



**AGENDA
PLANNING ADVISORY BOARD
REGULAR MEETING
OCTOBER 9, 2019
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER / ROLL CALL / DETERMINATION OF QUORUM**
- 2. APPROVAL OF MEETING MINUTES**
 - 2.1 May 22, 2019 Special Meeting
 - 2.2 June 12, 2019 Regular Meeting
- 3. OLD BUSINESS**
- 4. NEW BUSINESS**
 - 4.1 PAB Cases 2019-14 (FLUM) and 2019-15 (Zoning): Consideration of Future Land Use Map Amendments and Zoning Map Amendments where maps are in conflict.
- 5. BOARD BUSINESS**
 - 5.1 Discussion of next steps for PAB Bylaw revisions.
- 6. STAFF REPORT**
 - 6.1 Provide update on Planning Activities including EAR Report, EAR- based Amendments (next steps), and upcoming meeting topics.
- 7. PUBLIC COMMENT**
- 8. ADJOURNMENT**

NEXT PAB REGULAR MEETING IS SCHEDULED FOR NOVEMBER 13, 2019.

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired). All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the Planning Department (904) 310-3135.

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: LDC Text Amendment

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Kelly Gibson, AICP, Planning Director 10/2/2019

Submitted By: Samantha Rogic, Planning Technician

Date: July 26, 2019



**MINUTES
PLANNING ADVISORY BOARD
SPECIAL MEETING
MAY 22, 2019**

1. CALL TO ORDER – 5:02

ROLL CALL / DETERMINATION OF QUORUM

MEMBERS PRESENT:

*Mark Bennett
Richard Clark
Jenny Schaffer (Alt 2) (left at 7:00 PM)*

*Frank Santry (Chair)
Greg Roland (arrived at 5:49 PM)*

MEMBERS ABSENT:

Donna Lewis (Alt 1)

OTHERS PRESENT

*Tami Bach, City Attorney
Kelly Gibson, Planning Director
Samantha Rogic, Recording Secretary*

Alternate Member Schaffer was seated as a voting member.

2. OLD BUSINESS

2.1 Evaluation and Appraisal Review (EAR) of Outreach Meetings Conducted April 23,25,29,30, consideration of Major Issues for inclusion within EAR report.

Links to Meeting Materials and Public Input may be found at www.nefrc.org or http://regcominstitute.homestead.com/~local/~Preview/Fernandina-Beach-EAR.html?_id=1555091844791

Chair Santry provided an itemized list to address. The Board discussed each item at length.

The following individuals spoke: *Victoria Robas, 2161 S. Fletcher Ave; Warren Buchanan, Date Street; Margaret Kirkland, 1377 Plantation Point Drive; Julie Ferreira, 501 Date Street; Tammi Kosack, 322 N. 3rd Street; Commissioner Chip Ross, 210 N. 3rd Street; Arlene Filkoff, 845 Tarpon Ave; Lauree Humkey, 751 Barrington Drive.*

The Board unanimously agreed to move forward with the 15 items on Chair Santry's list as discussed.

Member Clark provided a handout to the board for their consideration to include in the final document.

The Board unanimously agreed to advance Member Clarks list of objectives with the amendment provided by Member Roland.

DRAFT

- 3. BOARD BUSINESS**
- 4. STAFF REPORT**
- 5. PUBLIC COMMENT**
- 6. ADJOURNMENT – 7:36 PM**

Samantha Rogic, Recording Secretary

Frank Santry, Chair

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: LDC Text Amendment

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Submitted By:

Samantha Rogic, Planning Technician

Date: July 26, 2019



**MINUTES
PLANNING ADVISORY BOARD
REGULAR MEETING
JUNE 12, 2019**

1. CALL TO ORDER – 5:02 PM

ROLL CALL / DETERMINATION OF QUORUM

MEMBERS PRESENT:

*Mark Bennett
Richard Clark*

*Donna Lewis (Alt 1)
Greg Roland (arrived at 5:26 PM)*

MEMBERS ABSENT:

*Frank Santry (Chair)
Jenny Schaffer (Alt 2)*

OTHERS PRESENT

*Tami Bach, City Attorney
Kelly Gibson, Planning Director
Samantha Rogic, Recording Secretary*

In Chair Santry's absence, Vice-Chair Bennett served as Chair.
Alternate Member Lewis was seated as a voting member.

2. APPROVAL OF MINUTES

There were no minutes presented for approval.

3. OLD BUSINESS

- 3.1 **LAND DEVELOPMENT CODE TEXT AMENDMENTS (PAB CASE #: 2019-06): CITY OF FERNANDINA BEACH, FLORIDA** REQUESTS LAND DEVELOPMENT CODE TEXT AMENDMENTS TO MODIFY REQUIREMENTS FOR TELECOMMUNICATION FACILITIES WITHIN SECTION 7.01.02 FACILITIES IN PUBLIC RIGHTS-OF-WAY AND SECTION 6.01.00 TELECOMMUNICATION FACILITIES LOCATED OUTSIDE OF PUBLIC RIGHTS-OF-WAY.

Susan Rabold, Project Manager, Cityscape Consultants, presented to the Board.

Victoria Robas, 2161 S Fletcher, spoke to the item and recommended changes.

Nathan Coyle, Airport Manager, provided insight regarding FAA lighting compliancy.

ACTION TAKEN: A motion was made by Member Clark, seconded by Member Lewis, to recommend approval of PAB 2019-06 to the City Commission with changes as discussed.

Motion passed by unanimous voice vote.

- 3.2 **LAND DEVELOPMENT CODE TEXT AMENDMENTS (PAB CASE #: 2019-05): CITY OF FERNANDINA BEACH, FLORIDA** REQUESTS LAND DEVELOPMENT CODE TEXT AMENDMENTS TO MODIFY THE REFERENCE DOCUMENT SPECIFIC TO AIRPORT DESIGN STANDARDS AS CONTAINED SECTION 4.02.03 AIRPORT ARCHITECTURE AND BUILDING DESIGN STANDARDS FOR DEVELOPMENT ON THE AIRPORT.

Nathan Coyle, Airport Manager, was present to discuss the proposed document.

Victoria Robas, 2161 S Fletcher, spoke to the item and recommended changes.

ACTION TAKEN: A motion was made by Member Roland, seconded by Member Clark, to recommend approval of PAB 2019-05 as amended to the City Commission.

Motion passed by unanimous voice vote.

4. NEW BUSINESS

- 4.1 **LAND DEVELOPMENT CODE TEXT AMENDMENTS (PAB CASE #: 2019-12): CITY OF FERNANDINA BEACH, FLORIDA** REQUESTS LAND DEVELOPMENT CODE TEXT AMENDMENTS TO MODIFY SECTIONS 7.01.01 (ACCESS AND DRIVEWAY DESIGN REQUIREMENTS) AND 7.01.02 (STREETS AND RIGHTS OF WAY).

Victoria Robas, 2161 S Fletcher, voiced support of a 60 foot minimum Right-of-way.

Bonnie Dickins, 132 S 15th Street, spoke to the item.

ACTION TAKEN: A motion was made by Member Roland, seconded by Member Clark, to recommend approval of PAB 2019-12 with an amendment to maintain a 60 foot minimum right-of-way.

Motion passed by unanimous voice vote.

5. BOARD BUSINESS

- 5.1 **Presentation of 2019-2020 Capital Improvements Plan (CIP):** City Staff will provide a presentation of the proposed 5-year CIP to the Board. *(Presentation only – No Action Required.)*

Ms. Gibson provided a brief introduction.

Nathan Coyle, Airport Manager, provided additional information and details.

Victoria Robas, 2161 S Fletcher, inquired on the item.

ACTION TAKEN: A motion was made by Member Clark, seconded by Member Roland, to direct staff to prepare construction standards for complete streets and bike trails within 18 months.

Motion passed by unanimous voice vote.

ACTION TAKEN: There was consensus among the board to task City Staff with conducting an Amelia Parkway corridor study.

- 5.2 **Application for Consideration of Alternate 2 position:** Victoria Robas *(Review only – No action*

DRAFT

Required.)

Victoria Robas formally introduced herself to the Board and spoke to her relevant experience and work history.

6. STAFF REPORT

Ms. Gibson spoke to PAB by-laws.

7. PUBLIC COMMENT

Bonnie Dickens, 132 S 15th Street spoke.

8. ADJOURNMENT – 7:31 PM

Samantha Rogic, Recording Secretary

Mark Bennett, Vice-Chair

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: Future Land Use Map Amendment < 10 Acres

REQUESTED ACTION: The staff reports individually contain actions for consideration.

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Tammi E. Bach, City Attorney 10/2/2019

Kelly N. Gibson, AICP

Date: October 02, 2019

Submitted By: Kelly Gibson, AICP, Planning Director



**STAFF REPORT SUMMARY
PAB 2019-14 + 2019-15**

**APPLICATION FOR FUTURE LAND USE MAP + ZONING MAP AMENDMENTS
VARIOUS MAP CORRECTIONS CITYWIDE**

*** All required application materials have been received. All fees have been paid. All required notices have been made. All copies of required materials are part of the official record and have been made available on the City's website and at the Department of Planning and Conservation. ***

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The City has provided a zoning and/or land use layer within its Comprehensive Plan dating back to 1961. Over the subsequent 45 years, these documents were maintained by external agencies or consultants and furnished to the City as part of its statutory periodic review periods. The City began utilizing Geographic Information Systems (GIS) in 2004-2005. In 2005-2006, the City started working towards creating its own GIS system and maintaining data layers. Staff was hired and trained on-the-job to learn how to manage this system. Parcel alignment with the data layers became technically possible however, it was not until 2007 that the City had staffing with proper training to effectively utilize the system. In 2012 staff entered into a partnership with the Nassau County Property Appraiser's (NCPA) office to share and display data for public review. Since 2014 the City's data layers have been updated by the NCPA office following the enactment of land use or zoning ordinances. Discrepancies between the Future Land Use Map and Zoning Map as witnessed in these applications are the result of the carry over actions of prior commissions which did not evaluate any conflicts between the documents on an individual parcel level.

From time to time, staff would encounter mismatches between the zoning and land use map layers. These were either noted and corrected under staff-initiated amendments or they were disclosed to a property owner at the time of a development application and directed to make a change. At no point, did staff undertake an exhaustive analysis to determine discrepancies between the Future Land Use Map (FLUM) and Zoning Map.

In February 2019, the City Commission acted under Ordinance 2019-05 to place a moratorium on future land use map and zoning map amendments until such time that the maps could be reconciled to align. Discussion of the initial findings were shared and briefly discussed with the Planning Advisory Board (PAB) in March and April 2019. Staff presented findings to the City Commission in May of 2019; it was then directed to proceed with correction of the maps based on areas of conflict only. PAB applications 2019-14 and 2019-15 were initiated in August 2019. These applications seek to amend the maps in accordance with the direction provided by the City Commission. Staff conducted a PAB workshop with property owners and citizens on September 9, 2019.

The data provided as part of the analysis for each change include map exhibits and digital images from the Nassau County, Florida Property Appraiser GIS mapping. Information for each property is provided as part of this report and serve to fulfill minimum application requirements for mapping changes. Specifically, the LIDAR data of 1-foot contour topography file, St. Johns River Water Management District potential wetlands, the USDA soils, and FEMA flood zone data layers were utilized. Site specific, independent surveys and studies were not prepared as part of the recommended action; however, where prior plat maps exist they have been provided as back up material to each series of properties.



STAFF REPORT SUMMARY PAB 2019-14 + 2019-15

In addition to the policies provided by the Comprehensive Plan, Land Development Code and Florida Statutes 163.3187 and 163.3184, staff relied on the following guiding principles as part of its overall consideration for determining a recommendation for the Future Land Use Map or Zoning Map Change:

- **Built Environment:** What's on the ground (or not) today?
- **Surrounding Property:** What is the surrounding land use and zoning? What are the surrounding area built conditions?
- **Environmental Features:** What environmental features are contained on the site?
- **Pattern of Change:** Are there other land use or zoning changes within the same area that should be considered?
- **Holistic View:** How does the requested action serve to meet and further the general direction and intent of the City's policy direction as a whole?
- The 2011 Future Land Use Map adopted as part of the EAR-based Comprehensive Plan amendments is presumed to be the principal document for consideration of all Future Land Use Map changes.
- The City adopted a revised Land Development Code and Zoning Map in 2006.

CONSISTENCY WITH THE COMPREHENSIVE PLAN AND LAND DEVELOPMENT CODE:

The approval of Future Land Use Map and Zoning Amendments are generally governed under Comprehensive Plan policies which describe concurrency, level of service standards, and allocation of residential densities and non-residential intensities, and compatibility with neighboring properties. Staff has reviewed applicable policies generally and specifically as they apply to each property. The requested changes have been divided into topic areas for individual review as separate documents for the board's consideration. Analysis for each property is provided following this document.

The Land Development Code outlines policies for consideration of a Future Land Use Map Amendments and Zoning Map Amendments. Staff has determined that these sections have been sufficiently met and the requested action is found to be consistent with requirements of the Land Development Code. Further, it has determined that the requested action is consistent with the intent and direction of the Comprehensive Plan.

CONCLUSION:

The requested actions to amend the Future Land Use Map and Zoning Map have been directed under Ordinance 2019-05. Staff recommends approval of the application as provided in each parcel summary contained herein. The proposed actions are sufficiently compliant with the City's Comprehensive Plan and Land Development Code.

MOTION(S) TO CONSIDER

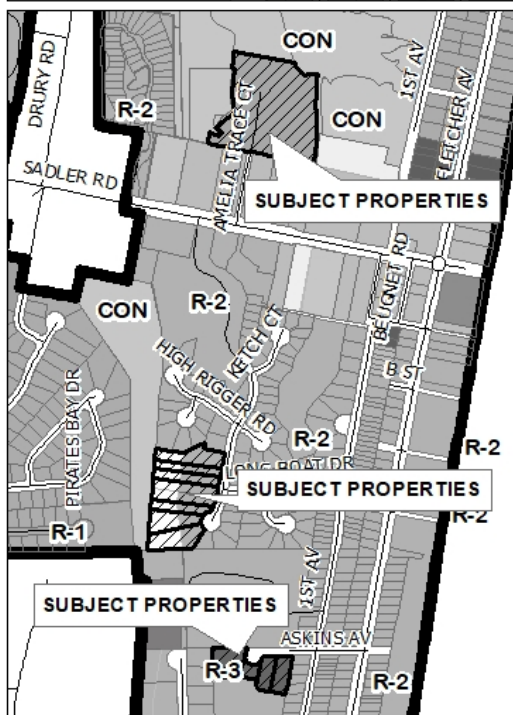
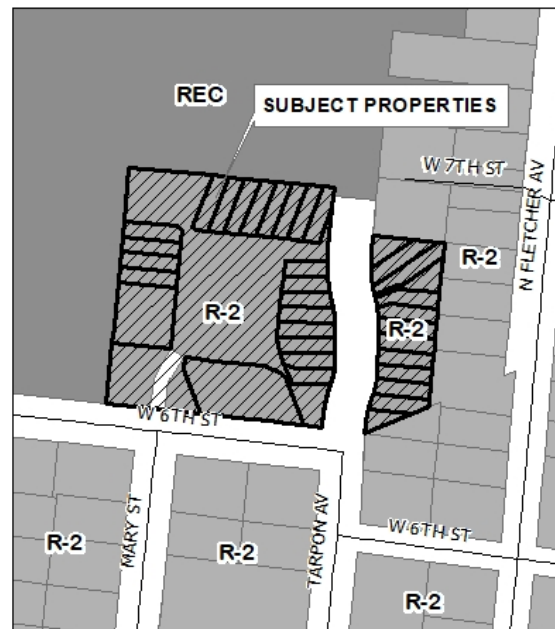
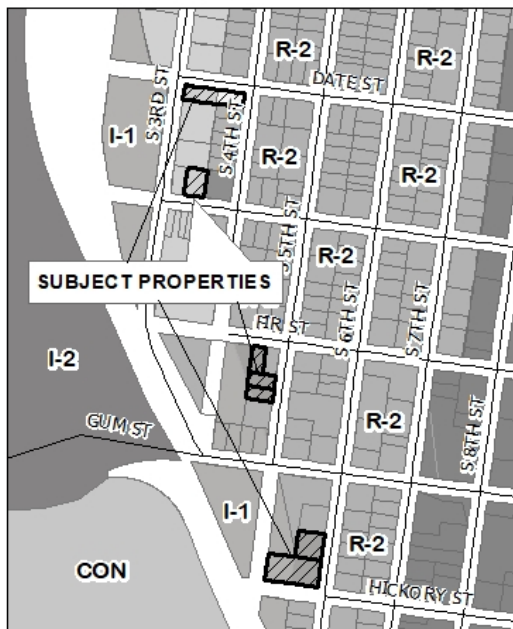
I move to recommend **(approval or denial)** of PAB case number 2019-14 to the City Commission requesting that a Future Land Use Map Amendment to align the City's Future Land Use Map and Zoning Map be **(approved or denied)** and that PAB case 2019-14, as presented, **(is or is not)** sufficiently compliant with the Comprehensive Plan and Land Development Code to be approved at this time.

I move to recommend **(approval or denial)** of PAB case number 2019-15 to the City Commission requesting that a Zoning Map Amendment to align the City's Future Land Use Map and Zoning Map be **(approved or denied)** and that PAB case 2019-15, as presented, **(is or is not)** sufficiently compliant with the Comprehensive Plan and Land Development Code to be approved at this time.

ZONING MAP AMENDMENTS (PAB CASE 2019-15)					
PARCEL ID NUMBER	EXISTING USE	STREET ADDRESS	CURRENT ZONING	CURRENT FUTURE LAND USE CATEGORY	ACTION REQUESTED: ZONING CHANGE
00-00-31-1014-0001-0000	VACANT	ASKINS AVE	R-3	MEDIUM DENSITY RESIDENTIAL	R-2
00-00-31-1014-0002-0000	VACANT	ASKINS AVE	R-3	MEDIUM DENSITY RESIDENTIAL	R-2
00-00-31-1014-0003-0000	VACANT	ASKINS AVE	R-3	MEDIUM DENSITY RESIDENTIAL	R-2
00-00-31-1014-0004-0000	VACANT	ASKINS AVE	R-3	MEDIUM DENSITY RESIDENTIAL	R-2
00-00-31-1800-0287-0002	VACANT	S 5TH STREET	I-1	MEDIUM DENSITY RESIDENTIAL	R-2
00-00-31-1800-0287-0130	VACANT	615 S 5TH STREET	I-1	MEDIUM DENSITY RESIDENTIAL	R-2
00-00-31-1800-0287-0150	VACANT	410 FIR STREET	I-1	MEDIUM DENSITY RESIDENTIAL	R-2
00-00-31-1800-0288-0040	SINGLE FAMILY HOME	731 S 6TH STREET	I-1	MEDIUM DENSITY RESIDENTIAL	R-2
00-00-31-1800-0288-0060	SINGLE FAMILY HOME	715 S 6TH STREET	I-1	MEDIUM DENSITY RESIDENTIAL	R-2
00-00-31-1800-0279-0011	SINGLE FAMILY HOME	402 S 3RD STREET	MU-1/ R-2	MIXED USE/ MEDIUM DENSITY RESIDENTIAL	CORRECT CONSISTENT WITH ORDINANCE 04- 35
00-00-31-1800-0279-0120	SINGLE FAMILY HOME	324 S 3RD STREET	MU-1/ R-2	MIXED USE/ MEDIUM DENSITY RESIDENTIAL	CORRECT CONSISTENT WITH ORDINANCE 04- 35
20-3N-29-0000-0014-0150	RETIREMENT	1900 AMELIA TRACE COURT	MU-1	GENERAL COMMERCIAL	C-1

00-00-31-1652-0012-0000	SINGLE FAMILY HOME	2309 OFF SHORE COURT	R-2	MEDIUM DENSITY RESIDENTIAL/CONSERVATION	CON TO ALIGN WITH WETLANDS AND PLAT MAP
00-00-31-1652-0015-0000	SINGLE FAMILY HOME	2329 OFF SHORE COURT	R-2	MEDIUM DENSITY RESIDENTIAL/CONSERVATION	CON TO ALIGN WITH WETLANDS AND PLAT MAP
00-00-31-1652-0016-0000	SINGLE FAMILY HOME	2347 OFF SHORE COURT	R-2	MEDIUM DENSITY RESIDENTIAL/CONSERVATION	CON TO ALIGN WITH WETLANDS AND PLAT MAP
00-00-31-1651-0050-0000	SINGLE FAMILY HOME	2119 OFF SHORE COURT	R-2	MEDIUM DENSITY RESIDENTIAL/CONSERVATION	CON TO ALIGN WITH WETLANDS AND PLAT MAP
00-00-31-1652-0010-0000	SINGLE FAMILY HOME	2225 OFF SHORE COURT	R-2	MEDIUM DENSITY RESIDENTIAL/CONSERVATION	CON TO ALIGN WITH WETLANDS AND PLAT MAP
00-00-31-1652-0011-0000	SINGLE FAMILY HOME	2255 OFF SHORE COURT	R-2	MEDIUM DENSITY RESIDENTIAL/CONSERVATION	CON TO ALIGN WITH WETLANDS AND PLAT MAP
00-00-31-1652-0014-0000	SINGLE FAMILY HOME	2315 OFF SHORE COURT	R-2	MEDIUM DENSITY RESIDENTIAL/CONSERVATION	CON TO ALIGN WITH WETLANDS AND PLAT MAP
00-00-31-1470-00E1-0000 + (ENTIRE DEVELOPMENT)	TOWNHOMES AND COMMON AREA	925 TARPON AVE	R-2	HIGH DENSITY RESIDENTIAL	R-3

ZONING MAP CHANGES PAB 2019-15



-  Subject Properties
-  City Limits
-  Roads





**STAFF REPORT
ASKINS AVE
ZONING CHANGE TO R-2**

**ASKINS AVE
ZONING MAP CHANGES**

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	00-00-31-1014-0001-0000 00-00-31-1014-0002-0000 00-00-31-1014-0003-0000 00-00-31-1014-0004-0000 AMELIA COMMERCIAL PROPERTIES LLC				
APPLICANT/AGENT:	City of Fernandina Beach				
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)				
LOCATION AND DESCRIPTION OF SITE:	ASKINS AVE VACANT				
CURRENT LAND USE + ZONING:	MEDIUM DENSITY RESIDENTIAL (MDR) Zoning Map: R-3				
PROPOSED LAND USE + ZONING:	Amend Zoning Map from R-3 to R-2				
EXISTING USES ON SITE:	VACANT				
PROPERTY SIZE:	1.91 ACRES WITH 4 LOTS OF RECORD				
ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	X and AE	APPROX. 0.32 ACRES	7 ft to 3 ft	SAND	IN CUPZ Not in CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	Forest Ridge Condos	Varies	R-2 PUD	Medium Density Residential
	South	Racquet Club Condos	Varies	R-2 PUD	Medium Density Residential
	East	Single Family Homes	Varies	R-2	Medium Density Residential
	West	Single Family Homes	Varies	R-2	Medium Density Residential
APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.04 (FLUM amendments); 1.02.09 (smooth land use transition and buffering); 1.07.05 (Medium Density Residential land use category); Objective 5.08 (Wetlands Protection and Preservation) and all policy statements which follow; Objective 5.10 (Wildlife Planning) and specific policies 5.10.01, 5.10.02, 5.10.05 5.14.09 (development standards for environmentally sensitive and conservation				



**STAFF REPORT
ASKINS AVE
ZONING CHANGE TO R-2**

	lands); Objective 5.11 (Tree Preservation and Urban Forestry) specifically policy 5.11.09; 5.14.09 (LDC Standards for development of environmentally sensitive and conservation lands); 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Reference: www.fbfl.us/Compplan
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 3.02.06 (Land Uses within Areas of Special Flood Hazard); 3.03.00 (Wetland Protection); 4.05.00 (Landscaping, Buffers, and Tree Protection); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board) Reference: www.fbfl.us/LDC
STAFF RECOMMENDATION:	Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval.
PAB RECOMMENDATION:	<i>Pending 10/9/19 public hearing</i>



Amelia Heights Subdivision Plat Book 5, Page 169- 1987

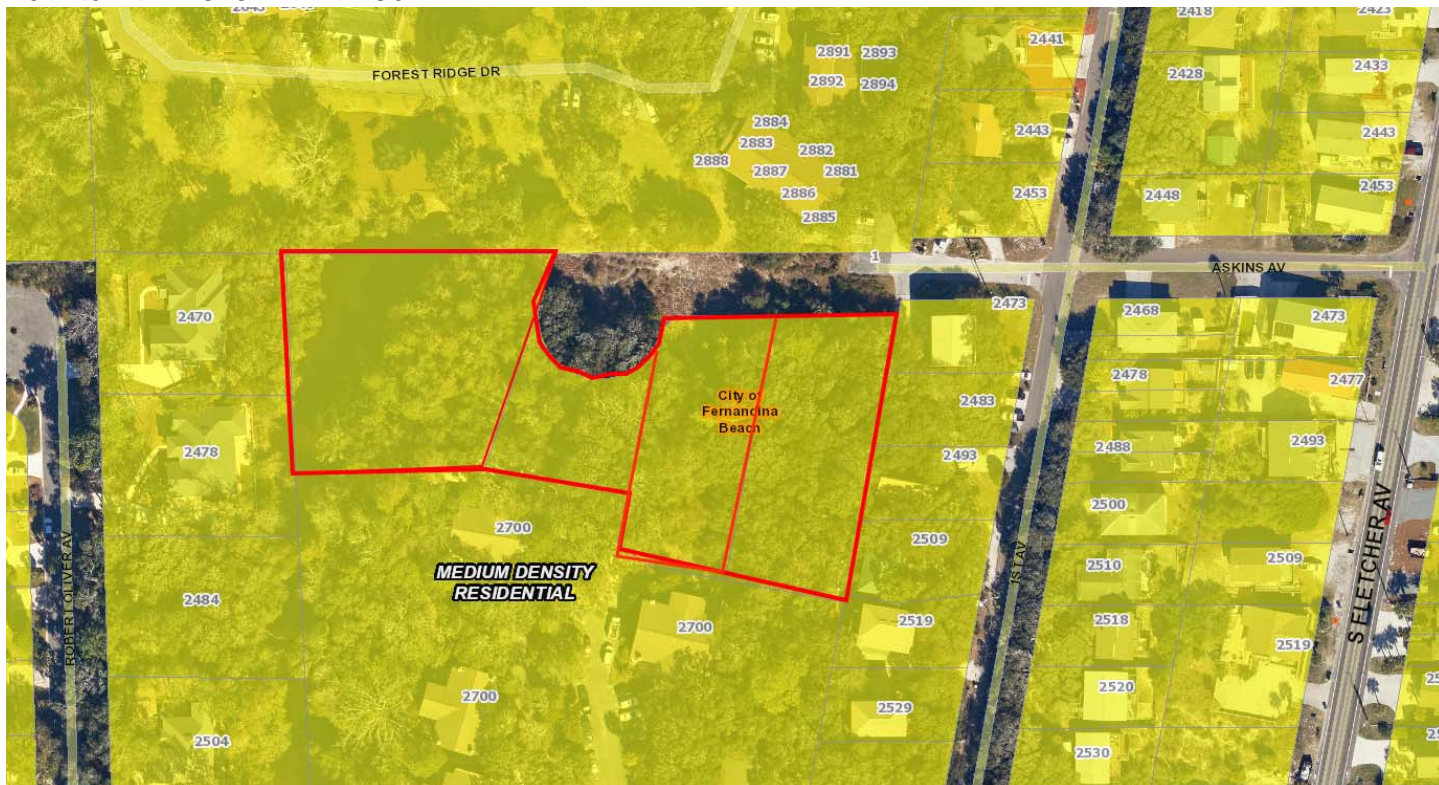
CITRONA DRIVE
Staff Report: Page 3 of 8



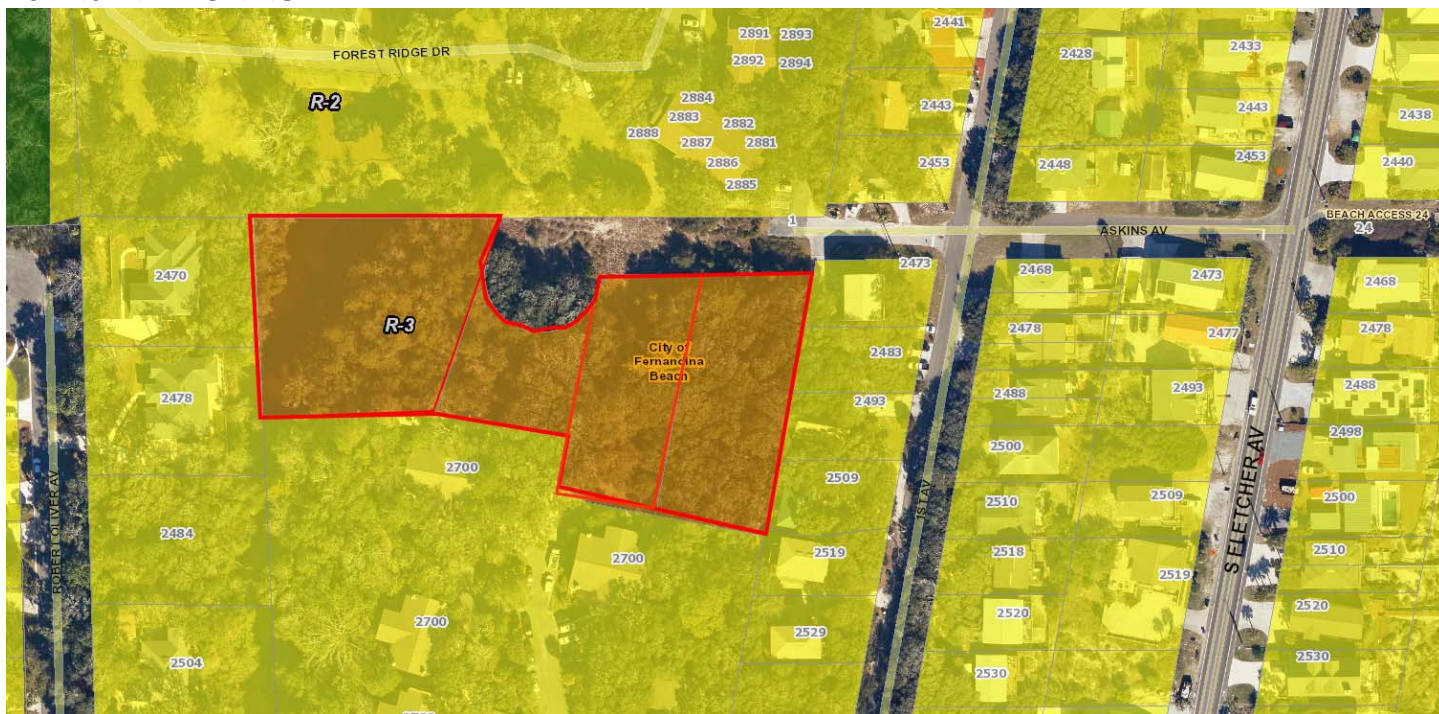


**STAFF REPORT
ASKINS AVE
ZONING CHANGE TO R-2**

ASKINS AVE -FUTURE LAND USE MAP



ASKINS AVE- ZONING MAP





**STAFF REPORT
ASKINS AVE
ZONING CHANGE TO R-2**

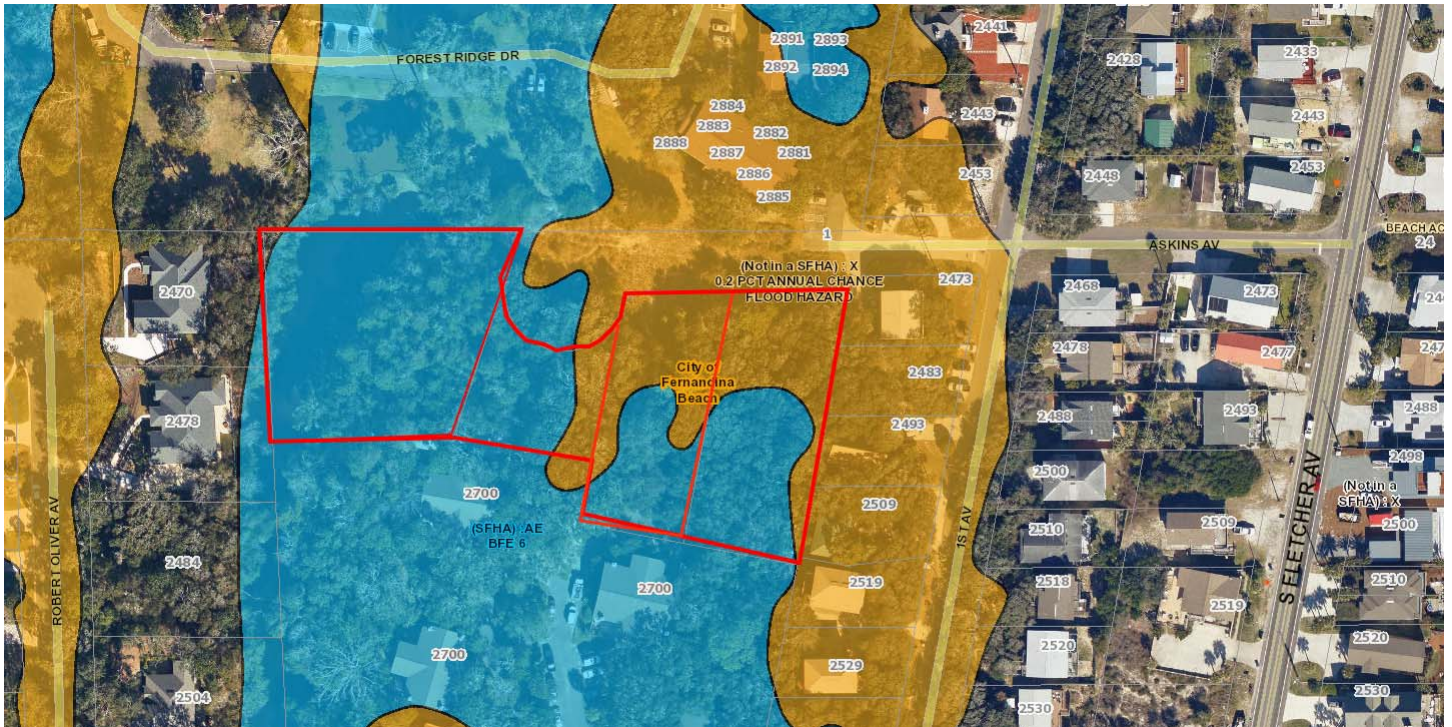
ASKINS AVE Approximate Location of Wetlands:





**STAFF REPORT
ASKINS AVE
ZONING CHANGE TO R-2**

ASKINS AVE Flood Zone:



ASKINS AVE Soils Map:





**STAFF REPORT
ASKINS AVE
ZONING CHANGE TO R-2**

ASKINS AVE Topography:





**STAFF REPORT
S 5TH STREET
ZONING CHANGE TO R-2**

**FIR STREET AND S. 5TH STREET- MILLER
ZONING MAP CHANGES**

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	00-00-31-1800-0287-0150 00-00-31-1800-0287-0130 00-00-31-1800-0287-0002 MILLER MATTHEW & JOELYNN				
APPLICANT/AGENT:	City of Fernandina Beach				
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)				
LOCATION AND DESCRIPTION OF SITE:	410 FIR STREET 615 S. 5 TH STREET VACANT PARCEL ADJOINING 615 S. 5 TH STREET				
CURRENT LAND USE + ZONING:	MEDIUM DENSITY RESIDENTIAL/ INDUSTRIAL FOR 456.84 SQ.FT. I-1				
PROPOSED LAND USE + ZONING:	MEDIUM DENSITY RESIDENTIAL R-2				
EXISTING USES ON SITE:	VACANT				
PROPERTY SIZE:	0.34 Acres of Land in Total				
DATA & ANALYSIS					
ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	X	NONE	10-11 FT	SAND	NOT IN CUPZ NOT IN CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	Single Family Homes	varies	R-2	Medium Density Residential
	South	Vacant	N/A	R-2	Medium Density Residential
	East	Single Family Homes	Varies	R-2	Medium Density Residential
	West	Vacant	N/A	I-1	Industrial
APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.04 (FLUM amendments); 1.02.09 (smooth land use transition and buffering); 1.07.05 (Medium Density Residential land use category); Objective 5.08 (Wetlands Protection and Preservation) and all policy statements which follow; Objective 5.10 (Wildlife Planning) and specific policies 5.10.01, 5.10.02, 5.10.05 5.14.09 (development standards for environmentally sensitive and conservation lands); Objective 5.11 (Tree Preservation and Urban Forestry) specifically policy 5.11.09;				



STAFF REPORT
S 5TH STREET
ZONING CHANGE TO R-2

	5.14.09 (LDC Standards for development of environmentally sensitive and conservation lands); 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Reference: www.fbfl.us/Compplan
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 3.02.06 (Land Uses within Areas of Special Flood Hazard); 3.03.00 (Wetland Protection); 4.05.00 (Landscaping, Buffers, and Tree Protection); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board) Reference: www.fbfl.us/LDC
STAFF RECOMMENDATION:	Staff recommends changing the Zoning District to R-2 (Medium Density Residential) to correspond with the current Future Land Use Map. Additionally, staff recommends the correction of the Future Land Use Map from Industrial to Medium Density Residential for approximately 457 square feet. Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval.
PAB RECOMMENDATION:	<i>Pending 10/9/19 public hearing</i>



**STAFF REPORT
S 5TH STREET
ZONING CHANGE TO R-2**

MAP EXHIBITS & PROPERTY IMAGES:

2019 AERIAL





STAFF REPORT
S 5TH STREET
ZONING CHANGE TO R-2

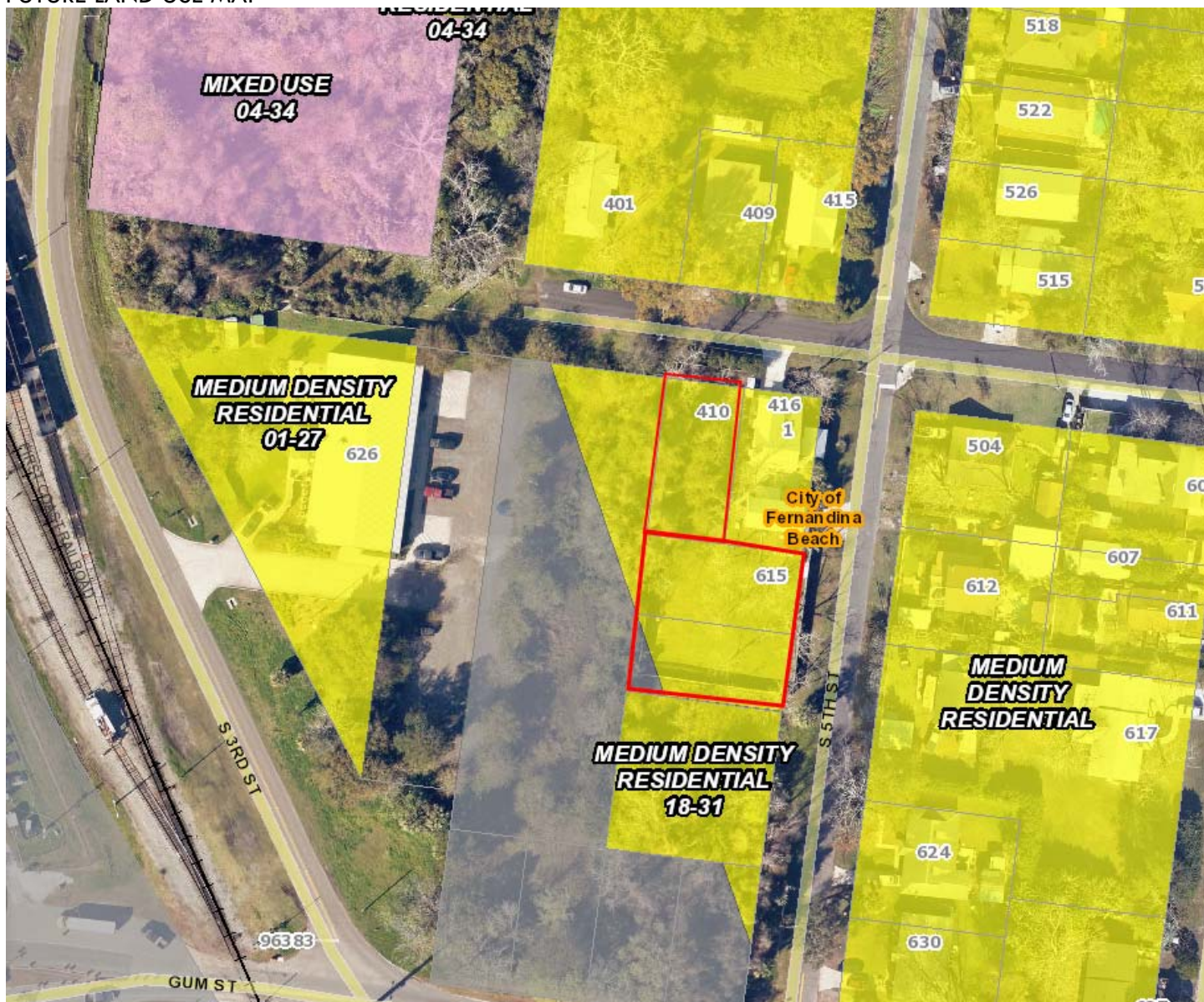
PHOTOS OF PROPERTY





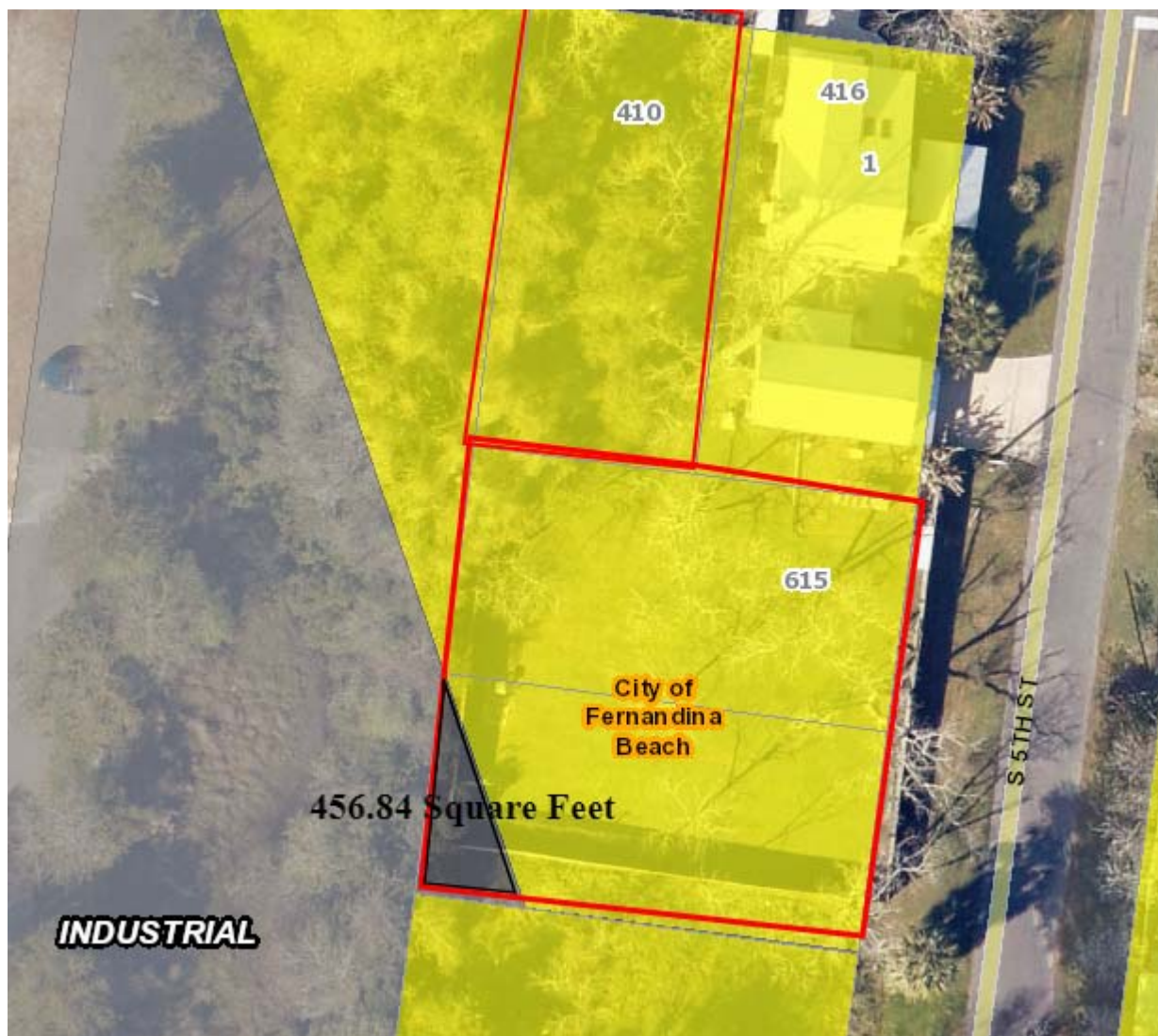
**STAFF REPORT
S 5TH STREET
ZONING CHANGE TO R-2**

FUTURE LAND USE MAP





STAFF REPORT
S 5TH STREET
ZONING CHANGE TO R-2





**STAFF REPORT
S 5TH STREET
ZONING CHANGE TO R-2**

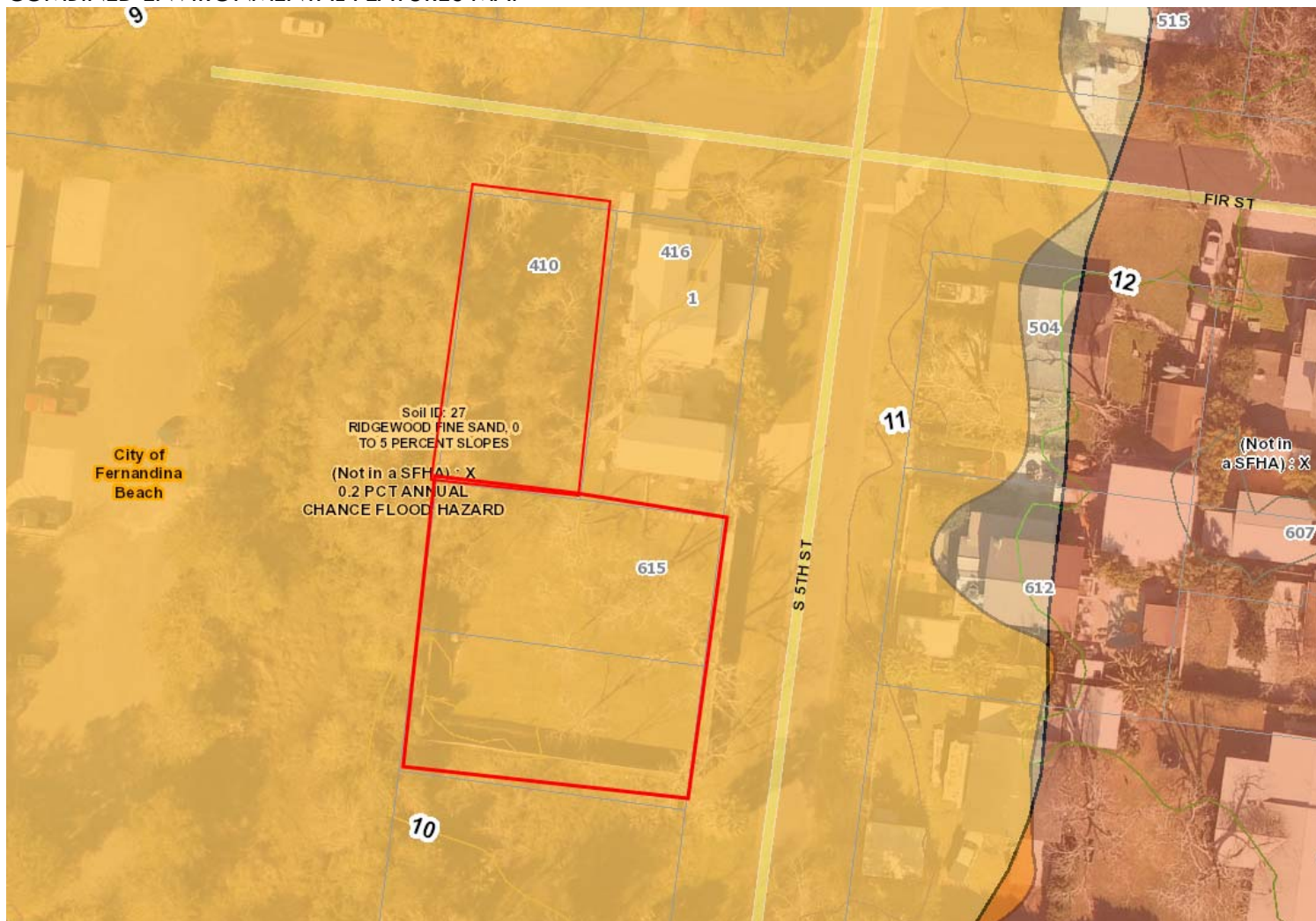
ZONING MAP





STAFF REPORT
S 5TH STREET
ZONING CHANGE TO R-2

COMBINED ENVIRONMENTAL FEATURES MAP





715 S. 6TH STREET
ZONING MAP CHANGES

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	00-00-31-1800-0288-0060 WALKER GERALDINE
APPLICANT/AGENT:	City of Fernandina Beach
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)
LOCATION AND DESCRIPTION OF SITE:	715 S. 6 TH Street Single Family Home Built in 2000 and Accessory Structures
CURRENT LAND USE + ZONING:	Future Land Use Map: Medium Density Residential Zoning: Industrial
PROPOSED LAND USE + ZONING:	Amend the Zoning Map from Industrial (I-1) to Medium Density Residential (R-2)
EXISTING USES ON SITE:	Single-Family Home constructed in 2000 with ancillary structures (Homesteaded)
PROPERTY SIZE:	0.23 Acres of Land

DATA AND ANALYSIS

ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	X	None Noted	11 ft to 12 ft	Fine Sand	Not in CUPZ Not in CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	Single Family Home/ vacant lots	1900	I-1 (vacant section only)/R-2	Industrial (vacant section only) /Medium Density Residential
	South	Single Family Home	1941	I-1	Medium Density Residential/ Industrial
	East	Single Family Home	2000	R-2	Medium Density Residential
	West	Unimproved Public ROW (S.5 th Street) abutting CSX transportation building/offices	N/A	I-1	Industrial
APPLICABLE	1.02.02 (adequate public services);				



STAFF REPORT
715 S. 6th Street

COMPREHENSIVE PLAN POLICIES:	1.02.03 (compact development patterns and availability of public facilities and services); 1.02.04 (FLUM amendments); 1.02.06 (criteria for allocating density); 1.02.07 (private property rights); 1.02.09 (smooth land use transition and buffering); 1.05.02 (nonconforming structures); 1.05.04 (existing platted lots of record); 1.06.06 (maintain and enhance existing conventional single-family neighborhoods); 1.07.05 (medium density residential land use category); 3.01.05 (provision of land use for housing); 4.05.11 (water quality/ stormwater); 4.05.12 (stormwater impacts); Objective 4.06 (fire rescue); Objective 4.07 (law enforcement); 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Reference: www.fbfl.us/Compplan
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 2.01.04 (R-2 zoning district); 2.01.20 (CON zoning district); 2.03.03 (Table of Accessory Uses); 4.01.01 (Density and Housing Types); 4.02.01 (Standards for Lot Design); 4.02.03 (Standards for Building and Building Placement); 4.05.00 (Landscaping, Buffers, and Tree Protection); 5.01.00 (Accessory Uses and Structures); 7.03.00 (Stormwater Management); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board) Reference: www.fbfl.us/LDC
STAFF RECOMMENDATION:	In order to correct the zoning conflict and ensure protection of the current use of the structure and its ancillary structures staff recommends that the board approve the following actions: 1. Amend Zoning Map for approximately 0.23 acres of land from Industrial (I-1) to Medium Density Residential (R-2) Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval.
PAB RECOMMENDATION:	<i>Pending 10/9/19 public hearing</i>



STAFF REPORT
715 S. 6th Street

MAP EXHIBITS & PROPERTY IMAGES:

715 S. 6th Street Photo + 2019 Aerial



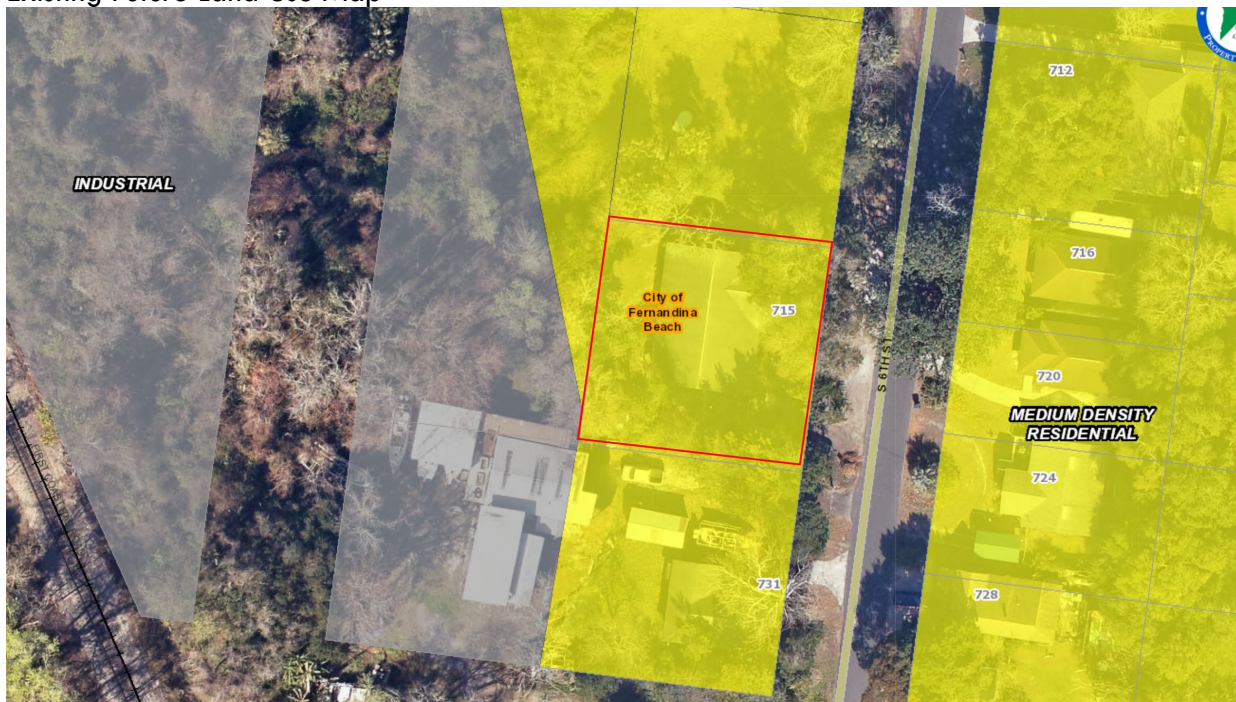


STAFF REPORT
715 S. 6th Street

Existing Zoning District I-1 (Request is to change entire parcel to R-2 to match FLUM)



Existing Future Land Use Map





STAFF REPORT
715 S. 6th Street

Approximate location of nearest wetlands:



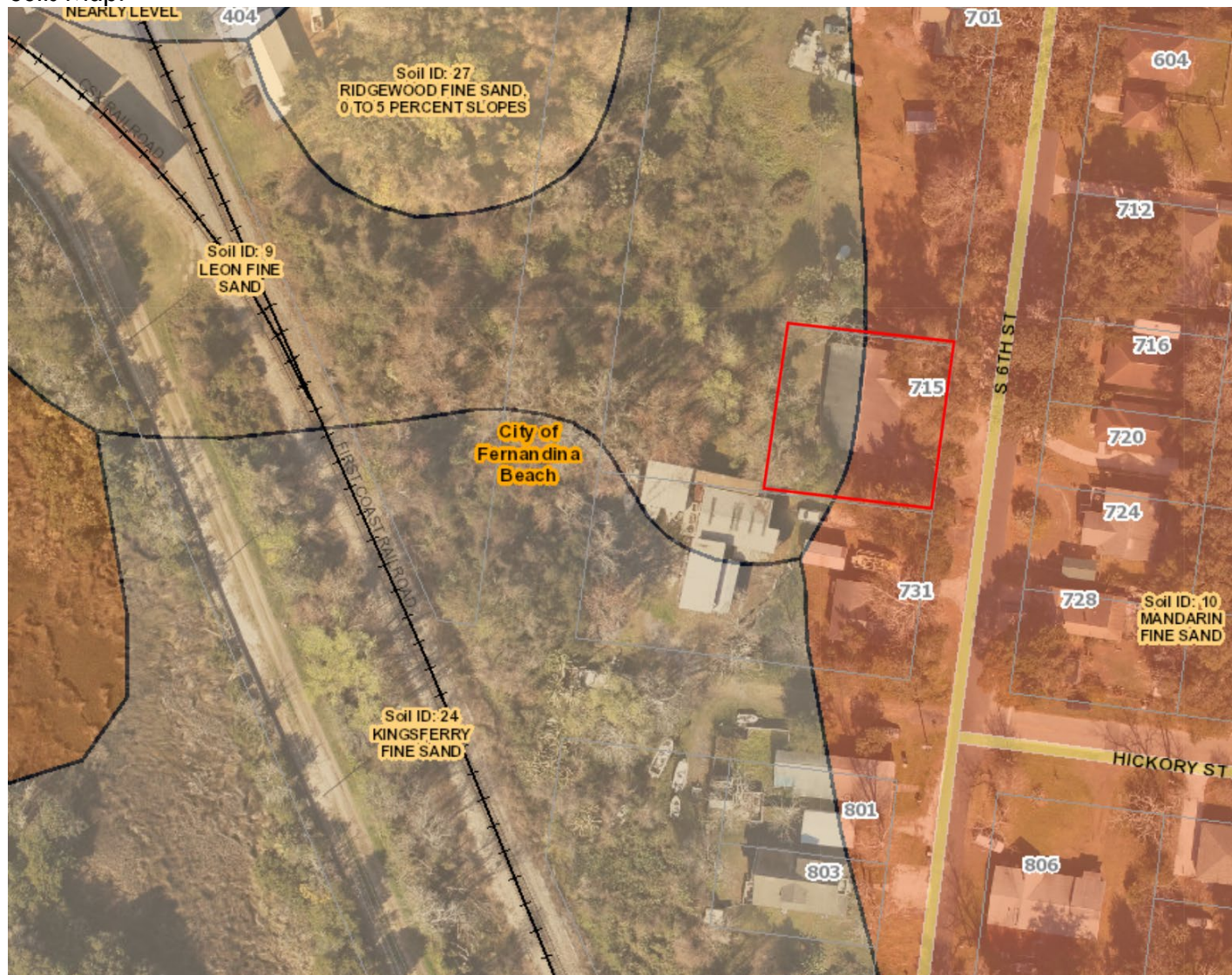
Flood Zone:





STAFF REPORT
715 S. 6th Street

Soils Map:





STAFF REPORT
715 S. 6th Street

Topography:





**731 S. 6TH STREET
FLUM AND ZONING MAP CHANGES**

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	00-00-31-1800-0288-0040 YORK WAYNE & BETTY R				
APPLICANT/AGENT:	City of Fernandina Beach				
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)				
LOCATION AND DESCRIPTION OF SITE:	731 S. 6 TH Street Single Family Home Built in 1941 and Accessory Structures				
CURRENT LAND USE + ZONING:	Split Future Land Use Map of Medium Density Residential (MDR) for 0.23 acres and Industrial (Ind) for 0.23 acres of Land Zoning: Industrial for 0.46 acres of land				
PROPOSED LAND USE + ZONING:	1. Amend Future Land Use Map for approximately 0.23 acres of land located on the western half of the property from Industrial (IND) to Medium Density Residential (MDR) 2. Amend Zoning Map for approximately 0.46 acres of land for approximately 0.46 acres of land from Industrial (I-1) to Medium Density Residential (R-2)				
EXISTING USES ON SITE:	Single-Family Home constructed in 1941 with ancillary structures (Not Homesteaded)				
PROPERTY SIZE:	0.46 Acres of Land				
DATA AND ANALYSIS					
ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	X and AE	None Noted	12 ft to 8 ft	Fine Sand	Not in CUPZ Not in CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	Single Family Home	2000	Industrial	Medium Density Residential
	South	Single Family Home	1925	R-2	Medium Density Residential
	East	Single Family Home	1920	R-2	Medium Density Residential
	West	Unimproved	N/A	I-1	Industrial



STAFF REPORT
731 S. 6th Street

	Public ROW (S.5 th Street) abutting CSX transportation building/offices			
APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.02 (adequate public services); 1.02.03 (compact development patterns and availability of public facilities and services); 1.02.04 (FLUM amendments); 1.02.06 (criteria for allocating density); 1.02.07 (private property rights); 1.02.09 (smooth land use transition and buffering); 1.05.02 (nonconforming structures); 1.05.04 (existing platted lots of record); 1.06.06 (maintain and enhance existing conventional single-family neighborhoods); 1.07.05 (medium density residential land use category); 3.01.05 (provision of land use for housing); 4.05.11 (water quality/ stormwater); 4.05.12 (stormwater impacts); Objective 4.06 (fire rescue); Objective 4.07 (law enforcement); 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Reference: www.fbfl.us/Compplan			
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 2.01.04 (R-2 zoning district); 2.01.20 (CON zoning district); 2.03.03 (Table of Accessory Uses); 4.01.01 (Density and Housing Types); 4.02.01 (Standards for Lot Design); 4.02.03 (Standards for Building and Building Placement); 4.05.00 (Landscaping, Buffers, and Tree Protection); 5.01.00 (Accessory Uses and Structures); 7.03.00 (Stormwater Management); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board) Reference: www.fbfl.us/LDC			
STAFF RECOMMENDATION:	In order to correct the current land use and zoning conflict and ensure protection of the current use of the structure and its ancillary structures staff recommends that the board approve the following actions: 1. Amend Future Land Use Map for approximately 0.23 acres of land located on the western half of the property from Industrial (IND) to Medium Density Residential (MDR) 2. Amend Zoning Map for approximately 0.46 acres of land for approximately 0.46 acres of land from Industrial (I-1) to Medium Density			



STAFF REPORT
731 S. 6th Street

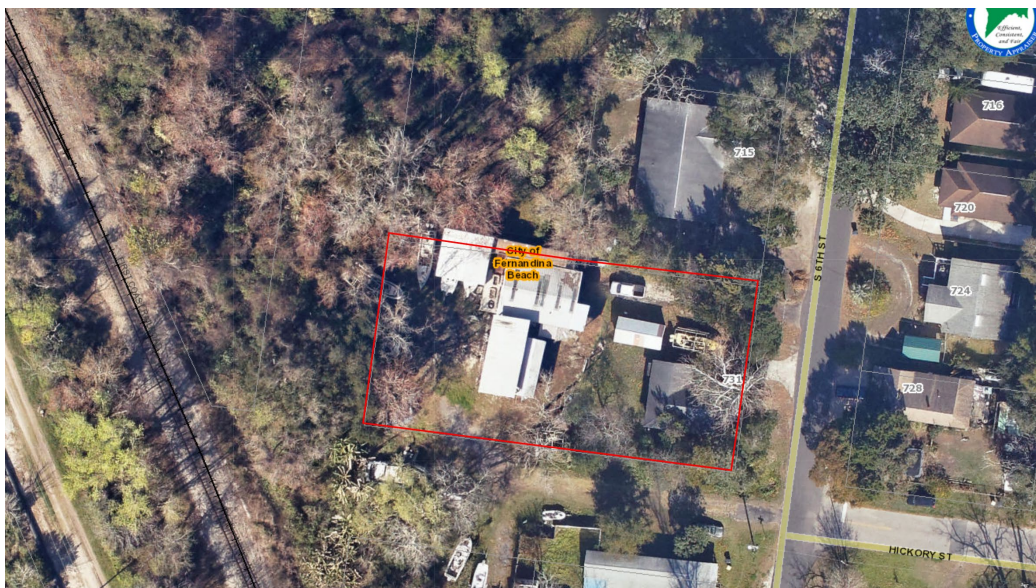
	Residential (R-2)
	Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval.
PAB RECOMMENDATION:	<i>Pending 10/9/19 public hearing</i>



STAFF REPORT
731 S. 6th Street

MAP EXHIBITS & PROPERTY IMAGES:

731 S. 6th Street Photo + 2019 Aerial



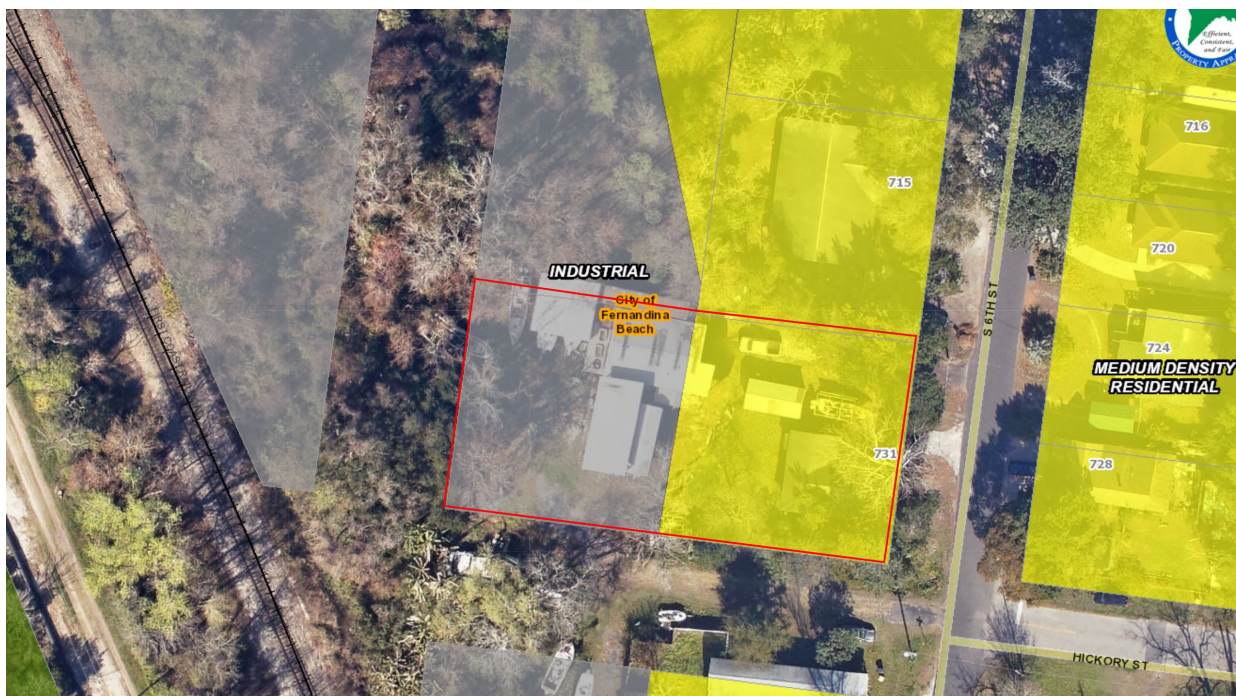


STAFF REPORT 731 S. 6th Street

Existing Zoning District



Existing Future Land Use Map



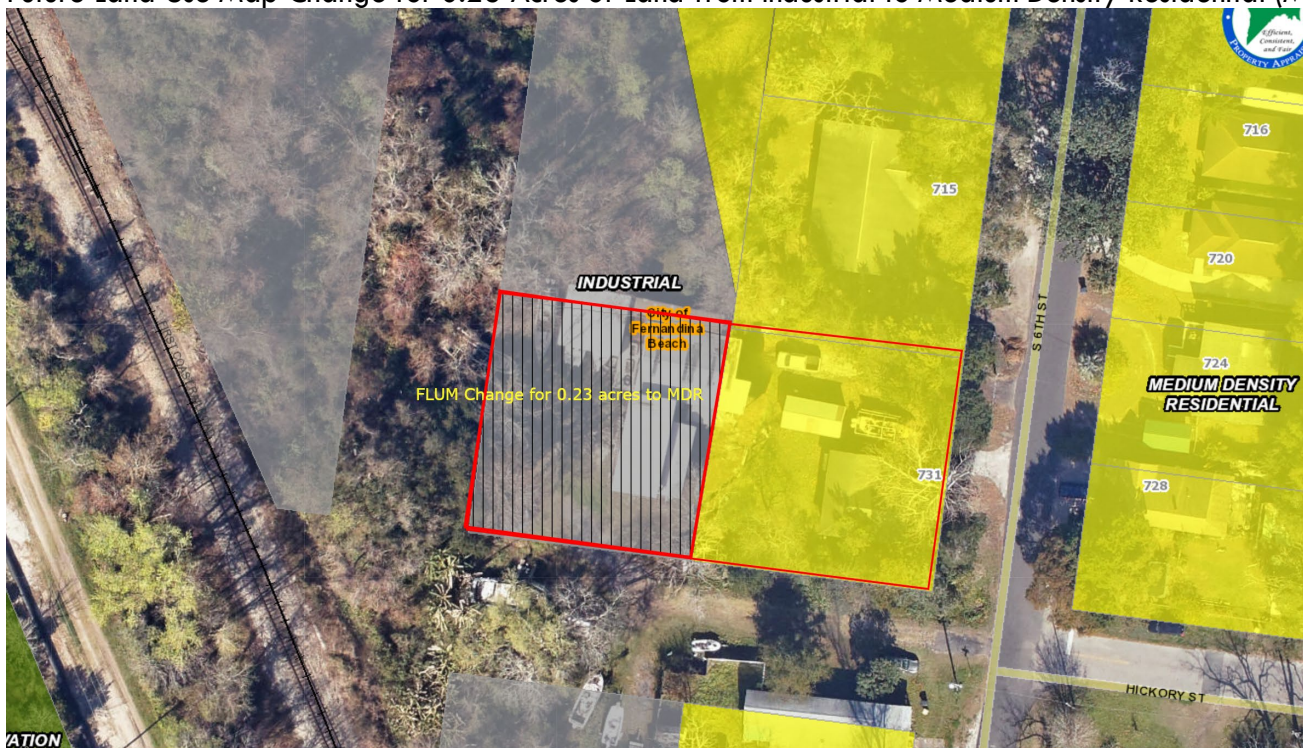


STAFF REPORT
731 S. 6th Street

Change of Zoning from I-1 to R-2 for 0.46 acres of land



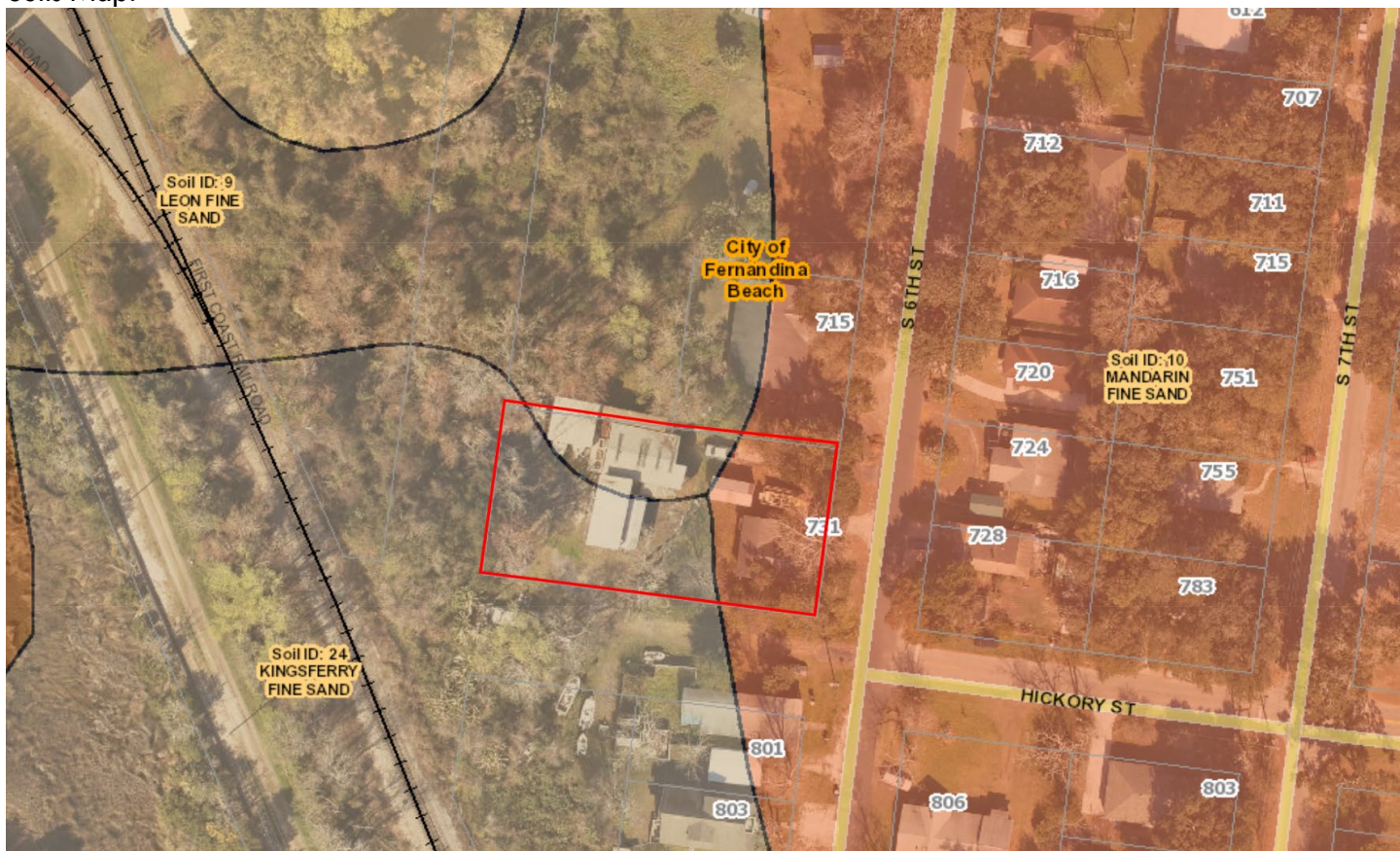
Future Land Use Map Change for 0.23 Acres of Land from Industrial to Medium Density Residential (MDR)





STAFF REPORT
731 S. 6th Street

Soils Map:





STAFF REPORT
731 S. 6th Street

Topography:



ORDINANCE NUMBER 2004-35

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, CHANGING THE ZONING DESIGNATION FROM INDUSTRIAL MANUFACTURING (IM) TO RESIDENTIAL COMMERCIAL MIXED DISTRICT (R2-C) FOR BLOCK 273 AND A PORTION OF BLOCKS 11, 12, 270, 271, 274, 275, 279 AND 281 OF SOUTH 3RD STREET AND SOUTH 2ND STREET; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City of Fernandina Beach as applicant applied for a zoning change from Industrial Manufacturing (IM) to Residential-Commercial Mixed District (R2-C) [Application No. CZ 2004-60]; and

WHEREAS, the existing Comprehensive Plan Future Land Use designation is Office & Residential Multi-Use (ORMU);

WHEREAS, the Planning Advisory Board tabled the request at their August 11, 2004 meeting and unanimously approved the zoning change request to R2-C (Residential-Commercial Mixed District) at the September 8, 2004 meeting.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AS FOLLOWS:

SECTION 1. PROPERTY INVOLVED. The property in question for this zoning change is located Block 273 and a portion of blocks 11, 12, 270, 271, 274, 275, 279 and 281 of South 3rd Street and South 2nd Street; it is approximately 9.14 acres and further described in the attached Exhibit "A."

SECTION 2. ZONING CHANGE. For the property in question, the zoning is hereby changed from Industrial Manufacturing to Residential-Commercial Mixed District (R2-C).

SECTION 3. SEVERABILITY. If any section, subsection, sentence, clause, phrase of this Ordinance, or the particular application thereof, shall be held invalid by any court, administrative agency or other body with appropriate jurisdiction, the remaining sections, subsections, sentences, clauses and phrases under application shall not be affected thereby.

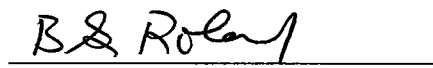
SECTION 4. EFFECTIVE DATE. That this Ordinance shall take effect thirty-one (31) days after its final adoption.

ADOPTED this 7th day of December, 2004.

ATTEST:


CASSANDRA P. MITCHELL
City Clerk

CITY OF FERNANDINA BEACH


GREG ROLAND
Commissioner-Mayor

Date of 1 st Reading:	October 19, 2004
Date of Advertisement:	November 3, 2004
Date of 2 nd Reading & Public Hearing:	December 7, 2004
Date of Final Adoption:	December 7, 2004



CITY COMMISSION AGENDA ITEM
CITY OF FERNANDINA BEACH

SUBJECT: ORDINANCE 2004-35: SOUTH 3RD STREET, FERNANDINA
BEACH CZ South 3rd Street (CZ 2004-60)

DEPARTMENT: Planning

ATTACHMENTS: ☒ Ordinance ☐ Resolution
☒ Support Documents ☐ Other

SUMMARY: The City of Fernandina Beach as applicant applied for a change of zoning for Block 273 and a portion of blocks 11, 12, 270, 271, 274, 275, 279 and 281 of South 3rd Street and South 2nd Street from IM: Industrial Manufacturing to R-2C: Residential-Commercial Mixed District. The area consists of six blocks with a mix of uses which includes vacant land, single-family residential, commercial, light manufacturing and cultural organizations. The Comprehensive Plan designates the subject area as Medium Density Residential. The area abuts an R-2: One and Two-Family Dwelling District on the east side and a C-3: Central Business District on the north side; it abuts an IW: Industrial Waterfront on the west side.

The Planning Advisory Board voted unanimously to recommend approval at their September 8, 2004 meeting. The City Commission approved Ordinance 2004-34 by a vote of 5-0 on October 19, 2004 on First Reading. This item is being forwarded for Second Reading, Public Hearing.

RECOMMENDED ACTION: Approve Ordinance 2004-35 on Second Reading

DEPARTMENT HEAD Submitted: Lupita McClenning, Planning Supervisor Date: 10/26/04
LM Requested Agenda Date: 12/07/04

FINANCE DEPARTMENT Budgeted ☐ Yes ☐ No ☐ N/A Date:

CITY ATTORNEY Approved for Form and Correctness *DP* Date: 11/12/04

CITY MANAGER Approved Agenda Item for *AM* Date: 12/7/04

COMMISSION ACTION: ☐ Approved As Recommended ☐ Disapproved
☐ Approved With Modification ☐ Tabled To Time Certain
☐ Other

DISTRIBUTION: ☐ CA ☐ CC ☐ CM ☐ CD ☐ FI ☐ FD ☐ GC ☐ HR ☐ MD ☐ PD
☐ PR ☐ PW ☐ UD

STAFF REPORT
CZ 2004-60
Amendment to the Zoning Map
Planning Advisory Board Hearing
August 11, 2004

Application Information

Applicant: City of Fernandina Beach
Block 273 and a portion of Blocks 11, 12, 270, 271, 274, 275
279 and 281
Agent: City of Fernandina Beach
Requested action: Rezone the subject area to R-2C
Location: South 3rd Street
Existing zoning: IM Industrial Manufacturing
Existing Future Land Use: Medium Density Residential
Map category:
Existing uses on the site: Mixed Residential and Commercial

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

Surrounding Area Information

	<u>Adjacent existing uses</u>	<u>Adjacent zoning</u>	<u>Adjacent Future Land Use</u> <u>Map category</u>
North	Mixed Commercial and Residential	C-3 Central Business District.	CBD Central Business District.
South	CSX Railroad & Rayonier	IM Industrial Manufacturing District	PSP Public & Semi Public
East	Residential	R-2 One and Two-Family Dwelling District	Medium Density Residential
West	CSX Railroad	IM Industrial Manufacturing District	PSP Public & Semi Public

Summary of Request and Background Information

This application is for rezoning Block 273 and a portion of Blocks 11, 12, 270, 271, 274, 275, 279 and 281 to a Residential-Commercial Mixed District (R2-C).

The current zoning designation is IM: Industrial Manufacturing and the Future Land Use Map category is MDR: Medium Density Residential. An additional application is forthcoming requesting an amendment to the Future Land Use Map to Office & Residential Mixed Use (ORMU). The Residential Commercial Mixed District (R2-C) zoning category is consistent with the ORMU land use category, in that the zoning category is intended for a predominantly mixed residential and commercial area. The area surrounding the subject property is predominantly

mixed, and abuts the Commercial Business District, R-2: One and Two-Family Dwelling District, and the Industrial Manufacturing uses of CSX and Rayonier.

Consistency with the Comprehensive Plan

The R2-C zoning district is consistent with the Future Land Use Map category of ORMU. This land use category is designed to accommodate business, and professional offices; personal service establishments with limited inventory of goods; neighborhood commercial uses and customary accessory uses, which are subordinate and incidental to the principal office or limited commercial use. Single-family and multi-family residential units are allowed in this land category.

Multi-uses may occur throughout the area designated for ORMU on the FLUM through the assignment of zoning districts for residential uses, limited commercial uses, and office uses.

The maximum density for residential development within the ORMU land use category is eight (8) units per acre. The intensity of non-residential development in the ORMU land use category shall not exceed a floor area ratio of 0.50.

Consistency with the Land Development Code

- §126-161 (a) of the Land Development Code sets forth the requirements for the R2-C zoning district. The district is intended as a district suitable for a mix of residential and commercial uses in areas where commercial and residential districts abut each other, or where residential uses are already mixed with commercial uses.

The current zoning of IM creates non-conforming structures and uses, such as the single-family residences. The proposed zoning district is compatible with the current uses and with the adjacent zoning districts and land uses and are consistent with the development pattern of a R2-C area.

Conclusion

The R2-C zoning district is consistent with the Fernandina Beach Comprehensive Plan and is an appropriate classification for the subject area.

Recommendation

Approve the rezoning request and assign the R2-C zoning classification to the South 3rd Street area.

Submitted by:


Lupita McClenning
Planner

ZONING CLASSIFICATION AMENDMENT REQUIREMENT

DATE STAMP:

APPLICATION NO.: C Z 2004-60

APP. FEE:

LEGAL AD FEE:

MAILING FEE:

RECEIVED BY:

APPLICATION FOR ZONING CLASSIFICATION
AMENDMENT

PLANNING ADVISORY BOARD

CITY OF FERNANDINA BEACH, FLORIDA

DATE RECEIVED:

1. APPLICANT'S INFORMATION:

Applicant(s): City of Fernandina Beach

Telephone: 904-277-7530

Address: 204 Ash Street

Fax: 904-277-7324

Address 2: Fernandina Beach, FL 32034

E-mail:

2. OWNER'S INFORMATION:

Owner(s): Richard Michael

Address: P.O. Box 483

Address 2: Fernandina Beach, FL 32035

3. APPLICANT'S AGENT INFORMATION:

Name: City of Fernandina Beach

Telephone:

Address: 204 Ash St., Fernandina Beach, FL

Fax:

E-mail:

4. APPLICANT'S REGISTERED LAND SURVEYOR/ENGINEER INFORMATION:

Name: N/A

Telephone:

Address:

Fax:

5. PROPERTY INFORMATION:

Project Name: South Third Street

Street Address: Elm @ Third

Lot Number: 1, 32-34 Block Number: 281 Subdivision

Section: all part of 31 Township: Range:

Nearest Street Intersection:

Parcel Identification Number(s): 00-00-31-1806-0281-0010, ~~00-00-31-1806-0281-0002~~

6. AREA INFORMATION:

Under an acre: Sq. Footage: Over an acre: Acres: Number of Lots/Parcels:

Existing Zoning Classification: Industrial Manufacturing (IM)

Existing Future Land Use Classification: Medium Density Residential

Existing Land Use: Mixed Residential and Commercial

Previous Planning/Zoning Approvals: One
parcel re-zoned to R-2 in January 2004

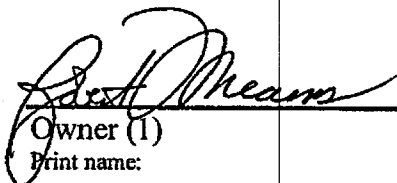
7. ZONING CLASSIFICATION R-2C Residential-Commercial District
AMENDMENT SOUGHT:

CONDITIONS:

I (we) also understand that the application fee does not include the fees associated with engineering review and/or construction inspection, inspections, reports, and the like required by the City of Fernandina Beach.

I (we) certify that no land clearing, excavation and/or filling have occurred on this property, and that no clearing, excavation and/or filling will commence prior to the issuance of a Land Clearing Permit. I (we) do hereby agree to perform any authorized land clearing, excavation and/or filling in accordance with the approved site plan and the City of Fernandina Beach Land Development Regulations.

By signature, I (we) acknowledge I (we) have read, understand and agree to the above conditions:


Owner (1)
Print name:

Robert T. Means
Owner (2)
Print name:

Lupita McClenning
Agent
Print name: LUPITA McClenning

The undersigned having been duly sworn on oath states the above information is true and correct as (s) he is informed and believes.

Lupita McClenning LUPITA MCCLENNING
Signature of Owner(s) or Agent Print name of Owner(s) or Agent

STATE OF FLORIDA }
COUNTY OF NASSAU } ss.

Subscribed and sworn to before me this 14th day of Aug, 2004.

Cassandra P. Mitchell Cassandra P. Mitchell
Notary Public: Signature Printed Name



Cassandra P. Mitchell
My Commission DD120065
Expires May 22, 2006

My Commission Expires:

Individual making statement is ✓ personally known or _____ produced identification.
Type of identification produced: _____

**CITY OF FERNANDINA BEACH, FLORIDA
PLANNING ADVISORY BOARD**

TO: Fernandina Beach City Commission
Fernandina Beach, FL 32034

RE: REPORT ON COMMERCIAL ZONING CLASSIFICATION CHANGE

On September 8, 2004, after due notice, the Planning Advisory Board held a public hearing to consider Change in Zoning 2004-60.

- a. Applicant: City of Fernandina Beach.
b. Request: Change of Zoning request for 3rd Street residents from IM: Industrial Manufacturing District to R2C: Residential Commercial Mixed District.

Having reviewed and considered the Application and attachments thereto and the testimony from those present at the public hearing as well as the City Staff Report on this Application, the Board considered the following factors in Objective 1.01 of the Comprehensive Plan, as well as the general criteria in evaluating this proposed zoning classification change:

Policy 1.01.04. Decisions on zoning classification changes shall be based on analysis of the following items:

- a. SURROUNDING USES: _____

- b. SURROUNDING ZONING: _____

- c. ACREAGE: _____

- d. SOILS AND TOPOGRAPHY: _____

- e. DESCRIPTION OF SITE (re suitability, presence or absence of natural resources, environmentally sensitive areas, flood zone, historic resources): _____

- f. IMPACT ON ADOPTED LEVELS OF SERVICE: _____

- g. LOCATION: ☐ Coastal Protection zone ☐ Coastal Upland Protection zone:

OTHER CRITERIA FOR COMMERCIAL ZONING CHANGES

Policy 1.06, Comprehensive Plan, and Code of Ordinances,
Sec. 126-301 (CPO), Sec. 126-221 (C-1), Sec. 126-241 (C-2), and Sec. 126-261 (C-3)

(If NO explain)

YES NO

FINDINGS OF FACT

- ☒ ☐ 1. Convenient and direct access at minor/major arterial intersections or collector/arterial intersection if minimal access is necessary on the collector street.
- ☒ ☐ 2. Accessibility to or the ability to provide essential public services consistent with chapter 106.
- ☒ ☐ 3. Pattern of development, considering accessibility, compatibility, and clustering, with priority at locations exhibiting proximity to other types of nonresidential uses, including employment centers and marketing centers.
- ☒ ☐ 4. Compatibility between commercial and surrounding land uses, including traffic circulation, pedestrian access, hours of operation, visual impacts and landscape design.

AFTER DISCUSSION, motion was:

Made by Board Member Conner,

Seconded by Board Member Bennett to recommend:

Zoning Classification Change CZ 2004-60 be:

☒ Approved as presented.

☐ Disapproved for the following reasons:

The Motion [PASSED] [FAILED] by a vote of 7 YES 0 NO.

The Planning Advisory Board respectfully recommends to the City Commission that Zoning Classification Change 2004-60 be [APPROVED] [DENIED].

[Signature]
Chair

9/8/04
Date

[Signature]
Vice-Chair

9/8/04
Date

AFFIDAVIT OF MAILING

State of Florida
County of Nassau

I, Juliana Miller, being first duly sworn, depose and state as follows:

1. That I am an employee of the City of Fernandina Beach, Community Development Department; and
2. That part of my duties includes processing applications of all types; and
3. That one of the requirements for processing applications is that notice shall be sent by regular U.S. mail to each property owner within a 300 foot area; and
4. That on July 29, 2004, I mailed the letter attached hereto as Exhibit 1 to each of the property owners shown on the list in Exhibit 2, by regular U.S. mail; and
5. That for CZ 2004-60 City of Fernandina Beach the list of the adjacent property owners from the Nassau County Property Appraisers Office is attached hereto as Exhibit 2.
6. That the Affidavit of Publication of the Notice is a separate document, provided by the News Leader.

FURTHER AFFIANT SAYETH NAUGHT.

Juliana Miller
Signature
JULIANA MILLER
Printed Name
Staff Assistant
Title

Subscribed and sworn to before me, a notary public in and for the State of Florida this 29th day of July, 2004.



KIMBERLY S. ELLIOTT
Notary Public, State of Florida
My comm. expires Feb. 5, 2008
Comm. No. DD 288038

Kimberly Elliott



City of Fernandina Beach

PLANNING DEPARTMENT

July 28, 2004

NOTICE OF PUBLIC HEARING PLANNING ADVISORY BOARD CITY OF FERNANDINA BEACH

Dear Property Owner:

A Quasi-Judicial, Public Hearing will be held by the Planning Advisory Board Wednesday, July 14, 2004 at 6:00 PM in the City Commission Chambers, 204 Ash Street, Fernandina Beach, Florida to consider the following:

South Third Street, Block 273, and a portion of Blocks 11, 12, 270, 271, 274, 275, 279 and 281:

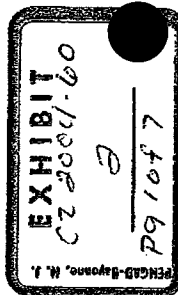
Zoning Change 2004-60: to change the zoning classification from Industrial Manufacturing District (IM) to Residential-Commercial Mixed District (R-2C).

A copy of the application and information on this application may be inspected in the office of the Planning Department, City Hall, 204 Ash Street, between the hours of 8:00AM – 5:00PM, Monday through Friday.

Interested parties may appear at said hearing and be heard as to the advisability of any action, which may be considered. Any persons with disabilities requiring accommodations in order to participate in this program or activity should contact 277-7305, TTY 277-7399, (TTY number for all City offices) or through the Florida Relay Service at 1-800-955-8771 at least 24 hours in advance to request such accommodation.

IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD/COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH HEARING, S/HE WILL NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

Planning Department





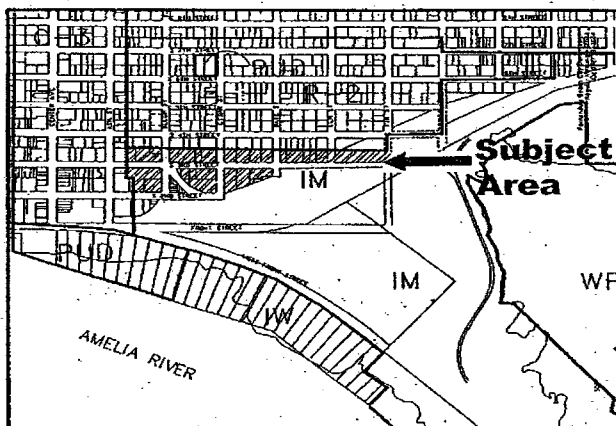
NOTICE OF PUBLIC HEARING CHANGE IN ZONING

NOTICE IS HEREBY GIVEN that the City Commission of the City of Fernandina Beach, Florida, will hold a public hearing on Tuesday, December 7, 2004 at 6:00 p.m., in the City Commission Chambers, 204 Ash Street, Fernandina Beach, Florida, on the proposed Ordinance entitled as follows:

ORDINANCE NUMBER 2004-35

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, CHANGING THE ZONING DESIGNATION FROM INDUSTRIAL MANUFACTURING (IM) TO RESIDENTIAL COMMERCIAL MIXED DISTRICT (R2-C) FOR BLOCK 273 AND A PORTION OF BLOCKS 11, 12, 270, 271, 274, 275, 279 AND 281 OF SOUTH 3RD STREET AND SOUTH 2ND STREET; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A copy of said proposed ordinance may be inspected by the public at the office of the undersigned at 204 Ash Street, Fernandina Beach, Florida. Interested parties may appear at said hearing and be heard as to the advisability of any action, which may be considered with respect to such ordinance.



ALL MEMBERS OF THE PUBLIC ARE INVITED TO BE PRESENT AND BE HEARD. IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH HEARING, S/HE WILL NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS PROGRAM OR ACTIVITY SHOULD CONTACT 277-7305 OR TDD 277-7399 OR FLORIDA RELAY SERVICE 1-800-955-8771, AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATION.

CITY OF FERNANDINA BEACH
BY: CASSANDRA P. MITCHELL
ITS: CITY CLERK

NEWS LEADER

AMELIA ISLAND • FERNANDINA BEACH • NASSAU COUNTY

Published Weekly

511 Ash Street/P.O. Box 766 (904) 261-3696
Fernandina Beach, Nassau County, Florida 32034

STATE OF FLORIDA
COUNTY OF NASSAU:

Before the undersigned authority personally appeared
Robert O. Fiege

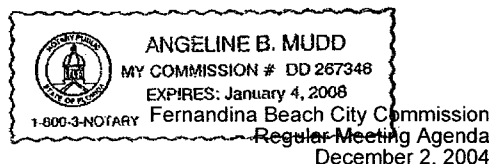
Who on oath says that he is the Production Director of the Fernandina Beach News-Leader, a weekly newspaper published at Fernandina Beach in Nassau County, Florida; that the attached copy of advertisement, being a LEGAL DISPLAY ADVERTISEMENT in the matter of

CITY OF FERNANDINA BEACH
Notice of Public Hearing
Change in Zoning
Ord. No: 2004-35

Was published in said newspaper in the issue(s) of
11/03/04

Affiant further says that the said Fernandina Beach News-Leader is a newspaper published at Fernandina Beach, in said Nassau County, Florida and that the said newspaper has heretofore been continuously published in said Nassau County, Florida, each week and has been entered as second class mail matter at the post office in Fernandina Beach in said Nassau County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and Affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me
This 5th day of November, A.D., 2004

Angelina B Mudd, Notary Public.
Personally Known

Published Weekly

511 Ash Street/P.O. Box 766 (904) 261-3696
Fernandina Beach, Nassau County, Florida 32034

**STATE OF FLORIDA
COUNTY OF NASSAU:**

Before the undersigned authority personally appeared
Michael B. Hankins
who on oath says that he is the Advertising Director
of The Fernandina Beach *News-Leader*, a weekly
newspaper published at Fernandina Beach in Nassau
County, Florida; that the attached copy of
advertisement, being a Legal Notice
in the matter of

**NOTICE OF PUBLIC HEARING
Change in Zoning
City Commission of the City of Fernandina Beach**

was published in said newspaper in the issues of
11-03-2004

ref. No. 3884

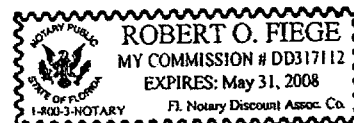
Affiant further says that the said Fernandina Beach
News-Leader is a newspaper published at Fernandina
Beach, in said Nassau County, Florida, and that the
said newspaper has heretofore been continuously
published in said Nassau County, Florida, each week
and has been entered as second class mail matter at
the post office in Fernandina Beach in said Nassau
County, Florida, for a period of one year next
preceding the first publication of the attached copy
of advertisement; and affiant further says that he has
neither paid nor promised any person, firm or
corporation any discount, rebate, commission or
refund for the purpose of securing this advertisement
for publication in the said newspaper.

Michael B. Hankins

Sworn to and subscribed before me
this 3rd day of November, A.D. 2004.

Robert O. Fiege
Robert O. Fiege, Notary Public

RF Personally Known



Fernandina Beach City Commission
Regular Meeting Agenda
December 2, 2004

NOTICE OF PUBLIC HEARING
CHANGE IN ZONING
NOTICE IS HEREBY GIVEN
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the City of Fernandina Beach,
Florida, will hold a public hear-
ing on Tuesday, December 7,
2004 at 6:00 p.m., in the City
Commission Chambers, 204
Ash Street, Fernandina Beach,
Florida, on the proposed
Ordinance entitled as follows:
ORDINANCE 2004-35
AN ORDINANCE OF THE
CITY COMMISSION OF THE
CITY OF FERNANDINA BEACH,
FLORIDA, CHANGING THE
ZONING DESIGNATION FROM
INDUSTRIAL MANUFACTURING
(IM) TO RESIDENTIAL COM-
MERCIAL MIXED DISTRICT (R2-
C) FOR BLOCK 273 AND A
PORTION OF BLOCKS 11, 12,
270, 271, 274, 275, 279 AND 281
OF SOUTH 3rd STREET AND
SOUTH 2nd STREET; PROVID-
ING FOR SEVERABILITY AND

PROVIDING FOR AN EFFECT-
TIVE DATE.

A copy of said proposed
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of the undersigned at 204 Ash
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Florida. Interested parties may
appear at said hearing and
be heard as to the advisabil-
ity of any action which may
be considered with respect
to such ordinance.

ALL MEMBERS OF THE PUBLIC
ARE INVITED TO BE PRE-
SENT AND BE HEARD. IF ANY
PERSON DECIDES TO APPEAL
ANY DECISION MADE BY THE
COMMISSION WITH RESPECT
TO ANY MATTER CONSIDERED
AT SUCH HEARING, S/HE WILL
NEED TO ENSURE THAT A VER-
BATIM RECORD OF THE PRO-
CEEDINGS IS MADE, WHICH
RECORD INCLUDES THE TESTI-
MONY AND EVIDENCE UPON
WHICH THE APPEAL IS TO BE
BASED. PERSONS WITH DIS-
ABILITIES REQUIRING ACCOM-
MODATIONS, IN ORDER TO
PARTICIPATE IN THIS PROGRAM
OR ACTIVITY SHOULD CON-
TACT 277-7305 OR TDD 277-
7399 OR FLORIDA RELAY SER-
VICE 1-800-955-8771, AT LEAST
24 HOURS IN ADVANCE TO
REQUEST SUCH ACCOMMO-
DATION.

CITY OF FERNANDINA
BEACH
BY: CASSANDRA MITCHELL
CITY CLERK
11-11-03-2004
3884

**GENERAL CRITERIA IN THE FERNANDINA BEACH COMPREHENSIVE PLAN
FOR ZONING CLASSIFICATION CHANGES**

OBJECTIVE 1.01. GROWTH MANAGEMENT. The City shall implement growth management techniques to ensure that land use decisions are consistent with the FBCP, to provide land development regulations consistent with accepted planning principles and practices, to ensure that public services and facilities are provided when needed by development, to control instances of sprawl, and to encourage creativity in land use and design.

OBJECTIVE 1.02. NATURAL RESOURCE PROTECTION. The City shall ensure consistency between the land development process and the natural environment by directing development densities and intensities to those areas having the greatest capacity for absorbing development while protecting those environmentally sensitive areas, which have lower tolerance for urbanization.

Policy 1.02.01 NATURAL RESOURCE PROTECTION. The City shall protect environmental resources. The City's land development regulations shall address development in flood plains, shoreline protection, wetlands protection, and habitats for listed species.

OBJECTIVE 1.04. NONCONFORMITIES. The City shall eliminate or reduce nonconforming land uses and nonconforming structures.

OBJECTIVE 1.06. LAND USE. The City shall ensure that suitable land is available for residential, commercial, industrial, and public use. Suitability shall be based on the availability of services and facilities and the ability of the land to be developed, while respecting the integrity of the built and natural environment.

Ordinance #2004-34 by title only, which was as follows: "AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, CHANGING THE FUTURE LAND USE MAP CLASSIFICATION FROM MEDIUM DENSITY RESIDENTIAL (MDR) TO OFFICE & RESIDENTIAL MULTI-USE (ORMU) FOR BLOCK 273 AND A PORTION OF BLOCKS 11, 12, 270, 271, 274, 275, 279 AND 281 OF SOUTH 3RD STREET AND SOUTH 2ND STREET; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE." A motion was made by Vice-Mayor Roberts, seconded by Commissioner Crow, to open the public hearing. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

Ms. Elizabeth Dion, 2740-B Ocklawaha Avenue, representative of the Board of the Amelia Community Theater, explained that they were in the process of fund raising to expand their building. She stated that they wanted to be assured because they didn't see anything under R2-C that listed a community theater as a permitted use or conditional use. She explained that they wanted to be sure that this wouldn't be a problem for their project. Planning Supervisor McClenning stated that this was discussed with Ms. Gail Easley and a civic structure and a cultural center will be included since they exist now. City Manager Mearns noted therefore it is a permitted use and as such can be expanded. Ms. McClenning replied yes. A motion was made by Vice-Mayor Roberts, seconded by Commissioner Crow, to close the public hearing. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried. A motion was made by Vice-Mayor Roberts, seconded by Commissioner Crow, to adopt Ordinance #2004-34 on second and final reading. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

ORDINANCE #2004-35 CHANGE IN ZONING - SOUTH THIRD STREET [QUASI-JUDICIAL]: City Attorney Braga read Ordinance #2004-35 by title only, which was as follows: "AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, CHANGING THE ZONING DESIGNATION FROM INDUSTRIAL MANUFACTURING (IM) TO RESIDENTIAL COMMERCIAL MIXED DISTRICT (R2-C) FOR BLOCK 273 AND A PORTION OF BLOCKS 11, 12, 270, 271, 274, 275, 279 AND 281 OF SOUTH 3RD STREET AND SOUTH 2ND STREET; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE." Mayor Roland announced that this was a quasi-judicial hearing and that printed procedures were available for review. There were no ex parte communications to be disclosed by the City Commission. A motion was made by Vice-Mayor Roberts, seconded

by Commissioner Crow, to open the public hearing. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried. City Clerk Mitchell administered the oath to those parties that were about to present testimony. Planning Supervisor McClenning gave an overview of the request as contained in the agenda support documents. There being no comments from the floor, a motion was made by Vice-Mayor Roberts, seconded by Commissioner Crow, to close the public hearing. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried. City Attorney Braga explained that the intent of this was to correct some non-conforming uses that were in this area. She stated that based on all the evidence presented including all the written materials in the packet there was substantial competent evidence. **A motion was made by Vice-Mayor Roberts, seconded by Commissioner Walker, to adopt Ordinance #2004-35 on second and final reading. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.** Mayor Roland thanked the City Manager, the City Attorney, and Ms. McClenning for their work on this.

ORDINANCE #2004-40 SECOND READING AND PUBLIC HEARING CREATING A ONE TIME ONLY EXCEPTION FOR SHORT TERM RENTALS FOR THE WEEK OF SUPER BOWL: City Attorney Braga read Ordinance #2004-40 by title only, which was as follows: "AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH ESTABLISHING A POLICY TO ALLOW SHORT TERM RENTALS IN ALL RESIDENTIAL DISTRICTS DURING A SPECIFIC PERIOD FOR THE 2005 SUPER BOWL; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE." A motion was made by Vice-Mayor Roberts, seconded by Commissioner Crow, to open the public hearing. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried. There being no comments from the floor, a motion was made by Vice-Mayor Roberts, seconded by Commissioner Crow, to close the public hearing. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried. **A motion was made by Vice-Mayor Roberts, seconded by Commissioner Crow, to adopt Ordinance #2004-40 on second and final reading. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

BOARD APPOINTMENT FOR THE BOARD OF TRUSTEES OF THE POLICE AND FIRE PENSION PLAN: According to the agenda support documents, there was 1 term expiring on the Board of Trustees of the Police and Fire Pension Plan. **A motion was made by Vice-Mayor**

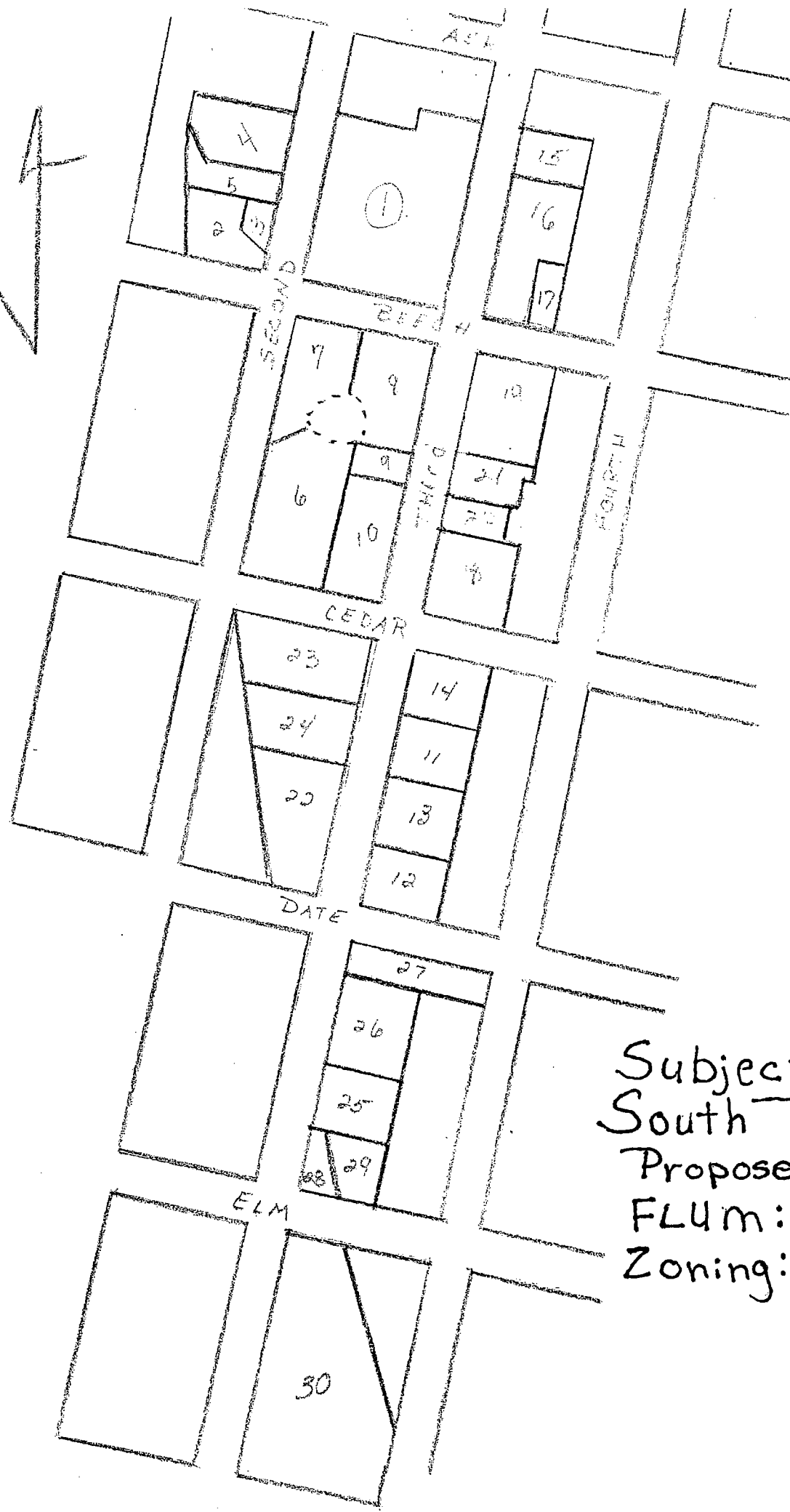
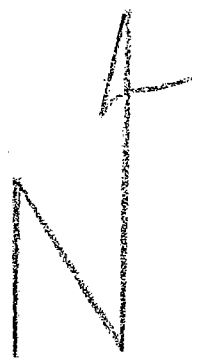


Exhibit A
Pg 1

Subject Properties
South Third St
Proposed
FLUM: ORMU
Zoning: R-2C

	PIN	Address	Owner
1	00-00-31-1800-0270-0040	South 3rd St	Nassau Lumber
2	00-00-31-1800-0271-0131	Beech St	Rita Jackson
3	00-00-31-1800-0271-0201	South 2nd St	Stuart Savedoff
4	00-00-31-1800-0271-0070	115 South 2nd	New England Flag & Banner
5	00-00-31-1800-0271-0110	South 2nd	Fernandina Lumber & Supply
6	00-00-31-1800-0273-0050	Cedar	Amelia Community Theater
7	00-00-31-1800-0273-0010	208 Beech	Honorata Krystyna Giedrys
8	00-00-1800-0273-0020	209 S 3rd St	Herbert & Kathy Smith
9	00-00-31-1800-0273-0220	211 S 3rd St	Carol Lee Adams
10	00-00-31-1800-0273-0150	233 S 3rd St	Amelia Is. Museum of His.
11	00-00-31-1800-0274-0020	312 S 3rd St	Charles W Crobsy
12	00-00-31-1800-0274-0100	307 Date St	Elizabeth McComis
13	00-00-31-1800-0274-0060	307 Date St	Elizabeth McComis
14	00-00-31-1800-0274-0010	306 Cedar St	Colean M Edenfield
15	00-00-31-1800-0012-0020	South 3rd St	Stephen & Eleanor Ensley
16	00-00-31-1800-0012-0050	124 S 3rd St	Anthony & Angelo Tringali
17	00-00-31-1800-0012-0130	124 S 3rd St	Anthony & Angelo Tringali
18	00-00-31-1800-0011-0090	230 S 3rd St	Gertrude & Monroe Spivey
19	00-00-31-1800-0011-0010	South 3rd St	Louis & Terry Walger
20	00-00-31-1800-0011-0072	222 S 3rd St	Cockran Printing
21	00-00-31-1800-0011-0040	South 3rd St	Elkam Inv./Ronveaux/Donelson
22	00-00-31-1800-0275-0060	321 S 3rd St	Elizabeth Stillwell
23	00-00-31-1800-0275-0270	301 S 3rd St	Douglas Deloris Richo
24	00-00-31-1800-0275-0230	309 S 3rd St	Deborah Ginquina
25	00-00-31-1800-0279-0060	424 S 3rd St	John & Tammi Lovell
26	00-00-31-1800-0279-0012	406 S 3rd St	Lillian & JD Daniel
27	00-00-31-1800-0279-0011	402 S 3rd St	Farley Buchanan
28	00-00-31-1800-0279-0101	Elm & Third	M. Richardson/C Courson
29	00-00-31-1800-0279-0110	324 Elm	Daphne Cryder/Yvonne Spivey
30	00-00-31-1800-0281-0010	Elm & Third	Michael Richardson

Exhibit A
pg 2

MINUTES

**PLANNING ADVISORY BOARD
REGULAR MEETING**

**WEDNESDAY – SEPTEMBER 8, 2004
6:00 PM**

**CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FLORIDA 32034**

I. Call to Order

Chairman Wilking called the meeting to order.

II. Roll Call/Determination of Quorum

Board Members Present

J. Peter Wilking, Chair
Richard Bradford
Paul Condit
David Beal (Alternate)

Mark Bennett
William A. Conger
Marilyn Williamson
Renea Rice (Alternate)

Board Members Absent

Horace B. Clark III (Excused absence)

Others Present

Valerie Faltemier, Board Attorney
Lupita McClenning, City Planner
Jessica Williams, Recording Secretary

A motion was made by Board Member Bradford, seconded by Board Member Bennett, to seat Board Member Conger as Vice Chair due to the absence of Board Member Clark. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

A motion was made by Board Member Conger, seconded by Board Member Bradford, to seat Board Member Beal as a voting member due to the absence of Board Member Clark. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

GENERAL CRITERIA IN THE FERNANDINA BEACH COMPREHENSIVE PLAN FOR ZONING CLASSIFICATION CHANGES

OBJECTIVE 1.01. GROWTH MANAGEMENT. The City shall implement growth management techniques to ensure that land use decisions are consistent with the FBCP, to provide land development regulations consistent with accepted planning principles and practices, to ensure that public services and facilities are provided when needed by development, to control instances of sprawl, and to encourage creativity in land use and design.

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III. Minutes

The Minutes of the August 11, 2004 meeting were presented for approval. Board Member Bennett referred to page 8 the first paragraph and clarified that the question was whether those uses that are in the area now although they are non-conforming can continue the non-conformity in perpetuity. He stated that the answer given to the PAB was yes, however if they stopped using that use or it was not consecutive for sixty or ninety days then they would lose that. Ms. McClenning stated that she believed that it was 180 days. Chairman Wilking noted that it was six months. Board Member Bennett commented that didn't quite get into the Minutes. He stated that the intent was that those uses could continue. Chairman Wilking inquired what Board Member Bennett wanted changed or amended. Board Member Bennett stated that he wanted to make sure that it got in there this way, because it impacted the whole discussion over the zoning for that area. After some discussion about how to proceed, **a motion was made by Board Member Conger, seconded by Board Member Bennett, to table the Minutes for the revision of page 8. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

IV. Old Business

Chairman Wilking explained that the majority of the cases before the PAB were quasi-judicial and encouraged those parties that were to speak to these cases to be sworn in. Recording Secretary Williams administered the oath to those parties that were about to present testimony. Board Member Bennett disclosed that he went by all the properties and had a conversation with Mr. Ken and Ms. Bonnie McQue about Old Town. Board Member Bradford disclosed that he had been by all the properties. Board Member Conger disclosed that he had visited all the properties. Board Member Condit disclosed that he had been by all the properties and was in receipt of the letter Chairman Wilking described from Ms. Borns regarding Old Town. He also disclosed that he received the Historic District Council letter from Star Sanford Design Associates relative to that case. Board Member Williamson disclosed that she received both letters and drove by. Board Member Bennett disclosed that he received a letter that was hand delivered to his house from Ms. Borns. Board Member Beal disclosed that he also received that letter and drove by the properties.

A motion was made by Board Member Bradford, seconded by Board Member Condit, for the Planning Advisory Board to also act as the Local Planning Agency. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

Board Member Bennett inquired if the Land Use should be done before the zoning. Chairman Wilking suggested moving LU 2004-60 above CZ 2004-60. This was the consensus of the PAB. Board Attorney Faltemier outlined the procedures to be followed for the quasi-judicial hearings.

Land Use 2004-60 City of Fernandina Beach: 204 Ash Street; FLUM change for South 3rd Street from MDR: Medium Density Residential to ORMU: Office and Residential Mixed Use

Ms. McClenning gave an overview of this request as contained in the agenda support documents. A motion was made by Board Member Bradford, seconded by Board Member Bennett, to open the public hearing. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried. Board Member Williamson stated that her main concern was the existing businesses in this area and changing it to this category then they would not be grandfathered in if they change or close down for six months. She referred to Fernandina Lumber. Ms. McClenning stated that they were exempt because they have a settlement agreement with the

City. Board Member Williamson questioned the legalities of changing everything around it and yet it would be left with a separate category that does not match all the surrounding area. Ms. McClenning stated that she could forward a copy of the settlement agreement that would perhaps answer the legal questions. Board Member Williamson inquired about the other businesses in that area. Ms. McClenning stated that the other businesses are allowable businesses in R-2C and the ORMU as the underlying land use. Board Member Conger questioned the impact this might have on the whole waterfront issue. Ms. McClenning replied that this was not in the Community Redevelopment Agency (CRA) anymore and the only impact that it would have had was they would have lighting, signage, and improvements to the infrastructure as part of the waterfront development plan. She stated that the residents responded that they were not interested in being part of the CRA. Board Member Bennett commented that the zoning and land use were intertwined. He stated that the area seemed to be vacant lots, houses, some commercial, the museum, and the theater. He questioned if the reason to make the changes was because people in the area who wanted to build homes could not do so. Ms. McClenning replied that it was being brought forward because Industrial Manufacturing (IM) was not consistent with the current FLUM. She stated that it would have been brought forward regardless if people were trying to build a home or not because the zoning isn't consistent with the FLUM. She explained that if the zoning were changed to R-2 then all the businesses such as the beauty shop and print shop would be non-conforming. She stated that the Residential Mixed District would make everybody conforming and allow single-family homes as well as small businesses. Board Member Bennett noted that they can continue those uses. He questioned if a beauty shop operating today could continue that use or a commercial use as long as that use was not suspended. Ms. McClenning stated that a studio could come in and other businesses could come in. She explained that part of smart growth was a mixed development, which would allow someone to create anything that is allowed in R-2C. Board Member Bennett questioned why not deal with the northern part of the area as a different FLUM and zoning with the southern end being more residential. Ms. McClenning replied that it would be down zoning someone's property because it was currently zoned IM. She stated that Office Residential Mixed Use (ORMU) allows for single-family homes as well as small commercial. After some discussion about the points raised, Board Member Bradford inquired if this would affect the American Legion on that street. Ms. McClenning stated that it allows them to continue. Board Member Williamson stated that she understood that the City was trying to choose a use that would incorporate all the existing mixture of uses. She expressed her concern that this category does allow people to put lots together and do multi-family housing. Ms. McClenning stated that it would if they were outside of the coastal high hazard area. Chairman Wilking noted that the coastal high hazard would self-police it. Board Member Williamson stated that not for multi-family. Ms. McClenning commented that there was nothing wrong with mixed housing developments. Board Member Williamson pointed out that the coastal high hazard area doesn't allow an increase in density, but it would allow building up to the density available and that is eight units per acre for this area. She stated that these lots could be combined to do multi-family units. She explained that her concern was that she was not sure how the residents of that neighborhood would feel about having a multi-unit building. Chairman Wilking inquired if the Conditional Use would come before the PAB for multi-family other than duplex or town home. Board Member Williamson replied not under this category. There was some further discussion about the concern Board Member Williamson raised.

Mr. Monroe Spivey, 230 South 3rd Street, commented that the property was industrial when purchased it. He stated that the City sold him a license to build a house on it. He questioned why the City sold him a license if he couldn't build a house on his property. He stated that he already built a house there years ago, but now the City was saying that he couldn't build one. He inquired why that changed. He stated that if it changed from industrial he was not notified and if

it is still industrial the City sold him a license under false pretense to build a house. Chairman Wilking stated that the PAB couldn't address the history of Mr. Spivey's case in the confines of this meeting. He suggested that Mr. Spivey meet with Ms. McClenning and research this to find out what the options are. Ms. McClenning explained that Mr. Spivey requested a public records request and staff would have to dig back 50 years. Mr. Spivey inquired if it was changed to R-2C what was to say that the City wouldn't come in and change it next year so that they couldn't build. He stated that if he was allowed to build on his extra lots he didn't want it changed. Chairman Wilking explained that the intent was to make it so that people are allowed to build either a home or a business. He stated that right now with IM zoning a person could not put a residence on their property. He explained that with mixed use R-2C a person would be able to put either a house or a low volume type business on their property. Mr. Spivey stated that he wanted assurance that his property would be left alone so that he could leave it to his children or grandchildren. After some discussion about the concern Mr. Spivey raised, Mr. Spivey commented that who's to say that the City can't come in and take property and build office buildings on it. Chairman Wilking stated that the City doesn't have the right to do that. Mr. Spivey stated that they do have the right. Board Member Williamson replied not unless it is for public benefit.

A motion was made by Board Member Bradford, seconded by Board Member Williamson, to close the public hearing. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried. **A motion was made by Board Member Conger, seconded by Board Member Bradford, to forward to the City Commission a recommendation of approval for FLUM 2004-60 as presented by the City staff.** Chairman Wilking stated that he thought this was a perfect compromise given the situation with property owners that are trying to build a house, but aren't allowed to under the current zoning. He noted that this would afford current property owners much more flexibility. Board Member Williamson commented that she liked the idea of mixed uses for that particular area and it makes sense for small businesses and homes. She stated that her only concern was multi-family and the best protection was the prohibitive costs of accumulating land. Mr. Spivey stated that he didn't believe it would be good for his property. Ms. McClenning pointed out that under R-2C zoning two-family dwelling and town house dwellings are allowed. Board Member Williamson stated that she was looking at the FLUM issue and noted the ORMU would allow multi-family. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

Board Member Conger commented that Mr. Spivey doesn't understand that he really is not affected. He suggested that the City invite Mr. Spivey to sit down and talk once staff has figured out all his concerns and explain that this is not going to affect his current situation. He stated that it would take a humungous public enterprise where the City would even remotely consider eminent domain. Ms. McClenning noted this suggestion.

CZ 2004-60 City of Fernandina Beach: 204 Ash Street; Change of Zoning request for 3rd Street residents from IM: Industrial Manufacturing District to R2C: Residential Commercial Mixed District.

A motion was made by Board Member Bennett, seconded by Board Member Williamson, to open the public hearing. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried. Ms. McClenning gave an overview of this request as contained in the agenda support documents. After some review of the information before the PAB, Ms. Jeri Kolke, 2021 Village Lane, requested that the zoning be changed to allow for single-family residence that she intended to have built. She referred to a letter of intent with Habitat for Humanity and explained that they agreed to sell her the lot under the condition that a single-family zoning is granted. The PAB noted that this was for the next case on the agenda.

A motion was made by Board Member Conger, seconded by Board Member Bennett, to close the public hearing. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried. **A motion was made by Board Member Conger, seconded by Board Member Bradford, to forward to the City Commission a recommendation to rezone the subject area to R-2C, which is CZ 2004-60.** Board Member Williamson stated that since there didn't seem to be any concern by the public in that area that she would support it. Board Attorney Faltemier stated that there was competent substantial evidence at the prior hearing and in the form of the staff report. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

V. New Business

Planning Advisory Board

CU 2004-61 Jeri Kolke, Broome Street, on a 0.10 acre parcel; Conditional Use request to construct a single-family home (Quasi-Judicial)

Ms. McClenning gave a brief overview of the request as contained in the agenda support documents. Board Member Bennett stated that his understanding was that under the CPO district that there was a minimum lot width of 60 feet and this lot was less than that. He explained that when he looked into the supplementary district regulations dealing with substandard lots there was no reference to this zoning area. He stated that the only reference in there was to low income housing units being an acceptable use on substandard lots in other zoning areas. He noted that this was part of Habitat for Humanity that was given to them by the County. He stated that now it would be substandard, but to a private use as a house. He commented that he didn't know whether that would be a legal use for the PAB to be looking at. Ms. McClenning stated that it was approved before and it was a substandard lot of record and it was with Habitat for Humanity.

A motion was made by Board Member Bennett, seconded by Board Member Bradford, to open the public hearing. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried. Ms. McClenning explained that it was a substandard lot of record and because the owner is Habitat for Humanity it is not reason to deny the Conditional Use. Board Member Bennett pointed out that under this zoning category there is a minimum 60-foot requirement. He commented that as he read it single-family housing would only be allowed as some kind of low income housing type of development or use. He questioned whether a single-family house could be built on a substandard lot in this zoning category. Ms. McClenning replied yes because it is a substandard lot of record and because the owner was Nassau Habitat for Humanity. Board Member Bennett commented that since someone else was building it the exemption has been lost. He stated that was what he was trying to clarify.

Mr. Paul Burns, unofficial representative of Habitat for Humanity, explained that his job was to get lots for Habitat to build on. He stated that a couple years ago Habitat applied to build a house there, but everyone in the neighborhood got very upset. He explained that Habitat doesn't build small houses that would fit on this lot. He stated that two houses away last year this same request was approved and explained that the precedent had been set.

Chairman Wilking inquired if staff or legal had any compelling evidence on the issue Board Member Bennett brought up and did it have any substance to this application. Ms.

MINUTES

**PLANNING ADVISORY BOARD
REGULAR MEETING**

**WEDNESDAY – AUGUST 11, 2004
6:00 PM**

**CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FLORIDA 32034**

I. Call to Order

Chairman Wilking called the meeting to order.

II. Roll Call/Determination of Quorum

Board Members Present

J. Peter Wilking, Chair
Richard Bradford
William A. Conger
David Beal (Alternate)

Horace B. Clark III, Vice Chair
Mark Bennett
Marilyn Williamson

Board Members Absent

Paul Condit (Excused absence)

Renea Rice (Excused absence)

Others Present

Valerie Faltemier, Board Attorney
Lupita McClenning, Interim Planning Director
Juliana Miller, Recording Secretary

A motion was made by Board Member Conger, seconded by Board Member Bradford, to seat Board Member Beal as a voting member. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

III. Minutes

The Minutes of the July 14, 2004 meeting were presented for approval. A motion was made by Board Member Clark, seconded by Board Member Williamson, to approve the Minutes of July 14th subject to any changes or amendments thereto. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

City of Fernandina Beach: 204 Ash Street.

CZ 2004-60: Change of Zoning request for 3rd Street residents from IM: Industrial Manufacturing District to R2C: Residential Commercial Mixed District.

Ms. McClenning gave an overview of this item as contained in the agenda support documents. She explained that an additional application would be forthcoming requesting an amendment to the FLUM to ORMU. She stated that R2C is consistent with the ORMU land use category. She gave a brief history of this item and noted that the only other ORMU is located on 9th Street. Ms. McClenning indicated the Board could entertain a motion that the zoning change would be contingent upon the ORMU approval. Chairman Wilking commented that you have to have the use before the zoning. Board Member Bennett questioned the process of choosing the ORMU. Ms. McClenning explained that there exists commercial uses, a cultural area, a printing shop, a beauty shop, lumber yard, etc. She stated that it is a mixed area and R2-C fits that area. Board Member Bennett questioned if all the current uses within this area would be consistent with this zoning. Ms. McClenning replied yes. After some deliberation about how to proceed with this item, Board Member Clark noted that most of the houses are small houses on large lots that are widely separated. He expressed his concern that by making it this classification people could come in and build duplexes or squeeze houses together. Ms. McClenning stated that it would not be duplexes because duplexes need 60 feet frontage. She explained that Medium Density Residential is the existing use and also the surrounding area. The City could not lower the use to low density for two reasons. It lowers density from 8 units an acre to 4 units an acre, plus no commercial is allowed in LDR. Board Member Clark commented that the current residents may be better off with it as is with their non-conforming residences than being exposed to somebody coming in and buying up houses. Ms. McClenning commented that current property owners can not build a single-family home. Board Member Williamson explained that one of her concerns was that ORMU allows for multi-family residential units. She referred to part E on page 18 the maximum density for residential development within the ORMU land use category is 10 units per acre. She commented that once again this would increase density. Ms. McClenning explained the Comprehensive Plan states maximum density for residential development within the ORMU land use category is eight (8) units per acre and designed to accommodate medical, business, and professional offices; personal service establishments with limited inventory of goods and neighborhood commercial uses. She also explained that single-family and multi-family residential units are allowed in this land category. Mixed uses may occur throughout the area designated for ORMU on the FLUM through the assignment of zoning districts for residential uses, limited commercial uses, and office uses. In the application of zoning districts within the ORMU category, the City ensures that proposed zoning districts are compatible with each other and with adjacent zoning districts and land uses.

After some discussion about multi-family units and density, Board Member Williamson explained that she was uncomfortable with passing a zoning change without looking at the FLUM change first. Chairman Wilking noted the points that Board Member Williamson raised about R2C. Ms. McClenning pointed out that what could be built under IM would be intensive with no yard setbacks or parking requirements. There was some further discussion about this item.

A motion was made by Board Member Bradford, seconded by Board Member Bennett, to open the public hearing. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried. Board Member Bradford disclosed that he had a call from a relative of someone that owns property that they couldn't build a house because of the present zoning.

Ms. Phyllis Lents, 501 Ocean Avenue, stated that her uncle's house was at 312 South 3rd Street. She explained that her uncle wanted to deed her two adjacent lots to build a single-

family home for her family however, under current zoning regulations is unable to obtain a building permit and urged the board to consider changing the zoning to R2C from IM. .

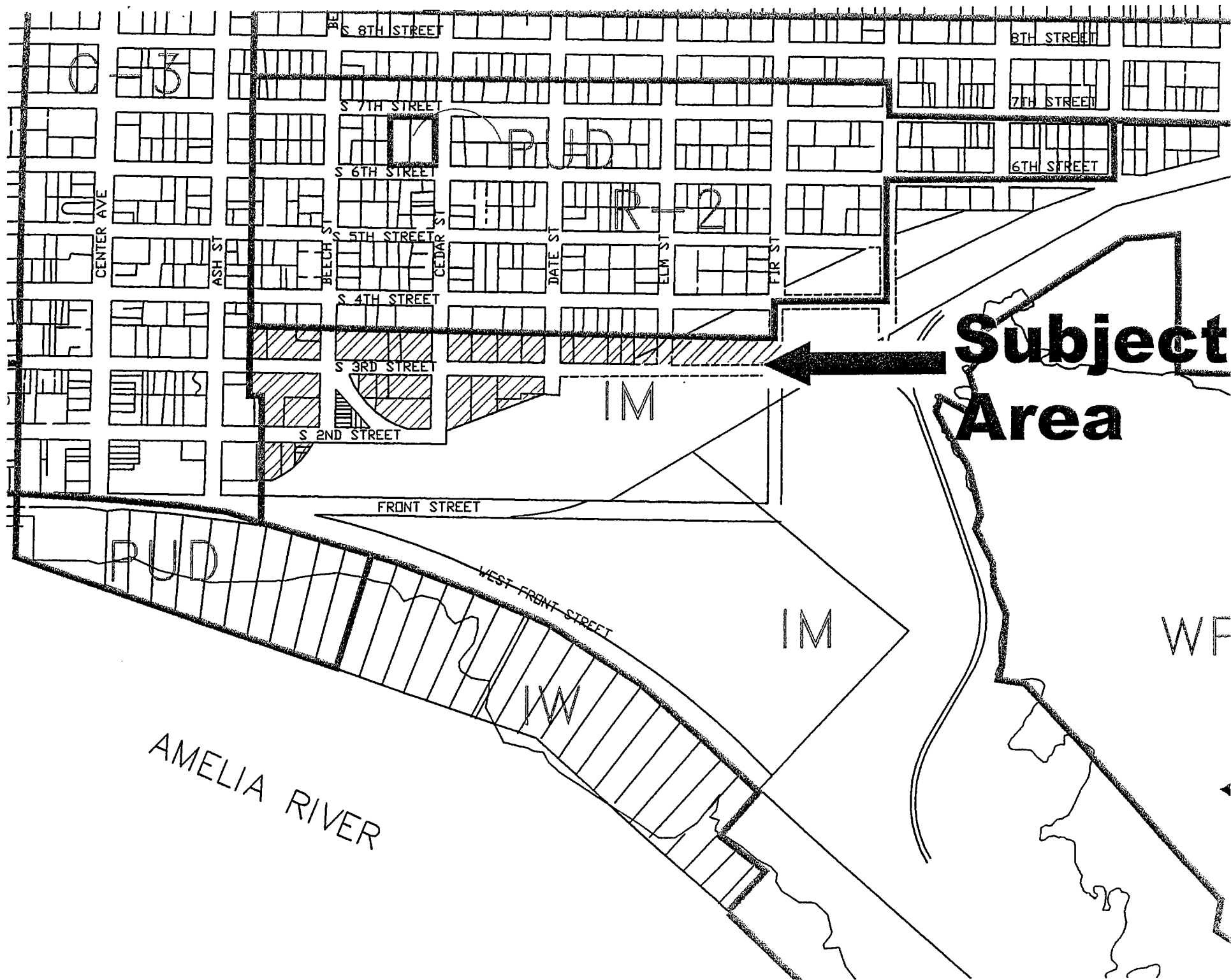
Recording Secretary Miller administered the oath to the party that was about to present testimony. Mr. Buchanan, 402 South 3rd Street, explained that for a long time they have wanted to get the zoning changed. He commented that no one has enough property for industrial manufacturing. He noted that the zoning was changed for the American Legion Post and that 222 South 3rd Street recently changed zoning. He stated that at different points in time they have had all kind of stores and shops on the street. He stated that he didn't see a problem in changing the zoning and that most residents would like it changed to residential mixed use. He referred to the FLUM from 1989 and stated that he remembered that from the railroad tracks and east it was proposed to be R-2. Board Member Clark inquired if it would bother Mr. Buchanan if people bought lots to build 4 unit town homes or quad plex rental units. Chairman Wilking clarified multiple family homes. Mr. Buchanan stated that there was enough space below block 279 and he didn't have a problem with somebody building in there.

Ms. Rita Jackson, owner of property where the carriage house is, inquired if this area was definitely off the Community Redevelopment Agency (CRA). Ms. McClenning replied yes. Ms. Jackson inquired what remains in the CRA. Ms. McClenning replied mostly the waterfront area and explained that there was a map of the area that could be reviewed. Ms. Jackson questioned whether the businesses that exist would be allowed to continue to operate in the area if it were changed. Ms. McClenning replied yes. Ms. Jackson inquired why the area west of 2nd Street were not included in this change and explained that her property at the corner of Beech and 2nd Street was not included. Ms. McClenning stated that she would have to check to see if that block was included. Ms. Jackson inquired if it is changed to R2C could a large hotel be built in there. Ms. McClenning replied no.

Board Member Conger commented that there was a study done 5 or 6 years ago about making both 3rd Street and 10th Street egress/ingress streets in addition to 8th Street. He stated that the 10th Street proposal was knocked out of contention by the residents. He explained that the 3rd Street proposal was going to go all the way to Lime Street and no trucks would be allowed on it. He commented that the 3rd Street proposal was still out there and was probably dormant. There was a brief discussion about this.

Board Member Clark referred to the changes made on 3rd Street for the American Legion and where they were going to put a duplex in. He questioned why trouble with this if the City has already done it in two other places on that street. Ms. McClenning replied that was spot zoning. Board Member Bennett commented that it seemed like some of the uses that are there now would not be permitted uses under this zoning. He questioned if a property could be grandfathered in under its current use when it is sold even though it's a non-conforming use. Board Attorney Faltemier replied that if it is sold it is not grandfathered anymore. After some discussion about this topic, Ms. McClenning read into the record from the Future Land Use Element of the Comprehensive Plan. Chairman Wilking requested that the latest copy of the Comprehensive Plan be provided to all members of the Board.

Board Attorney Faltemier referred to Section 126.481 that addresses non-conforming uses and read a portion of it into the record. After a discussion about this information, a motion was made by Board Member Conger, seconded by Board Member Bradford, to table this to make sure that the PAB hears the FLUM hearing either before or in conjunction with bringing this back to the table. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.





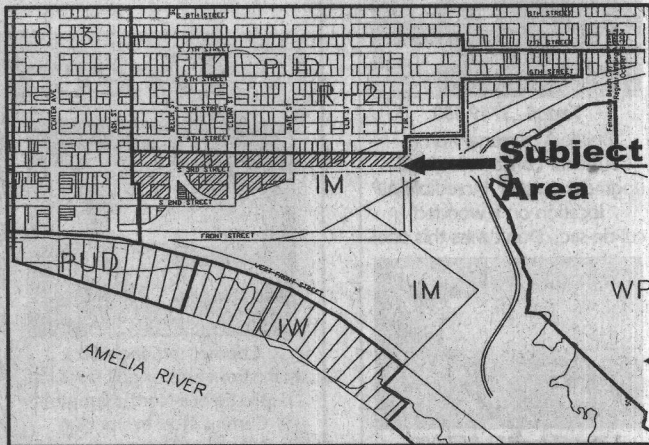
NOTICE OF PUBLIC HEARING CHANGE IN ZONING

NOTICE IS HEREBY GIVEN that the City Commission of the City of Fernandina Beach, Florida, will hold a public hearing on Tuesday, December 7, 2004 at 6:00 p.m., in the City Commission Chambers, 204 Ash Street, Fernandina Beach, Florida, on the proposed Ordinance entitled as follows:

ORDINANCE NUMBER 2004-35

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, CHANGING THE ZONING DESIGNATION FROM INDUSTRIAL MANUFACTURING (IM) TO RESIDENTIAL COMMERCIAL MIXED DISTRICT (R2-C) FOR BLOCK 273 AND A PORTION OF BLOCKS 11, 12, 270, 271, 274, 275, 279 AND 281 OF SOUTH 3RD STREET AND SOUTH 2ND STREET; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A copy of said proposed ordinance may be inspected by the public at the office of the undersigned at 204 Ash Street, Fernandina Beach, Florida. Interested parties may appear at said hearing and be heard as to the advisability of any action, which may be considered with respect to such ordinance.



ALL MEMBERS OF THE PUBLIC ARE INVITED TO BE PRESENT AND BE HEARD. IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH HEARING, S/HE WILL NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS PROGRAM OR ACTIVITY SHOULD CONTACT 277-7305 OR TDD 277-7399 OR FLORIDA RELAY SERVICE 1-800-955-8771, AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATION.

CITY OF FERNANDINA BEACH
BY: CASSANDRA P. MITCHELL
ITS: CITY CLERK

NEWS LEADER

AMELIA ISLAND • FERNANDINA BEACH • NASSAU COUNTY

Published Weekly

511 Ash Street/P.O. Box 766 (904) 261-3696
Fernandina Beach, Nassau County, Florida 32034

STATE OF FLORIDA
COUNTY OF NASSAU:

Before the undersigned authority personally appeared
Robert O. Fiege

Who on oath says that he is the Production Director of the Fernandina Beach News-Leader, a weekly newspaper published at Fernandina Beach in Nassau County, Florida; that the attached copy of advertisement, being a LEGAL DISPLAY ADVERTISEMENT in the matter of

CITY OF FERNANDINA BEACH

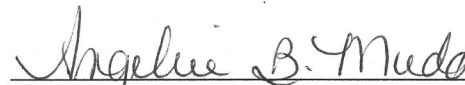
Notice of Public Hearing
Change in Zoning
Ord. No: 2004-35

Was published in said newspaper in the issue(s) of
11/03/04

Affiant further says that the said Fernandina Beach News-Leader is a newspaper published at Fernandina Beach, in said Nassau County, Florida and that the said newspaper has heretofore been continuously published in said Nassau County, Florida, each week and has been entered as second class mail matter at the post office in Fernandina Beach in said Nassau County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and Affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

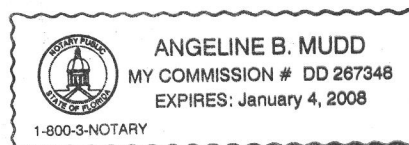


Sworn to and subscribed before me
This 5th day of November, A.D., 2004



Angeline B Mudd, Notary Public.

 Personally Known





STAFF REPORT
1900 Amelia Trace Ct

1900 AMELIA TRACE CT
ZONING MAP MAP CHANGE

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	20-3N-29-0000-0014-0150 SLM AMELIA ISLAND LLC
APPLICANT/AGENT:	City of Fernandina Beach
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)
LOCATION AND DESCRIPTION OF SITE:	1900 Amelia Trace Court Assisted Living Facility
CURRENT LAND USE + ZONING:	General Commercial MU-1
PROPOSED LAND USE + ZONING:	General Commercial C-1
EXISTING USES ON SITE:	Assisted Living Facility Built in 1997
PROPERTY SIZE:	7.06 Acres

DATA AND ANALYSIS

ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	AE/ X	Approximately 7,300 sq. ft.	27-0 feet	Fine Sand	NOT IN CUPZ NOT IN CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	Vacant	NA	CON	Conservation
	South	Offices	2004	C-1	General Commercial
	East	Hotel	1986	C-1	General Commercial
	West	Vacant	NA	CON	Conservation
APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.02 (adequate public services); 1.02.03 (compact development patterns and availability of public facilities and services); 1.02.04 (FLUM amendments); 1.02.06 (criteria for allocating density); 1.02.07 (private property rights); 1.02.08 (mixed use transition areas); 1.02.09 (smooth land use transition and buffering); 4.05.11 (water quality/ stormwater); 4.05.12 (stormwater impacts);				



STAFF REPORT
1900 Amelia Trace Ct

	Objective 4.06 (fire rescue); Objective 4.07 (law enforcement); lands); Objective 5.11 (Tree Preservation and Urban Forestry) specifically policy 5.11.09; 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Reference: www.fbfl.us/Compplan
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 2.01 (C-1 zoning district); 2.03.02 (Table of Land Uses); 2.03.03 (Table of Accessory Uses); 3.05.00 (Drainage and Stormwater Management); 4.02.03 (Standards for Building and Building Placement); 4.05.00 (Landscaping, Buffers, and Tree Protection); 5.01.00 (Accessory Uses and Structures); 7.03.00 (Stormwater Management); 7.04.00 (Concurrency Requirements); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board) Reference: www.fbfl.us/LDC
STAFF RECOMMENDATION:	Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval.
PAB RECOMMENDATION:	<i>Pending 10/9/19 public hearing</i>



STAFF REPORT
1900 Amelia Trace Ct

MAP EXHIBITS & PROPERTY IMAGES:

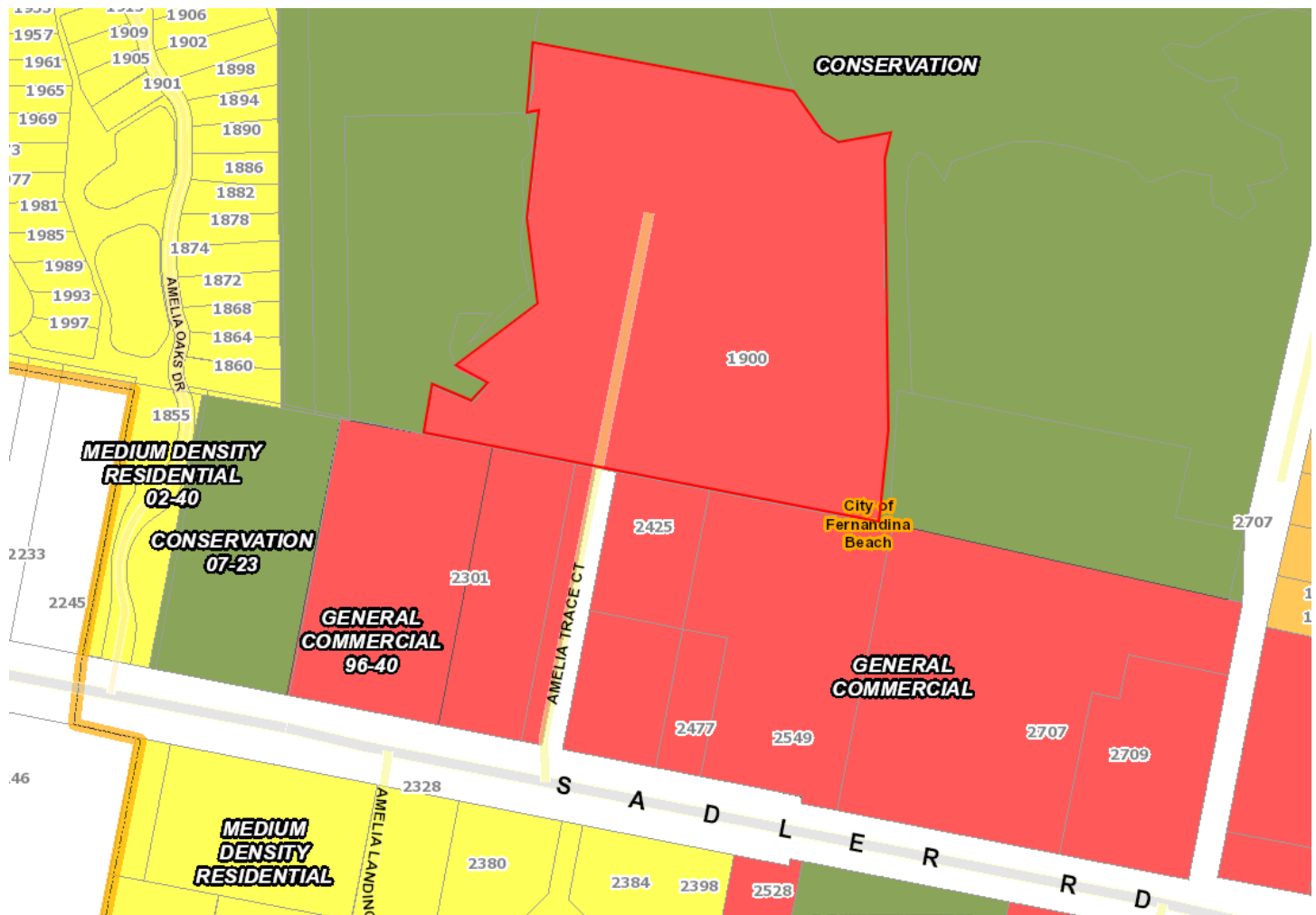
1900 Amelia Trace Court Photo + 2019 Aerial





STAFF REPORT 1900 Amelia Trace Ct

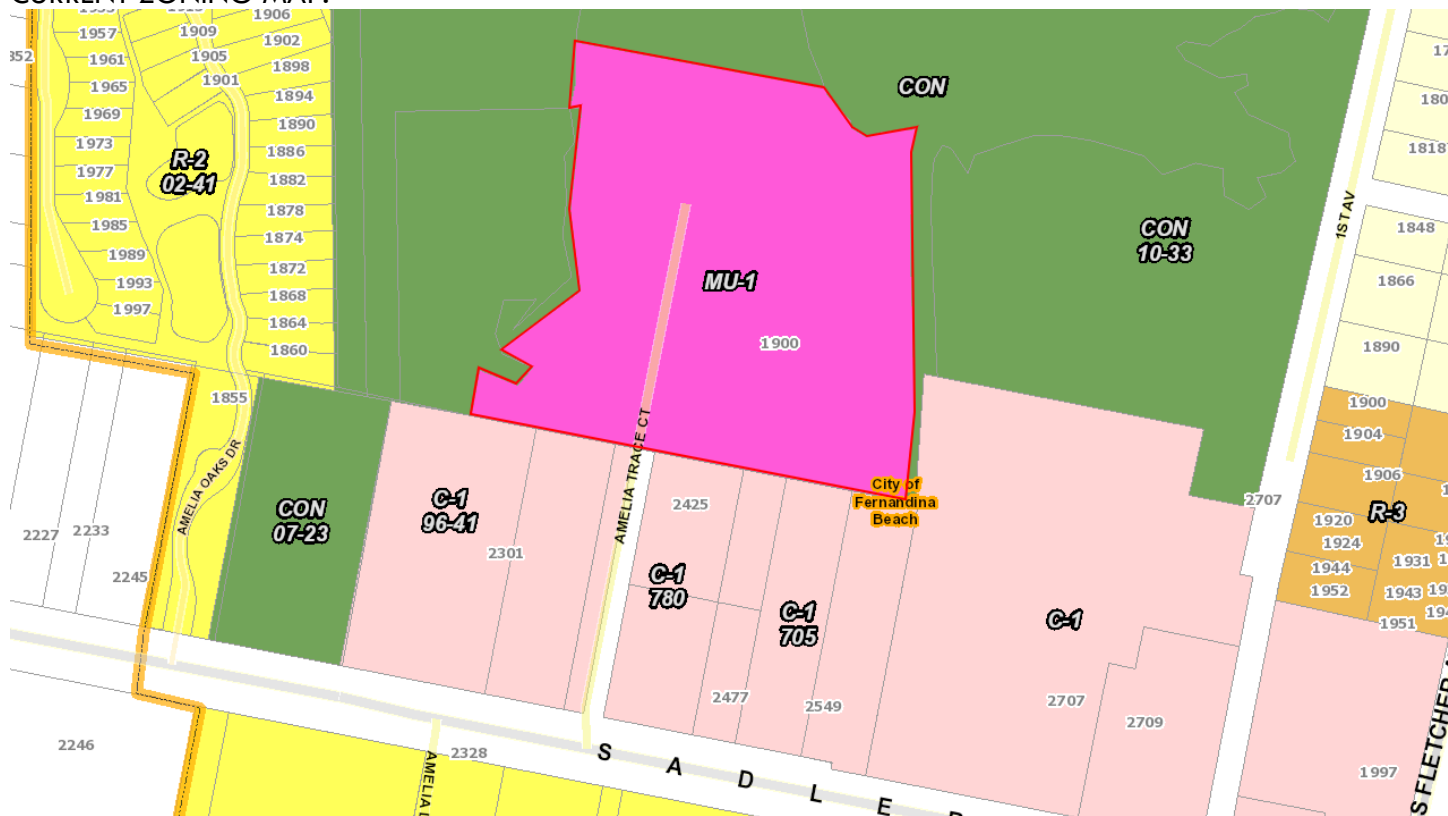
CURRENT FLUM:





STAFF REPORT 1900 Amelia Trace Ct

CURRENT ZONING MAP:





STAFF REPORT
1900 Amelia Trace Ct

Wetlands Map





STAFF REPORT
1900 Amelia Trace Ct

Flood Zone Map:





STAFF REPORT
1900 Amelia Trace Ct

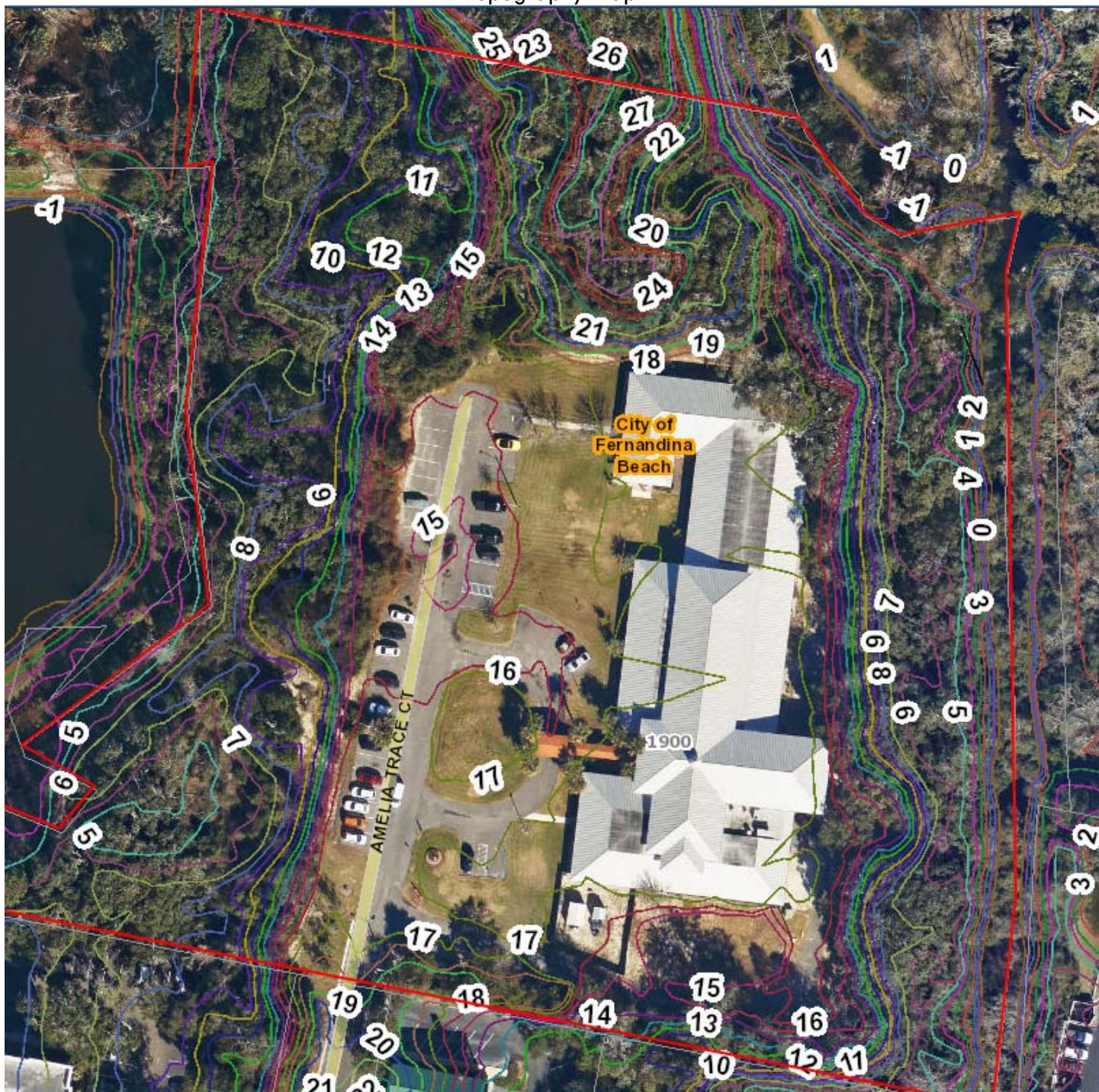
Soils Map:





STAFF REPORT
1900 Amelia Trace Ct

Topography Map:





**STAFF REPORT
OFF SHORE
ZONING CHANGE TO CON**

**OFF SHORE COURT & OFF SHORE DR
ZONING MAP CHANGES**

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	00-00-31-1652-0012-0000 HUTZELL CRAIG L & MARY KAY (2309 Off Shore Ct) 00-00-31-1652-0015-0000 MCADAMS JANE (2329 Off Shore Ct) 00-00-31-1652-0016-0000 OLIVER SHARON D (2347 Off Shore Ct) 00-00-31-1651-0050-0000 FALLON ROBERT & DARYL (2119 Off Shore Dr) 00-00-31-1652-0010-0000 LEEN MATTHEW M & CAROLYN B (2225 Off Shore Dr) 00-00-31-1652-0011-0000 WASHECHEK TIFFANY (2255 Off Shore Dr) 00-00-31-1652-0014-0000 PRONTAUT ANTOINE B & SHARON N (2315 Off Shore Ct)
APPLICANT/AGENT:	City of Fernandina Beach
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)
LOCATION AND DESCRIPTION OF SITE:	OFF SHORE COURT SINGLE FAMILY HOMES
CURRENT LAND USE + ZONING:	MEDIUM DENSITY RESIDENTIAL (MDR) AND CONSERVATION (CON) Zoning Map: R-2
PROPOSED LAND USE + ZONING:	Amend Zoning Map from R-2 to align with Plat Map and Conservation FLUM boundary with both R-2 and Conservation zoning districts applied as depicted by the Residence Amelia Landings Unit Five Plat (Plat Book 6, Page 60) Change totals approximately 2.31 acres of land
EXISTING USES ON SITE:	Single Family Homes
PROPERTY SIZE:	Approximately 4.45 Acres in Total

DATA AND ANALYSIS

ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	X and AE	APPROX. 2.45 ACRES	16-2 FEET	SAND AND MUCK	NOT IN CUPZ NOT IN CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	Single-Family Homes	Varies	R-2	Medium Density Residential
	South	Condos	Varies	R-2	Medium Density Residential
		Single-Family	Varies	R-2	Medium Density



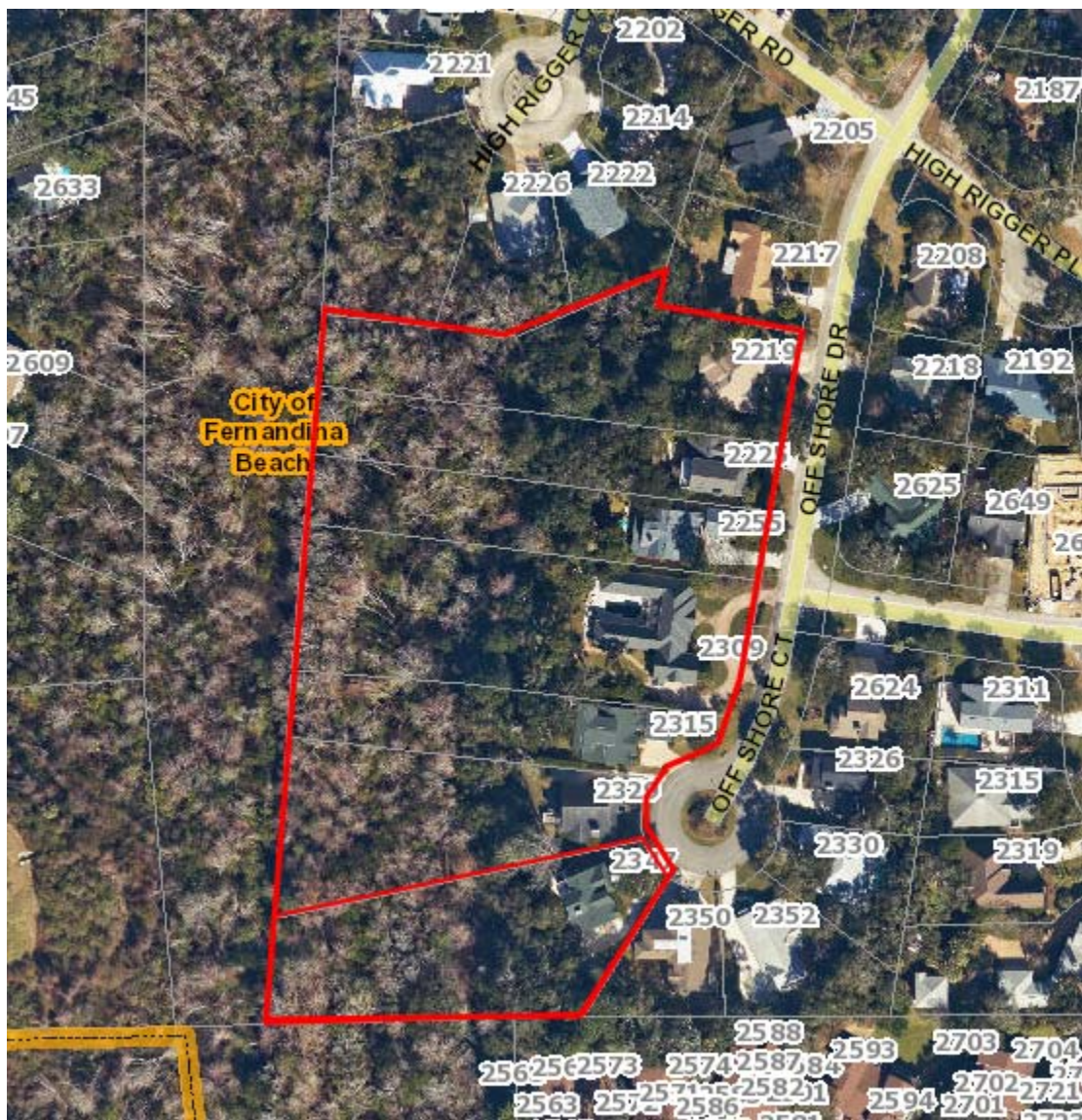
**STAFF REPORT
OFF SHORE
ZONING CHANGE TO CON**

	East West	Homes Vacant	N/A	CON	Residential Conservation
APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.04 (FLUM amendments); 1.02.09 (smooth land use transition and buffering); 1.07.05 (Medium Density Residential land use category); Objective 5.08 (Wetlands Protection and Preservation) and all policy statements which follow; Objective 5.10 (Wildlife Planning) and specific policies 5.10.01, 5.10.02, 5.10.05 5.14.09 (development standards for environmentally sensitive and conservation lands); Objective 5.11 (Tree Preservation and Urban Forestry) specifically policy 5.11.09; 5.14.09 (LDC Standards for development of environmentally sensitive and conservation lands); 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Reference: www.fbfl.us/Compplan				
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 3.02.06 (Land Uses within Areas of Special Flood Hazard); 3.03.00 (Wetland Protection); 4.05.00 (Landscaping, Buffers, and Tree Protection); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board) Reference: www.fbfl.us/LDC				
STAFF RECOMMENDATION:	Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval.				
PAB RECOMMENDATION:	<i>Pending 10/9/19 public hearing</i>				



**STAFF REPORT
OFF SHORE
ZONING CHANGE TO CON**

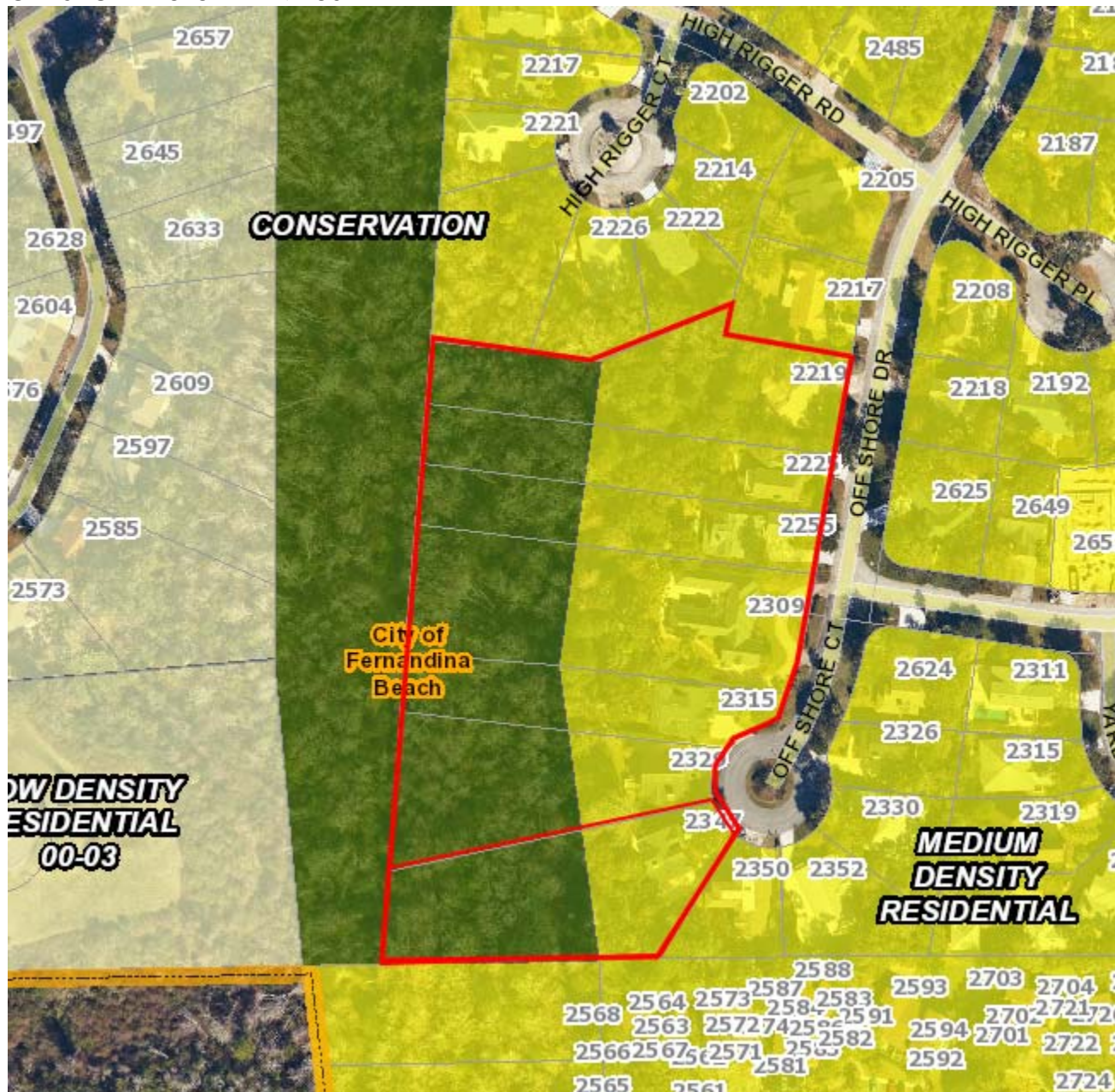
OFF SHORE 2019 Aerial





**STAFF REPORT
OFF SHORE
ZONING CHANGE TO CON**

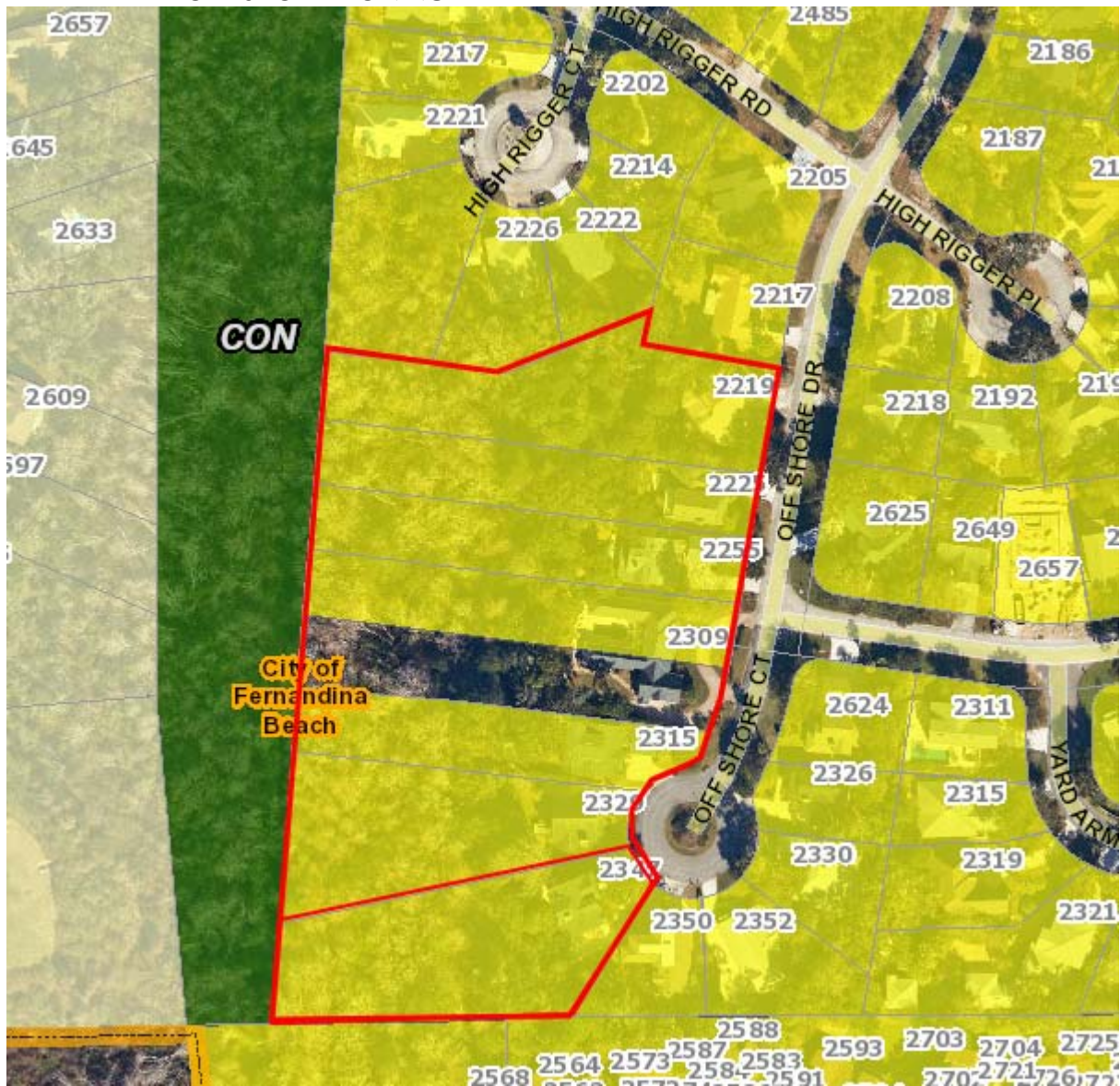
OFF SHORE -FUTURE LAND USE MAP





**STAFF REPORT
OFF SHORE
ZONING CHANGE TO CON**

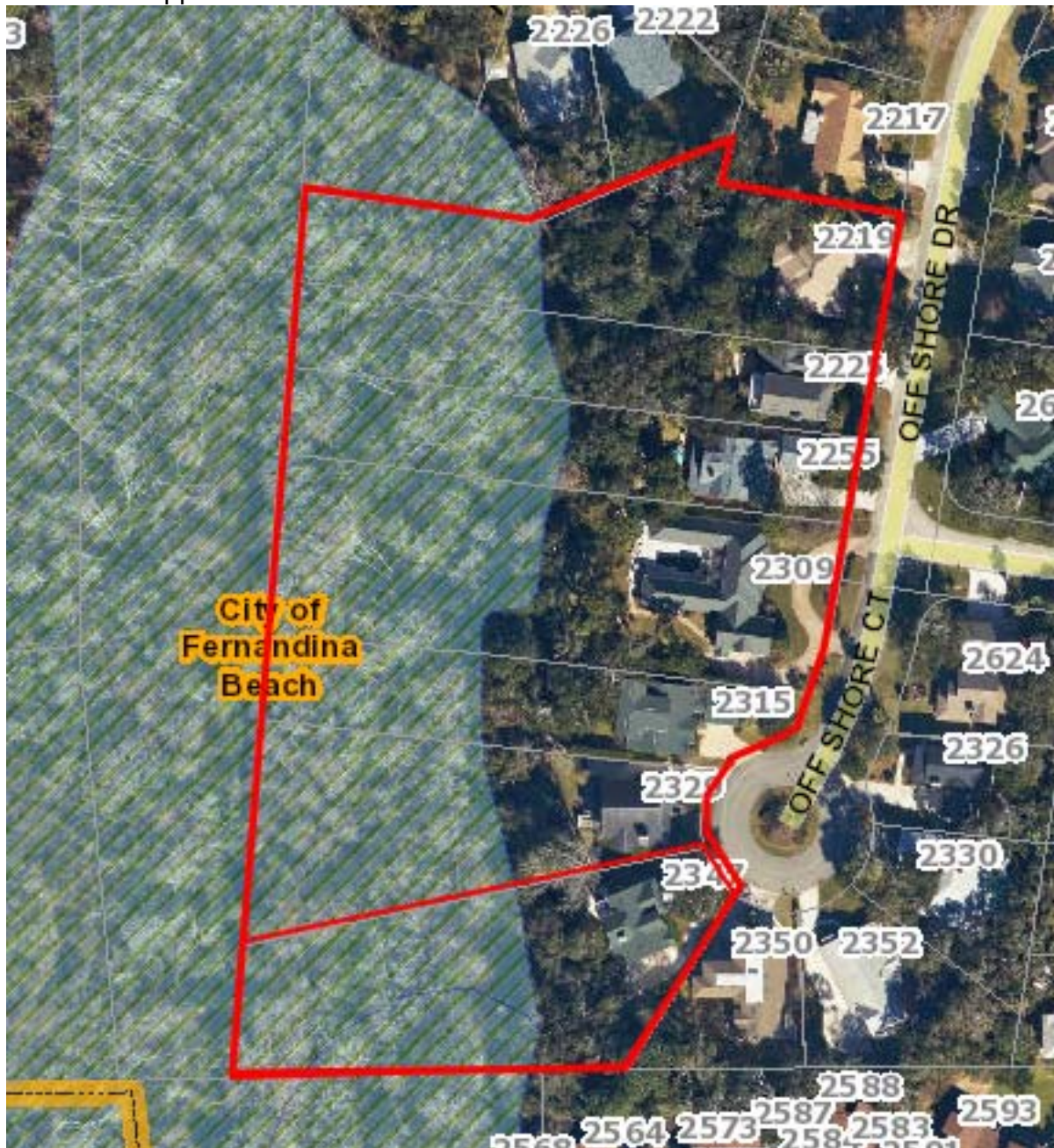
OFF SHORE- ZONING MAP





**STAFF REPORT
OFF SHORE
ZONING CHANGE TO CON**

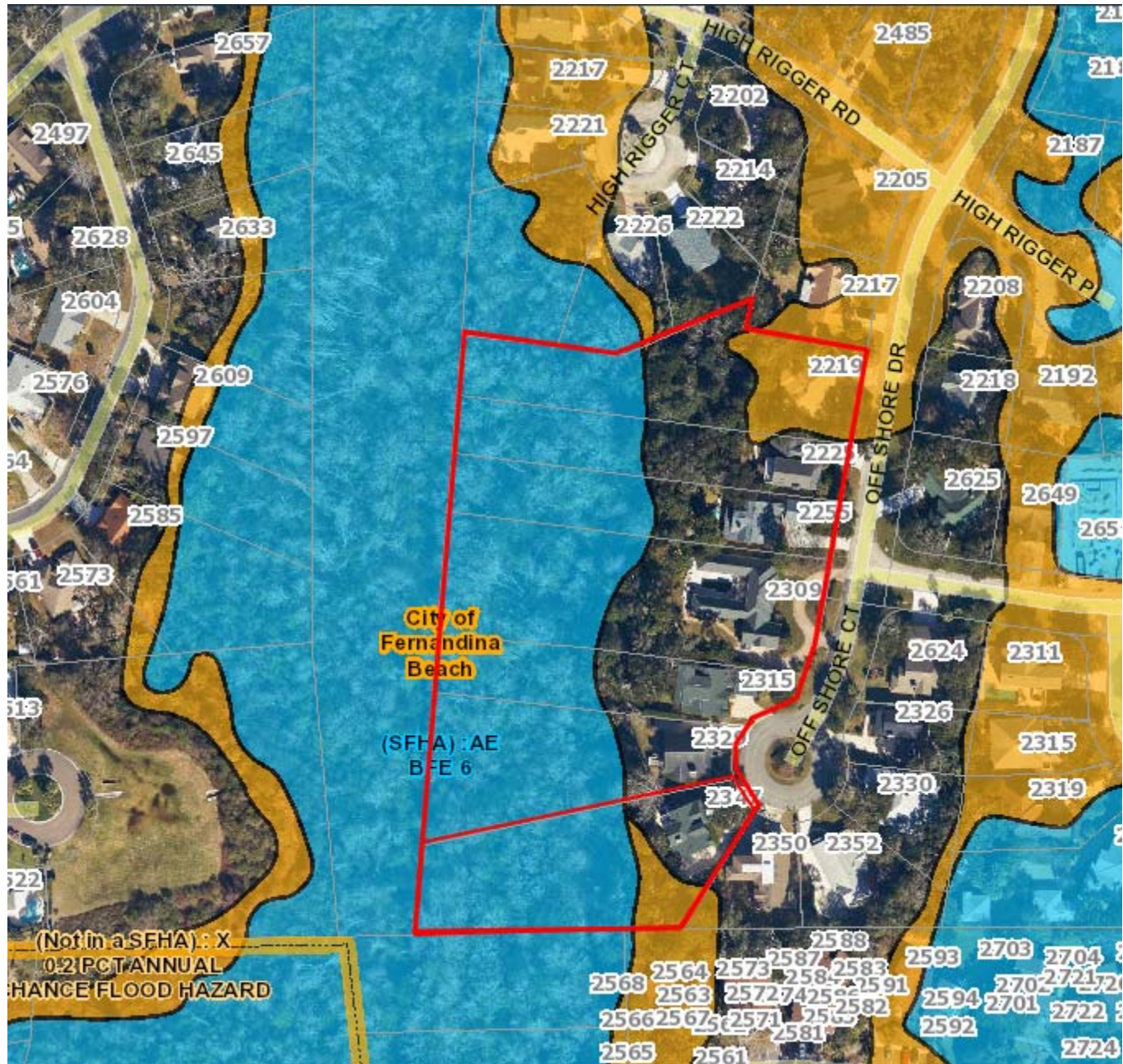
OFF SHORE Approximate Location of Wetlands:





**STAFF REPORT
OFF SHORE
ZONING CHANGE TO CON**

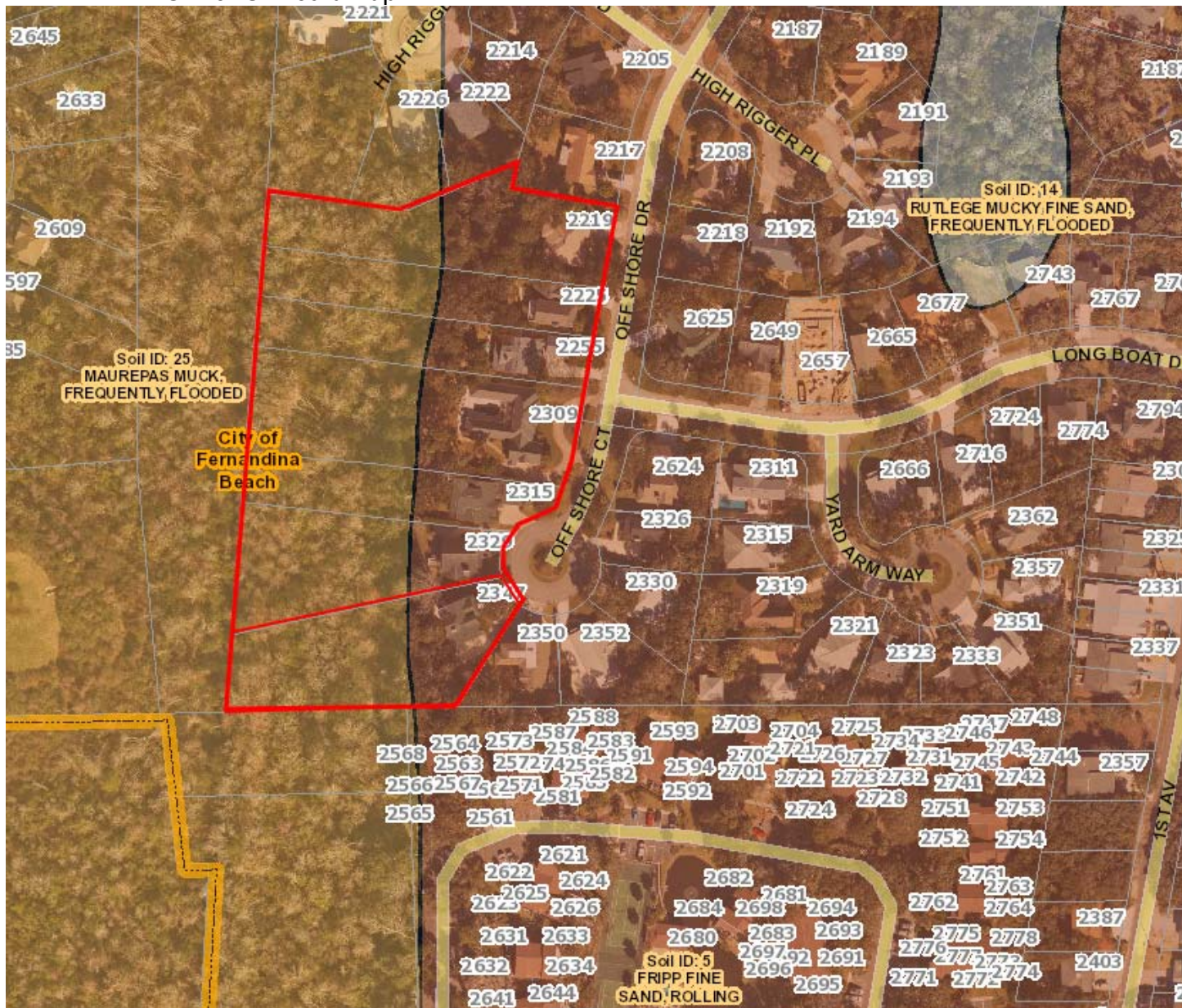
OFF SHORE Flood Zone:





**STAFF REPORT
OFF SHORE
ZONING CHANGE TO CON**

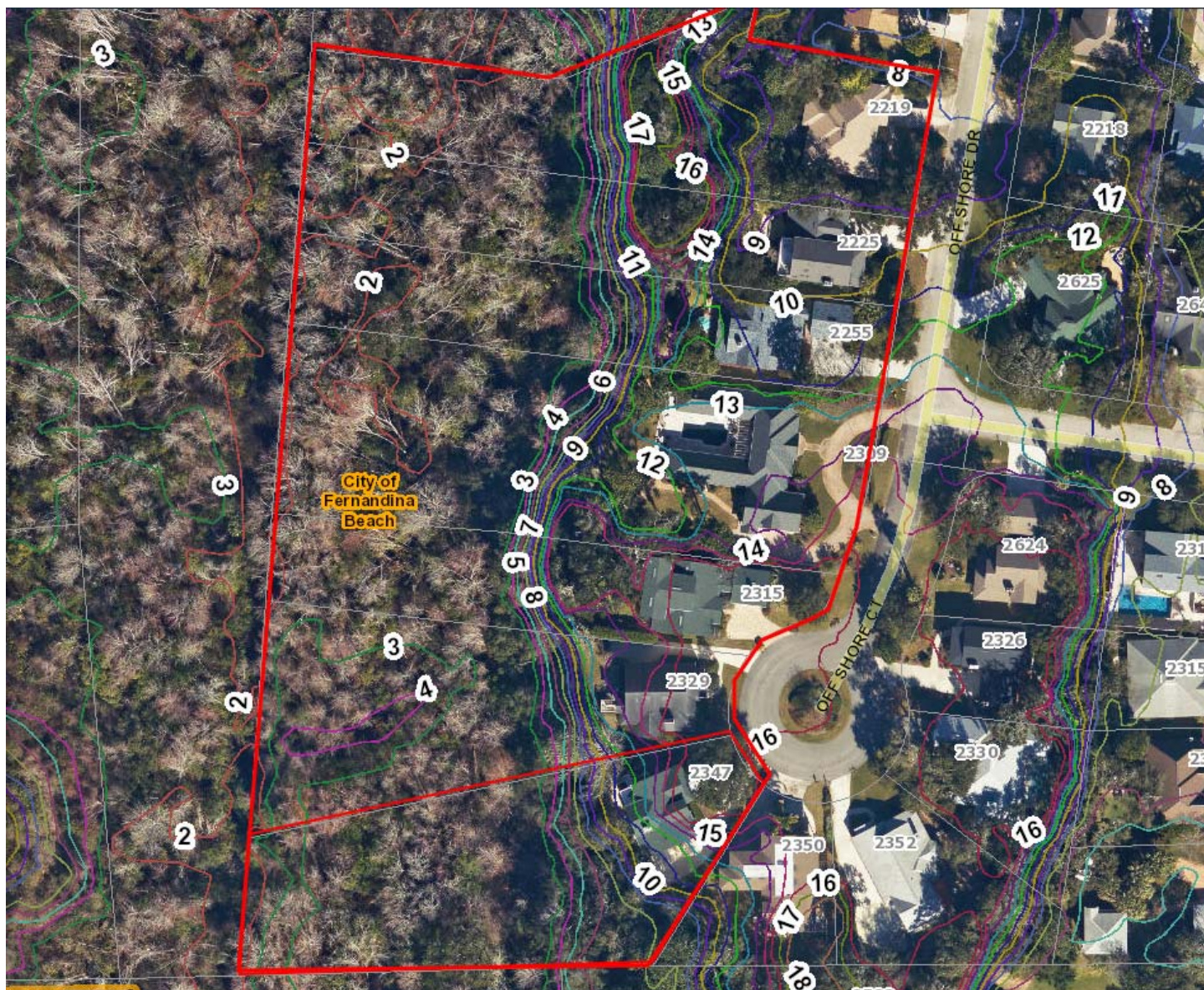
OFF SHORE Soils Map:





**STAFF REPORT
OFF SHORE
ZONING CHANGE TO CON**

OFF SHORE Topography:





**STAFF REPORT
NORTH POINTE TOWNHOMES
925 TARPON AVE**

**NORTH POINTE - 925 TARPON AVE
ZONING MAP CHANGES**

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	00-00-31-1470-0001-0000
	00-00-31-1470-0002-0000
	00-00-31-1470-0003-0000
	00-00-31-1470-0004-0000
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	00-00-31-1470-0006-0000
	00-00-31-1470-0007-0000
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	00-00-31-1470-0009-0000
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	00-00-31-1470-00E1-0000
APPLICANT/AGENT:	City of Fernandina Beach
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)
LOCATION AND DESCRIPTION OF SITE:	925 TARPON AVE – NORTH POINTE CONDOS TOWNHOUSE CONDOS CONSTRUCTED IN 1982
CURRENT LAND USE + ZONING:	General Commercial FLUM and R-2 Zoning



**STAFF REPORT
NORTH POINTE TOWNHOMES
925 TARPON AVE**

PROPOSED LAND USE + ZONING:	Amend Future Land Use Map from General Commercial to Medium Density Residential				
EXISTING USES ON SITE:	Single Family Home Constructed in 1920				
PROPERTY SIZE:	0.1 Acres of Land				
	DATA AND ANALYSIS				
ENVIRONMENTAL CHARACTERISTICS:	Flood zone	Potential Wetlands	Topography Range	Soil Type	Coastal Upland Protection Zone or Coastal High Hazard Area
	AE	NONE	7-8 FEET	SAND	IN CUPZ NOT IN CHHA
ADJACENT PROPERTIES:	Direction	Existing Use(s)	Year Built	Zoning	FLUM
	North	State Park	N/A	REC	Recreation
	South	Single Family Homes	Varies	R-2	Medium Density Residential
	East	Single Family Homes	Varies	R-2	Medium Density Residential
	West	State Park	N/A	REC	Recreation
APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.02 (adequate public services); 1.02.03 (compact development patterns and availability of public facilities and services); 1.02.04 (FLUM amendments); 1.02.06 (criteria for allocating density); 1.02.07 (private property rights); 1.02.09 (smooth land use transition and buffering); 1.05.02 (nonconforming structures); 1.05.04 (existing platted lots of record); 1.06.06 (maintain and enhance existing conventional single-family neighborhoods); 1.07.06 (high density residential land use category); 3.01.05 (provision of land use for housing); 4.05.11 (water quality/ stormwater); 4.05.12 (stormwater impacts); Objective 4.06 (fire rescue); Objective 4.07 (law enforcement); 5.14.09 (development standards for environmentally sensitive and conservation lands); Objective 5.11 (Tree Preservation and Urban Forestry) specifically policy 5.11.09; 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Reference: www.fbfl.us/Compplan				
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 2.01.05 (R-3 zoning district); 2.03.02 (Table of Land Uses); 2.03.03 (Table of Accessory Uses); 3.05.00 (Drainage and Stormwater Management);				



**STAFF REPORT
NORTH POINTE TOWNHOMES
925 TARPON AVE**

	4.01.01 (Density and Housing Types); 4.02.01 (Standards for Lot Design); 4.02.03 (Standards for Building and Building Placement); 4.05.00 (Landscaping, Buffers, and Tree Protection); 5.01.00 (Accessory Uses and Structures); 7.03.00 (Stormwater Management); 7.04.00 (Concurrency Requirements); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board) Reference: www.fbfl.us/LDC
STAFF RECOMMENDATION:	The change is requested to align the Zoning Map with the current Future Land Use Map as directed under Ordinance 2019-05. Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval.
PAB RECOMMENDATION:	<i>Pending 10/9/19 public hearing</i>



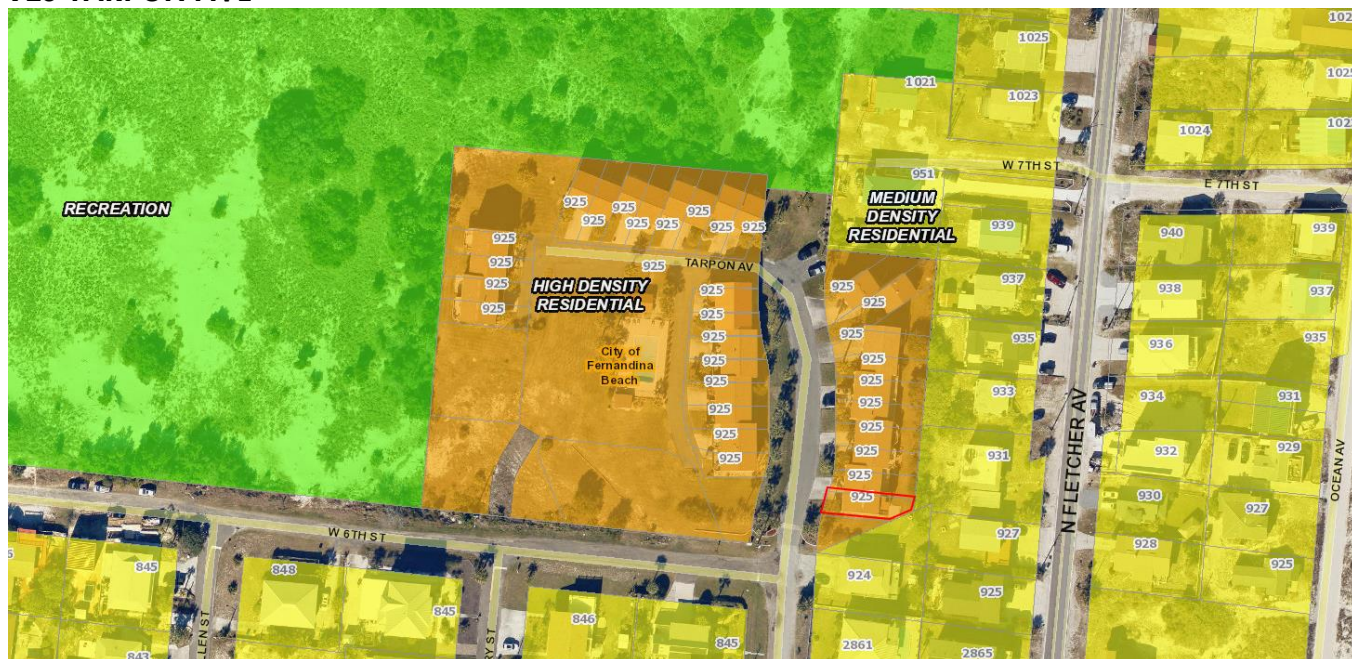
STAFF REPORT
NORTH POINTE TOWNHOMES
925 TARPON AVE
NORTH POINTE Photo + 2019 Aerial



NORTH POINTE CURRENT FLUM:



**STAFF REPORT
NORTH POINTE TOWNHOMES
925 TARPON AVE**

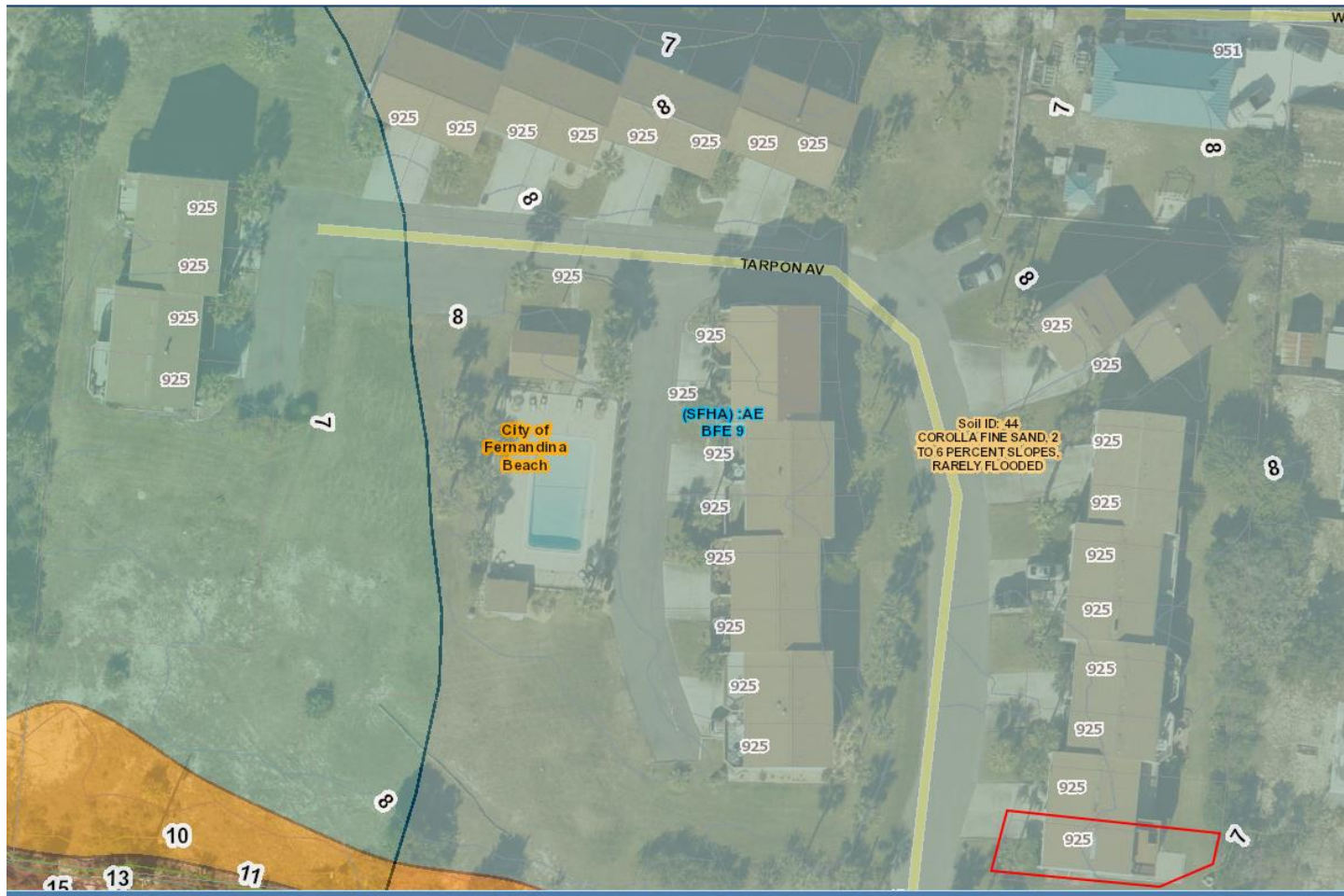






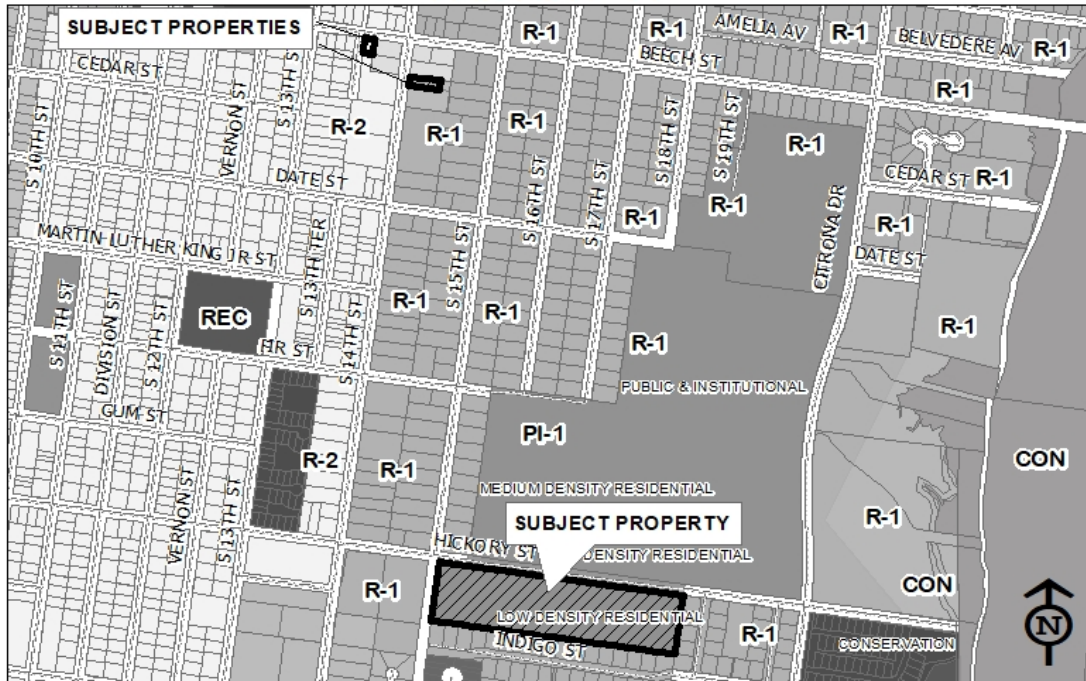
**STAFF REPORT
NORTH POINTE TOWNHOMES
925 TARPON AVE**

NORTH POINTE- COMBINED ENVIRONMENTAL FEATURES MAP



FUTURE LAND USE MAP AMENDMENTS (PAB CASE 2019-14)					
PARCEL ID NUMBER	EXISTING USE	STREET ADDRESS	CURRENT ZONING	CURRENT FUTURE LAND USE CATEGORY	ACTION REQUESTED: FUTURE LAND USE MAP CHANGE
00-00-31-1800-0261-0021	OFFICE	212 S. 14TH ST	MU-1	LOW DENSITY RESIDENTIAL	MIXED USE
00-00-31-1800-0242-10A0	SINGLE FAMILY HOME	1316 BEECH STREET	R-2	GENERAL COMMERCIAL	MEDIUM DENSITY RESIDENTIAL
00-00-30-0600-0001-0010	HOTEL	2707 SADLER ROAD	C-1	GENERAL COMMERCIAL	SPLIT LAND USE AS CONSERVATION CHANGE TO GENERAL COMMERCIAL
01-2N-28-0000-0002-0000	VACANT	ROBERT OLIVER AVE	CON	MEDIUM DENSITY RESIDENTIAL	CONSERVATION
02-2N-28-0000-0001-0010	VACANT	ROBERT OLIVER AVE	CON	MEDIUM DENSITY RESIDENTIAL	CONSERVATION
00-00-31-1600-0153-0000	PUBLIC PARK	HICKORY STREET	PI-1	LOW DENSITY RESIDENTIAL	PUBLIC & INSTITUTIONAL

FUTURE LAND USE MAP CHANGES PAB 2019-14





212 S 14TH STREET
FLUM MAP CHANGES

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	00-00-31-1800-0261-0021 PAGE DAVID P JR MD & KIMBERLY
APPLICANT/AGENT:	City of Fernandina Beach
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)
LOCATION AND DESCRIPTION OF SITE:	212 S. 14 TH STREET DUPLEX
CURRENT LAND USE + ZONING:	LOW DENISTY RESIDENTIAL FUTURE LAND USE MAP CATEGORY AND MU-1 (MIXED USE) ZONING
PROPOSED LAND USE + ZONING:	MIXED USE FUTURE LAND USE MAP CATEGORY TO MATCH MU-1 ZONING
EXISTING USES ON SITE:	DUPLEX CONSTRUCTED IN 1966
PROPERTY SIZE:	0.21

DATA AND ANALYSIS

ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	X	NONE	25 FEET	SAND	NOT IN CUPZ NOT IN CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	DUPLEX	1958	C-1	GENERAL COMMERCIAL
	South	MEDICAL OFFICE	1954	MU-1	MIXED USE
	East	VACANT	N/A	R-1	LOW DENSITY RESIDENTIAL
	West	FIRE STATION	1996	R-2	MEDIUM DENSITY RESIDENTIAL
APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.02 (adequate public services); 1.02.03 (compact development patterns and availability of public facilities and services); 1.02.04 (FLUM amendments); 1.02.06 (criteria for allocating density); 1.02.07 (private property rights); 1.02.08 (mixed use transition areas); 1.02.09 (smooth land use transition and buffering); 1.05.04 (existing platted lots of record); 1.06.06 (maintain and enhance existing conventional single-family neighborhoods); 1.07.07 (mixed use land use category); 3.01.05 (provision of land use for housing);				



STAFF REPORT
212 S. 14TH STREET

	4.05.11 (water quality/ stormwater); 4.05.12 (stormwater impacts); Objective 4.06 (fire rescue); Objective 4.07 (law enforcement); Objective 5.11 (Tree Preservation and Urban Forestry) specifically policy 5.11.09; 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Reference: www.fbfl.us/Compplan
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 2.01 (MU-1 zoning district); 2.03.02 (Table of Land Uses); 2.03.03 (Table of Accessory Uses); 3.05.00 (Drainage and Stormwater Management); 4.01.01 (Density and Housing Types); 4.02.01 (Standards for Lot Design); 4.02.03 (Standards for Building and Building Placement); 4.05.00 (Landscaping, Buffers, and Tree Protection); 5.01.00 (Accessory Uses and Structures); 7.03.00 (Stormwater Management); 7.04.00 (Concurrency Requirements); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board) Reference: www.fbfl.us/LDC
STAFF RECOMMENDATION:	Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval.
PAB RECOMMENDATION:	<i>Pending 10/9/19 public hearing</i>



STAFF REPORT
212 S. 14TH STREET

MAP EXHIBITS & PROPERTY IMAGES:

212 S 14TH STREET Photo + 2019 Aerial

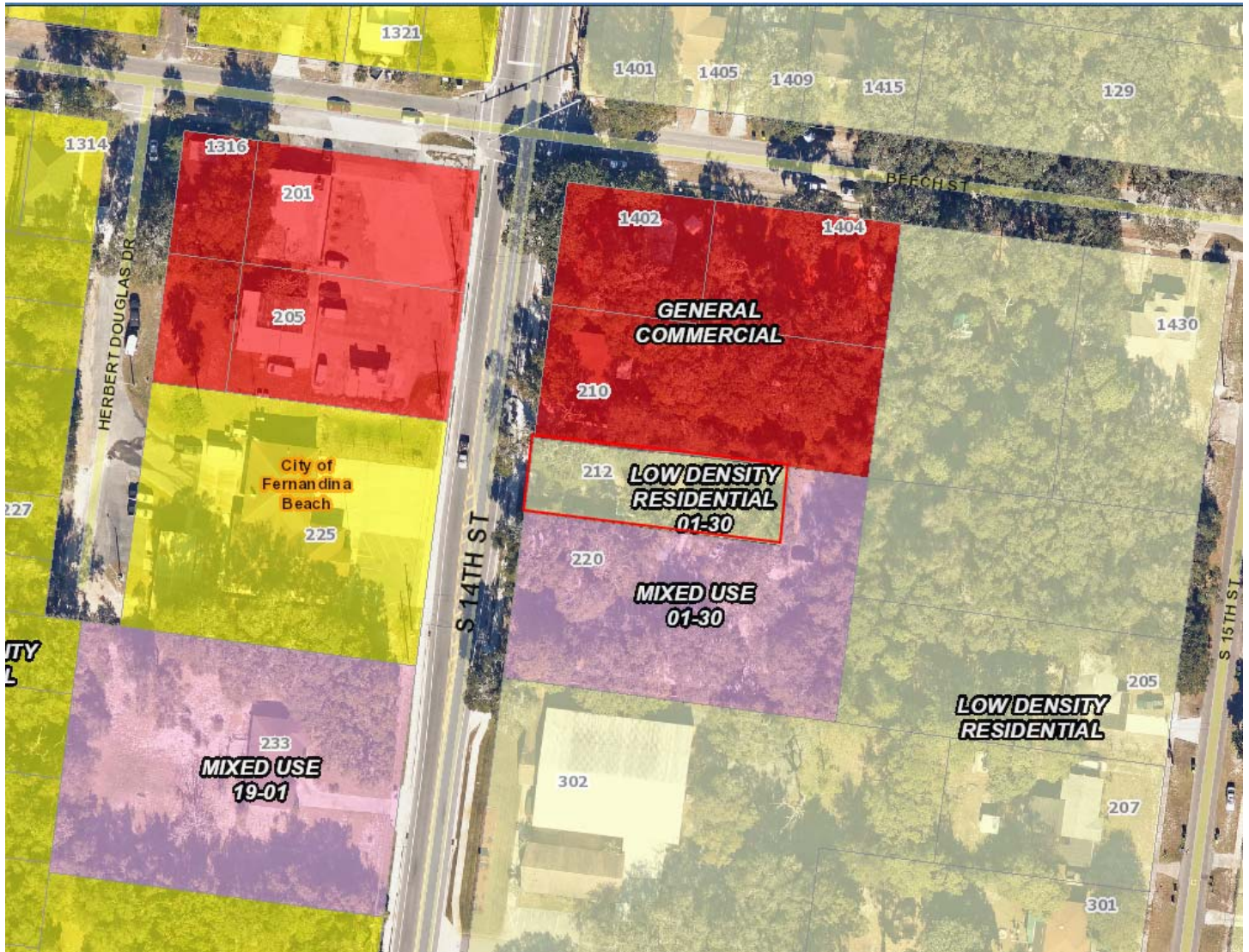
Google Street View





STAFF REPORT
212 S. 14TH STREET

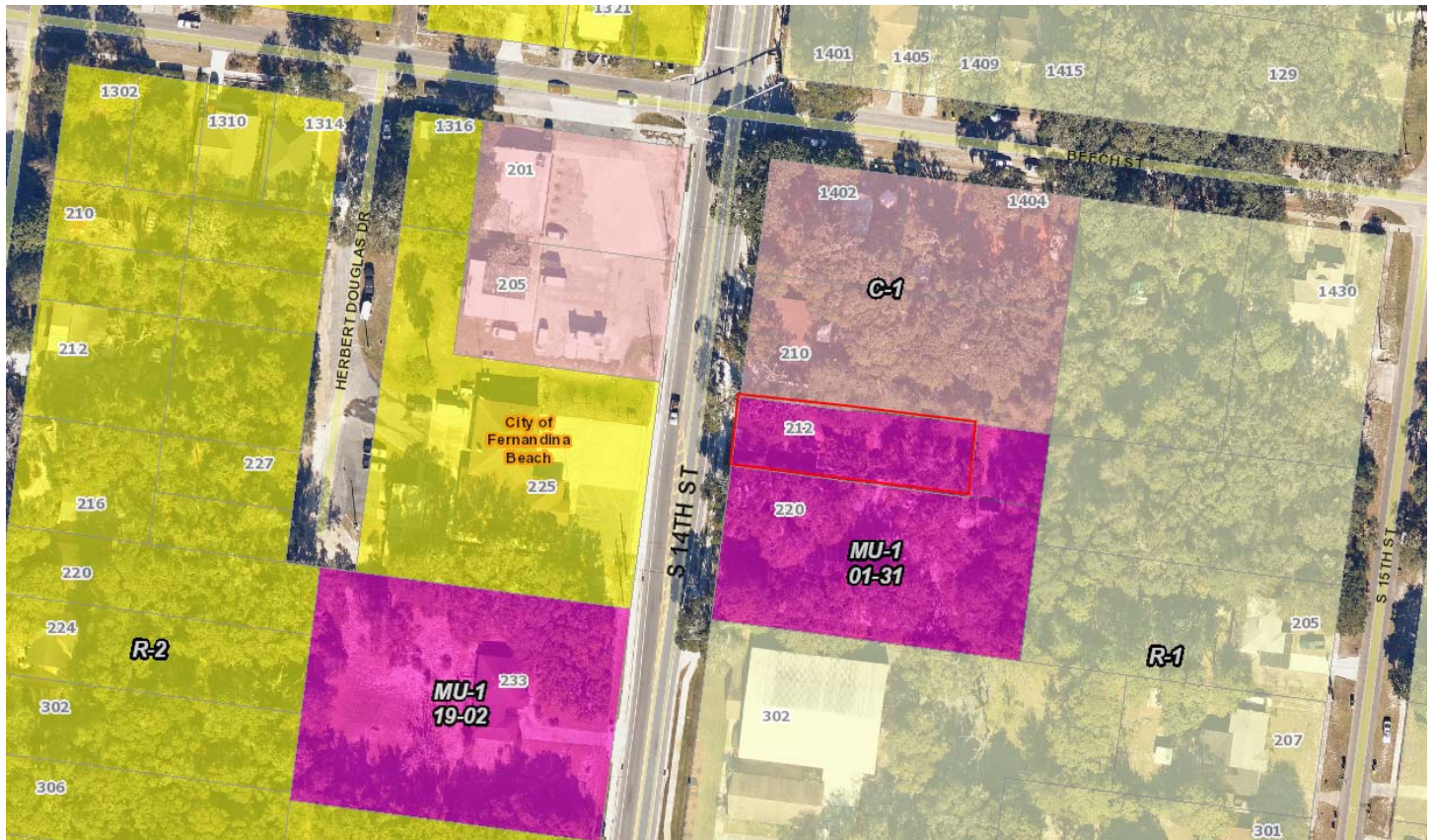
212 S 14th STREET CURRENT FLUM:





STAFF REPORT
212 S. 14TH STREET

212 S 14TH STREET CURRENT ZONING MAP:





STAFF REPORT
212 S. 14TH STREET

212 S 14TH STREET- COMBINED ENVIRONMENTAL FEATURES MAP





**STAFF REPORT
1316 BEECH STREET**

**1316 BEECH STREET
FLUM MAP CHANGES**

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	00-00-31-1800-0242-10A0 HILL SHEILA
APPLICANT/AGENT:	City of Fernandina Beach
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)
LOCATION AND DESCRIPTION OF SITE:	1316 BEECH STREET Single Family Residential (Homesteaded)
CURRENT LAND USE + ZONING:	General Commercial FLUM and R-2 Zoning
PROPOSED LAND USE + ZONING:	Amend Future Land Use Map from General Commercial to Medium Density Residential
EXISTING USES ON SITE:	Single Family Home Constructed in 1920
PROPERTY SIZE:	0.1 Acres of Land

DATA AND ANALYSIS

ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	X	NONE	23 FEET	SAND	NOT IN CUPZ NOT IN CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	Single Family Home	1988	R-2	Medium Density Residential
	South	Vacant – City	N/A	C-1	General Commercial
	East	Convenience Store	1962	C-1	General Commercial
	West	Single Family Home	2018	R-2	Medium Density Residential
APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.02 (adequate public services); 1.02.03 (compact development patterns and availability of public facilities and services); 1.02.04 (FLUM amendments); 1.02.06 (criteria for allocating density); 1.02.07 (private property rights); 1.02.09 (smooth land use transition and buffering); 1.05.02 (nonconforming structures); 1.05.04 (existing platted lots of record); 1.06.06 (maintain and enhance existing conventional single-family neighborhoods);				



STAFF REPORT
1316 BEECH STREET

	1.07.05 (medium density residential land use category); 1.07.15 (conservation land use category); 3.01.05 (provision of land use for housing); 4.05.11 (water quality/ stormwater); 4.05.12 (stormwater impacts); Objective 4.06 (fire rescue); Objective 4.07 (law enforcement); 5.11 (Tree Preservation and Urban Forestry) specifically policy 5.11.09; 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Objective 11.08 (Non-designated Historic structures and neighborhoods) Reference: www.fbfl.us/Compplan
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 2.01.04 (R-2 zoning district); 2.03.02 (Table of Land Uses); 2.03.03 (Table of Accessory Uses); 3.05.00 (Drainage and Stormwater Management); 4.01.01 (Density and Housing Types); 4.02.01 (Standards for Lot Design); 4.02.03 (Standards for Building and Building Placement); 4.05.00 (Landscaping, Buffers, and Tree Protection); 5.01.00 (Accessory Uses and Structures); 7.03.00 (Stormwater Management); 7.04.00 (Concurrency Requirements); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board) Reference: www.fbfl.us/LDC
STAFF RECOMMENDATION:	Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval.
PAB RECOMMENDATION:	<i>Pending 10/9/19 public hearing</i>



**STAFF REPORT
1316 BEECH STREET**

MAP EXHIBITS & PROPERTY IMAGES:

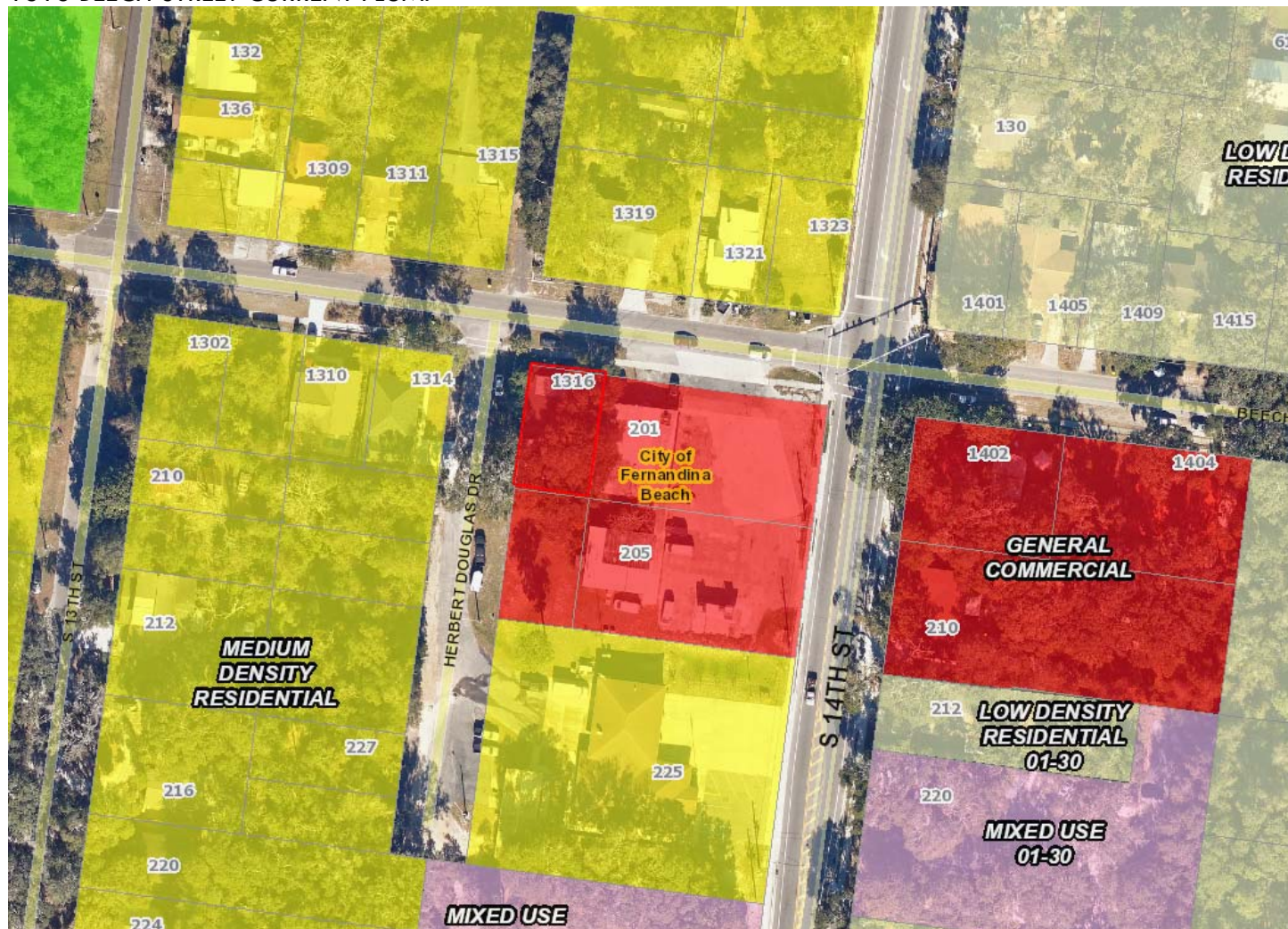
1316 BEECH STREET Photo + 2019 Aerial





STAFF REPORT 1316 BEECH STREET

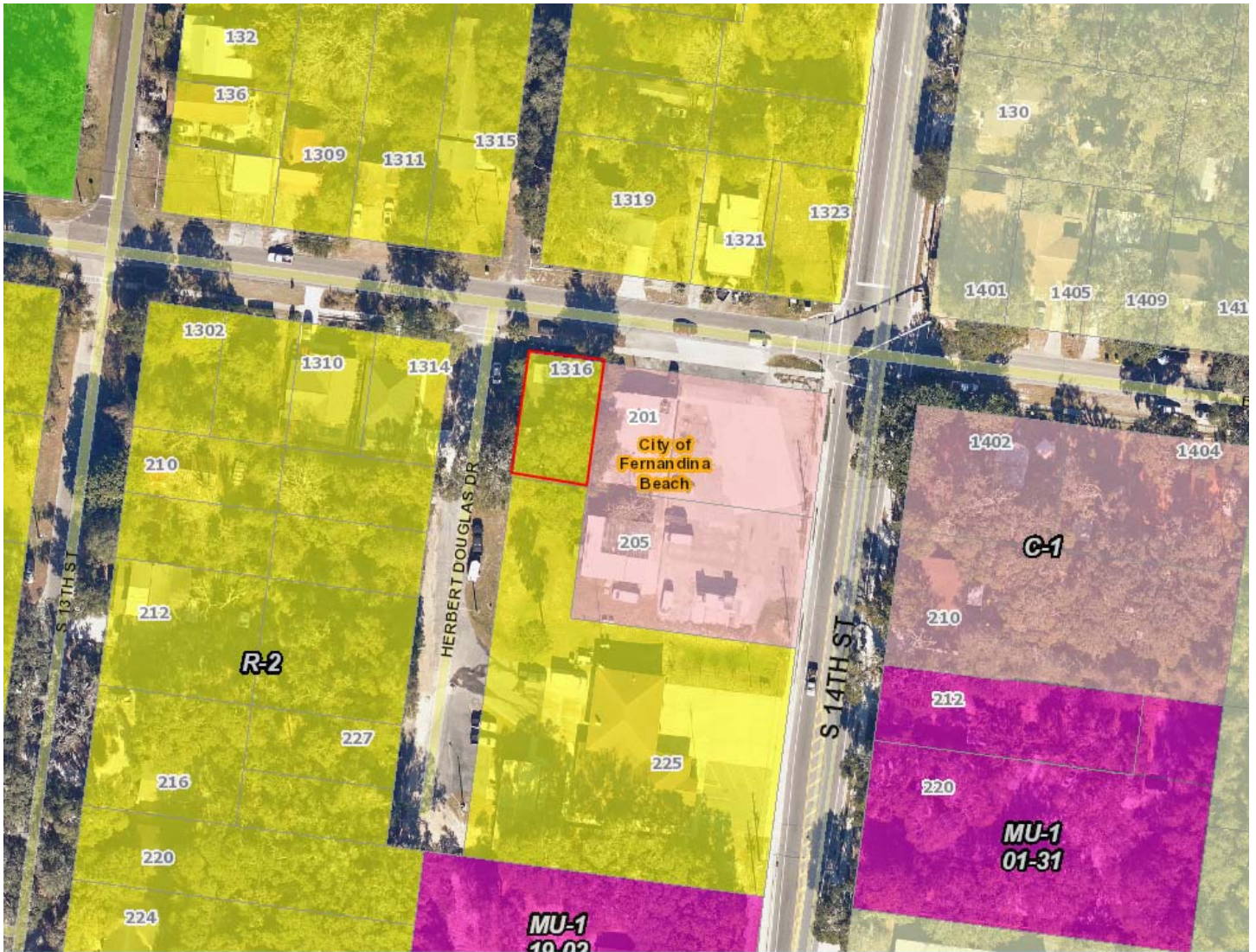
1316 BEECH STREET CURRENT FLUM:





STAFF REPORT 1316 BEECH STREET

1316 BEECH STREET CURRENT ZONING MAP:





STAFF REPORT 1316 BEECH STREET

1316 BEECH STREET- COMBINED ENVIRONMENTAL FEATURES MAP





STAFF REPORT
2707 SADLER ROAD - HOTEL

2707 SADLER ROAD- HOTEL
FLUM MAP CHANGES

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	00-00-30-0600-0001-0010 FERNANDINA BEACH HOTEL GROUP LLC
APPLICANT/AGENT:	City of Fernandina Beach
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)
LOCATION AND DESCRIPTION OF SITE:	EXISTING HOTEL AND RESTAURANT WITH ANCILLARY USES INCLUDING POOL, TENNIS COURTS, ETC.
CURRENT LAND USE + ZONING:	GENERAL COMMERCIAL AND CONSERVATION FOR 2.07 ACRES WITH C-1 ZONING
PROPOSED LAND USE + ZONING:	GENERAL COMMERCIAL FUTURE LAND USE MAP CATEGORY FOR ENTIRETY OF 5.58 ACRES OF LAND CHANGE OF 2.07 ACRES FROM CONSERVATION TO GENERAL COMMERCIAL
EXISTING USES ON SITE:	HOTEL CONSTRUCTED IN 1986
PROPERTY SIZE:	5.58

DATA AND ANALYSIS

ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	X and AE	None	7-2 FEET	Sand	IN CUPZ NOT IN CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	VACANT	N/A	CON	CONSERVATION
	South	VACANT	N/A	CON	CONSERVATION
	East	HOTEL	2002	C-1	GENERAL COMMERCIAL
	West	HOTEL	1997	C-1	GENERAL COMMERCIAL
APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.04 (FLUM amendments); 1.07.07 (general commercial land use category); 4.05.11 (water quality/ stormwater); 4.05.12 (stormwater impacts); Objective 4.06 (fire rescue); Objective 4.07 (law enforcement);				



STAFF REPORT
2707 SADLER ROAD - HOTEL

	6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Reference: www.fbfl.us/Compplan
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 2.01 (C-1 zoning district); 2.03.02 (Table of Land Uses); 2.03.03 (Table of Accessory Uses); 3.05.00 (Drainage and Stormwater Management); 4.02.03 (Standards for Building and Building Placement); 4.05.00 (Landscaping, Buffers, and Tree Protection); 7.03.00 (Stormwater Management); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board) Reference: www.fbfl.us/LDC
STAFF RECOMMENDATION:	Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval.
PAB RECOMMENDATION:	<i>Pending 10/9/19 public hearing</i>



STAFF REPORT 2707 SADLER ROAD - HOTEL

2707 SADLER ROAD Photo + 2019 Aerial

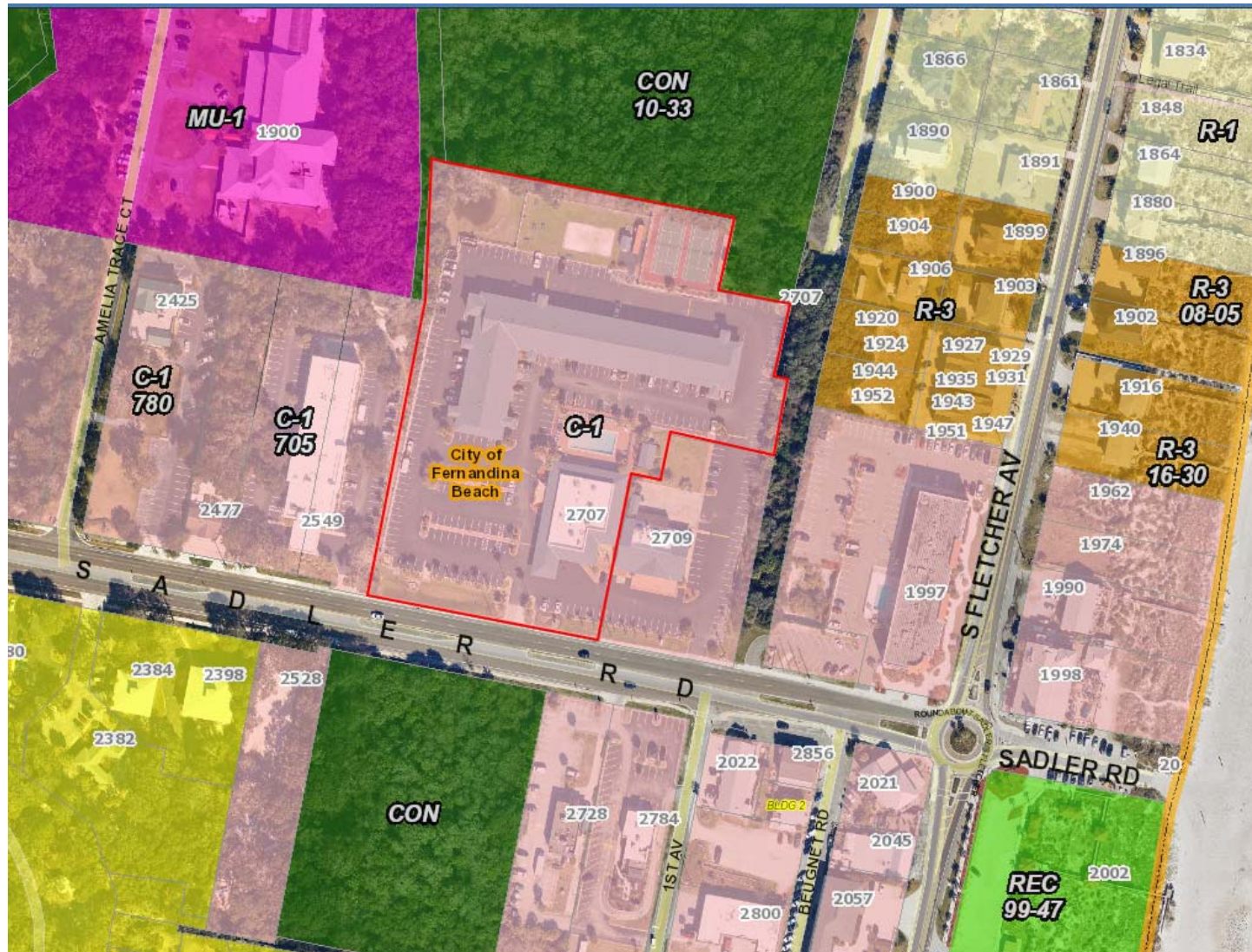
Google Street View





STAFF REPORT
2707 SADLER ROAD - HOTEL

2707 SADLER ROAD CURRENT ZONING MAP:





STAFF REPORT
2707 SADLER ROAD - HOTEL

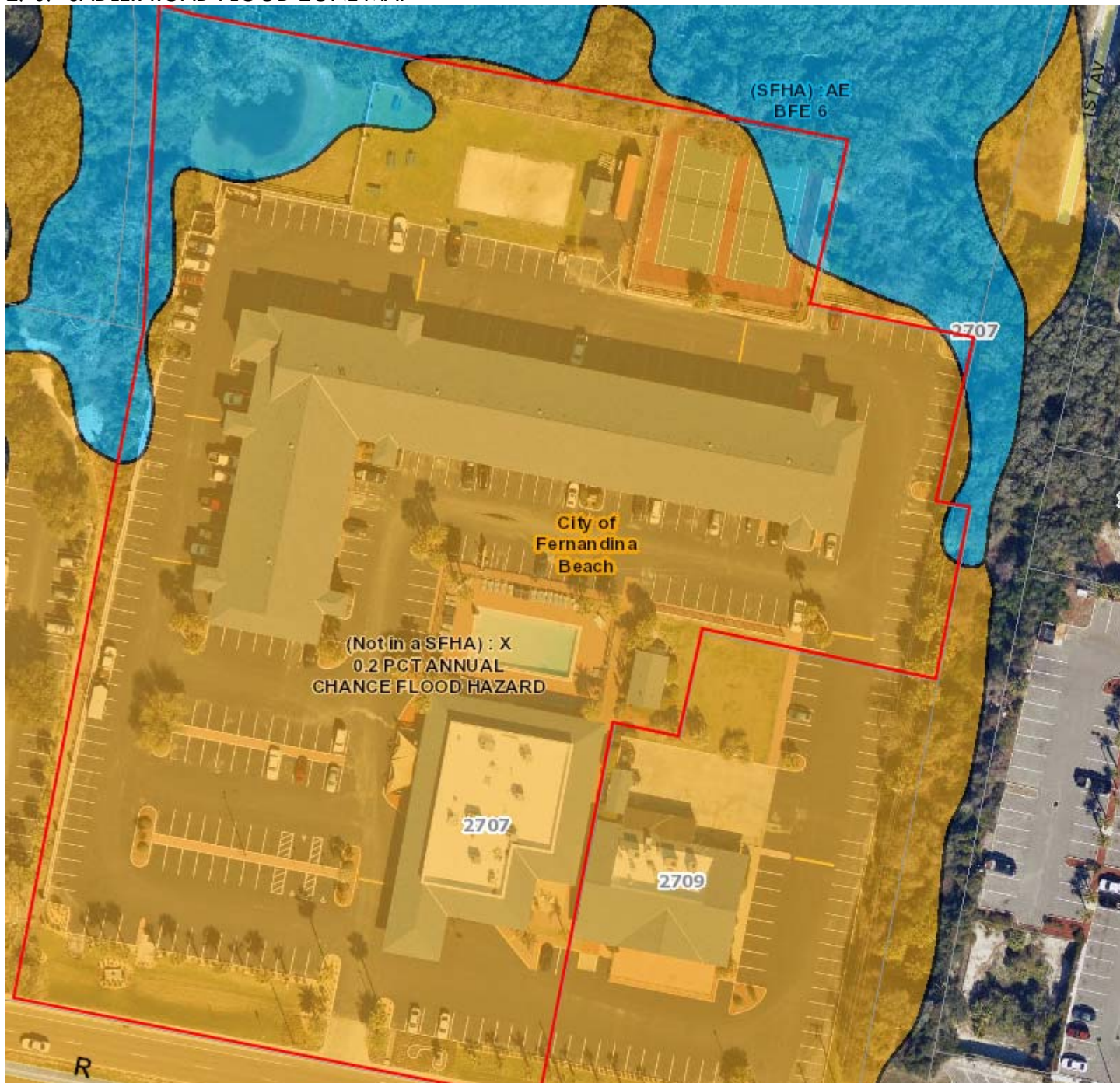
2707 SADLER ROAD POTENTIAL WETLANDS





STAFF REPORT
2707 SADLER ROAD - HOTEL

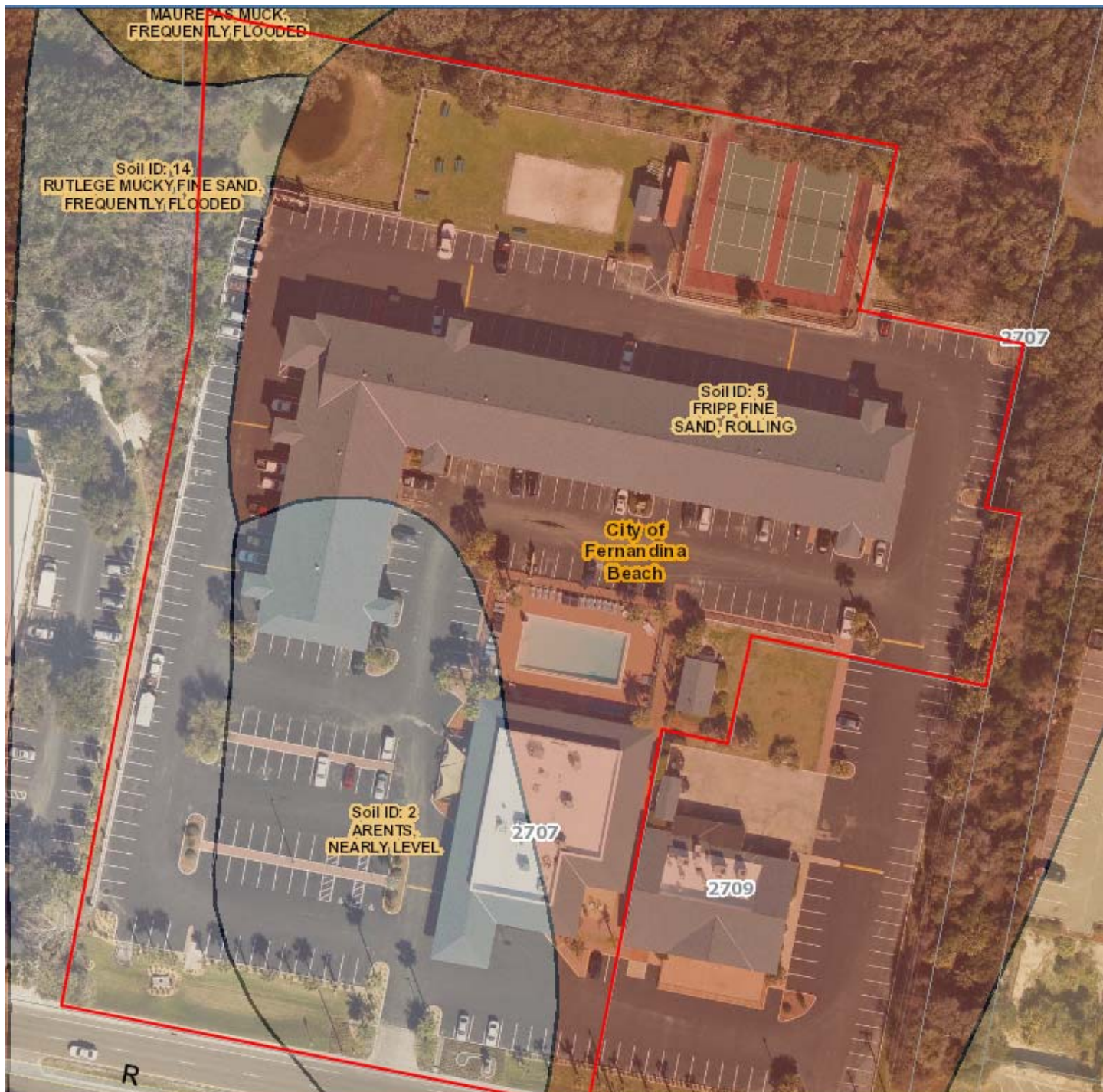
2707 SADLER ROAD FLOOD ZONE MAP





STAFF REPORT
2707 SADLER ROAD - HOTEL

2707 SADLER ROAD SOILS MAP





STAFF REPORT
2707 SADLER ROAD - HOTEL

2707 SADLER ROAD TOPOGRAPHY





**STAFF REPORT
ROBERT OLIVER DRIVE - CITY**

**ROBERT OLIVER DRIVE- CITY
FLUM AND ZONING MAP CHANGES**

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	01-2N-28-0000-0002-0000 AND 02-2N-28-0000-0001-0010 CITY OF FERNANDINA BEACH				
APPLICANT/AGENT:	City of Fernandina Beach				
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)				
LOCATION AND DESCRIPTION OF SITE:	ROBERT OLIVER DRIVE VACANT/ UNDISTURBED				
CURRENT LAND USE + ZONING:	Medium Density Residential (MDR) Zoning Map Designation reflects approximately 0.66 acres as R-2/ Medium Density Residential				
PROPOSED LAND USE + ZONING:	1. Amend Future Land Use Map for approximately 2.92 acres of land from Medium Density Residential (MDR) to Conservation (CON) 2. Amend Zoning Map for approximately 0.66 acres of land from R-2 to CON				
EXISTING USES ON SITE:	VACANT				
PROPERTY SIZE:	2.92 Acres of Land				
ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	X and AE	Entire Site	8 ft to 2 ft	Muck	Not in CUPZ Not in CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	Vacant			
	South	Vacant			
	East	Forest Ridge PUD			
	West	Vacant			
APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.04 (FLUM amendments); 1.02.09 (smooth land use transition and buffering); 1.07.15 (conservation land use category); Objective 5.08 (Wetlands Protection and Preservation) and all policy statements which follow; Objective 5.10 (Wildlife Planning) and specific policies 5.10.01, 5.10.02, 5.10.05 5.14.09 (development standards for environmentally sensitive and conservation lands); Objective 5.11 (Tree Preservation and Urban Forestry) specifically policy 5.11.09; 5.14.09 (LDC Standards for development of environmentally sensitive and				



STAFF REPORT
ROBERT OLIVER DRIVE - CITY

	conservation lands); 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Reference: www.fbfl.us/Compplan
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 2.01.20 (CON zoning district); 3.02.06 (Land Uses within Areas of Special Flood Hazard); 3.03.00 (Wetland Protection); 4.05.00 (Landscaping, Buffers, and Tree Protection); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board) Reference: www.fbfl.us/LDC
STAFF RECOMMENDATION:	Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval.
PAB RECOMMENDATION:	<i>Pending 10/9/19 public hearing</i>



**STAFF REPORT
ROBERT OLIVER DRIVE - CITY**

MAP EXHIBITS & PROPERTY IMAGES:

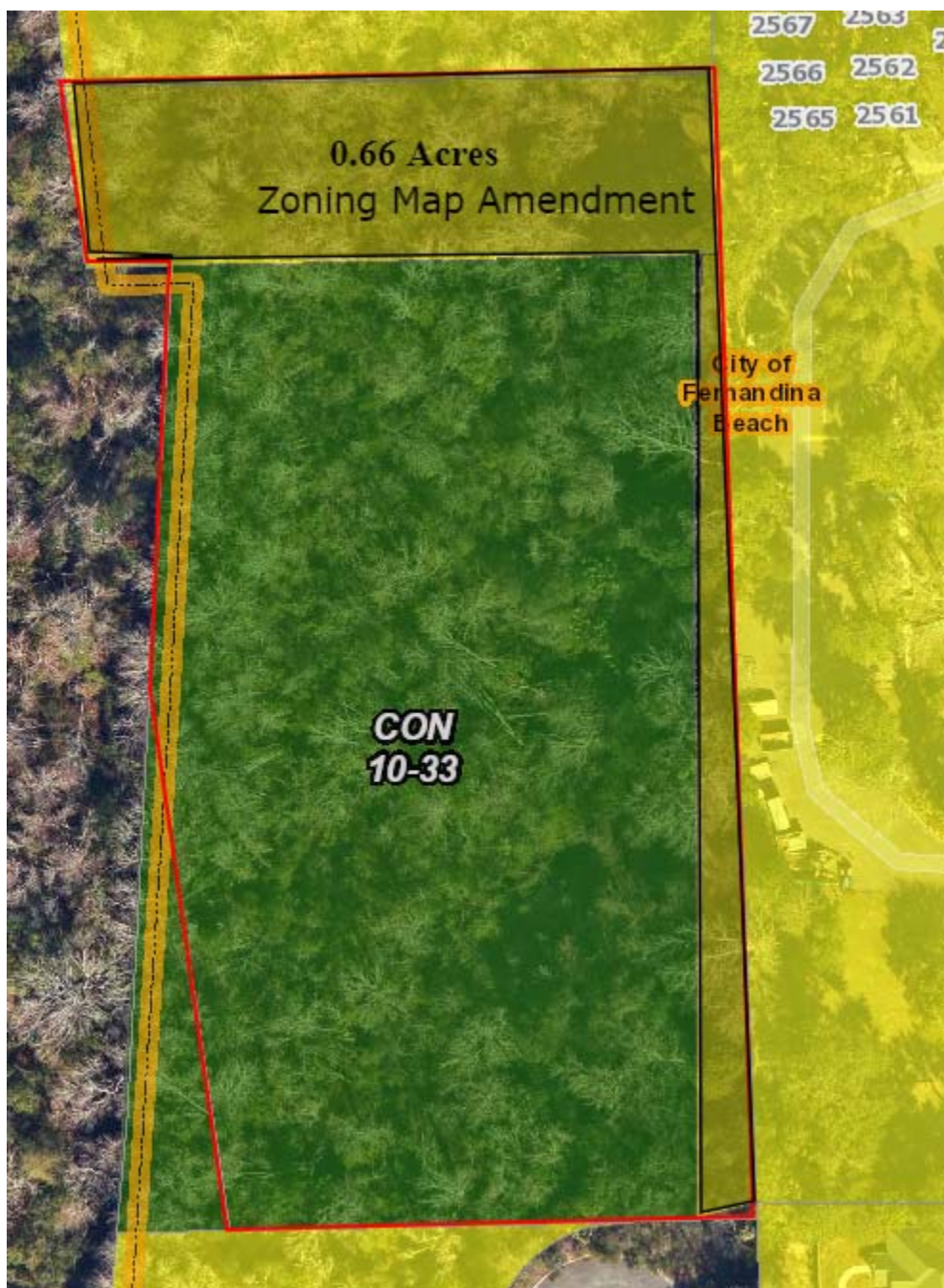
Robert Oliver Future Land Use Map Change Request for approximately 2.92 acres of land:





**STAFF REPORT
ROBERT OLIVER DRIVE - CITY**

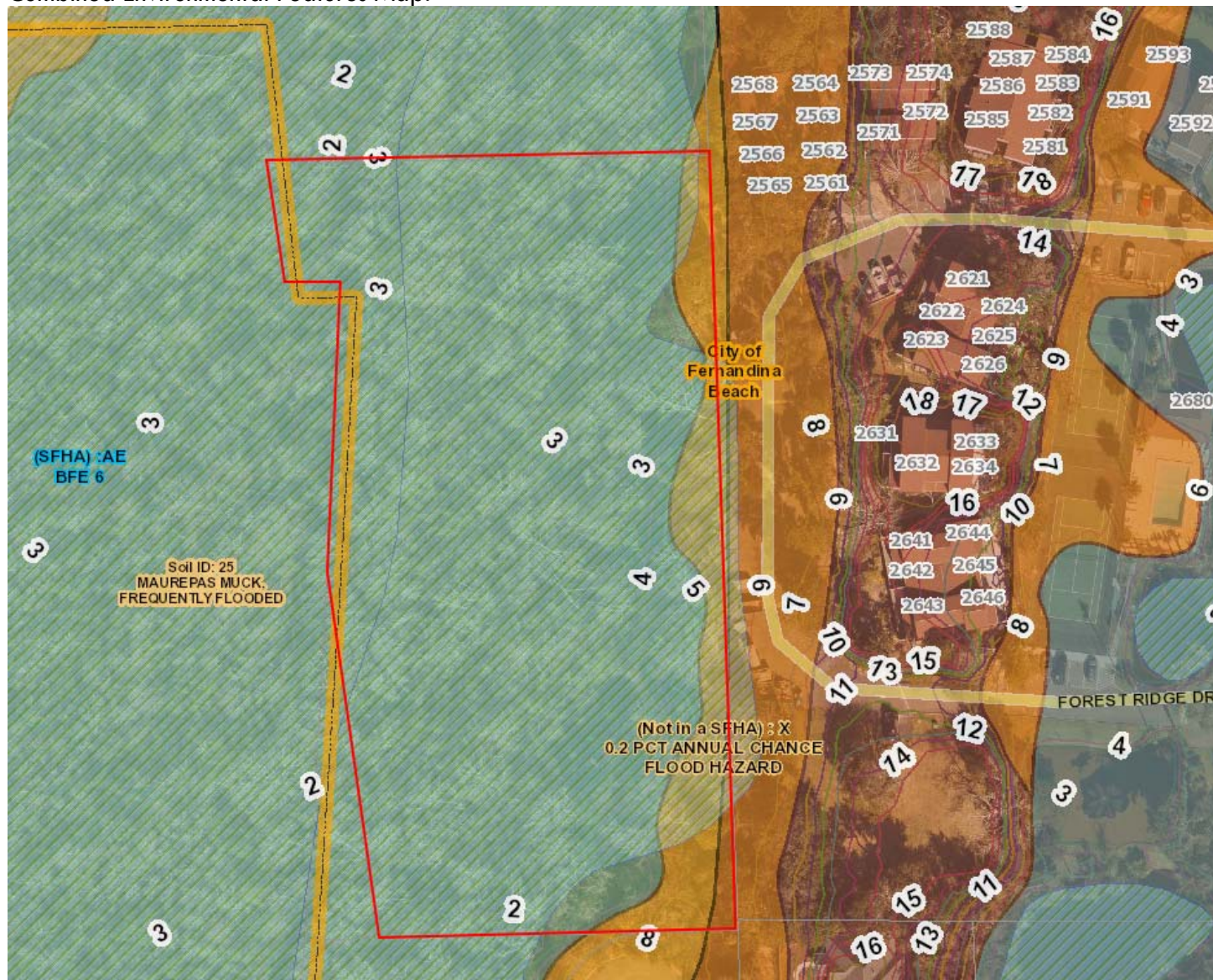
Robert Oliver Zoning Change to Conservation:





STAFF REPORT ROBERT OLIVER DRIVE - CITY

Combined Environmental Features Map:





**STAFF REPORT
HICKORY STREET PARK**

**HICKORY STREET PARK
FLUM MAP CHANGES**

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	00-00-31-1600-0153-0000 SCHOOL BOARD OF NASSAU COUNTY				
APPLICANT/AGENT:	City of Fernandina Beach				
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)				
LOCATION AND DESCRIPTION OF SITE:	Hickory Street at S. 15 th Street Use as recreational ball fields				
CURRENT LAND USE + ZONING:	Low Density Residential Future Land Use PI-1 Zoning				
PROPOSED LAND USE + ZONING:	Public and Institutional Future Land Use PI-1 Zoning				
EXISTING USES ON SITE:	Recreational Ball Fields				
PROPERTY SIZE:	9.76 Acres				
ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	X	None	21-24 FT	Sand	NOT IN CUPZ NOT IN CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	Highschool Ballfields	N/A	PI-1	Public and Institutional
	South	Single Family Homes	2010-2016	R-1	Low Density Residential
	East	Single Family Homes	2010-2016	R-1	Low Density Residential
	West	Religious Facility Ancillary Uses	Misc	R-1	Low Density Residential
APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.04 (FLUM amendments); 1.07.16 (public and institutional land use category); 4.05.11 (water quality/ stormwater); 4.05.12 (stormwater impacts); Objective 4.06 (fire rescue); Objective 4.07 (law enforcement); 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks); 10.06.01 (level of service for public schools)				
APPLICABLE LAND DEVELOPMENT CODE	2.00.03 (Establishment of district boundary); 2.01 (PI-1 zoning district);				

Reference: www.fbfl.us/Compplan



STAFF REPORT HICKORY STREET PARK

SECTIONS:	2.03.02 (Table of Land Uses); 2.03.03 (Table of Accessory Uses); 3.05.00 (Drainage and Stormwater Management); 4.02.03 (Standards for Building and Building Placement); 4.05.00 (Landscaping, Buffers, and Tree Protection); 7.03.00 (Stormwater Management); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board) Reference: www.fbfl.us/LDC
STAFF RECOMMENDATION:	Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval.
PAB RECOMMENDATION:	<i>Pending 10/9/19 public hearing</i>



STAFF REPORT HICKORY STREET PARK

MAP EXHIBITS & PROPERTY IMAGES:

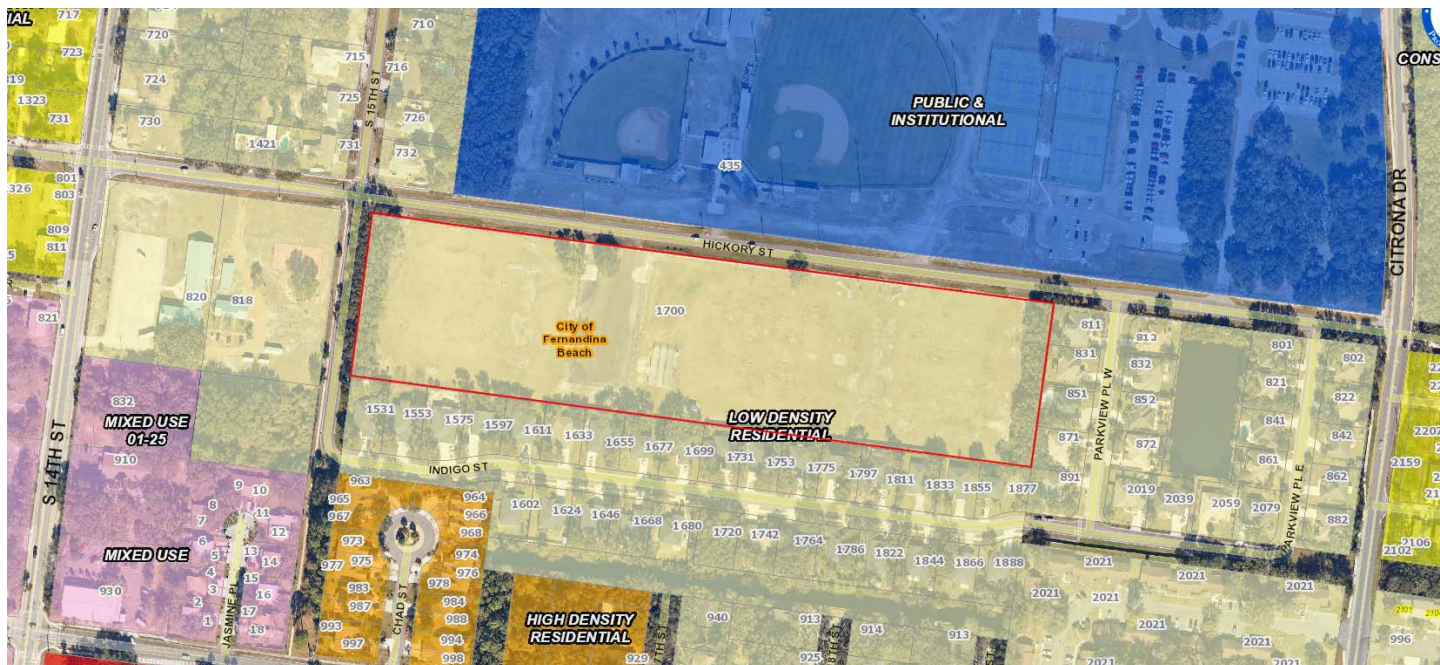
Hickory Street Park Photo + 2019 Aerial





STAFF REPORT HICKORY STREET PARK

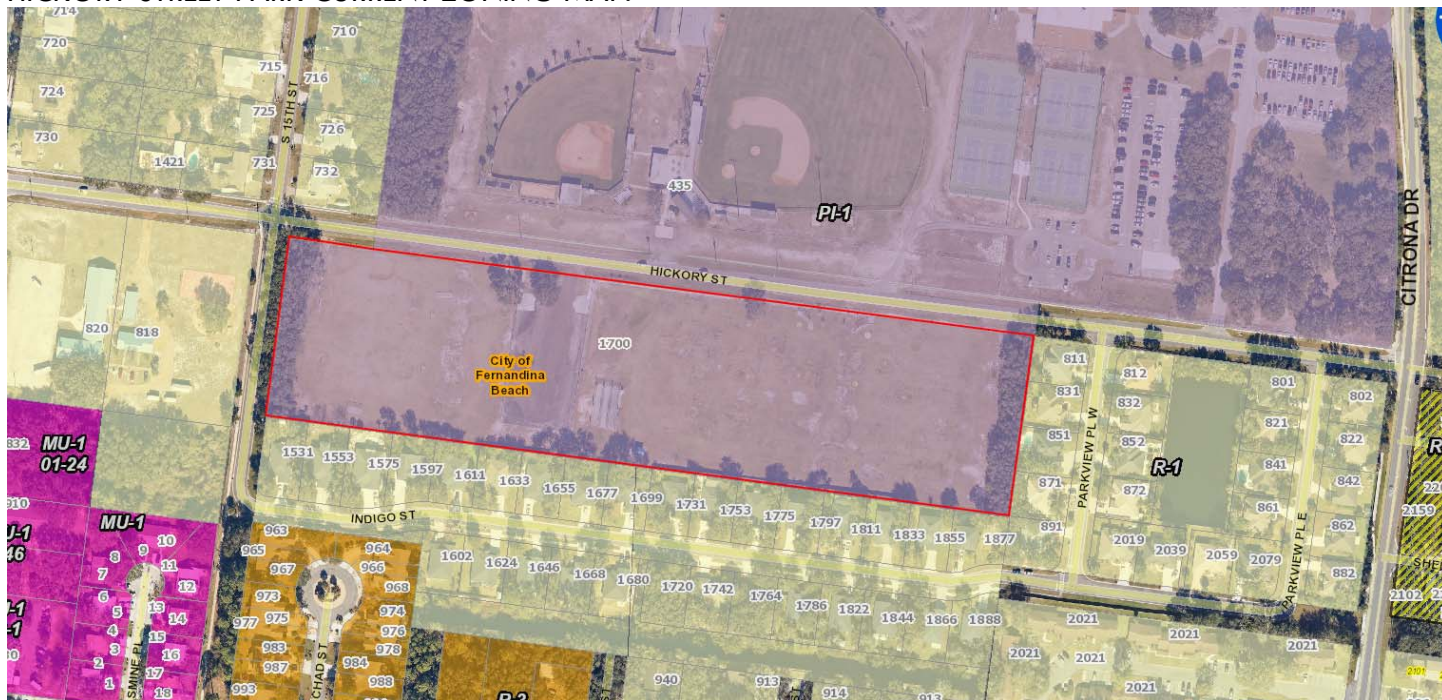
HICKORY STREET PARK CURRENT FLUM:





STAFF REPORT HICKORY STREET PARK

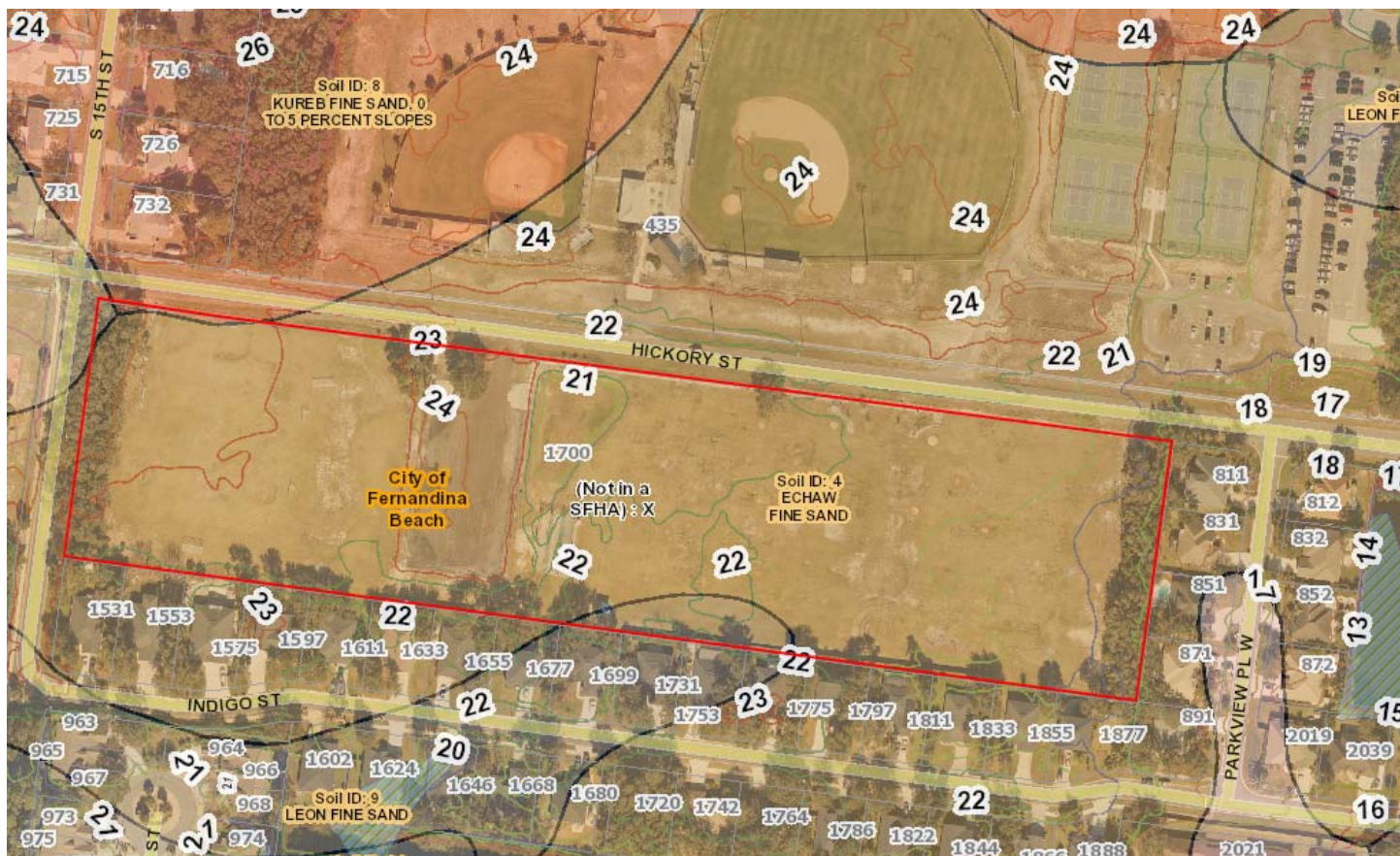
HICKORY STREET PARK CURRENT ZONING MAP:





STAFF REPORT HICKORY STREET PARK

HICKORY STREET PARK- COMBINED ENVIRONMENTAL FEATURES MAP



FUTURE LAND USE MAP AMENDMENTS (PAB CASE 2019-14) ZONING MAP AMENDMENTS (PAB CASE 2019-15) CITRONA AREA ONLY					AND
PARCEL ID NUMBER	EXISTING USE	STREET ADDRESS	CURRENT ZONING	CURRENT FUTURE LAND USE CATEGORY	ACTION REQUESTED: ZONING OR LAND USE MAP CHANGE
27-3N-28-1192-000C-0000	VACANT	SHELL COVE DRIVE	R-1	CONSERVATION	CON
27-3N-28-1192-000D-0000	VACANT	SHELL COVE DRIVE	R-1	CONSERVATION	CON
00-00-31-1180-0017-0050	VACANT	GUM STREET	R-1	CONSERVATION	CON
00-00-31-1180-0017-0060	VACANT	GUM STREET	R-1	CONSERVATION	CON
00-00-31-1180-0018-0010	VACANT	GUM STREET	R-1	CONSERVATION	CON
00-00-31-1180-0018-0030	VACANT	GUM STREET	R-1	CONSERVATION	CON
00-00-31-1180-0018-0040	VACANT	GUM STREET	R-1	CONSERVATION	CON
00-00-31-1180-0022-0010	VACANT	CITRONA DRIVE	R-1	CONSERVATION	CON
00-00-31-1180-0018-0040	VACANT	GUM STREET	R-1	CONSERVATION	CON
00-00-31-1616-0003-0020	VACANT	CITRONA DRIVE	R-1	CONSERVATION	CON
00-00-31-1616-0001-0000	SINGLE FAMILY HOME	510 CITRONA DRIVE	R-1	CONSERVATION	CONSERVATION FLUM + CON ZONING TO ALIGN WITH WETLANDS BOUNDARY
00-00-31-1616-0002-0000	MULTI-FAMILY HOME	522 CITRONA DRIVE	R-1	LOW DENSITY RESIDENTIAL	CONSERVATION FLUM + CON ZONING TO ALIGN WITH WETLANDS BOUNDARY
00-00-31-1616-0003-0000	VACANT	526 CITRONA DRIVE	R-1	LOW DENSITY RESIDENTIAL	CONSERVATION FLUM + CON ZONING TO ALIGN WITH WETLANDS BOUNDARY
00-00-31-1180-0015-0000	SINGLE FAMILY HOME	420 CITRONA DRIVE	R-1	LOW DENSITY RESIDENTIAL/ CONSERVATION (~466 SQ FEET)	CONSERVATION FLUM + CON ZONING TO ALIGN WITH WETLANDS BOUNDARY

Citrona Drive Land Use and Zoning Changes





**STAFF REPORT SUMMARY
PAB 2019-14 + 2019-15**

**APPLICATION FOR FUTURE LAND USE MAP + ZONING MAP AMENDMENTS
VARIOUS MAP CORRECTIONS CITYWIDE**

*** All required application materials have been received. All fees have been paid. All required notices have been made. All copies of required materials are part of the official record and have been made available on the City's website and at the Department of Planning and Conservation. ***

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The City has provided a zoning and/or land use layer within its Comprehensive Plan dating back to 1961. Over the subsequent 45 years, these documents were maintained by external agencies or consultants and furnished to the City as part of its statutory periodic review periods. The City began utilizing Geographic Information Systems (GIS) in 2004-2005. In 2005-2006, the City started working towards creating its own GIS system and maintaining data layers. Staff was hired and trained on-the-job to learn how to manage this system. Parcel alignment with the data layers became technically possible however, it was not until 2007 that the City had staffing with proper training to effectively utilize the system. In 2012 staff entered into a partnership with the Nassau County Property Appraiser's (NCPA) office to share and display data for public review. Since 2014 the City's data layers have been updated by the NCPA office following the enactment of land use or zoning ordinances. Discrepancies between the Future Land Use Map and Zoning Map as witnessed in these applications are the result of the carry over actions of prior commissions which did not evaluate any conflicts between the documents on an individual parcel level.

From time to time, staff would encounter mismatches between the zoning and land use map layers. These were either noted and corrected under staff-initiated amendments or they were disclosed to a property owner at the time of a development application and directed to make a change. At no point, did staff undertake an exhaustive analysis to determine discrepancies between the Future Land Use Map (FLUM) and Zoning Map.

In February 2019, the City Commission acted under Ordinance 2019-05 to place a moratorium on future land use map and zoning map amendments until such time that the maps could be reconciled to align. Discussion of the initial findings were shared and briefly discussed with the Planning Advisory Board (PAB) in March and April 2019. Staff presented findings to the City Commission in May of 2019; it was then directed to proceed with correction of the maps based on areas of conflict only. PAB applications 2019-14 and 2019-15 were initiated in August 2019. These applications seek to amend the maps in accordance with the direction provided by the City Commission. Staff conducted a PAB workshop with property owners and citizens on September 9, 2019.

The data provided as part of the analysis for each change include map exhibits and digital images from the Nassau County, Florida Property Appraiser GIS mapping. Information for each property is provided as part of this report and serve to fulfill minimum application requirements for mapping changes. Specifically, the LIDAR data of 1-foot contour topography file, St. Johns River Water Management District potential wetlands, the USDA soils, and FEMA flood zone data layers were utilized. Site specific, independent surveys and studies were not prepared as part of the recommended action; however, where prior plat maps exist they have been provided as back up material to each series of properties.



STAFF REPORT SUMMARY PAB 2019-14 + 2019-15

In addition to the policies provided by the Comprehensive Plan, Land Development Code and Florida Statutes 163.3187 and 163.3184, staff relied on the following guiding principles as part of its overall consideration for determining a recommendation for the Future Land Use Map or Zoning Map Change:

- **Built Environment:** What's on the ground (or not) today?
- **Surrounding Property:** What is the surrounding land use and zoning? What are the surrounding area built conditions?
- **Environmental Features:** What environmental features are contained on the site?
- **Pattern of Change:** Are there other land use or zoning changes within the same area that should be considered?
- **Holistic View:** How does the requested action serve to meet and further the general direction and intent of the City's policy direction as a whole?
- The 2011 Future Land Use Map adopted as part of the EAR-based Comprehensive Plan amendments is presumed to be the principal document for consideration of all Future Land Use Map changes.
- The City adopted a revised Land Development Code and Zoning Map in 2006.

CONSISTENCY WITH THE COMPREHENSIVE PLAN AND LAND DEVELOPMENT CODE:

The approval of Future Land Use Map and Zoning Amendments are generally governed under Comprehensive Plan policies which describe concurrency, level of service standards, and allocation of residential densities and non-residential intensities, and compatibility with neighboring properties. Staff has reviewed applicable policies generally and specifically as they apply to each property. The requested changes have been divided into topic areas for individual review as separate documents for the board's consideration. Analysis for each property is provided following this document.

The Land Development Code outlines policies for consideration of a Future Land Use Map Amendments and Zoning Map Amendments. Staff has determined that these sections have been sufficiently met and the requested action is found to be consistent with requirements of the Land Development Code. Further, it has determined that the requested action is consistent with the intent and direction of the Comprehensive Plan.

CONCLUSION:

The requested actions to amend the Future Land Use Map and Zoning Map have been directed under Ordinance 2019-05. Staff recommends approval of the application as provided in each parcel summary contained herein. The proposed actions are sufficiently compliant with the City's Comprehensive Plan and Land Development Code.

MOTION(S) TO CONSIDER

I move to recommend **(approval or denial)** of PAB case number 2019-14 to the City Commission requesting that a Future Land Use Map Amendment to align the City's Future Land Use Map and Zoning Map be **(approved or denied)** and that PAB case 2019-14, as presented, **(is or is not)** sufficiently compliant with the Comprehensive Plan and Land Development Code to be approved at this time.

I move to recommend **(approval or denial)** of PAB case number 2019-15 to the City Commission requesting that a Zoning Map Amendment to align the City's Future Land Use Map and Zoning Map be **(approved or denied)** and that PAB case 2019-15, as presented, **(is or is not)** sufficiently compliant with the Comprehensive Plan and Land Development Code to be approved at this time.

Citrona Drive Land Use and Zoning Changes



**CITRONA DRIVE AREA
PROPERTIES**

CHANGE CHART

Location/ Parcel	Added Conservation FLUM (sq. ft.)	Reduced Conservation FLUM (sq. ft)	Added CON Zoning (sq. ft)	Reduced CON Zoning (sq. ft)
420 Citrona Drive		467.00		
522 Citrona Drive	4,712.85		13,758.78	
510 Citrona Drive		25,885.51	23,503.63	
526 Citrona Drive	52,194.44		107,251.00	
00-00-31-1180-0017-0060	21,000.00		158,994.00	
00-00-31-1180-0017-0050			24,393.60	
00-00-31-1180-0018-0010			27,878.40	
00-00-31-1180-0018-0030			15,681.60	
00-00-31-1180-0018-0040			6,098.40	
00-00-31-1180-0022-0010				
00-00-31-1180-0022-0010 (Post Oak Apts)	50,094.00		190,357.20	
27-3N-28-1192-000C-0000 (Shell Cove Common Tract)	9,583.20		9,583.20	
27-3N-28-1192-000D-0000 (Shell Cove Common Tract)			41,817.60	
00-00-31-1180-0018-0040			6,098.40	
TOTAL SQ. FT.:	137,584.49	26,352.51	625,415.81	-
TOTAL ACREAGE:	3.16	0.60	14.36	-

FLUM= Future Land Use Map
CON= Conservation Zoning



**STAFF REPORT
420 CITRONA DRIVE**

**420 CITRONA DRIVE
FLUM AND ZONING MAP CHANGES**

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	00-00-31-1180-0015-0000 BONER, EDWARD E JR
APPLICANT/AGENT:	City of Fernandina Beach
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)
LOCATION AND DESCRIPTION OF SITE:	420 CITRONA DR Single Family Residential (Homesteaded)
CURRENT LAND USE + ZONING:	Split Future Land Use Map Category of Low Density Residential (LDR) = approximately 145,224.4 sq. ft. and Conservation (CON)= approximately 467 sq. ft Zoning Map Designation reflects approximately 3.34 acres as R-1/ Low Density Residential
PROPOSED LAND USE + ZONING:	1. Amend Future Land Use Map for approximately 467 sq. feet from Conservation (CON) to Low Density Residential (LDR)
EXISTING USES ON SITE:	Single Family Home Constructed in 1953
PROPERTY SIZE:	3.34 Acres of Land

DATA AND ANALYSIS

ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	X and AE	None Noted	21 ft to 14 ft	Fine Sand	Not in CUPZ Not in CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	Date Street ROW and Single-Family Home Sites	1963	R-1	Low Density Residential
	South	Single- Family Home	1995	R-1	Low Density Residential and Conservation
	East	Single-Family Home	1997	R-1	Low Density Residential
	West	FB Middle School	1991	PI-1	Public & Institutional



**STAFF REPORT
420 CITRONA DRIVE**

APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.02 (adequate public services); 1.02.03 (compact development patterns and availability of public facilities and services); 1.02.04 (FLUM amendments); 1.02.06 (criteria for allocating density); 1.02.07 (private property rights); 1.02.09 (smooth land use transition and buffering); 1.05.02 (nonconforming structures); 1.05.04 (existing platted lots of record); 1.06.06 (maintain and enhance existing conventional single-family neighborhoods); 1.07.04 (low density residential land use category); 1.07.15 (conservation land use category); 3.01.05 (provision of land use for housing); 3.03.06 (minimize barriers to development of vacant lots); 4.05.11 (water quality/ stormwater); 4.05.12 (stormwater impacts); Objective 4.06 (fire rescue); Objective 4.07 (law enforcement); Objective 5.08 (Wetlands Protection and Preservation) and all policy statements which follow; Objective 5.10 (Wildlife Planning) and specific policies 5.10.01, 5.10.02, 5.10.05 5.14.09 (development standards for environmentally sensitive and conservation lands); Objective 5.11 (Tree Preservation and Urban Forestry) specifically policy 5.11.09; 5.14.09 (LDC Standards for development of environmentally sensitive and conservation lands); 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Objective 11.08 (Non-designated Historic structures and neighborhoods) Reference: www.fbfl.us/Compplan
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 2.01.03 (R-1 zoning district); 2.01.20 (CON zoning district); 2.03.02 (Table of Land Uses); 2.03.03 (Table of Accessory Uses); 3.02.06 (Land Uses within Areas of Special Flood Hazard); 3.03.00 (Wetland Protection); 3.05.00 (Drainage and Stormwater Management); 4.01.01 (Density and Housing Types); 4.02.01 (Standards for Lot Design); 4.02.03 (Standards for Building and Building Placement); 4.05.00 (Landscaping, Buffers, and Tree Protection); 5.01.00 (Accessory Uses and Structures); 7.03.00 (Stormwater Management); 7.04.00 (Concurrency Requirements); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board)



**STAFF REPORT
420 CITRONA DRIVE**

Reference: www.fbfl.us/LDC

	Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval. Analysis to support the recommendation is found through the available data provided by the Nassau County Property Appraiser Mapping resources. Specifically, the topography, potential wetlands, soils, and flood zone files. The requested action results in the reduction of approximately 467 square feet of Conservation (CON) Future Land Use Category on the FLUM and in increase in the amount of Low Density Residential (LDR) Future Land Use Category on the FLUM by approximately 467 square feet. The action allows for the entire property to contain the same Future Land Use Map category of LDR and maintains the current R-1 zoning district.
STAFF RECOMMENDATION:	Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval.
PAB RECOMMENDATION:	<i>Pending 10/9/19 public hearing</i>



**STAFF REPORT
420 CITRONA DRIVE**

MAP EXHIBITS & PROPERTY IMAGES:

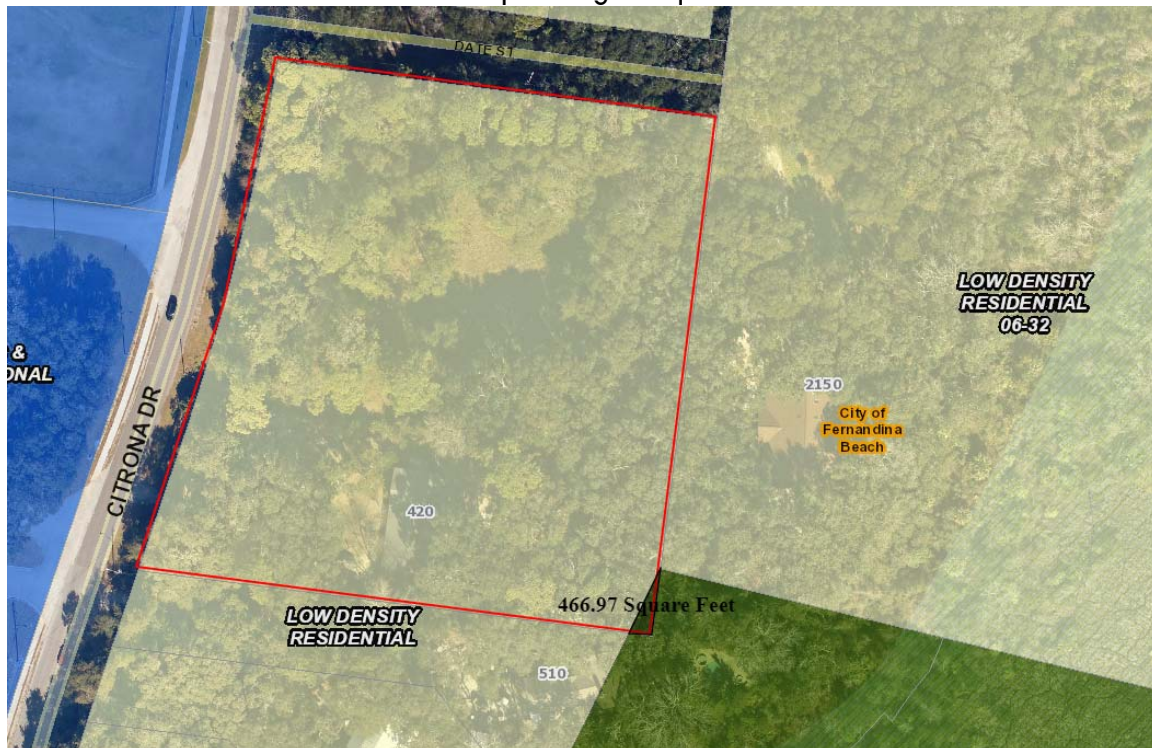
420 Citrona Drive Photo + 2019 Aerial





STAFF REPORT 420 CITRONA DRIVE

420 Citrona Drive Future Land Use Map Change Request:



420 Citrona Drive Approximate Location of Wetlands: None Depicted





STAFF REPORT 420 CITRONA DRIVE

420 Citrona Drive Flood Zone:



420 Citrona Drive Soils Map:





STAFF REPORT
420 CITRONA DRIVE

420 Citrona Drive Topography:





**STAFF REPORT
510 CITRONA DRIVE**

**510 CITRONA DRIVE
FLUM AND ZONING MAP CHANGES**

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	00-00-31-1616-0001-0000 KALISTA JAMES D JR & MOFFITT LAURA JEAN (H&W)
APPLICANT/AGENT:	City of Fernandina Beach
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)
LOCATION AND DESCRIPTION OF SITE:	510 CITRONA DR Single Family Home (Homesteaded) Built in 1995
CURRENT LAND USE + ZONING:	Split Future Land Use Map Category of Low Density Residential (LDR) = approximately 28,492.52 sq. ft. and Conservation (CON)= approximately 49,831.75 sq. ft Zoning Map Designation reflects the total parcel acreage of 1.77 acres as R-1 / Low Density Residential
PROPOSED LAND USE + ZONING:	1. Amend Future Land Use Map for 25,885.51 square feet from Conservation (CON) to Low Density Residential (LDR) 2. Amend Zoning Map for 23,503.63 square feet from R-1 to CON
EXISTING USES ON SITE:	Single Family Home with Ancillary Uses
PROPERTY SIZE:	1.77 Acres of Land

DATA & ANALYSIS

ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	X and AE	Approx. 21,881.06 sq. feet	21 ft to 0 ft	Fine Sand and Clay	Not in CUPZ Not in CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	SF Home	1953	R-1	Low Density Residential and Conservation
	South	SF Home	1995	R-1	Low Density Residential and Conservation
	East	Wetlands - FDOT	N/A	CON	Conservation
	West	FB Middle School	1991	PI-1	Public &



**STAFF REPORT
510 CITRONA DRIVE**

					Institutional
APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.02 (adequate public services); 1.02.03 (compact development patterns and availability of public facilities and services); 1.02.04 (FLUM amendments); 1.02.06 (criteria for allocating density); 1.02.07 (private property rights); 1.02.09 (smooth land use transition and buffering); 1.05.02 (nonconforming structures); 1.05.04 (existing platted lots of record); 1.06.06 (maintain and enhance existing conventional single-family neighborhoods); 1.07.04 (low density residential land use category); 1.07.15 (conservation land use category); 3.01.05 (provision of land use for housing); Objective 3.02 (Housing Preservation); 3.03.06 (minimize barriers to development of vacant lots); 4.05.11 (water quality/ stormwater); 4.05.12 (stormwater impacts); Objective 4.06 (fire rescue); Objective 4.07 (law enforcement); Objective 5.08 (Wetlands Protection and Preservation) and all policy statements which follow; Objective 5.10 (Wildlife Planning) and specific policies 5.10.01, 5.10.02, 5.10.05 5.14.09 (development standards for environmentally sensitive and conservation lands); Objective 5.11 (Tree Preservation and Urban Forestry) specifically policy 5.11.09; 5.14.09 (LDC Standards for development of environmentally sensitive and conservation lands); 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Reference: www.fbfl.us/Compplan				
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 2.01.03 (R-1 zoning district); 2.01.20 (CON zoning district); 2.03.02 (Table of Land Uses); 2.03.03 (Table of Accessory Uses); 3.02.06 (Land Uses within Areas of Special Flood Hazard); 3.03.00 (Wetland Protection); 3.05.00 (Drainage and Stormwater Management); 4.01.01 (Density and Housing Types); 4.02.01 (Standards for Lot Design); 4.02.03 (Standards for Building and Building Placement); 4.05.00 (Landscaping, Buffers, and Tree Protection); 5.01.00 (Accessory Uses and Structures); 7.03.00 (Stormwater Management); 7.04.00 (Concurrency Requirements);				



STAFF REPORT
510 CITRONA DRIVE

	11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board) Reference: www.fbfl.us/LDC
STAFF RECOMMENDATION:	Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval. Analysis to support the recommendation is found through the available data provided by the Nassau County Property Appraiser Mapping resources. Specifically, the topography, potential wetlands, soils, and flood zone files. The requested action results in the reduction of approximately 25,885.51 square feet from Conservation (CON) to Low Density Residential (LDR) on the FLUM. The requested action changes Zoning Map for 23,503.63 square feet from R-1 to CON where the property contains potential wetlands.
PAB RECOMMENDATION:	Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval. <i>Pending 10/9/19 public hearing</i>



**STAFF REPORT
510 CITRONA DRIVE**

MAP EXHIBITS & PROPERTY IMAGES:

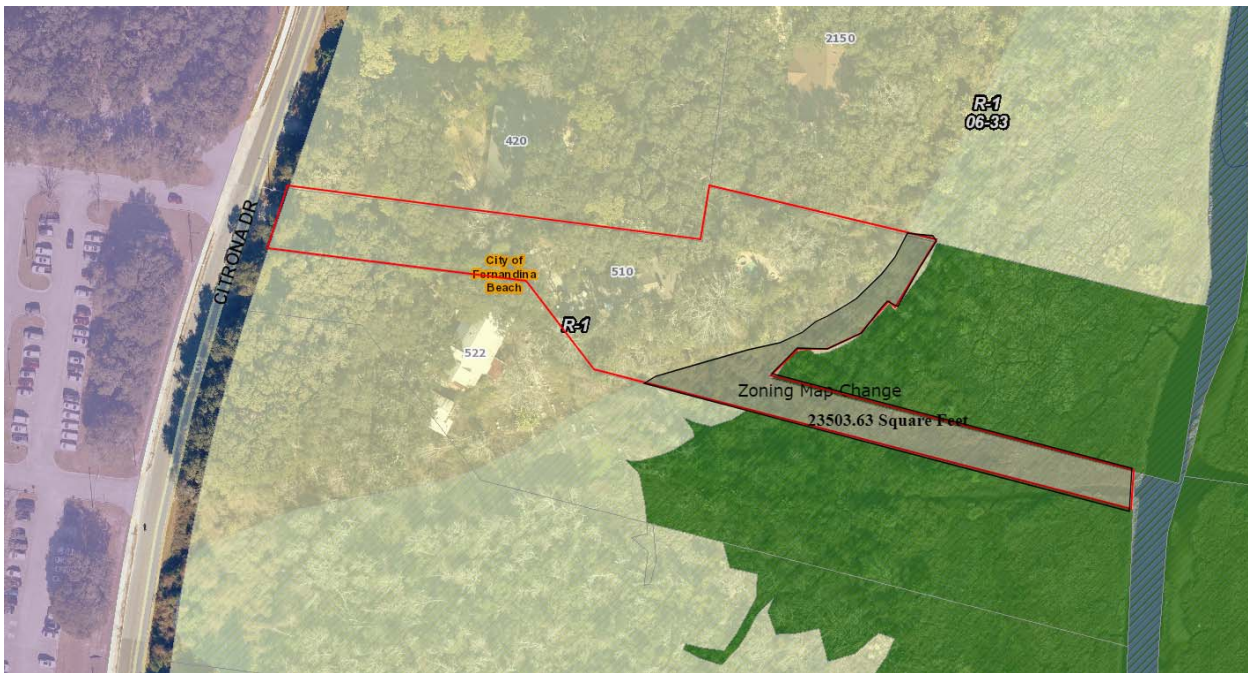
510 Citrona Drive - Photo





STAFF REPORT
510 CITRONA DRIVE

510 Citrona Drive Zoning Change Request: Amend Zoning Map for 23,503.63 square feet from R-1 to CON



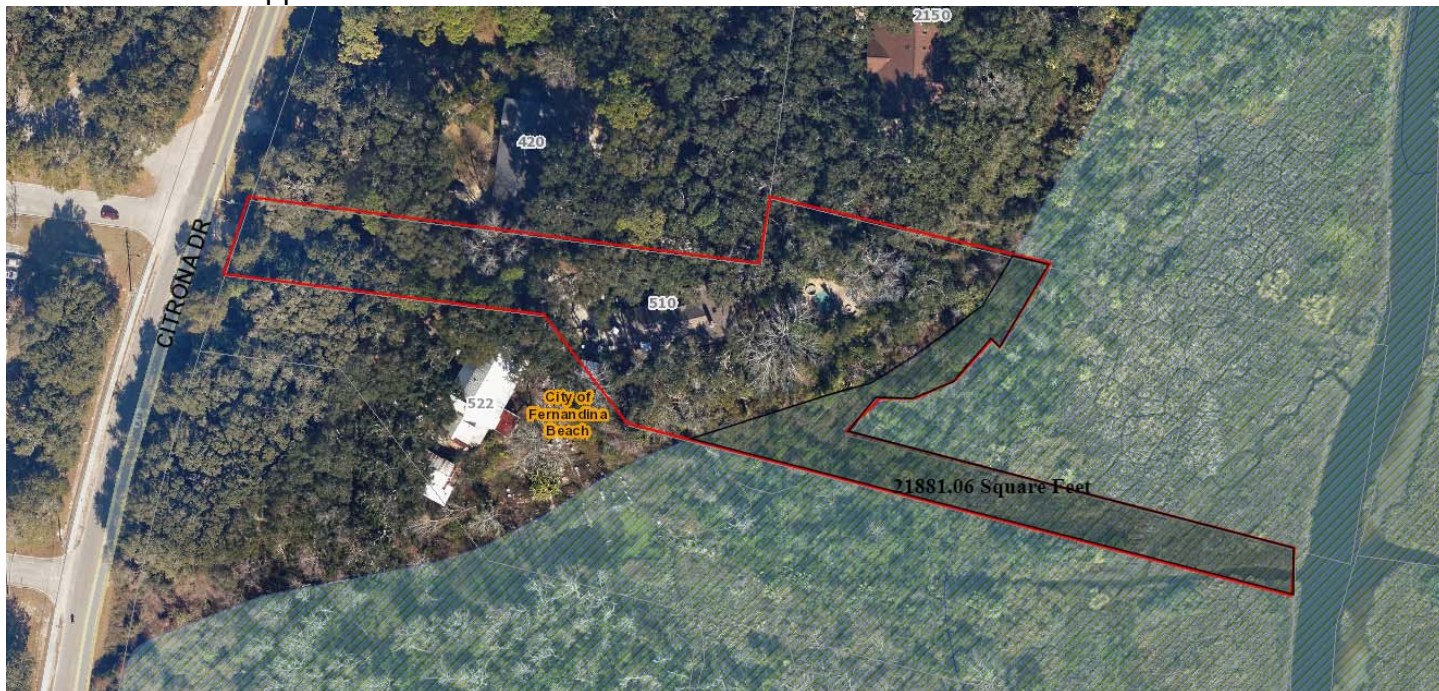
510 Citrona Drive Future Land Use Map Change Request: Amend Future Land Use Map for 25,885.51 square feet from Conservation (CON) to Low Density Residential (LDR)





STAFF REPORT 510 CITRONA DRIVE

510 Citrona Drive Approximate Location of Wetlands:



510 Citrona Drive Flood Zone:





STAFF REPORT
510 CITRONA DRIVE

510 Citrona Drive Soils Map:



510 Citrona Drive Topography:





522 CITRONA DRIVE
FLUM AND ZONING MAP CHANGES

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	00-00-31-1616-0002-0000 AUSTIN DAVID BERT				
APPLICANT/AGENT:	City of Fernandina Beach				
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)				
LOCATION AND DESCRIPTION OF SITE:	522 CITRONA DR Single Family Home (Homesteaded) Built in 1995 with Nassau County Property Appraiser listing as Multi-family (tri/quad)				
CURRENT LAND USE + ZONING:	Split Future Land Use Map Category of Low Density Residential (LDR) = approximately 38,835.39 sq. ft. and Conservation (CON)= approximately 10,522.18 sq. ft Zoning Map Designation reflects the total parcel acreage of 1.13 acres as R-1 / Low Density Residential				
PROPOSED LAND USE + ZONING:	1. Amend Future Land Use Map for 4,712.85 square feet from Low Density Residential (LDR) to Conservation (CON) 2. Amend Zoning Map for 13,758.78 square feet from R-1 to CON				
EXISTING USES ON SITE:	DATA & ANALYSIS Single Family Home (listed as Tri/Quad on NCPA site) with Ancillary Uses				
PROPERTY SIZE:	1.13 Acres of Land				
ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	X and AE	Approx. 14,580.62 sq. ft.	20 ft to 1 ft	Fine Sand	Not in CUPZ Not in CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	SF Home	1995	R-1	Low Density Residential and Conservation
	South	Vacant	N/A	R-1	Low Density Residential and Conservation
	East	Wetlands - FDOT	N/A	CON	Conservation
	West	FB Middle School	1991	PI-1	Public & Institutional



**STAFF REPORT
522 CITRONA DRIVE**

APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.02 (adequate public services); 1.02.03 (compact development patterns and availability of public facilities and services); 1.02.04 (FLUM amendments); 1.02.06 (criteria for allocating density); 1.02.07 (private property rights); 1.02.09 (smooth land use transition and buffering); 1.05.02 (nonconforming structures); 1.05.04 (existing platted lots of record); 1.06.06 (maintain and enhance existing conventional single-family neighborhoods); 1.07.04 (low density residential land use category); 1.07.15 (conservation land use category); 3.01.05 (provision of land use for housing); Objective 3.02 (Housing Preservation); 3.03.06 (minimize barriers to development of vacant lots); 4.05.11 (water quality/ stormwater); 4.05.12 (stormwater impacts); Objective 4.06 (fire rescue); Objective 4.07 (law enforcement); Objective 5.08 (Wetlands Protection and Preservation) and all policy statements which follow; Objective 5.10 (Wildlife Planning) and specific policies 5.10.01, 5.10.02, 5.10.05 5.14.09 (development standards for environmentally sensitive and conservation lands); Objective 5.11 (Tree Preservation and Urban Forestry) specifically policy 5.11.09; 5.14.09 (LDC Standards for development of environmentally sensitive and conservation lands); 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Reference: www.fbfl.us/Compplan
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 2.01.03 (R-1 zoning district); 2.01.20 (CON zoning district); 2.03.02 (Table of Land Uses); 2.03.03 (Table of Accessory Uses); 3.02.06 (Land Uses within Areas of Special Flood Hazard); 3.03.00 (Wetland Protection); 3.05.00 (Drainage and Stormwater Management); 4.01.01 (Density and Housing Types); 4.02.01 (Standards for Lot Design); 4.02.03 (Standards for Building and Building Placement); 4.05.00 (Landscaping, Buffers, and Tree Protection); 5.01.00 (Accessory Uses and Structures); 7.03.00 (Stormwater Management); 7.04.00 (Concurrency Requirements); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board)



STAFF REPORT
522 CITRONA DRIVE

Reference: www.fbfl.us/LDC

**STAFF
RECOMMENDATION:**
**PAB
RECOMMENDATION:**

Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval. Analysis to support the recommendation is found through the available data provided by the Nassau County Property Appraiser Mapping resources. Specifically, the topography, potential wetlands, soils, and flood zone files.

The requested action results in the addition of approximately 4,712.85 square feet of Conservation (CON) Future Land Use Category on the FLUM and in increase in the amount of Conservation (CON) zoning district by approximately 13,758.78 square feet.

Pending 10/9/19 public hearing



STAFF REPORT
522 CITRONA DRIVE

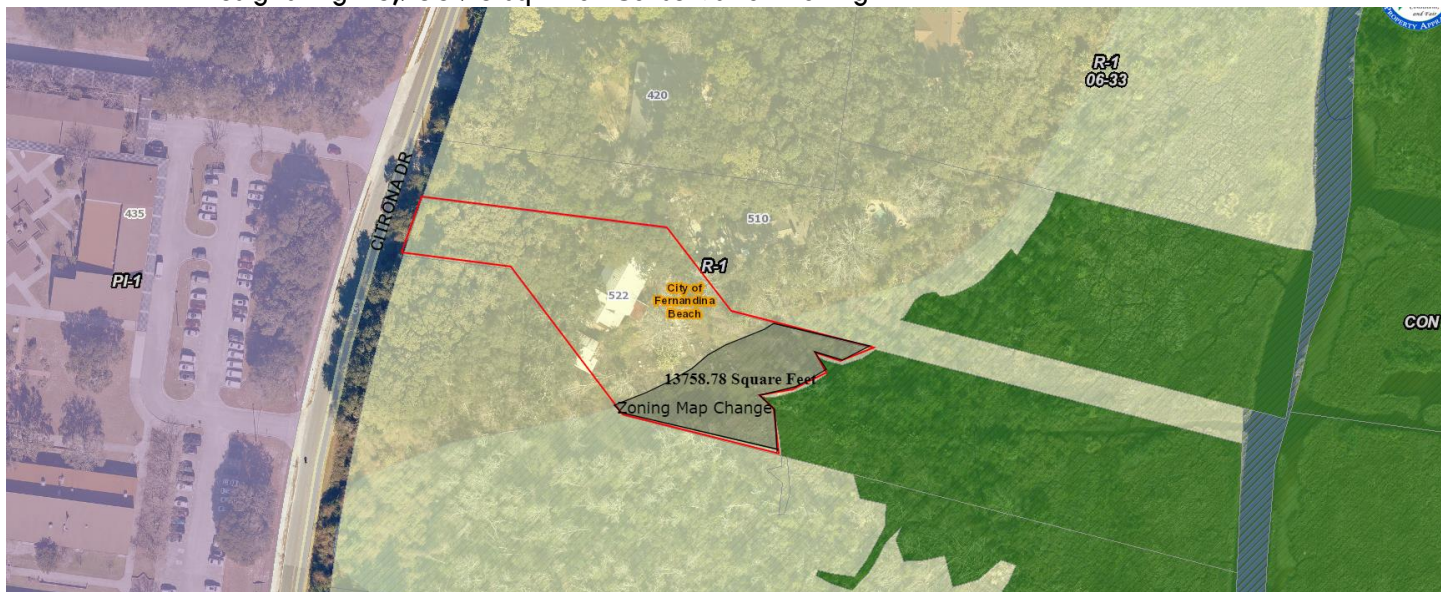
522 Citrona Drive Photo + 2019 Aerial



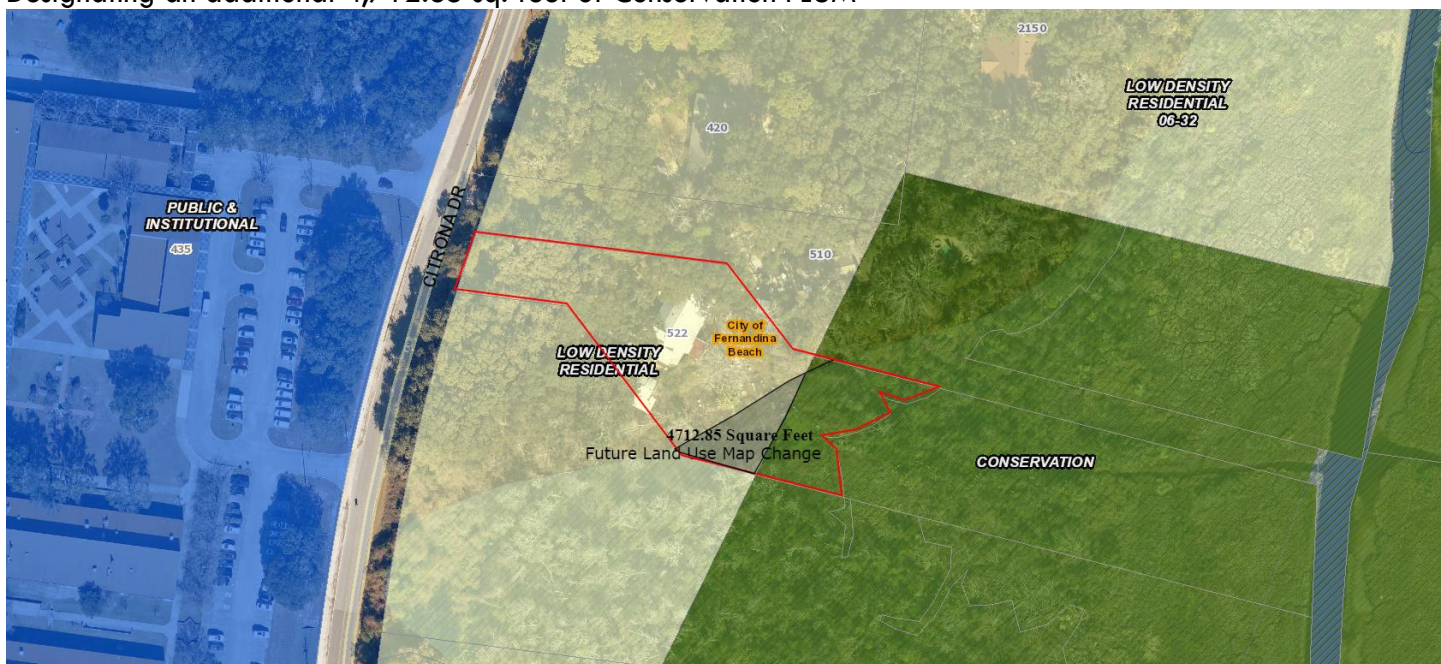


STAFF REPORT 522 CITRONA DRIVE

522 Citrona Drive Zoning Change Request:
Designating 13,758.78 sq. ft of Conservation Zoning



522 Citrona Drive Future Land Use Map Change Request:
Designating an additional 4,712.85 sq. feet of Conservation FLUM





STAFF REPORT 522 CITRONA DRIVE

522 Citrona Drive Approximate Location of Wetlands:



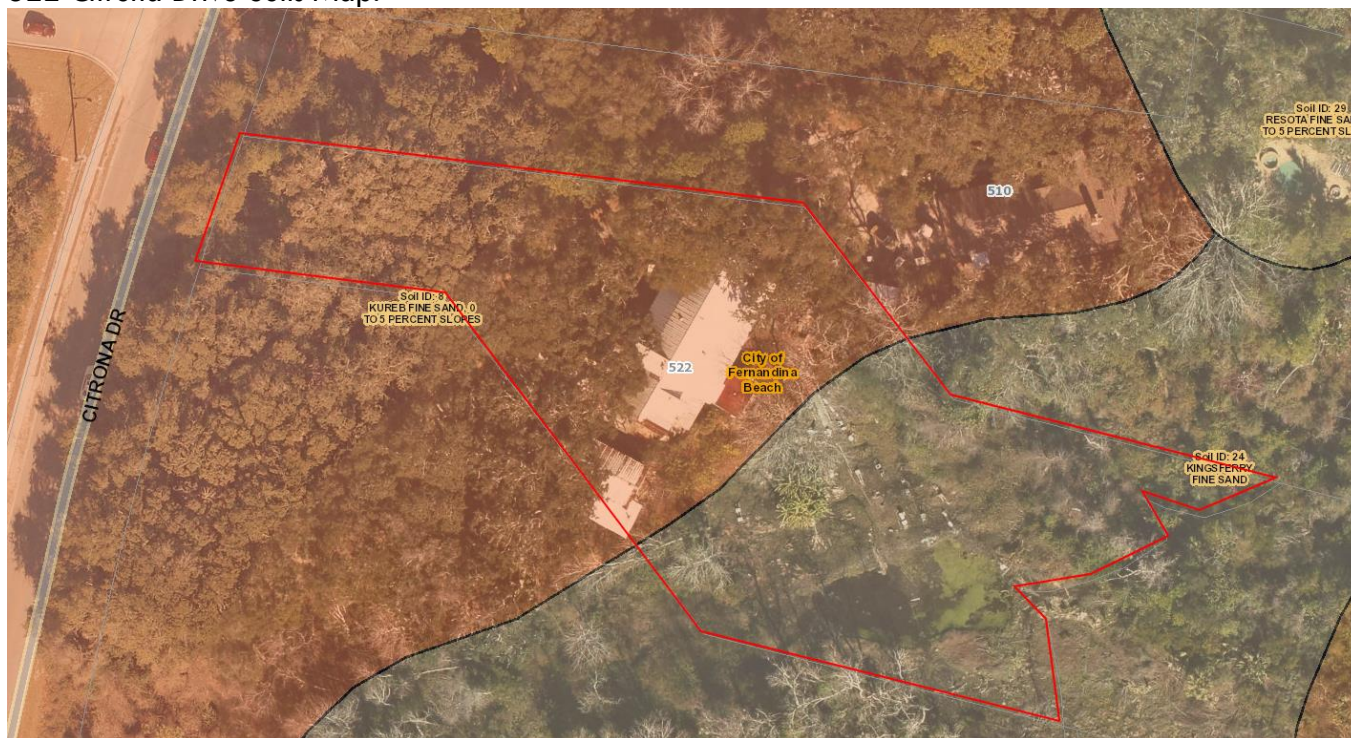
522 Citrona Drive Flood Zone:





STAFF REPORT 522 CITRONA DRIVE

522 Citrona Drive Soils Map:



522 Citrona Drive Topography:





526 CITRONA DRIVE
FLUM AND ZONING MAP CHANGES

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	00-00-31-1616-0003-0000 DODD JOHN H & MARGARITA				
APPLICANT/AGENT:	City of Fernandina Beach				
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)				
LOCATION AND DESCRIPTION OF SITE:	526 CITRONA DR Vacant				
CURRENT LAND USE + ZONING:	Split Future Land Use Map Category of Low Density Residential (LDR) = approximately 86,730 sq. ft. and Conservation (CON)= approximately 56,260 sq. ft Zoning Map Designation reflects the total parcel acreage of 3.33 acres as R-1 / Low Density Residential				
PROPOSED LAND USE + ZONING:	1. Amend Future Land Use Map for approximately 52,194.44 sq. feet (1.19 Acres) from Low Density Residential (LDR) to Conservation (CON) 2. Amend Zoning Map for approximately 107,251square feet (2.46 acres) from R-1 to CON				
EXISTING USES ON SITE:	Vacant/ Undisturbed Land				
PROPERTY SIZE:	3.33 Acres of Land				
	DATA & ANALYSIS				
ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	X and AE	Approx. 2.46 acres	18 ft to 0 ft	Fine Sand	Not in CUPZ Not in CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	SF Home	1995	R-1	Low Density Residential and Conservation
	South	Vacant	N/A	R-1/ CON	Low Density Residential and Conservation
	East	Wetlands - FDOT FB Middle School	N/A 1991	CON PI-1	Conservation Public &



**STAFF REPORT
526 CITRONA DRIVE**

	West			Institutional
APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.02 (adequate public services); 1.02.03 (compact development patterns and availability of public facilities and services); 1.02.04 (FLUM amendments); 1.02.06 (criteria for allocating density); 1.02.07 (private property rights); 1.02.09 (smooth land use transition and buffering); 1.05.02 (nonconforming structures); 1.05.04 (existing platted lots of record); 1.06.06 (maintain and enhance existing conventional single-family neighborhoods); 1.07.04 (low density residential land use category); 1.07.15 (conservation land use category); 3.01.05 (provision of land use for housing); 3.03.06 (minimize barriers to development of vacant lots); 4.05.11 (water quality/ stormwater); 4.05.12 (stormwater impacts); Objective 4.06 (fire rescue); Objective 4.07 (law enforcement); Objective 5.08 (Wetlands Protection and Preservation) and all policy statements which follow; Objective 5.10 (Wildlife Planning) and specific policies 5.10.01, 5.10.02, 5.10.05 5.14.09 (development standards for environmentally sensitive and conservation lands); Objective 5.11 (Tree Preservation and Urban Forestry) specifically policy 5.11.09; 5.14.09 (LDC Standards for development of environmentally sensitive and conservation lands); 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Reference: www.fbfl.us/Compplan			
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 2.01.03 (R-1 zoning district); 2.01.20 (CON zoning district); 2.03.02 (Table of Land Uses); 2.03.03 (Table of Accessory Uses); 3.02.06 (Land Uses within Areas of Special Flood Hazard); 3.03.00 (Wetland Protection); 3.05.00 (Drainage and Stormwater Management); 4.01.01 (Density and Housing Types); 4.02.01 (Standards for Lot Design); 4.02.03 (Standards for Building and Building Placement); 4.05.00 (Landscaping, Buffers, and Tree Protection); 5.01.00 (Accessory Uses and Structures); 7.03.00 (Stormwater Management); 7.04.00 (Concurrency Requirements); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board)			



**STAFF REPORT
526 CITRONA DRIVE**

Reference: www.fbfl.us/LDC

**STAFF
RECOMMENDATION:**

Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval. Analysis to support the recommendation is found through the available data provided by the Nassau County Property Appraiser Mapping resources. Specifically, the topography, potential wetlands, soils, and flood zone files.

The requested action results in the addition of approximately 52,194.44 square feet of Conservation (CON) Future Land Use Category on the FLUM and in increase in the amount of Conservation (CON) zoning for approximately 107,251 square feet of land.

**PAB
RECOMMENDATION:**

Pending 10/9/19 public hearing



STAFF REPORT
526 CITRONA DRIVE

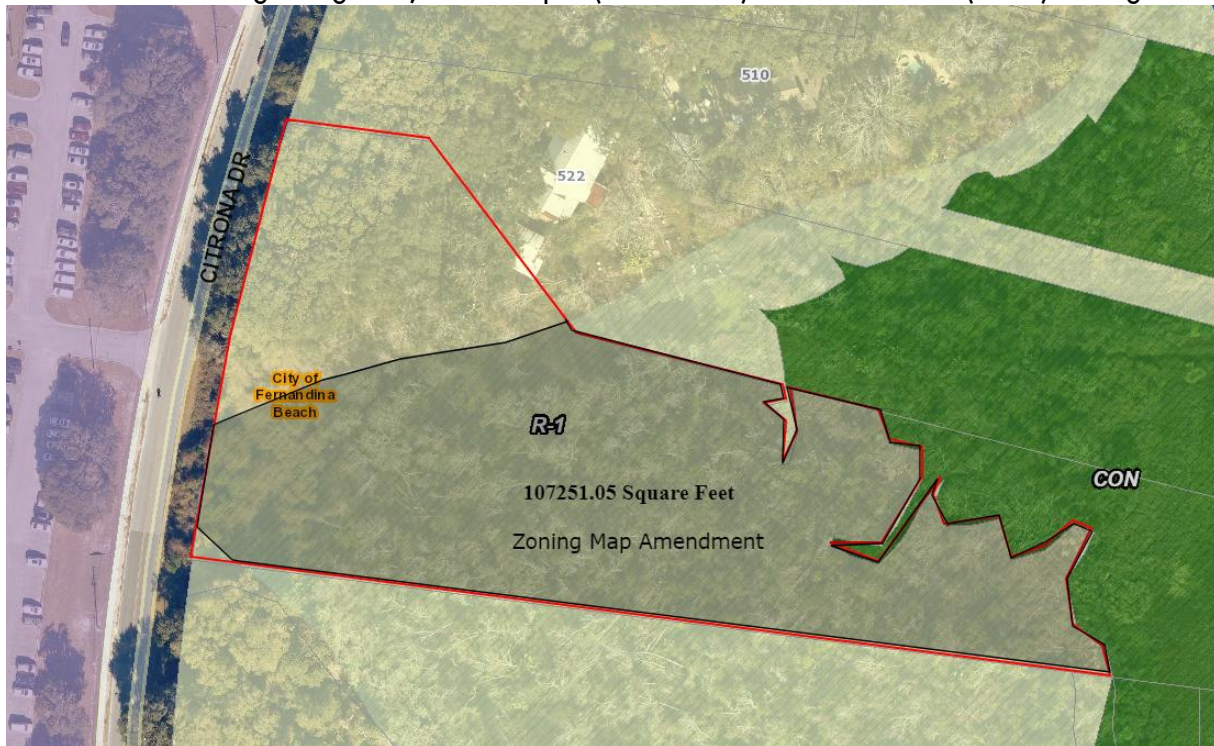
526 Citrona Drive Photo + 2019 Aerial
Google Street View





STAFF REPORT 526 CITRONA DRIVE

526 Citrona Drive Zoning Change Request:
Designating 107,251.05 sq. ft (2.46 Acres) of Conservation (CON) Zoning



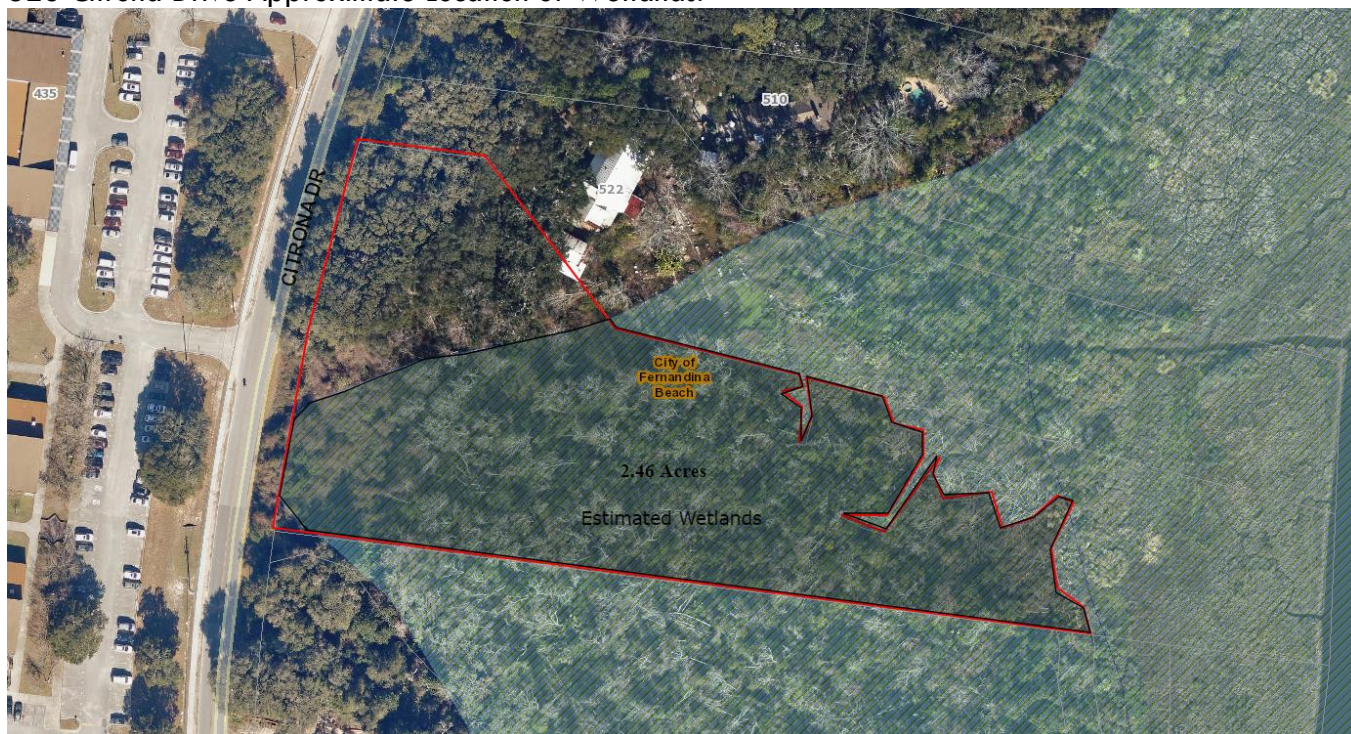
526 Citrona Drive Future Land Use Map Change Request:
Designating an additional 52,194.44 sq. feet (1.19 Acres) of Conservation FLUM



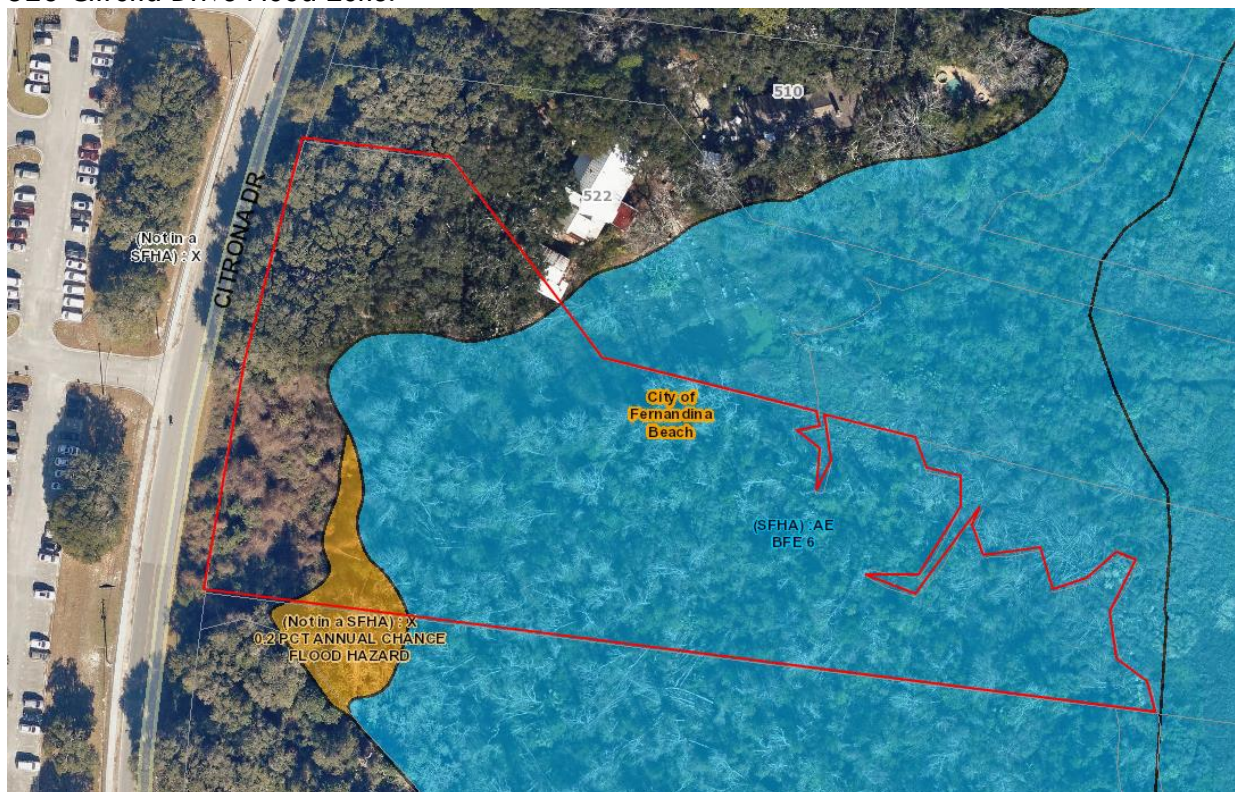


STAFF REPORT 526 CITRONA DRIVE

526 Citrona Drive Approximate Location of Wetlands:



526 Citrona Drive Flood Zone:



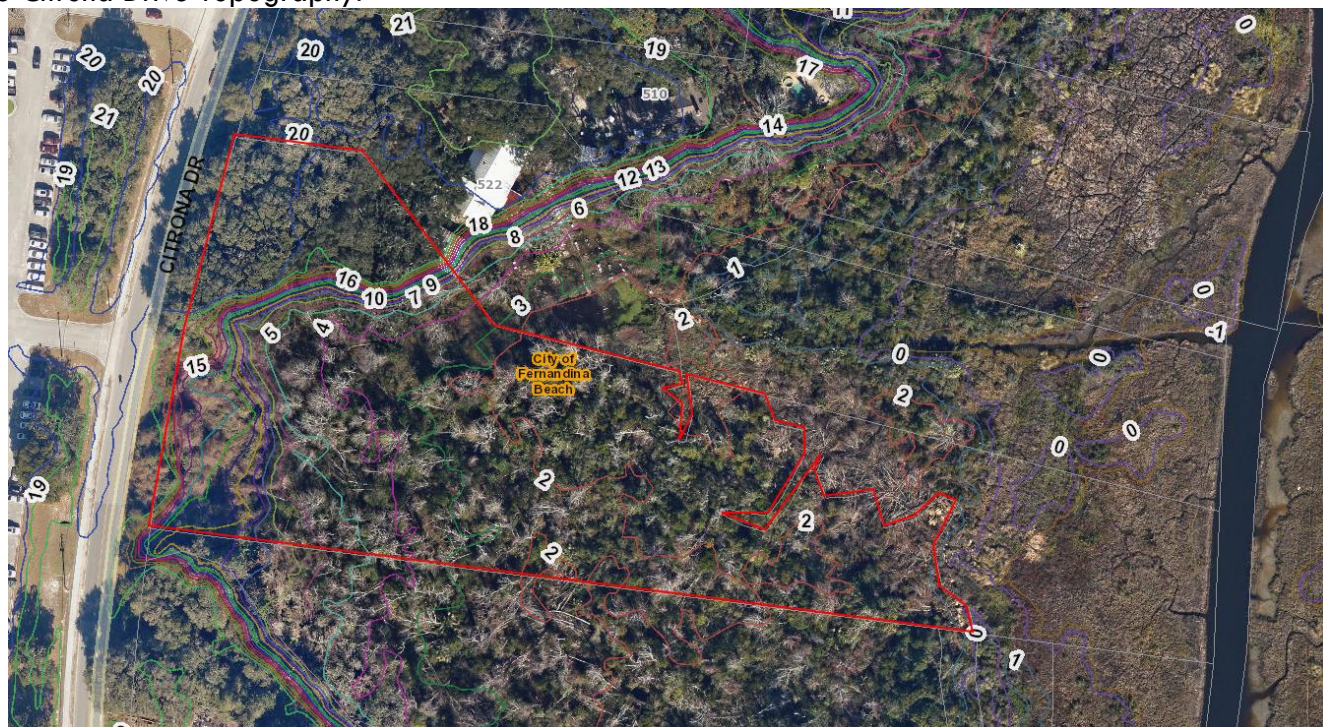


STAFF REPORT 526 CITRONA DRIVE

526 Citrona Drive Soils Map:



526 Citrona Drive Topography:





**STAFF REPORT
CITRONA DRIVE - CITY**

**CITRONA DRIVE- CITY
FLUM AND ZONING MAP CHANGES**

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	00-00-31-1180-0017-0060 CITY OF FERNANDINA BEACH
APPLICANT/AGENT:	City of Fernandina Beach
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)
LOCATION AND DESCRIPTION OF SITE:	CITRONA DR VACANT/ UNDISTURBED
CURRENT LAND USE + ZONING:	Split Future Land Use Map Category of Low Density Residential (LDR) = approximately 21,000 sq. ft. and Conservation (CON)= approximately 3.17 acres Zoning Map Designation reflects approximately 3.65 acres (158,994 sq. ft.) as R-1/ Low Density Residential
PROPOSED LAND USE + ZONING:	1. Amend Future Land Use Map for approximately 21,000 sq. feet from Low Density Residential (LDR) to Conservation (CON) 2. Amend Zoning Map for approximately 3.65 acres of land from R-1 to CON
EXISTING USES ON SITE:	VACANT
PROPERTY SIZE:	3.65 Acres of Land

DATA AND ANALYSIS

ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	X and AE	None Noted	11 ft to -1 ft	Fine Sand/ Clay	Not in CUPZ Not in CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	Vacant	N/A	R-/CON	Low Density Residential
	South	Vacant	N/A	R-1	Low Density Residential and Conservation
	East	Vacant	N/A	R-1	Conservation
	West	FB Middle School	1991	PI-1	Public & Institutional



**STAFF REPORT
CITRONA DRIVE - CITY**

APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.04 (FLUM amendments); 1.02.09 (smooth land use transition and buffering); 1.07.15 (conservation land use category); Objective 5.08 (Wetlands Protection and Preservation) and all policy statements which follow; Objective 5.10 (Wildlife Planning) and specific policies 5.10.01, 5.10.02, 5.10.05 5.14.09 (development standards for environmentally sensitive and conservation lands); Objective 5.11 (Tree Preservation and Urban Forestry) specifically policy 5.11.09; 5.14.09 (LDC Standards for development of environmentally sensitive and conservation lands); 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Reference: www.fbfl.us/Compplan
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 2.01.20 (CON zoning district); 3.02.06 (Land Uses within Areas of Special Flood Hazard); 3.03.00 (Wetland Protection); 4.05.00 (Landscaping, Buffers, and Tree Protection); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board) Reference: www.fbfl.us/LDC
STAFF RECOMMENDATION:	The requested action results in the reduction of approximately 21,000 square feet of Conservation (CON) Future Land Use Category on the FLUM and in increase in the amount of Conservation (CON) zoning district by 158,994 square feet. Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval. Analysis to support the recommendation is found through the available data provided by the Nassau County Property Appraiser Mapping resources. Specifically, the topography, potential wetlands, soils, and flood zone files.
PAB RECOMMENDATION:	<i>Pending 10/9/19 public hearing</i>



**STAFF REPORT
CITRONA DRIVE - CITY**

MAP EXHIBITS & PROPERTY IMAGES:

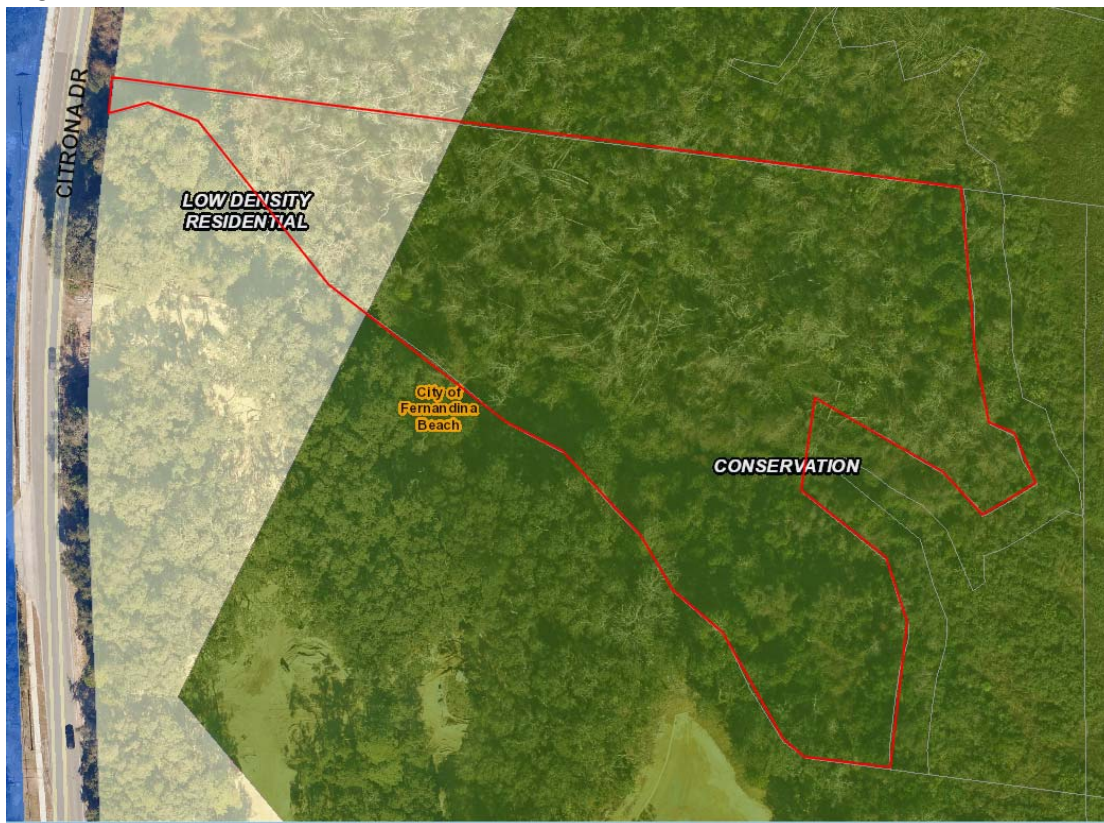
Citrona Drive 2019 Aerial





**STAFF REPORT
CITRONA DRIVE - CITY**

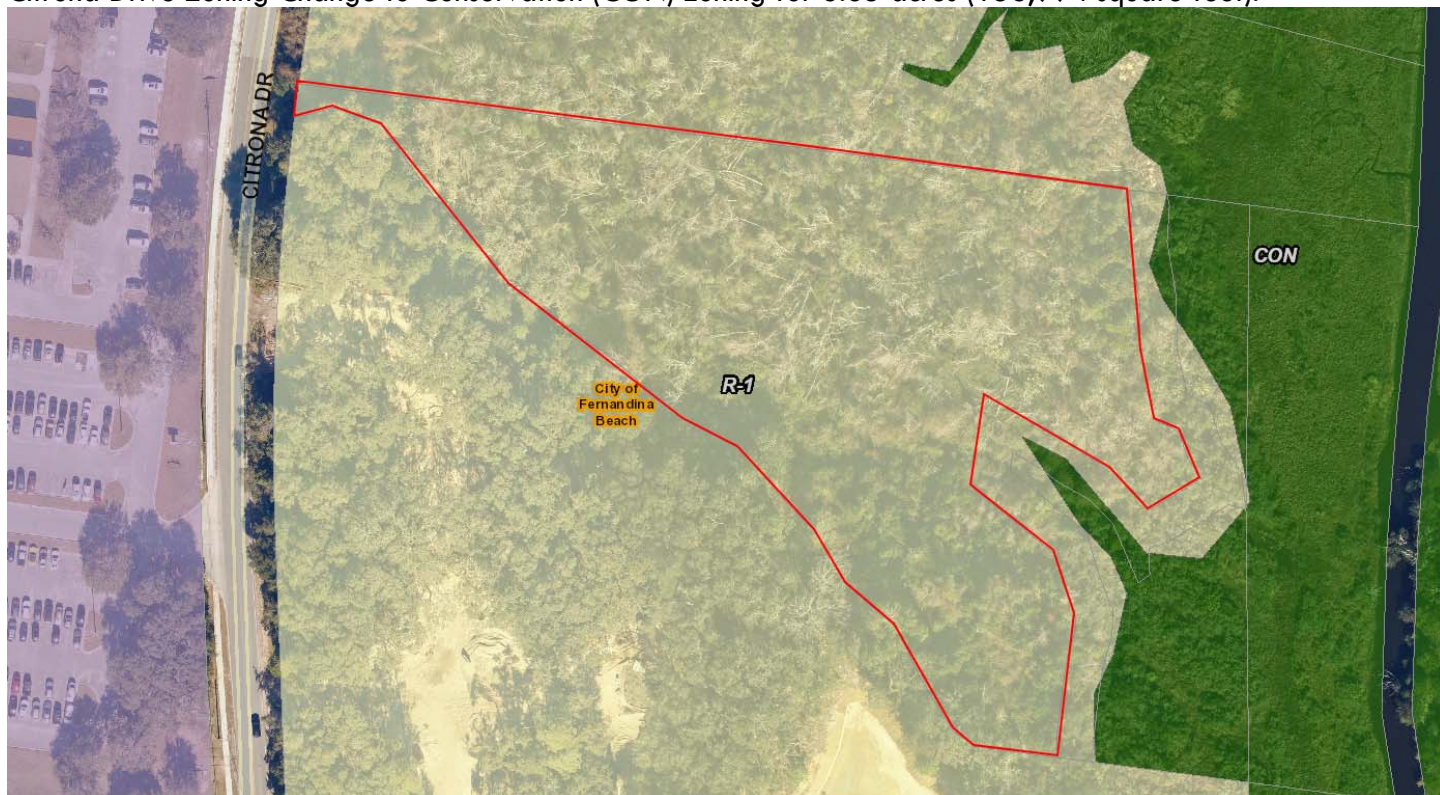
Citrona Drive Future Land Use Map Change Request for approximately 21,000sq ft to Conservation (CON) FLUM :





**STAFF REPORT
CITRONA DRIVE - CITY**

Citrona Drive Zoning Change to Conservation (CON) zoning for 3.65 acres (158,994 square feet):





**STAFF REPORT
CITRONA DRIVE - CITY**

Citrona Drive Approximate Location of Wetlands:



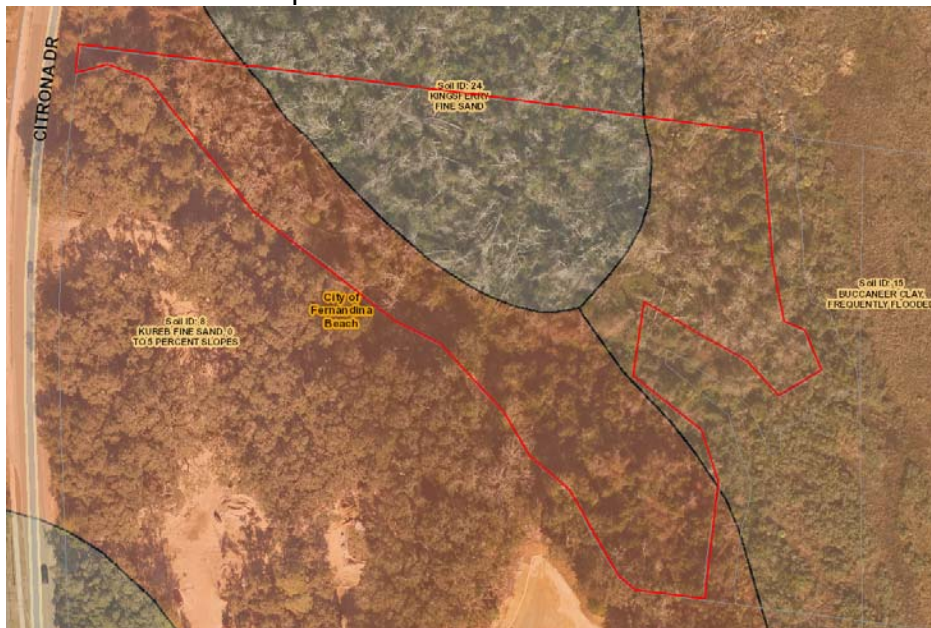


STAFF REPORT CITRONA DRIVE - CITY

Citrona Drive Flood Zone:



Citrona Drive Soils Map:





STAFF REPORT CITRONA DRIVE - CITY

Citrona Drive Topography:





**STAFF REPORT
CITRONA DRIVE – CITY/ FDOT/ SHELL COVE
ZONING CHANGE TO CONSERVATION**

**CITRONA DRIVE- CITY/FDOT/SHELLCOVE HOA – VACANT LANDS
ZONING MAP CHANGES**

APPLICATION & SURROUNDING AREA INFORMATION:

PARCEL ID # AND PROPERTY OWNER:	CITY OF FERNANDINA BEACH AND FLORIDA DEPARTMENT OF TRANSPORTATION AND SHELL COVE HOA AND SEALS AND ASSOCIATES (POST OAK APTS) 00-00-31-1180-0017-0050 00-00-31-1180-0017-0060 00-00-31-1180-0018-0010 00-00-31-1180-0018-0030 00-00-31-1180-0018-0040 00-00-31-1180-0022-0010 27-3N-28-1192-000C-0000 27-3N-28-1192-000D-0000 00-00-31-1180-0018-0040				
APPLICANT/AGENT:	City of Fernandina Beach				
REQUESTED ACTION:	Future Land Use Map Amendment and Zoning Map Change (In accordance with action directed under Ord. 2019-05)				
LOCATION AND DESCRIPTION OF SITE:	CITRONA DR VACANT/ UNDISTURBED				
CURRENT LAND USE + ZONING:	Conservation (CON) Zoning Map: R-1				
PROPOSED LAND USE + ZONING:	Amend Zoning Map from R-1 to CON				
EXISTING USES ON SITE:	VACANT				
PROPERTY SIZE:					
ENVIRONMENTAL CHARACTERISTICS:	<u>Flood zone</u>	<u>Potential Wetlands</u>	<u>Topography Range</u>	<u>Soil Type</u>	<u>Coastal Upland Protection Zone or Coastal High Hazard Area</u>
	X and AE	None Noted	11 ft to -1 ft	Fine Sand/ Clay	Not in CUPZ Not in CHHA
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	Vacant	N/A	R-/CON	Low Density Residential
	South	Vacant	N/A	R-1	Low Density Residential and Conservation
	East	Vacant	N/A	R-1	Conservation



STAFF REPORT
CITRONA DRIVE – CITY/ FDOT/ SHELL COVE
ZONING CHANGE TO CONSERVATION

	West	FB Middle School	1991	PI-1	Public & Institutional
APPLICABLE COMPREHENSIVE PLAN POLICIES:	1.02.04 (FLUM amendments); 1.02.09 (smooth land use transition and buffering); 1.07.15 (conservation land use category); Objective 5.08 (Wetlands Protection and Preservation) and all policy statements which follow; Objective 5.10 (Wildlife Planning) and specific policies 5.10.01, 5.10.02, 5.10.05 5.14.09 (development standards for environmentally sensitive and conservation lands); Objective 5.11 (Tree Preservation and Urban Forestry) specifically policy 5.11.09; 5.14.09 (LDC Standards for development of environmentally sensitive and conservation lands); 6.02.06 (level of service for parks); 6.02.07 (level of service for neighborhood parks) 10.06.01 (level of service for public schools) Reference: www.fbfl.us/Compplan				
APPLICABLE LAND DEVELOPMENT CODE SECTIONS:	2.00.03 (Establishment of district boundary); 2.01.20 (CON zoning district); 3.02.06 (Land Uses within Areas of Special Flood Hazard); 3.03.00 (Wetland Protection); 4.05.00 (Landscaping, Buffers, and Tree Protection); 11.01.07 (Zoning Map Amendments); and 11.03.03 (Procedures for Action of the Planning Advisory Board) Reference: www.fbfl.us/LDC				
STAFF RECOMMENDATION:	Staff finds the requested amendments to be sufficiently compliant with the comprehensive plan and land development code and recommends approval.				
PAB RECOMMENDATION:	Pending 10/9/19 public hearing				



**STAFF REPORT
CITRONA DRIVE – CITY/ FDOT/ SHELL COVE
ZONING CHANGE TO CONSERVATION**

SUMMARY TABLE FOR EACH PARCEL:

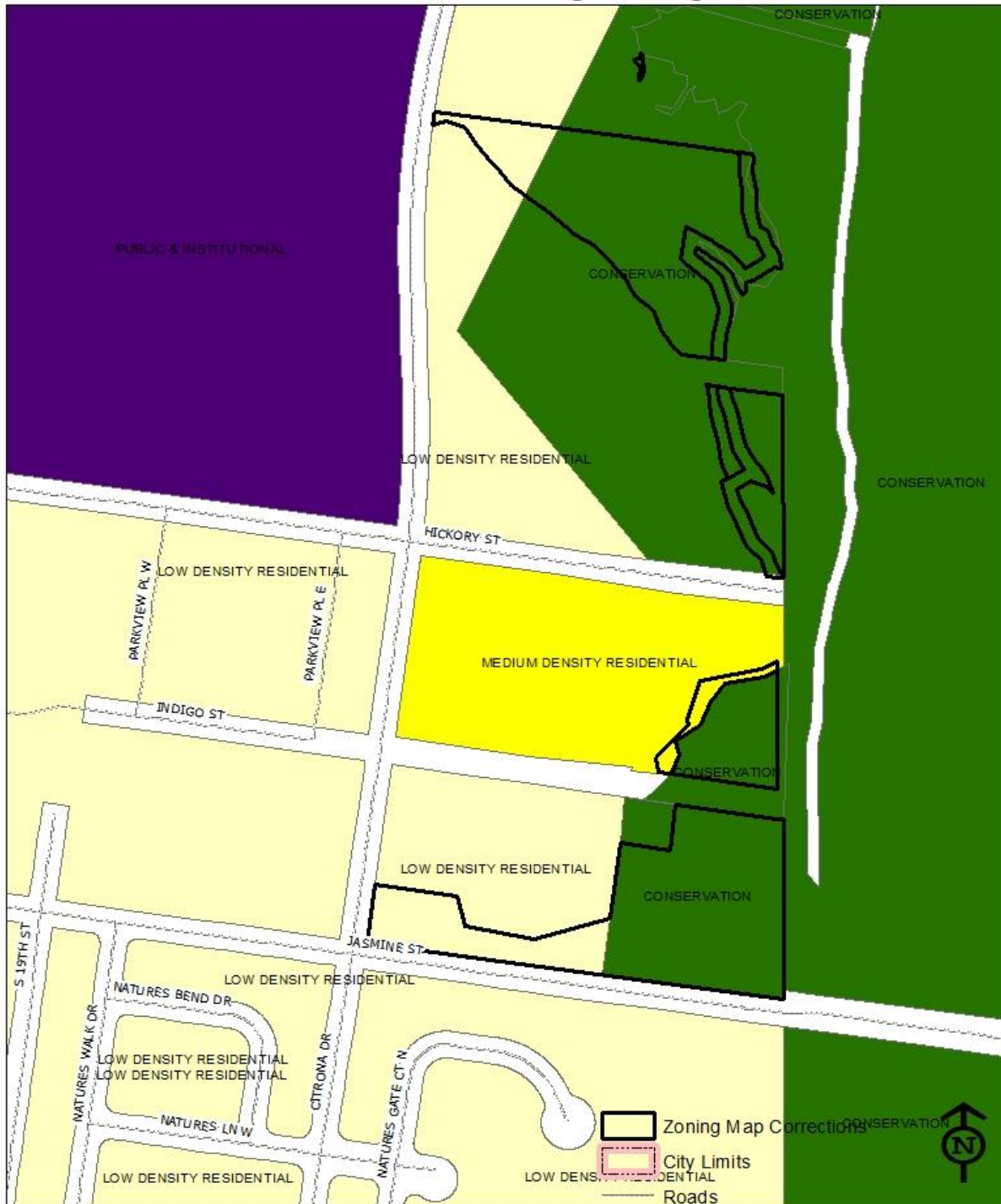
Location/ Parcel	Added Conservation FLUM (sq. ft.)	Reduced Conservation FLUM (sq. ft)	Added CON Zoning (sq. ft)	Reduced CON Zoning (sq. ft)
00-00-31-1180-0017-0060	21,000.00		158,994.00	
00-00-31-1180-0017-0050			24,393.60	
00-00-31-1180-0018-0010			27,878.40	
00-00-31-1180-0018-0030			15,681.60	
00-00-31-1180-0018-0040			6,098.40	
00-00-31-1180-0022-0010				
00-00-31-1180-0022-0010 (Post Oak Apts)	50,094.00		190,357.20	
27-3N-28-1192-000C- 0000 (Shell Cove Common Tract)	9,583.20		9,583.20	
27-3N-28-1192-000D- 0000 (Shell Cove Common Tract)			41,817.60	
00-00-31-1180-0018-0040			6,098.40	
TOTAL SQ. FT.:	80,677.20	-	480,902.40	-
TOTAL ACREAGE:	1.85	-	11.04	-



**STAFF REPORT
CITRONA DRIVE – CITY/ FDOT/ SHELL COVE
ZONING CHANGE TO CONSERVATION**

MAP EXHIBITS & PROPERTY IMAGES:

Overview Map of Zoning and Land Use Changes of vacant properties within the Citrona Drive corridor

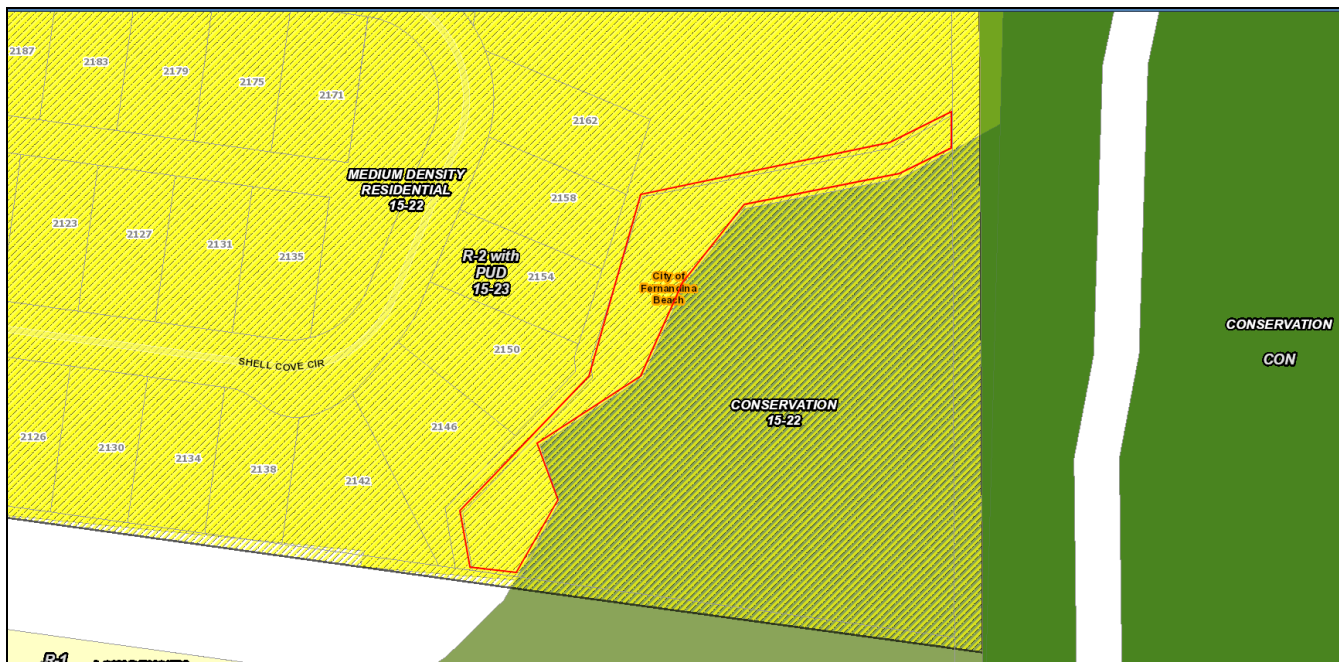




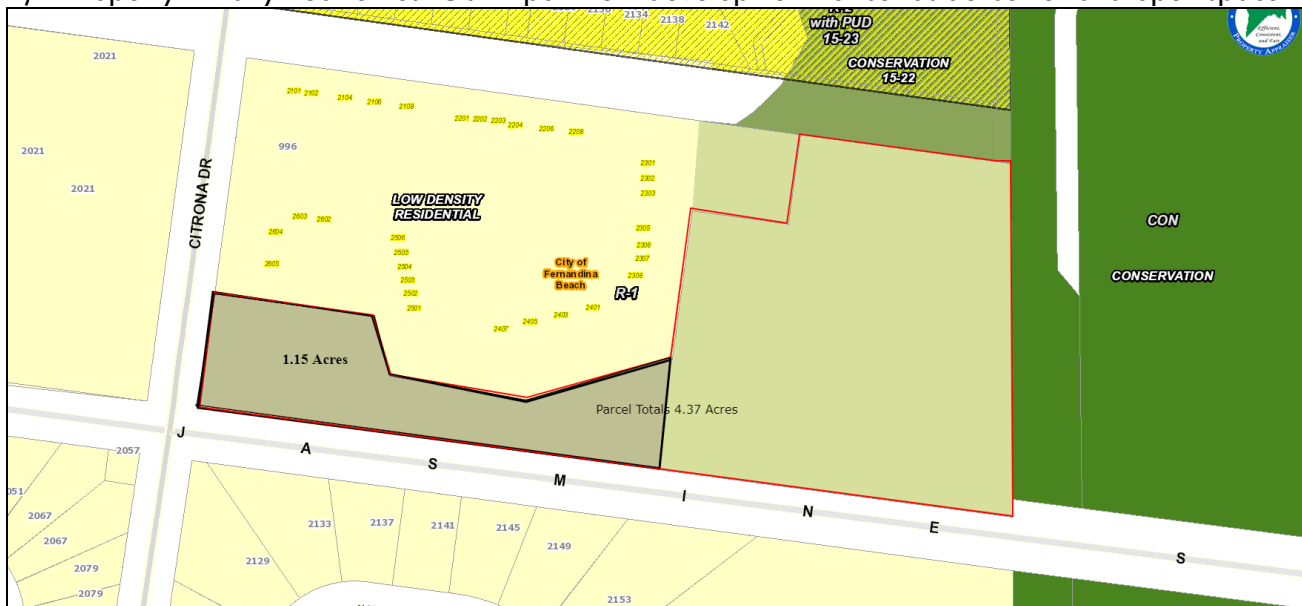
STAFF REPORT CITRONA DRIVE – CITY/ FDOT/ SHELL COVE ZONING CHANGE TO CONSERVATION

Citrona Drive - Future Land Use Map Changes

27-3N-28-1192-000C-0000: 0.22 acres (9,583.20 sq. ft.) from Low Density Residential (LDR) to Conservation (CON) Future Land Use Map and Zoning Map change



00-00-31-1180-0022-0010: 1.15 acres (50,094 sq. ft.) FLUM amendment from Low Density Residential (LDR) to Conservation (CON) and 4.37 acres (190,357.20 sq. ft.) to Conservation Zoning from Low Density Residential (R-1) – Property initially tied to Post Oak Apartment development for set aside buffer and open space





STAFF REPORT CITRONA DRIVE – CITY/ FDOT/ SHELL COVE ZONING CHANGE TO CONSERVATION

Citrona Drive – Zoning Map Changes along Citrona Drive for Vacant Properties

00-00-31-1180-0017-0050: 056 acres (24,393.60 sq. ft.) from Low Density Residential (R-1) to Conservation (CON) Zoning Map change

00-00-31-1180-0018-0010: 0.64 acres (27,878.40 sq. ft.) from Low Density Residential (R-1) to Conservation (CON) Zoning Map change

00-00-31-1180-0018-0040 :0.14 (6,098.4 sq. ft.) from Low Density Residential (R-1) to Conservation (CON) Zoning Map change

00-00-31-1180-0018-0030: 0.36 acres (15,681.60 sq. ft.) from Low Density Residential (R-1) to Conservation (CON) Zoning Map change

00-00-31-1180-0018-0040: 0.14 acres (6,098.40 sq. ft.) from Low Density Residential (R-1) to Conservation (CON) Zoning Map change

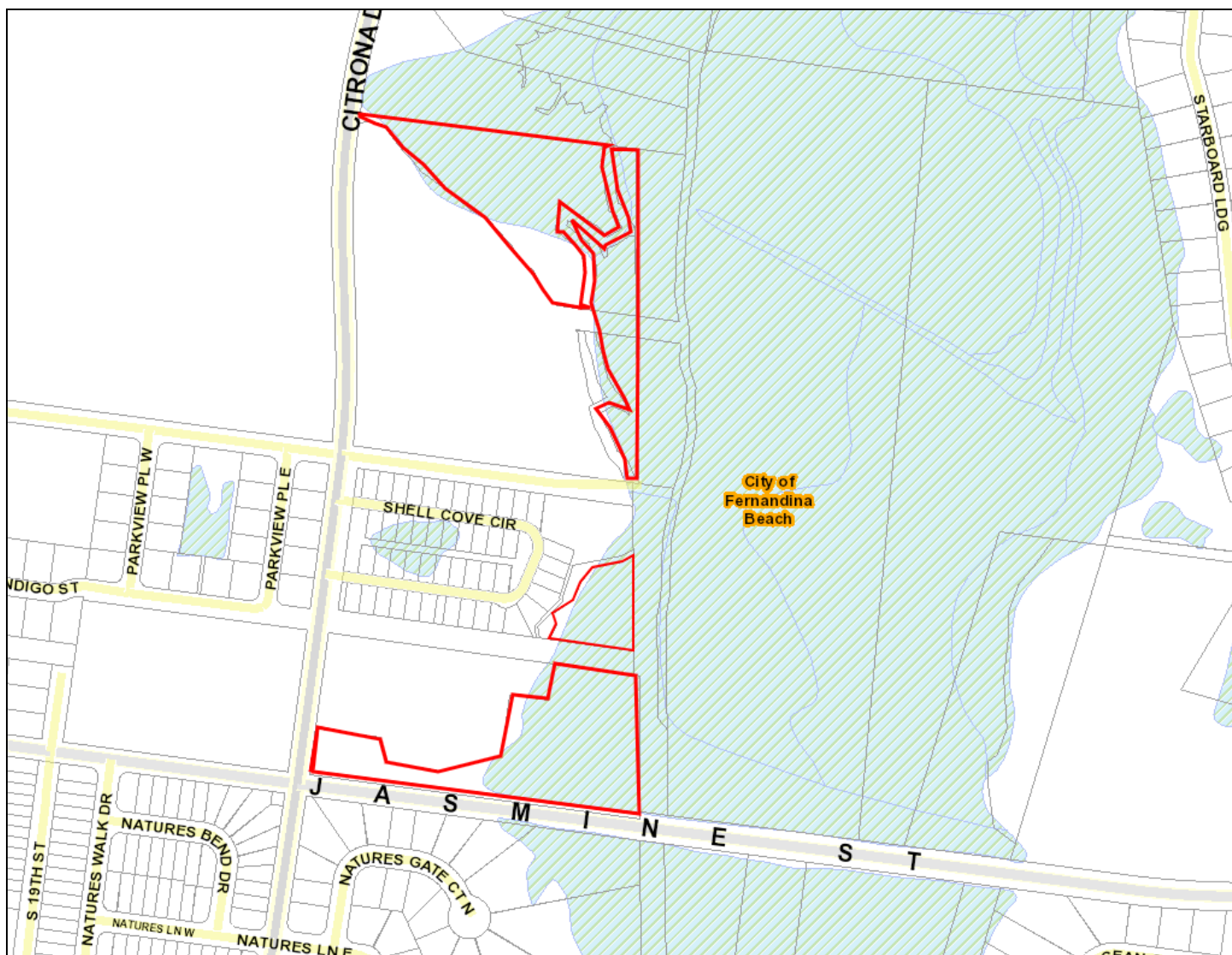
27-3N-28-1192-000D-0000: 0.96 acres (41,817.60 sq. ft.) from Low Density Residential (R-1) to Conservation (CON) Zoning Map change





STAFF REPORT
CITRONA DRIVE – CITY/ FDOT/ SHELL COVE
ZONING CHANGE TO CONSERVATION

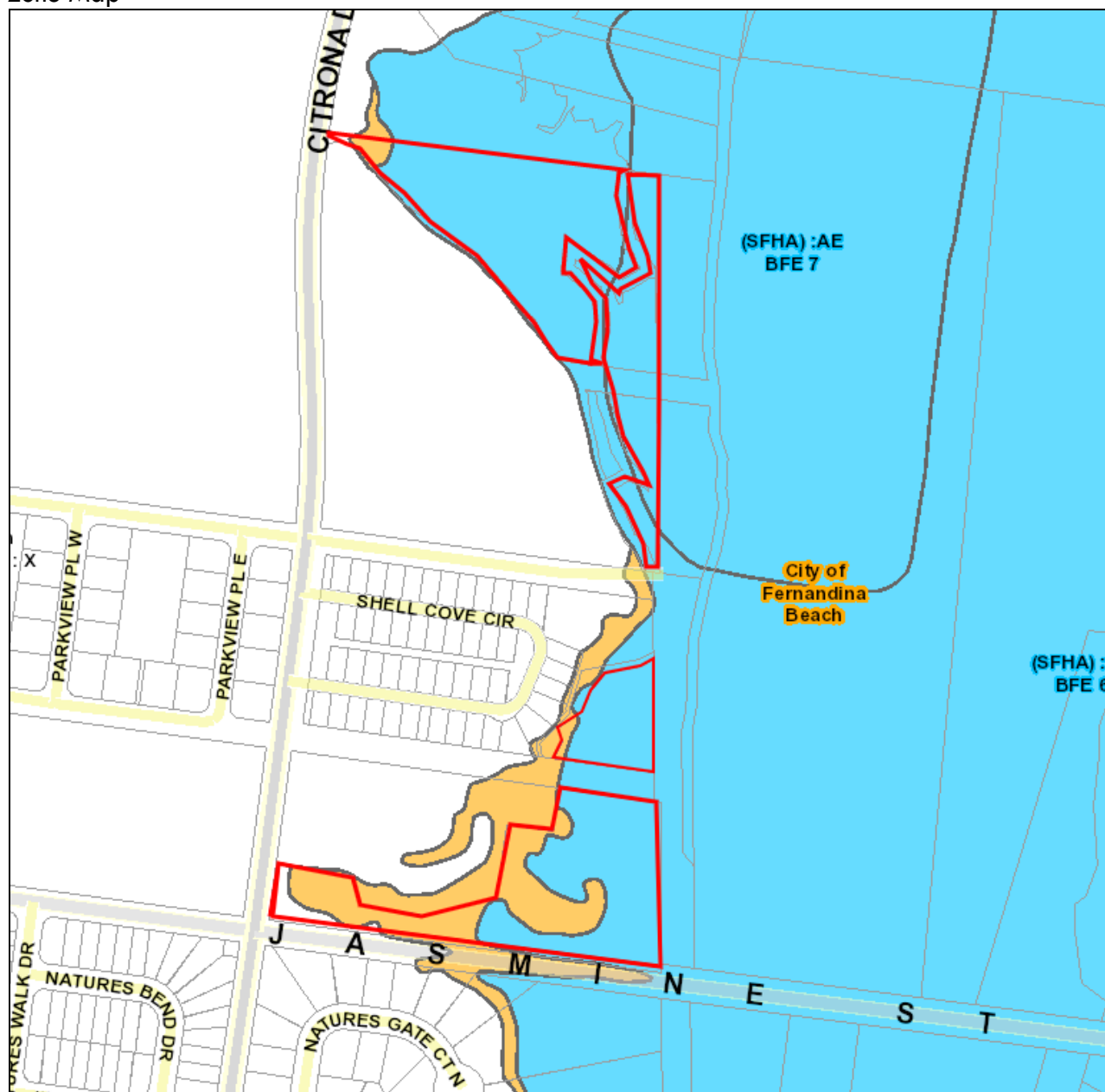
Wetlands Map





**STAFF REPORT
CITRONA DRIVE – CITY/ FDOT/ SHELL COVE
ZONING CHANGE TO CONSERVATION**

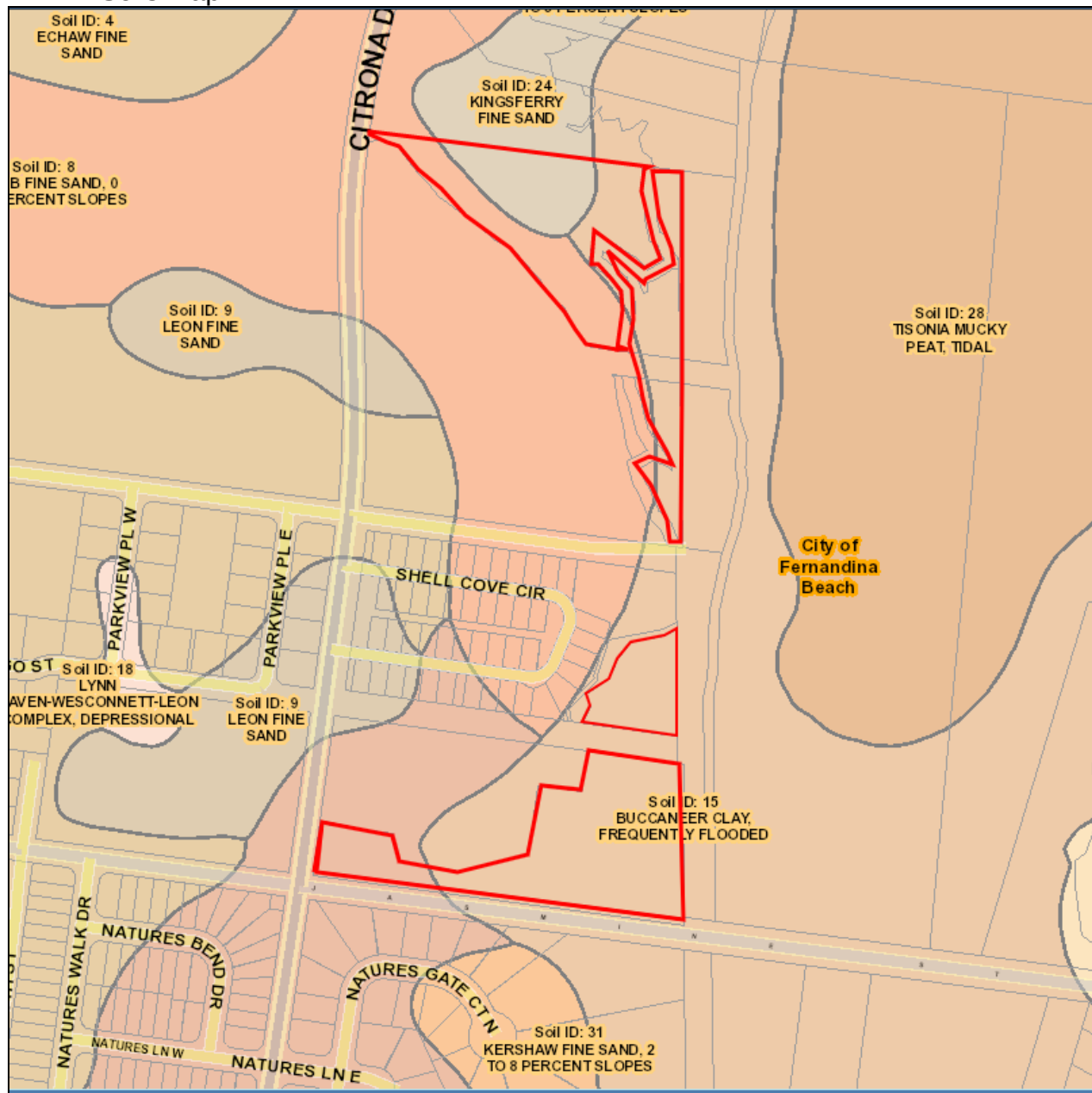
Flood Zone Map





**STAFF REPORT
CITRONA DRIVE – CITY/ FDOT/ SHELL COVE
ZONING CHANGE TO CONSERVATION**

Soils Map





City of Fernandina Beach

PLANNING DEPARTMENT

September 14, 2015

Greystone Affordable Housing Initiatives LLC
c/o Serena Kefauver
4025 Lake Boone Trail, Suite 209
Raleigh, NC 27607

RE: Post Oak Apartments – Parcel # 00-00-31-1180-0022-0000

The Planning Department is in receipt of your request for information on the above-referenced property. This property carries a Future Land Use designation of **Low Density Residential and Conservation** (Attachment A) and is zoned **R-1, Low Density Residential** (Attachment B). Currently there are six multifamily structures with a total of 42 units on this property.

This property was developed with an application for conditional use (PUD) No. PUD0189 applied for by Midland Properties Partnership. The City Commission granted the Conditional Use with Resolution Number 967 on April 4, 1989 (Attachment C). The property originally totaled 8.22 acres as presented in the Conditional Use application. Today, 996 Citrona Drive is a 3.91 acre parcel with 42 dwelling units. Your specific questions regarding this parcel will be answered as the property is today.

Zoning and Land Development Regulations:

- A. Is this site appropriately zoned for the proposed development? No.** The property is zoned R-1, Low Density Residential.
- B. Indicate zoning designation(s)** R-1, Low Density Residential
- C. Current zoning permits 4 units per acre. Existing Conditions are approximately 10 units per acre.** Net Density as defined in the City's Comprehensive Plan is, "Determined by multiplying the "maximum allowable units per acre" by the "net buildable land area" expressed in acreage. "Net buildable land area" means those contiguous land areas under common ownership proposed for residential development, minus undevelopable environmentally sensitive areas, including wetlands, transitional wetlands, floodplains and waters of the state. Lots adjoining an existing right-of-way may calculate half of the width of that right-of-way as part of the "net buildable land area" definition." I calculated the **maximum number of dwelling units for this parcel at 18 units**. Without a survey to verify the net buildable land area that is just an approximation.
- D. Total number of units in this development? 42**
- E. Is the site appropriately zoned and consistent with local land use regulations regarding density and intended use? No if no, explain.**
Low Density Residential is intended for development of low density single family detached homes on individual lots. Single family attached homes may be allowed through the PUD

process. The low density residential designation is established to protect the quality and character of existing low density single family neighborhoods.

- F. Does the current, applicable Future Land Use Map designation and associated local government Comprehensive Plan Future Land Use Element provisions permit the proposed development? No.**

Policy 1.07.04

Low Density Residential (LDR)

- a. Areas delineated on the FLUM for low density residential development shall accommodate permanent residential development and shall be comprised of single-family detached homes on individual lots. Single family attached homes may be allowed only through the PUD process.
- b. The maximum density shall not exceed four (4) dwelling units per acre. Specific densities will be determined by such factors as natural features of the land, density and/or intensity of developed and/or undeveloped land surrounding development, level of accessibility, housing supply and demand, adequacy of public facilities, consumer preference, and other factors which may be identified in the City's land development regulations.
- c. Supportive community facilities and accessory land uses may be located within areas designated for single-family low density residential uses. The land development regulations shall provide regulatory procedures for considering such uses.
- d. The low density residential designation is established to:
 1. Protect the quality and character of existing low density single family neighborhoods;
 2. Preserve open space;
 3. Prevent encroachment by commercial uses, including hotels, motels, bed and breakfast units, resort rentals, or other forms of transient accommodations, and incompatible non-residential uses;
 4. Encourage densities that are compatible with existing and anticipated future developments;
 5. Promote compatibility with natural features of the land; and,
 6. Minimize the burden on existing and projected supportive public services and facilities within the area.

Policy 1.07.14

Conservation (CON)

- a. Lands that are natural resources such as wetlands shall be included in the Conservation land use designation in order to provide for the maximum long-term protection and preservation of environmentally sensitive natural resource systems. All wetlands, as verified by jurisdictional field delineation, are designated as limited development overlays and shall be protected by policies contained within the Conservation and Coastal Management Element of this plan.
- b. Potentially allowable uses in the Conservation land use category may include: docks, boardwalks, hiking trails, and picnic areas or other passive recreation uses.
- c. Development within the conservation land use category is limited to buildings that are supportive of and accessory to the Conservation land use category, such as an interpretative center, rest rooms, or covered picnic pavilions.
- d. Potentially allowable uses are limited in location and extent, and shall avoid adverse impacts on the hydrologic functions of wetlands, natural systems, habitats, water quality, shorelines, marine life, and coastal resources. Allowable uses shall serve to protect the safety and welfare of the natural resource.



City of Fernandina Beach

PLANNING DEPARTMENT

- e. Any improvement within Conservation areas shall be developed using low impact development (LID) practices and sustainable building strategies.

Outstanding zoning and/or building violations:

- A. Are there any outstanding zoning or building violations? Yes. If yes, please list in detail.** There are three expired building permits listed below.
1. **2003-4211** Electrical Permit, 60 AMP subfeed for well pump irrigation.
Expired 5/29/2004
 2. **2010-1323** Mechanical Permit, Install one 1.5 ton HVAC unit only.
Expired 2/06/2011
 3. **2010-1944** Electrical Permit, Replace wiring & 2 fixtures due to small kitchen fire in unit #2301. Expired 5/14/2011

Rebuild ability threshold:

- A. What is the threshold to rebuild the property should it be destroyed?**

LDC Section 10.01.01(E) Nonconforming Situations

If a structure located within the city receives storm damage or other structural in excess of fifty (50%) of the appraised value of the structure, such structure may be replaced in compliance with current laws and ordinances, including those enacted since the construction of the subject structure. If the structure was non-conforming based on density or zoning, it may be re-constructed at no greater non-conformity than prior to when it was damaged. In no instance may any non-conformity be expanded.

Minimum Building Setbacks:

- A. What are the minimum setback requirements?**

- Maximum Building Height- 35 ft. (measured from approved finished grade to peak of roof)
- Front Setback – 25 ft. (measured from property line)
- Rear Setback – 20 ft. (measured from property line)
- Side Setback – 10% of lot width (Each side yard setback increases by one-half (1/2) foot for each one (1) foot, or fraction thereof, of building heights above 25 feet up to a maximum building height of 35 feet)

Parking Ratio:

- A. What are the parking requirements for the property?**

LDC Section 7.01.04(A) Parking Space Requirements

Multi-family dwellings are required to have 2 spaces per dwelling unit. There are 42 dwelling units requiring 84 parking spaces. The approved site plan shows 84 parking spaces.

Legal Conforming or Legal Non-conforming

A. Is the property a legal conforming or legal non-conforming use?

996 Citrona Drive is a legal non-conforming property. It was developed as a Conditional Use PUD, granted by Resolution 967. Legal non-conforming means a structure that was legally permitted at the time of its construction prior to subsequent changes in the code which changes would no longer permit the re-establishment of such structure, including nonconformity with current density, floor area ratio, parking, structure setback, impervious surface ratio or lot coverage. The structure being nonconforming does not restrict you from making renovations. Nonconforming structures shall not be expanded except where such expansions meet all requirements of the Land Development Code. The Land Development Code does not inhibit you from making interior or exterior renovations.

A complete version of the City's Land Development Code can be viewed online at <http://www.fbfl.us/LDC>. Please note that this zone is also governed by the City's Comprehensive Plan, found at <http://www.fbfl.us/compplan>.

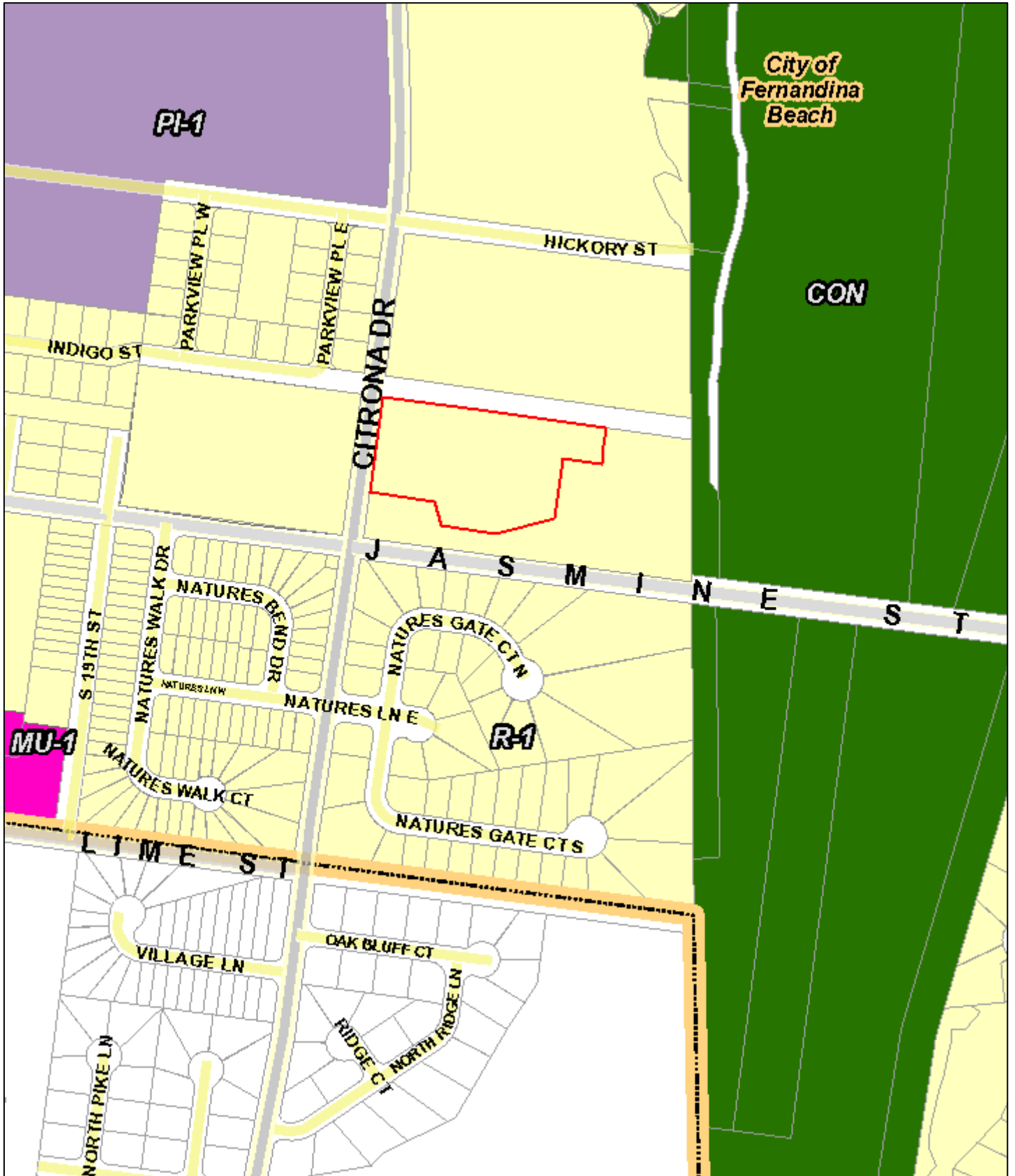
If you have any further questions regarding this due diligence report please contact the Planning Department at (904) 310-3135.

Sincerely,

A handwritten signature in blue ink, appearing to read 'J. Platt' with a stylized flourish.

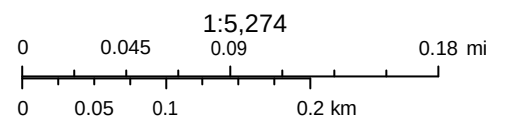
Jacob M. Platt
Planner 1 |

ZONING



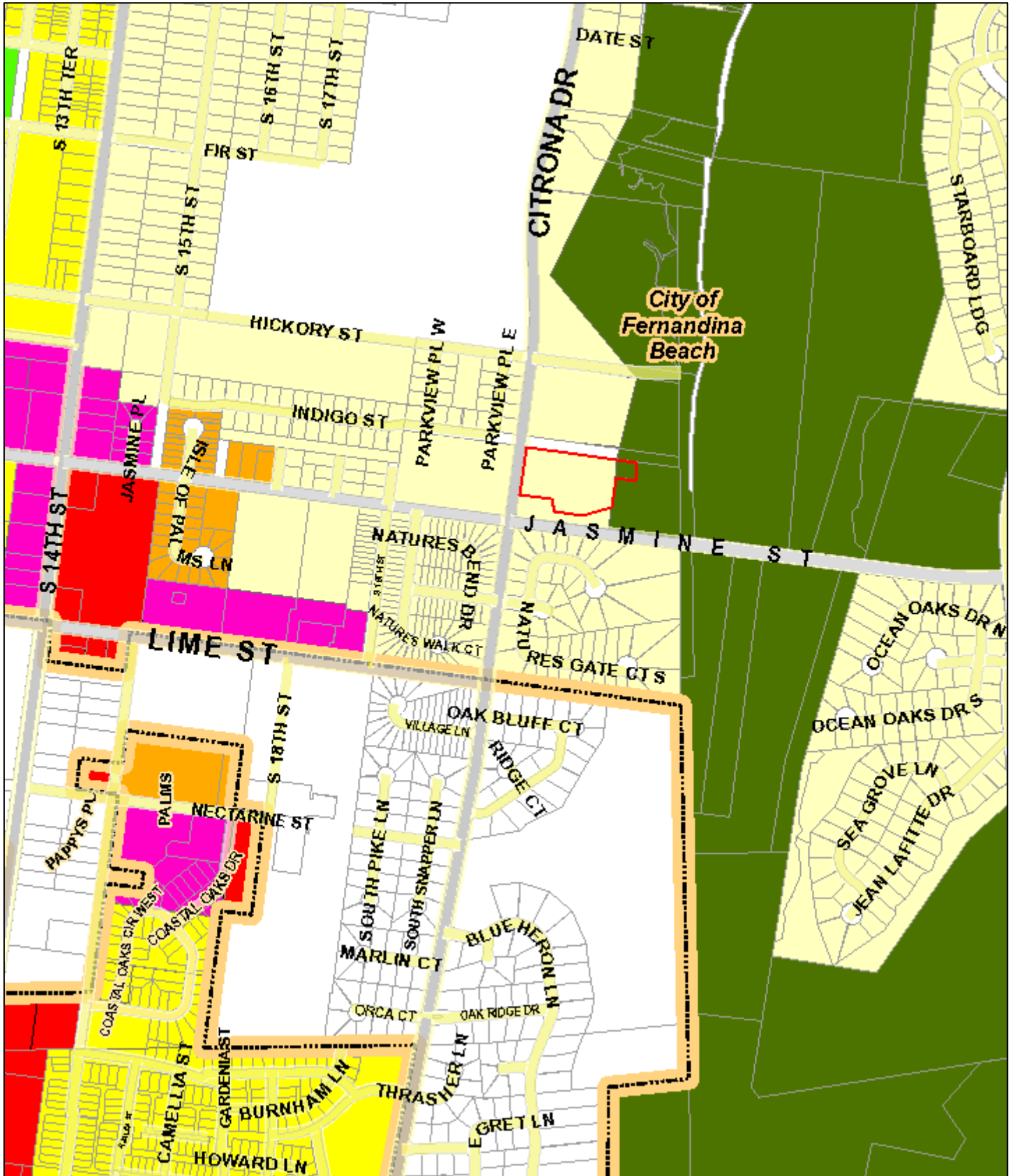
September 14, 2015

Land Parcels	R-1	OT-1	PI-1
City of F.B. Zoning	RLM	OT-2	CON
C-1	R-2	W-1	REC
C-2	R-3	IW	
C-3	RE	I-1	
MU-1	R-1G	IA	

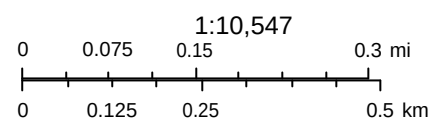
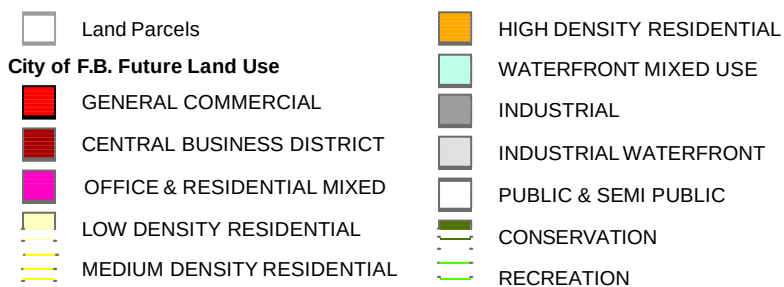


Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

FLUM



September 14, 2015



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

RESOLUTION NUMBER 967

IN RE: APPLICATION FOR CONDITIONAL USE (PUD) NO. PUD0189

WHEREAS, Midland Properties Partnership has applied for a Conditional Use, for a Planned Unit Development (PUD), under Sections 26-10.3 and 26-11 (K) of the Code of Ordinances of the City of Fernandina Beach, Florida, Application No. PUD0181 and

WHEREAS, the Planning Advisory Board has considered such application and rendered its report and recommendations on the same; and

WHEREAS, Notice of Hearing on such application was published in the News-Leader, a newspaper of general circulation in Fernandina Beach, Nassau County, Florida, on March 1, 1989 and on March 8, 1989; and also posted on the subject property; and

WHEREAS, a public hearing was held on such application by the City Commission of the City of Fernandina Beach, Florida, on April 4, 1989; and

WHEREAS, after consideration of the testimony and evidence presented on such application and at the public hearings thereon, the City Commission made the following findings:

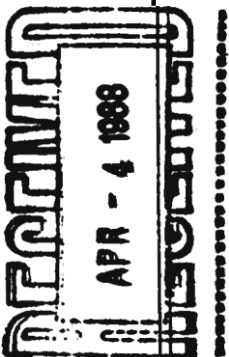
A. That the Commission is empowered under Sections 26-11 and 26-10.3 of the Zoning Code of the City of Fernandina Beach, to grant the conditional use (PUD) described in the application.

B. That the grant of the conditional use will not adversely affect the public interest of health, safety and welfare.

C. That the specific rules governing the conditional use, if any, as required by Section 26-10.3 of the Zoning Code have been met, and that satisfactory provisions and arrangements have been made concerning those certain matters specified in Section 26-11(K) (4), (a) through (h) of the Zoning Code.

NOW, THEREFORE, BE IT RESOLVED by the CITY COMMISSION of the CITY OF FERNANDINA BEACH, FLORIDA, at its meeting duly called and assembled, that Application for Conditional Use (PUD) No. PUD0189, filed by Midland Properties Partnership be and the same is hereby approved, subject to the following conditions:

1. That the property shall remain as a unified tract of 8.22 acres without any development activity in the greenbelt or landfill area.
2. A sidewalk or paved walkway from the development area to the Jasmine Street/Citrona Drive intersection will be provided.
3. The Planned Unit Development will contain the same rental criteria, for the same duration, as the FmHA project requires, and, for the duration of the provision, the project shall not be converted to condominium form of ownership.
4. Deceleration and acceleration lanes shall be provided as approved by the County Engineer.
5. The access to the development is subject to approval of the County Engineer.
6. Fencing is to be provided along Jasmine Street, but without visual interference with intersection traffic.
7. Plans for storm water and street lighting to be provided.



RONNIE SAPP
Mayor-Commissioner

VICKI P. WINGATE
City Clerk

PAB2019- 0014_____

REC'D: _____ BY: _____

INVOICE #: _____

PAYMENT: _____ TYPE: _____

BOARD MEETING DATE: OCT 2019



PLANNING ADVISORY BOARD APPLICATION

- | | |
|---|--|
| ☐ ZONING MAP AMENDMENT
(≤ 10 acres \$1,000 / > 10 acres \$2,000) | ☐ SUBDIVISION PLAT – PRELIMINARY
(≤ 20 units \$1,000 / > 20 units \$1,600) |
| ☒ LAND USE MAP AMENDMENT
(≤ 10 acres \$1,000 / > 10 acres \$2,000) | ☐ SUBDIVISION PLAT – FINAL (\$850) |
| ☐ LDC TEXT AMENDMENT (\$1,000) | ☐ VACATION OF R.O.W. (\$1,700) |
| ☐ COMP PLAN AMENDMENT (\$1,700) | ☐ VOLUNTARY ANNEXATION (\$1,500) |
| | ☐ Revision to each PAB Application
To offset additional display ad fee (\$400) |

APPLICANT INFORMATION

Owner Name: VARIES - SEE ATTACHED LIST

Mailing Address: _____

Telephone: _____ Fax: _____

Email: _____

Agent Name: PLANNING AND CONSERVATION DEPARTMENT

Mailing Address: 204 ASH STREET FERNANDINA BEACH, FL 32034

Telephone: (904) 310-3480 Fax: _____

Email: KGIBSON@FBFL.ORG

PROPERTY INFORMATION

Street Address: VARIOUS- SEE ATTACHED LIST

Parcel Identification Number(s): _____

Lot Number: _____ Block Number: _____ Subdivision: _____

Section: _____ Township: _____ Range: _____

PROJECT INFORMATION

Total Number of Lots/Parcels: SEE ATTACHED LIST

Less than One (1) acre Sq. Footage: _____ One (1) Acre or Greater: _____

Existing Zoning Classification: VARIES - SEE ATTACHED LIST

Existing Future Land Use Classification: VARIES- SEE ATTACHED LIST

Previous Planning/Zoning Approvals: _____

Description of Request:

MODIFICATION BASED ON DIRECTION PROVIDED THROUGH THE
ADOPTION OF ORDINANCE 2019-05

SIGNATURE/NOTARY

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

8/28/19
Date

[Signature]
Signature of Applicant

STATE OF FLORIDA }
COUNTY OF NASSAU } ss

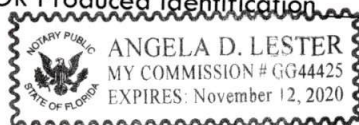
Subscribed and sworn to before me this 28 day of August, 2019.

[Signature]
Notary Public: Signature

Angela D. Lester
Printed Name

11/12/20
My Commission Expires

Personally Known X OR Produced Identification _____ ID Produced: _____



PAB2019- 0015

REC'D: _____ BY: _____

INVOICE #: _____

PAYMENT: _____ TYPE: _____

BOARD MEETING DATE: OCT 2019



PLANNING ADVISORY BOARD APPLICATION

- | | |
|--|---|
| ☒ ZONING MAP AMENDMENT
(≤ 10 acres \$1,000 / > 10 acres \$2,000) | ☐ SUBDIVISION PLAT – PRELIMINARY
(≤ 20 units \$1,000 / > 20 units \$1,600) |
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Mailing Address: 204 ASH STREET FERNANDINA BEACH, FL 32034

Telephone: (904) 310-3480 **Fax:** _____

Email: KGIBSON@FBFL.ORG

PROPERTY INFORMATION

Street Address: VARIOUS- SEE ATTACHED LIST

Parcel Identification Number(s): _____

Lot Number: _____ **Block Number:** _____ **Subdivision:** _____

Section: _____ **Township:** _____ **Range:** _____

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Total Number of Lots/Parcels: SEE ATTACHED LIST

Less than One (1) acre Sq. Footage: _____ One (1) Acre or Greater: _____

Existing Zoning Classification: VARIES - SEE ATTACHED LIST

Existing Future Land Use Classification: VARIES- SEE ATTACHED LIST

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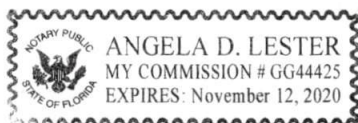
8/28/19 *David M. Miller*
Date Signature of Applicant

STATE OF FLORIDA }
 ss }
COUNTY OF NASSAU

Subscribed and sworn to before me this 28 day of August, 2019.

Angela D. Lester Angela D. Lester 11/12/20
Notary Public: Signature Printed Name My Commission Expires

Personally Known X OR Produced Identification _____ ID Produced: _____



PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: LDC Text Amendment

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Kelly N. Gibson, AICP

Date: October 02, 2019

Submitted By: Kelly Gibson, AICP, Planning Director

PLANNING ADVISORY BOARD
BYLAWS

ARTICLE I - AUTHORITY

The jurisdiction and authority of the Planning Advisory Board (PAB) originates in Florida Statute 163.3174 and operates as a quasi-legislative body to issue recommendations to the City Commission in accordance with LDC Section 9.02.00.

ARTICLE II – OFFICERS

The PAB shall establish officers and committees in accordance with LDC Section 9.01.03 and in accordance with the following procedures.

- A. The Chairperson shall be elected during the first regular meeting following the City’s reorganization meeting, for a one-year term. Officers shall not serve for more than two (2) consecutive terms.

The Chairperson shall:

1. Preside at all regular and special meetings. Conduct meetings in an efficient manner, focusing on the issues relevant to the functions and mission. A short civility statement shall be read at the opening of each meeting as is necessary.
2. Regulate and facilitate discussion among board members to ensure that all viewpoints are represented. Give each member the opportunity to express ideas and/or concerns on issues that are being considered by the board or commission. The Chairperson shall give due consideration to all board members.
3. Assist in orienting new board members about the function, role and mission of the PAB at noticed meetings.
4. Assist in mediating conflicts or disputes between board/commission members.
5. Represent the PAB in appearing before the City Commission as designated by the Board.
6. With their consent, appoint Members to serve on committees.
7. Foster compliance with the “Florida Sunshine Law.”
8. Sign all appropriate documents.

- B. The Vice-Chairperson shall be elected annually during the first regular meeting following the City’s reorganization meeting for a one-year term. He/she shall be eligible for re-election for no more than two (2) consecutive terms. The Vice-Chairperson shall, in the absence of the Chairperson, assume all duties of the Chairperson.

- C. A City staff member will serve as the PAB secretary. The secretary will record the PAB meetings and provide summary meeting minutes for approval, generally at the next regular PAB meeting. Meeting minutes are not a verbatim record of the meeting; they are only a summary of the recommendations provided from each meeting. Minutes are available through request to the Community Development Department. All PAB case files will be retained in the Community Development Department for a period of two (2) years, at which time they are transferred to City archives. Please refer to the City Clerk’s Office for information on record retention procedures. Recordings may be requested through the City Clerk’s Office.

ARTICLE III - REMOVAL AND VACANCIES

PAB members’ appointment, term of office, and general membership requirements shall be in accordance with LDC Section 9.01.01.

ARTICLE IV - MEETING AND HEARINGS

A. REGULAR MEETINGS

PLANNING ADVISORY BOARD
BYLAWS

Regular Meetings of the PAB shall be held monthly as necessary, usually on the second Wednesday of each month. These meetings shall be open to public attendance. An agenda for all meetings shall be prepared in advance and in all regular posting locations. The PAB may deliberate and take action at such meetings.

B. ADDITIONAL MEETINGS

Additional meetings may be held when the items for deliberation at a regular meeting are too numerous to complete. The time and place of these meetings shall be publicly announced and posted. The PAB may deliberate and take action at such meetings.

C. ANNUAL MEETING

The PAB shall meet annually in May at a regular or special meeting to review the year's work and the progress that has been made on implementation of the Comprehensive Plan.

D. SUBCOMMITTEES/ SPECIAL PROJECTS

The PAB may form subcommittees or request staff to work on special projects for purposes of conducting research, plan making, or to obtain public input:

1. To monitor and oversee the effectiveness and status of the comprehensive plan and recommend to the City Commission such changes in the comprehensive plan as may from time to time be required, including the periodic evaluation and appraisal of the comprehensive plan required by s. 163.3191;
2. To review proposed land development regulations, land development codes, or amendments thereto, and make recommendations to the governing body as to the consistency of the proposal with the adopted comprehensive plan or element or portion thereof;
3. To perform any other functions, duties, and responsibilities assigned to it by the City Commission or by general or special law.

E. REQUESTS FROM THE AUDIENCE TO BE HEARD ON ITEMS NOT ON THE AGENDA

The Chair will invite members of the public to address the PAB on matters of concern not on the agenda. The Chair may limit each speaker to three (3) minutes. The PAB is not required to respond, but speakers may be referred to City staff for assistance or to be put on a future agenda.

F. BOARD BUSINESS

The Chair will report and take reports from PAB members, hold discussion among PAB members and staff on administrative or procedural matters, and conduct elections.

G. BOARD REPORTS

Each member of the PAB may report on items of interest to the entire Board.

H. STAFF REPORT

City staff will report on new and emerging issues relating to planning. City staff will advise the PAB where assistance may be required. City staff will advise the PAB on any administrative or housekeeping matters requiring attention.

ARTICLE V - QUORUM

A. A majority of the voting members of the PAB shall constitute a quorum.

B. The Chairperson is eligible to vote on all motions.

PLANNING ADVISORY BOARD
BYLAWS

ARTICLE VI - CONFLICT OF INTEREST AND COMMUNICATION (See Sec. 286.012, Fla. Stats.)

A member shall abstain from voting on a particular issue if any of the following circumstances apply:

1. The member has a direct financial interest in the outcome of the matter at issue;
2. The matter at issue involves the member's own official conduct;
3. Participation in the matter violates the member's code of professional responsibility;
4. The member has such close personal ties to a person involved with the issue that the member cannot reasonably be expected to exercise sound judgment in the public interest; or
5. Other applicable law.

A. If a member owns a property within the area entitled to receive mailed notice of the hearing, that board member may voluntarily abstain from voting if the board member believes that the proximity of the project will interfere with his or her ability to be a decision maker in the case.

1. An abstaining member of the board shall not be counted for purposes of forming a quorum.

B. A PAB member may conduct investigations and site visits and may receive expert opinions regarding the pending action before them.

ARTICLE VII - BOARD RULES AND POLICIES

- A. Appearances before the City Commission. The Chair or his/her designee is the PAB spokesperson in all presentations or official appearances before the City Commission.
- B. Media relations. PAB members may respond to press inquiries with individual opinions only and not represent the opinion of the PAB as a body. Only the Chair or his/her designee may articulate a position for the entire PAB, assuming that the PAB has taken such a position as a body.

ARTICLE VIII - PARLIAMENTARY AUTHORITY

All meetings shall be conducted in accordance with parliamentary procedure as set forth and explained in the latest revised edition of Robert's Rules of Order, which shall serve as the official rules of procedure.

ARTICLE IX - AMENDMENTS

These By-Laws shall be adopted by an affirmative vote of the majority of voting members of the PAB after at least 10 days of written notice to all members of the PAB.

PAB By Laws

Richard Clark <racndm@me.com>

Mon 6/17/2019 11:22 AM

To: Kelly Gibson <kgibson@fbfl.org>

Kelly,

Here are comments and suggestions for the PAB Bylaws. You will probably need to edit the words but I think you'll see the points I'm trying to address. I would be happy to discuss any of this by phone. Just let me know.

1. Upon establishing a quorum for a meeting of the PAB the first item of business shall be approval of the agenda by vote of the Board.
2. As a general rule agenda items that require a public hearing or other items where citizens are in attendance at the meeting shall be placed first on the agenda ahead of Board business or other no required items.
3. For all agenda items the Chair shall first ask any citizen in attendance at the meeting to make comments before the Board begins deliberation. Each citizen shall be accorded three minutes to address the Board, however the Board may in its sole discretion allow such speakers to extend beyond the allowed three minutes when necessary.
4. The staff to the PAB shall take steps to inform the public in advance of items that are planned to be placed on the agenda of the PAB. The PAB may from time to time provide guidance to the staff as to the methods and procedures for informing the the public of such items.
5. Each agenda for the PAB, including accompanying materials, shall be made readily available on the City's website at least ____ days before the meeting.
6. The PAB shall submit to the City Commission an annual report outlining the major work accomplishments of the prior year, the major work goals of the coming year, and a description of the resources necessary to accomplish said work goals.
7. The PAB shall encourage and support the submission of professional opinions and recommendations from the staff of the COFB on items that come before the PAB. Such staff recommendations shall be submitted in writing as part of the regular agenda materials for each items placed on the agenda. The PAB is not bound by these recommendations.

Rick Clark

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: LDC Text Amendment

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Kelly N. Gibson, AICP

Date: October 02, 2019

Submitted By: Kelly Gibson, AICP, Planning Director
