



**AGENDA
BOARD OF ADJUSTMENT
REGULAR MEETING - VIRTUAL
OCTOBER 21, 2020
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

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

- 1. CALL TO ORDER / ROLL CALL / DETERMINATION OF QUORUM**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MEETING MINUTES**
 - 3.1 Approval of Minutes for the September 16, 2020 Regular Meeting.
- 4. OLD BUSINESS**
 - 4.1 **BOA 2020-0004 - STEFAN ERDMANN, AGENT FOR JUTTA GOODBREAD, 837 TARPON AVENUE**
Variance from LDC 1.03.05(A) to restore lots 13 & 14 of the unrecorded Sorensens Ocean Terrace
(*Quasi-Judicial*)
- 5. NEW BUSINESS**
- 6. BOARD BUSINESS**
 - 6.1 Board Member Application - Anthony C. Oliva
 - 6.2 Board Member Application - Bill Skulmis
- 7. STAFF REPORT**
- 8. PUBLIC COMMENT**
- 9. ADJOURNMENT**

NEXT BOA REGULAR MEETING IS SCHEDULED FOR WEDNESDAY, NOVEMBER 18, 2020.

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 21, 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/97184623043?pwd=TG5Bc3VyUlJzQnA4eXlySFliWHpEZz09>

Passcode: BOA-OCT

Or iPhone one-tap :

US: +13126266799,,97184623043#,,,,,0#,,3255335# or +16465588656,,97184623043#,,,,,0#,,3255335#

Or Telephone:

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

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

Webinar ID: 971 8462 3043

Passcode: 3255335

International numbers available: <https://zoom.us/u/adgaKEKDw2>

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 (904) 310-3115 or through the Florida Relay Services at 711 at least 24 hours in advance to request such accommodations.

All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the Planning Department (904) 310-3135.



**MINUTES
BOARD OF ADJUSTMENT
REGULAR MEETING- VIRTUAL
WEDNESDAY, SEPTEMBER 16, 2020**

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

**1. CALL TO ORDER 5:01 P.M.
ROLL CALL / DETERMINATION OF QUORUM**

MEMBER PRESENT:

Matthew Miller (Chair)	(Physical)
Marcy Mock (V-Chair)	(Physical)
Barry Hertslet	(Physical)
Steven Papke	(Virtual)

MEMBERS ABSENT:

Mark Gleason

OTHERS PRESENT:

Daphne Forehand, City Planner
Tammi Bach, City Attorney
Sylvie McCann, Recording Secretary
Taylor Hartmann, Recording Secretary

2. PLEDGE OF ALLEGIANCE

Because of a minimal presence of Board members, the Pledge of Allegiance was dispensed along with ex parte communications, administration of the oath and Quasi-Judicial explanations.

3. APPROVAL OF MEETING MINUTES

3.1 Approval of Minutes for the August 19, 2020 Regular Meeting

ACTION TAKEN: A motion was made by Member Papke, seconded by Member Hertslet for approval of the Minutes of the August 19, 2020 Regular Meeting. Vote upon passage of the motion was taken by ayes and nays, being all ayes, carried.

4. OLD BUSINESS

No old business was presented.

DRAFT

5. NEW BUSINESS

5.1 BOA 2020-0004 - STEFAN ERDMANN, AGENT FOR JUTTA GOODBREAD, 837 TARPON AVENUE

Variance to LDC Section 1.03.05(A) to separate lots 13 + 14 from each other and from front parcel of lots 5 + 6. (*Quasi-Judicial*)

The applicants have voiced to Staff that because of the minimal Board members present they would prefer to postpone their case to the next month's regular meeting.

BOARD BUSINESS

5.2 Board Member Application - Matthew Lanius

Member Papke commented that per his research he found that this applicant works for Rayonier and seems like he is a qualified candidate. Member Hertslet inquired about the advertising of the board vacancies. Ms. Bach explained that these positions are advertised on the City website. Members agreed to forward the application to the City Commission for approval.

6. STAFF REPORT

7. PUBLIC COMMENT

8. ADJOURNMENT

Sylvie McCann, Recording Secretary

Matthew Miller, Chair



BOARD OF ADJUSTMENTS STAFF REPORT
BOA 2020-04
OCTOBER 21, 2020

Owner/Applicant:	Stefan Erdmann, Agent for Jutta Goodbread
Property Address:	837 Tarpon Ave
Parcel Number:	00-00-31-1700-0005-000
Requested action:	VARIANCE from LDC Section 1.03.05 (A) Combined Lots
Current zoning:	R-2
FLUM land use category:	Medium Density Residential
Existing uses on the site:	Single family house

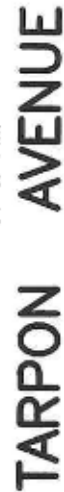
All required application materials have been received. All fees have been paid. All required notices have been made.



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is requesting a variance from this section of the land development code to restore 2 underlying lots of record and retain the current home on 2 combined lots. The properties are identified as lots 5, 6, 13 and 14 of the "Sorensens Ocean Terrace" (unrecorded) subdivision. Although unrecorded, the platting appears to be from the mid to late 70's. A variance is required from LDC Section 1.03.05(A) which states that where you have structures, including swimming pools constructed on multiple lots of record, such lots thereafter shall constitute one building site. Any change from the foregoing provisions for the purpose of establishing building sites, or separation of building sites, shall require approval by the Board of Adjustment, at which all interested persons shall be afforded an opportunity to be heard.

MARY STREET



APPLICABLE GUIDELINES:

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE:

Staff's review of this application finds it is not subject to any of the limitations of Section 10.02.01 and can therefore be considered by the Board.

CITY OF FERNANDINA BEACH COMPREHNSIVE PLAN:

The following Comprehensive Plan statements are applicable in this case:

- Policy 1.02.07 – The City shall implement the Fernandina Beach Comprehensive Plan in a manner that acknowledges private property rights.
- Policy 1.02.10 – The City shall protect privacy and access to light, air, and open space. The City shall consider regulations such as building placement on a site, building design, and building orientation as one means to achieve this policy.
- Objective 1.06 – Community Character - Community character is reflected in lot sizes, house sizes, site placement, height, architectural features and existing vegetation. The City shall strive to stabilize and preserve neighborhoods and establish urban design standards which protect and promote quality of life, in order to prevent teardowns, encourage re-use, infill and new development.

ANALYSIS:

The requested variance would allow for demolishing and filing in the indoor pool to alleviate encumbrance on lots 13 & 14. This action makes lots 13 & 14 individually buildable. One single-family home and the allowable ancillary structures could be constructed on each lot of record in keeping with the harmony of the surrounding neighborhood. Meeting the general intent and purpose of the Land Development Code and Comprehensive Plan. The Comprehensive Plan stresses the importance of community character in objective 1.06.

- Community character is reflected in lot sizes, house sizes, site placement, height, architectural features and existing vegetation. The City shall strive to stabilize and preserve neighborhoods and establish urban design standards which protect and promote quality of life, in order to prevent teardowns, encourage re-use, infill and new development.

In order for an application for a variance to be approved or approved with conditions, the BOA shall make a positive finding with regard to each of the following provisions:

Consistent with Criteria? All questions must be answered in the affirmative in order for staff to recommend approval of a variance. Negative answers must be addressed in the findings.

Criteria	Staff Analysis	Meets Criteria
<u>1. Special Conditions</u> <i>Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district. Special conditions or circumstances do not result from actions of the applicant and are not based on a desire to reduce development costs.</i>	Yes. Special conditions <u>do exist</u> which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district. Restoring the underlying lots of record will be more in keeping with the built pattern of the neighborhood.	☒ Yes ☐ No

2. Special Privilege Granting the variance does not confer upon the applicant a special privilege that is denied by the Land Development Code to other lands, structures, or buildings in the same zoning district.	Yes. Granting the variance <u>does not confer</u> upon the applicant a special privilege that is denied by the Land Development Code to other lands, structures, or buildings in the same zoning district. Although this section of code applies to all platted lots of record, it will restore two underlying lots of record which are consistent with the minimum standards of the Land Development Code and Comprehensive Plan.	☒ Yes ☐ No
3. Literal Interpretation Literal interpretation of the provisions of the Land Development Code would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district.	Yes. Literal interpretation of the Land Development Code <u>would deprive</u> the property owner of two underlying lots of record.	☒ Yes ☐ No
4. Minimum Variance The variance requested is the minimum variance needed that will make possible the reasonable use of the land, structure, or building.	Yes. The variance requested <u>is</u> the minimum variance needed to make possible the reasonable use of the land. It will allow for the lots to be restored in a manner that is consistent with the surrounding properties. LDC Section 1.03.05(A) is the only variance requested.	☒ Yes ☐ No
5. General Harmony Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and Comprehensive Plan.	Yes. Granting the variance <u>will be in harmony</u> with the general intent and purpose of Land Development Code and Comprehensive Plan. It allows for two smaller lots which will be consistent with the minimum lot design standards of the Land Development Code having sufficient land area to support single family dwellings.	☒ Yes ☐ No
6. Public Interest Granting the variance is compatible with surrounding properties, will not cause injury to the area involved, or otherwise be detrimental to the public health, safety, welfare or environment.	Yes. Granting the variance <u>is compatible</u> with the surrounding properties, will not cause injury to the area involved, or otherwise be detrimental to the public health, safety, or welfare, or environment.	☒ Yes ☐ No

STAFF RECOMMENDATION:

The variance requested is consistent/inconsistent with the criteria for granting a variance as follows:

	Consistent	Inconsistent
1. Special Conditions	X	
2. Special Privilege	X	
3. Literal Interpretations	X	
4. Minimum Variance	X	
5. General Harmony	X	
6. Public Interest	X	

Staff finds that the requested action, as presented, meets all 6 criteria, and as such, must recommend approval.

Staff recommends:

APPROVAL of BOA 2020-0004

MOTION TO CONSIDER

I move to **approve or deny** BOA case number 2020-04;

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

That BOA case 2020-04, item, as presented, **is or is not** substantially compliant with the Comprehensive Plan and Land Development Code to warrant approval at this time.

LIST OF EXHIBITS:

EXHIBIT A Current lot configuration: 1 building site

EXHIBIT B Proposed lot configuration: 3 building sites

Respectfully Submitted,



**Daphne Forehand
Planner I**

BOA2020- 00 06

REC'D: 3/2/2020 BY: JP

INVOICE #: 6896

PAYMENT: \$850 TYPE: ck

BOARD MEETING DATE: 4/15/20



APPLICATION FOR VARIANCE FROM THE LDC

APPLICANT INFORMATION

Owner Name: Jutta Goodbread

Mailing Address: PO Box 1156

Telephone: (904) 753-4619 Fax: _____

Email: _____

Agent Name: Stefan Erdmann

Mailing Address: PO Box 1156

Telephone: (904) 225-0626 Fax: (904) 225-0626

Email: Erdmann - c @ comcast . net

PROPERTY INFORMATION

Street Address: 837 Tarpon Ave. Fernandina Beach, FL

Parcel Identification Number(s): 00-00-31-1700-0005-000

Lot Number: 5, 13 & 14 Block Number: _____

in or 2022/184 Sorensens Ocean Terrace UNR

PROJECT INFORMATION

Variance(s) requested from LDC Section(s): 1.03.05(A) to separate lots 13 & 14 from each other

Brief description of work proposed (use additional sheets if necessary): and from front parcel of lots 5 & 6

If lots 13 & 14 sell individually of the whole parcel (lots 5, 6, 13 & 14)
then the pool will be torn down and filled in to alleviate its
encumbrance on lots 13 & 14

In order for an application for a variance to be approved or approved with conditions, the BOA or the HDC must make a positive finding with regard to each of the provisions below. The applicant has the burden of proof of demonstrating that the application for a variance complies with each of the requirements. Please explain in detail how your case meets the following requirements:

1. Special Conditions: Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district. Special conditions or circumstances do not result from actions of the applicant and are not based on a desire to reduce development costs.

Yes, back lots 13 & 14 are not usable as is attached to front lots 5 & 6

2. Special Privilege: Granting the variance does not confer upon the applicant a special privilege that is denied by the Land Development Code to other lands, structures, or buildings in the same zoning district.

Yes, this does not confer special privilege

3. Literal Interpretation: Literal interpretation of the provisions of the Land Development Code would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district.

Yes, if lots are kept together the back lots 13 & 14 even with many street frontage are not usable

4. Minimum Variance: The variance requested is the minimum variance needed that will make possible the reasonable use of the land, structure, or building.

Yes, the variance will make back lots 13 & 14 available for reasonable use

5. General Harmony: Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and Comprehensive Plan.

Yes, the variance would be in harmony with neighborhood



OWNER'S AUTHORIZATION FOR AGENT REPRESENTATION

I /WE Jutta B. Goodbread
(print name of property owner(s))

hereby authorize: Stefan Erdmann
(print name of agent)

to represent me/us in processing an application for: Variance Application
(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.

Jutta B. Goodbread
(Signature of owner)

(Signature of owner)

Jutta Goodbread
(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 2 day
of March, 2020, by Jutta B Goodbread.

Karen M Austin
Notary Public

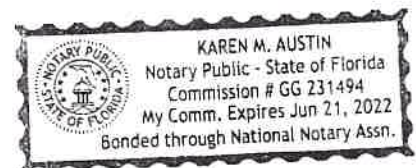
Karen M Austin
Printed Name

My Commission Expires

Personally Known _____ OR Produced Identification ☒

ID Produced: FL DL

exp 3-20-26



6. Public Interest: Granting the variance is compatible with surrounding properties, will not cause injury to the area involved, or otherwise be detrimental to the public health, safety, welfare or environment.

Yes, the request is compatible with all properties in the surrounding area

☐ If your property is located within the Historic Districts or the Community Redevelopment Area, please fill out responses to the supplemental variance criteria, attached as Appendix A, on a separate sheet of paper.

SIGNATURE/NOTARY

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

2.25.2020

Date

Jutta Goodbread

Signature of Applicant

STATE OF FLORIDA

COUNTY OF NASSAU

ss }

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

Wendee Ashmore

Notary Public

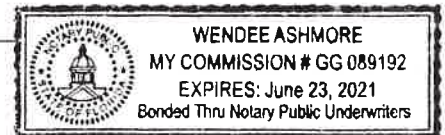
WENDEE ASHMORE

Printed Name

06-23-21

My Commission Expires

Personally Known ☒ OR Produced Identification ID Produced:

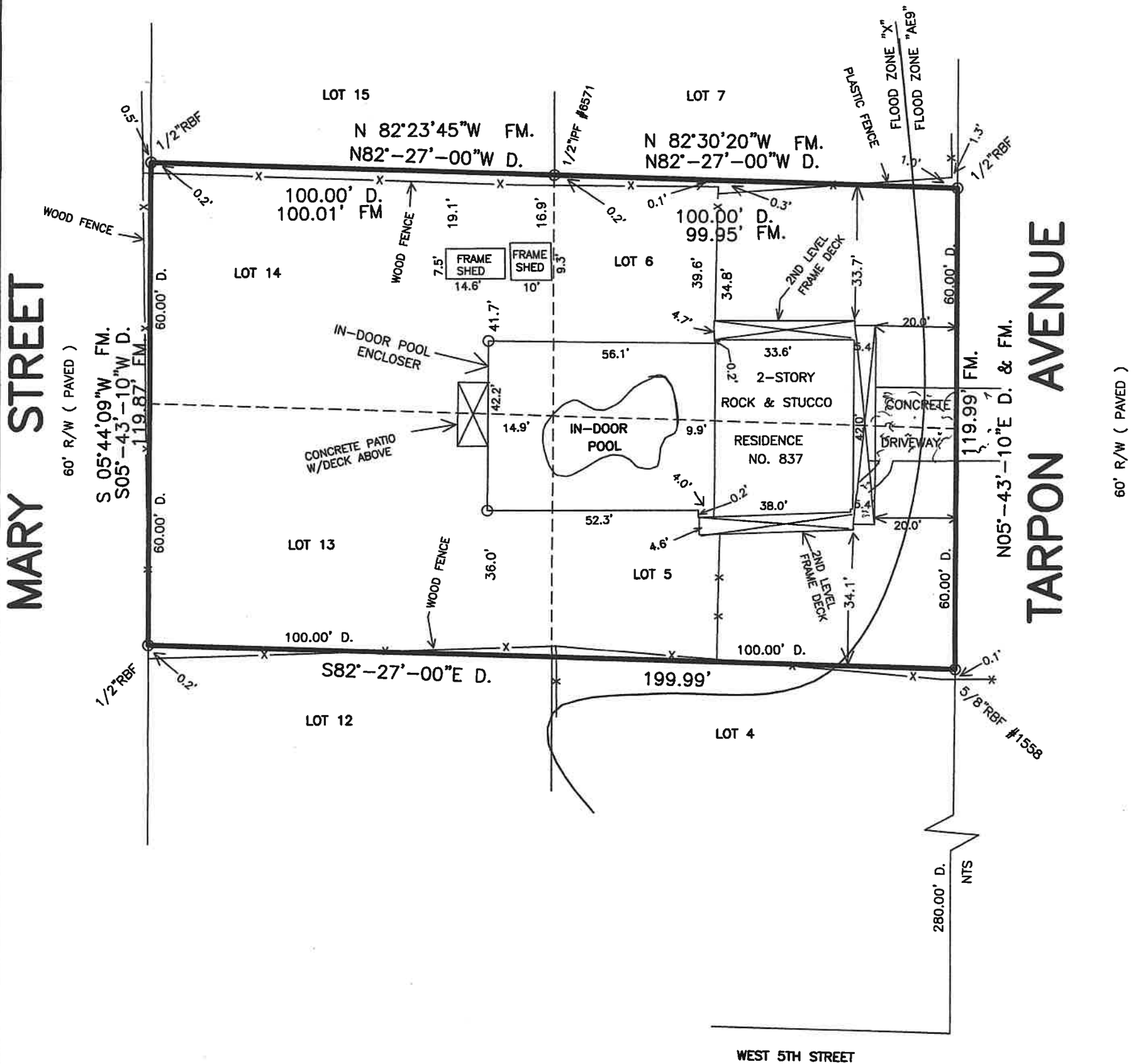


Synopsis Letter of Reason for Request

I would like to sell my property at 837 Tarpon Avenue in Fernandina Beach and would have the options of selling it as a whole parcel (lots 5,6,13 & 14) or individually as lot 5 or lot 6 or lots 13& 14 or another variation as possibly requested by a buyer. Lots 5 & 6 have access to Mary Street and would be individually buildable if variance is approved.

MAP SHOWING BOUNDARY SURVEY OF
LOTS 5, 6, 13 AND 14, SORESENS OCEAN TERRACE (UNRECORDED),
BEING A PORTION OF SECTION 12, TOWNSHIP 3 NORTH,
RANGE 29 EAST, NASSAU COUNTY, FLORIDA.

FOR JUTTA GOODBREAD,



REVISED TO SHOW IN-DOOR POOL 12-13-19

COASTAL LAND SURVEYORS

& MAPPERS, INC.

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

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

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

LICENSED BUSINESS NO. 6412

BEARINGS BASED ON N05°43'10"E FOR THE W'LY
R/W LINE OF TARPON AVENUE PER DEEDS OF RECORD
PROPERTY SHOWN HEREON LIES WITHIN
FLOOD ZONE X & AE9 AS SHOWN ON
FEMA FLOOD INSURANCE RATE MAP,
COMMUNITY NO. 120170 PANEL NO. 0241G
DATED 8/2/17

DATE OF SURVEY: OCTOBER 17, 2019

SCALE 1"=30'

JOB NO. 1912-01 F.B. 354

CORNER MARKERS HAVE NO IDENTIFICATION U.N.O.

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

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:

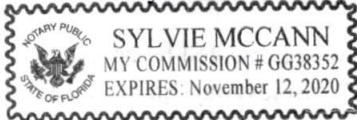
PROJECT NAME/ADDRESS:

Jutta Goodbread
Jutta Goodbread
831 Tamponville

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, Jutta Goodbread, who is personally known to me or who has produced _____ as identification, who is the person described in and who executed the foregoing instrument and who acknowledged before me that he/she executed the same for the uses and purposes therein expressed.

Witness my hand and official seal, this 8th day of September, 2020.



Sylvie McCann
Notary Public, State of Florida

SYLVIE MCCANN
EXP 11/12/2020

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

From: [Kim Briley](#)
To: [Daphne Forehand](#); [Jacob Platt](#)
Cc: [Sylvie McCann](#)
Subject: FW: Online Form Submittal: Advisory Board/Committee Application
Date: Tuesday, October 6, 2020 10:50:17 AM
Attachments: [image715666.png](#)
[image081186.png](#)
[image628594.png](#)
[image592185.png](#)
[image615111.png](#)
[image723498.png](#)

FYI

Kim Briley, MMC
Deputy City Clerk
City of Fernandina Beach
204 Ash St.
Fernandina Beach, FL 32034
(904) 310-3117 | kelliott@fbfl.org
www.fbfl.us



If this email is related to the Board, Committee or Commission that you serve on, please DO NOT REPLY TO ALL.

Disclaimer: According to Florida Public Records Law, email correspondence to and from the City of Fernandina Beach, including email addresses and other personal information, is public record and must be made available to the public and media upon request, unless otherwise exempted by the Public Records Law. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

From: Caroline Best <cbest@fbfl.org>
Sent: Monday, October 5, 2020 3:28 PM
To: chuckoliva7@gmail.com
Cc: Kelly N. Gibson <kgibson@fbfl.org>; Kim Briley <kelliott@fbfl.org>
Subject: FW: Online Form Submittal: Advisory Board/Committee Application

Dear Mr. Oliva,

Thank you for your interest in serving on the Board of Adjustment (BOA).

In accordance with City [Code of Ordinances Section 2-122\(a\)\(2\)](#) your application is being forwarded to the Planning and Conservation Department Director Kelly Gibson (copied herein) who serves as the BOA staff liaison. Ms. Gibson will have your application placed on the next available BOA agenda for consideration. Upon BOA approval your application will move to the City Commission for their honorable consideration.

Again, thank you for your interest in serving and please don't hesitate to contact me with any questions.

Caroline Best, CMC
City Clerk
City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034
(904) 310-3119 | cbest@fbfl.org
www.fbfl.us



If this email is related to the Board, Committee or Commission that you serve on, please DO NOT REPLY TO ALL.

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From: noreply@civicplus.com <noreply@civicplus.com>

Sent: Monday, October 5, 2020 3:02 PM

To: Caroline Best <cbest@fbfl.org>; Kim Briley <kelliott@fbfl.org>

Subject: Online Form Submittal: Advisory Board/Committee Application

Advisory Board/Committee Application

This application is intended to provide information that will enable the City Commission to select the most qualified Board/Committee members. Please complete all applicable sections and return the form along with your current résumé to the City Clerk's Office.

City of Fernandina Beach
City Clerk's Office
204 Ash Street
Fernandina Beach, FL 32034
(904) 310-3115

Name	Anthony Chuck Oliva
------	---------------------

Home Mailing Street Address	2865 West 6th St.
-----------------------------	-------------------

City	Fernandina Beach
------	------------------

Zip Code	32034
----------	-------

Primary Phone	3474957771
---------------	------------

Secondary Phone	<i>Field not completed.</i>
-----------------	-----------------------------

Please note that board materials are distributed electronically.

Email to receive board materials	chuckoliva7@gmail.com
----------------------------------	--

Employer	Self employed/Flatiron Data
----------	-----------------------------

Position Title	Owner/President
----------------	-----------------

Business Address	2865 West 6th St.
------------------	-------------------

City	Fernandina Beach
------	------------------

Zip	32034
-----	-------

Select the advisory board/committee you are	Board of Adjustment
---	---------------------

applying for:

None

Additional board that you
are applying for:

I have a deep respect for zoning.

Why are you interested in
serving on this Board?
Please explain.

Eligibility

Are you a resident of the City? Yes

Length of time: 4 years

Do you hold a public office? No

Office name: *Field not completed.*

Are you employed by the City? *Field not completed.*

Position: *Field not completed.*

Are you currently serving
on a Board? No

Board Name: *Field not completed.*

Potential Conflict of Interest:

Have you ever been engaged in
the management/ownership of
any business enterprise that has
a financial interest with the City
of Fernandina Beach? No

Field not completed.

If yes, please provide
details:

Major Affiliations:

Rendezvous Film Festival

List community,
professional, or other
applicable policy-making
Boards on which you have
served.
Note the length of service

and office held (if any):

Qualifications:

Please list any specific qualifications, education or experience that would directly relate to the Board for which you are being recommended:	Have been involved in conservation activities for many years.
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Organization or Commissioner sponsoring nomination (if applicable):	<i>Field not completed.</i>
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Educational Background: (Check all that apply)	AA, BS/A
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Other:	<i>Field not completed.</i>
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Major areas of study:	History, Film and Television Production - 120 college credits completed
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Florida's Public Records Law, Chapter 119, Florida Statutes, states:

"It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Commission when vacancies occur and are effective for two years from date of completion.

Do you understand the	Yes
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duties and responsibilities
of the Board/Committee
that you are applying for?

By submitting this form, I declare the foregoing facts to be true, correct, and complete.

Date	10/5/2020
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Applicant's Signature	Anthony Chuck Oliva
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Email not displaying correctly? [View it in your browser.](#)

From: [Kim Briley](#)
To: skulmis@hotmail.com
Cc: [Caroline Best](#); [Kelly N. Gibson](#); [Jacob Platt](#); [Sylvie McCann](#)
Subject: FW: Online Form Submittal: Advisory Board/Committee Application
Date: Thursday, October 1, 2020 11:57:22 AM
Attachments: [image243259.png](#)
[image247020.png](#)
[image208192.png](#)

Dear Mr. Skulmis,

Thank you for your interest in serving on the Board of Adjustment (BOA) and the Planning Advisory Board (PAB).

In accordance with [City Code of Ordinances Section 2-122\(a\)\(2\)](#) your application is being forwarded to the Planning and Conservation Department Director Kelly Gibson (copied herein) who serves as the PAB and BOA staff liaison. Ms. Gibson will have your application placed on the next available BOA agenda for consideration. Upon BOA approval your application will move to the City Commission for their honorable consideration.

Again, thank you for your interest in serving and please don't hesitate to contact me with any questions.

Kim Briley, MMC
Deputy City Clerk
City of Fernandina Beach
204 Ash St.
Fernandina Beach, FL 32034
(904) 310-3117 | kelliott@fbfl.org
www.fbfl.us



If this email is related to the Board, Committee or Commission that you serve on, please DO NOT REPLY TO ALL.

Disclaimer: According to Florida Public Records Law, email correspondence to and from the City of Fernandina Beach, including email addresses and other personal information, is public record and must be made available to the public and media upon request, unless otherwise exempted by the Public Records Law. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Wednesday, September 23, 2020 2:48 PM
To: [Caroline Best <cbest@fbfl.org>](mailto:cbest@fbfl.org); [Kim Briley <kelliott@fbfl.org>](mailto:kelliott@fbfl.org)
Subject: Online Form Submittal: Advisory Board/Committee Application

Advisory Board/Committee Application

This application is intended to provide information that will enable the City Commission to select the most qualified Board/Committee members. Please complete all applicable sections and return the form along with your current résumé to the City Clerk's Office.

City of Fernandina Beach
City Clerk's Office
204 Ash Street
Fernandina Beach, FL 32034
(904) 310-3115

Name	Bill Skulmis
Home Mailing Street Address	2705 Dolphin St, Unit 2A
City	Fernandina Beach
Zip Code	32034
Primary Phone	973-216-8465
Secondary Phone	<i>Field not completed.</i>

Please note that board materials are distributed electronically.

Email to receive board materials	skulmis@hotmail.com
Employer	Currently Retired
Position Title	<i>Field not completed.</i>
Business Address	<i>Field not completed.</i>
City	<i>Field not completed.</i>
Zip	<i>Field not completed.</i>
Select the advisory board/committee you are applying for:	Board of Adjustment
Additional board that you are applying for:	Planning Advisory Board
Why are you interested in serving on this Board? Please explain.	Planned/responsible development is key to maintaining the character of Fernandina Beach but is also key to the economic viability of local bsuinesses. My Master's thesis was centered around maintaining and preservng the economic base for the City of Miami Beach, FL - supervised by James Nicholas

Eligibility

Are you a resident of the City?	Yes
Length of time:	Amelia Island May 2016: FB proper April 2020
Do you hold a public office?	No

Office name:	<i>Field not completed.</i>
Are you employed by the City?	No
Position:	<i>Field not completed.</i>
Are you currently serving on a Board?	No
Board Name:	<i>Field not completed.</i>
Potential Conflict of Interest:	
Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Fernandina Beach?	No
	<i>Field not completed.</i>
If yes, please provide details:	
Major Affiliations:	
List community, professional, or other applicable policy-making Boards on which you have served. Note the length of service and office held (if any):	Served on Parks Committee - Madison, NJ for 6 years on President, Board of Directors, Ocean View Villas Fernandina Beach, FL
Qualifications:	
Please list any specific qualifications, education or experience that would directly relate to the Board for which you are being recommended:	Urban Economics was my major at FAU for my MA. Urban economics and econometrics were my specialties for my PhD. Considerable background in Business/Organizational Financial planning where evaluation of alternatives was a frequent requirement.
Organization or Commissioner sponsoring nomination (if applicable):	<i>Field not completed.</i>
Educational Background: (Check all that apply)	Ph.D.
<i>Field not completed.</i>	

Other:

Economics and Political Science

Major areas of study:

Florida's Public Records Law, Chapter 119, Florida Statutes, states:

"It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes

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I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Commission when vacancies occur and are effective for two years from date of completion.

Do you understand the duties and responsibilities of the Board/Committee that you are applying for?

Yes

By submitting this form, I declare the foregoing facts to be true, correct, and complete.

Date 9/23/2020

Applicant's Signature vhs

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