AGENDA
BOARD OF ADJUSTMENT
SPECIAL MEETING
NOVEMBER 5, 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. OLD BUSINESS

3. NEW BUSINESS

3.1 **BOA 2018-13: RON CONTE, APPEAL OF AN ADMINISTRATIVE DECISION, SITE PLAN APPROVAL OF THE HOLY TRINITY ANGLICAN CHURCH SCHOOL.** *Synopsis: Mr. Conte requests an appeal of the Technical Review Committee's approval of a Site Plan for the Holy Trinity Anglican Church School.*

4. BOARD BUSINESS

5. STAFF REPORT

6. PUBLIC COMMENT

7. ADJOURNMENT

NEXT BOA REGULAR MEETING IS SCHEDULED FOR NOVEMBER 28, 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 (904) 310-3115 or through the Florida Relay Services at 711 at least 24 hours in advance to request such accommodations.

All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the Planning Department (904) 310-3135.

OFFICE USE ONLY

REC'D: 7/12/18 BY: 8

PAYMENT: $ 450- TYPE: CK 3812

APPLICATION #: 2018-00 1122

CASE #:

BOARD MEETING DATE:

APPLICATION FOR ADMINISTRATIVE APPEAL

APPLICANT INFORMATION

Owner Name: Ronald Conte

Mailing Address: 1797 School Street, Fernandina Beach, FL 32034

Telephone: 407.353.7581 **Fax:**

Email: rconte@bellsouth.net

Agent Name: Brett Lee Steger, Esq.

Mailing Address: 960185 Gateway Blvd., Ste. 104, Fernandina Beach, FL 32034

Telephone: 904.261.2848 **Fax:** 904.261.4476

Email: bls@neflaw.com

PROPERTY INFORMATION

Street Address: 2018 Hometown Drive, Fernandina Beach, FL 32034

Parcel Identification Number(s): 00-00-31-102P-0000-000

Lot Number: **Block Number:**

Tract O in OR 2093/988 & Common HB 1721 in OR 2120/562, Tract Y

REQUEST INFORMATION

Brief description of request and requested action by the Board of Adjustment (use additional sheets if necessary):

SEE ATTACHED EXHIBIT "A".

SIGNATURE/NOTARY

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

07/12/2018
Date

Signature of Applicant

STATE OF FLORIDA
COUNTY OF NASSAU } ss

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

Jan Greathouse

JAN GREATHOUSE
MY COMMISSION # GG086725
EXPIRES March 26, 2021

Notary Public: Signature Printed Name My Commission Expires

Personally Known X OR Produced Identification _____ ID Produced: _____

OWNER'S AUTHORIZATION FOR AGENT REPRESENTATION

I /WE RONALD J. CONTE
(print name of property owner(s))

hereby authorize: BRETT STEGER
(print name of agent)

to represent me/us in processing an application for: ADMINISTRATIVE APPEAL
(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)

RONALD J. CONTE
(Print name of owner) (Print name of owner)

STATE OF FLORIDA
ss
COUNTY OF NASSAU

Subscribed and sworn to before me this 10th day of July, 2018.

Notary Public: Signature Sandra L. Davis Printed Name My Commission Expires

Personally Known X OR Produced Identification _____ ID Produced: _____

SANDRA L. DAVIS
Notary Public – State of Florida
Commission # GG 152194
My Comm. Expires Nov 22, 2021
Bonded through National Notary Assn.

REQUEST INFORMATION
Brief description of request and requested action by the Board of Adjustment.

Applicant, Ronald Conte, appeals the June 18, 2018 decision of the Technical Review Committee (TRC) approving the site plan submitted in the project of SPR 2017-13 Holy Trinity School, Amelia Park. A copy of the TRC decision that is being appealed is attached to this Application for Administrative Appeal as Exhibit B.

Applicant requests that the Board of Adjustment conduct a hearing in this matter and allow the introduction of evidence and legal argument. Applicant further requests that the Board of Adjustment reverse the TRC decision, thereby denying the site plan previously submitted in the project of SPR 2017-13 Holy Trinity School, Amelia Park.

Applicant will timely supplement this application, no later than 2 weeks before the scheduled hearing in this matter, with a detailed memorandum. Applicant's memorandum will state with specificity the legal authority supporting Applicant's position that the TRC decision was made in error.

EXHIBIT A

CITY OF FERNANDINA BEACH
Community Development Department

Jacob M. Platt
Planner II

June 18, 2018

Asa R. Gillette, P.E.
Gillette & Associates, Inc.
20 South 4th Street
Fernandina Beach, FL 32034

Re: SPR 2017-13 Holy Trinity School, Amelia Park

Based on findings from the Technical Review Committee (TRC) and their review of the plans dated May 24, 2018, the site plan for the above referenced project is hereby approved. This compliance letter serves as your technical review approval.

At this point, your project will move forward under the coordination of the City's Community Development and Utilities Departments for securing necessary site and construction permits.

If you have any further questions, please do not hesitate to contact me at 904.310.3140.

Sincerely,

Jacob M. Platt

CC: File
CDD
Kelly N. Gibson, AICP, Planning Manager

EXHIBIT B

Amelia Park
AMELIA ISLAND, FLORIDA

March 31, 2018

Mr. John M. Cotner, AIA
Cotner & Associates
9 South Third Street
Fernandina Beach, FL 32034

Re: **Holy Trinity Anglican Church (HTAC) proposed Amelia Park school project**

Dear Mr. Cotner:

As applicant for the referenced project, please accept this letter as ARB approval of the submitted architectural design and, to the limits of the authority of the ARB, approval of the associated site plan including parking lot light locations, fence location and detail, two monument sign details and locations at vehicular entrances, and utilities locations consistent with the vote of the ARB at its March 29th meeting. This approval is subject to the following comments and conditions:

- The submission of a landscape plan for ARB review at least 60 days to installation and include plans for refurbishment of buffer areas impacted by utilities and sidewalks as well as sidewalks to the classrooms.
- The need for field verification by the ARB of the general location of the sidewalk and the storm sewer realignment through the School Street buffer, which appear acceptable.
- HTAC providing notification on an annual or periodical basis, if necessary, to utilize Citrona Drive ingress and egress for drop-off and pick-up activities and not use School Street for those purposes.

The ARB has serious concerns as to safety and security, but these concerns are within the purview of the City of Fernandina Beach Technical Review Committee (TRC). Both the maximum student population of 275 as determined by the application of city classroom capacity standards and the intended daily walking of students from the school to the church and back, perhaps multiple times, raise concerns about safety and security of the students (especially while crossing the intersection of Park Street and School Street and with their proximity to a pond or lake while making the walk between the school and the church) as well as liability for Amelia Park as they walk past a lake. HTAC has treated the school and the church, even though they are not contiguous, as one large campus. However, there are streets and homes that separate these entities. Making the school self-contained by having a chapel or a space sanctified to be used as a chapel on the grounds of the school and setting a maximum student enrollment geared to the support functions of vehicular drop-off/pick-up would mitigate these concerns. But HTAC has not been amendable to either of these proposals so it will be the city's determination on safety and security that will determine if these issues are addressed.

By copy of this letter, the ARB requests the TRC consider the issues addressed in the following paragraphs when making its determination regarding approval of this project:

- HTAC currently plans to have the students come to the church every morning that school is in session, between 8 AM and 9 AM, for a prayer service. This will create both a safety issue for the students, a burden on the traffic flow at the intersection of Park/Lake Park/School Streets and an interruption of the quiet enjoyment of the homes along School Street who had previously been told the school on the parcel would be self-contained. The YMCA is located near the intersection of Park and Lake Park and School Street and its primary ingress and egress is on Lake Park via Park Avenue. One of the busiest times for the Y is in the morning before 9AM since many Y users exercise prior to going to work. The student pedestrian flow and the increased vehicular traffic at that time of the morning is sure to be problematic.

- The proposed construction a sidewalk in the city ROW between the school and the intersection adjacent to the church forces the students must walk beside the lake. There is downhill slope to the lake and the lake is in close proximity to the sidewalk so there is a risk of students falling into the lake. HTAC has been unwilling to indemnify the APNA, forcing Amelia Park to accept this unwarranted liability.
- Cotner and Associates has indicated the vehicular drop-off area is designed for 25-30 cars at a time. The current student enrollment in classes held in the church is 45 students and about 20 cars arrive daily to transport these students or about two students per car. HTAC has indicated an initial student enrollment of about 90-100 students, which would equate to about 40-50 cars for drop-off and pick-up. The designed vehicular drop-off area should accommodate this level of vehicles in about 15 minutes. While a maximum student population of 275 could be accommodated in the classrooms, this level of student population would result in about 130+ vehicles and would overwhelm the drop-off area forcing either traffic back-ups on Citrona or the use of the Hometown Street entrance or drop-offs on School Street or some combination of these three and will likely create vehicular traffic safety issues.
- The food service capability of the current buildings and site plan appears unlikely to support a maximum enrollment of 275 even though it may be adequate for the initial enrollment. This will likely result in more pedestrian trips to the church to use the social hall at lunch for food service and create an even larger student safety problem with more students moving between the school and church.

Creation of a sanctified area to keep students on the school grounds and setting a maximum student population to the limiting factor based on a support system of food service or drop-off capability are imminently reasonable solutions to the safety and security issues. Maximum student population may be increased if and when the controlling support system limitations are further assessed and upgraded as needed. Making the school self-contained eliminates the need for students to walk between the church and school. In addition, no break in the western buffer significantly discourages student drop-off on School Street.

The ARB hopes the TRC will fully consider the various safety concerns of this project when making its decision.

Sincerely,

John F. Stumpff
Acting ARB Chairman

Cc: Ms. Kelly Gibson, City of Fernandina Beach Planning Manager
Mr. Paul Guyette, APNA President

City of Fernandina Beach **Tammi E. Bach**

Office of the City Attorney tbach@fbfl.org

MEMORANDUM

TO: Kelly Gibson, Planning Manager

CC: Mayor and City Commissioners
Dale L. Martin, City Manager
Caroline Best, City Clerk

FROM: Tammi E. Bach, City Attorney TEB

DATE: June 15, 2018

RE: Response to Atty. Teresa Prince's June 12, 2108 Letter
Holy Trinity Anglican Church School Site Plan

I have been asked to provide a legal opinion in response to a letter dated June 12, 2018 by Attorney Teresa Prince to her client, the Amelia Park Neighborhood Association ("Association"), regarding the proposed Holy Trinity Anglican Church School site plan ("Project"). The Association asked Ms. Prince to provide her opinion to the City on behalf of the Association.

I have reviewed the Amelia Park PUD including 2002 amendment documents and met with you and Jacob Platt as planning and zoning experts for the City. You and Mr. Platt have factual knowledge of the Project and have worked with the City's Technical Review Committee to review the Project site plan. The Amelia Park PUD with 2002 amendment documents incorporate the Regulating Plan which creates land use zones ("Plan") and specifically, the Civic Building Reservation where the Project is located. The Association's arguments against City staff approval of the Project site plan are: 1) the Amelia Park PUD 2002 amendment clearly provides that the Civic Building Reservation zone requires 25-foot preservation buffers that can be "*penetrated at the entrance drive into the property and cleared to enhance the terminating vista depicted on the Plan*" which means the proposed pedestrian walkway (penetration of buffer) in the southwest corner of the Project site is not permitted; and 2) that School Street is a Thoroughfare defined as a "Drive" and subject to the Amelia Park Thoroughfare standards stating that a sidewalk is permitted on just one side of a "Drive". According to the Association, a sidewalk already exists on the west side of School Street so the proposed sidewalk on the east side of School Street is not permitted under the Amelia Park PUD[1]. I respectfully disagree with both arguments. Penetration of the preservation buffer with a pedestrian walkway in the southwest corner of the Project site and a sidewalk on the east side of School Street are allowable under the Amelia Park PUD.

The penetration of the preservation buffer surrounding the Project site is addressed in the Plan with criteria including that "*the buffer may be penetrated at the entrance drive into the property and cleared to enhance the terminating vista depicted on the Plan*". This criteria for penetrating preservation buffers in the Civic Building Reservation zone is not specific as to whether the buffer may be penetrated by vehicular or

[1] References in this memorandum to the "Amelia Park PUD" mean that the 2002 PUD amendments have been considered and do apply to the Project.

pedestrian "*entrance drive*", or both. City staff interpreted this section of the Plan to be guidance for penetrating the 25-foot preservation buffer but insufficiently clear to prohibit penetration of the buffer by a pedestrian walkway and more than one "*entrance drive*". City staff also relied on Section 4.05.12 of the City's Land Development Code since the Plan is not clear as to how the preservation buffer can be penetrated. The City's Land Development Code does allow for pedestrian walkways to penetrate buffers, although these pedestrian walkways cannot be paved. The proposed Project site plan shows two (2) vehicular drives penetrating the buffer at Hometown Drive and Citrona Drive. There have been no arguments made by the Association that the two (2) proposed vehicular drives violate the criteria of the Civic Building Reservation land use zone. I assume then that the Association believes that there are no specific criteria under the Plan to limit to the number of "*entrance drive(s)*" allowed to penetrate the preservation buffer in the Civic Building Reservation zone.

City staff and the Technical Review Committee ("TRC") have approved a total of three (3) penetrations of the preservation buffer, including two (2) vehicular drives and one (1) pedestrian walkway at the southwest corner of the Project site. The pedestrian walkway penetration of the buffer is located at the southwest corner of the Project to allow for movement of students between the Project site and the Church using the shortest distance and safest route possible for students. Another possibility for penetration of the buffer for a pedestrian walkway could be at the terminating vista near the northwest corner of the Project site because of the allowance in the criteria for the buffer to be "*...cleared to enhance the terminating vista depicted on the Plan*". It is my opinion that these three (3) proposed penetrations of the buffer surrounding the Project site are allowable under the Amelia Park PUD.

The next argument made by the Association is that School Street is a "Drive" and that the proposed sidewalk on the east side of School Street is not permitted under the Thoroughfare standards. Currently, School Street is a one-way street with parking on one side of the street and a sidewalk on the west side adjacent to single family homes. School Street separates single family homes from the Project site which is zoned for a school. The Project site is not a park or a waterfront. The single-family homes on School Street face the Project site which is currently undeveloped but designated in the Plan as a school. I therefore disagree that School Street is a "Drive" limited to placement of a sidewalk on just one side of the street because School Street does not separate "an urbanized and a natural condition". The Thoroughfare standards for "Drive" are not met because School Street is a one-way street. The Plan provides that a "Drive" has traffic flowing two-ways, not just one-way. There are no Thoroughfare standards or descriptions that address one-way traffic flow and parking on one side of the thoroughfare. Therefore, I don't believe that School Street falls into any of the Thoroughfare types in the Plan exactly, and a sidewalk on the east side of School Street is permitted because it is not clearly prohibited by the Plan.

In conclusion, City staff and the TRC have interpreted the Plan in a legally defensible manner and in a manner that provides safe vehicular and pedestrian ingress/egress for the School site. City planners are recognized by the courts in Florida as experts in the field of planning and zoning. Staff interpretations of the Amelia Park PUD and specifically, the issue of penetration of the 25-foot preservation buffer for this Project, are expert opinions. *See* *ABC Real Estate Development, Inc. v. St. Johns County*, 608 So.2d 59 (Fla. 5th DCA 1992); *Battaglia Fruit Co. v. City of Maitland*, 530 So.2d 940 (Fla. 5th DCA 1988).

APPROVED

1. CALL TO ORDER

Member Platt called the meeting to order at 9:03 a.m.

2. ROLL CALL

Members Present:

Jacob Platt	Michelle Forstrom (arrived at 9:26 a.m.)
Jason Higginbotham	Andre Desilet
Don Kukla	John Mandrick
Rex Lester	Juan Brown

3. APPROVAL OF MINUTES

There were no minutes presented for approval.

4. DISCUSSION ITEMS

4.1 BIG OAK TOWNHOMES

Chair Platt introduced the item, and informed those present that this will be treated as a pre application meeting. The applicant provided information and details specific to the proposed project.
Mr. Desilet offered information regarding stormwater requirements and stated that the applicant will be given credit for existing impervious area and will need to provide minimum treatment volume for new impervious area per district requirements.
Mr. Mandrick inquired on egress and dumpster location and enclosure. Mr. Lester advised that it must be moved out of the right of way and onto private property. The group briefly discussed the logistics of roll off containers with on street parking. The applicant stated that he will work on the issue and come up with a practical solution.
The discussion shifted to the large oak tree on site. The applicant indicated that they wish to do what's best for the tree, and will follow an arborist's recommendation to remove all asphalt surrounding the tree. He stated that more information regarding the method of removal will be included in the construction plans.
Other topics discussed included curb cuts and streetscaping. The applicant made it clear that they do not wish to move power underground and assured the City that they will choose appropriate trees that will not interfere with power lines.
Chair Platt advised the applicant to return to the TRC for a full site plan review, adding that since the product changed since conceptual, it must also be heard by the HDC.

4.2 809 S. 8TH STREET – REDBONES DOG BAKERY EXPANSION

Chair Platt introduced the item which he described as an existing retail business which has expanded into the space next door. Previous use of the expansion space was retail. Will be considered a change of use. The applicant joined the group and described the business as a dog bakery with a small bar. Mr. Mandrick stated that he needs total seat count. Mr. Higginbotham directed the applicant to obtain an LBTR—which the group agreed should have been done previously, which would have triggered TRC review. Mr. Lester inquired on ADA parking. The applicant described 2 ADA parking spots shared by the entire complex. Mr. Mandrick suggested combining utility meters if desired which might lower cost. Mr. Kukla discussed the advantage of working with a design professional, indicating that obstacles associated with firewall separation and other issues would likely have been avoided. Mr. Lester reiterated the need for ADA compliancy, advising that 1 ADA space is needed for every 25 regular parking spaces— the applicant stated that they will discuss the issue with the complex owner. Chair Platt advised the applicant that the LBTR will need to be revised to show the wine bar, and directed them to the Building Official since everything is considered after the fact.

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

5.1 PROPERTY ON 528 S. 8TH STREET, Mr. Kavanough

Chair Platt introduced the project which he described as an after the fact expansion into vacant space.

The owner of the building joined the group and described the proposed project and location. Using a diagram, he illustrated the space occupied by the tenant, and the space into which she expanded. He explained that the business is growing and the tenant wishes to convert the existing kitchen into a commercial kitchen.
Ms. Forstrom indicated that permits were pulled in 2011 to install a mop sink and plumbing to a new grease trap. Mr. Mandrick speculated that previous use might have been a take-out restaurant. Discussion ensued on take out vs. restaurant as it relates to code and seat count. Mr. Kukla drew attention to the several issues with the project as it relates to building code. He indicated that the kitchen, separations, and restroom facilities must be corrected and emphasized the importance of working with a design professional.
Mr. Lester inquired on ADA parking.
The owner of the property agreed to temporarily close the kitchen and work with a design professional to resolve issues before returning to the TRC.

DOG AND DONUTS – BILL & HEATHER VERALDI, DOUG & MELISSA GIDEON
The applicants joined the group and described the proposed project and provided information and details specific to the desired location. The most recent prior use was bakery/restaurant. Mr. Mandrick inquired on the size of the grease interceptor. Mr. Kukla drew attention to the open permits on the building, and emphasized the importance of hiring a design professional. He indicated that the building is in the Historic District and has structural brick problems in addition to several other issues that need to be addressed. Mr. Mandrick offered that there is a record of 58 seats for credit. Restroom facilities need to be checked for compliance, as well as the foundation. Mr. Platt reiterated that the intended use is fine, and is zoned C3, so requires no parking. The group discussed trash receptacles, as well as an outdoor walk in freezer which would require approval by the HDC. Ms. Forstrom discussed signage and the associated applications.

MUSIC RETAIL SHOP, WALMART SHOPPING CENTER
The applicant joined the group and described the proposed project as a music retail shop with recording studio in the back, and stated that he is already working with a design professional.
Mr. Kukla advised the applicant to check on power, egress, sound continuation, and ADA compliant restroom facilities.
Chair Platt stated that retail and studio use is fine, and advised the applicant to move forward to permitting. No need to return to the TRC.

1886 S. 14TH STREET, SUITE 5, DON SMITH
The applicant joined the group and gave an overview of the most recent prior use of the location as an occupational therapy/doctor office. He intends to lease Suite 5 to open a child care facility/daycare for infants and toddlers with an outdoor playground environment located on the side of the property. Mr. Kukla inquired on how the children will get access to the playground from the suite, and advised the applicant to work with a design professional. Mr. Mandrick requested calculation estimation on daily use for water and sewer. Mr. Desilet indicated that the playground area needs to be maintained, no new impervious area is to be added, and any trees taken down needs to be considered. Mr. Lester inquired on ADA parking—the applicant stated that there are 2 existing spaces in front of the potential business and two more additional spaces. He will confirm the accuracy of ADA spaces with a design professional. Mr. Lester requested that the professional contact him.
Mr. Higginbotham stated that a monitored fire alarm system is needed, though fire suppression is not, adding that the City follows Fire Prevention Code 6th Edition and an annual inspection with fire will be required.
Chair Platt requested that the location of the playground be included on the plans and stated that there is no need to return to the TRC and advised the applicant to move forward to permitting.

6. OLD BUSINESS

6.1 SPR 2017-13 HOLY TRINITY SCHOOL
Chair Platt introduced the item and confirmed that he previously sent out the most recent revision to the site plan for committee review. The applicant stated that the changes were a result of Mr. Lester's comments on the crosswalk. Mr. Lester observed the following: that the stop sign is not laid out with the cross walk and it needs to be indicated, ADA symbol is not required and can be removed, and he would prefer the bulkhead

be built out of fiberglass sheet in lieu of wood. The group discussed water mains and meters, and suggested a 2inch tap to avoid having to replace it later. Mr. Mandrick inquired on County approval for the drive way permit on Citrona. The applicant made note of committee corrections and suggestions.
Chair Platt advised the applicant to make the necessary corrections to the site plan and redistribute for committee review before returning to the TRC for sign off.

7. COMMITTEE BUSINESS

There was no committee business.

8. ADJOURNMENT

The meeting was adjourned at 11:40 a.m.

on behalf of JP

Approved by Jacob Platt

STIPULATION OF LIMITATION TO THE STAY IMPOSED BY
SECTION 11.07.03 OF THE FERNANDINA BEACH LAND DEVELOPMENT CODE

WHEREAS, Holy Trinity Anglican Church ("Holy Trinity") owns the parcel of land located at 2018 Hometown Drive, Fernandina Beach, Florida 32034 (the "Property") and is in the process of performing site work and constructing a school (together, the site work and school construction are known herein as the "Improvements") on the Property; and

WHEREAS, Holy Trinity originally submitted a proposed site plan to construct the Improvements under SPR 2017-13 (the "Site Plan"), to the City of Fernandina Beach Technical Review Committee (the "TRC") on August 24, 2017 as a pre-application discussion, and

WHEREAS, On June 14, 2018, the TRC approved a Site Plan which implemented certain revisions (the "Approved Plan"); and

WHEREAS, on July 12, 2018, Ronald Conte filed an application for administrative appeal of the TRC's approval of the Approved Plan; and

WHEREAS, section 11.07.03 of the Fernandina Beach Land Development Code stays all work on the premises, including the Improvements, and all proceedings in furtherance of the action Mr. Conte appeals; and

WHEREAS, the parties desire that Holy Trinity be allowed to continue work on the subject parcel, with the exception of any work performed on the specific location within the site which is the basis of the appeal,

IT IS HEREBY STIPULATED BY THE PARTIES:

A) The provisions of the stay contained in section 11.07.03 of the Fernandina Beach Land Development Code shall remain in full force and effect with regard to any action taken within the preservation buffer, as defined by the Amelia Park Code, along School Street, to-wit, the westerly 25' of the Property adjoining School Street,

B) The provisions of the stay contained in section 11.07.03 of the Fernandina Beach Land Development Code are hereby lifted to allow Holy Trinity to perform work, including the Improvements, on the remaining portions of the Property not excluded in Paragraph A, above.

SO STIPULATED BY THE PARTIES this 27 day of July, 2018.

BRETT E. STEGER
Attorney for Ronald Conte

JON C. LASSERRE
Attorney for Holy Trinity Anglican Church

TAMMI E. BACH
Attorney for City of Fernandina Beach

CLYDE W. DAVIS
MICHAEL L. BROUSSARD
BRETT L. STEGER *
LEIGH G. MOONEY +

* LICENSED IN FL & GA
+ LICENSED IN FL, SC & AL

» RESPOND TO BRETT STEGER
AT THE AMELIA ISLAND OFFICE

DAVIS, BROUSSARD & STEGER, PLLC

ATTORNEYS AT LAW

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September 28, 2018

Re: Appellant: Ronald Conte
Subject Property: 2018 Hometown Drive, Fernandina Beach, Florida 32034
Project Number: SPR 2017-13 Holy Trinity School, Amelia Park
TRC Approval Date: June 18, 2018

STATEMENT OF APPEAL

The instant appeal involves a previously undeveloped tract of land consisting of approximately 4.7 acres which is located at 2018 Hometown Drive in Fernandina Beach, Florida. This property is owned by the Holy Trinity Anglican Church and is located within the Amelia Park neighborhood. Ronald Conte, Appellant, is an adjacent landowner residing within the Amelia Park neighborhood.

As part of its development of the parcel, Holy Trinity Anglican Church submitted site plans to the City for approval of a project consisting of the construction of a school. For purposes of reference, the subject parcel is bordered to the North by Hometown Drive, East by Citrona Drive, South by Park Avenue, and West by School Street.

On June 18, 2018, the City of Fernandina Beach Technical Review Committee (TRC) approved the site plan submitted in project number SPR 2017-13 Holy Trinity School, Amelia Park. On July 12, 2018, Ronald Conte timely filed an Application for Administrative Appeal with the City of Fernandina Beach.

The approved site plan provides for two (2) points of vehicular ingress and egress, one (1) located on Citrona Drive and one (1) located on Hometown Drive. Further, the approved site plan provides for a pedestrian access located on the Southwest corner of the subject parcel, as well as a sidewalk. The pedestrian access on the Southwest corner of the parcel would consist of a sidewalk which penetrates a "preservation buffer" of the parcel and connects to a sidewalk along School Street.

Additionally, the approved site plan calls for the construction of a sidewalk which exits the subject parcel on the North side of the lot, continues West along Hometown Drive, and then continues South on School Street. The requirement of this additional sidewalk would result in the existence of two (2) sidewalks on both Hometown Drive and School Street. Currently, sidewalks already exist on the Northern side of Hometown Drive and on the Western side of School Street.

The subject property, 2018 Hometown Drive, Fernandina Beach, Florida, is located within the Amelia Park neighborhood. Amelia Park is governed by the Amelia Park Code (APC), which was adopted by the City of Fernandina Beach in conjunction with the adoption of the Amelia Park Planned Unit Development. As a general matter, the APC governs the development of both Appellant's property and the subject parcel which are both located within Amelia Park.

A Planned Unit Development (PUD), such as the one in Amelia Park, represents a specific overall development plan that all property owners within it are entitled to rely upon. Additionally, the APC, which is a part of the Amelia Park PUD, is a covenant running with the land that all property owners are also entitled to rely upon. Both the Amelia Park PUD and the APC may be amended if proper procedures are followed. Amendments to either the PUD or the APC require both notice to property owners and an opportunity to be heard in order to ensure procedural due process.

The APC requires that the subject parcel maintain a "preservation buffer" on all property boundaries. The purpose of the preservation buffer is to buffer adjacent land usage such as is present in the instant case. The APC provides that this preservation buffer includes "25 foot preservation buffers and building setbacks on all property boundaries." The preservation buffer may be penetrated in certain limited situations. The APC allows for penetration of the buffer "at the entrance drive into the property" and allows for clearance to "enhance the terminating vista depicted on the plan."

The site plan approved by the TRC in this matter is in direct violation of the APC because the pedestrian access approved on the Southwest corner of the subject parcel penetrates the preservation buffer that is specifically protected. The approved pedestrian access results in a penetration of the preservation buffer at a location not allowed by the APC, namely any place other than an entrance drive to the property or a terminating vista.

Because the site plan does not comply with the currently existing APC, an amendment to the Amelia Park PUD or APC would be required prior to approval. In the instant case, no such amendments were made which would sanction the approved site plan. Absent an amendment to the PUD or APC which complies with the requirements of procedural due process, neither the City nor its TRC have the authority to make a unilateral amendment. The TRC's approval in the instant matter effectively results in an unauthorized unilateral amendment to the Amelia Park PUD by allowing penetration of the preservation buffer.

In support of its approval of the site plan, the TRC relied upon the City Land Development Code for justification. In scenarios where a PUD is silent as to specific standards and criteria, the City's Land Development Code may be consulted and may provide a basis for approval. However, in situations such as the one here, the specific standards outlined in the Amelia Park PUD and APC, and not the standards of the Land Development Code, control. The TRC reliance upon the Land Development Code was misplaced and as a result, the site plan was erroneously approved.

The City of Fernandina Beach should apply the standards outlined within the APC in this case because the APC provides clear standards and criteria for the development of the subject parcel. Because the APC does not allow for penetration of the preservation buffer on the Southwest corner of the parcel, and because no amendments to the Amelia Park Planned Unit Development or Amelia Park Code have been made, the TRC decision should be reversed. The approved site plan, if allowed to stand, will result in a denial of due process to Ronald Conte and all other property owners within Amelia Park.

Sincerely yours,

Brett Steger

CLYDE W. DAVIS
MICHAEL L. BROUSSARD
BRETT L. STEGER *
LEIGH G. MOONEY +

* LICENSED IN FL & GA
+ LICENSED IN FL, SC & AL

» RESPOND TO BRETT STEGER
AT THE AMELIA ISLAND OFFICE

DAVIS, BROUSSARD &
STEGER, PLLC

ATTORNEYS AT LAW

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October 10, 2018

VIA EMAIL kgibson@fbfl.org

Kelly N. Gibson, AICP
City of Fernandina Beach

Re: Appellant: Ronald Conte
Subject Property: 2018 Hometown Drive, Fernandina Beach, Florida 32034
Project Number: SPR 2017-13 Holy Trinity School, Amelia Park
TRC Approval Date: June 18, 2018

Dear Ms. Gibson:

I represent Ronald Conte in the above-referenced administrative appeal. A hearing before the Board of Adjustment is currently set for next Wednesday, October 17, 2018. Due to a conflict involving a hearing date in one of my criminal cases, I am requesting that Mr. Conte's hearing be continued from next week's calendar.

I am lead counsel in the case of State of Georgia v. Quintavious Everett. Mr. Everett, along with three (3) co-defendants is charged in the Superior Court of Bibb County, Georgia with twenty-six (26) felony counts, including eight (8) counts of murder arising from the deaths of three individuals. Mr. Everett's case has been pending since 2014 and he has been in jail awaiting trial this entire time.

The Bibb County Superior Court has scheduled the afternoon of October 17th for hearings on the motions that have been filed in Mr. Everett's case. This date was specifically chosen by the Court to coordinate a day that the five (5) lawyers involved in the case would be available. In addition to hearing all pending motions and argument, it is expected that the Court will set the case for an upcoming trial date in the near future. Because Mr. Everett's interests are unique and apart from his co-defendants, none of the other lawyers who will be present representing the co-defendants can adequately defend my client's rights in my absence.

I am unable to reschedule Mr. Everett's Court date due to the scheduling conflicts of all lawyers involved and the urgency of an upcoming trial calendar. Unfortunately, it is also impossible for me to handle Mr. Conte's hearing on the same day as Mr. Everett's hearing. Mr. Everett's case is pending in Macon, Georgia, which is a four (4) hour commute, one way, from Fernandina.

As you are aware, Jon Lasserre represents the interests of Holy Trinity Anglican Church (HTAC). As a matter of professional courtesy, I spoke to Mr. Lasserre to ascertain his client's position with regard to a continuance of the hearing. Though HTAC is not a party to this action, I have been working with Mr. Lasserre in good faith efforts to settle the issues which led to Mr. Conte's appeal. Mr. Lasserre informed his client of my conflict and has since informed me that his client opposes my request for a continuance.

Even though HTAC has retained counsel to represent its interests, it is not a litigant in this action and therefore has no standing to present an opposition to my continuance request. The parties in this action are the City of Fernandina Beach and Ronald Conte. As such, the determination of whether a continuance is granted rests solely with the City.

Even if the interests of HTAC are considered, there will be no prejudice or damage suffered by HTAC if this hearing is continued. As you are aware, Mr. Conte executed a stipulation at the very outset of his appeal which limited the stay imposed by section 11.07.03 of the Fernandina Beach Land Development Code. Mr. Conte's stipulation allowed HTAC to continue with all aspects of its development of the property, except for the sidewalk which is the main subject of this appeal. Mr. Conte's stipulation was put in place specifically to eliminate damage resulting from a work stoppage while the appeal was pending. Regardless of whether Mr. Conte's hearing is held next week, next month, or after, HTAC is suffering no prejudice or damage because its project is continuing as the sole result of the stipulation that Mr. Conte executed in good faith.

I anticipate that Mr. Conte's appellate hearing will take several hours due to the amount of contested issues, facts, and exhibits that will be presented and argued. It is entirely possible, if not likely, that Mr. Conte's hearing will not conclude next week, and that additional time will be necessary for the hearing. For this reason, a denial of my continuance request based upon a desire to resolve the case and receive a final ruling next week is misplaced. Though Mr. Conte's appeal has only been pending for a short period of three (3) months, he too would like to finalize this matter. But, my client's desire for resolution does not come at the expense of losing his right to counsel.

Due process provides Mr. Conte with the right to a full and fair hearing, with representation from the attorney of his choosing. My conflict of scheduling should not result in a denial of due process to my client, especially given the fact that HTAC has benefited, and will continue to benefit, from the stipulation that Mr. Conte entered into.

I am requesting that the City continue Mr. Conte's hearing and that a ruling on my request be made before the end of this week. If the City reserves ruling on my request until next week, my client will be placed in the position of proceeding pro se which would certainly result in a denial of due process.

Thank you in advance for your professionalism and attention to this request. I look forward to your response, and remain

Sincerely yours,

Brett Steger

c: Tammi Bach via email (tbach@fbfl.org)
Jon Lasserre via email (jlasserre@rtlaw.com)

PERMIT SET
NOT FOR CONSTRUCTION

Engineering Plans

For

HOLY TRINITY SCHOOL

For

HOLY TRINITY CHURCH

HOLY TRINITY SCHOOL
For
HOLY TRINITY CHURCH

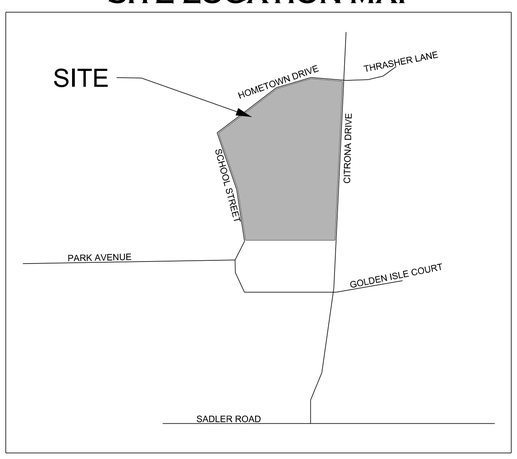
Released for Construction _____ by _____

Gillette & Associates, Inc.

Civil & Environmental Engineering
Mechanical & Structural Engineering
Permitting & Construction Management
20 South 4th Street Amelia Island, Florida 32034
Phone: 904/261-8819

G & A

SITE LOCATION MAP



UTILITY PROVIDERS

WATER/SEWER: COFB
ELECTRIC: FLORIDA PUBLIC UTILITIES
CABLE: COMCAST
TELEPHONE: AT&T

G&A Project
No.:17-10.XX

Issue Date:
December 15, 2017

Revised Date:
May 7, 2018

GENERAL NOTES

SITE / GEOMETRY

1.ALL WORK SHALL BE PERFORMED IN A SAFE MANNER.ALL SAFETY RULES AND GUIDELINES OF O.S.H.A.SHALL BE FOLLOWED.THE CONTRACTOR SHALL BE WHOLLY RESPONSIBLE FOR ANY INJURIES OF HIS EMPLOYEES.AND ANY DAMAGE TO PRIVATE PROPERTY OR PERSONS DURING THE COURSE OF THIS PROJECT.ALL COSTS ASSOCIATED WITH COMPLYING WITH O.S.H.A.REGULATIONS AND THE FLORIDA TRENCH SAFETY ACT MUST BE INCLUDED IN THE CONTRACTOR'S PRICE FOR PERFORMING THE WORK.

2.THE CONTRACTOR SHALL BE RESPONSIBLE FOR VISITING THE JOB SITE PRIOR TO PREPARING THE BID FOR THE PURPOSE OF FAMILIARIZING HIMSELF WITH THE NATURE AND THE EXTENT OF THE WORK AND LOCAL CONDITIONS.EITHER SURFACE OR SUBSURFACE.WHICH MAY AFFECT THE WORK TO BE PERFORMED.AND THE EQUIPMENT,LABOR AND MATERIALS REQUIRED. FAILURE TO DO SO WILL NOT RELIEVE THE CONTRACTOR OF COMPLETE PERFORMANCE UNDER THIS CONTRACT.THE CONTRACTOR IS URGED TO TAKE COLOR PHOTOGRAPHS ALONG THE ROUTE OF THIS PROJECT TO RECORD EXISTING CONDITIONS PRIOR TO CONSTRUCTION,AND TO AID IN RESOLVING POSSIBLE FUTURE COMPLAINTS THAT MAY OCCUR DUE TO CONSTRUCTION OF THE PROJECT.ALL COSTS ASSOCIATED WITH PRELIMINARY INVESTIGATION SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.

3.ALL IMPROVEMENTS SHOWN ARE TO BE WARRANTED BY THE CONTRACTOR TO THE DEVELOPER.

4.ELEVATIONS ARE BASED ON U.S.C.& G.DATUM (1929).

5.TOPOGRAPHIC AND BOUNDARY INFORMATION WAS PROVIDED BY:MANZIE & DRAKE LAND SURVEYORS (491-5700)

6.THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY BUILDING,RIGHT-OF-WAY PERMITS NOT PROVIDED .AND INSURANCE REQUIRED FOR THE PROJECT.

7.THE CONTRACTOR SHALL COORDINATE THE WORK WITHIN COUNTY OR STATE RIGHT-OF-WAY WITH THE PROPER AGENCIES FOR MAINTENANCE OF TRAFFIC AND METHOD OF CONSTRUCTION & REPAIR.

8.THE CONTRACTOR SHALL ADVISE THE OWNER'S AUTHORIZED REPRESENTATIVE OF PLANNED WORK SCEDULE.THE CONTRACTOR SHALL COORDINATE THEIR CONSTRUCTION WITH ALL OTHER CONTRACTORS.IN THE EVENT OF ANY CONFLICT WHATSOEVER.THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF RECORD.AND THE OWNER PRIOR TO PROCEEDING WITH CONSTRUCTION.

9."AS-BUILT" DRAWINGS - AS-BUILTS ARE REQUIRED TO BE SIGNED AND SEALED BY A FLORIDA REGISTERED LAND SURVEYOR. THEREFORE,IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO CONTRACT WITH A LAND SURVEYOR REGISTERED IN THE STATE OF FLORIDA FOR THE PREPARATION,FIELD LOCATIONS,CERTIFICATION,AND SUBMITTAL OF AS-BUILT DRAWINGS.

10."AS-BUILT" RECORD DATA AND INFORMATION SHALL BE MAINTAINED BY THE CONTRACTOR.RECORD DRAWINGS SHALL BE SUPPLIED TO THE ENGINEER.

11.THE CONTRACTOR IS RESPONSIBLE FOR PROTECTION OF ALL SURVEY AND PROPERTY MONUMENTS.IF A MONUMENT IS DISTURBED,THE CONTRACTOR SHALL CONTRACT WITH THE SURVEYOR OF RECORD FOR REINSTALLATION OF THE MONUMENT.

12.ALL DEBRIS RESULTING FROM ALL ACTIVITIES SHALL BE DISPOSED OF OFF-SITE BY CONTRACTOR ON A DAILY BASIS.

13.ALL EXCESS SUITABLE AND UNSUITABLE MATERIALS SHALL BE REMOVED FROM THE SITE BY THE CONTRACTOR UNLESS DIRECTED OTHERWISE BY THE ENGINEER.

14.ALL EXISTING TREES LISTED TO REMAIN SHALL BE PRESERVED AND PROTECTED.

15.THE LOCATION OF ALL EXISTING UTILITIES,STRUCTURES,AND IMPROVEMENTS ON THE DRAWINGS ARE BASED ON LIMITED INFORMATION AND MAY NOT HAVE BEEN FIELD VERIFIED.THE LOCATIONS ARE APPROXIMATE.THE CONTRACTOR SHALL NOTIFY RESPECTIVE UTILITY OWNERS AND FIELD VERIFY LOCATIONS OF EXISTING UTILITIES AND OTHER IMPROVEMENTS PRIOR TO COMMENCING ANY CONSTRUCTION.IF THE LOCATIONS SHOWN ARE CONTRARY TO ACTUAL FIELD LOCATIONS,THE CONTRACTOR SHALL NOTIFY THE OWNER AND ENGINEER OF THE DISCREPANCY.THE DISCREPANCY SHOULD BE RESOLVED PRIOR TO COMMENCING CONSTRUCTION.THE CONTRACTOR SHALL EXERCISE EXTREME CAUTION WHEN WORKING IN AREAS NEAR EXISTING UTILITY IMPROVEMENTS AND SHALL BE RESPONSIBLE FOR REPAIRS OR PAYMENTS FOR ALL DAMAGE MADE TO EXISTING UTILITIES OR OTHER IMPROVEMENTS.PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION,THE CONTRACTOR SHALL VERIFY ALL GRADES, INVERTS,AND TYPE OF MATERIAL OF EXISTING UTILITIES TO WHICH THEY SHALL CONNECT.

16.THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS TO THE ENGINEER ON ALL MATERIALS.FOR REVIEW AND APPROVAL.PRIOR TO PURCHASE OR CONSTRUCTION OF ANY UTILITY OR STRUCTURE.

17.UNSUITABLE MATERIALS UNDER WATER,SEWER,OR STORM PIPE AND/OR STRUCTURES SHALL BE REMOVED AND REPLACED WITH SELECTED BACKFILL COMPACTED TO 98% OF IT'S MAXIMUM DENSITY AS DETERMINED BY THE MODIFIED PROCTOR TEST (ASTM D1557).

18.ALL WATER & SEWER CONSTRUCTION SHALL BE ACCOMPLISHED BY AN UNDERGROUND UTILITY CONTRACTOR LICENSED UNDER THE PROVISIONS OF CHAPTER 489 FLORIDA STATUTES.

19.WHEN DEWATERING CAPACITY REQUIRES A PERMIT (CUP),IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN THE PERMIT THROUGH THE ST.JOHNS RIVER WATER MANAGEMENT DISTRICT.

20.WATER MAINS SHALL BE LAID AT LEAST 10 FEET HORIZONTALLY FROM ANY EXISTING OR PROPOSED SANITARY HAZARD.THE DISTANCE SHALL BE MEASURED EDGE TO EDGE.WHERE PARALLEL WATER AND SEWER MAINS HAVE LESS THAN 10 FOOT HORIZONTAL SEPARATION.20 FOOT LENGTHS OF C900 (DRIB)WATER QUALITY PIPE SHALL BE USED WITH THE JOINTS STAGGERED AT 10 FOOT INTERVALS.THE PIPES SHALL BE PLACED IN SEPARATE TRENCHES WITH THE WATER MAIN AT LEAST 18 INCHES ABOVE THE SEWER.

21.WATER MAINS CROSSING SANITARY HAZARDS SHALL BE LAID TO PROVIDE A MINIMUM VERTICAL DISTANCE OF 18 INCHES BETWEEN THE OUTSIDE OF THE WATER MAIN AND THE OUTSIDE OF THE SEWER MAIN.WHERE WATER AND SEWER MAINS CROSS WITH BETWEEN 18 INCHES AND 6 INCHES OF VERTICAL CLEARANCE,A 20 FOOT SECTION OF C900 (DRIB)WATER QUALITY PIPE SHALL BE CENTERED ON THE POINT OF THE CROSSING.THE CONTRACTOR SHALL FIELD VERIFY THE VERTICAL SEPARATION.THE MINIMUM SEPARATION BETWEEN WATER AND SEWER PIPES IS TO BE 6 INCHES OUTSIDE DIAMETER TO OUTSIDE DIAMETER.

22.NO WATER MAIN PIPE SHALL PASS THROUGH OR COME IN CONTACT WITH ANY PART OF A SEWER MANHOLE.

23.BLANK

24.TRACER WIRE SHALL BE PROVIDED ON ALL WATER MAINS AND FORCE MAINS.TRACER WIRE SHALL BE A MINIMUM OF 14 GUAGE SOLID COPPER WIRE,COATED,AND SUITABLE FOR BURIAL.WIRE SHALL BE ATTACHED DIRECTLY TO TOP OF PIPE AND BROUGHT INTO EACH VALVE BOX AND COILED TO ALLOW FOR EASY ACCESS AND EXTENSION ABOVE FINISHED GRADE FOR ATTACHMENT OF LOCATING EQUIPMENT.

25.ALL PIPE LENGTHS ARE APPROXIMATE DIMENSIONS.ALL DRAINAGE STRUCTURES SHALL BE CONSTRUCTED TO CONFORM WITH TYPICAL SECTIONS AND DETAILS AS SHOWN ON THE MISCELLANEOUS DETAILS SHEET AND IN ACCORDANCE WITH THE SPECIFICATIONS.

26.ALL UNDERGROUND UTILITIES MUST BE INSTALLED PRIOR TO PREPARATION OF SUBGRADE FOR PAVEMENT.

27.GRADE'S SHOWN ON PLANS ARE EDGE OF PAVEMENT FINISHED GRADES UNLESS OTHERWISE NOTED.

28.SHOULD THE SURFACE OR SUBSURFACE CONDITIONS VARY FROM WHAT IS SHOWN ON THE PLANS,THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER.

29. ALL AREAS DISTURBED DURING CONSTRUCTION SHALL BE SEEDED AND MULCHED UNLESS OTHERWISE SPECIFICALLY STATED.

30.THE CONTRACTOR IS RESPONSIBLE FOR THE CONTROL OF SEDIMENT-LADEN RUNOFF RESULTING FROM STORM EVENTS DURING THE CONSTRUCTION PHASE.EROSION CONTROL FACILITIES SHOULD BE INSTALLED EARLY DURING THE CONSTRUCTION PERIOD SO AS TO PREVENT THE TRANSPORT OF SEDIMENT INTO SURFACE WATERS.RE-VEGETATION AND STABILIZATION OF DISTURBED AREAS SHOULD BE ACCOMPLISHED IMMEDIATELY TO REDUCE THE POTENTIAL FOR FURTHER SOIL EROSION.

31. ANY DISCREPANCIES ON THE DRAWINGS SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER AND NASSAU COUNTY BEFORE COMMENCING WORK.

32.MINIMUM COVER OVER PIPES SHALL BE 36" UNLESS OTHERWISE INDICATED.

33.ALL UNDERGROUND UTILITY COMPANIES SHALL BE CONTACTED AT LEAST 48 HOURS PRIOR TO COMMENCING CONSTRUCTION.

34.IN ADDITION TO THE SPECIFICATIONS AND DETAILS PROVIDED FOR THIS CONTRACT,THE CITY OF FERNANDINA STANDARD DETAILS AND SPECIFICATIONS (LATEST REVISION)SHALL ALSO BE USED FOR ANY ITEMS NOT COVERED.IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN A SET OF STANDARD DETAILS AND SPECIFICATIONS FROM CITY HALL.

35.BACKFILL MATERIAL SHALL BE COMPACTED TO 100% (±2%) PER NASSAU COUNTY REQUIREMENTS UNDER EXISTING AND PROPOSED ROADWAYS.

36.NO FIELD CHANGES OR DEVIATIONS FROM DESIGN TO BE MADE WITHOUT PRIOR APPROVAL OF THE ENGINEER.

37.STATIONING REFERS TO THE CENTERLINE OF THE ROADWAY EXCEPT AS NOTED ON PLANS.WHERE PAVEMENT SPLITS, THE STATIONING FOLLOWS THE INSIDE EDGE OF PAVEMENT UNTIL ROADWAY TRANSITIONS BACK TO THE TYPICAL ROADWAY SECTION

38.ALL CONSTRUCTION,MATERIAL,AND WORKMANSHIP ARE TO BE IN ACCORDANCE WITH NASSAU COUNTY SPECIFICATION AND STANDARDS.

WATER NOTES

1.WATER MAINS SHALL HAVE A MINIMUM OF 36" COVER UNDER PAVEMENT OR 30" COVER FROM FINISHED GRADE UNLESS OTHERWISE SHOWN.ALL WATER MAINS SHALL BE FLUSHED IN ACCORDANCE WITH,AND UNDER THE DIRECTION OF THE UTILITY COMPANY.

2.THRUST RESTRAINTS ARE REQUIRED IN ACCORDANCE WITH UTHE UTILITY COMPANY STANDARDS WHERE WATER MAINS ARE TERMINATED AND AT ALL BENDS AND TEES.

3.BLANK

4.UNLESS OTHERWISE NOTED,WATER MAINS ARE TO BE PVC DRIB,C-900,CLASS 150.

5.ALL WATER MAINS SHALL BE BACTERIOLOGICAL AND PRESSURE TESTED IN ACCORDANCE WITH AWWA C-600.NO CONNECTION TO EXISTING POTABLE WATER SYSTEM SHALL BE ALLOWED UNTIL ALL PROPOSED WATER MAINS HAVE BEEN PRESSURE TESTED, DISINFECTED,AND CLEARED FOR SERVICE.THE UTILITY COMPANY'S AUTHORIZED REPRESENTATIVE MUST BE NOTIFIED 48 HOURS PRIOR TO PERFORMING THE PRESSURE TEST AND MUST BE PRESENT.

6.THE CONTRACTOR SHALL AVOID SERVICE INTERRUPTIONS AND MAINTAIN ANY EXISTING WATER SERVICE TO MEET THE SYSTEM DEMANDS AT ALL TIMES.THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFICATION OF AFFECTED CUSTOMERS OF THE UTILITY A MINIMUM OF 48 HOURS IN ADVANCE OF ANY INTERRUPTION OF SERVICE.BOIL WATER NOTICES SHALL BE DELIVERED IN ACCORDANCE WITH THE UTILITY COMPANY BOIL WATER NOTICE REQUIREMENTS.

7.ALL MAIN FLUSHING POINTS SHALL BE SAME SIZE AS MAIN UP TO 8 INCH WATER MAINS.FLUSHING POINTS FOR MAINS LARGER THAN 8 INCH SHALL BE REDUCED TO 8 INCH.

8.ALL WATER MAINS SHALL BE DISINFECTED USING LIQUID CHLORINE OR HYPOCHLORITES IN ACCORDANCE TO AWWA C651-86. WATER IN MAIN SHALL MAINTAIN A CHLORINE RESIDUAL OF 50 MG/L FOR A MINIMUM OF 24 HOURS.WATER MAIN SHALL NOT BE PLACED IN SERVICE UNTIL CLEARANCE HAS BEEN PROVIDED BY THE APPROPRIATE REGULATING AGENCY AND UNITED WATER FLORIDA.

9.IF SOLVENT CONTAMINATION IS FOUND IN THE PIPE TRENCH,WORK SHALL BE STOPPED AND THE PROPER AUTHORITIES NOTIFIED.BASED ON APPROVAL OF THE PERMITTING AGENCY,DUCTILE IRON PIPE,FITTINGS,AND SOLVENT RESISTANT GASKET MATERIAL SUCH AS FLUOROCARBON SHALL BE USED IN THE CONTAMINATED AREA.THE DUCTILE IRON PIPE SHALL EXTEND AT LEAST 100 FEET BEYOND ANY SOLVENT NOTED.ANY CONTAMINATED SOIL THAT IS EXCAVATED SHALL BE PLACED ON AN IMPERMEABLE MAT AND COVERED WITH A WATER PROOF COVERING.THE PROPER AUTHORITIES WILL BE NOTIFIED AND THE CONTAMINATED SOIL HELD FOR PROPER DISPOSAL.

10.2" FLUSHING HYDRANTS SHALL BE INSTALLED AT ALL DEAD END LINES AND MAIN LINE STUB-OUTS.

11.A SEPARATE WATER SERVICE SHALL BE REQUIRED FOR EACH UNIT SERVED AND SHALL BE INSTALLED 3 FEET EITHER SIDE OF PROPERTY LINE.ALL WATER SERVICES SHALL BE MARKED WITH A "W" ETCHED ON THE CURB.ALL VALVES SHALL BE MARKED WITH A "V" ETCHED ON THE CURB.

12.ALL BACKFLOW PREVENTION ASSEMBLIES SHALL BE INSTALLED IN ACCORDANCE WITH THE UTILITY COMPANY'S STANDARDS.

13.ALL BACKFLOW PREVENTION ASSEMBLIES SHALL BE INSTALLED AT THE CONSUMER'S METER OR AT THE PROPERTY LINE WHEN A METER IS NOT USED.

14.BACKFLOW PREVENTION ASSEMBLIES SHALL BE TESTED BY A STATE OF FLORIDA LICENSED BACKFLOW TECHNICIAN.TEST RESULTS SHALL BE SUBMITTED TO AND APPROVED BY THE UTILITY COMPANY PRIOR TO ACCEPTANCE OF INSTALLATION.

15.MAXIMUM DEPTH ON WATER SERVICES TO METER TO BE 48".

16.ALL UTILITY CONSTRUCTION SHALL BE IN ACCORDANCE WITH JEA STANDARDS (LATEST VERSION).

17.ALL BACKFLOW PREVENTERS SHALL BE IN ACCORDANCE WITH JEA CROSS CANNECTION PROGRAM.BACKFLOW PREVENTERS MUST BE TESTED AFTER INSTALLATION BY A CERTIFIED TESTER ADN ANNUALLY THEREAFTER.JEA CONTACT:BILL POUND @ 665-5787

18.BACKFLOW PREVENTERS ON FIRE LINES OR COMBINATION POTABLE/ FIRE MAINS SHALL HAVE FREEZE PROTECTION.

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	SHEET #	DESCRIPTION
ALL PERMITTING ENTITIES	1	COVER SHEET
	2	INDEX SHEET
	3	PREDEVELOPMENT DRAINAGE PLAN
	4	ONSITE GEOMETRY PLAN
	5	OFFSITE GEOMETRY PLAN
	6	VEHICLE STAGING PLAN
	7	POST DEVELOPMENT DRAINAGE PLAN
	8	UTILITY PLAN
	9	TREE MITIGATION PLAN
	10	LANDSCAPE PLAN
	11	MISCELLANEOUS DETAILS
	12	SEWER DETAILS
	13	WATER DETAILS

LEGEND

- EXISTING VALVE
- WM — EXISTING WATER LINE
- SAN — EXISTING SANITARY SEWER
- EXISTING FIRE HYDRANT
- SAN — PROPOSED SANITARY SEWER
- WM — PROPOSED WATER LINE
- PROPOSED FIRE HYDRANT
- EXISTING EDGE OF PAVEMENT
- EXISTING PROPERTY LINE
- 15.3 — PROPOSED SPOT ELEVATION
- 15.0 — PROPOSED CONTOUR
- PROPOSED EDGE OF PAVEMENT
- PROPOSED PROPERTY LINE
- PROPOSED R.O.W. LINE
- 6" OAK 13' — EXISTING TREE
- 16 — EXISTING CONTOUR

SEWER NOTES

1.THE CONTRACTOR SHALL PROVIDE,TO THE ENGINEER OF RECORD ,A SCHEDULE OF INVERT ELEVATIONS OF ALL SANITARY MANHOLES PRIOR TO THE PLACEMENT OF THE LIME ROCK BASE COURSE.THIS SCHEDULE TO BE PROVIDED BY THE REGISTERED LAND SURVEYOR SUBMITTING THE "AS-BUILT" DRAWINGS FOR THIS PROJECT.

2.SANITARY SEWER SERVICES SHALL BE 6"PVC WITH A MINIMUM SLOPE OF 0.006 FEET PER FOOT AND SHALL BE TERMINATED AT THE RIGHT-OF-WAY LINE WITH A DEPTH OF 30"TO 48" FROM THE FINAL FINISHED GRADE OF THE DEVELOPED LOTS.DEPTHS GREATER THAN 48" FROM FINAL FINISHED GRADE SHALL BE READJUSTED BY THE DEVELOPER AT HIS COST.

3.GRAVITY SEWER TO BE CLEANED & TV TESTED BY NASSAU COUNTY AT CURRENT COST FOR TELEVISING

4.ALL MANHOLE FRAMES AND COVERS TO BE ADJUSTED TO FINAL FINISHED GRADE.

5.A SEPARATE SEWER SERVICE (6" MIN.) SHALL BE PROVIDED TO THE RIGHT-OF-WAY FOR EACH LOT BEING SERVED.AN "S" SHALL BE ETCHED INTO THE CURB DIRECTLY OVER EACH SERVICE LINE.

6.GRAVITY SEWER TO BE GREEN IN COLOR

7.NEW GRAVITY SEWER SYSTEM SHALL BE PLUGGED AT NEAREST EXISTING DOWNSTREAM MANHOLE AND SHALL NOT BE REMOVED WITHOUT AUTHORIZATION FROM THE UTILITY COMPANY.EXISTING MANHOLES TO BE CORE BORED AND ARRANGEMENTS MADE TO BE REFURBISHED WITH COMPATIBLE MATERIALS IF THE EXISTING MANHOLE IS ALLOWED TO BE USED.

8.FINISHED FLOOR ELEVATIONS SHALL BE GREATER (HIGHER) THAN THE ELEVATION OF THE MANHOLE NEAREST THE SERVICE LATERAL IN ORDER TO AVOID A POTENTIAL BACKUP OF SEWERAGE IN THE HOUSE OR BUILDING.

9.FORCE MAIN MUST PASS A PRESSURE TEST PRIOR TO ACCEPTANCE OF THE SYSTEM.THE PRESSURE TEST SHALL COMPLY WITH AWWA C-600 SECTION 4,I STANDARD FOR HYDROSTATIC TESTING.PRESSURE TEST MUST BE WITNESSED AND APPROVED BY AN AUTHORIZED THE UTILITY COMPANY REPRESENTATIVE.

10.ALL GRAVITY SEWER PIPE TO A 10 FOOT DEPTH OF COVER SHALL BE ASTM D3034 SDR-35 PVC PIPE.GRAVITY SEWER PIPE WITH COVER OF 15 FEET (AND IN EASEMENTS) AND GREATER SHALL BE C900 - DRIB.JOINT SHALL BE OF THE BELL AND SPIGOT TYPE AND MEET THE REQUIREMENTS OF THE PIPE REFERRED BEING USED.

11.BLANK

12.ALL GRAVITY SEWER MAINS SHALL BE DEFLECTION TESTED WITH A 5% MANDREL AS SUPPLIED BY THE CONTRACTOR AND CERTIFIED TO ACCURACY EACH YEAR.CERTIFICATION OF ACCURACY SHALL BE PROVIDED TO THE UTILITY COMPANY.

13.FRAME AND COVER ADJUSTMENT RINGS SHALL BE MANUFACTURED OF THE SAME MATERIAL AS THE MANHOLES.

14.SEWER PLUGS USED DURING THE CONSTRUCTION OR CONNECTION TO A SYSTEM SHALL HAVE THE CONTRACTOR'S NAME PERMANENTLY STAMPED.

15.MANHOLE AND WETWELL LINER SHALL BE PER JEA STANDARDS.

16.IN ACCORDANCE WITH THE DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP) REQUIREMENTS,LEAKAGE TESTING SHALL BE PERFORMED ON ALL SEGMENTS OF THE SEWER SYSTEM.TESTING MAY INCLUDE APPROPRIATE WATER OR LOW PRESSURE AIR TESTING.TEST METHODS SHALL TAKE INTO CONSIDERATION THE RANGE IN GROUNDWATER ELEVATIONS DURING THE TEST AND ANTICIPATED DURING THE DESIGNED LIFE OF THE SEWER.LEAKAGE TESTING BASED ON THE WATER (HYDROSTATIC) TEST SHALL NOT EXCEED 200 GALLONS PER INCH OF PIPE DIAMETER PER MILE PER DAY FOR ANY SECTION OF THE SYSTEM USING A MINIMUM POSITIVE HEAD OF 2 FEET.LEAKAGE TESTING BASED ON THE LOW PRESSURE AIR TEST SHALL,AS A MINIMUM, CONFORM TO THE TEST PROCEDURE DESCRIBED IN ASTM F-1417.

17.MAXIMUM DEPTH OF FORCE MAIN TO BE 48"

18.ALL UTILITY WORK SHALL BE IN ACCORDANCE WITH JEA STANDARDS (LATEST VERSION).

19.CONTACT CHRIS BARRINGTON - JEA DEVELOPMENT @ 665-4081 TO SCHEDULE A PRE-CONSTRUCTION MEETING PRIOR TO BEGINNING CONSTRUCTION.

$$time$$ $$FileName$$

No.	By	Date	Revision
K			
J			
I			
H			
G			
F			
E			
D	MP	5/7/18	C.O.F.B.TRC REVIEW
C	MP	3/20/18	MODIFIED PER OWNER & ASSOCIATION COMMENTS
B	MP	2/21/18	MODIFIED PER OWNER & ASSOCIATION COMMENTS
A	MP	12/15/17	TRC REVIEW

Scale:
Project Mgr: AG
Designed by: AG
Drawn by: MP
QA/QC: BM

Gillette & Associates, Inc.
20 South 4th Street
Fernandina Beach, FL 32034
Certificate of Authorization No. 9332

DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFERENCE. DRAWING IS REDUCED IF LESS THAN 22" x 34"

G & A
GILLETTE & ASSOCIATES, INC
20 SOUTH 4TH STREET
FERNANDINA BEACH, FL 32034
PHONE: (904) 261-8819

HOLY TRINITY CHURCH

HOLY TRINITY SCHOOL

INDEX SHEET

Registered Professional

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Issue Date
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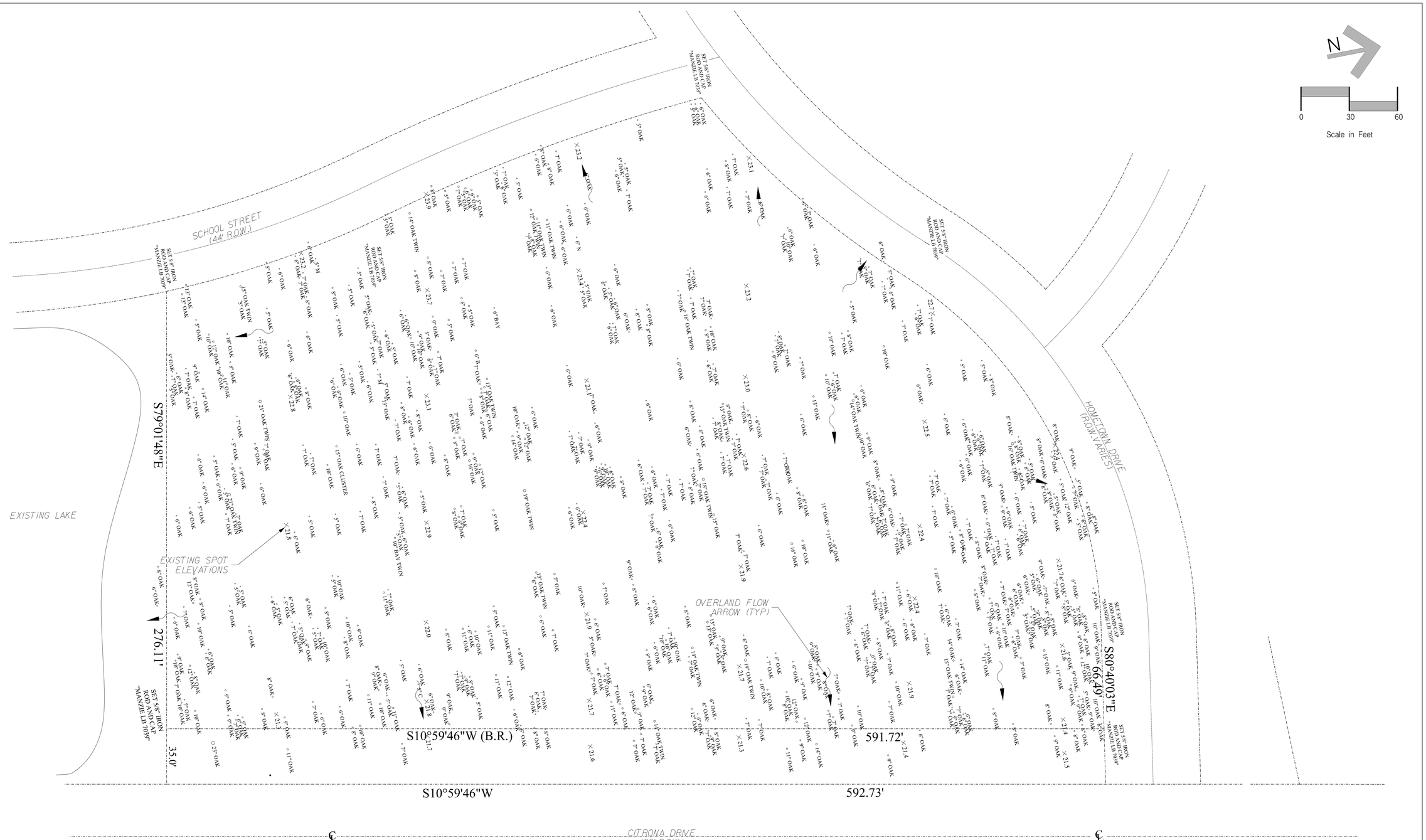

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Scale: 1":30'
Project Mgr: AG
Designed by: AG
Drawn by: MP
QA-QC: BM

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20 South 4th Street
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Certificate of Authorization No. 9332

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HOLY TRINITY CHURCH

HOLY TRINITY SCHOOL

PREDEVELOPED PLAN

Registered Professional

Sheet No.
PRE-1
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THE 25' VEGETATIVE SETBACK SHALL REMAIN MOSTLY VEGETATED WITH THE EXCEPTION OF PEDESTRIAN PATHWAYS AND FENCING. NO BUILDINGS, PARKING, OR LIGHTING SHALL BE LOCATED WITHIN 25' VEGETATIVE SETBACK.

CONCRETE
COCHINA
ASPHALT
PAVER STONES

N

0 30 60
Scale in Feet

EXISITNG CROSSWALK
SCHOOL STREET (44' R.O.W.)
5' WIDE CONCRETE SIDEWALK TO INTERSECTION OF SCHOOL STREET AND PARK AVENUE
EXISTING SIDEWALK
FENCE. SEE DETAIL "FENCE" ON SHEET A 1.3 OF ARCHITECTURAL DRAWINGS
EXISTING STREET PARKING TO REMAIN
EXISITNG FIRE HYDRANT
EXISTING SIDEWALK
EXISTING FIRE HYDRANT. FIELD VERIFY LOCATION
5' WIDE CONCRETE SIDEWALK (TYP)
25' VEGETATIVE BUFFER/SETBACK LINE
5' WIDE CONCRETE SIDEWALK
4' GATE
CLASSROOM (TYP)
PARKING LOT LIGHT (TYP) 20 PLACES. DECORATIVE LED POLE KIT WITH LANTERN LIGHT. DIRECT BURIAL.
COVERED WALKWAY (TYP)
12R
20R
12R
ENTRY TOWER
4' GATE
HIGHSCHOOL CLASSROOM
CLASSROOM
CLASSROOM
OFFICE
10' 14'
24'
18' (TYP)
25' VEGETATIVE BUFFER/SETBACK LINE
EXISTING CROSSWALK TO BE RESTRIPED WITH THERMOPLASTIC
CROSSWALK SIGN
20R
MONUMENT SIGN
EXISTING SIDEWALK
CROSSWALK SIGN
BULKHEAD
COURTYARD
LOADING
PARKING SPACES TO BE COQUINA (TYP)
PARKING SPACES TO BE COQUINA (TYP) CONTRACTOR TO FIELD VERIFY LOCATION
ASPHALT APRON
12" WIDE WHITE STRIPE
20R
5' SIDEWALK
12" RIBBON CURB
HOMETOWN DRIVE (R.O.W. VARIES)
STOP SIGN
5R
STOP SIGN
EXISTING LIGHT POLE
ENTRY TOWER
BIKE RACK
STOP SIGN
5R
20R
24
DRIVEWAY TO BE COQUINA
4' GATE
10R
5R
10R
CROSSWALK
ASPHALT (TYP)
10R
CROSSWALK
HANDICAP PARKING SIGNS
20R
12" RIBBON CURB
PARKING SPACES TO BE COQUINA (TYP) CONTRACTOR TO FIELD VERIFY LOCATION
20R
STOP SIGN
24'
5' WIDE CONCRETE SIDEWALK
CLASSROOM (TYP)
EXISTING LAKE
10' (TYP)
18' (TYP)
24
172R
LIGHT BOLLARD (4 PL)
5' CONCRETE SIDEWALK (TYP)
88R
124R
35' BUFFER
MONUMENT SIGN
EXISTING SIDEWALK
STOP SIGN
12' 12' 12'
PROPERTY LINE
EXISTING SIDEWALK
EXISTING CROSSWALK
35R
35R
12" WIDE WHITE STRIPE
NEW CROSSWALK
CITRONA DRIVE (60' R.O.W.)

NOTE:

5' SIDEWALK TO INTERSECTION OF SCHOOL STREET AND PARK AVENUE WITH DESIGNATED CROSSING AT PARK AVENUE STOP SIGN. EXACT SIDEWALK LOCATION AND GRADING TO BE FIELD APPROVED BY CITY OF FERNANDINA BEACH AND AMELIA PARK REPRESENTATIVE.

FENCE. SEE DETAIL "FENCE" ON SHEET A 1.3 OF ARCHITECTURAL DRAWINGS. FENCE WILL BE 4' HIGH, MADE OF 2X4 WIRE PANELS.

NOTE:
HANDICAP PARKING SIGNS WILL INDICATE THE HANDICAP FINE IN FERNANDINA BEACH IS $100.

NOTES:

ZONING: R-2

FLUM DESIGNATION: MEDIUM DENSITY RESIDENTIAL

SETBACKS:
FRONT = 25'; REAR = 20'; SIDE = 0

MAX BUILDING HEIGHT IS 35 FEET
GROSS SITE ACREAGE = 4.23 Ac.
BUILDING & PAVEMENT COVERAGE (IMPERVIOUS) = 1.03 Ac. = 24.35%
MAX IMPERVIOUS AREA: 70%

PARKING REQUIREMENTS:
6 SPACES FOR EACH HIGHSCHOOL CLASRROM PLUS 1 SPACE FOR EACH STAFF MEMBER
2 SPACES FOR EACH CLASSROOM AND OFFICE
1 HIGHSCHOOL CLASSROOM = 7 SPACES
6 CLASSROOMS = 12 SPACES
1 OFFICE = 2 SPACES
21 SPACES REQUIRED
33 REGULAR SPACES PROVIDED
2 HANDICAP SPACES PROVIDED

SITE IS SITUATED IN FLOOD ZONE "X"

ALL BENCHMARKS BASED ON 1929 REFERENCE DATUM

ALL STREET LIGHTS SHALL HAVE LIGHTS DIRECTED ON SITE

NO WETLANDS ON SITE PER BRIAN SPAHR, ENVIRONMENTAL CONSULTANT

COORDINATE S/W LAYOUT W/ EXISITNG TREES TO AVOID REMOVAL OF EXISITNG TREES

OUTDOOR LIGHTING IS TO BE DIRECTED AND SHIELDED TO AVOID DIRECT ILLUMINATION INTO RESIDENTIAL AREA.

WALKWAYS NOT TO EXCEED 2% CROSS SLOPE.

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HOLY TRINITY CHURCH

HOLY TRINITY SCHOOL

ONSITE GEOMETRY PLAN

Registered Professional

Sheet No.
GE-1
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Issue Date
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Project No.
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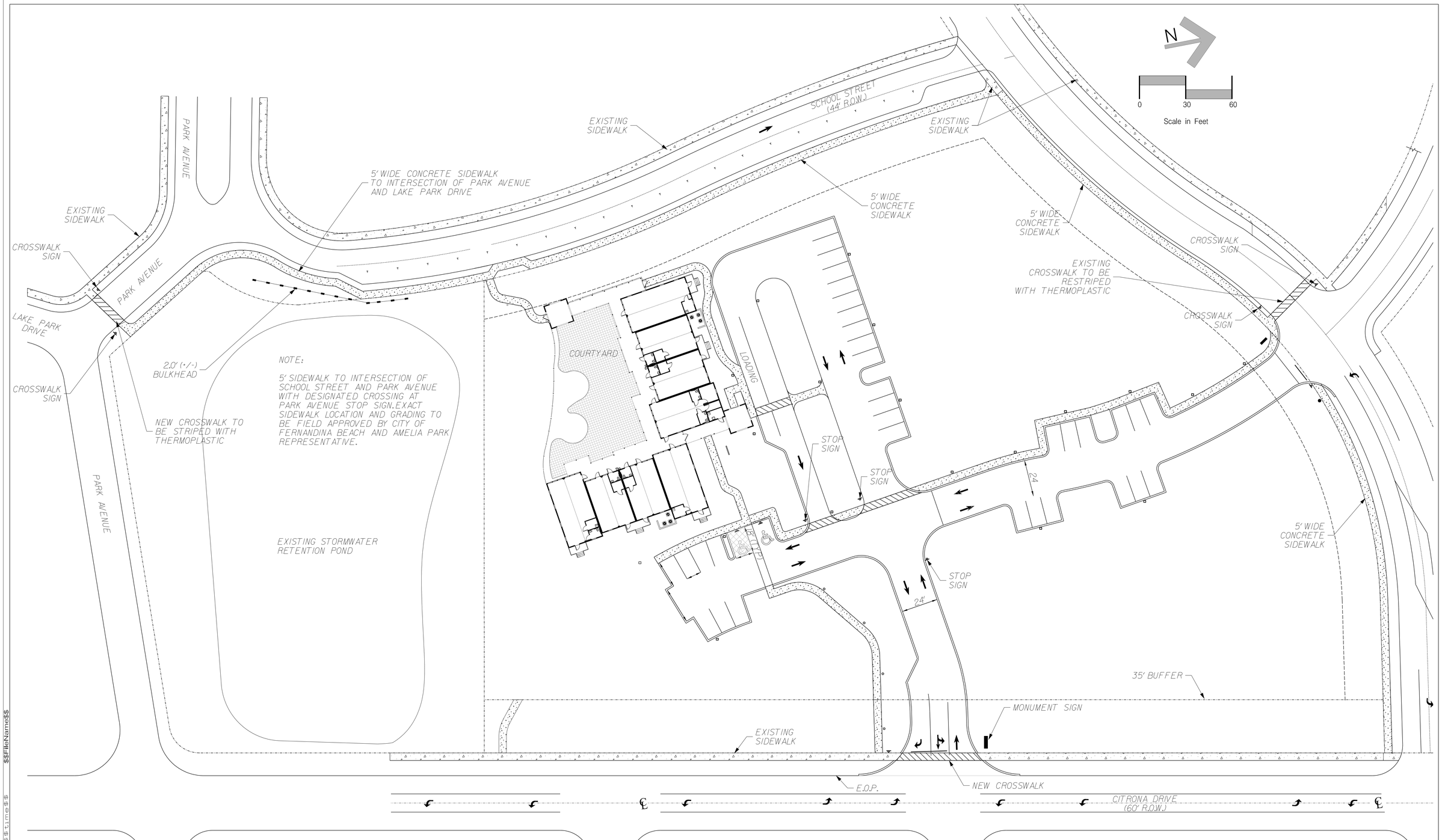

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HOLY TRINITY CHURCH

HOLY TRINITY SCHOOL

SITE GEOMETRY PLAN

Registered Professional

Sheet No.
GE-2
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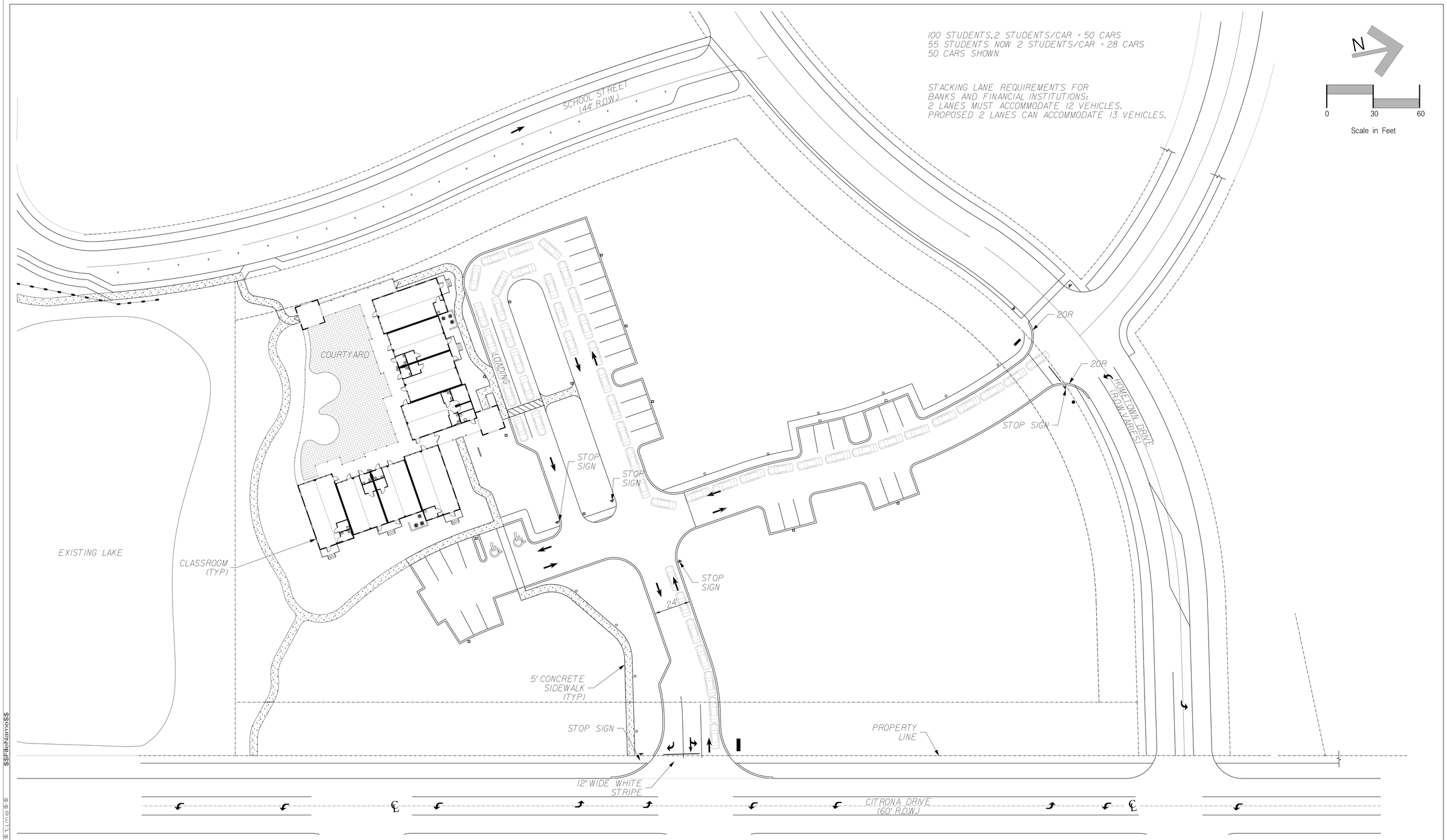

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HOLY TRINITY CHURCH

HOLY TRINITY SCHOOL

VEHICLE STAGING PLAN

Registered Professional

Sheet No.
GE-2
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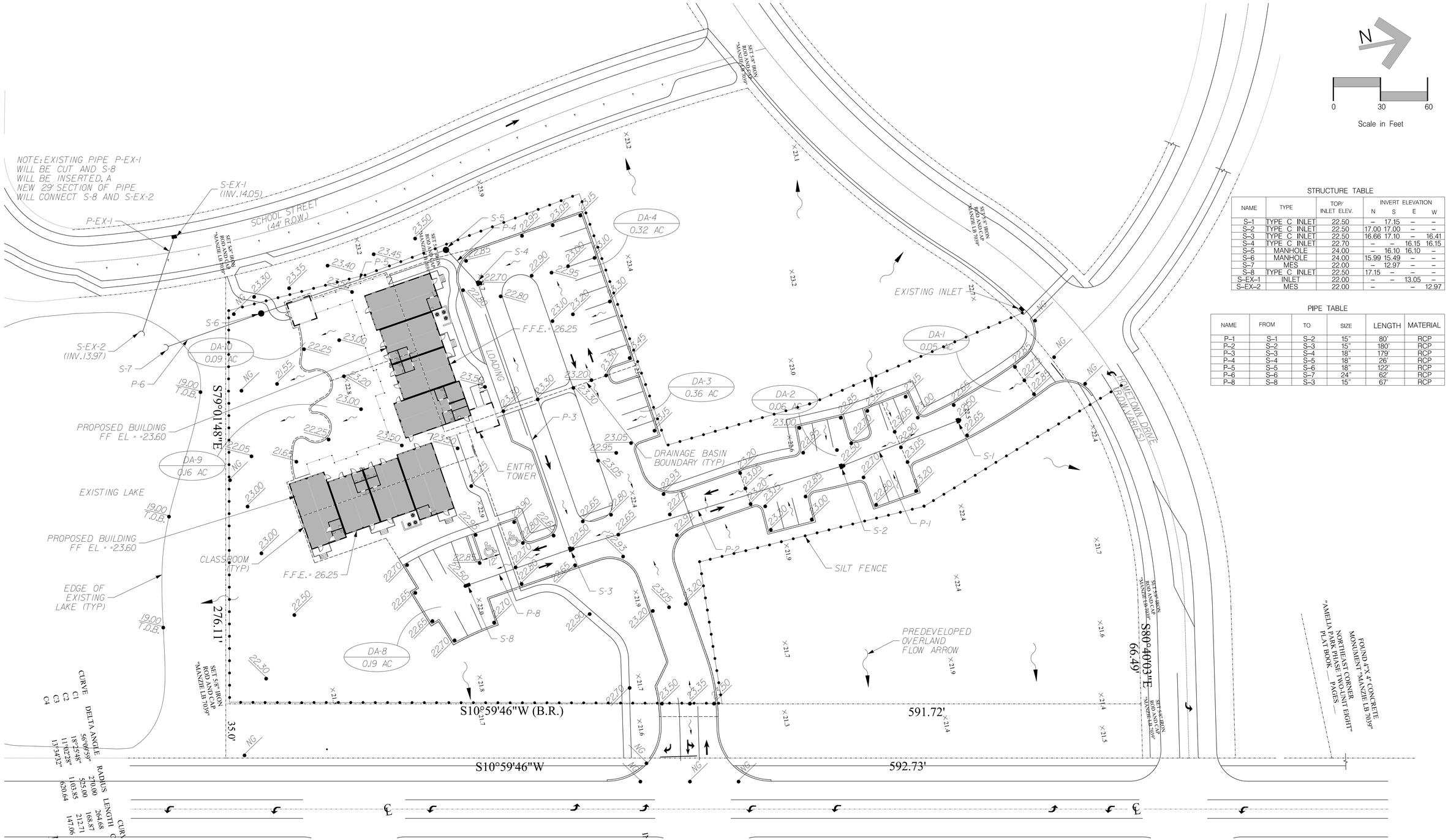

STRUCTURE TABLE

NAME	TYPE	TOP/ INLET ELEV.	INVERT ELEVATION N	S	E	W
S-1	TYPE C INLET	22.50	–	17.15	–	–
S-2	TYPE C INLET	22.50	17.00	17.00	–	–
S-3	TYPE C INLET	22.50	16.66	17.10	–	16.41
S-4	TYPE C INLET	22.70	–	–	16.15	16.15
S-5	MANHOLE	24.00	–	16.10	16.10	–
S-6	MANHOLE	24.00	15.99	15.49	–	–
S-7	MES	22.00	–	12.97	–	–
S-8	TYPE C INLET	22.50	17.15	–	–	–
S-EX-1	INLET	22.00	–	–	13.05	–
S-EX-2	MES	22.00	–		–	12.97

PIPE TABLE

NAME	FROM	TO	SIZE	LENGTH	MATERIAL
P-1	S-1	S-2	15"	80'	RCP
P-2	S-2	S-3	15"	180'	RCP
P-3	S-3	S-4	18"	179'	RCP
P-4	S-4	S-5	18"	26'	RCP
P-5	S-5	S-6	18"	122'	RCP
P-6	S-6	S-7	24"	62'	RCP
P-8	S-8	S-3	15"	67'	RCP

CURVE TABLE

CURVE	DELTA ANGLE	RADIUS	LENGTH
C1	56°09'59"	270.00	264.68
C2	18°25'48"	525.00	168.87
C3	11°10'28"	1,103.85	212.71
C4	13°34'32"	620.64	147.06

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HOLY TRINITY CHURCH

HOLY TRINITY SCHOOL

DRAINAGE PLAN

Registered Professional

Sheet No.
DR-1
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Issue Date
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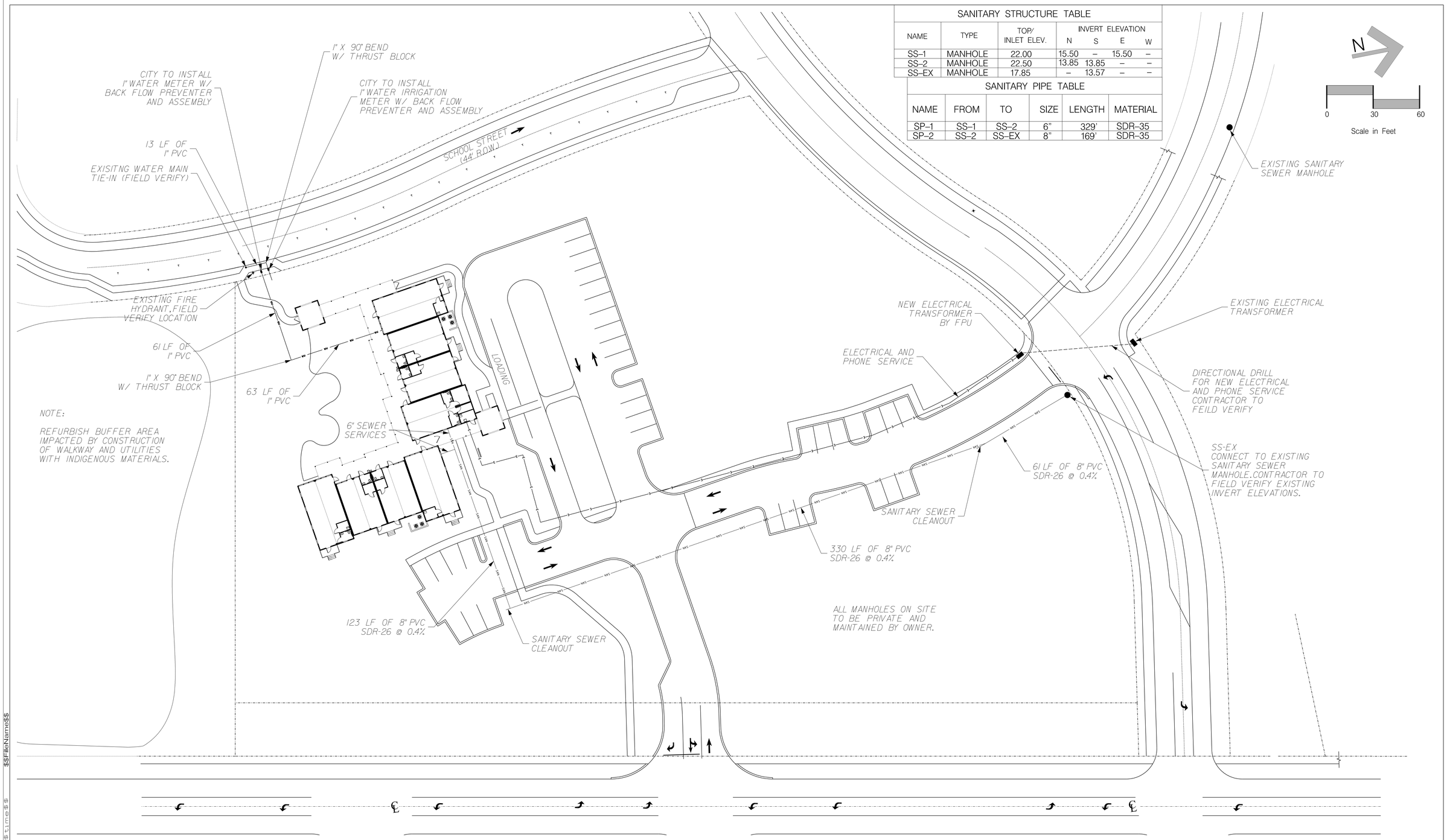
SANITARY STRUCTURE TABLE						
NAME	TYPE	TOP/ INLET ELEV.	INVERT ELEVATION N	S	E	W
SS–1	MANHOLE	22.00	15.50	–	15.50	–
SS–2	MANHOLE	22.50	13.85	13.85	–	–
SS–EX	MANHOLE	17.85	–	13.57	–	–

SANITARY PIPE TABLE					
NAME	FROM	TO	SIZE	LENGTH	MATERIAL
SP–1	SS–1	SS–2	6"	329'	SDR–35
SP–2	SS–2	SS–EX	8"	169'	SDR–35



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HOLY TRINITY CHURCH

HOLY TRINITY SCHOOL

UTILITY PLAN

Registered Professional

Sheet No.
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TREE MITIGATION DATA				
NO. OF TREES	SIZE (DBH)	SAVED? (Y/N)	SPECIES	TREE PRESERVATION CREDIT
61	5	Y	OAK	457.5 (x1.5)
129	6	Y	OAK	1,548 (x2)
135	7	Y	OAK	1,890 (x2)
75	8	Y	OAK	1,200 (x2)
41	9	Y	OAK	738 (x2)
36	10	Y	OAK	720 (x2)
14	11	Y	OAK	308 (x2)
13	12	Y	OAK	312 (x2)
11	13	Y	OAK	286 (x2)
11	14	Y	OAK	308 (x2)
4	15	Y	OAK	120 (x2)
5	16	Y	OAK	160 (x2)
4	19	Y	OAK	152 (x2)
2	21	Y	OAK	126 (x2)
1	23	Y	OAK	69 (x2)
1	6	Y	BAY	9.5 (X1.5)
1	5	Y	CEDAR	NONE

TREE MITIGATION DATA				
NO. OF TREES	SIZE (DBH)	SAVED? (Y/N)	SPECIES	TREE PRESERVATION CREDIT
18	5	N	OAK	-
43	6	N	OAK	-
35	7	N	OAK	-
14	8	N	OAK	-
10	9	N	OAK	-
5	10	N	OAK	-
6	11	N	OAK	-
4	12	N	OAK	-
2	13	N	OAK	-
2	14	N	OAK	-
3	15	N	OAK	-
1	16	N	OAK	-
1	18	N	OAK	-
2	21	N	OAK	-
1	6	N	BAY	-
1	10	N	BAY	-
1	7	N	MAPLE	-

TREE MITIGATION NOTES		
TOTAL INCHES:	5,378	
TOTAL INCHES TO BE REMOVED:	1,184	22.0%
TOTAL INCHES SAVED:	4,194	78.0%

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HOLY TRINITY CHURCH

HOLY TRINITY SCHOOL

TREE MITIGATION PLAN

Registered Professional

Sheet No.
LS-1
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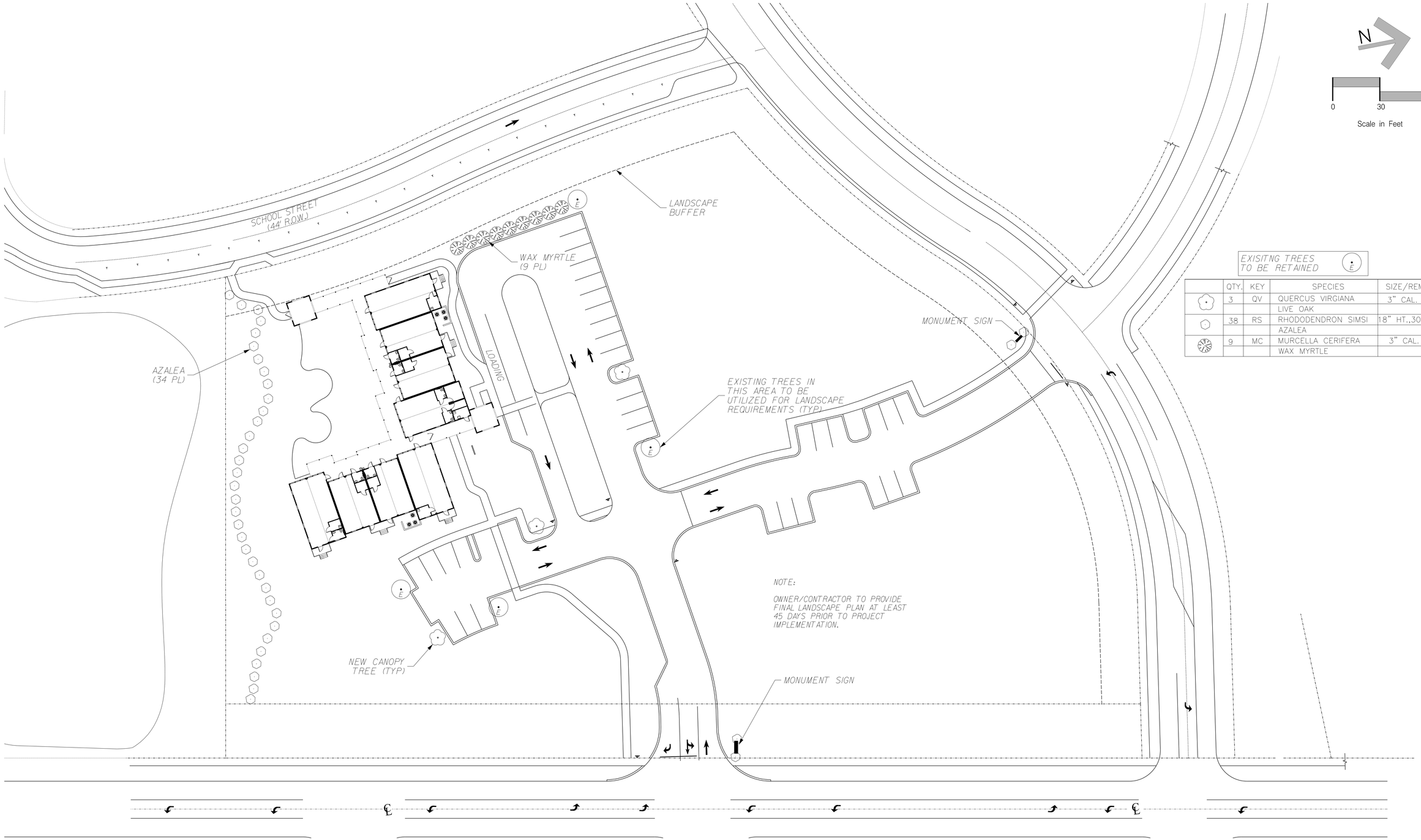

EXISITNG TREES TO BE RETAINED (E)

	QTY.	KEY	SPECIES	SIZE/REMARKS
	3	QV	QUERCUS VIRGIANA	3" CAL.
			LIVE OAK	
	38	RS	RHODODENDRON SIMSI	18" HT.,30" O.C.
			AZALEA	
	9	MC	MURCELLA CERIFERA	3" CAL.
			WAX MYRTLE	

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HOLY TRINITY CHURCH

HOLY TRINITY SCHOOL

LANDSCAPE PLAN

Registered Professional

Sheet No.
LS-2
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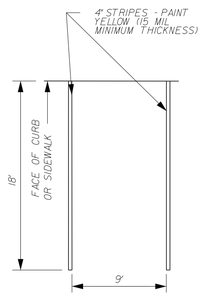
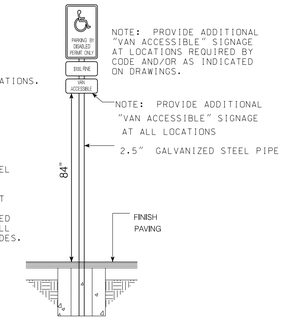


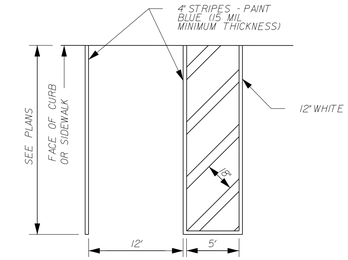
TYPICAL PARKING

NOTE:

1. ALL SIGNS SHOWN SHALL CONFORM TO FEDERAL ACCESSIBILITY SPECIFICATIONS.
2. ALL SIGNS SHOWN SHALL BE REFLECTORIZED TO SHOW THE SAME COLOR BY NIGHT AS BY DAY.
3. ALL SIGNS SHALL BE SECURELY MOUNTED ON GALVANIZED STEEL CHANNEL POSTS.
4. INSTALL QUANTITY AND AT LOCATIONS REQUIRED BY CODE AND/OR AS INDICATED ON DRAWINGS. CONFIRM ALL HANDICAPPED SIGNAGE CODES.

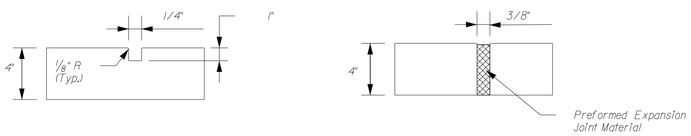


ADA SIGN DETAIL



Stall dimension measured from inside to inside striping

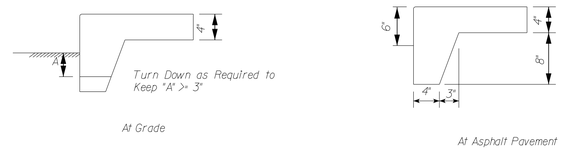
TYPICAL DISABLED PARKING



Dummy Joint

Expansion Joint

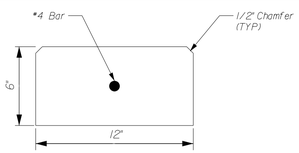
SIDEWALK JOINT DETAILS



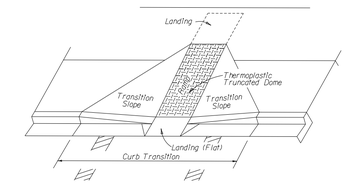
At Grade

At Asphalt Pavement

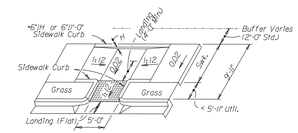
SIDEWALK TURNDOWN DETAILS



12" RIBBON CURB DETAIL

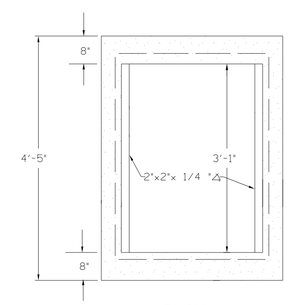


PICTORIAL VIEW



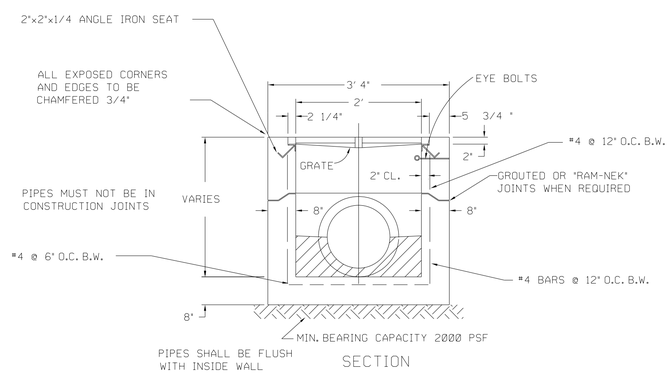
SIDEWALK W/ 5' UTILITY STRIP

ADA CROSSWALK DETAIL



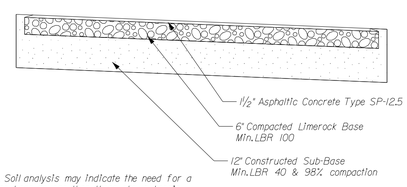
PLAN

NOTE: CONC. DESIGN



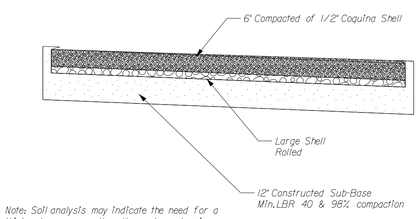
SECTION

STORM SEWER TYPE "C" INLET



Note: Soil analysis may indicate the need for a thicker base course than those shown herein. The pavement thickness shown herein are not intended to be absolute, but are preliminary criteria & may be modified to accomodate the bearing capacities of various subgrades.

TYPICAL PAVEMENT DETAILS



Note: Soil analysis may indicate the need for a thicker base course than those shown herein. The pavement thickness shown herein are not intended to be absolute, but are preliminary criteria & may be modified to accomodate the bearing capacities of various subgrades.

TYPICAL COQUINA DRIVEWAY
AND PARKING DETAILS

No.	By	Date	Revision
K			
J			
I			
H			
G			
F			
E			
D	MP	5/7/18	C.D.F.B.TRC REVIEW
C	MP	3/20/18	MODIFIED PER OWNER & ASSOCIATION COMMENTS
B	MP	2/21/18	MODIFIED PER OWNER & ASSOCIATION COMMENTS
A	MP	12/15/17	TRC REVIEW

Scale:

Project Mgr: AG

Designed by: AG

Drawn by: MP

QA/QC: BM

Gillette & Associates, Inc.
20 South 4th Street
Fernandina Beach, FL 32034

Certificate of Authorization No. 9332

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G & A
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FERNANDINA BEACH, FL 32034
PHONE: (904) 261-8819

HOLY TRINITY CHURCH

HOLY TRINITY SCHOOL

MISCELLANEOUS DETAILS

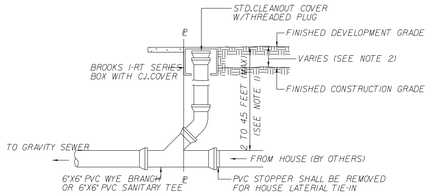
Registered Professional

Sheet No.
MDT-1
11 of 13

Issue Date
MAY 7, 2018

Project No.
17-10.51

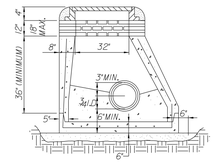
$$FileName$$
$$time$$



NOTE:

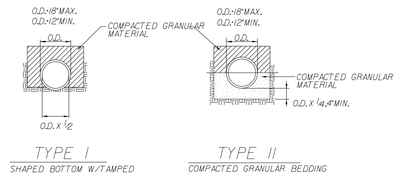
1. DEPTH OF CLEANOUT SHALL BE SET BY DISTANCE TO HOUSE CONNECTION @ 1/4" PER FOOT, PLUS ONE FOOT.
2. CONTRACTOR TO COORDINATE DEPTH WITH DEVELOPER.

CLEANOUT



SHALLOW MANHOLE

TYPE "C" MANHOLE



CLASS "B"

BEDDING DETAILS

1. ALL MANHOLES SHALL BE PRECAST CONCRETE AND CONFORM TO ASTM C-478 STANDARDS. MANHOLE CONES AND RISERS SHALL BE CONSTRUCTED OF 4,000 PSI. TYPE II CEMENT WITH RIVER ROCK OR GRANITE AGGREGATE.

2. ALL PIPES SHALL BE CONNECTED TO THE MANHOLE USING A LOCK JOINT FLEXIBLE MANHOLE SLEEVE (ASTM C-923) OR APPROVED EQUAL.

3. THE EXTERIOR AND INTERIOR OF THE MANHOLE SHALL BE COATED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS WITH FABERTITE AS MANUFACTURED BY BRIGGS BITUMINOUS COMPOSITION COMPANY.

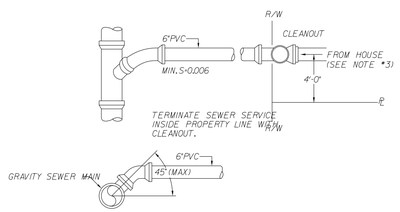
4. AN INSIDE PVC DROP MANHOLE (TYPE "B") SHALL BE REQUIRED FOR MANHOLES WHICH HAVE A DISTANCE OF 18 INCHES OR GREATER BETWEEN INFLUENT PIPE INVERT AND EFFLUENT PIPE INVERT. ALL OTHER DROPS SHALL HAVE A SLIDE CONSTRUCTED TO DIRECT THE FLOW INTO THE INVERT CHANNEL.

5. SEWER SERVICES SHALL BE CAST IRON IF 2½ FEET OF GROUND COVER CAN NOT BE MAINTAINED OVER THE SERVICE LINE.

6. ALL DUCTILE IRON SEWER PIPE, WHERE SPECIFIED, SHALL BE CLASS 51 AND COMPLY WITH ANSI/AWWA C150/A21.50 AND ANSI/AWWA C151/A21.51. DUCTILE IRON PIPE SHALL BE PROVIDED WITH A FACTORY APPLIED INTERIOR POLYETHYLENE LINING IN ACCORDANCE WITH ANSI/ASTM D1248.

7. THE MAXIMUM NUMBER OF DIPS IS ONE, 1-INCH DIP PER 135 LF OF PIPE. NO MORE THAN ONE DIP PER 135 LF OF PIPE. A DIP IS DEFINED AS A CHANGE IN ELEVATION OF 0.5' OR GREATER.

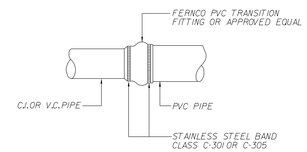
GRAVITY SEWER STANDARD SPECIFICATIONS



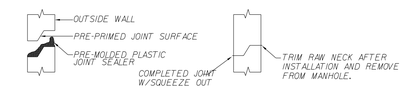
NOTE:

1. SEWER SERVICE SHALL BE INSTALLED 4'-0" INSIDE PROPERTY LINES.
2. TEMPORARY 4"x4"x8' POST, PAINTED RED AT TOP, TO BE INSTALLED FOR AIDING IN THE PROTECTION OF SEWER CLEAN OUTS. THE POST SHALL EXTEND 4' ABOVE GRADE.
3. CONNECTION FROM HOUSE TO UNF SYSTEMS SHALL BE A HARD CONNECTION. FLEXIBLE CONNECTIONS SHALL NOT BE USED.

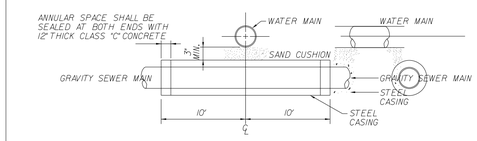
TYPICAL SEWER SERVICE



C.I. TO PVC COUPLING ADAPTER



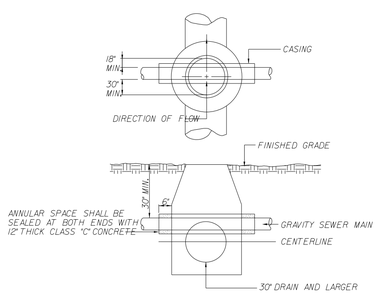
MANHOLE JOINT



NOTE:

1. SEWER MAIN SHALL BE ENCASED AS SHOWN ON THE ABOVE DETAIL WHERE LESS THAN 18 INCHES OF VERTICAL CLEARANCE IS MAINTAINED BETWEEN WATER MAIN AND SEWER MAIN.
2. CLASS 51 STEEL CASING SHALL BE SIZED FOR 2 INCHES PLUS THE OUTSIDE DIAMETER OF THE CARRIER PIPE JOINT.
3. THE ABOVE DETAIL APPLIES TO WATER MAINS ≥ 1 INCH DIAMETER AND LARGER

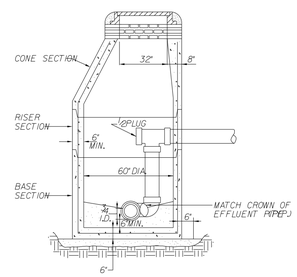
ENCASEMENT AT WATER LINE

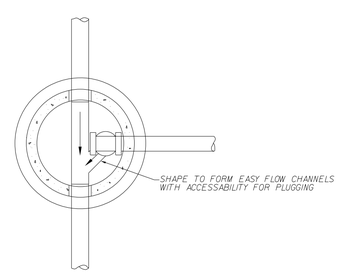


NOTE:

1. CASING PIPE SHALL BE PLACED ABOVE THE CENTERLINE OF THE CONFLICT DRAIN.
2. MANHOLE SHALL BE CONSTRUCTED IN COMPLIANCE WITH CITY OF JACKSONVILLE STANDARD SPECIFICATIONS AND DETAILS. (WHEN APPLICABLE)
3. INSIDE DIAMETER OF MANHOLE SHALL BE MINIMUM 5 FOOT.
4. EXTERIOR OF CASING PIPE SHALL BE COATED WITH AN ASPHALTIC BITUMINOUS COATING.
5. NO CARRIER PIPE JOINTS SHALL BE INSTALLED INSIDE OF CASING.
6. CLASS 51 CASING PIPE SHALL BE SIZED FOR 2 INCHES PLUS DIAMETER OF CARRIER PIPE JOINT.

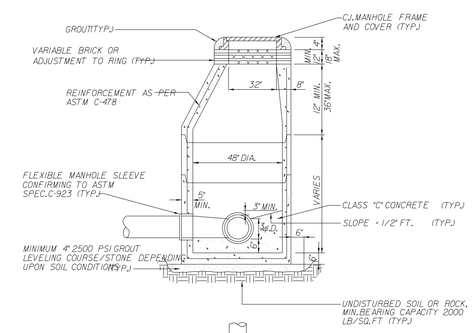
DRAIN CONFLICT

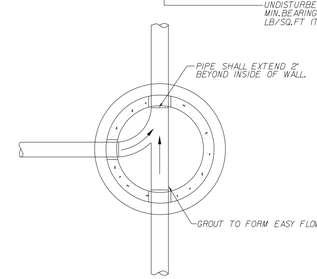




INSIDE PVC DROP CONNECTION TO MANHOLE

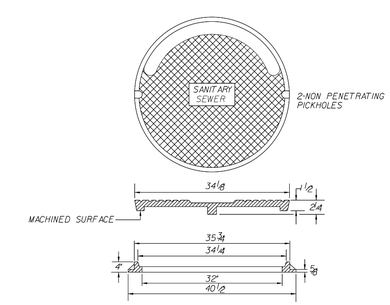
TYPE "B" MANHOLE





STANDARD PRECAST SANITARY MANHOLE

TYPE "A" MANHOLE



NOTE: ONE COAT OF ASPHALTIC PAINT

MANHOLE COVER

No.	By	Date	Revision
K			
J			
I			
H			
G			
F			
E			
D	MP	5/7/18	C.O.J.B.T.RC REVIEW
C	MP	3/20/18	MODIFIED PER OWNER & ASSOCIATION COMMENTS
B	MP	2/21/18	MODIFIED PER OWNER & ASSOCIATION COMMENTS
A	MP	12/15/17	TRC REVIEW

Scale:

Project Mgr: AG

Designed by: AG

Drawn by: MP

QA/QC: BM

Gillette & Associates, Inc.
20 South 4th Street
Fernandina Beach, FL 32034

Certificate of Authorization No. 9332

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FERNANDINA BEACH, FL 32034
PHONE: (904) 261-8819

HOLY TRINITY CHURCH

HOLY TRINITY SCHOOL

SEWER DETAILS

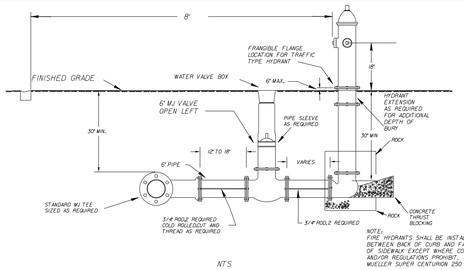
Registered Professional

Sheet No.
DT-2
12 of 13

Issue Date
MAY 7, 2018

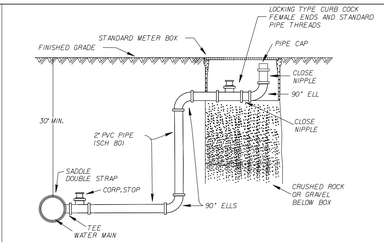
Project No.
17-10.51

$$FileName$$
$$time$$



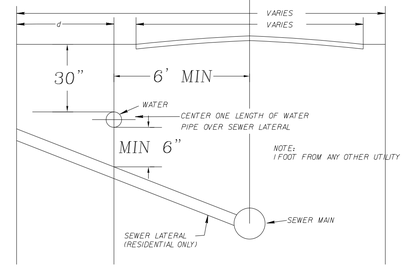
NTS

HYDRANT INSTALLATION WITH TIE RODS



NTS

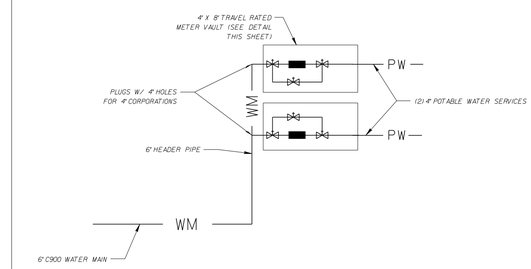
FLUSHING VALVE



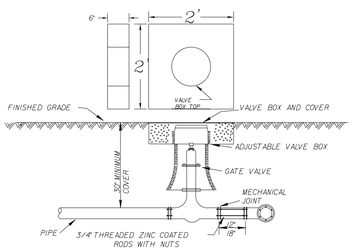
NOTES:

1. MAINTAIN MINIMUM 6' HORIZONTAL SEPARATION BETWEEN WATER AND WASTE WATER MAINS. WHERE THIS IS NOT POSSIBLE REPLACE WASTE WATER MAIN WITH DUCTILE IRON FOR THE LENGTH IN WHICH THE 10' HORIZONTAL SEPARATION CANNOT BE MAINTAINED. (BY OTHERS)
2. MAINTAIN MINIMUM 6' VERTICAL SEPARATION BETWEEN ALL WATER AND WASTE WATER MAINS.
3. MAINTAIN MINIMUM 12" SEPARATION BETWEEN ALL OTHER FACILITIES

HORIZONTAL AND VERTICAL CLEARANCES BETWEEN WATER AND SEWER MAINS

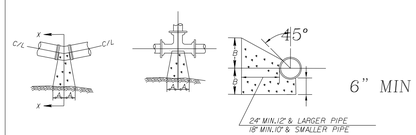


6" HEADER DETAIL



NTS

GATE VALVE & BOX DETAIL

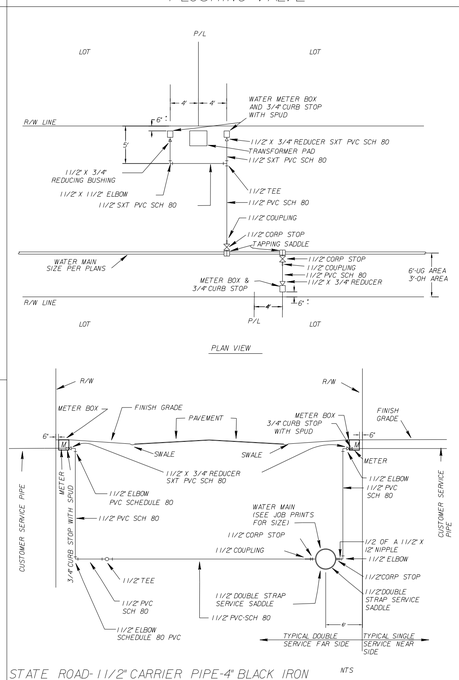


SIZE	1/4 BENDS A	1/4 BENDS B	CU FT CONC.	1/8 BENDS A	1/8 BENDS B	CU FT CONC.	1/16 BENDS A	1/16 BENDS B	CU FT CONC.	SIZE	TEE A	TEE B	CU FT CONC.
6"	16"	10"	3.2	9"	10"	3.0	6"	8"	1.3	6"	10"	12"	3.5
8"	22"	13"	7.2	12"	13"	3.7	8"	10"	2.1	8"	13"	16"	5.4
10"	26"	17"	11.5	14"	17"	5.9	10"	13"	3.6	10"	16"	20"	9.4
12"	29"	20"	20.1	16"	20"	8.6	11"	16"	5.6	12"	19"	24"	16.6
14"	35"	24"	29.8	19"	24"	14.9	12"	20"	8.9	14"	22"	27"	23.2
16"	38"	27"	37.8	21"	27"	18.1	12"	24"	11.2	16"	24"	30"	28.6
20"	47"									20"			

NOTE:
1. ALL BEARING SURFACES TO BE CARRIED TO UNDISTURBED SOIL.
2. THESE TABLES SHOW MINIMUM SIZE THRUST BLOCKS FOR GOOD SOIL. (A-1 THROUGH A-3, CLEAN SAND AND GRAVELS)
3. POOR SOIL (A-4 THROUGH A-8, SILTY SOILS, CLAYS, MUCK AND PEAT) WILL REQUIRE LARGER THRUST BLOCKS.

N.T.S.

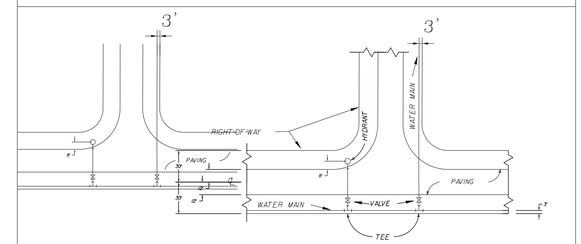
THRUST BLOCKS FOR BENDS & TEE'S



STATE ROAD- 11/2" CARRIER PIPE-4" BLACK IRON CASING FOR JACK AND BORE INSTALLATION.
COUNTY AND CITY- 11/2" CARRIER PIPE- 3" PVC CASING FOR JACK AND BORE INSTALLATION.

NTS

TYPICAL WATER SERVICE LOCATIONS

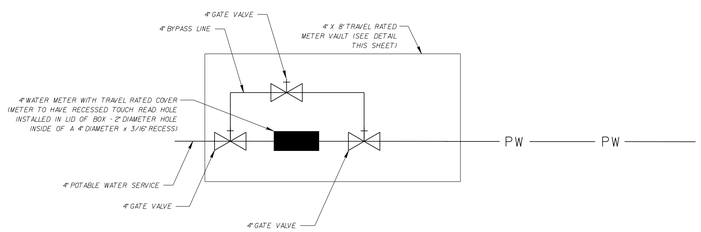


NTS

TYPICAL SECTION DETAIL

MINIMUM LENGTH TO BE RESTRAINED ON EACH SIDE OF FITTING (FEET)								
PIPE SIZE	11 1/4	22 1/2	45	90	TEE	VALVE	CAP	REDUCER
4	2	4	7	18	20	39	39	N/A
6	2	5	10	25	20	55	55	28
8	3	6	13	32	20	72	72	30
10	4	8	16	38	20	86	86	29
12	4	9	19	45	20	102	102	50
16	6	11	23	57	20	131	131	30

BELL RESTRAINT REQUIREMENTS

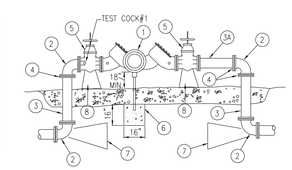


METER VAULT DETAIL

TIE RODS

TWO RODS ON ALL SIX INCH (6") PIPE
THREE RODS ON ALL EIGHT INCH (8") PIPE
FOUR RODS ON ALL TEN AND TWELVE INCH (10" & 12") PIPE

MATERIALS		
ITEM	QUANT.	DESCRIPTION
1	1	2.5"-10" VALVE, DOUBLE CHECK OR REDUCED PRESSURE
2	4	2.5"-10" BEND - 90° F-F
3	2	2.5"-10" D.I.P. (48" LONG) F-PE
3A	1	2.5"-10" D.I.P. (24" LONG) F-PE (OPT.X)
4	3	2.5"-10" FLANGE, D.I.P.
5	2	2.5"-10" VALVE, GATE, D.I., F-F, OS+Y (RESILIENT SEAT)
6	1	2" IRON PIPE/CONCRETE FOUNDATION
7	2	THRUST BLOCK
8	2	SUPPORT BLOCKING UNDER VALVES (6" AND LARGER SIZES)

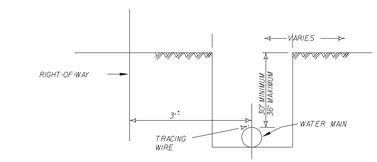


LARGE WATER SERVICE

DOUBLE CHECK AND REDUCED PRESSURE
BACKFLOW PREVENTER
SINGLE SERVICE: 2 1/2" - 10"

N.T.S.

BACKFLOW PREVENTER



NTS

WHITE PVC DR 25 C900 PIPE FOR ALL 4", 6", 8", 10" AND 12" MAINS
#10 UF SOIID TRACING WIRE TO BE INSTALLED ON TOP OF MAIN TAPED EVERY TEN FEET
PIPE LETTERING TO BE AT TOP OF PIPE WITH EDGE OF JOINT LINE VISIBLE AT BELL

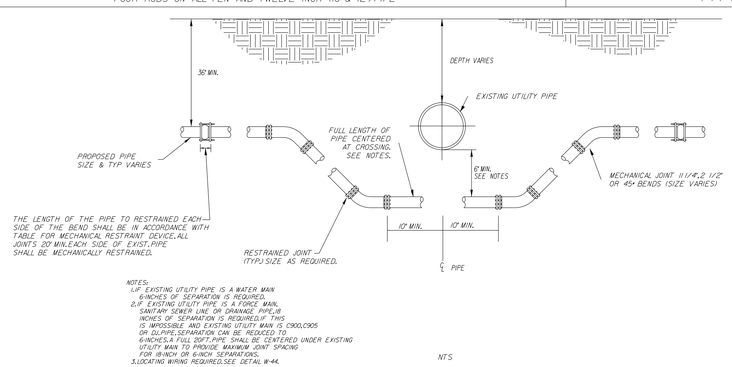
TRENCH DETAILS

CONTRACTORS ARE REQUIRED TO PIAINT NEW HYDRANTS SAFETY YELLOW AND MARK HYDRANTS. THE TOPS AND NOZZLE CAPS SHALL BE PAINTED WITH THE FOLLOWING CAPACITY INDICATOR COLOR SCHEME:
BLUE (SW4079) 1500GPM AND HIGHER
GREEN (SW4085) 1000-1499 GPM
ORANGE (SW4083) 500-999 GPM
RED (SW4081) LESS THAN 500 GPM

IT IS REQUIRED THAT ALL NEW AND RELOCATED WATER MAINS BE PRESSURE TESTED AND LEAKAGE TESTED IN ACCORDANCE WITH AWWA STANDARD C600.

IT IS REQUIRED THAT ALL NEW AND RELOCATED WATER MAINS BE DISINFECTED IN ACCORDANCE WITH AWWA STANDARD C651 AND RULE 62-555.345, F.A.C..

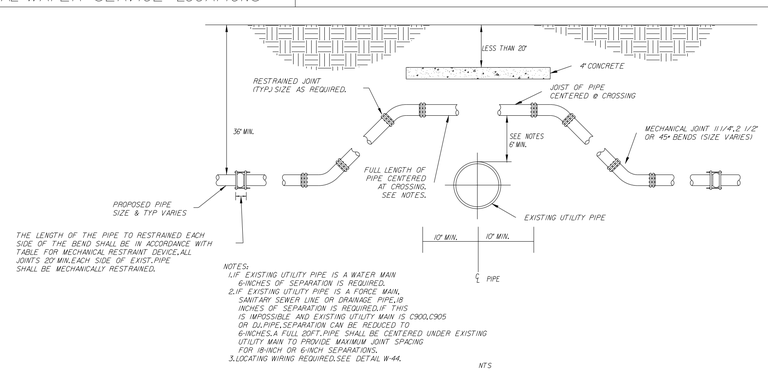
ALL WATER MAINS WILL BE CONSTRUCTED WITH BLUE C900-DR25 PIPE
ALL WATER SERVICES WILL CONSTRUCTED WITH WHITE PVC SCHEDULE 80 PIPE. BLUE SPRAY PAINT WILL BE APPLIED TO THE TOP SURFACE.
JOINT RESTRAINERS MAY BE USED IN PLACE OF THRUST BLOCKS ON C900, DR25 PIPE. WITH APPROVAL OF THE CITY UTILITIES DEPARTMENT.



NOTES:
1. IF EXISTING UTILITY PIPE IS A WATER MAIN 6-INCHES OF SEPARATION IS REQUIRED.
2. IF EXISTING UTILITY PIPE IS A FORCE MAIN, SANITARY SEWER LINE OR DRAINAGE PIPE, 18 INCHES OF SEPARATION IS REQUIRED. IF THIS IS IMPOSSIBLE AND EXISTING UTILITY MAIN IS C900, C905 OR DI, PIPE, SEPARATION CAN BE REDUCED TO 6-INCHES. A FULL 20FT. PIPE SHALL BE CENTERED UNDER EXISTING UTILITY MAIN TO PROVIDE MAXIMUM JOINT SPACING FOR 18-INCH OR 6-INCH SEPARATIONS.
3. LOCATING WIRING REQUIRED. SEE DETAIL W-44.

NTS

UTILITY CONFLICT DETAIL "B"



NOTES:
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3. LOCATING WIRING REQUIRED. SEE DETAIL W-44.

NTS

UTILITY CONFLICT DETAIL "A"

WATER SPECIFICATIONS

SCALE: NTS
DATE: 8/5/98
DRAWN BY: VLT
REVISED BY: JMM
DATE: 6/20/06

CITY OF FERNANDINA BEACH
FERNANDINA BEACH, FLORIDA 32034

No.	By	Date	Revision
K			
J			
I			
H			
G			
F			
E			
D	MP	5/7/18	C.D.F.B. TRC REVIEW
C	MP	3/20/18	MODIFIED PER OWNER & ASSOCIATION COMMENTS
B	MP	2/21/18	MODIFIED PER OWNER & ASSOCIATION COMMENTS
A	MP	12/15/17	TRC REVIEW

Scale:
Project Mgr: AG
Designed by: AG
Drawn by: MP
QA/QC: BM

Gillette & Associates, Inc.
20 South 4th Street
Fernandina Beach, FL 32034

Certificate of Authorization No. 9332

DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFERENCE. DRAWING IS REDUCED IF LESS THAN 22" x 34"

G & A
GILLETTE & ASSOCIATES, INC
20 SOUTH 4TH STREET
FERNANDINA BEACH, FL 32034
PHONE: (904) 261-8819

HOLY TRINITY CHURCH

HOLY TRINITY SCHOOL

WATER DETAILS

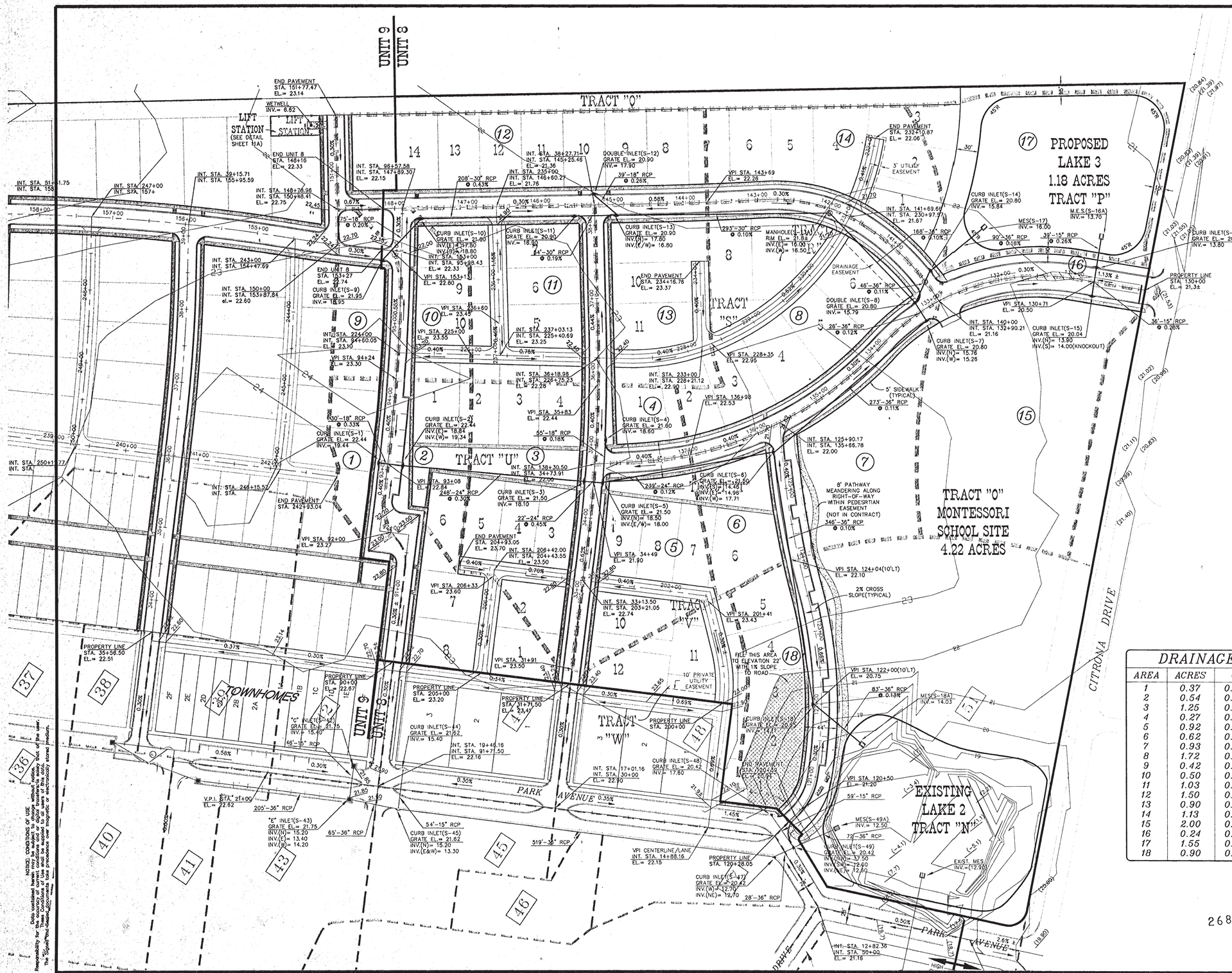
Registered Professional

Sheet No.
DT-3
13 of 13

Issue Date
MAY 7, 2018

Project No.
17-10.51

$$FileName$$
$$time$$



DRAINAGE AREA TABLES

AREA	ACRES	C	TC	I(5 YR)	Q
1	0.37	0.70	20	4.69	1.21
2	0.54	0.70	20	4.69	1.77
3	1.25	0.70	20	4.69	4.10
4	0.27	0.70	20	4.69	0.89
5	0.92	0.70	20	4.69	3.02
6	0.62	0.70	20	4.69	2.04
7	0.93	0.70	20	4.69	3.05
8	1.72	0.70	20	4.69	5.65
9	0.42	0.70	20	4.69	1.38
10	0.50	0.70	20	4.69	1.64
11	1.03	0.70	20	4.69	3.38
12	1.50	0.70	20	4.69	4.92
13	0.90	0.70	20	4.69	2.95
14	1.13	0.70	20	4.69	3.71
15	2.00	0.70	20	4.69	6.57
16	0.24	0.70	20	4.69	0.79
17	1.55	0.70	20	4.69	5.09
18	0.90	0.70	20	4.69	2.95

NOTES CONDITIONS OF USE
Data contained herein may be subject to change without notice.
Responsibility for the accuracy of current conditions and or digital transfers is solely that of the user.
The "Signed/Seal" design documents take precedence over magnetic or electronically stored medium.

26859-3

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Jax Service Center
SJRWMD

MICHAEL ANTONOPOULOS, P.E., REG. NO. 38620

FEB 21 2003

NO.	REVISIONS	DATE
1	REVISE SIDEWALK & ROW	02.17.03

Designed By: JAS/MA
Drawn By: JM SCHNEIDER
Checked By: M.ANTONOPOULOS
Date: JANUARY 9, 2003

PAVING & DRAINAGE PLAN

MICHAEL ANTONOPOULOS ASSOCIATES
ENGINEERS, PLANNERS, AND DEVELOPMENT MANAGERS
Jacksonville, Florida 32207 (904) 396-5593
home@maassengineers.com

AMELIA PARK UNIT 8

SHEET NUMBER 4 PDP

JOB NUMBER 2015

C:\AJOBS\AOAD\2015\WAPS\UNIT8\2015PDP.dwg, Tue Feb 18 13:26:52 2003 Antonopoulos & Associates, Inc. "JAS"

AMELIA PARK CODE

PUD MODIFICATION
FERNANDINA BEACH, FLORIDA
AMELIA PARK DEVELOPMENT
JUNE 2002

AMENDED
SEPTEMBER 5, 2006
(CU 2006-45)

RECEIVED

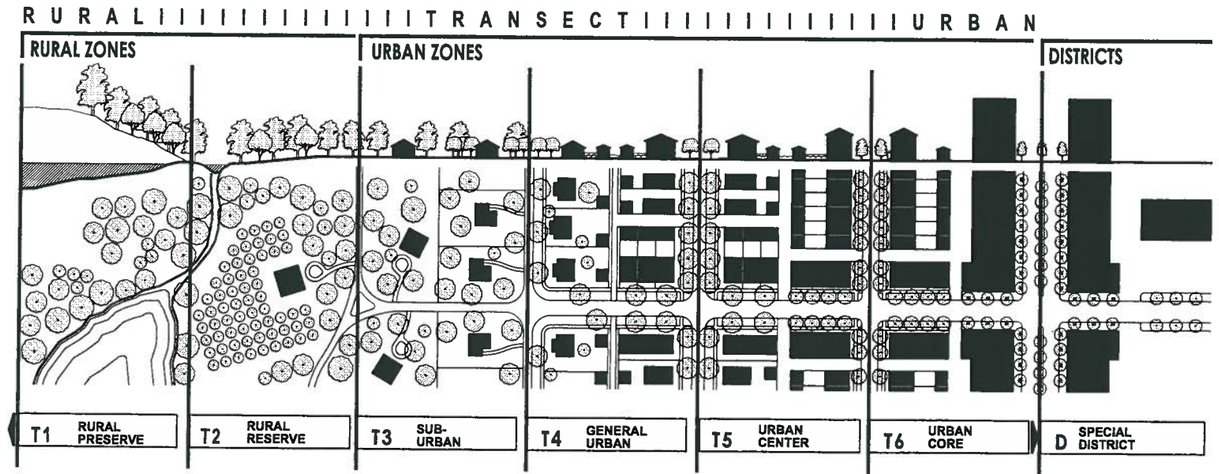
DEC 21 2006

PLANNING & ZONING
FERNANDINA BEACH, FLORIDA

- **The Transect:** a system of classification deploying the conceptual range rural-to-urban to arrange in useful order the typical elements of urbanism. The transect is a natural ordering system, as every urban element easily finds a place within its continuum. For example, a street is more urban than a road, a curb more urban than a swale, a brick wall more urban than a wooden one, an allee of trees more urban than a cluster. This gradient when rationalized and subdivided, becomes the urban Transect, the basis of a common zoning system.

The continuum of the Transect, when subdivided, forms the basis of the zoning categories: Rural, Sub-Urban, General Urban, Urban Center and Urban Core.

The **Transect** technique is derived from ecological analysis where it is applied to present the sequence of natural habitat from shore-dune-upland or wetland-woodland-prairie.



LESS DENSITY	MORE DENSITY
PRIMARILY RESIDENTIAL USE	PRIMARILY MIXED USE
SMALLER BUILDINGS	LARGER BUILDINGS
MOST BUILDINGS DETACHED	MOST BUILDINGS ATTACHED
DEEP SETBACKS	SHALLOW SETBACKS
ROTATED FRONTAGES	ALIGNED FRONTAGES
ARTICULATED MASSING	SIMPLE MASSING
OPEN SWALES	RAISED CURBS
ROADS & LANES	STREETS & ALLEYS
PARKS & GREENS	PLAZAS & SQUARES
PATHS & TRAILS	SIDEWALKS & PASSAGES
LESS WALKABLE	MORE WALKABLE
THREE-WAY INTERSECTIONS	FOUR-WAY INTERSECTIONS
OPPORTUNISTIC PARKING	DEDICATED PARKING
LARGER CURB RADIUS	SMALLER CURB RADIUS
SPORADIC LIGHTING	REGULAR LIGHTING
CURVILINEAR THOROUGHFARES	RECTILINEAR THOROUGHFARES
PICTURESQUE PLANTING	REGULAR PLANTING
MIXED TREE CLUSTERS	SINGLE TREE SPECIES
LOCAL GATHERING PLACES	REGIONAL INSTITUTIONS
WOODEN BUILDINGS	MASONRY BUILDINGS
PITCHED ROOFS	FLAT ROOFS
OVERHANGING EAVES	TAUT CORNICES
FENCES	STREET WALLS

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Revision Date: 06-11-02; 9215-Booklet.indd

GENERAL

This Code is conceived and administered to guide the building of the balance of Amelia Park. The Code assures that all new buildings are harmonious with each other and within the language of the traditional architecture of the surrounding areas. The Code further assures that the community adheres to a neighborhood structure having the following characteristics:

- The neighborhood is limited in size by a five-minute walking distance, approximate, from edge to center.
- Residences, shops, workplaces, and civic buildings are included in close proximity.
- A variety of thoroughfares serve the needs of the pedestrian and the automobile equitably.
- Public open spaces in the form of squares, parks, and playgrounds provide places for informal social activity and recreation.
- Building frontages in disciplined alignment define the public space.
- Civic buildings reinforce the identity of the community, providing places for purposeful assembly.

Civic buildings are exempted from the provision of this Code, their design is to be negotiated with the Amelia Park Architectural Review Board office (ARB).

In matters of urban structure, the provisions of the Code shall take precedence over the Fernandina Beach Zoning Code. In matters of health and safety, the Fernandina Beach Zoning Code shall take precedence over the provisions of the Code.

Variances to provisions of the Regulating Plan are considered unique and not to set a precedent. A variance is the allowance of a practice consistent with the general intent but not a specific provision of this Code. A Variance may be granted administratively by the Amelia Park ARB office on the basis of unusual programmatic requirements, site constraints, or hardship and architectural merit as determined by Amelia Park ARB office.

The Amelia Park Code *consists of five documents to be used in conjunction:*

REGULATING PLAN

A map showing the various zoning categories with precision. The Regulating Plan also shows the form and location of public open spaces, and the type and trajectories of the various thoroughfares.

URBAN STANDARDS

A matrix of text and/or diagrams that regulates those aspects of private buildings which affect the public realm. The urban standards vary according to the zoning categories of the Regulating Plan. The urban standards define the streetscape and the building use. The standards defining streetscape encourage the provision of certain building types and frontage elements which influence social behavior. Building use is a matrix of text that describes the uses permitted in each of the zoning categories. The uses include residential, lodging, office and retail, each to various degrees, with emphasis on mixed use wherever possible. Parking needs are correlated to the various uses.

THOROUGHFARE STANDARDS

A matrix of drawings, specifications, and dimensions that assembles vehicular and pedestrian ways into sets, specialized in both capacity and character. These specify roadways, sidewalks, planters, street trees, and street lights. The combinations range from urban to rural. They are assigned to appropriate locations in the Regulating Plan.

CITY ENFORCED

ARCHITECTURAL STANDARDS

A matrix of text that specifies the materials and configurations permitted for walls, roofs, openings, and facades intended to produce visual compatibility among disparate building types. The standards relate to the vernacular building traditions of the region, thus inheriting a suitable response to climate. Because urban quality is enhanced by architectural harmony but is not dependant on it, the provisions of the architectural standards may range from liberal to strictly deterministic.

LANDSCAPE STANDARDS

A list of plant species with instructions regarding their location and planting pattern. The lists are separated into those pertaining to public areas and to private lots. The planting lists are coordinated toward achieving a coherent forestation of the urban fabric. The selection and disposition of the planting is intended to support the urban-to-rural transect and to create an ecosystem harmonious with the region.

ARB ENFORCED

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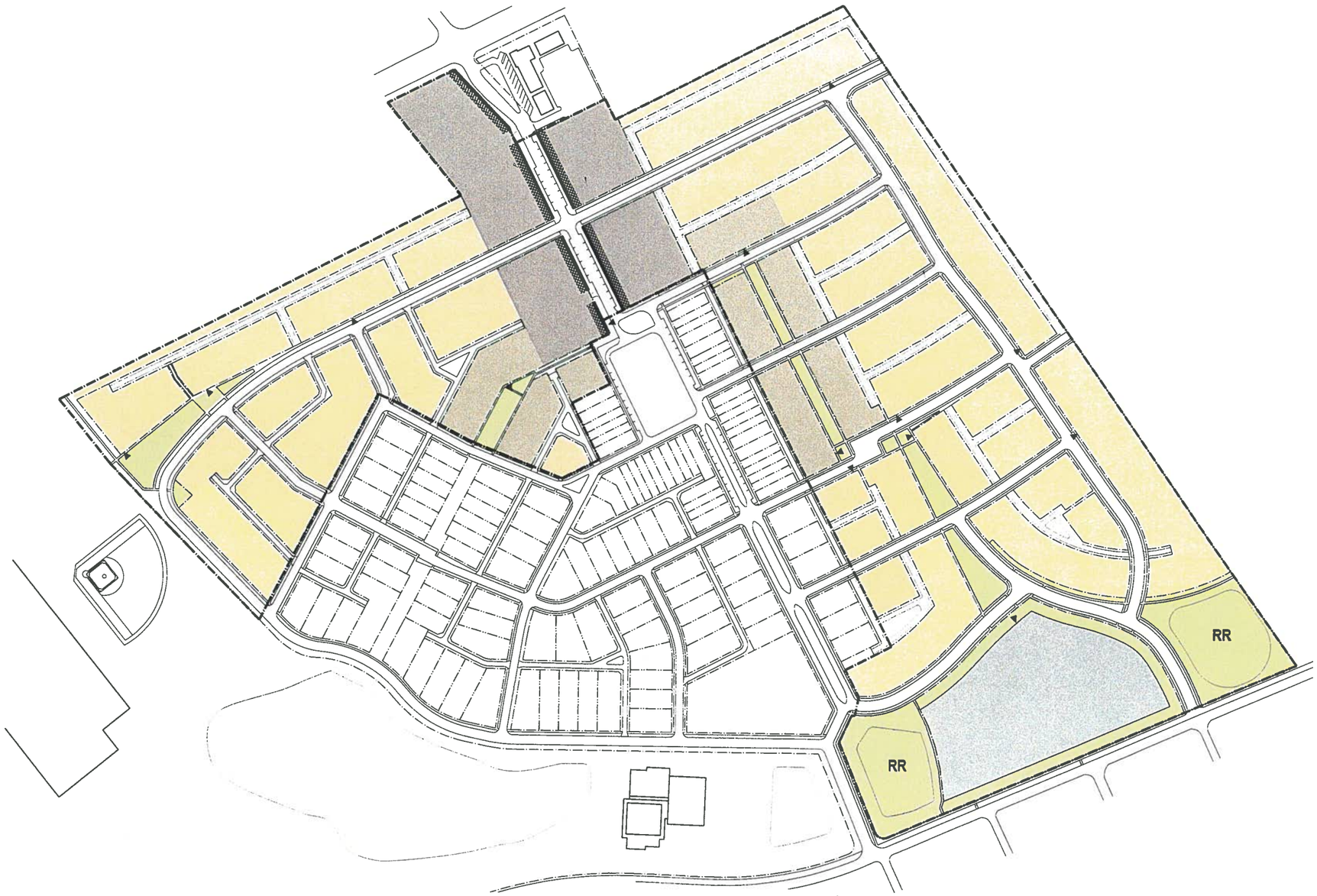
REGULATING PLAN



- T6- CORE
- T5- URBAN CENTER
- T4- GENERAL URBAN
- T3- SUB - URBAN
- RP T2- RURAL PRESERVE
- RR T1- RURAL RESERVE
- CIVIC SPACE RESERVATION
- CIVIC BUILDING RESERVATION
- TERMINATED VISTA
- BUILD TO LINE
- MANDATORY COMMERCIAL

N

0 75 100 300 600

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AMELIA PARK, FERNANDINA BEACH, FLORIDA

CODE
REGULATING PLAN

2015 Regulating Plan

PROPOSED REGULATING PLAN

Note: This Regulating Plan supersedes previous Regulating Plans only for the Subject Properties (Parcels 1, 2, 3 and 4). See previously approved Regulating Plans for allowable development outside of the Subject Properties.

Allowable Uses/Building Use Standards:

Parcels 1 and 2. Only single-family, detached and/or townhouse residential use is allowed. Group homes and resort rental uses are not allowed.

Parcels 3 and 4. The following uses are allowed:

Residential – Only single-family, detached and/or townhouses. Group homes and resort rental uses are not allowed.

Commercial – Uses are limited to book and stationery stores, photography or art studios, professional offices, and specialty and gift shops. These nonresidential uses are allowable only on parcels that front on Park Avenue, and shall be limited solely to the ground floor of the "Mixed-Use" building type. There shall be no mandatory commercial on Park Avenue.

Parking:
The number of residences is limited by the requirement of 1.5 assigned parking spaces for each residence. The area available for office use is limited by the requirement of (1) assigned parking space for 250 sq. ft. of net office space. The area available for other non-residential uses is limited by the requirement of three (3) assigned parking spaces for each 1,000 sq. ft. of gross floor area. Designated on-street parking may be used to satisfy parking requirements.

In the event of a conflict, the above described allowable uses and parking requirements, as applicable, shall supersede and replace the corresponding Land Development Code and Amelia Park Code T5 Building Use standards for the Subject Properties.

Urban Standards/Development Criteria: The T5 Urban Standards shall apply to the allowed uses, and shall establish the allowable building types for the Subject Properties with the following additional restrictions as to the Subject Properties only: (i) No three story structures, (ii) No Single Family House Type 1A permitted, (iii) No side or rear yards shall front on Park Avenue, (iv) No "granny flats" defined as apartments built above garages, (v) Townhouses shall be configured in buildings with not more than four (4) attached units, (vi) Only single family, detached residences are permitted when facing 15th Street, (vii) Building Types fronting Park Avenue must front with two (2) stories, unless otherwise approved by the Amelia Park Neighborhood Association Board ("APNA"), have a minimum ten foot (10') front yard setback and have minimum lot width of not less than required for the Building Type, (viii) the APNA must be consulted throughout the site planning and platting process, to include a joint site visit by the developer's engineer/site planner and APNA representative(s) before a site plan is prepared and before the platting process begins; and review by the APNA of the initial site plans and plat draft and all subsequent site plans and plat drafts, as revised based on APNA comments; and review by APNA of the final plat submitted to the City of Fernandina Beach; and all site plans and plats submitted to the City of Fernandina Beach shall include proof by the applicant of submittal to APNA, which proof may consist of affidavit, email or other reasonable documentation; (ix) a vegetative buffer between any commercial or mixed use and strictly residential structures of a minimum of twelve feet (12') along the western boundary of Parcel 4 and five feet (5') along the western boundary of Parcel 3; at developer(s) expense, install entrance-way delineation (marquee and buffer) within the Parcel 4 buffer similar in quality and character to that located at Amelia Park's eastern entrance at Citrona Rd. and Park Ave, (x) any developer shall install street lights as required by the City or request City to install and maintain street lights on the parcels along Park Ave to complete the string of existing City-maintained street lights along the length of Park Ave; (xi) a vegetative buffer to be preserved and/or created along the east property line of Parcel 1 for a distance coinciding with the depth of the easternmost platted lot facing Park Avenue and including any service alley, with a minimum width of ten feet (10'), as measured from the edge of the City of Fernandina Beach right of way on Azalea Street; and (xii) on Parcel 2, a vegetative buffer to be preserved and/or created, for a distance coinciding with the depth of the easternmost platted lot facing Park Avenue and including any service alley, with a minimum width of ten feet (10'), as measured from the west boundary of the existing walkway easement recorded in Official Records Book 1769, page 739 of the Nassau County public records, which buffer will be expanded to twenty feet (20') in width south of the easternmost lot on Parcel 2 and service alley and extend to the south property line of Parcel 2, (adjoining the existing garden walkway on adjacent parcels). Vegetative buffers on Parcels 1,2, and 4 described herein shall not be utilized to satisfy setback requirements for Building Types. All allowed uses shall be consistent with the quality and character (including sidewalks, rear loading garages with access via service lanes/alleys, landscaping, preservation of trees and natural green space) of the existing houses in Amelia Park, and the Amelia Park Neighborhood Association's Architectural Design Code, including application, review and approval shall apply. Following rezoning, and prior to plat approval, the owner of the Subject Properties consents and agrees to annex the Subject Properties into Amelia Park pursuant to that certain Partial Assignment of Declarant and Developer Rights recorded at Official Records Book 1769, page 747 of the Nassau County, Florida public records and shall thereafter be governed by Amelia Park's Declaration of Charter, Easements, Covenants and Restrictions, the Amelia Park Master Deed Restrictions and applicable Rules and Regulations, as each may be amended and the Amelia Park Neighborhood Association, Inc. shall have the authority to enforce the provisions of this sentence and the provisions of the penultimate sentence.

R U R A L I I I I I I I I I I I I I I I I T R A N S E C T I I I I I I I I I I I I I I I U R B A N

	T3 SUB-URBAN	T4 GENERAL URBAN	T5 URBAN CENTER - T6 URBAN CORE
RESIDENTIAL	**Restricted Residential:** The number of residences is restricted to one within a principal building and one within an ancillary building, and by the requirement of one assigned parking space for each. Both residences shall be under single ownership. The habitable area of the ancillary residence shall not exceed 720 sq. ft.	**Limited Residential:** The number of residences is limited by the requirement of 1.5 assigned parking spaces for each residence.	**Open Residential:** The number of residences is limited by the requirement of 1.5 assigned parking spaces for each residence. On street parking may be used to satisfy parking requirements. Residential use shall not occur on the ground floor with a mandatory commercial frontage.
LODGING	**None Allowed**	**Restricted Lodging:** The number of bedrooms available for lodging is restricted to one within an ancillary building, and by the requirements of one assigned parking for each leasable bedroom in addition to the parking requirement for each residence.	**Open Lodging:** The number of bedrooms available for lodging is limited by the requirement of one assigned parking space for each bedroom. On street parking may be used to satisfy parking requirements. Food service may be provided at all times.
OFFICE	**Restricted Office:** The area available for office use is restricted to in home office with no clients acces.	**Limited Office:** The area available for office use is limited to the first story of the principal building and/or to the ancillary building, and by the requirement of one assigned parking space for each 250 sq. ft. of net office space, in addition to the parking requirement for each residence.	**Open Office:** The area available for office use is limited by the requirement of one assigned parking space for each 250 sq. ft. of net office space. On street parking may be used to satisfy parking requirements.
RETAIL	**None Allowed**	**Limited Retail:** The area available for retail use is limited to the first story of buildings at corner locations but not more than one per block. The specific use shall be further limited to neighborhood store, child care, or limited food service seating no more than 10. The parking requirement shall be negotiated according to the specific activity.	**Open Retail:** The area available for retail use is limited by the requirement of three assigned parking space for each 1000 sq. ft. of gross retail space. On street parking may be used to satisfy parking requirements.

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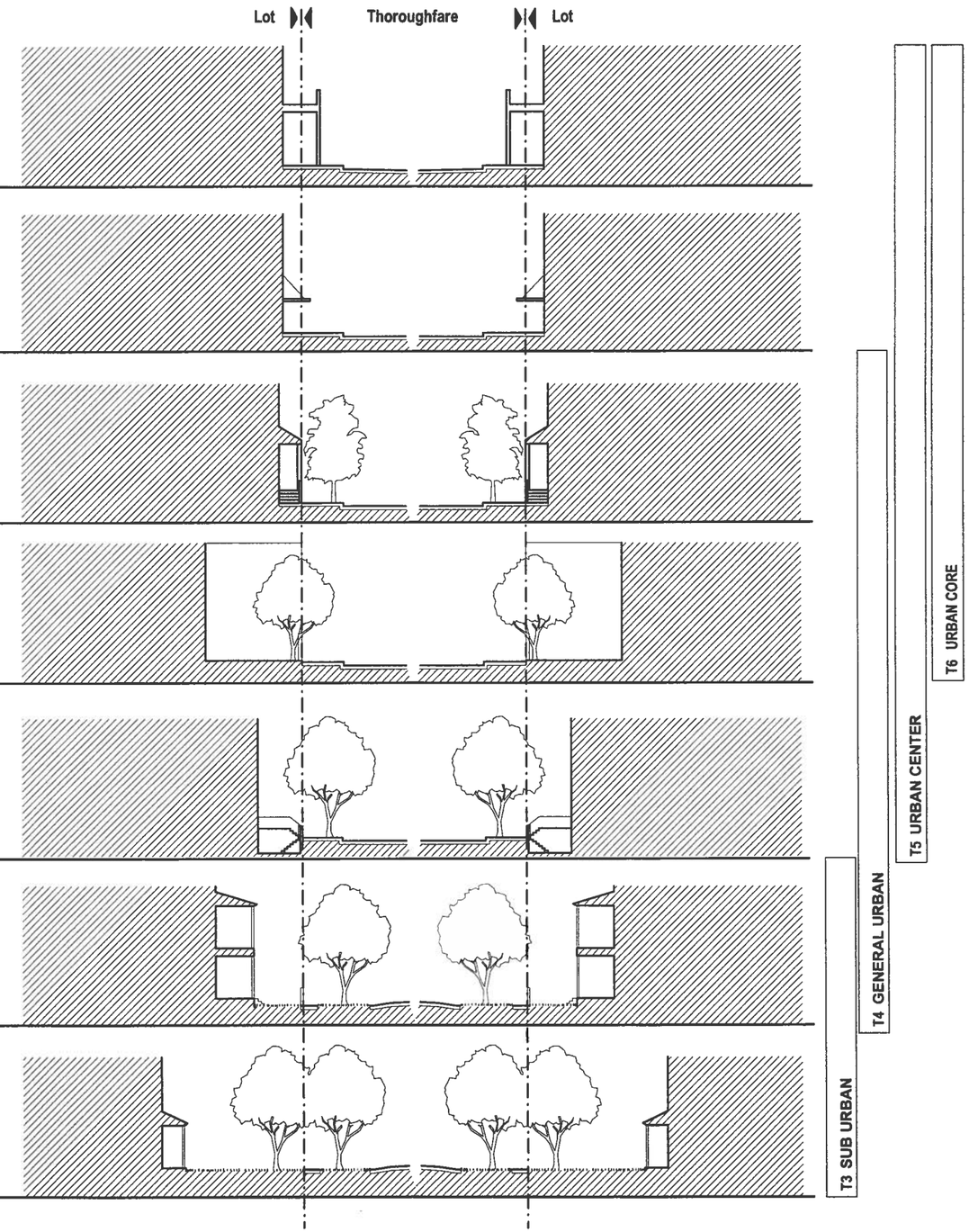
FRONTAGE STANDARDS

- **Frontage:** the privately held layer between the facade of a building and the lot line. The variables of frontage are the dimensional depth of the front yard and the combination of architectural elements such as fences, stoops, porches, and colonnades.

  The combination of the private frontage, the public streetscape and the types of thorougfare defines the character of the majority of the public realm. The combination of elements constitutes the layer between the private realm of buildings. It ranges in character from urban to rural as a function of the composition of their elements. These elements influence social behavior.



Gallery & Arcade: a facade is aligned on the frontage line with an attached colonnade or the building overlaps the sidewalk above while the ground story remains setback at the frontage line. This type is appropriate for commercial use. The arcade shall be no less than 10 ft wide.

Shopfront & Awning: a facade is aligned close to the frontage line with the entrance at sidewalk grade. This type is conventional for commercial use. It is commonly equipped with cantilevered shed roof or an awning overlapping the sidewalk

Porch & Stoop: a facade is aligned close to the frontage line with the ground story elevated from the sidewalk, securing privacy for the windows. This type is suitable for ground-floor residential uses at short setbacks with rowhouses and apartment buildings. This type may be interspersed with the shopfront.

Forecourt: a facade is aligned close to the frontage line with a portion of it set back. The forecourt created is suitable for gardens, vehicular drop-off, and utility off loading. This type should be used sparingly and in conjunction with the two frontage types above. Trees within the forecourts should be placed to have their canopies overhanging the sidewalks.

Dooryard & Light Court: a facade is set back from the frontage line with an elevated garden or terrace, or a sunken light court. This type can effectively buffer residential quarters from the sidewalk, while removing the private yard from public encroachment.

Porch & Fence: a facade is set back from the frontage line with an encroaching porch appended. The porch should be within a conversational distance of the sidewalk, while a fence at the frontage line may mark the yard. A great variety of porches is possible. Porches shall be no less than 8 ft wide.

Common Lawn: a facade set back substantially from the frontage line. The front yard thus created should remain unfenced and be visually continuous with adjacent yards. The ideal is to simulate buildings sitting in a common rural landscape. Common Lawns are suitable frontages for higher speed thoroughfares, as the large setback provides a buffer from the traffic.

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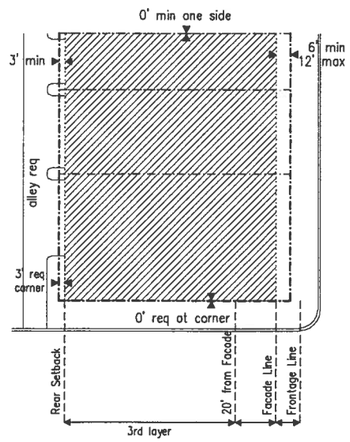
ZONING CATEGORY:
T6 - URBAN CORE
T5 - URBAN CENTER

BUILDING TYPE:
Mixed-Use Building

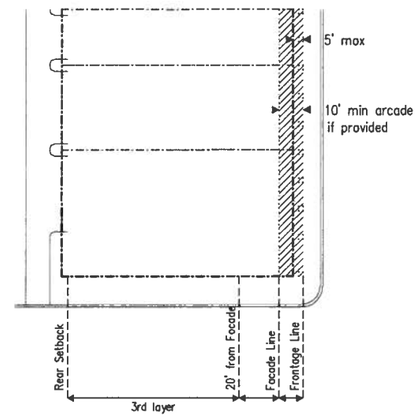
LOT:
Lot Width: 18 ft. min
Lot Depth: 100 ft. min

GENERAL NOTES:
These provisions may be superceded by specific notations on the Regulating Plan that may include mandatory build-to lines, mandatory retail frontages and terminated vista locations.



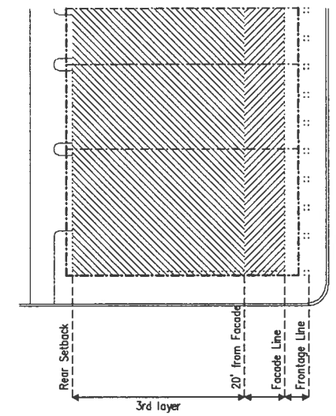
BUILDING PLACEMENT

1. Lot lines enfronting thoroughfares or open spaces are designated frontage lines and may be subject to special code requirements. At corner lots, one of the two frontage lines shall be designated the primary one.
2. Buildings shall have facades along frontage lines and elevations along lot lines.
3. The facades and elevations of a building shall be distanced from the frontage and lot lines as shown in the diagram.
4. Facades shall be set parallel to straight frontage lines, and parallel to the cord if broken or curved. Elevations may deviate from the trajectory of the lot lines.
5. Facades shall extend a minimum of 75% of the length of the frontage line. Where the facade is absent a streetwall shall be provided along the frontage line or the facade line.
6. Lot coverage for all buildings shall be a maximum of 95%.
7. The first layer is the area between the frontage line and the facade. The second layer is the area between the facade and a line 20 ft. behind. The third layer is the remainder of the lot.



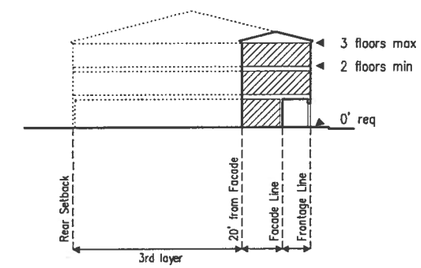
BUILDING ELEMENTS

1. Arcades may encroach 5 ft. into the Right-of-Way as shown in the diagram.
2. Facades may show no more than 4 outside corners to the principal frontage. Corners created by open porches are exempted from this limit.
3. Arcades if provided, shall be a minimum of 10 ft. in depth.
4. On corner lots, in the absence of building, a continuos garden wall shall be built along the third layer on the side elevation of minimum height 4 ft. and maximum height of 6 ft., this wall shall have a pedestrian gateway of minimum width of 3 ft. and at least two additional openings each no less than 2 sf. of square or vertical proportions.



PARKING PLACEMENT

1. The number of parking places provided shall be as required by the Building Use.
2. Both on-street and off-street parking shall count towards the fulfillment of the parking requirement.
3. The required off-street parking shall be placed within the third layer as shown in the diagram.
4. Trash containers shall be located within the third layer shown in the diagram.



BUILDING HEIGHT

1. The maximum overall building height shall be measured in number of stories, each story not to exceed 14 ft. clear.
2. The heights of building elements shall be measured from sidewalk grade taken anywhere along the principal frontage line.
3. A portion of the building no greater that 250 sq. ft. may exceed the height limit, subject to approval by the ARB office.
4. Streetwalls at frontage lines shall be between +2.5 and +4.5 ft. in height.
5. Walls at and behind the front facade line shall be at 6 ft. max.
6. The minimum building height applies only along the second layer.

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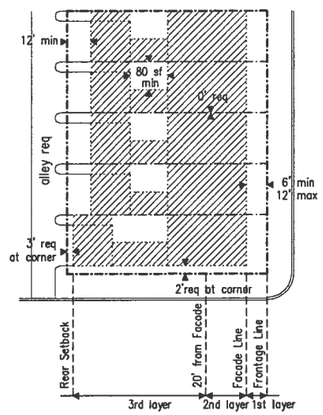
ZONING CATEGORY:
T6 - URBAN CORE
T5 - URBAN CENTER

BUILDING TYPE:
Townhouse

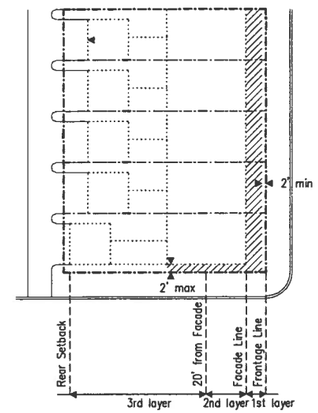
LOT:
Lot Width: 36 ft. max
Lot Depth: 90 ft. min

GENERAL NOTES:
These provisions may be superceded by specific notations on the Regulating Plan that may include mandatory build-to lines, mandatory retail frontages and terminated vista locations.



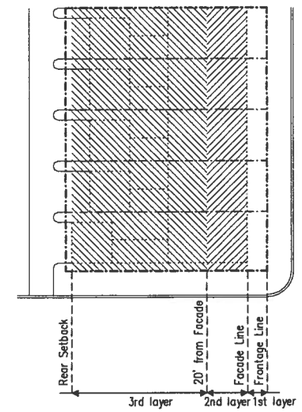
BUILDING PLACEMENT

1. Lot lines enfronting thoroughfares or open spaces are designated frontage lines and may be subject to special code requirements. At corner lots, one of the two frontage lines shall be designated the primary one.
2. Buildings shall have facades along frontage lines and elevations along lot lines.
3. The facades and elevations of a building shall be distanced from the frontage and lot lines as shown in the diagram.
4. Facades shall be set parallel to straight frontage lines, and parallel to the cord if broken or curved. Elevations may deviate from the trajectory of the lot lines.
5. Facades shall extend a minimum of 75% of the length of the frontage line. Where the facade is absent a streetwall shall be provided along the frontage line or the facade line.
6. Lot coverage for all buildings shall be a maximum of 85%.
7. Accessory buildings are optional. If provided, they shall be disposed as shown in the diagram.
8. The first layer is the area between the frontage line and the facade. The second layer is the area between the facade and a line 20 ft. behind. The third layer is the remainder of the lot.



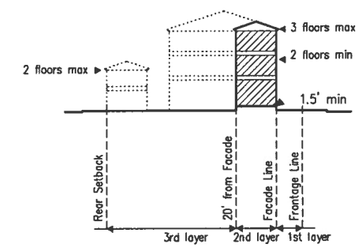
BUILDING ELEMENTS

1. Balconies, stoops, bay windows, porches may encroach into the setbacks as shown in the diagram.
2. Facades may show no more than 4 outside corners to the principal frontage. Corners created by open porches are exempted from this limit.
3. Porches shall be a minimum of 8 ft in depth.
4. Bay windows on facades shall be no more than 4 ft. in depth.
5. On corner lots, in the absence of building, a continuos garden wall shall be built along the third layer on the side elevation of minimum height 4 ft. and maximum height of 6 ft., this wall shall have a pedestrian gateway of minimum width of 3 ft. and at least two additional openings each no less than 2 sf. of square or vertical proportions.



PARKING PLACEMENT

1. The number of parking places provided shall be as required by the Building Use.
2. Both on-street and off-street parking shall count towards the fulfillment of the parking requirement.
3. The required off-street parking shall be placed within the third layer as shown in the diagram.
4. Trash containers shall be located within the third layer shown in the diagram.



BUILDING HEIGHT

1. The maximum overall building height shall be measured in number of stories, each story not to exceed 14 ft. clear.
2. The heights of building elements shall be measured from sidewalk grade taken anywhere along the principal frontage line.
3. A portion of the building no greater that 250 sq. ft. may exceed the height limit, subject to approval by the ARB Office.
4. Streetwalls at frontage lines shall be between +2.5 and +4.5 ft. in height.
5. Walls at and behind the front facade line shall be at 6 ft. max.
6. The minimum building height applies only along the second layer.

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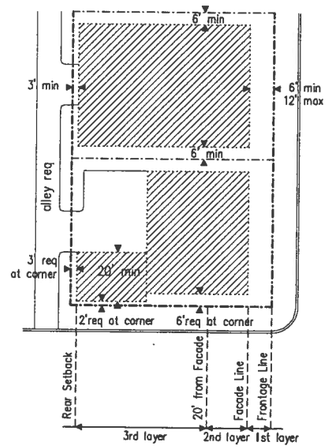
ZONING CATEGORY:
T4 - GENERAL URBAN

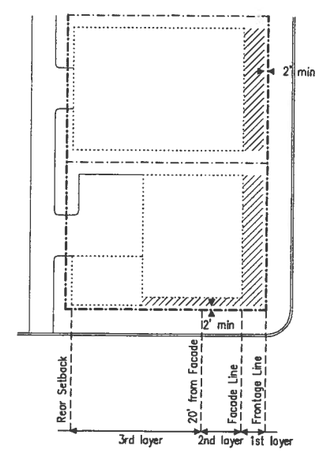
BUILDING TYPE:
Multifamily
LOT:
Lot Width: 72 ft. min
Lot Depth: 100 ft. min

GENERAL NOTES:
These provisions may be superceded by specific notations on the Regulating Plan that may include mandatory build-to lines, mandatory retail frontages and terminated vista locations.



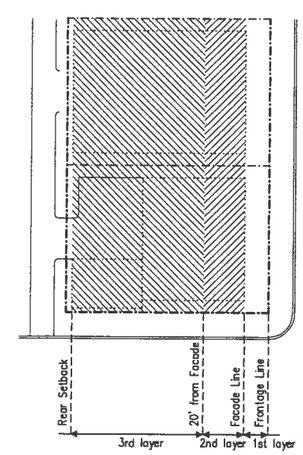
BUILDING PLACEMENT

1. Lot lines enfronting thoroughfares or open spaces are designated frontage lines and may be subject to special code requirements. At corner lots, one of the two frontage lines shall be designated the primary one.
2. Buildings shall have facades along frontage lines and elevations along lot lines.
3. The facades and elevations of a building shall be distanced from the frontage and lot lines as shown in the diagram.
4. Facades shall be set parallel to straight frontage lines, and parallel to the cord if broken or curved. Elevations may deviate from the trajectory of the lot lines.
5. Facades shall extend a minimum of 60% of the length of the frontage line. Where the facade is absent a streetwall shall be provided along the frontage line or the facade line.
6. Lot coverage for all buildings shall be a maximum of 75%.
7. The first layer is the area between the frontage line and the facade. The second layer is the area between the facade and a line 20 ft. behind. The third layer is the remainder of the lot.



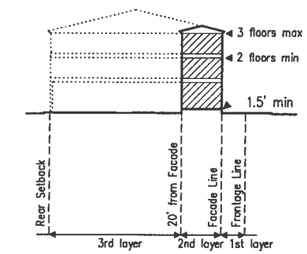
BUILDING ELEMENTS

1. Balconies, porches, bay windows may encroach into the setbacks as shown in the diagram.
2. Facades may show no more than 4 outside corners to the principal frontage. Corners created by open porches are exempted from this limit.
3. Porches shall be a minimum of 8 ft in depth.
4. Bay windows on facades shall be no more than 4 ft. in depth.
5. On corner lots, in the absence of building, a continuos garden wall shall be built along the third layer on the side elevation of minimum height 4 ft. and maximum height of 6 ft., this wall shall have a pedestrian gateway of minimum width of 3 ft. and at least two additional openings each no less than 2 sf. of square or vertical proportions.



PARKING PLACEMENT

1. The number of parking places provided shall be as required by the Building Use.
2. Both on-street and off-street parking shall count towards the fulfillment of the parking requirement.
3. The required off-street parking shall be placed within the third layer as shown in the diagram.
4. Trash containers shall be located within the third layer shown in the diagram.



BUILDING HEIGHT

1. The maximum overall building height shall be measured in number of stories, each story not to exceed 14 ft. clear.
2. The heights of building elements shall be measured from sidewalk grade taken anywhere along the principal frontage line.
3. A portion of the building no greater that 250 sq. ft. may exceed the height limit, subject to approval by the ARB office.
4. Streetwalls at frontage lines shall be between +2.5 and +4.5 ft. in height.
5. Fences and garden walls at and behind the front facade line shall be at 6 ft. max.
6. The minimum building height applies only along the second layer.

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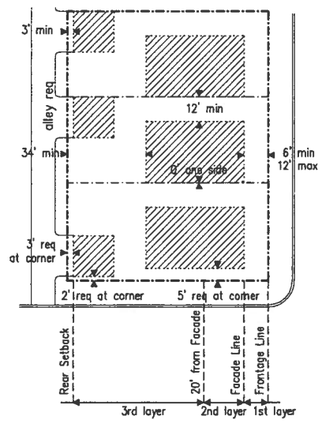
ZONING CATEGORY:
T5 - URBAN CENTER
T4 - GENERAL URBAN

BUILDING TYPE:
Single Family House I

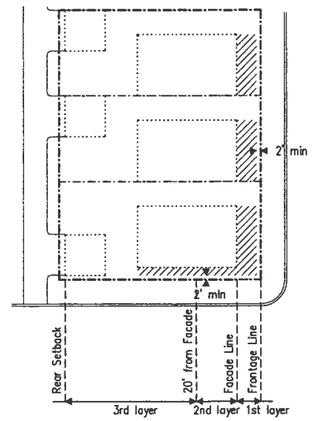
LOT:
Lot Width: 42 ft. min / 50 ft. max
Lot Depth: 100 ft. min

GENERAL NOTES:
These provisions may be superceded by specific notations on the Regulating Plan that may include mandatory build-to lines, mandatory retail frontages and terminated vista locations.



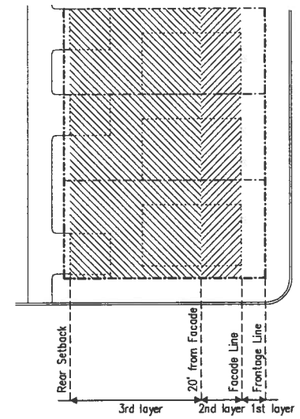
BUILDING PLACEMENT

1. Lot lines enfronting thoroughfares or open spaces are designated frontage lines and may be subject to special code requirements. At corner lots, one of the two frontage lines shall be designated the primary one.
2. Buildings shall have facades along frontage lines and elevations along lot lines.
3. The facades and elevations of a building shall be distanced from the frontage and lot lines as shown in the diagram.
4. Facades shall be set parallel to straight frontage lines, and parallel to the cord if broken or curved. Elevations may deviate from the trajectory of the lot lines.
5. Facades shall extend a minimum of 60% of the length of the frontage line.
6. Lot coverage for all buildings shall be a maximum of 75%.
7. Accessory buildings are optional. If provided, they shall be disposed as shown in the diagram.
8. The first layer is the area between the frontage line and the facade. The second layer is the area between the facade and a line 20 ft. behind. The third layer is the remainder of the lot.



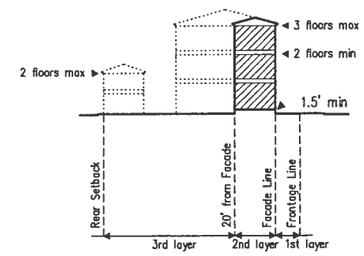
BUILDING ELEMENTS

1. Balconies, porches, bay windows may encroach into the setbacks as shown in the diagram.
2. Facades may show no more than 4 outside corners to the principal frontage. Corners created by open porches are exempted from this limit.
3. Porches shall be a minimum of 8 ft in depth.
4. Bay windows on facades shall be no more than 4 ft. in depth.



PARKING PLACEMENT

1. The number of parking places provided shall be as required by the Building Use.
2. Both on-street and off-street parking shall count towards the fulfillment of the parking requirement.
3. The required off-street parking shall be placed within the third layer as shown in the diagram.
4. Trash containers shall be located within the third layer shown in the diagram.



BUILDING HEIGHT

1. The maximum overall building height shall be measured in number of stories, each story not to exceed 14 ft. clear.
2. The heights of building elements shall be measured from sidewalk grade taken anywhere along the principal frontage line.
3. A portion of the building with lot coverage no greater that 250 sq. ft. may exceed the height limit, subject to approval.
4. Streetwalls at frontage lines shall be between +2.5 and +4.5 ft. in height.
5. Fences and garden walls at and behind the front facade line shall be at 6 ft. max.
6. The minimum building height applies only along the second layer.

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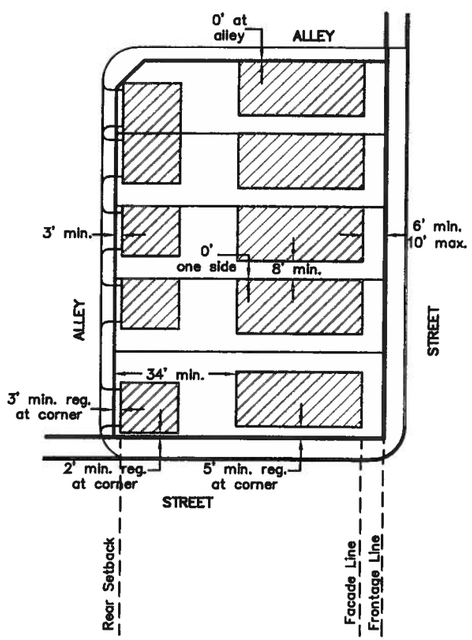
ZONING CATEGORY
T4 – GENERAL URBAN

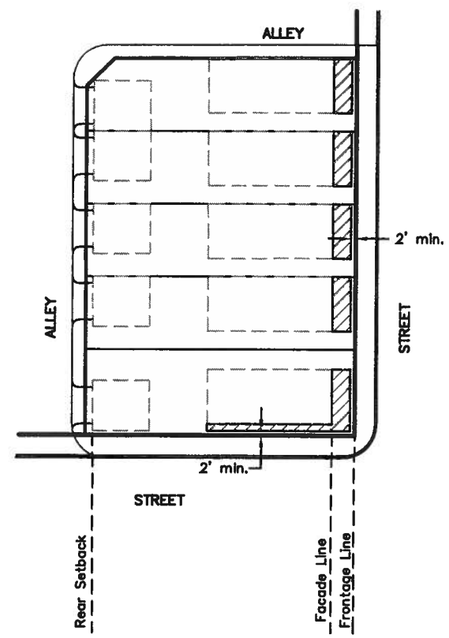
BUILDING TYPE:
Single Family House IA

LOT:
Lot Width: 32 ft. min.
Lot Depth: 100 ft. min.



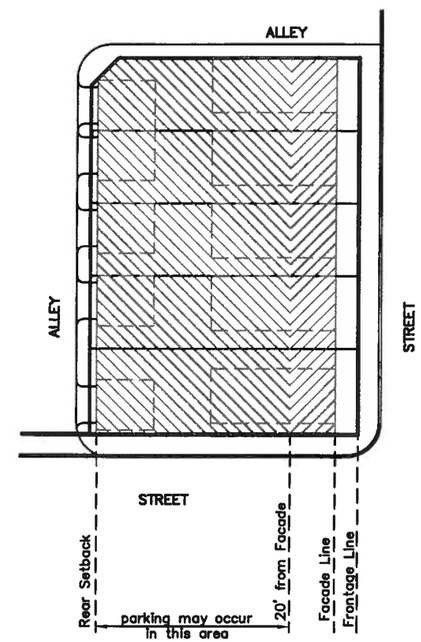
BUILDING PLACEMENT

1. Lot lines enfronting thoroughfares or open spaces are designated frontage lines and may be subject to special code requirements. At lot corners, one of the two frontage lines shall be designated the primary one.
2. Buildings shall have facades along frontage lines and elevations along lot lines.
3. Facades shall be set parallel to straight frontage lines and parallel to the cord if broken or curved. Elevations may deviate from the trajectory of the lot lines.
4. Facades shall extend a minimum of 60% of the length of the frontage line.
5. Lot coverage for all buildings shall be a maximum of 75%.
6. Accessory buildings are optional. If provided, they shall be disposed as shown in the diagram.



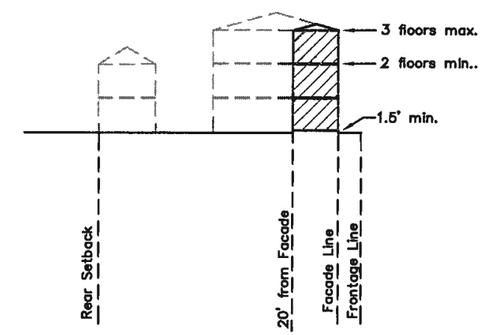
BUILDING ELEMENTS

1. Balconies, porches, bay windows may encroach into the setbacks as shown in the diagram.
2. Porches shall be a minimum of 8 ft. in depth.



PARKING PLACEMENT

1. The number of parking spaces provided shall be as required by the Building Use.
2. Both on–street and off–street parking shall count towards the fulfillment of the parking requirement.



BUILDING HEIGHT

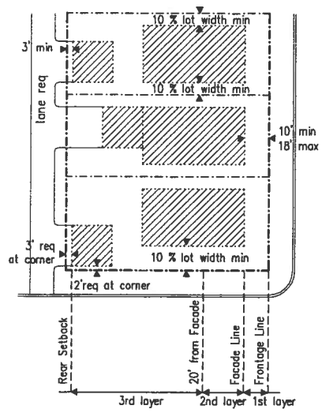
1. The maximum overall building height shall be measured in number of stories, each story not to exceed 14 ft. clear.
2. The heights of building elements shall be measured from sidewalk grade taken anywhere along the principal frontage line.
3. A portion of the building with lot coverage no greater than 250 sq. ft. may exceed the height limit, subject to approval.
4. Streetwalls at frontage lines shall be between +2.5 and +4.5 ft. in height.
5. Fences and garden walls at and behind the front facade line shall be at 6 ft. max.

ZONING CATEGORY:
T5 - URBAN CENTER
T4 - GENERAL URBAN

BUILDING TYPE:
Single Family House II

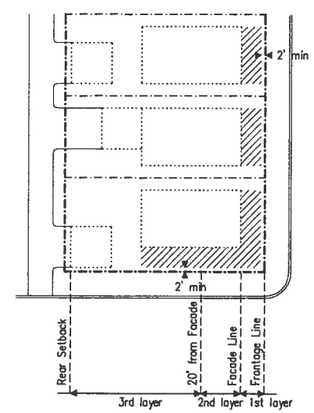
LOT:
Lot Width: 40 ft. min / 50 ft. max
Lot Depth: 90 ft. min

GENERAL NOTES:
These provisions may be superceded by specific notations on the Regulating Plan that may include mandatory build-to lines, mandatory retail frontages and terminated vista locations.



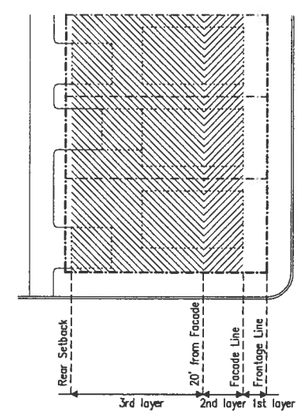
BUILDING PLACEMENT

1. Lot lines enfronting thoroughfares or open spaces are designated frontage lines and may be subject to special code requirements. At corner lots, one of the two frontage lines shall be designated the primary one.
2. Buildings shall have facades along frontage lines and elevations along lot lines.
3. The facades and elevations of a building shall be distanced from the frontage and lot lines as shown in the diagram.
4. Facades shall be set parallel to straight frontage lines, and parallel to the cord if broken or curved. Elevations may deviate from the trajectory of the lot lines.
5. Facades shall extend a minimum of 60% of the length of the frontage line. Where the facade is absent a streetwall shall be provided along the frontage line or the facade line.
6. Lot coverage for all buildings shall be a maximum of 75%.
7. Accessory buildings are optional. If provided, they shall be disposed as shown in the diagram.
8. The first layer is the area between the frontage line and the facade. The second layer is the area between the facade and a line 20 ft. behind. The third layer is the remainder of the lot.



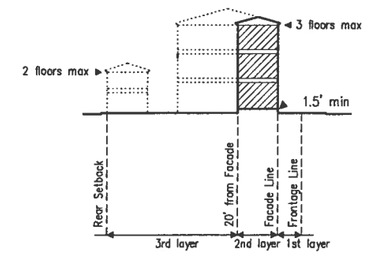
BUILDING ELEMENTS

1. Balconies, porches, bay windows may encroach into the setbacks as shown in the diagram.
2. Facades may show no more than 4 outside corners to the principal frontage. Corners created by open porches are exempted from this limit.
3. Porches shall be a minimum of 8 ft in depth.
4. Bay windows on facades shall be no more than 4 ft. in depth.



PARKING PLACEMENT

1. The number of parking places provided shall be as required by the Building Use.
2. Both on-street and off-street parking shall count towards the fulfillment of the parking requirement.
3. The required off-street parking shall be placed within the third layer as shown in the diagram.
4. Trash containers shall be located within the third layer shown in the diagram.



BUILDING HEIGHT

1. The maximum overall building height shall be measured in number of stories, each story not to exceed 14 ft. clear.
2. The heights of building elements shall be measured from sidewalk grade taken anywhere along the principal frontage line.
3. A portion of the building no greater that 250 sq. ft. may exceed the height limit, subject to approval by the ARB office.
4. Fences and garden walls at frontage lines shall be between +2.5 and +4.5 ft. in height.
5. Fences and garden walls at and behind the front facade line shall be at 6 ft. max.

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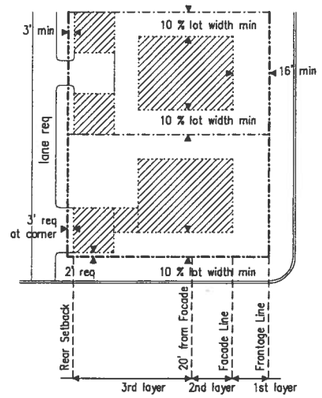
ZONING CATEGORY:
T3 - SUB-URBAN

BUILDING TYPE:
Single Family House III

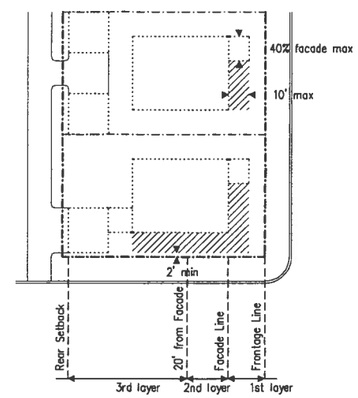
LOT:
Lot Width: 50 ft. min / 100 ft. max
Lot Depth: 100 ft. min

GENERAL NOTES:
These provisions may be superceded by specific notations on the Regulating Plan that may include mandatory build-to lines, mandatory retail frontages, mandatory arcade frontages, terminated vista locations, recommended tower locations, and parking reserve areas.



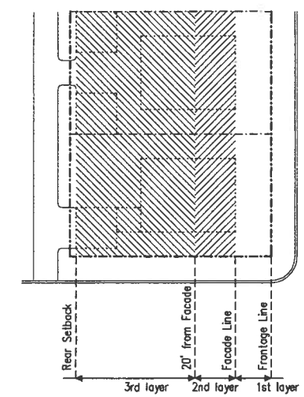
BUILDING PLACEMENT

1. Lot lines enfronting thoroughfares or open spaces are designated frontage lines and may be subject to special code requirements. At corner lots, one of the two frontage lines shall be designated the primary one.
2. Buildings shall have facades along frontage lines and elevations along lot lines.
3. The facades and elevations of a building shall be distanced from the frontage and lot lines as shown in the diagram.
4. Facades shall be set parallel to straight frontage lines, and parallel to the cord if broken or curved. Elevations may deviate from the trajectory of the lot lines.
5. Facades shall extend a minimum of 40% of the length of the frontage line.
6. Lot coverage for all buildings shall be a maximum of 65%.
7. Accessory buildings are optional. If provided, they shall be disposed as shown in the diagram.
8. The first layer is the area between the frontage line and the facade. The second layer is the area between the facade and a line 20 ft. behind. The third layer is the remainder of the lot.



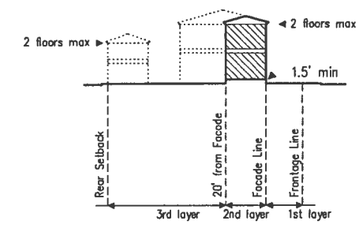
BUILDING ELEMENTS

1. Balconies and porches may encroach into the setbacks as shown in the diagram.
2. Facades may show no more than 4 outside corners to the principal frontage. Corners created by open porches are exempted from this limit.
3. Porches shall be a minimum of 8 ft in depth.
4. Porches may be enclosed a portion no greater than 40% of the facade.



PARKING PLACEMENT

1. The number of parking places provided shall be as required by the Building Use.
2. The required off-street parking shall be placed within the third layer as shown in the diagram.
3. Parking shall be access from rear lane.
4. Trash containers shall be located within the third layer shown in the diagram.



BUILDING HEIGHT

1. The maximum overall building height shall be measured in number of stories, each story not to exceed 14 ft. clear.
2. The heights of building elements shall be measured from sidewalk grade taken anywhere along the principal frontage line.
3. A portion of the building no greater that 250 sq. ft. may exceed the height limit, subject to approval by the ARB office.
4. Fences at frontage lines shall be between +2.5 and +4.5 ft. in height.
5. Fences and garden walls at and behind the front facade line shall be at 6 ft. max.

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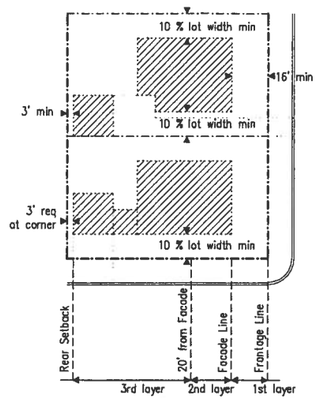
ZONING CATEGORY:
T3 - SUB-URBAN

BUILDING TYPE:
Single Family House IV

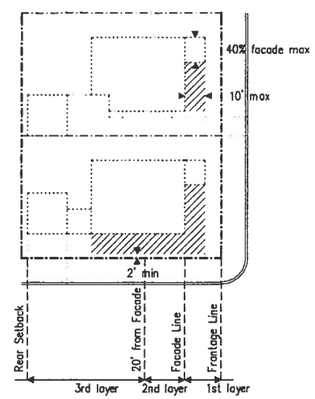
LOT:
Lot Width: 60 ft. min / 100 ft. max
Lot Depth: 100 ft. min

GENERAL NOTES:
These provisions may be superceded by specific notations on the Regulating Plan that may include mandatory build-to lines, mandatory retail frontages, mandatory arcade frontages, terminated vista locations, recommended tower locations, and parking reserve areas.



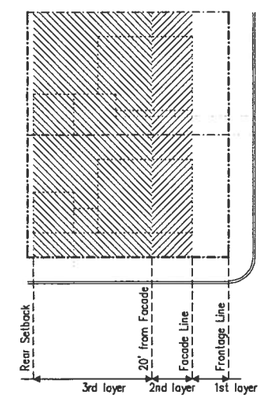
BUILDING PLACEMENT

1. Lot lines enfronting thoroughfares or open spaces are designated frontage lines and may be subject to special code requirements. At corner lots, one of the two frontage lines shall be designated the primary one.
2. Buildings shall have facades along frontage lines and elevations along lot lines.
3. The facades and elevations of a building shall be distanced from the frontage and lot lines as shown in the diagram.
4. Facades shall be set parallel to straight frontage lines, and parallel to the cord if broken or curved. Elevations may deviate from the trajectory of the lot lines.
5. Facades shall extend a minimum of 40% of the length of the frontage line.
6. Lot coverage for all buildings shall be a maximum of 60%.
7. Accessory buildings are optional. If provided, they shall be disposed as shown in the diagram.
8. The first layer is the area between the frontage line and the facade. The second layer is the area between the facade and a line 20 ft. behind. The third layer is the remainder of the lot.



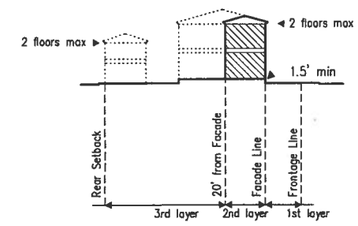
BUILDING ELEMENTS

1. Balconies and porches may encroach into the setbacks as shown in the diagram.
2. Facades may show no more than 4 outside corners to the principal frontage. Corners created by open porches are exempted from this limit.
3. Porches shall be a minimum of 8 ft in depth.
4. Porches may be enclosed a portion no greater than 40% of the facade.



PARKING PLACEMENT

1. The number of parking places provided shall be as required by the Building Use.
2. The required off-street parking shall be placed within the third layer as shown in the diagram.
3. Parking may be acces from the front or rear.
4. Trash containers shall be located within the third layer shown in the diagram.



BUILDING HEIGHT

1. The maximum overall building height shall be measured in number of stories, each story not to exceed 14 ft. clear.
2. The heights of building elements shall be measured from sidewalk grade taken anywhere along the principal frontage line.
3. A portion of the building no greater that 250 sq. ft. may exceed the height limit, subject to approval by the ARB office.
4. Fences at frontage lines shall be between +2.5 and +4.5 ft. in height.
5. Fences and garden walls at and behind the front facade line shall be at 6 ft. max.

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THOROUGHFARE STANDARDS

Thoroughfare: the urban element that provides the major part of the public space as well as moving lanes for vehicles. A thoroughfare is endowed with two attributes: capacity and character. **Capacity** is the number of vehicles that can move safely through a segment of a thoroughfare within a given time period. It is physically manifested by the number of lanes and their width, by the center line radius, the curb radius, and the superelevation of the pavement. **Character** is the suitability of a thoroughfare as a setting for pedestrian activities and as a location for a variety of building types. Character is physically manifested by the associated frontage types as determined by the location within the Transect.

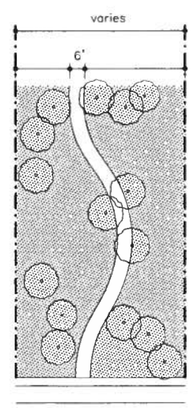
THOROUGHFARE TYPES

PT: Path
PS: Passage
LA: Lane
AL: Alley
RD: Road
DR: Drive
ST: Street
CS: Commercial Street
AV: Avenue

Thoroughfare Type
Right-Of-Way Width
Pavement Width

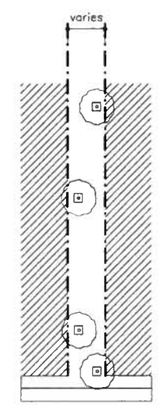
ST-57-20

Path: a pedestrian way traversing a park or the countryside. Paths should connect directly with the sidewalk network.



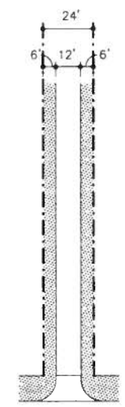
PT-Varies

Passage: a pedestrian connector passing between two buildings. Passages provide shortcuts through long blocks and connect rear parking areas with street frontages. Passages may be roofed over and lined by shopfronts.



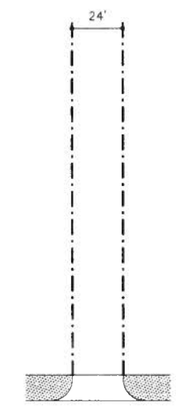
PS-Varies

Lane: a vehicular access way located to the rear of more rural lots providing access to parking and outbuildings and utility easements. Lanes are paved as lightly as possible (to driveway standards) and may be just gravel or left unpaved, and should be as rural as possible in character.



LA-24-12

Alley: a narrow vehicular access way to the rear of more urban lots providing service areas, parking access, and utility easements. Alleys, as they are used by trucks and must accommodate dumpsters, should be paved from building face to building face, with drainage by inverted crown at the center.



AL-24-24

	PT-Varies	PS-Varies	LA-24-12	AL-24-24
Precedent	N/A	N/A	N/A	N/A
Thoroughfare Type	Path	Passage	Lane	Alley
Movement	Pedestrian Only	Pedestrian Only	Yield Movement	Slow Movement
Design Speed	N/A	N/A	15 MPH	20 MPH
R.O.W. Width	Varies	Varies.	24 ft.	24 ft.
Pavement Width	N/A	N/A	12 ft.	24 ft.
Traffic Flow	N/A	N/A	Two Ways	Two Ways
Number of Parking Lanes	N/A	N/A	None	None
Curb Type	N/A	N/A	Inverted Crown	Inverted Crown
Curb Radius	N/A	N/A	15 ft. max.	15 ft. max.
Planter Width	Varies	Varies	6 ft. Each	None
Planter Type	Continuous	Individual	Continuous	N/A
Planter Pattern	Cluster	Occasional	None	N/A
Sidewalks	One	One	None	None
Sidewalk Width	One 6 ft. - Multiple 4 ft.	Varies.	N/A	N/A

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THOROUGHFARE STANDARDS

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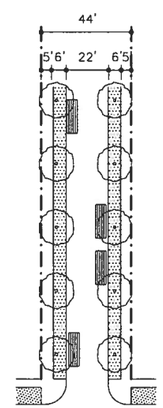
Thoroughfare Type
Right-Of-Way Width
Pavement Width

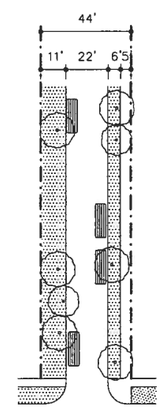
ST-57-20

Road: a local thoroughfare suitable for General, Sub-Urban and Rural Reserve Zones. Roads provide frontage for low density buildings such as houses. A road tends to be rural in character, without curbs or striped on-street parking. A road with parking is typically used where garages are served by a rear lane.



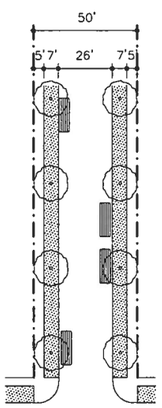
RD-44-22

Drive: a thoroughfare along the boundary between an urbanized and a natural condition, usually a waterfront or a park. The urbanized side of a drive retains the character of a typical thoroughfare within that zone, while the other side should be designed as part of the adjacent civic space. The streetscape details may vary as the drive passes from one zone to another.



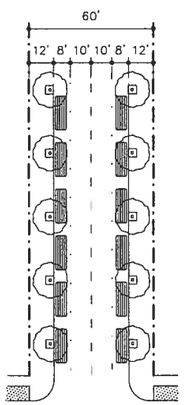
DR-44-22

Street: a local thoroughfare suitable for General, Center, and Core Urban Zones. Streets provide frontage for higher-density buildings such as offices, shops, apartment buildings, and rowhouses. A street is urban in character, with raised curbs, closed drainage, wide sidewalks, parallel parking, and trees in individual planting areas. Character may vary somewhat, however, responding to the enfronting commercial and residential uses.



ST-50-26

Commercial Street: a local thoroughfare suitable for Center and Core Urban Zones, providing frontage for higher-density mixed-use buildings such as shophouses, shops, and offices. It is urban in character with raised curbs, storm-drain inlets, and striped on-street parking. A single species of trees, planted in opportunistic alignment and confined by individual planters, create a sidewalk of maximum width, with areas accommodating street furniture. Clear trunks and high canopies are necessary to avoid shopfronts, signage, and awnings.



CS-60-36

	RD-44-22	DR-44-22	ST-50-26	CS-60-36
Precedent	N/A	N/A	N/A	N/A
Thoroughfare Type	Road	Drive	Residential Street	Commercial Street
Movement	Yield Movement	Slow Movement	Yield Movement	Speed Movement
Design Speed	20 MPH	20 MPH	20 MPH	25 MPH
R.O.W. Width	44 ft.	44 ft.	50 ft.	60 ft.
Pavement Width	22 ft includes 1 ft. Gutter	22 ft includes 1 ft. Gutter	26 ft. includes 1 ft. Gutter	36 ft. Includes 1 ft. Gutter
Traffic Flow	Two Ways	Two Ways	Two Ways	Two Ways
Number of Parking Lanes	Both Sides	Both Sides	Both Sides	Both Sides
Curb Type	Gutter	Gutter	Raised	Raised
Curb Radius	15 ft. max.	15 ft. max.	15 ft. max.	15 ft. max.
Planter Width	6 ft includes 6" Curb	11ft / 6 ft. includes 6" Curb	7 ft includes 6" Curb	4 ft. min. includes 6" Curb
Planter Type	Continuous	Continuous	Continuous	Individual
Planter Pattern	Allee 40 ft. o.c.	Clusters	Allee 40 ft. o.c.	Allee 40 ft. o.c.
Sidewalks	Both Sides	One Side	Both Sides	Both Sides
Sidewalk Width	5 ft.	5 ft.	5 ft.	12 ft.

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Thoroughfare: the urban element that provides the major part of the public space as well as moving lanes for vehicles. A thoroughfare is endowed with two attributes: capacity and character. **Capacity** is the number of vehicles that can move safely through a segment of a thoroughfare within a given time period. It is physically manifested by the number of lanes and their width, by the center line radius, the curb radius, and the superelevation of the pavement. **Character** is the suitability of a thoroughfare as a setting for pedestrian activities and as a location for a variety of building types. Character is physically manifested by the associated frontage types as determined by the location within the Transect.

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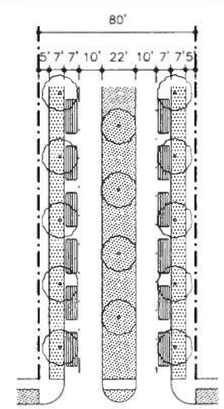
AV: Avenue

Thoroughfare Type
Right-Of-Way Width
Pavement Width

ST-57-20

Avenue: a local thoroughfare suitable for General, Center, and Core Urban Zones. Avenues are appropriate as approaches to civic buildings. The general principle is that of an elongated plaza. The median may be wide enough to hold monuments or even buildings. In residential areas, the median may be wider and planted naturalistically to become a greenway. The streetscape details may vary as the avenue passes from one zone to another.



AV-80-34

Precedent	N/A
Thoroughfare Type	Avenue
Movement	Speed Movement
Design Speed	35 MPH
R.O.W. Width	80 ft.
Pavement Width	34 ft. includes 1 ft. Gutter
Traffic Flow	Two Ways
Number of Parking Lanes	Both Sides
Curb Type	Raised
Curb Radius	15 ft. max.
Planter Width	Center @ 22 ft., Sides @ 7 ft. includes 6" Curb
Planter Type	Continuous
Planter Pattern	Stagger Allee 40 ft. o.c.
Sidewalks	Both Sides
Sidewalk Width	5 ft.

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MICHAEL L. BROUSSARD
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» RESPOND TO BRETT STEGER
AT THE AMELIA ISLAND OFFICE

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November 2, 2018

Re: Appellant: Ronald Conte
Subject Property: 2018 Hometown Drive, Fernandina Beach, Florida 32034
Project Number: SPR 2017-13 Holy Trinity School, Amelia Park
TRC Approval Date: June 18, 2018

STATEMENT OF JURISDICTION

The instant appeal involves a previously undeveloped tract of land consisting of approximately 4.7 acres which is located at 2018 Hometown Drive in Fernandina Beach, Florida. This property is owned by the Holy Trinity Anglican Church and is located within the Amelia Park neighborhood. Ronald Conte, Appellant, is an adjacent landowner residing within the Amelia Park neighborhood at 1797 School Street. Mr. Conte's home is located across the street (School Street) from the Holy Trinity Anglican Church property that is the subject of this appeal.

The Board of Adjustment has jurisdiction to hear Mr. Conte's appeal pursuant to Chapter 11 of the Fernandina Beach Land Development Code. Chapter 11 is entitled "Administrative and Decision-Making Procedures". The specific provisions of Chapter 11 that vest jurisdiction with the Board of Adjustment are sections 11.07.01 through 11.07.04. Specifically, section 11.07.01(A) states:

> A person adversely affected by any administrative decision may appeal such decision to the BOA. Statements, proposed findings, evaluations, and conclusions contained in a compliance report or other report issued by the City Manager for consideration by a board or commission, or the City Commission shall not be construed as an administrative decision and shall not be subject to appeal.

In order to confer jurisdiction upon the Board of Adjustment to hear Mr. Conte's case, it must be shown that Mr. Conte is "adversely affected by any administrative decision." The first inquiry is whether an administrative decision is being appealed. This threshold issue has been established because Mr. Conte's appeal involves the administrative decision the TRC approving the site plan in project number SPR 2017-13 Holy Trinity School, Amelia Park.

The second inquiry is whether Mr. Conte is "adversely affected" by the decision. Here, Mr. Conte is adversely affected by the TRC decision for several reasons. First, as an adjoining landowner, Mr. Conte's property value is directly affected by the means with which the parcel at 2018 Hometown Drive is developed.

Prior to TRC approval, the parcel was an undeveloped tract of land. When the parcel is developed, the Amelia Park Planned Unit Development (PUD) requires that the parcel maintain its natural vegetative state on all boundaries with what is referred to as a "preservation buffer." Under the "Civic Building Reservation" heading of the 2002 Amendment to the PUD, it is expressly stated:

> The area of the plan occupies the majority of the frontage along Citrona Drive between the two Rural Reserve (RR) parcels described below. The allowed use of this site is either a learning institution or a care facility for children and/or adults or both. This site was approved for a tennis facility in the 1997 plan. The 1997 plan also included a separate site for a day care facility. This civic building site replaces both of the previously approved civic uses.
>
> Specific criteria for this site include 25-foot preservation buffers and building setbacks on all property boundaries. The buffer may be penetrated at the entrance drive into the property and cleared to enhance the terminating vista depicted on the Plan.

The site plan approved by the TRC disregards the 25-foot preservation buffer on the School Street side of the parcel. Specifically, the site plan calls for the removal of vegetation and construction of a sidewalk exiting the parcel nearly directly across the street from Mr. Conte's residence. Further, the approved site plan provides for the construction of an additional sidewalk on School Street, a bulkhead, and a guardrail. The additional sidewalk is to be located on the East side of School Street, across the street from Mr. Conte's residence and the already existing School Street sidewalk. The bulkhead and guardrail are also planned for construction on the East side of School Street where the sidewalk passes by the lake. All portions of the sidewalk, bulkhead, and guardrail are located within the viewing area of Mr. Conte's residence. Loss of the preservation buffer, combined with the construction of a bulkhead and guardrail, detract from the aesthetic value of the location and result in diminished property value.

Second, Mr. Conte is directly affected by the increased vehicular traffic that will occur on School Street due to the TRC's approved site plan. School Street is a one-way road that travels from South to North, connecting Park Avenue with Hometown Drive. Parking on School Street is limited to eighteen (18) spaces, with no room for additional parking. These parking spots, which are located across the street from the homes located on School Street, are used by individuals visiting the School Street residences.

The sidewalk leading from School Street through the preservation buffer allows for an entrance and exit point for students, faculty, staff, and visitors of the school. This entrance and exit point will lead to increased vehicular traffic congestion on the road Mr. Conte's home fronts. Further, increased traffic on School Street will result in additional cars being parked on School Street. The demand for parking spots on School Street will likely exceed the supply, thereby resulting in the loss of parking spaces for anyone visiting Mr. Conte's residence. In addition, the increased traffic congestion will result in a diminishment of Mr. Conte's property value.

Finally, as a property owner within Amelia Park, Mr. Conte is directly affected by the TRC decision's precedential value. If the TRC decision is upheld, the Amelia Park Code's preservation buffers will be rendered obsolete. Any future development will have guiding precedent which eliminates the 25-foot preservation buffer and building setback limitations. Such precedent disregards the development plan of the neighborhood and adversely affects Mr. Conte and all Amelia Park residents.

As a property owner adversely affected by the subject TRC decision, Mr. Conte has standing to appeal the decision. Pursuant to Fernandina Beach Land Development Code Section 11.07.01(A), the Board of Adjustment is vested with the power of hearing Mr. Conte's appeal and rendering a decision in this matter.

Brett Steger
Attorney for Ronald Conte

AMICUS BRIEF

BOA CASE NO. 2018-13

RON CONTE,

APPELLANT,

VS.

CITY OF FERNANDINA BEACH,

APPELLEE.

ON APPEAL FROM TECHNICAL REVIEW COMMITTEE
OF THE CITY OF FERNANDINA BEACH
CASE NO. SPR 2017-13, HOLY TRINITY SCHOOL, AMELIA PARK

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IDENTITY OF AMICUS CURIAE AND INTEREST IN THE CASE

Amicus curiae, Holy Trinity Anglican Church of Nassau County, Inc., a Florida not for profit corporation ("Holy Trinity") was established in 2006 and completed construction of its sanctuary at Amelia Park in 2009 (the "Church"). Holy Trinity completed a parish hall in 2012 where it, among other things, operates Lindisfarne Hall with approx. 45 students. With approx. 5.4 total acres under ownership, Holy Trinity is the largest landowner within Amelia Park. Its properties are among the most visible within the community so attention to aesthetics is taken very carefully.

Holy Trinity has direct interests in both participating in and preserving the community of Amelia Park. Holy Trinity also has interests in growing its congregation and school. How the Board of Adjustment resolves the questions before it will have a direct impact on whether Holy Trinity will continue to have the ability to participate in the Amelia Park community and grow its school, or whether those rights may be negated through misguided interpretations of the Land Development Code ("LDC") of the City of Fernandina Beach (the "City")

Holy Trinity is concerned that improper interpretations of Section 11.01.07(A) and 11.01.07(B) the City's LDC will adversely impact their interests in the Amelia Park community.

I. INTRODUCTION

A. Background

Holy Trinity owns the parcel of land located at 2018 Hometown Drive, Fernandina Beach, Florida 32034 (the "Property") and is in the process of performing site work and constructing a school on the Property. Holy Trinity purchased the Property in January of 2017 for the purpose of constructing a school. The Property is bounded on the east by Citrona Drive, on the north by Hometown Drive, and on the west by School Street. The Amelia Park Neighborhood Association owns the property to the south which is used as a retention pond. Holy Trinity purchased the Property following a lengthy effort by the Amelia Island Montessori School to develop a school at the site.

After having submitted several site plans to the Amelia Park Neighborhood Association's Architectural Review Board (ARB), Holy Trinity formally submitted a site plan to construct the Improvements under SPR 2017-13 (the "Site Plan"), to the City of Fernandina Beach Technical Review Committee (the "TRC") on August 24, 2017 as a pre-application discussion. Comments were taken, including that approval by the ARB would be required prior to TRC granting approval. After several meetings and hearings, ARB approval of the Site Plan was obtained on March 31, 2018. The TRC subsequently approved the Site Plan on June 14, 2018, nearly ten (10) months after the initial application to the TRC was made.

On July 12, 2018, Ronald Conte filed an application for administrative appeal of the TRC's approval of the Site Plan citing Section 11.07.01(A) of the LCD.

II. SECTION 11.07.00 OF THE LAND DEVELOPMENT CODE

A. The Code

Chapter 11 of the Land Development Code for the City of Fernandina Beach addresses "Administrative and Decision Making Procedures." Section 11.07.00 details "Appeals of Administrative Actions." 11.07.01 addresses "Applicability" and the section that the Appellant has cited as the basis of jurisdiction for his appeal.

1. Section 11.07.01(A) of the LDC states:

   > A person *adversely affected by any administrative decision* may appeal such decision to the BOA. Statements, proposed findings, evaluations, and conclusions contained in a compliance report or other report issued by the City Manager for consideration by a board or commission, or the City Commission shall not be construed as an administrative decision and shall not be subject to appeal. (Emphasis added).

2. Section 11.07.01(B) of the LDC states:

   > The following administrative decisions are subject to appeal as set forth herein:

1. Tree permits;
2. Temporary use permits;
3. Lot line adjustments;
4. Minor amendments to local development orders;
5. Administrative waivers;
6. Determination regarding change of use; and (sic)
7. Written interpretations regarding use or zoning district boundaries when such interpretations are not contained within a compliance report.
8. Determination of Sufficiency and Completeness as required by LDC Section 11.03.01(B).

B. Applicability of Section 11.07.01(A)

1. *Appellant is not an "adversely affected" party*

a. Appellant has not been adversely affected by the TRC's decision as there has been no use whatsoever or the penetration of the 25' buffer at the southwest corner of the Property. No penetration has been constructed at this point in time.

b. The Appellant alleges in his Statement of Jurisdiction that he is or will be adversely affected at some time in the future, but these are purely hypothetical situations that do not exist at the present time. Specifically, the Appellant alleges:

(i) Damage to his aesthetics and property value by the construction of the School, specifically the sidewalk, bulkhead, and guardrail (noting that the bulkhead and guardrail were required by the ARB due to their safety concerns and agreed upon by Holy Trinity), despite either his direct knowledge or his failure to properly perform his due diligence prior to purchasing his residence, that a school could or would be constructed on the Property with the safe assumption that the school would utilize public rights of way adjoining its Property. Further, Appellant has offered no evidence whatsoever that any damage to his aesthetics or property value has or will occur due to the construction of the School;

(ii) Increases in vehicular traffic along School Street, which increase has not occurred, despite either his direct knowledge or his failure to properly perform due diligence prior to purchasing his residence, that School Street is a public right-of-way that is not for the exclusive use of the School Street residences. Further, Appellant has offered no evidence whatsoever that any increase to traffic along School Street will occur due to the construction of the School.

(iii) Increases in vehicular congestion due to the pedestrian traffic from Holy Trinity's School to Holy Trinity's Church Property, despite the fact that the proposed sidewalk provides the safest and most convenient passage from one property to another along public rights-of-way. Further, Appellant has offered no evidence whatsoever that any increase in congestion will occur along School Street or its adjoining rights-of-way as a result of the construction of the School or the connection of the School with the Church by sidewalks in the public right-of-way.

c. Ripeness refers to the court's ability to try a claim and is guaranteed by the Constitution, providing a limitation that prevents courts from entering a controversy before it has solidified. "The court determines if a controversy between parties with adverse legal interests is of sufficient immediacy *and reality* to warrant judicial intervention." Lake Carriers' Ass'n v. MacMullan, 406 U.S. 498, 92 S. Ct. 1749, 32 L. Ed. 2d 257 (1972). (Emphasis added).

(i) Based upon the analysis set forth in paragraph II.B.1.b.(i) – (iii) above, the Appellant lacks standing to appeal the TRC's decision as his claim is not ripe and he has failed to provide any evidence that his claims have a reasonable, or even an unreasonable, chance to ripen into a valid claim in the future. The hypothetical situations posited in the Appellant's Statement of Jurisdiction base nothing in "reality" as they are only hypotheticals with no supporting evidence whatsoever. Further, all of Appellant's claims are completely hypothetical in nature and are backed by no evidence whatsoever. Therefore, no such adverse effect exists for which the Appellant may base his appeal and it should be dismissed with prejudice.

d. Further, Appellant states in his Basis for Appeal dated September 28, 2018 that the penetration of the pedestrian walkway should have gone through the PUD amendment process where the City staff, the Planning Advisory Board, and ultimately the City Commission would review and, if deemed appropriate, approve the PUD amendment. The City Attorney issued an advisory opinion which stated that a PUD Amendment was not necessary in this instance. The proper form for an appeal of this opinion is to the circuit court, not the BOA.

2. *Reference to "any administrative decision" refers to either (i) the specifically itemized administrative decisions listed at 11.07.01(B) or (ii) legislative decisions, not ministerial decisions such as those made by the TRC.*

a. Section 11.07.01(A) lists specific decisions that are not subject to appeal to the BOA, such as certain statements, findings, evaluations and conclusions of the city manager or the city commission which would undermine the authority of the highest representatives of the City.

b. "Where a property owner has done all that is required by the law, plat approval is ministerial and there is no discretion." Broward County v. Narco Realty, Inc., 359 So. 2d 509, 511 (Fla. 4th DCA 1978); Broward County v. G.B.V. Intern. Ltd., 787 So. 2d 838, 842 (Fla. 2001) (review of site plans & plats are ministerial). "All persons similarly situated should be able to obtain plat approval upon meeting uniform standards." Id.

(i) Holy Trinity had their Site Plan approved by the ARB, as required by the TRC. Their engineer designed the Site Plan in conformity with the LDC. Upon the TRC's inquiry as to the necessity of amending the Amelia Park PUD and determination that such an amendment is unnecessary and further determination that the Site Plan met the uniform standards contained in the TRC, the Site Plan was approved as a ministerial function. Site Plan review by the TRC is akin to the issuance of a building permit or plat.

(ii) Amicus advises the BOA regarding the unintended consequences of determining that "any" administrative decision is subject to appeal, as this is contrary to both the language and intent of the LDC. Review of decisions not provided for in the LDC leaves applicants and staff in the position of not knowing when a decision is final. Drexel v. City of Miami Beach, 64 So 2d 317, 319 (Fla. 1953) (property owners cannot be subject to "capricious action" by a local government, there must be objective standards that owners and staff can follow).

C. *Applicability of Section 11.07.01(B)*

1. Section 11.07.01(B)(1 – 8) cites specific instances where administrative decisions are subject to appeal.

a. Decisions of the TRC are not listed in the LDC as an administrative decision that is subject to appeal.

b. If truly "any" administrative decision were subject to appeal to the BOA then that could become the Board of Adjustments' only function and would violate the Florida Supreme Court's mandate in Drexel.

III. **CONCLUSION**

A. *The Board of Adjustments should either dismiss the Appellant's appeal for lack of standing and jurisdiction or wholly affirm the decision of the TRC to approve the Site Plan.*

1. In his Basis for Appeal dated September 28, 2018, Appellant stated that his basis for appeal was because of the approval of the Site Plan which provided for a pedestrian penetration of the 25' preservation buffer at the southwest corner of the Property and that such an approval should have been made through an amendment of the Amelia Park PUD. The answer to this question was provided by the City Attorney in her memorandum dated June 15, 2018 which accompanies the City Manager's Report and Evaluation of Appeal in this matter. The proper forum for the adjudication of Appellant's claim is in the Circuit Court, not the BOA. Therefore, this matter should be dismissed by the BOA with prejudice.

2. Appellant subsequently cites Chapter 11.07.00 of the LDC in his Statement of Jurisdiction dated November 2, 2018 as to why the BOA should hear the matter. It should be noted that Appellant cites no other authority on the subject other than his own interpretation of the LDC. Appellee respectfully disagrees and argues that Appellant (i) is not an adversely affected party as the appeal is filed based upon unsubstantiated hypotheticals that have not ripened into a case vesting original jurisdiction to the BOA, and hearing the case would be a violation of Holy Trinity's due process rights under the Constitution and therefore does not have standing; and (ii) based upon applicable case law relating to the instant matter, the TRC's decision is a ministerial one and not subject to appeal based upon 11.07.01(A) or 11.07.01(B) and is, thus, not within the BOA's jurisdiction. Therefore, this matter should be dismissed with prejudice.

3. The decision of the TRC to approve the Site Plan was proper as Holy Trinity had done all that was required by the LDC and approval of the Site Plan was a ministerial

task which was properly exercised. Therefore, the TRC's decision approving the Site Plan should be wholly affirmed.

Respectfully submitted,

/s/ *Jon C. Lasserre*

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Ms. Miriam R. Hill, Esq. (*Via Email only to miriamrhill.com*)

City of Fernandina Beach **Tammi E. Bach**

Office of the City Attorney tbach@fbfl.org

November 2, 2018

TO: BOARD OF ADJUSTMENT
FROM: TAMMI E. BACH, CITY ATTORNEY TEB
RE: RON CONTE, ADMINISTRATIVE APPEAL (APPELLANT)

CITY MANAGER REPORT AND EVALUATION OF APPEAL

I am writing on behalf of City Manager, Dale Martin as his counsel of record in the above-referenced administrative appeal. In accordance with Section 11.07.04(B) of the Fernandina Beach Land Development Code ("LDC"), this shall serve as the report and evaluation of appeal submitted by the City Manager to the Board of Adjustment. A quasi-judicial hearing has been scheduled for November 5, 2018. Notice has been provided for the hearing as required by 11.02.00 of the LDC. As City Attorney, I have written an opinion regarding the issues in the appeal and have attached the same as Exhibit "A" hereto.

The City is not objecting to the Appellant's standing to bring this administrative appeal. The Technical Review Committee's ("TRC") purpose is to review development applications and provide compliance reports for site plans and other development applications. In the case before the Board of Adjustment in this appeal, the TRC approved a site plan for the Holy Trinity Anglican Church school (the "School") after the Amelia Park Architectural Review Board approved the site plan. The Amelia Park Architectural Review Board approved the site plan with three (3) penetrations of the preservation buffer, including the pedestrian walkway on the southwest corner of the School site plan. The TRC approved this same site plan for the School and recommended a sidewalk be added on the east side of School Street to provide connectivity and safety for school children and others. The approved site plan for the School complies with the existing Amelia Park Code, including the additional sidewalk on the east side of School Street. The Amelia Park Code does not need to be amended in order for the subject site plan for the School to be approved. I rely on my legal opinion attached as Exhibit "A" including all citations.

EXHIBIT "A"

City of Fernandina Beach **Tammi E. Bach**

Office of the City Attorney tbach@fbfl.org

MEMORANDUM

TO: Kelly Gibson, Planning Manager

CC: Mayor and City Commissioners
Dale L. Martin, City Manager
Caroline Best, City Clerk

FROM: Tammi E. Bach, City Attorney TEB

DATE: June 15, 2018

RE: Response to Atty. Teresa Prince's June 12, 2108 Letter
Holy Trinity Anglican Church School Site Plan

I have been asked to provide a legal opinion in response to a letter dated June 12, 2018 by Attorney Teresa Prince to her client, the Amelia Park Neighborhood Association ("Association"), regarding the proposed Holy Trinity Anglican Church School site plan ("Project"). The Association asked Ms. Prince to provide her opinion to the City on behalf of the Association.

I have reviewed the Amelia Park PUD including 2002 amendment documents and met with you and Jacob Platt as planning and zoning experts for the City. You and Mr. Platt have factual knowledge of the Project and have worked with the City's Technical Review Committee to review the Project site plan. The Amelia Park PUD with 2002 amendment documents incorporate the Regulating Plan which creates land use zones ("Plan") and specifically, the Civic Building Reservation where the Project is located. The Association's arguments against City staff approval of the Project site plan are: 1) the Amelia Park PUD 2002 amendment clearly provides that the Civic Building Reservation zone requires 25-foot preservation buffers that can be "*penetrated at the entrance drive into the property and cleared to enhance the terminating vista depicted on the Plan*" which means the proposed pedestrian walkway (penetration of buffer) in the southwest corner of the Project site is not permitted; and 2) that School Street is a Thoroughfare defined as a "Drive" and subject to the Amelia Park Thoroughfare standards stating that a sidewalk is permitted on just one side of a "Drive". According to the Association, a sidewalk already exists on the west side of School Street so the proposed sidewalk on the east side of School Street is not permitted under the Amelia Park PUD[1]. I respectfully disagree with both arguments. Penetration of the preservation buffer with a pedestrian walkway in the southwest corner of the Project site and a sidewalk on the east side of School Street are allowable under the Amelia Park PUD.

The penetration of the preservation buffer surrounding the Project site is addressed in the Plan with criteria including that "*the buffer may be penetrated at the entrance drive into the property and cleared to enhance the terminating vista depicted on the Plan*". This criteria for penetrating preservation buffers in the Civic Building Reservation zone is not specific as to whether the buffer may be penetrated by vehicular or

[1] References in this memorandum to the "Amelia Park PUD" mean that the 2002 PUD amendments have been considered and do apply to the Project.

EXHIBIT "A" CONT.
TEB

City of Fernandina Beach **Tammi E. Bach**

Office of the City Attorney tbach@fbfl.org

pedestrian "*entrance drive*", or both. City staff interpreted this section of the Plan to be guidance for penetrating the 25-foot preservation buffer but insufficiently clear to prohibit penetration of the buffer by a pedestrian walkway and more than one "*entrance drive*". City staff also relied on Section 4.05.12 of the City's Land Development Code since the Plan is not clear as to how the preservation buffer can be penetrated. The City's Land Development Code does allow for pedestrian walkways to penetrate buffers, although these pedestrian walkways cannot be paved. The proposed Project site plan shows two (2) vehicular drives penetrating the buffer at Hometown Drive and Citrona Drive. There have been no arguments made by the Association that the two (2) proposed vehicular drives violate the criteria of the Civic Building Reservation land use zone. I assume then that the Association believes that there are no specific criteria under the Plan to limit to the number of "*entrance drive(s)*" allowed to penetrate the preservation buffer in the Civic Building Reservation zone.

City staff and the Technical Review Committee ("TRC") have approved a total of three (3) penetrations of the preservation buffer, including two (2) vehicular drives and one (1) pedestrian walkway at the southwest corner of the Project site. The pedestrian walkway penetration of the buffer is located at the southwest corner of the Project to allow for movement of students between the Project site and the Church using the shortest distance and safest route possible for students. Another possibility for penetration of the buffer for a pedestrian walkway could be at the terminating vista near the northwest corner of the Project site because of the allowance in the criteria for the buffer to be "*...cleared to enhance the terminating vista depicted on the Plan*". It is my opinion that these three (3) proposed penetrations of the buffer surrounding the Project site are allowable under the Amelia Park PUD.

The next argument made by the Association is that School Street is a "Drive" and that the proposed sidewalk on the east side of School Street is not permitted under the Thoroughfare standards. Currently, School Street is a one-way street with parking on one side of the street and a sidewalk on the west side adjacent to single family homes. School Street separates single family homes from the Project site which is zoned for a school. The Project site is not a park or a waterfront. The single-family homes on School Street face the Project site which is currently undeveloped but designated in the Plan as a school. I therefore disagree that School Street is a "Drive" limited to placement of a sidewalk on just one side of the street because School Street does not separate "an urbanized and a natural condition". The Thoroughfare standards for "Drive" are not met because School Street is a one-way street. The Plan provides that a "Drive" has traffic flowing two-ways, not just one-way. There are no Thoroughfare standards or descriptions that address one-way traffic flow and parking on one side of the thoroughfare. Therefore, I don't believe that School Street falls into any of the Thoroughfare types in the Plan exactly, and a sidewalk on the east side of School Street is permitted because it is not clearly prohibited by the Plan.

In conclusion, City staff and the TRC have interpreted the Plan in a legally defensible manner and in a manner that provides safe vehicular and pedestrian ingress/egress for the School site. City planners are recognized by the courts in Florida as experts in the field of planning and zoning. Staff interpretations of the Amelia Park PUD and specifically, the issue of penetration of the 25-foot preservation buffer for this Project, are expert opinions. *See* *ABC Real Estate Development, Inc. v. St. Johns County*, 608 So.2d 59 (Fla. 5th DCA 1992); *Battaglia Fruit Co. v. City of Maitland*, 530 So.2d 940 (Fla. 5th DCA 1988).