



**AGENDA
TECHNICAL REVIEW COMMITTEE
REGULAR MEETING
OCTOBER 22, 2020
9:00 AM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF MINUTES**
 - 4.1 Approval of Minutes for the October 8, 2020 Regular Meeting.
 - 4.2 Approval of Minutes for the June 25, 2020 Meeting.
- 5. DISCUSSION ITEMS**
 - 5.1 Change of Use: Bill Files, owner of The Spice & Tea Exchange in Winter Park Florida, to discuss opening a store in the Central Business District.
 - 5.2 Change of Use: 205 S. 14th Street - Steve Simmons with ERA Fernandina Beach Realty to discuss operating a Linen Processing Facility for Resort Rentals operated by ERA in the former Gator Fire Extinguisher building. The property is zoned C-1, Community Commercial.
 - 5.3 Change of Use: Jessica Staszewski to discuss opening a European Grocery with deli in the former H&R Block at 8 Flags Shopping Center.
 - 5.4 Pre-Application: 309 N. 10th Street - Asa Gillette, Gillette & Associates, to discuss extending North 10th Street for access to a single family residential lot.
- 6. NEW BUSINESS**
 - 6.1 SPR 2020-0009 Jefferson Avenue Extension
- 7. DEVELOPMENT INQUIRIES FROM APPLICANTS NOT ON THE AGENDA - DISCUSSION ONLY, NO ACTION TO BE TAKEN.**
- 8. COMMITTEE BUSINESS**
- 9. ADJOURNMENT**

NEXT REGULAR TRC MEETING IS SCHEDULED FOR NOVEMBER 12, 2020

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



**MINUTES
TECHNICAL REVIEW COMMITTEE
REGULAR MEETING
OCTOBER 8, 2020**

1. CALL TO ORDER 9:00 a.m.

2. ROLL CALL

MEMBERS PRESENT:

Don Kukla, Building
Rex Lester, Streets/ADA
Andre Desilet, Stormwater
Sal Cumella, Historic Preservation
Dave Holley, Trees

Jason Higginbotham, Fire
Michelle Forstrom, Code
John Mandrick, Utilities

MEMBERS ABSENT

OTHERS PRESENT

Kelly Gibson, Planning
Taylor Hartmann, Recording Secretary

3. PLEDGE OF ALLEGIANCE

4. NEW BUSINESS

- 4.1 SPR 2020-0010 - ASA GILLETTE, GILLETTE & ASSOCIATES, AGENT FOR CONCEPT DEVELOPMENT INC., LOTS 1, 2, 9 & 10 LIME STREET/SOUTH 14TH STREET**
Site plan review for the construction of a Dollar General.

Ms. Gibson introduced the case as being a first review and explained that there are two pending actions alongside this case including a Lot Line Adjustment/Minor Subdivision review to split this single commercial parcel into two.

Mr. Desilet commented on the drainage analysis of the parcels.

Mr. Mandrick commented that there may be a need for separate meters given the division into two commercial parcels. He also confirmed that this space would not be serving food and remain strictly retail space.

- 4.2 SPR 2020-0011 - NICK GILLETTE, GILLETTE & ASSOCIATES, AGENT FOR MAIN BEACH SOJOURN, LLLP, 2700 ATLANTIC AVENUE** Site plan review of modifications to the previously reviewed TRC 2018-10

Ms. Gibson introduced the case and stated that the Land Development Code requires a review through TRC.

Mr. Gillette gave a summary of the changes to be made including the relocation of an exterior stairwell, the geometry of the pool, and the change of use of an interior room from retail to meeting space.

Mr. Desilet commented on the use of a pervious system around the pool.

5. DISCUSSION ITEMS

5.1 CHANGE OF USE - 14 S. 7th Street from residential to art studio

Ms. Lauren Templeton explained that she would like to transition the first floor into an art studio.

Benjamin Morrison, Architect, explained that they would do their due diligence and address any potential issues prior to further investment. He stated that the first floor would have appropriate restroom facilities and an accessible entrance and that the 2nd floor would be used for storage purposes only. He also stated that they plan to put a small accessory structure in the rear of the property in order to house a kiln for art projects.

Mr. Mandrick stated that if the property transitions from residential to retail Ms. Templeton would be responsible for the difference in water and sewer charges.

Mr. Kukla stated that Ms. Templeton should contact the state to ensure that she does not have to address vertical accessibility and obtain a waiver in writing.

Mr. Desilet addressed the potential increase in stormwater drainage and Mr. Cumella stated that any exterior changes, including signage, would need approval from the HDC.

5.2 CHANGE OF USE - 218 Ash Street - from retail to dining area as an expansion of Garden Street Bistro

The applicant stated that there are no plans for construction, only to add seating and signage.

Mr. Kukla stated that the site would need to be assessed for fire separation as well as compliance with ADA standards. He recommended that a design professional be brought in to ensure restroom facilities and occupancy load meet current standards.

Mr. Mandrick question whether there was a backflow preventer on the current water service.

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

7. COMMITTEE BUSINESS

7.1 MINOR AMENDMENT- Holiday Inn Express at Gateway - Shifting one parking space located next to the pool deck to expand the pool deck to accommodate social distancing requirements and moving the space to the northwest corner of the property.

Mr. Desilet mentioned that the applicant needs to make sure that they are still within the pervious limit guidelines.

Mr. Mandrick discussed the location of force mains and that the applicant needs to be aware of them and shown on the as built plans.

7.2 MINOR AMENDMENT - Paxton Automotive - to include a 2-phase plan for built-out - 1947 Citrona Drive

Agent for the applicant stated that at this time, the applicant wants to create a small workspace for employees during phase one. No date has been set for phase two.

Mr. Mandrick mentioned that should any portion of the commercial property be leased out to other

DRAFT

individuals in the future, separate plumbing lines and water meters should be installed.

Mr. Kukla recommended a reconfiguration of the ADA curb cut and extension of sidewalk to make the handicapped parking space more accessible.

Ms. Gibson will provide the agent for the applicant a complete set of comments made by the TRC members.

8. ADJOURNMENT 9:53 A.M.

Kelly Gibson



**MINUTES
TECHNICAL REVIEW COMMITTEE
REGULAR MEETING
JUNE 25, 2020**

1. CALL TO ORDER

2. ROLL CALL

3. MEMBERS PRESENT:

Jacob Platt, Planning
Rex Lester, Streets/ADA (joined at 9:02)
Andre Desilet, Stormwater
John Mandrick, Utilities

Steven Beckman, Building (joined at 9:10)
Jason Higginbotham, Fire
Michelle Forstrom, Code Enforcement
Juan Brown, Utilities

4. PLEDGE OF ALLEGIANCE

5. APPROVAL OF MINUTES

5.1 June 11, 2020 Regular Meeting Minutes

5.2 March 12, 2020 Regular Meeting Minutes

ACTION TAKEN: A motion was made by Member Kukla, seconded by Member Mandrick, to approve both sets of Minutes as presented.

Motion passed by unanimous voice vote.

6. DISCUSSION ITEMS

- 6.1 **CHANGE OF USE:** 1894 S. 14th Street, Suite 1 - Tara Thousand with Amelia Coastal Realty to discuss leasing the space for a hair salon.

The property is zoned C-1, Community Commercial.

Mr. Platt noted that as far as the Land Development Code this use is permissible as it was a professional office before. It was mentioned that with no modifications to the site, there would be no cause for concerns from the Stormwater's perspective. With this office space being switched to hair salon, there was discussion about the number of chairs, the impact fees, and the type of chair count such as washing and drying stations.

Also mentioned was the need for adequate handicapped parking space including the width of the spaces and the assurance that the correct signage be used. There was also a discussion about the HVAC system.

It was recommended that they should look into a Local Business Tax Receipt, address signage and secure a floor plan before proceeding to permitting.

- 6.2 **CHANGE OF USE:** 1531 Sadler Road - Rebeca Salmon with Eat the Frog Fitness to discuss commercial buildout for health club.

The property is zoned C-2, General Commercial and had a commercial shell built out recently started but never completed.

Ms. Salmon explained her project.

Mr. Platt commented that this space was retail space previously and that a health club would be a permissible use.

The owner was asked if they would be serving food. She answered that no food would be prepared and that no exterior space would be used. Comments also included a recommendation for a design professional to confirm the terms of usage. Mr. Mandrick explained the need for fixture count to estimate the daily water consumption and that water services had been setup in the rear.

It was recommended that the applicant work through the building permit process and Local Business Tax Receipt with the Building Department and for necessary plans to include signage along with the non-compliance of the curb ramp in the front.

7. NEW BUSINESS

7.1 SPR 2020 - 0004: Kristopher Rowley with Zev Cohen and Associates - Expansion of St. Michael's Catholic Church parking lot and relocation of the Liberty Billings House.

Sam Hamilton and Jose Miranda, Architect, were present. Mr. Platt explained that Staff comments would be discussed as they were not routed to all committee members.

Mr. Hamilton started the presentation of the project with comments on the existing parking area and the relocation of the existing home and removal of the parish office. He noted that in addition they would be creating a pavers parking lot to support the church and parish hall. They would add sidewalks on N. 5th Street and on Broome Street along with ADA parking spaces, this for a total of 45 spaces to replace the previous 42 spaces.

Mr. Platt noted that the parking lot was designed to work around existing magnolia trees .

Mr. Miranda stated that the only change from the original plan would be the elimination of a fence between the Liberty Billings House and the parking lot. It was mentioned that the St. John's Water Management permit would be modified to meet the needs of this project. Mr. Desilet stated he'd look at the new calculations upon receipt of the modified SJWM permit.

Mr. Miranda confirmed that they had received all the necessary HDC COAs for this project, including the demolition and the relocation of the structure and parking construction, and also explained the orientation of the Liberty Billings House, as well as the installation of a new foundation system. The discussion also included new sidewalks on Broome Street and its ADA compliance.

Mr. Miranda discussed the installation of a new power pole which would tie up to an existing one and provide lighting for the parking lot. Mr. Lester stated that this needed to be coordinated between FPU and the city.

Mr. Platt asked about the rocks in the right-of-way and members explained the possibility of adding a swale to capture any water runoff from the road. Mr. Platt also mentioned the possibility to add some trees.

Mr. Holley explained what a heritage tree is and the process for obtaining such a designation, particularly in reference to a Magnolia tree on the property.

Mr. Platt stated that he would route all the plans to committee members along with comments and applicants should get a recommendation before the middle of July 2020.

Mr. Lester confirmed that stamped sidewalk is preferred, and it was noted that HDC approval may be necessary. Mr. Platt said that further discussion about that element is recommended through the HDC.

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

8.1 515 S. 8TH STREET – PHIL GRIFFIN

Phil Griffin inquired about the property at 515 S. 8th Street previously leased by Sawyer Gas. He mentioned that he was contacted by the owner of Road Shark regarding the possibility of leasing that property and asked about what triggers a Change of Use.

Mr. Platt explained that Road Shark does repairs and sales and expanded on the impact of possibly moving his business to that location. Mr. Kukla noted that a design professional assessment on what is required with this business will determine the necessary use change. Members also covered outside sales and the type of sales and the possibility of a variance application. Mr. Platt explained the process of applying for a variance.

9. COMMITTEE BUSINESS

Members spoke of the process of pre-application meetings, comment discussions from the applicant taking place at a public meeting, and how many times should comment discussions be put on the agenda. Mr. Platt commented about the possibility to review the process of agenda item notices, by possibly re-introducing posting and mail outs and including applicant feedbacks in that review process. The HDC application for a variance by St. Michael's regarding the height of a fence was brought up and discussed as far as the impact on trees and parking.

Mr. Lester asked about the additional tree planting at St. Michael's project and the need for tree root barrier.

9.1 SPR 2020-0002 - Cottages at Amelia - Sign off

10. ADJOURNMENT 10:24 a.m.

Jake Platt, Chair

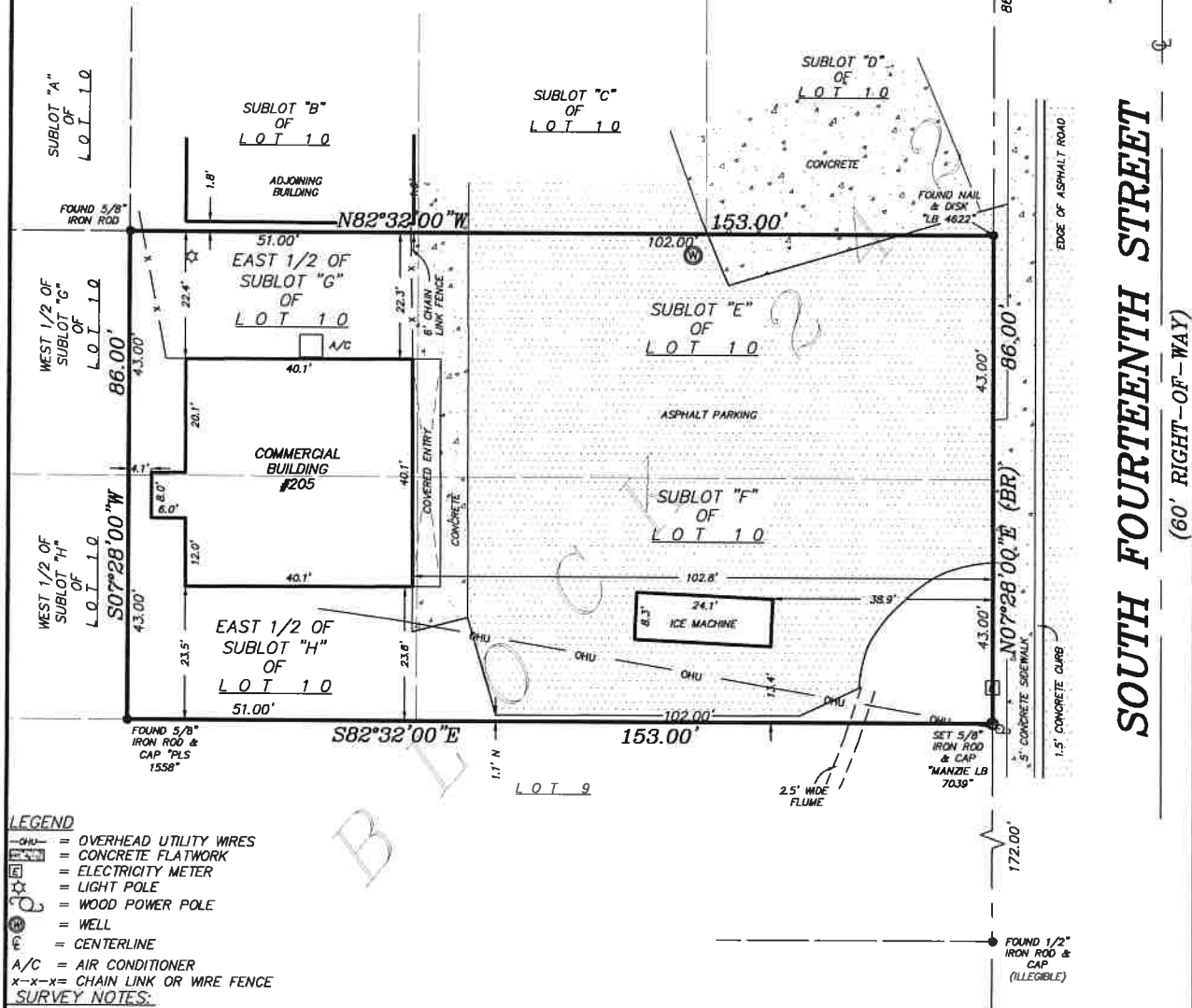
MAP OF BOUNDARY SURVEY

ALL THAT CERTAIN LOT, PIECE OR PARCEL OF LAND SITUATE LYING AND BEING IN THE CITY OF FERNANDINA BEACH (FORMERLY NAMED FERNANDINA) COUNTY OF NASSAU 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 1901) AS:

SUBDIVISION LOTS E & F, AND THE EASTERLY ONE-HALF OF SUBDIVISION LOTS G & H OF LOT TEN (10), IN BLOCK TWO HUNDRED AND FORTY TWO (242)

CERTIFIED TO:
FERNANDINA BEACH REALTY, INC.
WESTCOR LAND TITLE INSURANCE COMPANY
ANDREA F. LENNON, P.A.

PROPERTY ADDRESS:
205 SOUTH FOURTEENTH STREET
FERNANDINA BEACH, FLORIDA 32034



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.

Manzie & Drake
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: 21036 DATE: 09/10/2020 CADD: LM

F.B. NO: X-332 PAGE NO: 39 FIELD CREW: SS FILE NO: A-5185

Linen Processing Facility

205 South 14th Street

Originally constructed for and used as Coopers Laundry Matt and later converted in 1997 to Gator Fire Extinguisher Sales & service.

Current Zoning is C-1

1- Washing machines =7 – License Plumber to get permit

2- Natural Gas Dryers= 5 stacked units – License Technician to get permit

3- Tankless Water Heaters - License Plumber to get permit

5- Electricity= existing 400-amp box currently in service

5- Utilizing existing floor drains as used for previous laundry matt.

6- One possibly two employees working at facility

Building:

Concrete block walls and concrete floor.

Flat roof

No interior structure bearing walls

One bathroom

Facility will not be open to the public. This is not for public use or access. This facility will be used for the purpose of washing and processing laundry for the resort rental business generated by Fernandina Beach Realty.

Print

Technical Review Committee (TRC): Pre-Application Meeting Request - Submission #6157

Date Submitted: 10/12/2020

Technical Review Committee (TRC) Pre-Application Meeting Request

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

Fees

None

IMPORTANT NOTES

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

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



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



Pre-Application Conference “ see LDC section 11.01.02

The LDC is available for review at

www.fbfl.us/LDC

Application Requirements



A complete application.



Site plans or scaled drawings; and



Any other files that illustrate the proposed project.

PROPERTY INFORMATION

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

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

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

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

Describe your project in detail

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

Certification*



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



I acknowledge that I understand and have complied with all of the submittal requirements and procedures.

Applicant First Name*

Jessica

Applicant Last Name*

Staszewski

Today's Date*

10/12/2020

Upload Supporting Documentation*

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Upload 4

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Upload 5

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DEPARTMENT OF PLANNING & CONSERVATION

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

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Technical Review Committee (TRC): Pre-Application Meeting Request - Submission #6172

Date Submitted: 10/14/2020

Technical Review Committee (TRC) Pre-Application Meeting Request

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Fees

None

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Pre-Application Conference “ see LDC section 11.01.02

The LDC is available for review at

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Application Requirements



A complete application.



Site plans or scaled drawings; and



Any other files that illustrate the proposed project.

PROPERTY INFORMATION

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

Describe your project in detail

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

Certification*



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



I acknowledge that I understand and have complied with all of the submittal requirements and procedures.

Applicant First Name*

Asa

Applicant Last Name*

Gillette

Today's Date*

10/14/2020

Upload Supporting Documentation*

ritter_10th St. Ext..pdf

Upload 2

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Upload 3

Choose File

No file selected

Upload 4

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Upload 5

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No file selected



DEPARTMENT OF PLANNING & CONSERVATION

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

Engineering Plans

For

309 N. 10TH STREET

for

LAINA RITTER

309 N. 10th Street
Fernandina Beach, Florida

309 N. 10TH STREET

for

LAINA RITTER

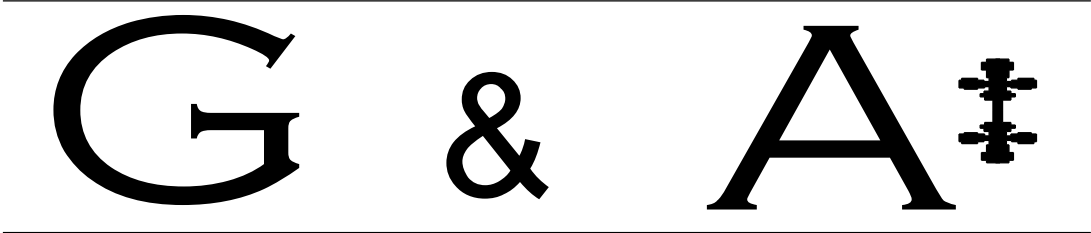
Released for construction _____ by _____

INDEX	
SHEET #	DESCRIPTION
1	COVER SHEET
2	PREDEVELOPMENT PLAN
3	SITE PLAN
4	PLAN & PROFILE

Gillette & Associates, Inc.

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

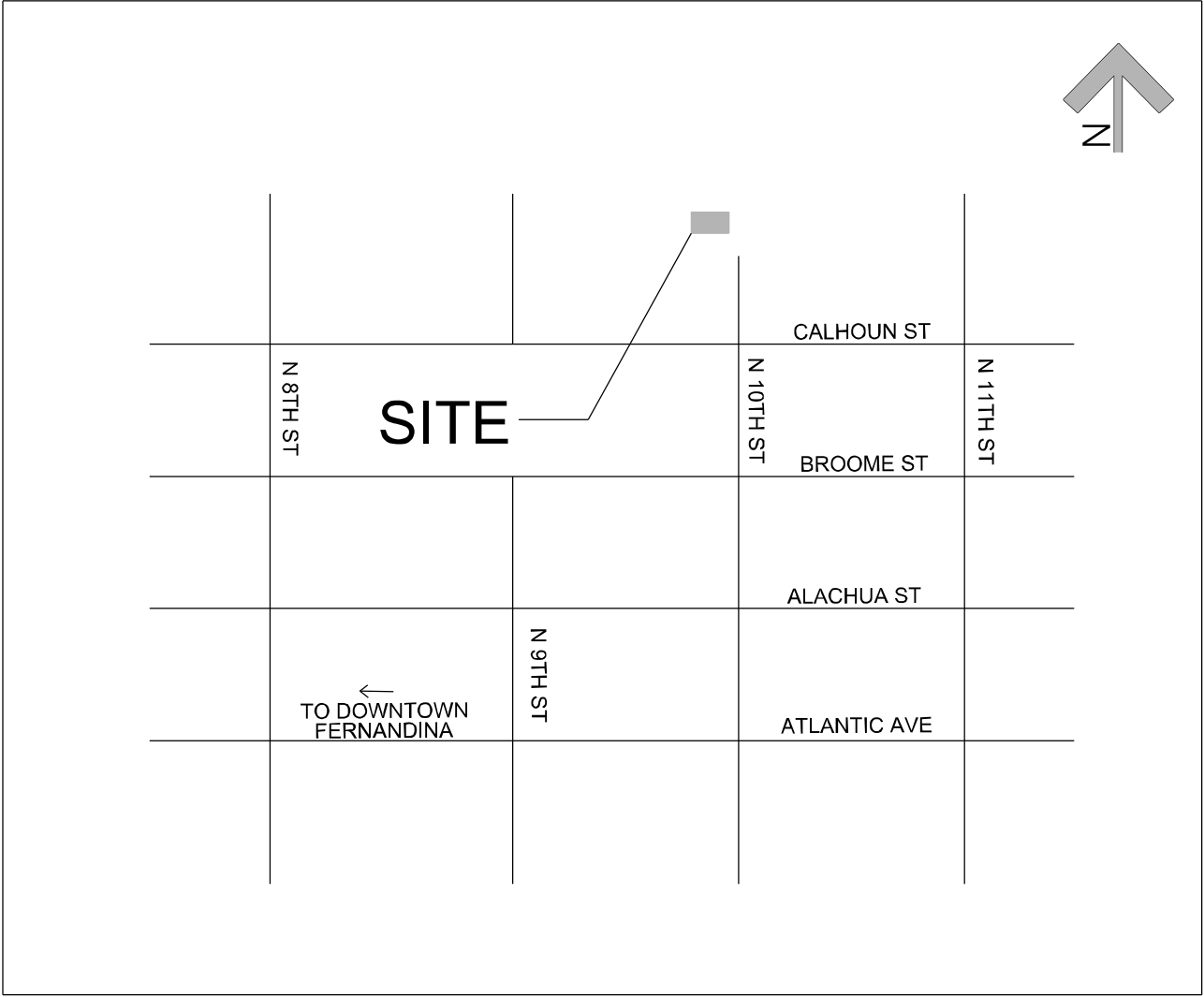
20 South 4th Street Amelia Island, Florida 32034
Phone: (904) 261-8819



Issue Date:
April 24,2020

Revision Date:
October 12, 2020

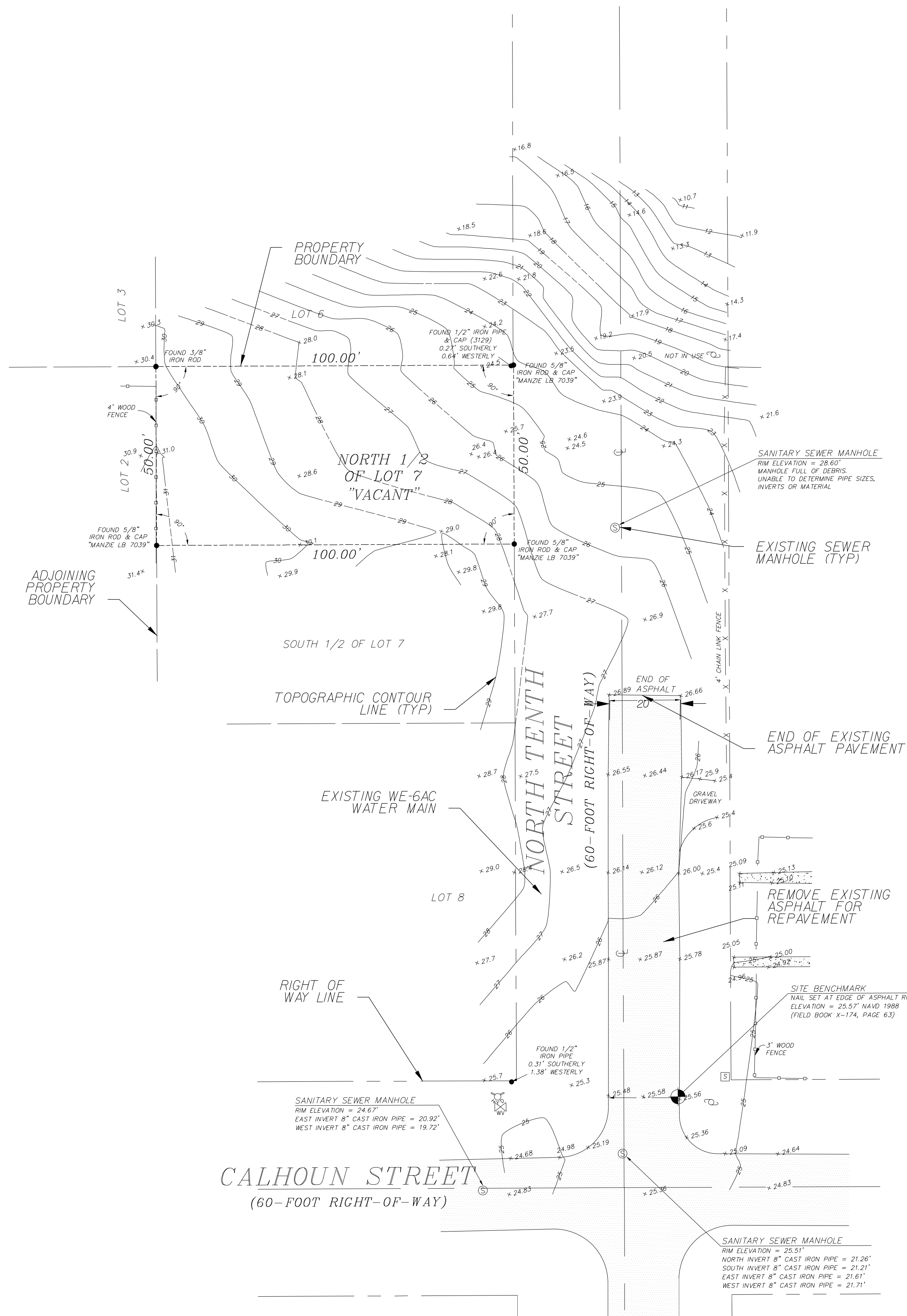
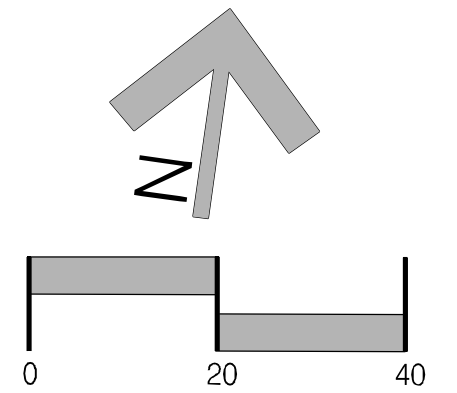
SITE LOCATION MAP



\$\$\$Business \$\$\$dotes\$

PROPERTY INFORMATION
- PID#: 00-00-31-1800-0077-0071 - LOCATION: FERNANDINA BEACH, FL - FLOOD ZONE: X - ZONING: R-2 - FUTURE LAND USE: MEDIUM DENSITY RESIDENTIAL - TOTAL ACREAGE: 0.11 ACRES = 4,792 SF

PROPERTY INFORMATION
- PID#: 00-00-31-1800-0077-0071 - LOCATION: FERNANDINA BEACH, FL - FLOOD ZONE: X - ZONING: R-2 - FUTURE LAND USE: MEDIUM DENSITY RESIDENTIAL - TOTAL ACREAGE: 0.11 ACRES = 4,792 SF



\$\$\$date\$\$\$	\$\$\$time\$\$\$	\$\$\$FileName\$\$\$

L			
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B	MP	10/12/2020	Owner/City Review
LA		04/24/2020	Conceptual Site Plan
No.	By	Date	Revision

Scale: 1" = 20'

Project Mgr: _____ A

Designed by: _____ A

Drawn by: _____ M

QA/QC: _____ N

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

Certificate of Authorization No. 9332

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

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

Laina Ritter

309 N. 10th Street

10th ST. EXTENSION
PREDEVELOPMENT PLAN

Registered Professional

SHEET NO.
PRE-1
2 of 4
Issue Date
APRIL 24, 2020
Project No.
20-10.16

PROPERTY INFORMATION

- *PID*: 00-00-31-1800-0077-0071*
- *LOCATION: FERNANDINA BEACH, FL*
- *FLOOD ZONE: X*
- *ZONING: R-2*
- *FUTURE LAND USE: MEDIUM DENSITY RESIDENTIAL*
- *TOTAL ACREAGE: 0.11 ACRES = 4,792 SF*
- *PROPERTY USE: VACANT*
- *PROPOSED BUILDING HEIGHT: __ FT*
- *PROPOSED BUILDING USE:*
 - *SINGLE FAMILY RESIDENCE*

DEVELOPMENT REQUIREMENTS

- USE: SINGLE FAMILY RESIDENCE
- MAX BUILDING HEIGHT- 35-FT
- MINIMUM LOT WIDTH- 50 FT (25 FT ON EXISTING PLATTED LOTS)
- MAXIMUM FLOOR AREA RATIO- $0.50 = 0.50 \times 4,792 \text{ SF} = 2,396 \text{ SF}$
- MAXIMUM IMPERVIOUS AREA- $60\% \ 0.60 \times 4,792 \text{ SF} = 2,875 \text{ SF IMPERVIOUS AREA}$
- BUILDING SETBACK REQUIREMENTS:
 - FRONT- 25 FT
 - SIDES- $10\% \text{ LOT WIDTH} = 50 \text{ FT} \times 0.1 = 5 \text{ FT}$
 - REAR- 20 FT
- PARKING REQUIREMENTS
 - SINGLE FAMILY RESIDENCE = 2 SPACES PER DWELLING UNIT = 2 SPACES REQUIRED

LANDSCAPING REQUIREMENTS

CONFLICTING USE LANDSCAPE BUFFERS-

- NORTH- NONE
- EAST- NONE
- SOUTH- NONE
- WEST- NONE

- MINIMUM REQUIRED SHADE TREE (ST) PLANTING-

1 ST / 2500 SF LOT AREA: 4,792 SF x (1 ST / 2500 SF) = 2 ST REQUIRED.

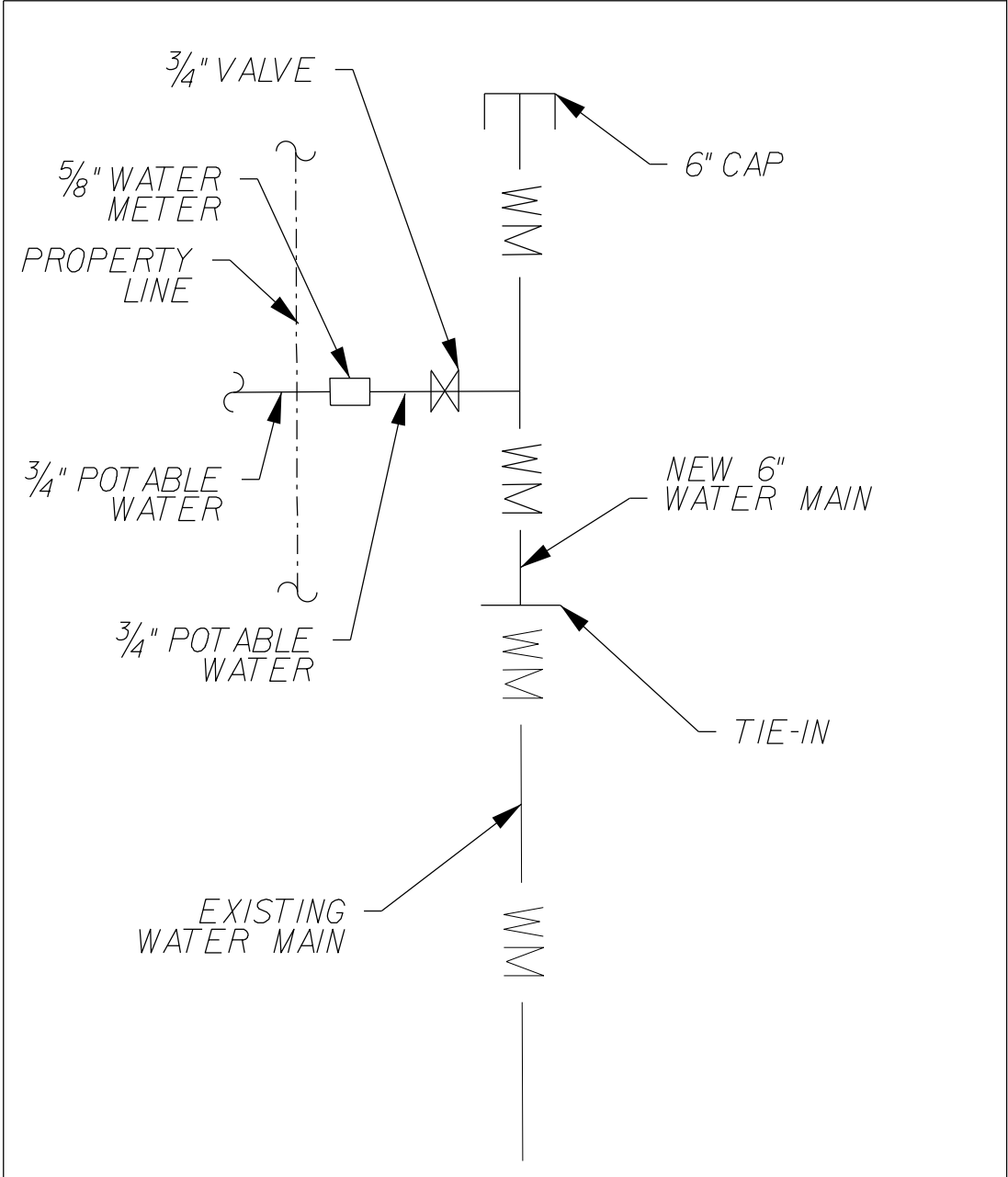
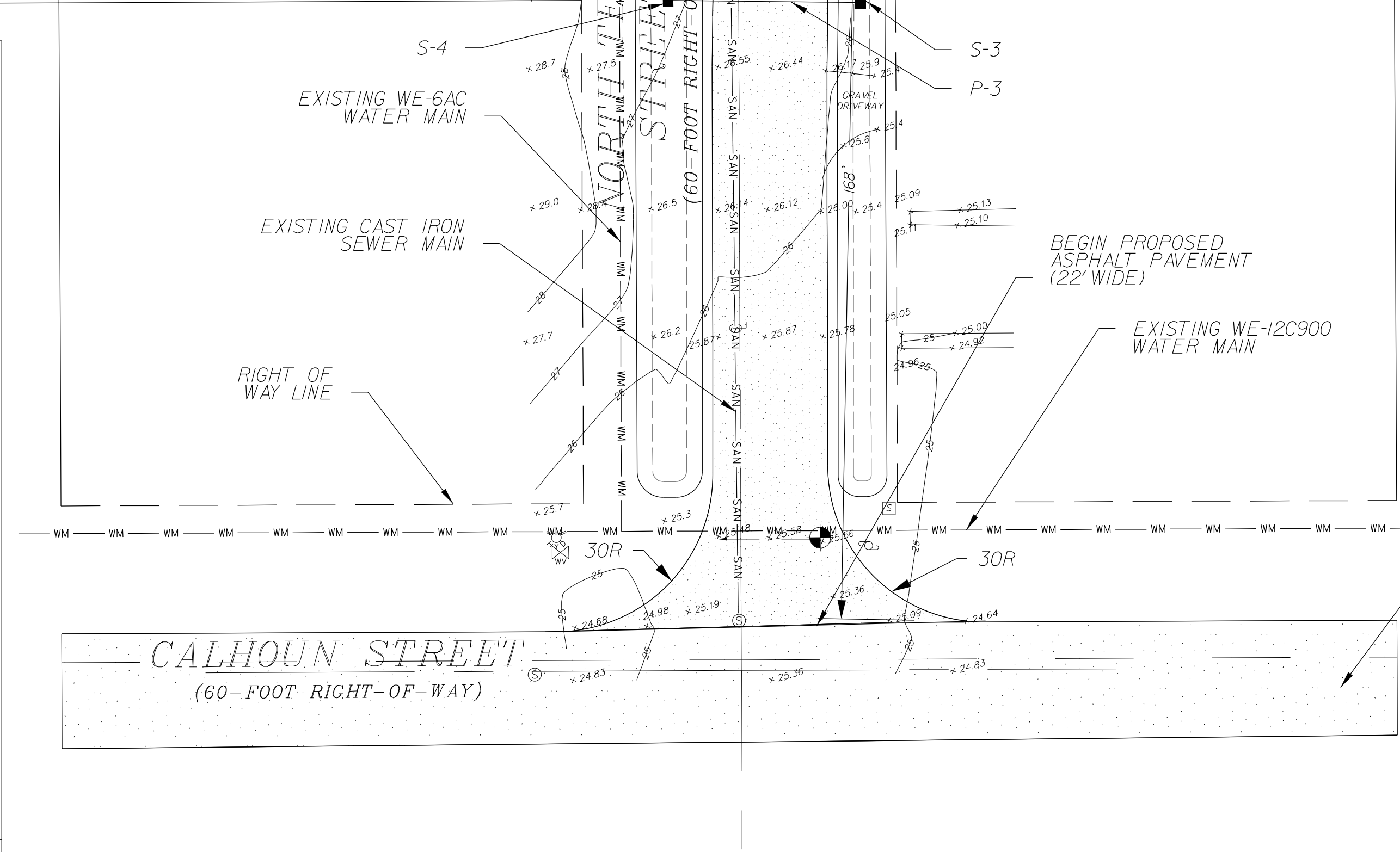
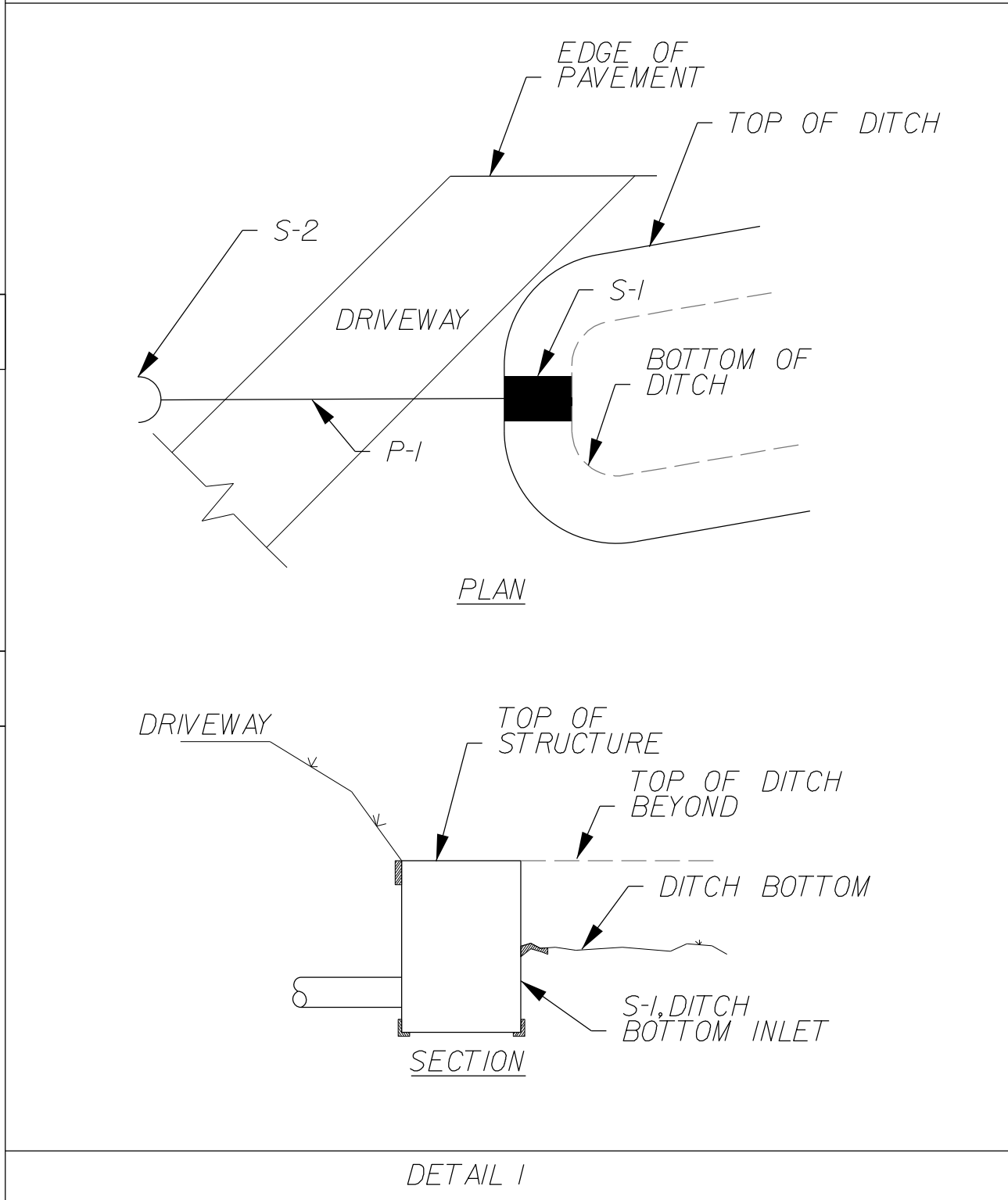
A MINIMUM OF 2 SHADE TREES SHALL BE LOCATED IN THE FRONT OR REAR YARD.

UTILITIES

- *WATER: CITY OF FERNANDINA BEACH*
- *FIRE PROTECTION: NOT REQUIRED*
- *SEWER: CITY OF FERNANDINA BEACH*
- *POWER: FLORIDA PUBLIC UTILITIES*

LEGEND

	<i>ASPHALT</i>
	<i>CONCRETE</i>



Scale: 1" = 20'
Project Mgr: AG
Designed by: AG
Drawn by: MP
QA/QC: NG

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

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G & A[†]

GILLETTE & ASSOCIATES, INC.

20 SOUTH 4TH STREET
FERNANDINA BEACH, FL 32034

PHONE: (904) 261-8819

Laina Ritter

309 N.10th Street

10TH STREET
EXTENSION
SITE PLAN

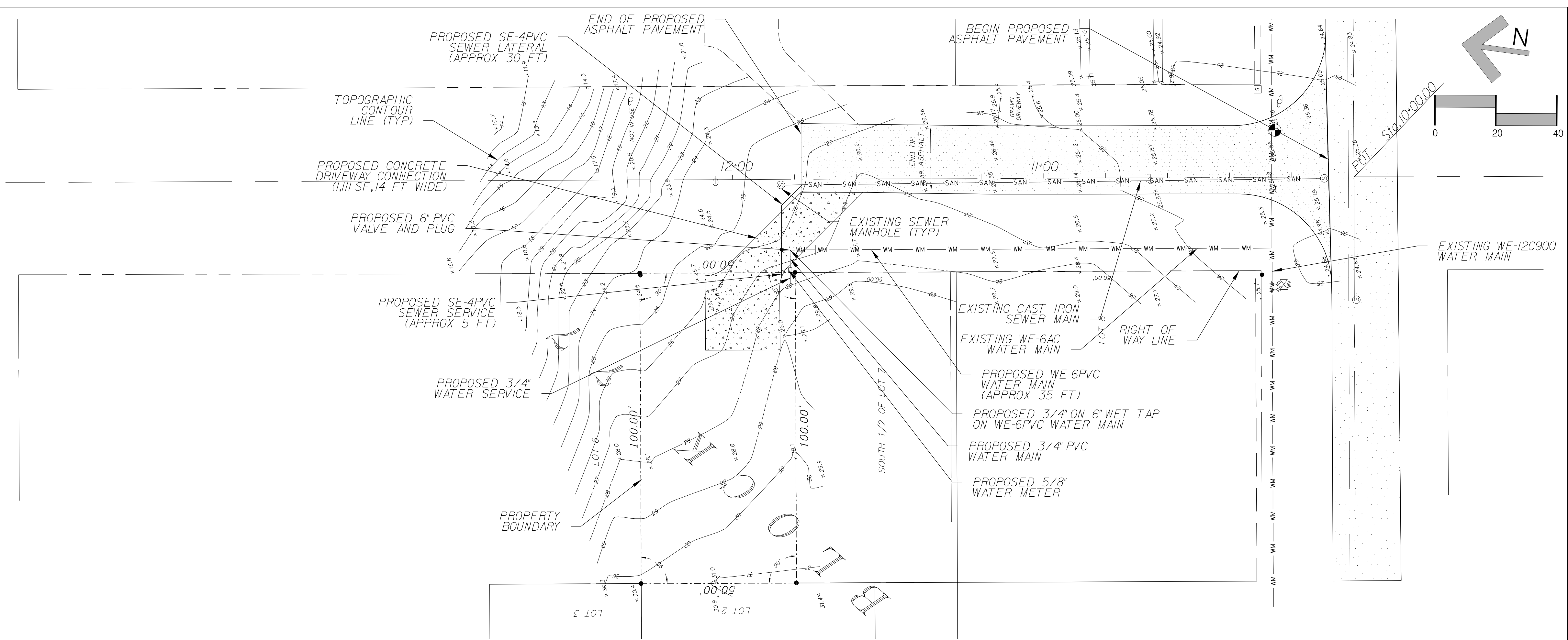
Registered Professional

SHEET NO.
SP-1

3 of 4

Issue Date
APRIL 24, 2020

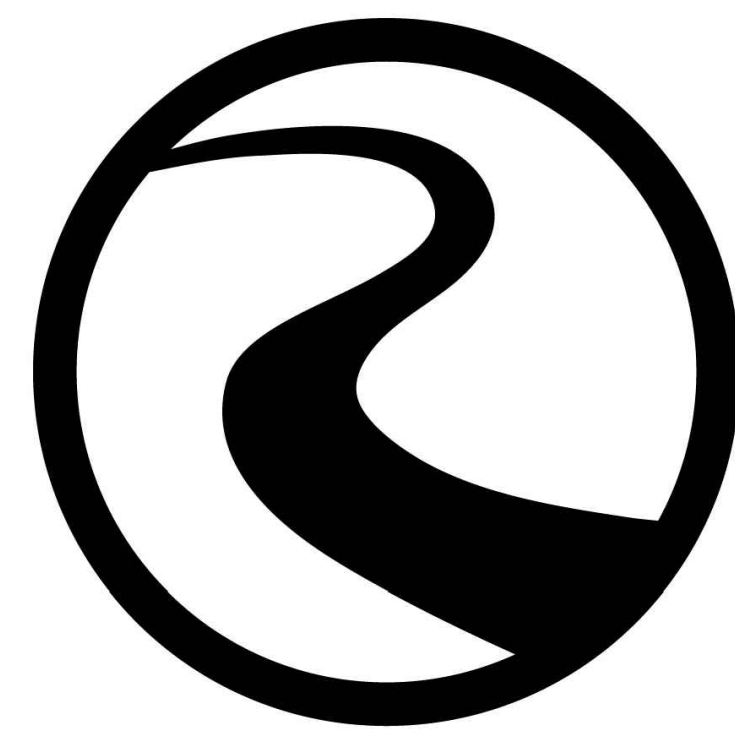
Project No.
20-10.16



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	K			Project Mgr: AG						
	J			Designed by: AG						
	I			Drawn by: MP	Certificate of Authorization No. 9332 DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFERENCE. DRAWING IS REDUCED IF LESS THAN 22" x 34"					
	H			QA/QC: NG						
	G									
	F									
	E									
	D									
	C	MP	10/12/2020	Owner/City Review						
B	LA	04/24/2020	Conceptual Site Plan							
A	By	Date	Revision							

SITE CONSTRUCTION PLANS

PREPARED FOR:
JENNIFER AND ADAM TOWLES
304 S 17TH STREET
FERNANDINA BEACH, FL 32034



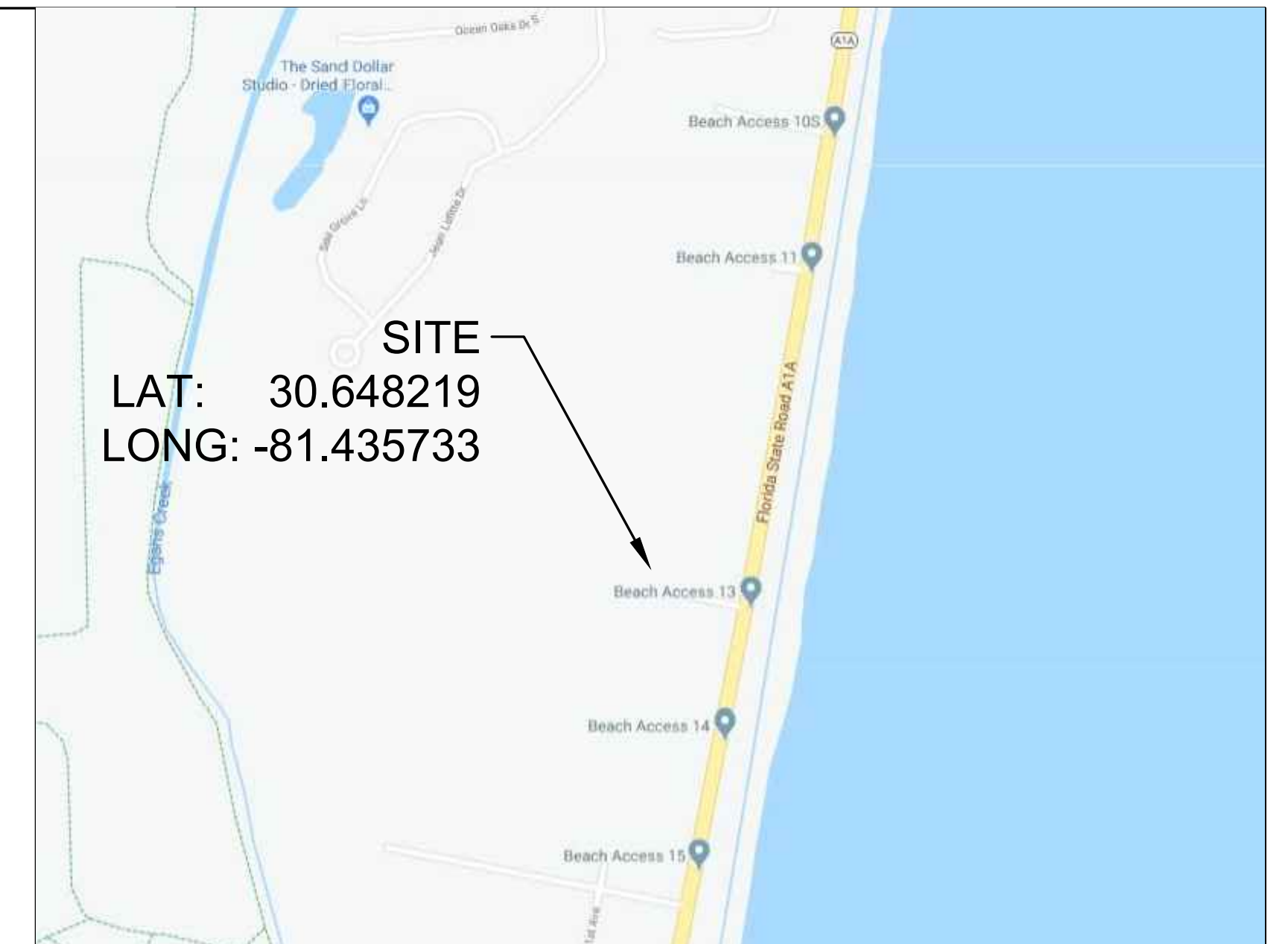
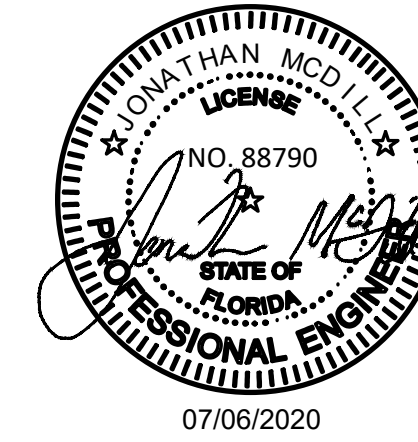
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CIVIL ENGINEERING
WWW.ROBERTSCIVILENGINEERING.COM

301 SEA ISLAND ROAD, SUITE 10
ST. SIMONS ISLAND, GA 31522
912-638-9681

6001 CHATHAM CENTER DRIVE, SUITE 255
SAVANNAH, GA 31405
912-298-7006

14600 WHIRLWIND AVENUE, SUITE 119A
JACKSONVILLE, FL 32218
904-741-0099

4000 FABER PLACE DRIVE, SUITE 300
NORTH CHARLESTON, SC 29405
843-323-4224



VICINITY MAP NTS

FERNANDINA BEACH, FL 32034

TOWLES RESIDENCE DRIVE

OWNER
JENNIFER AND ADAM TOWLES
CONTACT
JENNIFER TOWLES
EMAIL
DRJENNIFERTOWLES@COMCAST.NET

ENGINEER
ROBERTS CIVIL ENGINEERING
CONTACT
JONATHAN MCDILL, P.E.
EMAIL
JMCDILL@ROBERTSCIVILENGINEERING.COM

#	REVISIONS
1	
2	
3	
4	
5	

2020-07-06: ORIGINAL ISSUE DATE	RCE PROJECT NUMBER: 19801
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CONTENTS

SHEET		DATE
1	COVER	07-06-20
2	GENERAL NOTES	07-06-20
3	EXISTING CONDITIONS PLAN	07-06-20
4	STAKING PLAN	07-06-20
5	GRADING & DRAINAGE PLAN	07-06-20
6	ROAD SECTIONS	07-06-20

COVER

1. ALL CONSTRUCTION METHODS AND MATERIALS SHALL CONFORM TO ALL APPLICABLE FEDERAL, STATE, AND LOCAL LAWS.
2. ALL PERMITS NECESSARY FOR CONSTRUCTION SHALL BE OBTAINED BY CONTRACTOR.
3. ANY DEVIATIONS FROM THE PLANS ARE PROHIBITED WITHOUT THE WRITTEN CONSENT OF THE ENGINEER.
4. THE CONTRACTOR IS TO IMMEDIATELY CONTACT THE ENGINEER IF ANY UNFORESEEN COMPLICATIONS OR DISCREPANCIES OCCUR.
5. CONTRACTOR SHALL COORDINATE THE CONSTRUCTION OF ALL UTILITIES ON SITE WITH THE APPROPRIATE PROVIDER (e.g. POWER, PHONE, CABLE, ETC.)
6. THE ENGINEER SHALL NOT BE HELD RESPONSIBLE FOR THE PHYSICAL CONSTRUCTION OF THE SITE.
7. CONTRACTOR SHALL MAINTAIN A SAFE SITE AND MEET ALL APPROPRIATE REGULATIONS CONCERNING SAFETY.
8. SURVEY DATA PROVIDED BY .
MANZIE & DRAKE LAND SURVEYING
117 SOUTH NINTH STREET
FERNANDINA BEACH, FL 32034
904-491-5700
9. EXISTING SURVEY INFORMATION TO BE VERIFIED BY CONTRACTOR PRIOR TO CONSTRUCTION. CONTRACTOR TO NOTIFY ENGINEER OF ANY DISCREPANCIES IN FIELD OBSERVATIONS VERSUS SURVEY DATA.
10. CONTRACTOR TO LOCATE ALL UTILITIES PRIOR TO CONSTRUCTION BY CALLING THE CALL BEFORE YOU DIG HOTLINE: 811.
11. ACCORDING TO FEMA FLOOD INSURANCE RATEMAPS 12089C 0243G DATED 08/02/2017, THE SITE IS LOCATED IN THE 100 YEAR FLOODPLAIN IN ZONE X & AE-6.
12. HORIZONTAL DATUM BASED ON GEORGIA STATE PLANE COORDINATE SYSTEM, EAST ZONE. NAD83

1. CONTRACTOR TO REMOVE ALL UNSUITABLE MATERIAL BENEATH PROPOSED PAVEMENT AND BUILDINGS TO A DEPTH OF 3 FEET AND REPLACE WITH SUITABLE FILL. THIS ONLY APPLIES TO AREAS WHERE UNSUITABLE MATERIAL IS PRESENT.
2. THE UPPER 12 INCHES OF SUBGRADE BELOW THE PAVEMENT AND BUILDINGS SHALL BE SCARIFIED AND RECOMPACTED TO 100% STANDARD PROCTOR MAX DRY WEIGHT DENSITY WITH A MOISTURE CONTENT WITHIN 2% OF THE OPTIMUM MOISTURE CONTENT.
3. IN AREAS WHERE STRUCTURAL FILL IS REQUIRED, THE FILL SHALL BE PLACED IN LIFTS OF 6 INCHES AND COMPACTED TO 100% STANDARD PROCTOR MAX DRY WEIGHT DENSITY. STRUCTURAL FILL SHALL CONSIST OF GRANULAR SOIL CONTAINING LESS THAN 10% MATERIAL PASSING THE NO. 200 SIEVE.
4. ALL FILLING AND EXCAVATION SHALL BE COMPLETED PRIOR TO THE INSTALLATION OF ANY UTILITIES.
5. CONTRACTOR TO PROVIDE TEST RESULTS OF SUBGRADE AND BASE COURSE COMPACTION TO ENGINEER.

1. STORM PIPES SHALL BE JOINED PER DOT SPECIFICATIONS.
2. ALL PIPE SHALL BE INSTALLED IN NEW CONDITION.
3. A RIGHT OF WAY WORK PERMIT MAY BE REQUIRED BEFORE ANY WORK CAN BE DONE IN THE RIGHT OF WAY.
4. ALL STORM DRAINAGE PIPING SHALL BE CONSTRUCTED PER DOT SPECS.
5. ALL STORM DRAINAGE PIPING JOINTS SHALL BE WRAPPED IN FILTER FABRIC.
6. CONTRACTOR TO REQUEST CONFIRMATION OF LATEST PLAN REVISION DATE FROM ENGINEER IN WRITING PRIOR TO ORDERING MATERIALS.
7. IT IS THE CONTRACTOR'S SOLE RESPONSIBILITY TO REVIEW AND APPROVE SHOP DRAWINGS PRIOR TO ORDERING MATERIALS.

1. THE CONTRACTOR IS RESPONSIBLE FOR ADHERING TO ALL CURRENT ADA REQUIREMENTS.
2. THE EXTERIOR ACCESSIBLE ROUTE SHALL HAVE A MINIMUM WIDTH OF 3 FEET. IF THE ACCESSIBLE ROUTE CLEAR WIDTH IS LESS THAN 5 FEET, THEN 5'X5' PASSING SPACES SHALL BE PROVIDED EVERY 200' OR LESS. INTERSECTING SIDEWALKS MEET THIS REQUIREMENT.
3. THE FINISHED SURFACE HEIGHT DIFFERENCE REQUIREMENTS SHALL MEET THE FOLLOWING:
 - 0 - 1/4" NO REQUIREMENTS
 - 1/4" - 1/2" BEVEL WITH 1:2 SLOPE
 - GREATER THAN 1/2" CONFORM TO RAMP REQUIREMENTS
4. RAMPS SHALL MEET THE FOLLOWING CONSTRAINTS:
 - MAX SLOPE 1:12
 - MAX RAMP RISE IS 30"
 - MAX RAMP LENGTH IS 30'
 - MAX CROSS SLOPE IS 2.00%
5. RAMP LANDINGS SHALL MEET THE FOLLOWING CONSTRAINTS:
 - A MINIMUM 5' LONG LEVEL LANDING AT LEAST AS WIDE AS THE RAMP SHALL BE PLACED AT THE TOP AND BOTTOM OF THE RAMP
 - LANDINGS SHALL BE MINIMUM 5'X5' WHERE RAMP CHANGES DIRECTION.
 - LANDINGS SHALL NOT EXCEED A 2.00% SLOPE
6. HANDRAILS SHALL MEET THE FOLLOWING CONSTRAINTS:
 - IF RAMP RISE IS GREATER THAN 6", THEN HANDRAILS ARE REQUIRED ON BOTH SIDES OF RAMP MINIMUM OF 12" LONG HANDRAIL EXTENSIONS SHALL BE PROVIDED AT THE TOP AND BOTTOM OF LANDINGS.

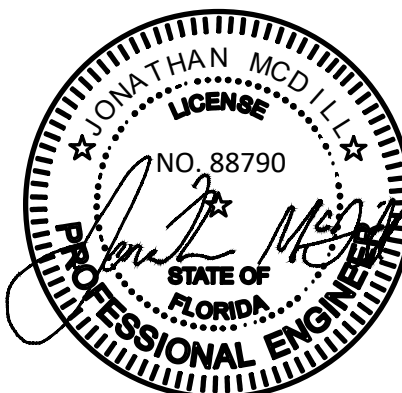


TOWLES RESIDENCE DRIVE
FERNANDINA BEACH, FL 32034

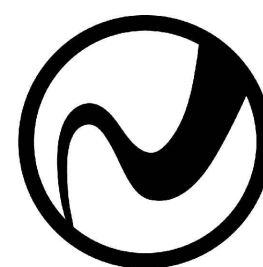
PREPARED FOR:
JENNIFER AND ADAM TOWLES

SCALE: NTS

SHEET:



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EXISTING CONDITIONS PLAN

TOWLES RESIDENCE DRIVE
FERNANDINA BEACH, FL 32034

PREPARED FOR:
JENNIFER AND ADAM TOWLES

DATE: 2020-07-06

PROJECT NUMBER: 19801

DRAWN BY: TL

CHECKED BY: JM

SCALE: 1":30' (FOR 24"X36" PLOT)

3

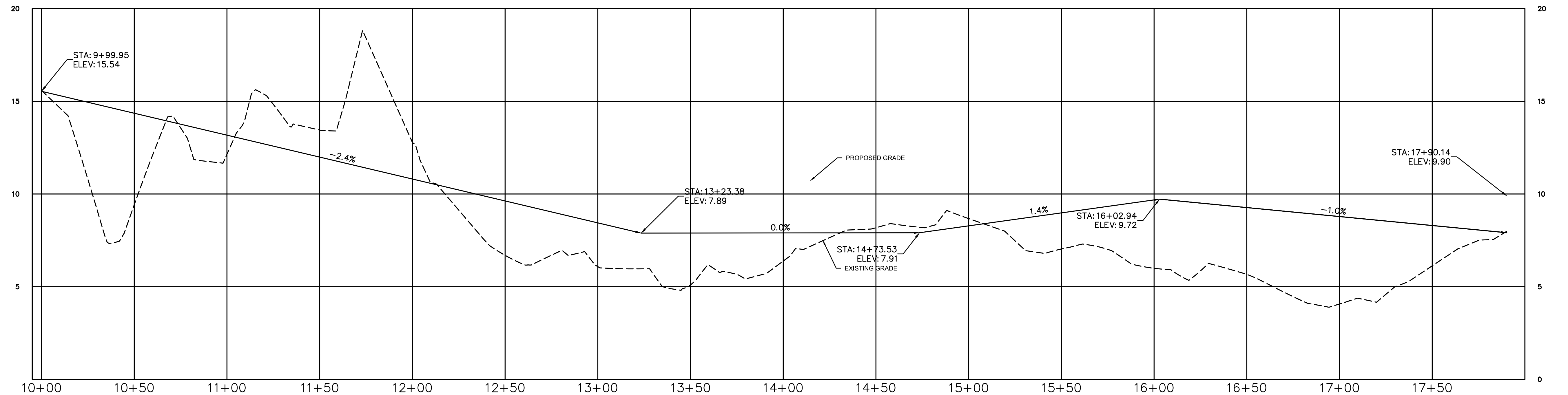
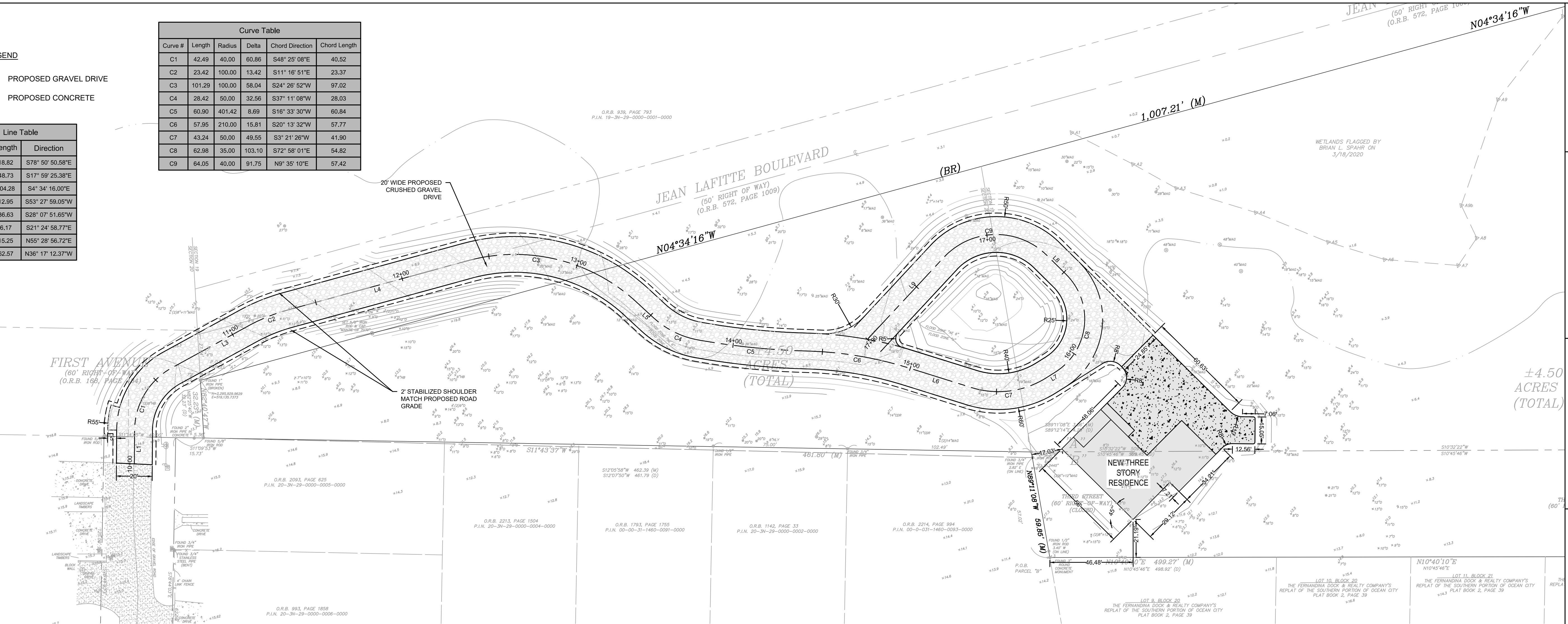
SHEET:

 PROPOSED GRAVEL DRIVE

 PROPOSED CONCRETE

Line Table		
Line #	Length	Direction
L1	18.82	S78° 50' 50.58"E
L3	48.73	S17° 59' 25.38"E
L4	104.28	S3° 34' 16.00"E
L5	12.95	S53° 27' 59.05"W
L6	36.63	S28° 07' 51.65"W
L7	6.17	S21° 24' 58.77"E
L8	15.25	N55° 28' 56.72"E
L9	62.57	N36° 17' 12.37"W

Curve Table					
Curve #	Length	Radius	Delta	Chord Direction	Chord Length
C1	42.49	40.00	60.86	S48° 25' 08"E	40.52
C2	23.42	100.00	13.14	S11° 16' 51"E	23.37
C3	101.29	100.00	58.04	S24° 26' 52"W	97.02
C4	28.42	50.00	32.56	S37° 11' 08"W	28.03
C5	60.90	401.42	8.69	S16° 33' 30"W	60.84
C6	57.95	210.00	15.81	S20° 13' 32"W	57.77
C7	43.24	50.00	49.55	S3° 21' 26"E	41.90
C8	62.98	35.00	103.10	S72° 58' 01"E	54.82
C9	64.05	40.00	91.75	N9° 35' 10"E	57.42

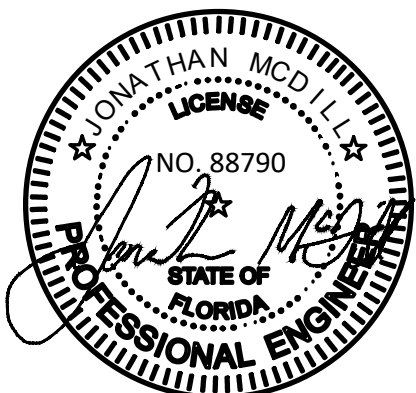


0' 30' 60'

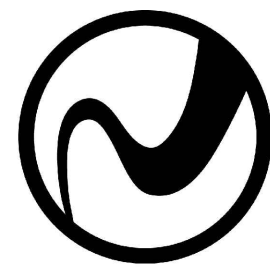
SCALE:
1" = 30'



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STAKING PLAN

TOWLES RESIDENCE DRIVE
FERNANDINA BEACH, FL 32034

PREPARED FOR:
JENNIFER AND ADAM TOWLES

DATE: 2020-07-06

PROJECT NUMBER: 19801

DRAWN BY: TL

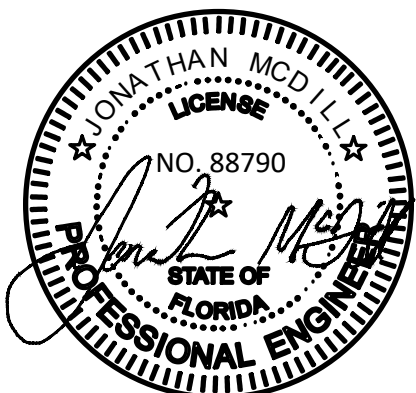
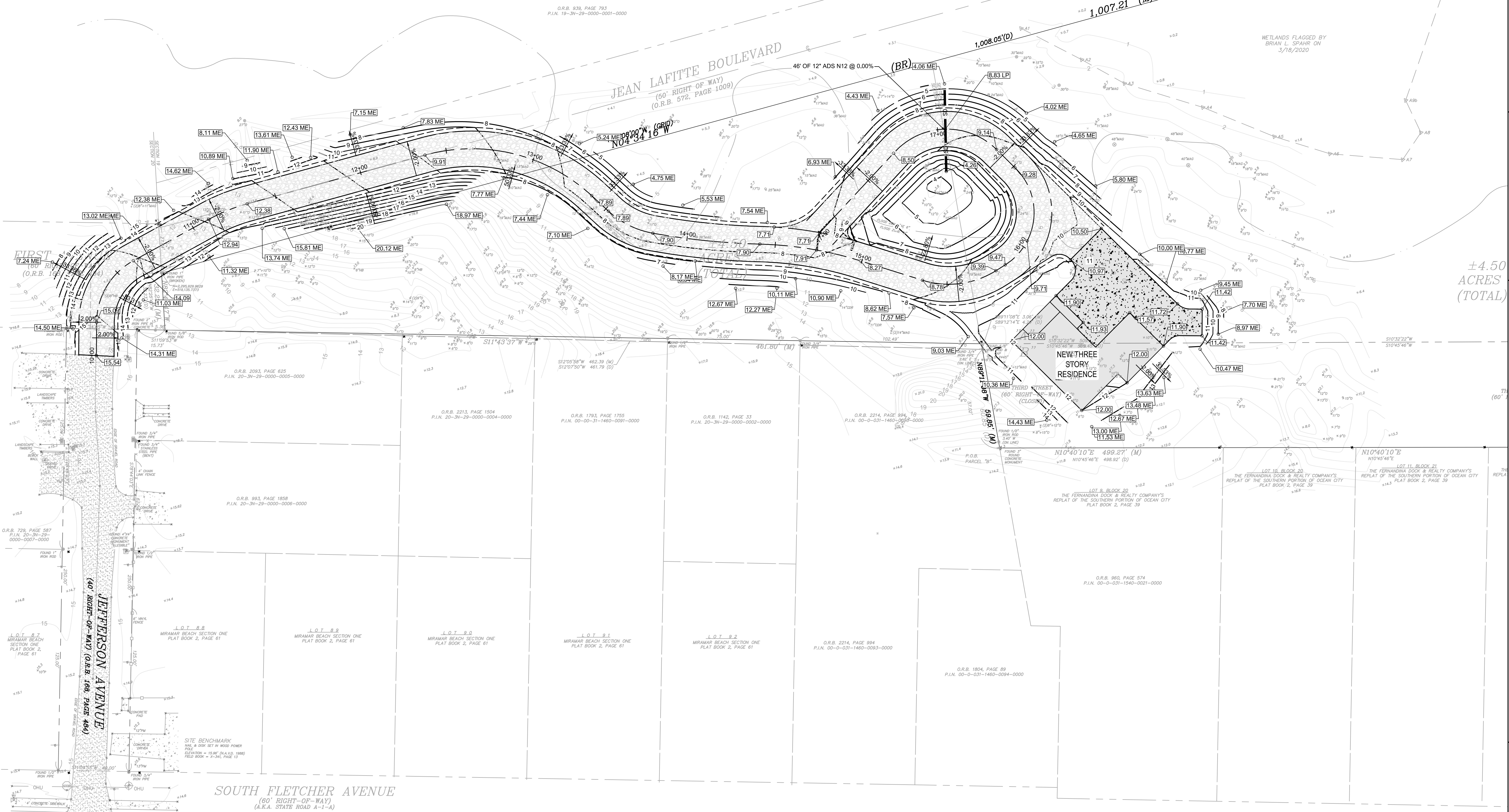
CHECKED BY: JM

SCALE: 1":30' (FOR 24"X36" PLOT)

4

SHEET:

- LEGEND
- 2.0% PROPOSED DRAINAGE DIRECTION
9.00 PROPOSED SPOT ELEVATION
SD PROPOSED STORM PIPE
10 PROPOSED CONTOUR
PROPOSED GRAVEL DRIVE
PROPOSED CONCRETE
CHU EXISTING UNDER GROUND GAS
10 EXISTING CONTOUR
X EXISTING FENCE
8.1 EXISTING SPOT ELEVATION



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GRADING & DRAINAGE PLAN

TOWLES RESIDENCE DRIVE
FERNANDINA BEACH, FL 32034

PREPARED FOR:
JENNIFER AND ADAM TOWLES

DATE: 2020-07-06

PROJECT NUMBER: 19801

DRAWN BY: TL

CHECKED BY: JM

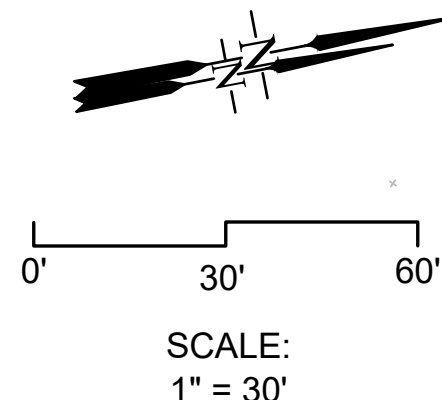
SCALE: 1"=30' (FOR 24"X36" PLT.)

5

SHEET:



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Planning

- Please provide a biological survey per LDC section 3.06.03.
- The Jean Lafitte right of way and the Towels property is located within the City's defined Coastal Upland Protection Zone (CUPZ). Development activities cannot adversely affect the natural topography per LDC 3.01.02. Grading and filling within this zone should be limited as much as possible.
- Tree removal within the right of way and on private property needs to be identified on the plans.
- Ordinance 2019-18 formally adopted right of way standards incorporated into the Land Development Code by reference. The proposed roadway design does not comply with the City's Roadway Construction Standards.

Stormwater

- The fill specified around station 10+50 will create an isolated low area and could create drainage issues. Provide a culvert to maintain drainage in this area.
- Areas of the driveway requiring fill need to be located outside of the AE6 flood zone where possible. The northern portion of the turnaround will not be permitted as shown based on the amount of fill shown in the floodplain. (Ordinance 2019-26, Sect 22-208 (1))
- Please demonstrate that drainage is accommodated per LDC section 7.03.03 (1)B. Existing topography should be utilized for stormwater retention where practical.
- Please note that permitting of the proposed home will require onsite stormwater retention in accordance with LDC Section 7.03.03 (1)B. The stormwater features for both the home and driveway can be combined.

Fire

- Address needed for PIN: 00-00-31-1540-0019-0020; Possible address: 2821 Jefferson Av.
- Access road: Dimensions and turn radius look good but please show auto turn on the drawings using the dimensions of a fire truck, to ensure the vehicle can navigate in and out (contact me for this information if needed); All vegetation must be cleared and maintained cleared, minimum 20' wide and 13.5' high, along entire road.
- Please refer to NFPA 1 Chapter 18 of the Florida Fire Prevention Code 6th edition, to determine the fire flow requirements for the building and needed fire hydrant location.
- What is the fire flow area of the building: The fire flow area shall be the total floor area of all floor levels of a building except as modified in 18.4.4.2.
 - 18.4.4.2 Type I (443), Type I (332), and Type II (222) Construction. The fire flow area of a building constructed of Type I (443), Type I (332), and Type II (222) construction shall be the area of the three largest successive floors.



- One- and Two-Family Dwellings Not Exceeding 5000 sqft, the minimum fire flow and flow duration requirements for one- and two-family dwellings having a fire flow area that does not exceed 5000 ft² shall be 1000 gpm for 1 hour.
- One- and Two-Family Dwellings Exceeding 5000 sqft, fire flow and flow duration for dwellings having a fire flow area in excess of 5000 ft² shall not be less than that specified in Table 18.4.5.2.1. This table references the type of construction used and total sqft to determine the minimum gpm and duration needed. Please contact me for assistance if needed.
- If minimum fire flow rate and duration cannot be met utilizing the one fire hydrant that needs to be installed at the end of Jefferson Ave, there are methods to allow for a reduction in fire flow requirements.
 - For example, but not all inclusive, if certain separation distances are met between the building to the lot line, may allow for a 25% or 40% fire flow reduction. Also, a reduction in required fire flow of 75% shall be permitted where the one- and two-family dwelling is provided with an approved automatic sprinkler system.