



**AGENDA
TECHNICAL REVIEW COMMITTEE
REGULAR MEETING
APRIL 12, 2018
9:00 AM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
 - 3.1 REVIEW AND APPROVAL OF FEBRUARY 22, 2018 MEETING MINUTES
- 4. DISCUSSION ITEMS**
 - 4.1 CHANGE OF USE- 905 S. 8th Street, Therapeutic Solutions
 - 4.2 RIGHT OF WAY IMPROVEMENTS- Suwanee & Altoona Avenue
- 5. NEW BUSINESS**
- 6. OLD BUSINESS**
- 7. DEVELOPMENT INQUIRIES FROM APPLICANTS NOT ON THE AGENDA - DISCUSSION ONLY, NO ACTION TO BE TAKEN.**
- 8. COMMITTEE BUSINESS**
 - 8.1 SIGN OFF SPR 2017-05- Vintage at Amelia, Minor Amendments
- 9. ADJOURNMENT**

NEXT REGULAR TRC MEETING IS SCHEDULED FOR APRIL 26, 2018

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired).

1. CALL TO ORDER/ROLL CALL

Member Platt called the meeting to order at 9:06 a.m.

Members Present:

Michelle Forstrom	Don Kukla
Rex Lester	Juan Brown
Jake Platt	Sal Cumella
Andre Desilet	Jason Higginbotham

2. NEW BUSINESS**2.1 ST. MICHAEL'S CHURCH OFFICES & BUILDING RELOCATION, 505 BROOME STREET**

Jose Miranda, architect, spoke on behalf of the applicant. This proposal is a revision of an application previously submitted to the TRC. There are three properties in the proposal: 505 Broome Street, a non-contributing structure to the Historic District, 221 N. 5th Street, a historic building, and 224 N. 5th Street, built in 1998. The applicant plans to demolish the non-contributing structure at 224 N. 5th Street and construct a new foundation to move 222 N. 5th Street 35 feet north on the site to provide parking and build a new one-story parish administrative building. The historic building will remain. Variances for setbacks will be requested so that the buildings can align with others along Broome Street, and side yard setback. The new building is one story with multiple ADA compliant accesses. This would be a multistage process, and Mr. Miranda is looking for next steps.

Member Platt asked if a contact sensitive review had been done with the setbacks. Mr. Miranda felt that the HDC was the appropriate venue for this request.

Member Kukla asked how parking would be affected by construction. Mr. Miranda stated parking would have to shift north as parking would be tied up during construction. He stated that at one time, there was discussion about trying to have parking on one side of Broome Street only, but he was unsure of what had happened with that. Member Lester suggested writing a letter to City Commission to address the issue; and expressed concern with valet parking. Mr. Miranda replied that they had done a valet parking test with 42 spaces in order to get approval for the church expansion. There is still intent to use valet parking in the parking lot, although valet parking is not intended for every vehicle owner. There will be limited parking during the construction.

Member Platt asked about the time frame for construction. Mr. Miranda stated that everything was in the conceptual phase right now, and that it was dependent on approvals and fundraising. Member Lester asked about the sidewalks. Mr. Miranda stated that they added sidewalks on their property and St. Michael's was responsible for maintaining them, although they would be accessible to the public.

Member Platt stated that the issue of parking during construction needed to be resolved. Mr. Miranda asked if a full application was needed and Member Platt said yes, to be reviewed by HDC for conceptual approval.

The Committee discussed powerlines and suggested they be moved underground. Mr. Miranda stated the applicant would consider it.

2.2 CHANGE OF USE, 1008 ATLANTIC AVENUE

Ms. Erin Span, the applicant, spoke regarding her desire to turn the property, formerly a retail store, into a hair studio. She distributed sketches.

Member Platt stated that as far as change of use goes, there was no issue. Member Kukla stated that it had once been a hair studio previously, but that the applicant should make sure that any changes are useful and to check the ventilation and plumbing systems. Member Platt stated that impact fees were the purview of the Utilities Department, and Member Brown acknowledged that they had already been taken care of. Member Brown told the applicant they needed a backflow preventer (RPZ) by the road because of the chemicals used in a hair salon.

Member Platt stated that the applicant needed to get the proper construction permits but otherwise is approved with the TRC.

2.3 CHANGE OF USE, 17 S. 8TH STREET

Applicants Adrienne and Andrew Wallace, proposed to turn a building that was previously a Deli, but currently a residential property, into a hair salon. Ms. Wallace currently owns a business on Sadler Road and wants to move to a larger business. They provided a sketch.

Member Kukla asked if the applicants were working with a design professional. The applicants said they were not, and Member Kukla told them they should get one, especially since the building was reconfigured recently to be residential. The professional would assist them with a proper layout, assess any needs they may have, and reminded them to consider ventilation, and get a backflow preventer (RPZ). He stated that they needed to assess for ADA compliance as well.

Member Platt asked whether the applicants had reached out to Utilities, and the applicants had. He asked whether they were planning on having signage, and they stated yes, they were working with FastSigns to comply with Historic District guidelines. Member Cumella asked if any changes were planned to the building's exterior, and the applicant said there were not. Member Kukla suggested that all planned signage be added to one application to save time and cost. Member Forstrom reminded the applicants to make sure their business application was in. Member Lester asked about the dumpster nearby and the applicants stated it was not theirs. Ms. Wallace said that they recycled 95% and a company from Canada came in to pick materials up.

Member Platt asked whether there was a handicap space in the parking lot and they replied no. Member Kukla reiterated the need for a design professional to help them through all of these details. Member Desilet stated that at this time there were no drainage issues on the site as it is, but if they reconfigured anything for parking they would need to come in.

2.4 PREAPPLICATION FOR DEVELOPMENT, 1015 ATLANTIC AVENUE

Architect Xio Munoz Greif and Sitki Sipahi spoke on behalf of the applicant. The proposal is to turn the property from a convenience store to a four story residence. The ground floor would be parking, lobby, and rentable space and the other three floors would be condo residences with 9 units per floor so that the density would be less than the 28 designated for the zoning. The main entryway would be off Atlantic and be pedestrian friendly; the entrance to parking would be on the secondary street. No parking requirement currently but are planning 48 spaces including two handicapped. The rear portion of the lot is currently undeveloped. The trash location would be a separate room. For landscaping, the building is designed as an

L-shape to allow for green space and less massing. The pool deck will also have green space. They asked about the code requirement for shade trees, which would be 16 for the property. There are power lines they would like to bring underground. Member Lester stated that the power is a main transmission line and the right of way on Atlantic was owned by FDOT.

Member Desilet asked about the drainage plan. He stated that they would be required to follow St. Johns River Water Management District guidelines. The applicant showed proposed locations for signage. Member Platt asked how the rentable space was going to be built out, and Ms. Munoz Greif stated that it was going to be 2300SF and she envisioned something like a coffee shop going in that space. They were considering a communal roof terrace, which requires an elevator. Member Platt stated certain encroachments are permissible, there would have to be the elevator shaft and stairwell. He said that the City cannot approve trees in the right-of-way as it is owned by FDOT. Member Lester stated that trees in that location might be problematic for the power lines and underground utilities. They asked if they could contribute an amount to the City's tree fund if they cannot meet the shade tree requirement.

The applicant asked about any additional requirements. Member Lester stated that he thought it might be good to move the tree requirement to the parks across the street. The applicant stated the units would be 1 or 2 bedrooms. They asked about a fire pit and Member Higginbotham stated as long as it met requirements and was natural gas, not wood burning.

Member Platt wanted to confirm that there would be no driveway access on Atlantic Avenue and the applicant stated there would not be, they were planning on putting green space and extending sidewalk. He asked if street parking had been considered since there is no requirement for parking in C-3 zoning. The applicant stated the garage was for residents and staff, they didn't think they had enough room for parallel parking along the side street. Committee members asked where the retail space patrons were going to park. Member Platt asked if survey work had been done. Member Lester stated there was some discussion of creating a parking lot near there on City-owned property.

Member Desilet stated that the applicant would have to do a DOT drainage permit because the outfall is out to Atlantic Avenue. Member Kukla stated there were already some flooding issues in that area, and there is no City storm sewer. Member Platt asked when the applicants anticipated making a formal application and they stated they would like to in the next month. The applicant asked what they needed to bring with the application, and Member Platt stated as it was zoned C-3 and outside the Historic District they did not need architectural review. Member Higginbotham asked about the elevators, and said that a four story building pushed it into the state key system. Member Platt asked they submit the application and the staff would submit comments back.

3. OLD BUSINESS

There was no old business to discuss at this time.

4. DISCUSSION ITEMS

There were no discussion items at this time.

5. COMMITTEE BUSINESS

Member Desilet distributed stormwater plans for a drainage project on North 15th Street, including a tree removal plan on the last page.

There being no further business for the Board, the meeting was adjourned at 10:05am.

DRAFT

TECHNICAL REVIEW COMMITTEE
REGULAR MEETING MINUTES
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Approved by Jacob Platt, Planner