



**AGENDA
TECHNICAL REVIEW COMMITTEE
REGULAR MEETING
SEPTEMBER 24, 2020
9:00 AM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF MINUTES**
 - 4.1 Approval of Minutes for the Regular Meeting of September 10, 2020
- 5. DISCUSSION ITEMS**
 - 5.1 PRE-APPLICATION DISCUSSION: CHRIS NARDONE, PASSERO ASSOCIATES, 907 S. 11 STREET - FERNANDINA BEACH HOUSING AUTHORITY**
Relocation of an existing aluminum canopy and construction of a 1-story 21' x 15' wood framed addition.
 - 5.2 CHANGE OF USE DISCUSSION: REPRESENTATIVES OF RACHRIDGE LLC, 115 CENTRE STREET**
Back patio expansion. The property is C-3 zoned in the Central Business District.
 - 5.3 CHANGE OF USE DISCUSSION: SHELLY RAWLS, RAWLS ARCHITECTURE, 25 N. 3rd STREET**
Bean School of Dance conversion to Duckpin Bowling Alley and Bar. The property is C-3 zoned in the Central Business District.
- 6. DEVELOPMENT INQUIRIES FROM APPLICANTS NOT ON THE AGENDA - DISCUSSION ONLY, NO ACTION TO BE TAKEN.**
- 7. COMMITTEE BUSINESS**
- 8. ADJOURNMENT**

NEXT REGULAR TRC MEETING IS SCHEDULED FOR OCTOBER 8, 2020

Persons with disabilities requiring accommodations in order to participate in this program or activity should contact 310-3115, TTY 711, or through the Florida Relay Services at 1-800-955-8771 (TTY number for all City offices) at least 24 hours in advance to request such accommodations.



**AGENDA
TECHNICAL REVIEW COMMITTEE
REGULAR MEETING
SEPTEMBER 10, 2020**

1. CALL TO ORDER 9:03 a.m.

2. ROLL CALL

MEMBERS PRESENT:

Jacob Platt, Planning
Rex Lester, Streets/ADA
Andre Desilet, Stormwater

Don Kukla, Building
Jason Higginbotham, Fire
Michelle Forstrom, Code

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

4.1 Approval of Minutes for the August 27, 2020 Regular Meeting.

ACTION TAKEN: A motion was made by Member Desilet, seconded by Member Kukla, to approve the minutes as presented.

Motion passed by unanimous voice vote.

5. DISCUSSION ITEMS

5.1 Pre-application: Asa Gillette, Gillette and Associates, Inc. - Construction of a 10, 640 square foot commercial building and associated parking on the western portion of the parcel. Parcel Number 00- 00-31-1800-0197-0010 located at the southwest corner of South 14th & Lime Street.

Mr. Gillette spoke about the project. He mentioned that the infrastructure is already in place and that a lot split will be requested. Mr. Plat confirmed that the lot split should be addressed with an Administrative Review application.

Members discussed the site plan. Mr. Lester asked for the width of the stripes in the parking area be measure according to requirements. Ms. Forstrom questioned the location of the dumpsters and their accessibility. Mr. Gillette confirmed that they will be screened, and that

area will be landscaped. Mr. Kukla asked for clarification that Building 1 will be retail and Building 2 will potentially be a medical office. Mr. Gillette explained that this was accurate. Mr. Platt addressed the 70% impervious requirements. Mr. Gillette noted that he would look into this along with lighting for the parking lot.

Mr. Cason, Mr. Tilly who attended virtually had no comments and thanked the board members for their attention in the project and mentioned that they would be in contact with Mr. Gillette.

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

No inquiries from the public

7. COMMITTEE BUSINESS

7.1 SPR 2020-0004: St. Michael CC Parking Lot & Liberty Billings Relocation - Sign off

No comments from the board members. This project was signed off by members.

8. ADJOURNMENT 9:18 a.m.

Jacob Platt, Planning

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Technical Review Committee (TRC): Pre-Application Meeting Request - Submission #5965

Date Submitted: 9/15/2020

Technical Review Committee (TRC) Pre-Application Meeting Request

USE THIS FORM TO Submit a project for input and guidance from the Technical Review Committee, the City group responsible for reviewing site plans and commercial projects. TRC pre-application meetings are a free service provided by the City of Fernandina Beach to help guide a project through the development review and permitting process. The TRC pre-application meeting is a meeting between an applicant and representatives of City departments responsible for reviewing applications for the purpose of exchanging information on the potential development of a site. This may include providing information on permissible uses of the site; required improvements; infrastructure requirements; any applicable design standards; any potential regional, state or federal standards; requirements for supporting plans, documents and studies; and any applicable design standards.

Fees

None

IMPORTANT NOTES

A change of use occurs when an existing use is replaced by a different use, as listed in table 2.03.02. A proposed change of use shall be subject to the pre-application conferences as set forth in 11.01.02 A change of use shall not require a local development order when all the conditions of 11.00.05 are met. The determination that a proposed use or development constitutes a change of use is an administrative decision subject to appeal. When a local development order is required due to a proposed change of use, all standards and procedures of the Comprehensive Plan and LDC shall apply to the proposed new use.

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



Local Development Orders for a Change of Use “ see LDC Section 11.00.05



Pre-Application Conference “ see LDC section 11.01.02

The LDC is available for review at

www.fbfl.us/LDC

Application Requirements



A complete application.



Site plans or scaled drawings; and



Any other files that illustrate the proposed project.

PROPERTY INFORMATION

Property information can be found at the Nassau County Property Appraiser’s Website’s Map Search

Site Address***City*****State*****Zip*****Parcel ID #(s)*****Lot****Block****Subdivision****Zoning District*****Future Land Use Designation*****Overlay District****Size of Property (acres)*****Present Property Use*****Wetlands*****Flood Zone*****Coastal Construction Control Line (CCCL)*****CONTACT INFORMATION**

Applicant or interested party who will be present at the meeting.

First Name***Last Name*****Company (if applicable)****Telephone Number*****E-mail Address*****PROJECT INFORMATION****Project Name****Project Type*****Project Description***

Describe your project in detail

Proposed Access Road***Rd Maintenance Jurisdiction ***

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*

Christopher

Applicant Last Name*

Nardone

Today's Date*

9/15/2020

Upload Supporting Documentation*

Site Plan Concept 09152020.pdf

Upload 2

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Upload 3

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Upload 4

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Upload 5

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DEPARTMENT OF PLANNING & CONSERVATION

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

September 15, 2020



Proposed one story
wood framed addition
with 21'-0" x 15'-0"
interior dimensions



Proposed relocation of
existing aluminum
canopy

**Proposed Room Addition for the
Fernandina Beach Housing Authority
at 907 South 11th Street**

Google 100%

Camera: 140 m 30°39'35"N 81°27'30"W 6 m

Print

Technical Review Committee (TRC): Pre-Application Meeting Request - Submission #5993

Date Submitted: 9/17/2020

Technical Review Committee (TRC) Pre-Application Meeting Request

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Fees

None

IMPORTANT NOTES

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Application Requirements



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First Name***Last Name*****Company (if applicable)****Telephone Number*****E-mail Address*****PROJECT INFORMATION****Project Name****Project Type*****Project Description***

Describe your project in detail

Proposed Access Road***Rd Maintenance Jurisdiction ***

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*

Shelly

Applicant Last Name*

Rawls

Today's Date*

9/17/2020

Upload Supporting Documentation*

existing east elev.pdf

Upload 2

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Upload 5

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EXISTING EAST ELEVATION

1/4" = 1'-0"