AGENDA
HISTORIC DISTRICT COUNCIL
REGULAR MEETING (VIRTUAL)
MAY 27, 2020
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

The Regular Historic District Council Meeting will be held as a VIRTUAL MEETING with board members and City staff participating through video conferencing. This virtual meeting will be broadcasted live for members of the public to view on the City of Fernandina Beach website (www.fbfl.us) and Channel 264 (Comcast only).

1. CALL TO ORDER / ROLL CALL / DETERMINATION OF QUORUM

2. APPROVAL OF MEETING MINUTES

2.1 March 27, 2019 Workshop

3. OLD BUSINESS

3.1 **HDC 2017-03 AMENDMENT: ARTISAN HOMES, 117 S 3RD STREET, 111 S 3RD STREET**
Amendment to previously approved Certificate of Approval (COA) for the redesign and relocation of exit corridor to accommodate elevator, change in window locations, and reversal of front facade. *(Quasi-Judicial)*

3.2 **HDC 2017-03 AMENDMENT: ARTISAN HOMES, 141 & 135 S 3rd Street**
Amendment to previously approved Certificate of Approval (COA) to relocate side and rear windows; extend rooftop exit corridor six feet to accommodate elevator shaft, and add rear overhang. *(Quasi-Judicial)*

3.3 **HDC 2017-03 AMENDMENT: ARTISAN HOMES, 153 & 147 S 3rd Street,**
Amendment to previously approved Certificate of Approval (COA) to relocate and change window sizes, change rear door to full view glass, extend roof top exit corridor six feet to accommodate elevator shaft, and change garage gable to Hardie lap siding. *(Quasi-Judicial)*

3.4 **HDC 2019-10 AMENDMENT: STEVEN D. PAPKE, AIA, AGENT FOR BOAT HOUSE FERNANDINA, LLC, 30 S 2ND STREET**
Amendment to previously approved Certificate of Approval (COA) for exterior modifications related to the adaptive reuse of the property. *(Quasi-Judicial)*

3.5 **HDC 2019-29 AMENDMENT: ALEXANDER F. SEEFRIED III, 908 LADIES STREET**
Amendment to previously approved Certificate of Approval (COA) for exterior modifications to the proposed single-family dwelling. *(Quasi-Judicial)*

3.6 **HDC 2020-01: JOHN HILLMAN, 1001 WHITE STREET**
Certificate of Approval (COA) to rehabilitate exterior of home to include additions, screened porch, and accessory dwelling unit. *(Quasi-Judicial)*

3.7 **HDC 2019-02 AMENDMENT: ROLAND BOARDMAN, 1122 SAN FERNANDO STREET**
Amendment to previously approved Certificate of Approval (COA) for after-the-fact alterations to the single-family home and accessory structure. *(Quasi-Judicial)*

4. NEW BUSINESS

4.1 **HDC 2020-02: JEAN & PENELOPE BONVOULOIR, 131 N 3RD STREET**
Certificate of Approval (COA) to construct a one-story single-family dwelling with 2-story accessory structure. *(Quasi-Judicial)*

4.2 **HDCV 2020-02: MIRANDA ARCHITECTS, AGENT FOR ST. MICHAEL CATHOLIC CHURCH, 505 BROOME STREET**
Variance from Land Development Code Section 5.01.10 'Fences & Walls' to increase front yard fence height from 4ft to 6ft. *(Quasi-Judicial)*

4.3 **HDC 2020-03: MELISSA RUMSEY YOUNG, 321 S 6TH STREET**
Certificate of Approval (COA) to remove second front door and replace with window to match existing in material, dimension, and design. *(Quasi-Judicial)*

5. BOARD BUSINESS

6. STAFF REPORT

6.1 **- Staffing Changes/ Updates**
- Presentation of Planning Documents: 2019 Annual Report, Goals, Action Plan, Monthly Board Tracking Tool (Carry over from prior meetings)

7. PUBLIC COMMENT

8. ADJOURNMENT

THE NEXT HDC REGULAR MEETING IS SCHEDULED FOR THURSDAY, JUNE 18, 2020.

This will be conducted as a virtual meeting with restricted physical access. Written comments emailed to the K**elly Gibson** (kgibson@fbfl.city) must be sent no later than 3 PM on May 27, 2020 and will be read aloud during the meeting. These comments shall have a maximum time allowance of 3 minutes or 400 words.

Public comment may also be provided virtually through use of the Zoom Meeting link below, the phone number provided below, or in person at City Hall with strict restrictions to protect health and safety. Individuals wishing to provide live comments during the meeting must dial-in or connect via the Zoom Meeting link or phone number below no later than 4:50 PM on May 27, 2020, and will be called upon by their individual registered Zoom Meeting ID Account or by the last-4 digits of their respective phone number. When called upon, please provide your name and home address prior to issuance of public comment. Please limit comment to 3 minutes.

Zoom Meeting Link for Public Comment:
https://zoom.us/j/95388741053?pwd=UTZwN1JjYkFGekRQTEtLM2dXLzRKdz09

(Users must have a functional microphone): **953 8874 1053** with Password: **HDCMay27**
Or
Zoom Phone Dial-In for Public Comment: **+1 646 558 8656** Meeting ID: **953 8874 1053** Password: **296261**

If you must attend in person at City Hall (204 Ash Street), please arrive at City Hall no later than 4:50 PM to be counted and to complete a speaker form. You will be admitted into City Hall when it is your turn to make your

public comments and must exit City Hall after your comments are made.

It is recommended that you wear a face mask when entering City Hall for your protection and the protection of others.

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations to participate in this program or activity should contact (904) 310-3115 or through the Florida Relay Services at 711 at least 24 hours in advance to request such accommodations.

All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the Planning Department (904) 310-3480.

DRAFT

MINUTES
HISTORIC DISTRICT COUNCIL
WORKSHOP
MARCH 27, 2019

1. CALL TO ORDER: 5:00 PM

MEMBERS PRESENT:
Benjamin Morrison
Michael Harrison
Michael Spino (Chair)
Ricky Escalante (Alt 1)
James Pozzetta

MEMBERS ABSENT:
Robert Erickson

OTHERS PRESENT
Sal Cumella, Historic Preservation Planner
Samantha Rogic, Recording Secretary

2. PRESENTATIONS BY: Professor Bill Tilson
Sal Cumella and Chair Spino

3. PUBLIC HEARING

Peggy Lehosite, 1016 San Fernando Street, voiced her opposition to rentals in old town because of street width and parking and erosion on the plaza.

Pat Gass, 801 White Street, voiced her opposition to rentals in Old Town because of street parking, and increase in density. She mentioned she'd like to keep the dirt road.

Jennifer Harrison, 820 Someruelus, spoke in support of rentals, and to the addition of markers.

Mel Bowling, 919 San Fernando Street, commented that the choice of renting should be left up to the owner.

Alex Seefried, 404 Amelia Street, noted his concern about rental properties and how it relates to parking.

Greg Power, 913 White Street, voided his disagreement with fake pier foundation, citing cost as a factor.

Bob Zawistowski, 202 Estrada Street, voiced his opposition to rentals in Old Town.

Andrea Power, 913 White Street, inquired to the Board about the management scale and style. She also voiced her support for rentals in Old Town.

Pat Taylor, 215 Amelia Street & 206 Estrada Street, voiced her support for rentals in Old Town.

Hardee Kavanaugh, 715 San Fernando Street, voiced his opposition to rentals in Old Town.

DRAFT

4. DISCUSSION

The Board discussed the topics at length.

5. ADJOURNMENT- 7:24 PM

_____	_____
Sylvie McCann	
For Samantha Rogic, Recording Secretary	**Michael Spino, Chair**

OFFICE USE ONLY

REC'D: _____ BY: _____

PAYMENT: $ _____ TYPE _____

APPLICATION #: _____

HDC CASE #: _____

APPLICATION COMPLETE: Y____ N____

PRE-CONFRENCE: Y____ N____ DATE _____

BOARD MEETING DATE: _____

PLANNER: _____DATE: _____

____ **APPROVED** ____ **DENIED**

APPLICATION FOR HISTORIC DISTRICT COUNCIL COA

REVISION

APPROVAL TYPE:	☐ Staff Approval	☒ Board Approval: Conceptual _____ or Final X

PROJECT TYPE:

☐ New Construction ☐ Addition ☐ Alteration ☐ Relocation ☐ Demolition ☐ Variance

☐ Repair ☐ Paint ☐ Fence ☐ Sign ☐ Re-roof ☐ Other:_____

PROPERTY INFORMATION *Property information can be found at the Nassau County Property Appraiser's Website → Map Search*

Street Address: 117 3rd St.(Lot 25,Unit 21) & 111 3rd St.(Lot 26,Unit 22)

Historic District: ☒ Downtown ☐ Old Town ☐ CRA Waterfront

Parcel Identification Number(s): 00-00-31-1800-0270-0250 00-00-31-1800-0270-0260

Zoning District: MU 1 - Mixed Use Lot / Block Number (optional) _____

PROJECT DESCRIPTION

Owner of Record	As recorded with the Nassau County Property Appraiser
Owner(s) Name	
Corporation or Company (if applicable)	HARBOR VIEW-ARTISAN LLC
Street Address	10365 Hood Rd. Ste. 208
City State Zip	Jacksonville, FL 32257
Telephone Number	904-429-4800
Email Address	sara@artisanhomebuilder.com

Applicant or Agent	If other than owner. If an agent will be representing the owner, an *Owner's Authorization For Agent Representation* form must be included
Applicant Name	Teresa Prince
Corporation or Company (if applicable)	HARBOR VIEW-ARTISAN LLC
Street Address	10365 Hood Rd. Ste. 208
City State Zip	Jacksonville, FL 32257
Telephone Number	904-429-4800 ext. 4
Email Address	tprince@tpislandlaw.com

HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2017- 03 AMENDMENT
May 27, 2019

Owner/Applicant:	Harbor View-Artisan LLC/Teresa Prince
Property Address:	117 S. 3rd Street, & 111 S. 3rd Street
Parcel ID #:	00-00-31-1800-0270-0250; 00-00-31-1800-0270-0260
Current zoning:	MU-1
FLUM land use category:	Mixed Use
Existing uses on the site:	Vacant
FL Master Site File #	N/A
Year Built:	N/A
Contributing Status:	Non-Contributing
Requested action:	Amendment to previously approved Certificate of Approval (COA) for the redesign and relocation of exit corridor to accommodate elevator, change in window locations, and reversal of front facade.

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

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

HDC 2017-03 received final approval and was issued a COA for the construction of 22 two-story townhomes on April 20, 2017. The applicant is seeking to amend the Certificate of Approval (COA) for two of the units to include: extending the rooftop exit corridor six feet to accommodate an elevator shaft to the rooftop, relocation of a window on the side elevation, and reversing the previously approved front facades.

APPLICABLE GUIDELINES:

SECRETERY OF THE INTERIOR'S STANDARDS FOR REHABILITAITON

CITY OF FERNANDINA BEACH COMPREHENSIVE PLAN

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE

CITY OF FERNANDINA BEACH WATERFRONT COMMUNITY REDEVELOPMENT AREA GUIDELINES

ANALYSIS:

Staff finds that the change in door at the rooftop stair enclosure and the change in window location will have very little impact on the overall appearance of the structures and recommends approval.

Land Development Code section 8.01.01.01 calls for the Historic District Council to consider form and detail, as well as roof forms in new construction. As the structures were designed to have a shared common firewall at the rooftop, access to the roof was designed to be on each side of this shared wall to lessen the visual impact of multiple rooftop appurtenances. Adding an elevator shaft at the rear of each rooftop exit corridor will not visually detract from street view and the neighborhood. As such, staff recommends approval of this portion of the request.

STAFF RECOMMENDATION

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

Staff recommends:

Approval of Amendment to HDC 2017-03.

MOTION TO CONSIDER:

I move to **approve or deny** amendment to HDC case number 2017-03 **with or without** conditions;

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

That this amendment to HDC case 2017-03, as presented, **is or is not** substantially compliant with the Land Development Code, the Community Redevelopment Area Guidelines, and the Secretary of the Interior's Standards to warrant approval at this time.

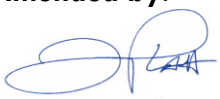
LIST OF EXHIBITS:

EXHIBIT 1 HDC 2017-03 Amendment Application and Backup Materials

Respectfully Submitted,

Salvatore J. Cumella
Historic Preservation Planner

Amended by:



Jacob M. Platt
Senior Planner

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

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

- Window location change
- Redesign and relocate exit corridor to rear of rooftop to accommodate elevator
- Front Elevation unit 21/22 (*Reversed)

(See attached detailed presentation for specific details on front, rear and side elevations)

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

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

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

CERTIFICATION

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.

2. I/We authorize staff from the Community Development Department to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.

3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.

7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.

8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

*9. I/We understand that Certificates of Approval are only valid for **one year** from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.*

4/22/2020
Date

Signature of Applicant

STATE OF FLORIDA
ss
COUNTY OF ~~NASSAU~~ Duval

Subscribed and sworn to before me this 22 day of 4, 2020

Notary Public: Signature

Sara Johanns
Printed Name

NOTARY PUBLIC STATE OF FLORIDA
SARA JOHANNS
MY COMMISSION # FF 992884
EXPIRES: May 16, 2020
Bonded Thru Budget Notary Services

My Commission Expires

Personally Known ✓ OR Produced Identification _____ ID Produced: _____

OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION

I /WE Harbor View-Artisan, LLC
(print name of property owner(s))

hereby authorize: Tomassetti & Prince
(print name of agent)

to represent me/us in processing an application for: Historic District Council Certificate of Approval
(type of application)

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

(Signature of owner)

(Signature of owner)

T Scott Dennis
(Print name of owner)
Authorized Representative of
Harbor View-Artisan, LLC

(Print name of owner)

STATE OF FLORIDA
COUNTY OF NASSAU ss

Sworn to (or affirmed) and subscribed before me by means of ☑ physical presence or ☐ online notarization, this 24 day of April, 20 20, by _____.

Laura
Notary Public

Laura Milton
Printed Name

7/2/2022
My Commission Expires

Personally Known ✓ OR Produced Identification _____ ID Produced: _____

NOTARY PUBLIC STATE OF FLORIDA

LAURA MILTON
Commission # GG 304658
Expires July 2, 2022
Bonded Thru Budget Notary Services

Acknowledgment and Waiver of Rights: Fernandina Beach CMT Hearing

I, the undersigned Applicant or Agent, and Property Owner, hereby acknowledge and agree that:

- Applicant and/or Property Owner has the option of deferring their case to be heard at a future date under established non-emergency procedures.
- Applicant and/or Property Owner knowingly and willingly chooses to proceed to hearing under the Communications Media Technology (CMT) Quasi-Judicial, Legislative, and Administrative Hearing Procedures for the City of Fernandina Beach.
- CMT procedures are held only during a declared State of Emergency by the Governor. Such procedures may or may not comply with Florida Statutes or case law governing Quasi-Judicial, Legislative, or Administrative Hearings. CMT procedures must comply with Section 120.54(5)(b)(2), Fla. Stats.
- For quasi-judicial hearing: An opportunity for persons to speak on each agenda item or case will be made available after the applicant and staff have made their presentations on each item. All testimony, including public testimony and evidence by affected parties, will be made under oath or affirmation. Additionally, each person who gives testimony may be subject to cross-examination. If you do not wish to be either cross-examined or sworn, your testimony will be given its due weight. Affected parties will be permitted to cross-examine witnesses and parties. However, the public may request the Board Chair or moderator to ask questions of parties or witnesses on their behalf. Persons representing organizations must present evidence of their authority to speak for the organization.
- For all quasi-judicial hearings except appeals, witness lists and exhibits to be presented by applicants and affected parties must be submitted to the City Attorney's Office three (3) business days in advance of the hearing. "Affected Parties" are defined as residents of the City.
- Decisions and Orders of any board or commission may be subject to challenge by private parties, government agencies, and affected or aggrieved persons. Further, such Orders or Decisions are subject to be overturned by a court of competent jurisdiction. Applicant and/or Property Owner agree to indemnify and hold harmless the City of Fernandina Beach, its boards and commission, staff, and appointed and elected officials, for any and all claims arising out of Applicant and/or Property Owner's decision to proceed to hearing utilizing CMT procedures. Applicant and/or Property Owner agree to pay all reasonable attorneys' fees and costs incurred by the City in defending the decision or order of the board or commission utilizing CMT procedures related to your hearing.
- Applicant and/or Property Owner fully understand the risks and costs of litigation and have independently assessed these risks and costs and choose to proceed with hearing of the application utilizing CMT procedures.

Applicant and/or Property Owner further acknowledges that they have had an opportunity to consult with and be represented by counsel of their choosing and is advised to do so. Applicant and/or Property Owner freely, without duress or coercion, and based on Applicant's and/or Property Owner's own judgment wish to proceed with hearing of their application utilizing CMT hearing procedures.

PROPERTY OWNER – Harbor-View Artisan, LLC

SIGNATURE: _____

NAME: Tim Ritch

STATE OF FLORIDA
COUNTY OF NASSAU

I HEREBY CERTIFY that on this day, personally appeared before me, by means of [X] physical presence or [__] online notarization, Tim Ritch, who is personally known to me or who has produced _____ as identification, who is the person described in and who executed the foregoing instrument and who acknowledged before me that he/she executed the same for the uses and purposes therein expressed.
Witness my hand and official seal, this 7 day of May, 2020.

Sara Johanns
Notary Public, State of Florida

SARA JOHANNS
MY COMMISSION # FF 992884
EXPIRES: May 16, 2020
Bonded Thru Budget Notary Services

PROPERTY OWNER'S AGENT

SIGNATURE: Teresa L Prince
NAME: Teresa L. Prince

STATE OF FLORIDA
COUNTY OF NASSAU

I HEREBY CERTIFY that on this day, personally appeared before me, by means of [X] physical presence or [__] online notarization, Teresa L. Prince, who is personally known to me or who has produced _____ as identification, who is the person described in and who executed the foregoing instrument and who acknowledged before me that he/she executed the same for the uses and purposes therein expressed.
Witness my hand and official seal, this 8th day of May, 2020.

JAIME HERRMANN
Notary Public-State of Florida
Commission # GG 361349
My Commission Expires
September 21, 2023

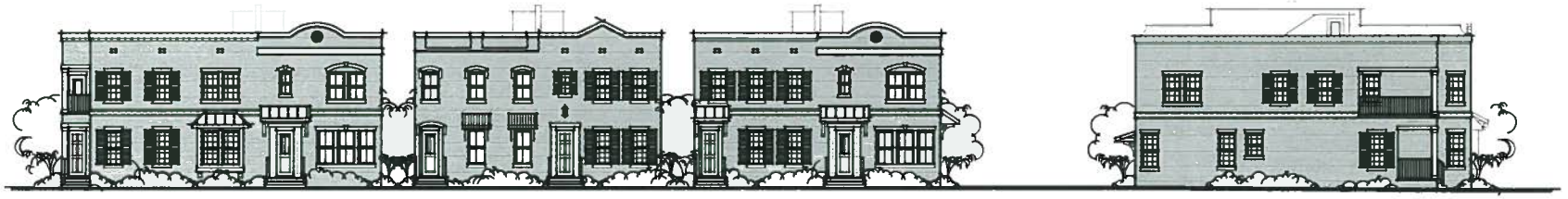
Jaime Herrmann
Notary Public, State of Florida

HARBOR VIEW-ARTISAN LLC

117 3rd St. (Lot 25, Unit 21) & 111 3rd St. (Lot 26, Unit 22)

EXHIBIT 1

Beech St Streetscape



2nd St Streetscape

3rd St Streetscape

21 22

Streetscape

ARTISAN HOMES

HARBOR VIEW
17011
AA26002897
03.14.2017
©2017 Housing Design Matters

HOUSING DESIGN MATTERS

Front Elevation lot 25, unit 21/ lot 26, unit 22 (*Reversed)

(Approved per HDC)

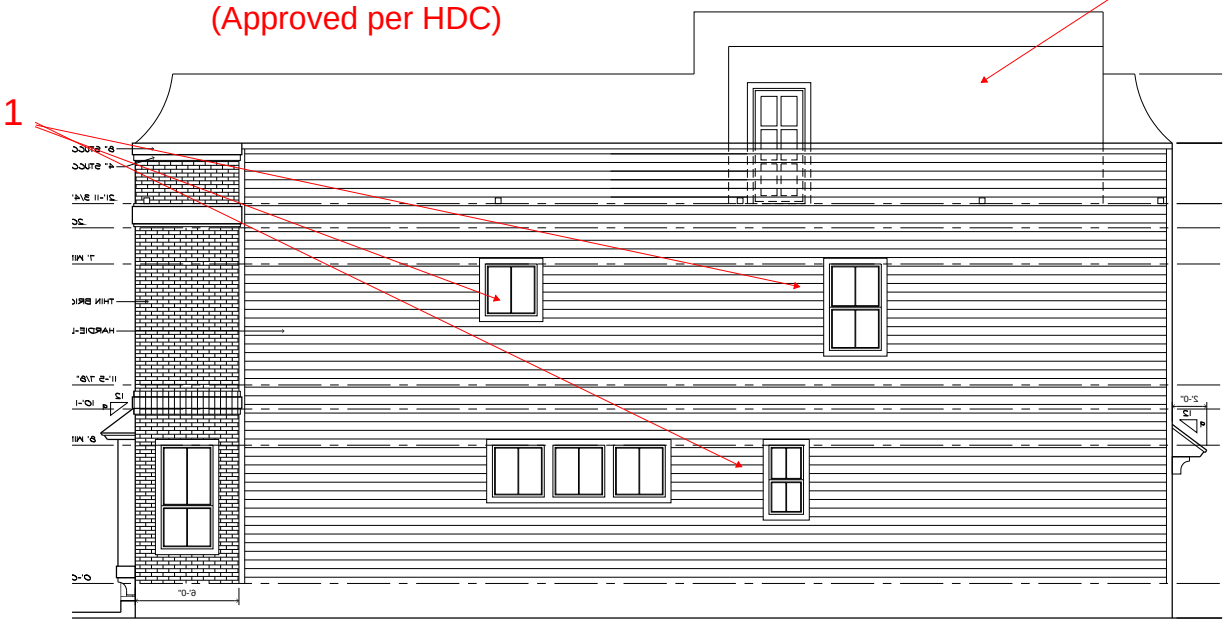
* Details provided on pages 9-11

Side Elevation - Lot 8, 10, 12, 21 Reversed

(Approved per HDC)

2

1



Summary Notes:

1. Window location change
2. Redesign and relocate exit corridor to rear of rooftop to accommodate elevator

ARTISAN HOMES

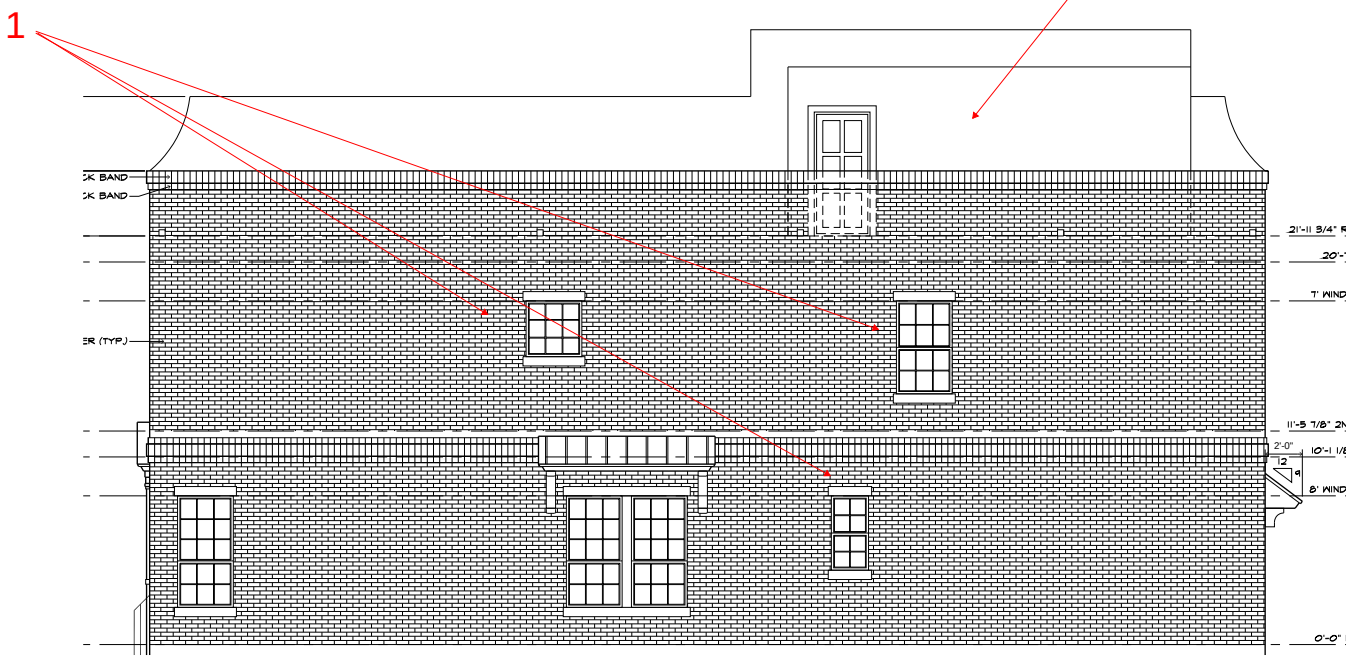
Proposed changes

Side Elevation - Lot 22

(Approved per HDC)

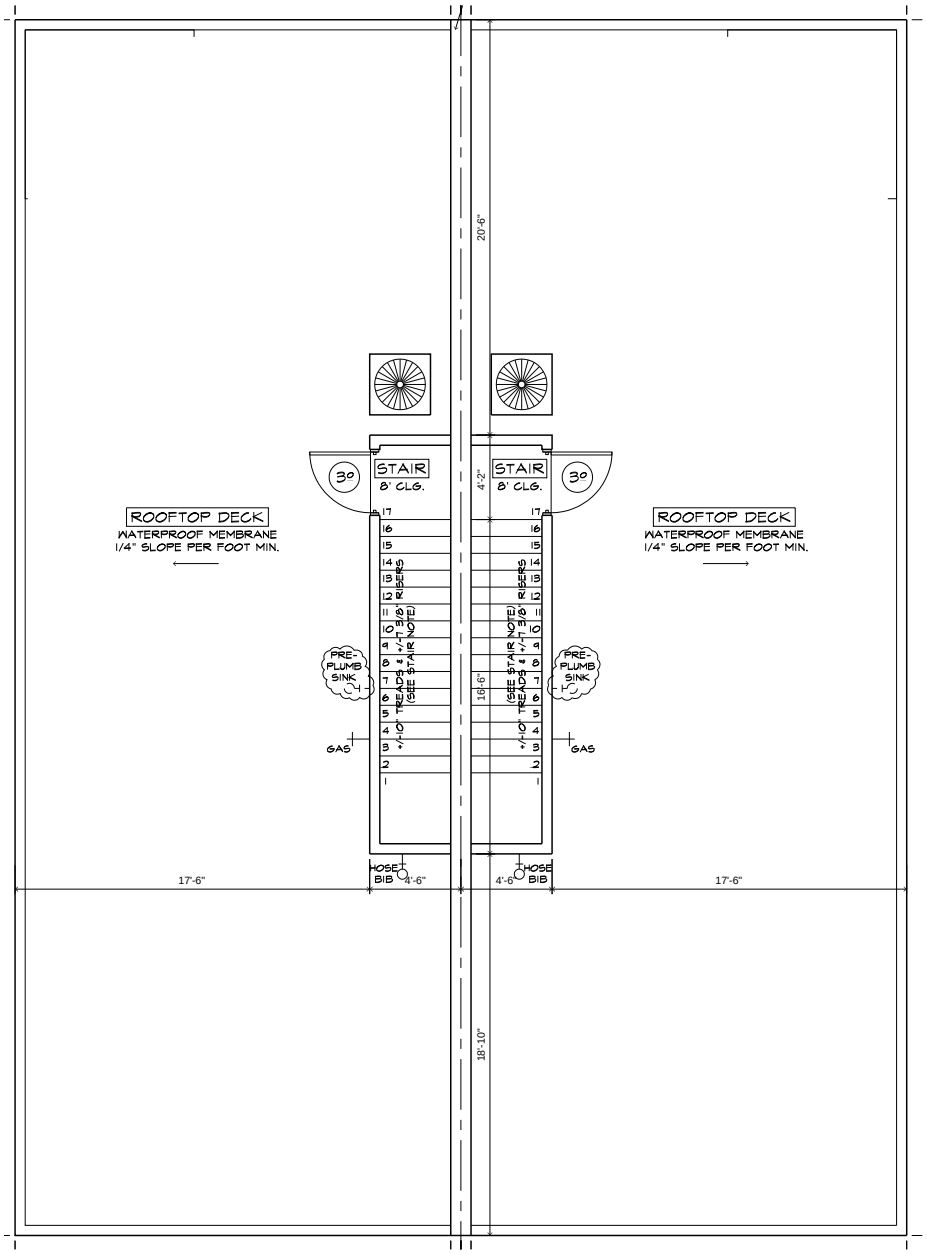
Summary Notes:

1. Window location change
2. Redesign and relocate exit corridor to rear of rooftop to accommodate elevator

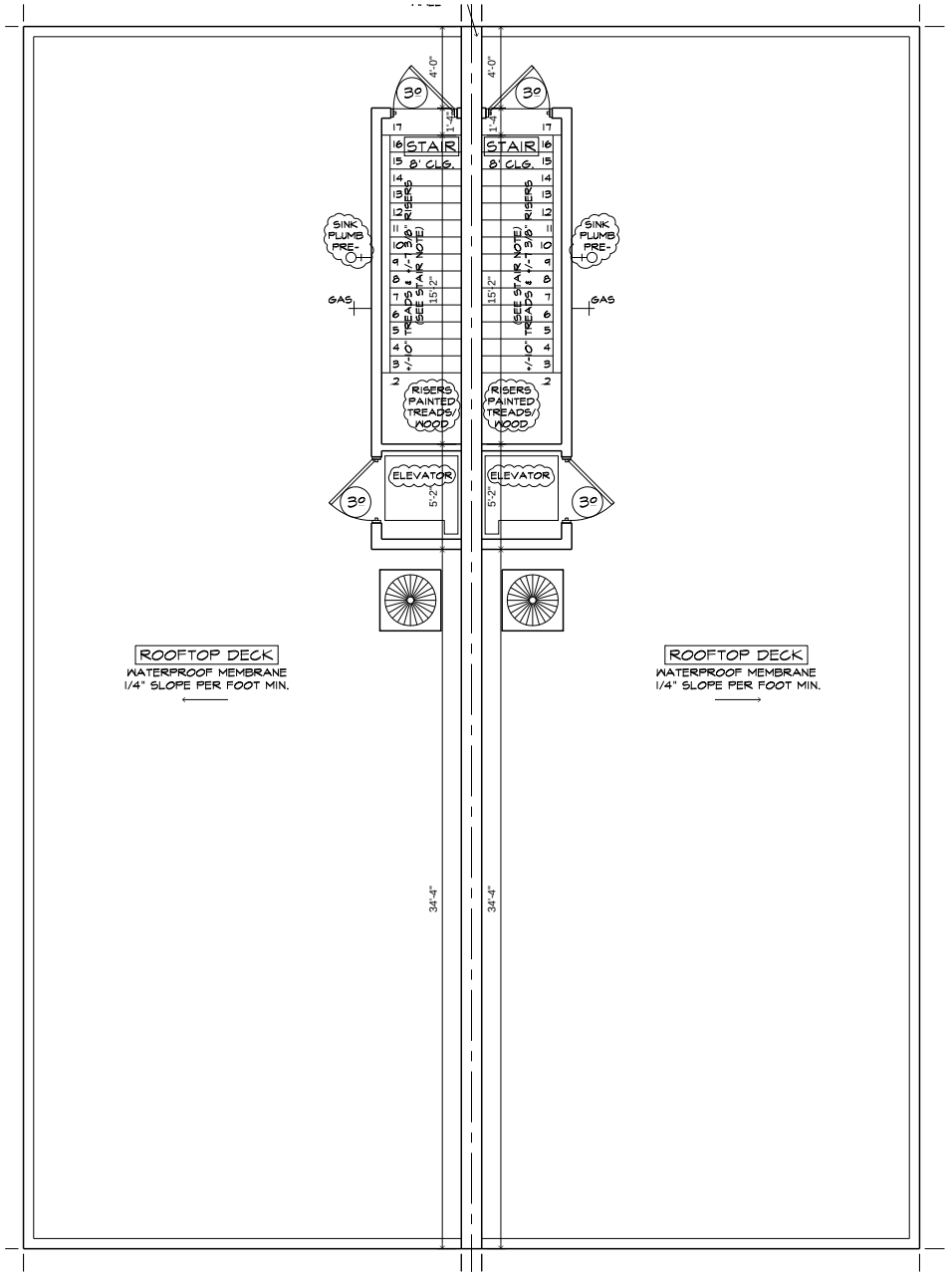


Proposed changes

ARTISAN HOMES



Original rooftop design

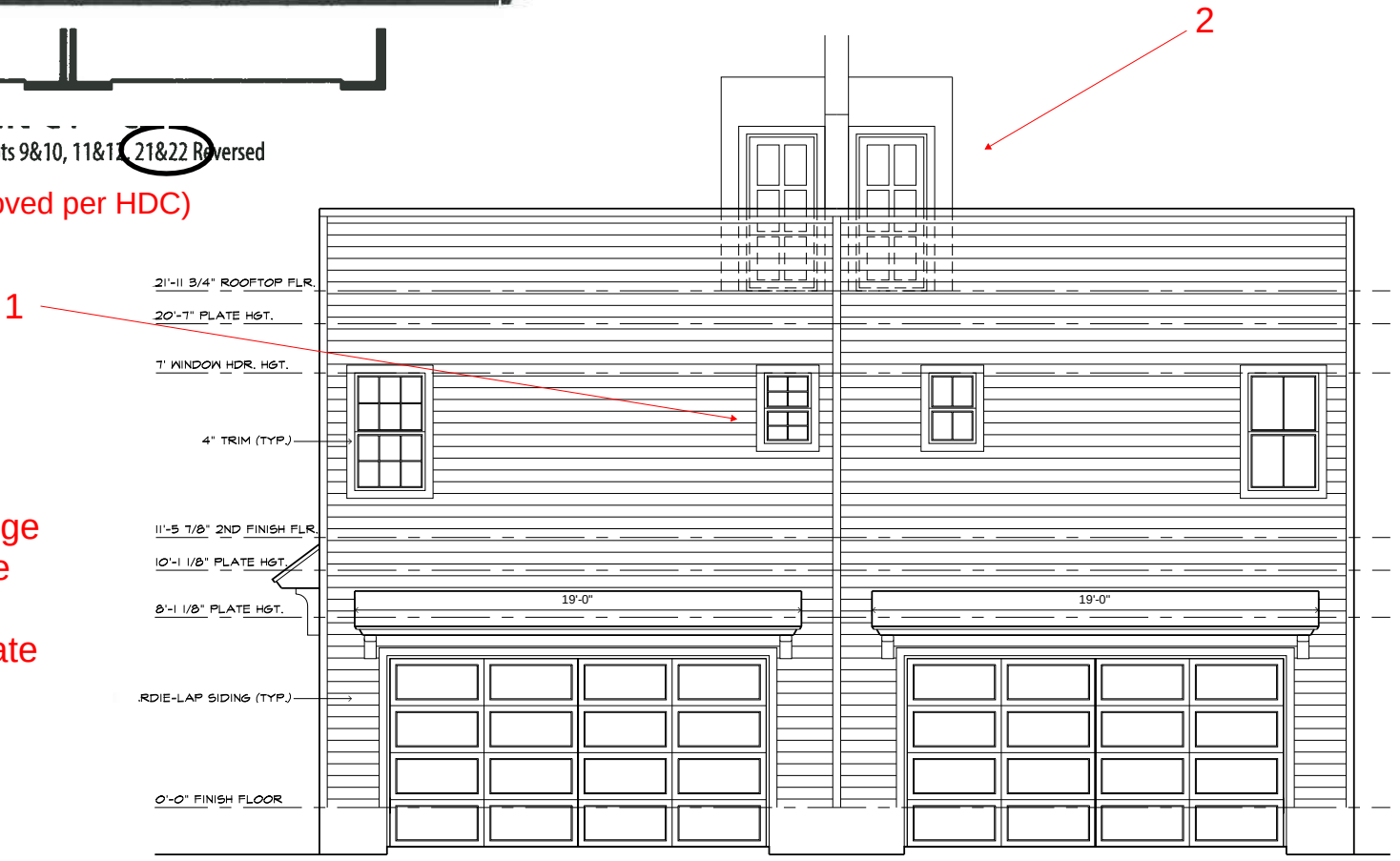


New design

* The new design incorporating the elevator reduces the visual impact of the exit corridor from the street view

Rear Elevation - Lots 9&10, 11&12, 21&22 Reversed

(Approved per HDC)



Summary Notes:

1. Window location change
2. Redesign and relocate exit corridor to rear of rooftop to accommodate elevator

ARTISAN HOMES

Proposed changes

Unit C1 - C2

Front Elevation - Lots 9&10, 11&12, 21&22 Reversed

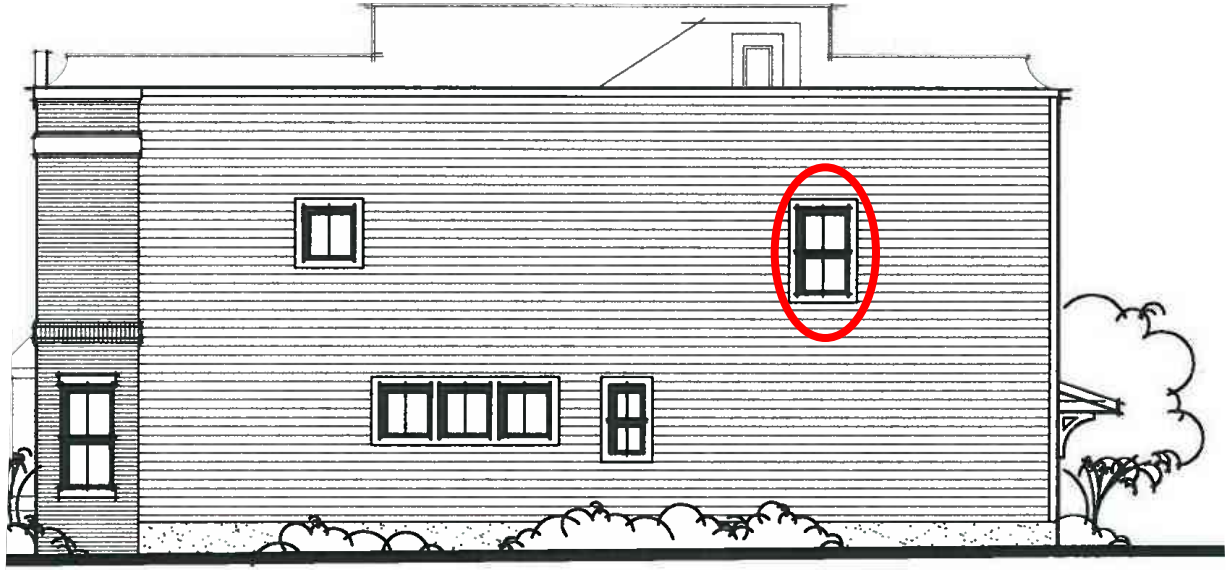
Original design documentation detailing the reversal

19 20 21 22

(Rendering in HDC agenda packet)

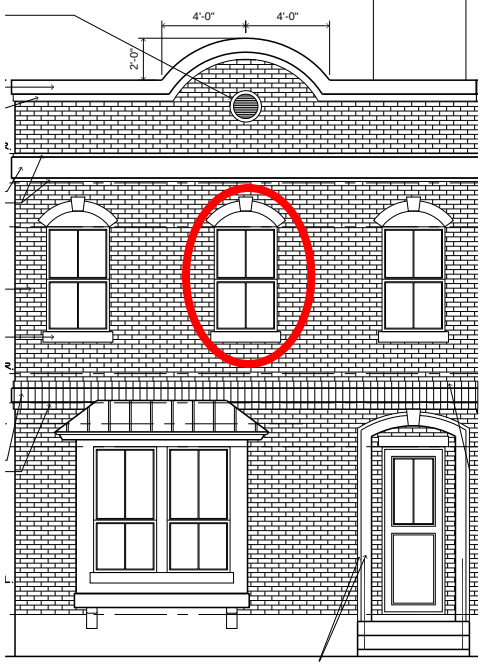
19 20 21 22

(Actual front elevations)

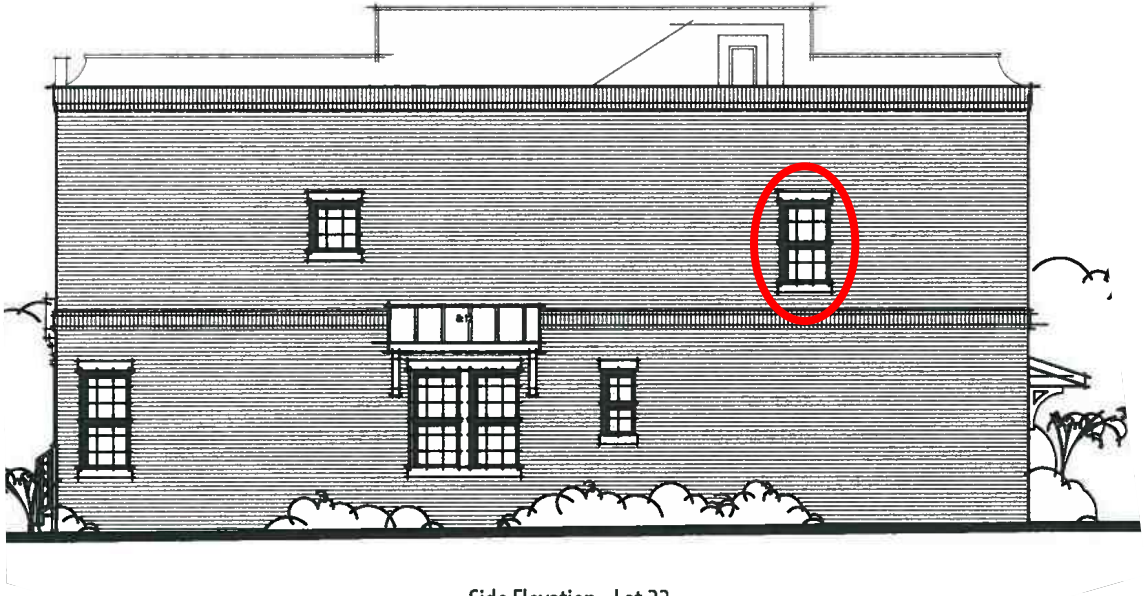


Side Elevation - Lot 8, 10, 12, 21 Reversed

(Approved per HDC)

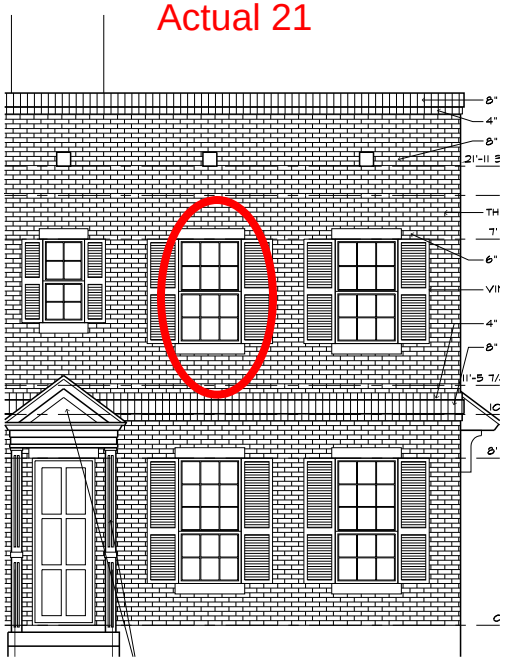


Actual 21



Side Elevation - Lot 22

(Approved per HDC)



Actual 22

* Above are the approved side elevations and the actual proposed front elevations which details the intent to reverse the front elevations as shown by the window grid details on the approved side elevations which match the actual proposed front elevations.

*NOTE: INSTALLATION AND INSPECTION AND SCHEDULED MAINTENANCE OF DRAINAGE GALLERY SHALL COMPLY WITH SJRWMD ENVIRONMENTAL RESOURCE PERMIT APPLICANTS HANDBOOK, VOLUME I PART V AND VOLUME II PART II AND PART V

LOT #

ADDRESS

BUILDING #

PERMIT #

S. 2ND STREET

BEECH STREET

S. 3RD STREET

EXIST. 12" PVC STORM PIPE

PROPOSED INFILTRATION GALLERY (SEE SHEET DT-1 FOR DETAILS)

S-2 (SEE SHEET DT-1)

6" RAISED SIDEWALK (TYP)

POST-DEVELOPMENT DRAINAGE BASIN BOUNDARY (TYP)

CONTRACTOR TO FIELD VERIFY EXIST. INV. EL. OF EXIST. PIPE AND CONNECT TO NEW S-OFF1

NEW 12" PVC PIPE

NEW 45° BEND CONNECT TO EXIST. 12" PVC

EXIST. 12" PVC

EXIST. STORM DRAIN MANHOLE

MODIFY/CURB CUT

PEDESTRIAN CROSSING STOP BAR

PAVERS (SEE SHEET DT-1 FOR DETAILS)

CONC. DRIVE ISLE (SEE DETAILS THIS SHEET)

PROPERTY LINE (TYP)

SLOPE DOWN FROM D/W TO EXIST. GRADE (SEE SHEET DR-3 FOR ELEVATIONS)

CROSSWALK

VALLEY CURB

TWO STORY BUILDING

ONE STORY BUILDING

TWO STORY BUILDING

LOT #	ADDRESS	BUILDING #	PERMIT #
1	114	3/4	20181789
2	120		20181982
3	126		20181784
4	132		20181945
5	138		20182274
6	144		20182280
7	205	10/11	20181772
8	211	12	
9	217	13	
10	223	14	20181924
11	229	15	
12	235	16	
13	241	17	20181765
14	247	18	20181760
15	153	20	20173785
16	147		
17	141	18	20173779
18	135		
19	129	19	20173764
20	123		
21	117	21	20173760
22	111		

DA-1 0.28 AC

DA-2 0.28 AC

DA-3 0.40 AC

DA-4 0.56 AC

DA-5 0.23 AC

DA-6 0.56 AC

FF.EL = 12.00

FF.EL = 12.50

FF.EL=11.55

FF.EL=11.65

FF.EL=11.70

FF.EL=11.75

*NOTE: ALL ELEVATIONS BASED ON NAVD '88

STORM STRUCTURE TABLE

NAME	TYPE	TOP/ INLET ELEV.	INVERT ELEVATION N	S	E	W
S-1	MES	–	5.50	–	–	–
S-2	TYPE "C" INLET	10.91	–	9.00	8.75	–
S-3	TYPE "C" INLET	10.91	8.75	–	8.75	8.75
S-4	MANHOLE	10.97	–	–	8.75	8.75
S-5	TYPE "C" INLET	10.91	–	–	–	8.75
S-6	TYPE "C" INLET	10.91	–	8.75	–	–
S-OFF1	TYPE "C" INLET	8.10	–	–	5.80	7.05
S-OFF2	MES	–	–	–	5.50	–

STORM PIPE TABLE

NAME	FROM	TO	SIZE	LENGTH	MATERIAL
P-1	S-1	S-2	15"	92'	HDPE
P-3	S-3	S-4	15"	13'	HDPE
P-OFF1	S-OFF1	S-OFF2	18"	190'	PVC

*NOTE: DRAINAGE GALLERY TO CONNECT TO INLET STRUCTURES VIA ADS 6" STUB CONNECTIONS (PART NO. SC310EPE06T)

No.	By	Date	Revision
11			
10			
9			
8			
7			
6			
5	AM	8/3/17	REVISED PER CITY COMMENTS
4	AM	8/20/17	REVISED PER CONTRACTOR COMMENTS
3	AM	6/9/17	REVISED PER CITY COMMENTS
2	AM	3/28/17	TRC SUBMITTAL
1	AM	2/7/17	DEVELOPMENT-CLIENT REVIEW

Scale: 1" = 20'

Project Mgr: AG

Designed by: BMAM

Drawn by: AM

QA/QC: NG

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

Certificate of Authorization No. 9332

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

G & A

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

HARBOR VIEW

ARTISAN HOMES, LLC

OVERALL POST-DEVELOPMENT DRAINAGE PLAN

N

0 20 40

Scale in Feet

City Of Fernandina Beach Site Plan Review	Approval	Signature
Utility Mntnc. (ADA)	Yes	
Streets / Storm Water	Yes	
Water	Yes	
Waste Water	Yes	
Fire Department	Yes	
Police Department	Yes	
Parks and Recreation	Yes	
Engineering	Yes	
Planning	Yes	
Building	No	

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

1¼" ASPHALT

12" LIMEROCK BASE

TYPICAL DRIVE ISLE DETAIL

EASEMENT LINE

CENTERLINE OF DRIVEWAY

30' EASEMENT

24' PAVEMENT

0.5% 0.5%

DEPTH VARIES

2.8'

INFILTRATION GALLERY (SEE SHEET DT-1 FOR DETAILS)

TYPICAL NORTH/WAY CROSS SECTION

ASA RAY GILLETTE LICENSE NO. 58117 STATE OF FLORIDA PROFESSIONAL ENGINEER

8/31/17

Authorized Professional

Sheet No. DR-1 of 16

Issue Date August 3, 2017

Project No. 16-10.31

$$FileName$$ $$Time$$ $$Date$$

HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2017- 03 AMENDMENT
May 27, 2020

Owner/Applicant:	Harbor View-Artisan LLC/Teresa Prince
Property Address:	135 & 141 S. 3rd Street
Parcel ID #:	00-00-31-1800-0270-0210; 0-00-31-1800-0270-0220
Current zoning:	MU-1
FLUM land use category:	Mixed Use
Existing uses on the site:	Vacant
FL Master Site File #	N/A
Year Built:	N/A
Contributing Status:	Non-Contributing
Requested action:	Amendment to previously approved Certificate of Approval (COA) to relocate side and rear windows, extend rooftop exit corridor six feet to accommodate elevator shaft, add rear overhang.

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

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

HDC 2017-03 received final approval and was issued a COA for the construction of 22 two-story townhomes on April 20, 2017.

The applicant is seeking to amend the Certificate of Approval (COA) for two of the units to include: relocation of a windows on the side elevation and rear elevations, extend rooftop exit corridor six feet to accommodate elevator shaft, and add rear door overhang.

APPLICABLE GUIDELINES:

SECRETERY OF THE INTERIOR'S STANDARDS FOR REHABILITAITON
CITY OF FERNANDINA BEACH COMPREHENSIVE PLAN
CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE
CITY OF FERNANDINA BEACH WATERFRONT COMMUNITY REDEVELOPMENT AREA GUIDELINES

ANALYSIS:

Staff finds that the change in window location will have very little impact on the overall appearance of the structures and recommends approval.

Land Development Code section 8.01.01.01 calls for the Historic District Council to consider form and detail, as well as roof forms in new construction. As the structures were designed to have a shared common firewall at the rooftop, access to the roof was designed to be on each side of this shared wall to lessen the visual impact of multiple rooftop appurtenances. Adding an elevator shaft at the rear of each rooftop exit corridor will not visually detract from street view and the neighborhood. As such, staff recommends approval of this portion of the request.

STAFF RECOMMENDATION

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

Staff recommends:

Approval of Amendment to HDC 2017-03.

MOTION TO CONSIDER:

I move to **approve or deny** this amendment to HDC case number 2017-03 **with or without** conditions;

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

That this amendment to HDC case 2017-03, as presented, **is or is not** substantially compliant with the Land Development Code, the Community Redevelopment Area Guidelines, and the Secretary of the Interior's Standards to warrant approval at this time.

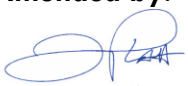
LIST OF EXHIBITS:

EXHIBIT 1 HDC 2017-03 Amendment Application and Backup Materials

Respectfully Submitted,

Salvatore J. Cumella
Historic Preservation Planner

Amended by:



Jacob M. Platt
Senior Planner

OFFICE USE ONLY

REC'D: _____ BY: _____

PAYMENT: $ _____ TYPE _____

APPLICATION #: _____

HDC CASE #: _____

APPLICATION COMPLETE: Y____ N____

PRE-CONFRENCE: Y____ N____ DATE _____

BOARD MEETING DATE: _____

PLANNER: _____DATE: _____

____ **APPROVED** ____ **DENIED**

APPLICATION FOR HISTORIC DISTRICT COUNCIL COA

REVISION

APPROVAL TYPE:	☐ Staff Approval	☒ Board Approval: Conceptual _____ or Final X

PROJECT TYPE:

☐ New Construction ☐ Addition ☐ Alteration ☐ Relocation ☐ Demolition ☐ Variance

☐ Repair ☐ Paint ☐ Fence ☐ Sign ☐ Re-roof ☐ Other:_____

PROPERTY INFORMATION *Property information can be found at the Nassau County Property Appraiser's Website → Map Search*

Street Address: 141 3rd St. (Lot 21, Unit 17) & 135 3rd St. (Lot 22, Unit 18)

Historic District: ☒ Downtown ☐ Old Town ☐ CRA Waterfront

Parcel Identification Number(s): 00-00-31-1800-0270-0210 00-00-31-1800-0270-0211

Zoning District: MU 1 - Mixed Use Lot / Block Number (optional) _____

PROJECT DESCRIPTION

Owner of Record	As recorded with the Nassau County Property Appraiser
Owner(s) Name	
Corporation or Company (if applicable)	HARBOR VIEW-ARTISAN LLC
Street Address	10365 Hood Rd. Ste. 208
City State Zip	Jacksonville, FL 32257
Telephone Number	904-429-4800
Email Address	sara@artisanhomebuilder.com

Applicant or Agent	If other than owner. If an agent will be representing the owner, an *Owner's Authorization For Agent Representation* form must be included
Applicant Name	Teresa Prince
Corporation or Company (if applicable)	HARBOR VIEW-ARTISAN LLC
Street Address	10365 Hood Rd. Ste. 208
City State Zip	Jacksonville, FL 32257
Telephone Number	904-429-4800 ext. 4
Email Address	tprince@tpislandlaw.com

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

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

- Window size and/or location change
- Redesign and relocate exit corridor to rear of rooftop to accommodate elevator
- Add overhang
- Front Elevation unit17/18 (with previously approved brick detail changes on 18)

(See attached detailed presentation for specific details on front, rear and side elevations)

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

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

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

CERTIFICATION

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.

2. I/We authorize staff from the Community Development Department to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.

3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.

7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.

8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

*9. I/We understand that Certificates of Approval are only valid for **one year** from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.*

4/22/2020
Date

Signature of Applicant

STATE OF FLORIDA
ss
COUNTY OF ~~NASSAU~~ Duval

Subscribed and sworn to before me this 22 day of 4, 2020

Notary Public: Signature

Sara Johanns
Printed Name

NOTARY PUBLIC STATE OF FLORIDA
SARA JOHANNS
MY COMMISSION # FF 992884
EXPIRES: May 16, 2020
Bonded Thru Budget Notary Services

My Commission Expires

Personally Known ✓ OR Produced Identification _____ ID Produced: _____

OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION

I /WE Harbor View-Artisan, LLC
(print name of property owner(s))

hereby authorize: Tomassetti & Prince
(print name of agent)

to represent me/us in processing an application for: Historic District Council Certificate of Approval
(type of application)

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

(Signature of owner)

(Signature of owner)

T Scott Dennis
(Print name of owner)
Authorized Representative of
Harbor View-Artisan, LLC

(Print name of owner)

STATE OF FLORIDA
COUNTY OF NASSAU ss

Sworn to (or affirmed) and subscribed before me by means of ☑ physical presence or ☐ online notarization, this 24 day of April, 20 20, by _____.

Laura
Notary Public

Laura Milton
Printed Name

7/2/2022
My Commission Expires

Personally Known ✓ OR Produced Identification _____ ID Produced: _____

NOTARY PUBLIC STATE OF FLORIDA

LAURA MILTON
Commission # GG 304658
Expires July 2, 2022
Bonded Thru Budget Notary Services

Acknowledgment and Waiver of Rights: Fernandina Beach CMT Hearing

I, the undersigned Applicant or Agent, and Property Owner, hereby acknowledge and agree that:

- Applicant and/or Property Owner has the option of deferring their case to be heard at a future date under established non-emergency procedures.
- Applicant and/or Property Owner knowingly and willingly chooses to proceed to hearing under the Communications Media Technology (CMT) Quasi-Judicial, Legislative, and Administrative Hearing Procedures for the City of Fernandina Beach.
- CMT procedures are held only during a declared State of Emergency by the Governor. Such procedures may or may not comply with Florida Statutes or case law governing Quasi-Judicial, Legislative, or Administrative Hearings. CMT procedures must comply with Section 120.54(5)(b)(2), Fla. Stats.
- For quasi-judicial hearing: An opportunity for persons to speak on each agenda item or case will be made available after the applicant and staff have made their presentations on each item. All testimony, including public testimony and evidence by affected parties, will be made under oath or affirmation. Additionally, each person who gives testimony may be subject to cross-examination. If you do not wish to be either cross-examined or sworn, your testimony will be given its due weight. Affected parties will be permitted to cross-examine witnesses and parties. However, the public may request the Board Chair or moderator to ask questions of parties or witnesses on their behalf. Persons representing organizations must present evidence of their authority to speak for the organization.
- For all quasi-judicial hearings except appeals, witness lists and exhibits to be presented by applicants and affected parties must be submitted to the City Attorney's Office three (3) business days in advance of the hearing. "Affected Parties" are defined as residents of the City.
- Decisions and Orders of any board or commission may be subject to challenge by private parties, government agencies, and affected or aggrieved persons. Further, such Orders or Decisions are subject to be overturned by a court of competent jurisdiction. Applicant and/or Property Owner agree to indemnify and hold harmless the City of Fernandina Beach, its boards and commission, staff, and appointed and elected officials, for any and all claims arising out of Applicant and/or Property Owner's decision to proceed to hearing utilizing CMT procedures. Applicant and/or Property Owner agree to pay all reasonable attorneys' fees and costs incurred by the City in defending the decision or order of the board or commission utilizing CMT procedures related to your hearing.
- Applicant and/or Property Owner fully understand the risks and costs of litigation and have independently assessed these risks and costs and choose to proceed with hearing of the application utilizing CMT procedures.

Applicant and/or Property Owner further acknowledges that they have had an opportunity to consult with and be represented by counsel of their choosing and is advised to do so. Applicant and/or Property Owner freely, without duress or coercion, and based on Applicant's and/or Property Owner's own judgment wish to proceed with hearing of their application utilizing CMT hearing procedures.

PROPERTY OWNER – Harbor-View Artisan, LLC

SIGNATURE: _____

NAME: Tim Ritch

STATE OF FLORIDA
COUNTY OF NASSAU

I HEREBY CERTIFY that on this day, personally appeared before me, by means of [X] physical presence or [__] online notarization, Tim Ritch, who is personally known to me or who has produced _____ as identification, who is the person described in and who executed the foregoing instrument and who acknowledged before me that he/she executed the same for the uses and purposes therein expressed.
Witness my hand and official seal, this 7 day of May, 2020.

Sara Johanns
Notary Public, State of Florida

SARA JOHANNS
MY COMMISSION # FF 992884
EXPIRES: May 16, 2020
Bonded Thru Budget Notary Services

PROPERTY OWNER'S AGENT

SIGNATURE: Teresa L Prince
NAME: Teresa L. Prince

STATE OF FLORIDA
COUNTY OF NASSAU

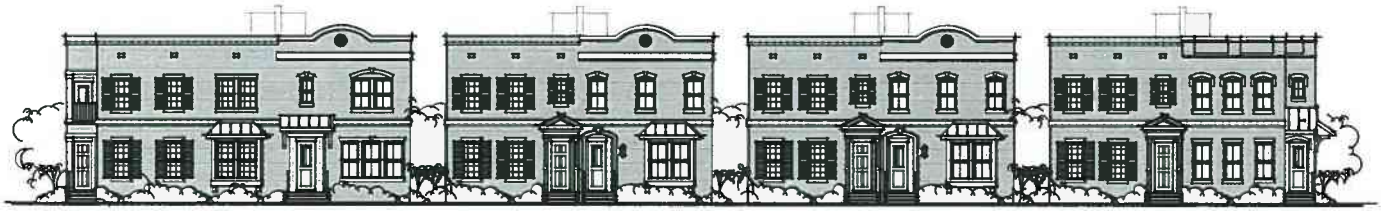
I HEREBY CERTIFY that on this day, personally appeared before me, by means of [X] physical presence or [__] online notarization, Teresa L. Prince, who is personally known to me or who has produced _____ as identification, who is the person described in and who executed the foregoing instrument and who acknowledged before me that he/she executed the same for the uses and purposes therein expressed.
Witness my hand and official seal, this 8th day of May, 2020.

JAIME HERRMANN
Notary Public-State of Florida
Commission # GG 361349
My Commission Expires
September 21, 2023

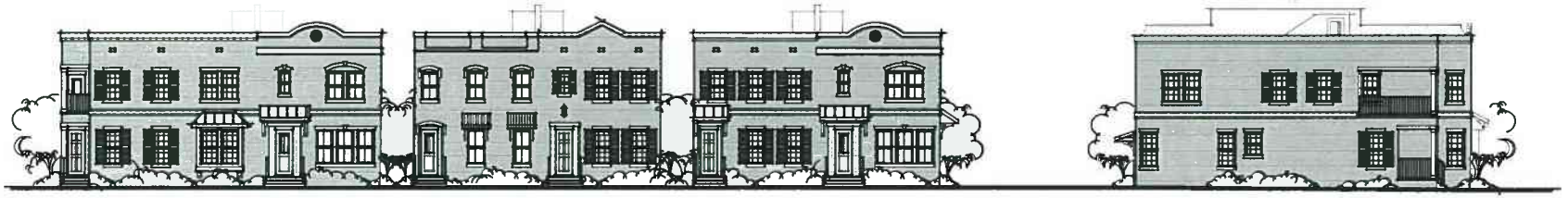
Jaime Herrmann
Notary Public, State of Florida

HARBOR VIEW-ARTISAN LLC

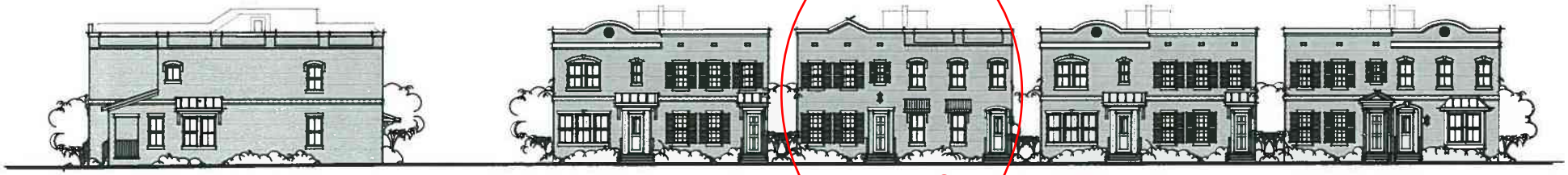
141 3rd St. (Lot 21, Unit 17) & 135 3rd St. (Lot 22, Unit 18)



Beech St Streetscape



2nd St Streetscape



3rd St Streetscape

Streetscape

ARTISAN HOMES

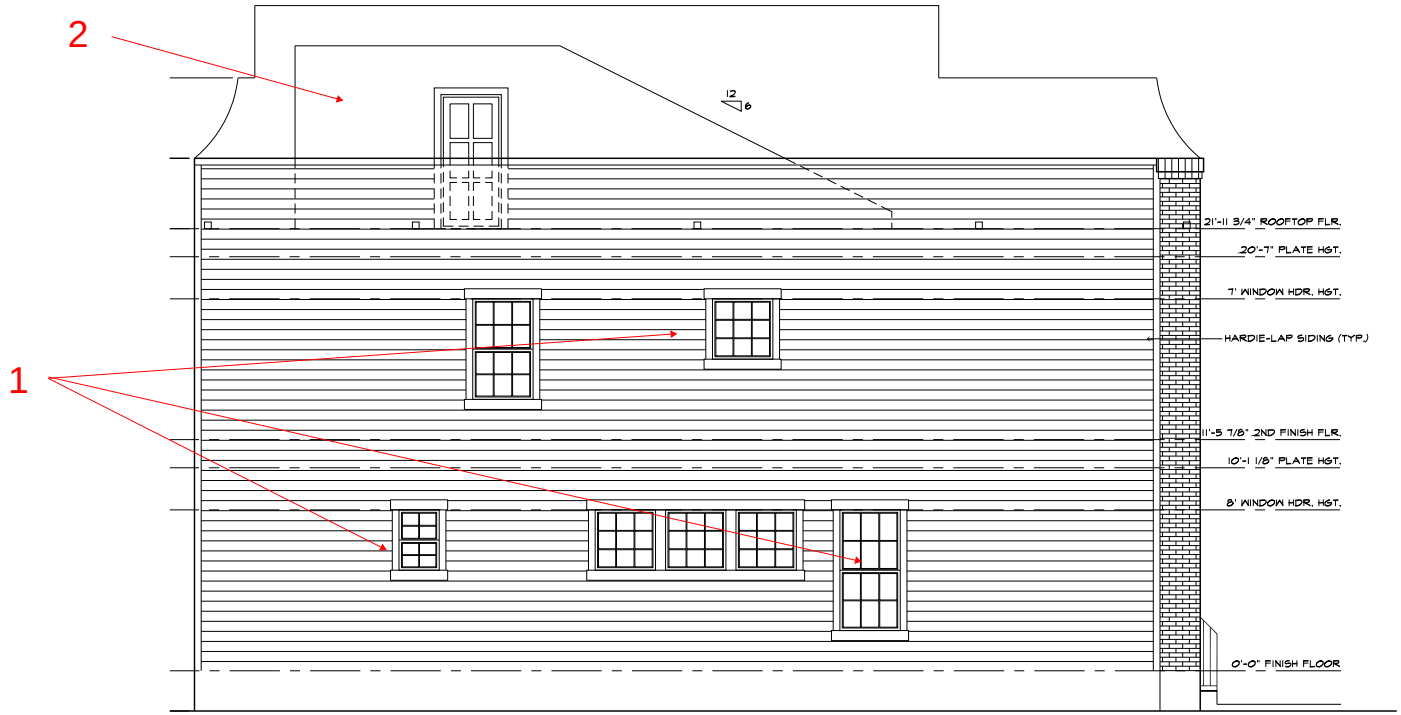
HARBOR VIEW
17011
AA26002897
03.14.2017
©2017 Housing Design Matters

HOUSING DESIGN MATTERS

Front Elevation 17/18 (with previously approved brick detail changes on 18)

Summary Notes:
1. Window location */- size change
2. Extend roof top exit corridor
   6' to accommodate
   elevator shaft and move to rear

Side Elevation - Lot 17
(Approved per HDC)

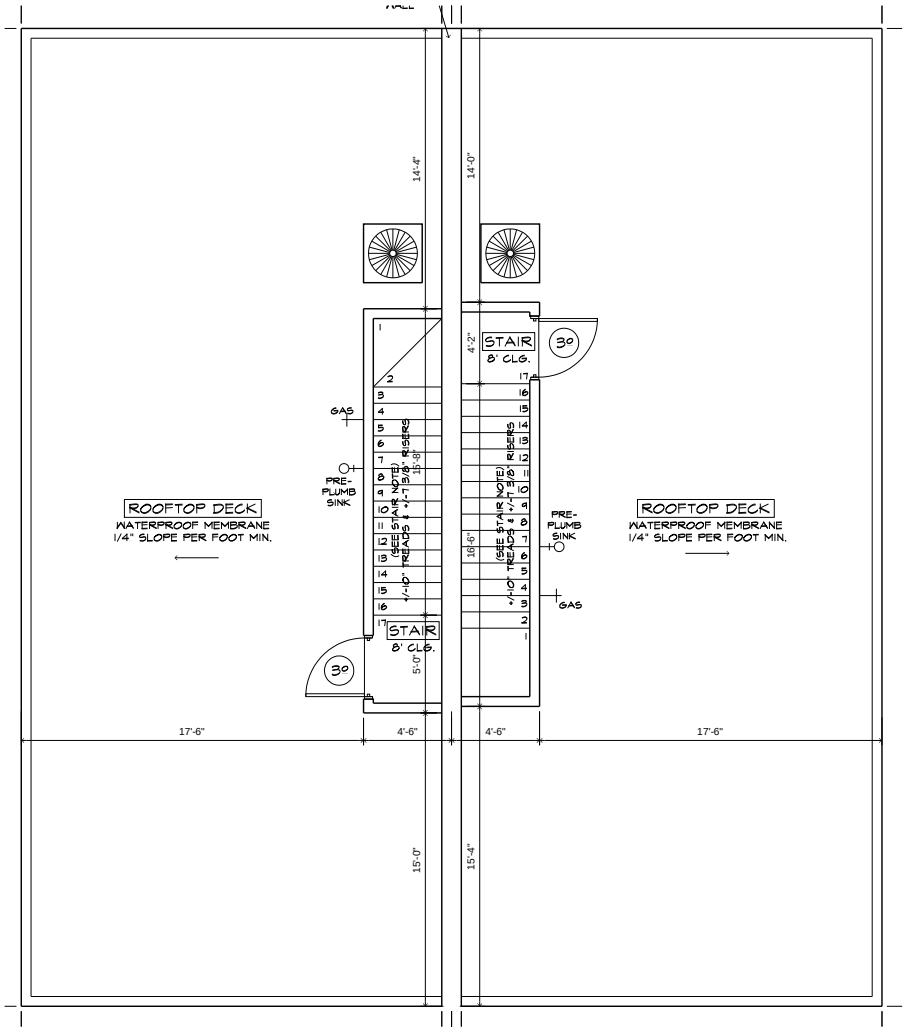


Side Elevation - Lot 17 (Reveresed)
Proposed changes

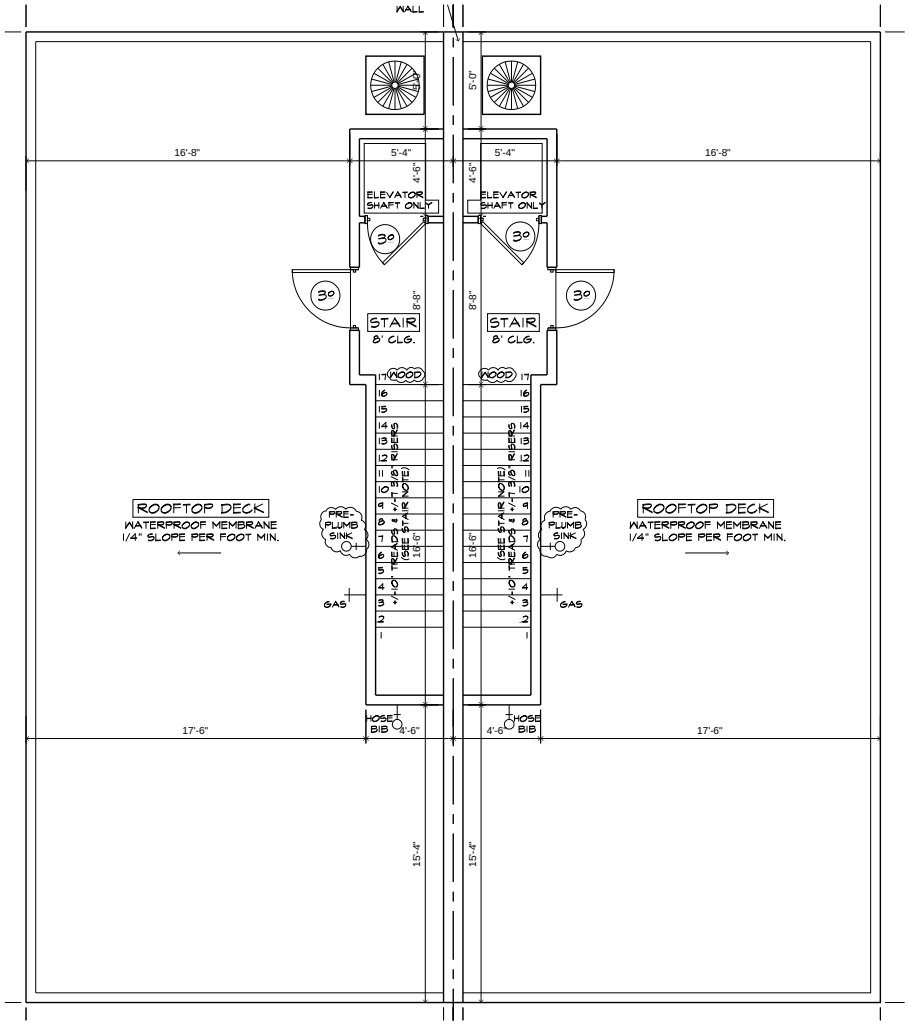
Summary Notes:

1. Extend roof top exit corridor
   6' to accommodate
   elevator shaft and move to rear

Side Elevation - Lot 18



Original rooftop design



New design

* The new design does not change the street view
or add any other independent structures to rooftop

Summary Notes:
1. Window location/size change
2. Add overhang

(Approved per HDC)

*NOTE: INSTALLATION AND INSPECTION AND SCHEDULED MAINTENANCE OF DRAINAGE GALLERY SHALL COMPLY WITH SJRWMD ENVIRONMENTAL RESOURCE PERMIT APPLICANTS HANDBOOK, VOLUME I PART V AND VOLUME II PART II AND PART V

LOT #

ADDRESS

BUILDING #

PERMIT #

S. 2ND STREET

BEECH STREET

S. 3RD STREET

EXIST. 12" PVC STORM PIPE

PROPOSED INFILTRATION GALLERY (SEE SHEET DT-1 FOR DETAILS)

S-2 (SEE SHEET DT-1)

6" RAISED SIDEWALK (TYP)

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ONE STORY BUILDING

TWO STORY BUILDING

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VALLEY CURB

CONCRETE

BRICK

WOOD

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16	147	19	
17	141	18	
18	135	17	
19	129	16	
20	123	15	
21	117	14	
22	111	13	
23		12	20173764
24		11	20173760
25		10	
26		9	
		8	20173785
		7	20173779
		6	
		5	
		4	
		3	
		2	
		1	

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SEE SHEET DR-2

SEE SHEET DR-3

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STORM PIPE TABLE

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4	AM	8/20/17	REVISED PER CONTRACTOR COMMENTS
3	AM	6/9/17	REVISED PER CITY COMMENTS
2	AM	3/28/17	TRC SUBMITTAL
1	AM	2/7/17	DEVELOPMENT-CLIENT REVIEW

Scale: 1" = 20'

Project Mgr: AG

Designed by: BMAM

Drawn by: AM

QA/QC: NG

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

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

Certificate of Authorization No. 9332

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

HARBOR VIEW

ARTISAN HOMES, LLC

OVERALL POST-DEVELOPMENT DRAINAGE PLAN

Sheet No. DR-1 of 16

Issue Date August 3, 2017

Project No. 16-10.31

N

0 20 40

Scale in Feet

City Of Fernandina Beach Site Plan Review	Approval	Signature
Utility Mntnc. (ADA)	Yes	
Streets / Storm Water	Yes	
Water	Yes	
Waste Water	Yes	
Fire Department	Yes	
Police Department	Yes	
Parks and Recreation	Yes	
Engineering	Yes	
Planning	Yes	
Building	No	

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

1¼" ASPHALT

12" LIMEROCK BASE

TYPICAL DRIVE ISLE DETAIL

EASEMENT LINE

CENTERLINE OF DRIVEWAY

30' EASEMENT

24' PAVEMENT

0.5% 0.5%

DEPTH VARIES

2.8'

RETENTION GALLERY (SEE SHEET DT-1 FOR DETAILS)

TYPICAL NORTH WAY CROSS SECTION

ASA RAY GILLETTE LICENSE NO. 58117 STATE OF FLORIDA PROFESSIONAL ENGINEER

8/3/17

Authorized Professional

HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2017- 03 AMENDMENT
May 27, 2020

Owner/Applicant:	Harbor View-Artisan LLC/Teresa Prince
Property Address:	147 & 153 S. 3rd Street
Parcel ID #:	00-00-31-1800-0270-0200; 00-00-31-1800-270-0190
Current zoning:	MU-1
FLUM land use category:	Mixed Use
Existing uses on the site:	Vacant
FL Master Site File #	N/A
Year Built:	N/A
Contributing Status:	Non-Contributing
Requested action:	Amendment to previously approved Certificate of Approval (COA) to change size and location of side and rear windows, change rear door to full view glass, extend rooftop exit corridor six feet to accommodate elevator shaft, and change garage gable to Hardie lap.

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

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

HDC 2017-03 received final approval and was issued a COA for the construction of 22 two-story townhomes on April 20, 2017.

The applicant is seeking to amend the Certificate of Approval (COA) for two of the units to include: changing the size and location of side and rear windows, change rear door to full view glass, extend rooftop exit corridor six feet to accommodate elevator shaft

APPLICABLE GUIDELINES:

SECRETERY OF THE INTERIOR'S STANDARDS FOR REHABILITAITON
CITY OF FERNANDINA BEACH COMPREHENSIVE PLAN
CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE
CITY OF FERNANDINA BEACH WATERFRONT COMMUNITY REDEVELOPMENT AREA GUIDELINES

ANALYSIS:

Staff finds that the change in window location and size will have very little impact on the overall appearance of the structures and recommends approval.

Land Development Code section 8.01.01.01 calls for the Historic District Council to consider form and detail, as well as roof forms in new construction. As the structures were designed to have a shared common firewall at the rooftop, access to the roof was designed to be on each side of this shared wall to lessen the visual impact of multiple rooftop appurtenances. Adding an elevator shaft at the rear of each rooftop exit corridor will not visually detract from street view and the neighborhood. As such, staff recommends approval of this portion of the request.

STAFF RECOMMENDATION

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

Staff recommends:

Approval of Amendment to HDC 2017-03.

MOTION TO CONSIDER:

I move to **approve or deny** this amendment to HDC case number 2017-03 **with or without** conditions;

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

That this amendment to HDC case 2017-03, as presented, **is or is not** substantially compliant with the Land Development Code, the Community Redevelopment Area Guidelines, and the Secretary of the Interior's Standards to warrant approval at this time.

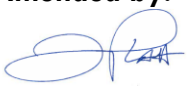
LIST OF EXHIBITS:

EXHIBIT 1 HDC 2017-03 Amendment Application and Backup Materials

Respectfully Submitted,

Salvatore J. Cumella
Historic Preservation Planner

Amended by:



Jacob M. Platt
Senior Planner

OFFICE USE ONLY

REC'D: _____ BY: _____

PAYMENT: $ _____ TYPE _____

APPLICATION #: _____

HDC CASE #: _____

APPLICATION COMPLETE: Y____ N____

PRE-CONFRENCE: Y____ N____ DATE _____

BOARD MEETING DATE: _____

PLANNER: _____DATE: _____

____ **APPROVED** ____ **DENIED**

APPLICATION FOR HISTORIC DISTRICT COUNCIL COA

REVISION

APPROVAL TYPE:	☐ Staff Approval	☒ Board Approval: Conceptual _____ or Final X

PROJECT TYPE:

☐ New Construction ☐ Addition ☐ Alteration ☐ Relocation ☐ Demolition ☐ Variance

☐ Repair ☐ Paint ☐ Fence ☐ Sign ☐ Re-roof ☐ Other:_____

PROPERTY INFORMATION *Property information can be found at the Nassau County Property Appraiser's Website → Map Search*

Street Address: 153 3rd St. (Lot 19, Unit 15) & 147 3rd St. (Lot 20, Unit 16)

Historic District: ☒ Downtown ☐ Old Town ☐ CRA Waterfront

Parcel Identification Number(s): 00-00-31-1800-0270-0190 00-00-31-1800-0270-0200

Zoning District: MU 1 - Mixed Use Lot / Block Number (optional) _____

PROJECT DESCRIPTION

Owner of Record	As recorded with the Nassau County Property Appraiser
Owner(s) Name	
Corporation or Company (if applicable)	HARBOR VIEW-ARTISAN LLC
Street Address	10365 Hood Rd. Ste. 208
City State Zip	Jacksonville, FL 32257
Telephone Number	904-429-4800
Email Address	sara@artisanhomebuilder.com

Applicant or Agent	If other than owner. If an agent will be representing the owner, an *Owner's Authorization For Agent Representation* form must be included
Applicant Name	Teresa Prince
Corporation or Company (if applicable)	HARBOR VIEW-ARTISAN LLC
Street Address	10365 Hood Rd. Ste. 208
City State Zip	Jacksonville, FL 32257
Telephone Number	904-429-4800 ext. 4
Email Address	tprince@tpislandlaw.com

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

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

- Extend roof top exit corridor 6' to accommodate elevator shaft and move to rear
- Window location change
- Window size change
- Garage gable to be Hardie lap per staff recommendation
- Full view glass door

(See attached detailed presentation for specific details on front, rear and side elevations)

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

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

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

CERTIFICATION

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.

2. I/We authorize staff from the Community Development Department to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.

3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.

7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.

8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

*9. I/We understand that Certificates of Approval are only valid for **one year** from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.*

4/22/2020
Date

Signature of Applicant

STATE OF FLORIDA
ss
COUNTY OF ~~NASSAU~~ Duval

Subscribed and sworn to before me this 22 day of 4, 2020

Notary Public: Signature

Sara Johanns
Printed Name

NOTARY PUBLIC STATE OF FLORIDA
SARA JOHANNS
MY COMMISSION # FF 992884
EXPIRES: May 16, 2020
Bonded Thru Budget Notary Services

My Commission Expires

Personally Known ✓ OR Produced Identification _____ ID Produced: _____

OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION

I /WE Harbor View-Artisan, LLC
(print name of property owner(s))

hereby authorize: Tomassetti & Prince
(print name of agent)

to represent me/us in processing an application for: Historic District Council Certificate of Approval
(type of application)

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

(Signature of owner)

(Signature of owner)

T Scott Dennis
(Print name of owner)
Authorized Representative of
Harbor View-Artisan, LLC

(Print name of owner)

STATE OF FLORIDA
COUNTY OF NASSAU ss

Sworn to (or affirmed) and subscribed before me by means of ☑ physical presence or ☐ online notarization, this 24 day of April, 20 20, by _____.

Laura
Notary Public

Laura Milton
Printed Name

7/2/2022
My Commission Expires

Personally Known ✓ OR Produced Identification _____ ID Produced: _____

NOTARY PUBLIC STATE OF FLORIDA

LAURA MILTON
Commission # GG 304658
Expires July 2, 2022
Bonded Thru Budget Notary Services

Acknowledgment and Waiver of Rights: Fernandina Beach CMT Hearing

I, the undersigned Applicant or Agent, and Property Owner, hereby acknowledge and agree that:

- Applicant and/or Property Owner has the option of deferring their case to be heard at a future date under established non-emergency procedures.
- Applicant and/or Property Owner knowingly and willingly chooses to proceed to hearing under the Communications Media Technology (CMT) Quasi-Judicial, Legislative, and Administrative Hearing Procedures for the City of Fernandina Beach.
- CMT procedures are held only during a declared State of Emergency by the Governor. Such procedures may or may not comply with Florida Statutes or case law governing Quasi-Judicial, Legislative, or Administrative Hearings. CMT procedures must comply with Section 120.54(5)(b)(2), Fla. Stats.
- For quasi-judicial hearing: An opportunity for persons to speak on each agenda item or case will be made available after the applicant and staff have made their presentations on each item. All testimony, including public testimony and evidence by affected parties, will be made under oath or affirmation. Additionally, each person who gives testimony may be subject to cross-examination. If you do not wish to be either cross-examined or sworn, your testimony will be given its due weight. Affected parties will be permitted to cross-examine witnesses and parties. However, the public may request the Board Chair or moderator to ask questions of parties or witnesses on their behalf. Persons representing organizations must present evidence of their authority to speak for the organization.
- For all quasi-judicial hearings except appeals, witness lists and exhibits to be presented by applicants and affected parties must be submitted to the City Attorney's Office three (3) business days in advance of the hearing. "Affected Parties" are defined as residents of the City.
- Decisions and Orders of any board or commission may be subject to challenge by private parties, government agencies, and affected or aggrieved persons. Further, such Orders or Decisions are subject to be overturned by a court of competent jurisdiction. Applicant and/or Property Owner agree to indemnify and hold harmless the City of Fernandina Beach, its boards and commission, staff, and appointed and elected officials, for any and all claims arising out of Applicant and/or Property Owner's decision to proceed to hearing utilizing CMT procedures. Applicant and/or Property Owner agree to pay all reasonable attorneys' fees and costs incurred by the City in defending the decision or order of the board or commission utilizing CMT procedures related to your hearing.
- Applicant and/or Property Owner fully understand the risks and costs of litigation and have independently assessed these risks and costs and choose to proceed with hearing of the application utilizing CMT procedures.

Applicant and/or Property Owner further acknowledges that they have had an opportunity to consult with and be represented by counsel of their choosing and is advised to do so. Applicant and/or Property Owner freely, without duress or coercion, and based on Applicant's and/or Property Owner's own judgment wish to proceed with hearing of their application utilizing CMT hearing procedures.

PROPERTY OWNER – Harbor-View Artisan, LLC

SIGNATURE: _____

NAME: Tim Ritch

STATE OF FLORIDA
COUNTY OF NASSAU

I HEREBY CERTIFY that on this day, personally appeared before me, by means of [X] physical presence or [__] online notarization, Tim Ritch, who is personally known to me or who has produced _____ as identification, who is the person described in and who executed the foregoing instrument and who acknowledged before me that he/she executed the same for the uses and purposes therein expressed.
Witness my hand and official seal, this 7 day of May, 2020.

Sara Johanns
Notary Public, State of Florida

SARA JOHANNS
MY COMMISSION # FF 992884
EXPIRES: May 16, 2020
Bonded Thru Budget Notary Services

PROPERTY OWNER'S AGENT

SIGNATURE: Teresa L Prince
NAME: Teresa L. Prince

STATE OF FLORIDA
COUNTY OF NASSAU

I HEREBY CERTIFY that on this day, personally appeared before me, by means of [X] physical presence or [__] online notarization, Teresa L. Prince, who is personally known to me or who has produced _____ as identification, who is the person described in and who executed the foregoing instrument and who acknowledged before me that he/she executed the same for the uses and purposes therein expressed.
Witness my hand and official seal, this 8th day of May, 2020.

JAIME HERRMANN
Notary Public-State of Florida
Commission # GG 361349
My Commission Expires
September 21, 2023

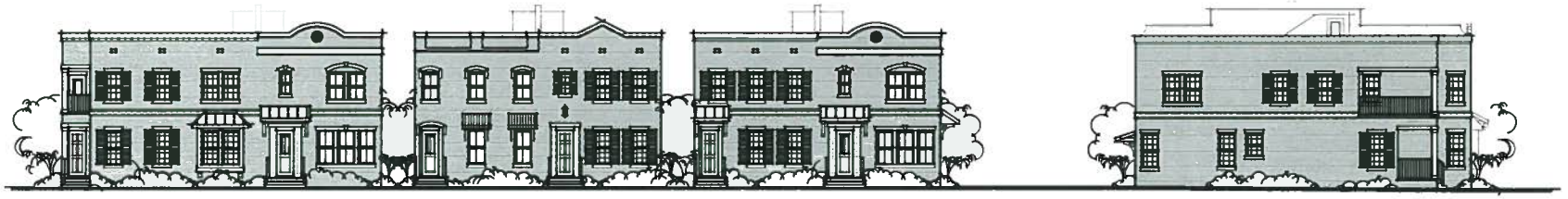
Jaime Herrmann
Notary Public, State of Florida

HARBOR VIEW-ARTISAN LLC

153 3rd St. (Lot 19, Unit 15) & 147 3rd St. (Lot 20, Unit 16)

EXHIBIT 1

Beech St Streetscape



2nd St Streetscape

3rd St Streetscape

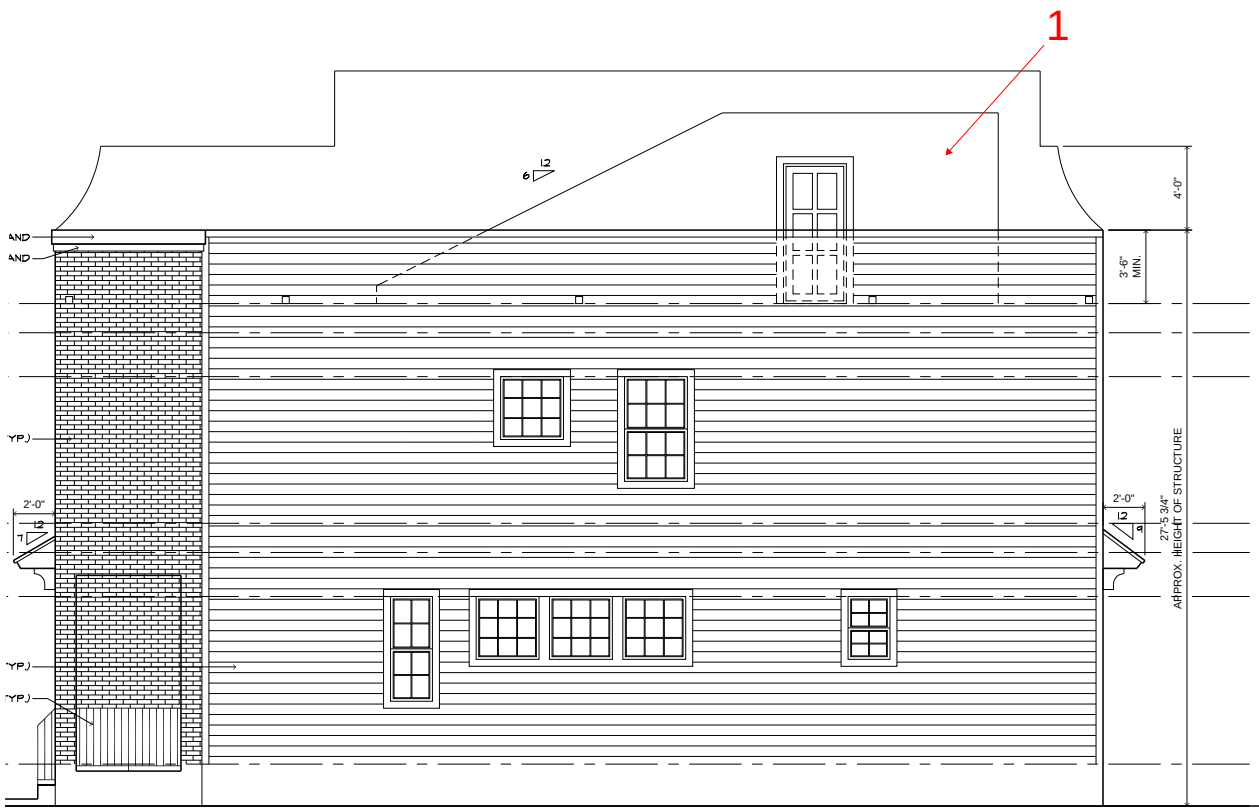
Streetscape

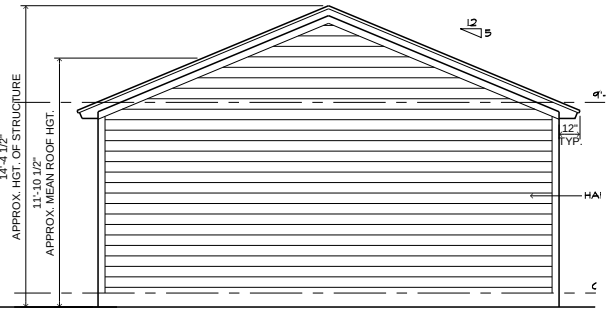
ARTISAN HOMES

HARBOR VIEW
17011
AA26002897
03.14.2017
©2017 Housing Design Matters

HOUSING DESIGN MATTERS

Front Elevation 15/16 (No changes)





Summary Notes:

1. Extend roof top exit corridor
   6' to accommodate
   elevator shaft and move to rear

Side Elevation - Lot 16

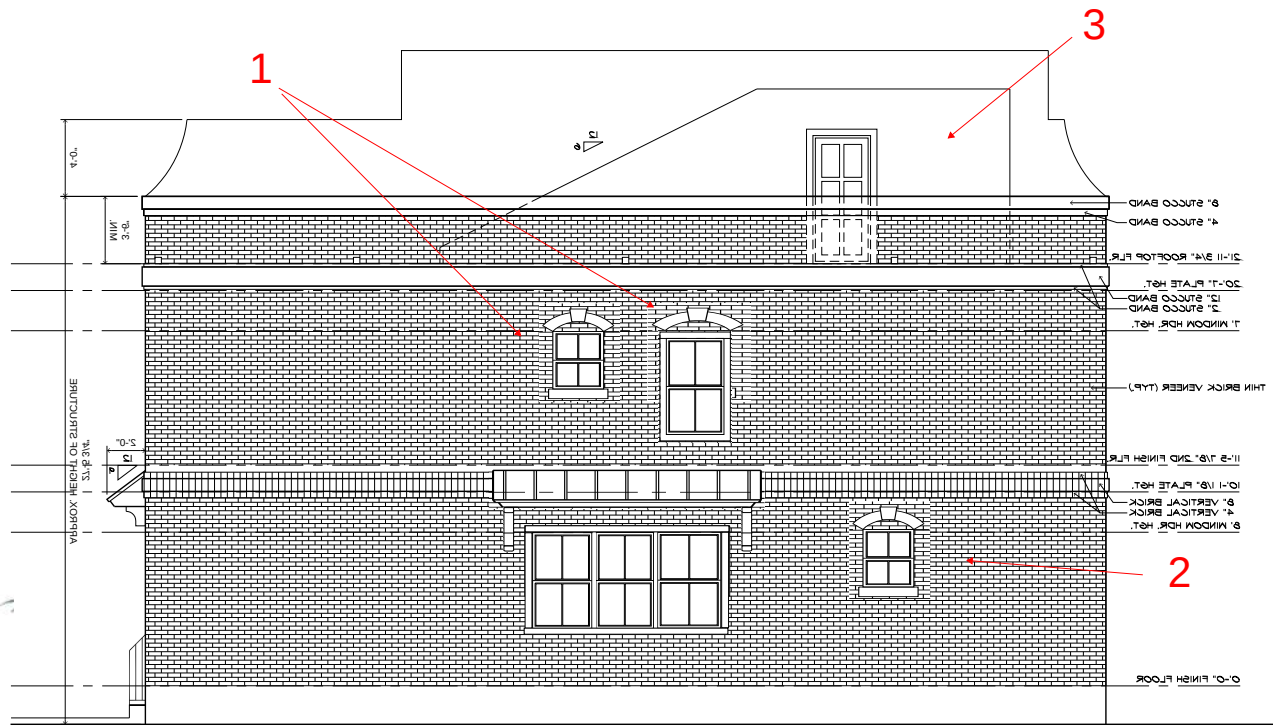
Proposed changes

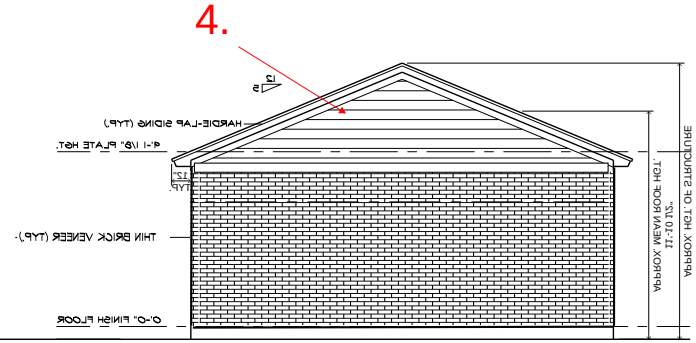
Side Elevation - Lot 15

(Approved per HDC)

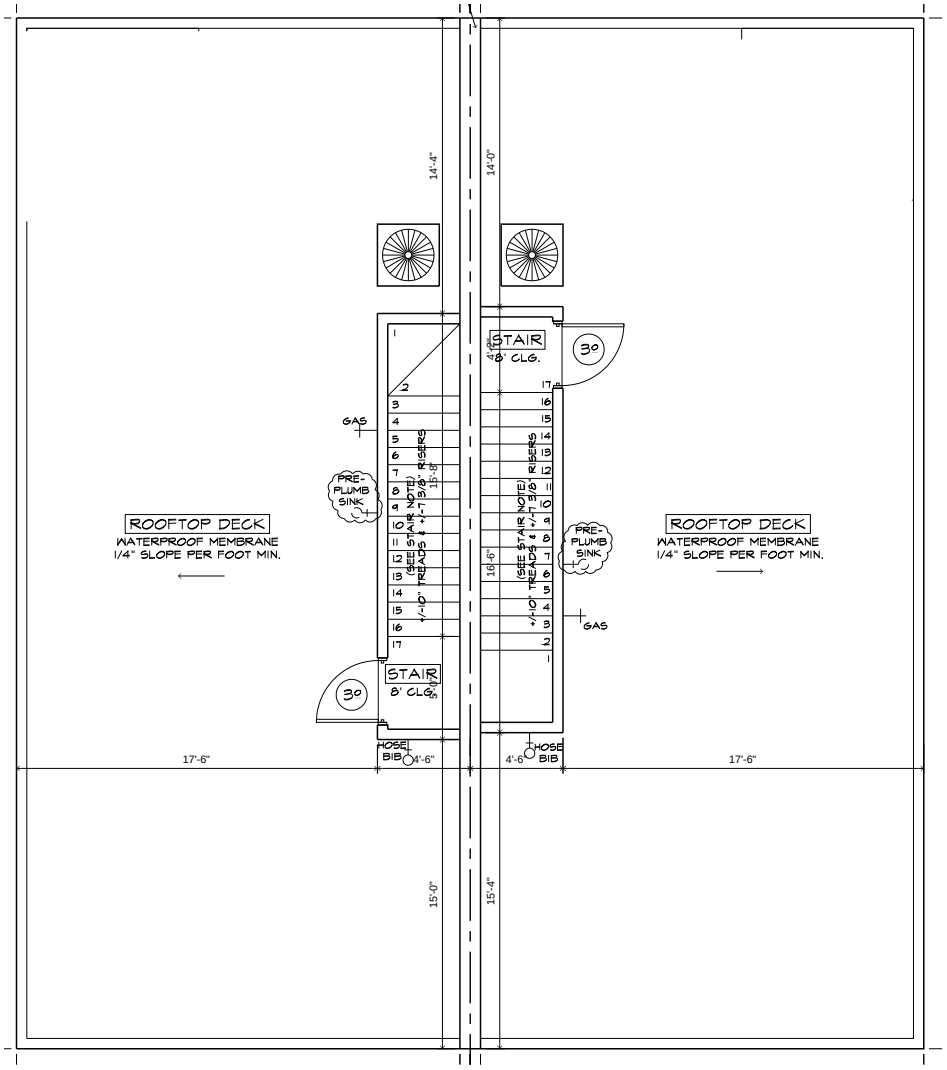
Summary Notes:

1. Window location change
2. Window size change
3. Extend roof top exit corridor 6' to accommodate elevator shaft and move to rear
4. Garage gable to be Hardie lap per staff recommendation

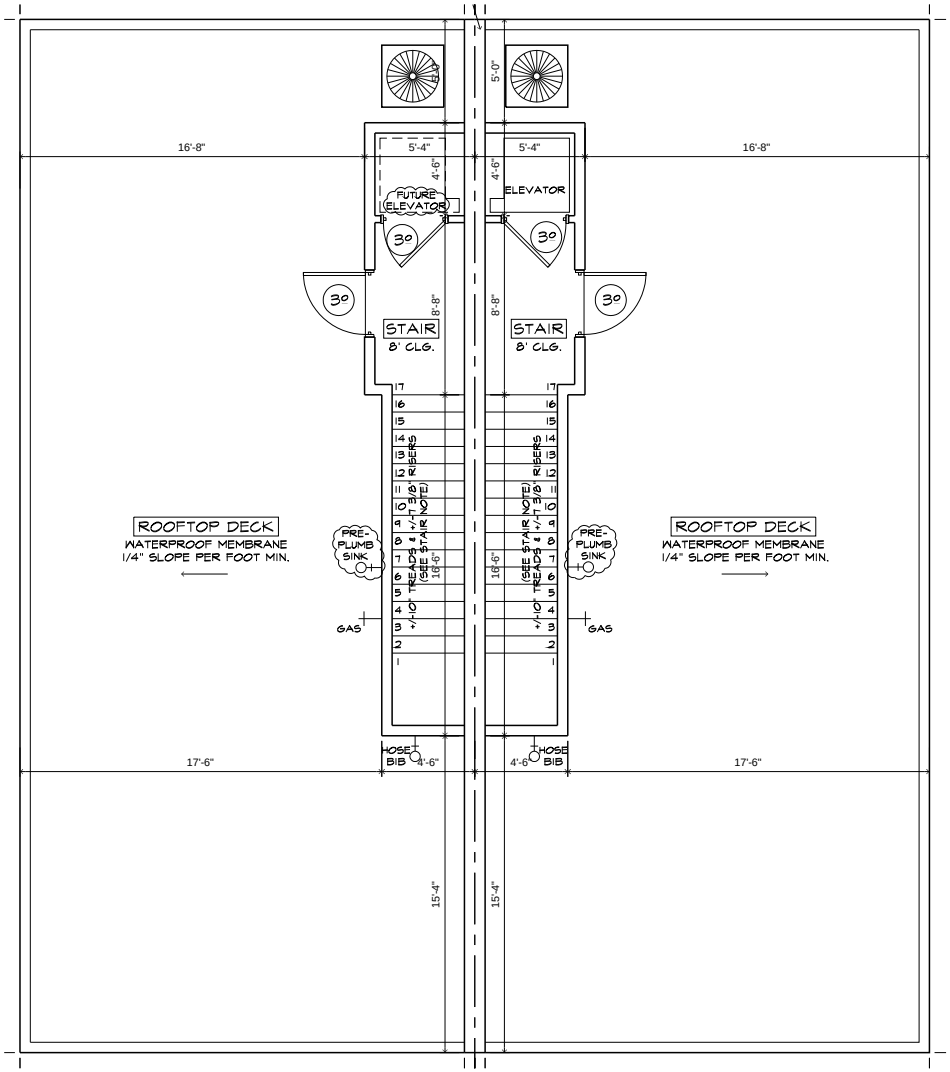




Proposed changes



Original rooftop design



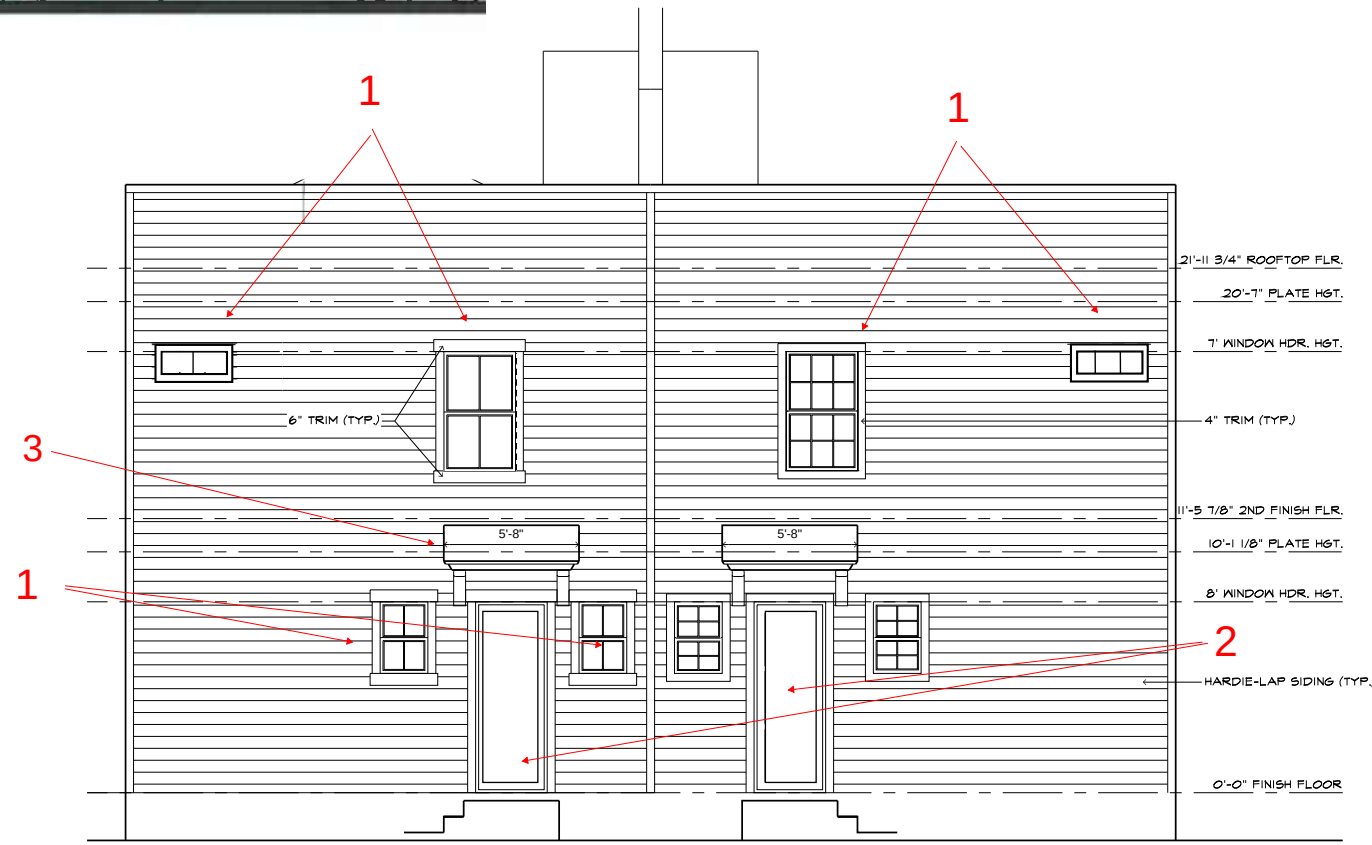
New design

* The new design does not change the street view or add any other independent structures to rooftop

Rear Elevation - Lots 5&6, 15&16 Reversed

(Approved per HDC)

Summary Notes:
1. Window location/size change
2. Full view glass door
3. Add overhang



Proposed change

15 16

*NOTE: INSTALLATION AND INSPECTION AND SCHEDULED MAINTENANCE OF DRAINAGE GALLERY SHALL COMPLY WITH SJRWMD ENVIRONMENTAL RESOURCE PERMIT APPLICANTS HANDBOOK, VOLUME I PART V AND VOLUME II PART II AND PART V

LOT #

ADDRESS

BUILDING #

PERMIT #

S. 2ND STREET

BEECH STREET

S. 3RD STREET

EXIST. 12" PVC STORM PIPE

PROPOSED INFILTRATION GALLERY (SEE SHEET DT-1 FOR DETAILS)

S-2 (SEE SHEET DT-1)

6" RAISED SIDEWALK (TYP)

POST-DEVELOPMENT DRAINAGE BASIN BOUNDARY (TYP)

CONTRACTOR TO FIELD VERIFY EXIST. INV. EL. OF EXIST. PIPE AND CONNECT TO NEW S-OFF1

NEW 12" PVC PIPE

NEW 45° BEND CONNECT TO EXIST. 12" PVC

EXIST. 12" PVC

EXIST. STORM DRAIN MANHOLE

MODIFY/CURB CUT

PEDESTRIAN CROSSING STOP BAR

PAVERS (SEE SHEET DT-1 FOR DETAILS)

CONC. DRIVE ISLE (SEE DETAILS THIS SHEET)

PROPERTY LINE (TYP)

SLOPE DOWN FROM D/W TO EXIST. GRADE (SEE SHEET DR-3 FOR ELEVATIONS)

CROSSWALK

VALLEY CURB

TWO STORY BUILDING

ONE STORY BUILDING

TWO STORY BUILDING

LOT #	ADDRESS	BUILDING #	PERMIT #
1	114	3/4	20181789
2	120		20181982
3	126		20181784
4	132		20181945
5	138		20182274
6	144		20182280
7	205	10/11	20181772
8	211	12	
9	217	13	
10	223	14	20181924
11	229	15	
12	235	16	
13	241	17	20181765
14	247	18	20181760
15	153	20	20173785
16	147		
17	141	18	20173779
18	135		
19	129	19	20173764
20	123		
21	117	21	20173760
22	111		

DA-1 0.28 AC

DA-2 0.28 AC

DA-3 0.40 AC

DA-4 0.56 AC

DA-5 0.23 AC

DA-6 0.56 AC

FF.EL = 12.00

FF.EL = 12.50

FF.EL=11.55

FF.EL=11.65

FF.EL=11.70

FF.EL=11.75

*NOTE: ALL ELEVATIONS BASED ON NAVD '88

STORM STRUCTURE TABLE

NAME	TYPE	TOP/ INLET ELEV.	INVERT ELEVATION N	S	E	W
S-1	MES	–	5.50	–	–	–
S-2	TYPE "C" INLET	10.91	–	9.00	8.75	–
S-3	TYPE "C" INLET	10.91	8.75	–	8.75	8.75
S-4	MANHOLE	10.97	–	–	8.75	8.75
S-5	TYPE "C" INLET	10.91	–	–	–	8.75
S-6	TYPE "C" INLET	10.91	–	8.75	–	–
S-OFF1	TYPE "C" INLET	8.10	–	–	5.80	7.05
S-OFF2	MES	–	–	–	5.50	–

STORM PIPE TABLE

NAME	FROM	TO	SIZE	LENGTH	MATERIAL
P-1	S-1	S-2	15"	92'	HDPE
P-3	S-3	S-4	15"	13'	HDPE
P-OFF1	S-OFF1	S-OFF2	18"	190'	PVC

*NOTE: DRAINAGE GALLERY TO CONNECT TO INLET STRUCTURES VIA ADS 6" STUB CONNECTIONS (PART NO. SC310EPE06T)

No.	By	Date	Revision
11			
10			
9			
8			
7			
6			
5	AM	8/3/17	REVISED PER CITY COMMENTS
4	AM	8/20/17	REVISED PER CONTRACTOR COMMENTS
3	AM	6/9/17	REVISED PER CITY COMMENTS
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Scale: 1" = 20'

Project Mgr: AG

Designed by: BMAM

Drawn by: AM

QA/QC: NG

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

Certificate of Authorization No. 9332

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G & A

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

HARBOR VIEW

ARTISAN HOMES, LLC

OVERALL POST-DEVELOPMENT DRAINAGE PLAN

N

0 20 40

Scale in Feet

City Of Fernandina Beach Site Plan Review	Approval	Signature
Utility Mntnc. (ADA)	Yes	
Streets / Storm Water	Yes	
Water	Yes	
Waste Water	Yes	
Fire Department	Yes	
Police Department	Yes	
Parks and Recreation	Yes	
Engineering	Yes	
Planning	Yes	
Building	No	

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

1¼" ASPHALT

12" LIMEROCK BASE

TYPICAL DRIVE ISLE DETAIL

EASEMENT LINE

CENTERLINE OF DRIVEWAY

30' EASEMENT

24' PAVEMENT

0.5% 0.5%

DEPTH VARIES

2.8'

INFILTRATION GALLERY (SEE SHEET DT-1 FOR DETAILS)

TYPICAL NORTH/WAY CROSS SECTION

ASA RAY GILLETTE LICENSE NO. 58117 STATE OF FLORIDA PROFESSIONAL ENGINEER

8/31/17

Authorized Professional

Sheet No. DR-1 of 16

Issue Date August 3, 2017

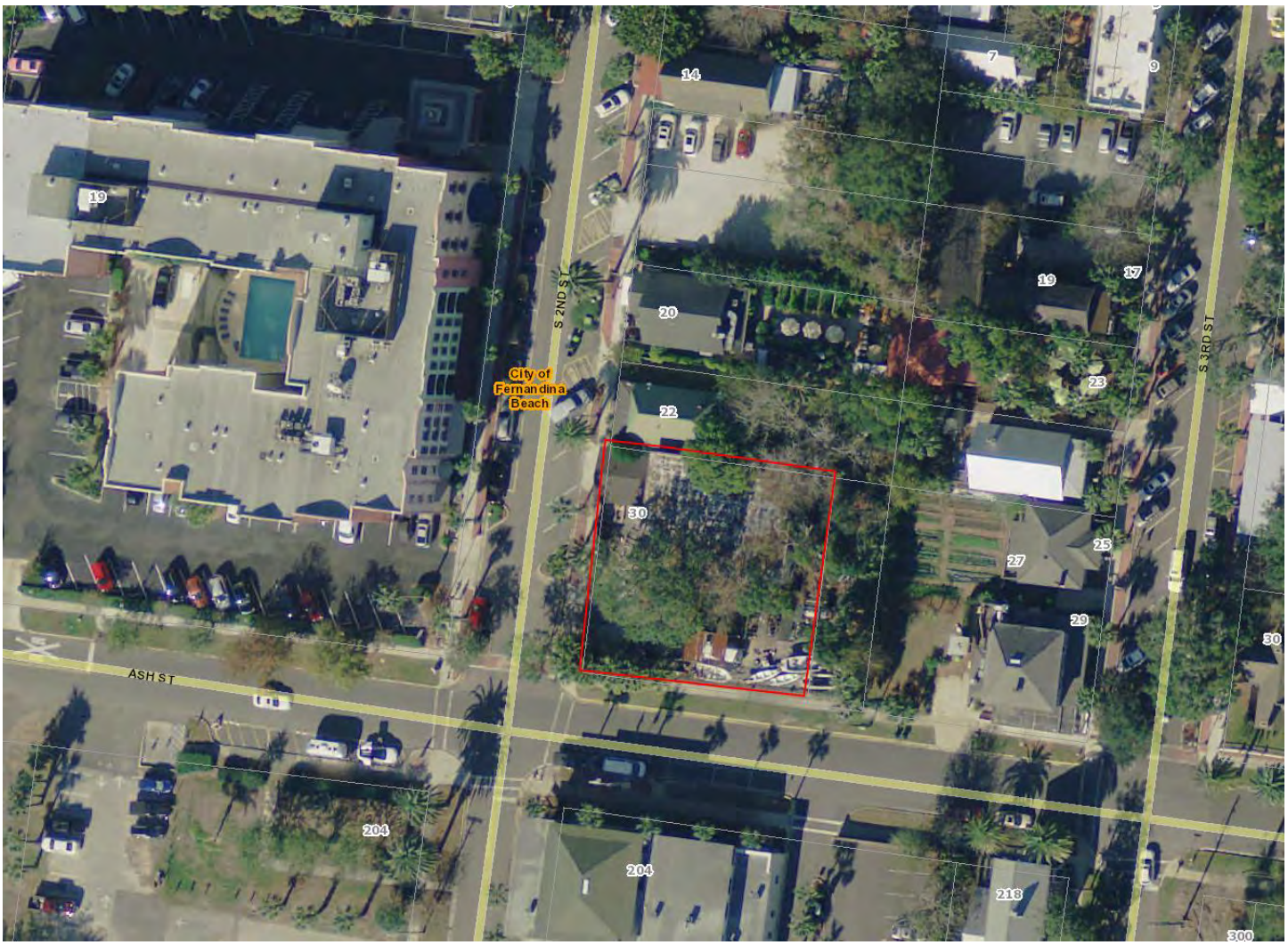
Project No. 16-10.31

$$FileName$$ $$Time$$ $$Date$$

HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2019-10 AMENDMENT
MARCH 19, 2020

Owner/Applicant:	Steven D. Papke, AIA, agent for Boat House Fernandina, LLC
Property Address:	30 S. 2nd Street
Requested action:	Amendments to previously approved COA for an exterior remodel to facilitate the adaptive use of a non-contributing structure as a restaurant.
Current zoning:	C-3
FLUM land use category:	Central Business District
Existing uses on the site:	Vacant
FL Master Site File #	N/A
Year Built:	1968 (NCPA)
Contributing Status:	Non-Contributing

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



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The project received final approval with conditions and was granted a Certificate of Approval (COA) at the June 20th regular meeting of the HDC.

Approval for amendments to HDC 2019-10 were granted July 18, 2019. Amendments included:
Removal of awning at front door; Addition of parapet on west and south elevations; Addition of wall/fence and two gates; Relocation of gantry feature; Change in opening at west elevation; and Addition of service window and related change to patio/fenced area.

The applicant is seeking amendments to alter front entrance ramp; elimination of wall along Ash Street and lowering proposed railing with plantings; alteration to ramp and stairs on south elevation; and change in window/door opening to outdoor bar on south elevation.

APPLICABLE GUIDELINES:

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION
CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE
DOWNTOWN HISTORIC DISTRICT GUIDELINES

ANALYSIS:

The proposed amendments further enhance the previously approved design, adapting this building for its new use as a restaurant, while staying true to its original architecture.

STAFF RECOMMENDATION:

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

Staff recommends:

Approval of HDC 2019-10

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2019-10 **with or without** conditions;

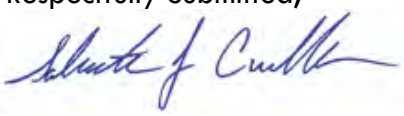
AND I move that the HDC make the following findings of fact and conclusions of law part of the record:

That HDC case 2019-10, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Guidelines to warrant approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 **HDC 2019-10 Application and Backup Materials (Amendment)**

Respectfully Submitted,



Salvatore J. Cumella
Historic Preservation Planner

OFFICE USE ONLY

REC'D: _____ BY: _____

PAYMENT: $ _____ TYPE _____

APPLICATION #: _____

HDC CASE #: _____

APPLICATION COMPLETE: Y____ N____

PRE-CONFRENCE: Y____ N____ DATE _____

BOARD MEETING DATE: _____

PLANNER: _____DATE: _____

____ **APPROVED** ____ **DENIED**

APPLICATION FOR HISTORIC DISTRICT COUNCIL CERTIFICATE OF APPROVAL (COA)

APPROVAL TYPE:

☐ Staff Approval

☒ Board Approval: Conceptual _____ or Final X

PROJECT TYPE:

☐ New Construction ☐ Addition ☐ Alteration ☐ Relocation ☐ Demolition ☐ Variance

☐ Repair ☐ Paint ☐ Fence ☐ Sign ☐ Re-roof ☒ Other: Renovation

PROPERTY INFORMATION *Property information can be found at the Nassau County Property Appraiser's Website → Map Search*

Street Address: 30 South 2nd Street, F B, FL 32034

Historic District: ☒ Downtown ☐ Old Town ☐ CRA Waterfront

Parcel Identification Number(s): 00-00-31-1800-0269-0100

Zoning District: C-3 Lot / Block Number (optional) _____

Owner of Record	As recorded with the Nassau County Property Appraiser
Owner(s) Name	Boat House Fernandina, LLC
Company (if applicable)	
Street Address	608 Ocean Club Villas
City State Zip	Fernandina Beach, FL 32034
Telephone Number	904-583-2598
Email Address	spurgeon.richardson@gmail.com

Applicant or Agent	If other than owner. If an agent will be representing the owner, an *Owner's Authorization For Agent Representation* form must be included
Applicant Name	Steven D. Papke, AIA
Company (if applicable)	Agent for Spurgeon Richardson
Street Address	2845 1st Avenue, Apt A
City State Zip	Fernandina Beach, FL 32034
Telephone Number	904-887-8318
Email Address	steven.papke@gmail.com

PROJECT DESCRIPTION (REQUIRED)

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

This project is being re-submitted for approval of field and coordination changes to the front entrance along 2nd Street South and wall changes to the Ash Street side.

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The existing building is 25' from property line. It was determined that in lieu of attempting to sign people to a different compliant location, ie inside the outdoor dining area, that it would be acceptable to eliminate. The additional scope change was to eliminate the low wall along Ash Street. The owner is requesting to move the railing lower and use plantings to cover up the rail over time. The plantings must be of the scale and size to grow in this manner to 'green' up the natural edge along Ash. Other small modifications include a change to the ramp and stair behind this wall. An opening to the outdoor bar is being opened up to better enable walk up patrons along Ash.

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

Project Scope	Manufacturer	Product Description	FL Product Approval #	Color (Name/Number)
Exterior Fabric	N/A			
Doors	Kawneer or YKK	Storefront		
	Trustile or Ceco	Hollow Metal Doors		
Windows	Kawneer or YKK	Storefront		
Roofing	Firestone Utlra TPO	TPO Membrane Roofing		
Fascia/Trim	N/A			
Foundation	CIP or CMU			
Shutters	N/A			
Porch/Deck	CMU			
Fencing	CMU	Pilasters		
	Cable Rail	Horizonal Cable Rail 3/16" black		
Driveways/Sidewalks	COFB Standard			
Signage	Painted			
	Harbinger	Backlit sign		
Other		Reclaimed Wood		
		Heavy Timber Post and Beam		

PLEASE SUBMIT ALL PRODUCT BROCHURES, PAINT COLOR SAMPLES, AND MATERIAL SAMPLES WITH YOUR APPLICATION.

HISTORIC DISTRICT COUNCIL APPLICATION CHECKLIST

These requirements are not inclusive of the requirements for the proposed work. The Department of Planning & Conservation may require additional drawings, specifications or information in order to complete the application review.

CONCEPTUAL APPROVALS

Conceptual approvals are provided by the HDC as a courtesy to the applicant in an effort to allow comment from the historic district council and citizens during the conceptual design process. The HDC will provide the applicant with feedback and guidance relating to the proposal and take a vote to indicate whether the board feels the proposal is adequately appropriate to proceed. In all cases, the applicant must return to the HDC to seek final approval of their projects. There is no additional fee for this review above the Certificate of Approval fee.

STAFF REVIEW OR BOARD REVIEW FINAL APPROVAL

THE FOLLOWING MUST BE PROVIDED IN ORDER TO BE A COMPLETE APPLICATION FOR STAFF APPROVAL OR FINAL APPROVAL BY THE BOARD:

Applicant (Initials)	Please submit 1 copy of each of the following:	Staff (Initials)
SDP	Proof of ownership (copy of deed or tax statement)	
SDP	11x17 signed, sealed, scaled survey of property. Completed within the last 2 years.	
SDP	11x17 scaled site plan of the proposed work, including lot dimensions, setbacks, finished floor elevations, and any changes as a result of proposed building footprints	
SDP	Site plan **must** show all trees greater than 5" diameter at breast height (DBH) and indicate any trees that are to be removed as part of the scope of work.	
SDP	Photographs of the existing site and existing buildings if any, including views from the street.	
SDP	11x17 drawings to scale showing ALL existing and proposed exterior elevations of primary and/or accessory buildings. Existing vs. proposed features should be clearly delineated with labels, shading, and/or hatching.	
SDP	Elevations **must** include specific material and detail information with call outs that define all visible exterior elements, such as (but not limited to): wall finishes, foundation wall finish, corner-boards, water-tables, barge-boards, cornice trim, door trim, window trim, column elements, railings, roof fascia, balcony trim elements, supporting/decorative brackets, gable end decorative elements, shutters, roof finishes, chimney finish, privacy fences, picket fences, gates, utility yard screens, gazebos, outdoor shower screens, etc. Provide specific detail views of features that cannot be called out with notes on the elevations. Examples include porch details, pier elements, lattice infill components, soffit and cornice trim detailing, etc.	
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SDP	New construction applications **must** show context of project within existing streetscape.	
SDP	For any fencing proposed to be located on a common property line, written consent of the adjacent property owners shall be provided as required by LDC 5.01.10(B).	

CERTIFICATION (REQUIRED)

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.

2. I/We authorize staff from the Community Development Department to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.

3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

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2/22/20

Date **Signature of Applicant**

STATE OF FLORIDA
SS
COUNTY OF NASSAU

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary Public: Signature | Printed Name | My Commission Expires

Personally Known _____ OR Produced Identification _____ ID Produced: _____

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

OWNER'S AUTHORIZATION FOR AGENT REPRESENTATION

I /WE Spurgeon Richardson of Boat House Fernandina, LLC
(print name of property owner(s))

hereby authorize: Steven D. Papke, AIA
(print name of agent)

to represent me/us in processing an application for: HDC Final (Final) Approval
(type of application)

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

(Signature of owner) **(Signature of owner)**

Spurgeon Richardson

(Print name of owner) **(Print name of owner)**

STATE OF FLORIDA
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COUNTY OF NASSAU

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OFFICE USE ONLY

REC'D: _____ BY: _____

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2/22/20 _____

Date

_____

Signature of Applicant

STATE OF FLORIDA
SS
COUNTY OF NASSAU

Subscribed and sworn to before me this _____ day of _____, 20_____.

_____ _____ _____

Notary Public: Signature | Printed Name | My Commission Expires

Personally Known _____ OR Produced Identification _____ ID Produced: _____

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I /WE Spurgeon Richardson of Boat House Fernandina, LLC
(print name of property owner(s))

hereby authorize: Steven D. Papke, AIA
(print name of agent)

to represent me/us in processing an application for: HDC Final (Final) Approval
(type of application)

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

(Signature of owner) **(Signature of owner)**

Spurgeon Richardson

(Print name of owner) **(Print name of owner)**

STATE OF FLORIDA
ss
COUNTY OF NASSAU

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Notary Public: Signature | Printed Name | My Commission Expires

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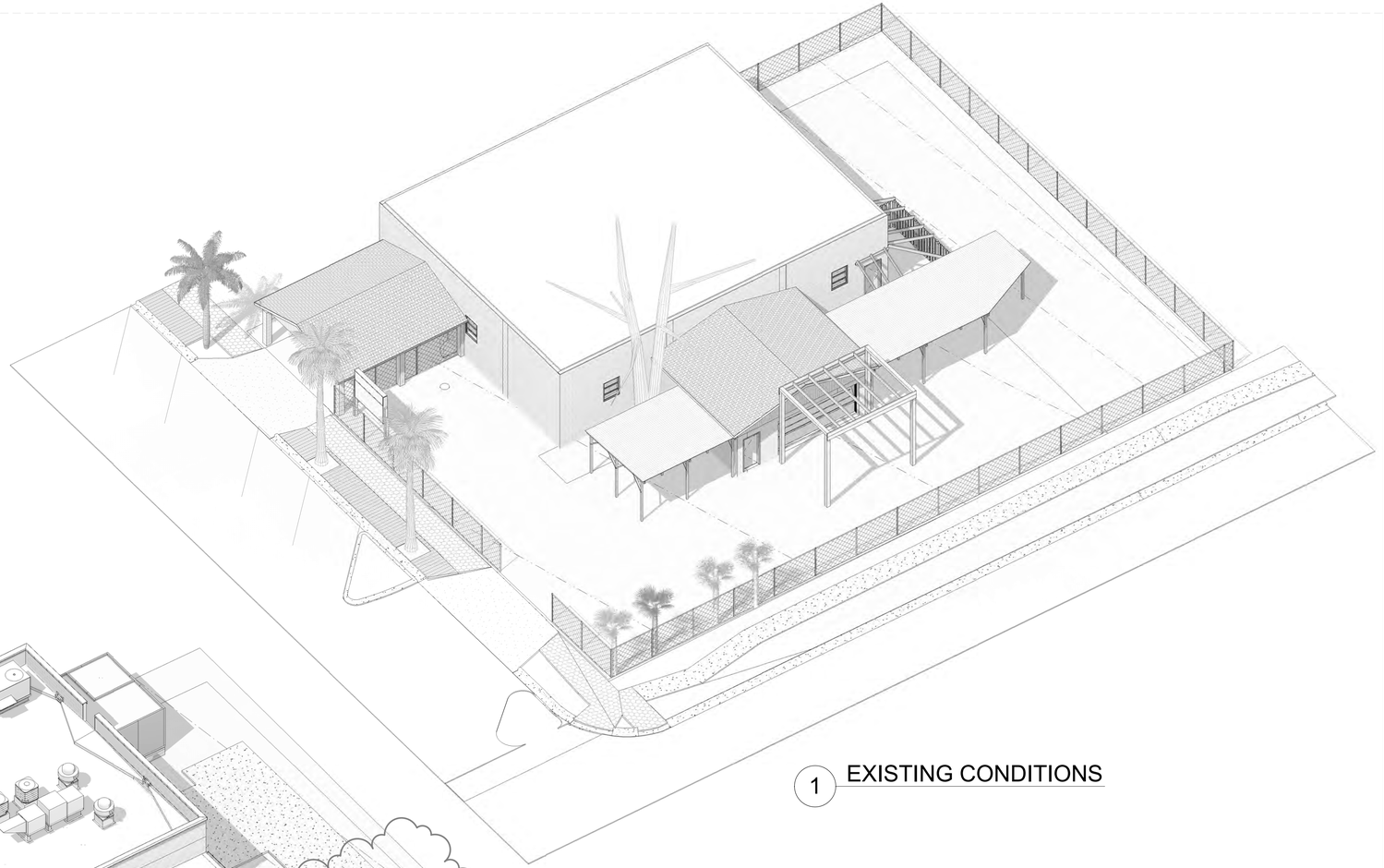
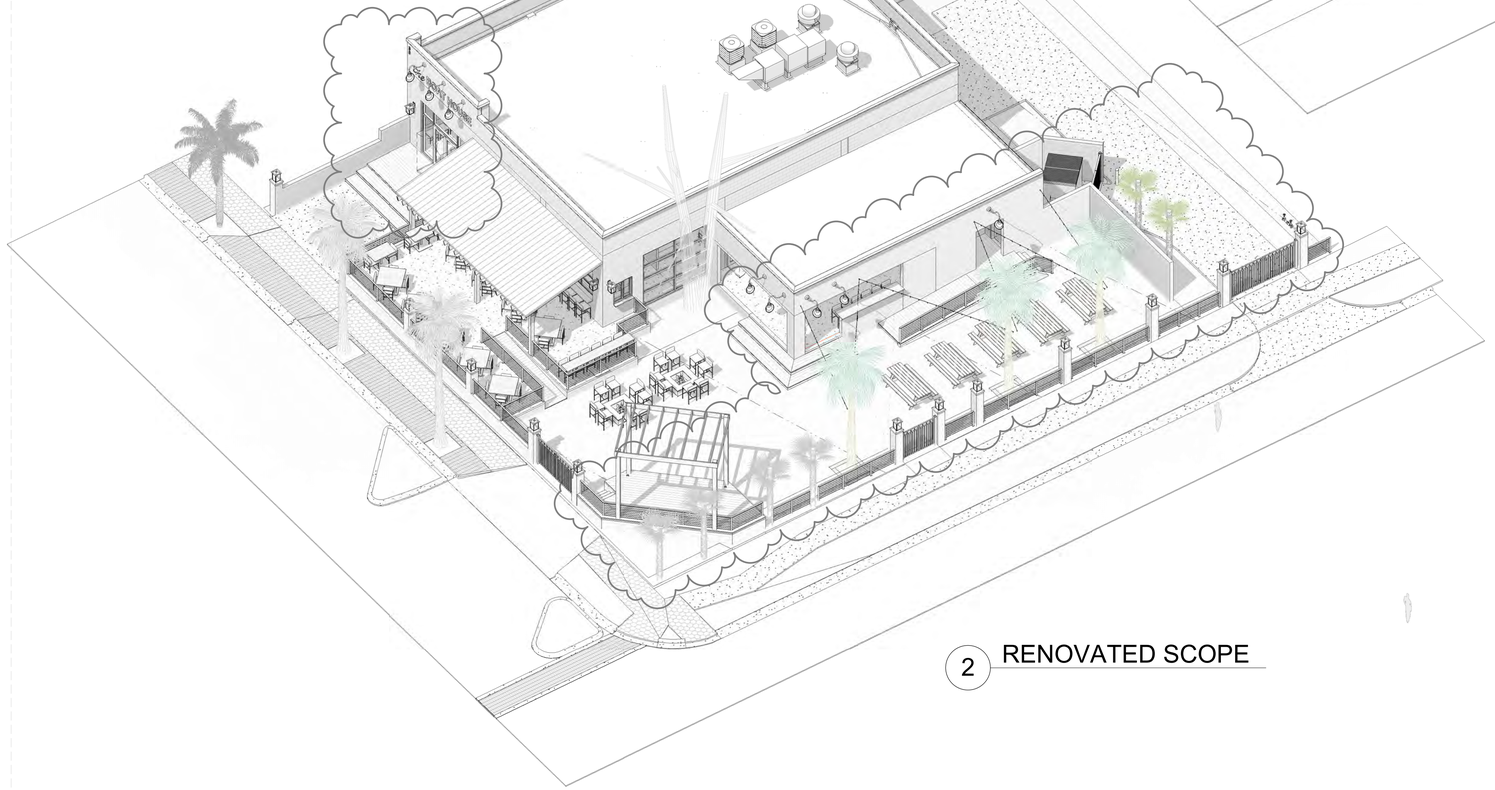


1 EXISTING CONDITIONS



2 RENOVATED SCOPE

SDP

STEVEN D PAPKE, AIA

ARCHITECTURE INTERIOR DESIGN GRAPHICS

2845 1ST AVENUE - A
FERNANDINA BEACH, FLORIDA 32032
904.887.8318

CIVIL / STRUCTURAL ENGINEERING
GILLETTE & ASSOCIATES, INC.
20 SOUTH 4TH STREET
FERNANDINA BEACH, FL 32034
904.261.8819

MECHANICAL / PLUMBING ENGINEERING
GILLETTE & ASSOCIATES, INC.
20 SOUTH 4TH STREET
FERNANDINA BEACH, FL 32034
904.261.8819

ELECTRICAL ENGINEERING
JOHN SEARCY & ASSOCIATES, INC.
6320 ST AUGUSTINE ROAD, SUITE 2
JACKSONVILE, FL 32217
904.739.1291

THE BOAT HOUSE RESTAURANT
THE BOATHOUSE FERNANDINA, LLC

STATE OF FLORIDA
STEVEN DOUGLAS PAPKE
AR0094071
REGISTERED ARCHITECT

STEVEN D. PAPKE LICENSE NO. AR0094071

THIS DRAWING IS AN INSTRUMENT OF SERVICE AND IS THE PROPERTY OF SDP DESIGN STUDIO. THIS SHALL NOT BE REPRODUCED IN WHOLE OR IN PART WITHOUT WRITTEN PERMISSION OF THE ARCHITECT OF RECORD

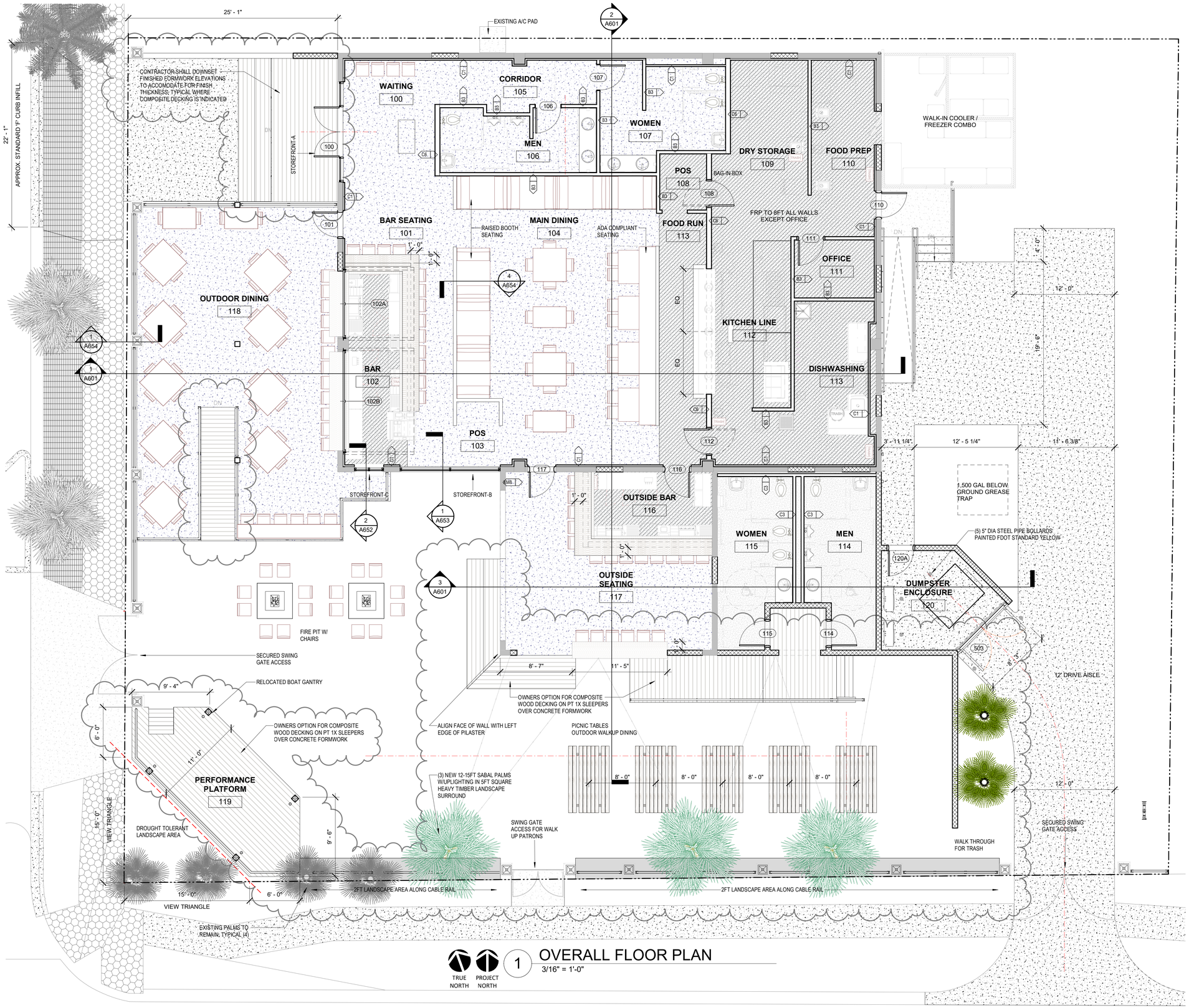
#	DATE	DESCRIPTION
2	2/22/20	SITE REVISIONS

DATE: **6/3/19**

AXONOMETRICS

PRJ #: **2019.01**

A080



1 OVERALL FLOOR PLAN

3/16" = 1'-0"

SDP

STEVEN D PAPKE, AIA

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2845 1ST AVENUE - A
FERNANDINA BEACH, FLORIDA 32032
904.887.8318

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#	DATE	DESCRIPTION
2	2/22/20	SITE REVISIONS

DATE: 6/3/19

MASTER RENOVATED SITE PLAN

PRJ #: 2019.01

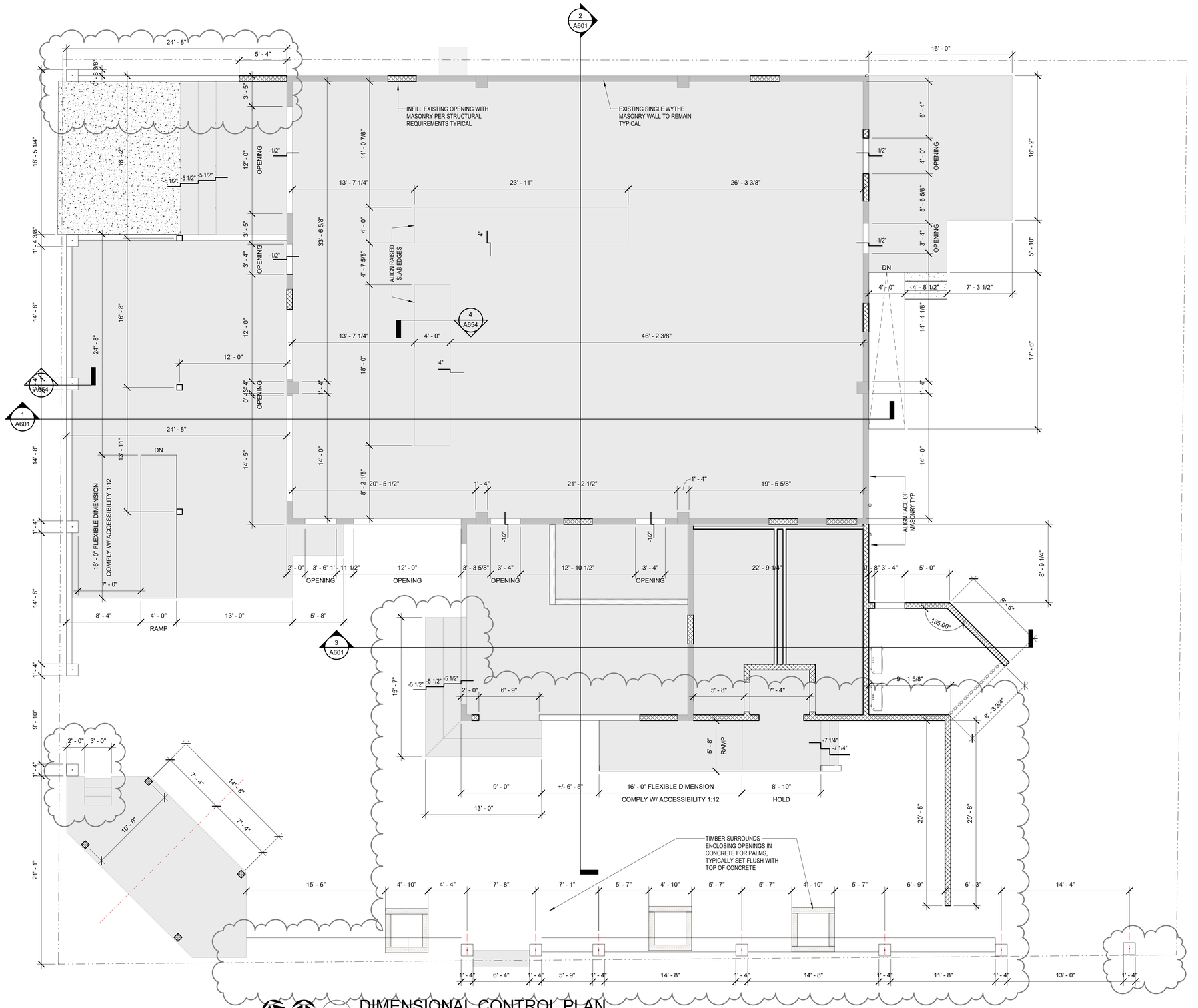
A210

DIMENSIONAL CONTROL PLAN NOTES

1. DO NOT SCALE DRAWINGS; DIMENSIONS GOVERN. LARGER SCALE DRAWINGS TO GOVERN OVER SMALLER SCALE DRAWINGS.

2. IF DIMENSIONS ARE IN QUESTION, THE CONTRACTOR IS RESPONSIBLE TO GET CLARIFICATION AND DIRECTION FROM ARCHITECT PRIOR TO PROCEEDING WITH THE WORK.

3. DIMENSIONS ARE TO THE FINISHED FACE OF MASONRY CONSTRUCTION OR METAL STUD. DIMENSIONS ARE NOMINAL TO 1/8" UNLESS OTHERWISE INDICATED. IF ANY NOTATIONS IN THESE CONSTRUCTION DRAWINGS REFLECT PRECISION GREATER THAN 1/8", ROUND UP TO THE NEAREST 1/8".



1 DIMENSIONAL CONTROL PLAN
3/16" = 1'-0"

TRUE NORTH PROJECT NORTH

SDP

STEVEN D PAPKE, AIA
ARCHITECTURE INTERIOR DESIGN GRAPHICS

2845 1ST AVENUE - A
FERNANDINA BEACH, FLORIDA 32032
904.887.8318

CIVIL / STRUCTURAL ENGINEERING
GILLETTE & ASSOCIATES, INC.
20 SOUTH 4TH STREET
FERNANDINA BEACH, FL 32034
904.261.8819

MECHANICAL / PLUMBING ENGINEERING
GILLETTE & ASSOCIATES, INC.
20 SOUTH 4TH STREET
FERNANDINA BEACH, FL 32034
904.261.8819

ELECTRICAL ENGINEERING
JOHN SEARCY & ASSOCIATES, INC.
6320 ST AUGUSTINE ROAD, SUITE 2
JACKSONVILE, FL 32217
904.739.1291

THE BOAT HOUSE RESTAURANT
THE BOATHOUSE FERNANDINA, LLC

STATE OF FLORIDA
STEVEN DOUGLAS PAPKE
AR0094071
REGISTERED ARCHITECT

STEVEN D. PAPKE LICENSE NO. AR0094071

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#	DATE	DESCRIPTION
2	2/22/20	SITE REVISIONS

DATE: 6/3/19

DIMENSIONAL CONTROL PLAN

PRJ #: 2019.01

A215

1 REFLECTED CEILING PLAN
3/16" = 1'-0"

TRUE NORTH PROJECT NORTH

SDP

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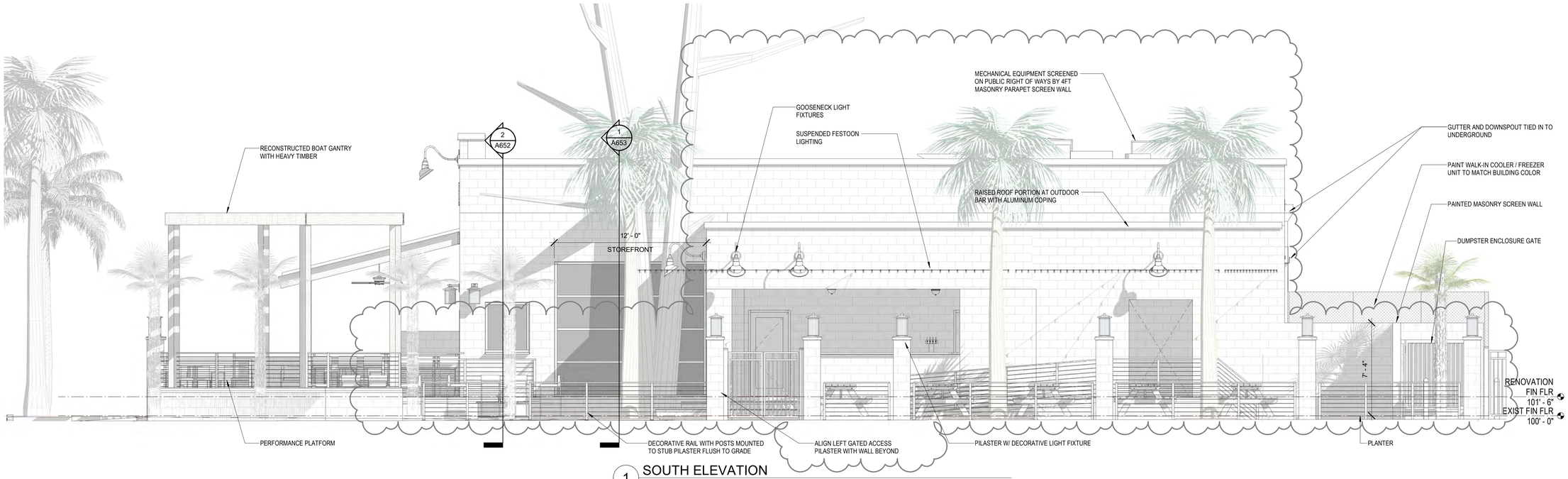
#	DATE	DESCRIPTION
2	2/22/20	SITE REVISIONS

DATE: **6/3/19**

REFLECTED CEILING PLAN

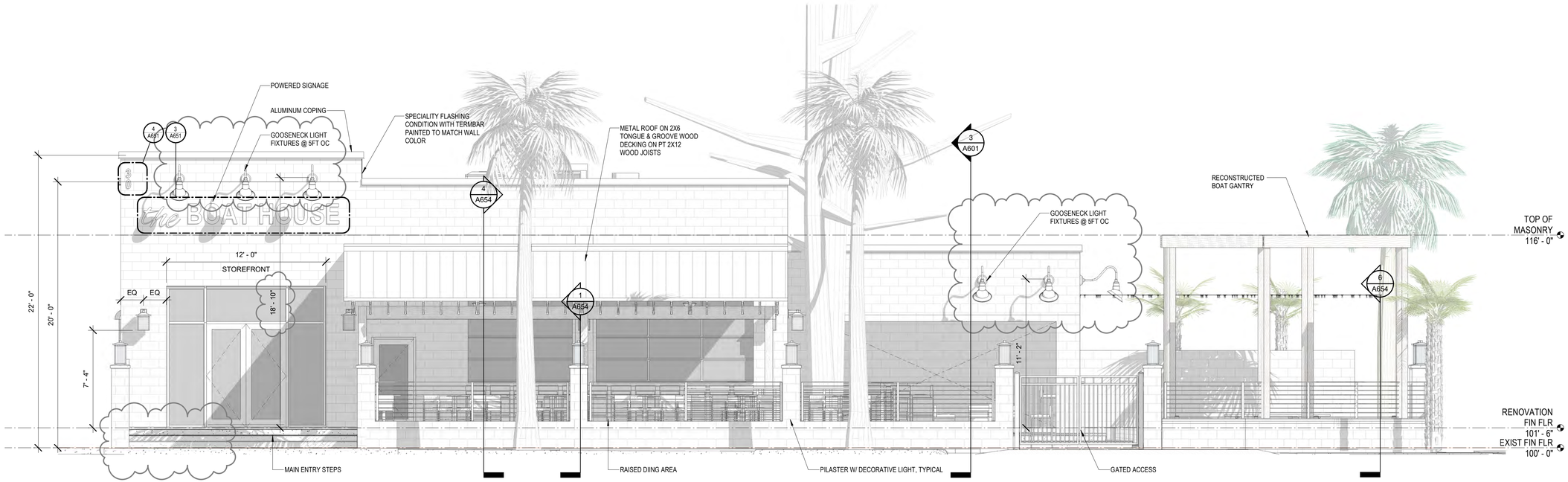
PRJ #: **2019.01**

A301



1 SOUTH ELEVATION
1/4" = 1'-0"

IMPORTANT NOTE:
EXISTING FACADE HAS HOLES IN MASONRY WHICH REQUIRE GROUT PARGING. PATCH AND REPAIR ALL SURFACES OF ENTIRE PERIMETER PRIOR TO FINISH PAINTING, TYPICAL



2 WEST ELEVATION
1/4" = 1'-0"

IMPORTANT NOTE:
EXISTING FACADE HAS HOLES IN MASONRY WHICH REQUIRE GROUT PARGING. PATCH AND REPAIR ALL SURFACES OF ENTIRE PERIMETER PRIOR TO FINISH PAINTING, TYPICAL

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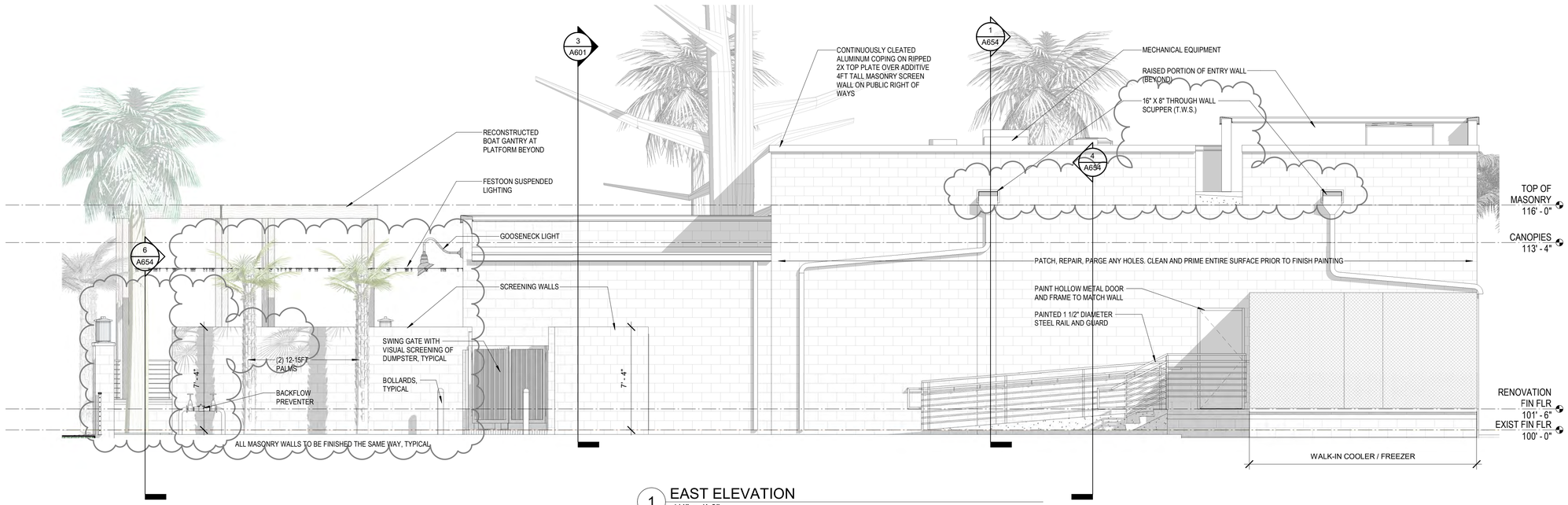
#	DATE	DESCRIPTION
2	2/22/20	SITE REVISIONS

DATE: 6/3/19

BUILDING ELEVATIONS

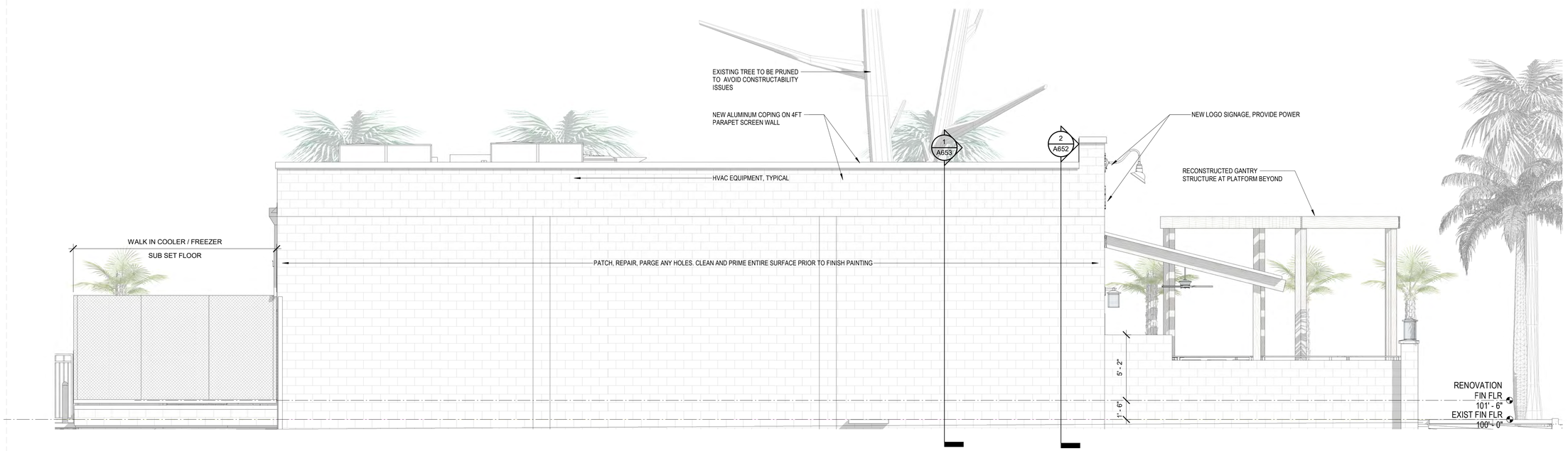
PRJ #: 2019.01

A500



1 EAST ELEVATION
1/4" = 1'-0"

IMPORTANT NOTE:
EXISTING FACADE HAS HOLES IN MASONRY WHICH REQUIRE GROUT PARGING. PATCH AND REPAIR ALL SURFACES OF ENTIRE PERIMETER PRIOR TO FINISH PAINTING, TYPICAL



2 NORTH ELEVATION
1/4" = 1'-0"

IMPORTANT NOTE:
EXISTING FACADE HAS HOLES IN MASONRY WHICH REQUIRE GROUT PARGING. PATCH AND REPAIR ALL SURFACES OF ENTIRE PERIMETER PRIOR TO FINISH PAINTING, TYPICAL

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#	DATE	DESCRIPTION
1	7/26/19	HDC REQUIREMENTS
2	2/22/20	SITE REVISIONS

DATE: **6/3/19**

BUILDING ELEVATIONS

PRJ #: **2019.01**

A501

HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2019-29 AMENDMENT
MARCH 20, 2020

Owner/Applicant:	Alexander F. Seefried III and Cathleen M. Seefried
Property Address:	908 Ladies Street (Old Town)
Parcel ID #	00-00-31-1580-0007-0070
Current zoning:	OT-1
FLUM land use category:	Old Town
Existing uses on the site:	Vacant
FL Master Site File #	N/A
Year Built:	N/A
Contributing Status:	Non-Contributing
Requested action:	Amendment to previously approved Certificate of Approval (COA) for exterior modifications to the proposed single-family dwelling.

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

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

A Certificate of Approval (COA) was granted for the construction of a two-story primary structure on August 15, 2019.

The applicant seeks amendments which include:

1. Change to depth of front porch from 9' to 8'
2. Fenestration on sides of home to shift locations;
3. Change in stair railing detail;
4. Porch lanterns added at 1st and 2nd floor porches; and
5. Change in chimney materials from brick to stucco.

APPLICABLE GUIDELINES:

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION
CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE
OLD TOWN FERNANDINA PRESERVATION AND DEVELOPMENT GUIDELINES

ANALYSIS:

Staff finds that the proposed amendments meet are appropriate to the architecture of the home and the neighborhood character and meets all requirements and guidelines.

STAFF RECOMMENDATION:

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

Staff recommends:

APPROVAL of this amendment to HDC 2019-29

MOTION TO CONSIDER:

I move to **approve or deny** this amendment to HDC case number 2019-29 **with or without** conditions;

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

That this amendment to HDC case 2019-29, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Old Town Preservation and Development Guidelines to warrant approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2019-29 Amendment Application and Backup Materials

Respectfully Submitted,

Salvatore J. Cumella
Historic Preservation Planner

OFFICE USE ONLY

HDC ___ 2019-0 029

REC'D: 2/20/2020 BY: S SCANNED: _____

APPLICATION COMPLETE: Y_____ N_____

PAYMENT: $ _____ INVOICED: _____

PRE-CONFRENCE: Y____ N____ DATE _____

BOARD MEETING DATE: _____

PLANNER: _____ DATE: _____

___ **APPROVED** ___ **DENIED**

* Amendment

APPLICATION FOR HISTORIC DISTRICT COUNCIL CERTIFICATE OF APPROVAL (COA)

PROJECT TYPE:

☐ New Construction ☐ Addition ☐ Alteration ☐ Relocation ☐ Demolition ☑ Amendment to COA# _____

☐ Repair ☐ Paint ☐ Fence ☐ Sign ☐ Re-roof ☐ Other: _____

APPROVAL TYPE: ☐ Staff Approval ☐ Board Approval: Conceptual _____ or Final _____

PROPERTY INFORMATION *Property information can be found at the Nassau County Property Appraiser's Website → Map Search*

Street Address: _____

District: ☐ Downtown Historic ☐ Old Town ☐ CRA Waterfront

Parcel Identification Number(s): _____

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

Owner of Record	As recorded with the Nassau County Property Appraiser
Owner(s) Name	ALEXANDER F. SEEFRIED III
Company (if applicable)	N/A
Street Address	~~908~~ 912 LADIES ST
City State Zip	FERNANDINA BEACH FL 32034
Telephone Number	904-518-9256
Email Address	seefried@OPTONLINE.NET

Applicant or Agent	If other than owner. If an agent will be representing the owner, an *Owner's Authorization For Agent Representation* form must be included
Applicant Name	SAME
Company (if applicable)	N/A
Street Address	~~SAME~~ SAME
City State Zip	
Telephone Number	SAME
Email Address	SAME

HISTORIC DISTRICT COUNCIL APPLICATION CHECKLIST

These requirements are not inclusive of the requirements for the proposed work. The Department of Planning & Conservation may require additional drawings, specifications or information in order to complete the application review.

CONCEPTUAL APPROVALS

Conceptual approvals are provided by the HDC as a courtesy to the applicant in an effort to allow comment from the historic district council and citizens during the conceptual design process. The HDC will provide the applicant with feedback and guidance relating to the proposal and take a vote to indicate whether the board feels the proposal is adequately appropriate to proceed. In all cases, the applicant must return to the HDC to seek final approval of their projects. There is no additional fee for this review above the Certificate of Approval fee.

STAFF REVIEW OR BOARD REVIEW FINAL APPROVAL

THE FOLLOWING MUST BE PROVIDED IN ORDER TO BE A COMPLETE APPLICATION FOR STAFF APPROVAL OR FINAL APPROVAL BY THE BOARD:

Applicant (Initials)	Please submit 1 copy of each of the following:	Staff (Initials)
	Proof of ownership (copy of deed or tax statement)	
	11x17 signed, sealed, scaled survey of property. Completed within the last 2 years.	
	11x17 scaled site plan of the proposed work, including lot dimensions, setbacks, finished floor elevations, and any changes as a result of proposed building footprints	
	Site plan **must** show all trees greater than 5" diameter at breast height (DBH) and indicate any trees that are to be removed as part of the scope of work.	
	Photographs of the existing site and existing buildings if any, including views from the street.	
	11x17 drawings to scale showing ALL existing and proposed exterior elevations of primary and/or accessory buildings. Existing vs. proposed features should be clearly delineated with labels, shading, and/or hatching.	
	Elevations **must** include specific material and detail information with call outs that define all visible exterior elements, such as (but not limited to): wall finishes, foundation wall finish, corner-boards, water-tables, barge-boards, cornice trim, door trim, window trim, column elements, railings, roof fascia, balcony trim elements, supporting/decorative brackets, gable end decorative elements, shutters, roof finishes, chimney finish, privacy fences, picket fences, gates, utility yard screens, gazebos, outdoor shower screens, etc. Provide specific detail views of features that cannot be called out with notes on the elevations. Examples include porch details, pier elements, lattice infill components, soffit and cornice trim detailing, etc.	
	Elevations and/or site plan **must** show all proposed mechanical and plumbing equipment (HVAC, hood vents, backflow preventers, etc.) All rooftop mechanical equipment shall be screened from view to adjacent properties and rights-of-way by utilizing parapets or other screening elements that are integrated into the overall architecture of the structure and constructed using materials and methods that are consistent with those used on the building.	
	Product/material details and specifications, including brochures or printouts, for any proposed material as applicable and not limited to: doors, windows, roofing, exterior fabric, fascia/trim, shutters, fencing, sidewalk/driveway, landscaping, foundation, porch/deck, sheds, and proposed colors for ALL surfaces to be painted/stained/treated.	
	New construction applications **must** show context of project within existing streetscape.	
	For any fencing proposed to be located on a common property line, written consent of the adjacent property owners shall be provided as required by LDC 5.01.10(B).	

PROJECT DESCRIPTION (REQUIRED)

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

PLAN CHANGES: ① FRONT PORCH DEPTH ON 1ST & 2ND FLOOR Shortened to 8' from 9' ② Side Window Locations Adjusted accordingly. ③ STAIR RAILING detail changed as requested by HDC. ④ PORCH LANTERNS Added to 1ST & 2ND FLOOR Porches ⑤ CHANGED Chimney veneer from BRICK to Stucco

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

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

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

PLEASE SUBMIT ALL PRODUCT BROCHURES, PAINT COLOR SAMPLES, AND MATERIAL SAMPLES WITH YOUR APPLICATION.

CERTIFICATION (REQUIRED)

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.

2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.

3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.

7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.

8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

9. I/We understand that Certificates of Approval are only valid for **one year** *from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.*

2/20/2020 — **Date**

Signature of Applicant

SYLVIE MCCANN
MY COMMISSION # GG38352
EXPIRES: November 12, 2020

STATE OF FLORIDA
COUNTY OF NASSAU } ss

Sworn to (or affirmed) and subscribed before me by means of ☑ physical presence or ☐ online notarization, this 20 day of February, 20 20, by Alexander Seifried III.

Notary Public — SYLVIE MCCANN — Printed Name — 11/12/20 — My Commission Expires

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

TERMS OF PURCHASE AND USE:

1. Moser Design Group, Inc., assumes no liability for any home or any portion thereof which may be constructed from these plans. It is the responsibility of the purchaser of these plans to read and comply with the following prior to the start of actual construction.

2. These Plans are the property of Moser Design Group, Inc. These Plans are protected by Federal Copyright Laws. Any use of the information contained herein beyond the one-time use authorized by a plan purchase, or any duplication, publication, sale or distribution of any part of these plans without the prior written consent of Moser Design Group, Inc. represents a violation of Federal Laws subject to the prescribed penalties.

3. A purchase of bluekline prints grants the as "Licensee" the right to use such documents to construct a single home. Purchaser acknowledges that all rights of ownership, title, and interest in the copyrights, plans and derivatives remain with Moser Design Group, Inc. Modified plans are considered derivatives of the original. Derivatives receive the same copyright protection even if completely redrawn and like the Plans, may not be sold,. copied, or used to construct any other residence.

4. Any use of these plans, or modifications thereto, by the purchaser, his or her builder or others is performed at their own risk.

5. Plans should be reviewed by a local professional architect or engineer prior to the start of construction. The information contained within these construction documents is issued to show design intent and basic framing details. It is the builder's responsibility to provide standard construction detailing and practices which will provide a structurally sound and weatherproof finished product. The builder shall resolve any discrepancies or problems perceived prior to starting construction of such items.

6. Building codes vary because of the great differences in geography and climate throughout the United States and Canada. Each state, county and municipality has its own building codes, zone requirements, ordinances and building regulations. Plans may need to be modified to comply with local requirements regarding snow loads, energy codes, soil and seismic conditions and a wide range of other matters. It is the Purchaser's responsibility to consult with the proper construction professionals to ascertain if the plans comply with the codes governing the Licensee's building site and, if necessary, make any changes or verifications required.

7. The plans do not include any plumbing, heating or air conditioning plans due to the wide variety of codes and climatic conditions. A local electrical engineer, mechanical engineer and/or builder should provide such plans as may be required for permits and construction. The foundation plan and associated details are provided as a basic guide for a typical spread footing or typical concrete piers and conventional wood framed system. It is the purchaser's responsibility to have a local architect or licensed engineer review the plans and, if deemed necessary, provide a site-specific foundation design.

8. These plans provide ideas and concepts and are not intended to be complete in all respects and details. Use of a potential variety of window or door brands and types, and use of different materials and thicknesses may change details. Additionally, varying codes and regulations, foundation requirements and the omission of electrical and mechanical plans may also change details.

9. It is the builder's responsibility to assure that all work is in strict accordance with the latest edition of all applicable national, state, and local Building Codes. It is the builder's responsibility to assure that all work is in strict accordance with the latest edition of all applicable Construction Standards.

10. It is the builder's responsibility to assure that all manufactured articles, material, and equipment are applied, installed, connected, erected, used, cleaned, adjusted, operated and conditioned as directed by the manufacturers, unless specified herein to the contrary.

11. It is the builder's responsibility to assure that all materials, equipment and components are new and of good quality.

12. It is the builder's responsibility to check all plan dimension and details for overall accuracy appropriate to the site and final selection of masonry, floor joists, lumber, structural members, veneer, roofing, etc., all of which may create revised dimensions and details.

13. Names of materials and manufacturers shown on these plans do not represent any endorsement or recommendation by Moser Design Group, Inc. The final selection of the materials to be used is the responsibility of the home owner and/or builder, as is the proper installation of materials, nailing, gluing, caulking, insulation, flashing, roofing, weatherproofing and many other small items and details not necessarily indicated on the Plans. Moser Design Group, Inc. has no control over or responsibility for the selection, installation, or use of such items or details and shall not be liable for any errors, omissions, or deficiencies in any form pertaining thereto.

14. Moser Design Group, Inc. reserves the right to make changes to its models from time to time. therefore, does not warrant that the Plans will match any marketing images, web site or catalog that the purchaser may have reviewed and/or consulted in ordering plans.

15. DISCLAIMER OF WARRANTIES. To the maximum extent permitted by law, Moser Design Group, Inc. disclaims all warranties, express or implied, including the implied Warranty of Merchantability and implied Warranty of Fitness for a Particular Purpose.

16. LIMITATION OF LIABILITY. Moser Design Group, Inc. shall not be liable for any special, consequential, incidental, or indirect damages arising from use of the Plans, including but not limited to damages for loss of anticipated profits or loss of business opportunity. To the extend permitted by law, any liability of the Licensor shall be limited to the retail price of the Plans.

17. This agreement shall be construed in accordance with South Carolina law.

18. Amy legal action concerning or arising out of this agreement shall be brought only in a South Carolina State, or Federal Court located in Beaufort or Charleston Counties, in South Carolina, and the Licensor and Licensee consent to the exclusive jurisdiction of said Courts with respect to any such action.

GENERAL NOTES:

1. Do not scale drawings. Use only dimensions shown on drawings. If dimensions are in question, the builder shall obtain clarification from Moser Design Group, Inc. before continuing with construction. The builder shall verify all dimensions and conditions at jobsite.

2. Larger scale drawings supersede smaller scale drawings.

3. Coordinate location of utility meters on the site plan to keep them from public view and to minimize visual impact from any area of the site. Hold meters as low as possible to allow more effective screening.

4. Use materials appropriate to the application for maximum life and optimum appearance.

SEEFRIED RESIDENCE

BLOCK #7, LADIES STREET, FERNANDINA BEACH, FLORIDA

DRAWING INDEX

G1.0	COVER SHEET / GENERAL INFORMATION
G1.1	SITE PLAN
S1.0	FOUNDATION PLAN
S1.1	FRAMING PLANS
A2.0	FIRST & SECOND FLOOR PLAN
A2.1	ROOF PLAN
A3.0	ELEVATIONS
A4.0	BUILDING SECTIONS
A5.0	WALL SECTIONS
A5.1	WALL SECTIONS
A5.2	WALL SECTIONS
E1.0	ELECTRICAL PLANS

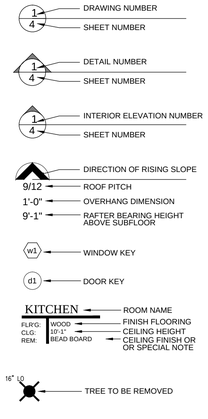
NOTE:

CONTRACTOR TO VERIFY ALL CODE REQUIREMENTS, STRUCTURAL AND ENGINEERING DETAILS

CONTRACTOR TO VERIFY VENTILATION AND WATER-PROOFING DETAILS

CONTRACTOR TO VERIFY CONNECTIONS BETWEEN HOUSE AND FOUNDATION, VERIFY CONNECTIONS MEET ALL APPLICABLE CODES, AND LOADS IMPOSED.

SYMBOLS AND ABBREVIATIONS



ABV	ABOVE
AFF	ABOVE FINISHED FLOOR
ASF	ABOVE SUBFLOOR
ADJ	ADJ
@	AT
BFE	BASE FLOOD ELEVATION
CONT	CONTINUOUS
CNTR	CENTER
CONST	CONSTRUCTION
CMU	CONCRETE MASONRY UNIT
CONC	CONCRETE
DIA	DIAMETER
DBL	DOUBLE
DEG	DEGREES
EXT	EXTERIOR
FFE	FINISHED FLOOR ELEVATION
FIN	FINISH
FL	FLOOR
FT	FEET
FOS	FACE OF STUD
FOB	FACE OF BLOCK
GYP	GYPSUM
HB	HOSE BIBB
HVAC	HEATING, VENTILATION & AIR CONDITIONING
HT	HEIGHT
H/C	HANDICAP
HDR	HEADER
HORZ	HORIZONTAL
INT	INTERIOR
IN	INCHES
JST	JOIST
MIN	MINIMUM
MAX	MAXIMUM
NIC	NOT IN CONTRACT
OPN'G	OPENING
OC	ON CENTER
PSI	POUNDS PER SQUARE INCH
PSF	POUNDS PER SQUARE FOOT
PT	PRESSURE TREATED
PNT	PAINT
R	RISER
ROW	RIGHT OF WAY
REQ'D	REQUIRED
REM	REMOVE
SQFT	SQUARE FEET
TOB	TOP OF BLOCK
TOS	TOP OF STUD
TRD	TREAD
TRT'D	TREATED
VERT	VERTICAL
GALV	GALVANIZED
SS	STAINLESS STEEL

PRE-ENGINEERED: REFERS TO ANY ELEMENT THAT IS TO BE ENGINEERED BY A LICENSED PROFESSIONAL ENGINEERED FAMILIAR WITH THE SITE AND PROJECT PRIOR TO CONSTRUCTION.

DATE: FEB. 20, 2020

MOSER DESIGN GROUP
Residential Design
Urban Planning

MOSER DESIGN GROUP, INC.
RESIDENTIAL DESIGNERS
17 MARKET NO.2 - BEAUFORT, SC. 29906
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Moser Design Group, Inc.'s liability for any errors or omissions in the construction plans purchased from Moser Design Group, Inc. is limited to the actual cost of correcting the errors or omissions. Purchaser must report any errors or omissions to Moser Design Group, Inc. in writing within 30 days after purchase of the construction plans in order to receive any corrections. Moser Design Group, Inc. is not responsible for any errors or omissions in the construction plans purchased from Moser Design Group, Inc. after the first 30 days following purchase of the construction plans. It is the purchaser's responsibility to read and comply with the following prior to the start of actual construction. Purchaser acknowledges that all rights of ownership, title, and interest in the copyrights, plans and derivatives remain with Moser Design Group, Inc. Modified plans are considered derivatives of the original. Derivatives receive the same copyright protection even if completely redrawn and like the Plans, may not be sold, copied, or used to construct any other residence. Any use of these plans, or modifications thereto, by the purchaser, his or her builder or others is performed at their own risk. Plans should be reviewed by a local professional architect or engineer prior to the start of construction. The information contained within these construction documents is issued to show design intent and basic framing details. It is the builder's responsibility to provide standard construction detailing and practices which will provide a structurally sound and weatherproof finished product. The builder shall resolve any discrepancies or problems perceived prior to starting construction of such items. Building codes vary because of the great differences in geography and climate throughout the United States and Canada. Each state, county and municipality has its own building codes, zone requirements, ordinances and building regulations. Plans may need to be modified to comply with local requirements regarding snow loads, energy codes, soil and seismic conditions and a wide range of other matters. It is the Purchaser's responsibility to consult with the proper construction professionals to ascertain if the plans comply with the codes governing the Licensee's building site and, if necessary, make any changes or verifications required. The plans do not include any plumbing, heating or air conditioning plans due to the wide variety of codes and climatic conditions. A local electrical engineer, mechanical engineer and/or builder should provide such plans as may be required for permits and construction. The foundation plan and associated details are provided as a basic guide for a typical spread footing or typical concrete piers and conventional wood framed system. It is the purchaser's responsibility to have a local architect or licensed engineer review the plans and, if deemed necessary, provide a site-specific foundation design. These plans provide ideas and concepts and are not intended to be complete in all respects and details. Use of a potential variety of window or door brands and types, and use of different materials and thicknesses may change details. Additionally, varying codes and regulations, foundation requirements and the omission of electrical and mechanical plans may also change details. It is the builder's responsibility to assure that all work is in strict accordance with the latest edition of all applicable national, state, and local Building Codes. It is the builder's responsibility to assure that all work is in strict accordance with the latest edition of all applicable Construction Standards. It is the builder's responsibility to assure that all manufactured articles, material, and equipment are applied, installed, connected, erected, used, cleaned, adjusted, operated and conditioned as directed by the manufacturers, unless specified herein to the contrary. It is the builder's responsibility to assure that all materials, equipment and components are new and of good quality. It is the builder's responsibility to check all plan dimension and details for overall accuracy appropriate to the site and final selection of masonry, floor joists, lumber, structural members, veneer, roofing, etc., all of which may create revised dimensions and details. Names of materials and manufacturers shown on these plans do not represent any endorsement or recommendation by Moser Design Group, Inc. The final selection of the materials to be used is the responsibility of the home owner and/or builder, as is the proper installation of materials, nailing, gluing, caulking, insulation, flashing, roofing, weatherproofing and many other small items and details not necessarily indicated on the Plans. Moser Design Group, Inc. has no control over or responsibility for the selection, installation, or use of such items or details and shall not be liable for any errors, omissions, or deficiencies in any form pertaining thereto. Moser Design Group, Inc. reserves the right to make changes to its models from time to time. therefore, does not warrant that the Plans will match any marketing images, web site or catalog that the purchaser may have reviewed and/or consulted in ordering plans. DISCLAIMER OF WARRANTIES. To the maximum extent permitted by law, Moser Design Group, Inc. disclaims all warranties, express or implied, including the implied Warranty of Merchantability and implied Warranty of Fitness for a Particular Purpose. LIMITATION OF LIABILITY. Moser Design Group, Inc. shall not be liable for any special, consequential, incidental, or indirect damages arising from use of the Plans, including but not limited to damages for loss of anticipated profits or loss of business opportunity. To the extend permitted by law, any liability of the Licensor shall be limited to the retail price of the Plans. This agreement shall be construed in accordance with South Carolina law. Amy legal action concerning or arising out of this agreement shall be brought only in a South Carolina State, or Federal Court located in Beaufort or Charleston Counties, in South Carolina, and the Licensor and Licensee consent to the exclusive jurisdiction of said Courts with respect to any such action.

PROJECT:

SEEFRIED RESIDENCE
BLOCK #7, LOT #7, LADIES STREET
FERNANDINA BEACH, FLORIDA

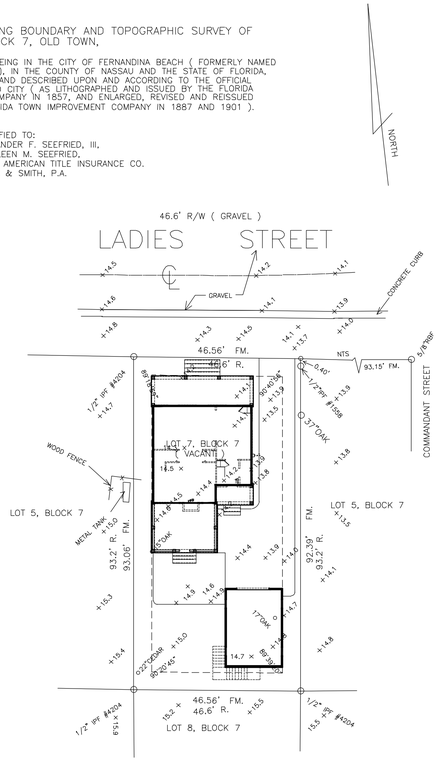
SHEET:

G1.0

MAP SHOWING BOUNDARY AND TOPOGRAPHIC SURVEY OF
LOT 7, BLOCK 7, OLD TOWN,

LYING AND BEING IN THE CITY OF FERNANDINA BEACH (FORMERLY NAMED FERNANDINA), IN THE COUNTY OF NASSAU AND THE STATE OF FLORIDA, AND KNOWN AND DESCRIBED UPON AND ACCORDING TO THE OFFICIAL PLAT OF SAID CITY (AS LITHOGRAPHED AND ISSUED BY THE FLORIDA RAILROAD COMPANY IN 1857, AND ENLARGED, REVISED AND REISSUED BY THE FLORIDA TOWN IMPROVEMENT COMPANY IN 1887 AND 1901).

CERTIFIED TO:
ALEXANDER F. SEEFRIED, III,
CATHLEEN M. SEEFRIED,
FIRST AMERICAN TITLE INSURANCE CO.
WOOD & SMITH, P.A.



20 0 20 40 60
GRAPHIC SCALE – FEET

COASTAL LAND SURVEYORS

& MAPPERS, INC.
34 NORTH FOURTEENTH STREET
FERNANDINA BEACH, FLORIDA 32032
TEL. 904-261-8950 FAX 904-277-6650

I HEREBY CERTIFY THE INFORMATION DEPICTED HEREON AS MEETING THE MINIMUM TECHNICAL STANDARDS FOR LAND SURVEYING, CHAPTER 5J-17.050, FLORIDA ADMIN. CODE, AND/OR CHAPTER 180-7, GEORGIA STATUTES.

LICENSED BUSINESS NO. 6412

JAMES C. PEACOCK, PROFESSIONAL SURVEYOR AND MAPPER
FLORIDA CERTIFICATE NO. 3718
GEORGIA CERTIFICATE NO. 2365
NOT VALID UNLESS EMBOSSED WITH SURVEYORS OFFICIAL SEAL

BEARINGS BASED ON N/A

PROPERTY SHOWN HEREON LIES WITHIN FLOOD ZONE X AS SHOWN ON FEMA FLOOD INSURANCE RATE MAP, COMMUNITY NO. 120172 PANEL NO 0229G DATED 8/2/17.

DATE OF SURVEY: MAY 1, 2019
SCALE 1"=20'
JOB NO. 1904-11 F.B. 352
CORNER MARKERS HAVE NO IDENTIFICATION U.N.O.

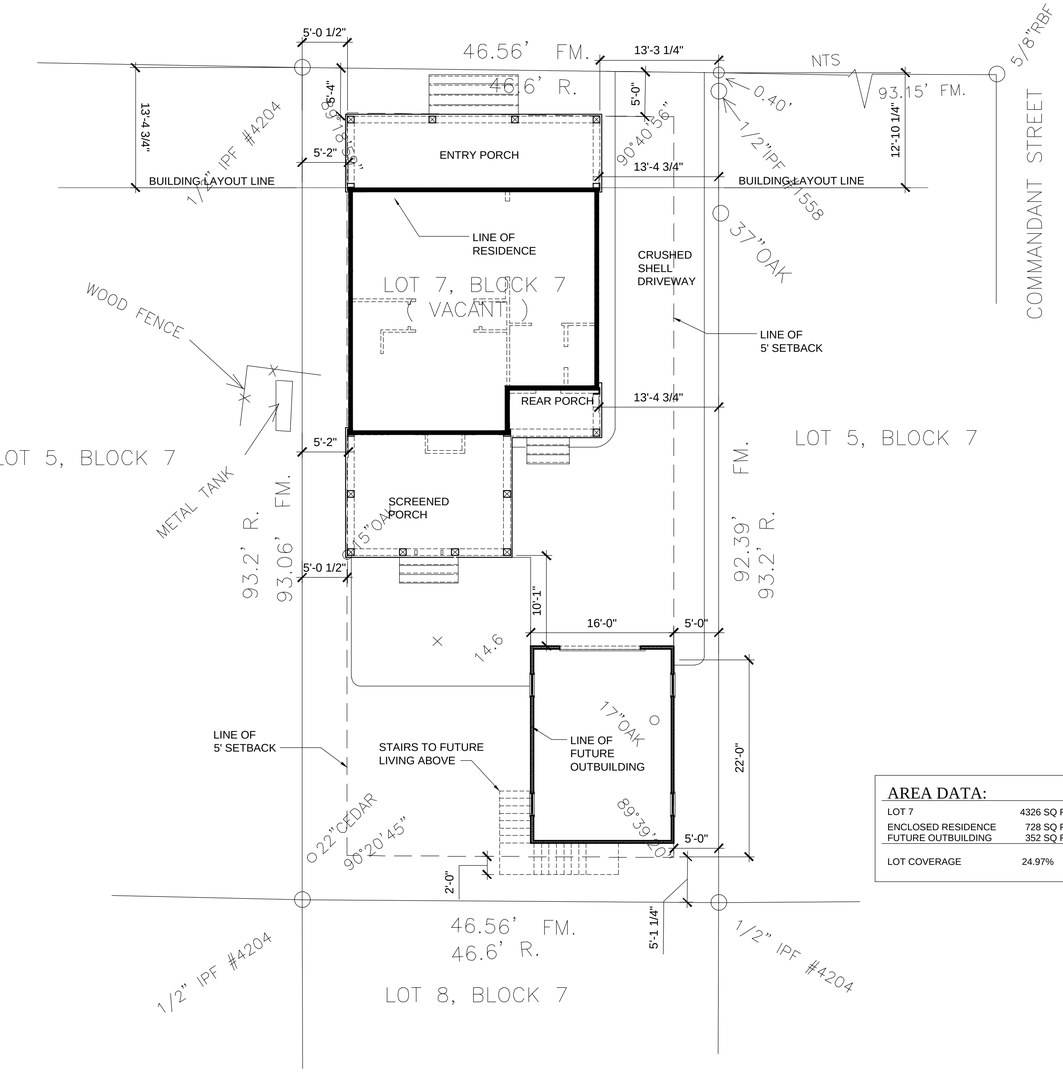
LEGEND:

IRON PIPE FOUND – IPF	POWER LINE ---P---
IRON PIPE SET – IPS	PLAT – P.
RE/BAR FOUND – RBF	FIELD MEASURED – FM.
NOT TO SCALE – NTS	RECORD – R, DEED – D.
BUILDING RESTRICTION LINE – BRL	POWER POLE –○–
CONCRETE MONUMENT FOUND – CMF	CONCRETE – CONC.
STAINLESS STEEL PIPE FOUND – SSPF	FENCE
RIGHT-OF-WAY – R/W	RIGHT-OF-WAY – R/W
POINT OF CURVE – PC POINT OF TANGENCY – PT	POINT OF REVERSE CURVE – PRC
CENTERLINE – ℄ OFFICIAL RECORDS BOOK – O.R.B.	

1 G1.1 SITE PLAN
1/20" = 1'-0"

46.6' R/W (GRAVEL)

LADIES STREET



AREA DATA:	
LOT 7	4326 SQ FT
ENCLOSED RESIDENCE	728 SQ FT
FUTURE OUTBUILDING	352 SQ FT
LOT COVERAGE	24.97%

2 G1.1 SITE PLAN
1/8" = 1'-0"

DATE: FEB. 20, 2020

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All construction shall be performed in accordance with these plans and specifications, and Moser Design Group, Inc. disclaims all other warranties, expressed or implied, including merchantability or fitness of purpose. Moser Design Group, Inc. is not responsible for any deviations made in the field during construction unless these plans are first modified by Moser Design Group, Inc. Any construction errors resulting from deviations not approved by Moser Design Group, Inc. shall be the responsibility of the purchaser. The purchaser agrees to indemnify and hold harmless Moser Design Group, Inc. from any and all claims, losses, damages, costs, and expenses, including attorney's fees, arising out of or resulting from such deviations. The purchaser's obligation to indemnify Moser Design Group, Inc. shall include, but not be limited to, loss of profits, loss of use, and consequential damages. In the event of any dispute between the purchaser and Moser Design Group, Inc., the purchaser agrees to pay all costs incurred by Moser Design Group, Inc., including attorney's fees, investigative costs, and litigation costs. Moser Design Group, Inc. will not be responsible for any loss or damage caused by the possible presence of mold. It is the purchaser's responsibility to control moisture during the construction process to prevent mold growth. Moser Design Group, Inc. is not responsible for the purchaser's failure to comply with the applicable state and local building codes. The purchaser is responsible for compliance with all codes and regulations, and the fitness of these plans for their intended purpose. Moser Design Group, Inc. shall not be responsible for any changes made to these plans by anyone other than Moser Design Group, Inc. or those approved by Moser Design Group, Inc. in writing. Before construction begins, the purchaser agrees to review these plans and verify that they comply with all codes and meet the purchaser's needs. The purchaser is responsible for ordering and obtaining all necessary permits and approvals from the governing municipality before construction begins. The purchaser is responsible for all on-site conditions during the construction process, including safety conditions and compliance with all OSHA regulations. The purchaser agrees to hold Moser Design Group, Inc. harmless from any and all liability, real or alleged, in connection with the performance of construction on this project, even if Moser Design Group, Inc. has been advised of the possibility of such liability. Moser Design Group, Inc.'s liability for any errors or omissions in these plans is limited to the amount of the fee paid for these plans. In the event any liability is imposed on Moser Design Group, Inc., it will be limited to the purchase price paid to Moser Design Group, Inc. for these plans.

PROJECT:

SEEFRIED RESIDENCE
BLOCK #7, LOT #7, LADIES STREET
FERNANDINA BEACH, FLORIDA

SHEET:

G1.1

GENERAL NOTES

1. All installations shall comply with local building codes if more stringent than the following provisions. All structural information shown is for reference purposes only. Builder or local licensed structural engineer shall review actual site conditions & verify and/or specify all structural elements.
2. Builder or local licensed structural engineer to verify and/or specify all strapping connections meet or exceed all applicable building codes.

CONCRETE

1. All concrete work shall be in accordance with A.C.I. 301, unless otherwise noted.
2. All poured in place concrete shall be rated 3000 psi at 28 days, maximum size of aggregate shall be 3/4" with a permissible slump of 4" + 1".
3. Admixtures shall not be permitted without written approval of the Engineer.
4. Formwork shall be clean and free of defects.
5. Minimum concrete cover shall be as follows; Poured on ground = 3". Formed in contact with ground = 2

MASONRY WALLS

1. Concrete masonry units for load bearing walls shall conform to ASTM C-90. All other masonry units shall conform to ASTM C-129.
2. Mortar shall conform to ASTM C-270, type "M" (2500 psi).

REINFORCING STEEL

1. Reinforcing steel shall conform to the ASTM A-615, Grade 60, fabricated in accordance with the C.R.S.I. Manual and placed in accordance with the A.C.I. Manual.
2. Welded wire fabric shall conform to ASTM A-185.

FOUNDATION NOTES

1. All structural information shown is for reference purposes only. Builder or local licensed structural engineer shall review actual site conditions as well as verify and/or specify all structural elements to be in compliance with local building codes.
2. Builder shall inspect site & excavated conditions prior to beginning foundation construction. Builder shall notify owner and/or local licensed structural engineer of any non-typical conditions concerning soils, ground water or any other issue, which may require additional or special engineering design.

STRUCTURAL WOOD

1. Wood exposed to the weather or in contact with concrete or masonry shall be pressure treated. Use stainless steel or manufacturer approved anchors and fasteners for corrosion resistance. No galvanized fasteners are to be used in contact with pressure-treated members.
2. Roof framing to be engineered roof trusses, all connections, sizes and spacing to be detailed by manufacturer. Connection of the truss to building is the responsibility of builder/owner and shall be designed by others.
3. Bridging is to be provided as required by code, but not less than one center bridging for spans over 10 ft and 8 ft o.c. for spans over 16 ft.
4. Metal connectors shall conform to the latest requirement of the applicable codes. Provide and install hurricane clips throughout as per code requirements.
5. Metal exposed to the weather, including nails, flashing and drip edges, shall be galvanized, unless otherwise noted.

FRAMING NOTES

1. Wood framing & blocking shall be s.y. pine, spruce, or fir, stud grade or better for 2x4's, #2 SPF or better for all other sizes. All framing & blocking lumber shall be kin-dried to a moisture content of 19% or better. Wood blocking shall be solid & shall match the depth of the primary framing members.
2. All joists installed crown up unless noted otherwise.
3. Provide solid blocking between joists at mid-span for joists exceeding 8'-0" between supports.
4. Provide solid blocking between joists above frame walls and beams.
5. Flush framed joists shall be secured to beams/girders with properly sized metal joist hangers.
6. Where frame walls are parallel to and rest on joists - provide 2 additional joists beneath wall.
7. Where frame walls are perpendicular to or at an angle to and rest on joists, provide solid blocking between joists at 24" oc.
8. In frame walls - provide solid blocking for all plywood sheathing edges which run perpendicular to wall studs.
9. Bird-mouth rafters to fit beams and walls as indicated on the details, tie each rafter to frame wall or beam with speciifed "Simpson" hurricane anchor
10. Wall Types
    a. Typical interior partition walls shall be 2x4 studs (3 1/2" thick) @16" o.c. unless noted
    b. Typical exterior walls shall be 2x6 studs (5 1/2" thick) @ 16" o.c.
    c. Plumbing wall to be 2x6 studs (5 1/2" thick) @ 16" o.c.
    d. Notch maximum 25% of Stud depth
    e. Bored hole maximum 40% Stud depth
11. All exterior stud walls to have 5/8" APA Exterior ply sheathing.
12. Typical header to be (3) 2x8's over doors & windows
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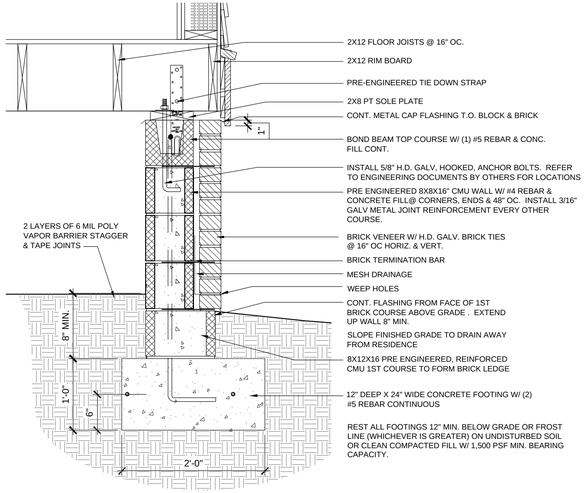
14. Coordinate truss design with rough frame opening for pull down attic stair.

NOTE:

CONTRACTOR TO VERIFY ALL CODE REQUIREMENTS, STRUCTURAL AND ENGINEERING DETAILS

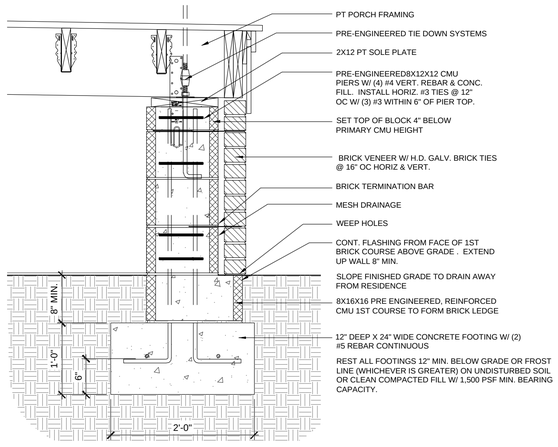
CONTRACTOR TO VERIFY VENTILATION & WATER PROOFING DETAILS

CONTRACTOR TO VERIFY AND/OR SPECIFY CONNECTIONS BETWEEN HOUSE AND FOUNDATION MEET ALL APPLICABLE BUILDING CODES



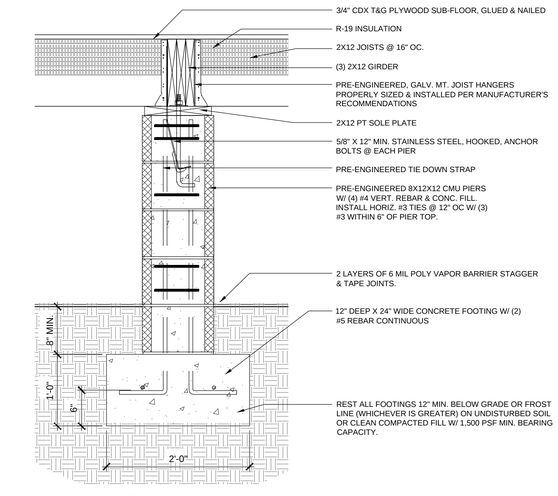
2 S1.0 8" CMU WALL DETAIL

1" = 1'-0"



3 S1.0 12" CMU PORCH PIER DETAIL

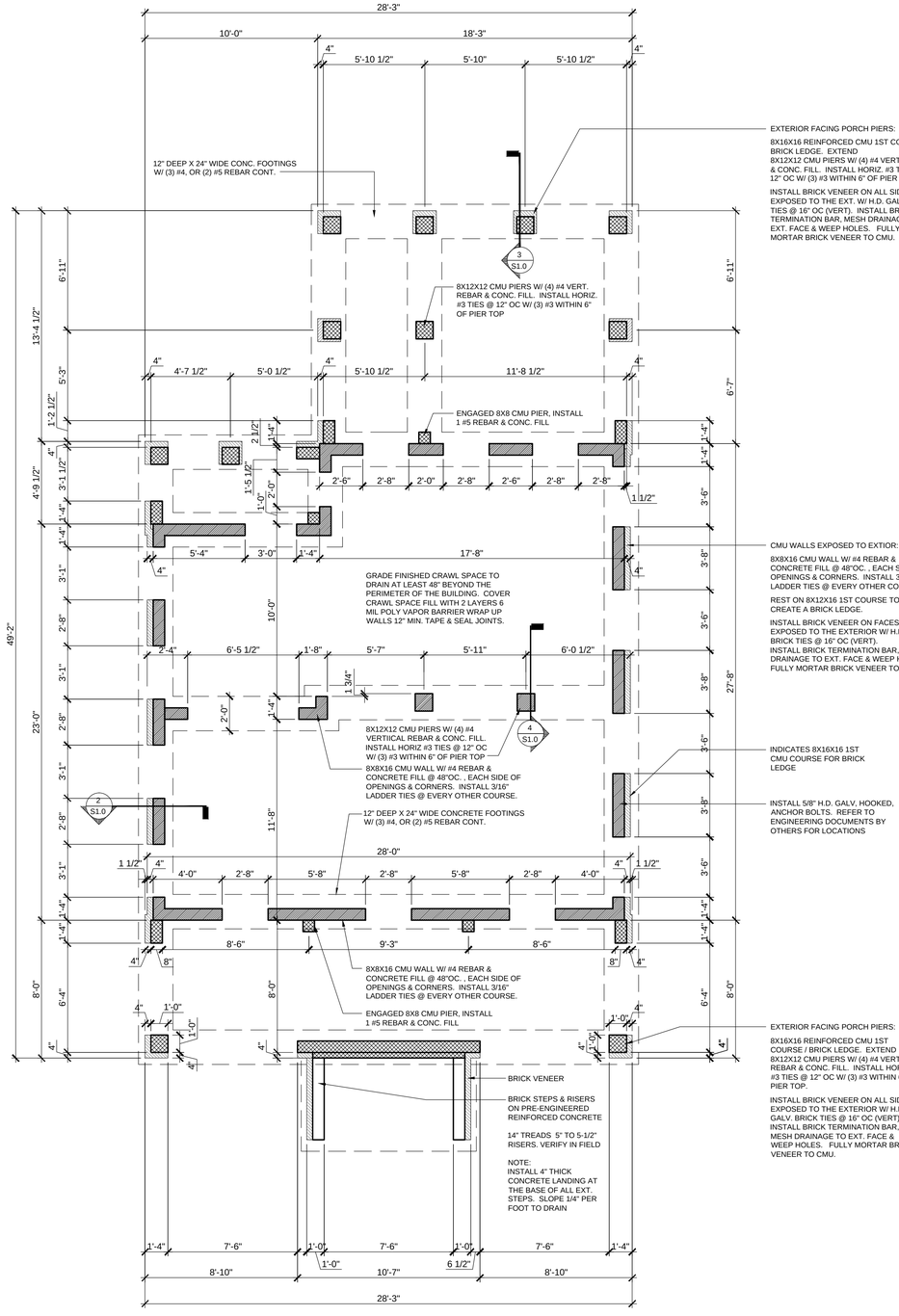
1" = 1'-0"



4 S1.0 12" CMU PIER DETAIL

1" = 1'-0"

DO NOT CONSTRUCT FOUNDATION AS SHOWN.
Soil conditions and Flood Elevations vary significantly and foundation work must be suitable to the site specific requirements. The actual foundation requirements should be designed by others, and, if required by the Building Official, a scientific soil investigation may be required in order to determine the most suitable foundation system.



1 S1.0 FOUNDATION PLAN

1/4" = 1'-0"

0 1 2 4 8

LEGEND

- INDICATES CMU PIER OR FOUNDATION WALL. BASE HEIGHT
- INDICATES CMU'S TO BE DROPPED 4" BELOW BASE HEIGHT
- INDICATES 8X16X16 1ST CMU COURSE FOR BRICK LEDGE

DATE: FEB. 20, 2020

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Residential Design
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CONSTRUCTION

REVISIONS:

PROJECT:
SEEFRIED RESIDENCE
BLOCK #7, LOT #7, LADIES STREET
FERNANDINA BEACH, FLORIDA

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Builder/purchaser is responsible for all permits, approvals and inspections required by the governing authorities for the construction of the home on the building site. It is the purchaser's responsibility to ascertain the suitability of these plans for that site and to contract with the appropriate professionals to coordinate and perform all work. It is the responsibility of the purchaser and the purchaser's construction advisors.

SHEET: S1.0

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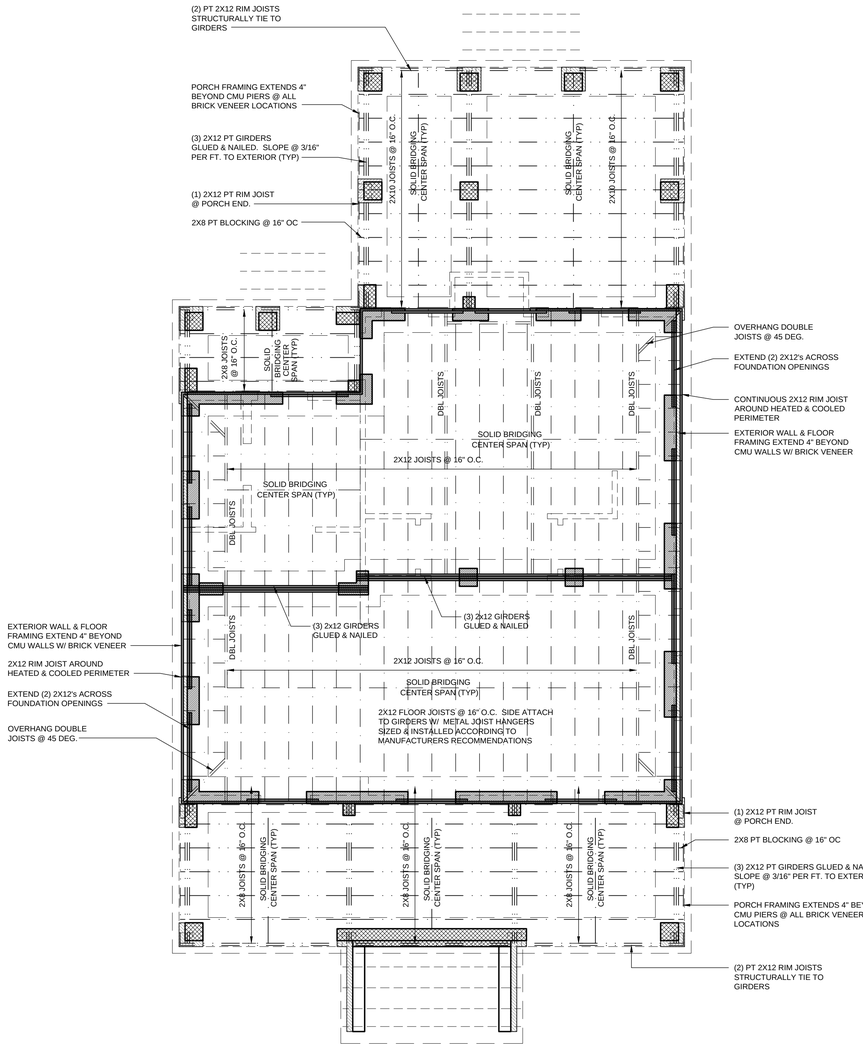
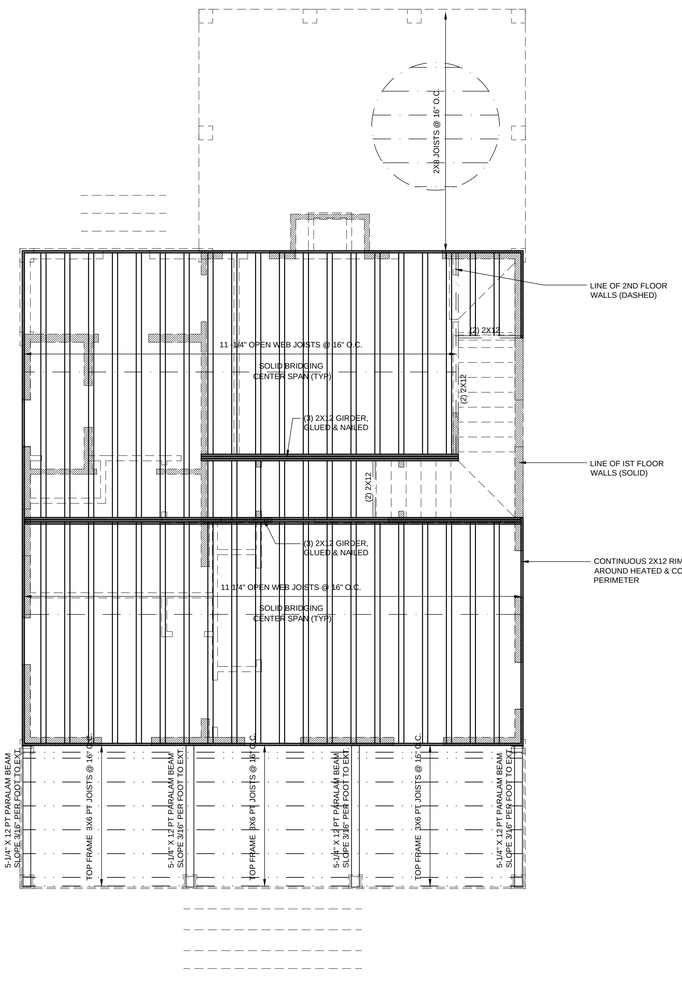


1 S1.1 FIRST FLOOR FRAMING
1/4" = 1'-0"
0 1 2 4 8



2 S1.1 SECOND FLOOR FRAMING
1/4" = 1'-0"
0 1 2 4 8

DATE: FEB. 20, 2020

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Building Code, Zoning Regulations and Ordinances vary from city to city and change over time. It is the purchaser's responsibility to consult with the proper construction professionals to ascertain the suitability of these plans for that site and, if necessary, make changes to the plans to meet the applicable requirements. It is the responsibility of the purchaser and the purchaser's construction advisors.

PROJECT:
SEEFRIED RESIDENCE
BLOCK #7, LOT #7, LADIES STREET
FERNANDINA BEACH, FLORIDA

SHEET: S1.1

CONSTRUCTION

FINISH NOTES

1. Wallboard board shall be mold, mildew & moisture resistant, screw-attached 1/2" fire resistant gypsum board conforming to ASTM C36-64.

1. Ceiling board shall be mold, mildew & moisture resistant, screw-attached 5/8" fire resistant gypsum board conforming to ASTM C36-64.

2. Wallboard @ damp areas shall be equal to screw-attached 1/2" moisture resistant gypsum board @ all areas exposed to high humidity levels such as bathrooms.

3. Sheetrock accessories shall be equal to USG. All exposed corners and gypsum board edges shall have appropriate metal accessories. Sheetrock joint treatment materials shall conform to ASTM C476-64. Tape all joints and apply 3 coats of joint compound. Sand between coats and after the final finish coat.

4. All joints should be sound, clean, dry and free of contaminants. Caulking or sealant should be applied in accordance with spec data sheets and manufacturer's specific recommendations. Caulking and sealant shall me installed so that finish surface is smooth, even and regular.

5. Sealant shall be installed at exterior or damp interior joints between dissimilar materials as required. Prime all substrates with primer as recommended by manufacturer of sealant. Apply sealant from the bottom up.

BATH ACCESSORIES NOTES

Bath accessories are generally not shown anywhere on the plans, builder to allow blocking for bath accessories. Supply and install toilet paper holder 24" OC AFF and minimum 36" OC from wall behind toilet. Install 18" or 24" towel bars as possible in bathrooms.

WINDOW SCHEDULE

Unit ID	Manufacturer Number	Quantity	Frame Width	Frame Height	Type	Header Height	Manufacturer	Remarks
FIRST FLOOR								
w1	ITDH3476 E	6	2'-9 1/2"	6'-3 3/4"	Dbl Hung	8'-6"	Marvin Integrity	
w2	ITDH3276 E	2	2'-7 1/2"	6'-3 3/4"	Dbl Hung	8'-6"	Marvin Integrity	
SECOND FLOOR								
w3	ITDH3476 E	2	2'-9 1/2"	6'-3 3/4"	Dbl Hung	8'-0"	Marvin Integrity	
w4	ITDH3468 E	8	2'-9 1/2"	5'-7 3/4"	Dbl Hung	8'-0"	Marvin Integrity	
w5	ITDH3468 E	1	2'-9 1/2"	5'-7 3/4"	Dbl Hung	13'-5 1/2"	Marvin Integrity	Stairwell window. Height above first floor subfloor

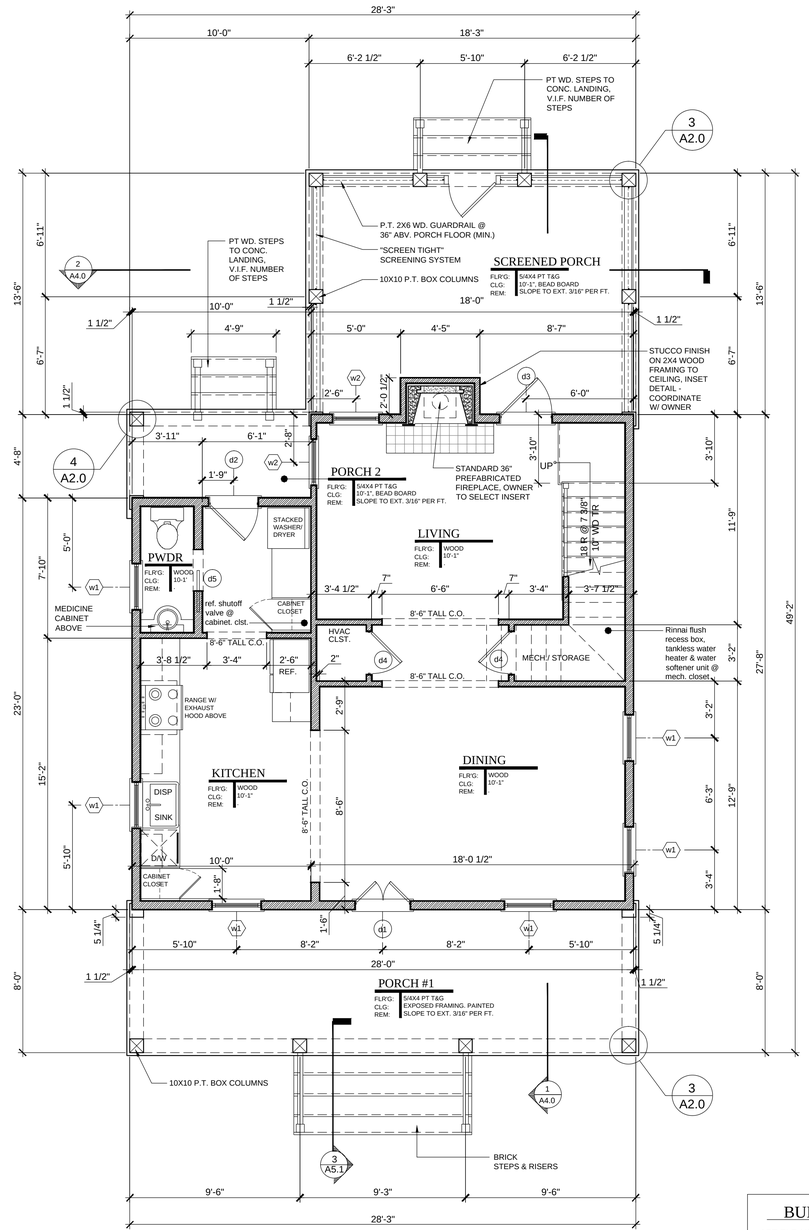
Note, All windows to have:
2 1/4" deep historical sill
2 over 2 Simulated Divided Light pattern w/ 7/8 muntins & 3/4" shadow bar.

Note:
Consult Manufacturer for Rough Opening sizes
See elevations for shutter allocations

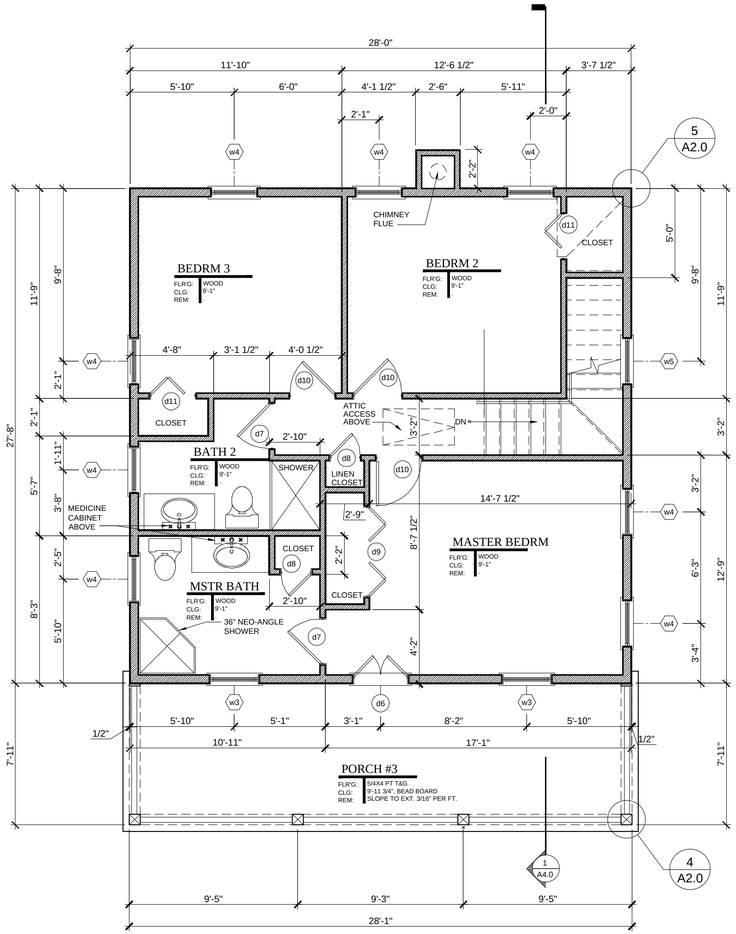
ALL UNIT SIZES ARE BASED ON MARVIN INTEGRITY WOOD ULTREX SERIES. CONSULT WINDOW MFG. FOR ROUGH OPENINGS.
ACTUAL MANUFACTURER TO BE DETERMINED BY THE OWNER. SUBSTITUTE LIKE SIZES IF ALTERNATE MANUFACTURER IS SELECTED
ALL UNITS SHALL HAVE "THICKENED SILL EXTENSION" ADDED BY MFG.

DOOR SCHEDULE

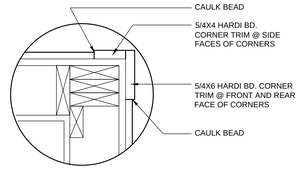
DR ID	Width	Height	Quantity	Material	Panels	Glazing	# of leaves	Operation	Transom Height	Transom Glass	Header Ht.	Hardware	Remarks
FIRST FLOOR													
d1	3'-0"	6'-8"	1	Mahogany	2 Raised	2/3 6 lite	2	French	1'-5 1/2"	4 lite	8'-6"	Entry	1-1/2" mull Direct Set Transom
d2	2'-8"	6'-8"	1	Mahogany	2 Raised	2/3 9 lite	1	Swing	1'-5 1/2"	3 lite	8'-6"	Entry	1-1/2" mull Direct Set Transom
d3	2'-8"	6'-8"	1	Mahogany	2 Raised	2/3 9 lite	1	Swing	1'-5 1/2"	3 lite	8'-6"		
d4	2'-4"	6'-8"	2	Solid Core	2 Raised	-	1	Swing	-	-	6'-10 1/2"	Closet	1-1/2" mull Direct Set Transom
d5	2'-4"	6'-8"	1	Solid Core	2 Raised	-	1	Pocket	1'-5 1/2"	3 lite	8'-6"	Passage	1-1/2" mull Direct Set Transom, 2x6 wall framing
SECOND FLOOR													
d6	3'-0"	7'-11 1/2"	1	Mahogany	2 Raised	2/3 6 lite	2	French	-	-	8'-0"	Entry	
d7	2'-6"	6'-8"	2	Solid Core	2 Raised	-	1	Swing	-	-	6'-10 1/2"	Passage	
d8	1'-8"	6'-8"	2	Solid Core	2 Raised	-	1	Swing	-	-	6'-10 1/2"	Closet	Louvered
d9	5'-0"	6'-8"	1	Solid Core	2 Raised	-	4	Bi-fold	-	-	6'-10 1/2"	Closet	Louvered
d10	2'-8"	6'-8"	3	Solid Core	2 Raised	-	1	Swing	-	-	6'-10 1/2"	Passage	
d11	2'-6"	6'-8"	2	Solid Core	2 Raised	-	2	Bi-fold	-	-	6'-10 1/2"	Closet	Louvered



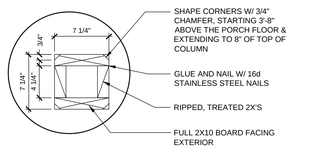
1 A2.0 FIRST FLOOR PLAN
1/4" = 1'-0"



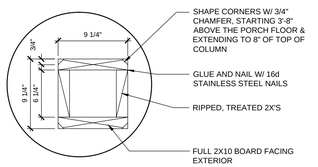
2 A2.0 SECOND FLOOR PLAN
1/4" = 1'-0"



5 A2.0 CORNER DETAIL
NTS



4 A2.0 8X8 COLUMN DETAIL
NTS



3 A2.0 10X10 COLUMN DETAIL
NTS

BUILDING AREAS

1ST FLR HEATED	728 SQ FT
2ND FLR HEATED	775 SQ FT
TOTAL HEATED	1503

DATE: FEB. 20, 2020

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REVISIONS:

PROJECT:
SEEFRIED RESIDENCE
BLOCK #7, LOT #7, LADIES STREET
FERNANDINA BEACH, FLORIDA

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Building codes change frequently, and these plans may not comply with the most recent codes adopted by the governing authorities having jurisdiction over the construction site. It is the purchaser's responsibility to consult with the proper construction professionals to ascertain the suitability of these plans for their site and, if necessary, to alter the plans to comply with the most recent codes. It is the responsibility of the purchaser and the purchaser's construction advisors.

SHEET: A2.0

CONSTRUCTION

ROOF NOTES

Metal roof to be installed as per manufactuer's specifications.
Installation subcontractor shall be responsible for all roofing work.

Paint all roof mounted accessories to match roof color selected by owner or builder.

Roof vent terminals shall be 12' away from and 2' above any air intake, door or window, 18" away from any vertical wall extending above roof vent, and not below any roof eave, or as required by local codes.

GUTTERS AND DOWNSPOUTS

1.Gutters and downspouts are not shown for clarity. Owner or builder may elect to use rain diverters over doors and walkways in lieu of gutters. If gutters and downspouts are used, locate to allow drainage to flow away from house, adjacent structures and property line.

2. Gutters and downspouts, if used, shall be factory pre-primed .032 aluminum ready for finish painting. The back leg of all gutters shall extend 1" minimum above front rim. Gutters shall be hung with matching metal strips, which are attached under metal roofing. Penetrations of back of gutter or of eave flashing shall not be permitted. Downspouts shall be attached to wall with matching metal strips, which are attached to wall behind downspouts. Hold downspouts tight against walls.

3. Do not locate downspouts on front face of house. The designer suggests the use of traditional half round gutters and round downspouts should the owner or builder elect to install gutters and downspouts.

FLASHING AND DAMPROOFING NOTES

1. Install all exposed flashing with concealed cleats. Do not use surface fasteners of any type.

2. Base flashing shall be 2 ounce copper-fabric flashing equal to AFCO. Base flashing shall run up 6" minimum behind sheathing when installed at wood floor system.

3. Window and door head flashing shall be 2 ounce copper-fabric flashing, equal to AFCO either 16 ounce copper or .019 factory pre-primed aluminum break metal, or rubberized roll flashing at owner or builder's option.

4. Eave and rake flashing shall either be 16 ounce copper or .019 factory pre-primed aluminum break material at owner or builder's option. All roof edge flashing shall extend 6" minimum behind roofing felt or other roofing material. Verify that flashing runs not only under roofing material, but also under sub-roofing material such as roofing felt. Eave flashing at gutters shall extend to cover back leg of gutter, but shall terminate above rim of gutter.

5. Valley flashing shall be either 16 ounce copper or .019 factory pre-primed aluminum break metal at owner or builder's option 12" wide minimum centered in valleys. Lap joints 12" minimum.

6. Crawlspace vapor barrier shall be 6 mil polyethylene. Overlap joints a minimum of 6" and tape with duct tape. Tape vapor barrier to all foundation walls and piers.

7. Provide flashing as per details or as per SMACNA where roof pitch changes or where roofing intersects with vertical surfaces.

VENTILATION NOTES

1. All attics, crawlspaces and other concealed areas shall be ventilated as per local building codes.

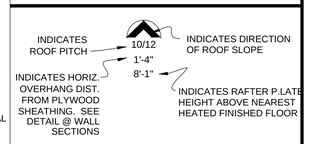
2. Soffit vent shall be equal to one 2" diameter aluminum soffit vent per rafter void.

3. Crawlspace ventilation shall be as indicated in the Wall Sections with insect screen installed on the inside.

4. Provide insulation baffles at ventilated eaves as required to assure minimum 1" clear air space at bottom of roof deck.

ADDITIONAL ROOF NOTES

1) TYPICAL ROOF PITCH: 2.5/12 & 10/12
2) TYPICAL OVERHANG: VARIES
3) PLATE HEIGHTS INDICATED ARE MEASURED FROM NEAREST FINISHED FLOOR.
4) ORIENT ALL MECHANICAL ROOF PENETRATIONS AWAY FROM STREET SIDE OF HOUSE WHERE PRACTICAL.
5) INSTALL FLASHING AND CRICKETS AT ALL ROOF PENETRATIONS AND ELEMENT PROJECTIONS.
6) ALONG 2" DIA. ALUM. SOFFIT VENTING INSTALL EITHER THERMOSTATICALLY CONTROLLED ATTIC VENTS OR CONT. RIDGE VENTS. VENTING IS NOT REQUIRED ATTIC IS SEALED AND INSULATED
7) INSTALL CERTAINTEED "WINTERGUARD" OR EQUAL UNDERLAYMENT BELOW ROOFING ON ALL ROOFS W/ SLOPES BETWEEN 2/12 AND 4/12
8) INSTALL METAL, OR ALUM. DRIP EDGES ON ALL TYPICAL EAVES.
9) BELOW IS THE DESCRIPTION OF THE ROOF INDICATORS ON EACH PLANE OF THE ROOF PLAN.
10) INSTALL "KICK OUT" FLASHING AT THE LOWER TERMINATION OF ALL ROOF / WALL INTERSECTIONS



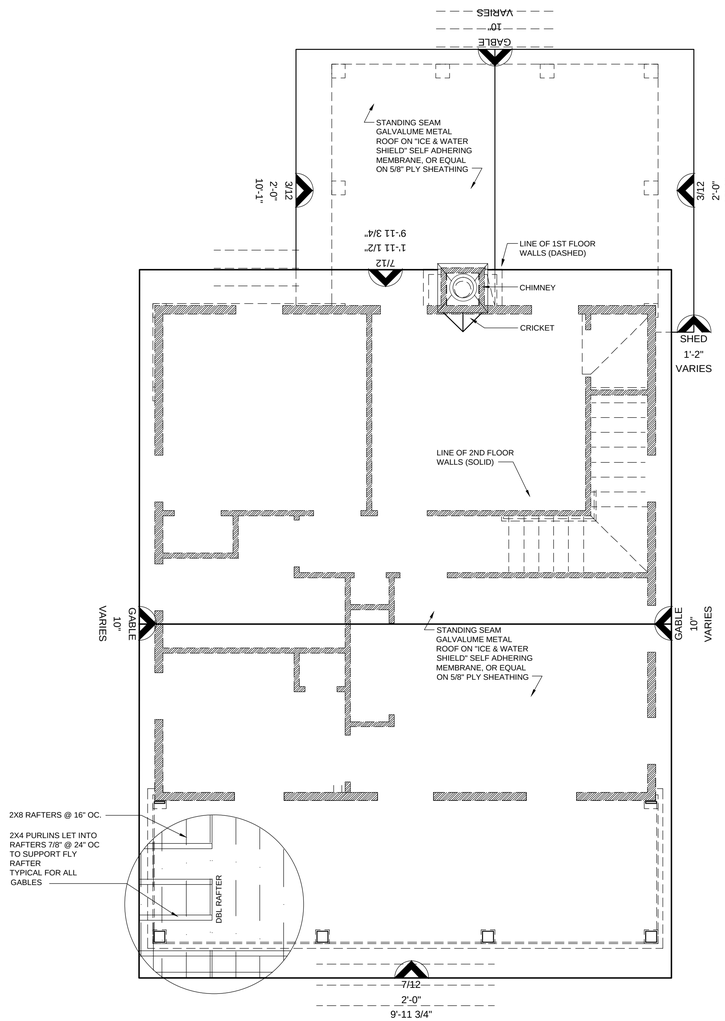
SYMBOL INDICATES THERMOSTATICALLY CONTROLLED ATTIC VENT

ROOF VENTING NOTE:
THE DETAILS INCLUDED IN THIS SET ILLUSTRATE INSULATION EXTENDING UP RAFTERS TO ENCLOSE THE ENTIRE BUILDING SHELL & NON-VENTED ATTIC.
IF THE ATTIC AREA IS NOT INSULATED, SOFFIT AND ATTIC VENTING WILL BE REQUIRED.

NOTE:
INSTALL WET APPLIED, OR SPRAY FOAM INSULATION WITH THE FOLLOWING MINIMUNS:

ROOF RAFTERS	R-30 MIN
EXTERIOR WALLS	R-19 MIN
FOUNDATION / CRAWL SPACEQ	R-19 MIN

INSTALL R-15 BATT SOUND INSULATION AROUND ALL BATHROOMS & UTILITY



1 A2.1 ROOF PLAN

1/4" = 1'-0"

DATE: FEB. 20, 2020

MOSER DESIGN GROUP, INC.
RESIDENTIAL DESIGNERS
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REVISIONS:

PROJECT:
SEEFRIED RESIDENCE
BLOCK #7, LOT #7, LADIES STREET
FERNANDINA BEACH, FLORIDA

SHEET: A2.1

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Builder/Owner is responsible for verifying all dimensions on these plans prior to construction. Builder/Owner is responsible for verifying all dimensions on these plans prior to construction. It is the purchaser's responsibility to consult with the proper construction professionals to ascertain the suitability of these plans for that site and, if necessary, make changes to address site specific issues. All changes must be the responsibility of the purchaser and the purchaser's construction advisors.

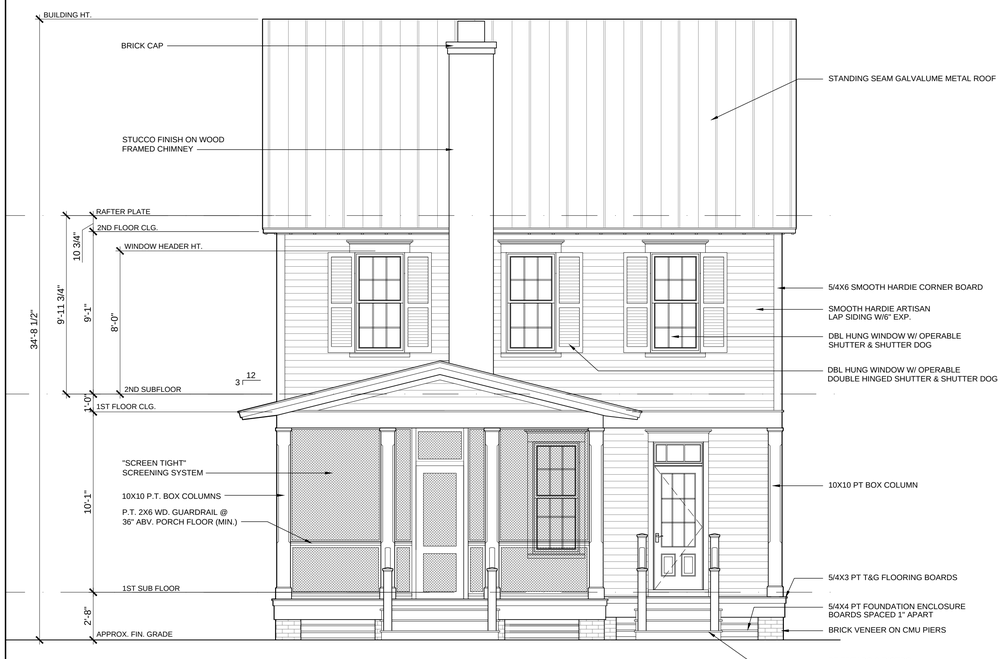
CONSTRUCTION

1 A3.0 SIDEWALK ELEVATION

1/4" = 1'-0"

2 A3.0 RIGHT SIDE ELEVATION

1/4" = 1'-0"



3 A3.0 ALLEY ELEVATION

1/4" = 1'-0"

4 A3.0 LEFT SIDE ELEVATION

1/4" = 1'-0"

DATE: FEB. 20, 2020

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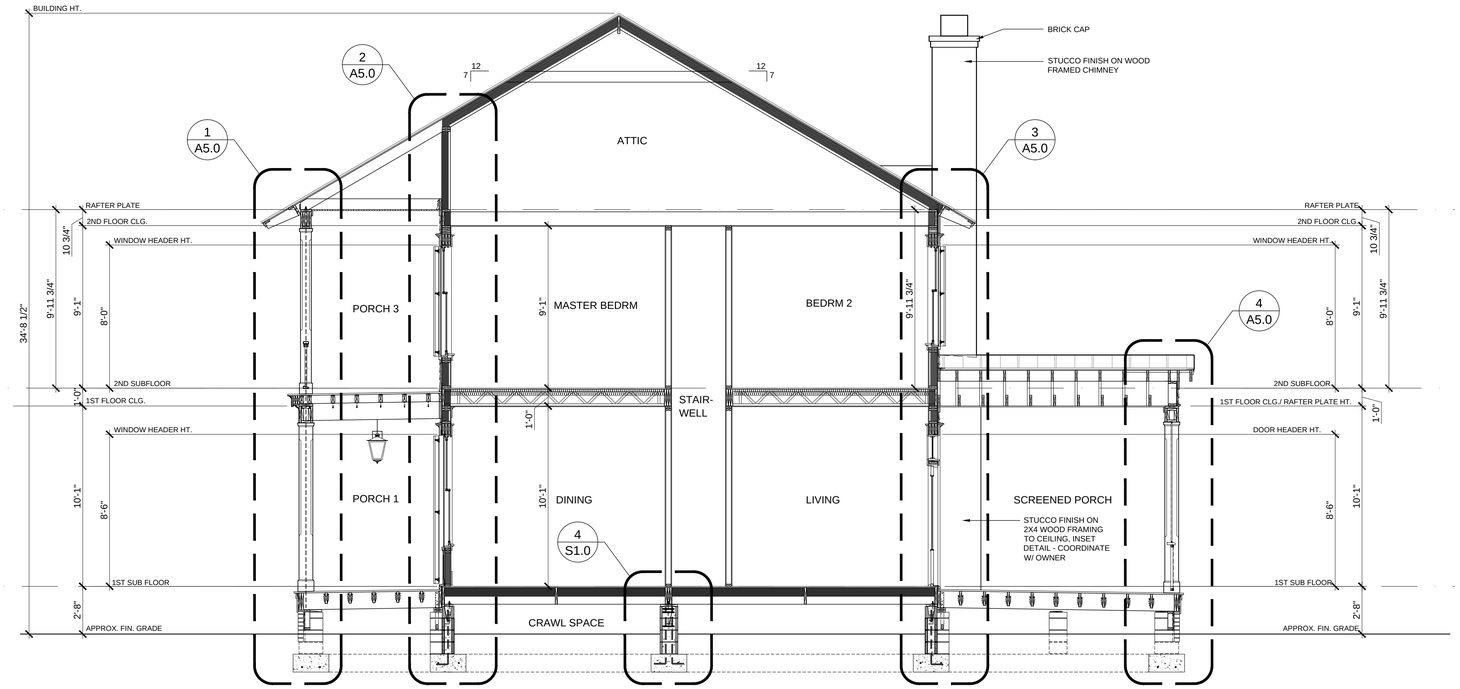
PROJECT:

SEEFRIED RESIDENCE
BLOCK #7, LOT #7, LADIES STREET
FERNANDINA BEACH, FLORIDA

Building Code: It is the responsibility of the purchaser or builder to employ competent professionals familiar with the applicable building codes for this area to ensure that these plans meet or exceed the minimum requirements of the code. Any deviations from the code must be the responsibility of the purchaser and the purchaser's construction advisors.

CONSTRUCTION

SHEET: A3.0



1 A4.0 BUILDING SECTION

1/4" = 1'-0"

NOTE:

CONTRACTOR TO VERIFY ALL CODE REQUIREMENTS, STRUCTURAL AND ENGINEERING DETAILS

CONTRACTOR TO VERIFY VENTILATION & WATER PROOFING DETAILS

CONTRACTOR TO VERIFY AND/OR SPECIFY CONNECTIONS BETWEEN HOUSE AND FOUNDATION MEET ALL APPLICABLE BUILDING CODES

ROOF VENTING NOTE:
THE DETAILS INCLUDED IN THIS SET ILLUSTRATE INSULATION EXTENDING UP RAFTERS TO ENCLOSE THE ENTIRE BUILDING SHELL & NON-VENTED ATTIC.
IF THE ATTIC AREA IS NOT INSULATED, SOFFIT AND ATTIC VENTING WILL BE REQUIRED.

NOTE:
CONNECTION OF RIMBOARD OR OTHER BUILDING COMPONENTS TO BE DETERMINED BY OWNER/CONTRACTOR BASED ON LOCAL BUILDING FOUNDATION REQUIREMENTS

INSULATION NOTE:
INSTALL BASF OPEN CELL SPRAY FOAM INSULATION WITH THE FOLLOWING MINIMUMS: FIRE SPREAD INDEX = 25; SMOKE DEVELOP INDEX = 350; MEET NFPA 286.

ROOF RAFTERS	R-30
EXTERIOR WALLS	R-19
FOUNDATION / CRAWL SPACE	R-19

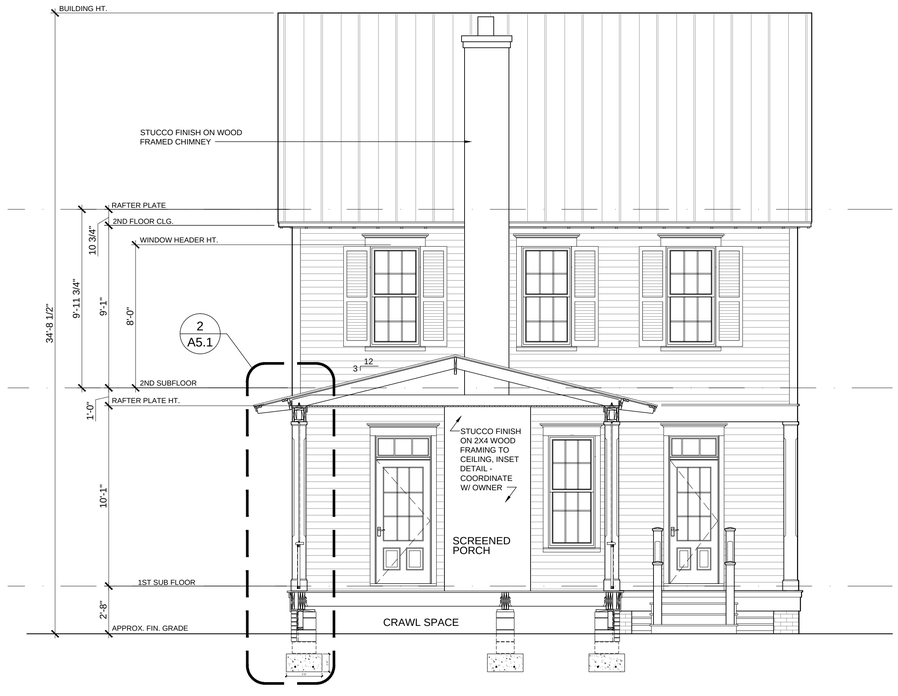
INSTALL R-15 SOUND INSULATION IN 2ND FLOOR FRAMING & AROUND BATHROOMS.

INSULATION SHALL COMPLY WITH R316.6, AND R806.5

EXTERIOR NOTES:

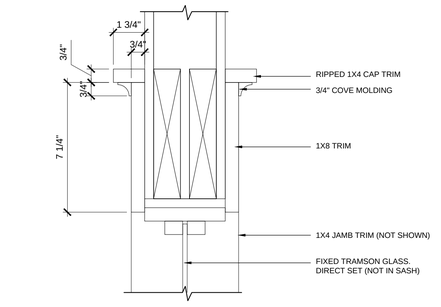
1) ALL FINISHED BEAMS SHALL ALIGN WITH UPPER THROAT OF COLUMNS BELOW.
2) VERTICAL CENTER LINES OF ALL 2ND FLOOR COLUMNS/POSTS SHALL ALIGN WITH VERTICAL CENTER LINES OF COLUMNS/POSTS BELOW FOR MULTI STORY PORCHES.
3) "CENTER CUT" INDICATES TIMBERS CUT TO INCLUDE THE HEART OF THE TREE WITHIN +/- 1-1/2" OF CENTER OF TIMBER, TOP & BOTTOM.
4) WHERE CELLULAR PVC, "CPVC" IS INDICATED, #1 GRADE, SMOOTH, PRESSURE TREATED WOOD MAY BE SUBSTITUTED AT THE OWNER'S REQUEST.
5) INSTALL ALL STRAPS & METAL CONNECTORS IN ACCORDANCE WITH MANUFACTURERS WRITTEN RECOMMENDATIONS.

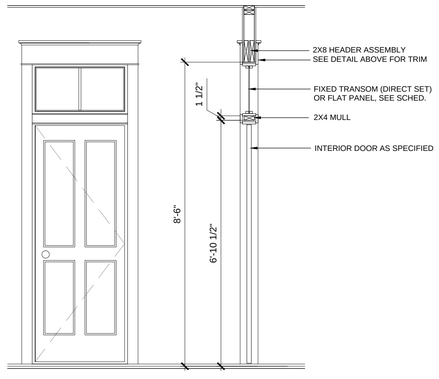
FINISH GRADE LINES SHOWN ARE APPROXIMATE. VERIFY THAT FINISHED GRADE SLOPES AWAY FROM BUILDING AT LEAST 4'-0", BUT NOT ON TO ADJACENT PROPERTIES. BUILDER SHALL ESTABLISH FINISHED FLOOR ELEVATION IN ACCORDANCE WITH LOCAL CODES. BUILDER SHALL ALSO MAINTAIN ADEQUATE CLEARANCE BETWEEN FINISHED GRADE AND ANY WOOD CONSTRUCTION. NUMBER OF STEPS TO GRADE DEPEND ON SPECIFIC SITE ELEVATIONS.



2 A4.0 BUILDING SECTION

1/4" = 1'-0"





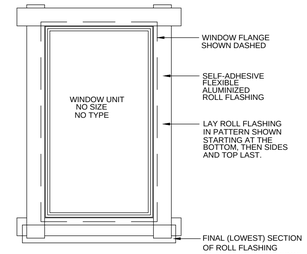
3 A4.0 SECTION DETAIL (interior doors)

1/2"=1'-0"

DOOR & WINDOW NOTES:
TEMPERED GLAZING SHALL BE INSTALLED IN ALL DOORS OR WINDOWS ADJACENT TO SIDEWALKS, PORCHES, PATIOS, OR OTHER AREAS WHERE A PERSON MAY WALK UP TO THE GLAZED AREA, ADJACENT TO PLUMBING FIXTURES, AS WELL AS ANY OTHER AREAS AS MAY BE REQUIRED BY LOCAL CODES.

INSTALL WEATHERSTRIPPING & WEATHER SWEEPS ON ALL DOORS LEADING TO UNCONDITIONED AREAS. ALL OPERABLE WINDOWS SHALL BE FACTORY WEATHERSTRIPPED. ALL DOORS & WINDOWS SHALL BE SEALED TOP, SIDES & BOTTOM AND SHALL OPERATE SNUGLY AND SMOOTHLY. BACKPRIME FRAMES BEFORE INSTALLATION

WINDOW SIZES INDICATED ON PLANS ARE GENERIC SASH SIZES & FRAME SIZES.



F A4.0 TYP. WINDOW & DOOR FLASHING

NO SCALE

DATE: FEB. 20, 2020

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REVISIONS:

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FERNANDINA BEACH, FLORIDA

SHEET: A4.0

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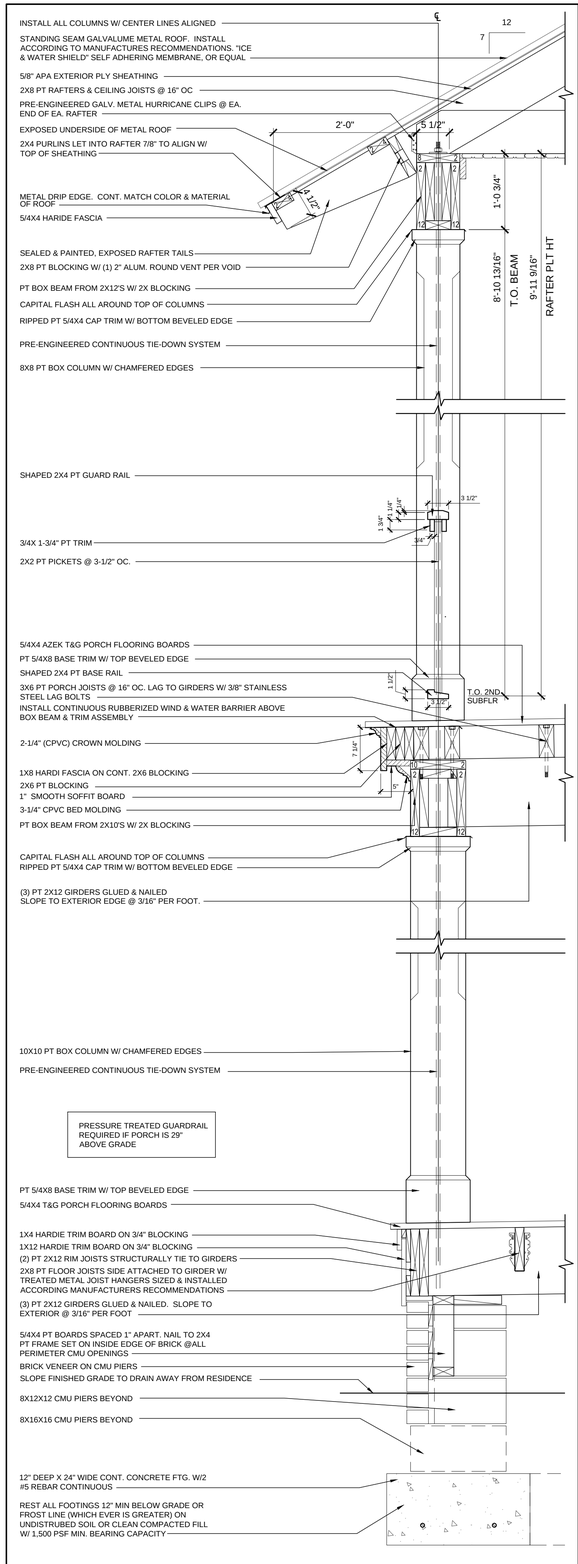
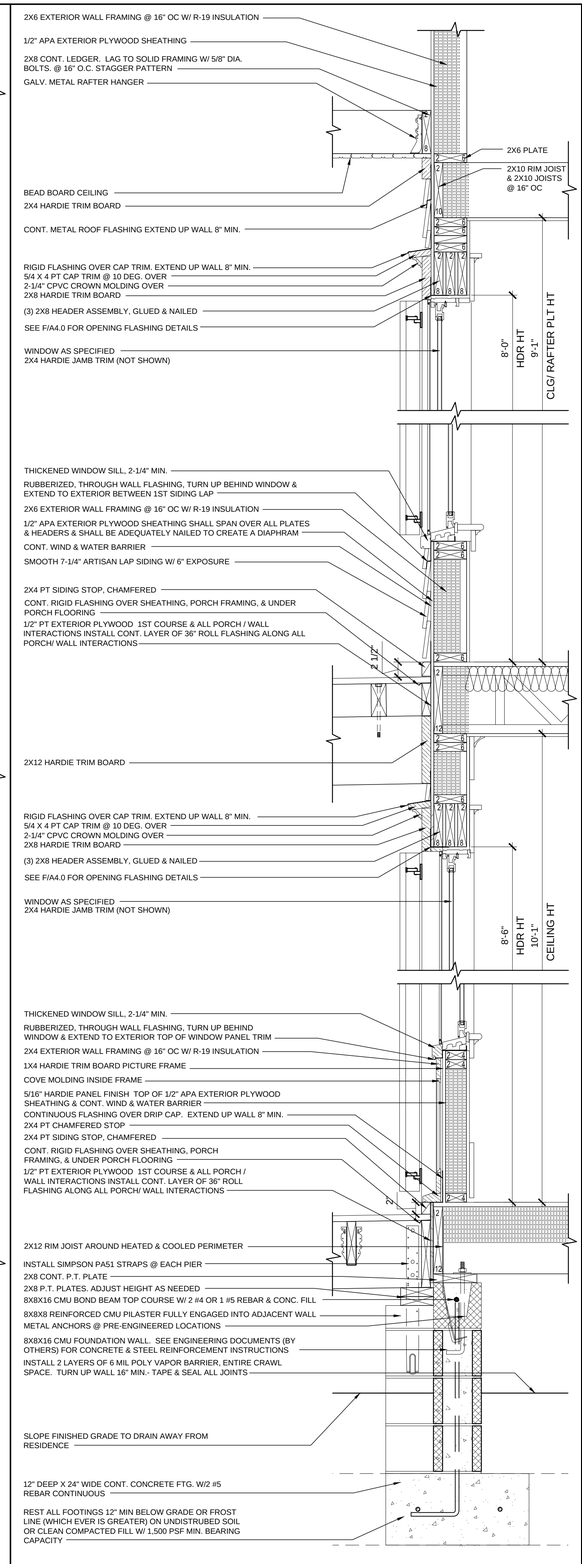


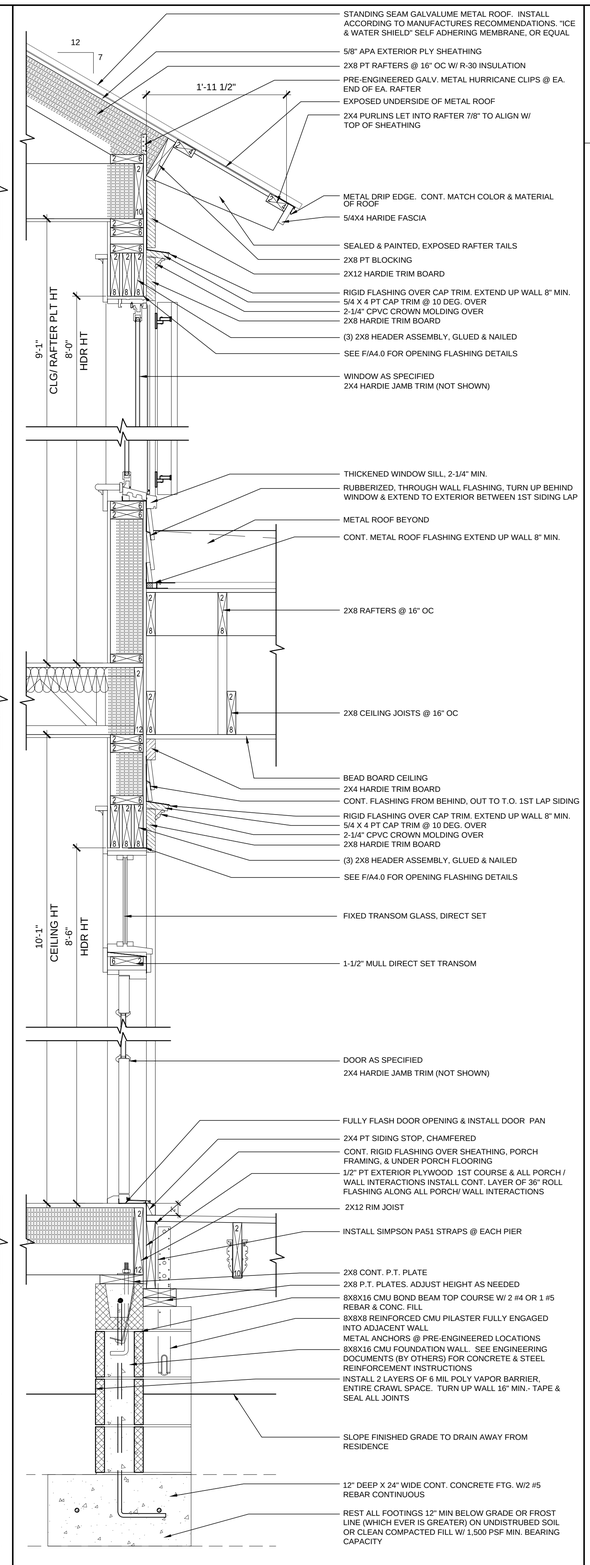
1 A5.0 WALL SECTION (entry porch)

1" = 1'-0"



2 A5.0 WALL SECTION (entry porch)

1" = 1'-0"



3 A5.0 WALL SECTION (living/ screened porch)

1" = 1'-0"

NOTE:

CONTRACTOR TO VERIFY ALL CODE REQUIREMENTS, STRUCTURAL AND ENGINEERING DETAILS

CONTRACTOR TO VERIFY VENTILATION & WATER PROOFING DETAILS

CONTRACTOR TO VERIFY AND/OR SPECIFY CONNECTIONS BETWEEN HOUSE AND FOUNDATION MEET ALL APPLICABLE BUILDING CODES

ROOF VENTING NOTE:
THE DETAILS INCLUDED IN THIS SET ILLUSTRATE INSULATION EXTENDING UP RAFTERS TO ENCLOSE THE ENTIRE BUILDING SHELL & NON-VENTED ATTIC.
IF THE ATTIC AREA IS NOT INSULATED, SOFFIT AND ATTIC VENTING WILL BE REQUIRED.

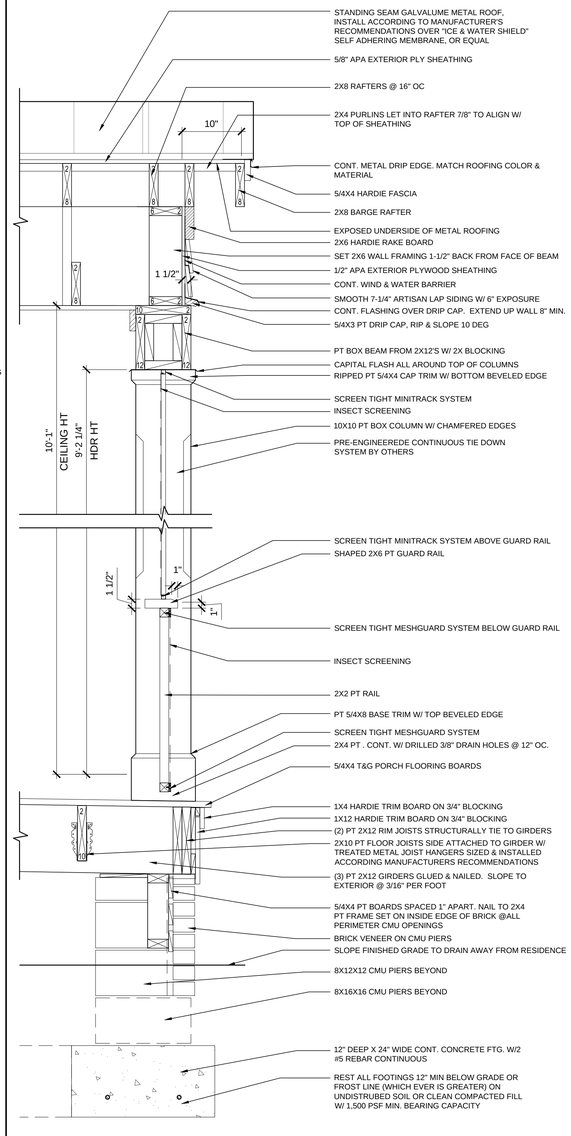
NOTE:
CONNECTION OF RIMBOARD OR OTHER BUILDING COMPONENTS TO BE DETERMINED BY OWNER/CONTRACTOR BASED ON LOCAL BUILDING FOUNDATION REQUIREMENTS

INSULATION NOTE:
INSTALL BASF OPEN CELL SPRAY FOAM INSULATION WITH THE FOLLOWING MINIMUMS: FIRE SPREAD INDEX = 25; SMOKE DEVELOP INDEX = 350; MEET NFPA 286.

ROOF RAFTERS	R-30
EXTERIOR WALLS	R-19
FOUNDATION / CRAWL SPACE	R-19

INSTALL R-15 SOUND INSULATION IN 2ND FLOOR FRAMING & AROUND BATHROOMS.

INSULATION SHALL COMPLY WITH R316.6, AND R806.5



4 A5.0 WALL SECTION (screened porch)

1" = 1'-0"

DATE:

FEB. 20, 2020

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RESIDENTIAL DESIGNERS
17 MARKET NO.2 - BEAUFORT, SC 29906
info@moserdesigngroup.com
PHONE (843) 379-5630 FAX (843) 379-5631

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REVISIONS:

PROJECT:

SEEFRIED RESIDENCE
BLOCK #7, LOT #7, LADIES STREET
FERNANDINA BEACH, FLORIDA

SHEET:

A5.0

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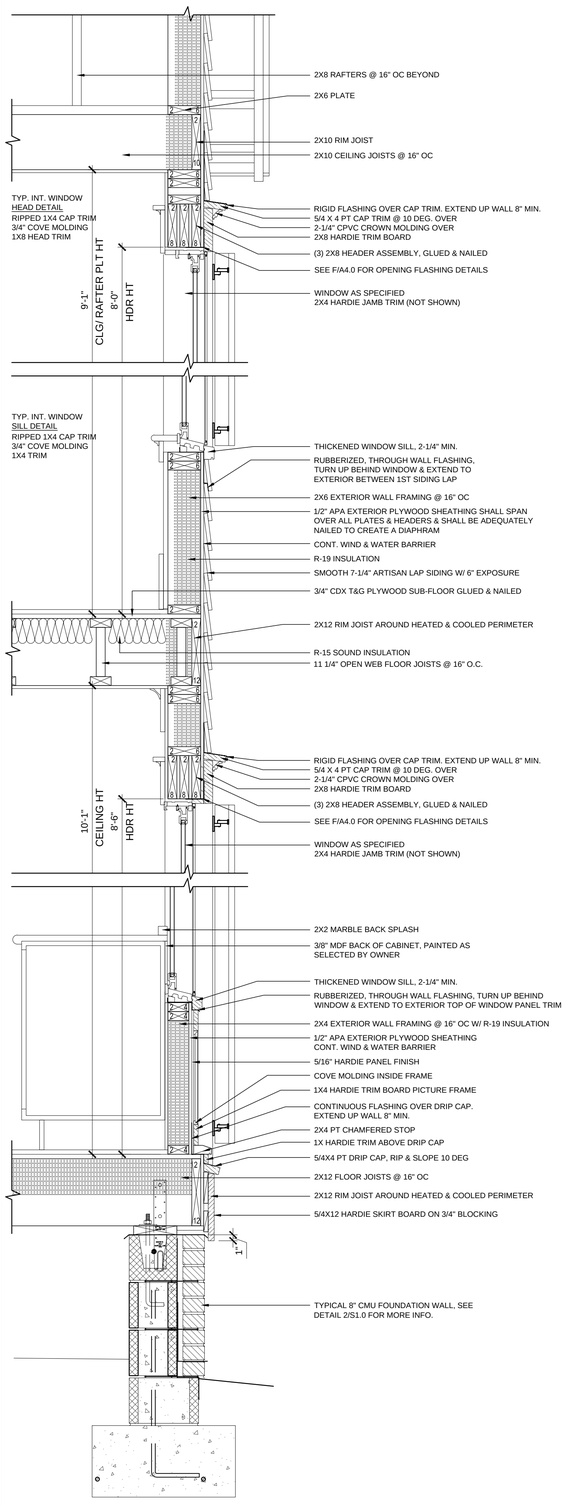
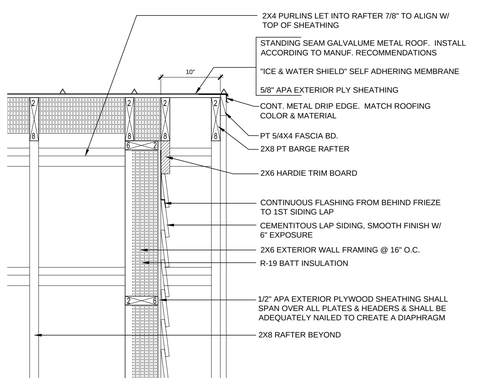


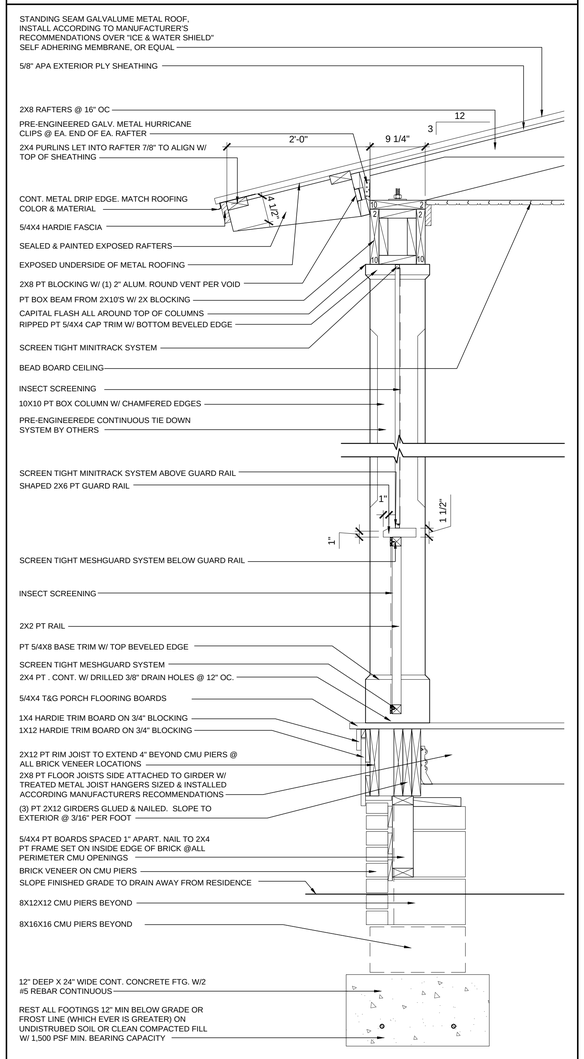
1 A5.1 WALL SECTION (kitchen counter)

1" = 1'-0"



4 A5.1 GABLE END DETAIL

1" = 1'-0"



2 A5.1 WALL SECTION (screen porch)

1" = 1'-0"

NOTE:

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CONTRACTOR TO VERIFY AND/OR SPECIFY CONNECTIONS BETWEEN HOUSE AND FOUNDATION MEET ALL APPLICABLE BUILDING CODES

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EXTERIOR WALLS	R-19
FOUNDATION / CRAWL SPACE	R-19

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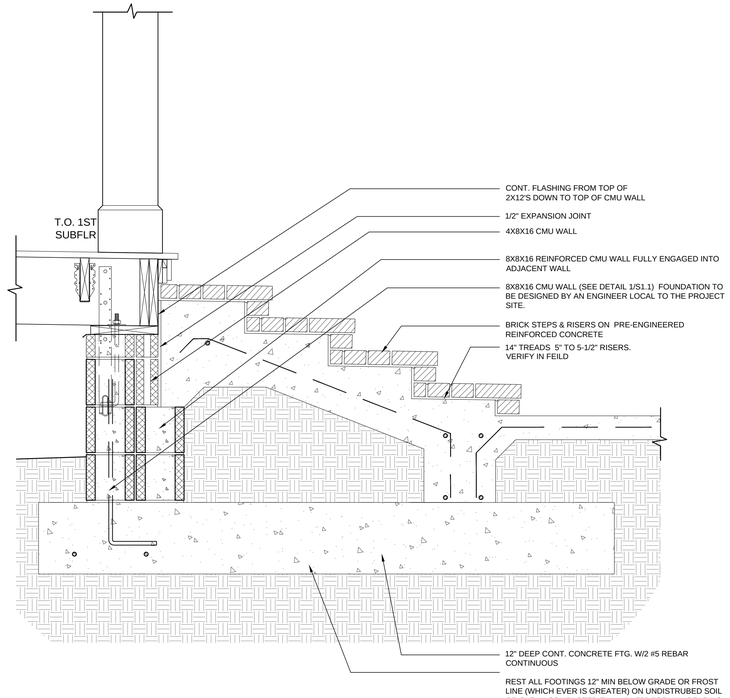
INSULATION SHALL COMPLY WITH R316.6, AND R806.5



3 A5.1 SECTION DETAIL (brick steps)

1" = 1'-0"

DATE: FEB. 20, 2020

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PROJECT:

SEEFRIED RESIDENCE
BLOCK #7, LOT #7, LADIES STREET
FERNANDINA BEACH, FLORIDA

Building Code: 2018 IRC
Residential Design Criteria: 3 sec gust, 130 mph, Exposure B, Risk Category II
Flood Zone: AE 9
Base Flood Elevation: 9'

Builder/Contractor is responsible for verifying these plans comply with all codes and requirements of the governing authorities having jurisdiction over the construction site. It is the purchaser's responsibility to consult with the proper construction professionals to ascertain the suitability of these plans for their site and, if necessary, make changes to these plans to meet their site conditions. It is the responsibility of the purchaser and the purchaser's construction advisors.

SHEET: A5.1

PROGRESS SET
NOT FOR CONSTRUCTION

ELECTRICAL NOTES

1. Drawings are diagrammatic only. They do not illustrate conduit, wiring, panels, breakers, disconnects, accessories, etc. It is the builders responsibility to correctly locate and install all items necessary to to complete the electrical package, regardless of whether they shown on the this drawing. Builder to verify electrical design and installation is in accordance with all applicable codes, standards and requirements.

2. Install outlets to the following specifications, or to meet local building codes. Install GFCI outlets in all wet locations, kitchen and bathroom. In the kitchen, outlets must be every 4' at counter as required by applicable codes. These areas include receptacles in a bathroom, kitchenette, or other area where running water is present or areas exposed to the weather. Use AFCI outlets and switches in the bedroom. Use W/P outlet as exterior.

3. Install hardwired smoke detectors with battery backup. Interconnect detectors so that all will sound should one detector activate. Verify number of smoke detectors required and locations with owner and code requirements. Detectors shall be installed in all sleeping areas and just outside bedrooms as a minimum.

4. Some equipment may require electrical service, such as water heaters, air conditioning units, condensate pumps, etc. Electrical contractor shall include electrical service to all such equipment. Coordinate with other trades concerning items requiring electrical service. Coordinate service and ampacity required. Provide one duplex outlet and one light if unit os in non-lit area for every condensing unit and every air-handling unit as required by applicable codes. Outlet shall be weatherproof GFCI if unit is exposed to weather.

5. Provide panel boards of proper voltage and ampacity for all electrical circuits.

6. Verify service requirements with local power company including transformer locations and types, disconnects, at exterior of building, voltages, ampacities and other details of electrical construction. Size all feeders according to NEC requirements.

7. Run all cable concealed in walls, ceiling or floors unless noted otherwise.

8. Provide blocking for all fixtures.

9. Insulate and seal solidly behind receptacles in exterior walls.

10. Light fixtures shall be centered in ceiling areas unless noted otherwise. The designer recommends that all light fixtures be surface mounted, not recessed can lights.

11. Locate switches adjacent to but not intersecting door casings or trim. Switches shall typically be mounted 36" AFF to center of switch.

12. Consult owner and add exterior security lighting if required. Verify lighting type and switching.

AUXILIARY SYSTEMS NOTES

1. No alarm systems, telephone outlets or computer outlets are shown. Verify alarm requirements with owner and install as required.

PLUMBING NOTES

1. System shall be designed in accordance with all applicable codes, standards and requirements of local utility officials.

2. Insulate all domestic water supply lines in un-insulated spaces with tubular foam insulation. Insulation shall be of self-sealing type or shall be taped closed with foil faced tape.

3. Center all fixtures in space allocated unless noted otherwise. Coordinate placement of all drains with flooring subcontractor.

4. Cleanouts shall extend to surfaces or shall be provided with access doors or similar devices. Cap all pipe to be left open overnight and protect pipe during installation from dirt, gravel, and other debris which might cause blockages or flow restrictions. All valves, cleanouts and control devices shall be accessible for operation and maintenance through access doors or panels manufactured for such purposes.

5. Lead solder is not allowed on this project.

6. Soil and vent stacks shall have cleanouts as required by applicable codes for proper maintenance.

7. Coordinate with an electrician concerning items requiring electrical service such as water coolers, sensor flush valves and water heaters. Coordinate service and ampacity required.

8. Seal to wall, floor or countertop around all fixtures with tub and tile sealant to match color of fixture unless otherwise noted.

MECHANICAL NOTES

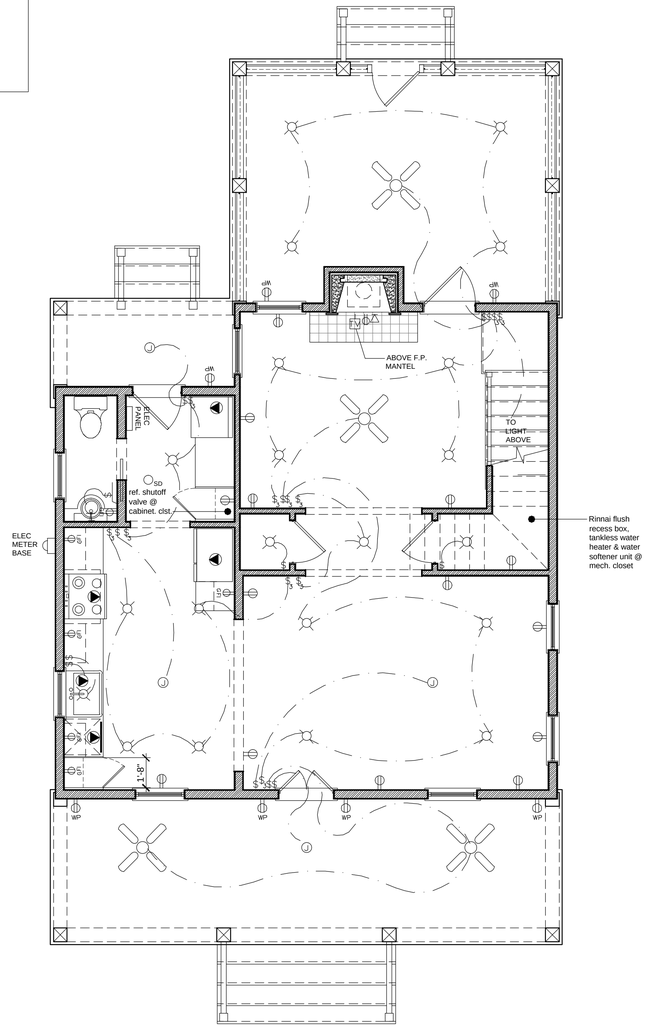
Design and specification or mechanical system to be determined by builder or local engineer. Builder to furnish all ductwork, control wiring, piping, fittings, accessories, etc. for complete installation. Closely coordinate work with all other trades. Maintain ceiling heights and duct spaces provided.

ELECTRICAL LEGEND

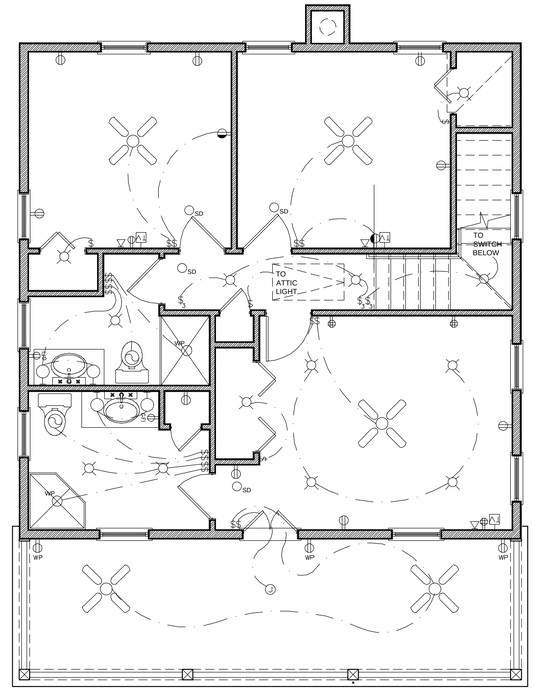
	SURFACE MOUNT LIGHT FIXTURE
	HALOGEN PIN LIGHT
	SURFACE MOUNTED LIGHT
	WALL MOUNT LANTERN
	WALL MOUNT PICTURE LIGHT
	2'X4' FLUORESCENT LIGHT UNIT
J	JUNCTION BOX FOR HANGING FIXTURE
	VENT
	SINGLE POLE SWITCH
3	3-WAY SWITCH
4	4-WAY SWITCH
G	GLOW SWITCH
B	DOOR BELL
C	DOOR BELL CHIMES
	110v DUPLEX RECEPTACLE
	1/2 SWITCHED RECEPTACLE
	FLOOR RECEPTACLE
GFI	GFI DUPLEX RECEPTACLE
WP	WATER PROOF RECEPTACLE
220	220v HOOK-UP
	APPLIANCE HOOK-UP
CATV	CABLE TV HOOK-UP
	TELEPHONE JACK
T	THERMOSTAT
SD	SMOKE DETECTOR
WH	80 GAL HOT WATER HEATER
	THERMO-CONTROLLED ATTIC VENT FAN
	HVAC AIRHANDLER
*	ELECTRICAL MAIN PANEL
	ELECTRIC METER BASE

ADDITIONAL ELECTRICAL HOOK UP:

- WH — WATER HEATER HOOKUP IN ATTIC
- ATTIC VENT FAN HOOKUP IN ATTIC
- AIR HANDLER HOOKUP IN ATTIC
- J — JUNCTION BOX
  ELECTRICIAN TO PROVIDE LIGHT FIXTURE OR CEILING FAN FOR EACH JUNCTION BOX SHOWN ON PLAN PER OWNERS SELECTION..



1 E1.0 FIRST FLOOR ELECTRICAL
1/4" = 1'-0"



2 E1.0 SECOND FLOOR ELECTRICAL
1/4" = 1'-0"

DATE: FEB. 20, 2020

MDG — MOSER DESIGN GROUP — Residential Design — Urban Planning

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PROJECT:
SEEFRIED RESIDENCE
BLOCK #7, LOT #7, LADIES STREET
FERNANDINA BEACH, FLORIDA

SHEET: E1.0

PRELIMINARY NOT FOR CONSTRUCTION

HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2020-01
MARCH 19, 2020

Owner/Applicant:	John Hillman
Property Address:	1001 White Street (Old Town)
Requested action:	Certificate of Approval (COA) to rehabilitate exterior of home to include additions, screened porch, and accessory dwelling unit.
Current zoning:	OT-1
FLUM land use category:	Old Town
Existing uses on the site:	Single-Family Residential
FL Master Site File #	N/A
Year Built:	1938 (NCPA)
Contributing Status:	Non-Contributing

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

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is seeking a Certificate of Approval (COA) to rehabilitate exterior of home to include additions, screened porch, and accessory dwelling unit. The scope will include replacement of non-historic doors, windows, and siding with designs/materials more appropriate to the period of the home.

This case was continued from the February 20, 2020 HDC meeting to allow the applicant time to address the boards concerns.

APPLICABLE GUIDELINES:

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE
OLD TOWN FERNANDINA PRESERVATION AND DEVELOPMENT GUIDELINES
SECRETERY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

ANALYSIS:

The proposed rehabilitation and construction of the accessory dwelling unit will be in keeping with the scale and design of the home and is respectful of all of the view corridors.

The applicant has submitted supplemental materials to demonstrate scale and massing of structure, as well as an option for creating an element to honor the mid-lot corridor dimension. Staff notes that this is not a required element for an existing non-conforming structure, but is beneficial as long as it fits harmoniously with the homes architecture.

STAFF RECOMMENDATION:

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

Staff recommends:

APPROVAL of HDC 2020-01

MOTION TO CONSIDER:

I move to **approve or deny** case number HDC 2020-01 **with or without** conditions;

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

That HDC case HDC 2020-01, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Old Town Preservation and Development Guidelines to warrant approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2020-01 Application and Backup Materials (as amended for March review)

Respectfully Submitted,

Salvatore J. Cumella
Historic Preservation Planner

1001 White Street

Submission Post Board Meeting on February 20th, 2020

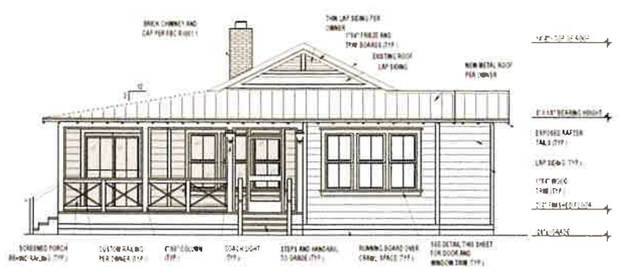
- Submission Post Board Meeting on February 20th, 2020
- Open Items to review:
  - Perspective on Garage Improvement compared to additions to primary structure.
  - Request for architectural recognition of Mid-Peonia on Commandant Street.

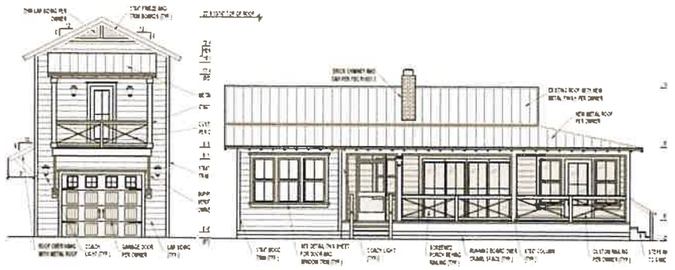
White Street

Commandant Street

San Fernando Street
towards back of house

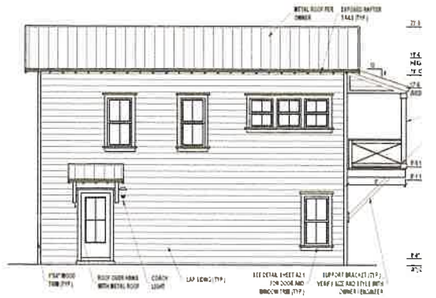
1001 White Street - Existing





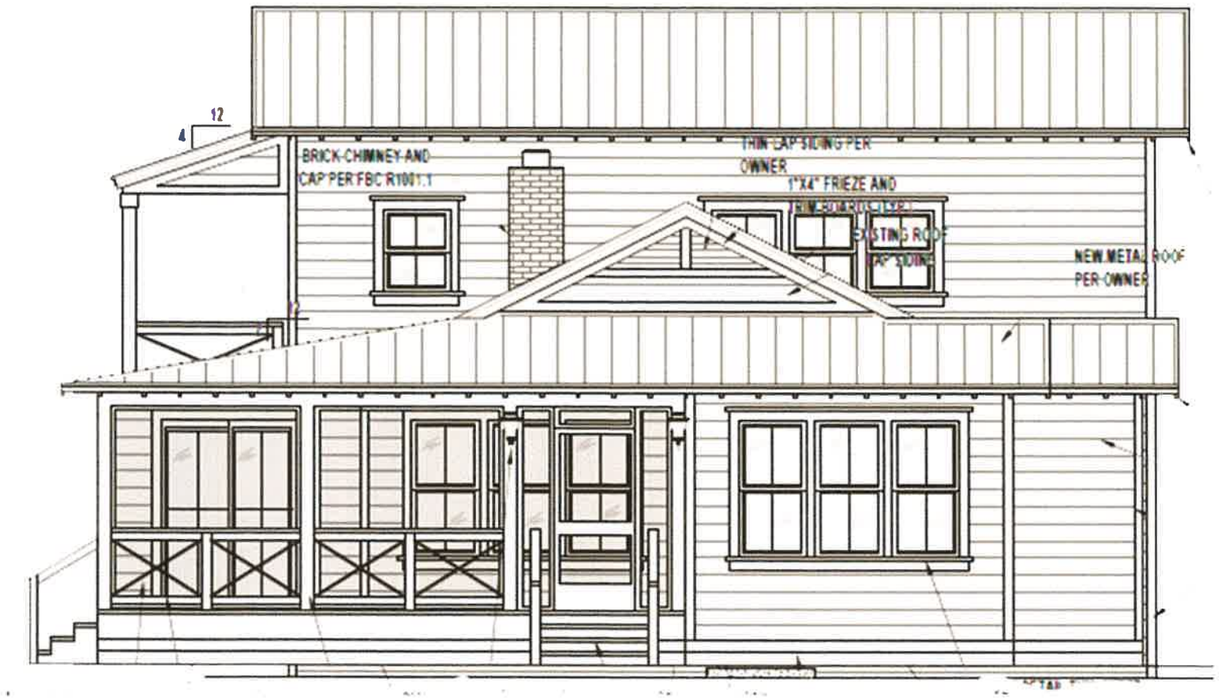
GARAGE / APARTMENT FRONT ELEVATION

LEFT SIDE ELEVATION



Existing & Improvements

White Street Street

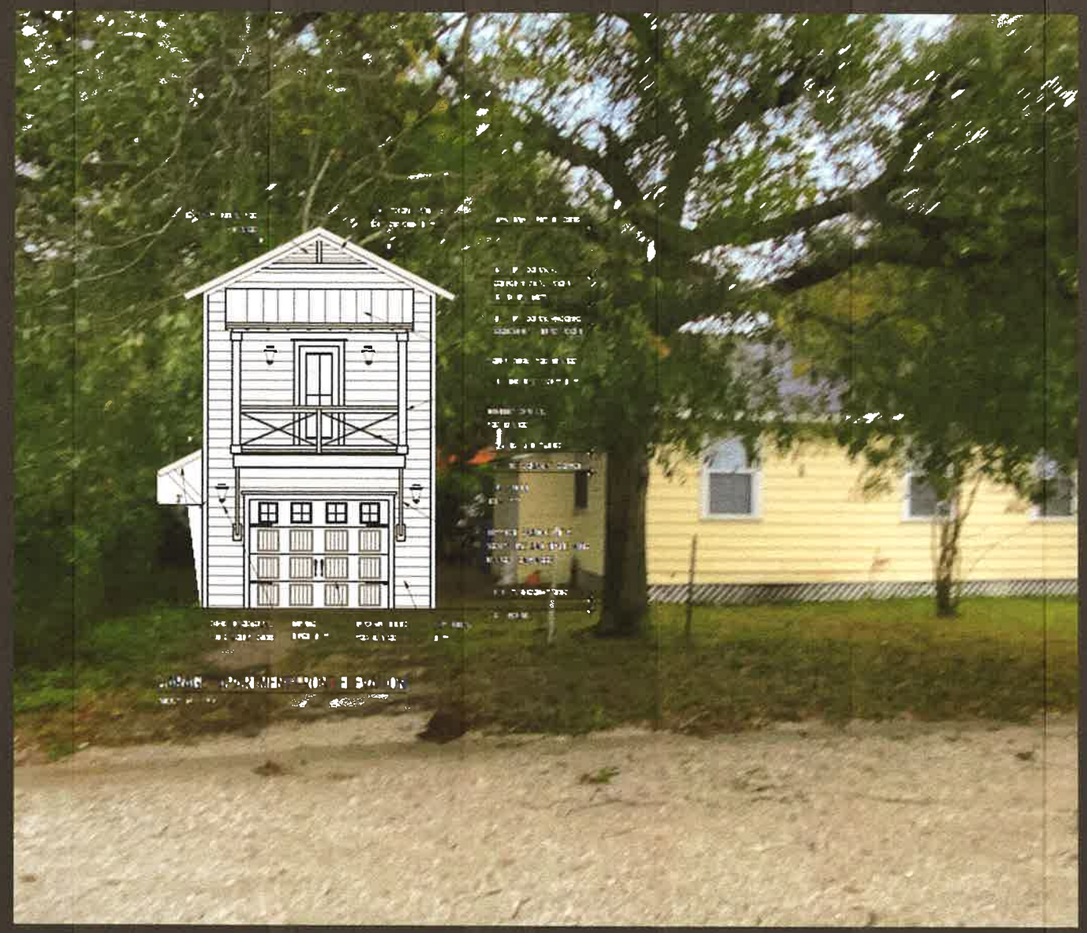


White Street Street

Tree Canopy Matters – Cannot See Garage Structure From White Street

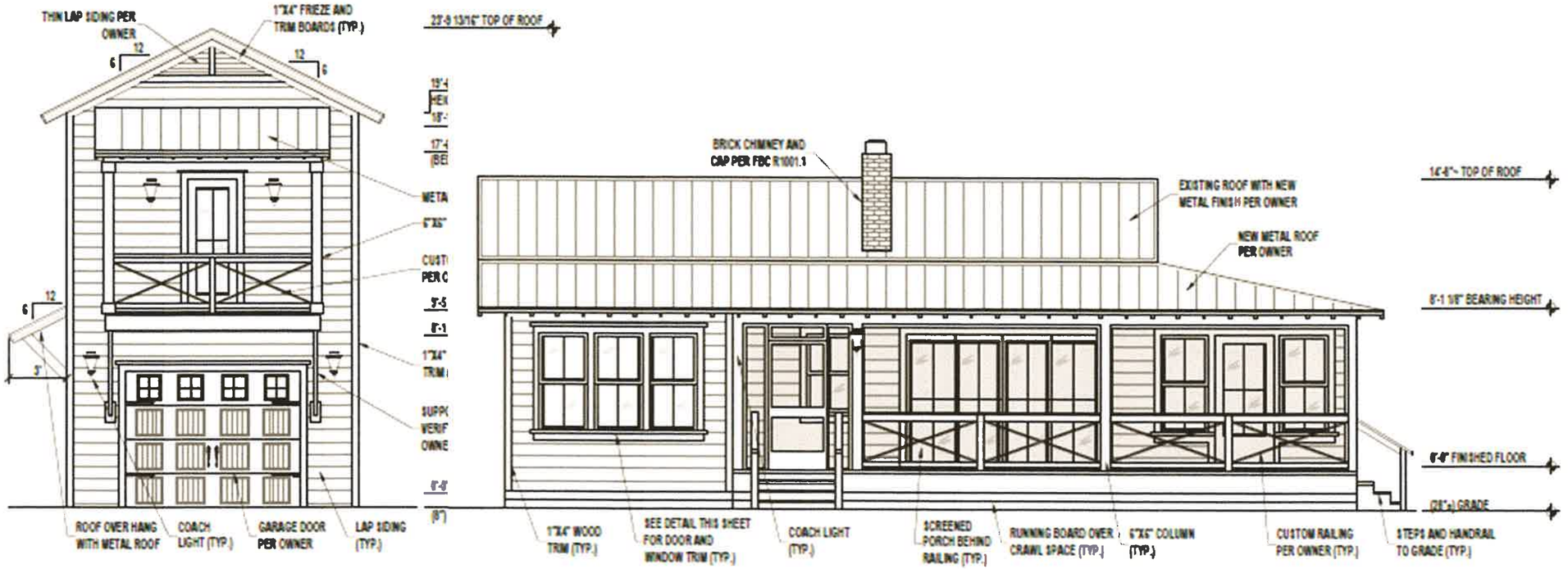
Question From HDC Board regarding the neighbor garage apartment visibility

This is the view from Commandant Street



Question From HDC Board About relationship between primary & secondary structure. Not a full representation of the impact of the Cedar & Oak Tree to further diminish the roof lines of the garage.

Commandant Street (Before HDC)



GARAGE / APARTMENT FRONT ELEVATION

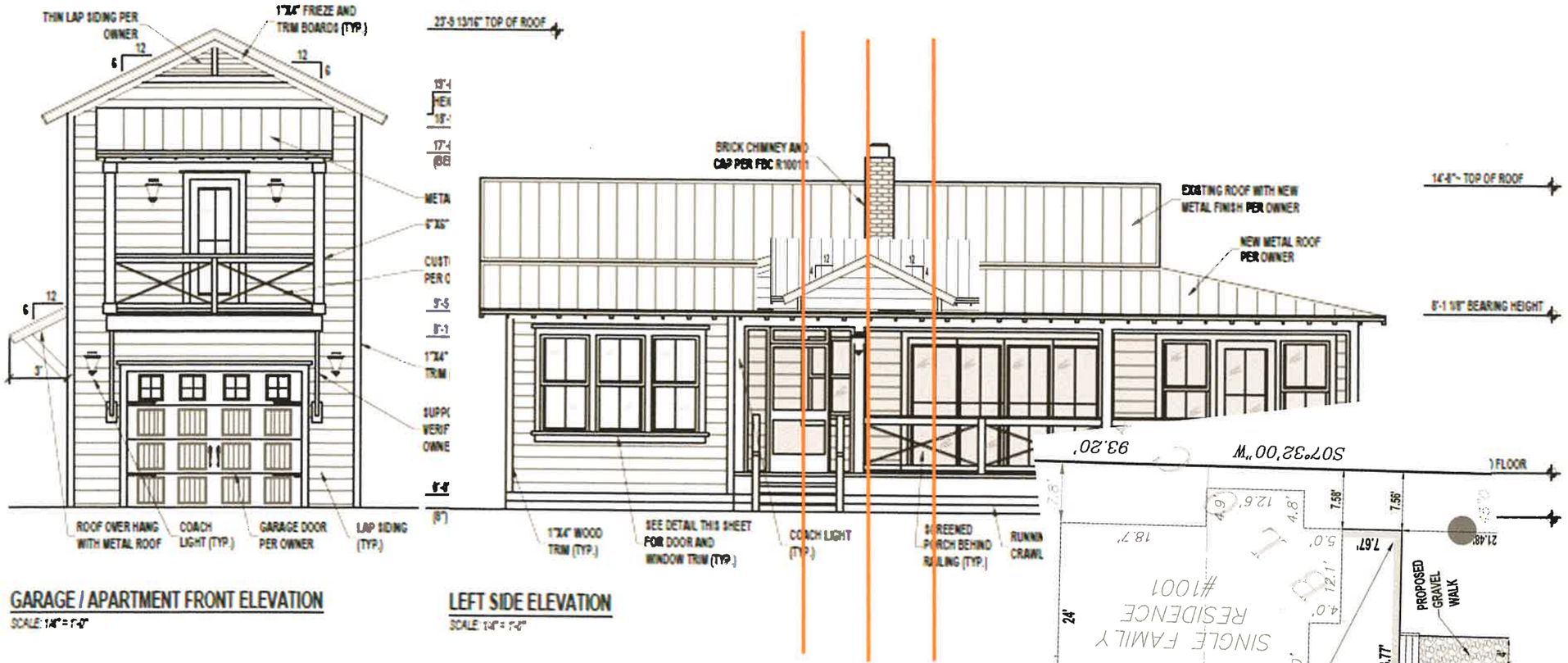
SCALE: 1/4" = 1'-0"

LEFT SIDE ELEVATION

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

Commandant Street

Proposed Solution For Media Peonia



The mid peonia begins between lots 11 / 12. Add a gable porch element over this center line and if possible have it run 10’ at the bottom of the gable triangle. Move the stairs to center on this. Do your best to realign the columns down this run but we know it may throw it off.

Land Development Code

3. Building types
   a. A primary building is defined as the principal unit of occupancy. While this usually refers to a private dwelling unit, it also applies to appropriate commercial buildings allowed in the OT-2 zoning district.
   b. Outbuildings are ancillary to the primary building in size and degree of occupancy. Outbuildings may be attached by connecting elements or remain detached. Outbuildings include, but are not limited to, garages, storage sheds, greenhouses, workshops, gazebos, and playhouses.

l. Garages and outbuildings that house more permanent types of occupancy, such as an accessory dwelling, shall not exceed 500 square feet in area, per level, shall not exceed 24 feet in height, shall not contain a kitchen or kitchenette, and shall not be rented out. The area of all other out buildings is limited to 350 square feet and shall not exceed 16 feet in height.

5. In instances where media-peonias are owned in aggregate or assembled to meet the minimum density or area requirements, the visibility corridor may be crossed by an enclosed primary structure or connecting element which clearly indicates the existence of the visibility corridor (i.e., substantial changes in the roof elevation, substantial indentions or breaks in exterior wall elements and similar architectural features) as may be approved by the Historic District Council (HDC).

Land Development Code

8.00.01 Intent

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

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

OT Design Guidelines

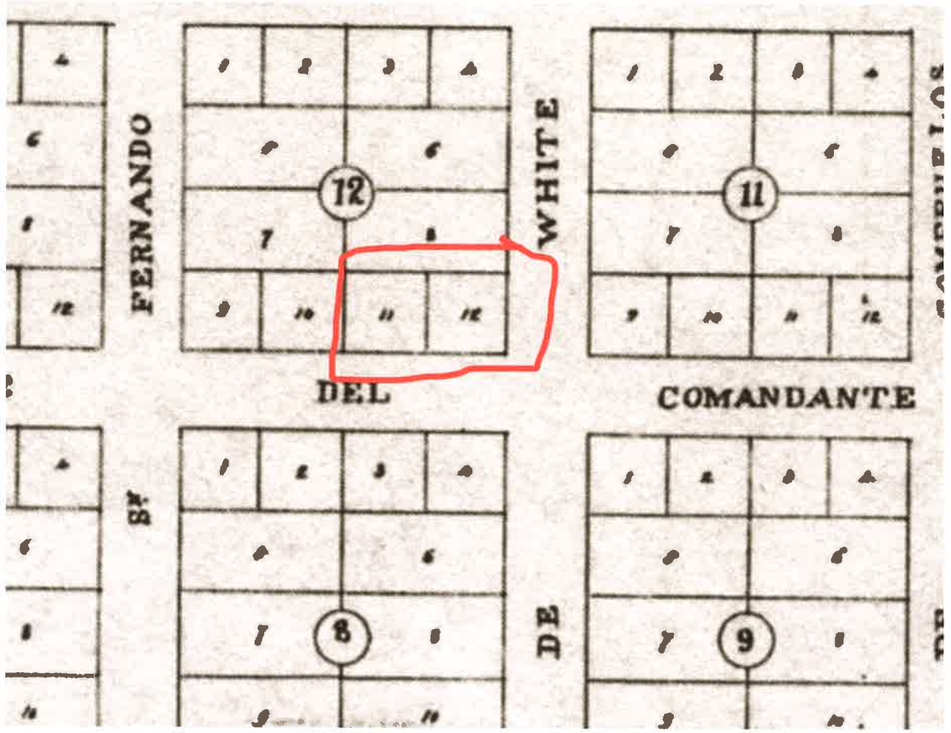
Guideline Goals

- **Maintain** the same configuration of land use fitted to the lot sizes of the Spanish plat in order to make a spatial connection to the history of Old Town.

- **Encourage** inventive ways of adapting contemporary building practices to historical constraints.

- **Enable** the design of diverse outdoor spaces to encourage public interaction and maintain privacy.

- **Design** buildings and landscape to reinforce the order of the historic city plan.



OT Design Guidelines

Old Town.

A major design issue with respect to "fit" is proper scale. Scale is defined as relative size between building elements, the landscape and the town as a whole. Construction of buildings and landscapes in Old Town requires a careful attention to scale and detail.

Unlike most communities, Old Town can never grow beyond a very specific set of geographic limits. Its well-deserved historic district status further guarantees that the scale of Old Town can be maintained. These limits govern the scale of actions from the size of buildings, the distance between structures, the details of buildings and the natural form of landscape.

These concepts are not purely an issue of building style. One can build a well-designed "cracker style" or Victorian era building that does not "fit." Pure size and image are not the keys to building within the context of Old Town. The examples and these guidelines suggest that individuality, uniqueness and even idiosyncrasy are important and verifiable aspects of Old Town's heritage, provided that the building decisions are kept in scale with the rest of the town.

OT Design Guidelines

3.1 General Approach to Building Rehabilitation

In Old Town, existing buildings are generally placed correctly on the grid, are simple in design, and promote a strong connection to the outdoors. The individuality and simplicity of buildings is a principal part of the character of Old Town.

As the town ages, new buildings will be added to the town. These buildings will also deserve consistent preservation measures. For this reason, this chapter provides some general recommendations for rehabilitation of historic properties and existing buildings. The philosophy promoted by these guidelines is to sustain the character of the town by keeping buildings, however modest, in useful service. This is an approach that residents in Old Town have followed for generations and it is consistent with current thinking on sustainable communities.

With these goals in mind, the following section emphasizes **rehabilitation**, which is the process of repairing or altering a historic property while retaining its historic features. A practical approach to preservation, rehabilitation is a compromise between remodeling, which has no sensitivity to the historic features of a building, and restoration, which is a more accurate but costly approach to repair, replacement, and maintenance.

The Secretary of the Interior's Standards for Rehabilitation on page 31 serve as the basis for working within the Historic District. The intent of the Standards is to encourage the retention and preservation of historic buildings as expressed in their architectural design, materials and workmanship. The result of any project reviewed under the Standards should be the preservation of a building's historic materials and distinguishing character. Important characteristics of a building include its overall shape, materials, craftsmanship, decorative details, interior spaces and features, and site and environment.

The reasons for using the Secretary of the Interior's Standards are numerous. The first and most important is consistency. Rehabilitation projects in Florida receiving federal or state funding or tax credits already must observe the standards. Furthermore, property owners seeking a historic preservation property tax exemption under Section 196.1997, Florida Statutes, must also comply with them. A consistent set of standards will result in savings of time and money, and permit avoidance of administrative overlap and conflicting regulations.

A second important reason for using the Secretary of the Interior's Standards is the large body of work developed as part of these guidelines by the National Park Service. The Standards have been successfully applied for many years and have resulted in a number of case studies, published in "Interpreting the Secretary of the Interior's Standards for Rehabilitation." These case studies are available from the Architectural Preservation Services Section of the Bureau of Historic Preservation and provide an excellent source of information for local review boards, preservation architects, preservation planners, owners of historic properties, and others undertaking modifications to historic buildings.

The Secretary of the Interior's Standards for Rehabilitation on page 31 serve as the basis for working within the Historic District. The intent of the Standards is to encourage the retention and preservation of historic buildings as expressed in their architectural design, materials and workmanship. The result of any project reviewed under the Standards should be the preservation of a building's historic materials and distinguishing character. Important characteristics of a building include its overall shape, materials, craftsmanship, decorative details, interior spaces and features, and site and environment.

New Construction/ Modification Triggers

3.9 Contributing Versus Non-Contributing Buildings

The Old Town Historic District is unusual since it derives its primary significance from its original Spanish grid plan and not from its collection of historic architecture. When Old Town was listed in the National Register in 1990 it was listed as a site, rather than a district. Within the site, only ten buildings were listed as contributing, while dozens more were included as non-contributing. Contributing buildings are defined in the LDC. Since listing on the National Register, several of these original contributing buildings have been demolished, and none of the existing buildings date to the period of Spanish occupation. Because of the loss of original buildings and the passage of time, a re-survey and update of the district is recommended.

New construction and rehabilitation is reviewed in the Old Town Historic District by the Historic District Council (HDC). Non-contributing buildings are reviewed by the HDC with greater flexibility than contributing buildings, but owners are encouraged to preserve and maintain the character of their older buildings.

This 19th century dwelling at 107 Estrada Street is an example of a contributing building within the Old Town Historic District.

The mid-20th century dwelling at 1012 Ladies Street is non-contributing but rehabilitation work should respect its original design and detailing.

(HDC). Non-contributing buildings are reviewed by the HDC with greater flexibility than contributing buildings, but owners are encouraged to preserve and maintain the character of their older buildings.

Question for HDC Board

- Within the LDC or the OT Design Guidelines, is there a reference point that describes existing – non conforming / non contributing structures as being required by the addition of a porch or some percentage of improvements to then be subject to LDC 3K5. In other words, the structure has not had these requirements for 80 years so it's a requirement for "any or some element of improvement?"

5. In instances where media-peonias are owned in aggregate or assembled to meet the minimum density or area requirements, the visibility corridor may be crossed by an enclosed primary structure or connecting element which clearly indicates the existence of the visibility corridor (i.e., substantial changes in the roof elevation, substantial indentions or breaks in exterior wall elements and similar architectural features) as may be approved by the Historic District Council (HDC).

OT Design Guidelines

3.2 The Secretary of the Interior's Standards of Rehabilitation

The guidelines are based on the Secretary of the Interior's Standards of Rehabilitation. The Standards have become the authoritative source for the treatment of historic buildings both nationally and in Florida. They provide a logical point of departure for developing local guidelines. They pertain to historic buildings of all sizes, materials, and types, interior and exterior work, demolition, relocation, new construction, and handicap accessibility. Additional information on these standards can be found at the following website: www.flheritage.com/preservation.

Recommended Standards:

1. A property shall be used for its historic purpose or be adapted to a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.

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

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

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

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

conjectural
(kənd͡ʒɛktʃərəl)
ADJECTIVEA statement that is conjectural is based on information that is not certain or complete.

New Construction/ Modification Triggers

Out Buildings are ancillary to the primary structure in size and degree of occupation. Out Buildings may be attached by Connecting Elements (recommended with details covered in the next section) or remain detached. Out Buildings include, but are not limited to, garage apartments, garages, storage sheds, greenhouses, workshops, gazebos, and playhouses.

This section covers the connection of buildings to the ground, building heights, roof forms, massing relationships of Building Elements, and the integration of Connecting Elements to achieve diversity. Setting and Landscape Elements are addressed in Chapter 5.

The term Building Typology refers to the orderly arrangement of all architectural and landscape components. This term is used here instead of style in order to emphasize the spatial characteristics of a structure in the historic plan, rather than its surface appearance. Detailed studies of style are appropriate in historic districts such as nearby downtown Fernandina Beach due to a more consistent architectural fabric.

Since the buildings in Old Town are few in number and generally not "historic" by formal definitions, this section presents a set of design principles that may apply to many different styles. The reader will find that much of the discussion centers on careful placement onto the Spanish Plan both in plan and elevation.

During the period of Old Town's founding and subsequent occupation, many building strategies were practiced. Although little evidence remains from the period of record, building traditions from New Spain, the American Colonies of the South, and the Caribbean are tapped as resources in this guide. The lessons of these modest domestic and public buildings demonstrate an inventive use of local materials, careful consideration of climate (largely due to the fact they did not have air conditioning) and attention to construction details. In contemporary culture, where air conditioning is expected and materials can be purchased from anywhere in the world, the traditional restrictions of place are less influential.

Detached outbuildings are encouraged over attached ones. Detached garages and other accessory buildings are more historically accurate. Garages should not be built into a primary structure. The general consensus in the Old Town neighborhood is for detached garages versus designed garage space below principal living space.

New outbuildings in Old Town are most often garages which can be two-stories such as 715 San Fernando Street (above) or one-story as at 801 White Street (below).

How do I find out the size of a building?

How to Calculate Building Area

1.Measure the length and width of each room by measuring adjacent walls.

2.Multiply the length to the width for the area of each individual room. Record the area figures on sheet of paper as you go.

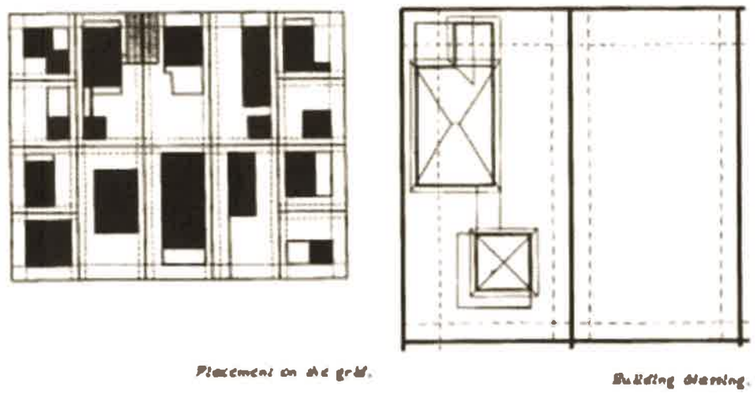
3.Add the area figures for each room in order to obtain the total area or square footage for the entire building.

OT Guidelines vs LDC

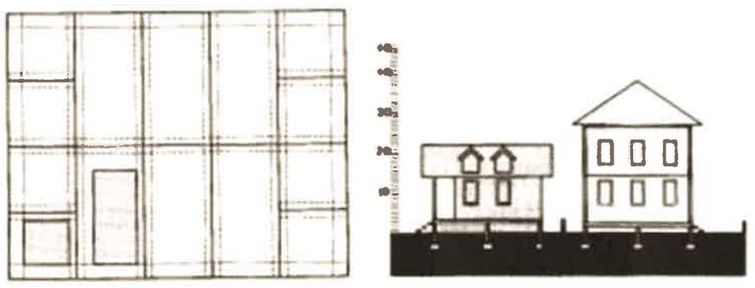
Lot Coverage: Lot coverage is another important visual quality. This often results in common sized buildings and a characteristic rhythm of built versus open space on a site. The total building coverage on one peonia shall not exceed 45% of the lot.

Building Massing: Most buildings in Old Town are simple in plan and maintain a hierarchy of primary structure and out buildings. Buildings grow in a "piece-meal fashion," i.e., through the addition of simple volumes.

Height: The height of buildings in Old Town varies considerably. Most districts, particularly at the block level, are similar. The height of new construction should be compatible with surrounding historic buildings but cannot exceed 35' (thirty-five feet).



Placement on the grid. Building massing.



Lot coverage. Building height.

Out Buildings are ancillary to the primary structure in size and degree of occupation

2. Purpose
   In the Old Town Historic District, the major emphasis is on building placement according to the historic plan and appropriate scale and construction, rather than architectural styles. Building form is discussed in the context of building typology rather than architectural styles. Typological discussions concentrate on the architectural elements that make a building compatible with the context of Old Town. Variances to the guidelines may be granted based on architectural merit. These regulations do not supersede existing codes covering health and safety issues.
3. Building types
   a. A primary building is defined as the principal unit of occupancy. While this usually refers to a private dwelling unit, it also applies to appropriate commercial buildings allowed in the OT-2 zoning district.
   b. Outbuildings are ancillary to the primary building in size and degree of occupancy. Outbuildings may be attached by connecting elements or remain detached. Outbuildings include, but are not limited to, garages, storage sheds, greenhouses, workshops, gazebos, and playhouses.
   c. Connecting elements are those architectural components that link primary and outbuildings with each other or act as a transition to the landscape. Connecting elements are considered to be enclosed spaces that are not permanently conditioned. Connecting elements create openness and give human scale to the building elements and allow owners to take advantage of the climate. Connecting elements include, but are not restricted to, porches, pergolas, colonnades, loggias, breezeways, and carports. The design of connecting elements shall be compatible with the typology and scale of the building elements; however, these elements can take on many inventive forms to achieve this result. Additions of connecting elements to registered historic structures must be taken on with great care from both an architectural and technical point of view.

D. The total lot coverage of all building elements on one (1) peonia shall not exceed forty-five (45) percent.
E. No more than one (1) primary building shall be placed on one (1) peonia.
F. The number of outbuildings is limited by the total square footage requirements and the dimensions set out for these buildings but not by number.
G. The space between an outbuilding and a primary building shall be a usable space of not less than five (5) feet. The use of connecting elements to link primary and outbuildings with indoor-outdoor space is strongly encouraged. Connecting elements and landscape elements are excluded from building separation requirement to encourage the design of spaces that take advantage of the climate. Thus, enclosed square footage may be easily expanded by the precise use of connecting elements such as porches and breezeways.
H. The area of a tower is included in the calculation of the total allowable area of the primary building. A minimum of twenty-five (25) percent of the tower shall not be permanently conditioned space, typically the upper space opening to the sky and surrounding view.
I. Garages and outbuildings that house more permanent types of occupancy, such as an accessory dwelling, shall not exceed 500 square feet in area, per level, shall not exceed 24 feet in height, shall not contain a kitchen or kitchenette, and shall not be rented out. The area of all other out buildings is limited to 350 square feet and shall not exceed 16 feet in height.

Massing

From Wikipedia, the free encyclopedia

For other uses, see Massing (disambiguation).

Massing is a term in architecture which refers to the perception of the general shape and form as well as size of a building.[1][2]

The Arts Tower in Sheffield has a tall, lightweight, cuboid massing.

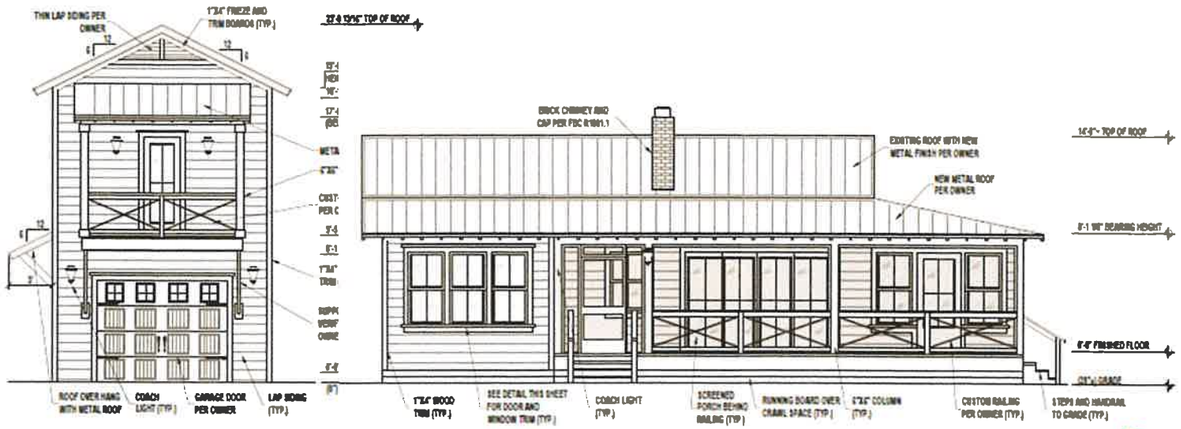
Massing in architectural theory [edit]

Massing refers to the structure in three dimensions (form), not just its outline from a single perspective (shape).[1][3] Massing influences the sense of space which the building encloses, and helps to define both the interior space and the exterior shape of the building.[1] The creation of massing, and changes to it, may be additive (accumulating or repeating masses) or subtractive (creating spaces or voids in a mass by removing parts of it).[4] Massing can also be significantly altered by the materials used for the building's exterior, as transparent or layered materials are perceived differently.[1]

It is widely accepted that architectural design begins by studying massing.[5] From a distance, massing, more than any architectural detail, is what creates the most impact on the eye.[6] Architectural details or ornaments serve to reinforce massing.[7] Because it has a direct relation to the visual impact a building makes, massing is one of the most important architectural design considerations.[1]

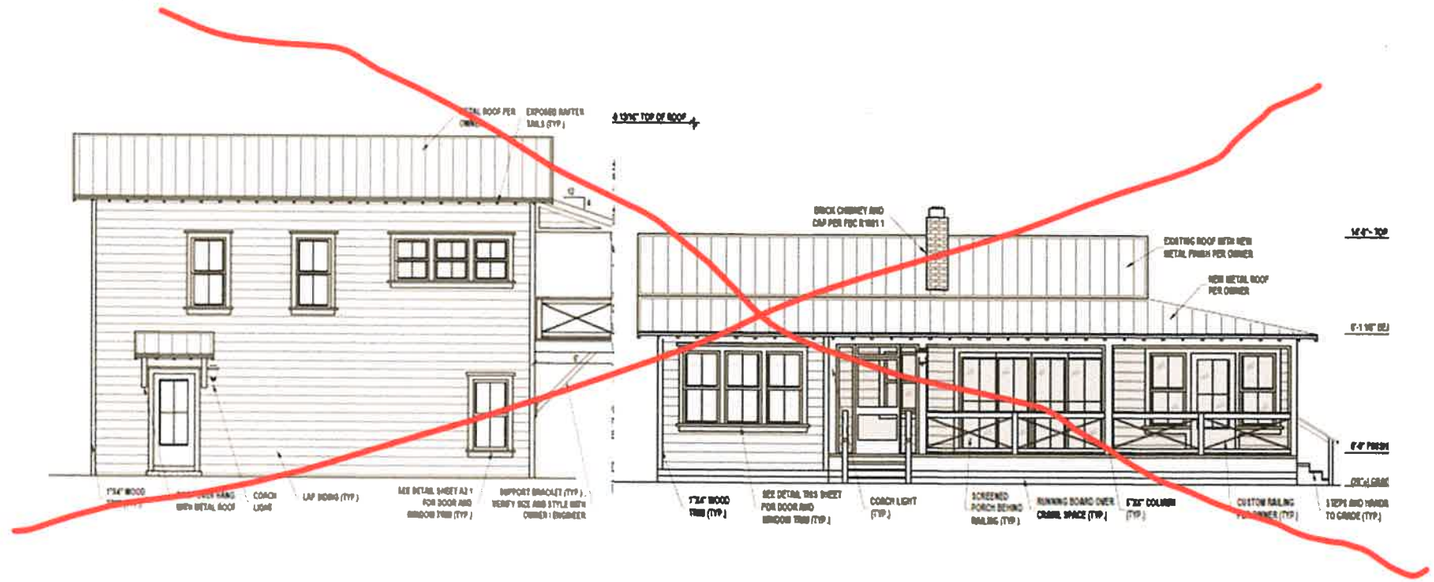
Some architectural styles are closely associated with massing.[8][9] For example, the Prairie School is always low and horizontal, while the Gothic style emphasizes verticality and Georgian architecture focuses on solidity and a sense of permanence.[8]

Form and massing are the primary elements of architecture; they are composition in three dimensions. Shape, size, and orientation all define the form and massing of a volume. The form can be simple, as a cube (Patriots Peace Memorial, above), or complex. It can be additive or subtractive, regular or irregular, stable or dynamic, centralized, linear, or radial, unique or repetitive, formal or informal. As in all of architecture, the form and massing should represent the values of the people the building represents.



GARAGE / APARTMENT FRONT ELEVATION
SCALE: 1/4" = 1'-0"

LEFT SIDE ELEVATION
SCALE: 1/4" = 1'-0"



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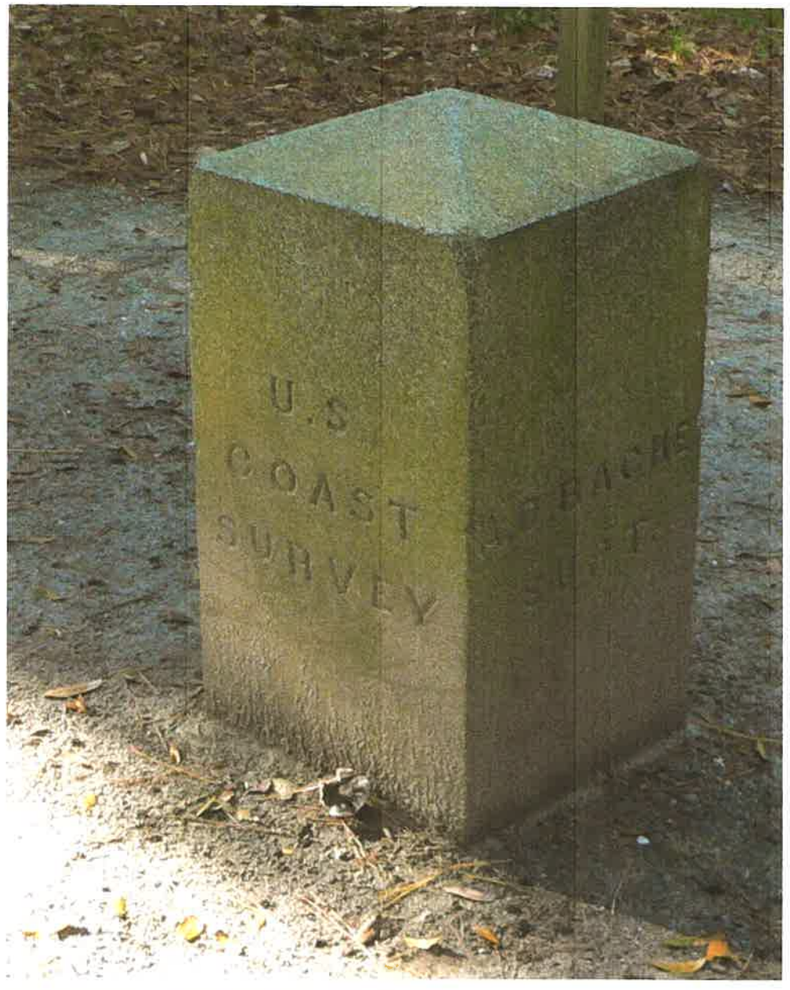
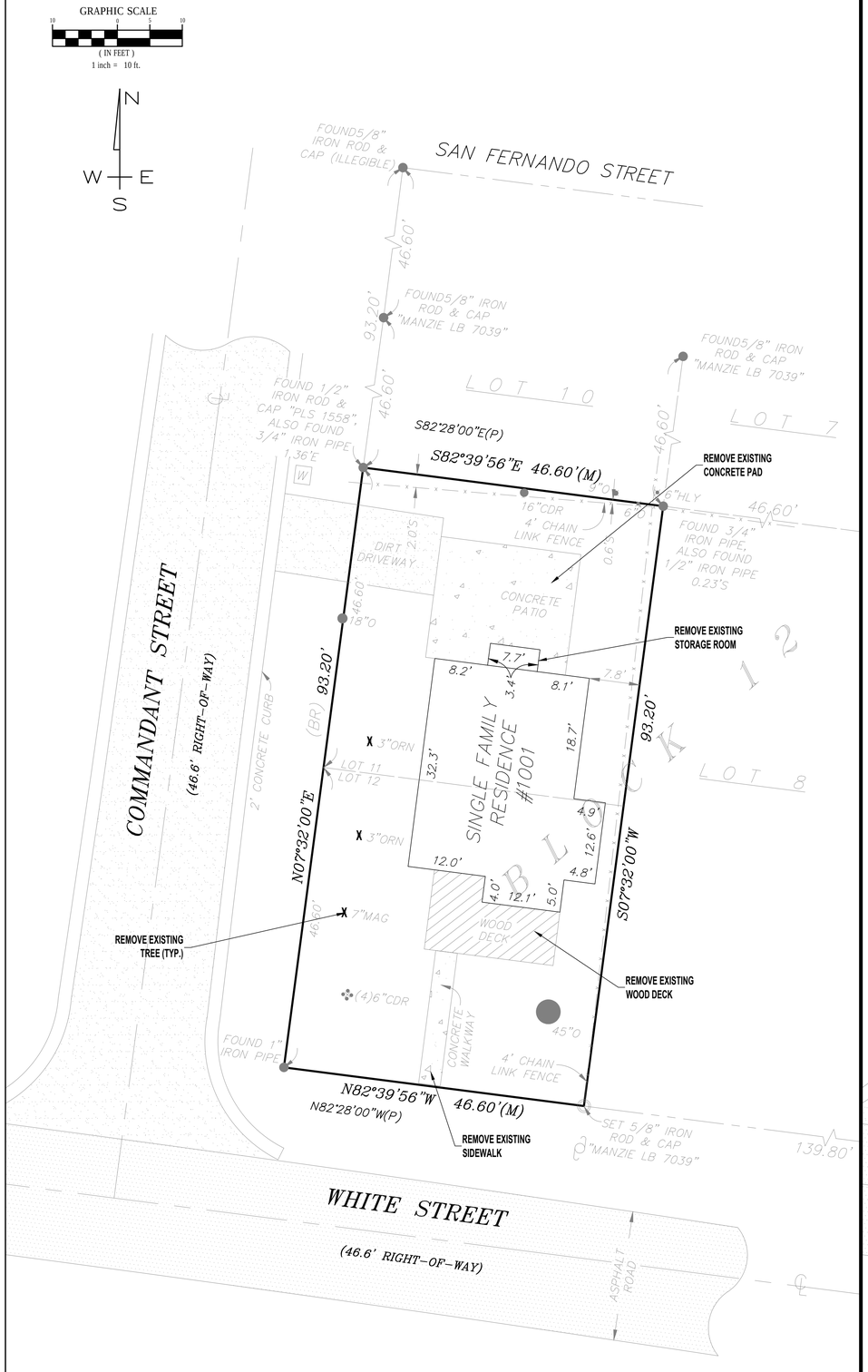
DAVID D. QUILLIN ARCHITECTURE



2 SUGGESTIONS:

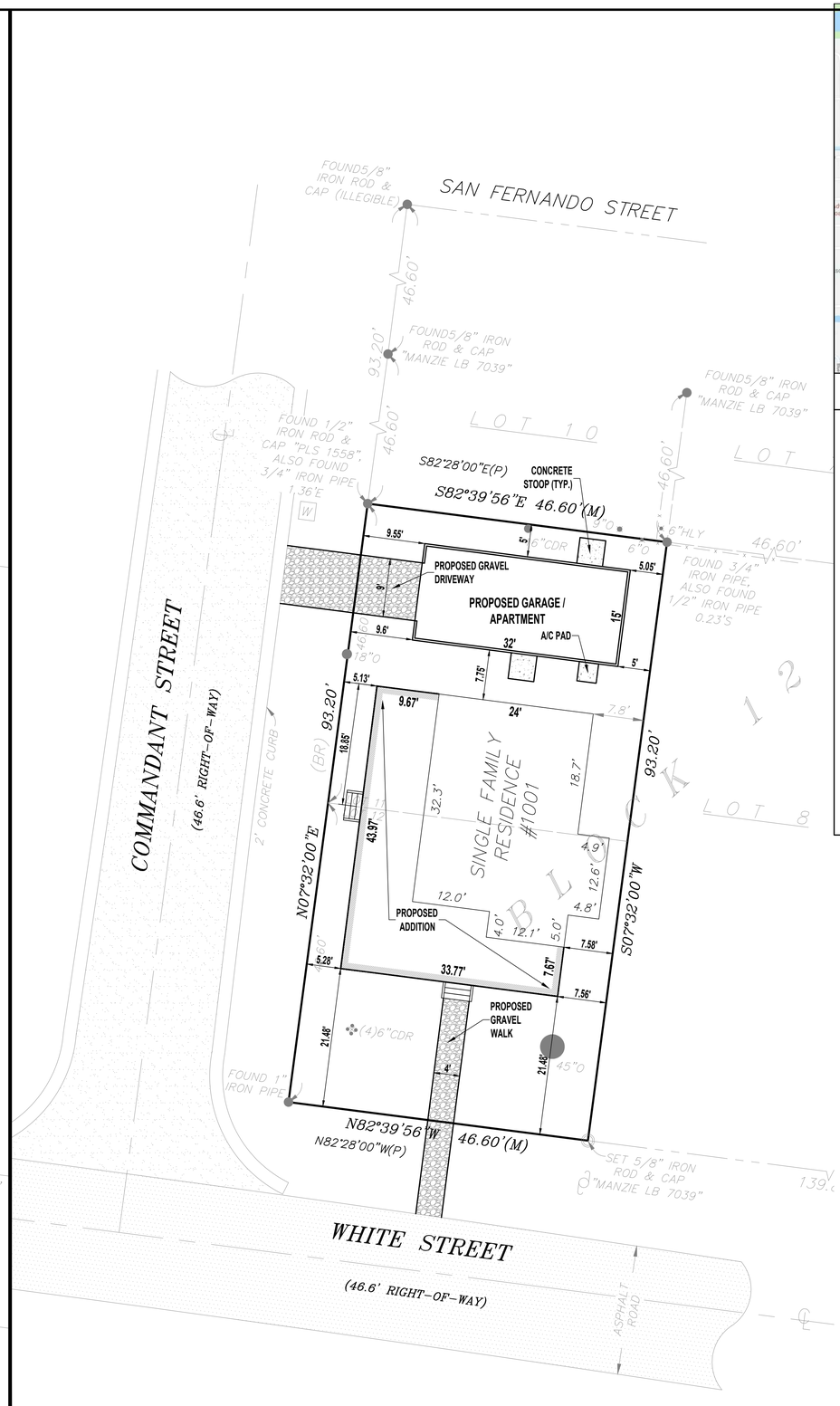
1. Create a more consistent & economical way to honor the midpoint peonia
2. Add a .001 transfer fee to property owners of Old Town – Paid By The Buyer.

Example: $400,000 Home will cost $400 To Buyer. Funds Monument Maintenance & Historical Preservation of Old Town.



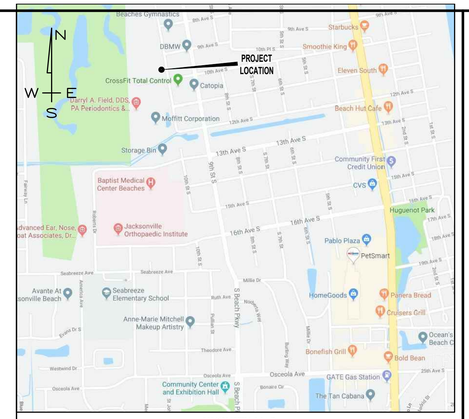
EXISTING SITE PLAN

SCALE: 1" = 10'



PROPOSED SITE PLAN

SCALE: 1" = 10'



VICINITY MAP
N.T.S.

EXISTING SITE STATISTICS

	SQUARE FEET	ACRES	PERCENT OF SITE
SITE AREA	4,343	0.10	100.0%
BUILDING FOOTPRINT AREA	912	0.02	21.0%
CONCRETE AREAS	450	0.01	10.4%
TOTAL IMPERVIOUS AREA	1,362	0.03	31.4%
TOTAL PERVIOUS AREA	2,981	0.07	68.6%

PROPOSED SITE STATISTICS

	SQUARE FEET	ACRES	PERCENT OF SITE
PROPOSED SITE AREA	4,343	0.10	100.0%
BUILDING FOOTPRINT AREAS	2,025	0.04	46.6%
CONCRETE AREAS	41	0.01	0.1%
TOTAL IMPERVIOUS AREA	2,066	0.05	46.7%
TOTAL PERVIOUS AREA	2,277	0.05	53.3%

NOTE:
A FOUNDATION SURVEY SHALL BE PERFORMED AND A COPY OF THE SURVEY SHALL BE ON THE SITE FOR THE BUILDING INSPECTORS USE PRIOR TO FRAMING INSPECTION.

DRAWING INDEX

SHEET NUMBER	SHEET NAME
A0.1	EXISTING AND PROPOSED SITE PLANS
A1.1	MAIN HOUSE EXISTING AND PROPOSED FLOOR PLANS
A1.2	GARAGE / APARTMENT FLOOR PLANS
A1.3	ELECTRIC PLANS
A1.4	FOUNDATION PLANS
A1.5	ROOF PLANS
A2.1	MAIN HOUSE ELEVATIONS
A2.2	GARAGE / APARTMENT ELEVATIONS
A3.1	DETAIL SHEET

CODE INFORMATION

BUILDING CODE: 2017 FLORIDA BUILDING CODE RESIDENTIAL 6TH ADDITION
2017 FLORIDA BUILDING CODE PLUMBING
2017 FLORIDA BUILDING CODE MECHANICAL
2014 NEC
CURRENT JAX BEACH LAND DEVELOPMENT CODE
CONSTRUCTION TYPE: 5B
OCCUPANCY CLASS: R-3

HILLMAN RESIDENCE
1001 WHITE STREET | FERNANDINA BEACH, FL 32034

EXISTING AND PROPOSED SITE PLANS

Shields CAD Services
243 Tarrasa Drive | Jacksonville, FL 32225
Phone : (904) 241-1540
Website: www.scsjax.com - Email: billeshields@gmail.com

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Revisions

No.	Date	By

Date 02-24-20
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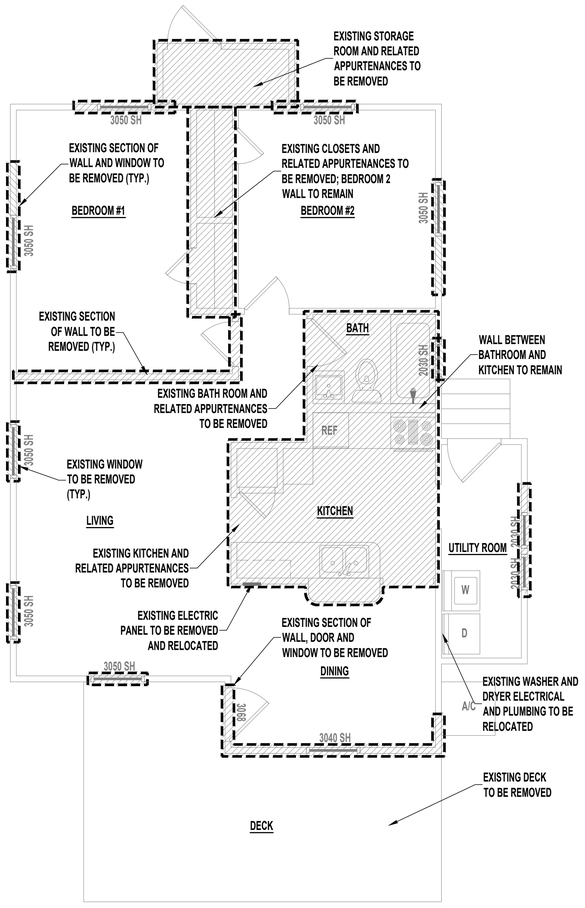
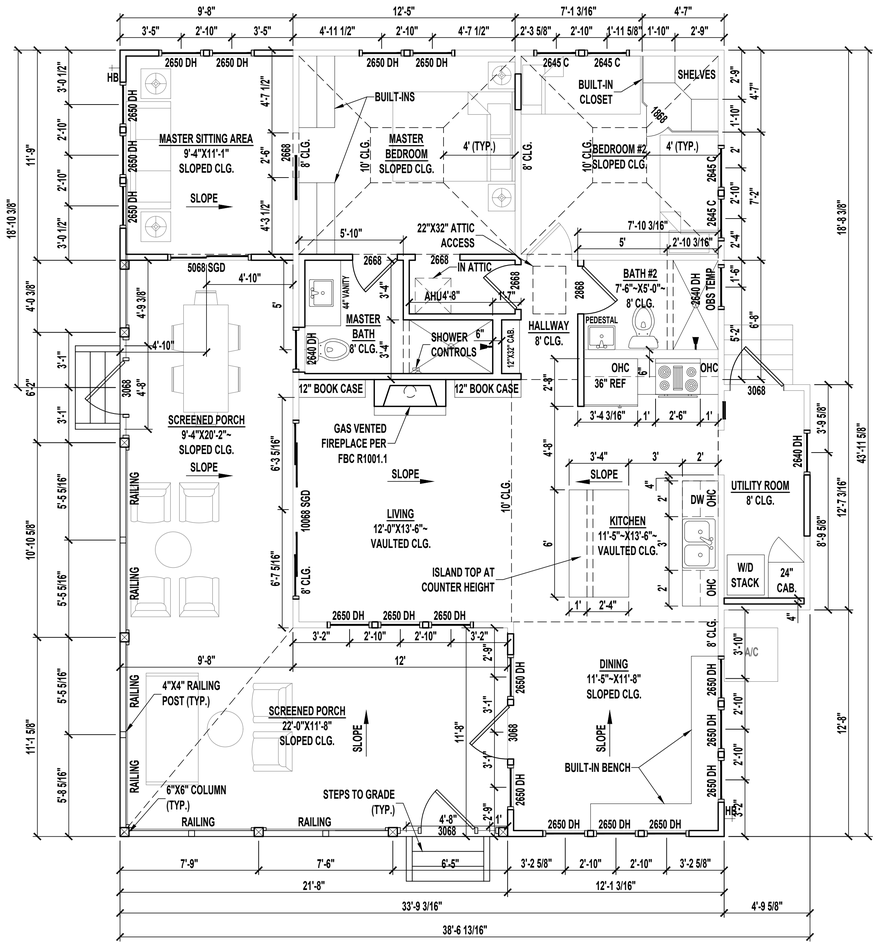
Sheet A0.1



EXISTING FLOOR / DEMOLTION PLAN

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



PROPOSED FLOOR PLAN

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

DEMOLITION NOTES:

1. HATCHED AREAS INDICATE DOORS, WINDOWS, WALLS, APPLIANCES AND RELATED APPURTENANCES TO BE REMOVED AS NEEDED FOR NEW CONSTRUCTION.
2. EXISTING CEILINGS ARE AT 8' AFF.
3. EXISTING CEILING IN LIVING AREA TO BE REMOVED AS NEEDED FOR NEW CONSTRUCTION.
4. ALL FLOOR FINISHES TO BE REMOVED.

CONSTRUCTION NOTES:

1. VERIFY ALL DOOR, WINDOW AND ANY OTHER MATERIAL SIZES AND STYLES WITH OWNER PRIOR TO PURCHASE AND INSTALLATION.
2. FIELD VERIFY ALL DIMENSIONS PRIOR TO DEMOLITION AND CONSTRUCTION.

LEGEND

SYMBOL	DESCRIPTION
	PROPOSED IMPROVEMENTS
	EXISTING
	AREA TO BE DEMOLISHED / REMOVED

HOUSE AREAS

HEATED AREA	1,094 SF
PORCHES	451 SF
TOTAL UNDER ROOF	1,545 SF

NOTES:

1. IF SHOWER HAS GLASS ENCLOSURE, SAFETY GLAZING REQUIRED PER FBC R-308.4.5.
2. PROVIDE TEMPERED GLASS AS REQUIRED.
3. CONTRACTOR MUST VERIFY ALL DIMENSIONS.

HILLMAN RESIDENCE
1001 WHITE STREET | FERNANDINA BEACH, FL 32034

MAIN HOUSE EXISTING AND PROPOSED FLOOR PLANS

Shields CAD Services
243 Tarrasa Drive | Jacksonville, FL 32225
Phone : (904) 241-1540
Website: www.scsjax.com - Email: billeshields@gmail.com

Revisions | No. | By | Date

Date 02-24-20
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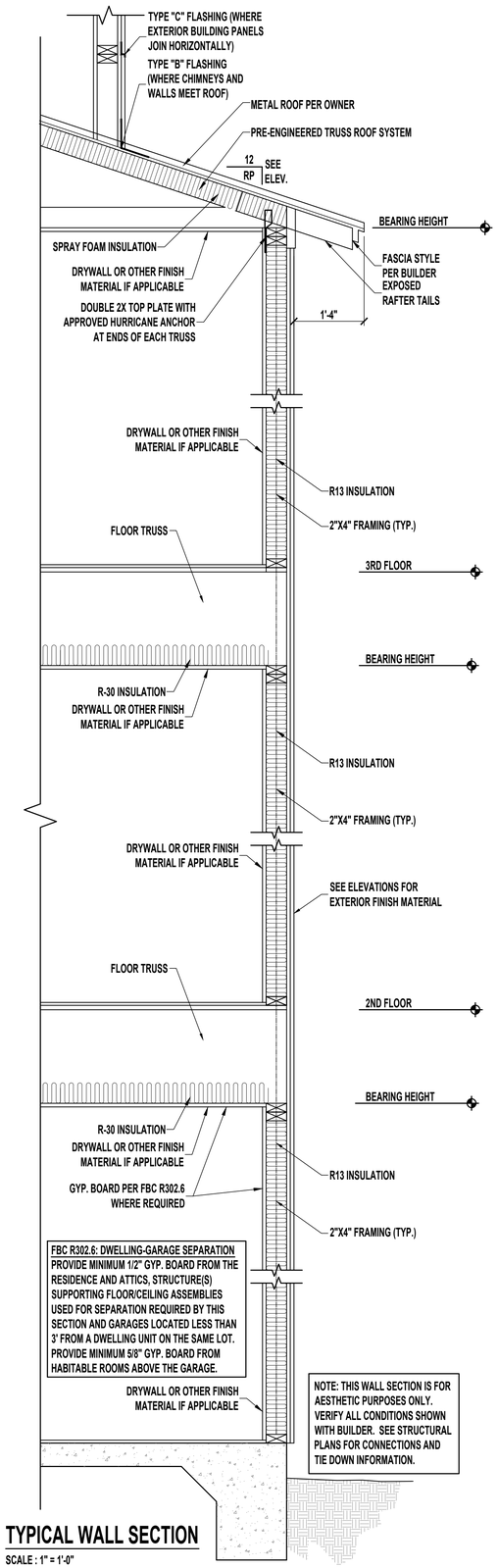
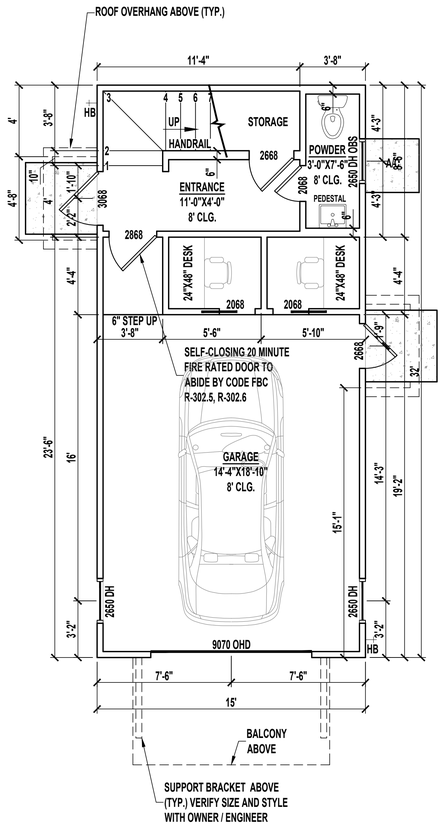
Not valid without signature & seal



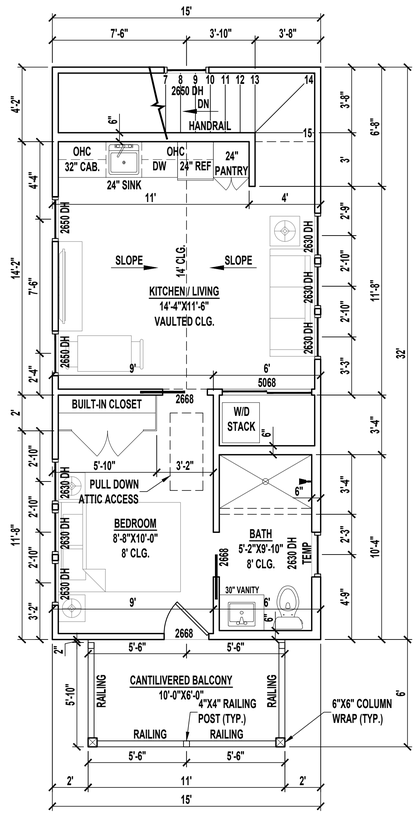
TYPICAL WALL SECTION

SCALE : 1" = 1'-0"



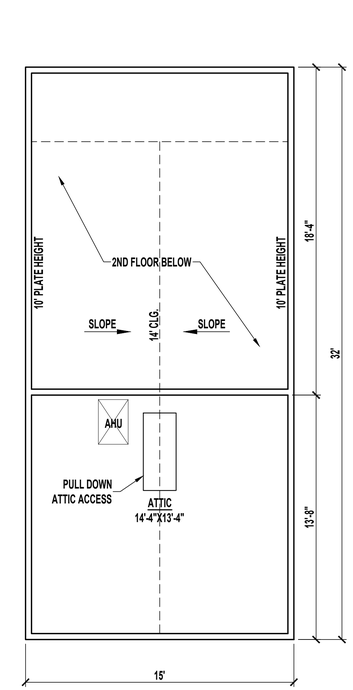
GARAGE 1ST FLOOR PLAN

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



GARAGE 2ND FLOOR PLAN

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



GARAGE LOFT FLOOR PLAN

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

GARAGE / APARTMENT AREAS

1ST FLOOR HEATED AREA	173 SF
2ND FLOOR HEATED AREA	438 SF
LOFT HEATED AREA	205 SF
TOTAL HEATED AREA	816 SF
GARAGE	307 SF
CANTILEVERED BALCONY	162 SF
TOTAL UNDER ROOF	1,285 SF

NOTES:

1. IF SHOWER HAS GLASS ENCLOSURE, SAFETY GLAZING REQUIRED PER FBC R-308.4.5.
2. PROVIDE TEMPERED GLASS AS REQUIRED.
3. CONTRACTOR MUST VERIFY ALL DIMENSIONS.

HILLMAN RESIDENCE
1001 WHITE STREET | FERNANDINA BEACH, FL 32034

GARAGE / APARPTMENT FLOOR PLANS

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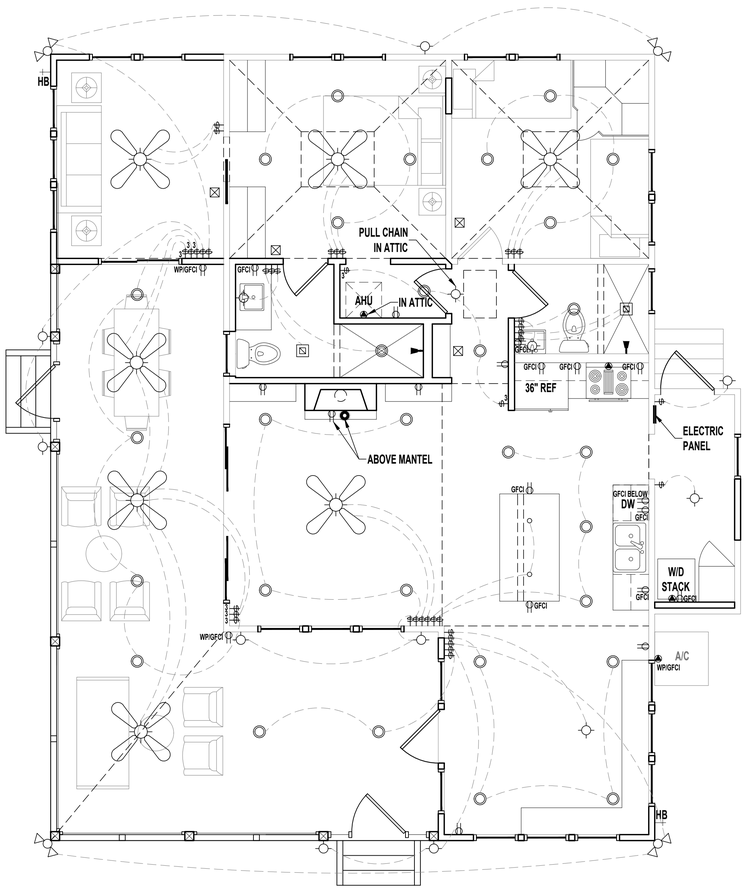
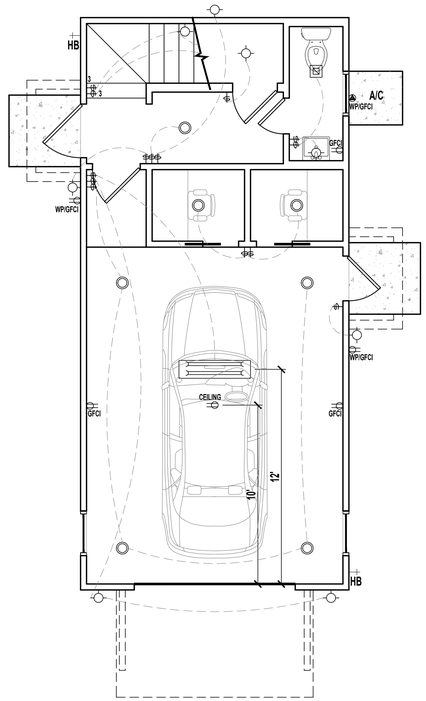
LEGEND

	(2) 110V OUTLETS
	(1) 220V DISCONNECT
GFCI	(2) 110V WATERPROOF GFCI OUTLETS (INTERIOR)
WP/GFCI	(2) 110V WATERPROOF GFCI OUTLETS (EXTERIOR)
	SINGLE POLE SWITCH
3	THREE WAY SWITCH
S	LIGHT FIXTURE / EXHAUST FAN
	WALL MOUNTED LIGHT FIXTURE
	CEILING MOUNTED LIGHT FIXTURE
	RECESSED LIGHT FIXTURE
	PENDANT LIGHTING
	PRE-WIRE AND BRACE FOR CEILING FAN
	SMOKE/CARBON MONOXIDE DETECTOR
	OPTIONAL FLOOD LIGHT
	1'X4' FLOURESCENT LIGHT
	CABLE OUTLET
	PHONE OUTLET

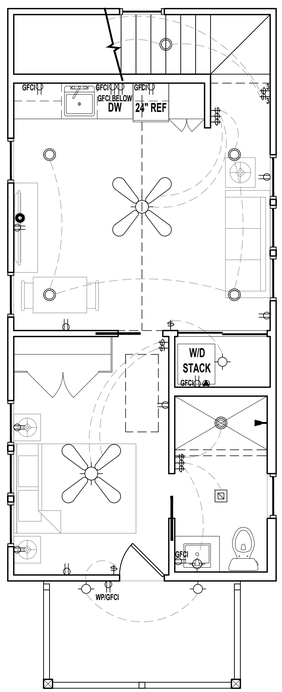
NOTES:
1. ELECTRICAL LAYOUT MUST MEET STATE AND LOCAL CODES. ELECTRICIAN TO VERIFY.
2. ALL FIXTURES TO BE CFL OR LED.
3. ALL OUTLETS THAT ARE NOT GFI TO BE AFCI PROTECTED.



PROPOSED ELECTRIC PLAN
SCALE: 1/4" = 1'-0"



GARAGE 1ST FLOOR ELECTRIC PLAN
SCALE: 1/4" = 1'-0"



GARAGE 2ND FLOOR ELECTRIC PLAN
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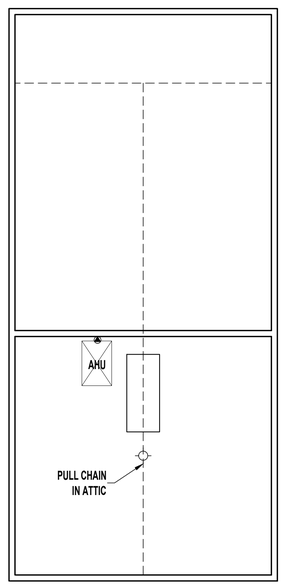

GARAGE LOFT ELECTRIC PLAN
SCALE: 1/4" = 1'-0"

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ELECTRIC PLANS

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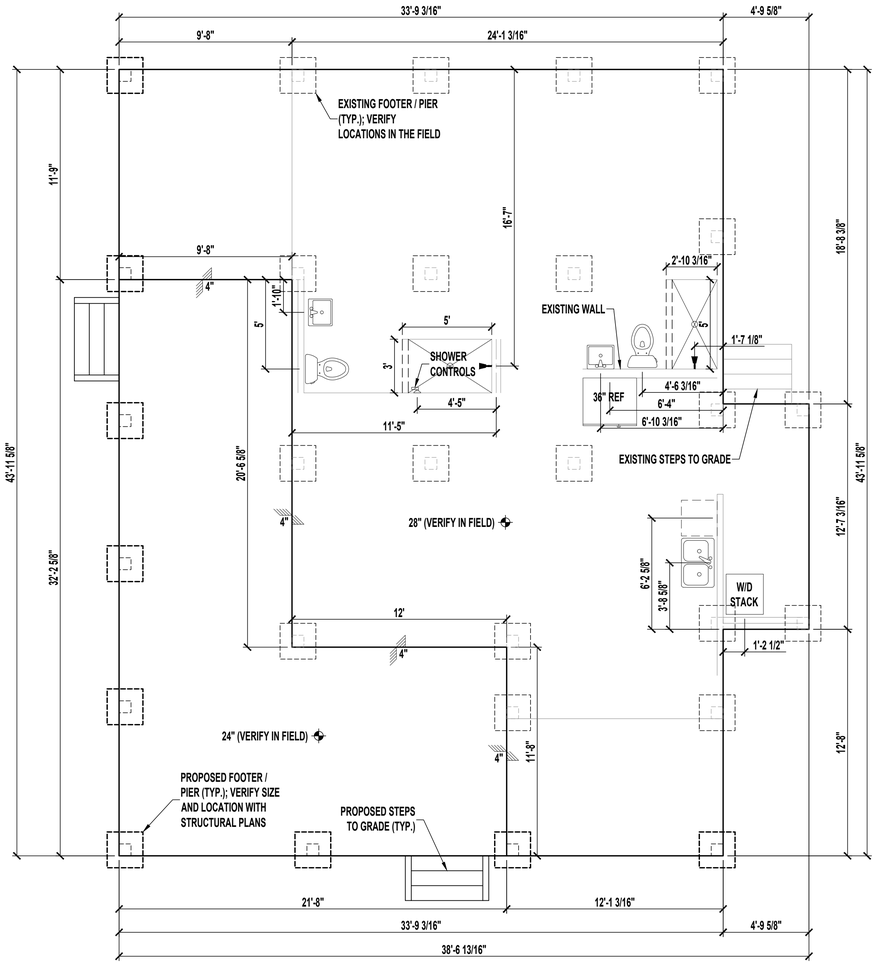
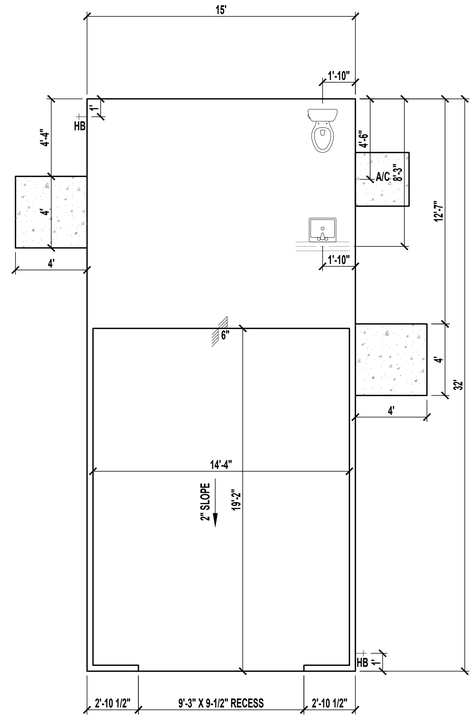


MAIN HOUSE FOUNDATION PLAN

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

SEE STRUCTURAL PLANS FOR NOTES AND DETAILS.
CONTRACTOR MUST VERIFY ALL DIMENSIONS.



SEE STRUCTURAL PLANS FOR NOTES AND DETAILS.
CONTRACTOR MUST VERIFY ALL DIMENSIONS.

GARAGE FOUNDATION PLAN

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

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FOUNDATION PLANS

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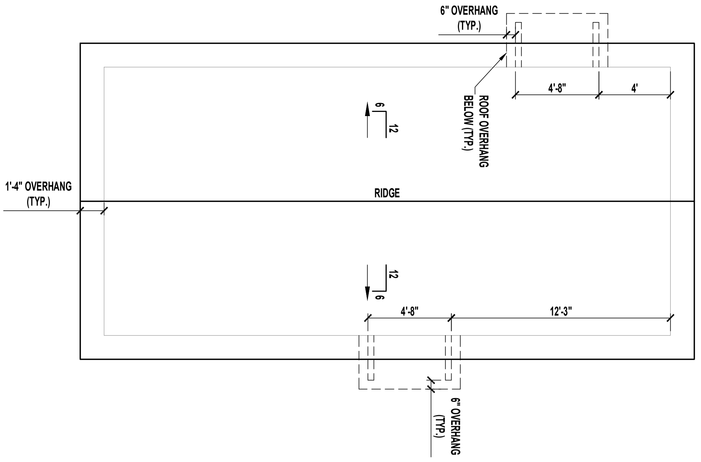
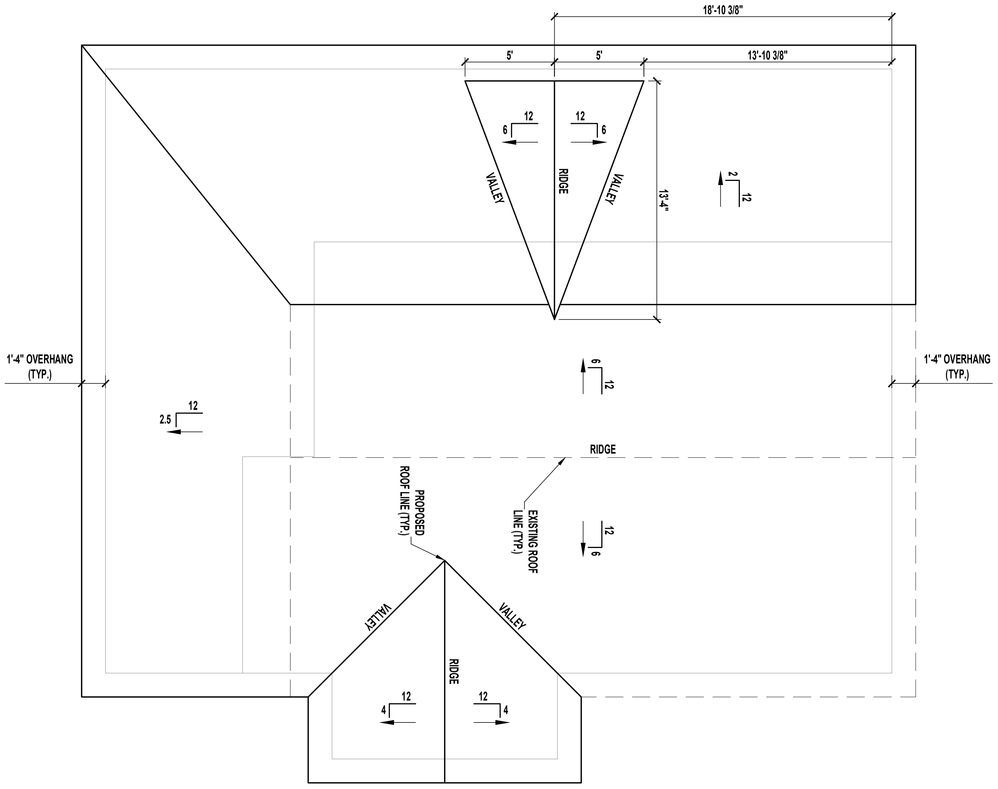
GARAGE ROOF PLAN

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



HOUSE ROOF PLAN

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



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A1.5	WES	AS SHOWN	02-24-20

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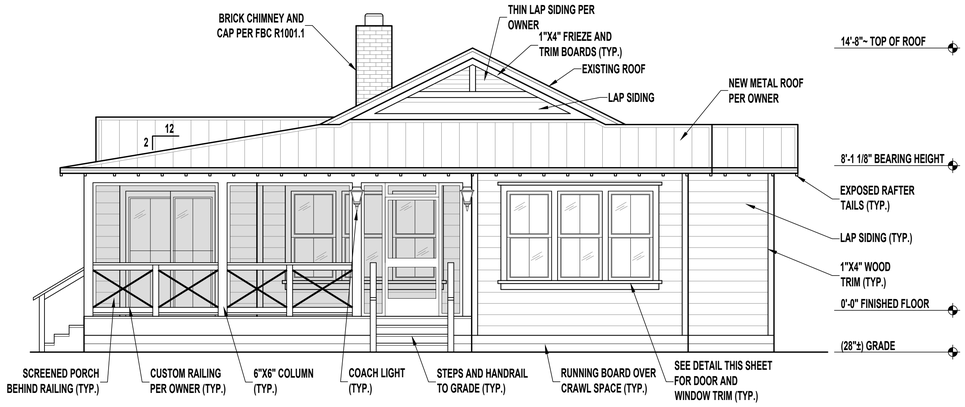
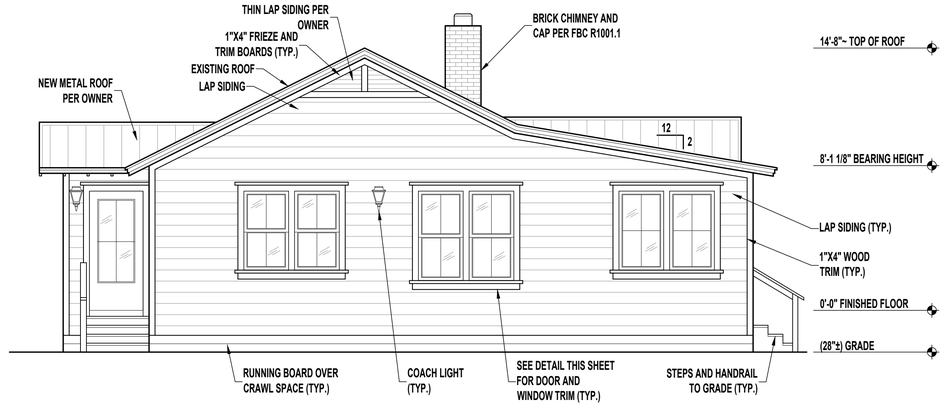
ROOF PLANS



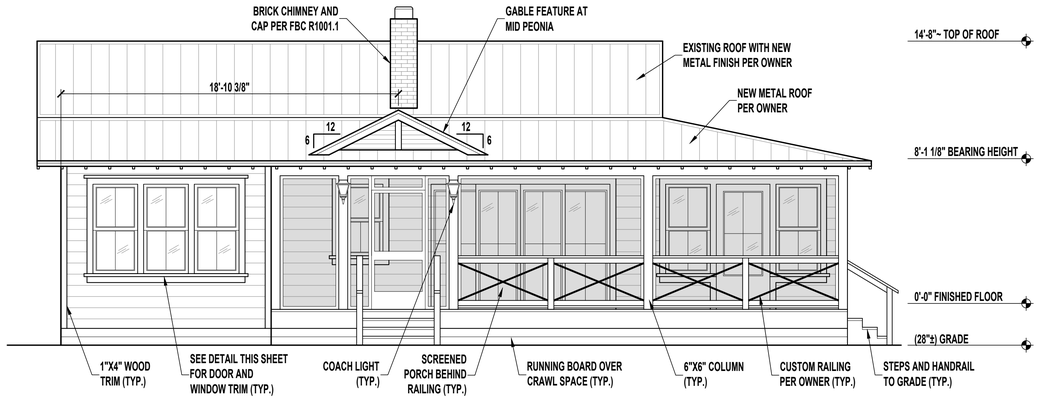
FRONT ELEVATION

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



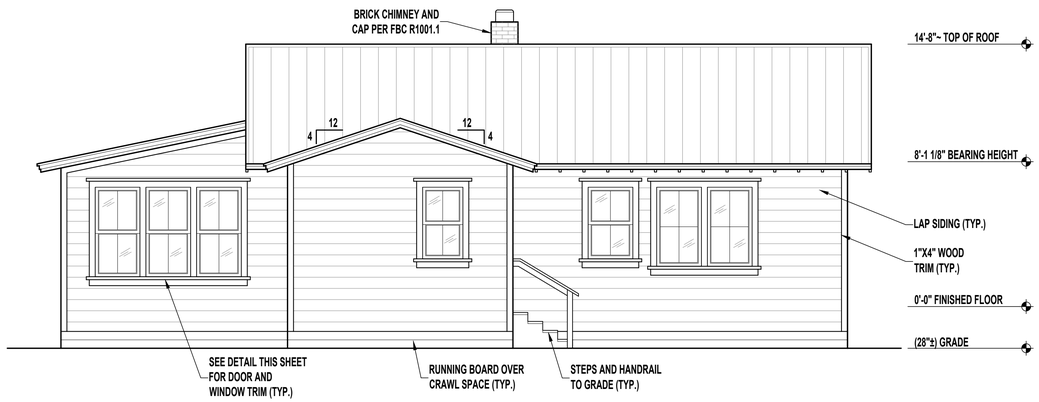
REAR ELEVATION

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



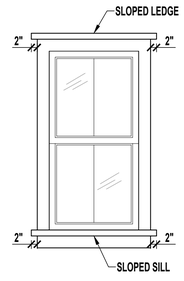
LEFT SIDE ELEVATION

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



RIGHT SIDE ELEVATION

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



WINDOW TRIM
TOP AND BOTTOM: 2" AND 4"
SIDES: 4"

WINDOW TRIM DETAIL

SCALE: 1/2" = 1'-0"

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HOUSE ELEVATIONS

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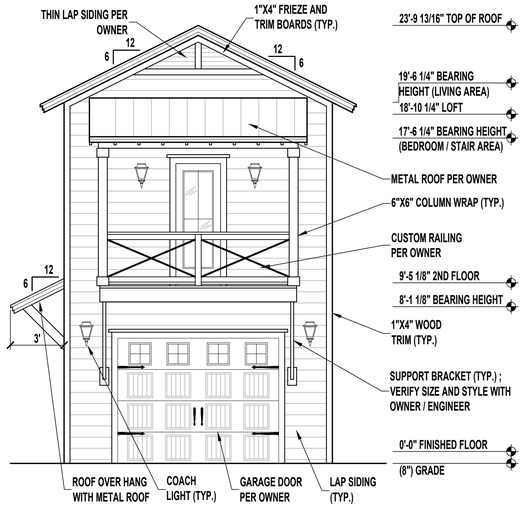
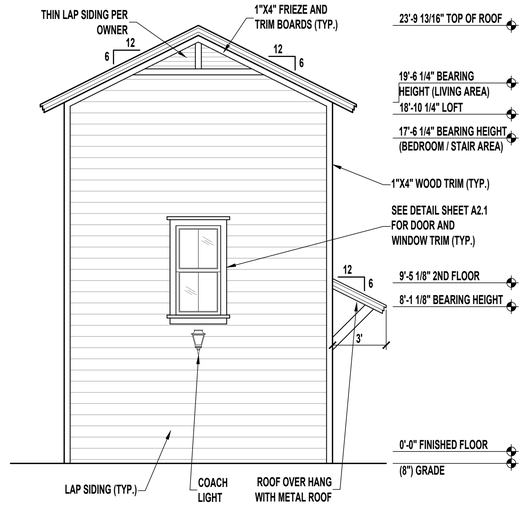


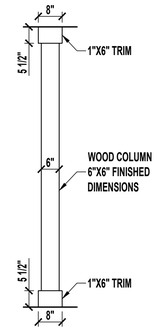
GARAGE / APARTMENT FRONT ELEVATION

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



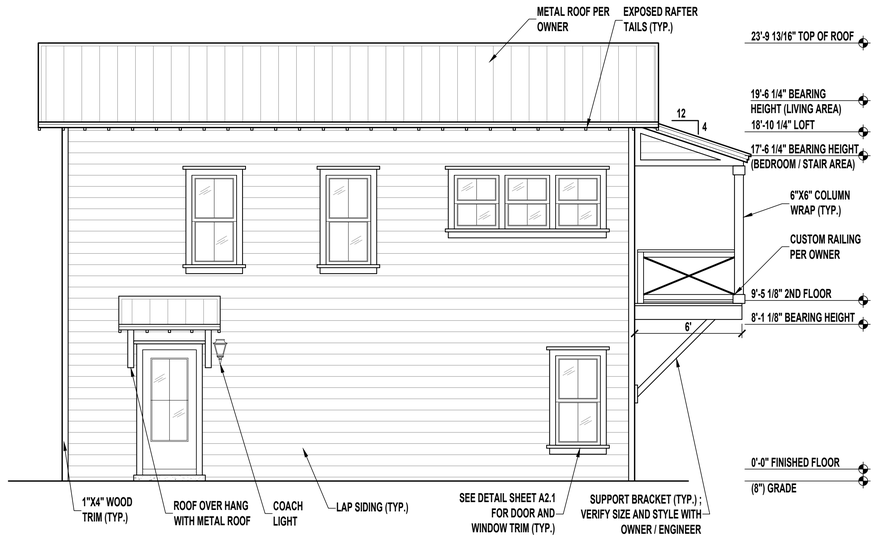
GARAGE / APARTMENT REAR ELEVATION

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



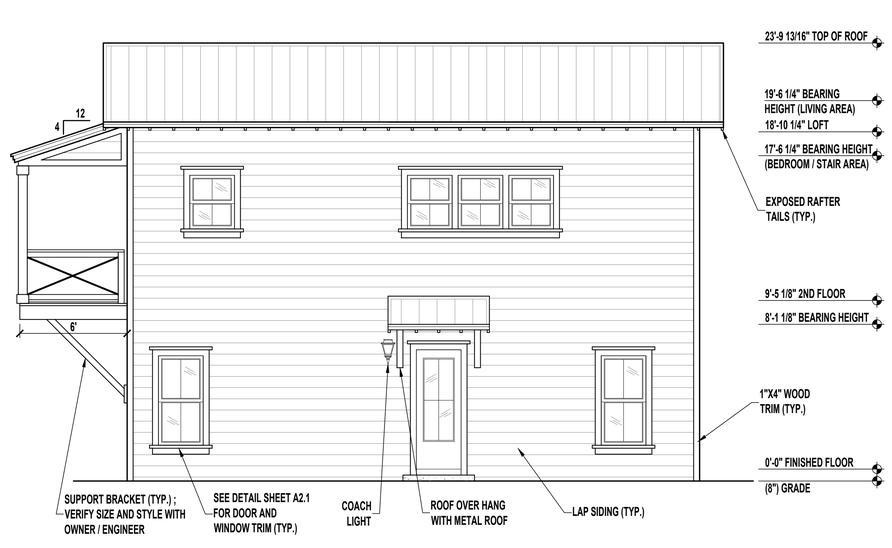
6"X6" WOOD COLUMN DETAIL

SCALE: 1/2" = 1'-0"



GARAGE / APARTMENT LEFT ELEVATION

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



GARAGE / APARTMENT RIGHT ELEVATION

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

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GARAGE / APARTMENT ELEVATIONS

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ELEVATION VIEW FROM WHITE STREET

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

ELEVATION VIEW FROM COMMANDANT STREET

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

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STREE VIEW ELEVATIONS

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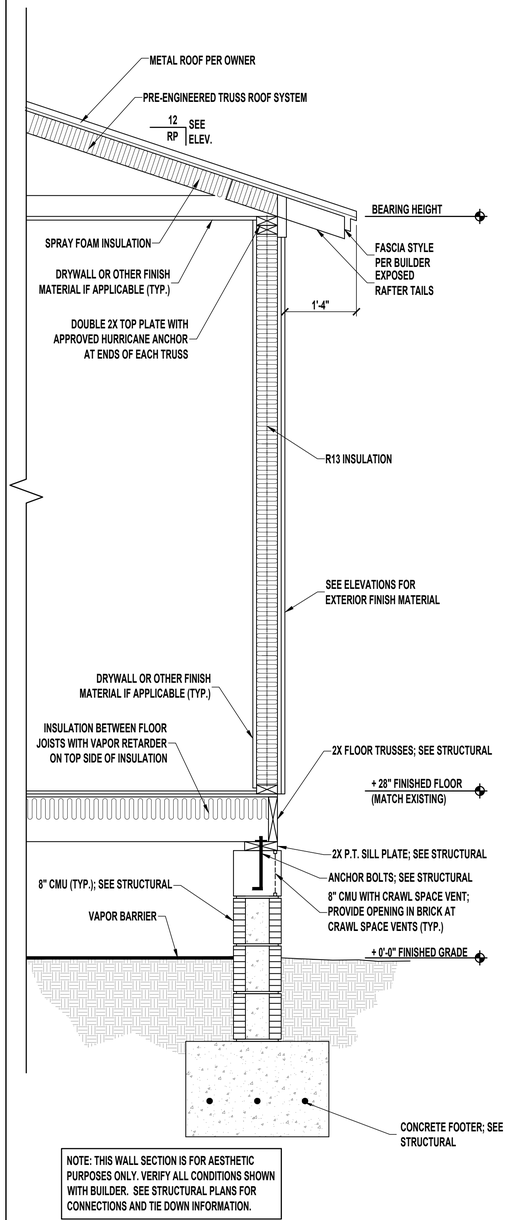
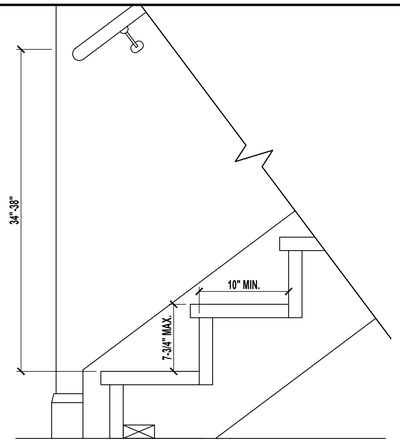


NOTE: THIS WALL SECTION IS FOR AESTHETIC PURPOSES ONLY. VERIFY ALL CONDITIONS SHOWN WITH BUILDER. SEE STRUCTURAL PLANS FOR CONNECTIONS AND TIE DOWN INFORMATION.

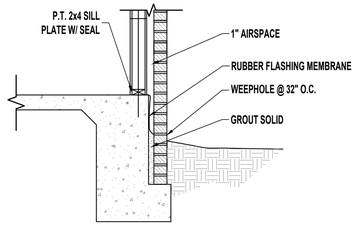
TYPICAL WALL SECTION

SCALE : 1" = 1'-0"



STAIR DETAIL

SCALE : 1 1/2" = 1'-0"

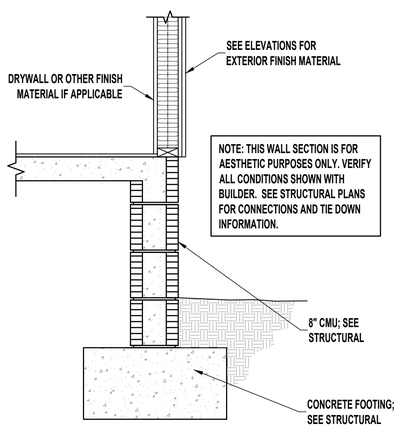


BRICK @ FOUNDATION DETAIL

SCALE: N.T.S.

STONE APPLICATION DETAIL

SCALE: N.T.S.



TYPICAL WALL SECTION (STEM WALL OPTION)

SCALE : 1" = 1'-0"

A 26 GAUGE GALVANIZED 2-1/2" METAL DRIP EDGE

B 26 GAUGE GALVANIZED 5"X5" ANGLE FLASHING

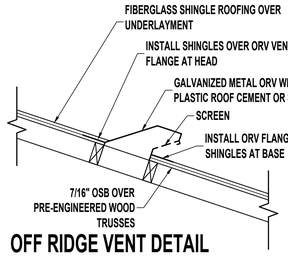
C 32 GAUGE GALVANIZED "Z" FLASHING

SHINGLES:
UL CLASS A FIRE RATING: ASTM D 3018, TYPE I
UL WIND RESISTANCE:
UASTM D 3161, TYPE I (MODIFIED TO 110 MPH)

VALLEY FLASHING:
26 GA. GALVANIZED, 18" WIDE
FASTENING:
(4) 11 OR 12 GAUGE NAILS 1-1/4" LONG WITH 3/8" Ø HEAD

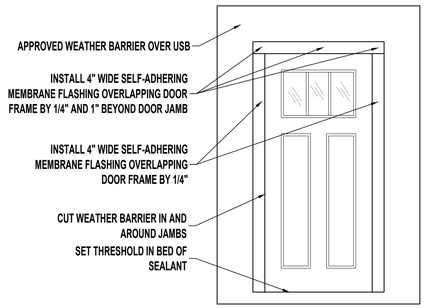
FLASHING DETAILS AND SHINGLE INFORMATION

SCALE : 3" = 1'-0"



OFF RIDGE VENT DETAIL

NOT TO SCALE



DOOR FLASHING INSTALLATION AND DETAIL

SCALE: N.T.S.

GENERAL NOTES:

1. PARKING BUMPER (IF REQUIRED) MUST BE INSTALLED BEFORE C.O.
2. 5/8" TYPE 'X' GYP. BOARD REQUIRED ON CEILING OF GARAGE WHERE HABITAL SPACE IS ABOVE PER FBC R302.6.
3. HVAC PENETRATING RATED ASSEMBLIES TO COMPLY WITH FBC R302.5.
4. UNDER STAIR PROTECTION TO COMPLY WITH FBC R302.7 (IF ACCESSIBLE).

GUARDRAIL NOTE:

DEPENDING ON FIELD CONDITIONS, DIMENSIONS MAY VARY BUT MUST COMPLY WITH FLORIDA BUILDING CODES R312.1 FOR GUARDRAIL REQUIREMENTS AND OPENINGS.
*HEIGHT SHALL BE 36" MIN. WHEN PORCH, BALCONY OR RAISED FLOOR EXCEEDS 30" ABOVE FLOOR OR GRADE AND SHALL BE 34" ON OPEN SIDES OF STAIRS THAT EXCEED 30" OR MORE ABOVE FLOOR OR GRADE.
*OPENINGS SHALL HAVE INTERMEDIATE RAILS OR CLOSURES WHICH DO NOT ALLOW PASSAGE OF SPHERE 4" OR GREATER IN DIAMETER. REQUIRED GUARD RAILS ON THE SIDES OF STAIR TREADS SHALL NOT ALLOW SPHERE GREATER THAN 4-3/8" IN DIAMETER TO PASS THROUGH.

HANDRAIL NOTE:

DEPENDING ON FIELD CONDITIONS, DIMENSIONS MAY VARY BUT MUST COMPLY WITH FLORIDA BUILDING CODES R311.7.8 FOR HANDRAIL HEIGHT CONTINUITY AND SIZE.
*HEIGHT: MUST BE BETWEEN 34-38" MEASURED VERTICALLY FROM SLOPED PLANE.
*CONTINUITY: HANDRAIL MUST BE CONTINUOUS THROUGH FULL LENGTH OF FLIGHT FROM POINT DIRECTLY ABOVE HIGHEST RISER TO POINT DIRECTLY ABOVE LOWEST RISER. HANDRAIL ENDS SHOULD TERMINATE IN NEWEL POSTS OR SAFETY TERMINAL OR RETURN TO WALL. HANDRAILS SHALL BE ALLOWED TO BE INTERRUPTED BY NEWEL POSTS.
*SIZE: SHALL HAVE OUTSIDE DIAMETER BETWEEN 1-1/4"-2" IF CIRCULAR. SHALL HAVE BETWEEN 4-6" PERIMETER IF NOT CIRCULAR.

STAIR NOTE:

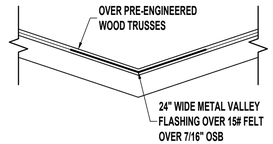
DEPENDING ON FIELD CONDITIONS, DIMENSIONS MAY VARY BUT MUST COMPLY WITH FLORIDA BUILDING CODES R311.7.5 FOR TREAD DEPTH, RISER HEIGHTS AND STAIR WIDTHS.
*RISERS: 7-3/4" MAXIMUM WITH NO MORE THAN 3/8" DIFFERENCE BETWEEN HIGHEST AND LOWEST RISER.
TREADS: 10" MINIMUM DEPTH WITH NO MORE THAN 3/8" DIFFERENCE BETWEEN LONGEST AND SHORTEST TREAD. THE SUM OF 2 TREADS AND 1 RISER TO BE NOT LESS THAN 24" AND NOT MORE THAN 25".
*WIDTH: 36" MINIMUM CLEAR WIDTH ABOVE HANDRAIL AND 31-1/2" BELOW HANDRAIL.

R703.4 FLASHING:

APPROVED CORROSION-RESISTANT FLASHING SHALL BE APPLIED SHINGLE-FASHION IN SUCH A MANOR TO PREVENT ENTRY OF WATER INTO THE WALL CAVITY OR PENETRATION OF WATER TO THE BUILDING STRUCTURAL FRAMING COMPONENTS. THE FLASHING SHALL EXTEND TO THE SURFACE OF THE EXTERIOR WALL FINISH. APPROVED ANTI-CORROSION RESISTANT FLASHING SHALL BE INSTALLED AT ALL OF THE FOLLOWING LOCATIONS:
1. AT THE INTERSECTION OF CHIMNEYS OR OTHER MASONRY CONSTRUCTION WITH FRAME OR STUCCO WALLS, WITH PROJECTING LIPS ON BOTH SIDES UNDER STUCCO COPINGS.
2. UNDER AND AT THE ENDS OF MASONRY, WOOD OR METAL COPINGS AND SILLS.
3. CONTINUOUSLY ABOVE ALL PROJECTING WOOD TRIM.
4. WHERE EXTERIOR PORCHES, DECKS OR STAIRS ATTACH TO A WALL OR FLOOR ASSEMBLY OR WOOD FRAMED CONSTRUCTION.
5. AT ALL WALL AND ROOD INTERSECTIONS.
6. AT BUILT IN GUTTERS.

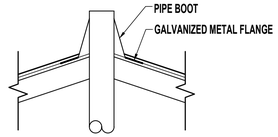
VALLEY SHINGLE INSTALLATION:
INSTALL SHINGLES USING WEAVE METHOD

1. EXTEND (1) FULL END SHINGLE MINIMUM 12" PAST CENTER LINE OF VALLEY. SEE MANUFACTURERS WRITTEN INSTRUCTIONS FOR ADDITIONAL INSTALL INFORMATION.
2. DO NOT NAIL MINIMUM 6" FROM VALLEY CENTER LINE.



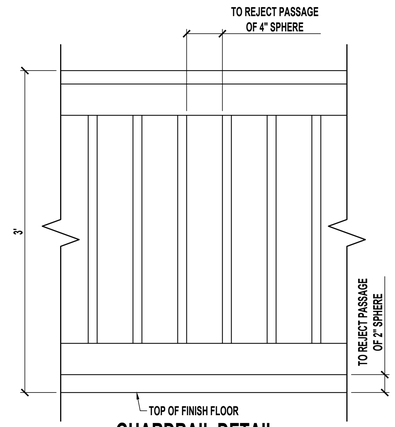
VALLEY FLASHING DETAIL

NOT TO SCALE



PLUMBING STACK FLASHING DETAIL

NOT TO SCALE



GUARDRAIL DETAIL

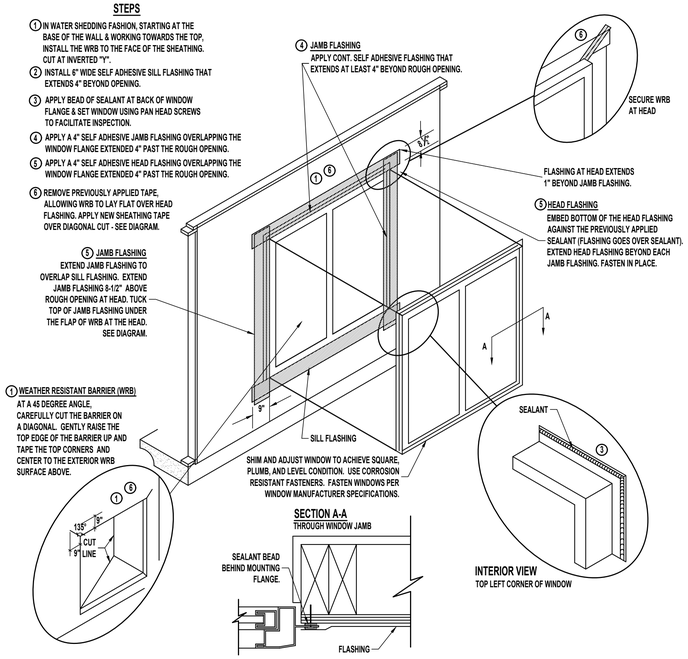
SCALE : 1 1/2" = 1'-0"

STEPS

1. IN WATER SHEDDING FASHION, STARTING AT THE BASE OF THE WALL & WORKING TOWARDS THE TOP, INSTALL THE WRB TO THE FACE OF THE SHEATHING. CUT AT INVERTED "Y".
2. INSTALL 6" WIDE SELF ADHESIVE SILL FLASHING THAT EXTENDS 4" BEYOND OPENING.
3. APPLY BEAD OF SEALANT AT BACK OF WINDOW FLANGE & SET WINDOW USING PAN HEAD SCREWS TO FACILITATE INSPECTION.
4. APPLY A 4" SELF ADHESIVE JAMB FLASHING OVERLAPPING THE WINDOW FLANGE EXTENDED 4" PAST THE ROUGH OPENING.
5. APPLY A 4" SELF ADHESIVE HEAD FLASHING OVERLAPPING THE WINDOW FLANGE EXTENDED 4" PAST THE ROUGH OPENING.
6. REMOVE PREVIOUSLY APPLIED TAPE, ALLOWING WRB TO LAY FLAT OVER HEAD FLASHING. APPLY NEW SHEATHING TAPE OVER DIAGONAL CUT - SEE DIAGRAM.

5 JAMB FLASHING
EXTEND JAMB FLASHING TO OVERLAP SILL FLASHING. EXTEND JAMB FLASHING 8-1/2" ABOVE ROUGH OPENING AT HEAD. TUCK TOP OF JAMB FLASHING UNDER THE FLAP OF WRB AT THE HEAD. SEE DIAGRAM.

1 WEATHER RESISTANT BARRIER (WRB)
AT A 45 DEGREE ANGLE, CAREFULLY CUT THE BARRIER ON A DIAGONAL. GENTLY RAISE THE TOP EDGE OF THE BARRIER UP AND TAPE THE TOP CORNERS AND CENTER TO THE EXTERIOR WRB SURFACE ABOVE.



WEATHER RESITIVE BARRIER (WRB) APPLIED PRIOR TO THE WINDOW INSTALLATION. FLASHING APPLIED OVER THE FACE OF THE MOUNTING FLANGE.

WINDOW INSTALLATION

SCALE: N.T.S.

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DETAIL SHEET

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Drawn WES
Sheet A3.1

C:\Users\bille\OneDrive\1-Drawings\~Archive\Hillman Residence\2020-02-24 Hillman Residence.dwg, 2/26/2020 8:03:16 AM

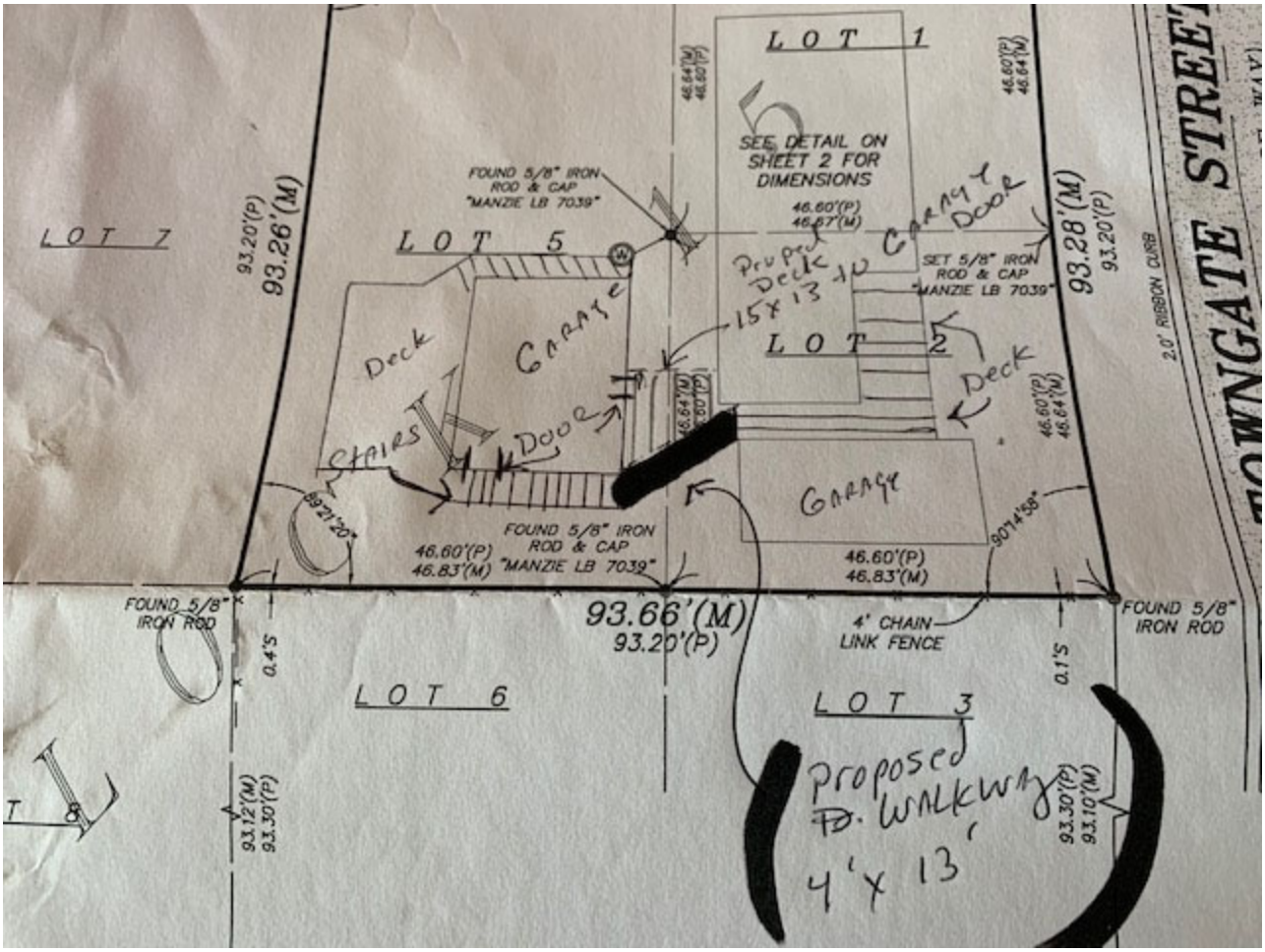
Kelly N. Gibson

From: Ron Boardman <ronboardmn@gmail.com>
Sent: Friday, May 8, 2020 9:27 AM
To: Kelly N. Gibson
Subject: Stairs , walkway

Kelly here are proposed changes (a) window 1/2 moon from square , (B) stairs do not need landing (C) screen in porch upstairs due to bugs

Drawings show proposed walk way In relationship to new garage, an additional deck to garage door is needed

Kelly please let me know if u need any additional information


LOT 1
SEE DETAIL ON SHEET 2 FOR DIMENSIONS
FOUND 5/8" IRON ROD & CAP "MANZIE LB 7039"
LOT 7
LOT 5
93.20'(P)
93.26'(M)
Deck
Garage
Stairs
Door
Prop. Deck 15x13
Garage Door
SET 5/8" IRON ROD & CAP "MANZIE LB 7039"
LOT 2
Deck
93.28'(M)
93.20'(P)
2.0' RIBBON CURB
Garage
89°21'20"
FOUND 5/8" IRON ROD & CAP "MANZIE LB 7039"
46.60'(P)
46.83'(M)
90°14'58"
FOUND 5/8" IRON ROD
93.66'(M)
93.20'(P)
4' CHAIN LINK FENCE
0.4'S
0.1'S
LOT 6
LOT 3
Proposed Walkway
4' x 13'
93.12'(M)
93.30'(P)
93.30'(P)
93.10'(M)

Sent from my iPhone

OFFICE USE ONLY

HDC ___ ~~2020-0~~ 2019-02 ___

REC'D: 2/22/20 BY: SB SCANNED: _____

APPLICATION COMPLETE: Y_____ N_____

PAYMENT: $ _____ INVOICED: _____

PRE-CONFRENCE: Y____ N____ DATE _____

BOARD MEETING DATE: _____

PLANNER: _____ DATE: _____

____ **APPROVED** ____ **DENIED**

APPLICATION FOR HISTORIC DISTRICT COUNCIL CERTIFICATE OF APPROVAL (COA)

PROJECT TYPE:

☐ New Construction ☐ Addition ☐ Alteration ☐ Relocation ☐ Demolition ☑ Amendment to COA# HDC 2019-02

☐ Repair ☐ Paint ☐ Fence ☐ Sign ☐ Re-roof ☐ Other: _____

APPROVAL TYPE:

☑ Staff Approval

☐ Board Approval: Conceptual _____ or Final _____

PROPERTY INFORMATION *Property information can be found at the Nassau County Property Appraiser's Website → Map Search*

Street Address: _____

District: ☐ Downtown Historic ☐ Old Town ☐ CRA Waterfront

Parcel Identification Number(s): _____

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

Owner of Record	As recorded with the Nassau County Property Appraiser
Owner(s) Name	Ronald Boardman
Company (if applicable)	
Street Address	1122 San Fernando St
City State Zip	904-945-1313
Telephone Number	
Email Address	Ron Boardman@Gmail.com

Applicant or Agent	If other than owner. If an agent will be representing the owner, an *Owner's Authorization For Agent Representation* form must be included
Applicant Name	
Company (if applicable)	
Street Address	
City State Zip	
Telephone Number	
Email Address	

HISTORIC DISTRICT COUNCIL APPLICATION CHECKLIST

These requirements are not inclusive of the requirements for the proposed work. The Department of Planning & Conservation may require additional drawings, specifications or information in order to complete the application review.

CONCEPTUAL APPROVALS

Conceptual approvals are provided by the HDC as a courtesy to the applicant in an effort to allow comment from the historic district council and citizens during the conceptual design process. The HDC will provide the applicant with feedback and guidance relating to the proposal and take a vote to indicate whether the board feels the proposal is adequately appropriate to proceed. In all cases, the applicant must return to the HDC to seek final approval of their projects. There is no additional fee for this review above the Certificate of Approval fee.

STAFF REVIEW OR BOARD REVIEW FINAL APPROVAL

THE FOLLOWING MUST BE PROVIDED IN ORDER TO BE A COMPLETE APPLICATION FOR STAFF APPROVAL OR FINAL APPROVAL BY THE BOARD:

Applicant (Initials)	Please submit 1 copy of each of the following:	Staff (Initials)
	Proof of ownership (copy of deed or tax statement)	
	11x17 signed, sealed, scaled survey of property. Completed within the last 2 years.	
	11x17 scaled site plan of the proposed work, including lot dimensions, setbacks, finished floor elevations, and any changes as a result of proposed building footprints	
	Site plan **must** show all trees greater than 5" diameter at breast height (DBH) and indicate any trees that are to be removed as part of the scope of work.	
	Photographs of the existing site and existing buildings if any, including views from the street.	
	11x17 drawings to scale showing ALL existing and proposed exterior elevations of primary and/or accessory buildings. Existing vs. proposed features should be clearly delineated with labels, shading, and/or hatching.	
	Elevations **must** include specific material and detail information with call outs that define all visible exterior elements, such as (but not limited to): wall finishes, foundation wall finish, corner-boards, water-tables, barge-boards, cornice trim, door trim, window trim, column elements, railings, roof fascia, balcony trim elements, supporting/decorative brackets, gable end decorative elements, shutters, roof finishes, chimney finish, privacy fences, picket fences, gates, utility yard screens, gazebos, outdoor shower screens, etc. Provide specific detail views of features that cannot be called out with notes on the elevations. Examples include porch details, pier elements, lattice infill components, soffit and cornice trim detailing, etc.	
	Elevations and/or site plan **must** show all proposed mechanical and plumbing equipment (HVAC, hood vents, backflow preventers, etc.) All rooftop mechanical equipment shall be screened from view to adjacent properties and rights-of-way by utilizing parapets or other screening elements that are integrated into the overall architecture of the structure and constructed using materials and methods that are consistent with those used on the building.	
	Product/material details and specifications, including brochures or printouts, for any proposed material as applicable and not limited to: doors, windows, roofing, exterior fabric, fascia/trim, shutters, fencing, sidewalk/driveway, landscaping, foundation, porch/deck, sheds, and proposed colors for ALL surfaces to be painted/stained/treated.	
	New construction applications **must** show context of project within existing streetscape.	
	For any fencing proposed to be located on a common property line, written consent of the adjacent property owners shall be provided as required by LDC 5.01.10(B).	

PROJECT DESCRIPTION (REQUIRED)

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

1. Window proportion on W side of house chged due to privacy factor. Orignal wd size allowed full site/view of tub.
2. Foundation lattice infill missing from side elevation due to elevation of land slope. W to E drops 3'. Installation of lattice would be covered in fill dirt & incorporate termites.
3. Siding chg @ W side of garage to create a door so to utilize upstairs storage as designed.
4. Screening 2nd level porch added for comfort & enhance livability from outdoor bugs.

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

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

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

PLEASE SUBMIT ALL PRODUCT BROCHURES, PAINT COLOR SAMPLES, AND MATERIAL SAMPLES WITH YOUR APPLICATION.

CERTIFICATION (REQUIRED)

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.

2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.

3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.

7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.

8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

9. I/We understand that Certificates of Approval are only valid for **one year** from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

Feb 28, 2020 — **Date**

Signature of Applicant

STATE OF FLORIDA
COUNTY OF NASSAU ss

Sworn to (or affirmed) and subscribed before me by means of ☑ physical presence or ☐ online notarization, this 28 day of February, 2020, by R. Boardman.

Karen M. Austin — Notary Public

Karen M. Austin — Printed Name

My Commission Expires

Personally Known ✓ OR Produced Identification _____ ID Produced: _____

KAREN M. AUSTIN
Notary Public - State of Florida
Commission # GG 231494
My Comm. Expires Jun 21, 2022
Bonded through National Notary Assn.

HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2020-02
MARCH 19, 2020

Owner/Applicant:	Jean L & Penelope S. Bonvouloir
Property Address:	131 N. 3rd Street
Requested action:	Certificate of Approval (COA) to construct a one-story single-family dwelling with 2-story accessory structure.
Current zoning:	R-2
FLUM land use category:	Medium-Density Residential
Existing uses on the site:	Single Family Residential
FL Master Site File #	N/A
Year Built:	N/A
Contributing Status:	Non-Contributing

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

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is seeking approval to construct a one-story single-family dwelling with 2-story accessory structure on a vacant 50' x 100' lot fronting N. 3rd Street.

APPLICABLE GUIDELINES:

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION
CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE
DOWNTOWN HISTORIC DISTRICT GUIDELINES

ANALYSIS:

The home is in keeping with the character of the neighborhood and the downtown district as a whole. It will utilize modern materials to replicate traditional materials commonly seen in the district.
During review staff noted the following issues:

1. Total height of primary and accessory structure not indicated on plans. Although proposed plans appear to be under maximum allowable heights, applicant will need to provide total heights before a COA can be issued;
2. HVAC is located closer than 5' to the southern property line and will need to be relocated to comply with LDC 4.02.03(A)7;
3. Board on Board wood fence at southern side yard does not state the height that it will be. It will need to be provided as a staff approval before a COA can be issued;
4. Fence states that it will be left natural, but the Downtown Historic District Guidelines state that it should be painted/stained/ or sealed. Applicant will have to submit their choice of finish as staff approval before a COA can be issued;
5. Driveway is to be crushed stone, but it should be noted that the driveway apron in the Right-of-way will need to be concrete to comply with LDC 7.01.01(F).

STAFF RECOMMENDATION:

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

Staff recommends:

APPROVAL of HDC 2020-02 with the following conditions:

1. Total height of primary and accessory structure be provided;
2. HVAC be relocated to comply with LDC 4.02.03(A)7; and
3. Fence height be provided and be stained/painted/ or sealed.

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2020-02 **with or without** conditions;

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

That HDC case 2020-02, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Guidelines to warrant approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2020-02 Application and Backup Materials

Respectfully Submitted,

Salvatore J. Cumella
Historic Preservation Planner

INV # 6556

OFFICE USE ONLY
REC'D: 2/6/20 BY: JB
APPLICATION COMPLETE: Y_____ N_____
PAYMENT: $ _____ INVOICED [ ] PAID [ ]
HDC CASE #: HDC 2020-0002
PRE-CONFRENCE: Y___ N___ DATE _____
BOARD MEETING DATE: 3/19/2020
SCANNED [ ]

PLANNER: _____ DATE: _____
___ APPROVED ___ DENIED

APPLICATION FOR HISTORIC DISTRICT COUNCIL CERTIFICATE OF APPROVAL (COA)

APPROVAL TYPE: ☐ Staff Approval ☐ Board Approval: Conceptual _____ or Final _____

PROJECT TYPE:
☒ New Construction ☐ Addition ☐ Alteration ☐ Relocation ☐ Demolition ☐ Amendment to COA#_____
☐ Repair ☐ Paint ☐ Fence ☐ Sign ☐ Re-roof ☐ Other:_____

PROPERTY INFORMATION *Property information can be found at the Nassau County Property Appraiser's Website → Map Search*
Street Address: 131 N. 3RD ST
District: ☒ Downtown Historic ☐ Old Town ☐ CRA Waterfront
Parcel Identification Number(s): 00-00-31-1800-0009-0150
Zoning District: R-2 Lot / Block Number (optional) _____

Owner of Record	As recorded with the Nassau County Property Appraiser
Owner(s) Name	JEAN L & PENELOPE S BONVOULOIR
Company (if applicable)	
Street Address	806 AMELIA DR
City State Zip	FERNANDINA BEACH, FL 32034
Telephone Number	904-556-4700
Email Address	JOHN@CBOFAMELIA.COM

Applicant or Agent	If other than owner. If an agent will be representing the owner, an *Owner's Authorization For Agent Representation* form must be included
Applicant Name	
Company (if applicable)	
Street Address	
City State Zip	
Telephone Number	
Email Address	

HISTORIC DISTRICT COUNCIL APPLICATION CHECKLIST

These requirements are not inclusive of the requirements for the proposed work. The Department of Planning & Conservation may require additional drawings, specifications or information in order to complete the application review.

CONCEPTUAL APPROVALS

Conceptual approvals are provided by the HDC as a courtesy to the applicant in ân effort to allow comment from the historic district council and citizens during the conceptual design process. The HDC will provide the applicant with feedback and guidance relating to the proposal and take a vote to indicate whether the board feels the proposal is adequately appropriate to proceed. In all cases, the applicant must return to the HDC to seek final approval of their projects. There is no additional fee for this review above the Certificate of Approval fee.

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THE FOLLOWING MUST BE PROVIDED IN ORDER TO BE A COMPLETE APPLICATION FOR STAFF APPROVAL OR FINAL APPROVAL BY THE BOARD:

Applicant (Initials)	Please submit 1 copy of each of the following:	Staff (Initials)
	Proof of ownership (copy of deed or tax statement)	
	11x17 signed, sealed, scaled survey of property. Completed within the last 2 years.	
	11x17 scaled site plan of the proposed work, including lot dimensions, setbacks, finished floor elevations, and any changes as a result of proposed building footprints	
	Site plan **must** show all trees greater than 5" diameter at breast height (DBH) and indicate any trees that are to be removed as part of the scope of work.	
	Photographs of the existing site and existing buildings if any, including views from the street.	
	11x17 drawings to scale showing ALL existing and proposed exterior elevations of primary and/or accessory buildings. Existing vs. proposed features should be clearly delineated with labels, shading, and/or hatching.	
	Elevations **must** include specific material and detail information with call outs that define all visible exterior elements, such as (but not limited to): wall finishes, foundation wall finish, corner-boards, water-tables, barge-boards, cornice trim, door trim, window trim, column elements, railings, roof fascia, balcony trim elements, supporting/decorative brackets, gable end decorative elements, shutters, roof finishes, chimney finish, privacy fences, picket fences, gates, utility yard screens, gazebos, outdoor shower screens, etc. Provide specific detail views of features that cannot be called out with notes on the elevations. Examples include porch details, pier elements, lattice infill components, soffit and cornice trim detailing, etc.	
	Elevations and/or site plan **must** show all proposed mechanical and plumbing equipment (HVAC, hood vents, backflow preventers, etc.) All rooftop mechanical equipment shall be screened from view to adjacent properties and rights-of-way by utilizing parapets or other screening elements that are integrated into the overall architecture of the structure and constructed using materials and methods that are consistent with those used on the building.	
	Product/material details and specifications, including brochures or printouts, for any proposed material as applicable and not limited to: doors, windows, roofing, exterior fabric, fascia/trim, shutters, fencing, sidewalk/driveway, landscaping, foundation, porch/deck, sheds, and proposed colors for ALL surfaces to be painted/stained/treated.	
	New construction applications **must** show context of project within existing streetscape.	
	For any fencing proposed to be located on a common property line, written consent of the adjacent property owners shall be provided as required by LDC 5.01.10(B).	

PROJECT DESCRIPTION (REQUIRED)

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

VACANT

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

1 STORY SINGLE FAMILY HOUSE W/ ACCESSORY BUILDING - GARAGE W/ STORAGE AND DECK ABOVE

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

Project Scope	Manufacturer	Product Description	FL Product Approval #	Color (Name/Number)
Exterior Fabric	JAMES HARDIE	HARDIE BOARD	13183.2	SHERWIN WILLIAMS MODERNIST GRAY
Doors	THERMA TRU	FIBERGLAS DOOR	15227.5 20461.	SHERWIN WILLIAMS PINK RANUNCULUS
Windows	PGT	VINYL SINGLE HUNG	1435	WHITE
Roofing	IKO	CAMBRIDGE	30310	CHARCOAL GREY
Fascia/Trim	JAMES HARDIE	HARDIE TRIM	13265.1	SHERWIN WILLIAMS BELGIAN WHITE
Foundation	CONCRETE BLOCK			
Shutters	SITE BUILT	BOARD & BATTEN		SHERWIN WILLIAMS BELGIAN WHITE
Porch/Deck	PT 5/4x4	BOARDS		SHERWIN WILLIAMS MOUNTAIN ASH
Fencing	PT 1X6	BOARD ON BOARD		NATURAL
Driveways/Sidewalks		FRONT WALK - CONCRETE DRIVEWAY - CRUSHED STONE		
Signage		PER BUILDING DEPT		
Other				

PLEASE SUBMIT ALL PRODUCT BROCHURES, PAINT COLOR SAMPLES, AND MATERIAL SAMPLES WITH YOUR APPLICATION.

CERTIFICATION (REQUIRED)

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.

2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.

3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.

7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.

8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

9. I/We understand that Certificates of Approval are only valid for ***one year*** *from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.*

Feb 6, 2020 — **Date**

Jean L Bonvoulois — **Signature of Applicant**

SYLVIE MCCANN
MY COMMISSION # GG38352
EXPIRES: November 12, 2020

STATE OF FLORIDA
COUNTY OF NASSAU } ss

Sworn to (or affirmed) and subscribed before me by means of ☑ physical presence or ☐ online notarization, this 6th day of February, 20 20, by John Bonvoulois.

Sylvie McCann — Notary Public

Sylvie McCann — Printed Name

11/12/20 — My Commission Expires

Personally Known ✓ OR Produced Identification _____ ID Produced: _____

Prepared by:
Andrea F. Lennon, P.A.
3391 South Fletcher Avenue
Fernandina Beach, Florida 32034

File Number: 19-891

Inst: 202045000528 Date: 01/07/2020 Time: 11:55AM
Page 1 of 2 B: 2330 P: 280, Doc Type: D
John A. Crawford, Clerk of Court, Nassau County,
By: KB, Deputy Clerk
Doc Stamp-Deed: 854.00

General Warranty Deed

Made this January 3, 2020 A.D. By Thomas J. Sintes, an unmarried man, whose post office address is: 96003 Skipper Lane, Fernandina Beach, Florida 32034, hereinafter called the grantor, to Jean L. Bonvouloir and Penelope S. Bonvouloir, husband and wife, whose post office address is: 806 Amelia Drive, Fernandina Beach, Florida 32034, hereinafter called the grantee:

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

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

THE NORTH 1/2 OF LOTS 15, 16, 17, AND 18, OF BLOCK 9, CITY OF FERNANDINA BEACH, FLORDA, LYING AND BEING IN THE CITY OF FERNANDINA BEACH (FORMERLY NAMED FERNANDINA) IN THE COUNTY OF NASSAU AND STATE OF FLORIDA AND KNOWN AND DESCRIBED UPON AND ACCORDING TO THE OFFICIAL PLAT OF SAID CITY (AS LITHOGRAPHED AND ISSUED BY THE FLORIDA RAILROAD COMPANY IN 1857, AND ENLARGED, REVISED AND REISSUED BY THE FLORIDA TOWN IMPROVEMENT COMPANY 1887 AND 1901).

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

Parcel ID Number: 00-00-31-1800-0009-0150

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

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

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to December 31, 2019.

CITY OF FERNANDINA BEACH
Department of Planning & Conservation

Samantha Rogic
Planning Technician

APPLICATION FOR CONTEXT SENSITIVE REVIEW DETERMINATION

Applicant/Owner:	John Bonvouloir, agent for Thomas Sintes
Requested Action:	Context Sensitive Review Determination
Location:	Block 9, North ½ of Lots 15 to 18 (50' x 100')
Land Use + Zoning:	Medium Density Residential, R-2
Existing Uses on Site:	Vacant

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

BACKGROUND INFORMATION:

The subject parcel was recently configured by way of the minor subdivision process (ADMIN2019-17). Parcel ID 00-00-31-1800-0009-0150 originally consisted of four underlying lots of record (Block 9, Lots 15 to 18) which were subdivided into two 50' x 100' lots of record and reoriented to front N 3rd Street.

The applicant has requested a context sensitive review determination for the North ½ of Lots 15 to 18, Block 9 in accordance with Section 4.02.03(F) of the Land Development Code.

The applicant has provided measurements as validated by a licensed land surveyor for the other properties on the block face (meeting the 50% requirement as per 4.02.03(F)(1)(a). The setbacks for the properties on the block face are:

- 109 N 3rd Street – 6.9'
- 111 N 3rd Street – 11.3'
- 113 N 3rd Street – 25.9'
- 117 N 3rd Street – 11'
- 121 N 3rd Street – 13'

The resulting average front yard setback, based on this information, is 68.1/5 = **13.62'**

CONSISTENCY WITH THE COMPREHENSIVE PLAN:

The following Comprehensive Plan policies are applicable:

Policy 1.02.10 – The City shall protect privacy and access to light, air, and open space. The City shall consider regulations such as building placement on a site, building design, and building orientation as one means to achieve this policy.

Policy 1.06.07 – The City shall review its existing suburban design standards and establish urban design standards or overlays in select areas of the city, as appropriate, in order to better reflect the particular character of an identified neighborhood. Changes to the suburban design standards may include changes in setback requirements.

From: **John Bonvouloir** john@cbofamelia.com
Subject: Fence
Date: January 14, 2020 at 9:39 AM
To: sintest@bellsouth.net

Hi Tom,

As I mentioned to you, the Historic District Application requires that I get the consent of my neighbor if I am planning on erecting a fence between my property and theirs. If you would sign below indicating your consent, I would appreciate it.

Thanks a lot Tom

John Bonvouloir
Capital Builders of Amelia Inc.
(904) 556 - 4700

Tom Sintes

Tom Sintes

BROOME STREET

EXISTING CURB

NEW CULVERT WITH HEADWALL

EXISTING CURB

TREE TO REMAIN

TREE TO BE REMOVED

DEAD/HAZARDS TREE TO BE REMOVED

POWER POLE

NEW DRIVEWAY

100.00' R. & FM.

7" OAK

9" OAK

1/2"IPS

25.0' R.

25.0' R.

25.0' R.

25.0' R.

7" BEECH

90°09'42"

DRAIN

11" OAK

18" OAK

LEAN

12" PALM

DRAIN

7" OAK

6" BEECH

13" PALM

13" PAK

89°52'32"

15" PALM

11" PALM

8" OAK

1/2 OF

15" OAK

15" OAK

LOT 15
BLOCK 9

LOT 16
BLOCK 9

NORTH 1/2 OF
LOT 17
BLOCK 9

PORCH
14.0'

PORCH
14.0'

7" BEECH

CONCRETE PORCH, STEPS & WALKS

EXIST'G CONC. SIDEWALK

GARAGE
12.0'

HOUSE
15.0'

14" OAK

8" OAK

9" OAK

8" OAK

5"&12" TWIN OAK

NORTH 1/2 OF
LOT 18
BLOCK 9

9" PALM

6" OAK

(VACANT)

8" OAK

14"

5'

15'

49.90' +-FM.

50.00' D. & FM.

89°53'45"

90°04'01"

TRASH

DRAIN

7" OAK

DRAIN

METER

1/2"IPS

100.03' FM.
100.00' R.

SITE PLAN 1/8"=1'-0"

NORTH THIRD STREET

12.8 X

BROOME STREET

EDGE OF ROAD

NEW SEWER MAIN EXISTING

EXISTING INVALID

TREE TO REMAIN

TREE TO BE REMOVED

Dead / severe decline

POWER POLE

NEW DRIVEWAY

100.00' R. & FM.

25.0' R.

25.0' R.

25.0' R.

25.0' R.

7" BEECH

11" OAK

Hickory trim

18" OAK

Root Sprung Leans

12" PALM

DRAIN

13" PALM

13" OAK

Hickory trim

7" OAK

6" OAK

HB

BEECH

7" OAK

9" OAK

1/2"IPS

89°52'32"

15" PALM

11" PALM

8" OAK

BAD decline

7" BEECH

Reclining

90°09'42"

1/2 OF

15" OAK

Pecan

15" OAK

BAD/DEAD Cherry L.

LOT 15

BLOCK 9

LOT 16

BLOCK 9

14" OAK

Leans Some

NORTH 1/2 OF

LOT 17

BLOCK 9

PORCH

14.0'

HOUSE

15.0'

CONCRETE PORCH, STEPS & WALKS

EXIST. CONC. SIDEWALK

GARAGE

12.0'

5"&12" TWIN OAK

HB

9" PALM

6" OAK

Camphor

8" OAK

HB

9" OAK

BAD (Split)

Cherry L.

8" OAK

Cherry L.

8" OAK

Cherry L.

NORTH 1/2 OF

LOT 18

BLOCK 9

(VACANT)

4' FM.

49.90'

89°53'45"

11.7

11.4

TRASH

DRAIN

7" OAK

Decline BAD

DRAIN

METER

90°04'01"

50.00' D. & FM.

100.03' FM.

100.00' R.

1/2"IPS

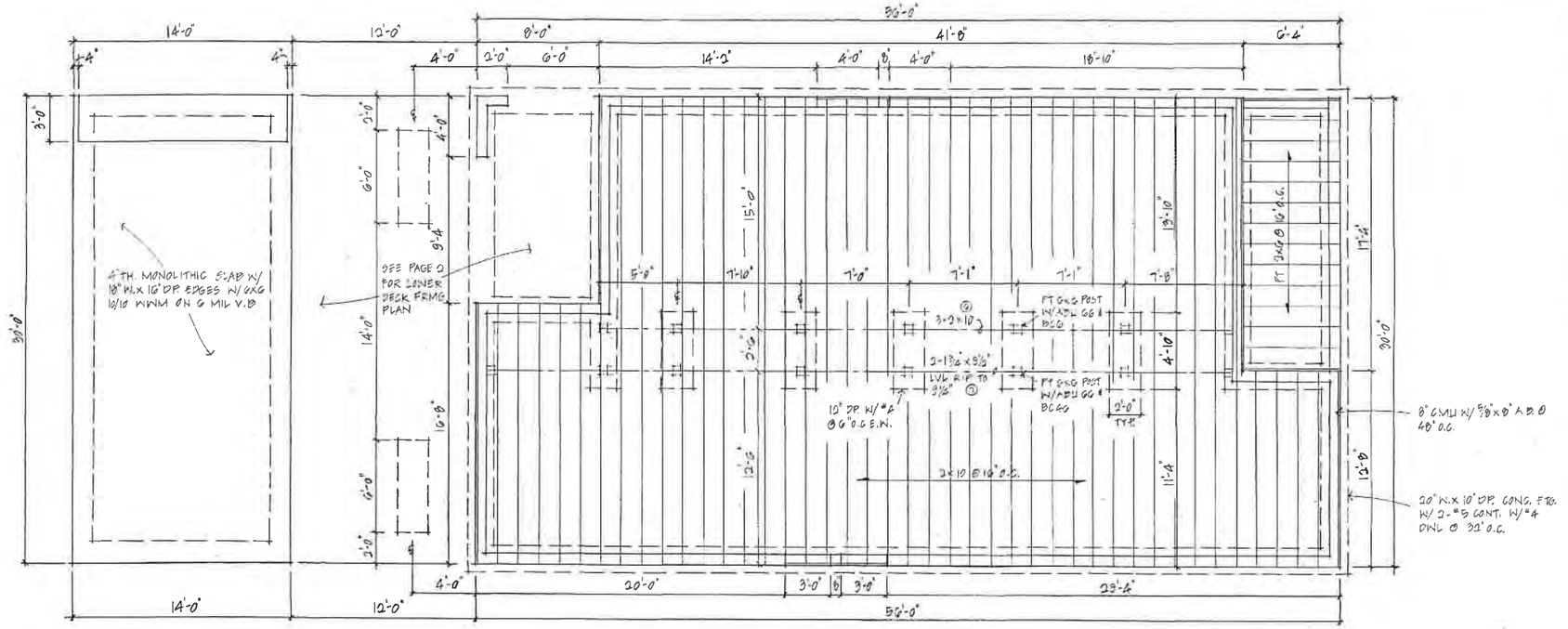
131 N 3rd Street

12.8

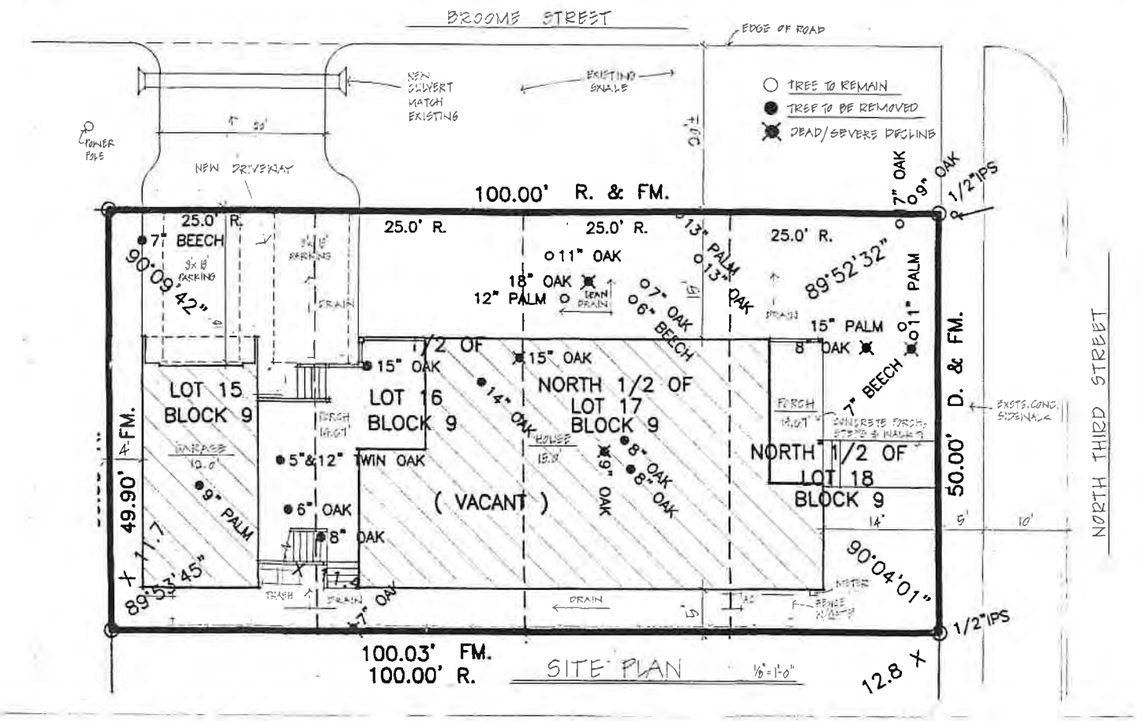
SITE PLAN

1/8"=1'-0"

131 NORTH THIRD STREET



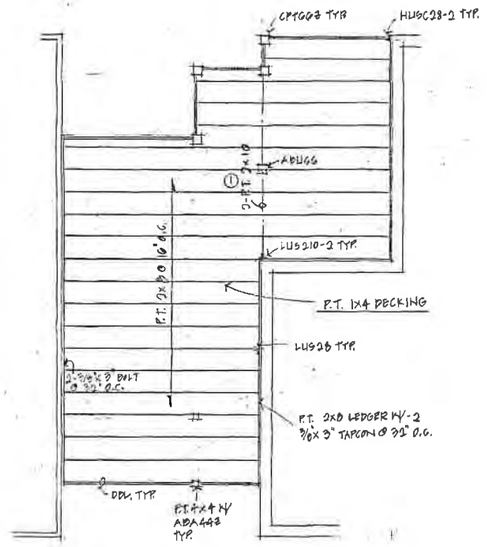
FOUNDATION & FLOOR FRAMING PLAN 1/4"=1'-0"



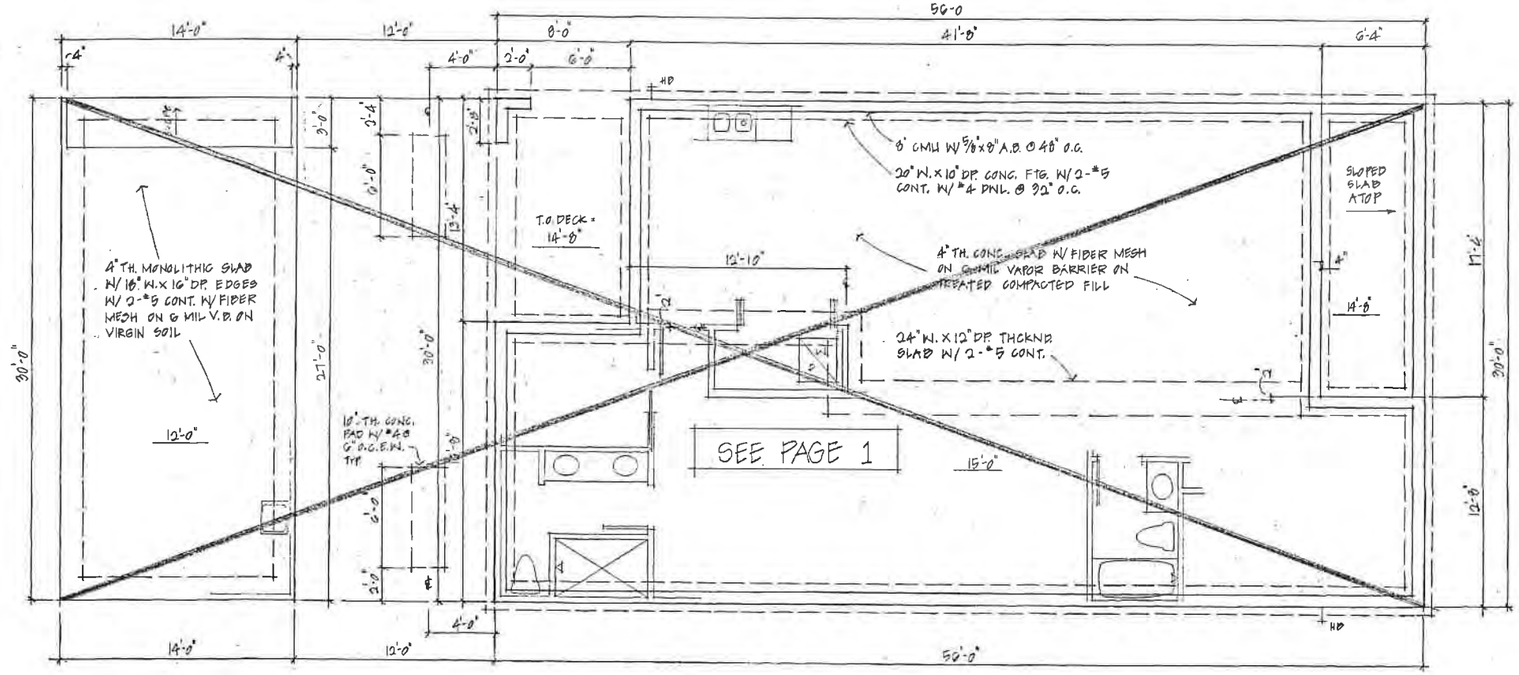
SITE PLAN 1/8"=1'-0"

BONVILLOIR III RESIDENCE
131 N. 3RD STREET
FERNANDINA BEACH, FL 32034

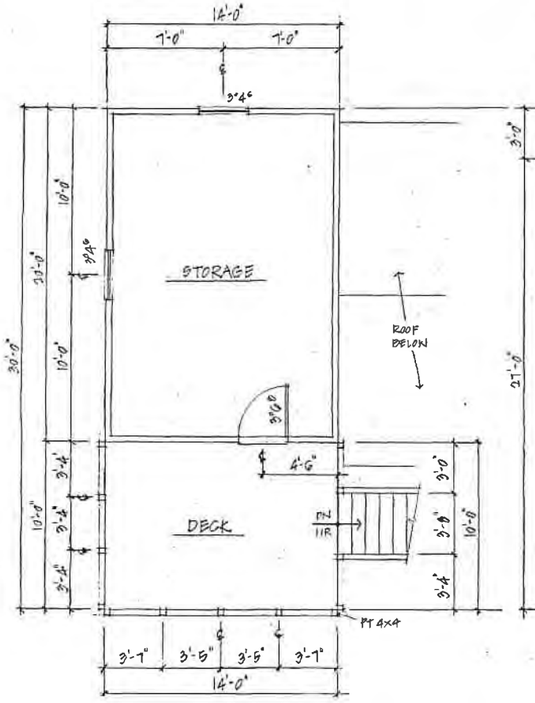
SHEET 3 OF 3



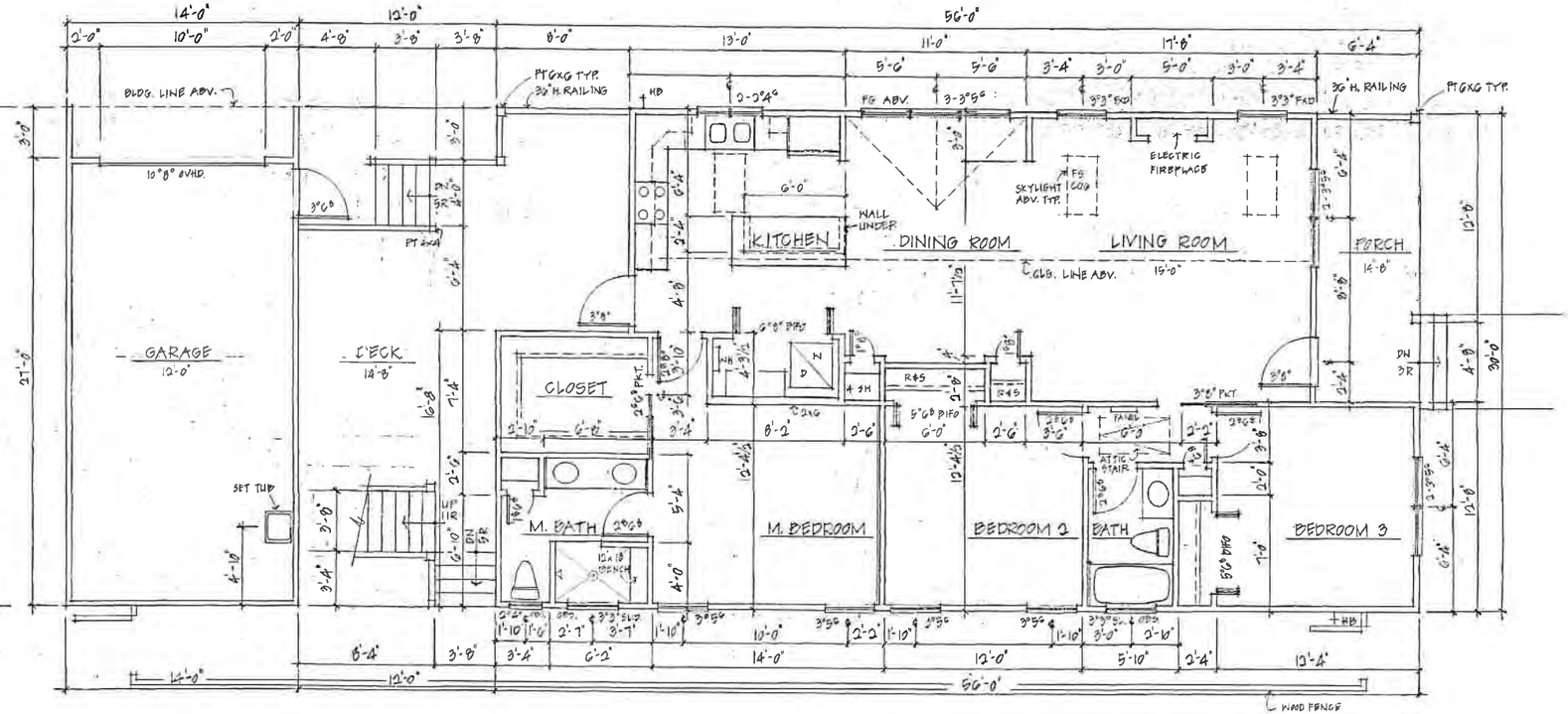
LOWER DECK FRAMING PLAN 1/4"=1'-0"



FOUNDATION PLAN 1/4"=1'-0"



UPPER GARAGE PLAN



FLOOR PLAN 1/4"=1'-0"

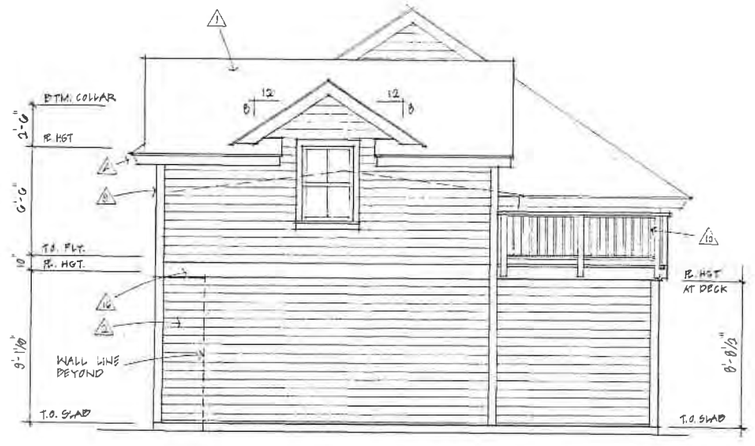
CONDITIONED	1463 SQ. FT.
COVERED PORCH	300 "
GARAGE	420 "
STORAGE	380 "
GARAGE DECK	160 "

BONVOLOIR III RESIDENCE
131 N. 3RD STREET
FERNANDINA BEACH, FL 32034

2 OF 5

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

1 Architectural asphalt shingles
2. Hardiboard siding
3 Hardiboard shingles
4 Hardiboard 1x8 fascia with aluminum drip edge and plywood soffit
5 Hardiboard 5/4x4 trim with 5/4x2 sill
6. Hardiboard wrapped PT 6x6 post with 2x2 accents
7. Matching corner trim at front elevation
8. PT 2x beveled sill H/2x8 BARGE BOARD
9 Hardiboard 5/4x6 trim with 2x2 accents at house
10. 36" high PT 2x2 pickets with PT 2x4 railing
11. 12"x18" louvered vent
12. Stucco parging painted
13. PT 1x2 painted lattice
14. Custom painted wood board and batten shutter
15. Velux skylight
16. Hardiboard 5/4x10 band



WEST ELEVATION

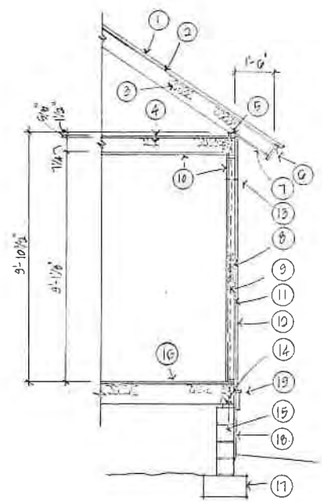
EAST ELEVATION 1/8"=1'-0"

BONVOULOIR III RESIDENCE
191 N. 3RD STREET
FERNANDINA BEACH, FL 32034

3
OF 5

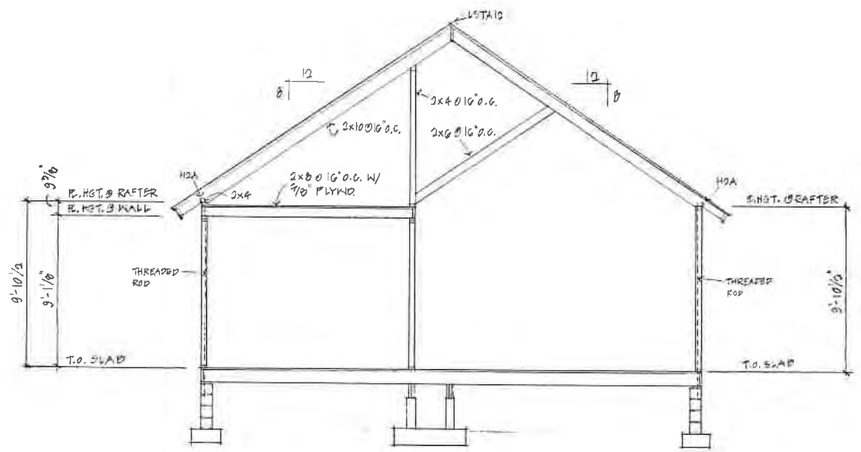
1. Architectural asphalt shingles
2. Hardiboard siding
3. Hardiboard shingles
4. Hardiboard 1x8 fascia with aluminum drip edge and plywood soffit
5. Hardiboard 5/4x4 trim with 5/4x2 sill
6. Hardiboard wrapped PT 6x6 post with 2x2 accents
7. Matching corner trim at front elevation
8. PT 2x beveled sill N/ 5x9 BARGE BOARD
9. Hardiboard 5/4x6 trim with 2x2 accents at house
10. 36" high PT 2x2 pickets with PT 2x4 railing
11. 12"x18" louvered vent
12. Stucco parging painted
13. PT 1x2 painted lattice
14. Custom painted wood board and batten shutter
15. Velux skylight
16. Hardiboard 5/4x10 band

SOUTH ELEVATION 1/4"=1'-0"



1. ARCH. GRADE ASPHALT SHINGLES OVER 30# FELT
2. 1/2" CDX PLWD W/ 8d NAILS @ 6" O.C. MAX. EDGES, 6" MAX. FIELD OVER 2X10 @ 16" O.C. RAFTERS
3. R-19 ICYNENE INSULATION
4. 2X8 @ 16" O.C. CLG. JST. W/ 3/8" PLWD. W/ R-19 BATTS
5. 2X4 PLATE W/ TYP. SIMPSON H2A @ EA. RAFTER
6. 2X8 SUBFASCIA W/ 1X10 FASCIA W/ ALUM. DRIP
7. T-111 SOFFIT
8. 2X4 @ 16" O.C. STUDS W/ R-11 INSULATION
9. 3/8" THREADED ROD @ EA. SIDE EA. OPENING, EA SIDE EXT. CORNER & 48" O.C. ALONG WALLS
10. 1/2" CEILING GYP. BD. & WALL BOARD
11. 7/16" OSB W/ 8d NAILS @ 6" O.C MAX. EDGES & FIELD W/ TYVEK OR EQUAL BLDG. WRAP
12. HARDIBOARD LAP SIDING
13. WINDOW HGT. @ 8'-0"±
14. PT 2X6 SILL W/ SILL SEALER
15. 8" CM.U. W/ 5/8"x 8" ANCHOR BOLTS @ 48" O.C.
16. 2X10 FLR. JOIST @ 16" O.C. W/ 3/4" T&G PLWD G&N W/ R-19 BATTS
17. 28"W.x 10" DP. CONC. FOOTING W/ 2-#5 CONT W/ #4 DOWEL @ 32" O.C.
18. STUCCO PARGING
19. BEVELED 2X2 TRIM W/ 2X8 BARGE BD

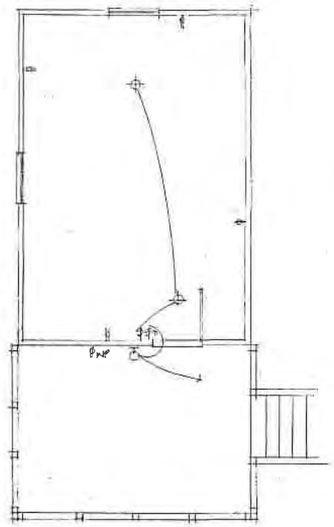
WALL SECTION 3/8"=1'-0"



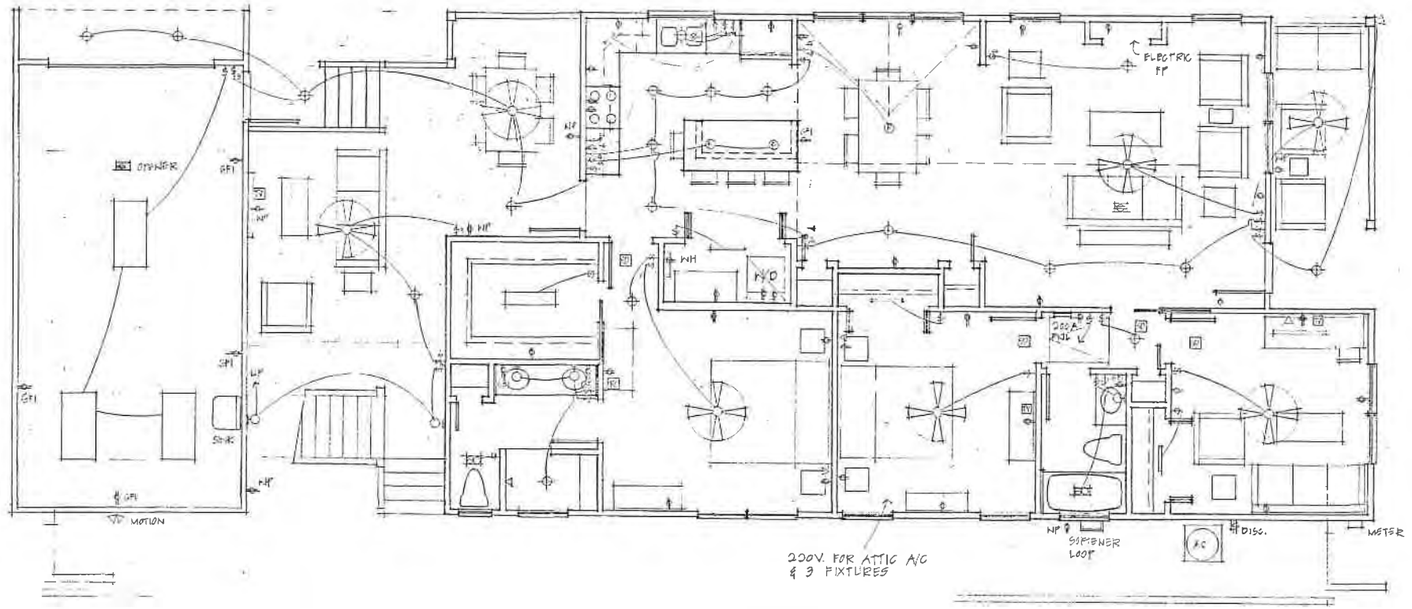
BUILDING SECTION 1/2"=1'-0"

BONVOLLOIR III RESIDENCE
131 N. 3RD STREET
FERNANDINA BEACH, FL 32034

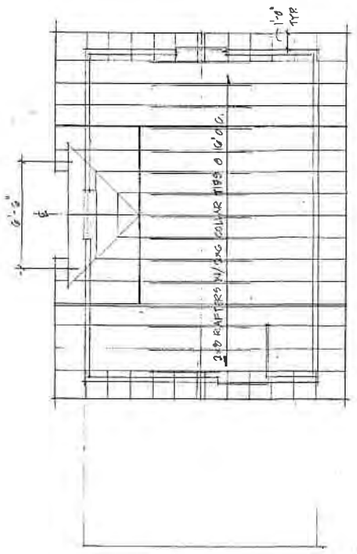
4
OF 9



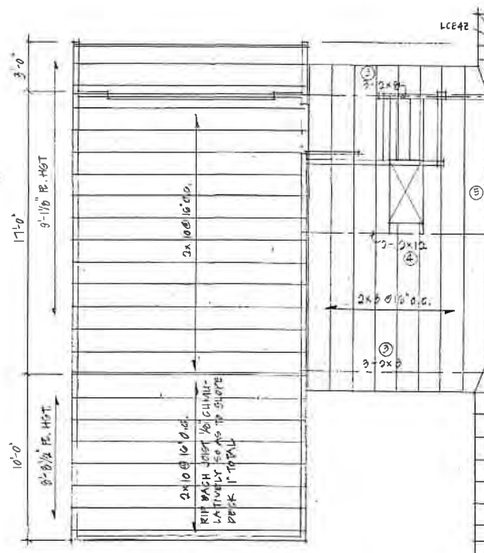
UPPER GARAGE ELEC. PLAN 1/4"=1'-0"



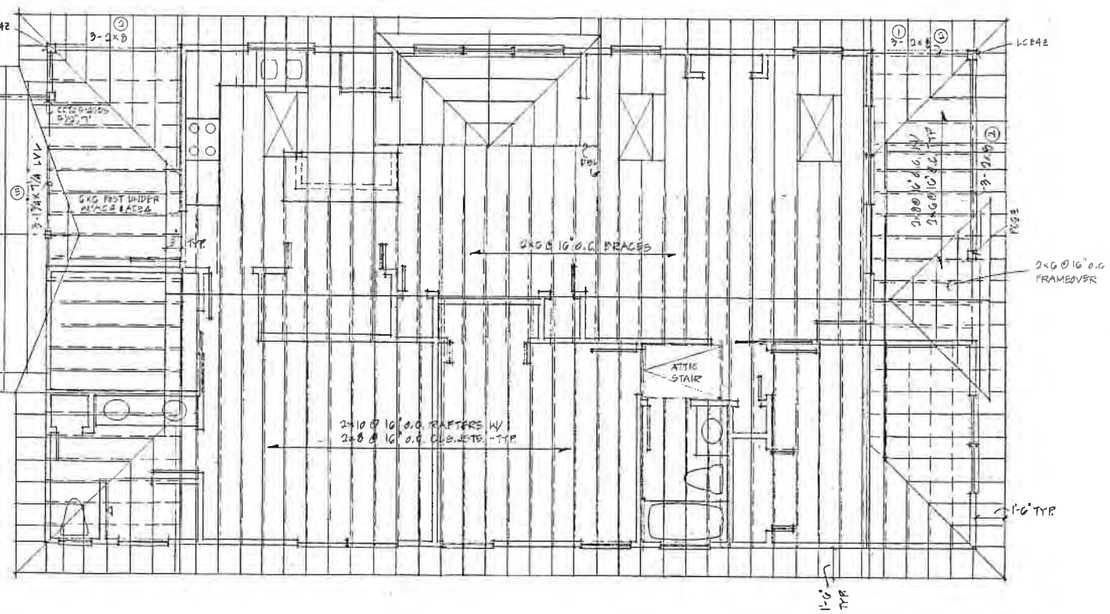
MAIN FLOOR ELECTRICAL PLAN 1/4"=1'-0"



GARAGE ROOF FRAMING PLAN



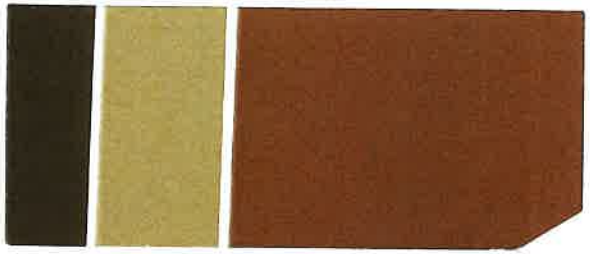
GARAGE UPPER FLOOR FRAMING PLAN



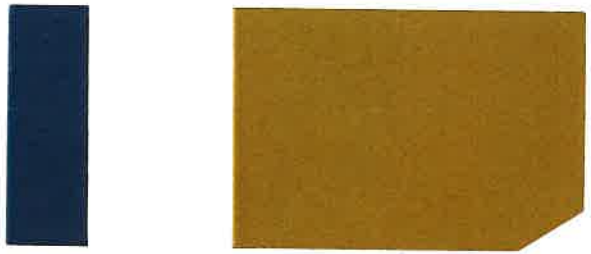
ROOF FRAMING PLAN 1/4"=1'-0"

BONVOULOIR III RESIDENCE
131 N. 3RD STREET
FERNANDINA BEACH, FL 32034

5
OF 5



Algorithm HGSW3491 / **Carrollton Khaki** HGSW3184 / **Burnt Auburn** HGSW3042

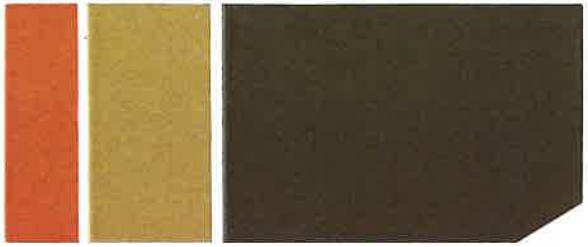


Spectral Indigo HGSW3341 / **Greek Villa** HGSW4030 / **Amber Caste** HGSW1211

4 **Cartographic** HGSW1203 / **Creamy** HGSW4033 / **Navy Seawall** HGSW1471

Bourbon Butterscotch HGSW2131 / **Muslin** HGSW4048 / **Avocado Fruit** HGSW2225

Highland Loch HGSW2352 / **Paper Kraft** HGSW2507 / **Bamboo Fiber** HGSW3093



Farm Stand Apple HGSW2063 / **Lennox Hill Tan** HGSW3174 / **Woodland Lichen** HGSW3282

Pink Ranunculus HGSW1094 / **Belgian White** HGSW4025 / **Modernist Gray** HGSW1495

Chesterfield Green HGSW2231 / **White Almanac** HGSW4036 / **Proper Gold** HGSW2163

Sea Otter HGSW2441 / **Extra White** HGSW4005 / **Worn Turquoise** HGSW2315

Venomous HGSW1232 / **Art of Bronze** HGSW3181 / **Cape Ivory** HGSW4040

Back to Quote

LOWE'S
NEVER STOP IMPROVING

Date: 01/13/2020

LOWE'S HOME CENTERS, LLC #1647
474283 EAST SR 200
FERNANDINA BEACH, FL 32034-6927
USA
(904) 277-5000

SPECIAL ORDER
Pedido especial

Project #:	608019633	Description:	~~8ft Huttig~~
Customer Name:	JOHN BONVOULOIR		
Customer Phone:	(904) 556-4700		
Customer Address:	FERNANDINA FERNANDINA, FL 32034 USA		

Line Item Frame Size	Product Code Description	Unit Price	Quantity	Total Price
0001 Size = 37 5/8-in W x 98-in	**Manufacturer:** Therma-Tru - Huttig Central FL Division : Millwork Product : Doors Type : Entry/Exterior Product Material : Smooth Fiberglass Impact Rated : No Material Type : Smooth Star Configuration : Single Door Slab Width : 36-in Custom Height : No Slab Height : 95 1/4-in Product Style : 3/4 Lite Panel Design : 8-ft 3/4 Lite 1 Panel Glass Style : Saratoga Door Caming : Brushed Nickel Model : S891 Handing : Left Hand Inswing Sill : Mill Finish Composite Adjustable Inswing Sill Actual Width: 37 5/8-in Actual Height: 98-in Fits Opening Width: 38 3/8-in Fits Opening Height: 98 1/2-in Dimension Confirmation : Yes, the dimensions are correct Prefinish Options : No Prefinishing Same-Day Stain Kit : None Jamb Size : 4 9/16-in Jamb Type : Rot Resistant	**$1,488.92**	1	**$1,488.92**

	Bore : Double Product Approval Number : 20461.x Hinge Type : Ball Bearing Hinge Finish : Brushed Nickel Sill Pan : Yes Compression Weather Strip : Bronze Brickmould : No Door U-Factor : .26 Door Solar Heat Gain Coefficient (SHGC) : .27 Door STC Rating : 29 Lead Time : 21 Days Item Number : 77951	

Project Total: **$1,488.92**

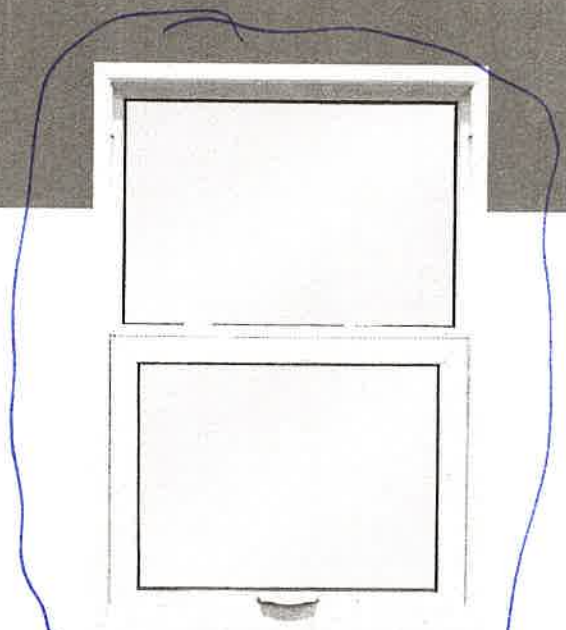
Salesperson: JOSEPH SHOLAR (S1647JS3)

Accepted by: _____ Date: 01/13/2020

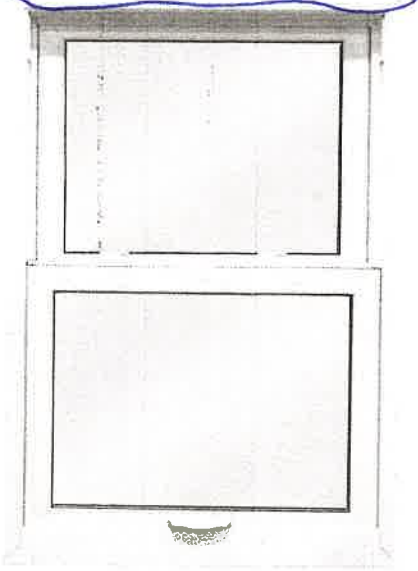
Print Detailed Quote

This quote is an estimate only and valid for 30 days on all regularly priced items. For promotional items please refer to the dates listed above. This estimate does not include tax or delivery charges. Estimated arrival will be determined at the time of purchase. All of the above quantities, dimensions, specifications and accessories have been verified and accepted by the customer.

WINDOWS



Single Hung



Double Hung

Single Hung (SH5400) and Double Hung (DH5460)

Constant force balance system

- Provides smooth, easy opening and closing

Spiral balance system

- Standard feature on larger window sizes ensures ease of sash operation
- Optional upgrade on any window size provides additional ease of sash operation

SecureConnect integrated corner keys

- For added sash strength

Tilt sash design

- For easy exterior cleaning

Embedded tilt latch

- For added strength in holding sash into frame
- Presents cleaner sight lines

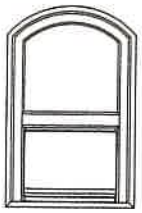
Stylish ComfortLift handles

- Allows ease of operation & option to add style by selecting hardware finish
- Optional lift rail for alternative opening method

Beveled meeting rail

- Enhances visual appeal of profile

Configuration Options



Single Hung Radius Top with Equal Sash

Single Hung Arch Top with Proview/Oriel Sash

Cottage & custom sash configurations available

CUSTOM WINDOWS + DOORS

Grid Styles

Flat Grid

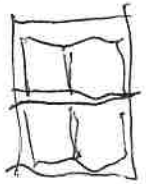
- 9/16" wide or 13/16" wide
- Grid between the glass

Contour Grid

- 1" wide
- Grid between the glass

Traditional Simulated Divided Lite

- 7/8" wide raised ogee applied to exterior and interior with 9/16" wide bronze shadow bar between the glass



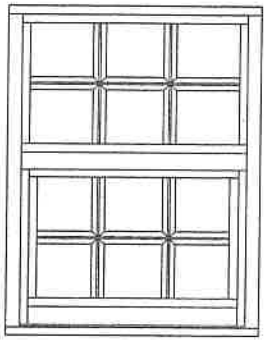
Standard Features

PGT® EnergyVue® windows and doors come standard with white frames and clear, insulating glass with EnergyShield Low-E. EnergyVue door glass is also tempered for additional safety, and operable windows include a screen with 1816 mesh. All EnergyVue products are ideal for new construction and remodeling projects.

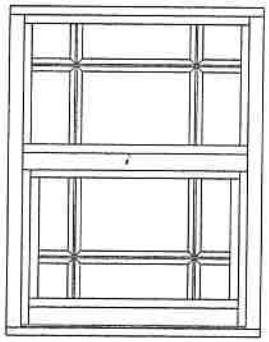
Standard Interior & Exterior Frame Colors

- White

Grid Patterns



Standard



Brittany/Prairie

Premium Options

Glass

- Tempered glass (for windows)
- Privacy glass
  - Obscure (textured)
  - White Interlayer (opaque interlayer)
- Popular glass tints
- Hi-performance Low-E
  - EnergyShield Max
- Argon gas

Exterior Frame Colors

- Beige
- Bronze
- Anodize*
- Pebble Khaki*
- Hunter Green*
- Brick Red*

* Available with limited interior colors

Interior Frame Colors

- Beige
- Bronze
- Natural Oak
- Dark Oak
- Natural Cherry

HARDI TRIM

Decorative concrete bl...

Concrete retaining wa...

Cinder Block

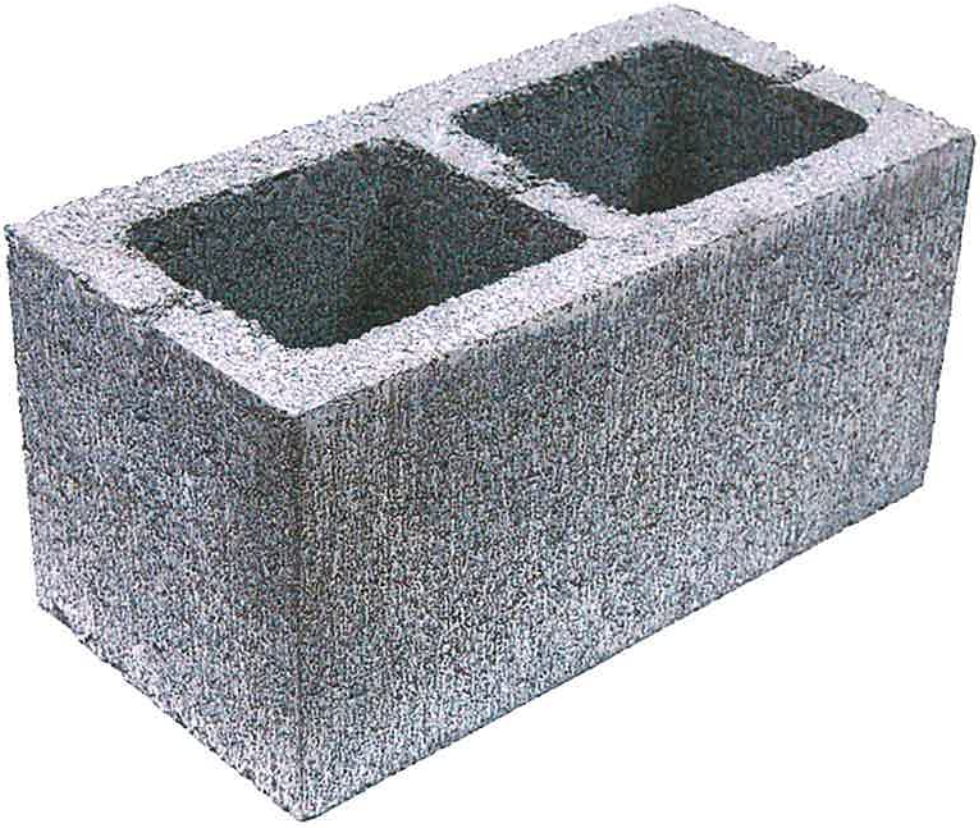
Concrete slab

Split face concrete bl...

Related searches for concrete blocks

concrete block **sizes and shapes**

concrete block **retaining wall**



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212
SHUTTERS
STUCCO
PREVIOUSLY BUILT HOUSE 212 S 5TH ST

PREVIOUSLY BUILT HOUSE
30 403 CEDAR ST. (SANS GARAGE)

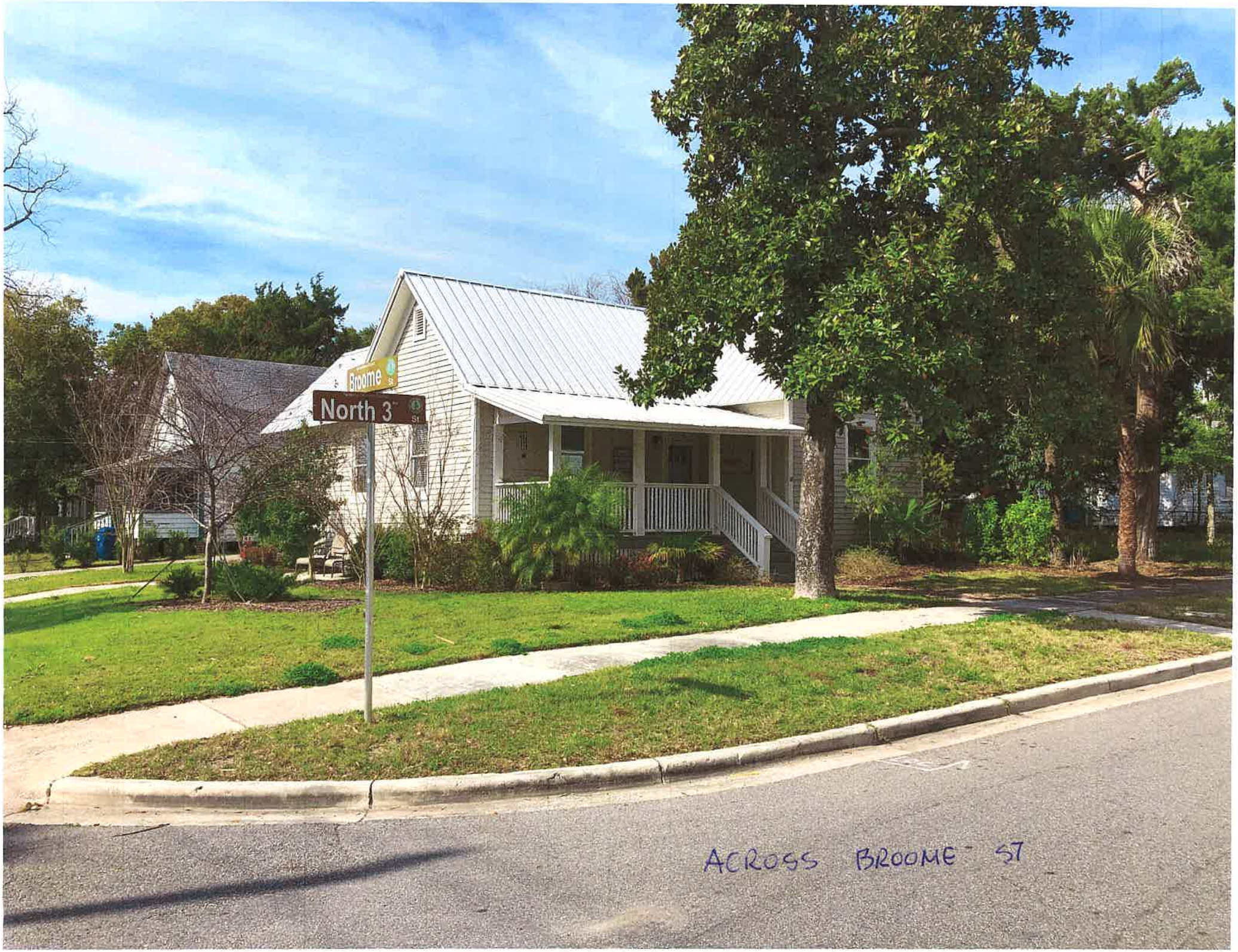
PREVIOUSLY BUILT HOUSE,
119 S. 5TH ST
119

LOT LOOKING WEST

LOT LOOKING NW

LOT LOOKING SW

ACROSS N 3RD ST


Broome St
North 3rd St
ACROSS BROOME ST

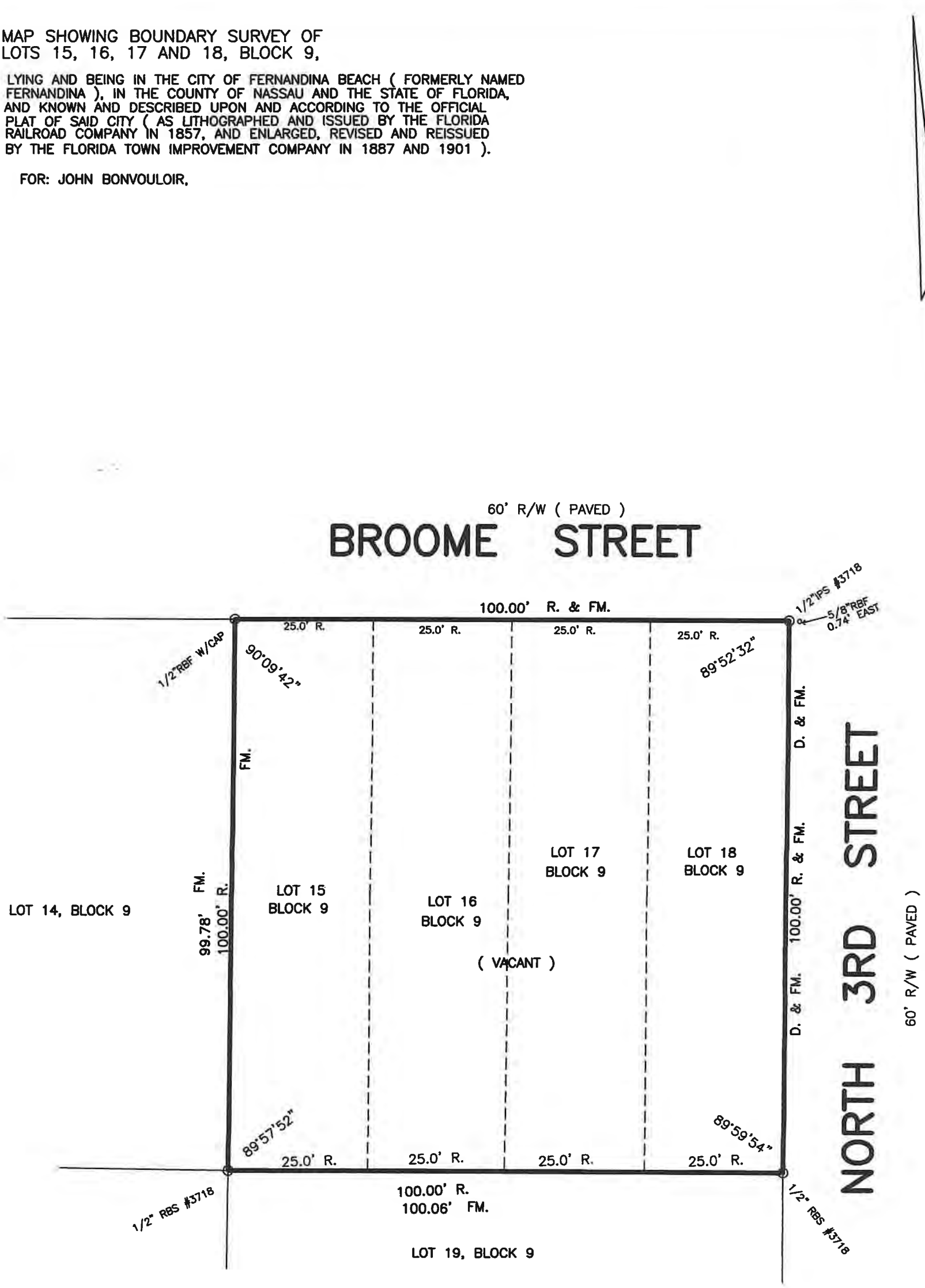
ACROSS BROOME ST

ACROSS BROOME ST.

MAP SHOWING BOUNDARY SURVEY OF
LOTS 15, 16, 17 AND 18, BLOCK 9,

LYING AND BEING IN THE CITY OF FERNANDINA BEACH (FORMERLY NAMED FERNANDINA), IN THE COUNTY OF NASSAU AND THE STATE OF FLORIDA, AND KNOWN AND DESCRIBED UPON AND ACCORDING TO THE OFFICIAL PLAT OF SAID CITY (AS LITHOGRAPHED AND ISSUED BY THE FLORIDA RAILROAD COMPANY IN 1857, AND ENLARGED, REVISED AND REISSUED BY THE FLORIDA TOWN IMPROVEMENT COMPANY IN 1887 AND 1901).

FOR: JOHN BONVOULOIR,



COASTAL LAND SURVEYORS

& MAPPERS, INC.
34 NORTH FOURTEENTH STREET
FERNANDINA BEACH, FLORIDA 32032
TEL. 904-261-8950 FAX 904-277-6650

I HEREBY CERTIFY THE INFORMATION DEPICTED HEREON AS MEETING THE MINIMUM TECHNICAL STANDARDS FOR LAND SURVEYING, CHAPTER 5J-17.050, FLORIDA ADMIN. CODE, AND/OR CHAPTER 180-7, GEORGIA STATUTES.

LICENSED BUSINESS NO. 6412

9-19-19

JAMES C. PEACOCK, PROFESSIONAL SURVEYOR AND MAPPER
FLORIDA CERTIFICATE NO. 3718
GEORGIA CERTIFICATE NO. 2365
NOT VALID UNLESS EMBOSSED WITH SURVEYORS OFFICIAL SEAL

BEARINGS BASED ON N/A

PROPERTY SHOWN HEREON LIES WITHIN FLOOD ZONE X AS SHOWN ON FEMA FLOOD INSURANCE RATE MAP, COMMUNITY NO. 120172 PANEL NO. 0237G DATED 8/2/17.

DATE OF SURVEY: AUGUST 12, 2019
SCALE 1"=20'
JOB NO. 1908-05C F.B. 352

CORNER MARKERS HAVE NO IDENTIFICATION U.N.O.

LEGEND:

IRON PIPE FOUND - IPF	POWER LINE ---P---
IRON PIPE SET - IPS	PLAT - P.
RE/BAR FOUND - RBF	FIELD MEASURED - FM.
NOT TO SCALE - NTS	RECORD - R. DEED - D.
BUILDING RESTRICTION LINE - BRL	POWER POLE ~ O
CONCRETE MONUMENT FOUND - CMF	CONCRETE - CONC.
STAINLESS STEEL PIPE FOUND - SSPF	FENCE ----X----
RIGHT-OF-WAY - R/W	RIGHT-OF-WAY - R/W
POINT OF CURVE - PC	POINT OF TANGENCY - PT
CENTERLINE - ℄	OFFICIAL RECORDS BOOK - O.R.B.
	POINT OF REVERSE CURVE - PRC

CITY OF FERNANDINA BEACH **Samantha Rogic**
Department of Planning & Conservation Planning Technician

11/12/19

Thomas Sintes
C/O John Bonvouloir
806 Amelia Drive
Fernandina Beach, FL 32034

RE: Block 9, North ½ of Lots 15 to 18 (00-00-30-0600-0001-0100)

Mr. Bonvouloir,

Your application for a context sensitive review determination (File# ADMIN 2019-18) has been approved as of November 12, 2019.

A copy of the staff report has been enclosed with this letter.

If you have any further questions, please contact the City of Fernandina Beach Department of Planning & Conservation at 904-310-3480.

Sincerely,

Samantha Rogic
Planning Technician

Attachment

CC: File

CITY OF FERNANDINA BEACH **Samantha Rogic**
Department of Planning & Conservation Planning Technician

APPLICATION FOR CONTEXT SENSITIVE REVIEW DETERMINATION

Applicant/Owner:	John Bonvouloir, agent for Thomas Sintes
Requested Action:	Context Sensitive Review Determination
Location:	Block 9, North ½ of Lots 15 to 18 (50' x 100')
Land Use + Zoning:	Medium Density Residential, R-2
Existing Uses on Site:	Vacant

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

BACKGROUND INFORMATION:

The subject parcel was recently configured by way of the minor subdivision process (ADMIN2019-17). Parcel ID 00-00-31-1800-0009-0150 originally consisted of four underlying lots of record (Block 9, Lots 15 to 18) which were subdivided into two 50' x 100' lots of record and reoriented to front N 3rd Street.

The applicant has requested a context sensitive review determination for the North ½ of Lots 15 to 18, Block 9 in accordance with Section 4.02.03(F) of the Land Development Code.

The applicant has provided measurements as validated by a licensed land surveyor for the other properties on the block face (meeting the 50% requirement as per 4.02.03(F)(1)(a). The setbacks for the properties on the block face are:

- 109 N 3rd Street – 6.9'
- 111 N 3rd Street – 11.3'
- 113 N 3rd Street – 25.9'
- 117 N 3rd Street – 11'
- 121 N 3rd Street – 13'

The resulting average front yard setback, based on this information, is 68.1/5 = **13.62'**

CONSISTENCY WITH THE COMPREHENSIVE PLAN:

The following Comprehensive Plan policies are applicable:

Policy 1.02.10 – The City shall protect privacy and access to light, air, and open space. The City shall consider regulations such as building placement on a site, building design, and building orientation as one means to achieve this policy.

Policy 1.06.07 – The City shall review its existing suburban design standards and establish urban design standards or overlays in select areas of the city, as appropriate, in order to better reflect the particular character of an identified neighborhood. Changes to the suburban design standards may include changes in setback requirements.

CITY OF FERNANDINA BEACH **Samantha Rogic**
Department of Planning & Conservation Planning Technician

CONSISTENCY WITH THE LAND DEVELOPMENT CODE:

The applicant has demonstrated that the proposed front yard setback is consistent with the requirements as outlined in LDC 4.02.03(F).

Section 4.02.03(F) states:

4.02.03(F) Context Sensitive Setback Determination

1. Authority and Limitation

The City Manager is authorized to alter setback standards in Table 4.02.03(E) of this LDC based on context sensitive review of setbacks in the vicinity of the subject property. Accessory structure setbacks are not eligible for context sensitive setback determinations. The authority to alter setback standards is limited to the following:

a. If at least half of the lots on the same block face are occupied by principal structures and at least 50% of those principal structures do not comply with minimum front yard setbacks, property owners may elect to apply for a context sensitive front yard setback determination.

i. The front setback of other principal structures on the block face must be measured from the property line to the closest vertical element of the roofed portion of the principal structure, such as porch supports or the building face. Block Face shall be defined as one (1) side of a street between two (2) intersecting streets. The orientation of structures on corner lots determines the applicable block face.

ii. On properties seeking a context sensitive setback determination, principal structures must be set back from the front property line a distance equal to the average front setback depth of all principal structures on the same block face, using measurements obtained in 4.02.03(F)(1)(a)(i).

iii. Buildings that front on a different street than the subject lot or that are separated from the subject lot by a street or alley may not be used in computing the average.

iv. In using a context sensitive setback determination, front-loaded garages must be setback at least twenty-five (25) feet in all cases.

2. Procedure

a. An application and applicable fees for a context sensitive setback determination shall meet the requirements set forth in Section 11.01.03, and City policies, as amended from time to time.

b. Measurements accompanying an application must be validated by a licensed land surveyor.

c. The City Manager shall evaluate the application for a context sensitive setback determination for compliance with the requirements set forth in Section 4.02.03(F)(1) above.

d. Upon approval, the City Manager shall provide a notice of intent to approve, to be posted on the subject property for a period of ten (10) days. Any appeals of this intent to approve shall follow the process provided in Section 11.07.00.

e. Following the notice period, the City Manager issue a written order stating the approved setbacks for the subject property. A copy of such order shall be submitted with any building permit application for the property.

CONCLUSION:

The requested context sensitive review is compliant with the City's Land Development Code and Comprehensive Plan. There will not be an impact to the privacy or light, air, or open space of adjacent properties. This change is consistent with the intent of the Comprehensive Plan to modify design standards to better reflect the character of the neighborhood.

Further, the application meets the criteria for a context sensitive review determination as outlined in Section 4.02.03(F). The new front yard setback will be **13.62'**.

RECOMMENDATION:

Staff recommends approval of the **13.62'** front yard setback and will post the property accordingly.

Samantha N. Rogic
Planning Technician

Pd 400-

OFFICE USE ONLY

REC'D: 10/10/19 BY: [illegible]

PAYMENT: $ 400.00 TYPE: Ck# 1723

APPLICATION #: ADMIN 2019-0018

~~CASE #:~~ INV 4650

DATE PROPERTY POSTED: _____

APPROVED DATE: _____

ADMINISTRATIVE REVIEW APPLICATION

☒ CONTEXT SENSITIVE REVIEW ☐ MINOR SUBDIVISION/LLA

APPLICANT INFORMATION

Owner Name: THOMAS SINTES

Mailing Address: 96003 Skipper Lane

Telephone: 904-277-4007 Fax: _____

Email: sintest@bellsouth.net

Agent Name: JOHN BONVOULOIR

Mailing Address: 806 AMELIA DRIVE, F.B., FL 32034

Telephone: 904-556-4700 Fax: _____

Email: JOHN@CBOFAMELIA.COM

PROPERTY INFORMATION

Street Address: SW CORNER OF N. 3RD ST & BROOME ST

Parcel Identification Number(s): _____

Lot Number: _____ Block Number: _____ Subdivision: _____

Section: _____ Township: _____ Range: _____

PROJECT INFORMATION

Total Number of Lots/Parcels: 2

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

Existing Zoning Classification: R-2

Existing Future Land Use Classification: _____

Previous Planning/Zoning Approvals: _____

Adjacent Property Front Setbacks (if applicable): _____

Description of Request:

REQUEST REDUCTION IN FRONT YARD SETBACK TO MATCH NEIGHBORHOOD HOUSES

SIGNATURE/NOTARY

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

8/17/19
Date

Signature of Applicant

STATE OF FLORIDA
COUNTY OF NASSAU } ss

Subscribed and sworn to before me this 17 day of Aug, 2019.

Notary Public: Signature

Nellie Marie Cumberland
Printed Name

10/15/2019
My Commission Expires

Personally Known _____ OR Produced Identification X ID Produced: FLDL IC

Nellie Marie Cumberland
State of Florida
My Commission Expires 10/15/2019
Commission No. FF 927817

OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION

I /WE THOMAS SINTES
(print name of property owner(s))

hereby authorize: JOHN BONVOULOIR
(print name of agent)

to represent me/us in processing an application for: CONTEXT SENSITIVE REVIEW
(type of application)

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

Thomas J. Sintes
(Signature of owner)

(Signature of owner)

THOMAS J. SINTES
(Print name of owner)

(Print name of owner)

STATE OF FLORIDA }
SS }
COUNTY OF NASSAU }

Subscribed and sworn to before me this 17 day of Aug, 2019.

Notary Public: Signature — Nellie Marie Cumberland — Printed Name — 10/15/2019 — My Commission Expires

Personally Known _____ OR Produced Identification X ID Produced: FLDLC

Nellie Marie Cumberland
State of Florida
My Commission Expires 10/15/2019
Commission No. FF 927817

MAP SHOWING SPECIFIC PURPOSE SURVEY OF HOUSE FRONTAGE ON THE WEST SIDE OF NORTH 3RD STREET, BLOCK 9, THE CITY OF FERNANDINA BEACH, FLORIDA.

FOR: JOHN BONVOULOIR,

NORTH

ALACHUA STREET

BROOME STREET

60' R/W (PAVED)

ARTE PIZZA
NO. 109

NO. 111
FRAME
RESIDENCE

NO. 113
FRAME
RESIDENCE
PORCH

FRAME
RESIDENCE
NO. 117
PORCH

FRAME RESIDENCE
NO. 121
PORCH

(VACANT)

SUBJECT
PROPERTY
(VACANT)

6.9'
6.9'
11.3'
11.3'
33.3'
25.9'
11'
11'
31'
13'
13'
50.00'

RIGHT-OF-WAY LINE
1/2"RBF
3/8" RBF
RIGHT-OF-WAY LINE
1/2"IPS #3718

NORTH 3RD STREET

60' R/W (PAVED)

30 0 30 60 90
GRAPHIC SCALE – FEET

COASTAL LAND SURVEYORS
& MAPPERS, INC.
34 NORTH FOURTEENTH STREET
FERNANDINA BEACH, FLORIDA 32032
TEL. 904-261-8950 FAX 904-277-6650

I HEREBY CERTIFY THE INFORMATION DEPICTED HEREON AS MEETING THE MINIMUM TECHNICAL STANDARDS FOR LAND SURVEYING, CHAPTER 5J-17.050, FLORIDA ADMIN. CODE, AND/OR CHAPTER 180-7, GEORGIA STATUTES.

LICENSED BUSINESS NO. 6412

8-15-19

JAMES C. PEACOCK, PROFESSIONAL SURVEYOR AND MAPPER
FLORIDA CERTIFICATE NO. 3718
GEORGIA CERTIFICATE NO. 2365
NOT VALID UNLESS EMBOSSED WITH SURVEYORS OFFICIAL SEAL

BEARINGS BASED ON N/A

PROPERTY SHOWN HEREON LIES WITHIN FLOOD ZONE N/A AS SHOWN ON FEMA FLOOD INSURANCE RATE MAP, COMMUNITY NO._____ PANEL NO._____ DATED _____.

DATE OF SURVEY: AUGUST 15, 2019
SCALE 1"=30'
JOB NO 1908-05 F.B. 352

CORNER MARKERS HAVE NO IDENTIFICATION U.N.O.

LEGEND:

IRON PIPE FOUND – IPF	POWER LINE ---P---
IRON PIPE SET – IPS	PLAT – P.
RE/BAR FOUND – RBF	FIELD MEASURED – FM.
NOT TO SCALE – NTS	RECORD – R. DEED – D.
BUILDING RESTRICTION LINE – BRL	POWER POLE – O
CONCRETE MONUMENT FOUND – CMF	CONCRETE – CONC.
STAINLESS STEEL PIPE FOUND – SSPF	FENCE ---X---
RIGHT-OF-WAY – R/W	RIGHT-OF-WAY – R/W
POINT OF CURVE – PC	POINT OF REVERSE CURVE – PRC
POINT OF TANGENCY – PT	
CENTERLINE – ℄	OFFICIAL RECORDS BOOK – O.R.B.

DEPARTMENT OF PLANNING & CONSERVATION
NEW RESIDENTIAL CONSTRUCTION PERMIT

INTERNAL REVIEW SHEET

Address: 131 N. 3rd St.	Application #: HDC 2020-02
Reviewer: SJC	Date: 3/10/20

LOT & SITE DESIGN STANDARDS

Zoning District: R-2
Platted (Y or N): Y
Subdivision Name: Fernandina Beach

Home Type: ☑ Single Family Detached ☐ Townhome ☐ Duplex ☐ Triplex ☐ Multi-Family

Lot Dimensions:

Width: 50 ft.	Length: 100 ft.	Lot size = 5,000 ft²

In feet: average if irregular dimensions are present - See 4.02.01.J.

Driveway = 450 sq ft
walkway = 70

House Dimensions:

Width: 30 ft.	Length: 56 ft.	Total = 1680 ft²
Garage 14	30	420
Calculation of all Impervious Surfaces: 2620 ft²		Impervious Surface Ratio: 52 % 60% max

max height = 35 Proposed = ?

Setbacks: (10% lot width)

Required	Front: 25 (13.62 context) ft.		Rear: 20 ft.		Sides: 5' ft.	/	5' ft.
Proposed	Front: 14 ft.		Rear: 30 ft.		Sides: 15' ft.	/	5' ft.

See 4.02.03 (E.) OR Is there any special design approvals as part of a PUD or Plat Note?

SPECIAL CIRCUMSTANCES

Flood Zone: X
BFE: N/A FFE: _____
Elevation Certificate: _____
See Floodplain Management Ordinance and 3.02.06

CCCL: YES or (NO)
If Yes, Permit #: NA-
CUPZ : YES or (NO) *See 3.02.02*
Proposed Fill: _____ yards³
Existing Grade: _____ Proposed Grade: _____
Habitat Protection Area: YES or (NO) *See 3.02.06*
Fencing proposed? NO *See 5.01.10*

Variance? No COA: N/A
Conditions: —
Context Sensitive Review - FY = 13.62'

HDC/CRA? yes COA: 2020-02
Conditions: —
Wetlands? no *See 3.03.03*
Distance from Jurisdictional Wetland Line N/A ft.

Outdoor Lighting on Beachfront: N/A *See 3.06.01*
Driveway ROW cut? 20 Driveway Width: 20 ft.
See 7.01.01 & 7.01.08 On-Site Parking Spaces: 3

TREE PROTECTION, LANDSCAPING, DRAINAGE & EROSION CONTROL

Number of trees and inches (DBH) to be removed are accurately reflected on plans: *See 4.05.14* Total Number: _____ Inches: _____

Verify building plans reflect any tree replacement: *See 4.05.14(D).* Replacement: _____ Inches: _____

Fee calculation:
$300/first three trees: $300
$85/each tree thereafter: + $85 (_____)
Total Tree Removal Fee: $ _____

Minimum landscaping requirements in 4.05.03(B) & 4.05.05 achieved: Tree Locations: _____

Verify that tree protection details (4.05.14(F)(2)) are included with the building plans. If not, attach to application.

If project is not located in subdivision with an engineered stormwater system, then how will water retention be addressed? *See 3.05.03(G).* _____

Verify that appropriate erosion and soil control measures will be installed on site. (See 3.01.04) If not, attach to application.

* AC closer than 5'
* fence height - painted/stained
* Driveway to be concrete in ROW
* visibility triangle - ✓

HISTORIC DISTRICT COUNCIL STAFF REPORT
HDCV 2020-02
MARCH 19, 2020

Owner/Applicant:	Miranda Architects, agent for St. Michael Catholic Church
Property Address:	505 Broome Street (for property located in the Fernandez Reserve/ Villalonga Park)
Requested action:	Variance from Land Development Code Section 5.01.10 *Fences & Walls*
Current zoning:	R-2
FLUM land use category:	Medium Density Residential
Existing uses on the site:	Playground/ Cemetery
FL Master Site File #	8NA0093
Year Built:	est. 1833
Contributing Status:	Contributing

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

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

"Fernandez Cemetery Reserve Villalonga Park contains a central cemetery established in 1833 with the burial of Domingo Fernandez, the patriarch of the Fernandez family and for whom the Fernandez grants on Amelia Island are named. The cemetery was part of Domingo Fernandez's vast Yellow Bluff Plantation on Amelia Island. Tradition asserts that after Fernandez's death, the fence was established around the gravesite, identifying it as the family burying ground. One source indicates that the main house of the plantation was located farther west between Broome Street, Calhoun Street, 3'd Street, and 4th Street, placing the cemetery to the rear of the main house. Subsequent burials included Mary Fernandez (1846), Jane Villalonga (1879), John L. Villalonga (1880), George

Stewart (1889), Elizabeth Stewart (1892), and Leonilla Villalonga (1915). Mary Fernandez's will bequeathed most of her property to her sons-in-law, George Stewart and John Villalonga, for the expressed benefit of her daughters, Elizabeth and Jane. In the 1850s, when the Villalonga and Stewarts sold the family's Yellow Bluff Plantation properties to agents of the Florida Railroad Company, the heirs set aside" ... reserving at all times from & out of the estate so conveyed & assigned one acre of land situate upon the said Yell ow Bluff tract of land and known as the family burying ground, in the apportionment and measurement of which said acre of land the centre thereof shall be the centre of the enclosure now used for said burial purposes." In effect, the 1850s conveyance set aside the property within the estate of Mary Fernandez for the interment of direct descendants of the Fernandez, Stewart, and Villalonga families. In the subdivision of the Town of Fernandina, the cemetery was marked as a reserve. Surveyors located the cemetery reserve in the center of block 21 of the town plan with lots 2 through 5 at the north end and lots 1 and 6 at the south end of the block, respectively, available for sale and development. Over time, the cemetery assumed a larger popular image as a park and the Villalonga name eventually became attached to the site.

By 1915, the cemetery contained fourteen burials with the final burial of Leonilla Villalonga made that year. Before her death in 1915, Villalonga established a $15,000 trust with Bishop Michael Curley of the St. Augustine Diocese of Florida for the upkeep of the Fernandez Reserve. Near the end of her life, Villalonga resided in an apartment in the neighboring St. Joseph's Convent and it is believed that during her residency the name Villalonga Park was applied to the site. The Sisters of St. Joseph maintained the site until the convent closed, after which upkeep was transferred to St. Michael's Catholic Church. In 1930, when faced with assessments for street paving along 3rd Street and 4th Street from the City of Fernandina, the Sisters turned to Bishop Patrick Barry for advice. He wrote to the Sisters that "Nearly everybody misunderstands the Villalonga Park business. It is not only a private park but also a private burying ground. A trust fund for the upkeep of the place was given to Bp. Curley. The Sisters have been superintending the upkeep receiving semiannually funds for that purpose. There never was placed in his hands any funds for paving streets. The property belongs to the estate, not to the Sisters, nor the Church, nor the Bishop." The cemetery and larger park surrounding it is part of a rich history of Fernandina Beach and represent the oldest historic resource in Fernandina Beach (Fernandina Beach News Leader, 19 October 2001; Jaccard 2000:144-145; Johannes 2000:71).

The cemetery measures approximately forty feet square and is protected by a decorative wrought iron fence and concrete stem wall. The cemetery is set within a reserve measuring 220 feet by
200 feet. The site is bounded on the east by North 4th Street, on the west by North 5th Street, historic St. Michael's Catholic Church to the south, and the historic St. Joseph School and
Convent to the north." – FL Master Site File 8NA00093

Bibliography

Amelia Island Museum of History (AIMH). Vertical File. Fernandez Reserve Villalonga Park.
Fernandina Beach News Leader, 19 October 2001.
Jaccard, Deon. 2000 The Historic Splendor of Amelia Island. Fernandina Beach: Lexington Ventures, Inc.
Johannes, Jan. Sr.
2000 Yesterday's Reflections II, Nassau County, Florida: A Pictorial History. Fernandina Beach: Lexington Ventures, Inc.

The applicant is requesting a variance from this section of the land development code to allow for a northern portion of the property to be fenced with a 6-foot fence. A variance is required from LDC Section 5.01.10 which allows for 6-foot fencing in rear and side yards and a maximum of 4-feet in front yards. This would require a maximum of 4-foot fencing on these portions of fence.

APPLICABLE GUIDELINES:

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE
CITY OF FERNANDINA BEACH COMPREHENSIVE PLAN

ANALYSIS:

Criteria	Applicant Response	Staff Analysis	Meets Criteria
1. Special Conditions Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district. Special conditions or circumstances do not result from actions of the applicant and are not based on a desire to reduce development costs	*"Special conditions exist for this project as site is located in Downtown Historic District. St Michael Academy is the only school located in the Downtown Historic District. Variance request is to increase the allowable front yard fence height from 4-feet to 6-feet. Existing historic St Michael Academy building is situated on the site in violation of current front yard setback requirements per City's Land Development Code.."*	Staff agrees that the unique siting and age fo the Academy creates a special condition on this site.	YES
2. Special Privilege Granting the variance does not confer upon the applicant a special privilege that is denied by the Land Development Code to other lands, structures, or buildings in the same zoning district	*"Approval of variance request DOES NOT convey a special privilege to the applicant. St Michael Academy is the only school located in the Downtown Historic District, Zoned R-2 (residential), and historic building located in conflict with LDC-required setbacks.."*	Granting the variance does constitute a special privilege that is denied by the LDC to other properties located in the Downtown Historic District, which are limited to 4' fences in front yards.	NO
3. Literal Interpretation Literal interpretation of the provisions of the Land Development Code would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district.	*"Literal interpretation of LDC provisions would not deprive St Michael Academy of rights, but the LDC limit of 4-feet for a front yard fence height does not provide sufficient security for the school playground and campus."*	Literal interpretation of the fencing height requirement would not deprive the applicant of rights commonly enjoyed by other properties in the same zoning district, however due to the unique nature of this site, the 4' fence would not serve the function needed.	NO

4. Minimum Variance The variance requested is the minimum variance needed that will make possible the reasonable use of the land, structure, or building.	*"The variance requested is the minimum required to provide a secure playrgorund for the St Michael Academy."*	Given the fact that this site is a school playground, the variance requested is the minimum required to secure the site appropriately for its use.	YES
5. General Harmony Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and Comprehensive Plan.	*"Granting the variance request will be in harmony with the intent and purpose of the LDC and Comp Plan by providing a secure environment of students and teachers at the St Michael Academy. Fence design and style is compatible with style of building as recommended in the Downtown Historic District Design Guidelines."*	The proposed fencing design is in harmony with the general intent and purpose of the Land Development Code and Comprehensive Plan in that it meets the goals of maintaining openness from the street.	YES
6. Public Interest Granting the variance is compatible with surrounding properties, will not cause injury to the area involved, or otherwise be detrimental to the public health, safety, welfare or environment.	*"Granting the variance is compatible with the surrounding properties and will not cause injury to area involved or otherwise be detrimental to the public health, safety and welfare or environment."*	Staff finds that the request would not cause injury to public health, safety, or welfare, and would not cause injury to the area involved.	YES

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

In acting on variance requests in the Historic District Overlays or the Community Redevelopment Area Overlay, the Historic District Council (HDC) may take into account the following criteria in addition to the criteria above.

APPENDIX A CRITERIA

1. PUBLIC INTEREST:

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

"Granting the variance is NOT contrary to the public interest, safety and welfare. Creating a safe environment for students and teachers at the St Michael Academy is indeed in the public interest."

2. SPECIAL CONDITIONS:

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

"Special conditions exist for this project as site is located in Downtown Historic District. St Michael Academy is the only school located in the Downtown Historic District. Variance request is to increase the allowable front yard fence height from 4-feet to 6-feet. Existing historic St Michael Academy building is situated on the site in violation of current front yard setback requirements per City's Land Development Code."

3. LITERAL INTERPRETATION:

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

"Literal interpretation of LDC provisions would not alter the historic character of the site."

4. MINIMUM VARIANCE:

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

"The variance requested is the minimum required to provide an adequate, secure playground for the St Michael Academy."

5. ALTERATION:

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

"Not Applicable"

6. NEW CONSTRUCTION:

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

"Not Applicable"

STAFF RECOMMENDATION:

Staff finds that the requested action, as presented, does not meet all 6 criteria, and as such, must recommend denial.

Staff recommends: DENIAL of HDCV 2020-02

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number HDCV 2020-02 **with or without** conditions;

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

That HDC case HDCV 2020-02, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Old Town Fernandina Preservation and Development Guidelines to warrant approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDCV 2020-02 Application and Backup Materials

Respectfully Submitted,

Salvatore J. Cumella
Historic Preservation Planner

HDCV2020-00 02

REC'D: 2/18/2020 BY: SM

INVOICE #: 6678

PAYMENT: _____ TYPE: _____

APPLICATION COMPLETE: Y___ N___

PRE-CONFRENCE: Y___ N___ DATE _____

BOARD MEETING DATE: _____

PLANNER: _____ DATE: _____

___ APPROVED ___ DENIED

APPLICATION FOR VARIANCE FROM THE LDC

APPLICANT INFORMATION

Owner Name: St. Michael Catholic Church / Diocese of St. Augustine

Mailing Address: 505 Broome Street, FB, FL 32034

Telephone: 261-3472 Fax: 321-1901

Email: _____

Agent Name: Jose Miranda / Miranda Architects

Mailing Address: 309 1/2 Centre Street, Suite 206, FB, FL 32034

Telephone: 261-4586 Fax: _____

Email: jmiranda@mirandaarchitects.com

PROPERTY INFORMATION

Street Address: North 4th Street

Parcel Identification Number(s): 00-00-31-1800-0021-0020 & 00-00-31-1800-0021-0000

Lot Number: 21 Block Number: 2,3,4,5, Southerly portion of 2-5 and Northerly portion of Lots 1,6

PROJECT INFORMATION

Variance(s) requested from LDC Section(s): 5.01.10 Fences & Walls

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

Variance request to increase front yard fence height from 4-ft to 6-ft.

In order for an application for a variance to be approved or approved with conditions, the BOA or the HDC must make a positive finding with regard to each of the provisions below. The applicant has the burden of proof of demonstrating that the application for a variance complies with each of the requirements. Please explain in detail how your case meets the following requirements:

1. Special Conditions: Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district. Special conditions or circumstances do not result from actions of the applicant and are not based on a desire to reduce development costs.

see attached

2. Special Privilege: Granting the variance does not confer upon the applicant a special privilege that is denied by the Land Development Code to other lands, structures, or buildings in the same zoning district.

N

3. Literal Interpretation: Literal interpretation of the provisions of the Land Development Code would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district.

N

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

N

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

N

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

ll

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

SIGNATURE/NOTARY

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

2/13/20
Date

Signature of Applicant

STATE OF FLORIDA
COUNTY OF NASSAU ss

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization, this 13th day of FEBRUARY, 2020, by JOSE MIRANDA.

Notary Public

LEAH HALL
Printed Name

02.20.2020
My Commission Expires

Personally Known X OR Produced Identification _____ ID Produced: _____

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

OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION

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

hereby authorize: Jose Miranda / Miranda Architects
(print name of agent)

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

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

Fr. Jose Kallukalam
(Signature of owner)

(Signature of owner)

Fr. JOSE KALLUKALAM
(Print name of owner)

(Print name of owner)

JEANNE DEAN
Notary Public - State of Florida
Commission # GG 143562
My Comm. Expires Sep 17, 2021
Bonded through National Notary Assn.

STATE OF FLORIDA
COUNTY OF NASSAU
ss

Sworn to (or affirmed) and subscribed before me by means of ☑ physical presence or ☐ online notarization, this 12 day of February, 2020, by _____.

Jeanne Dean
Notary Public

JEANNE DEAN
Printed Name

9/17/2021
My Commission Expires

Personally Known ✓ OR Produced Identification _____ ID Produced: _____

VARIANCE APPLICATION TO HDC

ST MICHAEL ACADEMY PLAYGROUND FENCE, FERNANDINA BEACH, FL

February 14, 2020

PROPERTY INFORMATION

Property	Address	Parcel ID
Fernandez Reserve (park)	N. 4th St.	00-00-31-1800-0021-0000
Academy (school)	228 N. 4th St.	00-00-31-1800-0021-0020

Lot and Block

Block 21, Lots 2, 3, 4, 5, southerly portion of Lots 2 – 5, northeryly portion of Lots 1 and 6

PROJECT INFORMATION

Variance requested from LDC Section: 5.01.10 Fences and Walls, Front Yard Fence Height for R-2 Zoning.

Brief Description of work proposed:

St Michael Academy is requesting a variance to install a 6-foot tall fence to enclose the Academy's playground area. Variance to increase allowable front yard fence height from 4-feet to 6-feet.

GENERAL VARIANCE CRITERIA

1. SPECIAL CONDITIONS:

Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district. Special conditions or circumstances do not result from actions of the applicant and are not based on a desire to reduce development costs.

Special conditions exist for this project as site is located in Downtown Historic District. St Michael Academy is the only school located in the Downtown Historic District. Variance request is to increase the allowable front yard fence height from 4-feet to 6-feet. Existing historic St Michael Academy building is situated on the site in violation of current front yard setback requirements per City's Land Development Code.

2. SPECIAL PRIVILEGE:

Granting the variance does not confer upon the applicant a special privilege that is denied by the Land Development Code to other lands, structures, or buildings in the same zoning district.

Approval of variance request DOES NOT convey a special privilege to the applicant. St Michael Academy is the only school located in the Downtown Historic District, Zoned R-2 (residential), and historic building located in conflict with LDC-required setbacks.

3. LITERAL INTERPRETATION:

Literal interpretation of the provisions of the Land Development Code would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district.

Literal interpretation of LDC provisions would not deprive St Michael Academy of rights, but the LDC limit of 4-feet for a front yard fence height does not provide sufficient security for the school playground and campus.

4. MINIMUM VARIANCE:

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

The variance requested is the minimum required to provide a secure playrgorund for the St Michael Academy.

5. GENERAL HARMONY:

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

Granting the variance request will be in harmony with the intent and purpose of the LDC and Comp Plan by providing a secure environment of students and teachers at the St Michael Academy. Fence design and style is compatible with style of building as recommended in the Downtown Historic District Design Guidelines.

6. PUBLIC INTEREST:

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

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

APPENDIX A CRITERIA

TAB A

1. PUBLIC INTEREST:

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

Granting the variance is NOT contrary to the public interest, safety and welfare. Creating a safe environment for students and teachers at the St Michael Academy is indeed in the public interest.

2. SPECIAL CONDITIONS:

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

Special conditions exist for this project as site is located in Downtown Historic District. St Michael Academy is the only school located in the Downtown Historic District. Variance request is to increase the allowable front yard fence height from 4-feet to 6-feet. Existing historic St Michael Academy building is situated on the site in violation of current front yard setback requirements per City's Land Development Code.

3. LITERAL INTERPRETATION:

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

Literal interpretation of LDC provisions would not alter the historic character of the site.

4. MINIMUM VARIANCE:

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

The variance requested is the minimum required to provide an adequate, secure playrground for the St Michael Academy.

5. ALTERATION:

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

Not Applicable

6. NEW CONSTRUCTION:

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

Not Applicable

LIST OF ATTACHMENTS

1. Jerith Fence cut sheet, Style #111, Black Finish.

2. St. Michael Academy – Fence Location Site Plan Sheet A1 dated February 14, 2020

A. Michael Hickox, CFA
Cert. Res. RD1941

NASSAU COUNTY
PROPERTY APPRAISER

PROPERTY INFORMATION

Parcel Number 00-00-31-1800-0021-0020

Owner Name	DIOCESE OF ST AUGUSTINE
Mailing Address	C/O CATHOLIC CENTER
	11625 OLD ST AUGUSTINE RD
	JACKSONVILLE, FL 32258
Location Address	228 4TH ST N
	FERNANDINA BEACH 32034
Tax District	FERNANDINA BEACH
Milage	20.3245
Homestead	Yes
Property Usage	PRIVATE SC 007200
Deed Acres	0
Short Legal	BLOCK 21 LOTS 2 3 4 5 CITY OF FDNA BEACH

2019 Certified Values

Land Value	$175,000
(+) Improved Value	$6,819,135
(=) Market Value	**$6,994,135**
(-) Agricultrual Classification	$0
(-) SOH or Non-Hx* Capped Savings	$
(=) Assessed Value	**$2,494,440**
(-) Homestead	$0
(-) Additional Exemptions	$0
(=) School Taxable Value	$0
(-) Non-School HX & Other Exempt Value	$0
(=) County Taxable Value	**$0**

Note - *10% Cap does not apply to School Taxable Value

PARCEL MAP

2019 AERIAL MAP

PROPERTY PHOTO

If this picture is incorrect, please email info@nassauflpa.com

LOCATION MAP

BUILDING INFORMATION

Type	Total Area	Heated Area	Bedrooms	Baths	Primary Exterior	Secondary Exterior	Heating	Cooling	Actual Year Built
SCHOOL	24126	19232	0	0	COMMON BRK		AIR DUCTED	FORCED AIR	1882
CHURCH	1371	1371	0	0	COMMON BRK		AIR DUCTED	FORCED AIR	1882

MISCELLANEOUS INFORMATION

Description	Dimensions L X W	Units	Year Built
CONC 12"	6 X 12	72	1950
CONC 12"	0 X 0	81	1950
FIRE SPRNK	0 X 0	13522	2000

A. Michael Hickox, CFA
Cert. Res. RD1941

NASSAU COUNTY
PROPERTY APPRAISER

PROPERTY INFORMATION

Parcel Number 00-00-31-1800-0021-0000

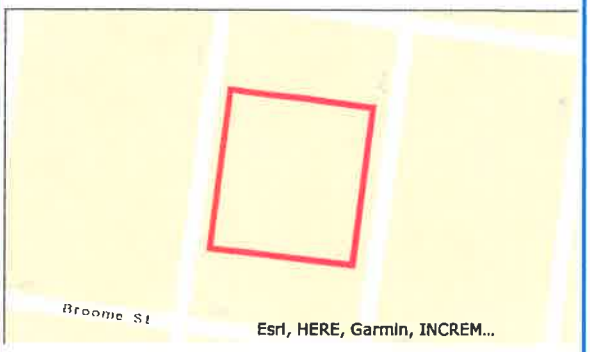
Owner Name	FERNANDEZ CEMETERY RESERVE
Mailing Address	C/O BISHOP OF ST AUGUSTINE
	TRUSTEE OF LD VILLALONGA TRUST
	11625 OLD ST AUGUSTINE RD
	JACKSONVILLE, FL 32258
Location Address	N 4TH ST
	FERNANDINA BEACH 32034
Tax District	FERNANDINA BEACH
Milage	20.3245
Homestead	Yes
Property Usage	MORTUARY/C 007600
Deed Acres	0
Short Legal	PORTION OF BLOCK 21 S'LY & ADJACENT TO LOTS 2-5 & 30' N'LY
	TO LOTS 1 & 6

2019 Certified Values

Land Value	$328,790
(+) Improved Value	$29,592
(=) Market Value	**$358,382**
(-) Agricultrual Classification	$0
(-) SOH or Non-Hx* Capped Savings	$
(=) Assessed Value	**$358,382**
(-) Homestead	$0
(-) Additional Exemptions	$0
(=) School Taxable Value	$0
(-) Non-School HX & Other Exempt Value	$0
(=) County Taxable Value	**$0**

Note - *10% Cap does not apply to School Taxable Value

PARCEL MAP



2019 AERIAL MAP

PROPERTY PHOTO

If this picture is incorrect, please email info@nassauflpa.com

LOCATION MAP

BUILDING INFORMATION

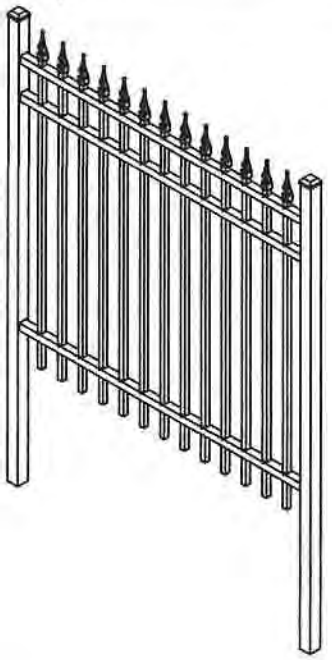
Type	Total Area	Heated Area	Bedrooms	Baths	Primary Exterior	Secondary Exterior	Heating	Cooling	Actual Year Built

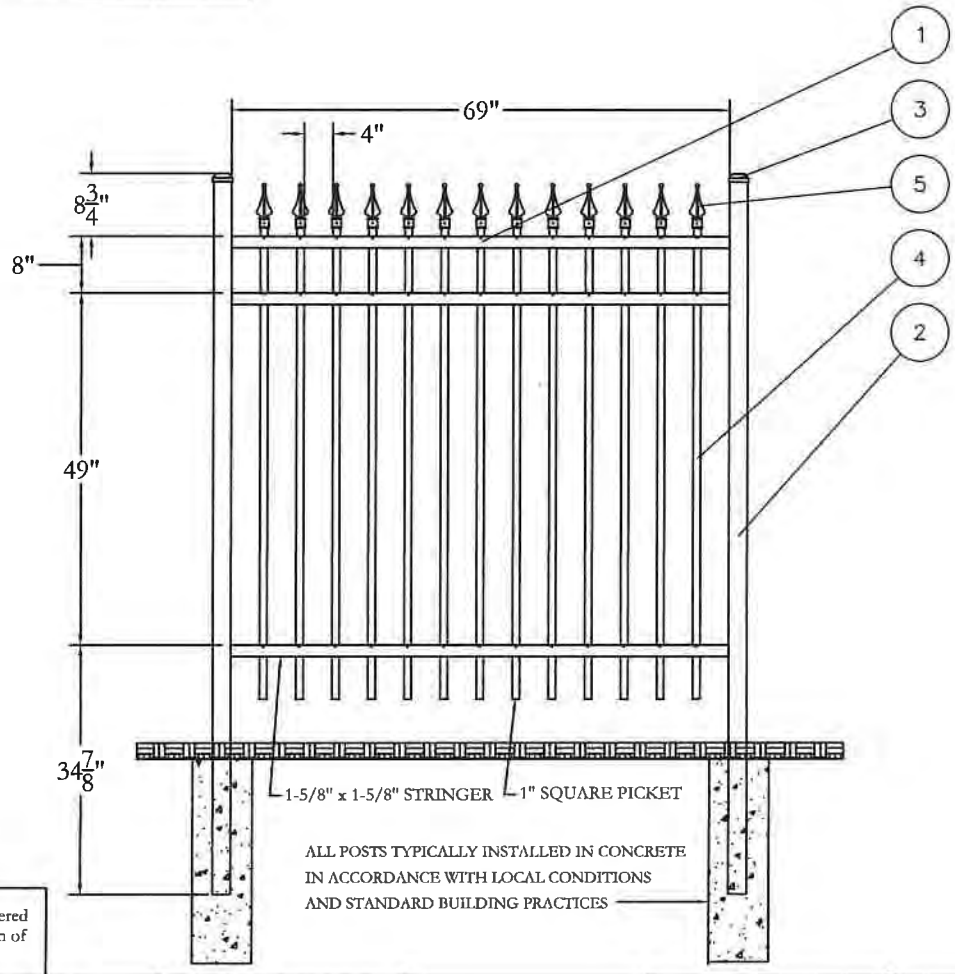
MISCELLANEOUS INFORMATION

Description	Dimensions L X W	Units	Year Built
GAZEBO	0 X 0	1	2000
GAZEBO	0 X 0	3428	2000
IRON FENCE	124 X 4	496	1960
PEBBLE WLK	14 X 12	168	2000
CONCRETE A	45 X 4	180	2000

FENCE PARTS		
Name	Qty	Item
70–1/2" – 13 HOLE IND. STRINGER	3	1
2–1/2" POST	2	2
2–1/2" ALUMINUM POST CAP	2	3
111–72 PICKET	13	4
IMPERIAL FINIAL	13	5

–	NC	INITIAL RELEASE	





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Jerith® Manufacturing Co., Inc.
Philadelphia, PA 19154
(800)344–2242

DRAWING:

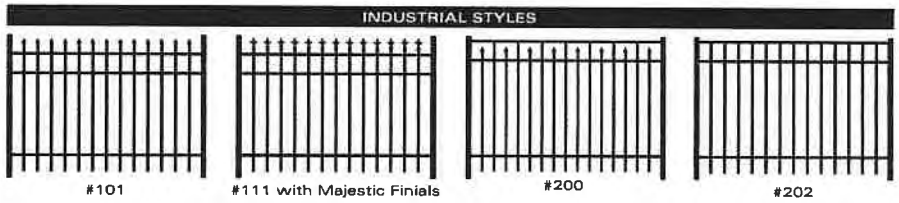
INDUSTRIAL FENCE STYLE #111 - 72" HEIGHT

SIZE	DWG NO.	REV
D	IN72U111SN	NC
SCALE	DATE: 1-1-05	SHEET: 1 OF 1

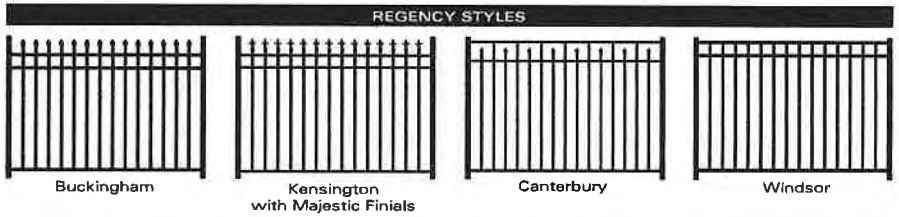
Installation is Easy!

Jerith Aluminum Fences are installed by setting a post in concrete and sliding the horizontal rails of a section into pre-punched holes in the post. A second post is then set at the other end of this section. A second section slides into the second post, and so on. This method of attachment is more secure than other means of mechanically fastening the section to the post using brackets or clamps. The fence sections are shipped fully assembled from our factory in 6 foot nominal lengths for easy installation. Smaller sections are simply cut to size on the job site.

Because these fences are screwed together, they can easily rake to follow the contour of the ground. A standard fence section will drop one foot over its six foot length. If a greater slope is involved, sections can be specially fabricated to traverse a 45 degree angle.



NOTE: Industrial sections over 6' tall will have four horizontal rails instead of the three rails shown above.



Dimensions and Specifications

Component Sizes	Regency	Industrial Strength
Pickets	3/4" sq. x .050" thick	1" sq. x .062" thick
Rails: Top Wall	1" x .055" thick	1 5/8" x .070" thick
Side Walls	1 1/2" x .082" thick	1 5/8" x .100" thick
Standard Posts	2" sq. x .060" thick	2 1/2" sq. x .075" thick
Optional Posts	2 1/2" sq. x .075" thick	
Gate Posts	2" sq. x .125" thick	4" sq. x .125" thick
	4" sq. x .125" thick	6" sq. x .125" thick
Spacing Between Pickets	3 11/16"	4"
Post Spacing	72 1/2" on center	71 1/2" on center
Standard Colors	Black, White, Green, Bronze	Black, White, Green, Bronze
Standard Heights Available	36", 48", 60", 72" (54" for Windsor only)	36", 48", 60", 72", 84", 96"
Weight Supported per Section of Fence	500+ lbs.	1000+ lbs.
Concentrated Side Load Supported by Fence Rail	200 lbs.	450 lbs.

Jerith
ASSA ABLOY

Aluminum Fences of Distinction™

Jerith Manufacturing LLC
an ASSA ABLOY Group company
14400 McNulty Road, Philadelphia, PA 19154
800 344-2242 • 215 676-4068
Fax 215 676-9756 • www.jerith.com
email: sales@jerith.com
Your local Jerith Dealer is:

Jerith®, America's Fencing Choice™, Aluminum Fences of Distinction™, FencCoat™, and HS-35™ are all trademarks of Jerith Manufacturing LLC
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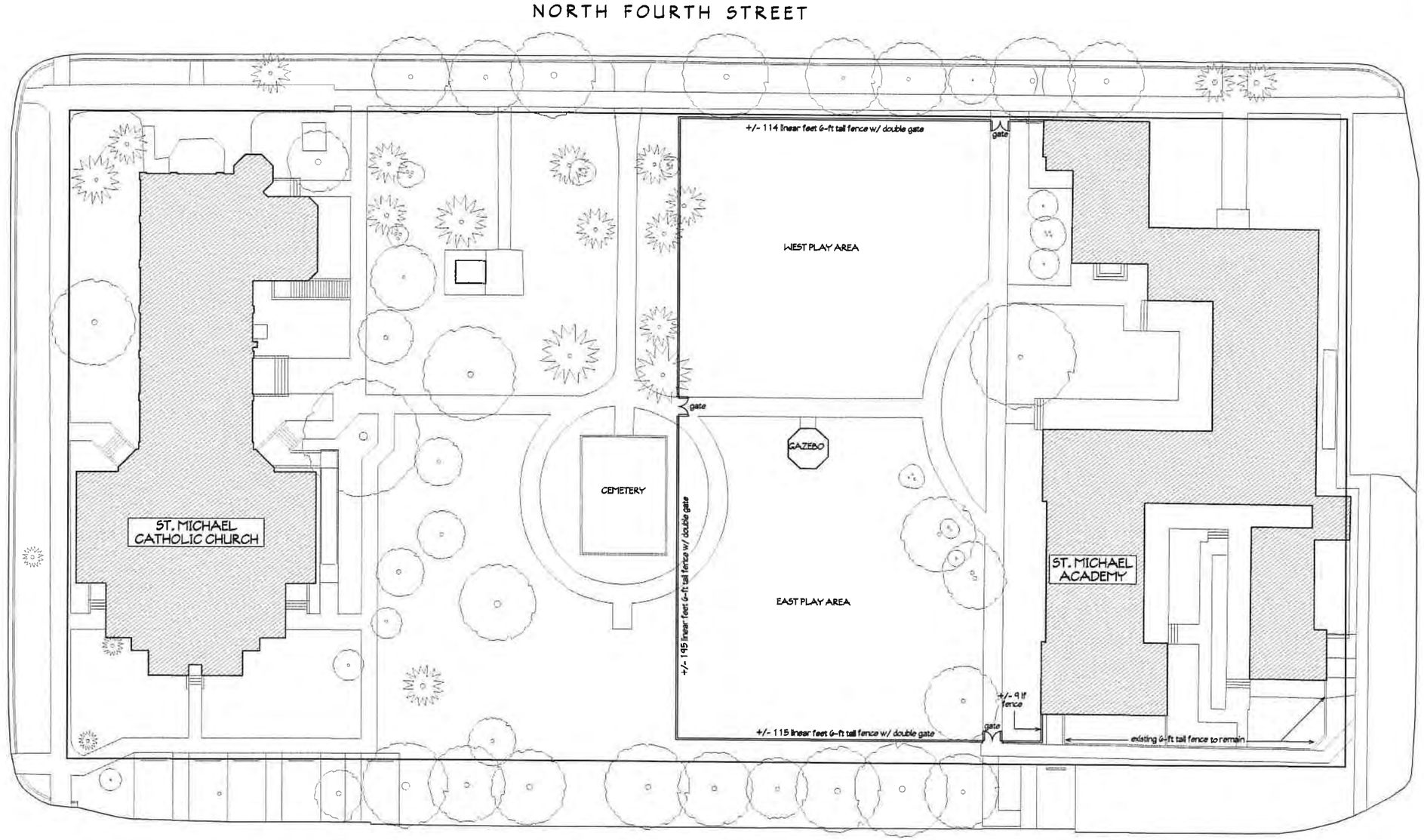
REV0617



ST. MICHAEL ACADEMY -- FENCING SITE PLAN | 1/16"=1'-0"

This drawing and the design ideas it contains are the property of the architect and are not to be changed or copied in any form or manner whatsoever nor are they to be assigned to any third party without first obtaining the written permission and consent of the architect.

SMA FENCE SITE PLAN
PROJECT # 5200102
DRAWN BY -- JLM
CHKD BY -- JLM
DATE -- 02-12-20

Jose L. Miranda, Jr.
FLA. AR # 14887

MIRANDA ARCHITECTS
309 1/2 CENTRE STREET, SUITE 206
FERNANDINA BEACH, FL 32034
904.261.4586 TEL
FL. REG. NO. AA 0003698

FENCING SITE PLAN FOR
ST. MICHAEL ACADEMY
228 NORTH 4TH STREET
FERNANDINA BEACH, FL 32304

SMA FENCING SITE PLAN

REVISIONS	DATE

A1

MAP OF BOUNDARY SURVEY

ALL THAT CERTAIN LOT, PIECE OR PARCEL OF LAND SITUATE, LYING AND BEING IN THE CITY OF FERNANDINA BEACH, (FORMERLY NAMED FERNANDINA), COUNTY OF NASSAU, STATE OF FLORIDA AND BEING FURTHER DESCRIBED ACCORDING TO THE OFFICIAL MAP OR PLAT OF CITY (AS LITHOGRAPHED AND ISSUED BY THE FLORIDA RAILROAD IN 1857 AND ENLARGED, REVISED AND REISSUED BY THE FLORIDA TOWN IMPROVEMENT COMPANY IN 1887 AND 1901) AS: BLOCK 21

PREPARED FOR:
ST. MICHAEL CATHOLIC CHURCH

GRAPHIC SCALE
(IN FEET)
1 inch = 20 ft.

CALHOUN STREET
(60-FOOT RIGHT-OF-WAY)

NORTH FOURTH STREET
(60-FOOT RIGHT-OF-WAY)

NORTH FIFTH STREET
(60-FOOT RIGHT-OF-WAY)

BROOME STREET
(60-FOOT RIGHT-OF-WAY)

2-STORY SCHOOL

LOT 1

LOT 2

LOT 3

LOT 4

LOT 5

LOT 6

ST. MICHAEL CATHOLIC CHURCH

GRAVE SITE MEMORIAL

200.31'

200.78'

400.16'

398.96'

F.F.E.= 20.26' NAVD 1988

F.F.E.= 20.30' NAVD 1988

F.F.E.= 20.21' NAVD 1988

F.F.E.= 20.88' NAVD 1988

SITE BENCHMARK
NAIL & DISK "LB 7039"
IN TOP OF CURB
(ELEVATION 17.31' NAVD 1988)

SANITARY MANHOLE
TOP ELEV = 17.87'
6" CLAY INVERT NORTH=11.84'
10" PVC INVERT SOUTH=11.88'
6" CLAY INVERT EAST=12.37'
6" CLAY INVERT WEST=12.42'

SANITARY MANHOLE
TOP ELEV = 19.43'
10" PVC INVERT NORTH=12.31'
10" PVC INVERT SOUTH=12.18'
6" CLAY INVERT WEST=13.72'

ALACHUA STREET

LEGEND
A/C = AIR CONDITIONER
℄ = CENTERLINE
-x-x-x- = CHAIN LINK FENCE
CONC = CONCRETE FLATWORK
N.A.V.D. = NORTH AMERICAN VERTICAL DATUM
-o-o-o- = WOOD FENCE
WOOD = WOOD FLATWORK
● = WELL
O = 5/8" IRON ROD & CAP (LB 7039) SET

TREE LEGEND
OAK = OAK TREE
PM = PALM TREE
SABO PM = SABO PALM
CDR = CEDAR TREE
P = PINE TREE
PCN = PECAN TREE
HB = HACKBERRY TREE
MAG = MAGNOLIA TREE

TREE DISCLAIMER:
SPECIES OF TREES HAVE BEEN IDENTIFIED TO THE BEST OF OUR KNOWLEDGE AND BELIEF; HOWEVER MANZIE & DRAKE LAND SURVEYING WILL ASSUME NO LIABILITY, EXPRESSED OR IMPLIED, FOR THE CORRECTNESS OF SAID SPECIES IDENTIFICATION.

TREES HAVE BEEN LOCATED AS ACCURATELY AS POSSIBLE UNDER CURRENT CONDITIONS AND HAVE A POSITIONAL TOLERANCE OF APPROXIMATELY 1 TO 3 FEET. CRITICAL TREES SHOULD BE VERIFIED PRIOR TO CONSTRUCTION.

SURVEY NOTES:

1) The "Legal Description" hereon is in accord with the description provided by the client.
2) Underground improvements were not located or shown.
3) Lands shown hereon were not abstracted by this office for easements, rights-of-way ownership or other instruments of record.
4) Monuments not original shown thereon are found on recovered monumentation.
5) "Unless it bears the signature and the original raised seal of a Florida licensed surveyor and mapper, this map/report is for informational purposes only and is not valid.
6) The property shown hereon lies within flood zone "X" as per F.E.M.A. Flood Insurance Rate Map, Panel 12089C 0037 F, Dated 11/01/2013. Flood Zone information taken above and shown on this survey is provided as a courtesy and is approximate at best. All data should be verified by Nassau County Building Department for accuracy. We assume no liability for its accuracy. Flood Zone information is not covered by this certification hereon and is not required to be shown per Chapter 5J-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes.
7) Fence ownership, if applicable, has not been determined by this office.
8) Elevations shown hereon refer to North American Vertical Datum of 1988. (N.A.V.D. '88)
9) The Reference Benchmark is Tidal Station Oak "872 0030 Tidal 34" (Elevation 10.12' NAVD 1988)
10) Site Benchmark as shown hereon.
11) This survey is protected by copyright and is certified only to the entities listed and only for this particular transaction. Any use or reproduction of this survey without the express written permission of the surveyor is prohibited. Use of this survey in any subsequent transactions is expressly prohibited and is not authorized. The surveyor expressly disclaims any certification to any parties in future transactions. No entity other than those listed should rely upon this survey.

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THE INFORMATION SHOWN HEREON MEETS THE MINIMUM TECHNICAL STANDARDS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

MICHAEL A. MANZIE, P.L.S. 4069

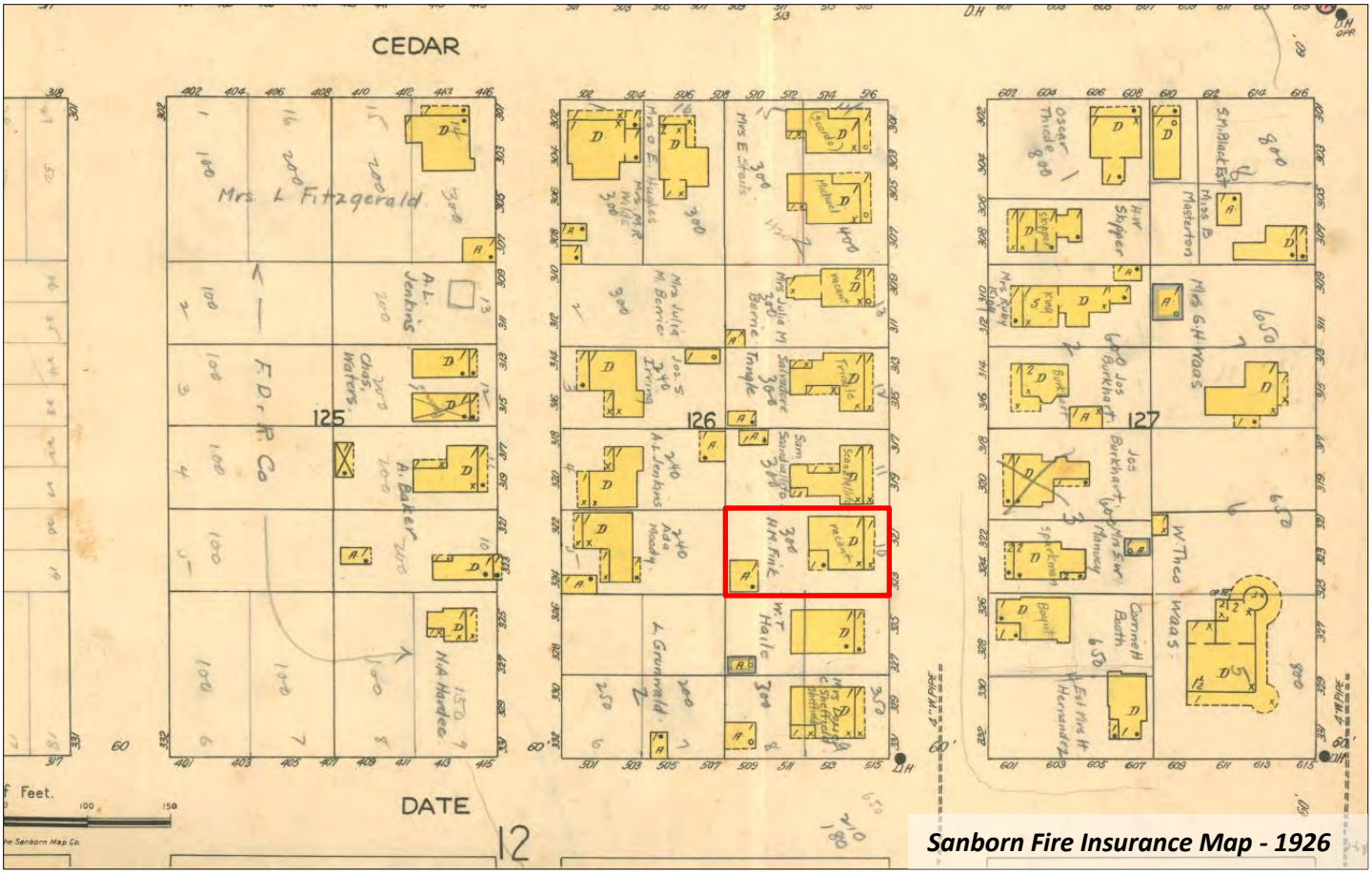
MANZIE & DRAKE LAND SURVEYING
117 South Ninth Street, Fernandina Beach, FL 32034
(904) 491-5700 FAX (904) 491-5777
Certificate of Authorization Number "LB 7039"
"OUR *SIGHTS* ARE ON THE FUTURE,
SET YOUR *SITES* ON US."

SCALE: 1"=20' JOB NO: 18497 DATE: 1/15/13 CADD: WKD
F.B. NO: X-263 PAGE NO: 27 FIELD CREW: GS FILE NO: C-551

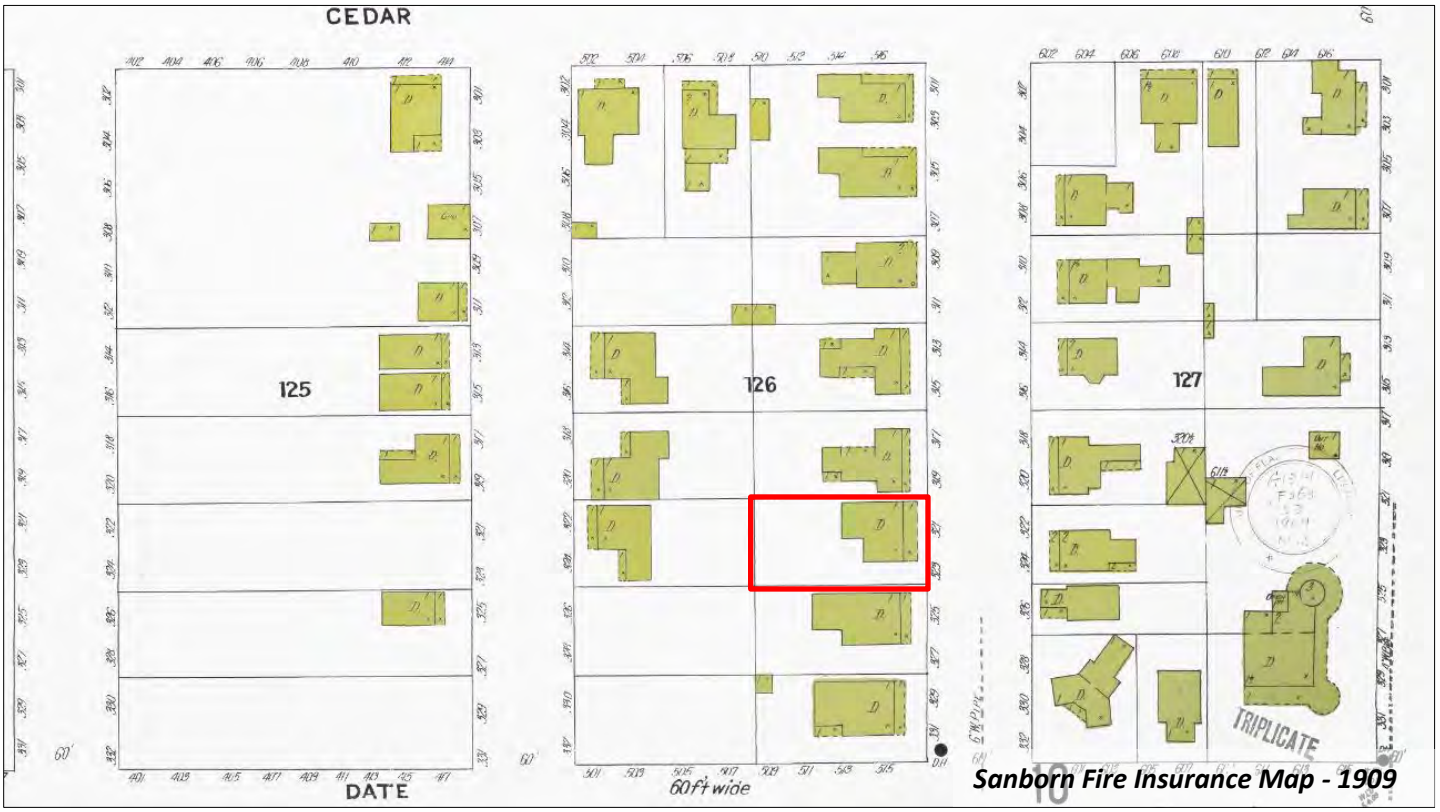
HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2020-03
MARCH 19, 2020

Owner/Applicant:	Melissa Rumsey Young
Property Address:	321 S. 6th Street
Requested action:	Certificate of Approval (COA) to remove second front door and replace with window to match existing in material, dimension, and design.
Current zoning:	R-2
FLUM land use category:	Medium-Density Residential
Existing uses on the site:	Single Family Residential
FL Master Site File #	8NA00407
Year Built:	1900 (NCPA)
Contributing Status:	Contributing

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



Sanborn Fire Insurance Map - 1926



Sanborn Fire Insurance Map - 1909

Sanborn Fire Insurance Map - 1909

Photo from 1985 Survey

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is seeking approval to rehabilitate a contributing duplex structure for use as a single-family residence. Rehabilitation will include window replacement, the restoration of the sleeping porch, new front steps and railings, addition of a wood deck, and construction of a one story accessory building.

APPLICABLE GUIDELINES:

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION
CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE
DOWNTOWN HISTORIC DISTRICT GUIDELINES

ANALYSIS:

Although the second front entrance has been in place since at least 1985, as shown in historic photographs, it is not believed to be original to the home. This is evidenced in the construction and layout of the interior.

The applicant is seeking to replace the second front door with an original window from the rear porch of the home that matches the original front windows. It is unclear from the plans submitted, where the window will come from and what will happen to that area. Applicant will be asked to clarify.

STAFF RECOMMENDATION:

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

Staff recommends:

APPROVAL of HDC 2020-03

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2020-03 **with or without** conditions;

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

That HDC case 2020-03, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Guidelines to warrant approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2020-03 Application and Backup Materials

Respectfully Submitted,

Salvatore J. Cumella
Historic Preservation Planner

INV #6740

OFFICE USE ONLY

HDC ___ 2020-0 003

REC'D: 1/30/2020 BY: C SCANNED: _____

APPLICATION COMPLETE: Y ✓ N _____

PAYMENT: $ _____ INVOICED: _____

PRE-CONFRENCE: Y___ N___ DATE _____

BOARD MEETING DATE: _____

PLANNER: _____ DATE: _____

___ APPROVED ___ DENIED

APPLICATION FOR HISTORIC DISTRICT COUNCIL CERTIFICATE OF APPROVAL (COA)

PROJECT TYPE:

☐ New Construction ☐ Addition ☑ Alteration ☐ Relocation ☐ Demolition ☐ Amendment to COA# _____

☐ Repair ☐ Paint ☐ Fence ☐ Sign ☐ Re-roof ☐ Other: _____

APPROVAL TYPE: ☐ Staff Approval ☑ Board Approval: Conceptual _____ or Final _____

PROPERTY INFORMATION *Property information can be found at the Nassau County Property Appraiser's Website → Map Search*

Street Address: 321 S 6 ST

District: ☑ Downtown Historic ☐ Old Town ☐ CRA Waterfront

Parcel Identification Number(s): 00-00-31-1800-0126-0100

Zoning District: R-2 Lot / Block Number (optional) 126

Owner of Record	As recorded with the Nassau County Property Appraiser
Owner(s) Name	MELISSA RUMSEY YOUNG
Company (if applicable)	
Street Address	321 S 6 ST
City State Zip	FERNANDINA BEACH, FL 32034
Telephone Number	904-410-4250
Email Address	RUMSEY.YOUNG@COMCAST.NET

Applicant or Agent	If other than owner. If an agent will be representing the owner, an *Owner's Authorization For Agent Representation* form must be included
Applicant Name	
Company (if applicable)	
Street Address	
City State Zip	
Telephone Number	
Email Address	

PROJECT DESCRIPTION (REQUIRED)

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

ORIGINALLY BUILT AS SINGLE-FAMILY RESIDENCE c 1900; RESIDENCE CONVERTED TO DUPLEX ABOUT TWENTY YEARS AGO.
APPLICATION IS MADE TO RENOVATE DUPLEX INTO SINGLE-FAMILY RESIDENCE.

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

1.) THERE ARE EXISTING, TWO FRONT DOORS AND THREE MATCHING, SH WINDOWS FACING FRONT OF HOUSE. SECOND FRONT DOOR IS TO BE REPLACED WITH AN ORIGINAL WINDOW TO MATCH EXISTING, RESULTING IN 1 FRONT DOOR AND 4 WINDOWS. THE SUBJECT WINDOW IS IN THE REAR PORCH. SOLID WOOD 6/6 SH 3368.5

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

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

PLEASE SUBMIT ALL PRODUCT BROCHURES, PAINT COLOR SAMPLES, AND MATERIAL SAMPLES WITH YOUR APPLICATION.

CERTIFICATION (REQUIRED)

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.

2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.

3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.

7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.

8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

*9. I/We understand that Certificates of Approval are only valid for **one year** from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.*

20 February 2020 — **Date**

Melissa Rumley Young — **Signature of Applicant**

SYLVIE MCCANN
MY COMMISSION # GG38352
EXPIRES: November 12, 2020

STATE OF FLORIDA
COUNTY OF NASSAU } ss

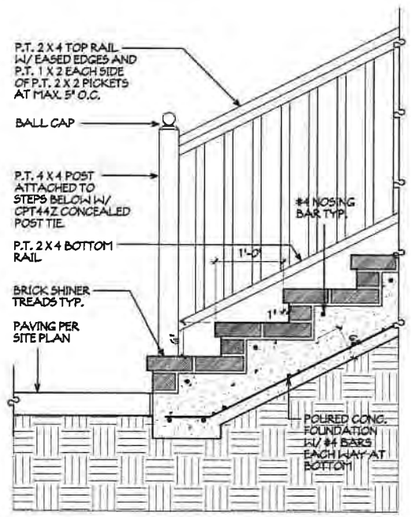
Sworn to (or affirmed) and subscribed before me by means of ☑ physical presence or ☐ online notarization, this 20th day of February, 2020, by Melissa Rumley Young.

Notary Public — Sylvie McCann — Printed Name — 11/12/20 — My Commission Expires

Personally Known ✓ OR Produced Identification _____ ID Produced: _____

Window Survey			Date:			Sheet of	Project Name:		
			Existing Conditions						
			Repair Class						
Window #	Existing Type	Configuration (# of lights in each sash)	Sash	Frame	Sill	Sash Condition (Original, Replacement, Unknown)	Proposed Window Type	Configuration	Remarks
Example									
1	*WD DH*	*2/2*	*I*	*III*	*I*	*Original*	*N/A*	*N/A*	*Lower 4" of frame deteriorated and to be replaced in kind*
1	WD SH	6/6	1	1	1	ORIGINAL			3368.5
2	"	"	"	"	"	"			3368.5
3	"	"	"	"	"	"			3368.5
4	"	"	"	"	"	"			3368.5

RENOVATION TO THE YOUNG RESIDENCE
321 SOUTH 6TH ST., FERNANDINA BEACH, FL 32034



1 FRONT STEPS DETAIL — 1"=1'-0"

HISTORIC DISTRICT COUNCIL APPROVAL
CASE HDC _____
APPROVED _____

INDEX OF DRAWINGS

A1	PROJECT DATA AND SITE PLAN
A2	DEMOLITION PLAN
A3	FLOOR PLAN
A4	EXTERIOR ELEVATIONS
E1	ELECTRICAL PLAN

PROJECT INFORMATION

SQUARE FOOTAGE
EXISTING BUILDING UNDER ROOF: 1,640 S.F.

CLASSIFICATION OF WORK: LEVEL 2 ALTERATION
AS DEFINED BY FLORIDA BUILDING CODE -- EXISTING BUILDINGS, 2017 EDITION
WORK AREA = 335 SQUARE FEET
335 SF / 1,640 SF = 20.4%

TYPE OF CONSTRUCTION: V-B, UNSPRINKLERED

NO. OF STORIES: ONE STORY

OCCUPANCY CLASSIFICATION: R-3, RESIDENTIAL

FLOOD ZONE: 'X' = NO MINIMUM

ZONING: R-2, MEDIUM DENSITY RESIDENTIAL

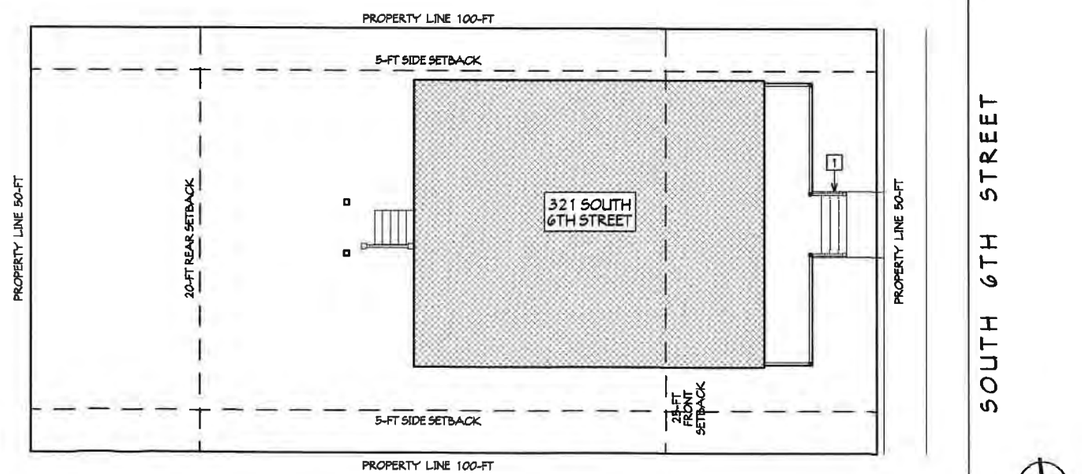
ZONING SETBACKS: FRONT = 25-FEET
SIDE = 5-FEET
REAR = 20-FEET

PROPOSED SETBACKS: SEE SITE PLAN

MAX. BUILDING HEIGHT: 35'-0"

WIND ZONE INFORMATION
- THE NEW CONSTRUCTION PORTIONS OF THIS PROJECT HAVE BEEN DESIGNED TO MEET THE REQUIREMENTS OF THE FLORIDA BUILDING CODE -- RESIDENTIAL 2017 EDITION.
- THIS STRUCTURE IS NOT LOCATED IN THE WIND-BORNE DEBRIS REGION.
- THIS STRUCTURE IS FULLY ENCLOSED.
- BASIC WIND SPEED (3 SECOND GUST) 128 MPH (Vult) / 99 MPH (Vasd)
- BUILDING CATEGORY II
- WIND EXPOSURE CATEGORY 'C'
- INTERNAL PRESSURE COEFFICIENT +0.18/-0.18
- COMPONENTS AND CLADDING MINIMUM DESIGN PRESSURES CHART

AREA	ZONE				
	ROOF			WALL	
	1	2	3	4	5
10 S.F.	+23.7 / -25.9	+23.7 / -30.3	+23.7 / -30.3	+25.9 / -28.1	+25.9 / -34.7
20 S.F.	+23.0 / -24.6	+23.0 / -29.0	+23.0 / -29.0	+24.7 / -26.9	+24.7 / -32.4
50 S.F.	+22.2 / -22.8	+22.2 / -27.2	+22.2 / -27.2	+23.2 / -25.4	+23.2 / -29.3
100 S.F.	+21.5 / -21.3	+21.5 / -25.9	+21.5 / -25.9	+22.0 / -24.2	+22.0 / -26.9



SITE PLAN — 1/8"=1'-0"

SITE PLAN NOTES

1 NEW BRICK STEPS PER 1/A1

The drawings, and designs incorporated herein, as an instrument of service are and shall remain the property of the architect whether the project for which they are made is executed or not. They are not to be used by the owner or others on extensions of this project or on any other project without written agreement with the architect and specific clearance and adaptation by the architect. Visual contact with these drawings shall constitute prima facie evidence of the acceptance of these restrictions.

A1 YOUNG RENO SITE PLAN
PROJECT # Y2002.06
DRAWN BY -- JLM
CHK'D BY -- JLM
DATE -- 02-18-20

MIRANDA ARCHITECTS
309 1/2 CENTRE STREET, SUITE 206
FERNANDINA BEACH, FL 32034
904.206.5591

MIRANDA ARCHITECTS

RENOVATION TO THE
YOUNG RESIDENCE
321 SOUTH 6TH STREET
FERNANDINA BEACH, FL 32034

PROJECT DATA, SITE PLAN

REVISIONS	DATE

A1

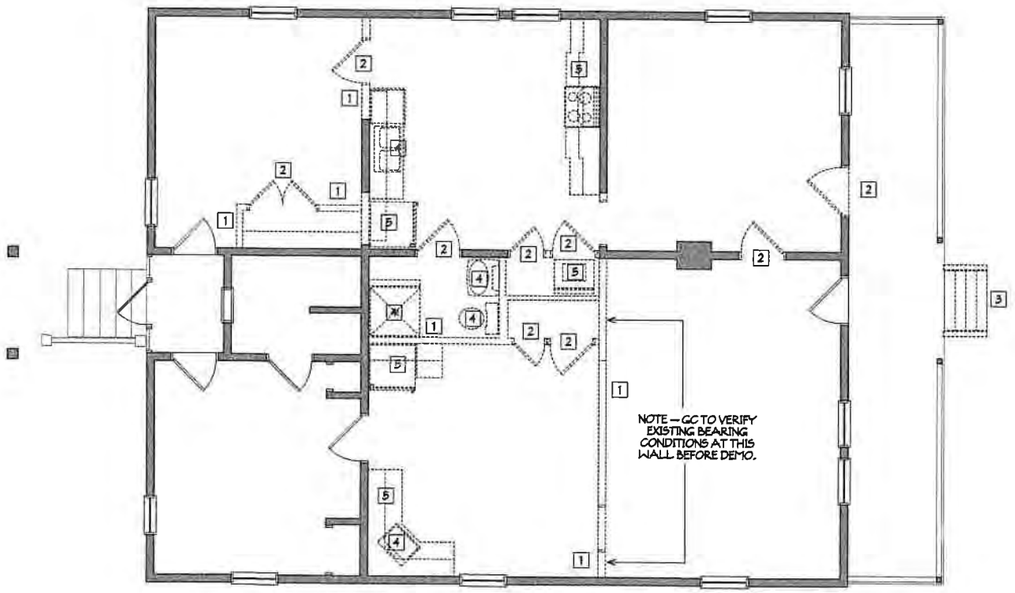
This drawing and the design ideas and concepts, in part or whole, thereon are the property of the Architect. It shall not be used in any manner without the written permission of the Architect. It is not to be loaned, copied or reproduced in any manner whatsoever nor is it to be returned on request.

DEMOLITION PLAN LEGEND

- EXISTING WALL/FEATURE TO REMAIN
- EXISTING WALL/FEATURE TO BE REMOVED
- [1] DEMOLITION NOTE

DEMOLITION NOTES

1. REMOVE EXISTING WALL TO ACCOMODATE NEW CONSTRUCTION PER PLAN A3.
2. REMOVE EXISTING DOOR.
3. REMOVE EXISTING STAIR ASSEMBLY.
4. REMOVE PLUMBING FIXTURE/FITTING AND ALL ASSOCIATED WATER/WASTE PIPING.
5. REMOVE EXISTING CABINETRY AND APPLIANCES.



DEMOLITION FLOOR PLAN — 1/4"=1'-0"

A3 YOUNG RENO FLOOR PLAN
PROJECT # Y-2002.06
DRAWN BY – JLM
CHKD BY – JLM
DATE – 02-18-20

MIRANDA ARCHITECTS
308 1/2 CENTRE STREET, SUITE 206
FERNANDINA BEACH, FL 32034
904.261.4588 TEL
FL. REG. NO. AA 0000618
MIRANDA ASSOCIATES

RENOVATION TO THE
YOUNG RESIDENCE
321 SOUTH 6TH STREET
FERNANDINA BEACH, FL 32034

DEMOLITION PLAN

REVISIONS	DATE

A2

This drawing and the design, ideas and concepts, is the property of MIRANDA ARCHITECTS, P.A. and is not to be used in whole or in part, or is not to be loaned, copied or reproduced without the written consent of MIRANDA ARCHITECTS, P.A. All rights reserved.

A2 YOUNG RENO FLOOR PLAN	
PROJECT # Y2002206	
DRAWN BY – JLM	
CHKD BY – JLM	
DATE – 02-18-20	

FLOOR PLAN LEGEND

- EXISTING WALL
- NEW FRAMED WALL

RENOVATION FLOOR PLAN — 1/4"=1'-0"

MIRANDA ARCHITECTS
309 1/2 CENTRE STREET, SUITE 206
FERNANDINA BEACH, FL 32034
904.261.4586 TEL
FL. REG. NO. AA 0002655
MIRANDA

RENOVATION TO THE
YOUNG RESIDENCE
321 SOUTH 6TH STREET
FERNANDINA BEACH, FL 32034

RENOVATION FLOOR PLAN	
REVISIONS	DATE

A3

SOUTH ELEVATION | 1/4"=1'-0"

EAST ELEVATION | 1/4"=1'-0"

NORTH ELEVATION | 1/4"=1'-0"

WEST ELEVATION | 1/4"=1'-0"

This drawing and the designs shown are the property of MIRANDA ARCHITECTS and may not be reproduced, published or used in any way without the permission of MIRANDA ARCHITECTS. Any unauthorized use of this drawing will be subject to legal action.

MIYAMOTO BENAVIDES

PROJECT # Y-200206

DRAWN BY -- JLM

CHKD BY -- JLM

DATE -- 02-18-20

MIRANDA ARCHITECTS
309 1/2 CENTRE STREET, SUITE 206
FERNANDINA BEACH, FL 32034
904.261.4586 TEL
FL Reg. No. AA 0003628

MIRANDA ASSOCIATES

RENOVATION TO THE
YOUNG RESIDENCE
321 SOUTH 6TH STREET
FERNANDINA BEACH, FL 32034

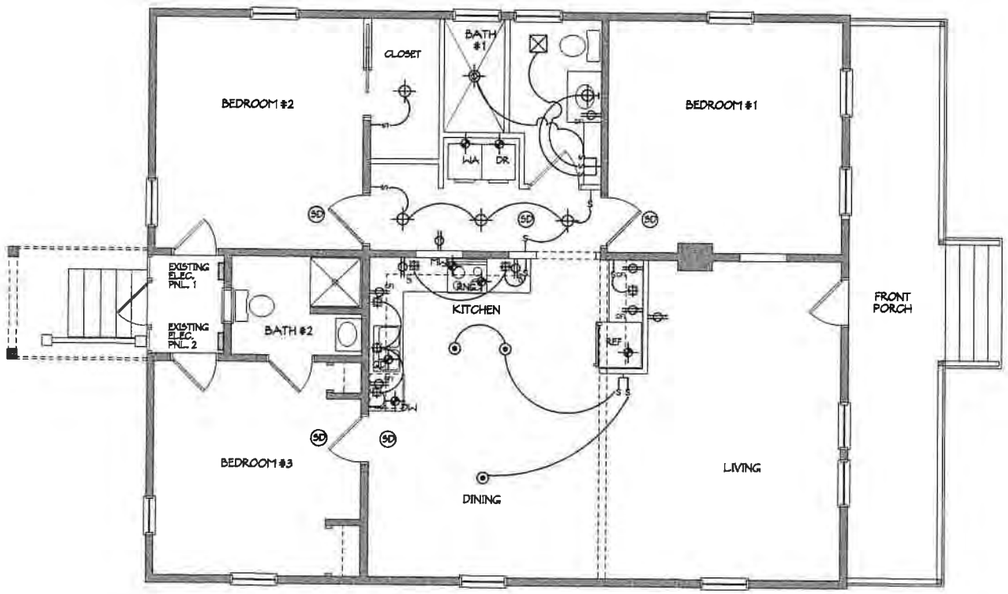
ELEVATIONS

REVISIONS | DATE

A4

ELECTRICAL SYMBOLS KEY

	DUPLEX RECEPTACLE WALL OUTLET
GFCI	DUPLEX RECEPTACLE WALL OUTLET – ABOVE CABINET (GFCI)
	SPECIAL EQUIPT. DIRECT WIRE OR OUTLET, VERIFY W/ EQUIP. SPECS
	RECESSED DOWNLIGHT
	SURFACE MOUNTED FIXTURE
	WALL MOUNTED FIXTURE
	PENDANT FIXTURE
	LED TASK LIGHT OR IN CABINET LIGHT
S	SINGLE POLE LIGHT SWITCH
	EXHAUST FAN
SD	SMOKE DETECTOR
	ELECTRICAL PANEL
DR	DRYER
DW	DISHWASHER
GD	GARBAGE DISPOSAL
MW	MICROWAVE/HOOD COMBO
REF	REFRIGERATOR
RNG	RANGE
WA	WASHER



GENERAL NOTE -- ONLY NEW LIGHTING AND POWER DENOTED ON THIS ELECTRICAL PLAN. GC TO VERIFY LOCATIONS OF EXISTING LIGHTING/POWER IN FIELD.

ELECTRICAL PLAN 1/4"=1'-0"

The drawings and the designs incorporated herein, as an instrument of service, are and shall remain the property of the architect. The use of these drawings for any project whatsoever, except for the specific project for which they have been prepared, and the publication thereof, is restricted to the architect's written permission and consent. Visual contact with these drawings shall constitute prima facie evidence of the acceptance of these restrictions.

A2 YOUNG RENO FLOOR PLAN
PROJECT # Y200206
DRAWN BY – JLM
CHK'D BY – JLM
DATE – 02-18-20

MIRANDA ARCHITECTS
309 1/2 CENTRE STREET, SUITE 206
FERNANDINA BEACH, FL 32034
904.261.4388 TEL
FL. REG. NO. AA 0000128
MIRANDA

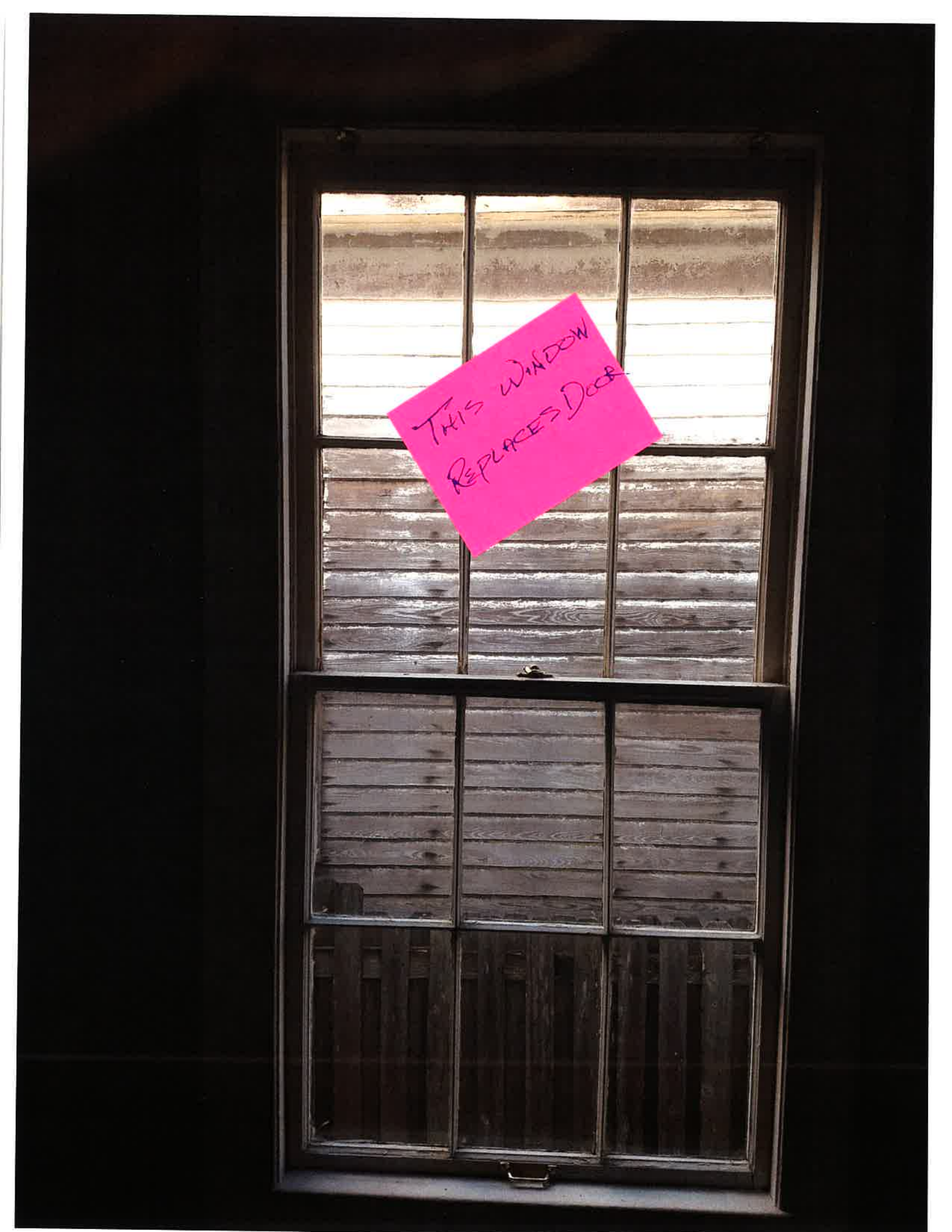
RENOVATION TO THE
YOUNG RESIDENCE
321 SOUTH 6TH STREET
FERNANDINA BEACH, FL 32034

ELECTRICAL PLAN

REVISIONS	DATE

E1

THIS DOOR TO BE REMOVED


THIS WINDOW
REPLACES DOOR

THIS IS AS
BUILT

Planning Activity Report for April 2020

HISTORIC DISTRICT COUNCIL (HDC)

The HDC Board meets every 3rd Thursday of each month

LOCATION	CASE NUMBER	MEETING DATE	SUMMARY OF REQUEST	STAFF RECOMMENDATION OR ACTION	BOARD FINDING	NEXT STEPS
20 S. 10th Street	HDC 2019-45	1/16/2020	COA To Construct a 1.5 story commercial structure	Approval	Approved with conditions:that the chip and dale style detail illustrated on the fence detail would be an acceptable detail for the rail on the primary structure	Applicant must apply for a building permit.
530 Centre Street	HDC 2019-46	1/16/2020	COA To re-stripe parking lot & construct accessory structure (storage room), dumpster enclosure, masonry privacy wall, and addition to east and west elevations.	Approval	Case continued to February 20, 20 Meeting - APPROVED	
908 White Street	HDCV 2019-04	1/16/2020	Variance from LDC 8.01.01.02(I) - Specific Requirements within the OT-1 & OT02 Zoning Districts.	Denial	Denied	
908 White Street	HDC 2019-47	1/16/2020	COA For increased hieght of primary and accessory structure.	Approved with the conditions that; 1) Approval of primary structure at 29' 7", as constructed; and 2) Accessory structure be brought into compliance with approved height of 22' 10 3/4" as approved through HDC 2018-33; and 3) Work to commence on bringing the accessory structure into compliance within 30 days or case will be referred to Code Enforcement & Appeals Board	Approved with the conditions that; 1) Approval of primary structure at 29' 7", as constructed; and 2) Accessory structure be brought into compliance with maximum approved height of 24'; and 3) Work to commence on bringing the accessory structure into compliance within 60 days or case will be referred to Code Enforcement & Appeals Board	Applicant must apply for a building permit.
Lot 14 + S. 1/2 of Lot 10 Block 9, Someruelus Street	HDCV 2020-0001	2/20/2020	Variance from LDC 8.01.01.03(K) Lot Visibility Corridors.	Denial	Approved with conditions that the applicable side yard view corridor be treated as a mid-lot corridor	
1001 White Street	HDC 2020-0001	2/20/2020	COA To rehabilitate exterior of home to include additions, screened porch, and accessory dwelling unit.	Aproved with condition that the HVAC for accessory dwelling unit be relocated to comply with LDC 4.02.03(A)7	Continued	
131 N 3rd Street	HDC 2020-0002	TBD	COA to construct a 1 story single family residence with accessory building/ garage with storage and deck above.	Approved with conditions that 1) Total height of primary and accessory structure be provided; 2) HVAC be relocated to comply with LDC 4.02.03(A)7; and 3) Fence height be provided and be stained/ painted/ or sealed.	Pending meeting	
228 N. 4th Street	HDCV2020-0002	TBD	Variance from LDC 5.01.10 Fences & Walls - to increase front yard fence height to 6FT	Denial	Pending meeting	
321 S. 6th Street	HDC 2020-0003	TBD	COA to convert duples back to single family residence, replace one of front door with a rear window, to match all exsiting.	Approval	Pending meeting	
115 S. 6th Street	HDC 2020-0004	TBD	COA to construct a new single family residence and a detached carport	Pending Review	Pending meeting	

All files related to each case are available for review in the Planning and Conservation Department. Please contact 904-310-3480 with questions.

Planning Activity Report for
April 2020

HDC OLD BUSINESS

LOCATION	CASE NUMBER	MEETING DATE	SUMMARY OF REQUEST	STAFF RECOMMENDATION OR ACTION	BOARD FINDING	NEXT STEPS
515 Centre Street	HDC 2019-37	1/16/2020	COA To renovate the south & east elevations and add a rooftop terrace with canopy.	Denial	Case continued to March 19, 20 Meeting	
Lots 1 + 2 Blocks 16, White Street	HDC 2019-42	1/16/2020	COA To construct one story single family residence	Approval	Approved	Applicant must apply for a building permit.
211 Beech Street/ 117 S. 3rd Street/ 111 S. 3rd Street	HDC 2017-03	2/20/2020	Amendment to previously approved COA for the addition of a 5' x 6' elevator shaft at the rooftop, change in window locations, change in rooftop exit door.	Approved with condition that 1. Change in window location and rooftop stair door to be approved, 2. addition of elevator shaft at rooftop to be denied.	Continued	
222 N. 5th Street	HDC 2018-19	2/20/2020	Amendment to previously approved COA for the relocation and rehabilitation of a contributing structure.	Approval	Approved with conditions that materials be available to those wishing to salvage for future use.	
14 N. 2nd Street	HDC 2019-35	2/20/2020	COA To construct a two-story, commercial primary structure.	Approved with condition that rooftop planters be removed.	Approved with conditions that 1) the rooftop planter be removed; 2) that the sutters shown on the front façade be required and not optional.	
530 Centre Street	HDC 2019-46	2/20/2020	COA To re-stripe parking lot & construct accessory structure (storage room), dumpster enclosure, masonry privacy wall, and addition to east and west elevations.	Approval	Approved	
908 Ladies Street	HDC 2019-29	TBD	Amendement to previously approved COA for changes in porch size, changes to chimney material to stucco, stair railing details, and side window location		Pending meeting	

Planning Activity Report for
April 2020

BOARD OF ADJUSTMENT (BOA) The Board meets on the 3rd Wednesday of each month						
LOCATION	CASE NUMBER	MEETING DATE	SUMMARY OF REQUEST	STAFF RECOMMENDATION OR ACTION	BOARD FINDING	NEXT STEPS
600 N. 8th Street	BOA 2019-12	1/15/2020	Variance from LDC 3.03.03(B)(1) requesting a reduction to the 25FT wetland buffer requirement for the wood chip reclaim system constructed in 2018.	Denial	Approved with the condition that the landscape architects planting plan be reviewed for type, scale, and location and approved by City staff; with a budget cap of $50k; and final inspection with a vegetation security bond of 2 years.	
700 Airport Road	BOA 2019-13	1/15/2020	Variance from LDC 4.03.02 Standards for Dev. In the Airport Overlay, specifically the minimum building setback shall be 25FT from any adjacent ground lease boundary.	Approval	Approved	
3036-3042 S. Fletcher Avenue	BOA 2020-0001	2/19/2020	Variance from LDC 4.02.03€ Building Heights - to allow an additional side yard stair encroachment on the south side of the structure.	Denial	Approved	
510 Dade Street	BOA 2020-0002	2/19/2020	Variance from LDC 5.01.11 Swimming Pools & Pool Enclosures - to allow for the construction of an inground swimming pool & pool enclosure within the front yard, along with a request to locate the pool equipment closer than 5 feet from the north property line.	Denial	Approved	
Surfside Drive/ Cape Sound Condo	BOA 2020-0003	TBD	Variance from LDC 4.02.03(E) Heights and Setbacks	WITHDRAWN	WITHDRAWN	
Jutta Goodbread	BOA 2020-0004	TBD	Variance from LDC 1.03.05(A) to separate lots 13 & 14 from each and from front parcel of lots 5 & 6	Pending Review	pending meeting	
Matthew Miller	BOA 2020-0005	TBD	Variance from LDC XX to construct accessory structure for boat storage	Pending Review	pending meeting	
Karent A. Ferretti, Thomas Beach, J. Christopher + Christina Carroll and Douglas + Jacqueline South, Agent for Rio Land & Investment Co. Inc.	BOA 2020-0006	TBD	Variance from LDC 1.03.05	Pending Review	pending meeting	

All files related to each case are available for review in the Planning and Conservation Department. Please contact 904-310-3480 with questions.

Planning Activity Report for
April 2020

PLANNING ADVISORY BOARD (PAB) The Board meets on the 2nd Wednesday of each month						
LOCATION	CASE NUMBER	MEETING DATE	SUMMARY OF REQUEST	STAFF RECOMMENDATION OR ACTION	BOARD FINDING	NEXT STEPS
HDC Boundary Expansion	PAB 2019-0018	1/8/2020	Expansion of HD boundary for Al Museum of History (former jail)	Approval	Approved	2nd Reading - 5/5/20
Final Plat	PAB 2019-0019	1/8/2020	Final Plat - Habitat for Humanity, 6 On Elm (townhomes)	Approval	Approved	February 4, 2020 CC - Approved by Resolution
LDC Text Amendment	PAB 2019-0007	2/12/2020	Height Encroachments	Approval	Approved	1st Reading -5/19/20
LDC Text Amendment	PAB 2020-0001	2/12/2020	Tree Protection	Approval	Approved	2nd Reading - 5/5/20
LDC Text Amendment	PAB 2020-0002	3/11/2020	Historic District Appeals 8.03.09	Approval	Approved	1st Reading -5/19/20
LDC Text Amendment	PAB 2020-0003	3/11/2020	Planning Advisory Board 9.02.00	Approval	Approved	1st Reading -5/19/20
LDC Text Amendment	PAB 2020-0004	3/11/2020	Historic District - Various Sections	Approval	Approved	1st Reading
Final Subdivision Plat	PAB 2020-0005	TBD	Final Plat - Crane Island (5 lots 81-85)			

All files related to each case are available for review in the Planning and Conservation Department. Please contact 904-310-3480 with questions.

Planning Activity Report for
April 2020

TECHNICAL REVIEW COMMITTEE (TRC) The Committee meets on the 2nd and 4th Thursday of each month.						
LOCATION	CASE NUMBER	MEETING DATE	SUMMARY OF REQUEST	STAFF RECOMMENDATION OR ACTION	BOARD FINDING	NEXT STEPS
Angela Fournier - Publix shopping	Discussion Item	1/9/2020	Discuss opening a retail CBD oil store where RE office used to be next to Publix	none		
Jim Peacock - N. 14th Street	Discussion Item	1/9/2020	Discuss modifying building tenant space in his building at N. 14th St to a hair salon	none		
Crawford Jewelers/ Retail	SPR 2019-06	1/9/2020		Sign Off		
Habitat Townhomes	SPR 2019-08	1/9/2020		Sign Off		
515 S. 8th Street	Discussion Item	1/23/2020	Change of use: moving studio into the former Sawyer Gas Building	Applicants were advised to return to TRC for futher discussion		
528 S. 8th Street	Discussion Item	1/23/2020	Change of use: from restaurant to cosmotology salon	none		
Park Ave + Hometown Street Median & Marquees	Discussion Item	2/13/2020	Proposal to construct median strips and marquees with the ROW on Park + Hometown entrances	Applicants were advised to return with full engineering.		
520 Centre Street	Discussion Item	2/13/2020	Peppers Parking lot redesign	Applicants were advised to add ADA parking detail to the construction drawings and move forward with HDC and permitting		
101 N. 2nd Street	Pre-Application Discussion	2/13/2020	To discuss plans for the Standard Marine Block	none		
1401 Atlantic Avenue	Discussion Item	2/13/2020	Change of Use: discuss plans for an existing phtography studio/ residence	This item was withdrawn		
219 S. 8th Street	Discussion Item	2/13/2020	Change of Use: from retail to real estate office and future expansion of the out building from workshop to office space	Applicants were advised to consult with a design professional and return to TRC		

Planning Activity Report for
April 2020

Simmons Road Park	SPR 2019-03	2/13/2020		Sign Off		
SouthShore CRE Hangar	SPR 2019-10	2/13/2020		Sign Off		
850 Indigo Street	Discussion Item	2/27/2020	Change of use: conversion to a massage business	Applicants were advised to consult with a design professional and move forward with permitting		
Espana Restaurant 22 S. 4th Street	Discussion Item	2/27/2020	Expansion of the restaurant into the adjacent Gillette building	Applicants were advised to move ahead with permitting		
Blk 19 1st avenue - Chad Dougharty	Discussion Item	2/27/2020	Discuss possibly tying into Jefferson Ave to allow construction of a new SFD	Applicants were advised to return to TRC for a full site plan review		
960185 Gateway Blvd	Discussion Item	2/27/2020	Change of use: from engraving studio to massage studio	Applicants were advised to move ahead with permitting		
309 N. 10th Street	Pre-Application Discussion	3/12/2020	Extension of N. 10th Street to access her lot for the construction of a SFD	Applicants were advised to follow the ROW and roadway standards and return for a full site plan review		
SW corner 8th + Fir Street	Pre-Application Discussion	3/12/2020	Discuss constructing new art studio on 200 x 100 FT parcel	none		
20 S. 10th Street - Heirloom Yard	SPR 2020-01	3/12/2020	Discussion on comments by committee	none		
1943 Citrona Drive	Discussion Item	3/12/2020	Discuss construction of an office building	Applicants were advised to return for a full site plan review		
100 Block of S. 8th Street	Discussion Item	3/12/2020	Discuss 4 fee simple/2 unit town homes	Applicants were advised to return for a full site plan review		
400 S. 8th Street	SPR 2020-02	TBD	Construction of 20 lot subdivisionvia 10 fee simple duplex - Cottages at Amelia			

All files related to each case are available for review in the Planning and Conservation Department. Please contact 904-310-3480 with questions.

Planning Activity Report for
April 2020

ADMINISTRATIVE REVIEW APPLICATIONS						
LOCATION	CASE NUMBER	APPLICATION DATE	SUMMARY OF REQUEST	STAFF RECOMMENDATION OR ACTION	REVIEW FINDING	NEXT STEPS
22 Bald Eagle Court	ADMIN2020-0001	1/2/2020	Lot Line Adjustment	Posted on January 10, 2020	Approved	
3635 First Avenue	ADMIN2020-0002	1/10/2020	Minor Subdivision	Pending	Pending	
411 S. 5th Street	ADMIN2020-0004	3/12/2020	Context Sensitive Review	Posted on March 19, 2020	Approved	
221 S. 5th Street	ADMIN2020-0005	2/17/2020	Context Sensitive Review	Posted on March 19, 2020	Approved	
115 S. 6th Street	ADMIN2020-0007	4/3/2020	Lot Line Adjustment	Pending	Pending	
115 S. 6th Street	ADMIN2020-0008	4/3/2020	Context Sensitive Review	Pending	Pending	

WATER SEWER ANNEXATION AGREEMENT						
LOCATION	CASE NUMBER	APPLICATION DATE	SUMMARY OF REQUEST	STAFF RECOMMENDATION OR ACTION	REVIEW FINDING	NEXT STEPS
856 Robin Hood Drive	ADMIN2020-0003	2/27/2020	Water/Sewer Annexation Agreement	City Commission Approval	CC RESOLUTION	Filing with Clerk
745 Magnolia Lane	ADMIN2020-0006	3/25/2020	Water/Sewer Annexation Agreement	City Commission Approval	CC RESOLUTION	Filing with Clerk

All files related to each case are available for review in the Planning and Conservation Department. Please contact 904-310-3480 with questions.

DEPARTMENT OF PLANNING & CONSERVATION

2019 Annual Report

Executive Summary

FROM THE DIRECTOR'S DESK

There is no denying that 2019 was plagued by what appeared to be more challenges than accomplishments for the Planning and Conservation Department. Our initial hurdle was the separation of the City's Community Development Department into three stand alone departments: Planning & Conservation, Building, and Code Enforcement. Despite the issues we faced, the department attained a number of successful accomplishments which will serve to benefit the community into the new decade.

As we look forward, our department anticipates a number of funding needs to address City goals and priorities. We continue to strive for excellent customer service in our daily activities while balancing special projects. In doing so our staff works collaboratively with internal departments and external agencies to leverage limited resources.

This year we expect to witness a continued trend of increased permitting activities. It appears that new development submittals are fairly stable over the past few years. Staff's daily workload is dominated with a steady flow information requests from citizens, builders, designers, and developers. Our goal is to address each in a timely and expeditious manner. We look forward to working together to exceed community goals.

ACCOMPLISHMENTS:

- Launching EnerGov and Citizen Self Serve Online Permitting Portal
- Evaluation and Appraisal Report
- Downtown Historic Walking Tour
- Preservation Awards
- Cemetery Training
- LDC Revisions
- Mapping Conflicts
- Conservation/ Recreation Maps
- Hickory Street Trail Evaluation
- Central Park Tree Plantings

CHALLENGES:

- National Citizens Survey results
- Amelia Bluff
- Tree Violations
- Finding Acceptable Ground for Trees
- Mapping Conflicts
- Simmons Road Park
- Effective Use of EnerGov and Citizen Self Service Portal
- Floodplain Ordinance Revisions

FUNDING NEEDS:

- Staffing Shortage—Zoning based
- Legislative Comp Plan Amendments
- Major Revision to Comp Plan
- Major Revision to LDC
- Archaeology Ordinance
- Bosque Bello Management Plan
- Truck for City Arborist
- Seasonal Employee for New Trees

Department Information

MISSION

The Department of Planning and Conservation strives to promote a livable, sustainable, beautiful, and prosperous Fernandina Beach by implementing the City's long-range vision for the community through adopted plans, policies, codes, best practices, and partnerships. The team serves to increase community livability and quality of life through managed growth as consistent with the Comprehensive Plan while facilitating development that balances urban design with the protection of natural, historic, and cultural resources.

The Department achieves its mission through outreach to promote an understanding of land use planning issues and ensure development standards are realized. Continual improvement in local regulations by ongoing monitoring of land use trends using current technologies enables the team to meet preferred urban form outcomes. Maintaining strong intergovernmental relationships and community partners provides the team with opportunities to collaborate, share resources, and gain a regional perspective of local actions.

OFFICES

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Fernandina Beach, FL 32034

PHONE

(904) 310-3480

WEBSITE

www.FBFL.us/planning

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Sylvie McCann
Administrative Coordinator
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Role within the City

DEPARTMENT/ DIVISION FUNCTION SUMMARY

The Planning and Conservation Department serves to ensure that the quality of life in Fernandina Beach as reflected in its built and natural environment is maintained and enhanced through visioning, good design, guidance on development decisions, and protection of its natural, historic, and cultural resources. The listed core functions characterize the most common work responsibilities of the section; however, the Planning and Conservation team also serves as a resource on a variety of different City projects and programs lacking oversight from a designated City department.

PLANNING

Strategic and Long-Range Planning: *Preparing comprehensive plan updates, maintenance, and implementation in accordance with state laws, researching and developing comprehensive plan-directed special studies, inventories, or guidelines, and maintaining active regional and statewide involvement as well as continuing to enhance coordination with local interest groups.*

Administration of the Land Development Code(LDC): *Working with the public, Planning Advisory Board, and City Commission to administer and implement zoning regulations and on-going maintenance through ordinance revisions. The department coordinates with the Building and Code Enforcement Departments to enforce LDC regulations.*

Compliance with Federal, State, and Regional Regulations and Programs: *Managing and complying with a wide range of federal or state agency land use regulations and/or programs to ensure the City's compliance with applicable federal and state laws or regionally required planning activities. This may involve coordination with federal and state agencies, as required, as well as the Nassau County Growth Management Department depending on the scope and nature of the regulation or program involved.*

Environmental Lands Conservation Management: *Responsible for technical, administrative, and managerial work in the management of City conservation lands such as Egan's Creek Greenway, City parks, beaches and dune systems, to restore and maintain plant and animal habitats and passive recreation areas in an urban southeastern maritime forest. This position is responsible for the compliance, coordination, reporting requirements, and administration relative to City land conservation programs.*

Role within the City

URBAN DESIGN AND DEVELOPMENT REVIEW

Urban Design: *Creating a sense of place that is authentically Fernandina Beach through focused efforts to obtain an urban form that mirrors the community's vision through a comprehensive approach to every project ensures quality in buildings, streets, sidewalks, and civic venues. By aligning new developments with community goals, the City makes possible projects that serve to improve the built environment, adds value to the project and the existing neighboring developments, improves resident's and visitor's experience, helps land owners to understand their properties' potential, and assists in saving time and money in the planning review processes.*

Development Review and Site Inspections: *Reviewing and processing building and zoning permit applications accepted via the Building Department and site plan applications through the Technical Review Committee. The Department conducts site inspections of field work in conjunction with an active planning case or building/zoning permit and works with the Building Department to ensure timely and coordinated processing of applications. The Department provides support services to address floodplain management and participates in community outreach for building safety measures and reducing flood risks.*

Miscellaneous Technical Functions: *Preparing zoning confirmation, due diligence, and DEP review letters. Providing digital and printed mapping services through an interactive online website and performing other technical activities related to the City's planning programs. Maintaining and updating department websites.*

LANDS ENRICHMENT

Historic Preservation: *Administering City's historic preservation program and Community Redevelopment Area (CRA), including processing staff-level Certificate of Approval applications, preparing long-range preservation planning goals and strategies, managing the local historic preservation ordinance, initiating community outreach and educational opportunities regarding preservation, staffing the Historic District Council, submitting grant applications for preservation projects, and maintaining Certified Local Government status. Partnering with local organizations like the Amelia Island Museum of History and Fernandina Beach Main Street for events and activities.*

Urban Forestry: *Providing review of all tree removal applications on both public and private property in accordance with City ordinances. Staff maintains the City's 2009 and 2017 public tree inventory with an estimated value of nearly $100 million, organizes the City's annual Arbor Day event, manages the Tree City designation annual renewal requirements, identifies and applies for grants, works with community groups like the Amelia Tree Conservancy, and supports other departments to better care for the City's existing public space trees by helping to identify hazard trees and prioritize maintenance tasks.*

Role within the City

Conservation Lands: *Working with stakeholders and external agencies to prepare priority maps and lists for City conservation lands purchases. Annual review of priorities with the City Commission and determination of potential funding resources for acquisition.*

CUSTOMER SERVICE FUNCTIONS

Board/Committee Staff: *Providing staff support to a variety of established boards and committees including the Planning Advisory Board, Technical Review Committee, Historic District Council, Board of Adjustment, Main Street Board and Councils, and the Amelia River Waterfront Community Redevelopment Agency. Support involves research and review of proposals and applications, completion of staff reports, arranging public meetings, creation of meeting agendas, and serving as technical advisors.*

Customer Support: *Disseminating information on a daily basis to citizens, realtors, architects, engineers, and prospective property owners regarding land use and development regulations. These activities are conducted through counter responses, phone calls, emails, pre-application meetings, and public outreach presentations.*

Public Outreach and External Communication: *Developing and sustaining contacts and participation with community civic organizations and ongoing external communications such as press releases and public awareness campaigns and outreach. Maintaining the Department website and updating the main City news webpage.*

Interdepartmental and Special Project Support: *Providing additional support to other City departments in areas related to expertise of Planning and Conservation Department staff such as GIS mapping, citizen involvement, external communications, organizational issues, and policy development.*

Maintenance of City's Geographic Information System (GIS)*: Managing functions such as the development and maintenance of core data layers, development of data standards, system administration, and general oversight of GIS activities city-wide. Coordinating sharing and integrating GIS data with the County Property Appraiser.*

Daily Activities

Review Letters	
Zoning Confirmations	7
Due Diligence	4
Lot Line Adjust-ment/ Minor Subdivision	3
Context Sensitive	6
DEP Letters	18
Admin Waivers	0
LBTR Review	132
Water/Sewer Voluntary Annexation	8

Permitting	
New Homes	163
Accessory Structures	43
Commercial	74
Demolitions	40
Pools	35
Signs	54
Fences	100
Temporary Use	26
Decks	1
News Racks	6
Roof	11
Site Work	1
Right-of-Way	16

Daily Activities

2019 Active Residential Subdivisions/ Areas
Dunes Of Amelia—Phase 2
River Bend
Hickory Ridge
Crane Island
Aspire Lakeside Reserve
Old Town
Southside
Islands Club– aka Ocean Gallery
Vintage at Amelia Apartment Complex
Shell Cove
Coastal Cottages (Townhomes)
Amelia Oaks
Coastal Oaks
Highland Dunes
Amelia Park
Seascape

*Active subdivisions are at various phases of build-out.

Planning Advisory Board

The Planning Advisory Board (PAB) is authorized by the City Commission as the Local Planning Agency (LPA) pursuant to Florida Statute Chapter 163.3174. This board makes recommendations to the City Commission on the adoption of Comprehensive Plan amendments and Future Land Use Map amendments and requests for rezoning, filed pursuant to Florida Statutes, Florida Administrative Code and City Ordinances.

The PAB is authorized to issue policy recommendations and guidance affecting development in the City, including amendments to the Land Development Code (LDC). It oversees the creation of subdivisions and proposals for Planned Unit Developments and makes recommendations on redevelopment following disaster situations. The board makes recommendations on necessary special studies for long-range planning and other proposals which work to promote orderly development.

The PAB consists of eight members – five (5) voting members, two (2) alternate members and one (1) nonvoting member. Each voting member is appointed by the City Commission; the nonvoting member is appointed by the School Board of Nassau County.

Meeting Date: 2nd Wednesday of each month

Meeting Time: 5PM

Meeting Place: City Hall—Commission Chambers

Staff: Kelly N. Gibson, AICP

Board Members: Mark Bennett, Vice-Chair; Greg Roland; Richard Clark; Genece Minshew, Peter Stevenson, Jenny Schaffer (Alt.), Victoria Robas (Alt.), and Mark Durham (NC School Board)

Summary of Board Activity (Recommendations Only)

Approved	9
Continued	1

LOOKING FORWARD:

The focus of this board over the past year has been completion of the City's Evaluation and Appraisal Report (EAR). In 2019, the PAB worked through several significant LDC amendments. Additionally, the board processed changes to make the City's Future Land Use Map and Zoning Maps consistent. Following this effort the board completed review of lands which should contain the Recreation or Conservation designations.

In the next year the Planning Advisory Board will work on legislative updates to the Comprehensive Plan. The board will begin working on a strategy for a major Comprehensive Plan revision and Land Development Code re-write. Minor revisions to the LDC will be considered before the document is "sealed" and changes directed to the larger revision efforts. Staff efforts will be spent processing land use and zoning amendments supportive of adding conservation and recreation lands. City initiated applications will be submitted to the board to incorporate properties which have previously entered into voluntary annexation agreements.

Board of Adjustment

The Board of Adjustment (BOA) was established for the purpose of hearing and deciding on appeals of administrative decisions and hearing and deciding on applications for variances within City limits. Variance cases in the historic districts or the Community Redevelopment Area (CRA) are heard by the Historic District Council.

The BOA conducts public hearings and renders decisions in compliance with the requirements of the City's Land Development Code (LDC) on the following matters:
* To hear and decide appeals where it is alleged there is an error in any order, interpretation, requirement, decision, or determination made by an administrative official in the enforcement of this LDC (See Section 11.07.00 for procedures regarding appeals); and
* To authorize a variance from a provision of the LDC, as set forth in Chapter 10.

The Board of Adjustment meetings are scheduled for the third Wednesday of each month at 5:00 pm in the City Commission Chambers, City Hall, 204 Ash Street. Please check the calendar on the City's home page for up-to-date information about upcoming meetings.

Meeting Date: 3rd Wednesday of each month

Meeting Time: 5PM

Meeting Place: City Hall—Commission Chambers

Staff: Jacob Platt

Board Members: Matt Miller, Chair; Marcy Mock, Vice-Chair; Tisha Dadd; Barry Hertslet; Steven Papke, Steven Cook, Mark Gleason

Summary of Board Activity	
Approved	9
Denied	0
Withdrawn	0
Admin Appeals	3

Historic District Council

The mission of the Historic District Council is to preserve and protect the architectural heritage of the City of Fernandina Beach as set forth in the City's Charter and Land Development Code.

The Historic District Council (HDC) of the City of Fernandina Beach, FL, was established to be the City's primary agency responsible for furthering historic preservation within the city. There are five (5) regular members and two (2) alternate members, all appointed by the City Commission, acting upon recommendations of the Historic District Council. The term of office is three (3) years. Members serve at the pleasure of the City Commission.

The Council functions to protect sites of historical and architectural significance by acting as a design-review board for exterior alterations, repairs, moving or demolition of structures or historic landscape features within the city's local historic districts. The purpose of the review process is to ensure that any proposed changes are compatible with existing historic features in terms of design, texture, material, siting and location.

The members of the Historic District Council are city residents whose interests, backgrounds and experience, taken together, provide the City with expert advice on matters pertaining to the preservation of districts and specific buildings of the City that reflect elements of its cultural, social, economic, political and architectural history.

Meeting Date: 3rd Thursday of each month

Meeting Time: 5PM

Meeting Place: City Hall—Commission Chambers

Staff: Salvatore Cumella

Board Members: Chair Michael Spino, Vice-Chair James Pozzetta, Michael Harrison, Angela Conway, Benjamin Morrison, Tammy Kosack

Summary of Board Activity	
Approved	34
Denied	1
Withdrawn	1
Staff COA	112

LOOKING FORWARD:

The HDC will be working on a number of projects in 2020 that support Fernandina Beach's commitment to preservation of our historic resources. The board will work to increase awareness of the value of the City's historic and cultural resources. Efforts this year will include working to make guidelines more understandable and user-friendly, citizen workshops, and support to create exhibits featuring prominent resources. Additionally, staff and the board will continue to partner with the Friends of Bosque Bello to ensure the area is protected and enhanced.

Technical Review Committee

The Technical Review Committee (TRC) reviews applications and provides compliance reports for site plans, rezoning, amendments to the Land Development Code, preliminary subdivision plats, final subdivision plats, and amendments to previously issued local development orders. Direction for the committee's work is provided through the Land Development Code Chapter 11.

TRC serves as a starting point for early development project questions and inquiries. Often projects or topics are handled as walk-on cases before moving directly to building permit review. The Committee's work involves providing direction to inform design professionals and avoid undue delays.

Meeting Date: 2nd and 4th Thursday each month

Meeting Time: 9am

Meeting Place: City Hall—Commission Chambers

Staff: Jacob Platt

Board Members: Don Kukla (Building), Jason Higginbotham (Fire), Andre Desilet (Stormwater), Rex Lester (Streets), John Mandrick (Utilities)

Summary of Board Activity	
Approved Plans	11
Pre– Application	#
Change of Use	#
Continued to 2020	#

LOOKING FORWARD:

This committee continues to work on finalizing 2019 applications. Over the next year, we anticipate revisions to the process in compliance with direction provided by 2019 HB 7103 and establishing standards for change of use. In an effort to streamline the review process, staff has created electronic comment standards. These will be further refined over the next year as we move towards fully electronic submittals.

Urban Forestry

Tree Removal Permits	
Approved	*252 Hazard and New Building*
Denied	*5*
Withdrawn	*2*

City Tree Plantings	
Roads + Parks	*38*

Key Successes:

- Tree Planting Activities
- Mulching Efforts
- Volunteer Organization
- Vendor for Canopy Analysis
- Proposed Tree Protection Standards in December 2019

Challenges:

- Tree Management Plan: 5-year Planting Strategy
- Violations of City's Tree Protection
- Staffing and Vehicle to establish new plants
- Finding Acceptable Ground to Plant

PLANNING & CONSERVATION DEPARTMENT GOALS

FY 2019-2020

CITY COMMISSION GOALS *(RESOLUTION 2020-XX)*:

CONSERVATION
Increase Community Rating System Score
No Loss of Environmentally Sensitive Lands
Tree Canopy Increased 5% by 2024

WATERFRONT
Create a Resilient Public Waterfront Area
Consistent with Community Standards

INFRASTRUCTURE
Most ADA Compliant City
Determine strategy for aging structures

Long-Range Planning

- Required Comp Plan Amendments: Seasonal Population, Peril of Flood, Water Supply
- Comprehensive Plan Re-write
- Land Development Code Re-write
- Conservation land acquisition strategy
- 2021 Bicycle Friendly (*Amelia Island*)
- Downtown Historic District Guidelines Update
- Amendments to Land Use and Zoning Maps
- Annexations for voluntary agreements
- Habitat Conservation Plan
- Bosque Bello Management Plan

Land Development Code

Staff Prioritized Revisions:

- Tree Protection
- Height Encroachments
- Stormwater Standards
- Driveway Standards
- Local Development Order Process
- Change of Use (Florida Building Code)
- PAB Members
- Demolition Delay (Historic)
- Old Town
- Contributing Structures
- 8th Street Mixed Use Req.

Other Revisions:

- Signs (Supreme Court Decision)
- Outdoor Lighting for Endangered Species
- Mailed Notice for Admin Reviews
- Racetrack/ Go-karts prohibition
- Fencing
- Special Events on private property
- Standards for Planned Unit Developments
- Affected Party language
- Roll-off/ dumpster requirements
- Vacant Buildings

Active Grants

- Old Town Guidelines Revisions
- City - Preservation Rehabilitation Assistance

On-going Projects

- Interlocal Agreement: Nassau County Annexation
- Voluntary Annexation Agreement Map
- Tree Management Plan and Planting Strategy
- Evaluation & Appraisal Report: Population Study
- Community Redevelopment Area Plan Update: Projects List
- Large Tree Planting Projects and Community Outreach
- Main Street: Boundary Expansion, Downtown Sidewalks and Lighting Plans
- Mobility Plan
- Refine Permitting System

PLANNING & CONSERVATION: ACTION PLAN

FY 2019-20

Reporting Timeframe: January - March 2020

DEPARTMENT STAFF		
Kelly N. Gibson, AICP Planning & Conservation Director Boards Staffed: PAB	Jacob Platt, Senior Planner Boards Staffed: BOA, TRC Chair, Floodplain Management, Main Street Economic Vitality	Sal Cumella, Preservation Planner Boards Staffed: HDC, Main Street – Design Council Review, TRC Review
Sylvie McCann Administrative Coordinator	Samantha Rogic Planning Technician	David Holley City Arborist

PROJECT NAME	LEAD	COMPLETION PROGRESS	DEADLINE	PRIORTY (1-10)	ESTIMATED EFFORT (TIME IN HOURS)	POTENTIAL RISKS & PROGRESS NOTES
CONSERVATION BASED						
Conservation Lands Involvement: Mapping associated with ESLs, Procedure for nomination of lands, Annual update of strategy and targeted areas	Kelly	45%	MARCH 2020	1	25	Mapping- done Nomination procedure- done Annual Update: Initial findings completed in March 2018, Revised February 2020 Pending Input and Revisions based on North Florida Trust
Habitat Conservation Plan- Beach	Kelly	5%				Pending Selection of Consultant
Conservation Management Plans for newly acquired lands	Dave	10%	FEB 2020	1	20	
PLANNING ADVISORY BOARD						
Amelia Island Parkway – Corridor Vision						NOT PRIORTIZED
S. 14th Street at Beech Street – Corridor Vision						NOT PRIORTIIZED
Annexations from Water + Sewer Agreements	Jacob	75%	MAY 2020	2	70	PAB Review March CC 1st Reading April
LDC Amendments for Height Encroachments	Kelly	60%		1	25	PAB Review February CC 1st Reading March
Tree Protection Ordinance	Kelly	75%			20	PAB Review February CC 1st Reading March
Conflicts to FLUM and Zoning	Kelly	75%		1	75	
Conservation/Rec FLUM + Zoning Amendments	Kelly	75%		1	50	
EAR based Comp Plan Amendments: Water Supply Plan, Peril of Flood, Seasonal Population	Kelly	PENDING FUNDING	SEPTEMBER 2020	2	25	Contract anticipated to work with the Northeast Florida Regional Council Staff effort will be limited to research on Seasonal Population and project oversight
LDC Amendments for Close Out until New LDC (see separate document for pending and needs)	Kelly	10%	**Recommend Late Spring*	3	TBD	
Comp Plan/ LDC Revision	Kelly	PENDING FUNDING		1	TBD	Establish Steering Committee: Spring 2020 Draft Scope for Services: Summer 2020 Issue RFP: August 2020

PLANNING & CONSERVATION: ACTION PLAN

FY 2019-20

Reporting Timeframe: January - March 2020

DEPARTMENT STAFF		
Kelly N. Gibson, AICP Planning & Conservation Director Boards Staffed: PAB	Jacob Platt, Senior Planner Boards Staffed: BOA, TRC Chair, Floodplain Management, Main Street Economic Vitality	Sal Cumella, Preservation Planner Boards Staffed: HDC, Main Street – Design Council Review, TRC Review
Sylvie McCann Administrative Coordinator	Samantha Rogic Planning Technician	David Holley City Arborist

PROJECT NAME	LEAD	COMPLETION PROGRESS	DEADLINE	PRIORTY (1-10)	ESTIMATED EFFORT (TIME IN HOURS)	POTENTIAL RISKS & PROGRESS NOTES
HISTORIC DISTRICT COUNCIL						
Ordinance revision to establish official list of contributing structures	Sal	50%	JUN 2020	6	5	Requires adoption of official *Resource Inventory List* (scheduled for 2/18/20) and amendment to LDC section 8.03.03(A)1.
Ordinance to address ROW encroachments on Centre Street	Sal	90%	JUN 2020	4	4	Initiated in conjunction with Code Enforcement and FB Main Street. 1st Reading held 2/4/20
Archaeology Ordinance	Sal		TBD	5	25	PENDING FUNDING. Requires the services of an archeologist to review permits. Could be a City Archeologist position or outsourced, as needed.
Historic Resource Assessments for maintenance and compliance	Sal		ONGOING	3	15	Occurs twice per year, depending on availability of Code Enforcement Department.
DOS Grant – Old Town Guidelines Revision	Sal	10%	MAR 2021	1	50	Grant will be funded in July 2020. Work scheduled to begin in August 2020. Anticipated completion Fall 2021.
Preservation Rehabilitation Grant Program	Sal	20%	OCT 2020	1	35	Grant advertised February 4, 2020; Applications will be accepted until funding is depleted.
Cemetery Resource Protection Training	Sal		ONGOING	3	24	Two trainings scheduled per year, Spring and Fall.
Certified Local Government Report	Sal		SEPT 2020	5	5	Ongoing yearly Renewal
Downtown Historic District Guidelines Workshops	Sal		DEC 2020	2	16	Public/ Board input will lead to a future revision of the Downtown Guidelines, tentatively scheduled for 2021 depending on funding.
Historic District Boundary Expansion	Sal		DEC 2020	2	8	Scheduled for discussion at 2/18/20 HDC Special Meeting to determine strategy.
Columbarium Project at Bosque Bello	Sal	5%	SEPT 2021	1	25	Planning/ Groundbreaking to occur before September 2020.
Application for Special Category Grant to repoint brick at Peck Center	Sal		JUN 2020	4	3	Application due late spring 2020
Historic Preservation Month event	Sal		MAY 2020	5	15	2020 is an off year for the Historic Preservation Awards, so a smaller event will be scheduled as part of History Happens Here campaign.
MAIN STREET TASKS						
Website Launch	Sal	85%	MAR 2020	5	9	Launch scheduled for mid-February with a kickoff party and awareness campaign to follow.
Sidewalks and lighting plan	Sal		TBD	3	10	
CRA projects list – Recommendations for updating plan	Sal		MAR 2020	2	4	Scheduled for initial discussion at 2/13/20 Board meeting.
Boundary Expansion	Sal	50%	DEC 2020	4	3	Must be reviewed by State Main Street Board

PLANNING & CONSERVATION: ACTION PLAN

FY 2019-20

Reporting Timeframe: January - March 2020

DEPARTMENT STAFF		
Kelly N. Gibson, AICP Planning & Conservation Director Boards Staffed: PAB	Jacob Platt, Senior Planner Boards Staffed: BOA, TRC Chair, Floodplain Management, Main Street Economic Vitality	Sal Cumella, Preservation Planner Boards Staffed: HDC, Main Street – Design Council Review, TRC Review
Sylvie McCann Administrative Coordinator	Samantha Rogic Planning Technician	David Holley City Arborist

PROJECT NAME	LEAD	COMPLETION PROGRESS	DEADLINE	PRIORTY (1-10)	ESTIMATED EFFORT (TIME IN HOURS)	POTENTIAL RISKS & PROGRESS NOTES
INTERGOVERNMENTAL COORDINATION						
Island-wide Bicycle friendly re-designation application	Jacob		DEC 2020	8	60	Institutional knowledge from staff leaving County in April 2020 Needs formal establishment of steering committee and approach for annual review Determine any low hanging improvements which can be made to support bike network
Schools to Downtown trail (Hickory Street)	Jacob	10%		7	20	Conceptual Phase Further Review and Funding Needed
City Transportation Mobility Plan (inclusion in Nassau County plans?)	Kelly	90%	SPRING 2020	5	30	Revision to Interlocal agreement to establish incorporation as part of County Mobility Plan
Interlocal Agreement with NC Board of County Commissioners for annexation	Kelly	95%	MARCH 2020	2	15	Pending adoption by City and County by Resolution March 2020
Update ILA with Nassau County Property Appraiser for GIS services	Kelly	95%	MARCH 2020	3	5	Pending adoption by City and NCPA office March 2020
Update ILA with Nassau County School Board to establish policy for age restricted communities and de minimis impact	Kelly			2	10	Initial acknowledgement of need to amend, timing not defined
Search and compilation of all land use, zoning, development agreements, PUDs and conditional use deviations to document in GIS	Jacob	10%	DEC 2020	9	30	Legal support provided with research
URBAN FORESTRY						
Tree Master Plan and Planting Plan completed - Tree Canopy Analysis for baseline	Dave	75%	OVERDUE	1	60	Initial Plan submitted to PAB on 12/18 with draft tree protection revisions Pending changes from canopy analysis Review by departments needed to inform and update accordingly
Natives for invasive program	Dave	20%	MAY 2020	3	10-15 Hours Initial Set-up Only (ONGOING PROGRAM)	Program description and volunteers organized
Update and republish tree inventory online	Dave	ONGOING	SEPT 2020	6	20	Updated on an ongoing basis. Need to submit a current version to Nassau County GIS department.
Tree City USA- Annual Renewal	Dave	ONGOING	DEC 2020	4	10	End of year report. Dependent on expenditures from Streets, Parks, and Finance
Bosque Bello Tree Management Plan and Replacement Strategy	Sal	5%	JUN 2020	3	TBD	PENDING FUNDING. Estimate has been received and funding will be requested in 2020/2021FY budget

PLANNING & CONSERVATION: ACTION PLAN

FY 2019-20

Reporting Timeframe: January - March 2020

DEPARTMENT STAFF		
Kelly N. Gibson, AICP Planning & Conservation Director Boards Staffed: PAB	Jacob Platt, Senior Planner Boards Staffed: BOA, TRC Chair, Floodplain Management, Main Street Economic Vitality	Sal Cumella, Preservation Planner Boards Staffed: HDC, Main Street – Design Council Review, TRC Review
Sylvie McCann Administrative Coordinator	Samantha Rogic Planning Technician	David Holley City Arborist

PROJECT NAME	LEAD	COMPLETION PROGRESS	DEADLINE	PRIORTY (1-10)	ESTIMATED EFFORT (TIME IN HOURS)	POTENTIAL RISKS & PROGRESS NOTES
Arbor Day Plantings (State and National)	Dave	50%	APRIL 2020	1	30	MLK Center Plantings completed in January for Florida Arbor Day. Will celebrate National Arbor Day in April.
Tree Plantings at Peck Center and Emma Love Elementary School	Dave	50%	MARCH 2020	1	20	Waiting on school administration. Have been in contact periodically.
Tree Planting Downtown	Dave	20%	APRIL 2020	3	30	Replacement Strategy provided to Parks in August 2019. Several areas have received new plantings already. Plan will be implemented in stages & adjusted as needed.
Tree Planting on Hickory Street (unopened ROW at Greenway)	Dave	5%	DEC 2020	7	20	Lower priority. Other planting projects will be addressed first.
GENERAL ADMINISTRATION						
Update SOPs for EnerGov (Permits and Plans) with flow charts, SOP for Board procedures and post meeting	Sylvie	5%	JULY 2020	3	20	Interim process established Potential Change to different software system Pending information from EnerGov and updates
Annual Report	Kelly	100%	FEB 2020	1	30	
Determine Records Retention space needs and process	Sylvie			6		Partners: Clerk's Office
Determine process changes for receipt of performance and maintenance bonds on subdivisions	Sylvie			4	10	Partners: Finance, Legal, Clerk's Office
Update and republishing LDC online with changes from Spring 2019 captured	Sylvie	25%	FEB 2020	1	25	
Update Websites for ADA compliance and ease of information, eliminate unnecessary data - Primary focus on Trees, Historic District, LDC and Comp Plan	Sylvie	20%	JUNE 2020	2	60	Initial Compliance obtained for ADA, need to update information and page links Partners: IT
Development Projections for CIP	Kelly	5%	MARCH 2020	2	10	Partners: Finance