue
Fernandina Beach, FL 32034

State of Florida
County of Nassau

The foregoing instrument was acknowledged before me by means of [X] physical presence or [ ] online notarization, this 25 day of March, 2026, by Thomas M.Stillwell, Sr., the AMBR of Downtown House LLC, a Florida Limited Liability Company, a company existing under the laws of the State of Florida, on behalf of the company. He has produced a driver's license as identification.

_____ (Seal)
Notary Public
Notary Printed Name: Andrea Lennon
My Commission Expires:

ANDREA F LENNON
Notary Public - State of Florida
Commission # HH 414658
My Comm. Expires Aug 31, 2027
Bonded through National Notary Assn.

Electronic Articles of Organization
For
Florida Limited Liability Company

L26000100101
FILED 8:00 AM
February 16, 2026
Sec. Of State
grkersey

Article I

The name of the Limited Liability Company is:

BLANCHFORD REAL ESTATE COMPANY, LLC

Article II

The street address of the principal office of the Limited Liability Company is:

22 N. 17TH STREET
FERNANDINA BEACH, FL. UN 32034

The mailing address of the Limited Liability Company is:

22 NORTH 17TH STREET
FERNANDINA BEACH, FL. UN 32034

Article III

The name and Florida street address of the registered agent is:

ARTHUR BLANCHFORD
22 NORTH 17TH STREET
FERNANDINA BEACH, FL. 32034

Having been named as registered agent and to accept service of process for the above stated limited liability company at the place designated in this certificate, I hereby accept the appointment as registered agent and agree to act in this capacity. I further agree to comply with the provisions of all statutes relating to the proper and complete performance of my duties, and I am familiar with and accept the obligations of my position as registered agent.

Registered Agent Signature: ART BLANCHFORD

Article IV

L26000100101
FILED 8:00 AM
February 16, 2026
Sec. Of State
grkersey

The name and address of person(s) authorized to manage LLC:

Title: AMBR
ARTHUR BLANCHFORD
22 NORTH 17TH STREET
FERNANDINA BEACH, FL. 32034 UN

Title: AMBR
TONYA BLANCHFORD
22 NORTH 17TH STREET
FERNANDINA BEACH, FL. 32034 UN

Signature of member or an authorized representative

Electronic Signature: ARTHUR BLANCHFORD

I am the member or authorized representative submitting these Articles of Organization and affirm that the facts stated herein are true. I am aware that false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s.817.155, F.S. I understand the requirement to file an annual report between January 1st and May 1st in the calendar year following formation of the LLC and every year thereafter to maintain "active" status.

2026 FLORIDA LIMITED LIABILITY COMPANY ANNUAL REPORT

FILED
Mar 30, 2026
Secretary of State
8842030762CC

DOCUMENT# L25000438615

Entity Name: COASTAL TEA CAFE, LLC

Current Principal Place of Business:

27 S 5TH STREET
FERNANDINA BEACH, FL 32034

Current Mailing Address:

22 N. 17TH STREET
FERNANDINA BEACH, FL 32034 US

FEI Number: 39-4581311

Certificate of Status Desired: Yes

Name and Address of Current Registered Agent:

BLANCHFORD, TONYA S
22 N. 17TH STREET
FERNANDINA BEACH, FL 32034 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE:

Electronic Signature of Registered Agent — Date

Authorized Person(s) Detail :

Title	MGR	Title	CEO
Name	BLANCHFORD, ARTHUR H	Name	BLANCHFORD, TONYA S
Address	22 N. 17TH STREET	Address	22 N. 17TH STREET
City-State-Zip:	FERNANDINA BEACH FL 32034	City-State-Zip:	FERNANDINA BEACH FL 32034

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am a managing member or manager of the limited liability company or the receiver or trustee empowered to execute this report as required by Chapter 605, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: TONYA S BLANCHFORD CEO 03/30/2026

Electronic Signature of Signing Authorized Person(s) Detail — Date

Outlook

Re: Back Door update

From Art Blanchford <art@coastalteacafe.com>
Date Tue 5/12/2026 3:47 PM
To Tonya Blanchford <tonya@coastalteacafe.com>; Mia Sadler <msadler@fbfl.city>
Cc Dylan Parker <parkercontractinginc@gmail.com>

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender, were expecting this email, and know the content is safe.

Hi Mia,

As discussed on the phone this morning, we need to widen the back door. We have a very good solution now. We will use the beautiful historic/original door the is the shed. She the photos below. We will widen the doorway from 28 to 36 inches to accommodate that wider, more beautiful, and safer door. It will open out onto the back porch.

I have also attached photos of the sign post up front for approval and of both the current door way and the door we will be using.

Finally, we are using the beautiful composite as described in the online form for the decking of the ADA ramp as it is safer with excellent wet grip, is longer lasting, and will look better as well over time.





FLOYD
GEORGE



Thanks so much,

Art



Life In Transition
JOURNEY INTO GROWTH & TRANSFORMATION

Art Blanchford
Founder, Host, and Coach, Life In Transition
artblanchford.com | art@artblanchford.com

On May 12, 2026, at 9:29 AM, Tonya Blanchford <tonya@coastalteacafe.com> wrote:

Hey Mia,
I saw your email back regarding the online sign form. Thanks for that.

Quickly, as I know it's time sensitive, did you hear Art's voicemail from late yesterday? He left it about 4:45. You may have already gotten back to him this morning, but I thought I would just make sure you heard it because it involves an exterior door on the back patio, not visible from the street.

Thanks so much,

Tonya Blanchford
Owner | Coastal Tea Café
615-440-1644
tonya@coastalteacafe.com

TECHNICAL REVIEW COMMITTEE

FIRST STEP

Date:	2/26/26
Applicant:	Tara Thousand and Tonya Blanchford
Applicant email:	tonya@coastalteacafe.com & tara@acrfl.com
Project Name:	Coastal Tea Cafe
Project Address:	27 S 5th St
Parcel ID(s):	00-00-31-1800-0024-0081

Thank you for participating in this week's TRC First Step meeting. Below are some helpful links to guide you through the next steps of your project:

Next Steps

☒Apply for Local Business Tax Receipt (LBTR)

* Change of use is approved based on information presented

☒Apply for historic District Council Review

☒Apply for required building permits- Online Permitting

Notes

Project summary: This project proposes a change of use from residential to commercial of a C-3 zoned property within the Historic District Overlay.

Planning & Conservation

Consider options for ADA access. Consult with Mia Sadler for historic district design guidelines. A ramp or lift will have to be reviewed by the Historic District Council. See meetings from June, July, and August from the previous applicants through this link.

Jun 26, 2025 Historic District Council - Fernandina Beach, FL

City Meeting Videos | Fernandina Beach, FL - Official Website

Landscaping & Trees

Since the footprint will not be changed, tree removal is not required.

Code Enforcement

Seat count will be verified at time of inspection for LBTR.

Fire Department

Ensure proper venting of kitchen equipment.

Utilities & Stormwater

Capacity fees will be evaluated for the change of use.

Backflow preventors are required. Grease trap is needed. Consult a certified plumber for requirements.

Please reach out to Victoria in the utilities department for additional information and collaboration.

Building

No comments at this time.

Operations (Streets)

The access driveway will be maintained as part of the City's reconfiguration of the streetscape.

Reset Form

Page 1

☐ Original
☒ Update



HISTORICAL STRUCTURE FORM
FLORIDA MASTER SITE FILE
Version 4.0 1/07

Site #8 **NA00332**
Field Date 2-13-2018
Form Date 2-13-2018
Recorder # _____

Shaded Fields represent the minimum acceptable level of documentation.
Consult the *Guide to Historical Structure Forms* for detailed instructions.

Site Name(s) (address if none) 27 S. 5th St. Multiple Listing (DHR only) _____
Survey Project Name Fernandina Beach Historic Resource Survey Update Survey # (DHR only) _____
National Register Category (please check one) ☒building ☐structure ☐district ☐site ☐object
Ownership: ☐private-profit ☐private-nonprofit ☒private-individual ☐private-nonspecific ☐city ☐county ☐state ☐federal ☐Native American ☐foreign ☐unknown

LOCATION & MAPPING

Clear Location Values

Street Number	Direction	Street Name	Street Type	Suffix Direction
Address: **27**	**S**	**5th**	**Street**	

Cross Streets (nearest / between) _____
USGS 7.5 Map Name FERNANDINA BEACH USGS Date _____ Plat or Other Map _____
City / Town (within 3 miles) Fernandina Beach In City Limits? ☒yes ☐no ☐unknown County Nassau
Township 3N Range 28E Section 22 ¼ section: ☐NW ☐SW ☐SE ☐NE Irregular-name: _____
Tax Parcel # 00-00-31-1800-0024-0081 Landgrant _____
Subdivision Name _____ Block _____ Lot _____
UTM Coordinates: Zone ☐16 ☐17 Easting ☐☐☐☐☐☐ Northing ☐☐☐☐☐☐☐
Other Coordinates: X: _____ Y: _____ Coordinate System & Datum _____
Name of Public Tract (e.g., park) _____

HISTORY

Clear History Values

Construction Year: 1926 ☒approximately ☐year listed or earlier ☐year listed or later
Original Use Private Residence (House/Cottage/Cabin) From (year): _____ To (year): _____
Current Use Private Residence (House/Cottage/Cabin) From (year): _____ To (year): _____
Other Use _____ From (year): _____ To (year): _____
Moves: ☐yes ☒no ☐unknown Date: _____ Original address _____
Alterations: ☒yes ☐no ☐unknown Date: _____ Nature Porch
Additions: ☒yes ☐no ☐unknown Date: _____ Nature Rear shed extension
Architect (last name first): _____ Builder (last name first): _____
Ownership History (especially original owner, dates, profession, etc.) _____

Is the Resource Affected by a Local Preservation Ordinance? ☒yes ☐no ☐unknown Describe Downtown historic distirct

DESCRIPTION

Clear Description Values

Style Bungalow Exterior Plan Rectangular Number of Stories 1
Exterior Fabric(s) 1. Drop siding 2. _____ 3. _____
Roof Type(s) 1. Gable 2. _____ 3. _____
Roof Material(s) 1. Composition shingles 2. _____ 3. _____
Roof secondary strucs. (dormers etc.) 1. _____ 2. _____
Windows (types, materials, etc.) 3/1 Dhs, paired; multi light double casement, grouped

Distinguishing Architectural Features (exterior or interior ornaments) Craftsman elements, low roof pitch, decorative beam ends & knee brackets, battered porch supports, porch enclosed w line of windows; porte cochere

Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.) Utility shed

DHR USE ONLY	OFFICIAL EVALUATION	DHR USE ONLY
NR List Date _____ ☐Owner Objection	SHPO – Appears to meet criteria for NR listing: ☐yes ☐no ☐insufficient info Date _____ Init._____ KEEPER – Determined eligible: ☐yes ☐no Clear Check Boxes Date _____ NR Criteria for Evaluation: ☐a ☐b ☐c ☐d (see *National Register Bulletin 15*, p. 2)	

HISTORICAL STRUCTURE FORM

Site # 8 **NA00332**

DESCRIPTION (continued)

Clear Description Values

Chimney: No. 1 Chimney Material(s): 1. Brick 2.

Structural System(s): 1. Platform wood frame 2. 3.

Foundation Type(s): 1. Piers 2.

Foundation Material(s): 1. Brick 2.

Note: you may use the last box in each field to type in an answer that does not appear in the list provided

Main Entrance (stylistic details) Onto enclose porch, wood panel w round arched light door

Porch Descriptions (types, locations, roof types, etc.) Entry/E, enclose w line of casement windows & knee wall, battered columns atop brick piers; porte cochere/E

Condition (overall resource condition): ☐excellent ☒good ☐fair ☐deteriorated ☐ruinous

Narrative Description of Resource

Archaeological Remains ☐Check if Archaeological Form Completed

RESEARCH METHODS (check all that apply)

☒FMSF record search (sites/surveys)	☒library research	☐building permits	☒Sanborn maps
☐FL State Archives/photo collection	☐city directory	☐occupant/owner interview	☒plat maps
☐property appraiser / tax records	☒newspaper files	☐neighbor interview	☐Public Lands Survey (DEP)
☒cultural resource survey (CRAS)	☒historic photos	☐interior inspection	☒HABS/HAER record search

☐other methods (describe)

Bibliographic References (give FMSF manuscript # if relevant, use continuation sheet if needed)

OPINION OF RESOURCE SIGNIFICANCE

Clear Significance Values

Appears to meet the criteria for National Register listing individually? ☐yes ☒no ☐insufficient information

Appears to meet the criteria for National Register listing as part of a district? ☒yes ☐no ☐insufficient information

Explanation of Evaluation (required, whether significant or not; use separate sheet if needed) This is an update-the building has been deemed a contributing resource to the Fernandina Beach Historic District, which was listed in the NRHP in 1973 with a district boundary expansion in 1987.

Area(s) of Historical Significance (see *National Register Bulletin 15*, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.)

1. Community planning & development 3. 5.

2. 4. 6.

DOCUMENTATION

Clear Documentation Values

Accessible Documentation Not Filed with the Site File - including field notes, analysis notes, photos, plans and other important documents

1) Document type Maintaining organization

Document description File or accession #'s

2) Document type Maintaining organization

Document description File or accession #'s

RECORDER INFORMATION

Recorder Name Sheldon Owens Affiliation Brockington and Assc. Inc.

Recorder Contact Information 498 Wando Park Blvd. Suite 700, Mt. Pleasant SC 29464; 843-881-3128

(address / phone / fax / e-mail)

Required Attachments

❶ USGS 7.5' MAP WITH STRUCTURE LOCATION PINPOINTED IN RED

❷ LARGE SCALE STREET, PLAT OR PARCEL MAP (available from most property appraiser web sites)

❸ PHOTO OF MAIN FACADE, ARCHIVAL B&W PRINT OR DIGITAL IMAGE FILE

If submitting an image file, it must be included on disk or CD AND in hard copy format (plain paper is acceptable). Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.

City of Fernandina Beach
204 Ash Street, Fernandina Beach, Florida 32034

Permit

Permit NO. **BLDR-2026-0229**
Permit Type: **General Building - Residential**
Work Classification: **Repair/Replace/Remodel**
Permit Status: **Issued**

Issue Date: 04/02/2026

Expiration: 09/29/2026

Location Address

214 S 7TH ST, FERNANDINA BEACH, FL 32034

Parcel Number

00-00-31-1800-0040-0020

Contacts

Randy Whitesides **Owner/Builder**
214 S 7th, Fernandina Beach, FL 32034
(305)393-2377 randywhitesides@yahoo.com

WHITESIDES RANDY D REVOCABLE TRUST **Owner**
111 S 6TH ST, FERNANDINA BEACH, FL 32034

Randy Whitesides **Applicant**
214 S 7th, Fernandina Beach, FL 32034
(305)393-2377 randywhitesides@yahoo.com

Description: Repair front 3 brick stairs. Remove worn bricks and concrete repairs with antique matching used bricks. Replace 5 porch floor boards

Valuation: **$2,500.00**

Total Sq Feet: **60.00**

Inspection Requests:
Building 904-310-3135
Zoning 904-310-3480

Fees	Amount
Administrative Fee -Residential (non refundable)	$35.00
Building Dept Permit Fee	$45.00
COA - Staff Residential Fee	$25.00
DBPR Surcharge	$2.00
DCA Surcharge	$2.00
Planning/Zoning Review (Small scale)	$100.00
Total:	**$209.00**

Payments	Amt Paid
Total Fees	**$209.00**
Cash	$209.00
Amount Due:	**$0.00**

Available Inspections:	
Inspection Type	
Historic District Final	
BUILDING FINAL	

PERMIT VOID SIX MONTHS AFTER DATE OF ISSUE WITHOUT A PASSED INSPECTION. ALL PERMITS SUBJECT TO INSPECTION. INSPECTIONS MUST BE MADE BEFORE PROCEEDING WITH SUBSEQUENT WORK.

WARNING TO OWNER: "YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOU PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT."

NOTICE: IN ADDITION TO THE REQUIREMENTS OF THIS PERMIT, THERE MAY BE ADDITIONAL RESTRICTIONS APPLICABLE TO THIS PROPERTY THAT MAY BE FOUND IN THE PUBLICE RECORDS OF THE COUNTY, AND THERE MAY BE ADDITIONAL PERMITS REQUIRED FROM THE OTHER GOVERNMENTAL ENTITIES, SUCH AS WATER MANAGEMENT DISTRICTS, STATE AGENCIES, OR FEDERAL AGENCIES.

THE APPROVED PLANS AND THIS PERMIT MUST BE POST IN THE DOCUMENT BOX OR AN OTHERWISE CONSPICUOUS PLACE FOR INSPECTION. (See Chapter 1 Building Code)

FIELD COPY

Scope of work:

Permit number BLDR-2026-0229

214 South 7th Street, Fernandina Beach, Florida 32034.

Three deteriorated brick treads of existing entry stairs were covered in a plaster/concrete material over the original brick, which has decomposed. The decomposing bricks caused cracking in the concrete surfacing. We intend to remove the concrete covering, remove the decomposed layers of bricks, and replace with historically matching brick on a bed of mortar to adjust height to even up the tread elevations, matching the pattern of the historic front entryway. Bricks will be grouted to math the existing historic sidewalk. The new replacement bricks are of a similar vintage look and match the bricks being replaced with Umm Sunday OK historical character of the Swann-Kelly House. Existing Brick materials and concrete will be removed and disposed of.

No structural modifications are being made.

There is no Asbestos involved in the project.

Materials are mortar, matching grout and used bricks matching the existing entry.

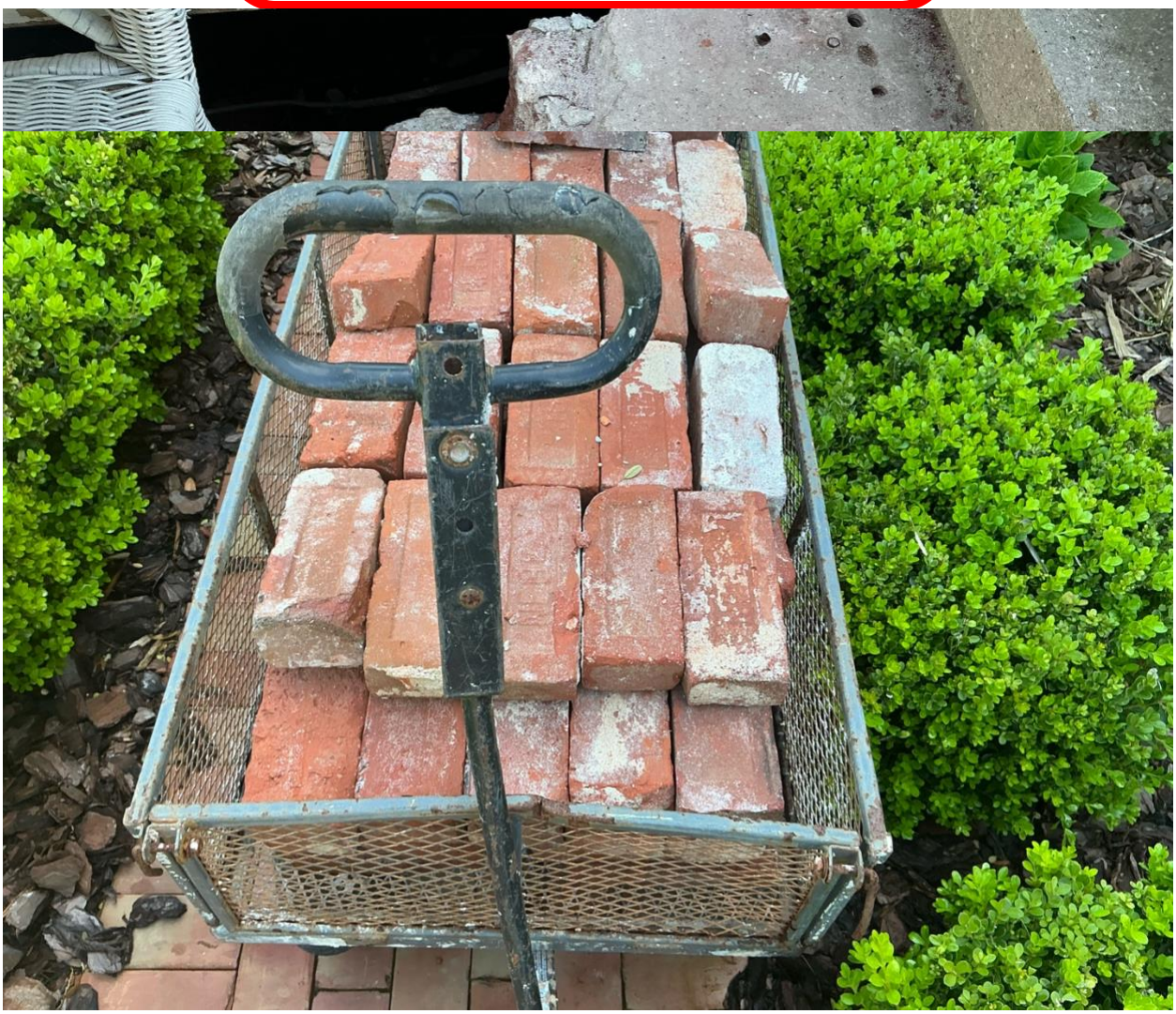
Second part is to simply replace several of the porch floorboards that have some rot in them and repaint to match floor the existing color.

FIELD COPY

Front Step



FIELD COPY



Broken bricks

New matching Bricks

FIELD COPY

Porch boards



CERTIFICATE OF APPROVAL (COA) HDCSA2026-0013
FOR CITY OF FERNANDINA BEACH

Plan Type:	HDC - Staff Review	**Project:**		**App Date:**	03/26/2026
Work Class:	HDC Staff Review	**District:**	Default	**Exp Date:**	04/27/2026
Status:	Approved	**Square Feet:**	0.00	**Completed:**	04/02/2026
Valuation:	$0.00	**Assigned To:**	Mia Sadler	**Approval Expire Date:**	04/02/2027

Description: Staff Certificate of Approval (COA) to replace 4 double hung windows with grilles. Replacements are size for size, no structural changes.

Parcel: 00-00-31-1800-0032-0150 Main	**Address:** 511 Broome St Main Fernandina Beach, FL 32034	**Zone:** R-2(Medium Density Residential)

Owner	Applicant	Contractor
JOSEPH T PETERSON L/E 511 BROOME ST FERNANDINA BEACH, FL 32034	JOSEPH T PETERSON L/E 511 BROOME ST FERNANDINA BEACH, FL 32034	Jimmy Sellers 5655 CARDER RD ORLANDO, FL 32810 Business: 4078034723

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00043763	COA - Staff Residential Fee	$25.00	$25.00
	Total for Invoice INV-00043763	$25.00	$25.00
	Grand Total for Plan	**$25.00**	**$25.00**

MUST BE POSTED IN A CONSPICUOUS PLACE

OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION

I /WE PETERSON JOSEPH T L/E
(print name of property owner(s))

hereby authorize: RENEWAL BY ANDERSEN OF FLA - JIMMY SELLERS
(print name of agent)

to represent me/us in processing an application for: WINDOW REPLACEMENT
(type of application)

on our behalf. In authorizing the agent to represent me/us, I/we, as owner/owners, attest that the application is made in good faith and that any information contained in the application is accurate and complete.

J. Jerry Peterson
(Signature of owner)

(Signature of owner)

J. Jerry Peterson
(Print name of owner)

(Print name of owner)

STATE OF FLORIDA

COUNTY OF NASSAU

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization, this 23 day of MARCH, 20 26, by JOSEPH PETERSON.

Notary Public — THOMAS NESSELT Printed Name — HH 737919 My Commission Expires

Personally Known ____ OR Produced Identification P ID Produced: FLDL P362498 45.4620

THOMAS NESSELT
Commission # HH 737919
Expires March 4, 2029

Historic District Council Windows List



As amended from time to time – Approved 12/18/2025

*New products not on the list will be reviewed on a case-by-case basis.

APPROVED FOR USE ON HISTORIC STRUCTURE PROJECTS

Note: If window muntins are used, they must match profile of existing historic muntins and must include exterior raised muntins (grilles).

Wood:	Aluminum-Clad Wood:	Vinyl-Clad Wood:	Cellular PVC/Ultrex:	Composite:
Sierra Pacific Jeld-Wen (Siteline) Marvin Pella (Reserve)	Sierra Pacific Jeld-Wen (Siteline) Marvin Pella (Architect, Designer, Reserve) Weather Shield	Andersen (A-Series 400 Series, 200 Series)	Marvin Elevate (Previously known as Integrity Wood-Ultrex) Windsor	Renewal by Andersen

APPROVED FOR USE ON NEW CONSTRUCTION PROJECTS ONLY

Any product line approved for use on historic structures can also be used on new construction. Window style and light pattern at the discretion of the applicant. Note: If window muntins are used, they must include exterior raised muntins (grilles).

Aluminum-Clad Wood:	All Vinyl/Plastic/Fiberglass:
Pella (ProLine)	Pella (Impervia, 350 Series, Encompass) Mi 1650 Double Hung with Exterior Grids

Window Survey Submission Requirements

Purpose

The windows on many historic buildings are an integral aspect of the architectural character of those buildings. Their design, craftsmanship, and other qualities may make them worthy of preservation. Evaluating the historic significance of these windows and planning for their repair or replacement is a process involving both objective and subjective considerations. The Secretary of the Interior's Standards for Rehabilitation and the accompanying Window Survey guidelines detailed below, call for respecting the significance of original materials and features, repairing and retaining them wherever possible, and when necessary, replacing them in kind.

Overview

Before windows can be replaced in a rehabilitation project, the existing condition of each window is required to be documented. This should be undertaken in the form of a Window Survey completed by a design professional which is defined as a preservation consultant or architect, building contractor, or engineer with historic preservation experience other than a window sales or manufacturing representative. The Window Survey purpose is to identify the extent of deterioration in each window and to provide a decision base as to whether the windows can be repaired or whether they must be replaced.

Evaluation of Physical Conditions

The key to successful planning for window treatments is a careful evaluation of existing physical conditions on a unit-by-unit basis. For windows with proposed work, provide a comprehensive site plan of the location of the windows and identify them with numbers that correspond with the window survey. A graphic or photographic system may be devised to record existing conditions and illustrate the scope of any necessary repairs. Clear, colored, detailed photographs, including at least one of each:

- Full-frame shot of each façade of the entire building
- Full-frame, close up shot of each individual window from the exterior
- Full-frame, close up shot of each individual windows from the interior
- Close-up views of intersection of the window frame at the head, jambs, and sill
- Close-up views of window sashes, top rail, bottom rail, side rails, the meeting rail, and the munitns (if any)

Survey

The survey form documents the existing condition of the windows and identifies which windows will be repaired, which windows are proposed to be replaced, and what the proposed new window treatments will be. The form shall provide an identification system that coordinates induvial windows on the plans with its corresponding photographs. The Window Survey shall identify the existing material of the window and the type of window that it is. A key shall be provided for any abbreviations used in this identification. For example, WD DH could represent a wooden, double hung window and MTL CASE could represent a metal casement window . The configuration would be the number of lights in the sash. Possible examples could include, twelve over twelve (12/12), six over six (6/6, or one over one (1/1). There is also space for additional remarks when necessary.

The Window Survey shall record the configuration and number of lights in the sashes. Possible examples could include twelve over twelve (12/12), six over six (6/6, or one over one (1/1). There is also space for additional remarks when necessary.

A four-level classification system is used to document the existing condition of each of the windows. This classification is based upon the system identified in the National Park Service publication, Preservation Brief #9, "The Repair of Historic Wooden Windows."

Class One (I), "Routine Maintenance," is associated with small repairs, which are usually performed as a part of a building's annual maintenance program. This may include paint removal, re-glazing, weather-stripping, caulking, and repainting.

Class Two (II), "Stabilization," shows a small degree of physical deterioration but can be repaired in place by patching, waterproofing, consolidating, and re-gluing the existing material.

Class Three (III), "Partial Replacement," has localized deterioration in specific areas. These members are totally removed and new ones are spliced into the existing fabric.

In **Class Four (IV)**, "Total Replacement," if the entire fabric of the window has deteriorated, then the only feasible alternative is total replacement.

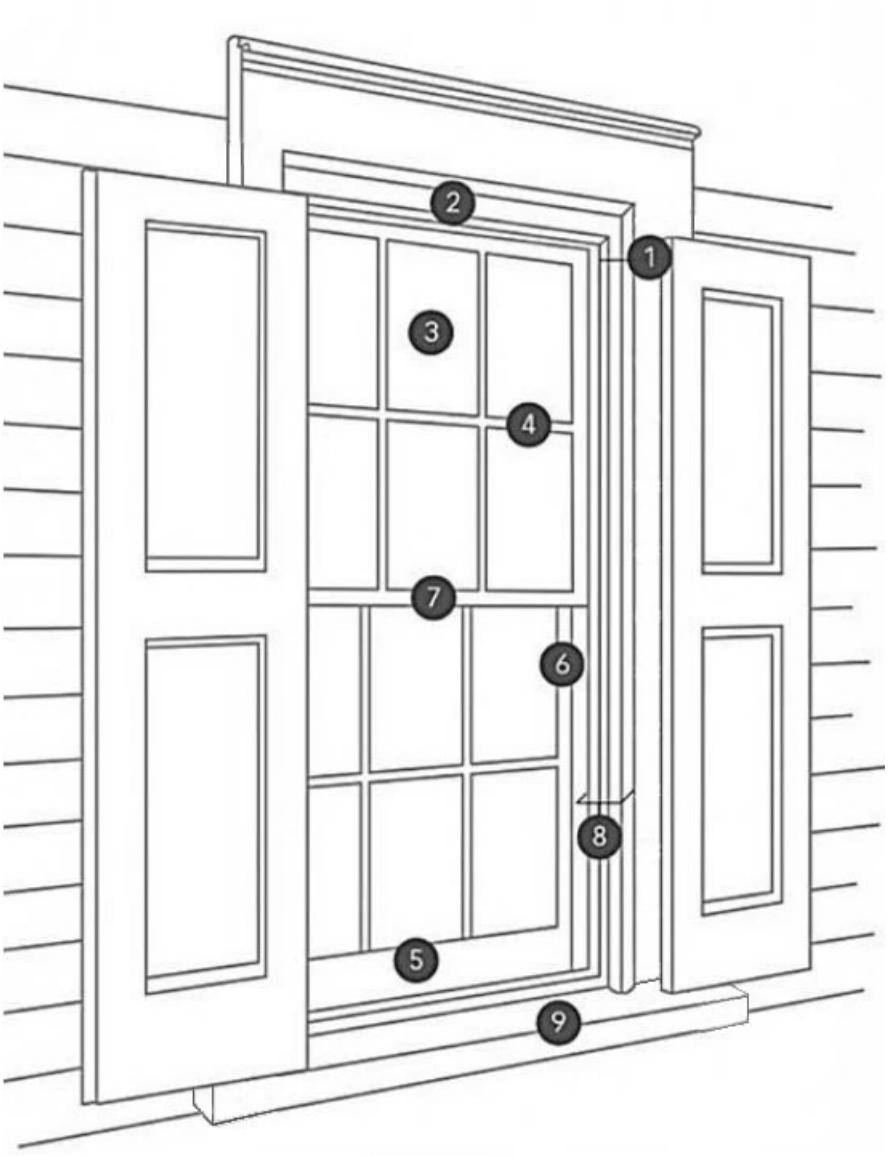
On the survey form under "Existing Conditions," each sill, frame and sash is rated as to whether it is **Class I, II, III, or IV**.

On the Window Survey form under “Existing Conditions,” each sill, frame, and sash is rated as to whether it is Class I, II, III, or IV. After all the windows have been rated, they are totaled by class for each of the window elements: sill, frame, and sash are compared. Those windows in Class I, II, and III, should be repaired and those in Class IV should be repaired with exact duplicates.

Replacement

The selection of replacement windows should not begin with what is commercially available, but rather with a considered analysis of what is being replaced. A major concern with most replacement windows is that they do not accurately replicate the historic appearance of the existing windows. Replacement sash should match the historic sash in pane size, pane configuration, glazing, muntin detailing, muntin profile, historic color, and trim. Frequently, the profiles of replacement elements, such as muntins, sashes, frames, and moldings, are flatter and wider or narrower and thinner than the historic profiles. A stock window may duplicate the exact number of original panes, but a change in relief affects the character of the historic window, which in turn alters the overall appearance of the entire building. Therefore, window sections will be required for all projects involving total window replacement. This can be done either by submitting section drawings of both the existing and proposed window(s) or by submitting by a list of measurements comparing the individual elements of the existing window(s) to the proposed one(s) (A/K/A a window schedule).

ANATOMY OF A WOOD WINDOW



1. **Brick Mold** – The molding, usually wooden, that covers the gap between the window frame and the opening into which the window is set.
2. **Casing** – The molding surrounding the window jamb, usually seen on the exterior on frame buildings.
3. **Lights/Glazing/Panes** – The glass or pieces of glass that makes up the transparent portion of a window.
4. **Muntin** – The narrow horizontal and vertical pieces that hold together the panes of glass in multi-pane windows.
5. **Sash** – The wooden frame located inside the jamb that holds the glass; also known as the operable component of the window.
6. **Stiles** – The vertical members of the sash.
7. **Meeting Rails** – The bottom horizontal member of the upper sash and the top member of the lower sash.
8. **Jamb** – The sides and top of a window.
9. **Still** – The bottom side of the window usually made out of heavier material that slopes away from the building to help shed water.

Additional Window Resources

Reach out to Historic District Council Staff Liaison: Mia Sadler, City Planner with questions, clarification, or additional assistance in completing this required Window Survey. Email: msadler@fbfl.city

- NPS Technical Preservation Brief 9: The Repair of Historic Wooden Windows
- Saving Windows, Saving Money: Evaluating the Energy Performance of Window Retrofit and Replacement – National Trust for Historic Preservation
- Window Preservation Alliance
- 5 Worst Mistakes of Historic Homeowners (Part 1 Windows) – The Craftsman Blog

Window Survey

Date: **Sheet** **of** **Project Name:**

Window #	Existing Type	Configuration (# of lights in each sash)	Existing Conditions				Proposed Window Type	Configuration	Remarks
			Repair Class			Sash Condition (Original, Replacement, Unknown)			
			Sash	Frame	Sill				
Example									
1	*WD DH*	*2/2*	*I*	*III*	*I*	*Original*	*N/A*	*N/A*	*Lower 4" of frame deteriorated and to be replaced in kind*
101	DH	2wx1h	III	I	I	original	DH	2wx1h	Sashes inoperable,insert install
107	DH	2wx1h	III	I	I	original	DH	2wx1h	Sashes inoperable,insert install
201	DH	2wx1h	III	I	I	original	DH	2wx1h	Sashes inoperable,insert install
207	DH	2wx1h	III	I	I	original	DH	2wx1h	Sashes inoperable,insert install

RENEWAL by ANDERSEN
FULL-SERVICE WINDOW & DOOR REPLACEMENT

To Whom It May Concern:

This letter will authorize the following person(s) to act as agent(s) with the city of Fernandina Beach, FL on behalf of Jimmy Sellers CGC1522249 of Renewal By Andersen of FLA, 5655 Carder Rd, Orlando, FL 32810 to submit for permits, obtain permits, and schedule inspections with respect to the installation, maintenance and repair of windows and entry doors.

Authorized person(s):

Go Permits LLC	Glynn Norgan	Lisa Reiman
Rachel Patterson	Gary Foligno	Barbra Dymond
Rachel Vu	Christa Mabry	Jaime Snyder
Michelle Kennedy	Asia Hardy	Marie Murphy
Kristina Sirvao	Darnell Hatcher	Derek Felton
Kristen Rodgers	Steven McCarthy	Ann Robinson
Lisa Kristofik	Sarsi Ramotar	Meghan Gaffney

Contractor of Record - Jimmy Sellers
Renewal By Andersen of FLA

State of Florida
County of Brevard

The foregoing instrument was acknowledged before me this 14 day of January, 26 by Jimmy Sellers.

Myrna A James (Seal)

Notary Public – State of Florida

Myrna A James

Printed Name

Myrna A. James
Comm.: HH 322514
Expires: October 17, 2026
Notary Public - State of Florida

My Commission Expires: 10/17/26
Personally Known ✓ or ___ Produced Identification# ___
Type of Identification Produced Known

FL #	FL27970-R6
Application Type	Revision
Code Version	2023
Application Status	Approved
Comments	
Archived	☐
Product Manufacturer	Andersen Corporation
Address/Phone/Email	100 Fourth Avenue North Bayport, MN 55003 (651) 264-5308 alan.barstad@AndersenCorp.com
Authorized Signature	Alan Barstad alan.barstad@AndersenCorp.com
Technical Representative	
Address/Phone/Email	
Quality Assurance Representative	Alan Barstad
Address/Phone/Email	100 Fourth Avenue North Bayport, MN 55003 (651) 264-5308 abarstad@andersencorp.com
Category	Windows
Subcategory	Double Hung
Compliance Method	Evaluation Report from a Florida Registered Architect or a Licensed Fl Professional Engineer ☐ Evaluation Report - Hardcopy Received
Florida Engineer or Architect Name who developed the Evaluation Report	Hermes F. Norero, P.E.
Florida License	PE-73778
Quality Assurance Entity	Window and Door Manufacturers Association-QA
Quality Assurance Contract Expiration Date	12/16/2030
Validated By	Zachary R. Priest, P.E. ☑ Validation Checklist - Hardcopy Received
Certificate of Independence	FL27970_R6_COI_COI Andersen Corporation SS 2024-04-30.pdf

Referenced Standard and Year (of Standard)

Standard	Year
AAMA/WDMA/CSA 101/I.S.2/A440	2011
AAMA/WDMA/CSA 101/I.S.2/A440	2008
AAMA/WDMA/CSA 101/I.S.2/A440	2017
ASTM E1886	2019
ASTM E1996	2020
TAS 201	1994

TAS 202 1994
TAS 203 1994

Equivalence of Product Standards
Certified By

Sections from the Code

Product Approval Method	Method 1 Option D
Date Submitted	10/16/2025
Date Validated	10/20/2025
Date Pending FBC Approval	10/22/2025
Date Approved	12/09/2025

Summary of Products

FL #	Model, Number or Name	Description
27970.1	Renewal by Andersen DG Series Double Hung Window (Non-Impact) (Non-HVHZ)	Renewal by Andersen DG Series Double Hung Window (No Impact) (Non-HVHZ)
Limits of Use **Approved for use in HVHZ:** No **Approved for use outside HVHZ:** Yes **Impact Resistant:** No **Design Pressure:** N/A **Other:** See Installation Instructions and Product Evaluation Report for allowable design pressures, sizes, installation requirements and limits of use.		**Installation Instructions** FL27970_R6_II_AWD234 SS 2018-12-16.pdf Verified By: Hermes F. Norero, P.E. Florida P.E. 73778 Created by Independent Third Party: Yes **Evaluation Reports** FL27970_R6_AE_PER5531 SS 2018-08-17.pdf Created by Independent Third Party: Yes
27970.2	Renewal by Andersen Double Hung Window (HVHZ) (Impact)	Renewal by Andersen Double Hung Window (HVHZ) (Impa
Limits of Use **Approved for use in HVHZ:** Yes **Approved for use outside HVHZ:** Yes **Impact Resistant:** Yes **Design Pressure:** N/A **Other:** See Installation Instructions and Product Evaluation Report for allowable design pressures, sizes, installation requirements and limits of use.		**Installation Instructions** FL27970_R6_II_AWD291 SS 2025-10-10.pdf Verified By: Hermes F. Norero, P.E. Florida P.E. 73778 Created by Independent Third Party: Yes **Evaluation Reports** FL27970_R6_AE_PER10157 SS 2025-10-10.pdf Created by Independent Third Party: Yes

Back Next

Contact Us :: 2601 Blair Stone Road, Tallahassee FL 32399 Phone: 850-487-1824

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Product Approval Accepts:

Credit Card Safe securityMETRICS

BUILDING DROPS
A Perfect Solution in Every Drop!
Certificate of Authorization: 29578

398 E. Dania Beach Blvd.
Suite 338
Dania Beach, FL 33004
954.399.8478 PH
954.744.4738 FX
contact@buildingdrops.com

Product Evaluation Report

of

Andersen Corporation
"DG Series Double Hung Window"
(Non-Impact) (Non-HVHZ)

for

Florida Product Approval

FL# FL27970

Report No. 5531

Current Florida Building Code

Method:	**1 – D (Engineering Evaluation)**
Category:	**Windows**
Sub – Category:	**Double Hung**
Product:	***DG Series Double Hung Window***
Material:	**Fibrex**
Product Dimensions:	***Refer to installation detail, AWD234***

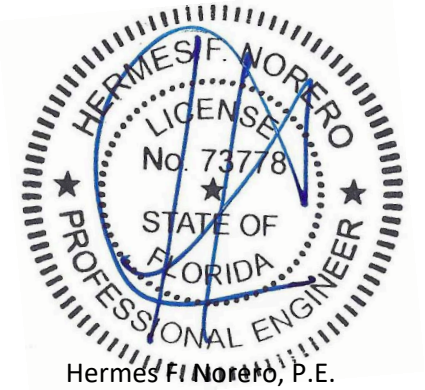
Prepared For:
Andersen Corporation
100 Fourth Avenue North
Bayport, MN 55003

Prepared by:
Hermes F. Norero, P.E.
Florida Professional Engineer # 73778
Date: 08/17/2018

Contents:

Evaluation Report Pages 1 – 4

Digitally signed by Hermes F. Norero, P.E.
Reason: I am approving this document
Date: 2018.08.17 17:45:10 -04'00'



Hermes F. Norero, P.E.
Florida No. 73778

Manufacturer:	**Andersen Corporation**
Product Category:	Windows
Product Sub-Category:	Double Hung
Compliance Method:	State Product Approval Method (1)(d)
Product Name:	**DG Series Double Hung Window**

Scope: This is a Product Evaluation Report issued by Hermes F. Norero, P.E. (FL # 73778) for **Andersen Corporation** based on Method 1d of the State of Florida Product Approval, Florida Department of Business and Professional Regulation - Florida Building Commission.

Hermes F. Norero, P.E. does not have nor will acquire financial interest in the company manufacturing or distributing the product or in any other entity involved in the approval process of the product named herein.

This product has been evaluated for use in locations adhering to the Current Florida Building Code.

See Installation Instructions **AWD234**, signed and sealed by Hermes F. Norero, P.E. (FL # 73778) for specific use parameters.

Limits of Use:

1. This product has been evaluated and is in compliance with the Current Florida Building Code, excluding the "High Velocity Hurricane Zone" (HVHZ).
2. Product anchors shall be as listed and spaced as shown on details. Anchor embedment into substrate material shall be beyond wall dressing or stucco.
3. When used in areas requiring wind borne debris protection this product complies with Chapter 16 of the Current Florida Building Code and does require an impact resistant covering.
4. Site conditions that deviate from the details of drawing **AWD234** require further engineering analysis by a licensed engineer or registered architect.
5. See Installation Instructions **AWD234** for size and design pressure limitations.

Quality Assurance: The manufacturer has demonstrated compliance of products in accordance with the current Florida Building Code for manufacturing under a quality assurance program audited by an approved quality assurance entity through **Window and Door Manufacturers Association** (FBC Organization #: QUA2515).

Performance Standards: The product described herein has been tested and evaluated per:

- AAMA/WDMA/CSA 101/I.S.2/A440-08/11

Referenced Data:

1. Product Testing performed by **Intertek.**
(FBC Organization # TST1795)

Report#:	Report Date:
I1737.01-201-47	04/02/18
I1996.01-201-47	04/02/18
I1997.01-201-47	04/02/18
I1998.01-201-47	05/09/18
I1999.01-201-47	05/09/18
I2000.01-201-47	04/02/18
I2001.01-201-47	04/02/18
I2002.01-201-47	04/02/18
I2003.01-201-47	04/02/18
I2004.01-201-47	04/02/18
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I2008.01-201-47	04/02/18
I2009.01-201-47	04/02/18
I2010.01-201-47	04/02/18
I2011.01-201-47	04/02/18
I2012.01-201-47	04/02/18
I2013.01-201-47	04/02/18
I2014.01-201-47	04/02/18
I2015.01-201-47	05/09/18

I2016.01-201-47	05/09/18
I2017.01-201-47	05/09/18
I2019.01-201-47	05/09/18
I2020.01-201-47	05/09/18
I2021.01-201-47	05/09/18

2. Quality Assurance
Window and Door Manufacturers Association
(FBC Organization #: QUA2515)

Installation:

Refer to Installation Instructions (**AWD234**) for anchor spacing and more details of the installation requirements.

Design Pressure:

Refer to Installation Instructions (**AWD234**) for design pressures based on product size, configuration and glazing.

12/14/2018 5:21 PM

ANDERSEN CORPORATION

RENEWAL BY ANDERSEN DG SERIES DOUBLE HUNG WINDOW (NON-IMPACT) (NON-HVHZ)

GENERAL NOTES:

1. THE PRODUCT SHOWN HEREIN IS DESIGNED AND MANUFACTURED TO COMPLY WITH THE CURRENT EDITION FLORIDA BUILDING CODE (FBC), EXCLUDING HVHZ AND HAS BEEN EVALUATED ACCORDING TO THE FOLLOWING:
   - AAMA/WDMA/CSA 101/I.S.2/A440-08/11
2. ADEQUACY OF THE EXISTING STRUCTURAL CONCRETE/MASONRY, 2X FRAMING, AND METAL FRAMING AS A MAIN WIND FORCE RESISTING SYSTEM CAPABLE OF WITHSTANDING AND TRANSFERRING APPLIED PRODUCT LOADS TO THE FOUNDATION IS THE RESPONSIBILITY OF THE ENGINEER OR ARCHITECT OF RECORD FOR THE PROJECT OF INSTALLATION.
3. 1X AND 2X BUCKS (WHEN USED) SHALL BE DESIGNED AND ANCHORED TO PROPERLY TRANSFER ALL LOADS TO THE STRUCTURE. BUCK DESIGN AND INSTALLATION IS THE RESPONSIBILITY OF THE ENGINEER OR ARCHITECT OF RECORD FOR THE PROJECT OF INSTALLATION.
4. INSTALL INDIVIDUAL INSTALLATION ANCHORS WITHIN A TOLERANCE OF ±1/4 INCH OF THE DEPICTED LOCATION IN THE ANCHOR LAYOUT DETAIL (I.E., WITHOUT CONSIDERATION OF TOLERANCES). TOLERANCES ARE NOT CUMULATIVE FROM ONE INSTALLATION ANCHOR TO THE NEXT.
5. THE INSTALLATION DETAILS DESCRIBED HEREIN ARE GENERIC AND MAY NOT REFLECT ACTUAL CONDITIONS FOR A SPECIFIC SITE. IF SITE CONDITIONS CAUSE INSTALLATION TO DEVIATE FROM THE REQUIREMENTS DETAILED HEREIN, A LICENSED ENGINEER OR ARCHITECT SHALL PREPARE SITE SPECIFIC DOCUMENTS FOR USE WITH THIS DOCUMENT IN NON-HVHZ AREAS. IN HVHZ AREAS, ONE TIME PRODUCT APPROVAL TO BE OBTAINED FROM MIAMI-DADE RER OR AHJ.
6. APPROVED IMPACT PROTECTIVE SYSTEM **IS REQUIRED** ON THIS PRODUCT IN AREAS REQUIRING IMPACT RESISTANCE.
7. WINDOW FRAME MATERIAL: FIBREX
8. IN ACCORDANCE WITH THE CURRENT EDITION FBC, WOOD COMPONENTS SHALL HAVE BEEN PRESERVATIVE TREATED OR SHALL BE OF A DURABLE SPECIES AS DEFINED IN CHAPTER 23.

SILL TYPE	MAX OVERALL SIZE		MAX D.L.O. SIZE			DESIGN PRESSURE	RATIO	CONFIG.	MISSILE IMPACT RATING
	WIDTH	HEIGHT	WIDTH	UPPER SASH	LOWER SASH				
FLAT OR SLOPE	32.0	76.0	25-15/16	33-3/8	33-3/8	+/-40	1:1	X/X	NON-IMPACT
	40.0	76.0	33-15-16	33-3/8	33-3/8				
	48.0	76.0	41-15/16	33-3/8	33-3/8				
	54.0	72.0	47-15/16	31-3/8	31-3/8	+/-30			
	40.0	96.0	33-15/16	43-3/8	43-3/8				
	48.0	96.0	41-15/16	43-3/8	43-3/8				
FLAT OR SLOPE	48.0	96.0	41-15/16	65-1/16	21-11/16	+/-40	3:1		
	40.0	76.0	33-15/16	50-1/16	16-11/16				
	54.0	72.0	47-15/16	47-1/16	15-11/16				

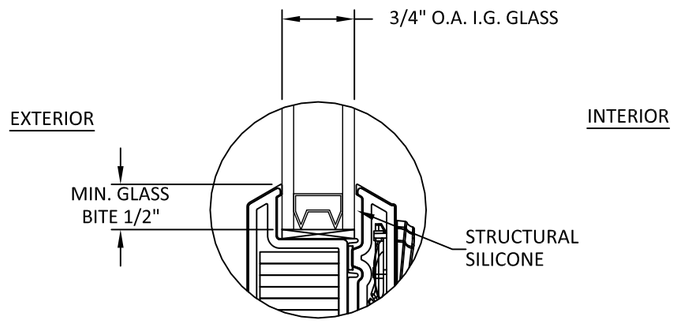
DESIGN PRESSURE UPGRADE RATING

SILL TYPE	MAX OVERALL SIZE		MAX D.L.O. SIZE			DESIGN PRESSURE	RATIO	CONFIG.	MISSILE IMPACT RATING
	WIDTH	HEIGHT	WIDTH	UPPER SASH	LOWER SASH				
FLAT OR SLOPE	30.0	68.0	23-15/16	29-3/8	29-3/8	+50/-65	1:1	X/X	NON-IMPACT
	36.0	68.0	29-15/16	29-3/4	29-3/4				
	40.0	72.0	33-15/16	31-3/8	31-3/8				
FLAT	40.0	76.0	33-15/16	33-3/8	33-3/8				
SLOPE	40.0	75.3	33-15/16	33-2/5	33-2/5				
FLAT	36.0	62.0	29-15/16	26-3/8	26-3/8	+69/-81			
SLOPE	36.0	61.3	29-15/16	26-2/5	26-2/5				

NOTES:
1. DP UPGRADE PRODUCT POSITIVE RATING IS DRIVEN BY STRUCTURAL ONLY. WATER IS NOT INCLUDED.
2. DP UPGRADE PRODUCT MUST BE INSTALLED THROUGH FRAME ONLY.

TABLE OF CONTENTS

SHEET	REVISION	SHEET DESCRIPTION
1	A	INSTALLATION AND GENERAL NOTES
2	-	ELEVATIONS & ANCHOR LAYOUTS
3	-	ELEVATIONS & ANCHOR LAYOUTS
4	-	VERTICAL SECTIONS
5	-	VERTICAL SECTIONS
6	-	HORIZONTAL SECTIONS
7	-	INSTALLATION NOTES, REINFORCEMENT & ANCHOR DETAILS



GLAZING DETAIL 1

NOTE:
1. GLASS TYPE THICKNESS SHALL COMPLY WITH ASTM E-1300 GLASS CHART REQUIREMENTS.
2. ALL GLAZING CONFIGURATIONS SHALL COMPLY WITH SAFETY GLAZING REQUIREMENTS OUTLINED IN CURRENT FBC
3. SETTING BLOCK SHOULD BE 70-90 DUROMETER AS PER CH 24 OF THE CURRENT FBC.
4. GLASS LITES THAT EXCEED 36" IN WIDTH SHALL USE SETTING BLOCKS AT 1/4 SPAN FROM CORNERS.

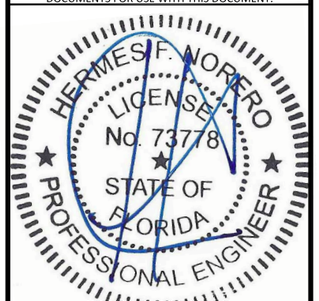
Andersen AW WINDOWS • DOORS
100 FOURTH AVE NORTH
BAYPORT, MN 55003-1096
PH: (651) 264-5150 FX: (651) 264-5485

TITLE: DG SERIES DOUBLE HUNG WINDOW (NON-IMPACT)(NON-HVHZ)
GENERAL NOTES & GLAZING DETAIL

PREPARED BY: BUILDING DROPS, INC.
398 E. DANIA BEACH BLVD., STE. 338
DANIA BEACH, FL 33004
PH: (954)399-8478
FAX: (954)744.4738
WEB: www.buildingdrops.com

REMARKS	BY	DATE
SIZE GRID UPDATE	HR	11.26.18

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FL #: FL27970

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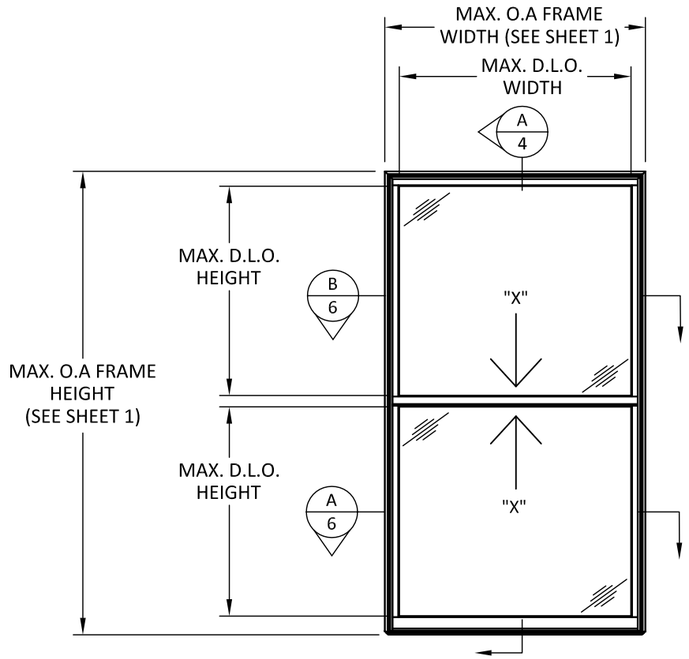
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DWG. #: AWD234

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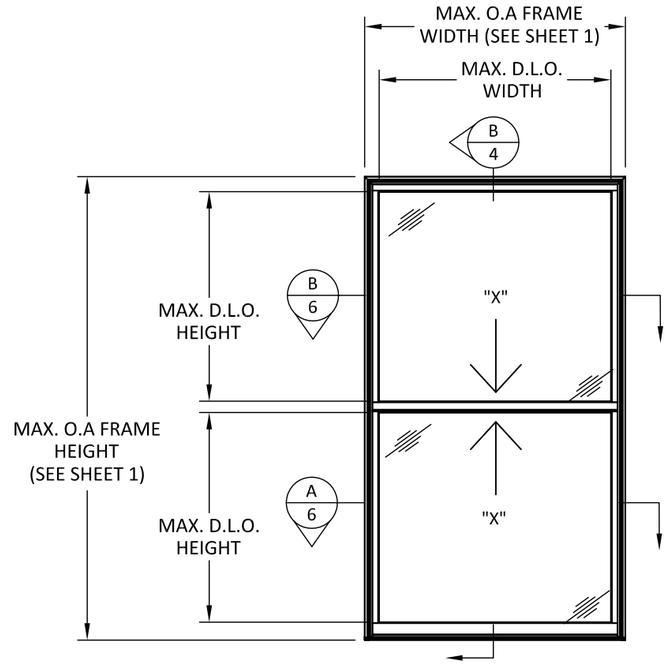
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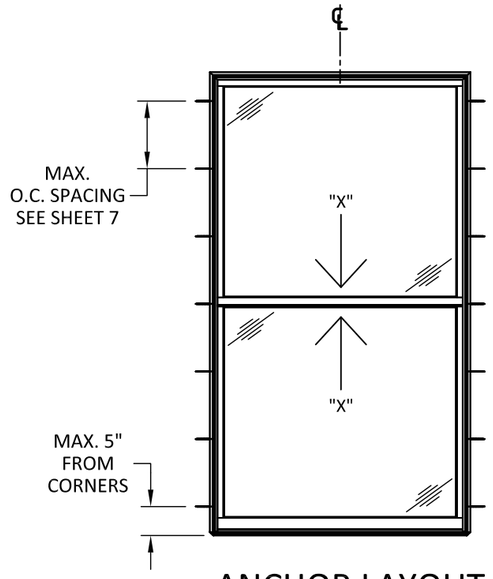
ELEVATION

DOUBLE HUNG WINDOW
SLOPE SILL - 1:1



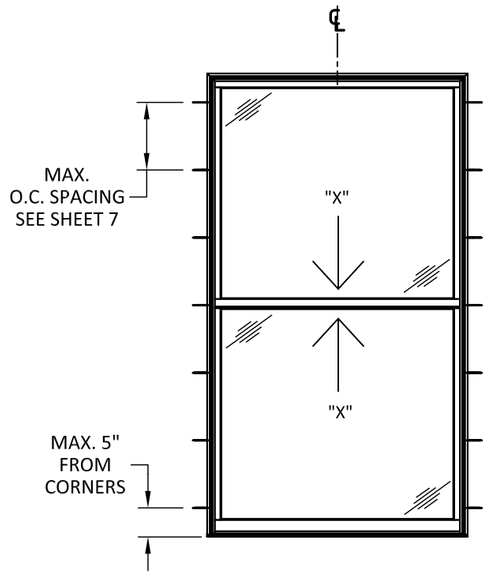
ELEVATION

DOUBLE HUNG WINDOW
FLAT SILL 1:1



ANCHOR LAYOUT

THROUGH FRAME - DOUBLE HUNG WINDOW
SLOPE SILL - 1:1



ANCHOR LAYOUT

THROUGH FRAME - DOUBLE HUNG WINDOW
FLAT SILL 1:1

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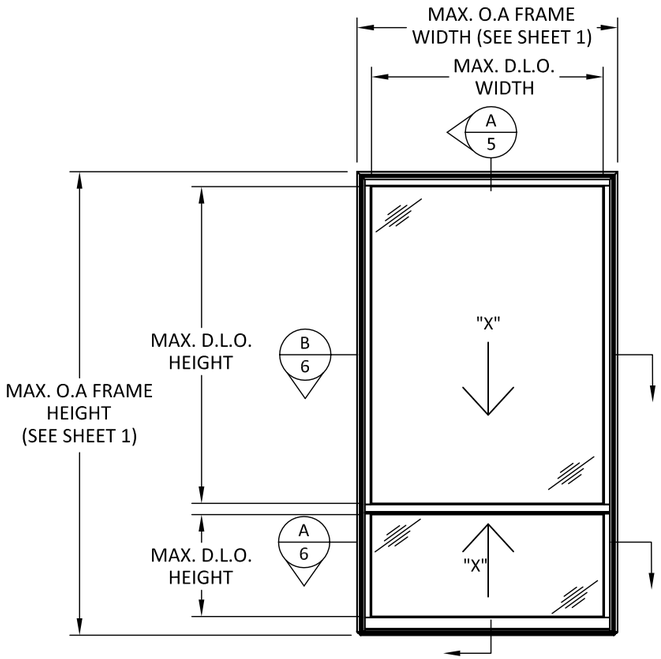
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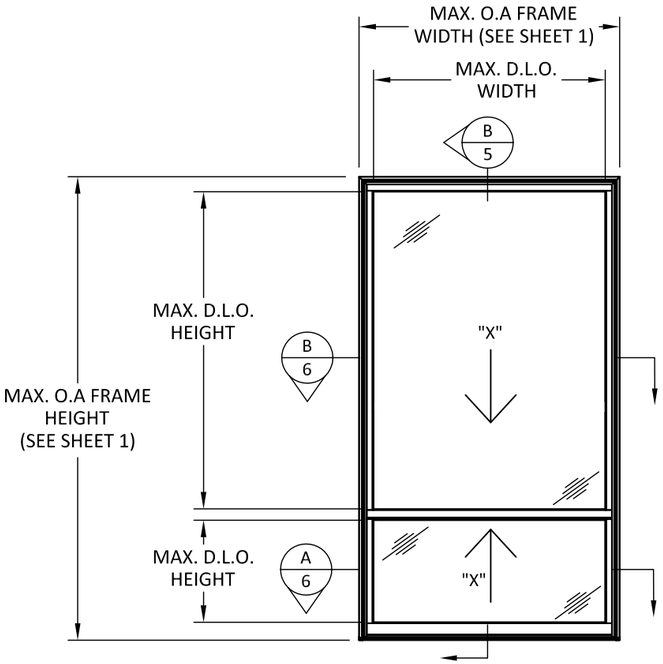
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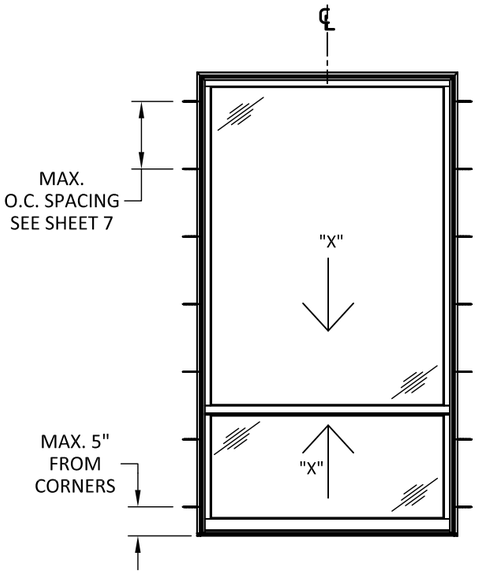
ELEVATION

DOUBLE HUNG WINDOW
SLOPE SILL - 3:1



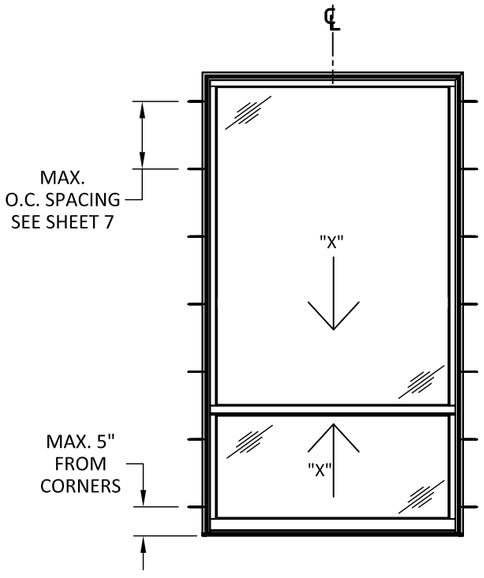
ELEVATION

DOUBLE HUNG WINDOW
FLAT SILL 3:1



ANCHOR LAYOUT

THROUGH FRAME - DOUBLE HUNG WINDOW
FLAT SILL 3:1



ANCHOR LAYOUT

THROUGH FRAME - DOUBLE HUNG WINDOW
FLAT SILL 3:1

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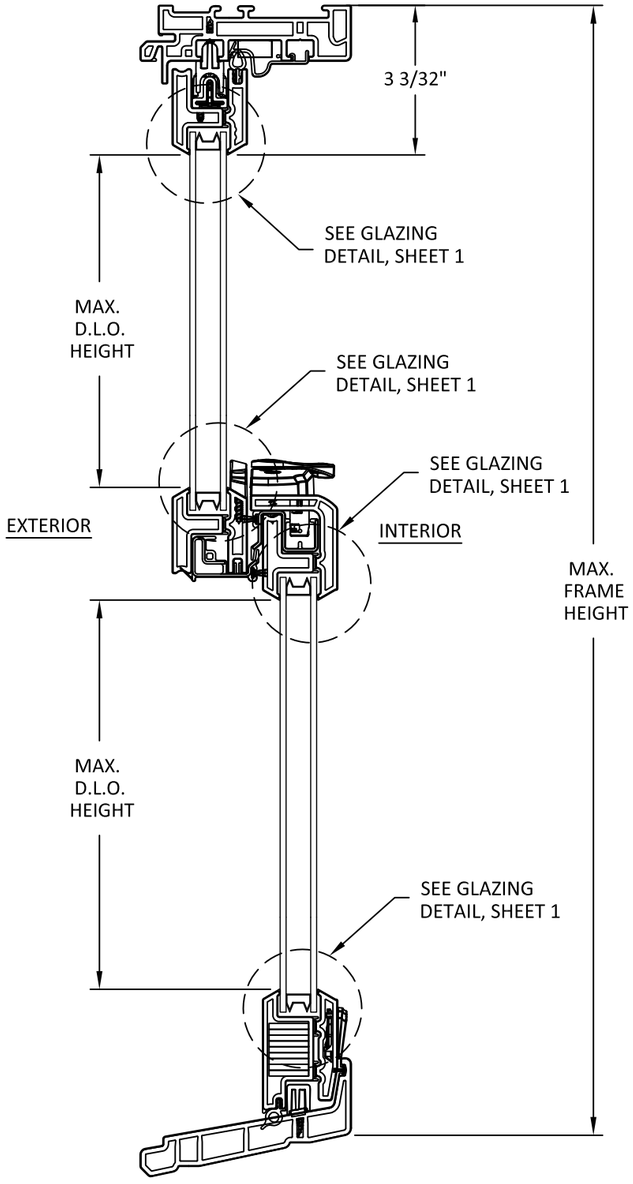
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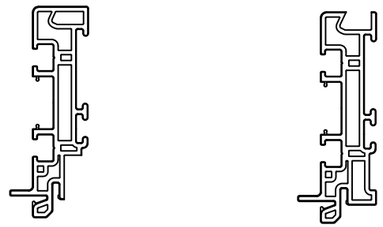
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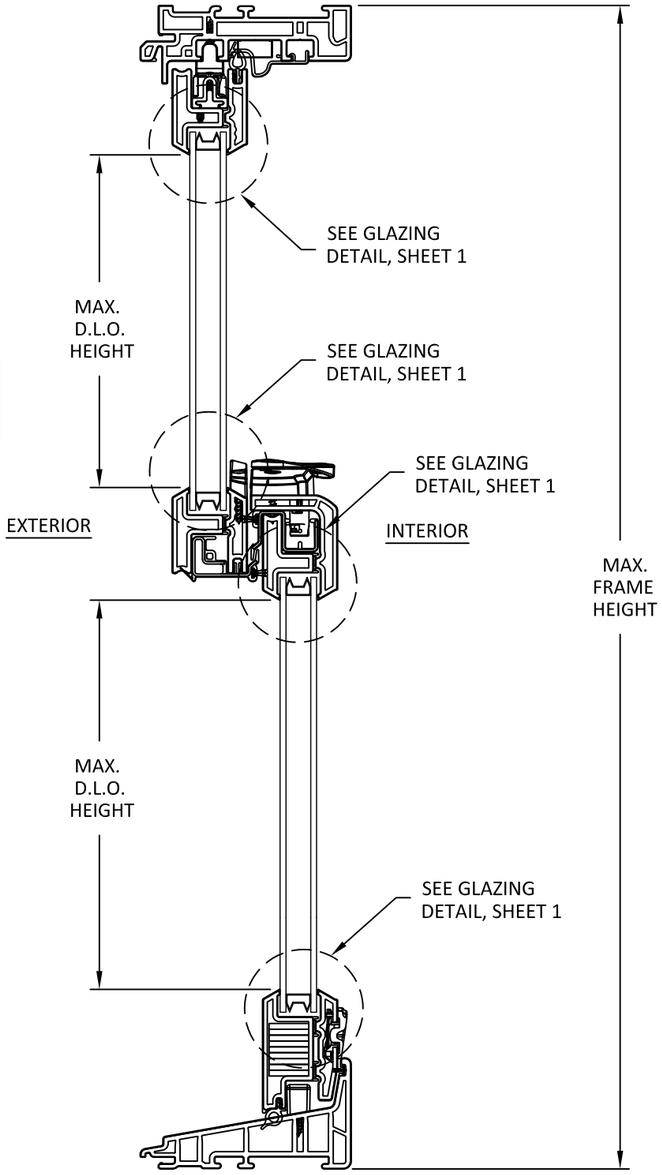




1 POCKET NOTCH

2 EJ FRAME

NOTE:
1. THE PROFILES SHOWN ABOVE ARE ALSO QUALIFIED AS AN OPTION FOR USE OTHER THAN BASE FRAME AT THE HEAD.



A/4 **VERTICAL SECTION**
SLOPE SILL 1:1

B/4 **VERTICAL SECTION**
FLAT SILL 1:1

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FL #: FL27970

DATE: 02.22.18

DWG. BY:	CHK. BY:
RV	HFN

SCALE: NTS

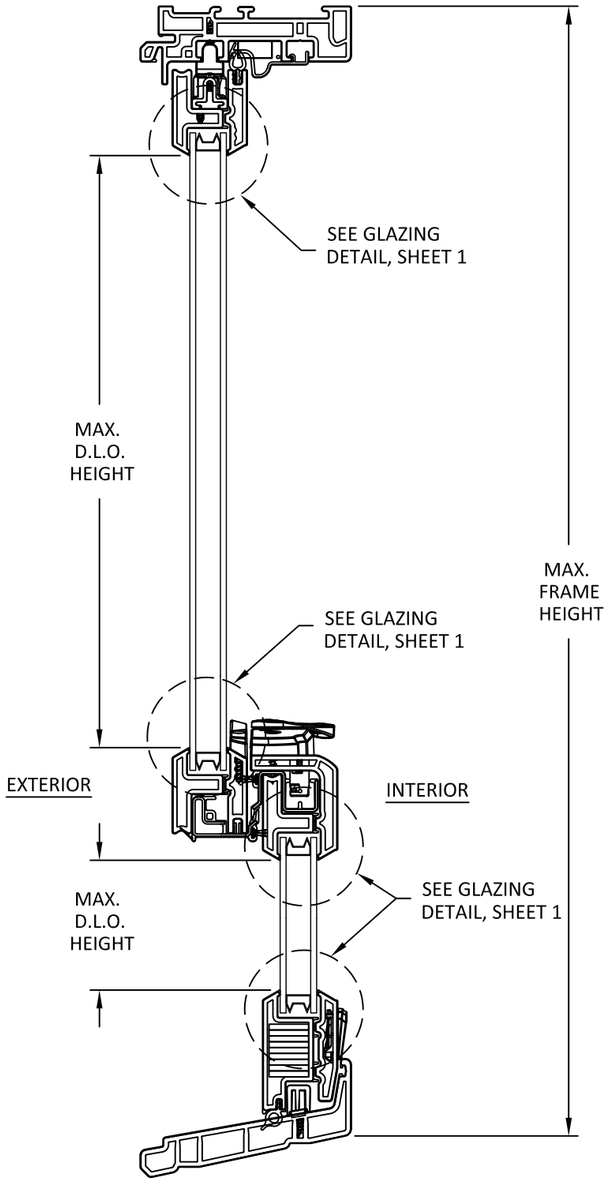
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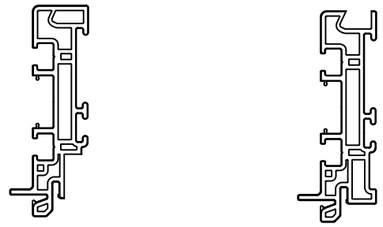
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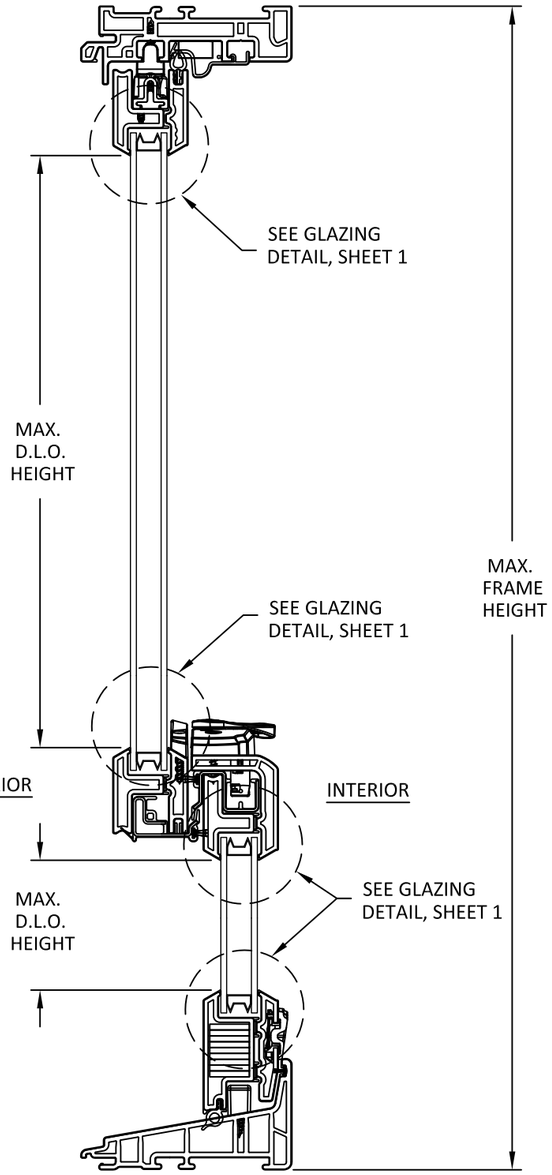




1 POCKET NOTCH

2 EJ FRAME

NOTE:
1. THE PROFILES SHOWN ABOVE ARE ALSO QUALIFIED AS AN OPTION FOR USE OTHER THAN BASE FRAME AT THE HEAD.



A/5 **VERTICAL SECTION**
SLOPED SILL 3:1

B/5 **VERTICAL SECTION**
FLAT SILL 3:1

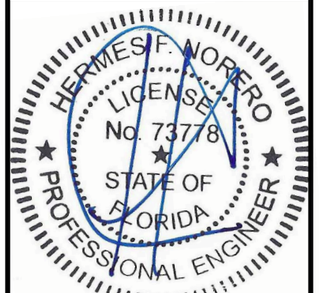
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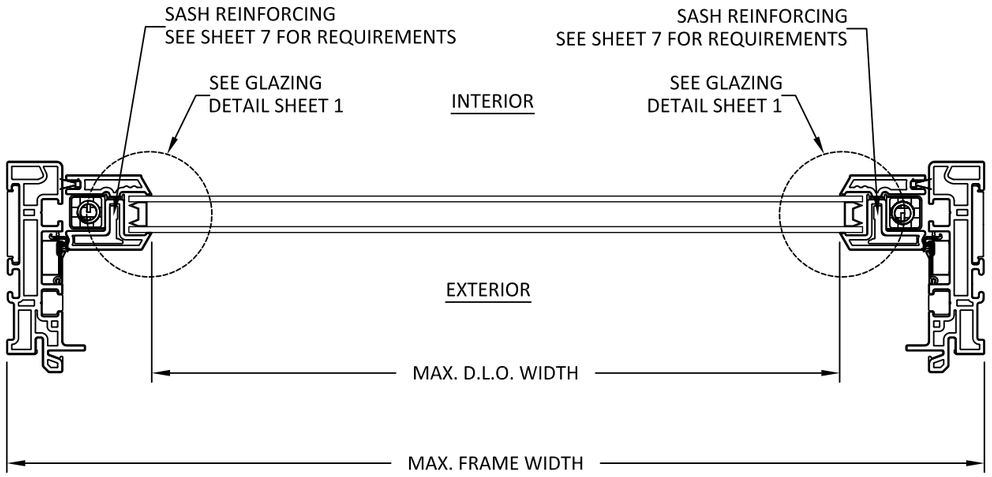
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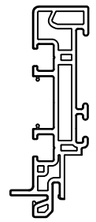
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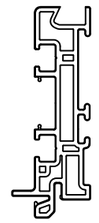


A/6 HORIZONTAL SECTION

LOWER SASH

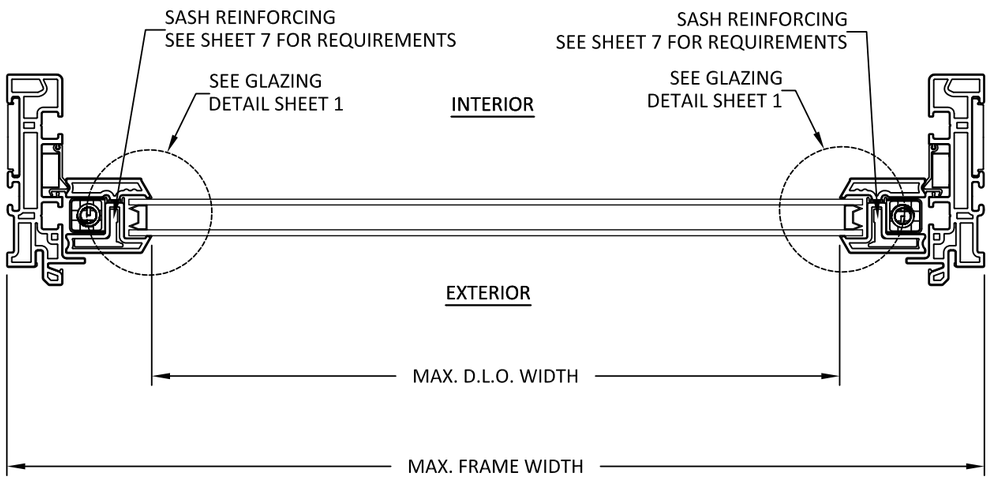


1 POCKET NOTCH



2 EJ FRAME

NOTE:
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B/6 HORIZONTAL SECTION

UPPER SASH

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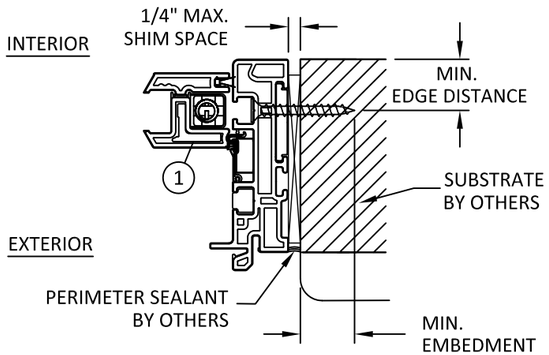
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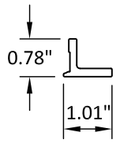
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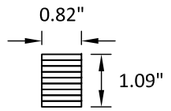


A 7 HORIZONTAL SECTION

THROUGH FRAME (JAMB)

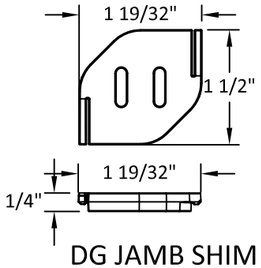


1 MEETING RAIL, LOWER & UPPER SASH LVL



2 LVL REINFORCEMENT BOTTOM SASH LVL

REINFORCEMENT DETAIL



DG JAMB SHIM

ANCHOR SCHEDULE				
METHOD	SUBSTRATE	ANCHOR SCHEDULE	MIN EMBEDMENT	MIN. EDGE DISTANCE
THROUGH FRAME	WOOD: MIN. SG = 0.55	#10 WOOD SCREW FLAT HEAD	1.5"	0.75"
	METAL: 18 GAUGE Steel, MIN. Fy = 33KSI	#10 TEK SCREW FLAT HEAD	3 THREADS MIN PENETRATION BEYOND METAL	0.5"
	CONCRETE: MIN. f'c=3000PSI	3/16" ITW TAPCON FLATHEAD	1.25"	2.5
	MASONRY: CMU per ASTM C90 MIN. 2000 PSI	3/16" ITW TAPCON FLATHEAD	1"	2.25

INSTALLATION NOTES:

1. ONE (1) INSTALLATION ANCHOR IS REQUIRED AT EACH ANCHOR LOCATION SHOWN.
2. THE NUMBER OF INSTALLATION ANCHORS DEPICTED IS THE MINIMUM NUMBER OF ANCHORS TO BE USED FOR PRODUCT INSTALLATION OF THE MAXIMUM SIZE LISTED.
3. INSTALL INDIVIDUAL INSTALLATION ANCHORS WITHIN A TOLERANCE OF ±1/4 INCH THE DEPICTED LOCATION & SPACING IN THE ANCHOR LAYOUT DETAILS (I.E., WITHOUT CONSIDERATION OF TOLERANCES). TOLERANCES ARE NOT CUMULATIVE FROM ONE INSTALLATION ANCHOR TO THE NEXT.
4. SHIM AS REQUIRED AT EACH INSTALLATION ANCHOR WITH LOAD BEARING SHIM(S). MAXIMUM ALLOWABLE SHIM STACK TO BE 1/4 INCH. SHIM WHERE SPACE OF 1/16 INCH OR GREATER OCCURS. SHIM(S) SHALL BE CONSTRUCTED OF HIGH DENSITY PLASTIC OR BETTER.
5. DG JAMB SHIM TO BE USED BETWEEN THE FRAME AND THE 1/4 INCH. SHIM STACK.
6. FOR MASONRY OR CONCRETE OPENINGS, A 1X WOOD BUCK MAY BE USED (OPTIONAL) AS LONG AS THE MINIMUM EMBEDMENT AND EDGE DISTANCE REQUIREMENTS ARE STILL MET WITHIN THE CORRESPONDING HOST SUBSTRATE. SEE GENERAL NOTE #3 ON SHEET 1 FOR MORE INFORMATION.
7. MINIMUM EMBEDMENT AND EDGE DISTANCE EXCLUDE WALL FINISHES, INCLUDING BUT NOT LIMITED TO STUCCO, FOAM, BRICK VENEER, AND SIDING.
8. INSTALLATION ANCHORS AND ASSOCIATED HARDWARE MUST BE MADE OF CORROSION RESISTANT MATERIAL OR HAVE A CORROSION RESISTANT COATING.
9. FOR HOLLOW BLOCK AND GROUT FILLED BLOCK, DO NOT INSTALL INSTALLATION ANCHORS INTO MORTAR JOINTS. EDGE DISTANCE IS MEASURED FROM FREE EDGE OF BLOCK OR EDGE OF MORTAR JOINT INTO FACE SHELL OF BLOCK.
10. INSTALLATION ANCHORS SHALL BE INSTALLED IN ACCORDANCE WITH ANCHOR MANUFACTURER'S INSTALLATION INSTRUCTIONS, AND ANCHORS SHALL NOT BE USED IN SUBSTRATES WITH STRENGTHS LESS THAN THE MINIMUM STRENGTH SPECIFIED BY THE ANCHOR MANUFACTURER.

Anchor Schedule - Max O.C. Spacing **Standard Double Hung Grid, +/- 40 PSF**			
	Width (in.)		
Height (in.)	24	36	48
27	8.5	8.5	8.5
36	13.0	13.0	13.0
48	19.0	19.0	19.0
60	24.0	24.0	16.7
72	24.0	20.7	15.5
76	24.0	22.0	16.5

Anchor Schedule - Max O.C. Spacing **DP Upgrade Double Hung Grid, +50/-65 PSF**			
	Width (in.)		
Height (in.)	24	32	40
27	8.5	8.5	8.5
36	13.0	13.0	13.0
48	19.0	12.7	12.7
60	24.0	16.7	12.5
72	20.7	15.5	12.4
76	22.0	13.2	11.0

Anchor Schedule - Max O.C. Spacing **DP Upgrade Double Hung Grid, +69/-81 PSF**	
	Width (in.)
Height (in.)	36
62	16.5

Anchor Schedule - Max O.C. Spacing **Standard Double Hung Grid, +/- 30 PSF**				
	Width (in.)			
Height (in.)	24	36	48	54
27	-	-	-	17.0
36	-	-	-	24.0
48	-	-	-	19.0
60	-	-	-	16.7
72	-	-	-	20.7
76	-	-	-	-
84	24.0	24.0	24.0	
96	24.0	24.0	21.5	

Anchor Schedule - Max O.C. Spacing **Fixed Upper Sash Double Hung Grid (INSERT AND BASE FRAME), +/- 40 PSF**				
	Width (in.)			
Height (in.)	24	36	48	54
27	8.5	8.5	8.5	8.5
36	13.0	13.0	13.0	13.0
48	19.0	19.0	19.0	12.7
60	24.0	24.0	16.7	12.5
72	24.0	20.7	15.5	15.5
76	24.0	22.0	16.5	
84	24.0	24.0	14.8	
96	24.0	21.5	17.2	

Andersen AW WINDOWS • DOORS
100 FOURTH AVE NORTH
BAYPORT, MN 55003-1096
PH: (651) 264-5150 FX: (651) 264-5485

TITLE: DG SERIES DOUBLE HUNG WINDOW (NON-IMPACT)(NON-HVHZ) INSTALLATION NOTES, REINFORCEMENT & ANCHOR DETAILS

PREPARED BY: BUILDING DROPS, INC.
398 E. DANIA BEACH BLVD., STE. 338
DANIA BEACH, FL 33004
PH: (954)399-8478
FAX: (954)744.4738
WEB: www.buildingdrops.com

REMARKS	BY	DATE
SIZE GRID UPDATE	HR	11.26.18

THE INSTALLATION DETAILS DESCRIBED HEREIN ARE GENERIC AND MAY NOT REFLECT ACTUAL CONDITIONS FOR A SPECIFIC SITE. IF SITE CONDITIONS CAUSE INSTALLATION TO DEVIATE FROM THE REQUIREMENTS DETAILED HEREIN, A LICENSED ENGINEER OR ARCHITECT SHALL PREPARE SITE SPECIFIC DOCUMENTS FOR USE WITH THIS DOCUMENT.



HERMES F. NORIEGA, P.E.
FLORIDA P.E. No 73778
BUILDING DROPS, INC
398 E. DANIA BEACH BLVD. # 338
DANIA BEACH, FL 33004
FBPE CERT. OF AUTHORIZATION No. 29578

FL #: FL27970

DATE: 02.22.18

DWG. BY: RV | CHK. BY: HFN

SCALE: NTS

DWG. #: AWD234

SHEET: 7 OF 7

12/14/2018 5:21 PM
s:\projects\andersen windows\fbc-18-0952 - fbc submittal - fl27970 dg series dh window\dwgs\awd234_1_1_9127.dwg

CERTIFICATE OF APPROVAL (COA) HDCSA2026-0014
FOR CITY OF FERNANDINA BEACH

Plan Type:	HDC - Staff Review	**Project:**		**App Date:**	03/26/2026
Work Class:	HDC Staff Review	**District:**	Default	**Exp Date:**	04/27/2026
Status:	Approved	**Square Feet:**	0.00	**Completed:**	04/02/2026
Valuation:	$0.00	**Assigned To:**	Mia Sadler	**Approval Expire Date:**	04/02/2027

Description: Certificate of Approval (COA) to paint exterior of home and carriage house. (Please see additional information for colors)

Parcel: 00-00-31-1800-0023-0060 Main	**Address:** 28 N 4Th St Fernandina Beach, FL 32034 Main	**Zone:** R-2(Medium Density Residential)

Applicant
David & Cynthia Jacoby
2328 SADLER RD UNIT 10-E

Mobile: 404-408-0067

Owner
JACOBY TRUST
28 N 4TH ST
FERNANDINA BEACH, FL 32034

Note	Created By	Date and Time Created
1. followed up for payment.	Mackennah Tarmey	03/30/2026

Invoice No.	Fee		Fee Amount	Amount Paid
INV-00043764	COA - Staff Residential Fee		$25.00	$25.00
		Total for Invoice INV-00043764	$25.00	$25.00
		Grand Total for Plan	**$25.00**	**$25.00**

Project Description	We are hiring Legacy Painting to repaint the exterior of the house (including carriage house). The colors that are intended to be used are as follows: Body Color - Sherwin Williams Sea Salt SW 6204 in Satin Window Bands and Trim - Sherwin Williams Extra White SW 7006 Satin Window Mullions - Sherwin Williams Jade Dragon SW 9129 Satin Porch Floors - Refresh existing gray from project previously approved by HDC in 2020, which was Sherwin Williams Westchester Gray SW 2849 Satin Porch Ceilings - Sherwin Williams Atmospheric SW 6505 Satin

CERTIFICATE OF APPROVAL (COA) HDCSA2026-0015
FOR CITY OF FERNANDINA BEACH

Plan Type:	HDC - Staff Review	**Project:**		**App Date:**	04/16/2026
Work Class:	HDC Staff Review	**District:**	Default	**Exp Date:**	05/18/2026
Status:	Approved	**Square Feet:**	0.00	**Completed:**	04/22/2026
Valuation:	$0.00	**Assigned To:**	Mackennah Tarmey	**Approval Expire Date:**	04/22/2027

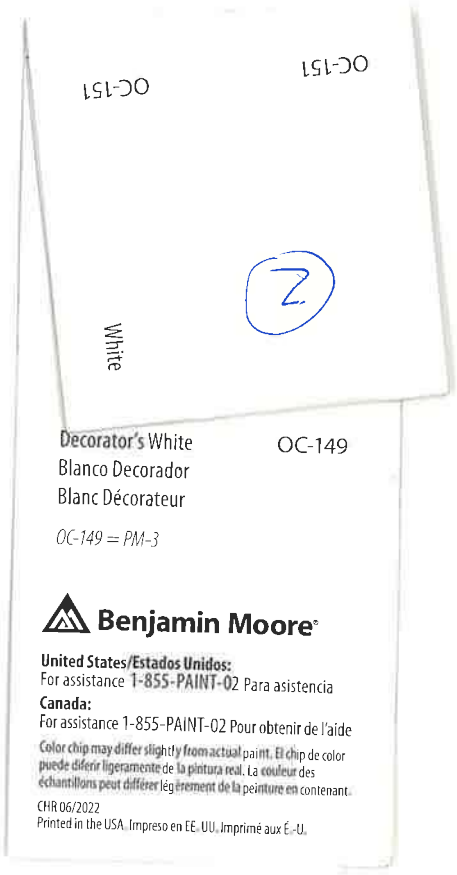
Description: Staff Certificate of Approval (COA) to paint exterior of home.

Parcel: 00-00-31-1800-0128-0022 Main	**Address:** 314 S 7Th St Main Fernandina Beach, FL 32034	**Zone:** R-2(Medium Density Residential)

Agent
High End Finishes, Inc.
Home: 9047804133

Owner
Charles and Mary Raulerson
714 Beech ST
Fernandina Beach, FL 32034
Business: 9043207363

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00043982	COA - Staff Residential Fee	$25.00	$25.00
	Total for Invoice INV-00043982	$25.00	$25.00
	Grand Total for Plan	**$25.00**	**$25.00**


OC-151
OC-151
White
2
Decorator's White
Blanco Decorador
Blanc Décorateur
OC-149
OC-149 = PM-3
Benjamin Moore
United States/Estados Unidos:
For assistance 1-855-PAINT-02 Para asistencia
Canada:
For assistance 1-855-PAINT-02 Pour obtenir de l'aide
Color chip may differ slightly from actual paint. El chip de color puede diferir ligeramente de la pintura real. La couleur des échantillons peut différer légèrement de la peinture en contenant.
CHR 06/2022
Printed in the USA. Impreso en EE. UU. Imprimé aux É.-U.


Black
HC-190
1
HC Benjamin Moore HC


AS IS



City of Fernandina Beach
204 Ash Street, Fernandina Beach, Florida 32034

Permit

Permit NO. **MECC-2026-0027**
Permit Type: **Mechanical - Commercial**
Work Classification: **HVAC Changeout**
Permit Status: **Issued**

Issue Date: 04/20/2026

Expiration: 10/19/2026

Location Address | **Parcel Number**

710 CENTRE ST, FERNANDINA BEACH, FL 32034 | **00-00-31-1800-0042-0080**

Contacts

DOUGHERTY ON CENTRE LLC — **Owner**
P.O. Box 16654, Fernandina Beach, FL 32035
(904)321-0409 dougherty_k@bellsouth.net

Amelia's Best Comfort Solutions — **Applicant**
2588 S 8th Street, Fernandina Beach, FL 32034
(904)729-4232 jonathan@ameliasbest.com

Jonathan Perez — **Contractor**
2588 S 8TH ST, FERNANDINA BEACH, FL 32034
(904)729-4232

Description: Replacement of rooftip split system due to failure. Same size and same location.

Valuation: **$15,217.00**

Total Sq Feet: **0.00**

Inspection Requests:
Building 904-310-3135
Zoning 904-310-3480

Fees	Amount
Administrative Fee -Commercial(non refundable)	$50.00
COA - Staff Residential Fee	$25.00
DBPR Surcharge	$2.00
DCA Surcharge	$2.00
Mechanial Changeout(No Electrical Work)	$50.00
Total:	**$129.00**

Payments	Amt Paid
Total Fees	**$129.00**
Check # Wj8lrX3Ti3fV	$129.00
Amount Due:	**$0.00**

Available Inspections:	
Inspection Type	
Historic District Final	
MECHANICAL FINAL	

PERMIT VOID SIX MONTHS AFTER DATE OF ISSUE WITHOUT A PASSED INSPECTION. ALL PERMITS SUBJECT TO INSPECTION. INSPECTIONS MUST BE MADE BEFORE PROCEEDING WITH SUBSEQUENT WORK.

WARNING TO OWNER: "YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOU PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT."

NOTICE: IN ADDITION TO THE REQUIREMENTS OF THIS PERMIT, THERE MAY BE ADDITIONAL RESTRICTIONS APPLICABLE TO THIS PROPERTY THAT MAY BE FOUND IN THE PUBLICE RECORDS OF THE COUNTY, AND THERE MAY BE ADDITIONAL PERMITS REQUIRED FROM THE OTHER GOVERNMENTAL ENTITIES, SUCH AS WATER MANAGEMENT DISTRICTS, STATE AGENCIES, OR FEDERAL AGENCIES.

THE APPROVED PLANS AND THIS PERMIT MUST BE POST IN THE DOCUMENT BOX OR AN OTHERWISE CONSPICUOUS PLACE FOR INSPECTION. (See Chapter 1 Building Code)

City of Fernandina Beach
204 Ash Street, Fernandina Beach, Florida 32034

Permit

Permit NO. **ROFC-2026-0007**
Permit Type: **Roof - Commercial**
Work Classification: **Reroof**
Permit Status: **Issued**

Issue Date: 04/17/2026

Expiration: 10/14/2026

Location Address	Parcel Number
303 S 8TH ST, FERNANDINA BEACH, FL 32034	**00-00-31-1800-0128-0080**

Contacts

ISOLA VENTURES LLC **Owner** 18 Salt Marsh DR, Fernandina Beach, FL 32034 (904)321-1124 johnlecker@comcast.net	Lori Lecker **Applicant** 96271 Dowling Drive Yulee, FL 32097, Yulee, FL 32097 lorilecker@comcast.net
Shorebreak, Inc. **Applicant** 851010 US 17, Yulee, FL 32097 (904)624-0225 admin@shorebreakservices.com	Charles Deberry **Contractor** 474386 SR 200, Fernandina Beach, FL 32034 (904)624-0225

Description: The roof was damaged in fire. We are replacing approx 1000sq ft of metal roof with materials that match exisiting.

Valuation: **$0.00**

Total Sq Feet: **0.00**

Inspection Requests:
Building 904-310-3135
Zoning 904-310-3480

Fees	Amount
Administrative Fee -Commercial(non refundable)	$50.00
Base Roof Fee	$90.00
COA - Staff Residential Fee	$25.00
DBPR Surcharge	$2.00
DCA Surcharge	$2.00
Total:	**$169.00**

Payments	Amt Paid
Total Fees	**$169.00**
Check # YLZ3rl7bQUFJ	$169.00
Amount Due:	**$0.00**

Available Inspections:	
Inspection Type	
NOTICE OF COMMENCEMENT	
VIRTUAL NAIL OFF/SHEATHING	
ROOF FLASHING/DRY-IN	
VIRTUAL FLASHING/DRY-IN	
VIRTUAL ROOF IN PROGRESS	
ROOF NAIL OFF/SHEATHING	
ROOF IN PROGRESS	
ROOF FINAL	
Historic District Final	

PERMIT VOID SIX MONTHS AFTER DATE OF ISSUE WITHOUT A PASSED INSPECTION. ALL PERMITS SUBJECT TO INSPECTION. INSPECTIONS MUST BE MADE BEFORE PROCEEDING WITH SUBSEQUENT WORK.

WARNING TO OWNER: "YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOU PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT."

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THE APPROVED PLANS AND THIS PERMIT MUST BE POST IN THE DOCUMENT BOX OR AN OTHERWISE CONSPICUOUS PLACE FOR INSPECTION. (See Chapter 1 Building Code)

City of Fernandina Beach
204 Ash Street, Fernandina Beach, Florida
32034

Permit

Permit NO. **ROFC-2026-0007**
Permit Type: **Roof - Commercial**
Work Classification: **Reroof**
Permit Status: **Issued**

Issue Date: 04/17/2026

Expiration: 10/14/2026

Address/Owner:
Lori Lecker
303 S 8th St

FIELD COPY

PERMITS
Product Approval Spec Sheet

Revised 10/01/24

As required by Florida Statute 553.842 and Florida Administrative Code 9B-72, please provide the current approval numbers on the building components listed below if they will be utilized on the construction project for which you are applying for a building permit. We recommend you contact your local product supplier should you not know the product approval number for any of the applicable listed products. State approved products are listed online at www.floridabuilding.org

Category/Subcategory	Manufacturer	Product Description	Code Version	FL# (and suffix)	Expiration
Exterior Doors					
a. Swinging					
b. Sliding					
c. Sectional/Roll Up					
d. Other					
Windows					
a. Single/Double Hung					
b. Horizontal Slider					
c. Casement					
d. Fixed					
e. Mullion					
f. Skylights					
g. Other					
Panel Wall					
a. Siding					
b. Soffits					
c. Storefronts					
d. Glass Block					
e. Other					
Roofing Products					
a. Asphalt Shingles					
b. Non-Structural Metal	Guardian Metals	29 GA. Rib Tech Roof Panel	2023	FL 42457.2	2028
c. Roofing Tiles					
d. Single Ply Roof					
e. Other					
Structural Components					
a. Wood Connectors					
b. Wood Anchors					
c. Truss Plates					
d. Insulation Forms					
e. Lintels					
f. Other					
New Exterior					
Envelope Products					
Specialty Items					
Specialty Items					

City of Fernandina Beach
RELEASED FOR PERMITTING
These plans are approved for construction. NOTE: Plan approval does not constitute approval to violate any adopted federal, state or local law, code or ordinance.
REVIEWED FOR COMPLIANCE
2023 FBC, 8th Edition
04/16/2026

The Products listed above are reviewed for current listings only. I understand that at the time of the inspection of these products, the following information must be available to the inspector on the jobsite: 1). Copy of the product approval 2). Performance characteristics which the product was tested and certified to comply with, 3). Copy of the applicable manufacturers installation requirements. **I know I will fail my inspection without the required information available on the job site at time of inspection. Further, I understand these products may have to be removed if approval cannot be demonstrated during inspection.**

Applicant Signature Chad [signature] **Date** 4/13/2026

April 15, 2026

To Whom It May Concern,

This letter is to inform you that **Shorebreak Roofing & Painting** will be completing a partial reroof at the following property:

303 S 8th Street
Fernandina Beach, FL

The materials being used for this project will be **in-kind with the existing roof**, ensuring consistency with the current structure and maintaining the historical character of the property.

If you have any questions or require additional information, please do not hesitate to contact our office at 904-624-0225.

Sincerely,

Ashley Wiley
Shorebreak Roofing & Painting

851010 US HWY 17
Yulee, FL 32097
904-624-0225