



**AGENDA
HISTORIC DISTRICT COUNCIL
SPECIAL MEETING
MAY 24, 2018
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER / ROLL CALL / DETERMINATION OF QUORUM**
- 2. APPROVAL OF MEETING MINUTES**
 - 2.1 REVIEW AND APPROVAL OF REVISED MARCH 15, 2018 MEETING MINUTES**
- 3. OLD BUSINESS**
 - 3.1 STEVE SKIDMORE, 327 N 4TH STREET (HDC 2016-32)**
Amendment to Certificate of Approval to add a drive at front yard and alter design of railings at top of accessory structure stairs. *(Quasi-Judicial)*
 - 3.2 GLORIA PAYNE C/O RICE ARCHITECTS, 20 S. 6TH STREET (HDC 2018-15)**
Certificate of Approval (COA) to demolish a non-contributing accessory structure and construct a new addition at rear of property. *(Quasi-Judicial)*
- 4. NEW BUSINESS**
 - 4.1 ST. MICHAEL CATHOLIC CHURCH C/O JOSE MIRANDA, 224 N. 5th Street (HDC 2018-13)**
Certificate of Approval (COA) to demolish a non-contributing 2-story primary structure. *(Quasi-Judicial)*
 - 4.2 ST. MICHAEL CATHOLIC CHURCH C/O JOSE MIRANDA, 222 N 5TH STREET (HDC 2018-19)**
Conceptual Certificate of Approval (COA) for the relocation and rehabilitation of a contributing primary structure. *(Quasi-Judicial)*
 - 4.3 ST. MICHAEL CATHOLIC CHURCH C/O JOSE MIRANDA, 222 N 5TH STREET (HDC 2018-12)**
VARIANCE from the Land Development Code (LDC) section 4.02.03(E) *Standards for Building Heights and Setbacks* to reduce front-yard setback from 25' to 9'9" and to reduce the side-yard setback from 20' to 5'0". *(Quasi-Judicial)*
 - 4.4 ST. MICHAEL CATHOLIC CHURCH C/O JOSE MIRANDA, 505 BROOME STREET (HDC 2018-18)**
Certificate of Approval (COA) for the demolition of a non-contributing primary structure. *(Quasi-Judicial)*

- 4.5 **ST. MICHAEL CATHOLIC CHURCH C/O JOSE MIRANDA, 505 BROOME STREET (HDC 2018-20)**
Conceptual Certificate of Approval (COA) to construct an approximately 6,300sf primary structure and associated parking lot. (*Quasi-Judicial*)
- 4.6 **ST. MICHAEL CATHOLIC CHURCH C/O JOSE MIRANDA, 505 BROOME STREET (HDC 2018-17)**
VARIANCE from the Land Development Code (LDC) section 4.02.03(E) *Standards for Building Heights and Setbacks* to reduce front yard setback from 25' to 15'. (*Quasi-Judicial*)
- 4.7 **REHA LONDON C/O WICKLESS CONSTRUCTION INC., 416 S. 7TH STREET (HDC 2018-23)**
Certificate of Approval (COA) to remove two windows on front elevation and change opening to accommodate a door and sidelight; replace one additional window. (*Quasi-Judicial*)

5. STAFF-APPROVED CERTIFICATES OF APPROVAL

- 5.1 **HAL LONDON, 19 S. 6TH STREET (HDC SA 2018-25)**
Continue existing shadowbox fence at north property line. 8' tapered to 4' height. Relocate existing wall sign on new section of fence facing north.
- 5.2 **LOFTS ON FIFTH, LLC, 19 N. 5TH STREET (HDC SA 2018-26)**
Removal of exterior mechanical items including: propane tank, a/c units, and support columns and piping.
- 5.3 **STEVEN CARVER, 110 S. 4TH STREET (HDC SA 2018-27)**
Repair/replace 6ft of shadow box wood fence.
- 5.4 **MONTIETH STEWART C/O PARKER CONTRACTING INC., 211 S. 7TH STREET (HDC SA 2018-28)**
Re-roof with galvanized 5V Crimp
- 5.5 **GILLETTE & ASSOC. C/O HARBOR VIEW-ARTISAN LLC, 117 S. 3RD STREET (HDC SA 2018-29)**
Construct 90 linear feet of retaining wall at north edge of property. (8" classic rock face block, gray)
- 5.6 **DAVID A. AUSTIN, 116 N. 4TH STREET (HDC SA 2018-30)**
Replace non-historic window sashes; install operable fixed-louver cedar shutters.
- 5.7 **STEVEN W. CARVER, 110 S. 4TH STREET (HDC SA 2018-31)**
Frame in north wall of garage and repair siding. Color/materials to match primary structure.
- 5.8 **STEVEN W. CARVER, 110 S. 4TH STREET (HDC SA 2018-32)**
Construct 14'x5' accessory structure. Color/materials to match primary structure.
- 5.9 **POZZI ENTERPRISES LLC C/O CALL CONSTRUCTION UNLIMITED, 302 ASH STREET (HDC SA 2018-33)**
New projecting sign and awning.
- 5.10 **CHADWICK J. WYKLE & MICHAEL T. FLANAGAN C/O RUSHING CONSTRUCTION, 310 ESCAMBIA STREET (HDC SA 2018-34)**
Replacement of non-historic posts & railings at front porch. 4x4 posts w/"X" design of railings. PVC coated mesh panels at east elevation only.

5.11 DONNA BALLARD C/O SAM FEATHERSTON, 816 ATLANTIC AVE (HDC SA 2018-36)

Repair siding, in-kind; paint exterior
porch ceiling- Water Lily OL668.2
windows - Kingston Aqua OL668.4
scalloped shakes - Coral Odyssey HGSW1075
square shakes - Indulgent Peach HGSW1076
lap siding - Coral Perfection HGSW1077
porch floor - Bermuda OL668.5

6. BOARD BUSINESS

6.1 HDC Alternate #2 Application Review and Recommendation to City Commission

1. Jose Miranda
2. Enrique P. (Ricky) Escalante

7. STAFF REPORT

7.1 Florida Trust for Historic Preservation - 5/17-5/19 Jacksonville

7.2 ATM standards

8. PUBLIC COMMENT

9. ADJOURNMENT

10. NEXT HDC REGULAR MEETING IS SCHEDULED FOR JUNE 21, 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). 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.

1. **Call to Order** – The meeting was called to order at 5:00 pm.

Roll Call/Determination of Quorum

Council Members Present

Chair Michael Harrison – Chair
Angela Jones Conway
James Pozzetta (Alt 1)

Robert Erickson
Michael Spino
Benjamin Morrison (Alt 2)

Council Members Absent

Vice Chair William Tilson (excused)

Others Present

Tammi Bach, City Attorney
Salvatore J. Cumella, City Preservation Planner
Samantha Rogic, Recording Secretary
Sylvie McCann, Recording Secretary

Chair Harrison welcomed new alternate Member Morrison and explained that he can ask questions and participate in discussion, but cannot vote. The Board sat alternate Member Pozzetta by voice vote.

2. **Approval of Meeting Minutes**

The minutes from December 21, 2017, were presented for approval. Chair Harrison asked Staff when they expected to be current with meeting minutes. Secretary McCann stated they were pulling resources and were hoping to be current by the April meeting. Chair Harrison stated that he wanted the City to put appropriate resources to get the work completed. Chair Harrison wanted to make two corrections to the minutes: on page 2, correct the spelling of “Machado” and also to capitalize “Old Town.”

A motion was made by Member Spino, seconded by Member Conway, to approve the minutes. Vote upon passage of the motion was taken by ayes and nays, and being all ayes, carried.

Chair Harrison asked the Board to disclose any ex-parte communications. Member Morrison stated he would abstain from item 4.2 of new business. City Attorney Bach explained that he wouldn’t vote as an alternate, but he would not participate in the discussion by abstaining. If a voting member were to abstain, an alternate member could be seated to vote on the issue at hand. The other members stated no communication other than emails received.

City Attorney Tammi Bach explained the quasi-judicial procedures. Secretary Rogic administered the oath to parties that were about to present testimony.

3. **Old Business**

3.1 **STEVE SKIDMORE, 327 N. 4TH STREET (HDC 2016-32)**

Certificate of Approval (COA) to amend COA to include changes that occurred during construction. (*Quasi-Judicial*)

Mr. Cumella presented the case as outlined in the staff report. He stated that this was an amendment to the COA to include changes in construction, and had been continued from the last meeting to allow the owner to address some of those issues provided from feedback at the last meeting. He listed the issues and their current status which included mechanical, windows, fencing, patio hot tub area, accessory structure stairs and roof, gutters, paint colors, circular driveway and walkway. The owner feels there are special conditions on the property for the driveway being near the port. Upon this analysis, Staff recommended approval of HDC 2016-32 with the conditions that the owner receives right of way use permit for curb cuts, and mitigation measure of repainting front of wall and add muntins to windows.

Steve Skidmore, owner at 327 N. 4th Street, stated that he was not aware of the approval needed for the right of way for the driveway, and that he was available to answer questions from the Board.

Chair Harrison wanted more information on water ingress question. Mr. Skidmore explained that they originally did not have the roof in the design of the addition, and the architect to make a smooth transition added siding instead of being open. The opinion of the owner and architect was that rain would run through and affect the electrical running through the area. Chair Harrison asked if there was evidence of that happening and whether the ceiling was affected. Mr. Skidmore stated not as of yet. Member Erickson confirmed that the roof was not part of the original plans, and asked what would happen if the roof was not there. Mr. Skidmore said that the water would come down and inside, that it was a studio apartment and connected to the main house. Member Erickson asked why it wasn't on the original plan, and added that the aesthetic looked like a 1970s house and not like anything in the historic period.

Chair Harrison wanted the massive blue wall removed, but it seemed as though the applicant wanted to continue with that. Mr. Skidmore stated he was willing to compromise. Chair Harrison stated he understood that, but as a point of clarification, the Board was under no obligation to accept any changes to the original plan approved by the Board. The Board wanted to reach a design that the community could feel comfortable driving past for the next 50-100 years and feel that it fitted in with the community.

Member Pozzetta discussed the half-wall elements, and reducing those to the minimum needed to keep water off the landing, and replace with railing where possible to increase the openness of the area. Mr. Skidmore asked for more clarification. Member Morrison reiterated that a combination of the half-wall and railing might be acceptable, and railing all around the porch.

Member Pozzetta asked about the paint color in front. Mr. Skidmore noted that he didn't necessarily want to have the same paint color in the front. If there was a secondary color, it could only be in the front so that the transition looked smooth at different angles, and appropriate use of trim with the secondary color. Mr. Skidmore stated he could change it back to the original blue.

Member Erickson asked about the potential for eliminating the second driveway by creating one extra-wide driveway. Member Spino clarified that the garage is on 4th Street and this front driveway is for guest parking. Mr. Skidmore stated there was no parking or sidewalks by his house, and he thought the circular driveway was safer with truck traffic. He also was concerned about the propane tank location and being able to service it. Chair Harrison stated that the photograph does not look like the drawing.

Member Morrison stated that from the updated exterior elevations, it looks like there should be more trim and graphics. Member Spino explained that they were in a "stop work" order due to the many changes from the approved plan and so that wasn't completed.

Chair Harrison then opened the public hearing.

Tammi Kosack, 322 N. 3rd Street, neighbor directly behind the lot of the property. She read a letter for the record seeking clarification on how the Community Development Department and the Boards work together for oversight of these projects. She specifically addressed the driveway on Dade Street, and that for fire department purpose, the address and driveway must be on 4th although the house faces Dade Street, and stated she didn't see a need for the secondary driveway. She felt that a letter from the architect after the fact regarding the addition of the roof was insufficient evidence for the design change. She gave examples of neighborhood homes that have not been able to make modifications or have come before the Board as new information came up prior to making major design changes and was unhappy that the owner was asking for permission after the fact. She was also concerned with the amount of impervious surface the new patio creates. She chose to buy her home in the historic district to have strict guidelines on building and renovation.

Ronaldo Christenson, 31 S. 10th Street, concurred with Ms. Kosack's comments and the necessity to maintain the Historic District at a specific level.

Mr. John Cotner, 1627 Atlantic Avenue, wanted to speak about the architect in this case, who is not listed as a DBPR professional architect. Member Erickson asked whether, as an architect, Mr. Cotner would have designed the roof. Mr.

Cotner replied he could not make that determination at the moment, but he does not believe that the letter is as credible since the author is not a certified design professional.

Mr. Skidmore stated that he tried to make the house fit in, and believed there were some mistakes made on the Board's side as well. He stated that the windows had originally been approved. He is willing to make some changes, including the railing system and paint color. He said that it is an unusual lot and so he wanted the driveway as a safety issue. He added that they were willing to do what they needed to do to move into their forever home and become part of the community.

Member Spino asked Mr. Skidmore which came first, the porch roof or the architect design. Mr. Skidmore thought that the design came in without the roof. Member Spino asked who added the roof in, and Mr. Skidmore said the architect had.

With no other speakers, Chair Harrison closed the public hearing and opened for Board discussion.

Member Erickson thought that the circular drive was inappropriate for this house and the neighborhood. Member Spino stated that the neighbors all have straight driveways, and the way the house was originally approved, there was a walkway from the street and garage on the 4th Street side. While there is some traffic, it wouldn't be considered busy. Member Conway was concerned about the variance needed for the driveway. Chair Harrison asked Mr. Cumella to clarify, and he stated that he suggested the applicant review the questions asked of a variance to show special circumstances to justify the driveway, but it is not a variance. Member Conway stated she did not see a special circumstance.

Chair Harrison wanted to discuss the hot tub issue. Member Spino stated that if it had come before the Board it probably would have been approved. Member Morrison expressed that it was of least concern.

The discussion then turned to paint colors with Member Spino stating that it was a massive blue house, but that he'd rather see one color than a patchwork of color. Member Pozzetta stated that his personal preference would be to have band board and two colors and with no band board approved with this application, he was reluctant to add something that was not previously approved, just as applicants should not add things that were not approved.

Member Erickson discussed his views on the roof and railing, he commented that he did not want it too tall; Member Morrison stated that the roof was draining onto the wall and it needed a dam or something to stop it. Member Pozzetta stated that their designer should have presented something to the Board so they could understand what they were approving and why.

Chair Harrison asked if the Board was recommending another continuance. Member Spino asked if we could give guidance and what would be acceptable to the Board. Member Pozzetta asked to construct a motion to meet all the concerns.

Chair Harrison was not convinced of the necessity of the roof. Member Morrison agreed, and stated it was a shame it wasn't gabled, but it was not bothersome enough to remove it. Member Erickson stated that roof wasn't the offensive part; it was the wall that was an issue. Member Morrison said that if the roof had come up for approval it may have been approved. Member Erickson stated he would not have approved it with that wall. The Board then reviewed elevations and photos.

Mr. Skidmore addressed the Board again, stating that he would lower the wall, open it with the rail. He wanted to compromise to prevent rain water getting in.

Mr. Cumella explained the full list of items the applicant was seeking approval for.

A motion was made by Member Pozzetta, seconded by Member Spino, to approve HDC 2016-32 with the following conditions: that exterior muntins be added to the windows, that a single color paint be used on the house, that the rear yard fence be a maximum of six feet high with previously approved design, that the HDC has approved moving the HVAC and the addition of the rear window, that the circular front drive be removed and the original walkway added as previously approved, that the stair landing wall between the home and accessory structure be reduced to one foot and open railing be installed to code requirement; and that the HDC make the following the findings of fact and conclusions of law part of the record this Amendment to case HDC 2016-32 with comments is substantially compliant with the Land Development Code, the Historic Downtown District Guidelines, and the Secretary of Interior Standards to warrant approval at this time. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

Member Pozzetta asked a question related to one of the public speakers – who checks the impervious materials as in the patio? Mr. Cumella stated that would be within CDD and that a permit has not yet been requested.

3.2 ANNE B. KAVANAUGH C/O BILL KAVANAUGH, 907 SAN FERNANDO STREET (HDC 2017-19)

Amendment to previously approved COA to reflect change in roofing materials from standing seam metal roof to 5-v crimp (*Quasi-Judicial*)

Mr. Cumella presented the case as outlined in the staff report.

Member Pozzetta asked why Staff could not approve this. Mr. Cumella explained that changes to Board-approved plans must come back to the Board.

Chair Harrison opened and closed the public hearing.

A motion was made by Member Erickson, seconded by Member Pozzetta, to approve HDC 2017-19 without conditions; and that the HDC make the following the findings of fact and conclusions of law part of the record that case HDC 2017-19 is substantially compliant with the Land Development Code, the Old Town District Guidelines, and the Secretary of Interior Standards to warrant approval at this time. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

3.3. CMR ISLAND PROPERTIES, 22 S. 8TH STREET (CORNER OF ASH ST. & 9TH ST.) (HDC 2018-02)

Conceptual Approval for the construction of 6 attached single-family townhomes. (*Quasi-Judicial*)

Mr. Cumella presented the case as outlined in the staff report, which is a continuation from the previous month. It presented changes from 10 units to 6 units which along with on street parking instead of garages. Some details were not in the conceptual approval but will be taken into consideration during the final approval phase. He showed the elevations of the proposed site plan. Chair Harrison asked about the location of the tree canopy and Mr. Cumella stated that the applicant had done a survey to accurately depict the tree canopy in plans. Upon this analysis, Staff concluded that the requested action was consistent with the Land Development Code, the Secretary of Interior Standards, and the Downtown Historic District Guidelines and recommended conceptual approval of case HDC 2018-02 with the condition that the applicant incorporates Staff and Board comments into the final design.

Member Erickson asked how this project compared with the project near the lumber yard. Mr. Cumella stated that the project was designed to look similar to storefronts on Centre Street, and this plan had changed dramatically from what had been proposed originally. City Attorney Bach explained that the comments from the public and Board related to the design not being similar to the neighborhood or other projects.

Member Spino asked whether a variance was required for the property, and Mr. Cumella stated that only variance would be the shade tree requirement, and the applicant, with this proposal, had addressed issues that would have required variances in the previous design. He clarified that the variance for the tree would come back as a separate item, that tonight was just conceptual approval, and the applicant would have to come back for final approval.

Mike McClosky, partner at CMR, the applicant, stated that they had listened to the comments from the first meeting and made a lot of changes in an attempt to meet the requirements.

Joel Ritzer, architect, spoke as to the changes that have been made to the design to respond to the Boards' concerns and community. He noted that the original mid-century modern design was a challenge and that they engaged a civil engineer for drainage. He also added the following subject matters, that they have talked to the neighbors and plan to continue conversations so they can be good neighbors as they reduced the density and garages which are significant concessions; that parking will be discussed further but that there were plans on adding on-street parking; that the structures will be 30-32 feet high with no roof decks; that they would add front porches that are accessed internally and that design elements would include gables and taller windows. The final presentation would include materials and colors, including James Hardy cement siding, cement shingle boards, composite roof, and colors which would be complementary, not matching with all trim being the same color. They believed the existing oak tree covered the shade tree requirement, however they would fill out the variance request. He also mentioned that the accent trees would be planted near parking as a buffer and streetscape texture.

Mr. Ritzer mentioned that they engaged an arborist, Early McCall, to give a management plan for the tree and building footprint and that there was a major crack in a tree limb which would have to be removed in order to balance the tree out.

Chair Harrison asked how close the structures would be to the tree canopy. Mr. Ritzer said they were pretty close but would defer to the arborist who may be at the next meeting. ***Chair Harrison stated that he would like to see how much of the canopy remains over the buildings. Member Spino suggested the Chair's inquiry implies that he would like to see a photograph with some drawings. Chair Harrison agreed.*** The Board discussed the drawings and would like to see the tree in relation to the buildings. Member Spino then brought up the tree on 5th Street where there is currently construction, and asked which foundation would be better for the tree – piers or slabs. Mr. Ritzer said they would review it and see if a hybrid would be possible.

Member Erickson observed that while they were proposing to leave the footprint of the old Fred's store, they were planning on removing half of the parking, and that might cause issues. He asked what they were planning on doing with the other buildings. Mr. Ritzer stated that the building was added on to, and at one point they proposed removing that addition, but it was not in this proposal. Additionally, the development is meant to be urban and higher density. Mr. McClosky stated that the existing buildings might be rented and are currently being used for storage as they don't need additional parking now. Member Erickson asked where future retail store's patrons would park. Mr. McClosky stated there was no requirement for parking and Mr. Cumella confirmed that the property is zoned C-3 with no parking requirement.

Public Hearing was then opened.

Peggy Lehosit, 1016 San Fernando Street, commented about the tree and that there was a misconception that the larger the tree, the harder it is to kill and that was not true. She stated that it was important to see Early McCall's tree report ***which will include photos with red lines indicating the limbs that are ok to remove-- providing an estimate of the tree canopy to be impacted*** and that there should be a tree protection zone in place prior to construction. The arborists involved at 5th Street had different opinions but they agreed on the protection zone. She also noted that there was a canopy limit on what can be removed.

Ronaldo Christianson, 31 S. 10th Street, considered himself an affected resident. He presented slides of owls that are living in the tree, and wanted to be considerate of the family already living there. He liked the new plans better than the last ones. He presented further slides concerning the safety of the tree and the lack of shade trees in the design. He was concerned about the height of the buildings and setbacks. He was happy to see the sidewalk but thought a study should be done on whether the parking should be parallel or 45-degree angle parking. Other concerns include trash and recycle bins accommodation. He felt badly for the Williams House and others as the property is not as well-crafted as the Victorian homes in the area.

Christopher Page, 103 S. 9th Street, owner of Williams House Bed & Breakfast, wanted to thank Mr. Christianson for being a spokesperson for the neighborhood and shared his concerns for his business. He thought that guests would not want to park far away from his business, and voiced concerns about the street parking for the project reducing parking available for his guests.

Kelvin Brown, 511 S. 6th Street, a member of First Missionary Baptist Church, wanted to make sure the property is developed to where the community can be proud of the area and asked the HDC to take their time to get it right the first time.

Sabrina Christianson, 31 S. 10th Street, voiced her support of proposed "Plan A", and reiterated that the tree needed to be protected.

Maria Page, 103 & 111 S. 9th Street, owner of Williams House, fell in love with the community and history of the town and house, and visits for those reasons. She explained that her home is a historic landmark and while she was happy with the design change, she had an issue with "Plan A". She didn't think a quadplex fitted in with the historical homes and suggested making them duplexes. She is concerned with the narrow street and parking, and asked for a further setback and additional trees be planted to help with privacy. She would like the tree protected and does not want to allow a variance for the shade tree requirement.

Public Hearing was then closed.

Chair Harrison asked for Board discussion. Member Erickson asked City Attorney Bach how the Board would be able to vote on the conceptual plan without knowing the outcome of the variance, or should they vote on the conceptual plan reflecting their feelings on the variance. City Attorney Bach stated that the variance would be a separate application and approval, and wanted time to consider the question. Member Erickson stated that this plan still does not have enough trees, and while it was much better than the first plan, it still looked sterile compared to the neighborhood.

Member Spino asked when the Board would be able to see its concerns addressed. Mr. Cumella stated that the plans were also being reviewed by the Technical Review Committee and some concerns were being addressed there. Member Spino stated that the concerns needed to be addressed to the HDC before approval by the TRC. He stated that all of the concerns had to be addressed before TRC approval. Mr. Cumella stated that this was an opportunity for the Board to give feedback. Member Erickson stated he didn't see all the concerns addressed and it looked like they were trying to fit too many things in that property. City Attorney Bach stated that the trees, parking, and those issues were out of the HDC's scope and they should be focusing on design, and if the Board approves this design, the trees and parking can be considered by other Boards.

Chair Harrison asked the Board their opinion of the quadplex versus a duplex. Member Morrison stated that he didn't think it was that long and setting the building back five feet would make much difference. Chair Harrison asked about the massing of the buildings, and Member Pozzetta discussed the many moving parts in a small area to try to make accommodations for trees, and added that the addition of the porches and the gables have helped soften and make it relatable to the community, and that adding a few trees and a sidewalk would also be an improvement.

Chair Harrison asked if 6 units were a reasonable number for this space. Member Spino discussed a scenario from a previous town and how after the neighbors pushed back on a project, an entirely different project came in and the neighborhood was not as nice as it used to be. He voiced his reluctance in pushing back and sees residential as the least intensive development that could possibly go on that site and that this developer was trying to protect the tree and take it into consideration, whereas other developers might bulldoze it. This is a fairly reasonable plan, although there are some concerns to be addressed, and he is in support of "Plan A" as presented.

Member Erickson asked if there were more units would it do some of the things that the Board might want. Other Board members were reluctant to change the plans that drastically. Chair Harrison stated that giving the go-ahead at this point meant six units and the basic design, with final approval on details later. Member Spino stated his support is contingent upon the height being no more than 30-32 feet, because anything taller would be incongruous. Member Conway wanted to know what would be the effect of the height on the canopy of the tree, and stated that was important to all.

Member Pozzetta commented on the materials that hardy lap siding was appropriate to the scale and type of the houses. He liked the idea of a hybrid foundation so the houses could look like they were on piers to tie into the community and wanted to see details from neighboring houses pulled in. Member Morrison agreed, and added that it would be beneficial to vary the style of the rail to break it up and pay attention to the quality and details of construction.

A motion was made by Member Spino, seconded by Member Conway, to approve HDC 2018-02 with the following conditions: that a tree study by an arborist be part of the next presentation; that concept A is the preferred model; that details and materials consistent with the neighborhood be presented, including a foundation with the appearance of piers; and that the HDC make the following the findings of fact and conclusions of law part of the record that case HDC 2018-02 is substantially compliant with the Land Development Code, the Historic Downtown District Guidelines, and the Secretary of Interior Standards to warrant approval at this time. Vote upon passage of the motion was taken by ayes and nays, as follow:

Member Conway	Aye
Member Spino	Aye
Member Erickson	Nay
Member Pozzetta	Aye
Chair Harrison	Aye

Motion carried.

3.4 ANDERSON, HOWARD & BAKER, LLC, AND GILSON & CAROLINE KILLHOUR C/O MEGAN CHISM, BLOCK 2 LOT 6, OLD TOWN (GARDEN STREET) (HDC 2018-04)

Certificate of Approval (COA) to construct a 2-story primary structure w/detached, 1-story accessory structure. (*Quasi-Judicial*)

Mr. Cumella presented the case as outlined in the staff report, a continuation from last month, and provided details as to changes in the design from the previous presentation. Upon this analysis Staff concluded that the requested action was consistent with the Land Development Code, the Secretary of Interior Standards, and the Old Town District Guidelines and recommended approval of case HDC 2018-04 with the following conditions: that the soffits, fascia and trim be wood or composite product, as vinyl products are not permitted in the Historic District.

Chair Harrison commented that the pattern of the lots being developed in Old Town is changing, from the corner lots to the interior ones, and these lots have no side street access. He wondered if the existing Old Town guidelines are sufficient for the development of interior lots and whether they should be revisited. He thinks the applicant should have a narrower home with parking on the side.

Member Pozzetta asked about the foundation plan for the appearance of piers and requested to see one.

Megan Chism and Dwayne Chism, spoke on behalf of the applicant. Mr. Chism stated that the inset for the foundation will appear flush with the front façade of the block, and that it would not be completely inset but not protruding. Member Erickson asked what material would be used and Mr. Chism responded that it would be concrete with the inset to give the appearance of a pier. Member Morrison wasn't sure they would be able to get the louvered panels inset. Mr. Chism stated he thought the Board would be happy with the outcome, and Member Pozzetta stated that what had been previously described was not acceptable, and that if the porches were piers it would work. Member Spino asked if there was a set standard, and Mr. Cumella stated there wasn't, but the guidelines dictated an elevated foundation and a pier foundation is traditional. In other cases, the pier block had been inset flush.

Chair Harrison asked about the elevation of the lot from the street and accessibility. Mr. Chism stated it would follow the natural grade lines and would be lowered to not be so steep. Chair Harrison stated that the neighboring lots would still be at grade level and they would need to bulwark the neighboring lots.

Public Hearing was then opened.

Jennifer Harrison, 1820 Someruelus Street, was disturbed with the build because the house takes up so much of the width of the lot, and stated that there was no place to put the car. There are restrictions on garages and carports in Old Town, and the reason is to prevent the domination of the street of the space and obstruction of vehicle. She added that there were many cottages being constructed that are narrow enough to accommodate a rear garage and the applicant should follow those guidelines.

Moirra Mead, 202 Estrada, stated that the guidelines state the proper placement of the building within the lot is essential to maintain the character of Old Town. She was concerned about the building size and parking.

Public was then closed.

Member Erickson asked why this was continued, and Mr. Cumella explained that there were issues with the garage and setbacks. Chair Harrison wanted to see a narrower home and a rear garage. Member Spino asked how wide the lot and home were, and Mr. Cumella replied 46 feet with 5 foot easements on both sides. Member Erickson wanted to know what had been approved in that area previously, and Mr. Cumella stated that previous applicants with interior lots had narrower homes with rear garages. Member Morrison commented on the aesthetic and did not like the rounded louvres and panel of columns along with the window roof detail. Member Pozzetta agreed and added that they would need to account for water in that area, and did not think the columns should be wider than the piers. Member Morrison thought the windows were not proportionate. Member Erickson wanted to address the size of the house for the lot, and did not want to set precedent to approve something that big on the lot. Member Morrison stated that if the project was consistent with the Land Development Code as far as setbacks he wasn't sure if they could reject it. Other members stated they could. Mr. Cumella stated that this house is consistent as to size but not width as to what had been previously built.

Chair Harrison reopened the public hearing to allow additional residents to speak.

Sharon Mock, 212 Estrada Street, was sworn in, and then spoke about the character to Old Town and that this project bothered her because it seemed to go against the work being done to preserve the neighborhood.

Mr. Chism commented that the guidelines for rear garages and driveways set limit to the amount of usable space. He did not really understand why the garage couldn't be in front.

Member Spino moved that the case be continued at this time to give the applicants time to review the comments. Member Spino pulled his motion as there was not consensus among the Board. Mr. Chism expressed that he was perplexed since they had Staff recommendation of approval and they aren't clear as to what the council wants. Chair Harrison stated that the Staff writes their report based on the guidelines and the Council bases its decision on the reports plus other factors for the final decision. City Attorney Bach asked the Board to express their concerns clearly so that the applicant can have feedback.

Member Pozzetta looked at the foundation plan as it did not show articulation, which came up last month. He feels that the foundation plan should show piers or appearance of piers, and would not approve until that is shown. He also wanted detail and materials on the louvers.

Member Spino commented on the concern of the neighbors regarding the size of the building on the lot.

Chair Harrison showed concern with the width of the house and would like parking on the side or rear. He also didn't like the vinyl or style of the house and also had concerns about the elevation above grade.

Member Erickson thought the house took up too much of the lot and was too far to the front. Additionally, he would rather see parking on the side or rear. He mentioned that he plans on driving around Old Town too with Mr. Cumella to learn more about the area.

Member Conway is concerned with the piers and the column size, and stated she preferred parking on the side or rear.

Member Morrison asked whether the applicant had been given feedback at the previous meeting regarding the width of the house. The Board didn't think so; Member Morrison was fine with the width and the applicants have done due diligence. He thought it would be hard to park in the rear to get in and out.

Chair Harrison asked the applicant if April 19 would be enough time and noted that revised drawings would be required within two weeks. Member Pozzetta stated that the decks should be on piers along with louvered panel to simulate the piers on the sides.

A motion was made by Member Spino, seconded by Member Erickson, to continue HDC 2018-04 to the April 19, 2018, meeting. Vote upon passage of the motion was taken by ayes and nays, being all ayes, carried.

4. New Business

4.1 DAVIS & YAYOI BURBANK C/O THE STOKES COMPANY, BLOCK 4 LOT 7 OLD TOWN (WHITE STREET) (HDC 2018-07)

Certificate of Approval (COA) to construct a 998SF primary structure. (*Quasi-Judicial*)

Member Morrison recused himself.

Mr. Cumella presented the case as outlined in the staff report being a new construction on White Street, and provided details as to changes in the design from the previous presentation. Upon this analysis Staff concluded that the requested action was consistent with the Land Development Code, the Secretary of Interior Standards, and the Old Town District Guidelines and recommended approval of case HDC 2018-07 with the following conditions: that the applicant provide clarification of the height, lot coverage, mechanical relocation, and the lattice material, which can all be done as staff approval with the Board's permission.

Member Morrison stated that he recused himself for the following case but was able to discuss this one.

David Burbank, the applicant, made himself available for questions. Mr. John Stokes, representing the applicant, also was available.

Chair Harrison asked why the house was so far back on the lot. Mr. Burbank stated that he wanted room to drive in and out of property, and proposed a dormer to get a view of the river. Member Spino stated that it looked about 35 feet back. Mr. Stokes stated that it was sided by the Pippi Longstocking house and in order for the Burbanks to have a view they had to set the house back. Member Spino stated it seemed inconsistent with HDC guidelines, which encourage to site property along Front Street. Member Pozzetta asked about the foundation system. Mr. Stokes stated it was masonry stem wall, concrete block, attaching cedar lattice material. The porch railings would also be painted wood.

Member Pozzetta stated the shutters looked a little small. Mr. Stokes stated this was similar to a house on Broome Street he did, but they could accommodate the Board's request to make them half the width of the window. Member Erickson asked if it was intentionally plain. Mr. Stokes stated this was the vision of Mr. and Mrs. Burbank. Member Erickson also commented that the parking was planned in front, and the last applicant was told to put it to the side or rear. Mr. Stokes stated that it appeared as though many homes in Old Town had front parking. Chair Harrison stated that if they have shutters on some windows, they should have shutters on all. Mr. Stokes said that was just an oversight.

Public Hearing was then opened.

Peggy Lehosit, 1016 San Fernando Street, thought that it was a cute house, but did not like where it was being put. She was concerned about the mature trees that would have to come down.

Jennifer Harrison, 1820 Someruelus Street, was concerned with the proper placement of the building and commented that new primary structures should front the street. She didn't see the advantage of having the house set so far back, and would like to see a gable on the back.

Mr. Burbank asked to speak to the issues. He explained that they wanted to move the house back because there is a telephone pole in the way and that the old trees were dead and though he hated to cut the trees, it was probably time for them to come down anyway. He added that they will follow recommendations. Chair Harrison stated that one of the problems with the location is that in the future, someone might come along and want to put a structure between the house and the street. He recommended sticking to the guidelines and moving the house forward.

Pat Taylor, 215 Amelia Street, whose property abuts the subject property, has three concerns: the setback, which has been discussed then the large cedar tree on the west side which she mentioned should be protected, and the utility pole guide wires which may impede access to the property. Chair Harrison thought that FPU might move the pole to accommodate homeowners.

Moirra Mead, 202 Estrada Street, also took issue with the setback, stating that new structures are required to front the street, and her home, constructed in 2016, had to adhere to the 5 foot setback. She also had a problem with the batten siding, and noted that she knew of no other examples of that siding in Old Town. She also noted that she did not like the parking at the front of the house. Mr. Cumella commented on the siding, saying that it was allowed on other structures in Old Town, and that there was not specific prohibition.

Mr. Stokes commented that if the house was moved forward, some trimming of the cedar tree would be necessary.

Public Hearing was then closed.

Member Morrison wanted the front window to be centered, and preferred to run the lattice horizontally or vertically as opposed to at an angle. Member Pozzetta commented that he liked that the applicant was using wood and it was an appropriate style, and with a few minor details the house would be a good addition. Mr. Stokes wanted to clarify the Board's recommendations for changes being to move the house forward with a minimum setback of five foot, perhaps in line with the Pippi Longstocking house and address the button pattern.

Chair Harrison then reopened the public hearing.

Jennifer Harrison, 1820 Someruelus Street, mentioned that there was an item in the guidelines that said that driveways should not be side by side.

Chair Harrison closed the public hearing.

A motion was made by Member Spino, seconded by Member Pozzetta, to continue HDC 2018-07 to the April 19, 2018, meeting. Vote upon passage of the motion was taken by ayes and nays, and being all ayes, carried.

4.2 GLR TRUST AGREEMENT, MICHAEL H. HUFFMAN & KAREN L. HUFFMAN C/O COTNER ASSOCIATES, 303 CALHOUN STREET (HDC 2018-08)

Certificate of Approval (COA) to construct two accessory structures totaling 1,000 SF and covered walkway to primary structure. *(Quasi-judicial)*

Member Morrison abstained from this item.

Mr. Cumella presented the case as outlined in the staff report, and explained that this COA was approved back in March 2017, was set to expire without any more extensions and was being presented for approval as a new case. Upon this analysis Staff concluded that the requested action was consistent with the Land Development Code, the Secretary of Interior Standards, and the Downtown Historic District Guidelines and recommended approval of case HDC 2018-08 without conditions.

Mr. Cotner spoke on behalf of the applicant, and commented on the HDC process, and that several applicants came unprepared and needed to bring design professionals. He stated that the only change is for code regulations.

Chair Harrison asked why the applicant hasn't moved forward and Mr. Cotner explained that they had several properties and had been working on those.

Public Hearing was opened and then closed.

A motion was made by Member Erickson, seconded by Member Conway, to approve HDC 2018-08 without conditions; and that the HDC make the following the findings of fact and conclusions of law part of the record that case HDC 2018-08 is substantially compliant with the Land Development Code, the Historic Downtown District Guidelines, and the Secretary of Interior Standards to warrant approval at this time. Vote upon passage of the motion was taken by ayes and nays, and being all ayes, carried.

4.3 JEFFREY HASKETT C/O MICHAEL RICHARDSON, 122 S. 6TH STREET (HDC 2018-09)

Certificate of Approval (COA) to construct 180 SF screen room addition at rear of home. *(Quasi-judicial)*

Planner Cumella presented the case as outlined in the staff report. Upon this analysis Staff concluded that the requested action was consistent with the Land Development Code, the Secretary of Interior Standards, and the Downtown Historic District Guidelines and recommended approval of case HDC 2018-09 without conditions.

Jeffery Haskett, applicant, was present for questions.

Public Hearing was then opened.

James Shroads, 119 S. 7th Street, stated that he lives in one of the Egmont homes in the area and his property abuts this property. He noted that he supports the project, as the other neighbors. He recommended that this item be approved.

Constance Scott, 123 & 127 S. 7th Street, was sworn in, and stated she was a neighbor and was in agreement with the proposal.

Public Hearing was then closed.

Member Morrison asked about the materials being used and Mr. Cumella stated there were no specific guidelines.

Mike Richardson, architect for the applicant, produced the design and drawings.

A motion was made by Member Conway, seconded by Member Spino, to approve HDC 2018-09 without conditions; and that the HDC make the following the findings of fact and conclusions of law part of the record that case HDC 2018-09 is substantially compliant with the Land Development Code, the Historic Downtown District Guidelines, and the Secretary of Interior Standards to warrant approval at this time. Vote upon passage of the motion was taken by ayes and nays, and being all ayes, carried.

5. Board Business

There was no board business to report.

6. Staff Report

6.1 PRESENTATION – 101 N. 2ND STREET (C.H. HUOT 1882 BUILDING)

Mr. Cumella presented a report on the history and condition of the “Standard Marine Building” as requested by the HDC. The Code Enforcement Manager and Mr. Cumella recently did a site visit and saw that the roof had failed, that there were missing windows, and that there were several other code violations and that the building is deteriorating. He then mentioned that there was a part of the LDC that addresses demolition by neglect. Staff recommends to the HDC that we make a finding of demolition by neglect and refer the case to the Code Enforcement and Appeals Board.

Chair Harrison asked if any audience members could speak to the finding of Demolition by Neglect and its implications to the Downtown area. City Attorney Bach stated she did not think the community would want the building demolished because of the historic value and that the private property owner may not want to sell it, but the City can possibly take action.

Member Morrison stated that this property might be more valuable to the owner without the building, which does not incentivize him to repair it. Mr. Cumella stated that it had been vacant since the 1980s and was at a tipping point where the community could lose the building, even though it is not in the Historic District.

Arlene Filkoff, Director of the Main Street Program, has reached out to the owner of the building to urge him to put the building in the historic district. The owner does not want to work on this building, and does not believe anything is salvageable besides the four walls. He is firm in that stance.

A motion was made by Member Spino, seconded by Member Erickson, to make a finding of Demolition by Neglect for the property at 101 N. 2nd Street known as the C.H. Huot 1882 building, and refer the case to the City of Fernandina Beach Code Enforcement and Appeals Board. Vote upon passage of the motion was taken by ayes and nays, being all ayes, carried.

Suann Thamm, 404 Broome Street, asked Ms. Bach what the consequences would be if the property being found in Demolition by Neglect, changed ownership. Ms. Bach stated that the liens and findings stayed with the property.

6.2 HISTORIC RESOURCE ASSESSMENTS

Mr. Cumella presented preliminary assessments on historic properties. He also announced that the Friends of Bosque Bello Cemetery would be meeting and asked for Board participation. Member Conway volunteered to represent the HDC.

7. Public Comment (Items not on the Agenda)

Chair Harrison commented that he thought it was time to revisit the Old Town Historic Guidelines. Mr. Cumella agreed and suggested setting up a workshop.

8. **Adjournment** - There being no further business to come before the Historic District Council, the meeting was adjourned 9:19 pm.

Samantha Rogic, Secretary

Michael Harrison, Chair



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2016-32 AMENDMENT
MAY 24, 2018

Owner/Applicant:	Steve Skidmore				
Property Address:	327 N. 4th Street				
Requested action:	Certificate of Approval (COA) to Amend COA to add a drive at front yard and alter design of railings at top of accessory structure stairs				
Current zoning:	R-2				
FLUM land use category:	Medium Density Residential				
Existing uses on the site:	Single-Family Residential				
FL Master Site File #	N/A				
Year Built:	N/A				
Contributing Status:	Non-Contributing				
Adjacent Properties:	North	Single-Family Residential	R-2		
	South	Vacant	R-2		
	East	Vacant	R-2		
	West	Vacant	R-2		

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



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

HDC 2016-32 Amendment was approved March 13, 2018.

The applicant is requesting to amend the COA to allow for the creation of a driveway in the front-yard, and modifications to the railings at the top of the exterior stairs to the accessory dwelling.

CASE HISTORY	
Date	Action
12/15/2016	HDC 2016-32 heard before the HDC and approved
01/10/2018	Responding to citizen concerns, staff conducted a site visit and found work being performed beyond the scope of the approved COA
01/11/2018	Stop work order placed on all exterior work by Building Department
01/16/2018	Applicant paid an After-the-fact fee of \$750 and submitted application to seek approval for amendments to HDC 2016-32
02/15/2018	HDC 2016-32 Amendment heard before the HDC – continued to March 15, 2018
03/15/2018	HDC 2016-32 Amendment approved with conditions: 1. Exterior Muntins (grilles) be added to windows; 2. Front porch wall be painted blue, as originally approved; 3. 6 foot wood fence approved as presented; 4. HVAC moved to location under garage stairs; 5. Window are rear gable approved as presented; 6. Railing at stair landing of garage apartment to be solid for no more than 1 foot with open railing up to 3' height; 7. Circular driveway to be removed.

APPLICABLE GUIDELINES:

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

- A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**
Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
- The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.**
Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
- Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.**
Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
- Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.**
Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
- Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.**
Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
- Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in**

design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

Findings: Complies ☐ Does not Comply ☐ N/A ☒

7. **Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.**

Findings: Complies ☐ Does not Comply ☐ N/A ☒

8. **Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.**

Findings: Complies ☐ Does not Comply ☐ N/A ☒

9. **New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.**

Findings: Complies ☒ Does not Comply ☐ N/A ☐

10. **New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**

Findings: Complies ☒ Does not Comply ☐ N/A ☐

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE

2.02.03 Historic District Overlays

The Historic District Overlays are intended to preserve the form, function, image, residential balance, and ambiance of the historic Centre Street and surrounding area as the ceremonial, civic, and cultural center of the City. The Overlays also cover the Old Town Historic District as well as the Amelia Island Lighthouse, Oxley-Heard Funeral Home, and Peck Center. The Historic District Overlay Boundaries are incorporated by reference through City of Fernandina Beach Ordinance numbers 526, 749, 846, 1995-12, 1997-24, and 2010-24. Areas within the Historic District Overlays shall be planned and managed following the guidelines established for the construction and renovation of buildings and use of land within the Historic Districts.

7.01.01 Access and Driveway Design Requirements

The following standards shall apply to all driveways or access points from a lot or parcel onto a public street:

- A. The maximum number of access points for a lot is set forth in Table 7.01.01(A).
- B. Platted lots of record on the effective date of this LDC which have fewer frontages than required in Table 7.01.01(A) shall be allowed one (1) access point.
- C. No point of access shall be allowed within 100 feet of the intersection of the centerlines of any public street, except for single-family dwellings located on local streets intersecting with a local street, where the minimum separation shall be fifty (50) feet.
- D. Access ways or driveways for corner lots shall be located on the street with the lower functional classification.
- E. Driveways shall comply with the following standards:
 - a. Residential driveways shall be a minimum of twelve (12) feet in width and a maximum of twenty (20) feet in width.
 - b. Non-residential driveways shall be twenty-five (25) feet in width; when two (2) or more uses share a driveway, the width may be increased to thirty-five (35) feet. When a landscaped

- median is provided, the total width shall not exceed fifty (50) feet.
- c. The minimum inside turning radius shall be fifteen (15) feet. No part of the turning radius shall extend over the property line.
- F. Concrete shall be 3,500 PSI with fiber and six (6) inches in depth in all rights-of-way.
- G. The alley and driveway easements are to the property line of structures served and are not required inside the property line.
- a. For residential subdivisions on any local roadway, a secondary access may be provided through an easement for emergency vehicles.
 - b. For residential subdivisions on a cul-de-sac;
 - c. The maximum number of lots shall be limited to twenty (20); and
 - d. The maximum length of the cul-de-sac shall be limited to 800 feet.
- H. No curbs shall be cut or altered, and no points of access or openings for vehicles onto a public street shall be established, without a permit issued by the City.
- I. Approval from FDOT or the County is required for any access onto a road under their jurisdiction.
- J. The location, design, and construction of driveway connections shall comply with the FDOT Roadway Traffic Design Standards
- K. All driveways shall be designed and constructed to comply with all drainage standards of the City and shall be improved with a permanent paving material.

8.00.01 Intent

It is declared as a matter of public policy that protection, enhancement, perpetuation and use of sites of aesthetic, archaeological, architectural, cultural, historical and paleontological merit or value is in the interests of the health, prosperity, safety and welfare of the people of Fernandina Beach. The City Commission finds that the irreplaceable loss of these resources to the community would detrimentally affect the community as a whole. It is therefore the intent of this chapter to:

- A. Effect and accomplish the protection, enhancement and perpetuation of buildings, structures, improvements, sites, districts, landscape features, and archaeological and paleontological resources that represent distinctive elements of the City's architectural, cultural, economic, natural, political, prehistoric, religious, scientific, and social history;
- B. Safeguard the City's architectural, cultural, economic, natural, political, prehistoric, religious, scientific and social heritage, as embodied and reflected in such structures, sites, and districts;
- C. Foster awareness and pride in the accomplishments and events of the City's past;
- D. Protect and enhance the City's attraction to residents, tourists, and visitors, and serve as an economic stimulus to business and industry;
- E. Stabilize and improve property values and encourage compatible redevelopment;
- F. Enhance the visual and aesthetic character of the City; and
- G. Promote the use of individual structures, sites, and districts for the education, leisure, and welfare of the people of Fernandina Beach.

8.00.03 Relationship to Comprehensive Plan

The following standards implement Goal 11: Historic Preservation Element of the Fernandina Beach Comprehensive Plan to identify, preserve, and protect historic and cultural resources within the City.

8.01.01.01 Standards for Development in the Historic District Overlays

- A. The review of proposed development within the Historic District Overlays shall be based upon the latest edition of Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings from the U.S. Secretary of Interior.

- B. The review of proposed development within the Historic District Overlay shall also be based upon compliance with the Downtown Historic District Guidelines, dated December 1999, as amended from time to time. The review of proposed development within Old Town shall be based upon compliance with the Old Town Preservation and Development Guidelines, dated June 1999, as amended from time to time.
- C. In addition to standards applicable to the underlying zoning district, new construction within the Historic District Overlay shall be compatible with the existing character of the landmark or the district. Compatible design means architectural design and construction that will fit harmoniously into the district or the landmark site. New construction shall be compatible in scale, materials, and quality of construction with adjacent buildings and structures that have been designated.

8.02.02 Historic District Council Roles and Responsibilities

The HDC shall have the duty and responsibility to:

- C. Review and approve or deny applications for a certificate of Approval for construction, alteration, demolition, or removal of historic landmarks, historic sites, archaeological sites, properties in historic districts, or properties in the CRA Overlay.

DOWNTOWN HISTORIC DISTRICT GUIDELINES

PORCH STAIRS AND RAILINGS (pg. 87)

If porch stairs or railings are in need of replacement, match new components to the original porch in terms of design and materials.

1. All elements of a historic porch, including steps and railings are important to the architectural integrity of the building. Retain these components when possible.
2. Porch steps and railings are subject to regular use. Check them often and make repairs with materials that match the original.
3. If an individual porch step and rail requires replacement, use materials that match the originals.
4. The use of materials such as brick, concrete, or wrought iron steps for wooden front porches is not recommended.
5. Do not use pre-cast concrete steps on entrances that are in public view.
6. If desired, adding wooden or metal handrails may be appropriate if they are compatible with the style and design of the building.
7. In most cases, balusters or railings must be a minimum of finished dimensions of three inches by three inches. Simple painted wood railings with balusters between the top and bottom rail are generally appropriate.

GROUND SURFACES (pg. 99)

Historic sidewalks, driveways, planting patterns, and grades should be preserved. If replacements or new elements are required, patterns of placement and material should be retained.

1. Follow guidelines for masonry to retain and maintain historic placement, materials, and design for ground surface elements like walkways and drives.
2. Keep landscaping maintained so that vegetation does not cause damage to masonry features.
3. Maintain compatibility between private ground materials like walkways and drives and public materials like sidewalks.
4. Traditional materials such as brick pavers, oyster shell, gravel, and concrete are recommended for

new ground surfaces. Patterned concrete and permeable concrete are also acceptable and preferred over asphalt. Concrete ribbons, versus complete coverage of a driveway area, were commonly used. Their design is traditional and also decreases the amount of water run-off.

ANALYSIS:

The applicant is proposing to add a paver driveway to the front yard of the property. The applicant has submitted multiple designs and has indicated their preferred design.

The driveway matches the existing paver driveway/ walkways at the rear of the property.

The applicant is also seeking to change the design of the railings at the top of the exterior staircase to the accessory dwelling. The board had previously approved a change that required the half-wall to be solid for no more than 1ft. Due to the dimensions of the floor, the applicant is proposing an alteration which will better work with the current construction and achieve the intention of giving this space more visual openness from the front and rear.

STAFF RECOMMENDATION:

Staff finds that the requested action is substantially consistent with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Guidelines to warrant Approval.

Staff recommends APPROVAL of this amendment to HDC 2016-32

MOTION TO CONSIDER:

I move to approve or deny this amendment to HDC case number 2016-32 with or without conditions;

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

That HDC case 2016-32 amendment, as presented, is or is not substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Guidelines to warrant approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2016-32 Driveway /Railing Designs

Respectfully Submitted,



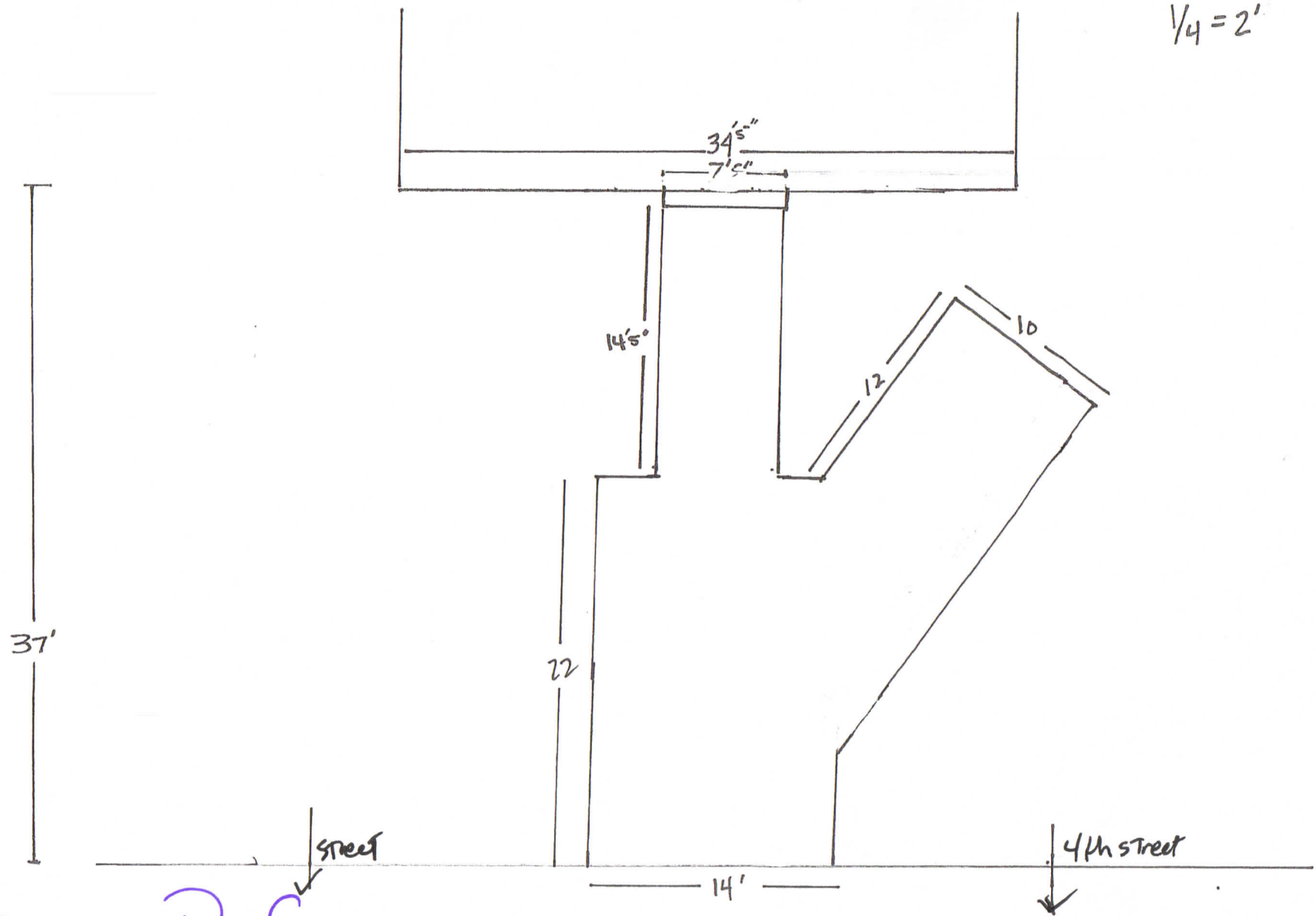
Salvatore J. Cumella
Historic Preservation Planner

HDC 2016-32 Amendment

EXHIBIT 1

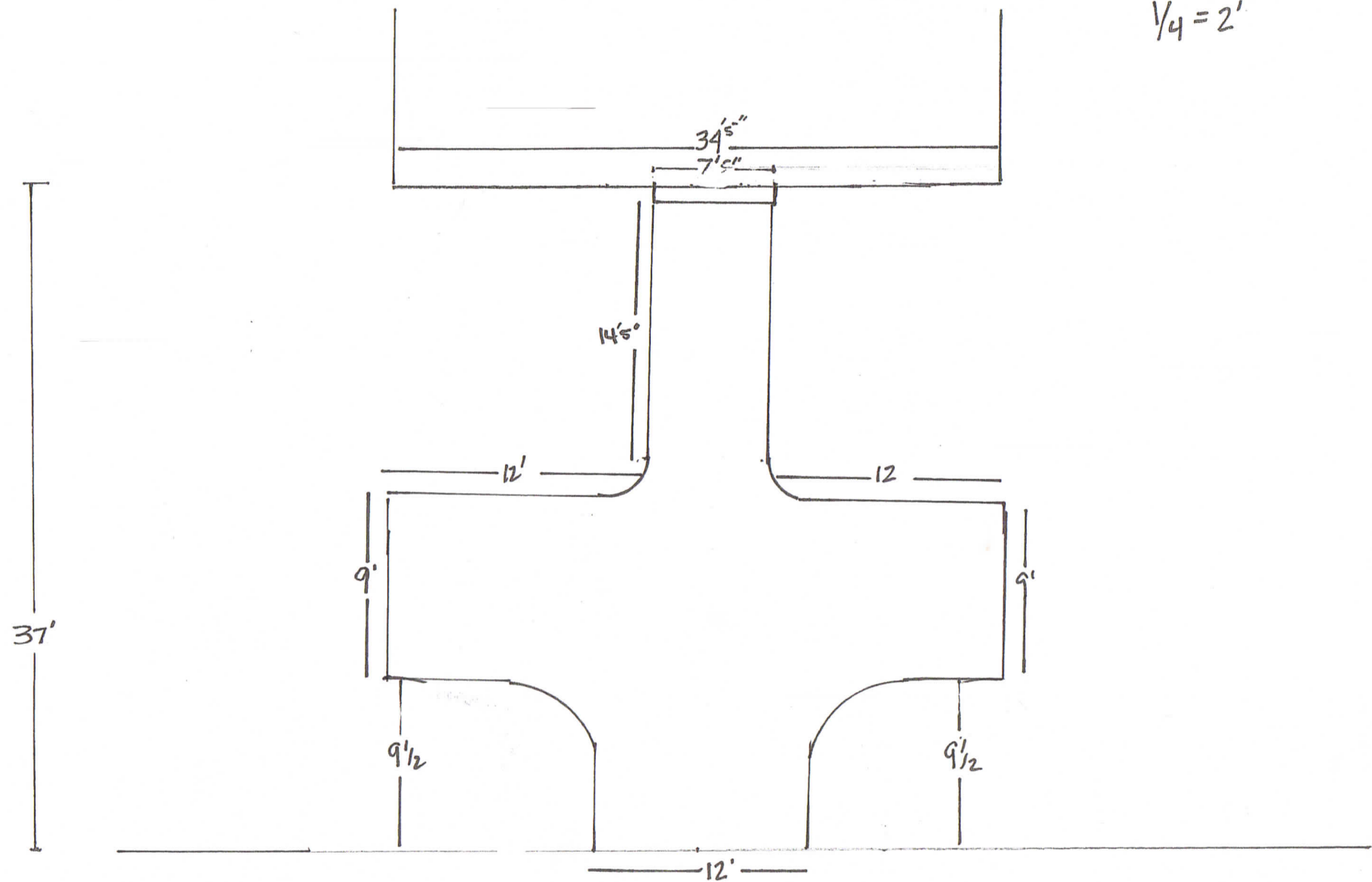
Driveway/ Railing Designs

$$\frac{1}{4} = 2'$$



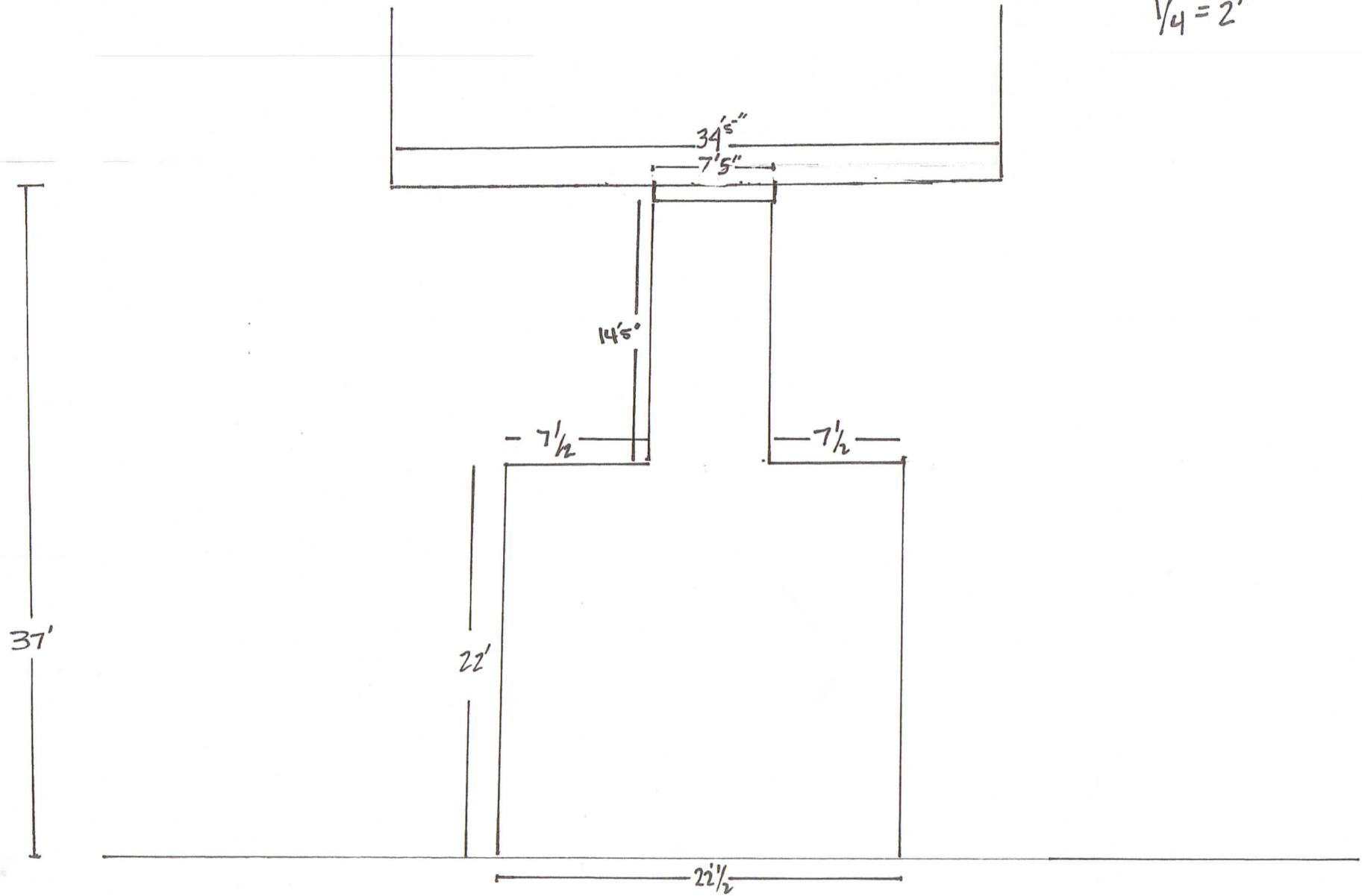
Our Preference

$$1/4 = 2'$$



Option 1

$$\frac{1}{4} = 2'$$

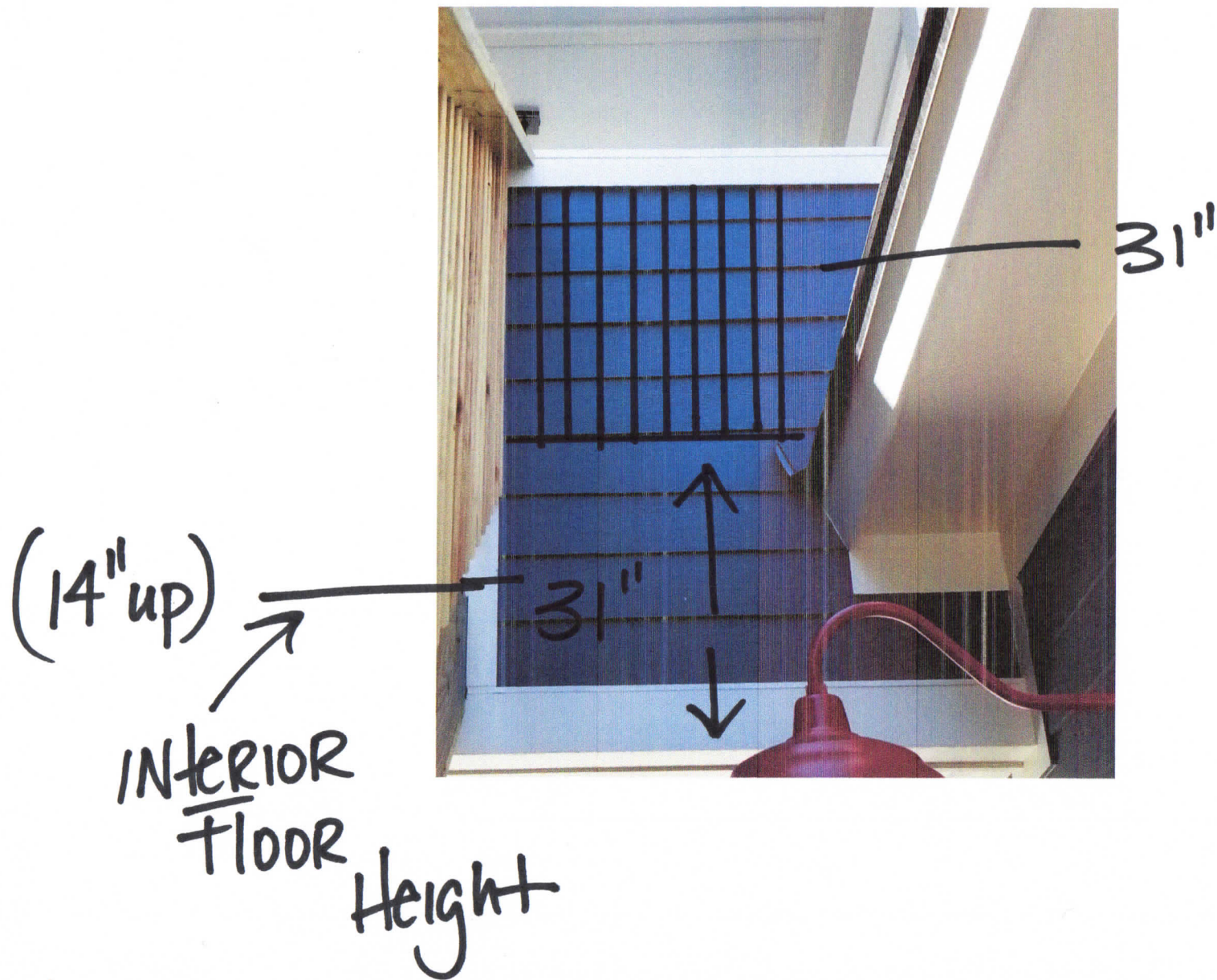


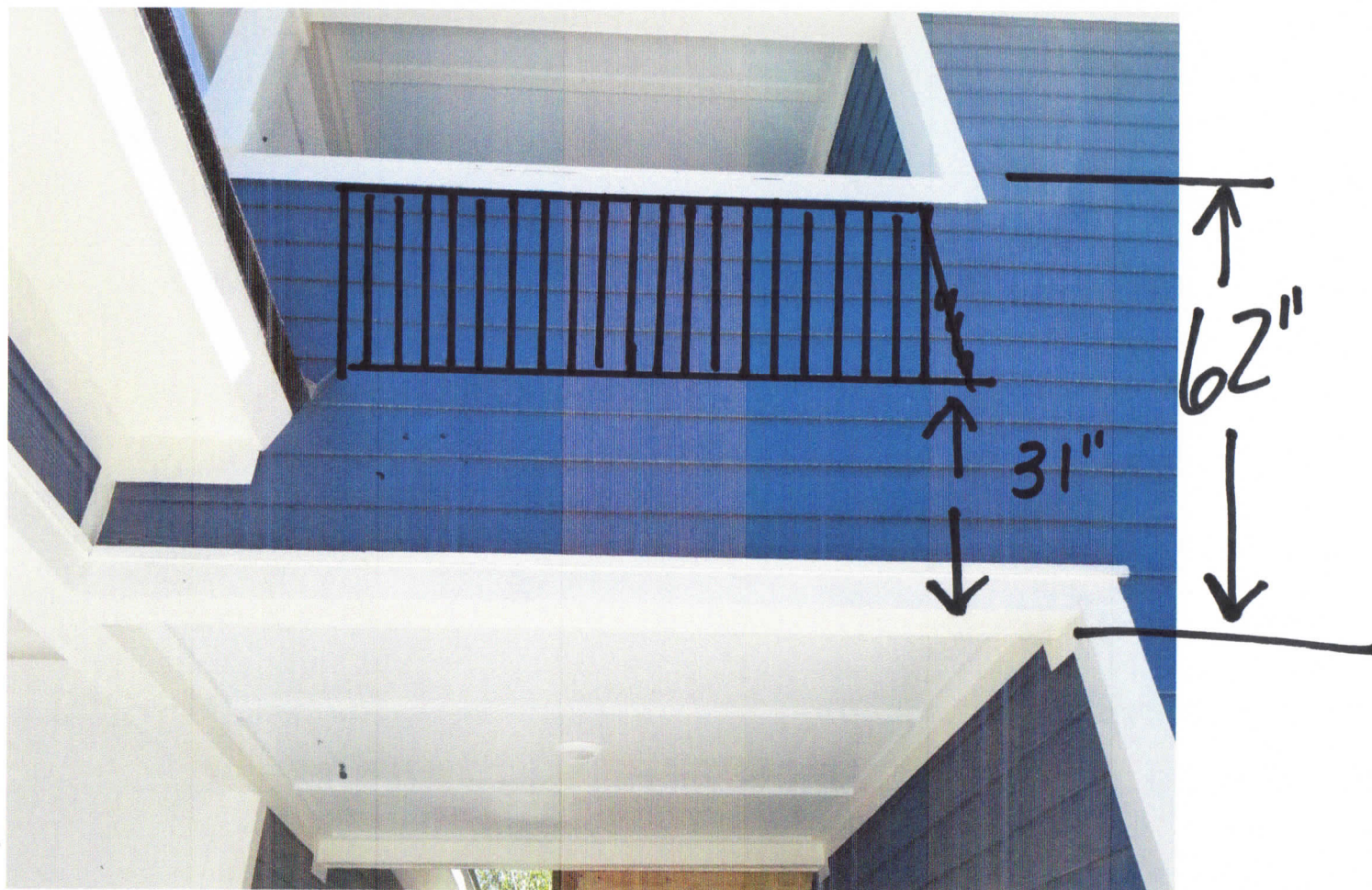
Option 2.

34' 5"

7' 5"





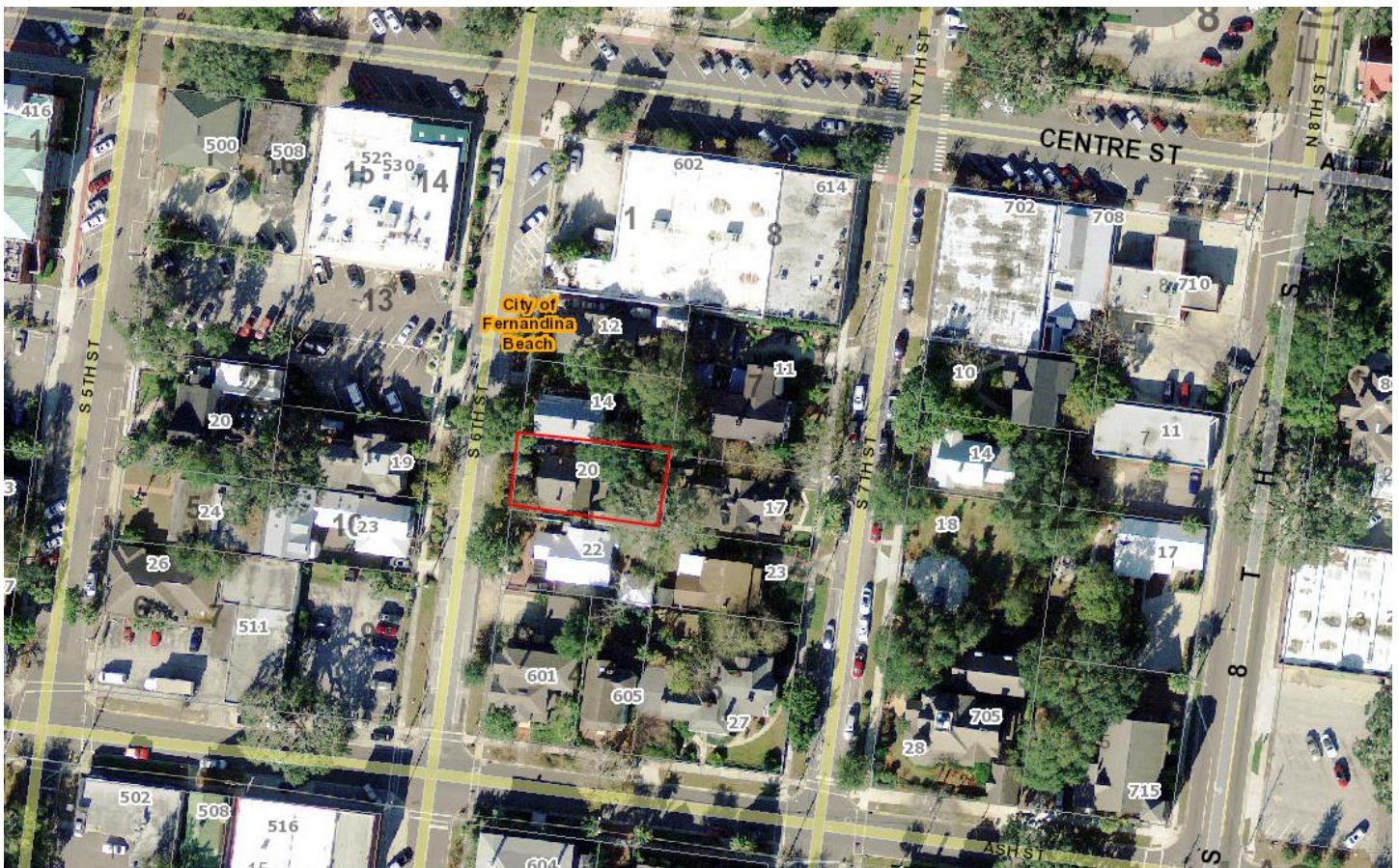




HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2018-15
MAY 24, 2018

Owner/Applicant:	Rice Architects, agent for Gloria Payne				
Property Address:	20 S. 6 th Street				
Requested action:	Certificate of Approval (COA) to demolish a non-contributing accessory structure and construct a new addition at rear of property				
Current zoning:	C-3				
FLUM land use category:	Central Business District				
Existing uses on the site:	Single Family Residential				
FL Master Site File #	8NA00372				
Year Built:	1909 (FLMSF)				
Contributing Status:	Contributing				
Adjacent Properties:	North	Single Family Residential	C-3	c.1900	
	South	Single Family Residential	C-3	c.1930	
	East	Single Family Residential	C-3	c.1900	
	West	Residential/Office	C-3	c.1880	"London Medical Spa"

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



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is requesting to demolish a non-contributing accessory structure and construct an addition to the rear of the home.

This application has been continued from the April 19, 2018 HDC meeting, to allow the applicant to address board comments and provide additional details.

APPLICABLE GUIDELINES:

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

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

8.00.01 Intent

It is declared as a matter of public policy that protection, enhancement, perpetuation and use of sites of aesthetic, archaeological, architectural, cultural, historical and paleontological merit or value is in the interests of the health, prosperity, safety and welfare of the people of Fernandina Beach. The City Commission finds that the irreplaceable loss of these resources to the community would detrimentally affect the community as a whole. It is therefore the intent of this chapter to:

- A. Effect and accomplish the protection, enhancement and perpetuation of buildings, structures, improvements, sites, districts, landscape features, and archaeological and paleontological resources that represent distinctive elements of the City's architectural, cultural, economic, natural, political, prehistoric, religious, scientific, and social history;
- B. Safeguard the City's architectural, cultural, economic, natural, political, prehistoric, religious, scientific and social heritage, as embodied and reflected in such structures, sites, and districts;
- C. Foster awareness and pride in the accomplishments and events of the City's past;
- D. Protect and enhance the City's attraction to residents, tourists, and visitors, and serve as an economic stimulus to business and industry;
- E. Stabilize and improve property values and encourage compatible redevelopment;
- F. Enhance the visual and aesthetic character of the City; and
- G. Promote the use of individual structures, sites, and districts for the education, leisure, and welfare of the people of Fernandina Beach.

8.00.03 Relationship to Comprehensive Plan

The following standards implement Goal 11: Historic Preservation Element of the Fernandina Beach Comprehensive Plan to identify, preserve, and protect historic and cultural resources within the City.

8.01.01.01 Standards for Development in the Historic District Overlays

- A. The review of proposed development within the Historic District Overlays shall be based upon the latest edition of Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings from the U.S. Secretary of Interior.
- B. The review of proposed development within the Historic District Overlay shall also be based upon compliance with the Downtown Historic District Guidelines, dated December 1999, as amended from time to time. The review of proposed development within Old Town shall be based upon compliance with the Old Town Preservation and Development Guidelines, dated June 1999, as amended from time to time.
- C. In addition to standards applicable to the underlying zoning district, new construction within the Historic District Overlay shall be compatible with the existing character of the landmark or the district. Compatible design means architectural design and construction that will fit harmoniously into the district or the landmark site. New construction shall be compatible in scale, materials, and quality of construction with adjacent buildings and structures that have been designated.
- D. The following features shall be considered by the Historic District Council in the evaluation of proposed new construction, as such features comply with the guidelines referenced in Section 8.01.01.01(A) and (B) above:
 - 1. Scale, including height and width;
 - 2. Setbacks;
 - 3. Orientation and site coverage;
 - 4. Alignment, rhythm, and spacing of buildings;

5. Form and detail, considering the link between old and new buildings;
6. Maintaining materials within the district or on the landmark site;
7. Maintaining quality within the district or on the landmark site;
8. Facade proportions and window patterns;
9. Entrances and porch projections;
10. Roof forms; and
11. Horizontal, vertical, or non-directional emphasis.

8.02.02 Historic District Council Roles and Responsibilities

The HDC shall have the duty and responsibility to:

- C. Review and approve or deny applications for a certificate of Approval for construction, alteration, demolition, or removal of historic landmarks, historic sites, archaeological sites, properties in historic districts, or properties in the CRA Overlay.

8.03.03.01 Requirements for Demolition Applications

- A. Application requirements. Application for a Certificate of Approval for any demolition of a primary building or structure (contributing or noncontributing) located within a locally designated historic district or the CRA shall be submitted by the property owner to the HDC. No building or structure in a locally designated historic district or the CRA shall be demolished without approval by the HDC, unless by a superseding order of a government agency or a court of competent jurisdiction.
- B. Public hearings and notice requirements. Certificate of Approvals for demolition applications are to be heard in accordance with HDC hearing requirements for Certificate of Approval applications and noticed in accordance with City requirements for public hearings.
- C. Review criteria for demolition applications. In evaluating applications for a Certificate of Approval for demolition, the HDC shall consider the following:
 1. Whether the structure or site would meet national, state, or local criteria for designation;
 2. Whether the structure or site is a contributing structure or site to a locally designated or National Register historic district;
 3. Whether loss of the structure or site would deteriorate the quality or continuity of the historic district, or the surrounding neighborhood;
 4. Whether the structure or site is of such design, craftsmanship, or material that it could be reproduced only with great difficulty and/or expense;
 5. Whether the structure or site is one of the last remaining examples of its kind in the neighborhood, county or region, or is a distinctive example of an architectural or design style which contributes to the character of the district;
 6. Whether removal of the structure or site would destroy the historic relationship between structures or open space;
 7. Whether retention of the structure or site promotes the general welfare of the City by providing an opportunity for study of local history, architecture, and design, or by developing an understanding of the importance and value of a particular culture and heritage;
 8. Whether the applicant has made good faith efforts to pursue alternatives to demolition;
 9. Whether the applicant will be denied a reasonable return on his or her investment;
 10. Whether there is economic hardship for the applicant as demonstrated by requirements in Section 8.03.06;
 11. Whether the Code Enforcement and Appeals Board has recommended demolition of the structure.

- D. Written evidence. The HDC may request the following written evidence be submitted as part of an application for a Certificate of Approval for demolition:
1. A report from a certified property appraiser stating that such structure as it exists will not earn a reasonable economic return for the owner.
 2. A report from a certified property appraiser as to the estimated market value of the property both in its current condition and after completion of the proposed demolition or removal.
 3. A report from a licensed engineer or architect with experience in rehabilitation as to the structural soundness of the structure and its suitability for rehabilitation and/or relocation.
 4. An estimate from an architect, developer, real estate consultant, or appraiser experienced in rehabilitation as to the economic feasibility of rehabilitation or reuse of the existing structure in its current location or in any proposed new location.
- E. Demolition delay period. The HDC may grant a Certificate of Approval for demolition as requested by a property owner which may provide for a delayed effective date. The effective date of the certificate will be determined by the HDC based on the relative significance of the structure and the probable time required to arrange a possible alternative to demolition. The HDC may delay the demolition of contributing buildings within locally designated historic districts for up to six months, and for non-contributing buildings within locally designated historic districts for up to three months. During the delay period, the HDC may take such steps as it deems necessary to preserve the structure requested to be demolished and ensure that the structure is secured and stabilized. Such steps may include, but are not limited to, consultation with community groups, public agencies, and interested citizens; recommendations for acquisition of property by public or private bodies or agencies; and exploration of the possibility of moving the structure to a new location.
- F. Special requests precedent to demolition. The HDC may, with the consent of the property owner and at the property owner's expense, request that the owner salvage and preserve building materials, architectural details and ornamentation, fixtures and the like for reuse in the restoration of other historic properties. At the HDC's discretion, and with the property owner's consent, the HDC, Amelia Island Museum of History, or other local historical organizations at their expense, may salvage and preserve building materials, architectural details and ornamentation, fixtures, and the like. The HDC may, with the consent of the property owner and at the property owner's expense, recommend recording the architectural details for archival purposes prior to demolition. This recording may include, but is not limited to, photographs, videotaping, historical background information, and scaled architectural drawings.
- G. Denial of Certificate of Approval for demolition. The HDC's refusal to grant a Certificate of Approval for demolition requested by a property owner shall be supported by a written statement describing the public interest that the HDC seeks to preserve.
- H. Requirement of development plans. No contributing building or structure on a property located within a locally designated historic district or the CRA shall be totally demolished without first receiving at the minimum conceptual approval by the HDC for new construction. The requirement of a certificate of Approval for new construction may be waived by the HDC upon a showing of good cause that such requirement would be unduly harsh or would result in a substantial hardship to the property owner. A showing of good cause may include, but is not limited to, evidence that the property owner is unable to comply with the requirement for new construction due to advanced age, infirmity, physical or other handicap, or economic hardship. In the event economic hardship is claimed, the applicant must demonstrate the requirements in Section 8.03.06. Property owners seeking demolition of an unsafe structure based upon recommendation of the Code

Enforcement and Appeals Board or the Building Official are exempt from this requirement. Upon approval by the HDC of a Certificate of Approval for demolition, the demolition permit shall not be issued until all demolition and new construction plans for the property have received all other required governmental approvals.

- I. Structures not in historic districts or the CRA. Upon receipt of a demolition permit application for properties not in the historic districts or the CRA, the Building Department shall notify the Planning Department. During the permit application review period, the Planning Department shall record the property through photographic documentation for archival purposes. The City may seek permission from the property owner to enter the building to take photographs prior to demolition.

DOWNTOWN HISTORIC DISTRICT GUIDELINES

Guidelines for New Additions (pg 104)

New additions should be designed and constructed so that the character-defining features of the historic building are not radically changed, obscured, or destroyed in the process of rehabilitation. The new design should complement the original historic building and still be distinguishable. Do not try to copy the original design.

1. Before building an addition, attempt to accommodate needed functions within the existing building.
2. Limit the size of new additions so as not to overwhelm the historic building.
3. Respect the scale, massing, materials, and window spacing of the historic building.
4. Do not attempt to duplicate form, material, style, wall plane, roofline, cornice height; the new addition should not appear to be part of the historic building.
5. Use contemporary designs for new work or reference design motifs from the historic building.
6. Respect the existing historic character of surrounding buildings in the district and insure that the new addition will complement this historic character.
7. Place new additions on rear or side elevations where not visible from the street.

Demolition (pg 109)

Application for a Certificate of Approval for any demolition of a primary building or structure (contributing or non-contributing) located within a locally designated historic district or the CRA shall be submitted by the property owner to the HDC. No building or structure in a locally designated historic district or the CRA shall be demolished without approval by the HDC, unless by a superseding order of a government agency or a court of competent jurisdiction.

1. Demolition should only occur after all other options have been considered and retention of the building is found not to be feasible due to structural or economic reasons.
2. Demolition may occur to ensure the public safety and welfare.

ANALYSIS:

The accessory structure that currently exists at the site is a non-contributing later addition to the property. Staff finds that it meets all of the criteria for approval of a demolition COA, and recommends approval for demolition.

The proposed new addition will be situated where the current accessory structure is located and connect to a previous addition. Located at the rear of the property the addition will not be visible from the right of way and will not affect the contributing historic structure. Materials proposed will match the existing in color and design.

STAFF RECOMMENDATION:

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

Staff recommends:

APPROVAL of HDC 2018-15

MOTION TO CONSIDER:

I move to approve or deny HDC case number 2018-15 with or without conditions;

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

That HDC case 2018-15, as presented, is or is not substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Guidelines to warrant approval at this time.

LIST OF EXHIBITS:

- | | |
|-----------|--|
| EXHIBIT 1 | HDC 2018-15 Application and Backup Materials (as presented April 19, 2018) |
| EXHIBIT 2 | Florida Master Site File 8NA00372 |
| EXHIBIT 3 | Study of Sanborn Fire Insurance Maps |
| EXHIBIT 4 | Updated Plans/ Elevations |

Respectfully Submitted,



Salvatore J. Cumella
Historic Preservation Planner

HDC 2018-15

EXHIBIT 1

Application and Backup Materials

MAR 16 PM 1:43



OFFICE USE ONLY

REC'D: 3/16/18 BY: SJC
 PAYMENT: \$ 150.00 TYPE V# 323
 APPLICATION #: 2018-000400
 HDC CASE #: 2018-15
 APPLICATION COMPLETE: Y ☒ N ☐
 PRE-CONFERENCE: Y ☒ N ☐ DATE _____

APPLICATION FOR HISTORIC DISTRICT COUNCIL COA

BOARD MEETING DATE: 4/19/18
 PLANNER: SJC DATE: _____
 _____ APPROVED _____ DENIED

APPROVAL TYPE:

☐ Staff Approval☐ Board Approval: Conceptual ☒ or Final _____

PROJECT TYPE:

☐ New Construction ☐ Addition ☒ Alteration ☐ Relocation ☐ Demolition ☐ Variance
☐ Repair ☐ Paint ☐ Fence ☐ Sign ☐ Re-roof ☐ Other: _____

PROPERTY INFORMATION Property information can be found at the Nassau County Property Appraiser's Website → Map SearchStreet Address: 20 SOUTH 6TH ST.Historic District: ☐ Downtown ☐ Old Town ☐ CRA WaterfrontParcel Identification Number(s): NORTH HALF OF LOT 3 IN BLOCK 37

Zoning District: _____ Lot / Block Number (optional) _____

PROJECT DESCRIPTION

Owner of Record

As recorded with the Nassau County Property Appraiser

Owner(s) Name

GLORIA PATNE

Corporation or Company (if applicable)

Street Address

20 SOUTH 6TH ST.

City State Zip

32034
FERNANDINA BEACH, FL.

Telephone Number

(904) 742-9040

Email Address

paynegt93@gmail.com

Applicant or Agent

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

Applicant Name

STEVE GILCHRIST c/o:
RICE ARCHITECTS

Corporation or Company (if applicable)

RICE ARCHITECTS

Street Address

901687 GATEWAY BLVD. SUITE 201 H

City State Zip

AMELIA ISLAND, FL. 32034

Telephone Number

(904) 556-4329

Email Address

sgilchrist62@gmail.com

Part 1. Describe The Existing Conditions and Materials. Describe the existing structure(s) on the subject property in terms of the construction materials and site conditions, as well as the surrounding context.

THE EXISTING CONDITION WAS CONSTRUCTED PRIOR TO OUR CLIENT PURCHASING THE PROPERTY. IT WAS NOT BUILT TO MATCH EXIST. HOUSE IN DETAILS OR TRIM. THIS ASPECT OF THE HOUSE CAN'T BE SEEN FROM THE STREET.

Part 2. Describe The Proposed Project and Materials. Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s). Attach further description sheets, if needed.

THE PROPOSAL IS TO DEMOLISH THIS PREVIOUS ADDITION, RE-BUILD TO CURRENT BUILDING CODE & DUPLICATE BOTH STYLE & FINISHES TO MATCH EXIST. HOUSE

List proposed materials and colors, as applicable (use additional sheet if necessary):

Project Scope	Manufacturer	Product Description	FL Product Approval #	Color (Name/Number)
Exterior Fabric		LAP WOOD SIDING		GRAY TO MATCH EXIST.
Doors		WOOD OR FIBERGLASS		WHITE, TO MATCH EXIST.
Windows	ANDERSEN	TO MATCH. EXIST. WINDOWS		WHITE, TO MATCH EXIST.
Roofing		30YR. ASPHALT ROOF SHINGLE		GRAY, TO MATCH EXIST.
Fascia/Trim		WOOD		WHITE/GRAY, TO MATCH EXIST.
Foundation		CONC.		
Shutters		N/A		
Porch/Deck		N/A		
Fencing		N/A		
Driveways/Sidewalks		N/A		
Signage		N/A		
Other		N/A		

Please submit all product brochures, paint color samples, and material samples with your application.

CERTIFICATION

By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Community Development Department to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.
5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).
6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.
7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.
8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.
9. I/We understand that Certificates of Approval are only valid for one year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

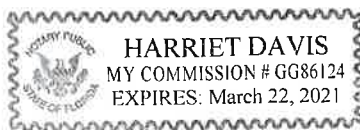
MAR. 16/2019
Date

[Signature]
Signature of Applicant

STATE OF FLORIDA

COUNTY OF NASSAU

ss }



Subscribed and sworn to before me this 16 day of March, 20 18.

Harriet Davis

Notary Public: Signature

Harriet Davis

Printed Name

3/22/1821

My Commission Expires

Personally Known _____ OR Produced Identification ☒ ID Produced: Candace DL

USE THIS FORM TO: Authorize an agent to make application and represent the owner of record.



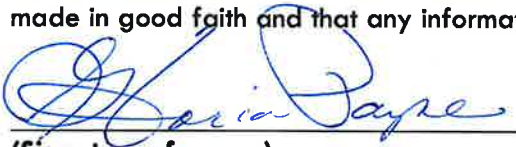
OWNER'S AUTHORIZATION FOR AGENT REPRESENTATION

I /WE GLORIA PAYNE
(print name of property owner(s))

hereby authorize: STEVE AILCHRIST c/o RICE ARCHITECT
(print name of agent)

to represent me/us in processing an application for: HDC BOARD OF APPROVAL
(type of application)

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


(Signature of owner)

(Signature of owner)

GLORIA PAYNE
(Print name of owner)

(Print name of owner)

STATE OF FLORIDA }
COUNTY OF NASSAU } ss

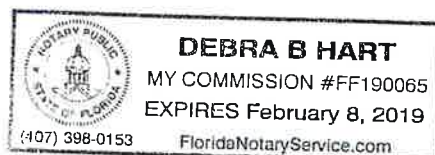
Subscribed and sworn to before me this 16th day of March, 2018.


Notary Public: Signature

DEBRA B. HART
Printed Name

02/08/2019
My Commission Expires

Personally Known _____ OR Produced Identification ☒ ID Produced: FL DL



City of Fernandina Beach Community Development Department - 204 Ash Street Fernandina Beach, FL 32034

P: 904.310.3135 - Email: cddinfo@fbfl.org - www.fbfl.us/cdd

Revised January 2018

Page 10 of 8

Prepared by:
Andrea F. Lennon, P.A.
961687 Gateway Blvd. Suite 101L
Amelia Island, Florida 32034

File Number: 14-081

INSTR # 201410090, Book 1913 Page 761
Pages 2
Doc Type D, Recorded 04/22/2014 at 01:58 PM.
John A Crawford, Nassau County Clerk of Circuit Court
Deed Doc \$3710.00 Rec. Fee \$18.50
#2

General Warranty Deed

Made this April 17, 2014 A.D. By Louis E. Goldman Jr. and Susan W. Goldman, husband and wife, whose post office address is: 23 South 6th Street, Fernandina Beach, Florida 32034, hereinafter called the grantor, to Gloria W. Payne, a married woman, whose post office address is: 20 South 6th Street, Fernandina Beach, FL 32034, hereinafter called the grantee:

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

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

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

The North One-half of Lot 3 in Block 37.

Said property is not the homestead of the Grantor(s) under the laws and constitution of the State of Florida in that neither Grantor(s) or any members of the household of Grantor(s) reside thereon.

Parcel ID Number: 000031-18000037-0031

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

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

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to December 31, 2013.

Prepared by:
Andrea F. Lennon, P.A.
961687 Gateway Blvd. Suite 101L
Amelia Island, Florida 32034

File Number: 14-081

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

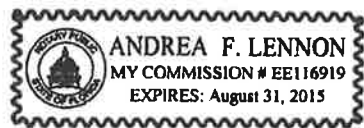
Signed, sealed and delivered in our presence:

Witness Printed Name: <u>Don Meyer</u>	<u>[Signature]</u> Louis E. Goldman Jr. (Seal)
Witness Printed Name: <u>Andrea F. Lennon</u>	<u>[Signature]</u> Susan W. Goldman (Seal)

State of Florida
County of Nassau

The foregoing instrument was acknowledged before me this 17th day of April, 2014, by Louis E. Goldman Jr. and Susan W. Goldman, husband and wife, who has produced drivers license as identification and did not take an oath.

[Signature]
Notary Public
Print Name: Andrea F. Lennon
My Commission Expires:



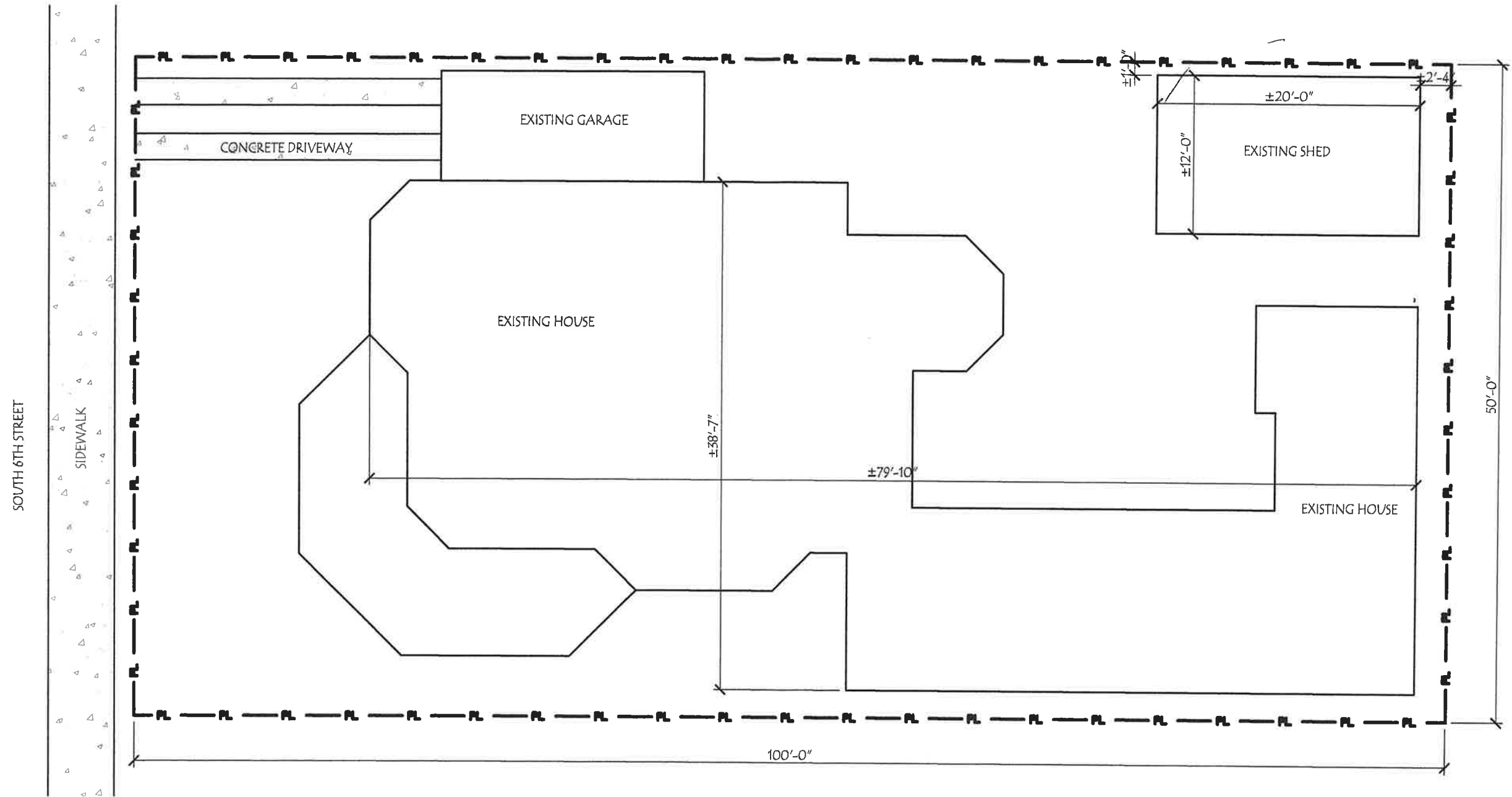






EXIST. PORTION
TO BE DEMOLISHED
& REPLACED WITH
NEW

The image shows a house with a dark brown door and vertical siding. Handwritten text and arrows indicate a renovation project. The text 'EXIST. PORTION TO BE DEMOLISHED & REPLACED WITH NEW' is written in black ink. Two arrows point from the text to the door: one points to the upper portion of the door, and the other points to the lower portion. The house has a white trim around the door and a white baseboard. There are green plants on the left and right sides of the house. A black lantern-style light fixture is mounted on the wall to the right of the door. A small white electrical box is visible on the wall to the right of the door. The roof is dark grey. The sky is blue with some clouds. The overall scene is a residential exterior during the day.



EXISTING SITE PLAN

SCALE: 1/8" = 1'-0"

ISSUE DATE: 03/15/2018

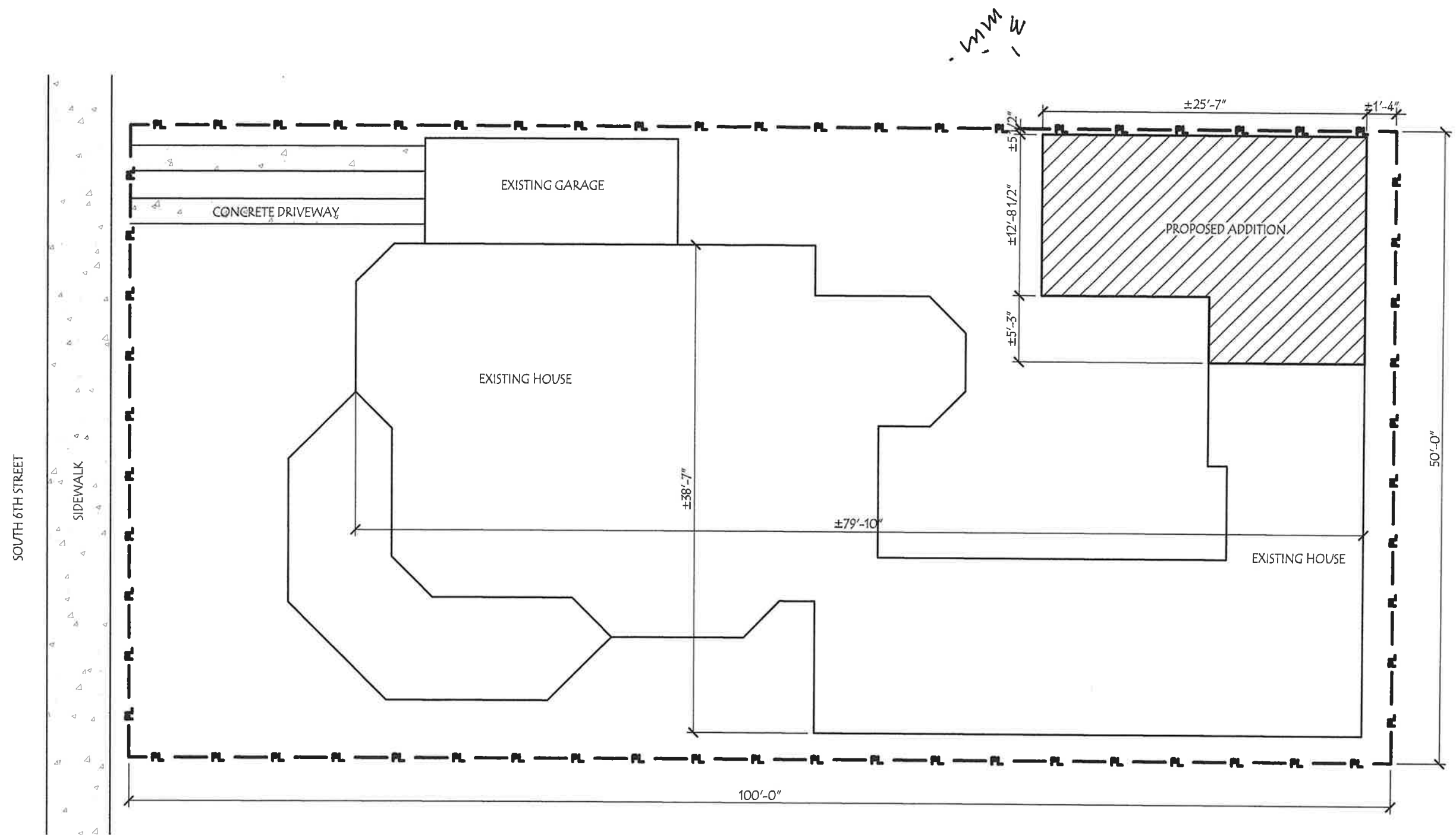
PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

ARCHITECT

20 S 6th Street Fernandina Beach, FL

B1.0

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



PROPOSED SITE PLAN

SCALE: 1/8" = 1'-0"

ISSUE DATE: 03/15/2018

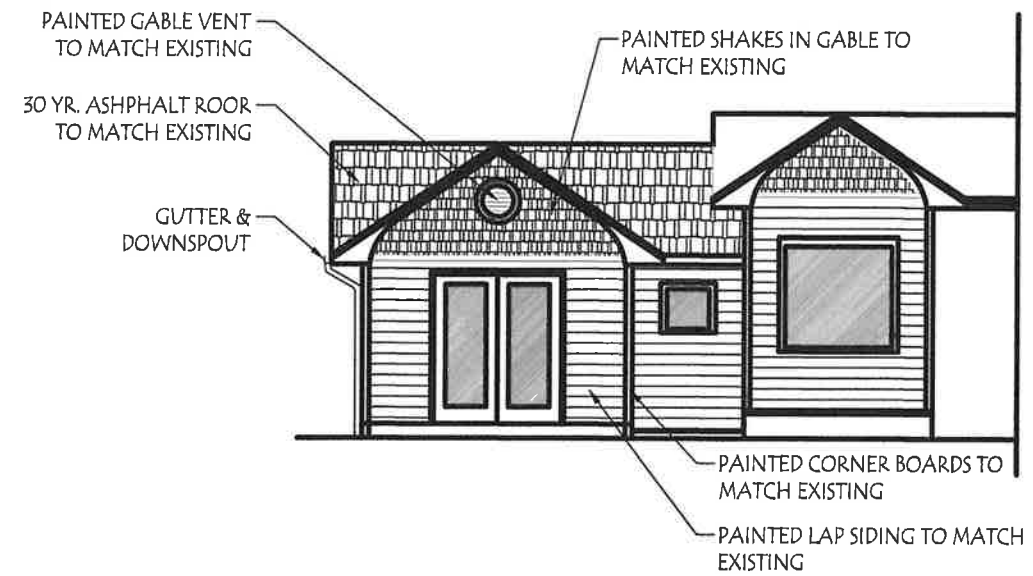
PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

RICE ARCHITECT

20 S 6th Street Fernandina Beach, FL

B1.1

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



PROPOSED COURTYARD ELEVATION

SCALE: 1/8" = 1'-0"



EXISTING FRONT ELEVATION

SCALE: 1/8" = 1'-0"



PROPOSED FRONT ELEVATION

ISSUE DATE: 03/15/2018

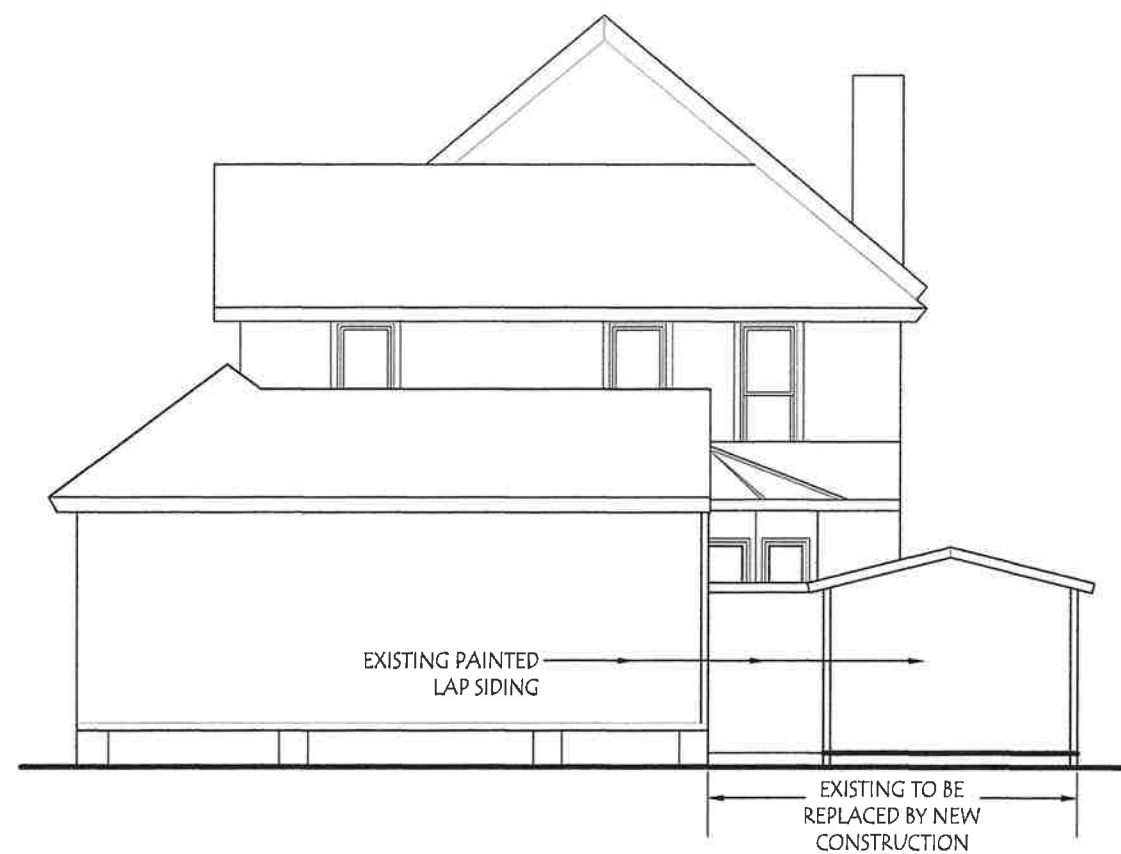
PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

ARCHITECT

20 S 6th Street Fernandina Beach, FL

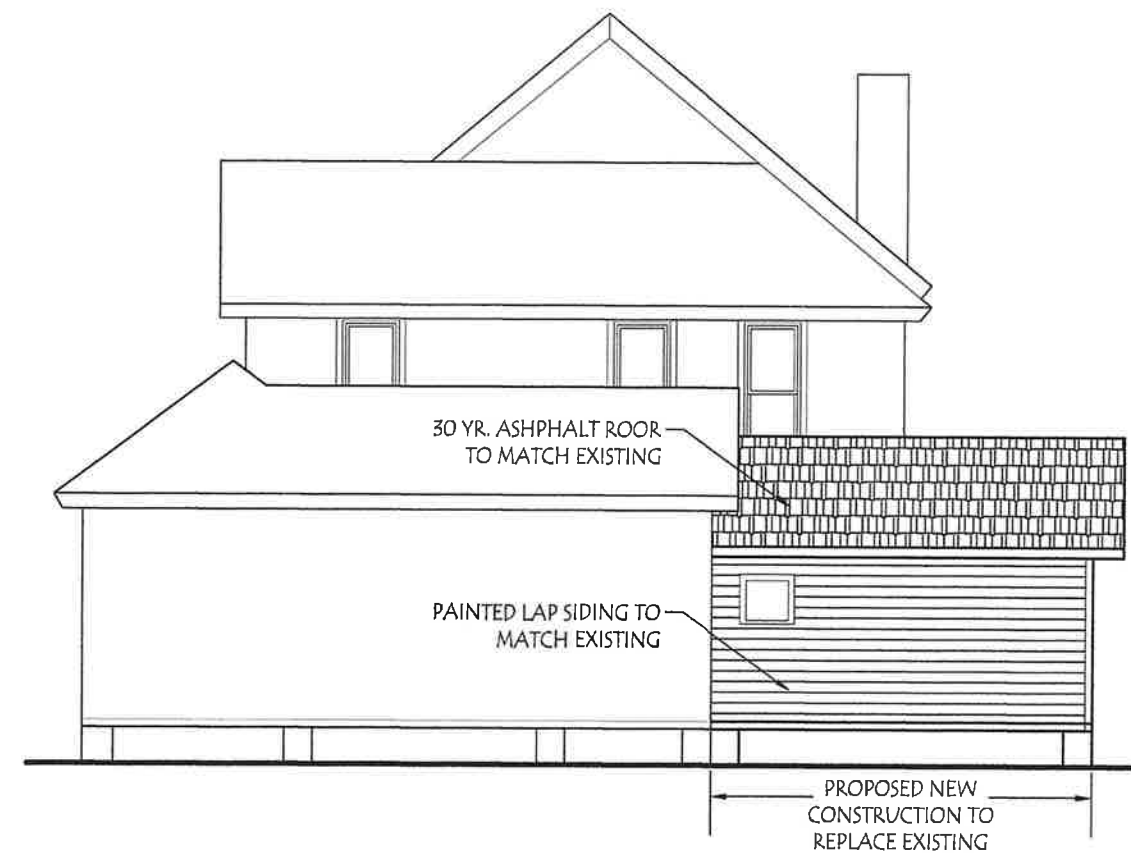
B2.1

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



EXISTING REAR ELEVATION

SCALE: 1/8" = 1'-0"



PROPOSED REAR ELEVATION

ISSUE DATE: 03/15/2018

PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

RICE ARCHITECT

20 S 6th Street Fernandina Beach, FL

B2.2

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



PROPOSED LEFT ELEVATION

SCALE: 1/8" = 1'-0"



EXISTING LEFT ELEVATION

SCALE: 1/8" = 1'-0"

ISSUE DATE: 03/15/2018

PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

R R C H I T E C T

20 S 6th Street Fernandina Beach, FL

B2.3

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034

HDC 2018-15

EXHIBIT 2

Florida Master Site File 8NA00372



HISTORICAL STRUCTURE FORM

Electronic Version 1.1.0

Site #8 NA00372

Recorder # 418

Field Date 3/20/2007

Form Date 3/30/2007

FormNo 200703

FormNo = Field Date (YYYYMM)

First Site Form Recorded for this Site? NO

GENERAL INFORMATION

Site Name (address if none) 20 South 6th St

Multiple Listing (DHR only)

Other Names

>>

Survey or Project Name

Survey#

National Register Category Building(s)

LOCATION & IDENTIFICATION

Address

Street No.	Direction	Street Name	Street Type	Direction Suffix
20	South	6th	Street	

Cross Streets (nearest/ between)

City / Town (within 3 miles) Fernandina Beach

In Current City Limits? YES

County Nassau

Tax Parcel #(s)

Subdivision Name

Block

Lot

Ownership

Name of Public Tract (e.g., park)

Route to (especially if no street address)

MAPPING

USGS 7.5' Map Name

Publication Date

>> FERNANDINA BEACH; 2003

Township:

Range:

Section:

1/4 section:

>> 3N ; 28E ; 22 ; UNSP

Irregular Section Name:

Landgrant

UTM: Zone

Easting

Northing

Plat or Other Map (map's name, location)

DESCRIPTION

Style Colonial Revival

Other Style

Exterior Plan Irregular

Other Exterior Plan

Number of Stories 2.5

Structural System(s)

>>

Wood frame

Other Structural System(s)

Foundation Type(s)

>>

Piers

Other Foundation Types

Foundation Material(s)

>>

Brick

Other Foundation Material(s)

Exterior Fabric(s)

>>

Wood shingles

Other Exterior Fabric(s)

Roof Type(s)

>>

Gable

Other Roof Type(s)

Roof Material(s)

>>

Other

Other Roof Material(s) asbestos

Roof Secondary Structure(s) (dormers etc)

>>

Cross gable

Other Roof Secondary Structure(s)

polygonal bay

Number of Chimneys 3

Chimney Material Brick

Other Chimney Material(s)

Chimney Location(s) south slope, west and east exteriors

HISTORICAL STRUCTURE FORM

8NA00372

DESCRIPTION (continued)

Window Descriptions metal sash, 25 light fixed

Main Entrance Description (stylistic details)

Porches: #open 1 #closed #incised Location(s) west

Porch Roof Types(s) hip

Exterior Ornament

Interior Plan

Other Interior Plan

Condition Good

Structure Surroundings

Commercial: Residential: MOSTly this category

Institutional: Undeveloped:

Ancillary Features (Number / type of outbuildings, major landscape features)

Archaeological Remains (describe): none

If archaeological remains are present, was an Archaeological Site Form completed?

Narrative Description (optional)

HISTORY

Construction year 1904

Architect (last name first):

Builder (last name first):

Changes in Locations or Conditions

Type of Change	Year of Change	Date Change Noted	Description of Changes
>>			

Structure Use History

Use	Year Use Started	Year Use Ended	>>
			Private residence; 1904;
Other Structure Uses			

Ownership History (especially original owner, dates, profession, etc.)

RESEARCH METHODS

Research Methods

>> FL Master Site File-Cultural Resources

Other research methods

SURVEYOR'S EVALUATION OF SITE

Potentially Eligible for a Local Register?

Name of Local Register if Eligible

Individually Eligible for National Register?

NO

Potential Contributor to NR District?

YES

Area(s) of historical significance

>> Community planning & development

Other Historical Associations

Explanation of Evaluation (required) The resource contributes to the Fernandina Beach Historic District, which was listed in the NRHP in 1973 with a district boundary expansion in 1987.

HISTORICAL STRUCTURE FORM

8NA00372

DOCUMENTATION (Photos, Plans, etc.)

Photographic Negatives or Other Collections Not Filed with FMSF including Field Notes, Plans, other Important Documents.

Document type: _____ Maintaining Organization: _____
File or Accession #: _____ Descriptive Information: _____
>> _____

RECORDER INFORMATION

Recorder Name (Last, First) Bland, Myles
Recorder Address / Phone 7035 Phillips HWY Ste. 5-129 Jacksonville, FL 904-448-4429
Recorder Affiliation Bland & Associates, Inc Other Affiliation _____
Is a Text-Only Supplement File Attached (Surveyor Only)? NO

***** MASTER SITE FILE USE ONLY *****

Cultural Resource Type: SSElectronic Form Used: S110Form Type Code: NORMForm Quality Ranking: NEWForm Status Code: SCATSupplement Information Status: NO SUPPLEMENTSupplement File Status: NO SUPPLEMENT FILE

FMSF Staffer: _____

Computer Entry Date: 6/23/2007

SHPO's Evaluation of Resource

Date _____Form Comments: _____

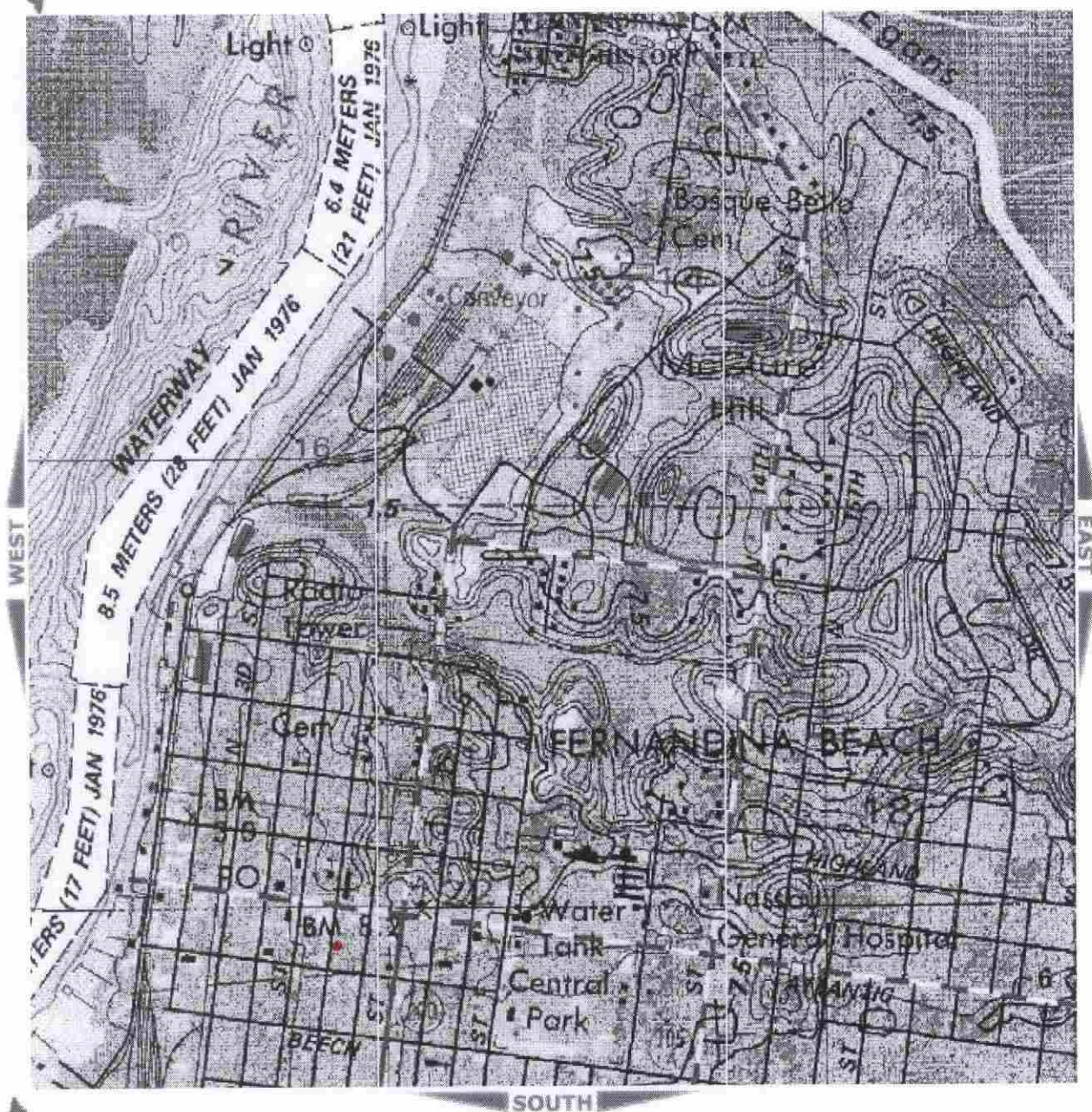
REQUIRED PAPER ATTACHMENTS

- (1) USGS 7.5" MAP WITH STRUCTURE PINPOINTED IN RED
- (2) LARGE SCALE STREET OR PLAT MAP
- (3) PHOTO OF MAIN FACADE, B&W, AT LEAST 3"X5"

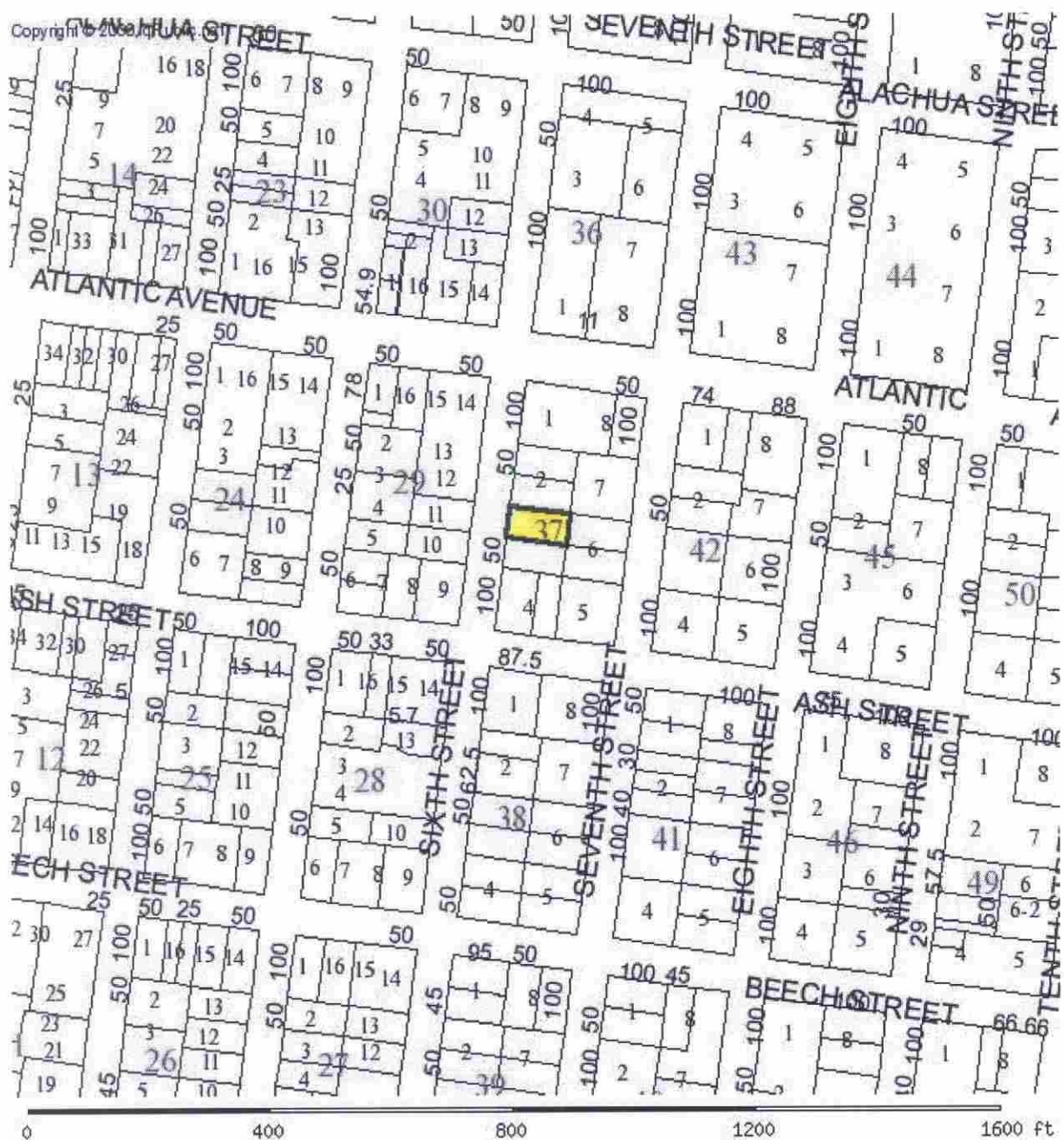
NA00372-200703

Supplementary Printout

- > **USGS map name/year of publication or revision:**
FERNANDINA BEACH;2003
- > **Township/Range/Section/Qtr:**
3N ;28E ;22;UNSP
- > **Structural system(s):**
Wood frame
- > **Foundation types:**
Piers
- > **Foundation materials:**
Brick
- > **Exterior fabrics:**
Wood shingles
Drop siding
- > **Roof types:**
Gable
- > **Roof materials:**
Other
- > **Roof secondary structures (dormers etc):**
Cross gable
Other
- > **Change status/year changed/date noted/nature:**
- > **Original, intermediate, present uses/year started/year ended:**
Private residence;1904;
- > **Research methods:**
FL Master Site File-Cultural Resources
Examine local property records
Pedestrian
- > **Area(s) of historical significance:**
Community planning & development
- > **Repositories: Collection/Housed/Accession#/Describe**
- > **[Other name(s)]:**



NA372



418
NA372

PARCEL INFORMATION TABLE	
Selected Parcel	00-00-31-1800-0037-0031
GIS CALCULATED ACREAGE	0.12
Property Use	SINGLE FAM
Land Use	SFR
OWNERSHIP INFORMATION	
Name	GOLDMAN LOUIS E JR & SUSAN W
Mailing Address	20 SOUTH 6TH ST FERNANDINA BEACH, FL 32034
Situs/Physical Address	20 SOUTH 6TH ST
2006 PROPOSED VALUES	
Land Value	120,000
Ag Land Value	0

FLORIDA MASTER SITE FILE
Site inventory Form

SEE SITE FILE STAFF FOR
ORIGINAL PHOTO(S) OR MAP(S)

SITE NO. 8 NA 372

SITE NAME: 20 S. 6th St.
ADDRESS OF SITE: 20 S. 6th St.
INSTRUCTION FOR LOCATING: N/A

SURVEY DATE: 09/30/85

LOCATION: City of Fernandina Beach 37 3
Subdivision Name Block No. Lot No.

COUNTY: Nassau

DISTRICT NAME IF APPLICABLE: Fernandina Beach Historic

OWNER OF SITE: NAME: Balogh, John

ADDRESS: 20 S. 6th St.

ADDRESS: Fernandina Beach, FL 32034

TYPE OF OWNERSHIP: private

RECORDING DATE: / /

RECORDER: NAME & TITLE: Historic Property Associates, Inc.

ADDRESS: P. O. Box 1002

St. Augustine, FL 32084

CONDITION OF SITE:

INTEGRITY OF SITE:

Check One

Check one or more

EXCELLENT

x ALTERED

ORIGINAL USE pvt.residence

GOOD

UNALTERED

PRESENT USE pvt.residence

x FAIR

x ORIGINAL SITE

DATES c.+ 1909

DETERIORATED

RESTORED: / /

CULTURE/PHASE American

MOVED: / /

PERIOD: 20th Century

NR CLASSIFICATION CATEGORY: building

DATE LISTED ON NR: / /

THREATS TO SITE: Check one or more

x ZONING

TRANSPORTATION

x DEVELOPMENT

FILL

DETERIORATION

DREDGE

BORROWING

OTHER (See Remarks Below)

AREAS OF SIGNIFICANCE: architecture

SIGNIFICANCE

See Continuation Sheet

RECORD NUMBER 110

ARCHITECT:

BUILDER:

STYLE AND/OR PERIOD: frame vernacular

PLAN TYPE: irregular

EXTERIOR FABRIC(S): wood: beaded weatherboard; shingles

STRUCTURAL SYSTEM(S): wood frame: balloon

PORCHES: W/1-story veranda, 5-bay, access W, 1st bay;
grouped columns (3) on wooden piers; dentil course

ORIENTATION: W

FOUNDATION: piers: brick; concrete, continuous

ROOF TYPE: gable

SECONDARY ROOF STRUCTURE(S):

CHIMNEY LOCATION: N&S/offset:lateral slope#E:end,interior:ridge

WINDOW TYPE: DHS, 1/1, wood; bay (1-story hexagonal) #
DHS, wood; diamond-shaped panes

CHIMNEY: brick

ROOF SURFACING: composition shingles: diamond

ORNAMENT EXTERIOR: wood

NO. OF CHIMNEYS 3

NO. OF STORIES 2.5

NO. OF DORMERS: 0

OUTBUILDINGS:

SURROUNDINGS:

SITE SIZE (approx. acreage) LT1

TOWNSHIP	RANGE	SECTION
3N	28E	22

UTM ZONE	UTM EASTING	UTM NORTHING
----------	-------------	--------------

PHOTOGRAPHIC RECORDS NUMBERS:

20 S. 6th St. is located within a subdivision known as the City of Fernandina. The subdivision was laid-out on a series of Spanish land grants acquired by Domingo Fernandez, a ships captain and planter, and his family during the early nineteenth century. Following the acquisition of Florida by the United States in 1821, the heirs of Domingo Fernandez sold the land grants which contained the Eliza or Louisa and Yellow Bluff Plantations to David Levy Yulee, President of the Florida Railroad Company and the first United States Senator from Florida. The Florida Railroad Company recorded the plat of the City of Fernandina in 1857 and the Florida Town Improvement Company revised it in 1887 and 1901.

Constructed c. 1909 20 S. 6th St. is a two story, frame vernacular residential building. It is noteworthy for its porch bay and bay window, its tracery windows, its pedimented gable, and its decorative shingles.

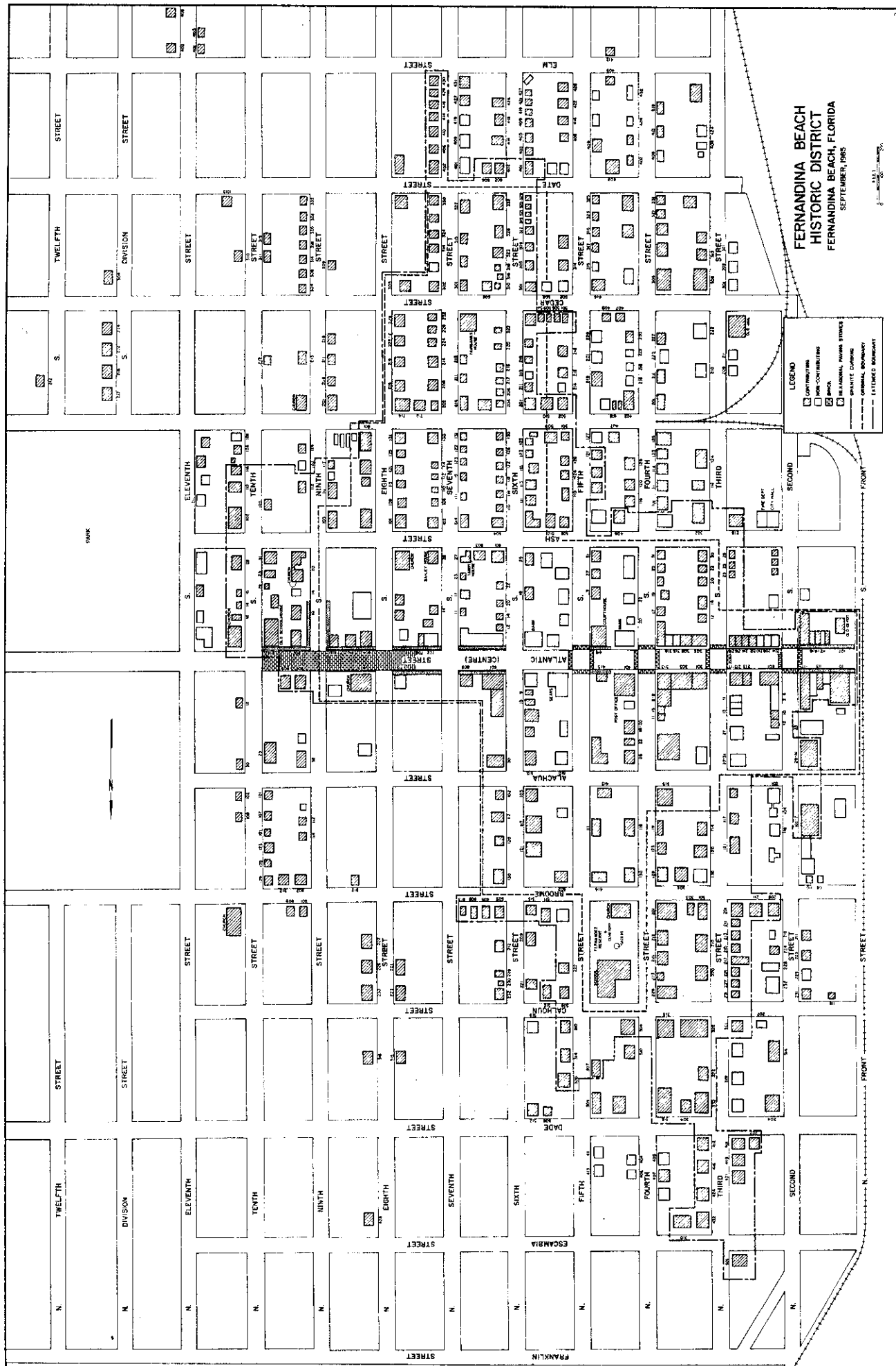


Figure 24





HDC 2018-15

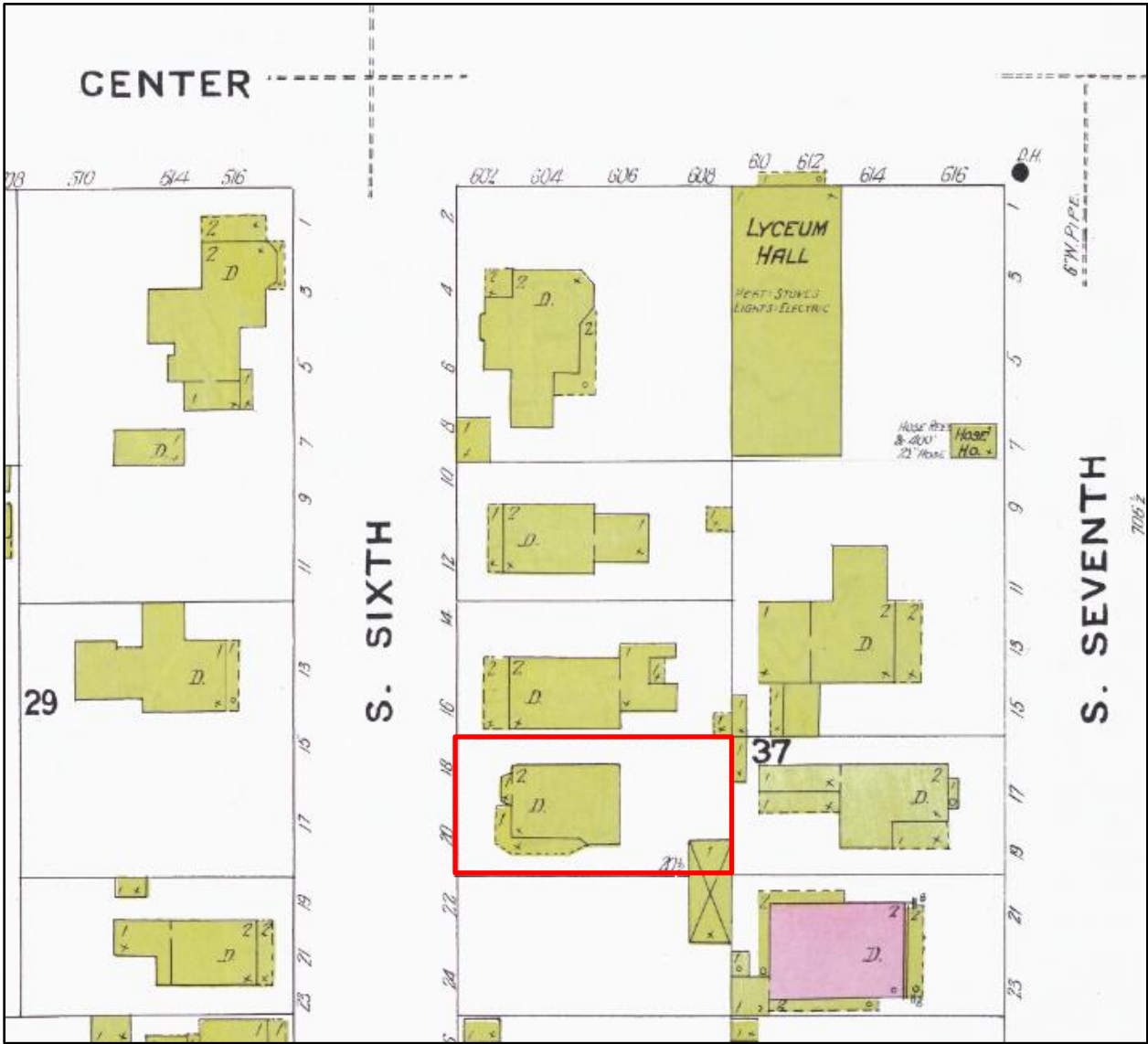
EXHIBIT 3

Study of Sanborn Fire Insurance Maps

20 S. 6th Street – Sanborn Fire Insurance Maps

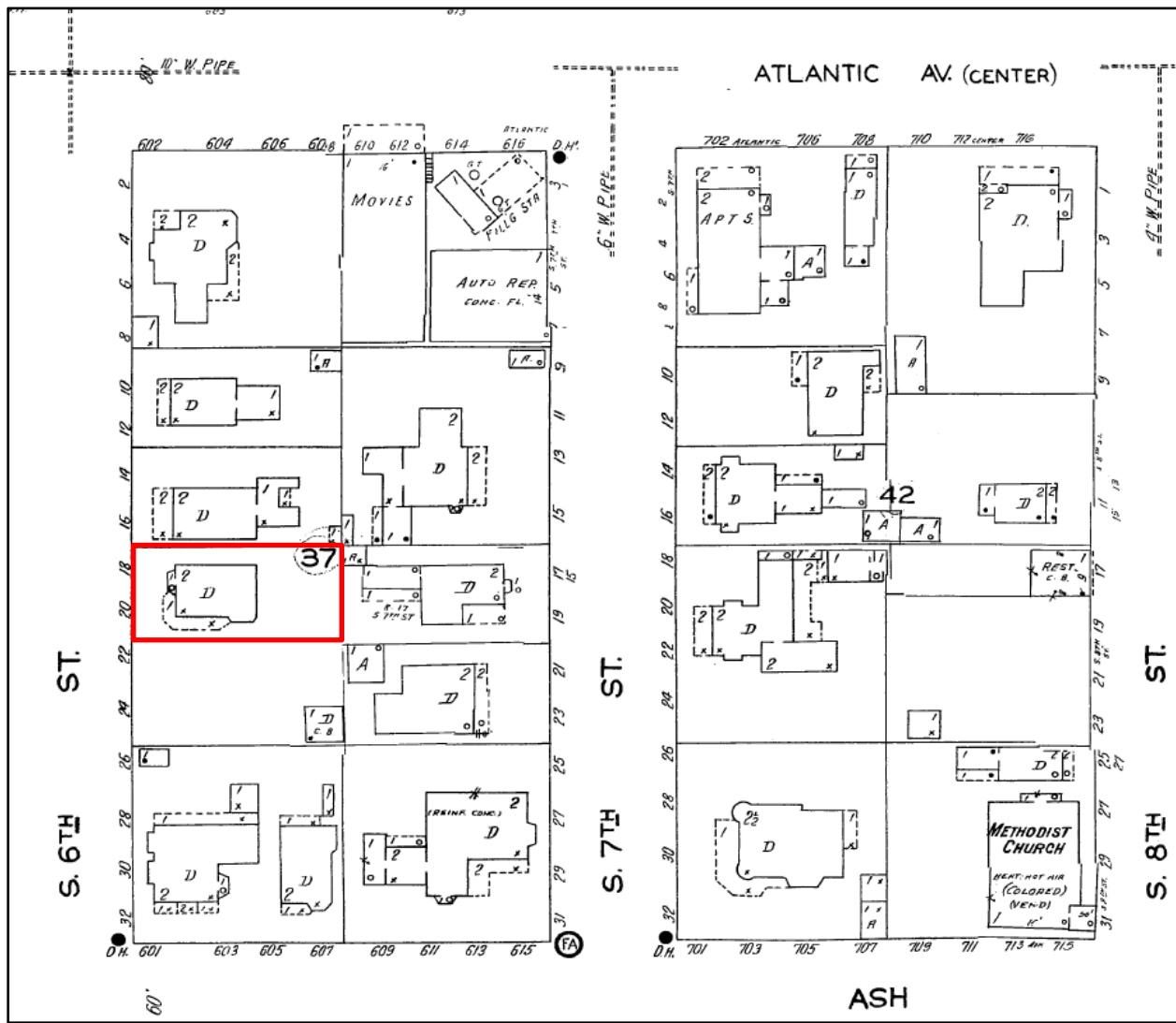
**No structures on property on 1903 Map

1909



20 S. 6th Street – Sanborn Fire Insurance Maps

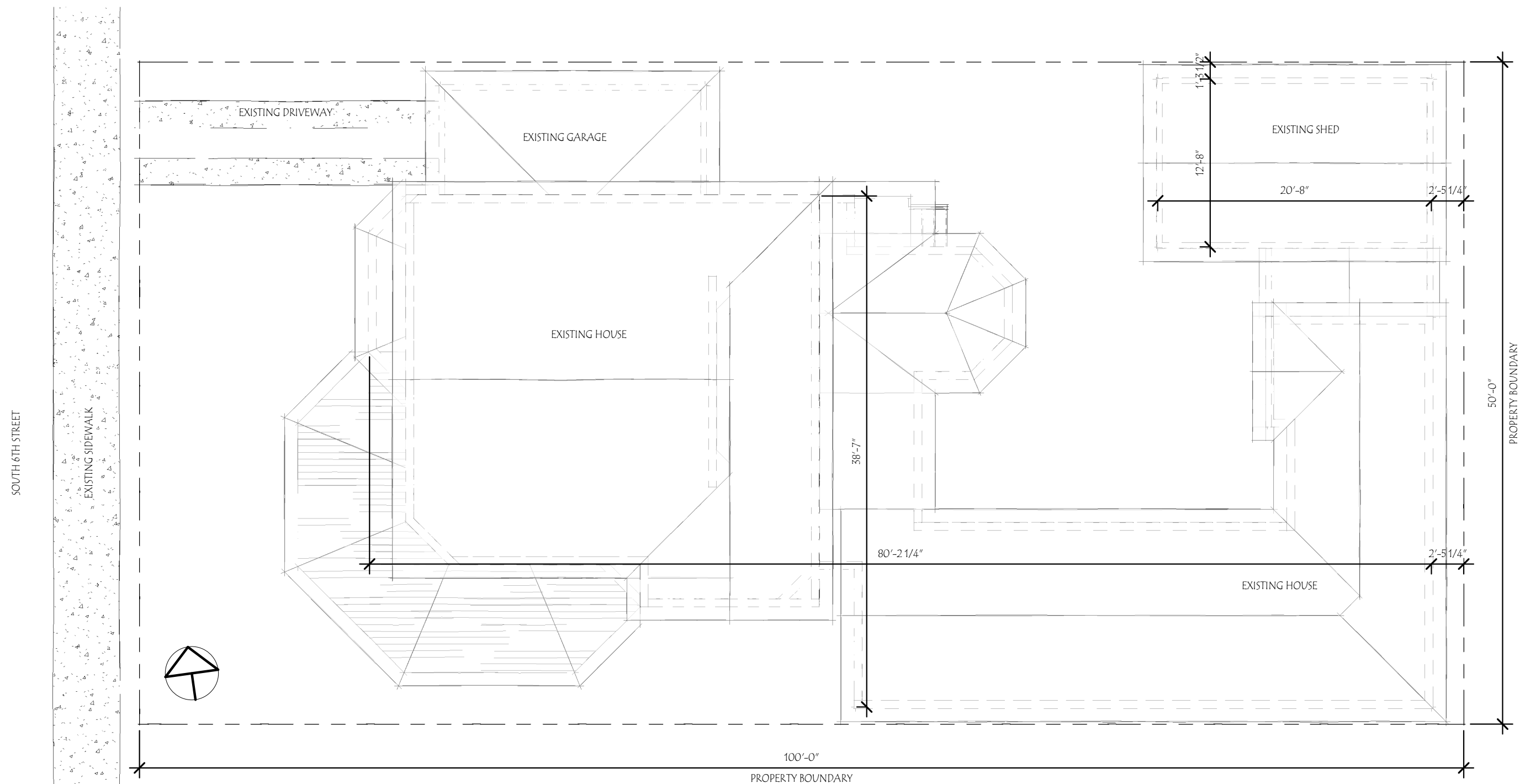
1949



HDC 2018-15

EXHIBIT 4

Updated Plans/Elevations



ARCHITECTURAL SITE PLAN - EXISTING

SCALE: 1/8" = 1'-0"

Studio Renovation

ISSUE DATE: 05/04/2018

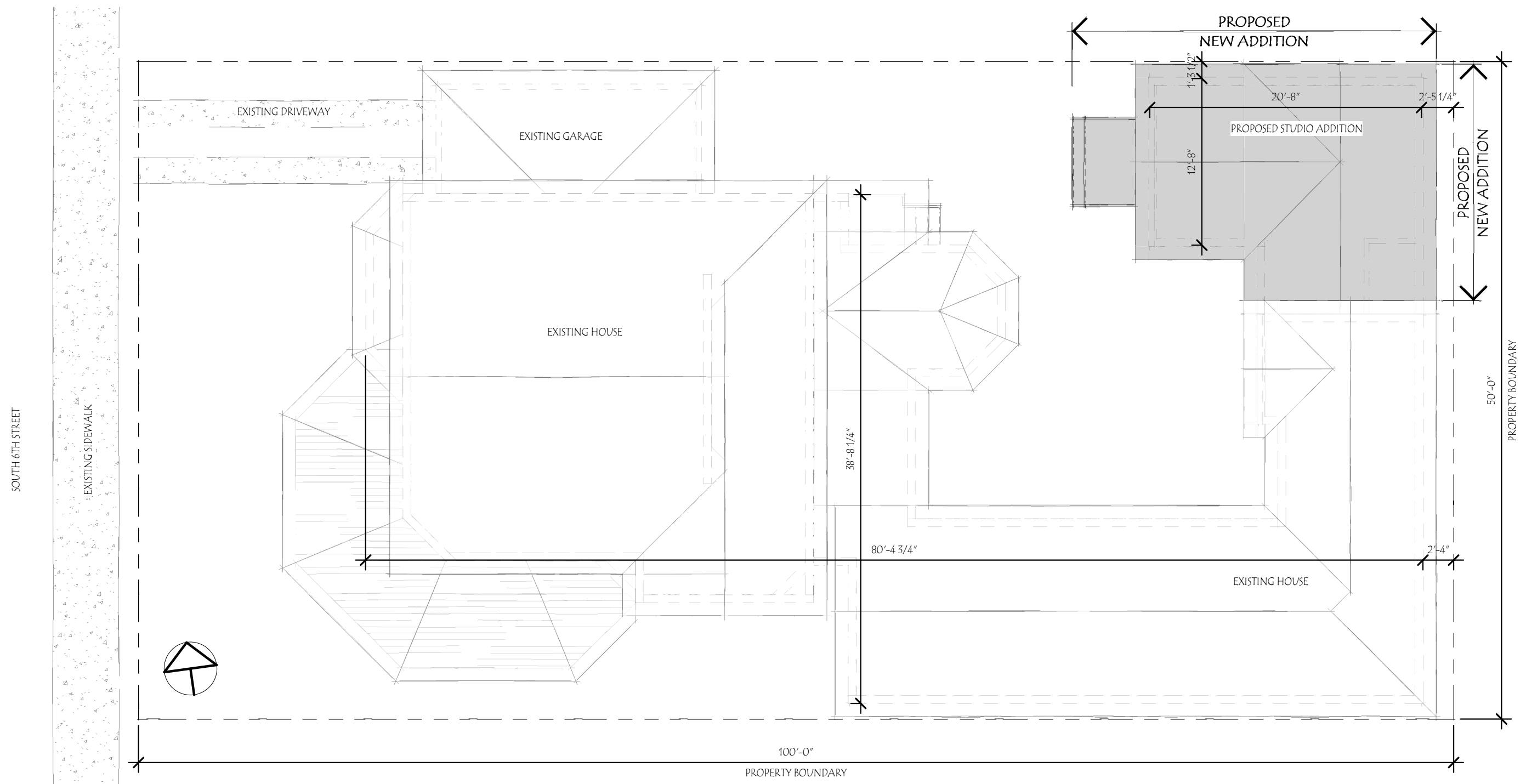
ARCHITECT

20 S. 6th Street
Fernandina Beach, FL

B1.0

PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034

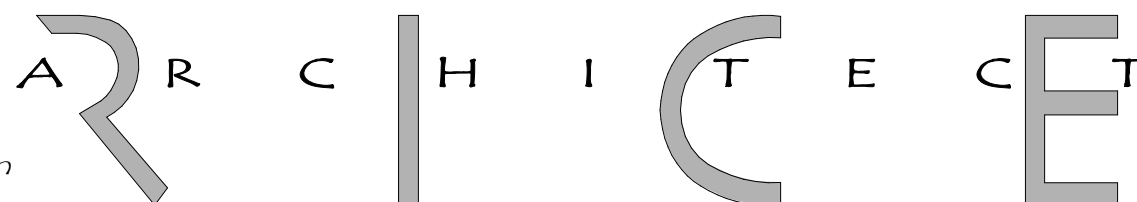


ARCHITECTURAL SITE PLAN - PROPOSED

SCALE: 1/8" = 1'-0"

Studio Renovation

ISSUE DATE: 05/04/2018

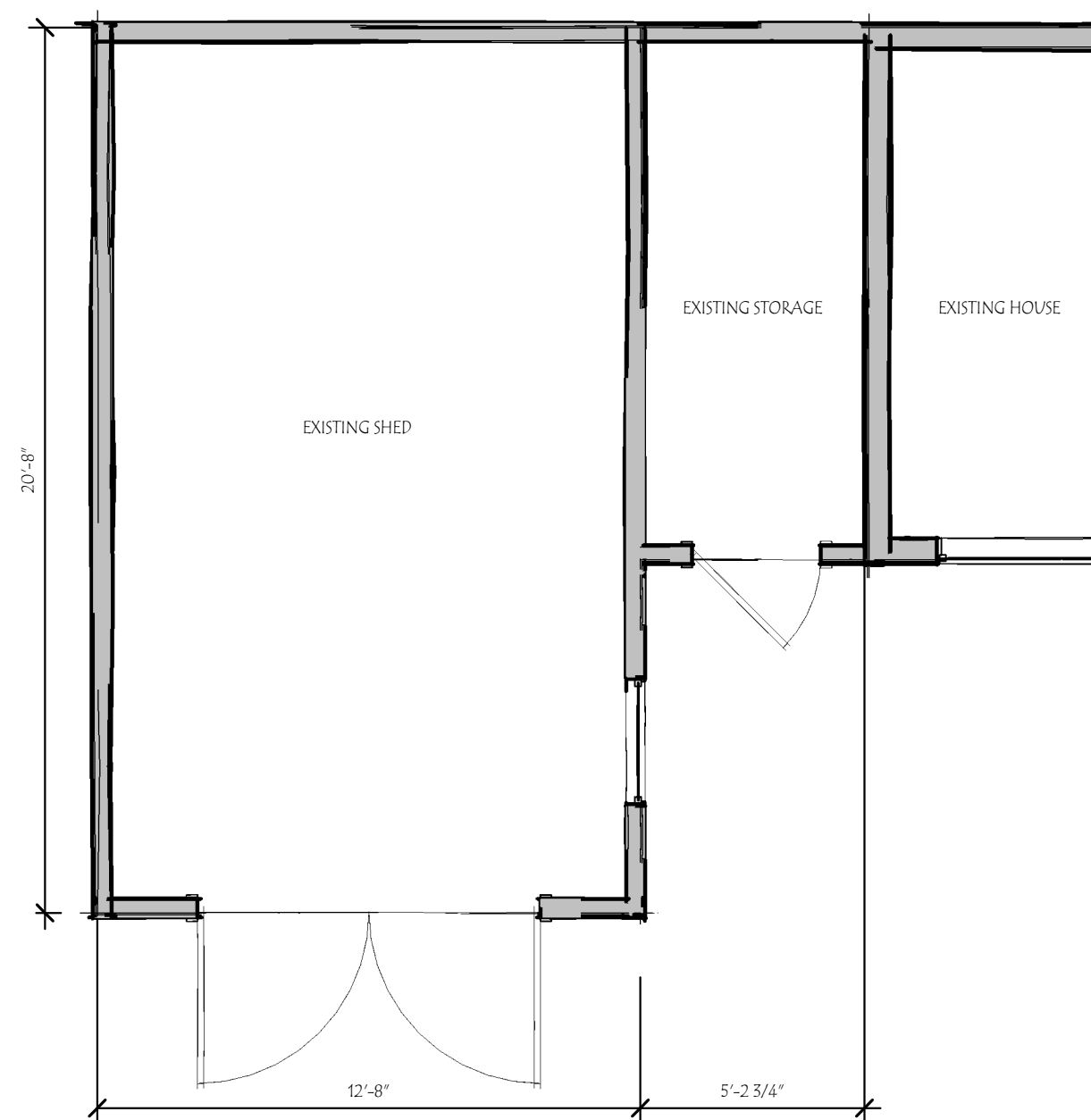


20 S. 6th Street
Fernandina Beach, FL

B1.1

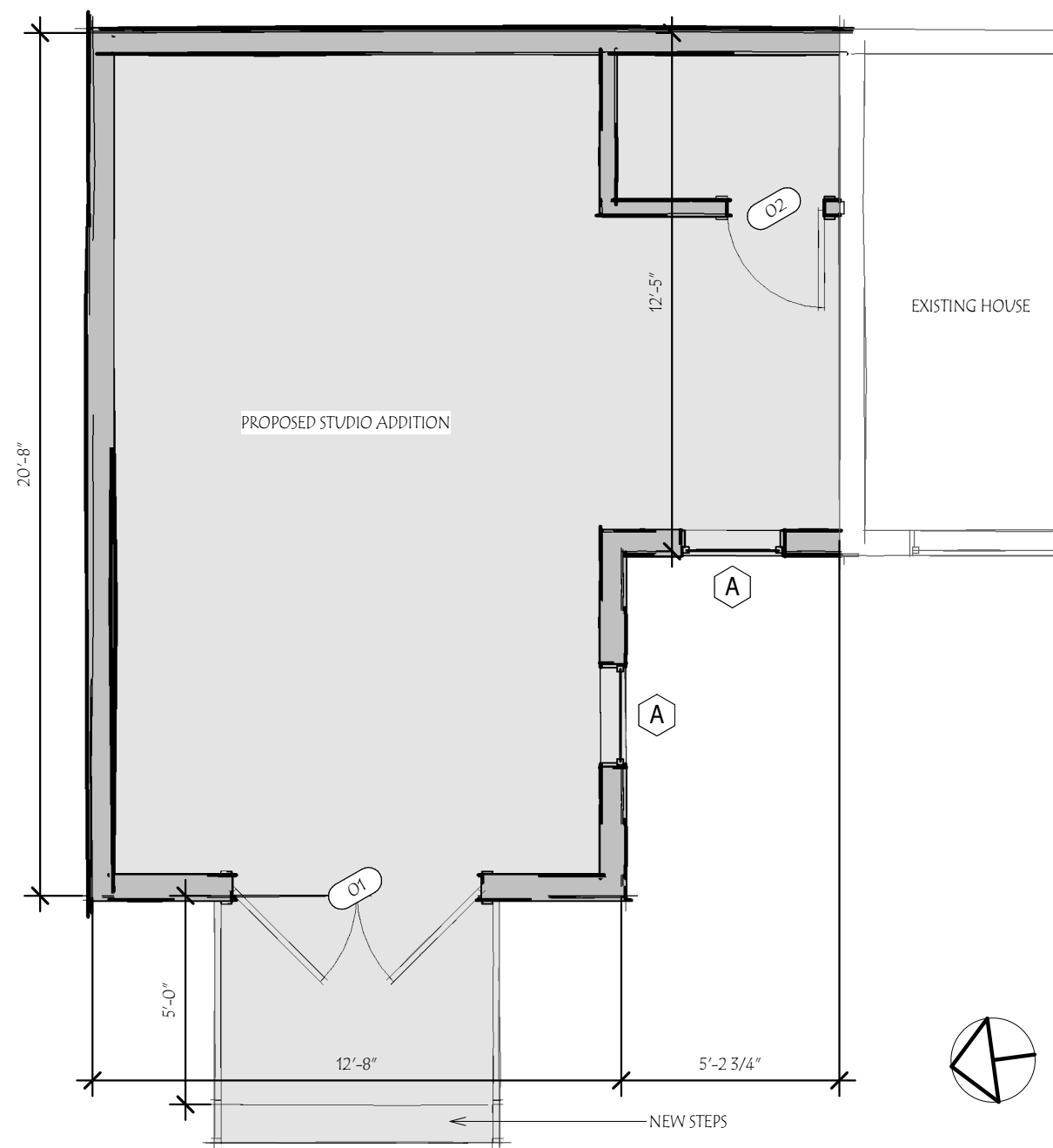
PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



FLOOR PLAN - EXISTING

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



FLOOR PLAN - PROPOSED

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

DOOR SCHEDULE ARB			
#	DOOR TYPE	DOOR PROPERTIES	
		WIDTH	HEIGHT
01	Double - Full Light	6'-0"	6'-8"
02	Single Interior - Flush	2'-4"	6'-8"

WINDOW SCHEDULE ARB			
#	SIZE		HEAD HEIGHT
	WIDTH	HEIGHT	
A	2'-6"	2'-6"	6'-8"
A	2'-6"	2'-6"	6'-8"

Studio Renovation

ISSUE DATE: 05/04/2018

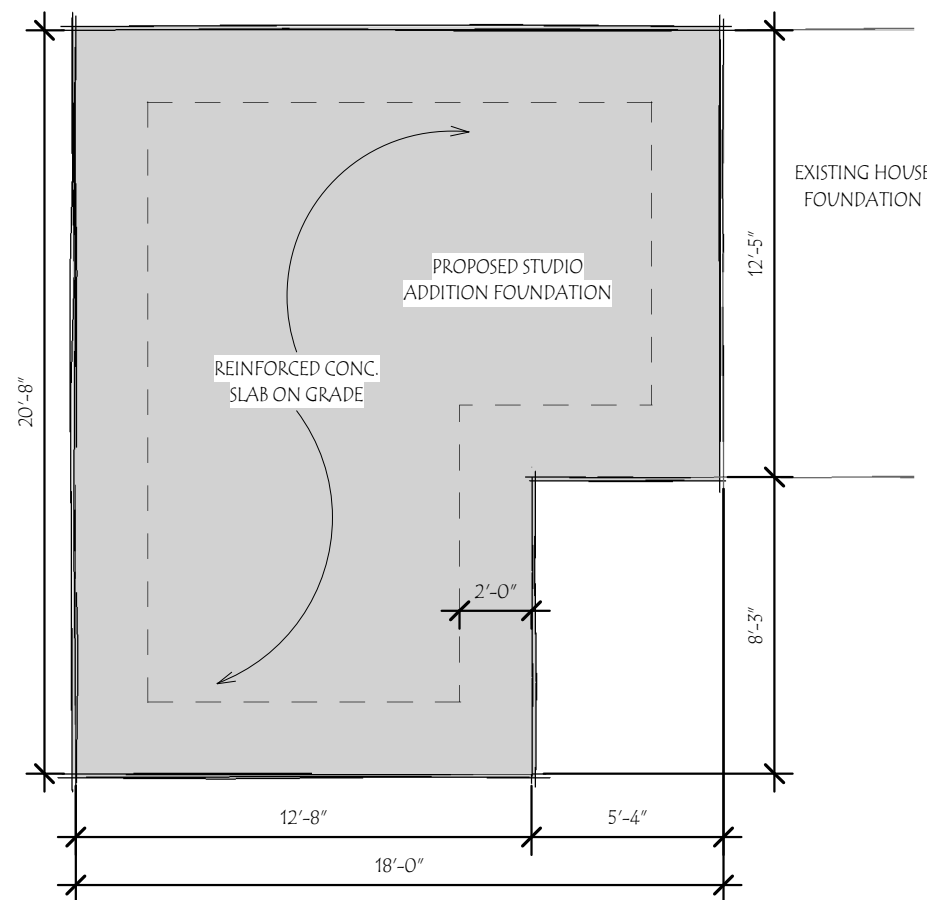
PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

RICE ARCHITECT

20 S. 6th Street
Fernandina Beach, FL

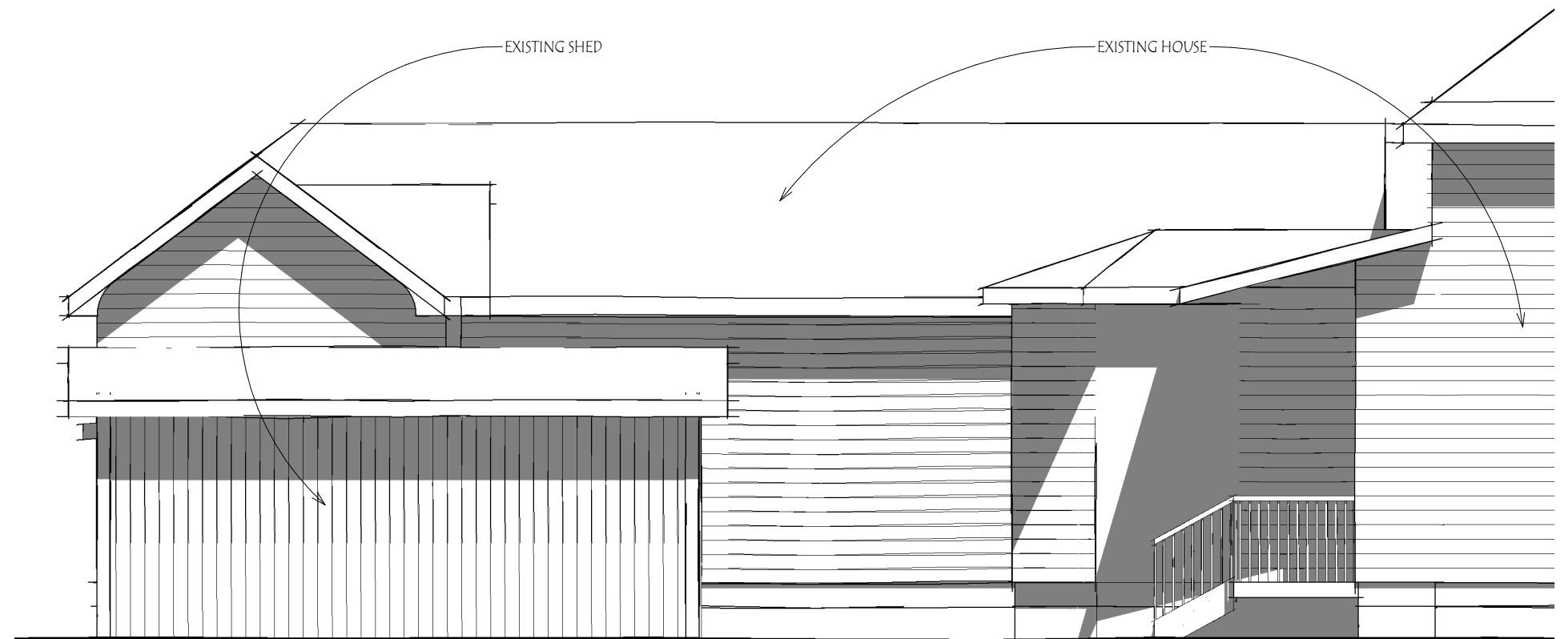
B2.1

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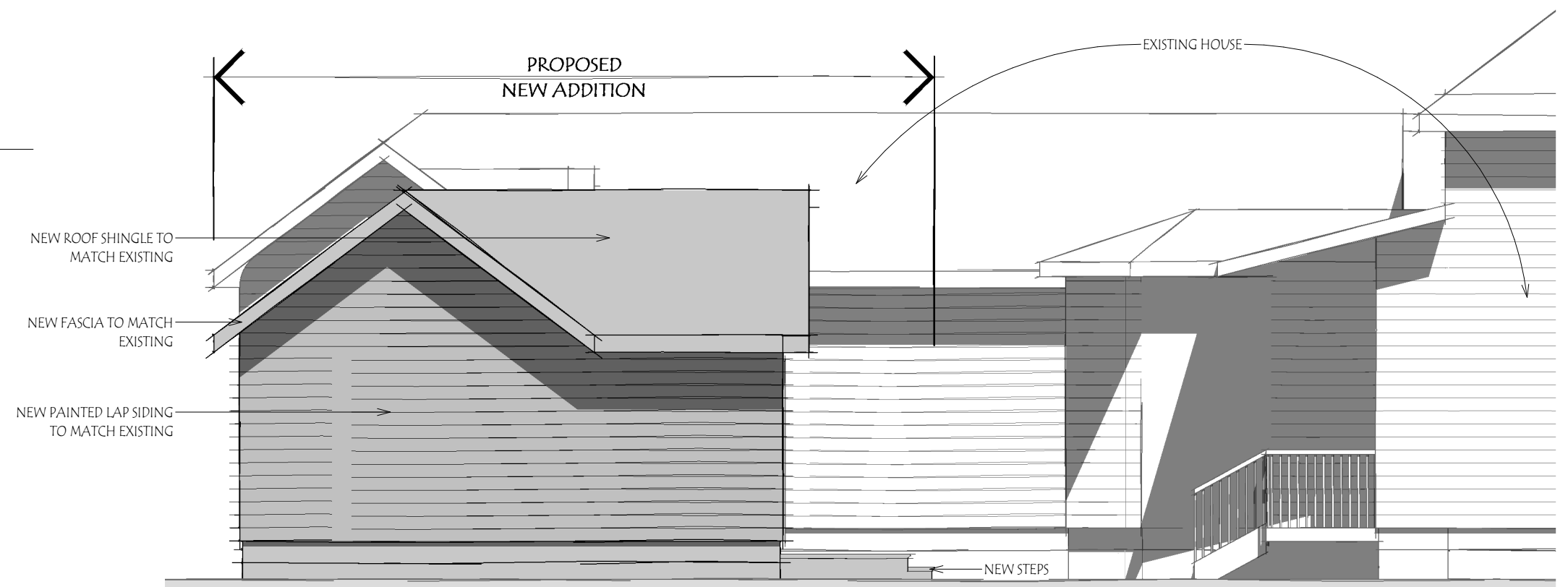
FOUNDATION PLAN - PROPOSED

SCALE: 3/16" = 1'-0"



LEFT ELEVATION - EXISTING

SCALE: 3/16" = 1'-0"



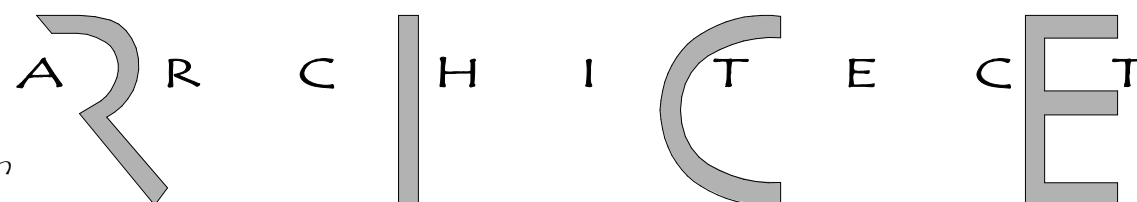
LEFT ELEVATION - PROPOSED

SCALE: 3/16" = 1'-0"

Studio Renovation

ISSUE DATE: 05/04/2018

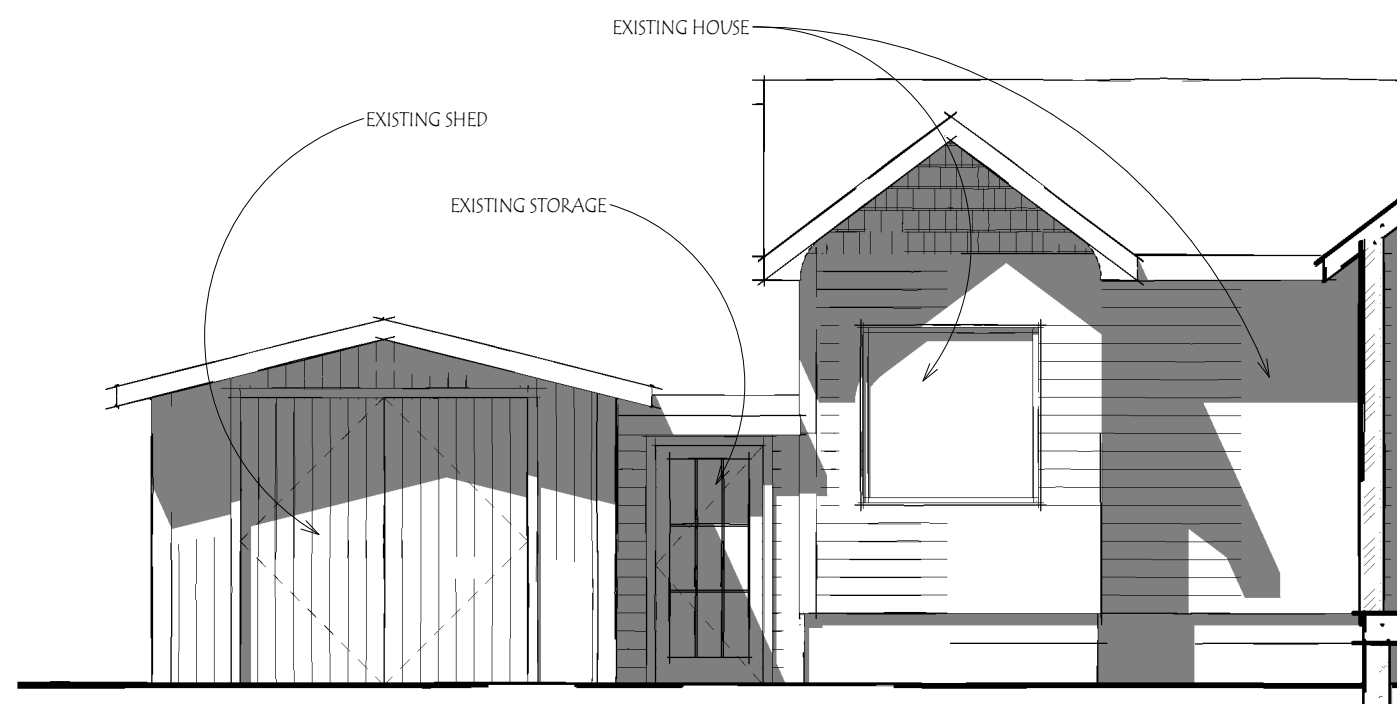
PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com



20 S. 6th Street
Fernandina Beach, FL

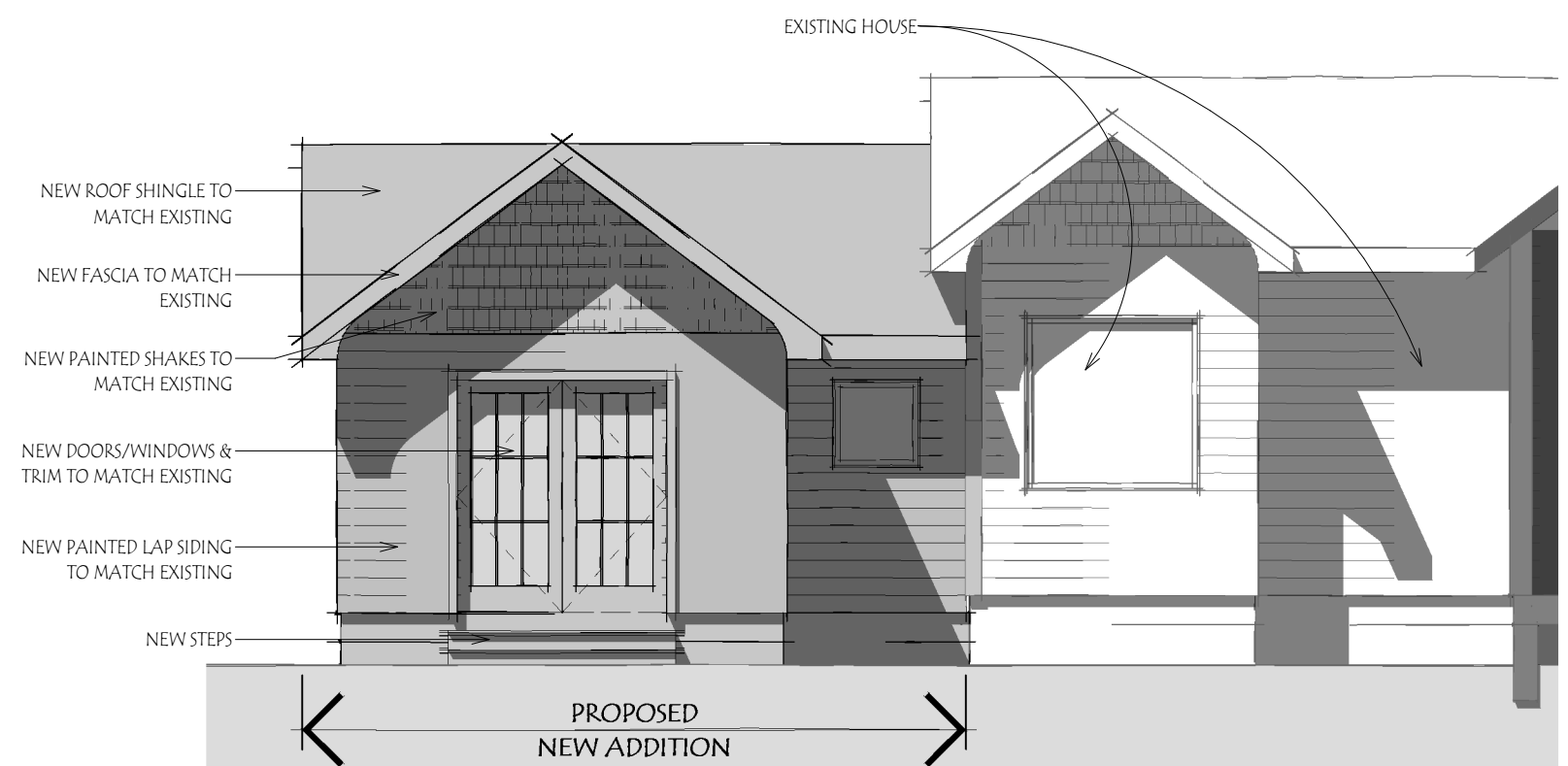
B3.0

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



COURTYARD ELEVATION - EXISTING

SCALE: 3/16" = 1'-0"



COURTYARD ELEVATION - PROPOSED

SCALE: 3/16" = 1'-0"

Studio Renovation

ISSUE DATE: 05/04/2018

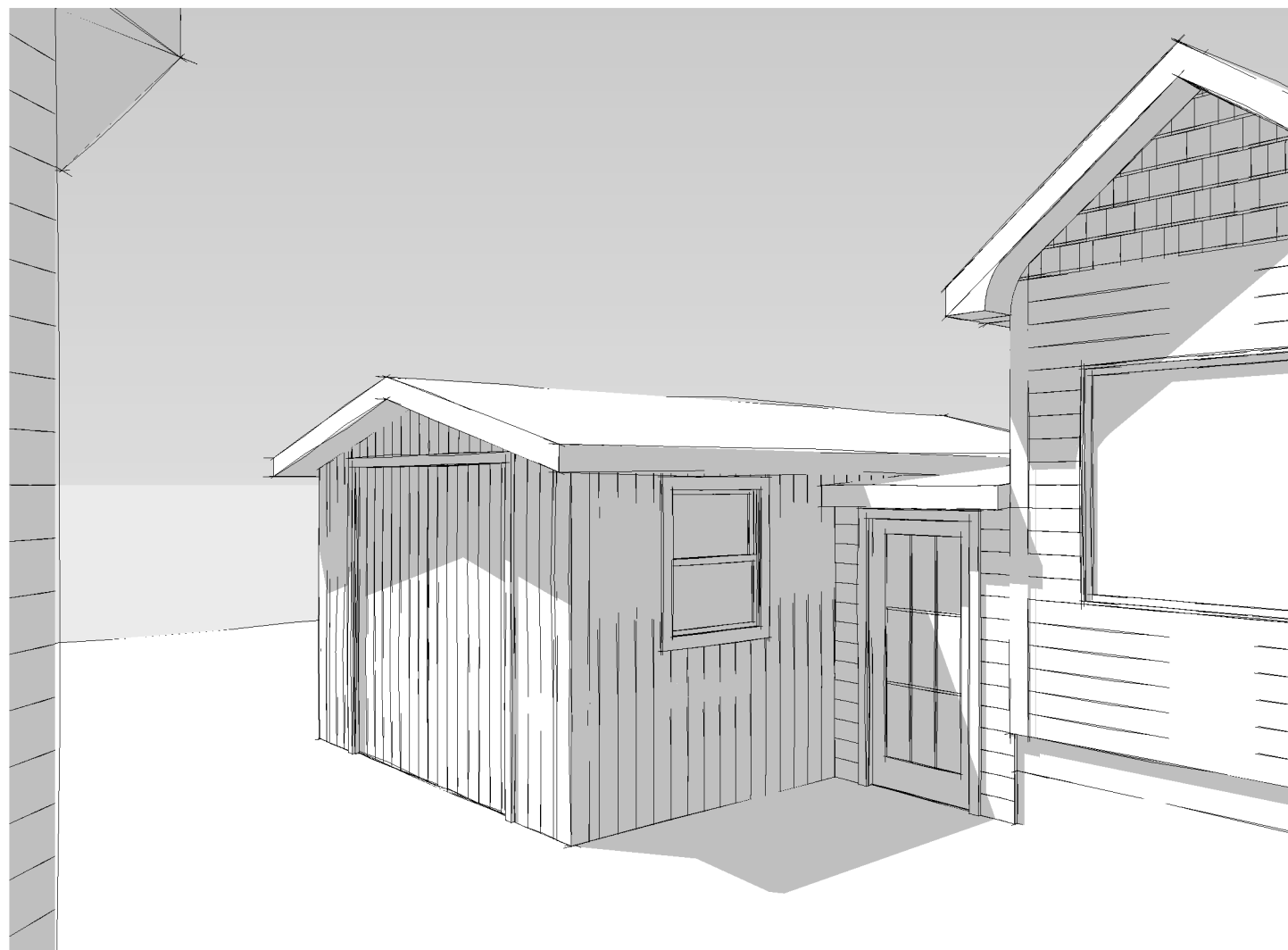
RICE ARCHITECT

20 S. 6th Street
Fernandina Beach, FL

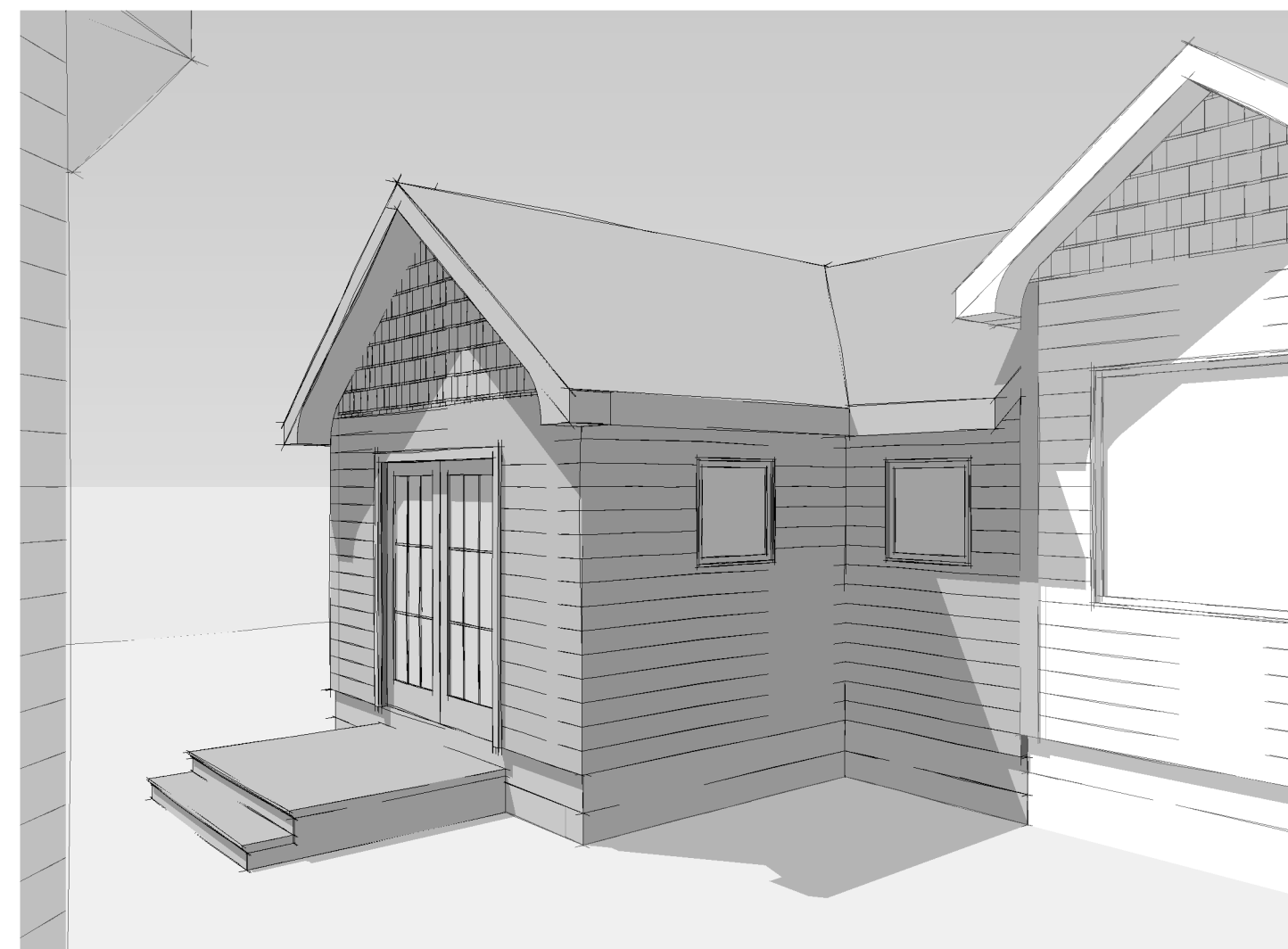
B3.1

PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



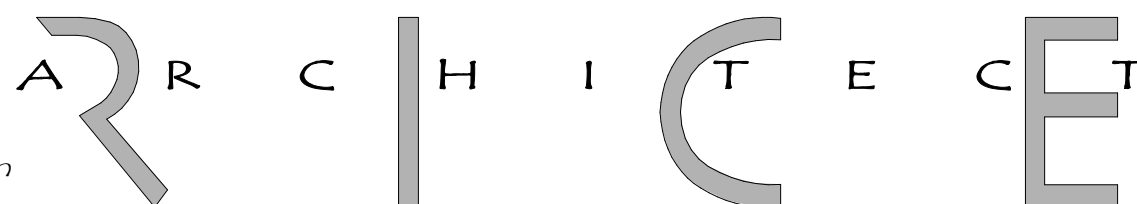
COURTYARD PERSPECTIVE 1 - EXISTING



COURTYARD PERSPECTIVE 1 - PROPOSED

Studio Renovation

ISSUE DATE: 05/04/2018

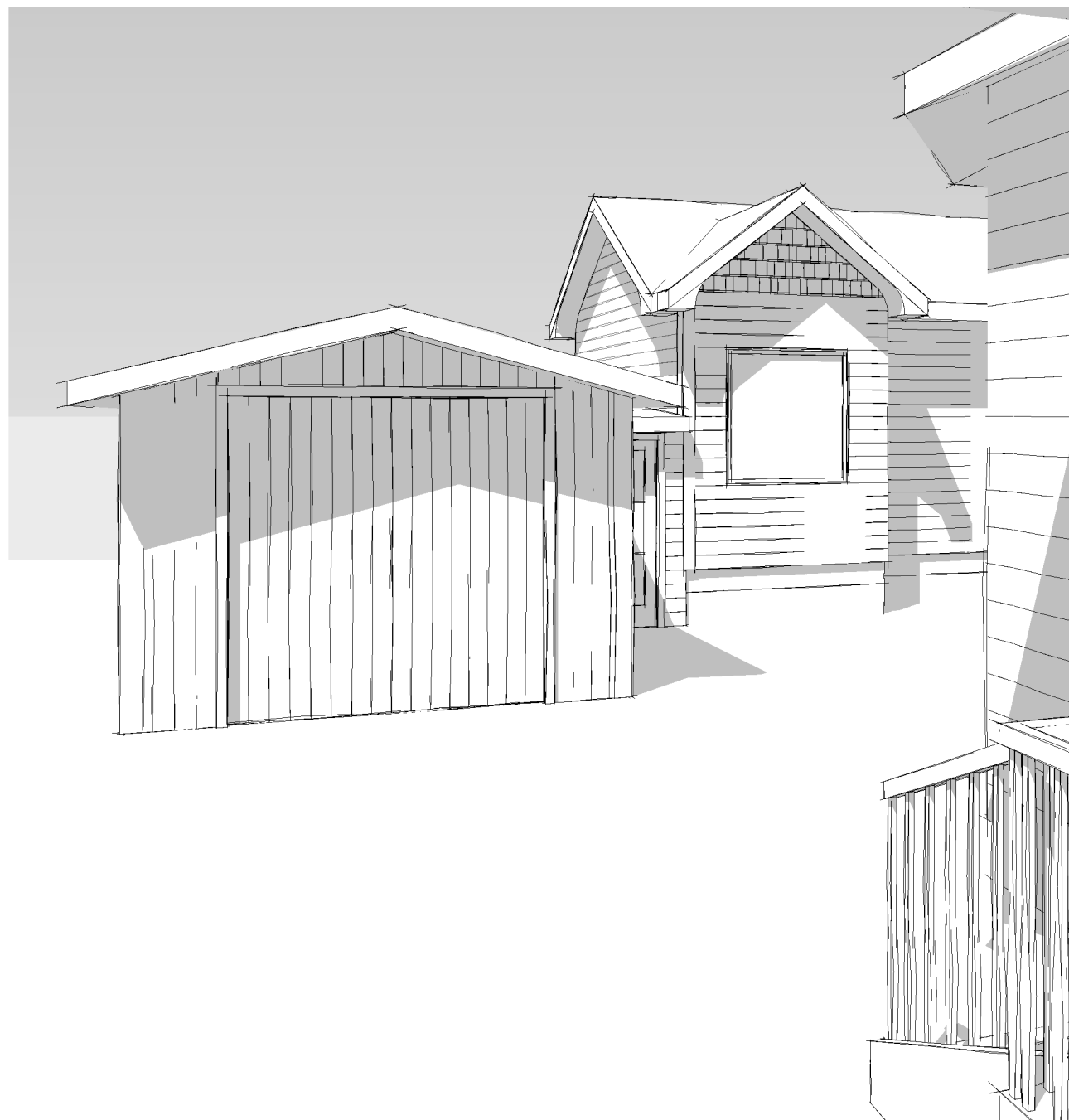


20 S. 6th Street
Fernandina Beach, FL

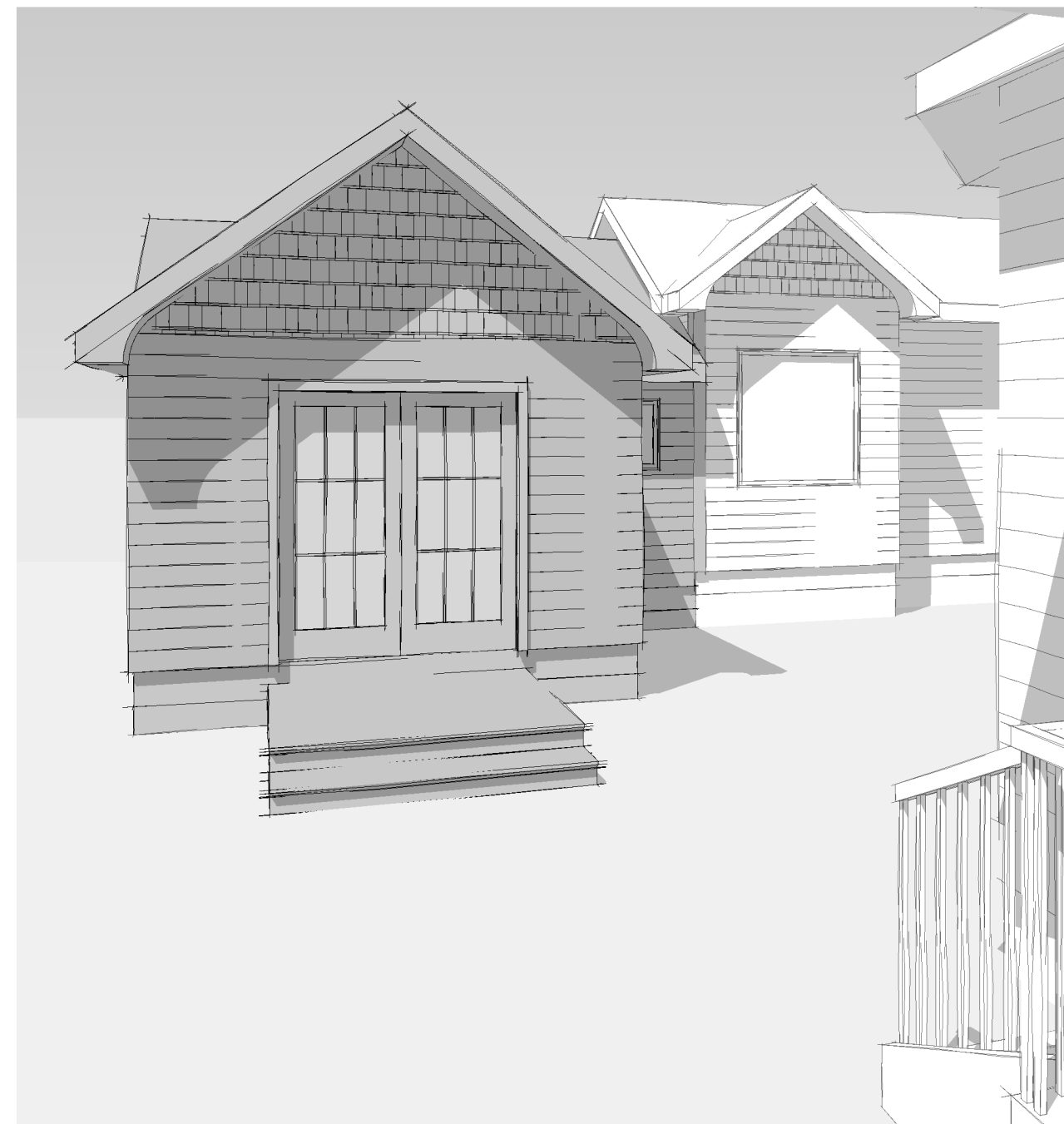
B3.2

PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



COURTYARD PERSPECTIVE 2 - EXISTING



COURTYARD PERSPECTIVE 2 - PROPOSED

Studio Renovation

ISSUE DATE: 05/04/2018

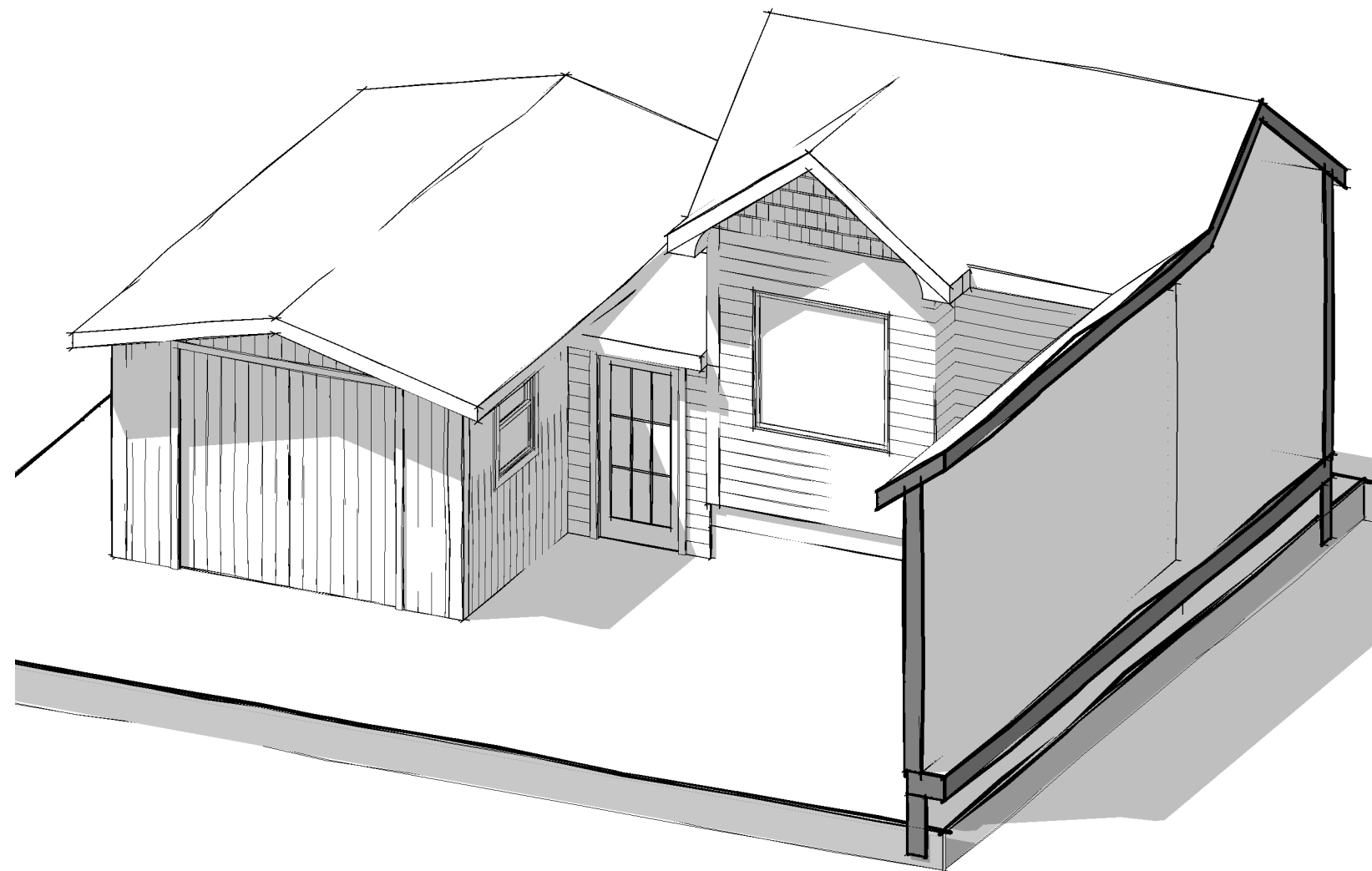
A R C H I T E C T

20 S. 6th Street
Fernandina Beach, FL

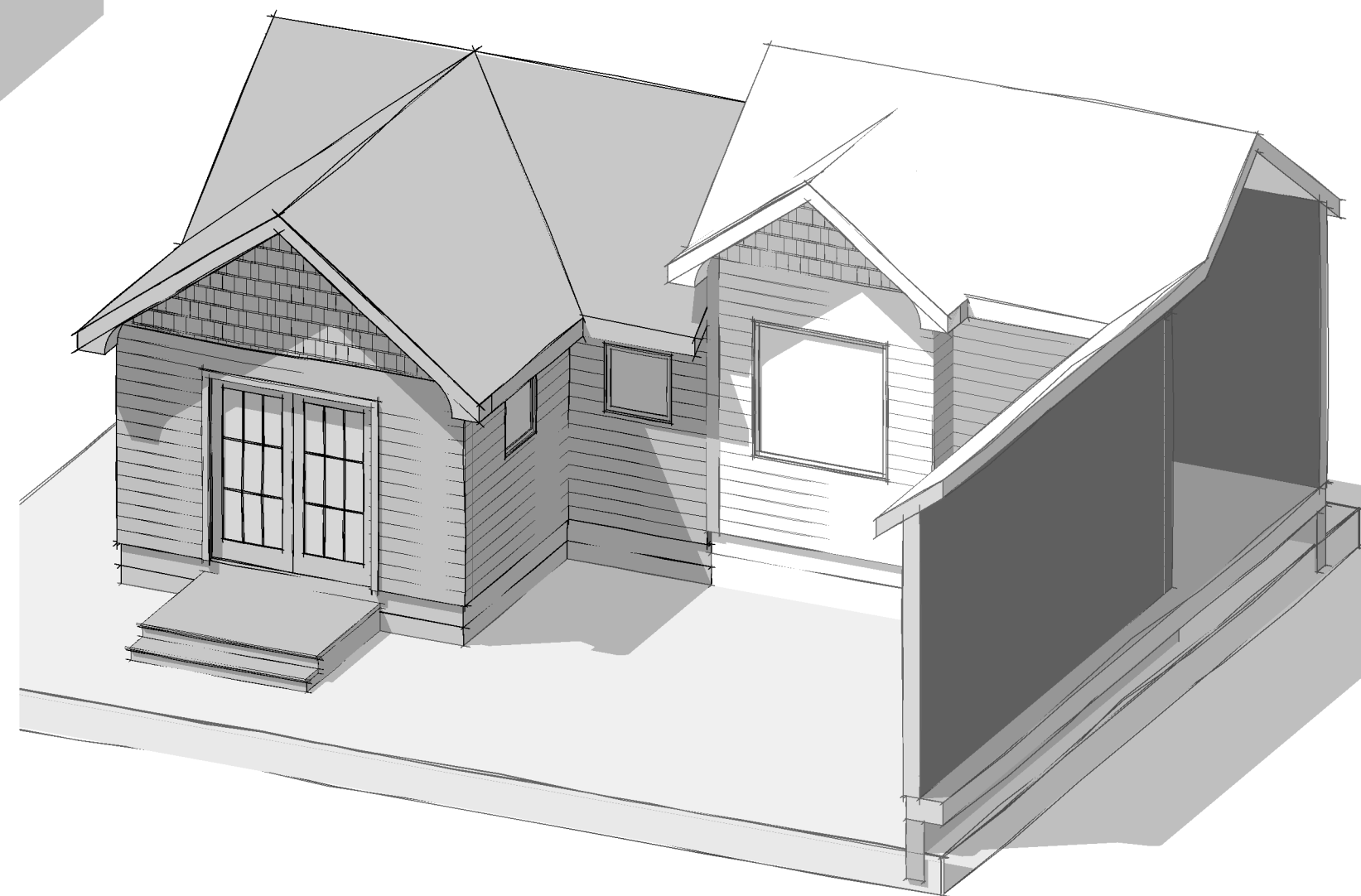
B3.3

PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



COURTYARD 3D - EXISTING



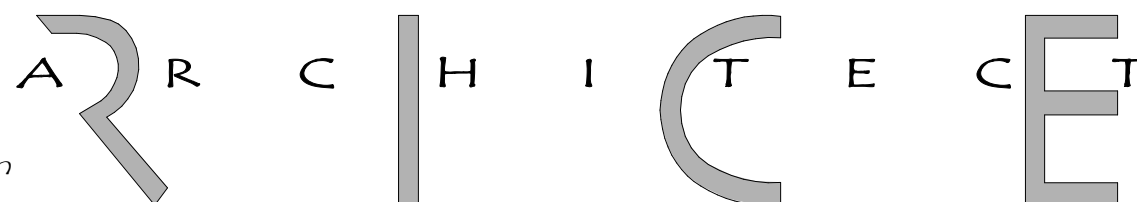
COURTYARD 3D - PROPOSED

Studio Renovation

ISSUE DATE: 05/04/2018

20 S. 6th Street
Fernandina Beach, FL

B3.4





HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2018-13
MAY 24, 2018

Owner/Applicant:	Miranda Architects, agent for St. Michael Catholic Church				
Property Address:	224 N 5 th Street				
Requested action:	Certificate of Approval (COA) for Demolition of a non-contributing accessory structure.				
Current zoning:	R-2				
FLUM land use category:	Medium Density Residential				
Existing uses on the site:	Office (religious)				
FL Master Site File #	N/A				
Year Built:	1998 (NCPA)				
Contributing Status:	Non-Contributing				
Adjacent Properties:	North	Church	R-2	c. 1997	
	South	Church	R-2	c. 1973	
	East	Single-Family Residential	R-2	c. 2013	
	West	Church	R-2		

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



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

This non-contributing resource was built in 1997. The applicant is seeking to demolish this structure as part of a larger redevelopment of this property.

APPLICABLE GUIDELINES:

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE

8.00.01 Intent

It is declared as a matter of public policy that protection, enhancement, perpetuation and use of sites of aesthetic, archaeological, architectural, cultural, historical and paleontological merit or value is in the interests of the health, prosperity, safety and welfare of the people of Fernandina Beach. The City Commission finds that the irreplaceable loss of these resources to the community would detrimentally affect the community as a whole. It is therefore the intent of this chapter to:

- A. Effect and accomplish the protection, enhancement and perpetuation of buildings, structures, improvements, sites, districts, landscape features, and archaeological and paleontological resources that represent distinctive elements of the City's architectural, cultural, economic, natural, political, prehistoric, religious, scientific, and social history;
- B. Safeguard the City's architectural, cultural, economic, natural, political, prehistoric, religious, scientific and social heritage, as embodied and reflected in such structures, sites, and districts;
- C. Foster awareness and pride in the accomplishments and events of the City's past;
- D. Protect and enhance the City's attraction to residents, tourists, and visitors, and serve as an economic stimulus to business and industry;
- E. Stabilize and improve property values and encourage compatible redevelopment;
- F. Enhance the visual and aesthetic character of the City; and
- G. Promote the use of individual structures, sites, and districts for the education, leisure, and welfare of the people of Fernandina Beach.

8.00.03 Relationship to Comprehensive Plan

The following standards implement Goal 11: Historic Preservation Element of the Fernandina Beach Comprehensive Plan to identify, preserve, and protect historic and cultural resources within the City.

8.01.01 Standards for Development in the Historic District Overlays

- A. The review of proposed development within the Historic District Overlays shall be based upon the latest edition of Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings from the U.S. Secretary of Interior.
- B. The review of proposed development within the Historic District Overlay shall also be based upon compliance with the Downtown Historic District Guidelines, dated December 1999, as amended from time to time. The review of proposed development within Old Town shall be based upon compliance with the Old Town Preservation and Development Guidelines, dated June 1999, as amended from time to time.
- C. In addition to standards applicable to the underlying zoning district, new construction within the Historic District Overlay shall be compatible with the existing character of the landmark or the district. Compatible design means architectural design and construction that will fit harmoniously into the district or the landmark site. New construction shall be compatible in scale, materials, and quality of construction with adjacent buildings and structures that have been designated.

- D. The following features shall be considered by the Historic District Council in the evaluation of proposed new construction, as such features comply with the guidelines referenced in Section 8.01.01.01(A) and (B) above:
1. Scale, including height and width;
 2. Setbacks;
 3. Orientation and site coverage;
 4. Alignment, rhythm, and spacing of buildings;
 5. Form and detail, considering the link between old and new buildings;
 6. Maintaining materials within the district or on the landmark site;
 7. Maintaining quality within the district or on the landmark site;
 8. Facade proportions and window patterns;
 9. Entrances and porch projections;
 10. Roof forms; and
 11. Horizontal, vertical, or non-directional emphasis.

8.02.02 Historic District Council Roles and Responsibilities

The HDC shall have the duty and responsibility to:

- C. Review and approve or deny applications for a certificate of Approval for construction, alteration, demolition, or removal of historic landmarks, historic sites, archaeological sites, properties in historic districts, or properties in the CRA Overlay.

8.03.03.01 Requirements for Demolition Applications

- A. Application requirements. Application for a Certificate of Approval for any demolition of a primary building or structure (contributing or noncontributing) located within a locally designated historic district or the CRA shall be submitted by the property owner to the HDC. No building or structure in a locally designated historic district or the CRA shall be demolished without approval by the HDC, unless by a superseding order of a government agency or a court of competent jurisdiction.
- B. Public hearings and notice requirements. Certificate of Approvals for demolition applications are to be heard in accordance with HDC hearing requirements for Certificate of Approval applications and noticed in accordance with City requirements for public hearings.
- C. Review criteria for demolition applications. In evaluating applications for a Certificate of Approval for demolition, the HDC shall consider the following:
1. Whether the structure or site would meet national, state, or local criteria for designation;
 2. Whether the structure or site is a contributing structure or site to a locally designated or National Register historic district;
 3. Whether loss of the structure or site would deteriorate the quality or continuity of the historic district, or the surrounding neighborhood;
 4. Whether the structure or site is of such design, craftsmanship, or material that it could be reproduced only with great difficulty and/or expense;
 5. Whether the structure or site is one of the last remaining examples of its kind in the neighborhood, county or region, or is a distinctive example of an architectural or design style which contributes to the character of the district;
 6. Whether removal of the structure or site would destroy the historic relationship between structures or open space;
 7. Whether retention of the structure or site promotes the general welfare of the City by providing an opportunity for study of local history, architecture, and design, or by developing an understanding of the importance and value of a particular culture and heritage;
 8. Whether the applicant has made good faith efforts to pursue alternatives to demolition;

DOWNTOWN HISTORIC DISTRICT GUIDELINES

Demolition (pg 109)

Application for a Certificate of Approval for any demolition of a primary building or structure (contributing or non-contributing) located within a locally designated historic district or the CRA shall be submitted by the property owner to the HDC. No building or structure in a locally designated historic district or the CRA shall be demolished without approval by the HDC, unless by a superseding order of a government agency or a court of competent jurisdiction.

1. Demolition should only occur after all other options have been considered and retention of the building is found not to be feasible due to structural or economic reasons.
2. Demolition may occur to ensure the public safety and welfare.

ANALYSIS:

Staff finds that this non-contributing resource does not meet criteria for national, state, or local criteria for designation. The loss of this structure would not have a negative impact on the Downtown Historic District.

Plans for the redevelopment of this property have been concurrently submitted for conceptual approval.

STAFF RECOMMENDATION:

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

Staff recommends:

APPROVAL of HDC 2018-13

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2018-13 **with or without** conditions;

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

That HDC case 2018-13, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Guidelines to warrant approval at this time

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2018-13 Application and Backup Materials

Respectfully Submitted,



Salvatore J. Cumella
Historic Preservation Planner

HDC 2018-13

EXHIBIT 1

Application and Backup Materials



APPLICATION FOR HISTORIC DISTRICT COUNCIL COA

OFFICE USE ONLY	
REC'D: <u>2/13/18</u>	BY: <u>[Signature]</u>
PAYMENT: \$ <u>300.00</u>	TYPE <u>OC 43303</u>
APPLICATION #: <u>2018-000397</u>	
HDC CASE #: <u>2018-13</u>	
APPLICATION COMPLETE: Y___ N___	
PRE-CONFERENCE: Y___ N___	DATE _____

BOARD MEETING DATE: _____
PLANNER: _____ DATE: _____
___ APPROVED ___ DENIED

APPROVAL TYPE:	☐ Staff Approval	☐ Board Approval: Conceptual _____ or Final _____
PROJECT TYPE:		
☐ New Construction	☐ Addition	☐ Alteration
☐ Relocation	☒ Demolition	☐ Variance
☐ Repair	☐ Paint	☐ Fence
☐ Sign	☐ Re-roof	☐ Other: _____
PROPERTY INFORMATION Property information can be found at the Nassau County Property Appraiser's Website → Map Search		
Street Address: <u>224 North 5th Street</u>		
Historic District: ☒ Downtown ☐ Old Town ☐ CRA Waterfront		
Parcel Identification Number(s): <u>00-00-31-1800-0032-0030</u>		
Zoning District: <u>R-2</u> Lot / Block Number (optional) <u>3, 4, 5/32</u>		

PROJECT DESCRIPTION

Owner of Record	As recorded with the Nassau County Property Appraiser
Owner(s) Name <u>St. Michael Catholic Church</u>	
Corporation or Company (if applicable) <u>Diocese of St. Augustine</u>	
Street Address <u>505 Broome Street</u>	
City State Zip <u>FB, FL 32034</u>	
Telephone Number <u>261-3472</u>	
Email Address	

Applicant or Agent	If other than owner. If an agent will be representing the owner, an Owner's Authorization For Agent Representation form must be included
Applicant Name <u>Jose Miranda</u>	
Corporation or Company (if applicable) <u>Miranda Architects</u>	
Street Address <u>309 1/2 Centre St., Suite 206</u>	
City State Zip <u>FB, FL 32034</u>	
Telephone Number <u>261-4586</u>	
Email Address <u>jmiranda@mirandaarchitects.com</u>	

Part 1. Describe The Existing Conditions and Materials. Describe the existing structure(s) on the subject property in terms of the construction materials and site conditions, as well as the surrounding context.

Demolition of existing 2-story, circa 1998
Building currently used as office space and
church gift shop.

Part 2. Describe The Proposed Project and Materials. Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s). Attach further description sheets, if needed.

List proposed materials and colors, as applicable (use additional sheet if necessary):

Project Scope	Manufacturer	Product Description	FL Product Approval #	Color (Name/Number)
Exterior Fabric				
Doors				
Windows				
Roofing				
Fascia/Trim				
Foundation				
Shutters				
Porch/Deck				
Fencing				
Driveways/Sidewalks				
Signage				
Other				

Please submit all product brochures, paint color samples, and material samples with your application.

CERTIFICATION

By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Community Development Department to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.
5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).
6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.
7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.
8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.
9. I/We understand that Certificates of Approval are only valid for **one year** from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

3/12/18
Date

[Signature]
Signature of Applicant

STATE OF FLORIDA }
COUNTY OF NASSAU } ss

Subscribed and sworn to before me this 12th day of March, 2018.

Leah Hall
Notary Public: Signature

LEAH HALL
Printed Name



LEAH HALL
MY COMMISSION # FF 928201
EXPIRES: February 20, 2020
Bonded Thru Budget Notary Services

My Commission Expires

Personally Known X OR Produced Identification _____ ID Produced: _____

USE THIS FORM TO: Authorize an agent to make application and represent the owner of record.



**OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION**

I /WE St. Michael Catholic Church
(print name of property owner(s))

hereby authorize: Jose Miranda, Architect
(print name of agent)

to represent me/us in processing an application for: CoA, Historic District Council
(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.

Jose Kallukalam
(Signature of owner)

(Signature of owner)

Rev. Father Jose Kallukalam
(Print name of owner)

(Print name of owner)

STATE OF FLORIDA }
COUNTY OF NASSAU } ss



Subscribed and sworn to before me this 13 day of March, 2018.

Jeanne Dean
Notary Public: Signature

JEANNE DEAN
Printed Name

My Commission Expires

Personally Known ☒ OR Produced Identification ☐ ID Produced: ☐

NASSAU**A. Michael Hickox, CFA, Cert.Res.RD1941
Nassau County Property Appraiser**

Property Search

Sales Search

Nassau Home

OWNER NAME	VICTOR GALEONE AS BISHOP OF	PARCEL NUMBER	00-00-31-1800-0032-0030
MAILING ADDRESS	THE DIOCESE OF ST AUGUSTINE	TAX DISTRICT	FERNANDINA BEACH (DISTRICT 2)
	11625 OLD ST AUGUSTINE ROAD	MILLAGE	20.2467
		PROPERTY USAGE	CHURCHES
	JACKSONVILLE, FL 32258	DEED ACRES	0
LOCATION ADDRESS	222 N 5TH ST	HOMESTEAD	N
	FERNANDINA BEACH 32034	PARCEL MAP RECORD	MAP THIS PARCEL
SHORT LEGAL	BLOCK 32 LOTS 3 4 & 5 IN OR 1106/574	TAX COLLECTOR SEARCH	NASSAU TAX COLLECTOR LINK
	ESMT IN OR 956/175	PROPERTY RECORD CARD	LINK TO PROPERTY RECORD CARD (PDF)

2017 Certified Values

JUST VALUE OF LAND	\$288,750
LAND VALUE AGRICULTURAL	\$0
TOTAL BUILDING VALUE	\$324,127
TOTAL MISC VALUE	\$21,220
JUST OR CLASSIFIED TOTAL VALUE	\$634,097
ASSESSED VALUE	\$578,599
EXEMPT VALUE	\$578,599
TAXABLE VALUE	\$0

Land Information

LAND USE	LAND UNITS	LAND UNIT TYPE	SEC-TWN-RNG
CHURCH 007100	160	FF	21-3N-28

Building Information

TYPE	TOTAL AREA	HEATED AREA	BED ROOMS	BATHS	PRIMARY EXTERIOR	SECONDARY EXTERIOR	HEATING	COOLING	ACTUAL YEAR BUILT	BUILDING SKETCH
SNGL FAM	2,605	2,276	5	5.5	CEDAR		AIR DUCTED	FORCED AIR	1900	SHOW SKETCH
SNGL FAM	1,527	1,242	3	3	ABOVE AVG.		AIR DUCTED	FORCED AIR	1998	SHOW SKETCH

Miscellaneous Information

DESCRIPTION	DIMENSIONS L x W	UNITS	YEAR BUILT
STRG-A-AL	16 X 14	224	1980
STRG-A-AL	0 X 0	370	1997
WD DECK A	10 X 16	160	2001
FP-2-DB-AV	0 X 0	1	1990
WD DECK G	12 X 16	192	1998

Sales Information

SALE DATE	BOOK / PAGE	BOOK / PAGE	PRICE	INSTRUMENT	QUALIFICATION	IMPROVED? (AT TIME OF SALE)	GRANTOR	GRANTEE
01/09/2003	1106/574	1106/574	630000	WD	Q	Y	SNYDER-BEARD INC	VICTOR GALEONE AS BISHOP OF THE DIOCESE
08/16/2000	944/1985	944/1985	475300	WD	Q	Y	AMELIA HOUSE BED BREAKFAST & SAIL INC	SNYDER-BEARD INC
08/12/1997	802/1673	802/1673	389000	WD	Q	Y	LOWREY JOHN F & JUDI M	AMELIA HOUSE BED BREAKFAST & SAIL INC
10/20/1995	742/139	742/139	100	QC	U	Y	BURLINGAME BRYAN M	LOWREY JOHN F & JUDI M
09/21/1995	739/1563	739/1563	225000	WD	U	Y	BURLINGAME BRYAN M	LOWREY JOHN F & JUDI & BRYAN BURLINGAME (1% I
05/15/1995	729/1045	729/1045	17000	QC	U	Y	BUTLER PAUL A	BURLINGAME BRYAN M
12/09/1992	671/1192	671/1192	52000	WD	Q	Y	BURROUGHS H E	BUTLER & BURLINGAME
12/31/1991	645/493	645/493	1000	CT	U	Y	CLERK OF COURT	BURROUGHS H E
04/27/1987	516/201	516/201	70000	AD	U	Y	BURROUGHS H E	DUERDEN JOHN R
04/27/1987	516/200	516/200	100	QC	U	Y	PRUITT CHARLES E	BURROUGHS H E
02/01/1984	413/806	413/806	54500	WD	U	Y	LOTSPEICH MELVA	H E BURROUGHS & CHARLES PRUITT



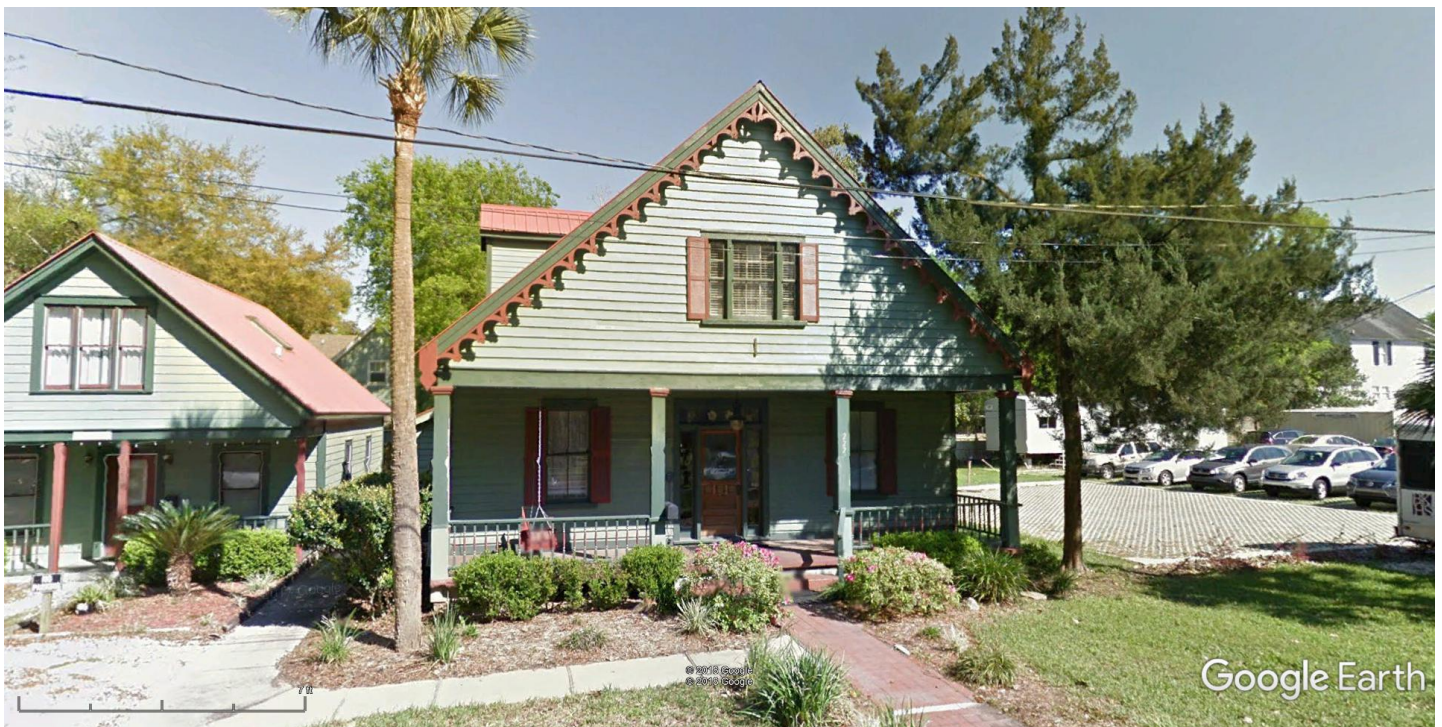
224 N. 5th street



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2018-19
MAY 24, 2018

Owner/Applicant:	Miranda Architects, agent for St. Michael Catholic Church				
Property Address:	222 N 5 th Street				
Requested action:	Conceptual Certificate of Approval (COA) for the relocation and rehabilitation of a contributing structure.				
Current zoning:	R-2				
FLUM land use category:	Medium Density Residential				
Existing uses on the site:	Office (religious)				
FL Master Site File #	N/A				
Year Built:	1900 (NCPA)				
Contributing Status:	Contributing				
Adjacent Properties:	North	Church	R-2	c. 1997	
	South	Church	R-2	c. 1973	
	East	Single-Family Residential	R-2	c. 2013	
	West	Church	R-2		

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



*This proposal is being brought before the Historic District Council for **Conceptual Approval**. Conceptual approvals are provided by the HDC as a courtesy to the applicant in an effort to allow comment from the Historic District Council and citizens during the conceptual design process. The HDC will provide the applicant with feedback and guidance relating to the proposal and take a vote to indicate whether the board feels the proposal is adequately appropriate to proceed. If significant concerns are raised by the Board, they may request that the applicant return for additional conceptual review. In all cases, the applicant must return to the HDC to seek Final Approval of their projects. No projects can proceed to the permitting phase without final approval by the HDC. If the Board feels that a project is substantially inappropriate at the conceptual level, or is not making progress towards an appropriate design, the board may vote to deny conceptual approval.*

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is seeking a Conceptual Certificate of Approval (COA) for the relocation and rehabilitation of a contributing structure. Relocation would include a new brick pier foundation and front porch with ADA ramp.

APPLICABLE GUIDELINES:

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

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

- Findings: Complies ☒ Does not Comply ☐ N/A ☐
10. **New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**
- Findings: Complies ☒ Does not Comply ☐ N/A ☐

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE

8.00.01 Intent

It is declared as a matter of public policy that protection, enhancement, perpetuation and use of sites of aesthetic, archaeological, architectural, cultural, historical and paleontological merit or value is in the interests of the health, prosperity, safety and welfare of the people of Fernandina Beach. The City Commission finds that the irreplaceable loss of these resources to the community would detrimentally affect the community as a whole. It is therefore the intent of this chapter to:

- A. Effect and accomplish the protection, enhancement and perpetuation of buildings, structures, improvements, sites, districts, landscape features, and archaeological and paleontological resources that represent distinctive elements of the City's architectural, cultural, economic, natural, political, prehistoric, religious, scientific, and social history;
- B. Safeguard the City's architectural, cultural, economic, natural, political, prehistoric, religious, scientific and social heritage, as embodied and reflected in such structures, sites, and districts;
- C. Foster awareness and pride in the accomplishments and events of the City's past;
- D. Protect and enhance the City's attraction to residents, tourists, and visitors, and serve as an economic stimulus to business and industry;
- E. Stabilize and improve property values and encourage compatible redevelopment;
- F. Enhance the visual and aesthetic character of the City; and
- G. Promote the use of individual structures, sites, and districts for the education, leisure, and welfare of the people of Fernandina Beach.

8.00.03 Relationship to Comprehensive Plan

The following standards implement Goal 11: Historic Preservation Element of the Fernandina Beach Comprehensive Plan to identify, preserve, and protect historic and cultural resources within the City.

8.01.01.01 Standards for Development in the Historic District Overlays

- A. The review of proposed development within the Historic District Overlays shall be based upon the latest edition of Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings from the U.S. Secretary of Interior.
- B. The review of proposed development within the Historic District Overlay shall also be based upon compliance with the Downtown Historic District Guidelines, dated December 1999, as amended from time to time. The review of proposed development within Old Town shall be based upon compliance with the Old Town Preservation and Development Guidelines, dated June 1999, as amended from time to time.

8.02.02 Historic District Council Roles and Responsibilities

The HDC shall have the duty and responsibility to:

- C. Review and approve or deny applications for a certificate of Approval for construction, alteration, demolition, or removal of historic landmarks, historic sites, archaeological sites, properties in historic districts, or properties in the CRA Overlay.

DOWNTOWN HISTORIC DISTRICT GUIDELINES

Moving Buildings (pg 109)

Moving buildings is recommended only in instances where all other means of preservation have failed. Vacant lots may be appropriate locations for new construction or the relocation of buildings fifty years old or older. Moving commercial buildings is expensive and is generally considered a last resort to demolition.

1. Explore all other avenues of preservation before moving a building or feature from its historic location.
2. Moving buildings into the downtown district may be appropriate if the building is compatible with the district's architectural character in style, period, height, scale, materials, setting, and placement on the lot.
3. Avoid moving buildings out of the district that contribute to the historic and architectural character of a district. This should occur only as an alternative to demolition.
4. Perform a structural assessment by a qualified professional to ensure the structure can be moved without failure.

ANALYSIS:

Staff finds that shifting this contributing resource would not adversely affect the character of the Downtown Historic District and would allow for the rehabilitation and continued use of this property.

STAFF RECOMMENDATION:

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

Staff recommends:

CONCEPTUAL APPROVAL of HDC 2018-19

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2018-19 **with or without** conditions;

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

That HDC case 2018-19, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Guidelines to warrant conceptual approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2018-19 Application and Backup Materials

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Salvatore J. Cumella".

Salvatore J. Cumella
Historic Preservation Planner

Also
Variance HDC 2018-12



APPLICATION FOR HISTORIC DISTRICT COUNCIL COA

OFFICE USE ONLY	
REC'D: <u>3/13/18</u>	BY: <u>[Signature]</u>
PAYMENT: \$ <u> </u>	TYPE: <u> </u>
APPLICATION #: <u>2018-080433</u>	
HDC CASE #: <u>2018-19</u>	
APPLICATION COMPLETE: Y <u> </u> N <u> </u>	
PRE-CONFERENCE: Y <u> </u> N <u> </u>	DATE: <u> </u>

BOARD MEETING DATE: <u> </u>
PLANNER: <u> </u> DATE: <u> </u>
<u> </u> APPROVED <u> </u> DENIED

APPROVAL TYPE:	☐ Staff Approval	☐ Board Approval: Conceptual <u> </u> or Final <u> </u>
PROJECT TYPE:		
☐ New Construction	☐ Addition	☐ Alteration
☒ Relocation	☐ Demolition	☒ Variance
☐ Repair	☐ Paint	☐ Fence
☐ Sign	☐ Re-roof	☐ Other: <u> </u>
PROPERTY INFORMATION Property information can be found at the Nassau County Property Appraiser's Website → Map Search		
Street Address: <u>222 North 5th Street</u>		
Historic District: ☒ Downtown ☐ Old Town ☐ CRA Waterfront		
Parcel Identification Number(s): <u>00-00-31-1800-0032-0030</u>		
Zoning District: <u>R-2</u> Lot / Block Number (optional) <u>3,4,5/32</u>		

PROJECT DESCRIPTION

Owner of Record	As recorded with the Nassau County Property Appraiser
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Applicant or Agent	If other than owner. If an agent will be representing the owner, an Owner's Authorization For Agent Representation form must be included
Applicant Name <u>Jose Miranda</u>	
Corporation or Company (if applicable) <u>Miranda Architects</u>	
Street Address <u>309 1/2 Centre St., Suite 206</u>	
City State Zip <u>FB, FL 32034</u>	
Telephone Number <u>261-4586</u>	
Email Address <u>jmiranda@mirandaarchitects.com</u>	

Part 1. Describe The Existing Conditions and Materials. Describe the existing structure(s) on the subject property in terms of the construction materials and site conditions, as well as the surrounding context.

Existing 2-story, circa 1900 building to be relocated to north on same site.

Part 2. Describe The Proposed Project and Materials. Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s). Attach further description sheets, if needed.

Renovation of building to include new pier foundation system, wood framed front porch, and ADA compliant ramp.

List proposed materials and colors, as applicable (use additional sheet if necessary):

Project Scope	Manufacturer	Product Description	FL Product Approval #	Color (Name/Number)
Exterior Fabric				
Doors				
Windows				
Roofing				
Fascia/Trim				
Foundation		Brick Piers		
Shutters				
Porch/Deck		P.T. Wood Decking & Ramp		
Fencing				
Driveways/Sidewalks				
Signage				
Other				

Please submit all product brochures, paint color samples, and material samples with your application.

CERTIFICATION

By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Community Development Department to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
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3/12/18
Date

[Signature]
Signature of Applicant

STATE OF FLORIDA }
COUNTY OF NASSAU } ss

Subscribed and sworn to before me this 12th day of March, 2018.

Leah Hall
Notary Public: Signature

LEAH HALL
Printed Name



LEAH HALL
MY COMMISSION # FF 929201
EXPIRES: February 20, 2020
Bonded Thru Budget Notary Services

My Commission Expires

Personally Known X OR Produced Identification _____ ID Produced: _____

USE THIS FORM TO: Authorize an agent to make application and represent the owner of record.



**OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION**

St. Michael Catholic Church

I /WE _____
(print name of property owner(s))

Jose Miranda, Architect

hereby authorize: _____
(print name of agent)

to represent me/us in processing an application for: COA, Historic District Council
(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.

Jose Kallukalam
(Signature of owner)

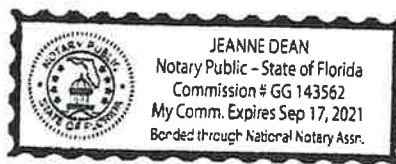
(Signature of owner)

Rev. Father Jose Kallukalam

(Print name of owner)

(Print name of owner)

STATE OF FLORIDA }
COUNTY OF NASSAU } ss



Subscribed and sworn to before me this 13 day of March, 2018.

Jeanne Dean
Notary Public: Signature

JEANNE DEAN
Printed Name

My Commission Expires

Personally Known ☒ OR Produced Identification _____ ID Produced: _____

NASSAU

A. Michael Hickox, CFA, Cert.Res.RD1941
Nassau County Property Appraiser

Property Search

Sales Search

Nassau Home

OWNER NAME	VICTOR GALEONE AS BISHOP OF	PARCEL NUMBER	00-00-31-1800-0032-0030
MAILING ADDRESS	THE DIOCESE OF ST AUGUSTINE 11625 OLD ST AUGUSTINE ROAD	TAX DISTRICT	FERNANDINA BEACH (DISTRICT 2)
		MILLAGE	20.2467
		PROPERTY USAGE	CHURCHES
	JACKSONVILLE, FL 32258	DEED ACRES	0
LOCATION ADDRESS	222 N 5TH ST	HOMESTEAD	N
	FERNANDINA BEACH 32034	PARCEL MAP RECORD	MAP THIS PARCEL
SHORT LEGAL	BLOCK 32 LOTS 3 4 & 5 IN OR 1106/574 ESMT IN OR 958/175	TAX COLLECTOR SEARCH	NASSAU TAX COLLECTOR LINK
		PROPERTY RECORD CARD	LINK TO PROPERTY RECORD CARD (PDF)

2017 Certified Values

JUST VALUE OF LAND	\$288,750
LAND VALUE AGRICULTURAL	\$0
TOTAL BUILDING VALUE	\$324,127
TOTAL MISC VALUE	\$21,220
JUST OR CLASSIFIED TOTAL VALUE	\$634,097
ASSESSED VALUE	\$578,599
EXEMPT VALUE	\$578,599
TAXABLE VALUE	\$0

Land Information

LAND USE	LAND UNITS	LAND UNIT TYPE	SEC-TWN-RNG
CHURCH 007100	150	FF	21-3N-28

Building Information

TYPE	TOTAL AREA	HEATED AREA	BED ROOMS	BATHS	PRIMARY EXTERIOR	SECONDARY EXTERIOR	HEATING	COOLING	ACTUAL YEAR BUILT	BUILDING SKETCH
SNGL FAM	2,605	2,276	5	5.5	CEDAR		AIR DUCTED	FORCED AIR	1900	SHOW SKETCH
SNGL FAM	1,527	1,242	3	3	ABOVE AVG.		AIR DUCTED	FORCED AIR	1998	SHOW SKETCH

Miscellaneous Information

DESCRIPTION	DIMENSIONS L x W	UNITS	YEAR BUILT
STRG-A-AL	16 X 14	224	1980
STRG-A-AL	0 X 0	370	1997
WD DECK A	10 X 16	160	2001
FP-2-DB-AV	0 X 0	1	1990
WD DECK G	12 X 16	192	1998

Sales Information

SALE DATE	BOOK / PAGE	BOOK / PAGE	PRICE	INSTRUMENT	QUALIFICATION	IMPROVED? (AT TIME OF SALE)	GRANTOR	GRANTEE
01/09/2003	1106/574	1106/574	630000	WD	Q	Y	SNYDER-BEARD INC	VICTOR GALEONE AS BISHOP OF THE DIOCESE
08/16/2000	944/1985	944/1985	475300	WD	Q	Y	AMELIA HOUSE BED BREAKFAST & SAIL INC	SNYDER-BEARD INC
08/12/1997	802/1673	802/1673	389000	WD	Q	Y	LOWREY JOHN F & JUDI M	AMELIA HOUSE BED BREAKFAST & SAIL INC
10/20/1995	742/139	742/139	100	QC	U	Y	BURLINGAME BRYAN M	LOWREY JOHN F & JUDI M
09/21/1995	739/1563	739/1563	225000	WD	U	Y	BURLINGAME BRYAN M	LOWREY JOHN F & JUDI & BRYAN BURLINGAME (1% I
05/15/1995	729/1045	729/1045	17000	QC	U	Y	BUTLER PAUL A	BURLINGAME BRYAN M
12/09/1992	671/1192	671/1192	52000	WD	Q	Y	BURROUGHS H E	BUTLER & BURLINGAME
12/31/1991	645/493	645/493	1000	CT	U	Y	CLERK OF COURT	BURROUGHS H E
04/27/1987	516/201	516/201	70000	AD	U	Y	BURROUGHS H E	DUERDEN JOHN R
04/27/1987	516/200	516/200	100	QC	U	Y	PRUITT CHARLES E	BURROUGHS H E
02/01/1984	413/806	413/806	54500	WD	U	Y	LOTSPEICH MELVA	H E BURROUGHS & CHARLES PRUITT



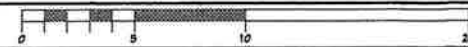
222 N. 5th street

BROOME STREET

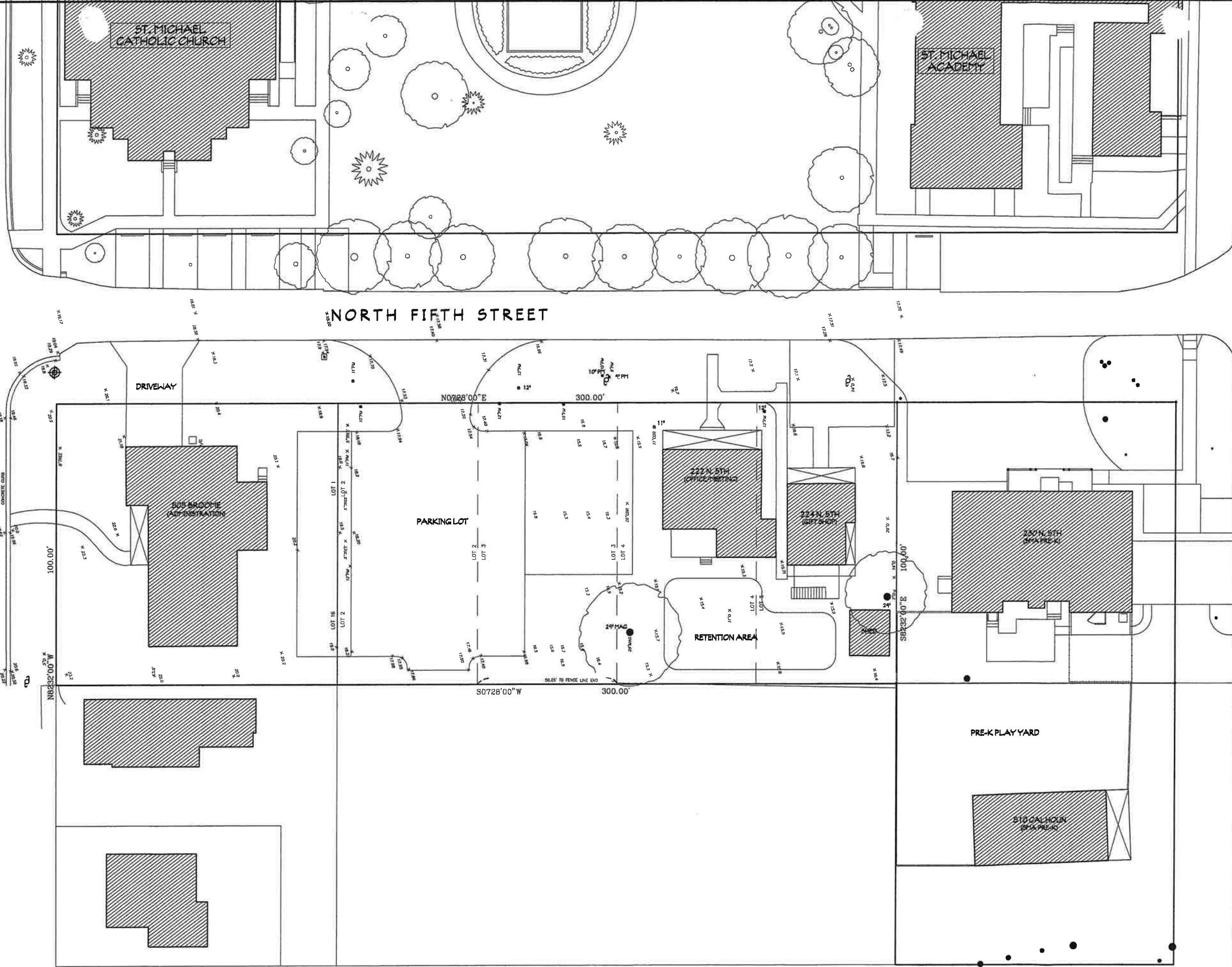
NORTH FIFTH STREET

CALHOUN STREET

EXISTING CONDITIONS SITE PLAN



1/16" = 1'-0"



This drawing is the property of the owner and is not to be used for any other project without the written consent of the owner.

510 NORTH STREET	PROJECT # 5170522	DRAWN BY - JLM	CHKD BY - JLM	DATE - 03-14-18
EXISTING SITE PLAN				

MIRANDA ARCHITECTS
309 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
TEL: 904.264.4966
FLA. REG. NO. 14100000

PROPOSED DESIGN FOR
ST. MICHAEL CATHOLIC CHURCH
PARISH OFFICE BUILDING
505 BROOME STREET
FERNANDINA BEACH, FL 32304

EXISTING CONDITION SITE PLAN	REVISIONS	DATE

AB 1

BROOME STREET

NORTH FIFTH STREET

CALHOUN STREET

ST. MICHAEL
CATHOLIC CHURCH

ST. MICHAEL
ACADEMY

PARISH OFFICE BUILDING
1-STORY, 6,280 SF

VALET PARKING LOT
43 SPACES

222 N. 5TH ST.
relocated

230 N. 5TH ST.
(PRE-K)

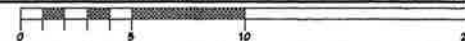
PRE-K PLAY YARD

510 CALHOUN ST.
(PRE-K)

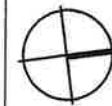
515 BROOME ST.
(1-STORY RESIDENCE)

511 BROOME ST.
(2-STORY RESIDENCE)

PRELIMINARY SITE PLAN



1/16"=1'-0"



This drawing and the design ideas and concepts it represents are the property of the Architect. It is to be used only for the project and site for which it was prepared. It is not to be used for any other project and is to be returned to the Architect upon request.

CONCEPTUAL SITE PLAN	ST. MICHAEL CATHOLIC CHURCH CONCEPT SITE PLAN
REVISIONS	PROJECT #5170932
DATE	DRAWN BY - JLM
	CHKD BY - JLM
	DATE - 03-05-16



MIRANDA
ARCHITECTS
308 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
904.261.4586 TEL
FL REG. NO. 14100083

PROPOSED DESIGN FOR		ST. MICHAEL CATHOLIC CHURCH PARISH OFFICE BUILDING 505 BROOME STREET FERNANDINA BEACH, FL 32304
CONCEPTUAL SITE PLAN	REVISIONS	DATE



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2018-12
MAY 24, 2018

Owner/Applicant:	Miranda Architects, agent for St. Michael Catholic Church				
Property Address:	222 N. 5 th Street				
Requested action:	Variance from Land Development Code section 4.02.03(E) <i>Standards for Buildings Heights and Setbacks</i> to reduce front-yard setback from 25' to 9'9"				
Current zoning:	R-2				
FLUM land use category:	Medium Density Residential				
Existing uses on the site:	Office (religious)				
FL Master Site File #	N/A				
Year Built:	1900 (NCPA)				
Contributing Status:	Contributing				
Adjacent Properties:	North	Church	R-2	c.1997	
	South	Church	R-2	c.1973	
	East	Single-Family Residential	R-2	c.1900	
	West	Church	R-2		

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



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The property is zoned R-2, which has a required front-yard setback of 25-feet and a side-yard setback of 20-feet per LDC 4.02.03(E) *Standards for Building Heights and Setbacks*.

The applicant is requesting a reduction of the front-yard setback to **9'9"** and a reduction of the side-yard setback to **5'**.

APPLICABLE GUIDELINES:

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE

4.02.00 DESIGN STANDARDS FOR BASE ZONING DISTRICTS

4.02.03 *Standards for Buildings and Building Placement*

Table 4.02.03(E) *Standards for Building Heights and Setbacks*

Zoning District	Maximum Building Height (ft.) ¹	Minimum Setback			
		Front (ft.)	Side ²	Rear (ft.)	Corner Lot (side abutting street) (ft.) ³
R-2	35	25	10% of lot width	20	15

1. A building on any lot within 800 feet of the mean high water line of the Atlantic Ocean shall not exceed thirty-five (35) feet in height.

2. Each side yard setback shall be increased by one-half (½) foot for each one (1) foot, or fraction thereof, of building heights above twenty-five (25) feet.

3. Buildings shall not encroach into the required clear visibility triangle at intersections, as set forth in Section 7.01.08.

10.02.00 VARIANCES

10.02.01 *Generally*

- A. Within the Historic District Overlays and the CRA Overlay, the HDC may authorize a variance from the design and improvement standards of the LDC and may issue exceptions from the CRA design guidelines where the required findings of Section 10.02.00 are met.
- B. The BOA may authorize a variance from the design and improvement standards of the
- C. LDC, except for areas within the Historic District Overlay or the CRA Overlay, where requirements of Section 10.02.00 are met.
- D. 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 grounds for the authorization of a variance.
 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 Avenue, North Fletcher Avenue, or South Fletcher Avenue.

10.02.02 Required Findings for a Grant of a Variance

- A. In order for an application for a variance to be approved or approved with conditions, the BOA or the HDC shall find that all of the following criteria apply:
 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.
 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.
 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.
 4. Minimum Variance: The variance requested is the minimum variance needed that will make possible the reasonable use of the land, structure, or building.
 5. General Harmony: Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and 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.
- B. The applicant for a variance has the burden of proof of demonstrating that the application for a variance complies with each of the requirements of Section 10.02.02(A).

10.02.03 Additional Criteria for Findings for a Grant of a Variance in the Historic Districts or Community Redevelopment Area

In acting on variance requests in the Historic District Overlays or the Community Redevelopment Area Overlay, the Historic District Council may be guided by the following in addition to the criteria in Section 10.02.02(A):

- A. That a variance is necessary to maintain the historic character of property through demonstrating that:
 1. A variance would not be contrary to the public interest, safety, or welfare.
 2. Special conditions and circumstances exist, because of the historic setting, location, nature, or character of the land, structure, appurtenance, sign, or building involved, which are not applicable to other lands, structures, appurtenances, signs, or buildings in the same zoning district, which have not been designated as historic sites or a historic district nor listed on the Local Register of Historic Places.
 3. Literal interpretation of the provisions of existing ordinances would alter the historic character of the historic district, or historic site to such an extent that it would not be feasible to preserve the historic character, of the historic district or historic site.
 4. The variance requested is the minimum necessary to preserve the historic character of a historic site or of a historic district.
 5. In the case of the alteration of an existing building, the proposed design would incorporate materials, details, or other elements not permitted by the Land Development Code but which

can be documented by photographs, architectural or archaeological research or other suitable evidence to have been used on other buildings of a similar vintage and style in the Historic District in which the building is located, provided that the project will not destroy significant architectural features on the building.

6. In the case of new construction, the proposed design incorporates materials, details, setbacks, massing or other elements that are not permitted by the Land Development Code but which would enhance the quality of the design for the new building or structure, provided that said new building or structure otherwise complies with the criteria for new construction in the Historic District in which the building or structure is proposed to be located and provided further that it would also have a beneficial effect on the historic character of the visually related area.

B. Or, as an alternative to subsection (A), that a variance is necessary to accommodate an appropriate adaptive reuse of a structure within a Historic District or upon a Historic Site through demonstrating that:

1. A variance would not be contrary to the public interest, safety, or welfare.
2. The variance would not significantly diminish the historic character of the Historic District or Site.
3. That the variance requested is the minimum necessary to affect the adaptive reuse of an existing structure or site.
4. The proposed design would incorporate materials, details, or other elements not permitted by the Land Development Code but which can be documented by photographs, architectural or archaeological research or other suitable evidence to have been used on other buildings of a similar vintage and style in the Historic District in which the building is located, provided that the project will not destroy significant architectural features on the building.

10.02.04 Procedures for Variances

A. Applications

1. An application for a variance shall include the information required for all applications, as set forth in Section 11.01.03 and City established policies, as amended from time to time.
2. An application for a variance shall include a statement explaining how the variance request conforms to all requirements listed in Section 10.02.02 (A).
3. An application for a variance for development subject to site plan review and approval shall be decided by the BOA or HDC prior to completion of the site plan review process.

B. Review of applications

1. An application for a variance shall be reviewed by the City Manager for compliance with the requirements set forth in Section 10.02.02(A). The City Manager shall prepare a compliance report to the BOA or HDC.
2. A public hearing shall be scheduled before the BOA or the HDC.
3. Notice shall be provided pursuant to the requirements of Section 11.02.00.
4. The BOA or HDC shall conduct the public hearing in accordance with the procedures set forth in Section 11.04.00.
5. The BOA or HDC shall approve, deny, or approve with conditions the application for variance, based upon findings regarding conditions set forth in Section 10.02.02(A).
6. The City Manager shall issue a written order to the applicant when final action is taken by the BOA or HDC.

C. Expiration of variance approval Any variance authorized by the BOA or HDC, for which action has not commenced within one (1) year from the date on which the decision of the BOA or HDC is reduced to a

written order, or if appealed, the date on which the order becomes final, shall be deemed abandoned and be void and of no further force and effect. See LDC Section 11.00.04(D) for extension allowances.

D. Appeals on a Variance.

1. Any person aggrieved by any decision of the BOA or HDC 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 30 days after the filing of the decision at the office of the board; otherwise the decision of the board will be final.

ANALYSIS:

Criteria	Applicant Response	Staff Analysis	Meets Criteria
<u>1. Special Conditions</u> 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 exist for this project as historic building's location on site is in violation of current setbacks."</i>	Staff agrees with applicant's response.	YES
<u>2. Special Privilege</u> 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>"Approval of variance request DOES NOT convey a special privilege to the applicant. Variances from setbacks in Historic District is available to all other properties in the district."</i>	Staff agrees with applicant's response. Based on the setbacks of the other structures on block, this site would also qualify for setback reduction through a context-sensitive review.	YES
<u>3. Literal Interpretation</u> 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>"Literal interpretation of contemporary building setbacks prevents any new construction or relocation of historic buildings from complying with historic context ie, relationship of buildings to the street and to property lines."</i>	Staff agrees with applicant's response.	YES

<u>4. Minimum Variance</u> The variance requested is the minimum variance needed that will make possible the reasonable use of the land, structure, or building.	<i>"Variance requested is the minimum required to make relocation project viable. This includes relocation of existing parkin lot, on site storm water drainage, saving existing large trees on site and construction of a new ADA-ramp."</i>	Staff agrees with applicant's response.	YES
<u>5. General Harmony</u> Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and Comprehensive Plan	<i>"The variance process for historic properties through the Historic District Council is a necessity in order to make new construction an /or relocations/renovations compatible with the historic character of the Downtown Historic District."</i>	Staff agrees with applicant's response.	YES
<u>6. Public Interest</u> 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 variance is compatible with the surrounding properties and will not cause injury to area involved or otherwise be detrimental to the public health, safety and welfare or environment."</i>	Staff agrees with applicant's response.	YES

Staff finds that the proposed reduction of front yard and side yard setbacks is in keeping with the context of the neighborhood and the historic building pattern. Staff finds that all six of the required criteria are met, meeting the requirements for granting this variance. The applicant has submitted additional responses to the supplemental questions outlined in the Land Development Code section 10.02.03 (see Exhibit 1). These questions address the variance specifically in terms of the Historic District and necessity of a variance to allow adaptive use of historic structures and sites. The applicant's responses demonstrate the need for the variance as a minimum variance to achieve the adaptive use of this overall site and allow for the relocation of the Liberty Billings house on the adjacent parcel. These supplemental questions were created to allow the Board to take into account the unique building pattern and circumstances that exist within the Downtown Historic District.

This reduction in setbacks could also have been achieved through an administrative process called a Context Sensitive Review. The applicant and staff felt that bringing this variance to the Historic District Council was important for the board to have a better understanding of the overall project. Granting this variance preserves the historic building pattern and allows the other elements of this project, including the relocation and rehabilitation of the Liberty Billings House, to occur in a more thoughtful manner.

STAFF RECOMMENDATION:

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

Staff recommends:

APPROVAL of HDC 2018-12

MOTION TO CONSIDER:

I move to approve or deny HDC case number 2018-12 with or without conditions;

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

That HDC case 2018-12, as presented, is or is not substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Guidelines to warrant approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2018-12 Application and Backup Materials

Respectfully Submitted,



Salvatore J. Cumella
Historic Preservation Planner

HDC 2018-12

EXHIBIT 1

Application and Backup Materials

MAR 20 PM 1:28

OFFICE USE ONLY

REC'D: 3/20/18 BY: 8
PAYMENT: \$ 650- TYPE: 0643355
APPLICATION #: 2018-000396
CASE #: 2018-12
BOARD MEETING DATE: _____



APPLICATION FOR VARIANCE FROM THE LDC

APPLICANT INFORMATION

Owner Name: St. Michael Catholic Church
Mailing Address: 505 Broome St., FB, FL 32034
Telephone: 261-3472 Fax: _____
Email: _____

Agent Name: Jose Miranda 9. Miranda Architects
Mailing Address: 309 1/2 Centre St., Suite 206, FB, FL 32034
Telephone: 261-4586 Fax: _____
Email: jmiranda@mirandaarchitects.com

PROPERTY INFORMATION

Street Address: 222 North 5th St.
Parcel Identification Number(s): 00-00-31-1800-0032-0030
Lot Number: 3, 4, 5 Block Number: 32

PROJECT INFORMATION

Variance(s) requested from LDC Section(s): LDC 4.02.03

Brief description of work proposed (use additional sheets if necessary):

Reduction of Front Yard Setback from 25' to 9'-9"
Reduction of Side Yard Setback from 20' to 5'-0"
To permit relocation of historic building and maintain
its original relationship to street.

In order for an application for a variance to be approved or approved with conditions, the BOA or the HDC 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.

See attached

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.

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.

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

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

☒ If your property is located within the Historic Districts or the Community Redevelopment Area, please fill out responses to the supplemental variance criteria, attached as Appendix A, on a separate sheet of paper.

SIGNATURE/NOTARY

The undersigned states the above information is true and correct as (s)he is informed and believes.

3/19/18
Date

[Signature]
Signature of Applicant

STATE OF FLORIDA }
COUNTY OF NASSAU } ss

Subscribed and sworn to before me this 19th day of March, 2018.

[Signature]
Notary Public: Signature

LEAH HALL
Printed Name



LEAH HALL
MY COMMISSION # FF 929201
EXPIRES: February 20, 2020
Bonded Thru Budget Notary Services

My Commission Expires

Personally Known X OR Produced Identification _____ ID Produced: _____



M I R A N D A
a r c h i t e c t s

VARIANCE APPLICATION TO HDC
222 NORTH 5TH STREET, FERNANDINA BEACH, FL
March 19, 2018

GENERAL VARIANCE CRITERIA

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 exist for this project as historic building's location on site is in violation of current setbacks as outlined in LDCs.

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.

Approval of variance request DOES NOT convey a special privilege to the applicant. Variances from setbacks in Historic District is available to all other properties 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.

Literal interpretation of contemporary building setbacks prevents any new construction or relocation of historic buildings from complying with historic context ie, relationship of buildings to the street and to property lines.

4. MINIMUM VARIANCE:

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

Variance requested is the minimum required to make relocation project viable. This includes relocation of existing parking lot, on site storm water drainage, saving existing large trees on site and construction of a new ADA-ramp.

5. GENERAL HARMONY:

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

The variance process for historic properties through the Historic District Council is a necessity in order to make new construction and/or relocations/renovations compatible with the historic character of the Downtown Historic District.

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

APPENDIX A CRITERIA

TAB A

1. PUBLIC INTEREST:

A variance would not be contrary to the public interest, safety, or welfare.

Granting the variance is NOT contrary to the public interest, safety and welfare.

2. SPECIAL CONDITIONS:

Special conditions and circumstances exist, because of the historic setting, location, nature, or character of the land, structure, appurtenance, sign, or building involved, which are not applicable to other lands, structures, appurtenances, signs, or buildings in the same zoning district, which have not been designated as historic sites or a historic district nor listed on the Local Register of Historic Places.

Special conditions and circumstances exist for this project as historic building's location on site is in violation of current setbacks as outlined in LDCs.

3. LITERAL INTERPRETATION:

Literal interpretation of the provisions of existing ordinances would alter the historic character of the historic district, or historic site to such an extent that it would not be feasible to preserve the historic character, of the historic district or historic site.

Literal interpretation of the provision of the LDC's contemporary building setbacks prevents any new construction or relocation of historic buildings from complying with historic context ie, relationship of buildings to the street and to property lines.

4. MINIMUM VARIANCE:

The variance requested is the minimum necessary to preserve the historic character of a historic site or of a historic district.

Variance requested is the minimum required to make relocation project viable.

5. ALTERATION:

In the case of the alteration of an existing building, the proposed design would incorporate materials, details, or other elements not permitted by the Land Development Code but which can be documented by photographs, architectural or archaeological research or other suitable evidence to have been used on other buildings of a similar vintage and style in the Historic District in which the

building is located, provided that the project will not destroy significant architectural features on the building.

Not Applicable

6. NEW CONSTRUCTION:

In the case of new construction, the proposed design incorporates materials, details, setbacks, massing or other elements that are not permitted by the Land Development Code but which would enhance the quality of the design for the new building or structure, provided that said new building or structure otherwise complies with the criteria for new construction in the Historic District in which the building or structure is proposed to be located and provided further that it would also have a beneficial effect on the historic character of the visually related area.

Not Applicable

TAB B -- ADAPTIVE RE-USE

1. PUBLIC INTEREST:

A variance would not be contrary to the public interest, safety, or welfare.

Granting the variance is NOT contrary to the public interest, safety and welfare.

2. HISTORIC CHARACTER:

The variance would not significantly diminish the historic character of the Historic District or Site.

The variance WOULD NOT significantly diminish the historic character of the Downtown Historic District.

3. MINIMUM VARIANCE:

That the variance requested is the minimum necessary to effect the adaptive reuse of an existing structure or site.

Variance requested is the minimum required to make relocation project viable.

4. PROPOSED DESIGN:

The proposed design would incorporate materials, details, or other elements not permitted by the Land Development Code but which can be documented by photographs, architectural or archaeological research or other suitable evidence to have been used on other buildings of a similar vintage and style in the Historic District in which the building is located, provided that the project will not destroy significant architectural features on the building.

Not Applicable

USE THIS FORM TO: Authorize an agent to make application and represent the owner of record.



**OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION**

I /WE St. Michael Catholic Church
(print name of property owner(s))

hereby authorize: Jose Miranda, Architect
(print name of agent)

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

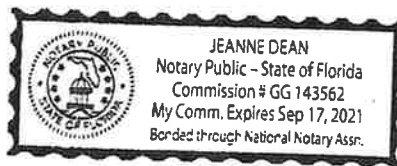
Jose Kallukalam
(Signature of owner)

(Signature of owner)

Rev. Father Jose Kallukalam
(Print name of owner)

(Print name of owner)

STATE OF FLORIDA }
COUNTY OF NASSAU } ss



Subscribed and sworn to before me this 13 day of March, 2018.

Jeanne Dean
Notary Public: Signature

JEANNE DEAN
Printed Name My Commission Expires

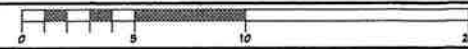
Personally Known ☒ OR Produced Identification ☐ ID Produced: ☐

BROOME STREET

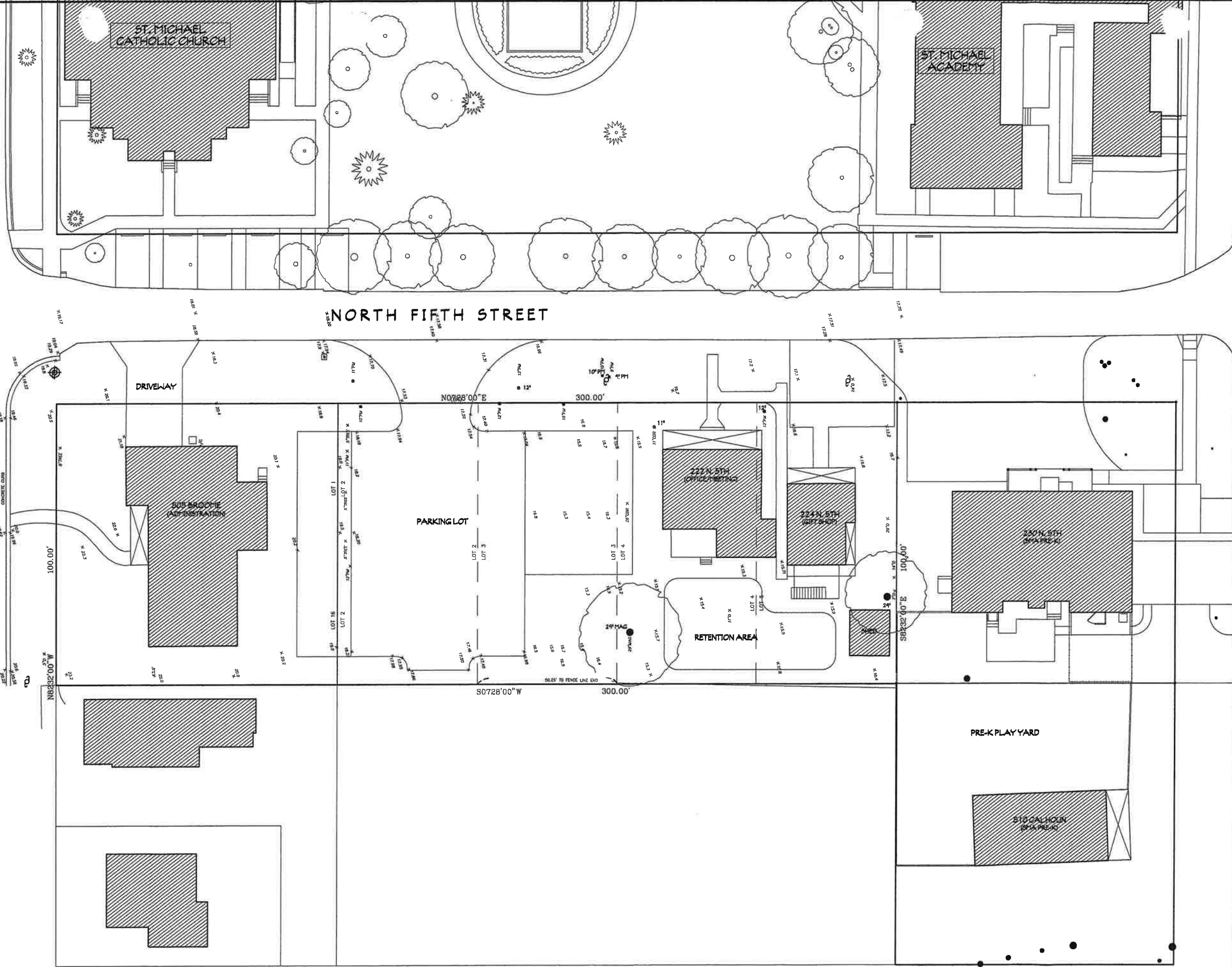
NORTH FIFTH STREET

CALHOUN STREET

EXISTING CONDITIONS SITE PLAN



1/16" = 1'-0"



This drawing is the property of the owner and is not to be used for any other project without the written consent of the owner.

510 NORTH STREET
EXISTING SITE PLAN
PROJECT # 5170522
DRAWN BY - JLM
CHKD BY - JLM
DATE - 03-14-18

MIRANDA ARCHITECTS
309 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
TEL: 904.264.4966
www.mirandaarchitects.com

PROPOSED DESIGN FOR
ST. MICHAEL CATHOLIC CHURCH
PARISH OFFICE BUILDING
505 BROOME STREET
FERNANDINA BEACH, FL 32304

EXISTING CONDITION SITE PLAN	
REVISIONS	DATE

AB 1

BROOME STREET

NORTH FIFTH STREET

CALHOUN STREET

ST. MICHAEL
CATHOLIC CHURCH

ST. MICHAEL
ACADEMY

PARISH OFFICE BUILDING
1-STORY, 6,280 SF

VALET PARKING LOT
43 SPACES

222 N. 5TH ST.
relocated

230 N. 5TH ST.
(PRE-K)

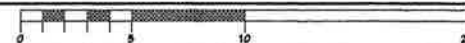
PRE-K PLAY YARD

510 CALHOUN ST.
(PRE-K)

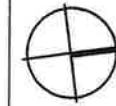
515 BROOME ST.
(1-STORY RESIDENCE)

511 BROOME ST.
(2-STORY RESIDENCE)

PRELIMINARY SITE PLAN



1/16"=1'-0"



This drawing and the design ideas and concepts it represents are the property of the Architect. It is to be used only for the project and site shown on this drawing. It is not to be used for any other project and is to be returned to the Architect upon request.

CONCEPTUAL SITE PLAN	ST. MICHAEL CATHOLIC CHURCH
REVISIONS	PROJECT #5170932
DATE	DRAWN BY - JLM
	CHKD BY - JLM
	DATE - 03-05-16



MIRANDA
ARCHITECTS
308 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
904.261.4586 TEL
FL REG. NO. 14100000

PROPOSED DESIGN FOR
ST. MICHAEL CATHOLIC CHURCH
PARISH OFFICE BUILDING
505 BROOME STREET
FERNANDINA BEACH, FL 32304



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2018-18
MAY 24, 2018

Owner/Applicant:	Miranda Architects, agent for St. Michael Catholic Church				
Property Address:	505 Broome Street				
Requested action:	Certificate of Approval (COA) for Demolition of a non-contributing primary structure				
Current zoning:	R-2				
FLUM land use category:	Medium Density Residential				
Existing uses on the site:	Office (religious)				
FL Master Site File #	N/A				
Year Built:	1973 (NCPA)				
Contributing Status:	Non-Contributing				
Adjacent Properties:	North	Parking/Office	R-2	c.1900	St. Michael Church
	South	Single-Family Residential	R-2	c.1884	
	East	Single-Family Residential	R-2	c.1900	
	West	Church	R-2	c.1882	St. Michael Church

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





SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

This non-contributing resource was built as a single-family residence in 1973.

The applicant is seeking to demolish this structure.

APPLICABLE GUIDELINES:

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE

8.00.01 Intent

It is declared as a matter of public policy that protection, enhancement, perpetuation and use of sites of aesthetic, archaeological, architectural, cultural, historical and paleontological merit or value is in the interests of the health, prosperity, safety and welfare of the people of Fernandina Beach. The City Commission finds that the irreplaceable loss of these resources to the community would detrimentally affect the community as a whole. It is therefore the intent of this chapter to:

- A. Effect and accomplish the protection, enhancement and perpetuation of buildings, structures, improvements, sites, districts, landscape features, and archaeological and paleontological resources that represent distinctive elements of the City's architectural, cultural, economic, natural, political, prehistoric, religious, scientific, and social history;
- B. Safeguard the City's architectural, cultural, economic, natural, political, prehistoric, religious, scientific and social heritage, as embodied and reflected in such structures, sites, and districts;
- C. Foster awareness and pride in the accomplishments and events of the City's past;
- D. Protect and enhance the City's attraction to residents, tourists, and visitors, and serve as an economic stimulus to business and industry;
- E. Stabilize and improve property values and encourage compatible redevelopment;
- F. Enhance the visual and aesthetic character of the City; and
- G. Promote the use of individual structures, sites, and districts for the education, leisure, and welfare of the people of Fernandina Beach.

8.00.03 Relationship to Comprehensive Plan

The following standards implement Goal 11: Historic Preservation Element of the Fernandina Beach Comprehensive Plan to identify, preserve, and protect historic and cultural resources within the City.

8.01.01 Standards for Development in the Historic District Overlays

- A. The review of proposed development within the Historic District Overlays shall be based upon the latest edition of Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings from the U.S. Secretary of Interior.
- B. The review of proposed development within the Historic District Overlay shall also be based upon compliance with the Downtown Historic District Guidelines, dated December 1999, as amended from time to time. The review of proposed development within Old Town shall be based upon compliance with the Old Town Preservation and Development Guidelines, dated June 1999, as amended from time to time.
- C. In addition to standards applicable to the underlying zoning district, new construction within the Historic District Overlay shall be compatible with the existing character of the landmark or the district. Compatible design means architectural design and construction that will fit harmoniously into the district or the landmark site. New construction shall be compatible in scale, materials, and

quality of construction with adjacent buildings and structures that have been designated.

- D. The following features shall be considered by the Historic District Council in the evaluation of proposed new construction, as such features comply with the guidelines referenced in Section 8.01.01.01(A) and (B) above:

1. Scale, including height and width;
2. Setbacks;
3. Orientation and site coverage;
4. Alignment, rhythm, and spacing of buildings;
5. Form and detail, considering the link between old and new buildings;
6. Maintaining materials within the district or on the landmark site;
7. Maintaining quality within the district or on the landmark site;
8. Facade proportions and window patterns;
9. Entrances and porch projections;
10. Roof forms; and
11. Horizontal, vertical, or non-directional emphasis.

8.02.02 Historic District Council Roles and Responsibilities

The HDC shall have the duty and responsibility to:

- C. Review and approve or deny applications for a certificate of Approval for construction, alteration, demolition, or removal of historic landmarks, historic sites, archaeological sites, properties in historic districts, or properties in the CRA Overlay.

8.03.03.01 Requirements for Demolition Applications

- A. Application requirements. Application for a Certificate of Approval for any demolition of a primary building or structure (contributing or noncontributing) located within a locally designated historic district or the CRA shall be submitted by the property owner to the HDC. No building or structure in a locally designated historic district or the CRA shall be demolished without approval by the HDC, unless by a superseding order of a government agency or a court of competent jurisdiction.
- B. Public hearings and notice requirements. Certificate of Approvals for demolition applications are to be heard in accordance with HDC hearing requirements for Certificate of Approval applications and noticed in accordance with City requirements for public hearings.
- C. Review criteria for demolition applications. In evaluating applications for a Certificate of Approval for demolition, the HDC shall consider the following:
1. Whether the structure or site would meet national, state, or local criteria for designation;
 2. Whether the structure or site is a contributing structure or site to a locally designated or National Register historic district;
 3. Whether loss of the structure or site would deteriorate the quality or continuity of the historic district, or the surrounding neighborhood;
 4. Whether the structure or site is of such design, craftsmanship, or material that it could be reproduced only with great difficulty and/or expense;
 5. Whether the structure or site is one of the last remaining examples of its kind in the neighborhood, county or region, or is a distinctive example of an architectural or design style which contributes to the character of the district;
 6. Whether removal of the structure or site would destroy the historic relationship between structures or open space;
 7. Whether retention of the structure or site promotes the general welfare of the City by providing an opportunity for study of local history, architecture, and design, or by developing an understanding of the importance and value of a particular culture and heritage;
 8. Whether the

applicant has made good faith efforts to pursue alternatives to demolition;

DOWNTOWN HISTORIC DISTRICT GUIDELINES

Demolition (pg 109)

Application for a Certificate of Approval for any demolition of a primary building or structure (contributing or non-contributing) located within a locally designated historic district or the CRA shall be submitted by the property owner to the HDC. No building or structure in a locally designated historic district or the CRA shall be demolished without approval by the HDC, unless by a superseding order of a government agency or a court of competent jurisdiction.

1. Demolition should only occur after all other options have been considered and retention of the building is found not to be feasible due to structural or economic reasons.
2. Demolition may occur to ensure the public safety and welfare.

ANALYSIS:

Staff finds that this non-contributing resource does not meet criteria for national, state, or local criteria for designation. The loss of this structure would not have a negative impact on the Downtown Historic District.

Plans for the redevelopment of this property have been concurrently submitted for conceptual approval.

STAFF RECOMMENDATION:

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

Staff recommends:

APPROVAL of HDC 2018-18

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2018-18 **with or without** conditions;

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

That HDC case 2018-18, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Guidelines to warrant approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2018-18 Application and Backup Materials

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Salvatore J. Cumella".

Salvatore J. Cumella
Historic Preservation Planner

also Variance HDC 2018-17



APPLICATION FOR HISTORIC DISTRICT COUNCIL COA

OFFICE USE ONLY	
REC'D: <u>3/13/18</u>	BY: <u>[Signature]</u>
PAYMENT: \$ <u>15</u>	TYPE: <u>—</u>
APPLICATION #: <u>2018-000432</u>	
HDC CASE #: <u>2018-18</u>	
APPLICATION COMPLETE: Y <u>—</u> N <u>—</u>	
PRE-CONFERENCE: Y <u>—</u> N <u>—</u> DATE <u>—</u>	

BOARD MEETING DATE: <u>—</u>
PLANNER: <u>—</u> DATE: <u>—</u>
<u>—</u> APPROVED <u>—</u> DENIED

APPROVAL TYPE:	☐ Staff Approval	☐ Board Approval: Conceptual <u>—</u> or Final <u>—</u>
PROJECT TYPE:		
☒ New Construction	☐ Addition	☐ Alteration
☐ Repair	☐ Paint	☐ Fence
☐ Relocation	☐ Sign	☐ Re-roof
☒ Demolition	☒ Variance	☐ Other: <u>—</u>
PROPERTY INFORMATION Property information can be found at the Nassau County Property Appraiser's Website → Map Search		
Street Address: <u>505 Broome Street</u>		
Historic District: ☒ Downtown ☐ Old Town ☐ CRA Waterfront		
Parcel Identification Number(s): <u>00-00-31-1800-0032-0010</u>		
Zoning District: <u>R-2</u> Lot / Block Number (optional) <u>1, 2, 16 / 32</u>		

PROJECT DESCRIPTION

Owner of Record	As recorded with the Nassau County Property Appraiser
Owner(s) Name <u>St. Michael Catholic Church</u>	
Corporation or Company (if applicable) <u>Diocese of St. Augustine</u>	
Street Address <u>505 Broome Street</u>	
City State Zip <u>FB, FL 32034</u>	
Telephone Number <u>261-3472</u>	
Email Address <u>—</u>	

Applicant or Agent	If other than owner. If an agent will be representing the owner, an Owner's Authorization For Agent Representation form must be included
Applicant Name <u>Jose Miranda</u>	
Corporation or Company (if applicable) <u>Miranda Architects</u>	
Street Address <u>309 1/2 Centre St., Suite 206</u>	
City State Zip <u>FB, FL 32034</u>	
Telephone Number <u>261-4586</u>	
Email Address <u>jmiranda@mirandaarchitects.com</u>	

Part 1. Describe The Existing Conditions and Materials. Describe the existing structure(s) on the subject property in terms of the construction materials and site conditions, as well as the surrounding context.

Existing one-story, circa 1973 building used as Parish office space to be demolished.

Part 2. Describe The Proposed Project and Materials. Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s). Attach further description sheets, if needed.

Construction of new $\pm 6,300$ SF Parish Office Building and associated parking lot.

List proposed materials and colors, as applicable (use additional sheet if necessary):

Project Scope	Manufacturer	Product Description	FL Product Approval #	Color (Name/Number)
Exterior Fabric		Stucco		
Doors		Fiberglass		
Windows		Vinyl Clad Wood		
Roofing		Asphalt Shingles Metal Roofing		
Fascia/Trim		Wood		
Foundation		Concrete Block Stucco Finish		
Shutters		Fiberglass		
Porch/Deck				
Fencing				
Driveways/Sidewalks		Concrete Pavers		
Signage				
Other				

Please submit all product brochures, paint color samples, and material samples with your application.

CERTIFICATION

By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Community Development Department to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.
5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).
6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.
7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.
8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.
9. I/We understand that Certificates of Approval are only valid for **one year** from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

3/12/18
Date

[Signature]
Signature of Applicant

STATE OF FLORIDA }
COUNTY OF NASSAU } ss

Subscribed and sworn to before me this 12th day of March, 2018.

Leah Hall
Notary Public: Signature

LEAH HALL
Printed Name



LEAH HALL
MY COMMISSION # FF 928201
EXPIRES: February 20, 2020
Bonded Thru Budget Notary Services

My Commission Expires

Personally Known X OR Produced Identification _____ ID Produced: _____

USE THIS FORM TO: Authorize an agent to make application and represent the owner of record.



**OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION**

I /WE St. Michael Catholic Church
(print name of property owner(s))

hereby authorize: Jose Miranda, Architect
(print name of agent)

to represent me/us in processing an application for: COA, Historic District Council
(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.

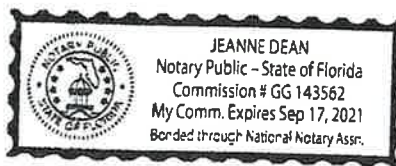
Jose Kallukalam
(Signature of owner)

(Signature of owner)

Rev. Father Jose Kallukalam
(Print name of owner)

(Print name of owner)

STATE OF FLORIDA }
COUNTY OF NASSAU } ss



Subscribed and sworn to before me this 13 day of March, 2018.

Jeanne Dean
Notary Public: Signature

JEANNE DEAN
Printed Name

My Commission Expires

Personally Known ☒ OR Produced Identification ☐ ID Produced: ☐



A. Michael Hickox, CFA, Cert. Res. RD1941
Nassau County Property Appraiser

[Property Search](#)
[Sales Search](#)
[Nassau Home](#)

OWNER NAME	DIOCESE OF ST AUGUSTINE	PARCEL NUMBER	00-00-31-1800-0032-0010
MAILING ADDRESS	C/O CATHOLIC CENTER 11625 OLD ST AUGUSTINE RD	TAX DISTRICT	FERNANDINA BEACH (DISTRICT 2)
		MILLAGE	20.2467
		PROPERTY USAGE	CHURCHES
LOCATION ADDRESS	JACKSONVILLE, FL 32258 505 BROOME ST FERNANDINA BEACH 32034	DEED ACRES	0
		HOMESTEAD	N
SHORT LEGAL	BLOCK 32 LOTS 1 2 & 16 IN OR 209 PG 287 CITY OF FDNA BEACH	PARCEL MAP RECORD	MAP THIS PARCEL
		TAX COLLECTOR SEARCH	NASSAU TAX COLLECTOR LINK
		PROPERTY RECORD CARD	LINK TO PROPERTY RECORD CARD (PDF)

2017 Certified Values

JUST VALUE OF LAND	\$221,375
LAND VALUE AGRICULTURAL	\$0
TOTAL BUILDING VALUE	\$88,274
TOTAL MISC VALUE	\$29,439
JUST OR CLASSIFIED TOTAL VALUE	\$339,088
ASSESSED VALUE	\$299,444
EXEMPT VALUE	\$299,444
TAXABLE VALUE	\$0

Land Information

LAND USE	LAND UNITS	LAND UNIT TYPE	SEC-TWN-RNG
CHURCH 007100	100	FF	21-3N-28

Building Information

TYPE	TOTAL AREA	HEATED AREA	BED ROOMS	BATHS	PRIMARY EXTERIOR	SECONDARY EXTERIOR	HEATING	COOLING	ACTUAL YEAR BUILT	BUILDING SKETCH
OFFICE LOW	2,735	1,886	2	2	ABOVE AVG.	COMMON BRK	AIR DUCTED	FORCED AIR	1973	SHOW SKETCH

Miscellaneous Information

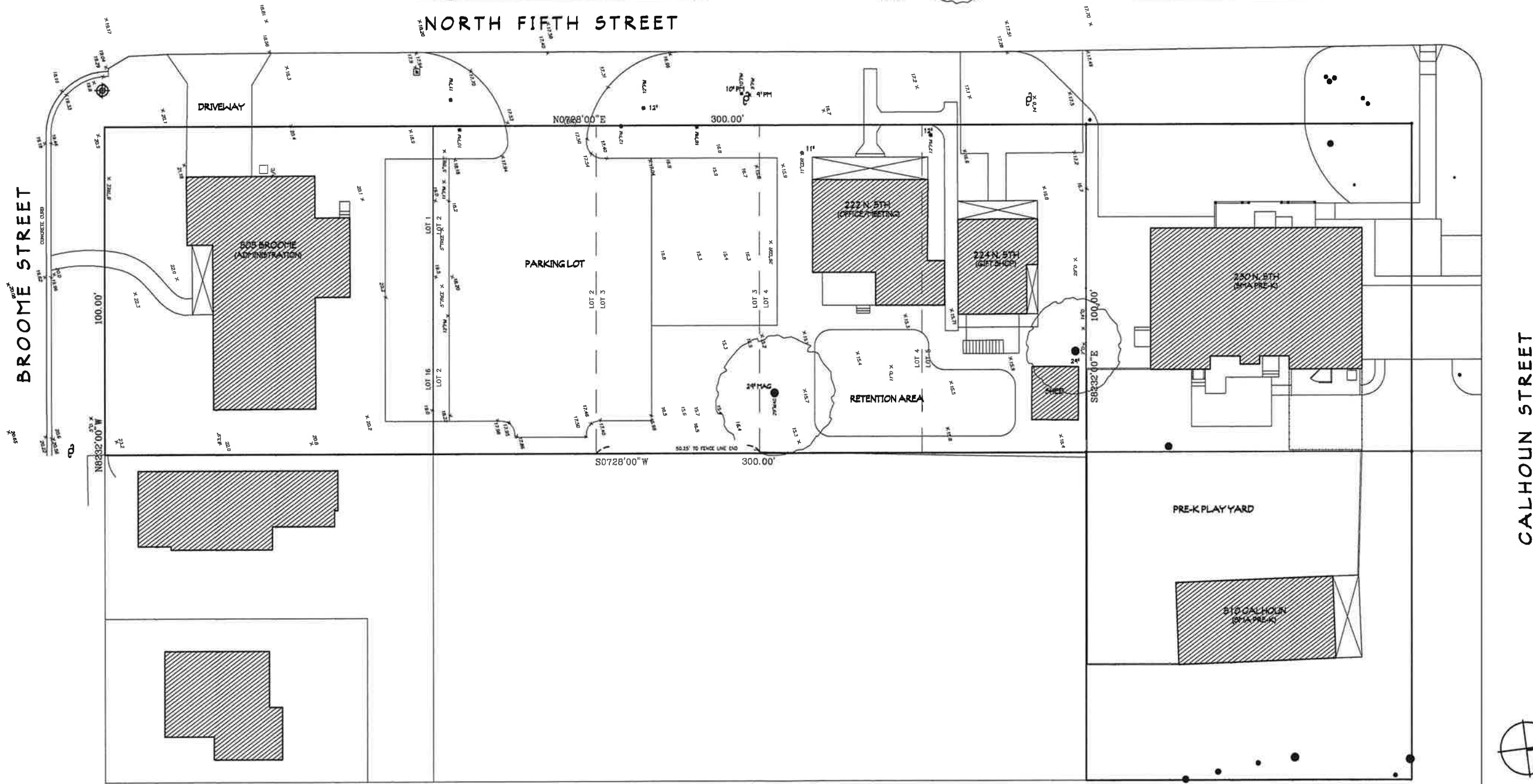
DESCRIPTION	DIMENSIONS L x W	UNITS	YEAR BUILT
CONCRETE B	0 X 0	805	1973
CONCRETE B	58 X 4	232	1993
CONCRETE A	0 X 0	24	1993
A/C UNIT	0 X 0	1	1998
CONCRETE A	33 X 4	132	2005

Sales Information

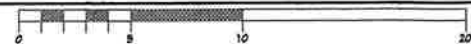
SALE DATE	BOOK / PAGE	BOOK / PAGE	PRICE	INSTRUMENT	QUALIFICATION	IMPROVED? (AT TIME OF SALE)	GRANTOR	GRANTEE
01/01/1975	209/287	209/287	46500	WD	Q	Y		
01/01/1972	121/588	121/588	4000	WD	Q	N		



505 Broome Street



EXISTING CONDITIONS SITE PLAN



1/16" = 1'-0"



CALHOUN STREET

BROOME STREET

NORTH FIFTH STREET

ST. MICHAEL CATHOLIC CHURCH

ST. MICHAEL ACADEMY

505 BROOME PARISH OFFICE BUILDING

PARKING LOT

RETENTION AREA

PRE-K PLAY YARD

510 CALHOUN (KIA PRE-K)

222 N 5TH (OFFICE BUILDING)

224 N 5TH (GIFT SHOP)

230 N 5TH (KIA PRE-K)

This drawing and the design ideas and concepts are the property of the Architect, J.A. and are not to be used in any way without the written consent of the Architect. It is not to be used on any other project without the written consent of the Architect.

AB 1

EXISTING CONDITION SITE PLAN	
REVISIONS	DATE

PROPOSED DESIGN FOR
ST. MICHAEL CATHOLIC CHURCH
PARISH OFFICE BUILDING
505 BROOME STREET
FERNANDINA BEACH, FL 32034



MIRANDA ARCHITECTS
309 1/2 CENTRE STREET, SUITE 206
FERNANDINA BEACH, FL 32034
904.261.4586 TEL
FL. REG. NO. 00000000

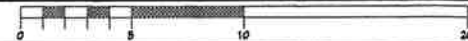
SYCC NORTH 5TH ST
EXISTING SITE PLAN
PROJECT # 5170522
DRAWN BY - JLM
CHKD BY - JLM
DATE - 03-14-18
Joan L. Miranda, Jr.
FLA. REG. NO. 00000000

BROOME STREET

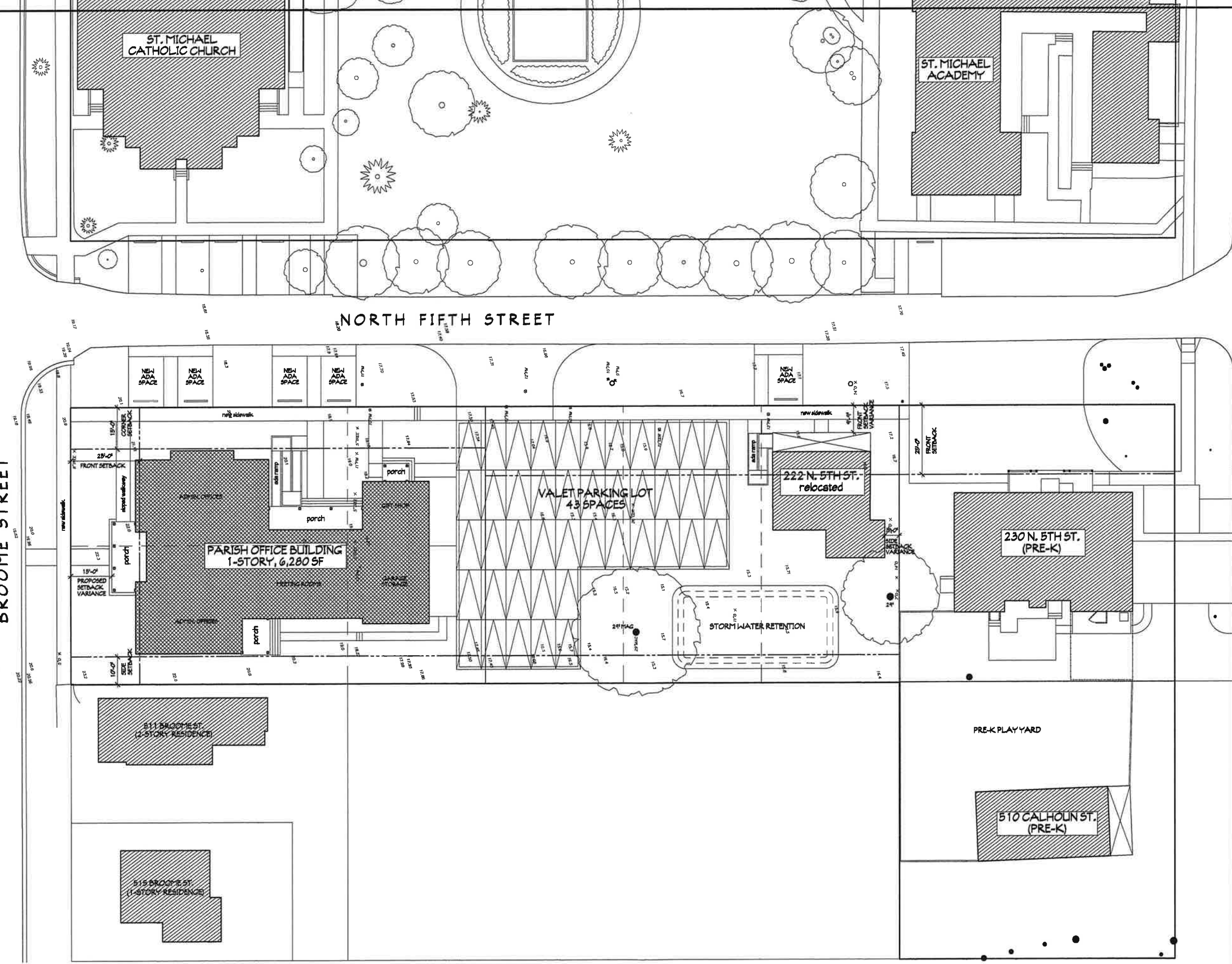
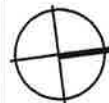
NORTH FIFTH STREET

CALHOUN STREET

PRELIMINARY SITE PLAN



1/16" = 1'-0"



This drawing and the design here and concepts, it represents the work of the architect and is not to be used for any other project and is to be returned to the architect.

CONCEPTUAL SITE PLAN		PROPOSED DESIGN FOR ST. MICHAEL CATHOLIC CHURCH PARISH OFFICE BUILDING 505 BROOME STREET FERNANDINA BEACH, FL 32304		MIRANDA ARCHITECTS 308 1/2 CENTRE STREET, SUITE 200 FERNANDINA BEACH, FL 32034 904.284.5386 info@mirandaarchitects.com		SPEC MASTER PLAN CONCEPT SITE PLAN PROJECT # 5170522 DRAWN BY - JLT CHKD BY - JLT DATE - 03-05-18 Jose L. Miranda, Jr. FLA. AR. # 14887	
REVISIONS		DATE		MIRANDA ARCHITECTS		P1	

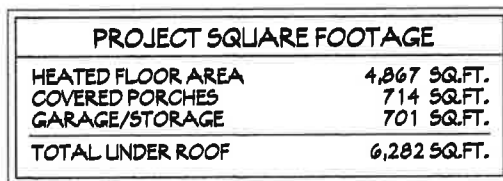
SMCC PARISH OFFICE PRELIMINARY DESIGN	PROJECT # 5170522	DRAWN BY -- JLM	CHECKED BY -- JLM	DATE -- 03-05-18
--	-------------------	-----------------	-------------------	------------------

**MIRANDA
ARCHITECTS**
309 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
904.261.4588 TEL
FL REG NO. AA F000208

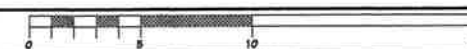


PRELIMINARY FLOOR PLAN		
	REVISIONS	DATE

P2



PRELIMINARY FLOOR PLAN



1/8" = 1'-0"



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STCC PARISH OFFICE
CONCEPT DESIGN
PROJECT # 5170522
DRAWN BY -- JLT
CHKD BY -- JLT
DATE -- 03-05-18

John L. Miranda, Jr.
FLA. REG. ARCHT. # 10887

MIRANDA
ARCHITECTS
308 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
904.261.5581 TEL
FL. REG. ARCHT. # 10887



PROPOSED DESIGN FOR
ST. MICHAEL CATHOLIC CHURCH
PARISH OFFICE BUILDING
505 BROOME STREET
FERNANDINA BEACH, FL 32304

PRELIMINARY ELEVATIONS	
REVISIONS	DATE

P3



OFFICE OFFICE FRONT ENTRY PORCH ADMIN. ASST. PRIEST

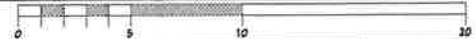
SOUTH ELEVATION -- BROOME STREET

1/8"=1'-0"



GIFT SHOP SIDE ENTRY PORCH ADMINISTRATIVE OFFICES

WEST ELEVATION -- NORTH 5TH STREET



1/8"=1'-0"

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GARAGE/STORAGE GIFT SHOP

NORTH ELEVATION $1/8"=1'-0"$



ASST. PRIEST PRIEST MEETING MEETING GARAGE/STORAGE

EAST ELEVATION $1/8"=1'-0"$

ST. MICHAEL CATHOLIC CHURCH CONCEPT DESIGN	PROJECT # S170522	DRAWN BY - JLM	CHKD BY - JLM	DATE - 03-05-18
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Joe L. Miranda, Jr.
FLA. ARCH. NO. 10007



**MIRANDA
ARCHITECTS**
308 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
904.261.4588 TEL
FL ARCH. NO. 10007

PROPOSED DESIGN FOR
**ST. MICHAEL CATHOLIC CHURCH
PARISH OFFICE BUILDING**
505 BROOME STREET
FERNANDINA BEACH, FL 32304

PRELIMINARY ELEVATIONS	
REVISIONS	DATE



BROOME STREET ELEVATION

1/8"=1'-0"

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ST. MICHAEL CATHOLIC CHURCH CONCEPT DESIGN	
PROJECT #5170522	
DRAWN BY - JLM	
CHKD BY - JLM	
DATE - 03-05-18	



MIRANDA
ARCHITECTS
308 1/2 CENTRE STREET, SUITE 208
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904.281.4598 TEL
FL ARCH. NO. 00000000

PROPOSED DESIGN FOR
ST. MICHAEL CATHOLIC CHURCH
PARISH OFFICE BUILDING
505 BROOME STREET
FERNANDINA BEACH, FL 32304

BROOME STREET ELEVATION	
REVISIONS	DATE



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2018-20
MAY 24, 2018

Owner/Applicant:	Miranda Architects, agent for St. Michael Catholic Church				
Property Address:	505 Broome Street				
Requested action:	Conceptual Certificate of Approval (COA) to construct an approximately 6,300 primary structure and associated parking lot				
Current zoning:	R-2				
FLUM land use category:	Medium Density Residential				
Existing uses on the site:	Office (religious)				
FL Master Site File #	N/A				
Year Built:	N/A				
Contributing Status:	Non-Contributing				
Adjacent Properties:	North	Parking/Office	R-2	c.1900	St. Michael Church
	South	Single-Family Residential	R-2	c.1884	
	East	Single-Family Residential	R-2	c.1900	
	West	Church	R-2	c.1882	St. Michael Church

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





CONCEPTUAL APPROVAL

This proposal is being brought before the Historic District Council for Conceptual Approval. Conceptual approvals are provided by the HDC as a courtesy to the applicant in an effort to allow comment from the Historic District Council and citizens during the conceptual design process. The HDC will provide the applicant with feedback and guidance relating to the proposal and take a vote to indicate whether the board feels the proposal is adequately appropriate to proceed. If significant concerns are raised by the Board, they may request that the applicant return for additional conceptual review. In all cases, the applicant must return to the HDC to seek Final Approval of their projects. No projects can proceed to the permitting phase without final approval by the HDC. If the Board feels that a project is substantially inappropriate at the conceptual level, or is not making progress towards an appropriate design, the board may vote to deny conceptual approval.

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is seeking a conceptual certificate of approval to construct an approximately 6,300 square foot parish office building and associated parking lot.

APPLICABLE GUIDELINES:

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

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

that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

Findings: Complies ☒ Does not Comply ☐ N/A ☐

10. **New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**

Findings: Complies ☒ Does not Comply ☐ N/A ☐

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE

2.01.05 Medium Density Residential (R-2)

The R-2 District is intended for the development, redevelopment, or maintenance of stable medium-density residential neighborhoods. The medium-density residential designation includes a mixture of single- and multi-family structure types.

2.02.03 Historic District Overlays

The Historic District Overlays are intended to preserve the form, function, image, residential balance, and ambiance of the historic Centre Street and surrounding area as the ceremonial, civic, and cultural center of the City. The Overlays also cover the Old Town Historic District as well as the Amelia Island Lighthouse, Oxley-Heard Funeral Home, and Peck Center. The Historic District Overlay Boundaries are incorporated by reference through City of Fernandina Beach Ordinance numbers 526, 749, 846, 1995-12, 1997-24, and 2010-24. Areas within the Historic District Overlays shall be planned and managed following the guidelines established for the construction and renovation of buildings and use of land within the Historic Districts.

6.02.25 Religious Uses and Facilities

- A. Religious uses and facilities are allowable in the RE, R-1, RLM, R-2, R-3, OT-1, OT-2, and MU-1 zoning districts, subject to the standards of the zoning district and the supplemental standards set forth in this section.
- B. The primary use for a site developed for religious uses is worship. Worship is a form of religious practice with its creed and ritual.
- C. Uses and activities other than worship shall be considered accessory uses and shall be clearly ancillary to the primary use. Such uses and activities shall be limited to religious instruction (such as "Sunday School," Bible school, or similar instruction or study typically associated with the religion); offices to support the religious facility; child or adult day care, subject to the standards of Section 6.02.25(F); private academic school, subject to the standards of Section 6.02.25(G); fellowship hall, with or without a kitchen, subject to the standards of Section 6.02.25(H), (which may be known as a community center, activity hall, or life center); cemeteries regulated as set forth in Section 6.02.06; and individual meeting spaces.
- D. All accessory uses are subject to the following requirements:
 - 1. The accessory use shall be owned and operated only by the owner of the primary use.
 - 2. The facility housing the accessory use shall meet all local, State, or federal standards.
 - 3. The owner of the primary use shall obtain any licenses required to conduct the accessory use. Any approval of the accessory use shall be contingent upon receipt of all licenses.
 - 4. Audio amplification systems, including, but not limited to, telephone loudspeakers or paging systems, shall be located to ensure that they cannot be heard on adjacent properties.
 - 5. All outdoor activities shall occur no earlier than 8:00 a.m. and no later than 10:00 p.m.
 - 6. All exterior lighting shall be directed or shielded to avoid illumination of adjacent properties.

7.01.04 Parking Standards and Parking Lot Design

A. Parking space requirements

1. Minimum off-street vehicular parking spaces shall be provided at the time of the construction of the principal building or at the time of the conversion of a building having a previously existing use to a more intensive use of the same property.
2. The minimum number of parking spaces shall conform to the standards in Table 7.01.04(A).
3. Due to the nature and character of the central business district, the provision of off-street parking will not be required, except for lodging accommodations and bed and breakfast inns. For these uses, the off-street parking requirements shall be satisfied within 1,000 feet of the property involved and as otherwise required under this chapter.
4. Calculation of required parking
 - a. Where floor area determines the amount of off-street parking required, the floor area of a building shall be the sum of the gross horizontal areas of every floor of the building, using exterior wall dimensions.
 - b. For places of public assembly, the number of seats shall be the maximum occupancy load established for the building by the Fire Marshal.
5. Requirements for off-street parking for uses not specifically mentioned in this chapter shall be the same as required for the use most similar to the one sought.
6. Any development adjacent to a public beach access shall be prohibited from interfering in any manner with the public use of the beach access, including but not limited to blocking the parking, removing parking, or interfering with the normal flow of traffic within the beach access area.
7. Off-street parking may not exceed 10% of the required parking amount on any site.
8. Up to two (2) on-site internal non-illuminated signs per business may be allowed to designate specific on-site parking areas. Signs are exempt from permitting requirements and are limited to four (4) square feet and no tall than eight (8) feet.

Table 7.01.04(A). Parking Space Requirements

Type of Use or Activity	Minimum Number of Spaces
Assembly places (religious facilities, funeral homes, schools, theaters, auditoriums, arenas, civic centers, and facilities with an auditorium, sanctuary, or gathering place, whether fixed seats or open area)	1 space per 4 seats
Offices (general, professional, or government)	1 space per 300 ft ² of gross floor area

- B. Parking Flexibility – This section recognizes that minimum parking requirements, in certain circumstances, may result in excess provision of parking. Excess parking supply results in the inefficient use of land at the expense of additional landscaped areas, civic space, enhanced site design or building area and the reduction in subsequent tax revenue and employment opportunities. Therefore, off-street parking requirements may be met through additional and alternative measures provided in this subsection. These measures shall be requested during site plan review.

1. Shared Parking Provisions

- a. Shared parking may be applied when land uses have different parking demand patterns and can use the same parking spaces/areas throughout the day or night. Shared parking may also be applied when an existing development can demonstrate excess parking. Factors evaluated to establish shared parking arrangements shall

include operating hours, seasonal/weekly/daily peaks in parking demand, the site's orientation, location of access driveways, accessibility to other nearby parking areas, pedestrian connections, distance to parking area, and availability of parking spaces.

b. Shared parking is subject to an agreement that addresses the following:

1. The agreement is valid only as long as the conditions described in the application for the shared parking exist, the City must be a party identified in the agreement requiring a signature from the City Manager, and the agreement must be in a form acceptable to the City Attorney recorded with the Nassau County Clerk of Courts.
 2. A copy of the recorded agreement shall be submitted to the City Attorney and City Manager within ten (10) days of its recording.
 2. Off-Site Parking – Up to 50% of the overall required parking may be met in off-site parking areas through a shared parking agreement. The off-site parking area must be located within 600 feet walking distance of the structures' nearest public entrance. A pedestrian connection providing a safe, well lighted walking environment shall be required. No more than two (2) off-site non-illuminated signs per business shall be allowed in order to designate or direct use of off-site parking spaces. Signs are exempt from permitting requirements and are limited to four (4) square feet and no taller than eight (8) feet.
 3. Existing Sites – If the parking deficit on an existing site is within 20% of the required additional parking generated by proposed alterations or expansions in use then, those spaces may be provided in unimproved parking areas.
 4. Valet Parking – On-site or off-site valet parking is permitted. All off-site locations shall require a recorded parking agreement, meeting the requirements for shared parking arrangements. Motor vehicles may be stacked for valet operations.
 5. The City may require, or an applicant may request, the elimination of up to 20% of the required parking spaces in order to preserve specimen trees. The site plan shall show the location of all required parking and the spaces eliminated to preserve the trees.
 6. On-Street Parking – The City Manager may grant a parking waiver for use of onstreet parking spaces immediately adjacent to the site of a commercial use, not to exceed 10% of the required parking spaces when the following conditions exist:
 - a. On-street parking is permitted on both sides of the right-of-way;
 - b. Sufficient improved right-of-way width is evidenced and maintained;
 - c. A linear length of at least 25 feet along the right-of-way for each alternative space;
 - d. On-street spaces shall not be located closer than 30 feet from an intersection or 15 feet from a driveway;
 - e. The maximum utilization of other off-street parking alternatives for the commercial site shall be implemented prior to the granting of a parking waiver.
- C. Parking lot design requirements
1. All parking areas shall be arranged for convenient access and safety of pedestrians, bicyclists, and vehicles. All new non-residential development parking lots shall be located in the side or rear of buildings. All non-residential redevelopment shall incorporate strategies for masking parking areas and creating a more pedestrian-oriented environment whereby the majority of required parking is screened through landscaping or other design strategies.
 2. Parking Material: All new and redeveloping properties shall incorporate the use of pervious parking materials for a minimum of 75% of the required parking. Pervious parking materials that require regular maintenance through activities such as, vacuum sweeping, must demonstrate their ability to perform regular maintenance of the site. Pavement systems must be maintained in a smooth, well-graded, and drained condition. Parking materials may

consist of standard paving, pavers and alternate paving systems. Use of grass or alternate lawn surface as parking material may be considered for up to one-third (1/3) of the required off-street parking facilities. All accessible spaces must comply with all requirements set by ADA.

3. All parking areas shall be adequately drained and maintained in a dust-proof condition. All non-residential developments parking lots shall incorporate the use of Low Impact Development (LID) facilities such as use of pervious paving materials or pervious pavers, open section drainage, vegetative swales, and bio retention basins that exhibit unique design characteristics. The design of the parking lot shall be incorporated into the development's stormwater management plan.
4. Parking areas shall be designed with consideration given to future shared parking arrangements. All non-residential site development shall be designed to allow for vehicular cross accesses to adjacent non-residential properties. Where there are existing stub-outs on adjoining properties, the site under review shall complete the connection. The cross access must be designed to the same standards as internal circulation within the parking and circulation area.
5. If the parking area is artificially lighted:
 - a. All lighting shall be designed, arranged, and constructed such that no source of such lighting is visible from any adjoining or nearby property used or zoned for residential purposes.
 - b. All lighting shall be designed, arranged, and constructed to shield public roadways and all other adjacent properties from direct illumination.
 - c. For all areas adjacent to beach areas, the lighting shall be designed, arranged, and constructed consistent with Section 3.05.02 of the LDC regarding outdoor lighting in beach areas.
6. Individual spaces and internal aisles shall be designed according to the standards below;
 - a. Parking space dimensions shall be a minimum of nine (9) feet by eighteen (18) feet.
 - b. The number, design, and location of accessible parking spaces shall comply with the ADA standards for accessible design.
 - c. The minimum width for a one-way internal aisle shall be twelve (12) feet, and the minimum width for a two-way internal aisle shall be twenty-two (22) feet.
7. When drop-off areas are provided, the drop-off area shall be fully separated from driveways and parking areas. The separate drop-off area shall allow a person to enter or exit a vehicle directly to a sidewalk abutting the entrance to an establishment.
8. The atmosphere of parking lots for all non-residential developments is intended to be park like and shall comply with all landscaping provisions for parking areas contained in LDC Section 4.05.06. All parking areas shall be designed with landscaping and buffering which serve to reduce heat-island effect.

D. Pedestrian circulation

1. Large retail development projects shall provide parking areas that enhance pedestrian safety, efficiency, and connectivity with a clear definition between vehicular areas and pedestrian walkways.
2. Pedestrian and vehicular circulation systems are required to be adequately separated for pedestrian safety. Pedestrian connectivity between building entrances and parking areas shall be clearly indicated through the use of landscaped areas; walkways made of materials such as scored concrete, pavers, or bricks; or paint striping.
3. Internal pedestrian walkways, located between two (2) rows of parking spaces and not in the vehicular aisles, shall be provided at focal points of pedestrian activity, such as store

entrances. Additionally, such walkways shall be at least five (5) feet wide and shall include landscaping adjacent to the walkways.

4. New and redeveloping non-residential properties shall, where feasible, be required to provide or enhance pedestrian connectivity to adjacent residential neighborhoods.
5. New and redeveloping non-residential properties shall, where feasible, be required to establish pedestrian connections to the transportation network including but, not limited to, sidewalks, bike lanes or trails, or transit systems.

8.00.01 Intent

It is declared as a matter of public policy that protection, enhancement, perpetuation and use of sites of aesthetic, archaeological, architectural, cultural, historical and paleontological merit or value is in the interests of the health, prosperity, safety and welfare of the people of Fernandina Beach. The City Commission finds that the irreplaceable loss of these resources to the community would detrimentally affect the community as a whole. It is therefore the intent of this chapter to:

- A. Effect and accomplish the protection, enhancement and perpetuation of buildings, structures, improvements, sites, districts, landscape features, and archaeological and paleontological resources that represent distinctive elements of the City's architectural, cultural, economic, natural, political, prehistoric, religious, scientific, and social history;
- B. Safeguard the City's architectural, cultural, economic, natural, political, prehistoric, religious, scientific and social heritage, as embodied and reflected in such structures, sites, and districts;
- C. Foster awareness and pride in the accomplishments and events of the City's past;
- D. Protect and enhance the City's attraction to residents, tourists, and visitors, and serve as an economic stimulus to business and industry;
- E. Stabilize and improve property values and encourage compatible redevelopment;
- F. Enhance the visual and aesthetic character of the City; and
- G. Promote the use of individual structures, sites, and districts for the education, leisure, and welfare of the people of Fernandina Beach.

8.00.03 Relationship to Comprehensive Plan

The following standards implement Goal 11: Historic Preservation Element of the Fernandina Beach Comprehensive Plan to identify, preserve, and protect historic and cultural resources within the City.

8.01.01.01 Standards for Development in the Historic District Overlays

- A. The review of proposed development within the Historic District Overlays shall be based upon the latest edition of Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings from the U.S. Secretary of Interior.
- B. The review of proposed development within the Historic District Overlay shall also be based upon compliance with the Downtown Historic District Guidelines, dated December 1999, as amended from time to time. The review of proposed development within Old Town shall be based upon compliance with the Old Town Preservation and Development Guidelines, dated June 1999, as amended from time to time.
- C. In addition to standards applicable to the underlying zoning district, new construction within the Historic District Overlay shall be compatible with the existing character of the landmark or the district. Compatible design means architectural design and construction that will fit harmoniously into the district or the landmark site. New construction shall be compatible in scale, materials, and quality of construction with adjacent buildings and structures that have been designated.
- D. The following features shall be considered by the Historic District Council in the evaluation of proposed new construction, as such features comply with the guidelines referenced in Section

8.01.01.01(A) and (B) above:

1. Scale, including height and width;
2. Setbacks;
3. Orientation and site coverage;
4. Alignment, rhythm, and spacing of buildings;
5. Form and detail, considering the link between old and new buildings;
6. Maintaining materials within the district or on the landmark site;
7. Maintaining quality within the district or on the landmark site;
8. Facade proportions and window patterns;
9. Entrances and porch projections;
10. Roof forms; and
11. Horizontal, vertical, or non-directional emphasis.

DOWNTOWN HISTORIC DISTRICT GUIDELINES

Guidelines for New Construction (pg. 108)

The protection of the historic and architectural resources of the district includes new construction and requires compatible new buildings to respect visual and historic characteristics. New construction of primary buildings should maintain the existing historic pattern of a neighborhood in terms of characteristics such as setback, distance between homes, scale, materials, and colors. New outbuildings and detached garages are addressed in the section for outbuildings.

1. New buildings should be compatible with adjacent buildings in terms of height.
2. New buildings should be compatible with adjacent buildings in terms of materials.
3. New buildings should be compatible with adjacent buildings in terms of setback.
4. New buildings should be compatible with adjacent buildings in terms of width, scale, and proportions.
5. New buildings should be compatible with adjacent buildings in terms of roof form.
6. New construction should be oriented toward the major street.
7. New construction should have raised foundations.

ANALYSIS:

The proposed new construction is compatible with the Downtown Historic District in design, materials, proportions, and siting. The elevations of the building are designed in a manner which minimizes the massing of the structure through articulation and roof forms.

STAFF RECOMMENDATION:

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

Staff recommends:

CONCEPTUAL APPROVAL of HDC 2018-20

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2018-20 **with or without** conditions;

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

That HDC case 2018-20, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Guidelines to warrant conceptual approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2018-20 Application and Backup Materials

Respectfully Submitted,



Salvatore J. Cumella
Historic Preservation Planner

HDC 2018-20

EXHIBIT 1

Application and Backup Materials

DEMO HDC 2018-18
also Janance HDC 2018-17



APPLICATION FOR HISTORIC DISTRICT COUNCIL COA

OFFICE USE ONLY	
REC'D: <u>3/13/18</u>	BY: <u>[Signature]</u>
PAYMENT: \$ <u>15</u>	TYPE: <u>—</u>
APPLICATION #: <u>2018-000551</u>	
HDC CASE #: <u>2018-20</u>	
APPLICATION COMPLETE: Y <u>—</u> N <u>—</u>	
PRE-CONFERENCE: Y <u>—</u> N <u>—</u>	DATE: <u>—</u>

BOARD MEETING DATE: <u>—</u>
PLANNER: <u>—</u> DATE: <u>—</u>
<u>—</u> APPROVED <u>—</u> DENIED

APPROVAL TYPE:	☐ Staff Approval	☐ Board Approval: Conceptual <u>—</u> or Final <u>—</u>
PROJECT TYPE:		
☒ New Construction	☐ Addition	☐ Alteration
☐ Repair	☐ Paint	☐ Fence
☐ Relocation	☒ Demolition	☒ Variance
☐ Sign	☐ Re-roof	☐ Other: <u>—</u>
PROPERTY INFORMATION Property information can be found at the Nassau County Property Appraiser's Website → Map Search		
Street Address: <u>505 Broome Street</u>		
Historic District: ☒ Downtown ☐ Old Town ☐ CRA Waterfront		
Parcel Identification Number(s): <u>00-00-31-1800-0032-0010</u>		
Zoning District: <u>R-2</u> Lot / Block Number (optional) <u>1, 2, 16 / 32</u>		

PROJECT DESCRIPTION

Owner of Record	As recorded with the Nassau County Property Appraiser
Owner(s) Name <u>St. Michael Catholic Church</u>	
Corporation or Company (if applicable) <u>Diocese of St. Augustine</u>	
Street Address <u>505 Broome Street</u>	
City State Zip <u>FB, FL 32034</u>	
Telephone Number <u>261-3472</u>	
Email Address <u>—</u>	

Applicant or Agent	If other than owner. If an agent will be representing the owner, an Owner's Authorization For Agent Representation form must be included
Applicant Name <u>Jose Miranda</u>	
Corporation or Company (if applicable) <u>Miranda Architects</u>	
Street Address <u>309 1/2 Centre St., Suite 206</u>	
City State Zip <u>FB, FL 32034</u>	
Telephone Number <u>261-4586</u>	
Email Address <u>jmiranda@mirandaarchitects.com</u>	

Part 1. Describe The Existing Conditions and Materials. Describe the existing structure(s) on the subject property in terms of the construction materials and site conditions, as well as the surrounding context.

Existing one-story, circa 1973 building used as Parish office space to be demolished.

Part 2. Describe The Proposed Project and Materials. Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s). Attach further description sheets, if needed.

Construction of new $\pm 6,300$ SF Parish Office Building and associated parking lot.

List proposed materials and colors, as applicable (use additional sheet if necessary):

Project Scope	Manufacturer	Product Description	FL Product Approval #	Color (Name/Number)
Exterior Fabric		Stucco		
Doors		Fiberglass		
Windows		Vinyl Clad Wood		
Roofing		Asphalt Shingles Metal Roofing		
Fascia/Trim		Wood		
Foundation		Concrete Block Stucco Finish		
Shutters		Fiberglass		
Porch/Deck				
Fencing				
Driveways/Sidewalks		Concrete Pavers		
Signage				
Other				

Please submit all product brochures, paint color samples, and material samples with your application.

CERTIFICATION

By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Community Development Department to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.
5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).
6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.
7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.
8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.
9. I/We understand that Certificates of Approval are only valid for **one year** from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

3/12/18
Date

[Signature]
Signature of Applicant

STATE OF FLORIDA

COUNTY OF NASSAU

ss }

Subscribed and sworn to before me this 12th day of March, 2018.

Leah Hall

Notary Public: Signature

LEAH HALL

Printed Name



LEAH HALL
MY COMMISSION # FF 929201
EXPIRES: February 20, 2020
Bonded Thru Budget Notary Services

My Commission Expires

Personally Known X OR Produced Identification _____ ID Produced: _____

USE THIS FORM TO: Authorize an agent to make application and represent the owner of record.



OWNER'S AUTHORIZATION FOR AGENT REPRESENTATION

I /WE St. Michael Catholic Church
(print name of property owner(s))

hereby authorize: Jose Miranda, Architect
(print name of agent)

to represent me/us in processing an application for: COA, Historic District Council
(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.

Jose Kallukalam
(Signature of owner)

(Signature of owner)

Rev. Father Jose Kallukalam
(Print name of owner)

(Print name of owner)

STATE OF FLORIDA

COUNTY OF NASSAU

SS }



Subscribed and sworn to before me this 13 day of March, 2018.

Jeanne Dean
Notary Public: Signature

JEANNE DEAN
Printed Name

My Commission Expires

Personally Known ☒ OR Produced Identification ☐ ID Produced: ☐

NASSAU

A. Michael Hickox, CFA, Cert.Res.RD1941
Nassau County Property Appraiser

[Property Search](#) [Sales Search](#) [Nassau Home](#)

OWNER NAME	DIOCESE OF ST AUGUSTINE	PARCEL NUMBER	00-00-31-1800-0032-0010
MAILING ADDRESS	C/O CATHOLIC CENTER 11625 OLD ST AUGUSTINE RD	TAX DISTRICT	FERNANDINA BEACH (DISTRICT 2)
		MILLAGE	20.2467
		PROPERTY USAGE	CHURCHES
	JACKSONVILLE, FL 32258	DEED ACRES	0
LOCATION ADDRESS	505 BROOME ST	HOMESTEAD	N
	FERNANDINA BEACH 32034	PARCEL MAP RECORD	MAP THIS PARCEL
SHORT LEGAL	BLOCK 32 LOTS 1 2 & 16 IN OR 209 PG 287 CITY OF FDNA BEACH	TAX COLLECTOR SEARCH	NASSAU TAX COLLECTOR LINK
		PROPERTY RECORD CARD	LINK TO PROPERTY RECORD CARD (PDF)

2017 Certified Values

JUST VALUE OF LAND	\$221,375
LAND VALUE AGRICULTURAL	\$0
TOTAL BUILDING VALUE	\$88,274
TOTAL MISC VALUE	\$29,439
JUST OR CLASSIFIED TOTAL VALUE	\$339,088
ASSESSED VALUE	\$299,444
EXEMPT VALUE	\$299,444
TAXABLE VALUE	\$0

Land Information

LAND USE	LAND UNITS	LAND UNIT TYPE	SEC-TWN-RNG
CHURCH 007100	100	FF	21-3N-28

Building Information

TYPE	TOTAL AREA	HEATED AREA	BED ROOMS	BATHS	PRIMARY EXTERIOR	SECONDARY EXTERIOR	HEATING	COOLING	ACTUAL YEAR BUILT	BUILDING SKETCH
OFFICE LOW	2,735	1,886	2	2	ABOVE AVG.	COMMON BRK	AIR DUCTED	FORCED AIR	1973	SHOW SKETCH

Miscellaneous Information

DESCRIPTION	DIMENSIONS L x W	UNITS	YEAR BUILT
CONCRETE B	0 X 0	805	1973
CONCRETE B	58 X 4	232	1993
CONCRETE A	0 X 0	24	1993
A/C UNIT	0 X 0	1	1998
CONCRETE A	33 X 4	132	2005

Sales Information

SALE DATE	BOOK / PAGE	BOOK / PAGE	PRICE	INSTRUMENT	QUALIFICATION	IMPROVED? (AT TIME OF SALE)	GRANTOR	GRANTEE
01/01/1975	209/287	209/287	46500	WD	Q	Y		
01/01/1972	121/588	121/588	4000	WD	Q	N		



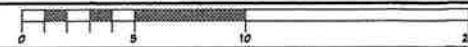
505 Broome Street

BROOME STREET

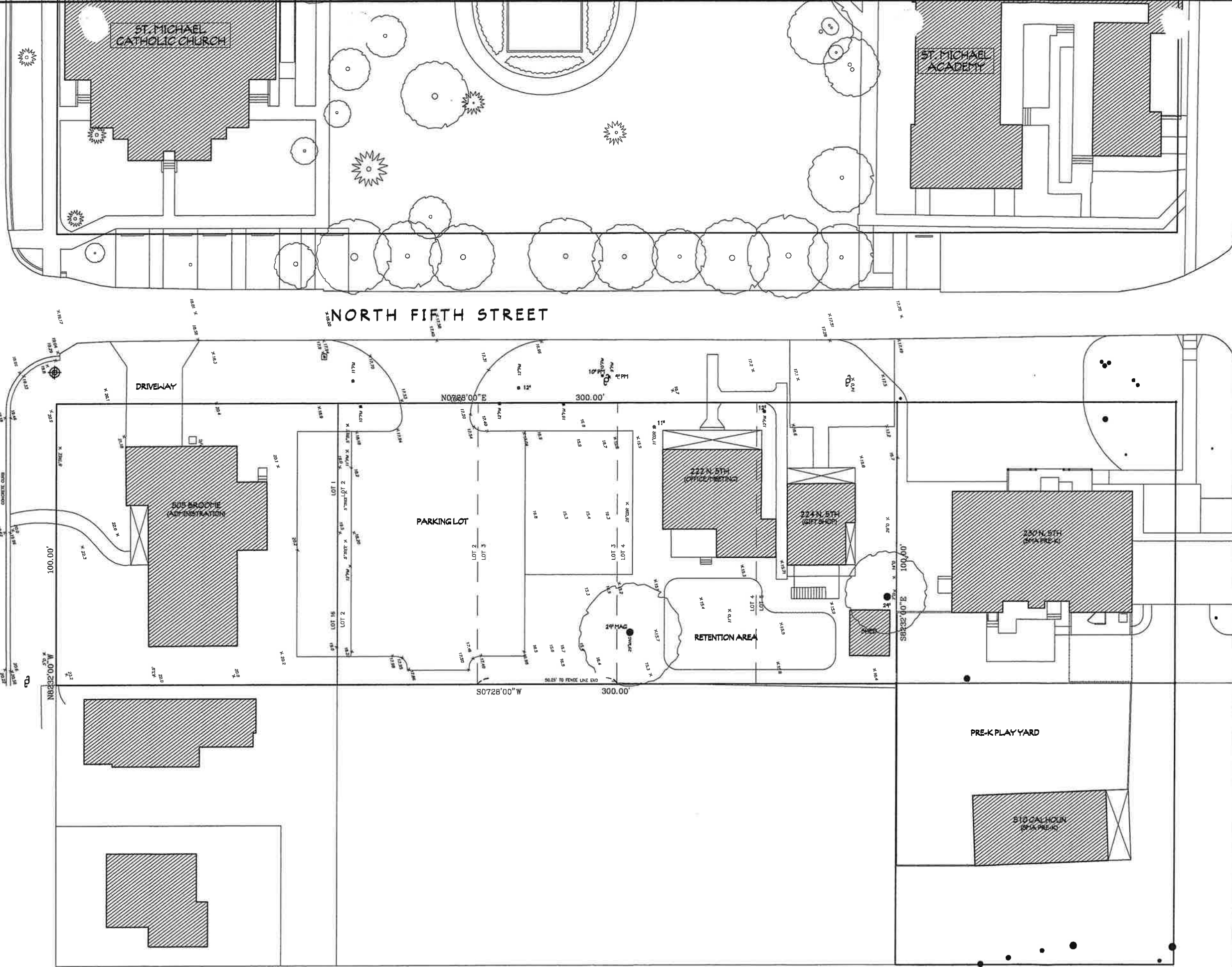
NORTH FIFTH STREET

CALHOUN STREET

EXISTING CONDITIONS SITE PLAN



1/16" = 1'-0"



This drawing is the property of the owner and is not to be reproduced or used in whole or in part without the written consent of the owner. The owner is not responsible for any errors or omissions in this drawing.

510 NORTH STREET
EXISTING SITE PLAN
PROJECT # 5170522
DRAWN BY - JLM
CHKD BY - JLM
DATE - 03-14-18
John L. Miranda, Jr.
P.E. No. 10887

MIRANDA ARCHITECTS
309 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
904.264.4966 TEL
FLA. REG. NO. 10887

PROPOSED DESIGN FOR
ST. MICHAEL CATHOLIC CHURCH
PARISH OFFICE BUILDING
505 BROOME STREET
FERNANDINA BEACH, FL 32304

EXISTING CONDITION SITE PLAN	
REVISIONS	DATE

AB 1

BROOME STREET

NORTH FIFTH STREET

CALHOUN STREET

ST. MICHAEL
CATHOLIC CHURCH

ST. MICHAEL
ACADEMY

PARISH OFFICE BUILDING
1-STORY, 6,280 SF

VALET PARKING LOT
43 SPACES

222 N. 5TH ST.
relocated

230 N. 5TH ST.
(PRE-K)

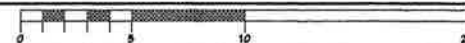
PRE-K PLAY YARD

510 CALHOUN ST.
(PRE-K)

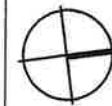
515 BROOME ST.
(1-STORY RESIDENCE)

511 BROOME ST.
(2-STORY RESIDENCE)

PRELIMINARY SITE PLAN



1/16"=1'-0"



This drawing and the design ideas and concepts it represents are the property of the Architect. It is to be used only for the project and site shown on this drawing. It is not to be used for any other project and is to be returned to the Architect upon request.

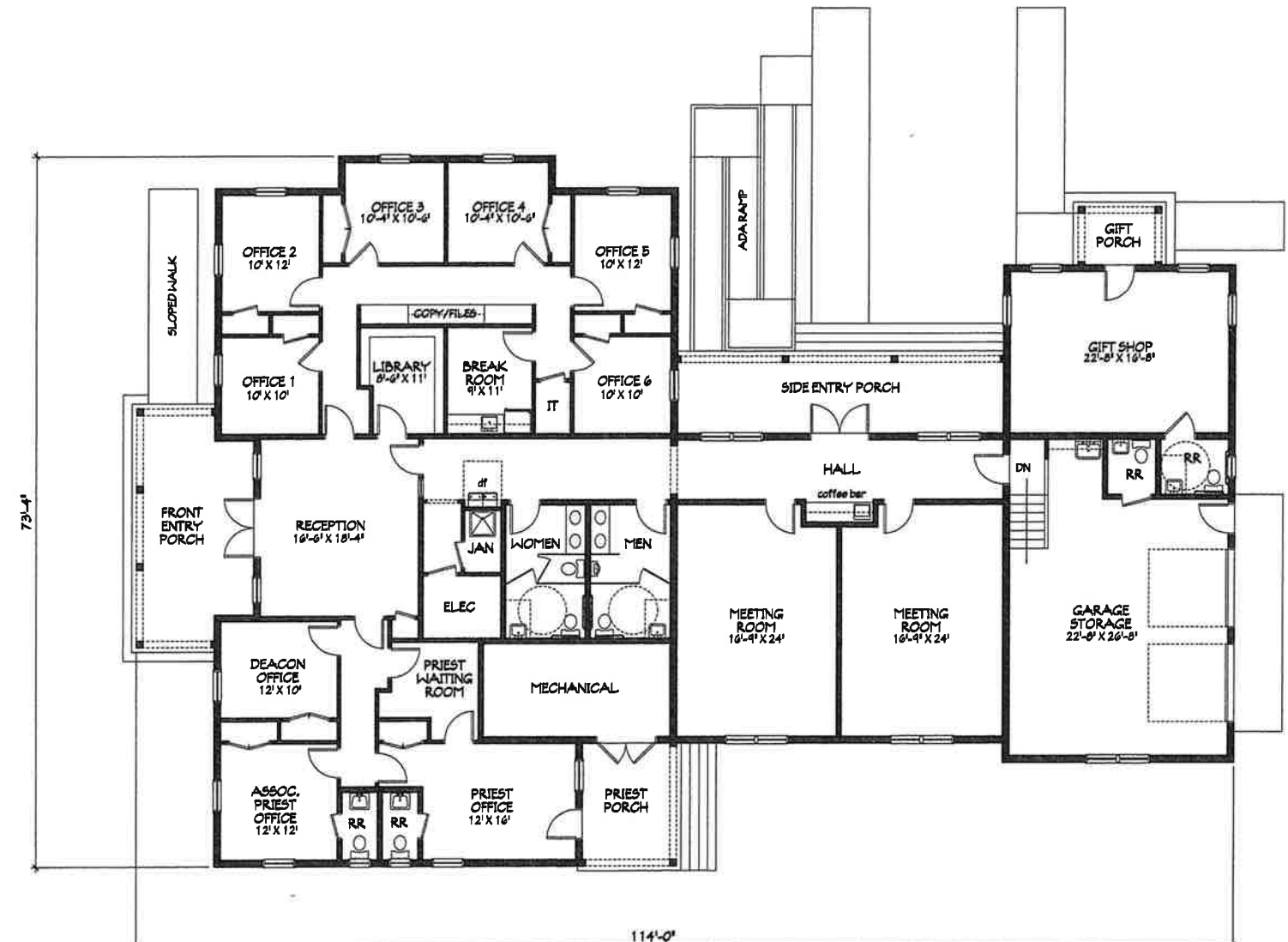
CONCEPTUAL SITE PLAN	ST. MICHAEL CATHOLIC CHURCH CONCEPT SITE PLAN
REVISIONS	PROJECT #5170932
DATE	DRAWN BY - JLM
	CHKD BY - JLM
	DATE - 03-05-16



**MIRANDA
ARCHITECTS**
308 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
904.261.4586 TEL
FL REG. NO. 14100000

PROPOSED DESIGN FOR
**ST. MICHAEL CATHOLIC CHURCH
PARISH OFFICE BUILDING**
505 BROOME STREET
FERNANDINA BEACH, FL 32304

CONCEPTUAL SITE PLAN	DATE
REVISIONS	



PROJECT SQUARE FOOTAGE	
HEATED FLOOR AREA	4,867 SQ.FT.
COVERED PORCHES	714 SQ.FT.
GARAGE/STORAGE	701 SQ.FT.
TOTAL UNDER ROOF	6,282 SQ.FT.

PRELIMINARY FLOOR PLAN

1/8"=1'-0"



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STICK PARCH OFFICE PRELIMINARY DESIGN	PROJECT # 5170522	DATE - 03-05-18
	DRAWN BY - JLM	
	CHKD BY - JLM	

MIRANDA
ARCHITECTS
308 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
904.261.4588 TEL
FL REG NO. A4 F0008

MIRANDA

PROPOSED DESIGN FOR
ST. MICHAEL CATHOLIC CHURCH
PARISH OFFICE BUILDING
505 BROOME STREET
FERNANDINA BEACH, FL 32304

PRELIMINARY FLOOR PLAN	
REVISIONS	DATE

This drawing and the design here and every other drawing in this set are the property of the Architect. It is to be used only for the project and in accordance with the conditions of the contract and is to be returned to the Architect upon completion of the project.

STCC PARISH OFFICE CONCEPT DESIGN	PROJECT # 5170522
	DRAWN BY -- JLM
	CHKD BY -- JLM
	DATE -- 03-05-18

MIRANDA
ARCHITECTS
308 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
TEL 904.261.4586 FAX 904.261.4587

MIRANDA
ARCHITECTS

PROPOSED DESIGN FOR
ST. MICHAEL CATHOLIC CHURCH
PARISH OFFICE BUILDING
505 BROOME STREET
FERNANDINA BEACH, FL 32304

PRELIMINARY ELEVATIONS	
REVISIONS	DATE



OFFICE OFFICE FRONT ENTRY PORCH ADMIN. ASST. PRIEST

SOUTH ELEVATION -- BROOME STREET 1/8"=1'-0"



GIFT SHOP SIDE ENTRY PORCH ADMINISTRATIVE OFFICES

WEST ELEVATION -- NORTH 5TH STREET 1/8"=1'-0"

The drawing and the design have been prepared by the architect for the purpose of securing a contract for construction. It is not to be used for any other purpose without the written consent of the architect.



GARAGE/STORAGE GIFT SHOP

NORTH ELEVATION 1/8"=1'-0"



ASST. PRIEST PRIEST MEETING MEETING GARAGE/STORAGE

EAST ELEVATION 0 5 10 20 1/8"=1'-0"

ST. MICHAEL CATHOLIC CHURCH CONCEPT DESIGN
PROJECT #5170522
DRAWN BY - JLM
CHECKED BY - JLM
DATE - 03-05-18



**MIRANDA
ARCHITECTS**
308 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
904.261.4586 TEL
FL ARCH. REG. #14000000

PROPOSED DESIGN FOR
**ST. MICHAEL CATHOLIC CHURCH
PARISH OFFICE BUILDING**
505 BROOME STREET
FERNANDINA BEACH, FL 32304

PRELIMINARY ELEVATIONS	
REVISIONS	DATE



505 BROOME STREET

511 BROOME STREET

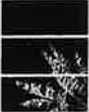
515 BROOME STREET

BROOME STREET ELEVATION

1/8"=1'-0"

This drawing and the design ideas contained herein are the property of J. Miranda Architects, Inc. and are not to be reproduced or used in any way without the written consent of J. Miranda Architects, Inc. If it is used without the written consent of J. Miranda Architects, Inc. the user assumes all liability for any and all damages.

J. Miranda Architects, Inc. P.L.L.C. No. 910807	STCC PARISH OFFICE CONCEPT DESIGN
	PROJECT # 5170522
	DRAWN BY - JLM
	CHKD BY - JLM DATE - 09-05-18



**MIRANDA
ARCHITECTS**
308 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
904.281.4586 TEL
FL REG. NO. 910807

PROPOSED DESIGN FOR
ST. MICHAEL CATHOLIC CHURCH
PARISH OFFICE BUILDING
505 BROOME STREET
FERNANDINA BEACH, FL 32304

BROOME STREET ELEVATION	
REVISIONS	DATE

ASPHALT SHINGLED
ROOFING 7 IN 12 SLOPE

WOOD TRIM BANDS

STUCCO (SAND FINISH)

2 OVER 1 DOUBLE
HUNG CLAD WOOD
WINDOWS W/ SHUTTERS

STUCCO WATERTABLE

LAP SIDING
AT GABLE
END

METAL ROOF
AND EXPOSED
RAFTERS AT
PORCHES

WOOD POSTS
W/ BRACKETS
AND SPINDREL
PANELS

OFFICE

OFFICE

FRONT ENTRY PORCH

ADMIN.

ASST. PRIEST

SOUTH ELEVATION -- BROOME STREET

1/8"=1'-0"



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2018-17
MAY 24, 2018

Owner/Applicant:	Miranda Architects, agent for St. Michael Catholic Church				
Property Address:	505 Broome Street				
Requested action:	Variance from Land Development Code section 4.02.03(E) <i>Standards for Building Heights and Setbacks to reduce front yard setback from 25' to 15'</i>				
Current zoning:	R-2				
FLUM land use category:	Medium Density Residential				
Existing uses on the site:	Office (religious)				
FL Master Site File #	N/A				
Year Built:	1973 (NCPA)				
Contributing Status:	Non-Contributing				
Adjacent Properties:	North	Parking/Office	R-2	c.1900	St. Michael Church
	South	Single-Family Residential	R-2	c.1884	
	East	Single-Family Residential	R-2	c.1900	
	West	Church	R-2	c.1882	St. Michael Church

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





SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

This non-contributing resource was built as a single-family residence in 1973.

The applicant is seeking to demolish this structure and construct a new structure on the property. That application (HDC 2018-18) has been submitted concurrently with this variance request.

The property is zoned R-2, which has a required front-yard setback of 25-feet a per LDC 4.02.03(E) *Standards for Building Heights and Setbacks*.

The applicant is requesting a reduction of the front-yard setback to **15'**.

APPLICABLE GUIDELINES:

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE

4.02.00 DESIGN STANDARDS FOR BASE ZONING DISTRICTS

4.02.03 *Standards for Buildings and Building Placement*

Table 4.02.03(E) *Standards for Building Heights and Setbacks*

Zoning District	Maximum Building Height (ft.) ¹	Minimum Setback			
		Front (ft.)	Side ²	Rear (ft.)	Corner Lot (side abutting street) (ft.) ³
R-2	35	25	10% of lot width	20	15

1. A building on any lot within 800 feet of the mean high water line of the Atlantic Ocean shall not exceed thirty-five (35) feet in height.

2. Each side yard setback shall be increased by one-half (½) foot for each one (1) foot, or fraction thereof, of building heights above twenty-five (25) feet.

3. Buildings shall not encroach into the required clear visibility triangle at intersections, as set forth in Section 7.01.08.

10.02.00 VARIANCES

10.02.01 *Generally*

- A. Within the Historic District Overlays and the CRA Overlay, the HDC may authorize a variance from the design and improvement standards of the LDC and may issue exceptions from the CRA design guidelines where the required findings of Section 10.02.00 are met.
- B. The BOA may authorize a variance from the design and improvement standards of the
- C. LDC, except for areas within the Historic District Overlay or the CRA Overlay, where requirements of Section 10.02.00 are met.
- D. 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 grounds for the authorization of a variance.
 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 Avenue, North Fletcher Avenue, or South Fletcher Avenue.

10.02.02 Required Findings for a Grant of a Variance

- A. In order for an application for a variance to be approved or approved with conditions, the BOA or the HDC shall find that all of the following criteria apply:
 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.
 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.
 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.
 4. Minimum Variance: The variance requested is the minimum variance needed that will make possible the reasonable use of the land, structure, or building.
 5. General Harmony: Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and 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.
- B. The applicant for a variance has the burden of proof of demonstrating that the application for a variance complies with each of the requirements of Section 10.02.02(A).

10.02.03 Additional Criteria for Findings for a Grant of a Variance in the Historic Districts or Community Redevelopment Area

In acting on variance requests in the Historic District Overlays or the Community Redevelopment Area Overlay, the Historic District Council may be guided by the following in addition to the criteria in Section 10.02.02(A):

- A. That a variance is necessary to maintain the historic character of property through demonstrating that:
 1. A variance would not be contrary to the public interest, safety, or welfare.
 2. Special conditions and circumstances exist, because of the historic setting, location, nature, or character of the land, structure, appurtenance, sign, or building involved, which are not applicable to other lands, structures, appurtenances, signs, or buildings in the same zoning district, which have not been designated as historic sites or a historic district nor listed on the Local Register of Historic Places.
 3. Literal interpretation of the provisions of existing ordinances would alter the historic character of the historic district, or historic site to such an extent that it would not be feasible to preserve the historic character, of the historic district or historic site.

4. The variance requested is the minimum necessary to preserve the historic character of a historic site or of a historic district.
 5. In the case of the alteration of an existing building, the proposed design would incorporate materials, details, or other elements not permitted by the Land Development Code but which can be documented by photographs, architectural or archaeological research or other suitable evidence to have been used on other buildings of a similar vintage and style in the Historic District in which the building is located, provided that the project will not destroy significant architectural features on the building.
 6. In the case of new construction, the proposed design incorporates materials, details, setbacks, massing or other elements that are not permitted by the Land Development Code but which would enhance the quality of the design for the new building or structure, provided that said new building or structure otherwise complies with the criteria for new construction in the Historic District in which the building or structure is proposed to be located and provided further that it would also have a beneficial effect on the historic character of the visually related area.
- B. Or, as an alternative to subsection (A), that a variance is necessary to accommodate an appropriate adaptive reuse of a structure within a Historic District or upon a Historic Site through demonstrating that:
1. A variance would not be contrary to the public interest, safety, or welfare.
 2. The variance would not significantly diminish the historic character of the Historic District or Site.
 3. That the variance requested is the minimum necessary to affect the adaptive reuse of an existing structure or site.
 4. The proposed design would incorporate materials, details, or other elements not permitted by the Land Development Code but which can be documented by photographs, architectural or archaeological research or other suitable evidence to have been used on other buildings of a similar vintage and style in the Historic District in which the building is located, provided that the project will not destroy significant architectural features on the building.

10.02.04 Procedures for Variances

- A. Applications
1. An application for a variance shall include the information required for all applications, as set forth in Section 11.01.03 and City established policies, as amended from time to time.
 2. An application for a variance shall include a statement explaining how the variance request conforms to all requirements listed in Section 10.02.02 (A).
 3. An application for a variance for development subject to site plan review and approval shall be decided by the BOA or HDC prior to completion of the site plan review process.
- B. Review of applications
1. An application for a variance shall be reviewed by the City Manager for compliance with the requirements set forth in Section 10.02.02(A). The City Manager shall prepare a compliance report to the BOA or HDC.
 2. A public hearing shall be scheduled before the BOA or the HDC.
 3. Notice shall be provided pursuant to the requirements of Section 11.02.00.
 4. The BOA or HDC shall conduct the public hearing in accordance with the procedures set forth in Section 11.04.00.
 5. The BOA or HDC shall approve, deny, or approve with conditions the application for variance, based upon findings regarding conditions set forth in Section 10.02.02(A).

6. The City Manager shall issue a written order to the applicant when final action is taken by the BOA or HDC.
- C. Expiration of variance approval Any variance authorized by the BOA or HDC, for which action has not commenced within one (1) year from the date on which the decision of the BOA or HDC is reduced to a written order, or if appealed, the date on which the order becomes final, shall be deemed abandoned and be void and of no further force and effect. See LDC Section 11.00.04(D) for extension allowances.
- D. Appeals on a Variance.
 1. Any person aggrieved by any decision of the BOA or HDC 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 30 days after the filing of the decision at the office of the board; otherwise the decision of the board will be final.

ANALYSIS:

Criteria	Applicant Response	Staff Analysis	Meets Criteria
<u>1. Special Conditions</u> 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 exist for this project as site is located in Downtown Historic District. Proposed front yard setback reduction will make new construction more compatible with historic context."</i>	Staff agrees with applicant's response.	YES
<u>2. Special Privilege</u> 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>"Approval of variance request DOES NOT convey a special privilege to the applicant. Variances from setbacks in Historic District is available to all other properties in the district."</i>	Staff agrees with applicant's response. Based on the setbacks of the other structures on block, this site would also qualify for setback reduction through a context-sensitive review.	YES
<u>3. Literal Interpretation</u> 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>"Literal interpretation of contemporary building setbacks prevents any new construction from complying with historic context ie, relationship of buildings to the street and to property lines."</i>	Staff agrees with applicant's response.	YES

4. Minimum Variance The variance requested is the minimum variance needed that will make possible the reasonable use of the land, structure, or building.	<i>"Variance requested is the minimum required to make relocation project viable. This includes relocation of existing parkin lot, on site storem water drainage, and savin existing large trees on site."</i>	Staff agrees with applicant's response.	YES
5. General Harmony Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and Comprehensive Plan	<i>"The variance process for historic properties through the Historic District Council is a necessity in order to make new construction compatible with the historic character of the Downtown Historic District."</i>	Staff agrees with applicant's response.	YES
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.	<i>"Granting the variance is compatible with the surrounding properties and will not cause injury to area involved or otherwise be detrimental to the public health, safety and welfare or environment."</i>	Staff agrees with applicant's response.	YES

Staff finds that the proposed reduction of the front yard setback is in keeping with the context of the neighborhood and the historic building pattern. Staff finds that all six of the required criteria are met, meeting the requirements for granting this variance. The applicant has submitted additional responses to the supplemental questions outlined in the Land Development Code section 10.02.03 (see Exhibit 1). These questions address the variance specifically in terms of the Historic District and necessity of a variance to allow adaptive use of historic structures and sites. The applicant's responses demonstrate the need for the variance as a minimum variance to achieve the adaptive use of this overall site and allow for the relocation of the Liberty Billings house on the adjacent parcel. These supplemental questions were created to allow the Board to take into account the unique building pattern and circumstances that exist within the Downtown Historic District.

This reduction in setbacks could also have been achieved through an administrative process called a Context Sensitive Review. The applicant and staff felt that bringing this variance to the Historic District Council was important for the board to have a better understanding of the overall project. Granting this variance preserves the historic building pattern and allows the other elements of this project, including the relocation and rehabilitation of the Liberty Billings House, to occur in a more thoughtful manner.

STAFF RECOMMENDATION:

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

Staff recommends:

APPROVAL of HDC 2018-17

MOTION TO CONSIDER:

I move to approve or deny HDC case number 2018-17 with or without conditions;

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

That HDC case 2018-17, as presented, is or is not substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Guidelines to warrant approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2018-17 Application and Backup Materials

Respectfully Submitted,



Salvatore J. Cumella
Historic Preservation Planner

HDC 2018-17

EXHIBIT 1

Application and Backup Materials

OFFICE USE ONLY

REC'D: 3/22/18 BY: 8
 PAYMENT: \$ 650 TYPE: 43554
 APPLICATION #: 2018-000430
 CASE #: HDC 2018-17
 BOARD MEETING DATE: April 2018
19th



APPLICATION FOR VARIANCE FROM THE LDC

APPLICANT INFORMATION

Owner Name: St. Michael Catholic Church
 Mailing Address: 505 Broome St., FB, FL 32034
 Telephone: 261-3472 Fax: _____
 Email: _____

Agent Name: Jose Miranda % Miranda Architects
 Mailing Address: 309 1/2 Centre St., Suite 206, FB, FL 32034
 Telephone: 261-4586 Fax: _____
 Email: jmiranda@mirandaarchitects.com

PROPERTY INFORMATION

Street Address: 505 Broome Street
 Parcel Identification Number(s): 00-00-31-1800-0032-0010
 Lot Number: 1, 2, 116 Block Number: 32

PROJECT INFORMATION

Variance(s) requested from LDC Section(s): LDC 4.02.63

Brief description of work proposed (use additional sheets if necessary):

Reduction of Front Yard Setback from 25' to 15'
To permit construction of new building in keeping with
context setbacks of neighboring properties on Broome St.

In order for an application for a variance to be approved or approved with conditions, the BOA or the HDC 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.

See Attached.

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.

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.

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

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

☒ If your property is located within the Historic Districts or the Community Redevelopment Area, please fill out responses to the supplemental variance criteria, attached as Appendix A, on a separate sheet of paper.

SIGNATURE/NOTARY

The undersigned states the above information is true and correct as (s)he is informed and believes.

3/19/18
Date

[Signature]
Signature of Applicant

STATE OF FLORIDA }
COUNTY OF NASSAU } ss

Subscribed and sworn to before me this 19th day of March, 2018.
[Signature] LEAH HALL
Notary Public: Signature Printed Name



LEAH HALL
MY COMMISSION # FF 929201
EXPIRES: February 20, 2020
Bonded Thru Budget Notary Services

My Commission Expires

Personally Known X OR Produced Identification _____ ID Produced: _____



MIRANDA
architects

VARIANCE APPLICATION TO HDC
505 BROOME STREET, FERNANDINA BEACH, FL
March 19, 2018

GENERAL VARIANCE CRITERIA

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 exist for this project as site is located in Downtown Historic District. Proposed front yard setback reduction will make new construction more compatible with historic context.

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.

Approval of variance request DOES NOT convey a special privilege to the applicant. Variances from setbacks in Historic District is available to all other properties 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.

Literal interpretation of contemporary building setbacks prevents any new construction from complying with historic context ie, relationship of buildings to the street and to property lines.

4. MINIMUM VARIANCE:

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

Variance requested is the minimum required to make relocation project viable. This includes relocation of existing parking lot, on site storm water drainage, and saving existing large trees on site.

5. GENERAL HARMONY:

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

The variance process for historic properties through the Historic District Council is a necessity in order to make new construction compatible with the historic character of the Downtown Historic District.

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

APPENDIX A CRITERIA

TAB A

1. PUBLIC INTEREST:

A variance would not be contrary to the public interest, safety, or welfare.

Granting the variance is NOT contrary to the public interest, safety and welfare.

2. SPECIAL CONDITIONS:

Special conditions and circumstances exist, because of the historic setting, location, nature, or character of the land, structure, appurtenance, sign, or building involved, which are not applicable to other lands, structures, appurtenances, signs, or buildings in the same zoning district, which have not been designated as historic sites or a historic district nor listed on the Local Register of Historic Places.

Special conditions exist for this project as site is located in Downtown Historic District. Proposed front yard setback reduction will make new construction more compatible with historic context.

3. LITERAL INTERPRETATION:

Literal interpretation of the provisions of existing ordinances would alter the historic character of the historic district, or historic site to such an extent that it would not be feasible to preserve the historic character, of the historic district or historic site.

Literal interpretation of the provision of the LDC's contemporary building setbacks prevents any new construction or relocation of historic buildings from complying with historic context ie, relationship of buildings to the street and to property lines.

4. MINIMUM VARIANCE:

The variance requested is the minimum necessary to preserve the historic character of a historic site or of a historic district.

Variance requested is the minimum required to make relocation project viable.

5. ALTERATION:

In the case of the alteration of an existing building, the proposed design would incorporate materials, details, or other elements not permitted by the Land Development Code but which can be documented by photographs, architectural or archaeological research or other suitable evidence to have been used on other buildings of a similar vintage and style in the Historic District in which the building is located, provided that the project will not destroy significant architectural features on the building.

Not Applicable

6. NEW CONSTRUCTION:

In the case of new construction, the proposed design incorporates materials, details, setbacks, massing or other elements that are not permitted by the Land Development Code but which would enhance the quality of the design for the new building or structure, provided that said new building or structure otherwise complies with the criteria for new construction in the Historic District in which the building or structure is proposed to be located and provided further that it would also have a beneficial effect on the historic character of the visually related area.

New construction required front yard setback variance in order for building to be compatible with historic building setbacks along Broom Street.

TAB B -- ADAPTIVE RE-USE

1. PUBLIC INTEREST:

A variance would not be contrary to the public interest, safety, or welfare.

Not Applicable.

2. HISTORIC CHARACTER:

The variance would not significantly diminish the historic character of the Historic District or Site.

The variance WOULD NOT significantly diminish the historic character of the Downtown Historic District.

3. MINIMUM VARIANCE:

That the variance requested is the minimum necessary to effect the adaptive reuse of an existing structure or site.

Variance requested is the minimum required to make relocation project viable.

4. PROPOSED DESIGN:

The proposed design would incorporate materials, details, or other elements not permitted by the Land Development Code but which can be documented by photographs, architectural or archaeological research or other suitable evidence to have been used on other buildings of a similar vintage and style in the Historic District in which the building is located, provided that the project will not destroy significant architectural features on the building.

Not Applicable.



**OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION**

I /WE St. Michael Catholic Church

(print name of property owner(s))

hereby authorize: Jose Miranda, Architect

(print name of agent)

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

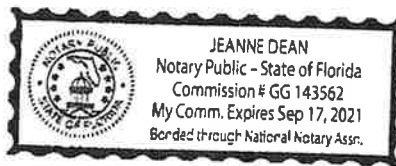
Jose Kallukalam
(Signature of owner)

(Signature of owner)

Rev. Father Jose Kallukalam
(Print name of owner)

(Print name of owner)

STATE OF FLORIDA }
COUNTY OF NASSAU } ss



Subscribed and sworn to before me this 13 day of March, 2018.

Jeanne Dean
Notary Public: Signature

JEANNE DEAN
Printed Name My Commission Expires

Personally Known ☒ OR Produced Identification ☐ ID Produced: ☐

NASSAU

A. Michael Hickox, CFA, Cert. Res. RD1941
Nassau County Property Appraiser

Property Search Sales Search Nassau Home

OWNER NAME	DIOCESE OF ST AUGUSTINE	PARCEL NUMBER	00-00-31-1800-0032-0010
MAILING ADDRESS	C/O CATHOLIC CENTER 11625 OLD ST AUGUSTINE RD	TAX DISTRICT	FERNANDINA BEACH (DISTRICT 2)
		MILLAGE	20.2467
		PROPERTY USAGE	CHURCHES
	JACKSONVILLE, FL 32258	DEED ACRES	0
LOCATION ADDRESS	505 BROOME ST	HOMESTEAD	N
	FERNANDINA BEACH 32034	PARCEL MAP RECORD	MAP THIS PARCEL
SHORT LEGAL	BLOCK 32 LOTS 1 2 & 16 IN OR 209 PG 287 CITY OF FDNA BEACH	TAX COLLECTOR SEARCH	NASSAU TAX COLLECTOR LINK
		PROPERTY RECORD CARD	LINK TO PROPERTY RECORD CARD (PDF)

2017 Certified Values

JUST VALUE OF LAND	\$221,375
LAND VALUE AGRICULTURAL	\$0
TOTAL BUILDING VALUE	\$88,274
TOTAL MISC VALUE	\$29,439
JUST OR CLASSIFIED TOTAL VALUE	\$339,088
ASSESSED VALUE	\$299,444
EXEMPT VALUE	\$299,444
TAXABLE VALUE	\$0

Land Information

LAND USE	LAND UNITS	LAND UNIT TYPE	SEC-TWN-RNG
CHURCH 007100	100	FF	21-3N-28

Building Information

TYPE	TOTAL AREA	HEATED AREA	BED ROOMS	BATHS	PRIMARY EXTERIOR	SECONDARY EXTERIOR	HEATING	COOLING	ACTUAL YEAR BUILT	BUILDING SKETCH
OFFICE LOW	2,735	1,886	2	2	ABOVE AVG.	COMMON BRK	AIR DUCTED	FORCED AIR	1973	SHOW SKETCH

Miscellaneous Information

DESCRIPTION	DIMENSIONS L x W	UNITS	YEAR BUILT
CONCRETE B	0 X 0	805	1973
CONCRETE B	58 X 4	232	1993
CONCRETE A	0 X 0	24	1993
A/C UNIT	0 X 0	1	1998
CONCRETE A	33 X 4	132	2005

Sales Information

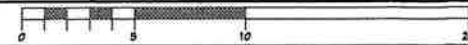
SALE DATE	BOOK / PAGE	BOOK / PAGE	PRICE	INSTRUMENT	QUALIFICATION	IMPROVED? (AT TIME OF SALE)	GRANTOR	GRANTEE
01/01/1975	209/287	209/287	46500	WD	Q	Y		
01/01/1972	121/588	121/588	4000	WD	Q	N		

BROOME STREET

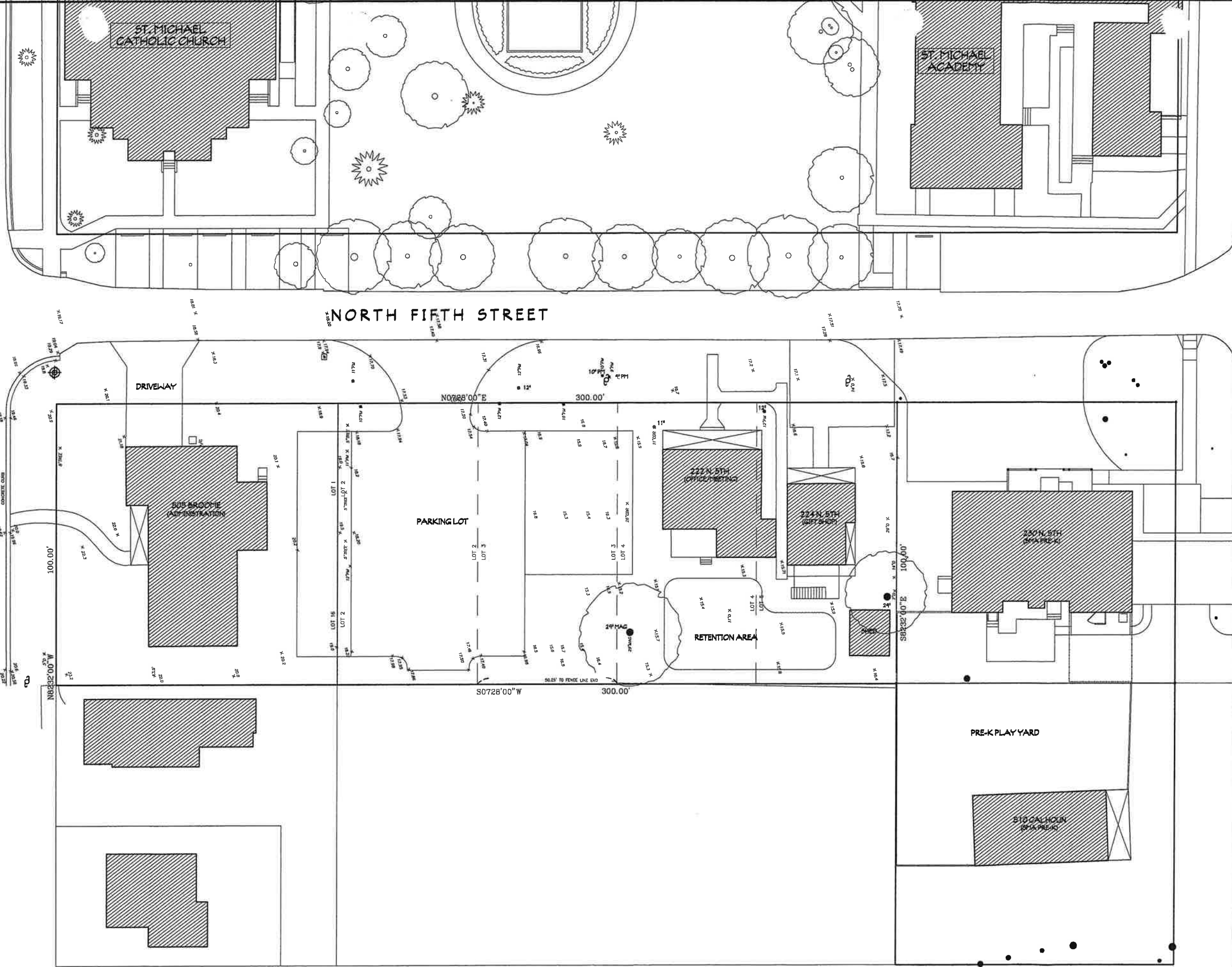
NORTH FIFTH STREET

CALHOUN STREET

EXISTING CONDITIONS SITE PLAN



1/16" = 1'-0"



ST. MICHAEL
CATHOLIC CHURCH

ST. MICHAEL
ACADEMY

505 BROOME
(ADMINISTRATION)

222 N. 5TH
(OFFICE/RETEN.)

224 N. 5TH
(OFFICE/RETEN.)

230 N. 5TH
(OFFICE/RETEN.)

510 CALHOUN
(OFFICE/RETEN.)

PRE-K PLAY YARD

PARKING LOT

RETENTION AREA

DRIVEWAY

This drawing and the design thereon are the property of the firm of J. L. Miranda, Jr., P.E., and shall remain the property of the firm. No part of this drawing shall be reproduced or used in whole or in part without the written consent of the firm. The firm assumes no responsibility for any errors or omissions in this drawing or for any consequences resulting therefrom.

5102 NORTH STREET EXISTING SITE PLAN	PROJECT # 5170522	DRAWN BY - JLM	CHKD BY - JLM	DATE - 03-14-18
---	-------------------	----------------	---------------	-----------------

MIRANDA ARCHITECTS
309 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
TEL: 904.264.4966
FAX: 904.264.4966

MIRANDA
ARCHITECTS

PROPOSED DESIGN FOR
**ST. MICHAEL CATHOLIC CHURCH
PARISH OFFICE BUILDING**
505 BROOME STREET
FERNANDINA BEACH, FL 32304

EXISTING CONDITION SITE PLAN	
REVISIONS	DATE

AB 1

BROOME STREET

NORTH FIFTH STREET

CALHOUN STREET

ST. MICHAEL
CATHOLIC CHURCH

ST. MICHAEL
ACADEMY

PARISH OFFICE BUILDING
1-STORY, 6,280 SF

VALET PARKING LOT
43 SPACES

222 N. 5TH ST.
relocated

230 N. 5TH ST.
(PRE-K)

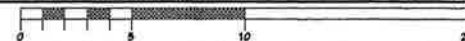
PRE-K PLAY YARD

510 CALHOUN ST.
(PRE-K)

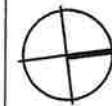
515 BROOME ST.
(1-STORY RESIDENCE)

511 BROOME ST.
(2-STORY RESIDENCE)

PRELIMINARY SITE PLAN



1/16"=1'-0"



This drawing and the design ideas and concepts it represents are the property of the Architect. It is to be used only for the project and site shown on this drawing. It is not to be used for any other project and is to be returned to the Architect upon request.

CONCEPTUAL SITE PLAN	ST. MICHAEL CATHOLIC CHURCH
REVISIONS	PROJECT #5170932
DATE	DRAWN BY - JLM
	CHKD BY - JLM
	DATE - 03-05-16



MIRANDA
ARCHITECTS
308 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
904.261.4586 TEL
FL REG. NO. 14100000

PROPOSED DESIGN FOR
ST. MICHAEL CATHOLIC CHURCH
PARISH OFFICE BUILDING
505 BROOME STREET
FERNANDINA BEACH, FL 32304

CONCEPTUAL SITE PLAN	DATE
REVISIONS	



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2018-23
MAY 24, 2018

Owner/Applicant:	Wickless Construction, agent for Reha London				
Property Address:	416 S. 7 th Street				
Requested action:	Certificate of Approval (COA) to remove two windows on front elevation and change opening to accommodate a door and sidelight; replace one additional window.				
Current zoning:	R-2				
FLUM land use category:	Medium-Density Residential				
Existing uses on the site:	Single Family Residential				
FL Master Site File #	NA00481				
Year Built:	1926 (FLMSF)				
Contributing Status:	Contributing				
Adjacent Properties:	North	S.F. Residential	R-2	c.1920	
	South	S.F. Residential	R-2	c.1947	
	East	Commercial	MU-8	c.2003	
	West	S.F. Residential	R-2	c.1946	

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



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

Applicant is proposing to alter two window openings on the front elevation to accommodate a door w/ sidelite and replacing an existing window on the side elevation.

APPLICABLE GUIDELINES:

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

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

8.00.01 Intent

It is declared as a matter of public policy that protection, enhancement, perpetuation and use of sites of aesthetic, archaeological, architectural, cultural, historical and paleontological merit or value is in the interests of the health, prosperity, safety and welfare of the people of Fernandina Beach. The City Commission finds that the irreplaceable loss of these resources to the community would detrimentally affect the community as a whole. It is therefore the intent of this chapter to:

- A. Effect and accomplish the protection, enhancement and perpetuation of buildings, structures, improvements, sites, districts, landscape features, and archaeological and paleontological resources that represent distinctive elements of the City's architectural, cultural, economic, natural, political, prehistoric, religious, scientific, and social history;
- B. Safeguard the City's architectural, cultural, economic, natural, political, prehistoric, religious, scientific and social heritage, as embodied and reflected in such structures, sites, and districts;
- C. Foster awareness and pride in the accomplishments and events of the City's past;
- D. Protect and enhance the City's attraction to residents, tourists, and visitors, and serve as an economic stimulus to business and industry;
- E. Stabilize and improve property values and encourage compatible redevelopment;
- F. Enhance the visual and aesthetic character of the City; and
- G. Promote the use of individual structures, sites, and districts for the education, leisure, and welfare of the people of Fernandina Beach.

8.00.03 Relationship to Comprehensive Plan

The following standards implement Goal 11: Historic Preservation Element of the Fernandina Beach Comprehensive Plan to identify, preserve, and protect historic and cultural resources within the City.

8.01.01.01 Standards for Development in the Historic District Overlays

- A. The review of proposed development within the Historic District Overlays shall be based upon the latest edition of Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings from the U.S. Secretary of Interior.
- B. The review of proposed development within the Historic District Overlay shall also be based upon compliance with the Downtown Historic District Guidelines, dated December 1999, as amended from time to time. The review of proposed development within Old Town shall be based upon compliance with the Old Town Preservation and Development Guidelines, dated June 1999, as amended from time to time.

8.02.02 Historic District Council Roles and Responsibilities

The HDC shall have the duty and responsibility to:

- C. Review and approve or deny applications for a certificate of Approval for construction, alteration, demolition, or removal of historic landmarks, historic sites, archaeological sites, properties in historic districts, or properties in the CRA Overlay.

DOWNTOWN HISTORIC DISTRICT GUIDELINES

WINDOWS (pg. 92)

Windows are functional and aesthetic, helping to convey a building's particular style. Windows allow light into the interior of a building, provide ventilation, and allow a visual connection to the outside. Their spacing divides a

building into distinct sections, or bays, which defines the elevation. There are numerous types and sizes of windows in addition to a variety of designs of sills, lintels, decorative caps, and shutters. Preserving windows and their components helps uphold the architectural integrity of the district as a whole.

1. Preserve historic windows.
2. Patch, paint, putty, and weather strip historic windows as needed in order to restore them to their original conditions. See guidelines for wood for more detailed repair information.
3. If damage to a historic window is beyond repair, replace it entirely. However, when possible, replace only damaged components and retain as much historic material as possible. To test for condition, stick an ice pick into the sill or bottom rail of the frame; if it penetrates more than half an inch into the wood, the frame may require replacement.
4. If the majority of windows are beyond reasonable repair, wood windows should be replaced with wood windows to match the original.
5. To boost energy conservation, opt for the installation of storm windows over replacement of historic windows.

ANALYSIS:

PROPOSED MATERIALS		
	Type/Material/Brand	Color
Exterior Fabric		
Doors	ThermaTrue entry door w/sidelite, ½ lite SDL, 2 panel	White
Windows	PGT aluminum w/divided lite	White



STAFF RECOMMENDATION:

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

Staff recommends:

APPROVAL of HDC 2018-23

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2018-23 **with or without** conditions;

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

That HDC case 2018-23, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Guidelines to warrant approval at this time.

LIST OF EXHIBITS:

EXHIBIT 2 HDC 2018-23 Application and Backup Materials

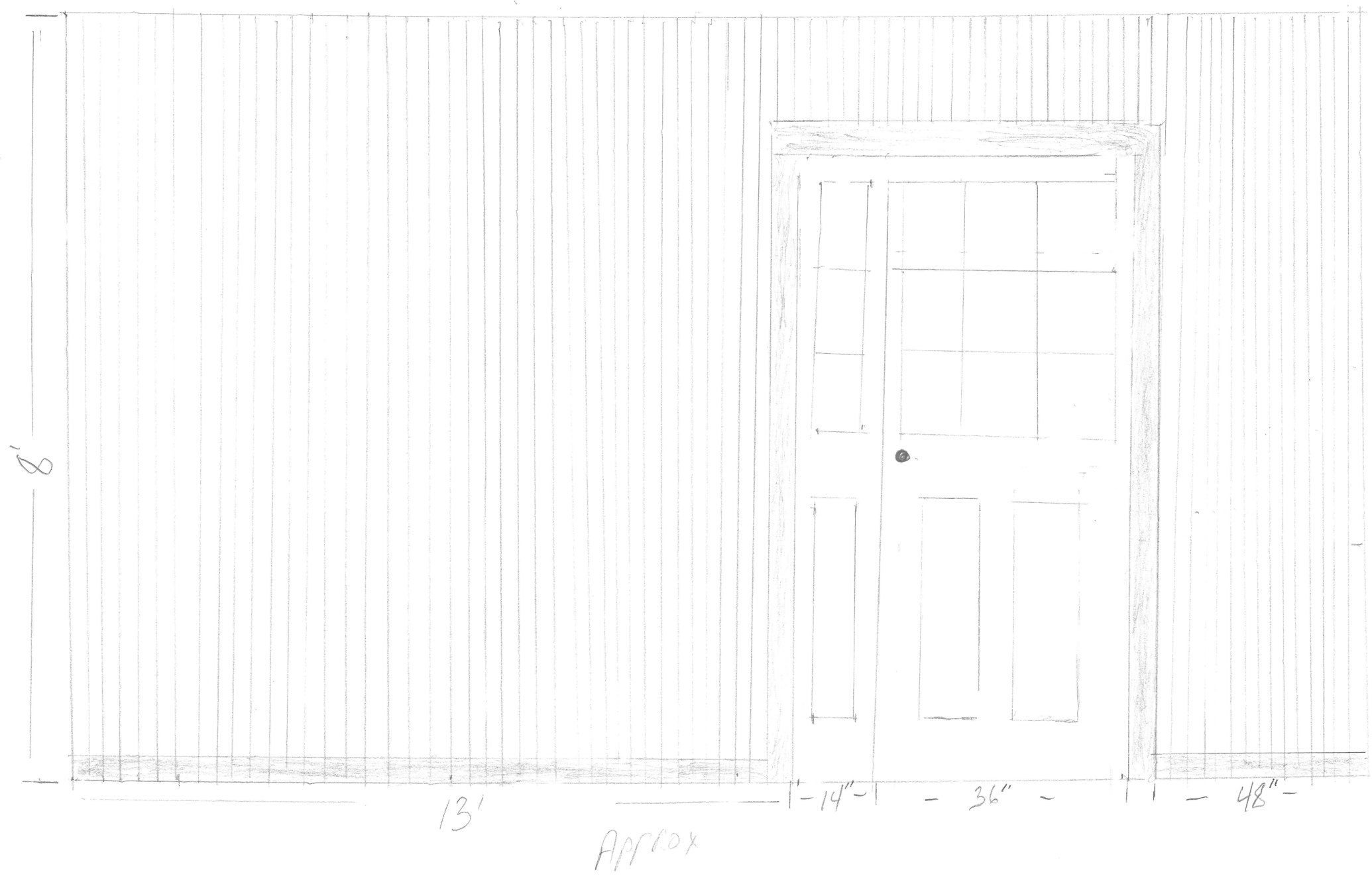
Respectfully Submitted,



Salvatore J. Cumella
Historic Preservation Planner

REHA LONDON 416 7th Street South

APR 30 PM 3:20



BEAD BOARD











CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: Staff Report

REQUESTED ACTION:

SYNOPSIS:

FISCAL IMPACT:

CITY ATTORNEY COMMENTS:

CITY MANAGER RECOMMENDATION(S):

Salvatore Cumella, Planner II

Date: May 03, 2018

Submitted By: Samantha Rogic, Staff Assistant

COMMISSION ACTION:

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: Staff Report

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Salvatore Cumella, Planner II

Date: May 03, 2018

Submitted By: Samantha Rogic, Staff Assistant

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: LDC Text Amendment

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Kelly N. Gibson, AICP

Date: May 04, 2018

Submitted By: Kelly Gibson, AICP, Planning Manager

From: noreply@civicplus.com [<mailto:noreply@civicplus.com>]
Sent: Wednesday, April 18, 2018 4:32 PM
To: Caroline Best; Kim Briley
Subject: Online Form Submittal: Advisory Board/Committee Application

Advisory Board/Committee Application

This application is intended to provide information that will enable the City Commission to select the most qualified Board/Committee members. Please complete all applicable sections and return the form along with your current résumé to the City Clerk’s Office.

City of Fernandina Beach
City Clerk’s Office
204 Ash Street
Fernandina Beach, FL 32034
(904) 310-3115

Name	Jose Miranda
Home Mailing Street Address	109 South 16th Street
City	Fernandina Beach
Zip Code	32034
Primary Phone	904-753-3099
Secondary Phone	904-261-4586

Please note that board materials are distributed electronically.

Email to receive board materials	jmiranda@mirandaarchitects.com
Employer	Miranda Architects
Position Title	President and Principal Architect
Business Address	309 1/2 Centre Street, Suite 206
City	Fernandina Beach
Zip	32034
Select the board you are applying for:	Historic District Council
Additional board that you are applying for:	None

Why are you interested in serving on this Board? Please explain.	I am a past member and chairman of the HDC and as local preservation architect an interested in serving the City once again on this important advisory board.
Eligibility	
Are you a resident of the City?	Yes
Length of time:	26 years
Do you hold a public office?	No
Office name:	Field not completed.
Are you employed by the City?	No
Position:	Field not completed.
Are you currently serving on a Board?	No
Board Name:	Field not completed.
Potential Conflict of Interest:	
Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Fernandina Beach?	Yes
If yes, please provide details:	My firm provides architectural services and our past clients include the City of Fernandina Beach.
Major Affiliations:	
List community, professional, or other applicable policy-making Boards on which you have served. Note the length of service and office held (if any):	• Registered Architect in State of Florida since 1994, Fl. Reg. # AR14887 • Board Member, Amelia Island – Fernandina Restoration Foundation, 2009 – present • Board Member, Fernandina Beach Main Street Program, 2017 – present • Past Member and Former Chairman, City of Fernandina Beach Historic District Council, 2011 – 2016 • Past Member, State Historical Marker Council, Florida Department of State, Division of Historical Resources, 2012 – 2016 • Past Member and Former Chairman, Code Enforcement and Appeals Board, City of Fernandina Beach, 2006 – 2011 • Past Member, Florida Historical Commission, Florida Department of State, Division of Historical Resources, Bureau of Historic Preservation, 2007 – 2010 • Past Member, City of Fernandina Beach Historic District Council, 1994 – 1997
Qualifications:	
Please list any specific qualifications, education or experience that would	Master of Architecture with Specialization in Historic Preservation, University of Florida, 1988 • Thomas Jefferson Memorial Scholarship, Colonial Williamsburg Internship •

directly relate to the Board for which you are being recommended:

Charles H. Peterson Prize, 3rd place co-recipient Historic American Building Survey, Don Josef Tovar House, St. Augustine, Florida • Master’s Thesis: “Compatible Design in Historic Districts -- A Case Study in Ybor City” Bachelor of Design in Architecture, University of Florida, 1986 Historic Tampa/Hillsborough County Preservation Board,Tampa, FL, Historic Preservationist, August 1989 - May 1990 Historic Tampa/Hillsborough County Preservation Board, Tampa, FL, Historic Sites Specialist, June 1988 - July 1989

Organization or Commissioner sponsoring nomination (if applicable):

Field not completed.

Educational Background: (Check all that apply)

High School, BS/A, MS/A

Other:

Field not completed.

Major areas of study:

Architecture, Historic Preservation

Florida’s Public Records Law, Chapter 119, Florida Statutes, states:

“It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person.” Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes

I understand that if I am appointed to one of the City’s boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Commission when vacancies occur and are effective for two years from date of completion.

Do you understand the duties and responsibilities of the Board/Committee that you are applying for?

Yes

By submitting this form, I declare the foregoing facts to be true, correct, and complete.

Date

4/18/2018

Applicant’s Signature

Jose L Miranda Jr

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

From: noreply@civicplus.com [<mailto:noreply@civicplus.com>]
Sent: Wednesday, January 24, 2018 6:41 PM
To: Caroline Best; Kim Briley
Subject: Online Form Submittal: Advisory Board/Committee Application

Advisory Board/Committee Application

This application is intended to provide information that will enable the City Commission to select the most qualified Board/Committee members. Please complete all applicable sections and return the form along with your current résumé to the City Clerk’s Office.

City of Fernandina Beach City Clerk’s Office 204 Ash Street Fernandina Beach, FL 32034 (904) 310-3115	
Name	Enrique P (Ricky) Escalante
Home Mailing Street Address	804 Atlantic Ave
City	Fernandina Beach
Zip Code	32034
Primary Phone	9042774300
Secondary Phone	361 222 4631
Please note that board materials are distributed electronically.	
Email to receive board materials	epescalante18@yahoo.com
Employer	Hoyt House Bed & Breakfast
Position Title	Owner
Business Address	804 Atlantic Avenue
City	Fernandina Beach
Zip	32034
Select the board you are applying for:	Historic District Council
Additional board that you are applying for:	Board of Adjustment
Why are you interested in serving on this Board? Please explain.	Am relatively new to the area and would like to get involved. Feel I have capabilities that can benefit the city and would like to contribute my time towards continuous improvement for FB.
Eligibility	
Are you a resident of the City?	Yes
Length of time:	16 mos
Do you hold a public office?	No
Office name:	N/A
Are you employed by the City?	No
Position:	N/A
Are you currently serving	No

on a Board?

Board Name:

N/A

Potential Conflict of Interest:

Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Fernandina Beach?

No

If yes, please provide details:

N/A

Major Affiliations:

List community, professional, or other applicable policy-making Boards on which you have served. Note the length of service and office held (if any):

Board of Adjustment, City of Lewisville, TX, Planning and Zoning Commission, City of Lewisville, TX, Candidate for City Council, City of Lewisville, TX,

Qualifications:

Please list any specific qualifications, education or experience that would directly relate to the Board for which you are being recommended:

BS Construction Engineering - Louisiana State University; VP & GM and Pres & CEO Gulf Marine Fabricators, Ingleside, TX; General Manager, McDermott Fabricators, Batam Island, Indonesia; Business Owner; Homebuilder in late 80's.

Organization or Commissioner sponsoring nomination (if applicable):

N/A

Educational Background: (Check all that apply)

BS/A

Other:

N/A

Major areas of study:

Engineering

Florida’s Public Records Law, Chapter 119, Florida Statutes, states:

“It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person.” Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes

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effective for two years from date of completion.

Do you understand the duties and responsibilities of the Board/Committee that you are applying for?	Field not completed.
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By submitting this form, I declare the foregoing facts to be true, correct, and complete.

Date	18January2018
Applicant’s Signature	Enrique P Escalante (Ricky)

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