



**AGENDA
TECHNICAL REVIEW COMMITTEE
REGULAR MEETING
NOVEMBER 18, 2021
10:00 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 the Minutes for the Regular Meeting of October 28, 2021.
- 5. DISCUSSION ITEMS**
 - 5.1 Change of Use: 1014 S. 7th St. - Tina Smith to discuss building two residential units and converting an art studio/retail space to an office. This property is zoned MU-8.
- 6. NEW BUSINESS**
- 7. OLD BUSINESS**
- 8. DEVELOPMENT INQUIRIES FROM APPLICANTS NOT ON THE AGENDA - DISCUSSION ONLY, NO ACTION TO BE TAKEN.**
- 9. COMMITTEE BUSINESS**
 - 9.1 Main Beach Planting Project
 - 9.2 Downtown Planting Activities
- 10. ADJOURNMENT**

NEXT REGULAR TRC MEETING IS SCHEDULED FOR

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 28, 2021**

1. CALL TO ORDER 9:00

2. ROLL CALL

MEMBERS PRESENT:

Jacob Platt, Planning	Don Kukla, Building
Sal Cumella, Historic Preservation	Michelle Forstrom, Code Enforcement
Andre Desilet, Stormwater/Utilities	Jason Higginbotham, Fire
David Neville, Urban Forester	

OTHERS PRESENT:

Taylor Hartmann, Recording Secretary

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

4.1 Approval of Minutes for the October 14, 2021 Regular Meeting.

ACTION TAKEN: A motion was made by Ms. Forstrom seconded by Mr. Kukla to approve the minutes as presented.

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

5. DISCUSSION ITEMS

5.1 Pre-application Discussion - Anthony DiBuono, 115 Centre Street, to discuss adding an outdoor seating area.

Mr. Platt introduced the case and invited the applicant to speak.

Benjamin Morrison, architect for the applicant, provided committee members with a brief history of the outdoor area of the Palace Saloon and an update on the proposed current and future plans which include compliant outdoor seating.

Ms. Forstrom inquired about whether any outdoor areas have been fenced or otherwise closed in.

Mr. Platt confirmed that a landscape buffer will be required on the north side of the property.

Ms. Forstrom asked about whether the existing gravel will need to be removed. Mr. Platt confirmed that the gravel should not extend into the landscape buffer. It will need to be removed when a formal plan is submitted, and permit is applied for.

5.2 Pre-application Discussion - Jose Miranda, 601 Centre Street - to discuss a two-phase project to include interior renovation and enclosing a portion of covered porch area.

Mr. Platt introduced the case and invited the applicant to speak.

Jose Miranda, architect for the applicant, provided members with an overview of the proposed 2 phase plan. Phase 1 will be all interior remodeling including adding a fire sprinkler system, removal of small offices, and relocating multiple partitions.

Mr. Desilet stated that the fellowship lobby area is considered an accessory use for the main hall seating area and confirmed that the occupancy load is not changing.

Mr. Miranda inquired about whether an electrical engineer would be required.

Members agreed that the applicant can move forward with permitting.

6. NEW BUSINESS

- 6.1 SPR 2021-0012: Wade Olszewski, CPH, Inc., agent for Property Management Support Trustee of Sadler Square Land Trust - 2112 Sadler Rd. - Demolition of existing building and associated utilities and construction of a 27,862 SF grocery store.

Mr. Platt introduced the case and invited the applicant to speak.

Wade Olszewski, agent for the applicant, stated that the proposed number of parking spaces is based on ITE Standards. Mr. Platt confirmed that a variance would be required for both the increased floor area ratio and increase in parking.

Ms. Forstrom indicated that this redevelopment would trigger the need to bring all signage and dumpster enclosures into compliance.

Mr. Platt addressed the need for more pedestrian connectivity, particularly within drive aisles. He also stated that there are a number of details that do not comply with the City's LDC so additional conversations should be had in an effort to address them.

- 6.2 SPR 2021-0013: Dan McCranie, McCranie & Associates, 3462 to 3426 1st Avenue - Three 2-unit townhomes and one 3-unit townhome.

Applicant was not present to discuss.

7. OLD BUSINESS

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

9. COMMITTEE BUSINESS

David Neville, City's Urban Forester, spoke about recent City planting events and the need for more efficient watering methods to allow for more large-scale tree plantings.

Members discussed working together to promote tree planting opportunities and achieving the City Tree Committee recommendations that the City Commission approved in August 2021.

9.1 City Tree Unit

9.1.1 Interdepartmental coordination of watering methods and schedules

9.1.2 Application of GIS technology

DRAFT

- 9.2 Planned Plantings
 - 9.2.1 Housing Authority
 - 9.2.2 Main Beach parking islands
 - 9.2.3 Downtown
- 9.3 Downtown Streetscape Design Guidelines
 - 9.3.1 Sidewalk options

Mr. Desilet spoke about citizens being concerned that people are camping/trespassing on the Pheasant Lane property that the City recently purchased for conservation.

10. ADJOURNMENT 10:29

Jacob Platt

	Beds N/A	Baths N/A	MLS List Price \$750,000	MLS List Date 07/13/2021
	Bldg Sq Ft 3,592	Lot Sq Ft 10,000	Yr Built 2003	Type STR BLDG

OWNER INFORMATION			
Owner Name	All Tuckered Out LLC	Tax Billing City & State	Fernandina Beach, FL
Owner Occupied	Yes	Tax Billing Zip	32034
Tax Billing Address	1014 S 7th St	Tax Billing Zip+4	4024

LOCATION INFORMATION			
School District Name	Nassau County SD	Zoning	C-2
Subdivision	City/Fernandina Bch	Market Area	01
Census Tract	502.02	Neighborhood Code	1010-1010
Carrier Route	C001	Township Range Sect	3N-28E-24

TAX INFORMATION			
Parcel ID	00-00-31-1800-0173-0050	Lot #	5
Tax District	2	% Improved	76%
Block #	173		
Legal Description	BLOCK 173 LOTS 5 6 7 & 8		

ASSESSMENT & TAX			
Assessment Year	2020	2019	2018
Assessed Value - Total	\$286,733	\$289,644	\$292,665
Assessed Value - Land	\$70,000	\$70,000	\$70,000
Assessed Value - Improved	\$216,733	\$219,644	\$222,665
YOY Assessed Change (\$)	-\$2,911	-\$3,021	
YOY Assessed Change (%)	-1.01%	-1.03%	
Market Value - Total	\$286,733	\$289,644	\$292,665
Market Value - Land	\$70,000	\$70,000	\$70,000
Market Value - Improved	\$216,733	\$219,644	\$222,665
Tax Year	Total Tax	Change (\$)	Change (%)
2018	\$5,948		
2019	\$5,968	\$20	0.33%
2020	\$5,593	-\$375	-6.28%

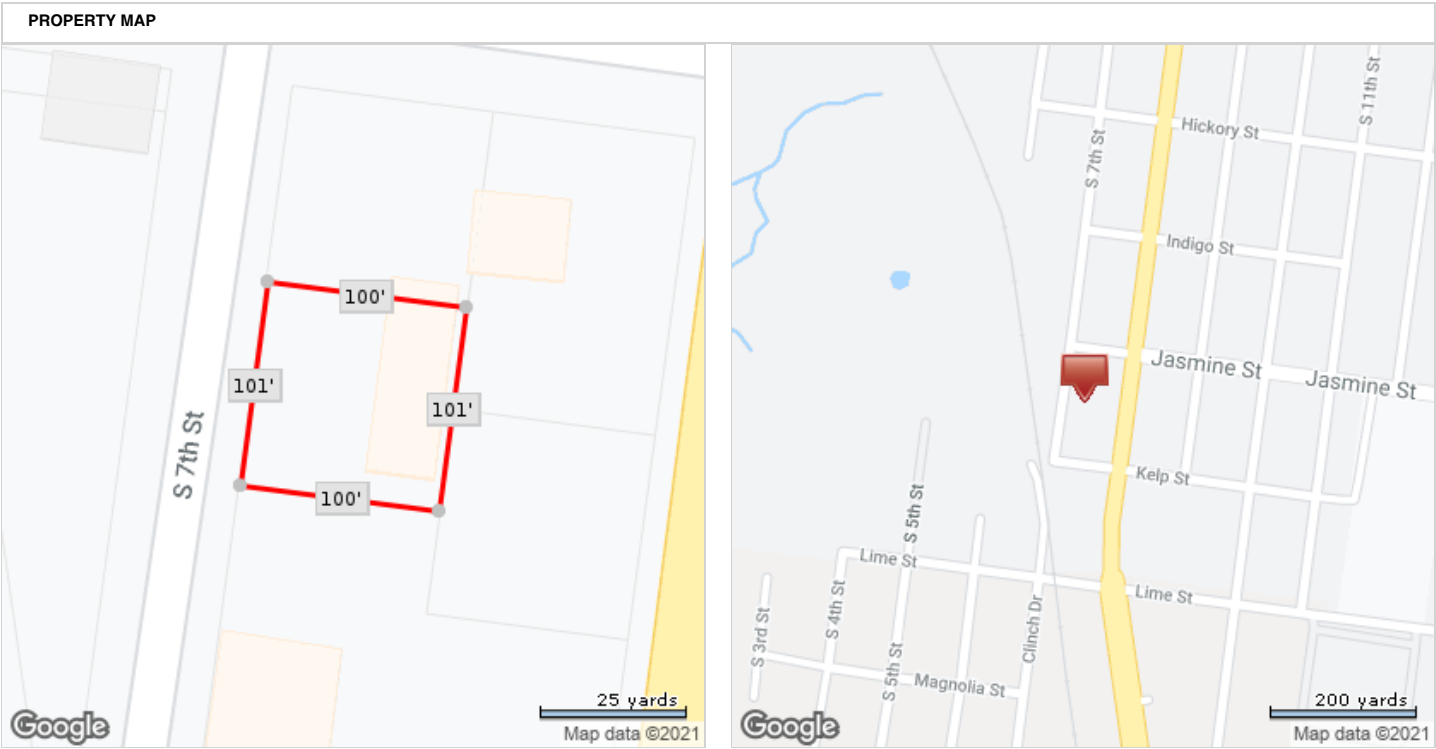
FEATURES					
Feature Type	Unit	Size/Qty	Width	Depth	Year Built
Conc Curb	S	171			2003
Conc Bump	U	8			2003
Concrete A	S	36	6	6	2003
Asphalt D	S	3,800			2003
Concrete A	S	40	10	4	2003

Feature Type	Value
Conc Curb	\$739
Conc Bump	\$73
Concrete A	\$87
Asphalt D	\$2,052
Concrete A	\$97

Building Description	Building Size
Base	2,158
Service Production Area	858
Canopy	576

SELL SCORE						
Value As Of		2021-11-07 23:07:32				
ESTIMATED VALUE						
Value As Of		11/01/2021				
LISTING INFORMATION						
MLS Listing Number		95819		MLS Orig. List Price		\$750,000
MLS Status		Under Contract		Pending Date		10/27/2021
MLS Area		AR 4 ISLAND		MLS Status Change Date		10/27/2021
MLS Listing Date		07/13/2021		MLS List. Agent Name		Jescha-Jenny Schaffer
MLS Current List Price		\$750,000		MLS List. Broker Name		SUMMER HOUSE REALTY
MLS Listing #	76344	81489	74807	73326	64699	
MLS Status	Expired	Expired	Expired	Sold	Expired	
MLS Listing Date	08/21/2018	08/20/2018	05/01/2017	12/08/2016	12/16/2014	
MLS Listing Price	\$2,950	\$389,000	\$15	\$389,000	\$399,000	
MLS Orig Listing Price	\$3,500	\$429,999	\$1,000	\$519,000	\$399,000	
MLS Close Date				05/13/2019		
MLS Listing Close Price				\$370,000	\$0	
MLS Listing Expiration Date	12/14/2019	12/14/2019	04/30/2018	12/14/2019	09/30/2015	
MLS Listing #		61935		60244		
MLS Status		Expired		Expired		
MLS Listing Date		01/27/2014		06/07/2013		
MLS Listing Price		\$349,000		\$349,900		
MLS Orig Listing Price		\$349,000		\$349,900		
MLS Close Date						
MLS Listing Close Price		\$0		\$0		
MLS Listing Expiration Date		07/31/2014		10/07/2013		
LAST MARKET SALE & SALES HISTORY						
Settle Date		05/13/2019		Seller		Ininns International Inc
Recording Date		05/14/2019		Multi/Split Sale		Multiple
Sale Price		\$370,000		Document Number		2274-165
Price Per Square Feet		\$103.01		Deed Type		Warranty Deed
Owner Name		All Tuckered Out LLC				
Sale/Settlement Date	05/13/2019	04/06/2006	09/06/2001	09/06/2001	12/16/1998	
Recording Date	05/14/2019	04/12/2006	04/12/2006	09/10/2001	12/23/1998	
Sale Price	\$370,000	\$500,000		\$29,000	\$18,000	
Nominal			Y			
Buyer Name	All Tuckered Out LLC	Ininns International Inc	Woods Kerry S	Woods Kerry S	Horne Daniel M & Rhonda E	
Seller Name	Ininns International Inc	Woods Kerry S	Voss Cindy	Voss Cindy	Edwards Oscar V	
Document Number	2274-165	1403-1639	1403-1637	1007-42	860-442	
Document Type	Warranty Deed	Warranty Deed	Rerecorded Deed	Warranty Deed	Warranty Deed	
Sale/Settlement Date			08/22/1995			
Recording Date			08/22/1995			
Sale Price			\$3,200			
Nominal						
Buyer Name			Edwards Oscar V			
Seller Name			State/Florida			
Document Number			737-297			
Document Type			Foreclosure Deed			
MORTGAGE HISTORY						
Mortgage Date	12/04/2019	05/14/2019	04/12/2006	09/10/2001	12/23/1998	
Mortgage Amount	\$425,000	\$405,000	\$335,000	\$114,000	\$18,000	
Mortgage Lender	First Port Cty Bk	Pineland Bk	First Bk/Jacksonville	Monticello Bk	First Coast Cmnty Bk	

Mortgage Code	Conventional	Conventional	Conventional	Conventional	Conventional
Mortgage Type	Refi	Resale	Resale	Resale	Resale



Print

**Technical Review Committee (TRC): Pre-Application Meeting Request -
Submission #8309**

Date Submitted: 11/9/2021

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

All applications and related documents for a Pre-Application Meeting must be submitted by 12:00 p.m. five (5) business days before the scheduled meeting. Required documents are as follow:



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*

1014 S. 7th St

City*

Fernandina Beach

State*

FL

Zip*

32034

Parcel ID #(s)*

00-00-31-1800-0173-0050

Lot

5, 6, 7, & 8

Block

173

Subdivision

Zoning District*

MU-8

Future Land Use Designation*

8th Street Mixed Use

Overlay District

None

Size of Property (acres)*

100x100 (.23 acres)

Present Property Use*

Stores, craft shop/ retail

Wetlands*

No

Flood Zone*

X, area of minimal flood

Coastal Construction Control Line (CCCL)*

No

CONTACT INFORMATION

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

First Name*

Tina

Last Name*

Smith

Company (if applicable)

Island Life Realty

Telephone Number*

704 589 1965

E-mail Address*

tina@sellingnassau.com

PROJECT INFORMATION

Project Name

7th Street

Project Type*

Commercial

Project Description*

Mixed use, office/residential

Describe your project in detail

Proposed Access Road*

7th St

Rd Maintenance Jurisdiction *

City Maintained

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*

Tina

Applicant Last Name*

Smith

Today's Date*

11/9/2021

Upload Supporting Documentation*

City Property Details.pdf

Upload 2

Choose File

No file selected

Upload 3

Choose File

No file selected

Upload 4

Choose File

No file selected

Upload 5

Choose File

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DEPARTMENT OF PLANNING & CONSERVATION

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

FINAL REPORT OF RECOMMENDATIONS FOR CITY CANOPY INCREASE



August 3, 2021

Prepared by:
The City Tree Committee (CTC) of Fernandina Beach

CTC Committee Members:

Lynda Bell, Keep Nassau Beautiful
Lisa Finkelstein, Fernandina Beach Main Street
John Hillman, The Range at Crane Island
David Jensen, WestRock, Urban Forestry
Margaret Kirkland, Amelia Tree Conservancy
Tammi Kosack, Resident
Matt Meskimen, MCG Homes

Daphne Forehand, Staff Liaison
Taylor Hartmann, Staff Liaison

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KEY FINDINGS

As the City of Fernandina Beach continues to grow and develop, long term planning and management is critical to preserve, enhance, and restore our urban forest.

As the City of Fernandina Beach continues to grow and develop, long-term planning and management is critical to preserve, enhance, and restore our urban forest. The findings of this report include:

- Review of 5% canopy coverage goal established by City Commission, with the conclusion that this goal is unattainable
- Utilized 2019 canopy coverage data to determine baseline values for future actions
- Recommendations and solutions through LDC amendments to offset loss, increase canopy, and realize an attainable goal.

Research conducted by reviewing similar canopy coverage initiatives in various municipalities reveals that more time is needed to realize canopy growth. The established timeline and goal of 5% growth in 5 years do not provide ample time to plant or measure the growth of newly established trees. A revised goal and timeline would allow for measurable growth as the average age of tree maturity are upwards of 40-70 years. (Appendix A, B, C)

The recommendations included within this report are in alignment with the City's Comprehensive Plan. The establishment of a 10, 15, or 20-year goal would further align with the Comprehensive Plan and provide for measurable progress, which could be captured through aerial assessments performed every 2 years.

Community engagement and public education are critical components for maintaining, protecting, and revitalizing our urban canopy. One of the ways in which these components are addressed is through website updates. The website will include easy to access to tree protection requirements and resources for citizens to get involved in volunteer efforts.

For these findings and recommendations to reach success, adequate time, strategic planning, and an effort from everyone including City staff, residents, and the business community is required. The planting, care, and preservation of trees on public and private property are efforts that all can take part in to restore, protect and increase our tree canopy.

CREATION OF THE COMMITTEE

On January 28, 2019, the City Commission held a Goal Setting Workshop to discuss and clarify the City of Fernandina Beach goals. During this workshop, one of the City Commission's main discussion items included the expansion of the existing City tree canopy by 5% over the next 5 years. Upon their consensus on completing a canopy study, the Department of Planning and Conservation was assigned the task of information gathering to create a report offering a framework that emphasizes the health, protection, maintenance, and growth of our existing mature canopy, and most importantly lay out strategies for replacement and planting of new diverse tree species native to our area. Staff developed Land Development Code changes for adoption in early 2020 which significantly modified the City's tree protection mitigation ratios and set forth penalties for unpermitted tree removal. Presentation of the City's Tree Management Plan was provided by the City Arborist in August 2020. (Appendix A) At its annual goal-setting meeting in January 2021, the City Commission prioritized and emphasized its original goal to increase the tree canopy by 5% and directed staff to provide feedback on additional Land Development Code amendments. The direction was to return to the City Commission by August 2021; with the understanding that the requested action would take greater buy-in from the community at large, Staff initiated and established an internal committee for support. The Department of Planning and Conservation began the task of creating the City Tree Committee by recruiting professionals from fields including development, business, landscape design, and tree/environmental advocacy groups.

Throughout this 3-month period, members took part in discussions regarding the impact of tree conservation both as citizens and within their professional fields. Also highlighted during this period were 3 panel discussions. The first panel focused on Tree Professionals. They included tree removal companies, arborists, and tree nurseries. The second panel provided insight on GIS and our partnership with Nassau County's Property Appraiser expert staff. The third and last panel discussion emphasized the important impact of Design Professionals and allowed a well-rounded exchange of questions and feedback.

As a result, committee and panel discussions provided necessary fact-finding information laid out below, generating a consensus on the attainability of the proposed goal, the establishment of current strategies put in place to beef up the tree replacement outreach, and future plantings.



VISUALIZING A 5% INCREASE

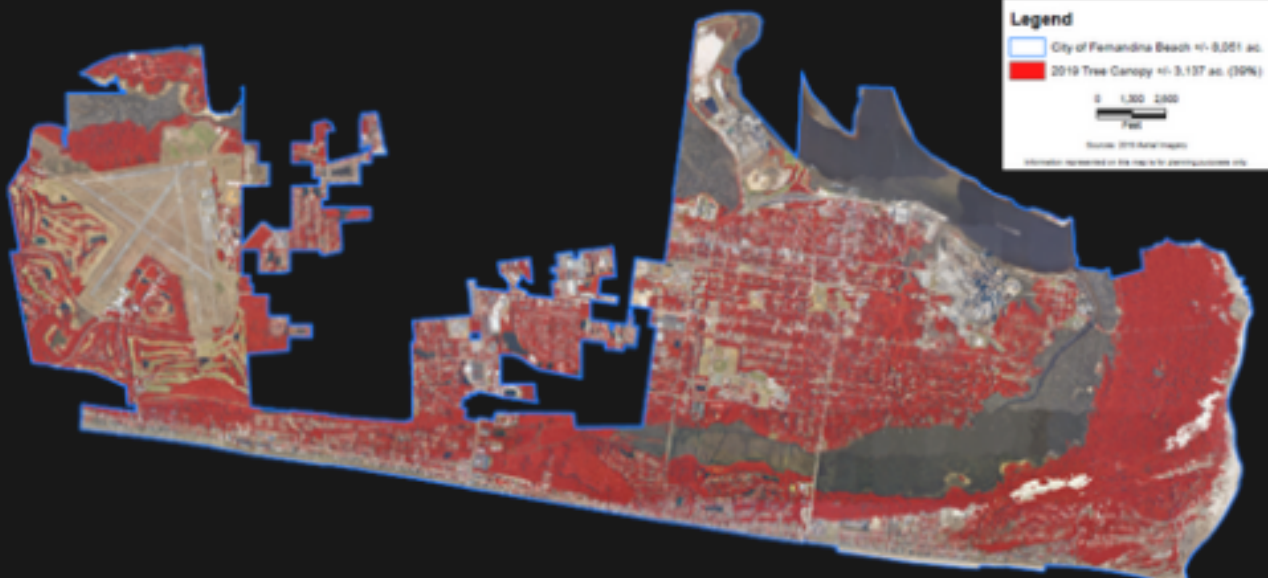
In order to create a framework of goals and actions, it was critical for the committee to identify and establish key baseline values, the first of which came from a 2019 canopy coverage analysis performed by Carter Environmental Services (CES). Using the most recent aerial imagery (2019), CES concluded that the City had an estimated canopy of 39%. However, one must also understand that this is an aging canopy that requires continual maintenance and tree replacement in order to account for natural loss. (Appendix B)

- **Total acreage of the COFB:** 8,051
- **2019 Canopy Coverage Analysis:** 39% (equivalent to 3,140 acres)
- **5% Increase (Appendix C):** Totals 157 acres
- **Trees Per Acre:** 33 (Based on 41' canopy spread, totaling 1,320 sq. ft.)
- **Mortality Rate of Newly Planted Trees (Appendix D): (0-5 Years After Planting):** 7% (equivalent to 363 trees or 11 acres)
- **Total Tree Removal between 2014-Present:** 12,906
- **Average Annual Tree Removal (Appendix E)** = 1,613 (development and hazard trees)

TIMELINE	ANNUAL TREES TO BE PLANTED	ANNUAL COST*	COST INCLUDING LABOR AT \$400
3 Years Established Goal	1,909	\$524,920	\$763,600
10 Years	518	\$142,477	\$207,200
15 Years	345	\$94,875	\$138,000
20 Years	260	\$71,500	\$104,000

* These numbers are based on the average price of a code-compliant tree at \$275 per tree. The average price per tree including installation, maintenance, and labor cost is \$400-\$475.

**5,181
TREES**
Meeting the canopy coverage goal of 5% by 2024 would require the City to successfully plant and maintain 5,181 trees in 2.4 years.





CANOPY INCREASE ACTION PLAN

After the first introductory meeting to present the goal of the City Commission and introduce the purpose behind creating the City Tree Committee, members were asked to view a map of the city boundary and select a quadrant to scout and identify locations for future tree plantings.

Areas identified included: North 3rd Street behind the port warehouse, Fernandina Beach Middle and High schools, the City golf course, Central Park, Ash Street rights-of-way, Hickory Street right-of-way, the airport, and the Nassau County Humane Society. (Appendix F, G)

The recommendation of the City Tree Committee is for the Department of Planning and Conservation to initiate and oversee the following actions.

Large Scale Plantings

Small Scale Plantings

LDC Code Based
Amendments

Community Outreach

Website Updates

Designation of Tree Holding
Area

LARGE SCALE PLANTINGS (> 10 TREES)

The committee recognizes the need to establish interdepartmental coordination between the departments of Parks & Recreation, Maintenance, and Planning & Conservation in order to facilitate employee training, implementation of outreach, tree plantings, volunteering efforts.



Seasonal Tree Giveaways

The Department of Planning and Conservation will now hold 3 tree giveaway events yearly in collaboration with community partners. To avoid the hurricane season and the extreme heat during the summer months, these will be done every fall, spring, and winter. Registration links will be made available approximately 1 month prior to each event on the City's newly revamped tree website.



Trees in Parks & Rights of Way

Locations of possible large-scale tree planting opportunities were suggested to the Committee. These locations will need to be reviewed to verify locations of utilities, future planned development, and maintenance issues. One location that has been reviewed and approved for a fall planting is along Hickory Street near the soccer fields. A total of 150 trees will be planted in the fall. (Appendix F)



Golf Course Trees

The Department of Planning & Conservation plans to work with the golf course management team to establish a yearly assessment of the current health of trees located on the City golf course as well as the planning for future plantings.



Existing Retention Pond Plantings

Community outreach to property owners will be implemented to determine potential planting areas. Tree selection will be based on water-tolerant species. Encouraging the clustering of trees will promote wildlife habitats and shaded areas for families to gather. (Appendix H)



Trees in Bosque Bello

Bosque Bello Cemetery has an aging canopy and will need continuous attention to monitor dying trees and a replacement strategy. Funds that were approved to create a master plan are available in the 2021 fiscal year budget. To date, however, no official plan has been put into place. Coordination with the Department of Parks & Recreation would be beneficial for specimen selection and proper maintenance once trees have been planted. Plantings not located along roadsides in the cemetery would need to have an archaeologist on site to cover the City in the event that historical artifacts are uncovered.



City School Planting

Initiate conversation with the Nassau County School Board Staff, to discuss future plantings on school grounds, this effort is for the next school year.

SMALL SCALE PLANTINGS (< 10 TREES)

These small scale plantings require community involvement and advocacy. All requests can be made through the City's tree website for immediate action.



Free Tree Replacement Program

For every tree removal permit approved, citizens are asked if they would like to receive a free tree. Staff will assist residents in determination of appropriate species and location.



Tree Dedication Program

Citizens or local businesses can request a tree for a special occasion or in memory of a loved one. Tree species and final location will be vetted by staff. Dedications will be recognized through staff issued certificates.



Natives for Invasives Replacement Program

Citizens can request a free native tree in exchange for removing an invasive species such as Brazilian pepper, Chinese tallow, and Chinaberry from their property or public rights-of-way.



Arbor Day

The City of Fernandina Beach is proud to hold the Tree City USA designation. In order to maintain this title, the City must recognize both Florida Arbor Day (third Friday of January) and National Arbor Day (last Friday of April). With that in mind, the Department of Planning & Conservation is committed to using these celebrations to promote planting events.

LAND DEVELOPMENT CODE AMENDMENTS

The following bullets briefly summarize the Committee's recommended Land Development Code amendments:

- Allow staff level deviations from dimensional standards for tree protection under certain criteria
- Expand “protected tree” definition to include newly planted trees
- Require trees surrounding stormwater detention and retention areas
- Increase tree removal fees by \$50
- Reduce impervious surface ratio to 45% for residential zoning districts
- Require permits for concrete slabs exceeding 50 square feet
- Double minimum landscape requirements for new residential development
- Provide for allowance to relocate trees on the same site
- Establish an enforcement mechanism for tree replacement and mitigation

Please see Appendix I for a comprehensive analysis.



COMMUNITY ACTION

Achieving a substantial canopy coverage increase requires community action. The recommendations and solutions brought forth through this Committee are unique in that it is not just a City plan, but rather a *community-wide collaboration* to rebuild the urban forest through partnership.

Local School Outreach

After discussions with local guidance counselors, it was agreed that an effort will be made by schools to promote a volunteer program for city-sponsored planting events. The students would help with digging and planting activities, all to be supervised by the City's Urban Forester. This would help students earn community service hours, instill pride, and stress the importance of trees in the community.

Heritage Tree Program

The City must make an initial investment, perhaps through a mailer, to make all residents aware of this program and the ease in which they can nominate a tree for this designation. The most recent tree inventory data, provided by the Nassau County Property Appraiser's Office indicates that there are well over 100 trees that would qualify as Heritage trees, but have yet to be nominated. It is important to note that this title provides an additional layer of protection should anyone ever look to remove the tree.

Social Media and Promotion

The City will utilize various media platforms to inform citizens, promote tree programs, and advertise upcoming planting related events. Platforms include: social media posts via Facebook, the creation of a Twitter tag #Rootfortrees, PEG Channel segments, articles in the New-Leader's City Scoop, and a banner at the top of the city website.

City Tree Unit

A small number of employees from the Parks & Recreation, Maintenance, and Utilities departments will receive training on how to properly establish a new tree planting, maintain green spaces without damaging trees, and regularly work with the City's Urban Forester to preserve the existing aging canopy. This unit of dedicated employees further promotes the need for interdepartmental coordination and collaboration.

Local Advocacy Groups

The City relies on these organizations to continue their efforts in promoting tree education, plantings, and provide volunteers to assist with the long-term care and assessment of mature trees.

Tree Workshop

The City's Urban Forester will provide biannual tree maintenance workshops. This event will be open to all individuals interested in learning about the importance of trees as well as proper planting, pruning, and long-term care techniques. Additionally, they will include an overview of the City's tree website with all of its features.

Creation & Distribution of Infographics

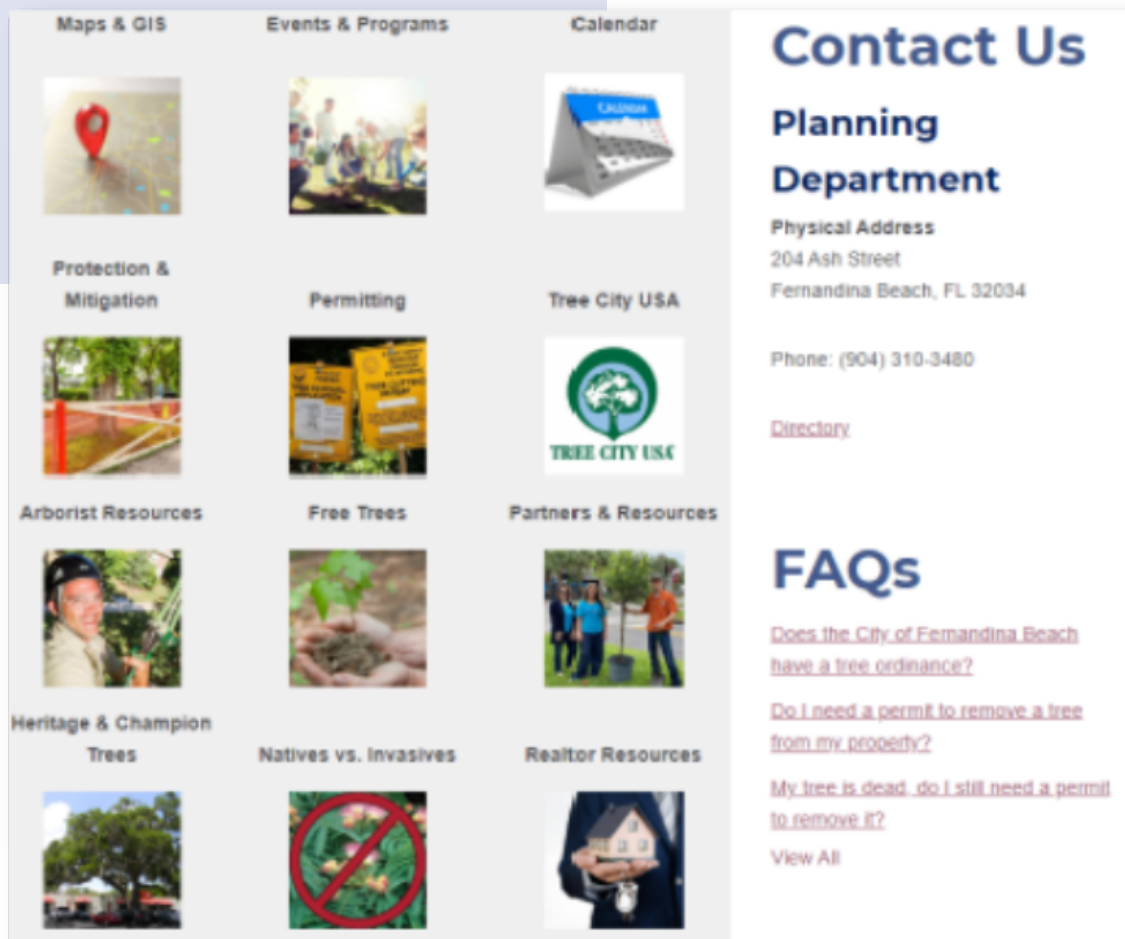
The City will increase the distribution of easy-to-read tree protection infographics and materials to real estate, design professionals, and advocacy groups

WEBSITE UPDATES

Public education and outreach are critical components needed to fuel our community's understanding and engagement in reaching our goal of increasing our tree canopy. Because the LDC provides an abundance of information, the material was divided into individual sections and their corresponding icons. In instances where topics overlap, such as permitting or tree protection and mitigation, a user can access related topics at the bottom of each page.

The creation of a user-friendly site where citizens and professionals alike could quickly and easily access all tree-related information is one of the ways we plan to reach the community.

In addition, the Committee endeavored to provide a visually appealing and interactive website that promotes tree education. The following is a brief synopsis of what each section contains.



WEBSITE ICONS

The following is a brief synopsis of what each section contains.

- Under Maps & GIS, citizens will find a collection of canopy coverage maps, tree inventory data, as well as a link bringing them directly to the newly created Tree Tracker App.
- The Events & Programs icon will provide access and information on all tree planting opportunities offered by the City.
- The Calendar icon will inform citizens of specific dates, times, and locations of all upcoming City sponsored tree plantings.
- Both Permitting and Tree Protection & Mitigation icons will provide critical information from the Land Development Code formatted into an easily readable quick reference guide.
- Tree City USA will provide the user with an overview of what this designation means and Fernandina Beach's history of achieving such a title.
- Under Arborist Resources, citizens will learn the difference between an arborist and an urban forester and locate an ISA Certified Arborist near them.
- The Free Trees icon will detail how residents can request a tree provided by the city, at no cost.
- Partners & Resources will include links to: the Nassau County Property Appraiser's website and various community partners.
- Heritage & Champion trees will be a place where citizens can go to learn what these two specific titles mean, explore the City's existing Heritage trees, learn how to nominate new Heritage trees, and more.
- The Natives vs Invasives icon will provide information and resources on both types of species as well as outlining how a resident can receive a free tree upon removal of an invasive species.
- Realtor Resources will be a tool for those who work with new and/or soon-to-be residents of the City. This page will be used to provide a snapshot of Fernandina Beach including its designation as a Tree City and general tree protection guidelines.

DESIGNATION OF SPACE FOR STAGING TREES AND SUPPLIES

To better support the goal of the City Commission and the recommendation of the City Tree Committee, an area is needed for the staging of trees. The area would require access to a water supply, fencing for security, and ease of access for delivery purposes. In addition, this location should provide adequate space for the storage of materials critical to the installation of trees such as: mulch, shovels, gator bags and hoses. Although funds have been allocated within the 2021-22 budget to cover any expenses tied into securing this type of area, interdepartmental discussions have already taken place for the possibility of utilizing existing gated/secured area owned by the City.



1

**Dedicated Space in
Maintenance Yard**
(Committee Recommended)



2

**Dedicated Space at lot
behind water tower**



3

**Dedicated space at other
City owned property
(Recreation Center, Airport
etc.)**

RECENT EVENTS & INITIATIVES FOR CANOPY COVERAGE INCREASE

Florida Arbor Day - January 15, 2021

In celebration of Florida's Arbor Day, on Friday, January 15, 2021, members of the City's Planning & Conservation staff, the Nassau County staff of the Florida Forest Service, the maintenance technician from the Fernandina Beach Housing Authority, and the Tree Surgeons held a small tree planting event on Hickory Street and S. 13th Street. The Florida Forest Service donated 10 shade trees and Liberty Landscape donated two large oak trees and a magnolia tree. A previous event was held at the same location on December 21, 2020, where 12 fruit trees were planted. (Appendix J)



Tree Giveaway with Keep Nassau Beautiful April 17, 2021

Residential Planting

On April 17, 2021, during the City of Fernandina Beach yearly recycling event and in partnership with Keep Nassau Beautiful, we were able to donate 250 trees of various species to over 100 local residents. (Appendix J)

Volunteers Grove Initiative by Amelia Tree Conservancy – Central Park April 2021

Atlantic Avenue / S. 13th Street

On April 22, 2021, The City of Fernandina Beach, in partnership with the Amelia Tree Conservancy, celebrated Earth Day by dedicating an area in Central Park called Volunteers Grove. This area was dedicated to honor Amelia Island's countless volunteers. During this event 5 native shade trees and 54 shrubs were planted. (Appendix J)



RECENT EVENTS & INITIATIVES FOR CANOPY COVERAGE INCREASE



Amelia Park Homeowner's Association Initiative, Common Areas – April 22, 2021

North Park Drive

On April 26, 2021, the Amelia Park Homeowner's Association planted 39 Live Oaks throughout the community's common areas. The trees were planted on Lake Park Drive, North Park Drive, Park Avenue, Park Lane, and School Street. (Appendix J)

National Arbor Day - April 30, 2021

North 3rd Street

In celebration of Arbor Day, on Friday, April 30, 2021, members of the City's Planning & Conservation staff held a small tree planting event on N. 3rd Street and planted 2 Live Oaks and 2 Weeping Yaupon Holly trees. Volunteers have stepped in to help with maintenance which includes watering the trees for the establishment period. (Appendix J)



FUTURE LARGE SCALE PLANTINGS

BEGINNING FALL 2021

Hickory Street Corridor

An estimated total of 150 trees will be planted in the rights-of-way along Hickory Street, between Parkview Place West and South 15th Street. (Appendix F)



Hickory & South 13th Street

As part of an ongoing initiative, the Department of Planning & Conservation proposes to plant additional shade trees at this location. (Appendix F)



Main Beach Parking Lot

At the June 24, 2021, TRC meeting, City Staff recommended removing all asphalt parking islands to be replaced with curbs and salt-tolerant landscaped beds including Cabbage Palm trees. This proposed project received unanimous agreement from members. (Appendix F)



FINANCING THE ACTION PLAN

Funds from the Tree Trust Fund are generated by income from building permit tree removal fees. For the 2020-21 fiscal year, the approved fee schedule shows that Tree Removal fees are \$500 for up to the first 3 trees and \$100 for each additional tree. Additionally, with regards to tree mitigation, the City provides a Fee In Lieu option at a cost of \$400 per tree.

While every year approximately half of its proceeds are kept in a reserve account, the remaining revenues are distributed into various expense accounts such as Salary related accounts, Program, Professional Services, and Operating Supplies accounts. In the upcoming fiscal year 2021-22, funds have also been allocated to the Equipment account for the purchase of an auger and spade which will allow relocations of selected trees.

The following table offers the current financial data as of July 2021. (Appendix K, L)

BUDGET 2020-2021

ACCOUNT	2021 BUDGET	EXPENSES TO DATE	FUNDS AVAILABLE
PROGRAM	\$50,648.00	\$30,221.54	\$20,427.46
SALARY	\$27,542.00	\$ 7,147.31	\$20,394.69
PROF SERV	\$53,500.00	\$350.00	\$53,150.00
OP SUPPLIES	\$11,500.00	\$ 6,957.89	\$ 4,542.11
TOTAL	\$143,191.00	\$44,676.74	\$98,514.26
2021 REVENUE	\$132,140.00		
2021 RESERVE	\$199,737.00		

ESTIMATED BUDGET 2021-2022*

ACCOUNT	2022 BUDGET
PROGRAM	\$132,200
SALARY	\$ 27,211
PROF SERV	\$ 53,500
OP SUPPLIES	\$ 63,750
EQUIPMENT (AUGER + SPADE)	\$ 15,000
TOTAL	\$291,661
2022 REVENUE	\$130,000
2022 RESERVE	\$123,435

* The projected 2021-22 fiscal year budget is in harmony with a restructured goal of a 5% canopy coverage increase in 15 years.



METHODS OF MEASURING PROGRESS

METHOD	FREQUENCY	PROS	CONS
AERIAL IMAGERY* ALSO ASSESS FOR NEIGHBORHOODS IN NEED	EVERY 2 YEARS	LARGE AREA OF COVERAGE, PARTNERSHIP WITH NASSAU COUNTY PROPERTY APPRAISER'S OFFICE. - EQUITABLE DISTRIBUTION OF CANOPY ACROSS CITY	ACCURACY IS DEPENDENT ON TIME OF YEAR AND PROPERLY IDENTIFYING SHADOWS - PLANTING REFUSALS**
CONTRACTED TREE INVENTORY	10 YEARS	HIGHLY ACCURATE	COSTLY, ONLY CAPTURES A SINGLE TIMEFRAME, MUST BE UPDATED WEEKLY TO ASSESS LANDSCAPE CHANGES
TREE REMOVAL PERMIT ASSESSMENT	TWICE A YEAR	IDENTIFY CANOPY LOSS EARLY ON	ARBORIST HAZARD ASSESSMENTS DO NOT REQUIRE PERMITS OR CITY NOTIFICATION
HANDHELD GPS FOR TARGETED TREE SURVEYING	AT EVERY FUTURE PLANTING	ACCURACY, LESS EXPENSIVE, IMMEDIATE RESULTS	LACKS A COMPREHENSIVE INVENTORY

*Aerial imagery and canopy analysis provided by Nassau County Property Appraiser's office

**Identify why citizens might refuse a street tree and work to address those concerns

FORMAL RECOMMENDATIONS

BASED ON ALL OPTIONS PRESENTED

Recommendation 1:

Maintain the 5% canopy coverage goal but extend the timeframe to a period of 15 years. This would allow the combined efforts of community outreach, increased initiatives, and code-based changes to be captured on a much larger scale and afford all new plantings the time necessary to approach maturity.

Recommendation 2.

With regards to the care and continual maintenance of future plantings, the CTC recognizes the importance of coordinated efforts between the Planning & Conservation, Maintenance, Parks & Recreation, and Utilities departments. Therefore, it is the recommendation of the CTC that an interdepartmental Tree Unit be created, and that focus be put on training any/all employees involved on how to properly plant, mulch, prune, and mow around newly planted trees.

Recommendation 3.

Designate a space in the Maintenance yard for staging trees and storage of materials necessary to the proper installation and establishment of newly planted trees.

Recommendation 4.

Direct the Department of Planning and Conservation to adopt all 11 code-based changes.

APPENDIX

Materials Referenced for analysis by CTC.

A. Fernandina Beach Tree Management Plan 2019-2024

B. City of Fernandina Beach Tree Canopy Analysis 2009-2019 (Carter)

C. What Does 5% Look Like

D. Tree Mortality Rates

E. Tree Removal Report 2014-2021 (Development & Hazards)

F. Future Planting Locations List

G. City Maps with Quadrants for Potential Plantings

H. Guidance for Planting Trees in Stormwater Management Ponds

I. Chart of Proposed LDC Amendments

J. Tree Planting Spreadsheet 2018-2021

K. Tree Fee Schedule 2020-2021

L. Budget Year Reports 2020-2021 YTD