AGENDA
TECHNICAL REVIEW COMMITTEE
REGULAR MEETING
JUNE 28, 2018
9:00 AM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

3.1 Review and Approval of April 26, 2018 Meeting Minutes.

4. DISCUSSION ITEMS

4.1 Townies Pizza - pre-application meeting

4.2 2022 1st Avenue - change of use

4.3 22 S. 8th Street - change of use

5. DEVELOPMENT INQUIRIES FROM APPLICANTS NOT ON THE AGENDA - DISCUSSION ONLY, NO ACTION TO BE TAKEN.

6. COMMITTEE BUSINESS

7. ADJOURNMENT

NEXT REGULAR TRC MEETING IS SCHEDULED FOR JULY 12, 2018

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1. **CALL TO ORDER**
   Member Platt called the meeting to order at 9:02 a.m.

2. **ROLL CALL**
   Members Present:

Jacob Platt	
Kelly Gibson	Sal Cumella
Jason Higginbotham	Andre Desilet
Michelle Forstrom	Don Kukla
Rex Lester	John Mandrick

There were no minutes presented for approval.

3. **DISCUSSION ITEMS**

3.1 DUNEWOOD PLACE RIGHT OF WAY

Member Platt introduced the item. He stated that the southernmost plot is in for permitting and this discussion is intended to get the group on the same page.
Noting the two parcels left to be developed, John Mandrick, Utilities Director, suggested that no permits should be issued until the road is upgraded.
Kelly Gibson, Planning Manager, gave a brief history of the situation. Group discussion ensued at length. Topics of discussion included the tree canopy, the need for a full road analysis, the existing T-turn around vs. the originally proposed cul-de-sac, and the issue of County ownership.
To the point of County ownership, Ms. Gibson stated that they are currently working on an inter local agreement with the County which would address the concern of properties developing in the County, and then annexing into the City, before the required road improvements are made.
The Applicant joined the group and stated that the property is supposed to connect to the City right of way. He described the owners large driveway, and the massive house built on the nearby driveway, and explained that they hope to avoid taking out a lot of trees.
Group discussion commenced.
Jason Higginbotham, Fire Marshall, described the emergency access requirements. Jacob Platt, City Planner, stated that the current survey and site plan does not provide enough detail. A site visit will be necessary, as well as additional documentation and information provided by the applicant.

OLD BUSINESS

4.1 HOLY TRINITY SCHOOL- REVIEW RESUBMITTAL

Member Platt introduced the item and welcomed the Applicant for response to comments from the previous meeting. The Applicant joined the group and described all the changes made to satisfy public concerns. Kelly Gibson, Planning Manager, stated that she prefers retention of native material. The applicant clarified that they are only clearing what is needed and will provide a detailed vegetation plan. Ms. Gibson requested that she or Mr. Platt be present at the clearing walk through. The group advised the applicant on several issues. Several members inquired on the connectivity of the proposed walkways. The applicant responded by describing the controversy regarding the sidewalk on School Street. Rex Lester, Streets Director, raised concern with the drainage outfall under Citrona. Mr. Mandrick stated that it was established during a previous commission meeting that the responsibility lies with the County.

The group discussion continued. Issues discussed included vehicle stacking, landscaping, lighting, fencing, and security.

Mr. Platt explained that comments generated from the meeting would be distributed for second review of the TRC and forwarded to the Applicant.

4. DEVELOPMENT INQUIRIES FROM APPLICANTS NOT ON THE AGENDA – DISCUSSION ONLY, NO ACTION TO BE TAKEN.

There were no development inquiries.

5. COMMITTEE BUSINESS

There was no committee business.

6. ADJOURNMENT

The meeting was adjourned at 10:35 a.m.

7. NEXT REGULAR TRC MEETING IS SCHEDULED FOR MAY 10, 2018

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Approved by Jacob Platt