



**AGENDA
BOARD OF ADJUSTMENT
REGULAR MEETING
MAY 21, 2025
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 December 18, 2025.
- 4. OLD BUSINESS**
- 5. NEW BUSINESS**
 - 5.1 **BOA2025-0001 - STEPHANIE LAGOS, MCG HOMES, AGENT FOR SAMUEL ALEXANDER, 323 S. 5TH STREET**
Variance request from LDC Section 10.01.02 Expansion or Modification of Nonconforming Uses or Structures, to reduce front setback. (*Quasi-Judicial*).
- 6. BOARD BUSINESS**
- 7. STAFF REPORT**
- 8. PUBLIC COMMENT**
- 9. ADJOURNMENT**

NEXT BOA REGULAR MEETING IS SCHEDULED FOR JUNE 18, 2025

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 (904) 310-3115 or through the Florida Relay Services at 711 at least 24 hours in advance to request such accommodations.

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
BOARD OF ADJUSTMENT
REGULAR MEETING
DECEMBER 18, 2024
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

1. CALL TO ORDER 5:02 PM

ROLL CALL/ DETERMINATION OF QUORUM

MEMBERS PRESENT

Steven Papke (Chair)	Barry Hertslet
Kelly Powers	Margaret Davis
Len Kreger	Taina Christner (Alt 1)

MEMBERS ABSENT

OTHERS PRESENT

Kelly Gibson, Planning and Conservation Director
Margaret Pearson, Senior Planner
Nikki Day, Attorney (Remote attendance – representing the Board)
Tammi Bach, City Attorney (Representing Staff)
Morgan Ohlendorf, Recording Secretary

2. PLEDGE OF ALLEGIANCE

Nikki Day, outside counsel, representing the Board, attending the meeting remotely, explained both her role in representing the Board and the role of Mrs. Tammi Bach who would be representing Staff. She then explained the Quasi-Judicial hearing procedures and appeal processes.

Per Member Davis' question, Mrs. Day confirmed that the entire Agenda Packet will be part of the record along with including Member Christner's Form 8B. This form will also be part of these Minutes. Member Davis also inquired about the current court order in place concerning some of the properties relating to the appeal case. Ms. Day clarified that this could be part of the discussion during the Quasi-Judicial hearing.

Chair Papke asked members to disclose any ex parte communications. Member Christner recused herself from case BOA 2024-0002. Member Davis disclosed that she received an email regarding the appeal and spoke to the Chair of the PAB. Chair Papke disclosed conversations with Staff and with the applicant about the case.

Ms. Ohlendorf administered the oath to those who wished to provide testimony.

3. APPROVAL OF MEETING MINUTES

3.1 Review and Approval of Minutes for the Regular Meeting of November 20, 2024.

Member Hertslet asked if the Minutes could be revised to remove the question and answers section.

Member Davis would like the phrase "by this change" to be changed to "by an expansion without this variance" and noted an

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additional grammar correction.

ACTION TAKEN: A motion was made by Member Davis, seconded by Member Hertslet, to approve the Minutes for the regular meeting of November 20, 2024, with the noted amendments.

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

4. OLD BUSINESS

There was no old business to discuss at this time.

5. NEW BUSINESS

5.1 BOA 2024-0002 -TAINA CHRISTNER

Administrative Appeal for Staff Determination of Completeness under LDC 11.03.01 of TRC 2024- 0005 (site plan review for mixed-use structure with condos and two triplex structures). (*Quasi-Judicial*).

Member Kreger asked if a supermajority was needed to approve this case. Mrs. Day clarified that a supermajority vote is needed for the Board to approve or modify this case, and all 5 votes to reverse.

Kelly Gibson, Director of Planning & Conservation, introduced herself and presented the Staff Analysis Report.

Chair Papke asked for clarification about elevation types, architectural vs civil.

Member Davis asked Mrs. Gibson for the location of the Floor Area Ratio (FAR) and density calculations within the documents provided and the Live Local Act required calculations of commercial vs residential.

Member Hertslet asked for clarification about the lack of a survey being included in the application. Mrs. Gibson clarified that a property survey was already on file with the City but was not required to be included in this packet.

Member Kreger asked about the compliance reports. Mrs. Gibson responded that this case is regarding completeness of the review, not compliance but that compliance was achieved.

Taina Christner, 406 Beech Street, applicant, presented her appeal case for TRC 2024-0005 and then expanded and opined on the following:

- Incomplete Documentation: property survey, legal lot combination documentation, school concurrency reservation letter, Live Local affidavit, impervious surface calculation, stormwater management plan, topography survey, and soil boring samples; emphasized
- that completeness is critical.
- Violation of Florida's Sunshine Law: opined that TRC is subject to the Sunshine Laws.
- Conflicts with LDC Section 1.03.05 regarding lot combination.

She summarized her findings by stating that there were procedural failures in the TRC Review which invalidates the Completeness Determination which requires a full resubmission and restart of the TRC process.

Tammi Bach, City Attorney, objected to Mrs. Christner's concerns about the Florida Sunshine Laws, stating that they were not relevant to the case being heard.

Chair Papke asked Mrs. Christner if she was an engineer or if she had any background in a similar field. Mrs. Christner answered in the negative, stating that she was previously a financial advisor. Then, for the record, he clarified that in not being an engineer she doesn't have the ability to assess engineer plans and decisions that are made by a licensed professional engineer.

Member Davis asked Mrs. Christner for the status of the circuit court appeal order.

Board Members discussed the specifications and definition of LDC Section 1.03.05 but were redirected by Mrs. Day to focus on asking questions to the applicant.

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Tammi Bach, City Attorney, asked Mrs. Christner if she had any legal training. Mrs. Christner answered in the negative. Mrs. Bach asked the Board to weigh in the evidence provided by experts, such as an attorney or planner, over the evidence and opinions of a layperson. She then stated that most of the testimony from Ms. Christner were arguments and opinions and that those given about completeness were way outside of the scope of this appeal. She also noted that this board is not the right jurisdiction to address any violations of the Sunshine Laws. She testified and submitted that the application was complete and is currently going through the process.

Chair Papke asked Mrs. Bach for more information about the TRC First Step meetings. Mrs. Bach provided additional information about TRC First Step and Formal TRC processes.

Mrs. Christner provided rebuttal comments regarding violations of the Florida Statutes and the Sunshine Law.

Public comment was opened.

Jack Ember, 1003 Broome Street, shared his support for the applicant's testimony regarding the Sunshine Law and the Florida Statutes.

Sandy Kerry, 1255 Forest Drive, supported the applicant's testimony that TRC 2024-0005 was incomplete when submitted. She also added that the applicant's legal counsel could not be present at this meeting because the original meeting date was changed.

Julie Ferrera, 501 Date Street, shared her thoughts about this being an incomplete application and emphasized the impact this project will have on the surrounding neighborhood.

Merry Coalson, 111 S. 4th Street, shared that she doesn't understand how the Board doesn't follow any precedent when making decisions.

Public comment was closed.

Board discussion was opened.

Member Davis expressed her concern about the soil tests that were submitted with the initial application.

Mrs. Day provided clarification on the difference between a determination of compliance and a determination of completeness with this application being the latter. She also clarified that 5 votes is required to reverse the administrative decision by Staff and 4 votes is required for a modification to the administrative approval decision by Staff.

Member Davis asked Mrs. Gibson for details about the creation of the triplex on this project and the process it would go through. Mrs. Gibson answered that it would follow the process of a minor subdivision.

Member Kreger inquired further about the Live Local Act and what is permissible under 1.03.05 and this being technically three separate projects. Mrs. Gibson answered that those issues are part of the compliance review.

Mrs. Gibson addressed additional concerns of the Board, including FAR, the property survey on file, the soil survey, and Live Local Act requirements. She then reminded the Board that they are voting on an appeal regarding application completeness.

In response to one of the appellants' concern, Chair Papke noted that the topography survey was included in the July 11, 2024 submitted packet by Gillette & Associates.

Member Davis agreed that the project should be presented in three separate projects as previously noted by Staff during a previous meeting.

Mrs. Day advised the Board how to proceed with proposing a motion.

ACTION TAKEN: A motion was made by Member Davis, seconded by Member Kreger, that the BOA moves that based on the plain reading of Fernandina Beach LDC Section 11.03.01(A)(2) that the determination of completeness in TRC case 2024-0005 was erroneous; AND that the Findings of Fact are that the documents not submitted with the application

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include a property survey performed no earlier than 2 years as required by LDC Section 11.01.03(A)(5), a Floor Area Ratio (FAR) calculation as required by LDC Section 11.01.04(A)(20)(g); therefore, the Board reverses the administrative action that is the subject of this BOA case 2024-0002.

Vote upon passage of the motion was taken by voice vote, as follows:

Member Hertslet	Nay
Member Davis	Aye
Member Powers	Nay
Member Kreger	Aye
Chair Papke	Nay

Motion failed.

ACTION TAKEN: A motion was made by Member Davis, seconded by Member Hertslet, that the BOA finds that based on the plain reading of Fernandina Beach LDC Section 11.03.01(A)(2) that the application of the code was correct, and the Board wholly affirms the administrative action that is the subject of this BOA case 2024-0002.

Vote upon passage of the motion was taken by voice vote, as follows:

Member Hertslet	Aye
Member Davis	Aye
Member Powers	Aye
Member Kreger	Nay
Chair Papke	Aye

Motion passed.

6. BOARD BUSINESS
7. STAFF REPORT
8. PUBLIC COMMENT

No members of the public wished to speak at this time.

9. ADJOURNMENT 7:36 PM

Morgan Ohlendorf, Recording Secretary

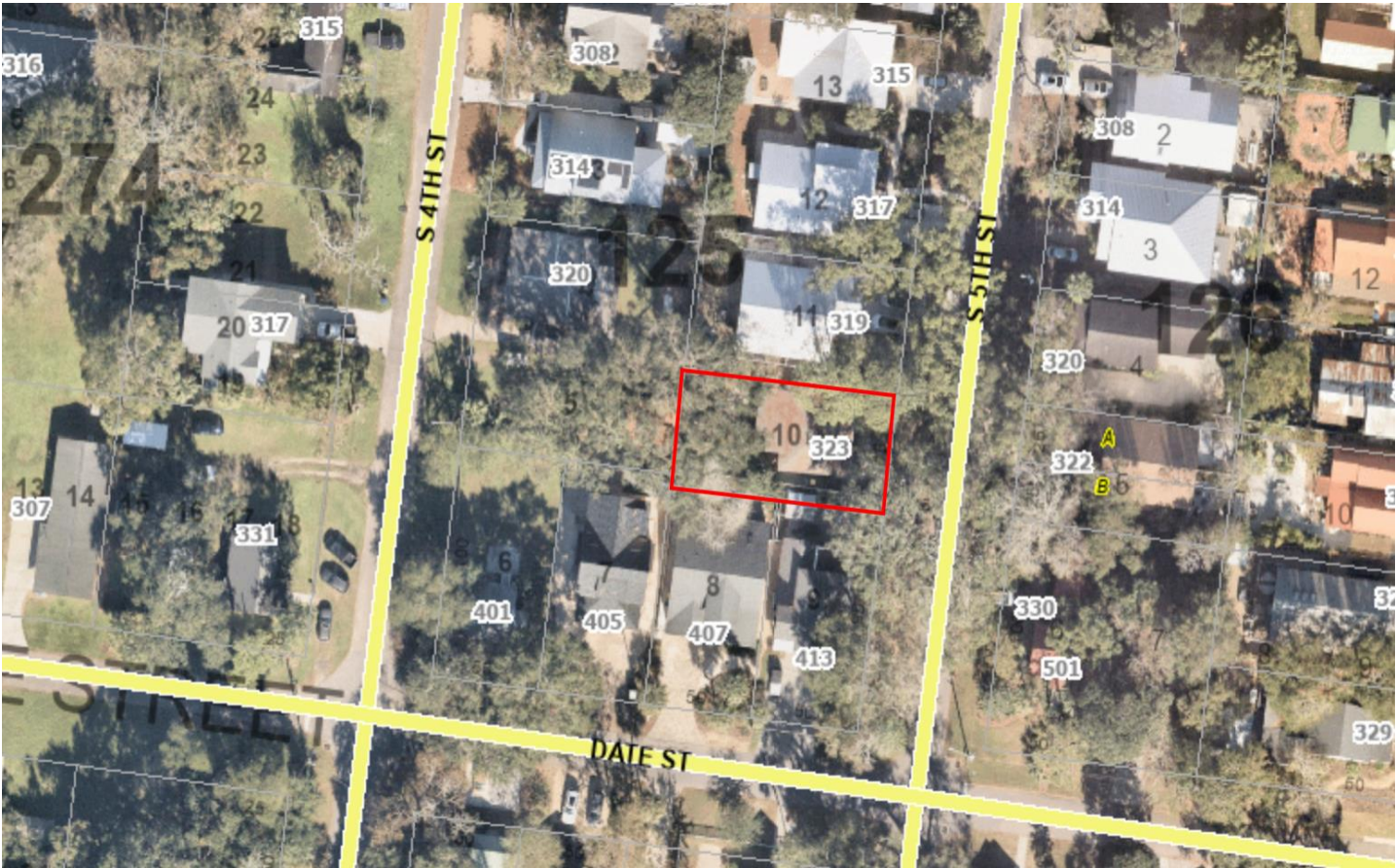
Steve Papke, Chair



BOARD OF ADJUSTMENT STAFF REPORT
BOA 2025-0001
May 21, 2025

Agent/Owner:	Samuel Alexander
Property Address:	323 S 5TH ST
Parcel Number:	00-00-31-1800-0125-0100
Requested action:	VARIANCE REQUESTS from LDC Section: 10.01.02 Expansion or Modification of Nonconforming Uses or Structures to replace the front steps with a building code compliant structure within the 25' front setback.
Current zoning:	R-2
FLUM land use category:	Medium Density Residential
Existing uses on the site:	Single-family Residence

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

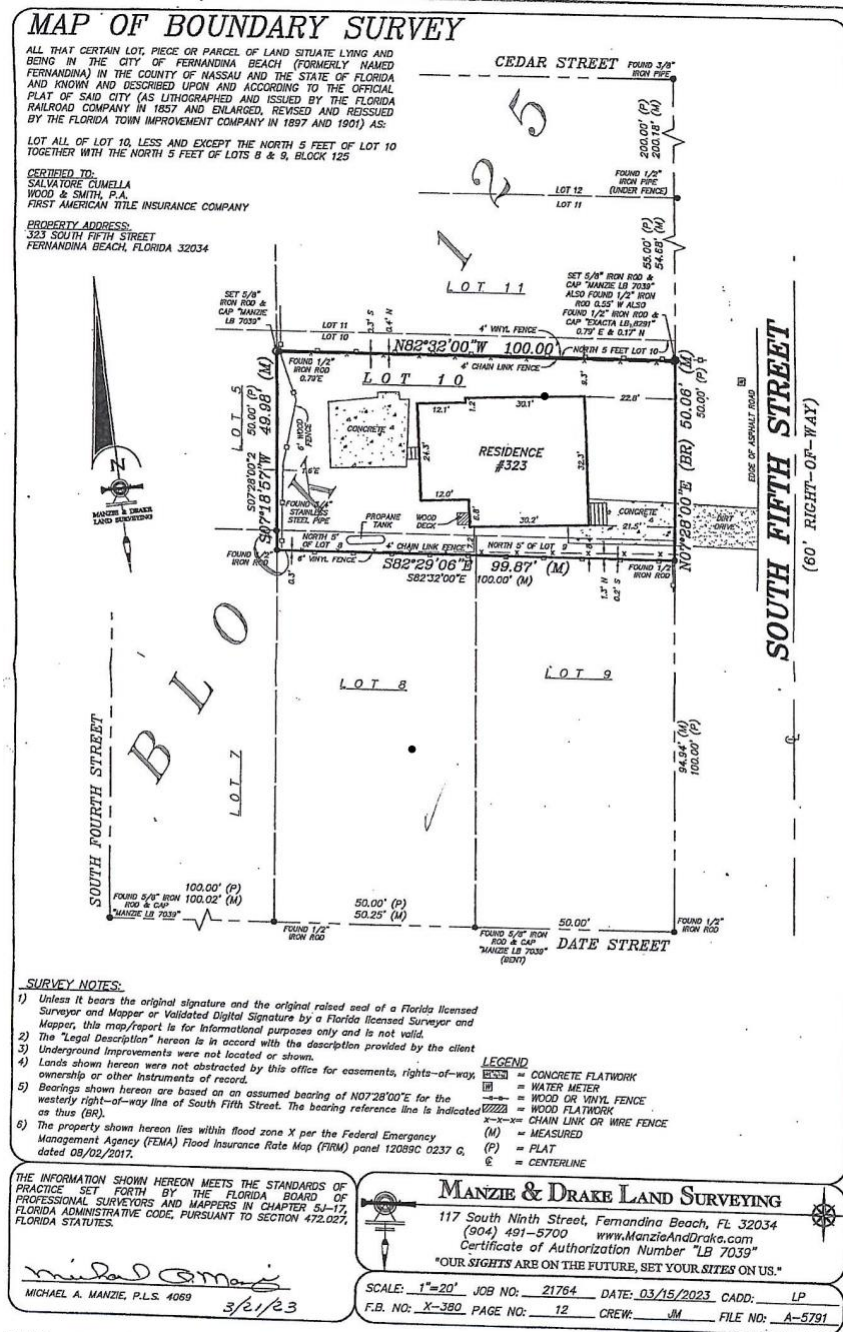


SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is requesting a variance from LDC Section: 10.01.02 Expansion or Modification of Nonconforming Uses or Structures to replace the front steps with a building code compliant structure within the 25' front setback.

The subject property contains a single-family dwelling that was constructed in 1971 and according to a current survey included in the application, the existing home is already encroaching into the 25' front yard setback by 3.5 feet and/or is located 21.5 feet from the front property line. Because the home was built prior to the adoption of the LDC it is recognized as a legal non-conformity and allowed to remain as it is, with no worsening of the encroachments, indefinitely. However, the applicant is requesting to install a building code compliant landing with new steps at the front exterior door, which is inconsistent with both the Comprehensive Plan and the LDC. The current steps are located 17.1' from the front property line. The new front steps would be located approximately 16.6' from the front property line.

EXHIBIT A: CURRENT SURVEY



[illegible]

The map displays two large lots, 125 and 126, which are the subject of the proposed rezoning. Lot 125 is located on the left side of the map, bounded by S 4th St to the west and S 5th St to the east. It contains several smaller lots, with lot 10 highlighted in red. Lot 126 is located on the right side of the map, bounded by S 5th St to the west and S 6th St to the east. The map shows various lot numbers, street names, and dimensions. A red box highlights lot 10 on the left side of the map.

APPLICABLE GUIDELINES:

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE:

Staff's review of this application finds it is not subject to any of the limitations of Section 10.02.01 and can therefore be considered by the Board.

CITY OF FERNANDINA BEACH COMPREHENSIVE PLAN:

The following Comprehensive Plan statements are applicable in this case:

- Policy 1.02.07 - The City shall implement the Fernandina Beach Comprehensive Plan in a manner that acknowledges private property rights.
- Policy 1.02.10 - The City shall protect privacy and access to light, air, and open space. The City shall consider regulations such as building placement on a site, building design, and building orientation as one means to achieve this policy.

ANALYSIS:

For an application for a variance to be approved or approved with conditions, the BOA shall make a positive finding regarding each of the following provisions:

Consistent with Criteria? All questions must be answered in the affirmative in order for staff to recommend approval of a variance. Negative answers must be addressed in the findings.

Criteria	Applicant Response	Staff Analysis	Meets Criteria
1. Special Conditions <i>Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district. Special conditions or circumstances do not result from actions of the applicant and are not based on a desire to reduce development costs.</i>	The house, built in 1971, already has a non-compliant front setback, but the addition of a landing is necessary for safety and accessibility. The current setup lacks a proper landing, which violates Florida Building Code 2023 (Section R311.3) and presents a hazard. To comply, we need a landing, which would encroach slightly into the setback. Given these circumstances, we seek approval to ensure safety while maintaining minimal impact on the surroundings.	Yes. Special conditions exist as they relate to the land, structure or building involved. While the existing home is classified as a nonconforming structure, LDC 10.01.02 allows the nonconforming structure to be expanded to secure the safety of the building. The proposed expansion would only authorize the replacement of the existing front entry steps with a landing and new steps for the purpose of providing safe entry into the home.	☒ Yes ☐ No
2. Special Privilege <i>Granting the variance does not confer upon the applicant a special privilege that is denied by the Land Development Code to other lands, structures, or buildings in the same zoning district.</i>	Correct-Granting the variance does not confer upon the applicant a special privilege that is denied by the LDC to others in the same zoning district. The proposed landing is intended to provide safer and more accessible entry and exit from the home. Existing homes in the area	Yes. Granting the variance does not confer upon the applicant a special privilege that is denied by the Land Development Code to other lands, structures, or buildings in the same zoning district. Any similarly situated property owner within this zoning district has the right to request relief	☒ Yes ☐ No

Criteria	Applicant Response	Staff Analysis	Meets Criteria
	already have a space considered a landing in front of their entrances, rather than an immediate step, making this request consistent with the established character of the neighborhood. This variance simply allows the homeowner to align with the purpose of the Land Development Code to support safety, accessibility, and reasonable use of residential properties.	from LDC Section 10.01.02(D) to secure the safety of the nonconforming building.	
3. Literal Interpretation <i>Literal interpretation of the provisions of the Land Development Code would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district.</i>	Correct-Literal interpretation of the provisions of the Land Development Code in this case would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district. The request for a landing is not an attempt to bypass the intent of the code, but rather to reasonably accommodate a basic and necessary feature that promotes safe and functional access to the home. Neighboring properties already include landings, and applying the code strictly—without allowing for this modest variance—would limit the applicant’s ability to enjoy a standard residential feature that is typical	Yes. Literal interpretation of the Land Development Code would deprive the applicant of rights enjoyed by other properties within this zoning district as it would not be possible to construct a safe entry into the front of the home that would meet the minimum building code requirements. In addition, other properties would allow an expansion of nonconforming structures when securing the safety of the building and the front entry steps can administratively be approved to encroach into the front yard up to forty-two (42) inches.	☒ Yes ☐ No
4. Minimum Variance <i>The variance requested is the minimum variance needed that will make possible the reasonable use of the land, structure, or building.</i>	Due to the existing front setback constraints, constructing this required landing will encroach into the setback by approximately 62” (8” more than existing steps). However, the requested variance is minimal and is necessary solely to meet the safety and accessibility requirements established by the Florida Building Code.	Yes. The variance requested is the minimum variance needed to construct a front landing and steps that would comply with standards from the Florida Building Code, which would make possible the reasonable use of the building by improving the safety of the front entry into the residence.	☒ Yes ☐ No
5. General Harmony <i>Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and Comprehensive Plan.</i>	Correct-Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and the Comprehensive Plan. The LDC serves to implement the City’s Comprehensive Plan by establishing regulations and standards that promote the orderly use of land while fostering public health, safety, comfort, and welfare. The proposed landing supports these goals by	Yes. Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and Comprehensive Plan. The LDC and Comp Plan both allow for legal non-conformities to exist and for routine maintenance and repairs of the structure to take place. LDC Section 10.01.02(D) provides for the expansion of nonconforming structures to secure the safety of the building and the request is the minimal one	☒ Yes ☐ No

Criteria	Applicant Response	Staff Analysis	Meets Criteria
	improving safe and accessible entry to the home—enhancing everyday usability for the homeowner. Additionally, the design is consistent with similar features commonly found in neighboring properties, maintaining compatibility with the character of the area. This variance poses no negative impact on the surrounding community	needed to comply with the minimal requirements of the Florida Building Code to provide a safe front entry to the residence.	
6. Public Interest <i>Granting the variance is compatible with surrounding properties, will not cause injury to the area involved, or otherwise be detrimental to the public health, safety, welfare or environment.</i>	The proposed landing will be designed to integrate seamlessly with the existing structure, minimizing any visual or spatial impact on neighboring properties.	Yes. Granting the variance will be compatible with the surrounding properties, will not cause injury to the area involved, or otherwise be detrimental to the public health, safety, welfare, or environment. The application adequately demonstrates that the granting of the requested variance would be compatible with surrounding properties.	☒ Yes ☐ No

Staff has reviewed the variance request and finds that the request would be a minor variance needed for the purpose of meeting required standards from the Florida Building Code in order to construct a safe front entry into the existing residence, and that the application adequately demonstrates that the proposed front entry could not be constructed without the requested variance, and that the front entry as proposed would be compatible with surrounding properties in the zoning district. Therefore, staff is recommending approval of the variance.

STAFF RECOMMENDATION:

The variance requested is consistent/inconsistent with the criteria for granting a variance as follows:

	Consistent	Inconsistent
1. Special Conditions	X	
2. Special Privilege	X	
3. Literal Interpretations	X	
4. Minimum Variance	X	
5. General Harmony	X	
6. Public Interest	X	

Staff finds that the requested action, as presented, **DOES** meet all six criteria for granting a variance, therefore staff must recommend **APPROVAL**.

Staff recommendations:

APPROVAL of BOA 2025-0001.

MOTION TO CONSIDER

I move to **approve or deny** BOA case number 2025-0001;

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

That BOA case 2025-0001, as presented, **is or is not** substantially compliant with the Comprehensive Plan and Land Development Code to warrant approval at this time;

AND that BOA case number 2025-0001 **meets or does not meet** the following criteria for granting a variance:

LIST OF EXHIBITS:

EXHIBIT A – CURRENT SURVEY

EXHIBIT B – PROPOSED SITE PLAN

EXHIBIT C – SURROUNDING AREA PARCELS ZONING

Respectfully Submitted,

Margaret Pearson

Margaret Pearson
Senior Planner

Board of Adjustment (BOA) - Submission #15889

Date Submitted: 4/3/2025

BOARD OF ADJUSTMENT (BOA)

USE THIS FORM TO Apply for a variance to obtain relief from the design standards of this Land Development Code (LDC) where otherwise hardship would occur. A person who is adversely affected by any administrative decision may appeal such decision to the BOA.

Fees

Once application is submitted it will be reviewed for completeness. Once verified complete, an invoice will be emailed to the applicant.

☒ Residential Properties \$1,500

☐ Non-Residential properties \$3,500

☐ Administrative Appeals \$500

2025 Submission Deadlines + Board Meetings Calendar

Application Deadline (4:30pm)	Nov 06 2024	Dec 04 2024	Jan 08 2025	Feb 05 2025	Mar 05 2025	Apr 09 2025	May 07 2025	June 04 2025	Jul 09 2025	Aug 06 2025	Sep 03 2025	Oct 08 2025	Nov 05 2025	Dec 10 2025
Meeting Date	Dec 18 2024	Jan 15 2025	Feb 19 2025	Mar 19 2025	Apr 16 2025	May 21 2025	June 18 2025	Jul 16 2025	Aug 20 2025	Sep 17 2025	Oct 15 2025	Nov 19 2025	Dec 17 2025	Jan 21 2026

IMPORTANT NOTES

Application Requirements

☒ A complete application filed at least forty-five (42) days before the date of the Board of Adjustment's public hearing;

☒ A current signed, sealed, scaled survey of the property (no older than two years from date of application);

☒ Proof of ownership (copy of deed or tax statement)

☒ If applying as an agent, Owner's Authorization for Agent Representation form must be signed/ notarized and submitted as part of the application;

☒ A detailed letter stating the reasons for the request;

☒ Materials as needed to illustrate the nature of the request, including but not limited to, site plans, architectural drawings, photographs, etc. (Site plans must be dimensioned and to scale).

Pre-Application Meeting

To guide you through the process and ensure that your application is understood and properly processed, you must meet with the applicable planner prior to submitting your application. Completed Board applications are **due forty-two (42) days prior** to the meeting date. Cases in the historic districts or Community Redevelopment Area are heard by the Historic District Council, please use the HDC Variance Application. Cases in all other areas of the City are heard by the Board of Adjustment.

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

- ☒ Procedures for Variances – LDC Section 10.02.04.
- ☒ Expiration of Variance Approval – LDC Section 10.02.04(C).
- ☒ Appeals on a Variance – LDC Section 10.02.04(D).
- ☒ Appeals of Administrative Action – LDC 11.07.00

The LDC is available for review at
www.fbfl.us/LDC

Appeals

Any person aggrieved by any decision of the BOA regarding a variance may present to a court of record a petition, duly verified, setting forth that the decision is illegal, in whole or in part, specifying the grounds of the illegality. The petition shall be presented to the court within thirty (30) days after the filing of the decision at the office of the Board; otherwise, the decision of the Board shall be final.

Limitations on the Grant of a Variance

- ☒ 1. A variance shall not be granted which authorizes a use that is not permissible in the zoning district in which the property subject to the variance is located.
- ☒ 2. A variance shall not be granted which authorizes any use or standard that is prohibited by the City's Comprehensive Plan.
- ☒ 3. No nonconforming use of adjacent lands, structures, or buildings in the same zoning district, and no permitted use of land, structures, or buildings in other zoning districts, shall be considered g
- ☒ 4. A variance shall not change the requirements for concurrency.
- ☒ 5. A variance shall not be granted to permit the use of a single media peonia for the construction of a dwelling unit.
- ☒ 6. A variance shall not be granted if the evidence submitted by an applicant is solely a demonstration of financial hardship or economic considerations.
- ☒ 7. A variance shall not be granted for procedure or process components of this Land Development Code.
- ☒ 8. A variance shall not be granted to deviate from LDC section 4.02.02 to combine two (2) or more lots which would result in a lot width greater than 100 feet for lots or parcels that abut Ocean Ave
- ☒ 9. A variance will not be granted which authorizes the filling of wetlands prohibited by Land Development Code Section 3.03.03(A)
- ☒ 10. No variance shall be granted to exceed the maximum building height of 35 feet for a building on any lot within 800 feet of the mean highwater line of the Atlantic Ocean under LDC Section 4.02.03(D)
- ☒ 11. A variance shall not be granted for any residential or residential mixed-use structure to exceed the maximum building height requirements contained in Table 4.02.03(E).
- ☒ 12. A variance shall not be granted to exceed the minimum side yard setbacks listed in Table 4.02.03(E) for any building within 800 feet of the mean high-water mark of the Atlantic Ocean.

REVIEW TYPE*

- ☒ Variance
- ☐ Appeal of Administrative Decision

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

Yes

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

2/18/2025

PROPERTY INFORMATION

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

Site Address*

323 S 5TH ST.

City*

FERNANDINA BEACH

State*

FLORIDA

Zip*

32034

Parcel ID #(s)*

00-00-31-1800-0125-0100

Zoning District*

R-2

Future Land Use Designation*

Medium Density Residential

Do you authorize the installation of a temporary City notice sign on your property?*

YES

City posting sign must remain on the property until the meeting is held. The sign will then be picked up by City Staff or can be returned to City Hall by the applicant.

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name*

Samuel

Last Name*

Alexander

Company (if applicable)

Mailing Address*

323 S 5TH ST

City*

FERNANDINA BEACH

State*

FLORIDA

Zip*

32034

Telephone Number*

4079074305

E-mail Address*

salexander2000@gmail.com

OWNER'S AGENT / APPLICANT

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

First Name

Stephanie

Last Name

Lagos

Company (if applicable)

MCG HOMES

Mailing Address

1750 S 14TH ST SUITE 150

City

FERNANDINA BEACH

State

FLORIDA

Zip

32034

Telephone Number

9044631278

E-mail Address

design@mcghomes.com

PROJECT INFORMATION

Variance Requested from LDC Section(s)*

10.01.02 Expansion or Modification of Nonconforming Uses or Structures

Summary of Request (more detailed information to be provided in required letter of intent)*

We are requesting a variance on the front setback at 323 South 5th st. to install a required landing at the front exterior door. The current structure lacks a landing, which poses a safety hazard and does not comply with the Florida Building Code 2023 (Section R311.3), which mandates a landing of at least 36 inches in depth. Due to existing setback constraints, the landing will encroach slightly into the setback, but it is necessary for safety and accessibility. We seek approval to proceed with this minor adjustment to bring the property into compliance while minimizing any impact on neighboring properties.

REQUIRED FINDINGS FOR A GRANT OF A VARIANCE

In order for an application for a variance to be approved or approved with conditions, the BOA must make a positive finding with regard to each of the provisions below. The applicant has the burden of proof of demonstrating that the application for a variance complies with each of the requirements. Please explain in detail how your case meets the following requirements:

1. Special Conditions: Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district. Special conditions or circumstances do not result from actions of the applicant and are not based on a desire to reduce development costs.*

The house, built in 1971, already has a non-compliant front setback, but the addition of a landing is necessary for safety and accessibility. The current setup lacks a proper landing, which violates Florida Building Code 2023 (Section R311.3) and presents a hazard. To comply, we need a landing, which would encroach slightly into the setback. Given these circumstances, we seek approval to ensure safety while maintaining minimal impact on the surroundings.

2. Special Privilege: Granting the variance does not confer upon the applicant a special privilege that is denied by the Land Development Code to other lands, structures, or buildings in the same zoning district.*

Correct

3. Literal Interpretation: Literal interpretation of the provisions of the Land Development Code would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district.*

Correct

4. Minimum Variance: The variance requested is the minimum variance needed that will make possible the reasonable use of the land, structure, or building.*

Due to the existing front setback constraints, constructing this required landing will encroach into the setback by approximately 62" (8" more than existing steps). However, the requested variance is minimal and is necessary solely to meet the safety and accessibility requirements established by the Florida Building Code.

5. General Harmony: Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and Comprehensive Plan.*

Correct

6. Public Interest: Granting the variance is compatible with surrounding properties, will not cause injury to the area involved, or otherwise be detrimental to the public health, safety, welfare or environment.*

The proposed landing will be designed to integrate seamlessly with the existing structure, minimizing any visual or spatial impact on neighboring properties.

Upload Supplemental Materials

ALEXANDER-BLANCHARD_11X17.pdf

Upload 3

Choose File No file chosen

Upload 2

MCG HOMES - VARIANCE.pdf

Upload 4

Choose File No file chosen

Upload 5

Choose File No file chosen

Upload 6

Choose File No file chosen

Upload 7

Choose File No file chosen

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.
- ☒ I AGREE THAT A POSTING NOTICE WILL BE INSTALLED ON THE PROPERTY(IES) IN QUESTION AND THAT SAID SIGN WILL ONLY BE REMOVED BY STAFF AFTER THE MEETING OR BROUGHT BACK TO CITY HALL BY APPLICANT.

I/We understand that the City Staff will install a Notice of Hearing sign on the property 14 days before the scheduled hearing and that the sign must only be removed after the hearing by City Staff, unless, the applicant or property owner brings the Notice of Hearing back to City Hall.

Applicant's First Name*

Stephanie

Applicant's Last Name*

Lagos

Today's Date*

4/3/2025



DEPARTMENT OF PLANNING & CONSERVATION

204 Ash Street | Fernandina Beach, Florida 32034 | 904 310-3480 |

www.fbfl.us/planning

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

From: [Stephanie Lagos](#)
To: [Margaret Pearson](#)
Subject: 323 S 5th street - MCG Homes
Date: Tuesday, May 13, 2025 12:00:16 PM

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

Ms. Margaret I am sending the answers to the questions that are needed.

2: Special privilege

Granting the variance does not confer upon the applicant a special privilege that is denied by the LDC to others in the same zoning district. The proposed landing is intended to provide safer and more accessible entry and exit from the home. Existing homes in the area already have a space considered a landing in front of their entrances, rather than an immediate step, making this request consistent with the established character of the neighborhood. This variance simply allows the homeowner to align with the purpose of the Land Development Code to support safety, accessibility, and reasonable use of residential properties.

3. Literal Interpretation

Literal interpretation of the provisions of the Land Development Code in this case would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district. The request for a landing is not an attempt to bypass the intent of the code, but rather to reasonably accommodate a basic and necessary feature that promotes safe and functional access to the home. Neighboring properties already include landings, and applying the code strictly—without allowing for this modest variance—would limit the applicant’s ability to enjoy a standard residential feature that is typical.

5. Public Interest

Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and the Comprehensive Plan. The LDC serves to implement the City’s Comprehensive Plan by establishing regulations and standards that promote the orderly use of land while fostering public health, safety, comfort, and welfare. The proposed landing supports these goals by improving safe and accessible entry to the home—enhancing everyday usability for the homeowner. Additionally, the design is consistent with similar features commonly found in neighboring properties, maintaining compatibility with the character of the area. This variance poses no negative impact on the surrounding community

Please let me know if something else is needed!!



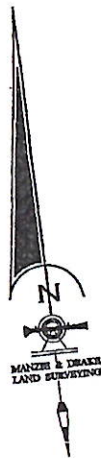
MAP OF BOUNDARY SURVEY

ALL THAT CERTAIN LOT, PIECE OR PARCEL OF LAND SITUATE LYING AND BEING IN THE CITY OF FERNANDINA BEACH (FORMERLY NAMED FERNANDINA) IN THE COUNTY OF NASSAU AND THE STATE OF FLORIDA AND KNOWN AND DESCRIBED UPON AND ACCORDING TO 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 1897 AND 1901) AS:

LOT ALL OF LOT 10, LESS AND EXCEPT THE NORTH 5 FEET OF LOT 10 TOGETHER WITH THE NORTH 5 FEET OF LOTS 8 & 9, BLOCK 125

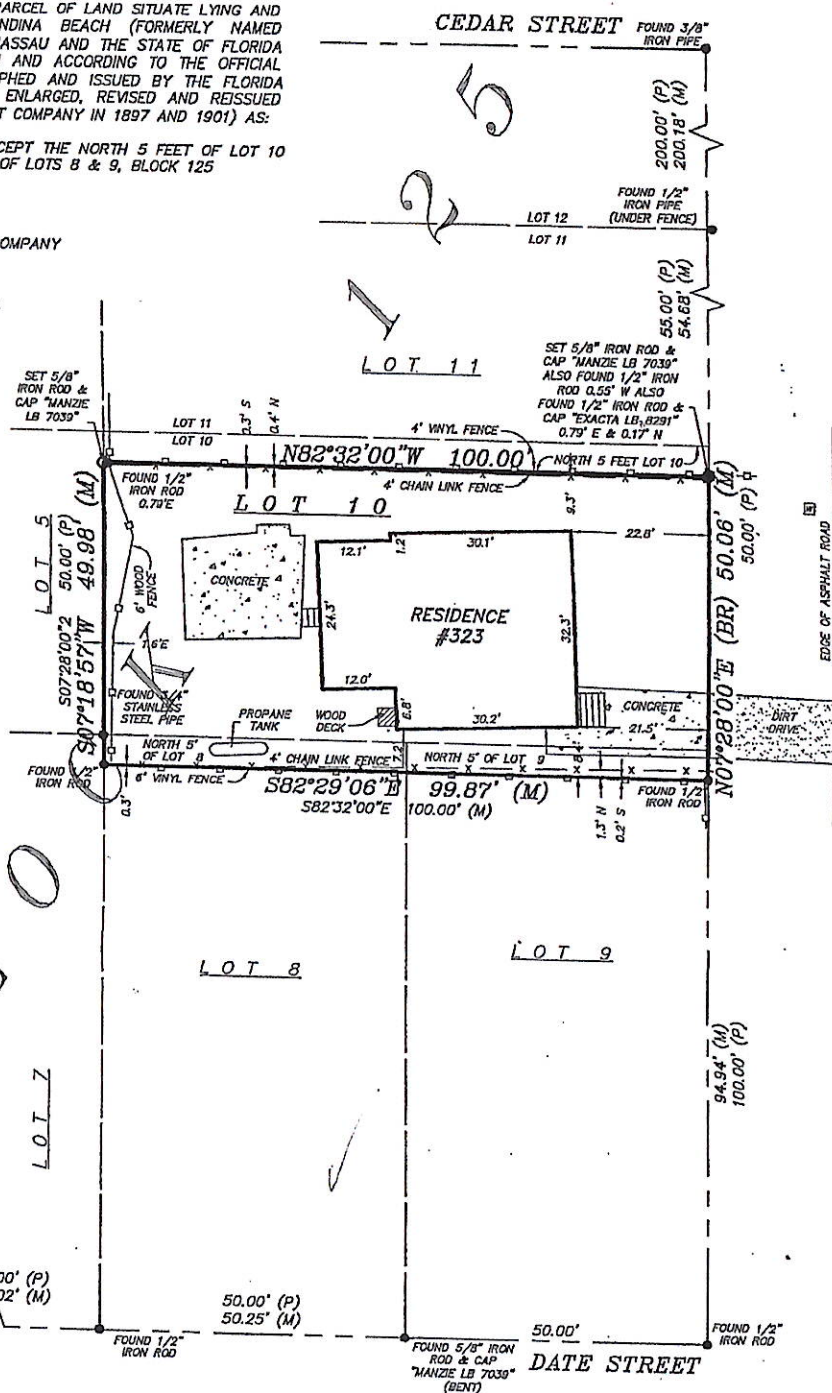
CERTIFIED TO:
SALVATORE CUMELLA
WOOD & SMITH, P.A.
FIRST AMERICAN TITLE INSURANCE COMPANY

PROPERTY ADDRESS:
323 SOUTH FIFTH STREET
FERNANDINA BEACH, FLORIDA 32034



SOUTH FOURTH STREET

BLOCK 125



SOUTH FIFTH STREET

(60' RIGHT-OF-WAY)

SURVEY NOTES:

- 1) Unless it bears the original signature and the original raised seal of a Florida Licensed Surveyor and Mapper or Validated Digital Signature by a Florida Licensed Surveyor and Mapper, this map/report is for informational purposes only and is not valid.
- 2) The "Legal Description" hereon is in accord with the description provided by the client.
- 3) Underground Improvements were not located or shown.
- 4) Lands shown hereon were not abstracted by this office for easements, rights-of-way, ownership or other instruments of record.
- 5) Bearings shown hereon are based on an assumed bearing of N07°28'00"E for the westerly right-of-way line of South Fifth Street. The bearing reference line is indicated as thus (BR).
- 6) The property shown hereon lies within flood zone X per the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) panel 12089C 0237 G, dated 08/02/2017.

LEGEND

- CONCRETE FLATWORK
- WATER METER
- WOOD OR VINYL FENCE
- WOOD FLATWORK
- CHAIN LINK OR WIRE FENCE
- MEASURED
- PLAT
- CENTERLINE

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
MICHAEL A. MANZIE, P.L.S. 4069
3/21/23



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: 21764 DATE: 03/15/2023 CADD: LP
F.B. NO: X-380 PAGE NO: 12 CREW: JM FILE NO: A-5791

PREPARED BY & RETURN TO:

Name: Wood & Smith, P.A.
Address: 303 Centre Street
Suite 100
Fernandina Beach, FL 32034
File No. 24-206574

Parcel No.: 00-00-31-1800-0125-0100

This **WARRANTY DEED**, made the **17th day of September, 2024**, by **Salvatore Cumella, a single man** (whether one or more, the "Grantor"), to **Samuel Alexander and Alicia Blanchard, husband and wife**, whose post office address is 323 South 5th Street, Fernandina Beach, FL 32034 (whether one or more, the "Grantee"):

WITNESSETH: That the Grantor, for and in consideration of the sum of Ten Dollars (\$10.00) and other valuable consideration, receipt whereof is hereby acknowledged, does hereby grant, bargain, sell, alien, remise, release, convey and confirm unto the Grantee all that certain land situate in County of Nassau, State of Florida, viz:

Lot Ten (10) (excepting five (5) feet next and adjoining Lot Eleven (11) in Block numbered One Hundred and Twenty-five (125) in the CITY OF FERNANDINA BEACH, Nassau County, Florida. Less and Except any lands contained in that Certain Warranty Deed Recorded in Official Records Book 2509, Page 1356, Nassau County, Florida.

AND

The North Five (5) feet of the following described Lots:

All of those certain lots, pieces or parcels of land situate, lying and being in the City of Fernandina, County of Nassau and State of Florida, and known and described upon and according to the official plat of said City of Fernandina (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 numbered Eight (8) and Nine (9), in Block 125, said Lot numbered Eight (8) measures fifty feet in width and fronts on Date Street, which bounds it on the South, from whence it extends North, at right angles and of uniform width, to a depth of 100 feet; and said Lot numbered Nine (9) likewise measures fifty feet in width and 100 feet in depth and is bounded on the South by said Date Street and on the East by Fifth Street and adjoins said Lot numbered Eight (8) on the East and is located at the Northwest corner of said Date and Fifth Streets, in said City of Fernandina, County of Nassau, Florida.

TOGETHER WITH all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

SUBJECT TO TAXES FOR THE YEAR 2024 AND SUBSEQUENT YEARS, RESTRICTIONS, RESERVATIONS, COVENANTS AND EASEMENTS OF RECORD, IF ANY.

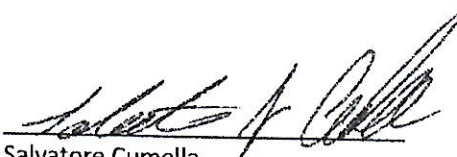
TO HAVE AND TO HOLD the same in fee simple forever.

And the Grantor hereby covenants with the Grantee that the Grantor is lawfully seized of said land in fee simple, that the Grantor has good right and lawful authority to sell and convey said land and that the Grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever. Grantor further warrants that said land is free of all encumbrances, except as noted herein and except taxes accruing subsequent to December 31, 2023.

IN WITNESS WHEREOF, the said Grantor has caused these presents to be executed in its name, as of the day and year first above written.

Signed, sealed and delivered in the presence of:


Witness #1 Signature
Print Name: Rachel Woodward

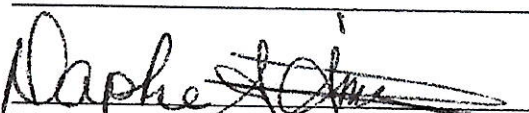

Salvatore Cumella

Witness #1 Address:

303 Centre St., Ste 100
Fernandina Beach, FL 32034

Address:

323 South 5th Street
Fernandina Beach, FL 32034

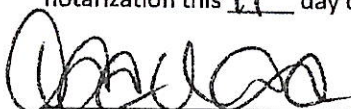

Witness #2 Signature
Print Name: Daphne S. Smith

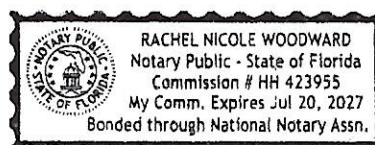
Witness #2 Address:

303 Centre St., Ste 100
Fernandina Beach, FL 32034

STATE OF FLORIDA
COUNTY OF NASSAU

The foregoing instrument was acknowledged before me by means of ☒ physical presence or () online notarization this 11 day of September, 2024, by Salvatore Cumella.


Signature of Notary Public
Print, Type/Stamp Name of Notary



Personally Known: _____ OR Produced Identification: X

Type of Identification

Produced: Valid R R

OWNER'S AUTHORIZATION FOR AGENT (OPTIONAL)

MCG HOMES | STEPHANIE LAGOS is hereby authorized TO ACT ON BEHALF OF

SAMUEL ALEXANDER & AUCIA BLANCHARD, the owner(s) of those lands described within the attached application, and as described in the attached deed or other such proof of ownership as may be required, in applying to Nassau County, Florida, for an application pursuant to a:

BY:

Samuel Alexander
Signature of Owner

SAMUEL ALEXANDER
Print Name

Aucia Blanchard
Signature of Owner

AUCIA BLANCHARD
Print Name

(407) 907 4305
Telephone Number

NOTARIZATION

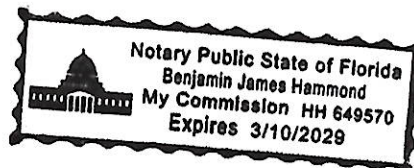
STATE OF FLORIDA
COUNTY OF NASSAU

The foregoing instrument was acknowledged before me by means of

☒ physical presence or ☐ online notarization, this APRIL day of SECOND, 2023
by STEPHANIE LAGOS as AUTHORIZED AGENT on behalf of
Samuel Alexander, a MCG CLIENT, who
☒ produced DRIVERS LICENCE as identification or ☐ who is personally known.

Benjamin Hammond
Notary Signature

Print Name: BEN HAMMOND



MCG Homes / Stephanie Lagos
1750 S 14th St.
Fernandina Beach, FL, 32034
9045300808
design@mcghomes.com
March 25th, 2025.

Subject: Request for Variance on Front Setback for Installation of Landing at Exterior Door

Dear City of Fernandina Beach, Board of Adjustment (BOA)

I am writing to formally request a variance on the front setback requirement for the property located at 323 South 5th St. This request is being made in order to install a code-compliant landing at the front exterior door, as required by the Florida Building Code 2023, Section R311.3.

Currently, the existing structure lacks a proper landing at the exterior door, which presents a safety concern. As outlined in Section R311.3 of the Florida Building Code 2023:

- "There shall be a landing or floor on each side of each exterior door."
- "The width shall be not less than the width of the door served."
- "Every landing shall have a dimension of not less than 36 inches."

At present, the home does not meet this requirement, as there is only a single step immediately upon exiting the door without a landing. This condition poses a potential hazard, particularly for residents and visitors, by increasing the risk of missteps, falls, and difficulty in safely maneuvering in and out of the home. Installing a compliant landing will enhance accessibility and ensure that the entrance adheres to modern safety standards.

Due to the existing front setback constraints, constructing this required landing will encroach into the setback by approximately 62" (8" more than existing steps). However, the requested variance is minimal and is necessary solely to meet the safety and accessibility requirements established by the Florida Building Code. Additionally, the proposed landing will be designed to integrate seamlessly with the existing structure, minimizing any visual or spatial impact on neighboring properties.

We respectfully ask for your consideration in granting this variance, allowing us to bring the property into compliance with state building regulations while ensuring the safety and well-being of its occupants. We are prepared to provide further documentation, drawings, site plans as needed to support this request.

Thank you for your time and consideration.

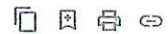
Sincerely,

Stephanie Lagos

Designer
MCG Homes



R311.3 Floors and landings at exterior doors.



There shall be a landing or floor on each side of each exterior door. The width of each landing shall be not less than the door served. Every landing shall have a dimension of not less than 36 inches (914 mm) measured in the direction of travel. The slope at exterior landings shall not exceed $\frac{1}{4}$ unit vertical in 12 units horizontal (2 percent).

Exception: Exterior balconies less than 60 square feet (5.6 m²) and only accessed from a door are permitted to have a landing less than 36 inches (914 mm) measured in the direction of travel.

R311.3.1 Floor elevations at the required egress doors.

Landings or finished floors at the required egress door shall be not more than $1\frac{1}{2}$ inches (38 mm) lower than the top of the threshold.

Exception: The landing or floor on the exterior side shall be not more than $7\frac{3}{4}$ inches (196 mm) below the top of the threshold.

Where exterior landings or floors serving the required egress door are not at *grade*, they shall be provided with access to *grade* by means of a ramp in accordance with Section R311.8 or a stairway in accordance with Section R311.7.

ALEXANDER-BLANCHARD RESIDENCE



ZONING AND PROJECT INFORMATION

CRITERIA	REQUIREMENTS	EXISTING
ZONING AREA:	R-2	R-2
SETBACKS:		
FRONT	25'-0"	21'-5"
SIDES	10% OF LOT WIDTH	7'-2" CLOSE TO PL
REAR	20'-0"	35'-1"
HEIGHT:	35'-0"	≈
MAX. IMPERVIOUS:	60%	38%
FLOOD ZONE:		NOT IN A SFHA
OCCUPANCY:		SINGLE FAMILY RESIDENTIAL
CODE REFERENCE:		FLORIDA BUILDING CODE -- RESIDENTIAL (8TH ED., 2023)

SQUARE FOOTAGE CALCULATION

PROJECT PARCEL NUMBER:	00-00-32-1800-0125-0100
LOT SIZE:	5000 SQ.FT.
FIRST FLOOR CONDITIONED:	1248 SQ.FT.
	--
TOTAL CONDITIONED AREA:	1248 SQ.FT.
TOTAL UNDER ROOF AREA:	1248 SQ.FT.

PROJECT SCOPE OF WORK

HOME RENOVATION PLAN

BATHROOM REMODEL (NEW PLUMBING, TILE, CABINETRY, FIXTURES)
FLOORING IN LIVING AREA, KITCHEN, LANAI.
REPLACE ALL EXISTING WINDOWS. ADDITION OF 2 WINDOWS.

NEW FRONT LANDING
NEW REAR DECK WITH COVERED SCREENED PATIO

INDEX OF DRAWINGS

A-1	COVER SHEET
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A-3	AS- BUILT PLAN
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A-6	ELECTRICAL PLAN
A-7	ROOF PLAN
A-8	WINDOW/DOOR SCHEDULE
A-9	EXTERIOR ELEVATIONS
A-10	EXTERIOR ELEVATIONS
A-11	BATHROOM ELEVATIONS
A-12	PLUMBING ELEVATIONS/DETAILS
A-13	BATHROOM RENDERINGS
A-14	BUILT-IN ELEVATION
A-15	EXTERIOR RENDERINGS

MCG
1750 S 14TH ST. SUITE 150
FERNANDINA BEACH, FL 32034
(904) 530-0808
MCGHOMES.COM

**Samuel Alexander & Alicia
Blanchard**
(407) 907-4305
323 S 5th St.
Fernandina Beach, Florida 32034

COVER SHEET	SL
DRAWN BY:	SL
CHECKD BY:	SL
DATE:	4/3/25

REVISION TABLE	#	REVISED BY	DATE
	1	SL	2/14/25
	2	SL	2/28/25
	3	SL	3/11/25

SCALE:

SHEET:

A-1

(60' RIGHT-OF-WAY)

SOUTH FIFTH STREET

EDGE OF ASPHALT ROAD

50.00'

(P)

N07°28'00"E (BR) 50.06' (M)

FOUND
1/2" IRON
ROD

CONCRETE

EXIST. IMPERVIOUS
286 SF

8'-10 3/4"
8'-6 3/4"
8.5'

2'
1.5'

NORTH 5' OF LOT 9

S82°32'00"E 100.00' (M)
S82°29'06"E 99.87' (M)

RESIDENCE
#323

EXIST. IMPERVIOUS
1267 SF

32.3'

30.1'

22.8'

NORTH 5 FEET LOT 10

SET 5/8" IRON ROD &
CAP "MANZIE LB 7039"
ALSO FOUND 1/2" IRON
ROD 0.55' W ALSO
FOUND 1/2" IRON ROD
& CAP "EXACTA LB
82911" 0.79' E & 0.17'
N

4' VINYL FENCE

LOT 11

4' CHAIN LINK FENCE

N82°32'00"W 100.00'

LOT 10

1.2'

12.1'

12.0'

24.3'

CONCRETE

EXIST. IMPERVIOUS
350 SF

12'-6 1/8"

LOT 10
LOT 11

FOUND
1/2" IRON
ROD 0.79'E

6' WOOD
FENCE

1.6'

PROPANE
TANK

FOUND 3/4"
STAINLESS
STEEL PIPE

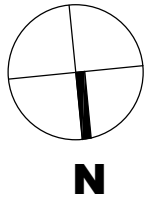
NORTH 5'
OF LOT 8

6' VINYL FENCE

FOUND
1/2" IRON
ROD

S07°18'57"W 49.98' (M)
S07°28'00"W 50.00' (P)

LOT 5



SURVEY



MCG
1750 S 14TH ST. SUITE 150
FERNANDINA BEACH, FL 32034
(904) 530-0808
MCGHOMES.COM

Samuel Alexander & Alicia
Blanchard
(407) 907-4305
323 S 5th St.
Fernandina Beach, Florida 32034

REVISION TABLE		COVER SHEET
#	REVISED BY	DATE
1	SL	2/14/25
2	SL	2/28/25
3	SL	3/11/25

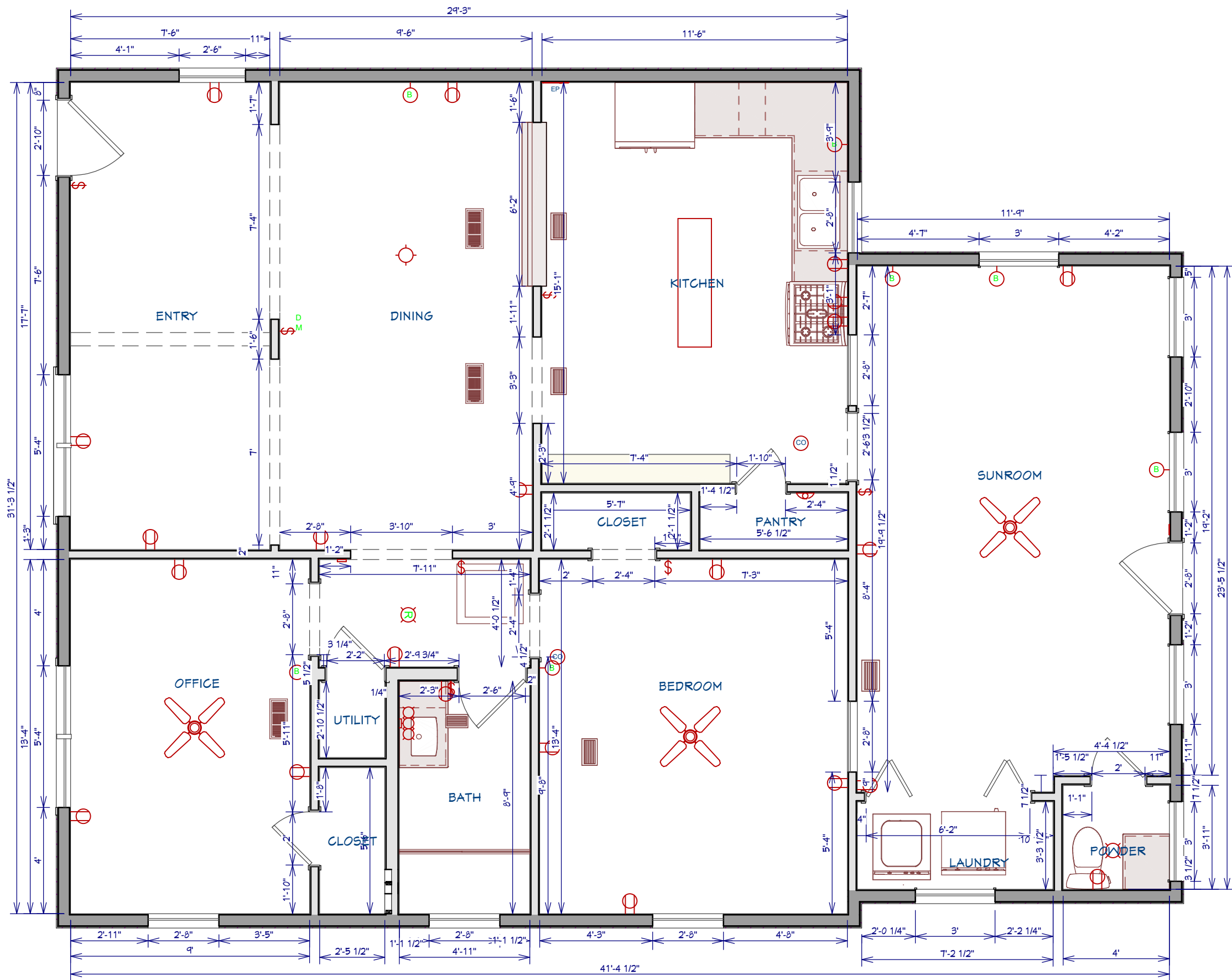
DRAWN BY:	SL
CHECKED BY:	SL
DATE:	4/3/25

SCALE:

3/32" = 1'

SHEET:

A-2



AS BUILT



MCG
1750 S 14TH ST. SUITE 150
FERNANDINA BEACH, FL 32034
(904) 530-0808
MCGHOMES.COM

Samuel Alexander & Alicia Blanchard
(407) 907-4305
323 S 5th St.
Fernandina Beach, Florida 32034

COVER SHEET	
DRAWN BY:	SL
CHECKED BY:	SL
DATE:	4/3/25

REVISION TABLE	
#	REVISION BY
1	SL
2	SL
3	SL

SCALE:

1/4" = 1'

SHEET:

A-3

CONSTRUCTION LEGEND

EXISTING WALL TO REMAIN

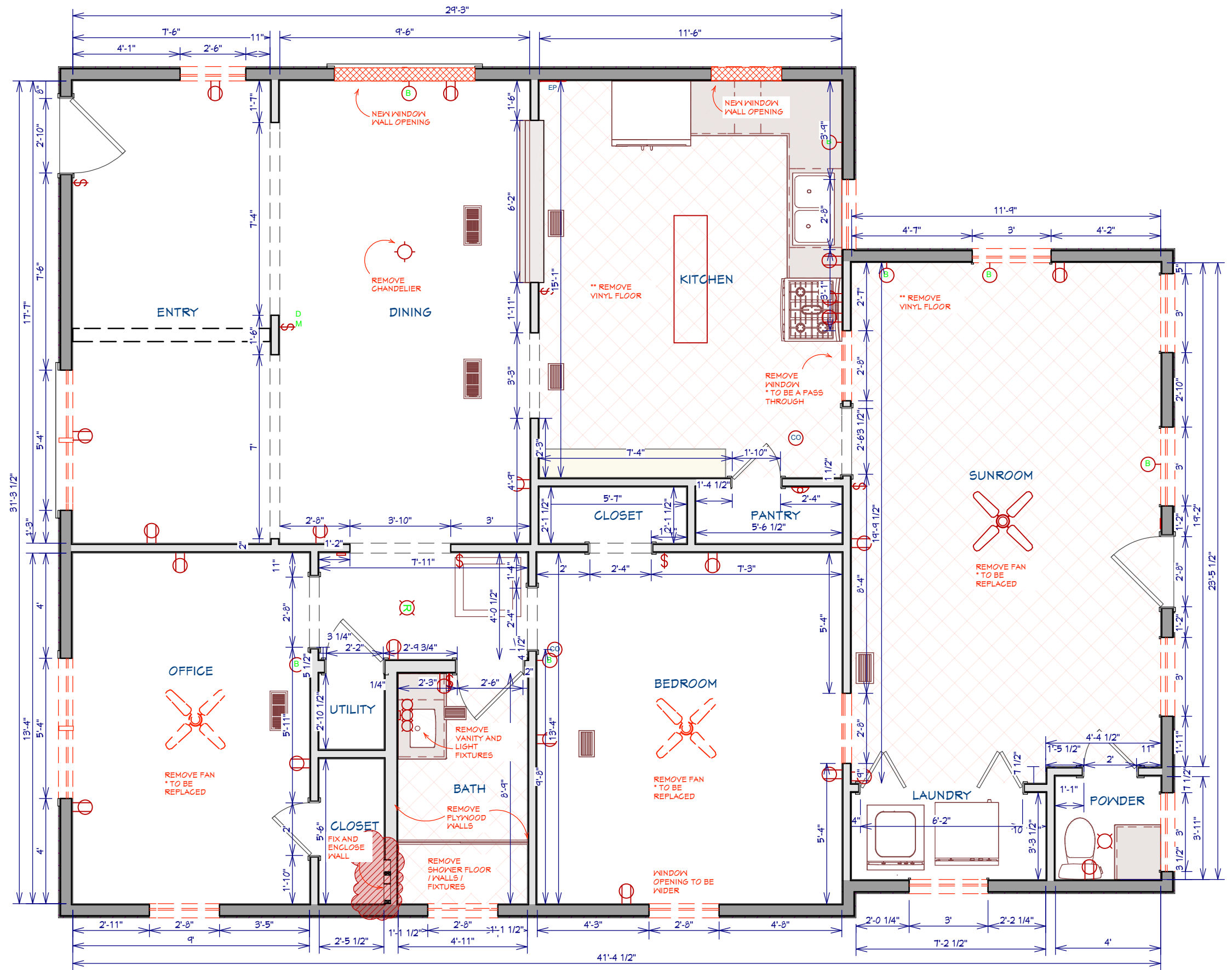
EXISTING ELEMENT TO REMOVE

EXISTING WALL TO REMOVE

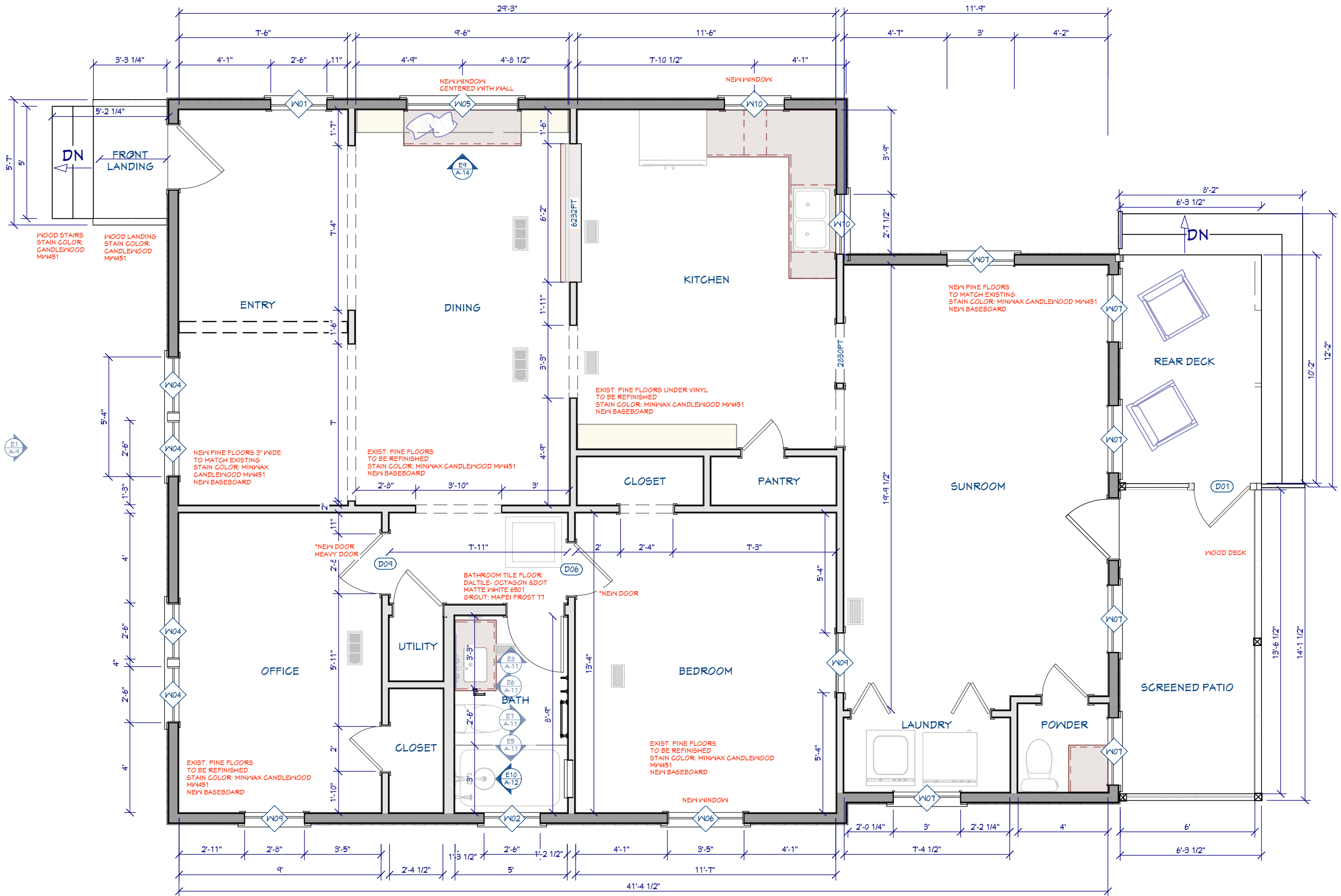
DECONSTRUCTION NOTES

- * SMOOTH CEILINGS THROUGHOUT
- * REMOVE BASEBOARD THROUGHOUT
- * REMOVE ALL WINDOWS / TO BE REPLACED

REMOVE STOVE AND PROPANE TANK -
REPLACE WITH ELECTRICAL STOVE



DEMO PLAN



PROPOSED PLAN



MCG
1750 S 14TH ST. SUITE 150
FERNANDINA BEACH, FL 32034
(904) 530-0808
MCGHOMES.COM

Samuel Alexander & Alicia Blanchard
(407) 907-4305
323 S 5th St.
Fernandina Beach, Florida 32034

COVER SHEET	
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DATE:	4/3/25

REVISION TABLE	
#	REVISION BY
1	SL
2	SL
3	SL

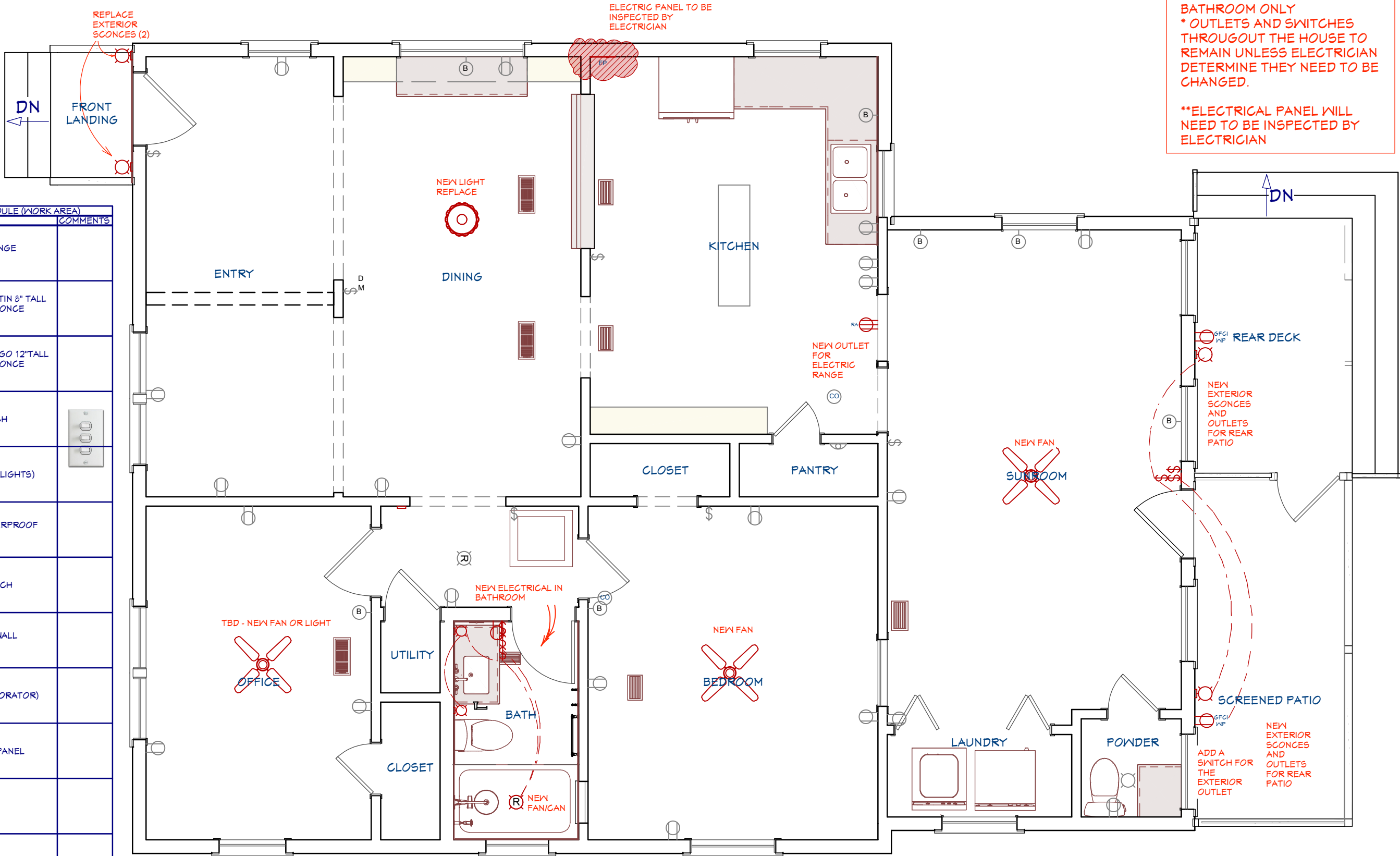
SCALE:

1/4" = 1'

SHEET:

A-5

ELECTRICAL SCHEDULE (WORK AREA)		
2D SYMBOL	DESCRIPTION	COMMENTS
	ELECTRIC RANGE RECEPTACLE	
	ROSETO MARTIN 8" TALL OUTDOOR SCONCE (REAR)	
	ROSETO THIAGO 12" TALL OUTDOOR SCONCE (FRONT)	
	TRIPLE SWITCH	
	CEILING FAN (LIGHTS)	
	GFCI WEATHERPROOF RECEPTACLE	
	DOUBLE SWITCH	
	MINI-SHADE WALL SCONCE	
	DUPLEX (DECORATOR)	
	ELECTRICAL PANEL	
	SINGLE POLE	
	FAN/CAN	
	DINING PENDANT	



ELECTRICAL NOTES

* CHANGES IN ELECTRICAL WILL OCCUR IN THE BATHROOM ONLY

* OUTLETS AND SWITCHES THROUGHOUT THE HOUSE TO REMAIN UNLESS ELECTRICIAN DETERMINE THEY NEED TO BE CHANGED.

****ELECTRICAL PANEL WILL NEED TO BE INSPECTED BY ELECTRICIAN**

*ALL SWITCH AND OUTLET LOCATIONS DETERMINED ON SITE PER ELECTRICIAN RECOMMENDATION AND CODES.

ELECTRICAL PLAN



MCG
GENERAL CONTRACTORS

MCG
1750 S 14TH ST. SUITE 150
FERNANDINA BEACH, FL 32034
(904) 530-0808
MCGHOMES.COM

Samuel Alexander & Alicia Blanchard
(407) 907-4305
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Fernandina Beach, Florida 32034

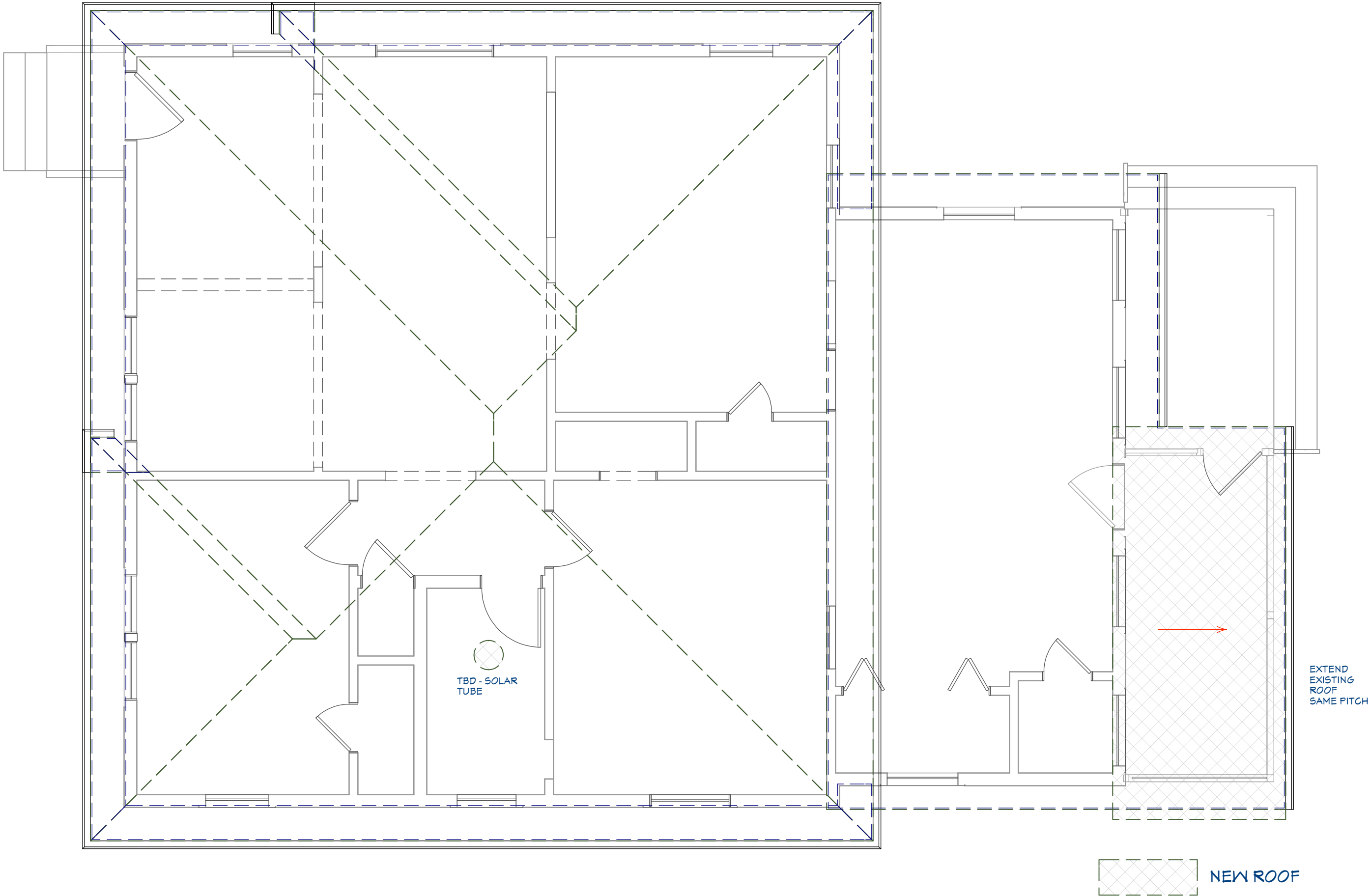
COVER SHEET	REVISION TABLE
DRAWN BY: SL	#
CHECKED BY: SL	DATE
DATE: 4/3/25	1
	2
	3

SCALE:

1/4" = 1'

SHEET:

A-6



PROPOSED ROOF PLAN - SCREENED PATIO



MCG
1750 S 14TH ST. SUITE 150
FERNANDINA BEACH, FL 32034
(904) 530-0808
MCGHOMES.COM

Samuel Alexander & Alicia Blanchard
(407) 907-4305
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Fernandina Beach, Florida 32034

COVER SHEET	
DRAWN BY:	SL
CHECKD BY:	SL
DATE:	4/3/25

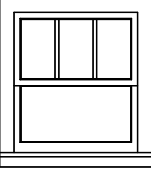
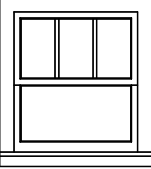
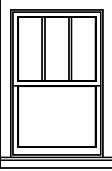
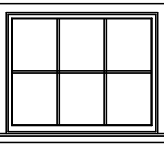
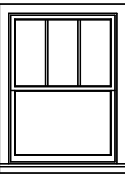
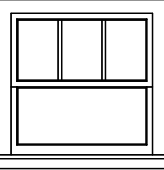
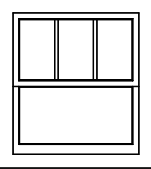
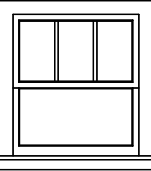
REVISION TABLE		
#	REVISED BY	DATE
1	SL	2/14/25
2	SL	2/28/25
3	SL	3/11/25

SCALE:

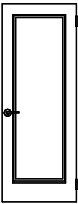
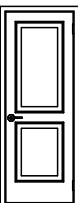
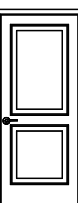
1/4" = 1'

SHEET:

A-7

WINDOW SCHEDULE								
3D EXTERIOR ELEVATION	NUMBER	QTY	SIZE	TOP	R/O	DESCRIPTION	HEADER	COMMENTS
	W01	1	26210SH	6 1/2'	30 1/2"x34 1/2"	SINGLE HUNG	2"x6"x33 1/2" (2)	
	W02	1	26210SH	6 1/2'	30 1/2"x34 1/2"	SINGLE HUNG	2"x6"x33 1/2" (2)	BATH WINDOW - BOTTOM GLASS FROSTED
	W04	4	2640SH	6 1/2'	30 1/2"x48 1/2"	SINGLE HUNG	2"x6"x33 1/2" (2)	
	W05	1	5040FX	6 1/2'	60 1/2"x48 1/2"	FIXED GLASS	2"x6"x63 1/2" (2)	
	W06	1	3549SH	6 1/2'	41 1/2"x57 1/2"	SINGLE HUNG	2"x6"x44 1/2" (2)	
	W07	6	3030SH	6 5/8'	36 1/2"x36 1/2"	SINGLE HUNG	2"x6"x39 1/2" (2)	
	W09	2	2830SH	6 1/2'	32 1/2"x36 1/2"	SINGLE HUNG	2"x6"x35 1/2" (2)	
	W10	2	2830DH	6 1/2'	32 1/2"x36 1/2"	DOUBLE HUNG	2"x6"x35 1/2" (2)	KITCHEN WINDOWS

*WOOD CLADDING WINDOWS

NEW DOORS SCHEDULE									
3D EXTERIOR ELEVATION	NUMBER	LABEL	QTY	FLOOR	SIZE	R/O	DESCRIPTION	HEADER	COMMENTS
	D01	D01-2668	1	1	2668 L IN	32"x82 1/2"	HINGED-CC109 ARCADIA	2"x6"x35" (2)	SCREENED PATIO - DOOR TBD
	D06	2468	1	1	2468 L IN	30"x82 1/2"	HINGED-DOOR P04	2"x6"x33" (2)	
	D09	2868	1	1	2868 R IN	34"x82 1/2"	HINGED-DOOR P04	2"x6"x37" (2)	HEAVY DOOR

WINDOW AND DOOR SCHEDULE



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COVER SHEET	
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DATE: 4/3/25	

REVISION TABLE		DATE
#	REVISD BY	
1	SL	2/14/25
2	SL	2/28/25
3	SL	3/11/25

SCALE:



SHEET:

COVER SHEET	
DRAWN BY:	SL
CHECKED BY:	SL
DATE:	4/3/25

#	REVISED BY	DATE
1	SL	2/14/25
2	SL	2/28/25
3	SL	3/11/25

SCALE:

1/4" = 1'

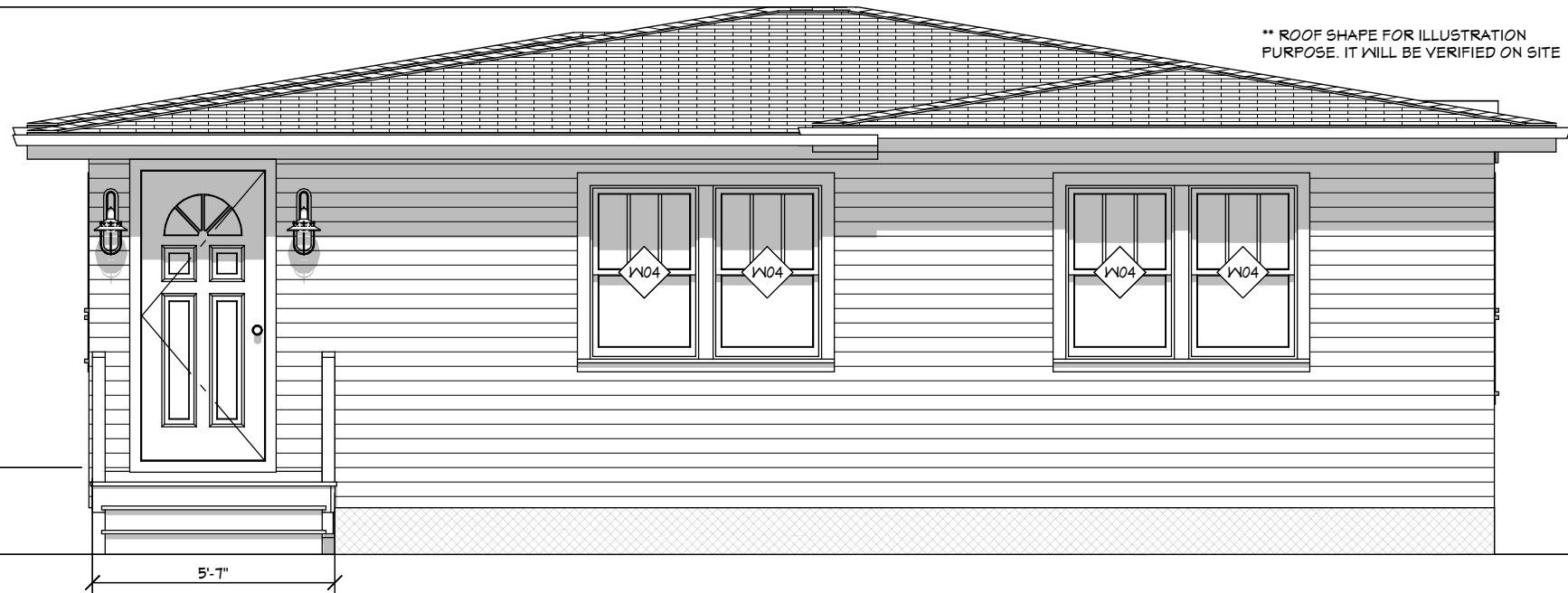
SHEET:

A-9

Highest Ridge
10.6'

Top of Subfloor - 1st Floor
0'

** ROOF SHAPE FOR ILLUSTRATION
PURPOSE. IT WILL BE VERIFIED ON SITE



E1 FRONT ELEVATION
1/4 in = 1 ft

Highest Ridge
10.6'

Top of Subfloor - 1st Floor
0'

** ROOF SHAPE FOR ILLUSTRATION
PURPOSE. IT WILL BE VERIFIED ON SITE



E2 REAR ELEVATION
1/4 in = 1 ft

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REVISION TABLE		
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1	SL	2/14/25
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3	SL	3/11/25

SCALE:

1/4" = 1'

SHEET:

A-10

Highest Ridge
10.6'

Top of Subfloor
0'

5'-1 1/4"
NEW FRONT LANDING

E3 RIGHT ELEVATION
1/4 in = 1 ft

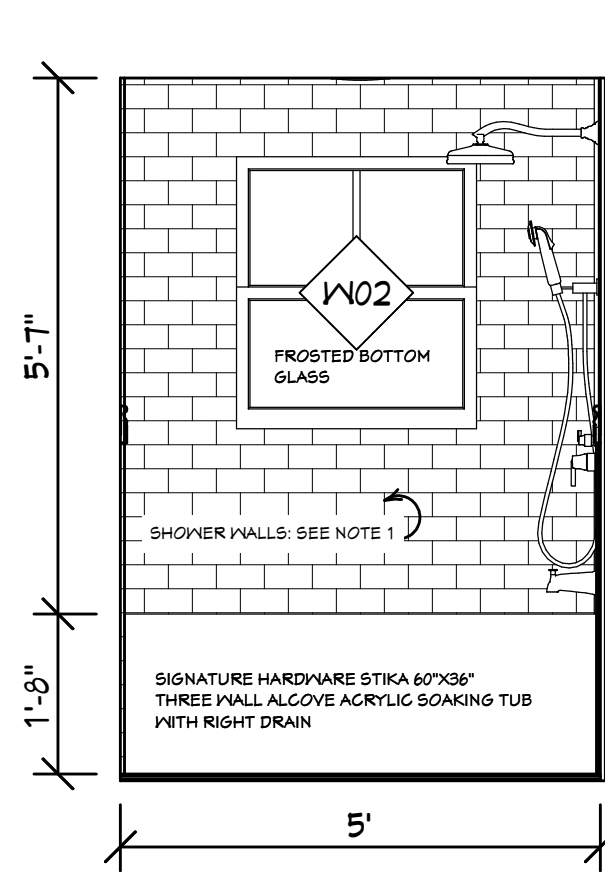
6'-3 3/4"
NEW BACK PORCH

Highest Ridge
10.6'

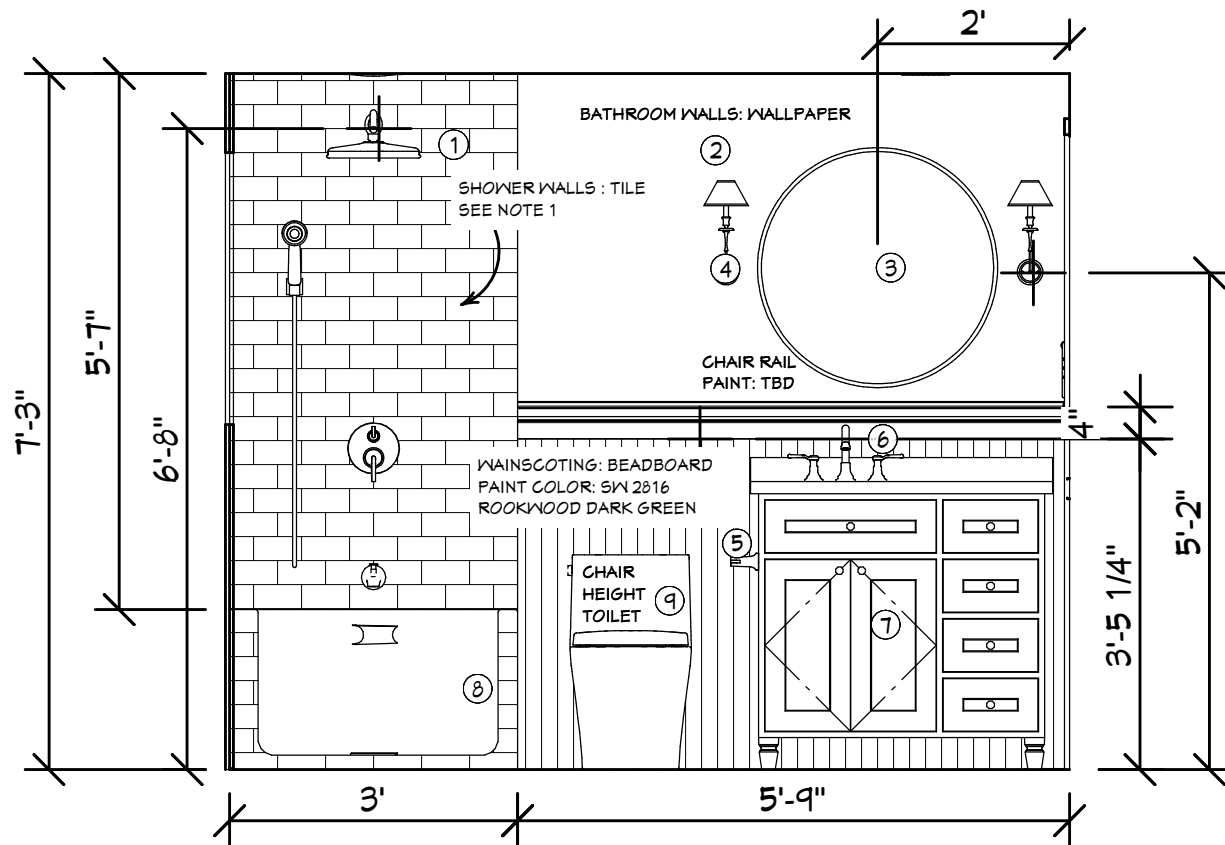
Top of Subfloor
0'

E4 LEFT ELEVATION
1/4 in = 1 ft

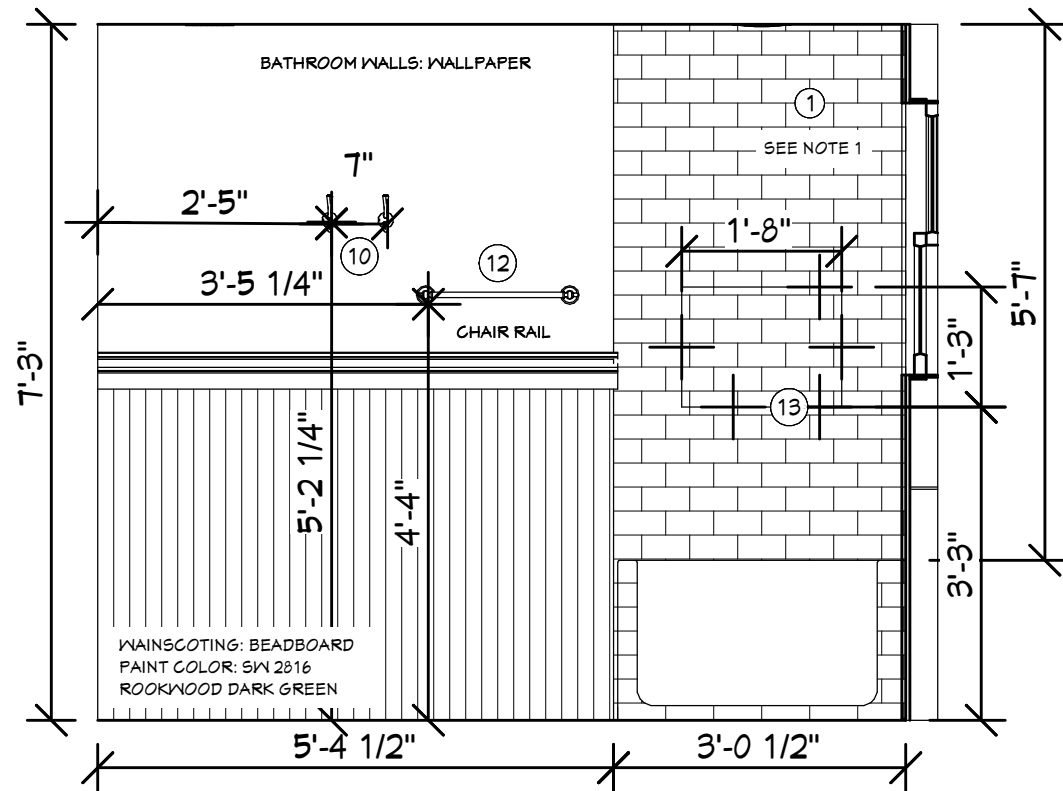
EXTERIOR ELEVATIONS



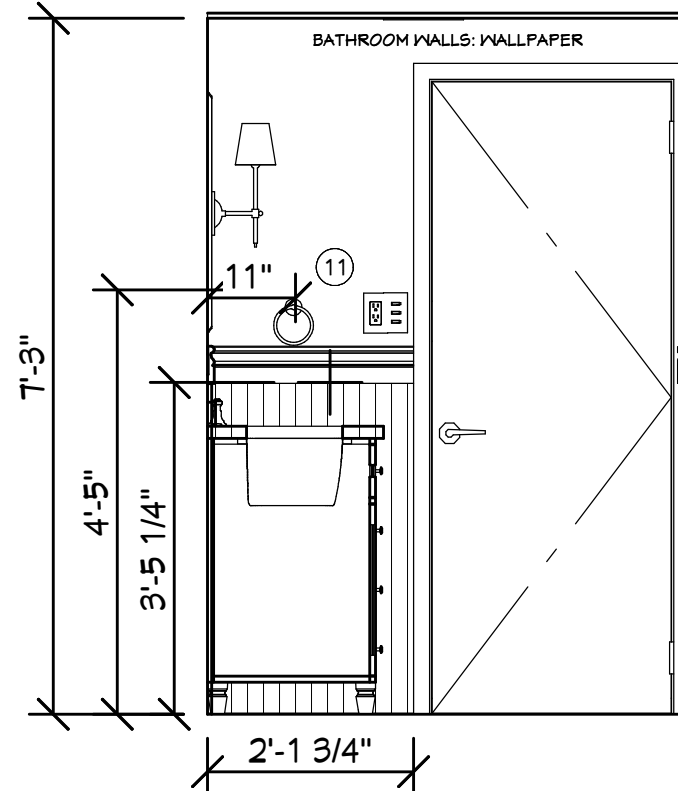
E5 Elevation 1
1/2 in = 1 ft



E6 Elevation 2
1/2 in = 1 ft



E7 Elevation 3
1/2 in = 1 ft



E8 Elevation 4
1/2 in = 1 ft

NOTE SCHEDULE	
①	SHOWER WALLS : DALTILE REMEDY 3X9 RD20 ELIXIR GROUT: ALABASTER SCHLUTER: JOLLY A100- MATTE WHITE
②	WALLPAPER: VINYL - MORRIS - WILLOW BOUGHS ROLL WIDTH: 1'-8.5" ROLL LENGTH: 32'-11.7" PATTERN REPEAT 1'-6.1" FULL DROP RECOMMENDED ADHESIVE: ALBANY CONCENTRATED ADHESIVE BY WALLPAPERDIRECT
③	MIRROR: QUORUM INTERNATIONAL ROUND 30" DIAMETER
④	MILLENIUM LIGHTNING LENA 13" TALL WALL SCONCE
⑤	DELTA CASSIDY SINGLE BAR TISSUE HOLDER
⑥	DELTA CASSIDY WIDESPREAD BATHROOM FAUCET
⑦	OVE DECORS TAHOE 36" FREE STANDING SINGLE BASIN VANITY SET
⑧	TUB: SIGNATURE HARDWARE SITKA 60" X 36" THREE WALL ALCOVE ACRYLIC SOAKING TUB WITH RIGHT DRAIN - LESS DRAIN
⑨	MISENO BELLA 1.28 GPF TWO PIECE HIGH EFFICIENCY TOILET ELONGATED CHAIR HEIGHT
⑩	DELTA CASSIDY DOUBLE ROBE HOOK
⑪	DELTA CASSIDY TOWEL HOLDER
⑫	DELTA CASSIDY 18" TOWEL BAR
⑬	NICHE SILL: WHITE ENGINEERED STONE



<u>COVER SHEET</u>
<u>DRAWN BY:</u> SL
<u>CHECKD BY:</u> SL
<u>DATE:</u> 4/3/25

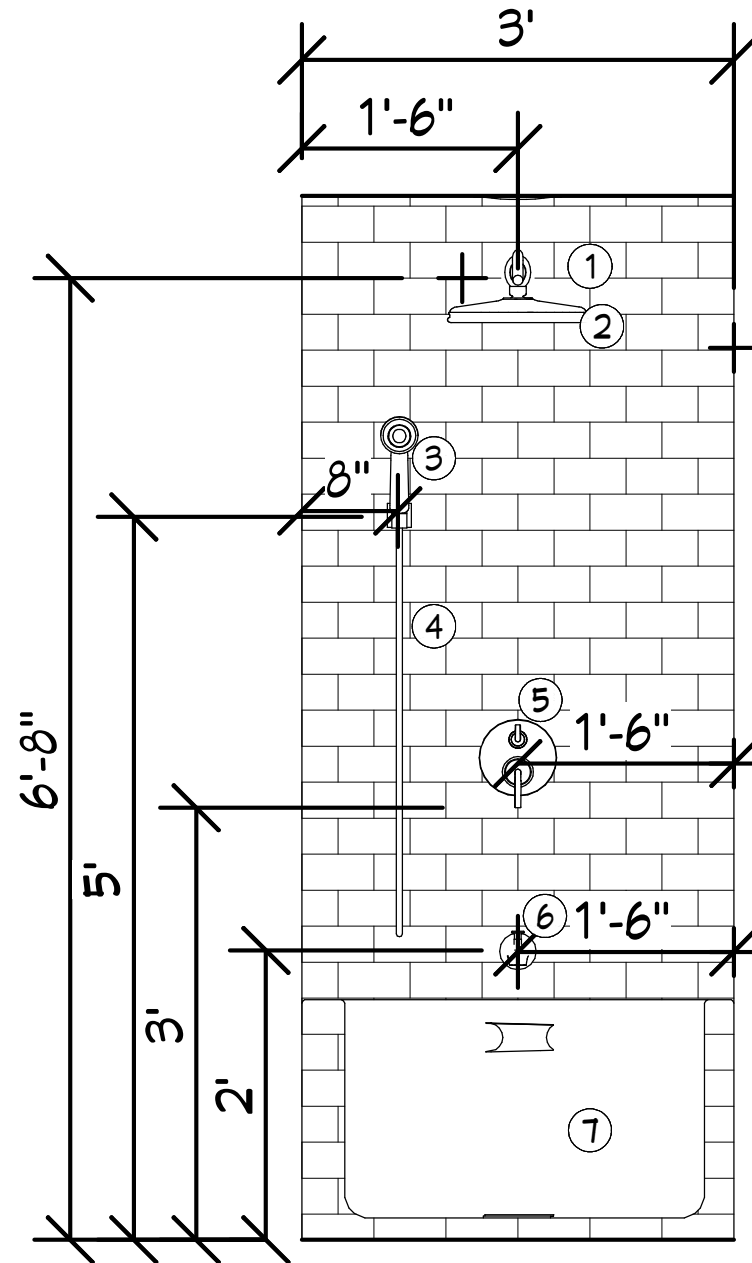
[illegible]

SCALE:

$3/4'' = 1'$

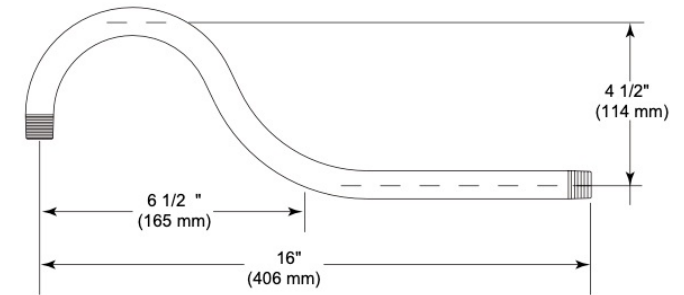
SHEET:

A-12

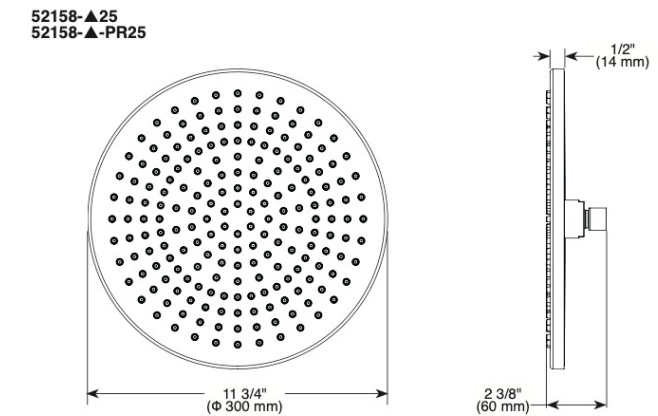


E10 Elevation 6
3/4 in = 1 ft

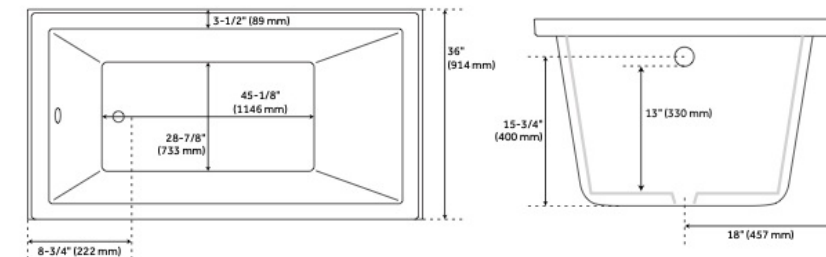
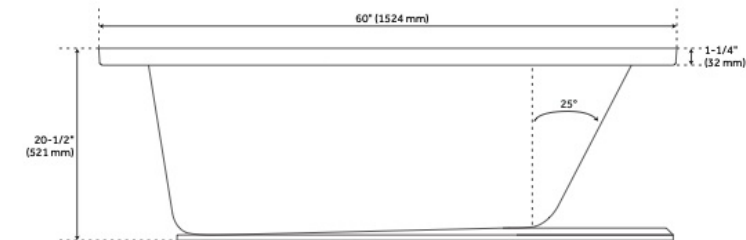
NOTE SCHEDULE	
①	SHOWER ARM: DELTA 16" WALL MOUNTED SHOWER ARM EXTENSION 16.5" HEIGHT: 5" LENGTH: 15" **DELTA ROUND SHOWER ARM FLANGE
②	DELTA UNIVERSAL SHOWERING 11-3/4" ROUND SINGLE FUNCTION RAIN SHOWER
③	DELTA PROCLEAN 1.75 GPM MULTIFUNCTION HAND SHOWER ** DELTA UNIVERSAL SHOWERING COMPONENTS HAND SHOWER WALL SUPPLY ELBOW AND HAND SHOWER HOLDER
④	DELTA HAND SHOWER HOSE 69" ULTRAFLEX HOSE AND GASKETS
⑤	DELTA DORVAL 14 SERIES PRESSURE BALANCED VALVE TRIM WITH INTEGRATED 3 FUNCTION DIVERTER FOR TWO SHOWER APPLICATIONS
⑥	DELTA DORVAL 8-3/16" INTEGRATED DIVERTER TUB SPOUT
⑦	SIGNATURE HARDWARE SITKA 60" X 36" THREE WALL ALCOVE ACRYLIC SOAKING TUB WITH RIGHT DRAIN



1. SHOWER ARM



2. RAIN SHOWER HEAD



7. TUB 60" X 36"
DRAIN PLACEMENT IN PROJECT: RIGHT

PLUMBING ELEVATIONS/DETAILS



COVER SHEET			
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DATE:		4/3/25	

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SCALE:



SHEET:

A-13



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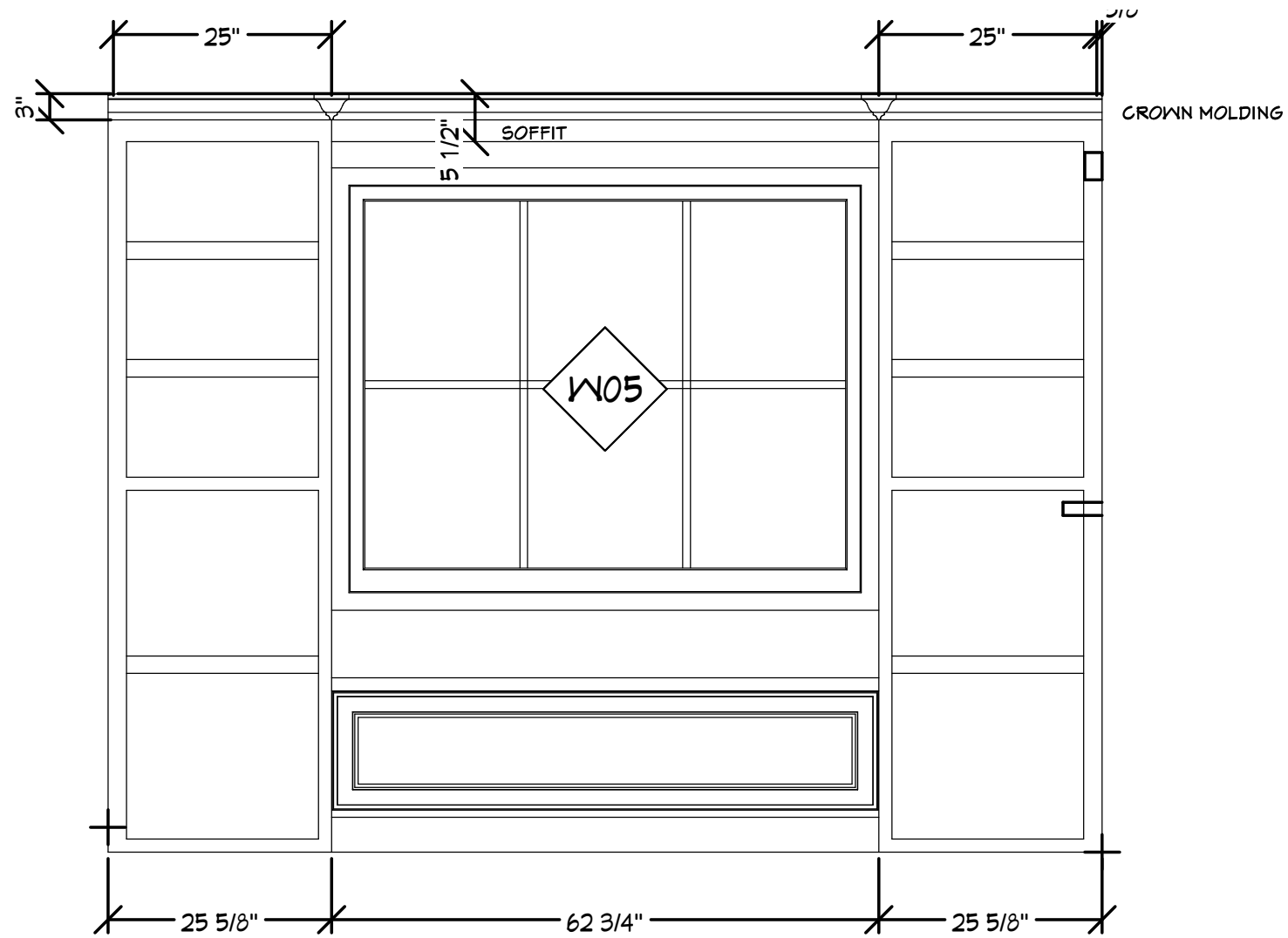
#	REVISED BY	DATE
1	SL	2/14/25
2	SL	2/28/25
3	SL	3/11/25

SCALE:

$$1/8'' = 1'$$

SHEET:

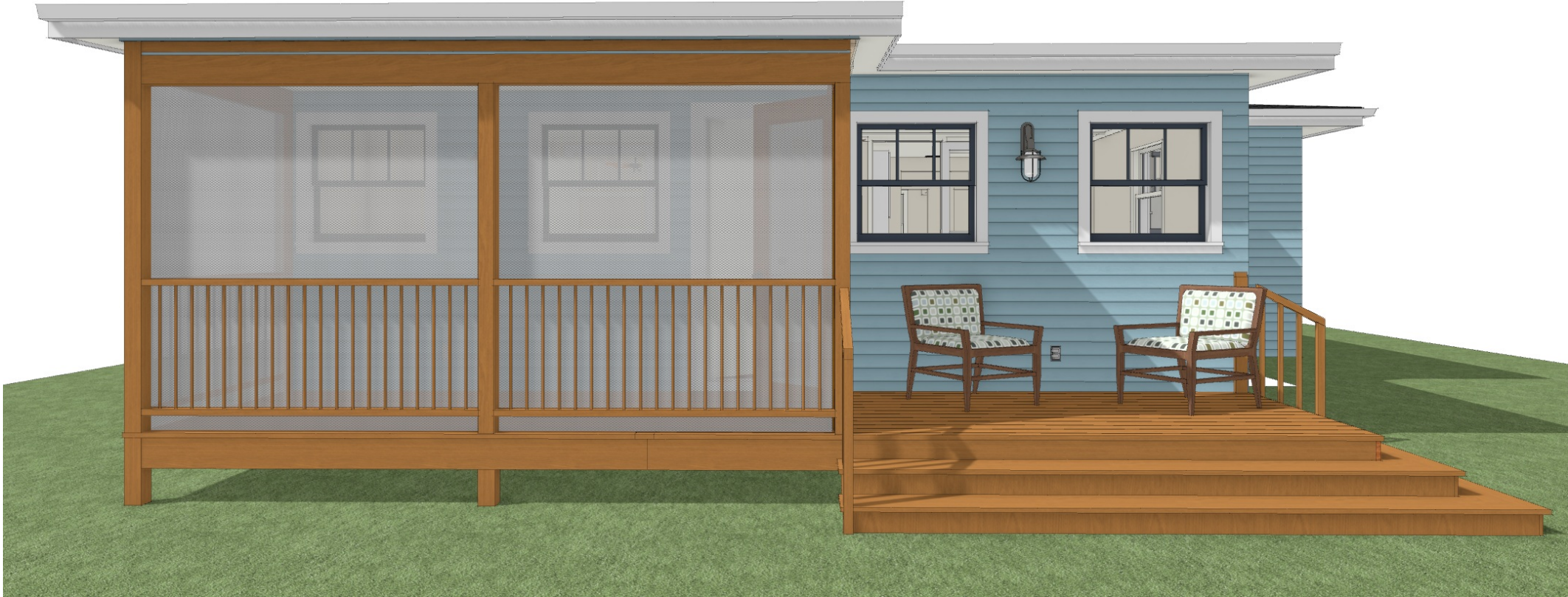
A-14



Eq Elevation 5
5/8 in = 1 ft



BUILT-IN ELEVATION



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REVISION TABLE	
#	DATE

SCALE:



SHEET:

A-15