



**AGENDA
PLANNING ADVISORY BOARD
REGULAR MEETING (VIRTUAL)
JULY 8, 2020
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

*The Regular Planning Advisory Board 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. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MEETING MINUTES**
 - 3.1 June 10, 2020 Regular Meeting Minutes
- 4. OLD BUSINESS**
- 5. NEW BUSINESS**
 - 5.1 **PAB 2020-0006: NICK GILLETTE, SIMMONS 9, LLC, 400 SOUTH 8TH STREET**
Final Subdivision Plat for the property located at 400 S. 8th Street for 20 lot subdivision (via 10 duplexes) for Cottages at Amelia
 - 5.2 **Presentation of Evaluation and Appraisal Report (EAR) Amendments for Legislative Compliance:** The Northeast Florida Regional Council will present required amendments. Formal consideration of the amendments will occur on July 22, 2020. Amendments are available for review as part of this agenda item and on the City's Website at www.fbfl.us/EAR.
- 6. BOARD BUSINESS**
 - 6.1 Election of Chair and Vice Chair
 - 6.2 Board of Member Applications
- 7. STAFF REPORT**
 - 7.1 STATUS UPDATES: Monthly Planning Boards Meeting Tracker, Updated Planning Department Action Plan, List of LDC Revisions for Prioritizing, List of Routine Tasks handled by P&C, Planning Department Goals Sheet, CIP Letter Sent to CC, Tree Management Plan
- 8. PUBLIC COMMENT**
- 9. ADJOURNMENT**

THE NEXT PAB REGULAR MEETING IS SCHEDULED FOR AUGUST 12, 2020.

This will be conducted as a virtual meeting with restricted physical access. Written comments emailed to the Kelly Gibson, AICP (KGibson@fbfl.city) must be sent no later than 3 PM on July 8, 2020 and will be read aloud during the meeting. 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 July 8, 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 click the link below to join the webinar:

<https://zoom.us/j/96758804274?pwd=cWdPTGhvalVZeWUySUNzeTdUYTR4dz09>

Password: JULYPAB

Or iPhone one-tap :

US: +13017158592,,96758804274#,,,0#,,0667097# or
+13126266799,,96758804274#,,,0#,,0667097#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656 or +1 253 215 8782 or +1 346 248
7799 or +1 669 900 9128

Webinar ID: 967 5880 4274

Password: 0667097

International numbers available: <https://zoom.us/u/azteW3iMD>

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

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: Zoning Map Amendment < 10 Acres

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Submitted By: Shelley Pinkston, Planning Technician Date: June 12, 2020



**MINUTES
PLANNING ADVISORY BOARD
REGULAR MEETING (VIRTUAL)
WEDNESDAY, JUNE 10, 2020
5:00 PM**

The Regular Planning Advisory Board Meeting was held as a VIRTUAL MEETING with board members and City staff participating through video conferencing. This virtual meeting was 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

Call to order at 5:00

MEMBERS PRESENT VIRTUALLY

Richard Clark (Chair)

Mark Bennett

Jenny Schaffer (Alt 1)

Genece Minshew (Vice-Chair) (joined in at 5:18)

Peter Stevenson

Victoria Robas (Alt 2)

MEMBERS ABSENT:

OTHERS PRESENT PHYSICALLY

Tammi Bach, Board Attorney

Dale Martin, City Manager

Pauline Testagrove, Comptroller

Kelly Gibson, Planning Director

Sylvie McCann, Recording Secretary

2. PLEDGE OF ALLEGIANCE

Ms. Gibson explained the procedure of virtual meetings with restricted physical presence.

Member Robas asked about the amendment to the LDC regarding board appointment and voting for PAB members.

Ms. Gibson noted that with two members absent at this meeting, both alternates will be seated as voting members. She also mentioned that the LDC amendment in question needs to be presented to the City Commission for 2nd reading.

3. APPROVAL OF MEETING MINUTES

3.1 REVIEW AND APPROVAL OF MEETING FROM VIRTUAL HEARING ON THURSDAY, MAY 21, 2020.

ACTION TAKEN: A motion was made by Member Stevenson, seconded by Member Robas to approve the minutes as presented. Approval by raised hand was given unanimously, motion carried.

4. OLD BUSINESS

5. NEW BUSINESS

5.1 REVIEW OF PROPOSED FY 20-21 CAPITAL IMPROVEMENTS PLAN (CIP): CITY STAFF WILL BE AVAILABLE TO ADDRESS ANY QUESTION OF THE BOARD RELATED TO THEIR REVIEW OF THE FY 20-21 FIVE-YEAR CIP TO THE BOARD. (PRESENTATION ONLY – NO ACTION REQUIRED).

Member Robas asked about the vehicles proposed to be purchased.

Member Schaffer asked about the downtown boardwalk and waterfront improvement. Mr. Martin commented on budgeted items related to the waterfront projects and stated that forum outreach events should tentatively be announced for July 11 or July 18 to get public input.

Member Stevenson also commented on the waterfront improvement specifically the marina sea wall project for 2025.

Member Minshew joined in at 5:18.

Member Robas asked about capping the budget and inquired about revenue generation. She also asked if there were thoughts of possibly moving some projects to the following fiscal year. Mr. Martin commented that property value is still going up and spoke of future incoming tax revenue for this year.

Member Bennett asked about City facilities being used by County residents and if the City has reached out to the County regarding revenue sharing. He also inquired about TDC revenue sharing considering the additional hotels being built. Mr. Martin commented that the County is participating and contributing and that the TDC contributes to the County, not to the City directly.

Member Robas inquired about drainage issues at the junction of Sadler Road and S. 14th Street. Mr. Martin commented that S. 14th Street is a County Road.

Member Minshew asked about the consequences of County possibly not contributing to City expenses and also inquired about any known resale value analysis on City vehicle. She also spoke about the City owning a water truck in the past and the possibility to acquire one in the future.

Member Stevenson commented about tree gators and manual daily tree watering.

Member Robas asked about the Fleet Purchases handout document she received and its many acronyms.

Chair Clark commented that Tree Conservation Land is not mentioned in the CIP and that there should be a yearly allocation for it within the CIP. He also talked about beach walkovers and suggested building ramps instead of steps. He then spoke about funding for the future and how to address priorities A and B listed in the CIP. He also commented that there should be additional Marina improvement discussions and long term commitments and that recommendations should be made to the City Commission after these take place.

Member Minshew agreed that Tree Conservation Land items should be added to the CIP.

Member Schaffer commented on the Tree Conservation Land, beach ramps and the CIP formatting for clearer defined line items.

Member Stevenson commented that trees would not be defined as a capital item since it cannot be depreciated. Mr. Martin expanded on the different items that fit the CIP.

Public Comments were opened.

Mike Meadows, 2601 Via Del Rey, asked if the City was receiving bed tax. City Attorney answered in the negative and added that bed tax revenue is collected by the County. She added that according to Florida Law, the City cannot collect bed tax.

ACTION TAKEN: A motion was made by Member Robas, seconded by Vice-Chair Minshew, to pass all said comments in a letter form to the City Commission along with a recommendation for items pointed out including comments about Tree Conservation Land. Approval by raised hand being as follow:

Member Minshew	Aye
Member Bennett	Aye
Member Stevenson	Nay
Member Schaffer	Aye
Chair Clark	Aye

Motion Carried.

6. BOARD BUSINESS

6.2 UPDATE ON COMPREHENSIVE PLAN AND LAND DEVELOPMENT CODE (LDC) OVERALL REVISION – AT THE REQUEST OF CHAIR CLARK

Chair Clark commented on the next item and expanded on the importance of these documents and the processes to help craft the scope of services. Ms. Minshew clarified that a Steering Committee may be created which would present a recommendation to the City Manager and City Commission.

Member Bennett asked about the rewrite of the Comprehensive Plan and if the focus should only be on items that need attention.

Chair Clark spoke on the process of updating both the Comprehensive Plan and the Land Development Code and the advantage of updating both simultaneously.

Member Robas asked for Ms. Gibson's insight regarding legislative requirements regarding said items.

Ms. Gibson provided explanation about the request for revisions of both documents and the impact of Florida Legislative requirements. She also spoke about the EAR revisions. Ms. Gibson updated members that a Request For Qualifications has been posted June 5th and is now advertised on the City website. She mentioned that applicants would be making presentations to the PAB which presentations would tentatively be presented during the August 12, 2020 PAB Regular Meeting.

Chair Clark asked when this meeting's recommendation would take place. Ms. Gibson stated that the Leadership Committee would be formed after the August 12, 2020 meeting. The Review Committee has not been appointed yet and would probably include current and previous board members.

Member Stevenson agreed that more discussions and brainstorming needs to happen about this item. Member Minshew asked about the budget for this project. Ms. Gibson stated that the budget was set at \$250K for 2 years. Ms. Minshew also agreed that more board discussions should take place before sending a recommendation to the City Commission.

Chair Clark asked that a recent communication from Benjamin Morrison, member of the Historic District Council, be sent to all PAB board members. Member Bennett asked about the PAB being able to recommend amendments to the HDC guidelines and if this item can be added to the next agenda. Ms. Gibson noted that this would involve some research regarding Florida Legislation and to pursue this change in priority should come from the City Commission on this priority item.

Commissioner Lednovich, 1586 Canopy Drive, was recognized and commented about this raised HDC issue which was originally discussed during the May 27 HDC meeting, for a case relating to the Boat House project on S. 2nd

Street. Chair Clark agreed that a discussion should be added to the next PAB meeting regarding this concern.

Member Stevenson thanked Mr. Roland for his services over the years.

Ms. Gibson noted that there is only one applicant to fill the vacancy and said that a recommendation to the City Commission could be made if all board members are comfortable.

Member Minshew asked about the 2nd reading regarding the amendment to board appointments. City Attorney explained that ordinance approval would be effective immediately.

A motion was made by Member Stevenson, seconded by Member Minshew to defer the current PAB Applicant for the current board vacancy. Member Stevenson rescinded his motion.

A Motion was made by Member Bennett to forward the current PAB application to the City Commission for consideration. Approval by raised hand was taken as follow:

Member Bennett	Aye
Member Stevenson	Aye
Vice-Chair Minshew	Nay
Member Schaffer	Aye
Chair Clark	Aye

Motion carried.

7. STAFF REPORT

7.1 BOARDS-TRACKER – MONTHLY UPDATE

7.2 EAR REQUIRED COMPREHENSIVE PLAN AMENDMENTS – UPDATE (JULY MEETINGS)

Ms. Gibson gave an update regarding the EAR.

Member Robas asked for a calendar of events regarding upcoming meetings in July 2020. Ms. Gibson stated that July 8 and July 22 are slated for PAB related meetings.

Ms. Bach spoke of the upcoming end of virtual meetings according to the Governor's Executive Order coming to an end June 30th, 2020. She also explained future meeting format requiring quorum and the suggested physical attendance. Board members discussed other possibilities and other location to hold the meetings.

Chair Clark commented on the Board Tracker.

8. PUBLIC COMMENTS

Board Members expressed concerns with required physical presence for any future board meetings.

Chair Clark announced his resignation effective immediately and expressed thanks to all members for their commitment.

9. ADJOURNMENT AT 7:14 PM

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: Zoning Map Amendment < 10 Acres

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Date: June 24, 2020

Submitted By: Shelley Pinkston, Planning Technician



STAFF REPORT
PAB 2020-0006 (Final Plat)
Planning Advisory Board Hearing
July 8th, 2020

APPLICATION FOR FINAL PLAT
REPLAT A PORTION OF CITY BLOCK 134 – S. 8TH STREET

APPLICATION & SURROUNDING AREA INFORMATION:

OWNER/APPLICANT:	Simmons 9 LLC.				
AGENT:	Nick Gillette, P.E. Gillette & Associates, Inc.				
REQUESTED ACTION:	Replat a portion of City Block 134				
LOCATION:	Southeast corner of South 8 th and Date Street				
CURRENT ZONING:	MU-8				
CURRENT LAND USE:	8 th Street Mixed Use				
EXISTING USES ON SITE:	Vacant - Recently demolished Taylor Rental Buildings				
PROPERTY SIZE:	1.03 Acres				
ADJACENT PROPERTIES:	<u>Direction</u>	<u>Existing Use(s)</u>	<u>Year Built</u>	<u>Zoning</u>	<u>FLUM</u>
	North	Commercial	1986	MU-8	8 th Street MU
	South	Commercial	1950	MU-8	8 th Street MU
	East	Hope House & SFH	-	MU-8	8 th Street MU
	West	Commercial	-	MU-8	8 th Street MU

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

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is requesting final plat (replat) approval for a 20-lot townhome subdivision. The redevelopment of the site will consist of ten, two-unit buildings with rear loaded garage access via a singular shared driveway off Date Street. The Cottages at Amelia replat is the first infill redevelopment project along the 8th Street corridor. The 8th Street Small Area Mixed Use Land Use designation was created in 2016 after years of discussion around creating a vibrant mixed-use corridor for the gateway into downtown Fernandina Beach. Additional background data on the efforts to revitalize 8th Street and the 8th Street Small Area Plan may be found on the City's website at www.fbfl.us/8thStreet.

CONSISTENCY WITH THE COMPREHENSIVE PLAN:

Policy 1.02.02. The approval of all development shall be subject to the availability of adequate levels of service for all facilities and services that are subject to concurrency management requirements.

Policy 1.02.03. The City shall ensure that the location, scale, timing, and design of development is coordinated with the availability of public facilities and services. The City seeks to ensure compact development patterns that integrate neighborhood and commercial activities and promote connectivity through the use of sidewalks, bike lanes and alternative low-speed shared-use vehicle paths in order to achieve a reduction in vehicular trips on arterial roadways. The purpose of this policy is to prevent the proliferation of urban sprawl and to achieve cost effective and energy efficient land development patterns and avoid or eliminate existing patterns that may be described as: described below.



STAFF REPORT
PAB 2020-0006 (Final Plat)
Planning Advisory Board Hearing
July 8th, 2020

- a. No Areas of urban development or uses, which are not functionally related to land uses which predominate the adjacent area;
- b. No Areas of urban development or uses which fail to maximize the use of existing public facilities;
- c. No Areas of urban development or uses which fail to use areas within which public services are currently provided; and
- d. No Leapfrog/scattered development or ribbon/strip commercial development patterns.

Policy 1.07.08 8th Street Small Area Mixed Use (MU8)

It is the purpose of the 8th Street Small Area Mixed Use land use category to provide flexible land use and design that promotes pedestrian-level activity. The MU8 land use is intended to promote the 8th Street corridor as a thriving gateway to the historic downtown of Fernandina. The only area where the 8th Street small area land use (MU8) is permissible are those properties located along the southern half (1/2) of the Ash Street Block extending to non-historic district properties on the fronting Beech Street and along the eastern half (1/2) block of 9th Street on the northern extent of the corridor. Then, extending along eastern half block of 8th Street to the western half block of 9th Street between Beech Street and properties just south of Cedar Street and continuing along the eastern half block of 8th Street to the western half block of 9th Street between Cedar Street and Fir Street. Finally, extending south on Fir Street for the entire block width between 7th and the western half block of 9th Street, terminating at Lime Street.

- A. This district provides for integrated or stand-alone commercial retail, offices, housing, and civic uses. Convenient access to transit opportunities, innovative housing options, and pedestrian-oriented design are key considerations in the redevelopment of these areas.
- B. Warehouse storage and heavy industrial uses shall not be permissible within this land use category.
- C. Uses allowable within the MU8 land use category recognizes the desire to maintain commercial development while integrating residential allowances to fulfill market demand for housing needs and to provide commercial services easily accessible to residents within the area.
- D. The maximum density is up to 18 units per acre.
- E. The maximum intensity of non-residential development shall not exceed a FAR of 2.0.

Policy 4.01.01. The following level of service standards are hereby adopted, and shall be used as the basis for determining the availability of facility capacity and the demand generated by a development.

Facility/Service Area	Level of Service Standard
Wastewater Treatment System	300 gallons per day per ERU (Equivalent Residential Unit)
Solid Waste Facilities	Average Solid Waste Generation Rate: 5.9 pounds per capita per day
Stormwater Management Facilities	See Policy 4.02.01
Potable Water Facilities	Water Allocation Level of Service: 350 gallons per day per ERU (Equivalent Residential Unit)
Fire-Rescue Services	240-second travel time to 90% of the incidents (EMS with AED or BLS) & 480-second travel time to 90% of the incidents (ALS Response)



STAFF REPORT
PAB 2020-0006 (Final Plat)
Planning Advisory Board Hearing
July 8th, 2020

**Police and Law
Enforcement Services**

Response Time: 3 minutes or less for emergency calls and 7 minutes or less for non-emergency calls.

Policy 10.08.05. The City Shall only issue a concurrency approval for a subdivision plat or site plan for residential development where:

- a. The School District's findings indicate adequate school facilities will be in place or under actual construction in the affected concurrency service area (CSA) within three (3) years after the issuance of the subdivision plat or site plan for each level of school; or**
- b. Adequate school facilities are available in a contiguous CSA as listed in Table 10-2, or under actual construction within three (3) years and the impacts of development can be shifted to that area. If capacity exists in more than one CSA or school within a CSA, the School District shall determine where the impact shall be shifted; or**
- c. The developer executes a legally binding commitment to provide mitigation proportionate to the demand for public school facilities to be created by the actual development of the property subject to the final plat or site plan, as provided in the policies under Objective 10.09.**

The proposed development is consistent with the Comprehensive Plan's direction for compact urban development which maximizes the use of existing public facilities. The proposed townhome units comply with the City's definition of "Net Density" and are a permissible housing type in the Land Development Code. The 8th Street Mixed Use district was intended to be flexible and allow for standalone residential development as is proposed with Cottages at Amelia.

The City has five public facilities that have adopted levels of service: Transportation, Water, Sewer, Drainage, and Solid Waste. Compliance with these levels of services have been reviewed and confirmed by the City's Technical Review Committee. All public facilities and services are currently available to the development and each of those services can be maintained. The Nassau County School District entered a Public School Concurrency Proportionate Share Mitigation Agreement with Simmons 8, LLC fulfilling the requirements of Policy 10.08.05. Public facilities were evaluated as part of the Future Land Use Map and Zoning Map changes in 2016 to determine the City's ability to serve the proposed residential density and commercial intensities as consistent with established Level of Service (LOS) standards.

CONSISTENCY WITH THE LAND DEVELOPMENT CODE:

4.02.06 Specific Standards for Townhouse Development

- A. Townhouse development shall comply with the density of the zoning district in which it is proposed. The additional standards set forth in this section shall apply to all townhouse development.**
- B. Side yard setback requirements do not apply to interior lot lines.**
- C. A townhouse is a single-family attached dwelling unit. It is contiguous to adjacent units by a common wall.**
- D. There shall be at least two (2) but not more than six (6) units in one (1) building.**
- E. Each townhouse dwelling unit shall have a direct entrance to the outside, and shall not open to a common lobby, hallway, foyer, or other similar space.**
- F. Where all lots, parcels, and dwelling units are under common ownership, there shall be a management plan to demonstrate unified control and management of common areas and facilities.**
- G. Where common open space, recreation facilities, or other accessory structures or facilities are proposed, sidewalks or pedestrian paths shall be provided to connect buildings, parking lots, open space, and common areas.**



**STAFF REPORT
PAB 2020-0006 (Final Plat)
Planning Advisory Board Hearing
July 8th, 2020**

11.01.05 Requirements for Subdivision Plats (Preliminary and Final)

- A. A preliminary subdivision plat shall be required when new streets, water lines, and sewer lines are required; when three or more residential lots are created; and where one nonresidential lot is created or proposed for development. Where new streets, water lines, and sewer lines are not required, the preliminary and final plat may be combined into a single submittal. A preliminary plat provides for a complete review of technical data and preliminary engineering drawings prior to completion of the final plat for recording.**
- B. In addition to the information required in Section 11.01.03, all applications for preliminary subdivision plat approval shall contain the following information:**
- 1. The name, addresses, telephone number, facsimile number, and email address of the person preparing the plat.**
 - 2. The date of preparation and date(s) of any modifications, a north arrow, and a written and graphic scale.**
 - 3. The proposed name of the subdivision.**
 - 4. Development specifications for the tract: area, proposed number and layout of lots and blocks, location, names, and widths of proposed roadways, consistent with this LDC and the Future Transportation Circulation Map of the Comprehensive Plan.**
 - 5. All contiguous properties shall be identified by subdivision title, plat book and page, or, if un-platted, the land shall be so designated, and otherwise identified.**
 - 6. Location of land to be dedicated or reserved for public use for rights-of-way, streets, sidewalks, bike trails, pedestrian trails, easements, schools, parks, open spaces, or other public uses. Proposed street names shall be included.**
 - 7. Locations of utilities, utility service, connections to existing utility facilities, and easements necessary to provide access to the utility facilities for maintenance or other activity.**
 - 8. Location of the nearest available public water supply and wastewater disposal system.**
 - 9. A topographic survey, soils report, grading plan, and an erosion control plan.**
 - 10. Existing surface water bodies, wetlands, streams, and canals, including the location of the mean high water line for each feature.**
 - 11. A preliminary surface drainage plan showing direction of flow and methods of stormwater retention.**
 - 12. A floodplain map indicating areas subject to inundation and high groundwater levels up to a 100-year flood classification and establishing a base flood elevation for all proposed lots within the subdivision.**
 - 13. A tree survey showing protected trees, proposed replacement trees, if required, and landscaping and buffering.**

The proposal is consistent the townhouse and subdivision requirements of the Land Development Code. The preliminary plat (site plan/engineering) was combined with the final plat application because the proposed development fronts existing public streets including a primary arterial road locally known as S. 8th Street. The development has access to existing water and sewer lines. No new infrastructure is required to service the development and no additional public rights-of-way are considered for dedication to the City. Individual lots will have access from S. 8th Street, S. 9th Street however vehicular access is from a single point of entry on Dade Street. This development pattern enables less curb cuts on existing rights-of-way. The Final Plat has been reviewed for technical compliance and received final sign off from the Technical Review Committee on June 24th, 2020.



STAFF REPORT
PAB 2020-0006 (Final Plat)
Planning Advisory Board Hearing
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CONCLUSION:

The requested Final Plat (replat) is consistent with the City's Comprehensive Plan and Land Development Code; therefore, staff recommends approval.

Following the recommendation of the Planning Advisory Board (PAB), the final plat will move forward to the City Commission for consideration. Upon approval, the final plat is recorded with the Nassau County Clerk of Court at which time vertical construction can commence.

MOTION(S) TO CONSIDER: I move to recommend (**approval or denial**) of PAB case number 2020-0006 to the City Commission, requesting that the "Cottages at Amelia" Final Plat be (**approved or Denied**), and that PAB case 2020-0006, as presented, (**is or is not**) sufficiently compliant with the Comprehensive Plan and Land Development Code to be approved at this time.

Submitted by:

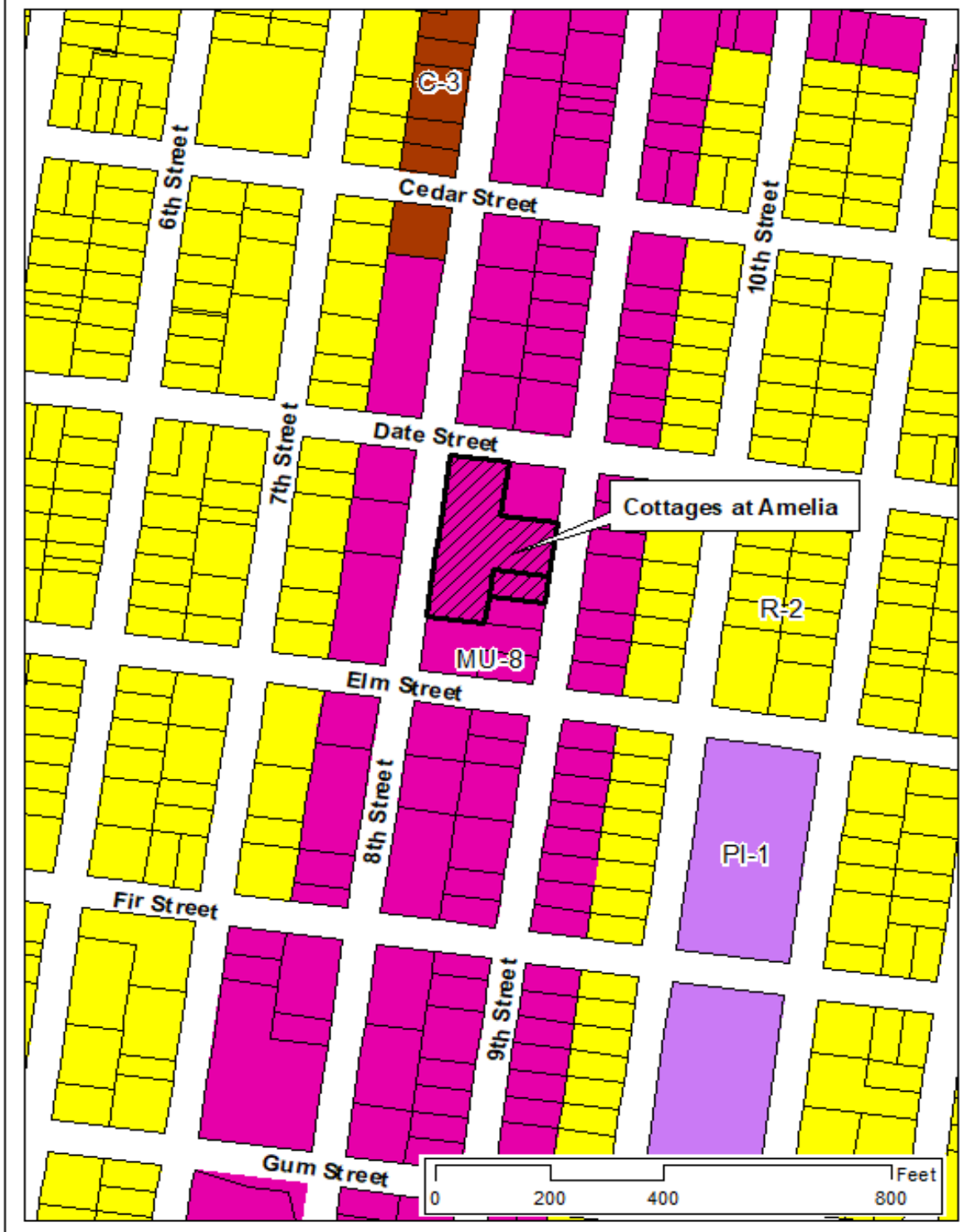
A handwritten signature in blue ink, appearing to read "J. Platt", is written over a horizontal line.

Jacob M. Platt,
Senior Planner



STAFF REPORT
PAB 2020-0006 (Final Plat)
Planning Advisory Board Hearing
July 8th, 2020

PAB 2020-0006 Cottages at Amelia Final Plat





Civil & Environmental Engineering • Mechanical & Structural Engineering • Construction Management

June 9, 2020

Ms. Kelly Gibson, AICP
Director of Planning & Conservation
City of Fernandina Beach
204 Ash Street
Fernandina Beach, Florida 32034

**Re: Synopsis Letter
Cottages at Amelia**

Dear Ms. Gibson,

The intent of this application is to submit the attached plat and associated application for the above referenced project. The attached plat and application reflect the intent to construct a twenty (20) lot subdivision via 10 (ten) duplexes.

The onsite building demolition is completed, and we are hopeful to finish the TRC review shortly. We have also accepted the proportionate fair share offer by the Nassau County School Board and executed their agreement document for processing.

Thank you for your time and consideration on this application and please feel free to contact me with any questions that you may have.

Sincerely,

Nick Gillette, P.E.
Gillette & Associates, Inc.

LEGAL DESCRIPTION (CAPTIONED LAND):

ALL THAT CERTAIN LOT, PIECE OR PARCEL OF LAND SITUATE, LYING AND BEING IN THE CITY OF FERNANDINA BEACH, COUNTY OF NASSAU AND STATE OF FLORIDA AND BEING FURTHER DESCRIBED AS FOLLOWS:

ALL OF THOSE CERTAIN LOTS, PIECES OR PARCELS OF LAND SITUATE, LYING AND BEING IN THE CITY OF FERNANDINA BEACH (FORMERLY CITY OF FERNANDINA)COUNTY OF NASSAU AND STATE OF FLORIDA AND MORE PARTICULARLY DESCRIBED 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), AS:

ALL OF LOTS ONE (1), TWO (2), THREE (3) AND SEVEN (7) AND THE NORTH ONE-HALF (1/2) OF LOT SIX (6) IN BLOCK ONE HUNDRED THIRTY-FOUR (134).

COUNTY TAX COLLECTOR CERTIFICATE

TAX IDENTIFICATION NUMBERS – 00-00-31-1800-0134-0010 & 00-00-31-1800-0134-0061

I, THE UNDERSIGNED, DO HEREBY AFFIRM THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, THERE ARE NO UNPAID REAL PROPERTY TAXES APPLICABLE TO THE LANDS SUBJECT TO THIS PLAT:

SIGNED THIS _____ DAY OF _____, A.D. 2020.

TAX COLLECTOR
NASSAU COUNTY, FLORIDA

MAYOR CERTIFICATE:

THIS PLAT HAS BEEN EXAMINED AND IS HEREBY ACCEPTED AND APPROVED BY THE CITY COMMISSION OF FERNANDINA BEACH, NASSAU COUNTY, FLORIDA, PURSUANT TO A RESOLUTION OF SAID COMMISSION ADOPTED THIS _____ DAY OF _____, A.D., 2020.

BY: _____ ATTEST: _____
MAYOR CITY CLERK

APPROVED FOR THE RECORD:

THIS IS TO CERTIFY THAT THIS PLAT HAS BEEN APPROVED BY THE CITY MANAGER OF THE CITY OF FERNANDINA BEACH, NASSAU COUNTY, FLORIDA. WITNESS BY SIGNATURE THIS DAY _____ OF _____, A.D., 2020.

CITY MANAGER

DIRECTOR OF EMERGENCY SERVICES CERTIFICATE

THIS IS TO CERTIFY THAT THE ABOVE PLAT HAS BEEN APPROVED BY THE DIRECTOR OF EMERGENCY SERVICES OF THE CITY OF FERNANDINA BEACH, FLORIDA

THIS _____ DAY OF _____, A.D. 2020.

DIRECTOR OF EMERGENCY SERVICES

CLERK'S CERTIFICATE

I HEREBY CERTIFY THAT THIS PLAT HAS BEEN EXAMINED AND THAT IT COMPLIES IN FORM WITH CHAPTER 177.061, FLORIDA STATUTES, AND IS FILED FOR RECORD IN OFFICIAL RECORDS BOOK _____ PAGE _____ OF THE PUBLIC RECORDS OF NASSAU COUNTY, FLORIDA.

THIS _____ DAY OF _____, A.D. 2020.

CLERK OF THE CIRCUIT COURT

ZONING CERTIFICATION

I HEREBY CERTIFY THAT THIS PLAT HAS BEEN EXAMINED BY ME AND IS IN COMPLIANCE WITH THE ZONING RULES AND REGULATIONS OF THE CITY OF FERNANDINA BEACH, NASSAU COUNTY, FLORIDA, CURRENTLY IN EFFECT.

THIS _____ DAY OF _____, A.D. 2020.

DIRECTOR OF PLANNING

CERTIFICATE OF REVIEW BY COUNTY EMPLOYED / CONTRACTED SURVEYOR

I HEREBY CERTIFY THAT I HAVE REVIEWED THIS PLAT FOR CONFORMITY TO CHAPTER 177, F.S., AND THAT I AM EMPLOYED BY OR UNDER CONTRACT TO THE APPROPRIATE LOCAL GOVERNING BODY AND ACTING HERETO AS AN AGENT THEREOF. THIS LIMITED CERTIFICATION AS TO FACIAL CONFORMITY WITH THE REQUIREMENTS OF CHAPTER 177, F.S., IS NOT INTENDED TO BE AND SHOULD NOT BE CONSTRUED AS A CERTIFICATION OF THE ACCURACY OR QUALITY OF THE SURVEYING / MAPPING REFLECTED ON THIS PLAT.

SURVEYOR / MAPPER DATE

FLORIDA REGISTRATION NO.: _____

SURVEYOR'S CERTIFICATE

THIS IS TO CERTIFY THAT THIS PLAT IS A TRUE AND CORRECT REPRESENTATION OF THE LANDS SURVEYED, PLATTED AND DESCRIBED IN THE CAPTION; THAT THE SURVEY WAS MADE UNDER MY RESPONSIBLE DIRECTION AND SUPERVISION; THAT THE SURVEY DATA COMPLIES WITH ALL THE REQUIREMENTS OF CHAPTER 177, FLORIDA STATUTES; THAT THE SURVEY AND LEGAL DESCRIPTION ARE ACCURATE; THAT PERMANENT REFERENCE MONUMENTS (P.R.M.'s) HAVE BEEN SET ACCORDING TO CHAPTER 177.091 (2); AND THAT PERMANENT CONTROL POINTS (P.C.P.'s) WILL BE SET ACCORDING TO THE CHAPTER 177.091 (8); ALL ACCORDING TO THE LAWS OF THE STATE OF FLORIDA AND NASSAU COUNTY.

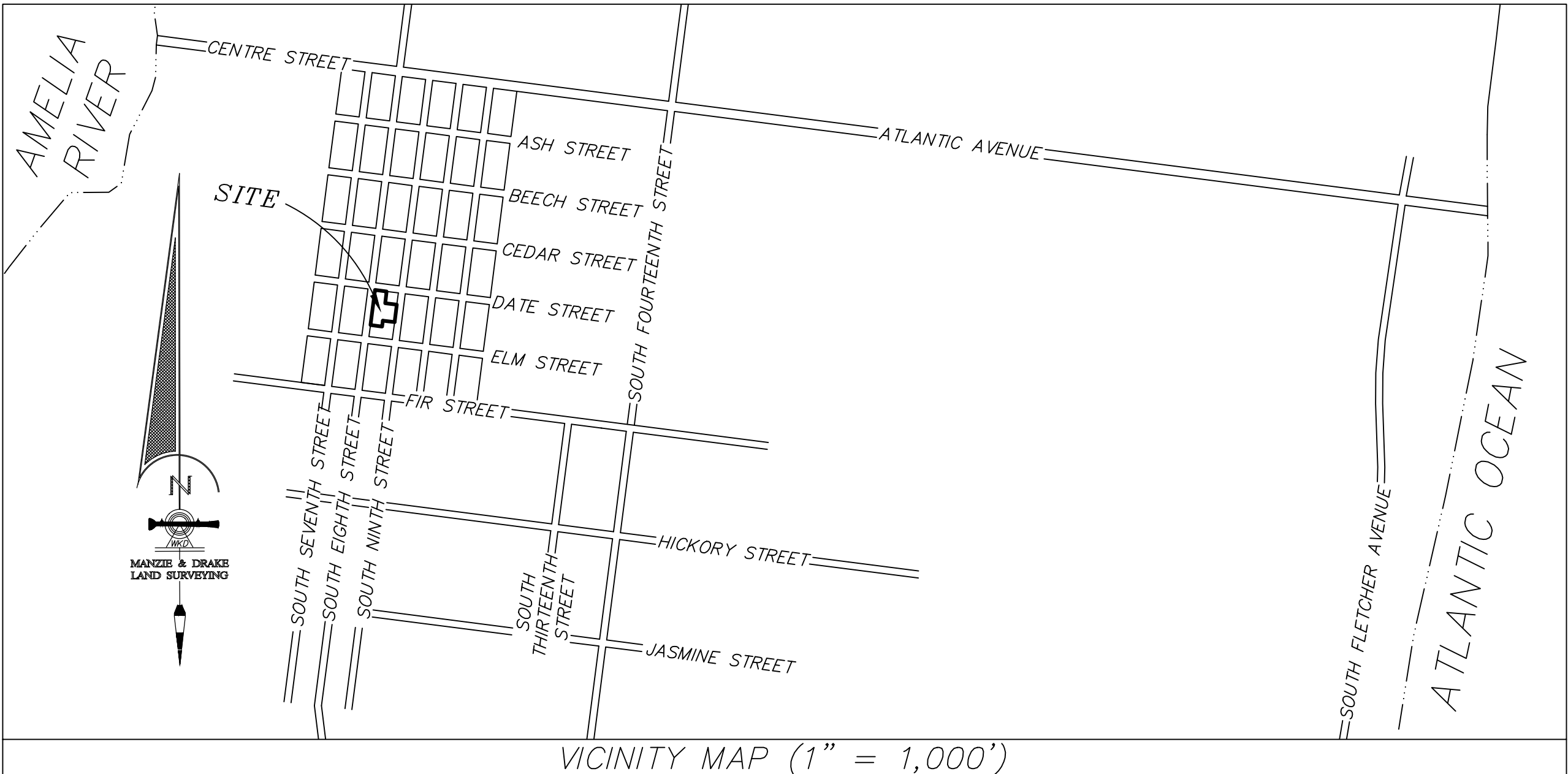
THIS _____ DAY OF _____, A.D. 2020.

MICHAEL A. MANZIE, P.L.S.
FLORIDA CERTIFICATE No. 4069

MANZIE & DRAKE LAND SURVEYING
117 SOUTH 9TH STREET
FERNANDINA BEACH, FL 32034
CERTIFICATE OF AUTHORIZATION NUMBER "LB 7039"

COTTAGES AT AMELIA

A REPLAT OF LOTS 1, 2, 3, 7 AND THE NORTH ONE-HALF OF LOT 6, IN BLOCK 134, THE CITY OF FERNANDINA BEACH (FORMERLY NAMED FERNANDINA), NASSAU COUNTY, FLORIDA, AS SHOWN ON 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), BEING A PORTION OF SECTIONS 15, 26, 27 AND 28, TOWNSHIP 3 NORTH, RANGE 28 EAST, CITY OF FERNANDINA BEACH, NASSAU COUNTY, FLORIDA.



ADOPTION AND DEDICATION

THIS IS TO CERTIFY THAT THE UNDERSIGNED, "SIMMONS 9, LLC" IS THE LAWFUL OWNER OF THE LAND DESCRIBED IN THE CAPTION HEREON WHICH SHALL HEREAFTER BE KNOWN AS "COTTAGES AT AMELIA", AND THAT IT HAS CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED AND THAT THIS PLAT, MADE IN ACCORDANCE WITH SAID SURVEY IS HEREBY ADOPTED AS THE TRUE AND CORRECT PLAT OF SAID LAND.

IN WITNESS WHEREOF, OWNER HAS CAUSED THIS PLAT AND DEDICATION TO BE EXECUTED BY ITS DULY ELECTED OFFICERS ACTING BY AND WITH THE AUTHORITY OF THE BOARD OF DIRECTORS.

THE 22-FOOT ALLEY RIGHT-OF-WAY (COTTAGES AT AMELIA DRIVE), EASEMENTS, AND PUBLIC AREAS SHOWN ON THIS PLAT ARE RETAINED BY THE OWNER FOR THE USES AND PURPOSES THEREON STATED AND SHALL BE THE PERPETUAL MAINTENANCE OBLIGATION OF "COTTAGES AT AMELIA HOMEOWNERS ASSOCIATION, INC".

TRACT "A" (POND & OPEN SPACE TRACT) IS HEREBY DEDICATED TO AND SHALL BE THE PERPETUAL MAINTENANCE OBLIGATION OF "COTTAGES AT AMELIA HOMEOWNERS ASSOCIATION, INC".

THE OWNER(S) HEREBY AND IRREVOCABLY AND WITHOUT RESERVATION DEDICATED TO FLORIDA PUBLIC UTILITIES (FPU), IT'S SUCCESSORS AND ASSIGNS, EASEMENTS OVER AND UPON, AND UNDER ALL ROAD RIGHTS OF WAY DESIGNATED HEREON, FOR ITS NON-EXCLUSIVE USE IN CONJUNCTION WITH THE INSTALLATION, MAINTENANCE, AND USE OF FPL UTILITIES, TOGETHER WITH THE RIGHTS OF FLORIDA PUBLIC UTILITIES (FPU), IT'S SUCCESSORS OR ASSIGNS, TO INGRESS AND EGRESS OVER AND UPON THOSE ROADWAYS FOR ITS NON-EXCLUSIVE USE IN CONJUNCTION WITH THE INSTALLATION, MAINTENANCE, AND USE OF ITS UTILITY SYSTEMS IN EASEMENTS ADJACENT TO THOSE ROAD RIGHTS OF WAY.

A BLANKET EASEMENT OVER THE 22-FOOT ALLEY RIGHT-OF-WAY IS HEREBY DEDICATED TO THE CITY OF FERNANDINA BEACH FOR UTILITY MAINTENANCE.

A 7.5 FOOT UTILITY EASEMENT IS PRESENT ALONG THE INTERNAL ALLEY RIGHT-OF-WAY AND IS HEREBY DEDICATED TO AND SHALL BE THE PERPETUAL MAINTENANCE OBLIGATION OF "COTTAGES AT AMELIA HOMEOWNERS ASSOCIATION, INC".

FLORIDA PUBLIC UTILITIES AND ITS SUCCESSORS AND ASSIGNS ARE HEREBY IRREVOCABLY DEDICATED A FIVE FOOT EASEMENT ALONG THE REAR OF EACH LOT AND TRACT FOR ITS USE IN CONJUNCTION WITH ITS UNDERGROUND ELECTRICAL DISTRIBUTION SYSTEM.

SIMMONS 9, LLC.

OWNER INFORMATION

WITNESS _____ JAY MOCK

PRINT OR TYPE NAME _____

MANAGING MEMBER

WITNESS _____

PRINT OR TYPE NAME _____

STATE OF FLORIDA
COUNTY OF _____

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY MEANS OF
☐ PHYSICAL PRESENCE OR ☐ ONLINE NOTARIZATION, THIS ____ DAY OF _____, 2020 BY
_____, AS _____, WHO PRODUCED
_____, AS IDENTIFICATION OR WHO IS PERSONALLY KNOWN.

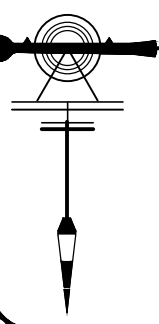
NOTARY PUBLIC – STATE OF FLORIDA
PRINT NAME: _____
MY COMMISSION NUMBER: _____
MY COMMISSION EXPIRES: _____

LEGEND

P.L.S. = PROFESSIONAL LAND SURVEYOR
LB = LICENSED BUSINESS
SQ. FT. = SQUARE FEET
N.A.V.D. = NORTH AMERICAN VERTICAL DATUM
F.P.U.E. = FLORIDA POWER UTILITIES EASEMENT
(BR) = BEARING REFERENCE
W.S.G.U.E. = WATER/SEWER/GAS UTILITY EASEMENT
D.E. = DRAINAGE EASEMENT

SURVEYOR'S NOTES

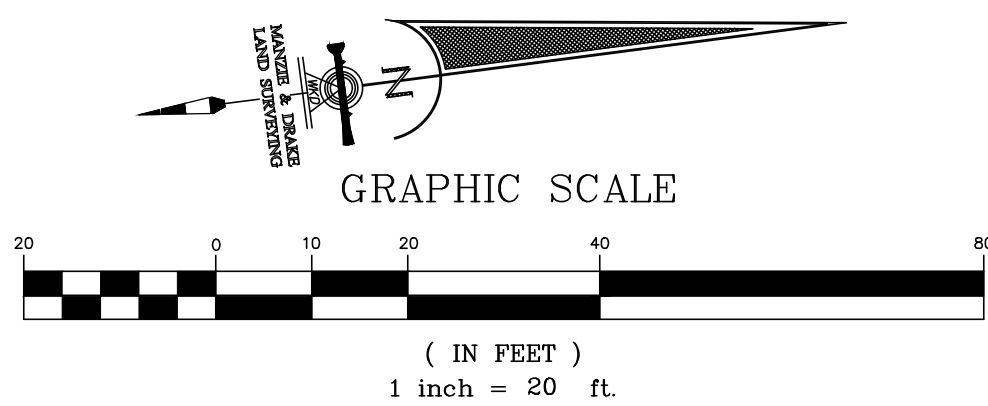
- 1.) ☐ DENOTES PERMANENT REFERENCE MONUMENT (P.R.M.) (5/8" IRON ROD & CAP) SET WITH IDENTIFICATION "PRM LB 7039".
☒ DENOTES PERMANENT CONTROL POINT (P.C.P.) SET WITH IDENTIFICATION "LB 7039".
- 2.) 43,560 SQ. FT. DENOTES LOT SQUARE FOOTAGE (GROSS AND NET).
- 3.) BEARINGS SHOWN HEREON ARE BASED ON AN ASSUMED BEARING OF N0728'00"E FOR THE WESTERLY RIGHT-OF-WAY LINE OF SOUTH NINTH STREET. THE BEARING REFERENCE LINE IS SHOWN HEREON AS (BR).
- 4.) ELEVATIONS SHOWN HEREON ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (N.A.V.D. 1988).
- 5.) THE PROPERTY SHOWN HEREON LIES WITHIN FLOOD ZONE "X" AS PER F.E.M.A. FLOOD INSURANCE RATE MAP, PANEL 12089C-0237-G, DATED 08/02/2017. FLOOD ZONE INFORMATION LISTED 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 THE CERTIFICATION HEREON AND IS NOT REQUIRED TO BE SHOWN PER CHAPTER 177 FLORIDA STATUTES. THE FLOOD ZONE DETERMINATION NOTED HEREON MAY BE SUPERSEDED AND/OR REDEFINED FROM TIME TO TIME BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY (F.E.M.A.) OR BY THE APPROPRIATE LOCAL GOVERNMENTAL BODY.
- 6.) THE CURRENT ZONING FOR THE LANDS SHOWN ON THIS PLAT AS OF THE DATE OF RECORDING IS "MU-8". BUILDING SETBACK REQUIREMENTS FOR THIS SUBDIVISION ZONED "MU-8 VARY BASED ON THE SPECIFIC STANDARDS IN SECTION 4.03.03 PER THE CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE EFFECTIVE: OCTOBER 1, 2006 BY ORDINANCE 2006-14 THERE MAY BE MORE RESTRICTIVE BUILDING RESTRICTIONS AND SET BACKS RECORDED AFTER THE RECORDING OF THIS PLAT UNDER SEPARATE DOCUMENTS IN THE PUBLIC RECORDS OF NASSAU COUNTY, FLORIDA.
- 7.) THE LANDS SHOWN HEREON ARE LOCATED WITHIN STORM SURGE CATEGORY "5", AS SCALED FROM THE NASSAU COUNTY "STORM SURGE" MAP LOCATED ON THE NASSAU COUNTY PROPERTY APPRAISER'S GIS WEBSITE UNDER THE "PUBLIC SAFETY" SECTION (SCALED 05/31/202).
- 8.) ALL LOT LINES INTERSECTING CURVES ARE NON-RADIAL UNLESS OTHERWISE NOTED
- 9.) LOTS SHOWN HEREON ARE INTENDED FOR RESIDENTIAL PURPOSES.
- 10.) NOTICE: THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPERPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.
- 11.) ALL PLATTED UTILITY EASEMENTS SHALL PROVIDE THAT SUCH EASEMENTS SHALL ALSO BE EASEMENTS FOR THE CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES; PROVIDED, HOWEVER, NO SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES SHALL INTERFERE WITH THE FACILITIES AND SERVICES OF AN ELECTRIC, TELEPHONE, GAS, OR OTHER PUBLIC UTILITY. IN THE EVENT A CABLE TELEVISION COMPANY DAMAGES THE FACILITIES OF A PUBLIC UTILITY, IT SHALL BE SOLELY RESPONSIBLE FOR THE DAMAGES. THIS SECTION SHALL NOT APPLY TO THOSE PRIVATE EASEMENTS GRANTED TO OR OBTAINED BY A PARTICULAR ELECTRIC, TELEPHONE, GAS, OR OTHER PUBLIC UTILITY. SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION SHALL COMPLY WITH THE NATIONAL ELECTRICAL SAFETY CODE AS ADOPTED BY THE FLORIDA PUBLIC SERVICE COMMISSION.
- 12.) NO FURTHER SUBDIVISION OF LOTS IS ALLOWED UNLESS SUCH SUBDIVISION CONFORMS TO NASSAU COUNTY SUBDIVISION REGULATIONS AND BE APPROVED BY THE NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS.
- 13.) TOTAL NUMBER OF LOTS: (20); TRACTS: (1)



MANZIE & DRAKE LAND SURVEYING

117 South Ninth Street, Fernandina Beach, FL 32034
(904) 491-5700 www.ManzieAndDrake.com
Certificate of Authorization Number "LB 7039"
"OUR SIGHTS ARE ON THE FUTURE,
SET YOUR SITES ON US."





COTTAGES AT AMELIA

A REPLAT OF LOTS 1, 2, 3, 7 AND THE NORTH ONE-HALF OF LOT 6, IN BLOCK 134, THE CITY OF FERNANDINA BEACH (FORMERLY NAMED FERNANDINA), NASSAU COUNTY, FLORIDA, AS SHOWN ON 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), BEING A PORTION OF SECTIONS 15, 26, 27 AND 28, TOWNSHIP 3 NORTH, RANGE 28 EAST, CITY OF FERNANDINA BEACH, NASSAU COUNTY, FLORIDA.

OFFICIAL RECORDS BOOK_____ PAGE_____

SHEET 2 OF 2 SHEETS

SOUTH EIGHTH STREET

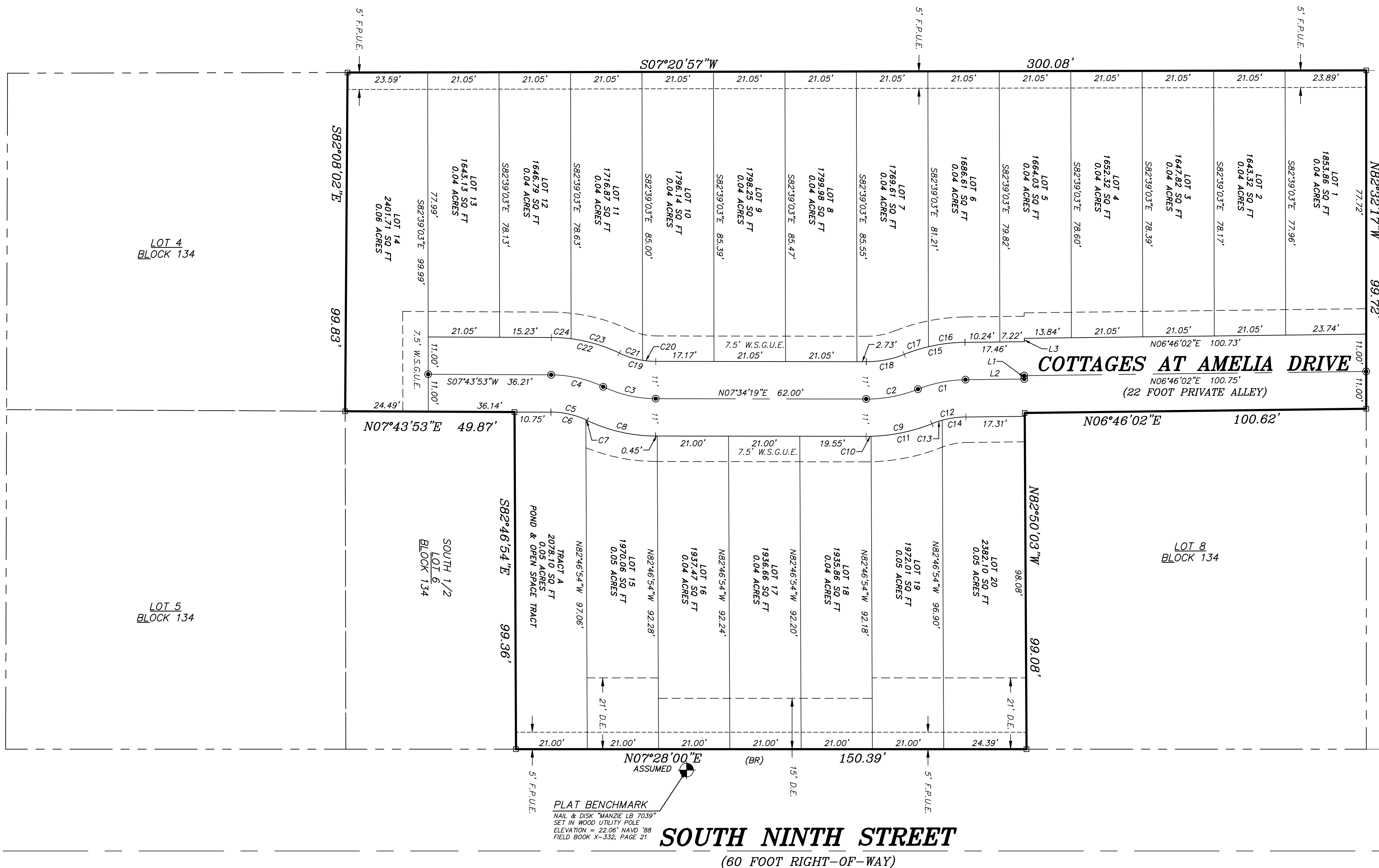
(60 FOOT RIGHT-OF-WAY)

ELM STREET

(60 FOOT RIGHT-OF-WAY)

DATE STREET

(60 FOOT RIGHT-OF-WAY)



LINE TABLE		
LINE	BEARING	LENGTH
L1	S82°50'03"E	1.00'
L2	N6°46'02"E	17.31'
L3	S82°50'03"E	1.00'

CURVE TABLE					
CURVE	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD DISTANCE
C1	14.34'	39.00'	21°04'10"	S3°46'03"E	14.26'
C2	15.65'	41.00'	21°52'27"	N3°21'55"W	15.56'
C3	15.97'	36.00'	25°25'09"	N20°16'53"E	15.84'
C4	15.87'	36.00'	25°15'35"	S20°21'40"W	15.74'
C5	11.02'	25.00'	25°15'35"	S20°21'40"W	10.93'
C6	10.58'	25.00'	24°14'42"	S19°51'13"W	10.50'
C7	0.44'	25.00'	1°00'54"	S32°29'01"W	0.44'
C8	20.85'	47.00'	25°25'09"	N20°16'53"E	20.68'
C9	19.85'	52.00'	21°52'27"	N3°21'55"W	19.73'
C10	1.45'	52.00'	1°36'11"	N6°46'13"E	1.45'
C11	18.40'	52.00'	20°16'16"	N4°10'00"W	18.30'
C12	10.30'	28.00'	21°04'10"	S3°46'03"E	10.24'
C13	3.22'	28.00'	6°35'33"	S11°00'22"E	3.22'
C14	7.07'	28.00'	14°28'37"	S0°28'17"E	7.06'
C15	18.39'	50.00'	21°04'10"	S3°46'03"E	18.28'
C16	10.91'	50.00'	12°29'49"	S0°31'07"W	10.88'
C17	7.48'	50.00'	8°34'21"	S10°00'58"E	7.47'
C18	11.45'	30.00'	21°52'27"	N3°21'55"W	11.38'
C19	11.09'	25.00'	25°25'09"	N20°16'53"E	11.00'
C20	3.90'	25.00'	8°56'06"	N12°02'22"E	3.89'
C21	7.19'	25.00'	16°29'03"	N24°44'56"E	7.17'
C22	20.72'	47.00'	25°15'35"	S20°21'40"W	20.55'
C23	14.89'	47.00'	18°08'57"	S23°54'59"W	14.83'
C24	5.83'	47.00'	7°06'38"	S11°17'12"W	5.83'

MANZIE & DRAKE LAND SURVEYING

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(904) 491-5700 www.ManzieAndDrake.com

Certificate of Authorization Number "LB 7039"

"OUR **SIGHTS** ARE ON THE FUTURE,
SET YOUR **SITES** ON US."

Print

Planning Advisory Board (PAB) - Submission #5368

Date Submitted: 6/9/2020

Planning Advisory Board (PAB) Application

USE THIS FORM TO Request actions to affect changes to property (zoning changes, annexations, allowable uses, subdivisions).

Fees

Once application is submitted it will be reviewed for completeness. Once verified complete, an invoice will be emailed to the applicant.

☐

Zoning Map Amendment (≤ 10 acres \$1,000 / > 10acres \$2,000)

☐

Land Use Map Amendment (≤ 10 acres \$1,000 / > 10acres \$2,000)

☐

LDC Text Amendment (\$1,000)

☐

Comp Plan Amendment (\$1,700)

☐

Subdivision Plat “ Preliminary (≤ 20 units \$1,000 / > 20 units \$1,600)

☐

Subdivision Plat “ Final (\$850)

☐

Vacation of R.O.W. (\$1,700)

☐

Voluntary Annexation (\$1,500)

☐

Revision to each PAB Application - To offset additional display ad fee (\$400)

IMPORTANT NOTES

Pre-Application Meeting

To guide you through the process and ensure that your application is understood and properly processed, you™ need to meet with a City Planner prior to submitting your application. Completed applications are due 30 days prior to the Planning Advisory Board meeting date.

Please see the Land Development Code (LDC) for detailed information:



LDC Text Amendment “ see LDC Section 11.01.08.



Preliminary Subdivision Plat “ see LDC Section 11.01.05.



Final Subdivision Plat “ LDC Section 11.01.05.



Zoning Map Changes “ See LDC Section 11.01.07.

The LDC is available for review at

www.fbfl.us/LDC

Application Requirements



A complete application filed at least thirty (30) days before the date of the Planning Advisory Board’s public hearing;



Proof of Ownership (copy of deed or tax statement);



A current survey of the property (no older than two years);



If applying as an agent, Owner’s Authorization for Agent Representation form needs to be signed/ notarized and included in application;



A detailed letter of intent stating the following:



o The consistency of the proposed amendment(s) or action(s) with the City’s Comprehensive Plan.



o A justification for the proposed amendment(s) or action(s).

PROPERTY INFORMATION

[Property information can be found at the Nassau County Property Appraiser’s Website at Map Search](#)

Site Address*

400 South 8th Street

City*

Fernandina Beach

State*

Florida

Zip*

32034

Parcel ID #(s)*

00-00-31-1800-0134-0010, 00-00-31-1800-0134-0061

Lot*

1,2,3,7 and 1/2 of 6

Block*

134

Subdivision*

Cottages at Amelia

Zoning District*

MU-8

Future Land Use Designation*

8th St Mixed Use

REVIEW TYPE*

☐

Zoning Map Amendment â‰‰ 10 acres

☐

Subdivision Plat â€™ Preliminary > 20 units

☐

Zoning Map Amendment > 10 acres

☒

Subdivision Plat â€™ Final

☐

LDC Text Amendment

☐

Vacation of R.O.W.

☐

Comp Plan Amendment

☐

Voluntary Annexation

☐

Subdivision Plat â€™ Preliminary â‰‰ 20 units

☐

Revision to PAB Application

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name*

Nick

Last Name*

Gillette

Company (if applicable)

Simmons 9, LLC

Mailing Address*

20 South 4th Street

City*

Fernandina Beach

State*

Florida

Zip*

32034

Telephone Number*

904-261-8819

Email Address*

tricia@gilletteassociates.com

OWNER'S AGENT

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

First Name

Nick

Last Name

Gillette

Mailing Address

20 South 4th Street

City

Fernandina Beach

State

Florida

Zip

32034

Telephone Number

904-261-8819

E-mail Address

nick@gilletteassociates.com

PROJECT INFORMATION

Previous Planning/Zoning Approvals

TRC 2020-02

Summary of Request (more detailed information to be provided in required letter of intent)*

Final Plat for 20 lot subdivision (via 10 duplexes) for Cottages at Amelia

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.

Applicant First Name*

Nick

Applicant Last Name*

Gillette

Today's Date*

6/9/2020

Upload Supporting Documentation*

20715-PLAT.pdf



Upload 2

synopsis letter cottages at
amelia.pdf

Upload 3

agent form.pdf

Upload 4

Choose File

No file selected

DEPARTMENT OF PLANNING & CONSERVATION

204 Ash Street | Fernandina Beach, Florida 32034 | 904 310-3480 | www.fbfl.us/planning



Civil & Environmental Engineering • Mechanical & Structural Engineering • Construction Management

AGENT AUTHORIZATION

I, Nickey & Gillette of Simmons LLC, the owner of the following property(s) do hereby authorize, Gillette & Associates, Inc., to act as my Agent in conjunction with all site plan applications, concurrency applications, preliminary plat applications, and any other Local, State and/or Federal development permits necessary for development of the following property, without any further notice.

Location: 400 South 8th Street and 421 South 9th Street, Fernandina Beach, Florida
Parcel No.: 00-00-31-1800-0134-0010; 00-00-31-1800-0134-0061

[Signature]
Signature

6/9/20
Date

904-261-8819
Telephone Number

STATE OF FLORIDA
COUNTY OF NASSAU

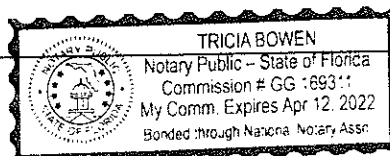
Subscribed and sworn to before me this 9th day of June, 20 20.

Who is personally known to me ☒ or has produced identification

[Signature]
Notary Public: Signature

Tricia Bowen
Printed Name

My Commission Expires: _____



ENGINEERING PLANS

FOR

COTTAGES AT AMELIA

FOR

SIMMONS 9, LLC

COTTAGES AT AMELIA

FOR

SIMMONS 9, LLC

RELEASED FOR CONSTRUCTION BY

GILLETTE & ASSOCIATES, INC.

CIVIL & ENVIRONMENTAL ENGINEERING
MECHANICAL & STRUCTURAL ENGINEERING
PERMITTING & CONSTRUCTION MANAGEMENT

20 SOUTH 4TH STREET AMELIA ISLAND, FLORIDA 32034
PHONE: 904/261-8819

G & A

PERMITTING AGENCIES

CITY OF FERNANDINA BEACH: 904-310-3421
SJRWMD: 904-730-6270

UTILITY PROVIDERS

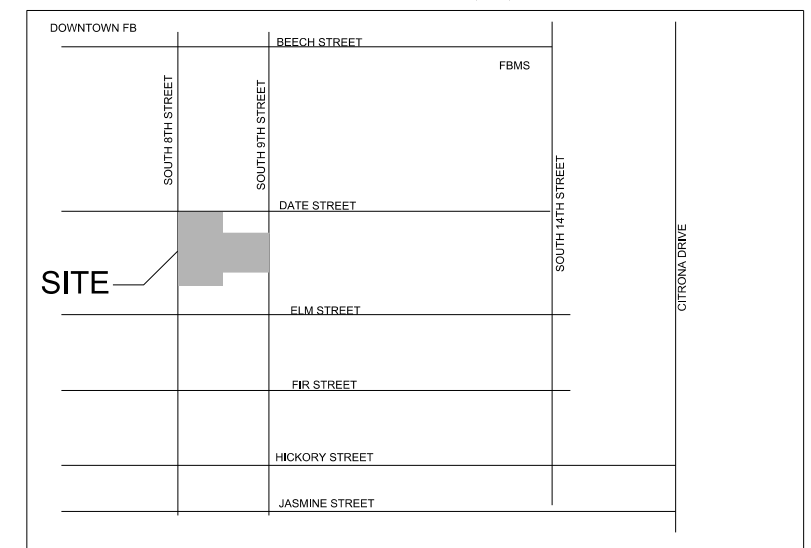
WATER/SEWER: CITY OF FERNANDINA BEACH
ELECTRIC: FLORIDA PUBLIC UTILITIES
CABLE: COMCAST
TELEPHONE: AT&T

G&A Project
No.: 20-10.18

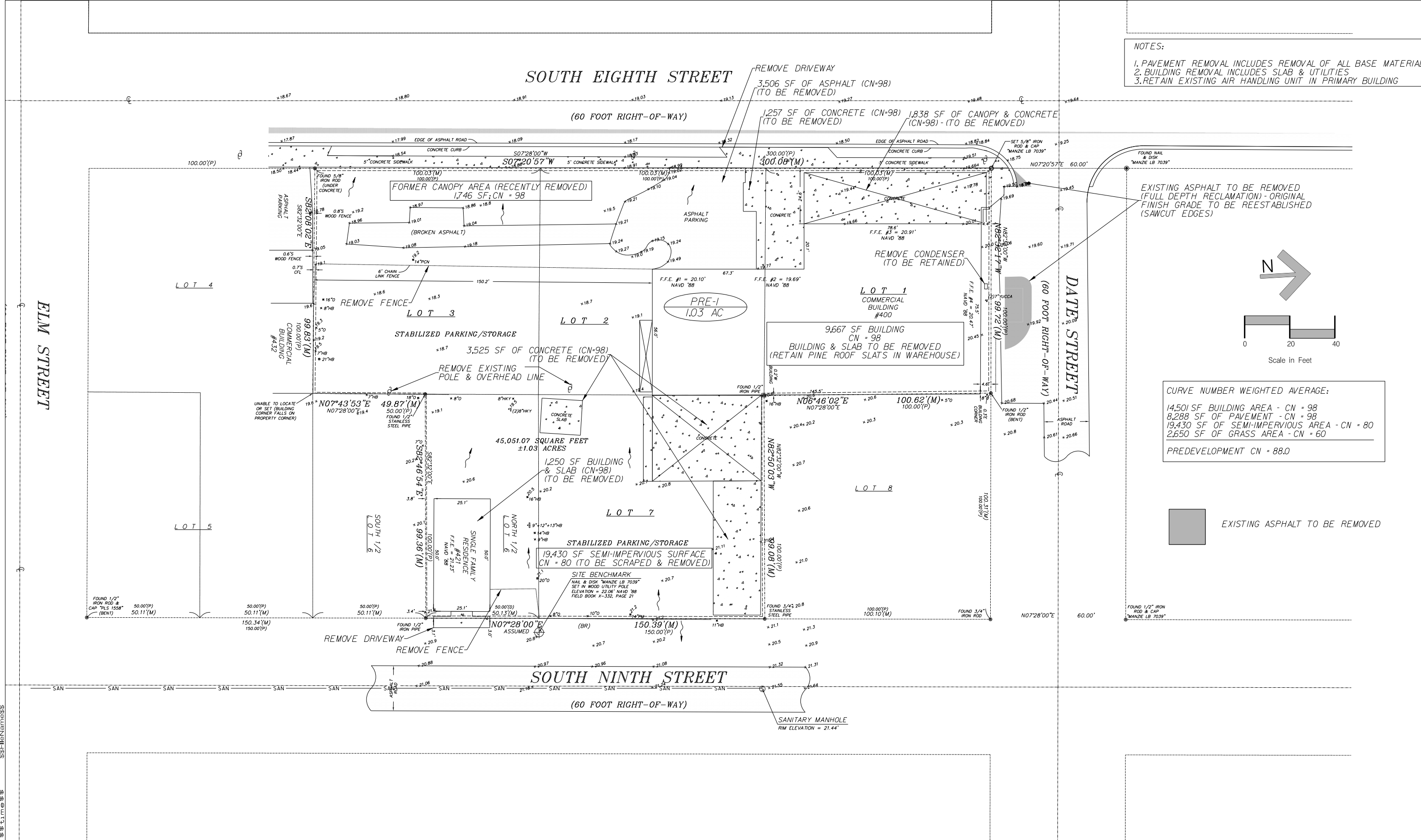
Issue Date: February 20, 2020
Revision Date: June 19, 2020



SITE LOCATION MAP



GENERAL NOTES										INDEX																																																																																																																							
SITE / GEOMETRY					WATER NOTES					SHEET	DESCRIPTION																																																																																																																						
1.ALL WORK SHALL BE PERFORMED IN A SAFE MANNER,ALL SAFETY RULES AND GUIDELINES OF O.S.H.A,SHALL BE FOLLOWED.THE CONTRACTOR SHALL BE WHOLLY RESPONSIBLE FOR ANY INJURIES OF HIS EMPLOYEES,AND ANY DAMAGE TO PRIVATE PROPERTY OR PERSONS DURING THE COURSE OF THIS PROJECT.ALL COSTS ASSOCIATED WITH COMPLYING WITH O.S.H.A,REGULATIONS AND THE FLORIDA TRENCH SAFETY ACT MUST BE INCLUDED IN THE CONTRACTOR'S PRICE FOR PERFORMING THE WORK. 2.THE CONTRACTOR SHALL BE RESPONSIBLE FOR VISITING THE JOB SITE PRIOR TO PREPARING THE BID FOR THE PURPOSE OF FAMILIARIZING HIMSELF WITH THE NATURE AND THE EXTENT OF THE WORK AND LOCAL CONDITIONS,EITHER SURFACE OR SUBSURFACE,WHICH MAY AFFECT THE WORK TO BE PERFORMED AND THE EQUIPMENT,LABOR AND MATERIALS REQUIRED. FAILURE TO DO SO WILL NOT RELIEVE THE CONTRACTOR OF COMPLETE PERFORMANCE UNDER THIS CONTRACT.THE CONTRACTOR IS URGED TO TAKE COLOR PHOTOGRAPHS ALONG THE ROUTE OF THIS PROJECT TO RECORD EXISTING CONDITIONS PRIOR TO CONSTRUCTION,AND TO AID IN RESOLVING POSSIBLE FUTURE COMPLAINTS THAT MAY OCCUR DUE TO CONSTRUCTION OF THE PROJECT.ALL COSTS ASSOCIATED WITH PRELIMINARY INVESTIGATION SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. 3.ALL IMPROVEMENTS SHOWN ARE TO BE WARRANTED BY THE CONTRACTOR TO THE DEVELOPER. 4.ELEVATIONS ARE BASED ON NAVD 1988. 5.TOPOGRAPHIC AND BOUNDARY INFORMATION WAS PROVIDED BY:MANZIE & DRAKE LAND SURVEYORS (904-491-5700) 6.THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY BUILDING,RIGHT-OF-WAY PERMITS NOT PROVIDED AND INSURANCE REQUIRED FOR THE PROJECT. 7.THE CONTRACTOR SHALL COORDINATE THE WORK WITHIN COUNTY OR STATE RIGHT-OF-WAY WITH THE PROPER AGENCIES FOR MAINTENANCE OF TRAFFIC AND METHOD OF CONSTRUCTION & REPAIR. 8.THE CONTRACTOR SHALL ADVISE THE OWNER'S AUTHORIZED REPRESENTATIVE OF PLANNED WORK SCHEDULE.THE CONTRACTOR SHALL COORDINATE THEIR CONSTRUCTION WITH ALL OTHER CONTRACTORS,IN THE EVENT OF ANY CONFLICT WHATSOEVER,THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF RECORD,AND THE OWNER PRIOR TO PROCEEDING WITH CONSTRUCTION. 9."AS-BUILT"DRAWINGS - AS-BUILTS ARE REQUIRED TO BE SIGNED AND SEALED BY A FLORIDA REGISTERED LAND SURVEYOR. THEREFORE,IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO CONTRACT WITH A LAND SURVEYOR REGISTERED IN THE STATE OF FLORIDA FOR THE PREPARATION,FIELD LOCATIONS,CERTIFICATION,AND SUBMITTAL OF AS-BUILT DRAWINGS. 10."AS-BUILT"RECORD DATA AND INFORMATION SHALL BE MAINTAINED BY THE CONTRACTOR.RECORD DRAWINGS SHALL BE SUPPLIED TO THE ENGINEER. 11.THE CONTRACTOR IS RESPONSIBLE FOR PROTECTION OF ALL SURVEY AND PROPERTY MONUMENTS,IF A MONUMENT IS DISTURBED,THE CONTRACTOR SHALL CONTRACT WITH THE SURVEYOR OF RECORD FOR REINSTALLATION OF THE MONUMENT. 12.ALL DEBRIS RESULTING FROM ALL ACTIVITIES SHALL BE DISPOSED OF OFF-SITE BY CONTRACTOR ON A DAILY BASIS. 13.ALL EXCESS SUITABLE AND UNSUITABLE MATERIALS SHALL BE REMOVED FROM THE SITE BY THE CONTRACTOR UNLESS DIRECTED OTHERWISE BY THE ENGINEER. 14.ALL EXISTING TREES LISTED TO REMAIN SHALL BE PRESERVED AND PROTECTED. 15.THE LOCATION OF ALL EXISTING UTILITIES,STRUCTURES,AND IMPROVEMENTS ON THE DRAWINGS ARE BASED ON LIMITED INFORMATION AND MAY NOT HAVE BEEN FIELD VERIFIED.THE LOCATIONS ARE APPROXIMATE.THE CONTRACTOR SHALL NOTIFY RESPECTIVE UTILITY OWNERS AND FIELD VERIFY LOCATIONS OF EXISTING UTILITIES AND OTHER IMPROVEMENTS PRIOR TO COMMENCING ANY CONSTRUCTION,IF THE LOCATIONS SHOWN ARE CONTRARY TO ACTUAL FIELD LOCATIONS,THE CONTRACTOR SHALL NOTIFY THE OWNER AND ENGINEER OF THE DISCREPANCY.THE DISCREPANCY SHOULD BE RESOLVED PRIOR TO COMMENCING CONSTRUCTION.THE CONTRACTOR SHALL EXERCISE EXTREME CAUTION WHEN WORKING IN AREAS NEAR EXISTING UTILITY IMPROVEMENTS AND SHALL BE RESPONSIBLE FOR REPAIRS OR PAYMENTS FOR ALL DAMAGE MADE TO EXISTING UTILITIES OR OTHER IMPROVEMENTS.PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION,THE CONTRACTOR SHALL VERIFY ALL GRADES, INVERTS,AND TYPE OF MATERIAL OF EXISTING UTILITIES TO WHICH THEY SHALL CONNECT. 16.THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS TO THE ENGINEER ON ALL MATERIALS,FOR REVIEW AND APPROVAL,PRIOR TO PURCHASE OR CONSTRUCTION OF ANY UTILITY OR STRUCTURE. 17.UNSUITABLE MATERIALS UNDER WATER,SEWER,OR STORM PIPE AND/OR STRUCTURES SHALL BE REMOVED AND REPLACED WITH SELECTED BACKFILL COMPACTED TO 98% OF IT'S MAXIMUM DENSITY AS DETERMINED BY THE MODIFIED PROCTOR TEST (ASTM D1557).					18.ALL WATER & SEWER CONSTRUCTION SHALL BE ACCOMPLISHED BY AN UNDERGROUND UTILITY CONTRACTOR LICENSED UNDER THE PROVISIONS OF CHAPTER 489 FLORIDA STATUTES. 19.WHEN DEWATERING CAPACITY REQUIRES A PERMIT (CUP),IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN THE PERMIT THROUGH THE ST.JOHN'S RIVER WATER MANAGEMENT DISTRICT. 20.WATER MAINS SHALL BE LAID AT LEAST 10 FEET HORIZONTALLY FROM ANY EXISTING OR PROPOSED SANITARY HAZARD.THE DISTANCE SHALL BE MEASURED EDGE TO EDGE.WHERE PARALLEL WATER AND SEWER MAINS HAVE LESS THAN 10 FOOT HORIZONTAL SEPARATION,20 FOOT LENGTHS OF C900 (DR18)WATER QUALITY PIPE SHALL BE USED WITH THE JOINTS STAGGERED AT 10 FOOT INTERVALS.THE PIPES SHALL BE PLACED IN SEPARATE TRENCHES WITH THE WATER MAIN AT LEAST 18 INCHES ABOVE THE SEWER. 21.WATER MAINS CROSSING SANITARY HAZARDS SHALL BE LAID TO PROVIDE A MINIMUM VERTICAL DISTANCE OF 18 INCHES BETWEEN THE OUTSIDE OF THE WATER MAIN AND THE OUTSIDE OF THE SEWER MAIN.WHERE WATER AND SEWER MAINS CROSS WITH BETWEEN 18 INCHES AND 6 INCHES OF VERTICAL CLEARANCE,A 20 FOOT SECTION OF C900 (DR18)WATER QUALITY PIPE SHALL BE CENTERED ON THE POINT OF THE CROSSING.THE CONTRACTOR SHALL FIELD VERIFY THE VERTICAL SEPARATION.THE MINIMUM SEPARATION BETWEEN WATER AND SEWER PIPES IS TO BE 6 INCHES OUTSIDE DIAMETER TO OUTSIDE DIAMETER. 22.NO WATER MAIN PIPE SHALL PASS THROUGH OR COME IN CONTACT WITH ANY PART OF A SEWER MANHOLE. 23.BLANK 24.TRACER WIRE SHALL BE PROVIDED ON ALL WATER MAINS AND FORCE MAINS,TRACER WIRE SHALL BE A MINIMUM OF 14 GAUGE SOLID COPPER WIRE,COATED,AND SUITABLE FOR BURIAL,WIRE SHALL BE ATTACHED DIRECTLY TO TOP OF PIPE AND BROUGHT INTO EACH VALVE BOX AND COILED TO ALLOW FOR EASY ACCESS AND EXTENSION ABOVE FINISHED GRADE FOR ATTACHMENT OF LOCATING EQUIPMENT. 25.ALL PIPE LENGTHS ARE APPROXIMATE DIMENSIONS,ALL DRAINAGE STRUCTURES SHALL BE CONSTRUCTED TO CONFORM WITH TYPICAL SECTIONS AND DETAILS AS SHOWN ON THE MISCELLANEOUS DETAILS SHEET AND IN ACCORDANCE WITH THE SPECIFICATIONS. 26.ALL UNDERGROUND UTILITIES MUST BE INSTALLED PRIOR TO PREPARATION OF SUBGRADE FOR PAVEMENT. 27.GRADES SHOWN ON PLANS ARE EDGE OF PAVEMENT FINISHED GRADES UNLESS OTHERWISE NOTED. 28.SHOULD THE SURFACE OR SUBSURFACE CONDITIONS VARY FROM WHAT IS SHOWN ON THE PLANS,THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER. 29.ALL AREAS DISTURBED DURING CONSTRUCTION SHALL BE SEEDED AND MULCHED UNLESS OTHERWISE SPECIFICALLY STATED. 30.THE CONTRACTOR IS RESPONSIBLE FOR THE CONTROL OF SEDIMENT-LADEN RUNOFF RESULTING FROM STORM EVENTS DURING THE CONSTRUCTION PHASE.EROSION CONTROL FACILITIES SHOULD BE INSTALLED EARLY DURING THE CONSTRUCTION PERIOD SO AS TO PREVENT THE TRANSPORT OF SEDIMENT INTO SURFACE WATERS,RE-VEGETATION AND STABILIZATION OF DISTURBED AREAS SHOULD BE ACCOMPLISHED IMMEDIATELY TO REDUCE THE POTENTIAL FOR FURTHER SOIL EROSION. 31,ANY DISCREPANCIES ON THE DRAWINGS SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER AND THE CITY OF FERNANDINA BEACH BEFORE COMMENCING WORK. 32.MINIMUM COVER OVER PIPES SHALL BE 36"UNLESS OTHERWISE INDICATED. 33.ALL UNDERGROUND UTILITY COMPANIES SHALL BE CONTACTED AT LEAST 48 HOURS PRIOR TO COMMENCING CONSTRUCTION. 34.IN ADDITION TO THE SPECIFICATIONS AND DETAILS PROVIDED FOR THIS CONTRACT,THE CITY OF FERNANDINA BEACH STANDARD DETAILS AND SPECIFICATIONS (LATEST REVISION) SHALL ALSO BE USED FOR ANY ITEMS NOT COVERED.IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN A SET OF STANDARD DETAILS AND SPECIFICATIONS FROM THE CITY OF FERNANDINA BEACH. 35.BACKFILL MATERIAL SHALL BE COMPACTED TO 100% (.2%)PER CITY OF FERNANDINA BEACH REQUIREMENTS UNDER EXISTING AND PROPOSED ROADWAYS. 36.NO FIELD CHANGES OR DEVIATIONS FROM DESIGN TO BE MADE WITHOUT PRIOR APPROVAL OF THE ENGINEER. 37.STATIONING REFERS TO THE CENTERLINE OF THE ROADWAY EXCEPT AS NOTED ON PLANS.WHERE PAVEMENT SPLITS, THE STATIONING FOLLOWS THE INSIDE EDGE OF PAVEMENT UNTIL ROADWAY TRANSITIONS BACK TO THE TYPICAL ROADWAY SECTION 38.ALL CONSTRUCTION,MATERIAL,AND WORKMANSHIP ARE TO BE IN ACCORDANCE WITH THE CITY OF FERNANDINA BEACH AND CITY OF FERNANDINA BEACH STANDARDS.					1.WATER MAINS SHALL HAVE A MINIMUM OF 36"COVER UNDER PAVEMENT OR 30"COVER FROM FINISHED GRADE UNLESS OTHERWISE SHOWN.ALL WATER MAINS SHALL BE FLUSHED IN ACCORDANCE WITH,AND UNDER THE DIRECTION OF THE UTILITY COMPANY. 2.THRUST RESTRAINTS ARE REQUIRED IN ACCORDANCE WITH UTHE UTILITY COMPANY STANDARDS WHERE WATER MAINS ARE TERMINATED AND AT ALL BENDS AND TEES. 3.TIE RODS SHALL BE INSTALLED ON ALL VALVES LOCATED AT FITTINGS,ALL 10" AND LARGER VALVES AND LARGER SHALL REQUIRE (4)TIE RODS.MEGA LUG JOINT RESTRAINTS MAY BE USED IN LIEU OF THRUST BLOCKS OR TIE RODS. 4.UNLESS OTHERWISE NOTED,WATER MAINS ARE TO BE PVC DR18,DR-25,C-900 (BLUE),CLASS 150. 5.ALL WATER MAINS SHALL BE BACTERIOLOGICAL AND PRESSURE TESTED IN ACCORDANCE WITH AWWA C-600.NO CONNECTION TO EXISTING POTABLE WATER SYSTEM SHALL BE ALLOWED UNTIL ALL PROPOSED WATER MAINS HAVE BEEN PRESSURE TESTED, DISINFECTED,AND CLEARED FOR SERVICE.THE UTILITY COMPANY'S AUTHORIZED REPRESENTATIVE MUST BE NOTIFIED 48 HOURS PRIOR TO PERFORMING THE PRESSURE TEST AND MUST BE PRESENT. 6.THE CONTRACTOR SHALL AVOID SERVICE INTERRUPTIONS AND MAINTAIN ANY EXISTING WATER SERVICE TO MEET THE SYSTEM DEMANDS AT ALL TIMES.THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFICATION OF AFFECTED CUSTOMERS OF THE UTILITY A MINIMUM OF 48 HOURS IN ADVANCE OF ANY INTERRUPTION OF SERVICE.BOIL WATER NOTICES SHALL BE DELIVERED IN ACCORDANCE WITH THE UTILITY COMPANY BOIL WATER NOTICE REQUIREMENTS. 7.ALL MAIN FLUSHING POINTS SHALL BE SAME SIZE AS MAIN UP TO 8 INCH WATER MAINS.FLUSHING POINTS FOR MAINS LARGER THAN 8 INCH SHALL BE REDUCED TO 8 INCH. 8.ALL WATER MAINS SHALL BE DISINFECTED USING LIQUID CHLORINE OR HYPOCHLORITES IN ACCORDANCE TO AWWA C651-86. WATER IN MAIN SHALL MAINTAIN A CHLORINE RESIDUAL OF 50 MG/L FOR A MINIMUM OF 24 HOURS.WATER MAIN SHALL NOT BE PLACED IN SERVICE UNTIL CLEARANCE HAS BEEN PROVIDED BY THE APPROPRIATE REGULATING AGENCY AND UNITED WATER FLORIDA. 9.IF SOLVENT CONTAMINATION IS FOUND IN THE PIPE TRENCH,WORK SHALL BE STOPPED AND THE PROPER AUTHORITIES NOTIFIED,BASED ON APPROVAL OF THE PERMITTING AGENCY,DUCTILE IRON PIPE,FITTINGS,AND SOLVENT RESISTANT GASKET MATERIAL SUCH AS FLUOROCARBON SHALL BE USED IN THE CONTAMINATED AREA.THE DUCTILE IRON PIPE SHALL EXTEND AT LEAST 100 FEET BEYOND ANY SOLVENT NOTED,ANY CONTAMINATED SOIL THAT IS EXCAVATED SHALL BE PLACED ON AN IMPERMEABLE MAT AND COVERED WITH A WATER PROOF COVERING.THE PROPER AUTHORITIES WILL BE NOTIFIED AND THE CONTAMINATED SOIL HELD FOR PROPER DISPOSAL. 10.2"FLUSHING HYDRANTS SHALL BE INSTALLED AT ALL DEAD END LINES AND MAIN LINE STUB-OUTS. 11.A SEPARATE WATER SERVICE SHALL BE REQUIRED FOR EACH UNIT SERVED AND SHALL BE INSTALLED 3 FEET EITHER SIDE OF PROPERTY LINE.ALL WATER SERVICES SHALL BE MARKED WITH A "W" ETCHED ON THE CURB.ALL VALVES SHALL BE MARKED WITH A "V" ETCHED ON THE CURB. 12.ALL BACKFLOW PREVENTION ASSEMBLIES SHALL BE INSTALLED IN ACCORDANCE WITH THE UTILITY COMPANY'S STANDARDS. 13.ALL BACKFLOW PREVENTION ASSEMBLIES SHALL BE INSTALLED AT THE CONSUMER'S METER OR AT THE PROPERTY LINE WHEN A METER IS NOT USED. 14.BACKFLOW PREVENTION ASSEMBLIES SHALL BE TESTED BY A STATE OF FLORIDA LICENSED BACKFLOW TECHNICIAN,TEST RESULTS SHALL BE SUBMITTED TO AND APPROVED BY THE UTILITY COMPANY PRIOR TO ACCEPTANCE OF INSTALLATION. 15.MAXIMUM DEPTH ON WATER SERVICES TO METER TO BE 36".					ALL PERMITTING AGENCIES 1 COVER SHEET 2 INDEX SHEET 3 PRE-DEVELOPMENT DRAINAGE/DEMOLITION PLAN 4 GEOMETRY PLAN 5 POST DEVELOPMENT DRAINAGE PLAN 6 TREE REMOVAL/RETENTION PLAN 7 MISCELLANEOUS DETAILS 8 SEWER DETAILS 9 WATER DETAILS																																																																																																																		
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NOTES:
1. PAVEMENT REMOVAL INCLUDES REMOVAL OF ALL BASE MATERIAL
2. BUILDING REMOVAL INCLUDES SLAB & UTILITIES
3. RETAIN EXISTING AIR HANDLING UNIT IN PRIMARY BUILDING

CURVE NUMBER WEIGHTED AVERAGE:
14,501 SF BUILDING AREA - CN = 98
8,288 SF OF PAVEMENT - CN = 98
19,430 SF OF SEMI-IMPERVIOUS AREA - CN = 80
2,650 SF OF GRASS AREA - CN = 60
PREDEVELOPMENT CN = 88.0

EXISTING ASPHALT TO BE REMOVED

L K J I H G F E D C B A No			By Date			Revised to address City of FB Comments Revised to address City of FB Comments Revision			Scale: Project Mgr: NG Designed by: NG Drawn by: BM QA/QC: AG			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			COTTAGES AT AMELIA			SIMMONS 9, LLC			PREDEVELOPMENT DRAINAGE/ DEMOLITION PLAN			SHEET NO. PRE-1 3 of 9 Issue Date FEBRUARY 2020 Project No. 20-10,35			Registered Professional		
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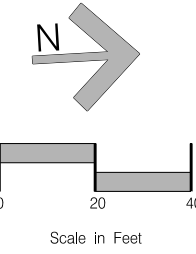
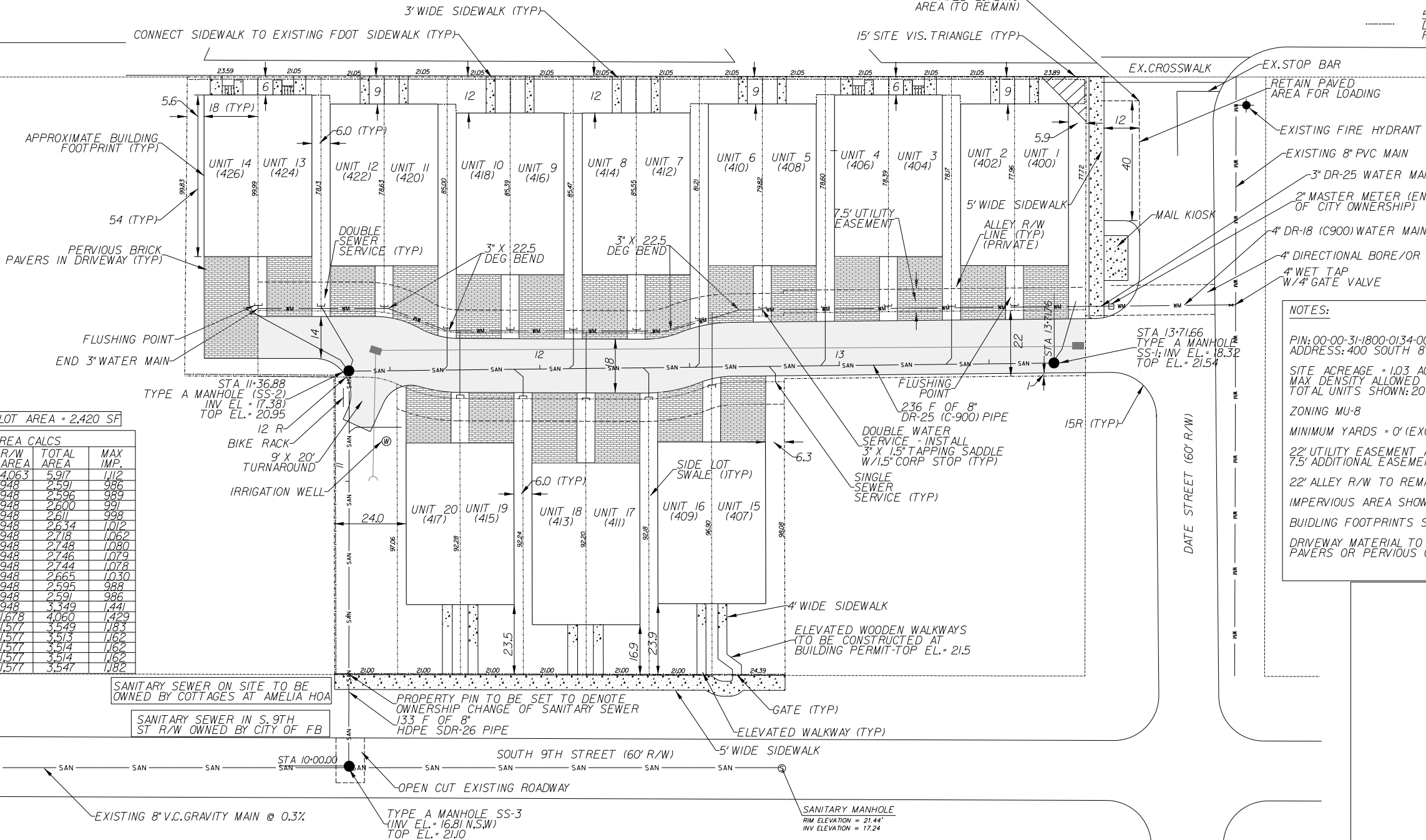
ELECTRIC EQUIPMENT TO BE LOCATED WITHIN BUILDING FOOTPRINT SHOWN OR ROOFTOP.

SOUTH 8TH STREET (60' R/W)

ASPHALT (624 SQ YDS)

PERVIOUS PAVERS

5' TALL OPEN DECORATIVE FENCE



18 DUA MIN LOT AREA = 2,420 SF

UNIT	LOT AREA	R/W AREA	TOTAL AREA	MAX IMP.
1	1,854	4,063	5,917	1,112
2	1,643	948	2,591	986
3	1,648	948	2,596	989
4	1,652	948	2,600	991
5	1,663	948	2,611	998
6	1,686	948	2,634	1,012
7	1,710	948	2,718	1,062
8	1,800	948	2,748	1,080
9	1,798	948	2,746	1,079
10	1,796	948	2,744	1,078
11	1,717	948	2,665	1,030
12	1,647	948	2,595	988
13	1,643	948	2,591	986
14	2,401	948	3,349	1,441
15	2,382	1,678	4,060	1,429
16	1,972	1,577	3,549	1,183
17	1,936	1,577	3,513	1,162
18	1,937	1,577	3,514	1,162
19	1,937	1,577	3,514	1,162
20	1,970	1,577	3,547	1,182

NOTES:

PIN: 00-00-31-1800-0134-0010, 00-00-31-1800-0134-0061
ADDRESS: 400 SOUTH 8TH STREET

SITE ACREAGE = 1.03 ACRES
MAX DENSITY ALLOWED INCLUDING RIGHTS OF WAYS: 25 UNITS
TOTAL UNITS SHOWN: 20 UNITS

ZONING MU-8

MINIMUM YARDS = 0' (EXCEPT 6' ALONG 8TH STREET)

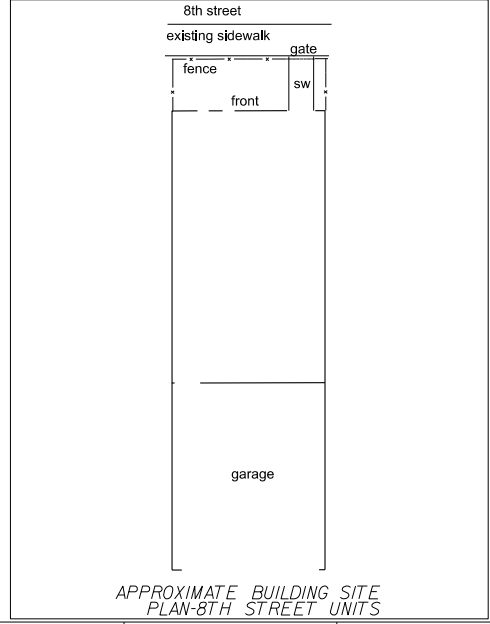
22' UTILITY EASEMENT ALONG RIGHT OF WAY + 7.5' ADDITIONAL EASEMENT

22' ALLEY R/W TO REMAIN PRIVATE

IMPERVIOUS AREA SHOWN = 0.62 AC (60%)

BUILDING FOOTPRINTS SHOWN = 972 SF

DRIVEWAY MATERIAL TO BE PERVIOUS PAVERS OR PERVIOUS CONCRETE

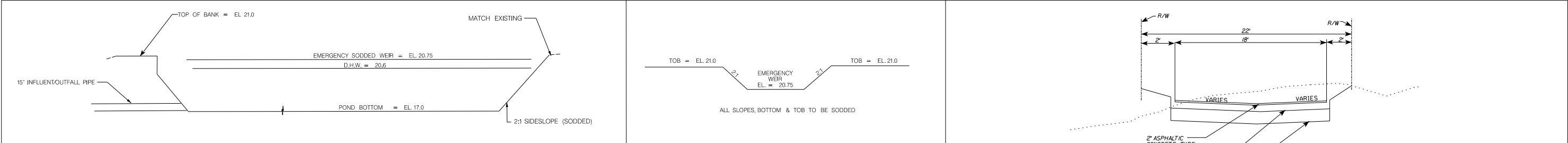


SEE SHEET DT-1 FOR SEWER PROFILES

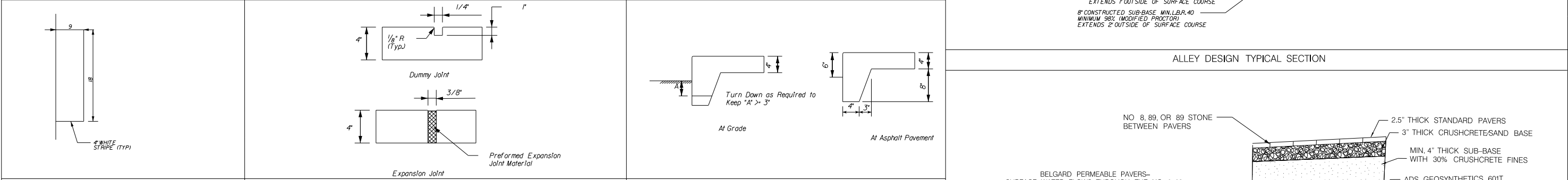
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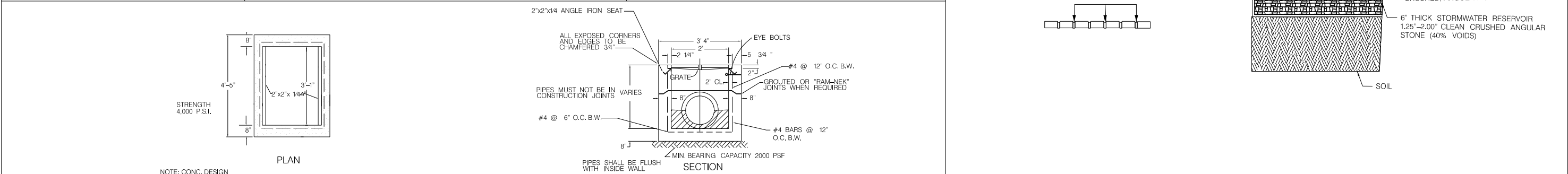
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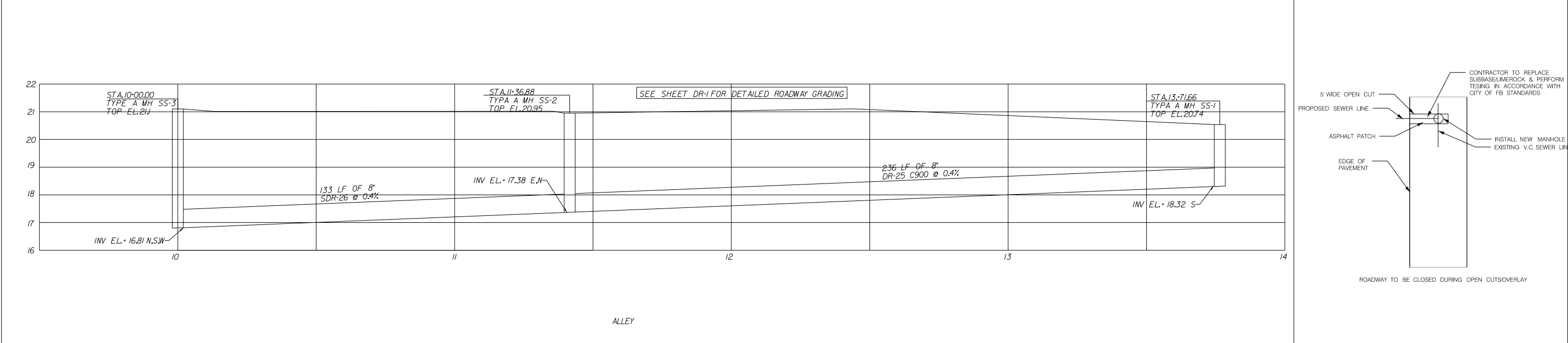
POND CROSS SECTION AND DETAIL



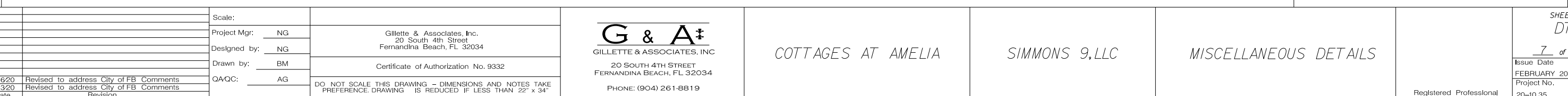
SODDED WEIR CROSS SECTION



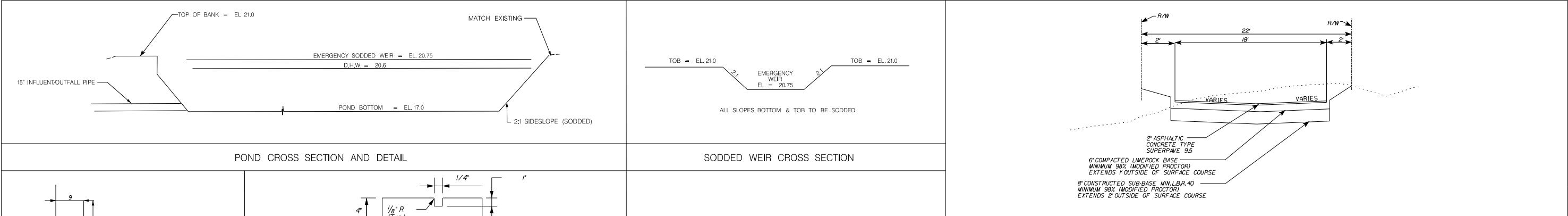
ONSTREET PARKING DETAIL



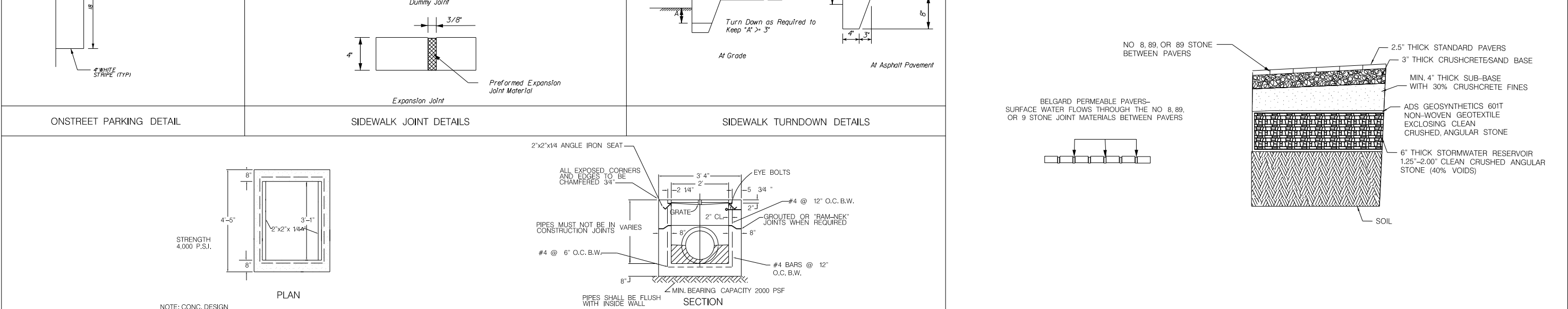
STORM SEWER TYPE "C" INLET



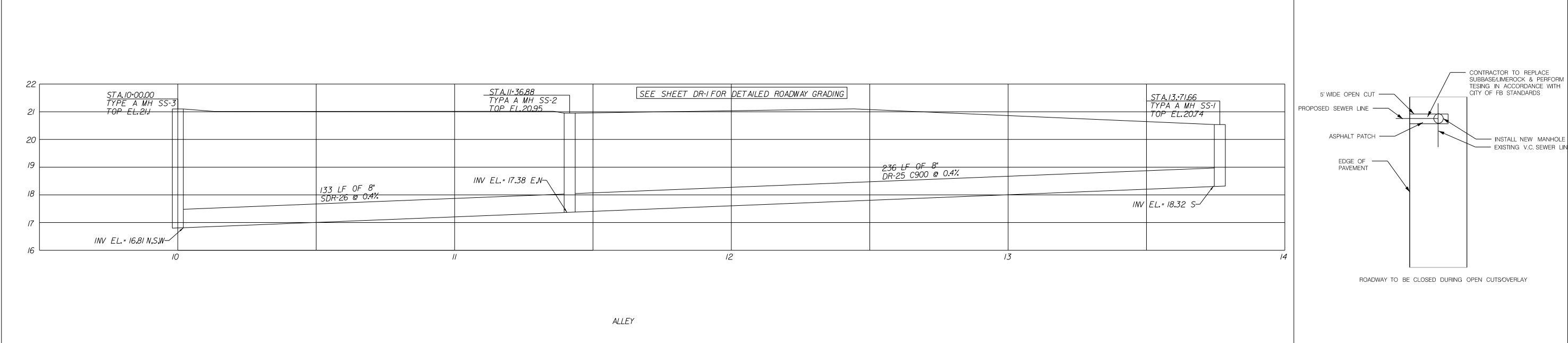
SEWER PROFILES



ALLEY DESIGN TYPICAL SECTION



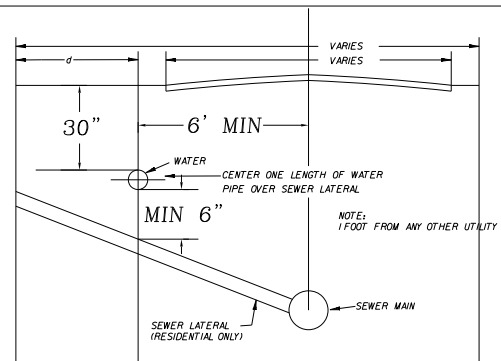
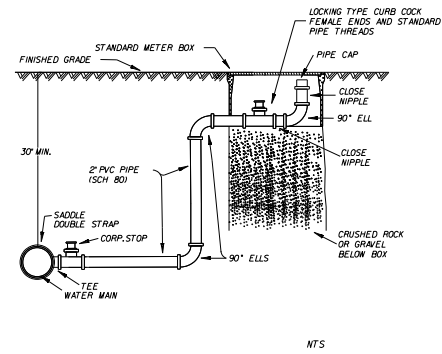
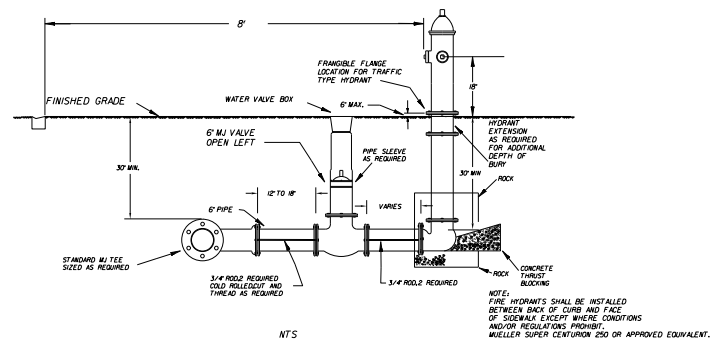
PERMEABLE PAVER DETAIL



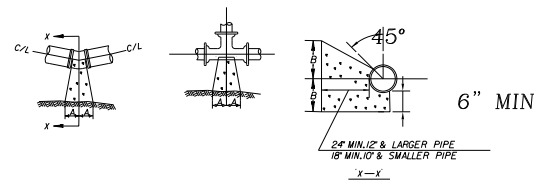
OPEN CUT DETAIL

\$\$\$FileNames\$\$\$

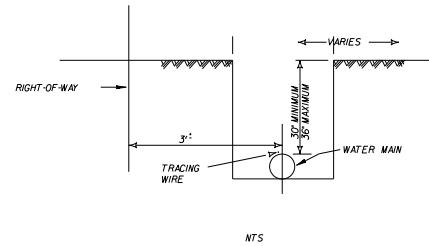
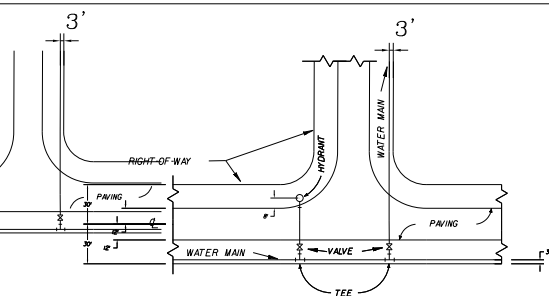
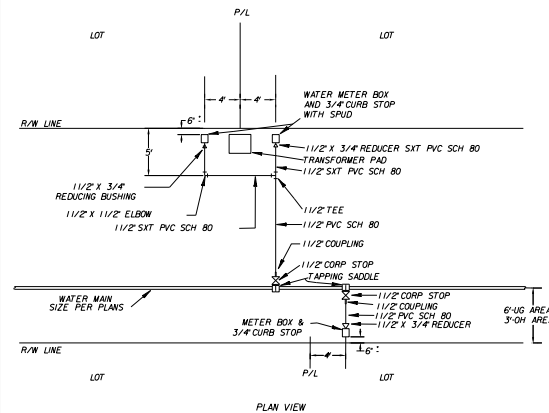
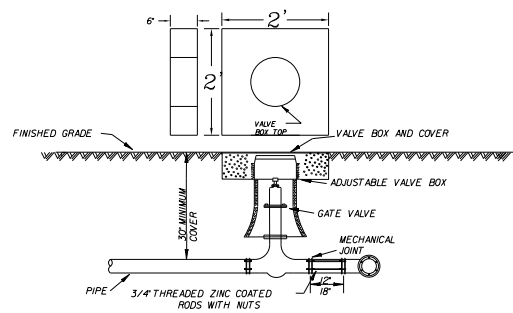
STD. CLEANOUT COVER W/THREADED PLUG FINISHED DEVELOPMENT GRADE VARIABLE (SEE NOTE 2) FINISHED CONSTRUCTION GRADE TO GRAVITY SEWER 6"x6" PVC WYE BRANCH OR 6"x6" PVC SANITARY TEE FROM HOUSE (BY OTHERS) PVC STOPPER SHALL BE REMOVED FOR HOUSE LATERAL TIE-IN NOTE: 1. DEPTH OF CLEANOUT SHALL BE SET BY DISTANCE TO HOUSE CONNECTION @ 1/4" PER FOOT, PLUS ONE FOOT. 2. CONTRACTOR TO COORDINATE DEPTH WITH DEVELOPER.	SHALLOW MANHOLE	TYPE I SHAPE BOTTOM W/TAMPED TYPE II COMPACTED GRANULAR BEDDING CLASS "B"	1. ALL MANHOLES SHALL BE PRECAST CONCRETE AND CONFORM TO ASTM C-478 STANDARDS. MANHOLE CONES AND RISERS SHALL BE CONSTRUCTED OF 4000 PSI, TYPE II CEMENT WITH RIVER ROCK OR GRANITE AGGREGATE. 2. ALL PIPES SHALL BE CONNECTED TO THE MANHOLE USING A LOCK JOINT FLEXIBLE MANHOLE SLEEVE (ASTM C-923) OR APPROVED EQUAL. 3. THE EXTERIOR AND INTERIOR OF THE MANHOLE SHALL BE COATED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS WITH FABERTITE AS MANUFACTURED BY BRIGGS BITUMINOUS COMPOSITION COMPANY. 4. AN INSIDE PVC DROP MANHOLE (TYPE "B") SHALL BE REQUIRED FOR MANHOLES WHICH HAVE A DISTANCE OF 18 INCHES OR GREATER BETWEEN INFLUENT PIPE, INVERT AND EFFLUENT PIPE. INVERT, ALL OTHER DROPS SHALL HAVE A SLIDE CONSTRUCTED TO DIRECT THE FLOW INTO THE INVERT CHANNEL. 5. SEWER SERVICES SHALL BE CAST IRON IF 2 1/2 FEET OF GROUND COVER CAN NOT BE MAINTAINED OVER THE SERVICE LINE. 6. ALL DUCTILE IRON SEWER PIPE, WHERE SPECIFIED, SHALL BE CLASS 51 AND COMPLY WITH ANSI/AWWA C150/A21.50 AND ANSI/AWWA C151/A21.51. DUCTILE IRON PIPE SHALL BE PROVIDED WITH A FACTORY APPLIED INTERIOR POLYETHYLENE LINING IN ACCORDANCE WITH ANSI/ASTM D1248. 7. THE MAXIMUM NUMBER OF DIPS IS ONE INCH DIP PER 135 LF OF PIPE, NO MORE THAN ONE DIP PER 135 LF OF PIPE. A DIP IS DEFINED AS A CHANGE IN ELEVATION OF .05' OR GREATER.																																																																																						
CLEANOUT	TYPE "C" MANHOLE	MANHOLE JOINT	GRAVITY SEWER STANDARD SPECIFICATIONS																																																																																						
TYPICAL SEWER SERVICE	C.I. TO PVC COUPLING ADAPTER	STANDARD PRECAST SANITARY MANHOLE	ENCASEMENT AT WATER LINE																																																																																						
DRAIN CONFLICT	TYPE "B" MANHOLE	TYPE "A" MANHOLE	MANHOLE COVER																																																																																						
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MINIMUM LENGTH TO BE RESTRAINED ON EACH SIDE OF FITTING (FEET)								
PIPE SIZE	11 1/4	22 1/2	45	90	TEE	VALVE	CAP	REDUCER
4	2	4	7	18	20	39	39	N/A
6	2	5	10	25	20	55	55	28
8	3	6	13	32	20	72	72	30
10	4	8	16	38	20	86	86	29
12	4	9	19	45	20	102	102	50
16	6	11	23	57	20	131	131	30



SIZE	1/4 BENDS		CU FT		1/8 BENDS		CONC.		1/16 BENDS		CU FT		SIZE	TEE		CU FT
	A	B	A	B	A	B	A	B	A	B	A	B				
6"	10	13	7.2	9	10	30	6	10	12	15	8	10	12	15	5.4	
8"	22	13	20.8	9	10	37	9	10	21	13	8	13	16	5.4		
10"	26	17	11.5	14	17	5.9	10	13	3.6	10	16	20	9.4			
12"	29	21	16	21	16	5.6	11	16	3.6	12	18	24	16.6			
14"	34	24	20.8	19	24	14.9	12	20	8.9	14	22	30	23.8			
16"	38	27	37.8	27	27	18.1	12	24	11.2	16	24	30	28.6			
20"											20					



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

LARGE WATER SERVICE
DOUBLE CHECK AND REDUCED PRESSURE
BACKFLOW PREVENTION
SINGLE SERVICE: 2 1/2" - 10"

N.T.S.

BACKFLOW PREVENTER

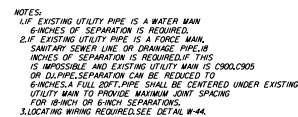
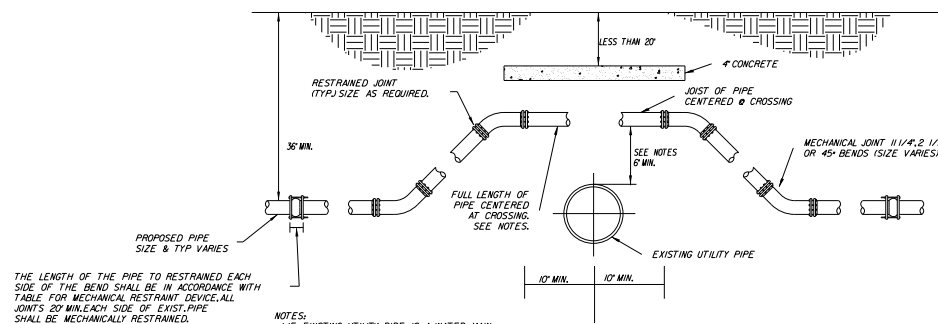
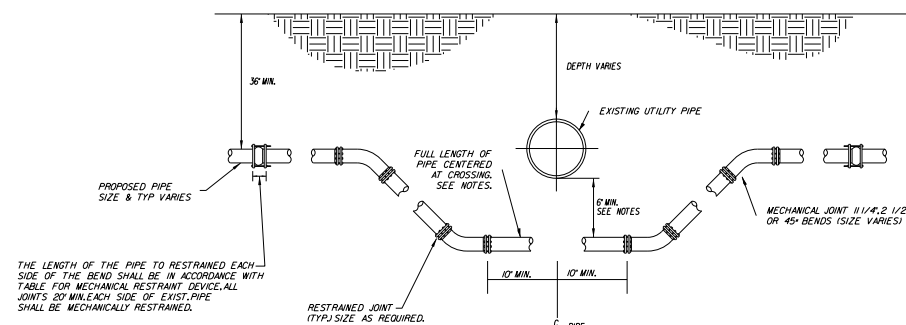
CONTRACTORS ARE REQUIRED TO PAINT NEW HYDRANTS SAFETY YELLOW AND MARK HYDRANTS. THE TOPS AND NOZZLE CAPS SHALL BE PAINTED WITH THE FOLLOWING CAPACITY INDICATOR COLOR SCHEME:

BLUE (SW4079) 1500GPM AND HIGHER
GREEN (SW4085) 1000-1499 GPM
ORANGE (SW4083) 500-999 GPM
RED (SW4081) LESS THAN 500 GPM

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

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

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



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C					
B	NG	616/20	Revised	to address City of FB	Comments
B	NG	213/20	Revised	to address City of FB	Comments
No.	Bv	Date	Revision		

Scale:		
Project Mgr:	NG	Glillette & Associates, Inc. 20 South 4th Street Fernandina Beach, FL 32034
Designed by:	NG	
Drawn by:	BM	Certificate of Authorization No. 9332
QA/QC:	AG	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

COTTAGES AT AMELIA

SIMMONS 9, LLC

WATER DETAILS

SHEET NO.
DT-3

of 9

Issue Date
FEBRUARY 2020

Project No.

Registered Professional

20-10.35



Civil & Environmental Engineering • Mechanical & Structural Engineering • Construction Management

June 22, 2020

Mr. Jacob Platt, Planner II
City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

**Re: Hardship Relief Request
 Cottages at Amelia
 SPR# 2020-02**

Dear Mr. Platt:

We respectfully request a hardship relief request, as outlined in Section 4.05.13 of the Land Development Code (Code). This relief request considers the strict implementation of minimum area and geometry requirements for shade/understory tree plantings. The Code requires that shade trees have 250 SF of area per tree and understory trees have 100 SF of area per tree. The Code does not specifically state a minimum landscape bed width or depth for residential uses, but this project requires some locations to be approximately 5 feet in width/depth. As a result, this project is attempting to establish its own residential standard relating to landscape bed geometry.

This project has lot areas as small as 1,643 SF, which complies with the MU-8 standards outlined in the Code. The Code requires that 2 trees per lot be planted no matter what the lot size is for a project. When considering the smaller lot areas and minimum tree area requirements, there is insufficient room to plant the required trees and meet lot areas and/or minimum landscape bed geometry standards.

This project also has taken on the effort of redeveloping a blighted commercial use that had minimal landscaping and was the subject of numerous Code Enforcement violations in the past. This project also aids considerably in the redevelopment of the 8th Street corridor, which is a longtime objective of the City. Finally, as a sign of good faith, the nonconforming and blighted improvements have been removed.

In an effort to plant as many trees as possible and comply with Code requirements, we are requesting a hardship relief request to accomplish this redevelopment goal. The project can plant 2 trees per lot; however, we are requesting some latitude on minimum area requirements and establish a minimum landscape bed width of 5 feet for tree plantings. This minimum bed width of 5 feet has been used successfully by the City of Fernandina Beach for shade trees in its downtown area and we feel we can do the same with this urban project.

Thank you for your time on this matter.

Sincerely,

Nick E. Gillette, P.E.
Gillette & Associates, Inc.

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: Comprehensive Plan Amendment

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Kelly N. Gibson, AICP

Date: June 25, 2020

Submitted By: Kelly Gibson, AICP, Planning Director

2030 Comprehensive Plan, Coastal Management Element

'Peril of Flood' legislative updates depicting through strikethrough/underline the changes made for consistency with Section 163.3178(2)(f), Florida Statutes

Policy 5.02.08 (REVISED)

The City ~~shall~~ must coordinate with DEP in evaluating the location of the Coastal Construction Control Line (CCCL) and must require that any construction activities seaward of the CCCL established pursuant to Chapter 161.058 be consistent with statutory provisions.

Policy 5.04.01 (REVISED)

The City ~~shall~~ must designate Coastal High Hazard Areas (CHHA) on the Future Land Use Map (FLUM) series and ensure the criteria for mitigation found in a coastal high-hazard area is met, as defined in F.S. 163.3178(9). The CHHA is the area below the elevation of the Category 1 storm surge line as established by a Sea, Lake, and Overland Surges from Hurricanes (SLOSH) computerized storm surge model, ~~and as mapped in the Storm Tide Atlas 2011 as part of the Regional Evacuation Study.~~

Policy 5.04.05 (REVISED)

~~The City shall maintain a list of infrastructure facilities located in the CHHA which could be relocated, mitigated or replaced should state or federal funding become available for such activities. It is the City's intent to relocate, replace, or mitigate impacts to listed infrastructure facilities as funds become available.~~ The City must identify and assess all infrastructure located within the CHHA to determine its vulnerability. This vulnerability assessment will be based on data and analysis contained in the adopted Local Mitigation Strategy. Any decision to abandon or relocate infrastructure outside the CHHA following a natural disaster will be based on a benefit-cost analysis of vulnerable infrastructure consistent with the methodology provided for in the Local Mitigation Strategy.

REVISED OBJECTIVE: 5.03. FLOOD RESILLENCY, HAZARD MITIGATION, DISASTER PREPAREDNESS, AND POST-DISASTER REDEVELOPMENT

The City ~~shall~~ must protect the safety of residents and visitors through limitations on development within the Coastal High Hazard Area, preparation of a post-disaster plan, ~~and~~ through maintaining evacuation routes and standards for evacuation times and by implementing regulations which serve to reduce risks to human life and property from the effects of coastal flooding, erosion, storm surge, sea level rise, or damage to environmental systems and other natural hazards in the coastal and riverine areas through sound planning practices.

Policy 5.03.12 (REVISED)

Construction in floodplains ~~shall~~ must adhere to local development standards in keeping with the requirements of the National Flood Insurance Program (NFIP). The City ~~shall~~ must maintain and update as needed maps of existing development and densities within the floodplain, FEMA flood zones and repetitive loss maps, storm surge/Coastal High Hazard Area maps, and sea level rise impact maps – identifying current and potential future areas subject to inundation.

Policy 5.03.14

The City must document and maintain maps of extreme high tides (“king tides”), more frequent severe rainfall events, and newly revealed areas at risk of flooding to efficiently target mitigation efforts.

Policy 5.03.15

The City has adopted and must maintain a floodplain management ordinance that establishes requirements to safeguard the public health, safety, and general welfare, and minimizes public and private losses due to flooding through regulation of development in flood hazard areas.

Policy 5.03.16

The City must monitor the floodplain ordinance for consistency with the Florida Building Code and any needed updates, and must ensure that future modifications of flood-resistant construction requirements in the floodplain ordinance continue to be consistent with, or more stringent than, requirements of the Florida Building Code and applicable floodplain management regulations set forth in 44 C.F.R. part 60.

Policy 5.03.17

The City floodplain manager and/or Building Official or designee must review all permit applications and site development plans to determine whether proposed development sites will reasonably be safe from flooding. If a proposed development site is in a flood hazard area, all site development activities (including grading, filling, utility installation, and drainage modification), all new construction and substantial improvements must be designed and constructed with methods, practices and materials that minimize flood damage and that are in accordance with the City floodplain ordinance.

Policy 5.03.18

The City must continue to upgrade stormwater infrastructure through drainage improvements, installation of tidal backflow preventers, and seawall/bulkhead repair in addition to sustainable flood management actions such as installation of bioswales, recharge through drainage wells, use of pervious pavement, maintenance of natural preserve and open space areas, and protection of tidal beaches that will be adaptable to future climate events.

Policy 5.03.19

The City must consider purchasing properties in areas most vulnerable to destructive storm surge and flooding for recreational uses and open space.

Policy 5.03.20

The City must ensure that adequate debris staging areas exist and that such staging areas are not in the CHHA, the floodplain, wetlands, other environmentally sensitive area, or area with known cultural or archaeological resources.

Policy 5.03.21

The City must continue participation in the National Flood Insurance Program Community Rating System to reduce flood losses, achieve flood insurance premium discounts for residents, and strive toward Higher Regulatory Standards in order to improve the City's score with each recertification process.

Policy 5.03.22

The City must pursue, through partnerships, hydrologic and hydraulic studies for areas of the City without known base flood elevation information. This information can be used as the basis for updates to Federal Emergency Management Agency (FEMA) flood insurance studies (FIS), flood insurance rate maps (FIRM), and the City's floodplain management ordinance.

2030 Comprehensive Plan, Coastal Management Element

‘Peril of Flood’ Legislative Updates Background Data & Analysis

F.S. 163.3178(2)(f) specifies components that must be contained in the coastal management element required for a local government comprehensive plan. Each must contain a coastal redevelopment component that addresses how to eliminate inappropriate and unsafe development in the coastal areas when opportunities arise. The redevelopment component must (outlined in sections 1 – 6 below with reference to existing, revised, and new policies):

1. Include development and redevelopment principles, strategies, and engineering solutions that reduce the flood risk in coastal areas which results from high-tide events, storm surge, flash floods, stormwater runoff, and the related impacts of sea-level rise.

Existing Policies

Policy 1.07.03 – Requiring compliance with Florida Statute 163.3178(9)(a) prior to approving a density change in land use within the CHHA

Policy 5.03.04 – Providing a hurricane guide to citizens

Policy 5.03.05 – Developing a post-disaster redevelopment plan that provides the basis for executing specific activities during times of natural disaster

Policy 5.04.02 – Requiring proposed development in CHHA to be evaluated for impacts on traffic circulation, evacuation routes, and proximity to off-island shelter facilities

Policy 5.04.03 – Not allowing public expenditures for infrastructure improvements which subsidize increases in development in the CHHA

Policy 5.04.04 – Requiring that, prior to the development of public facilities in the CHHA, it shall be determined that no other feasible sites exist outside the area

Policy 5.04.06 – Meeting standards for construction within coastal high hazard area and flood proofing

Policy 5.04.07 – Prohibiting amendments to the FLUM which result in a net increase in residential density in the CHHA

Policy 5.04.08 – Directing population concentrations, including nonresidential development, away from the CHHA

Policy 5.04.09 – Prohibiting the location of new assisted living facilities, nursing homes, hospitals, or other similar facilities within the CHHA

Policy 5.04.10 – Recognizing sea-level rise as a potential coastal hazard; working with partners and relevant entities to develop strategies for responding to sea-level rise

Revised Policies

Policy 5.04.01 – Designating CHHA on FLUM and ensuring criteria for mitigation found in CHHA is met

New Policies

Policy 5.03.14 – Documenting and maintaining maps of extreme high tides, more frequent severe rainfall events, and newly revealed areas at risk of flooding

Policy 5.03.15 – Maintaining an adopted floodplain management ordinance

Policy 5.03.17 – Reviewing all permit applications and site development plans to determine whether proposed development sites will be reasonably safe from flooding

Policy 5.03.18 – Continuing to upgrade stormwater infrastructure through drainage improvements, installation of tidal backflow preventers, and other site specific techniques

Policy 5.03.20 – Ensuring that adequate debris staging areas exist and that such staging areas are not in the CHHA

2. Encourage the use of best practices development and redevelopment principles, strategies, and engineering solutions that will result in the removal of coastal real property from flood zone designations established by the Federal Emergency Management Agency.

Existing Policies

Policy 5.03.05 – Developing a post-disaster redevelopment plan that provides the basis for executing specific activities during times of natural disaster. The PDRP should provide a basis for executing the following activities during times of natural disaster:

Policy 5.03.05 (d) – Analyzing and recommending hazard mitigation options, including reconstruction or relocation of damaged public facilities.

Policy 5.03.05 (e) – Developing a redevelopment plan including limitations on redevelopment in areas which have experienced destruction or severe damage from storm surge, waves, erosion, or other manifestations of storm-driven waters

Policy 5.03.05 (f) – Discouraging the rebuilding and redevelopment of facilities which encourage growth in hazardous areas

Policy 5.03.05 (m) – Considering development credits or transfer of development rights for use as incentives to reduce rebuilding damaged structures in the CHHA

Policy 5.04.08 – Directing population concentrations, including nonresidential development, away from the CHHA

Revised Policies

Policy 5.04.05 – Identifying and assessing all infrastructure located within the CHHA to determine its vulnerability so that decisions on abandonment or relocation outside the CHHA are better informed

New Policies

Policy 5.03.19 – Purchasing properties in areas most vulnerable to destructive storm surge and flooding for recreational uses and open spaces

3. Identify site development techniques and best practices that may reduce losses due to flooding and claims made under flood insurance policies issued in this state.

Existing Policies

Policy 5.04.06 – Requiring permanent building construction to meet the standards of the National Flood Insurance Program and local floodplain protection regulations

Policy 5.03.05 (n) – Recommending techniques and methods that lower densities along the oceanfront, as part of PDRP

Policy 5.05.09 – Protecting recreational and commercial working water fronts, helping to prevent losses from disasters

New Policies

Policy 5.03.22 – Pursuing hydrologic and hydraulic studies for areas of the City without known base flood elevation information

4. Be consistent with, or more stringent than, the flood-resistant construction requirements in the Florida Building Code and applicable flood plain management regulations set forth in 44 C.F.R. part 60.

Revised Policies

Policy 5.03.12 – Ensuring that construction in floodplains must adhere to local development standards in keeping with the requirements of the NFIP

New Policies

Policy 5.03.16 – Monitoring the local floodplain ordinance for consistency with the Florida Building Code and any needed updates; and ensuring that future modifications of flood-resistant construction requirements continue to be consistent, or more stringent than, requirements of the Florida Building Code

5. Require that any construction activities seaward of the coastal construction control lines established pursuant to s. 161.053 be consistent with chapter 161.

Existing Policies

Policy 5.02.09 (a) – Avoiding adverse impacts on the contours and topography 1,000 feet landward of the CCCL

Policy 5.02.09 (b) – Avoiding adverse impacts on the contours and topography for properties eastward of the CCCL

Policy 5.02.12 – Requesting that DEP promptly notify the City of all applications within the City seeking variances or other relief from the CCCL

Revised Policies

Policy 5.02.08 – Coordinating with DEP in evaluating the location of CCCL and require any construction activities seaward of the CCCL be consistent with statutory provisions

6. Encourage local governments to participate in the National Flood Insurance Program Community Rating System administered by the Federal Emergency Management Agency to achieve flood insurance premium discounts for their residents.

Revised Policies

Policy 5.03.12 – NFIP construction standards and mapping of existing development and densities

Policy 5.03.12 – Ensuring that construction in floodplains must adhere to local development standards in keeping with the requirements of the NFIP

New Policies

Policy 5.03.21 – Continuing to participate in the National Flood Insurance Program (NFIP) Community Rating System (CRS)

Other Existing Generalized Floodplain References

Policy 5.03.12 – NFIP construction standards and mapping of existing development

Policy 5.03.13 – Storage of hazardous materials

Policy 5.04.06 – meeting standards for construction within CHHA area

Policy 5.07.20 – requirements of LDRs

Policy 5.14.08 – Special requirements for development activities within floodplain

Policy 1.02.05 – LDC requirements

Policy 1.02.04 – Decisions on FLUM

Policy 1.03.01 – resource protection, LDRs to address development in floodplain

Objective 4.05 – Stormwater Management, **Policies 4.05.04, 4.05.07, 4.05.12, 4.05.15**

Policy 6.06.01 – city-owned floodplains and conservation lands

Policy 7.03.02 – compatible regulations with Nassau County and SJRWMD

Policy 7.04.10 – Work to establish a single regulatory framework

Policy 10.03.08 – Future School siting outside of flood prone areas

Objective 11.05 – Post-disaster strategies in Historic District

2030 Comprehensive Plan, Future Land Use Element

‘Seasonal Population’ legislative updates depicting through strikethrough/underline the changes made for consistency with Sections 163.3177(6)(a)(4) and 163.3177(6)(a)(8)

Future Land Use Policy 1.02.04.

Decisions on amendments to the FLUM shall be based on an analysis of the suitability and compatibility of the proposed use, based on the following factors:

- a. Type and density or intensity of surrounding uses;
- b. Zoning districts in the surrounding area;
- c. Demonstration of adequate water supply and water supply facilities;
- d. Appropriateness of the size of the parcel compared to the proposed use;
- e. Physical condition of the site, and the suitability of soils and topography for the proposed use;
- f. Suitability of the site based on the presence or absence of natural resources, environmentally sensitive lands, flood zones, or historic resources;
- g. Compatibility factors;
- h. Impact on adopted levels of service standards and quality of service standards; ~~and~~
- i. Location in a Coastal Upland Protection Zone (CUPZ); and
- j. The community vision and allowing for the operation of real estate markets to provide adequate choices for permanent and seasonal residents and business. This analysis must analyze at least three aspects of seasonal population: hotel/motel occupants, short-term rentals, and occupancy of second homes.

2030 Comprehensive Plan, Future Land Use Element

‘Seasonal Population’ Legislative Updates Background Data & Analysis

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Relevant Excerpts from the 2019 FERNANDINA BEACH EVALUATION AND APPRAISAL REVIEW (EAR)

Excerpt from Part 1, Section 3

The following amendments will be made to address statutory charges:

- Chapters 2011-139 and 2012-99, amending Sections 163.3177(6)(a)(4) and 163.3177(6)(a)(8), Florida Statutes, required and optional elements of the comprehensive plan; studies and surveys. The required updates relate to providing a balance of uses while allowing for the operation of real estate markets to provide adequate choices for permanent and seasonal residents and businesses and accommodating the minimum amount of land needed to achieve these goals, and the analysis required to support changes to the future land use map.

The April 23, 2019 public workshop considered a draft of text addressing this issue. The text below has distributed as it has been used successfully to satisfy State requirements on this issue, and there was significant consensus on the additional, underlined text.

Objective: The amount of land designated for future land uses in the City shall, consistent with community vision, allow for the operation of real estate markets to provide adequate choices for permanent and seasonal residents and business.

Policy: Future Land Use Map amendments shall include the following analyses:

- a. An analysis of the availability of facilities and services. This shall include data and analysis regarding the capacity of the future land use to accommodate the proposed amendment, and data and analysis addressing at least three aspects of seasonal population: hotel/motel occupants, short-term rentals, and occupancy of second homes.
- b. An analysis of the sustainability of the plan amendment for its proposed use considering the character of undeveloped land, soils, topography, natural resources, and historic resources on site.
- c. An analysis of the minimum amount of land needed to achieve the goals and requirements of the Objective above.

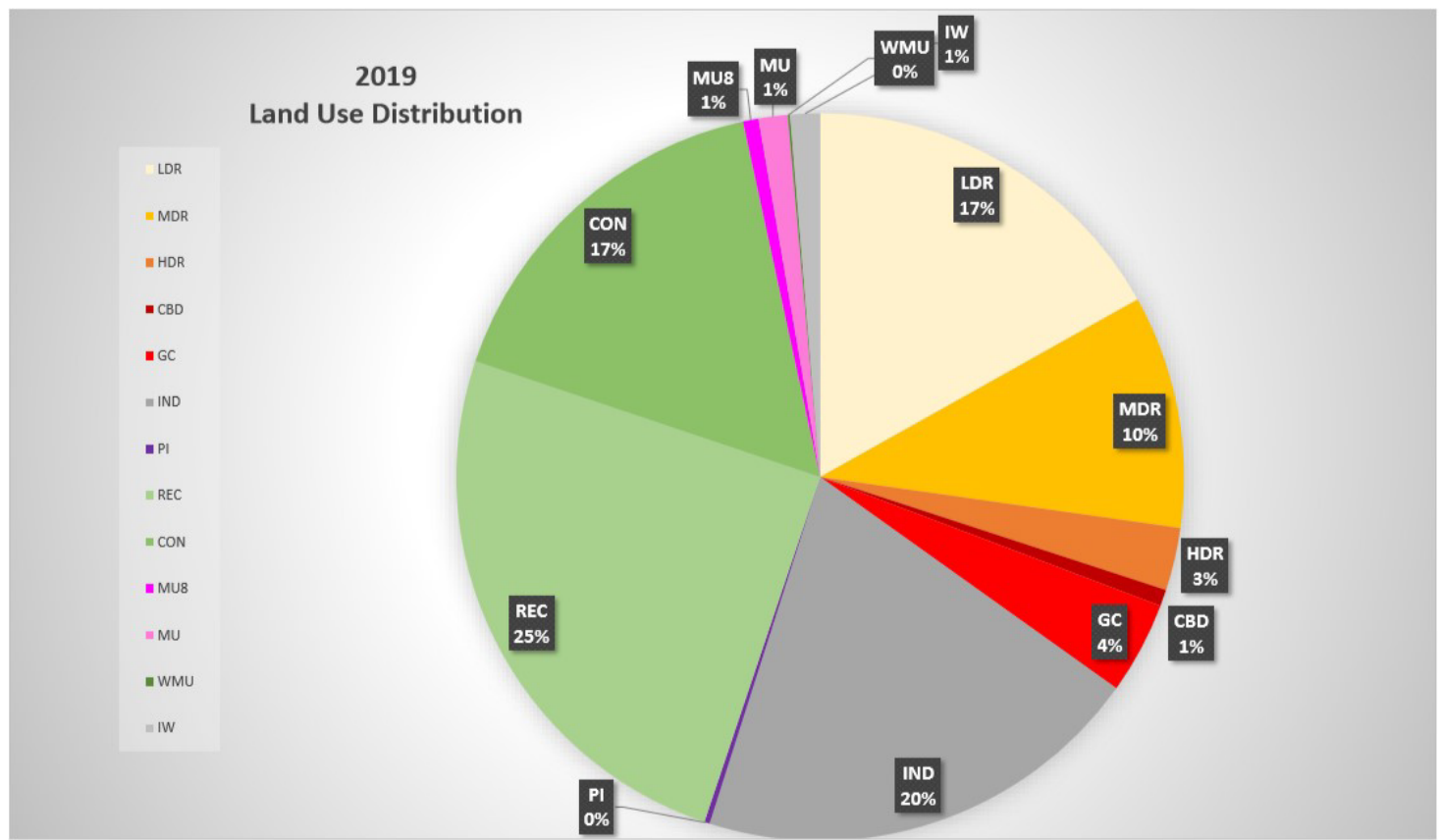
Excerpt from Part 2, Section 3

3) Future Land Use Map Distribution

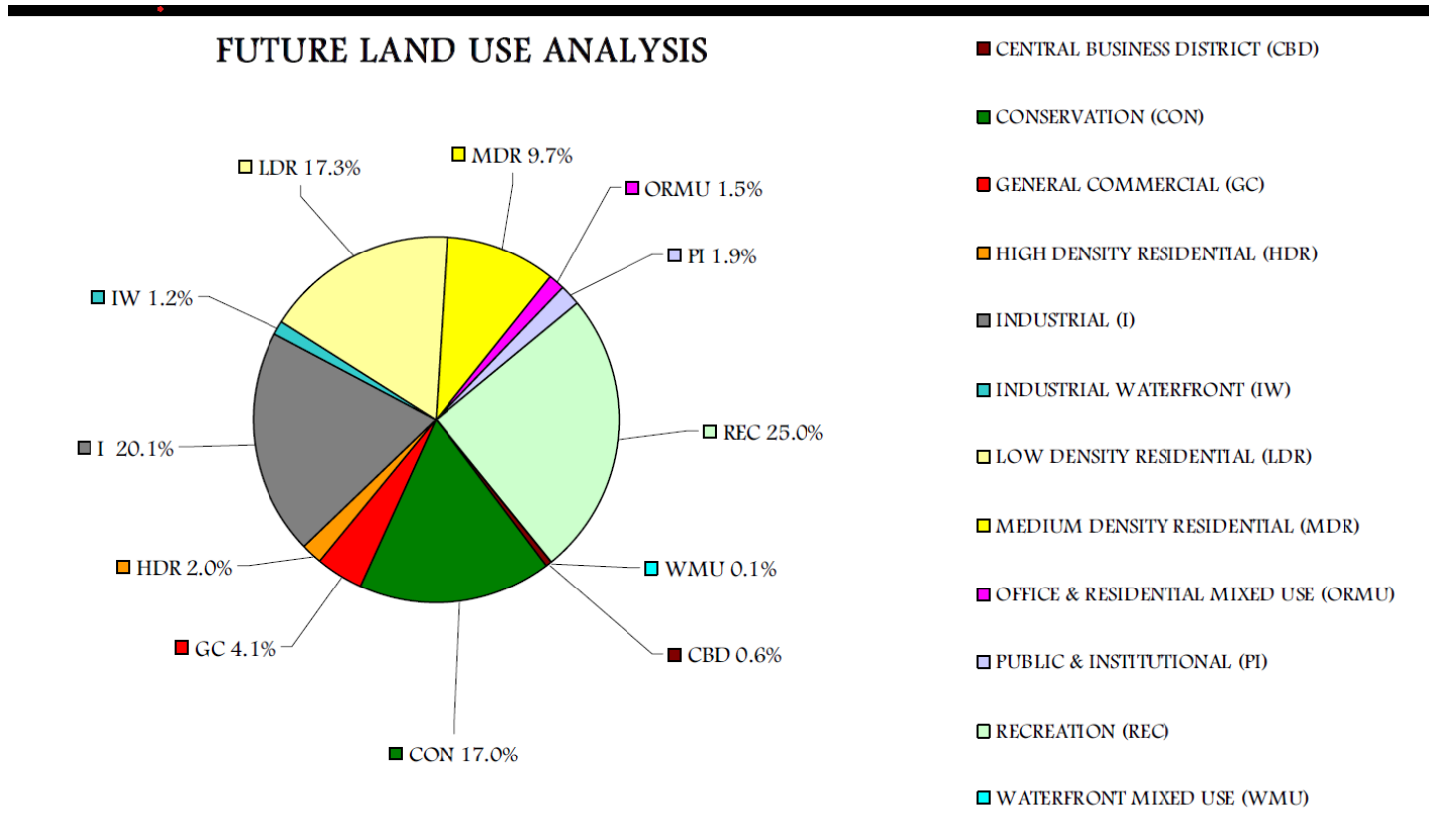
The City is comprised of four primary land use categories: Conservation/ Parks & Open Space, Residential, Commercial and Industrial as depicted on the Future Land Use Map (FLUM). Almost half (42%) of the City is held in conservation or recreational land use. The City’s available residential land makes up another 29%. Just over 21% of the City is held as industrial land and about 4% of the City is commercial. The remaining land use designations are mixed use districts comprised of both commercial and residential uses (CBD, ORMU, and WMU) and public/ institutional lands (PI); combined, these categories hold the remaining 4% of the City’s available land uses.

A comparison of the Future Land Use Map categories in 2009 and 2019 reveals that very little change has occurred to the overall land use composition the City. Some land use categories have marginally changed. The marked increase within the High-Density Residential land use category is attributed to a large-scale annexation within this district. The Central Business District witnessed an increase due to the previously anticipation conversion of lands for properties within the established Community Redevelopment Area (CRA). Nominal change occurred as part of the 8th Street effort which modified General Commercial and Medium Density Residential lands to a new 8th Street Mixed Use designation.

2019 Future Land Use Distribution



2009 Future Land Use Distribution



Residential land uses in Fernandina Beach vary from low densities of four units per acre to high density allowing up to a maximum of ten units per acre. Higher densities are found primarily along the North/South Fletcher Avenue (A1A) beach area and the City's historic "Old Town" area, where the City maintains the original 1811 Spanish plat. The City permits residential, office and retail mixed uses in its Central Business District (CBD) at 34 dwelling units per acre, Office

& Residential Mixed Use (ORMU) at eight dwelling units per acre, and Waterfront Mixed Use (WMU) at two dwelling units per acre future land use categories. Commercial uses within the City are clustered around the dominant commercial “corridors,” located along the major roadways of A1A/S.R.200/ 8th Street, 14th Street and Sadler Road. Only a few commercial land use designations are found along the Fletcher Avenue/ A1A corridor.

Industrial (I) and Industrial Waterfront (IW) land use categories surround the City’s National Register designated historic downtown Central Business District area. West Rock and Rayonier pulp/paper mill factories are located on the north and south ends of downtown. Front Street historically held industrial waterfront related uses such as shrimp docks, processing plants and marinas. Today, the Front Street area is within the City’s Community Redevelopment Area (CRA) and most of the remaining privately-owned small IW properties are eligible to apply for a Waterfront Mixed Use land use designation that provides the opportunity to have both commercial/waterfront industrial and low-density residential uses. The area surrounding the City’s Airport is the other area allocated for industrial land uses.

It is anticipated that Low and Medium Density land use categories will witness the greatest amount of infill development. This equates to just over 700 new single-family residential structure within the 2045 planning horizon. **Table II-4** describes all Future Land Use Map categories containing residential density. Under the existing Future Land Use Map an estimated buildout on existing lots will bring approximately 1990 people to add to the City’s population on a total of 913 new residential structures.

<u>Table II-4.</u> <u>Vacant</u> <u>Residential</u> <u>Lands FLUM</u>	<u>Vacant Land</u> <u>(acres)</u>	<u>Density</u> <u>(dwelling</u> <u>units/acre)</u>	<u>Potential</u> <u>Residential</u> <u>Dwelling Units</u>	<u>Average</u> <u>Household</u> <u>size (2.18)</u>
<u>CBD</u>	<u>0.87</u>	<u>34</u>	<u>30</u>	<u>64</u>
<u>MU</u>	<u>3.97</u>	<u>8</u>	<u>32</u>	<u>69</u>
<u>MU8</u>	<u>0.72</u>	<u>18</u>	<u>13</u>	<u>28</u>
<u>LDR</u>	<u>54.26</u>	<u>4</u>	<u>217</u>	<u>473</u>
<u>MDR</u>	<u>62.37</u>	<u>8</u>	<u>499</u>	<u>1088</u>
<u>HDR</u>	<u>12.24</u>	<u>10</u>	<u>122</u>	<u>267</u>
<u>WI</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>
<u>TOTAL</u>	<u>134.43</u>	<u>84</u>	<u>913</u>	<u>1990</u>

SOURCE: Fernandina Beach Future Land Use Map, US Census Bureau (Avg. Household Size)

City of Fernandina Beach Water Supply Facilities Work Plan

Public Facilities Element

Exhibit A

(2020 - 2035)

Prepared by:
Northeast Florida Regional Council
2020

Section 1: Introduction

The purpose of the Fernandina Beach (the City) Water Supply Facilities Work Plan (Work Plan) is to identify and plan for the water supply sources and facilities needed to serve existing and new development within the City's jurisdiction. The Work Plan planning period of 2020-2035 was determined after reviewing the 2035 expiration date for the NFRWSP.

At a minimum, it will be necessary to update this document prior to the end of the planning period. In addition, in accordance with Section 163.3177(6)(c), and Section 163.3177(4)(a), F.S., the City must ensure coordination of its comprehensive plan with the plans of SJRWMD. Therefore, if SJRWMD updates its NFRWSP and affects the City, it will be necessary to update the Work Plan during the planning period. Public Facilities Element Policy 4.12.01 and related policies contains enabling language to ensure coordination with SJRWMD's plans.

Section 2: Potable Water Supplier(s) and Service Agreement(s)

2.1 Potable and Nonpotable Water Supplier(s) Information

Figure 1 contains a map of the City's potable water service area, with well station locations identified. Within the City's municipal limits, there are six active stations (#53, #54, #55, #56, #57, and #58) permitted for public supply use. The City of Fernandina Beach supplies its own potable water and does not have any agreements with outside water suppliers.

Figure 1: City of Fernandina Beach Water Supply Service Area



2.2 Water Supply Agreements

Nassau County

The City provides potable water and sanitary sewer services to a portion of unincorporated areas within Nassau County. However, the City does not currently have a written agreement with Nassau County regarding these services. The City plans on exploring options for establishing an agreement with Nassau County regarding its provision of utility services.

2.3 Voluntary Annexation Agreements

City of Fernandina Beach and Property Owners

Pursuant to 82-44 and 82-403 of the Municipal Code the City extends potable water and sanitary sewer services to properties in unincorporated areas of Nassau County following the execution of a voluntary annexation agreement. As of June 2020, the City has documented [REDACTED] agreements. Of this total, [REDACTED] are currently contiguous to the City's jurisdictional boundary and will become incorporated by the end of the calendar year. The remaining properties continue to receive City services and pay a 25% surcharge on monthly bills until they become continuous and are eligible for annexation.

The map displays the City of St. Louis with its city limits outlined in yellow. Red shaded regions indicate areas covered by Water Sewer Agreements. Major roads shown include Market St, Franklin Rd, and the Mississippi River. A legend in the bottom left corner identifies the yellow outline as 'City Limits' and the red shaded areas as 'Water Sewer Agreements'. A north arrow is located in the top left corner.

3.1 Water Sources

3.2 Potable Water Demand, Supply, and Facility Capacity

Table 2. City of Fernandina Beach Water Supply Service Area Projections

	2020	2025	2030	2035
Population ¹	21,412	23,315	25,142	25,910
Demand ²	3.75	4.08	4.40	4.53

² Ibid.

CUP Allocation (mgd) ³	6.14	6.58	6.58	6.58
WTP Capacity (mgd) ⁴	18.2	18.2	18.2	18.2

Table 2 demonstrates that the City has adequate potable water supply and facility capacity to accommodate the existing population and projected growth within its service area throughout the planning period.

Section 4: Non-potable Water Suppliers, Sources, Services, and Facilities

4.1 Non-Potable Water Services

The City of Fernandina Beach owns and operates a 3.5 MGD wastewater treatment plant. One hundred percent of the discharge of wastewater from the WWTP is sent into the Amelia River. In 2020, the average daily flow is 1.71 MGD. The wastewater facility is located at 1007 S. 5th Street in Fernandina Beach, Florida. Recognizing that this discharge is a potential source of nonpotable water, the City has future intentions to study this issue. Policy 4.03.05 addresses the timing and development of a reclaimed water program.

Section 5: Water Supply and Facility Concurrency

5.1 Potable Water Level of Service

The City is ultimately responsible for authorizing development within its municipal limits. All future development and redevelopment in the City must be compatible with the adopted LOS standards. Policy 4.01.01 contains enabling language that establishes the City's potable water facilities level of service.

5.2 Water Supply and Facility Concurrency

The current legislative requirements for concurrency [i.e., Section 163.3180(2)(a), F.S.] require that the City's comprehensive plan and land development regulations to ensure that adequate water supplies and facilities are available to serve new development no later than the date on which the City anticipates issuing a certificate of occupancy. In addition, the City must, prior to the approval of a building permit, determine whether adequate water supplies will be available to serve the development by the anticipated issuance date of the certificate of occupancy. Policy 4.03.02 contains language that addresses water supply concurrency statute provisions.

³ City's CUP expires in 2021. Therefore, table utilized the CUP allocation for the last year of the CUP [2021] for 2025, 2030, and 2035.

⁴ City of Fernandina Beach Utilities Department.

Section 6: Water Supply and Facility Capacity Projects – Alternative and Traditional; Potable and Nonpotable

6.1 Fernandina Beach Water Supply Projects

Fernandina Beach does not currently have any projects listed in the NFRWSP.

Section 7: Water Conservation Practices

The City currently implements water conservation practices, including some that are enabled by comprehensive plan policies.

7.1 Water Source Protection Practices

Water conservation is important to reduce potable water demand. The City's water conservation practices include the following:

- Provide a safe and adequate supply of potable water to meet demands of residents (Policy 4.03.01) (Public Facilities)
- Establish water conservation programs and methods (Policy 4.03.06) (Public Facilities)
- Include standards in City's land development regulations that will assist in achieving a reduction in the current rates of water consumption (Policy 4.03.08) (Public Facilities)
- Promote Voluntary Water Conservation measures and enforce mandate of measures during water shortage emergencies (Policy 4.03.2) (Public Facilities)
- Implement water conservation practices as detailed in the City's CUP (Policy 4.03.15) (Public Facilities)

Section 8: Nonpotable Water (reuse) Practices

The City currently implements reuse practices, including some that are enabled by comprehensive plan policies.

8.1 Reuse Practices

Utilization of reuse water is important to reduce potable water demand. The City's reuse practices include the following:

- Encourage pulp mill industries and City facilities in the reuse of reclaimed wastewater (Policy 4.03.07) (Public Facilities)

- Evaluate the feasibility of a reclaimed water program for uses, such as irrigation, that do not require potable water (Policy 4.03.05) (Public Facilities)
- Include standard in City's land development regulations allowing for installation of irrigation systems designed to accept non potable water and connection to a nonpotable water distribution system, when feasible, and available (Policy 4.03.08) (Public Facilities)
- Retrofit existing public irrigation systems to utilize reclaimed water or other non-potable water sources as soon as it becomes available (Policy 4.03.11) (Public Facilities)

Exhibit B

2030 Comprehensive Plan, Public Facilities Element

Referenced in the Water Supply Facilities Work Plan depicting through strikethrough/underline the changes made for Consistency with Section 163.3177(6)(c)3, Florida Statutes

Policy 4.03.05.

~~By December 2013,~~ The City must ~~must~~ evaluate the feasibility of a reclaimed water program for uses, such as irrigation, that do not require potable water. When a reclaimed water program is determined to be feasible, the City must establish a reclaimed water program. The City will expand the availability of reclaimed water as the City determines it is economically feasible and practical to expand the program.

Policy 4.03.12.

~~Voluntary water conservation measures as defined by the St. Johns River Water Management District must be promoted and become mandatory during water shortage emergencies for all potable water users including domestic, public, institutional, industrial, commercial, and agricultural. The City must cooperate with SJRWMD during declared water shortage emergencies by conserving water resources and assisting with enforcement of water shortage emergency declaration, orders, and plans (Rule 40C-21, F.A.C., SJRWMD water shortage plan).~~

OBJECTIVE 4.12.

The City must maintain a Water Supply Facilities Work Plan as required by Florida Statutes.

Policy 4.12.01.

The City must maintain a Water Supply Facilities Work Plan (Work Plan) that is coordinated with SJRWMD's North Florida Regional Water Supply Plan (NFRWSP). The Work Plan and related comprehensive plan policies will be updated, as necessary, within 18 months of an update of the NFRWSP that affects the City.

Policy 4.12.02.

The City's Water Supply Facilities Work Plan (2020-2035) is incorporated into the comprehensive plan as Exhibit A of the Public Facilities Element.

Policy 4.12.03.

The Water Supply Facilities Work Plan must identify the water conservation and reuse practices, along with the traditional and alternative water supply projects, necessary to meet existing and future water demands.

Policy 4.12.04.

The Water Supply Facilities Work Plan will incorporate and identify the projects contained in the North Florida Regional Water Supply Plan and selected by the City for implementation (if any).

Policy 4.12.05.

The City will participate in the development of updates to the St. Johns River Water Management District (SJRWMD) Regional Water Supply Plan and other water supply development-related initiatives facilitated by the SJRWMD that affect the City.

2030 Comprehensive Plan, Public Facilities Element

Addressing the Designation of Nassau County as a Water Resource Caution Area

Background Data & Analysis

According to Chapter 163.3177(6)(c) of the Florida Statutes, local governments subject to a Regional Water Supply Plan (RWSP) are required to amend their comprehensive plan to adopt a Water Supply Facilities Work Plan within 18 months of RWSP approval. The Northeast Florida Regional Water Supply Plan, approved in January 2017, designated the planning area as a Water Resource Caution Area. The City is required to update its Comprehensive Plan to address this requirement. A new objective 4.12 has been added with related policies to address this issue, and the Water Supply Facilities Work Plan is proposed to be added to the Public Facilities Element as an Appendix. It is proposed to be added in its entirety and as such, is not presented in underline/strikethrough format.

FERNANDINA BEACH EVALUATION AND APPRAISAL REVIEW (EAR) REPORT



Table of Contents

Part 1. Overview

- 1) Process
- 2) Public Participation
- 3) Legislative and Regulatory Changes

Part 2. Community Assessment

- 1) Changes in Land Area
- 2) Population Trends and Estimates
- 3) Future Land Use Distribution
- 4) Demographic profile
- 5) Internal and External Economic Forces

Part 3. Local Major Issues

- 1) Managing growth
- 2) Implementation
- 3) Intergovernmental Coordination

Part 4. Assessment of Plan Goals, Objectives and Policies

- 1) Future Land Use Element
- 2) Multi-modal Transportation Element
- 3) Housing Element
- 4) Public Facilities Element
- 5) Conservation and Coastal Management Element
- 6) Recreation and Open Space Element
- 7) Intergovernmental Coordination Element
- 8) Capital Improvements Element
- 9) Port Element
- 10) Public School Facilities Element
- 11) Historic Preservation Element
- 12) Economic Development Element
- 13) Comprehensive Plan Implementation Measures

Part 1. OVERVIEW

1) Overview of Process

The State of Florida requires communities to review and assess their Comprehensive Plans periodically. The City of Fernandina Beach evaluation and appraisal report, which is frequently simply a letter outlining in general terms what is anticipated to be changed in the plan, and why. Once that letter is received by the Department of Economic Opportunity, the jurisdiction has one year to make changes to the plan. The City of Fernandina Beach opted to seek public input into the current plan, including what was working and what requires change. The Northeast Florida Regional Council (NEFRC) was engaged to facilitate the public conversation, document it, and produce a document in a format like the evaluation and appraisal of the Comprehensive Plan in 2009. Public input and the detailed input of members of the Planning Advisory Board were the principal sources for the local major issues and suggested changes to the plan.

2) Public Participation

The City of Fernandina Beach held four public open house meetings to gather input on the current plan from residents and business owners. These were held on April 23, 25, 28, and 30 of 2019, in four different, publicly accessible locations throughout the City. The open houses were well-attended, and participation was robust. Each open house focused on related elements of the current plan, and efforts were made to match the location to the topic where this was possible. Below is the flyer used as an invitation to the meeting.

2019
FERNANDINA BEACH
EVALUATION AND APPRAISAL REVIEW (EAR)



The meeting format was consistent. NEFRC staff provided a quick overview of the comprehensive planning process in Florida and the need for an evaluation and appraisal of the current, 2030 Comprehensive Plan. The input gathered on the current plan was to be used to create an Evaluation and Appraisal Report on the 2030 plan to be submitted to the State by September 1, 2019. That work, along with any comments on the report received by the State and its reviewing agencies, would be used to update the plan into the 2040 Comprehensive Plan. That update will be due by approximately September 1, 2020.

3) Legislative and Regulatory Changes

The following amendments will be made to address statutory charges:

- Chapters 2011-139 and 2012-99, amending Sections 163.3177(6)(a)(4) and 163.3177(6)(a)(8), Florida Statutes, required and optional elements of the comprehensive plan; studies and surveys. The required updates relate to providing a balance of uses while allowing for the operation of real estate markets to provide adequate choices for permanent and seasonal residents and businesses and accommodating the minimum amount of land needed to achieve these goals, and the analysis required to support changes to the future land use map.

The April 23, 2019 public workshop considered a draft of text addressing this issue. The text below was distributed as it has been used successfully to satisfy State requirements on this issue, and there was significant consensus of the additional, underlined text.

Objective: The amount of land designated for future land uses in the City shall, consistent with community vision, allow for the operation of real estate markets to provide adequate choices for permanent and seasonal residents and business.

Policy: Future Land Use Map amendments shall include the following analyses:

- a. An analysis of the availability of facilities and services. This shall include data and analysis regarding the capacity of the future land use to accommodate the proposed amendment, and data and analysis addressing at least three aspects of seasonal population: hotel/motel occupants, short-term rentals, and occupancy of second homes.
 - b. An analysis of the sustainability of the plan amendment for its proposed use considering the character of undeveloped land, soils, topography, natural resources, and historic resources on site.
 - c. An analysis of the minimum amount of land needed to achieve the goals and requirements of the Objective above.
- Chapter 2015-69, section 1, amending Section 163.3178, adding requirements to the Coastal Management Element to reduce the flood risk in coastal areas that result from high tide events, storm surge, flash floods, stormwater runoff and the related impacts of sea level rise.

The following amendments will be made to address the designation of Nassau County as a Water Resource Caution Area:

- Chapter 163.3177(6)(c) Florida Statutes requires that local governments within Water Resource Caution Areas adopt a Water Supply Facility Work Plan and adopt comprehensive plan amendments related to it.

Part 2. COMMUNITY ASSESSMENT

1) CHANGES IN LAND AREA- The City's current boundary measures at 12.49 square miles. Its land area represents just under 2% of Nassau County. Growth of the City is overwhelmingly dependent upon annexation through its provision of water and sewer services to area residents which abut the City's jurisdictional limits. Over the past 10 years, the City has increased its land area by approximately ½ a square mile, with the Crane Island development representing roughly half that land area in 2018. It is anticipated that the City will continue to experience a similar rate of growth into the next planning horizon. This will be witnessed through the execution of voluntary annexation agreements and anticipated development along the City's southern boundaries. **Table II-1** identifies the annexations which occurred between 2009-2019.

Table II-1. Annexations 2009-2019 (with missing 2003 case)

ORDINANCE NUMBER	TOTAL ACREAGE	OWNER	ADDRESS	DATE
2002-39 / RESO 2003-15	5.58	Joseph S. Francis M. Lee	2707 Sadler Rd	1/21/2003
2009-13	0.492	Richard A. & Kimberly Crawford	1220 S. 14th Street	9/1/2009
2010-28	2.67	COFB	2203 Ryan Road	10/19/2010
2012-24	2.06	Steve Johnson	1505 S. 14th St	11/7/2012
			1545 S. 14th St	11/7/2012
			1551 S. 14th St	11/7/2012
2013-04	0.71	CEMR Inc.	1463 Nectarine St	6/4/2013
(total 8.52)	4.75	Various	1601 Nectarine St	6/4/2013
	0.83	Trevett Homes Inc.	1603 Nectarine St	6/4/2013

2019
FERNANDINA BEACH
EVALUATION AND APPRAISAL REVIEW (EAR)

	2.23	Nassau BOCC	1620 Nectarine St	6/4/2013
2013-30	22.1	Various	2851 Bailey Road	11/19/2013
2013-38	4.47	Kermit G. Philipps Charitable Trust	Hirth Road	1/7/2014
2013-41	6.53	Kermit G. Philipps Charitable Trust	Hirth Road	1/7/2014
2014-08	1.18	Just Amelia LLC	960030 Gateway Blvd	5/20/2014
(Total 17.46)	1.22	Zions First Nat. Bank	960062 Gateway Blvd	5/20/2014
	0.33	Gaspar Holdings LLC	960062 Gateway Blvd	5/20/2014
	2.31	J Twenty-Nine Eleven LLC	960108 Gateway Blvd	5/20/2014
	1.31	Starmax Florida LLC	960144 Gateway Blvd	5/20/2014
	1.66	Various	960135 Gateway Blvd	5/20/2014
(reso 2013-45)	0.81	Hess Realty LLC	3100 S 8th Street	5/20/2014
	2.9	Gateway to Amelia	961687 Gateway Blvd	5/20/2014
	1.24	Gateway Commons	960185 Gateway Blvd	5/20/2014
	1.27	Gateway Commons	960194 Gateway Blvd	5/20/2014
	1.29	Corner Stone of Amelia	9900 A I Parkway	5/20/2014
	1.88	FPU	3076 S. 8th Street	5/20/2014
2014-31	1.3	Steve Johnson	1505 S. 14th St	12/2/2014

2019
FERNANDINA BEACH
EVALUATION AND APPRAISAL REVIEW (EAR)

2015-02	15.7	Summerwoods of Amelia	AI Pkwy / Hirth Rd (Riverbend)	7/21/2015
2015-31	0.46	James Hardwick	3133 Bailey Road	12/15/2015
	4.43	James Hardwick	3141 Bailey Road	12/15/2015
2016-24	0.96	Aspire at Amelia II LLC	3017 Amelia Road	10/4/2016
(total 7.91)	6.95	Aspire at Amelia II LLC	3021 Amelia Road	10/4/2016
2016-35	9.26	First National Bank South	S. 14th + Lime Street	1/17/2017
2018-22	0.46	Louis A & Rosemarie C. Llerandi	1336 S. 14 Street	9/18/2018
(total .66)	0.2	Louis A & Rosemarie C. Llerandi	1451 Nectarine St	9/18/2018
2018-25	0.57	Prestar LTD	TJ Courson	9/18/2018
2018-33	187.29	Crane Island	Crane Island	2/19/2019
2018-45	0.61	AI Pkwy / Entry to Aspire	The Aspire at Amelia LLC	1/15/2019
TOTAL ACREAGE	298.012			

2) POPULATION TRENDS AND ESTIMATES

Fernandina Beach has experienced stable growth increases over the past 50 years. During the decade between 1960 -1970 the City's population dropped by roughly 300 people. This decrease may be attributed in part to the September 1964 hurricane, Hurricane Dora. Dora, with 110 mph winds, severely damaged the City's waterfront and downtown CBD causing over \$3.1 billion (1995 USD) in damages to the Northeast Florida region (NOAA-American Meteorological Society). The City was able to recover from a 4% population decrease by 1980 and grew at a more rapid rate of roughly 20% in the two decades (1980-2000) that followed, respectively. The City's population estimate in 2010 indicated less than 8% growth within that decade. When viewed collectively, the City has maintained a steady rate of growth measuring around 1% each year since 1960. **Table II-2** displays the population estimates and changes for the City for the decades between 1960 and 2010. **Table II-3** illustrates an estimated continued pattern of growth at 1% annually between the years of 2010-2019.

This annual trend is forecasted to continue through the next planning horizon with the City's estimated population nearing 14,500 by the year 2045 according to the University of Florida, Bureau of Economic and Business Research (BEBR) population models. Models indicate most of the growth is expected early within the planning horizon and predict even slower rates of increase as we near the year 2045. Forecasting models predict that the City's 2070 population will be near 15,000 people. The City's share of the County's population is expected to decline over the next 25 years. By 2045, the City's population will comprise approximately 13% of the County's overall population. Based on BEBR projections Nassau County is expected to grow about 5% between 2020-2025. The average annual rate of population increase for Nassau County is anticipated to decline to around 1% by 2045. Between 2025-2045, Nassau County is expected to grow by almost 23,800 people of which the City's share of population is approximately 2,300 new residents during the same timeframe." *These figures are expected to be refined with the final population model prepared by BEBR in late- December 2019.*

Table II-2. Historical US Census Counts for Fernandina Beach, Florida

YEAR	POPULATION ESTIMATE	NUMERICAL CHANGE	PERCENTAGE CHANGE	ANNUAL RATE OF GROWTH
1960	7276			
1970	6955	-321	-4.41%	
1980	7224	269	3.87%	0.39%
1990	8765	1541	21.33%	2.13%

2019
FERNANDINA BEACH
EVALUATION AND APPRAISAL REVIEW (EAR)

2000	10654	1889	21.55%	2.16%
2010	11487	833	7.82%	0.78%
GROWTH 1960-2010			55%	
AVG. ANNUAL RATE OF GROWTH				1%
<i>Source: Population Division, US Census Bureau 1960-2010</i>				

Table II -3. Fernandina Beach Estimated Population Change 2010-2019

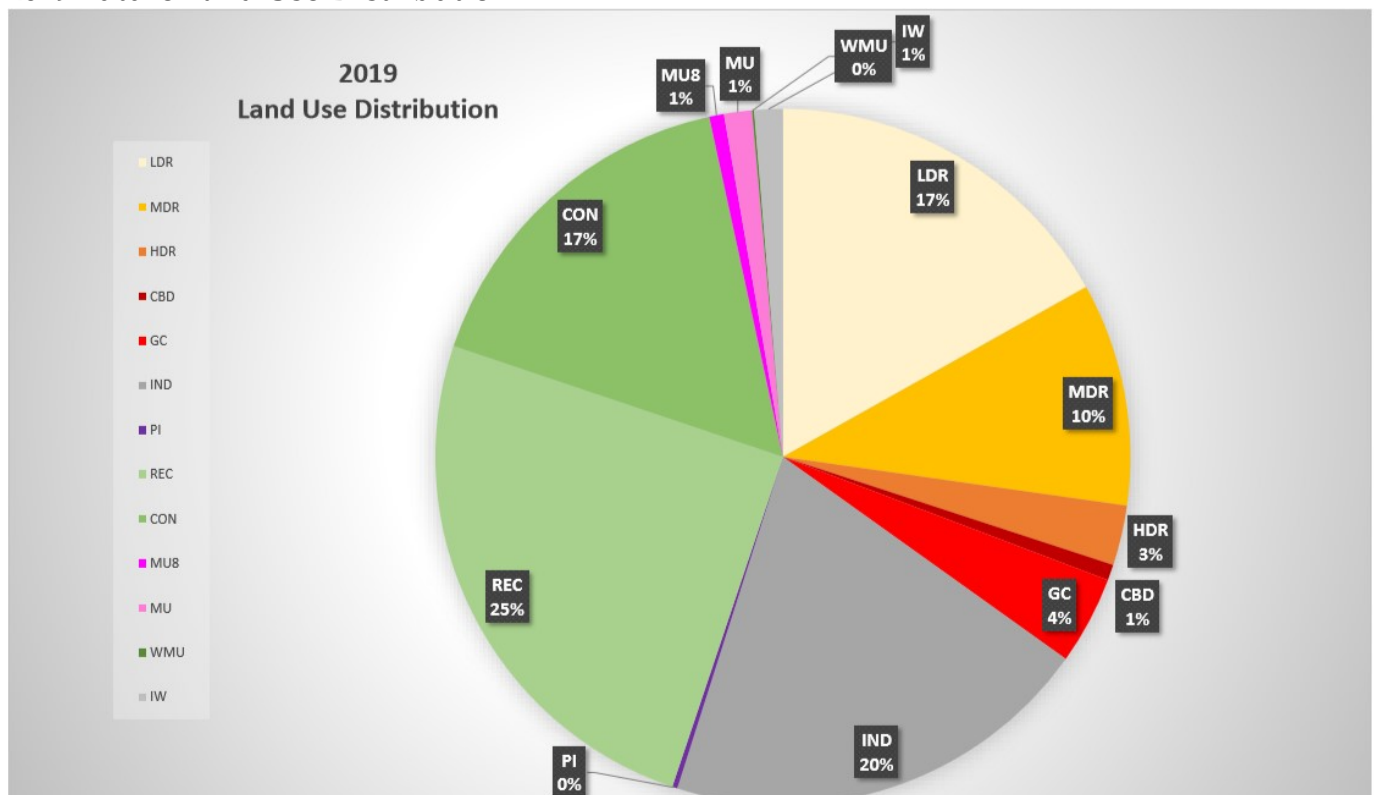
YEAR	EST. POPULATION	NUMERICAL CHANGE
2010	11,487	
2011	11,409	-78
2012	11,486	77
2013	11,524	38
2014	11,636	112
2015	11,705	69
2016	11,881	176
2017	11,960	79
2018	12,234	274
2019	12,558	324
% Change in 9 Years = 9.32%		
Annual Rate of Growth = 1%		
<i>Source: US Bureau, American Community Survey 2010 - 2019</i>		

3) Future Land Use Map Distribution

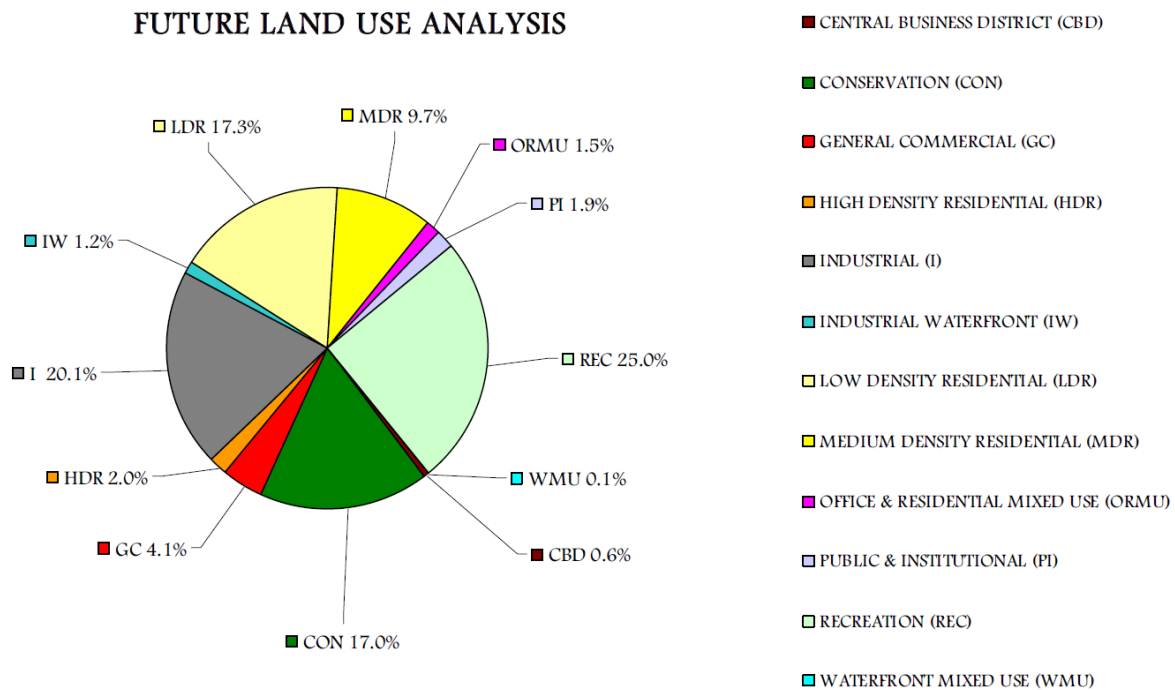
The City is comprised of four primary land use categories: Conservation/ Parks & Open Space, Residential, Commercial and Industrial as depicted on the Future Land Use Map (FLUM). Almost half (42%) of the City is held in conservation or recreational land use. The City's available residential land makes up another 29%. Just over 21% of the City is held as industrial land and about 4% of the City is commercial. The remaining land use designations are mixed use districts comprised of both commercial and residential uses (CBD, ORMU, and WMU) and public/ institutional lands (PI); combined, these categories hold the remaining 4% of the City's available land uses.

A comparison of the Future Land Use Map categories in 2009 and 2019 reveals that very little change has occurred to the overall land use composition in the City. Some land use categories have marginally changed. The marked increase within the High-Density Residential land use category is attributed to a large-scale annexation within this district. The Central Business District witnessed an increase due to the previously anticipation conversion of lands for properties within the established Community Redevelopment Area (CRA). Nominal change occurred as part of the 8th Street effort which modified General Commercial and Medium Density Residential lands to a new 8th Street Mixed Use designation.

2019 Future Land Use Distribution



2009 Future Land Use Distribution



Residential land uses in Fernandina Beach vary from low densities of four units per acre to high density allowing up to a maximum of ten units per acre. Higher densities are found primarily along the North/South Fletcher Avenue (A1A) beach area and the City's historic "Old Town" area, where the City maintains the original 1811 Spanish plat. The City permits residential, office and retail mixed uses in its Central Business District (CBD) at 34 dwelling units per acre, Office & Residential Mixed Use (ORMU) at eight dwelling units per acre, and Waterfront Mixed Use (WMU) at two dwelling units per acre future land use categories. Commercial uses within the City are clustered around the dominant commercial "corridors," located along the major roadways of A1A/S.R.200/ 8th Street, 14th Street and Sadler Road. Only a few commercial land use designations are found along the Fletcher Avenue/ A1A corridor.

Industrial (I) and Industrial Waterfront (IW) land use categories surround the City's National Register designated historic downtown Central Business District area. West Rock and Rayonier pulp/paper mill factories are located on the north and south ends of downtown. Front Street historically held industrial waterfront related uses such as shrimp docks, processing plants and marinas. Today, the Front Street area is within the City's Community Redevelopment Area (CRA) and most of the remaining privately-owned small IW properties are eligible to apply for a Waterfront Mixed Use land use designation that provides the opportunity to have both commercial/waterfront industrial

and low-density residential uses. The area surrounding the City's Airport is the other area allocated for industrial land uses.

It is anticipated that Low and Medium Density land use categories will witness the greatest amount of infill development. This equates to just over 700 new single-family residential structure within the 2045 planning horizon. **Table II-4** describes all Future Land Use Map categories containing residential density. Under the existing Future Land Use Map an estimated buildout on existing lots will bring approximately 1990 people to add to the City's population on a total of 913 new residential structures.

Table II-4. Vacant Residential Lands

FLUM	Vacant Land (acres)	Density (dwelling units/acre)	Potential Residential Dwelling Units	Average Household size (2.18)
CBD	0.87	34	30	64
MU	3.97	8	32	69
MU8	0.72	18	13	28
LDR	54.26	4	217	473
MDR	62.37	8	499	1088
HDR	12.24	10	122	267
WI	0	2	0	0
TOTAL	134.43	84	913	1990

SOURCE: Fernandina Beach Future Land Use Map, US Census Bureau (Avg. Household Size)

4) DEMOGRAPHIC PROFILE

The City of Fernandina Beach demographic profile based on 2010 Census data is summarized in **Table II-5**. The City's household size is less than the national average and its population is 13 years older than the US average age (37.2). Similar to other Florida cities, Fernandina Beach tends to have an older population with almost 10% more people aged 65+ compared to the national average of 13%.

Table II-5. Demographic Snapshot

CATEGORY	FIGURE
Population (2010 Census)	11,487 people
Average Household Size	2.18 people
Average Family Size	2.65 people

2019
FERNANDINA BEACH
EVALUATION AND APPRAISAL REVIEW (EAR)

Speaks Language other than English at Home	1,031 people
Median Age	50 years old
65 years and over	22.3% of the population
Per Capita Income (2010 dollars)	\$30,019
Median Family Income (2010 dollars)	\$61,523
Owner Occupied Housing units	3,464 units
Renter Occupied Housing Units	1,712 units
Vacant Housing Units	1,888 units
Mean Travel Time to Work	26 minutes

Source: US Census Bureau, American Community Survey

5) INTERNAL AND EXTERNAL ECONOMIC FACTORS

The City of Fernandina Beach is located about 35 miles from downtown Jacksonville on Amelia Island, roughly half an hour from Jacksonville International Airport. The City is served by two major railways (First Coast Rail and CSX) and is home to a natural deep-water port. Fernandina Beach provides a unique combination of pristine beaches and a small-town atmosphere. The City's economy is diverse, ranging from tourism-based employment to pulp and paper mill industries to charter fishing and shrimping. The Port of Fernandina, operated by the Nassau County Ocean Highway and Port Authority, continues to play a crucial role in future economic development. The significance of its role has been recognized by its inclusion in the Florida Strategic Intermodal System (SIS) Plan of the Florida Department of Transportation (FDOT). The Fernandina Beach Airport, located on 602 acres and operated by the City, has general aviation and transport facilities. Recent investments at the airport include a new terminal.

The targeted industries that have the potential to be eligible for incentives from Nassau County have changed since the last review of the Comprehensive Plan. They now include Aviation and Aerospace, Health and Life Sciences, Manufacturing, Defense and Homeland Security, Information Technology, Financial and Professional Services, Logistics and Distribution, Cleantech, Corporate Headquarters, and Research and Development. Fernandina Beach has maintained its manufacturing uses and the jobs they support. According to the Bureau of Workforce Statistics and Economic Research at the Florida Department of Economic Opportunity, the most jobs by industry in Workforce Development Area 8, which includes Nassau County, are Trade, Transportation and Utilities, with the most jobs, followed by Education and Health Services, Professional and Business Services, Financial Activities, Construction, and Self-Employment. That data source also identifies the fastest growing industries in Area 8

(those projected to grow more than 15% between 2018 and 2026) as Ambulatory Care Health Services (25.4%), Educational Services (19.5%), Professional, Scientific and Technical Services (15.5%) and Food Services and Drinking Places (15.4%). Of those, all but Educational Services are projected to add 15% or more to the number of people they employ. Nassau County's unemployment as of April 2019 was 2.7%.

On the local level, the City of Fernandina Beach has focused on its downtown and commercial corridors. In 2015, it was designated a Florida Main Street Community. This program of the Florida Department of State, Bureau of Historic Preservation is a technical assistance program for traditional historic commercial corridors. The Nassau County Chamber of Commerce, the City of Fernandina Beach, the Nassau County Economic Development Board and business and community leaders make up the Board of Directors that oversees this program with the goal of generating greater economic stability for downtown. This includes revitalizing the area by encouraging reuse of vacant buildings, creating civic pride, and preserving the historic aspects that make downtown Fernandina Beach unique. In addition, the City has focused on the commercial corridor at 8th Street as the gateway to downtown and updated the land development regulations in the area to support infill, redevelopment and economic opportunities.

Part 3. LOCAL MAJOR ISSUES

1. Managing Growth

One takeaway from the community meetings was the need for a philosophical read and revision of the comprehensive plan to acknowledge that manmade and natural systems are stressed, and changes need to be made to ensure that they are not further stressed.

2. Implementation

Mechanisms to implement the comprehensive plan need to be examined and modernized as needed, and ways to fund robust implementation and enforcement of rules are needed.

Intergovernmental Coordination

Especially on Amelia Island, agreed upon policies that outline the parameters of collaboration are needed. Nassau County, the School District and the Military are important partners, but State and regional agencies will also be required to succeed in addressing the local major issues.

Part 4. ASSESSMENT OF PLAN GOALS, OBJECTIVES AND POLICIES

The following are overall observations of the themes that came out of each of the public discussions on each element. It is not reflective of every issue raised in the four public meetings and transcriptions of public comment and other relevant materials are posted on the [website](#), accessed from the NEFRC homepage at www.nefrc.org.

1. Future Land Use Element

Adaptive reuse should be incentivized over new development. Resiliency to wind and flooding should be required in new construction and significant retrofits, and subject to rigorous enforcement. Low impact and sustainable development should be strictly defined and required, as opposed to encouraged. The new policy considered to address Sections 163.3177(6)(a)(4) and 163.3177(6)(a)(8), Florida Statutes was recommended to be balanced by policies that ensure the quality of life for full-time residents. It was mentioned in the context of the future land use categories that changes from the conservation or recreation/open space future land use category should not be considered unless approved by a voter referendum. An overall theme was that the policy context that encourages development needs to be replaced by a policy of growth management, relying on good data regarding capacity and analysis that anticipates future conditions including climate change and anticipated development in all impact areas including schools, clear rules that require that developers provide reliable and verifiable data and analysis so that impacts may be assessed, clear policies on when development is appropriate or not, and rigorous enforcement. It came up in several discussions that the example of Monroe County's process for consideration of changes to the future land use map should be considered.

2. Multi-modal Transportation

Congestion issues were extensively discussed at the April 30, 2019 meeting on this element. All major roads present a problem, including state and county roads. 8th Street is a problem. Several approaches were discussed including a toll on the bridge, congestion pricing, and charging for beach parking. Ultimately it was discussed that the options and the feasibility of their implementation needs to be studied. This might be a project fundable through the TPO, and it could look both at revenue for the city to address mobility costs as well as congestion. There was consensus on the need to establish a mobility fee, as a mechanism to charge new developments for their share of added traffic, and to take another look at how potential impacts to traffic are assessed and how

concurrency is enforced. The fee would fund transportation projects including bike trails. The need for a City-wide network for bike trails was identified, along with the need for education on bicycle safety. There was consensus on the need for a roundabout at Atlantic and South Fletcher.

3. Housing

The April 23, 2019 discussion included emphasis on resiliency and affordability in housing construction, and the need for consistent and rigorous enforcement of City codes. There were concerns expressed regarding the need for maintenance and protection of existing subsidized and affordable housing. Concerns were expressed that it might be unrealistic to envision much more new affordable housing in the City, given limited opportunities for new or redevelopment. There was some consensus on the elimination of Policy 3.03.10, the policy which suggests offering incentives such as lessening of development requirements to those who would build affordable housing. There was discussion that incentives would be better used to facilitate the reuse of existing buildings or infill development rather than building on sites that have never been developed. Partnerships with the county might result in more units with a better chance of sustaining affordability. Public transit will be needed to ensure that there is access to housing and jobs in the City and county. There was consensus that the number of trees should increase as new houses are constructed, and that the protection of conservation areas needs to be enhanced. It was noted that the capacity of green and man-made infrastructure needs to be revisited and understood before new housing is considered. The overall theme that the concurrency system needs to be reviewed, modernized to reflect current conditions and capacities and strictly enforced came up in the context of housing.

4. Public Facilities

At the April 30, 2019 meeting, it was discussed that the Water Supply Facility Work Plan that will be added to the comprehensive plan should include high volume users. A handout was provided as an overview of the requirements of such a plan. The need for better data on the capacity of the Floridan Aquifer, the potential for increased salinity due to sea level rise and the amount of water available for withdrawal based on permitting was noted as being necessary in order to develop a meaningful concurrency standard. The need to eliminate septic tanks and assist homeowners with the expense was noted. Overall, the need to collaborate with the county on all aspects of the capacity of systems on Amelia Island was strongly supported.

5. Conservation and Coastal Management

The public discussion of the conservation policies was extremely robust, and took place on the same day, April 29, 2019, that the EPA upgraded Nassau County from non-attainment to attainment for the 2010 1-hour sulfur dioxide standard. There was consensus on the need to restrict access to dunes, and that 48 of them need to be rebuilt, extended and then maintained. Other areas of consensus as reflected by the public who attended the meeting include the need for a beach parking management plan, elimination of driving on the beach, enhanced communication on emergency preparedness and better access to emergency plans, better enforcement of tree protection (Policy 5.11.06), replacement of gas-powered golf carts at the public course to electric, acquisition of sensitive lands, a plan for invasive species in public lands, maintenance of wildlife corridors, expansion of bike trails, clarification and reconsideration of the definition of open space in new residential development, encouragement and funding to support connections to the City sewer, City-wide dark sky lighting policies, focus on turtle protection, and encouragement of water conservation. There was discussion of the “Peril of Flood” comprehensive plan amendments adopted by the City of Boynton Beach and Nassau County, as a place to start in identifying how to respond to the requirements of the legislative change to Section 163.3178 of the Florida Statutes. Please see the facilitated notes from the April 29 meeting for all the issues considered and all the areas of consensus.

6. Recreation and Open Space

The public discussion on April 29, 2019 blended discussion of conservation and recreation and open space. See above.

7. Intergovernmental Coordination

County staff that attended the April 25, 2019 meeting agreed on the need for City/County coordination on all of Amelia Island. This came up in the context of annexations, where County regulations were different than those of Fernandina Beach, so that when a site was annexed into the City it was non-complying. The issues of land conservation, environmental protection, beach and dune protection, land use, stormwater and infrastructure planning, traffic congestion and mitigation, emergency preparedness and adaptation, bike trails, beach access and parks as well as annexation were identified as appropriate for collaboration. The County referred to the concept of “joint planning areas” as an approach to address collaboration and is considering including them on the

future land use map. The idea that Amelia Island should have such a designation or that City/County collaboration on all aspects of green and built infrastructure should be the norm on the Island came up in this discussion and later at the discussion on public facilities. The City and County should mirror each other's actions in the comprehensive plan in order to address the issue of collaboration. County and City should coordinate on school locations. Coordination with the military was noted in the discussions on public facilities. There was consensus that the element needs to be modernized to reflect current and desired future collaboration on issues beyond the control of just the City.

8. Capital Improvements

There was consensus on the four issues that arose at the April 30, 2019 public meeting. There is a need for a 20-year capital improvement plan, and it needs to be recognized that it is a plan and not a budget. More emphasis needs to be placed on maintenance and operating funding. Capital projects need to be considered with longevity, life cycle and maintenance costs in mind. Using the example of the airport, the need for information sharing and coordination with the military is critical.

9. Port Facilities

The Port of Fernandina is located such that when it is accessed by trucks, they must take 8th Street and go through the neighboring historic and residential districts. There was extensive public discussion on the impacts of the port on the community, including its impact outside the boundaries of the port. At the public discussion on April 25, 2019, there was conversation indicating that trucks stop or slow down in residential communities, often late at night or very early in the morning, resulting in noise, fumes, trash, safety concerns and a negative impact on community character. The port itself was identified as negatively impacting community character and safety, as it handles materials that could be hazardous, it can generate loud noises at usually quiet times, it can stack containers in such a way that residential views of the river are blocked, and its lighting is not designed with the comfort of adjacent neighborhoods in mind.

A deep-water port might be viewed as a land use that is incompatible with adjacent residential land uses. Its economic value to the City of Fernandina Beach must have been considered when siting the port. This was recognized in public input, and solutions were suggested to address the issues raised. The Port Sub-Element/Master Plan, Ordinance 2018-30, has been proposed but never adopted by the City. It was seen by the public in attendance as addressing most of the community character and safety issues. Chapter

311.14(2) requires that the Port of Fernandina 10-year strategic plan be consistent with the City's comprehensive plan, making the consideration of goals, objectives and policies in the comprehensive plan a useful community conversation and a mechanism for implementation. There was discussion of the port hiring security and cleanup personnel to implement policies that would address impacts on the residential neighborhood, and to allow port personnel to enforce the rules off port grounds by arrangement with the Fernandina Beach Police Department. There was also a call to develop a suite of solutions, such as use of software to better regulate port traffic, staging areas for trucks using public property or by arrangement with private landowners, and unloading of trucks off Amelia Island and the use of trains to access the port. When energy efficiency was discussed at the April 29, 2019 meeting, there was consensus that vessels should use port-side power, to eliminate as much as possible the need for them to run their engines. The need for a plan to adapt to and mitigate for sea level rise in the area between the mill and the port was noted. Overall, there was consensus that the port should not increase its current footprint and that it should use its assets to the benefit of the port and the City. There was discussion of a port/community advisory board.

10. Public School Facilities

At the April 23, 2019 meeting, there was much agreement that the City should have a right of first refusal on School District-owned properties within its boundaries, and that land should be used, or buildings should be repurposed in support of community goals. There was discussion that the concurrency evaluation regarding schools be more rigorous and that developers be asked to pay for mitigation whenever their proposed development will impact schools. Schools were recognized as a topic requiring intergovernmental coordination between the city, the School District and the County.

11. Historic Preservation

Concerns were expressed at the April 23, 2019 meeting that the character of new construction in historic districts falls short of the desired vision for those special areas. It was raised in the context particularly of historic schools that such buildings should be included in historic districts. The importance of historic structures and their vulnerability to the impacts of climate change was noted. It was suggested that a larger area be designated a historic district, bounded by the river, Dade Street, 8th Street and Lime Street, or that a downtown district be established. The need for policy, rules and enforcement to preserve archaeological artifacts was noted.

12. Economic Development

There was consensus at the April 25, 2019 public workshop that this element should be renamed “Resilient and Sustainable Economic Development”, and that the environment should be considered whenever economic development is considered. Maintenance of the sense of community, the sense of place, tourism, seasonal population, and the vision for the City are all required to be considered when considering economic development. The impact of waterfront industry is important, beyond just the port, as these large employers also have the potential for negative impacts on the adjacent residential community. It is noted that air quality near these facilities is improving, and efforts should be continued to collaborate on their environmental and visual impact on community character. As was brought up in discussions on every element, the impacts of economic development proposals must be evaluated under strict concurrency standards and such standards require rigorous enforcement.

13. Comprehensive Plan Implementation Measures

The City's 2030 Comprehensive Plan took an aggressive approach in its efforts for implementation. Budget constraints, redirection of staff, staffing shortfalls, and leadership for certain implementation measures have left many of the directed studies and activities remaining as incomplete. It is suggested that the timeframes be removed from corresponding policies directing each study. Alternatively, studies should be funded or evaluated to determine if they need to remain within the Comprehensive Plan. Table IV-1 identifies the status of Comprehensive Plan directed studies and planning efforts.

Table IV-1 – Comprehensive Plan Studies

STUDY	DUE	STATUS
Stormwater Management Plan	2011	2012
Downtown Market Study to develop overall marketing strategy <i>Formulate Partnership with Merchants Association and TDC</i>	2012	Main Street Est. 2015
Overall Mobility Assessment including Bicycle and Pedestrian Needs	2012	2018-2019
20-year Capital Improvements Program	2012	
Waste Management Plan (to include recycling, waste reduction strategy, etc.)	2012	
Fire Department Master Plan	2012	2018
Police Department Master Plan	2012	Accreditation Process Fulfills
Animal Services Strategic Plan	2012	
Archaeological Predictive Model	2012	2014
Housing Needs Assessment	2013	2018
Establish Neighborhood Planning Areas	2013	Preliminary Analysis performed in 2015
Reclaimed Water Feasibility Study	2013	

2019
FERNANDINA BEACH
EVALUATION AND APPRAISAL REVIEW (EAR)

Dune Management Plan	2013	Partially Completed
Green Local Government Designation Requirements	2013	
Energy Conservation Plan	2014	Partially Completed
Economic and Taxation Assessment for Annexation	2014	
Urban Forestry Inventory Assessment (working towards completion)	2014	2018
Boating & Waterways Needs Assessment	2015	
City-wide Parking Needs Assessment	2015	
Parks & Recreation Master Plan	2015	2015
Community and Regional Food Planning Assessment	2015	
Cemetery Master Plan	2016	2016
10 –year Water Supply Plan (as directed by SJRWMD)	2018	

City of Fernandina Beach Small-Area Population Estimates and Projections

Prepared For



City of Fernandina Beach
204 Ash Street
Fernandina Beach, Florida 32034

Prepared By



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TABLE OF CONTENTS

INTRODUCTION	2
GEOSPATIAL SMALL-AREA POPULATION ESTIMATION AND FORECASTING MODEL OVERVIEW ..	2
BUILD-OUT SUBMODEL.....	3
GROWTH DRIVERS SUBMODEL.....	3
GEOSPATIAL SMALL-AREA POPULATION ESTIMATION AND FORECASTING MODEL	4
Historic Growth Trends	4
Growth Calculation Methodology.....	6
PROJECTION DELIVERABLES.....	7
CONCLUSIONS.....	7
REFERENCES	8

LIST OF FIGURES

Figure 1. Parcels Shaded by Projected Housing Unit Density ...	3
Figure 2. Parcels Shaded by Growth Driver Values	3
Figure 3. Parcels Shaded by 2045 Population Per Acre	7

LIST OF TABLES

Table 1. GIS datasets used in the Growth Drivers Submodel	4
Table 2. Population Projections	7

INTRODUCTION

The University of Florida's Bureau of Economic and Business Research (BEBR) produces the official population estimates and projections for the State of Florida through a contract with the Florida Legislature. That contract funds the development of estimates at the state, county and city levels, and projections at the state and county levels. Because this data is often required at much smaller levels of geography for many planning activities and other purposes, BEBR also develops estimates and projections for smaller geographic units.

The City of Fernandina Beach requires small-area population estimates and projections in support of planning and decision support. This project generated those data using a GIS-based model which develops forecasts based on historical growth by census tract, constrains and directs population change using property parcel-level build-out analysis, and controls population totals at the county level to BEBR's 2019 official county forecast. The purpose of this document is to describe the methods used by BEBR to develop small-area population estimates and projections for City of Fernandina Beach.

GEOSPATIAL SMALL-AREA POPULATION ESTIMATION AND FORECASTING MODEL OVERVIEW

The Geospatial Small-Area Population Estimation and Forecasting Model ("Model") developed by GIS Associates, Inc., was used to estimate and project permanent residential population at the parcel level, and then normalize those projections to BEBR's latest county level population estimates and forecasts. First, a Build-out Submodel was developed to estimate the maximum residential development potential at the parcel level. Current permanent population was estimated, and then build-out values were forecasted with the Build-out Submodel. Areas which cannot physically or lawfully allow residential development (built-out areas, water bodies, public lands, commercial areas, etc.) were excluded from the Build-out Submodel. Conversely, the Growth Drivers Submodel identified areas where growth is more likely to occur based on proximity to certain spatial features (e.g., roads) that tend to drive growth to certain areas.

Growth was projected based on a combination of historic growth trends (using an approach similar to what BEBR uses for its county level forecasts), and spatial constraints and influences, which both restrict and direct growth. Population growth calculations were controlled to BEBR's 2019 medium projections (BEBR's latest population forecasts), which were available in five-year increments to the year 2045. The source of this data is the BEBR publication *Projections of Florida Population by County, 2020-2045, with Estimates for 2018*. (Florida Population Studies, Bulletin 183, April 2019).

BUILD-OUT SUBMODEL

The Build-out Submodel was developed using county property appraiser's GIS parcel database, including the associated tax roll information. Existing housing units were identified using data provided by the property appraiser which was vetted by city planners. BEBR applied average unit occupancy and average household size from the 2010 decennial census tract data to convert housing units to population. BEBR then controlled the city population total to BEBR's 2018 official population estimate, resulting in a slightly upward adjustment of 2.6%. This is likely attributable to an increase in unit occupancy since the 2010 Census.

GROWTH DRIVERS SUBMODEL

The Growth Drivers Submodel is a raster (cell-based) GIS model representing development potential. The submodel is a continuous surface of 10-meter cells containing values of 0-100, with '100' having the highest development potential and '0' having the lowest development potential. (See Figure 2). It influences the Model by factoring in the attraction of certain spatial features, or growth drivers on development. These drivers were identified from transportation and land use/land cover data. They include the following:

1. Proximity to roads and interchanges prioritized by level of use (with each road type modeled separately)
2. Proximity to existing residential development
3. Proximity to existing commercial development (based on parcels with commercial land use codes deemed attractors to residential growth)
4. Proximity to coastal and inland waters
5. Proximity to large planned developments



Figure 1. Parcels shaded by projected housing unit density (yellow is low, tan is medium, and brown is high)

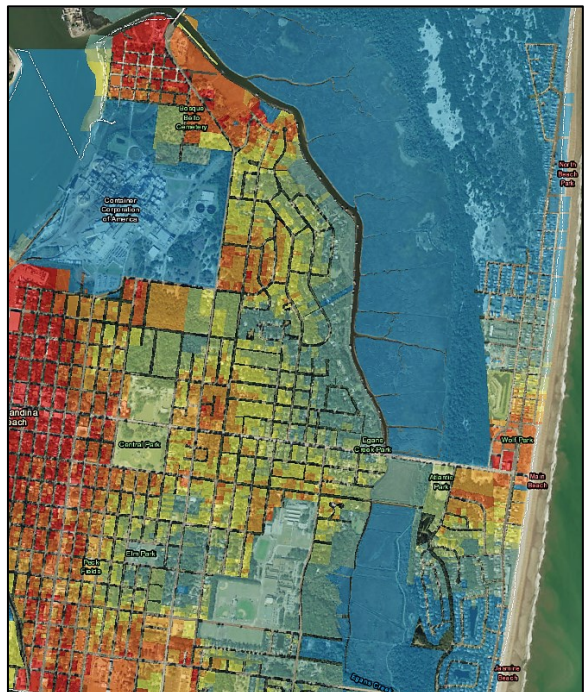


Figure 2. Parcels shaded by growth driver values (high development potential in red, moderate in yellow and low in blue)

Data used for generating the Growth Drivers Submodel and their sources are listed in Table 1 below.

Table 1. GIS datasets used in the Growth Drivers Submodel

Growth Driver	Data Source
Roads and Limited Access Road Interchanges	Florida Department of Transportation (FDOT) Major Roads: Functional Classification (FUNCLASS), and FDOT Limited Access Road Interchanges
Existing Residential Land Uses	County Property Appraiser Parcel Data
Selected Existing Commercial Land Uses	County Property Appraiser Parcel Data
Coastal and Inland Waters	Land Cover Data, and Florida Geographic Data Library (FGDL) Coastline Data
Large Planned Developments	Multiple sources, including the city and county, the North-east Florida Regional Council, GIS Associates and BEBR

Each of the drivers listed in Table 1 were used as independent variables in a logistic regression equation. Dependent variables included existing residential units built during or after 1995 as the measure of “presence”, and large undeveloped vacant parcels outside of large planned developments were used to measure “absence”. The resulting equation could then be applied back to each of the regional grids resulting in a single regional grid with values 0 through 100, for which a value of 0 represented the lowest relative likelihood of development, and a value of 100 represented the highest relative likelihood of development.

This submodel encompasses the City of Fernandina Beach and its surrounding areas to account for the presence or absence of growth drivers outside the city that could influence growth within it. This submodel was used by the Model to rank undeveloped parcels based on their development potential, which is explained in the Growth Calculation Methodology section. Note that growth can still occur in areas assigned relatively low values from this submodel based on the historical growth trends.

GEOSPATIAL SMALL-AREA POPULATION ESTIMATION AND FORECASTING MODEL

The Geospatial Small-Area Population Estimation and Forecasting Model (“Model”) integrates the Build-out Submodel and the Growth Drivers Submodel with the Population Projection Engine™, which makes the projection calculations using a combination of those submodel values, historic growth trends, and growth controls from BEBR’s county-level forecasts.

Historic Growth Trends

The historic growth trends were derived from historic census population counts for 1990, 2000, and 2010, and parcel-based population estimates for 2018. For 1990 and 2000, census block population estimates were summarized at the 2010 tract level and combined with the 2010 tract

population estimates. For 2018, population was estimated by applying average unit occupancy and persons per household (from tract-level data from the 2010 Census) to parcel-based housing unit counts by census tract, and then adding population in group quarters. These estimates were used to produce up to twelve tract level projections using five different demographic extrapolation methods.

The five demographic extrapolation methods for projecting housing units and population utilized by the model were Linear, Exponential, Constant Share, Share-of-Growth and Shift-Share. The Linear and Exponential techniques employ a bottom-up approach, extrapolating the historic housing units for each census tract with no consideration for the county's overall growth. The Constant Share, Share-of-Growth and Shift-Share techniques employ a ratio allocation, or top-down approach, allocating a portion of the total projected county population or growth to each census tract based on that tract's percentage of county population or growth over the historical period. Each of the five methods is a good predictor of growth in different situations and growth patterns, so using a combination was the best way to avoid the largest possible errors resulting from the least appropriate techniques for each census tract (Sipe and Hopkins 1984). This approach is similar to the one BEBR uses for its county population forecasts.

The launch year was 2018, which we estimated using parcel-level data and controlled to the 2018 BEBR estimate. The projections were made for 2020, 2025, 2030, 2035, 2040 and 2045. Note that for the 2018-2020 iteration, the typical five-year growth was reduced to reflect only a two-year change. The methods and base periods used were the following:

1. **Linear Projection Method:** The Linear Projection Method assumes that the future change in the number of persons for each census tract will be the same as during the base period (Rayer and Wang, 2019). For the 2020-2030 projections, one linear trend from 2010 through 2018 (8-year period) was used. For the 2035-2045 projections, two additional linear trends were used, one from 1990 through 2018 (28-year period) and one from 2000 through 2018 (18-year period).
2. **Exponential Projection Method:** The Exponential Projection Method assumes that population will continue to change at the same percentage rate as during the base period (Rayer and Wang, 2019). One calculation was made from 2000 through 2018 (18-year period).
3. **Constant Share Projection Method:** The Constant Share Projection Method assumes that each census tract's future percentage of the county's total population will be the same as over the base period (Rayer, 2015). Two Constant Share (CS) calculations were made, one based on the 2010 shares and one based on 2018 shares.
4. **Share-of-Growth Projection Method:** The Share-of-Growth Projection Method assumes that each census tract's future percentage of the county's total growth will be the same as over the base period (Smith and Rayer, 2013). However, if population change is negative at the tract level and positive at the county level (or vice versa), higher county-level

projections would result in larger declines in tract projections. This is counterintuitive, so the “Plus-minus” variant of the Share-of-Growth Method was used (Smith, Tayman and Swanson, 2001). For the 2020-2030 projections, one Share-of-Growth trend from 2010 through 2018 (8-year period) was used. For the 2035-2045 projections, two additional Share-of-Growth trends were used, one from 1990 through 2018 (28-year period) and one from 2000 through 2018 (18-year period).

5. **Shift-Share Projection Method:** The Shift-Share Projection Method assumes that each census tract’s future percentage of the county’s total annual growth will change by the same annual amount as over the base period (Smith and Rayer, 2013). For the 2020-2030 projections, one Shift-Share trend from 2010 through 2018 (8-year period) was used. For the 2035-2045 projections, two additional Shift-Share trends were used, one from 1990 through 2018 (28-year period) and one from 2000 through 2018 (18-year period).
6. **Average of the Projection Extrapolations:** For the 2020-2030 projections, six calculations were made using base periods of 8 and 18 years; the highest and lowest were excluded, and the remaining four were averaged. For the 2035-2045 projections, twelve calculations were made using base periods of 8, 18, and 28 years; the highest four and lowest 4 were excluded, and the remaining four were averaged.

Growth Calculation Methodology

After the development of the Build-out Submodel, the Growth Drivers Submodel, and the historical growth trends, GIS Associates’ Population Projection Engine™ tool was used to make the growth calculations. The methodology for calculating growth for each projection increment included the following steps:

1. Applying projected tract-level population growth to parcels within each tract.
2. Checking growth projections against build-out population and reducing any projections exceeding build-out to the build-out numbers.
3. Summarizing the resulting population growth and comparing it against BEBR’s county-wide population growth.
 - a. If the sum of the model’s small-area projections exceeded the BEBR county projection, projected growth for all tracts was reduced proportionally.
 - b. If the model’s projections were less than the BEBR projections (which tends to be more common), the Growth Drivers Sub-model would be repeatedly applied until the BEBR projected growth for each five-year increment was reached. This process involved raising the populations of parcels in which growth driver values in the highest decile had available capacity for growth.

The final population projections were delivered in GIS format (Esri file geodatabase), with a single feature class containing parcel-level results. This format is useful for quality assuring the results and inputs, for maintaining the projection inputs over time, and for graphically depicting projected patterns of future population growth (See Figure 3). The projection summary for the City of Fernandina Beach is in Table 2. These projections are of permanent residents and do not include seasonal residents or tourists.

Year	Population
2018	12,761
2020	13,523
2025	14,357
2030	15,085
2035	15,480
2040	15,658
2045	15,816



Figure 3. Parcels shaded by 2045 population per acre (yellow is low, tan is medium, and brown is high)

Small area estimates and projections of population provide an essential foundation for planning and decision making. BEBR implemented GIS Associates' Geospatial Small-Area Population Estimation and Forecasting Model because it was the ideal tool for this purpose. Controlling to BEBR's own official estimates and projections provided consistency with other estimates and projections, while at the same time providing the spatial precision needed for a wide range of planning and other purposes.

REFERENCES

Doty, Richard L. (2019), "The Geospatial Small-Area Population Forecasting (GSAPF) Model Methodology Used by the Southwest Florida Water Management District". GIS Associates, Inc. Gainesville, Florida.

Sipe, Neil G., and Robert W. Hopkins (1984), "Microcomputers and Economic Analysis: Spreadsheet Templates for Local Government", BEBR Monographs, Bureau of Economic and Business Research, University of Florida, Gainesville, Florida.

Rayer, Stefan, and Ying Wang (2019). "Projections of Florida Population by County, 2020-2045, with Estimates for 2018." Florida Population Studies, Bulletin 183, April 2019. Bureau of Economic and Business Research, University of Florida. Gainesville, Florida.

Rayer, Stefan (2015). Personal communication September 9, 2015. Bureau of Economic and Business Research, University of Florida. Gainesville, Florida.

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Smith, Stanley K., and Stefan Rayer (2004). "Methodology for Constructing Projections of Total Population for Florida and Its Counties: 2003-2030." Bureau of Economic and Business Research, University of Florida. Gainesville, Florida.

Smith, Stanley K., Jeff Tayman and David A. Swanson (2001). "State and Local Population Projections: Methodology and Analysis." Kluwer Academic / Plenum Publishers. New York, New York.

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: Zoning Map Amendment < 10 Acres

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Date: June 16, 2020

Submitted By: Shelley Pinkston, Planning Technician

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: Zoning Map Amendment < 10 Acres

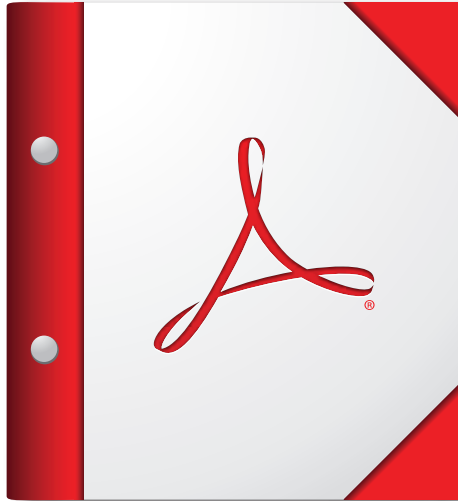
REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

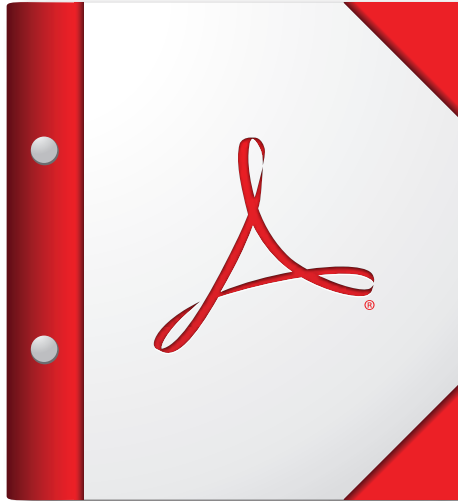
Date: June 16, 2020

Submitted By: Shelley Pinkston, Planning Technician



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PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: LDC Text Amendment

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Kelly N. Gibson, AICP

Date: July 01, 2020

Submitted By: Kelly Gibson, AICP, Planning Director



Planning Activity Report for July 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
115 S. 6th Street	HDCV2020-0004	7/16/2020	Variance from LDC 1.03.05 to construct structures on combined Lots	Pending Review	Pending meeting	
115 S. 6th Street	HDC 2020-0004	7/16/2020	COA to construct a new single family residence and detached carport	Pending Review	Pending meeting	
1130 White Street	HDC 2020-0011	7/16/2020	Construction of inground pool in rear of residence	Pending Review	Pending meeting	
116 S. 10th St	HDCV2020-0005	7/16/2020	Variance to LDC 5.01.03(K) + 4.02.03E	Pending Review	Pending meeting	
116 S. 10th St	HDC 2020-0012	7/16/2020	COA to construct addition to kitchen & sunroom; demo existing garage + breezeway, and construct new detached garage + driveway	Pending Review	Pending meeting	
606 Cedar Street	HDC 2020-0013	7/16/2020	COA to construct addition to kitchen in rear and new covered breezeway connecting house and new accessory dwelling	Pending Review	Pending meeting	
HDC OLD BUSINESS						
LOCATION	CASE NUMBER	MEETING DATE	SUMMARY OF REQUEST	STAFF RECOMMENDATION OR ACTION	BOARD FINDING	NEXT STEPS
228 N. 4th Street/505 Broome St	HDCV2020-0002	7/16/2020	Variance from LDC 5.01.10 Fences & Walls - to increase front yard fence height to 6FT	Denied, does not meet all 6 criteria for finding of a hardship	Continued from 5/27/2020 to July 16, 2020	
416 N. 3rd Street	HDC 2020-0016	7/16/2020	Amendment to previously approved COA HDC 2018-26 to change lattice and shake material to Hardie plank material	Approval	pending meeting	



Planning Activity Report for July 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
Matthew Miller	BOA 2020-0005	7/15/2020	Variance from LDC 5.01.03 to construct accessory structure for boat storage	Pending Review	pending meeting	
Pam Meyer	BOA 2020-0008	7/15/2020	Variance from LDC 5.01.03 C) to add 2 additional accessory structures	pending review	pending meeting	
Jutta Goodbread	BOA 2020-0004	8/19/2020	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	
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
400 S. 8th Street	PAB 2020-0006	7/8/2020	Final Plat - Cottages at Amelia	pending review	pending meeting	



Planning Activity Report for July 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
400 S. 8th Street	SPR 2020-0002	TBD	Site Review - Construction of 20 lot subdivision via 10 fee simple duplex -	pending meeting	pending meeting	
1015/1017/1019/1021 S. 8th Street	SPR 2020-0003	TBD	Site Review - Construction of 4 townhomes	pending meeting	pending meeting	
500 Broome	SPR 2020-0004	TBD	Site Review - Expansion of Parking Lot	pending meeting	pending meeting	
ADMINISTRATIVE REVIEW APPLICATIONS						
LOCATION	CASE NUMBER	APPLICATION DATE	SUMMARY OF REQUEST	STAFF RECOMMENDATION OR ACTION	REVIEW FINDING	NEXT STEPS
3635 First Avenue	ADMIN2020-0002	1/10/2020	Minor Subdivision	Pending	Pending Compliance with School Concurrency	
115 S. 6th Street	ADMIN2020-0007	4/3/2020	Lot Line Adjustment	Pending Variance	Pending	
115 S. 6th Street	ADMIN2020-0008	4/3/2020	Context Sensitive Review	Pending Variance	Pending	
218 N. 6th Street	ADMIN2020-0015	6/4/2020	Context Sensitive Review	pending review		
WATER SEWER ANNEXATION AGREEMENT						
LOCATION	CASE NUMBER	APPLICATION DATE	SUMMARY OF REQUEST	STAFF RECOMMENDATION OR ACTION	REVIEW FINDING	NEXT STEPS
529 Pine Road	ADMIN2020-0016	6/18/2020	Water/Sewer Annexation Agreement	City Commission Approval	Pending meeting 7/21/20	
2233 Sadler Road	ADMIN2020-00		Water/Sewer Annexation Agreement	City Commission Approval	Pending meeting 7/21/20	

Land Development Code Revisions
Commissioner Priority Ranking List

Please rank your priority 1-3 with 1 being the most important

- ☐ Stormwater Standards – Low Impact Development (LID) Guidance
- ☐ Driveway Standards
- ☐ Local Development Order Process (Statute changes)
- ☐ Exterior TV Screens
- ☐ Wetland Buffer Increases
- ☐ Roll-off/ dumpster requirements
- ☐ COA Affected Party language for HDC Appeals
- ☐ Mailed Notice for Admin Reviews
- ☐ Change of Use Process and link to the Florida Building Code
- ☐ 8th Street Mixed Use Require Commercial on 1st Floor fronting 8th Street
- ☐ Old Town Changes (Form-based allowances)
- ☐ Permanent Signs (Supreme Court Decision)
- ☐ Outdoor Lighting for Endangered Species
- ☐ Racetrack/ Go-karts prohibition
- ☐ Special Events on private property
- ☐ Standards for Planned Unit Developments
- ☐ Vacant Commercial Buildings

NOTES: _____



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: June -September 2020

DEPARTMENT STAFF

	Kelly N. Gibson, AICP Planning & Conservation Director	
Jacob Platt, Senior Planner Boards Staffed: PAB, TRC Chair, Floodplain Management, Main Street Economic Vitality	_____, Preservation Planner Boards Staffed: HDC, Main Street – Design Council Review, TRC Review	Daphne Forehand, Planner I Boards Staffed: BOA, TRC Review
Sylvie McCann Administrative Coordinator	Shelley Pinkston Planning Technician	David Holley City Arborist, TRC Review

PROJECT NAME	LEAD	COMPLETION PROGRESS	DEADLINE	PRIORITY (1-5)	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	100%	January 2020		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 <i>CM Direction on priority listing as Greenway adjacent and removal of residential densities.</i>
Habitat Conservation Plan- Beach	Kelly	25%			10	ON HOLD- pending grant funding Selection of vendor completed in February/March 2020
Conservation Management Plans for newly acquired lands	Dave	100%	FEB 2020	1	20	Completed with review by North Florida Land Trust
PLANNING ADVISORY BOARD						
Amelia Island Parkway – Corridor Vision						NOT PRIORTIZED
S. 14 th Street at Beech Street – Corridor Vision						NOT PRIORTIIZED
Annexations from Water + Sewer Agreements	Jacob/ Sylvie	90%	May 2020	1	70	Pending legal review and creation of annexation schedule Anticipated Completion June 29, 2020
LDC Amendments for Height Encroachments	Kelly	100%		1	25	Completed 2 nd Reading 6/16/20
Tree Protection Ordinance	Kelly	100%			20	Completed 2 nd Reading 5/5/20
Conflicts to FLUM and Zoning	Kelly	100%		1	75	Completed March 2020
Conservation/Rec FLUM + Zoning Amendments	Kelly	90%		1	50	PAB in January 2020 1 st Reading July 21, 2020
EAR based Comp Plan Amendments: Water Supply Plan, Peril of Flood, Seasonal Population	Kelly	75%	SEPTEMBER 2020	1	40	PAB on July 8, 2020 and July 22, 2020 1 st Reading to CC August Transmittal to DEO August 2 nd Reading September

PLANNING & CONSERVATION: ACTION PLAN

FY 2019-20

Reporting Timeframe: June -September 2020

DEPARTMENT STAFF

	Kelly N. Gibson, AICP Planning & Conservation Director	
Jacob Platt, Senior Planner Boards Staffed: PAB, TRC Chair, Floodplain Management, Main Street Economic Vitality	_____, Preservation Planner Boards Staffed: HDC, Main Street – Design Council Review, TRC Review	Daphne Forehand, Planner I Boards Staffed: BOA, TRC Review
Sylvie McCann Administrative Coordinator	Shelley Pinkston Planning Technician	David Holley City Arborist, TRC Review

PROJECT NAME	LEAD	COMPLETION PROGRESS	DEADLINE	PRIORITY (1-5)	ESTIMATED EFFORT (TIME IN HOURS)	POTENTIAL RISKS & PROGRESS NOTES
LDC Amendments for Close Out until New LDC (see separate document for pending and needs)	Kelly	10-20%	TBD	1	Depends on how many changes +topic	See attached listing provided in PC Menu Board and prioritization table (separately) Updates need to include Wetlands Buffer and TV screens
Comp Plan/ LDC Revisions OVERALL CHANGES BASED ON COMMISSION DIRECTION	Kelly	PENDING FUNDING		1	TBD Hours to date 10	Establish Steering Committee: tentatively PAB serving in this capacity Draft Scope for Services: Summer 2020 Issue RFQ: June 2020
HISTORIC DISTRICT COUNCIL						<i>Interim Staff: Kelly (Old Town) & Jacob (Downtown)</i>
Ordinance revision to establish official list of contributing structures		75%				Pending Ordinance Revisions to formally adopt list
Ordinance to address ROW encroachments on Centre Street		100%				Completed April 2020
Archaeology Ordinance						PENDING FUNDING in FY 2020-2021
Historic Resource Assessments for maintenance and compliance					ONGOING	
DOS Grant – Old Town Guidelines Revision		10%	MAR 2021	1	60	PENDING FUNDING in Florida Budget 2020-2021 (July 2020)
Preservation Rehabilitation Grant Program		25%	OCT 2020	1		Grant advertised February 4, 2020 *No applications to date- Consider re-purposing dollars in FY 19-20
Cemetery Resource Protection Training						Coordination with Parks and Recreation Department
Certified Local Government Report			SEPT 2020	1		Ongoing Renewal
Downtown Historic District Guidelines Workshops						PENDING FUNDING in FY 2020-2021
Historic District Boundary Expansion						PENDING FUNDING in FY 2020-2021
Columbarium Project at Bosque Bello				1		Coordination with Parks and Recreation Department
Application for Special Category Grant to repoint brick at Peck Center						PENDING GRANT FUNDING
Historic District Boundary Expansion based on Properties of Concern						Properties of Concern list provided to City Manager in January 2020

PLANNING & CONSERVATION: ACTION PLAN

FY 2019-20

Reporting Timeframe: June -September 2020

DEPARTMENT STAFF

	Kelly N. Gibson, AICP Planning & Conservation Director	
Jacob Platt, Senior Planner Boards Staffed: PAB, TRC Chair, Floodplain Management, Main Street Economic Vitality	_____, Preservation Planner Boards Staffed: HDC, Main Street – Design Council Review, TRC Review	Daphne Forehand, Planner I Boards Staffed: BOA, TRC Review
Sylvie McCann Administrative Coordinator	Shelley Pinkston Planning Technician	David Holley City Arborist, TRC Review

PROJECT NAME	LEAD	COMPLETION PROGRESS	DEADLINE	PRIORITY (1-5)	ESTIMATED EFFORT (TIME IN HOURS)	POTENTIAL RISKS & PROGRESS NOTES
Historic Preservation Month event						Events in May 2021- Missed 2020 due to COVID-19
MAIN STREET TASKS						
Sidewalks and lighting plan						
CRA projects list – Recommendations for updating plan						
Boundary Expansion	Jacob	100				Completed mapping to support application to State Main Street organization
INTERGOVERNMENTAL COORDINATION						
Island-wide Bicycle friendly re- designation application	Jacob		DEC 2021		60	Institutional knowledge from staff leaving County in May 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 St)	Kelly	100%				Conceptual Phase Further Review and Funding Needed
City Transportation Mobility Plan (inclusion in Nassau County plans?)	Kelly	90%	SPRING 2020	2	20-25 Remaining estimate	Revision to Interlocal agreement to establish incorporation as part of County Mobility Plan *NEEDS CC and NCBOCC DIRECTION
Interlocal Agreement with NC Board of County Commissioners for annexation	Kelly	95%	MARCH 2020	1	5-10	Pending adoption by City and County by Resolution March 2020 *Requires funding for survey work
Inventory and Map of water and sewer agreements	Sylvie/ Jacob	95%	MARCH 2020	1	125	Presentation of Data and initial annexation efforts to begin in March 2020 Update mapping to address additions and provide email about next set of properties to annex. Initiate Annexation Efforts Partner: Legal Dept.
Initiate Annexation w/ FLUM +Zoning	Jacob	5%	DEC 2020		45	Partner: Legal Dept.
Update ILA with Nassau County Property Appraiser for GIS services	Kelly	100%	MARCH 2020	2		Adoption by City and NCPA office in June 2020 Kick-off meeting on June 12, 2020 Follow-up on weekly basis established. Creation of Dashboards for development tracking and historic preservation is in process
Update ILA with Nassau County School Board to establish policy for age restricted communities and de minimis impact	Kelly		ONGOING			

PLANNING & CONSERVATION: ACTION PLAN						FY 2019-20
						Reporting Timeframe: June -September 2020
DEPARTMENT STAFF						
		Kelly N. Gibson, AICP Planning & Conservation Director				
Jacob Platt, Senior Planner Boards Staffed: PAB, TRC Chair, Floodplain Management, Main Street Economic Vitality		_____, Preservation Planner Boards Staffed: HDC, Main Street – Design Council Review, TRC Review			Daphne Forehand, Planner I Boards Staffed: BOA, TRC Review	
Sylvie McCann Administrative Coordinator		Shelley Pinkston Planning Technician			David Holley City Arborist, TRC Review	
PROJECT NAME	LEAD	COMPLETION PROGRESS	DEADLINE	PRIORITY (1-5)	ESTIMATED EFFORT (TIME IN HOURS)	POTENTIAL RISKS & PROGRESS NOTES
Search and compilation of all land use, zoning, development agreements, PUDs, and conditional use deviations to document in GIS	Daphne	50%	DEC 2020		30	Legal support provided with research- Incorporated into GIS efforts with Dashboard utilization Development Tracker excel file created in June 2020 Partner: Legal Dept.
URBAN FORESTRY						
Tree Master Plan and Planting Plan Tree Canopy Analysis for baseline	Dave	95%	OVERDUE	1	60	Plan submitted to PAB on 12/18 with draft tree protection revisions and awaiting canopy analysis results. Completed 4/20. Plan provided for internal review on 6/24/20 with anticipated email to CC on 6/30/20
Natives for invasive program (ONGOING)	Dave	20%		3	10-15 Hours Initial Set-up Only	Sites & volunteers being organized. Partially removed Brazilian pepper on 1 lot.
Update and republish tree inventory online	Dave	80%	SEPT 2020	3	15	Ongoing. 2009 and 2017 Inventories have been merged and cleaned up. Some trees removed & planted have not been updated.
Tree City USA- Annual Renewal	Dave	50%	DEC 2020	1	5	Reporting dependent on Streets, Parks, and Finance year-end expenses
Bosque Bello Tree Management Plan and Replacement Strategy		10%		2	TBD	PENDING FUNDING from Tree trust fund in FY 2020-2021
Arbor Day Plantings (State and National)	Dave	100%	APR 2020	1	20	32 trees planted at MLK 1/17/2019. 5 trees at Egan’s & City Hall Parks 4/2020
Tree Plantings at Peck Center	Dave	100%	MARCH 2020	1	20	Peck Center Planting is pending due to cost estimates and need for additional quotes
Tree Planting Downtown	Dave	40%	APR 2020	3	30	Replacement Strategy provided to Parks in August 2019, plus a few reminders 2 trees were planted in Winter 2020 Ongoing coordination with Parks Department to replace trees removed or in decline
Emma Love Elementary School	Dave	100%	MARCH 2020	1	20	20 trees planted. Students unable to water due to Corona. A few need to be replaced.
Tree Planting at Egan’s Park / City Hall	Dave	100%	MARCH 2020	1	10	2 oaks, 2 magnolias planted
Tree Planting at Central Park	Dave	100%	MARCH 2020	1	5	7 oaks planted FY 2019-2020
Public ROW Tree Planting Strategy	Dave	5%		4		Sill in formative stages
Tree Sapling Give-away Programs	Dave	5%		4		Sill in formative stages

PLANNING & CONSERVATION: ACTION PLAN						FY 2019-20
						Reporting Timeframe: June -September 2020
DEPARTMENT STAFF						
		Kelly N. Gibson, AICP Planning & Conservation Director				
Jacob Platt, Senior Planner Boards Staffed: PAB, TRC Chair, Floodplain Management, Main Street Economic Vitality		_____, Preservation Planner Boards Staffed: HDC, Main Street – Design Council Review, TRC Review			Daphne Forehand, Planner I Boards Staffed: BOA, TRC Review	
Sylvie McCann Administrative Coordinator		Shelley Pinkston Planning Technician			David Holley City Arborist, TRC Review	
PROJECT NAME	LEAD	COMPLETION PROGRESS	DEADLINE	PRIORITY (1-5)	ESTIMATED EFFORT (TIME IN HOURS)	POTENTIAL RISKS & PROGRESS NOTES
Tree Brochure Updates for Homeowners and Contractors	Dave	100%	JUN 2020	1	10	Update based Ordinance Revisions and Add a brochure for contracting community which specifically directs a certified arborist be on-site prior to all clearing activities
GENERAL ADMINISTRATION						
Update SOPs for EnerGov (Permits and Plans) with flow charts, SOP for Board procedures and post meeting	Sylvie	100%	JULY 2020	3	20	Interim process established – Board applications available online through City website Potential Change to different software system Pending information from EnerGov and updates – interim process established until everything is finalized with all pending changes and update to latest available version of software
City Strategic Plan	Lorelei/ Kelly				30	Partner effort to establish City-wide strategic plan based on Commission Goals
Annual Report	Kelly/ Sylvie	100%	FEB 2020	1	25	Provided to Boards and Commission in February 2020
Determine Records Retention space needs and process	Sylvie	100%	MAR 2020	5	ONGOING	Partners: Clerk’s Office Going paperless as much as possible – HDC/BOA files will be scanned
Determine process changes for receipt of performance and maintenance bonds on subdivisions	Sylvie	75%		4	10	Partners: Finance, Legal, Clerk’s Office Established process confirmed with CCO – Next Step: Determine coordination, if any, with Finance Department
Update and republishing LDC online with changes	Sylvie	90%	ONGOING	1	25	Up to date through May 2020 Next Steps: Need to incorporate June 2020 Revisions
Update Websites for ADA compliance and ease of information, eliminate unnecessary data - Primary focus on Trees, Historic District, LDC and Comp Plan	Sylvie	25%	JUL 15, 2020 (ONGOING)	2	60	Initial Compliance obtained for ADA, need to update information and page links LDC Updated through May 2020 – Needs June LDC Revisions Focus on Trees Updates and Creating new Conservation and EAR pages Partners: IT
Development Projections for CIP	Kelly	100%	MAR 2020	1	10	Partners: Finance On-going Annually as part of audit process

ROUTINE TASKS

CATEGORY	FREQUENCY	TASK	STAFF
ADMIN	DAILY	Cashiering	Sylvie, Shelley
ADMIN	DAILY	Processing Payments	Sylvie, Shelley
ADMIN	DAILY	Processing Invoices	Sylvie
ADMIN	ANNUALLY	Budget Preparation	Kelly, Sylvie
ADMIN	QUARTERLY	Records Retention	Sylvie, Shelley
ADMIN	WEEKLY	Timekeeping- Kronos/ Payroll	Kelly
ADMIN	QUARTERLY	Website Maintenance	Sylvie
ADMIN	MONTHLY	Monthly Budget Reports	Sylvie
BOARD	MONTHLY	Plans Review: HDC, BOA, PAB, TRC	Planners
BOARD	MONTHLY	Board/ City Commission Agenda Item Preparation	Planners
BOARD	MONTHLY	Board Agenda Preparation	Planners, Shelley
BOARD	MONTHLY	Staff Reports: HDC, BOA, PAB, TRC	Planners
BOARD	MONTHLY	Notice for Agenda Items: Posted, Mailed, Published	Shelley, Sylvie
BOARD	MONTHLY	Findings of Facts (BOA and HDC)	Shelley, Sylvie
BOARD	MONTHLY	Certificates of Approval (BOA and HDC)	Shelley, Sylvie
BOARD	MONTHLY	Compliance Letters (TRC)	Jake
BOARD	WEEKLY	TRC Coordination and Stewardship	Jake
BOARD	MONTHLY	Meeting Minutes	Shelley, Sylvie
PERMIT	DAILY	Permit Review: SF Homes, Additions, Pools, Signs, Interior Build-out, Mechanical, Accessory Structures, HDC Compliance, New/Expanded Commercial and Industrial projects, Tree Removal	Planners, Dave
PERMIT	DAILY	Customer Service: Development Inquiry	All
PERMIT	DAILY	New Business Questions- Zoning, Change of Use, Signage allowance	Planners
PERMIT	DAILY	Inspections- Permits for Zoning Compliance, Trees, HDC	Planners, Dave
PERSONNEL	DAILY	Personnel Tasks (Hiring, Staff Training, Help Desk IT Requests, Evaluations)	Kelly
PERSONNEL	DEPENDS	Professional Development	All
PLAN	DAILY	Initial Property inquiries (phone calls and counter visits) and later follow-up	Planners
PLAN	QUARTERLY	Reporting: Planning Activity Report (Board Tracker), CM Monthly Report, Annual Report, Action Plan Updates, Goals	Kelly
PLAN	DAILY	Informal pre-application meetings	Planners, Dave
PLAN	DEPENDS	Intergovernmental Coordination: Nassau County, School Board, Regional Council, DEP, DEO, SJRWMD, FDOT, TPO, DOS, FWC, Urban Forestry Council, Ag. Dept	Planners, Dave
PLAN	WEEKLY	Interdepartmental Coordination	All
PLAN	DAILY	On-site consultations	Planners, Dave
PLAN	DAILY	Admin Reviews: School Concurrency, Context Sensitive, Zoning + Alcohol Confirmations, Due Diligence, DEP Letters	Planners
TREES	DEPENDS	New Tree Planting	Dave
TREES	DAILY	Tree Maintenance	Dave
TREES	DAILY	Homeowner/ Contractor Coordination	Dave

MEMO FROM THE PLANNING ADVISORY BOARD

June 25, 2020

To: City Manager and City Commissioners
From: Genece Minshew, Vice Chair
RE: Capital Improvement Plan 2020/2021

At the June 10th, 2020 Planning Advisory Board Meeting, the board members discussed and made the following comments and recommendations on the proposed Capital Improvement Plan (CIP) for 2020/2021.

The major comments on the CIP were around the proper prioritization of projects based on the possible reduction in revenues due to COVID-19 impacts.

- A closer look at the vehicle replacement plan and the addition and/or replacement of vehicles for the upcoming budget year should be revisited considering revenue concerns. The existing policy of early replacement to improve resale value should also be revisited. We would like to see the detailed maintenance records of the vehicles planned for replacement.
- The CIP should more clearly lay out where the funds are coming from for each of the planned vehicle replacements.
- Waterfront improvement projects should be put together on the CIP so that they can be easily followed, and the funding sources clearly identified.
- Projects seem very siloed and it is difficult to see project costs and impacts across departments and funding sources.
- Provide a critical path relationship on the waterfront projects with dependency analysis on grant funding.
- Fencing replacement at over \$500k at ballfields. Are we getting any funds from the County for these expenses? If not, should we pursue?
- Beach needs for vehicle replacement and other expenses, will we be asking the TDC for support in addressing those funds?
- How will projects be re-prioritized based on revenue shortfalls?
- Which projects are carry-overs from previous years vs. new projects? This needs to be clearly identified and tracked.
- Trees and Land Acquisition projects should be reflected in CIP with clearly defined funding sources and time frames.
- Projects that serve to save the city money should be evaluated as a Priority A.
- Scenario planning should occur showing the impact of various options such as just funding the A priority projects, only funding critical services projects, cutting 2020/2021 project funding by varying percentages, etc.

Thank you for the opportunity to review these documents and provide you with feedback.

Sincerely,

Genece Minshew

Genece Minshew
PAB Vice Chair

2019-
2024

Fernandina Beach Tree Management Plan



City of Fernandina Beach

2019-2024

TABLE OF CONTENTS

KEY HIGHLIGHTS FROM YOUR ARBORIST	2
TREE INVENTORY SUMMARY (City-owned trees)	2
INTRODUCTION	3
TREE INVENTORY SUMMARY (City-owned trees)	3
Canopy Coverage Analysis (All trees within City Limits).....	3
TREE PLANTING.....	5
ACTION PLAN FOR 5% CANOPY INCREASE:.....	6
APPENDICIES.....	8
SOURCES	9

KEY HIGHLIGHTS FROM YOUR ARBORIST

TREE INVENTORY SUMMARY (City-owned trees)

In 2009 and 2017, a tree inventory was conducted on over 14,000 City-owned trees. It appears that a small number of forested areas/wetlands were skipped due to inventory costs exceeding the budgeted allocation. This inventory can be found on the Nassau County Property Appraiser's website: (www.nassauflpa.com). The 2009 Selvig inventory report and companion 2010 Master's thesis are available on the City's website: (www.fbfl.us).

CANOPY COVERAGE ANALYSIS (All trees within City Limits)

Did our canopy SHRINK or GROW based on all the assessments? Our current canopy coverage is likely around 39% as 2 reports show. However, there IS a significant difference between the estimates using 2008 and 2009 aerials. Should another historical analysis be done to satisfy our curiosity, or should we simply accept our current 39% and move on?

- **37% Canopy Coverage using 2008 aerials:** This assessment was conducted in 2009 as part of the *Selvig Tree Appraisal*. View pg. 37
- **39% Canopy Coverage using 2018 aerials:** This assessment was conducted by the Nassau County Property Appraiser's office throughout the entire county. By request, they isolated data for the City limits. Did our canopy GROW?
- **44% Canopy Coverage using 2009 aerials AND 39% using 2019 aerials:** Provided in 2020 by *Carter Environmental Services*.

Observation 1 - On the 2019/2009 assessments, comparing the large natural areas where no development occurred. We observed gaps in the interior in 2019, but not in 2009. Could differences be from image quality/shadowing, winter vs. summer, hurricane Matthew (2016), Irma (2017) ... or was there actual canopy loss? Your City Arborist expected to find MORE FOLIAGE in the interior due to normal growth and re-sprouting, even with the 2016-2017 hurricane seasons. The 2009 aerials appear to have over-predicted the canopy percentage across the board.

Observation 2 - All trees retained and planted in new developments will continue to grow and increase the canopy coverage. It is interesting to see this ingrowth already happening in older developments as the Carter report highlights so well! This data is outstanding, even with possible biases. It helps us reflect on past actions and informs our decisions for the future!

GOAL ANALYSIS

In 2019, the Commission set a goal to increase canopy by 5% by 2024. In 2020, the Commission implemented a significant revision to its tree protection ordinance by modifying mitigation ratios from 20/25% to 50% for all development. It is expected that the resulting changes will affect the number of fees paid for mitigation inches, thereby inspiring design choices that preserve more trees onsite.

Finding SPACES to plant requires buy-in from all departments with suitable areas. This remains the City's principal challenge when considering new plantings, especially on a large scale. The City needs to reconsider its planting philosophy for trees in public rights-of-way and modify the Greenway Management Plan to allow for tree plantings. Other ideas for planting can be found in the report.

INTRODUCTION

Forests generally develop over time through a complex interaction of climate, soils, and organisms; an ecosystem that is relatively stable and self-sustaining. Natural or man-made disturbances like wildfire, windstorms, timber harvesting, or planting might occur over large areas from time to time, but the natural process continues for the most part. In an urban environment, the natural landscape may be modified in a smaller area, but in a more drastic and permanent way. As infill occurs, the natural environment becomes fragmented and displaced by fill dirt, concrete, structures, and a hodge-podge of native and non-native vegetation. With long term planning and management, the urban forest can be better preserved, replaced, and shaped with intentionality to compliment society and the environment.

This management plan outlines the goals and methods the City will use to preserve and enhance our urban forest in a sustainable way while accommodating social and economic needs.

TREE INVENTORY SUMMARY (City-owned trees)

The first step in creating a tree plan is to assess the present condition. In 2009 and 2017, a tree inventory was conducted for Fernandina Beach, examining over 14,000 City-owned trees. A small number of forested areas and wetlands were omitted due to time and expense outweighing the usefulness of the data. The tree inventory can be found on the Nassau County Property Appraiser's GIS map (www.nassauflpa.com), utilizing the "Map Layers" tab, under "Planning and Growth Management". By analyzing the data, City staff can make better management decisions.

The 2009 Selvig Tree Inventory and Canopy Analysis report as well as the 2010 Latimer Master's thesis based on the above report are available on the City's website: (www.fbfl.us).

Inventory Results:

Approximately 65% of the trees were located along city streets with the remaining 35% in public spaces. Additionally, nearly 70% of the trees were reported to be in good condition. The data further revealed that 28% of our public trees are live oaks, 19% are sabal palms, and 12% are laurel oaks. The 2009 and 2010 reports recommended increasing diversity through future tree plantings. Even so, we want to use reliable tree species that can tolerate the harsh environmental conditions found in Fernandina Beach. *The Ecology of Maritime Forests of the Southern Atlantic Coast* is an excellent document on local tree species

Canopy Coverage Analysis (All trees within City Limits)

Of course, the City's tree inventory is limited to City-owned trees. To broaden the scope and knowledge of the entire tree canopy within the City limits, aerial photography can be utilized. Although this does not capture tree-specific data, it does provide a more comprehensive snapshot of the canopy to observe and influence changes over time.

Disclaimer: It is important to note that **image analysis results are simply ESTIMATES**. Aerial photos contain many inherent differences (image clarity, pixel color, shadowing, seasons/years, etc.) An estimated 37% Canopy Coverage using 2008 aerials.

This assessment was conducted in 2009 as part of the Selvig Tree Appraisal.

An estimated 39% Canopy Coverage using 2018 aerials.

This assessment was conducted by the Nassau County Property Appraiser's office throughout the entire county. By request, their staff isolated the data for the city limits of Fernandina Beach and verbally reported an estimate of 39% canopy coverage. Did the canopy GROW slightly?

An estimated 44% Canopy Coverage using 2009 AND

An estimated 39% Canopy Coverage using 2019 (See appendix documents).

Before learning about the county's 2018 assessment, City staff contracted with Carter Environmental Services in St. Augustine to conduct an analysis using the current City boundary using aerials from 2009 and 2019. Take into consideration that some properties within the current City limits were not under City ownership in 2009, however they were still included.

Based on the 2018 and 2019 aerials, our canopy coverage is currently around 39%. However, there IS a significant difference between the 2008 and 2009 results.

The assessment based on the 2008 aerials suggests the canopy GREW 2 percentage points (a 5.3% difference). $(3,137_{\text{now}} / 2,979_{\text{then}} \times 100) - 100 = \mathbf{5.3\%}$

The assessment based on the 2009 aerials suggests the canopy DECREASED by 5.3 percentage points (a 12.3% difference). $(3,137_{\text{now}} / 3,577_{\text{then}} \times 100) - 100 = \mathbf{12.3\%}$

	Acres	Percent
FB Total	8,051	100.0
Canopy 2008	2,979	37.0
Canopy 2019	3,137	39.0
Difference	158	2.0
% Difference	5.3	

	Acres	Percent
FB Total	8,051	100.0
Canopy 2009	3,577	44.4
Canopy 2019	3,137	39.0
Difference	-440	-5.5
% Difference	-12.3	

This discrepancy between the 2008 and 2009 aerials may be something we have to accept unless additional analysis work is conducted based on different aerials. However, we could simply accept the current 39% estimate and move on. To begin with, we will compare the large natural areas (where no development occurred) in the 2019/2009 aerials. In 2019 we see gaps in the interior that are largely absent in the 2009 assessment. Why? Could this be differences in image quality, seasons (winter vs. summer), storm damage from Hurricane Matthew (2016), and Irma (2017), or actual canopy loss? Your City arborist expected to find a DENSER canopy in undisturbed areas due to normal growth and re-sprouting, even with minimal storm damage. Could the 2009 aerials have OVER-predicted the canopy percentage in natural areas and throughout the entire city? Yes, perhaps. Can the annual growth rate of every tree (39% canopy coverage) in the city be able to replace some of the simultaneous developments? Yes, easily!

In addition, all the trees retained and planted in new developments will continue to grow and increase the canopy coverage. It is interesting to see this already occurring within older developments as the Carter report has highlights so excellently. Even if there are possible errors, we can use this data to reflect on past behaviors and consider better ways to supplement our canopy.

As part of the assessment, Cater Environmental Services will deliver a speech at the upcoming meeting of the City Committee as the schedule permits. Again, this report is available on our City website: (www.fbfl.us).

TREE VALUATION

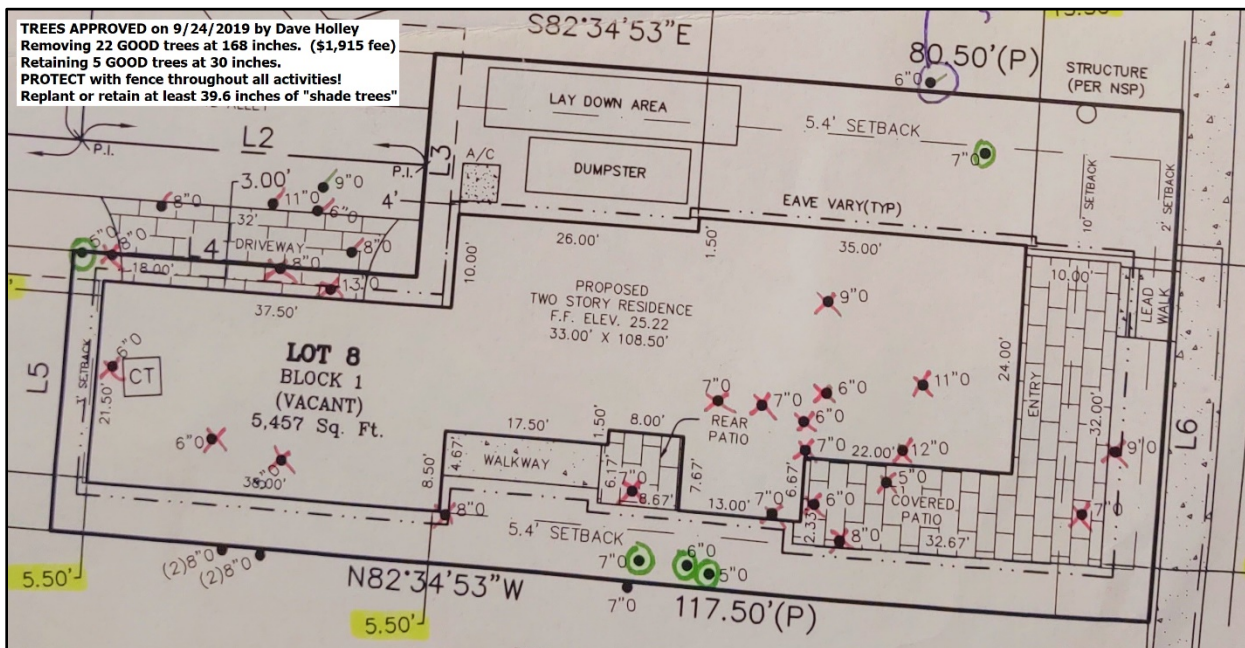
Trees provide a variety of services to people, wildlife, and the environment such as:

- Capturing stormwater (on the canopy, within fallen leaves, and from root absorption).
- Moderating the temperature (making things cooler in the summer and warmer in winter).
- Reducing wind speeds and improving air quality.
- Adding value to residences and businesses
- Maximizing local patronage and tourism for businesses and many more.

Selvig Tree Appraisal used i-Tree software in 2009 to quantify the value of the annual environmental and aesthetic benefits of the 7,000 trees contained in the inventory, and the value totaled \$56,637,455. Some years later, the 2017 inventory provided an additional 7,091 trees for a total estimated value of \$114,000,000.

TREE PLANTING

In 2019, the City Commission established a goal to increase the canopy coverage by 5% before the end of 2024. Also, in May of 2020, the City Commission revised the tree protection ordinance, making tree preservation requirements stricter for new developments. Previously, at least 20% of the inches approved for removal had to be mitigated (retained or replanted onsite) for residential properties and 25% for commercial lots. **The new standard is to mitigate 50%** of the inches slated for removal, but it will not be possible on many small lots.



To mitigate 20%, this plan shows 30 inches being retained. Replanting 9.6 inches is feasible. To mitigate 50%, this site would need to replant 69 inches or about 27 shade trees. Not advised!

This means the tree fund will inevitably collect substantially more mitigation dollars at \$400 per tree. In theory, if all tree funds can be converted into actual trees, this will preserve over 15% more canopy.

Finding SPACES to plant will require buy-in from all departments with suitable areas. However, at some point, the city will run out of amenable spaces for new trees.

ACTION PLAN FOR 5% CANOPY INCREASE:

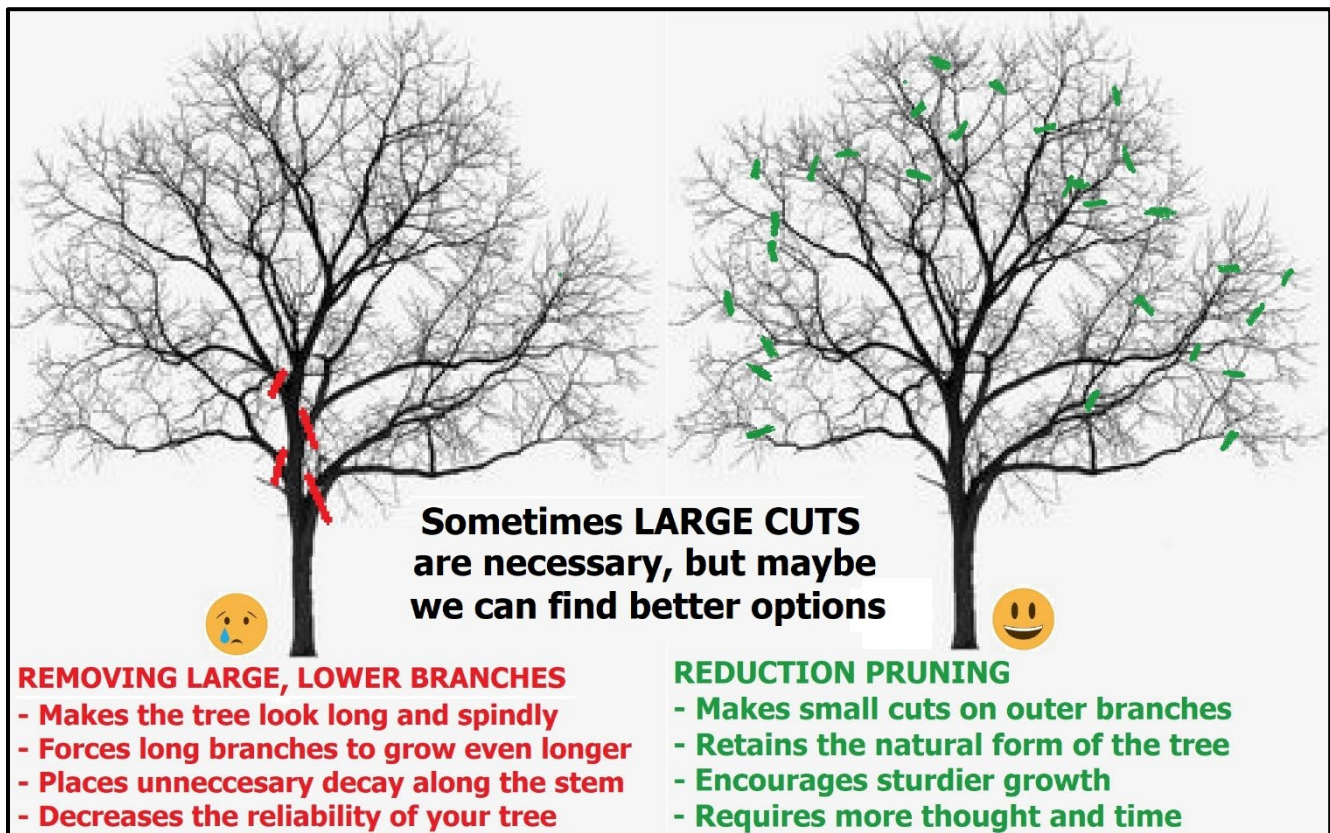
- Arbor Day Plantings – We celebrate FLORIDA Arbor Day in January and NATIONAL in April. In 2020, we celebrated by planting 32 trees at MLK Park and 1 tree at City Hall.
- Emma Love Planting – In February of 2020, we planted 20 trees with students and teachers at Emma Love Hardee. Schools can be excellent places to plant trees!
- Non-profit partnerships – Keep Nassau Beautiful planted 5 trees in City Parks in 2020, and the Junior Woman's Club planted 1 tree.
- Filling in street tree vacancies identified on the GIS tree inventory. Mapping new areas.
- Fernandina Loves Trees – We are encouraging each city resident to plant 1 tree at home.
- Trees for Permits Program – Every time a tree removal is approved, I ask people to let me know if they would be interested in obtaining a free tree if/when they become available. Many people do not respond, although a few have expressed interest.
- Natives for Invasive Replacement Program – Brazilian pepper, Chinese tallow, and Chinaberry are a few non-native plants. If residents agree to remove them, the City will provide replacement trees as an incentive. The first one is currently in the works.
- Adopt a Street Tree – Jacksonville has a program where people can request free trees in their right-of-way if City staff approves. The homeowner would handle the watering.
- Education and tree giveaway at schools – Besides planting trees at schools, we can give away bare root tree seedlings to students to take home and plant.
- Trick or Tree Halloween Giveaway – Bare root tree seedlings can be obtained cheaply. While kids collect candy on Centre Street, a small tree can be given away in a damp, sealed baggie. Even if some trees do not make it into the ground, others will.
- Trees in Parks (Central Park, Lighthouse, Egan's Creek Park, Atlantic Rec Center, Peck Center, MLK Center)– Parks are easy to plant since they are usually free of utilities. However, open spaces must be retained for events and regular use.
- Trees in Bosque Bello– Trees can also be planted on the edges in Bosque Bello cemetery and infilled as declining trees are removed. Understandably, many spaces will be unavailable for planting due to burial plots.
- Trees in Greenway – Similar to parks, the greenway is an easy place to plant, but not as easy to keep watered. Perhaps the best way to improve the canopy here would be to protect natural sprouts from mowing until they are large enough to be considered real trees.
- Trees in Golf Course – Similar to the greenway, the spaces between the greens grow naturally. Trees in maintained areas are mostly mature, and sometimes we lose a few. Although new plantings may not be as beneficial to residents, there's certainly ample space.
- Tree partnerships with Nassau County planting/maintenance or to encourage more tree planting in county rights-of-way and at boat ramps. County roadways often have large, barren road shoulders. If the city agreed to plant and establish trees on county property, a few biological deserts could be converted into an oasis. Potential planting areas may include Jasmine Street, Citrona Drive, Will Hardee Road, Susan Drive, Simmons Road, North and South 14th Street, Amelia Island Parkway, and Crane Island Drive.

RECENT TREE PLANTING EVENTS (68 trees in 2020 and 142 since 2018)

DATE	# Trees	Event Details
5/1/2018	3	Live oaks for Central Park for National Arbor Day
11/16/2018	4	Live oaks in ROW across from City Hall on Ash Street, placed by business
1/18/2019	25	Florida Arbor Day railroad buffer at S 3 rd and Elm (cedar & wax myrtle)
4/26/2019	4	National Arbor Day at Peck - 4 live oaks
8/2/2019	1	Class Reunion at Peck Center - 1 live oak
12/9/2019	6	Live oaks at Central Park, going above and beyond to offset new solar field
12/17/2019	1	Palm transplanted from Waterfront to Central Park
12/18/2019	1	Keep Nassau Beautiful - 1 live oak at Central Park
1/17/2020	32	Florida Arbor Day - 32 trees at MLK Park
2/21/2020	20	Emma Love tree planting with students (oak, poplar, magnolia, redbud)
2/21/2020	3	Citizen allowed 3 pine seedlings to be planted on private property
4/24/2020	1	Junior Women's Club - 1 Bottlebrush in 2 nd Street ROW across from City Hall
4/30/2020	2	Keep Nassau Beautiful - 2 magnolias at park beside City Hall Park
4/30/2020	2	Keep Nassau Beautiful - 2 live oaks at Egans Park

TREE MAINTENANCE

Routine tree maintenance is conducted on City trees for safety, clearance, and long-term reliability. Removing dead wood, reducing/removing certain branches, or total tree removal will be considered on a case by case basis. The City Arborist is available to assist any department with tree care.



APPENDICIES

Available on City Website at www.fbfl.us/trees

Diversity of Tree Canopy (Aggregated 2009 and 2017 Inventories)

2009, 2019 Canopy Coverage analysis

Relative Age Distribution of Tree Species

Public Trees Condition assessment

2009 Tree Management Plan

2018 Tree Inventory Update

i-tree reports (current condition of canopy) and value

Latimer, Fremont, Urban Forest Planning: A revised process using technology and concept development to develop structure and function, March 2010

SOURCES

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Geiger, J., & King, D. H. (2004). *The Large Tree Argument: The Case for Large Stature Trees vs. Small Stature Trees*. Retrieved October 3, 2009, from Center for Urban Forest Research:
http://www.fs.fed.us/psw/programs/cufr/research/studies_detail.php?ProjID=136

Harris, W., & Dines, N. T. (1998). *Time Saver Standards for Landscape Architects*. New York: McGraw Hill Publishing Company.

Lyle, J. T. (1985). *Design for Human Ecosystems*. New York: Van Nostrand Reinhold.

Matheny, N. P., & Clark, J. R. (1993). *Evaluation of Hazard Trees in Urban Areas*. Champaign: International Society of Arboriculture.

Matheny, N. P., & Clark, J. R. (2008). *Municipal Specialist Certification Study Guide*. Champaign: International Society of Arboriculture.

Nelson, G. (2003). *Florida's Best Native Landscape Plants*. Gainesville: University Press of Florida.
Recommended On-Line Resources:

International Society of Arboriculture: The professional accrediting agency for arboriculture. The site contains general information, links to research and construction details
website: www.isa-arbor.com

Center for Urban Forest Research: A branch of the U.S. Forest service. They conduct a wide variety of research on the performance of trees.
website: <http://www.fs.fed.us/psw/programs/cufr/>

University of Florida: Landscape Plants: Contains a wide variety of resources regarding plant care, selection, design, maintenance standards, storm management and species profiles.
website: <http://hort.ifas.ufl.edu/woody/>

Monrovia Nurseries: An excellent resource for selecting plant material
website: <http://www.monrovia.com/>

i-tree: A database program that helps analyze tree inventories for both value and composition
website: www.itreetools.org