



**AGENDA
HISTORIC DISTRICT COUNCIL
REGULAR MEETING
AUGUST 18, 2022
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 the Minutes from the July 21, 2022 Regular Meeting.
- 4. OLD BUSINESS**
- 5. NEW BUSINESS**
 - 5.1 **HDC2022-0063 - POYNTER FAMILY HOLDINGS LLC, 116 N. 2ND STREET**
Conceptual Certificate of Approval (COA) to construct a multi-purpose pavilion with gardens, and 3 pickleball courts. (*Quasi-Judicial*)
 - 5.2 **HDC2022-0064 - NANCY L. CORLISS CHAPIN TRUST, 301 S. 7TH STREET**
Certificate of Approval (COA) to demolish existing metal shed and install a pre-manufactured shed in rear yard. (*Quasi-Judicial*)
- 6. BOARD BUSINESS**
- 7. STAFF REPORT**
 - 7.1 Staff Certificate of Approval for June 2022.
 - 7.2 Staff Certificates of Approval for July 2022
- 8. PUBLIC COMMENT**
- 9. ADJOURNMENT**

NEXT HDC REGULAR MEETING IS SCHEDULED FOR SEPTEMBER 15, 2022

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.



**MINUTES
HISTORIC DISTRICT COUNCIL
REGULAR MEETING
JULY 21, 2022
5:00 PM**

1. CALL TO ORDER

ROLL CALL / DETERMINATION OF QUORUM

Members Present: Tammi Kosack, James Pozzetta, Michael O'Donnell, Michael Spino, Tim Poynter

Member Absent: Michael Harrison. Froilan Esclusa

Others Present: Salvatore Cumella, Preservation Planner
Tammi Bach, City Attorney (arrived at 5:15 p.m.)
Sylvie McCann, Recording Secretary

2. PLEDGE OF ALLEGIANCE

Chair Spino seated Member O'Donnell and Member Poynter as voting members for this meeting. Members approved unanimously by voice vote.

No ex parte communications were disclosed by any members.

Ms. Bach explained the quasi-judicial procedures. (this was presented by Ms. Bach at 5:40)

Ms. McCann administered the oath to parties who would be speaking.

3. APPROVAL OF MEETING MINUTES

3.1 Approval of Minutes from the May 19, 2022 Regular Meeting.

Member Kosack noted typos and an amendment to Board Business regarding her comments regarding fence engineering plans. Member Pozzetta noted some misspelling of his last name.

ACTION TAKEN: A motion was made by Member Kosack seconded by Member Poynter to approve the minutes as amended.

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

3.2 Approval of Minutes from the June 16, 2022 Regular Meeting.

ACTION TAKEN: A motion was made by Member Kosack seconded by Member Poynter to approve the minutes as amended.

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

4. OLD BUSINESS

4.1 HDC 2022-0056 - SKIPPER CONSTRUCTION SERVICES, AGENT FOR RICHARD D. + ROSE J.L. KING, 1002 SAN FERNANDO STREET

Final Certificate of Approval (COA) to construct a two-story single-family dwelling with a detached two-story accessory dwelling. (*Quasi-Judicial*)

Mr. Cumella presented the case and recommended Final approval with the condition that the applicant provide total height of the primary structure for Staff review.

Donald Skipper, Skipper Construction Services, 855 Cashen Drive, welcomed any questions from the Board.

Member Pozzetta asked questions regarding a water table element to the 2nd levels so to break out the siding and gable. Members agreed for the water line trim to be added and approved by Staff.

Public Hearing was opened and closed with no parties wishing to speak.

ACTION TAKEN: A motion was made by Member Pozzetta seconded by Member O'Donnell to approve HDC case 2022-0056 with the following conditions: that a water table trim element be added at the 2nd floor line on four (4) sides of the house and garage and consider adding details to the gable ends to both house and garage, and that the roof height of the primary structure and garage be provided to Staff to verify that they do not exceed the maximum height; AND that the HDC make the following findings of fact and conclusions of law part of the record: that HDC case 2022-0056, as presented, is substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Old Town Historic District Design Guidelines to warrant approval at this time.

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

At 5:40 Ms. Bach explained the quasi-judicial procedures including appeals and variance procedures.

5. NEW BUSINESS

5.1 HDC 2022-0061 - MARK AKINS, RICE ARCHITECTS LLC, AGENT FOR PESTANA INVESTMENTS, INC, 20 S. 4TH STREET

Certificate of Approval (COA) to construct a 1 story restroom facility addition, (*Quasi-Judicial*)

Mr. Cumella presented the case and recommended approval with conditions that HVAC mini split be located greater than 5 ft. from property line per LDC section 4.02.03(A)8, that a survey no greater than 2 years old be provided, that materials/colors be specifically identified, and that height be measured according to LDC section 4.02.03(C).

Mark Akins, Rice Architect, 1414 Highland Drive, was present to answer any questions. Member Pozzetta asked about shutters overlapping the side trims and recommended that they be one-half the width of the window. He also asked about ADA compliance.

Public Hearing was opened and closed with no parties wishing to speak.

ACTION TAKEN: A motion was made by Member O'Donnell seconded by Member Poynter to approve HDC case 2022-0061 with the following conditions: that HVAC mini split be located greater than 5 ft. from property line per LDC section 4.02.03(A)8, that a survey no greater than 2 years old be provided, that materials/color be specifically identified, and that height be measured according to LDC section 4.02.03(C); AND that the HDC make the following findings of fact and conclusions of law part of the record: that HDC case 2022-0061, as presented, is substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Design Guidelines to warrant approval at this time.

DRAFT

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

5.2 HDC 2022-0062 - TRINITY UNITED METHODIST CHURCH, 715 ASH STREET
Conceptual Certificate of Approval (COA) to replace windows to the Annex

Mr. Cumella presented the case and since the proposed windows are not on the pre-approved window list, Staff recommended hearing a presentation by the applicant to review samples for compatibility with the quality and dimensional standards of those on the pre-approved list..

Member Kosack inquired about the procedures for approval of windows not being on the approved window list.

Pastor Granardo Felix, 101 S. 8th Street, Pastor at the Trinity United Methodist Church, presented the Board with a sample of the window to be used. Mr. Cumella addressed the fact that the presence of the mullions must be on the exterior.

Public Hearing was opened and closed with no parties wishing to speak.

Member Kosack asked to clarify the location of where the windows are located. Board members discussed the usage of aluminum material. Mr. Cumella clarified that the window glass will be clear except for the bathroom window which will be obscured. Member Kosack asked about the usage of vinyl. Mr. Cumella noted that vinyl is not on the historic part of the church, and they are not replacing original wood windows.

ACTION TAKEN: A motion was made by Member Kosack, seconded by Member Poynter to approve HDC case 2022-0062 with the condition that the window has a raised exterior grill that is not in between the glass; AND that the HDC make the following findings of fact and conclusions of law part of the record: that HDC case 2022-0062, as presented, is substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Design Guidelines to warrant Final approval at this time.

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

6. BOARD BUSINESS

Member Kosack spoke about an Open House at City Hall to be held by OHPA on Thursday July 28th, 2022 from 5:00 p.m. to 7:00 p.m. to present upcoming plans such as demolition of an old warehouse garage, the increasing footprint of their current warehouse, create a causeway so to establish a new entry from Escambia Street. She encouraged public presence and comments to OHPA. Members discussed the various proposed OHPA plans.

7. STAFF REPORT

8. PUBLIC COMMENT

9. ADJOURNMENT 5:54 p.m.



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2022-0063
AUGUST 18, 2022

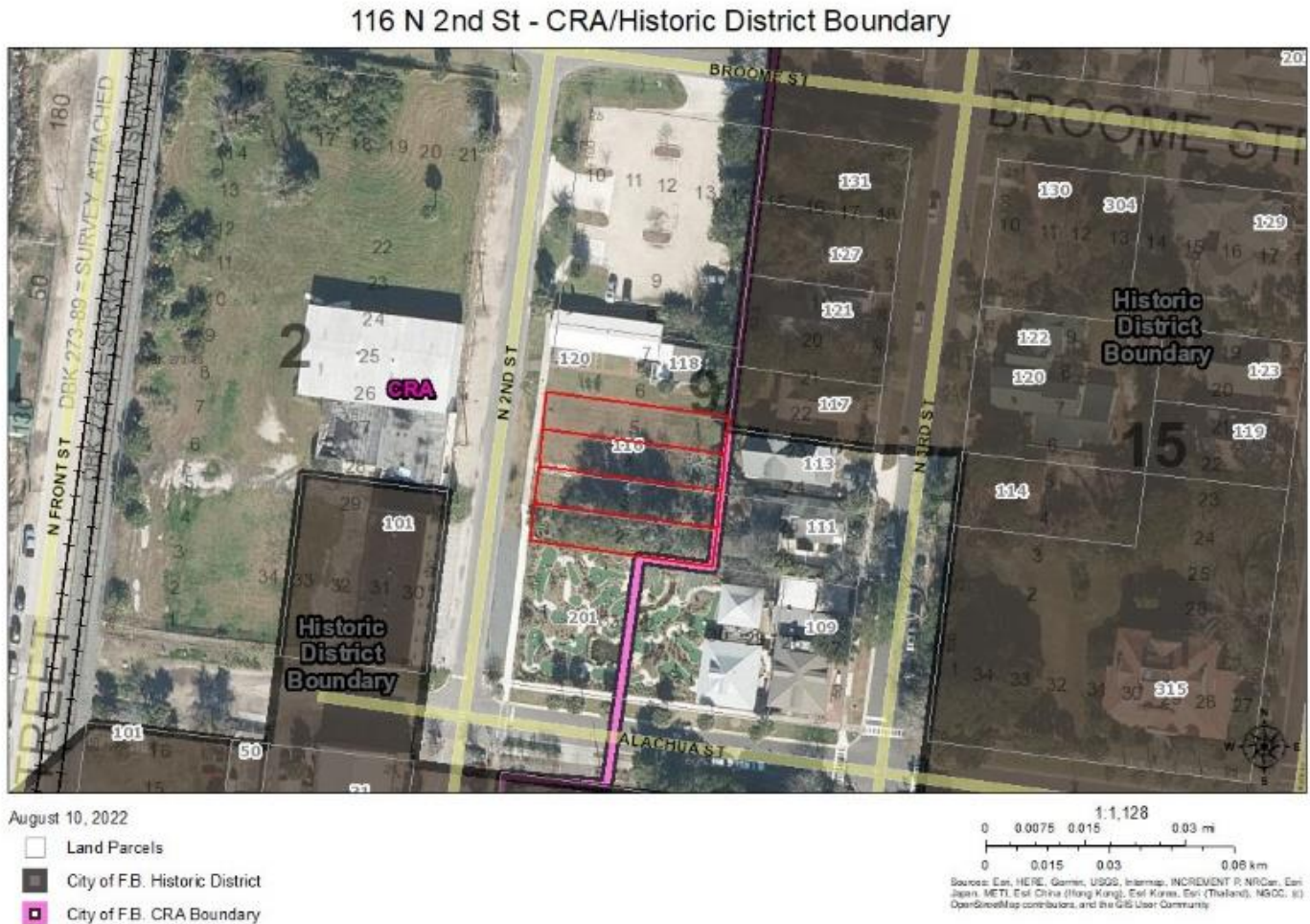
Owner/Applicant:	Poynter Family Holdings LLC, owner
Property Address:	116 N. 2 nd Street
Parcel ID #	00-00-31-1800-0009-0020, 00-00-31-1800-0009-0030, 00-00-31-1800-0009-0040, & 00-00-31-1800-0009-0050
Current zoning:	C-3
FLUM land use category:	Central Business District
Existing uses on the site:	Vacant Parcel
FL Master Site File #	N/A
Year Built:	N/A
Contributing Status:	N/A
Requested action:	Conceptual Certificate of Approval (COA) to construct a multi-purpose pavilion with gardens, and 3 pickleball courts. (Quasi-Judicial)

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



CONCEPTUAL APPROVAL

This proposal is being brought before the Historic District Council for Conceptual Approval. Conceptual approvals are provided by the HDC as a courtesy to the applicant to allow comment from the Historic District Council and citizens during the conceptual design process. The HDC will provide the applicant with feedback and guidance relating to the proposal and take a vote to indicate whether the board feels the proposal is adequately appropriate to proceed. If significant concerns are raised by the Board, they may request that the applicant return for additional conceptual review. In all cases, the applicant must return to the HDC to seek Final Approval of their projects. No projects can proceed to the permitting phase without final approval by the HDC. If the Board feels that a project is substantially inappropriate at the conceptual level, or is not making progress towards an appropriate design, the board may vote to deny conceptual approval.



116 N 2nd St - Zoning



August 10, 2022
☐ Land Parcels

1:1,128
0 0.0075 0.015 0.03 mi
0 0.015 0.03 0.06 km
Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The subject property falls within the Waterfront Community Redevelopment Area (East of Front Street Design Area). Per LDC 8.01.02(B), "All plans for development within the CRA Overlay shall be reviewed by the Historic District Council."

The applicant is seeking conceptual approval to construct an open air, multi-purpose pavilion with catering kitchen and gardens.

APPLICABLE GUIDELINES:

[CITY OF FERNANDINA BEACH COMPREHENSIVE PLAN](#)

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

[WATERFRONT COMMUNITY REDEVELOPMENT AREA DESIGN GUIDELINES](#)

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

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

ANALYSIS:

The pavilion will feature 3 pickle ball courts for use when the space is not otherwise rented. The south garden will connect to the existing miniature golf course. The front wall of the pavilion sits 7' from the property line, which is in keeping with the requirement that a front yard setback shall be no more than 10' from the property line. The principal structure must maintain a 20' rear-yard setback per LDC 8.01.02(d)3.

The height at peak of pavilion structure is 20'6" which is below the permissible maximum of 35' (LDC 8.01.02(E)3).

The subject property is zoned C-3 (Central Business District) and abuts properties that are zoned R-2 (Medium Density Residential) to the east. As such, a type C buffer is required per LDC Table 4.05.12(C). A type C buffer consists of:

- Two shade trees;
- Four understory trees;
- And a continuous unbroken hedge, planted in a double staggered row to for a solid visual screen within one year of planting.

The proposed construction utilizes modern materials such as galvanized metal trusses, split face CMU, wood,

and structural insulated panels with a smooth concrete finish.

For final approval the applicant will need to provide the following:

1. All mechanical equipment must be shown on site plan. All rooftop mechanical equipment must be screened from view to adjacent properties and rights-of-way by utilizing parapets or other screening elements that are integrated into the overall architecture of the structure and constructed using materials and methods that are consistent with those used on the building per LDC 8.01.01(G).
2. All elevations are required to be submitted showing that the structure has been designed to be viewed from all sides as per Design Guidelines for the Waterfront Community Redevelopment Area (sec. 4 pg.44).
3. Complete Technical Review Committee site plan review (first round comments).
4. Sound abatement/ mitigation measures to be shown on plans.
5. Lighting to be shown on site plan and appropriately shielded to remain on property.
6. Driveway to be reduced to the maximum 25' in width per LDC 7.01.01(E)b.
7. Driveway to be constructed of pervious materials.

Staff finds that the proposed new construction is conceptually compatible with the Waterfront Community Redevelopment Area in terms of materials, scale, proportions, roof forms, orientation, and setbacks.

STAFF RECOMMENDATION:

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

Staff recommends:

CONCEPTUAL APPROVAL of HDC 2022-0063

MOTION TO CONSIDER:

I move to approve or deny HDC case number 2022-0063 with or without conditions;

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

That HDC case 2022-0063, as presented, is or is not substantially compliant with the Land Development Code, the Secretary of the Interior's Standards, and Waterfront Redevelopment Area Design Guidelines to warrant **CONCEPTUAL** approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1	HDC 2021-0014 Application & Backup Materials
EXHIBIT 2	Plans & Elevations
EXHIBIT 3	Streetscape Rendering

Respectfully Submitted,



Salvatore J. Cumella
Historic Preservation Planner

Historic District Council (HDC) Certificate of Approval (COA) Application
- Submission #9455

Date Submitted: 6/27/2022

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

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

Fees

☐

Certificate of Approval (COA): Staff Review \$25

☐

Certificate of Approval (COA): Board Review - Residential Single Family) \$250

☒

Certificate of Approval (COA): Board Review - Commercial/Multi-Family/2 or more Residential Units/Mixed Use \$400

☐

Demolition of a Primary Structure “ Non-Contributing \$1,500

☐

Demolition of a Primary Structure “ Contributing \$7,500

☐

After-the-Fact Certificate of Approval (COA): Staff Review \$100

☐

After-the-Fact Certificate of Approval (COA): Board Review \$1,500

☐

Amendment to Previously Approved COA - First Amendment Free, Subsequent Amendments = 1/2 cost of original fees

Basis for Review

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

hdc 2022



IMPORTANT NOTES

Conceptual Approvals

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

Pre-Application Meeting

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

Application Requirements

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

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

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

The LDC is Available for Review at

www.fbfl.us/LDC

Appeals

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

PROJECT TYPE*

New Construction

APPROVAL TYPE*

Board Approval: Conceptual

See [Certificate of Approval Matrix](#) for details

Previously Approved Case

Have you met with a planner for a pre-application meeting?*

Yes

What was the date of your pre-application meeting?*

5/17/2022

Please apply for a required pre-application meeting using the following link:

[HDC Pre-Application Meeting Request](#)

PROPERTY INFORMATION

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

Historic District*

Downtown

Site Address*

116 N. 2nd Street

City*

Fernandina Beach

State*

Florida

Zip Code*

32034

Parcel ID #(s)*

00-00-31-1800-0009-0050

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name*

Timothy

Last Name*

Poynter

Mailing Address*

3967 1st Avenue

City*

Fernandina Beach

State*

Florida

Zip Code*

32034

Telephone Number*

904-415-6533

E-mail Address*

tpoynter@gmail.com

OWNER'S AGENT

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

Is there an agent other than the owner representing this project?*

No

First Name*

Last Name*

Company (if applicable)

Street Address

City

State

Zip

Telephone Number

E-mail Address

Project Description*

This will be a multi-purpose Pavillion with Catering Kitchen, gardens. There will be 3 Pickleball courts for when not being used for weddings, rehearsal dinners, etc.

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

Design Vision Statement*

This will be designed as an open air Pavillion with beautiful gardens boarding the back and side of the property. By doing this, there will be at least a 20 ft buffer from the R-2 property that borders the east side of the property. The South will be connected to the existing miniature golf course and the north side of the property is also C-3 The structure will be concert block and steel with metal roofing. Both the open air portion and the catering kitchen will be modern style

For New Construction: Please write a brief design statement explaining the architectural style of your project; what its design draws inspiration from; and how it is architecturally compatible with the surrounding historic neighborhood.

Requirements for Demolition Applications

Per LDC 8.03.03.01

1. Does the structure or site meet national, state, or local criteria for designation?

2. Is the structure or site a contributing structure or site to a locally designated or National Register historic district?

3. Would the loss of the structure or site deteriorate the quality or continuity of the historic district, or the surrounding neighborhood?

4. Is the structure or site is of such design, crafts manship, or material that it could be reproduced only with great difficulty and/or expense?

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

6. Would the removal of the structure or site destroy the historic relationship between structures or open space?

7. Would retention of the structure or site promotes the general welfare of the City by providing an opportunity for study of local history, architecture, and design, or by developing an understanding of the importance and value of a particular culture and heritage?

8. Have the applicants made good faith efforts to pursue alternatives to demolition?

9. Will the applicant be denied a reasonable return on his or her investment

10. Is there an economic hardship for the applicant as demonstrated by requirements in Section 8.03.06?

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

MATERIALS

List all proposed materials and colors, as applicable

EXTERIOR FABRIC

Manufacturer	Product Description	Color
		(Name/Number)

DOORS

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

WINDOWS

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

ROOFING

Manufacturer	Product Description	Color
		(Name/Number)

FASCIA/TRIM

Manufacturer	Product Description	Color
		(Name/Number)

FOUNDATION

Manufacturer	Product Description	Color
		(Name/Number)

SHUTTERS

Manufacturer	Product Description	Color
		(Name/Number)

PORCH/DECK

Manufacturer	Product Description	Color
		(Name/Number)

FENCING

Manufacturer	Product Description	Color
		(Name/Number)

DRIVEWAYS/SIDEWALKS

Manufacturer	Product Description	Color
		(Name/Number)

SIGNAGE

Manufacturer	Product Description	Color
		(Name/Number)

OTHER

Manufacturer	Product Description	Color
		(Name/Number)

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

Upload 1	Upload 2	Upload 3	Upload 4
116 N 2nd st proof of ownership.pdf	1 Pavillion Site Plan Overall.pdf	3 Pavillion elevation options.pdf	116 N 2nd survey 1.pdf
Upload 5	Upload 6	Upload 7	Upload 8
116 N 2nd survey 2 1.pdf	Choose File No file selected	Choose File No file selected	Choose File No file selected

Certification*

☒

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

☒

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City’s website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).
6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.
7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.
8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.
9. I/We understand that Certificates of Approval are only valid for one (1) year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

Applicant First Name*

Timothy

Applicant Last Name*

Poynter

Today's Date*

6/27/2022



DEPARTMENT OF PLANNING & CONSERVATION

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

Please make sure to disable pop-up blocker in order to submit.



A. Michael Hickox, CFA
Cert. Res. RD1941

NASSAU COUNTY
PROPERTY APPRAISER



PROPERTY INFORMATION

Parcel Number 00-00-31-1800-0009-0050

Owner Name POYNTER FAMILY HOLDINGS LLLP

Mailing Address 28 N 3RD ST

FERNANDINA BEACH, FL 32034

Location Address 2ND ST N

FERNANDINA BEACH 32034

Tax District FERNANDINA BEACH

Mileage 79.5052

Homestead No

Property Usage VACANT 000000

Deed Acres 0

Short Legal BLOCK 9 LOT 5 CITY OF FDNA BEACH

2021 Certified Values

Land Value	\$78,125
(+) Improved Value	\$0
(a) Market Value	\$78,125
(-) Agricultural Classification	\$0
(-) SCH or Non-HX* Capped Savings	\$0
(=) Assessed Value	\$78,125
(-) Homestead	\$0
(-) Additional Exemptions	\$0
(-) School Taxable Value	\$78,125
(-) Non-School HX & Other Exempt Value	\$0
(a) County Taxable Value	\$78,125

Notes - 10% Cap does not apply to School Taxable Value



Property Search



Map This Parcel



GIS Report



Property Record Card



Print Friendly Page

PARCEL MAP



2021 AERIAL MAP



PROPERTY PHOTO



if this picture is incorrect, please email info@nassaufpa.com

LOCATION MAP



FERNANDINA PAVILION

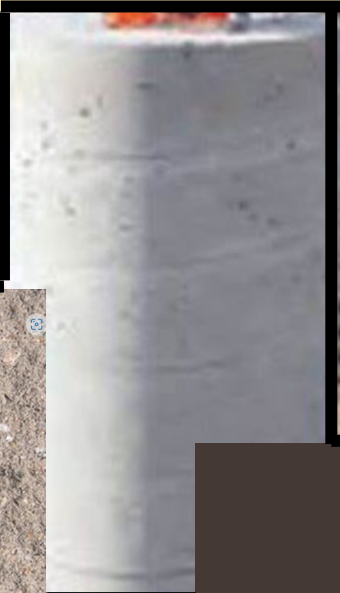
Material Selections - Representative Product Selections



5' ht Walls



Block Wall



1" Sonotube" Concrete Pier



Concrete Kitchen Wall



Kitchen / Bride Building Walls and Facia



Metal Garage Siding



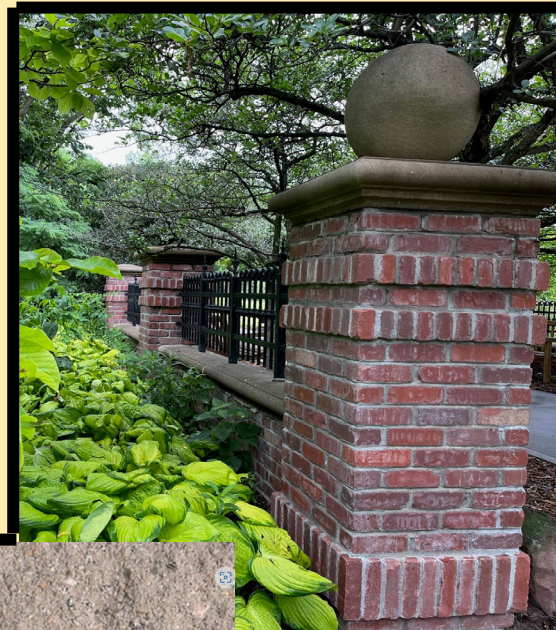
Adjacent Garage Building Walls & Door

FERNANDINA PAVILION

Material Selections - Garden



5' ht Walls



Wall Brick



Coquina



Pavers & Bench / Brick Wall



Block Wall



Pavers



Pergola & Wood Fence



Kitchen / Bride Building Walls and Facia



Conc. Walk w/ Brick Edge

MAP OF BOUNDARY & TOPOGRAPHIC SURVEY

ALL THAT CERTAIN LOT PIECE, OR PARCEL OF LAND SITUATE, LYING AND BEING IN THE CITY OF FERNANDINA BEACH, (FORMERLY NAMED FERNANDINA), COUNTY OF NASSAU AND STATE OF FLORIDA AND BEING FURTHER DESCRIBED ACCORDING TO THE OFFICIAL MAP OR PLAT OF SAID CITY (AS LITHOGRAPHED AND ISSUED BY THE FLORIDA RAILROAD COMPANY IN 1857 AND ENLARGED, REVISED AND REISSUED BY THE FLORIDA TOWN IMPROVEMENT COMPANY IN 1887 AND 1901) AS:

LOTS TWO (2) THROUGH FIVE (5), BLOCK NINE (9).

CERTIFIED TO:
TIM POYNTER

PROPERTY ADDRESS:
116 NORTH SECOND STREET
FERNANDINA BEACH, FLORIDA 32034



SITE BENCHMARK
NAIL & DISK SET IN WOOD POWER POLE
ELEVATION = 8.67' N.A.V.D. 1988
FIELD BOOK = X-354, PAGE 1B

SECOND STREET
(F-WAY)

E. OF ASPHALT ROAD

CONCRETE SIDEWALK

100.00'

FOUND 1/2" IRON ROD & CAP "OLDE ISLE LB 6756"

25' (P) (TYPICAL)

FOUND 3/8" IRON ROD

x7.4

90°

LOT 7

LOT 6

x7.9

125.00'

LOT 5
VACANT

LOT 4
VACANT

LOT 3
VACANT

x8.2

FOUND 1/2" IRON PIPE

90°

x9.2

FOUND 1/2" IRON PIPE

12" PM

FLOOD ZONE "AE 9"

FLOOD ZONE "X"

x9.6

2.1'

1.8'

SHED

100.00'

FENCE (ON LINE)

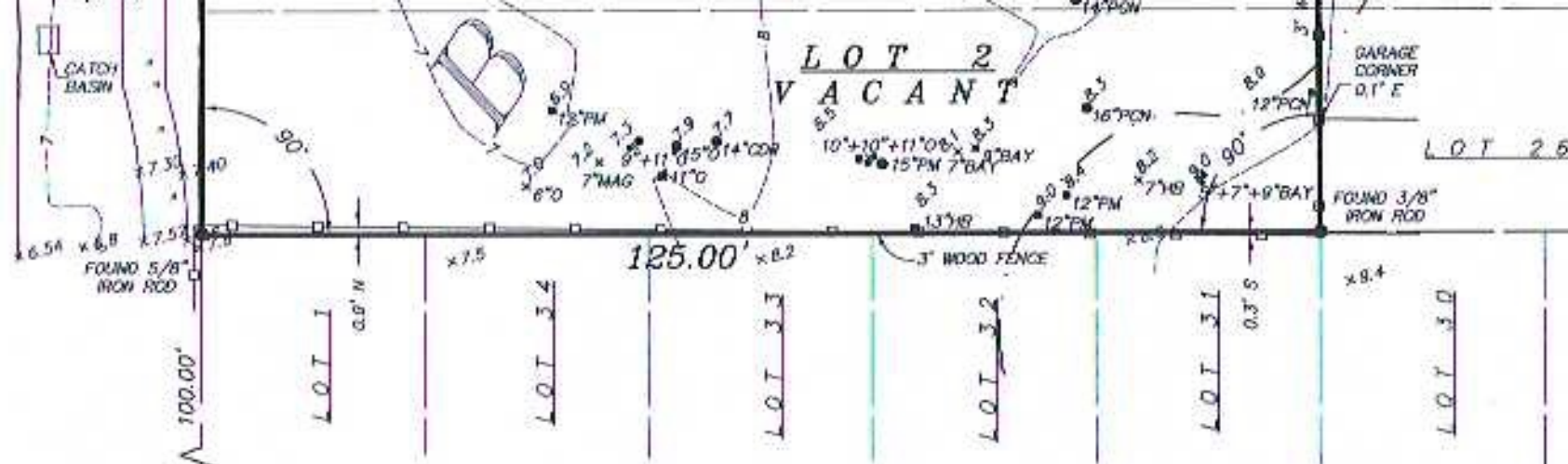
LOT 2.2

LOT 2.3

LOT 2.4

LOT 2.5

NORTH SE
(60' RIGHT)



ALACHUA STREET

SURVEY NOTES:

- 1) The "Legal Description" hereon is in accord with the description provided by the client.
- 2) Underground Improvements were not located or shown.
- 3) Lands shown hereon were not abstracted by this office for easements, rights-of-way, ownership or other instruments of record.
- 4) Internal lot angles shown hereon are based on recovered monumentation.
- 5) The property shown hereon lies within flood zone "X & AE 2" as per F.E.M.A. Flood Insurance Rate Map, Panel "12089C 0237 G", Dated "08/02/2017". Flood Zone Information listed above and shown on this survey is provided as a courtesy and is approximate at best. All data should be verified by Nassau County Building Department for accuracy. We assume no liability for its accuracy. Flood Zone information is not covered by the certification hereon and is not required to be shown per Chapter 5J-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes.
- 6) Site Benchmark is as shown hereon.
- 7) Elevations shown hereon refer to North American Vertical Datum of 1988. (N.A.V.D. '88)
- 8) The Reference Benchmark is a brass disk found in the Standard Marine Building. (Elevation = 10.11' N.A.V.D. 1988)

LEGEND

- = CONCRETE FLATWORK
- = WATER METER
- = WOOD OR VINYL FENCE
- = SEWER VALVE
- = CENTERLINE
- (P) = PLAT
- NAVD = NORTH AMERICAN VERTICAL DATUM

TREE LEGEND

- BAY = BAY TREE
- COR = CEDAR TREE
- HB = HACKBERRY TREE
- MAG = MAGNOLIA TREE
- O = OAK TREE
- PM = PALM TREE

TREE DISCLAIMER:

NUMBER OF TREES SHOWN ON SURVEY: 25

SPECIES OF TREES HAVE BEEN IDENTIFIED TO THE BEST OF OUR KNOWLEDGE AND BELIEF; HOWEVER MANZIE & DRAKE LAND SURVEYING WILL ASSUME NO LIABILITY, EXPRESSED OR IMPLIED, FOR THE CORRECTNESS OF SAID SPECIES IDENTIFICATION.

TREES HAVE BEEN LOCATED AS ACCURATELY AS POSSIBLE UNDER CURRENT CONDITIONS AND HAVE A POSITIONAL TOLERANCE OF APPROXIMATELY 2 TO 3 FEET. CRITICAL TREES SHOULD BE VERIFIED PRIOR TO CONSTRUCTION.

THE INFORMATION SHOWN HEREON MEETS THE STANDARDS OF PRACTICE SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.



MANZIE & DRAKE LAND SURVEYING

117 South Ninth Street, Fernandina Beach, FL 32034

(904) 491-5700 www.ManzieAndDrake.com

Certificate of Authorization Number "LB 7039"

"OUR SIGHTS ARE ON THE FUTURE,
SET YOUR SITES ON US."

SCALE: 1"=20' JOB NO: 21297 DATE: 08/19/2021 CADD: LP

F.B. NO: X-354 PAGE NO: 18 FIELD CREW: GS FILE NO: A-5458

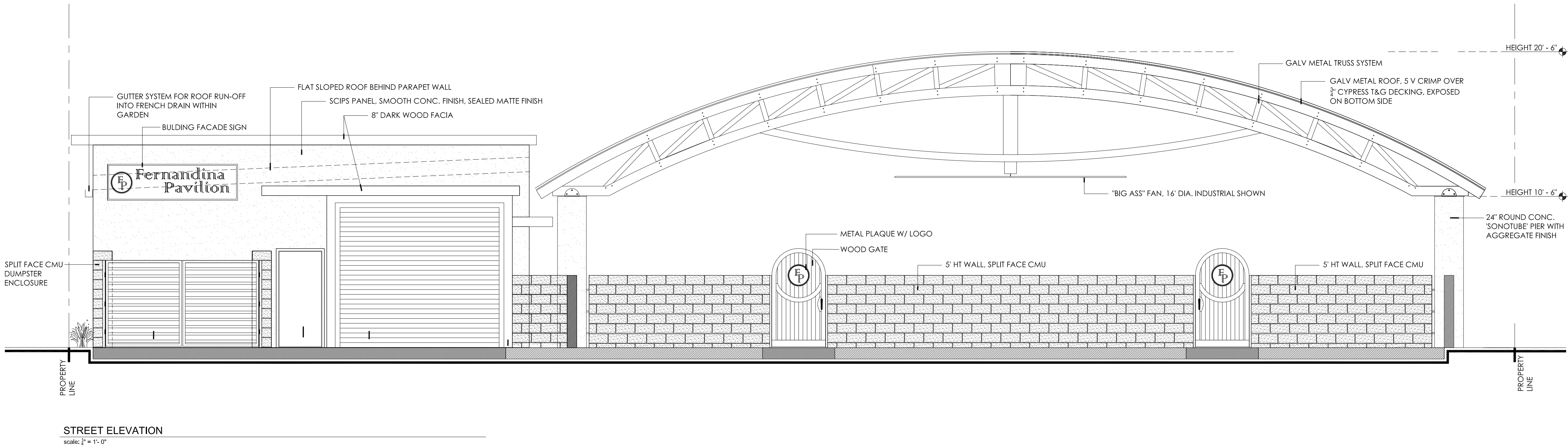
MICHAEL A. MANZIE, P.L.S. 4069

9/1/21



MULTI USE PAVILION

116 NORTH 2ND ST



GENERAL NOTES AND INFORMATION:

- DO NOT SCALE DRAWINGS.
- IF THE CONTRACTOR DISCOVERS DISCREPANCIES BETWEEN DRAWINGS AND THE CONDITIONS FOUND ON-SITE, CONFLICTING INFORMATION BETWEEN DRAWINGS, AND/OR CONFLICTING INFORMATION BETWEEN DRAWINGS OF THE VARIOUS DISCIPLINES; THE CONTRACTOR SHALL IMMEDIATELY CONSULT THE ARCHITECT / OWNER BEFORE PROCEEDING WITH THE WORK. SHOULD THE CONTRACTOR PROCEED WITH WORK BASED ON ASSUMED INTENT, CONFLICTING INFORMATION, AND/OR INCOMPLETE INFORMATION, HE/SHE DOES SO AT HIS/HER OWN RISK AND MAY BE HELD LIABLE FOR BOTH THE UNAPPROVED WORK AND ANY WORK TO RESTORE CONDITIONS TO THEIR ORIGINAL / INTENDED STATE.
- THESE DRAWINGS ARE BASED ON THE REASONABLY AVAILABLE INFORMATION AND READILY VISIBLE CONDITIONS AT THE TIME OF THE ARCHITECT'S SURVEY AND/ OR BEGINNING OF THE ARCHITECT'S WORK. THE CONTRACTOR SHALL IMMEDIATELY CONSULT THE ARCHITECT IF, UPON DIGGING OR IN THE CASE OF A REMODEL OR DEMOLITION, REMOVING EXISTING ELEMENTS, STRUCTURES, EQUIPMENT, AND/OR ASSEMBLIES AND UNDOCUMENTED CONDITIONS ARE DISCOVERED.
- MECHANICAL DUCT SIZING, VENT SIZING AND QUANTITY PER HVAC ENGINEER OR SUB CONTRACTOR. DESIGN SHOWN INDICATES INTENT TO ALIGN DIFFUSERS, NOT A SYSTEM DESIGN. SYSTEM TO BE DESIGNED BY ENGINEER OR QUALIFIED INSTALLER. CONSULT ARCHITECT IF NUMBER OF DIFFUSERS VARIES FROM NUMBERS SHOWN. TYP.
- PROVIDE SHOP DRAWINGS / CUT SHEETS FOR APPROVAL TO ARCHITECT / OWNER FOR ALL MILLWORK PRIOR TO FABRICATION.
- PROVIDE BLOCKING / REINFORCEMENT BEHIND ALL WALL MOUNTED MILLWORK.
- VERIFY APPLIANCE / EQUIPMENT SPECIFICATIONS AND SIZES W/ OWNER PRIOR TO FABRICATING ADJACENT MILLWORK OR MILLWORK TO RECEIVE APPLIANCES.
- KITCHEN EQUIPMENT SHOWN ARE BASIS-OF-DESIGN ONLY. COORDINATE ACTUAL PRODUCT SELECTIONS WITH OWNER / OWNER SUPPLIER.
- CONTRACTOR SHALL VISIT THE SITE DURING BIDDING AND SHALL FAMILIARIZE HIM OR HERSELF WITH THE EXISTING CONDITIONS.
- CONTRACTOR SHALL PROVIDE ALL NECESSARY PERMITS FOR THE WORK INDICATED.
- ALL WORK SHALL BE IN ACCORDANCE WITH CURRENT BUILDING CODE AND CURRENT FLORIDA FIRE PREVENTION CODE.
- WHERE APPLICABLE, ALL BLOCKING IN EXISTING FIRE RATED WALLS SHALL BE FIRE RETARDANT TREATED WOOD OR METAL STRAP TO PRESERVE ASSEMBLY FIRE RATING.
- PROVIDE BLOCKING / REINFORCEMENT BEHIND ALL GRAB BAR LOCATIONS.
- OWNER/CONTRACTOR SHALL COMMISSION A STRUCTURAL ENGINEER FOR ANY AND ALL WORK EFFECTING OR DESCRIBING LOAD-BEARING ASSEMBLIES. THE STRUCTURAL ENGINEER'S WORK IN REGARD TO MEMBER SIZES, STRUCTURAL CONNECTIONS, MEMBER SPANS, FOUNDATION ASSEMBLY, AND ALL OTHER ASPECTS OF THE WORK BEARING THE LOADS NECESSARY FOR THE SAFE AND FUNCTIONAL SOUNDNESS OF THE BUILDING SHALL SUPERSEDE THESE DRAWINGS AND BE IN COMPLIANCE WITH FLORIDA RESIDENTIAL BUILDING CODE.

DRAWING LIST

C-1	COVER SHEET
SP-1	SITE PLAN
L-1	LANDSCAPE PLAN
K-1	KITCHEN LAYOUT
B-1	BANQUET TABLE ANALYSIS
P-1	PICKLE BALL ANALYSIS

PARCEL INFORMATION:

PROPERTY LOCATION:
116 NORTH 2ND STREET

RE PARCEL #'S:
00-00-1800-0009-0020
00-00-1800-0009-0030
00-00-1800-0009-0040
00-00-1800-0009-0050

Land Use: CBD
Zoning: C-3
Proposed Use: Clubs, Public or Private;
Community and Recreation
Offstreet Parking - Not Required

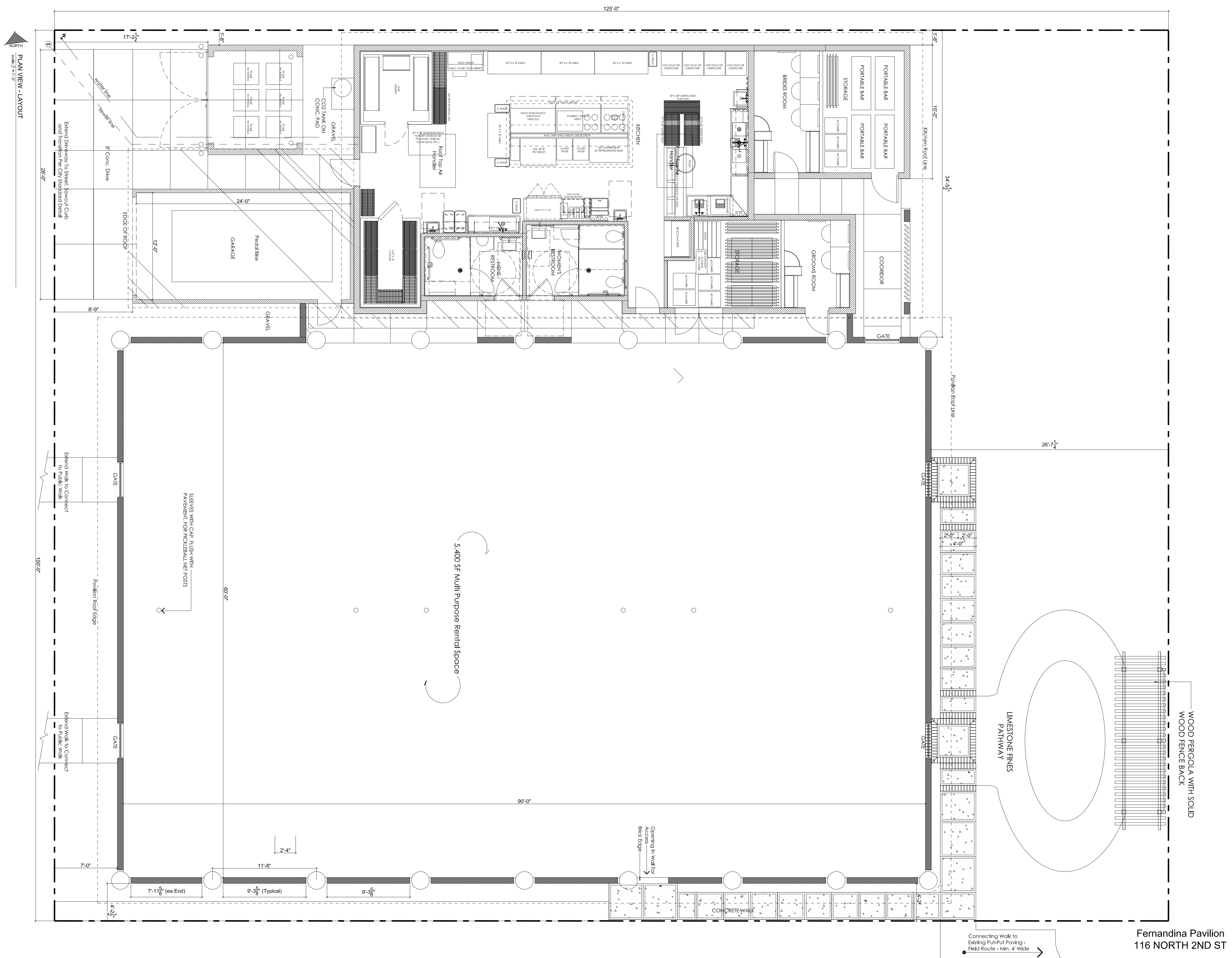
Fernandina Pavilion
116 NORTH 2ND ST

COVER SHEET

REVISIONS			
no.	description	by	date

SHEET:
DATE: August 10, 2022

C-1



PLAN VIEW - LAYOUT

STREET ELEVATION

SITE PLAN - FRONT ELEVATION RELATIONSHIP
SCALE: 1/4" = 1' - 0"

Fernandina Pavilion
116 NORTH 2ND ST

SP-1

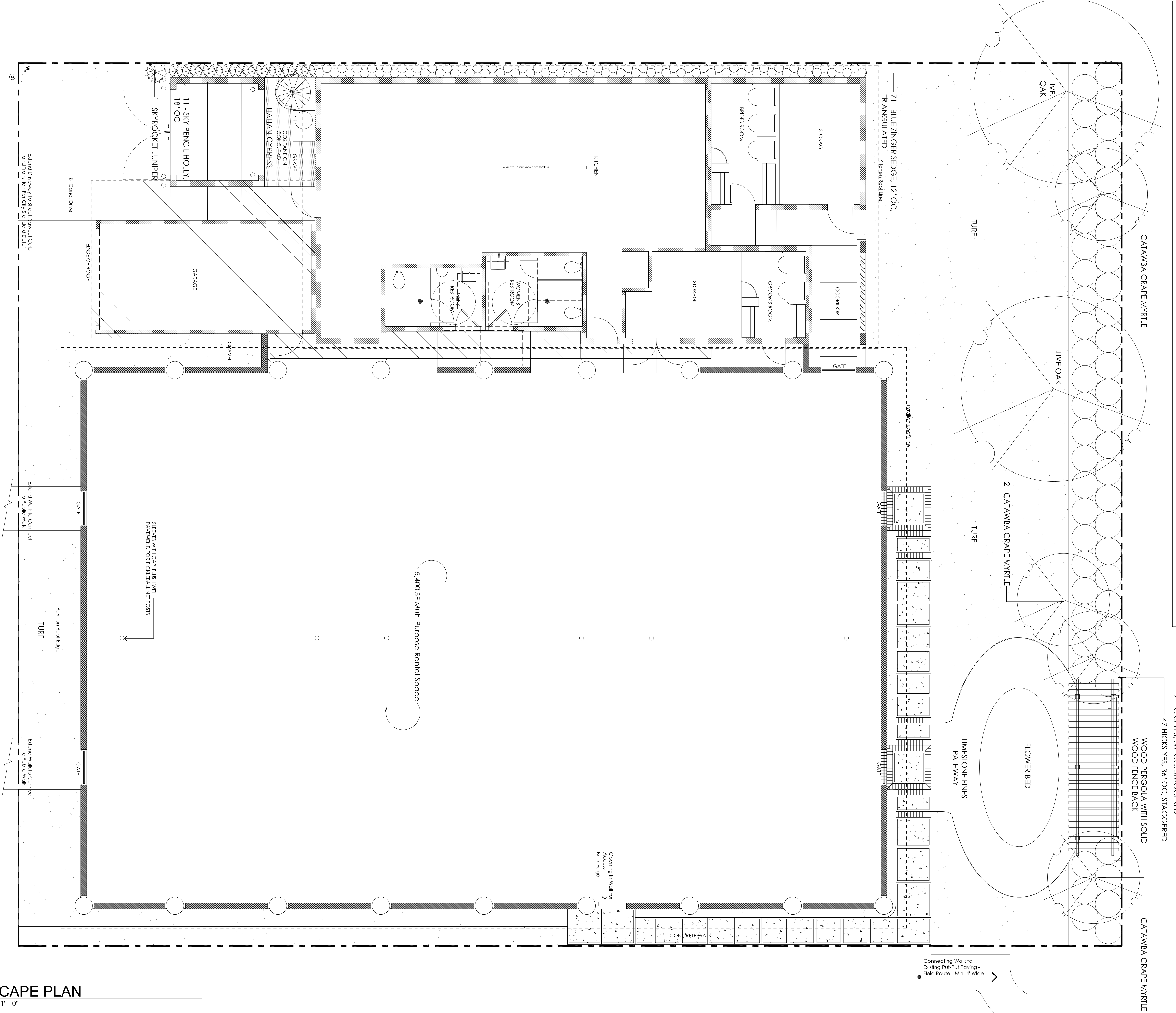
QTY	COMMON NAME	BOTANICAL NAME	SIZE	NOTES	Water Usage
2	Live Oak	Quercus virginiana	4" cal		Low
4	Catawba Grape Myrtle	Lagerstronia indica 'Catawba'	20 gal, 2.5 to 3" cal	multi trunk	Low
1	Italian Cypress	Cupressus sempervirens	15 gal, 6-7' ht		Low
1	Skyrocket Juniper	Juniperus scopulorum 'sky rocket'	7 gal, 3-4' ht		Low
11	Sky Pencil Holly	Ilex crenata 'sky pencil'	15 gal, min. 4' ht	Plant 18" oc	Low
71	Blue Zinger Sedge	Carex flacca 'blue zinger'	1 gal	Plant 12" , triangulated	Medium
	Turf	Stenotaphrum secundatum 'Captive Sod'			Medium

PLANTING NOTES:

- All work shall be coordinated with the work of other trades.
- Locate and flag all underground utilities prior to any construction. Any damage to utilities or other site improvements caused by Contractor shall be repaired at no cost to Owner.
- All plant materials shall conform to American Standards for Nursery Stock (A.S.N.S.), latest edition, published by the American Association of Nurserymen, Washington, D.C., Grade #1 or better.
- Larger sized plant material of the species listed may be used if the stock conforms to the A.S.N.S. No species substitution will be allowed.
- All plant material shall be guaranteed to be in a live and healthy growing condition for two Augusts after final project acceptance or shall be replaced free of charge with the same grade and species.
- Contractor shall be responsible for maintaining all plant material during construction and after project completion through the first August 31st.
- The locations of plant material is critical and shall be installed as indicated on the Drawings. Contractor shall stake location of trees, shrubs and beds and obtain approval of Landscape Architect prior to installation.
- Field adjustments may be necessary based upon field conditions (ie soil and top soil conflict). All adjustments must be approved by Landscape Architect.
- The Contractor shall remove all construction debris and materials injurious to plant growth from planting pits and beds prior to backfilling with planting mix.
- Contractor shall fine grade any sod, seed and planting bed areas to relief positive drainage. Drain all landscape areas away from buildings at a min. 2" drop per 10' run.
- Mulch shall be shredded hardwood or cypress bark. Spread to min. 3" depth per the planting details.
- Planting soil shall be 1/3 clean topsoil, 1/3 sand, and 1/3 compost. Mix and place to 8" depth or as shown.
- All landscape areas to be irrigated, provide moisture sensing controller

Fernandina Pavilion
116 NORTH 2ND ST

L-1



LANDSCAPE PLAN
SCALE: 1/4" = 1' - 0"



SHEET: **B.**
DATE: August 10, 2022

B-1



SITE PLAN PICKLEBALL LAYOUT ANALYSIS

SHEET: **P.**
DATE: August 10, 2022

P-1







HISTORIC DISTRICT COUNCIL STAFF REPORT

HDC 2022-0064

AUGUST 18, 2022

Owner/Applicant:	Tuff Shed Inc., agent for Nancy L. Corliss Chapin Trust, owner
Property Address:	301 S. 7 th Street
Current zoning:	R-2
FLUM land use category:	Medium Density Residential
Existing uses on the site:	Single Family Home
FL Master Site File #	8NA00466
Year Built:	c. 1926
Contributing Status:	Contributing
Requested action:	Certificate of Approval (COA) to demolish existing metal shed and install a pre-manufactured shed in rear yard. (Quasi-Judicial)

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





SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is seeking approval to demolish an existing, non-conforming metal shed and construct a 12’x12’ Tuff Shed in the rear yard.

APPLICABLE GUIDELINES:

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

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

7	Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.	☐	☐	☒
8	Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.	☒	☐	☐
9	New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.	☒	☐	☐
10	New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.	☒	☐	☐

ANALYSIS:

The proposed Tuff Shed will be 12' x 12' in size and set on a pier foundation. The shed will feature a dimensional shingle roof (*weathered wood*) and cementitious horizontal lap siding (*seastone w/delicate white trim*). The proposed accessory structure meets requirements for height, setback, scale and massing.

STAFF RECOMMENDATION:

Staff finds that the requested action, as presented, is substantially consistent with the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Guidelines.

Staff recommends:

APPROVAL of HDC 2022-0064

MOTION TO CONSIDER:

I move to approve or deny HDC case number 2022-0064 with or without conditions;

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

That HDC case 2022-0064, as presented, **is or is not** substantially compliant with the Comprehensive Plan, the Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Guidelines to warrant **FINAL** approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2022-0064 Application & Backup Materials
EXHIBIT 2 FMSF 8NA0046

Respectfully Submitted,



Salvatore J. Cumella
Historic Preservation Planner

Historic District Council (HDC) Certificate of Approval (COA) Application
- Submission #9599

Date Submitted: 7/20/2022

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

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

Fees

☐ Certificate of Approval (COA): Staff Review \$25

☒ Certificate of Approval (COA): Board Review - Residential Single Family \$250

☐ Certificate of Approval (COA): Board Review - Commercial/Multi-Family/2 or more Residential Units/Mixed Use \$400

☐ Demolition of a Primary Structure â€œ Non-Contributing \$1,500

☐ Demolition of a Primary Structure â€œ Contributing \$7,500

☐ After-the-Fact Certificate of Approval (COA): Staff Review \$100

☐ After-the-Fact Certificate of Approval (COA): Board Review \$1,500

☐ Amendment to Previously Approved COA - First Amendment Free, Subsequent Amendments = 1/2 cost of original fees

Basis for Review

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

hdc 2022



IMPORTANT NOTES

Conceptual Approvals

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

Pre-Application Meeting

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

Application Requirements

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

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

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

The LDC is Available for Review at

www.fbfl.us/LDC

Appeals

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

PROJECT TYPE*

Addition

APPROVAL TYPE*

Board Approval: Final

See [Certificate of Approval Matrix](#) for details

Previously Approved Case

Have you met with a planner for a pre-application meeting?*

Yes

What was the date of your pre-application meeting?*

7/20/2022

Please apply for a required pre-application meeting using the following link:

[HDC Pre-Application Meeting Request](#)

PROPERTY INFORMATION

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

Historic District*

Downtown

Site Address*

301 S. 7th Street

City*

Fernandina Beach

State*

FL

Zip Code*

32034

Parcel ID #(s)*

00-00-31-1800-0127-0081

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name*

Nancy L. Corliss

Last Name*

Chapin Trust

Mailing Address*

44715 Audubon Square Apt 518

City*

Ashburn

State*

VA

Zip Code*

20147

Telephone Number*

904-568-4317

E-mail Address*

nana2.burgess@gmail.com

OWNER'S AGENT

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

Is there an agent other than the owner representing this project?*

Yes

First Name*

Tom

Last Name*

Saurey

Company (if applicable)

Tuff Shed Inc.

Street Address

1777 S. Harrison Street

City

Denver

State

CO

Zip

80210

Telephone Number

407-253-5288

E-mail Address

mhiggins@tuffshed.com

Project Description*

This will be a shed about 9 x 12 and will be placed appropriately in the back yard of the home. There is an existing run-down metal shed there, which will be torn down and the new wooden shed placed in that area of the lot. The current resident will be choosing an appropriate building with color, materials and that would blend with the historic nature of the neighborhood.

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

Design Vision Statement*

This will be a shed about 9 x 12 and will be placed appropriately in the back yard of the home. There is an existing run-down metal shed there, which will be torn down and the new wooden shed placed in that area of the lot. The current resident will be choosing an appropriate building with color, materials and that would blend with the historic nature of the neighborhood.

For New Construction: Please write a brief design statement explaining the architectural style of your project; what its design draws inspiration from; and how it is architecturally compatible with the surrounding historic neighborhood.

Requirements for Demolition Applications

Per LDC 8.03.03.01

1. Does the structure or site meet national, state, or local criteria for designation?

2. Is the structure or site a contributing structure or site to a locally designated or National Register historic district?

3. Would the loss of the structure or site deteriorate the quality or continuity of the historic district, or the surrounding neighborhood?

4. Is the structure or site is of such design, crafts manship, or material that it could be reproduced only with great difficulty and/or expense?

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

6. Would the removal of the structure or site destroy the historic relationship between structures or open space?

7. Would retention of the structure or site promotes the general welfare of the City by providing an opportunity for study of local history, architecture, and design, or by developing an understanding of the importance and value of a particular culture and heritage?

8. Have the applicants made good faith efforts to pursue alternatives to demolition?

9. Will the applicant be denied a reasonable return on his or her investment

10. Is there an economic hardship for the applicant as demonstrated by requirements in Section 8.03.06?

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

MATERIALS

List all proposed materials and colors, as applicable

EXTERIOR FABRIC

Manufacturer	Product Description	Color
		(Name/Number)

DOORS

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

WINDOWS

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

ROOFING

Manufacturer	Product Description	Color
		(Name/Number)

FASCIA/TRIM

Manufacturer	Product Description	Color
		(Name/Number)

FOUNDATION

Manufacturer	Product Description	Color
		(Name/Number)

SHUTTERS

Manufacturer	Product Description	Color
		(Name/Number)

PORCH/DECK

Manufacturer	Product Description	Color
		(Name/Number)

FENCING

Manufacturer	Product Description	Color
		(Name/Number)

DRIVEWAYS/SIDEWALKS

Manufacturer	Product Description	Color
		(Name/Number)

SIGNAGE

Manufacturer	Product Description	Color
		(Name/Number)

OTHER

Manufacturer	Product Description	Color
		(Name/Number)

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

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

Certification*

☒

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

☒

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City’s website approximately one week before the Historic District Council meeting.
5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.

7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.

8. I/We understand that any decision of the HDC may be appealed to the City Commission, with the exception of variances, which may be appealed to a court of record as outlined in Section 10.02.04(D) of the Land Development Code. Petitions to appeal shall be presented within thirty (30) days after the decision of the HDC; otherwise the decision of the HDC will be final.

9. I/We understand that Certificates of Approval are only valid for one (1) year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.

Applicant First Name*

Applicant Last Name*

Today's Date*



DEPARTMENT OF PLANNING & CONSERVATION

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

Please make sure to disable pop-up blocker in order to submit.

From: [Troy Courtney](#)
To: [Sylvie McCann](#)
Subject: FW: Online Form Submittal: Historic District Council (HDC) Certificate of Approval (COA) Application
Date: Tuesday, June 7, 2022 1:12:54 PM
Attachments: [image988469.png](#)
[image192568.png](#)
[image098057.png](#)
[Builder's Helper - 05311526-5301454.pdf - 00820297.pdf](#)
[chapin site plan.pdf](#)

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender, were expecting this email, and know the content is safe.

Good afternoon,

I am the permit tech with tuff shed. Nancy just emailed me saying she needed a couple of things to get the COA for her storage shed. I have attached a copy of the builders helper and an site plan. If anything else is needed please let me know and I will get it over to you.

Thank you and have a great day

From: Nancy Burgess <nana2.burgess@gmail.com>
Sent: Tuesday, June 7, 2022 1:06 PM
To: Troy Courtney <TCourtney@tuffshed.com>; Nancy Burgess <nana2.burgess@gmail.com>
Subject: Fwd: Online Form Submittal: Historic District Council (HDC) Certificate of Approval (COA) Application

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here is the info

----- Forwarded message -----

From: **Sylvie McCann** <smccann@fbfl.org>
Date: Mon, May 2, 2022 at 2:43 PM
Subject: RE: Online Form Submittal: Historic District Council (HDC) Certificate of Approval (COA) Application
To: meandwendylee@comcast.net <meandwendylee@comcast.net>
Cc: nana2.burgess@gmail.com <nana2.burgess@gmail.com>, Sylvie McCann <smccann@fbfl.org>

Good afternoon,

We received the application for a HDC Certificate of Approval for a shed.

You must include the information about the shed showing the material and color along with a survey of the property in order for us to proceed with the review.

I will old this application until I receive your documentation.

Thank you so much.

Sylvie McCann
Administrative Coordinator
City of Fernandina Beach
204 Ash Street

Fernandina Beach, FL 32034
Main: (904) 310-3480 | Direct: (904) 310-3486 | smccann@fbfl.org
www.fbfl.us



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

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

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

Sent: Monday, May 2, 2022 2:06 PM

To: Planning Info <planninginfo@fbfl.org>

Subject: Online Form Submittal: Historic District Council (HDC) Certificate of Approval (COA) Application

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender, were expecting this email, and know the content is safe.

Historic District Council (HDC) Certificate of Approval (COA) Application

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

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

Fees

Certificate of Approval (COA): Staff Review \$25

Basis for Review

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

IMPORTANT NOTES

Conceptual Approvals

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

Pre-Application Meeting

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

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

Application Requirements	<i>Field not completed.</i>
--------------------------	-----------------------------

Please see the Land Development Code (LDC) for detailed information:	<i>Field not completed.</i>
--	-----------------------------

The LDC is Available for Review at	www.fbfl.us/LDC
------------------------------------	--

Appeals

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

PROJECT TYPE	New Construction
--------------	------------------

APPROVAL TYPE	Staff Approval
---------------	----------------

PROPERTY INFORMATION	Property information can be found at the Nassau County Property Appraiser's website → Map Search
----------------------	--

Historic District	Downtown
-------------------	----------

Site Address	301 S 7th Street
--------------	------------------

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

State	FL
-------	----

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

Parcel ID #(s)	00-00-31-1800-0127-0081
----------------	-------------------------

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name	Nancy
------------	-------

Last Name	Chapin
-----------	--------

Mailing Address	44715 Audubon Square Apt 518
-----------------	------------------------------

City	Ashburn
------	---------

State	VA
-------	----

Zip Code	20147
----------	-------

Telephone Number	7034313176
------------------	------------

E-mail Address nana2.burgess@gmail.com

OWNER'S AGENT

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

Is there an agent other than the owner representing this project? Yes

First Name James

Last Name Lepkowski

Company (if applicable) *Field not completed.*

Street Address 301 S 7th Street

City Fernandina Beach

State FL

Zip 32034

Telephone Number 9046240193

E-mail Address meandwendylee@comcast.net

Project Description This will be a shed about 9 x 12 and will be placed appropriately in the back yard of the home. There is an existing run-down metal shed there, which will be torn down and the new wooden shed placed in that area of the lot.

The current resident will be choosing an appropriate building with color, materials and that would blend with the historic nature of the neighborhood.

Design Vision Statement The shed will be purchased already built from a vendor in Yulee. It will be placed on a foundation and secured to that foundation. We will submit the brochure with design and other information once that is purchased.

Requirements for Demolition Applications
Per LDC 8.03.03.01

MATERIALS

List all proposed materials and colors, as applicable

EXTERIOR FABRIC

Manufacturer N/A

Product Description *Field not completed.*

Color *Field not completed.*

DOORS

Manufacturer	N/A
Product Description	<i>Field not completed.</i>
Color	<i>Field not completed.</i>

WINDOWS

Manufacturer	N/A
Product Description	<i>Field not completed.</i>
Color	<i>Field not completed.</i>

ROOFING

Manufacturer	N/A
Product Description	<i>Field not completed.</i>
Color	<i>Field not completed.</i>

FASCIA/TRIM

Manufacturer	N/A
Product Description	<i>Field not completed.</i>
Color	<i>Field not completed.</i>

FOUNDATION

Manufacturer	N/A
Product Description	<i>Field not completed.</i>
Color	<i>Field not completed.</i>

SHUTTERS

Manufacturer	N/A
Product Description	<i>Field not completed.</i>
Color	<i>Field not completed.</i>

PORCH/DECK

Manufacturer	N/A
Product Description	<i>Field not completed.</i>
Color	<i>Field not completed.</i>

FENCING

Manufacturer	N/A
Product Description	<i>Field not completed.</i>
Color	<i>Field not completed.</i>

DRIVEWAYS/SIDEWALKS

Manufacturer	N/A
Product Description	<i>Field not completed.</i>
Color	<i>Field not completed.</i>

SIGNAGE

Manufacturer	N/A
Product Description	<i>Field not completed.</i>
Color	<i>Field not completed.</i>

OTHER

Manufacturer	N/A
Product Description	<i>Field not completed.</i>
Color	<i>Field not completed.</i>

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

Upload 1	<i>Field not completed.</i>
Upload 2	<i>Field not completed.</i>
Upload 3	<i>Field not completed.</i>
Upload 4	<i>Field not completed.</i>
Upload 5	<i>Field not completed.</i>
Upload 6	<i>Field not completed.</i>
Upload 7	<i>Field not completed.</i>
Upload 8	<i>Field not completed.</i>

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.

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Applicant First Name	Nancy
----------------------	-------

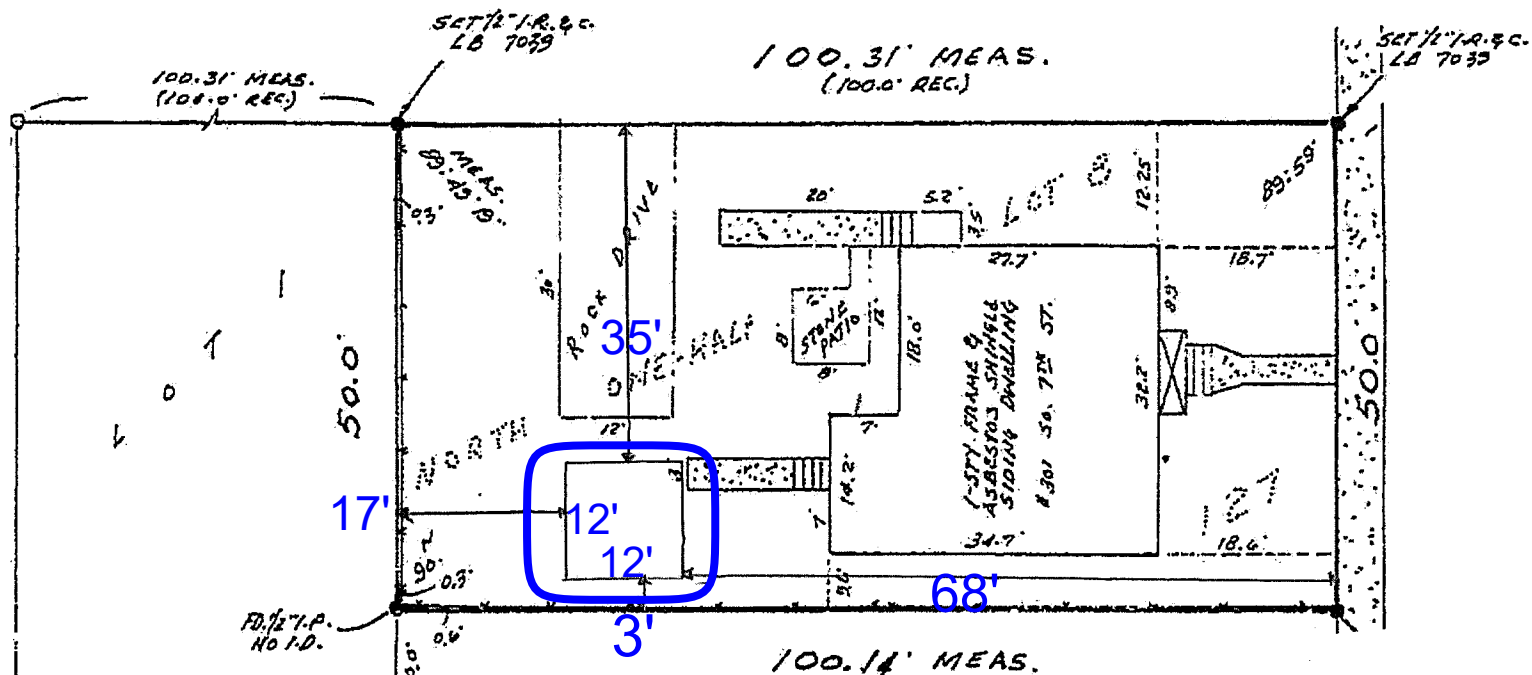
Applicant Last Name	Chapin
---------------------	--------

Today's Date	5/2/2022
--------------	----------

DEPARTMENT OF PLANNING & CONSERVATION
204 Ash Street | Fernandina Beach Florida 32034 | 904 310-3480 |
www.fbfl.us/planning

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Email not displaying correctly? [View it in your browser.](#)



301 S 7th St Fernandina Beach, FL 32034
 00-00-31-1800-0127-0081
 Nancy Chapin

Proposed Shed
 12x12 wood shed
 Not on concrete
 h=10'8"

VEY NOTES:

The "Legal Description" hereon is in accord with the description provided by the client.

Underground improvements were not located or shown.

Boundaries shown hereon were not abstracted by this office for easements, rights-of-way, ownership or other instruments of record.

Bearings and/or angles shown hereon are relative to those shown on the plat referenced in the legal description. The bearing reference line is indicated as thus (BR).

Ownership, if applicable, has not been determined by this office. Fences are drawn out of scale in order to accentuate their relationship to the property lines. Fences are not deemed to be encroachments unless ownership is apparent.

Unless it bears the signature and the original raised seal of a Florida licensed surveyor and mapper, this map/report is for informational purposes only and is not valid.

The property shown hereon lies within flood zone "X" as shown on F.E.M.A. Flood Insurance Rate Map, Panel 120172 0004 E, dated 5-18-92.

Unless otherwise noted Measured angles and distances are the

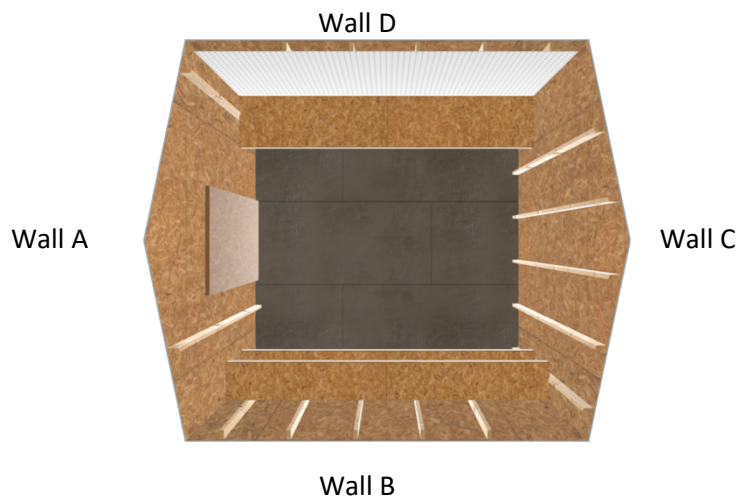
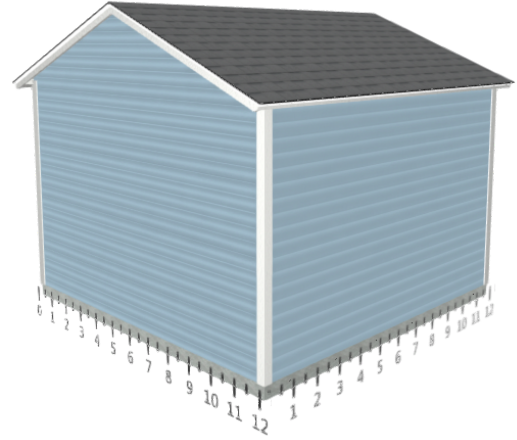
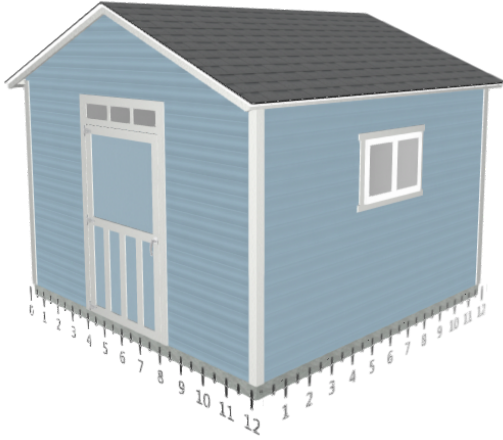
CERTIFIED TO:

Nancy Chapin
 Washington Mutual Bank, FA
 Key Title & Escrow
 First American Title Insurance

S.S. = STAINLESS STEEL

LEGEND

B.R.L. = BUILDING RESTRICTION LINE	B.P. = BORN PINE	P.C.B. = PLASTIC CONCRETE BLOCK
CALC. = CALCULATED	C.R. = CONCRETE REINFORCED	P.D.C. = PLASTIC CONCRETE BLOCK
C.B.S. = CONCRETE BLOCK STRUCTURE	L.P. & C. = IRON ROD W/ PLASTIC CAP	P.R.C. = PLASTIC CONCRETE BLOCK
C = CENTERLINE	L = LENGTH	P.R.M. = PLASTIC REINFORCED MASONRY
CH = CHORD	MEAS = MEASURED	P.J. = POINT
C.M. = CONCRETE MONUMENT	N & TT = NAIL & TIN TAB	R = RADIUS
CONC. = CONCRETE	N & W = NAIL & WASHER	R/W = RIGHT OF WAY
D.E. = DRAINAGE EASEMENT	N.G.V.D. = NATIONAL GEODETIC VERTICAL DATUM	R.I.N. = RIGHT OF INCH
D/F = DRAIN FIELD	N.T.S. = NOT TO SCALE	S/T = SET POINT
E = EASEMENT	B.R. = BEARING REFERENCE	U.E. = UTILITY EASEMENT
EASE. = EASEMENT	O.R.B. = OFFICIAL RECORD BOOK	U = UTILITY
	P.B. = PLAT BOOK	U.C. = UTILITY CENTERLINE



Base Details

Building Size & Style

Premier Pro Tall Ranch - 12' wide by 12' long

Door

4' x 6'7" Single Shed Door, Left Hinge Placement, Wainscot

Paint Selection

Base: Seastone, Trim: Delicate White

Roof Selection

Weathered Wood Dimensional Premium Shingle

Drip Edge

White

Is a permit required for this job?

Yes

Who is pulling the permit?

Tuff Shed

Options Details

High Wind

High Wind - Retail

Windows

3'x2' Insulated Horizontal Sliding Window

Transoms

3 Ea Transom Window (16"x8")

Walls

399 Sq Ft House Wrap
399 Sq Ft Horizontal Cement Lap Siding

Floor and Foundation

6 Ea Shed Anchor into Dirt - Auger or MR88

Interior

24 Lin Ft Shelving - 16" deep
12 Lin Ft 24" Workbench
53 Sq Ft Pegboard
12 Lin Ft Shelving - 12" deep

Shelving Locations

Shelving on Side B at 39", 60".

Workbench And Pegboard And Shelf Locations

Workbench on Side D at 39".

Jobsite/Installer Details

Do you plan to insulate this building after Tuff Shed installs it?

Yes

Is there a power outlet within 100 feet of installation location?

Yes

The building location must be level to properly install the building. How level is the install location?

Within 4" of level

Will there be 18" of unobstructed workspace around the perimeter of all four walls?

Yes

Can the installers park their pickup truck & trailer within approximately 200' of your installation site?

Yes

Substrate Shed will be installed on?

Grass



Nancy Burgess
301 S 7th st
Fernandina Beach FL 32034
Q-1646914

Shelf on Side D at 20".
Half Wall Pegboard on Side D at 39".
Custom Services
Rip and Haul

Signature: _____ Date: _____



HISTORICAL STRUCTURE FORM

Electronic Version 1.1.0

Site #8 **NA00466**

Recorder # **315**

Field Date **3/20/2007**

Form Date **3/30/2007**

FormNo **200703**

FormNo = Field Date (YYYYMM)

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

GENERAL INFORMATION

Site Name (address if none) **301 south 7th St**

Multiple Listing (DHR only)

Other Names

>>

Survey or Project Name

Survey#

National Register Category **Building(s)**

LOCATION & IDENTIFICATION

Address

Street No.	Direction	Street Name	Street Type	Direction Suffix
301	South	7th	Street	

Cross Streets (nearest/ between)

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

In Current City Limits? **YES**

County **Nassau**

Tax Parcel #(s)

Subdivision Name

Block

Lot

Ownership

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

Route to (especially if no street address)

MAPPING

USGS 7.5' Map Name

Publication Date

>> **FERNANDINA BEACH;2003**

Township:

Range:

Section:

1/4 section:

>> **3N ;28E ;23;UNSP**

Irregular Section Name:

Landgrant

UTM: Zone

Easting

Northing

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

DESCRIPTION

Style **Frame Vernacular**

Other Style

Exterior Plan **Irregular**

Other Exterior Plan

Number of Stories **1**

Structural System(s)

>>

Wood frame

Other Structural System(s)

Foundation Type(s)

>>

Piers

Other Foundation Types

Foundation Material(s)

>>

Brick

Other Foundation Material(s)

Exterior Fabric(s)

>>

Drop siding

Other Exterior Fabric(s)

Roof Type(s)

>>

Gable

Other Roof Type(s)

Roof Material(s)

>>

Composition shingles

Other Roof Material(s)

Roof Secondary Structure(s) (dormers etc)

>>

Cross gable

Other Roof Secondary Structure(s)

Number of Chimneys **1**

Chimney Material **Brick**

Other Chimney Material(s)

Chimney Location(s) **central ridge**

HISTORICAL STRUCTURE FORM

8NA00466

DESCRIPTION (continued)

Window Descriptions 1/1 gb

Main Entrance Description (stylistic details)

Porches: #open _____ #closed _____ #incised _____ Location(s) _____

Porch Roof Types(s)

Exterior Ornament

Interior Plan

Other Interior Plan

Condition Good

Structure Surroundings

Commercial: _____ Residential: MOSTly this category

Institutional: _____ Undeveloped: _____

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

Archaeological Remains (describe): none

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

Narrative Description (optional)

HISTORY

Construction year 1945

Architect (last name first): _____

Builder (last name first): _____

Changes in Locations or Conditions

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

Structure Use History

Use _____ Year Use Started _____ Year Use Ended _____ >> Private residence;1945;

Other Structure Uses _____

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

RESEARCH METHODS

Research Methods _____ >> FL Master Site File-Cultural Resources

Other research methods _____

SURVEYOR'S EVALUATION OF SITE

Potentially Eligible for a Local Register?

Name of Local Register if Eligible _____

Individually Eligible for National Register? NO

Potential Contributor to NR District? YES

Area(s) of historical significance

>> Community planning & development

Other Historical Associations

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

HISTORICAL STRUCTURE FORM

8NA00466

DOCUMENTATION (Photos, Plans, etc.)

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

Document type: _____

Maintaining Organization: _____

File or Accession #: _____

Descriptive Information: _____

>> _____

RECORDER INFORMATION

Recorder Name (Last, First) Bland, MylesRecorder Address / Phone 7035 Phillips HWY Ste. 5-129 Jacksonville, FL 904-448-4429Recorder Affiliation Bland & Associates, Inc Other Affiliation _____Is a Text-Only Supplement File Attached (Surveyor Only)? NO

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

Cultural Resource Type: SSElectronic Form Used: S110Form Type Code: NORMForm Quality Ranking: NEWForm Status Code: SCAT

SHPO's Evaluation of Resource

Date _____

Supplement Information Status: NO SUPPLEMENTSupplement File Status: NO SUPPLEMENT FILE

FMSF Staffer: _____

Computer Entry Date: 6/4/2007Form Comments: _____

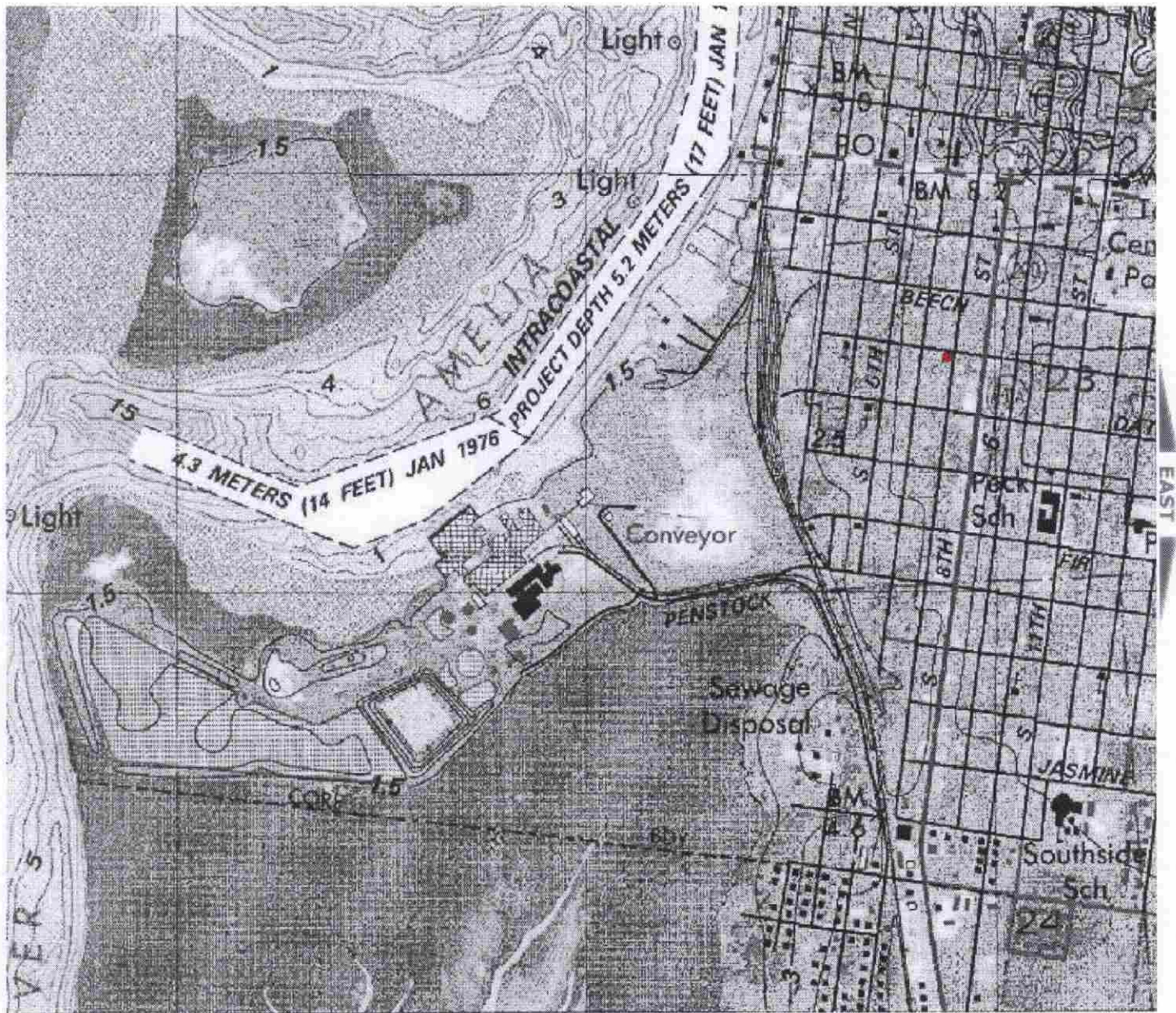
REQUIRED PAPER ATTACHMENTS

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

NA00466-200703

Supplementary Printout

- > **USGS map name/year of publication or revision:**
FERNANDINA BEACH;2003
- > **Township/Range/Section/Qtr:**
3N ;28E ;23;UNSP
- > **Structural system(s):**
Wood frame
- > **Foundation types:**
Piers
- > **Foundation materials:**
Brick
- > **Exterior fabrics:**
Drop siding
- > **Roof types:**
Gable
- > **Roof materials:**
Composition shingles
- > **Roof secondary structures (dormers etc):**
Cross gable
- > **Change status/year changed/date noted/nature:**
- > **Original, intermediate, present uses/year started/year ended:**
Private residence;1945;
- > **Research methods:**
FL Master Site File-Cultural Resources
Examine local property records
Pedestrian
- > **Area(s) of historical significance:**
Community planning & development
- > **Repositories: Collection/Housed/Accession#/Describe**
- > **[Other name(s)]:**

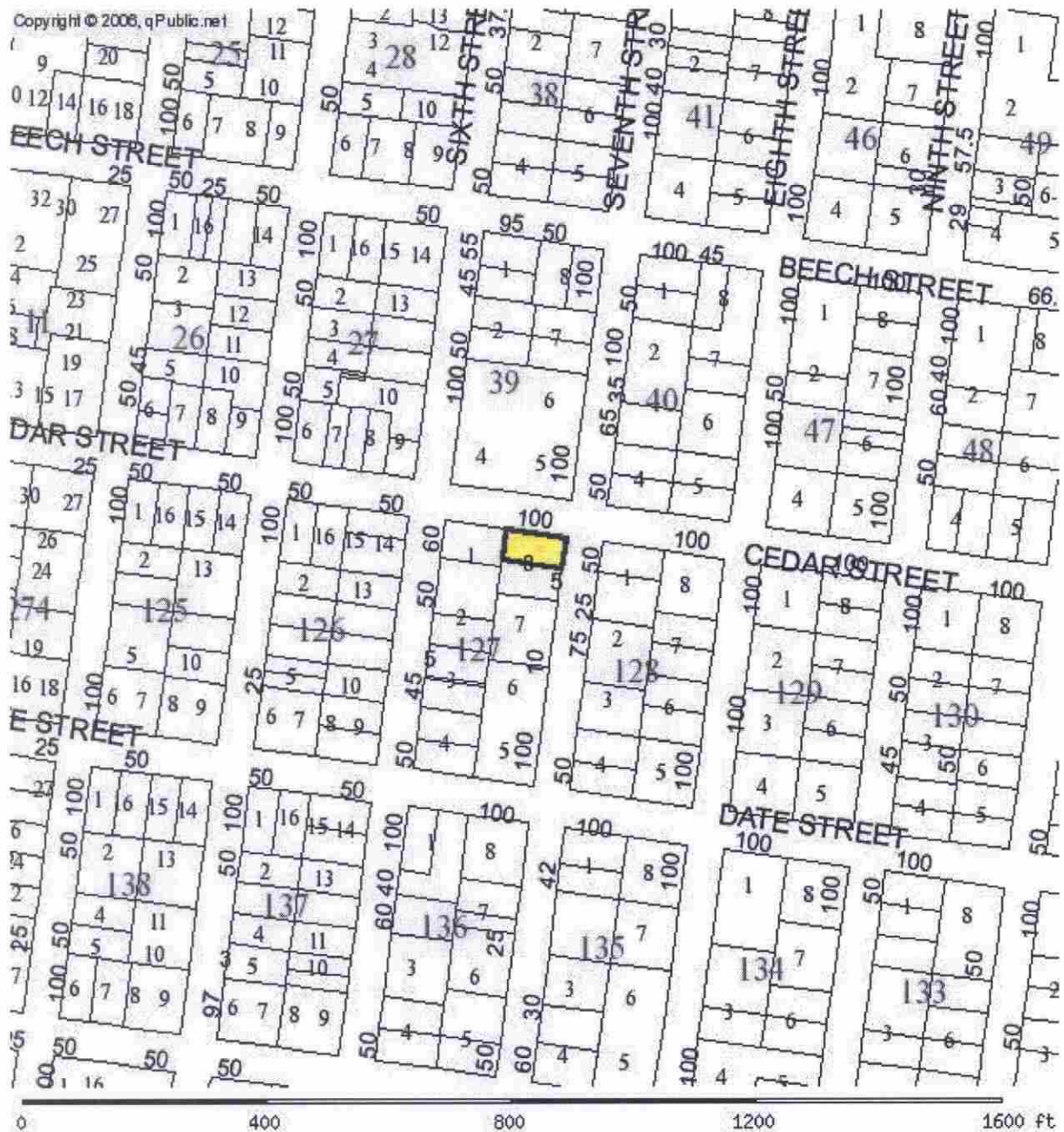


NA466

315

315

NA466



PARCEL INFORMATION TABLE	
Selected Parcel	00-00-31-1800-0127-0081
GIS CALCULATED ACREAGE	0.11
Property Use	SINGLE FAM
Land Use	SFR
OWNERSHIP INFORMATION	
Name	CHAPIN NANCY C
Mailing Address	114 SLACK LANE NE LEESBURG, VA 20176
Situs/Physical Address	301 SOUTH 7TH ST
2006 PROPOSED VALUES	
Land Value	75,000
Ag Land Value	0

FLORIDA MASTER SITE FILE
Site inventory Form

SITE NO. 8 NA 466

SURVEY DATE: 09/30/85

SITE NAME: 301 S. 7th St.
ADDRESS OF SITE: 301 S. 7th St.
INSTRUCTION FOR LOCATING: N/A

LOCATION: City of Fernandina Beach 127 8
Subdivision Name Block No. Lot No.

COUNTY: Nassau

DISTRICT NAME IF APPLICABLE: Fernandina Beach Historic

OWNER OF SITE: NAME:

ADDRESS:

ADDRESS:

TYPE OF OWNERSHIP: private

RECORDING DATE: / /

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

ADDRESS: P. O. Box 1002
St. Augustine, FL 32084

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

EXCELLENT x ALTERED
GOOD UNALTERED
x FAIR x ORIGINAL SITE
DETERIORATED RESTORED: / /
MOVED: / /

ORIGINAL USE pvt.residence
PRESENT USE pvt.residence
DATES c.+ 1926
CULTURE/PHASE American
PERIOD: 20th Century

NR CLASSIFICATION CATEGORY: building

DATE LISTED ON NR: / /

THREATS TO SITE: Check one or more

ZONING

DEVELOPMENT

DETERIORATION

BORROWING

OTHER (See Remarks Below)

TRANSPORTATION

FILL

DREDGE

AREAS OF SIGNIFICANCE: architecture

SIGNIFICANCE

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

See Continuation Sheet

RECORD NUMBER 192

ARCHITECT:

BUILDER:

STYLE AND/OR PERIOD: bungalow

PLAN TYPE: rectangular

EXTERIOR FABRIC(S): asbestos: shingles

STRUCTURAL SYSTEM(S): wood frame: balloon

PORCHES: E/1-story stoop, 1-bay, access E;
brick stoop and gable; bracketed over porch
ORIENTATION: E

FOUNDATION: piers: brick

ROOF TYPE: gable

SECONDARY ROOF STRUCTURE(S):

CHIMNEY LOCATION: N: offset: ridge

WINDOW TYPE: DHS, 3/1, wood #
DHS, 6/6, wood
CHIMNEY: brick

ROOF SURFACING: composition shingles: butt

ORNAMENT EXTERIOR: wood

NO. OF CHIMNEYS 1

NO. OF STORIES 1

NO. OF DORMERS: 0

OUTBUILDINGS:

SURROUNDINGS:

SITE SIZE (approx. acreage) LT1

TOWNSHIP	RANGE	SECTION
3N	28E	22

UTM ZONE	UTM EASTING	UTM NORTHING
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PHOTOGRAPHIC RECORDS NUMBERS:

CONTINUATION SHEET:

301 S. 7th St. is located within a subdivision known as the City of Fernandina. The subdivision was laid-out on a series of Spanish land grants acquired by Domingo Fernandez, a ships captain and planter, and his family during the early nineteenth century. Following the acquisition of Florida by the United States in 1821, the heirs of Domingo Fernandez sold the land grants which contained the Eliza or Louisa and Yellow Bluff Plantations to David Levy Yulee, President of the Florida Railroad Company and the first United States Senator from Florida. The Florida Railroad Company recorded the plat of the City of Fernandina in 1857 and the Florida Town Improvement Company revised it in 1887 and 1901.

Constructed c. 1926, it is a one-story frame Bungalow residence. It is noteworthy for its Craftsman influence. It has been significantly altered by use of asbestos shingle siding.

☐ Original
☒ Update



HISTORICAL STRUCTURE FORM

FLORIDA MASTER SITE FILE

Version 4.0 1/07

Site # **NA00466**
 Field Date 2-14-2018
 Form Date 2-14-2018
 Recorder # _____

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

Site Name(s) (address if none) 301 S 7th Street Multiple Listing (DHR only) _____
 Survey Project Name Fernandina Beach Historic Resource Survey Update Survey # (DHR only) _____
 National Register Category (please check one) ☒ building ☐ structure ☐ district ☐ site ☐ object
 Ownership: ☐ private-profit ☐ private-nonprofit ☒ private-individual ☐ private-nonspecific ☐ city ☐ county ☐ state ☐ federal ☐ Native American ☐ foreign ☐ unknown

LOCATION & MAPPING

Address: 301 S 7th Street Street Suffix Direction
 Cross Streets (nearest / between) _____
 USGS 7.5 Map Name FERNANDINA BEACH USGS Date 0023 Plat or Other Map _____
 City / Town (within 3 miles) Fernandina Beach In City Limits? ☒ yes ☐ no ☐ unknown County Nassau
 Township 3N Range 28E Section _____ 1/4 section: ☐ NW ☐ SW ☐ SE ☐ NE Irregular-name: _____
 Tax Parcel # 00-00-31-1800-0127-0081 Landgrant _____
 Subdivision Name _____ Block _____ Lot _____
 UTM Coordinates: Zone ☐ 16 ☐ 17 Easting ☐ ☐ ☐ ☐ ☐ ☐ Northing ☐ ☐ ☐ ☐ ☐ ☐
 Other Coordinates: X: _____ Y: _____ Coordinate System & Datum _____
 Name of Public Tract (e.g., park) _____

HISTORY

Construction Year: 1945 ☒ approximately ☐ year listed or earlier ☐ year listed or later
 Original Use Private Residence (House/Cottage/Cabin) From (year): 1945 To (year): _____
 Current Use Private Residence (House/Cottage/Cabin) From (year): _____ To (year): _____
 Other Use _____ From (year): _____ To (year): _____
 Moves: ☐ yes ☒ no ☐ unknown Date: _____ Original address _____
 Alterations: ☒ yes ☐ no ☐ unknown Date: _____ Nature Siding; porch replacement (c1990s)
 Additions: ☐ yes ☒ no ☐ unknown Date: _____ Nature _____
 Architect (last name first): _____ Builder (last name first): _____
 Ownership History (especially original owner, dates, profession, etc.) _____

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

DESCRIPTION

Style Frame Vernacular Exterior Plan Rectangular Number of Stories _____
 Exterior Fabric(s) 1. Other 2. _____ 3. _____
 Roof Type(s) 1. Gable 2. _____ 3. _____
 Roof Material(s) 1. Composition shingles 2. _____ 3. _____
 Roof secondary strucs. (dormers etc.) 1. _____ 2. _____
 Windows (types, materials, etc.) 1/1 DHS (vinyl)

Distinguishing Architectural Features (exterior or interior ornaments) Exposed rafter tails; center ridgeline chimney flue

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

DHR USE ONLY

OFFICIAL EVALUATION

DHR USE ONLY

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

DESCRIPTION (continued)

Chimney: No. 1 Chimney Material(s): 1. Brick 2. _____
 Structural System(s): 1. Balloon wood frame 2. _____ 3. _____
 Foundation Type(s): 1. Piers 2. _____
 Foundation Material(s): 1. Brick 2. _____
 Main Entrance (stylistic details) Non-historic replacement synthetic door (with fanlight)

Porch Descriptions (types, locations, roof types, etc.) Entry gable hood only (replacement); replacement railing & steps

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

Narrative Description of Resource Altered since 1980s including removal of partial-width front porch to entry hood; windows non-historic vinyl 1/1 DHS; removal of older shed carport

Archaeological Remains _____ ☐ Check if Archaeological Form Completed

RESEARCH METHODS (check all that apply)

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

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

OPINION OF RESOURCE SIGNIFICANCE

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

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

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

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

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

DOCUMENTATION

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

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

RECORDER INFORMATION

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

Required Attachments

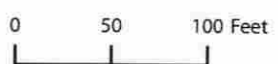
- **USGS 7.5' MAP WITH STRUCTURE LOCATION PINPOINTED IN RED**
- **LARGE SCALE STREET, PLAT OR PARCEL MAP** (available from most property appraiser web sites)
- **PHOTO OF MAIN FACADE, ARCHIVAL B&W PRINT OR DIGITAL IMAGE FILE**
 If submitting an image file, it must be included on disk or CD AND in hard copy format (plain paper is acceptable).
 Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.



Brockington
CULTURAL RESOURCES CONSULTING

**Fernandina Beach
Survey Update 2018**

○ Historic Resource



* All numbers start with NA****.

Beech St

Cedar St

S 5 th St

S 6 th St

S 7 th St

Date St

590 591 593 1200

595 597

389 598

340

391

390

458

1198

1199

1192

392

460

632

341

394

393

1197

342

396

395

397

635

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1332









CERTIFICATE OF APPROVAL (COA) HDC2021-0017 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Board Review	Project:	App Date: 05/06/2021
Work Class: Residential	District: Default	Exp Date: 06/07/2021
Status: Approved	Square Feet: 0.00	Completed: 07/16/2021
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval Expire Date: 07/18/2022

Description: Certificate of Approval (COA) for a new single family residence.
Amended 6/15/2022 to include:

1. Color changes. SW6024 Sea Salt (body/dormers), SW7551 Greek Villa (trim, fascia, soffits, handrails, columns);
2. Roof shingles to Tamko Heritage (Oxford Grey);
3. Change door color to Minwax Gel Stain (Honeymeade MW453).

Parcel: 00-00-31-1580-0011-0050 Main	Address: 1012 White St Main Fernandina Beach, FL 32034	Zone: OT-1(Old Town 1)
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Owner Christine Stewart 1021 Someruelus ST Fernandina Beach, FL 32034 Home: 904-753-3672	Contractor Charles Drace 1881 Floyd ST Fernandina Beach, FL 32034 Business: 9047539049	Applicant Charles Drace 1881 Floyd ST Fernandina Beach, FL 32034 Home: 9047539049 Business: 9047539049 Mobile: 9047539049
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Note	Created By	Date and Time Created
1. Amended 6/15/2022 to include: 1. Color changes. SW6024 Sea Salt (body/dormers), SW7551 Greek Villa (trim, fascia, soffits, handrails, columns); 2. Roof shingles to Tamko Heritage (Oxford Grey); 3. Change door color to Minwax Gel Stain (Honeymeade MW453).	Salvatore Cumella	06/15/2022

Activity Type	Activity Number	Name	User	Created On
HDC Application Checklist	APP-001292-2021		Sylvie McCann	05/06/2021
HDC Decision	DEC-001356-2021		Taylor Hartmann	07/19/2021
Notice	NOT-001355-2021		Taylor Hartmann	07/19/2021

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00014062	COA - Residential	\$250.00	\$250.00
Total for Invoice INV-00014062		\$250.00	\$250.00
Grand Total for Plan		\$250.00	\$250.00



CERTIFICATE OF APPROVAL (COA) HDC2021-0041 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Board Review	Project:	App Date: 10/06/2021
Work Class: Residential	District: Default	Exp Date: 11/05/2021
Status: Approved	Square Feet: 0.00	Completed: 11/19/2021
Valuation: \$0.00	Assigned To: Taylor Hartmann	Approval Expire Date: 11/21/2022

Description: Certificate of Approval (COA) to demolish and reconstruct accessory structure, accessory dwelling unit, and 1-story addition to primary structure
*5/09/2022 Amendment - Modification to change siding to Hardie horizontal siding - BM2138-40 Carolina Gull, change Windows to Andersen Double Hung E Series, Spearmint, and trim color to SW9542 Natural White.

Parcel: 00-00-31-1800-0128-0042 Main	Address: 330 S 7Th St Fernandina Beach, FL 32034 Main	Zone: R-2(Medium Density Residential)
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Applicant Cotner Associates, Inc 9 3rd S Fernandina Beach, FL 32034 Business: 9042774593	Applicant John Cotner 1627 Atlantic Ave Fernandina Beach, FL 32034	Owner Lee Thomas 330 S 7th ST Fernandina Beach, FL 32034-2269 Mobile: 864-350-2152	Agent John M Cotner 425 S 13th ST Fernandina Beach, FL 32034 Home: 904-277-4593
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Note	Created By	Date and Time Created
1. Amendment approved to switch horizontal to hardie board and batten, change solid wall at new deck to horizontal louvered panels, and change color to Carolina Gull - Benjamin Moore 213840, windows Andersen E series (spearmint).	Salvatore Cumella	06/03/2022

Activity Type	Activity Number	Name	User	Created On
HDC Decision	DEC-001404-2021		Salvatore Cumella	11/19/2021

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00018071	COA - Residential	\$250.00	\$250.00
Total for Invoice INV-00018071		\$250.00	\$250.00
Grand Total for Plan		\$250.00	\$250.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0177 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 04/20/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 05/20/2022
Status: Approved	Square Feet: 0.00	Completed: 04/21/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval Expire Date: 04/21/2023

Description: Certificate of Approval (COA) to Repair damaged windows and replacement of non-original windows with Andersen 400 series (double-hung and fixed). Rehab of existing wood deck, in-kind.

06/17/2022 - Amendment to install 4 skylights at higher roof

04/28/2022 - Approval for the following amendments to COA:

Replaced rotten exterior siding with in-kind material

Replace lattice in crawl space with wood lattice

Replace existing shingles with new Tamko architectural shingles, Heritage Rustic Black

RegROUT chimneys

Install Belgrade Holland Stone 8"x4", gray concrete pavers

Paint exterior walls and trim SW Black of Night 6993

Parcel: 00-00-31-1800-0041-0061 Main	Address: 113 S 8Th St Main Fernandina Beach, FL 32034	Zone: C-3(Central Business District)
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Owner CARLOS ABACA 113 S 8TH ST FERNANDINA BEACH, FL 32034 Mobile: 786-202-9175	Applicant CARLOS ABACA 113 S 8TH ST FERNANDINA BEACH, FL 32034 Mobile: 786-202-9175	Applicant Carlos Abaca 96083 Piney Island Dr SW 26th Avenue Fernandina Beach, FL 32039 Mobile: 7862029175
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Note 1. Amendment to add 4 skylights.	Created By Salvatore Cumella	Date and Time Created 06/27/2022
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Invoice No. INV-00020709	Fee COA - Staff Residential Fee	Fee Amount \$25.00	Amount Paid \$25.00
		Total for Invoice INV-00020709	\$25.00
		Grand Total for Plan	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0181 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 05/10/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 06/09/2022
Status: Approved	Square Feet: 0.00	Completed: 05/12/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to install a 4ft fence black aluminum fence at northwest property line. ** Amended 6/7/2022 to continue fencing 42' along north property line.		Expire Date: 05/12/2023

Parcel: 00-00-31-1800-0042-0050 Main	Address: 715 Ash St Main Fernandina Beach, FL 32034	Zone: C-3(Central Business District)
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Applicant Granardo Felix 715 Asg ST Fernandina Beach, FL 32034 Mobile: 9048872434	Owner TRINITY UNITED METHODIST CHURCH 715 ASH FERNANDINA BEACH, FL 32034 Business: 9048872434
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Note	Created By	Date and Time Created
1. emailed Pastor Felix to send site plan or survey and info about height of fence	Sylvie McCann	05/11/2022
2. Amendment to continue 4ft black aluminum fence 42' along north property line. Approved 6/7/2022.	Salvatore Cumella	06/07/2022

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021017	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021017		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0181 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 05/10/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 06/09/2022
Status: Approved	Square Feet: 0.00	Completed: 05/12/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
		Expire Date: 05/12/2023
Description: Certificate of Approval (COA) to install a 4ft fence black aluminum fence at northwest property line.		

Parcel: 00-00-31-1800-0042-0050 Main	Address: 715 Ash St Main Fernandina Beach, FL 32034	Zone: C-3(Central Business District)
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Applicant Granardo Felix 715 Asg ST Fernandina Beach, FL 32034 Mobile: 9048872434	Owner TRINITY UNITED METHODIST CHURCH 715 ASH FERNANDINA BEACH, FL 32034 Business: 9048872434
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Note	Created By	Date and Time Created
1. emailed Pastor Felix to send site plan or survey and info about height of fence	Sylvie McCann	05/11/2022

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021017	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021017		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0188 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 05/23/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 06/22/2022
Status: Approved	Square Feet: 0.00	Completed: 06/03/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to paint exterior structure and fence columns. Sherwin Williams (Historic Colonial White & Historic Kennebunkport Blue)		Expire Date: 06/05/2023

Parcel: 00-00-31-1800-0269-0210 Main	Address: 19 S 3Rd St Fernandina Beach, FL 32034 Main	Zone: C-3(Central Business District)
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Owner HAROLD GODWIN 19 S 3RD ST FERNANDINA BEACH, FL 32034 Mobile: 9045566026	Applicant Hofbrau Amelia 19 S 3rd ST Fernandina Beach, FL 32034 Business: 3127199550
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Note	Created By	Date and Time Created
1. Left vmail to have owners sent confirmation to allow changes to the building	Sylvie McCann	05/23/2022

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021166	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021166		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0190 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 05/27/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 06/27/2022
Status: Approved	Square Feet: 0.00	Completed: 06/03/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to replace front door with a ThermoTru Fiberglass Classic Craft door.		Expire Date: 06/05/2023

Parcel: 00-00-31-1580-0013-0100 Main	Address: 406 Commandant St Fernandina Beach, FL 32034 Main	Zone: OT-1(Old Town 1)
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Applicant Jerry M Foster PO Box 15912 Fernandina Beach, FL 32035 Business: 9042615990 Mobile: 9047530499	Owner Jerry Foster 95425 Mobley Heights RD Fernandina Beach, FL 32034 Mobile: 9047530502	Applicant Jerry Foster 95425 Mobley Heights RD Fernandina Beach, FL 32034 Mobile: 9047530502
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Note	Created By	Date and Time Created
1. Email sent for info on door manufacturer	Sylvie McCann	05/27/2022

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021212	COA - Staff Residential Fee	\$25.00	\$25.00
		Total for Invoice INV-00021212	\$25.00
		Grand Total for Plan	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0192 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 05/31/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 06/30/2022
Status: Approved	Square Feet: 0.00	Completed: 06/03/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to repair + replace deck board, in-kind. no change to footprint		Expire Date: 06/05/2023

Parcel: 00-00-31-1580-0006-0130 Main	Address: 801 San Fernando St Fernandina Beach, FL 32034 Main	Zone: OT-1(Old Town 1)
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Applicant Lisa St. John 801 San Fernando ST Fernandina Beach, FL 32034 Mobile: 8636732727	Owner Lisa St. John 801 San Fernando ST Fernandina Beach, FL 32034 Home: 863-673-2727	Applicant Lisa St. John 801 San Fernando ST Fernandina Beach, FL 32034 Home: 863-673-2727
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Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021227	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021227		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0193 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 06/03/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 07/05/2022
Status: Approved	Square Feet: 0.00	Completed: 06/08/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) replace shingle roof with 5-V crimp metal roof (white).		Expire Date: 06/08/2023

Parcel: 00-00-31-1800-0037-0070 Main	Address: 11 S 7Th St Fernandina Beach, FL 32034 Main	Zone: C-3(Central Business District)
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Contractor Shorebreak, Inc. Business: 9046240225	Owner Ruth E. Maestre & Paul A. Lore (JT/RS) 11 S 7th ST Fernandina Beach, FL 32034 Mobile: 7346576295	Contractor Shorebreak, Inc. 96041 Nassau Pl Yulee, FL 32097 Business: 9046240225 Mobile: 9045746422	Applicant Ruth Maestre 11 S 7th ST Fernandina Beach, FL 32034
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Note	Created By	Date and Time Created
1. Shorebreak Roofing is the contractor. I emailed them notice of outstanding invoice	Sylvie McCann	06/13/2022

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021263	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021263		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0194 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review **Project:** **App Date:** 06/08/2022
Work Class: HDC Staff Review **District:** Default **Exp Date:** 07/08/2022
Status: Approved **Square Feet:** 0.00 **Completed:** 06/13/2022
Valuation: \$0.00 **Assigned To:** Salvatore Cumella **Approval**
Description: Certificate of Approval (COA) to re-roof using standing seam metal roof (painted polar white) **Expire Date:** 06/13/2023

Parcel: 00-00-31-1800-0037-0070 Main	Address: 11 S 7Th St Fernandina Beach, FL 32034 Main	Zone: C-3(Central Business District)
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Agent Shorebreak, Inc. Business: 9046240225	Owner Ruth E. Maestre & Paul A. Lore (JT/RS) 11 S 7th ST Fernandina Beach, FL 32034 Mobile: 7346576295	Agent Shorebreak, Inc. 96041 Nassau Pl Yulee, FL 32097 Business: 9046240225 Mobile: 9045746422
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Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021320	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021320		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0196 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 06/13/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 07/13/2022
Status: Approved	Square Feet: 0.00	Completed: 06/26/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval Expire Date: 06/26/2023
Description: Certificate of Approval (COA) to repaint exterior: Body: "Rose Brocade" SW0004 Trim: "Porcelain" SW00053 Porch Floor/steps & railing: "Hunt Club" SW6468 Window Trim & Vertical Supports: "Spearmint" SW6465 Front Door: either "Spearmint" or "Hunt Club"		

Parcel: 00-00-31-1800-0033-0010 Main	Address: 304 N 5Th St Fernandina Beach, FL 32034 Main	Zone: R-2(Medium Density Residential)
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Owner DIANA TWIGGS 304 N 5th St N 5 FERNANDINA BEACH, FL 32034 Mobile: 904-556-2788	Applicant DIANA TWIGGS 304 N 5th St N 5 FERNANDINA BEACH, FL 32034 Mobile: 904-556-2788
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Note	Created By	Date and Time Created
1. Emailed Dr. Twiggs about outstanding invoice	Sylvie McCann	06/16/2022
2. 2nd Email to Dr. Twiggs about outstanding invoice	Sylvie McCann	06/22/2022

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021418	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021418		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0197 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 06/16/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 07/18/2022
Status: Approved	Square Feet: 0.00	Completed: 06/17/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) repair siding, front porch deck, crawl space lattice, install pavers for driveway, an repaint exterior		Expire Date: 06/19/2023

Parcel: 00-00-31-1800-0041-0062 Main	Address: 121 S 8Th St Fernandina Beach, FL 32034 Main	Zone: C-3(Central Business District)
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Applicant	Owner
ESTUARIO LLC	ESTUARIO LLC
121 S 8th ST	121 S 8th ST
Fernandina Beach, FL 32034	Fernandina Beach, FL 32034
Business: 7862029175	Business: 7862029175

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021417	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021417		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0198 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 06/21/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 07/21/2022
Status: Approved	Square Feet: 0.00	Completed: 06/26/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to construct a 140 Sf. storage shed to match principal structure		Expire Date: 06/26/2023

Parcel: 00-00-31-1580-0023-0040 Main	Address: 1127 Someruelus St Main Fernandina Beach, FL 32034	Zone: OT-2(Old Town 2)
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Applicant Greg Power 1127 Someruelos Street Fernandina, FL 32034 Business: 6038170283	Owner Greg Power 913 White Street Fernandina Beach, FL 32034 Home: 6038170283 Mobile: 6038170283	Applicant Greg & Andrea Power 913 White Street Fernandina Beach, FL 32034 Mobile: 6038170283
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Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021463	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021463		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0200 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 06/29/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 07/29/2022
Status: Approved	Square Feet: 0.00	Completed: 06/30/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval Expire Date: 06/30/2023
Description: Certificate of Approval (COA) to replace deteriorated wood lap siding on east elevation. Approximately 120 sq. ft.		

Parcel: 00-00-31-1800-0018-0100 Main	Address: 432 N 3Rd St Main Fernandina Beach, FL 32034	Zone: MU-1(Mixed Use)
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Owner Louis S. III & Catherine Tharin 432 N 3rd ST Fernandina Beach, FL 32034 Mobile: 904-252-6631	Applicant Louis S Tharin 432 North 3rd Fernandina Beach, FL 32034 Mobile: 4233339630	Applicant Louis Tharin 412 N 3rd ST Mobile: 904-252-6631
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Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021592	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021592		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDC2021-0001 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Board Review	Project:	App Date: 01/07/2021
Work Class: Residential	District: Default	Exp Date: 02/08/2021
Status: Approved	Square Feet: 0.00	Completed: 02/19/2021
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval Expire Date: 02/22/2023

Description: Certificate of Approval (COA) to construct a 423 sq. ft. addition and open porch on existing structure.

**Approved w/ conditions that: 1. New siding on addition show subtle differences from siding on primary structure; subject to staff approval. 2. Owners allowed the option to add shutters, matching the existing ones, to the addition.

**AMENDMENT 3/29/21 - Addition of 423 s.f. of additional space and small open porch on west side of existing residence.

1. Proposing to remove the existing open-air connector porch on the south side of the house
2. Reconfiguration of fenestration on west façade of new addition
3. Addition of sidelights to French door on east façade of new addition
4. Addition of new open-air grilling porch and new wooden stair down to the backyard on east side of existing covered porch

Materials and colors remain as on original application.

***Amendment 8/23/21 - to a previously approved Certificate of Approval (COA) to construct front and rear porches on new addition, install a new window on second floor of west façade, and install a new front entry door.

****12/13/21 - Extension 1-6 month extension granted. New expiration date 8/22/2022.

*****5/4/2022 - Amendment for the following:

To replace laundry window with door, replace 2nd floor porch door with 2 glass tombstone panes to match front door, and repurpose and move 2 existing windows from master bedroom East elevation to South elevation.

*****7/18/2022 - Extension 2 - 6 month extension granted. New expiration date 2/22/2023.

Parcel: 00-00-31-1800-0018-0070 Main	Address: 424 N 3Rd St Fernandina Beach, FL 32034 Main	Zone: MU-1(Mixed Use) R-2(Medium Density Residential)
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Agent Cotner Associates, Inc 9 3rd S Fernandina Beach, FL 32034 Business: 9042774593	Applicant Cotner Associates, Inc 9 3rd S Fernandina Beach, FL 32034 Business: 9042774593	Applicant ROBERT & CHERYL VIRTUE 424 N 3rd ST FERNANDINA BEACH, FL 32034 Mobile: 770-280-5868	Owner ROBERT & CHERYL VIRTUE 424 N 3rd ST FERNANDINA BEACH, FL 32034 Mobile: 770-280-5868
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CERTIFICATE OF APPROVAL (COA) (HDC2021-0001)

Note	Created By	Date and Time Created
1. **AMENDMENT 3/29/21 - Amendment to HDC 2021-0058. Addition of 423 s.f. of additional space and small open porch on west side of existing residence. 1. Proposing to remove the existing open-air connector porch on the south side of the house 2. Reconfiguration of fenestration on west façade of new addition 3. Addition of sidelights to French door on east facade of new addition 4. Addition of new open-air grilling porch and new wooden stair down to the backyard on east side of existing covered porch Materials and colors remain as on original application.	Taylor Hartmann	03/29/2021
2. EXTENSION 1 - 6-month extension granted 12/13/2021. New expiration date is 8/22/2022.	Salvatore Cumella	12/13/2021
3. Amendment approved 6/16/2022 with condition that final balustrade design be reviewed as staff approval.	Salvatore Cumella	06/17/2022
4. EXTENSION 2 granted. New expiration date 2/22/2023	Salvatore Cumella	07/18/2022

Activity Type	Activity Number	Name	User	Created On
HDC Application Checklist	APP-001085-2021		Taylor Hartmann	01/07/2021
HDC Decision	DEC-001464-2022		Salvatore Cumella	06/17/2022
HDC Decision	DEC-001177-2021		Taylor Hartmann	02/19/2021
Notice	NOT-001176-2021		Taylor Hartmann	02/19/2021

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00011737	COA - Residential	\$250.00	\$250.00
Total for Invoice INV-00011737		\$250.00	\$250.00
Grand Total for Plan		\$250.00	\$250.00

**CERTIFICATE OF APPROVAL (COA) HDCSA2022-0199
FOR CITY OF FERNANDINA BEACH**

Plan Type: HDC - Staff Review Project: App Date: 06/24/2022
Work Class: HDC Staff Review District: Default Exp Date: 07/25/2022
Status: Approved w/ Conditions Square Feet: 0.00 Completed: 07/13/2022
Valuation: \$0.00 Assigned To: Salvatore Cumella Approval
Expire Date: 07/13/2023
Description: Certificate of Approval (COA) to construct a 14 ft. X 3 ft. wooden accessibility ramp with a 5 ft.
landing at front porch.

Parcel: 00-00-31-1800-0028-0130 Main Address: 111 S 6Th St Main Zone: R-2(Medium Density Residential)
Fernandina Beach, FL 32034

Contractor Applicant Owner
Sturges & Sturges David Sturges Janna Stockinger
Construction, Inc. PO Box 15505 111 S 6th ST
PO Box 15505 Fernandina Beach, FL 32034 Fernandina Beach, FL 32034
Fernandina Beach, FL 32034 Business: 9042616227
Business: 9042616227 Mobile: 9047532445

Note Created By Date and Time Created
1. Conditions: Salvatore Cumella 07/13/2022

1. This application is being approved through a request for reasonable accommodation based on the disability of the property owner/occupant. This approval is valid for the current ownership of the property and does not transfer. If the property is sold or transferred, the new owner will be required to remove the ramp or apply for approval to the City in writing for the ramp to remain. Failure to remove the ramp or gain approval from the City will result in a violation of the City of Fernandina Beach Land Development Code with potential fines and costs assessed against the owner.

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021518	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021518		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00

Issued by: Salvatore J. Cumella, Historic Preservation Planner

Salvatore J. Cumella
Signature

STATE OF FLORIDA
COUNTY OF NASSAU

Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this
13 day of July, 2022, by Salvatore Cumella



Sylvie McCann
Notary Public

SYLVIE MCCANN
Printed Name

11/12/2024
My Commission Expires

Personally known ☒ or Produced Identification ☐ ID Produced: _____



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0201 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 06/29/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 07/29/2022
Status: Approved	Square Feet: 0.00	Completed: 07/06/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to replace and store existing front doors and install temporary flush doors, painted white		Expire Date: 07/06/2023

Parcel: 00-00-31-1800-0010-0020 Main	Address: 10 N 2Nd St Fernandina Beach, FL 32034 Main	Zone: C-3(Central Business District)
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Applicant Jose Miranda 309 1/2 CENTRE Suite 206 FERNANDINA BEACH, FL 32034 Business: 9042613472 Mobile: 9047533099	Agent Jose Miranda 309 1/2 Centre Street Suite 206 Fernandina Beach, FL 32034 Business: 904-261-4586	Owner JCJ Trust PO Box 2266 Waycross , GA 31502
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Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021593	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021593		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0202 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 06/29/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 07/29/2022
Status: Approved	Square Feet: 0.00	Completed: 07/06/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to paint wall mural on temporary front entry doors		Expire Date: 07/06/2023

Parcel: 00-00-31-1800-0010-0020 Main	Address: 10 N 2Nd St Main Fernandina Beach, FL 32034	Zone: C-3(Central Business District)
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Owner JCJ Trust PO Box 2266 Waycross , GA 31502	Agent Jose Miranda 309 1/2 Centre Street Suite 206 Fernandina Beach, FL 32034 Business: 904-261-4586	Applicant Jose Miranda 309 1/2 CENTRE Suite 206 FERNANDINA BEACH, FL 32034 Business: 9042613472 Mobile: 9047533099
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Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021594	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021594		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0203 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 06/29/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 07/29/2022
Status: Approved	Square Feet: 0.00	Completed: 07/06/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to install screen enclosure for under roof patio on rear and side porch (white)		Expire Date: 07/06/2023

Parcel: 00-00-31-1800-0051-0011 Main	Address: 909 Atlantic Av Fernandina Beach, FL 32034 Main	Zone: C-3(Central Business District)
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Applicant Wyatt J Smith 86112 Venetian Avenue Yulee, FL 32097 Home: 9044687979 Business: 9044687979 Mobile: 3195586125	Owner ADAMS FAMILY TRUST 2601 Gregor McGregor BLVD Fernandina Beach, FL 32034	Agent Wyatt's Contracting Services, LLC 86112 Venetian Avenue Yulee, FL 32097 Home: 904-468-7979 Business: 9044687979 Mobile: 3195586125
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Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021595	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021595		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0204 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 07/11/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 08/10/2022
Status: Approved	Square Feet: 0.00	Completed: 07/12/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to repaint body of house BM1480 "Sleigh Bells"		Expire Date: 07/12/2023

Parcel: 00-00-31-1800-0008-0220 Main	Address: 217 N 3Rd St Main Fernandina Beach, FL 32034	Zone: R-2(Medium Density Residential)
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Owner	Applicant
James Rabon	James Rabon
223 E Church ST	223 E Church ST
Whiteville, NC 28472	Whiteville, NC 28472

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021714	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021714		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0205 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 07/14/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 08/15/2022
Status: Approved	Square Feet: 0.00	Completed: 07/28/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
		Expire Date: 07/28/2023
Description: Certificate of Approval (COA) for the installation of a 6 ft. wooden fence and 2 gates on south side.		

Parcel: 00-00-31-1800-0009-0150 Main	Address: 131 N 3Rd St Main Fernandina Beach, FL 32034	Zone: R-2(Medium Density Residential)
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Applicant Jean L & Penelope S Bonvouloir 507 S 6TH ST Fernandina Beach, FL 32034	Owner Jean L & Penelope S Bonvouloir 507 S 6TH ST Fernandina Beach, FL 32034	Applicant Jean Bonvouloir 507 S 6th ST Fernandina Beach, FL 32034 Business: 9045564700
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Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021783	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021783		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2022-0206 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 07/21/2022
Work Class: HDC Staff Review	District: Default	Exp Date: 08/22/2022
Status: Approved	Square Feet: 0.00	Completed: 07/22/2022
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to replace rear door with a Thermatru fiberglass exterior door, 1/2 lite over 1 panel ("Harbor Side Teal" BM#654)		Expire Date: 07/24/2023

Parcel: 00-00-31-1800-0269-0070 Main	Address: 20 S 2Nd St Fernandina Beach, FL 32034 Main	Zone: C-3(Central Business District)
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Owner Ewing Katherine C Trustee Katherine C Ewing Living Trust 20 S 2nd ST Fernandina Beach, FL 32034	Contractor Robyn Yonn 217 Centre St. Fernandina Beach, FL 32034 Business: 9046247817	Applicant Katherine C Ewing 20 South Second Street Fernandina Beach, FL 32034 Mobile: 904 321-6992
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Invoice No.	Fee	Fee Amount	Amount Paid
INV-00021896	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00021896		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00