



AGENDA
HISTORIC DISTRICT COUNCIL
SPECIAL MEETING - VIRTUAL
MONDAY, OCTOBER 12, 2020
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

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

- 1. CALL TO ORDER / ROLL CALL / DETERMINATION OF QUORUM**
- 2. PLEDGE OF ALLEGIANCE**
- 3. OLD BUSINESS**
 - 3.1 HDC 2020-0041 - AGATHI POULIASIS, COLE BUILDERS, AGENT FOR JEROME P. + DENICE K. GAINES, 900 WHITE STREET**
Amendment to previously approved COA for HDC 2020-0008 for revision to garage and chimney. *(Quasi-Judicial)*
- 4. NEW BUSINESS**
 - 4.1 HDC 2020-0023 - CASSIDY SHAW, 107 ESTRADA STREET**
Certificate of Approval (COA) for the demolition of a non-contributing primary structure. *(Quasi-Judicial)*
 - 4.2 HDC 2020-0034 - JOHN COTNER, COTNER & ASSOCIATES, AGENT FOR MARILYN C. LEIBMAN, LOTS 2 + 3 + 4 BLOCK 8, N. 2ND STREET**
Certificate of Approval (COA) for Conceptual review for two (2) 3-story single family dwellings on three (3) 25' lots of record. *(Quasi-Judicial)*
 - 4.3 HDC 2020-0036 - SETH JUDD, JUDD CONSTRUCTION LLC, AGENT FOR HEIDI CORMIER, 229 S. 8TH STREET**
Certificate of Approval (COA) to replace 19 windows. *(Quasi-Judicial)*
 - 4.4 HDC 2020-0039 - JOHN COTNER, COTNER & ASSOCIATES INC., AGENT FOR PETER VENERDI, 505 CEDAR STREET**
Certificate of Approval (COA) to rehabilitate a contributing primary structure, construct an addition in rear and construct a 384 SF 2-story accessory structure. *(Quasi-Judicial)*
 - 4.5 HDC 2020-0037 - JOHN COTNER, COTNER & ASSOCIATES INC., AGENT FOR TODD LORENTSON, 316 N. 3RD STREET**
CONCEPTUAL Certificate of Approval (COA) to construct a one 2-story primary structure with a detached 1 1/2 car garage. *(Quasi-Judicial)*
- 5. BOARD BUSINESS**

6. STAFF REPORT

6.1 Waterfront Plan- Community Hub (public comment portal)

The Community Hub is active for public comment regarding the conceptual plans for the waterfront. The Hub can be accessed through this link: <https://fernandina.mlhhub.com/>. The Hub will be accessible through Oct 18.

7. PUBLIC COMMENT

8. ADJOURNMENT

This will be conducted as a virtual meeting with restricted physical access. 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 October 12, 2020, and will be called upon by their individual registered Zoom Meeting ID Account or by the last-4 digits of their respective phone number. When called upon, please provide your name and home address prior to issuance of public comment. Please limit comment to 3 minutes.

Please click the link below to join the webinar:

<https://zoom.us/j/98477862115?pwd=MVJqNGJDd0ovU005NzNMVmY3VzZrdz09>

Passcode: HDC-SPEC

Or iPhone one-tap :

US: +16465588656,,98477862115#,,,,,0#,,47246915# or +13017158592,,98477862115#,,,,,0#,,47246915#

Or Telephone:

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

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

Webinar ID: 984 7786 2115

Passcode: 47246915

International numbers available: <https://zoom.us/u/adapx4GRnZ>

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.



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDCA 2020-041
OCTOBER 12, 2020

REQUEST SUMMARY:

Owner/Applicant:	Jerome Gaines (Agent: Dale Cole)				
Property Address:	Block - Lot 11 & 12 Old Town (White Street) (PIN: 00-00-31-1580-0009-0110)				
Requested action:	Amendment to Certificate of Approval (COA) 2020-08 as follows : 1. House Rear elevation: Change French door to slider 2. Garage Right Elevation: Change door to window (match other) 3. Garage Left Elevation: Remove windows for security: this backs up to wooded/fence area. 4. Remove the chimney: They are going with an electric fireplace instead of wood burning.				
Current zoning:	OT-1				
FLUM land use category:	High Density Residential				
Existing uses on the site:	Vacant				
FL Master Site File #	N/A				
Year Built:	N/A				
Contributing Status:	Non-Contributing				
Adjacent Properties:		EXISTING USE	ZONING	YEAR	NOTES
	North	Single-Family Residential	OT-1	c.2014	901 White St.
	South	Single-Family Residential	OT-1	c.1938	208 Amelia St.
	East	Vacant	OT-1	c.	908 White St.
	West	Single-Family Residential	OT-1	c.1910	215 Amelia St.

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



APPLICABLE GUIDELINES:

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

1. **A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**
Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
2. **The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.**
Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
3. **Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.**
Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
4. **Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.**
Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
5. **Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.**
Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
6. **Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.**
Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
7. **Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.**
Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
8. **Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.**
Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
9. **New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.**
Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
10. **New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**
Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒

ANALYSIS:

PROPOSED MATERIALS		
	Type/Material/Brand	Color
Exterior Fabric	Smooth Hardie Lap Siding	SW7004 Snowbound
Doors	Thermatru/ 4 Light Craftsman	Mahogany
Windows	Jel Wen Windows – Double Hung Vinyl- External Grids 2 over 2	White
Roofing	Metal -Gulf Coast Supply- LOC Standing Seam	Mocha Tan
Fascia/Trim	Hardie plank - Smooth	SW7002 Downy
Foundation	Cherokee Brick with Pier Detail	Buckingham
Shutters	Mid West Panel Shutter to Match Front Door	Mahogany
Porch/Deck	Pine Pressure Treated	<i>Natural</i>
Fencing	N/A	N/A
Driveways/ Sidewalks	Cherokee Buckingham Brick	Buckingham
Signage	N/A	N/A
Lattice	N/A	N/A

Site Plan –

- **Housing Type** – Single-family detached homes are a permissible housing type in OT-1 Zoning District.
- **Visibility Triangle** – All proposed construction occurs beyond the required visibility triangle.
- **Lot Density** – Meets the requirement to remain under the 45% lot coverage maximum.
- **Mechanical** – Per LDC 4.02.03(A)7, “*Mechanical equipment may be located within the side or rear yard setback, but not closer than five (5) feet to side or rear yard lot lines.*” The site plan provides location of AC equipment as consistent with dimensional standards.
- **Visibility Corridors** – The proposed siting of the home meets the required 5’ minimum visibility corridor setbacks on all sides.
- **Encroachments** – The front steps encroach into the front yard visibility corridor (setback) as permissible, per LDC 4.02.03(A)3.
- **Parking** – Driveway to be accessed from Amelia Street. The driveway material is indicated to be bricked to match foundation.
- **Orientation** – All primary structures are required to front the street. The proposed primary structure is sited to front White Street, which is appropriate.

Elevations –

- **Scale** – The building is appropriately scaled and in proportion with existing development in Old Town.

- **Height** – Building height shall be measured from the approved finished grade, to the highest point on the structure, per LDC 4.02.03(C). Height of the structure is approximately 29’11”, which is under the maximum allowable. Height of the accessory structure is 17’5”, which is under the allowable.
- **Materials** – The project features materials that replicate traditional materials. The home features smooth Hardie lap siding, metal roof, and wood elements for the porch railings.
- **Foundation** – The project will be constructed on an elevated foundation. Piers detailing will be in brick.
- **Windows** – Windows are to be 2 over 2, Jel Wen Double Hung Windows – Double Hung Vinyl with external grids and Hardie trim. These windows are on the list of approved windows.
- **Doors** – Front door is manufactured by Thermatru/ 4 Light Craftsman.
- **Accessory structure** – An approximately 544 sq.ft garage building will be constructed at rear of lot. It will match the principle structure in materials.

Other Notes –

- **Archaeological Sensitivity** – Old Town Fernandina represents an area of high archeological potential. As such, the applicant should be mindful of Secretary of the Interior Standard number 8, which states that “significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.” If archeological resources are discovered on site at any point in the project, the applicant should consult the appropriate organizations to assist in identifying a mitigation strategy.

STAFF RECOMMENDATION:

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

Staff recommends: FINAL APPROVAL of HDC 2020-08

MOTION TO CONSIDER:

I move to **approve or deny** HDCA case number 2020-41 **with or without** conditions

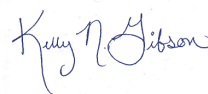
AND I move that the HDC make the following findings of fact and conclusions of law part of the record:

That HDCA case 2020-041, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior’s Standards, and the Old Town Preservation and Development Guidelines to warrant **FINAL** approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDCA 2020-041 Application and Backup Materials

Respectfully Submitted,



**Kelly N. Gibson, AICP
Director**

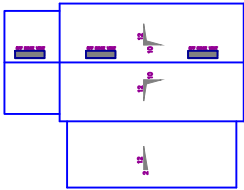
GENERAL NOTES:

ALL WORK SHALL COMPLY WITH THE NATIONAL BUILDING CODE AND ALL APPLICABLE LOCAL, STATE AND ORDINANCES.

ALL STRUCTURAL DIMENSIONS, INCLUDING METHODS, ETC. CONDITIONS, STRUCTURAL COMPONENT SPECIFICATIONS, SIZES, PLACEMENT, REINFORCEMENT, ETC. PROVIDED HEREIN ARE FOR INFORMATION ONLY AND ARE TO BE PROVIDED ONLY BY A QUALIFIED LICENSED LOCAL ENGINEER BASED ON THE CONDITIONS

OWNER/CONTRACTOR SHALL BE RESPONSIBLE TO ENSURE THAT ALL STRUCTURAL DIMENSIONS, METHODS, ETC. CONDITIONS, STRUCTURAL COMPONENT SPECIFICATIONS, SIZES, PLACEMENT, REINFORCEMENT, ETC. ARE DESIGNED AND PROVIDED BY A QUALIFIED LICENSED LOCAL ENGINEER BASED ON THE CONDITIONS

THIS SET HAS BEEN ELECTRONICALLY SIGNED BY
A DATA SIGNATURE
SIGNATURE OF THE USER HAS BEEN VERIFIED
BY THE SOFTWARE



ROOF PLAN NOTES

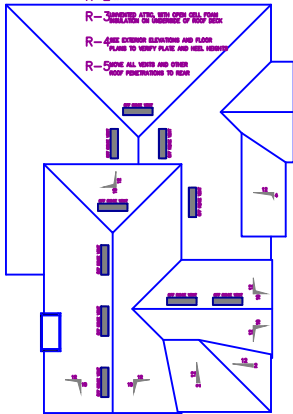
R-1 ALL ROOF FROM 4/12 UNLESS OTHERWISE NOTED

R-2 ALL ROOFING 1/2"

R-3 ROOFING 4/12 UNLESS OTHERWISE NOTED

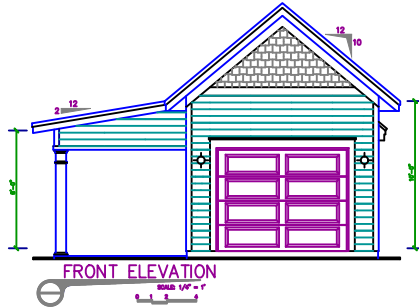
R-4 USE EXTENDED DIMENSIONS AND PLACE PLANS TO VERIFY PLANE AND RISE, R-5

R-5 CHECK ALL NOTES AND OTHER ROOF INSTRUCTIONS TO RISE



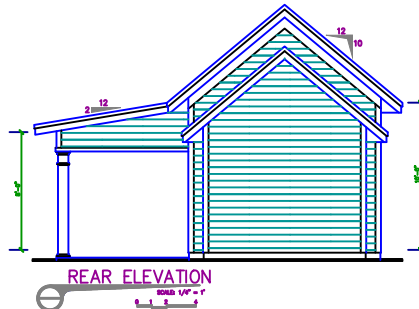
ROOF PLAN

SCALE 1/4" = 1'



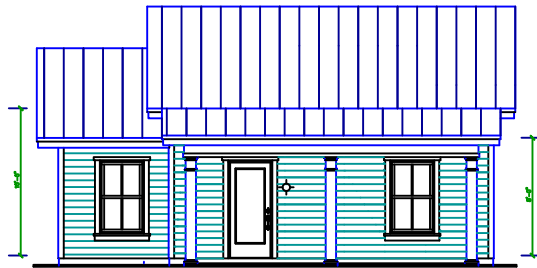
FRONT ELEVATION

SCALE 1/4" = 1'



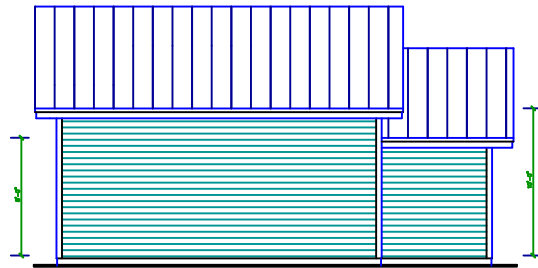
REAR ELEVATION

SCALE 1/4" = 1'



RIGHT ELEVATION

SCALE 1/4" = 1'



LEFT ELEVATION

SCALE 1/4" = 1'

Print

Historic District Council (HDC) Certificate of Approval (COA) Application - Submission #5895

Date Submitted: 9/2/2020

HISTORIC DISTRICT COUNCIL (HDC): CERTIFICATE OF APPROVAL (COA) APPLICATION

USE THIS FORM TO Apply for approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA). Projects may require either a Board-level review or a Staff-level review.

Fees

☐ Certificate of Approval (COA): Staff Review \$20	☐ Demolition of a Primary Structure “ Contributing \$1,200
☐ Certificate of Approval (COA): Board Review - Residential \$200	☐ After-the-Fact Certificate of Approval (COA): Staff Review \$80
☐ Certificate of Approval (COA): Board Review - Commercial \$250	☐ After-the-Fact Certificate of Approval (COA): Board Review \$1,000
☐ Demolition of a Primary Structure “ Non-Contributing \$300	☒ Amendment to Previously Approved COA - First Amendment Free

Basis for Review

All applications, whether Staff or Board review, are reviewed for consistency with the City of Fernandina Beach Comprehensive Plan, Land Development Code, and applicable guidelines such as the Downtown Historic District Design Guidelines, Old Town Fernandina Preservation and Development Guidelines, and the Community Redevelopment Area (CRA) Design Guidelines. Guidelines for the Historic Districts are based on the U.S. Secretary of the Interior’s Standards for Rehabilitation.

HDC 2020



IMPORTANT NOTES

Conceptual Approvals

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

Pre-Application Meeting

To guide you through the process and to ensure that your application is properly processed, you™ need to meet with the Preservation Planner prior to submitting your application. This should be done at least 45 days prior to your anticipated submittal date to allow time for review. Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, or zoning permit (if required).

Application Requirements

- | | |
|--|---|
| ☒ A complete/ signed application; | ☐ Photographs; |
| ☒ Proof of Ownership (copy of deed or tax statement); | ☐ Any additional backup materials, as necessary; |
| ☐ A current survey of the property, for new construction and any change to existing footprint. (no older than two years); | ☐ If applying as an agent, Owner's Authorization for Agent Representation form must be signed/ notarized and submitted as part of the application; |
| ☐ Scaled elevations & plans; | ☐ For window replacement, a Window Survey must be completed. |

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

- ☐ Historic District Overlays " see LDC Section 8.01.01
- ☐ Specific Requirements within the OT-1 and OT-2 Zoning Districts " see LDC Section 8.01.01.02
- ☐ Amelia River Waterfront Community Redevelopment Area " see LDC Section 8.01.02
- ☐ Application Process for Certificate of Approval " see LDC Section 8.03.03
- ☐ Signage in the Historic Districts and Community Redevelopment Area " see LDC Section 8.01.03
- ☐ Requirements for Demolition Applications " see LDC Section 8.03.03.01
- ☐ Appeals - see LDC Section 8.03.09

The LDC is Available for Review at

www.fbfl.us/LDC

Appeals

An applicant may appeal the HDC's decision for variances to a court of record as outlined in LDC Section 10.02.04(D). The petition shall be presented to within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

PROJECT TYPE*

New Construction

Choose all that applies.

APPROVAL TYPE*

Board Approval: Final

See Certificate of Approval Matrix for details

Previously approved case

PROPERTY INFORMATION

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

Historic District***Site Address*****City*****State*****Zip Code*****Parcel ID #(s)*****OWNER OF RECORD**

As recorded with the Nassau County Property Appraiser

First Name***Last Name*****Mailing Address*****City*****State*****Zip Code*****Telephone Number*****E-mail Address*****OWNER'S AGENT**

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

First Name***Last Name*****Company (if applicable)****Street Address****City****State****Zip****Telephone Number****E-mail Address**

Project Description*

HDC2020-0008 Revision Request to include: 1. House Rear elevation: Change French door to slider 2. Garage Right Elevation: Change door to window (match other) 3. Garage Left Elevation: Remove windows for security: this backs up to wooded/fence area. 4. Remove the chimney? They are going with an electric fireplace and want to know if they can remove the chimney?

Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s).

MATERIALS

List all proposed materials and colors, as applicable

EXTERIOR FABRIC

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

DOORS

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

WINDOWS

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

ROOFING

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

FASCIA/TRIM

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

FOUNDATION

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

SHUTTERS

Manufacturer

Product Description	Color
Include FL Product Approval # for Windows and Doors	(Name/Number)

PORCH/DECK

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

FENCING

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

DRIVEWAYS/SIDEWALKS

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

SIGNAGE

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

OTHER

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

Please upload supplemental documentation and all product brochures, paint color samples, etc.

Upload 1 garage elev revised.pdf	Upload 2 Revised exterior no chimney.pdf	Upload 3 Choose File No file selected	Upload 4 Choose File No file selected
Upload 5 Choose File No file selected	Upload 6 Choose File No file selected	Upload 7 Choose File No file selected	Upload 8 Choose File No file selected

Certification*



By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application.



I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.
5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).
6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.
7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.
8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.
9. I/We understand that Certificates of Approval are only valid for one (1) year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

Applicant First Name*

Agathi

Applicant Last Name*

Pouliasis

Today's Date*

9/2/2020



DEPARTMENT OF PLANNING & CONSERVATION

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

GENERAL NOTES:

ALL WORK SHALL COMPLY WITH THE NATIONAL BUILDING CODE AND ALL APPLICABLE LOCAL CODES AND ORDINANCES. REINFORCEMENT, ETC. PROVIDED HEREON ARE TO BE VERIFIED ON-SITE BY A QUALIFIED LICENSED LOCAL ENGINEER BASED ON SITE CONDITIONS.

OWNER/CONTRACTOR SHALL BE RESPONSIBLE TO ENSURE THAT ALL STRUCTURAL, ELECTRICAL, BUILDING METHODS, ETC. CONSTRUCTION, COMPONENT SPECIFICATIONS, REINFORCEMENT, ETC. PROVIDED HEREON ARE TO BE VERIFIED ON-SITE BY A QUALIFIED LICENSED LOCAL ENGINEER BASED ON SITE CONDITIONS.

SEE OTHER SHEETS REFERENCED BY THIS SHEET FOR ALL DETAILS AND NOTES.





THIS ITEM HAS BEEN ELECTRONICALLY SIGNED BY
HAROLD COPPEL, PE ON _____ U
A DIGITAL SIGNATURE.

PRINTED COPIES OF THIS DOCUMENT ARE NOT
CONSIDERED SIGNED AND SEALED AND THE
SIGNATURE MUST BE VIEWED ON ANY

GENERAL NOTES:

GENERAL NOTES

ALL WORK SHALL COMPLY WITH THE NATIONAL BUILDING CODE, ALL APPLICABLE LOCAL CODES AND ORDINANCES.

ALL STRUCTURAL DIMENSIONS, BUILDING METHODS, SITE CONDITIONS, STRUCTURAL COMPONENT SPECIFICATIONS, STEEL PLACEMENT, REINFORCEMENT, ETC. PROVIDED HEREIN ARE FOR INFORMATION AND ARE NOT TO BE USED AS A BASIS FOR CONSTRUCTION UNLESS SPECIFICALLY SO NOTED. ALL WORK SHALL BE VERIFIED ORSITE BY A QUALIFIED LICENSED LOCAL ENGINEER BASED ON SITE CONDITIONS.

OWNER/CONTRACTOR SHALL BE RESPONSIBLE TO ENSURE THAT ALL STRUCTURAL DIMENSIONS, BUILDING METHODS, SITE CONDITIONS, STRUCTURAL COMPONENT SPECIFICATIONS, STEEL PLACEMENT, REINFORCEMENT, ETC. ARE DESIGNED AND SPECIFIED BY A QUALIFIED LICENSED LOCAL ENGINEER BASED ON SITE CONDITIONS.

EXTERIOR ELEVATIONS

SHEET NUMBER
2 of 9

HAROLD W. COFFIELD PE. CGC
CONSULTING ENGINEER

A NEW CUSTOM HOME BY COLE BUILDERS:

GAINES RESIDENCE

2743-1 ANNISTON RD.
JACKSONVILLE, FL 32246
904-571-7106 CELL, hwcpersonal@gmail.com

COPYRIGHT, DDS STUDIOS LLC 2020

com
-1892



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2020-23
SEPTEMBER 30, 2020

Owner/Applicant:	Cassidy Shaw, owner
Property Address:	107 Estrada Street
Current zoning:	OT-1
FLUM land use category:	High Density Residential
Existing uses on the site:	Single-Family Residential
FL Master Site File #	8NA00697
Year Built:	c.1814 (FMSF)
Contributing Status:	Contributing
Requested action:	Certificate of Approval (COA) to demolish a primary structure.

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



APPLICABLE GUIDELINES:

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE

OLD TOWN FERNANDINA PRESERVATION AND DEVELOPMENT GUIDELINES

3.12 Demolition

Demolition exerts a negative impact on a historic district. Eliminating a building from a streetscape is like pulling teeth. Either a conspicuous void is created, or the replacement is usually less well-designed and constructed than the original.

In some instances, demolition may be appropriate and may even enhance a historic district, building, or site. Non-historic buildings whose designs are not in character with its surroundings can be removed with no negative impact. Likewise, under certain circumstances, non-historic or non-significant components of a building complex can be removed. There are several factors to consider in the removal of such components. These include whether the components are secondary structures; lack historical, engineering, or architectural significance; do not comprise a major portion of a historical site; or the absence of persuasive evidence to show that retention of the components is not technically or economically feasible.

Demolition of nonsignificant additions may also be appropriate. Demolition may be undertaken if the addition is less than fifty years old, does not exhibit stylistic details or fine workmanship or materials, was added after the period of significance of the building or district; is so deteriorated it would require reconstruction; or obscures earlier significant features.

Avoid demolition of significant outbuildings and additions. Carriages houses and garages can be significant components of building complexes. Many buildings in a district have had additions, new ornament, storefronts, porches, windows, wings, and additional stories. These changes might have gained significance in their own right and should be retained under Standard 4. Assessing significance of later additions requires careful professional review and should be done on a case by case basis.

Recommendations:

- Approval for any demolition of a primary building or structure (contributing or noncontributing) located within a locally designated historic district or the CRA shall be submitted by the property owner to the HDC.
- No building or structure in a locally designated historic district or the CRA shall be demolished without approval by the HDC, unless by a superseding order of a government agency or a court of competent jurisdiction.
- Certificate of Approvals for demolition applications are to be heard in accordance with HDC hearing requirements for Certificate of Approval applications and noticed in a c c o r d a n c e w i t h C i t y requirements for public hearings.
- Requests for demolition must follow the additional guidelines set forth in the LDC.
- Identify, retain, and preserve buildings which are important in defining the overall historic character of a historic district or neighborhood.
- Retain the historic relationship between buildings and landscape and streetscape features.
- Remove non-significant buildings, additions, or site features which detract from the historic character of a site or the surrounding district or neighborhood.

Avoid:

- Removing buildings which are important in defining the overall historic character of a district or neighborhood so that the character is diminished.
- Removing historic buildings thus destroying the historic relationship between buildings, features and open space.
- Removing a historic building in a complex, a building feature, or significant later addition which is important in defining the historic character of a site or the surrounding district or neighborhood.

ANALYSIS:

Constructed sometime in the early 19th century, this home represents a significant example of the evolution of architecture in Old Town Fernandina. The FL Master Site File 1985 Survey lists the home as being constructed in 1814 and "...was originally the residence of Domingo Estacholy, a Sergeant in the Spanish militia company stationed in Fernandina. The building appears to be one of only two Colonial buildings extant in Fernandina and one of the few in the State of Florida."

The property appears to have a core of two rooms that dates to this early period, but was found to be unlikely to be the 1814 structure. The core was later added onto in all directions. The only notable later addition was the addition of a distinctive front porch railing. An excerpt from an earlier case related to this property (2012-21 staff report) summarizes the findings as to the age and significance of the structure:

"...The following information has been collected as to the potential age of the structure on Lot 3:

- *A structure was documented as being on the property circa 1814 during the 1985 survey, though it is uncertain whether this is the structure in question or a previous one on the same site. Inadequate references and citations prevent confirmation of this date for the structure now under consideration.*
- *The property appraiser lists a c.1910 construction date, though the structure in question is shown on Sanborn maps from both 1903 and 1909. The 1903 map shows a single story wood frame structure with a shingle roof, including nearly full width porches on both east and west elevations projecting roughly ten feet in each direction. The 1909 Sanborn footprint is nearly identical to the 1903 footprint, but without the full width porch on the west elevation.*
- *The rear porch is seen again, however, on the 1926 Sanborn map with the northernmost 9 feet having been removed.*
- *In a 1968 Drake survey obtained from City archives, the west porch had been reduced to its 13.5 foot central section and separated into an enclosed room and remaining porch. These remnants of the rear porch were at some later date incorporated into the western addition which now includes the kitchen, bathroom, and dining room under consideration for removal. A slight change in pitch on the shed roof marks the border between this rear addition and the core block of the original structure.*

The remaining defining features of the structure are consistent with a late Victorian frame vernacular structure at the turn of the 20th century. These include the two-over-two windows increasingly available over the second half of the 19th century and used into the very early 20th, and the east elevation porch with incised and turned Victorian style posts and carved decorative balustrade popular at the turn of the century. While the porch was decreased to its current three foot width sometime post-1968, these balustrades appear to have been intentionally reused and resumed their place on the perimeter of the new porch floor. Lastly, early concrete pilings holding up the original core block of the structure are also suggestive of a late 19th-early 20th century date for the structure.

It is staff's opinion that based on the variety of information collected regarding the age of the structure, and based on the evaluation of materials and construction, that it is unlikely the structure dates to c.1814. However, it does appear based on the information provided and through staff visits to the site, that the two eastern-most rooms on the building constitute the historic core of the building, regardless of their construction date. It is possible that these two rooms constitute c.1814 construction, but that cannot be determined for certain. It is certain that this is one of the remaining historic structures in Old Town. Significance of the structure is summarized in the building inventory appendix of the Old Town Preservation and Development Guidelines which notes that the house at 107 Estrada is "one of several modest earlier houses in Old Town that contribute to the town's scale. Well-placed and modest in detail,

this dwelling demonstrates placement of a small building on media peonia lots.”

Staff agrees with this earlier analysis as to the age and significance of the property. The property has sat vacant for many years and has suffered a great deal of damage from neglect. The current owner, who purchased the property in 2017, is now seeking demolition of the structure.

In 2012, several HDC cases were heard for the removal of the additions and the restoration of the core section of the home with the retention of the later front porch. The home was to serve as the accessory dwelling for a new primary dwelling that was to be constructed on the adjacent media peonia. The current owner purchased the property with the intent to complete the same plan that that the previous owner had proposed; rehabilitating the historic structure to be used as an accessory structure to a newly constructed primary structure. Upon purchasing the property, the owners sought a COA to remove the non-historic porch and siding. While doing interior demolition to remove later paneling on the walls, the extent of the damage caused by wood destroying organisms was found to be more extensive than previously believed. The owners called staff to inspect the property and discuss. Upon inspection staff found that there was a high level of termite damage that affected nearly every surface of the structure. Staff concluded that an attempt to rehab this structure would result in a reconstruction rather than a rehabilitation due to the lack of historic fabric that would remain after a rehab.

Noting that a true rehabilitation would not be possible on the property, the applicants have decided to seek demolition of the structure. The applicant has provided statements from an architect and an engineer who have evaluated the structural integrity of the building and support their assertion as to the level of work that would be required to reconstruct the structure as well as the economic feasibility.

Staff has analyzed the demolition request based on the following review criteria, per LDC 8.03.03.01 and finds the following:

1. Whether the structure or site would meet national, state, or local criteria for designation;

The structure would not meet criteria for national, state, or local criteria for designation due to its lack of historic integrity.

2. Whether the structure or site is a contributing structure or site to a locally designated or National Register historic district;

The structure would not meet the criteria for inclusion as a contributing structure to a local or National Register historic district.

3. Whether loss of the structure or site would deteriorate the quality or continuity of the historic district, or the surrounding neighborhood;

Given the structures long history at the site, scale, and proper siting on a media peonia, the loss of the structure would deteriorate the continuity of the district and surrounding neighborhood.

4. Whether the structure or site is of such design, craftsmanship, or material that it could be reproduced only with great difficulty and/or expense;

The construction techniques, such as hand hewn beams would be costly to reproduce.

5. Whether the structure or site is one of the last remaining examples of its kind in the neighborhood, county or region, or is a distinctive example of an architectural or design style which contributes to the character of the district;

The 1985 Survey states that this structure “...was originally the residence of Domingo Estacholy, a Sergeant in the Spanish militia company stationed in Fernandina. The building appears to be one of only two Colonial buildings extant in Fernandina and one of the few in the State of Florida.”

6. Whether removal of the structure or site would destroy the historic relationship between structures or open space;

Removal of the structure would leave the corner lot vacant. The owner has plans to build a new home on this media peonia and its adjoining media peonia.

7. Whether retention of the structure or site promotes the general welfare of the City by providing an opportunity for study of local history, architecture, and design, or by developing an understanding of

the importance and value of a particular culture and heritage;

The retention of the structure in its current condition does not provide an opportunity for study of local history, architecture, and design or the importance and value of a particular culture and heritage. Staff recommends that the owner consult one of the local colleges and pursue a forensic deconstruction as has been done with other properties in Old Town Fernandina. This would lead to documentation of the structure and an opportunity to study the architecture and culture through the various changes that occurred to this property.

8. Whether the applicant has made good faith efforts to pursue alternatives to demolition;

The applicant has pursued alternatives to both rehabilitate and relocate.

9. Whether the applicant will be denied a reasonable return on his or her investment;

Evidence provided indicates that the reconstruction of this property would be very costly. Given the current cost of construction, it is likely that the applicant would not see a reasonable return on their investment.

10. Whether there is economic hardship for the applicant as demonstrated by requirements in Section 8.03.06;

The owner has provided statements from an architect and engineer stating the economic feasibility of reconstructing this structure. Staff finds that they have met the requirements to demonstrate economic hardship.

11. Whether the Code Enforcement and Appeals Board has recommended demolition of the structure.

Code Enforcement has been in contact with the owner regarding the condition of the structure, but has not evaluated it to recommend demolition.

STAFF RECOMMENDATION:

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

Staff recommends:

APPROVAL of HDC 2020-23 with conditions:

1. As built drawings and other documentation be provided. Recommend contacting one of the state universities to conduct a forensic demolition of the structure and submit final report to the HDC;
2. Demolition Permit not to be released until the issuance of a building permit for new structure on parcel;
3. All materials to be salvaged or recycled.

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2020-23 **with or without** conditions;

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

That HDC case 2020-23, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Old Town Fernandina Preservation and Development Guidelines. to warrant approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1	HDC 2020-23 Application
EXHIBIT 2	Condition Assessments
EXHIBIT 3	Photos
EXHIBIT 4	Florida Master Site File 8NA00697
EXHIBIT 5	Conceptual Plans/Elevations
EXHIBIT 6	Previous Case History for 107 Estrada Street

Respectfully Submitted,



Salvatore J. Cumella
Historic Preservation Planner

Print

Historic District Council (HDC) Certificate of Approval (COA) Application - Submission #5616

Date Submitted: 7/17/2020

HISTORIC DISTRICT COUNCIL (HDC): CERTIFICATE OF APPROVAL (COA) APPLICATION

USE THIS FORM TO Apply for approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA). Projects may require either a Board-level review or a Staff-level review.

Fees

- | | |
|--|--|
| ☐ Certificate of Approval (COA): Staff Review \$20 | ☒ Demolition of a Primary Structure â€œ Contributing \$1,200 |
| ☐ Certificate of Approval (COA): Board Review - Residential \$200 | ☐ After-the-Fact Certificate of Approval (COA): Staff Review \$80 |
| ☐ Certificate of Approval (COA): Board Review - Commercial \$250 | ☐ After-the-Fact Certificate of Approval (COA): Board Review \$1,000 |
| ☐ Demolition of a Primary Structure â€œ Non-Contributing \$300 | ☐ Amendment to Previously Approved COA - First Amendment Free |

Basis for Review

All applications, whether Staff or Board review, are reviewed for consistency with the City of Fernandina Beach Comprehensive Plan, Land Development Code, and applicable guidelines such as the Downtown Historic District Design Guidelines, Old Town Fernandina Preservation and Development Guidelines, and the Community Redevelopment Area (CRA) Design Guidelines. Guidelines for the Historic Districts are based on the U.S. Secretary of the Interiorâ€™s Standards for Rehabilitation.

2020 HDC BOARD AND SUBMISSION DEADLINE CALENDAR

HDC 2020



IMPORTANT NOTES

Conceptual Approvals

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

Pre-Application Meeting

To guide you through the process and to ensure that your application is properly processed, you™ need to meet with the Preservation Planner prior to submitting your application. This should be done at least 45 days prior to your anticipated submittal date to allow time for review. Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, or zoning permit (if required).

Application Requirements

- | | |
|---|---|
| ☒ A complete/ signed application; | ☒ Photographs; |
| ☒ Proof of Ownership (copy of deed or tax statement); | ☒ Any additional backup materials, as necessary; |
| ☒ A current survey of the property, for new construction and any change to existing footprint. (no older than two years); | ☐ If applying as an agent, Owner's Authorization for Agent Representation form must be signed/ notarized and submitted as part of the application; |
| ☒ Scaled elevations & plans; | ☐ For window replacement, a Window Survey must be completed. |

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

- ☐ Historic District Overlays " see LDC Section 8.01.01
- ☐ Specific Requirements within the OT-1 and OT-2 Zoning Districts " see LDC Section 8.01.01.02
- ☐ Amelia River Waterfront Community Redevelopment Area " see LDC Section 8.01.02
- ☐ Application Process for Certificate of Approval " see LDC Section 8.03.03
- ☐ Signage in the Historic Districts and Community Redevelopment Area " see LDC Section 8.01.03
- ☐ Requirements for Demolition Applications " see LDC Section 8.03.03.01
- ☐ Appeals - see LDC Section 8.03.09

The LDC is Available for Review at

www.fbfl.us/LDC

Appeals

An applicant may appeal the HDC's decision for variances to a court of record as outlined in LDC Section 10.02.04(D). The petition shall be presented to within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

PROJECT TYPE*

Demolition

Choose all that applies.

APPROVAL TYPE*

Board Approval: Conceptual

See Certificate of Approval Matrix for details

Previously approved case

PROPERTY INFORMATION

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

Historic District*

Old Town

Site Address*

107 Estrada Street

City*

Fernandina Beach

State*

FL

Zip Code*

32034

Parcel ID #(s)*

00-00-31-1580-0002-0030

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name*

Cassidy

Last Name*

Shaw

Mailing Address*

PO Box 815

City*

Fernandina Beach

State*

FL

Zip Code*

32035

Telephone Number*

904-322-1142

E-mail Address*

cassidyshaw@gmail.com

OWNER'S AGENT

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

First Name*

Cassidy

Last Name*

Shaw

Company (if applicable)

Street Address

City

State

Zip

Telephone Number

E-mail Address

Project Description*

Upon purchasing 107 Estrada Street property in 2017, our desire was to restore the existing structure to the best possible scenario. Once doing a thorough evaluation of the structure, we discovered that the majority of the structural components are termite ridden and/or rotten. We also acquired a hefty quotation (from Hygemia House Movers and Foundation Repair) to repair the foundation. We were told there was no guarantee that the job would go smoothly as it was hard to determine if the structure would hold up once it was jacked up and all support beams were removed to be replaced. Finally, John Cotner of Cotner & Associates assessed the condition of the structure and deemed it far too damaged to rehab. Once presented with all of this unfortunate information, we have come to the conclusion there is no choice but to move forward with a COA for demolition. If approved by the HDC, we would like to dismantle the structure and save any salvageable materials to be reallocated/repurposed into future projects on site. The conceptual drawing we are presenting represents our vision of a timeless coastal home that fits the HDC criteria with materials that would be best suited for the feel of Old Town and take advantage of the beautiful river views. Side note: Sal Cumella walked the site with us in 2018 and came to the realization that the structure was in far worse shape than was originally considered. He had hopes that the City could reuse the structure for a utility/storage building but ultimately decided the cost to relocate and repair would far exceed the benefit of use. He also issued permits to remove two non- contributing additions that were added to the structure in the 80s (not original to main 1900s structure). We considered removing these areas to better assess the original historic structure, but determined it was best to leave them intact as opening them would cause more issues (compromise structural integrity of remaining components and exposing interior to environmental risk factors). Additional pictures of the condition of the structure will be emailed in a zip file to kgibson@fbfl.city Thank you for your consideration on this matter!

Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s).

MATERIALS

List all proposed materials and colors, as applicable

EXTERIOR FABRIC

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

DOORS

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

WINDOWS

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

ROOFING

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

FASCIA/TRIM

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

FOUNDATION

Manufacturer	Product Description	Color
	 Include FL Product Approval # for Windows and Doors	 (Name/Number)

SHUTTERS

Manufacturer	Product Description	Color
	 Include FL Product Approval # for Windows and Doors	 (Name/Number)

PORCH/DECK

Manufacturer	Product Description	Color
	 Include FL Product Approval # for Windows and Doors	 (Name/Number)

FENCING

Manufacturer	Product Description	Color
	 Include FL Product Approval # for Windows and Doors	 (Name/Number)

DRIVEWAYS/SIDEWALKS

Manufacturer	Product Description	Color
	 Include FL Product Approval # for Windows and Doors	 (Name/Number)

SIGNAGE

Manufacturer	Product Description	Color
	 Include FL Product Approval # for Windows and Doors	 (Name/Number)

OTHER

Manufacturer	Product Description	Color
	 Include FL Product Approval # for Windows and Doors	 (Name/Number)

Please upload supplemental documentation and all product brochures, paint color samples, etc.

Upload 1	Upload 2	Upload 3	Upload 4
Choose File No file selected	Choose File No file selected	Choose File No file selected	Choose File No file selected

Upload 5

Choose File

No file selected

Upload 6

Choose File

No file selected

Upload 7

Choose File

No file selected

Upload 8

Choose File

No file selected

Certification*



By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application.



I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.
5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).
6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.
7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.
8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.
9. I/We understand that Certificates of Approval are only valid for one (1) year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

Applicant First Name*

Cassidy

Applicant Last Name*

Shaw

Today's Date*

7/17/2020



DEPARTMENT OF PLANNING & CONSERVATION

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



OWNER'S AUTHORIZATION FOR AGENT REPRESENTATION

I /WE CASSIDY D SHAW / RONDA SHAW
(print name of property owner(s))

hereby authorize: JOHN COTNER
(print name of agent)

to represent me/us in processing an application for: 107 ESTRADA STREET - HOC
(type of application)

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

[Signature]
(Signature of owner)

(Signature of owner)

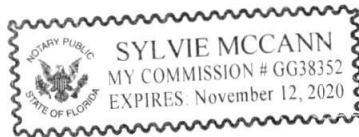
Cassidy D Shaw
(Print name of owner)

(Print name of owner)

STATE OF FLORIDA

COUNTY OF NASSAU

ss }



Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 4th day
of September, 20 20, by Cassidy Shaw.

[Signature]
Notary Public

SYLVIE MCCANN
Printed Name

11/12/2020
My Commission Expires

Personally Known ☒ OR Produced Identification ☐ ID Produced: _____

Prepared by:
Law Offices of Jacobs & Associates, P.A.
961687 Gateway Boulevard, Suite 201-I
Fernandina Beach, Florida 32034

INSTR # 201709503, Book 2110, Page 672
Pages 2
Doc Type D, Recorded 03/31/2017 at 10:32 AM,
John A Crawford, Nassau County Clerk of Circuit Court
Deed Doc. \$595.00 Rec. Fee \$18.50
#2

File Number: 201772-SHAW

Warranty Deed

THIS WARRANTY DEED made this March 30, 2017 A.D. By **ANDERSON, HOWARD & BAKER, LLC, a Florida limited liability company**, whose address is: 715 San Fernando Street, Fernandina Beach, Florida 32034, hereinafter called the grantor, to **CASSIDY D. SHAW, a married person and RONDA L. SHAW, an unmarried person, as joint tenants with the right of survivorship**, whose post office address is: P. O. Box 815, Fernandina Beach, Florida 32035, hereinafter called the grantee:

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

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

All that certain lot, piece or parcel of land situate, lying and being in the City of Fernandina Beach, (formerly named Fernandina), County of Nassau and State of Florida and being further described according to the official map or 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:

Lots 3 and 4 in Block 2 of OLD TOWN

Parcel ID Number: **00-00-31-1580-0002-0030 (parent parcel)**

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

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

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to December 31, 2016.

Prepared by:
Law Offices of Jacobs & Associates, P.A.
961687 Gateway Boulevard, Suite 201-I
Fernandina Beach, Florida 32034

File Number: 201772-SHAW

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in our presence:


Sarah F. Adams

ANDERSON, HOWARD & BAKER, LLC,
a Florida Limited Liability company

By:  (Seal)
MELINDA A. KAVANAUGH, Manager
Address: 715 San Fernando Street
Fernandina Beach, Florida 32034

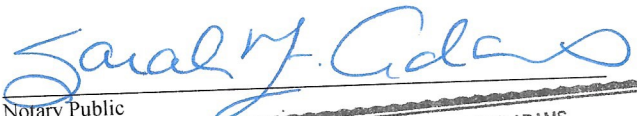
By:  (Seal)
WILLIAM H. KAVANAUGH, JR., Manager


Witness Printed Name ELIZABETH A RAWSON

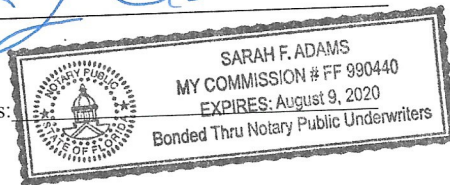
State of Florida

County of Nassau

The foregoing instrument was acknowledged before me this 30th day of March, 2017, by **Melinda A. Kavanaugh and William H. Kavanaugh, Jr., Managers of ANDERSON, HOWARD & BAKER, LLC, a Florida limited liability company**, who have produced FL Drivers License as identification.


Notary Public

My Commission Expires:



Cotner Associates, Inc.

A r c h i t e c t s

September 4, 2018

Cassidy D and Ronda L. Shaw
P.O. Box 815
Fernandina Beach, FL 32035

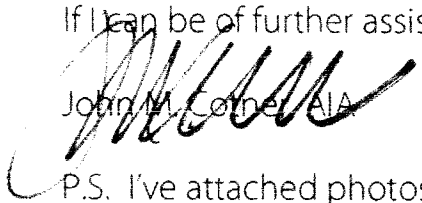
Re: 107 Estrada Street, Old Town
Fernandina Beach, FL

Dear Cassidy and Ronda,

Having visited your property at 107 Estrada Street, I can see very little opportunity for salvage, let alone restoration. The neglect and subsequent decay have left this structure beyond repair. I'd suggest you dismantle wood and brick elements in reasonable condition for repurposing within a new structure on this site.

Unfortunately, demolition is the only option I see here as even moving would be impossible as the structure would crumble due to decay and the series of poorly constructed additions evident from years past.

If I can be of further assistance, please advise.


John M. Cotner, AIA

P.S. I've attached photos for substantiation and your use.

August 10, 2020

Cassidy Shaw
cassidyshaw@gmail.com

**RE: Structural Evaluation of Residence at 107 Estrada Street
Fernandina Beach, FL**

Dear Mrs. Shaw,

Pi-Tech has completed a visual inspection and structural condition assessment of the property located at 107 Estrada Street in the historic Old Town district of Fernandina Beach, FL. The purpose of this evaluation was to provide an opinion as to the feasibility of renovations to the subject residence. The structure consists of a single-story wood-framed home located at the corner of Estrada and Garden Streets. The original structure was constructed in the early 1900s according to property records, with a small addition having been installed along the south and west sometime later. The primary structural systems consist of a conventional wood framed roof supported by wood stud walls built on top of the wood-framed floor system. The floor consists of wood plank decking over rough-sawn wood joists supported above a low crawl space by a series of timber beams on masonry piers and shallow spread footings.



Figure 1 – Home at 107 Estrada Street.

The accessible portions of the structure were visually inspected for signs of deterioration and decay. The home exhibits severe and extensive moisture and termite related deterioration in the wood framing elements below the main roof. While many of the existing rafters and ceiling

joists in the original home appear to remain in sound condition above the ceiling, the majority of the wall and floor framing members below the ceiling are severely compromised. Wall studs exhibit severe deterioration due to termite and moisture damage throughout the home, and the primary floor framing members are also in very poor condition, with widespread instances of outright failure observed. It is our opinion that virtually all of the main floor framing members, and all interior and exterior stud walls in the subject home, would require complete replacement to ensure continued structural stability. In addition to the deterioration of original framing systems, the wall and roof framing used to construct the additions on the south and west of the original home do not meet current building code requirements for load resistance, and would require replacement or reinforcement to allow continued occupancy.

Finally, it appears that many of the original clay brick masonry piers below the main floor in the crawl space have been replaced by newer concrete masonry unit (CMU) piers due to severe deterioration. Many of the remaining piers exhibit severe rotation and other obvious signs of settlement. It is our opinion that an entirely new foundation system is required to ensure continued stability.

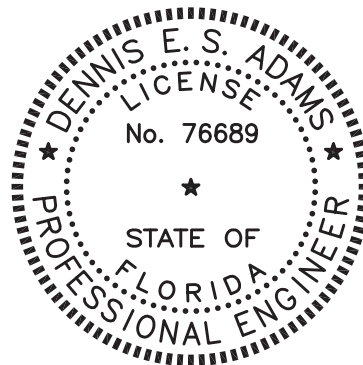
Based on the current condition of the structure and the widespread nature of the deterioration observed in primary structural elements, it is our professional opinion that repair of the existing residence is not feasible, and that outright replacement is warranted. Please contact us with any questions regarding this matter.

Sincerely,

Pi-Tech, Inc.
FL COA #29606



Dennis E. S. Adams, P.E.
FL License #76689



THIS PDF DOCUMENT HAS BEEN ELECTRONICALLY
SIGNED AND SEALED USING DIGITAL SIGNATURES.
DIGITAL SIGNATURES CAN ONLY BE AUTHENTICATED BY
CLICKING ON THE NAME OF THE PROFESSIONAL IN
THE ATTACHED SIGNATURE. PRINTED COPIES OF THIS
DOCUMENT ARE NOT CONSIDERED SIGNED AND
SEALED, AND CANNOT BE RELIED UPON AS SUCH.































































SEE SITE FILE STAFF FOR
ORIGINAL PHOTO(S) OR MAP(S)

FLORIDA MASTER SITE FILE
Site inventory Form

SITE NO. 8 NA 687

SITE NAME: ¹⁰⁹ ~~108~~ Estrada St.
ADDRESS OF SITE: ¹⁰⁹ ~~108~~ Estrada St.
INSTRUCTION FOR LOCATING:

SURVEY DATE: 09/30/85

LOCATION: City of Fernandina Beach 17 1
Subdivision Name Block No. Lot No.

COUNTY:

DISTRICT NAME IF APPLICABLE: Fernandina Beach Historic

OWNER OF SITE: NAME:

ADDRESS:

ADDRESS:

TYPE OF OWNERSHIP:

RECORDING DATE: / /

RECORDER: NAME & TITLE: Historic Property Associates, Inc.

ADDRESS: P. O. Box 1002

St. Augustine, FL 32084

CONDITION OF SITE: INTEGRITY OF SITE:
Check One Check one or more

EXCELLENT

x

ALTERED

GOOD

UNALTERED

FAIR

ORIGINAL SITE

x DETERIORATED

RESTORED: / /

MOVED: / /

ORIGINAL USE pvt.residence

PRESENT USE vacant

DATES pre-1926

CULTURE/PHASE American

PERIOD: 20th Century

NR CLASSIFICATION CATEGORY: building

DATE LISTED ON NR: / /

THREATS TO SITE: Check one or more

ZONING

TRANSPORTATION

DEVELOPMENT

FILL

x DETERIORATION

DREDGE

BORROWING

OTHER (See Remarks Below)

AREAS OF SIGNIFICANCE: architecture

SIGNIFICANCE

See Continuation Sheet

RECORD NUMBER

473

ARCHITECT:

BUILDER:

STYLE AND/OR PERIOD: frame vernacular

PLAN TYPE: square

EXTERIOR FABRIC(S): wood: weatherboard

STRUCTURAL SYSTEM(S): wood frame: balloon

PORCHES: W/1-story veranda, 3-bay, access center; hip roof

ORIENTATION: W

FOUNDATION: piers: brick

ROOF TYPE: gable

SECONDARY ROOF STRUCTURE(S):

CHIMNEY LOCATION: N: offset: ridge

WINDOW TYPE: DHS, 3/1, wood #French

CHIMNEY:

ROOF SURFACING: metal, sheet: 5-Vcrimp

ORNAMENT EXTERIOR:

NO. OF CHIMNEYS 1

NO. OF STORIES 1

NO. OF DORMERS: 0

OUTBUILDINGS:

SURROUNDINGS:

SITE SIZE (approx. acreage) LT1

TOWNSHIP	RANGE	SECTION
3N	28E	22

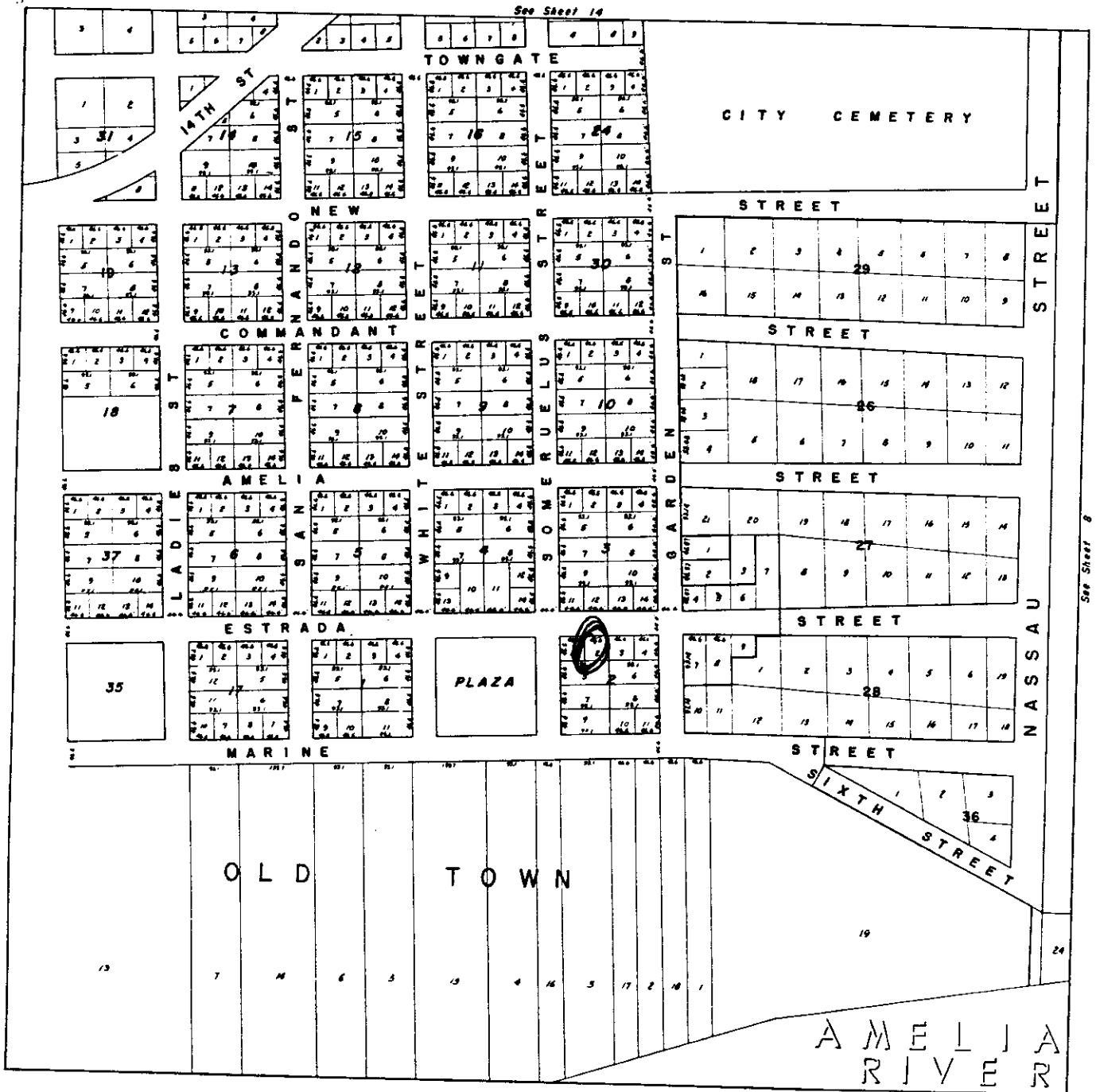
UTM ZONE	UTM EASTING	UTM NORTH
----------	-------------	-----------

PHOTOGRAPHIC RECORDS NUMBERS:

CONTINUATION SHEET:

109 Estrada St., is located within a historic land division known as Old Town or the original town of Fernandina. Old Town was layed out in 1811 by the Spanish surveyor George I. F. Clarke. Old Town, along with St. Augustine and Pensacola, is one of only three Spanish towns in Florida and is the only one for which the original graphic plan of the town remains.

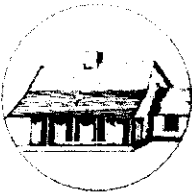
Constructed c. 1814, it was originally the residence of Domingo Estacholy, a Sergeant in the Spanish militia company stationed in Fernandina. The building appears to be one of only two Colonial building extant in Fernandina and one of the few in the state of Florida.



HUNNICUTT & ASSOCIATES
MAPPING DIVISION
JOE W. ARNOLD, II ASSOCIATE

CITY OF
FERNANDINA BEACH, FLA.
SHEET NO 7
DATE: FEB. 14, 1954
SCALE: 1" = 100'

☐ Original
☒ Update



HISTORICAL STRUCTURE FORM

FLORIDA MASTER SITE FILE

Version 4.0 1/07

Site #8 **NA00687**
 Field Date 3-13-2018
 Form Date 3-13-2018
 Recorder # _____

Shaded Fields represent the minimum acceptable level of documentation.
 Consult the *Guide to Historical Structure Forms* for detailed instructions.

Site Name(s) (address if none) 107 Estrada St. (109 Estrada St.) Multiple Listing (DHR only) _____
 Survey Project Name Fernandina Beach Historic Resource Survey Update Survey # (DHR only) _____
 National Register Category (please check one) ☒ building ☐ structure ☐ district ☐ site ☐ object
 Ownership: ☐ private-profit ☐ private-nonprofit ☒ private-individual ☐ private-nonspecific ☐ city ☐ county ☐ state ☐ federal ☐ Native American ☐ foreign ☐ unknown

LOCATION & MAPPING

Address: 107 Street Number Direction Street Name Estrada Street Type Street Suffix Direction _____
 Cross Streets (nearest / between) _____
 USGS 7.5 Map Name FERNANDINA BEACH USGS Date _____ Plat or Other Map _____
 City / Town (within 3 miles) Fernandina Beach In City Limits? ☒ yes ☐ no ☐ unknown County Nassau
 Township 3N Range 28E Section 14 ¼ section: ☐ NW ☐ SW ☐ SE ☐ NE Irregular-name: _____
 Tax Parcel # 00-00-31-1580-0002-0030 Landgrant _____
 Subdivision Name _____ Block _____ Lot _____
 UTM Coordinates: Zone ☐ 16 ☐ 17 Easting ☐ ☐ ☐ ☐ ☐ ☐ Northing ☐ ☐ ☐ ☐ ☐ ☐
 Other Coordinates: X: _____ Y: _____ Coordinate System & Datum _____
 Name of Public Tract (e.g., park) _____

HISTORY

Construction Year: 1919 ☒ approximately ☐ year listed or earlier ☐ year listed or later
 Original Use Private Residence (House/Cottage/Cabin) From (year): _____ To (year): _____
 Current Use Abandoned/Vacant From (year): _____ To (year): _____
 Other Use _____ From (year): _____ To (year): _____
 Moves: ☐ yes ☒ no ☐ unknown Date: _____ Original address _____
 Alterations: ☒ yes ☐ no ☐ unknown Date: _____ Nature Facade; siding; windows
 Additions: ☒ yes ☐ no ☐ unknown Date: _____ Nature S/W shed extensions
 Architect (last name first): _____ Builder (last name first): _____
 Ownership History (especially original owner, dates, profession, etc.) _____

Is the Resource Affected by a Local Preservation Ordinance? ☒ yes ☐ no ☐ unknown Describe Old Town historic district

DESCRIPTION

Style Frame Vernacular Exterior Plan Rectangular Number of Stories 1
 Exterior Fabric(s) 1. Vinyl 2. Wood/Plywood 3. Drop siding
 Roof Type(s) 1. Gable 2. _____ 3. _____
 Roof Material(s) 1. Sheet metal: 5V crimp 2. _____ 3. _____
 Roof secondary strucs. (dormers etc.) 1. _____ 2. _____
 Windows (types, materials, etc.) 2/2 dhs, horizontal

Distinguishing Architectural Features (exterior or interior ornaments) Original saddle bag form w central chimney, altered by change of entry location; full facade porch w decoration

Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.) _____

DHR USE ONLY		OFFICIAL EVALUATION		DHR USE ONLY	
NR List Date	SHPO – Appears to meet criteria for NR listing: ☐ yes ☐ no ☐ insufficient info	Date		Init.	
☐ Owner Objection	KEEPER – Determined eligible: ☐ yes ☐ no	Date			
	NR Criteria for Evaluation: ☐ a ☐ b ☐ c ☐ d (see <i>National Register Bulletin 15</i> , p. 2)				

DESCRIPTION (continued)

Chimney: No. 1 Chimney Material(s): 1. Brick 2. _____
 Structural System(s): 1. Wood frame 2. _____ 3. _____
 Foundation Type(s): 1. Piers 2. _____
 Foundation Material(s): 1. Brick 2. Concrete Block
 Main Entrance (stylistic details) Laminate wood door within addition

Porch Descriptions (types, locations, roof types, etc.) Front facade/E, full facade, open, shed, turned supports, stick railing

Condition (overall resource condition): ☐ excellent ☐ good ☐ fair ☒ deteriorated ☐ ruinous

Narrative Description of Resource _____

Archaeological Remains _____ ☐ Check if Archaeological Form Completed

RESEARCH METHODS (check all that apply)

☒ FMSF record search (sites/surveys) ☒ library research ☐ building permits ☒ Sanborn maps
☐ FL State Archives/photo collection ☐ city directory ☐ occupant/owner interview ☒ plat maps
☐ property appraiser / tax records ☒ newspaper files ☐ neighbor interview ☐ Public Lands Survey (DEP)
☒ cultural resource survey (CRAS) ☒ historic photos ☐ interior inspection ☒ HABS/HAER record search
☐ other methods (describe) _____

Bibliographic References (give FMSF manuscript # if relevant, use continuation sheet if needed) _____

OPINION OF RESOURCE SIGNIFICANCE

Appears to meet the criteria for National Register listing individually? ☐ yes ☒ no ☐ insufficient information

Appears to meet the criteria for National Register listing as part of a district? ☐ yes ☒ no ☐ insufficient information

Explanation of Evaluation (required, whether significant or not; use separate sheet if needed) This is an update-the building has been heavily altered.

Area(s) of Historical Significance (see *National Register Bulletin 15*, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.)

1. _____ 3. _____ 5. _____
 2. _____ 4. _____ 6. _____

DOCUMENTATION

Accessible Documentation Not Filed with the Site File - including field notes, analysis notes, photos, plans and other important documents

1) Document type _____ Maintaining organization _____
 Document description _____ File or accession #'s _____
 2) Document type _____ Maintaining organization _____
 Document description _____ File or accession #'s _____

RECORDER INFORMATION

Recorder Name Sheldon Owens Affiliation Brockington and Assoc. Inc.
 Recorder Contact Information 498 Wando Park Blvd. Suite 700, Mt. Pleasant SC 29464; 843-881-3128
 (address / phone / fax / e-mail)

Required Attachments

● **USGS 7.5' MAP WITH STRUCTURE LOCATION PINPOINTED IN RED**

● **LARGE SCALE STREET, PLAT OR PARCEL MAP** (available from most property appraiser web sites)

● **PHOTO OF MAIN FACADE, ARCHIVAL B&W PRINT OR DIGITAL IMAGE FILE**

If submitting an image file, it must be included on disk or CD **AND** in hard copy format (plain paper is acceptable).
 Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.



Brockington
CULTURAL RESOURCES CONSULTING

Fernandina Beach
Survey Update 2018

○ Historic Resource

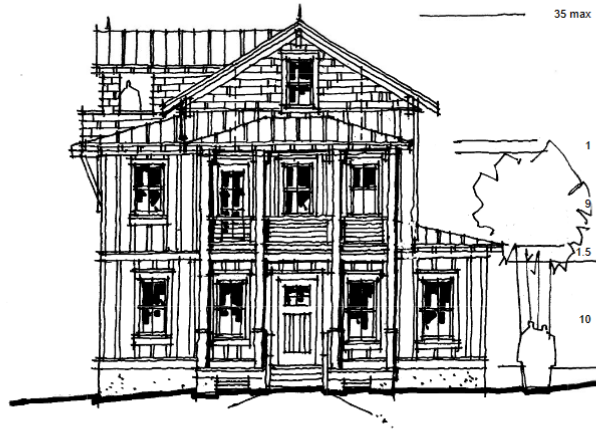
0 50 100 Feet

* All numbers start with NA****.





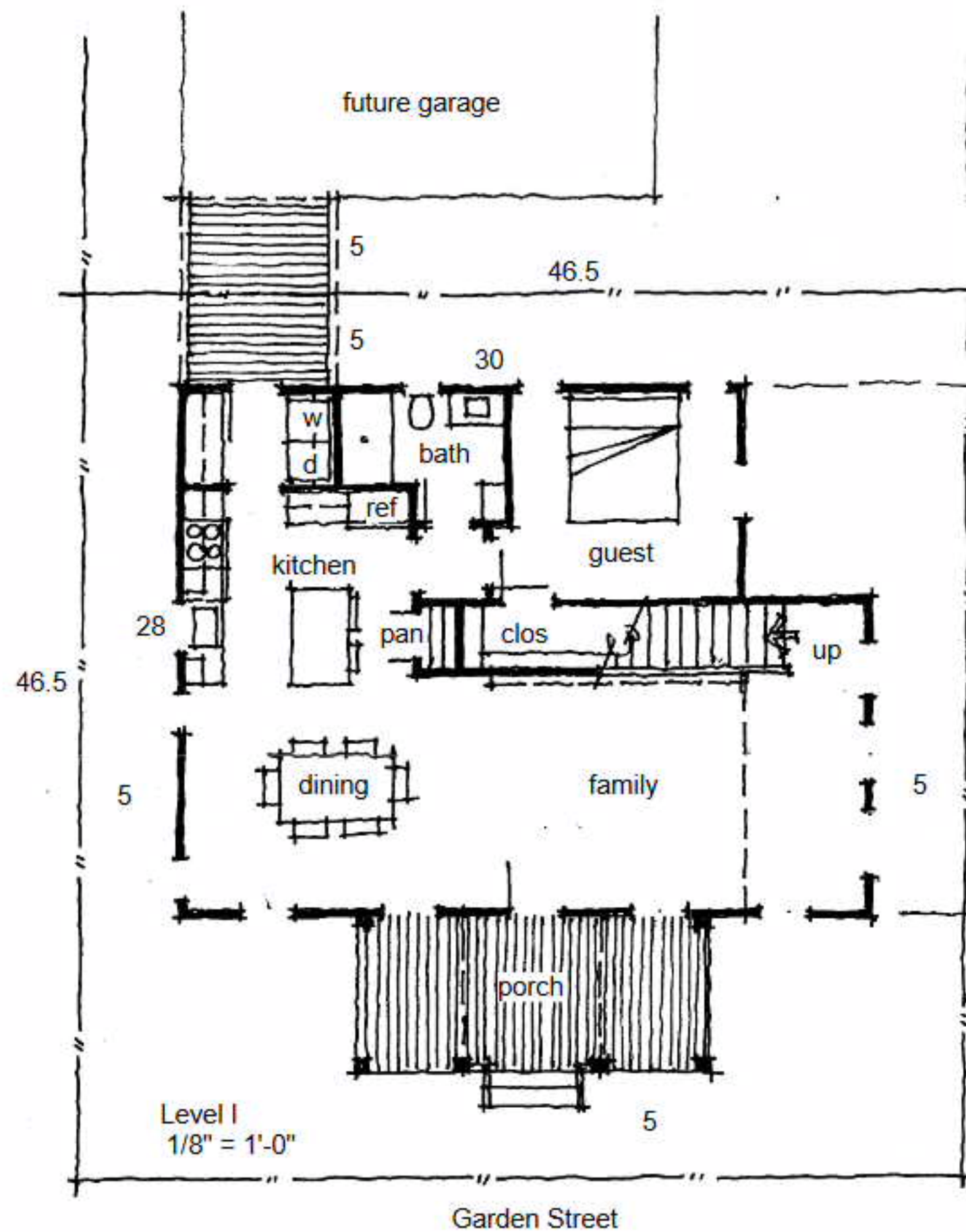




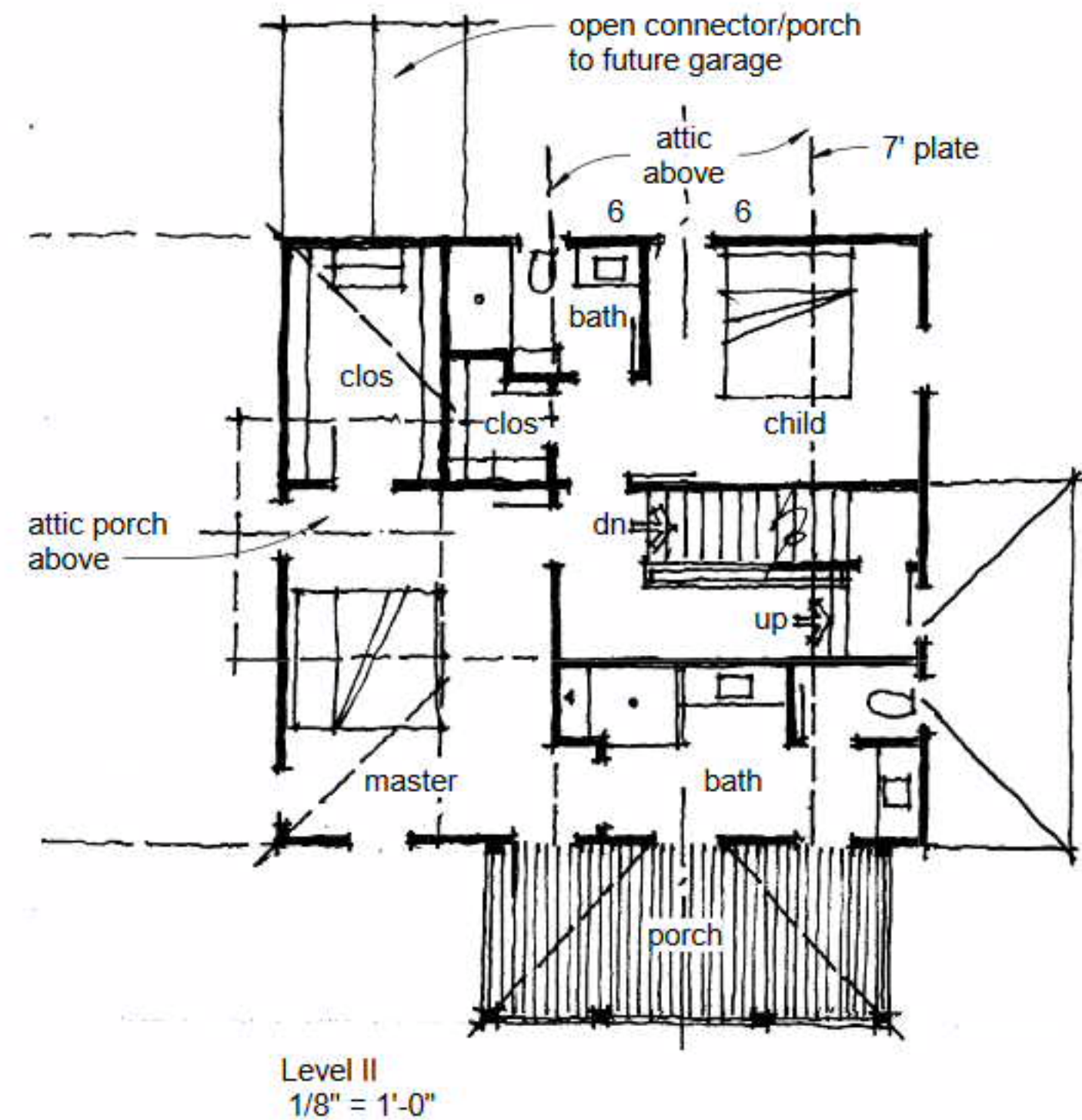
Garden Street Elevation
1/8" = 1'-0"

Shaw-Bryant Residence
Garden & Estrada Streets
Old Town - Fernandina Beach - Florida

Cotner Associates Inc., Architects
07-10-2020



Estrada Street



Shaw-Bryant Residence **Garden & Estrada Streets** **Old Town - Fernandina Beach - Florida**



Cotner Associates Inc., Architects
 07-10-2020

APPROVED

Historic District Council Minutes
Regular Meeting
June 21, 2012
Page 1 of 7

MINUTES

I. Call to Order

Chair Cascone called the meeting to order at 5:07 p.m.

Ms. Burke reported that it was brought to staff's attention this afternoon that there was a potential discrepancy with the mailed notices. She explained that to make sure everyone gets proper notice staff was recommending continuing items 4.1, 4.2, 4.4, and 4.5 until a date certain in able to properly post notice. She pointed out that if the HDC wanted a Special Meeting it could be held July 5th, 9th, or 10th. The next regular meeting would be July 19th. St. Michael's Church would be available for July 9th; Cambridge South and Ms. Cormier also would be available for July 9th.

II. Roll Call/Determination of Quorum

Council Members Present

Jennifer King-Cascone, Chair
Suanne Thamm
Jose Miranda (alternate)

Chris Rasch, Vice-Chair
Bruce Meger
George Sheffield (alternate)

Council Members Absent

Nancy Freeman (resigned)

Others Present

Tammi Bach, City Attorney
Adrienne Burke, City Planner
Jessica Williams, Recording Secretary

Member Sheffield was seated as a voting member for this meeting due to the resignation of Member Freeman. There were no ex parte communications to be disclosed for HDC case 2012-21. City Attorney Bach briefly explained the procedures for the quasi-judicial proceedings. Recording Secretary Williams administered the oath to those parties that were about to present testimony.

III. Approval of Minutes

According to the agenda supporting documents the Minutes of the May 17, 2012 Regular Meeting were presented for approval. **A motion was made by Member Thamm, seconded by Member Rasch, to approve the Minutes as presented. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

IV. New Business

Variance

4.1 CAMBRIDGE SOUTH/DON SHAW, 520 CENTRE STREET (HDC 2012-22), VARIANCE REQUESTED FROM LAND DEVELOPMENT CODE SECTION 5.01.10 REGARDING FENCE HEIGHT. (*Quasi-Judicial*)

A motion was made by Member Thamm, seconded by Member Rasch, to continue HDC 2012-22 to the HDC Special Meeting to be held on July 9th. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

4.2 ST. MICHAEL'S CHURCH, 225 N. 4TH STREET (HDC 2012-24), VARIANCE REQUESTED FROM LAND DEVELOPMENT CODE SECTION 4.02.03 REGARDING FRONT YARD SETBACKS. (*Quasi-Judicial*)

A motion was made by Member Thamm, seconded by Member Sheffield, to continue HDC 2012-24 to the HDC Special Meeting scheduled for July 9th. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

Certificate of Appropriateness

4.3 HARDEE AND LINDY KAVANAUGH, 107 ESTRADA STREET (HDC 2012-21), DEMOLITION OF WEST AND SOUTH ADDITIONS AND RESTORATION OF ORIGINAL HISTORIC STRUCTURE, AND CONCEPTUAL APPROVAL FOR NEW PRIMARY STRUCTURE TO SOUTH OF HISTORIC STRUCTURE. (*Quasi-Judicial*)

Ms. Burke reported that the application materials and background information from the agenda packets were included as part of the record. She provided details of the request as contained in the agenda supporting documents. She pointed out that she broke this up into two parts: 1) dealing with the rehabilitation of the existing structure on lot 3; and 2) conceptual approval of the new construction on lot 4. She explained that the existing structure is proposed to be an accessory dwelling to the new construction once completed. She stated that if the rehabilitation of the existing structures results in a building footprint that is over 500 square feet, when the applicant comes in for final approval for the new construction they would have to submit a variance request. She provided further clarification of the proposed rehabilitation that included removal of additions to the south and west elevations of the structure as well as the three foot wide porch on the east elevation. She pointed out that this is one of the remaining historic structures in Old Town and research found a lot of information about the age of this structure including that the 1985 survey listed this property as circa 1814. She explained that the property appraiser lists a construction date of 1910, while the Sanborn maps show a structure with a similar footprint in 1903 and 1909. She stated that based on evidence found it was unlikely that the structure was 1814 as the 1985 survey says. She commented that while visiting the site that the two eastern most rooms proposed to be rehabilitated are the historic core of the structure. She referred to the proposed building materials and the standards that applied, and presented details from her staff report and the findings. She explained the reason for her recommendations and the condition of the structure. She pointed out that there were seven points recommended for the rehabilitation including a request for more information. She stated that the conceptual new construction appears compatible with the standards and the guidelines. She explained that utilizing some of the east porch in the new building would violate standard #3 so by retaining the porch on the historic structure would solve the issue for both buildings. She recommended

incorporating a raised foundation or at least the appearance of a raised foundation. She stated that for final approval the City would need more detailed drawings. She recommended continuing the rehabilitation portion of the case to July 19th and conceptually approving the new construction.

Mr. Hardee Kavanaugh, 705 San Fernando Street, applicant, commented that he believed there was a picture of the area from what used to be the Pilot Tower in Old Town and the porch used to encroach well into the right-of-way. He stated now it was cut back to 3 feet and it really isn't a functional porch. He pointed out that it would require a variance to extend it further than what the guidelines presently permit into the right-of-way or towards the lot line. He commented that right now it ends about 2.5 feet from the lot line. He explained to actually make it functional you would have to go to a zero lot line in that area. Member Thamm stated that according to pictures the porch on the east elevation the supports look to be very new. Mr. Kavanaugh explained that there is no indication of a doorway along the east side of the house from the inside of the house. Member Thamm commented that she would like to see the balustrade retained, because it is a character defining feature but she is also a supporter of functionality. There was some discussion about the current condition the structure and the plans to save the rooms that were still salvageable.

Member Meger noted that there is one structure on this property and that the plan was to remove parts of it on three sides. He stated that then they would create a new main house adjacent to, but separate from the current structure. He commented that the new structure would be larger and the primary residence and this would become a guest residence. Mr. Kavanaugh clarified that it would be a cottage without a kitchen. Member Meger noted that the idea was to remove the additions and go back to the core of the structure to save the original rooms. It was noted that part of the structure was unsalvageable.

Member Meger questioned where the controversy is and what the issue was. Member Thamm pointed out that there are character defining elements. Mr. Kavanaugh explained that to save the porch and make it functional it would have to be brought out to the zero lot line. He pointed out that one of the windows would have to be made into a door on the east side of the structure. The HDC had further discussion about the porch with the applicant noting that staff was trying to save the applicant from having to apply for a variance by retaining what it there.

Member Thamm inquired if Mr. Kavanaugh felt confident that the structure would withstand the proposed work or would this be something that once they start pulling things apart that it doesn't make sense economically or structurally that they'd be replacing the building. Mr. Kavanaugh replied that it doesn't make sense economically, because that is what his contractor has said. He stated that he was trying to save the core of this structure and build a new structure. There was further discussion about the porch including that it was the only character defining element that is left on the structure.

Ms. Burke presented a survey from 1968 and the porch was 6 feet deep and across the property line. Mr. Kavanaugh pointed out that the columns don't match. Chair Cascone inquired if Mr. Kavanaugh was opposed to having some type of porch. Mr. Kavanaugh replied no if it is functional. Member Miranda stated the porch shows less historic significance as the 1968 survey shows a larger porch and therefore the porch was adjusted post 1968. He commented that he would have less issue with it being removed, because this structure is going to serve as an outbuilding for a new construction project. Ms. Burke clarified that she recommended retaining the porch despite reduced functionality was because a variance is not a guaranteed application. There was further discussion and deliberation about the porch on the east elevation. It was noted that staff recommended continuing this due to a few unanswered questions.

The HDC inquired about the proposed new construction. Ms. Burke pointed out that she mentioned incorporating a raised foundation or the appearance of a raised foundation. She also mentioned the need to know what the materials are for final approval. Member Miranda commented that the he still felt the loss of that porch the way it was currently built wasn't a significant loss given the fact that it was a later addition. He agreed with staff that the materials shouldn't be reused on the new construction. Member Thamm inquired how Mr. Kavanaugh felt about a raised open foundation. Mr. Kavanaugh replied that he would do it on pillars. Ms. Burke pointed out that you can mimic the appearance of a raised foundation.

The public hearing was opened at this time.

Recording Secretary Williams administered the oath to the party that was about to present testimony. Mr. Ron Machado, 314 New Street, expressed his support and pointed out that he can relate to the process Mr. Kavanaugh was going through. He commented that there are five foot setbacks because they are small lots and it is tight.

The public hearing was closed at this time.

The HDC considered whether to continue the rehabilitation of the structure. Mr. Kavanaugh requested the July 19, 2012 Regular Meeting. **A motion was made by Member Thamm, seconded by Member Rasch, to continue HDC 2012-21 with respect to the rehabilitation of the existing structure to the July 19, 2012 HDC meeting to obtain more information from the applicant regarding the rehabilitation plans and allow for revisions. Vote upon passage of the motion was taken by ayes and nays, and being all ayes, carried.**

After a brief discussion about the conceptual approval, **a motion was made by Member Thamm, seconded by Member Rasch, to conceptually approve HDC 2012-21 as to construction of a new primary structure subject to staff conditions; and that the HDC make the following findings of fact and conclusions of law part of the record that HDC 2012-21 as presented is substantially compliant with the Land Development Code, the Old Town Preservation and Development Guidelines, and the Secretary of Interior Standards to warrant conceptual approval at this time. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

4.4 ST. MICHAEL'S CHURCH, 225 N. 4TH STREET (HDC 2012-25),
1) DEMOLITION OF EXISTING PARISH HALL BUILDING, AND
2) CONSTRUCTION OF NEW 7200 SQUARE FOOT PARISH HALL.
(Quasi-Judicial)

A motion was made by Member Rasch, seconded by Member Meger, to continue HDC 2012-25 to the HDC Special Meeting scheduled for July 9th. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

4.5 HEIDI CORMIER, 229 S. 8TH STREET (HDC 2012-23), DEMOLITION OF CARPORT, ADDITION OF PORCH AND RAMP TO SOUTH ELEVATION, AND INSTALLATION OF FENCE ALONG WEST PROPERTY LINE. *(Quasi-Judicial)*

A motion was made by Member Thamm, seconded by Member Rasch, to continue HDC 2012-23 to the HDC Special Meeting scheduled for July 9th. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

V. Staff Approved Certificates of Appropriateness (informational)

- 5.1 JOHN & ALMA PRUITT, 221 SOUTH 6TH STREET (HDC SA 2012-36), GARAGE RENOVATIONS WITHIN EXISTING FOOTPRINT – EXTERIOR MODIFICATIONS TO INCLUDE HORIZONTAL WOOD LAPPED SIDING TO MATCH EXISTING (SAME PAINT COLOR AS EXISTING), REPLACEMENT OF GARAGE DOOR WITH NEW WINDOWS AND RELOCATION OF EXISTING ENTRY DOOR, REPLACEMENT OF WINDOWS ON NORTH AND WEST SIDES.**
- 5.2 TIMOTHY POYNTER, 21 NORTH 3RD STREET (HDC SA 2012-37), INSTALL HANGING SIGN FOR “TIMOTI’S FRY SHAK”, SIGN WILL BE 3’ X 4’ IN SIZE AND CONSTRUCTED OF WOOD AND METAL.**
- 5.3 CITY OF FERNANDINA BEACH, RIGHT OF WAYS LOCATED AT 406 & 218 ASH STREET (HDC SA 2012-38), REPLACE 60’ OF BROKEN SIDEWALK AT 406 ASH STREET & 50’ OF SIDEWALK AT 218 ASH STREET.**
- 5.4 BILLY G. ROWLAND, 302 SOUTH 7TH STREET (HDC SA 2012-39), REPAIR & REPLACE ROTTEN WOOD ON FRONT PORCH STEPS – BOARD FOR BOARD. TO BE PAINTED SAME COLOR TO MATCH EXISTING.**
- 5.5 BARBARA C. HILL, 316 CENTRE STREET (HDC SA 2012-40), INSTALL 12 SQ. FT. HANGING WOOD SIGN – TO BE INSTALLED ON EXISTING BRACKET.**
- 5.6 ISLAND TIME YOGURT C/O CANDACE FASANO, 306 CENTRE STREET (HDC SA 2012-41), PLACEMENT OF 2 TABLES & 4 CHAIRS IN RIGHT OF WAY.**
- 5.7 DEBRA WINTER, 204 SOUTH 6TH STREET (HDC SA 2012-42), REPLACE EXISTING FENCE WITH NEW WOOD FENCE LEFT NATURAL IN COLOR. TO INCLUDE INSTALLATION OF A GATE BETWEEN GARAGE AND HOUSE ON NORTH SIDE.**
- 5.8 EUNICE SHERWOOD, 710 BEECH STREET (HDC SA 2012-43), TEMPORARY POD PLACEMENT IN DRIVEWAY TO LEFT OF HOUSE FROM MAY 14 THROUGH MAY 17, 2012. (ALLOWABLE INITIAL TWO WEEK PERIOD IS MAY 14 TO MAY 28, 2012.)**
- 5.9 DANIEL ROACH & ASHLEY QUINLAN, 219 SOUTH 6TH STREET (HDC SA 2012-44), REROOF OF STRUCTURE USING ARCHITECTURAL SHINGLE TO MATCH EXISTING.**
- 5.10 CYNTHIA ALRED, 807 WHITE STREET (HDC SA 2012-45), FOR INSTALLATION OF 4’ WOOD PICKET FENCE AT EAST, WEST AND NORTH SIDES OF PRIMARY STRUCTURE. TWO ENTRY GATES WITH ARBORS TO BE PLACED ALONG NORTH FENCE LINE.**
- 5.11 JACOB MICHAELIS C/O LINDY & HARDEE KAVANAUGH, 107 ESTRADA STREET (HDC SA 2012-46), REMOVAL OF EXISTING VINYL SIDING ON WEST AND SOUTH NON-HISTORIC ADDITIONS OF STRUCTURE, AND SELECTIVE REMOVAL ON HISTORIC PORTION OF STRUCTURE TO DETERMINE FABRIC UNDERNEATH. OVERALL PROPOSED RESTORATION TO STRUCTURE TO BE HEARD AT JUNE 21, 2012 HDC MEETING.**
- 5.12 SAMMY SAYLER, 12 SOUTH 3RD STREET (HDC SA 2012-47), REPLACEMENT OF PORCH FLOOR BOARDS TO MATCH EXISTING (WOOD FOR WOOD, GRAY PAINT).**
- 5.13 LOU GOLDMAN, 23 SOUTH 6TH STREET (HDC SA 2012-48), PAINTING OF NEW STRUCTURE (HDC 2011-35) IN STONINGTON GRAY, TEMPTATION & WHITE.**
- 5.14 BILL & PAT GASS, 801 WHITE STREET (HDC SA 2012-49), REPLACEMENT OF ROTTEN SIDING WITH HARDIE BOARD SIDING ON NON-HISTORIC ACCESSORY STRUCTURE.**

- 5.15 **ELIZABETH TANIS, 129 N. 4TH STREET (HDC SA 2012-50), FOR ONE YEAR EXTENSION OF HDC 2011-20 (JULY 28, 2012 TO JULY 28, 2013).**
- 5.16 **DOROTHY ROGERS C/O CURTISS LASSERE, 326 SOUTH 6TH STREET (HDC SA 2012-51), REPAINTING OF STRUCTURE IN HEAVY CREAM, SAFARI AND GREEN TEA LEAF AND REPLACEMENT OF ROTTEN SIDING WITH WOOD TO MATCH EXISTING.**
- 5.17 **AMELIA HARBOR VIEW, LLC., C/O ROBERT RAMSHAW, SOUTH 2ND STREET (HDC SA 2012-52), FOR INSTALLATION OF 4' WHITE WOOD PICKET FENCE ON PARCELS 00-00-31-1800-0269-0040 AND 00-00-31-1800-0269-0050.**
- 5.18 **CSX TRANSPORTATION, 6737 SOUTHPOINT DRIVE (HDC SA 2012-53), FOR DEMOLITION OF PIER ON PROPERTY (00-00-31-1820-0015-0000) TO INCLUDE REMOVAL OF DEBRIS.**
- 5.19 **STUART SAVEDOFF, 937 OCEAN AVENUE (HDC SA 2012-54), REPLACING APPROXIMATELY 12 FEET OF ROTTEN WOOD SOFFIT AND FASCIA AT 131 SOUTH 2ND STREET.**

There were no questions about the Staff Approved Certificates of Appropriateness.

VI. Requests from the audience to be heard on items not on the agenda. There were no requests from the audience to be heard.

VII. Council Business

7.1 DISCUSS TEMPORARY ART LOCATIONS IN HISTORIC DISTRICTS PER PUBLIC ART ORDINANCE – Ms. Burke explained that this was an effort between staff and Arts and Culture Nassau after the City received many inquiries for different public art projects (i.e. Shrimp statues). She reminded the HDC that the City lacked a process for addressing public art. She pointed out that now there is a public art process being started as part of the Public Art Ordinance. She recommended that this board does not need to be part of the process of public temporary art (anything less than 1 year), unless it is a permanent installation. She asked for input from the board with regard to locations for temporary art. She presented a map to show the proposed locations of the displays, which was also included in the packet. Locations were in Old Town as well as downtown. The HDC discussed these areas and the possibility of permanent art and the process. **A motion made by Member Thamm, seconded by Member Rasch, to authorize staff to bring this list of proposed locations forward to the Arts and Culture organization. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

7.2 BOARD REPORTS – There were no board reports at this time.

VIII. Staff Reports – Ms. Burke briefly introduced the interns. She reminded the HDC of the July 9th Special Meeting. She pointed out that the July 31st joint meeting with the Planning Advisory Board and the Board of Adjustment will now be a Work Session, and a more formal meeting will be scheduled at a later date. Member Meger commented that he met with the City Attorney and suggested that there be advance work done before the meeting. Ms. Burke explained that staff has done some work and she would resend the information related to the HDC. She noted that there were also issues that needed to be discussed citywide. Member Meger stated that there were other issues raised while talking with the City Attorney. Ms. Burke reported information would be provided in advance of the meeting. She stated that the next grant application was due next Friday for the Old Town project and the City was awarded the design guideline grant (work starts July 1st). She announced that Ms. Freeman was moving to Gainesville

and was resigning from the HDC. Member Miranda questioned if the alternates were automatically considered for one of the seats. Ms. Burke explained that the first alternate would move up. There was a brief discussion about the process for considering new applicants for the HDC. It was noted that elections for Chair and Vice-Chair would be held in August.

There was a brief discussion about the quorum requirements for a variance case. Member Miranda reported that he would not be here July 19th and neither would Member Rasch.

IX. Adjournment - There being no further business to come before the Historic District Council, the meeting was adjourned at 6:26 pm.


Jennifer King-Cascone, Chair


Chris Rasch, Vice Chair



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2012-21 (Old Business)
July 19, 2012

Owner/Applicant

Requested action:

Current zoning:

FLUM land use category:

Location:

Existing uses on the site:

Historic Property Survey 1985:

Adjacent Properties:

Past COA:

Lindy and Hardee Kavanaugh for Jacob Michaelis				
Certificate of Appropriateness (COA) for demolition of west and south additions and restoration of original historic structure				
OT-1				
HDR				
107 Estrada Street				
Residential				
c.1814, frame vernacular, contributing				
North	Residential	c.2001	OT-1	HDR
South	Vacant	Vacant	I-1	Industrial
East	Vacant	Vacant	OT-1	HDR
West	Vacant/ Residential	Vacant/c.1995	OT-1	HDR
2012-21	6/21/12	Conceptual approval for new primary structure to south of historic structure		
SA 2012-46	5/25/12	For removal of existing vinyl siding on west and south non-historic additions of structure, and selective removal on historic portion of structure to determine fabric underneath.		
SA 2012-32	4/2/12	For demolition of a shed and removal of chain-link fence.		

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

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

This application seeks approval for rehabilitation of the structure at 107 Estrada Street (Block 2, Lot 3). The case was tabled to a date certain from the June 21, 2012 HDC meeting in order to have the applicant provide more information on the request to demolish the west and south additions and rehab the original historic structure. The other portion of the project, construction of a new single-family home to the south of the historic structure (Lot 4), was conceptually approved at the June 21 meeting.

The applicant wishes to incorporate the existing structure on Lot 3 as an accessory dwelling for the new construction proposed for Lot 4. If the rehabilitation of the existing historic structure results in a building footprint over 500 square feet, the applicant will need to submit a variance request upon application for final approval for the new construction. Accessory dwellings are limited by the Land Development Code to 500 square feet.

The applicant has met with staff about submitting a variance application for the August 2012 meeting. The application would address both the square footage of the building, and the building of an easterly porch. At the June 21 meeting, the Board discussed staff's recommendation to retain an eastern porch on the structure based on historical evidence of a porch on that elevation of the building. The applicant wishes to retain an eastern porch, but will have to request a variance to deviate from the 5' required setback.

There have been a few modifications to the proposed plans since the June 21st meeting, based on the applicant working with staff to address some of staff's concerns. These modifications are notated by **. Proposed rehabilitation projects on the Lot 3 structure now include:

- Removal of vinyl siding added in 1991 per archived City files (staff-approved under HDC SA 2012-46). Repair and replacement of underlying wood siding would then be pursued utilizing hardieboard in the presence of extensive rot and termite damage, and cedar or pressure-treated lumber if overall underlying siding condition is good.
- Removal of additions on the south and west elevations of the structure with associated concrete and frame steps, and a three foot wide porch on the east elevation. Per staff's recommendation, the applicant is looking into the scope of demolition for the western portion of the proposed demolition project to determine where the original footprint might have been.
- Demolition of cement garage and barbecue foundations on lot 4.
- Replace the existing windows on the structure. Information on proposed new windows, roofing, and colors for the structure will be provided at the July 19 meeting. The applicant no longer intends to place shutters on the building.**
- Addition of porch to west elevation of structure.** Drawings for this porch were not provided in time to address in the staff report. The applicant should bring them in advance of the meeting for staff review.
- Demolition of existing east porch and construction of new east porch (*to be addressed in conjunction with variance request at future meeting*).**

Reiterating from the prior staff report, the following information has been collected as to the potential age of the structure on Lot 3:

- A structure was documented as being on the property circa 1814 during the 1985 survey, though it is uncertain whether this is the structure in question or a previous one on the same site. Inadequate references and citations prevent confirmation of this date for the structure now under consideration.
- The property appraiser lists a c.1910 construction date, though the structure in question is shown on Sanborn maps from both 1903 and 1909. The 1903 map shows a single story wood frame structure with a shingle roof, including nearly full width porches on both east and west elevations projecting roughly ten feet in each direction. The 1909 Sanborn footprint is nearly identical to the 1903 footprint, but without the full width porch on the west elevation.
- The rear porch is seen again, however, on the 1926 Sanborn map with the northernmost 9 feet having been removed.
- In a 1968 Drake survey obtained from City archives, the west porch had been reduced to its 13.5 foot central section and separated into an enclosed room and remaining porch. These remnants of the rear porch were at some later date incorporated into the western addition which now includes the kitchen, bathroom, and dining room under consideration for removal. A slight change in pitch on the shed roof marks the border between this rear addition and the core block of the original structure.

The remaining defining features of the structure are consistent with a late Victorian frame vernacular structure at the turn of the 20th century. These include the two-over-two windows increasingly available over the second half of the 19th century and used into the very early 20th, and the east elevation porch with incised and turned Victorian style posts and carved decorative balustrade popular at the turn of the century. While the porch was decreased to its current three foot width sometime post-1968, these balustrades appear to have been intentionally reused and resumed their place on the perimeter of the new porch floor. Lastly, early concrete pilings holding up the original core block of the structure are also suggestive of a late 19th-early 20th century date for the structure.

It is staff's opinion that based on the variety of information collected regarding the age of the structure, and based on the evaluation of materials and construction, that it is unlikely the structure dates to c.1814. However, it does appear based on the information provided and through staff visits to the site, that the two eastern-most rooms on the building

constitute the historic core of the building, regardless of their construction date. It is possible that these two rooms constitute c.1814 construction, but that cannot be determined for certain. It is certain that this is one of the remaining historic structures in Old Town. Significance of the structure is summarized in the building inventory appendix of the Old Town Preservation and Development Guidelines which notes that the house at 107 Estrada is “one of several modest earlier houses in Old Town that contribute to the town’s scale. Well-placed and modest in detail, this dwelling demonstrates placement of a small building on media peonia lots.”

Proposed building materials include:

Scope	Material	Color
Exterior Fabric	Hardie Board/P.T. Lumber	TBD
Doors	Wood	TBD
Windows	TBD	TBD
Roofing	Metal Standing Seam	TBD
Fascia/Trim	Pressure Treated Wood/Hardie Board	TBD
Foundation	Block/Brick Piers	N/A
Porch/Deck	Pressure Treated Lumber	TBD
Driveways/Sidewalks	Oyster Shell	Natural

APPLICABLE GUIDELINES:

Section 4.03.02(A) of the Code states that the review of proposed development shall be based on the ***Secretary of the Interior’s Standards for Rehabilitation***.

The following Standards are applied to this case:

1. *A property shall be used for its historic purpose or be adapted to a new use that requires minimal change to the defining characteristics of the building and its site and environment.*
2. *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*
4. *Most properties change over time; those changes that have acquired historic significance in their own right shall be preserved.*
5. *Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.*
6. *Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.*
8. *Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.*
9. *New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.*
10. *New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

4.03.02(B). The review of proposed development within the Historic District Overlay shall also be based upon compliance with the Historic Preservation Design Guidelines, dated December 1999.

The ***Old Town Preservation and Development Guidelines*** that apply to this case are as follows:

- **Rehabilitating Wood Structures (Appendix D)**
 - *Recommendations:*
 - Retain wooden materials and features such as siding, cornices, brackets, soffits, fascia, window architrave, and doorway pediments, wherever possible. These are essential components of a building's appearance and architectural style.
 - Repair or replace, where necessary, deteriorated material that duplicates in size, shape, and texture the original as closely as possible. Consider original characteristics such as board width, length, exposure and trim detailing when selecting a replacement material.
 - Repair may also include the limited replacement in kind or with compatible substitute material of those extensively deteriorated or missing parts of features where there are surviving prototypes such as brackets, molding, or sections of siding.
 - *Avoid:*
 - Removing or radically changing wood features which are important in defining the overall historic character of the building so that, as a result, the character is diminished.
 - Removing a major portion of the historic wood from a facade instead of repairing or replacing only the deteriorated wood, then reconstructing the facade with new material in order to achieve a uniform or "improved" appearance.
 - Replacing an entire wood feature such as a cornice or wall where repair of the wood and limited replacement of deteriorated or missing parts are appropriate.
 - Removing an entire wood feature that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.
- **Regarding Alteration and Additions to Historic Buildings (4.6)**
 - Some exterior and interior alterations to a historic building are generally needed to assure its continued use. It is, however, generally important that such alterations do not radically change, obscure, or destroy character-defining spaces, materials, features, or finishes. Alterations may include providing additional parking space on an existing historic building site; cutting new entrances or windows on secondary elevations; and installing an entirely new mechanical system. Alterations may include the selective removal of building or other features of the environment or building site that are intrusive and therefore detract from the overall historic character. The construction of an exterior addition to a historic building may seem to be essential for new use. The guidelines emphasize, however, that such new additions should be avoided, if possible, and considered only after it is determined that those needs cannot be met by altering secondary, non-character-defining interior spaces. If, after a thorough evaluation of interior solutions, an exterior addition is still judged to be clearly differentiated from the historic building and constructed so that the character-defining features are not radically changed, obscured, damaged, or destroyed.
- **Regarding Demolition (4.8)**
 - *Recommendations:*
 - Identify, retain, and preserve buildings which are important in defining the overall historic character of a historic district or neighborhood.
 - Retain the historic relationship between buildings and landscape and streetscape features.
 - Remove non-significant buildings, additions, or site features which detract from the historic character of a site or the surrounding district or neighborhood.

- *Avoid:*
 - Removing buildings which are important in defining the overall historic character of a district or neighborhood so that the character is diminished.
 - Removing a historic building in a complex, a building feature, or significant later addition which is important in defining the historic character of a site or the surrounding district or neighborhood.
- **Regarding Roof Changes (3.51.3 Roof Forms and Surfaces)**

Roof Forms and Surfaces: Roofs are integral part of the overall design of a building and help define its architectural style. Forms are an important part of streetscapes in historic districts and create a unified rhythm with neighboring buildings. Residential roof types are gable, hip, or a combination of the two, or pyramidal, gambrel, and clipped gable. The most common roof types historically were embossed or crimped sheet metal or wood shingles. Sheet metal generally has replaced original wood roofs. Using metal, wood, or manufactured shingle roofs is acceptable, but the selection should be compatible with overall design. Roof height is limited to 35' per the Land Development Code.

 - *Recommendations:*
 - Identify, retain, and preserve roofs and their functional and decorative features which are important in defining the overall historic character of the building
 - Replace deteriorated roof surfacing with matching materials or new materials, such as composition shingles or tabbed asphalt shingles, in dark shades that match the original in composition, size, shape, color, and texture.
 - Replace in kind an entire feature of the roof that is too deteriorated to repair if the overall form and detailing are still evident using the physical evidence as a model to reproduce the feature. Examples can include a large section of roofing, or a dormer or chimney. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.
 - *Avoid:*
 - Radically changing, damaging, or destroying roofs which are important in defining the overall historic character of the building so that, as a result, the character is diminished.
 - Removing a major portion of the roof or roofing material that is repairable, then reconstructing it with new material in order to create a uniform, or "improved" appearance.
- **Regarding Windows (3.51.4 Windows/Awnings/Shutters)**
 - *Recommendations:*
 - Retain and repair window openings, frames, sash, glass, lintels, sills, pediments, architraves, hardware, awnings and shutters where they contribute to the architectural and historic character of the building.
 - Conduct an in-depth survey of the conditions of existing windows early in rehabilitation planning so that repair and upgrading methods and possible replacement options can be fully explored.
 - Protect and maintain the wood and architectural metal which comprise the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems.
 - Repairing window frames and sash by patching, splicing, consolidating or otherwise reinforcing. Such repair may include replacement in kind of those parts that are either extensively deteriorated or are missing when there are surviving prototypes such as architraves, hoodmolds, sash, sills, and interior or exterior shutters and blinds.
 - Designing and installing additional windows on rear or other non-character defining elevations if required by the new use. New window openings may also be cut into exposed

party walls. Such design should be compatible with the overall design of the building, but not duplicate the fenestration pattern and detailing of a character-defining elevation.

- *Avoid:*
 - Replacing window features on significant facades with historically and architecturally incompatible materials such as anodized aluminum, mirrored or tinted glass.
 - Removing window features that can be repaired where such features contribute to the historic and architectural character of a building.
 - Changing the size or arrangement of window panes, muntins, and rails where they contribute to the architectural and historic character of a building.
 - Installing on significant facades shutters, screens, blinds, security grills, and awnings which are historically inappropriate and detract from the building's character.
 - Replacing windows that contribute to the character of a building with those that are incompatible in size, configuration, and reflective qualities or which alter the setback relationship between window and wall.
- **Regarding Porches**
 - *3.52 Connecting Elements*
 - Connecting elements are not restricted to the 45% maximum coverage of the building elements in order to maintain "out of doors" lifestyle present in the town for generations. Connecting Elements include but are not restricted to porches, pergolas, colonnades, loggias, Florida rooms, breezeways, and carports.
 - *APPENDIX C Maintenance of Connecting Elements: Porches, Porte Cocheres, and Garages*
 - *Recommendations:*
 - Identify, retain, and preserve porches and their functional and decorative features such as columns, balustrades, and stairs that are important in defining the overall historic character of the building.
 - Retain porches and steps that are appropriate to a building and its subsequent development. Porches and additions reflecting later architectural styles are often important to the building's historical development and should be retained.
 - Design and install additional porches when required for the new use in a manner that preserves the historic character of the buildings, i.e., limiting such alteration to non-character defining elevations.
 - *Avoid:*
 - Removing or altering porches and steps that are appropriate to the building's development and style.
 - Stripping porches and steps of original material and architectural materials such as hand rails, balusters, columns, brackets, and roof decorations.
 - Creating a false historical appearance because the replaced porch is based on insufficient historical, pictorial, and physical documentation.
- **Regarding Frontage Corridors (3.21.1 Frontage Corridors)**
 - The Frontage Corridor is a Zero Lot Line with a 10' maximum setback. Building, Connecting or Landscape Elements should be built to the zero lot line. This encourages their use to define the private space of the lot and the public space of the street. Out Buildings may not be located on the frontage portion of *peonias* or the corner *media peonia* lots. The board may elect to consider well-designed garage spaces over which principle living space is located provided that all other recommendations of building scale and placement are met.

- **Regarding Lot Coverage (Pg. 60)**
 - Connecting Elements and Landscape Elements are excluded from the 45% lot coverage calculation to encourage the design of spaces that take advantage of the climate. Enclosed square footage is easily expanded by the use of Connecting Elements such as porches, breezeways, and Florida rooms.
- **Regarding Parking (3.53.2 Parking)**
 - Preferred parking surfaces for driveways and vehicle-parking surfaces are crushed shell, gravel, sand, grass-block, sand finished brick, stone, wood timbers, wood chips or grass.
- **Regarding Building Use (3.51 Building Elements)**
 - Building Elements are sub-divided into **Primary Buildings** and **Out Buildings**. A **Primary Building** is defined as the principle unit of occupation. In Old Town, this usually refers to a private dwelling unit due to the residential nature of the town. This definition also applies to appropriate commercial or institutional buildings allowed under the overlay zoning codes for Old Town. **Out Buildings** are ancillary to the Principle Building in size and degree of occupation. Out Buildings may be attached by Connecting Elements (recommended with details covered in the next section) or remain detached. Out Buildings include, but are not limited to, garage apartments, garages, storage sheds, greenhouses, workshops, gazebos, and playhouses.

ANALYSIS:

The existing structure at 107 Estrada Street is one of the remaining historic buildings in Old Town, and staff recommends that the Board keep this in mind during their review of the project. The original structure appears to have consisted of two rooms forming a 25 foot by 30 foot block with projecting porches to the east and west. Additions to the south and west elevation porch appear to have occurred post-1968. Based on the modifications presented, the project is compliant with SOIS 1, 2, 4, 5, 6, 9, and 10.

The applicant is willing to explore creating a functional eastern porch, in keeping with staff's recommendation to retain an eastern porch. This component of the project will be addressed in conjunction with a future variance request.

Staff supports the removal of the south and west additions to restore what appear to be the original two rooms of the structure. The additions do not have historic significance in their own right, and do not characterize the property. They are also in a significant state of deterioration due to termites, and would likely require complete reconstruction. Staff has requested more information as to the scope of the western addition demolition, in order to determine whether the apparent original 25 x 30 footprint will be retained. This information is to be presented at the meeting. Staff also finds that demolition of the concrete pads is compliant with the SOIS, as they are not historically significant.

The applicant has agreed with staff's recommendation to add a porch to the rear, attached to and projecting from the original footprint, as opposed to creating a recessed porch by cutting into the historic fabric of the building. As a connecting feature, the porch will not be included in the 45% lot coverage limitation and will be included on a non-visually impacting side. If an attached/projecting porch were to be removed in the future, the essential form and integrity of the original footprint would likely be unimpaired. As mentioned, drawings need to be provided for this porch, in order for staff and Board to review them.

More information, which the applicant has indicated will be provided for the meeting, is needed regarding the existing windows. The 2/2 light pattern is a common late 19th-early 20th C window feature. The applicant indicated that the windows appear to have been replaced within the last thirty years. If the windows are non-historic, staff supports replacement. If not, and the windows appear historic, staff recommends retention and restoration. Staff also recommends use of wood for the exterior fabric, as opposed to a combination of wood and hardieboard. Although the

siding is currently vinyl, wood siding would be a character defining feature for a structure of this age. The chimney is also a character-defining feature, and staff supports retention of the chimney, as presented in the plans.

The proposed changes since June 21 help the project better comply with the Old Town Preservation and Development Guidelines. Retaining the wood exterior fabric, and an existing east porch, will ensure compliance with the Guidelines for rehabilitating wood structures. The structure will remain on a raised foundation, and the proposed gable roof shape will be consistent with recommended roof shapes. Shed roofing over the east porch and a recommended west porch will retain the historic shape of the roof. While Sanborn maps indicate shingles were utilized on the roof historically, perhaps wood, a new metal roof is compatible with the Guidelines.

Creating a west porch will help retain the historic footprint, and also comply with the Guidelines regarding connecting elements, which are encouraged. As mentioned, porches do not count towards the 45% lot coverage limitation. A new west porch would be compliant with the Guidelines recommendation to install additional porches when required for a new use, but limiting them to non-character defining elevations.

Restoration of the windows, if historic, will comply with the Guidelines regarding windows. If new windows are approved by the Board, staff recommends utilizing the same light pattern with raised muntins to better replicate the appearance of historic windows, at the very least for the elevations visible from the street. The applicant is no longer proposing shutters, and will provide information on colors to be utilized in the project at the meeting.

Lastly, staff recommends that the applicant be mindful of any potential archaeological material during demolition and construction in order to comply with SOIS 8.

In summary, staff requests the following changes/needed information:

1. Provide information on exact scope of the west addition demolition and whether it impacts what appears to be the original footprint.
2. Provide drawings for the proposed western porch for staff and Board review.
3. Utilize wood for exterior fabric, including siding, trim, fascia and porches, instead of combination of wood and hardieboard.
4. Be mindful of potential archaeological material present before, during and after demolition and construction.

Staff concludes the proposed plans are substantially consistent with the Land Development Code, the Old Town Preservation and Development Guidelines, and the Secretary of the Interior's Standards to warrant approval at this time.

RECOMMENDED MOTIONS:

I move to approve HDC case number 2012-21 as to demolition of west and south additions and restoration of original historic structure, subject to staff conditions; AND I move that the HDC make the following findings of fact and conclusions of law part of the record:

That HDC case 2012-21, as presented, is substantially compliant with the Land Development Code, the Old Town Preservation and Development Guidelines, and the Secretary of the Interior's Standards to warrant approval at this time.

Adrienne Burke, Planner II
Adam Cripps, Graduate Planning Intern

APPROVED

MINUTES

I. Call to Order

Chair Cascone called the meeting to order at 5:07 p.m.

II. Roll Call/Determination of Quorum

Council Members Present

Jennifer King-Cascone, Chair
Bruce Meger

Suanne Thamm
George Sheffield (alternate)

Council Members Absent

Chris Rasch, Vice-Chair

Jose Miranda (alternate)

Others Present

Tammi Bach, City Attorney
Adrienne Burke, City Planner
Jessica Williams, Recording Secretary

Member Sheffield was seated as a voting member for this meeting due to the absence of Member Rasch and Member Thamm was seated as Vice-Chair for this meeting.

III. Approval of Minutes

According to the agenda supporting documents the Minutes of the June 21, 2012 Regular Meeting were presented for approval. **A motion was made by Member Sheffield, seconded by Member Thamm, to approve the Minutes. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

IV. Old Business

City Attorney Bach briefly explained the procedures for the quasi-judicial proceedings. Recording Secretary Williams administered the oath to those parties that were about to present testimony. There were no ex parte communications to be disclosed by the HDC Members. Ms. Burke announced that application materials, staff reports, and background information were included as part of the packet and submitted for the record.

Certificate of Appropriateness

4.1 FIRST PRESBYTERIAN CHURCH, 9 N. 6TH STREET (HDC 2011-45), FINAL APPROVAL FOR RENOVATION OF EDUCATION BUILDING ON N. 5TH STREET INCLUDING ADDITION TO EAST ELEVATION. (*Quasi-Judicial*)

Ms. Burke presented details of the request for final approval of the renovation of the education building including that it was conceptually approved by the HDC in January 2012. She stated that she found the project consistent with the standards. She explained that during review of the project it was reviewed in relationship to the 1857 sanctuary building. She pointed out that the new addition is clearly subordinate

to the sanctuary and it does demonstrate new construction. She commented that the applicant was also going through the Technical Review Committee (TRC) process for this case. She reported that she found it compliant to warrant final approval.

Mr. John Cotner, 1627 Atlantic Avenue, agent for the applicant, stated that they went before the TRC and since there wasn't any major site work involved the runoff was able to be dealt with a swale. He explained that they would be able to go to permitting after the HDC process. He commented that the original east façade of the church had Bahama shutters on it according to an old photograph. He stated that they took the concept through development and everything stayed the same.

The public hearing was opened at this time and there being no comments from the floor the public hearing was closed.

Ms. Burke commented that the old photograph showed that the shutters took up the entire length of the windows and that helped assuage some of her concerns about the Bahama shutters. **A motion was made by Member Sheffield, seconded by Member Thamm, to approve HDC 2011-45; and that the HDC make the following finding of fact and conclusions of law part of the record that HDC Case 2011-45 as presented is substantially compliant with the Land Development Code, the Downtown Historic District Guidelines, and the Secretary of Interior Standards to warrant final approval. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

4.2 HARDEE AND LINDY KAVANAUGH, 107 ESTRADA STREET (HDC 2012-21), DEMOLITION OF WEST AND SOUTH ADDITIONS AND RESTORATION OF ORIGINAL HISTORIC STRUCTURE. (*Quasi-Judicial*)

Ms. Burke presented details of the request which was continued from the June 21st meeting that included restoration and demolition of the west and south additions. She explained that if the rehab of this structure is over 500 square feet the applicant would have to submit a variance request to use it as an accessory dwelling. She stated that after meeting with the applicant he would be coming before the board in August for a variance for the square footage and for putting an eastern porch on the structure. She explained that there were a few modifications to the plans that were previously presented and those were addressed in the staff report. She briefly recapped these modifications and further details from her staff report. She pointed out that she requested more information on the windows and recommended that they be mindful of any archeological material that is found. She suggested the board consider more information on the scope of the western addition demolition. The applicant provided drawings showing the new proposed west elevation. She stated that there also needed to be clarification of using a combination of wood and hardiboard, because staff's recommendation would be to use wood.

Mr. Hardee Kavanaugh stated that the difference in the size of the footprint right now consists of two main front rooms on the eastern portion of the house along Estrada and two secondary rooms with a hallway. He explained that the western addition that was being requested to be removed is a kitchen and bathroom. Member Thamm requested Mr. Kavanaugh address the concern about hardiboard and wood. Mr. Kavanaugh explained that the only section of the house that he pulled away the vinyl siding was on the west side, and that appeared to be on plywood. He commented that when he went up in the attic space that appeared to be clapboard siding, which appeared to be in pretty good shape. He stated that he couldn't speak to the condition of the wood on the north side. He pointed out that he would have to use pressure treated wood or hardiboard to prevent rot. He stated that if it is reasonable he would use wood, and explained that he would not have a mixture of hardiboard and wood on the sides of the structure. Member Thamm noted that the east porch demolition would be put off until the variance hearing in August. Mr. Kavanaugh requested to be able to start pulling away the west and south. He stated that then he would be able to see what is underneath so that hopefully by August he would be able to provide pictures to the HDC.

The public hearing was opened at this time. Mr. J.J. O'Conner, 703 Garden Street, stated that he would like to see the gentleman save the house if he can. He commented that the center section is fairly sound and part of the sections that he wants to tear away are fairly sound, but would be good to replace during construction. He explained that he would like to see Mr. Kavanaugh granted his permit as soon as possible. There was a brief discussion about the intentions of Mr. Kavanaugh.

There being no further comments from the floor, the public hearing was closed.

Ms. Burke clarified that the western demolition was the rear part of the western addition (kitchen and bathroom). Mr. Kavanaugh pointed out that the demolition request was also for the enclosed porch on the south portion of the house. Ms. Burke questioned if the HDC was ok with hardiboard being used if the applicant chooses to go that route. Mr. Kavanaugh stated that he would go with what the board decides. Member Thamm referred to the house on North 5th Street where there was a variety of kinds of siding and commented that seeing other work of Mr. Kavanaugh she was sure it would be his intention if at all possible to stick with wood. She noted that if the wood was rotten then it would have to go. Member Meger commented that from his experience his concern was beyond the siding, but what is behind the siding. He stated that his preference would be to maintain wood siding if all possible. Member Sheffield explained that he thought the HDC should make a percentage determination and if it goes over that have Mr. Kavanaugh come back. He stated that he thought 50% was a good rule to replace it with wood. Chair Cascone referred to cases in the past and suggested more monitoring. There was further deliberation about how to proceed noting that Mr. Kavanaugh would be coming back before the board in August. It was suggested to defer a decision on wood versus hardiboard until the August meeting after Mr. Kavanaugh has time to see the condition of the siding.

Ms. Burke recommended restoring the windows if possible; but if not, more information would be needed on the new windows. Information about windows would also be presented in August, and it was noted that there were certain requirements for windows per the building code. The demolition of the eastern porch and construction of a new east porch was deferred until August. The request before the HDC was for the demolition of the western portion (kitchen and bathroom), the south addition, the cement garage, and barbeque foundation. **A motion was made by Member Thamm, seconded by Member Sheffield, to approve HDC 2012-21 as to demolition of the west and south additions as well as the carport and barbeque pit; and restoration of the original historic structure; continuing discussion on siding material and windows until the August meeting in which this case will return; all subject to staff conditions; and that the HDC make the following findings of fact and conclusions of law part of the record that HDC Case 2012-21 as presented is substantially compliant with the Land Development Code, the Old Town Preservation and Development Guidelines, and the Secretary of Interior Standards to warrant approval at this time. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

4.3 CITY OF FERNANDINA BEACH, ALACHUA STREET RIGHT OF WAY (HDC 2012-13) FINAL APPROVAL OF STREETScape IMPROVEMENTS WITHIN THE ALACHUA STREET RIGHT-OF-WAY BETWEEN FRONT STREET AND NORTH 2ND STREET. (*Quasi-Judicial*)

Ms. Burke presented details of the request including it received conceptual approval in April 2012 and this project was to be completed in conjunction with the opening of Alachua Street at Front Street for vehicular and pedestrian traffic. She stated that the intent was to be consistent with the streetscape elements that are already used on North 2nd Street and North 3rd Street. She explained that staff's understanding was that these elements would be phased in over time, as funding is available. She provided further details of this request as contained in the agenda support documents including that the request was consistent to warrant final approval.

Mr. Glenn Semanisin, City Engineer, referred to the acorn lights and explained that staff looked at the manufacturer's products and they have a cut out that fits into the top of the acorn light. He stated that there may be a heat issue and it might only be able to be used with certain wattage bulbs. He pointed out that the lights include a mirror finish which reflects more of the light coming off the CFL bulb onto the street. He explained that staff was looking into retrofitting some of the older acorn lights. Chair Cascone referred to earlier discussions of the concrete being colored or stamped. Mr. Semanisin replied that is available at a nominal cost, but it can delay the delivery up to two months. He stated that coloring is normally added when you have a concrete roadway so that there is a visual change for drivers. He commented that in that area a red brick color might go best with the red brick being used on the sidewalk element. Member Thamm inquired if the other two crossings would be handled in the same way. Mr. Semanisin replied that they would use the same concrete at Centre Street, but at Ash there are soil problems and it may have to go to a rubberized crossing that flexes with the tracks.

The public hearing was opened at this time and there being no comments from the floor the public hearing was closed. After a brief discussion about not having any coloring to the cement to save money, **a motion was made by Member Meger, seconded by Member Sheffield, to approve HDC 2012-13; and that the HDC make the following findings of fact and conclusions of law part of the record that HDC Case 2012-13 as presented is substantially compliant with the Land Development Code, the Downtown Historic District Guidelines, the CRA Design Guidelines, and the Secretary of Interior Standards to warrant final approval at this time. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

V. Staff Approved Certificates of Appropriateness (informational)

- 5.1 CAMBRIDGE SOUTH, INC., C/O CLAYTON BUCHANAN, 402 CENTRE STREET (HDC SA 2012-56), RESURFACING EXISTING PARKING LOT, TO INCLUDE CONSTRUCTION OF DUMPSTER SCREENING (NO LESS THAN 6', NO MORE THAN 8' HIGH PER LDC) AND BRICK COLUMNS AT ENTRY.**
- 5.2 CAMBRIDGE SOUTH, INC., C/O CLAYTON BUCHANAN, 202 CENTRE STREET (HDC SA 2012-57), REPAINTING OF BUILDING IN WHISPERING PINE (WALLS), OLIVE SPRIG AND DARK SAGE (BRICK TRIM) AND PINE FOREST (WINDOW TRIM).**
- 5.3 SANTA MARIA PARTNERSHIP C/O DAVID JUSTYN, 303 CENTRE STREET (HDC SA 2012-58), REPAINTING OF TWO BAY WINDOWS, FRONT DOOR, AND FIVE REAR DOORS IN DRIED WHEAT WITH TRICORN BLACK TRIM/ DOOR SLABS.**
- 5.4 FRANCES CLARK C/O KAYLEY CORP., 29 SOUTH 3RD STREET (HDC SA 2012-59), REPLACEMENT OF DAMAGED RAMP RAILING AND DECKING AT WEST ELEVATION OF STRUCTURE TO MATCH EXISTING.**
- 5.5 CAMBRIDGE SOUTH, INC. C/O THOMPSON AWNING, 520 CENTRE STREET (HDC SA 2012-60), INSTALLATION OF CANVAS ROLL AWNINGS ON WEST ELEVATION WINDOWS. AWNINGS TO BE SOLID DARK GREEN TO MATCH EXISTING AWNING ON NORTH / FRONT SIDE.**
- 5.6 CAROL HAYS C/O JOHN COTNER, N. 6TH STREET - PARCEL 00-00-31-1800-0034-0110 (HDC SA 2012-61), FOR MODIFICATIONS TO HDC 2012-12 (*NEW CONSTRUCTION*), INCLUDING: 1) ADJUSTMENT TO DRIVEWAY, 2) ELIMINATION OF PAVEMENT IN REAR YARD, 3) EAST ELEVATION CHANGES = 2' STAIR WIDENING, LOWER GABLE BAND, MORE VERTICAL WINDOW PROPORTION, SINGLE DOOR, AND PORCH PIERS TERMINATED AT DECK, 4) NORTH ELEVATION CHANGES = 2 WINDOW DORMER VS. 3, METAL DORMER ROOF, ONE VERTICAL KITCHEN WINDOW, 5) WEST ELEVATION CHANGES = PICTURE UNIT AT BATH, 6' DOOR WITH TRANSOM, SHIFT WINDOW TO LEFT AT DOOR,**

OMIT MUNTINS THIS SIDE ONLY, 6) SOUTH ELEVATION CHANGES = 2 WINDOW DORMER VS. 3, METAL DORMER ROOF, DELETE TRANSOM LIGHTS AT 1ST LEVEL, AND 7) USE BOXED EAVES, USE THOROSEAL ON FOUNDATION, AND USE 2/2 WINDOWS.

There were no questions about the Staff Approved Certificates of Appropriateness.

VI. Requests from the audience to be heard on items not on the agenda. There were no requests from the audience to be heard.

VII. Council Business

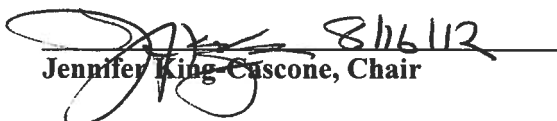
7.1 BOARD APPOINTMENTS – ALTERNATE 2 POSITION – After a review of the application before the HDC, Member Thamm noted that Mr. Herndon was also interested in serving on the CRA board. She inquired if that was a conflict. City Attorney Bach explained that if it is a standing committee you cannot serve on two of those at the same time. There was a brief discussion about the new CRA Board and whether it would be a standing committee. It was noted that the City Attorney would get clarification from the City Commission if this board would be an ad hoc board. There was a brief discussion about the applicant and that there were no other applications for consideration at this time. **A motion was made by Member Thamm, seconded by Member Meger, that the HDC recommends the appointment of Mr. Tony Herndon to the vacant position of Alternate 2 on the HDC as the most qualified applicant. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

7.2 BOARD REPORTS – There were no board reports at this time.

VIII. Staff Reports – Ms. Burke reminded the board that there was a Special Meeting Wednesday, July 25th at 5:00 pm for one case (229 South 8th Street to address the ramp). She also reminded the board that on July 31st there was a meeting with the Planning Advisory Board and the Board of Adjustment to discuss variance criteria. There was brief discussion about the joint meeting of the board about the variance criteria.

Member Thamm inquired if the interns would continue with the City. Ms. Burke replied that Adam Cripps would be here through August, but Monica Sexton and Ashley McGeehee's last week would be next week. Thanks were expressed to the interns for all their help.

IX. Adjournment - There being no further business to come before the Historic District Council, the meeting was adjourned at 6:02 pm.

 8/16/12
Jennifer King-Cuscone, Chair

 11/6/12
Chris Rasch, Vice Chair



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2012-21 (Old Business)
August 16, 2012

Owner/Applicant

Requested action:

Current zoning:

FLUM land use category:

Location:

Existing uses on the site:

Historic Property Survey 1985:

Adjacent Properties:

Past COA:

Lindy and Hardee Kavanaugh for Jacob Michaelis				
Certificate of Appropriateness (COA) for construction of porch on east elevation and review of windows and siding				
OT-1				
HDR				
107 Estrada Street				
Residential				
c.1814, frame vernacular, contributing				
North	Residential	c.2001	OT-1	HDR
South	Vacant	Vacant	I-1	Industrial
East	Vacant	Vacant	OT-1	HDR
West	Vacant/ Residential	Vacant/c.1995	OT-1	HDR
2012-21	7/19/12	Demolition of west (kitchen/bath area only) and south additions, garage and bbq concrete pads, and overall renovation of existing structure		
2012-21	6/21/12	Conceptual approval for new primary structure to south of historic structure		
SA 2012-46	5/25/12	For removal of existing vinyl siding on west and south non-historic additions of structure, and selective removal on historic portion of structure to determine fabric underneath.		
SA 2012-32	4/2/12	For demolition of a shed and removal of chain-link fence.		

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

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

This application seeks approval for construction of an eastern porch on the existing structure at 107 Estrada Street (Block 2, Lot 3). At the June 21 meeting, the Board discussed staff's recommendation to retain an eastern porch on the structure based on historical evidence of a porch on that elevation of the building. The applicant is requesting approval to demolish the existing three (3) foot wide porch and build a new eastern porch in this application. Although the eastern porch has changed in shape and size over the years, a porch in some form has been present on the east elevation of the structure. The following information has been obtained about the east porch:

- 1903 Sanborn - originally just under 10 feet wide and extended almost the full length of the east elevation.
- 1909 Sanborn - maintained width, but extended the full length of the east elevation.
- 1926 Sanborn - same width and extended full length of the east elevation
- 1968 Drake Survey - shortened to central 29.4 ft. section; maintained width.
- Present- Shortened to three feet wide, yet returned to the full length of the east elevation.

This application is in relationship to the variance application on the same agenda, HDC 2012-29. The variance request addresses the building of an easterly porch. The application also addresses the requested deviation for an accessory structure over 500 square feet in area, as this building is proposed to be accessory to new construction built directly to the south (conceptually approved by the HDC on June 21).

Staff will not be addressing the use of the structure as an accessory building in this report, since the primary structure new construction has already been conceptually approved.

Also at this meeting, the applicant will provide updated information on new windows to be installed and information on the condition of the existing siding on the structure. At the July 19 meeting, the HDC requested that the applicant return with this information in order to better help them make a decision regarding the applicant's request to replace the windows and replace the existing siding with Hardieboard.

Reiterating from prior staff reports, the following information has been collected as to the potential age of the structure on Lot 3:

- A structure was documented as being on the property circa 1814 during the 1985 survey, though it is uncertain whether this is the structure in question or a previous one on the same site. Inadequate references and citations prevent confirmation of this date for the structure now under consideration.
- The property appraiser lists a c.1910 construction date, though the structure in question is shown on Sanborn maps from both 1903 and 1909. The 1903 map shows a single story wood frame structure with a shingle roof, including nearly full width porches on both east and west elevations projecting roughly ten feet in each direction. The 1909 Sanborn footprint is nearly identical to the 1903 footprint, but without the full width porch on the west elevation.
- The rear porch is seen again, however, on the 1926 Sanborn map with the northernmost 9 feet having been removed.
- In a 1968 Drake survey obtained from City archives, the west porch had been reduced to its 13.5 foot central section and separated into an enclosed room and remaining porch. These remnants of the rear porch were at some later date incorporated into the western addition which now includes the kitchen, bathroom, and dining room under consideration for removal. A slight change in pitch on the shed roof marks the border between this rear addition and the core block of the original structure.

The remaining defining features of the structure are consistent with a late Victorian frame vernacular structure at the turn of the 20th century. These include the two-over-two windows increasingly available over the second half of the 19th century and used into the very early 20th, and the east elevation porch with incised and turned Victorian style posts and carved decorative balustrade popular at the turn of the century. While the porch was decreased to its current three foot width sometime post-1968, these balustrades appear to have been intentionally reused and resumed their place on the perimeter of the new porch floor. Lastly, early concrete pilings holding up the original core block of the structure are also suggestive of a late 19th-early 20th century date for the structure.

It is staff's opinion that based on the variety of information collected regarding the age of the structure, and based on the evaluation of materials and construction, that it is unlikely the structure dates to c.1814. However, it does appear based on the information provided and through staff visits to the site, that the two eastern-most rooms on the building constitute the historic core of the building, regardless of their construction date. It is possible that these two rooms constitute c.1814 construction, but that cannot be determined for certain. It is certain that this is one of the remaining historic structures in Old Town. Significance of the structure is summarized in the building inventory appendix of the Old Town Preservation and Development Guidelines which notes that the house at 107 Estrada is "one of several modest earlier houses in Old Town that contribute to the town's scale. Well-placed and modest in detail, this dwelling demonstrates placement of a small building on media peonia lots."

Proposed building materials include:

Scope	Material	Color
Exterior Fabric/Porch	Hardie Board/P.T. Lumber	TBD

APPLICABLE GUIDELINES:

Section 4.03.02(A) of the Code states that the review of proposed development shall be based on the ***Secretary of the Interior's Standards for Rehabilitation***.

The following Standards are applied to this case:

2. *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*
3. *Each property shall be recognized as a physical records of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.*
4. *Most properties change over time; those changes that have acquired historic significance in their own right shall be preserved.*
5. *Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.*
6. *Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.*
8. *Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.*
9. *New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.*
10. *New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

4.03.02(B). The review of proposed development within the Historic District Overlay shall also be based upon compliance with the Historic Preservation Design Guidelines, dated December 1999.

The ***Old Town Preservation and Development Guidelines*** that apply to this case are as follows:

- **Rehabilitating Wood Structures (Appendix D)**
 - *Recommendations:*
 - Retain wooden materials and features such as siding, cornices, brackets, soffits, fascia, window architrave, and doorway pediments, wherever possible. These are essential components of a building's appearance and architectural style.
 - Repair or replace, where necessary, deteriorated material that duplicates in size, shape, and texture the original as closely as possible. Consider original characteristics such as board width, length, exposure and trim detailing when selecting a replacement material.
 - Repair may also include the limited replacement in kind or with compatible substitute material of those extensively deteriorated or missing parts of features where there are surviving prototypes such as brackets, molding, or sections of siding.
 - *Avoid:*
 - Removing or radically changing wood features which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

- Removing a major portion of the historic wood from a facade instead of repairing or replacing only the deteriorated wood, then reconstructing the facade with new material in order to achieve a uniform or “improved” appearance.
 - Replacing an entire wood feature such as a cornice or wall where repair of the wood and limited replacement of deteriorated or missing parts are appropriate.
 - Removing an entire wood feature that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.
- **Regarding Alteration and Additions to Historic Buildings (4.6)**
 - Some exterior and interior alterations to a historic building are generally needed to assure its continued use. It is, however, generally important that such alterations do not radically change, obscure, or destroy character-defining spaces, materials, features, or finishes. Alterations may include providing additional parking space on an existing historic building site; cutting new entrances or windows on secondary elevations; and installing an entirely new mechanical system. Alterations may include the selective removal of building or other features of the environment or building site that are intrusive and therefore detract from the overall historic character. The construction of an exterior addition to a historic building may seem to be essential for new use. The guidelines emphasize, however, that such new additions should be avoided, if possible, and considered only after it is determined that those needs cannot be met by altering secondary, non-character-defining interior spaces. If, after a thorough evaluation of interior solutions, an exterior addition is still judged to be clearly differentiated from the historic building and constructed so that the character-defining features are not radically changed, obscured, damaged, or destroyed.
- **Regarding Demolition (4.8)**
 - *Recommendations:*
 - Identify, retain, and preserve buildings which are important in defining the overall historic character of a historic district or neighborhood.
 - Retain the historic relationship between buildings and landscape and streetscape features.
 - Remove non-significant buildings, additions, or site features which detract from the historic character of a site or the surrounding district or neighborhood.
 - *Avoid:*
 - Removing buildings which are important in defining the overall historic character of a district or neighborhood so that the character is diminished.
 - Removing a historic building in a complex, a building feature, or significant later addition which is important in defining the historic character of a site or the surrounding district or neighborhood.
- **Regarding Windows (3.51.4 Windows/Awnings/Shutters)**
 - *Recommendations:*
 - Retain and repair window openings, frames, sash, glass, lintels, sills, pediments, architraves, hardware, awnings and shutters where they contribute to the architectural and historic character of the building.
 - Conduct an in-depth survey of the conditions of existing windows early in rehabilitation planning so that repair and upgrading methods and possible replacement options can be fully explored.
 - Protect and maintain the wood and architectural metal which comprise the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems.

- Repairing window frames and sash by patching, splicing, consolidating or otherwise reinforcing. Such repair may include replacement in kind of those parts that are either extensively deteriorated or are missing when there are surviving prototypes such as architraves, hoodmolds, sash, sills, and interior or exterior shutters and blinds.
- Designing and installing additional windows on rear or other non-character defining elevations if required by the new use. New window openings may also be cut into exposed party walls. Such design should be compatible with the overall design of the building, but not duplicate the fenestration pattern and detailing of a character-defining elevation.
- *Avoid:*
 - Replacing window features on significant facades with historically and architecturally incompatible materials such as anodized aluminum, mirrored or tinted glass.
 - Removing window features that can be repaired where such features contribute to the historic and architectural character of a building.
 - Changing the size or arrangement of window panes, muntins, and rails where they contribute to the architectural and historic character of a building.
 - Installing on significant facades shutters, screens, blinds, security grills, and awnings which are historically inappropriate and detract from the building's character.
 - Replacing windows that contribute to the character of a building with those that are incompatible in size, configuration, and reflective qualities or which alter the setback relationship between window and wall.
- **Regarding Porches**
 - *3.52 Connecting Elements*
 - Connecting elements are not restricted to the 45% maximum coverage of the building elements in order to maintain "out of doors" lifestyle present in the town for generations. Connecting Elements include but are not restricted to porches, pergolas, colonnades, loggias, Florida rooms, breezeways, and carports.
 - *APPENDIX C Maintenance of Connecting Elements: Porches, Porte Cocheres, and Garages*
 - *Recommendations:*
 - Identify, retain, and preserve porches and their functional and decorative features such as columns, balustrades, and stairs that are important in defining the overall historic character of the building.
 - Retain porches and steps that are appropriate to a building and its subsequent development. Porches and additions reflecting later architectural styles are often important to the building's historical development and should be retained.
 - Design and install additional porches when required for the new use in a manner that preserves the historic character of the buildings, i.e., limiting such alteration to non-character defining elevations.
 - *Avoid:*
 - Removing or altering porches and steps that are appropriate to the building's development and style.
 - Stripping porches and steps of original material and architectural materials such as hand rails, balusters, columns, brackets, and roof decorations.
 - Creating a false historical appearance because the replaced porch is based on insufficient historical, pictorial, and physical documentation.
- **Regarding Frontage Corridors (3.21.1 Frontage Corridors)**
 - The Frontage Corridor is a Zero Lot Line with a 10' maximum setback. Building, Connecting or Landscape Elements should be built to the zero lot line. This encourages their use to define the

private space of the lot and the public space of the street. Out Buildings may not be located on the frontage portion of *peonias* or the corner *media peonia* lots. The board may elect to consider well-designed garage spaces over which principle living space is located provided that all other recommendations of building scale and placement are met.

- **Regarding Lot Coverage (Pg. 60)**
 - Connecting Elements and Landscape Elements are excluded from the 45% lot coverage calculation to encourage the design of spaces that take advantage of the climate. Enclosed square footage is easily expanded by the use of Connecting Elements such as porches, breezeways, and Florida rooms.

ANALYSIS:

The existing structure at 107 Estrada Street is one of the remaining contributing historic buildings in Old Town, and staff recommends that the Board keep this in mind during their review of the project. Staff finds that the project is compliant with the applicable SOIS and Old Town Guidelines. Having a porch on the east elevation of the structure will retain and preserve the historic character of the property, which has had a porch on the east elevation since at least 1903. Removing the existing east porch will not violate the SOIS because this particular porch is not historic and does not characterize the property, having been added after 1968. It has not acquired significance in its own right at this point and does not represent any distinctive features, finishes or craftsmanship. The new porch is a simple design that is compatible with the frame vernacular style of the structure, it will be compatible with the massing, size, and scale of the structure, and if removed in the future, would not impact the essential form and integrity of the historic property. Staff recommends reusing the existing balustrades/railings of the existing porch if possible.

Porches/connecting elements are strongly encouraged within the Old Town Preservation and Development Guidelines, and the proposed porch will be appropriate to the building's development and style. If the variance request to allow the porch to go to the zero lot line is approved, it will further be consistent with the Old Town Guidelines, which encourage building connecting elements (i.e. porches) to the zero lot line in Section 3.21.1, Frontage Corridors.

More information, which the applicant has indicated will be provided for the meeting, is needed regarding the existing windows. The 2/2 light pattern is a common late 19th-early 20th C window feature. The applicant indicated that the windows appear to have been replaced within the last thirty years. If the windows are non-historic, staff supports replacement. If not, and the windows appear historic, staff recommends retention and restoration. Restoration of the windows, if historic, will comply with the Guidelines regarding windows. If new windows are approved by the Board, staff recommends utilizing the same light pattern with raised muntins to better replicate the appearance of historic windows, at the very least for the elevations visible from the street.

The applicant will be presenting information on the condition of the siding at the meeting. Staff recommends use of wood for the exterior fabric, as opposed to Hardieboard. Although the siding is currently vinyl, wood siding would be a character-defining feature for a structure of this age. **See also staff's memo of 8/7/12, included in this agenda packet, regarding replacement of wood with cementitious siding products.**

Lastly, staff recommends that the applicant be mindful of any potential archaeological material during demolition and construction in order to comply with SOIS 8. In summary, staff requests the following changes/needed information:

1. Reuse existing balustrades/railings in the new porch if feasible.
2. Retain windows if historic; if not and replacement is approved, utilize windows with same light pattern and raised muntins.
3. Retain wood siding.
4. Be mindful of potential archaeological material present before, during and after demolition and construction.

Staff concludes the proposed plans are substantially consistent with the Land Development Code, the Old Town Preservation and Development Guidelines, and the Secretary of the Interior's Standards to warrant approval at this time.

RECOMMENDED MOTIONS:

I move to approve HDC case number 2012-21 as to construction of a porch on the east elevation and restoration of windows and siding, subject to staff recommendations; AND I move that the HDC make the following findings of fact and conclusions of law part of the record:

That HDC case 2012-21, as presented, is substantially compliant with the Land Development Code, the Old Town Preservation and Development Guidelines, and the Secretary of the Interior's Standards to warrant approval at this time.

Adrienne Burke, Planner II
Adam Cripps, Graduate Planning Intern

MINUTES

I. Call to Order - Chair Cascone called the meeting to order at 5:02 p.m.

II. Roll Call/Determination of Quorum

Council Members Present

Jennifer King-Cascone, Chair
Bruce Meger
George Sheffield (alternate)

Suanne Thamm
Jose Miranda

Council Members Absent

Chris Rasch, Vice-Chair

Others Present

Tammi Bach, City Attorney
Adrienne Burke, City Planner
Jessica Williams, Recording Secretary

There were no ex parte communications to be disclosed by the HDC. City Attorney Bach briefly explained the procedures for the quasi-judicial proceedings. Recording Secretary Williams administered the oath to those parties that were about to present testimony.

III. Approval of Minutes – According to the agenda support documents, the Minutes of the July 9, 2012 Regular Meeting, the July 19, 2012 Special Meeting, and the July 25, 2012 Special Meeting were presented for approval. **A motion was made by Member Thamm, seconded by Member Miranda, to approve the Minutes as presented. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

IV. New Business

Variance

4.1 HARDEE AND LINDY KAVANAUGH (HDC 2012-29), 107 ESTRADA STREET, VARIANCE REQUESTED FROM LAND DEVELOPMENT CODE SECTIONS 4.02.07(I) REGARDING ACCESSORY DWELLING SQUARE FOOTAGE AND 4.02.07(K)(1) REGARDING FRONTAGE CORRIDOR SETBACKS.*(Quasi-Judicial)*

Ms. Burke provided details of this case as contained in the agenda support documents including that the first section of code was to accessory structures that limits them to 500 square feet in area per level and the second section was to setback with a minimum setback of 5 feet. She pointed out that the request was to utilize the existing structure at 107 Estrada Street as an accessory building for the new primary structure that received conceptual approval. She explained that the second reason for the deviation is to replace the existing eastern porch with a new porch. Details of the case included the proposed square footage of the accessory structure of approximately 870 square feet and the eastern porch constructed to

be 5 feet in width. Ms. Burke provided further details of the case from the agenda support documents including that the applicant met a positive finding of all ten of the criteria.

Ms. Lindy Kavanaugh, 715 San Fernando Street, explained that they wanted to do the right thing in keeping what is the existing part of the house. She referred to the photograph that was provided and pointed out that it shows that there was a porch. Member Meger briefly commented that the variance requirements are so stringent that nobody can ever take a structure like this and save it. He noted that the applicants were taking time and money to save the core of this structure and make it into a usable piece of property. He commended the Kavanaugh's for doing this. He expressed his opinion the HDC should have the ability to override the variance criteria and allow this type of project to occur.

Chair Cascone opened the public hearing at this time and there being no comments from the floor the public hearing was closed. Member Thamm agreed with the staff findings of the criteria in that they have been met and can be met under the circumstances. *The consensus of the board was that this case met the criteria for granting a variance.* **A motion was made by Member Thamm, seconded by Member Miranda, to approve HDC case 2012-29 and that the HDC make the following findings of fact and conclusions of law part of the record that HDC case 2012-29 as presented is substantially compliant with the Comprehensive Plan and Land Development Code to warrant approval at this time. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

Certificate of Appropriateness

OLD BUSINESS

4.2 HARDEE AND LINDY KAVANAUGH, 107 ESTRADA STREET (HDC 2012-21), CONSTRUCTION OF PORCH ON EAST ELEVATION AND REVIEW OF WINDOWS AND SIDING. (*Quasi-Judicial*)

Ms. Burke explained that this case was the associated Certificate of Appropriateness application for construction of porch on the east elevation from the variance request as well as a review of windows and siding. She commented that she did not have information on the condition of the existing siding. She pointed out that the proposal for the eastern porch is compliant with the standards and the guidelines. She stated that having a porch on the east elevation retains and preserves the historic character of the property. She explained that she recommended reusing some of the existing balustrades and railings if possible. She stated that the Old Town guidelines encourage building porches to the zero lot line. She referred to her memo with regard to cementitious siding products and commented that she was getting more requests and questions about this product. She stated that this would be addressed in the design guidelines update this year. She recommended approval of this request and provided additional details from her staff report.

Ms. Kavanaugh explained that they realize that if they use any of the existing materials that are in good condition they would save a lot of money as well as retain the historical value. She referred to the siding and stated that what was not in good condition would have to be replaced. Member Thamm commented that her only concern with retaining materials from the porch was that if the quality of the wood has changed. She stated that from living in a wooden house that the old wooden siding is great, but the new wooden siding has to be replaced often. Ms. Kavanaugh commented that it also depends on what side of the house it is, because the southern side has plywood with siding on it while the east side seems to be in better condition.

Chair Cascone opened the public hearing at this time and there being no comments from the floor the public hearing was closed. **A motion was made by Member Miranda, seconded by Member Thamm, to approve HDC case 2012-21 as to construction of a porch on the east elevation and restoration of windows and sidings subject to staff recommendations; and that the HDC make the following findings of fact and conclusions of law part of the record that HDC case 2012-21 as presented is substantially compliant with the Land Development Code, the Old Town Preservation Development Guidelines, and the Secretary of Interior Standards to warrant approval at this time.** Ms. Burke referred to the recommendation with regard to the windows and clarified that it was retain the windows and if not replacement would use windows with the same light pattern with raised muttons. Member Miranda stated that was part of his motion and he concurred with the staff recommendations. Ms. Kavanaugh explained that the windows are different on the back of the house, on the side of the house, and on the front of the house. She stated that the older windows are on the east side of the house, but not all of them are the same. She pointed out that they'd like all the windows to look like they match. She explained that they'd like to have windows like what is on her house that are more energy efficient (wood on the outside). Member Miranda suggested matching the oldest one with style and mutton pattern and make them all consistent.

Ms. Burke referred to siding and stated if they have to replace wood it would be replaced with wood. Ms. Kavanaugh pointed out that they only three sides have wooden siding and to match siding would be very expensive. Member Miranda clarified that it needed to be wood, but the type of wood was irrelevant once it is painted. He explained that you have to match the profile of what exists, because in a restoration project it is imperative to match with like materials and not go with a synthetic. Chair Cascone pointed out that it also depends on when they start pulling things off and what is found. She stated that they can go back to staff with how much will have to be replaced just in case this has to come back to the board. There was further discussion with the applicant for clarification and it was noted the applicants want to do the right thing while trying to use as much of the original materials as possible where feasible. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

NEW BUSINESS

4.3 GREG POWER, 714 SAN FERNANDO STREET (HDC 2012-30), REHABILITATION OF STRUCTURE INCLUDING DORMER ADDITION TO SOUTH ELEVATION. (*Quasi-Judicial*)

Ms. Burke provided details of this case as contained in the agenda support documents including that this house was not included in the 1985 survey and was listed as non-contributing in the National Register nominations. She stated that the Property Appraiser's records list a construction date of 1900 and the Sanborn maps from 1903 and 1909 show a single story frame structure with a front porch. She pointed out that the applicable standards were included in the staff report and provided further details from the staff report.

Mr. Greg Power, 919 White Street, explained that the house is owned by his brother-in-law. He stated that the existing windows were put in between 2001 and 2004 (one over one made of wood). He presented photographs to show that the windows were falling apart and the sashes were inoperable. He commented that he provided the window package because the house behind him used these windows. Chair Cascone inquired if all the windows have to be replaced. Mr. Power replied yes and stated that there was not one operable window in the house. He explained that the siding is novelty that he didn't know when it was put on. He pointed out that the siding was applied to the studs and there are mold issues and wet insulation. He commented that the only way he saw to make it a nice home was to keep what is in good solid condition as sheathing then put in windows and doors, re-trim it, and put siding on

the house. Photographs were also presented of the siding and the chimney. After a brief discussion, Mr. Power requested to utilize hardiboard with a 5 inch exposure. He stated that he would make it look like it does. He commented that on his house they did this and underneath is the novelty siding that was wrapped then siding was put over that. After some discussion about what Mr. Power was proposing for this project, Member Miranda questioned if the Sanborn maps showed a single story structure with a full width front porch. Ms. Burke explained that the dormers were added in 1992. Member Miranda commented that looking at the design he didn't think the novelty siding was original. Ms. Burke stated that she met the applicant at the house and a good part of the siding was rotting so it was likely that most of it is replacement at this point. Mr. Power pointed out that the rotten would be taken off and replaced with plywood. He stated that he didn't want to get into ripping the whole thing apart. Member Miranda noted the concern about the chimney and commented that without any mortar he was surprised that it lasted this long. He stated that it is a significant element to that design, but the building has been modified so much and the chimney was in such poor shape he didn't know if he would stop a bulldozer for it. Mr. Power pointed out that the chimney was in the center of the kitchen and there was only about 30 inches to get around it.

Chair Cascone opened the public hearing at this time and there being no comments from the floor the public hearing was closed. Member Thamm commented that she felt bad about the state that this house was in. She stated that she would like to preserve the chimney, but she couldn't see any reason to preserve it at this point. She noted that from the front of the house you can barely see the chimney. She referred to the siding and suggested doing what can be done to save the house at a reasonable cost for the people. Member Miranda questioned if the Simonton windows were an all vinyl window. Mr. Power replied yes. It was noted that these windows were used for a new construction project in Old Town. Member Miranda inquired if Mr. Power would be using the smooth hardi versus the textured. Mr. Power replied yes and pointed out that because of the code he would have to buy the eight inch. Member Thamm commented that in the past the HDC has approved vinyl or aluminum clad windows. Mr. Power explained that he could do \$350 per window opening. Member Miranda inquired about coming up with a list of acceptable windows. Ms. Burke commented that would be helpful and it would be good to have while working on the design guideline updates. There was further discussion about this case noting that the desire was to keep the windows historic looking.

Member Miranda agreed with approval of this as long as staff was comfortable if the applicant comes up with another window that has depth that would be acceptable. Ms. Burke concurred as long as either a sample or product material information is provided. Chair Cascone questioned the board about preserving the chimney. After a brief discussion, **a motion was made by Member Miranda, seconded by Member Thamm, to approve HDC case 2012-30 with the following recommendations: 1) the replacement windows be confirmed with staff the profile of the windows to match the aesthetic appearance of a historic window (at least a one over one), 2) that the hardiboard siding would be acceptable as long as the smooth finish siding is used, and 3) that removal of the existing chimney that is in poor shape is acceptable; and that the HDC make the following findings of fact and conclusions of law part of the record that HDC case 2012-30 as presented is substantially compliant with the Land Development Code, the Old Town Preservation Development Guidelines, and the Secretary of Interior Standards to warrant approval at this time. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

V. Staff Approved Certificates of Appropriateness (*Informational*)

- 5.1 J & A ROOFING, 201 CENTRE STREET (HDC SA 2012-55), REROOFING EXISTING STRUCTURE USING A TPO FIRESTONE ROOF SYSTEM.**

- 5.2 **CAMBRIDGE SOUTH, INC. C/O CLAYTON BUCHANAN, 402 CENTRE STREET (HDC SA 2012-56), RESURFACING EXISTING PARKING LOT, TO INCLUDE CONSTRUCTION OF DUMPSTER SCREENING (NO LESS THAN 6', NO MORE THAN 8' HIGH PER LDC) AND BRICK COLUMNS AT ENTRY.**
- 5.3 **CAMBRIDGE SOUTH, INC. C/O CLAYTON BUCHANAN, 202 CENTRE STREET (HDC SA 2012-57), REPAINTING OF BUILDING IN WHISPERING PINE (WALLS), OLIVE SPRIG AND DARK SAGE (BRICK TRIM) AND PINE FOREST (WINDOW TRIM).**
- 5.4 **SANTA MARIA PARTNERSHIP C/O DAVID JUSTYN, 303 CENTRE STREET (HDC SA 2012-58), REPAINTING TWO BAY WINDOWS, FRONT DOOR AND FIVE REAR DOORS IN DRIED WHEAT WITH TRICORN BLACK TRIM/ DOOR SLABS.**
- 5.5 **FRANCES CLARK C/O KAYLEY CORP., 29 SOUTH 3RD STREET (HDC SA 2012-59), REPLACEMENT OF DAMAGED RAMP RAILING AND DECKING AT WEST ELEVATION OF STRUCTURE TO MATCH EXISTING.**
- 5.6 **CAMBRIDGE SOUTH, INC. C/O THOMPSON AWNING, 520 CENTRE STREET (HDC SA 2012-60), INSTALLATION OF CANVAS ROLL AWNINGS ON WEST ELEVATION WINDOWS. AWNINGS TO BE SOLID DARK GREEN IN COLOR TO MATCH EXISTING AWNING ON NORTH/FRONT ELEVATION.**
- 5.7 **CAROL HAYS C/O JOHN COTNER, SOUTH 6TH STREET (00-00-31-1800-0034-0110) HDC SA 2012-61, FOR MODIFICATIONS TO HDC 2012-12 (NEW CONSTRUCTION), INCLUDING: 1) ADJUSTMENT TO DRIVEWAY, 2) ELIMINATION OF PAVEMENT IN REAR YARD, 3) EAST ELEVATION CHANGES = 2' STAIR WIDENING, LOWER GABLE BAND, MORE VERTICAL WINDOW PROPORTION, SINGLE DOOR, AND PORCH PIERS TERMINATED AT DECK, 4) NORTH ELEVATION CHANGES = 2 WINDOW DORMER VS. 3, METAL DORMER ROOF, ONE VERTICAL KITCHEN WINDOW, 5) WEST ELEVATION CHANGES = PICTURE UNIT AT BATH, 6' DOOR WITH TRANSOM, SHIFT WINDOW TO LEFT AT DOOR, OMIT MUNTINS THIS SIDE ONLY, 6) SOUTH ELEVATION CHANGES = 2 WINDOW DORMER VS. 3, METAL DORMER ROOF, DELETE TRANSOM LIGHTS AT 1ST LEVEL, AND 7) USE BOXED EAVES, USE THOROSEAL ON FOUNDATION, AND USE 2/2 WINDOWS.**
- 5.8 **DON QUIXOTE'S C/O CAMBRIDGE SOUTH, INC., 520 CENTRE STREET (HDC SA 2012-62), FOR INSTALLATION OF 12 SF PROJECTING SIGN.**
- 5.9 **KAREN VARNEY & ROGER KING, 111 SOUTH 7TH STREET (HDC SA 2012-63), INSTALLATION OF NEW METAL ROOF (26 GAUGE/SILVER) TO INCLUDE REMOVAL OF DETERIORATED CHIMNEY.**
- 5.10 **LARKIN GROVES INC. C/O LEWIS MURPHY JR., 301 CENTRE STREET (HDC SA 2012-64), INSTALLATION OF NEW METAL ROOF ON SECOND STORY COVERED PORCH AT NORTH/REAR ELEVATION.**
- 5.11 **JAMES MCINTYRE C/O GARY LEPIERRE, 1009 WHITE STREET (HDC SA 2012-65), ROOF REPAIR TO SOUTH / FRONT AND NORTH/REAR ROOF. SHINGLES TO MATCH EXISTING.**
- 5.12 **SALTY PELICAN C/O FAST SIGNS, 12 NORTH FRONT STREET (HDC SA 2012-66), INSTALLATION OF 12 SF ALUMINUM WALL SIGN AND PLACEMENT OF SANDWICH BOARD SIGN WITH CHALKBOARD SIGN.**
- 5.13 **SALTY PELICAN C/O T.J. PELLETIER, 12 NORTH FRONT STREET (HDC SA 2012-67), CONSTRUCTION OF AT GRADE WOODEN BOARDWALK AT WEST ELEVATION OF STRUCTURE, TO BE FULLY CONTAINED WITHIN PRIVATE PROPERTY BOUNDARIES.**

5.14 ROBERTO & MARINA PESTANA, 22 SOUTH 4TH STREET (HDC SA 2012-68), REPAINTING OF BUILDING, REPLACEMENT OF EXISTING AWNING AND INSTALLATION OF NEW AWNING ON NORTH ELEVATION.

There were no questions or concerns about the staff approved Certificates of Appropriateness.

VI. Requests from the audience to be heard on items not on the agenda. There were no requests from the audience to be heard.

VII. Board Business

7.1 BOARD ELECTIONS: CHAIR AND VICE-CHAIR – There was some discussion about this noting that Mr. Rasch was not opposed to being Vice-Chair. It was noted that Ms. Cascone had already served two years as Chair. **A nomination was made by Member Thamm to have Mr. Miranda serve as Chair.** After a brief discussion, **the nomination was seconded by Member Meger. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

A motion was made by Member Thamm, seconded by Member Miranda, to nominate Mr. Chris Rasch as Vice-Chair. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

7.2 BOARD REPORTS – Member Thamm noted that the Beech Street Grill was up for sale and the Marina Restaurant is in foreclosure. She expressed her concern about two very prominent historic buildings that could have new owners that might not understand the importance of historic buildings. She expressed her hope that there would be some sort of outreach prior to remodeling or knocking down walls. Ms. Burke commented that she didn't have much latitude as far as interiors. She stated that there has been an uptake of businesses that want to locate downtown as well as people wanting to live downtown. She explained that she was impressed because a lot of them come to her first even if they are just looking.

VIII. Staff Report – Ms. Burke explained that the City received five responses for the quote request for a consultant for the design guidelines. She commented that the committee would evaluate the responses next Thursday and make a decision. She stated that after that it would go to the City Manager for approval. She explained that they had the grant review panel for the Old Town project and there were more applicants this year for the money. She extended her thanks to Adam for his hard work on the staff reports for Old Town and the phenomenal job he did on the beach documentation project.

Ms. Burke regretfully announced that this was Ms. Williams last meeting with the board. Chair Cascone read a Proclamation in full expressing sincere appreciation to Ms. Williams for her support to the HDC over the last 9 years. The board members wished Ms. Williams the best.

IX. Adjournment - There being no further business to come before the Historic District Council, the meeting was adjourned at 6:32 pm.



Jose Miranda, Chair

A handwritten signature in black ink, appearing to read 'CR', is positioned above a horizontal line.

Chris Rasch, Vice Chair



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2020-34
SEPTEMBER 30, 2020

Owner/Applicant:	Cotner Associates, Inc. Architects, agent for Marilyn C. Leibman, owner
Property Address:	200 Block of N 2 nd Street
Parcel ID #	00-00-31-1800-0008-0020
Current zoning:	C-3
FLUM land use category:	Central Business District
Existing uses on the site:	Vacant
FL Master Site File #	N/A
Year Built:	N/A
Contributing Status:	N/A
Requested action:	Conceptual Certificate of Approval (COA) to construct two single family dwellings on three 25' lots of record.

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



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is seeking approval to construct two 3-story single family homes. This structure is located within the Waterfront Community Redevelopment Area (CRA).

APPLICABLE GUIDELINES:

[SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION](#)

[CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE](#)

[WATERFRONT COMMUNITY REDEVELOPEMENT AREA \(CRA\)](#)

ANALYSIS:

The proposed structures are compliant with the CRA Guidelines on a conceptual level.

STAFF RECOMMENDATION:

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

Staff recommends:

CONCEPTUAL APPROVAL of HDC 2020-34

MOTION TO CONSIDER:

I move to **conceptually approve or deny** HDC case number 2020-34 **with or without** conditions;

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

That HDC case 2020-34, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Waterfront Community Redevelopment Area (CRA) to warrant conceptual approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2020-34 Application and Backup Materials

Respectfully Submitted,



Salvatore J. Cumella
Historic Preservation Planner

HISTORIC DISTRICT COUNCIL (HDC)

Certificate of Approval
ApplicationDEPARTMENT OF
PLANNING & CONSERVATION

204 ASH STREET
FERNANDINA BEACH, FL 32034
904 310-3480
www.fbpl.us/planning

USE THIS FORM TO

Apply for approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA). Projects may require either a Board-level review or a Staff-level review.

FEES

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

Type of Review	Fee
Certificate of Approval (COA): Staff Review	\$20
Certificate of Approval (COA): Board Review - Residential	\$200
Certificate of Approval (COA): Board Review - Commercial	\$250
Demolition of a Primary Structure - Non-Contributing	\$300
Demolition of a Primary Structure - Contributing	\$1,200
After-the-Fact Certificate of Approval (COA): Staff Review	\$80
After-the-Fact Certificate of Approval (COA): Board Review	\$1,000

BASIS FOR REVIEW

All applications, whether Staff or Board review, are reviewed for consistency with the City of Fernandina Beach Comprehensive Plan, Land Development Code, and applicable guidelines such as the Downtown Historic District Design Guidelines, Old Town Fernandina Preservation and Development Guidelines, and the Community Redevelopment Area (CRA) Design Guidelines. Guidelines for the Historic Districts are based on the U.S. Secretary of the Interior's Standards for Rehabilitation.

PROJECT TYPE:

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

*One free amendment is included with board reviews. Subsequent amendments will be charged full COA fees.

APPROVAL TYPE:

See Certificate of Approval Matrix

☐ Staff Approval

☒ Board Approval: ☒ Conceptual or ☐ Final

PROPERTY INFORMATION: Property information can be found at the [Nassau County Property Appraiser's Website](#) → Map Search

Overlay District: Waterfront Community Redevelopment ☒

Site Address N 2nd St

Parcel ID #(s) 00 - 00 - 00 - 1800 - 0008 - 0020

Zoning District choose zoning Future Land Use Designation Industrial ☒

OWNER OF
RECORD

As recorded with the Nassau County Property Appraiser

OWNER'S
AGENT

If other than owner. If an agent will be representing the owner, an **Owner's Authorization For Agent Representation** form must be included

Owner(s) Name

Marilyn C Leibman

Applicant Name

Company (if applicable)

Street Address

P.O. Box 150

City State Zip

Sound Beach, NY 11789

Telephone Number

E-Mail Address

tim@fcginc.net

Corporation or Company

Cotner Associates, Inc. Architects

Street Address

9 S 3rd St

City State Zip

Fernandina Beach, FL 32034

Telephone Number

904-277-4593

E-Mail Address

john@cotnerassociates.com

Historic District Council Meetings are held the 3rd Thursday of the month at 5PM in the City Commission Chambers (204 Ash Street)

Application Deadline (4:30PM)	Dec 19 2019	Jan 16 2020	Feb 20 2020	Mar 19 2020	Apr 09 2020	May 07 2020	Jun 04 2020	Jul 09 2020	Aug 06 2020	Sep 03 2020	Oct 08 2020	Nov 05 2020	Dec 10 2020	Jan 07 2021
Meeting Date	Jan 16 2020	Feb 20 2020	Mar 19 2020	Apr 16 2020	May 21 2020	Jun 18 2020	Jul 16 2020	Aug 20 2020	Sep 17 2020	Oct 15 2020	Nov 19 2020	Dec 17 2020	Jan 21 2021	Feb 18 2021

IMPORTANT NOTES



PRE-APPLICATION MEETING

To guide you through the process and to ensure that your application is properly processed, you'll need to meet with the Preservation Planner prior to submitting your application. This should be done at least 45 days prior to your anticipated submittal date to allow time for review.

Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, or zoning permit (if required).



CONCEPTUAL APPROVALS

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



Application Requirements

- ☐ A complete/ signed application;
- ☐ Proof of Ownership (copy of deed or tax statement);
- ☐ A current survey of the property, for new construction and any change to existing footprint. (no older than two years);
- ☐ Scaled elevations & plans;
- ☐ Photographs;
- ☐ Any additional backup materials, as necessary;
- ☐ If applying as an agent, *Owner's Authorization for Agent Representation* form must be signed/ notarized and submitted as part of the application;
- ☐ For window replacement, a *Window Survey* must be completed.

PROJECT DESCRIPTION

DESCRIBE THE PROPOSED PROJECT AND MATERIALS.

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

Construction of (2) single family homes on (3) 25' lots of record. Houses are 3 stry consisting of approximately 2400s.f. + 2 car garage each. Properties are to utilize (1) common drive via easement.

Complete/current survey will be provided at time of final review as this concept submittal is to finalize the due diligence process on this property.

Also, final color selections/chips will be provided at time of final but the following paints the general picture of the palette.

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

Project Scope	Manufacturer	Product Description	FL Product Approval #	Color (Name/Number)
Exterior Fabric	Hardie	Lap siding		Light sage
Doors	PGT			Bronze
Windows	PGT			Bronze
Roofing	Pac-Clad	5-v		Mill gavalum
Fascia/Trim	Hardie	trim & soffit		Cream
Foundation	Stucco	Sand finish		Natural
Shutters	NA			
Porch/Deck	Brick paver & #1 pine			Earth blend & Natural
Fencing	Hog board			Natural
Driveways/ Sidewalks	Tremron	Pervious		Earthtone blend
Signage	NA			
Other	Guardrails	Fabricated aluminum & wire		Natural mill

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

**Did You Remember...**

- ☐ Review the Historic District Application Checklist to ensure you are including all required materials. If all requirements are not submitted, it may delay your approval;
- ☐ Review the applicable [Downtown, Old Town, or CRA Guidelines](#);
- ☐ Review the [Secretary of the Interior's Standards](#);
- ☐ A pre-application meeting is required before a final application for Board Review can be processed.



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

- ☐ Historic District Overlays – see LDC Section 8.01.01
- ☐ Specific Requirements within the OT-1 and OT-2 Zoning Districts – see LDC Section 8.01.01.02
- ☐ Amelia River Waterfront Community Redevelopment Area – see LDC Section 8.01.02
- ☐ Application Process for Certificate of Approval – see LDC Section 8.03.03
- ☐ Signage in the Historic Districts and Community Redevelopment Area – see LDC Section 8.01.03
- ☐ Application Process for Certificate of Approval – see LDC Section 8.03.03
- ☐ Requirements for Demolition Applications – see LDC Section 8.03.03.01
- ☐ Appeals - see LDC Section 8.03.09

The LDC is available for review at www.fbfl.us/LDC

**APPEALS**

An applicant may appeal the HDC's decision for variances to a court of record as outlined in LDC Section 10.02.04(D).

The petition shall be presented to within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

CERTIFICATION

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

1. *I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.*
2. *I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.*
3. *I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.*
4. *I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.*
5. *I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).*
6. *I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.*
7. *I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.*
8. *I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.*
9. *I/We understand that Certificates of Approval are only valid for **one (1) year** from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.*

John M. Cotner

Applicant (Signature)

08/06/2020

Date



Please submit this application and all backup materials via email to Planninginfo@fbfl.city

Please include applicants name and project address in subject line.

PRINT

CLEAR FORM

To be completed by city staff
HDC 2020-34

Revised 3/23/2020



OWNER'S AUTHORIZATION FOR AGENT REPRESENTATION

I / WE MARILYN C. LEIBMAN
(print name of property owner(s))

hereby authorize: JOHN COTNER ASSOCIATES
(print name of agent)

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

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

Marilyn C. Leibman
(Signature of owner)

(Signature of owner)

MARILYN C. LEIBMAN
(Print name of owner)

(Print name of owner)

STATE OF ~~FLORIDA~~ NEW YORK
COUNTY OF ~~NASSAU~~ SUFFOLK ss }

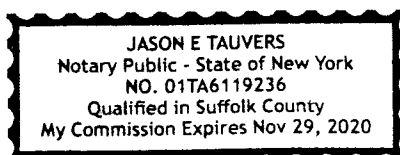
Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 29 day
of July, 2020, by Marilyn C. Leibman.

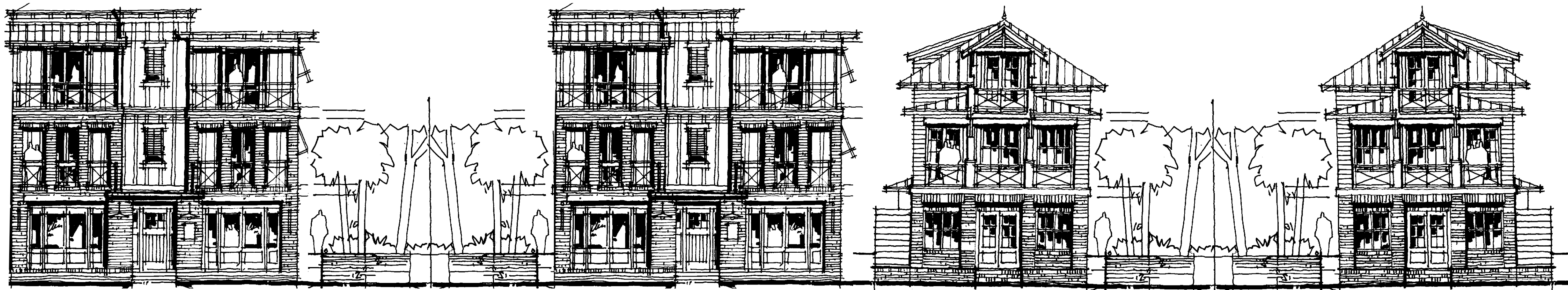
[Signature]
Notary Public

Jason E Tauvers
Printed Name

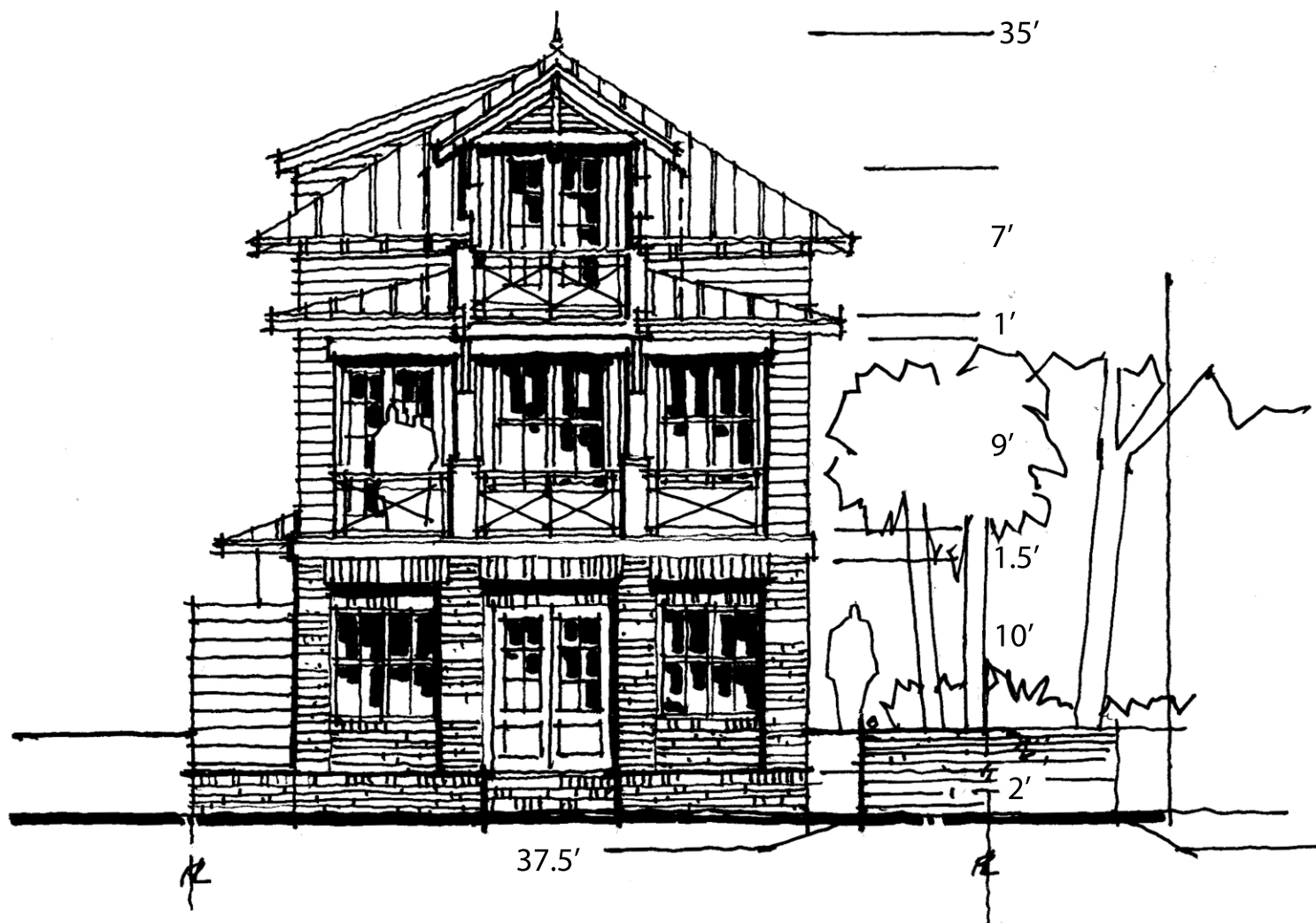
Nov 29, 2020
My Commission Expires

Personally Known ☒ OR Produced Identification ☐ ID Produced: ☐





NORTH 2ND ST. CONCEPT
FOR ARTISAN 7-15-2020
COTNER ASSOCIATES, INC. ARCHITECTS



NORTH 2ND ST. CONCEPT

FOR ARTISAN 7-15-2020

COTNER ASSOCIATES, INC. ARCHITECTS



NORTH 2ND ST. CONCEPT



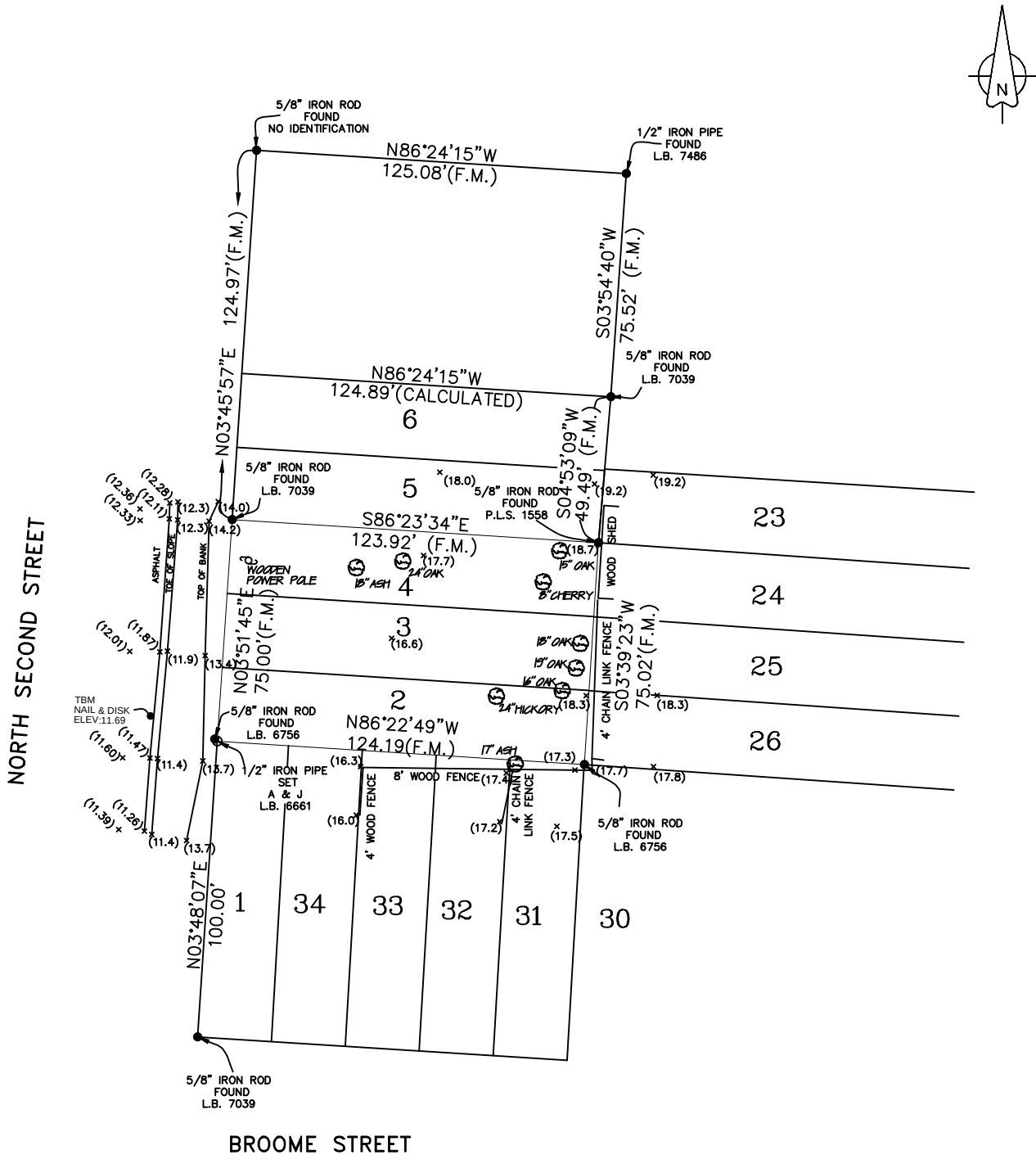
FOR ARTISAN 7-15-2020

COTNER ASSOCIATES, INC. ARCHITECTS

MAP SHOWING BOUNDARY SURVEY OF

LEGAL DESCRIPTION AS CONTAINED WITHIN THAT TITLE COMMITMENT PREPARED BY OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY, DATED JUNE 18, 2020 AT 5:00 PM, COMMITMENT NUMBER 200088115:

LOT TWO (2), LOT THREE (3) AND LOT FOUR (4) BLOCK EIGHT (8), CITY OF FERNANDINA BEACH, N/K/A CITY OF FERNANDINA BEACH, ACCORDING TO THE PLAT OF SAID CITY (AS LITHOGRAPHED AND ISSUED BY THE FLORIDA RIALROAD COMPANY IN 1856 AND ENLARGED, REVISED AND REISSUED BY THE FLORIDA TOWER IMPROVEMENT COMPANY IN 1887 AND 1901).



NOTE: NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER. ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.

NOTES:

1. BEARINGS ARE ASSUMED FROM THE EAST RIGHT OF WAY LINE OF NORTH SECOND STREET.
2. THIS IS A BOUNDARY SURVEY OF THE LANDS DESCRIBED HEREON.
3. ELEVATIONS SHOWN THUS (15.0) REFER TO THE US DEPARTMENT OF COMMERCE, NATIONAL OCEANIC & ATMOSPHERIC ADMINISTRATION (NOAA), NATIONAL GEODETIC SURVEY (NGS) DATUM, NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 83) OF 1988.
4. BY GRAPHIC PLOTTING ONLY, THE PROPERTY SHOWN HEREON APPEARS TO LIES WITHIN ZONE: "X" AS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY (F.E.M.A.), NATIONAL FLOOD INSURANCE PROGRAM, FLOOD INSURANCE RATE MAP (F.I.R.M.) COMMUNITY PANEL NUMBER: 120172 0237G; MAP NUMBER 12089C0237G; MAP REVISED DATE: 08/02/2017.
5. UNLESS OTHERWISE NOTED, ANY PORTION OF THE PARCEL THAT MAY BE DEEMED AS WETLANDS BY STATE OR GOVERNMENTAL AGENCIES, HAS BEEN DETERMINED AND ANY LIABILITY RESULTING THEREFROM IS NOT THE RESPONSIBILITY OF THE UNDERSIGNED.
6. THERE MAY BE RESTRICTIONS OR EASEMENTS OF RECORD EVIDENCED BY TITLE EXAMINATION THAT HAVE NOT BEEN SHOWN HEREON.

ABBREVIATIONS THAT MAY BE USED IN THIS SURVEY

P.C.P.	PERMANENT CONTROL POINT	ESMT	EASEMENT
P.R.M.	PERMANENT REFERENCE MONUMENT	L.B.	LICENSED BUSINESS
P.O.C.	POINT ON CURVE	WM	WATER METER
P.O.B.	POINT OF BEGINNING	CLF	CHAIN LINK FENCE
P.O.R.	POINT OF REFERENCE	WPF	WOOD PRIVACY FENCE
P.C.	POINT OF CURVATURE	A/C	AIR CONDITIONER
P.T.	POINT OF TANGENCY	W/	WITH
P.C.C.	POINT OF COMPOUND CURVE	OHL	OVERHEAD LINES
P.R.C.	POINT OF REVERSE CURVATURE	F.M.	FIELD MEASURED
P.I.	POINT OF INTERSECTION	RAD=	RADIUS EQUALS
R/W	RIGHT OF WAY	ARC=	ARC LENGTH EQUALS
O.R.V.	OFFICIAL RECORDS VOLUME	CH=	CHORD BEARING & DISTANCE EQUALS
D.B.	DEED BOOK	I.P.	IRON ROD
P.G.	PAGE	CONC.	CONCRETE
BRL	BUILDING RESTRICTION LINE		

LEGEND

- DENOTES CONCRETE MONUMENT
- x-x DENOTES 6" VINYL FENCE
- DENOTES 1/2" IRON PIPE SET (LB 6661)
- DENOTES 1/2" IRON PIPE FOUND (LB 1361)
- DENOTES SET NAIL & DISK (LB 6661)

DATE JUNE 18, 2020
SCALE 1" = 40'
JOB NO. 50139
F. BOOK(S) 569
PAGE(S) 74
COMPUTER LOT 2_3_4 BLOCK 8.DWG
FILE NAME

A & J LAND SURVEYORS, INC.
CERTIFICATE OF AUTHORIZATION NO. LB 6661
PROFESSIONAL LAND SURVEYORS
5847 LUELLA STREET
JACKSONVILLE, FLORIDA 32207

OFFICE: (904) 346-1733
FAX: (904) 346-1736

JONATHON B. BOWAN
STATE OF FLORIDA, REGISTERED
LAND SURVEYOR, CERTIFICATE No. 4600



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2020-36
OCTOBER 12, 2020

Owner/Applicant:	Seth Judd Construction LLC, agent for Heidi Cormier, owner.
Property Address:	229 S. 8 th Street
Parcel ID #	00-00-31-1800-0040-0052
Requested action:	Certificate of Approval (COA) to replace 17 windows
Current zoning:	C-3
FLUM land use category:	Central Business District
Existing uses on the site:	Mixed Use
FL Master Site File #	8NA00507
Year Built:	1903 (FMSF)
Contributing Status:	Contributing

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





SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

Constructed as a private residence circa 1903, this two-story frame vernacular building is noteworthy for its paired windows and front facing gables. It is similar in design to the adjoining home at 225 S. 8th Street. The property is currently used commercially at the first floor and residentially at the second floor.

The applicant is seeking to replace 17 original wood windows with Insignia brand “Criterion Resin” windows.

APPLICABLE GUIDELINES:

- [CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE](#)
- [DOWNTOWN HISTORIC DISTRICT DESIGN GUIDELINES](#)
- [SECRETARY OF THE INTERIOR’S STANDARDS FOR REHABILITATION](#)

ANALYSIS:

The Downtown Historic District Design Guidelines state that “*Windows are functional and aesthetic, helping to convey a building’s particular style... Preserving windows and their components helps uphold the architectural integrity of the district as a whole.*” – pg 92

The guidelines state that historic windows should be preserved. If damaged, historic windows should be repaired appropriately by a contractor experienced in the repair of historic materials. Replacement of a

historic window should only be undertaken if a window is beyond repair. A replacement window should match the original in design, construction, and materials to compliment the remaining historic windows. The proposed windows are incompatible in material and design with the home and its original windows.

Wholesale replacement of a historic property's windows is not an appropriate rehabilitation treatment. The applicant has not provided substantial evidence as to the need for window replacement. Additionally, the proposal does not meet the Secretary of the Interior's Standards number 1, 2, 5, 6, & 9.

STAFF RECOMMENDATION:

Staff finds that the requested action, as presented, is not consistent with the Comprehensive Plan, the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Design Guidelines.

Staff recommends:

DENIAL of HDC 2020-36

MOTION TO CONSIDER:

I move to **approve or deny** case number HDC 2020-36 **with or without** conditions;

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

That HDC case HDC 2020-36, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Design Guidelines to warrant approval at this time.

LIST OF EXHIBITS:

- EXHIBIT 1 HDC 2020-36 Application and Backup Materials**
- EXHIBIT 2 FL Master Site File 8NA00507**
- EXHIBIT 3 Preservation Brief 9: The Repair of Historic Wooden Windows**

Respectfully Submitted,



Salvatore J. Cumella
Historic Preservation Planner

Print

Historic District Council (HDC) Certificate of Approval (COA) Application - Submission #5844

Date Submitted: 8/21/2020

HISTORIC DISTRICT COUNCIL (HDC): CERTIFICATE OF APPROVAL (COA) APPLICATION

USE THIS FORM TO Apply for approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA). Projects may require either a Board-level review or a Staff-level review.

Fees

- | | |
|---|---|
| ☐ Certificate of Approval (COA): Staff Review \$20 | ☐ Demolition of a Primary Structure â€œ Contributing \$1,200 |
| ☒ Certificate of Approval (COA): Board Review - Residential \$200 | ☐ After-the-Fact Certificate of Approval (COA): Staff Review \$80 |
| ☐ Certificate of Approval (COA): Board Review - Commercial \$250 | ☐ After-the-Fact Certificate of Approval (COA): Board Review \$1,000 |
| ☐ Demolition of a Primary Structure â€œ Non-Contributing \$300 | ☐ Amendment to Previously Approved COA - First Amendment Free |

Basis for Review

All applications, whether Staff or Board review, are reviewed for consistency with the City of Fernandina Beach Comprehensive Plan, Land Development Code, and applicable guidelines such as the Downtown Historic District Design Guidelines, Old Town Fernandina Preservation and Development Guidelines, and the Community Redevelopment Area (CRA) Design Guidelines. Guidelines for the Historic Districts are based on the U.S. Secretary of the Interiorâ€™s Standards for Rehabilitation.

HDC 2020



IMPORTANT NOTES

Conceptual Approvals

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

Pre-Application Meeting

To guide you through the process and to ensure that your application is properly processed, you™ need to meet with the Preservation Planner prior to submitting your application. This should be done at least 45 days prior to your anticipated submittal date to allow time for review. Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, or zoning permit (if required).

Application Requirements

- | | |
|---|--|
| ☒ A complete/ signed application; | ☒ Photographs; |
| ☒ Proof of Ownership (copy of deed or tax statement); | ☒ Any additional backup materials, as necessary; |
| ☒ A current survey of the property, for new construction and any change to existing footprint. (no older than two years); | ☒ If applying as an agent, Owner's Authorization for Agent Representation form must be signed/ notarized and submitted as part of the application; |
| ☒ Scaled elevations & plans; | ☒ For window replacement, a Window Survey must be completed. |

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

- ☒ Historic District Overlays " see LDC Section 8.01.01
- ☐ Specific Requirements within the OT-1 and OT-2 Zoning Districts " see LDC Section 8.01.01.02
- ☐ Amelia River Waterfront Community Redevelopment Area " see LDC Section 8.01.02
- ☐ Application Process for Certificate of Approval " see LDC Section 8.03.03
- ☐ Signage in the Historic Districts and Community Redevelopment Area " see LDC Section 8.01.03
- ☐ Requirements for Demolition Applications " see LDC Section 8.03.03.01
- ☐ Appeals - see LDC Section 8.03.09

The LDC is Available for Review at

www.fbfl.us/LDC

Appeals

An applicant may appeal the HDC's decision for variances to a court of record as outlined in LDC Section 10.02.04(D). The petition shall be presented to within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

PROJECT TYPE*

Repair

Choose all that applies.

APPROVAL TYPE*

Board Approval: Final

See Certificate of Approval Matrix for details

Previously approved case

PROPERTY INFORMATION

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

Historic District***Site Address*****City*****State*****Zip Code*****Parcel ID #(s)*****OWNER OF RECORD**

As recorded with the Nassau County Property Appraiser

First Name***Last Name*****Mailing Address*****City*****State*****Zip Code*****Telephone Number*****E-mail Address*****OWNER'S AGENT**

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

First Name***Last Name*****Company (if applicable)****Street Address****City****State****Zip****Telephone Number****E-mail Address**

Project Description*

Replacing 19 Windows. LIKE FOR LIKE REPLACEMENT 17 Double Hung Window Insignia, TG2, White/White 1. Entry 21 3/4 x 69 1/8 - DH 2. Entry 21 3/4 x 69 1/8 - DH 3. Entry 30 7/8 x 69 1/8 - DH 4. Massage 34 1/2 x 40 7/8 - DH 5. Massage 35 5/8 x 68 6. Massage 35 5/8 x 68 7. Wash 30 7/8 x 70 8. Wash - 30 7/8 x 70 9. Front Bath 36 1/4 x 45 1/2 - Tempered 10. Booth 21 3/4 x 69 1/8 11. Booth - 21 3/4 x 69 1/8 12. Booth 32 x 68 7/8 13. Booth 65 1/2 x 68 7/8 - 2DH 14. Booth 31 1/2 x 68 1/2 - DH 15. Booth 31 3/4 x 68 1/2 - DH 16. Booth 36 1/8 x 68 7/8 17. Booth 31 3/4 x 69 - DH

Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s).

MATERIALS

List all proposed materials and colors, as applicable

EXTERIOR FABRIC

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

DOORS

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

WINDOWS

Manufacturer	Product Description	Color
Associated Materials Inc	FL-11720.13 Include FL Product Approval # for Windows and Doors	White (Name/Number)

ROOFING

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

FASCIA/TRIM

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

FOUNDATION

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

SHUTTERS

Manufacturer	Product Description	Color
	 Include FL Product Approval # for Windows and Doors	 (Name/Number)

PORCH/DECK

Manufacturer	Product Description	Color
	 Include FL Product Approval # for Windows and Doors	 (Name/Number)

FENCING

Manufacturer	Product Description	Color
	 Include FL Product Approval # for Windows and Doors	 (Name/Number)

DRIVEWAYS/SIDEWALKS

Manufacturer	Product Description	Color
	 Include FL Product Approval # for Windows and Doors	 (Name/Number)

SIGNAGE

Manufacturer	Product Description	Color
	 Include FL Product Approval # for Windows and Doors	 (Name/Number)

OTHER

Manufacturer	Product Description	Color
	 Include FL Product Approval # for Windows and Doors	 (Name/Number)

Please upload supplemental documentation and all product brochures, paint color samples, etc.

Upload 1 Choose File No file selected	Upload 2 Choose File No file selected	Upload 3 Choose File No file selected	Upload 4 Choose File No file selected
Upload 5 Choose File No file selected	Upload 6 Choose File No file selected	Upload 7 Choose File No file selected	Upload 8 Choose File No file selected

Certification*



By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application.



I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.
5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).
6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.
7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.
8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.
9. I/We understand that Certificates of Approval are only valid for one (1) year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

Applicant First Name*

Seth

Applicant Last Name*

Judd

Today's Date*

8/21/2020



DEPARTMENT OF PLANNING & CONSERVATION

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



**OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION**

I /WE Heidi Sherell Cormier
(print name of property owner(s))

hereby authorize: Seth Judd with Apex Energy Group
(print name of agent)

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

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

[Signature]
(Signature of owner)

[Signature]
(Signature of owner)

Heidi Sherell Cormier
(Print name of owner)

[Signature]
(Print name of owner)

STATE OF FLORIDA

COUNTY OF NASSAU

SS }

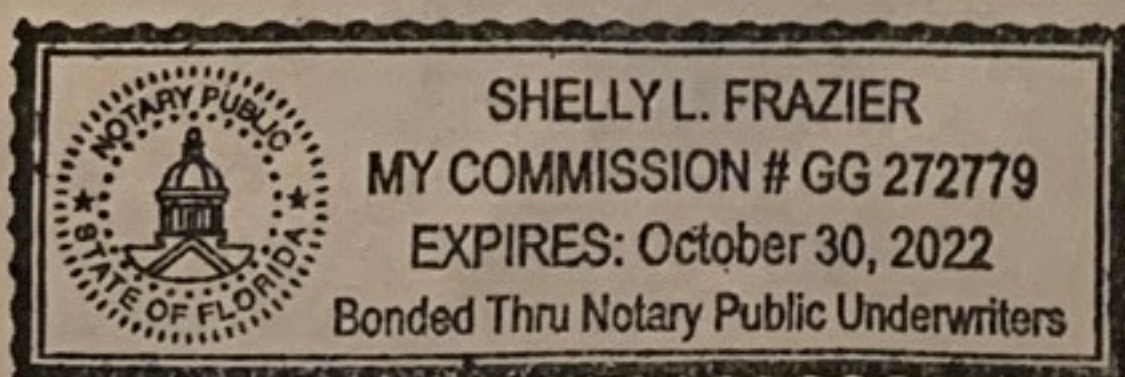
Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 25th day of August, 2020, by Heidi Cormier.

Shelly L. Frazier
Notary Public

Shelly L. Frazier
Printed Name

10/30/2022
My Commission Expires

Personally Known _____ OR Produced Identification ☒ ID Produced: Florida Driver's License



From: [Jarrod Johnson](#)
To: [Sylvie McCann](#)
Cc: [Seth Judd](#)
Subject: Window Replacement Cormier
Date: Thursday, August 27, 2020 2:34:32 PM

Hello,

This is Jarrod with Apex Energy group. We received your reply that the application data was corrupted.

Here is the details of the proposed project.

Heidi Cormier
229 S. Eighth Street, Fernandina Beach FL 32034

17 Windows are to be replaced. The proposed window to install is labeled as Insignia, it was engineered to be a Historic Replica of a European Wood Window, without the problems/maintenance of wood. Insignia is engineered to the highest standard for windows. They meet and exceed all governmental and are visually appealing. They are also triple pane, providing even more protection from the outside elements. To find out more about Insignia, and to see real world applications, please follow the link below.

<http://www.insigniawindow.com/>

On the application it asked for submittal of proposed opening sizes. I've attached those below.

1. Entry $21 \frac{3}{4} \times 69 \frac{1}{8}$
2. Entry – $21 \frac{3}{4} \times 69 \frac{1}{8}$
3. Entry – $30 \frac{7}{8} \times 69 \frac{1}{8}$
4. Massage – $34 \frac{1}{2} \times 40 \frac{7}{8}$
5. Massage – $35 \frac{5}{8} \times 68$
6. Massage – $35 \frac{5}{8} \times 68$
7. Wash – $30 \frac{7}{8} \times 70$
8. Wash - $30 \frac{7}{8} \times 70$
9. Front Bath – $36 \frac{1}{4} \times 45 \frac{1}{2}$
10. Booth – $21 \frac{3}{4} \times 69 \frac{1}{8}$
11. Booth - $21 \frac{3}{4} \times 69 \frac{1}{8}$

- 12. Booth – 32 x 68 7/8
- 13. Booth – 65 ½ x 68 7/8
- 14. Booth – 31 ½ x 68 ½
- 15. Booth – 31 ¾ x 68 ½ -
- 16. Booth – 36 1/8 x 68 7/8
- 17. Booth – 31 ¾ x 69 -

Please contact me for any further questions.

Thank you,



Jarrold Johnson / Senior Master Installer

jdjohnson@apexenergygroup.com

C: [904.487.9541](tel:904.487.9541)

Apex Energy Solutions

T: [904.540.8973](tel:904.540.8973)

5220 Shad Rd STE 405, Jacksonville, FL 32257

<http://www.apexenergygroup.com>



HISTORICAL STRUCTURE FORM

Electronic Version 1.1.0

Site #8 **NA00507**

Recorder # **276**

Field Date **3/20/2007**

Form Date **3/30/2007**

FormNo **200703**

FormNo = Field Date (YYYYMM)

First Site Form Recorded for this Site? **NO**

GENERAL INFORMATION

Site Name (address if none) **229 South 8th St**

Multiple Listing (DHR only)

Other Names

>>

Survey or Project Name

Survey#

National Register Category **Building(s)**

LOCATION & IDENTIFICATION

Address

Street No.	Direction	Street Name	Street Type	Direction Suffix
229	South	8th	Street	

Cross Streets (nearest/ between)

City / Town (within 3 miles) **Fernandina Beach**

In Current City Limits? **YES**

County **Nassau**

Tax Parcel #(s)

Block

Lot

Subdivision Name

Ownership

Name of Public Tract (e.g., park)

Route to (especially if no street address)

MAPPING

USGS 7.5' Map Name

Publication Date

>> **FERNANDINA BEACH; 2003**

Township: Range: Section: 1/4 section:

>> **3N ; 28E ; 22 ; UNSP**

Irregular Section Name:

Landgrant

UTM: Zone Easting Northing

Plat or Other Map (map's name, location)

DESCRIPTION

Style **Frame Vernacular**

Other Style

Exterior Plan **Rectangular**

Other Exterior Plan

Number of Stories **2**

Structural System(s)

>> **Wood frame**

Other Structural System(s)

Foundation Type(s)

>> **Piers**

Other Foundation Types

Foundation Material(s)

>> **Brick**

Other Foundation Material(s)

Exterior Fabric(s)

>> **Clapboard**

Other Exterior Fabric(s)

Roof Type(s)

>> **Gable**

Other Roof Type(s)

Roof Material(s)

>> **Composition shingles**

Other Roof Material(s)

Roof Secondary Structure(s) (dormers etc)

>> **Cross gable**

Other Roof Secondary Structure(s)

Number of Chimneys **1**

Chimney Material **Brick**

Other Chimney Material(s)

Chimney Location(s) **south slope**

HISTORICAL STRUCTURE FORM

8NA00507

DESCRIPTION (continued)

Window Descriptions 1/1, 2/2

Main Entrance Description (stylistic details)

Porches: #open 1 #closed #incised Location(s) east

Porch Roof Type(s) flat

Exterior Ornament

Interior Plan

Other Interior Plan

Condition Good

Structure Surroundings

Commercial: SOME of this category Residential: SOME of this category

Institutional: Undeveloped:

Ancillary Features (Number / type of outbuildings, major landscape features)

Archaeological Remains (describe): none

If archaeological remains are present, was an Archaeological Site Form completed?

Narrative Description (optional)

HISTORY

Construction year 1900

Architect (last name first):

Builder (last name first):

Changes in Locations or Conditions

Type of Change	Year of Change	Date Change Noted	Description of Changes
>>			

Structure Use History

Use Year Use Started Year Use Ended >> Private residence; 1900;

Other Structure Uses

Ownership History (especially original owner, dates, profession, etc.)

RESEARCH METHODS

Research Methods

>> FL Master Site File-Cultural Resources

Other research methods

SURVEYOR'S EVALUATION OF SITE

Potentially Eligible for a Local Register?

Name of Local Register if Eligible

Individually Eligible for National Register? NO

Potential Contributor to NR District? YES

Area(s) of historical significance

>> Community planning & development

Other Historical Associations

Explanation of Evaluation (required) The resource contributes to the Fernandina Beach Historic District, which was listed in the NRHP in 1973 with a district boundary expansion in 1987.

HISTORICAL STRUCTURE FORM

8NA00507

DOCUMENTATION (Photos, Plans, etc.)

Photographic Negatives or Other Collections Not Filed with FMSF. Including Field Notes, Plans, other Important Documents.

Document type: _____

Maintaining Organization: _____

File or Accession #: _____

Descriptive Information: _____

>> _____

RECORDER INFORMATION

Recorder Name (Last, First) Bland, Myles

Recorder Address / Phone 7035 Phillips HWY Ste. 5-129 Jacksonville, FL 904-448-4429

Recorder Affiliation Bland & Associates, Inc Other Affiliation _____

Is a Text-Only Supplement File Attached (Surveyor Only)? NO

***** MASTER SITE FILE USE ONLY *****

Cultural Resource Type: SS

Electronic Form Used: S110

Form Type Code: NORM

Form Quality Ranking: NEW

Form Status Code: SCAT

Supplement Information Status: NO SUPPLEMENT

Supplement File Status: NO SUPPLEMENT FILE

FMSF Staffer: _____

Computer Entry Date: 5/28/2007

Form Comments: _____

SHPO's Evaluation of Resource

_____ Date _____

REQUIRED PAPER ATTACHMENTS

- (1) USGS 7.5" MAP WITH STRUCTURE PINPOINTED IN RED
- (2) LARGE SCALE STREET OR PLAT MAP
- (3) PHOTO OF MAIN FACADE, B&W, AT LEAST 3"X5"

NA00507-200703

Supplementary Printout

- > **USGS map name/year of publication or revision:**
FERNANDINA BEACH;2003
- > **Township/Range/Section/Qtr:**
3N ;28E ;22;UNSP
- > **Structural system(s):**
Wood frame
- > **Foundation types:**
Piers
- > **Foundation materials:**
Brick
- > **Exterior fabrics:**
Clapboard
Wood shingles
- > **Roof types:**
Gable
- > **Roof materials:**
Composition shingles
- > **Roof secondary structures (dormers etc):**
Cross gable
Flat extension
- > **Change status/year changed/date noted/nature:**
- > **Original, intermediate, present uses/year started/year ended:**
Private residence;1900;
- > **Research methods:**
FL Master Site File-Cultural Resources
Examine local property records
Pedestrian
- > **Area(s) of historical significance:**
Community planning & development
- > **Repositories: Collection/Housed/Accession#/Describe**
- > **[Other name(s)]:**

NORTH

FERNANDINA BEACH



SOUTH

NA507

276

276

NA507



PARCEL INFORMATION TABLE	
Selected Parcel	00-00-31-1800-0040-0052
GIS CALCULATED ACREAGE	0.12
Property Use	SINGLE FAM
Land Use	SFR
OWNERSHIP INFORMATION	
Name	BEES ROBERT C & MICHELLE K
Mailing Address	229 SOUTH 8TH STREET FERNANDINA BEACH, FL 32034
Situs/Physical Address	229 SOUTH 8TH ST
2006 PROPOSED VALUES	
Land Value	75,000
Ag Land Value	0

FLORIDA MASTER SITE FILE
Site inventory Form

SEE SITE FILE STAFF FOR
ORIGINAL PHOTO(S) OR MAP(S)

SITE NO. 8 NA 507

SITE NAME: 229 S. 8th St.
ADDRESS OF SITE: 229 S. 8th St.
INSTRUCTION FOR LOCATING: N/A

SURVEY DATE: 09/30/85

LOCATION: City of Fernandina Beach 40 5
Subdivision Name Block No. Lot No.

COUNTY: Nassau

DISTRICT NAME IF APPLICABLE: Fernandina Beach Historic

OWNER OF SITE: NAME: McDowell, Dennis N. & Lillian

ADDRESS: 229 S. 8th St.

ADDRESS: Fernandina Beach, FL 32034

TYPE OF OWNERSHIP: private

RECORDING DATE: / /

RECORDER: NAME & TITLE: Historic Property Associates, Inc.

ADDRESS: P. O. Box 1002

St. Augustine, FL 32084

CONDITION OF SITE:

INTEGRITY OF SITE:

Check One

Check one or more

x EXCELLENT

x ALTERED

ORIGINAL USE pvt.residence

GOOD

UNALTERED

PRESENT USE pvt.residence

FAIR

x ORIGINAL SITE

DATES c.+ 1903

DETERIORATED

RESTORED: / /

CULTURE/PHASE American

MOVED: / /

PERIOD: 20th Century

NR CLASSIFICATION CATEGORY: building

DATE LISTED ON NR: / /

THREATS TO SITE: Check one or more

x ZONING

x TRANSPORTATION

x DEVELOPMENT

FILL

DETERIORATION

DREDGE

BORROWING

OTHER (See Remarks Below)

AREAS OF SIGNIFICANCE: architecture

SIGNIFICANCE

See Continuation Sheet

RECORD NUMBER 221

ARCHITECT:

BUILDER:

STYLE AND/OR PERIOD: frame vernacular

PLAN TYPE: L-shape

EXTERIOR FABRIC(S): metal: aluminum siding

STRUCTURAL SYSTEM(S): wood frame: balloon

PORCHES: E&S/1-story entrance, 1-bay, access E(S); modern
entrance porches with iron railings; original porch enclosed
ORIENTATION: E

FOUNDATION: piers: brick, concrete

ROOF TYPE: gable or hip

SECONDARY ROOF STRUCTURE(S): cross gable

CHIMNEY LOCATION: W: offset: rear slope

WINDOW TYPE: DHS, 2/2, wood; paired, ribbon #
DHS, 1/1, wood; paired
CHIMNEY: stucco

ROOF SURFACING: composition shingles: butt

ORNAMENT EXTERIOR: metal

NO. OF CHIMNEYS 1

NO. OF STORIES 2

NO. OF DORMERS: 0

OUTBUILDINGS:

SURROUNDINGS:

SITE SIZE (approx. acreage) LT1

TOWNSHIP	RANGE	SECTION
3N	28E	22

UTM ZONE	UTM EASTING	UTM NORTHING
----------	-------------	--------------

PHOTOGRAPHIC RECORDS NUMBERS:

CONTINUATION SHEET:

229 S. 8th St. is located within a subdivision known as the City of Fernandina. The subdivision was laid-out on a series of Spanish land grants acquired by Domingo Fernandez, a ships captain and planter, and his family during the early nineteenth century. Following the acquisition of Florida by the United States in 1821, the heirs of Domingo Fernandez sold the land grants which contained the Eliza or Louisa and Yellow Bluff Plantations to David Levy Yulee, President of the Florida Railroad Company and the first United States Senator from Florida. The Florida Railroad Company recorded the plat of the City of Fernandina in 1857 and the Florida Town Improvement Company revised it in 1887 and 1901.

Constructed c. 1903, it is a two-story frame vernacular residential building. It is noteworthy for its paired windows. Its size and design are similar to 225 S. 8th St. It has been significantly altered by use of aluminum siding, addition of modern porches.

☐ Original
☒ Update



HISTORICAL STRUCTURE FORM

FLORIDA MASTER SITE FILE

Version 4.0 1/07

Site # NA00507
 Field Date 2-15-2018
 Form Date 2-15-2018
 Recorder # _____

Shaded Fields represent the minimum acceptable level of documentation.
 Consult the *Guide to Historical Structure Forms* for detailed instructions.

Site Name(s) (address if none) CorMier Hair Studio Multiple Listing (DHR only) _____
 Survey Project Name Fernandina Beach Historic Resource Survey Update Survey # (DHR only) _____
 National Register Category (please check one) ☒ building ☐ structure ☐ district ☐ site ☐ object
 Ownership: ☒ private-profit ☐ private-nonprofit ☐ private-individual ☐ private-nonspecific ☐ city ☐ county ☐ state ☐ federal ☐ Native American ☐ foreign ☐ unknown

LOCATION & MAPPING

Address: 229 S 8th Street Street Suffix Direction
 Cross Streets (nearest / between) _____
 USGS 7.5 Map Name FERNANDINA BEACH USGS Date _____ Plat or Other Map _____
 City / Town (within 3 miles) Fernandina Beach In City Limits? ☒ yes ☐ no ☐ unknown County Nassau
 Township 3N Range 28E Section 23 1/4 section: ☐ NW ☐ SW ☐ SE ☐ NE Irregular-name: _____
 Tax Parcel # 00-00-31-1800-0040-0052 Landgrant _____
 Subdivision Name _____ Block _____ Lot _____
 UTM Coordinates: Zone ☐ 16 ☐ 17 Easting ☐ ☐ ☐ ☐ ☐ ☐ Northing ☐ ☐ ☐ ☐ ☐ ☐
 Other Coordinates: X: _____ Y: _____ Coordinate System & Datum _____
 Name of Public Tract (e.g., park) _____

HISTORY

Construction Year: 1900 ☒ approximately ☐ year listed or earlier ☐ year listed or later
 Original Use Private Residence (House/Cottage/Cabin) From (year): 1900 To (year): 2010
 Current Use Barber/Salon/Beauty shop From (year): 2010 To (year): 2018
 Other Use _____ From (year): _____ To (year): _____
 Moves: ☐ yes ☒ no ☐ unknown Date: _____ Original address _____
 Alterations: ☒ yes ☐ no ☐ unknown Date: _____ Nature side porch (c2010)
 Additions: ☒ yes ☐ no ☐ unknown Date: _____ Nature rear (W elev)
 Architect (last name first): _____ Builder (last name first): _____
 Ownership History (especially original owner, dates, profession, etc.) _____

Is the Resource Affected by a Local Preservation Ordinance? ☒ yes ☐ no ☐ unknown Describe Downtown Historic District

DESCRIPTION

Style Federal (Adamesque) Exterior Plan Irregular Number of Stories 2
 Exterior Fabric(s) 1. Weatherboard 2. Wood shingles 3. _____
 Roof Type(s) 1. Cross-gabled 2. _____ 3. _____
 Roof Material(s) 1. Composition shingles 2. _____ 3. _____
 Roof secondary strucs. (domers etc.) 1. _____ 2. _____
 Windows (types, materials, etc.) 2/2 DHS; 1/1 DHS

Distinguishing Architectural Features (exterior or interior ornaments) Front facing gable end with wood shingles; facade flat hood entry porch with spindlework frieze and brackets; sunroom at lower level and balcony above

Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.) Garage

DHR USE ONLY

OFFICIAL EVALUATION

DHR USE ONLY

NR List Date _____	SHPO - Appears to meet criteria for NR listing: ☐ yes ☐ no ☐ insufficient info Date _____ Init. _____
☐ Owner Objection	KEEPER - Determined eligible: ☐ yes ☐ no Date _____
	NR Criteria for Evaluation: ☐ a ☐ b ☐ c ☐ d (see <i>National Register Bulletin</i> 15, p. 2)

DESCRIPTION (continued)

Chimney: No. 1 Chimney Material(s): 1. Brick 2. _____
 Structural System(s): 1. Balloon wood frame 2. _____ 3. _____
 Foundation Type(s): 1. Piers 2. _____
 Foundation Material(s): 1. Concrete Block 2. _____
 Main Entrance (stylistic details) Transom over door

Porch Descriptions (types, locations, roof types, etc.) E elev flat entry hood with spindlework frieze and brackets; turned posts; jig saw cut railing; 2nd entrance on S elev, now serves as commercial entrance; new entrance features similar door; brackets, posts, exposed raft. tails in eaves

Condition (overall resource condition): ☐ excellent ☒ good ☐ fair ☐ deteriorated ☐ ruinous

Narrative Description of Resource Frame vernacular with paired windows; similar in design to 225-227 S 8th; integrity loss b/c entrance moved to S side, materials in keeping with rest of house; alum. siding removed since 1980s and restored to weatherboard

Archaeological Remains _____ ☐ Check if Archaeological Form Completed

RESEARCH METHODS (check all that apply)

☒ FMSF record search (sites/surveys) ☒ library research ☐ building permits ☒ Sanborn maps
☐ FL State Archives/photo collection ☐ city directory ☐ occupant/owner interview ☒ plat maps
☐ property appraiser / tax records ☒ newspaper files ☐ neighbor interview ☐ Public Lands Survey (DEP)
☒ cultural resource survey (CRAS) ☒ historic photos ☐ interior inspection ☒ HABS/HAER record search
☐ other methods (describe) _____

Bibliographic References (give FMSF manuscript # if relevant, use continuation sheet if needed) _____

OPINION OF RESOURCE SIGNIFICANCE

Appears to meet the criteria for National Register listing individually? ☐ yes ☒ no ☐ insufficient information

Appears to meet the criteria for National Register listing as part of a district? ☒ yes ☐ no ☐ insufficient information

Explanation of Evaluation (required, whether significant or not, use separate sheet if needed) This is an update-the building has been deemed a contributing resource to the Fernandina Beach Historic District, which was listed in the NRHP in 1973 with a district boundary expansion in 1987.

Area(s) of Historical Significance (see *National Register Bulletin 15*, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.)

1. Community planning & development 3. _____ 5. _____
 2. _____ 4. _____ 6. _____

DOCUMENTATION

Accessible Documentation Not Filed with the Site File - including field notes, analysis notes, photos, plans and other important documents

1) Document type _____ Maintaining organization _____
 Document description _____ File or accession #'s _____
 2) Document type _____ Maintaining organization _____
 Document description _____ File or accession #'s _____

RECORDER INFORMATION

Recorder Name Sheldon Owens Affiliation Brockington and Assoc. Inc.
 Recorder Contact Information 498 Wando Park Blvd. Suite 700, Mt. Pleasant SC 29464; 843-681-3128
 (address / phone / fax / e-mail)

Required Attachments

● **USGS 7.5' MAP WITH STRUCTURE LOCATION PINPOINTED IN RED**

● **LARGE SCALE STREET, PLAT OR PARCEL MAP** (available from most property appraiser web sites)

● **PHOTO OF MAIN FACADE, ARCHIVAL B&W PRINT OR DIGITAL IMAGE FILE**

If submitting an image file, it must be included on disk or CD AND in hard copy format (plain paper is acceptable).
 Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.





229

FOR SALE
CALL
804-491-1111



CorMieR
HAIR STUDIO
904-277-2767
cormierhairstudio.com

MICROBLADING
CORMIER HAIR STUDIO





U.S. Department of the Interior
National Park Service
Cultural Resources
Heritage Preservation Services

Preservation Briefs: 9

The Repair of Historic Wooden Windows

John H. Myers

The windows on many historic buildings are an important aspect of the architectural character of those buildings. Their design, craftsmanship, or other qualities may make them worthy of preservation. This is self-evident for ornamental windows, but it can be equally true for warehouses or factories where the windows may be the most dominant visual element of an otherwise plain building (see figure 1). Evaluating the significance of these windows and planning for their repair or replacement can be a complex process involving both objective and subjective considerations. The *Secretary of the Interior's Standards for Rehabilitation*, and the accompanying guidelines, call for respecting the significance of original materials and features, repairing and retaining them wherever possible, and when necessary, replacing them in kind. This Brief is based on the issues of significance and repair which are implicit in the standards, but the primary emphasis is on the technical issues of planning for the repair of windows including evaluation of their physical condition, techniques of repair, and design considerations when replacement is necessary.

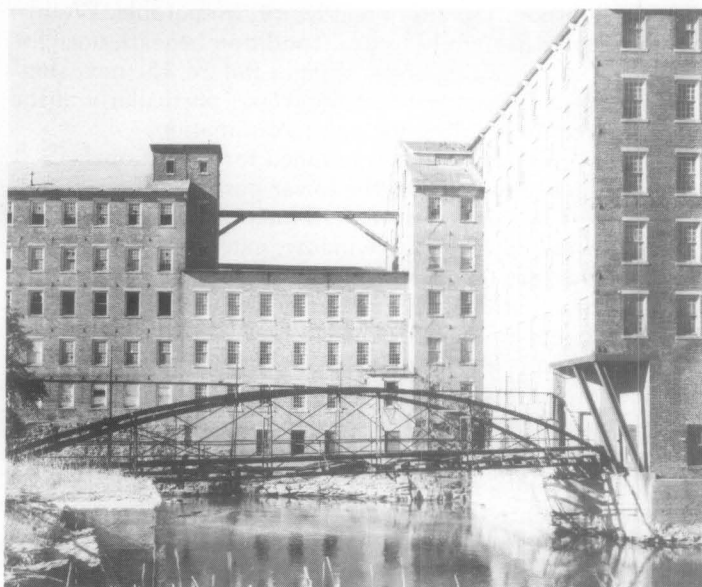


Figure 1. Windows are frequently important visual focal points, especially on simple facades such as this mill building. Replacement of the multi-pane windows here with larger panes could dramatically change the appearance of the building. The areas of missing windows convey the impression of such a change. Photo: John T. Lowe

Much of the technical section presents repair techniques as an instructional guide for the do-it-yourselfer. The information will be useful, however, for the architect, contractor, or developer on large-scale projects. It presents a methodology for approaching the evaluation and repair of existing windows, and considerations for replacement, from which the professional can develop alternatives and specify appropriate materials and procedures.

Architectural or Historical Significance

Evaluating the architectural or historical significance of windows is the first step in planning for window treatments, and a general understanding of the function and history of windows is vital to making a proper evaluation. As a part of this evaluation, one must consider four basic window functions: admitting light to the interior spaces, providing fresh air and ventilation to the interior, providing a visual link to the outside world, and enhancing the appearance of a building. No single factor can be disregarded when planning window treatments; for example, attempting to conserve energy by closing up or reducing the size of window openings may result in the use of *more* energy by increasing electric lighting loads and decreasing passive solar heat gains.

Historically, the first windows in early American houses were casement windows; that is, they were hinged at the side and opened outward. In the beginning of the eighteenth century single- and double-hung windows were introduced. Subsequently many styles of these vertical sliding sash windows have come to be associated with specific building periods or architectural styles, and this is an important consideration in determining the significance of windows, especially on a local or regional basis. Site-specific, regionally oriented architectural comparisons should be made to determine the significance of windows in question. Although such comparisons may focus on specific window types and their details, the ultimate determination of significance should be made within the context of the whole building, wherein the windows are one architectural element (see figure 2).

After all of the factors have been evaluated, *windows should be considered significant to a building if they:* 1) are original, 2) reflect the original design intent for the building, 3) reflect period or regional styles or building practices, 4) reflect changes to the building resulting from major periods or events, or 5) are examples of exceptional craftsmanship or design. Once this evaluation of significance has been completed, it is possible to pro-

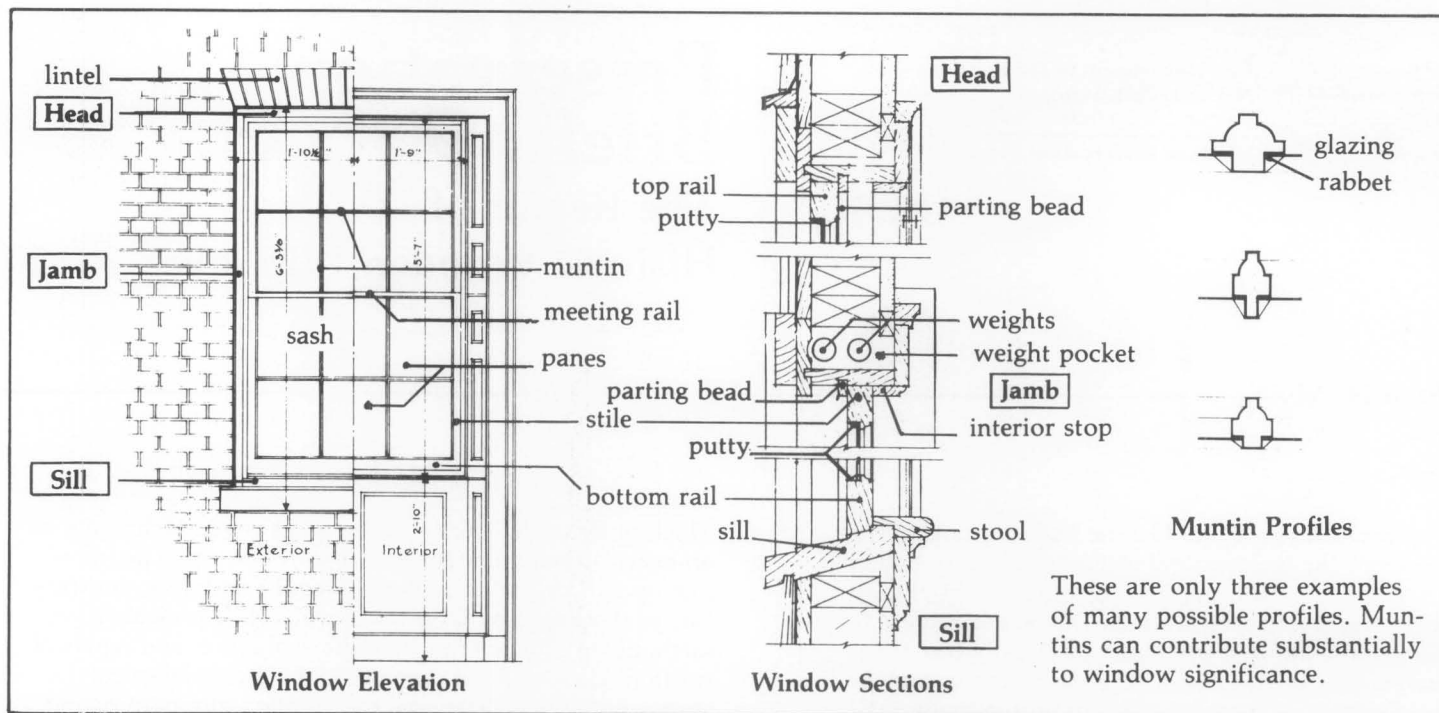


Figure 2. These drawings of window details identify major components, terminology, and installation details for a wooden double-hung window.

ceed with planning appropriate treatments, beginning with an investigation of the physical condition of the windows.

Physical Evaluation

The key to successful planning for window treatments is a careful evaluation of existing physical conditions on a unit-by-unit basis. A graphic or photographic system may be devised to record existing conditions and illustrate the scope of any necessary repairs. Another effective tool is a window schedule which lists all of the parts of each window unit. Spaces by each part allow notes on existing conditions and repair instructions. When such a schedule is completed, it indicates the precise tasks to be performed in the repair of each unit and becomes a part of the specifications. In any evaluation, one should note at a minimum, 1) window location, 2) condition of the paint, 3) condition of the frame and sill, 4) condition of the sash (rails, stiles and muntins), 5) glazing problems, 6) hardware, and 7) the overall condition of the window (excellent, fair, poor, and so forth).

Many factors such as poor design, moisture, vandalism, insect attack, and lack of maintenance can contribute to window deterioration, but moisture is the primary contributing factor in wooden window decay. All window units should be inspected to see if water is entering around the edges of the frame and, if so, the joints or seams should be caulked to eliminate this danger. The glazing putty should be checked for cracked, loose, or missing sections which allow water to saturate the wood, especially at the joints. The back putty on the interior side of the pane should also be inspected, because it creates a seal which prevents condensation from running down into the joinery. The sill should be examined to insure that it slopes downward away from the building and allows water to drain off. In addition, it may be advisable to cut a dripline along the underside of the sill. This almost invisible treatment will insure proper water run-off, particu-

larly if the bottom of the sill is flat. Any conditions, including poor original design, which permit water to come in contact with the wood or to puddle on the sill must be corrected as they contribute to deterioration of the window.

One clue to the location of areas of excessive moisture is the condition of the paint; therefore, each window should be examined for areas of paint failure. Since excessive moisture is detrimental to the paint bond, areas of paint blistering, cracking, flaking, and peeling usually identify points of water penetration, moisture saturation, and potential deterioration. Failure of the paint should not, however, be mistakenly interpreted as a sign that the wood is in poor condition and hence, irreparable. Wood is frequently in sound physical condition beneath unsightly paint. After noting areas of paint failure, the next step is to inspect the condition of the wood, particularly at the points identified during the paint examination.

Each window should be examined for operational soundness beginning with the lower portions of the frame and sash. Exterior rainwater and interior condensation can flow downward along the window, entering and collecting at points where the flow is blocked. The sill, joints between the sill and jamb, corners of the bottom rails and muntin joints are typical points where water collects and deterioration begins (see figure 3). The operation of the window (continuous opening and closing over the years and seasonal temperature changes) weakens the joints, causing movement and slight separation. This process makes the joints more vulnerable to water which is readily absorbed into the end-grain of the wood. If severe deterioration exists in these areas, it will usually be apparent on visual inspection, but other less severely deteriorated areas of the wood may be tested by two traditional methods using a small ice pick.

An ice pick or an awl may be used to test wood for soundness. The technique is simply to jab the pick into a wetted wood surface at an angle and pry up a small sec-



Figure 3. Deterioration of poorly maintained windows usually begins on horizontal surfaces and at joints where water can collect and saturate the wood. The problem areas are clearly indicated by paint failure due to moisture. Photo: Baird M. Smith, AIA

tion of the wood. Sound wood will separate in long fibrous splinters, but decayed wood will lift up in short irregular pieces due to the breakdown of fiber strength.

Another method of testing for soundness consists of pushing a sharp object into the wood, perpendicular to the surface. If deterioration has begun from the hidden side of a member and the core is badly decayed, the visible surface may appear to be sound wood. Pressure on the probe can force it through an apparently sound skin to penetrate deeply into decayed wood. This technique is especially useful for checking sills where visual access to the underside is restricted.

Following the inspection and analysis of the results, the scope of the necessary repairs will be evident and a plan for the rehabilitation can be formulated. Generally the actions necessary to return a window to "like new" condition will fall into three broad categories: 1) routine maintenance procedures, 2) structural stabilization, and 3) parts replacement. These categories will be discussed in the following sections and will be referred to respectively as Repair Class I, Repair Class II, and Repair Class III. Each successive repair class represents an increasing level of difficulty, expense, and work time. Note that most of the points mentioned in Repair Class I are routine maintenance items and should be provided in a regular maintenance program for any building. The neglect of these routine items can contribute to many common window problems.

Before undertaking any of the repairs mentioned in the following sections all sources of moisture penetration should be identified and eliminated, and all existing decay fungi destroyed in order to arrest the deterioration process. Many commercially available fungicides and wood preservatives are toxic, so it is extremely important to follow the manufacturer's recommendations for application, and store all chemical materials away from children and animals. After fungicidal and preservative treatment the windows may be stabilized, retained, and restored with every expectation for a long service life.

Repair Class I: Routine Maintenance

Repairs to wooden windows are usually labor intensive and relatively uncomplicated. On small scale projects this

allows the do-it-yourselfer to save money by repairing all or part of the windows. On larger projects it presents the opportunity for time and money which might otherwise be spent on the removal and replacement of existing windows, to be spent on repairs, subsequently saving all or part of the material cost of new window units. Regardless of the actual costs, or who performs the work, the evaluation process described earlier will provide the knowledge from which to specify an appropriate work program, establish the work element priorities, and identify the level of skill needed by the labor force.

The routine maintenance required to upgrade a window to "like new" condition normally includes the following steps: 1) some degree of interior and exterior paint removal, 2) removal and repair of sash (including reglazing where necessary), 3) repairs to the frame, 4) weatherstripping and reinstallation of the sash, and 5) repainting. These operations are illustrated for a typical double-hung wooden window (see figures 4a-f), but they may be adapted to other window types and styles as applicable.

Historic windows have usually acquired many layers of paint over time. Removal of excess layers or peeling and flaking paint will facilitate operation of the window and restore the clarity of the original detailing. Some degree of paint removal is also necessary as a first step in the proper surface preparation for subsequent refinishing (if paint color analysis is desired, it should be conducted prior to the onset of the paint removal). There are several safe and effective techniques for removing paint from wood, depending on the amount of paint to be removed. Several techniques such as scraping, chemical stripping, and the use of a hot air gun are discussed in "Preservation Briefs: 10 Paint Removal from Historic Woodwork" (see Additional Reading section at end).

Paint removal should begin on the interior frames, being careful to remove the paint from the interior stop and the parting bead, particularly along the seam where these stops meet the jamb. This can be accomplished by running a utility knife along the length of the seam, breaking the paint bond. It will then be much easier to remove the stop, the parting bead and the sash. The interior stop may be initially loosened from the sash side to avoid visible scarring of the wood and then gradually pried loose using a pair of putty knives, working up and down the stop in small increments (see figure 4b). With the stop removed, the lower or interior sash may be withdrawn. The sash cords should be detached from the sides of the sash and their ends may be pinned with a nail or tied in a knot to prevent them from falling into the weight pocket.

Removal of the upper sash on double-hung units is similar but the parting bead which holds it in place is set into a groove in the center of the stile and is thinner and more delicate than the interior stop. After removing any paint along the seam, the parting bead should be carefully pried out and worked free in the same manner as the interior stop. The upper sash can be removed in the same manner as the lower one and both sash taken to a convenient work area (in order to remove the sash the interior stop and parting bead need only be removed from one side of the window). Window openings can be covered with polyethylene sheets or plywood sheathing while the sash are out for repair.

The sash can be stripped of paint using appropriate techniques, but if any heat treatment is used (see figure 4c), the glass should be removed or protected from the sudden temperature change which can cause breakage. An



Figure 4a. The following series of photographs of the repair of a historic double-hung window use a unit which is structurally sound but has many layers of paint, some cracked and missing putty, slight separation at the joints, broken sash cords, and one cracked pane. Photo: John H. Myers



Figure 4b. After removing paint from the seam between the interior stop and the jamb, the stop can be pried out and gradually worked loose using a pair of putty knives as shown. To avoid visible scarring of the wood, the sash can be raised and the stop pried loose initially from the outer side. Photo: John H. Myers



Figure 4c. Sash can be removed and repaired in a convenient work area. Paint is being removed from this sash with a hot air gun while an asbestos sheet protects the glass from sudden temperature change. Photo: John H. Myers

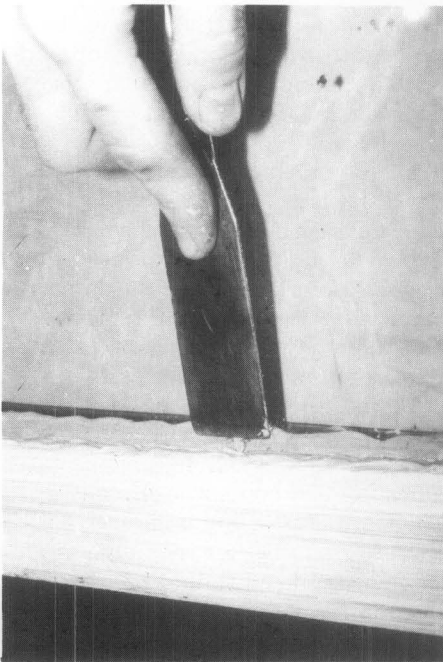


Figure 4d. Reglazing or replacement of the putty requires that the existing putty be removed manually, the glazing points be extracted, the glass removed, and the back putty scraped out. To reglaze, a bed of putty is laid around the perimeter of the rabbet, the pane is pressed into place, glazing points are inserted to hold the pane (shown), and a final seal of putty is beveled around the edge of the glass. Photo: John H. Myers



Figure 4e. A common repair is the replacement of broken sash cords with new cords (shown) or with chains. The weight pocket is often accessible through a removable plate in the jamb, or by removing the interior trim. Photo: John H. Myers



Figure 4f. Following the relatively simple repairs, the window is weathertight, like new in appearance, and serviceable for many years to come. Both the historic material and the detailing and craftsmanship of this original window have been preserved. Photo: John H. Myers

overlay of aluminum foil on gypsum board or asbestos can protect the glass from such rapid temperature change. It is important to protect the glass because it may be historic and often adds character to the window. Deteriorated putty should be removed manually, taking care not to damage the wood along the rabbet. If the glass is to be removed, the glazing points which hold the glass in place can be extracted and the panes numbered and removed for cleaning and reuse in the same openings. With the glass panes out, the remaining putty can be removed and the sash can be sanded, patched, and primed with a preservative primer. Hardened putty in the rabbets may be softened by heating with a soldering iron at the point of removal. Putty remaining on the glass may be softened by soaking the panes in linseed oil, and then removed with less risk of breaking the glass. Before reinstalling the glass, a bead of glazing compound or linseed oil putty should be laid around the rabbet to cushion and seal the glass. Glazing compound should only be used on wood which has been brushed with linseed oil and primed with an oil based primer or paint. The pane is then pressed into place and the glazing points are pushed into the wood around the perimeter of the pane (see figure 4d). The final glazing compound or putty is applied and beveled to complete the seal. The sash can be refinished as desired on the inside and painted on the outside as soon as a "skin" has formed on the putty, usually in 2 or 3 days. Exterior paint should cover the beveled glazing compound or putty and lap over onto the glass slightly to complete a weathertight seal. After the proper curing times have elapsed for paint and putty, the sash will be ready for reinstallation.

While the sash are out of the frame, the condition of the wood in the jamb and sill can be evaluated. Repair and refinishing of the frame may proceed concurrently with repairs to the sash, taking advantage of the curing times for the paints and putty used on the sash. One of the most common work items is the replacement of the sash cords with new rope cords or with chains (see figure 4e). The weight pocket is frequently accessible through a door on the face of the frame near the sill, but if no door exists, the trim on the interior face may be removed for access. Sash weights may be increased for easier window operation by elderly or handicapped persons. Additional repairs to the frame and sash may include consolidation or replacement of deteriorated wood. Techniques for these repairs are discussed in the following sections.

The operations just discussed summarize the efforts necessary to restore a window with minor deterioration to "like new" condition (see figure 4f). The techniques can be applied by an unskilled person with minimal training and experience. To demonstrate the practicality of this approach, and photograph it, a Technical Preservation Services staff member repaired a wooden double-hung, two over two window which had been in service over ninety years. The wood was structurally sound but the window had one broken pane, many layers of paint, broken sash cords and inadequate, worn-out weatherstripping. The staff member found that the frame could be stripped of paint and the sash removed quite easily. Paint, putty and glass removal required about one hour for each sash, and the reglazing of both sash was accomplished in about one hour. Weatherstripping of the sash and frame, replacement of the sash cords and reinstallation of the sash, parting bead, and stop required an hour and a half. These times refer only to individual operations; the entire proc-

ess took several days due to the drying and curing times for putty, primer, and paint, however, work on other window units could have been in progress during these lag times.

Repair Class II: Stabilization

The preceding description of a window repair job focused on a unit which was operationally sound. Many windows will show some additional degree of physical deterioration, especially in the vulnerable areas mentioned earlier, but even badly damaged windows can be repaired using simple processes. Partially decayed wood can be water-proofed, patched, built-up, or consolidated and then painted to achieve a sound condition, good appearance, and greatly extended life. Three techniques for repairing partially decayed or weathered wood are discussed in this section, and all three can be accomplished using products available at most hardware stores.

One established technique for repairing wood which is split, checked or shows signs of rot, is to: 1) dry the wood, 2) treat decayed areas with a fungicide, 3) water-proof with two or three applications of boiled linseed oil (applications every 24 hours), 4) fill cracks and holes with putty, and 5) after a "skin" forms on the putty, paint the surface. Care should be taken with the use of fungicide which is toxic. Follow the manufacturers' directions and use only on areas which will be painted. When using any technique of building up or patching a flat surface, the finished surface should be sloped slightly to carry water away from the window and not allow it to puddle. Caulking of the joints between the sill and the jamb will help reduce further water penetration.

When sills or other members exhibit surface weathering they may also be built-up using wood putties or home-made mixtures such as sawdust and resorcinol glue, or whitening and varnish. These mixtures can be built up in successive layers, then sanded, primed, and painted. The same caution about proper slope for flat surfaces applies to this technique.

Wood may also be strengthened and stabilized by consolidation, using semi-rigid epoxies which saturate the porous decayed wood and then harden. The surface of the consolidated wood can then be filled with a semi-rigid epoxy patching compound, sanded and painted (see figure 5). Epoxy patching compounds can be used to build up



Figure 5. This illustrates a two-part epoxy patching compound used to fill the surface of a weathered sill and rebuild the missing edge. When the epoxy cures, it can be sanded smooth and painted to achieve a durable and waterproof repair. Photo: John H. Myers

missing sections or decayed ends of members. Profiles can be duplicated using hand molds, which are created by pressing a ball of patching compound over a sound section of the profile which has been rubbed with butcher's wax. This can be a very efficient technique where there are many typical repairs to be done. Technical Preservation Services has published *Epoxy for Wood Repairs in Historic Buildings* (see Additional Reading section at end), which discusses the theory and techniques of epoxy repairs. The process has been widely used and proven in marine applications; and proprietary products are available at hardware and marine supply stores. Although epoxy materials may be comparatively expensive, they hold the promise of being among the most durable and long lasting materials available for wood repair.

Any of the three techniques discussed can stabilize and restore the appearance of the window unit. There are times, however, when the degree of deterioration is so advanced that stabilization is impractical, and the only way to retain some of the original fabric is to replace damaged parts.

Repair Class III: Splices and Parts Replacement

When parts of the frame or sash are so badly deteriorated that they cannot be stabilized there are methods which permit the retention of some of the existing or original fabric. These methods involve replacing the deteriorated parts with new matching pieces, or splicing new wood into existing members. The techniques require more skill and are more expensive than any of the previously discussed alternatives. It is necessary to remove the sash and/or the affected parts of the frame and have a carpenter or woodworking mill reproduce the damaged or missing parts. Most millwork firms can duplicate parts, such as muntins, bottom rails, or sills, which can then be incorporated into the existing window, but it may be necessary to shop around because there are several factors controlling the practicality of this approach. Some woodworking mills do not like to repair old sash because nails or other foreign objects in the sash can damage expensive knives (which cost far more than their profits on small repair jobs); others do not have cutting knives to duplicate muntin profiles. Some firms prefer to concentrate on larger jobs with more profit potential, and some may not have a craftsman who can duplicate the parts. A little searching should locate a firm which will do the job, and at a reasonable price. If such a firm does not exist locally, there are firms which undertake this kind of repair and ship nationwide. It is possible, however, for the advanced do-it-yourselfer or craftsman with a table saw to duplicate moulding profiles using techniques discussed by Gordie Whittington in "Simplified Methods for Reproducing Wood Mouldings," *Bulletin of the Association for Preservation Technology*, Vol. III, No. 4, 1971, or illustrated more recently in *The Old House*, Time-Life Books, Alexandria, Virginia, 1979.

The repairs discussed in this section involve window frames which may be in very deteriorated condition, possibly requiring removal; therefore, caution is in order. The actual construction of wooden window frames and sash is not complicated. Pegged mortise and tenon units can be disassembled easily, if the units are out of the building. The installation or connection of some frames to the surrounding structure, especially masonry walls, can complicate the work immeasurably, and may even require

dismantling of the wall. It may be useful, therefore, to take the following approach to frame repair: 1) conduct regular maintenance of sound frames to achieve the longest life possible, 2) make necessary repairs in place wherever possible, using stabilization and splicing techniques, and 3) if removal is necessary, thoroughly investigate the structural detailing and seek appropriate professional consultation.

Another alternative may be considered if parts replacement is required, and that is sash replacement. If extensive replacement of parts is necessary and the job becomes prohibitively expensive it may be more practical to purchase new sash which can be installed into the existing frames. Such sash are available as exact custom reproductions, reasonable facsimiles (custom windows with similar profiles), and contemporary wooden sash which are similar in appearance. There are companies which still manufacture high quality wooden sash which would duplicate most historic sash. A few calls to local building suppliers may provide a source of appropriate replacement sash, but if not, check with local historical associations, the state historic preservation office, or preservation related magazines and supply catalogs for information.

If a rehabilitation project has a large number of windows such as a commercial building or an industrial complex, there may be less of a problem arriving at a solution. Once the evaluation of the windows is completed and the scope of the work is known, there may be a potential economy of scale. Woodworking mills may be interested in the work from a large project; new sash in volume may be considerably less expensive per unit; crews can be assembled and trained on site to perform all of the window repairs; and a few extensive repairs can be absorbed (without undue burden) into the total budget for a large number of sound windows. While it may be expensive for the average historic home owner to pay seventy dollars or more for a mill to grind a custom knife to duplicate four or five bad muntins, that cost becomes negligible on large commercial projects which may have several hundred windows.

Most windows should not require the extensive repairs discussed in this section. The ones which do are usually in buildings which have been abandoned for long periods or have totally lacked maintenance for years. It is necessary to thoroughly investigate the alternatives for windows which do require extensive repairs to arrive at a solution which retains historic significance and is also economically feasible. Even for projects requiring repairs identified in this section, if the percentage of parts replacement per window is low, or the number of windows requiring repair is small, repair can still be a cost effective solution.

Weatherization

A window which is repaired should be made as energy efficient as possible by the use of appropriate weatherstripping to reduce air infiltration. A wide variety of products are available to assist in this task. Felt may be fastened to the top, bottom, and meeting rails, but may have the disadvantage of absorbing and holding moisture, particularly at the bottom rail. Rolled vinyl strips may also be tacked into place in appropriate locations to reduce infiltration. Metal strips or new plastic spring strips may be used on the rails and, if space permits, in

the channels between the sash and jamb. Weatherstripping is a historic treatment, but old weatherstripping (felt) is not likely to perform very satisfactorily. Appropriate contemporary weatherstripping should be considered an integral part of the repair process for windows. The use of sash locks installed on the meeting rail will insure that the sash are kept tightly closed so that the weatherstripping will function more effectively to reduce infiltration. Although such locks will not always be historically accurate, they will usually be viewed as an acceptable contemporary modification in the interest of improved thermal performance.

Many styles of storm windows are available to improve the thermal performance of existing windows. The use of exterior storm windows should be investigated whenever feasible because they are thermally efficient, cost-effective, reversible, and allow the retention of original windows (see "Preservation Briefs: 3"). Storm window frames may be made of wood, aluminum, vinyl, or plastic; however, the use of unfinished aluminum storms should be avoided. The visual impact of storms may be minimized by selecting colors which match existing trim color. Arched top storms are available for windows with special shapes. Although interior storm windows appear to offer an attractive option for achieving double glazing with minimal visual impact, the potential for damaging condensation problems must be addressed. Moisture which becomes trapped between the layers of glazing can condense on the colder, outer prime window, potentially leading to deterioration. The correct approach to using interior storms is to create a seal on the interior storm while allowing some ventilation around the prime window. In actual practice, the creation of such a durable, airtight seal is difficult.

Window Replacement

Although the retention of original or existing windows is always desirable and this **Brief** is intended to encourage that goal, there is a point when the condition of a window may clearly indicate replacement. The decision process for selecting replacement windows should *not* begin with a survey of contemporary window products which are available as replacements, but should begin with a look at the windows which are being replaced. Attempt to understand the contribution of the window(s) to the appearance of the facade including: 1) the pattern of the openings and their size; 2) proportions of the frame and sash; 3) configuration of window panes; 4) muntin profiles; 5) type of wood; 6) paint color; 7) characteristics of the glass; and 8) associated details such as arched tops, hoods, or other decorative elements. Develop an understanding of how the window reflects the period, style, or regional characteristics of the building, or represents technological development.

Armed with an awareness of the significance of the existing window, begin to search for a replacement which retains as much of the character of the historic window as possible. There are many sources of suitable new windows. Continue looking until an acceptable replacement can be found. Check building supply firms, local wood-working mills, carpenters, preservation oriented magazines, or catalogs or suppliers of old building materials, for product information. Local historical associations and state historic preservation offices may be good sources of

information on products which have been used successfully in preservation projects.

Consider energy efficiency as one of the factors for replacements, but do not let it dominate the issue. Energy conservation is no excuse for the wholesale destruction of historic windows which can be made thermally efficient by historically and aesthetically acceptable means. In fact, a historic wooden window with a high quality storm window added should thermally outperform a new double-glazed metal window which does not have thermal breaks (insulation between the inner and outer frames intended to break the path of heat flow). This occurs because the wood has far better insulating value than the metal, and in addition many historic windows have high ratios of wood to glass, thus reducing the area of highest heat transfer. One measure of heat transfer is the U-value, the number of Btu's per hour transferred through a square foot of material. When comparing thermal performance, the lower the U-value the better the performance. According to *ASHRAE 1977 Fundamentals*, the U-values for single glazed wooden windows range from 0.88 to 0.99. The addition of a storm window should reduce these figures to a range of 0.44 to 0.49. A non-thermal break, double-glazed metal window has a U-value of about 0.6.

Conclusion

Technical Preservation Services recommends the retention and repair of original windows whenever possible. We believe that the repair and weatherization of existing wooden windows is more practical than most people realize, and that many windows are unfortunately replaced because of a lack of awareness of techniques for evaluation, repair, and weatherization. Wooden windows which are repaired and properly maintained will have greatly extended service lives while contributing to the historic character of the building. Thus, an important element of a building's significance will have been preserved for the future.

Additional Reading

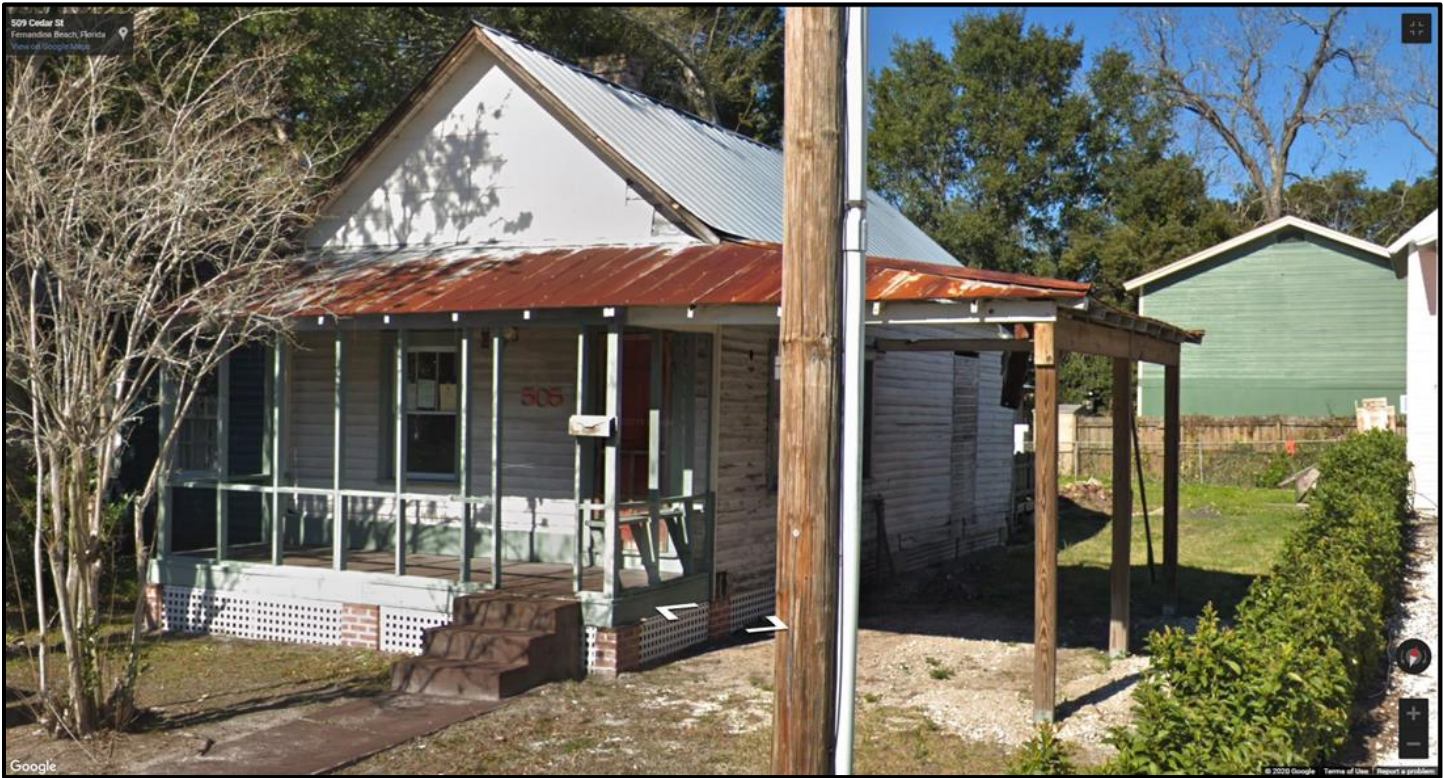
- ASHRAE Handbook-1977 Fundamentals*. New York: American Society of Heating, Refrigerating and Air-conditioning Engineers, 1978 (chapter 26).
- Ferro, Maximillian. *Preservation: Present Pathway to Fall River's Future*. Fall River, Massachusetts: City of Fall River, 1979 (chapter 7).
- "Fixing Double-Hung Windows." *Old House Journal* (no. 12, 1979): 135.
- Look, David W. "Preservation Briefs: 10 Paint Removal from Historic Woodwork." Washington, DC: Technical Preservation Services, U.S. Department of the Interior, forthcoming.
- Morrison, Hugh. *Early American Architecture*. New York: Oxford University Press, 1952.
- Phillips, Morgan, and Selwyn, Judith. *Epoxies for Wood Repairs in Historic Buildings*. Washington, DC: Technical Preservation Services, U.S. Department of the Interior (Government Printing Office, Stock No. 024-016-00095-1), 1978.
- Rehab Right*. Oakland, California: City of Oakland Planning Department, 1978 (pp. 78-83).
- "Sealing Leaky Windows." *Old House Journal* (no. 1, 1973): 5.
- Smith, Baird M. "Preservation Briefs: 3 Conserving Energy in Historic Buildings." Washington, DC: Technical Preservation Services, U.S. Department of the Interior, 1978.



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2020-39
OCTOBER 12, 2020

Owner/Applicant:	Cotner Associates, Inc. Architects, agent for Peter E. Venerdi III
Property Address:	505 Cedar Street
Parcel ID #:	00-00-31-1800-0027-0072
Requested action:	Certificate of Approval (COA) to rehabilitate a contributing primary structure; construct a 15' x 11'6" addition at rear; construct an approx. 384 sq. ft.2-story accessory dwelling.
Current zoning:	R-2
FLUM land use category:	Medium Density Residential
Existing uses on the site:	Single Family Residential
FL Master Site File #	8NA00636
Year Built:	1909
Contributing Status:	Contributing

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



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

This contributing structure was built circa 1909. It is a wood-frame vernacular residence, typical of this period. As noted in the 1985 survey, the home has undergone a number of insensitive alterations.

The applicant is seeking to rehabilitate the structure to include an 11.5' addition to the rear in the location where a deck now exists. A 2-story accessory dwelling will be constructed at the northeast corner of the property.

This application was previously heard as case HDC 2018-01 and was granted a Certificate of Approval (COA) on January 18, 2018. That COA has expired and applicant is now seeking a new COA.

CERTIFICATE OF APPROVAL HISTORY		
COA #	Date	Scope of COA
HDC 2018-01	01/18/18	Certificate of Approval (COA) to rehabilitate a contributing primary structure; construct a 15' x 11'6" addition at rear; construct an approx. 384 sq. ft. 2-story accessory dwelling.
HDC 2016-34 Amendment	05/25/17	Amendment to COA to remove existing siding on east, west and north side of home; apply OSB and house wrap; and reinstall as much of the original siding as feasible. Damaged siding will be replaced with cedar siding that matches in profile and design.
HDC 2016-34	12/15/16	Remove rear deck; replace all windows; replace exterior doors; repair wood siding.
HDC SA 2016-56	08/02/16	Install new CMU piers w/brick veneer
HDC 2016-38	05/02/16	Install 6' wood stockade fence.

APPLICABLE GUIDELINES:

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

- A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**
Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
- The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.**
Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
- Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.**
Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
- Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.**
Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
- Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.**
Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
- Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of**

missing features shall be substantiated by documentary, physical, or pictorial evidence.

Findings: Complies ☒ Does not Comply ☐ N/A ☐

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

Findings: Complies ☐ Does not Comply ☐ N/A ☒

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

Findings: Complies ☒ Does not Comply ☐ N/A ☐

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

Findings: Complies ☒ Does not Comply ☐ N/A ☐

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

Findings: Complies ☒ Does not Comply ☒ N/A ☐

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE

DOWNTOWN HISTORIC DISTRICT GUIDELINES

ANALYSIS:

Accessory Structure

Height – 24’6” which is under the allowable 25’.

Footprint – Approx. 384 sq. ft. which is under the allowable 625 sq. ft. max. per LDC 5.01.03(J).

Setbacks – proposed accessory structure is 3’ from rear and side property line, as is required by LDC 5.01.03 (H)&(I).

Materials – accessory structure will utilize modern materials that replicate those that would have been used historically including Hardiboard and batten siding and a galvalume 5V crimp metal roof. The board and batten siding distinguishes the new structure from the historic primary structure. Windows and doors are proposed to be Anderson A Series. Drawings indicate the windows to be a 2/2 configuration and the doors are to be 8-lite.

Primary Structure

Fencing – The proposed 5-foot tall horizontal board fence is considered a “non-traditional” fence and the guidelines indicate that it should only be used where not visible from the street.

Siding – as was approved in previous COAs for this property, staff continues to recommend that all salvageable historic siding be utilized on the front elevation of the home and new materials be utilized as needed at the sides. The use of Hardiboard and batten siding on the new addition at the rear is appropriate, as it will differentiate the historic portion of the home from the new addition.

Addition – A new 15’x11’6” addition will be located at the rear of the home. This addition will have a different roofline and utilize different siding to differentiate it from the historic section of the home. This addition will not be visible from the street and is appropriate in scale and massing. The carport at east elevation will also be expanded to the north to match existing,

Shutters – the home features Bahama-style shutters on the west elevation. The guidelines recommend the use of

Bahama-style shutters only “if the property owner can demonstrate the dwelling originally had such shutters through photographic or physical evidence” (pg.91). Staff recommends utilizing traditional functional shutters on this home.

Paint – proposed color scheme for home includes SW *Bright White* for the body, fascia, and trim; SW *Rockwood Shutter Green* for the windows, doors, and shutters; and SW *Sage Green* for the porch/deck. These colors are appropriate for the period/style of the home.

Materials – The wood siding will be repaired and replaced as necessary. The roof will be replaced with galvalume 5V crimp metal. The rear addition will feature board and batten siding to distinguish it from the historic section of the primary structure. Windows and doors are proposed to be Anderson A Series. Drawings indicate the windows to be a 2/2 configuration and the doors are to be 8-lite.

Mechanical – mechanical is located in the rear yard and is appropriately screened from view from the street.

Ground Surfaces – applicant is proposing to pave the patio and walkway in rear, under carport, and to create a ribbon driveway.

Foundation – Piers were repaired by previous owner as part of HDC SA 2016-56, approved on August 2, 2016. Piers on new addition will be designed to match existing. Entire house will receive new 1”x6” pressure treated horizontal skirting with ½” spacing.

Windows – new window openings are being proposed for all elevations and front and rear gable. Comparison of dimensions of new openings versus existing window openings was not possible, as no as-built drawings or photos were provided.

Notes – drawings applicant submitted do not show south and west elevations for accessory structure or west elevation of primary structure. All elevations must be submitted for approval.

STAFF RECOMMENDATION:

Staff finds that the requested action is substantially consistent with the Land Development Code, the Secretary of the Interior’s Standards, and the Downtown Historic District Guidelines to warrant Approval.

Staff recommends APPROVAL of HDC 2020-39 with the following conditions:

1. Applicant submit omitted elevations for review;
2. Salvaged historic siding be used on the front elevation, while replacement, if necessary, occur at sides with siding of same material, profile, and exposure.

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2020-39 **with or without** conditions;

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

That HDC case 2020-39, as presented, **is or is not** substantially compliant with the Comprehensive Plan, the Land Development Code, the Secretary of the Interior’s Standards, and the Downtown Historic District Guidelines to warrant approval at this time.

LIST OF EXHIBITS:

- EXHIBIT 1 HDC 2020-39 Application**
- EXHIBIT 2 Plans and Elevations**
- EXHIBIT 3 Photos**
- EXHIBIT 4 FL Master Site File #8NA00636**
- EXHIBIT 5 HDC 2018-01 Minutes**

Respectfully Submitted,



Salvatore J. Cumella
Historic Preservation Planner

Print

Historic District Council (HDC) Certificate of Approval (COA) Application - Submission #5875

Date Submitted: 8/30/2020

HISTORIC DISTRICT COUNCIL (HDC): CERTIFICATE OF APPROVAL (COA) APPLICATION

USE THIS FORM TO Apply for approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA). Projects may require either a Board-level review or a Staff-level review.

Fees

- | | |
|---|---|
| ☐ Certificate of Approval (COA): Staff Review \$20 | ☐ Demolition of a Primary Structure â€œ Contributing \$1,200 |
| ☒ Certificate of Approval (COA): Board Review - Residential \$200 | ☐ After-the-Fact Certificate of Approval (COA): Staff Review \$80 |
| ☐ Certificate of Approval (COA): Board Review - Commercial \$250 | ☐ After-the-Fact Certificate of Approval (COA): Board Review \$1,000 |
| ☐ Demolition of a Primary Structure â€œ Non-Contributing \$300 | ☐ Amendment to Previously Approved COA - First Amendment Free |

Basis for Review

All applications, whether Staff or Board review, are reviewed for consistency with the City of Fernandina Beach Comprehensive Plan, Land Development Code, and applicable guidelines such as the Downtown Historic District Design Guidelines, Old Town Fernandina Preservation and Development Guidelines, and the Community Redevelopment Area (CRA) Design Guidelines. Guidelines for the Historic Districts are based on the U.S. Secretary of the Interiorâ€™s Standards for Rehabilitation.

HDC 2020



IMPORTANT NOTES

Conceptual Approvals

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

Pre-Application Meeting

To guide you through the process and to ensure that your application is properly processed, you™ need to meet with the Preservation Planner prior to submitting your application. This should be done at least 45 days prior to your anticipated submittal date to allow time for review. Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, or zoning permit (if required).

Application Requirements

- | | |
|--|---|
| ☐ A complete/ signed application; | ☐ Photographs; |
| ☐ Proof of Ownership (copy of deed or tax statement); | ☐ Any additional backup materials, as necessary; |
| ☐ A current survey of the property, for new construction and any change to existing footprint. (no older than two years); | ☐ If applying as an agent, Owner's Authorization for Agent Representation form must be signed/ notarized and submitted as part of the application; |
| ☐ Scaled elevations & plans; | ☐ For window replacement, a Window Survey must be completed. |

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

- ☐ Historic District Overlays " see LDC Section 8.01.01
- ☐ Specific Requirements within the OT-1 and OT-2 Zoning Districts " see LDC Section 8.01.01.02
- ☐ Amelia River Waterfront Community Redevelopment Area " see LDC Section 8.01.02
- ☐ Application Process for Certificate of Approval " see LDC Section 8.03.03
- ☐ Signage in the Historic Districts and Community Redevelopment Area " see LDC Section 8.01.03
- ☐ Requirements for Demolition Applications " see LDC Section 8.03.03.01
- ☐ Appeals - see LDC Section 8.03.09

The LDC is Available for Review at

www.fbfl.us/LDC

Appeals

An applicant may appeal the HDC's decision for variances to a court of record as outlined in LDC Section 10.02.04(D). The petition shall be presented to within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

PROJECT TYPE*

Repair

Choose all that applies.

APPROVAL TYPE*

Board Approval: Final

See Certificate of Approval Matrix for details

Previously approved case

PROPERTY INFORMATION

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

Historic District***Site Address*****City*****State*****Zip Code*****Parcel ID #(s)*****OWNER OF RECORD**

As recorded with the Nassau County Property Appraiser

First Name***Last Name*****Mailing Address*****City*****State*****Zip Code*****Telephone Number*****E-mail Address*****OWNER'S AGENT**

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

First Name***Last Name*****Company (if applicable)****Street Address****City****State****Zip****Telephone Number****E-mail Address**

Project Description*

Restoration of 1-story shot-gun home adding approx 11.5' to rear (north) to accommodate a bedroom where a deck now exists. Also construction of a 16x24 2 story carriage house accessory to NE corner of property.

Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s).

MATERIALS

List all proposed materials and colors, as applicable

EXTERIOR FABRIC

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

DOORS

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

WINDOWS

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

ROOFING

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

FASCIA/TRIM

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

FOUNDATION

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

SHUTTERS

Manufacturer	Product Description
	Include FL Product Approval # for Windows and Doors

Color

(Name/Number)

PORCH/DECK

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

FENCING

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

DRIVEWAYS/SIDEWALKS

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

SIGNAGE

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

OTHER

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

Please upload supplemental documentation and all product brochures, paint color samples, etc.

Upload 1 Choose File No file selected	Upload 2 Choose File No file selected	Upload 3 Choose File No file selected	Upload 4 Choose File No file selected
Upload 5 Choose File No file selected	Upload 6 Choose File No file selected	Upload 7 Choose File No file selected	Upload 8 Choose File No file selected

Certification*



By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application.



I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.
5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).
6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.
7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.
8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.
9. I/We understand that Certificates of Approval are only valid for one (1) year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

Applicant First Name*

Peter

Applicant Last Name*

Venerdi

Today's Date*

8/30/2020



DEPARTMENT OF PLANNING & CONSERVATION

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

Acknowledgment and Waiver of Rights: Fernandina Beach CMT Hearing

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

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

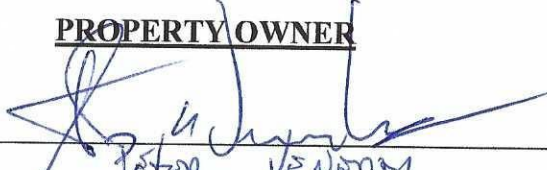
Applicant and/or Property Owner further acknowledges that they have had an opportunity to consult with and be represented by counsel of their choosing and is advised to do so. Applicant and/or Property Owner freely, without duress or coercion, and based on Applicant's and/or Property Owner's own judgment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

PROPERTY OWNER

SIGNATURE:

NAME:

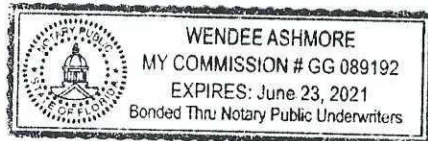
PROJECT NAME/ADDRESS:


PETER VENERDI
~~XXXXXXXXXX~~ 505 CEDAR ST
F.B. 32034

STATE OF FLORIDA
COUNTY OF NASSAU

I HEREBY CERTIFY that on this day, personally appeared before me, by means of ☒ physical presence or ☐ online notarization, PETER VENERDI, who is personally known to me or who has produced FL DL V563-865-68-246 ID identification, who is the person described in and who executed the foregoing instrument and who acknowledged before me that he/she executed the same for the uses and purposes therein expressed.

Witness my hand and official seal, this 3RD day of SEPTEMBER, 2020.




Notary Public, State of Florida

PROPERTY OWNER'S AGENT

SIGNATURE:

NAME:

PROJECT NAME/ADDRESS:

STATE OF FLORIDA
COUNTY OF NASSAU

I HEREBY CERTIFY that on this day, personally appeared before me, by means of ☐ physical presence or ☐ online notarization, _____, who is personally known to me or who has produced _____ as identification, who is the person described in and who executed the foregoing instrument and who acknowledged before me that he/she executed the same for the uses and purposes therein expressed.

Witness my hand and official seal, this _____ day of _____, 2020.

Notary Public, State of Florida



APPLICATION FOR HISTORIC DISTRICT COUNCIL COA

OFFICE USE ONLY	
REC'D: _____	BY: _____
PAYMENT: \$ _____	TYPE _____
APPLICATION #: _____	
HDC CASE #: _____	
APPLICATION COMPLETE: Y _____ N _____	
PRE-CONFERENCE: Y _____ N _____ DATE _____	

BOARD MEETING DATE: _____	
PLANNER: _____	DATE: _____
____ APPROVED ____ DENIED	

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

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

PROPERTY INFORMATION	
Street Address: <u>505 CEDAR STREET</u>	
Historic District: ☒ Downtown ☐ Old Town ☐ CRA Waterfront	
Parcel Identification Number(s): <u>00-00-31-1800-0027-0072</u>	
Zoning District: <u>R2</u> Lot / Block Number (optional) <u>W32467/27</u>	

Owner of Record	
Owner(s) Name <u>PETER E. VENERDI, III</u>	
Corporation or Company	
Street Address <u>2797 PARK SQUARE PLACE</u>	
City State Zip <u>FERNANDINA BEACH, FL 32034</u>	
Telephone Number <u>(904) 509-1688</u>	
Fax Number	
Email Address <u>BO.VENERDI@GPPENT.COM</u>	

Applicant or Agent	
Applicant Name	
Corporation or Company <u>COTNER ASSOCIATES, INC. ARCHITECTS</u>	
Street Address <u>9 S. 3RD ST.</u>	
City State Zip <u>FERNANDINA BEACH, FL 32034</u>	
Telephone Number <u>(904) 277-4593</u>	
Fax Number <u>(904) 277-6734</u>	
Email Address <u>JOHN@COTNERASSOCIATES.COM</u>	

PROJECT DESCRIPTION

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

RESTORATION OF THIS ONE-STORY, SHOTGUN HOME ADDING APPROXIMATELY 11.5' TO REAR (NORTH) TO ACCOMMODATE A BEDROOM WHERE A DECK NOW EXISTS. ALSO CONSTRUCTION OF A 16x24 2 STORY CARRIAGE HOUSE ACCESSORY TO NORTHEAST CORNER OF PROPERTY.

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

RESTORE EXISTING SHOTGUN HOME AS ACCURATELY AS PRACTICAL UTILIZING NATURAL WOOD PRODUCTS OF SAME PROFILES AS ORIGINAL.

List proposed materials and colors, as applicable:

Project Scope	Type, Material, Brand	Color
Exterior Fabric	REPAIR ORIGINAL WOOD SIDING	BRIGHT WHITE
Doors	ANDERSEN A SERIES	ROCKWOOD SHUTTER GREEN SW
Windows	ANDERSEN A SERIES	" ROCKWOOD SW ROCKWOOD SHUTTER GREEN
Roofing	CALVALUM 5-V	NATURAL
Fascia/Trim	EXISTING - REPAIR AS NECESSARY W/#1 SYP	BRIGHT WHITE
Foundation	EXISTING - RECENTLY REPAIRED	NATURAL PARCE COAT
Shutters	BAHAMA SHUTTERS	"ROCKWOOD SHUTTER GREEN" SW
Porch/Deck	5/4 P.T. T&G SYP	SAGE GREEN SW
Fencing	P.T. 1x8 HORIZONTAL BOARD, 5' HT.	WHITE
Driveways/Sidewalks	BRICK PAVERS (4x8) BASKET WEAVE	RED TO BURNT UMBER BLEND
Signage	N/A	—
Other	WOOD HANDRAILS & GUARDRAILS	WHITE

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

CERTIFICATION

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Community Development Department to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until your application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.
5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such ex-parte communications are prohibited (Communication about your project with a Historic District Council member).
6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.
7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.
8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.
9. I/We understand that Certificates of Approval are only valid for one year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

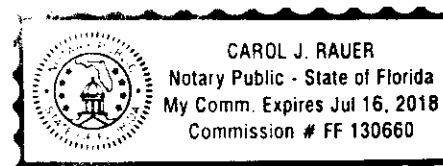
12-13-17
Date

[Signature]
Signature of Applicant

STATE OF FLORIDA

COUNTY OF NASSAU

ss }



Subscribed and sworn to before me this 13th day of December, 2017.

[Signature]
Notary Public Signature

CAROL J. RAUER
Printed Name

7/16/18
My Commission Expires

Personally Known ☒ OR Produced Identification ☐ ID Produced: ☐



OWNER'S AUTHORIZATION FOR AGENT REPRESENTATION

I / WE Peter E Venerdi III
(print name of property owner(s))

hereby authorize: COTNER ASSOCIATES, INC
(print name of agent)

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

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

[Signature]
(Signature of owner)

Peter E Venerdi III
(Print name of owner)

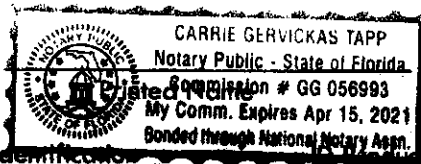
(Signature of owner)

(Print name of owner)

STATE OF FLORIDA }
COUNTY OF NASSAU }
ss

Subscribed and sworn to before me this 11th day of December, 2017.

[Signature]
Notary Public: Signature



Personally Known ✓ OR Produced Identification _____ ed: _____

My Commission Expires _____

Prepared by and return to:

Ronald J. Conte, Esq.

Conte|Trevett, P.L.

5850 T.G. Lee Boulevard, Suite 435

Orlando, FL 32822

File Number: 17-0346

(Space Above This Line For Recording Data)

Warranty Deed

This Warranty Deed made this 16th day of August, 2017, between **Kim Davies** whose post office address is **320 N. 5th Street, Fernandina Beach, FL 32034**, grantor, and **Peter E. Venerdi, III, a married man**, whose post office address is **2797 Park Square Place, Fernandina Beach, FL 32034**, grantee:

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

Witnesseth, that said grantor, for and in consideration of the sum of **ONE HUNDRED TWENTY THOUSAND AND 00/100 DOLLARS (U.S. \$120,000.00)** and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said grantee, and grantee's heirs and assigns forever, the following described land, situate, lying and being in the **Nassau County, Florida**, to-wit:

All of that certain lot, piece or parcel of land situate, lying and being in the City of Fernandina Beach (formerly named Fernandina), in the 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 Co. in 1857 and enlarged, revised and reissued by the Florida Town Improvement Co. in 1887 and 1901) as the

West 32.25 feet of Lot Numbered Seven (7), in Block Twenty-seven (27).

Parcel Identification Number: 00-00-31-1800-0027-0072

Subject to taxes for 2017 and subsequent years; covenants, conditions, restrictions, easements, reservations and limitations of record, if any.

Grantor warrants that at the time of this conveyance, the subject property is not the Grantor's homestead within the meaning set forth in the constitution of the state of Florida, nor is it contiguous to or a part of homestead property. Grantor's residence and homestead address is: 320 N. 5th Street, Fernandina Beach, FL 32034

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

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

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2016.

In Witness Whereof, grantor has hereunto set grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

Sharon Koopman
First Witness Signature
Printed Name: Sharon Koopman

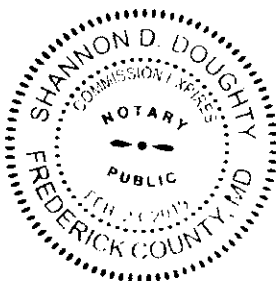
Kim Davies
Kim Davies

Gavin Huntberry
Second Witness Signature
Printed Name: Gavin Huntberry

State of Maryland
County of Frederick

The foregoing instrument was acknowledged before me this 15 day of August, 2017, by Kim Davies, he () is personally known to me or (X) has produced Driver's License as identification.

(SEAL)



Shannon Doughty
Notary Public
Printed Name: Shannon Doughty
My Commission Expires: 2/23/2019

DRAWING INDEX

A-1	SITE PLAN & CODE INFO
A-2	SPECIFICATIONS
A-3	SPECIFICATIONS
A-4	MAIN HOUSE
A-5	CARRIAGE HOUSE
A-6	SECTIONS & DETAILS
S-0	GENERAL NOTES

VENERDI RESIDENCE

505 CEDAR STREET
FERNANDINA BEACH
NASSAU COUNTY, FLORIDA

[illegible][illegible]

W
U
Z
W
A
S
W
V
—
A
V
W
Z
W
Y

505 CEDAR STREET
FERNANDINA BEACH
NASSAU COUNTY, FLORIDA

NOTE: DRAWING SCALE IS 1/2 OF SCALE LISTED IF PRINTED ON 11X17 MEDIA

Project: 171592 Released:

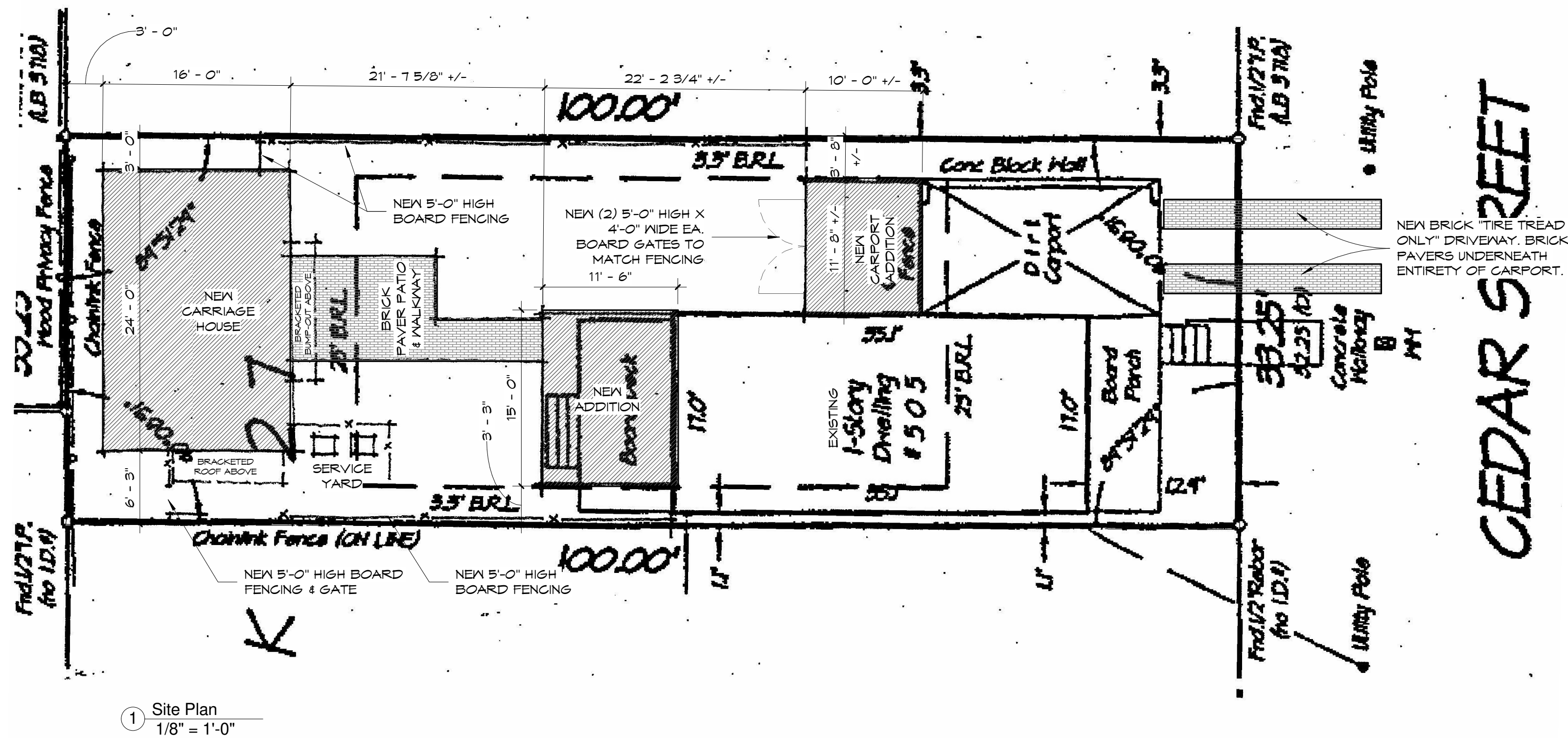
SITE & CODE INFO

Plan North	Sheet Number
------------	--------------



A-1

Page 01 of XX



WIND DESIGN / OTHER PER FBC 2014

WIND ZONE: 128 mph

EXPOSURE: C

METHOD OF OPENING PROTECTION: NA

TYPE OF CONSTRUCTION: V

FLOOD ZONE DESIGNATION & BASE FLOOD ELEVATION: "X"

PROPOSED ELEVATION OF GROUND SLAB (IF UTILIZED): 6" ABV GRADE +/-

PROPOSED ELEVATION OF GRADE IMMED. ADJACENT TO STRUCTURE: EXISTING

AVERAGE ROOF HEIGHT: 21'-0" MAX (MAIN HOUSE) & 24'-6" MAX (ACCESSORY)

NUMBER OF STORIES: TWO

ZONING DESIGNATION: R-2

SETBACKS PER ZONING: Front: 25'-0" / Side: 3'-4" / Rear: 25'-0"

TOTAL NEW CONDITIONED AREA: 556.5 S.F. (ADDITION & ACCESSORY)

TOTAL NEW UNCONDITIONED AREA: EXISTING

TOTAL NEW COVERED POPULATION: 1,000,000

WIND COMPLIANCE STATEMENT

THESE DESIGN PLANS AND SPECIFICATIONS ARE IN COMPLIANCE WITH THE STANDARDS ESTABLISHED IN SECTION 16B-33.007, FLORIDA ADMINISTRATIVE CODE.

THE MAIN WIND-FORCE RESISTING SYSTEM HAS BEEN DESIGNED IN ACCORDANCE WITH CHAPTER 6, AMERICAN NATIONAL STANDARDS AMERICAN SOCIETY OF CIVIL ENGINEERING ASCE 7-10 "MINIMUM DESIGN LOADS FOR BUILDINGS AND OTHER STRUCTURES" TO WITHSTAND THE WIND LOADS ASSOCIATED WITH A MINIMUM BASIC WIND SPEED OF 128 MILES PER HOUR.

THE COMPONENTS AND CLADDING HAVE BEEN SELECTED AND THEIR USE INCORPORATED INTO THE DESIGN AND SPECIFICATIONS IN ACCORDANCE WITH CHAPTER 6, AMERICAN NATIONAL STANDARDS AMERICAN SOCIETY OF CIVIL ENGINEERING ASCE 7-10 "MINIMUM DESIGN LOADS FOR BUILDINGS AND OTHER STRUCTURES" TO WITHSTAND THE WIND LOADS ASSOCIATED WITH A MINIMUM BASIC WIND SPEED OF 128 MILES PER HOUR.

I HEREBY CERTIFY THAT THIS STRUCTURE, AS DESIGNED AND DETAILED BY
COTNER ASSOCIATES, INC., ARCHITECTS, CONFORMS TO THE FLORIDA BUILDING
CODE 2014 WIND LOAD CRITERIA AND CAN STRUCTURALLY WITHSTAND A WIND
LOAD OF 128 MPH AS SPECIFIED BY THE COASTAL ZONE PROTECTION ACT OF 1981
AND AMENDED AS OF 1986.

COTNER ASSOCIATES, INC. ARCHITECTS DOES NOT ASSUME RESPONSIBILITY FOR OMISSIONS, UNWORKMAN-LIKE PERFORMANCE OR DEVIATIONS FROM THE PLANS SPECIFICATIONS AND DETAILS WHICH MAY OCCUR BY CONTRACTOR, SUBCONTRACTORS, OR OWNER DURING THE COURSE OF CONSTRUCTION, NOR CAN, OR DOES, COTNER ASSOCIATES, INC. ARCHITECTS ASSUME RESPONSIBILITY OF THE EXISTING STRUCTURES TO WITHSTAND THE ABOVE CRITERIA OR THE EFFECTS THE EXISTING STRUCTURE MAY HAVE ON THE BUILDING ADDITIONS.

JOHN M. COTNER, A.I.A. #AR0012646

DATE _____



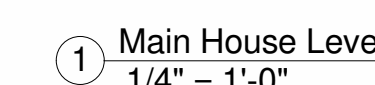
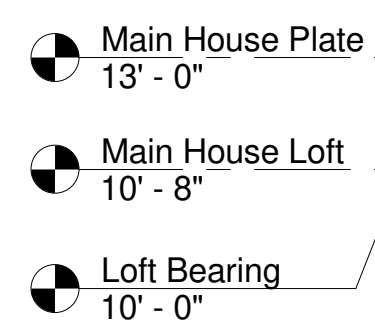
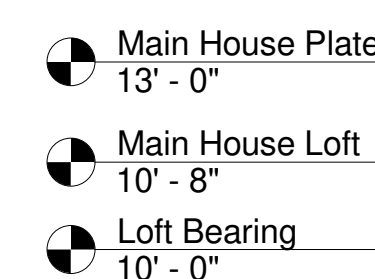
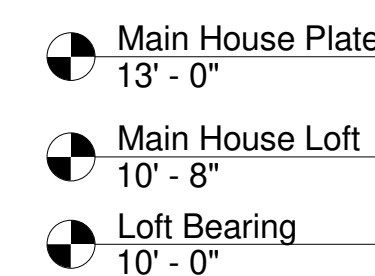
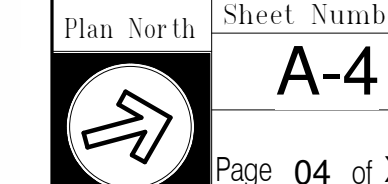
Revisions		
No.	Description	Date

[illegible]

505 CEDAR STREET
FERNANDINA BEACH
NASSAU COUNTY FLORIDA

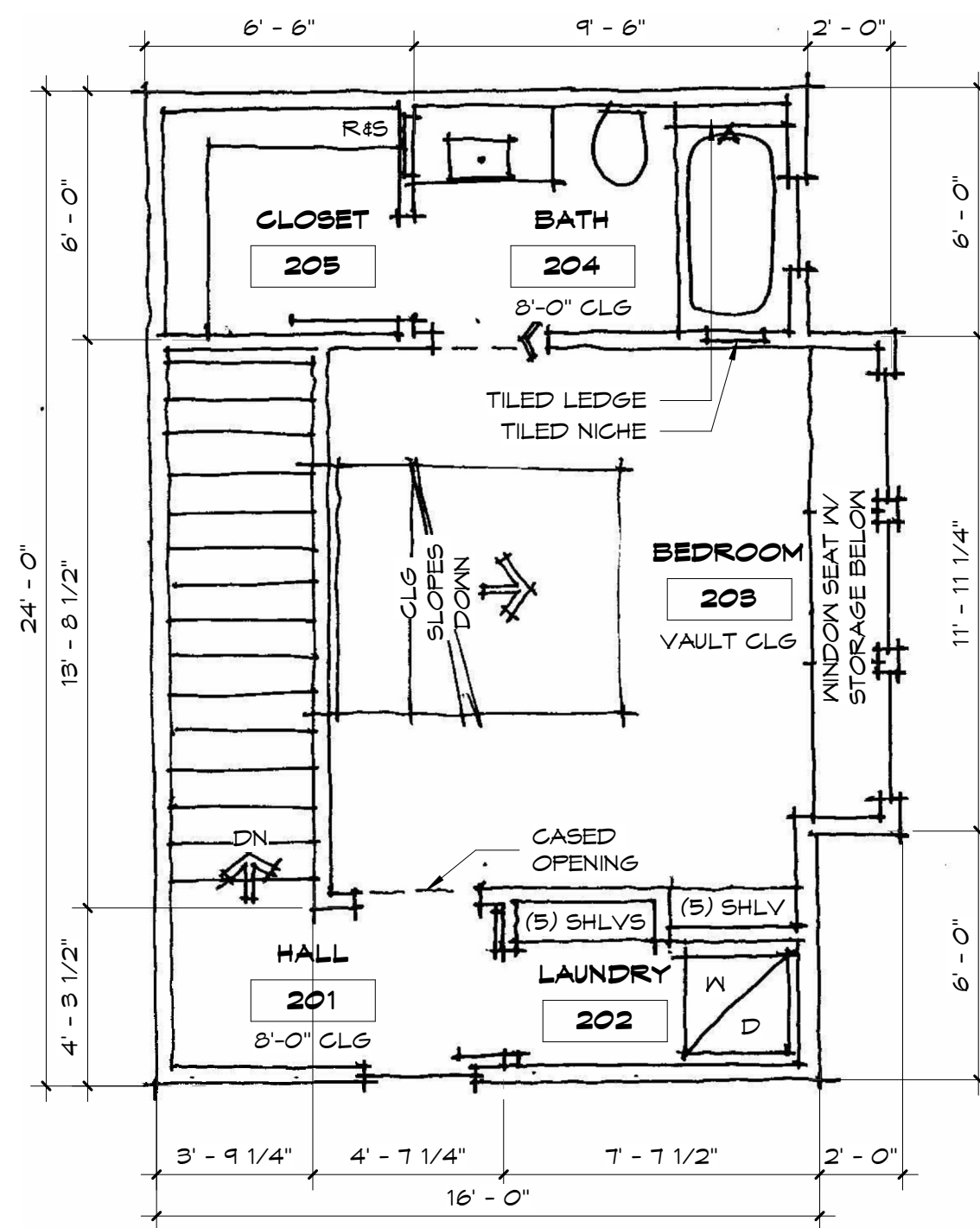
NOTE: DRAWING SCALE IS 1/2 OF SCALE LISTED IF PRINTED ON 11X17 MEDIA	
Project: 171592	Released:

Project Name	Address
MAIN HOUSE	

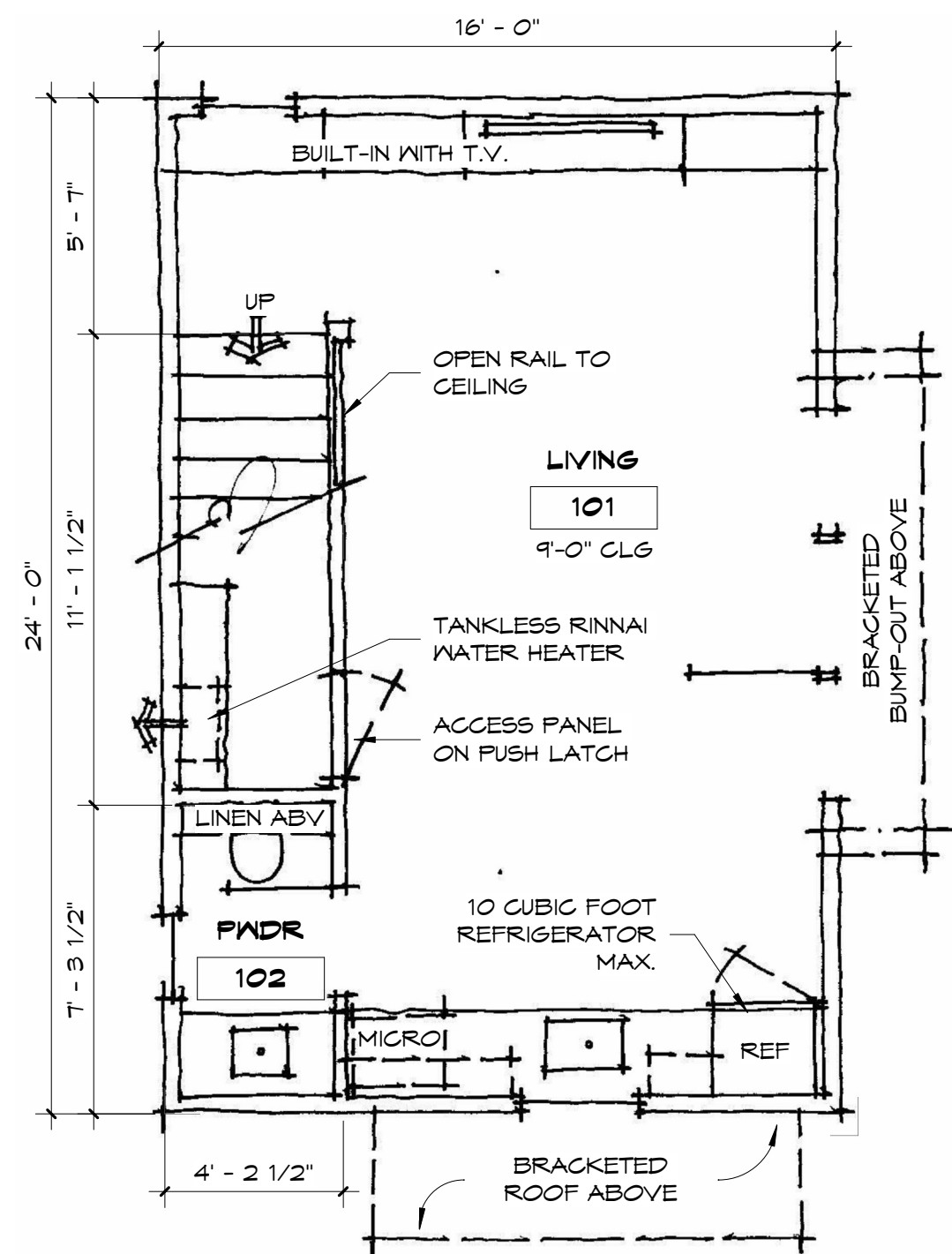


Revisions	
No.	Description

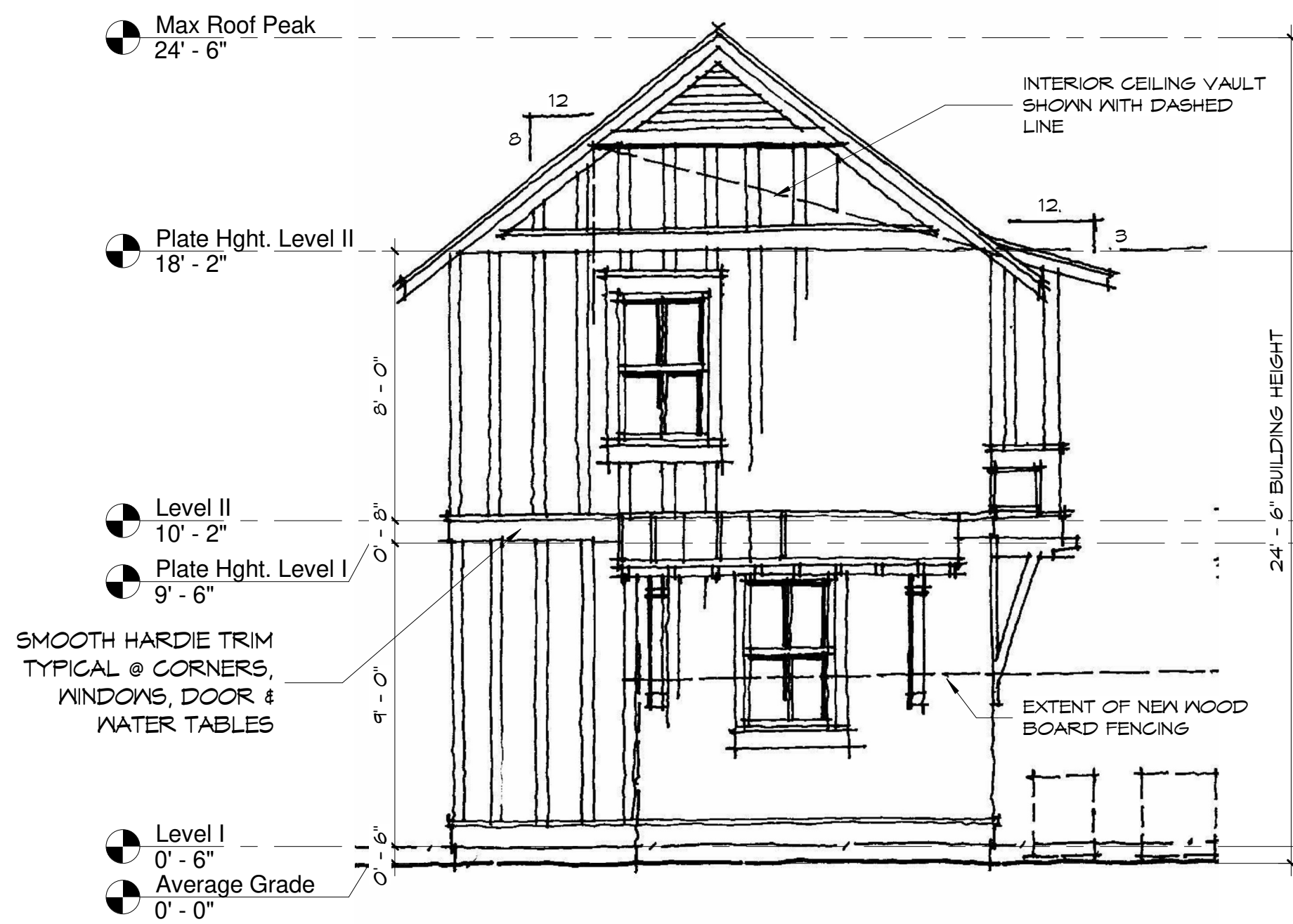
PROGRESS PRINTS	
Issue Date	Issued to/for
12-13-17	Client/Review
Restrictions	
Review Only	
Not Published + All Rights Reserved	
These drawings and specifications are the intellectual property of Cotner Associates, Inc. and shall remain the property of Cotner Associates, Inc. No part of these drawings or specifications may be reproduced or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of Cotner Associates, Inc. Any use of these drawings or specifications for any purpose other than that for which they were prepared is prohibited. Any use of these drawings or specifications for any purpose other than that for which they were prepared is prohibited. Any use of these drawings or specifications for any purpose other than that for which they were prepared is prohibited.	



④ Carriage House Level II
1/4" = 1'-0"



③ Carriage House Level I
1/4" = 1'-0"



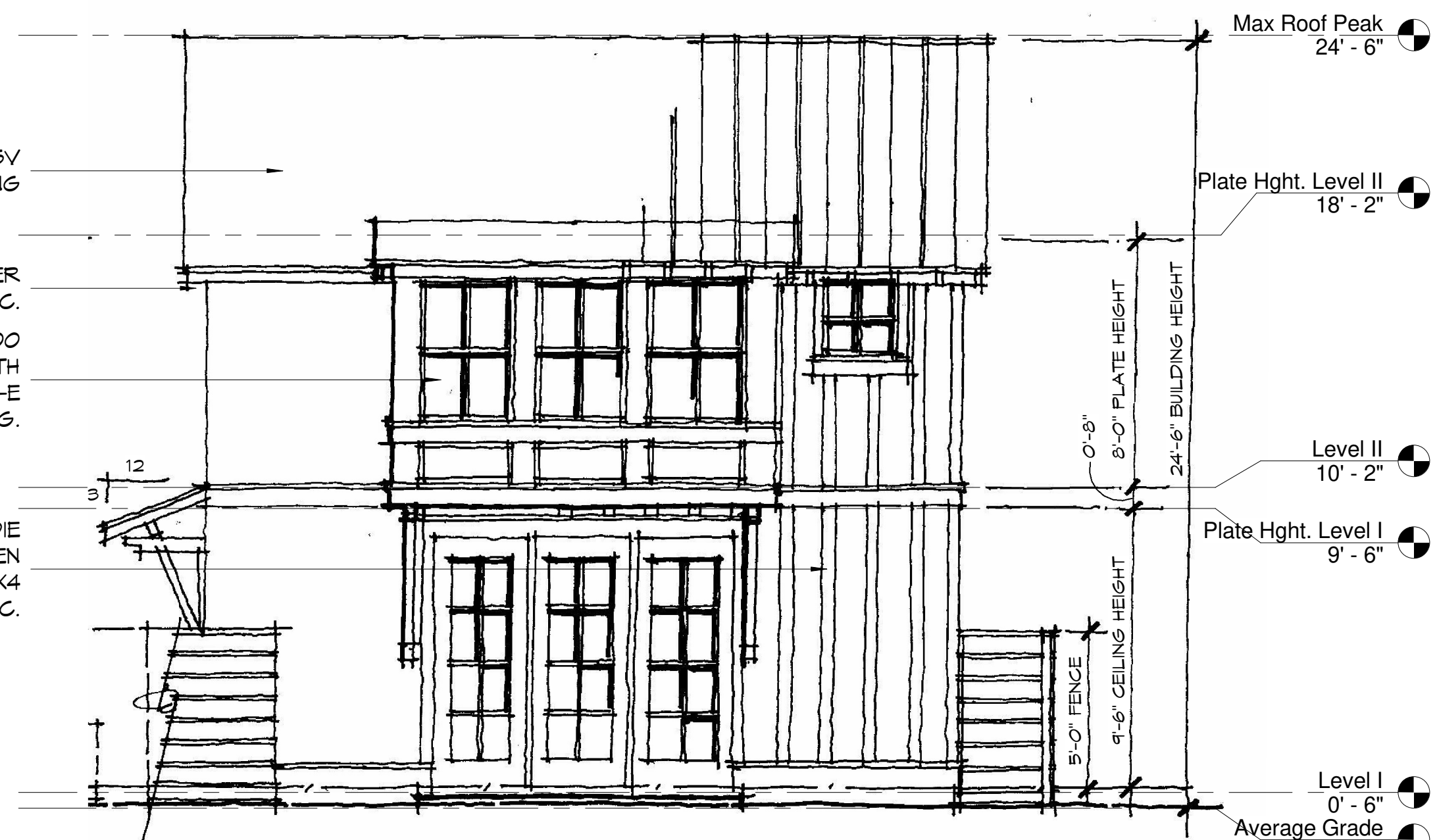
② Carriage House West Elevation
1/4" = 1'-0"

EAST SIMILAR

NATURAL GALVALUME 5V
CRIMP METAL ROOFING

EXPOSED RAFTER
TAILS @ 16' O.C.
ANDERSEN 400
SERIES WINDOWS WITH
MIN. D.P. 40 & LOW-E
INSULATED GLAZING.

SMOOTH HARDIE
BOARD & BATTEN
SIDING WITH 1X4
BATTENS @ 16' O.C.



① Carriage House South Elevation
1/4" = 1'-0"

NORTH SIMILAR

YENERDI RESIDENCE

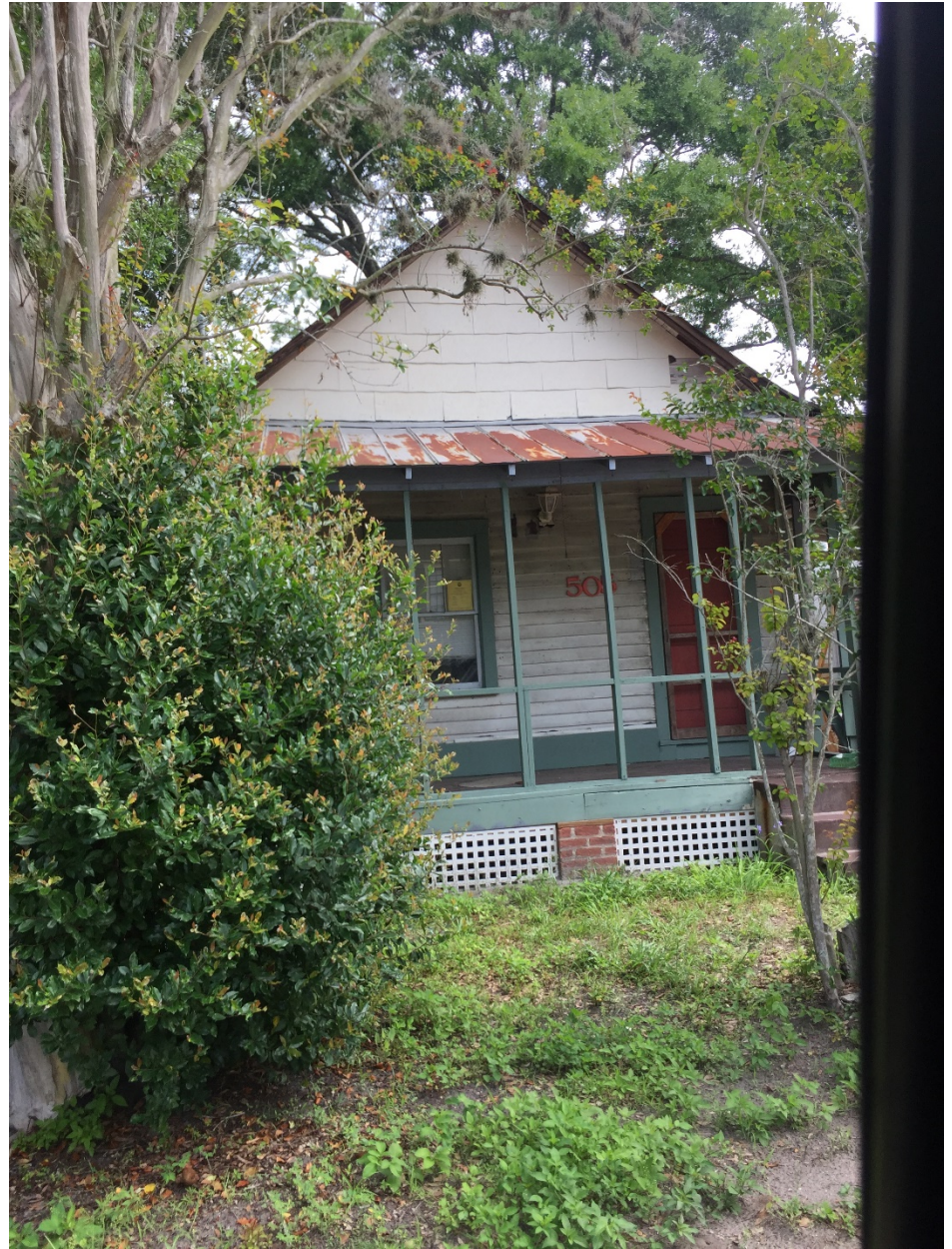
**505 CEDAR STREET
FERNANDINA BEACH
NASSAU COUNTY, FLORIDA**

NOTE: DRAWING SCALE IS 1/2 OF SCALE
LISTED IF PRINTED ON 11X17 MEDIA
Project: 171592 Released:

CARRIAGE HOUSE
Plan North Sheet Number

A-5

Page 05 of XX











HISTORICAL STRUCTURE FORM

Electronic Version 1.1.0

Site #8 NA00636
Recorder # 367
Field Date 3/20/2007
Form Date 3/30/2007
FormNo 200703
FormNo = Field Date (YYYYMM)

First Site Form Recorded for this Site? NO

GENERAL INFORMATION

Site Name (address if none) 505 Cedar St
Other Names _____ Multiple Listing (DHR only) _____
Survey or Project Name _____
National Register Category Building(s) Survey# _____

LOCATION & IDENTIFICATION

Address _____
Street No. Direction Street Name Street Type Direction Suffix
505 _____ Cedar Street

Cross Streets (nearest/ between) _____
City / Town (within 3 miles) Fernandina Beach In Current City Limits? YES
County Nassau Tax Parcel #(s) _____
Subdivision Name _____ Block _____ Lot _____
Ownership _____
Name of Public Tract (e.g., park) _____
Route to (especially if no street address) _____

MAPPING

USGS 7.5' Map Name _____ Publication Date >> FERNANDINA BEACH; 2003
Township: _____ Range: _____ Section: _____ 1/4 section: >> 3N ; 28E ; 23; UNSP
Irregular Section Name: _____
Landgrant _____
UTM: Zone _____ Easting _____ Northing _____
Plat or Other Map (map's name, location) _____

DESCRIPTION

Style Stick Other Style _____
Exterior Plan Irregular Other Exterior Plan _____
Number of Stories 1
Structural System(s) >> Wood frame
Other Structural System(s) _____
Foundation Type(s) >> Piers
Other Foundation Types _____
Foundation Material(s) >> Brick
Other Foundation Material(s) _____
Exterior Fabric(s) >> Asbestos
Other Exterior Fabric(s) _____
Roof Type(s) >> Gable
Other Roof Type(s) _____
Roof Material(s) >> Sheet metal: 3V crimp
Other Roof Material(s) _____
Roof Secondary Structure(s) (dormers etc) >> Other
Other Roof Secondary Structure(s) porte cochere
Number of Chimneys 1
Chimney Material Brick
Other Chimney Material(s) _____
Chimney Location(s) west slope

HISTORICAL STRUCTURE FORM

8NA00636

DESCRIPTION (continued)

Window Descriptions 1/1, 3/1

Main Entrance Description (stylistic details) _____

Porches: #open 1 #closed _____ #incised _____ Location(s) southPorch Roof Types(s) shed

Exterior Ornament _____

Interior Plan _____

Other Interior Plan _____

Condition Fair

Structure Surroundings

Commercial: _____

Residential: MOSTly this category

Institutional: _____

Undeveloped: _____

Ancillary Features (Number / type of outbuildings, major landscape features) shedArchaeological Remains (describe): none

If archaeological remains are present, was an Archaeological Site Form completed? _____

Narrative Description (optional) _____

HISTORY

Construction year 1930

Architect (last name first): _____

Builder (last name first): _____

Changes in Locations or Conditions

Type of Change	Year of Change	Date Change Noted	Description of Changes
>>			

Structure Use History

Use	Year Use Started	Year Use Ended	
			>> <u>Private residence; 1930;</u>

Other Structure Uses _____

Ownership History (especially original owner, dates, profession, etc.) _____

RESEARCH METHODS

Research Methods _____

>> FL Master Site File-Cultural Resources

Other research methods _____

SURVEYOR'S EVALUATION OF SITE

Potentially Eligible for a Local Register? _____

Individually Eligible for National Register? _____

NO

Name of Local Register if Eligible _____

Potential Contributor to NR District? _____

YES

Area(s) of historical significance _____

>> Community planning & development

Other Historical Associations _____

Explanation of Evaluation (required) The resource contributes to the Fernandina Beach Historic District, which was listed in the NRHP in 1973 with a district boundary expansion in 1987.

HISTORICAL STRUCTURE FORM

8NA00636

DOCUMENTATION (Photos, Plans, etc.)

Photographic Negatives or Other Collections Not Filed with FMSF. Including Field Notes, Plans, Other Important Documents.

Document type: _____

Maintaining Organization: _____

File or Accession #: _____

Descriptive Information: _____

>> _____

RECORDER INFORMATION

Recorder Name (Last, First) Bland, Myles

Recorder Address / Phone 7035 Phillips HWY Ste. 5-129 Jacksonville, FL 904-448-4429

Recorder Affiliation Bland & Associates, Inc Other Affiliation _____

Is a Text-Only Supplement File Attached (Surveyor Only)? NO

***** MASTER SITE FILE USE ONLY *****

Cultural Resource Type: SS

Electronic Form Used: S110

Form Type Code: NORM

Form Quality Ranking: NEW

Form Status Code: SCAT

SHPO's Evaluation of Resource

Date _____

Supplement Information Status: NO SUPPLEMENT

Supplement File Status: NO SUPPLEMENT FILE

FMSF Staffer: _____

Computer Entry Date: 6/10/2007

Form Comments: _____

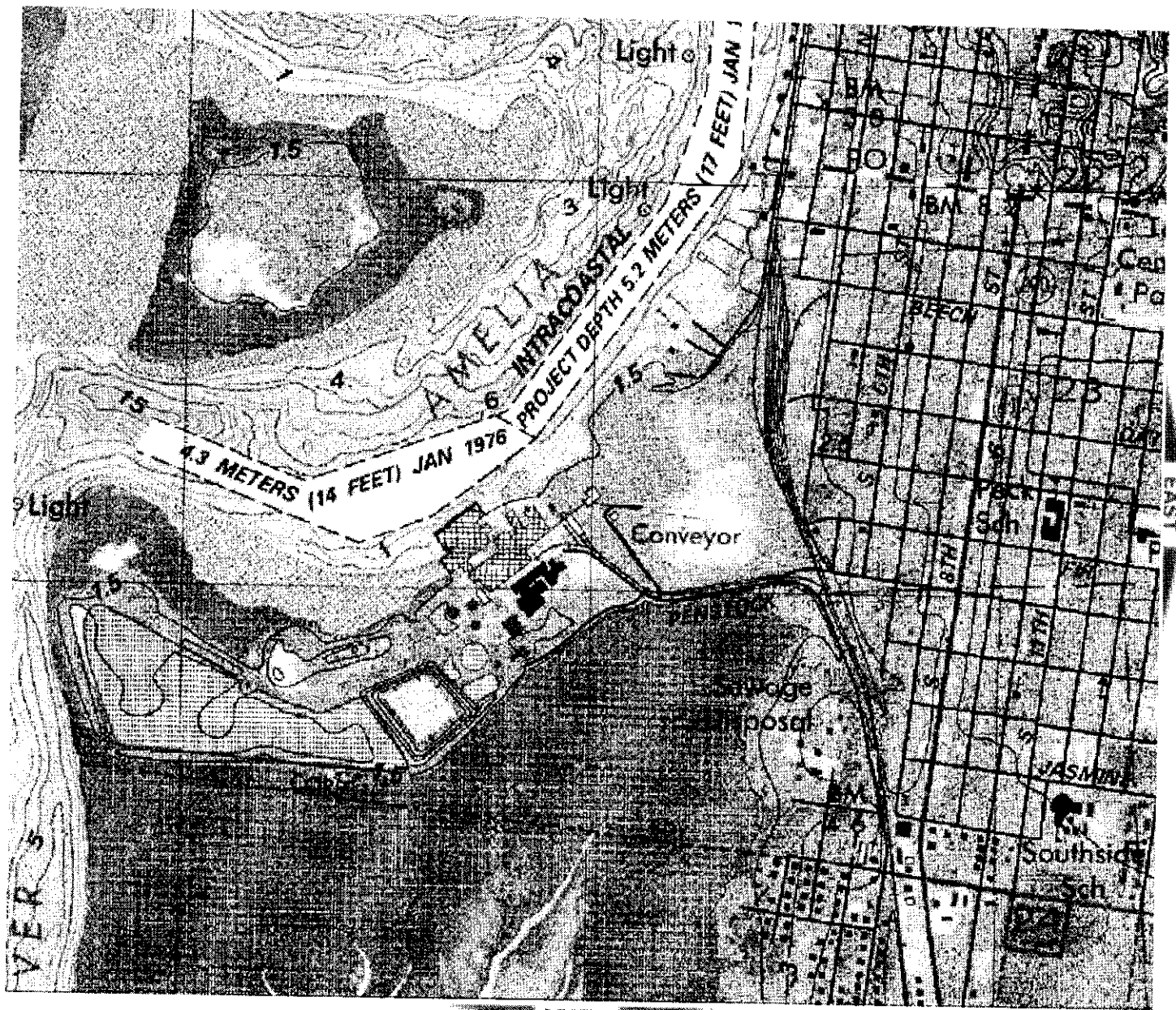
REQUIRED PAPER ATTACHMENTS

- (1) USGS 7.5" MAP WITH STRUCTURE PINPOINTED IN RED
- (2) LARGE SCALE STREET OR PLAT MAP
- (3) PHOTO OF MAIN FACADE, B&W, AT LEAST 3"X5"

NA00636-200703

Supplementary Printout

- > **USGS map name/year of publication or revision:**
FERNANDINA BEACH;2003
- > **Township/Range/Section/Qtr:**
3N ;28E ;23;UNSP
- > **Structural system(s):**
Wood frame
- > **Foundation types:**
Piers
- > **Foundation materials:**
Brick
- > **Exterior fabrics:**
Asbestos
- > **Roof types:**
Gable
- > **Roof materials:**
Sheet metal:3V crimp
- > **Roof secondary structures (dormers etc):**
Other
- > **Change status/year changed/date noted/nature:**
- > **Original, intermediate, present uses/year started/year ended:**
Private residence;1930;
- > **Research methods:**
FL Master Site File-Cultural Resources
Examine local property records
Pedestrian
- > **Area(s) of historical significance:**
Community planning & development
- > **Repositories: Collection/Housed/Accession#/Describe**
- > **[Other name(s)]:**



NA636

367

FLORIDA MASTER SITE FILE
Site inventory Form
**SEE SITE FILE STAFF FOR
ORIGINAL PHOTO(S) OR MAP(S)**

SITE NO. 8 NA 636

SURVEY DATE: 09/30/85

SITE NAME: 505 Cedar St.
ADDRESS OF SITE: 505 Cedar St.
INSTRUCTION FOR LOCATING: N/A

LOCATION: City of Fernandina Beach 27 7
Subdivision Name Block No. Lot No.

COUNTY: Nassau

DISTRICT NAME IF APPLICABLE: Fernandina Beach Historic

OWNER OF SITE: NAME: Moore, Eileen S.

ADDRESS: 337 N. Fletcher Ave. Apt. 4

ADDRESS: Fernandina Beach, FL 32034

TYPE OF OWNERSHIP: private

RECORDING DATE: / /

RECORDER: NAME & TITLE: Historic Property Associates, Inc.

ADDRESS: P. O. Box 1002

St. Augustine, FL 32084

CONDITION OF SITE:

INTEGRITY OF SITE:

Check One

Check one or more

x EXCELLENT
GOOD
FAIR
DETERIORATED

x ALTERED
UNALTERED
ORIGINAL SITE
RESTORED: / /
MOVED: / /

ORIGINAL USE pvt.residence
PRESENT USE pvt.residence
DATES c.+ 1909
CULTURE/PHASE American
PERIOD: 20th Century

NR CLASSIFICATION CATEGORY: building

DATE LISTED ON NR: / /

THREATS TO SITE: Check one or more

ZONING

DEVELOPMENT

DETERIORATION

BORROWING

OTHER (See Remarks Below)

TRANSPORTATION

FILL

DREDGE

AREAS OF SIGNIFICANCE: architecture

SIGNIFICANCE

See Continuation Sheet

RECORD NUMBER 297

ARCHITECT:

BUILDER:

STYLE AND/OR PERIOD: bungalow

PLAN TYPE: rectangular

EXTERIOR FABRIC(S): asbestos: shingles

STRUCTURAL SYSTEM(S): wood frame: balloon

PORCHES: S/1-story end, 2-bay, access S, 1st bay; shed roof;
porte cochere on east side

ORIENTATION: S

FOUNDATION: piers: brick, concrete block

ROOF TYPE: gable

SECONDARY ROOF STRUCTURE(S):

CHIMNEY LOCATION: W: offset: lateral slope

WINDOW TYPE: DHS, 3/1, wood #
DHS, 1/1, wood # DHS, 6/6, wood

CHIMNEY: brick

ROOF SURFACING: metal, sheet: corrugated

ORNAMENT EXTERIOR: wood

NO. OF CHIMNEYS 1

NO. OF STORIES 1

NO. OF DORMERS: 0

OUTBUILDINGS:

SURROUNDINGS:

SITE SIZE (approx. acreage) LT1

TOWNSHIP	RANGE	SECTION
3N	28E	22

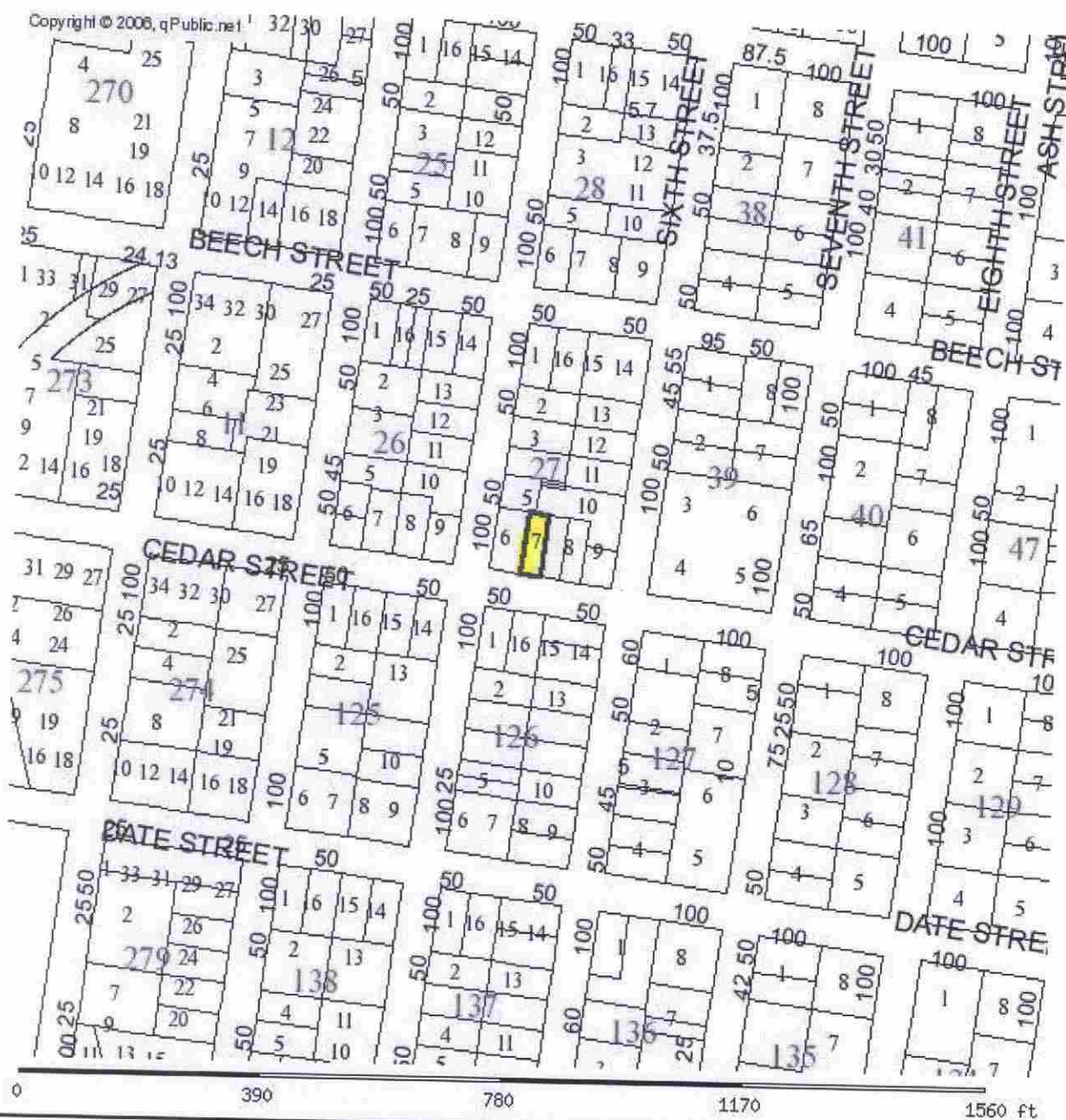
UTM ZONE	UTM EASTING	UTM NORTHING
----------	-------------	--------------

PHOTOGRAPHIC RECORDS NUMBERS:

CONTINUATION SHEET:

505 Cedar St. is located within a subdivision known as the City of Fernandina. The subdivision was laid-out on a series of Spanish land grants acquired by Domingo Fernandez, a ships captain and planter, and his family during the early nineteenth century. Following the acquisition of Florida by the United States in 1821, the heirs of Domingo Fernandez sold the land grants which contained the Eliza or Louisa and Yellow Bluff Plantations to David Levy Yulee, President of the Florida Railroad Company and the first United States Senator from Florida. The Florida Railroad Company recorded the plat of the City of Fernandina in 1857 and the Florida Town Improvement Company revised it in 1887 and 1901.

Constructed c. 1909, it is a one-story frame Bungalow residential building. It is noteworthy for its exposed rafters. Its size and design are similar to 509 Cedar St. It has been significantly altered by use of asbestos shingle siding.

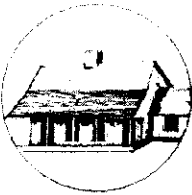


367

NA636

PARCEL INFORMATION TABLE	
Selected Parcel	00-00-31-1800-0027-0072
GIS CALCULATED ACREAGE	0.07
Property Use	SINGLE FAM
Land Use	SFR
OWNERSHIP INFORMATION	
Name	MOORE EILEEN S
Mailing Address	208 SOUTH 7TH STREET FERNANDINA BEACH, FL 32034
Situs/Physical Address	505 CEDAR ST
2006 PROPOSED VALUES	
Land Value	48,000
Ag Land Value	0

☐ Original
☒ Update



HISTORICAL STRUCTURE FORM

FLORIDA MASTER SITE FILE

Version 4.0 1/07

Site #8 **NA00636**
 Field Date 2-15-2018
 Form Date 2-15-2018
 Recorder # _____

Shaded Fields represent the minimum acceptable level of documentation.
 Consult the *Guide to Historical Structure Forms* for detailed instructions.

Site Name(s) (address if none) 505 Cedar St. Multiple Listing (DHR only) _____
 Survey Project Name Fernandina Beach Historic Resource Survey Update Survey # (DHR only) _____
 National Register Category (please check one) ☒ building ☐ structure ☐ district ☐ site ☐ object
 Ownership: ☐ private-profit ☐ private-nonprofit ☒ private-individual ☐ private-nonspecific ☐ city ☐ county ☐ state ☐ federal ☐ Native American ☐ foreign ☐ unknown

LOCATION & MAPPING

Address: 505 Cedar Street
 Cross Streets (nearest / between) _____
 USGS 7.5 Map Name FERNANDINA BEACH USGS Date _____ Plat or Other Map _____
 City / Town (within 3 miles) Fernandina Beach In City Limits? ☒ yes ☐ no ☐ unknown County Nassau
 Township 3N Range 28E Section 23 1/4 section: ☐ NW ☐ SW ☐ SE ☐ NE Irregular-name: _____
 Tax Parcel # 00-00-31-1800-0027-0072 Landgrant _____
 Subdivision Name _____ Block _____ Lot _____
 UTM Coordinates: Zone ☐ 16 ☐ 17 Easting ☐ ☐ ☐ ☐ ☐ ☐ Northing ☐ ☐ ☐ ☐ ☐ ☐
 Other Coordinates: X: _____ Y: _____ Coordinate System & Datum _____
 Name of Public Tract (e.g., park) _____

HISTORY

Construction Year: 1900 ☒ approximately ☐ year listed or earlier ☐ year listed or later
 Original Use Private Residence (House/Cottage/Cabin) From (year): _____ To (year): _____
 Current Use Private Residence (House/Cottage/Cabin) From (year): _____ To (year): _____
 Other Use _____ From (year): _____ To (year): _____
 Moves: ☐ yes ☐ no ☒ unknown Date: _____ Original address _____
 Alterations: ☒ yes ☐ no ☐ unknown Date: _____ Nature Porch; some windows; some siding
 Additions: ☐ yes ☒ no ☐ unknown Date: _____ Nature _____
 Architect (last name first): _____ Builder (last name first): _____
 Ownership History (especially original owner, dates, profession, etc.) _____

Is the Resource Affected by a Local Preservation Ordinance? ☒ yes ☐ no ☐ unknown Describe Downtown historic district

DESCRIPTION

Style Frame Vernacular Exterior Plan Rectangular Number of Stories 1
 Exterior Fabric(s) 1. Weatherboard 2. Shingles-asbestos 3. _____
 Roof Type(s) 1. Gable 2. _____ 3. _____
 Roof Material(s) 1. Sheet metal: 5V crimp 2. _____ 3. _____
 Roof secondary strucs. (dormers etc.) 1. _____ 2. _____
 Windows (types, materials, etc.) 6/6 dhs; 3/1 & 1/1 replacements

Distinguishing Architectural Features (exterior or interior ornaments) Shotgun form; exposed rafters; porte cochere addition

Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.) _____

DHR USE ONLY

OFFICIAL EVALUATION

DHR USE ONLY

NR List Date _____	SHPO – Appears to meet criteria for NR listing: ☐ yes ☐ no ☐ insufficient info Date _____ Init. _____
☐ Owner Objection	KEEPER – Determined eligible: ☐ yes ☐ no Date _____
	NR Criteria for Evaluation: ☐ a ☐ b ☐ c ☐ d (see <i>National Register Bulletin 15</i> , p. 2)

DESCRIPTION (continued)

Chimney: No. 1 Chimney Material(s): 1. Brick 2. _____
 Structural System(s): 1. Wood frame 2. _____ 3. _____
 Foundation Type(s): 1. Piers 2. _____
 Foundation Material(s): 1. Brick 2. _____
 Main Entrance (stylistic details) Wood panel door

Porch Descriptions (types, locations, roof types, etc.) Entry/S, was screened w square wood supports, hip, full facade; porte cochere/E, extended from entry porch

Condition (overall resource condition): ☐ excellent ☐ good ☒ fair ☐ deteriorated ☐ ruinous

Narrative Description of Resource _____

Archaeological Remains _____ ☐ Check if Archaeological Form Completed

RESEARCH METHODS (check all that apply)

☒ FMSF record search (sites/surveys) ☒ library research ☐ building permits ☒ Sanborn maps
☐ FL State Archives/photo collection ☐ city directory ☐ occupant/owner interview ☒ plat maps
☐ property appraiser / tax records ☒ newspaper files ☐ neighbor interview ☐ Public Lands Survey (DEP)
☒ cultural resource survey (CRAS) ☒ historic photos ☐ interior inspection ☒ HABS/HAER record search
☐ other methods (describe) _____

Bibliographic References (give FMSF manuscript # if relevant, use continuation sheet if needed) _____

OPINION OF RESOURCE SIGNIFICANCE

Appears to meet the criteria for National Register listing individually? ☐ yes ☒ no ☐ insufficient information

Appears to meet the criteria for National Register listing as part of a district? ☒ yes ☐ no ☐ insufficient information

Explanation of Evaluation (required, whether significant or not, use separate sheet if needed) This is an update-the building has been deemed a contributing resource to the Fernandina Beach Historic District, which was listed in the NRHP in 1973 with a district boundary expansion in 1987.

Area(s) of Historical Significance (see *National Register Bulletin 15*, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.)

1. Community planning & development 3. _____ 5. _____
 2. _____ 4. _____ 6. _____

DOCUMENTATION

Accessible Documentation Not Filed with the Site File - including field notes, analysis notes, photos, plans and other important documents

1) Document type _____ Maintaining organization _____
 Document description _____ File or accession #'s _____
 2) Document type _____ Maintaining organization _____
 Document description _____ File or accession #'s _____

RECORDER INFORMATION

Recorder Name Sheldon Owens

Affiliation Brockington and Assoc. Inc.

Recorder Contact Information 498 Wando Park Blvd. Suite 700, Mt. Pleasant SC 29464; 843-881-3128
 (address / phone / fax / e-mail)

Required Attachments

● **USGS 7.5' MAP WITH STRUCTURE LOCATION PINPOINTED IN RED**

● **LARGE SCALE STREET, PLAT OR PARCEL MAP** (available from most property appraiser web sites)

● **PHOTO OF MAIN FACADE, ARCHIVAL B&W PRINT OR DIGITAL IMAGE FILE**

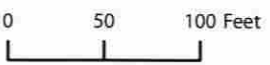
If submitting an image file, it must be included on disk or CD **AND** in hard copy format (plain paper is acceptable).
 Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.



Brockington
CULTURAL RESOURCES CONSULTING

**Fernandina Beach
Survey Update 2018**

○ Historic Resource



* All numbers start with NA****.



19010





1. **Call to Order** – The meeting was called to order at 5:01 pm.

2. **Roll Call/Determination of Quorum**

Council Members Present

Michael Harrison - Chair
Angela Conway
James Pozzetta (Alt 1)

William Tilson – Vice Chair
Michael Spino

Council Members Absent

Robert Erickson

Others Present

Tammi Bach, City Attorney
Salvatore J. Cumella, City Preservation Planner
Kelly Gibson, Planning Manager/Recording Secretary

City Attorney Tammi Bach explained the quasi-judicial procedures. Planner Kelly Gibson administered the oath to parties that were about to present testimony.

3. **New Business**

3.1 **TRINITY UNITED METHODIST CHURCH C/O RICE ARCHITECT, LLC, 101 S. 8TH STREET(HDC 2017-41)**

Certificate of Approval (COA) for the construction of an ADA ramp and parking space. (*Quasi-Judicial*)

Chair Harrison requested that addresses be included in the title of items for Board clarification.

Mr. Cumella presented the case as outlined in the staff report. He indicated that the original application requested a concrete parking slab which was removed, the following request before Board consideration was for the ramp only. In the staff report, he provided analysis that indicated there was a need for updated drawings and a plan to access the ramp, as there were curbs from the street to where the ramp was proposed. Upon this analysis, staff concluded that the requested action was incomplete and recommended denial or continuation of case of HDC 2017-41.

Chair Harrison requested that the applicant bring a full packet of information, and proposed to defer action until such time that the Board was provided the complete case information. He made a motion to the effect.

The applicant/agent, Mr. Randy Rice, 961687 Gateway Blvd Suite 201-H, stated that this project was originally slated for the December meeting but had been pushed to the meeting today. He requested that the Board hear the case because they have a team of volunteers ready to do the work to provide access to the buildings and presented updated materials. Chair Harrison asked if they had a plan to access the ramp, and Mr. Rice stated that right now, there was grass and a ramp, and indicated that he would work with City staff for their recommendations.

A voice vote was taken to move forward with hearing the case, and all were in favor.

Mr. Rice distributed updated material and provided an overview of the ADA ramp. Member Spino requested an explanation of the use of the structure and why the ramp is needed. Mr. Rice stated that it is used as a parish house, and sometime used for gatherings on Sundays the ramp provides access to church members who need it.

Public hearing was then opened and closed.

Member Tilson stated that it would be very difficult to locate a ramp without it being highly visible and that having some sort of concrete pad would be good for wheelchair access. Member Spino asked if the pad was something staff could approve, and Mr. Cumella stated it was.

A motion was made by Member Spino, seconded by Member Conway, to approve HDC 2017-41 without conditions; and that the HDC make the following the findings of fact and conclusions of law part of the record that case HDC 2017-41 is substantially compliant with the Land Development Code, the Historic Downtown District Guidelines, and the Secretary of Interior Standards to warrant approval at this time. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

Chair Harrison requested that applicants and staff make sure complete applications are presented to the Board so that they have all the information to make an informed decision. Without complete information, the Board may move the item to another meeting, which may delay applicants' timetables and frustrate the Board and citizens.

3.2 PETER E. VENERDI III C/O COTNER ASSOCIATES, INC., 505 CEDAR STREET (HDC 2018-01)

Certificate of Approval (COA) to rehabilitate a contributing primary structure; construct a 15'x16' addition at rear; and construct an approx. 384 sq. ft. 2-story accessory dwelling. (*Quasi-Judicial*)

The Board members disclosed ex parte communications. Member Spino disclosed that he had lived across from this property and know the neighbors for 505 Cedar Street, although he had not had any conversation related to this case with the current owner or architect; he also stated that with regard to the 8th Street property, he frequently shops and rides by the area and was very familiar with it.

Mr. Cumella presented the case as outlined in the staff report. He explained that the request was for an accessory dwelling, addition in place of a deck, new windows and awnings, and extension of the carport and driveway. He noted that this accessory structure would be taller than the main dwelling, and that the house next door was approved for a similar accessory structure, but this one being a little different with the roofline being visible from the street it might detract from the main structure. The staff report recommends the following changes be made: that they submit elevations for review (completed); verify configuration of doors and windows; utilizing traditional shutters rather than Bahamas shutters; that the original siding put in the front of the house be repaired with newer siding to side and back as provided for in HDC 2016-34; removal of the horizontal board fencing or utilizing fencing to reflect a more traditional style. Staff finds the requested action was consistent with the Land Development Code, the Secretary of Interior Standards, and the Historic District Downtown Guidelines and recommended approval of HDC 2018-01 with conditions that the final approval reflect the changes listed in the staff report.

Member Tilson asked about the scale of the accessory structure and whether it was to be included in the recommended conditions. Mr. Cumella stated he did want the Board to consider it; however he had just received the information so it wasn't included in the Staff report. Member Spino spoke about the structure at 509 Cedar Street being very tall, and thought it took away from the cottages, and asked for Staff recommendations regarding the new structure at 505 Cedar. Mr. Cumella recommended an accessory structure at 1.5 stories tall similar to the primary structure where the attic space can be used as livable space, but suggested to lower the roofline and scale.

John Cotner, 627 Atlantic Avenue, on behalf of the applicant, spoke first about the scale of the accessory building. He stated that the rationale was to minimize footprint on the small lot, and leave more open area. He said the elevation drawings' perspective is deceiving. Chair Harrison asked how far back the new structure would be, and Mr. Cotner stated it was 80 feet. The orientation of the building was set to gather as much light as possible as one of the inhabitants is legally blind. He wanted to diminish the accessory structure by distance and footprint.

Mr. Cotner then addressed the Bahamas shutters by saying that it maintained light and that they will be barely noticeable. He said other than those items; he was in agreement with Staff's report. They want to save as much material from the house as possible as it is all wood inside along with saving the fireplaces. He also noted that the windows currently in place are not historically accurate and have been modified over time, so they want to use a more historically proportionate window. Chair Harrison asked if the windows and doors would all match, since the current ones had been altered from the original. Mr. Cotner stated that it was now a "mish-mash" but upon completion of the project, there would be a new roof, all windows and doors would match, and the siding would be refurbished. The addition would look different intentionally and the carriage house would be Board and Batten to make it subordinate to the main structure.

Mr. Cotner stated that he thought the board style fencing was consistent with the type of house as it is intended to be a privacy fence, but he didn't think a horizontal fence versus a vertical board fence would make a difference to the owner.

Member Pozetta asked whether porch railings would be new, and Mr. Cotner replied that yes, there was nothing there now, and described them in detail. Member Pozetta asked what portion of the yard would be enclosed by the fence. Mr. Cotner explained that it was the rear portion from the carport back. If he chose a vertical fence it would also be very simple but would not use a transparent fence because it gave the property owners privacy.

Member Spino asked about the view from the street of the accessory structure and stated that it looked as though some of the view would be blocked by the eyebrow roof of the carport. Mr. Cotner provided an additional explanation and added that trees and other vegetation were to be included as part of the design.

Chair Harrison discussed the appearance of scale on the elevations. Member Pozetta asked for context from adjacent houses in the neighborhood, because they would have to look at the visual impact of the accessory structure.

Public Hearing was then opened and closed.

Member Tilson stated that his packet was missing an east elevation, but had made one on his own. In doing so, he found that the elevation issue would not be that much of a concern. He liked the proposal in general, but shared Staff's concern regarding the shutters; but was not concerned with the fencing.

Member Spino stated that recently the Board has been asking applicants to reuse historical materials from structures and cited successful examples of this in the neighborhood, as it retains the historic fabric of the property.

Member Tilson spoke regarding compatible scale of the house and accessory structure.

Member Conway asked whether there was consensus on the shutters and Member Spino asked whether the shutters would be on the property line when open. Mr. Cotner explained that the exterior was a little over a foot from the property line and would allow for the shutters to open slightly. More discussion followed, and the Board consensus was to remove the shutters.

A motion was made by Member Pozetta, seconded by Member Spino, to approve HDC 2018-01 with the following conditions: that the applicant follow staff recommendations for items two and four, and that Bahama shutters be removed from the design; and that the HDC make the following the findings of fact and conclusions of law part of the record that case HDC 2017-36 is substantially compliant with the Land Development Code, the Historic Downtown District Guidelines, and the Secretary of Interior Standards to warrant approval at this time. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

3.3. CMR ISLAND PROPERTIES, 22 S. 8TH STREET (HDC 2018-02)

Conceptual Certificate of Approval (COA) for the construction of 10 attached single-family townhomes. (*Quasi-Judicial*)

Mr. Cumella presented the case as outlined in the staff report. He spoke to the nature of conceptual certificates of approval. And explained that the property has been recently rehabilitated and that the newer structure requires demolition at the rear of the building and requires parking. He added that the property has an 80-inch wide oak tree that should be protected and that although the property is zoned C-3 and requires a 25FT lot width, the current plans is calling for 23FT which would require the applicant to apply for a variance. He stipulated that parking is not required in this zoning but the applicant was proposing one-car garage per unit. Staff was considering recommending on street parking as opposed to garages, because there might be an issue with driveways and parked cars blocking sidewalks. Staff also explained that a variance would be required to deviate from the number of trees required per site and also noted that the oak tree onsite is a protected designated heritage tree. Mr. Cumella then stated that mechanical equipment needed to be on final plans, and that the HDC will need to see the list of materials being used as well. Upon this analysis, staff concluded that the requested action was consistent with the Land Development Code, the Secretary of Interior Standards, and the Downtown Historic District Guidelines and recommended conceptual approval of case HDC 2018-02 with the condition that the applicant incorporates Staff and Board comments into the final design.

Member Spino commented that currently there are no sidewalks in that area and that it is difficult to navigate bicycling or walking. The conceptual drawing showed a proposed sidewalk. Member Pozetta asked if it was typical to draw new plans

considering a non-contributing structure like the Fred's building, when there are several contributing structures within sight of the proposed location.

Mr. Mike McCluskey, the applicant, explained that they thought this project would benefit the downtown area. He brought up the garages as a way to address parking; and that they were building the townhomes around the tree. He introduced Mr. Joel Reitzer, the lead architect, who presented slides showing preliminary plans. Mr. Reitzer described how they would like to remove asphalt for the health of the tree. He described adjoining properties that have a similar height to the proposed plans, showed a modification of the corner units for a view corridor, and explained the plans in detail.

Chair Harrison thanked the applicants for their detailed presentation. He stated that previous Boards had been concerned with mechanical features and their locations, and asked whether the architects had decided where they would go. Mr. Reitzer indicated that the a/c units would be located on the rooftop behind a parapet.

Member Conway was pleased to hear their consideration of the tree as it is a very important part of the neighborhood, and asked whether they had consulted a tree expert. Mr. McCluskey stated a tree expert had already been on the property. The Board discussed the history of the tree and urged the applicants to treat the tree carefully.

Member Pozetta stated that it was important to see how the building was going to look in the context of the whole block, as well as more detail with the mechanical structures and what it really would look like since these are important details that the Board needs to see before approving design. Chair Harrison stated that in that part of town, there is a combination of historical structures from both the mid-twentieth century and the nineteenth century.

Chair Harrison asked why the architects were proposing a reduced minimum lot width in the design. Mr. Reitzer explained that they could add the length to the building but wanted as much open space in between the two buildings as possible, and it might eliminate an exit onto Ash Street. They have applied for a variance but if not granted, it would have an effect on the landscaping. Chair Harrison clarified that any approval at the HDC would not constitute approval of the variance, which is determined by the BOA.

Member Pozzetta wanted to know the applicant's strategy with regards to meeting landscaping requirements. Mr. Reitzer stated that there was not enough space for shade trees, and that they would like to add two ornamental trees in each backyard, and leave the heritage oak as the shade tree for the property. Member Pozzetta stated that there might be opportunities to add plants and trees in the front to reduce the massing. Mr. Reitzer suggested that if the City allowed them use of the right-of-way, there was plenty of space for shade trees there. It was pointed out that there are utility lines in the right of way which would create limits.

Chair Harrison asked Ms. Gibson to administer the oath to those of the public wishing to speak as some arrived after the oath was administered earlier in the meeting. Public Hearing was then opened.

Mr. Darien K. Bolden, Sr., Pastor of First Baptist Missionary Church, spoke on behalf of his congregation against this project due to the lack of historic nature of the project to the community and City. He felt that the church would be hidden from view with the tall buildings, and that parking would become even more difficult to obtain around the church and fellowship hall than it already is. He added that people already block the entrance to the church on busy days. He also expressed concern about increased crime in the neighborhood with residences.

Chair Harrison explained that while he understood parking concerns for the community, parking is not under the purview of the HDC.

Lyn Pannone, 9 Marsh Hawk, representing the Amelia Tree Conservancy, emphasized the importance of the tree to the neighborhood and urged the builders to use precautions during construction to protect the tree.

Tracy Escalante, 804 Atlantic Avenue, owner of the Hoyt House Bed and Breakfast, expressed her concern over privacy for her guests with the proposed rooftop decks and about losing business because of the noise and proximity of the project to the B&B's pool area, as well as increased traffic. She disliked the proposed architecture as not being reflective of the surrounding area, and also expressed concern for the oak tree and the owls living in it. She was also concerned with the people who may buy the property.

Chair Harrison reiterated that the council cannot address issues regarding parking, use, and behavior of future occupants; its purview relating only to the design of the building.

Christopher Page, 103 S. 9th Street, owner of Williams House Bed and Breakfast, is opposed to the project because he doesn't think it fits in harmoniously with the Historic District and noted concerns about vacation rentals.

Kevin Brown, 511 S. 6th Street, native of Fernandina Beach and officer of First Missionary Baptist Church, expressed concern about the updates the Church is unable to make due to its historic nature and doesn't feel the project fits in with the natural beauty of the Historic District.

Rachel Mcelweee, 23 S. 10th Street, agreed with previous comments regarding the style and architecture. She expressed concern with the block fitting the surrounding area as the proposed project might "loom" over the street. She asked where the trash bins would go because she didn't want sidewalks blocked. She felt the neighborhood was very safe and garages are not needed for security.

Eric Bartelt, 3820 S. Fletcher Avenue, wanted to comment on the design elements of the façade and garages. He stated that the structures were very close to the sidewalk and asked about the use of the 2FT strip between the building. He stated there were no windows in the garages and would appear very unfriendly to the public.

Mike Manzie, 2810 Magnolia Woods Court, owner of a business at 117 S. 9th Street, stated that the HDC has an opportunity to harmonize new construction in the area. He expressed concern regarding parking and noted that the current one-way street is problematic. He wished to see a traffic study done to understand the impact on the community. He would like to see a decrease in density as he believes less density might lead to better design. He further expressed concern about the canopy of the tree and would like to have an arborist report on how it will affect the root structure before removing the asphalt.

Peggy Lehosit, 1016 San Fernando Street, provided the nomination form and worked with the applicant to get the oak tree's heritage designation. She clarified that there were two designations for heritage tree, protected and designated, and that the tree is designated. She stated that the applicant has already hired an ISA certified arborist and that the property owners have the right to trim the tree. She then expressed thanks for the efforts to preserve the tree.

Chair Harrison stated acceptance of the good faith effort to preserve the tree.

Robert E. Blue, Sr., 1116 Gum St., a member of First Missionary Baptist Church, requested more consideration of the church functions with respect to traffic and congestion. He expressed opposition to the project.

Marie Dray, 119 S. 10th Street, spoke about the charm and character that drew her to downtown Fernandina Beach. She commended the architect for the addition of a sidewalk and his attempt to preserve the tree, but agreed that the garages would just create blocked sidewalks because of extra cars. She expressed that there are no examples of mid-century modern architecture because no one likes it. She ended by stating that this would block the views of the neighborhood and surrounding area.

Phil Chapman, 2120 Florida Avenue, wanted to point out that the roots of the tree needed protecting during construction. He requested consideration of emergency vehicles with added congestion, along with truck noise on the street. He wanted to know whether any noise abatement would be tied to the development.

Chip Ross, 210 N. 3rd Street, had reviewed the Downtown Historic Guidelines and commented that the applicant had not gone before the HDC to obtain a permit for demolition of the building, and they should provide proper demonstration that the building must be demolished before the HDC considers the plans for new construction. He was under the impression that in the area, two-story buildings were to have commercial on the first floor and residential on the second to get the increase in density downtown.

Maria Page, 103 S. 9th Street, owner of the Williams House, wanted to know why, if the Fred's building is considered a landmark, half of it would be allowed to be demolished? She asked whether the Hoyt or Williams Houses should be considered as standards for design for the neighborhood. She feels like the small town feel and architecture is the hallmark of the town, and wanted to see something that fitted in with those Victorian homes. She also expressed concern regarding the rooftop decks and privacy.

Chuck Oliva, 2865 W. 6th Street, asked the developer to include view widths and asked for better visuals on the massing of the project. He asked whether future similar projects in the same area would change the character of the town.

Christine Shoveclare, 901 Atlantic Avenue, believes this project is not in keeping with the character of the neighborhood.

Chair Harrison thanked the public for their participation and comments, and there being no further requests to speak, closed the public hearing. He opened the Board discussion.

Member Tilson requested clarification on Commissioner Ross's point relating to demolition. City Attorney Bach stated that there had not been a request through the application process. Member Spino stated the applicant could get conceptual approval tonight, but not be granted approval to demolish part of the Fred's building. City Attorney Bach pointed out that there were also items within the conceptual plan that required a variance and the applicant could possibly be denied those variances. Chair Harrison proposed that since there had been so many questions raised, the Board could deny the conceptual approval, but the applicant had received valuable feedback in the hearing. Member Spino asked whether denial would push back the developer's timeline by a year, and Chair Harrison stated that the applicant still had to apply for variances. He was not ready to approve the plan as presented, and allowed the applicant to take the feedback. Member Spino stated that in the past, applicants have been able to accept a continuance to allow them to take feedback and present a new plan at another meeting. City Attorney Bach stated that a continuance meant the applicant would not need to reapply and pay the application fee again to present a new plan to the Board. She suggested that the Board members provide feedback to the applicant. Member Tilson stated that there was a previous project where the applicant came back a few times for feedback.

Chair Harrison stated that from his perspective, his inclination was to prefer the Historic District architecture over a mid-century style. He did not think the design or viability of the townhomes would be impacted by the style. He would like to see more of a setback and address the issue of massing. In terms of the 9th Street congestion, it was an issue the community as a whole should address. He raised concern over the demolition of part of the Fred's building, and that if the opinion was that midcentury buildings are worth saving, it shouldn't be demolished, but if it was considered an aberration, maybe it could come down.

Member Tilson stated that it was a complicated area to address, between the historic landmark buildings, commercial areas, and variety of influences. The design is oversimplified by introducing some aspects of Fred's and is lacking detail and interest. He struggles with understanding if the architecture and massing would work with the site and would recommend a redesign to the project. He stated a significant amount of work needed to be done.

There was more discussion on whether the best course of action was to deny, continue, or approve the conceptual design.

Member Pozetta spoke to the citizens' comments concerning the rhythm of the community. He felt there were options for addressing the street façade and adding trees, and brought forth the elements from adjacent properties. He wanted to understand the project in context along with information on view corridors and context.

Member Tilson stated that it was unusual to have parking in front of the façade within the City. He discussed the complications with moving the parking in the rear similar to the S. 3rd Street townhomes and addressed the design element of having garage doors in front and the impact of those doors on the façade. He also expressed concern with parking blocking sidewalks.

Member Spino added that the neighborhood is filled with historic properties and a lot of work is going on in the neighborhood. He was concerned that if they say "no", different types of projects with less concern for the neighborhood may be proposed in the future. He wanted to keep the conversation going and hoped that there would be greater consensus in the community.

A motion was made by Member Spino, seconded by Member Conway, to continue HDC 2018-02 to the February Historic District Council meeting; and requested that the applicant provide additional conceptual plans to address concerns expressed at this meeting. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

Certificate of Approval (COA) to place a prefabricated 10'x14' accessory structure at the NE corner of property. (*Quasi-Judicial*)

Mr. Cumella presented the case as outlined in the staff report, and provided background including that this property is currently zoned I-1, Light Industrial, and had previously come before the Board with a zoning change request, which is currently in the appeals process. Staff provided analysis for both the current and potential zoning. Upon this analysis staff concluded that the requested action was consistent with the Land Development Code, the Secretary of Interior Standards, and the Downtown Historic District Guidelines and recommended approval of case HDC 2018-03 with the following conditions: that the siding used be the lap siding consistent with the Historic District.

Member Tilson asked if anyone knew more about the material for the shed. Mr. Cumella stated that it was a wood-plastic composite material, but he had not seen it before.

Chair Harrison asked if the applicant was present to address questions. The applicant was not present and so he opened the public hearing. As no one wished to speak, the public hearing was closed.

Member Tilson asked why they did not build a shed instead of using a pre-fabricated one. Chair Harrison wanted to know how the shed would be located and it was suggested that they would install from an adjacent lot. Member Pozetta commented that he would like to see the door and trim match the house, and preferred horizontal siding over vertical.

A motion was made by Member Pozetta, seconded by Member Tilson, to approve HDC 2018-03 with the following conditions: that horizontal smooth lap siding should be used, and that trim and door should match the house; and that the HDC make the following the findings of fact and conclusions of law part of the record that case HDC 2018-03 is substantially compliant with the Land Development Code, the Historic Downtown District Guidelines, and the Secretary of Interior Standards to warrant approval at this time. Vote upon passage of the motion was taken by ayes and nays, being all ayes, carried.

4. Staff-Approved Certificates of Approval

There were no questions or concerns about the staff approved Certificates of Appropriateness.

4.1. TSP PARTNERS LLC / AL WALDIS C/O GILLETTE & ASSOCIATES, INC. 12 N. FRONT STREET (HDC SA 2017-105)

Construct a one-sided lean-to shelter structure at south elevation to screen ice machine.

4.2. HUFF FUNERAL HOME / KENNETH JONES, 410 BEECH STREET (HDC SA 2017-106)

Repaint structure with same colors as existing: Exterior - Flint Gray PPU26-05, BEHR White 7K110253; Windows – BEHR White 7K110253; Fascia/trim - BEHR White 7K110253; Foundation – Black BEHR base 5853

4.3. JAMES & WENDY GRANTHAM C/O ROB PSULKOWSKI, 212 S. 6TH STREET (HDC SA 2017-107)

Replacement of damaged wood siding and porch trim.

4.4. LYNNE ANDERSON, 324 S. 7TH STREET (HDC SA 2017-108)

Removal of 4'x6 wood entry stoop and replace with 11.5" x 18.5' Trex decking at rear of house (not visible from street).

4.5. SUZANNE RIMBERT C/O CHARLIE DEBERRY / SHOREBREAK INC., 605 ASH STREET (HDC SA 2018-02)

Reroof with GAF architectural shingles, same color – Charcoal.

5. Public Comment - Items Not on the Agenda –

There were no requests from the audience to be heard.

6. Board Business

6.1 PRESENTATION – PELLA WINDOWS

Ron Hinson, representative of Pella Windows, presented information and displayed samples of their new “Architect Series Reserve” product for consideration for inclusion on the HDC Approved Window List. He noted that they were designed to be historically accurate. Member Pozetta stated that he had requested that Mr. Hinson make a presentation to the Board when he had seen these windows because he thought they were superior quality and historically accurate.

A motion was made by Member Spino, seconded by Member Tilson, to approve Pella Architect Reserve windows for wood and aluminum series for new construction and rehabilitation to the HDC list of approved products. Vote upon passage of the motion was taken by ayes and nays, being all ayes, carried.

6.2 PRESENTATION – FERNANDINA BEACH MAIN STREET

Arlene Filkoff, Executive Director of the Fernandina Beach Main Street Program provided an update on current Main Street activities.

6.3 REVIEW OF APPLICATIONS FOR ALTERNATE #2 VACANCY

The Board discussed the merits of the two applicants for this vacancy, Benjamin Morrison and Patricia Smith. Mr. Morrison has design credentials and Ms. Smith has experience. The Board recommended that they forward both to the City Commission for their decision.

6.4 REVIEW OF CHANGES TO THE COA APPLICATION AND COA APPROVAL MATRIX

Mr. Cumella explained the changes to the COA application and COA approval matrix. The Board discussed whether to make the criteria for evaluating projects based on the current streetscape on the application and decided to remove the words “if applicable” on the application.

A motion was made by Member Spino, seconded by Member Tilson, to recommend approval of the COA Approval Matrix amendments and forward to the Planning Advisory Board. Vote upon passage of the motion was taken by ayes and nays, being all ayes, carried.

7. Board Reports

8. Staff Report

8.1 Historic District Council 2017 Year-End Summary

Mr. Cumella provided an overview of the cases reviewed by the Board in 2017.

Ms. Gibson gave information regarding an outreach meeting for 9th Street improvements.

Chair Harrison wanted to discuss an email received by Ms. Marla McDaniel regarding the Secretary of Interior Standards. Mr. Cumella explained that previously mechanical systems were not asked for on HDC applications but they are now, and the HDC is in compliance with those guidelines.

9. Adjournment - There being no further business to come before the Historic District Council, the meeting was adjourned 8:48 pm.


Kelly Gibson, Planning Manager/Secretary
Samantha Rogic


Michael Harrison, Chair



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2020-37
OCTOBER 12, 2020

Owner/Applicant:	Cotner Associates, Inc. Architects, agent for Todd Lorentson, owner
Property Address:	316 N. 3rd Street
Parcel ID #	00-00-31-1800-0017-0060
Requested action:	CONCEPTUAL Certificate of Approval (COA) to construct a one 2-story primary structure with a detached 1 1/2 car garage.
Current zoning:	R-2
FLUM land use category:	Medium Density Residential
Existing uses on the site:	Vacant
FL Master Site File #	N/A
Year Built:	N/A
Contributing Status:	Non-Contributing

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





SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is seeking conceptual approval to construct a single-family residence of approximately 2200s.f. + 1 1/2 car detached garage. Structure is proposed to be wood frame with Hardie siding and trim, PGT windows/doors with roof, a combination of 5v galvalum and asphalt fiberglass. Drive is to be ribbon style.

APPLICABLE GUIDELINES:

- [CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE](#)
- [DOWNTOWN HISTORIC DISTRICT DESIGN GUIDELINES](#)
- [SECRETERY OF THE INTERIOR’S STANDARDS FOR REHABILITATION](#)

ANALYSIS:

Staff finds that the home design is conceptually compatible with the Downtown Historic District in terms of materials, scape, proportions, roof forms, and orientation. The proposed front setback is 12 feet, which is not compliant with the required front yard setback of 25 feet, per LDC Table 4.02.03(E). The applicant has applied for a context sensitive setback determination as outlined in LDC 4.02.03(F). Final HDC approval will be contingent upon the context sensitive setback determination granting the 12-foot front-yard setback. Additionally, staff is recommending that the foundation which is currently at 24” be increased to a minimum of 32”.

STAFF RECOMMENDATION:

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

Staff recommends:

CONCEPTUAL APPROVAL of HDC 2020-37

MOTION TO CONSIDER:

I move to CONCEPTUALLY approve or deny case number HDC 2020-37 with or without conditions;

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

That HDC case HDC 2020-37, as presented, is or is not substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Design Guidelines to warrant conceptual approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2020-37 Application and Backup Materials

EXHIBIT 2 Plans / Front Elevation / Survey

EXHIBIT 3 Photos of Neighboring Properties

Respectfully Submitted,



Salvatore J. Cumella
Historic Preservation Planner

Print

Historic District Council (HDC) Certificate of Approval (COA) Application - Submission #5866

Date Submitted: 8/27/2020

HISTORIC DISTRICT COUNCIL (HDC): CERTIFICATE OF APPROVAL (COA) APPLICATION

USE THIS FORM TO Apply for approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA). Projects may require either a Board-level review or a Staff-level review.

Fees

- | | |
|---|---|
| ☐ Certificate of Approval (COA): Staff Review \$20 | ☐ Demolition of a Primary Structure â€œ Contributing \$1,200 |
| ☒ Certificate of Approval (COA): Board Review - Residential \$200 | ☐ After-the-Fact Certificate of Approval (COA): Staff Review \$80 |
| ☐ Certificate of Approval (COA): Board Review - Commercial \$250 | ☐ After-the-Fact Certificate of Approval (COA): Board Review \$1,000 |
| ☐ Demolition of a Primary Structure â€œ Non-Contributing \$300 | ☐ Amendment to Previously Approved COA - First Amendment Free |

Basis for Review

All applications, whether Staff or Board review, are reviewed for consistency with the City of Fernandina Beach Comprehensive Plan, Land Development Code, and applicable guidelines such as the Downtown Historic District Design Guidelines, Old Town Fernandina Preservation and Development Guidelines, and the Community Redevelopment Area (CRA) Design Guidelines. Guidelines for the Historic Districts are based on the U.S. Secretary of the Interiorâ€™s Standards for Rehabilitation.

HDC 2020



IMPORTANT NOTES

Conceptual Approvals

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

Pre-Application Meeting

To guide you through the process and to ensure that your application is properly processed, you™ need to meet with the Preservation Planner prior to submitting your application. This should be done at least 45 days prior to your anticipated submittal date to allow time for review. Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, or zoning permit (if required).

Application Requirements

- | | |
|---|--|
| ☒ A complete/ signed application; | ☒ Photographs; |
| ☒ Proof of Ownership (copy of deed or tax statement); | ☐ Any additional backup materials, as necessary; |
| ☒ A current survey of the property, for new construction and any change to existing footprint. (no older than two years); | ☒ If applying as an agent, Owner's Authorization for Agent Representation form must be signed/ notarized and submitted as part of the application; |
| ☒ Scaled elevations & plans; | ☐ For window replacement, a Window Survey must be completed. |

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

- ☒ Historic District Overlays " see LDC Section 8.01.01
- ☐ Specific Requirements within the OT-1 and OT-2 Zoning Districts " see LDC Section 8.01.01.02
- ☐ Amelia River Waterfront Community Redevelopment Area " see LDC Section 8.01.02
- ☐ Application Process for Certificate of Approval " see LDC Section 8.03.03
- ☐ Signage in the Historic Districts and Community Redevelopment Area " see LDC Section 8.01.03
- ☐ Requirements for Demolition Applications " see LDC Section 8.03.03.01
- ☐ Appeals - see LDC Section 8.03.09

The LDC is Available for Review at

www.fbfl.us/LDC

Appeals

An applicant may appeal the HDC's decision for variances to a court of record as outlined in LDC Section 10.02.04(D). The petition shall be presented to within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

PROJECT TYPE*

New Construction

Choose all that applies.

APPROVAL TYPE*

Board Approval: Conceptual

See Certificate of Approval Matrix for details

Previously approved case

PROPERTY INFORMATION

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

Historic District***Site Address*****City*****State*****Zip Code*****Parcel ID #(s)*****OWNER OF RECORD**

As recorded with the Nassau County Property Appraiser

First Name***Last Name*****Mailing Address*****City*****State*****Zip Code*****Telephone Number*****E-mail Address*****OWNER'S AGENT**

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

First Name***Last Name*****Company (if applicable)****Street Address****City****State****Zip****Telephone Number****E-mail Address**

Project Description*

Construction of a new single family residence of approximately 2200s.f. + 1 1/2 car detached garage. Structure is proposed to be wood frame with Hardie siding and trim, PGT windows/doors with roof, a combination of 5v galvalum and asphalt fiberglass. Drive is to be ribbon style.

Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s).

MATERIALS

List all proposed materials and colors, as applicable

EXTERIOR FABRIC

Manufacturer	Product Description	Color
Hardie	Horizontal lap Include FL Product Approval # for Windows and Doors	Green (Name/Number)

DOORS

Manufacturer	Product Description	Color
PGT	French Include FL Product Approval # for Windows and Doors	White (Name/Number)

WINDOWS

Manufacturer	Product Description	Color
PGT	Single hung Include FL Product Approval # for Windows and Doors	White (Name/Number)

ROOFING

Manufacturer	Product Description	Color
Semco & GAF	5v & asphalt fiberglass Include FL Product Approval # for Windows and Doors	Charcoal (Name/Number)

FASCIA/TRIM

Manufacturer	Product Description	Color
Hardie trim	 Include FL Product Approval # for Windows and Doors	White (Name/Number)

FOUNDATION

Manufacturer	Product Description	Color
Studdo	Sand finish Include FL Product Approval # for Windows and Doors	Natural (Name/Number)

SHUTTERS

Manufacturer	Product Description	Color
NA	Include FL Product Approval # for Windows and Doors	(Name/Number)

PORCH/DECK

Manufacturer	Product Description	Color
#1 Pine	Include FL Product Approval # for Windows and Doors	Natural (Name/Number)

FENCING

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

DRIVEWAYS/SIDEWALKS

Manufacturer	Product Description	Color
Concrete	Include FL Product Approval # for Windows and Doors	Natural (Name/Number)

SIGNAGE

Manufacturer	Product Description	Color
NA	Include FL Product Approval # for Windows and Doors	(Name/Number)

OTHER

Manufacturer	Product Description	Color
	Include FL Product Approval # for Windows and Doors	(Name/Number)

Please upload supplemental documentation and all product brochures, paint color samples, etc.

Upload 1 Study 1 - Elevation001.pdf	Upload 2 Study 2 - Level I.pdf	Upload 3 Study 1 - Level II001.pdf	Upload 4 Survey.pdf
Choose File No file selected	Choose File No file selected	Choose File No file selected	Choose File No file selected

Certification*



By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application.



I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.
5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).
6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.
7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.
8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.
9. I/We understand that Certificates of Approval are only valid for one (1) year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

Applicant First Name*

John

Applicant Last Name*

Cotner

Today's Date*

8/27/2020



DEPARTMENT OF PLANNING & CONSERVATION

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



OWNER'S AUTHORIZATION FOR AGENT REPRESENTATION

I /WE TODD LORENTSON
(print name of property owner(s))

hereby authorize: COTNER ASSOCIATES, INC. ARCHITECTS
(print name of agent)

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

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

[Signature]
(Signature of owner)

(Signature of owner)

Todd Lorentson
(Print name of owner)

(Print name of owner)

STATE OF FLORIDA

COUNTY OF NASSAU

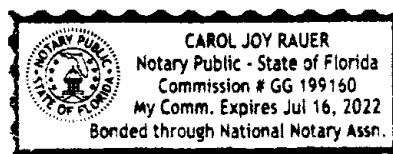
Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 31st day
of August, 20 20, by TODD LORENTSON

Carol J. Rauer
Notary Public

CAROL J. RAUER
Printed Name

7/16/22
My Commission Expires

Personally Known ☒ OR Produced Identification _____ ID Produced: _____



PREPARED BY, R&R TO:



1845 East West Parkway, Suite 5
Fleming Island, Florida 32003
File Number: TM18-454

Consideration \$89,500.00

General Warranty Deed

Made this October 11, 2018 A.D. By **CMR Island Properties, LLC**, whose address is: 1766 Memorial Drive #1, Waycross, Georgia 31501, hereinafter called the grantor, to **Todd Lorentson, an unmarried man**, whose post office address is: 1116A Natures Walk Drive, Fernandina Beach, Florida 32034, hereinafter called the grantee:

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

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

All that certain piece, parcel or tract of land lying and being in the City of Fernandina Beach (formerly named Fernandina) in the County of Nassau and the State of Florida known and described upon and according to the official plat of said city (as lithographed and issued by the Florida Railroad Company in 1857 and enlarged, revised and reissued by the Florida Town Improvement Company in 1887 and 1901) as:

Lots 6 and 7, Block 17.

LESS AND EXCEPT that part conveyed in Official Records Book 1473, Page 6, of the public records of Nassau County, Florida.

Parcel ID Number: **00-00-31-1800-0017-0060**

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

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

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to December 31, 2017.

PREPARED BY, R&R TO:



1845 East West Parkway, Suite 5
Fleming Island, Florida 32003
File Number: TM18-454

Consideration \$89,500.00

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in our presence:

A handwritten signature in dark ink, appearing to read "Sherrin E. Travis", written over a horizontal line.

Witness Printed Name Sherrin E. Travis

A handwritten signature in dark ink, appearing to read "Heather Wiseman", written over a horizontal line.

Witness Printed Name Heather Wiseman

State of Florida
County of Nassau

The foregoing instrument was acknowledged before me this 11th day of October, 2018, by Mike McCloskey, Member of CMR Island Properties, LLC, who is/are personally known to me or who has produced A VALID I.D. as identification.

CMR Island Properties, LLC

Mike McCloskey, Member

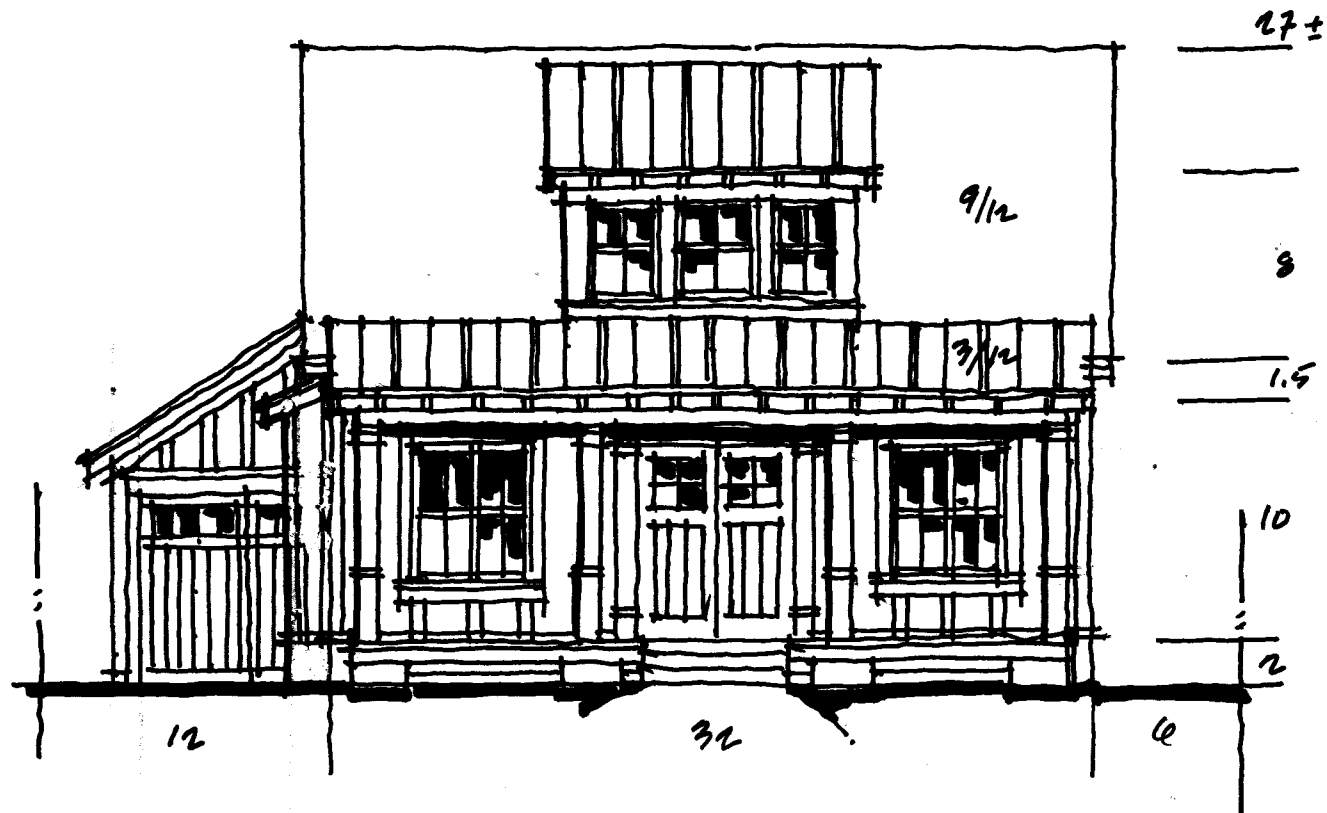
Address: 1766 Memorial Drive #1, Waycross, Georgia 31501

(Seal)

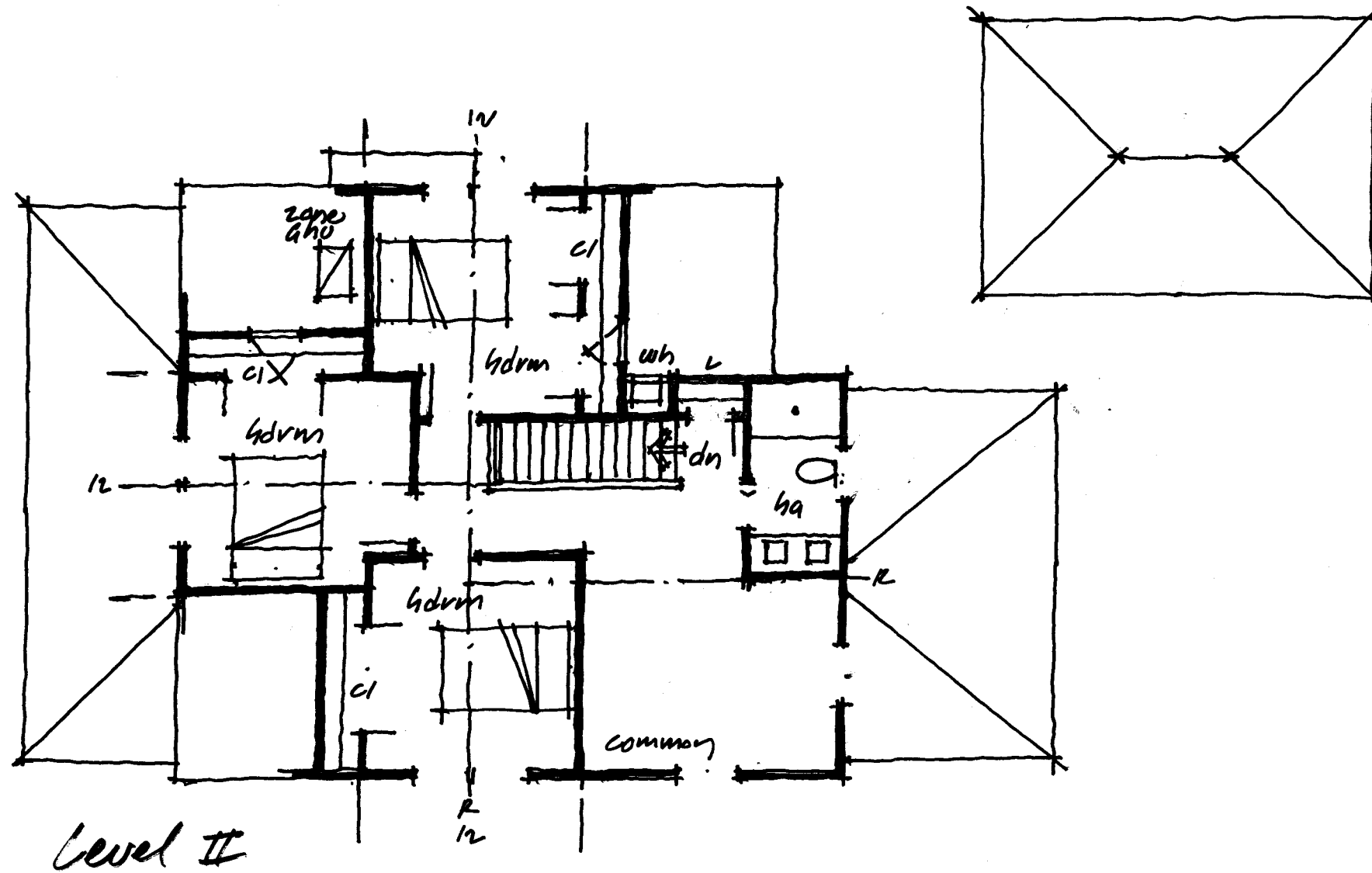
Notary Public
Print Name: Heather Wiseman

My Commission Expires: _____





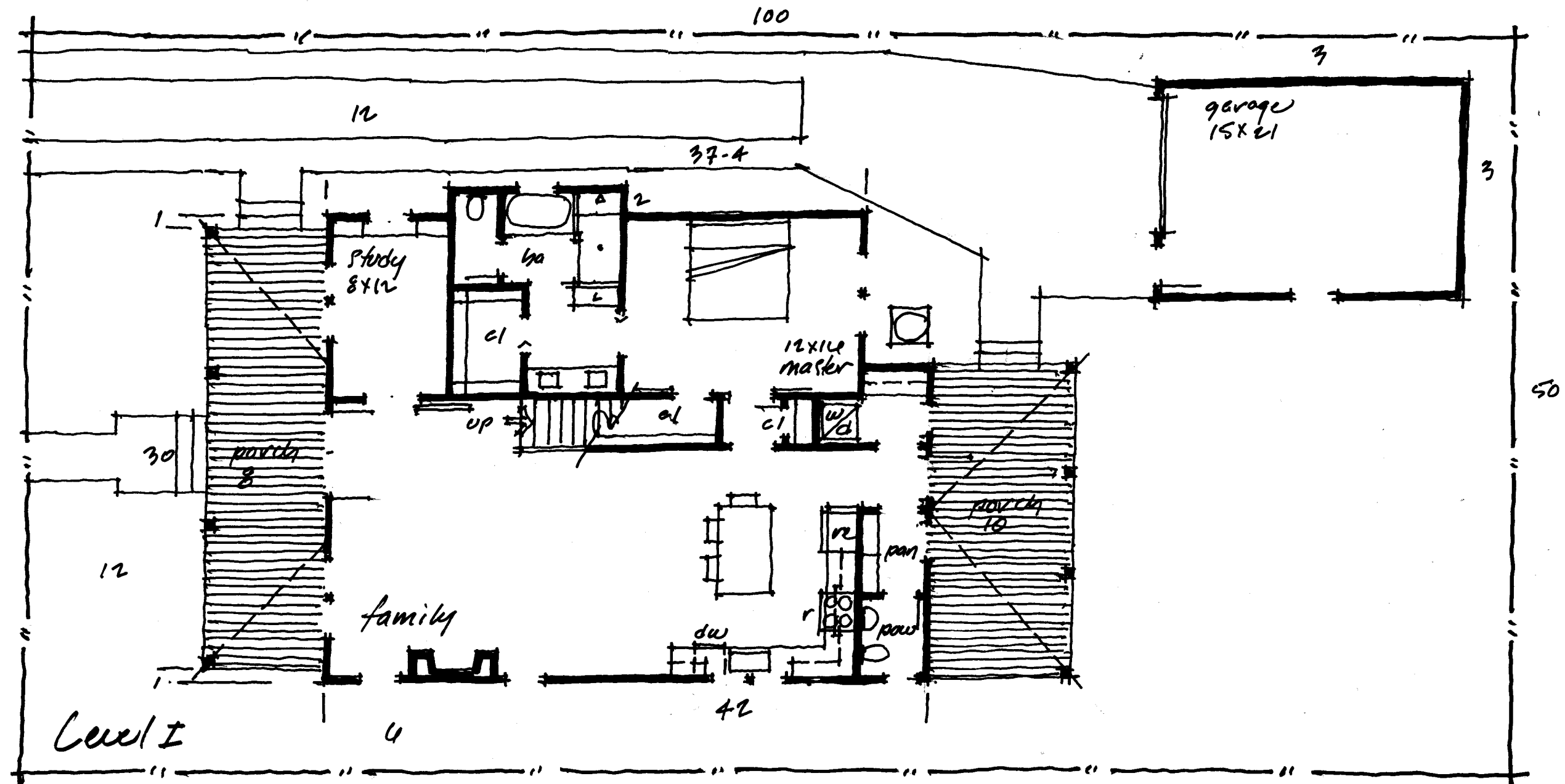
Lorentson Residence
 314, N. 3rd St.
 Fernandina, Fla.
 7-16-20



Lorentson Residence
 314 N. 3rd St.
 Fernandina, Fla.
 7-14-20

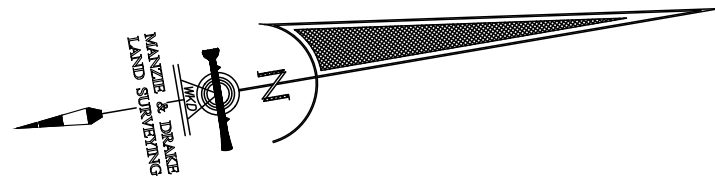


N. 3rd St.

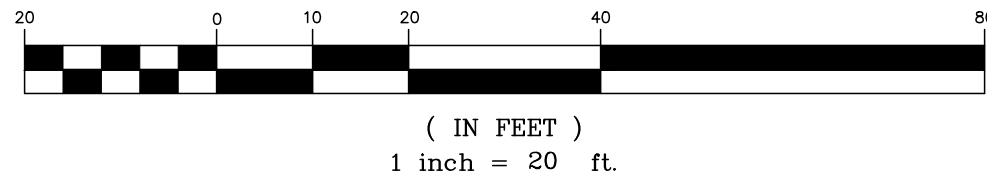


Lovettson Residence
 316 N 3rd St. Study II
 Fernandina bch. Florida
 8.21.20





GRAPHIC SCALE



MAP OF BOUNDARY & CONTEXT SENSITIVE SETBACK SURVEY

ALL THAT CERTAIN LOT, PIECE OR PARCEL OF LAND SITUATE, LYING AND BEING IN THE CITY OF FERNANDINA BEACH, (FORMERLY NAMED FERNANDINA), COUNTY OF NASSAU AND STATE OF FLORIDA AND BEING FURTHER DESCRIBED ACCORDING TO THE OFFICIAL MAP OR 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:

LOTS SIX (6) AND SEVEN (7), BLOCK SEVENTEEN (17).

LESS AND EXCEPT THAT PART CONVEYED IN OFFICIAL RECORDS BOOK 1473, PAGE 6 OF THE PUBLIC RECORDS OF NASSAU COUNTY, FLORIDA.

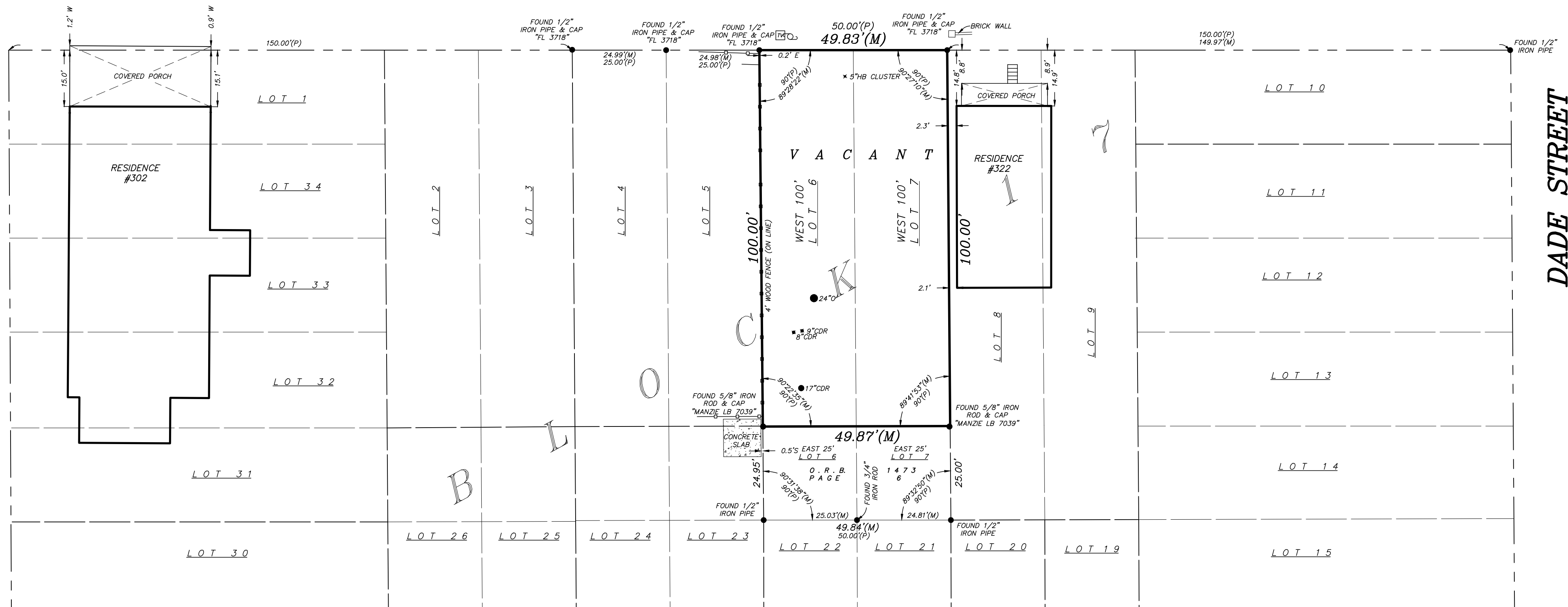
CERTIFIED TO: TODD LORENTSON

NORTH THIRD STREET

(60-FOOT RIGHT-OF-WAY)

CALHOUN STREET
(60-FOOT RIGHT-OF-WAY)

DADE STREET
(60-FOOT RIGHT-OF-WAY)



SURVEY NOTES:

- 1) The "Legal Description" hereon is in accord with the description provided by the client
- 2) Underground Improvements were not located or shown.
- 3) Lands shown hereon were not abstracted by this office for easements, rights-of-way, ownership or other instruments of record.
- 4) Internal lot angles shown hereon are based on recovered monumentation.
- 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 5J-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes.

TREE LEGEND

CDR = CEDAR TREE
HB = HACKBERRY TREE
O = OAK TREE

TREE DISCLAIMER:

NUMBER OF TREES SHOWN ON SURVEY: 5

SPECIES OF TREES HAVE BEEN IDENTIFIED TO THE BEST OF OUR KNOWLEDGE AND BELIEF; HOWEVER MANZIE & DRAKE LAND SURVEYING WILL ASSUME NO LIABILITY, EXPRESSED OR IMPLIED, FOR THE CORRECTNESS OF SAID SPECIES IDENTIFICATION.

TREES HAVE BEEN LOCATED AS ACCURATELY AS POSSIBLE UNDER CURRENT CONDITIONS AND HAVE A POSITIONAL TOLERANCE OF APPROXIMATELY 2 TO 3 FEET. CRITICAL TREES SHOULD BE VERIFIED PRIOR TO CONSTRUCTION.

LEGEND

TV = CABLE TELEVISION PEDESTAL
= COVERED AREA
-o-o- = WOOD OR VINYL FENCE
= WOOD POWER POLE

(P) = PLAT
(M) = MEASURED
CL = CENTERLINE

THE INFORMATION SHOWN HEREON MEETS THE STANDARDS OF PRACTICE SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

Michael A. Manzie
MICHAEL A. MANZIE, P.L.S. 4069

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."

SCALE: 1"=20' JOB NO: 17921 DATE: 08/12/2020 CADD: LM
F.B. NO: X-331 PAGE NO: 52 FIELD CREW: SS FILE NO: B-1469



