



AGENDA
HISTORIC DISTRICT COUNCIL
REGULAR MEETING
MARCH 16, 2023
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

1. **CALL TO ORDER / ROLL CALL / DETERMINATION OF QUORUM**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF MEETING MINUTES**
 - 3.1 Approval of Minutes for the Regular Meeting of February 16, 2023.
4. **PRESENTATIONS**
 - 4.1 **BOSQUE BELLO MASTER PLAN**
5. **OLD BUSINESS**
6. **NEW BUSINESS**
 - 6.1 **HDC 2023-0081 - JERRY FOSTER, 406 COMMANDANT STREET**
Certificate of Approval (COA) to replace existing porches, in-kind and add shingle roof over front porch to match existing. (*Quasi-Judicial*)
 - 6.2 **HDC 2023-0082 - TIM POYNTER, THE CROSSING AT AMELIA LLC, 231 FRONT STREET**
CONCEPTUAL Certificate of Approval (COA) to construct a 19 unit hotel. (*Quasi-Judicial*)
 - 6.3 **HDC 2023-0083 - RICE ARCHITECTS, AGENT FOR JEAN GOULDEN, 315 S. 7TH STREET**
Certificate of Approval (COA) to enclose carport with material to match existing, and to demolish rear shed. (*Quasi-Judicial*)
7. **BOARD BUSINESS**
 - 7.1 **BOSQUE BELLO**
8. **STAFF REPORT**
 - 8.1 Staff Certificate of Approval - February 2023
 - 8.2 **Lunch & Learn**
National Alliance of Preservation Commissions Webinar - *Preservation Planning: Developing Your Vision, Goals, & Priorities*
March 23, 2023
1:00 - 2:30 PM

9. PUBLIC COMMENT

10. ADJOURNMENT

NEXT HDC REGULAR MEETING IS SCHEDULED FOR APRIL 20, 2023

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
FEBRUARY 16, 2023
5:00 PM
CITY HALL COMMISSION CHAMBERS**

1. CALL TO ORDER 5:00 PM

ROLL CALL / DETERMINATION OF QUORUM

Members Present: Michael Spino (Chair), Froilan Esclusa (Vice-Chair), James Pozzetta, Tammi Kosack, , Michael O'Donnell (Alt 1)

Member Absent: Tim Poynter, Froilan Esclusa (Vice-Chair), Arlene Filkoff (Alt 2)

Others Present: Salvatore Cumella, Preservation Planner
Harrison Poole, Proxy City Attorney
Sylvie McCann, Recording Secretary

2. PLEDGE OF ALLEGIANCE

Chair Spino sat Member O'Donnell as a voting member and noted that member Kosack would be recusing herself for case HDC 2023-0078.

Board Members had no ex parte disclosure except for Member Kosack who had conversations with Mr. Lorey about his project.

Tammi Bach, City Attorney, explained the quasi-judicial procedures and appeal process.

Ms. McCann administered the oath to parties that will be giving testimony.

Chair Spino amended the order of the agenda with case HDC 2023-0079 being presented first.

3. APPROVAL OF MEETING MINUTES

3.1 Approval of Minutes for the Regular Meeting of January 19, 2023.

Member Kosack noted an amendment to item 5.1 regarding public comments of the pocket park, to add that the board members' purview did not include development decisions.

3.2 Approval of Minutes for the Joint Workshop of January 25, 2023.

ACTION TAKEN: A motion was made by Member Kosack seconded by Member O'Donnell to approve the January 19, 2023, Minutes with the noted amendment and the Minutes from the January 25, 2023 meeting as presented.

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

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4. OLD BUSINESS

There were no Old Business cases presented.

5. NEW BUSINESS

At this point, Case HDC 2023-0079 was presented first.

- 5.1 HDC 2022-0077 - A1A SOLAR CONTRACTING, AGENT FOR WILLIAM GASS, 801 WHITE STREET**
Certificate of Approval (COA) to install a solar electric system on an accessory structure. (*Quasi-Judicial*)

Mr. Cumella presented the case and recommended approval.

Chair Spino asked about future changes to the Guidelines regarding solar panels. Mr. Cumella answered that the Matrix doesn't distinguish between this work being on a contributing or non-contributing structures and explained that solar panels and white painting of roofs are 2 reasons the Board cannot convey a denial.

Chris Gellentien, Sales Manager for A1A Solar, 86648 Serenity Lake Court, explained the impact of the panel location with kilowatt production and the Florida Law permitting location option in order to provide that best production.

Public Hearing was opened.

Pat Gass, 801 White Street, reiterated Chair Spino's recommendation to amend the LDC as soon as possible because of extra cost incurred to owners. She also voice some concerns about rights-of-way and parking in Old Town.

Public Hearing was closed.

ACTION TAKEN: A motion was made by Member O'Donnell, seconded by Member Kosack to approve HDC case 2022-0077 as presented; AND that the HDC make the following findings of fact and conclusions of law part of the record: that HDC case 2022-0077, as presented, is substantially compliant with the Comprehensive Plan, the Land Development Code, the Secretary of the Interior's Standards, and the Old Town Fernandina Preservation Design Guidelines to warrant approval at this time.

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

At this point Chair Spino asked that case HDCV 2023-0004 and HDC 2023-0080 be presented consecutively.

- 5.2 HDC 2023-0078 - COTNER ARCHITECTS, LLC, AGENT FOR ROBERT + CHERYL VIRTUE, 424 N. 3RD STREET**
Certificate of Approval (COA) to construct an addition. (*Quasi-Judicial*)

At this time Member Kosack recused herself.

Mr. Cumella presented the case and recommended approval.

Tammi Kosack, agent for the owner, 322 N. 3rd Street, spoke of the scope of the project.

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

ACTION TAKEN: A motion was made by Member O'Donnell seconded by Member Pozzetta to approve HDC case 2023-0078 as presented; AND that the HDC make the following findings of fact and conclusions of law part of the record: that HDC case 2023-0078, as presented, is substantially compliant with the Comprehensive Plan, the

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Land Development Code, and the Downtown Historic District Design Guidelines to warrant Conceptual approval at this time.

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

This ended the New Business Section.

5.3 HDC 2023-0079 - BUILT TO LAST CONSTRUCTION INC., AGENT FOR RUTH MAESTRE, 11 S. 7TH STREET

Certificate of Approval (COA) to remove and replace front porch, in-kind. *(Quasi-Judicial)*

This case was moved to be presented first.

Mr. Cumella presented the case and recommended approval.

Chair Spino asked about the extent of the work on the previous approval that took place a few months ago. Mr. Cumella confirmed that the work was only performed on the historic part of the house.

Member Pozzetta asked about the items being salvaged and reuse, and the location where they could be relocated.

Rob Psulkowski, 710 Beech Street, was present to speak about the project and welcomed any questions.

Member Kosack asked about the areas of the porch that will be demolished, the percentage of material to be salvaged, and the material of the new balusters. He confirmed the material to be cedar. She also asked about the front foundation.

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

No Board Discussion took place.

ACTION TAKEN: A motion was made by Member Kosack, seconded by Member Pozzetta to approve HDC case 2023-0079 as presented; AND that the HDC make the following findings of fact and conclusions of law part of the record: that HDC case 2023-0079, as presented, is substantially compliant with the Comprehensive Plan, the Land Development Code, and the Downtown Historic District Design Guidelines to warrant Conceptual approval at this time.

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

At this point, case HDC 2022-0077 was presented.

5.4 HDCV 2023-0004 - MICHAEL STAUFFER ARCHITECT, AGENT FOR CHRIS + ELIZABETH NELSON, 614 BEECH STREET

Variance request from LDC Section 4.02.03(E)(F) Standards for Buildings and Building Placement to modify setbacks. *(Quasi-Judicial)*

Mr. Cumella presented the case and recommended denial because criteria 2 Special Privilege did not meet the requirements. Mr. Cumella reminded board members to keep in mind that most criteria were met except for one.

ACTION TAKEN: A motion was made by Member Pozzetta, seconded by Member O'Donnell to approve HDC case V2023-0004 as presented; AND that the HDC make the following findings of fact and conclusions of law part of the record: that HDC case V2023-0004, as presented, is substantially compliant with the Comprehensive Plan, Land Development Code, and the Downtown Historic District Design Guidelines to warrant approval at this time, and in addressing criteria 2 Special Privilege, specifying that the variance items listed sufficiently show that the project is historic in nature and should be allowed.

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

- 5.5 **HDC 2023-0080 - MICHAEL STAUFFER ARCHITECT, AGENT FOR CHRISTOPHER + ELIZABETH NELSON, 614 BEECH STREET**
CONCEPTUAL Certificate of Approval (COA) to remove shed, replace window with French Door, add deck on west side, screen porch on east side, and replace front porch steps and walkway with brick. (*Quasi-Judicial*)

Mr. Cumella presented the case and recommended approval, this on the condition that case HDCV 2023-0004 is approved by the Board, and that the entry porch steps remain wood and be repaired in-kind if necessary.

Michael Stauffer, architect, 422 S. 6th Street, spoke of the project and the importance of the variances approval. He noted the removal of the shed. He also spoke of already existing brick steps to a wood porch.

Member Kosack asked about the screen porch off the bay and the type of screening. Mr. Stauffer answered vinyl screening would be used.

Member Pozzetta commented about the 5 feet setback off property line for mechanical equipment by the garage. He also commented about the roof form on the new porch helping to delineate the area of improvement.

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

ACTION TAKEN: A motion was made by Member Pozzetta seconded by Member Kosack to approve HDC case 2023-0080 as presented with condition stated in the staff report; AND that the HDC make the following findings of fact and conclusions of law part of the record: that HDC case 2023-0080, as presented, is substantially compliant with the Comprehensive Plan, the Land Development Code, and the Downtown Historic District Design Guidelines to warrant Conceptual approval at this time.

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

At this point, case HDC 2023-0078 was presented.

6. BOARD BUSINESS

Member Kosack commented about an upcoming Port meeting Wednesday February 22, 2023, about the Master Plan and cement products in the Airport area. She spoke of different entities having voiced their opposition in writing regarding the Cruise Ships along with cement and fertilizer transport at the port.

Member Pozzetta spoke on behalf of City Planner Daphne Forehand regarding outreach for Bosque Bello cemetery and focus on education using social media. He also relayed the suggestion of banning traffic onto the ancient part of the cemetery.

Ms. Bach commented on the liability of traffic circulation in that section. Mr. Cumella noted that next month's agenda will address the Bosque Bello master plan. Chair Spino suggested that a letter be written and addressed to the City Commission and recommend that this ancient section of the Bosque Bello cemetery be closed that area to vehicular circulation.

7. STAFF REPORT

- 7.1 Staff Certificate of Approval - January 2023

- 7.2 This Not That

Mr. Cumella suggested to the Board that such examples of construction methods could be added to our Guidelines or created as a separate document. Board member concurred. Chair Spino asked that other members be introduced to this idea at the next meeting.

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7.3 Palace Saloon Cornice Update

Mr. Cumella commented on the replacement cornice at The Palace and the successful outcome.

8. PUBLIC COMMENT

No parties were present to speak.

9. ADJOURNMENT 6:34

Sylvie McCann, Recording Secretary

Salvatore Cumella, Chair

Bosque Bello Cemetery Master Plan

2015



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THANKS AND ACKNOWLEDGEMENTS

- **Cemetery Plan Working Group Members:** Nan Voit and Meredith Jewell (City Parks Department), Susan Steger, Suanne Thamm, Teen Peterson (Museum of History), Marilyn Barger, Chris Belcher, Marie Santry (Amelia Island Genealogical Society), and Ron Noble (Noble Monument Company). **Without the assistance of the working group, this plan would not have been possible. They all contributed many hours and much work to this project. Thank you for your commitment to Bosque Bello.**
- City Clerk’s Office: Mary Mercer, Kim Briley, Caroline Best, Lillie Russell, Cathy Sabattini
- Amelia Island Museum of History: Phyllis Davis
- Erin Minnigan, University of Florida Graduate Planning Student
- Belinda Nettles, University of Florida Ph.D. Planning Student
- Florida Department of Archives
- Jack Heard, Oxley-Heard Funeral Home
- Adrienne Burke, City of Fernandina Beach, Project Manager

CITY COMMISSION

Ed Boner, Mayor
Johnny Miller, Vice Mayor
Pat Gass
Tim Poynter
Robin Lentz

CITY MANAGEMENT

Joe Gerrity, City Manager
Marshall McCrary, Deputy City Manager

CITY ATTORNEY

Tammi Bach

INTRODUCTION/EXECUTIVE SUMMARY

Introduction/Executive Summary

Established c.1798, Bosque Bello Cemetery is a highly significant cultural resource in Fernandina Beach. Resting place to thousands of people, Bosque Bello, “Beautiful Woods” in Spanish, is a tangible reminder of our history and a peaceful and contemplative part of our city. The City of Fernandina Beach has owned and operated the cemetery since as early as 1857, as documented on City plats.

This master plan, directed by the City Comprehensive Plan, will help ensure that proper stewardship is provided for the care and maintenance of Bosque Bello in the years to come. The plan addresses general care of the cemetery, but also takes into account continued challenges and future needs.

City staff began the master planning process in late summer 2012 by convening a group of interested citizens and stakeholders to assist in creation of the plan. The purpose of this group was fact-finding, in order to help staff find information. Prior to the first meeting, staff researched cemetery master plans from across the country to gain an understanding of what topics and issues should be addressed in the Bosque Bello plan, and created a framework for how to approach the master plan. The group accepted different assignments to help complete components of the plan.

During the group meetings, staff and the planning group discussed assignment progress, and brainstormed recommendations and implementation strategies based on the gathered information. From late 2013 to early 2014, a survey was opened to the public about their knowledge and usage of the cemetery. The feedback has been helpful in formulating specific goals and policies, as well as methods of engaging the public in the future.

In November 2014, the City held a public workshop on the cemetery master plan process to date and welcomed additional input. Between staff, the working group, survey information and the public workshop, more data has been gathered on the cemetery than has been done before. Ideas, suggestions, and realizations during the process led to many recommendations and associated action items.

The following recommendations are suggested for managing Bosque Bello going forward:

- **Improve documentation**
- **Nominate to National Register and add Block 221 to Local Historic District**
- **Continue GIS mapping**
- **Provide better information management**
- **Plan for future of Bosque Bello**
- **Evaluate funding**
- **Implement wayfinding system**
- **Protect landscaping, tree canopy and environment**
- **Create programming and outreach**

Cemetery Quick Facts

Established: c.1798

Oldest extant stone: 1813

Number of burials as of 2012: 5500+

Acreage: Approximately 29 acres

Ownership: City of Fernandina Beach

Estimated time to capacity: 10-12 years

Action items for the above recommendations are included on pages 59-60. Preservation of the cemetery is essential, particularly the old section. Many of the action items relate to long-term preservation strategies for protection of the cemetery. Other action items relate to the practical management aspects of the cemetery, such as what to do when the cemetery runs out of space, and how to address funding issues. The following document should assist the City in the management of Bosque Bello over time, and also serves as a centralized location for the majority of accessible cemetery information to date. It is recommended this plan be revisited every five years.

GENERAL CEMETERY INFORMATION

General Cemetery Information

The cemetery is approximately 29 acres in size. It is comprised of two sections, the Old or “Ancient” section, and the New section. Magnolia Street (formerly 12th Street) divides the old and new sections. At one time, colored and white sections were specified in the cemetery during the years of segregation. There are technically five separate entrances into the cemetery, including one from N. 8th Street that was closed for what is now Rock Tenn, and one that was at Towngate Road.

54th CONGRESS,
2d Session.

S. 161.

[P.L.]

IN THE SENATE OF THE UNITED STATES.

FEBRUARY 16, 1847.

Mr. HENRY, from the Committee on Public Lands, reported the following bill; which was read, and passed to a second reading.

A BILL

Confirming to the corporation of Fernandina a lot of ground used as a
“public burial ground.”

1 *Be it enacted by the Senate and House of Representatives*
2 *of the United States of America in Congress assembled, That*
3 *the lot of land in the city of Fernandina, in the State of*
4 *Florida, originally appropriated by the Spanish government as a*
5 *public burial ground, and since and now used as such, be, and*
6 *the same is hereby, granted and confirmed to the corporation of*
7 *the said city of Fernandina for such use and purpose.*

*United States Senate Bill 161, February 16,
1847, dedicating Bosque Bello cemetery to
the city of Fernandina.*

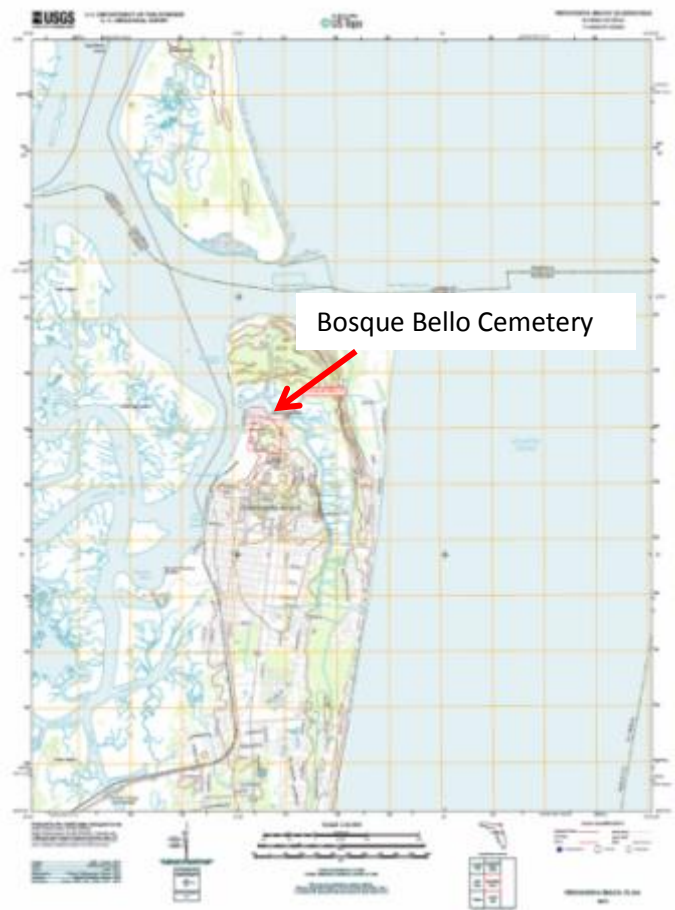
Local Setting

Bosque Bello is located on the northern end of Amelia Island within the City of Fernandina Beach limits, in Nassau County, and is included in the Fernandina Beach Quadrangle of the United States Geological Survey (USGS) topographic map series.

Bosque Bello is one of only a few public cemeteries in Nassau County. While other cemeteries and columbaria exist, they are generally affiliated either with a religious institution, or are privately maintained for family members only.

The cemetery’s origins date to c.1798, when the land was originally granted as a public burial ground by a private landowner. At this time, Fernandina was under Spanish control. This is why the cemetery retains a Spanish name, Bosque Bello or “Beautiful Woods.” For many years during Spanish rule, the cemetery was utilized by those who lived in Old Town.

After Florida became a part of the United States, the land ownership began to change. In 1847, the Senate of the United States officially granted to the city of Fernandina the plot of land originally appropriated by the Spanish government as a public burial ground.



Bosque Bello is divided into eight separate parcels, reflecting the growth of the cemetery over time.



Bosque Bello Parcel Information:

	Parcel ID	Acreage	Short Legal Description
1	00-00-31-1580-0024-0000	1.86	Blocks 24 + 25 Old Town
2	00-00-31-1580-0024-0000	1.86	Blocks 24 + 25 Old Town
3	00-00-31-1800-0222-00CC	7.25	Cemetery property lying West of Block 224
4	00-00-31-1800-0221-0040	4.46	Block 221 Lots 4, 5, 6 and 7 + N ½ of Lots 3 + 8
5	00-00-31-1800-0225-0400	3.54	Block 225 Lots, 4, 5, 6 and 7
6	00-00-31-1800-0224-0000	8.17	Block 224 Lots All less part of Lot 6
7	00-00-31-1800-0223-0002	0.21	Block 223 Lots all of SW 14 th Street
8	00-00-31-1800-0249-0042	2.61	Block 249 West 20' of Lots 4 +5, Block 250 Lots 1 + 2 SW of road and Lot 10 SW of road

Bosque Bello is zoned Recreation and assigned a Recreation Future Land Use. This is not uncommon among cemeteries in Florida, which are often zoned recreation, conservation, or public/institutional.



*Future land uses adjacent to Bosque Bello, c.2015.
Industrial, Old Town 1 + 2, Residential*



*Zoning adjacent to Bosque Bello, c.2015.
Industrial, Old Town 1 + 2, Residential*

Old Town was listed on the National Register in 1990 as a historic site, not a historic district. This is attributable to the historic importance of Old Town being found in its grid, platted by the Spanish, and not any remaining historic architecture. The National Register map provided by the Florida Division of Historical Resources does **NOT** include the old section of Bosque Bello. However, in 1989, the City created the Old Town Historic District by ordinance, and the old section of Bosque Bello is included in that ordinance (#846, 12/19/1989), listed as Block 222. It is staff's recommendation that Block 221, Lots 4, 5, 6 and 7 + N ½ of Lots 3 + 8, also be included in the Old Town Historic District. This process will have to follow the procedures outlined in Land Development Code Chapter 8 for expansion of an existing historic district. Pending boundary issues resolved with Rock Tenn, this process can move forward. Bosque Bello may be individually eligible for a National Register listing. In July of 2014, the initial materials for the cemetery's nomination were forwarded to the Florida Division of Historic Resources (DHR), who determined Bosque Bello to be potentially eligible for listing.

The following photos illustrate the relationship of Bosque Bello to both the National Register-listed Old Town site, as well as the local Fernandina Beach Old Town Historic District. The other photos are historic aerial tiles of the Bosque Bello vicinity along with some more recent aerial images.



*National Register Boundary for the
Original Town of Fernandina Historic
Site. Provided by Florida Division of
Historical Resources.*



Local Old Town Historic District including a portion of Bosque Bello (Block 222).

The Florida Master Site File (FMSF) form for Bosque Bello was updated in 2014 as part of this cemetery master plan project. The Florida Master Site File is a state listing of historic sites and is not tied to National Register listing. The purpose of the FMSF is documentation. Bosque Bello was first recorded in 2012 as Form 8NA1245 – the 1,245th site recorded in Nassau County. The 2014 update added more information to the form, and corrected minor errors.

There is one archaeological site recorded in Bosque Bello, FMSF 8NA24. This information is not released by the state to the general public in order to protect any potential artifacts.



c.1943 aerial view of Old Town and Bosque Bello.



c.1960 aerial view of Old Town and Bosque Bello.



c.1969 aerial view of Old Town and Bosque Bello.



c.2009 Bosque Bello Aerial with Wetlands.



c. 2011 Bosque Bello Aerial with Wetlands.



c. 2014 Bosque Bello Aerial with Wetlands.

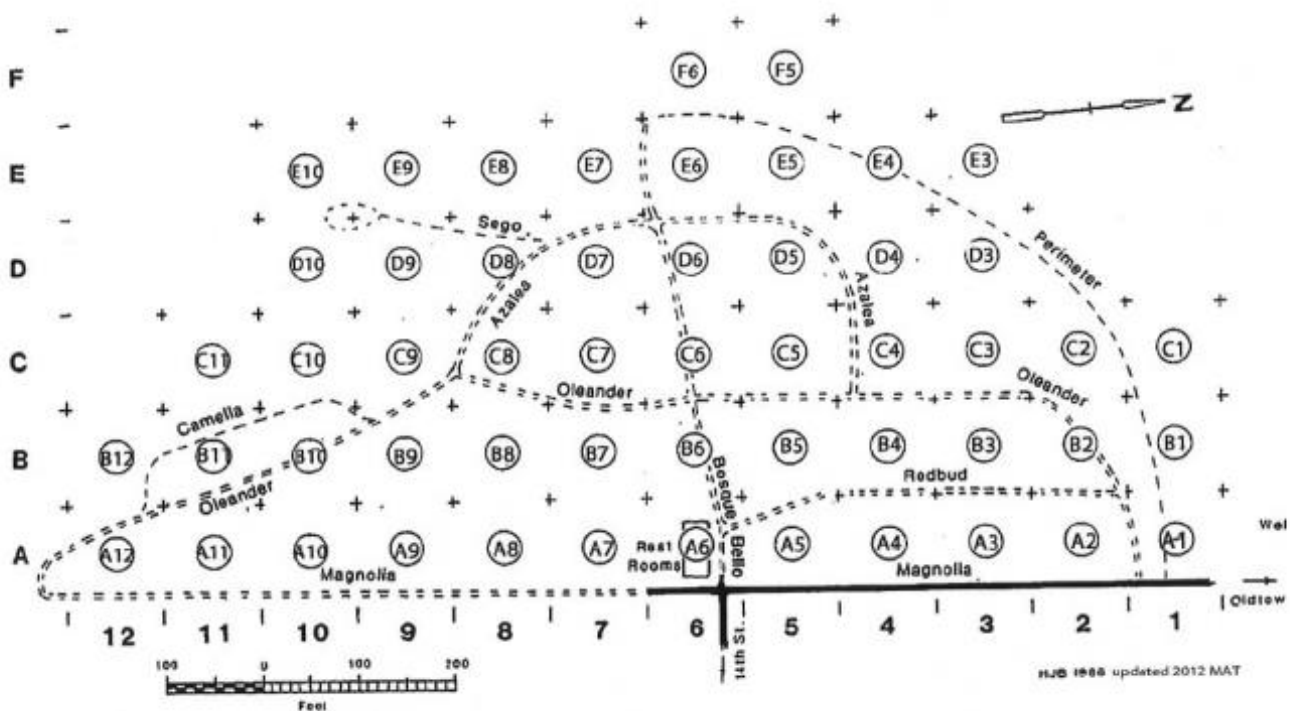
Cemetery Layout

The Bosque Bello Cemetery is set up in three ways. The oldest section of the cemetery is located in the far west portion of the City owned land. This is designated by coordinates. Part of this portion is called Division 71 and is set up in three sections. The portion obtained in the 1940s was set up as divisions. Each division is broken down into sections and lots. There are (5) types of divisions in the cemetery (A, B, C, D and E). The newest sections in the cemetery are in the blocks. Block 1 has 134 lots, Blocks 2-11 have 136 lots each, Block 12 has 134 lots, Block 13 has 113 lots, Block 14 has 95 lots, Block 15 has 75 lots, Block 16 has 55 lots, Block 17 has 30 lots and Block 18-32 has 162 lots each.

- **Old Section**
 - The oldest section of the Bosque Bello Cemetery is located in the far west portion of the City owned land.
- **New Section**
 - The New Section of the cemetery was added by the City of Fernandina Beach on land donated by J.G. Cooper and Sadie Cooper in 1945.

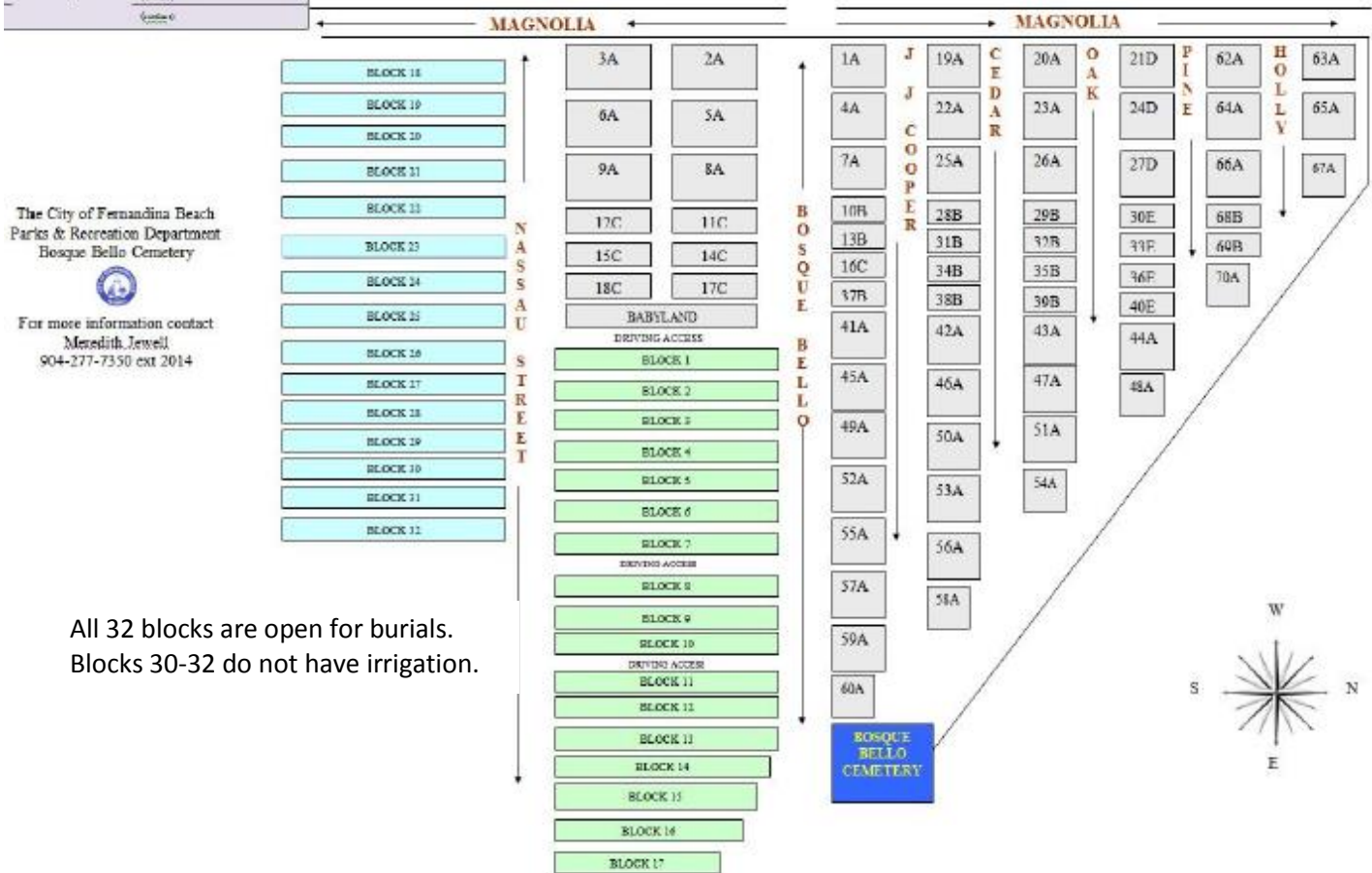
OLD BOSQUE BELLO CEMETERY

This Map shows the layout and orientation for all of the the sections of the cemetery.
See the individual section map (above) for the location of the family plots and graves.



Map of the Old Section of Bosque Bello, created in 1988.

OLD SECTION OF BOSQUE BELLO



Map of the New Section of Bosque Bello, c. 2010.

Cemetery Survey Efforts

The original section of the cemetery was surveyed during 1987 by the General Duncan Lamont Clinch Historical Society of Amelia Island.

In 1997, the Amelia Island Genealogy Society updated the original survey to include later burials, and surveyed the “New” section of the cemetery. This information is included in the current database. Mary Nelson, Nancy Sturges, Hal Belcher, Jean Mann, Joan Johnson, Pat Graham, Bill Hayes, and Ken Sturges Jr. completed this second survey. As of 2012, a completed resurvey of the New Cemetery is underway and will include at least one photograph of each headstone.

The graves in the new section of the cemetery are divided into 71 divisions, including Baby Land, and eleven blocks. The divisions are subdivided into Subdivisions A through E, which are divided again into sections and lots. The blocks are subdivided directly into lots. The information in the database for each grave could show division, block, section and lot. Typically, if a grave has a division, it shows a section and a lot, and if it has a block designation, then only lots are shown. The grave layout shows the divisions and blocks. The subdivisions and blocks showing the lot layout are listed separately. When this survey was done in 1997, the cemetery contained 2028 graves in the new section.

Cemetery mapping in GIS would be extremely beneficial for staff and those interested in finding people buried in the cemetery. There is no electronic mapping right now. As part of this project, mapping got started and should be completed.

City Code, Ordinances and Resolutions

Chapter 30 of the City's Municipal Code contains the City regulations regarding the cemetery. Generally, this chapter covers overall cemetery management, lots, interment, and regulations.

- Article I includes definitions, ownership of cemetery, liability for damages, management, superintendent duties, executing instructions, correction of errors, protection of property, and fees.
- Article II addresses lots, including subdivisions, replatting, sale and placement of lots, bulk purchases, deferred payment, payment prior to burial, contact information for lot owners, transfer of ownership and decorations. It also establishes the perpetual care trust fund and the perpetual care service and fees.
- Article III details interment policies, such as the requirement for a burial permit, the prerequisites to burial, the depth for graves, and regulations for internment and disinterment.
- Article IV discusses visitor policies, planting of trees and shrubs and other improvements, vehicle operations and memorial work and vault installations.

City Ordinances regarding Bosque Bello

The following ordinances were located regarding Bosque Bello. Ordinances pre-1954 were not able to be located.

- Ordinance Number 255
 - Adopted on May 6, 1954, this ordinance enacted that a proper plat be recorded for the third addition of the Bosque Bello Cemetery. In order for this to be properly accomplished several streets, or portions of streets, were made to be vacated, closed and discontinued as public streets. One of the streets connected North 14th Street to 12th Street, and the other street connected North 14th Street to Nassau Street.
- Ordinance Number 389
 - Adopted on May 26, 1966, this ordinance amended sections 7-5 and 7-11 of the code of ordinance. It adjusted the price of cemetery lots and the charge for opening and closing of graves.
- Ordinance Number 406
 - Adopted on June 29, 1967, this ordinance closed, vacated and discontinued certain public right-of-ways in the form of public roads, alleys, footpaths or streets within the Bosque Bello Colored Cemetery.
- Ordinance Number 493
 - Adopted on April 25, 1974, this ordinance established a perpetual care trust fund for the Bosque Bello Cemetery, including services provided by perpetual care and methods of payments from lot owners. It also established a separate annual care service and fee schedule.
- Ordinance Number 672
 - Adopted on August 21, 1984, this ordinance amended Chapter 7 of the code of ordinances, regarding cemeteries. Several new sections were added to the chapter, including: Definitions (7-3), General (7-5), Interments and Disinterments (7-6), Visitors (7-7), Motor Vehicles (7-8), Tree, Shrubs, Plant and Plantings (7-17), Decoration of Plots (7-18), Roadways and Replatting (7-19), Fees, Gratuities and Commissions(7-20), and Memorial Work (7-21). Other existing sections of the ordinance were edited, rewritten or deleted.
- Ordinance Number 828
 - Adopted on May 16, 1989, this ordinance amended the price of the lots in the Bosque Bello Cemetery, which would incorporate the payment for perpetual care. It also amended the cost for the opening and closing of a grave and fees for perpetual care and annual care services.
- Ordinance Number 846
 - Adopted on December 19, 1989, this ordinance expanded the boundaries of the historic district. This expansion encompassed the area known as "Old Town", including the original portion of the Bosque Bello Cemetery.
- Ordinance Number 92-19
 - Adopted on October 6, 1992, this ordinance amended Chapter, 93, Section 93.31 and Section 93.38, in reference to the price of burial lots, burial services, costs, and depth of graves. It raised the pricing for

the purchase of grave spaces and the fees for the opening and closing of graves. It also required that all opening and closing of graves be under the control of and performed by the city and that no burial take place without the issuance of a burial permit. Finally, the ordinance required that the minimum depth of all graves should be 4 ½ feet and the minimum depth for vaults should be 3 ½ feet.

- Ordinance Number 97-14
 - Adopted on March 18, 1997, this ordinance amended Chapter 30 (cemeteries), Section 30-82 (burial services, costs, depth of graves). It required that a one-time fee of \$50 be paid for the verification, marking and inspection of a monument, marker, memorial or coping on a grave.
- Ordinance Number 99-11
 - Adopted on May 18, 1999, this ordinance waived the fee associated with the setting of monuments for Veterans. It also allowed the fees required for the opening and closing of graves to be waived for Veterans.
- Ordinance Number 266
 - This ordinance provided for the ownership, operation and maintenance, and general administration of burials in the Bosque Bello Cemetery, as well as penalties of violation of the ordinance. It was established that the ownership of the cemetery is vested in the City of Fernandina Beach, and the city has the authority to subdivide the cemetery and sell the lots. The ordinance set the prices for each area in the cemetery and specified the process of permitting, sale and services associated with burials and outlined the city's administrative and maintenance duties. An official pauper's cemetery was established in Lot 1 of Block 221. Finally, a penalty for violations of the ordinance required a fine not exceeding \$100 or imprisonment not exceeding 30 days.
- Ordinance Number 384
 - This ordinance amended Section 7-10 and 7-11 of the code of ordinances, relating to burial permits and burial services of cemeteries. A new sentence was added to section 7-10 that required that the words "deceased human being", as well as "human remains" or "remains" appear on any body in a stage of decomposition or cremated remains. The modification to 7-11 required that all opening and closing of graves must be performed by the City of Fernandina Beach and that no burial shall be performed without a burial permit. Finally, it cancelled and declared null and void any burial permits that had been issued for anything other than human remains.
- Ordinance Number 2000-54
 - Adopted on January 16, 2001, this ordinance changed the requirement for the opening and closing of a grave to only be under the supervision of the city, and that an entrance fee and burial permit/marketing be acquired in order to open and close a grave. It stipulated new entrance fee of \$100 for all burials and a \$50 permit/marketing fee for coping. There would be no charge for opening and closing a pauper's grave, as well as World War II Veterans, Korean War Veterans, Veterans of Vietnam War and the Gulf (Desert Storm) War.
- Ordinance Number 2000-36
 - Adopted on December 4, 2001, this ordinance increased the one-time fee to \$95 for the verification, marking and inspection of a monument, marker, memorial or coping on a grave. It also raised the price of grave spaces in the Bosque Bello Cemetery.
- Ordinance Number 2004-21
 - Adopted on September 7, 2004, this ordinance amended Chapter 30 of the code, regarding cemeteries. By amending this chapter, new additions, edits and deletions were made to: Definitions, No Liability for Damages, Management; Appointment of Cemetery Superintendent; Duties of Cemetery Superintendent; Executing Instructions, City's Right to Correct Error, City to Protect Property, Fees, Gratuities and Commissions, Subdivision of Cemetery, City's Right to Replat; Regrade and Use Property, Charges; Bulk Purchase, Deferred Payment Plan, Correcting mailing Addresses of Lot Owners, Transfer of Ownership, Decoration and Plantings, Perpetual Care Trust Fund, Perpetual Care Service; Annual Care Service; Fees, Grave Opening Certificate Required; Cost, Prerequisites to burial; Charges; Minimum Depth of Graves, Regulations for Interments and Disinterments, Visitors; Proper Conduct, Planting of Trees; Shrubs and other Improvements, Vehicle Operation, Memorial and Vault Installations; Providing for Severability; and Providing for an Effective Date.

- Ordinance Number 2008-28
 - Adopted on January 6, 2009, this ordinance amended Chapter 30, Article II. It specified that no permanent flower containers may be placed on a grave site, unless the City approves the placement, size, material and design. Containers made of glass, porcelain, ceramic, or like materials are not permitted on cemetery property. Certain decorations are acceptable (such as wreaths, floral arrangements, metal emblems, etc.), but are susceptible to being removed by the City after five (5) days. Finally, the City reserves the right to remove all live floral arrangements, wreaths, and/or potted plants and the like, as soon as in the judgment of the City the decorations become unsightly or pose a threat to health, safety, or welfare.
- Ordinance Number 2009-22
 - Adopted December 1, 2009, this ordinance amended Chapter 30, Article II. It was established that the Perpetual Trust Fund would be known as the Bosque Bello Cemetery Trust Fund and thirty-five (35) percent of the money received from the sale of lots shall be paid to the city and deposited into the fund. It stipulated that the perpetual care service would consist of cutting, trimming, top dressing, and annual fertilizing of all grass area. Finally, upon the payment of the perpetual care fee, the cemetery superintendent or designee is authorized to deliver a certificate evidencing the purchase, on behalf of the City.

City Resolutions regarding Bosque Bello

The following resolutions regarding Bosque Bello were located. Resolutions pre-1948 were not able to be located.

- 1948 Commission Meeting Minutes
 - The City Manager presented to the Commission a proposed plat of an addition to the “new white section of Bosque Bello Cemetery”. This new plat consisted of four additional divisions, which he believed would suffice until a comprehensive plat of the remaining un-platted portions of the cemetery had been prepared. The Commission, recognizing the need for a complete plat of the cemetery, decided not to approve this plat, but rather wait until a final plat had been prepared.
- July 1948-December 1949 Commission Meeting Minutes
 - The Commission discussed the foundation of the Cemetery Fund, and made several decisions regarding that fund, including that burial permits would apply to burials in the Old Bosque Bello Cemetery and that a monthly sum, paid out of the General Fund instead of the Cemetery Fund, would be paid to a caretaker for the care of new additions at Bosque Bello. It was also decided that all money derived from burial permit fees or any other revenue from the cemetery be placed in the Cemetery Fund.
- Resolution Number 202
 - Adopted on July 8, 1953, this resolution authorized the cancelation of certain tax certifications sold to the City of Fernandina Beach for unpaid city taxes for the years of 1906, 1907, 1908, 1909, and 1910 for a portion of Block 250, lying southwest of the paved extension of 14th Street to Fort Clinch. At the time of the resolution, the City of Fernandina Beach proposed to purchase the lands from the owner, John H. Goodbread, and use said lands as part of the Bosque Bello Cemetery.
- Resolution Number 677
 - Adopted September 21, 1982. Due to the need for an expansion of the cemetery, a new plat of the Bosque Bello Cemetery #2 was approved as the final plat of that subdivision.
- Resolution Number 90-5
 - Adopted on February 20, 1990, this resolution established the “Babyland” plat within Block 6 of Bosque Bello, in which each plot is 2’6” X 5” in size.
- Resolution Number 97-160
 - Adopted on December 16, 1997, this resolution approved a request for a budget amendment transferring \$10,000 from the Public Works Cemetery Fund to the Contractual Fund, for the purposes of cemetery janitorial and landscape maintenance. Martex Services entered into a contract with the city to provide landscape and sprinkler maintenance to the Bosque Bello Cemetery, beginning on January 1998 on a year to year basis, not exceeding three years.

- Resolution Number 99-62
 - Adopted on November 2, 1999, this resolution opened a portion of Someruelus Street at a distance of 489.53 feet east of New Street to the intersection of the north gate of the Bosque Bello Cemetery entrance, to allow ingress and egress to property.
- Resolution Number 2000-05
 - Adopted on January 18, 2000, this resolution amended the previous Resolution 99-62, which authorized the opening of a portion of Someruelus Street. In this new resolution, the developer was required to pay the sum of \$4,000.00, as compensation for the cost of re-locating the entrance gates and landscaping to the Bosque Bello Cemetery, caused by the opening of the street.
- Resolution Number 2004-148
 - Adopted on September 21, 2004, this resolution amended the fees and charges for several park, recreational, and service-providing facilities in the city, including the Bosque Bello Cemetery.
- Resolution Number 2005-155
 - Adopted on September 21, 2004, this resolution amended the fees and charges for several park, recreational, and service-providing facilities in the city, including the Bosque Bello Cemetery.
- Resolution Number 2006-119
 - Adopted on June 6, 2006, this resolution authorized the City Attorney to appear on behalf of and defend the City of Fernandina Beach (doing business as the Bosque Bello Cemetery) in the matter of Edward Wayne Shepherd v. City of Fernandina Beach, regarding a complaint filed for unlawful disinterment of his deceased wife in 1996.
- Resolution Number 2007-136
 - Adopted on September 4, 2007, this resolution approved the final plat for the Bosque Bello Cemetery, titled Section Three.

City Comprehensive Plan Policies

The City Comprehensive Plan adopted in 2012 addresses Bosque Bello in two elements, the Recreation and Open Space Element, and the Historic Preservation Element. Both sections direct the creation of a Bosque Bello master plan to care for the long-term viability and care of the cemetery, and both sections direct the need for proper preservation and care of the historic portion of Bosque Bello. Recreation and Open Space Element policies further address the need to incorporate cemetery planning into disaster and post-disaster planning efforts, seek cemetery maintenance training for staff, and use proper maintenance techniques. The policies also direct monitoring of adjacent wetlands for erosion potential and continued use of the Cemetery Fund for ongoing care of the cemetery. A policy in this Element also encourages the City to establish partnerships with volunteer organizations to help care for and document the cemetery.

The Historic Preservation Element policies regarding Bosque Bello focus on the historic nature of the cemetery. Documentation efforts are required, as are obligations by the City to seek the assistance of cemetery preservation professionals and provide adequate staffing to properly maintain the cemetery. As with the Recreation and Open Space Element policies, staff education and training regarding cemetery preservation strategies and techniques are addressed. Another policy directs evaluation of Bosque Bello for possible inclusion in the National Register of Historic Places. Lastly, the Historic Preservation Element states that City departments should coordinate to ensure responsibilities for the cemetery are shared.

State Statutes

Chapter 497 of Florida Statutes relating to Funeral, Cemetery and Consumer Services is the primary legislation addressing cemeteries in Florida. However, under §497.260(1)(b), county and municipal cemeteries are exempted from provisions of Chapter 497. There are a few sections of Chapter 497 that exempted cemeteries must still adhere to:

- §497.260(3) – Sets forth an investigation and mediation procedure for exempted cemeteries over five acres which must be followed in the event of a consumer complaint.

- §497.260(6)(a) – Prohibits denial of burial space to any person based on race, creed, marital status, sex, national origin or color and sets a criminal offense for doing so. Religious entities requiring isolation may have a separately designated space.
- §497.287 – Requires reporting to the state for exempted cemeteries over five acres on a schedule established by the state.

Florida Statute §382.007 requires burial transit permits for all final dispositions. Florida Statute §704.08 addresses the right of ingress or egress for visiting or maintenance relating to cemeteries, but relates more to privately owned cemeteries, or cemeteries located on private property. Criminal penalties for injuring or removing a tomb or monument or disturbing the contents of a grave or tomb are established in Florida Statute §872.02. Chapter 267 of Florida Statutes addresses historical resources, as related to public and state lands.

Miscellaneous City Documents

During the course of working on the master plan and evaluating any available City records, historic cemetery records were discovered in the vault at City Hall. The records are comprised of more than 1200 certificates of death and about 200 monthly reports from the superintendent of the cemetery. Dates for the records are from 1896 to 1916. Subsequent records from 1905 were located. The City Clerk loaned the records to the Amelia Island Museum of History to set about archiving and transcribing data. Thanks to Teen Peterson at the Museum, the records were transferred to the Florida State Archives for assistance in this effort. The Florida State Archives scanned all the records and indexed them by name, date, and cause of death. The images are available on the Florida Memory Project website, and the Museum received copies of the data, which will also be backed up on an external hard drive and in the cloud.

The image displays three historical documents from the City vault, dated approximately 1896-1916.

Certificate of Death (Left): Issued by the Office of Board of Health, County of Nassau, State of Florida, dated 1909. The deceased is Infant Blake, a still-born male of African American descent, born on March 5th, 1909, and died still-born. The attending physician is Oliver Chalmers, midwife.

Certificate of Death (Right): Issued by the Office of Board of Health, County of Nassau, State of Florida, dated March 1, 1909. The deceased is Wash Calhoun, a 46-year-old male of African American descent, who died of atrophy of the liver. He was a bartender and married. The attending physician is Dr. Roche Williams.

Burial Register (Bottom): Titled "BURIALS. Burials in Bosque Bello Cemetery." It is a ledger with columns for Name, Age, Sex, Race, and Date of Burial, recording burials in the cemetery.

Examples of documents obtained from the City vault: Certificates of Death and Burial Registers, c.1896-1916.

A memo from the City Manager to the City Commission dated November 21, 1949 was located in a City budget book for the years 1949-1954. The City Manager at that time was Edmund W. Meisenhelder III. This memo addresses the administration of city cemeteries and makes recommendations for changes to the ordinance and management of Bosque Bello into the future. The ordinance being evaluated was adopted by the City Commission on April 22, 1942.

Miscellaneous Documents

Oxley Heard Funeral Home at 1305 Atlantic Avenue has a wealth of records related to their business. Many of these documents reference Bosque Bello in relationship to the funeral home's burial records. Jean Mann and Ken Sturges catalogued all records at Oxley Heard. Jack Heard has many years of information to share and would be a good candidate for an oral history. For example, he shared the store of Estelle Rogers, who was the proprietor of a funeral home in Fernandina Beach at the turn of the 20th century. She was the first female funeral director in Florida. Mr. Heard has historic photographs of early 20th century state funeral director conventions.

Huff and Battise Funeral Home at 410 Beech Street may also have records related to Bosque Bello, but were not able to be reached in order to conduct any research. Local churches were also not contacted during this project.

Management and Operations

Historically, Bosque Bello has been managed by several departments and individuals within the City. Utilizing the records dating back to 1896, and other information available, a list of caretakers from 1896 to present has been created and is included in the appendices. At the turn of the 20th century, a superintendent oversaw the cemetery, in conjunction with the Ladies Cemetery Association, which appears to have existed until at least 1959. The term superintendent was replaced with sexton in the early 20th century. Records beginning in the mid-1950's indicate that the City Treasurer and Collector became the steward for overall management of the cemetery, primarily for purposes of selling lots. The responsibility for cemetery management was moved to Public Works in the 1980's and 1990's. A sexton was named until around 2002, along with City-employed grave diggers, and after the Parks Department took over in 2003, the term sexton was replaced with Cemetery Supervisor/Administrative Coordinator.

Today, the cemetery is managed by the City Parks and Recreation Department. There is one full-time maintenance person in the cemetery who handles mowing, weed eating, removal of debris and any other maintenance issues that may arise. The Parks and Recreation Department also handles all selling of lots and tracking of data collection and recordation in the IMS program. The IMS software program is scheduled to be replaced in the next fiscal year and a new software program will be implemented going forward.

When a person wants to purchase a lot or lots, they meet with a Parks Department staff member to review the grounds and available lots on a map. Surveying within the cemetery for genealogical purposes has been possible, due to a joint effort with the Amelia Island Genealogical Society. Although the cemetery is mapped, staff utilizes a metal rod to insert into the soil to ensure that the plot and area are vacant (to the best of staff's knowledge). Because the cemetery is so old, and old records are unavailable, it is not certain where older burials may or may not exist. Ground penetration is the best methodology for determining this at this time.

Copies of burial permits are retained at the Parks Department and date from 1955 to the present. There is also the "Book of the Dead," which is kept at the Parks Department and is a hard copy ledger of burials and burial locations in Bosque Bello, dating to approximately the last fifty years. Boxes of historic records are under the purview of the City Clerk; these include the 1896 to 1916 records and newer records from the 1980's. Besides those sets of documents, there is not anything else to be located within City records or archives for the cemetery.

The City of Fernandina Beach Police Department routinely monitors the cemetery during the hours after dawn and has been called on in the past to monitor the cemetery after dark. Concerns of various criminal activities and vandalism have been the primary causes for police department presence. At one time, the cemetery had a chain link fence along the N. 14th Street perimeter. Repeated damage to the fence ultimately led to its removal.

In a previous version of the municipal code, the Parks and Recreation Department exercised the right to enter upon any plot and correct hazardous conditions and to remove any deteriorating structure or undesirable vegetation that impaired the overall beauty and dignity of the cemetery. It is the position of the City at this time, however, that any work to a plot stone or fence requires permission of the owners, which is not feasible in the Ancient section for most sites. (See section on Headstone and Enclosure Maintenance and Repair.) In the past, the City posted notices on areas upon which items needed to be removed if they were not done so in the amount of time approved by the City (5 days during holidays and 30 days after funerals). Potted plants and flower arrangements had to be placed on permanent structures and not on the grass. Glass, ceramic, metal or wire plant containers or accessories were not permitted at any time in the cemetery. Landscaping, tree removal and maintenance continues to be the responsibility of the City.

Summary of Recent Management History:

- Prior to 2003:
 - Part time city employees, Lavonne Foster and Jennifer Causier, would meet people at the cemetery to conduct sales of burial plots
 - Ronnie Foster and Brad Lee dug the graves from the 1980s-2003
 - A Jacksonville company did the actual maintenance and lawn care
- After May 2003
 - City Parks Department took over maintenance and sales
 - Vault companies dig the graves
 - City is responsible for maintenance and lawn care

Trends and Statistics

- Currently, the cemetery lots are **\$1,500.00** for non-city residents and **\$1,200.00** for city residents. There is a **\$40.00** burial permit fee associated with any burials within Bosque Bello.
- The average # of sales per year is **85 lots**.
- There are no remaining lots for sale in the Divisions. Blocks 1-17 have **74 lots** available for sale. Blocks 18-32 have **1,024 lots** available for sale. There are a total of **7,727 lots** in these areas. Lots in the old section are not for sale.
- **Based on the rate of sales and the available plots available, it is possible that Bosque Bello will be full within the next 10 to 15 years.** Possible options for including additional space at the cemetery include alternative burial options such as columbaria, scatter garden(s), mausoleums, or smaller plots that allow for placement or burial of memorial urns.

Cemetery Funding

The only three sources of revenue used for funding the cemetery are plot sales, burial permits and monument permits. 65% of plot sales goes toward the cemetery fund, while the remaining 35% goes toward the perpetual fund. Both burial and monument permits are currently \$40 and go entirely toward the cemetery fund. Plot sales, burial permits and monument permits do not cover cemetery expenditures. The City should explore whether existing fees are sufficient for purposes of cemetery maintenance. Any new burial options would of course require their own fee schedule, and plan for annual and perpetual maintenance.

The Perpetual Care Fund cannot be touched until all plots in Bosque Bello are sold. Once this fund runs out, the General Fund will be used for cemetery maintenance. Approximately \$70,000 is spent on maintenance in Bosque Bello yearly. At this amount, when it is finally implemented, the Perpetual Care Fund will be depleted in approximately 12 years.

The City has deeds for the New Section of the cemetery, but there are no existing deeds for the Old Section.

Four other municipal cemeteries in Florida were compared for price structure:

Delray Beach, FL Memorial Gardens	Dunedin, FL Dunedin Cemetery	Gainesville, FL Evergreen Cemetery	Sebastian, FL Sebastian Cemetery
\$575 residents (R) \$935 non-residents (NR) (burials only)	Full burial plot - \$3,879.52 In-ground cremains - \$3,879.52 Infant plots - \$1,055.32 Cremain niche (2/spot) - \$2,094.31 \$50 burial fee	Full burial plot - \$1,467.75 Cremains - \$406.25 Annual care and perpetual care fees Different rates for interment and disinterment	Full burial plot - \$1,000 (R), \$2,000 (NR) Cremain lots (4'x4') - \$500 (R), \$1,000 (NR) Single niche - \$1,200 (R), \$2,400 (NR) Double niche - \$2,000 (R), \$4,000 (NR)

Headstone and Enclosure Maintenance and Repair

Many headstones, monuments and enclosures have fallen into a state of disrepair in the Bosque Bello Cemetery. Perhaps the most prevalent issue is overgrown vegetation and roots, as well as falling tree limbs, which have moved and cracked markers, significantly damaging several burial plots. Vandalism has also been a major issue; two recent acts included the removal of the heads of angel sculptures in the Old Section. A general lack of maintenance has led to tilted, broken, and damaged headstones, many of which are covered in soil and vegetation. To improve upon these current conditions, steps should be taken to prevent future injury; unnecessary vegetation and diseased trees should be removed and security and maintenance should be increased to prevent vandalism.

It is unclear what the City's role is regarding headstone and enclosure maintenance and repair. As plots are sold property, they are deemed to be the responsibility of the grave owner or family. However, if the headstones or monuments fall apart leaving pieces on the ground, the City does have a responsibility to maintain the ground to be free of hazards; this may include putting stakes and tape around the gravesite to warn visitors of the danger. Per the City Attorney, the City cannot attempt to replace or restore a dilapidated headstone or monument without permission from a grave owner. If there is no owner, or one cannot be found, the City Attorney states that a private group may be able to restore a stone, marker or fence after signing a release from the City. Staff has reached out to various cemeteries and cemetery preservation groups, and this is not a settled question. The response varies by cemetery. Some cemeteries, like those in Savannah, have a 50 or 70 year rule. This may be worth implementing in the City of Fernandina Beach Code. From the Savannah Municipal Code:

Sec. 4-3020. - Work performed on burial lots.

The cemeteries director shall have authority to perform work on any burial lot without first obtaining permission of the lot owner when the lot has not been used for the interment of human remains for a period of at least 70 years and a diligent search has failed to produce the present owner of the lot.

In November 2012, City staff met with Patricia Davenport, a historic preservation and conservation professional. She offered the following comments regarding Bosque Bello preservation:

- A. Delineate the marsh line to protect sites – consider grading or terracing sloped edges and problem drainage areas throughout the cemetery to stabilize the ground surrounding gravesites.
 - B. Stabilize structures first for safety – consider “topple test” to determine stability (*this is a debatable practice*)
 - C. Complete an assessment of the cemetery or even just a section of the cemetery and prioritize
- Prioritize rankings based on the following:
1. Safety – Can this structure hurt someone? Is the site visited frequently?
 2. Stability – Is the structure at risk of being lost or damaged without immediate attention?
 3. Aesthetics
 - D. Security- consider use of “hunter cams” that use SD cards to capture photo images.

E. Build on existing resources within the community to obtain support for preserving the cemetery such as local churches, veteran's, genealogical society, boy scouts/ girl scouts. Identify, where possible the caretakers for sites and call on them to preserve their area as a cultural resource. Give groups a task list of very specific projects that they can complete.

F. Training Opportunities: Contact Jason Church with the National Park Service with the National Center for Preservation, Technology and Training- Cemetery Conservation (City and/or community partner organization pays for travel costs). NCPTT also has resources available on their website. Use LinkedIn groups with knowledge such as "Graves and Monument Preservation."

Notes on fixing structures:

Leaning stones- lift from ground; stabilize the ground under the stone to avoid the stones from breaking or loss then, replace stone

Broken stones- Professional Required! Route out to provide smooth surface, measure for rods, drill, and insert rods (if needed), epoxy and let set then, use jahn mortar to fill gaps and avoid further weathering or deterioration. <http://www.cathedralstone.com/products/mortars.aspx>

Masonry walls- Professional Required! Consider use of flexible bars in sections of walls to stabilize and keep them from deteriorating in the future, re-lay brick, re-point brick and add coating (if it was there before)

Tabby walls- Professional Required! "Lost building form" consider contacting people in Jekyll Island to see who they use for tabby work, re-create sections where walls were lost and salvage as much original material remaining onsite as possible. For those sections still in place, score and use bonder. For sections that are leaning, secure them (do not try to bring it back to original position) using horizontal bracing with buttress (this would be an ideal volunteer project).

Unknown gravesite locations with headstone (scattered in cemetery) – the City may consider a memorial space or structure and incorporate these into the structure to recognize that these people are buried somewhere in the cemetery but, we do not know exactly where they are. (Example: Colonial Park in Savannah, GA) <http://www.findagrave.com/cgi-bin/fg.cgi?page=pis&Plcid=33357&Plpi=2846094&PIMode=cemetery>

Cleaning Stones and Markers

The City has been fortunate to have the Florida Public Archaeology Network (FPAN) conduct their Cemetery Resource Protection Training (CRPT) at Bosque Bello. Part of the training is a hands on workshop to teach the proper method for cleaning stones, as follows:

- Utilize a soft brush to wipe the stone in order to loosen dirt and debris.
- Use a spray bottle with water to clean the stone. Often times this may help and there is no need to go further.
- For tougher cases, use D2 Solution (www.d2bio.com) in a spray bottle, and a soft brush, and let the spray sit. It is okay to let the solution sit for some time (2-3 weeks), as it continues to work over time.
- If you do not have time to let the solution sit, wash it off with a spray bottle with water after applying and brushing the solution.

Rubbing Stones

It is NOT recommended that rubbings be done on old headstones and markers. Rubbing can cause deterioration and harm a stone over time. Savannah municipal code disallows headstone rubbing in its historic cemeteries. This is something the City may wish to consider including in the municipal code.

Infrastructure

Bosque Bello is an open cemetery without gates or security around the perimeter; it can be accessed by vehicle, bicycle or foot. Two paved roads, Bosque Bello and Magnolia, which connect the interior of the New Section to North 14th Street, act as the main access points to the cemetery. The seven main roads in the New Section, Nassau, Bosque Bello, J.J. Cooper, Cedar, Oak, Pine and Holly, all run parallel to each other and feed into Magnolia at the western end. Magnolia acts as the division between the New and Old Sections. The old section is accessed via wheel-rutted, one-lane streets. Oleander runs in an arc from Magnolia to Bosque Bello. Redbud runs north-south between Oleander and Bosque

Bello, while Azalea runs in an arc from Oleander to Bosque Bello. These streets are narrow and vehicular traffic has damaged gravesites at the intersection of Oleander and Azalea.

Currently, divisions and blocks 1-25 are fully irrigated. The City has a plan to install irrigation to blocks 26-32 in the near future. As the City works off of two wells, it must comply with the usage requirements set by the St. Johns River Water Management District.

In the past, there was a restroom building at the corner of Bosque Bello and Magnolia (visible on the 1988 map). It was removed in 1999 because it was not ADA compliant and was in need of significant renovation. Today, there are only two structures within the Bosque Bello Cemetery: the pump house for the sprinkler system and a maintenance building for the Parks and Recreation Department's operations (located on Blocks 25/25).

Signage in the cemetery is minimal. There is currently some signage to identify the existing roads and streets, as well as to state the various regulations within the cemetery. In the future, it is recommended there should also be signs implemented for the identification, orientation and interpretation of the cemetery's history and significance.

Environmental Issues

Wildlife

Data provided by the Florida Natural Areas Inventory (FNAI) indicate there are nineteen animals considered rare by the FNAI that are documented to occur in Nassau County. These include reptiles and amphibians: gopher tortoise, eastern indigo snake, sea turtles (loggerhead, leatherback, green and Kemp's Ridley), American alligator, many-lined salamander, and timber rattlesnake. Birds include: woodstork, Bachman's sparrow, black-crowned night-heron, least tern, Wilson's plover, American oystercatcher, red-cockaded woodpecker, little blue heron, snowy egret, and great egret. Birds not included in the FNAI, but present are Southern bald eagle, osprey, and Southeast American kestrel. Generally, there are 119 documented bird species during breeding season (March-September) in the St. Mary's River Basin. Mammals include the North Atlantic Right Whale, Sherman's fox squirrel, Southeast weasel, West Indian manatee, and Florida black bear. Common animals include the white-tailed deer, beaver, gray fox, and armadillo.

Of course, many of the above animals are not present in Bosque Bello. Bird species, squirrels, and armadillos are probably the most common animal visitors to the cemetery. There is a trend in cemetery management to recognize and embrace wildlife in cemeteries. There are opportunities for birds and other pollinators like bees to thrive in cemeteries and help the plant life. As an example, the Dorset Wildlife Trust in the UK has a "Living Churchyards" program that encourages planting of natural plants to attract pollinators, and the use of bird houses and bat boxes to support wildlife. Cemeteries can provide a relatively natural area that can also serve as wildlife corridors. Bird watchers and outdoor photographers can visit cemeteries to glimpse area wildlife.

Wetlands

The City obtains its wetlands mapping overlay through the National Wetlands Inventory (NWI). NWI data was published in 2002. It is maintained by the SJRWMD and serves as the City's "best available data" for purposes of identifying wetland areas. Wetlands and vegetation data mapping projects for this region started in 1984 and were completed for roughly 70% of the SJRWMD's area. The remaining areas were mapped and published in 2002. The NWI dataset is for general reference only and not for legal purposes. Accurate information related to on-site wetlands can only be obtained through wetland delineation as provided by a property owner on a survey.

Wetlands are adjacent to Bosque Bello to the north. Historic aerial photos do not clearly indicate wetland encroachment further into the cemetery, though there are verbal accounts by local citizens that the cemetery used to have gravesites in what is now wetland. Increased encroachments of wetlands and water may increase as a result of sea level rise (see discussion below).



Tammy C. Stiles, C.F.A.

THIS MAP HAS BEEN COMPILED FROM THE MOST AUTHENTIC INFORMATION AVAILABLE NEITHER NASSAU COUNTY, ITS MUNICIPALITIES, NOR THE NASSAU COUNTY PROPERTY APPRAISER'S OFFICE ASSUMES RESPONSIBILITY FOR ERRORS OR OMISSIONS CONTAINED HEREIN. THIS IS NOT A SURVEY.

Bosque Bello Adjacent Wetlands



Nassau County
Geographic Information
System
A service provided by the
Nassau County
Property Appraiser's
Office



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Landscape and Horticulture

As Bosque Bello means “Beautiful Woods”, the trees are a significant cultural and historic component for the cemetery. Planted landscapes have a dynamic cycle: growth, decline, and eventual need to be removed and/or replaced. It is essential that the landscape be maintained in order to preserve the historic character of the cemetery.

There are over 1,300 trees in the cemetery totaling nearly 30,000 tree inches. One of the trees, a sago palm, was listed in 1985 as a Florida Champion Tree. According to the city’s tree inventory, there are approximately 25 different tree species present in Bosque Bello. Prominent species include live oak, laurel oak, red cedar and hickory. While a majority of the 1,094 surveyed trees were found to be either “good, fair, new or specimen”, 221 were deemed “dead, poor or removed”. The City is responsible for maintaining and removing trees.

Live Oak represents 28% of all of the species in the inventory. But, considering their size they represent a much greater percentage of the canopy cover. If a pest or disease were introduced that killed off only live oaks there is a potential loss of 40%-50% of the total canopy. There is also the consideration of diversification by age. In order to maintain canopy coverage it is important to have a variety of ages so that as old trees die there are mature and young trees to take their place. Determining where to plant new trees will be a challenge, as the older trees are often conflicting with stones and markers. It would not be recommended to simply replace an existing tree in the same location if this is the case.

The rule of thumb for diversity is 10/20/30. No more than 10% of the forest should be composed of one species, no more than 20% of one genus and no more than 30% of one family. Fernandina Beach far exceeds these recommendations. Future plantings should be selected to increase diversity. With a diverse forest the functions of the forest remain intact even if an entire species is wiped out. (Street Tree Management Plan 10/15/2009)

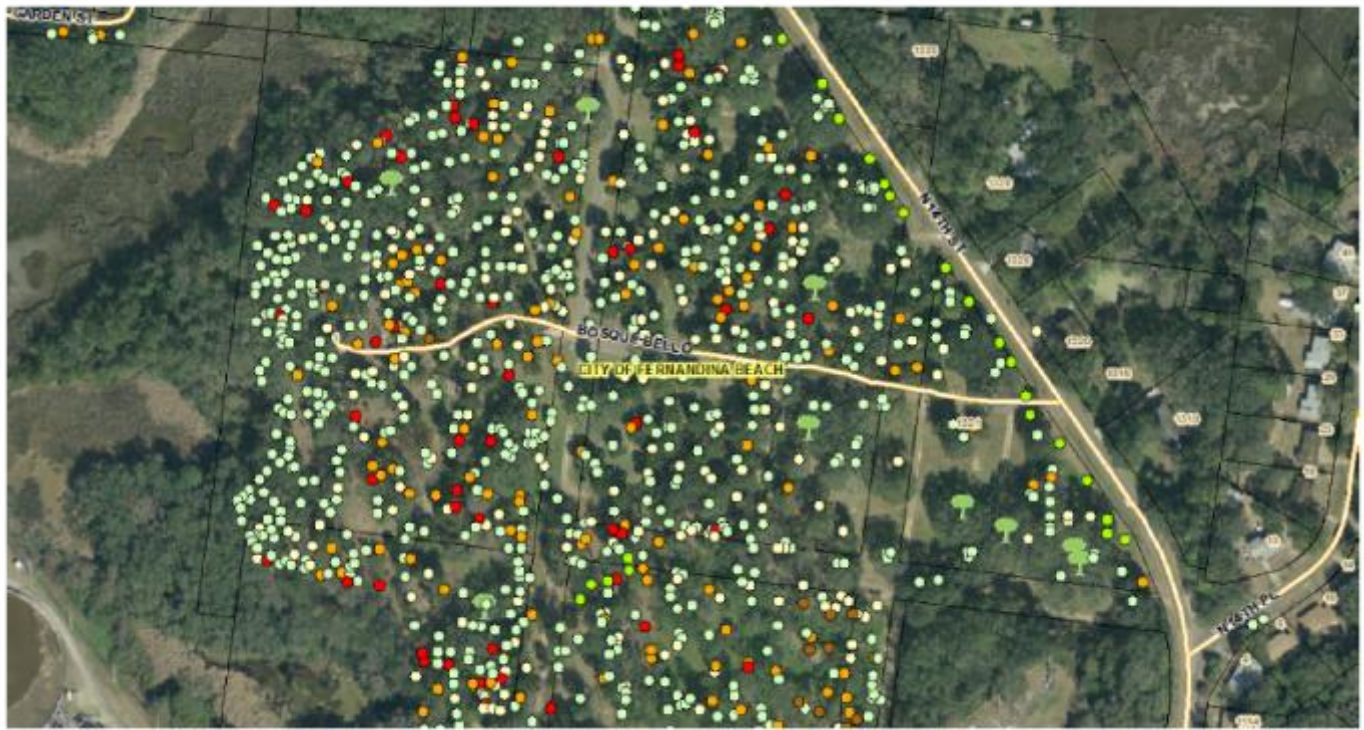
A third consideration is the use of native plants. There is a growing movement to use native plants in design. Native plants help to maintain the integrity of our ecosystems and are adapted to the environment. They can be critical habitat for fauna as many creatures have developed relationships with specific species. Natives should require no irrigation beyond establishment.

Per the City's Street Tree Management Plan, the City must take into account environmental, cultural and economic considerations when replanting and maintaining trees. In Bosque Bello, it is essential being mindful of what grows, how their root systems expand, and the impact this may have on stones and walls. Culturally, Bosque Bello or "Beautiful Woods" emphasizes the importance of trees to this particular space.

City staff met with Rebecca Jordi of the Nassau County IFAS office in March 2013 regarding landscaping in Bosque Bello. Her recommendations include the following:

- Failing trees in Bosque Bello should be thinned and removed as soon as possible. This will stabilize erosion, as it will not tolerate standing water or foot traffic.
- Replacement trees should be native and slow-growing.
- New trees should not be planted in the same spot as the old ones, but placed in nearby more open areas and be no larger than 4" in diameter breast height.
- Planting a variety of species, as well as species with good groundcover, such as Asiatic jasmine, is encouraged.
- In the Old Section, non-hardwood trees, such as crepe myrtle or bottlebrush, should be utilized.
- Other good planting options include:
 - Live oak
 - Magnolia
 - Holly
 - Crepe myrtle Natchez (need lots of sun)
 - Bottlebrush tree
 - Bald cypress
 - Camellia – in old section – like sun/shade
 - Blue eyed grass and mimosa vine – native, can provide some stability for eroding sites (but Asiatic jasmine better)
- Avoid:
 - Leland cypress
 - Laurel oak
 - Bradford pear
 - Pencil holly
 - Anything invasive – asparagus fern, etc.

Ideally, the City should look to have a landscape plan for the cemetery created to expand on the Street Tree Management Plan evaluation and in particular, evaluate replanting and future maintenance options.



The symbology above is taken from the Street Tree Management Plan and assigns colors to trees based on priority:

- Red – hazard trees
- Bright green – new trees
- Brown – removed
- Tree symbol – specimen trees

Programming, Use and Recreation

Bosque Bello provides a unique setting for potential programming and events. It is important that the traditional cemetery functions continue, and the recreation, interpretive, horticultural, and other uses be respectful and compatible with the traditional uses. At Memorial Day, American flags are placed on the graves of veterans by a local veterans group. Walkin' Nassau is a fitness and recreational group that uses the cemetery as a venue once a year in conjunction with guides who share stories of some of the people buried in Bosque Bello. In the past, Amelia Island Genealogical Society, in conjunction with the Amelia Island Museum of History, has staged historic tours where members have dressed in costume and portrayed famous residents buried in Bosque Bello. Photo Walk Amelia is another community group that recently utilized the cemetery for a group photography event in early 2014.

Passive recreational uses such as educational tours, heritage or nature trails, bird watching, photography, or meditation would be appropriate for the cemetery. 74% of survey respondents indicated they would support such passive activities. Such activities would maximize the use of the cemetery without causing damage to the landscape or architecture. Regularly scheduled events, such as historic or architectural tours, as well as annual events, such as a "Festival of Lights" during Christmas time or an "All Souls Day" near Halloween, would promote community participation in the education and preservation of the cemetery. These aspects will not only increase awareness about the cemetery, but also provide

a better understanding and appreciation for it. By providing welcoming information, wayfinding and educational signage, the city can effectively help visitors navigate the site and interpret its historical significance.



Photo Walk Amelia Gathering, April 2014.



Walkin' Nassau Cemetery Tour, October 2014.

Evergreen Cemetery in Gainesville has capitalized on the history there and partnered with tourism groups to highlight the significance and unique nature of that cultural resource. Mr. Gary Smith, Cemetery Coordinator for Evergreen Cemetery, offered the following information:

“We partnered with a local tourism group, “Visit Gainesville”. We were able to receive some funding from a Tourism Product Development (TPD) grant. The “Visit Gainesville” folks helped us fund the Evergreen Cemetery brochure/map as well as the new cell phone tour brochure/map, both of which the City of Gainesville Parks, Recreation and Cultural Affairs Marketing Department developed. Our Parks Department has been working with “Visit Gainesville” for a long time, and it seemed natural to work with them for these cemetery projects. I would seek out your local chamber of commerce or tourism agency and ask them about TPD grants that you could use to promote your cemetery. We marketed the cemetery here as a destination for historians, genealogists, naturalists (for folks interested in plant and bird species), and artists (photographers and painters).

You might also consider, if you don’t already have one, creating a non-profit association of friends of the cemetery to promote the cemetery in your community and to assist you with marketing projects. Our cemetery association has been extremely helpful in implementing marketing programs.

Another idea is to sponsor an exhibition of cemetery art, photographs, sculpture, and historic artifacts from the cemetery. This would attract considerable interest in the cemetery. You also might consider getting local

Veterans groups involved, as there are probably a number of Veterans graves in your cemetery; they may want to have ceremonies for Memorial Day and Veterans Day which would attract public as well as media interest in the cemetery. At Evergreen Cemetery, our local Veterans groups place small American flags on every Veteran grave.”

Emergency Preparedness, Disaster Planning, and Resilience

Cemeteries present unique problems in disaster preparation. The City should undertake a disaster preparedness plan for Bosque Bello, and ensure the cemetery is included in any post-disaster planning as well. Resources like “Cemetery Disaster Planning” from the Chicora Foundation should be used in preparing a disaster prep plan for Bosque Bello. The National Center for Preservation Technology and Training (NCPTT) also has resources for preparing and responding to disasters in relation to cemeteries.

Nassau County is vulnerable to various hazards, as it is a coastal community located on the Atlantic Ocean with many rivers, streams, creeks, and marshes spanning from the coast to the inland areas. The highest risk hazards for Nassau County as identified in the County’s 2003-2004 Local Mitigation Strategy (LMS) and the 2007 County Comprehensive Emergency Management Plan (CEMP) are hurricane-generated storm surge and high winds, flooding, wildfires, and hazardous materials spills.

Storm surge is considered the most destructive of the forces related to hurricanes. The surge is caused by low atmospheric pressure, which, when over a large body of water such as the Atlantic Ocean, results in a high dome of wind driven water. This surge of water contains immense, destructive power. At times, the effects of the moving water can be likened to a bulldozer clearing everything in its path. Debris propelled by the storm surge can act as a battering ram destroying objects in its way. The high dome of wind-driven water can be 50 to 100 miles wide, and moves across the coastline generally north of the “eye” as a hurricane makes landfall. Worst-case storm surge heights for Category 1 through Category 5 hurricanes are those approaching 90 degrees relative to the coastline.

Based on past history, beach erosion, usually the result of the stress placed on the shore from the storm surge, is a problem in the Northeast region. In the event of a hurricane either striking or passing near this coast, the potential of beach erosion, which can undermine both houses and roads, must be seriously considered. It is advisable for all beachfront areas to evacuate in the event of a threat of a hurricane affecting the coast. Effects of beach erosion on coastal roads should also be considered in relation to late evacuations, recovery from storms and in planning future roadways.

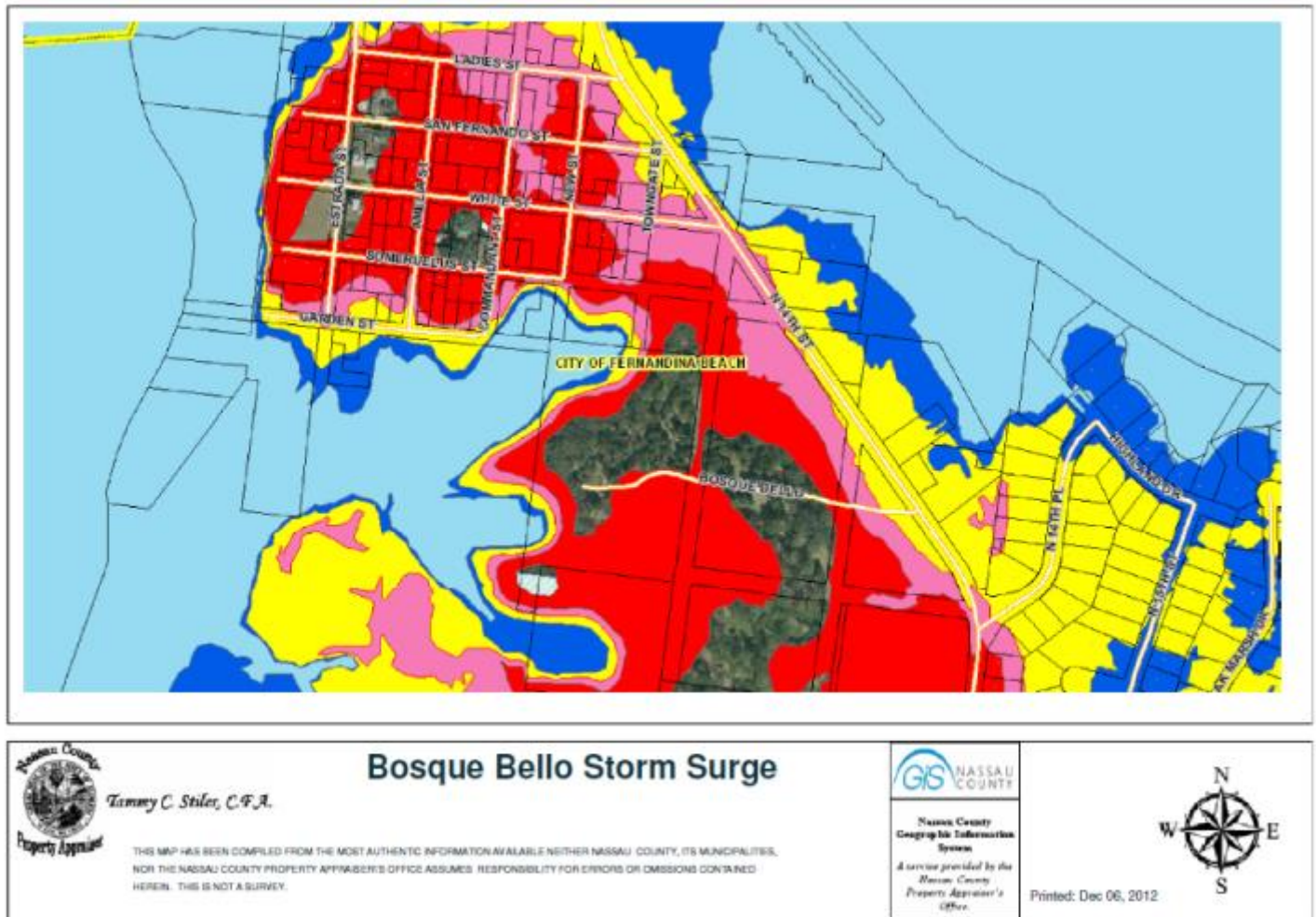
Wind is the second ranked of the lethal components of a hurricane's destructive force. Strong winds can be a very dangerous element of a hurricane due to wind-borne debris, from improperly constructed houses or from loose objects, which can result in injury or death. Gale force winds and tornadoes associated with hurricanes are very hazardous to mobile homes. High winds often down power lines and trees thus inhibiting mobility during and after the storm.

Unlike the effects of the storm surge, the high winds associated with a hurricane will have an impact on inland as well as coastal areas. Therefore, inland areas must plan for the impacts of high winds (fallen trees and power lines) on their road system and, perhaps more importantly, on the health and welfare of their citizens living in mobile homes or in substandard homes which may not be resistant to these high winds.

Rain ranks third in the order of a hurricane's destructive force. During the average 24-hour period that it normally takes a hurricane to pass over an area, an average rainfall of between five and ten inches may occur. Normally, this happens concurrently with the arrival of gale force winds. In Florida, however, there have been hurricane-related rainfalls ranging from 12 to 20 inches. These excessive rains which accompany hurricanes can cause excessive flooding in low lying areas requiring their evacuation. It is very important to consider roads which are rendered impassable during heavy rains and which may affect the evacuation of the vulnerable population.

A storm surge model, SLOSH (Sea, Lake and Overland Surges from Hurricanes), was used to predict the magnitude of storm surge for various scenarios of storm strengths and directions. Data from the SLOSH model was used to map storm

surge inundation areas. Based on these areas of inundation, evacuation zones were established, the population at risk was determined for various hurricane intensities, and the facilities vulnerable to hurricane related flooding were identified. All of Amelia Island, including the entire City limits, is subject to evacuation as part of Evacuation Zone A.



All Florida coastal communities are required to develop a Post-Disaster Redevelopment Plan (PDRP) as part of the Local Comprehensive Plan or as a separate document. The PDRP is likened to an umbrella plan that unites growth management and emergency management planning efforts to develop a comprehensive and collaborative PDRP with community stakeholders. The PDRP addresses issues such as: government operations and citizen response, housing and structural repairs, infrastructure and public facility recovery, economic resumption, land use planning and quality of life resiliency.

Despite commonalities in Nassau County communities, it is recognized that each jurisdiction has its unique features and recovery strategies may slightly vary. The PDRP is intended for use on a County-wide basis. However, local jurisdictions are encouraged to modify the contents as deemed appropriate prior to adoption. Currently, the City of Fernandina Beach has not adopted its own PDRP. The City sent representatives from the Planning Department to be a part of the County's PDRP process and represent City concerns regarding post-disaster redevelopment planning.

As part of this process, City staff ensured that historic preservation and cultural resources were addressed in the Nassau County PDRP. Although many of these policies are applicable primarily to historic structures, there is no reason not to adapt them to Bosque Bello post-disaster planning considerations. Disaster planning activities that should include Bosque Bello are:

- Inventory historic properties in CHHA, SFHA, WUI. (Pre-Disaster)
- Develop post-impact damage assessment data for historic properties. (Short-term recovery period: 1-60 days post-disaster)

- Create a post-disaster Historic Resource Assessment Team, comprised of building department, preservation planner, architect, engineers, and volunteers (if available). (Pre-Disaster and Short-term recovery period: 1-15 days)
- Create a Historic Preservation Response Network (Pre-Disaster, Emergency Period, and Short-term recovery period)
- Review and update historic property review and permitting procedures with the Fernandina Beach Historic District Council and the Florida Division of Historic Resources to ensure that procedures expedite redevelopment and include consideration for hazard mitigation measures. (Pre-Disaster and Short-term recovery period: 15-90 days post-disaster)
- Develop a post-impact workshop or mailing to private historic property owners to let them know about restoration requirements and to avoid demolition. (Pre-Disaster and Short-term recovery period: 15-60 days)
- Develop Fernandina Beach Historic District Council procedures for post-disaster restoration plan. Prioritize resources for making temporary and long-term repairs. (Pre-Disaster, Short-term recovery period: 1-90 days, and Long-term redevelopment: 4 to 18 months)
- Encourage local building officials to employ hazard mitigation measures for repairs to historic structures damaged during a disaster. (Pre-Disaster and Long-term redevelopment: 4-24+ months)
- Ensure that historic properties are not destroyed by demolition or that damages are exacerbated by recovery activities (i.e., debris removal). (Emergency period and Short-term recovery period: 1-60 days)

The Nassau County PDRP Section 4.4.6 also addresses cemeteries specifically:

“Cemeteries have been known to flood in low-lying areas during disasters, such as Hurricane Floyd in North Carolina. Flooding can unearth coffins and float them away, creating the need for collection, refrigerated storage and re-interment of the remains, as well as cause potential public health and safety issues. There are 11 cemeteries that are vulnerable to flooding in Nassau County, as shown in Figure 4.66, and four of these are historic. It is important to create as best an inventory of these grave sites as possible to identify the person and their next of kin, if possible.”

Bosque Bello is included on the map of cemeteries in Figure 4.66, but is not identified as one of the at-risk cemeteries.

Sea Level Rise

The United Nations’ Intergovernmental Panel on Climate Change has indicated that climate change, regardless of source, is a reality. According to this Panel, climate change is “a change in the state of the climate that can be identified (e.g., using statistical tests) by changes in the mean and/or the variability of its properties, and that persists for an extended period, typically decades or longer. It refers to any change in climate over time, whether due to natural variability or as a result of human activity.” The major aspects of climate change that will potentially affect Florida are increasing greenhouse gases, increasing air temperature and water vapor, increasing ocean temperature, and increasing sea level. Results of these aspects include increased ocean acidification, altered rainfall patterns, increased frequency and intensity of tropical storms and hurricanes, loss of marine life, changes in species and nutrient supply, and increased algal blooms. Potential strategies to addressing climate change include accepting some effects of climate change impacts, mitigating against change, or adapting to the changes.

Increasing sea level can lead to increased stresses on or losses of tidal wetlands, changes to the landforms of estuaries, tidal wetlands, and tidal rivers, increased instability of beaches, barrier islands, and inlets, and increased threats to coastal fresh water supplies. As a community located on a barrier island, the City must take sea-level rise seriously. A rise in sea-level will have impacts on infrastructure, development, community health, and the economy. In the report, *The Effects of Climate Change on Florida’s Ocean and Coastal Resources* (2009), the following is stated regarding impacts on barrier islands:

Effect: Changes in Beaches, Barrier Islands, and Inlets

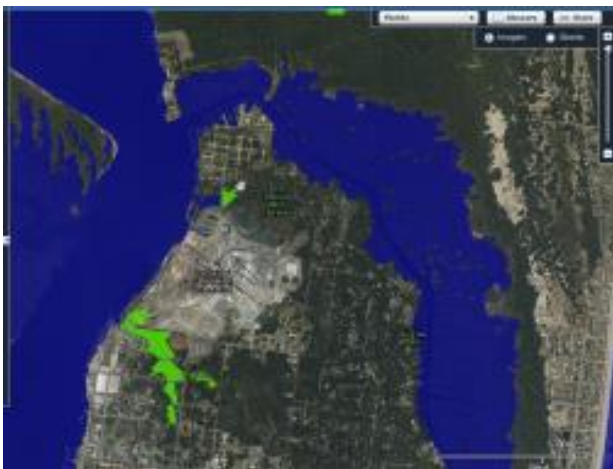
What We Know: Shoreline retreat due to erosion and overwash is occurring now. There is an increase in the formation of barrier island inlets and in island dissection events, in which islands are eroded by wind and waves.

What is Probable: Continued sea-level rise will exacerbate erosion. Barrier islands will continue to erode, migrate landward, and be reduced in elevation. Coastal transportation infrastructure will be affected.

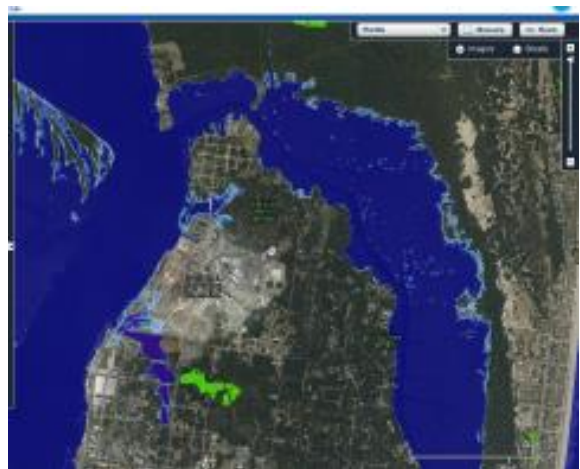
What is Possible: Increased overwash, breaching of coastal roads, and dissection of barrier islands will occur. Low barrier islands will vanish, exposing marshes and estuaries to open coast conditions.

Although estimates of sea-level rise vary greatly, and the most certain aspect is the uncertainty, the reality is that the sea-level is increasing. How much remains to be seen, but the City should begin proactively planning for rising sea-levels. Coordination with the County, state and federal governments should occur to help address how to begin planning for a long-term strategy to accept, mitigate, or adapt to rising sea levels. The City should also prepare for other climate change-related impacts, such as the potential for increased storm activity and intensity, and the impacts on estuarine systems.

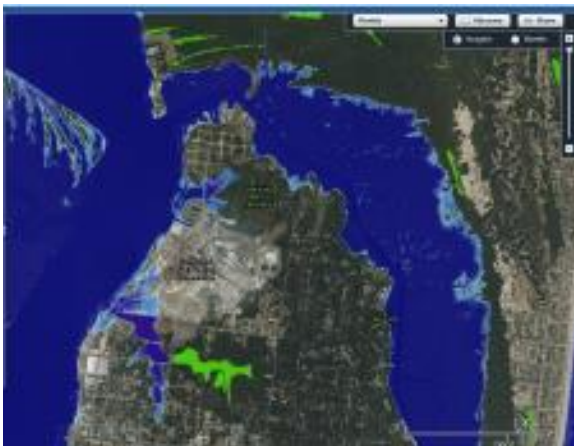
The City should take into sea level rise in long-range planning for Bosque Bello. Maps from NOAA's Digital Coast Sea Level Rise and Coastal Flooding Impacts Viewer indicate water encroachment into Bosque Bello with as little as a one-foot increase in sea level. As part of this research, staff investigated cemetery planning in light of sea-level rise, and found few resources offering guidance at this time. This is a relatively new topic and should be monitored as more becomes known about sea level rise. The City will need to evaluate the impacts of increased water on existing gravesites and evaluate options for addressing them. The historic section of Bosque Bello is most at risk due to its proximity to existing wetlands and water. Steps in planning for sea level rise include a vulnerability assessment and identification of mitigation strategies. It is safe to say that the old section is the most vulnerable; the next step will be to identify potential mitigation options for this portion of the cemetery.



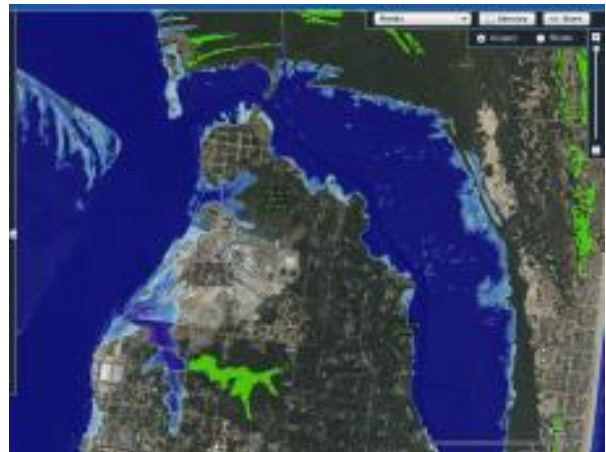
Base Level



1ft. Sea Level Rise



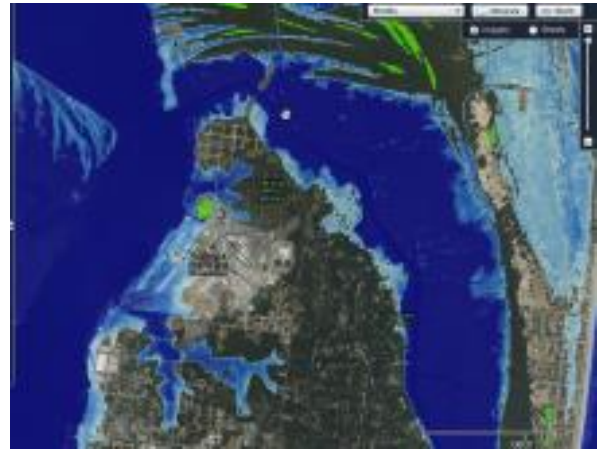
2ft. Sea Level Rise



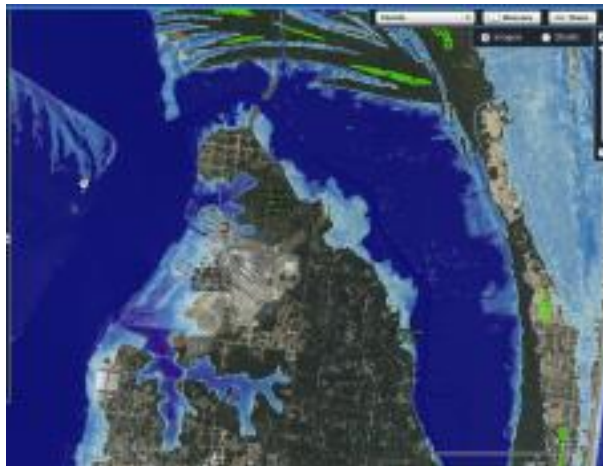
3ft. Sea Level Rise



4ft. Sea Level Rise



5ft. Sea Level Rise



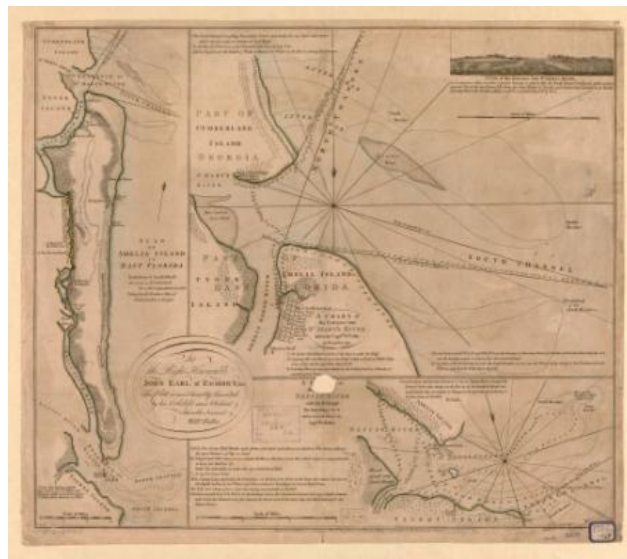
6ft. Sea Level Rise

Imagery Source: Digital Coast (NOAA Coastal Services Center), Sea Level Rise and Coastal Flooding Impacts Viewer

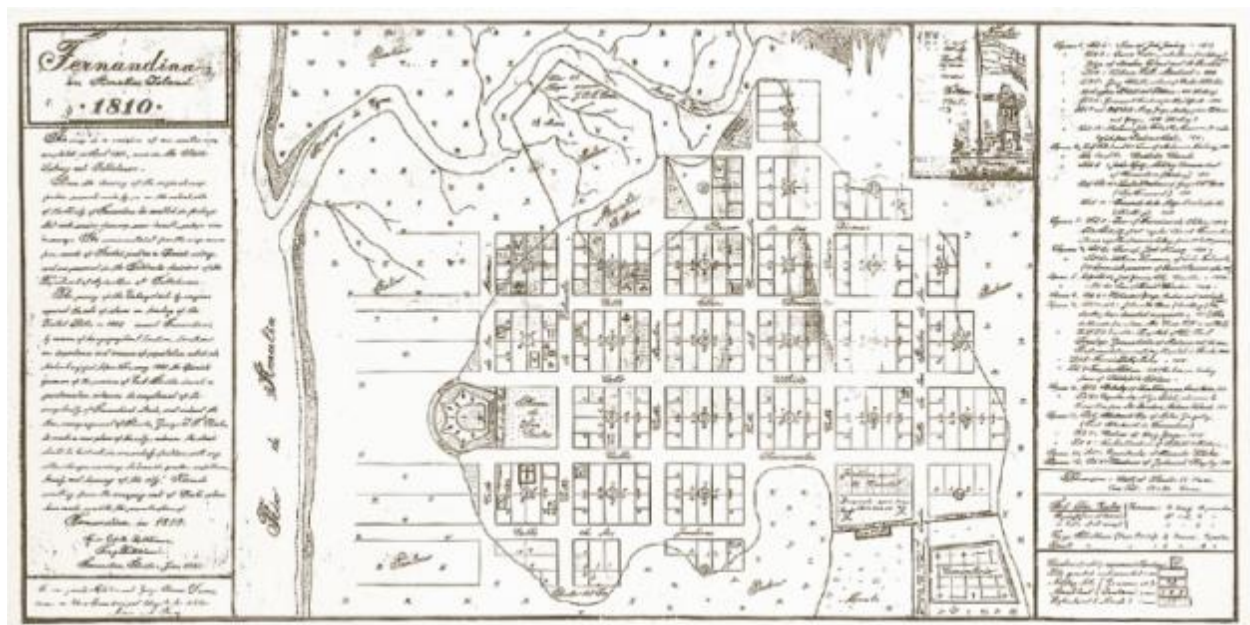
CEMETERY HISTORY

Cemetery History

Bosque Bello Cemetery is the oldest cemetery in Fernandina Beach. It is situated in the original town of Fernandina, now known as Old Town, on 34 acres of land that were originally part of the Spanish Land Grants. The original sections are believed to have been donated from a land grant held by Don Fernandez in 1798. The 1810 and 1811 Fernandina maps shown below indicate land designated for a cemetery. The city plat of 1857 shows the cemetery although the city did not claim the old portions of the cemetery. The name, Bosque Bello, is Spanish and can be translated as “Beautiful Woods” which does describe its area of hills and many large live oaks. The cemetery did not become known as Bosque Bello until well into the 20th century. Earlier, it was called Old Town Cemetery. No Sanborn maps exist showing the cemetery.



c. 1777 Map – Bosque Bello is not noted since this is pre-establishment.



c.1941 map illustrating Old Town c.1810. The cemetery is noted at the bottom right of the image.

Evolution of Cemeteries in the United States

Understanding the evolution of cemeteries in the United States provides context for understanding the evolution of our city cemetery, Bosque Bello.

Before 1831 burials were in churchyard cemeteries or common areas near center of a city or town. The burial areas were treated as unattractive necessities to be avoided by the living and were most often neglected. As the burial grounds became overcrowded and became public health hazards, the rural cemetery movement began. The dead were moved out of the city center larger burial grounds. This movement resulted in a most positive image of peacefulness surrounded by nature. It led to the creation of public parks. Tombstones became an art form. Elaborate markers and walls defining the grave plots were erected by families.

After 1855, the rural cemetery movement evolved to a lawn cemetery movement. Cremation had become more popular and monuments were less popular. Common open space with unbroken lawn scenery characterized cemeteries of this era.

After 1920, the memorial park movement grew. This reflected changes in American society on death and mortality—changes away from severe views to the creation of peaceful places of internment with trees and lawns. Memorial parks also reflected economic growth in the United States; they were managed by professionals who cared for every lot and grave. Grave markers flush with the ground became popular.

These stages in cemetery evolution are reflected in Fernandina's cemetery, Bosque Bello. The old section is filled with family plots often defined by walls and containing sometimes elaborate monuments. The new section is characterized by more open space, simpler monuments, and a lawn-like appearance.

Bosque Bello Cemetery in Context: A Timeline of Early Cemeteries

Cemeteries in bold are in Nassau County. Only those established before 1900 (with one exception) and having more than 12 graves are included.

- 1789 St. Louis Cemetery, New Orleans, LA. Burials in above ground vaults due to high ground water.
- 1796 New Burying Ground (later Grove Street Cemetery), New Haven, CT. First chartered burial ground in United States.
- 1798 Bosque Bello Cemetery established. Fernandina, FL**
- 1793 Harrison Cemetery. Amelia Island, FL.** Includes Harrison family members and Dorion Dig reburials.
- 1804 Père-Lachaise Cemetery, Paris, France. Model for Mt. Auburn.
- 1831 Mount Auburn Cemetery. Cambridge, MA. First large designed landscape open to the public in United States.
- 1832 Kensal Green Cemetery. London, England.
- 1836 Laurel Hill Cemetery. Philadelphia, PA.
- 1838 Green-Wood Cemetery. Brooklyn, New York.
- 1839 Highgate Cemetery. London, England.
- 1845 Spring Grove Cemetery. Cincinnati, OH.
- 1848 Holly-Wood Cemetery. Richmond, VA.
- 1849 City Cemetery. Sacramento, CA.
- 1849 Bellefontaine Cemetery. St. Louis, MO.
- 1849 Forest Lawn Cemetery. Buffalo, New York.
- 1850 Oakland Cemetery. Atlanta, GA. 88 acres.
- Mid-1800s Connor-Green Cemetery. FL-GA border.**
- 1860 Graceland Cemetery. Chicago, IL.
- 1860 King's Ferry Cemetery. King's Ferry, FL.**
- 1860 Vaughan-Scott Cemetery. Amelia Island, FL.**

- 1863 Mountain View Cemetery. Oakland, CA. Designed by Frederick Law Olmsted.
- 1868 St. Peter's Episcopal Cemetery. Fernandina, FL.
- 1868* Acosta Cemetery. Yulee, FL.
- 1869 Braddock Cemetery. Yulee/Callahan FL.
- 1870 Fernandez Cemetery. Fernandina, FL. For heirs of Domingo Fernandez.
- 1870 Haddock-Libby Cemetery. King's Ferry, FL.
- 1874 Higginbotham Cemetery. Evergreen, FL.
- 1872 Braddock Cemetery. Hilliard, FL.
- 1875 Wilds Landing Cemetery. North of Yulee, FL.
- 1877 Wingate Cemetery. North of Yulee, FL.
- 1877 Evergreen Cemetery. Los Angeles. Oldest existing cemetery in Los Angeles
- 1880 Chester Cemetery. Chester, FL.
- 1880 Evergreen Cemetery. Jacksonville, FL.
- 1884 Kirkland Cemetery. Kirkland Lake, FL.
- 1885 Judd Cemetery. Amelia Island, FL.
- 1912 Franklinton Cemetery. Amelia Island, FL. Established for descendants of Harrison Plantation slaves.

Timeline of Events and Expansion of Bosque Bello Cemetery

Year	Event
1798	Reputed date of establishment. Site given by Domingo Fernandez for public burial ground under Spanish rule.
1811	Platting of Old Town. Plat notes existing burial site.
188-1847	City Blocks 24 and 25 (each 0.93 acres) of Old Section platted.
1847	City Block 221 (7.25 acres) of Old Section platted. City Block 221, Lots 4-7, (3.70 acres) of Old Section platted. Division 71 – City Block 221, 100' of Lot 8 (0.53 acres) of Old Section platted. United States Senate Bill 161 officially dedicating public burial ground to City of Fernandina Beach.
1847-1857	City Block 221, 100' of Lot 3 (0.53 acres) of Old Section platted.
1857	Cemetery appears on City Cemetery on City Plats.
1877	Yellow fever victims buried.
1896-1916	City in possession of cemetery records from this time, including over 1,500 burial records and death certificates, and monthly burial registers. Documents indicate existence of Ladies Cemetery Association during this time.
Early 20 th C	Cemetery divided into "white" and "colored" sections. Prior to this, the cemetery was integrated.
1938	Ladies Cemetery Association re-formed April 14 th . The association appears to have existed until at least 1959.
1942	Divisions 1-18 (1.80 acres) of New Section platted.
Mid-1940's	New section added. Land donated to City by J.G. Cooper and Sadie Cooper in 1945.

Year	Event
1945	Section east of North 12 th Street added.
1947	New sections cleared and established as New White Cemetery and New Colored Cemetery.
1949	Divisions 19-22 (0.43 acres) of New Section platted. City Manager requests changes to cemetery management and ordinance.
1952	Divisions 23-27 and part of Division 21 (0.77 acres) of New Section platted.
1955	Divisions 28-70 (3.5 acres) of New Section platted.
~1960's?	Cemetery reintegrated after desegregation required by U.S. Supreme Court.
1967	City Commission asked by Cemetery Association for funding for perpetual care.
1970	Bosque Bello Cemetery Association, represented by President James Beard, asks City Commission for perpetual care fund.
1982	Blocks 1-17 (3.948 acres) of New Section platted.
1988	First mapping and inventory of cemetery by members of the General Duncan Lamont Clinch Historical Society completed and published as <i>The Original Section of Bosque Bello Cemetery</i> . Harold J. Belcher was the project chair.
1990	Blocks B1-B2 (0.08 acres) of New Section platted.
1997	Amelia Island Genealogical Society survey update of later burials and survey of New section.
2007	Blocks 18-32 (4.26 acres) of New Section platted.
2007-2012	City Blocks 225 and 249 of New Section platted.
2011	Bosque Bello is included in the City's Comprehensive Plan in the Historic Preservation and Recreation and Open Space elements.
2012	Amelia Island Genealogical Society starts work on resurvey of New Section and begins a database including photographs of gravestones.
2012	City starts cemetery master planning process.

Significant People and Groups

There are many important people, families and groups buried at Bosque Bello. The fascinating stories of these individuals tell the story of the town of Fernandina Beach; they represent our connections to locally, regionally, and nationally significant events. Early residents, lighthouse keepers, mayors and other politicians, yellow fever victims, nuns, and veterans of many wars are all buried at Bosque Bello.

Bosque Bello is the resting place of numerous veterans of various conflicts. A list of veterans through World War I can be found in the appendices.

Burial records were kept by the superintendents of the cemetery and stored at City Hall. Burial reports for the year 1896 to 1916 were discovered during this master planning process. Death certificates were also discovered among the monthly burial reports. These death certificates contain valuable data about the citizens of Fernandina and are included in the Florida Memory Project (<http://www.floridamemory.com>). Information is indexed by surname, date, and cause of death.

Peter Bouissou de Nicar

1813--Peter Bouissou de Nicar (1747-1813) has the oldest gravestone found in the cemetery. He was a black mercenary, a Mason and a Captain in the army. He apparently died in Old Town.

Father Patrick Halligan

1963--Father Halligan was a respected priest at St. Michael's Catholic Church from 1935 to 1952. He requested burial next to Peter Bouissou.

Sisters of St. Joseph

1877-1934--The Sisters of St. Joseph were an order of Catholic nuns from France. They founded a school in Fernandina to teach freed slaves following the Civil War. They tended the victims of the Yellow Fever epidemic of 1877. Two young nuns who died of yellow fever were originally buried in the church yard. Many years later, they were moved to Bosque Bello where 11 of the Sisters are buried.



*Sister Catherine Byrne with two
young girls (left)
Sister Marie Celinie Joubert (right)*



Spanish American War veterans

1898-- At least fifteen veterans of the Spanish-American War are buried at Bosque Bello and it is documented that 28 died from disease, primarily typhoid fever.

Acosta Family

1838-1916--At least 11 members of the Acosta family are buried there. They include Jane Alberti Acosta who died of yellow fever in 1838 (at age 50); she was the wife of Domingo Acosta and mother of seven children born in Nassau County between 1815 and 1834. Several of the Acostas were postmasters.

Antonio Diaz

1841--Antonio Diaz was witness to the Patriot War of 1812 and a resident of Old Town. He was born in Palma (Canary Islands).

Amos Latham/Thomas John O'Hagan

1761-1842--Amos Latham was one of two Revolutionary War soldiers buried on Amelia Island. He served as first on Cumberland Island. When the lighthouse was brought to Amelia Island in 1838, he became the first lighthouse keeper on Amelia Island. His wife and other Lathams are buried in his plot. Patrick O'Hagan became light keeper in 1905. His son, Thomas John O'Hagan was the last civilian light keeper on Amelia Island. His wife, Helen Morse, was the great-great-granddaughter of Amos Latham.

Seton Family

1856--The Seton family plot includes remains of Charles (died 1856) and his wife Matilda (died 1856), who were early settlers of Old Town and owned at least 16,000 acres in the county. Charles Seton was once mayor of Old Town.

Civil War Veterans

Civil War veterans include 37 Federal (Union) troops (33 of these were African-American) and 11 Confederate troops. This group includes Major Thomas Leddy, who later owned the Florida House Inn. He died in 1873. There are 11 Confederate troops buried, including Christian Peterson, the only Civil War soldier to die in Fernandina; he died of disease in 1861. Henry and Mary Muller are both buried in Bosque Bello; Henry was a private with the 47th Georgia Confederate troops, and Mary was a nurse in Confederate service. Lt. Edward J. Johnston died in 1863 in Fort Warren, a prison in Boston Harbor. He served as Engineer in Confederate Navy. Part of his remains were brought to Bosque Bello and reburied in 2002. His grave is at the foot of that of his wife, Virginia (1830-1916) who outlived him by many years.

John Henry McDermott and Samuel Sidney Sauls

1873--An unusual dual monument was erected to John Henry McDermott and Samuel Sidney Sauls. These two men were killed together in a saw mill explosion in St. Mary's on 23 October 1873.

A. A. Cushman

1904--The only zinc marker in the cemetery is on the grave of Mrs. A. A. Cushman (died 1904). The marker was probably cast up north. There is a similar marker in St. Peter's Episcopal cemetery.

Andrew Higginbotham

1909--Andrew Higginbotham served as the city's sheriff from 1900-1906. Other family members share his plot.

**Steil Family**

1891-1906--The grave markers of the Steil family were vandalized in the late 1980s. The elaborate stone carvings were too expensive to repair. The oldest graves in the plot are those of Arthur (1854-1906) and Emma (1866-1954). Arthur Steil was a saloon owner in Fernandina. The family of his wife, Emma Theide, came to Fernandina shortly after the Civil War.

Steil Family Plot

Delany Family

1874-1897--Thomas and Sarah came to Amelia Island from Georgia as freed slaves at the end of the Civil War. They had eleven children all of whom were educated and learned a trade. One son, Henry Beard Delany, became the first African-American Episcopal bishop in the United States.

Suhrer Family



1884-1949--Ferdinand Charles Suhrer served in the Civil War as a Union soldier. After the War, he brought his wife, Eva Rosa Plotts, to Fernandina. He served as postmaster and later became manager of the Mansion House. He was murdered by Thomas Jefferson Eppes in 1884. Eppes was found not guilty after evidence that Suhrer had insulted his wife was presented.

Headstone of Ferdinand Suhrer

Sollecito Salvador

1869-1924--Sollecito Salvador was a Sicilian immigrant who became known as the "Father of the Shrimping Industry".



Sollecito Salvador



Ferreira Family

1850-1937--The Ferreira family worked for the Florida Railroad Company, which was founded by David Levy Yulee in 1853. John Apolonia Ferreira was an ancestor of Juan Ferreira, who came to St. Augustine from Portugal in 1800. He worked as a railroad engineer on the train that ran from Fernandina to Cedar Key.

John A. Ferreira

Dr. D. Granville Humphreys

1873-1956--Dr. D. Granville Humphreys was a well-respected physician in Fernandina. The former Hospital on 14th Street was named after him.

Kelly Family



1826-1967--Several members of the Kelly family are buried at Bosque Bello. Colonel Patrick Kelly (1826-1908), a native of County Sligo, Ireland, came to Fernandina in 1855. He became the assistant supervisor of the old Florida Railroad and was elected to the state legislature in 1859, serving until the opening of the Civil War. William R. Kelly (1865-1896), was the first president of the Fernandina Western Railroad and head of the large wholesale and retail firm of Kelly & Bros. T. Howard Kelly (1895-1967) was a renowned author and screenwriter, as well as business executive.

T. Howard Kelly

Demetrios Nicholas Deonas

1909-1969--Demetrios Nicholas "Jimmy" Deonas was born in Santorini, Greece and immigrated to Fernandina Beach. Influenced by the Greek art of shipbuilding, he designed the "Super trawler" boat, which is commonly used today in the shrimping industries.

Demetrios Nicholas Deonas



Traeye Family

1839-1979-- An African American Family that lived in Old Town as free, property-owning citizens prior to the Civil War. Their descendants are still prominent in Fernandina Beach today.

Romeo Joseph Roberts

1919-1983--Romeo Joseph Roberts was the cook on board the *Jim Guess*, a pogy boat owned by the Nassau Fertilizer and Oil Company. Pogy fishing was once an important employer of many residents of Old Town. Pogy, also called Menhaden, was processed at the Pogy Plant producing fertilizer and oil.

Helen Gordon Litrico



1927-2008--Helen Gordon Litrico was a pioneer in television and print advertising, and served as one of the first employees at Amelia Island Plantation as the Public Relations Director. As an avid lover of local history, she was instrumental in the creation of the historic district in downtown Fernandina Beach and founded "Amelia Now," a quarterly guide to Amelia Island.

Helen Gordon Litrico

Lasserre Family



(1855-2010) The Lasserre Family has several prominent members buried at Bosque Bello. Thomas Burke Lasserre was an early harbor pilot and was a resident of Old Town. His son, Thomas N. Lasserre fought in World War I. Elmer Eugene "Gene" Lasserre served during WWII and became president of the Lasserre Motor Company. He also served as Commissioner of the Ocean Highway and Port Authority and was instrumental in the development of the Port of Fernandina, which opened in 1986.

Elmer Eugene Lasserre

Tringali Family

(1883-2012) Originally from Sicily, Salvatore and Francesca Tringali immigrated to Fernandina and became pioneers of the shrimping industry. Two of their sons, Joe Tringali and Angelo Tringali served in WWII and came back to Fernandina to become co-owners of the Tringali Brothers Seafood Company; this company became one of the most well-known and successful operations on the east coast. Joseph A. Tringali captained the *Dixie Queen* and won the first three annual races of the Fernandina Shrimp Festival. His brother, Angelo, was captain of the *Amelia*.

*Joe Tringali (left) and
Angelo Tringali (right)*



CULTURAL LANDSCAPE INFORMATION

Cultural Landscape Information

Ancient Cemetery – North End



The oldest section of Bosque Bello lies in the northwest corner of the cemetery, approximately 550 feet of City Block 222, as measured along Magnolia Street (aka N. 12th Street) on the east. It is bordered on the South by the unpaved portion of Bosque Bello Street, on the west by wetlands, and on the north by undeveloped City Blocks 24 and 25. Under a dense canopy of Oak and Cedar trees, the oldest graves lie in its northwest corner of this section, not far from where the town gates to Old Fernandina (Old Town) once stood. Many century-old Sago and some Coontie plants also dot the landscape.

The interior of this section is accessible via wheel-rutted one-lane streets. Oleander Street runs in an arc from Magnolia Street to Bosque Bello Street. Redbud Street runs north-south between Oleander Street and Bosque Bello; while Azalea Street runs in an arc from Oleander to Bosque Bello. These streets are narrow and vehicular traffic has damaged gravesites at the intersection of Oleander and Azalea.



The terrain in this section slopes steeply to the northwest corner point from a peak that runs roughly parallel and west of Redbud Street. A more gradual slope to the west extends all along the west border of this section as well. Lack of ground cover under the canopy has led to erosion that threatens the integrity of monuments and walls around plots in this section.

Almost all plots in this section are family plots, most sharing walls or coping, with few individual gravesites located outside these family plots. Walls are generally coquina or brick covered by a stucco mixture and most of them are in a state of significant decomposition. Some plots are surrounded by iron decorative fences with gates. Other plots are surrounded by coping (less than 12 inches high), most made of brick covered with concrete.



With just a few exceptions, burials are under ground. Monuments are granite or marble - typical of 19th and early 20th century design. Some of these monuments include statuary – angels, children holding lambs, and female form at the foot of a large cross. The only zinc monument in the entire cemetery is here in this oldest section. There are at least three above-ground tombs: the Mizell tomb is granite and in good condition; the tomb of an unknown person is brick, covered with stucco, and it is in need of immediate attention, as it is coming apart at the

top.

Many monuments and markers in this section are sharply tilting, broken, or vandalized. Damage has been done by fallen limbs of huge oaks or cedars. Small plants installed a hundred years ago within some plots have grown large, cracking and pushing monuments in their way. Some monuments have suffered from vandalism. Two most recent acts of vandalism involved the removal and disappearance of the heads of two beautiful angels in this section. As a result of all of the above, there are many monuments and statuary that



require stabilization and repair. Looking to the future, diseased trees and limbs must be removed to prevent further damage to this beautiful old section. Finally, steps should be taken to reduce the possibility of even more vandalism.

Ancient Cemetery – South End

This section of Bosque Bello Cemetery lies directly south and is contiguous with the North End described above. It consists of the rest of City Block 222 and Lots 4 thru 7 of City Block 221. It is bordered on the north by Bosque Bello Street, on the east by the unpaved portion of Magnolia Street for a distance of approximately 650 feet, on the south by Division 71 (next page) and on the west by wetlands. The canopy here is predominantly cedar trees and less dense than



that at the north end of Block 222. Palms, Sago, and a variety of ornamental trees also share the landscape. Burials in this section are primarily that of the African-American citizens of Fernandina and Old Town. Historically significant in this area are the graves of “U. S. C. T.” (U. S. Colored Troops) who fought for the Union in the Civil War. These gravesites are scattered throughout this section.

The interior of this section is accessible from the unpaved portion of Bosque Bello Street via Oleander Street that runs south and parallel to Magnolia, for the full length of this section until it curves east to intersect with Magnolia; the west portion of this section is accessible via Azalea that runs south only a short distance before it curves to intersect Oleander.

For the most part, the terrain here is flatter than the north end. Although it gently slopes toward the southeast corner of the section, there is much more ground cover in this section and erosion is less significant, although there are several areas that need attention. Some flooding has been observed at Nassau Street. There is also a gentler slope to the wetlands to the west, all along this section. At this writing, the “ground cover” in this section includes many weeds, with a high concentration of sandspurs.

The burials are all under-ground. Markers and monuments are mostly typical 20th century design with some 19th century specimens, made of granite, marble, or concrete, being smaller with less variety of style and less ornate than many at the north end. There is no significant statuary. There is a mix of family plots and individual graves. With the exception of one wall built in 2012 around the Allen family plot (stucco over concrete block), there are no walls in this section. There are only a few iron fences with gates. While some family plots are surrounded by coping, many family plots have no boundaries identified.



The most significant problem in this section is the sinking of markers and monuments – some to the point where even names are unreadable. The soil appears to be looser in some parts of this section. These markers will have to be raised before they completely sink below the surface. The section also shares many of the problems that plague the North End, including deteriorating coping around plots and tilted, broken and damaged monuments. Many trees have dead limbs that must be trimmed to prevent future damage to monuments and coping.



Ancient Cemetery – Division 71

Division 71 was platted in 1947 and covers the north 100 feet of Lot 8 in City Block 221. It lies at the south end of the unpaved portion of Magnolia Street and extends beyond the south end of Oleander Street at its intersection with Magnolia. It is bounded on the south by property belonging to the Rock-Tenn Company and on the west by wetlands. It is contiguous to the southeast end of Block 222, with an equivalent canopy and terrain. (Ancient Cemetery – South End).

This is a small section of Bosque Bello and existing graves are accessible from its bordering streets, Magnolia and Oleander. There is an unused portion of this section to the west (north 100 feet of Lot 3, City Book 221) which has not been cleared for gravesites and is not easily accessible from those streets. Future use would require an easement on Rock-Tenn Company property to the south. In addition, some of these potential gravesites may be susceptible to encroaching marsh lands with the rise of sea-levels in future years.

This Division is divided into three fairly distinct sections, each laid out south to north. Section 1 consists of 40 lots laid out in two back-to-back rows; Section 2 consists of 80 lots laid out in 4 back-to-back rows; and Section 3 consists of 60 lots laid out in 3 back-to-back rows. Within each section there is a mix of family and individual graves – some with coping and others with none. Monuments are 20th century designs – as in the adjacent Ancient Cemetery – South End. At this writing, there is no indication of sinking monuments.

New Bosque Bello Cemetery– Divisions 1 through 70

This section of Bosque Bello Cemetery was platted and developed in stages from 1942 through 1955. Of irregular shape, it is bordered on the west by Magnolia Street, running from North 14th Street to Nassau Street; on the south by Nassau Street, until you reach an unnamed lane which borders Block 1 (see next section); on the east by the unnamed lane running from Nassau Street to Bosque Bello Street; from there on the south by Bosque Bello Street until you reach the North 14th Street Main Entrance; and on the northeast by North 14th, until you return to Magnolia Street. Within the borders described above is a section known as “Babyland,” but it will be described separately in this document.



The interior of the majority of this area is accessible by a series of parallel rutted one-lane streets which run between Magnolia Street and North 14th Street, parallel to and north of Bosque Bello Street: J. J. G. Cooper Street, Cedar Street, Oak Street, Pine Street, and Holly Street. The interior of the remaining area is only accessible from walking lanes running north-south between Nassau Street and Bosque Bellow Street. Each division within both areas is a rectangle of lots. The configuration of these rectangles vary: configuration A contains 10 sections; B contains 5 sections; D contains 12 sections; E contains 6 sections. The remaining configuration is not separated into sections; configuration C is a single rectangle two lots wide and 20 lots long (total 40 lots). Each of configurations A, B, D, and E contains eight 5' by 10' lots; lots in configuration C are also 5' by 10'. Note that the divisions and sections that border North 14th Street are truncated by that Street and contain two or more partial sections, rather than the full complement of sections.





are pretty well maintained and their growth does not threaten damage to coping or monuments at this time.

The terrain is relatively flat with no known erosion issues. Ground cover is in good condition, although much of it would be classified as weeds. Monuments are granite or



marble, with some small statuary at some sites. The style of monuments and symbolism are 20th century. Many are dual tombstones, citing the surname and then given names of husband and wife. There are several fine examples of art-deco monument designs. Late-20th century examples are engraved with symbols that reflect the occupations, hobbies and interests of those buried – doctors, lawyers, fishing, hunting, sports enthusiasts, etc. The condition of monuments/tombstones and coping are generally in good condition.



New Bosque Bello Cemetery - Babyland

The area known as “Babyland” was partially platted in 1990, AFTER an unknown number of graves already existed in this section. The area in which those original graves were established has never been platted. While this area is supposed to contain graves of infants and children, there are some adult graves here. This section occupies a part of the area described above (New Cemetery - Divisions 1 – 70). It runs parallel to and west of the unnamed lane described in the previous section of this document, running north-south between Bosque Bello Street and Nassau Street and consists of less than 0.2 acres. It is just west of Block 1, described in the section below. Access is along the boundary roads of Bosque Bello Street on the north, the unnamed lane on the east, and Nassau Street on the south.



The canopy and terrain is very much like that described in the previous section (New Bosque Bello Cemetery - Divisions 1 through 70). The area slopes downward from Bosque Bello Street to Nassau Street. There are no apparent erosion issues.

Burials are all below ground and monuments of mostly granite dot the landscape. They appear to be in good condition. Lot sizes are 2.5’ by 5’. But since there are adult graves as well in this section, four lots were probably merged into a 5’ by 10’ lot to accommodate adult burials. There is some coping (less than 6 inches high) around sets of graves, assumed to be family plots. But most graves are individual.

New Bosque Bello Cemetery - Blocks 1 through 17

This area of Bosque Bello was platted in 1982, consisting of almost 4 acres. It is bounded on the north by Bosque Bello Street, running from North 14th Street to the unnamed lane mentioned above; on the west by the unnamed lane; on the south and east by property belonging to the Rock-Tenn Company, and on the northeast by North 14th Street.

Lots are laid out in long Blocks running approximately east/west. Each block consists of a total of 135 lots laid back to back in two rows. Lot sizes vary due to the plat tapering at an angle. Interior access is provided by rutted driving paths between the Blocks that run from Bosque Bello Street to a narrow dirt road that borders the Rock-Tenn property at the east and south sides of this section.

The canopy in this section is less dense than previous sections described and consists exclusively of large majestic oaks. There are no landscape plants. All burials are below-ground and grave makers here are all level with the ground; most are bronze on granite slabs – typical of late 20th century cemeteries concerned with easy-maintenance lawn trimming. For this same reason, there are no coping, walls, fences, or foliage to define family plots.



New Bosque Bello Cemetery – Blocks 18 through 32

This area of Bosque Bello was platted in 2007 and consists of 4.26 acres. It is bordered on the west by an unpaved portion of Magnolia Street, on the north by Nassau Street, and on the south and east by an unnamed dirt road that borders Rock-Tenn property and runs from Magnolia Street, eventually curving until it intersects Nassau Street. Each Block is laid out in two rows of back-to-back lots. There is no interior road access to this area; but there are twenty-foot rights-of-

ways running north-south between Nassau Street and the dirt road that borders Rock-Tenn property between each Block.



The canopy in this section is oaks and some cedar. Since this is the newest section of the cemetery, any landscape foliage planted has not had time to mature into the larger landscape plants seen in other sections. The terrain is relative flat here with no known erosion issues. Ground cover is in fair condition, but many weeds. Monument design is quite diverse. There are 21st century granite designs with several examples of laser-etched digital images. The popular use of black granite is more prevalent here than in other areas of the cemetery. Some monuments are shaped or engraved with symbols or pictures that

reflect the occupations, hobbies and interests of those buried. Monuments are new and in very good condition. There are at least four above ground tombs for multiple burials, and some examples of a return to older traditional elements. A black aluminum wrought-iron-looking fence is around one plot. Several older Celtic crosses have been mounted on granite bases. Large white marble statues of angels can be found here. Many family plots are surrounded by low coping; sometimes the ground within is covered with white gravel or plant groundcover. There are no real problems, with the exception of at least one instance of vandalism– the destruction of one of the angel statues.



Iconography in Bosque Bello

Bosque Bello is home to both traditional and contemporary cemetery symbolism and iconography. Iconography is defined as “the visual images and symbols used in a work of art or the study or interpretation of these.” Contemporary iconography is illustrated in the new section, particularly Blocks 18-32.

One of the traditional forms of iconography involves hands placed on a stone. Hands may be pointing up, down, or be clasped together. Hands pointing up or down are intended to indicate the presence of God. Where a hand is pointing up, this is a symbol that the person’s soul has gone to Heaven. Where a hand is pointing down, it is symbolizing the arm of God reaching from Heaven to bring the person home. In the instance of the photo at right, the hand is paired with a broken chain, which can indicate a life that ended too quickly or unexpectedly. The stone notes that Irene died at 14 years old.



Clasped hands can have a couple of meanings. Sometimes the hands represent marriage, and in that case one sleeve may appear masculine and one may appear feminine. That symbol may be found on a joint headstone of a married couple. In the photo at left, the clasped hands may be a symbol of either a welcome from Heaven or a farewell from Earth, since they do not appear on a joint headstone.

The photo at right depicts a hand holding some type of flower, and is surrounded by other flowers. Flower symbolism is very common, especially during the Victorian era, and usually the flowers chosen were intended to represent a virtue or attribute. The flowers on the Brady stone at right are hard to discern, but may be some type of daffodil and rose. Daffodils carried the attributes of divine love and sacrifice, and roses are used in Christian symbolism as either a sign of martyrdom or purity. The rose can also mean Paradise. For whatever reason the flowers shown were chosen, the fact that they are in the hand of the person may illustrate that they had the attributes of the flowers selected.



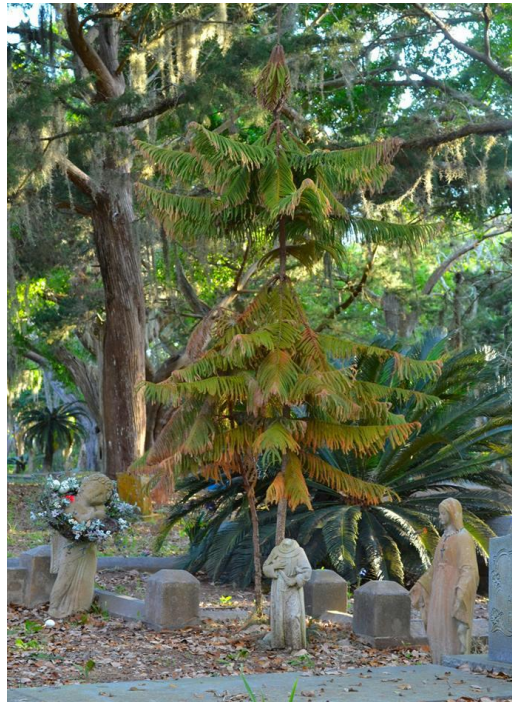
Bosque Bello is home to at least a few crosses that are made of stone, but are carved to look as if the cross was made of wooden logs. In at least one instance, a descendent indicates that the family head buried there was a carpenter. Another option may be Christian symbolism that Jesus’ cross was made of wood from the Tree of Life. In certain communities, the fraternal organization Woodmen of the World utilized headstones that looked like wood or a tree stump, because part of membership in that group (at least until the 1920’s) involved a guaranteed headstone. There is not an indication that any of the stones pictured here were because of membership in that organization, however.





Bosque Bello is also home to numerous stones that have various symbols, letters, or images that represent societies, clubs, and fraternal organizations. In the photo at left, the pentagram at the top of the stone is a sign that Laura Burt was a member of the Order of the Eastern Star, which is the female counterpart to the Freemasons. Each symbol within the star represents a heroine and also represents one of the five tenets of the Eastern Star. Other organizations' symbols are similar and represent aspects of that particular group's membership.

The most common religious symbolism found in Bosque Bello is Christian. Crosses of all shapes and sizes are present on many stones, as are angels.



Although the cultural landscape evaluation has documented some preservation problem areas, there has been an improvement in cemetery maintenance since Parks and Recreation took over management of the cemetery in 2003, as illustrated by the photos below.



2003



2012



2003



2012

BURIAL OPTIONS AND ALTERNATIVES

Types of Burials Currently Available

The only type of burial that is presently allowed in Bosque Bello are below ground and above ground burials for traditional casket burials. Cremains may be buried, but are required to purchase a full size plot. No columbaria or cremation niches exist.

The Parks and Recreation Department has gotten a steady increase in the amount of requests for a columbaria space or an alternative burial option that does not require purchasing a full size plot. Given the trends and statistics for the cemetery, illustrating that the plots may be sold out within 10-12 years, and the fact that there are very few public burial options in Nassau County, and no other on the island, the City will need to explore other options besides plot burial. 70% of survey respondents indicated that they would be interested in a columbaria option at Bosque Bello. 54% of respondents were interested in a memorial wall option to commemorate loved ones, even if they were not buried there.

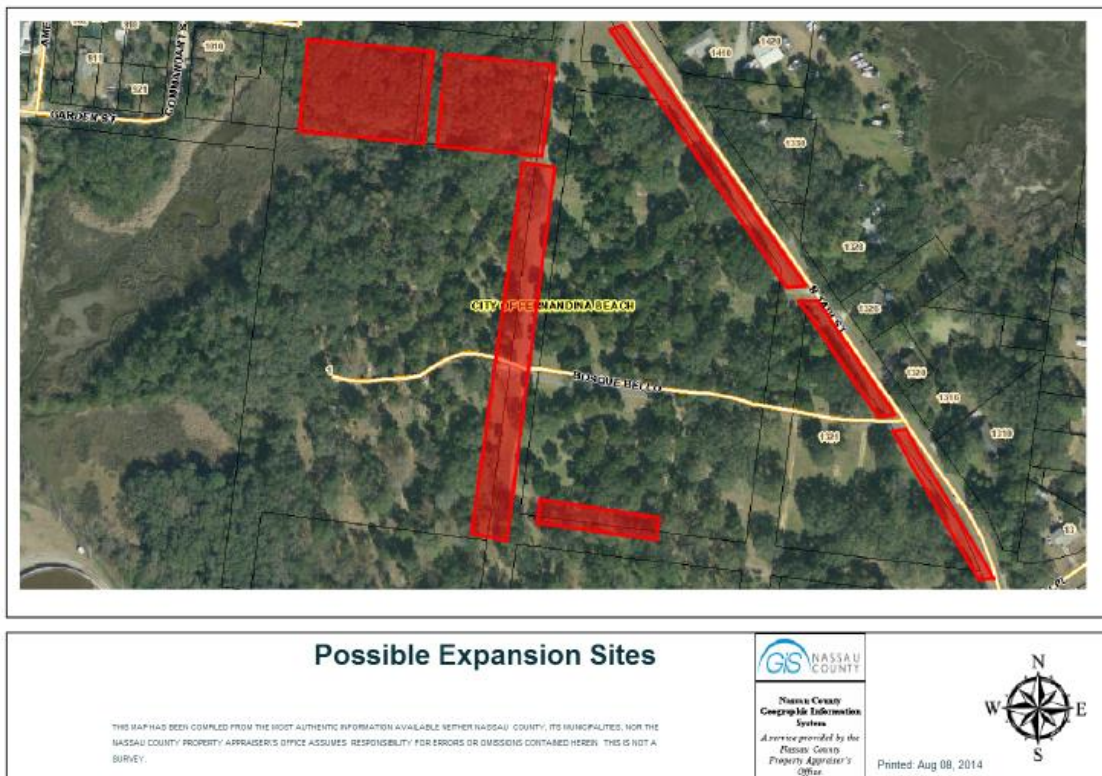
The survey asked people about the option of having a pet cemetery or pet memorial garden in the City (not necessarily Bosque Bello). 25% of respondents did not own pets. 44.9% responded yes or maybe, with 30% saying no. This may be something for the City to consider.

Potential Expansion Areas

Possible areas within the cemetery that may provide more space for traditional or alternative burials:

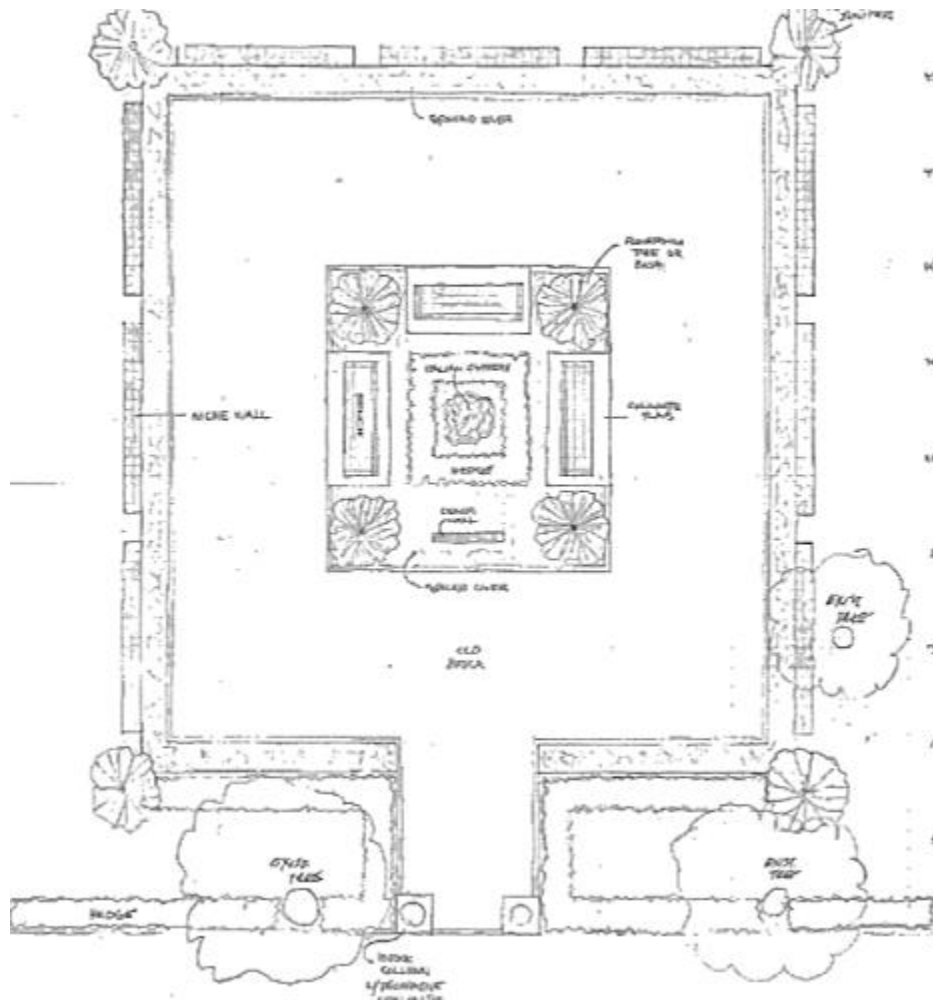
- Along Magnolia and Nassau Streets,
- Outside of the cemetery along North 14th Street, and
- Lots 24 and 25.

Even if the City adds alternate burial spaces, space for traditional burials will eventually run out. The City may wish to explore alternate land within City limits for future cemetery expansion, keeping in mind site constraints and environmental considerations such as sea level rise. Survey results indicated that a majority of respondents were very interested in alternative burial options such as columbaria, memorial walls, or gardens.





This above area, near Nassau Street, has not been platted and is an open, flat area that would appear to be suitable for a columbarium and/or memorial garden.



An example design for a memorial garden and columbaria in Bosque Bello along Nassau Street.

Fortunately, there are examples of alternative burial options on Amelia Island that can provide some background into this subject and ideas of the direction the City could take.

Amelia Plantation Chapel

The Amelia Plantation Chapel on the south end of the island has several alternative burial options to plot burial. Because they do not have a traditional cemetery, they offer two options.

The first option is a columbarium, which is a wall with small niches where the cremains of people are interred. The Chapel has constructed a second columbaria, because the first columbariums sold out so quickly with reservations. The second columbarium is still accepting reservations. The total cost of one of the columbariums walls was approximately \$25,000, excluding landscaping.

From the front, the columbaria look like a simple stone wall in a garden. The niches are accessed from the back of the wall, and a centralized plaque is placed on the wall for individual names to be added as the niches are used. Photos on this page illustrate the columbaria at the Chapel.



The columbaria were designed by a local architect, helping to reduce costs, and ensuring that the design would be appropriate for the location. The Chapel reports that the columbaria are very desirable, and that the Chapel members have been thankful for such an option.

The Chapel indicates that “[t]he fee for the ashes of each person to be interred in either the Garden directly into the ground or in an urn in a Columbarium niche is \$1,000. (Fee includes exterior bronze name plate installed on the plaque.) If interment in the Columbarium is requested in a Chapel-supplied urn, a charge for the current cost of a brass urn and engraving will be made at the time of interment. The Chapel office will provide current cost upon request.”



Urn provided by the Chapel for the columbaria

The second option is a memorial garden, which functions similarly to a columbaria in that the name of the individual is placed on a plaque onto a wall. However, the difference is that niches are not included in the wall; rather, ashes are buried directly into the ground in a place adjacent to the wall. This potentially has an even smaller financial impact than a columbaria.



Memorial Garden at the Amelia Plantation Chapel

The Chapel at the Plantation does not offer a strictly memorial wall, which is a wall in which names are inscribed, but neither the person nor their ashes are interred there. This is usually used as an option when an individual is buried elsewhere, but the family or friends wish to commemorate them in some manner.

First Presbyterian Church of Fernandina Beach

The Presbyterian Church located in downtown Fernandina Beach offers both a memorial column and columbaria. Located behind the Church's office, this memorial area contains three columbarium walls with niches for interring the cremated remains of Church members and their loved ones and a column that may be etched with names.

Per the Presbyterian Church, the current one-time fee for the right of interment in a columbarium is \$1,700 per niche. This fee includes all costs directly associated with inurnment, inscription of names and dates, and perpetual care of the Columbarium. It does not include the urns, cost of cremation, transportation and other off-premises cost. The fee may be changed in the future by the Committee if approved by the Session. Current holders of Interment Rights will neither be reimbursed nor assessed additional costs if the fee changes.

The Church utilized a company that specializes in columbaria design, and the estimated total for the project was approximately \$100,000.



Columbaria area at First Presbyterian. The memorial column is visible just beyond the fountain.



PUBLIC OUTREACH

Public Outreach

Survey

As a means to gauge public understanding, awareness, and usage of the Bosque Bello Cemetery, a survey was distributed to the residents of Fernandina Beach from late 2013 to early 2014. Hardcopies of the survey were available at city hall and the parks and recreation office, while electronic versions were sent out over email, press releases and the city website. A total of 217 residents took the survey and the results were considerably positive. It indicated that a majority of the respondents were in favor of improving and utilizing the cemetery, as well as participating in any future visioning exercises and cemetery-related events.

According to the survey results, though only a few individuals were aware of the possibility of alternative burial methods, the majority of participants (over 70%) were interested in creating a location for cremated remains, such as a columbaria, scattering garden or memorial wall. There was also a strong indication that the participants desired to diversify the burial options, and have the city offer new methods such as, family vessels and urns. Another important outcome was that the majority of the participants could see Bosque Bello as a public space for passive activities, such as meditating, walking, bird watching or special events to honor those who have died. Over 60% were in favor of making information about the history and location of graves available via a kiosk or mobile app, and believed that the addition of benches and interpretive signage would greatly enhance a visitor's experience to the cemetery. At present, the respondents found the lack of landscape, tree, headstone and wall maintenance to be the most prominent issue at Bosque Bello. To become more involved with these improvement and preservation efforts, a majority have indicated a willingness to partake in a "Friends of Bosque Bello" group, which would help guide the restoration and future care of the cemetery, as well as desire to attend events or activities hosted by Walkin' Nassau, the Amelia Island Museum of History or the Amelia Island Genealogical Society in Bosque Bello.

The survey results are including in the appendices. 69 people left their contact information in order to receive more information about Bosque Bello or get involved in future activities, events, or workshops.

Cemetery Resource Protection Training

On November 1, 2013, the Florida Public Archaeology Network conducted their Cemetery Resource Protection Training (CRPT) in Fernandina Beach, open to the public. This training consists of classroom work in the morning on cemetery preservation in general, laws, and cemetery iconography, history, and discussion. The afternoon portion of the program is a hands on session, which was conducted at Bosque Bello. Participants learned how to properly clean headstones and markers, and got some basic information on other types of cemetery materials and structures, like fencing and coping. Several members of the cemetery master plan working group participated, and in all, there were 22 class attendees.

*William Henry Hewlett
Stone Before Cleaning*



*William Henry Hewlett
Stone After Cleaning*





CEMETERY RESOURCE PROTECTION TRAINING (CRPT):

PRESERVING HISTORIC CEMETERIES
AND HUMAN BURIAL SITES



DATE: November 1, 2013
TIME: 8:30 am – 4:00 pm
LOCATION: Amelia Island
Museum of History
233 S 3rd St
Fernandina Beach, FL 32034

Image courtesy of Hannah
Crummer (Mary Hemick), used
with permission.

Join Florida Public Archaeology Network staff to learn about cemetery maintenance and protection. In the morning, we will explore cemeteries as historical resources, laws that protect them, conserving headstones and markers, and managing cemetery landscapes. In the afternoon, we will practice hands-on headstone cleaning with D-2 solution at Bosque Bello Cemetery. Registration costs \$15. It is first come, first serve, with a cap of 25. To register, contact Ryan Harker at RHarker@flagler.edu or (904) 819-6498.



Cemetery Resource Protection Training Conference 2014

In June 2014, several members of the cemetery working group, Adrienne Burke, Teen Peterson, and Meredith Jewell, went to the first annual FPAN Cemetery Resource Protection Conference in Gainesville. This two day event elaborated upon concepts learned in the local CRPT workshop, and including training on how to reset headstones, clean ironwork, use different tools for maintenance, and learn about ground penetrating radar. In addition, there were classroom sessions, one of which was a presentation by Adrienne Burke on the Bosque Bello cemetery master planning process.



Adrienne Burke presenting at the CRPT conference



Conference attendees at Evergreen Cemetery in Gainesville

Public Workshop

A year later, on November 1, 2014, the City hosted a public workshop on the cemetery master planning process at the Amelia Island Museum of History. Part of the program was an overview of the cemetery master planning process, and the rest of the session was a small group breakout exercise around a series of questions:

- what does Bosque Bello mean to you,
- what do you need to find when you visit a cemetery,
- what do you want to learn when you visit a cemetery,
- what do you need to know when you visit a cemetery,
- how do you want to access information about the cemetery,
- how would you encourage people to learn about Bosque Bello,
- would you support appropriate and respectful tourism programs at Bosque Bello (walking tours, photography, etc.),
- how do you feel about partnerships between the City and community organizations to help maintain and promote the cemetery, and
- what tools would make it easier for people to document histories of people buried in the cemetery and what should the City or partners do with that information?

A green flyer for a public workshop titled "Join us to learn more about the Bosque Bello Master Plan and give us your input on the future of Bosque Bello!". The event is scheduled for "Saturday, November 1st" at the "Amelia Island Museum of History" from "10am - 12pm". The flyer lists "Master Plan topics include:" such as Applicable Codes and Laws, Cemetery Layout and Survey Efforts, Management/Operation, Available Burial Options, Possible Expansion Ideas, Community Survey Results, Cultural Landscape Evaluation, Environmental Issues—Wildlife, Wetlands, Trees and Landscaping, Programming and Use, Disaster Planning, and Cemetery History. It also lists "What we'd like to hear from you!" including questions about the future of Bosque Bello, concerns for the cemetery, ideas to help protect and preserve Bosque Bello, memories or photographs of Bosque Bello, and ways to help the community better connect with the cemetery. The flyer is from the "City of Fort Lauderdale Beach Community Development Department" and provides a website (www.fll.us/BosqueBello) and contact information for Adrienne Burke. The flyer features several circular images of cemetery scenes.

Information from the workshop participants is included in the appendices. Answers were similar to some of the survey input which indicated that people want more interpretation at the cemetery and better access to location information about people buried at the cemetery. They provided some ideas for such projects. Participants encouraged the City to provide more maintenance and care of the cemetery, and overall supported passive activities in the cemetery.

Summary

In the future, the city should seek to increase their public outreach efforts regarding the cemetery. There are several possible methods, such as activities in the cemetery as mentioned earlier in the plan, community meetings/public forums, posting and exchanging information with residents via a website or blog, conducting oral histories, engaging partners to help care for the cemetery, etc. that may be used to further this goal. Most importantly, it is necessary for the city to keep an outlet open to the public for both the giving and receiving of information pertaining to the cemetery, and work to strengthen and maintain relationships with the entities dedicated to it. 139 survey respondents indicated they would either be interested in joining a “Friends of Bosque Bello” group (50) or would maybe be interested (89). Increased participation is crucial to the success of the Bosque Bello Master Plan and continued preservation of the cemetery.

Ideas include:

- Partnerships with community organizations for care and maintenance of the cemetery.
- Utilize City website to provide more information on the cemetery.
- Create brochures with information on significant people buried in the cemetery, walking tour
- Informational kiosks at the cemetery.
- Better communication by the City about existing information available through Amelia Island Genealogical Society website.
- Better wayfinding signage so that people can easily identify grave locations.
- Continue to have cemetery protection training workshops.
- Work with the Museum to conduct oral histories of people who have connections to Bosque Bello.
- Continue to make Bosque Bello available for passive activities like photography, bird watching, history or nature walks, etc.

RECOMMENDATIONS AND IMPLEMENTATION

Recommendations and Implementation

It is recommended that this cemetery plan be re-evaluated at least every five years. Another suggestion is to take the recommendations as outlined and establish priority levels (1-2 years, 3-5 years, 5-7+ years) for projects and phasing, as well as identifying who the responsible entities are for carrying out the recommended actions.

Improve Documentation

- Need updated survey of Ancient Section (last done in 1988)
- Update documentation of old section
- Complete enclosure survey of family plots
- Coordinate ground penetrating radar in areas where stones may be missing or it is suspected there are burials
- Need to identify full list of veterans known to be buried and identify by conflict

Nominate to National Register and add Block 221 to Local Historic District

- Received preliminary National Register eligibility from DHR after sending in PSIQ
- Need boundary survey
- Will need design guidelines created per districting process in Land Development Code
- Will go through process in LDC

Continue GIS Mapping

- Finish mapping of old section first
- Move on to new section
- Coordinate with County on module that would allow access on public GIS
- Determine how mapping will be updated in the long-term

Provide Better Information Management

- Try to identify any City resolutions pre-1948 and ordinances pre-1954
- Coordinate with Huff + Battise and local churches to see if they have any records related to Bosque Bello
- Implement new software system to improve tracking and sales
- Identify long-term document and record management strategy and who formal record keeper will be

Plan for Future of Bosque Bello

- Plan for alternative burial options in light of plot space running out within 10-12 years – columbaria, scattering garden, urns, family vessels, memorial wall
- Implement preservation and cleaning techniques recommended by P. Davenport and Florida Public Archaeology Network
- Provide appropriate staffing levels to maintain the cemetery
- Provide appropriate training for cemetery staff (office and field)
- Consider upgrades: meditation garden, benches, trash receptacles, restroom
- Update City Code to allow for City to maintain structures/markers/stones after 50 or 70 years after last burial and diligent search fails to produce owner of lot
- Consider prohibiting gravestone rubbing
- Identify other needed updates to municipal code regarding the cemetery
- Increase security in the cemetery – consider installing trail cameras and have regular police presence. Consider installing fence/gates around Ancient Section
- Long-term questions: Contracting out operation and maintenance or selling to a private cemetery operator
- Consider pet cemetery or pet memorial garden option (not necessarily at Bosque Bello)

Evaluate Funding

- Evaluate fee structure for existing burials and future options, including annual and perpetual maintenance requirements
- Determine whether perpetual fund could be put in interest-bearing account
- Identify grant opportunities and/or potential funding sources for landscape plan (incl. irrigation) specifically – SJRWMD, DAR, Utility Dept., DHR Small Matching Grant, Rayonier, impact fees
- Establish policies/procedures for special circumstances – waived burial fee for veterans, pauper burials
- Identify whether impact fees can be used for future expansions/alternative burial options
- If Friends group is established, consider annual fundraiser or other fundraising/capital campaigns

Implement Wayfinding System

- Update street signs in new section – remove National Register (not accurate)
- Provide clear identification of old and new sections for easier wayfinding for visitors
- Look at other cemeteries for examples of signage and wayfinding
- Name the unnamed streets
- Create brochures
- Explore placement of kiosk near entry that helps explain how to navigate the cemetery

Protect Landscaping, Tree Canopy, and Environment

- Have landscape plan created for the entire cemetery by landscape professional
- Implement ideas from IFAS – Rebecca Jordi
- Install measures to prevent further erosion
- Identify if impact fees could be used to pay for irrigation or landscape plan
- Create pre-disaster and post-disaster plan for cemetery
- Identify sea-level rise mitigation options
- Establish partnerships – Amelia Tree Conservancy, North Florida Land Trust

Create Programming and Outreach

- Better share available options with the community
- Consider regularly scheduled events that help encourage community stewardship
- Identify partnerships with community organizations for help in maintenance and care of the cemetery
 - Consider establishment of volunteer/conservancy/friends group
 - Cemetery Advisory Board, Cemetery Committee
 - Donations/fundraising - Memorial bench or tree program
 - Day of Service
 - Local landscapers help in exchange for putting up their signs
 - Master gardeners/naturalists
 - Churches, Boy Scouts, etc.
- Utilize City website to provide more information on the cemetery
- Create brochures with information on significant people buried in the cemetery, walking tour - heritage trail, tree trail
- Install informational kiosks at the cemetery – information about those buried, available online resources through AIGS, rules of the cemetery
- Ensure communication by the City about existing information available through Amelia Island Genealogical Society website
- Provide wayfinding signage so that people can easily identify grave locations
- Continue to have cemetery protection training workshops
- Work with the Museum to conduct oral histories of people who have connections to Bosque Bello.
- Encourage use of the cemetery for passive activities like photography, bird watching, history or nature walks, etc. A watched cemetery is a protected cemetery!

Appendices

APPENDIX A: Applicable State Statutes

APPENDIX B: Comprehensive Plan policies

APPENDIX C: City documents, codes, ordinances and resolutions

APPENDIX D: Budget/Capital Improvement Plan Projects

APPENDIX E: City Sexton/Superintendent List and City Forms

APPENDIX F: Florida Master Site File Form (updated 2014)

APPENDIX G: National Register Preliminary Site Information Questionnaire and State Response

APPENDIX H: 1988 Maps of Old Section

APPENDIX I: Cultural Landscape Information

APPENDIX J: List of Pre-WWII Veterans Buried at Bosque Bello

APPENDIX K: Presentation on Master Planning for City Cemeteries

APPENDIX L: Agendas from Master Plan Working Group Meetings

APPENDIX M: Survey Information

APPENDIX N: Miscellaneous Outreach

APPENDIX O: November 2014 Public Workshop Information

APPENDIX P: Notes from Meetings with Patricia Davenport and Rebecca Jordi

APPENDIX Q: Information on Amelia Plantation Chapel Columbaria and Kenilworth Memorial Garden

APPENDIX R: References and Sources



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2022-0081
MARCH 16, 2023

Owner/Applicant:	Jerry Foster, owner
Property Address:	406 Commandant Street
Parcel ID #	00-00-31-1580-0013-0100
Current zoning:	OT-1
FLUM land use category:	High Density Residential
Existing uses on the site:	Single-Family Residential
FL Master Site File #	N/A
Year Built:	1960 (NCPA)
Contributing Status:	Non-contributing
Requested action:	Certificate of Approval (COA) to replace existing porches, in-kind and add shingle roof over front porch to match existing. (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 requesting a Certificate of Approval (COA) to replace existing porches, in-kind and add a shingle roof over the front porch to match existing. (Quasi-Judicial)

APPLICABLE GUIDELINES:

[CITY OF FERNANDINA BEACH COMPREHENSIVE PLAN](#)

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

[OLD TOWN FERNANDINA PRESERVATION AND DEVELOPMENT 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:

Staff finds that the proposed scope of work is compatible with the Old Town Fernandina Preservation and Development Guidelines and meets requirements including, setbacks and materials.

STAFF RECOMMENDATION:

Staff finds that the requested action, as presented, is consistent with the Comprehensive Plan, the Land Development Code, the Secretary of the Interior's Standards, and the Old Town Fernandina Preservation and Development Guidelines.

Staff recommends:

MOTION TO CONSIDER:

I move to approve or deny case number HDC 2023-0081 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 HDC 2023-0081, as presented, is or is not substantially compliant with the Comprehensive Plan, Land Development Code, the Secretary of the Interior's Standards, and the Old Town Fernandina Preservation and Development Guidelines to warrant **FINAL** approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 Application & Backup Materials

EXHIBIT 2 Plans & Elevations

Respectfully Submitted,



Salvatore J. Cumella
Senior Planner - Historic Preservation

Historic District Council (HDC) Certificate of Approval (COA) Application
- Submission #10598

Date Submitted: 1/18/2023

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 2023



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*

Alteration 

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?*

No

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

mm/dd/yyyy

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*

Old Town

Site Address*

406 Commandant Street

City*

Fernandina Beach

State*

FL

Zip Code*

32034

Parcel ID #(s)*

00-00-31-1580-0013-0100

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name*

Jerry

Last Name*

Foster

Mailing Address*

PO Box 15911

City*

Fernandina Beach

State*

FL

Zip Code*

32035

Telephone Number*

9047530499

E-mail Address*

fosp12@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*

Replace previously existing porches (damaged/ deteriorated) with treated wood. Addition of small roof over front porch.
Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s).

Design Vision Statement*

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, craftsmanship, 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
	Treated Wood	finished white (as per previous approval) (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

FOSTER -
COMMANDANT ST
(AMENDED-3) Digitally
Signed and Sealed
12.24.2022.pdf

Upload 2

Scan0009.pdf

Upload 3

Al Smith site plan.pdf

Upload 4

Choose File

No file selected

Upload 5

Choose File

No file selected

Upload 6

Choose File

No file selected

Upload 7

Choose File

No file selected

Upload 8

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*

Jerry

Applicant Last Name*

Foster

Today's Date*

1/18/2023



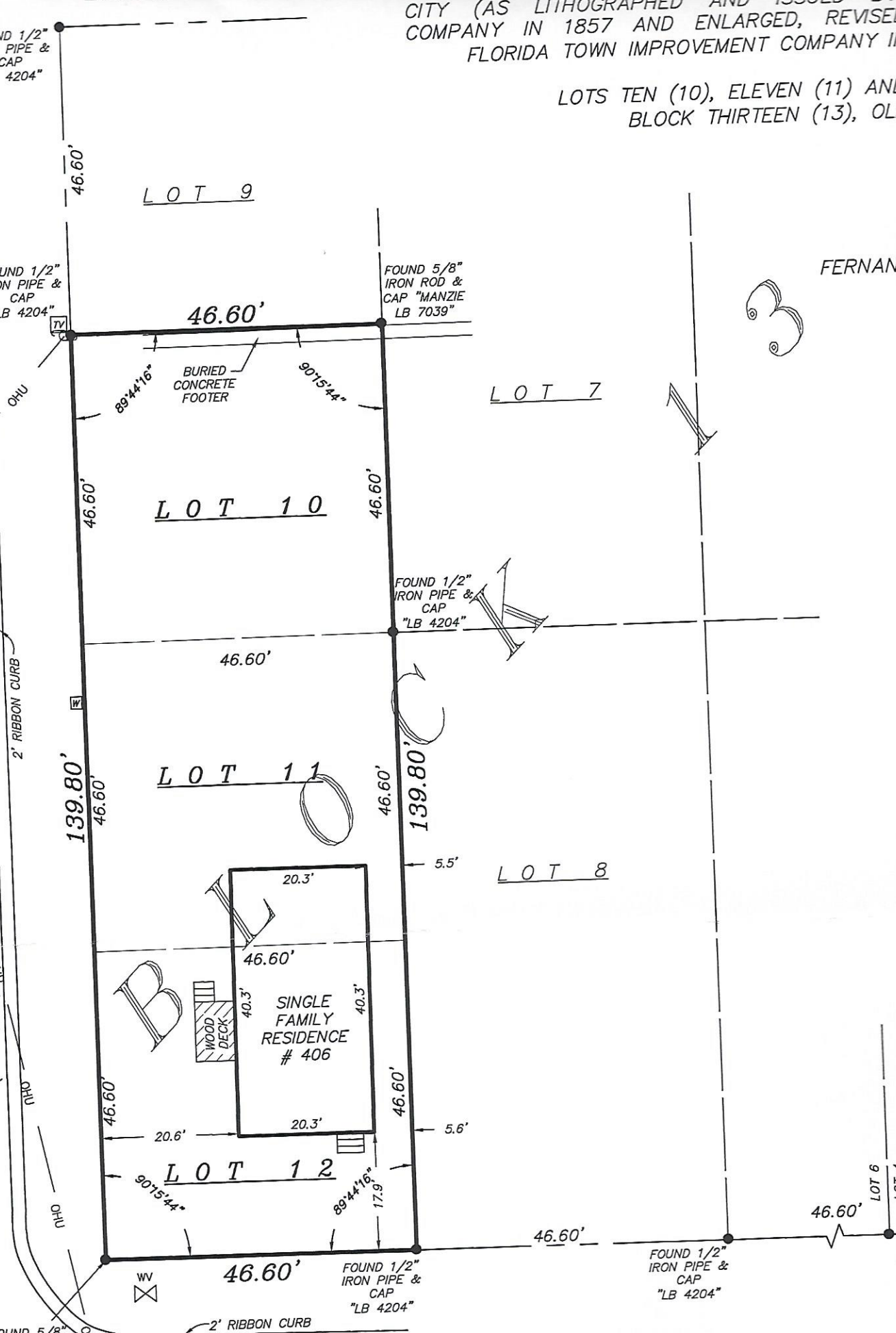
DEPARTMENT OF PLANNING & CONSERVATION

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.

COMMANDANT STREET

(46.6' RIGHT-OF-WAY)
(GRADED)



SAN FERNANDO STREET

(46.6' RIGHT-OF-WAY)

FURTHER DECORATED AND ISSUED BY THE CITY (AS LITHOGRAPHED AND ENLARGED, REVISED AND RE COMPANY IN 1857 AND ENLARGED, REVISED AND RE FLORIDA TOWN IMPROVEMENT COMPANY IN 1887 AND

LOTS TEN (10), ELEVEN (11) AND TWELVE (12) BLOCK THIRTEEN (13), OLD TOWN

PR 406 COM FERNANDINA BEAC

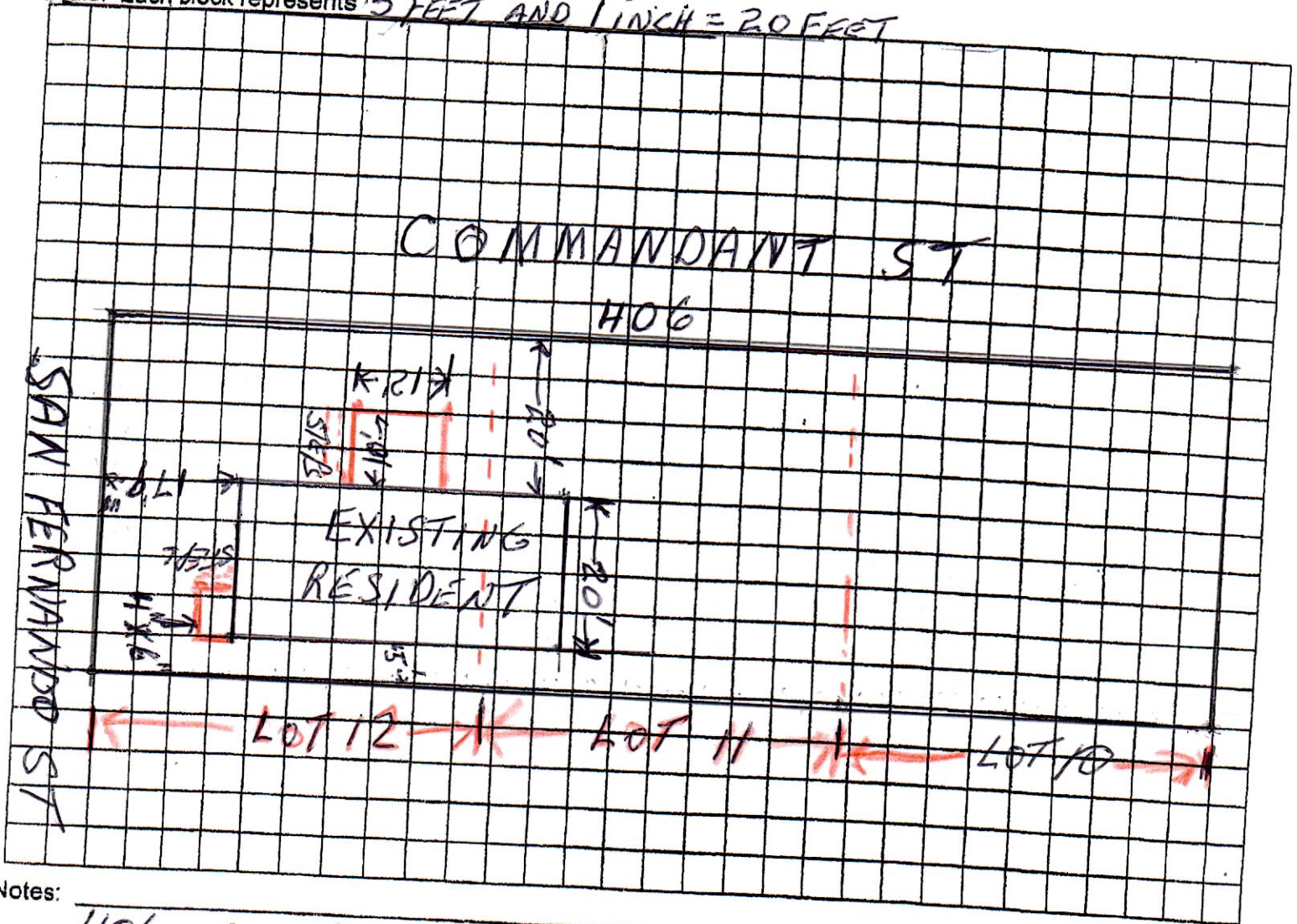


JERRY FOSTER

PART II - SITEPLAN

00-00-31-15800013-0100

Scale: Each block represents 5 FEET AND 1 INCH = 20 FEET



Notes:

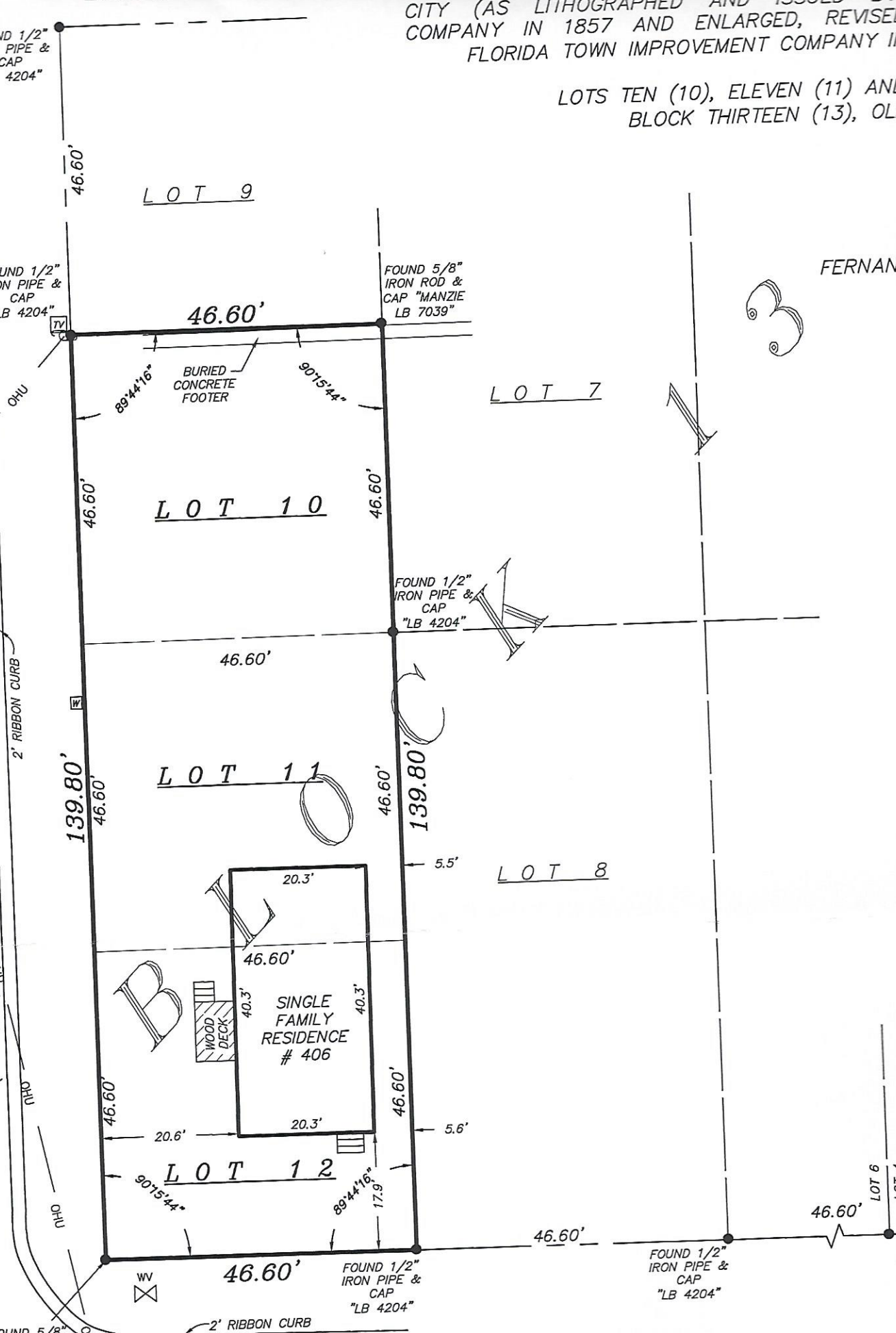
406 COMMANDANT STREET

Site Plan submitted by: AL SMITH 1-6-2023
904-753-0994

ASMITHCBLOAOL.com

COMMANDANT STREET

(46.6' RIGHT-OF-WAY)
(GRADED)



SAN FERNANDO STREET

(46.6' RIGHT-OF-WAY)

FURTHER DECORATED AND ISSUED BY THE CITY (AS LITHOGRAPHED AND ENLARGED, REVISED AND RE COMPANY IN 1857 AND ENLARGED, REVISED AND RE FLORIDA TOWN IMPROVEMENT COMPANY IN 1887 AND

LOTS TEN (10), ELEVEN (11) AND TWELVE (12) BLOCK THIRTEEN (13), OLD TOWN

PR 406 COM FERNANDINA BEAC



PROJECT OVERVIEW

C1.0

PROJECT OWNER
FOSTER
RESIDENCE

PROJECT CONTRACTOR / BUILDER
ADS HOMES LLC

PROJECT DESIGN PROFESSIONAL
MICHAEL G. HOLDER INC.(P.E.)

PROJECT ADDRESS
0000 COMMANDANT ST

6666 COMMANDER ST.
FERNANDINA BEACH, FL.
32034

--	--

DESIGN CRITERIA

ND SPEED (3 SECOND GUST) -	130
POSURE CATEGORY -	D
C CATEGORY -	II
PORTANCE FACTOR -	1.0
L PRESSURE COEFFICIENT -	+/- .18
ALTERATION (IF APPLICABLE) -	

	20#/sf	FLOORS:	
SHINGLES:	7#/sf	LIVE LOADS:	40#/sf
/TILE:	20#/sf	DEAD LOAD w/CEILING:	12#/sf
FACTOR:	1.25	DURATION FACTOR:	1.25

C:	10#/sf	WIND:	
(E)	(NON-CONCURRENT)	LOADING:	PER TABL
:	20#/sf	DURATION FACTOR:	1.60
:	(CONCURRENT)		
:	5#/sf	SEISMIC:	N/A

END ZONE (5)		INTERIOR ZONE (4)	
POS. +	NEG. -	POS. +	NEG. -
30.4	40.7	30.4	33
29	38	29	31.6
27.2	34.3	27.2	29.8
25.9	31.6	25.9	28.4

PROJECT INFO

NED SPACED -	800 sq.ft.
TIONED SPACE -	<u>0 sq.ft.</u>
SED SPACE -	<u>120 sq.ft.</u>
(ACRE) -	<u> </u>

CONSTRUCTION -	VB
CY CATEGORY -	R3
D	NO
F STRUCTURE -	35'-0"
OF STORIES -	1

COVER SHEET / PROJECT INFORMATION C1.0

FOUNDATION & ROOF PLAN B3.0

STRUCTURAL DETAILS D5.0

OWNS
DRAFTING & DESIGN LLC
(904)536-0857

PROJECT ADDRESS
0000
COMMANDANT ST.
FERNANDINA BEACH, FL.
32034
FOSTER
RESIDENCE
OWNER, BUILDER

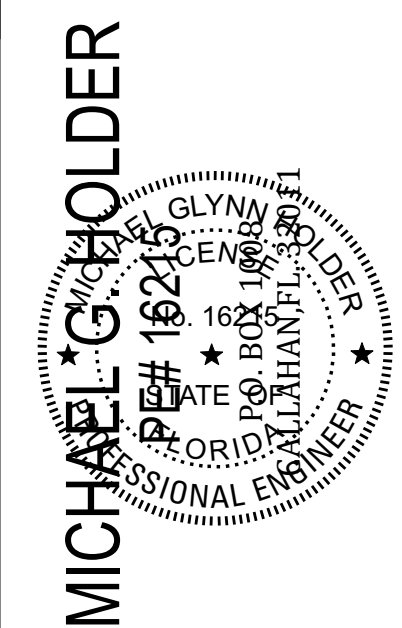
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12.21.22
ENGINEER OF RECORD



OWNS DRAFTING AND DESIGN LLC
IS A DRAFTING SERVICE AND HOLDS NO
RESPONSIBILITY IN THE ENGINEERING AND
CONSTRUCTION OF ANY PORTION OF
BUILDINGS CONSTRUCTED WITH THESE
PLANS. IT IS THE RESPONSIBILITY OF THE
HOMEOWNER OR CONTRACTOR TO VERIFY
ALL DIMENSIONS AND CONSTRUCTION
PRIOR TO PROCEEDING WITH CONSTRUCTION.
HOMEOWNER OR CONTRACTOR SHALL VERIFY
ALL CONSTRUCTION IS PERMITTED AND
CODE COMPLIANT WITH ALL LOCAL BUILDING
CODES AND OFFICIAL PROCESSES.

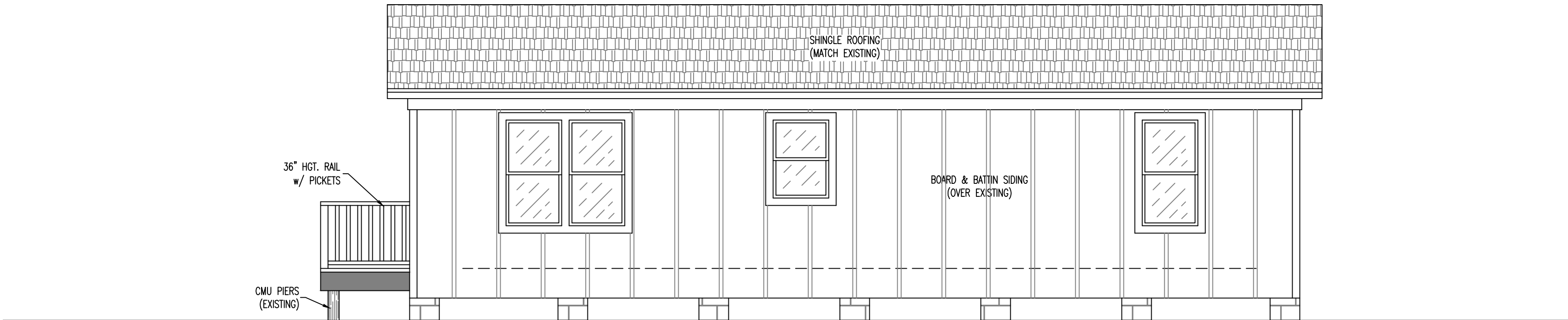
OWNER / BUILDER
**FOSTER
COMMANDANT ST.
FERNANDINA BEACH, FL.
32034**



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Michael
Holder
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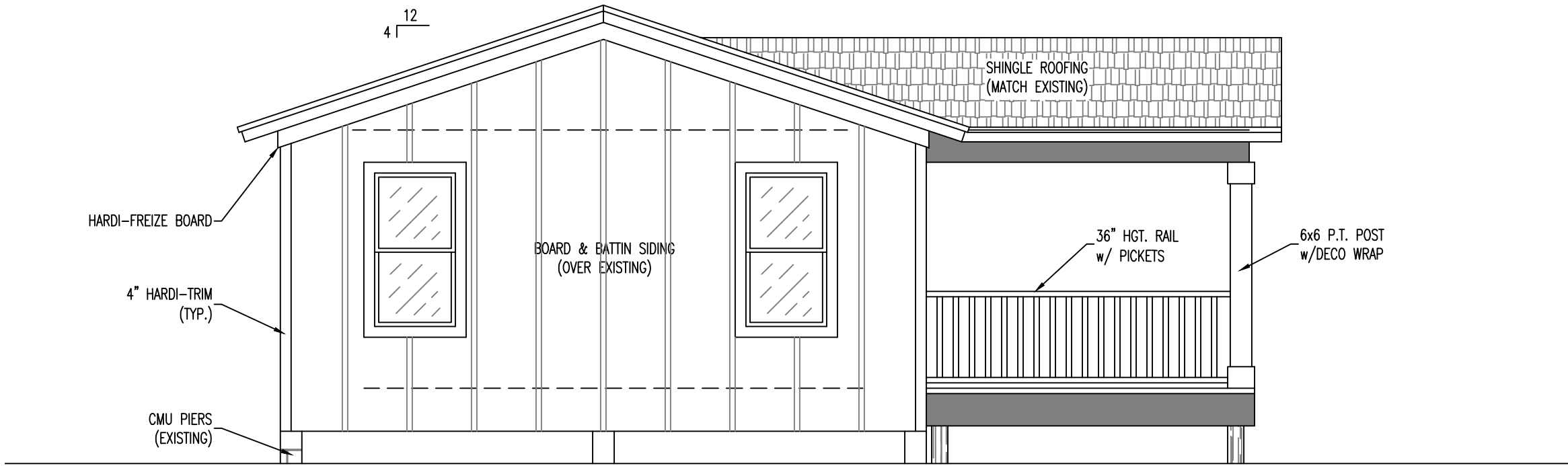
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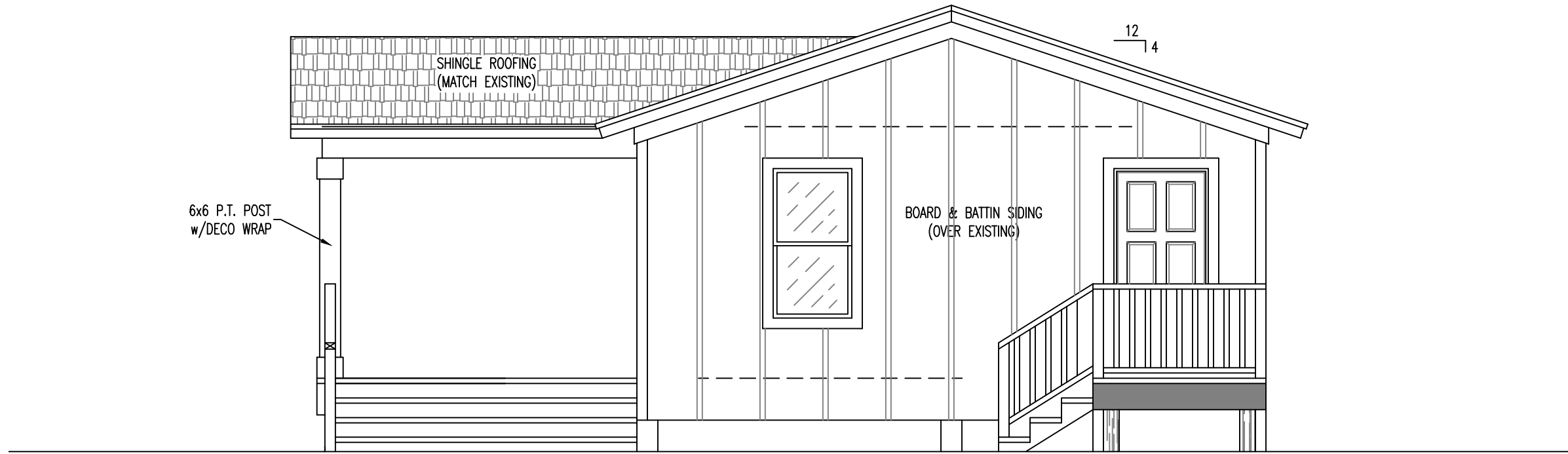
REAR ELEVATION

SCALE: 1/4"=1'



LEFT ELEVATION

SCALE: 1/4"=1'



RIGHT ELEVATION

SCALE: 1/4"=1'



FRONT ELEVATION

SCALE: 1/4"=1'

HEET #:	(3) OF (6)
PROJECT NAME:	FOSTER COMMANDANT ST.
PROJECT #:	21.01.07
DRAWN BY:	WMD
CHECKED BY:	MGH
SCALE:	1/4" = 1'-0"
DATE:	12.21.22

OWNS
DRAFTING & DESIGN LLC
(904)536-0857
downsdraftinganddesign@gmail.com

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PROJECT ADDRESS
0000
COMMANDANT ST.
FERNANDINA BEACH, FL.
32034

OWNER / BUILDER
FOSTER
RESIDENCE

MICHAEL G. HOLDER

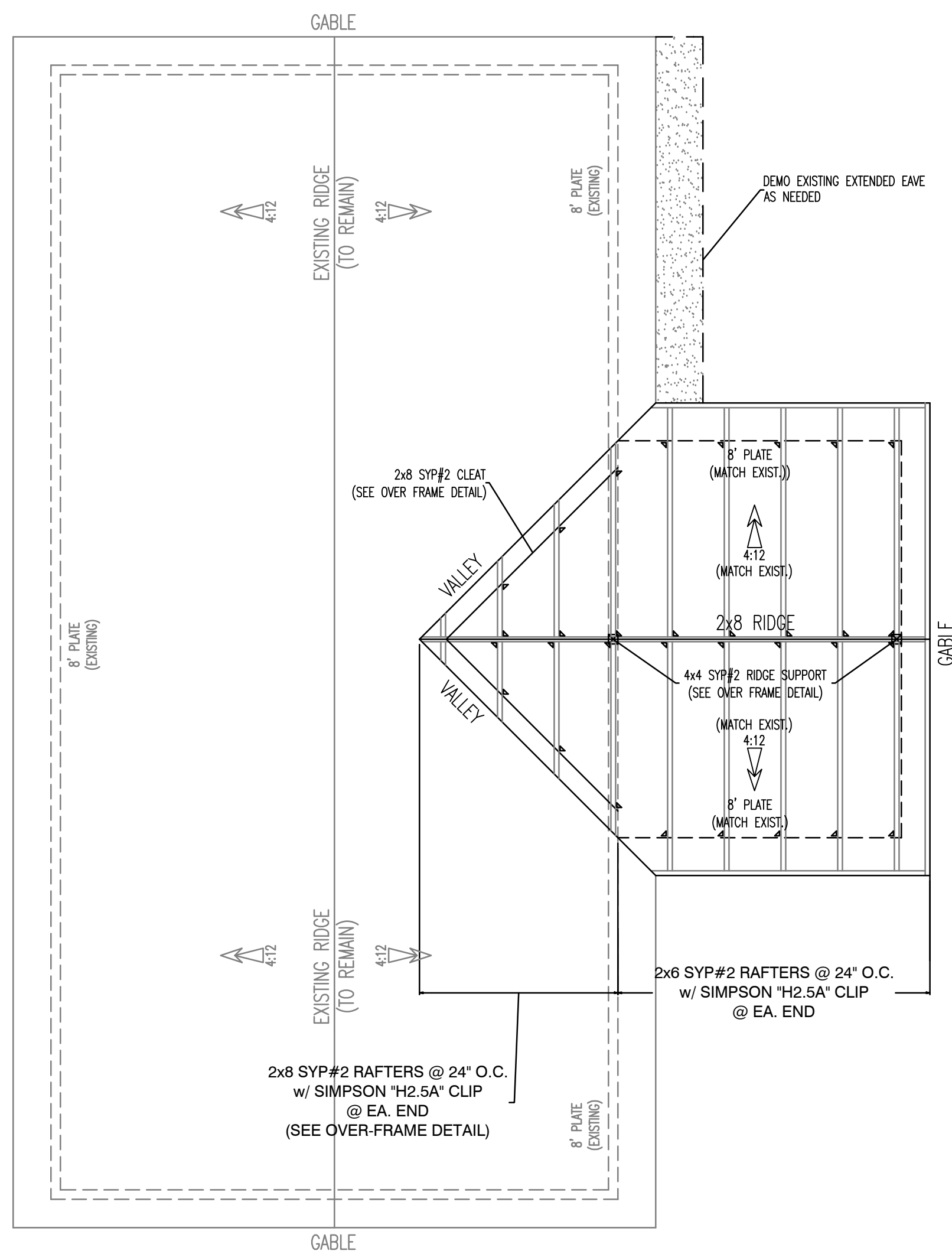
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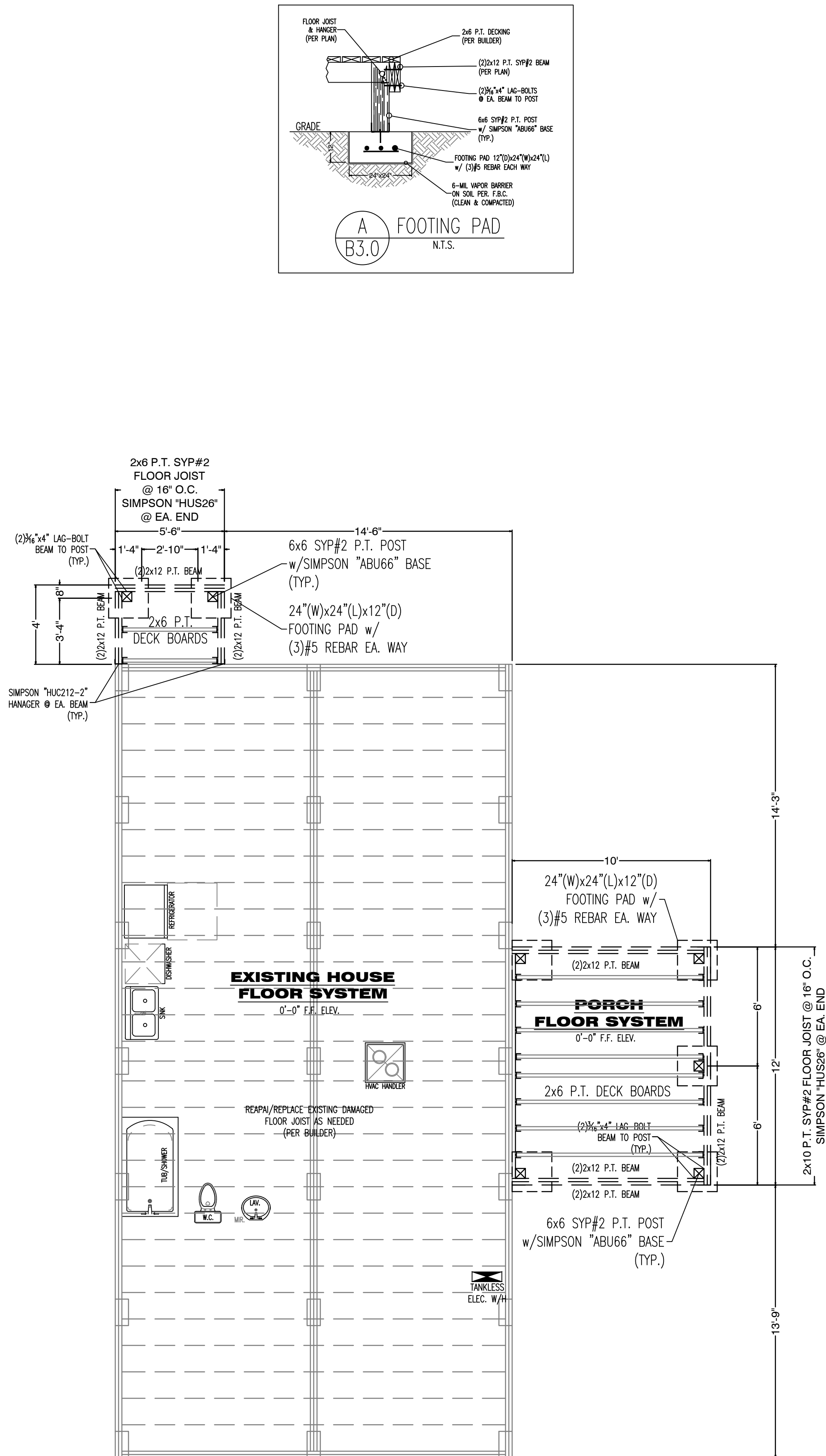
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- * ALL ROOF VENTS SHALL COMPLY WITH F.B.C. (SEC. R806)
- * ALL ROOF FLASHING SHALL COMPLY WITH F.B.C (SEC. R903.2)
- * ALL ROOF VENTS SHALL EXIT @ REAR OF ROOF



SCALE: $\frac{1}{4}"=1'$



SCALE: $\frac{1}{4}"=1'$

HEET #:	(4) OF (6)
PROJECT NAME:	FOSTER COMMANDANT ST.
PROJECT #:	21.01.07
DRAWN BY:	WMD
CHECKED BY:	MGH
SCALE:	1/4" = 1'-0"
DATE:	12.21.22

OWNS
DRAFTING & DESIGN LLC
(904)536-0857
downsdraftinganddesign@gmail.com

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PROJECT ADDRESS
0000
COMMANDANT ST.
FERNANDINA BEACH, FL.
32034

OWNER / BUILDER
FOSTER
RESIDENCE

MICHAEL C. HOLDER
PE# 16215
STATE OF FLORIDA
PROFESSIONAL ENGINEER
BOB 1068
JAN 1973
DAVID L. GYNN
VICE PRESIDENT
No. 16

Digitally signed by Michael Holder
Date: 2022.12.24 09:36:44 -05'00'

12.21.22
ENGINEER OF RECORD

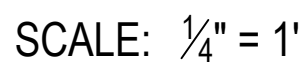
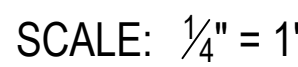
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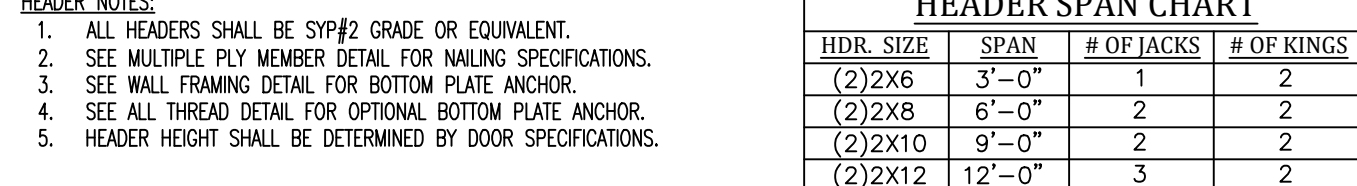
* STRAP EACH END OF BEAM WITH SIMPSON "MST24" STRAP OR EQUIVALENT @ EACH JACK STUD
 *  SYMBOL REPRESENTS THE NUMBER OF JACK STUDS NEEDED @ EACH BEAM
 (SEE HEADER DETAIL)

- * STRAP EACH END OF BEAM WITH SIMPSON "MSTA24" STRAP OR EQUIVALENT @ EACH JACK STUD (SEE HEADER DETAIL)
- * SEE CMU BLOCK WALL DETAILS AND NOTES FOR CONCRETE WALL CONSTRUCTION (SEE LINTEL DETAIL)

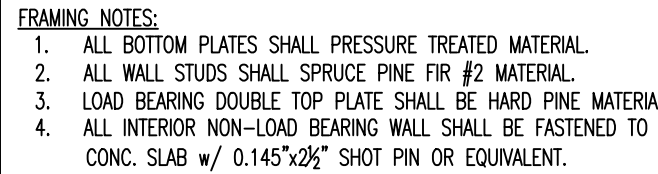
* SEE WALL FRAMING DETAIL AND STUD TABLE
* INTERIOR NON-LOAD BEARING WALL STUDS SHALL BE SPACED @ 24" O.C.

<u>SQUARE FOOTAGE</u>		
<u>AREA</u>	<u>TYPE</u>	<u>FOOTAGE</u>
LIVING	CONDITIONED	800 sq.ft.
PORCH	UNENCLOSED	120 sq.ft.
TOTAL A/C		800 sq.ft.
TOTAL SQ.FT.		920 sq.ft.

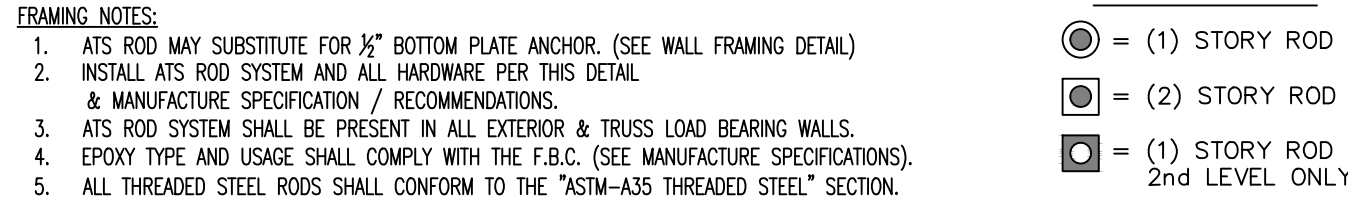




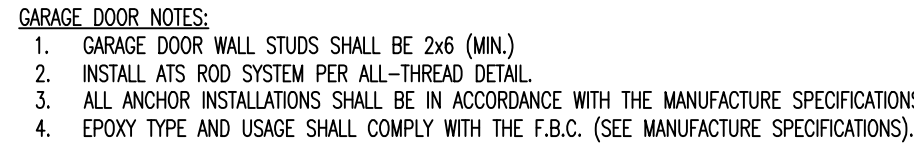
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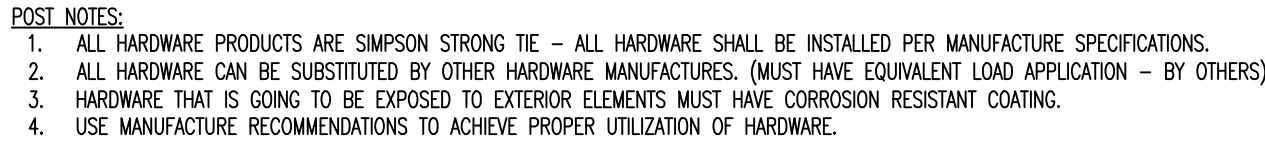
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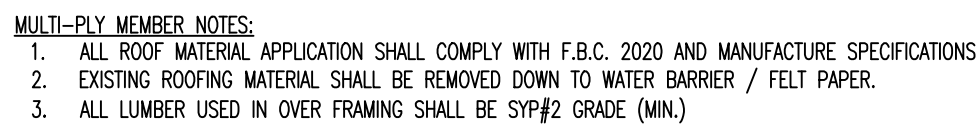
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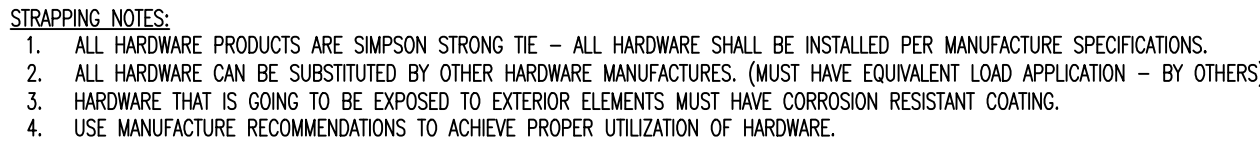
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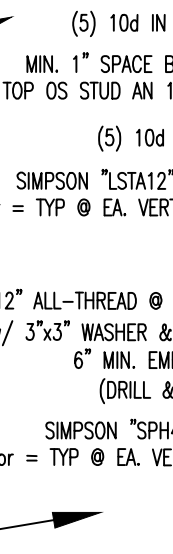
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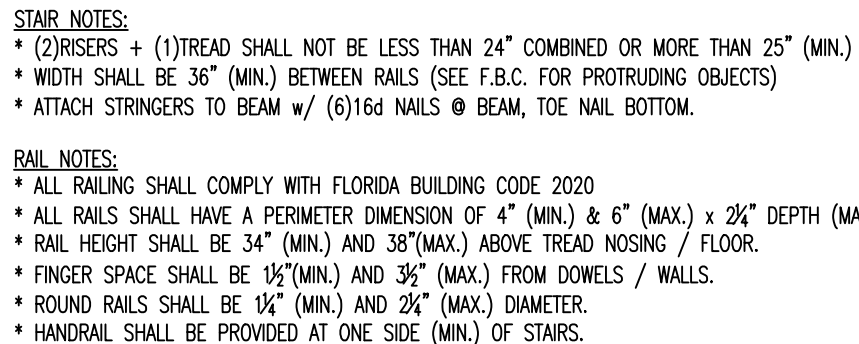
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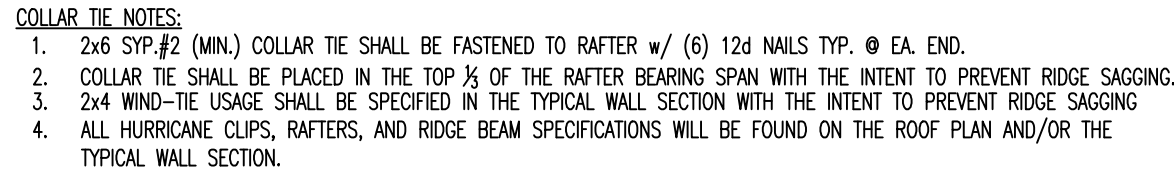
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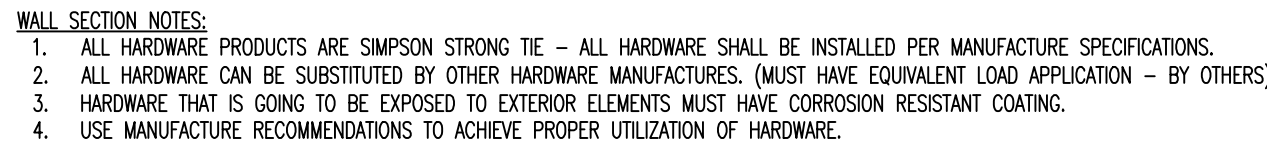
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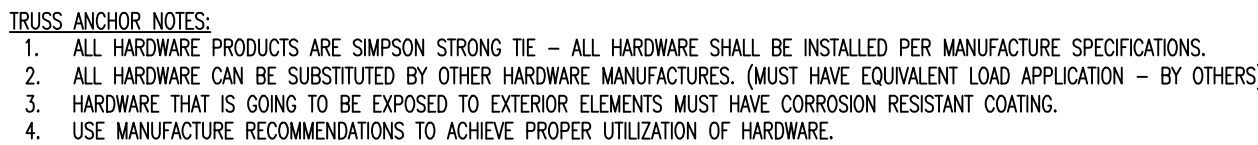
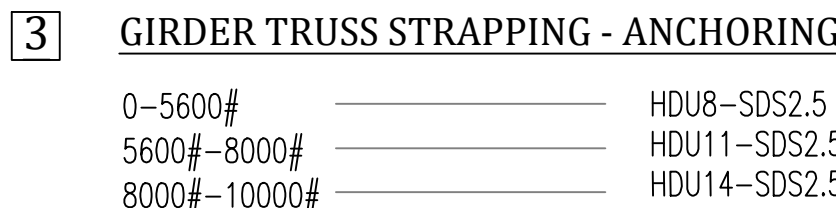
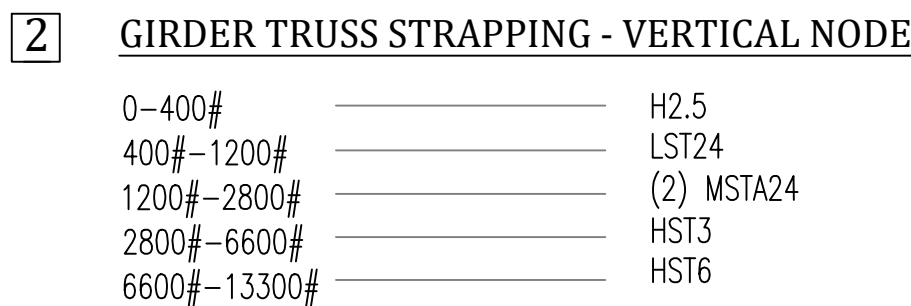
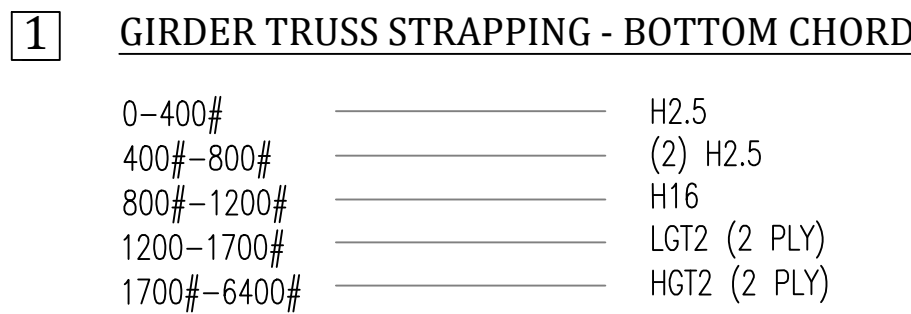
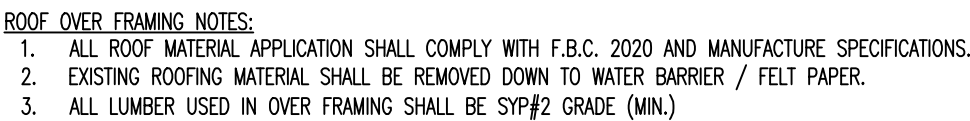
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N.T.S.



N.T.S.



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2023-0082
MARCH 16, 2023

Owner/Applicant:	Tim Poynter, agent for The Crossing at Amelia LLC
Property Address:	231 Front Street
Parcel ID #	00-00-31-1800-0003-0010
Current zoning:	I-1
FLUM land use category:	Industrial
Existing uses on the site:	Vacant Parcel
FL Master Site File #	N/A
Year Built:	N/A
Contributing Status:	Non-Contributing
Requested action:	Conceptual Certificate of Approval (COA) to construct a 19-unit hotel. (Quasi-Judicial)

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



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



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.

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is seeking Conceptual Approval

2.01.14 Light Industrial (I-1)

The I-1 District is intended for the development of light industrial manufacturing, fabrication, processing, or warehousing, storage, research facilities, commercial activities and services, including lodging accommodations, and community facilities or government buildings, such as, animal services, emergency services or administrative offices, recreational facilities, such as golf courses, or other activities compatible with light industrial operations which are in close proximity to transportation facilities. The district is not intended to accommodate heavy industrial operations or to accommodate commercial that would restrict the principal light industrial operations. Residential development, with exception of a caretaker's unit, is not permissible within the zoning district. The designation of land for the I-1 District shall be based on compatibility with surrounding land uses, considering environmental sensitivity, intensity of use, hours of operation, heat, glare, fumes, noise, and visual impacts

Table 4.02.03(E) Standards for Building Heights and Setbacks

Zoning District	Maximum Building Height (ft) ¹	Minimum Setback			
		Front (ft)	Side ²	Rear (ft)	Corner Lot (side abutting street) (ft) ³
I-1	45	None	None	None	None
1. A building within 1,000 feet of the Coastal Construction Control Line (CCCL) shall not exceed thirty-five (35) feet in building height. 2. Each side yard setback shall be increased by one-half (½) foot for each one (1) foot, or fraction thereof, of building heights above twenty-five (25) feet. 3. Buildings shall not encroach into the required clear visibility triangle at intersections, as set forth in Section 7.01.08.					

Building Heights and Setbacks Properties located within the CRA east of Front Street are subject to the following standards:

Guidelines

1. Facades up to 30 feet in height shall have a maximum front yard setback of no more than 10 feet.
2. Facades up to 45 feet in height shall be recessed back from the first 30 feet of facade a minimum of 10 feet. Awnings, pergolas, or covered balconies may project into this setback, but shall not extend beyond the first 30 feet of the façade.

Building Style Building styles for this area shall be compatible with the historic commercial downtown, particularly along Second Street. Although the architectural styles vary, the area is characterized by the following patterns of building:

1. Simple geometric forms and simple plans with all sides of the building being designed
2. Complexity achieved by assembly of simple shapes, modulating mass with insets or projections at entryways and corners or to denote entry and changes in function
3. The body of the buildings defined with brick, stone, or stucco over block construction
4. Expression of construction through careful masonry detailing, wood, metal or combination detailing around entries, openings in facades, and balconies
5. Simple roof forms, predominately flat and edged by a parapet, with breaks in the cornice line only to

mark entryways, changes in function or important corners

6. Street level commercial feature greater areas of glass making the building appear lighter and more transparent. Awnings of treated fabric or metal may cover pedestrian spaces

5.1 PARKING

Pervious Surfaces The City desires to reduce storm water run-off and water pollution, and to allow for the replenishment of groundwater. For parking areas, the goal is to reduce the amount of run-off generating surface area. Therefore, pervious surfaces for parking and maneuvering areas shall be provided in all CRA Design Areas.

Guidelines

Acceptable permeable surfaces include:

1. Pervious concrete
2. Pervious pavers
3. Gravel, bark or grass when reinforced to provide adequate load-bearing requirements (including prefabricated geotechnical structures shown in figs. 5.12, 5.13)
4. Other permeable surfaces may be approved by Staff as more effective technology evolves. Applicants shall provide documentation and research support for submissions. (Note: Approval of previous surface constructions may require separate approval from the St. Johns River Water Management District).

General New private projects which add residential and retail, along with improvement of the CRA, will increase demand for vehicular access and space devoted to vehicles. At the same time, giving over current parking space along the river to public pedestrian activities will require a strategic analysis of parking relocation and additional facilities to maintain the demands of a working waterfront. Discussions of parking in many public meetings are largely anecdotal, and are rarely based on current facts or placed in the context of an approved overall plan. The last parking study of Fernandina was conducted by Walker Parking Associates in July 2002 prior to the adoption of the CRA. John D. Edwards in his book *Parking Handbook for Small Communities* remarks that “if multiple departments and agencies are independently involved in the planning design, promotion, enforcement and adjudication of parking, it is almost impossible to operate a system efficiently and cohesively” (Edwards 1996: 6).

Recommendations

1. Prepare a new parking study to be conducted by staff or a parking consultant familiar with small towns to assess current parking situation. Parking studies must be periodically conducted to assess the effects of new construction as the CRA evolves.
2. Examine practical means of reducing parking requirements for new developments through lot sharing, modifications to the Land Use Code, and land use code modifications.
3. Ensure, through the public planning process, that pedestrian-oriented public space remains a high priority in decision making.

4. Ensure that successful operations of marine-based enterprises (the “working waterfront”) are not compromised by these plans.

APPLICABLE GUIDELINES:

[CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE](#)
[COMMUNITY REDEVELOPMENT AREA \(CRA\) DESIGN GUIDELINES](#)

ANALYSIS:

Staff finds that the proposed adaptive re-use plans for this structure are conceptually compatible with the Waterfront Community Redevelopment Area (CRA) and meet requirements including, height, scale, massing, and materials.

STAFF RECOMMENDATION:

Staff recommends:

CONCEPTUAL Approval of HDC 2023-0082

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2023-0082 **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 2023-0082, as presented, **is or is not** substantially compliant with the Comprehensive Plan, Land Development Code, and the Waterfront Community Redevelopment Area (CRA) Guidelines to warrant **CONCEPTUAL** approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 **Application & Backup Materials**
EXHIBIT 2 **Plans & Elevations**
EXHIBIT 3 **FL Master Site File 8NA00244**

Respectfully Submitted,



Salvatore J. Cumella
Historic Preservation Planner

Historic District Council (HDC) Certificate of Approval (COA) Application
- Submission #10682

Date Submitted: 1/26/2023

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	☐ Demolition of a Primary Structure â€œ Contributing \$7,500
☐ Certificate of Approval (COA): Board Review - Residential Single Family) \$250	☐ After-the-Fact Certificate of Approval (COA): Staff Review \$100
☒ Certificate of Approval (COA): Board Review - Commercial/Multi-Family/2 or more Residential Units/Mixed Use \$400	☐ After-the-Fact Certificate of Approval (COA): Board Review \$1,500
☐ Demolition of a Primary Structure â€œ Non-Contributing \$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 2023



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?*

2/9/2023

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*

Waterfront Community Redevelopment Area (CRA)

Site Address*

231 Front Street

City*

Fernandina Beach

State*

FL

Zip Code*

32034

Parcel ID #(s)*

00-00-31-1800-0003-0010

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name*

The Crossing at Amelia LLC

Last Name*

The Crossing at Amelia LLC

Mailing Address*

960194 Gateway Blvd 101

City*

Fernandina Beach

State*

FL

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*

The Crossings at Amelia will be a unique, quasi industrial looking motel elevated out of the floodplain on piers with a water view. The parking surface will be pervious gravel so the stormwater will not leave the property. There will be an office with posted hours as required by code. In total, there will be 19 individual units. The units will comprise of either a King Size bed with pull-out couch or 2 Queen Size beds, a kitchenette, bathroom and balcony.

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

Design Vision Statement*

The vision for our design was arrived from residing next to an industrial warehouse on the North side of the property and railroad tracks/train cars to the west. The large undeveloped land to the south will probably be a combination of residential and retail in the future. Taking this into consideration, we arrived with a hybrid "container" look for each room stacked to maximize the view while fitting into 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
Impressa	modular unit construction/metal & hardie board	TBD
		(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
	concrete piers	grey (Name/Number)

SHUTTERS

Manufacturer	Product Description	Color
		(Name/Number)

PORCH/DECK

Manufacturer	Product Description	Color
	treated lumber	natural (Name/Number)

FENCING

Manufacturer	Product Description	Color
	wood	(Name/Number)

DRIVEWAYS/SIDEWALKS

Manufacturer	Product Description	Color
	concrete/gravel	(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 crossings survey.pdf	Upload 2 Container Hotel Design Development Review Set 1-18-23.pdf	Upload 3 Crossing property ownership Info .pdf	Upload 4 Choose File No file selected
Upload 5 Choose File No file selected	Upload 6 Choose File No file selected	Upload 7 Choose File No file selected	Upload 8 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.



A. Michael Hickox, CFA
Cert. Res. RD1941

NASSAU COUNTY
PROPERTY APPRAISER



PROPERTY INFORMATION

Parcel Number 00-00-31-1800-0003-0010

Owner Name THE CROSSINGS AT AMELIA LLC

Mailing Address 880184 GATEWAY BLVD 101

Location Address FERNANDINA BEACH, FL 32034

231 FRONT ST N

FERNANDINA BEACH 32034

Tax District 002 - FERNANDINA BEACH

Millage 16.3000

Homestead No

Property Usage VACANT COM 001000

Deed Acres 0

Short Legal BLOCK 3 LOTS 1 THRU 8 S3 & S4

2022 Certified Values

Land Value	\$346,192
(+) Improved Value	\$0
(=) Market Value	\$346,192
(-) Agricultural Classification	\$0
(-) SCH or Non-HA* Capped Savings	\$0
(-) Assessed Value	\$346,192
(-) Homestead	\$0
(-) Additional Exemptions	\$0
(=) School Taxable Value	\$346,192
(-) Non-School IDK & Other Exempt	\$0
Value	\$346,192
(=) County Taxable Value	\$346,192

Note: *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@nassauflpa.com

LOCATION MAP



MAP OF BOUNDARY SURVEY

All those certain lots, pieces and parcels of land situate, lying and being in the City of Fernandina Beach (formerly named Fernandina), County of Nassau and State of Florida, according to 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 One (1), Two (2), Three (3), Four (4), Five (5), Six (6), Seven (7), Eight (8), Twenty-nine (29), Thirty-three (33), Thirty-four (34), all in Block Three (3).

CERTIFIED TO:
THE CROSSINGS AT AMELIA, LLC,
A FLORIDA LIMITED LIABILITY COMPANY
WESTCOR LAND TITLE INSURANCE COMPANY
ANDREA F. LENNON, P.A.

PROPERTY ADDRESS:
231 NORTH FRONT STREET
FERNANDINA BEACH, FLORIDA 32034

CALHOUN STREET

60' RIGHT-OF-WAY

N82°25'20"W 225.00' (C)
N82°32'00"W 225.00' (P)

S82°25'20"E 60.51'

FOUND 5/8" IRON ROD & CAP "MANZIE LB 7039"

99.93'

FOUND 1/2" IRON ROD

125.00'

399.88'

FOUND 5/8" IRON ROD & CAP "MANZIE LB 7039"

175.00'

FOUND 5/8" IRON ROD & CAP "MANZIE LB 7039"

59.66' (M)
60.00' (P)

S07°28'00"W

60' RIGHT-OF-WAY

S82°32'00"E 225.00'

FOUND 1/2" IRON PIPE

FOUND 1/2" IRON PIPE & CAP "LB 1558"

* NOTE:
ACCESSWAY TO ADJOINING PROPERTY RUNS THROUGH SUBJECT PROPERTY.

REVISIONS:
1) REVISED 7/29/2022 TO UPDATE CERTIFICATIONS. (BMD)

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.

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

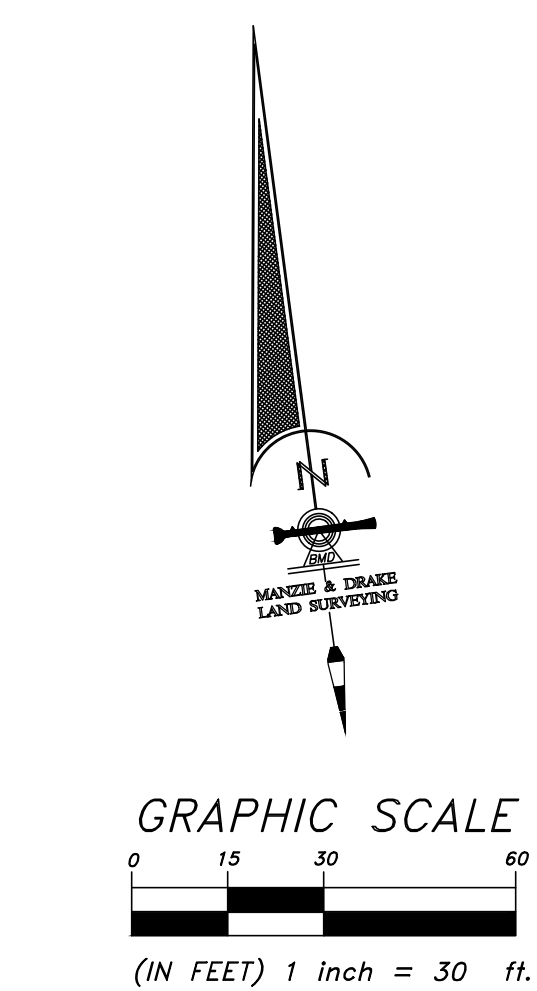
6/23/2022

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"=30' JOB NO: 19889 DATE: 6/15/2022 CADD: B. DAVIS
F.B. NO: X-362 PAGE NO: 27 CREW: GS FILE NO: B-1741



NORTH FRONT STREET

60' RIGHT-OF-WAY

N07°28'00"E (BR) 200.00'

RAIL ROAD TRACKS

RAIL ROAD TRACKS

RAIL ROAD TRACKS

RAIL ROAD TRACKS

RAIL ROAD TRACKS

RAIL ROAD TRACKS

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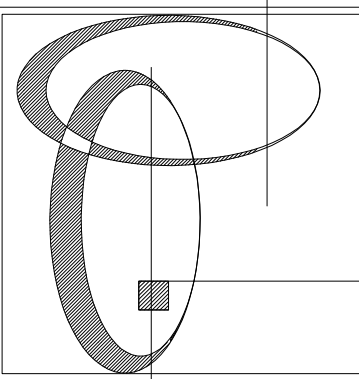
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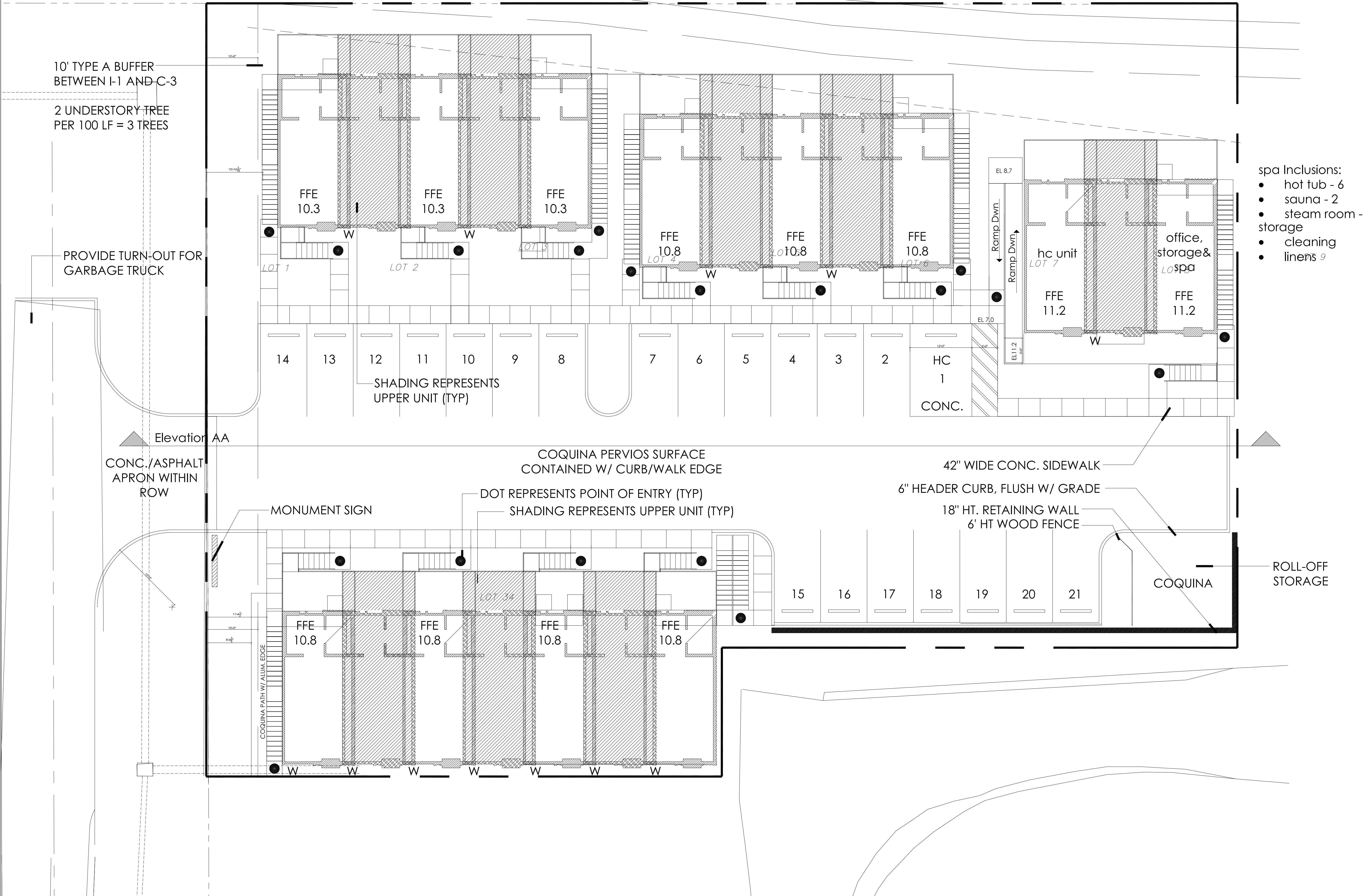
RAIL ROAD TRACKS

LEGEND
C = CENTERLINE
P = PLAT
M = MEASURED
C = CALCULATED

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) Bearings shown hereon are based on an assumed bearing of N07°28'00"E. The bearing reference line is indicated as thus (BR).
5) The property shown hereon lies within flood zone "X & AE(9)" as per F.E.M.A. Flood Insurance Rate Map, Panel "12089C 0237 G", Dated "08/02/2012". 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.



CHAD GRIMM STUDIOS
2539 HYDE PARK ROAD
JACKSONVILLE FL 32210
(904) 236-9757



- spa Inclusions:
- hot tub - 6
 - sauna - 2
 - steam room - storage
 - cleaning
 - linens 9

Container Hotel

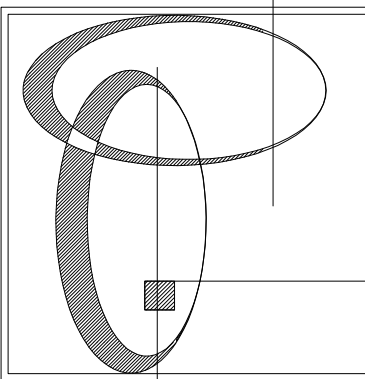
Site Plan

REVISIONS			
no.	description	by	date

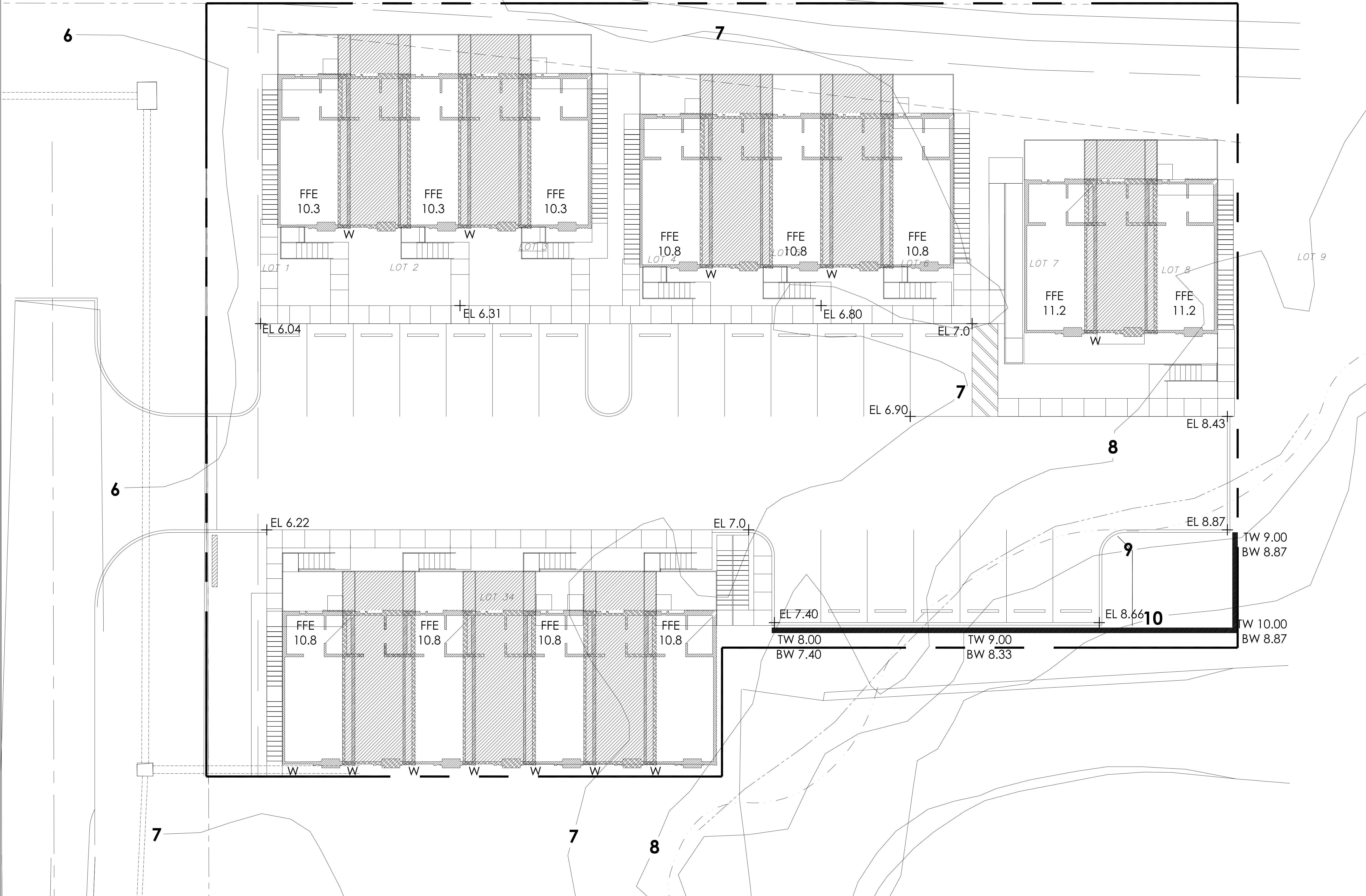
SHEET:

DATE: JANUARY 18, 2023

S-1



CHAD GRIMM STUDIOS
2539 HYDE PARK ROAD
JACKSONVILLE FL 32210
(904) 236-9757



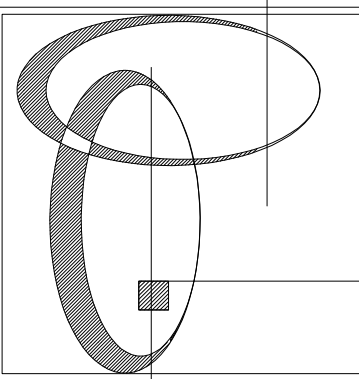
Container Hotel

Grading Plan

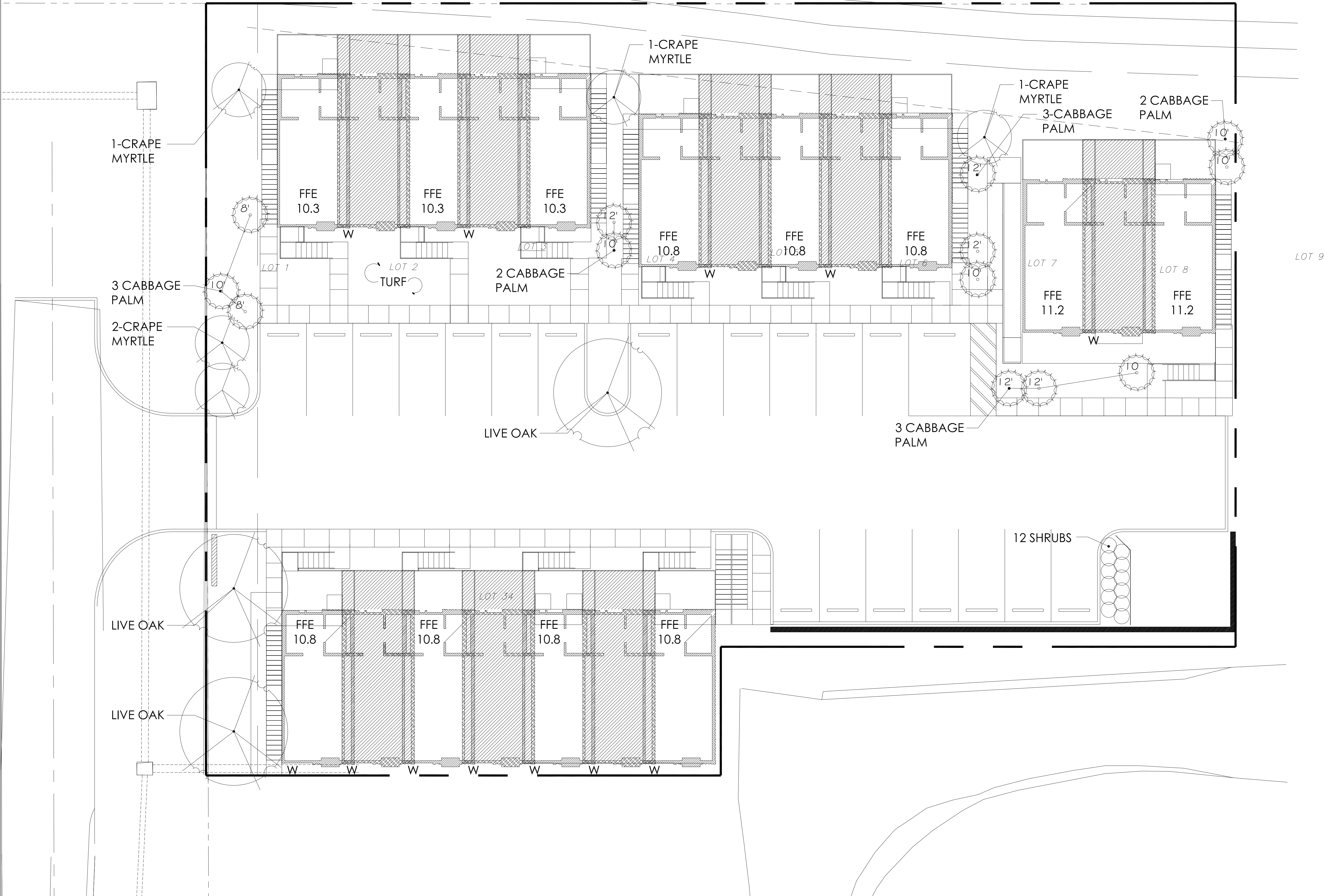
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no.	description	by	date

S-2

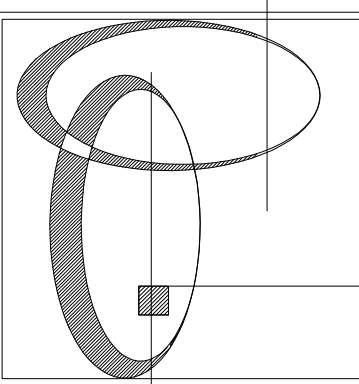
SHEET:
DATE: JANUARY 18, 2023



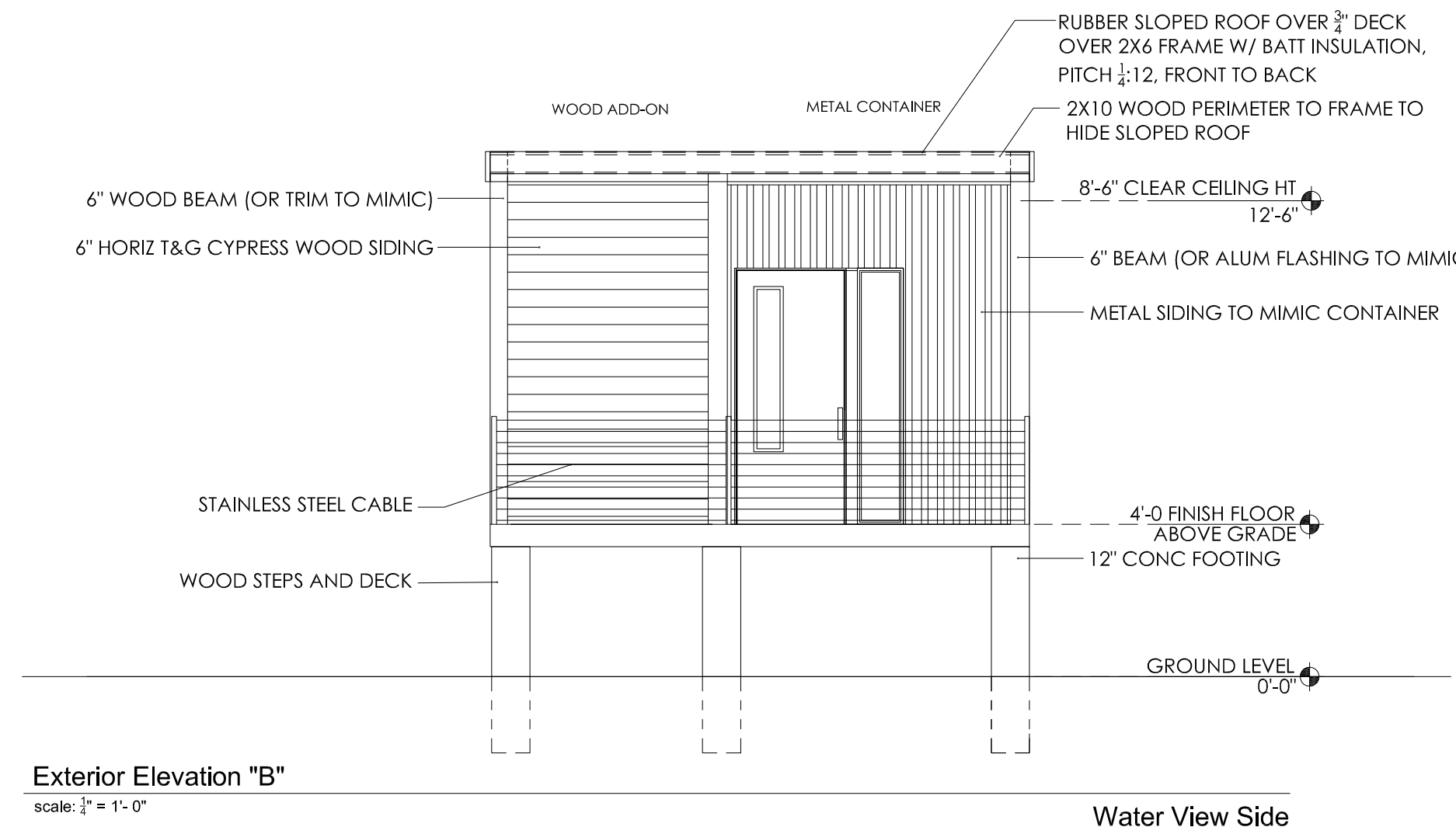
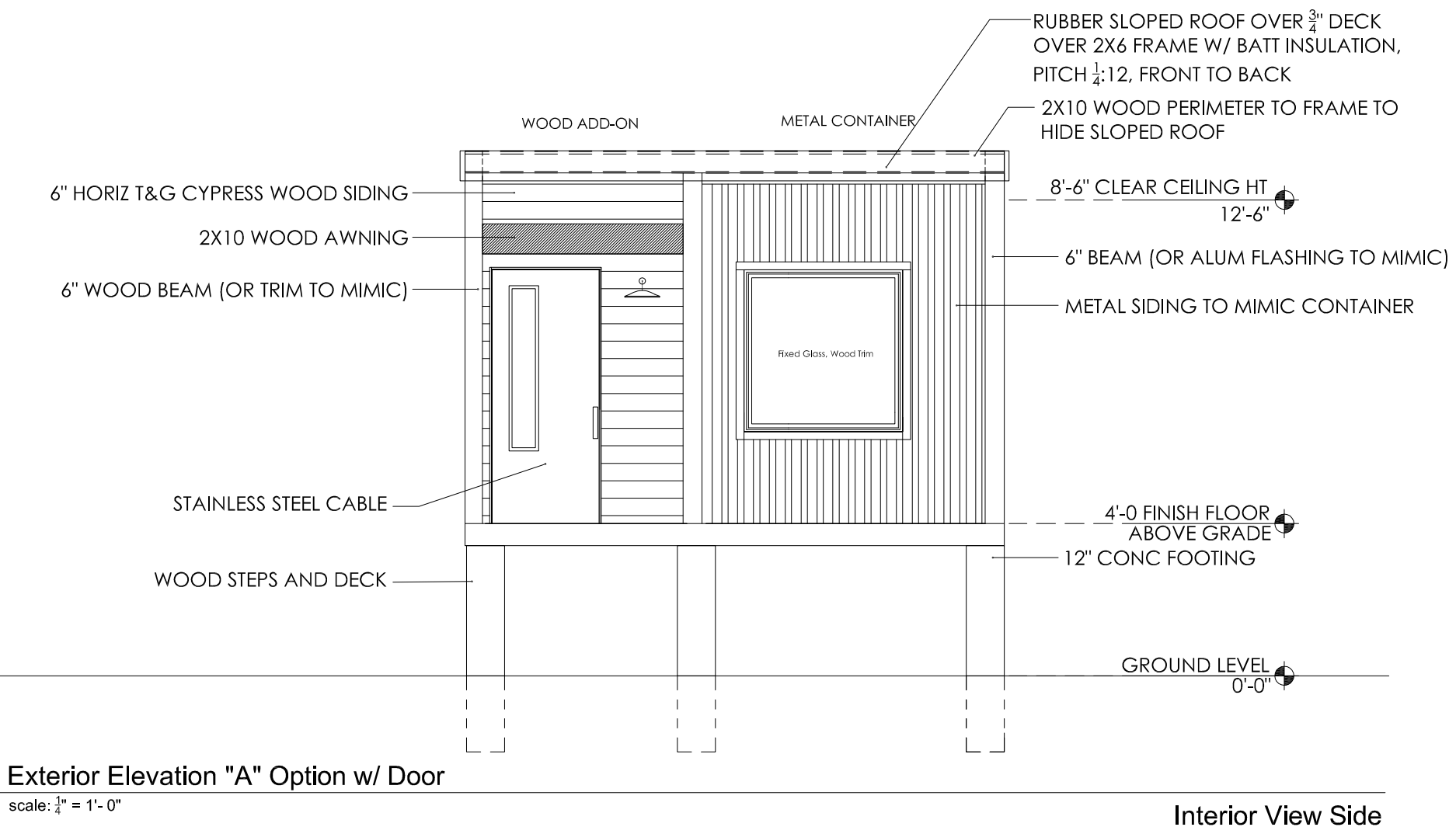
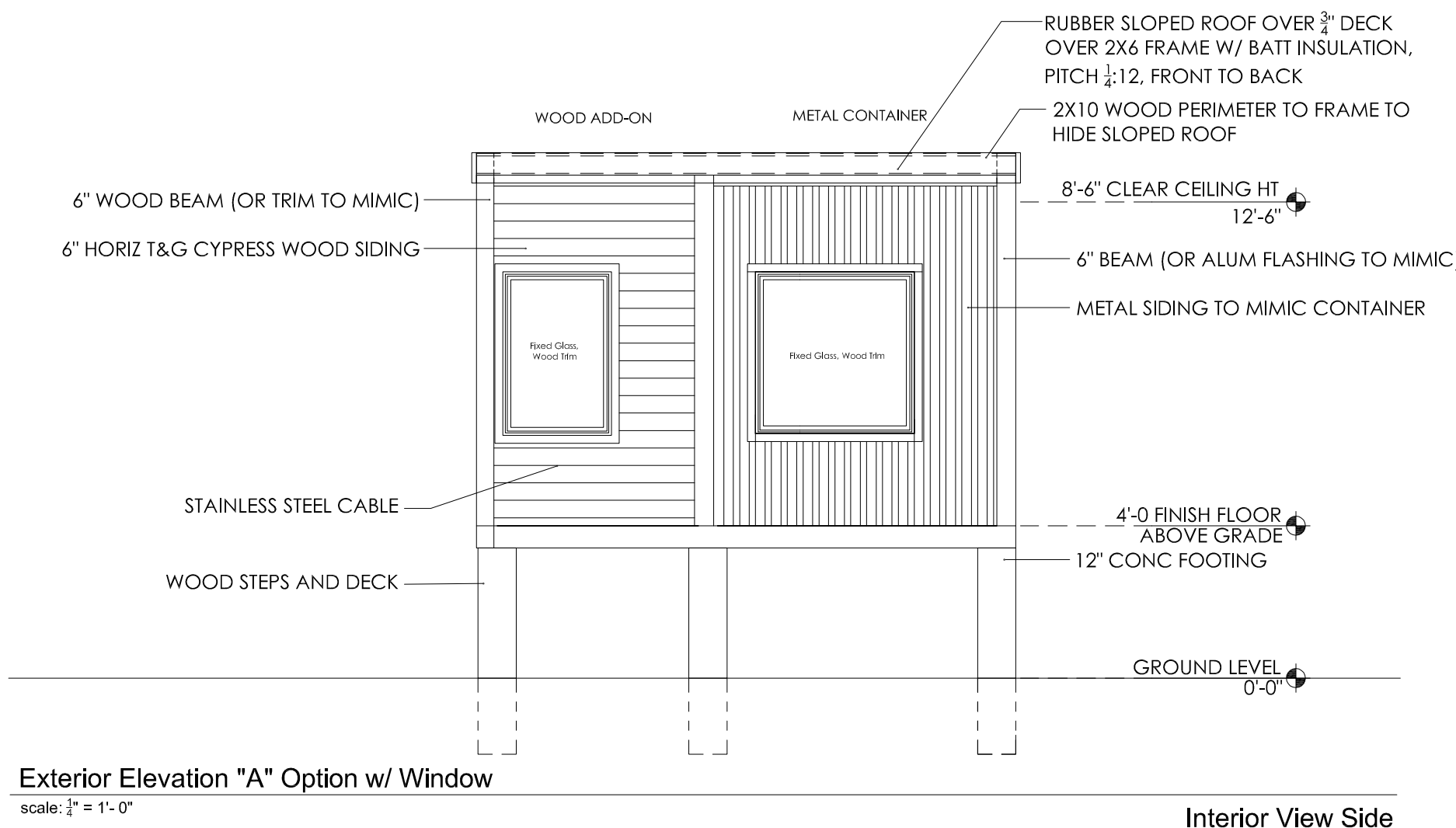
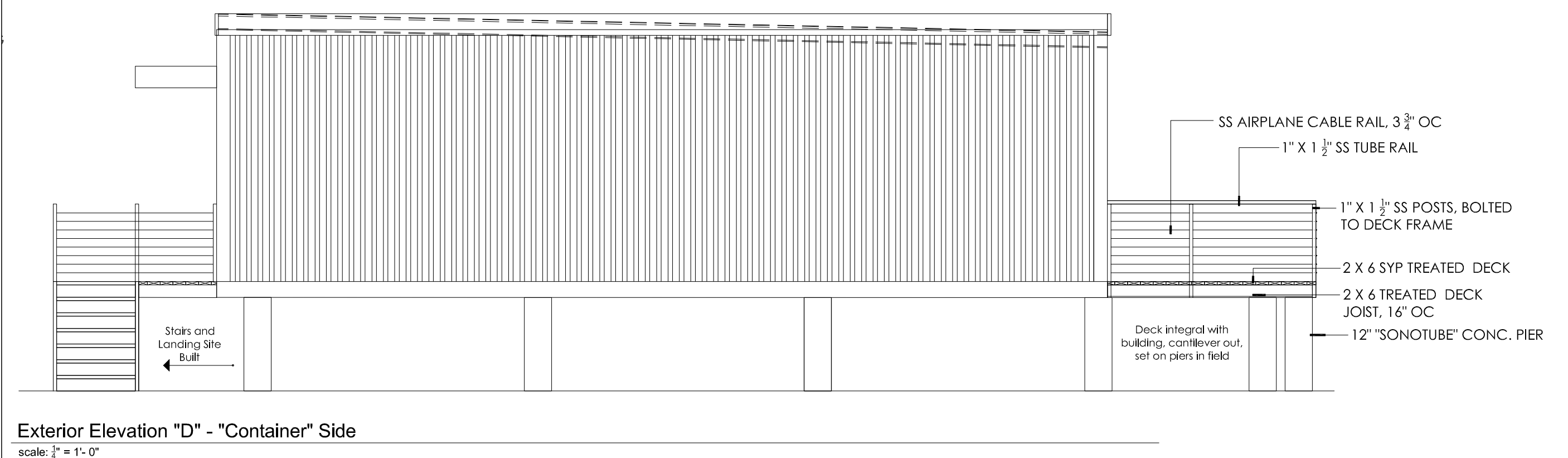
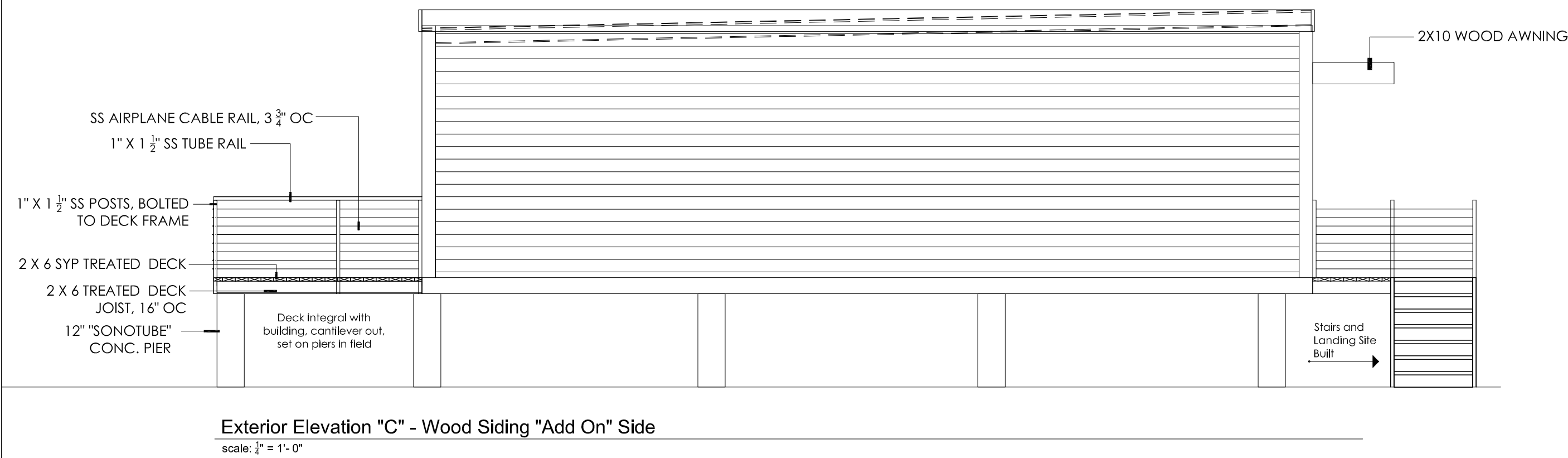
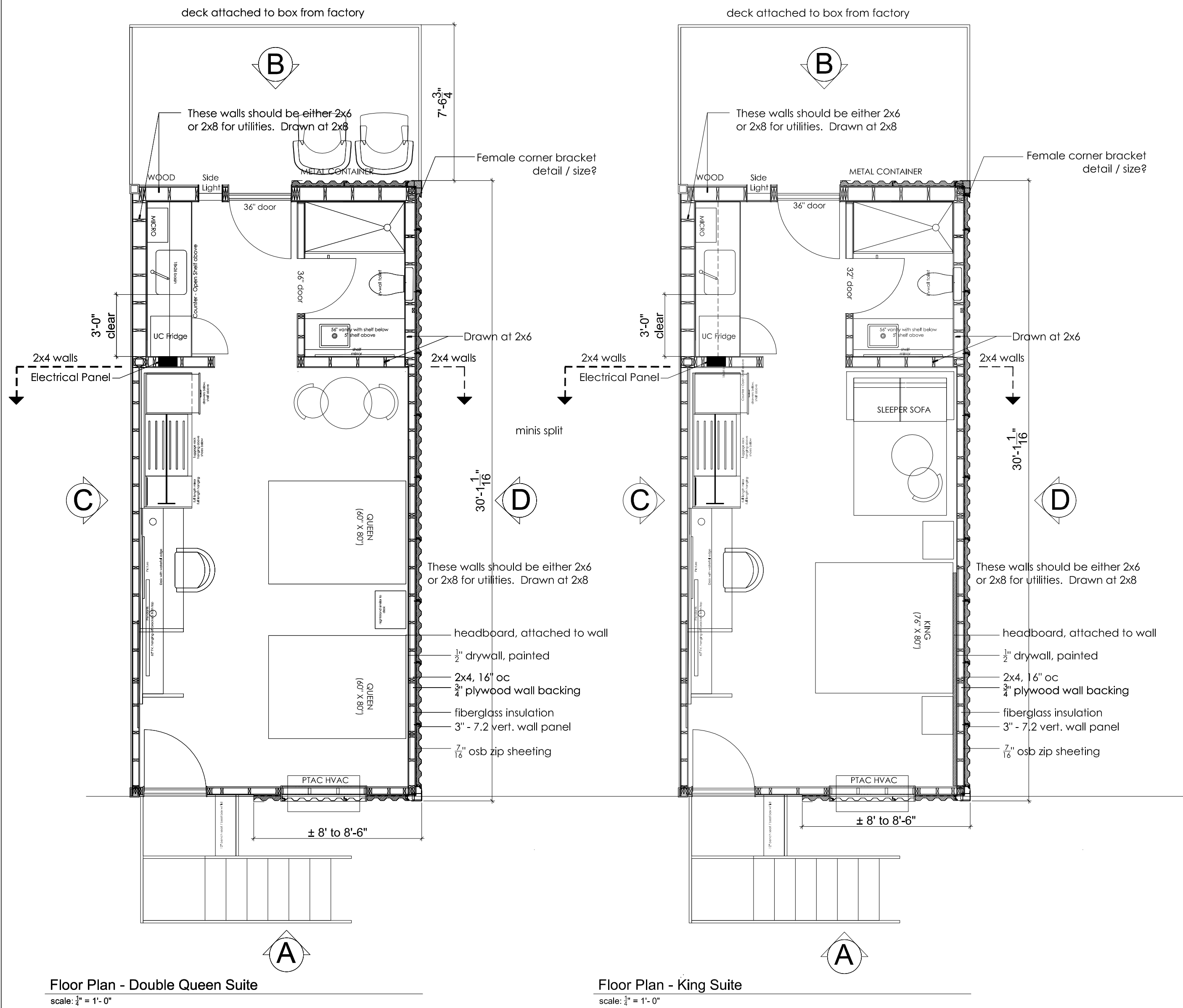
CHAD GRIMM STUDIOS
2539 HYDE PARK ROAD
JACKSONVILLE FL 32210
(904) 236-9757



Container Hotel			
Landscape Plan			
REVISIONS			
no.	description	by	date
S-3			
SHEET:			
DATE: JANUARY 18, 2023			



CHAD GRIMM STUDIOS
2539 HYDE PARK ROAD
JACKSONVILLE FL 32210
(904) 236-9757



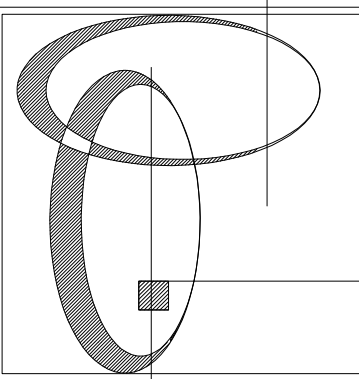
Container Hotel

Unit Plans and Elevations

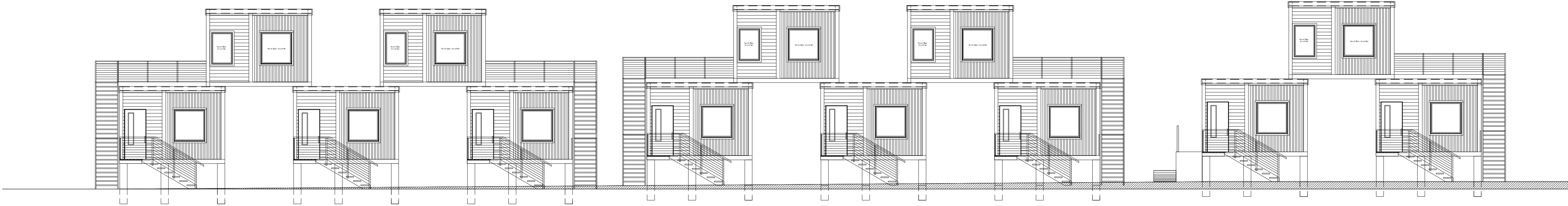
REVISIONS			
no.	description	by	date

SHEET:
DATE: JANUARY 18, 2023

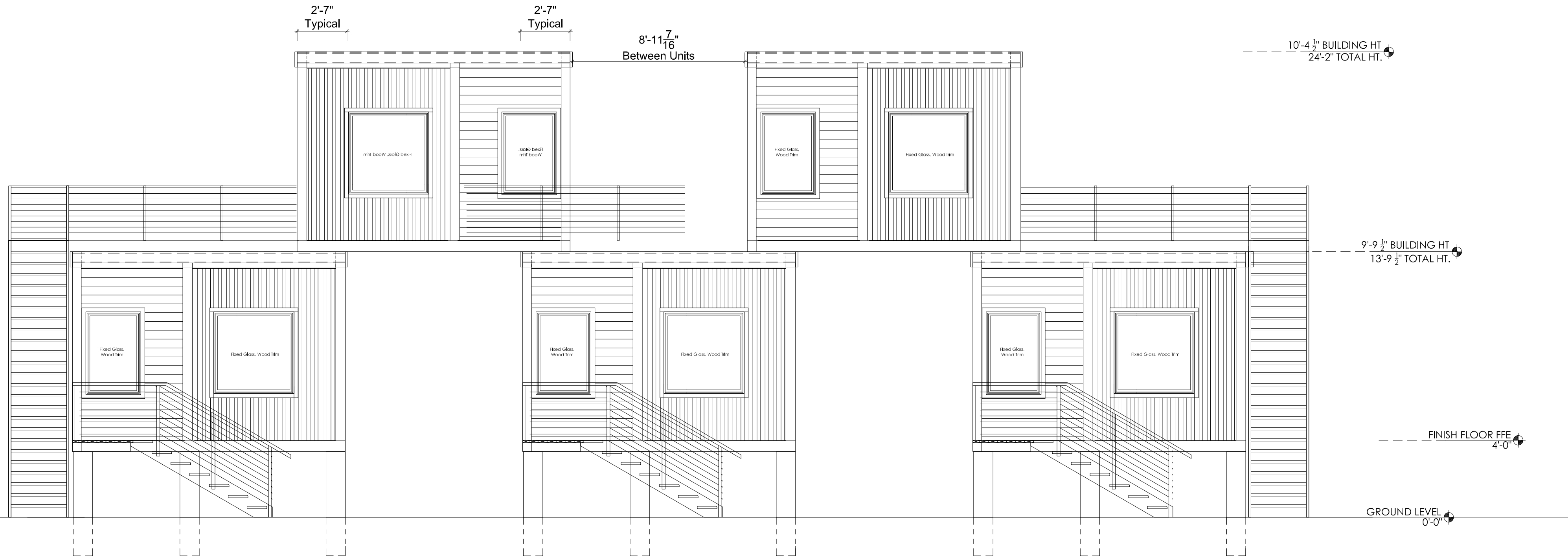
AR-1



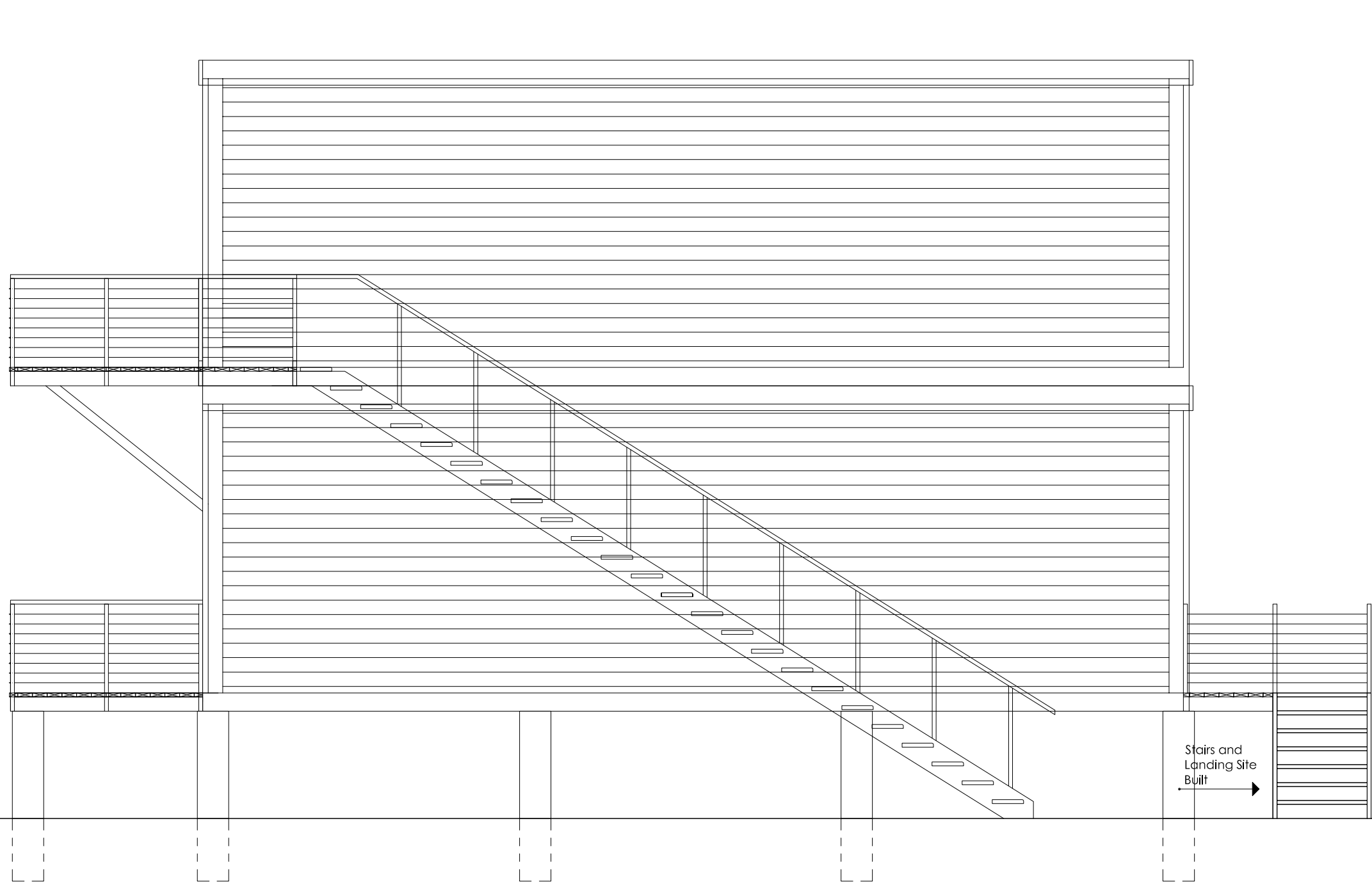
CHAD GRIMM STUDIOS
2539 HYDE PARK ROAD
JACKSONVILLE FL 32210
(904) 236-9757



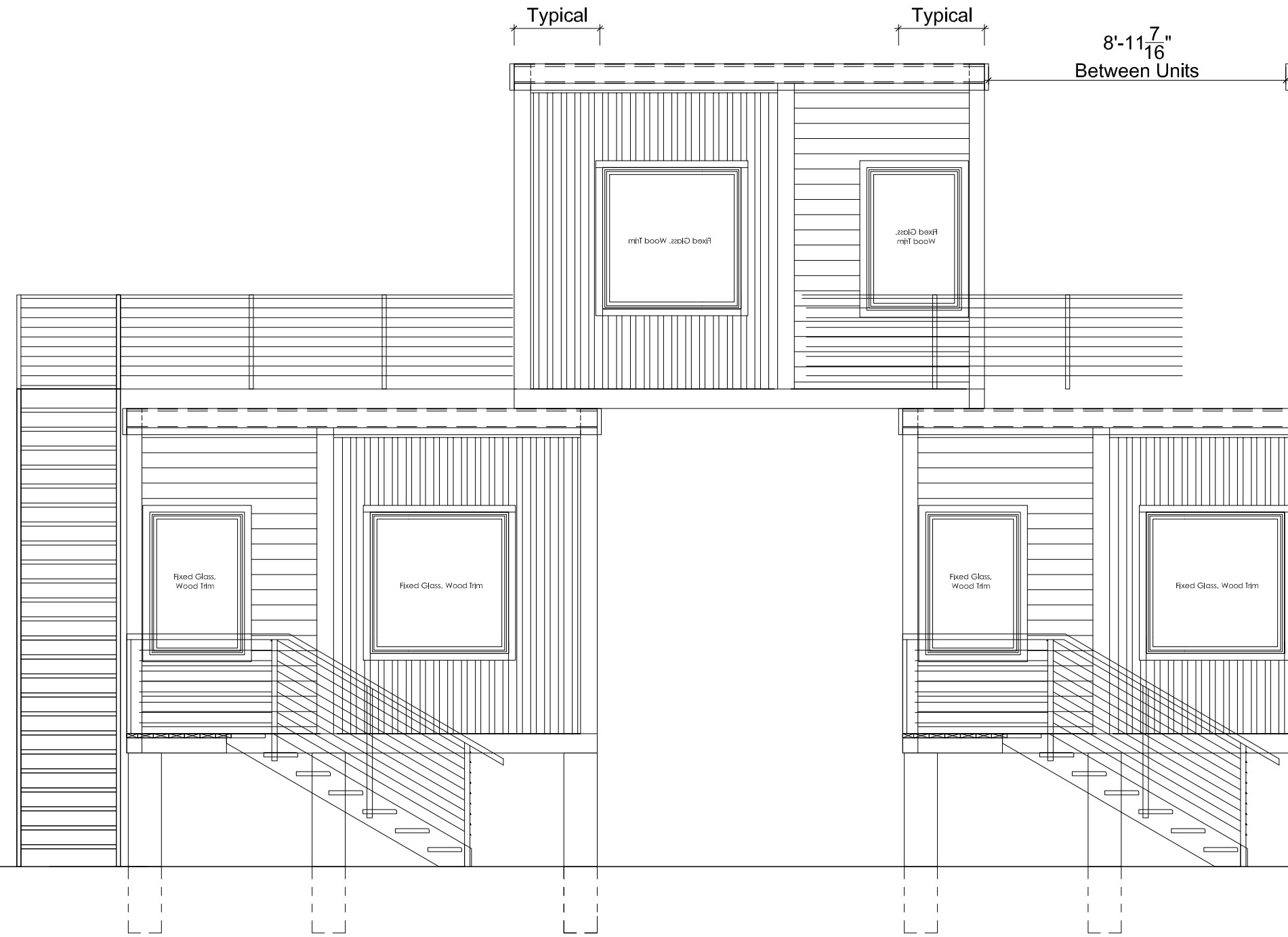
Exterior Site Elevation AA



Front Elevation - Typical Stacked View
scale: 1/4" = 1'-0"



Side Elevation - Typical Stacked View
scale: 1/4" = 1'-0"



Front Elevation - Typical Stacked View
scale: 1/4" = 1'-0"

Container Hotel

Stacked Unit Exterior Elevations

REVISIONS

no.	description	by	date

AR-2

SHEET:
DATE: JANUARY 18, 2023



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2023-0083
MARCH 16, 2023

Owner/Applicant:	Rice Architects, agent for Jean Goulden
Property Address:	315 S. 7 th Street
Parcel ID #	00-00-31-1800-0127-0070
Current zoning:	R-2
FLUM land use category:	Medium Density Residential
Existing uses on the site:	Single-Family Residential
FL Master Site File #	8NA00470
Year Built:	1870 (FMSF)
Contributing Status:	Contributing
Requested action:	Certificate of Approval (COA) to enclose carport with material to match existing, and to demolish rear shed. <i>(Quasi-Judicial)</i>

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 seeks Conceptual approval to:

- Enclose existing carport.
- Demolish a shed structure that is a later addition to a historic outbuilding.

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	<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:

When analyzing the individual proposed components staff finds:

- **Remove an existing non-historic shed**
 - As the shed is a modern addition, removal is permissible.
- **Enclosure of the carport**
 - The carport has an existing roofline that compliments the house and is clearly subordinate to the main house. It is also situated toward the rear back corner of the home minimizing its massing and scale. Materials will be modern materials such as hardilap siding that replicate the look of the historic materials on the body of the home.
- 1926 Sanborn Fire Insurance Map (sheet 9)

STAFF RECOMMENDATION:

Staff recommends:

Approval of HDC 2023-0083

MOTION TO CONSIDER:

I move to approve or deny HDC case number HDC 2023-0083 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 HDC 2023-0083, as presented, is or is not substantially compliant with the Comprehensive Plan, Land Development Code, and the Downtown Historic District Design Guidelines to warrant **FINAL** approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 Application & Backup Materials

EXHIBIT 2 Plans & Elevations

EXHIBIT 3 FL Master Site File 8NA00470

Respectfully Submitted,



Salvatore J. Cumella
Historic Preservation Planner

Historic District Council (HDC) Certificate of Approval (COA) Application
- Submission #10746

Date Submitted: 2/2/2023

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 2023



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*

Alteration

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?*

1/23/2023

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*

Old Town

Site Address*

315 S 7TH ST

City*

FERNANDINA BEACH

State*

FL

Zip Code*

32034

Parcel ID #(s)*

00-00-31-1800-0127-0070

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name*

JEAN

Last Name*

GOULDEN

Mailing Address*

315 S 7TH ST

City*

FERNANDINA BEACH

State*

FL

Zip Code*

32034

Telephone Number*

978-501-0968

E-mail Address*

gouldenjean@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*

MARK

Last Name*

AKINS

Company (if applicable)

RICE ARCHITECT

Street Address

961687 GATEWAY BLVD SUITE 201H

City

AMELIA ISLAND

State

FL

Zip

32034

Telephone Number

9044910072

E-mail Address

MHAKINS@RICEARCHITECT.COM

Project Description*

EXISTING CARPORT IS TO BE ENCLOSED WITH MATERIALS AND PAINT TO MATCH THE EXISTING RESIDENCE
DEMOLITION OF THE EXISTING SHED LOCATED AT THE REAR OF THE PROPERTY.

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

Design Vision Statement*

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, craftsman ship, 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
CLOPAY	CLASSIC COLLECTION Include FL Product Approval # for Windows and Doors	WHITE (Name/Number)

WINDOWS

Manufacturer	Product Description	Color
ANDERSON	400 Include FL Product Approval # for Windows and Doors	WHITE (Name/Number)

ROOFING

Manufacturer	Product Description	Color
		 (Name/Number)

FASCIA/TRIM

Manufacturer	Product Description	Color
JAMES HARDIE		MATCH EXIST (Name/Number)

FOUNDATION

Manufacturer	Product Description	Color
		MATCH EXIST (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
00-00-31-1800-0127-0070.pdf	Goulden 315 S. 7th Survey.pdf	22-0125 .pdf	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.



OWNER'S AUTHORIZATION FOR AGENT REPRESENTATION

I /WE JEAN GOULDEN
(print name of property owner(s))

hereby authorize: RICE ARCHITECT LLC
(print name of agent)

to represent me/us in processing an application for: HDC
(type of application)

on our behalf. In authorizing the agent to represent me/us, I/we, as owner/owners, attest that the application is made in good faith and that any information contained in the application is accurate and complete.

J Goulden
(Signature of owner)

(Signature of owner)

JEAN GOULDEN
(Print name of owner)

(Print name of owner)

STATE OF FLORIDA

COUNTY OF NASSAU

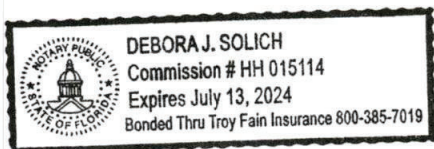
Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 3 day
of February, 2023, by _____.

Deborah Solich
Notary Public

Printed Name

My Commission Expires

Personally Known ☒ OR Produced Identification _____ ID Produced: _____



BLOCK 127 LOT 7 (LESS N5 FT)
& N 10 FT OF LOT 6
CITY OF FDNA BEACH

GOULDEN JEAN FAMILY TRUST/GOULDEN JEAN TRUSTEE
315 SOUTH 7TH STREET
FERNANDINA BEACH, FL 32034

2022

00-00-31-1800-0127-0070



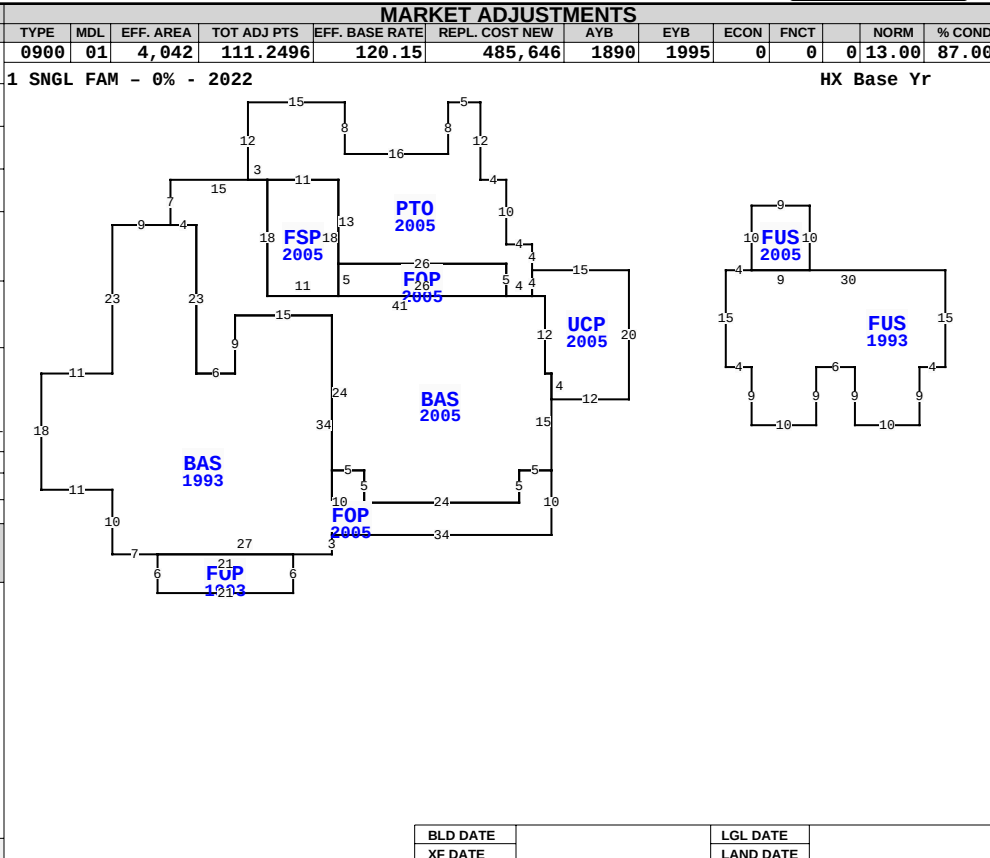
BUILDING CHARACTERISTICS		
ELEMENT	CD	CONSTRUCTION
Exterior Wall	12	CEDAR 100
Roof Structure	08	IRREGULAR 100
Roof Cover	12	MODULAR MT 100
Interior Wall	05	DRYWALL 100
Interior Floor	12	HARDWOOD 70
Interior Floor	15	HARDTILE 30
Air Condition	03	CENTRAL 100
Heating Type	04	AIR DUCTED 100
Bedrooms		4 100
Bathrooms		3.5 100
Frame	02	WOOD FRAME 100
Stories	1.5	1.5 100
Units		0 100
BUD8 Adjustme	02	DIST FB 100

Quality	04	Quality Level 04
DOR CODE	0100	SINGLE FAMILY
MAP NUM		MKT AREA 01
NEIGHBORHOOD/LOC	1005.00	1.20/

AREA TYPE	TOTAL GROSS AREA	PCT OF BASE	TOT ADJ AREA	SUBAREA MARKET VALUE
BAS	1,584	100	1,584	165,577
BAS	1,369	100	1,369	143,102
FOP	126	30	38	3,972
FOP	350	30	105	10,976
FSP	198	40	79	8,258
FUS	690	100	690	72,126
FUS	90	100	90	9,408
PTO	674	5	34	3,554
UCP	264	20	53	5,540
TOTALS	5,345		4,042	422,512

EXTRA FEATURES							
L N	OB/UF CODE	DESCRIPTION	BLD	CAP	L	W	
1	0513	GR/UT - L - TN	0	0	25	18	
6	0825	BRICK	0	0	7	13	
8	0819	CONC 12"	0	0	3	8	
9	0881	FOUNTAIN	0	0	0	0	
10	0486	FP - 2 - SG - AV	0	0	0	0	
11	0810	CONCRETE A	0	0	21	9	
12	1244	WD DECK EX	0	0	12	8	
13	0866	POOL FIBER	0	0	16	8	
14	0877	JACUZZI	0	0	0	0	
15	0855	CONC PAVER	0	0	0	0	

LAND DESCRIPTION					
L N	USE CODE	LAND USE DESCRIPTION	CAP	R D	LOC ZONE
1	000100	SFR	0	0002-2	



315 S 7TH ST, FERNANDINA BEACH

NASSAU COUNTY PROPERTY														
VALUATION SUMMARY														
VALUATION BY										STANDARD				
Tax Group: 2										Tax Dist:				
BUILDING MARKET VALUE										422,512				
TOTAL MARKET OB/XF VALUE										16,336				
TOTAL LAND VALUE - MARKET										336,000				
TOTAL MARKET VALUE										774,848				
SOH/AGL Deduction										0				
ASSESSED VALUE										774,848				
TOTAL EXEMPTION VALUE										0				
BASE TAXABLE VALUE										774,848				
TOTAL JUST VALUE										774,848				
NCON VALUE										0				
INCOME VALUE										0				
PREVIOUS YEAR MKT VALUE										636,958				

BLDG:1:2: TOTAL RENOVATION & ADDITION IN 2004/2005
BLDG:1:1: HARDWOOD LAP SIDING & HARDY PLANK

PERMIT NUM	DESCRIPTION	AMT	ISSUED

SALES DATA						
OFF RECORD Number	DATE	TYPE INST	Q U	V I	RSN CD	SALE PRICE
2548/1760	3/18/2022	QC	U	I	11	100
GRANTOR: KALYX PROPERTIES LLC						
GRANTEE: GOULDEN JEAN FAMILY						
2464/1002	4/28/2021	WD	U	I	11	100
GRANTOR: BERKELEY MICHAEL						
GRANTEE: KALYX PROPERTIES LL						

BUILDING NOTES														
HARDWOOD LAP SIDING & HARDY PLANK														

BUILDING DIMENSIONS														
UCP=[YR=2005] W15 PTO=[YR=2005] N4 W4 N10 W4 N12 W5 S8 W16 N8 W15 S12 E3 FSP=[YR=2005] S18 E11 FOP=[YR=2005] E26 N5 W26 S5 \$ N18 W11 \$ E11 S13 E26 S5 E4 N4 \$ S4 BAS=[YR=2005] W41 N18 W15 S7 BAS=[YR=1993] W9 S23 W11 S18 E11 S10 E7 FOP=[YR=1993] S6 E21 N6 W21 \$ E27 N3 FOP=[YR=2005] E34 N10 W5 S5 W24 N5 W5 S10 \$ N34 W15 S9 W6 N23 W4 \$ E4 S23 E6 N9 E15 S24 E5 S5 E24 N5 E5 N15 W1 N12 W2 \$ E2 S12 E1 S4 E12 N20 \$ PTR= E15 FUS=[YR=1993] E4 FUS=[YR=2005] N10 E9 S10 W9 \$ E30 S15 W4 S9 W10 N9 W6 S9 W10 N9 W4 N15 \$ W15 \$.														

GOULDEN JEAN FAMILY TRUST/GOULDEN JEAN TRUSTEE
315 SOUTH 7TH STREET
FERNANDINA BEACH, FL 32034

00-00-31-1800-0127-0070

[illegible]

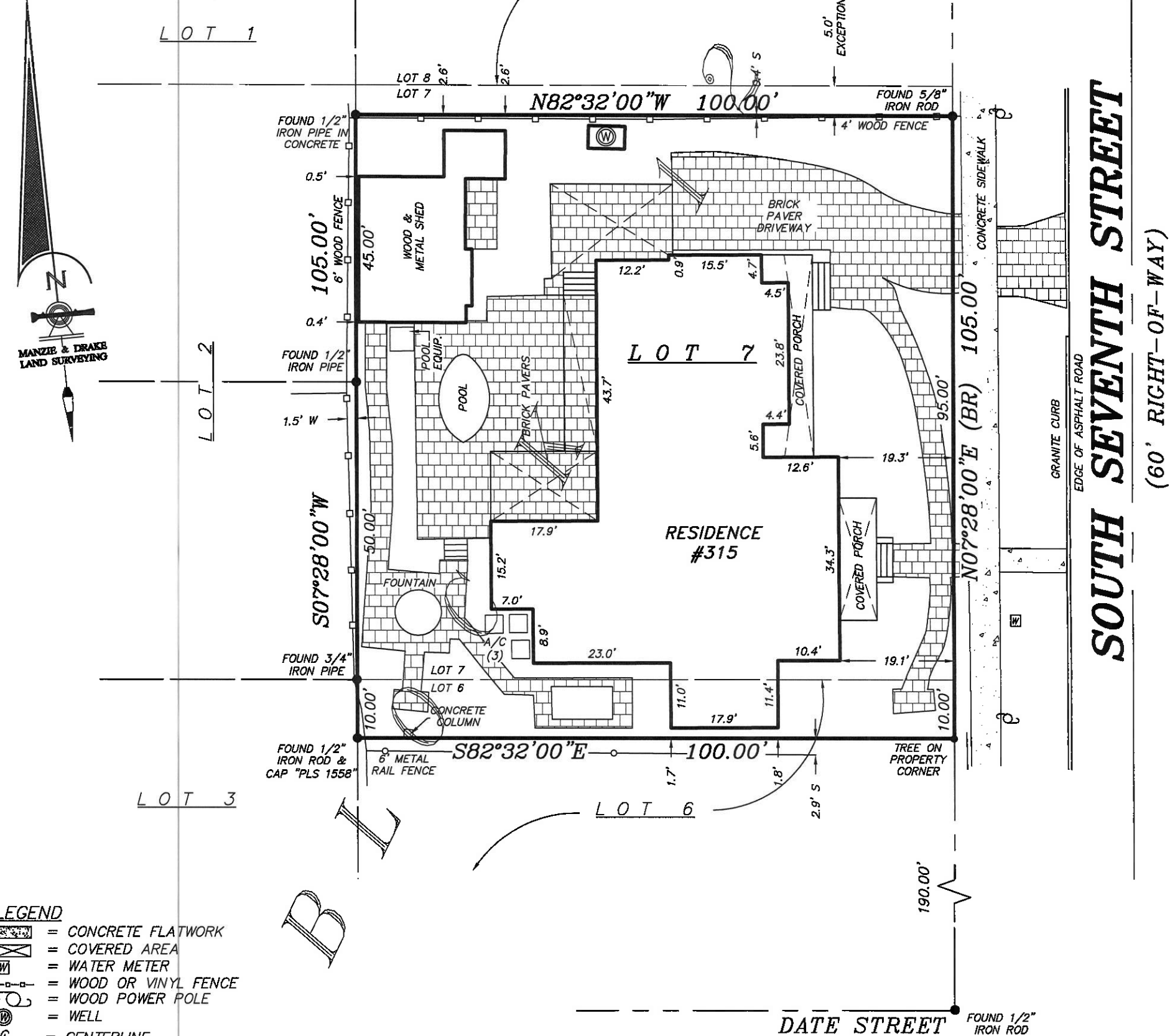
MAP OF BOUNDARY SURVEY

ALL THAT CERTAIN LOT, PIECE OR PARCEL OF LAND SITUATE, LYING AND BEING IN THE CITY OF FERNANDINA BEACH, (FORMERLY NAMED FERNANDINA), COUNTY OF NASSAU AND STATE OF FLORIDA, AND FURTHER KNOWN AND DESCRIBED ON THE OFFICIAL 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:

THE NORTH 10.0 FEET OF LOT 6 AND ALL OF LOT 7, EXCEPT THE NORTH 5 FEET, BLOCK 127

CERTIFIED TO:
JEAN GOULDEN

PROPERTY ADDRESS:
315 SOUTH 7TH STREET
FERNANDINA BEACH, FLORIDA 32034



- LEGEND
- CONCRETE FLATWORK
 - COVERED AREA
 - WATER METER
 - WOOD OR VINYL FENCE
 - WOOD POWER POLE
 - WELL
 - CENTERLINE
 - A/C = AIR CONDITIONER

- SURVEY NOTES:
- The "Legal Description" hereon is in accord with the description provided by the client
 - Underground Improvements were not located or shown.
 - Lands shown hereon were not abstracted by this office for easements, rights-of-way, ownership or other instruments of record.
 - Bearings shown hereon are based on an assumed bearing of N07°28'00"E for the westerly right-of-way line of South Seventh Street. The bearing reference line is indicated as thus (BR).
 - The property shown hereon lies within flood zone X per the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) panel 12089C 237 G, dated 08/02/2017.

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.

MICHAEL A. MANZIE, P.L.S. 4069
12-14-22

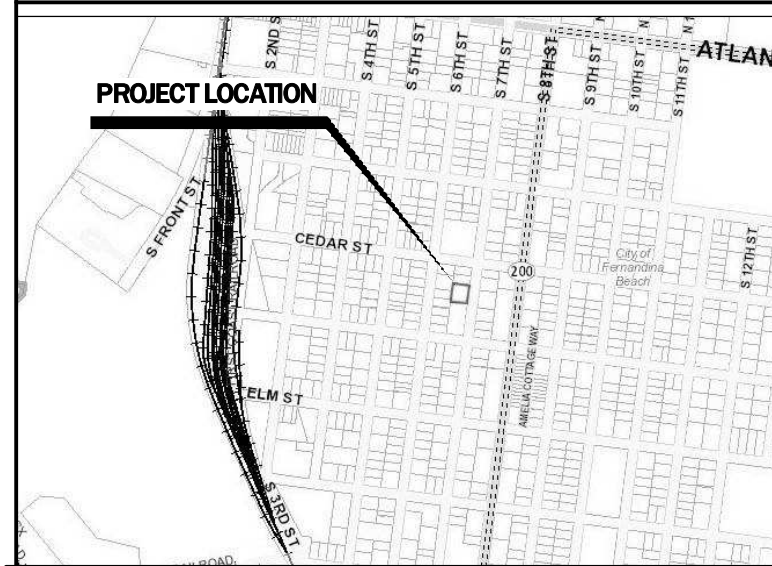
MANZIE & DRAKE LAND SURVEYING

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: 14153 DATE: 12/6/2022 CADD: LP
F.B. NO: X-351 PAGE NO: 57 CREW: RS FILE NO: A-5751

VICINITY MAP



HDC SUBMITTAL

315 SOUTH 7TH STREET FERNANDINA BEACH, FL 32034

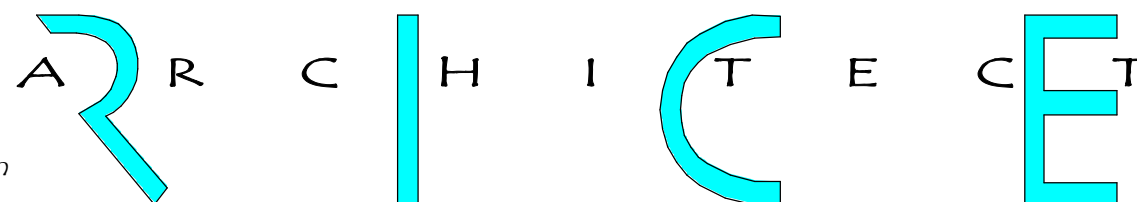
HDC SUBMITTAL

ISSUE DATE: 02/02/2023

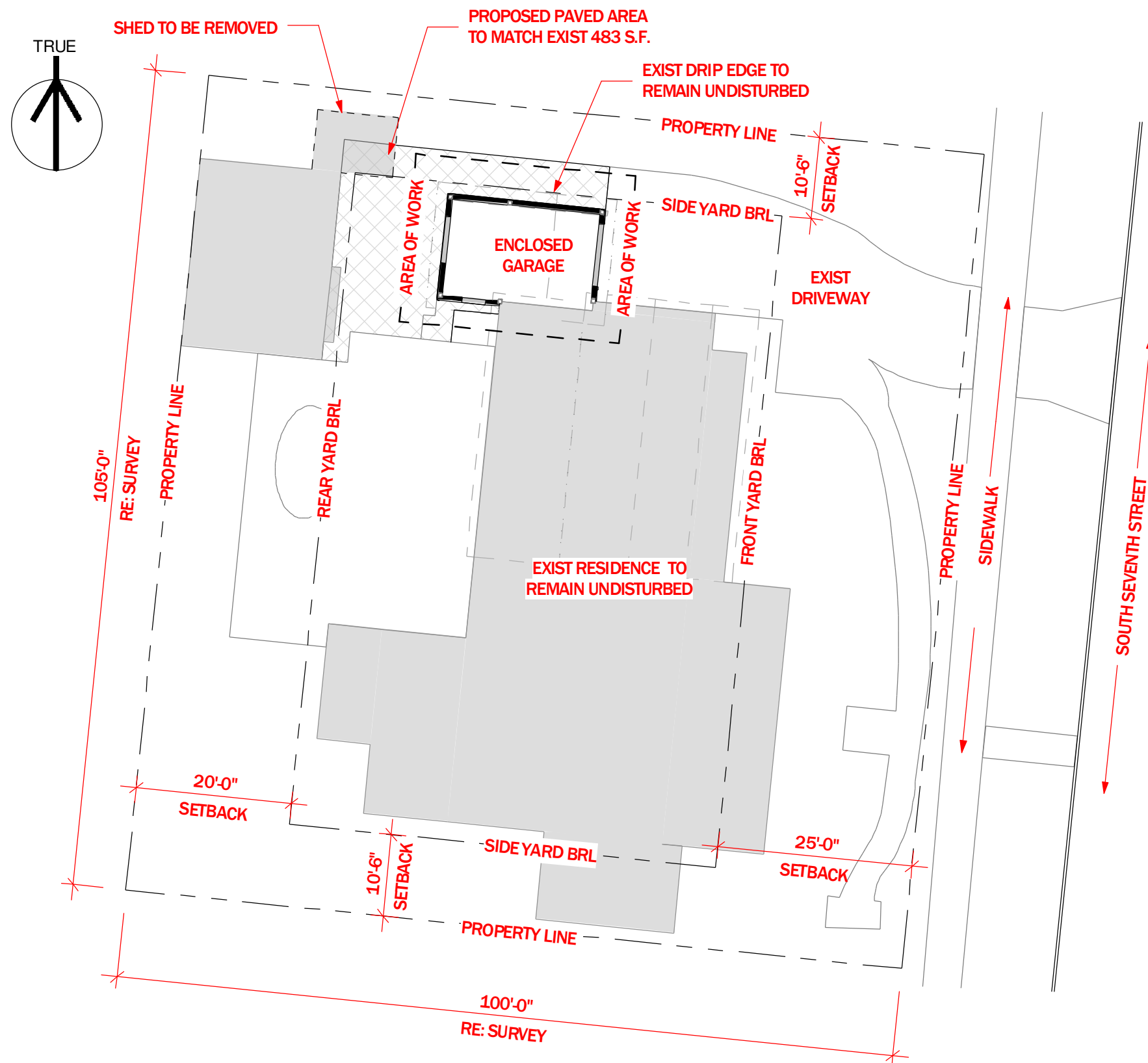
315 SOUTH 7TH STREET FERNANDINA BEACH, FL 32034

BO.O

PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com



961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



CODE & COMPLIANCE DATA

OCCUPANCY GROUP: UNCHANGED

OCCUPANCY LOAD: UNCHANGED

FLOOD ZONE: X BFE: N/A

PROPOSED ELEV. OF 1st HABITABLE FLOOR: UNCHANGED

PROPOSED ELEV. OF GROUND SLAB: UNCHANGED

PROPOSED ELEV. OF ADJACENT GRADE: UNCHANGED

ZONING: R-2 ADJACENT ZONING: R-2

SETBACKS / FRONT: 25'-0" SIDE: 10'-6" REAR: 20'-0"

PROPOSED STRUCTURE HEIGHT: UNCHANGED

NUMBER OF STORIES: UNCHANGED

SITE GROSS S.F.: 10,500 UNCHANGED sf

BUILDING FOOTPRINT: 4,584 UNCHANGED sf

PERCENT OF LOT COVERAGE: 43% UNCHANGED

CONSTRUCTION TYPE: TYPE V COMBUSTIBLE MATL

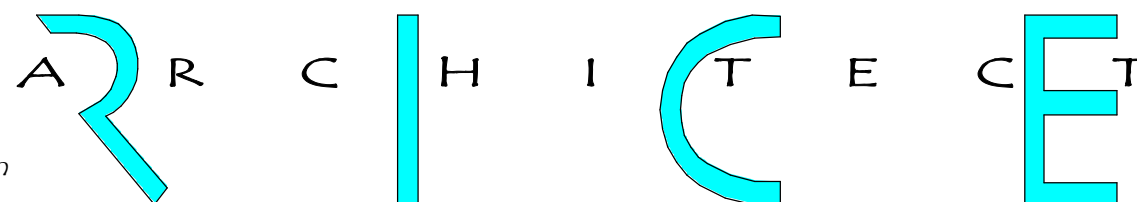
LEVEL OF ALTERATION: 1

SITE PLAN

SCALE: 1/16" = 1'-0"

HDC SUBMITTAL

ISSUE DATE: 02/02/2023

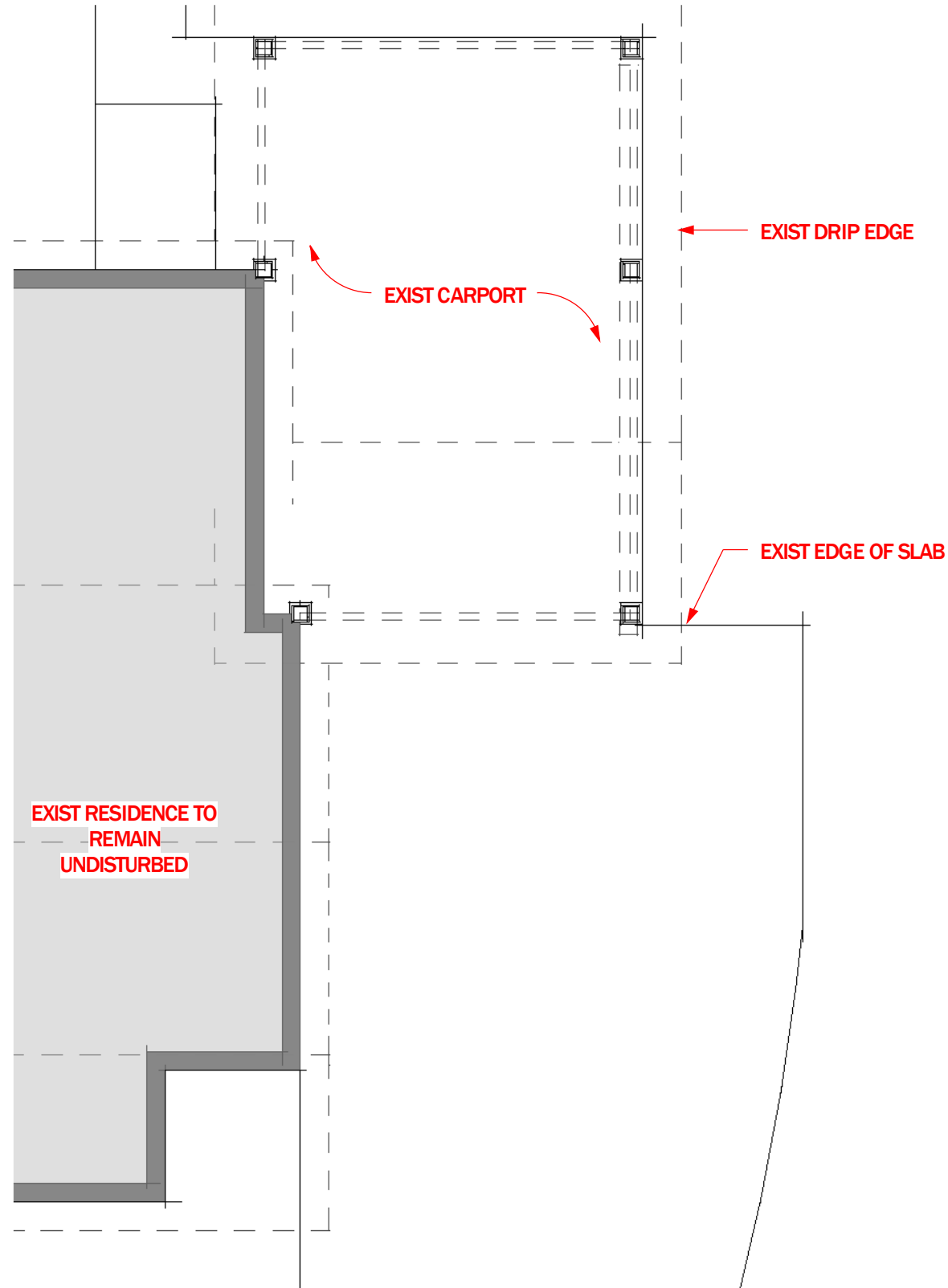


315 SOUTH 7TH STREET FERNANDINA BEACH, FL 32034

B1.0

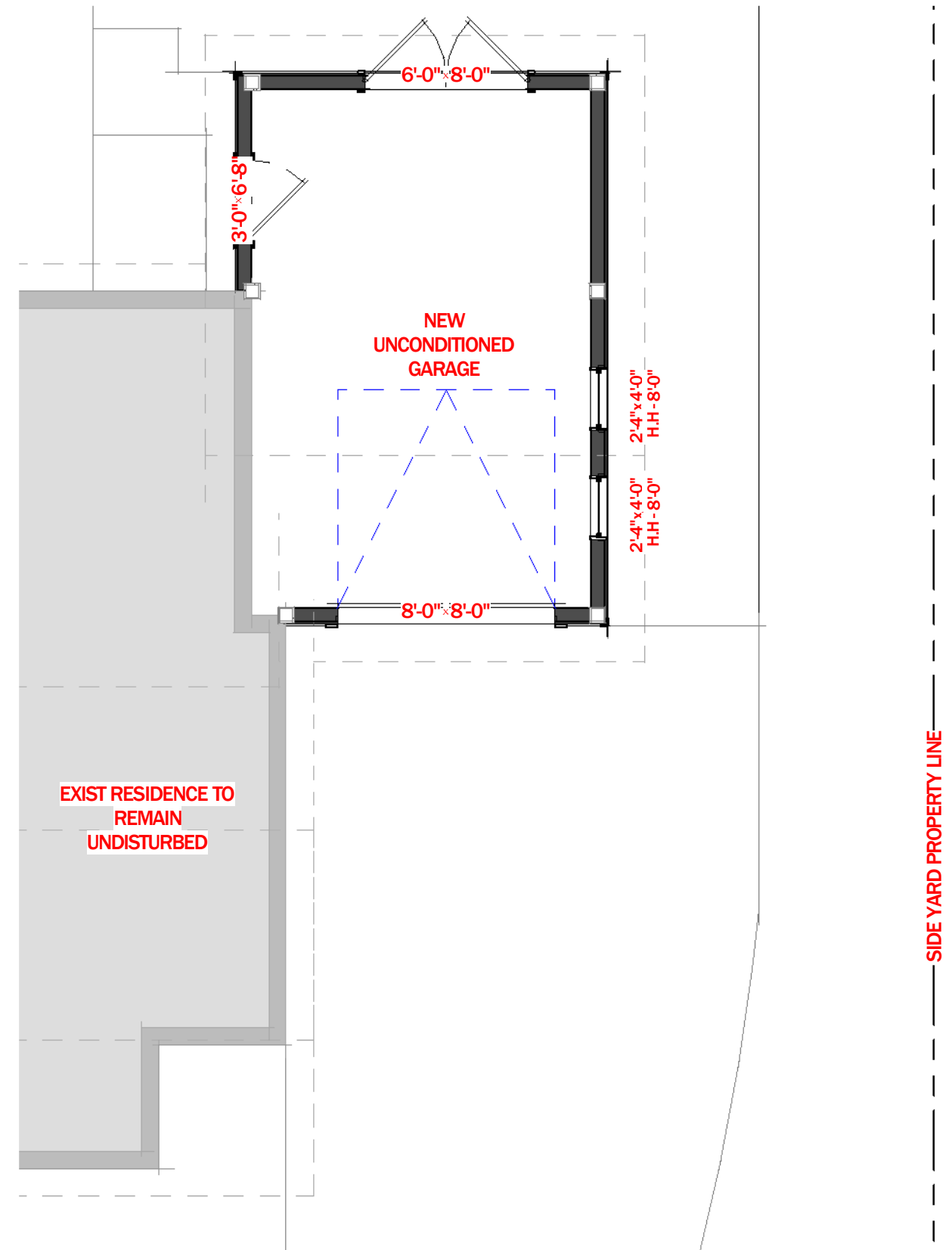
PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



EXISTING - 1ST FLOOR PLAN

SCALE: 3/16" = 1'-0"



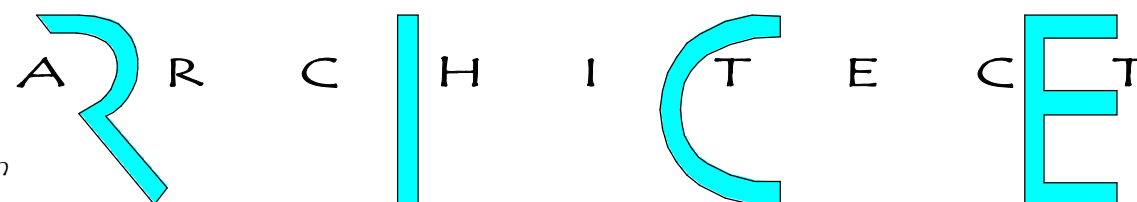
PROPOSED - 1ST FLOOR PLAN

SCALE: 3/16" = 1'-0"

HDC SUBMITTAL

ISSUE DATE: 02/02/2023

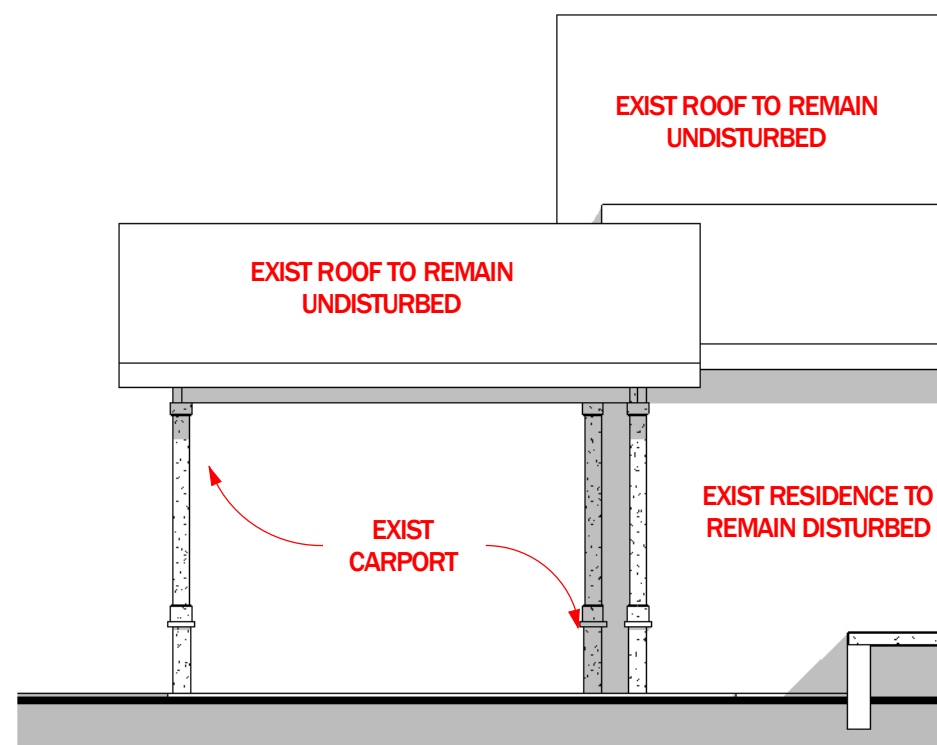
PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com



315 SOUTH 7TH STREET FERNANDINA BEACH, FL 32034

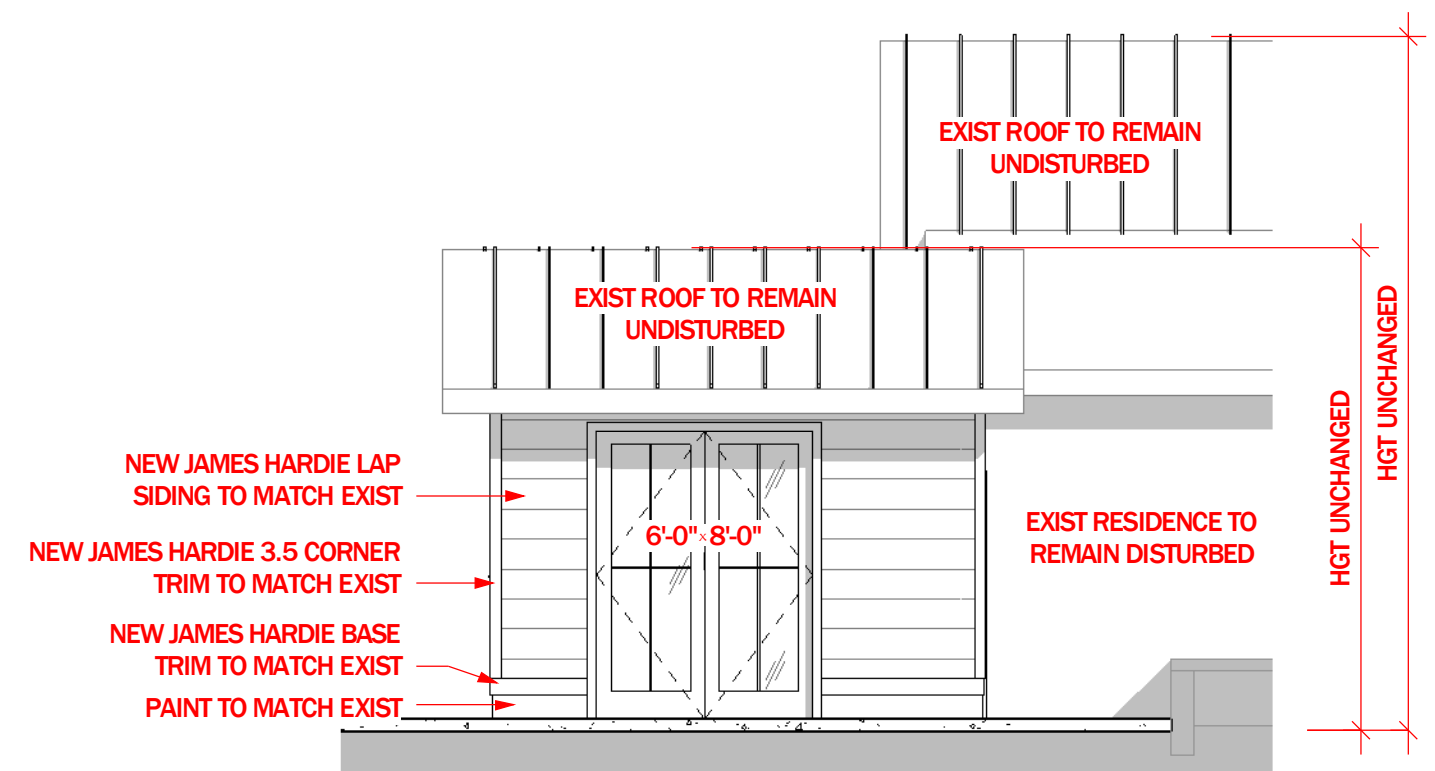
B2.1

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



EXIST - WEST ELEVATION

SCALE: 3/16" = 1'-0"



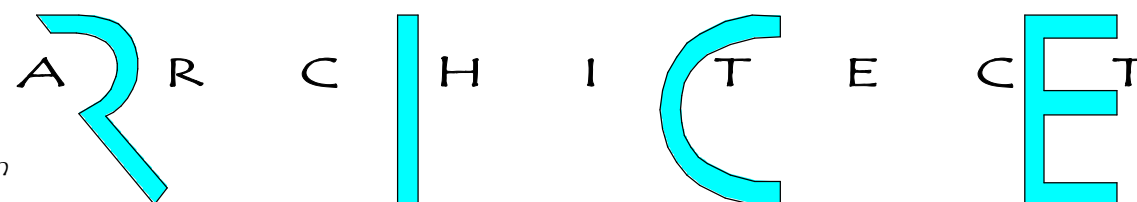
PROPOSED - WEST ELEVATION

SCALE: 3/16" = 1'-0"

HDC SUBMITTAL

ISSUE DATE: 02/02/2023

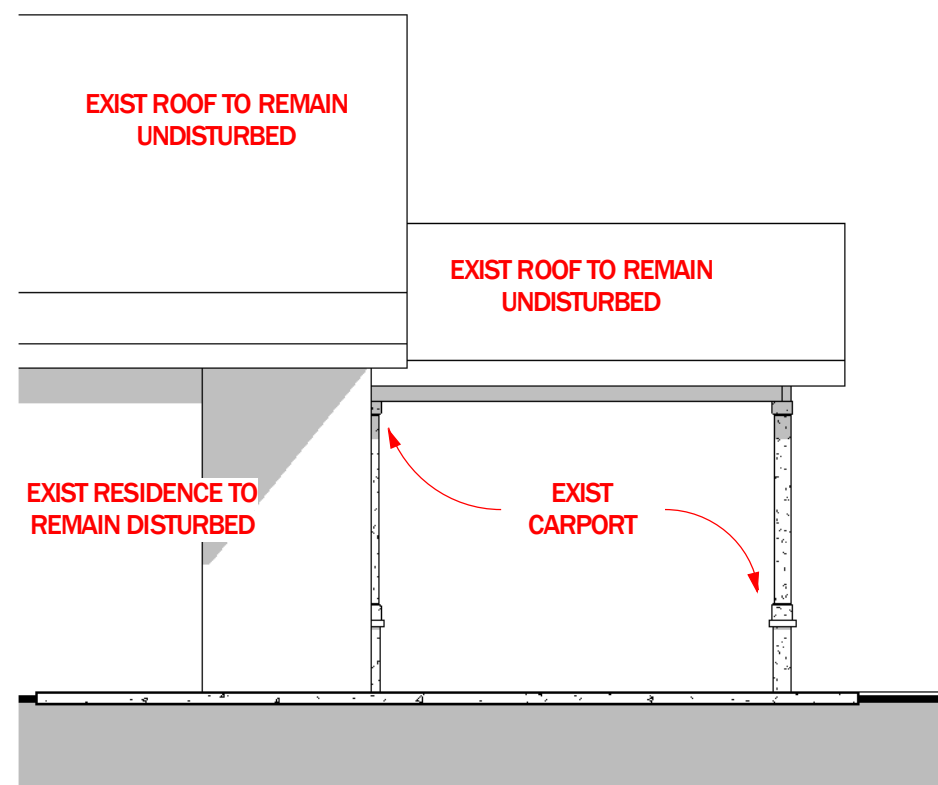
PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com



315 SOUTH 7TH STREET FERNANDINA BEACH, FL 32034

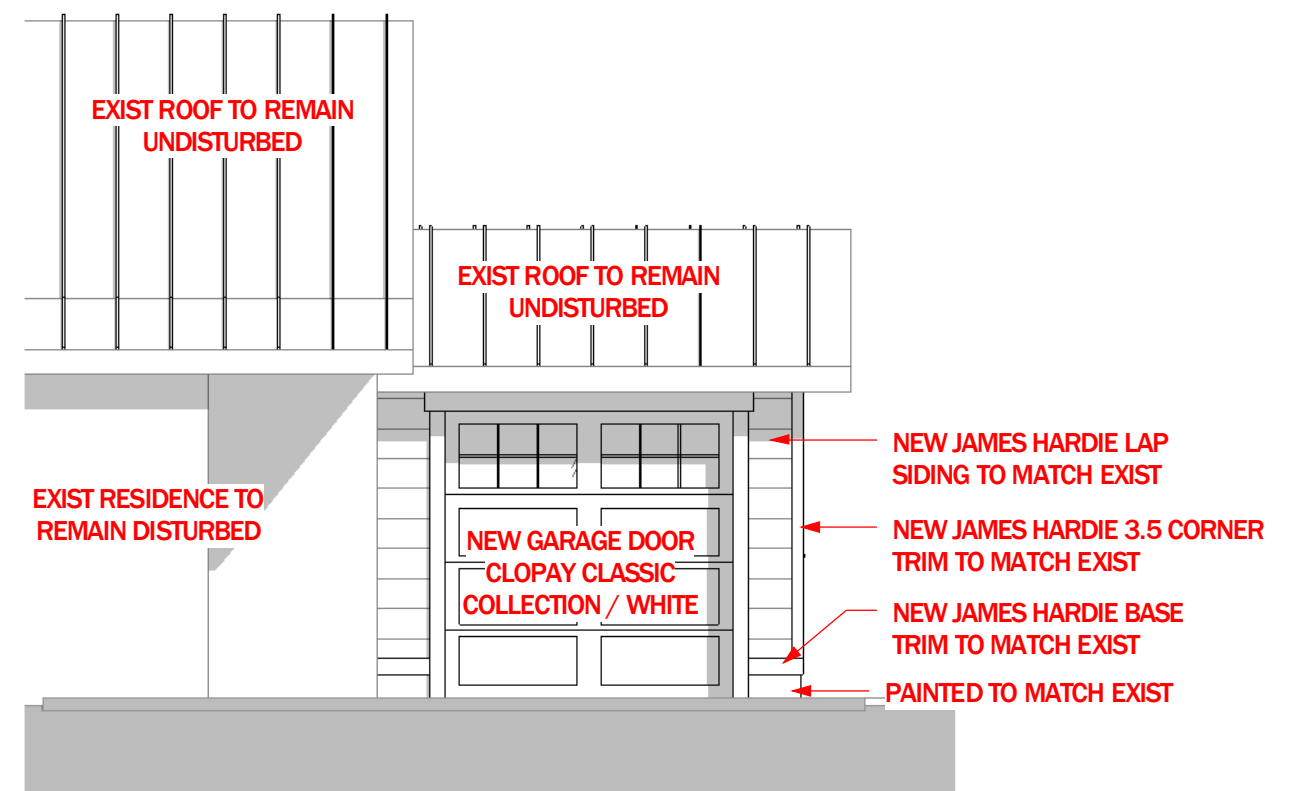
B3.0

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



EXIST - EAST ELEVATION

SCALE: 3/16" = 1'-0"



PROPOSED - EAST ELEVATION

SCALE: 3/16" = 1'-0"

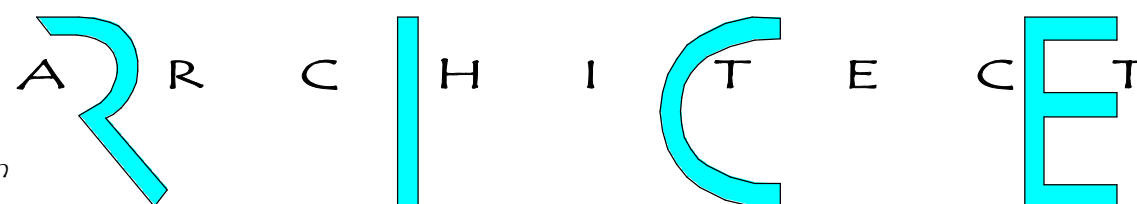
HDC SUBMITTAL

ISSUE DATE: 02/02/2023

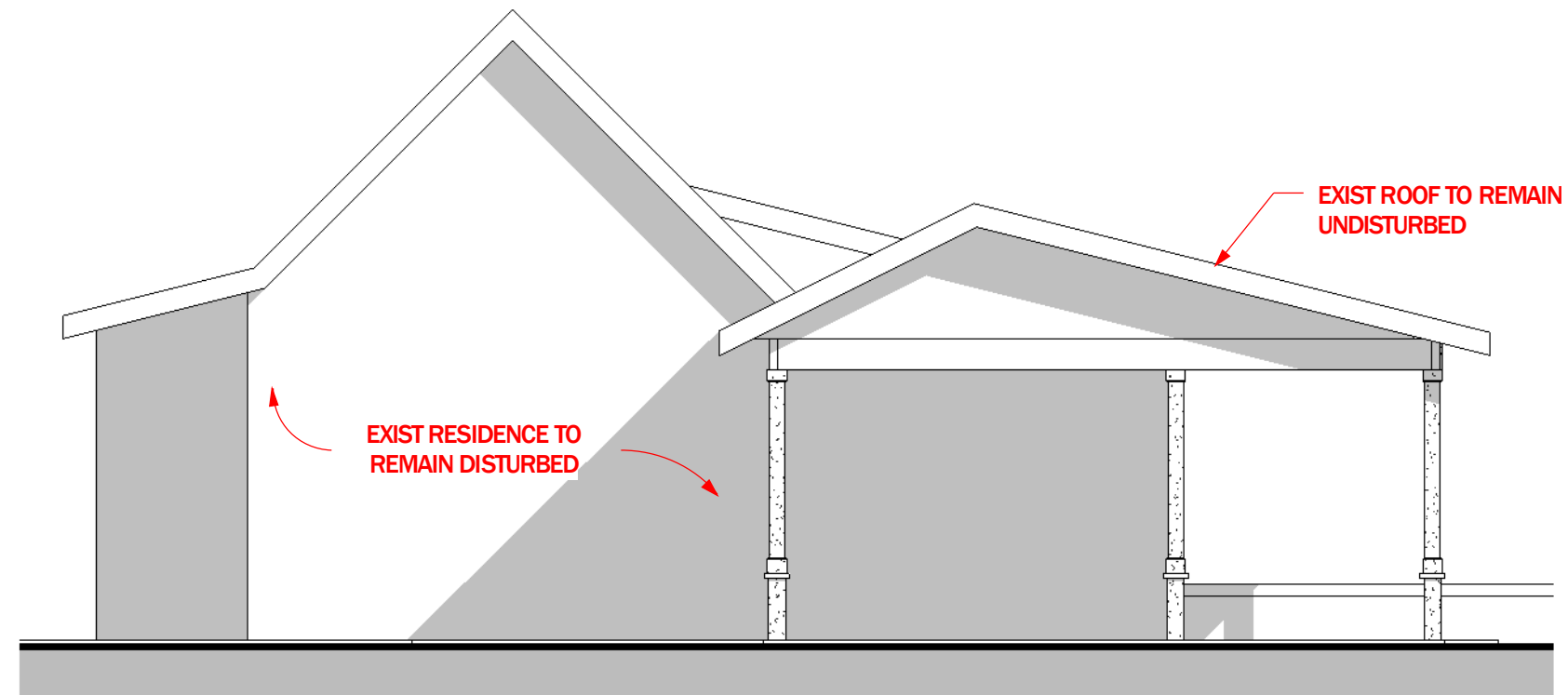
315 SOUTH 7TH STREET FERNANDINA BEACH, FL 32034

B3.1

PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

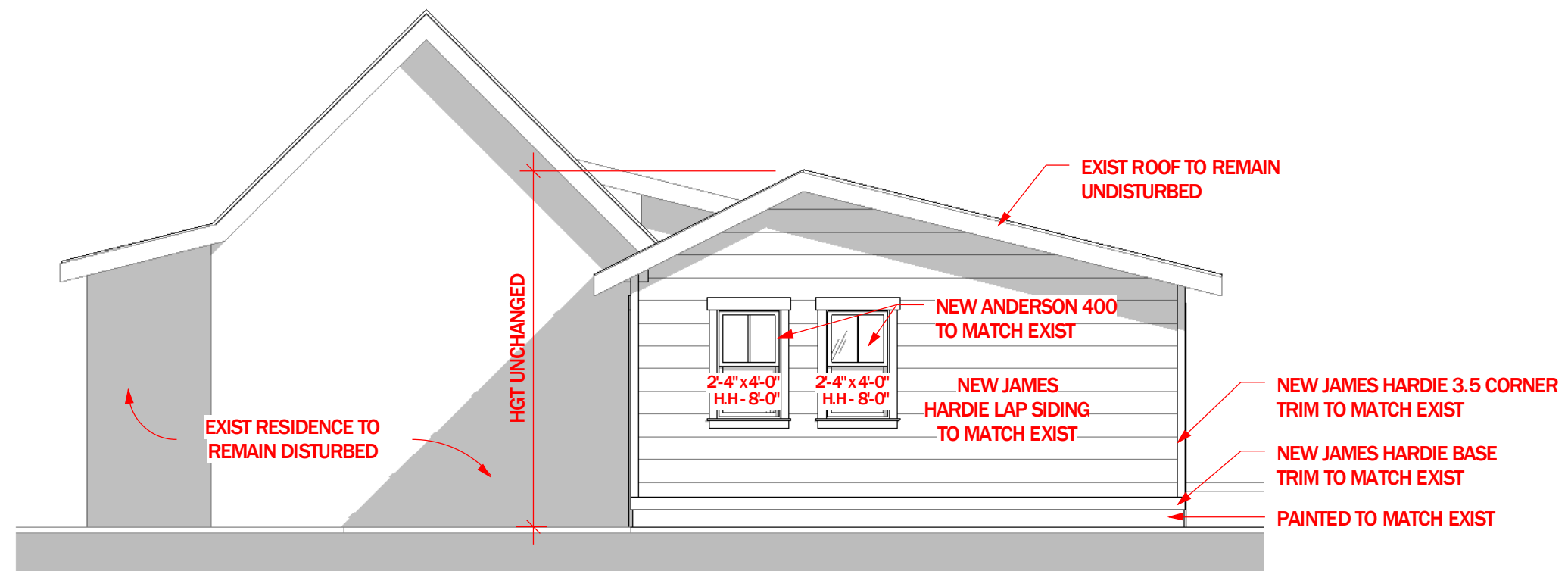


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EXIST - NORTH ELEVATION

SCALE: 3/16" = 1'-0"

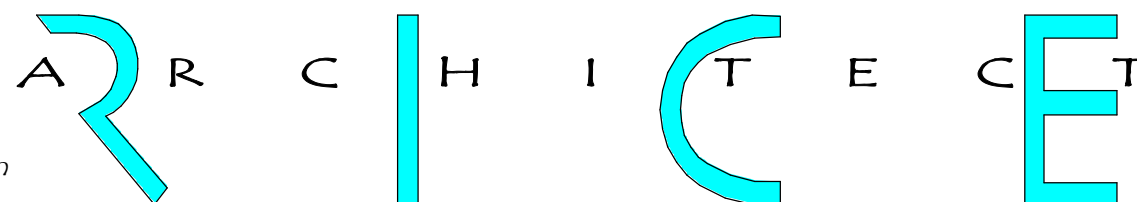


PROPOSED - NORTH ELEVATION

SCALE: 3/16" = 1'-0"

HDC SUBMITTAL

ISSUE DATE: 02/02/2023



315 SOUTH 7TH STREET FERNANDINA BEACH, FL 32034

B3.2

PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



EXIST - EAST ELEVATION

HDC SUBMITTAL

ISSUE DATE: 02/02/2023

315 SOUTH 7TH STREET FERNANDINA BEACH, FL 32034

B3.3

PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

RICE ARCHITECT

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



EXIST - NORTH ELEVATION

HDC SUBMITTAL

ISSUE DATE: 02/02/2023

315 SOUTH 7TH STREET FERNANDINA BEACH, FL 32034

B3.5

PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

A R C H I T E C T

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



EXIST - WEST ELEVATION

HDC SUBMITTAL

ISSUE DATE: 02/02/2023

315 SOUTH 7TH STREET FERNANDINA BEACH, FL 32034

B3.6

PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

A R C H I T E C T

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



NEW GARAGE DOOR
CLOPAY CLASSIC COLLECTION / WHITE

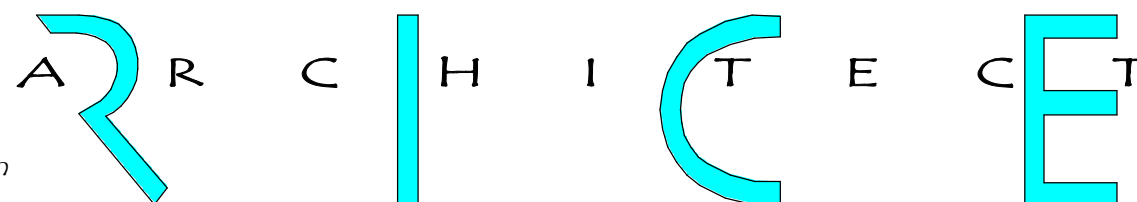


ANDERSON 400

HDC SUBMITTAL

ISSUE DATE: 02/02/2023

PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com



315 SOUTH 7TH STREET FERNANDINA BEACH, FL 32034

B3.7

961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



HISTORICAL STRUCTURE FORM

Electronic Version 1.1.0

Site #8 **NA00470**

Recorder # **317**

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) **315 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
315	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 **1.5**

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)

>>

Clapboard

Other Exterior Fabric(s)

Roof Type(s)

>>

Gable

Other Roof Type(s)

Roof Material(s)

>>

Sheet metal:3V crimp

Other Roof Material(s)

Roof Secondary Structure(s) (dormers etc)

>>

Gable extension

Other Roof Secondary Structure(s)

Number of Chimneys **2**

Chimney Material **Brick**

Other Chimney Material(s)

Chimney Location(s) **west slope**

HISTORICAL STRUCTURE FORM

8NA00470

DESCRIPTION (continued)

Window Descriptions 2/2, 6/6

Main Entrance Description (stylistic details)

Porches: #open 1 #closed _____ #incised _____ Location(s) east

Porch Roof Types(s) hip

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 1870

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; 1870;

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

8NA00470

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, Myles

Recorder Address / Phone 7035 Phillips HWY Ste. 5-129 Jacksonville, FL 904-448-4429

Recorder Affiliation Bland & Associates, Inc Other Affiliation _____

Is a Text-Only Supplement File Attached (Surveyor Only)? NO

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

Cultural Resource Type: SS

Electronic Form Used: S110

Form Type Code: NORM

Form Quality Ranking: NEW

Form Status Code: SCAT

Supplement Information Status: NO SUPPLEMENT

Supplement File Status: NO SUPPLEMENT FILE

FMSF Staffer: _____

Computer Entry Date: 6/5/2007

SHPO's Evaluation of Resource

_____ Date _____

Form Comments: _____

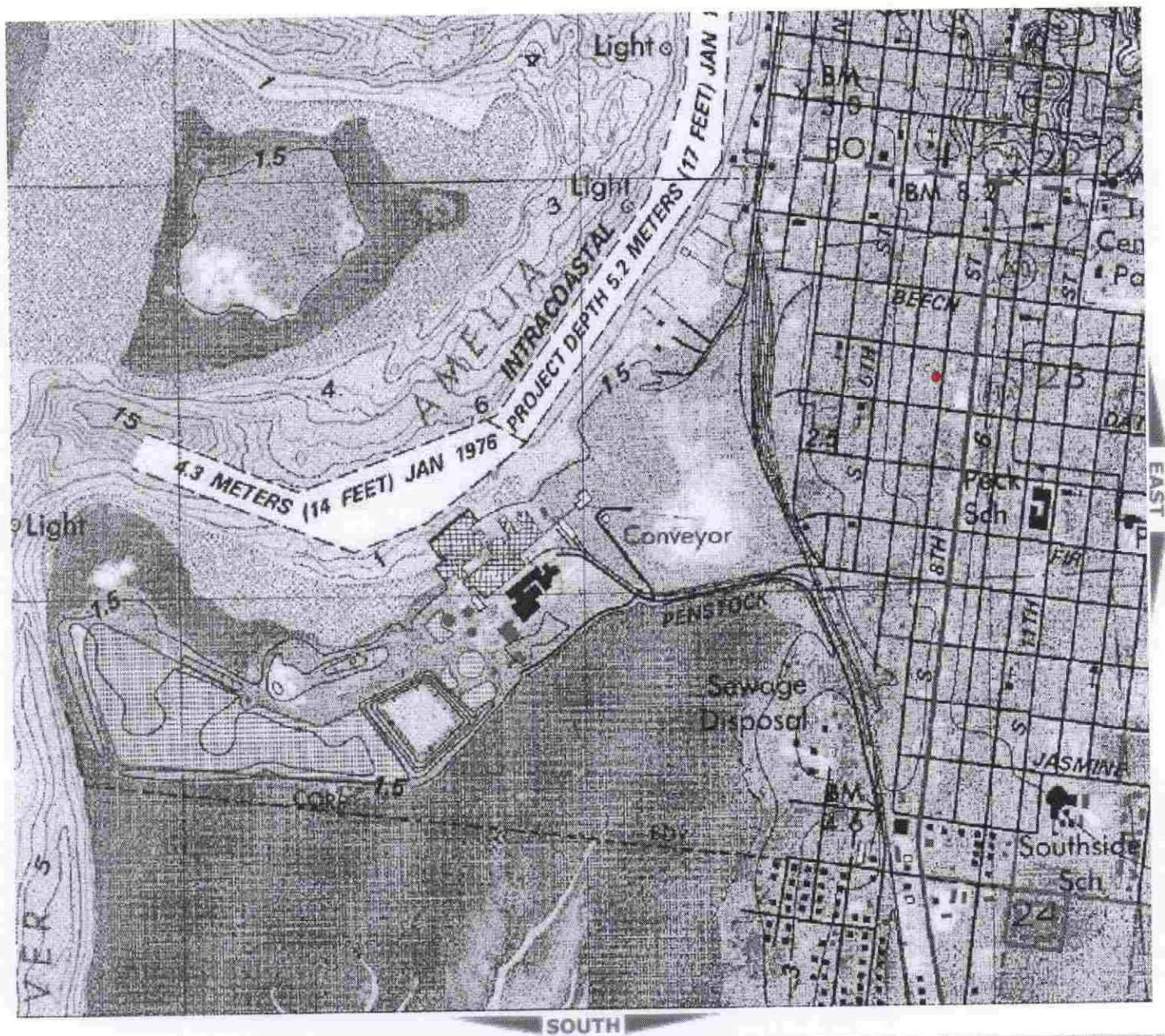
REQUIRED PAPER ATTACHMENTS

- (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"

NA00470-200703

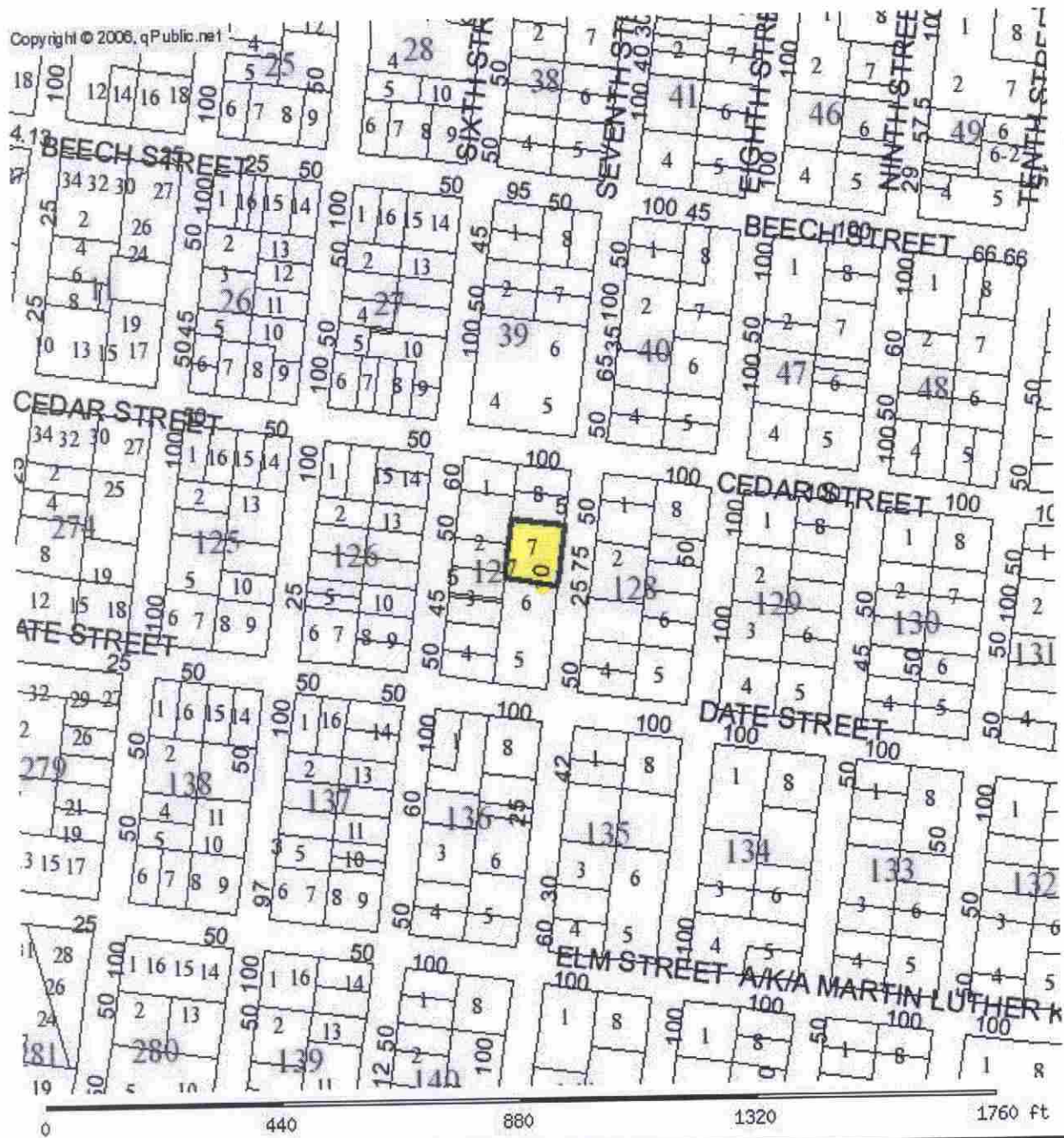
Supplementary Printout

- > **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:**
Clapboard
- > **Roof types:**
Gable
- > **Roof materials:**
Sheet metal:3V crimp
- > **Roof secondary structures (dormers etc):**
Gable extension
- > **Change status/year changed/date noted/nature:**
- > **Original, intermediate, present uses/year started/year ended:**
Private residence;1870;
- > **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)]:**



NA470

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PARCEL INFORMATION TABLE	
Selected Parcel	00-00-31-1800-0127-0070
GIS CALCULATED ACREAGE	0.24
Property Use	SINGLE FAM
Land Use	SFR
OWNERSHIP INFORMATION	
Name	BRADSTOCK-JONES DIANE M &
Mailing Address	STRAIT BURTON A III (W&H) 315 SOUTH 7TH ST; FERNANDINA BEACH, FL 32034
Situs/Physical Address	315 SOUTH 7TH ST
2006 PROPOSED VALUES	
Land Value	157,500

FLORIDA MASTER SITE FILE
Site inventory Form

SITE NO. *B NA 470*

SITE NAME: 315 S. 7th St.
ADDRESS OF SITE: 315 S. 7th St.
INSTRUCTION FOR LOCATING: N/A

SURVEY DATE: 09/30/85

LOCATION: City of Fernandina Beach 127 7
Subdivision Name Block No. Lot No.

COUNTY: Nassau

DISTRICT NAME IF APPLICABLE: Fernandina Beach Historic

OWNER OF SITE: NAME: Waas, Willette H.

ADDRESS: 315 S. 7th St.

ADDRESS: Fernandina Beach, FL 32034

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

ORIGINAL USE pvt.residence

x GOOD

UNALTERED

PRESENT USE pvt.residence

FAIR

x ORIGINAL SITE

DATES c.+ 1903

DETERIORATED

RESTORED: / /

CULTURE/PHASE American

MOVED: / /

PERIOD: 20th Century

NR CLASSIFICATION CATEGORY: building

DATE LISTED ON NR: / /

THREATS TO SITE: Check one or more

ZONING

TRANSPORTATION

DEVELOPMENT

FILL

DETERIORATION

DREDGE

BORROWING

OTHER (See Remarks Below)

AREAS OF SIGNIFICANCE: architecture

SIGNIFICANCE

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

See Continuation Sheet

RECORD NUMBER 196

ARCHITECT:

BUILDER:

STYLE AND/OR PERIOD: frame vernacular

PLAN TYPE: rectangular

EXTERIOR FABRIC(S): asbestos: shingles

STRUCTURAL SYSTEM(S): wood frame: balloon

PORCHES: E/1-story entrance, 3-bay, access E, 2nd bay; hip
roof; tapering columns on brick piers; simple frieze-work
ORIENTATION: E

FOUNDATION: piers: brick

ROOF TYPE: gable

SECONDARY ROOF STRUCTURE(S): dormer: shed

CHIMNEY LOCATION: N: offset: rear slope

WINDOW TYPE: DHS, 2/2, wood #
DHS, 6/6, paired
CHIMNEY: brick

ROOF SURFACING: metal, sheet: pressed

ORNAMENT EXTERIOR: wood

NO. OF CHIMNEYS 2

NO. OF STORIES 1.5

NO. OF DORMERS: 2

OUTBUILDINGS:

SURROUNDINGS:

SITE SIZE (approx. acreage) LT1

TOWNSHIP	RANGE	SECTION
3N	28E	22

UTM ZONE	UTM EASTING	UTM NORTHING
----------	-------------	--------------

PHOTOGRAPHIC RECORDS NUMBERS:

CONTINUATION SHEET:

315 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. 1903, it is a one-and-a-half-story frame vernacular residential building. It is noteworthy for its shed roof dormers and flanking chimneys. It has been significantly altered by a single-story frame addition to the south side and by use of asbestos shingle siding.

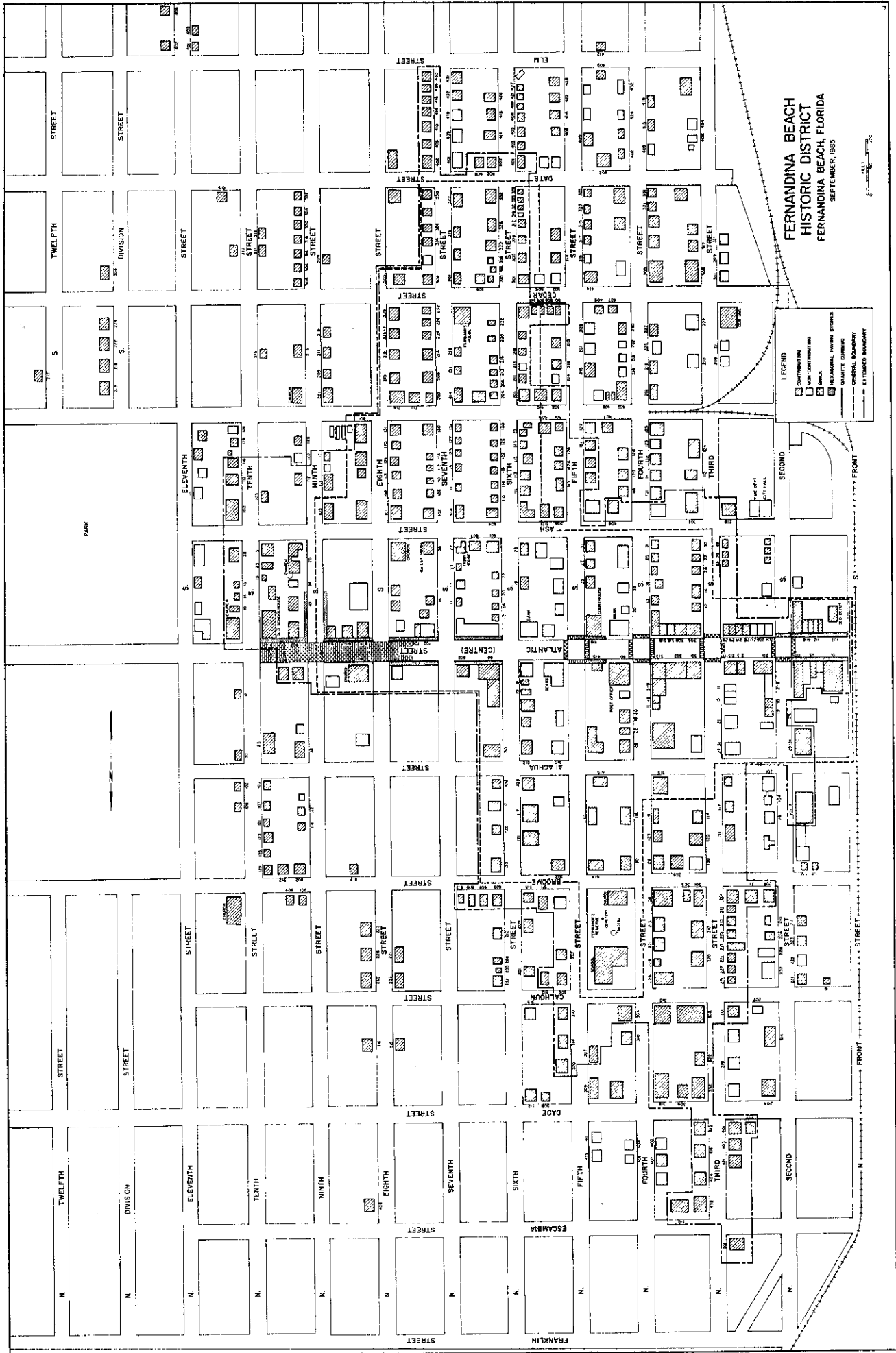
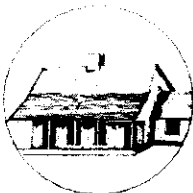


Figure 24

☐ Original
☒ Update



HISTORICAL STRUCTURE FORM

FLORIDA MASTER SITE FILE

Version 4.0 1/07

Site # **NA00470**
 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) 315 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: 315 S 7th Street Type Street Suffix Direction _____
 Cross Streets (nearest / between) _____
 USGS 7.5 Map Name FERNANDINA BEACH USGS Date _____ Plat or Other Map _____
 City / Town (within 3 miles) Fernandina Beach In City Limits? ☒ yes ☐ no ☐ unknown County Nassau
 Township 3N Range 28E Section 23 1/4 section: ☐ NW ☐ SW ☐ SE ☐ NE Irregular-name: _____
 Tax Parcel # 00-00-31-1800-0127-0070 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: 1870 ☒ approximately ☐ year listed or earlier ☐ year listed or later
 Original Use Private Residence (House/Cottage/Cabin) From (year): 1870 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 Additions
 Additions: ☒ yes ☐ no ☐ unknown Date: _____ Nature N & W elevations
 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 Federal (Adamesque) Exterior Plan Irregular Number of Stories 1.5
 Exterior Fabric(s) 1. Weatherboard 2. _____ 3. _____
 Roof Type(s) 1. Gable 2. _____ 3. _____
 Roof Material(s) 1. Sheet metal:3V crimp 2. _____ 3. _____
 Roof secondary strucs. (dormers etc.) 1. Shed dormer 2. _____
 Windows (types, materials, etc.) 2/2 DHS on main; 6/6 DHS on dormers

Distinguishing Architectural Features (exterior or interior ornaments) Spindle-work frieze; shed dormers; jigsaw brackets

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

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. _____
 KEEPER - Determined eligible: ☐ yes ☐ no Date _____
 NR Criteria for Evaluation: ☐ a ☐ b ☐ c ☐ d (see *National Register Bulletin* 15, p. 2)
☐ Owner Objection

DESCRIPTION (continued)

Chimney: No. 2 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) 5-bay front on original building; central wood door with fixed upper light and 2-light transom
 Porch Descriptions (types, locations, roof types, etc.) Partial width; hipped roof; spindle-work frieze and jigsaw brackets;

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

Narrative Description of Resource Queen Anne elements on porch, but exhibits mostly frame vernacular essence; prominent shed dormers. Significantly altered with north side wing addition; large additions also to rear (west elev).

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.











CERTIFICATE OF APPROVAL (COA) HDCSA2023-0249 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 01/27/2023
Work Class: HDC Staff Review	District: Default	Exp Date: 02/27/2023
Status: Approved	Square Feet: 0.00	Completed: 02/07/2023
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to replaced metal roof, in kind, with "Classic Rib" metal roofing (Colonial Red).		Expire Date: 02/07/2024

Parcel: 00-00-31-1800-0032-0010 Main	Address: 505 Broome St Fernandina Beach, FL 32034 Main	Zone: R-2(Medium Density Residential)
---	--	--

Applicant Coastal Roofing Systems of Amelia, LLC. PO Box 1509 Fernandina Beach, FL 32035 Business: 9042612233 Mobile: 904-759-4060	Owner St Michael Catholic Church 505 Broome ST Fernandina Beach, FL 32034 Business: 9042613472	Owner Diocese of St. Augustine c/o Catholic Center 11625 Old St. Augustine RD Jacksonville, FL 32258 Mobile: 2702108812
---	---	---

Note	Created By	Date and Time Created
1. Coastal Roofing System is the contractor - I emailed Jarrod Killen for them to pay for the invoice	Sylvie McCann	02/01/2023

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00025356	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00025356		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2023-0250 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 01/30/2023
Work Class: HDC Staff Review	District: Default	Exp Date: 03/01/2023
Status: Approved	Square Feet: 0.00	Completed: 02/01/2023
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to demolish non-contributing shed, ramp and covered porch at rear of property, and remove all debris.		Expire Date: 02/01/2024

Parcel: 00-00-31-1800-0042-0011 Main	Address: 708 Centre St Fernandina Beach, FL 32034 Main	Zone: C-3(Central Business District)
---	--	---

Applicant	Owner
Parker Contracting Inc.	Jay Properties of Amelia LLC
2619 Midway RD	P.O. Box 15848
Fernandina Beach, FL 32034	Fernandina Beach, FL 32035
Business: 9046247955	
Mobile: 9043222900	

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00025363	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00025363		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2023-0252 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 02/09/2023
Work Class: HDC Staff Review	District: Default	Exp Date: 03/13/2023
Status: Approved	Square Feet: 0.00	Completed: 02/13/2023
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to remove and replace TPO white roof system, in kind (Johns Manville TPO white roof system).		Expire Date: 02/13/2024

Parcel: 00-00-31-1800-0014-0270 Main	Address: 317 Centre St Fernandina Beach, FL 32034 Main	Zone: C-3(Central Business District)
---	--	---

Owner Georgianne Grubner Mobile: 904-277-0665	Applicant Liza Allen 1645 Jessie ST Jacksonville, FL 32206	Contractor Liza Allen 1645 Jessie ST Jacksonville, FL 32206
--	--	---

Note	Created By	Date and Time Created
1. Waiting on Owner's Auth form signed by owner	Sylvie McCann	02/09/2023

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00025495	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00025495		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2023-0253 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 02/13/2023
Work Class: HDC Staff Review	District: Default	Exp Date: 03/15/2023
Status: Approved	Square Feet: 0.00	Completed: 02/16/2023
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to re-roof with GAF Timberline architectural shingles (weathered wood blend).		Expire Date: 02/16/2024

Parcel: 00-00-31-1800-0128-0041 Main	Address: 326 S 7Th St Fernandina Beach, FL 32034 Main	Zone: R-2(Medium Density Residential)
---	---	--

Applicant	Owner
Lynne C Anderson	Lynne C Anderson
326 S S 7th Street	326 S S 7th Street
Fernandina Beach, FL 32034	Fernandina Beach, FL 32034
Home: 904-321-1614	Home: 904-321-1614
Mobile: 904-556-5987	Mobile: 904-556-5987

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00025532	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00025532		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2023-0256 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 02/13/2023
Work Class: HDC Staff Review	District: Default	Exp Date: 03/15/2023
Status: Approved	Square Feet: 0.00	Completed: 02/16/2023
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to re-roof with Owens Corning asphalt shingles (Shakewood) and First Coast Metals 5-V crimp metal roofing (copper penny).		Expire Date: 02/16/2024

Parcel: 00-00-31-1800-0128-0080 Main	Address: 303 S 8Th St Fernandina Beach, FL 32034 Main	Zone: C-3(Central Business District)
---	---	---

Contractor Charlie DeBerry 96041 Nassau Pl Yulee, FL 32097 Business: 9046240225 Mobile: 9045746422	Contractor Charles Deberry	Owner ISOLA VENTURES LLC 18 Salt Marsh DR Fernandina Beach, FL 32034 Home: 904-321-1124
--	--------------------------------------	--

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00025542	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00025542		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2023-0257 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 02/13/2023
Work Class: HDC Staff Review	District: Default	Exp Date: 03/15/2023
Status: Approved	Square Feet: 0.00	Completed: 02/16/2023
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to install hanging wall sign and sandwich board sign		Expire Date: 02/16/2024

Parcel: 00-00-31-1800-0042-0011 Main	Address: 708 Centre St Fernandina Beach, FL 32034 Main	Zone: C-3(Central Business District)
---	--	---

Agent Sharon Palmer 1410 E OAK ST FERNANDINA BEACH, FL 32034 Business: 9042610340	Owner Jay Properties of Amelia LLC P.O. Box 15848 Fernandina Beach, FL 32035
--	---

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00025543	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00025543		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00



CERTIFICATE OF APPROVAL (COA) HDCSA2023-0258 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Staff Review	Project:	App Date: 02/14/2023
Work Class: HDC Staff Review	District: Default	Exp Date: 03/16/2023
Status: Approved	Square Feet: 0.00	Completed: 02/16/2023
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to remove chain link fence, move and replace existing aluminum fence.		Expire Date: 02/16/2024

Parcel: 00-00-31-1580-0004-0090 Main	Address: 212 Estrada St Main Fernandina Beach, FL 32034	Zone: OT-1(Old Town 1)
---	---	-------------------------------

Applicant CHERYL HALL 212 ESTRADA ST FERNANDINA BEACH, FL 32034 Mobile: 919-423-3739	Owner CHERYL HALL 212 ESTRADA ST FERNANDINA BEACH, FL 32034 Mobile: 919-423-3739
--	--

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00025568	COA - Staff Residential Fee	\$25.00	\$25.00
Total for Invoice INV-00025568		\$25.00	\$25.00
Grand Total for Plan		\$25.00	\$25.00

NAPC's Webinar Series Presents:

Preservation Planning: Developing Your Vision, Goals, and Priorities

MARCH 23, 2023 1 - 2:30 PM EASTERN TIME
1.5 AIA/AICP

A successful preservation plan is not just a product, it's a process. Developing a plan includes assessing your program, creating a vision, establishing priorities, and implementing an action plan. Outreach is also essential since a relevant, meaningful, and achievable plan requires input from your community. This webinar will begin with a review of the key components of a preservation plan and the process to complete one. Next, planners and a consultant from Austin, TX; Chicago, IL; Madison, WI; Plano, TX; and Wake Forest, NC will share their experiences with preservation planning from getting started to implementation, including advice for creating inclusive, community-oriented plans.



PRESENTERS

Heather Bailey
City of Madison, WI

Cara Berton
City of Austin, TX

Abigail Christman
City and County of Denver, CO

Nicholas P. Kalogeresis
The Lakota Group

Michelle Michael
City of Wake Forest,
NC

Bhavesh Mittal
City of Plano, TX



This webinar is free for NAPC members and open to the general public for a \$15 admission fee.