



**AGENDA
BOARD OF ADJUSTMENT
REGULAR MEETING
SEPTEMBER 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**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MEETING MINUTES**
 - 3.1 Approval of Minutes from the Regular Meeting of June 4, 2026.
- 4. OLD BUSINESS**
- 5. NEW BUSINESS**
 - 5.1 BOA 2026-0003 - JAMES AND JENNY SCHAFER, 185 S. FLETCHER AVENUE**
Variance Request from LDC Section 4.02.03 Table (E) Standards for Building Heights and Setbacks, to raise the principal structure to reconstruct the foundation. *(Quasi-Judicial)*
 - 5.2 BOA 2026-0004 - CHARITY WESTON, AGENT FOR AMELIA CONCEPTS RENTALS, LLC, 731 S. 14TH STREET**
Variance Request from LDC Section 1.03.05 Construction or Demolition of Structures on Combined Lots, to reconstruct more than one residential dwelling unit on a property previously developed with a single-family lot.
- 6. BOARD BUSINESS**
 - 6.1 2050 Visioning Updates
 - 6.2 Legislative Updates - City Attorney Teresa Prince
- 7. STAFF REPORT**
- 8. PUBLIC COMMENT**
- 9. ADJOURNMENT**

NEXT BOA REGULAR MEETING IS SCHEDULED FOR OCTOBER 21, 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 (904) 310-3115 or through the Florida Relay Services at 711 at least 24 hours in advance to request such accommodations.

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.



**MINUTES
BOARD OF ADJUSTMENT
REGULAR MEETING
JUNE 4, 2026
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

1. CALL TO ORDER 5:05 PM

ROLL CALL / DETERMINATION OF QUORUM

ROLL CALL / DETERMINATION OF QUORUM

Member Johnny Miller
Member Barry Hertslet
Member Fred Johnson

Vice Chair Len Kreger (Vice-Chair)
Chair Steven Papke (Chair)

ABSENT

None

OTHERS PRESENT

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

Margaret Pearson, Planning Manager

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MEETING MINUTES

3.1 Approval of Minutes from the Regular Meeting of May 20, 2026

ACTION TAKEN: A motion was made by Member Kreger, seconded by Member Fred Johnson, to approve the Minutes for the Regular Meeting of May 20, 2026, as presented.

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

Ms. Prince provided the public with an overview of the meeting. Seeing as the meeting was properly noticed to the public for 5:30 p.m., the Board will open this meeting and perform administrative housekeeping items such as Approval of Minutes.

Ms. Margaret Pearson provided an update to the Board about the 2050 Vision Plan. She shared that there was great local feedback, the number of surveys continue to rise, even from the 2045 Vision Plan. She said we are also working on a virtual workshop that can be made for the public and continue to work with the Northeast Florida Regional Council.

Ms. Prince provided an update of the recent Florida legislations that has passed, most notably property taxes and SB 180 which governs how cities can govern their Land Development Code.

Vice-Chair Kreger asked if this will be seen on the November ballot. Ms. Prince answered in the affirmative.

Chair Papke asked Staff and the Board if they had any further updates that they would like to share. Seeing none, Chair Papke adjourned the meeting at 5:15 p.m. to be reopened at 5:30PM.

The meeting was re-opened at 5:30 p.m.

Chair Papke asked Members to disclose any ex-parte communications.

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

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

Ms. Prince presented the decorum requirements for the meeting. While the board welcomes comments, the evidence must be confident and substantial evidence.

4. OLD BUSINESS

5. NEW BUSINESS

5.1 BOA 2026-0002 - ERIC CORBETT, 409 STANLEY DRIVE

Variance request from LDC Section 1.03.05 Construction or Demolition of Structures on Combined Lots, to subdivide a 100' X 203' lot into two parcels measuring 100' X 100' and 100' X 103'. (*Quasi- Judicial*)

Ms. Prince noted that the applicant has chosen to have legal counsel.

Ms. Mia Sadler, Planner II, presented the Staff Report Analysis, stating that the property is located at the corner of Highland Dunes Way and Stanley Drive, is zoned R-1 with Future Land Use of Low Density Residential. She noted that the property is currently vacant and had a demolition of a home and pole barn. The proposed project is to divide the property into two standard lots in order to build 2 single-family homes.

Ms. Sadler presented relevant abbreviated Comprehensive Plan Objectives and Policies to further encapsulate the intent and goals of Planning in Fernandina Beach. She proceeded to showcase the Forest Hills Subdivision, which was mapped in 1950. She showed the Highland Dunes Subdivision, and the subject properties relation to these neighborhoods and also showed photos to further illuminate this project.

She listed and explained all 6 criteria for granting a variance and with all 6 criteria being met, Staff recommended approval.

Ms. Sadler then proceeded to share R-1 zoning Site Design Requirements and explained that any development on the proposed parcels would have to comply with the R-1 zoning requirements. She also emphasized that this case is only for approval of the lot division, not any home construction.

Chair Papke, asked if there was a home that existed that crossed the proposed lot lines.

Paige Johnston, attorney and representative for the owner Eric Corbett, explained the reason for this variance request, mainly that the intent of LDC 1.03.05 refers to combined lots and that there is no definition to describe “combined lots”. She continued by stating that this section could mean that any lot that has a house on it would not be able to be divided. She then commended Staff for describing the criteria, and as a planning professional, these are competent substantial evidence by feels that this evidence alone is enough to make a decision. She also noted that information heard by the public, such as speculation and what ifs, are not evidence. She encouraged the Board to ask questions to Staff or the applicant and also asked that the applicant or counsel be given a chance to respond.

Eric Corbett, 412 Escambia Street, owner of 409 Stanley Drive, explained how the decision to request a variance came about and provided some family history, and stated that once the property was purchased, Mr. Corbett met with Kelly Gibson, former Planning Director, to discuss the dividing of the lot. He recalled that during his meeting, Mrs. Gibson indicated that there was the ability for the lot to be split. Mr. Corbett demolished the home in October of 2025. He explained the original intent of the project and shared with the audience that the new intent is to build a home for his father.

Member Johnson asked for clarification on his original intention of the purchase of the property. Mr. Corbett indicated that he really did not know at the time. He just knew that he wanted to live across the street from his father.

Jim Corbett, 1805 Highland Drive, father of Eric Corbett confirmed his son's testimony.

Folks Huxford, 10230 Manorville Drive, Jacksonville FL, retired Planning Chief from the City of Jacksonville, commended Staff again for their thoroughness. Concurs with the conclusions of Staff's report. He stated that Highland Drive is a public right of way and provided the City code allows for it, the property owner has the right to ask for an access driveway through the property permitting channels.

Member Johnson inquired about the access driveway locations. Mr. Corbett confirmed that one driveway would face Stanley Drive and the existing driveway would remain on Highland Dunes Way.

Teresa Prince, City Attorney, reiterated that any site development discussion is not competent substantial evidence.

Public comment was opened.

Jack Imber, 1003 Broome Street, stated this case is illegal and suspicious and made parallels with the Tringali property case.

Vice-Chair Kreger commented that LDC 1.03.05 was supported in court twice with the Tringali case and wanted to make a point that the code has been confirmed by going through the process. He noted that we are looking at this case independently.

Ms. Prince indicated that this variance case was properly noticed to the public.

Tina Christner, 406 Beech Street, stated confusion as to why we are here, commenting that the section of the code that Staff mentions said this is not a combined lot, and believes this is an unnecessary step. She went through the special conditions and voiced disagreement with Staff on a number of criteria.

Daniel Nowell, 606 Stanley Drive, stated he is a lifelong friend of the applicant and understands why people are upset and have all been susceptible to change, but also understands why Mr. Corbett is moving forward with this request and that an approval would be addition to the neighborhood.

Elizabeth Thornton, 1813 Highland Drive, voiced that Mr. Corbett would be a fine asset to the neighborhood

Sherman Liddell, 1627 Dade Street, expressed concerns as he feels directly affected by the application. He asked that this request be deferred until it is presented through the TRC process to address safety and environmental concerns and believes that this was a self-created hardship by the applicant.

Jim Saunderson, 1806 Highland Drive, resident since March of 1956, reflected on his neighborhood growing and the changes that have occurred over the years. He is disappointed that people are not welcoming Mr. Corbett to the neighborhood. He recommends approval of the variance.

Robert Doheny, 901 Stanley Drive, voiced disagreement about the request for dividing the lot and spoke of the intent during the initial sale of the property.

Matt Steinlin, 413 Stanley Drive, voiced concerns about drainage and stormwater if the home is to build on the westerly lot.

Scott Little, 412 Stanley Drive, is excited to have Mr. Corbett in the neighborhood. He respects the decisions of the Board.

Leish Palmer, 5 Ilan Circle, in Forest Hills, voiced that the community's character is to build on big lots, and this conflicts with this, in her opinion.

Pete Stevenson, 1627 Highland Dunes Way, commented about the curb cuts and the water impacts on Highland Dunes Way and also voiced his frustration regarding poor public notice procedures.

Erick Shwart, 1609 Highland Dunes, spoke on the special conditions aspect and believes that nothing is special about this case and that there is no hardship.

Rachel Kerestes, 1609 Highland Dunes Way, believes everyone is speaking out of emotion. Once you grant the variance, it is locked in. She mentions that there is also no ambiguity in the LDC 1.03.05.

Mike Harbison, 1629 Highland Dunes Way, commented on the current conditions of the property and recommended denial.

Rebecca Raymond, 1703 Highland Dunes Way, spoke on Criteria 6, and said increasing public safety needs to be considered.

Dan Roach, 1531 Dade, commented that it's not his place to tell someone what they should do with their property.

Victoria Robas, 2161 S. Fletcher Avenue, currently a member on the City's Planning Advisory Board, read the applicable policies section of the staff report, paragraph D, should not have been brought in front of the board for consideration. She critiqued Staff's interpretation on the criteria for consideration.

Ms. Sadler made comments on the process of this Board and pointed out the facts of this case. She reminded the Board of the request and also brought up stormwater review requirements which could impact the dynamics of the neighborhood, therefore, is a special condition.

Kim Wolford, 1315 Broome Street, spoke about following our laws, our Land Development Code, and confusing information in the application regarding a "Pre-application meeting" and in the Staff Report, mainly referring to LDC Section 11.01.02 Pre Application Conference and LDC Section 1.07.00(B) Glossary of Terms.

Robin Newell, 606 Stanley Drive, spoke of the diverse opinions of the community and asked the Board to follow the law and guidelines.

Lyn Pannone, 9 Marsh Hawk Road, on behalf of The Tree Conservancy, commented on criteria 6, Public Safety, citing that removal of trees would bring safety and environmental concerns to the residents and voided that she did not support approval of this variance.

Margaret Kirkland, 1377 Plantation Point Drive, on behalf of Conserve Nassau, commented on criteria 6, citing that there is evidence that the removal of trees would create flooding and be hazardous to residents.

Eric Corbett, 409 Stanley Drive, owner, commented that there are no designs for homes yet and that the setbacks that are shown are as per the surveyor. He did note that, originally, he wanted to position both homes facing Highland Dunes Way but after speaking with the Planning Department, they suggested one be facing Stanley Drive. He added that the homes will be small in nature so to avoid impact to any trees. He provided further comments that address

community concerns.

Paige Johnston, attorney for Mr. Corbett, broke down the concerns about the special criteria and explained their position as it relates to safety, access, stormwater, trees and drainage.

Ms. Sadler explained that the Forest Hills subdivision lot sizes provision for lots over 100ft in depth, covering minimum setbacks, gross density versus net density, and the inclusion of rights-of-way.

Public Hearing was closed.

Vice-Chair Kreger, mentioned that it is very credible that the city brought this forward as a variance and that it was the right approach.

ACTION TAKEN: A motion was made by Member John Miller, seconded by Member Hertslet, to approve BOA case 2026-0002; that the BOA make the following findings of fact and conclusions of law part of the record; AND that BOA 2026-0002 as presented is substantially compliant with the Comprehensive Plan and Land Development Code to warrant approval at this time; AND that BOA 2026-0002 meets the following criteria to grant a variance: Special Condition, Special Privilege, Literal Interpretation, Minimum Variance, General Harmony, and Public Interest.

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

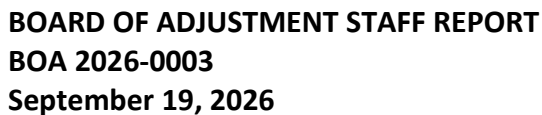
Member Hertslet	Aye
Member Miller	Aye
Member Johnson	Aye
Vice-Chair Kreger	Nay
Chair Papke	Aye

Motion carried.

- 6. BOARD BUSINESS**
- 7. STAFF REPORT**
- 8. PUBLIC COMMENT**
- 9. ADJOURNMENT: 8:00PM**

Mackennah Tarmey, Recording Secretary

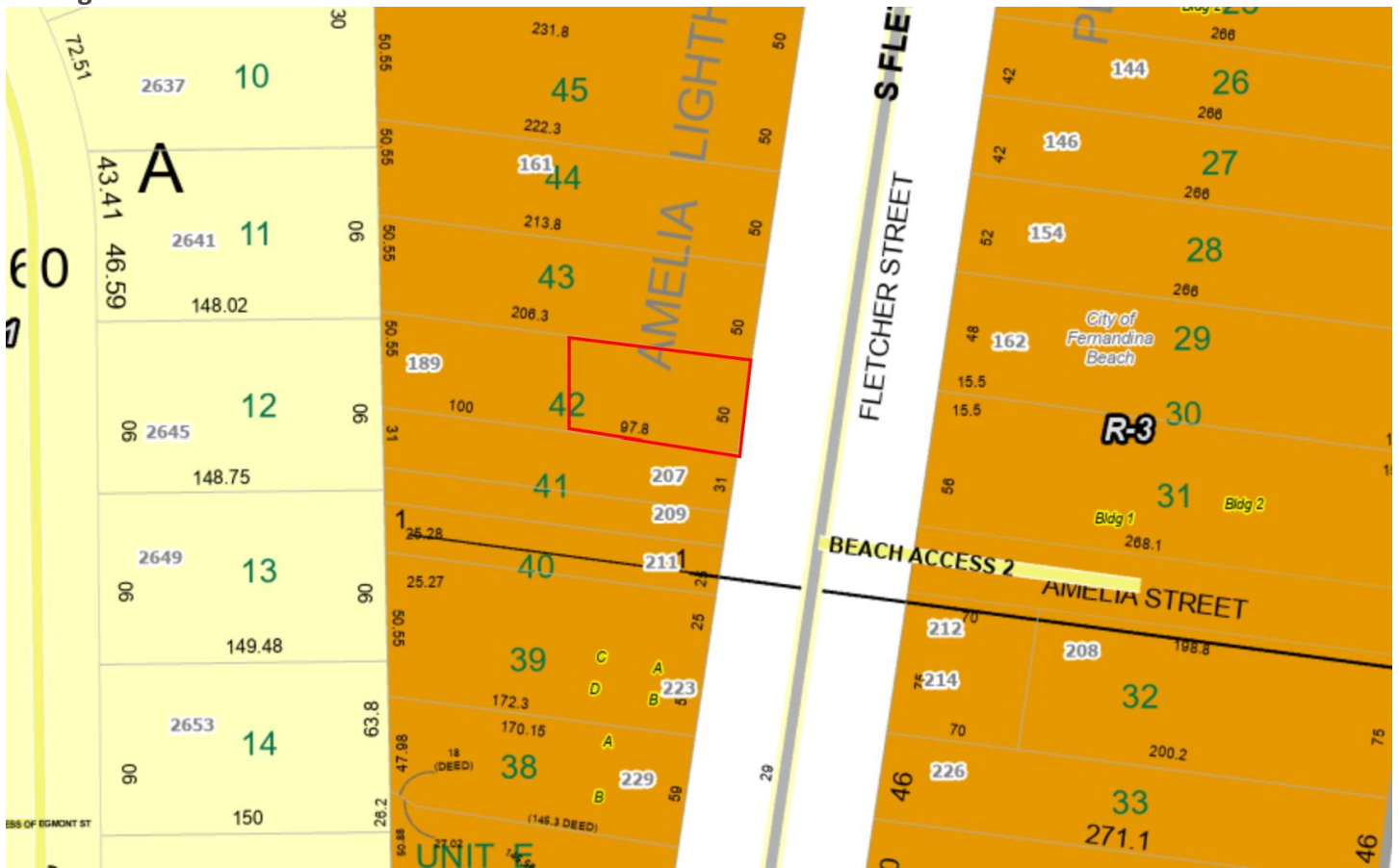
Steven Papke, Chair



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

[illegible]

Zoning:



Street View:



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is requesting a variance to permit the existing structure located at 185 S. Fletcher Avenue to be elevated approximately three feet above its current elevation without having to apply the setback requirement of LDC section Table 4.02.03(E), Standards for Building Heights and Setbacks. The structure, originally constructed prior to 1900 and historically identified as the Waycross Train Station, was relocated to its present site in 1900. The proposed elevation is necessary to facilitate reconstruction of the existing foundation, which is no longer structurally sound and does not meet current applicable building and life-safety requirements.

The existing structure is currently nonconforming with respect to the required northern setback. The north wall has been located 0.4 feet from the side property line for approximately 126 years, a condition that has existed since the structure was relocated to the property in 1900 and therefore substantially predates establishment of zoning within the City and the current zoning and setback regulations for lots located within the R-3 zoning district. The existing condition is consequently a longstanding historic nonconformity rather than a condition created by the current property owner.

Relocation of the structure to the south is not a feasible means of eliminating the existing setback nonconformity. The southern portion of the property is constrained by a recorded ingress and egress easement serving adjoining properties. This easement effectively prevents the structure from being shifted southward without adversely affecting established access rights. Accordingly, the existing setback condition cannot reasonably be cured through relocation of the structure on the site.

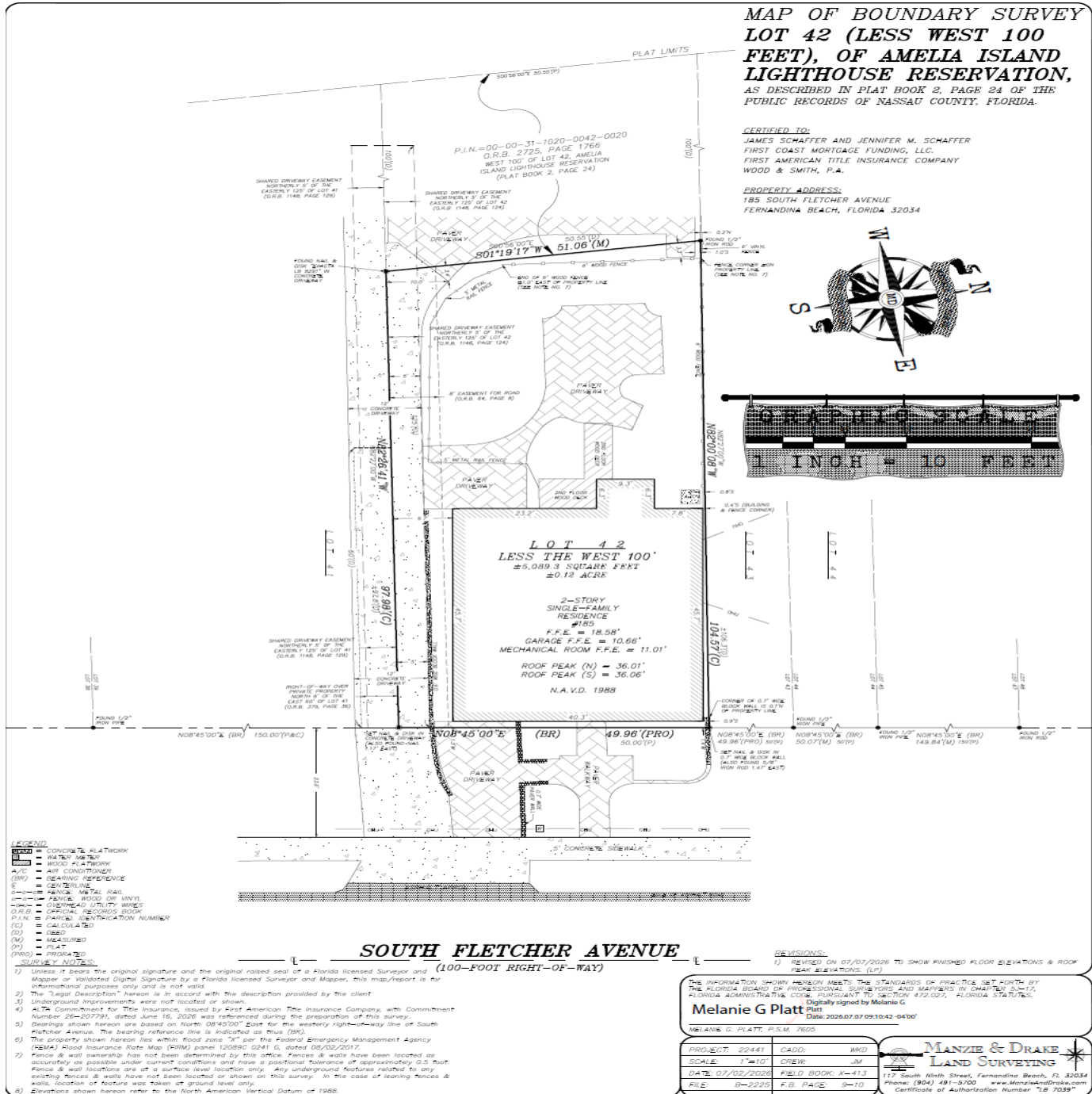
The requested variance is based upon a site-specific hardship associated with the existing structural conditions and physical constraints of the property. The existing foundation is structurally deficient and requires replacement. Reconstruction of a code-compliant foundation cannot reasonably be accomplished without temporarily raising the structure. The existing foundation condition also results in an unusable area at the main level and presents ongoing structural and life-safety concerns.

The requested variance would facilitate the preservation and continued use of one of the oldest structures on Fletcher Avenue while allowing necessary structural and flood-resilience improvements to be undertaken. Denial of the request would significantly limit the applicant's ability to address the existing foundation deficiencies and could contribute to continued deterioration of the historic structure, potentially jeopardizing its long-term preservation.

The proposed elevation is not anticipated to result in substantial detriment or injury to surrounding properties. Rather, the improvement is intended to address existing structural deficiencies, enhance life safety, improve the property's resilience to flood-related impacts, and preserve the historic character of the structure. Elevated construction is also consistent with the existing development pattern along Fletcher Avenue.

Finally, the proposed improvement is consistent with the City's Comprehensive Plan objectives concerning resiliency and the protection of the City's historic resources. Elevating the structure will allow necessary structural improvements while maintaining the historic building fabric and advancing flood-resilience objectives applicable to coastal properties.

Survey of existing:



APPLICABLE POLICY GUIDANCE:

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE:

Staff's review of this application finds it is not subject to any of the twelve limitations of Section 10.02.01 and can therefore be considered by the Board of Adjustment. The following analysis of the six criteria for granting a variance is reviewed for compliance with the Land Development Code.

CITY OF FERNANDINA BEACH COMPREHENSIVE PLAN:

The following Comprehensive Plan Goals, Objectives, and Policies are applicable in this case:

- Policy 1.02.07 - The City shall implement the Fernandina Beach Comprehensive Plan in a manner that acknowledges private property rights.
- Policy 1.02.10 - The City shall protect privacy and access to light, air, and open space. The City shall consider regulations such as building placement on a site, building design, and building orientation as one means to achieve this policy.
- Objective 1.06: COMMUNITY CHARACTER: Community character is reflected in lot sizes, house sizes, site placement, height, architectural features and existing vegetation. The City shall strive to stabilize and preserve neighborhoods and establish urban design standards which protect and promote quality of life, in order to prevent teardowns, encourage re-use, infill and new development.
- Policy 1.06.08.-The City shall encourage context sensitive and reasonable home additions that allow for normal upgrades to retain vitality and discourage demolition of the existing structure. The intent of this policy is to develop regulations that discourage teardowns and provide for expansions of existing structures that are appropriate for the neighborhood.
- Objective 1.05. NONCONFORMING STRUCTURES, USES AND LOTS: To promote re-use of structures that contribute to the character, diversity and sustainability of a neighborhood and to promote economic redevelopment by regulating structures and uses that do not conform to the current Plan or Land Development Code, but were lawfully established and in compliance with all applicable ordinances and laws at the time the structure was constructed and/or the use began, the City shall permit the continuation of the structure until such time that it becomes hazardous or dangerous and shall seek to eliminate nonconforming land uses.
- Policy 1.05.03.-The City shall establish land development regulations to address the cessation, repair and maintenance, and amortization of nonconforming uses.
- Goal 9: Pursuant to Section 163.3177(6)(i), Florida Statutes the following rights will be considered in local decision making:
 1. The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.
 2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances
- Goal 11 | Historic Preservation Element: The City shall promote and ensure the preservation and protection of historic, archaeological, paleontological, and cultural resources within the City of Fernandina Beach.

ANALYSIS:

For an application for a variance to be approved or approved with conditions, the BOA shall make a positive finding regarding each of the following provisions:

Consistent with Criteria? All questions must be answered in the affirmative in order for staff to recommend approval of a variance. Negative answers must be addressed in the findings.

Criteria	Applicant Response	Staff Analysis	Meets Criteria
1. Special Conditions <i>Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district. Special conditions or circumstances do not result from actions of the applicant and are not based on a desire to reduce development costs.</i>	Special conditions and circumstances exist that are unique to this property and not applicable to other lands, structures, or buildings in the same zoning district. The structure at 185 S. Fletcher was relocated to this site in 1900, long before current zoning and setback requirements existed, resulting in the North side of the house sitting directly on the property line. The home's original foundation is now structurally unsound and does not meet current building code, requiring reconstruction. The structure cannot be shifted South to create additional setback, as that side of the property is encumbered by a longstanding ingress/egress easement relied upon by neighboring properties, so any foundation work must occur in place within the existing footprint. This reconstruction also creates the opportunity to properly finish and use the garage and under-house space- areas currently unusable due to the same foundation deficiencies. Doing so brings this space into safe, code-compliant condition without increasing the structure's nonconformity or affecting the South easement. These conditions- the historic 1900 relocation, the resulting nonconforming North setback, the unsound foundation, and the South easement- are unique to this lot, are not the result of any action by the applicant, and are not based on a desire to reduce development costs. The variance requested, including use of the garage and under-house space, simply allows the existing, decades-old footprint to be rebuilt safely and put to reasonable use decades-old footprint to be rebuilt safely and put to reasonable use.	Yes. This property is characterized by unique conditions and circumstances that set it apart from other lands, structures, or buildings within the same zoning district. The building at 185 S. Fletcher was relocated to this site in 1900, before the current zoning and setback regulations were established, resulting in the North side of the house being situated directly on the property line. The original foundation of the home is now structurally compromised and does not meet current building codes, which requires reconstruction. Moving the structure South to create additional setbacks is not a viable option, as that side of the property is encumbered by a longstanding ingress/egress easement relied upon by neighboring properties, meaning any foundation work must occur within the existing footprint.	☐ No ☒ Yes

<u>2. Special Privilege</u> <i>Granting the variance does not confer upon the applicant a special privilege that is denied by the Land Development Code to other lands, structures, or buildings in the same zoning district.</i>	Granting this variance does not confer upon us a special privilege denied to other lands, structures, or buildings in the same zoning district. We are simply asking to safely reconstruct the foundation of an existing, decades-old structure in its current location, and to make reasonable use of the garage and underhoused space already within that existing footprint. We are not requesting new construction, an expanded footprint, or any encroachment beyond what has existed on this lot since the house was relocated here in 1900. Other properties without these same constraints- a nonconforming setback from a historic relocation, a failing foundation, and an easement precluding relocation of the structure- can already achieve code compliance through ordinary construction. We are not seeking any right unavailable to a similarly situated owner; this variance simply corrects a hardship unique to our lot so we can reach the same result, a safe, code compliant home, that others in the district can already achieve without a variance. Because the relief we're requesting is narrowly tailored to remedy an existing nonconformity, not to gain any additional development right, approving it would not grant us a special privilege denied to others in the district.	<u>Yes.</u> Any property owner within the City of Fernandina Beach may petition the Board of Adjustment for a variance, provided that the request does not fall within any of the limitations established in Land Development Code Section 10.02.01. In similar cases involving requests for relief from applicable setback requirements, property owners have been directed to seek consideration of the requested relief through the Board of Adjustment.	☐ No ☒ Yes
<u>3. Literal Interpretation</u> <i>Literal interpretation of the provisions of the Land Development Code would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district.</i>	Most homeowners in this district are able to maintain, repair, and reconstruct the foundations of their homes, and to make full use of garage and under-structure space, without needing a variance. Because our home was relocated to this lot in 1900, before current setback requirements existed, strict application of today's setback standards to our North property line would effectively prevent us from repairing our failing foundation at all- a basic right of home maintenance and safety that other property owners in the district can exercise freely. Without this variance, we would be forced to leave a structurally unsound foundation unaddressed, or to significantly alter or reduce the historic footprint of the home, simply because of a nonconformity that predates current code and that we did not create. Other properties in the district,	<u>Yes.</u> A literal interpretation of the Land Development Code would result in the applicant being denied rights and development opportunities afforded to similarly situated properties within the same zoning district. Furthermore, a literal application of the standards set forth in Land Development Code Section 4.02.03 does not adequately account for the existing nonconforming structures and lot configurations surrounding the subject property, nor does it recognize the Comprehensive Plan's stated support for the adaptive reuse of existing structures.	☐ No ☒ Yes

	unencumbered by a historic relocation, a nonconforming setback, and a South-side access easement, do not face this same barrier to basic maintenance and reasonable use of their homes. Granting the variance would not give us anything beyond what other property owners already enjoy- it would simply allow us the same ability to keep our home safe, code-compliant, and functional that a literal, unyielding application of the setback requirement would otherwise deny us.		
4. Minimum Variance <i>The variance requested is the minimum variance needed that will make possible the reasonable use of the land, structure, or building.</i>	The variance requested is the minimum necessary to allow reasonable use of our land and home. We are not seeking to expand the footprint of the structure, add new square footage, or move the home closer to any property line than it already sits. We are simply asking for the ability to reconstruct the existing, failing foundation in place, along the same North setback that has existed since the home was relocated here in 1900, and to make use of the garage and under-house space already contained within that same footprint. No lesser variance would resolve the hardship: the North side of the home already sits at the property line, and the South side cannot be used to gain additional setback because of the ingress/egress easement relied upon by neighboring properties. This leaves no alternative but to rebuild within the home's existing footprint. We are not requesting relief beyond what is required to make the home safe and code-compliant, and the request is limited strictly to the existing conditions already present on the lot. Because this request is confined to preserving the home's current footprint and does not seek any additional building rights, setback reduction, or use beyond what already exists, it represents the minimum variance needed to achieve reasonable use of the property.	Yes. The variance request represents the minimum necessary to facilitate reasonable use of the garage. The applicant has no plans to expand the structure, add any new square footage, or move the home closer to any property line than its current position. This request is exclusively to rebuild the existing failing foundation, that serves as the garage, in its current location, along the same North setback that has been established since the home was relocated here in 1900, and to make use of the garage and under-house area that already exists within that footprint. A smaller variance would not resolve the hardship: the North side of the home is already at the property line, and the South side cannot be used for additional setback due to the ingress/egress easement relied upon by neighboring properties.	☐ No ☒ Yes
5. General Harmony <i>Granting the variance will be in harmony with the general intent and purpose of the Land Development</i>	Here the existing setback condition is not the result of new construction or an attempt to circumvent that purpose- it reflects the historic relocation of the home to this lot in 1900, long before current standards existed. The variance simply allows us to preserve and	Yes. Granting the requested variance is consistent with the general intent and purpose of the Land Development Code and the Comprehensive Plan. The existing setback condition is not the result of	☐ No ☒ Yes

<i>Code and Comprehensive Plan.</i>	safely rebuild within that same, long-established footprint, rather than introducing any new nonconformity. The Comprehensive Plan and Land Development Code also reflect a broader intent to preserve the character of established neighborhoods, support the maintenance and rehabilitation of existing housing stock, and protect legal easements relied upon by neighboring property owners. Granting this variance supports each of these goals: it allows a longstanding home to be brought up to current safety and building code standards, avoids disturbing the South-side easement that serves adjacent properties, and does not introduce any new impact, encroachment, or change of use inconsistent with the surrounding neighborhood. Because this variance would allow an existing, non-conforming condition to be safely remedied without expanding the structure's footprint, increasing density, or otherwise conflicting with the goals of the Code or Comprehensive Plan, granting it is fully consistent with, and in harmony with, their general intent and purpose.	recent construction or an expansion of the structure; rather, it reflects the historic relocation of the residence onto the subject lot in approximately 1900, well before the adoption of the current development standards. Approval of the variance would allow the property owner to preserve the established building footprint and safely reconstruct the garage area within that long-standing configuration. The requested relief would therefore facilitate the continued preservation and appropriate rehabilitation of an existing historic structure while maintaining the established development pattern of the surrounding neighborhood. The Comprehensive Plan and Land Development Code further demonstrate the City's broader intent to preserve the character and integrity of established neighborhoods and to encourage the maintenance, rehabilitation, and adaptive reuse of existing structures. The existing residences along Fletcher Avenue contribute to the established character of the area, and preservation of that character is consistent with the City's adopted planning objectives. Accordingly, the requested variance would further, rather than conflict with, the general intent and purpose of the Land Development Code and Comprehensive Plan.	
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6. Public Interest <i>Granting the variance is compatible with surrounding properties, will not cause injury to the area involved, or otherwise be detrimental to the public health, safety, welfare or environment.</i>	Granting this variance is compatible with surrounding properties and will not cause injury to the area, nor will it be detrimental to public health, safety, welfare, or the environment. The variance does not change the footprint or use of the home beyond what has existed on this lot since it was relocated here in 1900. No new encroachment, expansion, or change in the character of the structure is proposed, we are simply seeking to reconstruct an existing, failing foundation in place and make use of the garage and under-house space already within that footprint by raising it 3'. If anything, granting this variance improves the safety of the property and surrounding area. Reconstructing the structurally unsound foundation brings the home up to current building code, addressing a genuine safety concern rather than creating one. The South-side ingress/egress easement relied upon by neighboring properties for access is not affected in any way, so neighbors' use of that easement remains fully protected. Because the North side of the home already sits at the property line and no change to that condition is being requested, there is no new impact on the adjacent property to the North either. For these reasons, granting the variance poses no risk of injury to the surrounding area and instead supports the public health, safety, and welfare by allowing an existing, decades-old home to be made structurally sound, without any detrimental effect on neighboring properties or the environment.	Yes. Granting the variance will not infringe on public interest as granting this variance is consistent with the characteristics of the neighboring properties and will not pose any harm to the area, nor will it adversely affect public health, safety, welfare, or the environment. The variance does not change the footprint or usage of the home beyond what has existed on this lot since its relocation in 1900. There are no intentions for new encroachment, expansion, or modification of the structure's character; the goal is simply to reconstruct an existing, failing foundation in its current position and to utilize the garage and under-house space already within that footprint by elevating it by 3 feet. Approving this variance will enhance the safety of both the property and the surrounding area. Rebuilding the structurally compromised foundation will ensure the home complies with current building codes, addressing a genuine safety concern rather than creating one. The South-side ingress/egress easement, which neighboring properties rely on for access, remains unchanged, guaranteeing that neighbors' use of that easement is fully protected and that the setback complies with the increased height. The North side of the home is already at the property line and no alterations to that condition are being requested, there will be no new impact on the adjacent property to the North. For these reasons, granting the variance poses no risk of harm to the surrounding area and instead supports public health, safety, and welfare by allowing an existing, long-standing home to be made structurally sound, without any negative effects on	☐ No ☒ Yes
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		neighboring properties or the environment.	
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FINAL ANALYSIS AND RECOMMENDATION:

In conclusion, staff recommends approval of the requested variance to allow the existing structure located at 185 S. Fletcher Avenue to be elevated three feet above its current elevation without having to apply the setback requirement of LDC section Table 4.02.03(E), Standards for Building Heights and Setback requirements for lots in the R-3 zoning district.

The variance requested is consistent/inconsistent with the criteria for granting a variance as follows:

	Consistent	Inconsistent
1. Special Conditions	X	
2. Special Privilege	X	
3. Literal Interpretations	X	
4. Minimum Variance	X	
5. General Harmony	X	
6. Public Interest	X	

Staff finds that the requested action, as presented, **DOES meet** the six criteria for granting a variance, therefore staff recommends **APPROVAL**.

STAFF RECOMMENDED MOTION AND FINDINGS FOR BOARD CONSIDERATION:

I move to approve/deny BOA case number 2026-0003;

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

That BOA case 2026-0003 as presented, does/does not adequately demonstrate that the request is compliant with the Comprehensive Plan and Land Development Code to warrant approval at this time;

AND that BOA case number 2026-0003 does/does not meet the following criteria for granting a variance:

1. Special conditions do/do not exist that are peculiar to the land.
2. The granting the variance would not/would confer a special privilege to the applicant as the LDC allows for any property owner to apply for a variance.
3. A literal interpretation of the code would/would not deprive the applicant of the right to the reasonable use of their property, a right commonly enjoyed by others. Reasonable use of the property is limited in terms of privacy and safety.
4. The variance requested is/is not a minimum variance needed to make possible reasonable use of the land.
5. The granting of the variance would/would not be in harmony with the general intent of the Comprehensive Plan or the Land Development Code.
6. The variance would/would not be compatible with surrounding properties.

LIST OF EXHIBITS:

EXHIBIT 1	BOA2026-0003 Variance Application
EXHIBIT 2	185 South Fletcher Avenue Survey
EXHIBIT 3	Photos of the Property
EXHIBIT 4	Inspection Report
EXHIBIT 5	Property Card
EXHIBIT 6	Photo of Old Railroad Station in the pioneer days of Waycross
EXHIBIT 7	Official Record 8ft Easement 064-Page 8

From: noreply@civicplus.com
To: [Planning Info](#)
Subject: Online Form Submittal: Board of Adjustment (BOA)
Date: Monday, July 6, 2026 7:00:28 PM

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.

Board of Adjustment (BOA)

BOARD OF ADJUSTMENT (BOA)

USE THIS FORM TO Apply for a variance to obtain relief from the design standards of this Land Development Code (LDC) where otherwise hardship would occur. A person who is adversely affected by any administrative decision may appeal such decision to the BOA.

Fees	Residential Properties \$1,500
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IMPORTANT NOTES

Application Requirements	A complete application filed at least forty-five (42) days before the date of the Board of Adjustment's public hearing;; A current signed, sealed, scaled survey of the property (no older than two years from date of application);, A detailed letter stating the reasons for the request;; Materials as needed to illustrate the nature of the request, including but not limited to, site plans, architectural drawings, photographs, etc. (Site plans must be dimensioned and to scale).
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Pre-Application Meeting

To guide you through the process and ensure that your application is understood and properly processed, you must meet with the applicable planner prior to submitting your application. Completed Board applications are **due forty-two (42) days prior** to the meeting date. Cases in the historic districts or Community Redevelopment Area are heard by the Historic District Council, please use the HDC Variance Application. Cases in all other areas of the City are heard by the Board of Adjustment.

Please see the Land Development Code (LDC) for detailed information:	<i>Field not completed.</i>
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The LDC is available for review at	www.fbfi.us/LDC
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Appeals

Any person aggrieved by any decision of the BOA regarding a variance may present to a court of record a petition, duly verified, setting forth that the decision is illegal, in whole or in part, specifying the grounds of the illegality. The petition shall be presented to the court within thirty (30) days after the filing of the decision at the office of the Board; otherwise, the decision of the Board shall be final.

Limitations on the Grant of a Variance	Field not completed.
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REVIEW TYPE	Variance
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Have you met with a planner for a pre-application meeting?	Yes
--	-----

What was the date of your pre-application meeting?	7/6/2026
--	----------

PROPERTY INFORMATION	Property information can be found at the Nassau County Property Appraiser's Website → Map Search
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Site Address	185 S Fletcher Ave
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City	Fernandina Beach
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State	FL
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Zip	32034
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Parcel ID #(s)	00-00-31-1020-0042-0010
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Zoning District	R-3
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Future Land Use Designation	High Density Residential
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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	James and Jenny
------------	-----------------

Last Name	Schaffer
-----------	----------

Company (if	Field not completed.
-------------	----------------------

applicable)

Mailing Address	PO Box 16914
City	Fernandina Beach
State	FL
Zip	32035

OWNER'S AGENT / APPLICANT

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

First Name	Field not completed.
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Last Name	Field not completed.
-----------	----------------------

Company (if applicable)	Field not completed.
-------------------------	----------------------

Mailing Address	Field not completed.
-----------------	----------------------

City	Field not completed.
------	----------------------

State	Field not completed.
-------	----------------------

Zip	Field not completed.
-----	----------------------

Telephone Number	Field not completed.
------------------	----------------------

E-mail Address	Field not completed.
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PROJECT INFORMATION

Variance Requested from LDC Section(s)	4.02.03
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Summary of Request (more detailed information to be provided in required letter of intent)	We are requesting a variance to raise the existing 1900-built structure, originally the pre-1900 Waycross Train Station moved to this location in 1900, at 185 S. Fletcher by 3 feet in order to reconstruct the foundation, which is no longer structurally sound or up to current code. The home does not currently meet setback requirements, as the North wall has sat on the property line for 126 years, a condition that has existed since the house was
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relocated to this site in 1900, long predating current zoning. The South side of the property is locked by a recorded ingress/egress easement used by neighboring properties, preventing any southward shift of the structure, so this nonconformity cannot be cured by moving the house.

This is a hardship, not a self-created condition: the foundation is structurally unsound and creates an unusable space on the main level and cannot be rebuilt to code without lifting the house, and denial would mean continued deterioration and likely loss of the oldest house on Fletcher. Granting this variance will cause no injury to neighbors, it preserves a historic landmark, improves life safety, and is consistent with elevated construction along Fletcher. It is also consistent with the Comprehensive Plan, as elevating a coastal structure advances the city's flood-resilience goals while preserving historic fabric.

REQUIRED FINDINGS FOR A GRANT OF A VARIANCE

In order for an application for a variance to be approved or approved with conditions, the BOA must make a positive finding with regard to each of the provisions below. The applicant has the burden of proof of demonstrating that the application for a variance complies with each of the requirements. Please explain in detail how your case meets the following requirements:

1. Special Conditions: Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district. Special conditions or circumstances do not result from actions of the applicant and are not based on a desire to reduce development costs.

Special conditions and circumstances exist that are unique to this property and not applicable to other lands, structures, or buildings in the same zoning district. The structure at 185 S. Fletcher was relocated to this site in 1900, long before current zoning and setback requirements existed, resulting in the North side of the house sitting directly on the property line. The home's original foundation is now structurally unsound and does not meet current building code, requiring reconstruction. The structure cannot be shifted South to create additional setback, as that side of the property is encumbered by a longstanding ingress/egress easement relied upon by neighboring properties, so any foundation work must occur in place within the existing footprint.

This reconstruction also creates the opportunity to properly finish and use the garage and under-house space- areas currently unusable due to the same foundation deficiencies. Doing so brings this space into safe, code-compliant condition without increasing the structure's nonconformity or affecting the South easement.

These conditions- the historic 1900 relocation, the resulting non-conforming North setback, the unsound foundation, and the South easement- are unique to this lot, are not the result of any action by the applicant, and are not based on a desire to reduce development costs. The variance requested, including use of the garage and under-house space, simply allows the existing,

decades-old footprint to be rebuilt safely and put to reasonable use.

2. Special Privilege:
Granting the variance does not confer upon the applicant a special privilege that is denied by the Land Development Code to other lands, structures, or buildings in the same zoning district.

Granting this variance does not confer upon us a special privilege denied to other lands, structures, or buildings in the same zoning district. We are simply asking to safely reconstruct the foundation of an existing, decades-old structure in its current location, and to make reasonable use of the garage and under-house space already within that existing footprint. We are not requesting new construction, an expanded footprint, or any encroachment beyond what has existed on this lot since the house was relocated here in 1900.

Other properties without these same constraints- a nonconforming setback from a historic relocation, a failing foundation, and an easement precluding relocation of the structure- can already achieve code compliance through ordinary construction. We are not seeking any right unavailable to a similarly situated owner; this variance simply corrects a hardship unique to our lot so we can reach the same result, a safe, code-compliant home, that others in the district can already achieve without a variance.

Because the relief we're requesting is narrowly tailored to remedy an existing nonconformity, not to gain any additional development right, approving it would not grant us a special privilege denied to others in the district.

3. Literal Interpretation:
Literal interpretation of the provisions of the Land Development Code would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district.

Most homeowners in this district are able to maintain, repair, and reconstruct the foundations of their homes, and to make full use of garage and under-structure space, without needing a variance. Because our home was relocated to this lot in 1900, before current setback requirements existed, strict application of today's setback standards to our North property line would effectively prevent us from repairing our failing foundation at all- a basic right of home maintenance and safety that other property owners in the district can exercise freely.

Without this variance, we would be forced to leave a structurally unsound foundation unaddressed, or to significantly alter or reduce the historic footprint of the home, simply because of a nonconformity that predates current code and that we did not create. Other properties in the district, unencumbered by a historic relocation, a nonconforming setback, and a South-side access easement, do not face this same barrier to basic maintenance and reasonable use of their homes.

Granting the variance would not give us anything beyond what other property owners already enjoy- it would simply allow us the same ability to keep our home safe, code-compliant, and functional that a literal, unyielding application of the setback requirement would otherwise deny us.

4. Minimum Variance:
The variance requested is the minimum variance needed that will make possible the reasonable use of the land, structure, or building.

The variance requested is the minimum necessary to allow reasonable use of our land and home. We are not seeking to expand the footprint of the structure, add new square footage, or move the home closer to any property line than it already sits. We are simply asking for the ability to reconstruct the existing, failing foundation in place, along the same North setback that has existed since the home was relocated here in 1900, and to make use of the garage and under-house space already contained within that same footprint.

No lesser variance would resolve the hardship: the North side of the home already sits at the property line, and the South side cannot be used to gain additional setback because of the ingress/egress easement relied upon by neighboring properties. This leaves no alternative but to rebuild within the home's existing footprint. We are not requesting relief beyond what is required to make the home safe and code-compliant, and the request is limited strictly to the existing conditions already present on the lot.

Because this request is confined to preserving the home's current footprint and does not seek any additional building rights, setback reduction, or use beyond what already exists, it represents the minimum variance needed to achieve reasonable use of the property.

5. General Harmony:
Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and Comprehensive Plan.

Here, the existing setback condition is not the result of new construction or an attempt to circumvent that purpose- it reflects the historic relocation of the home to this lot in 1900, long before current standards existed. The variance simply allows us to preserve and safely rebuild within that same, long-established footprint, rather than introducing any new nonconformity.

The Comprehensive Plan and Land Development Code also reflect a broader intent to preserve the character of established neighborhoods, support the maintenance and rehabilitation of existing housing stock, and protect legal easements relied upon by neighboring property owners. Granting this variance supports each of these goals: it allows a longstanding home to be brought up to current safety and building code standards, avoids disturbing the South-side easement that serves adjacent properties, and does not introduce any new impact, encroachment, or change of use inconsistent with the surrounding neighborhood.

Because this variance would allow an existing, non-conforming condition to be safely remedied without expanding the structure's footprint, increasing density, or otherwise conflicting with the goals of the Code or Comprehensive Plan, granting it is fully consistent with, and in harmony with, their general intent and purpose.

6. Public Interest:
Granting the variance is compatible with surrounding properties, will not cause injury to the area involved, or otherwise be detrimental to the public health, safety, welfare or environment.

Granting this variance is compatible with surrounding properties and will not cause injury to the area, nor will it be detrimental to public health, safety, welfare, or the environment. The variance does not change the footprint or use of the home beyond what has existed on this lot since it was relocated here in 1900. No new encroachment, expansion, or change in the character of the structure is proposed, we are simply seeking to reconstruct an existing, failing foundation in place and make use of the garage and under-house space already within that footprint by raising it 3'.

If anything, granting this variance improves the safety of the property and surrounding area. Reconstructing the structurally unsound foundation brings the home up to current building code, addressing a genuine safety concern rather than creating one. The South-side ingress/egress easement relied upon by neighboring properties for access is not affected in any way, so neighbors' use of that easement remains fully protected. Because the North side of the home already sits at the property line and no change to that condition is being requested, there is no new impact on the adjacent property to the North either.

For these reasons, granting the variance poses no risk of injury to the surrounding area and instead supports the public health, safety, and welfare by allowing an existing, decades-old home to be made structurally sound, without any detrimental effect on neighboring properties or the environment.

Upload Supplemental Materials

[22441 DS.pdf](#)

Upload 2

[185 S Fletcher Inspection report \(version 1\)-41-43.pdf](#)

Upload 3

[Two_Page_Photo_Collage.pdf](#)

Upload 4

[IE OLD RAILROAD STATION IN THE PIONEER DAYS OF WAYCROSS.jpeg.pdf](#)

Upload 5

Field not completed.

Upload 6

Field not completed.

Upload 7

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., 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.

I/We understand that the City Staff will install a Notice of Hearing sign on the property 14 days before the scheduled hearing 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's First Name Jenny

Applicant's Last Name Schaffer

Today's Date 7/6/2026

DEPARTMENT OF PLANNING & CONSERVATION
204 Ash Street | *Fernandina Beach, Florida 32034* | 904 310-3480 |
www.fbfl.us/planning

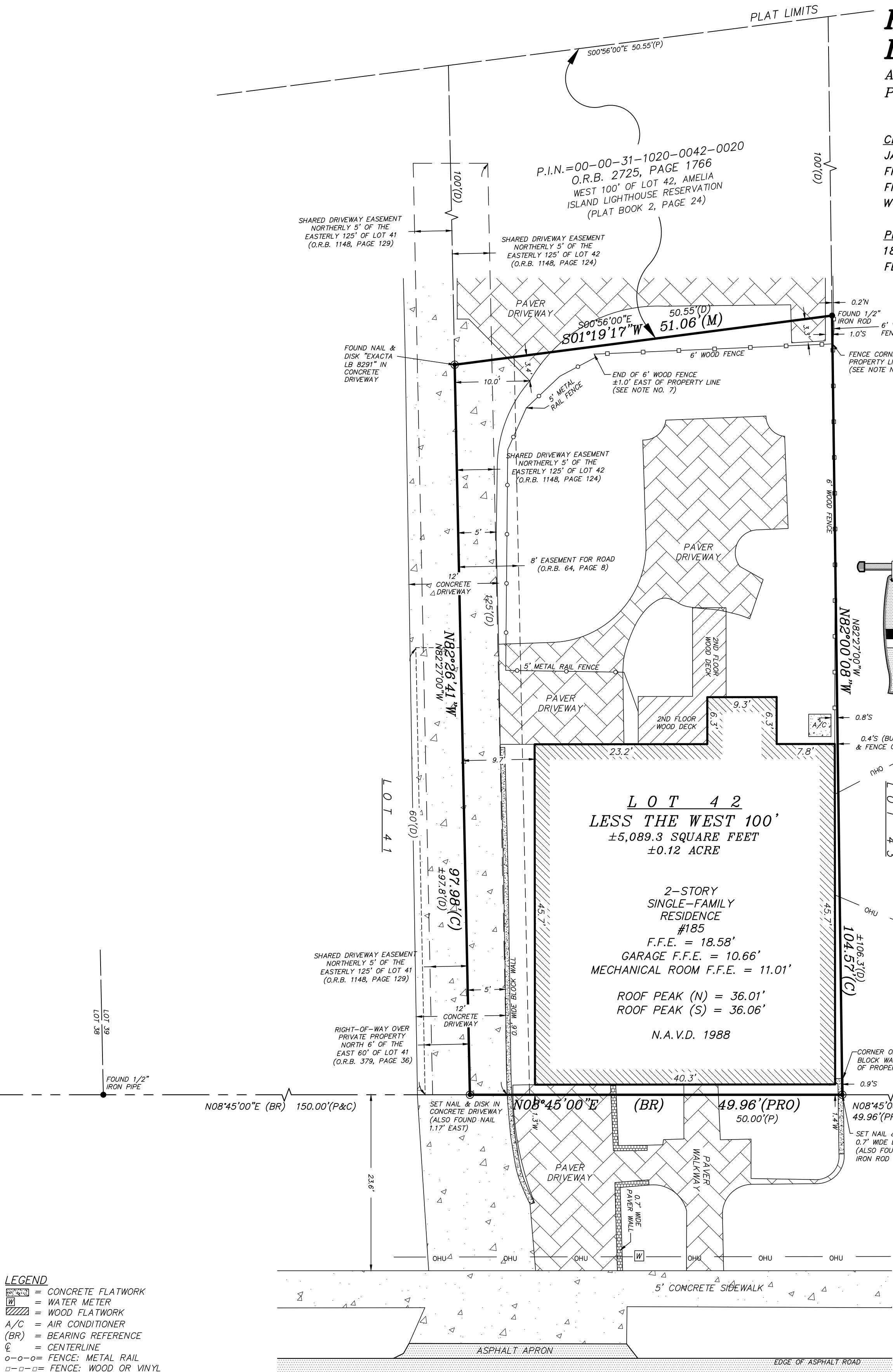
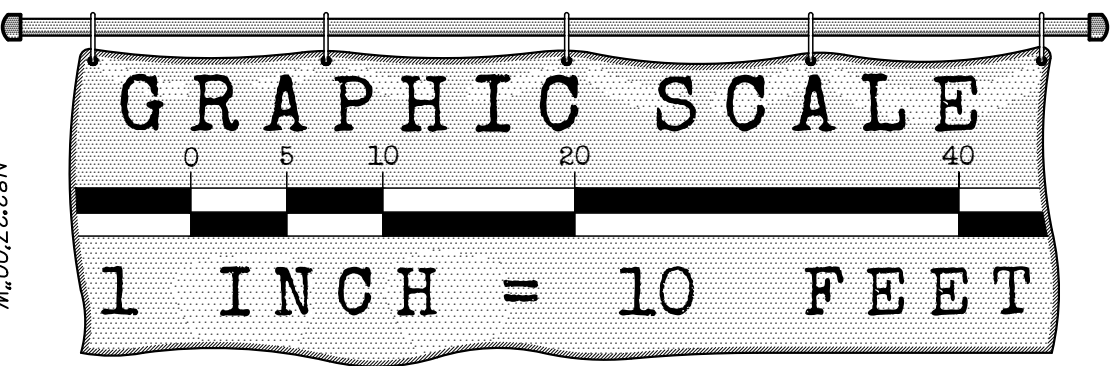
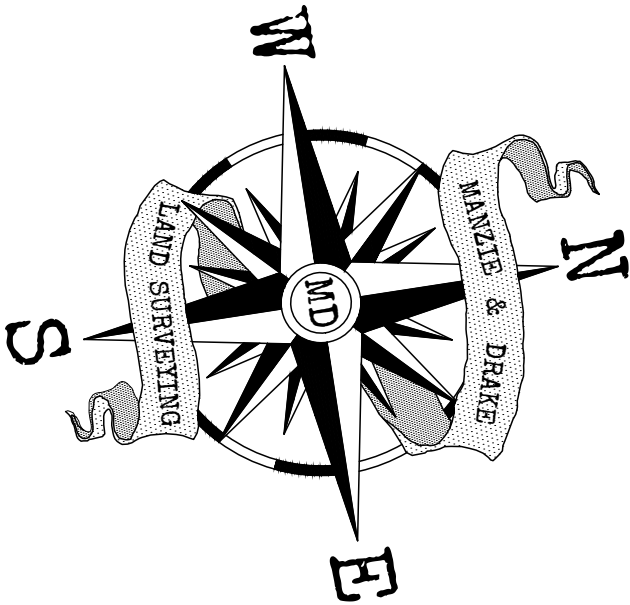
Please make sure to disable pop-up blocker in order to submit.

Email not displaying correctly? [View it in your browser.](#)

MAP OF BOUNDARY SURVEY
LOT 42 (LESS WEST 100
FEET), OF AMELIA ISLAND
LIGHTHOUSE RESERVATION,
AS DESCRIBED IN PLAT BOOK 2, PAGE 24 OF THE
PUBLIC RECORDS OF NASSAU COUNTY, FLORIDA.

CERTIFIED TO:
JAMES SCHAFER AND JENNIFER M. SCHAFER
FIRST COAST MORTGAGE FUNDING, LLC.
FIRST AMERICAN TITLE INSURANCE COMPANY
WOOD & SMITH, P.A.

PROPERTY ADDRESS:
185 SOUTH FLETCHER AVENUE
FERNANDINA BEACH, FLORIDA 32034



LEGEND

- CONCRETE FLATWORK
- WATER METER
- WOOD FLATWORK
- A/C = AIR CONDITIONER
- (BR) = BEARING REFERENCE
- CL = CENTERLINE
- o-o-o = FENCE: METAL RAIL
- o-o-o = FENCE: WOOD OR VINYL
- OHU- = OVERHEAD UTILITY WIRES
- O.R.B. = OFFICIAL RECORDS BOOK
- P.I.N. = PARCEL IDENTIFICATION NUMBER
- (C) = CALCULATED
- (D) = DEED
- (M) = MEASURED
- (P) = PLAT
- (PRO) = PRORATED

SURVEY NOTES:

- 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.
- The "Legal Description" hereon is in accord with the description provided by the client
- Underground Improvements were not located or shown.
- ALTA Commitment for Title Insurance, issued by First American Title Insurance Company, with Commitment Number 26-207791, dated June 16, 2026 was referenced during the preparation of this survey..
- Bearings shown hereon are based on North 08°45'00" East for the westerly right-of-way line of South Fletcher Avenue. The bearing reference line is indicated as thus (BR).
- The property shown hereon lies within flood zone "X" per the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) panel 12089C 0241 G, dated 08/02/2017.
- 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.
- Elevations shown hereon refer to the North American Vertical Datum of 1988.

SOUTH FLETCHER AVENUE

(100-FOOT RIGHT-OF-WAY)

REVISIONS:

- REVISED ON 07/07/2026 TO SHOW FINISHED FLOOR ELEVATIONS & ROOF PEAK ELEVATIONS. (LP)

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

Digitally signed by Melanie G

Date: 2026.07.07 09:10:42 -04'00'

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

PROJECT: 22441
SCALE: 1"=10'
DATE: 07/02/2026
FILE: B-2225

CADD: WKD
CREW: JM
FIELD BOOK: X-413
F.B. PAGE: 9-10

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"







KEVIN J. LILLY, A.S.A., C.F.A.
Nassau County Property Appraiser
Consistent, Fair, Efficient

Parcel 00-00-31-1020-0042-0010

<https://search.ncpafl.com/parcel/31%200%20000102000420010>

185 S FLETCHER AVE

Owners

BARBEE WILLIAM RAY JR
185 S FLETCHER AV
FERNANDINA BEACH, FL 32034

Short Legal

LOT 42 (LESS W 100 FT)
IN OR 1154/616 & OR 1566/1803
EX ESMT PT OR 1148/124...

Parcel Summary

Situs Address	185 S FLETCHER AVE
Use Code	0100: SINGLE FAMILY
Tax District	2: Fernandina
Acreage	0.000
Section	12
Township	3N
Range	29
Subdivision	AMELIA LIGHTHOUSE RESERVATION PBK2-24
Exemptions	HX: Homestead (196.031(1)(a)) (100%) HB: Homestead Banded (196.031(1)(ab)) (100%)

Values

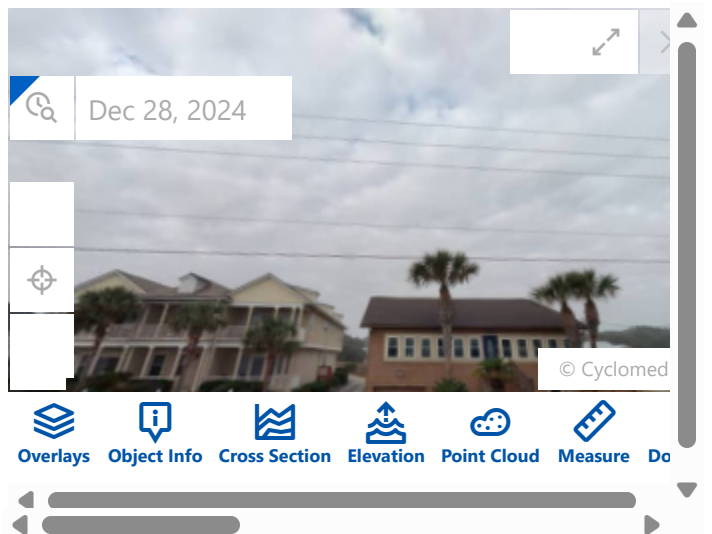
	2024 Certified Values	2025 Certified Values
Land Value *	\$240,000	\$375,000
(+) Improved Value	\$299,206	\$313,024
(=) Market Value	\$539,206	\$688,024
(-) Agricultural Classification	\$0	\$0
(-) SOH or Non-Hx* Capped Savings **	\$284,638	\$426,074
(=) School Assessed Value	\$254,568	\$261,950
County Assessed Value	\$254,568	\$261,950
(-) School Exemptions	\$25,000	\$25,000
(-) Non-school Exemptions	\$50,000	\$50,722
(=) School Taxable Value ***	\$229,568	\$236,950
(=) County Taxable Value	\$204,568	\$211,228

Sales Information

Sale Date	Book Page	Price	Instr	Qual	Imp	Grantor	Grantee
2008-05-16	1566/1803	\$100	PR	Q	I	BARBEE WILLIAM JR (EXECUTOR)	BARBEE WILLIAM RAY JR
2001-10-26	1016/0135	\$100	WD	Q	I	BARBEE LUCILLE BURBANK	BARBEE LUCILLE BURBANK & WILLIAM RAY SR
1982-07-26	0365/0347	\$100	WD	U	I	BURBANK EFFIE PETERSON	BARBEE LUCILLE BURBANK

Buildings

Type	Total Area	Heated Area	Bedrooms	Baths	Primary Exterior	Secondary Exterior	Heating	Cooling	Actual Year Built
SNGL FAM RESIDENTIAL	3975	1574	3.00	2.00	ASB SHNGLE	REINF CONC	AIR DUCTED	CENTRAL	1900





THE OLD RAILROAD STATION IN THE PIONEER DAYS OF WAYCROSS

REC'D MAR 18 1966

REC'D MAR 3 1966

OFFICIAL RECORDS

BOOK 63 PAGE 399

EASEMENT

OFFICIAL RECORDS BOOK 61 PAGE

8

This Indenture made this 3rd. day of March , 1966, between W. H. BURBANK and EFFIE P. BURBANK, his wife, both of the City of Fernandina Beach, Nassau County, Florida, parties of the first part, hereinafter referred to as the Grantors, and WILLIAM H. BURBANK, Jr. and JANE L. BURBANK, his wife, both of the City of Fernandina Beach, Nassau County, Florida, parties of the second part, hereinafter referred to as the Grantees.

Whereas, the Grantors are the owners in fee simple of the following described lands located in the City of Fernandina Beach, Nassau County, Florida, and more particularly described as follows, viz:

All that certain lot, piece or parcel of land situate, lying and being in Section 12, Township 3 North, Range 29 East, City of Fernandina Beach, Nassau County, Florida, and being further known and described as all of Lot 42 of the SUPPLEMENTAL PLAT OF AMELIA ISLAND LIGHTHOUSE RESERVATION as recorded in Plat Book 2, page 24 of the public records of Nassau County, Florida, less the Westerly 100 feet of said Lot 42,

and

Whereas, the Grantees are the owners in fee simple of another or adjoining parcel of land, located in the City of Fernandina Beach, Nassau County, Florida, and more particularly described as follows, viz:

All that certain lot, piece or parcel of land situate, lying and being in Section 12, Township 3 North, Range 29 East, City of Fernandina Beach, Nassau County, Florida, and being further known and described as the Westerly 100 feet of Lot 42 of the SUPPLEMENTAL PLAT OF AMELIA ISLAND LIGHTHOUSE RESERVATION as recorded in Plat Book 2, page 24 of the public records of Nassau County, Florida,

and

Whereas, the Grantees are desirous of obtaining an easement from the said Grantors, and

Whereas, the Grantors have agreed, in consideration of the sum of One Dollar (\$1.00) and other good and valuable considerations to them in hand paid, the receipt whereof is hereby acknowledged, to grant to the Grantee an easement across the lands of the Grantors covering the lands for said easement as is hereinafter described.

OFFICIAL RECORDS

BOOK 68 PAGE 400

OFFICIAL RECORDS

BOOK 64 PAGE 9

Now this indenture witnesseth that in consideration of said sum of One Dollar (\$1.00) and other good and valuable considerations paid by the Grantees to the Grantors, the Grantors hereby grant unto the Grantees, their heirs and assigns, full and free right and authority of full and complete ingress and egress across the following described lands of the Grantors, viz:

All that certain piece or parcel of land situate, lying and being in Section 12, Township 3 North, Range 29 East, City of Fernandina Beach, Nassau County, Florida, and being further known and described as the southerly 8 feet of Lot 42 of the SUPPLEMENTAL PLAT OF AMELIA ISLAND LIGHTHOUSE RESERVATION as recorded in Plat Book 2, page 24 of the public records of said Nassau County that lies easterly of the westerly 100 feet of said Lot 42, and is for right of egress and ingress to said westerly 100 feet of said Lot 42.

Copy of survey of the 8 foot easement hereinabove referred to is herewith attached and marked Exhibit "A" and by this reference is specifically made a part of this easement.

The easement hereby granted shall be transferable or assignable by the Grantee at its option, and such Assignee shall be vested with the same rights and privileges as the Grantee herein. It is expressly provided that this easement shall extend in perpetuity from the date hereof. And to have and to hold said perpetual easement together with the hereditaments and appurtenances, thereunto belonging, unto the said Grantees and their heirs and assigns in fee simple forever.

It is specifically and mutually agreed and understood by and between the parties hereto that this easement shall not be extinguished so long as the Fernandina Federal Savings and Loan Association, a corporation organized and existing under the laws of the United States of America and having its principal place of business in the City of Fernandina Beach, Nassau County, Florida, its successors and assigns, shall have any interest, title, equity, mortgage or right in and to any of the parcels of land now owned, or that may hereafter be owned, by either the Grantors or Grantees, which shall include all of the lands described in this instrument.

THIS INSTRUMENT is being re-recorded for the sole purpose of correcting an error made by the Surveyor as to the Plat Book and Page Number and also the Lot Number on the second page hereof in the foregoing instrument, between the parties hereto, and also attaching a corrected survey of the Surveyor, and this instrument is in lieu of said instrument herein which was executed in error.

In Witness whereof, the Grantors have hereunto set their hands
and seals the day and year first above written.

W. H. Burbank (SEAL)

Effie P. Burbank (SEAL)

Signed, sealed and delivered
in the presence of us:

Robert B. Fisher

Mary B. Futch

STATE OF FLORIDA,)
: ss
COUNTY OF NASSAU.)

Before me, a Notary Public in and for the State and County afore-
said, on this day personally appeared W. H. BURBANK and EFFIE P.
BURBANK, his wife, to me well known and known to me to be the persons
described in and who executed the foregoing instrument, and they acknowl-
edged to and before me that they executed the same for the uses and purposes
therein set forth.

WITNESS my hand and official seal at the City of Fernandina Beach,
State and County aforesaid, this 3rd. day of March , 1966.

Mary B. Futch
Notary Public, State of Florida at Large;
My Commission Expires: January 24, 1969.



SURVEY FOR MR. W.H. BURBANK, JR.

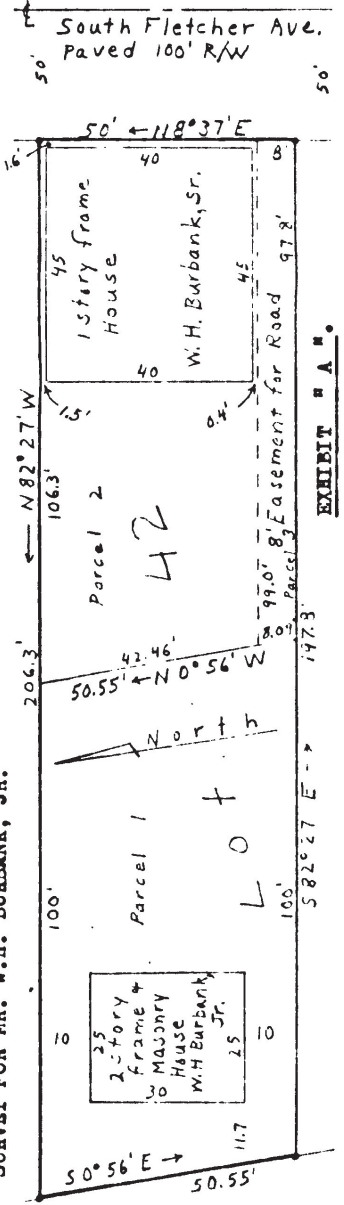


EXHIBIT "A"

Legal description for Parcel 1. All that certain lot, piece or parcel of land situate, lying and being in Section 12, Township 3 North, Range 29 East, City of Fernandina Beach, Nassau County, Florida, and being further known and described as all of Lot 42 of the SUPPLEMENTAL PLAT OF AMELIA ISLAND LIGHTHOUSE RESERVATION as recorded in Plat Book 2, page 24 of the public records of Nassau County, Florida.

Legal description for Parcel 2. All that certain lot, piece or parcel of land situate, lying and being in Section 12, Township 3 North, Range 29 East, City of Fernandina Beach, Nassau County, Florida, and being further known and described as all of Lot 42 of the SUPPLEMENTAL PLAT OF AMELIA ISLAND LIGHTHOUSE RESERVATION as recorded in Plat Book 2, page 24 of the public records of Nassau County, Florida, less the westerly 100 feet of said Lot 42 and less the southerly 8 feet lying easterly of said westerly 100 feet, said southerly 8 feet to be used for road purposes for right of egress and ingress to the said westerly 100 feet.

Legal description for parcel 3. All that certain piece or parcel of land situate, lying and being in Section 12, Township 3 North, Range 29 East, City of Fernandina Beach, Nassau County, Florida, and being further known and described as the southerly 8 feet of Lot 42 of the SUPPLEMENTAL PLAT OF AMELIA ISLAND LIGHTHOUSE RESERVATION as recorded in Plat Book 2, page 24 of the public records of said Nassau County that lies easterly of the westerly 100 feet of said Lot 42, & is for right of egress & ingress to said westerly 100 feet of Lot 42. Improvements are shown on plat of survey above and Irons are set as indicated. I hereby certify that the survey represented hereon meets the minimum requirements of the FSPLS and the FLTA.

SCALE: 1 inch = 25 feet.

George W. Lovesee, Registered Surveyor No. 627, Fernandina Beach, Florida.

CORRECTED SURVEY.

83620
FILED AND RECORDED
IN OFFICE
1956 MAR 18 PM 12:30
D.O. O'LEARY
CLERK CIRCUIT COURT
NASSAU COUNTY, FLA.

PREPARED BY & RETURN TO:

Wood & Smith, P.A.
Attn: Nick F. Smith, Esq.
303 Centre Street
Suite 100
Fernandina Beach, FL 32034
File No. 26-207791

Parcel No.: 00-00-31-1020-0042-0010

This **WARRANTY DEED**, made the **13th day of July, 2026**, by **William Ray Barbee, Jr., a married man** (whether one or more, the "Grantor"), to **James E. Schaffer and Jennifer M. Schaffer, husband and wife**, whose post office address is PO Box 16914, Fernandina Beach, FL 32035 (whether one or more, the "Grantee"):

WITNESSETH: That the Grantor, for and in consideration of the sum of Ten Dollars (\$10.00) and other valuable consideration, receipt whereof is hereby acknowledged, does hereby grant, bargain, sell, alien, remise, release, convey and confirm unto the Grantee all that certain land situate in County of Nassau, State of Florida, viz:

Lot 42 (less West 100 feet), of AMELIA ISLAND LIGHTHOUSE RESERVATION, as described in Plat Book 2, Page 24 of the Public Records of Nassau County, Florida.

The land described herein is not the homestead of the Grantor, and neither the Grantor nor any spouse of the Grantor, nor anyone for whose support the Grantor is responsible, resides on or adjacent to said land.

TOGETHER WITH all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

SUBJECT TO TAXES FOR THE YEAR 2026 AND SUBSEQUENT YEARS, RESTRICTIONS, RESERVATIONS, COVENANTS AND EASEMENTS OF RECORD, IF ANY.

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

And the Grantor hereby covenants with the 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 and that the Grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever. Grantor further warrants that said land is free of all encumbrances, except as noted herein and except taxes accruing subsequent to December 31, 2025.

IN WITNESS WHEREOF, the said Grantor has caused these presents to be executed in its name, as of the day and year first above written.

Signed, sealed and delivered in the presence of:

[Signature]
Witness #1 Signature
Print Name: Joseph Shockman

William Ray Barbee Jr.
William Ray Barbee, Jr.

Witness #1 Address:
481 Herbert St
Ashland, OR, 97520

Address:
239 East Hersey Street
Ashland, OR 97520

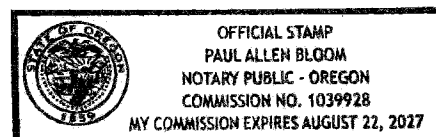
[Signature]
Witness #2 Signature
Print Name: Lauren Malone

Witness #2 Address:
481 Herbert St.
Ashland, OR 97520

STATE OF Oregon
COUNTY OF Jackson

The foregoing instrument was acknowledged before me by means of (☒) physical presence or (☐) online notarization, this 10th day of July, 2026, by William Ray Barbee, Jr., (☐) who is/are personally known to me or (☒) who has/have produced Florida Drivers License as identification.

[Signature]
Signature of Notary Public
Paul Allen Bloom
Print, Type/Stamp Name of Notary



Rec'd 4.00
Dec 70
H 70

INSTR # 200322563
OR BK 01148 PGS 0124-0128
RECORDED 06/24/2003 12:54:47 PM
M. OXLEY JR
CLERK OF CIRCUIT COURT
JESSIE B. BRYAN, CLERK
DOC TAX PD (F.S. 201.02) 0.70
RECORDING FEES 20.00

SHARED DRIVEWAY EASEMENT

KNOW ALL MEN BY THESE PRESENTS: That HEIR

COY and WILLIAM RAY BARBEE, SR., hereinafter called "Grantor", for a good and valuable consideration, being the reciprocal five foot easement, receipt of which is hereby acknowledged, does hereby grant to K. ALAN KILLEN, hereinafter called "Grantee" and to their successors and assigns, the non-Exclusive right to enter in and upon for pedestrian and vehicle ingress and egress purposes, those certain lands owned by Grantor being the southerly five feet (5') of the easterly one hundred ~~thirty~~ ^{twenty five} feet ~~(130)~~ ¹²⁵ of Lot 42, Amelia Island Lighthouse Reservation according to the plat filed in Plat Book 2, page 24, of the public records of Fernandina Beach, Florida and shown on Exhibit "A" attached hereto and made a part hereof.

June
JPC

The easement rights and privileges herein granted by Grantor to Grantee shall be used only for the purposes of ingress and egress from the property of Grantee as hereinabove described.

It is expressly agreed and understood that this Easement is limited to use by Grantee for pedestrian, and vehicle traffic, and that no heavy equipment may be brought on the Property by Grantee without the express written consent of Grantor which consent will not be unreasonably withheld.

Grantor reserves full and complete dominion over the lands owned by Grantor which are included within easement and the use thereof for any and all purposes whatsoever not inconsistent with this Grant.

The Easement granted hereby by Grantor is a Non-Exclusive

Return: Coastal Building Systems
P.O. Drawer 1509
Amelia Island, FL 32035

THIS INSTRUMENT PREPARED BY & RETURN TO:
A. J. TOMASSETTI, ATTORNEY-AT-LAW
P. O. BOX 1443
FERNANDINA BEACH, FLORIDA 32034

other parties and the right to use the Easement provided hereby.

Grantee agrees to, at all times, indemnify, release, protect, defend and hold Grantor harmless from and against any and all loss, liability, expense, claims, or demands arising from personal injury, including death at any time resulting therefrom, or property damage to any person, including without limitation Grantees, their employees, servants, agents, contractors and invitees, occurring as a direct or indirect result of or in any manner connected with Grantee's use or occupancy of the Easement or the exercise of the rights granted hereunder.

This Agreement shall be binding upon and shall inure to the benefit of the parties hereto, their heirs, successors, personal representatives and assigns, and all covenants and agreements herein shall be deemed covenants running with the land of Grantor and Grantee.

IN WITNESS WHEREOF, Grantor and Grantee have caused this easement to be executed in their names this 17th day of June, 2002.

Signed, sealed and delivered
in the presence of:

"GRANTOR"

M. Kerry Ritten
M. Kerry Ritten
Virginia Conwell
Virginia Conwell

William Ray Barbée, Sr.
WILLIAM RAY BARBEE, SR.

"GRANTOR"

M. Kerry Killen
M. Kerry Killen
Virginia Conwell
Virginia Conwell

HEIDI D GERMANO

"GRANTOR"

M. Kerry Killen
M. Kerry Killen
Virginia Conwell
Virginia Conwell

JEFFREY COY

"GRANTEE"

M. Kerry Killen
M. Kerry Killen
Virginia Conwell
Virginia Conwell

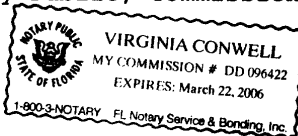
R. ALAN KILLEN

STATE OF Florida
COUNTY OF Dade

The foregoing instrument was acknowledged before me this 17th day of June 2002 by William Barbee Jr., who ☒ is personally known to me or _____ has produced _____ as identification and who did take an oath.

Virginia Conwell Notary Public, Commission No. DD096422
(Seal Below)

Name Stamp:

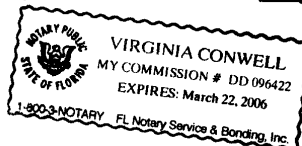


STATE OF Florida
COUNTY OF Dade

The foregoing instrument was acknowledged before me this 17th day of June 2002 by Heidi Germano, who ☒ is personally known to me or _____ has produced _____ as identification and who did take an oath.

Virginia Conwell Notary Public, Commission No. DD096422
(Seal Below)

Name Stamp:

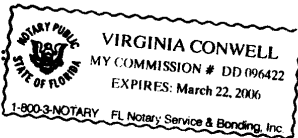


STATE OF Florida
COUNTY OF Nassau

The foregoing instrument was acknowledged before me this 17th
day of June 2003 by Jeffery Cox, who ✓ is
personally known to me or _____ has produced _____
as identification and who did take an oath.

Virginia Conwell Notary Public, Commission No. DD096422
(Seal Below)

Name Stamp:

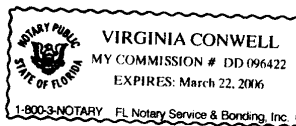


STATE OF Florida
COUNTY OF Nassau

The foregoing instrument was acknowledged before me this 17th
day of June 2003 by R. Allen Ritten, who ✓ is
personally known to me or _____ has produced _____
as identification and who did take an oath.

Virginia Conwell Notary Public, Commission No. DD096422
(Seal Below)

Name Stamp:



NA

1300
FEB 10 1983

OFFICIAL RECORDS

BOOK 379 PAGE 86

RIGHT-OF-WAY OVER PRIVATE PROPERTY

THIS INDENTURE, made this 27th day of January, 1983, between JAMES P. O'CONNER, a married man and JAMES J. O'CONNER, a single man, GRANTORS, of the one part, and EFFIE P. BURBANK, GRANTEE, of the other part.

WHEREAS, the said Grantors are seized of an estate in fee simple and in possession free from encumbrances of a parcel of land situated in the Town of Fernandina Beach, Nassau County, Florida, and shown on the plat attached hereto, and over which there is a private access road as is shown on said plat;

AND WHEREAS, the said Grantee is seized in fee simple of a piece of land adjoining the property of the Grantors, on the north and known as Lot 42 of the Supplemental Plat of Amelia Island Lighthouse Reservation as shown in Plat Book 2, Page 24 of the Public Records of Nassau County, Florida;

AND WHEREAS, the said Grantors have agreed, in consideration of the sum of One Dollar (\$1.00) paid to the said Grantors by the said Grantee, to grant an easement of two years duration over the said private access road;

NOW, THIS INDENTURE, witnesseth that in pursuance of the above said agreement and in consideration of the sum of \$1.00 paid by the said Grantee to the said Grantors, the receipt whereof is hereby acknowledged, the said Grantors hereby grant unto the said Grantee, for a period of two years from the date hereof, the full and free right for her, her tenants, servants, visitors, and licensees, to pass and repass along said the following described property of the Grantors, to-wit:

The North Six Feet (N 6') of the East Sixty Feet (E 60') of Lot 41 of Supplemental Plat of Amelia Island Lighthouse Reservation, as shown in Plat Book 2 of Page 24, Public Records of Nassau County, Florida.

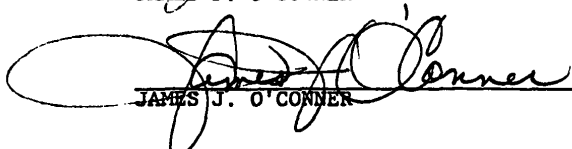
THIS INSTRUMENT PREPARED BY:
GRANVILLE C. BLUNDISS
POST OFFICE BOX 887
FERNANDINA BEACH, FLORIDA 32034

BOOK 379 PAGE 37

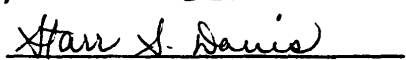
To hold said easement or right of passage to the said Grantee, her heirs and assigns, as appurtenant to said land of Grantee for a period of two years from date hereof.

IN WITNESS WHEREOF the parties hereto have set their hands and seals this 27th day of January, 1983.


JAMES P. O'CONNER


JAMES J. O'CONNER

Signed, Sealed and Delivered in
Our Presence:

STATE OF FLORIDA)

COUNTY OF NASSAU)

I HEREBY CERTIFY that on this 27th day of January, A. D. 1983, before me personally appeared JAMES P. O'CONNER, a married man, and JAMES J. O'CONNER, a single man, to me known to be the persons described in and who executed the foregoing conveyance to EFFIE P. BURBANK, and severally acknowledged the execution thereof to be their free act and deed for the uses and purposes therein mentioned.

WITNESS my signature and official seal at Fernandina Beach, Nassau County, Florida, the day and year last aforesaid.


NOTARY PUBLIC, STATE OF FLORIDA
AT LARGE:
MY COMMISSION EXPIRES: 12/26/86

300K 879 44 88

N. 1: 05° 50' W. - 151.50
(N. 0: 50° 14' - 151.45 P.A.)

MAP TO SNOW BOUNDARY SURVEY OF

FOR
PAT CONNER

U.S. No. 5710

F.D. VV-X-59

831278

FILED AND RECORDED
IN OFFICE
1983 FEB 10 PM 4:08

NASSA: C
CLERK LINGET C-
T.J. BREFFA

REG. LAND SURVEYOR NO. 1558
VERNON N. Drake & Assoc.
P.O. BOX 798
105 SOUTH TENTH STREET
FERNANDINA BEACH, FLORIDA

FILE NO. 85-1024

From: [Lanie Platt](#)
To: jenny@summerhouserealty.com; [Michele Manzie](#); [Margaret Pearson](#)
Subject: Re: Help with 8" easement- need copy of Book 64, page 8- (city can't download) also need to clarify on roof height is not 36" and it is 36" over sea level- the BOA needs to see the house is only 25" etc for example
Date: Wednesday, September 9, 2026 1:47:03 PM
Attachments: [Screenshot 2026-09-09 at 1.30.34 PM.png](#)
[Official+Record+064.pdf](#)

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.

Jenny,

See the attached.

Yes, the building height is 36' above sea level (N.A.V.D. 1988) and not 36' above adjacent grade.

Sincerely,

Melanie Platt, PSM
Lanie@manzieanddrake.com
Manzie & Drake Land Surveying
117 South Ninth Street
Fernandina Beach, FL 32034
TEL: 904-491-5700
ManzieandDrake.com

If needed, please use the free [Autodesk CADD File Viewer](#). To convert CADD files to another or older format, please download [Autodesk TrueView](#).

From: Jenny Schaffer <jenny@summerhouserealty.com>
Sent: Wednesday, September 9, 2026 1:34 PM
To: Michele Manzie <michele@manzieanddrake.com>; Lanie Moore <lanie@manzieanddrake.com>; Margaret Pearson <mpearson@fbfl.city>
Subject: Help with 8' easement- need copy of Book 64, page 8- (city can't download) also need to clarify on roof height is not 36' and it is 36' over sea level- the BOA needs to see the house is only 25' etc for example

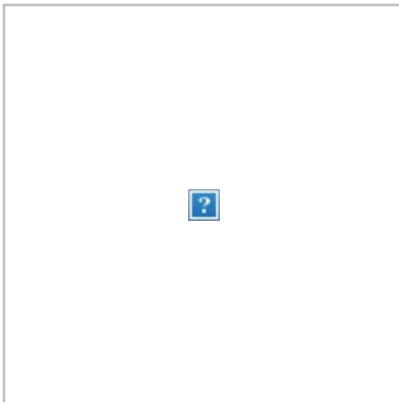


10. Restrictions, dedications, conditions, reservations, easements and other matters shown on the plat of AMELIA ISLAND LIGHTHOUSE RESERVATION, as recorded in Plat Book 2, Page(s) 24 , but deleting any covenant, condition or restriction indicating a preference, limitation or discrimination based on race, color, religion, sex, handicap, familial status or national origin to the extent such covenants, conditions or restrictions violate 42 USC 3604(c).
11. Easement recorded in Book 63, Page 399 as corrected in Book 64, Page 8 .
12. Resolution recorded in Book 923, Page 1654-1655 .
13. Shared Driveway Easement recorded in Book 1148, Page 124 and Book 1148, Page 129 .
14. Right-of-Way Over Private Property recorded in Book 379, Page 36 .
15. Note: All of the recording information contained herein refers to the Public Records of NASSAU County, Florida, unless otherwise indicated. Any reference herein to a Book and Page or Instrument Number is a reference to the Official Record Books of said county, unless indicated to the contrary.

Help with 8' easement- need copy of Book 64, page 8- (city can't download) also need to clarify on roof height is not 36' and it is 36' over sea level- the BOA needs to see the house is only 25' etc for example

Thank you in advance!

Jenny



JENNY SCHAFFER

Broker | Residential & Commercial Sales

Nassau County's Highest Selling Brokerage
Highest Top Producing Agent 2020, 2024, 2025

- 904.557.4739 | 904.557.3020
- jenny@summerhousety.com
- www.summerhousety.com
- 316 Ash St Fernandina Beach, FL 32034

REVIEWS | LISTINGS



"CONFIDENTIALITY NOTICE: This email communication may contain private, confidential, or legally privileged information intended for the sole use of the designated and/or duly authorized recipient(s). If you are not the intended recipient or have received this email in error, please notify the sender immediately by email and permanently delete all copies of this email including all attachments without reading them. If you are the intended recipient, secure the contents in a manner that conforms to all applicable state and/or federal requirements related to privacy and confidentiality of such information."



BOARD OF ADJUSTMENT STAFF REPORT

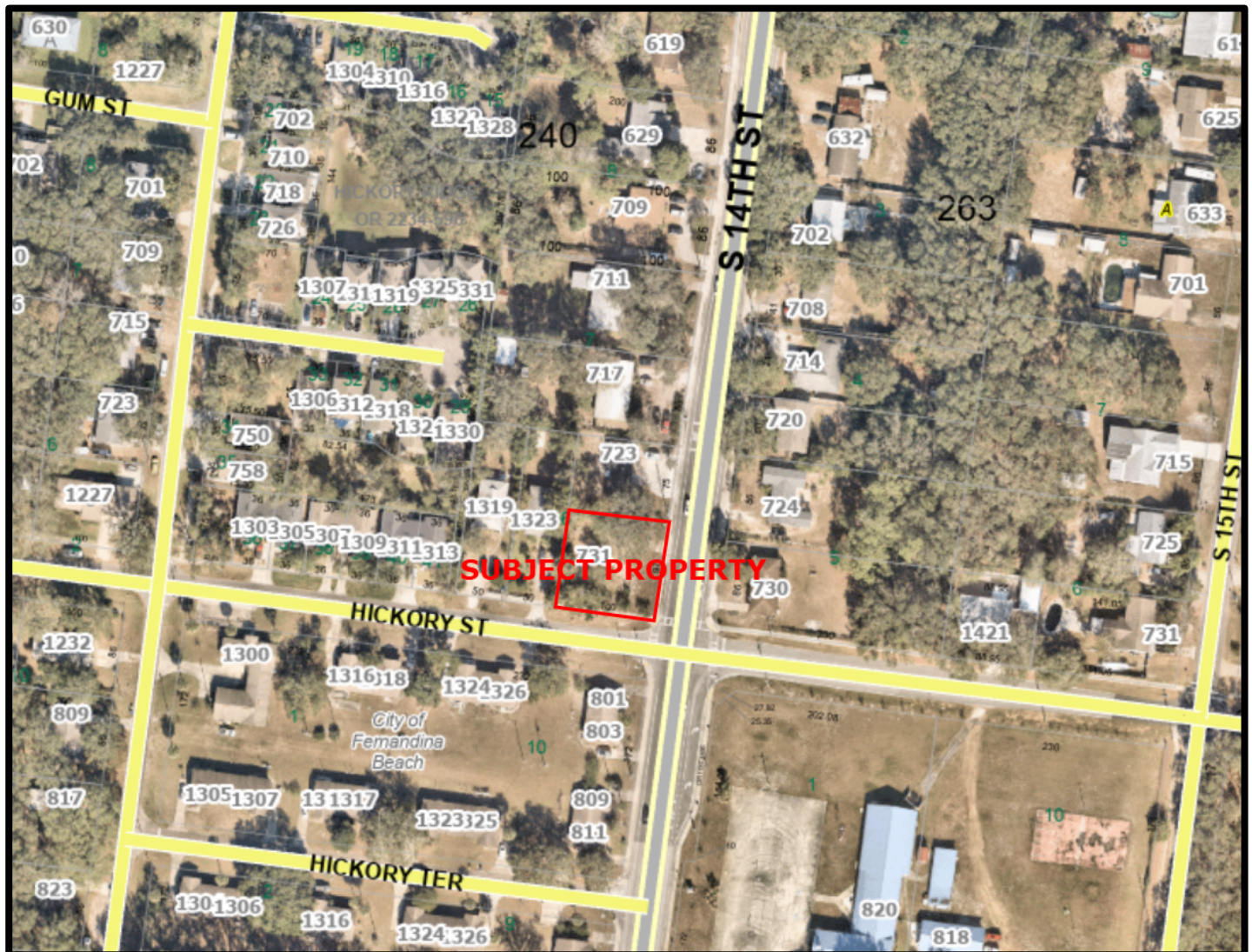
BOA 2026-0004

SEPTEMBER 16, 2026

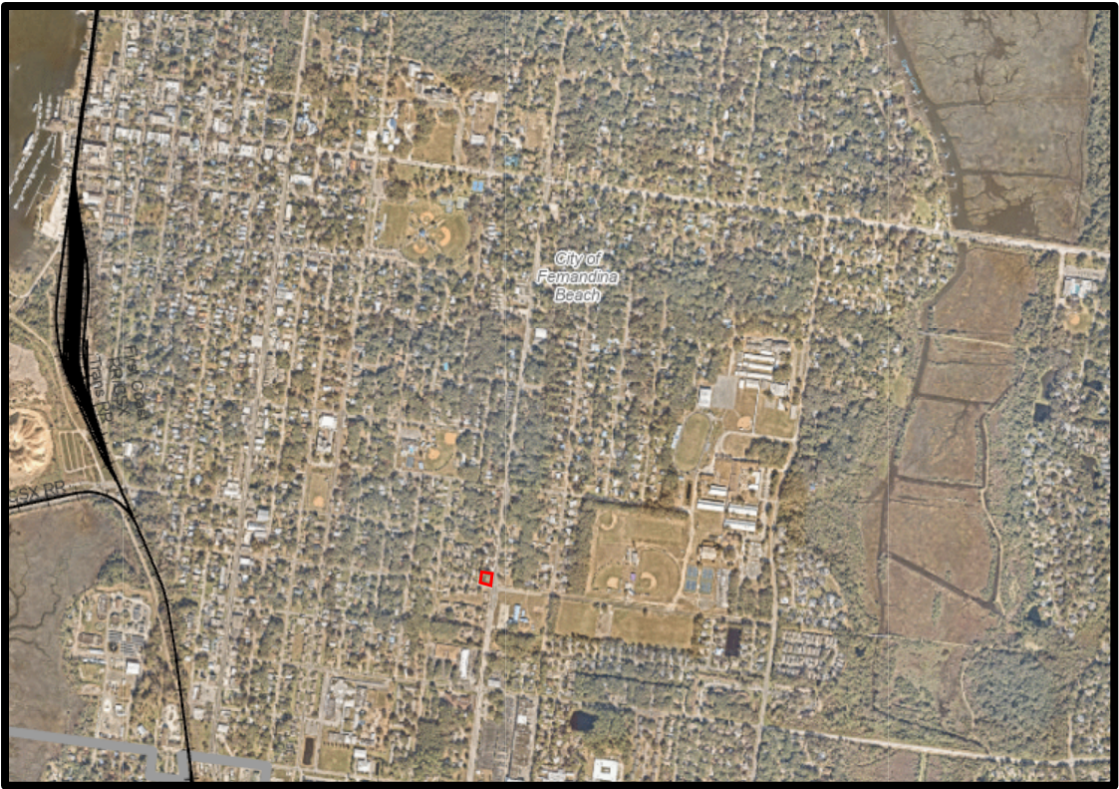
Agent/Owner:	Charity Weston, Charity Lynn Weston LLC, agent for Amelia Concepts Rentals LLC
Property Address:	731 S. 14 th Street
Parcel Number:	00-00-31-1800-0240-0062
Requested action:	VARIANCE REQUEST from Land Development Code Section: 1.03.05 Construction or Demolition of Structures on Combined Lots, to allow for redevelopment of a multi-family structure .
Current zoning:	R-2
FLUM land use category:	Medium Density Residential
Existing uses on the site:	Vacant

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

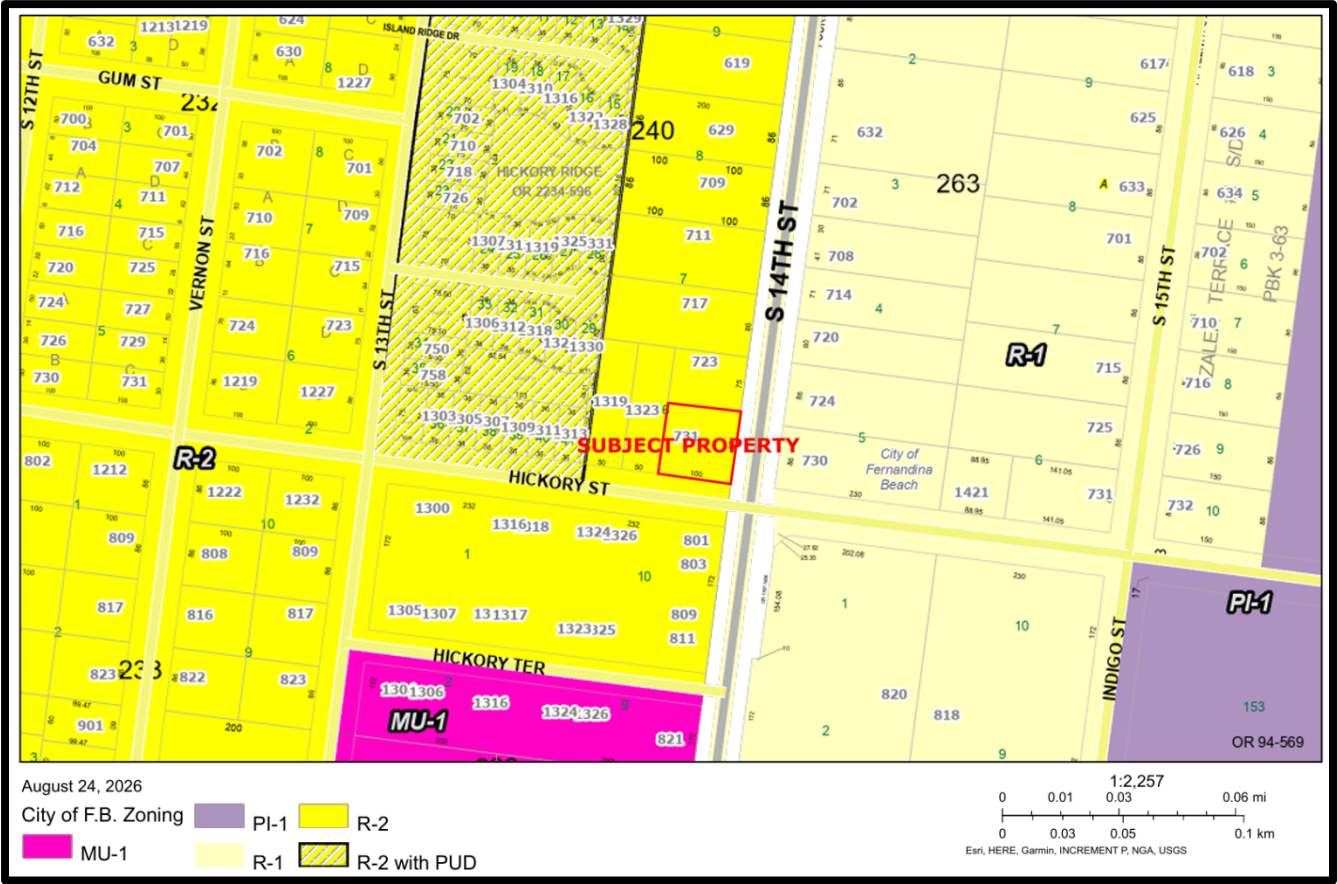
Aerial View:



Small scale map:



Zoning:



Street View:



View from S. 14th Street



View from Hickory Street



View from the corner of Hickory Street and S. 14th Street

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The property in question, located at 731 S. 14th Street, is a 0.22-acre lot upon which a single-family house was demolished in January 2024 through permit DEMR-2023-0025. A survey of the property following demolition and the combination of the lots are included in the agenda packet under the Combined Application Materials. The property is now vacant and the owner, Amelia Concepts Rentals LLC, wishes to redevelop the property by constructing a triplex/multi-family residential structure as the zoning allows for. Other than Section 1.03.05 of the Land Development Code, this development housing type and density is permitted on the lot per Table 4.01.01 Density and Housing Types in Base Zoning Districts

Abbreviated Table 4.01.01 Density and Housing Types in Base Zoning Districts

Zoning District	Maximum Gross Density (dwelling units per acre)	Permissible Housing Types
R-2	8.0	Single-family detached Duplex structures Triplex structures Townhouses

Density Calculation Breakdown for 731 S. 14th Street

$$\text{Density} = \frac{\text{area}}{\text{units}}$$

Square footage of the lot= length x width

100 (length) x 97 (width)= **9,700 sf**

Plus ½ area of Right-of-Way= 30 ft x perimeter

30 ft x 197 ft= 5,910 sf + 900 sf for corner= **6,810**

Total area: 9,700 (lot) + 6,810 (ROW) = **16,510 sf**

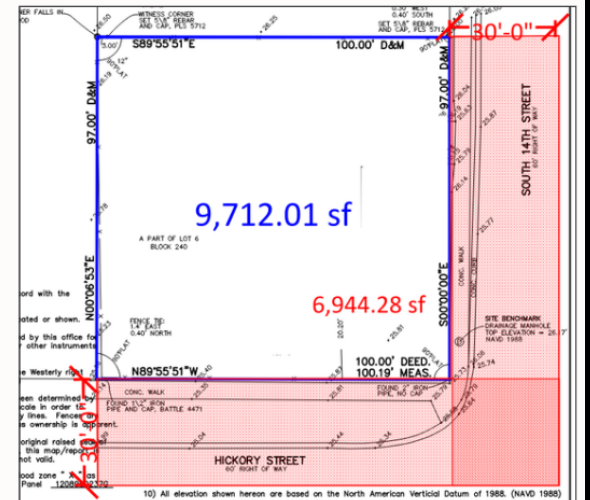
8 units per acre allowed in R-2

8 units per 43,560 square feet(sf)

Each unit must have **5,445 sf**

$$\text{Density} = \frac{16,510}{5,445} = 3.03$$

3 units allowable



*the slight discrepancy between calculations is due to the difference between the deeded/measured lengths per survey

Section 1.03.05 of the Land Development Code reads: “1.03.05 CONSTRUCTION OR DEMOLITION OF STRUCTURES ON COMBINED LOTS

A. In order to maintain open space, visual corridors, neighborhood character, property values and visual attractiveness of residential areas, wherever there may exist a single-family detached residential unit or, a duplex structure or any auxiliary building or structure, including but not limited to, swimming pools, or any other improvement which was heretofore constructed on property containing one or more platted lots or portions thereof (excluding walls or fences), such lots thereafter constitute one building site and must be considered the “lot of record”, and no permit will be issued for the construction of more than one residential dwelling unit on the site. All construction on the building site must comply with all existing zoning and density requirements.

B. The demolition or removal of any residence or structure, whether voluntary or involuntary, does not have the effect of changing the establishment of the building site.

C. A change from the foregoing provisions for the purpose of establishing building sites, or separation of building sites requires supermajority approval by the Board of Adjustment in accordance with the variance approval process contained in Section 10.02.00 in a quasi-judicial hearing at which all interested persons will be afforded an opportunity to be heard.”

The existing lot is 100 ft wide on the boundary with Hickory Street and 97 ft long along the boundary of S. 14th Street. The proposed number of dwelling units, three (3), would meet the requirements for the R-2 zoning district. To construct more than one dwelling unit upon the lot, a variance must be granted by the BOA. If the variance is granted, the proposed development would have to be compliant with site design requirements and all other standards of the Land Development Code.

[illegible]

Staff's review of this application finds it is not subject to any of the twelve limitations of Section 10.02.01 and can therefore be considered by the Board of Adjustment. The following analysis of the six criteria for granting a variance is reviewed for compliance with the Land Development Code.

The following Comprehensive Plan Goals, Objectives, and Policies are applicable in this case:

nearby mixed-use, commercial, office and retail activity centers.

- Policy 1.07.05 - Medium Residential (MDR)
 - a. Areas delineated on the FLUM for medium density residential development shall be developed, redeveloped, and/or maintained as stable medium density permanent residential neighborhoods.
 - b. The density for medium density residential development ranges up to a maximum of eight (8) units per acre.
 - c. The medium density residential designation is intended to provide sufficient land area for medium density residential development adequately supported by public services and facilities and compatible with existing and anticipated future land uses.
 - d. The medium density residential designation includes a mixture of single and multi-family structure types.
 - e. The medium density residential designation is intended to prevent commercial uses, including hotels, motels, bed and breakfast units, resort rentals, or other forms of transient accommodations and encroachment by incompatible non-residential uses.
 - f. Supportive community facilities and accessory land uses may be located within areas designated MDR
- Goal 9- Pursuant to Section 163.3177(6)(i), Florida Statutes, the following rights will be considered in local decision making:
 - 1. The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.
 - 2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.

ANALYSIS:

For an application for a variance to be approved or approved with conditions, the BOA shall make a positive finding regarding each of the following provisions:

Consistent with Criteria? All questions must be answered in the affirmative in order for staff to recommend approval of a variance. Negative answers must be addressed in the findings.

Criteria	Applicant Response	Staff Analysis	Meets Criteria
1. Special Conditions <i>Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district. Special conditions or circumstances do not result from actions of the applicant and are</i>	The subject property is a single platted corner lot located at the intersection of South 14th Street, a major roadway, and Hickory Street. The property is not located within a platted subdivision (see Exhibit A). It was previously improved with a single-family residence that has since been demolished. The City has confirmed that the proposed redevelopment complies with the applicable zoning and residential density standards for this district (Exhibit E). The only obstacle is Section 1.03.05, which imposes a one-unit limitation based solely on the lot's prior residential use rather than any zoning or density	<u>Yes.</u> The property is located on the corner of S. 14 th Street and Hickory Street. This lot is situated on a major throughfare and intersection in the City and is surrounded by a variety of uses and housing types. If a house was not already constructed on the site, the allowable density in the R-2 zoning district would dictate the type of housing developed on the lot. The lot is not part of or adjacent to a previously platted subdivision.	☐ No ☒ Yes

<i>not based on a desire to reduce development costs.</i>	restriction applicable to the site itself. The property's location on a prominent corner along a major roadway further distinguishes it from many interior residential lots and supports consideration under the variance process. The Applicant purchased the property in good faith based on its zoning and allowable residential density and invested in engineering, site planning, and permit preparation before learning that a variance would also be required. Absent the requested variance, the Applicant would be denied the reasonable redevelopment of a property that otherwise fully complies with the City's zoning and residential density requirements.		
<u>2. Special Privilege</u> <i>Granting the variance does not confer upon the applicant a special privilege that is denied by the Land Development Code to other lands, structures, or buildings in the same zoning district.</i>	A survey of properties along South 14th Street and Hickory Street demonstrates that the surrounding neighborhood contains a diverse mix of residential housing types, including attached dwellings, public housing, and single-family homes, as well as institutional uses such as a church (see Exhibit B). Granting the requested variance would not confer a privilege denied to these neighboring properties — it would simply allow the subject property to be developed consistent with the character already established on the same two streets. The Applicant is not requesting rezoning, increased density, or any development right beyond what the Land Development Code otherwise permits, and beyond what already exists nearby. The City has confirmed the proposed redevelopment complies with all applicable zoning and density standards; the only relief sought is from Section 1.03.05's legacy one-unit cap, which reflects the property's past use rather than the neighborhood's current, established character.	<u>Yes.</u> Any property owner in the City of Fernandina Beach may apply to the Board of Adjustment for a variance as long as the request does not contain any of the limitations of LDC Section 10.02.01. Similar cases in which property owners have requested to construct multi-family housing on properties that previously were developed as a single-family home will be directed to the Board of Adjustment.	☐ No ☒ Yes
<u>3. Literal Interpretation</u> <i>Literal interpretation of the provisions of the Land Development Code would deprive the applicant of rights</i>	A literal, unbending application of Section 1.03.05 would deprive the Applicant of a development right commonly enjoyed by other properties within the same zoning district. The subject property is designated Medium Density Residential and zoned R-2 (see Exhibit C), and the City has confirmed	<u>Yes.</u> The literal interpretation of the LDC would deprive the applicant of rights commonly enjoyed by other properties in this zoning district. Owners of residentially zoned properties in the R-2 zoning district are permitted to construct triplexes,	☐ No ☒ Yes

<i>commonly enjoyed by other properties in the same zoning district.</i>	that the proposed redevelopment complies with all applicable zoning and residential density requirements and that Section 1.03.05 is the only barrier to redevelopment (see Exhibit E). Section 1.03.05 applies only because of the property's prior single family use—not because of the property's current size, location, or applicable development standards. Granting the requested variance would simply place the property on equal footing with similarly situated properties rather than subjecting it to a different outcome based solely on its development history.	among other housing types, and with a density of 8 units per acre per Table 4.01.01. Based on the density calculation included above in the “summary of request” the proposed density is permissible in the R-2 zoning district.	
<u>4. Minimum Variance</u> <i>The variance requested is the minimum variance needed that will make possible the reasonable use of the land, structure, or building.</i>	The requested variance is the minimum relief necessary for reasonable use of the property. The property boundaries and configuration are shown on the Boundary Survey (see Exhibit B). It seeks relief only from Section 1.03.05's one-unit cap — nothing else. No rezoning, density increase, or other Code standard is affected; the proposed redevelopment already meets every applicable zoning and density requirement on its own (see Exhibit E). Approving this narrow variance allows the property to be redeveloped strictly within those existing standards, with no broader relief granted.	<u>Yes.</u> The variance requested is to allow for the lots to be developed to the allowable density in the R-2 zoning district. The applicant does not request a variance from any other element of the LDC besides section 1.03.05. Based on the interpretation of this element of the code, the property owner was required to apply for a variance to fulfill the request.	☐ No ☒ Yes
<u>5. General Harmony</u> <i>Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and Comprehensive Plan.</i>	Granting the requested variance is in harmony with the general intent and purpose of the Land Development Code and the Comprehensive Plan. The property is designated Medium Density Residential and zoned R-2 see Exhibit C). The surrounding area contains a diverse mix of compatible land uses, including a church, single-family homes, duplexes, attached residential development, and multifamily housing (see Exhibit D). This established pattern of development demonstrates that the proposed redevelopment is compatible with the character and stability of the surrounding neighborhood and supports the Code's purpose of fostering harmonious and orderly development while implementing the Comprehensive Plan.	<u>Yes.</u> Developing the lot to the allowable density of three units contained in the allowable housing type of a triplex would be in harmony with the neighborhood and general area of the subject property. Immediately adjacent to the property are attached multifamily dwellings, duplexes, single family homes, and a church. The Comprehensive Plan supports the creation of multiple housing types throughout the City.	☐ No ☒ Yes

6. Public Interest <i>Granting the variance is compatible with surrounding properties, will not cause injury to the area involved, or otherwise be detrimental to the public health, safety, welfare or environment.</i>	Granting the requested variance is compatible with the surrounding properties and will not be detrimental to the public health, safety, welfare, or environment. The subject property is a vacant infill corner lot. The redevelopment is consistent with the property's Medium Density Residential Future Land Use designation and R-2 zoning (see Exhibit C) and will comply with all applicable R-2 site design per Section 4 requirements of the Land Development Code. Because the project will be developed in accordance with the City's adopted development standards, it will not create impacts beyond those already contemplated by the zoning regulations and will remain compatible with the surrounding neighborhood.	Yes. Granting the variance will not infringe on public interest as the density and housing types are allowed in the R-2 zoning. The appropriate site design requirements will be applied to the new structure.	☐ No ☒ Yes
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FINAL ANALYSIS AND RECOMMENDATION:

In conclusion, staff recommends approval of the requested variance to allow for three dwelling units/triplex to be constructed on parcel ID: 00-00-31-1800-0240-0062 that meets the requirements for density in the R-2 zoning district.

The variance requested is consistent/inconsistent with the criteria for granting a variance as follows:

	Consistent	Inconsistent
1. Special Conditions	X	
2. Special Privilege	X	
3. Literal Interpretations	X	
4. Minimum Variance	X	
5. General Harmony	X	
6. Public Interest	X	

Staff finds that the requested action, as presented, **DOES meet** the six criteria for granting a variance, therefore staff recommends **APPROVAL**.

STAFF RECOMMENDED MOTION AND FINDINGS FOR BOARD CONSIDERATION:

I move to approve/deny BOA case number 2026-0004;

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

That BOA case 2026-0004 as presented, does/does not adequately demonstrate that the request is compliant with the Comprehensive Plan and Land Development Code to warrant approval at this time;

AND that BOA case number 2026-0004 does/does not meet the following criteria for granting a variance:

1. Special conditions do/do not exist that are peculiar to the land.
2. The granting the variance would not/would confer a special privilege to the applicant as the LDC allows for any property owner to apply for a variance.
3. A literal interpretation of the code would/would not deprive the applicant of the right to the reasonable use of their property, a right commonly enjoyed by others. Reasonable use of the property is limited in terms of privacy and safety.
4. The variance requested is/is not a minimum variance needed to make possible reasonable use of the land.
5. The granting of the variance would/would not be in harmony with the general intent of the Comprehensive Plan or the Land Development Code.
6. The variance would/would not be compatible with surrounding properties.

LIST OF EXHIBITS:

EXHIBIT 1 BOA2026-0004 Combined Application Materials
EXHIBIT 2 Zoning Map & Aerial Map with Labels

Online Form Submittal: Board of Adjustment (BOA)

From noreply@civicplus.com <noreply@civicplus.com>

Date Sun 8/2/2026 12:16 AM

To Planning Info <planninginfo@fbfl.org>

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.

Board of Adjustment (BOA)

BOARD OF ADJUSTMENT (BOA)

USE THIS FORM TO Apply for a variance to obtain relief from the design standards of this Land Development Code (LDC) where otherwise hardship would occur. A person who is adversely affected by any administrative decision may appeal such decision to the BOA.

Fees	Residential Properties \$1,500
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IMPORTANT NOTES

Application Requirements	A complete application filed at least forty-five (42) days before the date of the Board of Adjustment's public hearing;; A current signed, sealed, scaled survey of the property (no older than two years from date of application);, Proof of ownership (copy of deed or tax statement), If applying as an agent, Owner's Authorization for Agent Representation form must be signed/ notarized and submitted as part of the application;; A detailed letter stating the reasons for the request;; Materials as needed to illustrate the nature of the request, including but not limited to, site plans, architectural drawings, photographs, etc. (Site plans must be dimensioned and to scale).
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Pre-Application Meeting

To guide you through the process and ensure that your application is understood and properly processed, you must meet with the applicable planner prior to submitting your application. Completed Board applications are **due forty-two (42) days prior** to the meeting date. Cases in the historic districts or Community Redevelopment Area are heard by the Historic District Council, please use the HDC Variance Application. Cases in all other areas of the City are heard by the Board of Adjustment.

Please see the Land Development Code (LDC)

Procedures for Variances – LDC Section 10.02.04., Expiration of Variance Approval – LDC Section 10.02.04(C)., Appeals on a

for detailed information: Variance – LDC Section 10.02.04(D)., Appeals of
Administrative Action – LDC 11.07.00

The LDC is available for review at www.fbfl.us/LDC

Appeals

Any person aggrieved by any decision of the BOA regarding a variance may present to a court of record a petition, duly verified, setting forth that the decision is illegal, in whole or in part, specifying the grounds of the illegality. The petition shall be presented to the court within thirty (30) days after the filing of the decision at the office of the Board; otherwise, the decision of the Board shall be final.

Limitations on the Grant of a Variance

1. A variance shall not be granted which authorizes a use that is not permissible in the zoning district in which the property subject to the variance is located., 2. A variance shall not be granted which authorizes any use or standard that is prohibited by the City's Comprehensive Plan., 3. No nonconforming use of adjacent lands, structures, or buildings in the same zoning district, and no permitted use of land, structures, or buildings in other zoning districts, shall be considered g, 4. A variance shall not change the requirements for concurrency., 5. A variance shall not be granted to permit the use of a single media peonia for the construction of a dwelling unit., 6. A variance shall not be granted if the evidence submitted by an applicant is solely a demonstration of financial hardship or economic considerations., 7. A variance shall not be granted for procedure or process components of this Land Development Code., 8. A variance shall not be granted to deviate from LDC section 4.02.02 to combine two (2) or more lots which would result in a lot width greater than 100 feet for lots or parcels that abut Ocean Ave, 9. A variance will not be granted which authorizes the filling of wetlands prohibited by Land Development Code Section 3.03.03(A), 10. No variance shall be granted to exceed the maximum building height of 35 feet for a building on any lot within 800 feet of the mean highwater line of the Atlantic Ocean under LDC Section 4.02.03(D, 11. A variance shall not be granted for any residential or residential mixed-use structure to exceed the maximum building height requirements contained in Table 4.02.03(E)., 12. A variance shall not be granted to exceed the minimum side yard setbacks listed in Table 4.02.03(E) for any building within 800 feet of the mean high-water mark of the Atlantic Ocean.

REVIEW TYPE Variance

Have you met with a planner for a pre-application meeting? Yes

What was the date of your pre-application meeting? 6/25/2026

PROPERTY INFORMATION	Property information can be found at the Nassau County Property Appraiser's Website → Map Search
Site Address	731 S 14TH STREET
City	FERNANDINA BEACH
State	FL
Zip	32034
Parcel ID #(s)	00-00-31-1800-0240-0062
Zoning District	R-2
Future Land Use Designation	Medium Density Residential
Do you authorize the installation of a temporary City notice sign on your property?	YES
OWNER OF RECORD <i>As recorded with the Nassau County Property Appraiser</i>	
First Name	TODD
Last Name	BATES
Company (if applicable)	AMELIA CONCEPTS RENTALS LLC
Mailing Address	11323 PHILLIPS PKWY DR E STE 7
City	JACKSONVILLE
State	FL
Zip	32256
Telephone Number	
E-mail Address	
OWNER'S AGENT / APPLICANT If other than owner. If an agent will be representing the owner, an Owner's Authorization For Agent Representation form must be included	
First Name	CHARITY
Last Name	WESTON
Company (if applicable)	CHARITY LYNN WESTON LLC
Mailing Address	8005 BUCHANNAN COURT

City	JACKSONVILLE
State	FL
Zip	32244
Telephone Number	
E-mail Address	

PROJECT INFORMATION

Variance Requested from LDC Section(s)	Section 1.03.05 – Construction or Demolition of Structures on Combined Lots
Summary of Request (more detailed information to be provided in required letter of intent)	The Applicant requests a variance from Section 1.03.05 of the Fernandina Beach Land Development Code to permit the redevelopment of the property located at 731 South 14th Street, Fernandina Beach, Florida, with attached multi-family dwelling units. The subject property is a single platted corner lot that previously contained a single-family residence, which has since been demolished. The City has determined that the property complies with the applicable zoning and residential density requirements for the proposed redevelopment. However, because the property was previously improved with a single-family residence, Section 1.03.05 requires approval by the Board of Adjustment before permits may be issued for more than one residential dwelling unit. The Applicant respectfully requests relief from the application of Section 1.03.05. A detailed Letter of Intent and supporting exhibits accompany this application. These materials provide additional context for the requested variance and document the property's compatibility with the surrounding neighborhood, as well as its consistency with the intent of the Land Development Code.

REQUIRED FINDINGS FOR A GRANT OF A VARIANCE

In order for an application for a variance to be approved or approved with conditions, the BOA must make a positive finding with regard to each of the provisions below. The applicant has the burden of proof of demonstrating that the application for a variance complies with each of the requirements. Please explain in detail how your case meets the following requirements:

1. Special Conditions: Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the	The subject property is a single platted corner lot located at the intersection of South 14th Street, a major roadway, and Hickory Street. The property is not located within a platted subdivision (see Exhibit A). It was previously improved with a single-family residence that has since been demolished. The City has confirmed that the proposed redevelopment complies with the applicable zoning and residential density standards for this district (Exhibit E). The only obstacle is Section 1.03.05, which
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same zoning district. Special conditions or circumstances do not result from actions of the applicant and are not based on a desire to reduce development costs.	imposes a one-unit limitation based solely on the lot's prior residential use rather than any zoning or density restriction applicable to the site itself. The property's location on a prominent corner along a major roadway further distinguishes it from many interior residential lots and supports consideration under the variance process.
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The Applicant purchased the property in good faith based on its zoning and allowable residential density and invested in engineering, site planning, and permit preparation before learning that a variance would also be required. Absent the requested variance, the Applicant would be denied the reasonable redevelopment of a property that otherwise fully complies with the City's zoning and residential density requirements.

2. Special Privilege: Granting the variance does not confer upon the applicant a special privilege that is denied by the Land Development Code to other lands, structures, or buildings in the same zoning district.	A survey of properties along South 14th Street and Hickory Street demonstrates that the surrounding neighborhood contains a diverse mix of residential housing types, including attached dwellings, public housing, and single-family homes, as well as institutional uses such as a church (see Exhibit B). Granting the requested variance would not confer a privilege denied to these neighboring properties — it would simply allow the subject property to be developed consistent with the character already established on the same two streets.
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The Applicant is not requesting rezoning, increased density, or any development right beyond what the Land Development Code otherwise permits, and beyond what already exists nearby. The City has confirmed the proposed redevelopment complies with all applicable zoning and density standards; the only relief sought is from Section 1.03.05's legacy one-unit cap, which reflects the property's past use rather than the neighborhood's current, established character.

3. Literal Interpretation: Literal interpretation of the provisions of the Land Development Code would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district.	A literal, unbending application of Section 1.03.05 would deprive the Applicant of a development right commonly enjoyed by other properties within the same zoning district. The subject property is designated Medium Density Residential and zoned R-2 (see Exhibit C), and the City has confirmed that the proposed redevelopment complies with all applicable zoning and residential density requirements and that Section 1.03.05 is the only barrier to redevelopment (see Exhibit E). Section 1.03.05 applies only because of the property's prior single-family use—not because of the property's current size, location, or applicable development standards.
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Granting the requested variance would simply place the property on equal footing with similarly situated properties rather than subjecting it to a different outcome based solely on its development history.

4. Minimum Variance: The variance requested is the minimum variance needed that will make possible the reasonable use of the land, structure, or building.	The requested variance is the minimum relief necessary for reasonable use of the property. The property boundaries and configuration are shown on the Boundary Survey (see Exhibit B). It seeks relief only from Section 1.03.05's one-unit cap — nothing else. No rezoning, density increase, or other Code standard is affected; the proposed redevelopment already meets every applicable zoning and density requirement on its own (see Exhibit E). Approving this narrow variance allows the property to be redeveloped strictly within those existing standards, with no broader relief granted.
5. General Harmony: Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and Comprehensive Plan.	Granting the requested variance is in harmony with the general intent and purpose of the Land Development Code and the Comprehensive Plan. The property is designated Medium Density Residential and zoned R-2 (see Exhibit C). The surrounding area contains a diverse mix of compatible land uses, including a church, single-family homes, duplexes, attached residential development, and multifamily housing (see Exhibit D). This established pattern of development demonstrates that the proposed redevelopment is compatible with the character and stability of the surrounding neighborhood and supports the Code's purpose of fostering harmonious and orderly development while implementing the Comprehensive Plan.
6. Public Interest: Granting the variance is compatible with surrounding properties, will not cause injury to the area involved, or otherwise be detrimental to the public health, safety, welfare or environment.	Granting the requested variance is compatible with the surrounding properties and will not be detrimental to the public health, safety, welfare, or environment. The subject property is a vacant infill corner lot. The redevelopment is consistent with the property's Medium Density Residential Future Land Use designation and R-2 zoning (see Exhibit C) and will comply with all applicable R-2 site design per Section 4 requirements of the Land Development Code. Because the project will be developed in accordance with the City's adopted development standards, it will not create impacts beyond those already contemplated by the zoning regulations and will remain compatible with the surrounding neighborhood.
Upload Supplemental Materials	Authorization.pdf
Upload 2	Deed.pdf
Upload 3	Exhibit A – Parcel Location Map and Exhibit C - Future Land Use and Zoning Map.pdf
Upload 4	Exhibit B - Boundary Survey.pdf
Upload 5	Exhibit D – Existing Neighborhood Development Pattern.pdf
Upload 6	Exhibit E - Planning Department Correspondence.pdf
Upload 7	Letter of Intent.pdf

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., 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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I/We understand that the City Staff will install a Notice of Hearing sign on the property 14 days before the scheduled hearing 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's First Name	Charity
Applicant's Last Name	Weston
Today's Date	8/1/2026

DEPARTMENT OF PLANNING & CONSERVATION
204 Ash Street | Fernandina Beach, Florida 32034 | 904 310-3480 |
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.](#)

LETTER OF INTENT

In Support of Application for Variance
731 S. 14th Street
Fernandina Beach, Florida

Applicant: Amelia Concepts Rentals LLC

Authorized Agent: Charity Weston

Background

Amelia Concepts Rentals LLC respectfully requests approval of a variance from Section 1.03.05 of the City of Fernandina Beach Land Development Code for the property located at 731 S. 14th Street, Fernandina Beach, Florida. This application is submitted by the Applicant's authorized agent on its behalf.

The subject property is a single platted corner lot located at the intersection of South 14th Street and Hickory Street. It was previously improved with a single-family residence that has since been demolished. The property is designated Medium Density Residential, is zoned R-2, and the City has confirmed that the proposed redevelopment complies with the applicable zoning and residential density requirements. The requested variance is necessary solely because Section 1.03.05 requires Board of Adjustment approval before more than one residential dwelling unit may be constructed on property previously developed with a single-family residence.

Basis for the Request

The requested variance is limited to Section 1.03.05. The Applicant is not requesting a rezoning, additional residential density, or any other deviation from the Land Development Code. The requested relief simply allows the property to be redeveloped in accordance with the City's existing zoning and land use regulations.

The surrounding area reflects an established pattern of diverse and compatible land uses, including single-family homes, attached residential development, multifamily housing, public housing, and a church. This existing development pattern demonstrates that the proposed redevelopment is compatible with the surrounding neighborhood and consistent with the character of the area.

Granting the requested variance will allow the property to be reasonably redeveloped while remaining consistent with the intent of the Land Development Code and the Comprehensive Plan. The redevelopment will comply with all applicable R-2 site design requirements and will not be detrimental to the public health, safety, welfare, or environment.

Supporting Documentation

The following exhibits are submitted in support of this application:

- Exhibit A – Parcel Location Map
- Exhibit B – Boundary Survey
- Exhibit C – Future Land Use & Zoning Map
- Exhibit D – Existing Neighborhood Development Pattern
- Exhibit E – Planning Department Correspondence

These exhibits provide factual support for the variance criteria contained within the application and demonstrate the property's location, zoning, surrounding development pattern, and the City's determination that the proposed redevelopment complies with the applicable zoning and residential density requirements.

Request

For the reasons stated in this Letter of Intent and the accompanying application materials, the Applicant dutifully requests that the Board of Adjustment approve the requested variance.

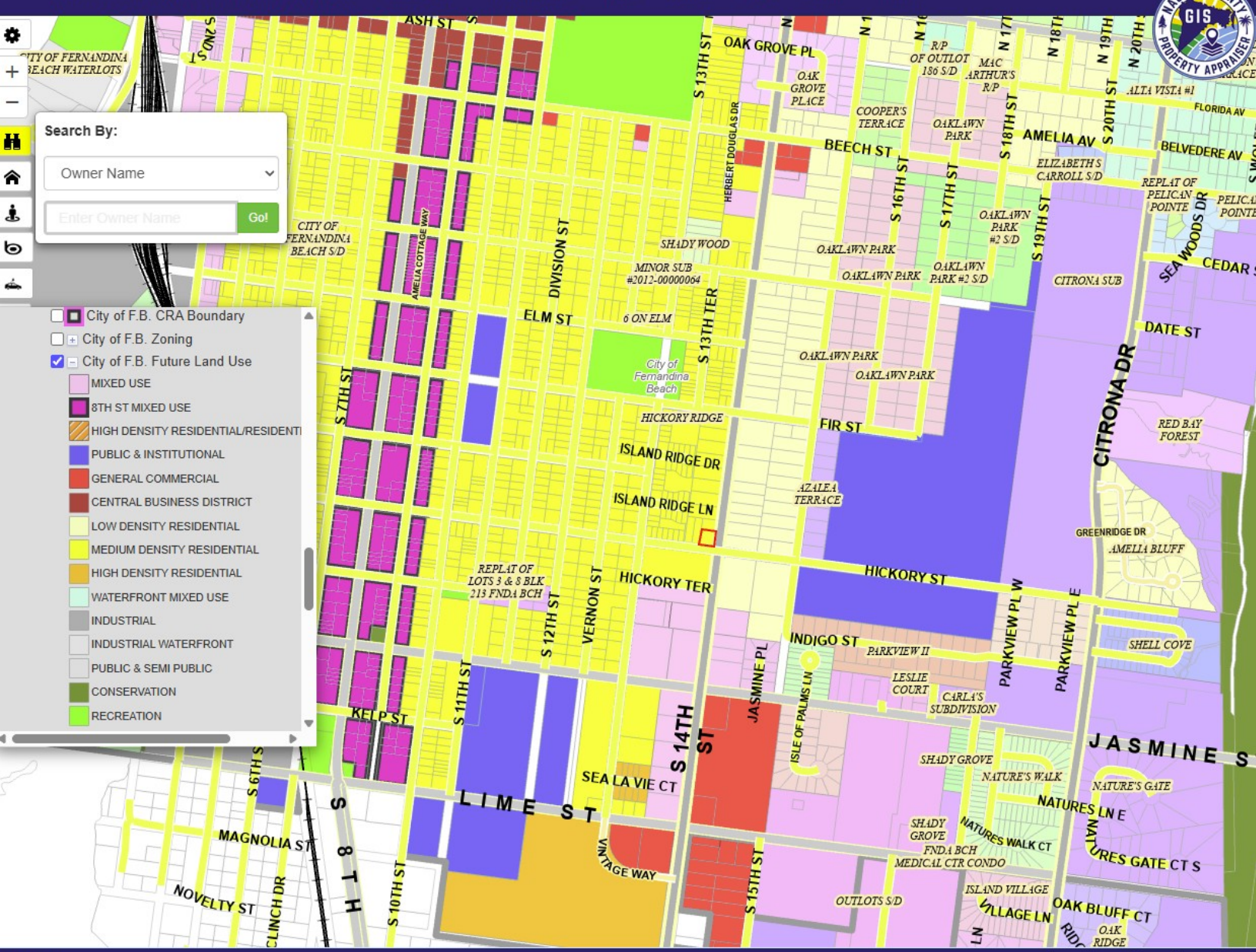
Respectfully submitted,

<i>Charity Weston</i>	dotloop verified 08/01/26 11:18 PM EDT VM6D-1EBN-UY4A-TU5P
-----------------------	--

Charity Weston
Authorized Agent for Amelia Concepts Rentals LLC

1 Results 🔍 ✨ 📄

Parcel ID:	00-00-31-1800-0240-0062
Calculated Acreage:	0.22
Deed Acreage:	0
Property Use	VACANT
Ownership Information	
Name	AMELIA CONCEPTS RENTALS LLC
Mailing Address	11323 PHILLIPS PKWY DR E STE 7 JACKSONVILLE, FL 32256
Situs/Physical Address	731 14TH ST



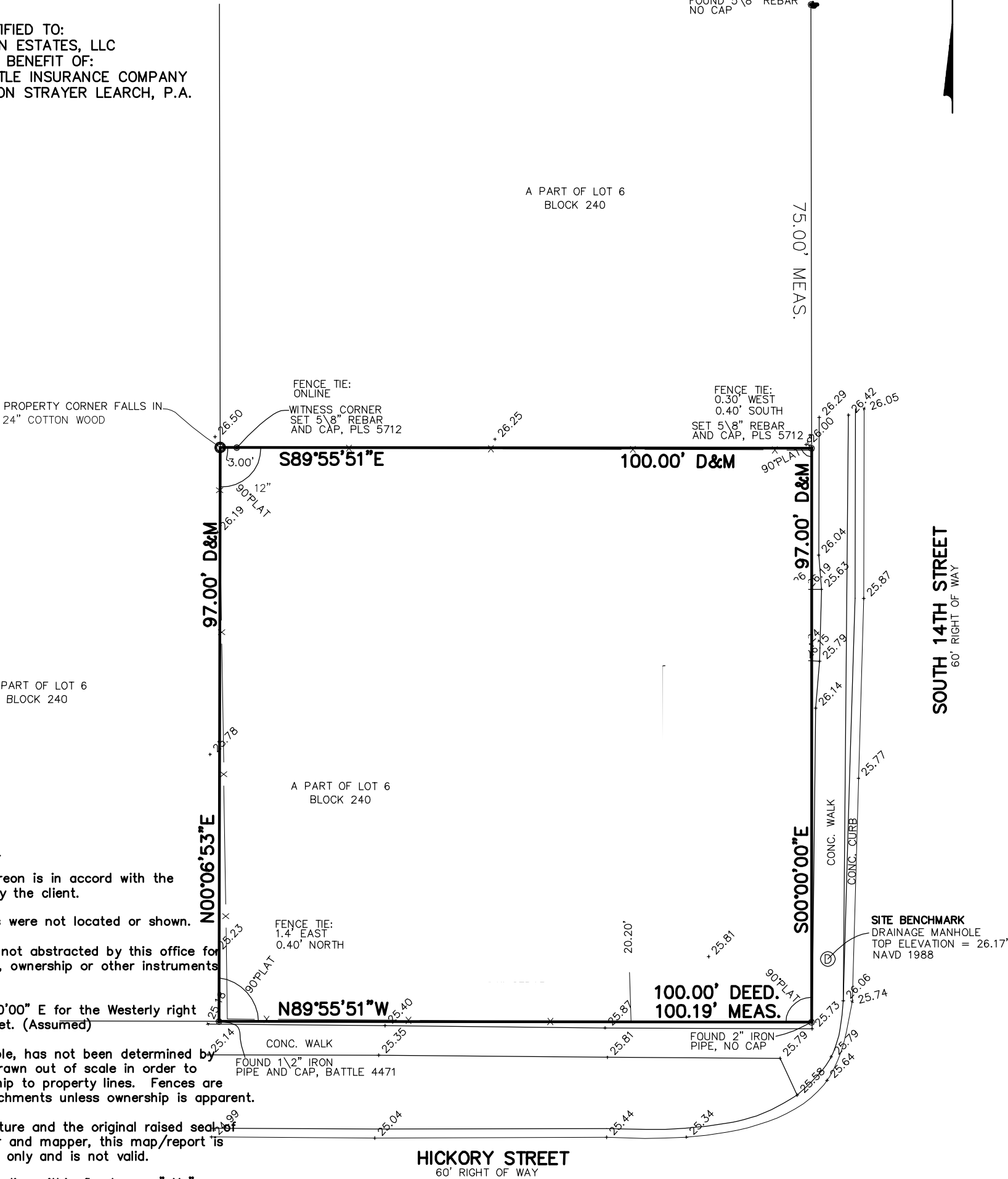
1 Results	
Property Use	VACANT
Ownership Information	
Name	AMELIA CONCEPTS RENTALS LLC
Mailing Address	11323 PHILLIPS PKWY DR E STE 7 JACKSONVILLE, FL 32256
Status/Physical Address	731 14TH ST
Values	
Land Value	\$202,002.00
Building Value	\$0.00
Other Value	\$0.00
Total Value	\$202,002.00

MAP OF BOUNDARY AND TOPOGRAPHIC SURVEY

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:

East One Hundred feet (E. 100.00') of the South Ninety-Seven feet (S. 97') of Lot Six (6), Block Two Hundred Forty (240), City of Fernandina Beach, Florida.

CERTIFIED TO:
RIVER GREEN ESTATES, LLC
FOR THE BENEFIT OF:
FIDELITY NATIONAL TITLE INSURANCE COMPANY
LAW OFFICE OF SHARON STRAYER LEARCH, P.A.



SURVEY NOTES:

- 1) The "Legal Description" hereon is in accord with the the description provided by the client.
- 2) Underground improvements were not located or shown.
- 3) Lands shown hereon were not abstracted by this office for easements, rights-of-way, ownership or other instruments of record.
- 4) Bearings based on S 00°00'00" E for the Westerly right way line, South 14TH Street. (Assumed)
- 5) Fence ownership, if aplicable, has not been determined by this office. Fences are drawn out of scale in order to accentuate their relationship to property lines. Fences are not deemed to be encroachments unless ownership is apparent.
- 6) "Unless it bears the signature and the original raised seal of a Florida licensed surveyor and mapper, this map/report is for informational purposes only and is not valid.
- 7) The property shown hereon lies within flood zone " X " as per F.E.M.A. Flood Insurance Rate Map, Panel 12089C0237G Dated 08-02-2017.
- 8) Unless otherwise noted Measured angles and distances are the same as Plat or Deed angles and distances.
- 9) This survey has been performed according to the standard of care to achieve the following accuraces for the following surveyed.
Surveyed Accuracy: 1 foot in 21698 feet
Commercial / High risk Linear Accuracy: 1 foot in 10000 feet
SOP Rule 5J-17.05(3) (B) (15) b.ii
- 10) All elevation shown hereon are based on the North American Vertical Datum of 1988. (NAVD 1988)

LEGEND —E—E— = AERIAL UTILITY WIRES A/C = AIR CONDITIONER AKA = ALSO KNOWN AS B.R.L. = BUILDING RESTRICTION LINE TV = CABLE TELEVISION PEDESTAL Δ = CENTRAL ANGLE C = CENTERLINE -x-x- = CHAIN LINK FENCE CB = CHORD BEARING CD = CHORD DISTANCE	CONC. = CONCRETE C.F. = CONCRETE FLATWORK CMP = CORRUGATED METAL PIPE E = ELECTRICITY METER ELEV. = ELEVATION F.F. = FINISHED FLOOR FH = FIRE HYDRANT G = GAS METER L = ARC LENGTH X = LIGHT POLE	MEAS. = MEASURED N.G.V.D. = NATIONAL GEODETIC VERTICAL DATUM O.R.B. = OFFICIAL RECORD BOOK P.I.N. = PARCEL IDENTIFICATION NUMBER P.O.B. = POINT OF BEGINNING P.O.C. = POINT OF COMMENCEMENT R = RADIUS RCP = REINFORCED CONCRETE PIPE R/W = RIGHT-OF-WAY S = SEWER CLEANOUT SM = SEWER MANHOLE	Ⓢ = STORM MANHOLE Ⓣ = TELEPHONE PEDESTAL —o— = WOOD FENCE Ⓜ = WOOD POWER POLE Ⓦ = WATER METER Ⓢ = WELL
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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.

BY:
ALAN FRANKLIN GLASS
FLORIDA REGISTERED SURVEYOR
MAPPER CERTIFICATE No. 5712

GLASS LAND SURVEYING, LLC

GLASS LAND SURVEYING, LLC
23884 CRESCENT PARK COURT, FERNANDINA BEACH, FLORIDA 32034
(904) 261-0128 * CELL (904) 370-0318
LICENSE BUSINESS NO. LB 8359

SCALE: 1" = 20'
DATE: 06-25-21
DRN BY: AFG
CKD BY: AFG
JOB NO: 21-164
F.B. NO: WAG2
PAGE NO. 60

LIGHTHOUSE BIBLE BAPTIST CHURCH



PUBLIC HOUSING



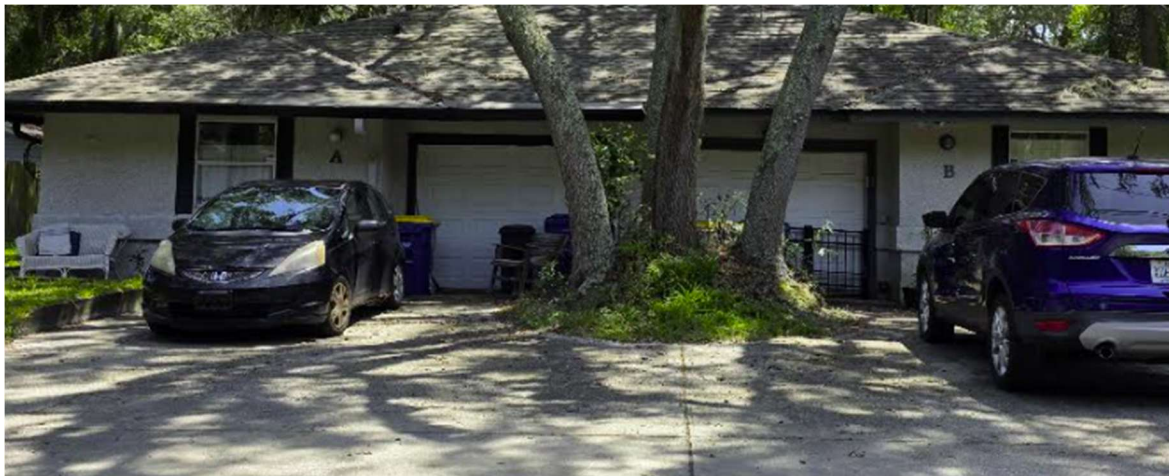
ATTACHED DWELLINGS



ATTACHED DWELLINGS



ATTACHED DWELLINGS



SINGLE FAMILY DWELLINGS



On Mon, Jun 29, 2026, 6:19 AM Margaret Pearson <mpearson@fbfl.city> wrote:

Charity,

Although the lot has the capacity for 3 townhomes, further approvals are necessary since there was previously a single-family home on the lot. We are working with Todd to obtain the required variances for this project.

Take care,

Margaret Pearson
Planning Manager
[City of Fernandina Beach](#)
[204 Ash Street](#)
[Fernandina Beach, Florida 32034](#)
(904) 310-3482 | mpearson@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**.

PLEASE NOTE: The City of Fernandina Beach will NEVER send an invoice requesting a wire payment. If you receive an invoice requesting a payment by wire, DO NOT PAY.
Please report to info@fbfl.city.

----- Forwarded message -----

From: Mia Sadler <msadler@fbfl.city>

Date: Tue, Jun 2, 2026 at 9:55 AM

Subject: Re: [BULK] Re: I need your help..

To: Charity Weston <cwestonrealestate@gmail.com>, Margaret Pearson <mpearson@fbfl.city>

Cc: Eddie Ezelle <arenachomes@gmail.com>, Todd Bates <toddabates1@yahoo.com>, Jason Higginbotham <jhigginbotham@fbfl.org>

Ms. Weston,

We have confirmed that three dwelling units could be supported by this land area based on a density calculation. However, there is another element to this project that is currently under review before your team can move forward with this project.

Please allow us some time to review the request and we will get back to you as soon as possible.

Thank you for your patience,

Mia

<image002.jpg>

Mia Sadler

Planner II

<image003.png> <image004.png> <image005.png> [City of Fernandina Beach](#)
[204 Ash Street](#)

Margaret Pearson

to me, Sylvie, Eddie, Todd ▾

Jul 17, 2026, 12:41 PM



Charity,

To proceed, you must submit an application for a variance regarding 1.03.05 Construction or Demolition of Structures on Combined Lots, as there was an one existing structure before the proposed construction of three (3) new units. We recognize that the title "Construction or Demolition of Structures on Combined Lots" might be confusing, but the section's text clearly applies to one individual lot.

"In order to maintain open space, visual corridors, neighborhood character, property values and visual attractiveness of residential areas, wherever there may exist a single-family detached residential unit or, a duplex structure or any auxiliary building or structure, including but not limited to, swimming pools, or any other improvement which was heretofore constructed on property containing **one or more platted lots** or portions thereof (excluding walls or fences), such lots thereafter constitute one building site and must be considered the "lot of record", and no permit will be issued for the construction of more than one residential dwelling unit on the site. All construction on the building site must comply with all existing zoning and density requirements."

Please refer to the link to application, calendar, and deadlines below. Just let us know if you have further questions. Take care,



OWNER'S AUTHORIZATION FOR AGENT REPRESENTATION

I /WE TODD BATES - MGR OF AMELIA CONCEPTS RENTALS, LLC
(print name of property owner(s))

hereby authorize: CHARITY WESTON
(print name of agent)

to represent me/us in processing an application for: VARIANCE
(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.

Todd Bates
(Signature of owner)

(Signature of owner)

TODD BATES
(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 24th day
of July, 2026, by Todd Bates.

[Signature]
Notary Public

Printed Name

My Commission Expires

Personally Known ☒ OR Produced Identification ☐ ID Produced: _____



Prepare by, record &
return to:

Wood & Smith, P.A.
303 Centre Street, Suite 100
Fernandina Beach, Florida 32034

Note to Clerk: This quit-claim deed is being recorded to correct an error in the Grantee's name in the warranty deed recorded at Book 2818, Page 1832, of the public records of Nassau County, Florida, which resulted in title being incorrectly vested. Documentary stamp taxes were fully paid at the time of recording the earlier warranty deed and therefore no documentary stamp taxes are being paid in conjunction with this quit-claim deed.

QUIT-CLAIM DEED

THIS QUIT-CLAIM DEED is made this 11th day of October, 2025, by and between **Amelia Concepts, LLC, a Florida limited liability company**, party of the first part or grantor, and **Amelia Concepts Rentals, LLC, a Florida limited liability company**, whose address for purposes of notice is: 11323 Phillips Parkway Drive East, Suite 7, Jacksonville, FL 32256, party of the second part or grantee.

WITNESSETH: That the party of the first part, for and in consideration of the sum of ONE AND NO/100 DOLLARS (\$1.00), and other good and valuable consideration, in hand paid by the party of the second part, the receipt whereof is hereby acknowledged, has remised, released and quit-claimed, and by these presents does remise, release and quit-claim unto the party of the second part, and their heirs, successors and assigns forever, the following described land, situate, lying and being in the County of Nassau, State of 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 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:

East One Hundred feet (East 100.00") of the South Ninety-Seven feet (South 97") of Lot Six (6), Block Two Hundred Forty (240), City of Fernandina Beach, Florida.

Parcel ID Number: 00-00-31-1800-0240-0062

SUBJECT TO COVENANTS AND RESTRICTIONS of record, if any, AND to taxes accruing subsequent to December 31, 2024.

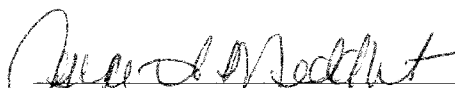
TO HAVE AND TO HOLD the same together with all and singular the appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of the said party of the first part, either in law or equity, to the only proper use, benefit and behoof of the party of the second part, their heirs, successors and assigns forever.

IN WITNESS WHEREOF, the party of the first part have hereunto set their hands and seals
the day and year first above written.

SIGNED, SEALED and DELIVERED

in the presence of:

Amelia Concepts, LLC
a Florida limited liability company


Witness #1 Signature
Print Name: Sage D. Middleton

By: 
Roger Todd Bates, Manager

Witness #1 Address:

303 Centre St., Ste 100
Fernandina Beach, FL 32034

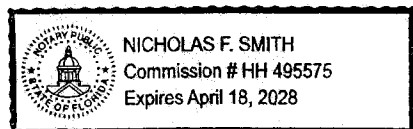

Witness #2 Signature
Print Name: Nicholas F. Smith

Witness #2 Address:

303 Centre St., Ste 100
Fernandina Beach, FL 32034

STATE OF FLORIDA
COUNTY OF NASSAU

The foregoing instrument was acknowledged before me by means of ☒ physical presence
or ☐ online notarization, this 1 day of October, 2025, by Roger Todd Bates, the Manager of
Amelia Concepts, LLC, a Florida limited liability company, ☒ who are personally known to me
or ☐ who have produced _____ as identification.




Notary Public, State of Florida
My Commission Expires:

IN WITNESS WHEREOF, the party of the first part have hereunto set their hands and seals
the day and year first above written.

SIGNED, SEALED and DELIVERED

in the presence of:

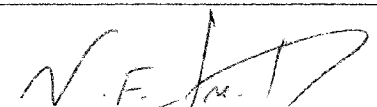
Amelia Concepts, LLC
a Florida limited liability company


Witness #1 Signature
Print Name: Jayce L. Middleton

By: 
Aaron Bell, Manager

Witness #1 Address:

303 Centre St., Ste 100
Fernandina Beach, FL 32034

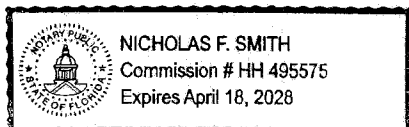

Witness #2 Signature
Print Name: Nicholas F. Smith

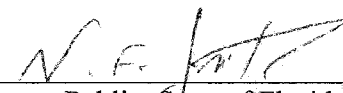
Witness #2 Address:

303 Centre St., Ste 100
Fernandina Beach, FL 32034

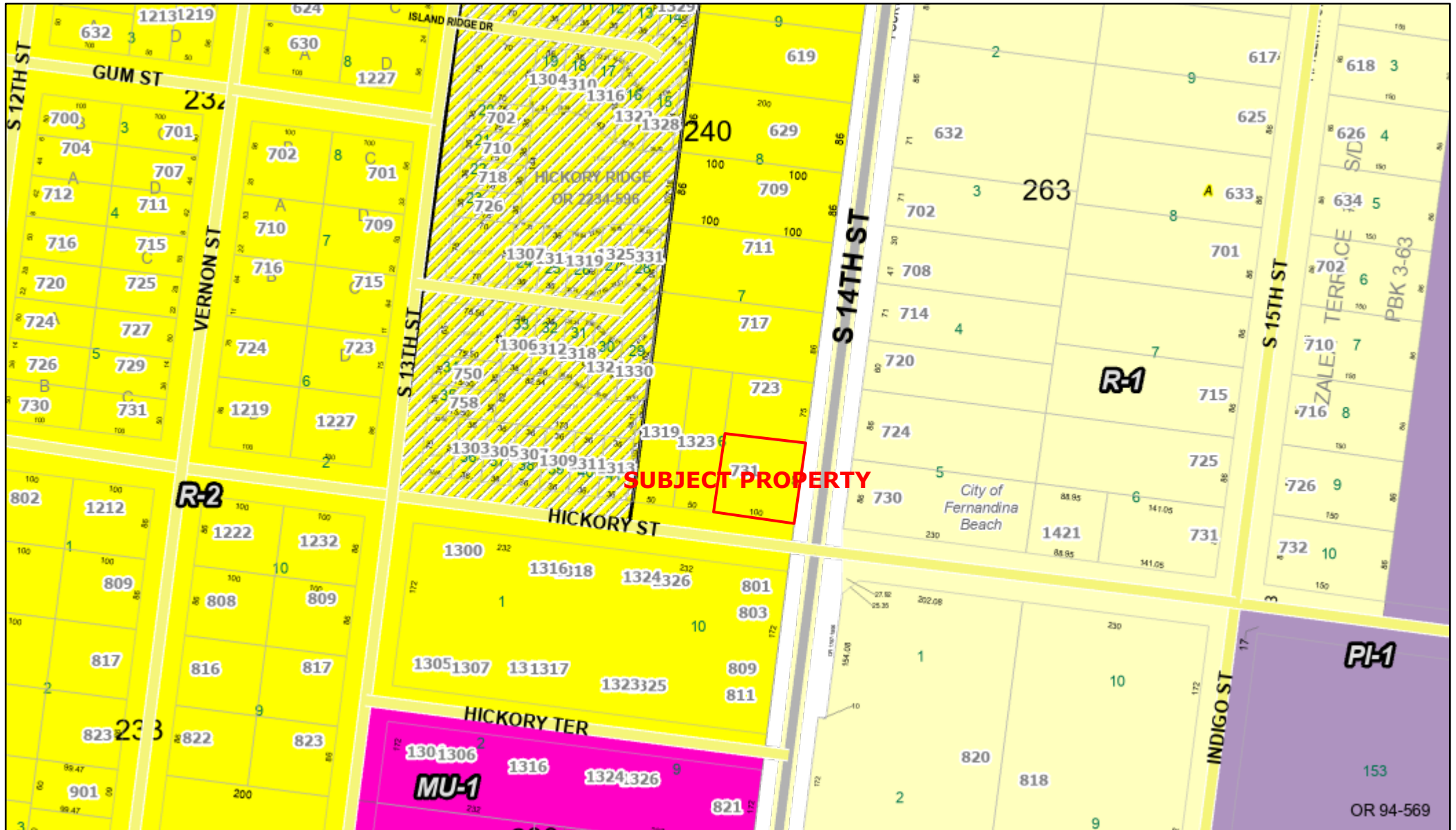
STATE OF FLORIDA
COUNTY OF NASSAU

The foregoing instrument was acknowledged before me by means of ☒ physical presence
or ☐ online notarization, this 1 day of October, 2025, by Aaron Bell, the Manager of Amelia
Concepts, LLC, a Florida limited liability company, ☒ who are personally known to me or ☐ who
have produced _____ as identification.¹⁵



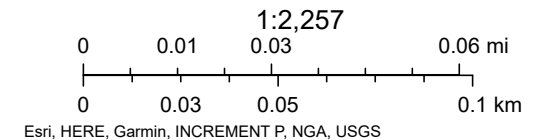
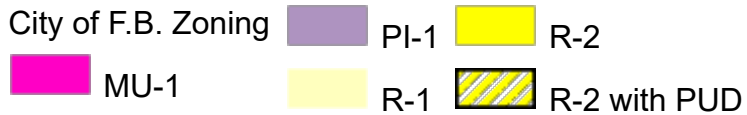

Notary Public, State of Florida
My Commission Expires:

BOA2026-0004 Zoning Map



August 24, 2026

City of F.B. Zoning





Duplex

Single-family homes

Subject Property

Church

Medical Office

Medium/
High
Density
PUD

Housing Authority of
Fernandina Beach,
multi-family housing



August 12, 2026

Chief James D. Stansbury,
Florida Department Commerce
Division of Community Development
107 East Madison Street
Caldwell Building, MSC 160
Tallahassee, Florida 32399-4120

Attention: Plan Processor Donna Harris

RE: The City of Fernandina Beach Evaluation and Appraisal Notification Determination

Dear Ms. Stansbury,

Pursuant to Section 163.3191, Florida Statutes, at least once every seven years, local governments must evaluate their Comprehensive Plans to determine if amendments are necessary to reflect changes to requirements in Section 163, Part II of the Florida Statutes since the last Comprehensive Plan update. The City of Fernandina Beach ("City") is required to submit the results of that review to Florida Commerce by September 1, 2026. In accordance with these provisions, the City of Fernandina Beach hereby submits our notification of necessary evaluation and appraisal plan amendments.

The following amendments will include, but not be limited to the following statutory changes:

- An update to the City's Planning Horizons to the required 10-year and 20-year period in compliance with Chapter 2023-31 [Section 163.3177, Florida Statutes].
- The Comprehensive Plan shall be amended to permit floating solar facilities within appropriate Future Land Use Categories, including the Industrial (IN) and Public & Institutional (PI) categories, where wastewater treatment ponds, stormwater treatment ponds, reclaimed water ponds, or other water storage reservoirs are located, in accordance with Chapter 2022-83 (Section 163.32051, Florida Statutes).
- Adopt a policy addressing affordable housing in compliance with Chapters 2022-176, 2023-17, and 2025-172 [Section 166.04151, Florida Statutes].
- The inclusion of Resiliency Facilities, defined as a public utility-owned site used to hold and deploy natural gas reserves during emergencies, as permitted uses in the General Commercial (GC), Industrial (IN), and Industrial-Waterfront (IW) Future Land Use Categories, in compliance with Chapter 2024-186 [Section 163.3210, Florida Statutes].
- Adoption of factors for assessing the compatibility of allowable residential uses within the Low Density Residential (LDR), Medium Density Residential (MDR), and High Density Residential



(HDR) Future Land Use Categories, in compliance with Chapter 2026-7 [Section 163.3194, Florida Statutes].

- The adoption of a policy to address the assessment of the feasibility of providing sanitary sewage services within a 10-year planning horizon for developments with over 50 lots and a density of more than one septic system per acres in areas of the City where central wastewater treatment is not available, in compliance with Chapter 2023-169 [Section 163.3177, Florida Statutes].
- The City will also adopt a new Goal for the Future Land Use Element establishing measures for public trust and citizen participation.

Other expected changes include an update to the Future Land Use Map Series and the re-transmittal of the City Water Supply Facility Work Plan and the associated comprehensive plan amendments in accordance with the Water Demand and Projections specified in the 2023 North Florida Regional Water Supply Plan. The comprehensive plan amendments tied to the City's 2025-2035 Water Supply Facilities Work Plan, adopted through Ordinance 2025-03, will only become effective once the State Land Planning Agency issues a final order declaring the amendments to be "in compliance" with Section 163.3184 of the Florida Statutes. This requirement has not yet been fulfilled. The City already adopted a Property Rights Element in 2021 (City of Fernandina Beach 21-02ESR). In addition to the compliance update, additional amendments will be included to address a recent community visioning exercise which is further explained in detail below.

The City of Fernandina Beach worked with the Northeast Florida Regional Council ("NEFRC") to conduct a series of community workshops to explore community issues and views for consistency with the City's Comprehensive Plan. Workshop participants described Fernandina Beach as a collection of small residential neighborhoods with distinct identities but limited interaction between them. Participants expressed interest in improving connectivity between neighborhoods while maintaining their individual character.

Participants of the workshops consistently emphasized preserving the City's small-town feel, neighborhood character, and quality of life while expressing concern that rapid growth and redevelopment are undermining those qualities. Residents discussed increased traffic, changes in development patterns, shrinking lot sizes, and homes being built closer together as examples of changes that are altering the community's character.

These comments will be memorialized in updates to the Comprehensive Plan Objectives and include, but are not limited to the Comprehensive Plan Sections 1.02, 1.04, 2.01, 2.02, 2.05, 2.07, 3.01, 3.02, 5.01, and 5.11. The City will prepare the amendments to the Comprehensive Plan based on the findings and transmit them to the Florida Department Commerce within one year of the date of this letter.



City of Fernandina Beach

Sarah Campbell

Office of the City Manager

scampbell@fbfl.city

Should you require additional information regarding this notification, please contact Margaret Pearson at 904-310-3482 or mpearson@fbfl.city.

Sincerely,

Sarah J. Campbell, ICMA CM
City Manager