



**AGENDA
PLANNING ADVISORY BOARD
REGULAR MEETING
NOVEMBER 10, 2021
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 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 Regular Meeting of October 13, 2021.
- 4. BOARD BUSINESS**
 - 4.1 LDC Amendments - Review and Discussion of Draft Amendments (No Final Decision Making)
 - 4.2 Vision 2045 Update and Board Discussion
- 5. STAFF REPORT**
- 6. PUBLIC COMMENT**
- 7. ADJOURNMENT**

THE NEXT REGULAR PAB MEETING IS SCHEDULED FOR WEDNESDAY, DECEMBER 8, 2021.

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

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: Zoning Map Amendment < 10 Acres

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Kelly Gibson, Planning Director

Tammi E. Bach, City Attorney

Jacob Platt, Senior Planner

A handwritten signature in cursive script, reading "Sylvie McCann", is written over a horizontal line.

Date: October 14, 2021

Submitted By: Sylvie McCann, Administrative Coordinator



**AGENDA
PLANNING ADVISORY BOARD
REGULAR MEETING
OCTOBER 13, 2021**

1. CALL TO ORDER 5:00 P.M.

ROLL CALL / DETERMINATION OF QUORUM

Genece Minshew (Chair)	Mark Bennett
Victoria Robas	Peter Stevenson
John Boylan	Brandy Carvalho

MEMBERS ABSENT:

Barbara Gingher

OTHERS PRESENT:

Kelly Gibson, Planning & Conservation Director
Jacob Platt, Senior Planner
Tammi Bach, City Attorney
Sylvie McCann, Recording Secretary

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MEETING MINUTES

3.1 Approval of Minutes for the Special Workshop of August 25, 2021.

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

Vote upon passage of the motion was taken by voice vote and being all ayes, carried.

3.2 Approval of Minutes for the Regular Meeting of September 8, 2021.

Next to last page, 5.2 3rd to the bottom duplicated, remove one out.

ACTION TAKEN: A motion was made by Member Stevenson, seconded by Member Robas to approve the minutes as amended.

Vote upon passage of the motion was taken by voice vote and being all ayes, carried.

3.3 Approval of Minutes for the Special Workshop of September 22, 2021.

1st page Board business, sent to "Staff" not all members.

ACTION TAKEN: A motion was made by Member Gingher, seconded by Member Robas to approve the minutes as amended.

Vote upon passage of the motion was taken by voice vote and being all ayes, carried.

Chair Minshew stated that no letter was forwarded to the Commission regarding the request for direction addressing the recent appeal. City Attorney Bach clarified the position of the City Commission regarding that request. She mentioned that Staff has now modified its approach with potential applicants. Member Bennett commented that Staff should avoid mentioning how the City Commission would respond to applications.

Ms. Robas commented about Staff dealing with applications that hold conflicts between FLUM and Zoning. She also spoke of the issues with Multi-Use properties on 8th Street.

4. OLD BUSINESS

No Old Business.

5. NEW BUSINESS

5.1 PAB 2021-0008 - FLORIDA PUBLIC UTILITIES COMPANY,

Request for voluntary annexation, Future Land Use Map (FLUM) Amendment, and zoning map assignment for parcels: 00-00-31-1800-0186-0010; 00-00-31-1800-0308-0011, and 00-00-31-1800-0183-0000

Mr. Platt presented the case referring to all three subject properties and recommended approval. He spoke of the Florida Public Utilities original franchise agreement. He explained that this agreement required that an office be located within the City limit, that since that office closed a few years ago, and in order to continue to have a presence within the City, the annexation of these properties would meet the agreement's requirement.

Nathalie Jackson, 1251 S. 6th Street, asked if her property would be affected with this annexation. Chair Minshew answered that this would not affect

Felica Foster, Lot 1, 1300 S. 10th Street and Beverly F. Lot 14, asked if anything would change regarding the subject property. Mr. Platt explained that all that would change will be the boundary including these properties within the city boundaries.

Member Stevenson asked Staff to confirm that this would executing this section of the agreement.

ACTION TAKEN: A motion was made by Member Robas, seconded by Member Stevenson, to recommend approval of PAB case number 2021-0008 to the City Commission requesting that a voluntary annexation, assignment of the Public & Institutional (PI) Future Land Use Map category and Public & Institutional (PI-1) zoning map assignment as described be approved and that PAB case 2021-0008, as presented, is sufficiently compliant with the Comprehensive Plan and Land Development Code and applicable Florida Statutes to be approved at this time.

Vote upon passage of the motion was taken by voice vote and being all ayes, carried.

6. BOARD BUSINESS

6.1 Vision 2045 Progress Update

Ms. Gibson explained that the document provided by WGI to the City 3 weeks ago was deemed insufficient to meet the City's needs, did not reflect the direction that Staff felt the documents should be headed towards, and would not be creating a document that would help move the City forward over the next 24 years. She then stated that after meeting with WGI and the City Manager, a decision was made to go back to the drawing board so it can be reframed and reformatted into a more concise and clearer document. She added that additional meetings with WGI would take place before this document would

be reformatted. She mentioned that she hopes to receive some documents to be able to put on the agenda to be discussed at the next Special Meeting of October 27, 2021.

6.2 Discuss Land Development Code Text Amendments (continued from prior workshop)

Mr. Platt said that text amendment changes will be presented at the next meeting of October 27, 2021 at 3:00 p.m.

Members discussed the recent demolition of the structure at 302 Centre Street and what new construction is planned.

Chair Minshew asked for an overview of any upcoming activities for the next 3 months as far as cases and discussions. Mr. Platt noted that Staff will continue to work on LDC corrections. As for application, Mr. Platt said he doesn't have many in the work except one possible application for LDC Text Amendment regarding rentals of accessory dwellings within Old Town area.

Ms. Bach spoke of some legislative bills to be presented, preemption Bill 280, and the request of a business impact statement for all ordinances.

Chair Minshew asked about the status of the two comprehensive plan amendments sent to Tallahassee.

Member Stevenson mentioned that there is chatter about expansion of the CRA. Ms. Bach said that the CRA Board is set to meet next Tuesday October 19, 2021, at 5:00 p.m. She also gave an update regarding Brett's Waterway Restaurant including the appeal, the analysis of the structure, and results of that analysis and plan on presented this analysis at the next Board of Adjustment meeting of October 20, 2021.

Member Robas asked about the slated additional tentative meetings in November and December. Mr. Platt noted he would look at the calendar and provide some alternate dates to lock down.

7. **STAFF REPORT**

8. **PUBLIC COMMENT**

9. **ADJOURNMENT 5:53 P.M.**

Sylvie McCann, Recording Secretary

Genece Minshew, Chair

DRAFT LAND DEVELOPMENT CODE AMENDMENTS
FALL 2021
Minor Changes Proposed by City Staff

Chapter 5 Fences and Walls

5.01.05 Fences and Walls

- A. The maximum height of fences and walls **shall must** be as set forth in Table 5.01.10(A), except where otherwise provided in this LDC.

Table 5.01.10(A). Maximum Height of Fences and Walls

Measurement: The height measurement of fences and walls is taken from 2" above the natural topography to the top of the fence panel, picket, or wall. Support posts or columns cannot exceed 6" above the top of the fence panel, picket or wall.

Zoning District	Location	Maximum Height
RE, R1-G R-1, RLM, R-2, R-3, OT-1, OT-2, MU-1	Front yard, measured from the required front yard setback line to the front property line	4 feet
RE, R1-G R-1, RLM, R-2, R-3, OT-1, OT-2, MU-1	Side yard, measured from the required front yard setback line to the required rear yard setback line	6 feet
	Rear yard, measured from the required rear yard setback line to the rear property line	6 feet
C-1, C-2, C-3, MU-8, PI-1 & W-1	All locations	8 feet
I-1, I-A, I-W, REC & CON	All locations	12 feet

- B. Where walls or fences are proposed to be located on a common property line, the written consent of adjacent property owners **shall must** be required.
- C. Property lines **shall must** be established by a survey prepared by a surveyor licensed in Florida not more than two (2) years prior to the date of the application for a permit to install or construct a fence.
- D. Horizontal and vertical support posts **shall must** be placed facing the inside of the fenced area, except where the fence is designed such that both sides are finished with alternating vertical fence support.
- E. Electrified fences are prohibited.
- F. The use of barbed wire, razor wire, or the like for fencing is permissible only in the I-1, I-A, and PI-1 zoning districts.
- G. Permissible barbed wire or razor wire **shall must** be six (6) feet or more above the ground level. The barbed or razor wire **shall must** be turned, pointed, or directed inward toward the property enclosed by the fence.

Staff Report: Purpose of change is to clarify fence height measurement and update the table to include MU-8 zoning district.

DRAFT LAND DEVELOPMENT CODE AMENDMENTS
FALL 2021
Minor Changes Proposed by City Staff

5.01.06 Dumpsters

- A. Dumpsters **shall must** be screened with a solid masonry wall, **vinyl** or wooden fence. The fence **shall must** be a minimum of six (6) feet and a maximum of eight (8) feet in height.
- B. Double-staggered shrubs shall be installed around the perimeter, except for the gate, of the wall or fence to form a continuous hedge. Plant materials shall meet the requirements set forth in Section 4.05.03.
- C. A gate **shall must** be provided for access.
- D. Where possible, dumpsters **shall must** be sited to not be visible from the public right-of-way.
- E. Dumpsters **shall must** be located on a paved surface of sufficient size to accommodate the dumpster.
- F. The dumpster location **shall must** be easily accessible for pick-up.
- G. Dumpsters **shall must** be located to the rear or side of the principal building. A location in the front of the principal building **shall must** be permissible only where side and rear yard locations cannot provide adequate access for pick-up.
- H. Dumpsters **shall must** not be located within any required buffer area, required landscaped area, required parking lot landscaping, or stormwater management area.

Staff Report: Purpose of change is to allow for vinyl as a permissible material for dumpster enclosure.

**DRAFT LAND DEVELOPMENT CODE AMENDMENTS
FALL 2021**

Minor Changes Proposed by City Staff

Chapter 5: Front Yard Setbacks for Accessory Structures

Section 5.01.03 All Accessory Structures

- A. There **shall must** be a permitted principal structure in full compliance with all development standards and requirements of this LDC prior to issuance of a permit for an accessory structure. This provision **shall must** not be construed to prohibit the establishment of an accessory structure simultaneously with the establishment of a permitted principal structure.
- B. Permissible accessory uses by zoning district are identified in Table 2.03.03.
- C. There **shall must** be no more than one (1) detached accessory dwelling unit and not more than a total of two (2) other detached accessory buildings on a lot.
- D. An accessory structure **shall must** not be located within or partially within any public right-of-way.
- E. Accessory structures **shall must** be shown on any site plan with full supporting documents as required by this LDC.
- F. Accessory structures **shall must** be included in all calculations of impervious surface and stormwater runoff requirements.
- G. Accessory structures **shall must** not be located in any required buffer, landscape area, or stormwater management area.
- H. A detached accessory building in a residential zoning district **shall must** be set back from the **front lot line a minimum of 25 feet, from the** side lot line a minimum of three (3) feet **and from the rear lot line a minimum of three (3) feet,** except within the C-3 zoning district whereby the building standards set forth in Section 4.02.03(E) shall apply.
- I. ~~A detached accessory building shall not be closer than three (3) feet to the rear lot line except within the C-3 zoning district whereby the building standards set forth in Section 4.02.03(E) shall apply.~~
- J. A detached accessory building **shall must** not exceed twenty-five (25) feet in height or exceed a maximum building footprint of 625ft².
- K. Connection of an accessory structure to a principal structure may be permissible if the connection is non-conditioned, unenclosed, and meets all principal structure setback requirements. A half wall, knee wall, or railings may be permitted as part of the connection.

Staff Report: Establishes a written standard for front yard setback on accessory structures and consolidates subsections into a single statement.

**DRAFT LAND DEVELOPMENT CODE AMENDMENTS
FALL 2021**

Minor Changes Proposed by City Staff

Chapter 2: Section 2.03.02 – Cemeteries in Recreation Zoning

Table 2.03.02. Table of Land Uses

_ – Prohibited (Empty) P – Permissible S – Permissible Subject to Supplemental Standards	ZONING DISTRICTS																			
	R-E	R1-G	R-1	RLM	R-2	R-3	OT-1	OT-2	MU-1	MU-8	C-1	C-2	C-3	I-1	I-2	I-A	I-W	W-1	PI-1	CON
PRINCIPAL LAND USES:																				
Cemeteries	S	S	S	S	S	S	S	S	S										P	P

Staff Report: Makes Cemeteries a permissible principal use within the REC zoning district to eliminate non-conforming use of Bosque Bello cemetery.

DRAFT LAND DEVELOPMENT CODE AMENDMENTS

FALL 2021

Minor Changes Proposed by City Staff

CHAPTER 6: SUPPLEMENTAL STANDARDS: 8th Street fronting storage of vehicles

6.02.04 Auto Sales, New or Used

- A. An Automobile agency is a permissible use in the MU-8 zoning category as subject to the following supplemental standards.
 - 1. Automobile agencies must be located within a totally enclosed building.
 - 2. Exterior lighting may be used only to illuminate a building and its grounds for safety purposes. Lighting is not to be used as a form of advertising.
 - 3. **Except fronting S. 8th Street,** no car **shall will** be displayed or stored outdoors.
 - 4. No automobile preparation, mechanical or automobile body or other support services are offered onsite.

Staff Report: Allows exterior display for Auto Sales fronting S. 8th Street within MU-8 zoning district.

**DRAFT LAND DEVELOPMENT CODE AMENDMENTS
FALL 2021**

Minor Changes Proposed by City Staff

CHAPTER 4: BUFFERS (Port Policy 30-feet)

Table 4.05.12. (C). Buffer Requirements between Zoning Districts.

Zoning District of Proposed Development	ADJACENT ZONING DISTRICT																
	R-E	R1-G	R-1	R-2	R-3	OT-1	OT-2	MU-1	C-1	C-2	C-3	I-1	IA	I-W	W-1	PI-1	CON
R-E	No Buffer Required																
R1-G	No Buffer Required																
R-1	No Buffer Required																
RLM	No Buffer Required																
R-2	No Buffer Required																
R-3	A	A	A	A	N	N	N	A	N	N	N	B	B	B	B	N	N
OT-1	N	N	N	N	N	N	N	A	N	N	N	B	B	B	B	N	N
OT-2	N	N	N	N	N	N	N	A	N	N	N	B	B	B	B	N	N
MU-1	B	B	B	B	A	A	N	N	N	A	A	B	B	C	C	A	N
C-1	C	C	C	C	B	B	B	A	N	N	N	B	B	B	B	N	N
C-2	C	C	C	C	B	B	B	B	N	N	N	B	B	B	B	N	N
C-3	C	C	C	C	B	B	B	B	N	N	N	A	A	A	A	N	N
I-1 Downtown	N	N	N	A	N	N	N	A	N	A	A	N	N	N	N	N	N
I-A Airport	D	D	D	D	D	D	D	D	D	D	D	D	N	D	D	D	N
I-1 Mills	D	D	D	D	D	D	D	D	D	D	D	N	N	N	N	N	N
I-W	D	D	D	D	D	D	D	D	D	C	C	N	N	N	N	C	N
W-1	See Specific Standards in Section 8.01.02																
PI-1	C	C	C	C	B	B	B	A	N	N	N	B	B	B	B	N	N
CON	No Buffer Required																
REC	No Buffer Required																

N = No buffer required

- D. Properties abutting the Amelia Island Parkway are required to maintain a 15-foot landscaped buffer. The area between preserved and planted trees can be supplemented with native or naturalized shrubs to provide screening adjacent to any parking areas.
- E. As subject to Comprehensive plan policy 5P.03.02, the Ocean Highway and Port Authority is required to maintain a 30-foot landscaped buffer between port property and the adjoining Downtown Historic District properties.
- F. E. Buffer plantings are required to create vertical layers of plant material in repeating patterns. The examples provided describe vertical layering of plants in the landscape through staggered heights, with low plants in the front interconnecting plant massing layers with taller plants in the back.

Staff Report: Serves to implement a long-standing Comprehensive Plan policy.

DRAFT LAND DEVELOPMENT CODE AMENDMENTS

FALL 2021

Minor Changes Proposed by City Staff

Chapter 8 – CRA Parking Requirements (8.01.02 (D)(4)) – Reference additions for consistency of existing policies

8.01.02 (D)(4)

D. Properties located within the CRA abutting the Amelia River Waterfront are subject to the following standards:

1. All new construction that is a water dependent, water enhanced, or water related use is exempt from Section 3.01.03(J) and Section 3.03.03(B) 1.
2. Building height shall be measured from the Base Flood Elevation (BFE) to the top of the roof, rather than from the finished grade, as established in 4.02.03(C). The maximum height of all structures shall not exceed thirty (30) feet in height above the BFE. Permissible roof forms shall be in compliance with the adopted CRA Design Guidelines.
3. Properties that have obtained the Waterfront Mixed Use Future Land Use designation are eligible for land uses in addition to those permitted in the Waterfront Industrial zoning and are specified in Tables 2.03.02 and 2.03.03. Floor area ratio shall not exceed 0.75. The floor area ratio ~~shall will~~ be calculated based on the developable land area and shall include portions of the site which remain submerged. Residential units are permitted if the property has a FLUM category of WMU and the units are located above a non-residential use. Stand-alone residential units are prohibited.
4. Residential uses must provide ~~two spaces per dwelling unit on-site~~ **as subject to LDC Section 7.01.04 footnote 2**, and are not eligible for the fee in lieu of providing parking.

AND

7.01.04(A) Footnote2:

- ² **Consistent with LDC policy 8.01.02(D)(4)**, Dwellings units within the CRA must provide two (2) spaces per dwelling unit on-site but are permitted the following exceptions: all units 1,000 sq. ft or under are only required to provide one (1) space per dwelling unit on-site and all units 1,001-1,250 sq. ft are only required to provide one and one-half (1.5) spaces per dwelling unit on-site. Non-residential uses shall provide for parking per LDC section 4.03.03.

Staff Report: Clarifies parking requirement for smaller dwelling units provided within the CRA as consistent with the rest of the City.

**DRAFT LAND DEVELOPMENT CODE AMENDMENTS
FALL 2021**

Minor Changes Proposed by City Staff

Chapters 1 and 11 – Board of Adjustment Changes

1.03.05 Construction or Demolition of Structures on Combined Lots

- A. In order to maintain open space, visual corridors, neighborhood character, property values and visual attractiveness of residential areas, wherever there may exist a single-family residence, a two-family building or any auxiliary building or structure, including but not limited to, swimming pools, or any other improvement which was heretofore constructed on property containing one or more platted lots or portions thereof (excluding walls or fences), such lots ~~shall thereafter constitute one building site and shall must be considered the “lot of record”, and no permit shall will be issued for the construction of more than one residence or two-family building on the site.~~ All construction on the building site must comply with all existing zoning and density requirements.
- B. The demolition or removal of any residence or structure, whether voluntary or involuntary, ~~shall does~~ not have the effect of changing the establishment of the building site.
- C. Any ~~A~~ change from the foregoing provisions for the purpose of establishing building sites, or separation of building sites ~~shall requires supermajority approval by the Board of Adjustment in accordance with the variance approval process contained in Section 10.02.00 in a quasi-judicial hearing at~~ which all interested persons ~~shall will~~ be afforded an opportunity to be heard.

AND

1.07.00 ACRONYMS AND DEFINITIONS

Variance means a grant of relief authorized by the Board of Adjustment or Historic District Council, ~~by an affirmative vote of four(4) members of the HDC or the Board of Adjustment,~~ that relaxes specific provisions of this LDC relating to land use and that will not be contrary to the public interest, when such provisions, if enforced, would result in undue hardship.

AND

11.07.00 APPEALS OF ADMINISTRATIVE ACTIONS

11.07.01 Applicability

- G. A person adversely affected by ~~any the administrative decisions listed below in subsection (B) may appeal such decision~~ to the BOA. Statements, proposed findings, evaluations, and conclusions contained in a compliance report or other report issued by the City Manager for consideration by a board or commission, or the City Commission shall not be construed as an administrative decision and ~~shall will~~ not be subject to appeal.
- H. ~~Only the following administrative~~ decisions are subject to appeal as set forth herein:
 - 1. Tree permits;
 - 2. Temporary use permits;
 - 3. Lot line adjustments;
 - 4. Minor amendments to local development orders;
 - 5. Administrative waivers;
 - 6. ~~Context Sensitive Development Review~~;
 - 7. Determination regarding change of use; and
 - 8. Written interpretations regarding use or zoning district boundaries when such interpretations are not contained within a compliance report.
 - 9. Determination of Sufficiency and Completeness as required by LDC Section 11.03.01 (B).

STAFF REPORT: Following recent court rulings, the above LDC text amendments are required to provide clarification of the City's process for Board of Adjustment review.

**DRAFT LAND DEVELOPMENT CODE AMENDMENTS
FALL 2021**

Minor Changes Proposed by City Staff

CHAPTER 11: NOTICE REQUIREMENTS (Increased public awareness)

11.02.00 NOTICE REQUIREMENTS

11.02.01 Generally

A. Notices shall will comply with the requirements set forth in the *Florida Statutes* and City established policies, as may be amended from time to time.

B. Notice shall will be required for the following board-reviewed applications:

Table 11.02.01(B) Board Review Application Required Notice

Application Type	Reviewing Entity	Posted Sign	Posted Agenda	Mailed	Published
<u>Administrative Waiver for Tree Protection Setback Adjustment</u>	<u>City Manager</u>	x			
<u>Context Sensitive Review for Setback Determination</u>	<u>City Manager</u>	x			
<u>Lot Line Adjustment / Minor Subdivision</u>	<u>City Manager</u>	x			
Certificate of Appropriateness (COA)	Historic District Council	x	x	x	
Variances	Board of Adjustment or Historic District Council	x	x	x	
Appeals of Administrative Decisions	Board of Adjustment	x	x		
Comprehensive Plan Text Amendments	Planning Advisory Board		x		x
Land Development Code Text Amendments	Planning Advisory Board		x		x
Annexation	Planning Advisory Board	x	x	x	x
Future Land Use Map Amendment (FLUM) Small Scale (less than 10 acres) or Large Scale (greater than 10 acres)	Planning Advisory Board	x	x	x	x
Zoning Map Change or Planned Unit Development (PUD) Request	Planning Advisory Board	x	x	x	x
Preliminary or Final Plat	Planning Advisory Board	x	x	x	
Vacation of Right-of-Way (ROW)	Planning Advisory Board	x	x	x	x

DRAFT LAND DEVELOPMENT CODE AMENDMENTS

FALL 2021

Minor Changes Proposed by City Staff

11.02.03. Mailed Notice Requirements

- A. Mailed notice of a required public hearing shall will be prepared by the City for board reviewed applications.
- B. All mailed notices shall will be sent at least 10 days in advance of a scheduled meeting date by regular mail to all owners of real property located within 300500 feet of the exterior lot lines of a property which is subject to the application.
- C. The mailed notice shall will contain the following information:
 - i. The name of the applicant;
 - ii. The location of property for which approval is sought;
 - iii. The nature of the approval sought by the applicant; and
 - iv. The date, time, and place of any and all applicable public hearing on the application.
- D. The names and addresses of such property owners shall will be determined by reference to the latest ad valorem tax records for Nassau County, Florida.

STAFF REPORT: Staff often hears from parties that are just outside of the 300- foot notice boundary and happen to drive by a noticed location but feel aggrieved that they have not received written notice. The proposed change is a direct response to this noticed trend and, in an effort, to provide greater notice. The 500- foot requested change exceeds typical standards found in Florida, but serves to support enhanced public transparency of processes impacting City residents.

DRAFT LAND DEVELOPMENT CODE AMENDMENTS
FALL 2021
Incorporate City Tree Committee Recommendations

Chapter 1 Changes (Definitions)

Protected tree means any existing, healthy tree having a five (5) inch DBH, or greater and not identified on the most recent Florida Exotic Pest Plant Council Invasive Plant list (Category I or II) and any tree that was planted **or preserved in compliance with an approved development order or to mitigate removal of a protected tree.**

Tree Committee Recommendation: reinforce that newly installed trees are “protected.”

Staff: The existing language already protects newly installed trees. No change needed.

Chapter 4 – Impervious Surface Ratio

Table 4.02.01(J). Design Standards for Lots

Tree Committee Recommendation: Reduce Impervious Surface Ratio to 45% for all residential development. Applies to zoning districts R-1, R-2, RLM, R-3, and MU-1 and MU-8 where exclusively residential is developed. Encourages greater tree preservation, increases open space, minimizes impervious surfaces.

Staff: Defer action and leave as written for now with the recommendation to consider Comprehensive Plan Amendment and LDC Changes at the time of adoption of new code.

DRAFT LAND DEVELOPMENT CODE AMENDMENTS
FALL 2021
Incorporate City Tree Committee Recommendations

Chapter 4 – Re-establishing the City’s Tree Fund

Adding New Section 4.05.16

4.05.16 Tree Fund

In support of the City’s commitment to tree protection, the continued health of its mature canopy, and to grow the urban forest, the City Manager must establish within the operating budget of the City a special account that includes all funds derived from donations, Tree Removal penalties or fines, and all fees collected from the issuance of tree removal permits into the special fund. The special account may also include funds derived from violations of landscape requirements. Funds in the special account shall only be spent for the following activities:

- Heritage Tree nomination, inspection, and protection measures;
- Relocation of protected trees;
- Monitoring and special treatment (such as cabling or root injections) of protected trees within City Rights-of-way and public lands;
- Up to 1/3 of the salary of a City Employee serving as the Urban Forester/ City Arborist;
- The salary of a seasonal intern;
- Purchase of replacement trees and supplies including irrigation to support newly installed trees within the City;
- Education and outreach materials about trees; and
- Staff and volunteer training activities.

The special fund will not be used to defer costs of routine maintenance activities (such as pruning or pesticide application) supporting City trees beyond two (2) years following their initial installation.

Former Language as established in 2001, never readopted in 2006 Code Update:

Sec. 110-221. Tree protection fund.

The city manager shall establish within the operating budget of the city a special account that shall include all funds derived from donations, penalties and fines established pursuant to this article. In addition, 50 percent of all fees collected from the issuance of permits and otherwise under this article shall be deposited into the fund. The special account may also include funds derived from violations of landscaping requirements in chapter 115, landscaping, of this Code. Funds in the special account shall be spent only for tree protection, tree preservation, purchase and replacement of trees in the city as approved by the city commission. In addition, the city commission may appropriate annually an amount not to exceed \$5,000.00 to be used to finance education about trees.

(Ord. No. 2001-18, §§ 1, 2, 12-4-01; Ord. No. 2003-31, § 2, 11-4-03; Ord. No. 2005-4, § 6, 5-3-05)

DRAFT LAND DEVELOPMENT CODE AMENDMENTS
FALL 2021
Incorporate City Tree Committee Recommendations

Chapter 4 Changes (Landscape and Tree Protection)

4.05.03 (E) Landscape Maintenance Requirements

E. Maintenance requirements

1. All plantings shall be continually maintained in an attractive and healthy condition. Maintenance shall include, but not be limited to, watering, tilling, fertilizing and spraying, mowing, weeding, removal of litter and dead plant material, and necessary pruning and trimming.
2. Required plants that become diseased or die shall be replaced not later than three (3) months following the loss of the plant.
3. Replacement trees shall be maintained and warranted to survive for a period of ~~one (1)~~ **three (3)** years from installation. Trees which do not survive ~~one (1)~~ **three (3)** years must be replaced with new trees of the same size. Replacement trees shall comply with the same maintenance and replacement warranty as the original replacement tree(s) and the warranty period will restart at the date of planting.

11.05.03 Installation and Maintenance Guarantees for Landscaping, Irrigation, and Replacement Trees

A maintenance guarantee shall be provided to ensure that required landscaping, and irrigation system, or protected trees are perpetually maintained in accordance with the provisions of this LDC. For all development projects, the applicant shall provide legal documents, approved by the City, which insure such protection after building construction has occurred on the site. Such documents may include, but are not limited to, conservation easements, dedication of common open space, tree protection easements, deed restrictions, and homeowner association documents. The City shall require an assessment provided by a certified arborist at the end of the warranty period before remitting funds or releasing the obligation documents.

Tree Committee Recommendation: Encourages healthy tree maintenance, allows for longer tree establishment period. Provide for an enforcement mechanism to ensure mitigation and landscape trees are compliant with code at the end of their warranty period.
Staff: Incorporated changes to address committee recommendation, as presented.

DRAFT LAND DEVELOPMENT CODE AMENDMENTS

FALL 2021

Incorporate City Tree Committee Recommendations

4.05.04 MINIMUM REQUIREMENTS FOR RESIDENTIAL DEVELOPMENT

It is the intent of this section to provide minimum landscaping requirements for residential development. Existing plant materials, other than invasive species, may be counted toward meeting the landscaping requirements set forth in this section.

A. Single-family and Two-family Residential Development

Single-family and two-family development shall include, at a minimum, ~~one (1)~~ two (2) ~~shade~~ native trees for every 2,500 square feet of lot area or fraction thereof. At least ~~two (2)~~ four (4) ~~native~~ trees shall be located in the front, ~~side~~ or rear yard. Relocation of existing healthy trees on the project site measuring at least 2.5" DBH and at least 8 feet tall may be relocated on the site and utilized as a credit to satisfy minimum landscape requirements. Tree identification and placement shall be shown on a site plan but shall not be required to meet the requirements of 4.05.04(A) above.

B. Multi-family Residential Development

Multi-family residential development sites shall meet the following standards, in addition to the requirements set forth in Section 4.05.04(A) above:

1. There shall be not less than ~~one (1)~~ two (2) ~~shade~~ native trees for each 1,500 square feet, or fraction thereof, of development site. Relocation of existing healthy trees on the project site measuring at least 2.5" DBH and at least 8 feet tall may be relocated on the site and utilized as a credit to satisfy minimum landscape requirements. There shall be a planting area not less than ten (10) feet in width between the building walls and parking areas. Landscape materials shall be provided as follows:
 - a. One (1) tree for every 200 square feet of planting area or fraction thereof;
 - b. At least fifty (50) percent of the trees shall be shade trees; and
 - c. A continuous hedge shall be placed along the building walls.
2. There shall be a planting area not less than ten (10) feet in width between an abutting right-of-way and parking areas. Landscape materials shall meet the following standards:
 - a. One (1) tree shall be provided for every 250 square feet of planting area or fraction thereof;
 - b. At least seventy-five (75) percent of the trees shall be shade trees;
 - c. A continuous hedge or a berm with native plantings, at least three (3) feet in height, shall be provided; and
 - d. The entire site, outside of the planting areas immediately surrounding the trees and shrubs, shall contain grass or ground cover.

Tree Committee Recommendation: Diversify native tree species and double the total number of trees required per lot. Allows for planting of a combination of shade and understory trees. Supports preservation of established trees and the existing maturing canopy on the same project site.

Staff: Incorporated changes to address committee recommendation, as presented.

DRAFT LAND DEVELOPMENT CODE AMENDMENTS
FALL 2021
Incorporate City Tree Committee Recommendations

4.05.10. RETENTION AND DETENTION PONDS

Stormwater retention/detention ponds shall be naturally shaped (without geometric straight sides) and shall meet the following minimum requirements:

- A. All wet detention ponds shall incorporate a combination of aquatic and non-aquatic native plants to completely surround the perimeter to filter runoff of fertilizers, herbicides, and pesticides.
- B. Wet detention ponds shall incorporate, at a minimum, a littoral zone or a littoral zone alternative Per Chapter 40C-42, Florida Administrative Code.
- C. At a minimum, one water-tolerant native tree per 50 linear feet of pond frontage is required. Trees may be grouped to create clusters to meet minimum requirements. A five (5) foot natural mulch barrier is required around each tree or cluster of trees.

Tree Committee Recommendation: Softens the landscape surrounding stormwater ponds to allow for better absorption of stormwater, filter runoff, additional wildlife habitats.

Staff: Added subsection C to address committee recommendation, as presented.

**DRAFT LAND DEVELOPMENT CODE AMENDMENTS
FALL 2021**

Incorporate City Tree Committee Recommendations

10.03.00 ADMINISTRATIVE WAIVERS

10.03.01 Authority and Limitations

The City Manager is authorized to reduce specific site design and development standards of this LDC where the intent of the LDC can be achieved and equal performance obtained by granting a waiver. The authority to grant a waiver shall be limited to the following:

- A. A reduction in the parking requirement, provided the following standards are met:
 - 1. The reduction is necessary in order to implement tree protection standards of this LDC;
 - 2. The reduction is limited to either one (1) space or two (2) percent of the parking requirement, whichever is more; and
 - 3. The reduction does not limit the availability or location of required handicapped parking.
- B. A reduction in a dimensional standard, other than a setback as set forth in Section (A) above, provided that all of the following conditions are met:
 - 1. A property owner inadvertently fails to comply with the dimensional requirements and such failure is identified after the start of construction;
 - 2. The difference between the required dimensional standard set forth in this LDC and the actual measurement is not more than three (3) inches; and
 - 3. Failure to comply with the required dimensional standard shall not result in an adverse health, safety, or welfare impact.
- C. A reduction in the minimum front, side, or rear yard setbacks for a single residential lot for the exclusive purpose of protecting mature, healthy shade trees on a property provided the following standards are met:
 - 1. The reduction is necessary to protect a healthy native tree shade tree measuring at least 25 inches DBH; and
 - 2. The reduction does not result a structure placed less than five (5) feet from the front, side, or rear property lines; and
 - 3. The protected tree will not require pruning cuts any greater than 20% as recommended by ISA best management practices during construction or within 2 years following construction activities; and
 - 3. Where the applicant has provided a certified arborist statement attesting to the health of the tree and its worthiness for deviation from typical setback standards, a detailed protection schematic to secure and inspect the tree during construction activities, consideration of designation as heritage tree to extend protection requirements, and recommendations for post development inspections and treatments; and
 - 4. A recorded agreement between the property owner and the City which binds future owners to tree replacement requirements should the preserved tree fail in the future.

Tree Committee Recommendation: Allow for deviation from standard setback requirements, when such a deviation would preserve a protected tree. Removes the need for a Variance. Homeowners are more likely to pursue this less expensive and less time-consuming process. It will also promote environmentally friendly designs.

Staff: Added subsection C to address committee recommendation and to address previously identified concerns of the PAB.

LDC Amendments for Mobile Food Dispensing Vehicle “Food Trucks”

CHAPTER 1: Definitions

Section 1.00.07

Mobile Food Dispensing Vehicles means any vehicle that is a public food service establishment and that is self-propelled or otherwise movable from place to place and includes self-contained utilities, including but not limited to, gas, water, electricity, or liquid waste disposal.

Mobile Food Dispensing Pad means an area designated within a food truck park that is designed for food truck use with provision for applicable utilities, including water, sewer, electricity, gas, grease interceptors, and solid waste.

Mobile Food Dispensing Park means a parcel(s) of land containing three or more food truck pads where food trucks serve as the principal use of the parcel(s). This definition does not include any parcel(s) where food trucks or vending carts serve as a secondary or accessory use.

CHAPTER 2

Table 2.03.02. Table of Land Uses

ZONING DISTRICTS																				
_ – Prohibited (Empty) P – Permissible S – Permissible Subject to Supplemental Standards																				
	R-E	R1-G	R-1	RLM	R-2	R-3	OT-1	OT-2	MU-1	MU-8	C-1	C-2	C-3	I-1	I-2	I-A	I-W	W-1	PI-1	CON
PRINCIPAL LAND USES:																				
Mobile Food Dispensing “Food Truck” Park								S	S	S	S	S	S	S	S	S	S	S		

CHAPTER 6: Supplemental Standards

Section 6.02.15

Mobile Food Vending “Food Truck” Parks

- A. Mobile Food Vending “Food Truck” Parks are permissible, outside of the Downtown Historic District in zoning districts MU-1, MU-8, C-1, C-2, C-3, I-1, I-A, I-W, I-2, OT-2 and W-1 as subject to the following supplemental standards.
 1. Food trucks must be connected to the electric utility service and may only operate with a generator in the case of an emergency.

LDC Amendments for Mobile Food Dispensing Vehicle “Food Trucks”

2. Food trucks must be connected to City water and sewer service with the appropriately sized grease interceptor.
3. Restroom facilities must be provided on site or within 600 walking feet. Where shared restroom facilities are utilized, the City must be a party identified in the agreement requiring a signature from the City Manager, and the agreement must be in a form acceptable to the City Attorney recoded with the Nassau County Clerk of Courts.
4. Minimum off-street parking requirements are 2 spaces per food truck pad.
5. Accessory activity areas must clearly designate all areas that will be used as accessory activity areas. The operation of such areas must comply with all applicable regulations, such as noise regulations.

Goal 1: Conservation & Management of Natural Resources

Key Priority	Where this Priority came from	Supporting Outreach	Existing	Future		
			What the City is doing now (2021)	Maintain	Update	New Program
Conserve natural resources	PAB SWOT T– Changing environmental conditions is a threat	General Survey: “Loss of natural features” #1 threat General Survey: Most important characteristic in new development is “preserve existing vegetation” Key Stakeholder Interview (KSI): Tree loss identified by numerous council members and stakeholders as an issue Wildlife identified by stakeholders as a major characteristic of living in FB Workshop: Conservation #1 choice for CIP exercise General Survey: “Buy land for conservation” #1 public investment people want to see	Created City Tree Committee (CTC)	Continue to utilize CTC as a working group to guide tree preservation	Additional requirements for biological surveys	Strengthen relationship and partner with Nassau County to address conservation measures island wide
			Considering CTC recommendations for Land Development Code (LDC) Amendments	Incorporate CTC recommendations	Expand wetland buffer (in progress)	Incorporation of City Tree Committee (CTC) Report Recommendations including: 5% canopy increase in the next 15 years (2036); - Creation of an interdepartmental Tree Unit; - Designate areas for tree staging and storage of materials for installation; - Adoption of 6 LDC code revisions identified in the CTC report; - Identify areas for potential planting areas in parks, rights-of-way, retention pond, the golf course, and local schools; and - Establish a long-term tree maintenance and replacement plan for Bosque Bello Cemetery.
			Heritage Tree Program	Maintain wildlife corridor protections	Expand Upland Coastal Protection Zone	
			Tree replacement requirements	Wetland fill ban	Tree Management Plan with data from CTC Report	
			Strong Tree Ordinance with mitigation requirements and strict penalties	Continue development and implementation of Habitat Beach Conservation Plan	Decrease maximum impervious surface ratio outside of the Central Business District and 8 th Street small area	
			Hired an Urban Forester/Arborist in 2018	Natives for Invasives Replacement Program	Allow for administrative review of design standard deviations when certain trees can be preserved	
			Tree Management Plan 2019-2024	Tree Ordinance	Consider Growth Award for Tree City USA	
			Tree City USA designation	Tree City USA designation	Evaluate and apply for additional Tree Designations to reinforce City commitment to its urban forestry program	
			City sponsored tree giveaways			
			Established wildlife corridors			
			Prohibits wetland fill in the Comp Plan and LDC			
			Established wetland buffers at 25 feet from wetland delineation			
			Established Conservation Land Trust Fund in 2018			
			Purchased 19 acres of conservation land since 2018			
			Redesignated properties to Conservation or Recreation totaling 127 acres in 2021			
			Created the Department of Planning and Conservation in 2018			
			Revising criteria for nomination of conservation lands for purchase			
			Dune management program			
			Developing a Habitat Beach Conservation Plan			
			Policy 5.08.06 in Comp Plan establishes wetland buffers and transition areas			
			Policy 5.14.6/7 encourage dedication to conservation easements but don’t identify an incentive			
			Policy 5.02.04 calls for continual evaluations of CUPZ and adjust if needed			
			Policy 5.07.06 City shall consider expanding CUPZ to include more of Egans Creek			
			LDC requires Florida Friendly and drought tolerant landscape plans for new development			
Preserve Natural Character	ADD WHERE THIS IS COMING FROM	ADD SUPPORT REFERENCES	Landscape buffer requirements in LDC	Continue 1.02.05		Expand landscape buffers/tree preservation minimum requirements for size and plantings along Amelia Island Pkwy, Simmons Rd, Will Hardee Rd, and S 14 th St south of Sadler to retain natural character
			Objective 1.02.05 of Comp Plan encourage screening standards	Maintain code requirements to protect view corridors along waterfront and between residential structures		Implement Objective 1.03.07 to protect scenic vistas
			Objective 1.03.07 of Comp Plan protects scenic vistas			Establish wildlife corridor networks that expand cross jurisdictional lines by working with Nassau County
						Partner with utility companies to underground utilities
						Disallow internally illuminated signage
						Prioritize and fund traffic control measures to reduce traffic lights along S. Fletcher Avenue
Storm Surge & Sea level rise and Flood Event resiliency	PAB SWOT-O: Involvement in regional groups PAB SWOT-T: Prone to natural disasters	General Survey: resiliency projects top 3 out of 17 choices for CIP funding Workshop: “Investments in resiliency” #1 choice for what the city needs more of Workshop: 67% believe “Resiliency” should be a top priority	Developing a Waterfront Resiliency Master Plan	Continue development and implementation of Waterfront Master Plan	Coordinate with Nassau County to update the Post Disaster Redevelopment Plan	Establish Adaption Action Areas, as appropriate
			Policy 5.04.10 recognizes sea level rise as a threat to the City	Address flooding threats to properties along Alligator Creek and Egans Creek	Merge documents to create a broad Resiliency Master Plan driven by the City’s Stormwater Master Plan, the 2015	Prioritize infrastructure projects to mitigate risks within established Adaptation Action Areas
			Policy 5.03.05 Call for a Post Disaster redevelopment plan that limits development in areas prone to storm surge			Work with FDOT to address flood impacts on Atlantic Avenue at Egans Creek and along South Fletcher Avenue
			Continue to partner with Nassau County for Community Rating System (CRS) Events and outreach opportunities			Consider policies to remove development potential within the 100-year floodplain

Goal 1: Conservation & Management of Natural Resources

			Active participation in Local Mitigation Strategy (LMS) review of projects and priorities City leadership and staffing presence at activated Emergency Operations Center	Continue to request Amelia River Channel relocation and secure funding to reconfigure marina to reduce maintenance dredging needs	Vulnerability Assessment, Shoreline Resiliency planning for the Amelia River Waterfront, and data provided by the Nassau County 2020 Vulnerability Assessment	and/or strengthen building requirements for new and redeveloping properties within the 100 year floodplain Improve Community Rating System ranking from 6 to 3. Establish a designated staff member or team to serve in a Chief Resiliency Officer capacity – Consider joint entity/ partnership with Nassau County for consistency in messaging, policy, and processes Become active leaders with state and regional organizations which support resiliency projects and funding Complete a Vulnerability Assessment and Sea Leve Rise/Climate Change audit for public facilities Develop a Hazard Mitigation Plan to become eligible for Building Resilient Infrastructure and Communities (BRIC) funding Incentivize City Staff to gain Incident Command System (ICS) qualifications to serve at activated EOC and assist in post-disaster recovery needs
Stormwater management	Flooding identified by multiple council members and stakeholders as a threat. Serval roads identified as flood prone in stormwater master plan	General Survey: “stormwater projects” top three public investment public wants to see	Stormwater sewer system City has prioritized stormwater management projects 2016 Stormwater Master Plan Impervious surface ratios in LDC Neighborhood Guide to Stormwater Systems available via website Policy 4.03.09 calls for implementation of LID and best practices for stormwater management Coordinate with Nassau County officials to address cross jurisdictional stormwater issues	Implement recommendations in Stormwater Master Plan		Create context specific (i.e. Commercial, Neighborhood, Infill Lot, etc.) Low Impact Development Manual with practices and strategies to address onsite stormwater management Create tree planting strategy around stormwater management facilities Work with Nassau County Engineering Department to support joint stormwater related efforts
Remove Septic Tanks	Septic tanks identified by Council, PAB, and numerous stakeholders as a threat	Workshop: Septic tank removal top 3 supported resiliency program	Water and Sewer access extend beyond City-limits Policy 5.07.07 calls for elimination of septic tanks Public Facilities Element of Comp Plan calls for policies to eliminate septic tanks in the City	Approve requests to connect to city services to avoid future environmental concerns Allow for extended repayment plans for service connection and impact fees	Finalize Interlocal Agreement with Nassau County for Annexation	Work with the Nassau County Department of Health to identify existing septic systems and determine age of systems – maintain updated listing for GIS Establish Goal to Eliminate Septic Tanks in the City by 2045 - Develop Septic Tank Removal program Create incentive program to connect to City services Support measures to remove barriers to access/ connect to the City’s services

Goal 2: Preservation of Character

Key Priority	Where this Priority came from	Supporting Outreach	Existing	Future		
			What the City is doing now (2021)	Maintain	Update	New Program
Preserve Historic Character & Small Town Feel	PAB SWOT-S: Historic District	Outreach comment about how social networks are key to maintaining small-town feel	Architectural & Design Standards for Historic District and Old Town	Tax incentives for historic properties	Rework standards into a hybrid form-based code format	Adopt hybrid form-based code
	PAB SWOT-O: Leverage historic character to attract tourists and businesses		Identified contributing structures in historic districts	Continue 1.01.03	Update Element 11.10.02 from develop cemetery master plan to implement	Create special area plans specific to neighborhoods to address individual concerns and priorities
	PAB SWOT-S: Small-town feel		Several buildings registered on the NRHP	Continue 11.08		Identify architectural contributing buildings outside of historic districts and expand tax incentives eligibility to those properties (Sec. 74-151 and 74-152 through 74-167)
	PAB SWOT-O: Welcome new residents		Tax incentives for historic properties in historic districts (Sec. 74-151 and 74-152 through 74-167)	Implement Bosque Bello Master Plan	Update 8 th Street Mixed Use Small Area Overlay to consider requirements for mixed use structures	Develop architectural standards for community facilities to establish consistency in design for new structures
	PAB SWOT-S: Small businesses Outreach comments about how new residents do not assimilate and socialize with old residents creating a social divide		1.02.12 and 1.02.13 of Comp Plan protect historic district and require overlay requirements to protect character	Continue pursuing NRHP designation		Consider building height reduction for single family, duplex, and townhome residential structures
	Outreach comment about how social networks are key to maintaining small-town feel		Building code standards for non-historic district parcels	Support of events and festivals that focus on local cultures and traditions	Gateway signage at City entry points	Direct architectural standards oversight to the Technical Review Committee to maintain control of residential development design standards
	Survey: “small-town feel” number 1 reason for moving/staying in the City		1.02.06 of Comp Plan encourages character and density of new development be consistent with surrounding neighborhood	Preserve and enhance walkable downtown core	Support measures to improve safety and walkability along 8 th Street, 14 th Street, Sadler Road, and S. Fletcher	Revise Planned Unit Development (PUD) standards to reduce minimum land area to qualify as a PUD
	Survey: “Change in character” number one reason to consider moving away		Objectives 1.01.03 and 11.08 of Comp plan encourages reuse	Encouraging a mix of small businesses owned by locals		Revise PUD standards to strengthen architectural guidance for residential design
			City published “Properties of Concern” list	Regulations that allow murals (not as signage) for public art		Revise PUD Standards to incentivize creation of workforce housing forms that are consistent with surrounding development patterns (i.e. duplex, tri-plex, quad-plex units).
			Developed Bosque Bello Cemetery Master Plan	Support for the City’s current Community Redevelopment Area (CRA) and increase focus on activities as revenue is generated within the CRA fund to improve infrastructure and streetscape needs		Request that Nassau County adopt the ad valorem tax incentive for historic properties
			Pursuing for NRHP for Bosque Bello Cemetery			Utilize context sensitive roadway design to increase tree canopy and increase walkability
			Encourage temporary and permanent public art installations	Resort Rental Dwelling regulations and restrictions		Partner with Nassau County to consider road diet strategies on primary arterials increase vegetative buffers and enhance bicycling and sidewalk safety
			Outreach on upcoming events and City activities through various platforms	Proactive Code Enforcement strategies		Partner with Nassau County to create an island-wide strategic plan to direct consistent growth and development
				Recycle and Hazardous Waste Collection Events		Develop island-wide sign ordinance
				Support non-profit organizations serving the community		Support island-wide beach access and signage program
						Create commercial corridor redevelopment strategies – 14 th Street, Sadler Road, S. Fletcher, and Main Beach
						Support and engage with the City’s increasing Hispanic population through pastoral outreach and community advocates
						Ensure that governmental documents are translated for Spanish speaking residents
						Establish community clean-up/ amnesty days for removal of junk and debris
						Encourage and promote City staff to serve in leadership positions in local non-profit organizations to support service-oriented culture
						Expand public notice requirements from 300 feet to 500 feet
Embrace and support the historic African American Community	PAB SWOT-S: Historically Black Churches	Survey: 87% believe the City could do better honoring it’s Black community and history	Participate in Community Events and gatherings	Peck Center History Display (grant funded)		Work with partner groups to create a living history exhibit
	PAB SWOT-S: Racial diversity	Survey: 74% believe southside public face are lower quality than the rest of the City	Recognition through naming buildings and facilities	Restoration of Peck Center (grant funded)		Story telling collect audio from long-time residents to showcase at events or as part of an audio/video tour
		Survey: 74% believe southside public face are lower quality than the rest of the City	Maintain and foster an open line of communication with pastoral community of historically black churches			Support youth programs and mentorship programs
		Juneteenth Outreach: comments on City should support Juneteenth and celebrate the black community’s history more.	Annual proclamations recognizing important and locally significant events			Provide outreach and direct information about available services
						Support the African American churches in preserving structures and gain local and national recognition
						Work with established organizations to create a resource bank of local design professionals and engineers who may be willing to provide services at low or no cost for property owners at risk of code enforcement violations or demolition by neglect

Goal 3: Livability

Key Priority	Where this came from.	Supporting Outreach	Existing	Future		
			What the City is doing now (2021)	Maintain	Update	New Program
Balance needs of tourists and residents	PAB SWOT-S: Citizen/Tourist Balance	Survey: “Over-tourism” second biggest threat to Fernandina Beach	Bed Tax for Amelia Island is at 5%	5% bed tax	Enforce 3-hour parking to increase turnover of spaces downtown	Work with Nassau County to add a “1% High-Tourism Impact Tax” on top of the bed tax and earmark funds to reinvest in City Infrastructure that Tourists use such as downtown streetscape, beach access, beach sanitation, emergency-rescue services, shuttle services, multi-use trail creation, and dune protection measures
	PAB SWOT-T: Tourist overwhelming beaches	Survey: 59% support a paid parking program that exempts residents	Short term vacation rental regulations	Advertising and promotion of promote multi-use trail and bike lanes/ sidewalks network as an alternative mode of transportation		Work with Nassau County on streetscape, landscape, and recreation projects with existing the Bed Tax revenues
	PAB SWOT-T: Transportation network gets overwhelmed by tourists		Objective 11.03.15 of Comp plan encourages historic and cultural tourism			Establish parking management structure or Paid Parking Program that exempts residents
	PAB SWOT-W: Lack of Parking Downtown		Objective 12.4 of Comp Plan promotes year-round tourism that balances needs of citizens and tourists			Explore options for providing a public transit park and ride system to reduce vehicle trips on local roads
	PAB SWOT-T: Downtown parking capacity		City has conducted parking studies that show there is no parking deficit right now but that could change with further growth – Consider re-evaluating every 5 years.			Support businesses which serve to provide transportation services to area tourists and residents
			SR 200/A1A Corridor Master Plan being conducted by the County			
Affordable housing	PAB SWOT-W: Lack of affordable housing and public housing	Survey: Affordability” #3 reason for leaving City	Public housing within City-limits	Allowance of ADUs	Consider housing bonuses like the St Johns County program	Implement a hybrid form-based code that allows for a diversity of housing choices
	PAB SWOT-T Lack of affordable housing forces people off island, increasing traffic	Survey: Housing affordability number 3 threat to FB	Affordable housing bonus			Establish architectural standards for the create of duplex, tri-plex, and quadplex housing forms
	Many Commissioners identified Gentrification as a major threat	Affordable housing was a top concern among most stakeholder groups and the public	Accessory Dwelling Units (ADUs) allowed everywhere except for Old Town			Revise Planned Unit Development (PUD) regulations to support the creation of affordable housing units
			City waives impact fees for affordable housing projects			Create a Workforce Housing Action Plan
			Housing Authority advises Commission on affordable housing			
			Objective 3.03 of Comp plan supports increased inventory of affordable housing options			
			- Policy 3.01.02 encourages City to promote mixture of housing types			
- Policy 3.03.01 says City needs to routinely examine the LDC to ensure it doesn’t create barriers to affordable housing						
				Consider tiered criteria for access to public housing to support upward mobility and increase the turnover of units		
				Work with existing non-profit organizations to create support programs for navigating taxes and obtaining public services		
				Increase the maximum dollar value for impact fee withholding for local non-profit organizations building affordable housing (Current maximum at \$25,000)		
				Consider program for private property owners (non-homesteaded) to qualify for impact fee withholding allowances		
Aging in place	Key Stakeholder Interview with Council on Aging (COA)	Stakeholder-Lack of affordable senior housing on island, Pepper Tree Village has a year-long waitlist	Para Transit Program through Council on Aging	Senior programs via Parks and Rec Dept	Grow Para Transit opportunities for Seniors	CAPABLE Program to help senior age in place
			Senior Meet & Greet, senior trips, and fitness classes at Atlantic and MLK Center via Parks and Rec Dept	Funding support for COA	Consider permit fee waiver for residential homeowner improvements that support aging in place such as ramps, bathroom remodels, or lifts	Design and fund solutions to reduce heat island effect to encourage use of available transit programs (i.e. shade tree plantings along rights-of-way, extended planting areas, use of cool paving options)
			Policy 3.3.5 of Comp plan states City will adopt LDC regs that allow seniors to age in place			Complete a City ADA audit for city roadways and facilities
						Prioritize funding for projects that improve access and mobility within City facilities and open spaces beyond minimum ADA standards
Maintain socio-economic diversity	PAB SWOT-S: Socio-economic diversity	Key Stakeholder Interviews with Mills, Chamber of Commerce, City and County Officials	Goal 12: Economic Development Element which supports a diversified economy	Height variances for Mills	Streamline permitting process for new businesses locating in the City – update guides, processes and key contacts	Support local students with internship programs in City governmental operations
	PAB SWOT-O: Keep Port relevant and attractive		Good working relationship with the Mills	Allowing operation of Port	Make City website more user friendly and easy to navigate for new businesses (in process)	Consider incentive programs for qualified target businesses seeking to locate in Fernandina Beach
	PAB SWOT-S: Working waterfront		Working with industrial and commercial entities to ensure new developments or investments do not hamper the working waterfront	Ensuring new development is compatible with the working waterfront		Expand customer service protocols to support attract new businesses opening in the city
						Goal 12, Objectives 2.11 and 5.05.14 in Comp Plan

Goal 3: Livability

			Working waterfront policies and definitions within current Comp Plan and Land Development Code Objective 2.11 of the Comp Plan ensures protection of working waterfront Objective 5.05.14 of Comp Plan ensures riverfront development be compatible with the working waterfront	Support for development of the City's airport according to the most recent master plan Support for high school program to recruit new pilots Open lines of communication with local industries		all City departments to reduce siloed mentality Consider reducing costs for sign permits Consider waiving Local Business Tax Receipt fee for new businesses in their first year of establishing in the City (\$52.50/ business) Partner with the NCEDB to focus on recruitment for aeronautical uses at the City's Airport
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Goal 4: Resilient Infrastructure, Public Building, & Utilities

Key Priority	Where this came from	Supporting Outreach	Existing	Future		
			What we are doing now	Maintain	Update	New Program
Future-Ready Infrastructure	PAB SWOT-S: Infrastructure Commissioners identified investments in infrastructure should be a priority PAB SWOT-T: Prone to natural disasters	Survey: Most popular choice in CIP exercise Underground Utilities a top three desire for streetscape projects along Atlantic, South 8th, and Fletcher. Public desire to stormproof electric grid Multiple stakeholders identified lack of broadband an issue 60% of new businesses in the county last year were home based. Chamber of Commerce mentioned BRIC program popular because they have reliable broadband	Policy 1.01.04 of Comp Plan says City shall encourage use and production of renewable energy Policy 3.06.02 of Comp plan says City will encourage use of renewable energy in residential structures. City approved the Cogen Plant at Rayonier Switching City streetlights to LEDs Policy 11.06.05 encourage burial of utilities in the historic areas AT&T currently supplies broadband on Amelia Island. Policy 12.06.04 of Comp Plan say City will investigate availability of broadband service via existing providers, wireless networks, or municipally owned facilities to support expansion	Full adoption of LED streetlights	Update building standards to be compatible with Electric Vehicles and renewable energy production	Create task force to help streamline EV charging process Establish priority location listing for vehicle charging stations Partnership with local utilities to install public EV charging stations Create a plan for the adoption of an electric fleet by 2045 Implement surcharge on Island to bury overhead utility lines Create a “Dig Once” policy to minimize cost of new cable installation. Consider needs of autonomous vehicles on street network Determine desired locations to encourage solar farm development NEED FURTHER RESEARCH – LOOK AT GULF COAST EXAMPLES
Future-Ready Public Buildings and Facilities	Commissioners identified investments in public facilities should be a priority Multiple commissioners mentioned support for the new Fire Station	Comp Plan stresses City Hall should remain downtown	Conducted a financial analysis on costs of new facility vs renovating existing building		Use a cost/ benefit analysis to determine if renovation or new construction is more economically feasible for public structures	Construct new Fire Station at Airport and renovate existing Station 2 into Fire & Ocean Safety HQ Renovate MLK and Atlantic Rec Centers Incorporate solar power generation and high energy efficiency standards for new build public facilities to reduce operational cost. Renovate or build a new City Hall Consider community partners for programming and management of recreational centers Establish implementation measures and evaluation metrics for Objective 1.01 Energy Efficient Development Implement green building standards for all City facilities (new and reconstruction) 1.01.07
Equitable access for all ages and abilities		Issue of ADA accessibility brought up at Juneteenth and the Planning Workshop	All City facilities are ADA compliant. Beach access at Main Beach is wheelchair accessible Atlantic Rec Center has 3 beach wheelchairs accessible to the public for no charge. Atlantic and MLK Center have pool lifts Policy 2.13.7 in comp plan calls for full ADA compliance in all parking lots	ADA compliance of all public facilities	Ensure public facilities are not just ADA compliant but allow true equitable access beyond minimum standards Provide wheelchair accessible gym equipment at Recreation Centers	Conduct ADA audit rec amenities, sidewalks, and public parking lots Engage with disabled citizens to identify other barriers that need to be eliminated. Use Universal Design standards for public projects Create incentive program through fee reductions or waivers on permits that improve ADA standards
Waterfront Park	Multiple Commissioners support building the southern half of the park within the next few years as “Phase I”	Public comments on how the City’s waterfront is not as nice as other city’s Public complaints on consistent delays in construction of waterfront park	Conceptual Design approved in 2009, revision approved in 2012 Conducted Cost Analysis Engineering drawings for Lot B unveiled in 2016 Approval for Engineering design of Front Street in 2019 Finalized Park footprint in 2019			Construct the southern half of the waterfront park (short-term) Construct northern half of the waterfront park (long-term)

Goal 5: Resilient transportation and multi-modal access

Key Priority	Where this came from.	Supporting Outreach	Existing	Future		
			What the City is doing now (2021)	Maintain	Update	New Program
Pedestrian and Bicycle safely General philosophy to arrive and get to where is needed without getting back in a car, if preferred.	PAB SWOT-W: Incomplete sidewalk network Multiple Commissioners mentioned they believe more people would use biking as a mode of transportation if it was safer	Workshop: Top way to reduce parking demand is make walking and biking easier. Objective 2.07 calls for narrowing drive lanes and traffic calming measures Policy 2.07.08 calls for working with FDOT to implement traffic calming on state roads Policy 2.07.14 calls for all new development to integrate into the sidewalk and bike network Objective 2.10 calls for robust sidewalk and bike infrastructure in the City	Fernandina has a system of bike lanes and multi-use paths. City is connected to the rest of the island via the Amelia Island Trail Amelia Island certified bronze-level “bicycle friendly” community	Bike friendly certification	Expand Bike and sidewalk network, fill in the gaps Increase funding for multi-use trails Seek increased status for Bicycle Friendly Community recognition	Conduct a Walk Audit and program improvements based on findings into the roadway improvement program Adopt Vision Zero Ordinance https://visionzeronetwork.org/ Initiate Safe Route to School Program Traffic Calming along Atlantic, Saddler, and Fletcher Consider bike and pedestrian connections for new development applications Build culture of bike tourism Create unique bike parking stalls at City facilities Encourage creative bike parking at new commercial development Expand bike and sidewalk networks by implementing policy Fill the gap campaign for sidewalks Adopt a context sensitive “complete streets” ordinance as consistent with policy 2.01.02 (h) and 2.07.10 Implement policy 2.07.08 for sidewalk improvements when resurfacing roads into roadway improvement program
Alternative mobility options End of Line for tourists: Ideal to enable tourists to arrive and leave by car, while here travel in alternative modes	PAB SWOT-T: Can’t widen roads, need to find another way to move people around PAB SWOT-T: Lack of transit options PAB SWOT-O: Tap into off-island economy PAB SWOT-O: Population growth off-island PAB SWOT-O: Economic growth in county PAB SWOT-T: Bridge Capacity City leadership mentioned connections to mainland might be a way to access employees and more affordable housing options	Survey: “Troller or circulator” was most desired public service in the future Survey: 59% would like to replace some car trips with another mode of transport Survey: Traffic second major reason for wanted to leave the City. Workshop: “multi-modal transit options” #2 desire thing in future FB Policy 2.1.1 in Comp Plan calls for a mobility study Policy 2.2.8 calls for a multi-modal network Policy 2.7.13 call for senior mobility options	Island Hopper circulator (service ending in 2021) Paratransit service for seniors operated via Council on Aging NassauTRANSIT runs express buses between major county towns and to JAX	Focus to expand multi- use trails throughout the City	Coordinate with CoA to expand paratransit services Look for system improvements that better connect workers with employment (i.e. sidewalk gaps, bike lane improvements, and	Conduct a mobility study to identify a strategy to increase mobility (paratransit, trolley, circulator, etc) Work with JTA and Nassau County to expand bus service to the island Create circular routes that increase accessibility for underserved population and seniors Work with resorts and local hotels to create worker shuttle program and tourist shuttle program Incentivize bikeshare programs Consider golf cart allowance by ordinance for City rights- of- way and work with State to make allowable or request improvements to allow Fully Implement Goal 2 – Multi-modal Transportation Element Consistent with existing policies contained in Comprehensive Plan Objective 2.02, Develop Roadway and multimodal system improvement program and incorporate into the Capital Improvements Plan (CIP)
Encourage walkable development in line with historic vision of Fernandina Beach	PAB SWOT-O: Promote quality/ compatible growth instead of growth at any cost	Workshop: Walkable development most popular choice for new development Workshop: Mixed use desired along Saddler and 14th Streets, Large-scale commercial least popular choice	Objective 1.05.04-05 of Comp Plan: Encourages redevelopment into walkable/mixed use areas Objective 1.06.03 of Comp Plan: Identify areas to become Neighborhood Planning Areas or issue heritage/conservation overlays Objective 1.06.07 and 1.08.04-06 of Comp Plan: Use overlays to transform suburban corridors into mixed use corridors.	Support Main Street Design Council for improving walkability	Create downtown and CRA streetscape guidebook	Adopt hybrid-form based code to support pedestrian scale and oriented development patterns typically found in a small-town urban setting Explore transit options and support shuttle services that connect hotels to the beach and downtown Fund downtown streetscape improvements Merge ADA principles for access with use of historically appropriate materials so that both access and design are prioritized Modify requirements for mixed use zoning designations to <u>require a mix of both residential and commercial uses</u> within a single structure or on the same lot. (Existing Comp Plan Policies 2.02.05, 2.03.02, 2.05.10)