AGENDA
PLANNING ADVISORY BOARD
REGULAR MEETING
JULY 9, 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 from the PAB Workshop dated June 4, 2025.

3.2 Approval of Minutes for the Regular Meeting of June 11, 2025.

4. OLD BUSINESS

5. NEW BUSINESS

5.1 **PAB 2025-0005 - PRELIMINARY PLAT REQUEST FOR SIX (6) SINGLE-FAMILY HOMES LOCATED AT 420 CITRONA DRIVE**
Applicant: Gillette & Associates, Inc., agent for Coastal Oaks Homes LLC.

6. BOARD BUSINESS

7. STAFF REPORT

8. PUBLIC COMMENT

9. ADJOURNMENT

NEXT PAB REGULAR MEETING IS SCHEDULED FOR AUGUST 13, 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 the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired). All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the Planning Department (904) 310-3135.

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach

SUBJECT:

ITEM TYPE: Zoning Map Amendment < 10 Acres

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Kelly Gibson, Planning and Conservation Director

Katie Newton, Paralegal

Submitted By: Sylvie McCann, Administrative Coordinator

Date: June 17, 2025

DRAFT

AGENDA
PLANNING ADVISORY BOARD
WORKSHOP
JUNE 4, 2025
1:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

1. CALL TO ORDER 1:00 PM

ROLL CALL/ DETERMINATION OF QUORUM

MEMBERS PRESENT:
Richard Doster (Chair)
Daphne Forehand (Vice-Chair)
Mark Bennett
Victoria Robas
Nick Gillette

MEMBERS ABSENT:
Peter Stevenson
Barbara Gingher

OTHERS PRESENT:
Mia Sadler, City Planner
Morgan Ohlendorf, Recording Secretary

2. PLEDGE OF ALLEGIANCE

3. BOARD BUSINESS

3.1 **COMMERCIAL REDEVELOPMENT** - *The Planning Advisory Board, at their Regular Meeting of March 12, 2025, directed staff to set up a Workshop and elected to discuss this matter, being one of their discussion items from their priority list. This topic, having already been discussed in previous Workshops on April 23, 2025, May 7, 2025, and May 21, 2025, was continued to this fourth workshop.*

- *Steps in the Planning Process and Timelines*
  - *Step 2: Preliminary Mapping and Research (Board is HERE!) - Research data to be presented at the meeting.*
- *Next Steps - Step 3: Internal Stakeholders meetings and input including updates to the City Commission*

Chair Doster informed the Board that they should continue going through the planning process. At this point, the Board would need to gain a greater understanding of the properties and history of this area and begin getting input from internal stakeholders.

Ms. Sadler shared data about the properties within the potential overlay. Member Bennett asked that “land area”, “building area”, and “land area to building area ratio” be added to the data.

Vice-Chair Forehand asked to revisit the Comprehensive Plan. Member Robas and Chair Doster agreed that the

Comprehensive Plan should guide the creation of this overlay.

The Board discussed how and when they should involve the affected property owners and other external stakeholders and Member Bennett suggested that the overlay outline should be created before the external stakeholders should be involved.

Vice-Chair Forehand stated again that the Board should focus on the items listed in the Comprehensive Plan. Member Gillette concurred and that they should approach the City Commission and external stakeholders before getting too far into the specifics.

Chair Doster asked how much further defined should this project be before approaching external stakeholders. Member Bennett answered that he believes that more details should be solidified before approaching the Commission.

Julie Ferrera, 501 Date Street, shared that this topic should be brought before the Board in meeting with better notices to the public so that more members of the public are able to attend and provide feedback.

Member Gillette shared that he believes Staff will not be able to fully commit to this project until they have some buy-in from the City Commission and the public.

Kim Wolford, 1315 Broome Street, asked if the Board could add stricter building codes and impervious surface ratios to prevent overdevelopment. The Board answered that they would be following the Comprehensive Plan, which takes these things into account.

Board Members came to an agreement that they believe they have enough information to send this project out to the City Commission and to other external stakeholders.

Ms. Sadler asked for direction about what the Board would like to see in terms of research.

Chair Doster answered that he would like to get a list of all of the property owners within the overlay boundaries, and he would like information about how the 8th Street overlay project engaged the public.

Board Members then discussed the various ways that the 8th Street overlay was distributed, including digital and paper surveys. Vice-Chair Forehand pointed out that during the 8th Street overlay process, there was a two-year timeframe before the Board began the public outreach process.

After concluding that they would like to form a working group with public engagement, the Board directed Staff with the following next steps: that Staff, on behalf of the PAB, create a memo addressed to the City Commission outlining the process of creating the Sadler Road overlay and asking the City Commission to recommend internal and external stakeholders to be part of said working group.

The Board established specific issues they would like to be addressed by this working group and ask Staff to provide some information regarding “building area”, “lot area”, “impervious surface for major developments”, “adjacent residential land uses”, provide an understanding of the language included in a mixed-use overlay, and case studies of other places that have made similar adjustment for redevelopment.

Chair Doster ask that this topic be added as an item of discussion at the next Regular Meeting. He also suggested setting up the next workshop meeting for tentative date of June 25, 2025 at 1:00 p.m.

4. PUBLIC COMMENT

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

5. ADJOURNMENT 2:22 PM

_____ _____

Morgan Ohlendorf, Recording Secretary Richard Doster, Chair

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach

SUBJECT:

ITEM TYPE: Zoning Map Amendment < 10 Acres

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Kelly Gibson, Planning and Conservation Director

Katie Newton, Paralegal

Submitted By: Sylvie McCann, Administrative Coordinator

Date: July 01, 2025

DRAFT

MINUTES
PLANNING ADVISORY BOARD
REGULAR MEETING
JUNE 11, 2025
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

1. CALL TO ORDER 5:00 PM

ROLL CALL / DETERMINATION OF QUORUM

MEMBERS PRESENT:

Richard Doster (Chair)	Victoria Robas
Mark Bennett	Barbara Gingher
Nick Gillette	Peter Stevenson

MEMBERS ABSENT:
Daphne Forehand (Vice-Chair)

OTHERS PRESENT:
Margaret Pearson, Senior Planner
Kelly Gibson, Planning & Conservation Director
Harrison Poole, City Attorney Pro Tem
Mia Sadler, Planner/Recording Secretary

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MEETING MINUTES

3.1 Approval of Minutes for the Workshop meeting of May 7, 2025.

Chair Doster proceeded with motions to approved the following Minutes with no corrections from Board Members.

ACTION TAKEN: A motion was made by Member Stevenson, seconded by Member Robas, to approve the Minutes for the Workshop Meeting of May 7, 2025, as presented.

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

3.2 Approval of Minutes for the Regular Meeting of May 14, 2025.

ACTION TAKEN: A motion was made by Member Stevenson, seconded by Member Robas, to approve the Minutes for the Regular Meeting of May 14, 2025, as presented.

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

3.3 Approval of Minutes for the Workshop meeting of May 21, 2025.

ACTION TAKEN: A motion was made by Member Stevenson, seconded by Member Robas, to approve the Minutes for the Workshop Meeting of May 21, 2025, as presented.

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

4. OLD BUSINESS

4.1 ***THIS CASE WAS WITHDRAWN BY THE APPLICANT ON 6/4/2025 - SEE WITHDRAWAL LETTER ATTACHED***

PAB CASE 2025-0001: RON FLICK AGENT FOR FERNANDINA BEACH REALTY, INC., 3172 S. FLETCHER AVENUE (BEACHSIDE MOTEL)

Requesting a Future Land Use Map amendment from High Density Residential (HDR) to General Commercial (GC) and requesting a Zoning Map change from High Density Residential (R-3) zoning district to the General Commercial (C-2) zoning district for approximately 1.11 acres of land located at 3172 S. Fletcher Avenue and identified as the Beachside Motel.

Margaret Pearson, Senior Planner, noted that the applicant provided a written request to withdraw this case on June 4, 2025.

Member Stevenson asked if we need a motion. Planning Director Kelly Gibson explained that a motion was not needed.

4.2 **PAB CASE 2024-0006: *CITY OF FERNANDINA BEACH*** REQUESTS ADDING A DEFINITION FOR UNDERSTORY TREE IN LDC SECTION 1.07.00 ACRONYMS AND DEFINITIONS, AMENDMENTS TO LDC SECTION 4.05.00 LANDSCAPING, BUFFERS, AND TREE PROTECTION, SPECIFICALLY AMENDING REFERENCES, CORRECTING INVASIVE PLANT LIST, AND INCORPORATING UPDATED FLORIDA-FRIENDLY LANDSCAPING PRACTICES IN SECTIONS 4.05.01 GENERALLY, 4.05.02 APPLICABILITY, 4.05.03 LANDSCAPE MATERIALS STANDARDS, RENUMBERING SECTIONS WHICH FOLLOW AND INCORPORATING PLAIN OR CLARIFYING LANGUAGE IN SECTIONS 4.05.04 REQUIREMENTS FOR LANDSCAPE PLANTS, AND 4.05.05 MINIMUM REQUIREMENTS FOR RESIDENTIAL DEVELOPMENT, AND MODIFYING SECTION 4.05.07 PARKING LOT LANDSCAPE REQUIREMENTS AND MODIFYING SECTION 4.05.13 HARDSHIP RELIEF IN APPLICABILITY TO ONLY LANDSCAPE STANDARDS; *Synopsis: Amends the Land Development Code to modify landscaping sections and subsections contained in Chapter 4.*

Margaret Pearson, Senior Planner, presented the case to add definition and landscaping language to the ordinance. Board Members had reviewed this language a few times and Staff made minor changes to define understory trees and amend trees as it relates to height. Mrs. Pearson explained that this is an official recommendation to the City Commission.

Margaret Kirkland, 1377 Plantation Point Drive, speaking on behalf of Conserve Nassau, noted that she was in favor of defining terms; however, was also concerned with reducing buffers and using understory trees instead of canopy trees. She emphasized that canopy trees protect us from wind, water, heat, and flooding. She also voiced concern about the loss of canopy trees.

Member Stevenson provided insight that the request to update this definition was originally initiated during the Centre Street revitalization and reinforced the need for an alternative such as understory trees. Mrs. Kirkland and Member Stevenson continued discussing the definition and its implication.

Member Robas brought up a comment made by Commissioner Ayscue during the May 6th, 2025, regular meeting of the City Commission, asking for an explanation on how our landscaping code meets state requirements regarding tree removal. Mrs. Pearson explained that the removals do meet state requirements and Mrs. Gibson further explained the areas of the code in which it is described.

ACTION TAKEN: A motion was made by Member Gillette, seconded by Member Stevenson, to recommend approval of PAB case 2024-0006 to the City Commission requesting LDC Text Amendments with the noted amendments by Staff along with the amendments proposed by Board Members; AND that PAB case 2024-0006 is sufficiently compliant with the Comprehensive Plan and Land Development Code to be approved at this time.

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

4.3 **PAB CASE 2024-0010:** ***CITY OF FERNANDINA BEACH*** REQUESTS TO MODIFY STANDARDS FOR PLANNED UNIT DEVELOPMENT (PUD) OVERLAY AS PROVIDED IN SECTION 4.03.01 STANDARDS FOR PLANNED UNIT DEVELOPMENT (PUD) OVERLAY BY REVISING PURPOSE, CHARACTERISTICS, DESIGN REQUIREMENTS AND SITE STANDARDS; *Synopsis: Amends the Land Development Code to modify standards for allowing Planned Unit Developments.*

In order to accommodate citizens' request to speak, this item was moved to the end of the list of Business items at 7:02 p.m.

Mrs. Gibson presented the Staff Report Analysis and explained that there has been a lot of research and discussion on this topic, but because of a lack of alignment by the Board, the City Commission requested that this comes back to the PAB to be reconsidered. Mrs. Gibson pointed out parts of the amendments for the Board to focus on and recommended approval.

Member Gillette discussed the implications of the PUD's minimum acreage and voiced support for no acre minimum but after mulling it over conceded that a minimum of 0.75 acres would provide increased flexibility. Member Bennett recommended one (1) acre to keep it simple and levelled. Member Gillette and Member Bennett went on discussing pros and cons of PUD size requirements.

Although Member Gillette brought up the positive aspects benefiting adjacent communities, Member Bennett voiced concern about setbacks in residential areas and PUDs and suggested that there should be some protection for the owners of existing residential properties. Chair Doster explained that the Board would have input and that developers could be more creative.

Mrs. Gibson explained how PUDs could address the community at large through creative solutions.

Mr. Poole suggested that updates to proper notice requirements would also need to be amended within the LDC.

Member Robas voiced support for at least one (1) acre minimum.

Chair Doster revisited the point regarding acreage being either 0.75 or one (1) acre to which Member Bennett emphasized his support to the 1-acre option.

Member Stevenson suggested that Staff could provide more statistical data to help assess that minimum number. Mrs. Gibson explained the self-filtering nature of the amendment which was created. She affirmed that the PAB will be greatly involved in the planning process of PUDs along with responses to public comments and input regarding any future PUD projects.

Member Robas reiterated that although she originally voted for no minimum, she now believes that a minimum should be at 1 acre.

Member Gillette noted that there aren't a lot of remaining undeveloped non-government parcels that are 1-acre or more. Mr. Poole pointed out that, as it is written, this change does not increase the density.

Member Robas brought back her concern of a minimum acres if applied with the Tringali property. Member Gillette

noted that that property would be over one (1) acre.

The Board then proceeded with a motion to recommend a .75 acreage minimum.

ACTION TAKEN: A motion was made by Member Gillette, seconded by Member Stevenson, to recommend approval of PAB case 2024-0010 to the City Commission requesting LDC Text Amendments with the noted amendments by Staff and the ones proposed by the Board Members to amend the minimum acreage standard for PUD to 0.75 acre and updating the public notice requirements ; AND that PAB case 2024-0010 is sufficiently compliant with the Comprehensive Plan and Land Development Code to be approved at this time.

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

Member Gingher	**Aye**
Member Robas	**Nay (because of the acreage amendment)**
Member Stevenson	**Aye**
Member Bennett	**Nay (because of the acreage amendment)**
Member Gillette	**Aye**
Chair Doster	**Aye**

Motion carried.

Mrs. Gibson noted that this recommendation will potentially be heard by the City Commission at their 2nd regular meeting of July 2025.

At this point, the Board moved to Board Business item 6.1.

5. NEW BUSINESS

5.1 PAB 2025-0004 - FINAL REPLAT REQUEST - KINGDOM MINISTRY - LOT 8 BLOCK 233, S. 13TH STREET

Final subdivision replat review for the creation of 7 lots.

At this time, Member Gillette recused himself from this case.

Member Stevenson asked Mr. Gillette a question about green fields being developed. Mr. Gillette explained that it is an undeveloped piece of property. Member Stevenson then stated that he would like to know how much tree coverage will be lost with this project.

Mrs. Pearson introduced the Staff Report Analysis explaining that this plat contains 7 lots and will consist of 6 town homes and 1 single family unit. She added that this was reviewed and approved at a May 2025 Technical Review Committee (TRC) based on cohesiveness with the existing Land Development Code and Comprehensive Plan. Staff recommended approval.

Frank and Linda Cacciapouti, 907 Vernon Street, live across the street from the empty lot and are concerned with orientation, removal of trees, form of the structure as well as road access.

Shawna McKinnerney, 817 Vernon Street, voiced concern about drainage and flooding on this street with continued development. She is opposed to the development without an extensive drainage system.

Tom Wilson, 816 Vernon Street, lives adjacent to the property. He is concerned with the parking requirements and that already, people are filling up public parking spaces and parking on the grass. He also voiced the fact that there are no sidewalks on the street, that the drainage is bad, and that no one has a plan to address these problems.

Netherland Wilson, 816 Vernon Street, commented that she has lived in the area for over 20 years and emphasized

the fact that her tax dollars over these years should have been applied for infrastructure and that as of now there are no sidewalks. She also noted that this is a historically African American neighborhoods and has always lacked infrastructure improvements.

Jay Mock, 1934 Sunrise Drive, owner, and Alex Bolton, Gillette & Associates, agent for the owner, were present to answer questions. Mr. Mock stated that he relies mainly on Staff Report recommendations. Mr. Bolton spoke in relation of the site plan and there is no elevations. Mr. Bolton spoke of an on-site drainage plan using an easement and a dry swale. He also noted that tree mitigation would be performed per individual lots.

Member Robas asked if wetlands are present nearby. Stevenson asked about tree removal, retainage, and mitigation. Mr. Bolton explained the landscaping plan.

Mrs. Pearson confirmed that this was approved by TRC and has been reviewed by Planning, Stormwater, and the arborist. She also pointed out that there is parking on site with four access points and that there is a requirement to install sidewalks.

Member Robas asked about flooding issues that were brought up during Public Comments. Mrs. Pearson mentioned that the drainage for this property must be maintained on site and that the Board is not required to look at issues beyond the scope of the project. It was noted that any concern about stormwater or flooding issues could be addressed directly with the City's Stormwater Director Andre Desilet.

Members of the public raised questions regarding the ratio of tree removal, considering that most trees are located on one side of the proposed plat, and the price structure of the townhomes.

Tiana Christner, 406 Beech Street, asked about the density on the R-2 lots. She also questioned the structures and the forms they will take. She explained and questioned the stipulations around the diameter at breast height (DBH). Mrs. Gibson explained the tree mitigation ordinance and landscaping requirements.

ACTION TAKEN: A motion was made by Member Bennett, seconded by Member Robas, to recommend approval of PAB case 2025-0004 to the City Commission requesting that a Final Plat for property located at Lot 8 Block 233 S. 13th Street be approved, and that PAB case 2025-0004, as presented, is sufficiently compliant with the Comprehensive Plan and Land Development Code to be approved at this time.

Vote upon passage of the motion was taken by ayes and nays, being as follows:

Member Gingher	**Aye**
Member Robas	**Aye**
Member Bennett	**Aye**
Member Stevenson	**Nay**
Chair Doster	**Aye**

Motion carried.

5.2 **PAB CASE 2025-0006:** ***CITY OF FERNANDINA BEACH*** REQUESTS AMENDMENTS TO LDC SECTION 7.01.04 PARKING STANDARDS AND PARKING LOT DESIGN TO AFFIRM PARKING MAXIMUM REQUIREMENTS, TO ENABLE A FEE IN LIEU FOR PARKING WITHIN THE 8TH STREET MIXED USE OVERLAY/(MU-8) ZONING, ADDING CLARIFYING LANGUAGE, INCORPORATING STANDARDS FOR BARBER SHOPS, BEAUTY SALONS, NAIL SALONS, SKINCARE, OR TATTOO PARLORS, AND MODIFYING THE STANDARDS FOR MEDICAL OFFICES AND CLINICS; *Synopsis: Amends the Land Development Code to modify parking standards and requirements for specific uses.*

At this point, Member Gillette returned as a voting member.

Mrs. Pearson presented the case and the proposed changes to the LDC previously discussed.

Board Members had further discussion.

ACTION TAKEN: A motion was made by Member Bennett, seconded by Member Gillette, to recommend approval of PAB case 2025-0006 to the City Commission requesting LDC Text Amendments as presented; AND that PAB case 2025-0006 is sufficiently compliant with the Comprehensive Plan and Land Development Code to be approved at this time.

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

5.3 **PAB CASE 2025-0007: *CITY OF FERNANDINA BEACH*** REQUESTS MINOR TEXT AMENDMENTS TO ADD TERMS IN LDC SECTION 1.07.00 ACRONYMS AND DEFINITIONS TO DEFINE HEALTH STUDIOS, PERSONAL TRAINER, RESIDE/ OWNER OCCUPIED, ROOFTOP GARDEN, AND AMENDING LDC SECTION 3.03.03 DEVELOPMENT WITHIN WETLANDS TO EXEMPT W-1 (WATERFRONT MIXED USE) PROPERTIES FROM WETLAND BUFFER REQUIREMENTS.

Mrs. Gibson presented the Staff Report Analysis for minor text amendments to further clarify language and definitions in the Land Development Code, and recommended approval.

Member Bennett questioned some language regarding "place of business" under the Personal Trainer definition, but Mrs. Gibson affirms that this was taken directly from FL state statutes. Member Gingher mentioned that there are personal trainers everywhere on the island and that they do not train people in their homes. Further discussion ensued by Board members regarding this definition.

Member Gillette questioned the rooftop garden and the 50% specification and mentioned they could be constructed for view-corridors. Both Mrs. Gibson and Mrs. Pearson explained that 50% came from a professional article which discussed a professional standard in the planning field and that the goal is to leave it somewhat open while still providing parameters to meet minimum landscape requirements.

Further discussion with Board members and Staff ensued to justify the rooftop garden language and proposed standards.

Chair Doster suggested a change to the language for Health Studio with "health studio means any person rather than business" and also make a change to Personal Trainer language to note that they might have a private business space.

Member Robas supported the small changes requested by Chair Doster and Member Bennett in order to move forward.

Member Stevenson questioned OT-2 and its compatibility with low intensity health studios and other commercial uses. Mrs. Gibson explained another area of code that is being revised regarding development within wetlands. In the past, the city required an exemption for properties in the W-1 zoning district, in the CRA, and on the waterfront. She explains some history regarding this case.

Member Robas asked about the difference between W-1 and I-W to which Mrs. Gibson explained W-1 is for Waterfront zoning and I-W is for Industrial Waterfront zoning.

Member Gillette asked Staff why we would require 50 feet from a natural waterbody. Mrs. Gibson explained the facts of erosion concerns and wildlife considerations and that this language has been here for a long time.
Member Gillette and Mrs. Gibson proposed discussing the potential impact this change would have on various properties in the City at a later date.

Member Stevenson strongly emphasized his concern and desire to address the issues with the Waterfront.

ACTION TAKEN: A motion was made by Member Robas seconded by Member Stevenson, to recommend approval of PAB case 2025-0007 to the City Commission requesting LDC Text Amendments with the noted amendments by Staff as presented; AND that PAB case 2025-0007 is sufficiently compliant with the Comprehensive Plan and Land Development Code to be approved at this time with the added two amendments proposed by the Board Members.

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

Member Gingher	**Aye**
Member Robas	**Aye**
Member Bennett	**Aye**
Member Stevenson	**Aye**
Member Gillette	**Nay**
Chair Doster	**Aye**

Motion carried.

5.4 **PAB 2025-0008 - *CITY OF FERNANDINA BEACH*** REQUEST LAND DEVELOPMENT CODE (LDC) TEXT AMENDMENT TO SECTIONS 9.01.00 REQUIREMENT FOR ALL BOARDS AND COMMISSIONS, 9.03.00 HISTORIC DISTRICT COUNCIL, 9.02.00 PLANNING ADVISORY BOARD, 9.04.00 BOARD OF ADJUSTMENT - ORDINANCE 2025-XX AMENDING THE LAND DEVELOPMENT CODE SECTION 9.01.06(B) QUORUM AND VOTING AND 9.03.01(B) MEMBERSHIP REMOVING ALTERNATES FROM THE HISTORIC DISTRICT COUNCIL TO ESTABLISH A SEVEN REGULAR MEMBER COUNCIL, AND MERGING THE ROLES OF THE PLANNING ADVISORY BOARD AND BOARD OF ADJUSTMENT BY AMENDING LDC SECTIONS 9.02.00 AND 9.04.00; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends the Land Development Code to establish the Historic District Council Membership to seven (7) Voting Members and eliminating the Alternate Status and combines the roles and duties of the Planning Advisory Board and Board of Adjustment into a single board to be named as the "Planning and Adjustment Board."*

Mrs. Gibson presented the Staff Report Analysis and explained that this case is two-fold with the first amendment request to review a change to the Historic District Council being a five (5) voting member Board to a seven (7) voting member Board and eliminate the two (2) Alternate status. The second amendment request was initiated by the City Commission and is to evaluate the possibility of combining the Planning Advisory Board (PAB) and the Board of Adjustment (BOA) in roles, duties, and functions. She also restated that the rules, responsibilities, and appointment of members would continue to function as the PAB.

Chair Doster proceeded to open the Public Comments.

Margaret Davis, current Member of the BOA voiced strong opposition to this proposal to merge the two boards because she feels the two boards serve the community in different ways and delved into both functions.

Member Stevenson asked if the concern was that the merging of the two Boards could create additional legal issues that could result in a greater number of poor actions. Mrs. Davis answered that it depends on each case and application. She elaborated on the implications of the quasi-judicial proceedings.

Genece Minshew, current City Commissioner, provided context about the City Commissions' decision to pursue a combination of the two (2) Boards. She strongly endorsed the HDC changes from 5 to 7 voting members. She then explained the reasoning behind the request being the concern about efficiency and effectiveness and noted a short cost saving analysis. She talked about other boards being combined or sunsetted. She expressed the need for more analysis and conversation, especially given current litigation. Commissioner Minshew asked the Board to consider

separating the issues and approving the HDC requested change and continuing the discussion about combining the BOA and PAB. She suggested that Staff, the City Manager, and City Attorneys discuss this request further.

Member Stevenson thanked the commissioner for her comment. He stated that although this change is technically possible, it is not logistically possible. He explained his views of the BOA being a resource to the community and stated that the potential savings would not be worth losing the resource.

Commissioner Minshew asked the Board to pause this one request and let the commissioners and City Staff discuss.

Member Robas voiced concern about both BOA and PAB Boards not receiving input regarding this potential change, no formal communication from the source was ever initiated, and that it is unfortunate that Board members have had no input into that request.

Commissioner Minshew apologized and will instruct the City Manager to increase communication. She asked again for the PAB to take a pause on this request.

Member Robas agreed and suggested looking at the pros and cons and further discussing the impact of this change for the City as a whole. She also pointed out that each of Nassau County Planning Board members gets a $150 stipend for each meeting. She would welcome the opportunity to meet with the City Manager to discuss this further.

Minshew clarified that she would like the Board to approve the requested change regarding the HDC amendment and pause or deny the amendment regarding the merging of the PAB and BOA.

Member Bennett mentioned that the board needs to hear all the public comments before opening the board discussion.

Public Comments were opened.

Len Kreger, current member of the BOA, echoed comments from Mrs. Davis and elaborated on some other points. Mr. Kreger emphasized that it is a terrible idea to combine the two boards, and it is frustrating that this came up without any discussion with the board members.

Margaret Kirkland, 1377 Plantation Point Drive, on behalf of Conserve Nassau, agreed that the HDC change should be made. Although she respects the work of the PAB and believes that it is important to the city, she also believes that combining the PAB and BOA would be a huge mistake.

Chair Doster closed the Public Comments.

Member Bennett voiced concern that making the change to merge the PAB and BOA would create a conflict of interest as the Board would be making decisions on cases that concern rules that said Board has recommended. He noted that he would be voting no on the merging of the two boards. He also noted that he supports the changes relating to the HDC.

Member Stevenson agreed with Commissioner Minshew's recommendation and would like to get more factual data about the decision process.

Member Gillette agreed with Commissioner Minshew. He noted that he was weary of discussing such a change while pending litigations are still active and voiced that it is the wrong time to talk about this action.

Member Bennett does not want to pause this decision and will vote.

Member Gingher echoed what Minshew said about staff being involved in a continued discussion.

Commissioner Minshew returned to the podium and advised the Board Members to do what they feel is comfortable.

Chair Doster asks Mr. Poole how to proceed with the motions and voting. Mr. Poole advised on how to motion on the two separate amendments.

ACTION TAKEN: A motion was made by Member Robas, seconded by Member Bennett, to recommend Approval of PAB case 2025-0008 to the City Commission requesting LDC Text Amendments relating to establish the Historic District Council Membership to seven (7) Voting Members and eliminating the Alternate Status; AND that PAB case 2025-0008, as presented is sufficiently compliant with the Comprehensive Plan and Land Development code to be approved at this time; AND to recommend Denial of PAB case 2025-0008 to the City Commission relating to combining the roles and duties of the Planning Advisory Board and Board of Adjustment into a single board to be named as the "Planning and Adjustment Board"; AND that PAB case 2025-0008, as presented is not sufficiently compliant with the Comprehensive Plan and Land Development code to be approved at this time.

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

At this time, Item 4.2 was presented.

6. BOARD BUSINESS

6.1 Board Discussion - Coastal High-Hazard Areas (CHHA)

Mrs. Pearson stated that she believes this has been addressed. Member Stevenson clarified that this is defined in the Comprehensive Plan and the Land Development Code. Mrs. Gibson stated that it complies with state statutes and further explains what CHHA is but Member Bennett commented that this should be further defined.

Member Stevenson read the definition of CHHA from the Comprehensive Plan and Mrs. Gibson reminded Member Bennett that this is based directly on state statutes and scientific models.

6.2 Summary of Subcommittee Findings to Date - Sadler Road Overlay

Mrs. Pearson provided a presentation about the progress of the subcommittee relating to the development of the Sadler Road overlay.

Member Stevenson questioned how the City can involve the County in this project. Chair Doster mentioned that the County can be included in this planning process.

Member Bennett said that the working group meetings are helpful, and he believes people will continue to come to meetings and become part of the group.

Chair Doster mentioned that another workshop will be held and inquired when the draft memo would be available to be reviewed by the Board. Mrs. Gibson asked if the Board would want to review it during a regular meeting of the PAB or if the draft memo could be provided to each Board Member and then sent to the City Commission with any edits provided by each Board Member. Member Gillette noted that the memo should be sent to Chair Doster and upon his approval, it should be sent to the Commission. Mrs. Gibson affirmed that she could have this available next week. Once approved by the Board it will be delivered to the City Commission as a memo.

Chair Doster brought up Member Bennett's memo which is entered into the record. Member Bennett then introduces his material regarding 1.05.04 and changes to LDC Sections 1.03.4 and 1.03.05. He then suggested setting up a timeframe for owners to present potential plans for the development of their property, especially relating to separating parcels. Member Bennett suggested this should be further discussed as an item at a future regular meeting.

Further discussion incurred about homestead exemption attached to property that would potentially be separated and not qualify for the exemption once separated, then having to pay regular City property tax rate.

Members Robas and Gingher questioned this proposal vs. property rights and asked Member Bennett to clarify the proposed

requirement better.

Mr. Poole interjected to clarify how he understood Member Bennett proposal in practice and state the following: that "…the mechanism to amend the portion of the code that recognizes the underlying platted substandard lot of records for the 25 ft lot of record as a building lot, but in order to preserve this status, the lot must have been assigned a separate tax parcel ID number by a certain date."

Member Bennett commented that this is something the board may want to think about and possibly consider in the future.

7. STAFF REPORT

8. PUBLIC COMMENT

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

9. ADJOURNMENT 8:12 PM

_____ _____

Mia Sadler, Recording Secretary Richard Doster, Chair

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach

SUBJECT:

ITEM TYPE: Preliminary Subdivision Plat

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Kelly Gibson, Planning and Conservation Director

Katie Newton, Paralegal

Date: May 20, 2025

Submitted By: Morgan Ohlendorf, Planning Technichian

Print

Planning Advisory Board (PAB) - Submission #16200

Date Submitted: 5/19/2025

Planning Advisory Board (PAB) Application

USE THIS FORM TO Request actions to affect changes to property (zoning changes, annexations, allowable uses, subdivisions).

Fees

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

- ☐ Zoning Map Amendment (≤ 10 acres $2,500 / > 10acres $5,000)
- ☐ Land Use Map Amendment (≤ 10 acres $2,500 / > 10acres $5,000)
- ☐ LDC Text Amendment ($1,500)
- ☐ Comp Plan Amendment ($5,000)
- ☐ Subdivision Plat – Preliminary (≤ 20 units $3,000 / > 20 units $5,000)
- ☐ Subdivision Plat – Final ($1,500)
- ☐ Vacation of R.O.W. ($3,500)
- ☐ Small Cell Outside R.O.W. (per application) ($500)
- ☐ Voluntary Annexation ($2,000)
- ☐ Development of Regional Impact: Amend Development Order ($1,500)
- ☐ New Telecommunications Structure ($2,500)
- ☐ Revision to each PAB Application $400

2025 Submission Deadlines + Meetings Calendar

Application Deadline (4:30pm)	Nov 01 2024	Nov 27 2024	Jan 02 2025	Jan 29 2025	Feb 26 2025	Apr 02 2025	Apr 30 2025	May 28 2025	July 02 2025	July 30 2025	Aug 27 2025	Oct 01 2025	Oct 29 2025	Dec 03 2025
Meeting Date	Dec 11 2024	Jan 08 2025	Feb 12 2025	Mar 12 2025	Apr 09 2025	May 14 2025	June 11 2025	Jul 09 2025	Aug TBD 2025	Sep 10 2025	Oct 08 2025	Nov 12 2025	Dec 10 2025	Jan 14 2026

IMPORTANT NOTES

Pre-Application Meeting

To guide you through the process and ensure that your application is understood and properly processed, you'll need to meet with a City Planner prior to submitting your application. Completed applications are due 42 days prior to the Planning Advisory Board meeting date.

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

- ☐ LDC Text Amendment – see LDC Section 11.01.08.
- ☐ Preliminary Subdivision Plat – see LDC Section 11.01.05.
- ☐ Final Subdivision Plat – LDC Section 11.01.05.
- ☐ Zoning Map Changes – See LDC Section 11.01.07.

The LDC is available for review at

www.fbfl.us/LDC

Application Requirements

- ☐ A complete application filed at least forty-two (42) days before the date of the Planning Advisory Board's public hearing;
- ☐ Proof of Ownership (copy of deed or tax statement);
- ☐ A current survey of the property (no older than two years);
- ☐ If applying as an agent, Owner's Authorization for Agent Representation form needs to be signed/ notarized and included in application;
- ☐ A detailed letter of intent stating the following:
- ☐ o The consistency of the proposed amendment(s) or action(s) with the City's Comprehensive Plan.
- ☐ o A justification for the proposed amendment(s) or action(s).

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

Yes

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

7/11/2024

If you have yet to have a pre-application meeting, please choose a date and time to schedule your meeting now. Every Tuesdays are reserved for pre-application appointments.*

mm/dd/yyyy hh:mm am/pm

PROPERTY INFORMATION

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

Site Address*

420 Citrona Drive

City*

Fernandina Beach

State*

FL

Zip*

32034

Parcel ID #(s)*

00-00-31-1180-0015-0000

Lot* 15

Block* 233

Subdivision* Citrona Estates

Zoning District*

R-1

Future Land Use Designation*

Low 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.

REVIEW TYPE*

- [ ] Zoning Map Amendment ≤ 10 acres
- [ ] Zoning Map Amendment > 10 acres
- [ ] LDC Text Amendment
- [ ] Comp Plan Amendment
- [x] Subdivision Plat – Preliminary ≤ 20 units
- [ ] Subdivision Plat – Preliminary > 20 units
- [ ] Subdivision Plat – Final
- [ ] Vacation of R.O.W.
- [ ] Voluntary Annexation
- [ ] Revision to PAB Application

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name* WR

Last Name* Howell

Company (if applicable) Coastal Oaks Homes, LLC

Mailing Address* 12443 San Jose Blvd, Ste. 504

City* Jacksonville

State* FL

Zip* 32223

Telephone Number* 9042282977

Email Address* david@coastallegacyhomes.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

First Name

Asa

Last Name

Gillette

Mailing Address

31 South 4th Street, Suite 1

City

Fernandina beach

State

Fl

Zip

32034

Telephone Number

904-261-8819

E-mail Address

nick@gilletteassociates.com

PROJECT INFORMATION

Previous Planning/Zoning Approvals

TRC # 2025-0002 under review

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

Preliminary Plat for Citrona Estates- 6 single family residential lots

Certification*

- [x] 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.
- [x] I acknowledge that I understand and have complied with all of the submittal requirements and procedures.
- [x] 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 may install a Notice of Hearing sign on the property 14 days before the scheduled heating 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 First Name*

Asa

Applicant Last Name*

Gillette

Today's Date*

5/19/2025

Upload Supporting Documentation*

16625-PLAT.pdf

Upload 2

letter of intent plat.pdf

Upload 3

agent auth.pdf

Upload 4

deed.pdf

DEPARTMENT OF PLANNING & CONSERVATION

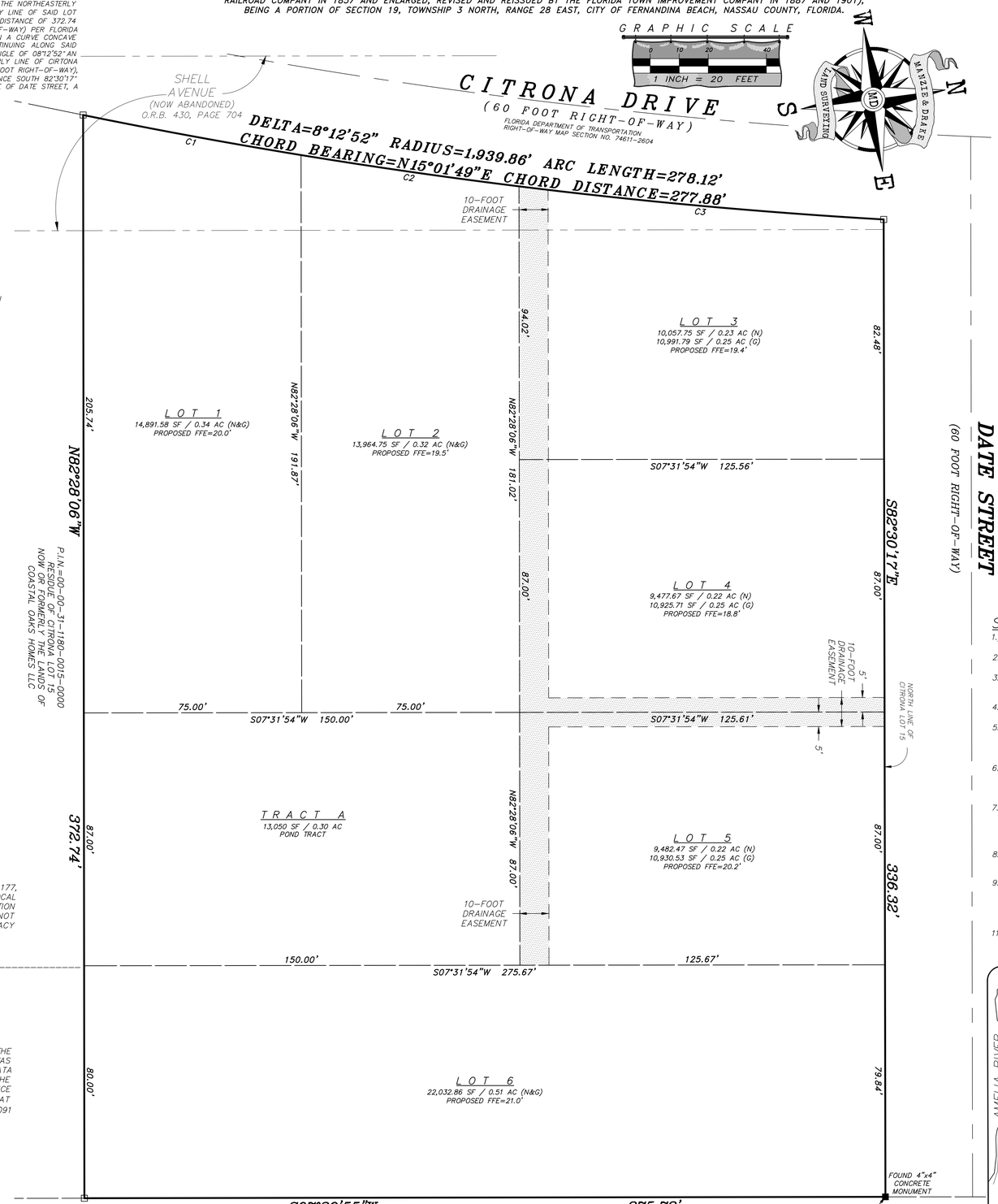
204 Ash Street | Fernandina Beach, Florida 32034 | 904 310-3480 | www.fbfl.us/planning

CITRONA ESTATES

OFFICIAL RECORDS BOOK_____ PAGE_____

SHEET 1 OF 1 SHEET

A REPLAT OF A PORTION OF CITRONA LOT 15 AND A PORTION OF SHELL AVENUE, THE CITY OF FERNANDINA BEACH (FORMERLY NAMED FERNANDINA), NASSAU COUNTY, FLORIDA, AS SHOWN 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), BEING A PORTION OF SECTION 19, TOWNSHIP 3 NORTH, RANGE 28 EAST, CITY OF FERNANDINA BEACH, NASSAU COUNTY, FLORIDA.



CAPTION:

LEGAL DESCRIPTION (CAPTIONED LANDS)
ALL THAT CERTAIN LOT, PIECE OR PARCEL OF LAND SITUATE, LYING AND BEING IN THE CITY OF FERNANDINA BEACH, COUNTY OF NASSAU AND STATE OF FLORIDA, AND KNOWN AND DESCRIBED ON THE OFFICIAL PLAT OF SAID CITY, AS ENLARGED, REVISED, AND REISSUED BY THE FLORIDA TOWN IMPROVEMENT COMPANY IN 1901 AS:

A PORTION OF LOT NUMBERED FIFTEEN (15) OF CITRONA, AS RECORDED IN OFFICIAL RECORDS BOOK 30, PAGE 259, AND THAT CERTAIN ABANDONED RIGHT-OF-WAY AS DESCRIBED IN OFFICIAL RECORDS BOOK 430, PAGE 704, ALL OF THE PUBLIC RECORDS OF NASSAU COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGIN AT THE NORTHEASTERLY CORNER OF CITRONA LOT 15 AFOREMENTIONED AND RUN SOUTH 07°29'55" WEST ALONG THE EASTERLY LINE OF SAID LOT NUMBERED FIFTEEN (15) OF CITRONA, A DISTANCE OF 275.72 FEET; THENCE NORTH 82°28'06" WEST, A DISTANCE OF 372.74 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF CITRONA DRIVE (A 60.00 FOOT RIGHT-OF-WAY) PER FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY MAP SECTION NO. 74611-2604; SAID POINT BEING ON A CURVE CONCAVE TO THE WESTERLY HAVING A RADIUS OF 1939.86 FEET; THENCE IN A NORTHERLY DIRECTION CONTINUING ALONG SAID EASTERLY RIGHT-OF-WAY LINE AND ALONG THE ARC OF SAID CURVE, PASSING THROUGH A CENTRAL ANGLE OF 08°12'52" AN ARC DISTANCE OF 278.12 FEET TO WHERE SAID RIGHT-OF-WAY LINE IS INTERSECTED BY THE NORTHERLY LINE OF CIRTONA LOT 15 AFOREMENTIONED BEING ALSO THE SOUTHERLY RIGHT-OF-WAY LINE OF DATE STREET (A 60.00 FOOT RIGHT-OF-WAY), THE AFORESAID ARC HAS A CHORD DISTANCE OF 277.88 FEET THAT BEARS NORTH 15°01'49" EAST; THENCE SOUTH 82°30'17" EAST ALONG THE NORTHERLY LINE OF CITRONA LOT 15 AND ALONG THE SOUTHERLY RIGHT-OF-WAY LINE OF DATE STREET, A DISTANCE OF 336.32 FEET TO THE POINT OF BEGINNING.

CONTAINING 2.22 ACRES, MORE OR LESS.

COUNTY TAX COLLECTOR CERTIFICATE

TAX IDENTIFICATION NUMBER: 00-00-31-1180-0015-0000

I, THE UNDERSIGNED, DO HEREBY AFFIRM THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, THERE ARE NO UNPAID REAL PROPERTY TAXES APPLICABLE TO THE LANDS SUBJECT TO THIS PLAT:

SIGNED THIS _____ DAY OF _____, A.D. 2025.

_____
TAX COLLECTOR
NASSAU COUNTY, FLORIDA

CLERK'S CERTIFICATE

I HEREBY CERTIFY THAT THIS PLAT HAS BEEN EXAMINED AND THAT IT COMPLIES IN FORM WITH CHAPTER 177.061, FLORIDA STATUTES, AND IS FILED FOR RECORD IN OFFICIAL RECORDS BOOK _____, PAGE _____, OF THE PUBLIC RECORDS OF NASSAU COUNTY, FLORIDA.

THIS _____ DAY OF _____, A.D. 2025.

_____
CLERK OF THE CIRCUIT COURT

DIRECTOR OF EMERGENCY SERVICES CERTIFICATE

THIS IS TO CERTIFY THAT THE ABOVE PLAT HAS BEEN APPROVED BY THE DIRECTOR OF EMERGENCY SERVICES OF THE CITY OF FERNANDINA BEACH, FLORIDA.

THIS _____ DAY OF _____, A.D. 2025.

_____
DIRECTOR OF EMERGENCY SERVICES

ZONING CERTIFICATION

I HEREBY CERTIFY THAT THIS PLAT HAS BEEN EXAMINED BY ME AND IS IN COMPLIANCE WITH THE ZONING RULES AND REGULATIONS OF THE CITY OF FERNANDINA BEACH, NASSAU COUNTY, FLORIDA, CURRENTLY IN EFFECT.

THIS _____ DAY OF _____, A.D. 2025.

_____
DIRECTOR OF PLANNING

APPROVED FOR THE RECORD:

THIS IS TO CERTIFY THAT THIS PLAT HAS BEEN APPROVED BY THE CITY MANAGER OF THE CITY OF FERNANDINA BEACH, NASSAU COUNTY, FLORIDA.

WITNESS BY SIGNATURE THIS _____ DAY OF _____, A.D. 2025.

_____
CITY MANAGER

MAYOR CERTIFICATE:

THIS PLAT HAS BEEN EXAMINED AND IS HEREBY ACCEPTED AND APPROVEDBY THE CITY COMMISSION OF FERNANDINA BEACH, NASSAU COUNTY, FLORIDA, PURSUANT TO A RESOLUTION OF SAID COMMISSION ADOPTED THIS _____ DAY OF _____, A.D., 2025.

BY: _____ ATTEST: _____
MAYOR CITY CLERK

CERTIFICATE OF REVIEW BY CITY EMPLOYED / CONTRACTED SURVEYOR

I HEREBY CERTIFY THAT I HAVE REVIEWED THIS PLAT FOR CONFORMITY TO CHAPTER 177, F.S., AND THAT I AM EMPLOYED BY OR UNDER CONTRACT TO THE APPROPRIATE LOCAL GOVERNING BODY AND ACTING HERETO AS AN AGENT THEREOF. THIS LIMITED CERTIFICATION AS TO FACIAL CONFORMITY WITH THE REQUIREMENTS OF CHAPTER 177, F.S., IS NOT INTENDED TO BE AND SHOULD NOT BE CONSTRUED AS A CERTIFICATION OF THE ACCURACY OR QUALITY OF THE SURVEYING / MAPPING REFLECTED ON THIS PLAT.

_____ _____
SURVEYOR / MAPPER DATE
H. BRUCE DURDEN, JR.
FLORIDA REGISTRATION No. LS 4707

SURVEYOR'S CERTIFICATE

THIS IS TO CERTIFY THAT THIS PLAT IS A TRUE AND CORRECT REPRESENTATION OF THE LANDS SURVEYED, PLATTED AND DESCRIBED IN THE CAPTION; THAT THE SURVEY WAS MADE UNDER MY RESPONSIBLE DIRECTION AND SUPERVISION; THAT THE SURVEY DATA COMPLIES WITH ALL THE REQUIREMENTS OF CHAPTER 177, FLORIDA STATUTES; THAT THE SURVEY AND LEGAL DESCRIPTION ARE ACCURATE; THAT PERMANENT REFERENCE MONUMENTS (P.R.M.'s) HAVE BEEN SET ACCORDING TO CHAPTER 177.091 (7); AND THAT PERMANENT CONTROL POINTS (P.C.P.'s) WILL BE SET ACCORDING TO THE CHAPTER 177.091 (8); ALL ACCORDING TO THE LAWS OF THE STATE OF FLORIDA AND NASSAU COUNTY.

THIS _____ DAY OF _____, A.D. 2025.

_____
MELANIE G. PLATT, P.S.M.
FLORIDA REGISTRATION No. LS 7605

MANZIE & DRAKE LAND SURVEYING
117 SOUTH 9TH STREET
FERNANDINA BEACH, FL 32034
CERTIFICATE OF AUTHORIZATION NUMBER "LB 7039"

ADOPTION AND DEDICATION

THIS IS TO CERTIFY THAT THE UNDERSIGNED, "COASTAL OAKS HOMES, LLC, A FLORIDA LIMITED LIABILITY COMPANY" IS THE LAWFUL OWNER OF THE LAND DESCRIBED IN THE CAPTION HEREON WHICH SHALL HEREAFTER BE KNOWN AS "CITRONA ESTATES", AND THAT THEY HAVE CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED AND THAT THIS PLAT, MADE IN ACCORDANCE WITH SAID SURVEY IS HEREBY ADOPTED AS THE TRUE AND CORRECT PLAT OF SAID LAND.

ALL DRAINAGE EASEMENTS SHOWN ON THIS PLAT ARE RETAINED BY THE OWNER FOR THE USES AND PURPOSES THEREON STATED AND REMAINS A MAINTENANCE OBLIGATION OF THE OWNER. NOTHING HEREIN SHALL BE CONSTRUED AS CREATING AN OBLIGATION UPON NASSAU COUNTY TO PERFORM ANY ACT OF CONSTRUCTION OR MAINTENANCE WITHIN SUCH DEDICATED AREAS.

TRACT "A" (POND TRACT) IS HEREBY RETAINED BY THE OWNER FOR SITE DRAINAGE PURPOSES.

COASTAL OAKS HOMES, LLC, A FLORIDA LIMITED LIABILITY COMPANY

WITNESS _____ BY: _____
WR HOWELL
MANAGER

_____
PRINT OR TYPE NAME

WITNESS _____

_____
PRINT OR TYPE NAME

STATE OF FLORIDA
COUNTY OF _____

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY MEANS OF
☐ PHYSICAL PRESENCE OR ☐ ONLINE NOTARIZATION, THIS ____ DAY OF _____ 2025 BY _____ AS _____ ON BEHALF OF _____, A _____, WHO PRODUCED _____ AS IDENTIFICATION OR WHO IS PERSONALLY KNOWN.

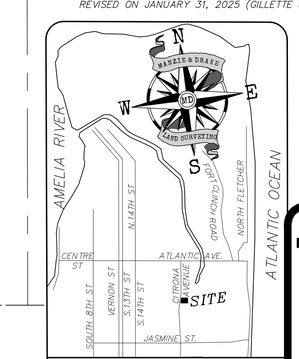
_____
NOTARY PUBLIC – STATE OF FLORIDA
PRINT NAME: _____
MY COMMISSION NUMBER: _____
MY COMMISSION EXPIRES: _____

CURVE TABLE

CURVE	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD DISTANCE
C1	76.28'	1,939.86'	2°15'11"	N18°00'40"E	76.27'
C2	75.79'	1,939.86'	2°14'18"	N15°45'56"E	75.78'
C3	126.05'	1,939.86'	3°43'23"	N12°47'05"E	126.03'

SURVEYOR'S NOTES:

1.) ⊡ DENOTES PERMANENT REFERENCE MONUMENT (P.R.M.) (5/8" IRON ROD & CAP") SET WITH IDENTIFICATION "PRM LB 7039".
2.) 43,560 SF (G) (GROSS) DENOTES GROSS LOT SQUARE FOOTAGE
43,560 SF (N) (NET) DENOTES NET LOT SQUARE FOOTAGE
3.) BEARINGS SHOWN HEREON ARE BASED ON AN ASSUMED BEARING OF N07°28'00"E FOR THE EASTERLY RIGHT-OF-WAY LINE OF VERNON STREET.
THE BEARING REFERENCE LINE IS INDICATED AS THUS (BR).
4.) THE PROPERTY SHOWN HEREON LIES WITHIN FLOOD ZONE "X" AS PER F.E.M.A. FLOOD INSURANCE RATE MAP, PANEL 12089c 0237 G, DATED 08/02/2017.
5.) THE LANDS SHOWN HEREON LOCATED WITHIN STORM SURGE CATEGORIES 3 & 4, AS SHOWN ON THE NASSAU COUNTY "STORM SURGE" MAP LOCATED ON THE NASSAU COUNTY PROPERTY APPRAISER'S GIS WEBSITE UNDER THE "PUBLIC SAFETY" SECTION (OBTAINED 05/05/2025).
6.) THE CURRENT ZONING FOR THE LANDS SHOWN ON THIS PLAT AS OF THE DATE OF RECORDING IS R-1. THE SETBACKS FOR ZONE R-1 ARE AS FOLLOWS:
MAX HEIGHT: 35-FEET | FRONT SETBACK: 25-FEET | REAR SETBACK: 25-FEET
SIDE SETBACK: 10% OF LOT WIDTH (CORNER LOT W/ SIDE ABUTTING STREET = 15-FEET)
7.) "NOTICE: THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF NASSAU COUNTY.
8.) NO FURTHER SUBDIVISION OF LOTS IS ALLOWED UNLESS SUCH SUBDIVISION CONFORMS TO CITY OF FERNANDINA BEACH SUBDIVISION REGULATIONS AND BE APPROVED BY THE CITY OF FERNANDINA BEACH CITY COMMISSIONERS.
9.) TOTAL NUMBER OF LOTS: (6); TRACTS: (1).
10.) ELEVATIONS SHOWN HEREON REFER TO NORTH AMERICAN VERTICAL DATUM OF 1988. (N.A.V.D. '88) THE REFERENCE BENCHMARK IS NATIONAL GEODETIC SURVEY BENCHMARK Y-326 (ELEVATION=5.55' N.A.V.D. 1988) LOCATED ON ATLANTIC AVENUE NEAR ITS INTERSECTION WITH EGANS CREEK.
11.) PROPOSED FINISHED FLOOR ELEVATIONS (F.F.E.) SHOWN HEREON ARE BASED ON ENGINEERING PLANS BY GILLETTE & ASSOCIATES, INC., ISSUED JANUARY 9, 2025 & REVISED ON JANUARY 31, 2025 (GILLETTE & ASSOCIATES PROJECT NUMBER 4-10-XX)



VICINITY MAP 1"=4,000'

LEGEND

(N) = NET
(G) = GROSS
MAX = MAXIMUM
℄ = CENTERLINE
⊡ = BENCHMARK
LB = LICENSED BUSINESS
O.R.B. = OFFICIAL RECORDS BOOK
F.F.E. = FINISHED FLOOR ELEVATION
P.I.N. = PARCEL IDENTIFICATION NUMBER
P.L.S. = PROFESSIONAL LAND SURVEYOR
N.A.V.D. = NORTH AMERICAN VERTICAL DATUM

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

\\Computer1\c\Civil 3D Projects\16625 BONER\16625-PLAT.dwg

STAFF REPORT
PAB 2025-0005 (Preliminary Plat)
Planning Advisory
July 9, 2025

APPLICATION FOR PRELIMINARY PLAT
CITRONA ESTATES

APPLICATION & SURROUNDING AREA INFORMATION:

OWNER/APPLICANT:	Coastal Oaks Homes, LLC				
AGENT:	Gillette and Associates, Inc.				
REQUESTED ACTION:	Preliminary Plat for Citrona Estates				
LOCATION:	420 Citrona Drive and Date Street 00-00-31-1180-0015-0000				
CURRENT LAND USE + ZONING:	Low Density Residential (LDR) Land Use + Low Density Residential (R-1) Zoning				
EXISTING USES ON SITE:	Vacant				
PROPERTY SIZE:	Approximately 2.22 acres				
ADJACENT PROPERTIES:	Direction	Existing Use(s)	Year Built	Zoning	FLUM
WITHIN CITY LIMITS	North	Vacant Land and Single Family Housing	1963	R-1	Low Density Residential
WITHIN CITY LIMITS	South	Vacant Land (Home recently demolished) and Conservation Land		R-1 & CON	Low Density Residential & Conservation
WITHIN CITY LIMITS	East	Single Family Housing and Conservation Land	1997	R-1	Low Density Residential & Conservation
WITHIN CITY LIMITS	West	Public Schools	Early 1990's	PI-1	Public and Institutional

*** All required application materials have been received. All fees have been paid. All required notices have been made. All copies of required materials are part of the official record and have been made available on the City's website and at the Community Development Department Office. ***

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant, Gillette and Associates Inc, agent for owners, Coastal Oaks Homes, LLC, requests preliminary plat approval of a six (6) lot subdivision with a storm water detention area Tract A, located at the corner of Citrona Drive and Date Street. The applicant intends to build a 6 single-family home subdivision on the parcel to be named "Citrona Estates". Two of the lots will have driveways on Citrona Drive. The other 4 lots will be assessed off Date Street.

The site acreage could accommodate up to eight (8) dwelling units, with a maximum allowed density of up to four (4) dwelling units per acre, consistent with the approved land use and zoning designation. There are no amenities proposed beyond the required stormwater management ponds, landscaping, potential mail kiosk and signage associated with the development.

The proposed subdivision was submitted for review to the Technical Review Committee (TRC) in March 2025 (TRC 2025-0002) and is pending Preliminary Plat prior to issuance of a Local Development Order. In accordance with subdivision requirements of the Land Development Code, the Preliminary Plat is to be considered by the Planning Advisory Board for a recommendation to the City Commission. The City Commission will then consider the Preliminary Plat. The property was granted a variance (Resolution 2024-247) on January 7, 2025, by the City Commission, from LDC Section 7.01.02(B)(2) to deviate from current roadway standards.

CONSISTENCY WITH THE COMPREHENSIVE PLAN:

OBJECTIVE 1.02. GROWTH MANAGEMENT
Policy 1.02.02. The approval of all development shall be subject to the availability of adequate levels of service for all facilities and services that are subject to concurrency management requirements.
AND
Policy 1.02.03. The City shall ensure that the location, scale, timing, and design of development is coordinated with the availability of public facilities and services. The City seeks to ensure compact development patterns that integrate neighborhood and commercial activities and promote connectivity through the use of sidewalks, bike lanes and alternative low-speed shared-use vehicle paths in order to achieve a reduction in vehicular trips on arterial roadways. The purpose of this policy is to prevent the proliferation of urban sprawl and to achieve cost effective and energy efficient land development patterns and avoid or eliminate existing patterns that may be described as: described below.

a. **No Areas of urban development or uses, which are not functionally related to land uses which predominate the adjacent area;**
b. **No Areas of urban development or uses which fail to maximize the use of existing public facilities;**
c. **No Areas of urban development or uses which fail to use areas within which public services are currently provided; and**
d. **No Leapfrog/scattered development or ribbon/strip commercial development patterns.**

The proposed development is consistent with the Comprehensive Plan's direction for compact urban development and serves to maximize the use of existing public facilities. The subject property lies in an area of existing urban development. The proposed development will rely on an open roadway of Citrona Drive and Date Street for access to the subdivision. Water and sewer services are available to serve the site, and this proposed development. The development is accessed from Fernandina Beach improved and maintained roadway.

Uses along Citrona Drive and Date Street are consistent with the City's single family residential land use pattern for the area. The requested preliminary plat development pattern is consistent with the characteristics of the surrounding developed properties. The applicant has not supplied a report stating the soil's suitability or the presence or absence of natural resources. This project is greenfield development. The site is currently vacant. This site is not located in a Coastal Upland Protection Zone or special flood hazard area, and the levels of service are discussed below.

GOAL 4 | Public Facilities ELEMENT
Policy 4.01.01. The following level of service standards are hereby adopted and shall be used as the basis for determining the availability of facility capacity and the demand generated by a development.

Facility/Service Area	Level of Service Standard
Wastewater Treatment System	**300 gallons per day per ERU (Equivalent Residential Unit)**
Solid Waste Facilities	**Average Solid Waste Generation Rate: 5.9 pounds per capita per day**
Stormwater Management Facilities	**Policy 4.01.02** *All subdivisions, multifamily, commercial, industrial, city, and institutional projects shall provide for retention of stormwater resulting from project, unless off-site shared facilities are available. For projects within areas designated for "zero discharge," storage shall accommodate a ten (10)-year, twenty-four (24)-hour storm event. For all other areas, retention shall accommodate the greater of: (a) the*

	first one-half (1/2) inch of stormwater within the boundaries of their project, or (b) the first one (1) inch of storm flow from all roofs, sidewalks, paved surfaces, and parking areas (at 100 percent runoff), whether paved or not. The project shall also provide detention for all storm flows. Detention shall prevent peak flows after development from exceeding the peak flow prior to development.
Potable Water Facilities	**Water Allocation Level of Service: 350 gallons per day per ERU (Equivalent Residential Unit)**
Fire-Rescue Services	**240-second travel time to 90% of the incidents (EMS with AED or BLS) & 480-second travel time to 90% of the incidents (ALS Response)**
Police and Law Enforcement Services	**Response Time: 3 minutes or less for emergency calls and 7 minutes or less for non-emergency calls**

The City has five public facilities with adopted levels of service including: Transportation, Water, Sewer, Drainage, and Solid Waste. The City's ability to maintain adopted levels of service for these utilities was confirmed through the TRC site plan review process. Given the established Low Density Residential (LDR) land use and Low Density Residential (R-1) zoning which allows for up to four (4) dwelling units per acre on the subject property, the development potential of the site could have resulted in a maximum of eight (8) dwelling units which is above the proposed 6 dwelling unit development. Under the proposed development scenario containing 6 dwelling units, Staff estimates that approximately 35 Average Daily Trips (ADT) could be generated by this development; resulting in 12 p.m. peak hour trips.

The City owns and operates three potable water treatment facilities which combined can provide 18.2 million gallons per day. Potable water customers on average consume approximately 5 million gallons per day. The City owns and operates one sanitary sewer treatment facility which has an operation/design capacity to treat 3.5 million gallons of wastewater per day. At the adopted level of service and the proposed development density, the residential units will consume 2,100 gallons of water per day (6 units x 350 gallons per ERC per day).

The City owns and operates one sanitary sewer treatment facility which has an operation/design capacity to treat 3.5 million gallons of wastewater per day. The facility's customers currently generate, on average, 1.9 million gallons per day. At the adopted level of service and the proposed development density, the site will generate 4,830 gallons of wastewater per day (6 units x 2.3 x 350 gallons per ERC per day). The Commercial facilities are calculated by an Equivalent Residential Connection (ERC) standard, which is calculated by the utility's director.

The utilities director indicates that plant capacity is available for the site; however, other facilities, such as pipe and lift station capacity, will have to be evaluated, and the developer will have to pay for what improvements are necessary to accommodate any proposed development. These determinations will be made in advance of site plan review and necessary improvements will be required as a part of site plan approval.

As for solid waste and drainage, the City currently has contracted services with Waste Management to dispose of solid waste city-wide, therefore the impact is not necessary as part of the preliminary plat review. Drainage impacts from any new development or redevelopment will be reviewed by the City's Technical Review Committee (TRC). The City requires storm water drainage to be retained on-site and permitting through the St. John's River Water Management District (SJRWMD). Permitting from SJRWMD is a requirement for final approval and receipt of a local development order from the TRC.

All public facilities and services are currently available to the development and each service is able to maintain or exceed its level of service standards as required by Policies 1.02.02, 1.02.03, and 4.01.01.

CONSISTENCY WITH THE LAND DEVELOPMENT CODE:

11.01.05 Requirements for Subdivision Plats (Preliminary and Final)

A. **A preliminary subdivision plat shall be required when new streets, water lines, and sewer lines are required; when three or more residential lots are created; and where one nonresidential lot is created or proposed for development. Where new streets, water lines, and sewer lines are not required, the preliminary and final plat may be combined into a single submittal. A preliminary plat provides for a complete review of technical data and preliminary engineering drawings prior to completion of the final plat for recording.**

B. **In addition to the information required in Section 11.01.03, all applications for preliminary subdivision plat approval shall contain the following information:**

1. **The name, addresses, telephone number, facsimile number, and email address of the person preparing the plat.**
2. **The date of preparation and date(s) of any modifications, a north arrow, and a written and graphic scale.**
3. **The proposed name of the subdivision.**
4. **Development specifications for the tract: area, proposed number and layout of lots and blocks, location, names, and widths of proposed roadways, consistent with this LDC and the Future Transportation Circulation Map of the Comprehensive Plan.**
5. **All contiguous properties shall be identified by subdivision title, plat book and page, or, if un-platted, the land shall be so designated, and otherwise identified.**
6. **Location of land to be dedicated or reserved for public use for rights-of-way, streets, sidewalks, bike trails, pedestrian trails, easements, schools, parks, open spaces, or other public uses. Proposed street names shall be included.**
7. **Locations of utilities, utility service, connections to existing utility facilities, and easements necessary to provide access to the utility facilities for maintenance or other activity.**
8. **Location of the nearest available public water supply and wastewater disposal system.**
9. **A topographic survey, soils report, grading plan, and an erosion control plan.**
10. **Existing surface water bodies, wetlands, streams, and canals, including the location of the mean high water line for each feature.**
11. **A preliminary surface drainage plan showing direction of flow and methods of stormwater retention.**
12. **A floodplain map indicating areas subject to inundation and high groundwater levels up to a 100-year flood classification, and establishing a base flood elevation for all proposed lots within the subdivision.**
13. **A tree survey showing protected trees, proposed replacement trees, if required, and landscaping and buffering.**

The applicant has complied with the subdivision requirements of the Land Development Code. The proposed plans have been reviewed for technical completeness by the Technical Review Committee and a local development order is pending final review at this time. The applicant understands that site work cannot commence until a Local Development Order has been issued and permits are granted to begin infrastructure installation.

CONCLUSION:

The requested Preliminary Plat is consistent with the City's Comprehensive Plan and the Land Development Code. Based on the findings of the Technical Review Committee and planning staff's review of the application, staff recommends approval of the Preliminary Plat.

Following the recommendation of the Planning Advisory Board (PAB), the Preliminary Plat will move forward to the City Commission in the form of a Resolution.

MOTION(S) TO CONSIDER

I move to recommend **(approval or denial)** of PAB case number 2025-0005 to the City Commission requesting that a Preliminary Plat for the Citrona Estates Subdivision be **(approved or denied)** and that PAB case 2025-0005, as presented, **(is or is not)** sufficiently compliant with the Comprehensive Plan and Land Development Code to be approved at this time.

Respectfully submitted by:
Planning and Conversation Staff

EXHIBIT A-ZONING MAP

EXHIBIT B-FLOODZONE MAP

EXHIBIT C-SOILS MAP

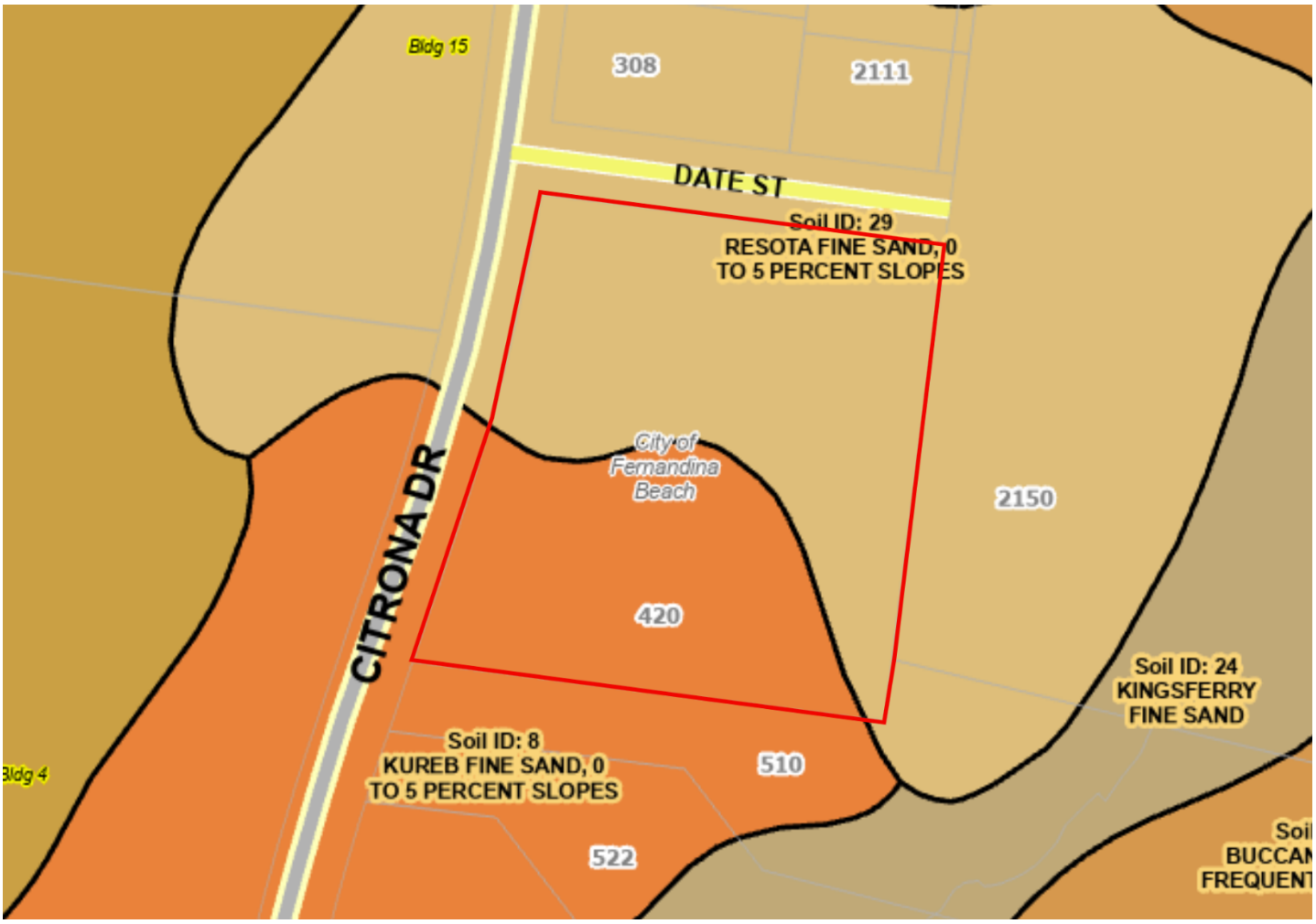
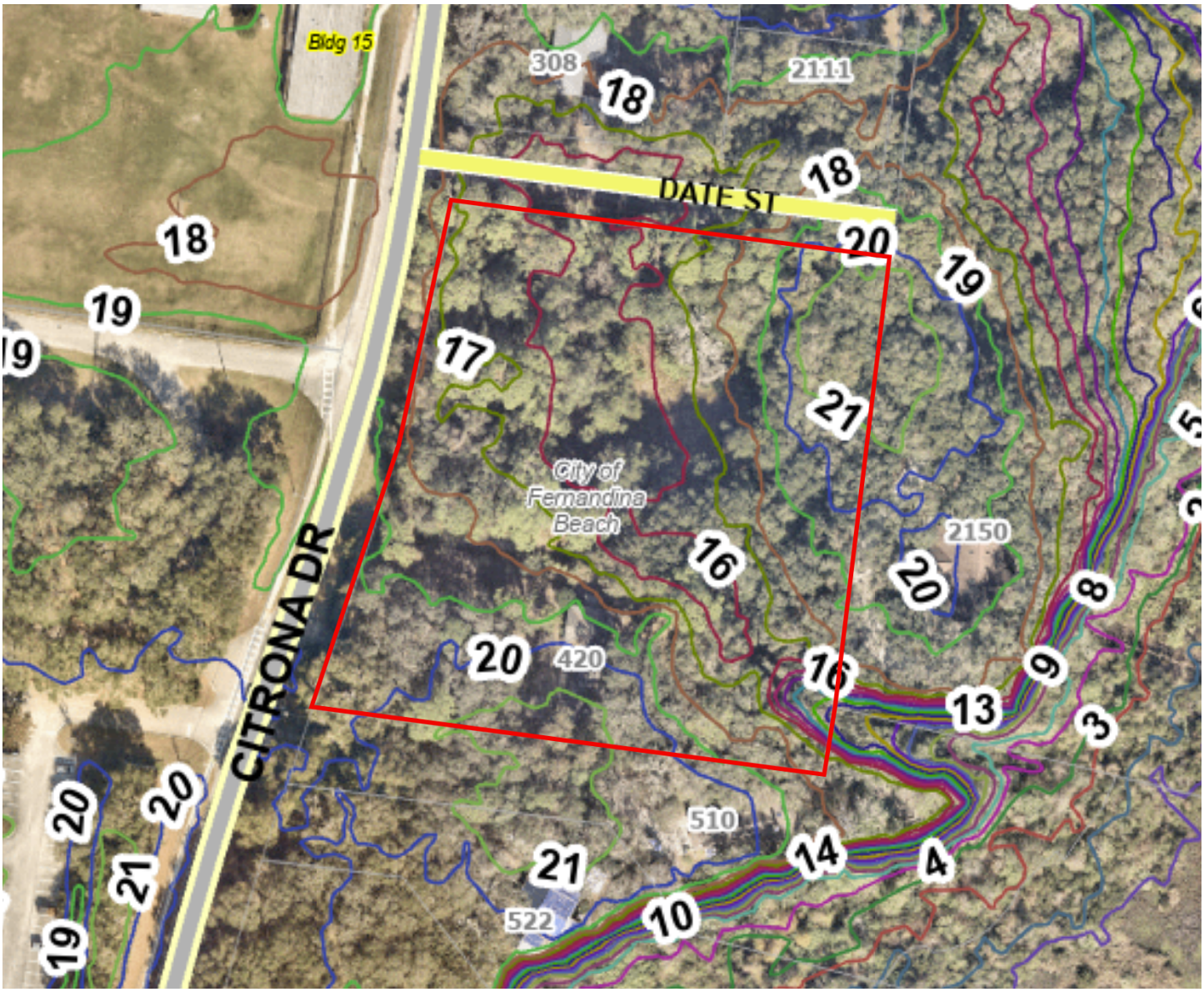
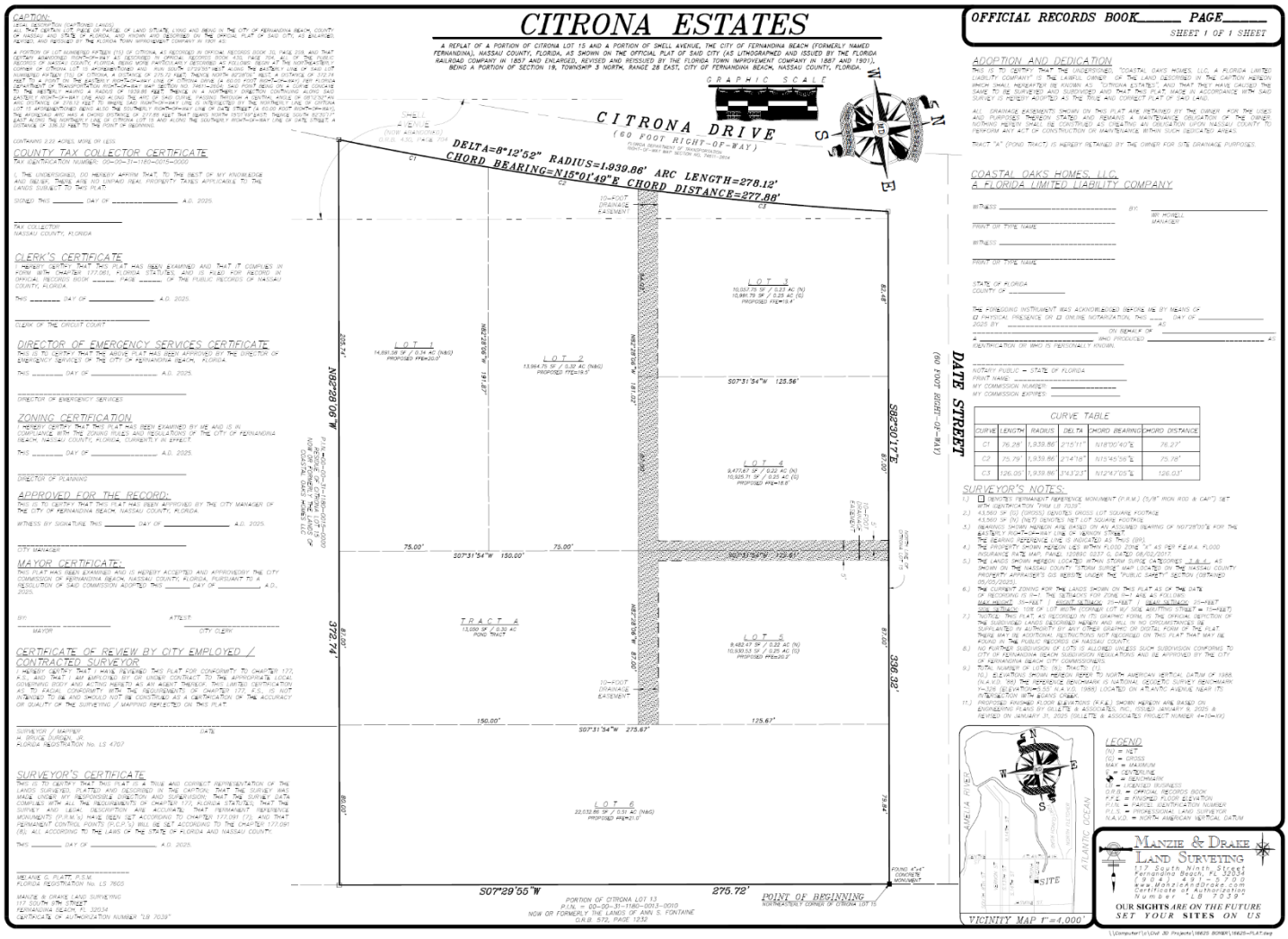


EXHIBIT D-TOPOGRAPHY MAP



STAFF REPORT
PAB 2025-0005 (Preliminary Plat)
Planning Advisory
July 9, 2025

EXHIBIT E-PRELIMINARY PLAT



Gillette & Associates, Inc.

Civil & Environmental Engineering • Mechanical & Structural Engineering • Construction Management

AGENT AUTHORIZATION

I, William R Howell, II of Coastal Oaks Homes, LLC, owner the following property(s) do hereby authorize, Gillette & Associates, Inc. to act as my Agent in conjunction with all site plan applications and any other Local, State and/or Federal development permits necessary for development of the following property, without any further notice.

Property Id Number(s): 00-00-31-1180-0015-0000

Location: 420 Citrona Drive, Fernandina Beach, Florida 32034

Signature	*Date*	*Telephone Number*
William R Howell, II	March 20, 2025	904-631-3643

STATE OF FLORIDA
COUNTY OF DUVAL

Subscribed and sworn to before me this 20TH day of MARCH, 2025.

Who is personally known to me ____ or has produced identification
FL DL H400-936-51-464-0

Notary Public: Signature — Printed Name: JORDAN POWELL

My Commission Expires: 6/28/28

JORDAN POWELL
MY COMMISSION # HH 565595
EXPIRES: June 28, 2028

Gillette & Associates, Inc.

Civil & Environmental Engineering • Mechanical & Structural Engineering • Construction Management

May 19, 2025

Ms. Kelly Gibson, AICP
Director of Planning and Conservation
City of Fernandina Beach
204 Ash Street
Fernandina Beach, Florida 32034

Re: Letter of Intent – Citrona Estates

Dear Ms. Gibson:

Gillette & Associates, Inc., is pleased to submit this Letter of Intent and associated application for preliminary plat for the Citrona Estates subdivision. The attached plat and application reflects the intent to construct six (6) residential lots

Thank you for your time and consideration on this application and please feel free to contact me with any questions that you may have.

Sincerely,

Asa R. Gillette, P.E.
FL PE No. 56177
Principal/Engineer
Gillette and Associates, Inc.

31 SOUTH 4TH STREET, SUITE 1 • AMELIA ISLAND, FLORIDA 32034 PHONE: (904) 261-8819

Engineering Plans

For

CITRONA DRIVE DEVELOPMENT

For

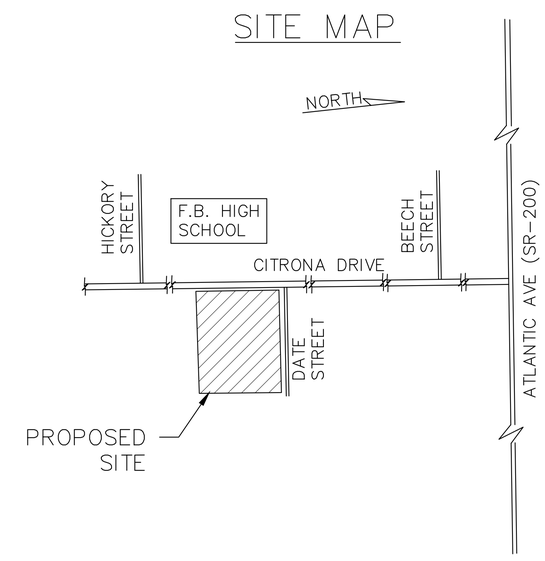
COASTAL OAKS HOMES, LLC

Gillette & Associates, Inc.

Civil & Environmental Engineering
Mechanical & Structural Engineering
Permitting & Construction Management

31 South 4th Street Amelia Island, Florida 32034
Phone: 904/261-8819

SITE MAP



PERMITTING AGENCIES
CITY OF FERNANDINA BEACH
ST. JOHN'S RIVER WATER MANAGEMENT DISTRICT
FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

G & A

ISSUE DATE: 01/09/25
REVISED: 03/10/25

G&A Project
No.: 24-10-XX

No.	By	Date	Revision
C	AG	03/10/25	RESPONSE TO TRC SUBMITTAL – SUBMITTAL #2
B	AG	01/31/25	RESPONSE TO COMPLETENESS REVIEW
A	AG	01/09/25	TECHNICAL REVIEW COMMITTEE SUBMITTAL #1

Scale: NONE
Project Mgr: AG
Designed by: AG
Drawn by: AG
QA/QC: NG

Gillette & Associates, Inc.
31 South 4th Street
Fernandina Beach, FL 32034

Certificate of Authorization No. 9332

DO NOT SCALE THIS DRAWING – DIMENSIONS AND NOTES TAKE PREFERENCE. DRAWING IS REDUCED IF LESS THAN 22" x 34"

G & A
GILLETTE & ASSOCIATES, INC
31 South 4th Street
Fernandina Beach, FL 32034
Phone: (904) 261-8819

CITRONA DRIVE DEVELOPMENT
FERNANDINA BEACH, FLORIDA
FOR
COASTAL OAKS HOMES, LLC

COVER SHEET

REGISTERED DESIGN PROFESSIONAL
Asa Ray Gillette III
Digitally signed by Asa Ray Gillette III
DN: cn=Asa Ray Gillette III, email=asa@gilletteassociates.com
Date: 2025.03.13 14:22:14 -04'00'
ASA R. GILLETTE, P.E.
FLORIDA P.E. NO. 56177

DWG DATE: 03/10/25
Sheet CVR
Page 1 of 11
Project No. 24-10-XX

GENERAL NOTES

SITE / GEOMETRY

1. ALL WORK SHALL BE PERFORMED IN A SAFE MANNER. ALL SAFETY RULES AND GUIDELINES OF O.S.H.A. SHALL BE FOLLOWED. THE CONTRACTOR SHALL BE WHOLLY RESPONSIBLE FOR ANY INJURIES OF HIS EMPLOYEES, AND ANY DAMAGE TO PRIVATE PROPERTY OR PERSONS DURING THE COURSE OF THIS PROJECT. ALL COSTS ASSOCIATED WITH COMPLYING WITH REGULATIONS AND THE FLORIDA TRENCH SAFETY ACT MUST BE INCLUDED IN THE CONTRACTOR'S PRICE FOR PERFORMING THE WORK.

2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VISITING THE JOB SITE PRIOR TO PREPARING THE BID FOR THE PURPOSE OF FAMILIARIZING HIMSELF WITH THE NATURE AND THE EXTENT OF THE WORK AND LOCAL CONDITIONS, EITHER SURFACE OR SUBSURFACE, WHICH MAY AFFECT THE WORK TO BE PERFORMED, AND THE EQUIPMENT, LABOR AND MATERIALS REQUIRED. FAILURE TO DO SO WILL NOT RELIEVE THE CONTRACTOR OF COMPLETE PERFORMANCE UNDER THIS CONTRACT. THE CONTRACTOR IS URGED TO TAKE COLOR PHOTOGRAPHS ALONG THE ROUTE OF THIS PROJECT TO RECORD EXISTING CONDITIONS PRIOR TO CONSTRUCTION, AND TO AID IN RESOLVING POSSIBLE FUTURE COMPLAINTS THAT MAY OCCUR DUE TO CONSTRUCTION OF THE PROJECT. ALL COSTS ASSOCIATED WITH PRELIMINARY INVESTIGATION SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.

3. ALL IMPROVEMENTS SHOWN ARE TO BE WARRANTED BY THE CONTRACTOR TO THE DEVELOPER.

4. ELEVATIONS ARE BASED ON NAVD DATUM OF 1988.

5. TOPOGRAPHIC AND BOUNDARY INFORMATION WAS PROVIDED BY: MANZIE & DRAKE LAND SURVEYING (904-491-5700).

6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY BUILDING, RIGHT-OF-WAY PERMITS NOT PROVIDED AND INSURANCE REQUIRED FOR THE PROJECT.

7. THE CONTRACTOR SHALL COORDINATE THE WORK WITHIN CITY, COUNTY OR STATE RIGHT-OF-WAY WITH THE PROPER AGENCIES FOR MAINTENANCE OF TRAFFIC AND METHOD OF CONSTRUCTION & REPAIR.

8. THE CONTRACTOR SHALL ADVISE THE OWNER'S AUTHORIZED REPRESENTATIVE OF PLANNED WORK SCEDULE. THE CONTRACTOR SHALL COORDINATE THEIR CONSTRUCTION WITH ALL OTHER CONTRACTORS. IN THE EVENT OF ANY CONFLICT WHATSOEVER, THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF RECORD, AND THE OWNER PRIOR TO PROCEEDING WITH CONSTRUCTION.

9. "AS-BUILT" DRAWINGS - AS-BUILTS ARE REQUIRED TO BE SIGNED AND SEALED BY A FLORIDA REGISTERED LAND SURVEYOR. THEREFORE, IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO CONTRACT WITH A LAND SURVEYOR REGISTERED IN THE STATE OF FLORIDA FOR THE PREPARATION, FIELD LOCATIONS, CERTIFICATION, AND SUBMITTAL OF AS-BUILT DRAWINGS.

10. "AS-BUILT" RECORD DATA AND INFORMATION SHALL BE MAINTAINED BY THE CONTRACTOR. RECORD DRAWINGS SHALL BE SUPPLIED TO THE ENGINEER.

11. THE CONTRACTOR IS RESPONSIBLE FOR PROTECTION OF ALL SURVEY AND PROPERTY MONUMENTS. IF A MONUMENT IS DISTURBED, THE CONTRACTOR SHALL CONTRACT WITH THE SURVEYOR OF RECORD FOR REINSTALLATION OF THE MONUMENT.

12. ALL DEBRIS RESULTING FROM ALL ACTIVITIES SHALL BE DISPOSED OF OFF-SITE BY CONTRACTOR ON A DAILY BASIS.

13. ALL EXCESS SUITABLE AND UNSUITABLE MATERIALS SHALL BE REMOVED FROM THE SITE BY THE CONTRACTOR UNLESS DIRECTED OTHERWISE BY THE ENGINEER.

14. ALL EXISTING TREES LISTED TO REMAIN SHALL BE PRESERVED AND PROTECTED.

15. THE LOCATION OF ALL EXISTING UTILITIES, STRUCTURES, AND IMPROVEMENTS ON THE DRAWINGS ARE BASED ON LIMITED INFORMATION AND MAY NOT HAVE BEEN FIELD VERIFIED. THE LOCATIONS ARE APPROXIMATE. THE CONTRACTOR SHALL NOTIFY RESPECTIVE UTILITY OWNERS AND FIELD VERIFY LOCATIONS OF EXISTING UTILITIES AND OTHER IMPROVEMENTS PRIOR TO COMMENCING ANY CONSTRUCTION. IF THE LOCATIONS SHOWN ARE CONTRARY TO ACTUAL FIELD LOCATIONS, THE CONTRACTOR SHALL NOTIFY THE OWNER AND ENGINEER OF THE DISCREPANCY. THE DISCREPANCY SHOULD BE RESOLVED PRIOR TO COMMENCING CONSTRUCTION. THE CONTRACTOR SHALL EXERCISE EXTREME CAUTION WHEN WORKING IN AREAS NEAR EXISTING UTILITY IMPROVEMENTS AND SHALL BE RESPONSIBLE FOR REPAIRS OR PAYMENTS FOR ALL DAMAGE MADE TO EXISTING UTILITIES OR OTHER IMPROVEMENTS. PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION, THE CONTRACTOR SHALL VERIFY ALL GRADES, INVERTS, AND TYPE OF MATERIAL OF EXISTING UTILITIES TO WHICH THEY SHALL CONNECT.

16. THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS TO THE ENGINEER ON ALL MATERIALS, FOR REVIEW AND
APPROVAL, PRIOR TO PURCHASE OR CONSTRUCTION OF ANY UTILITY OR STRUCTURE.

17A. UNSUITABLE MATERIALS UNDER WATER, SEWER, OR STORM PIPE AND/OR STRUCTURES SHALL BE REMOVED AND REPLACED WITH SELECTED BACKFILL COMPACTED TO 98% OF IT'S MAXIMUM DENSITY AS DETERMINED BY THE MODIFIED PROCTOR TEST (ASTM D1557).

17B. ALL FINISH FLOORS SHOWN ON THE PLANS ARE MINIMUM ELEVATIONS

18. ALL WATER & SEWER CONSTRUCTION SHALL BE ACCOMPLISHED BY AN UNDERGROUND UTILITY CONTRACTOR LICENSED UNDER THE PROVISIONS OF CHAPTER 489 FLORIDA STATUTES.

19. WHEN DEWATERING CAPACITY REQUIRES A PERMIT (CUP), IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN THE PERMIT THROUGH THE ST. JOHNS RIVER WATER MANAGEMENT DISTRICT.

20. WATER MAINS SHALL BE LAID AT LEAST 10 FEET HORIZONTALLY FROM ANY EXISTING OR PROPOSED SANITARY HAZARD. THE DISTANCE SHALL BE MEASURED EDGE TO EDGE. WHERE PARALLEL WATER AND SEWER MAINS HAVE LESS THAN 10 FOOT HORIZONTAL SEPARATION, 20 FOOT LENGTHS OF C900 (DR18) WATER QUALITY PIPE SHALL BE USED WITH THE JOINTS STAGGERED AT 10 FOOT INTERVALS. THE PIPES SHALL BE PLACED IN SEPARATE TRENCHES WITH THE WATER MAIN AT LEAST 18 INCHES ABOVE THE SEWER.

21. WATER MAINS CROSSING SANITARY HAZARDS SHALL BE LAID TO PROVIDE A MINIMUM VERTICAL DISTANCE OF 18 INCHES BETWEEN THE OUTSIDE OF THE WATER MAIN AND THE OUTSIDE OF THE SEWER MAIN. WHERE WATER AND SEWER MAINS CROSS WITH BETWEEN 18 INCHES AND 6 INCHES OF VERTICAL CLEARANCE, A 20 FOOT SECTION OF C900 (DR18) WATER QUALITY PIPE SHALL BE CENTERED ON THE POINT OF THE CROSSING. THE CONTRACTOR SHALL FIELD VERIFY THE VERTICAL SEPARATION. THE MINIMUM SEPARATION BETWEEN WATER AND SEWER PIPES IS TO BE 6 INCHES OUTSIDE DIAMETER TO OUTSIDE DIAMETER.

22. NO WATER MAIN PIPE SHALL PASS THROUGH OR COME IN CONTACT WITH ANY PART OF A SEWER MANHOLE.

23. BLANK

24. TRACER WIRE SHALL BE PROVIDED ON ALL WATER MAINS AND FORCE MAINS. TRACER WIRE SHALL BE #10 UF SOLID COPPER WIRE, COATED, AND SUITABLE FOR BURIAL. COATING SHALL BE BLUE FOR WATER AND GREEN FOR SEWER MAIN CONNECTIONS. WIRE SHALL BE ATTACHED DIRECTLY TO TOP OF PIPE AND BROUGHT INTO EACH VALVE BOX AND COILED TO ALLOW FOR EASY ACCESS AND EXTENSION ABOVE FINISHED GRADE FOR ATTACHMENT OF LOCATING EQUIPMENT.

25. ALL PIPE LENGTHS ARE APPROXIMATE DIMENSIONS, ALL DRAINAGE STRUCTURES SHALL BE CONSTRUCTED TO CONFORM WITH TYPICAL SECTIONS AND DETAILS AS SHOWN ON THE MISCELLANEOUS DETAILS SHEET AND IN ACCORDANCE WITH THE SPECIFICATIONS.

26. ALL UNDERGROUND UTILITIES MUST BE INSTALLED PRIOR TO PREPARATION OF SUBGRADE FOR PAVEMENT.

27. GRADES SHOWN ON PLANS ARE EDGE OF PAVEMENT FINISHED GRADES UNLESS OTHERWISE NOTED.

28. SHOULD THE SURFACE OR SUBSURFACE CONDITIONS VARY FROM WHAT IS SHOWN ON THE PLANS, THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER.

29. ALL AREAS DISTURBED DURING CONSTRUCTION SHALL BE SEEDED AND MULCHED UNLESS OTHERWISE SPECIFICALLY STATED. ALL DISTURBED AREAS WITHIN THE NASSAU COUNTY RIGHT OF WAY SHALL BE COVERED WITH BERMUDA SOD.

30. THE CONTRACTOR IS RESPONSIBLE FOR THE CONTROL OF SEDIMENT-LADEN RUNOFF RESULTING FROM STORM EVENTS DURING THE CONSTRUCTION PHASE. EROSION CONTROL FACILITIES SHOULD BE INSTALLED EARLY DURING THE CONSTRUCTION PERIOD SO AS TO PREVENT THE TRANSPORT OF SEDIMENT INTO SURFACE WATERS. RE-VEGETATION AND STABILIZATION OF DISTURBED AREAS SHOULD BE ACCOMPLISHED IMMEDIATELY TO REDUCE THE POTENTIAL FOR FURTHER SOIL EROSION.

31. ANY DISCREPANCIES ON THE DRAWINGS SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER AND COUNTY/CITY BEFORE COMMENCING WORK.

32. MINIMUM COVER OVER PIPES SHALL BE 36" UNLESS OTHERWISE INDICATED.

33. ALL UNDERGROUND UTILITY COMPANIES SHALL BE CONTACTED AT LEAST 48 HOURS PRIOR TO COMMENCING CONSTRUCTION.

34. IN ADDITION TO THE SPECIFICATIONS AND DETAILS PROVIDED FOR THIS CONTRACT, THE NASSAU COUNTY STANDARD DETAILS AND SPECIFICATIONS (LATEST REVISION) SHALL ALSO BE USED FOR ANY ITEMS NOT COVERED. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN A SET OF STANDARD DETAILS AND SPECIFICATIONS FROM NASSAU COUNTY.

35. BACKFILL MATERIAL SHALL BE COMPACTED TO 100% (2%) PER CITY OF FB REQUIREMENTS UNDER EXISTING AND PROPOSED ROADWAYS.

36. NO FIELD CHANGES OR DEVIATIONS FROM DESIGN TO BE MADE WITHOUT PRIOR APPROVAL OF THE ENGINEER.

37. STATIONING REFERS TO THE CENTERLINE OF THE ROADWAY EXCEPT AS NOTED ON PLANS. WHERE PAVEMENT SPLITS, THE STATIONING FOLLOWS THE INSIDE EDGE OF PAVEMENT UNTIL ROADWAY TRANSITIONS BACK TO THE TYPICAL ROADWAY SECTION

38. ALL CONSTRUCTION, MATERIAL, AND WORKMANSHIP ARE TO BE IN ACCORDANCE WITH CITY OF FB AND NASSAU COUNTY STANDARDS

WATER NOTES

1. WATER MAINS SHALL HAVE A MINIMUM OF 36" COVER UNDER PAVEMENT OR 30" COVER FROM FINISHED GRADE UNLESS OTHERWISE SHOWN. ALL WATER MAINS SHALL BE FLUSHED IN ACCORDANCE WITH, AND UNDER THE DIRECTION OF THE UTILITY COMPANY.

2. THRUST RESTRAINTS ARE REQUIRED IN ACCORDANCE WITH THE UTILITY COMPANY STANDARDS WHERE WATER MAINS ARE TERMINATED AND AT ALL BENDS AND TEES.

3. TIE RODS SHALL BE INSTALLED ON ALL VALVES LOCATED AT FITTINGS. ALL 10" AND LARGER VALVES AND LARGER SHALL REQUIRE (4) TIE RODS. MEGA LUG JOINT RESTRAINTS MAY BE USED IN LIEU OF THRUST BLOCKS OR TIE RODS.

4. UNLESS OTHERWISE NOTED, WATER MAINS ARE TO BE PVC DR18, DR-25, C-900 (BLUE), CLASS 150.

5. ALL WATER MAINS SHALL BE BACTERIOLOGICAL AND PRESSURE TESTED IN ACCORDANCE WITH AWWA C-600. NO CONNECTION TO EXISTING POTABLE WATER SYSTEM SHALL BE ALLOWED UNTIL ALL PROPOSED WATER MAINS HAVE BEEN PRESSURE TESTED, DISINFECTED, AND CLEARED FOR SERVICE. THE UTILITY COMPANY'S AUTHORIZED REPRESENTATIVE MUST BE NOTIFIED 48 HOURS PRIOR TO PERFORMING THE PRESSURE TEST AND MUST BE PRESENT.

6. THE CONTRACTOR SHALL AVOID SERVICE INTERRUPTIONS AND MAINTAIN ANY EXISTING WATER SERVICE TO MEET THE SYSTEM DEMANDS AT ALL TIMES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFICATION OF AFFECTED CUSTOMERS OF THE UTILITY A MINIMUM OF 48 HOURS IN ADVANCE OF ANY INTERRUPTION OF SERVICE. BOIL WATER NOTICES SHALL BE DELIVERED IN ACCORDANCE WITH THE UTILITY COMPANY BOIL WATER NOTICE REQUIREMENTS.

7. ALL MAIN FLUSHING POINTS SHALL BE SAME SIZE AS MAIN UP TO 8 INCH WATER MAINS. FLUSHING POINTS FOR MAINS LARGER THAN 8 INCH SHALL BE REDUCED TO 8 INCH.

8. ALL WATER MAINS SHALL BE DISINFECTED USING LIQUID CHLORINE OR HYPOCHLORITES IN ACCORDANCE TO AWWA C651-86. WATER IN MAIN SHALL MAINTAIN A CHLORINE RESIDUAL OF 50 MG/L FOR A MINIMUM OF 24 HOURS. WATER MAIN SHALL NOT BE PLACED IN SERVICE UNTIL CLEARANCE HAS BEEN PROVIDED BY THE APPROPRIATE REGULATING AGENCY AND CITY OFFERNANDINA BEACH UTILITIES DEPARTMENT.

9. IF SOLVENT CONTAMINATION IS FOUND IN THE PIPE TRENCH, WORK SHALL BE STOPPED AND THE PROPER AUTHORITIES NOTIFIED. BASED ON APPROVAL OF THE PERMITTING AGENCY, DUCTILE IRON PIPE, FITTINGS, AND SOLVENT RESISTANT GASKET MATERIAL SUCH AS FLUOROCARBON SHALL BE USED IN THE CONTAMINATED AREA. THE DUCTILE IRON PIPE SHALL EXTEND AT LEAST 100 FEET BEYOND ANY SOLVENT NOTED. ANY CONTAMINATED SOIL THAT IS EXCAVATED SHALL BE PLACED ON AN IMPERMEABLE MAT AND COVERED WITH A WATER PROOF COVERING. THE PROPER AUTHORITIES WILL BE NOTIFIED AND THE CONTAMINATED SOIL HELD FOR PROPER DISPOSAL.

10. 2" FLUSHING HYDRANTS SHALL BE INSTALLED AT ALL DEAD END LINES AND MAIN LINE STUB-OUTS.

11. A SEPARATE WATER SERVICE SHALL BE REQUIRED FOR EACH UNIT SERVED AND SHALL BE INSTALLED 3 FEET EITHER SIDE OF PROPERTY LINE. ALL WATER SERVICES SHALL BE MARKED WITH A "W" ETCHED ON THE CURB. ALL VALVES SHALL BE MARKED WITH A "V" ETCHED ON THE CURB.

12. ALL BACKFLOW PREVENTION ASSEMBLIES SHALL BE INSTALLED IN ACCORDANCE WITH THE UTILITY COMPANY'S STANDARDS.

13. ALL BACKFLOW PREVENTION ASSEMBLIES SHALL BE INSTALLED AT THE CONSUMER'S METER OR AT THE PROPERTY LINE WHEN A METER IS NOT USED.

14. BACKFLOW PREVENTION ASSEMBLIES SHALL BE TESTED BY A CERTIFIED BACKFLOW TECHNICIAN. TEST RESULTS SHALL BE SUBMITTED TO AND APPROVED BY THE UTILITY COMPANY PRIOR TO ACCEPTANCE OF INSTALLATION.

15. MAXIMUM DEPTH ON WATER SERVICES TO METER TO BE 36".

INDEX

PAGE #	SHEET	DESCRIPTION
1	CVR	COVER SHEET
2	IN-1	INDEX SHEET
3	PRE-1	PREDEVELOPMENT PLAN
4	GE-1	GEOMETRY PLAN
5	UT-1	UTILITY PLAN
6	DR-1	DRAINAGE PLAN
7	TM-1	TREE MITIGATION PLAN
8	TM-2	TREE MITIGATION SCHEDULES
9	LS-1	LANDSCAPE PLAN
10	DT-1	UTILITY DETAILS
11	DT-2	MISC. DETAILS

FIRE NOTES

1. WHERE UNDERGROUND WATER MAINS AND HYDRANTS ARE TO BE PROVIDED, THEY SHALL BE INSTALLED, COMPLETED, AND IN SERVICE PRIOR TO COMMENCING CONSTRUCTION WORK ON ANY STRUCTURE. (NFPA 1, 16.4.3.1.3, 2009 EDITION)

2. CLEARANCES OF SEVEN AND ONE HALF FEET (7 FT-6 IN.) IN FRONT OF AND TO THE SIDES OF THE FIRE HYDRANT, WITH A FOUR FOOT CLEARANCE TO THE REAR OF THE HYDRANT. (NFPA 1, 18.3.4.1, 2009)

3. NEW FIRE HYDRANT(S) SHALL BE INSTALLED SO THAT POSITIONED NOT MORE THAN 7 FEET 6 INCHES AWAY FROM CURB OR BERM OF THE ROADWAY.

LEGEND

	EXISTING VALVE
WM	EXISTING WATER LINE
SS	EXISTING SANITARY SEWER
	EXISTING FIRE HYDRANT
SS	PROPOSED SANITARY SEWER
WM	PROPOSED WATER LINE
	PROPOSED FIRE HYDRANT
	EXISTING EDGE OF PAVEMENT
	EXISTING PROPERTY LINE
15.3	PROPOSED SPOT ELEVATION
S-5	DRAINAGE STRUCTURE
P-1	PIPE
X(6.58)	EXISTING SPOT ELEVATION

SEWER NOTES

1. THE CONTRACTOR SHALL PROVIDE, TO THE ENGINEER OF RECORD , A SCHEDULE OF INVERT ELEVATIONS OF ALL SANITARY MANHOLES PRIOR TO THE PLACEMENT OF THE LIME ROCK BASE COURSE. THIS SCHEDULE TO BE PROVIDED BY THE REGISTERED LAND SURVEYOR SUBMITTING THE "AS-BUILT" DRAWINGS FOR THIS PROJECT.

2. SANITARY SEWER SERVICES SHALL BE 6"PVC WITH A MINIMUM SLOPE OF 0.006 FEET PER FOOT AND SHALL BE TERMINATED AT THE RIGHT-OF-WAY LINE WITH A DEPTH OF 24" TO 48" FROM THE FINAL FINISHED GRADE OF THE DEVELOPED LOTS. DEPTHS GREATER THAN 48" FROM FINAL FINISHED GRADE SHALL BE READJUSTED BY THE DEVELOPER AT HIS COST.

3. GRAVITY SEWER TO BE CLEANED & TV TESTED BY DEVELOPER AT DEVELOPER'S EXPENSE

4. ALL MANHOLE FRAMES AND COVERS TO BE ADJUSTED TO FINAL FINISHED GRADE.

5. A SEPARATE SEWER SERVICE (6" MIN.) SHALL BE PROVIDED TO THE RIGHT-OF-WAY FOR EACH LOT BEING SERVED. AN "S" SHALL BE ETCHED INTO THE CURB DIRECTLY OVER EACH SERVICE LINE OR IN THE STREET SIDE OF A SIDEWALK IN LINE WITH THE CLEANOUT.

6. GRAVITY SEWER TO BE GREEN IN COLOR

7. NEW GRAVITY SEWER SYSTEM SHALL BE PLUGGED AT NEAREST EXISTING DOWNSTREAM MANHOLE AND SHALL NOT BE REMOVED WITHOUT AUTHORIZATION FROM THE UTILITY COMPANY. EXISTING MANHOLES TO BE COREBORED AND ARRANGEMENTS MADE TO BE REFURBISHED WITH COMPATIBLE MATERIALS IF THE EXISTING MANHOLE IS ALLOWED TO BE USED.

8. FINISHED FLOOR ELEVATIONS SHALL BE GREATER (HIGHER) THAN THE ELEVATION OF THE MANHOLE NEAREST THE SERVICE LATERAL IN ORDER TO AVOID A POTENTIAL BACKUP OF SEWERAGE IN THE HOUSE OR BUILDING.

9. ALL GRAVITY SEWER PIPE TO A 10 FOOT DEPTH OF COVER SHALL BE SDR-26 PVC PIPE (MINIMUM). GRAVITY SEWER PIPE WITH COVER OF 15 FEET (AND IN EASEMENTS) AND GREATER SHALL BE C900 - DR18. JOINT SHALL BE OF THE BELL AND SPIGOT TYPE AND MEET THE REQUIREMENTS OF THE PIPE REFERRED BEING USED.

10. WHEN A PROPERTY LINE CAN NOT BE DEFINED, THE SEWER CLEANOUT SHALL BE PLACED IN AN UNPAVED AREA AT A DISTANCE NO GREATER THAN 30 FEET FROM THE SEWER MAIN.

11. NOTE: DR-18 TO BE USED ON SEWER LINE CROSSING WHERE STORM DRAIN IS WITHIN 24 INCHES ABOVE GRAVITY ALSO JOINT TO BE CENTERED AT CROSSING

12. ALL MANHOLES TO HAVE MINIMUM 24" HINGED RING AND COVER EAST JORDAN OR APPROVED EQUIVALENT

13. SEWER PLUGS USED DURING THE CONSTRUCTION OR CONNECTION TO A SYSTEM SHALL HAVE THE CONTRACTOR'S NAME PERMANENTLY STAMPED.

14. THE MANHOLE LINER SHALL BE SPECTRA SHIELD OR APPROVED EQUIVALENT.

15. IN ACCORDANCE WITH THE DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP) REQUIREMENTS, LEAKAGE TESTING SHALL BE PERFORMED ON ALL SEGMENTS OF THE SEWER SYSTEM. TESTING MAY INCLUDE APPROPRIATE WATER OR LOW PRESSURE AIR TESTING. TEST METHODS SHALL TAKE INTO CONSIDERATION THE RANGE IN GROUNDWATER ELEVATIONS DURING THE TEST AND ANTICIPATED DURING THE DESIGNED LIFE OF THE SEWER. NO LEAKAGE ALLOWED IN SYSTEM.

16. ALL FORCE MAIN PIPING TO BE DR-18 PVC.

17. CONTACT ANDRE DESILET, COFB UTILITY DIRECTOR AT (904-310-3420) FOR PRE-CONSTRUCTION AND COORDINATION MEETING PRIOR TO WORK COMMENCING.

No.	By	Date	Revision
C	AG	03/10/25	RESPONSE TO TRC SUBMITTAL - SUBMITTAL #2
B	AG	01/31/25	RESPONSE TO COMPLETENESS REVIEW
A	AG	01/09/25	TECHNICAL REVIEW COMMITTEE SUBMITTAL #1

Scale: NONE
Project Mgr: AG
Designed by: AG
Drawn by: AG
QA/QC: NG

Gillette & Associates, Inc.
31 South 4th Street
Fernandina Beach, FL 32034
Certificate of Authorization No. 9332

DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFERENCE. DRAWING IS REDUCED IF LESS THAN 22" x 34"

G & A
GILLETTE & ASSOCIATES, INC
31 SOUTH 4TH STREET
FERNANDINA BEACH, FL 32034
PHONE: (904) 261-8819

CITRONA DRIVE DEVELOPMENT
FERNANDINA BEACH, FLORIDA
FOR
COASTAL OAKS HOMES, LLC

INDEX SHEET & NOTES

REGISTERED DESIGN PROFESSIONAL
Asa Ray Gillette III
Digitally signed by Asa Ray Gillette III
DN: cn=Asa Ray Gillette III, email=asa@gillettesassociates.com
Date: 2025.03.13 14:22:42 -04'00'
ASA R. GILLETTE, P.E.
FLORIDA P.E. NO. 56177

DWG DATE: 03/10/25

Sheet
IN-1

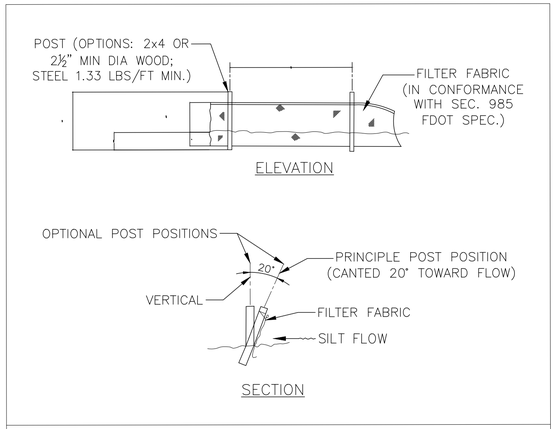
Project No. 24-10-XX

PROPERTY INFORMATION:
- PID#: 00-00-31-1180-0015-0000
- ACREAGE: 3.32 ACRES (144,652 SF)
- LOCATION: FERNANDINA BEACH, FL
- FLOOD ZONE: X
- ZONING: R-1
- FUTURE LAND USE: LOW DENSITY
- PROPOSED USE: RESIDENTIAL

DEVELOPMENT REQUIREMENTS:
- MAX IMPERVIOUS AREA: 60.0%
- PROPOSED IMPERVIOUS AREA: SEE LOT TABL
- MAX BUILDING HEIGHT: 35-FT
- PROPOSED MAX. BUILDING HEIGHT: 25-FT

SETBACK REQUIREMENTS:
- FRONT: 25 FEET
- REAR: 25 FEET
- SIDES: 10% OF LOT WIDTH
- CORNER: 15 FEET

DEVELOPMENT NOTES:
TOTAL SITE AREA: 144,652 SF
TOTAL IMPERVIOUS AREA: 33,318 SF
TOTAL IMPERVIOUS AREA RATIO: 23.0%



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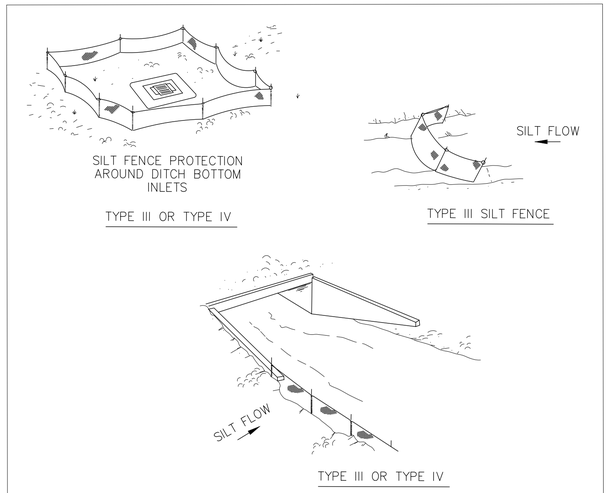

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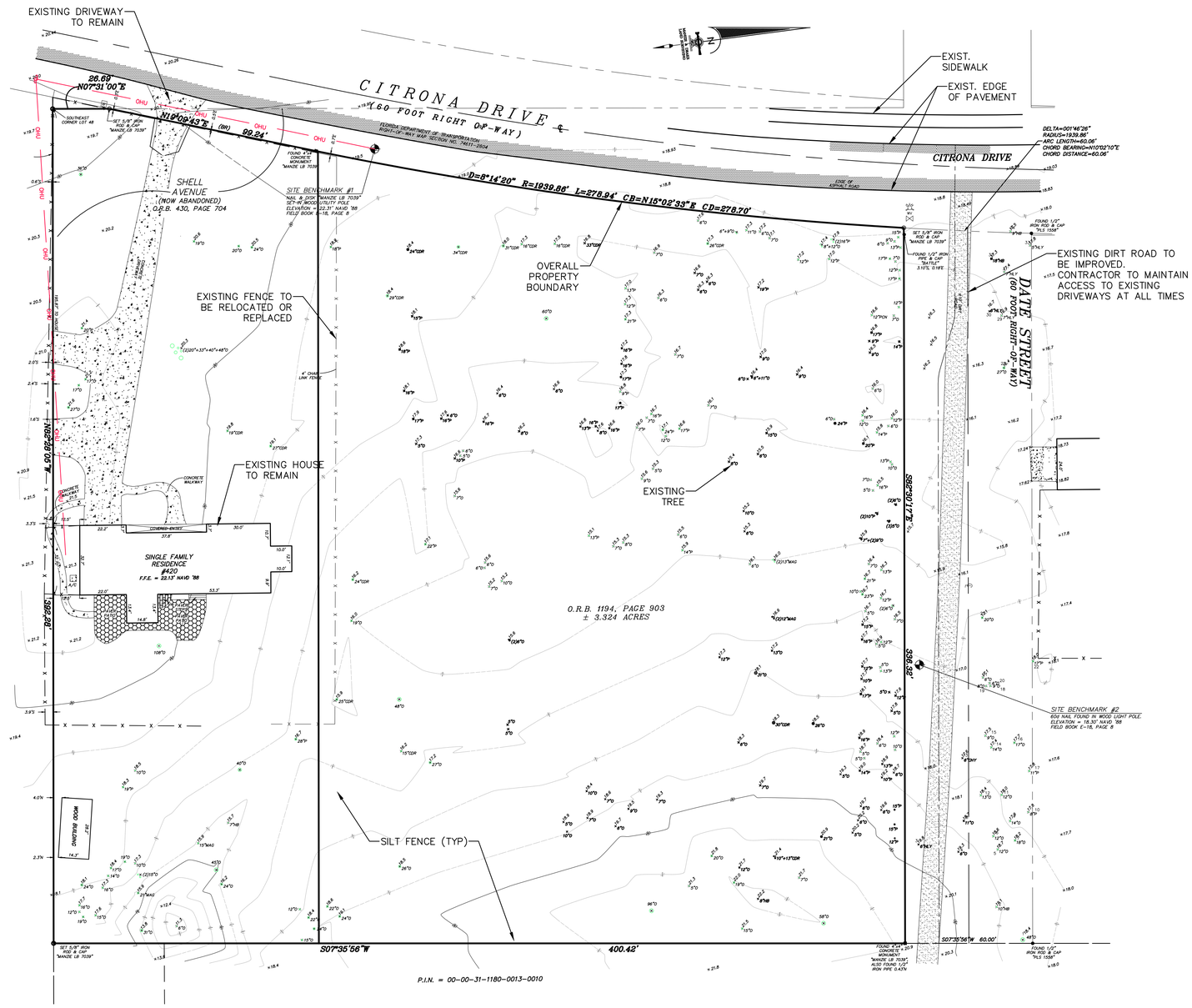

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Scale: 1:30
Project Mgr: AG
Designed by: AG
Drawn by: AG
QA/QC: NG

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Fernandina Beach, FL 32034

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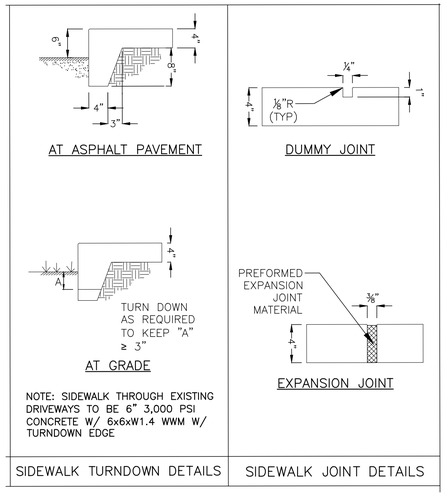
GILLETTE & ASSOCIATES, INC
31 SOUTH 4TH STREET
FERNANDINA BEACH, FL 32034
PHONE: (904) 261-8819

CITRONA DRIVE DEVELOPMENT
FERNANDINA BEACH, FLORIDA
FOR
COASTAL OAKS HOMES, LLC

PREDEVELOPMENT PLAN

REGISTERED DESIGN PROFESSIONAL
Asa Ray Gillette III
Digitally signed by Asa Ray Gillette III
DN: cn=Asa Ray Gillette III, email=asa@gillettesociates.com
Date: 2025.03.13 14:22:56 -04'00'
ASA R. GILLETTE, P.E.
FLORIDA P.E. NO. 56177

DWG DATE: 03/10/25
Sheet PRE-1
Page 3 of 11
Project No. 24-10-XX



PROPERTY INFORMATION:

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DEVELOPMENT NOTES:

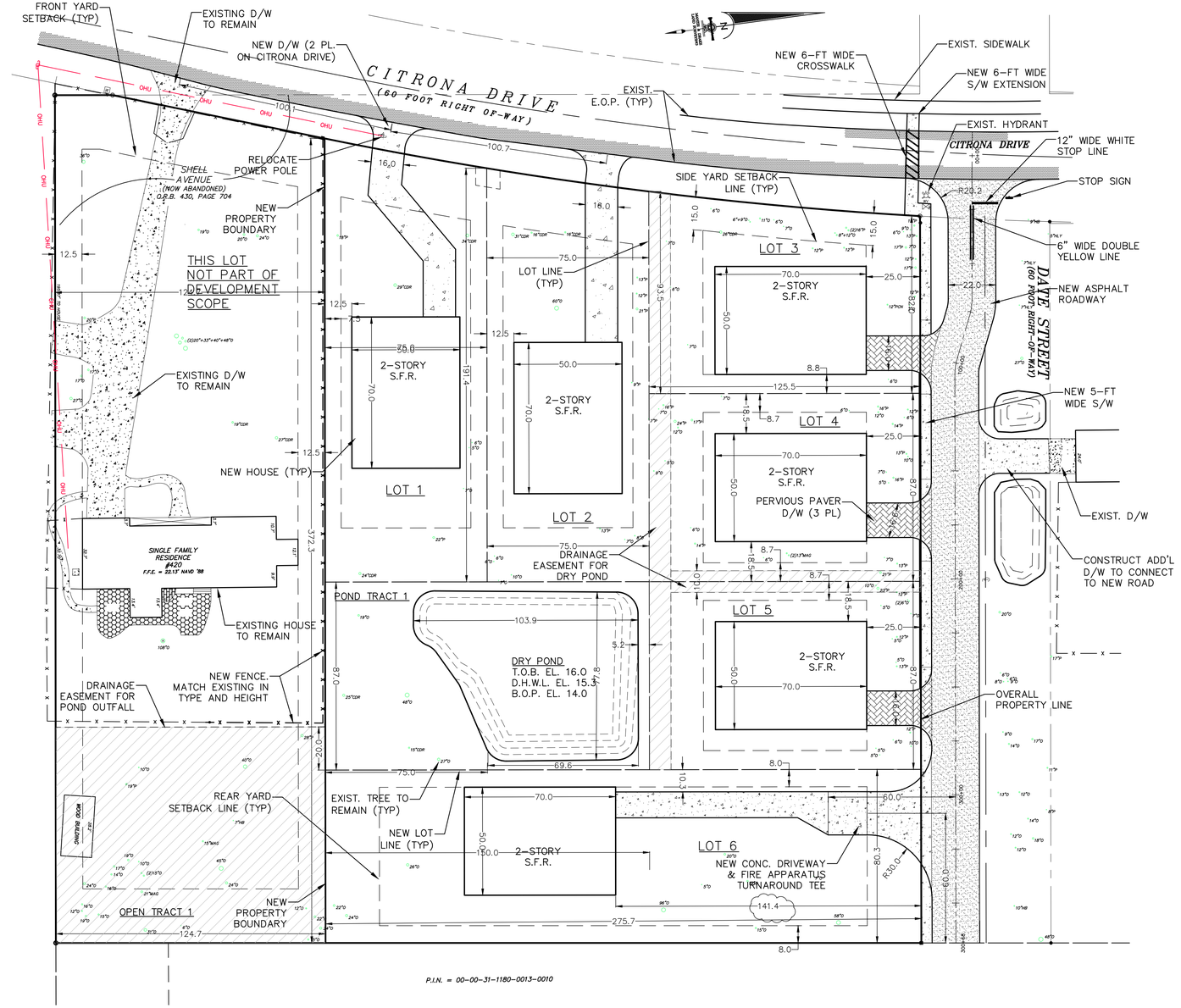
TOTAL SITE AREA: 144,652 SF

TOTAL IMPERVIOUS AREA: 33,318 SF

TOTAL IMPERVIOUS AREA RATIO: 23.0%

LOT TABLE

LOT #	LOT WIDTH	LOT LENGTH	LOT AREA (SF)	IMP. AREA (SF)	IMP. AREA RATIO (%)
1	75'	192'	14,856	4,810	32.4%
2	75'	192'	13,929	4,600	33.0%
3	88'	126'	10,928	3,900	35.7%
4	87'	126'	10,920	3,900	35.7%
5	87'	126'	10,928	3,900	35.7%
6	80'	276'	22,096	4,160	18.8%



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Scale: 1:30

Project Mgr: AG

Designed by: AG

Drawn by: AG

QA/QC: NG

Gillette & Associates, Inc.
31 South 4th Street
Fernandina Beach, FL 32034

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FERNANDINA BEACH, FL 32034
PHONE: (904) 261-8819

CITRONA DRIVE DEVELOPMENT
FERNANDINA BEACH, FLORIDA
FOR
COASTAL OAKS HOMES, LLC

GEOMETRY PLAN

REGISTERED DESIGN PROFESSIONAL
Asa Ray Gillette III
Digitally signed by Asa Ray Gillette III
DN: cn=Asa Ray Gillette III, email=asa@gillettesassociates.com
Date: 2025.03.13 14:23:10 -04'00'
ASA R. GILLETTE, P.E.
FLORIDA P.E. NO. 56177

DWG DATE: 03/10/25

Sheet GE-1

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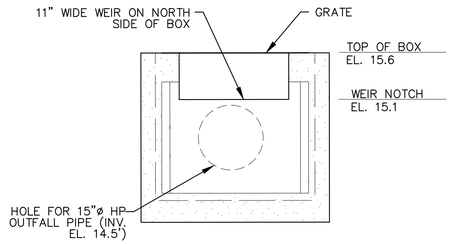

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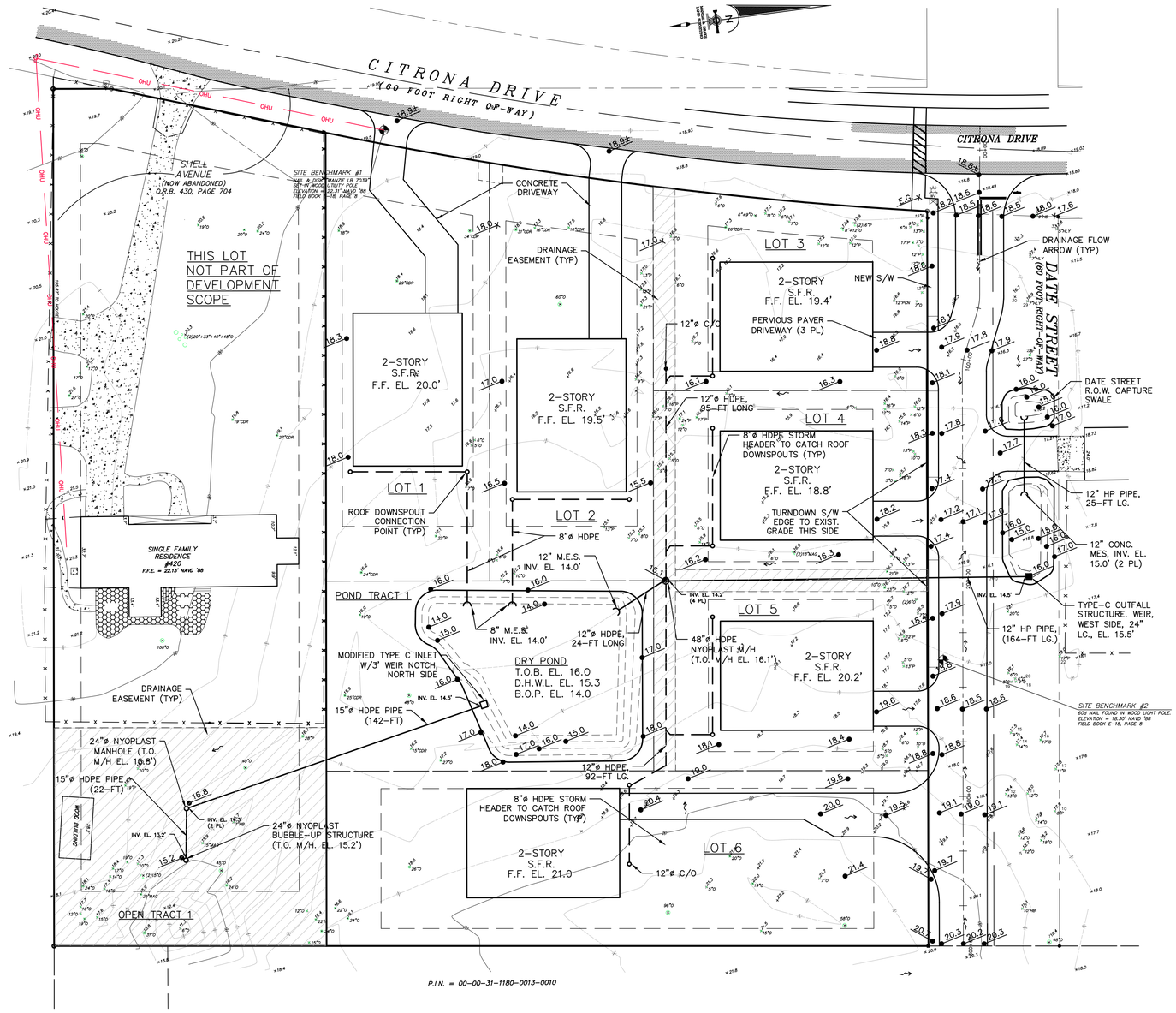

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PHONE: (904) 261-8819

CITRONA DRIVE DEVELOPMENT
FERNANDINA BEACH, FLORIDA
FOR
COASTAL OAKS HOMES, LLC

PAVING & DRAINAGE PLAN

REGISTERED DESIGN PROFESSIONAL
Asa Ray Gillette III
Digitally signed by Asa Ray Gillette III
DN: cn=Asa Ray Gillette III, email=asa@gilletteassociates.com
Date: 2025.03.13 14:23:36 -04'00'
ASA R. GILLETTE, P.E.
FLORIDA P.E. NO. 56177

DWG DATE: 03/10/25
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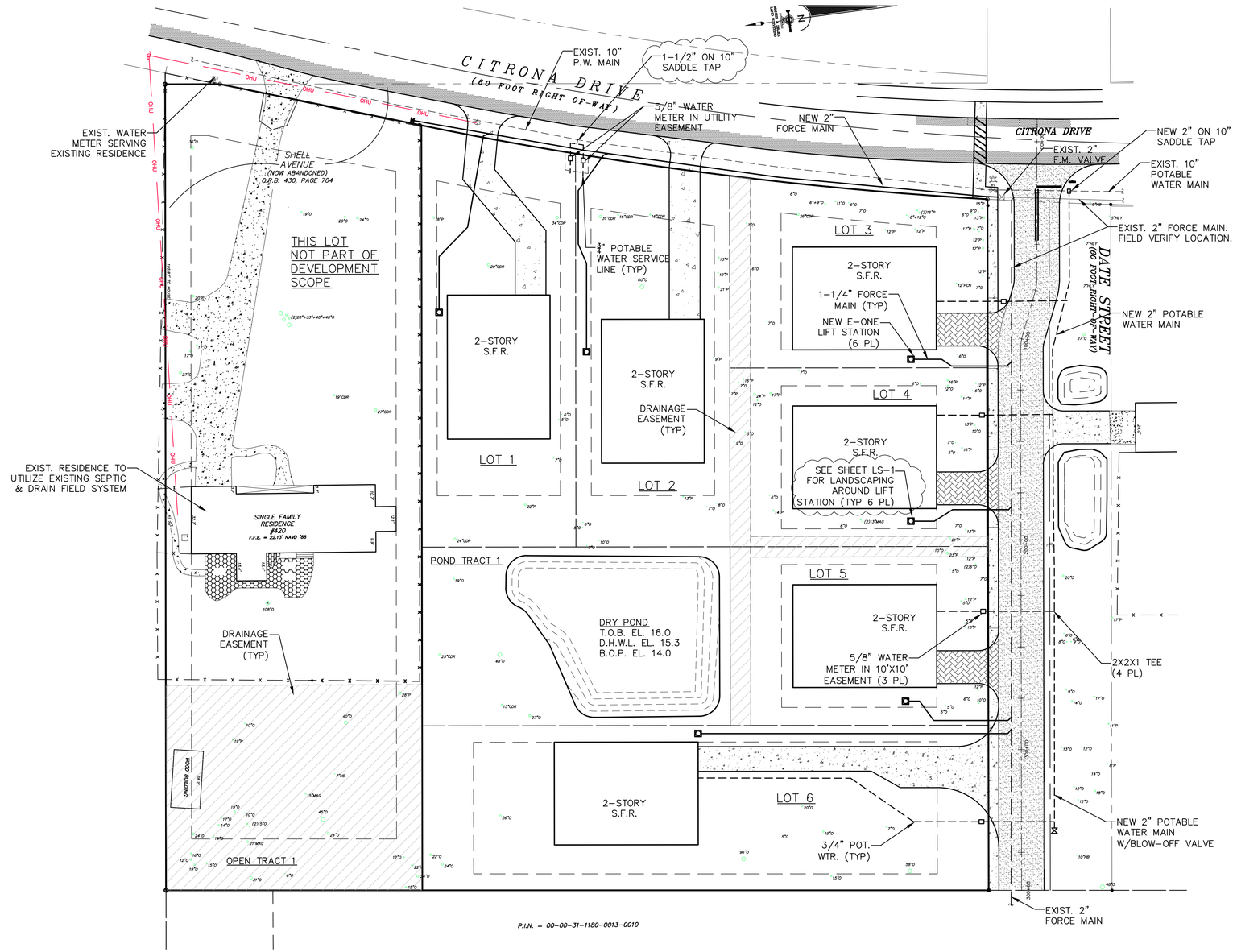
Project No. 24-10-XX



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Scale: 1:30
Project Mgr: AG
Designed by: AG
Drawn by: AG
QA/QC: NG

Gillette & Associates, Inc.
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Fernandina Beach, FL 32034

Certificate of Authorization No. 9332

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GILLETTE & ASSOCIATES, INC
31 SOUTH 4TH STREET
FERNANDINA BEACH, FL 32034
PHONE: (904) 261-8819

CITRONA DRIVE DEVELOPMENT
FERNANDINA BEACH, FLORIDA
FOR
COASTAL OAKS HOMES, LLC

UTILITY PLAN

REGISTERED DESIGN PROFESSIONAL
Asa Ray Gillette III
Digitally signed by Asa Ray Gillette III
DN: cn=Asa Ray Gillette III, email=asa@gilletteassociates.com, date: 2025.03.13 14:23:41 -04'00'
ASA R. GILLETTE, P.E.
FLORIDA P.E. NO. 56177

DWG DATE: 03/10/25
Sheet UT-1
Page 5 of 11
Project No. 24-10-XX

BARRIER TO BE PLACED AROUND TREE SHALL BE PLACED AROUND TREE PROTECTION ZONE AND BE CONSISTENT WITH SPECIFICATIONS DEFINED IN SECTION 4.05.14(E) OF THE CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE.

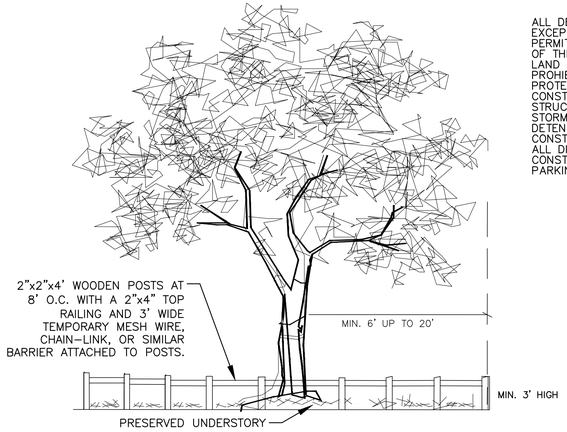
UNLESS NOTED OTHERWISE, THE TREE PROTECTION ZONE IS AT MINIMUM A CIRCULAR ZONE AROUND THE TREE TRUNK OF A RADIUS:

1) 6 FEET, IF THE DRIP LINE OF THE TREE IS LESS THAN 6 FEET FROM THE TRUNK OF THE TREE.

2) 6–20 FEET ENCOMPASSING THE FULL DRIP LINE OF THE TREE, IF THE DRIP LINE OF THE TREE IS BETWEEN 6 AD 20 FEET FROM THE TRUNK OF THE TREE.

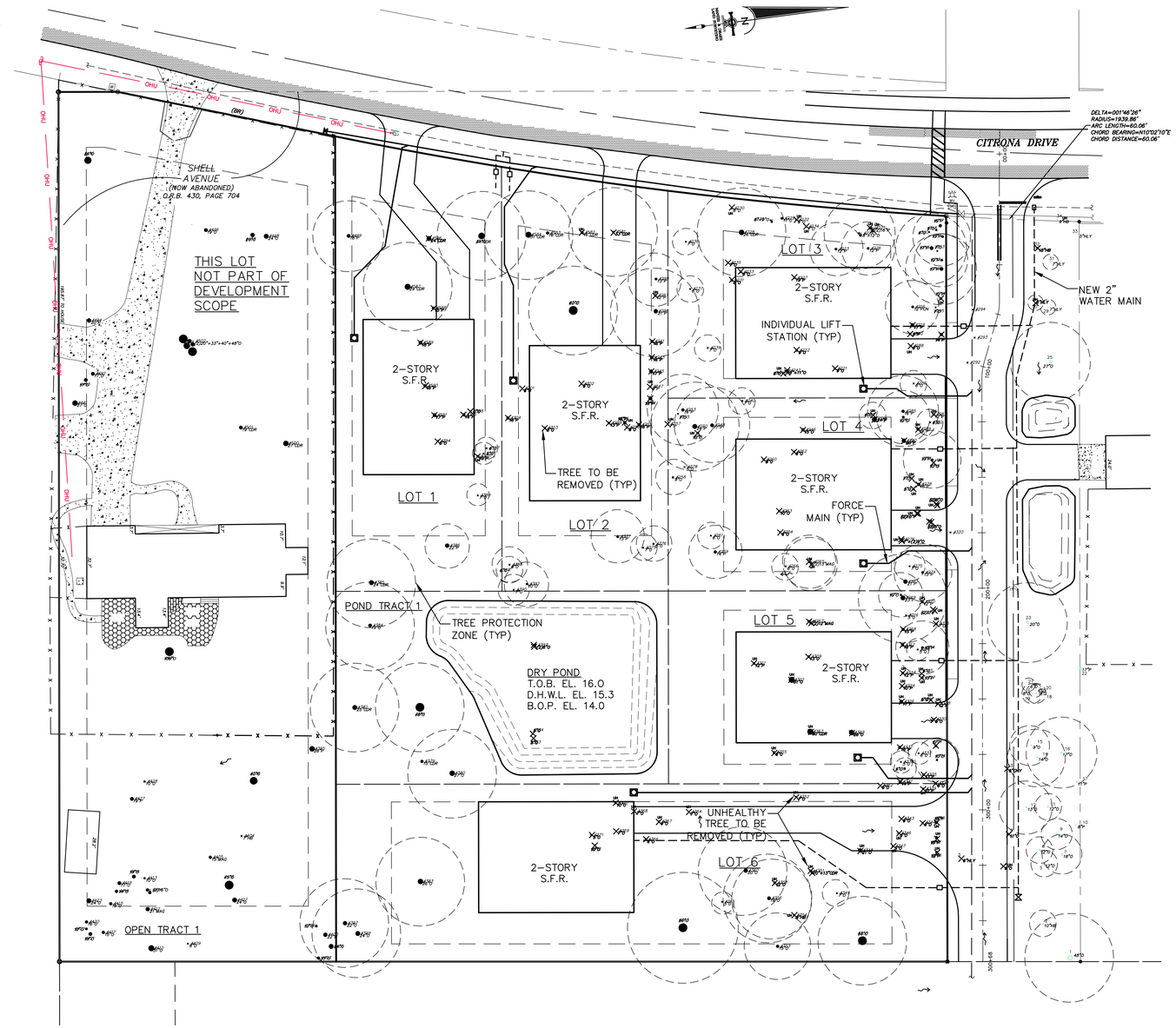
3) 20 FEET, IF THE DRIP LINE OF THE TREE IS GREATER THAN 20 FEET FROM THE TRUNK OF THE TREE. 3" MULCH LAYER SHALL BE APPLIED TO THE REMAINING AREA BETWEEN THE TREE PROTECTION ZONE AND DRIP LINE.

SEE SHEET TM–1 FOR ISA–CERTIFIED ARBORIST APPROVED TREE PROTECTION ZONES.



TREE PROTECTION DETAIL
NOT TO SCALE

ALL DEVELOPMENT ACTIVITIES, EXCEPT THOSE SPECIFICALLY PERMITTED BY SECTION 4.05.14(F)(4) OF THE CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE, SHALL BE PROHIBITED WITHIN THE TREE PROTECTION ZONE, INCLUDING ANY CONSTRUCTION OF BUILDINGS, STRUCTURES, PAVING SURFACES, STORMWATER RETENTION OR DETENTION PONDS, AND TEMPORARY CONSTRUCTION ACTIVITIES, INCLUDING ALL DIGGING, STORAGE OF CONSTRUCTION MATERIAL, AND PARKING OF CONSTRUCTION VEHICLES.



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Project Mgr: AG
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Fernandina Beach, FL 32034

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31 SOUTH 4TH STREET
FERNANDINA BEACH, FL 32034
PHONE: (904) 261-8819

CITRONA DRIVE DEVELOPMENT
FERNANDINA BEACH, FLORIDA
FOR
COASTAL OAKS HOMES, LLC

TREE MITIGATION PLAN

REGISTERED DESIGN PROFESSIONAL
Asa Ray Gillette III
Digitally signed by Asa Ray Gillette III
DN: cn=Asa Ray Gillette III, email=asaa@gilletteassociates.com
Date: 2025.03.13 14:23:59 -04'00'
ASA R. GILLETTE, P.E.
FLORIDA P.E. NO. 56177

DWG DATE: 03/10/25
Sheet TM–1
Page 7 of 11
Project No. 24–10–XX

LOT 1 - TREE PRESERVATION & CREDIT TABLE							
LOT NO.	TREE NO.	DBH	SPECIES	HEALTH STATUS	MITIGABLE DBH	PRESERVED? (Y/N)	SAVED DBH APPLIED
1	305	11	SP	4	0	N	0
	306	19	SP	1	19	N	0
	307	6	LAU	1	6	Y	6
	308	9	LAU	2	9	N	0
	385	25	CDR	3	25	Y	25
	386	24	LP	1	24	Y	24
	389	7	LAU	3	7	Y	7
	389	10	LAU	3	10	Y	10
	391	6	LAU	2	6	Y	6
	394	8	LAU	1	8	Y	8
	499	24	SP	1	24	Y	24
	585	25	CDR	2	25	Y	25
	586	22	CDR	3	22	N	0
	587	30	CDR	3	30	Y	30
	588	17	SP	3	17	N	0
	589	18	SP	1	18	N	0
	590	14	SP	3	14	N	0
	591	20	SP	1	20	N	0
PREDEVELOPED TOTAL MITIGABLE PROTECTED DBH							284
REQUIRED PRESERVATION DBH (50% PROTECTED DBH)							142
SAVED DBH							165
PLANTED DBH							0
POST-DEVELOPMENT DBH							165
DBH TOWARDS TREE FUND							0

LOT 1

LOT 2 - TREE PRESERVATION & CREDIT TABLE							
LOT NO.	TREE NO.	DBH	SPECIES	HEALTH STATUS	MITIGABLE DBH	PRESERVED? (Y/N)	SAVED DBH APPLIED
2	241	18	SP	1	18	N	0
	243	17	SP	3	17	N	0
	245	18	SP	2	18	N	0
	247	9	SP	5	0	N	0
	249	18	SP	1	18	N	0
	252	16	SP	1	16	N	0
	254	16	SP	4	0	N	0
	256	10	LAU	3	10	N	0
	296	22	SP	1	22	Y	22
	297	12	SP	5	0	N	0
	298	14	SP	1	14	Y	14
	299	13	SP	1	13	N	0
	300	61	LO	2	61	Y	61
	301	7	BG	2	7	N	0
	302	8	LAU	3	8	N	0
	303	10	LAU	2	10	N	0
	304	16	SP	1	16	N	0
	375	10	LAU	1	10	Y	10
	376	10	LAU	2	10	Y	10
	377	14	SP	1	14	Y	14
	387	9	LAU	1	9	Y	9
	388	9	LAU	2	9	Y	9
	389	7	LAU	3	7	Y	7
	390	11	LAU	1	11	Y	11
	392	12	LAU	2	12	Y	12
	581	37	CDR	2	37	N	0
	582	15	CDR	4	0	N	0
	583	20	CDR	3	20	Y	20
	584	35	CDR	3	35	Y	35
PREDEVELOPED TOTAL MITIGABLE PROTECTED DBH							422
REQUIRED PRESERVATION DBH (50% PROTECTED DBH)							211
SAVED DBH							234
PLANTED DBH							0
POST-DEVELOPMENT DBH							234
DBH TOWARDS TREE FUND							0

LOT 2

TREE PRESERVATION & CREDIT TABLE							
LOT NO.	TREE NO.	DBH	SPECIES	HEALTH STATUS	MITIGABLE DBH	PRESERVED? (Y/N)	SAVED DBH APPLIED
4	210	21	SP	1	21	Y	21
	211	13	SP	1	13	Y	13
	212	12	SP	3	12	Y	12
	213	6	LAU	3	6	Y	6
	214	12	SP	5	0	N	0
	215	15	SP	1	15	Y	15
	216	13	PCN	3	13	Y	13
	217	18	SP	1	18	Y	18
	218	12	LAU	3	12	Y	12
	219	18	SP	1	18	Y	18
	220	8	CH LAU	2	8	Y	8
	221	12	CH LAU	1	12	N	0
	222	11	LAU	3	11	N	0
	223	15	SP	1	15	Y	15
	224	8	MAG	4	0	N	0
	224	15	LAU	3	15	Y	15
	225	20	SP	4	0	N	0
	225	20	LAU	4	0	N	0
	226	13	SP	1	13	Y	13
	227	21	SP	1	21	N	0
	228	30	CDR	2	30	Y	30
	229	12	HB	3	12	Y	12
	230	6	HB	4	0	N	0
	231	7	CH LAU	2	7	N	0
	232	6	HB	4	0	N	0
	233	7	CH LAU	3	7	N	0
	234	8	HB	4	0	N	0
	235	8	CH LAU	3	8	N	0
	236	6	HB	2	6	Y	6
	236	8	HB	2	8	Y	8
	237	7	LAU	2	7	Y	7
	238	8	HB	2	8	Y	8
	239	7	LAU	1	7	Y	7
	242	6	LAU	3	6	N	0
	242	14	LAU	3	14	N	0
	244	6	LAU	5	0	N	0
	286	6	LAU	3	6	Y	6
	288	11	LAU	4	0	N	0
	290	9	SP	5	0	N	0
	291	14	SP	1	14	N	0
	295	7	CH LAU	3	7	Y	7
PREDEVELOPED TOTAL MITIGABLE PROTECTED DBH							370
REQUIRED PRESERVATION DBH (50% PROTECTED DBH)							185
SAVED DBH							270
PLANTED DBH							0
POST-DEVELOPMENT DBH							270
DBH TOWARDS TREE FUND							0

LOT 3

LOT 4 - TREE PRESERVATION & CREDIT TABLE							
LOT NO.	TREE NO.	DBH	SPECIES	HEALTH STATUS	MITIGABLE DBH	PRESERVED? (Y/N)	SAVED DBH APPLIED
4	240	8	LAU	1	8	Y	8
	246	20	LAU	1	20	N	0
	248	17	SP	1	17	Y	17
	250	25	SP	1	25	Y	25
	251	13	LAU	4	0	N	0
	253	16	SP	1	16	Y	16
	255	10	LAU	1	10	Y	10
	257	7	SP	5	0	N	0
	258	13	LAU	1	13	Y	13
	259	14	SP	1	14	Y	14
	260	11	LAU	1	11	N	0
	261	6	LAU	1	6	Y	6
	262	6	LAU	1	6	N	0
	263	12	LAU	2	12	N	0
	264	6	LAU	3	6	N	0
	265	13	MAG	4	0	N	0
	265	13	MAG	4	0	N	0
	266	7	LAU	2	7	Y	7
	273	22	SP	1	22	Y	22
	274	16	SP	1	16	Y	16
	275	7	SP	1	7	Y	7
	276	7	LAU	4	0	N	0
	276	9	CH LAU	4	0	N	0
	276	9	CH LAU	4	0	N	0
	277	10	SP	5	0	N	0
	277	10	LAU	2	10	N	0
	278	16	SP	5	0	N	0
	279	7	CH LAU	4	0	N	0
	280	20	SP	1	20	N	20
	281	13	SP	3	13	Y	13
	282	24	SP	1	24	Y	24
	283	12	LAU	1	12	Y	12
	284	6	CH LAU	4	0	N	0
	285	16	SP	1	16	Y	16
	287	12	SP	5	0	N	0
	289	14	SP	5	0	N	0
	317	6	CH LAU	4	0	N	0
	317	6	CH LAU	4	0	N	0
	318	10	LAU	4	0	N	0
	319	5	LAU	4	0	N	0
	319	5	LAU	4	0	N	0
	319	5	LAU	4	0	N	0
	321	5	CH LAU	4	0	N	0
	378	7	LAU	4	0	N	0
PREDEVELOPED TOTAL MITIGABLE PROTECTED DBH							311
REQUIRED PRESERVATION DBH (50% PROTECTED DBH)							155.5
SAVED DBH							246
PLANTED DBH							0
POST-DEVELOPMENT DBH							246
DBH TOWARDS TREE FUND							0

LOT 4

LOT 5 - TREE PRESERVATION & CREDIT TABLE							
LOT NO.	TREE NO.	DBH	SPECIES	HEALTH STATUS	MITIGABLE DBH	PRESERVED? (Y/N)	SAVED DBH APPLIED
5	267	12	MAG	3	12	Y	12
	267	12	MAG	3	12	Y	12
	268	16	SP	1	16	Y	16
	269	25	SP	1	25	Y	25
	270	13	SP	4	0	N	0
	271	11	LAU	3	11	Y	11
	272	6	LAU	5	0	N	0
	272	6	LAU	4	0	N	0
	309	14	LAU	3	14	N	0
	310	31	LAU	5	0	N	0
	311	13	SP	4	0	N	0
	312	19	SP	1	19	Y	19
	315	7	LAU	5	0	N	0
	316	5	LAU	3	5	Y	5
	323	13	SP	4	0	N	0
	324	10	SP	5	0	N	0
	325	5	LAU	5	0	N	0
	326	17	SP	5	0	N	0
	327	13	SP	5	0	N	0
	328	12	SP	5	0	N	0
	329	5	LAU	4	0	N	0
	330	5	LAU	3	5	N	0
	331	13	SP	2	13	N	13
	332	16	SP	1	16	N	0
	333	7	LAU	1	7	Y	7
	334	12	LAU	1	12	Y	12
	335	14	SP	1	14	Y	14
	336	5	LAU	3	5	Y	5
	338	6	LAU	1	6	Y	6
	341	14	SP	3	14	Y	14
	355	6	CH LAU	5	0	N	0
	357	30	CDR	4	0	N	0
	359	28	LAU	2	28	N	0
PREDEVELOPED TOTAL MITIGABLE PROTECTED DBH							234
REQUIRED PRESERVATION DBH (50% PROTECTED DBH)							117
SAVED DBH							171
PLANTED DBH							0
POST-DEVELOPMENT DBH							171
DBH TOWARDS TREE FUND							0

LOT 5

LOT 6 - TREE PRESERVATION & CREDIT TABLE							
LOT NO.	TREE NO.	DBH	SPECIES	HEALTH STATUS	MITIGABLE DBH	PRESERVED? (Y/N)	SAVED DBH APPLIED
6	337	8	LAU	1	8	Y	8
	339	10	SP	5	0	N	0
	340	15	SP	5	0	N	0
	342	16	SP	4	0	N	0
	343	6	LAU	1	6	N	6
	344	6	LAU	1	6	N	6
	345	13	SP	4	0	N	0
	346	6	CH LAU	5	0	N	0
	347	5	CH LAU	5	0	N	0
	348	24	LAU	4	0	N	0
	349	9	HB	1	9	N	0
	350	60	LO	1	60	Y	60
	351	10	CDR	5	0	N	0
	351	13	CDR	4	0	N	0
	352	10	LAU	2	10	N	0
	353	18	LAU	2	18	Y	18
	354	8	HB	5	0	N	0
	356	23	LAU	2	23	N	0
	358	12	LAU	4	0	N	0
	360	20	LAU	3	20	N	0
	361	6	LAU	1	6	N	0
	363	96	LO	1	96	Y	96
	364	7	BG	5	0	N	0
	366	10	LAU	1	10	N	10
	367	9	BG	4	0	N	0
	368	7	BG	5	0	N	0
	369	9	LAU	2	9	N	9
	370	14	LAU	4	0	N	0
	371	5	BG	3	5	N	5
	372	13	LAU	2	13	N	13
	383	28	LO	1	28	Y	28
	397	22	LO	1	22	Y	22
	399	25	LO	1	25	Y	25
PREDEVELOPED TOTAL MITIGABLE PROTECTED DBH							374
REQUIRED PRESERVATION DBH (50% PROTECTED DBH)							187
SAVED DBH							306
PLANTED DBH							0
POST-DEVELOPMENT DBH							306
DBH TOWARDS TREE FUND							0

LOT 6

POND TRACT - TREE PRESERVATION & CREDIT TABLE							
LOT NO.	TREE NO.	DBH	SPECIES	HEALTH STATUS	MITIGABLE DBH	PRESERVED? (Y/N)	SAVED DBH APPLIED
POND	373	8	LAU	1	8	N	0
	374	10	LAU	4	0	N	0
	379	16	CDR	2	16	Y	16
	380	32	LAU	3	32	Y	32
	381	50	LO	1	50	Y	50
	382	22	CDR	1	22	Y	22
	384	20	H	2	20	Y	20
	393	7	LAU	4	0	N	0
	393	8	LAU	4	0	N	0
PREDEVELOPED TOTAL MITIGABLE PROTECTED DBH							148
REQUIRED PRESERVATION DBH (50% PROTECTED DBH)							74
SAVED DBH							140
PLANTED DBH							0
POST-DEVELOPMENT DBH							140
DBH TOWARDS TREE FUND							0

POND TRACT 1

DATE STREET - TREE PRESERVATION TABLE WITH VARIANCE							
TREE NUMBER	DBH	SPECIES	HEALTH STATUS	MITIGABLE DBH	PRESERVED? (Y/N)	SAVED DBH	ARBORIST COMMENT
1	48	LO	2	48	Y	48	dead branches - trim
2	10	HB	1	10	Y	10	
3	6	Ch L	2	6	N	0	slight crook
4	6	LAU	5	0	N	0	dead
5	12	LAU	1	12	Y	12	
6	12	LAU	1	12	Y	12	
7	18	LAU	3	18	Y	18	big split with some decay - fork fell out
8	11	LAU	3	11	N	0	bent over the road
9	14	LAU	1	14	Y	14	
10	8	P	1	8	Y	8	
11	12	LAU	1	12	Y	12	
12	13	LAU	1	13	Y	13	
13	6	CHY	3	6	N	0	understory tree and crooked over the road
14	14	LAU	3	14	Y	14	forked at 7 fee - V shaped codominant
15	9	LO	1	9	Y	9	
16	17	LAU	2	17	Y	17	fork at 25 feet
17	11	P	1	11	Y	11	
18	9	LO	1	9	Y	9	
19	8	LO	1	8	Y	8	
20	6	LO	1	6	Y	6	
21	6	LO	1	6	Y	6	
22	17	P	1	17	Y	17	
23	20	LO	1	20	Y	20	
24	6	N/A	5	0	Y	0	gone - utility line
25	27	LAU	1	27	Y	27	
26	7	N/A	5	0	Y	0	gone - utility line
27	7	N/A	5	0	Y	0	gone - utility line
28	7	N/A	5	0	Y	0	gone - utility line
29	7	CH L	3	7	Y	7	understory
30	9	N/A	5	0	N	0	dead
31	7	Ch L	3	7	Y	7	understory
32	18	HB	2	18	N	0	forked at 10 feet
33	5	CH L	2	5	Y	5	understory
34	9	HB	4	0	N	0	top cut off - probably utilities, but no lines
	402			351		310	

PREDEVELOPED TOTAL PROTECTED DBH:	351	
REQUIRED PRESERVATION DBH (50% PROTECTED DBH):	175.5	
SAVED DBH:	310	SAVING 88% OF THE PROTECTED TREES
PLANTED DBH:	0	
POST DEVELOPED DBH:	310	77% ABOVE REQUIRED PRESERVATION
TREE FUND REQUIREMENT:	0	

DATE STREET R.O.W.

No.	By	Date	Revision
C	AG	03/10/25	RESPONSE TO TRC SUBMITTAL – SUBMITTAL #2
B	AG	01/31/25	RESPONSE TO COMPLETENESS REVIEW
A	AG	01/09/25	TECHNICAL REVIEW COMMITTEE SUBMITTAL #1

Scale: 1:30
Project Mgr: AG
Designed by: AG
Drawn by: AG
QA/QC: NG

Gillette & Associates, Inc.
31 South 4th Street
Fernandina Beach, FL 32034
Certificate of Authorization No. 9332

DO NOT SCALE THIS DRAWING – DIMENSIONS AND NOTES TAKE PREFERENCE. DRAWING IS REDUCED IF LESS THAN 22" x 34"

G & A
GILLETTE & ASSOCIATES, INC
31 SOUTH 4TH STREET
FERNANDINA BEACH, FL 32034
PHONE: (904) 261-8819

CITRONA DRIVE DEVELOPMENT
FERNANDINA BEACH, FLORIDA
FOR
COASTAL OAKS HOMES, LLC

TREE MITIGATION SCHEDULES

REGISTERED DESIGN PROFESSIONAL
Asa Ray Gillette III
Digitally signed by Asa Ray Gillette III
DN: cn=Asa Ray Gillette III, email=asa@gilletteassociates.com
Date: 2025.03.13 14:24:13 -04'00'
ASA R. GILLETTE, P.E.
FLORIDA P.E. NO. 56177

DWG DATE: 03/10/25
Sheet TM–2

Project No. 24–10–XX

PLANTING SCHEDULE				
SYMBOL	QTY.	KEY	SPECIES / COMMON NAME	SIZE/REMARKS
SHADE TREE	14	SM	MAGNOLIA GRANDIFLORA / SOUTHERN MAGNOLIA	3" CAL MIN.
	3	EP	ILEX ATTENUATA / EAST PALATKA HOLLY	3" CAL MIN.
UNDERSTORY TREE	0	CM	LAGERSTROEMIA SPP. / CREPE MYRTLE	3" CAL MIN.
	0	LB	GORDONIA IASIANTHUS / LOBLOLLY BAY	3" CAL MIN.
	60±	–	VIBURNUM OBOVATUM / WALTER'S VIBURNUM	18" HT & 24" O.C. MAX SPACING WITH A HEIGHT OF 3-FT AFTER 24 MONTHS

RESIDENTIAL LANDSCAPE REQUIREMENTS:

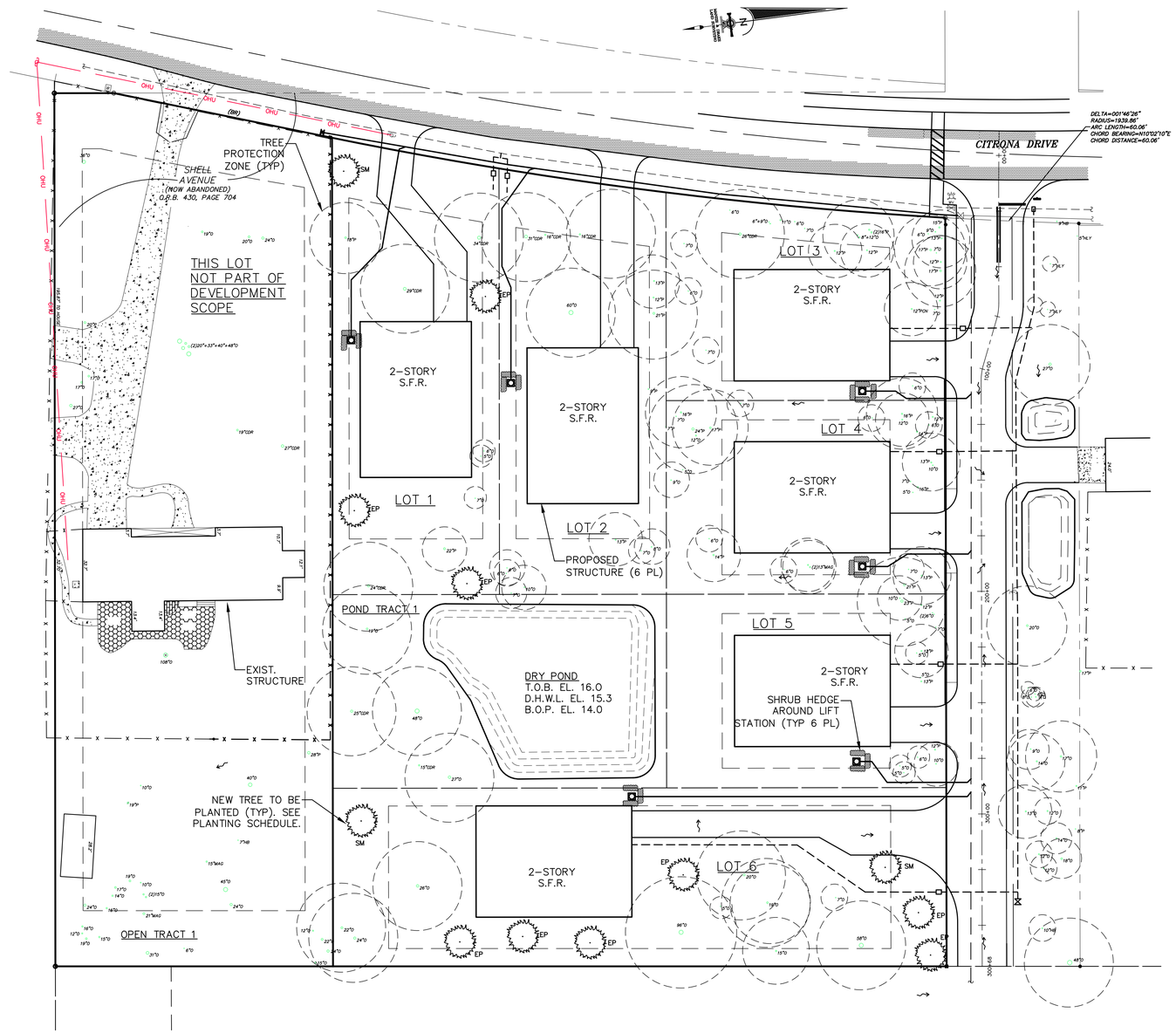
LDC 4.05.05(A) REQUIREMENT:

– MINIMUM OF AT LEAST TWO NATIVE, SHADE TREES FOR EACH 2,500 SQUARE FEET OF DEVELOPMENT SITE. LANDSCAPE MATERIALS MUST BE AS FOLLOWS:
– AT LEAST 4 NATIVE TREES MAY BE LOCATED IN THE FRONT, REAR OR SIDE YARD.
– ALL MECHANICAL EQUIPMENT, TRANSFORMERS, LIFT STATIONS, ETC. TO RECEIVE HEDGE SYSTEM PER PLANTING SCHEDULE.

OTHER NOTES:

– IRRIGATION PLAN TO BE BY THE LANDSCAPE CONTRACTOR AND SUBMITTED TO THE C.O.F.B. PLANNING DEPARTMENT FOR REVIEW PRIOR TO PROCUREMENT AND INSTALLATION.

REQUIRED MINIMUM CANOPY TREE PLANTING						
LOT #	LOT WIDTH	LOT LENGTH	LOT AREA (SF)	REQ'D SHADE TREES	EXISTING TREES	NEW SHADE TREES TO PLANT
1	75'	192'	14,855	12	8	4
2	75'	192'	13,930	11	16	0
3	82'	126'	10,927	9	27	0
4	87'	126'	10,927	9	26	0
5	87'	126'	10,927	9	16	0
6	80'	275'	22,077	18	10	8



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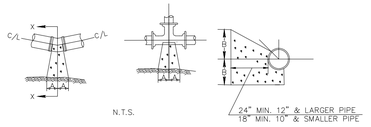
CITRONA DRIVE DEVELOPMENT
FERNANDINA BEACH, FLORIDA
FOR
COASTAL OAKS HOMES, LLC

LANDSCAPE PLAN

REGISTERED DESIGN PROFESSIONAL
Asa Ray Gillette III
Digitally signed by Asa Ray Gillette III
DN: cn=Asa Ray Gillette III, email=asa@gillettesurveyors.com, c=US
Date: 2025.03.13 14:24:27 -04'00'
ASA R. GILLETTE, P.E.
FLORIDA P.E. NO. 56177

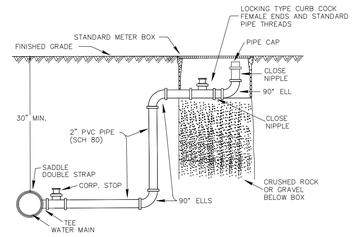
DWG DATE: 03/10/25
Sheet LS-1
Page 9 of 11
Project No. 24-10-XX



	1/4 BENDS		CU FT	1/8 BENDS		CU FT	1/16 BENDS		CU FT		TEE		CU FT
SIZE	A	B	CONC.	A	B	CONC.	A	B	CONC.	SIZE	A	B	CONC.
6"	16"	10"	3.2	9"	10"	3.0	6"	8"	1.3	6"	10"	12"	3.5
8"	22"	13"	7.2	12"	13"	3.7	8"	10"	2.1	8"	13"	16"	5.4
10"	26"	17"	11.5	14"	17"	5.9	10"	13"	3.6	10"	16"	20"	9.4
12"	29"	21"	21.1	16"	21"	8.6	11"	16"	6.6	12"	18"	24"	16.6
14"	35"	24"	29.8	19"	24"	14.9	12"	20"	8.9	14"	22"	27"	23.2
16"	38"	27"	37.8	21"	27"	18.1	12"	24"	11.2	16"	24"	30"	28.6
20"	47"									20"			

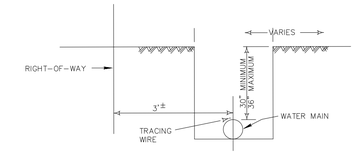
NOTE:
1. ALL BEARING SURFACES TO BE CARRIED TO UNDISTURBED SOIL.
2. THESE TABLES SHOW MINIMUM SIZE THRUST BLOCKS FOR GOOD SOIL, (A-1 THROUGH A-3, CLEAN SAND AND GRAVELS)
3. POOR SOIL (A-4 THROUGH A-8, SILTY SOILS, CLAYS, MUCK AND PEAT) WILL REQUIRE LARGER THRUST BLOCKS.

THRUST BLOCKS FOR BENDS & TEE'S



NTS

FLUSHING VALVE



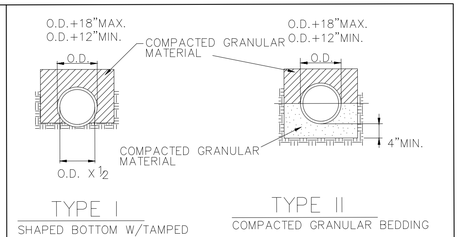
NTS

WHITE PVC DR 25 C900 PIPE FOR ALL 4", 6", 8", 10" AND 12" MAINS

#10 UF SOIID TRACING WIRE TO BE INSTALLED ON TOP OF MAIN TAPED EVERY TEN FEET

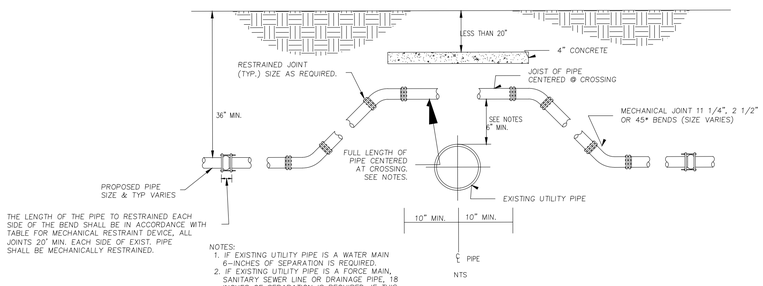
PIPE LETTERING TO BE AT TOP OF PIPE WITH EDGE OF JOINT LINE VISIBLE AT BELL

TRENCH DETAILS



CLASS "B"

BEDDING DETAILS

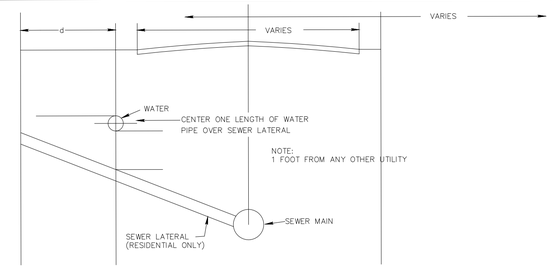


THE LENGTH OF THE PIPE TO RESTRAINED EACH SIDE OF THE BEND SHALL BE IN ACCORDANCE WITH TABLE FOR MECHANICAL RESTRAINT DEVICE, ALL JOINTS 20' MIN. EACH SIDE OF EXIST. PIPE SHALL BE MECHANICALLY RESTRAINED.

NOTES:
1. IF EXISTING UTILITY PIPE IS A WATER MAIN 6-INCHES OF SEPARATION IS REQUIRED.
2. IF EXISTING UTILITY PIPE IS A FORCE MAIN, SANITARY SEWER LINE OR DRAINAGE PIPE, 18 INCHES OF SEPARATION IS REQUIRED. IF THIS IS IMPOSSIBLE AND EXISTING UTILITY MAIN IS C900, C905 SEPARATION CAN BE REDUCED TO 6-INCHES. A FULL 20FT. PIPE SHALL BE CENTERED UNDER EXISTING UTILITY MAIN TO PROVIDE MAXIMUM JOINT SPACING FOR 18-INCH OR 6-INCH SEPARATIONS.
3. LOCATING WIRING REQUIRED. SEE DETAIL W-44.

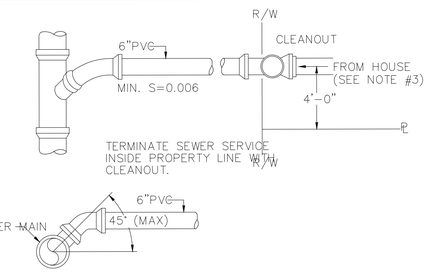
NTS

UTILITY CONFLICT DETAIL "A"



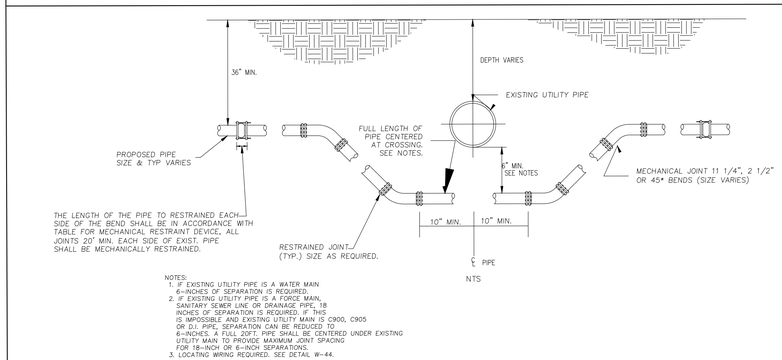
NOTES:
1. MAINTAIN MINIMUM 6' HORIZONTAL SEPARATION BETWEEN WATER AND WASTE WATER MAINS. WHERE THIS IS NOT POSSIBLE REPLACE WASTE WATER MAIN WITH DR-18 PVC FOR THE LENGTH IN WHICH THE 10' HORIZONTAL SEPARATION CANNOT BE MAINTAINED. (BY OTHERS)
2. MAINTAIN MINIMUM 6" VERTICAL SEPARATION BETWEEN ALL WATER AND WASTE WATER MAINS.
3. MAINTAIN MINIMUM 12" SEPARATION BETWEEN ALL OTHER FACILITIES

WATER AND SEWER MAIN CLEARANCES



NOTE:
1. SEWER SERVICE SHALL BE INSTALLED 4'-0" INSIDE PROPERTY LINES.
2. TEMPORARY 4"x4"x8" POST, PAINTED RED AT TOP, TO BE INSTALLED FOR AIDING IN THE PROTECTION OF SEWER CLEAN OUTS. THE POST SHALL EXTEND 4' ABOVE GRADE.
3. CONNECTION FROM HOUSE TO UWF SYSTEMS SHALL BE A HARD CONNECTION. FLEXIBLE CONNECTIONS SHALL NOT BE USED.

TYPICAL SEWER SERVICE

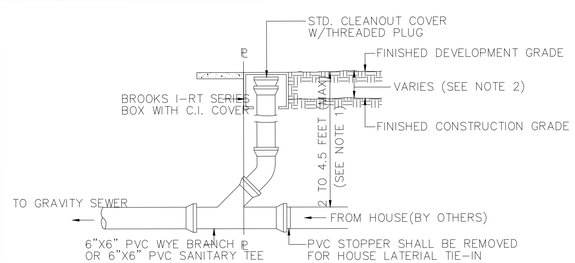


THE LENGTH OF THE PIPE TO RESTRAINED EACH SIDE OF THE BEND SHALL BE IN ACCORDANCE WITH TABLE FOR MECHANICAL RESTRAINT DEVICE, ALL JOINTS 20' MIN. EACH SIDE OF EXIST. PIPE SHALL BE MECHANICALLY RESTRAINED.

NOTES:
1. IF EXISTING UTILITY PIPE IS A WATER MAIN 6-INCHES OF SEPARATION IS REQUIRED.
2. IF EXISTING UTILITY PIPE IS A FORCE MAIN, SANITARY SEWER LINE OR DRAINAGE PIPE, 18 INCHES OF SEPARATION IS REQUIRED. IF THIS IS IMPOSSIBLE AND EXISTING UTILITY MAIN IS C900, C905 OR D.I. PIPE, SEPARATION CAN BE REDUCED TO 6-INCHES. A FULL 20FT. PIPE SHALL BE CENTERED UNDER EXISTING UTILITY MAIN TO PROVIDE MAXIMUM JOINT SPACING FOR 18-INCH OR 6-INCH SEPARATIONS.
3. LOCATING WIRING REQUIRED. SEE DETAIL W-44.

NTS

UTILITY CONFLICT DETAIL "B"



NOTE:
1. DEPTH OF CLEANOUT SHALL BE SET BY DISTANCE TO HOUSE CONNECTION @ 1/4" PER FOOT, PLUS ONE FOOT.
2. CONTRACTOR TO COORDINATE DEPTH WITH DEVELOPER.

CLEANOUT

GRAVITY SEWER STANDARD SPECIFICATIONS

1. ALL MANHOLES SHALL BE PRECAST CONCRETE AND CONFORM TO ASTM C-478 STANDARDS. MANHOLE CONES AND RISERS SHALL BE CONSTRUCTED OF 4,00 PSI, TYPE II CEMENT WITH RIVER ROCK OR GRANITE AGGREGATE.

2. ALL PIPES SHALL BE CONNECTED TO THE MANHOLE USING A LOCK JOINT FLEXIBLE MANHOLE SLEEVE (ASTM C-923) OR APPROVED EQUAL.

3. THE EXTERIOR AND INTERIOR OF THE MANHOLE SHALL BE COATED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS WITH FABERTITE AS MANUFACTURED BY BRIGGS BITUMINOUS COMPOSITION COMPANY.

4. AN INSIDE PVC DROP MANHOLE (TYPE "B") SHALL BE REQUIRED FOR MANHOLES WHICH HAVE A DISTANCE OF 18 INCHES OR GREATER BETWEEN INFLUENT PIPE INVERT AND EFFLUENT PIPE INVERT. ALL OTHER DROPS SHALL HAVE A SLIDE CONSTRUCTED TO DIRECT THE FLOW INTO THE INVERT CHANNEL.

5. SEWER SERVICES SHALL HAVE 12" THICK COMPACTED LIMEROCK IF 2-FEET OF GROUND COVER CANNOT BE MAINTAINED OVER THE SERVICE LINE.

6. ALL DR-18 PVC SEWER PIPE TO CONFORM TO AWWA C900 STANDARDS. GASKETED JOINTS SHALL CONFORM TO ASTM D3139 AND GASKETS MEET ASTM F477.

7. THE MAXIMUM NUMBER OF DIPS IS ONE, 1-INCH DIP PER 135 LF OF PIPE. NO MORE THAN ONE DIP PER 135 LF OF PIPE. A DIP IS DEFINED AS A CHANGE IN ELEVATION OF 0.5" OR GREATER.

WATER MAIN NOTES

IT IS REQUIRED THAT ALL NEW AND RELOCATED WATER MAINS BE PRESSURE TESTED AND LEAKAGE TESTED IN ACCORDANCE WITH AWWA STANDARD C900.

IT IS REQUIRED THAT ALL NEW AND RELOCATED WATER MAINS BE DISINFECTED IN ACCORDANCE WITH AWWA STANDARD C651 AND RULE 62-555.345, F.A.C..

ALL WATER MAINS WILL BE CONSTRUCTED WITH C900-DR18 PIPE
ALL WATER SERVICES WILL CONSTRUCTED WITH WHITE PVC SCHEDULE 80 PIPE. BLUE SPRAY PAINT WILL BE APPLIED TO THE TOP SURFACE.
JOINT RESTRAINERS MAY BE USED IN PLACE OF THRUST BLOCKS ON C900, DR25 PIPE. WITH APPROVAL OF THE CITY UTILITIES DEPARTMENT.

No.	By	Date	Revision
C	AG	03/10/25	RESPONSE TO TRC SUBMITTAL - SUBMITTAL #2
B	AG	01/31/25	RESPONSE TO COMPLETENESS REVIEW
A	AG	01/09/25	TECHNICAL REVIEW COMMITTEE SUBMITTAL #1

Scale: NONE
Project Mgr: AG
Designed by: AG
Drawn by: AG
QA/QC: NG

Gillette & Associates, Inc.
31 South 4th Street
Fernandina Beach, FL 32034
Certificate of Authorization No. 9332

DO NOT SCALE THIS DRAWING – DIMENSIONS AND NOTES TAKE PREFERENCE. DRAWING IS REDUCED IF LESS THAN 22" x 34"

G & A
GILLETTE & ASSOCIATES, INC
31 SOUTH 4TH STREET
FERNANDINA BEACH, FL 32034
PHONE: (904) 261-8819

CITRONA DRIVE DEVELOPMENT
FERNANDINA BEACH, FLORIDA
FOR
COASTAL OAKS HOMES, LLC

WATER & SEWER DETAILS

REGISTERED DESIGN PROFESSIONAL
Asa Ray Gillette III
Digitally signed by Asa Ray Gillette III
DN: cn=Asa Ray Gillette III, email=asa@gilletteassociates.com
Date: 2025.03.13 14:24:51 -04'00'
ASA R. GILLETTE, P.E.
FLORIDA P.E. NO. 56177

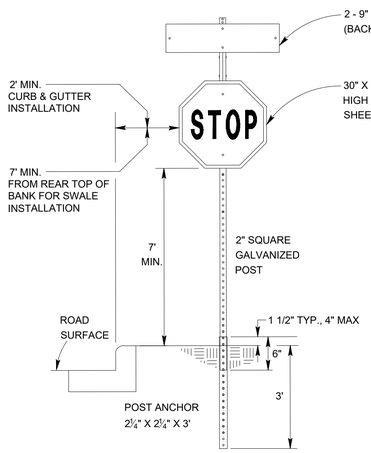
DWG DATE: 03/10/25
Sheet DT-1

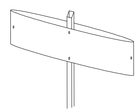
Project No. 24-10-XX

NOTES:
GALVANIZED STEEL SQUARE TUBE POSTS SHALL MEET THE REQUIREMENTS OF FDOT ROADWAY AND TRAFFIC DESIGN STANDARDS, INDEX NO. 11860

SIGN PLACEMENT SHALL MEET THE REQUIREMENTS OF FDOT ROADWAY AND TRAFFIC DESIGN STANDARDS, INDEX NO. 17302.

NOTE: LEAVE 2 HOLES FROM TOP OF POST FOR THE INSTALLATION OF CAPS, DEAD END AND NO OUTLET SIGN IF NEEDED.





SIGN BLANKS ARE RIVETED TOGETHER AND RIVETED TO THE POST.

Pages Dairy 50000 RD

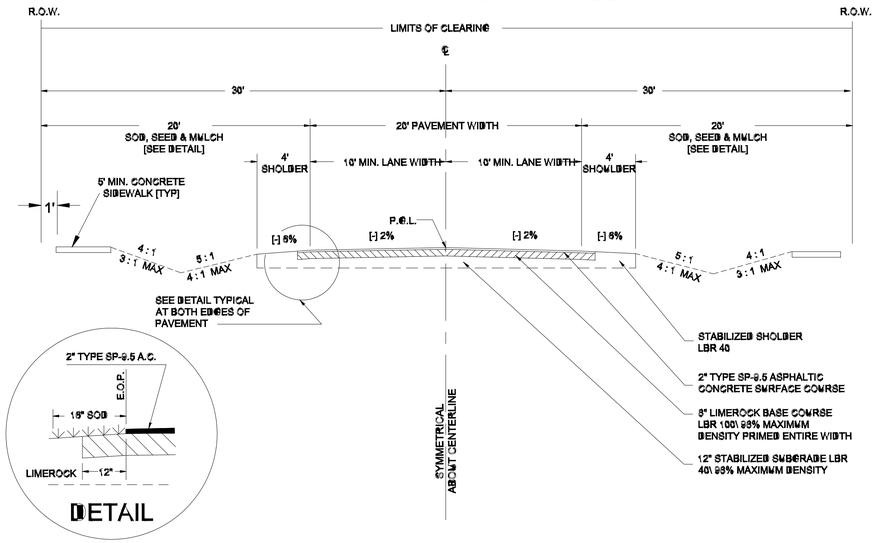
6" UPPER AND 4½" LOWER CASE

3" U.C. LETTERING AND NUMBERS

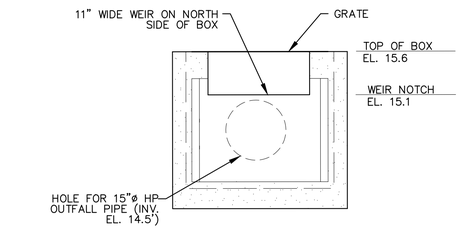
SHEETING - GREEN E C FILM OVER HIGH INTENSITY PRISMATIC, SILVER (PRIVATE- BLUE SHEETING)
SIGN BLANKS - 0.080 ALUMINUM 9"X42" TYP.

STOP AND STREET MARKER DETAIL

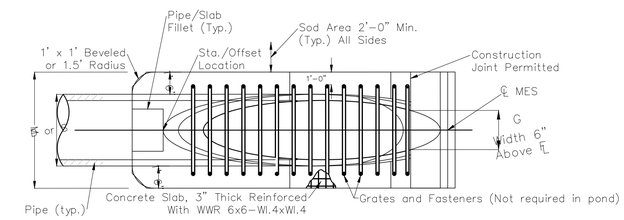
RIGHT-OF-WAY WIDTH: 60 FEET



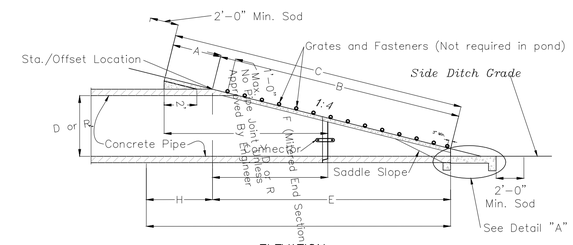
TYPICAL ROAD SECTION



ONSITE OUTFALL STRUCTURE DETAIL



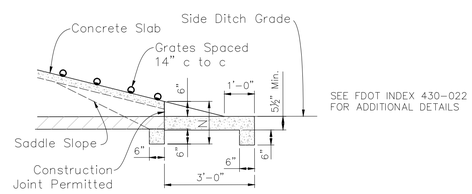
PLAN – SINGLE PIPE



ELEVATION

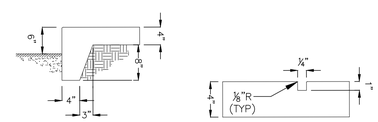
DIMENSIONS FOR SINGLE 24" CONCRETE PIPE												
DIA. D	X	A	B	C	E	F	G	H	M	N	3" CONC. SLAB (CY)	SODDING (SY)
24"	3'-5"	2.53'	7.18'*	9.71'	7.03'*	11'	1.73'	4.0'	5.50'	1.25'	1.02	10

*6.42' *6.25' DIMENSIONS PERMITTED TO ALLOW USE OF 8' STANDARD PIPE LENGTHS.



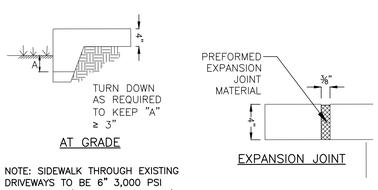
DETAIL "A"

MES DETAIL



AT ASPHALT PAVEMENT

DUMMY JOINT



AT GRADE

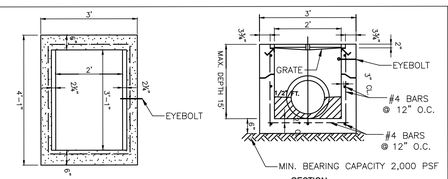
EXPANSION JOINT

NOTE: SIDEWALK THROUGH EXISTING DRIVEWAYS TO BE 6" 3,000 PSI CONCRETE W/ 6x6xW1.4 WWM W/ TURNDOWN EDGE

SIDEWALK TURNDOWN DETAILS

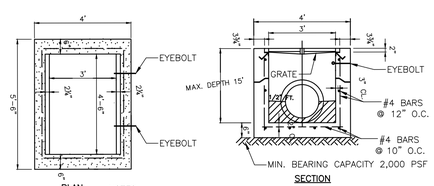
SIDEWALK JOINT DETAILS

SIDEWALK DETAILS



NOTES:
1. CONCRETE DESIGN STRENGTH 4,000 PSI
2. PIPES SHALL BE FLUSH WITH INSIDE WALL
3. SLOT OPENING SHALL NOT BE IN WALLS WITH RATE SEAT

TYPE C INLET



NOTES:
1. CONCRETE DESIGN STRENGTH 4,000 PSI
2. PIPES SHALL BE FLUSH WITH INSIDE WALL
3. SLOT OPENING SHALL NOT BE IN WALLS WITH RATE SEAT

TYPE E INLET

INLET DETAILS

No.	By	Date	Revision
C	AG	03/10/25	RESPONSE TO TRC SUBMITTAL – SUBMITTAL #2
B	AG	01/31/25	RESPONSE TO COMPLETENESS REVIEW
A	AG	01/09/25	TECHNICAL REVIEW COMMITTEE SUBMITTAL #1

Scale: NONE
Project Mgr: AG
Designed by: AG
Drawn by: AG
QA/QC: NG

Gillette & Associates, Inc.
31 South 4th Street
Fernandina Beach, FL 32034

Certificate of Authorization No. 9332

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FERNANDINA BEACH, FL 32034
PHONE: (904) 261-8819

CITRONA DRIVE DEVELOPMENT
FERNANDINA BEACH, FLORIDA
FOR
COASTAL OAKS HOMES, LLC

MISCELLANEOUS DETAILS

REGISTERED DESIGN PROFESSIONAL
Asa Ray Gillette III
Digitally signed by Asa Ray Gillette III
DN: cn=Asa Ray Gillette III, email=asa@gilletteassociates.com
Date: 2025.03.13 14:25:14 -04'00'
ASA R. GILLETTE, P.E.
FLORIDA P.E. NO. 56177

DWG DATE: 03/10/25
Sheet DT-2
Page 11 of 11
Project No. 24-10-XX

RESOLUTION 2024-247

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, APPROVING~~/DENYING~~ VARIANCE REQUESTS TO DEVIATE FROM ROADWAY STANDARDS REFERENCED IN LAND DEVELOPMENT CODE SECTION 7.01.02(B)(2) FOR PORTIONS OF DATE STREET LOCATED EAST OF CITRONA DRIVE; MAKING FINDINGS OF FACT AND CONCLUSIONS OF LAW; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 7.01.02(B)(2) of the City Land Development Code (LDC) provides that City Roadway Standards apply to all new roadway construction and existing unimproved rights-of-way; and

WHEREAS, the subject public right-of-way includes portions of Date Street east of Citrona Drive, currently owned by Edward E. Boner, Jr. who has filed a request to deviate from Section 7.01.02(B)(2) of the LDC to allow less than standard right-of way improvements to a semi-improved roadway; and

WHEREAS, the subject property is located adjacent to a semi-improved right-of-way with anticipated development of new single family homes to be reviewed as a subdivision plat under separate preliminary and final applications; and

WHEREAS, the Owner argues that a standard roadway constructed in compliance with the LDC will require the removal of twenty trees with a cumulative Diameter at Breast Height (DBH) of 199 inches and if allowed to deviate from the right-of-way standards the effect would minimize the canopy loss by greater than 50%, only requiring removal of nine total trees with a cumulative DBH of 73 inches if allowed to deviate from the LDC and City Roadway Standards as depicted in Exhibit A; and

WHEREAS, the City staff has analyzed the application for the three variances made by the Owner using the six criteria in Section 10.02.02(a) of the LDC, and the City staff finds that this application meets all six criteria, the Comprehensive Plan Objectives 5.11, 5.12 and policy 2.07.02 and recommends approval.

NOW THEREFORE BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

<u>Variance case number 2024-0006 is GRANTED as follows, subject to the stated conditions.</u>

SECTION 1. Variance #1: requesting the City Commission to allow an inverted crown instead of a center crown, more specifically "Variance to Ordinance 2019-18, Drawing #1 of 15 (page 1 of 17) – Local Road, 2-Lane with Swale. Crowned Roadway Construction Drawing #1 of 15 shows the roadway be constructed with a crown, which allows the water to shed from the centerline of the roadway to the edge of the roadway to be collected in a swale system. ~~We request that~~ <u>Instead</u>, the roadway <u>may</u> be constructed with an inverted crown, allowing the runoff water to shed from the edge of the roadway to the centerline of the roadway. The runoff water would then sheet flow toward ~~Citrona Drive~~ <u>a collection area located in the Date Street</u> right-of-way <u>with any required outfall via the new subdivision on the applicant's adjacent</u>

property. Roadway slopes would remain as shown in Drawing #1 of 15~~., is hereby approved/denied because _____~~.

SECTION 2. Variance #2: requesting the City Commission modify T-turn around standards, specifically citing "Variance to Ordinance 2019-18, Drawing #9 of 14 (page 8 of 17) – Special "T" Turnaround. Roadway "T" Turnaround dimensions- Drawing #9 of 14 shows a roadway special turnaround "T" dimension of 60-feet long and a width of 24- ft. ~~We ask that~~ Instead, the roadway width and turnaround "T" dimensions may be allowed to fluctuate to meet firetruck turnaround as part of the TRC requirements currently underway. Current right-of-way widths exceed that shown on Drawing #9 of 14 and driveway lengths will be adjusted accordingly,"~~., is hereby approved/denied because _____~~. Provided, however, that: the t-turnaround shall adhere to minimum requirements for National Fire Prevention Association Code for construction to ensure safety and access for emergency vehicles; the portion of the applicant's property utilized to accommodate the t-turnaround shall be dedicated as right of way to the City of Fernandina Beach; that driveway connections, except any portion of a driveway utilized for the t-turnaround, are designed to minimize impervious surfaces by requiring permeable pavers set in an aggregate base. Any portion of a driveway utilized for the t-turnaround on Date Street shall be concrete with the thickness required to support a fire apparatus; that consideration of understory plantings be used to support drainage and replace necessary lost canopy trees; and that all these conditions shall be required to be reviewed as part of any Technical Review Committee (TRC) application for roadway improvements and as a part of the Committee's review of a future subdivision request.

SECTION 3. Variance #3: requesting the City Commission to eliminate the requirement for a stabilized shoulder and allow for limited sidewalk improvements on the south side of Date Street, specifically, "Variance to Ordinance 2019-18, Note 21, page 16 of 17 – Concrete Curb Requirement. Note 21 requires concrete curbs be provided on both sides of all streets. ~~We ask that~~ Instead, curb installation for the proposed roadway may be eliminated for this project due to the infrequent use of the road (rural-type setting) and to prevent additional damage to the existing trees ~~we are trying to save~~. ~~It should be noted that~~ The south side of the road ~~will~~ shall contain a 5-ft wide sidewalk~~," is hereby approved/denied~~ because _____.

SECTION 4. This Resolution shall become effective immediately upon passage.

ADOPTED this 7th day of January, 2025.

CITY OF FERNANDINA BEACH

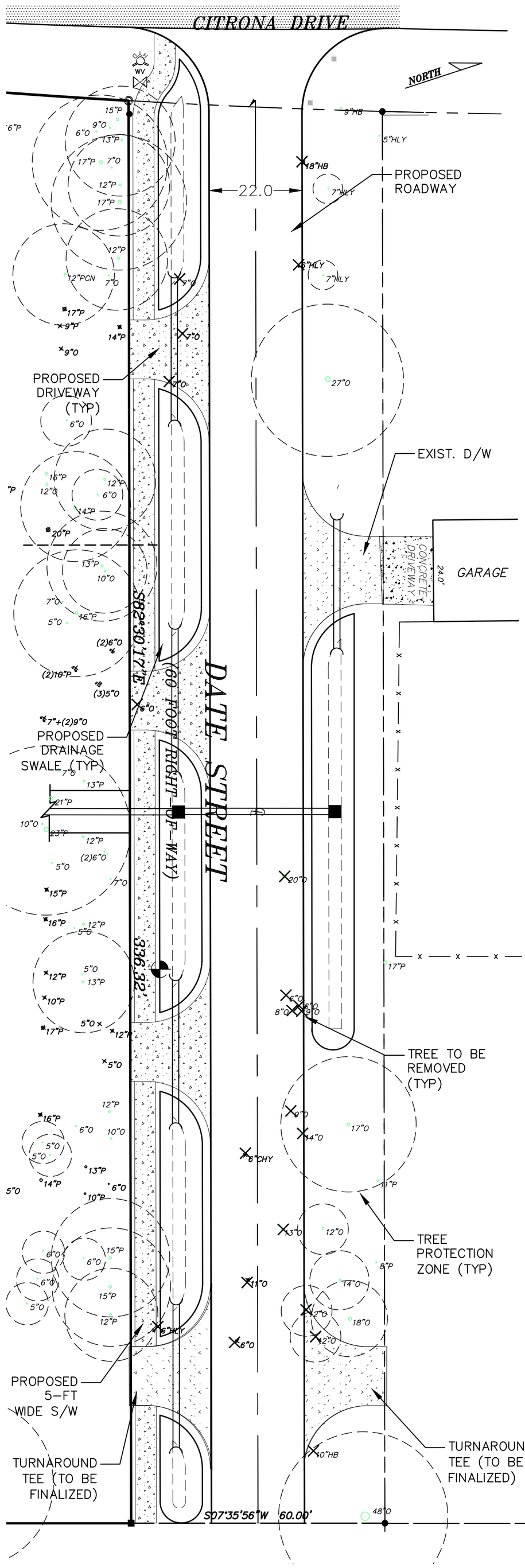
_____
JAMES ANTUN
Commissioner – Mayor

ATTEST:

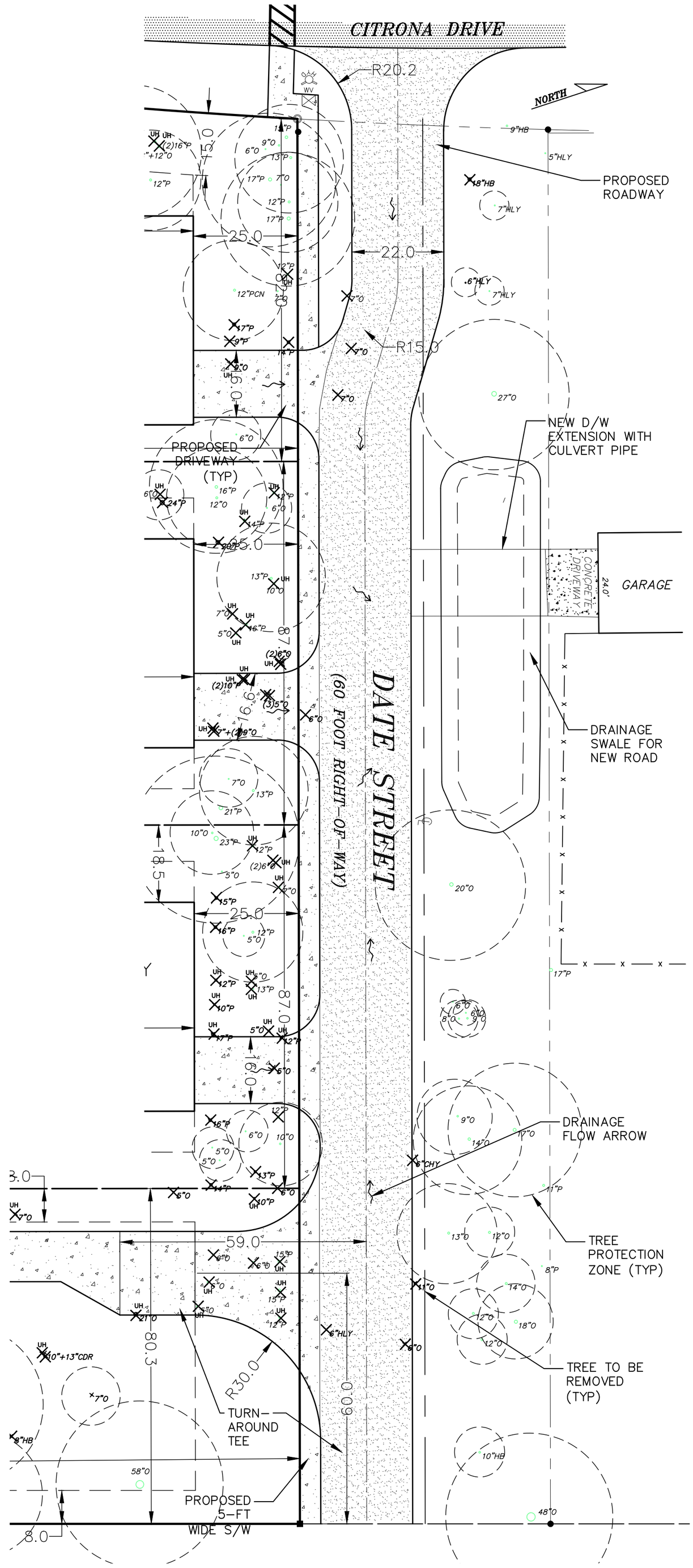
Caroline Best
_____
CAROLINE BEST
City Clerk

APPROVED AS TO FORM AND LEGALITY:

_____
HARRISON W. POOLE
City Attorney Pro Tem



R.O.W. WORK PER CITY STANDARDS
REMOVE 20 TREES
TOTAL DBH REMOVED: 199"



PROPOSED R.O.W. WORK – UPDATED
REMOVE 9 TREES
TOTAL DBH REMOVED: 74"

No.	By	Date	Revision
D	AG	12/3/24	DATE STREET VARIANCE REQUEST – MODIFICATION
C	AG	11/25/24	DATE STREET VARIANCE REQUEST
B	AG	11/19/24	OWNER & ARBORIST REVIEW
A	AG	10/22/24	DEVELOPMENT; OWNER REVIEW

G & A
GILLETTE & ASSOCIATES, INC
31 SOUTH 4TH STREET
FERNANDINA BEACH, FL 32034
PHONE: (904) 261-8819

CITRONA DRIVE DEVELOPMENT
FERNANDINA BEACH, FLORIDA
FOR
ARTISAN HOMES LLC

DATE STREET RIGHT-OF-WAY
TREE REMOVAL COMPARISON
UPDATED PROPOSED WORK

ISSUE DATE: 12/3/24
Sheet
Page of X
Project No. 24-10-XX

VARIANCE REQUEST STAFF REPORT
2024-006
DECEMBER 2024

Agent/Owner:	Teresa Prince, Esq with supporting documents from Asa Gillette, PE on behalf of owner, Edward E. Boner, Jr.
Property Address/ Short Legal Description:	420 Date Street LOT 15 IN OR 1194/903 ABDN R/W IN OR 430/704
Parcel Number:	00-00-31-1180-0015-0000
Requested action:	VARIANCE from LDC Section 7.01.02(B)(2) to deviate from current roadway standards.
Current zoning:	R-1
FLUM land use category:	Low Density Residential
Existing uses on the site:	Single Family Home and Vacant Land Approximately 3.34 acres of land

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 subject property contains approximately 3.34 deeded acres of R-1 (Low Density Residential) area with a single-family home constructed in 1953 located in the southwestern portion of the parcel, 420 Citrona Drive. Date Street presently has one developed lot at 1520 Date Street containing a single-family home and allowable accessory structures which utilize the roadway for daily access. It is anticipated that development of 2111 Date Street (separate owner) will occur within the next 12-18 months.

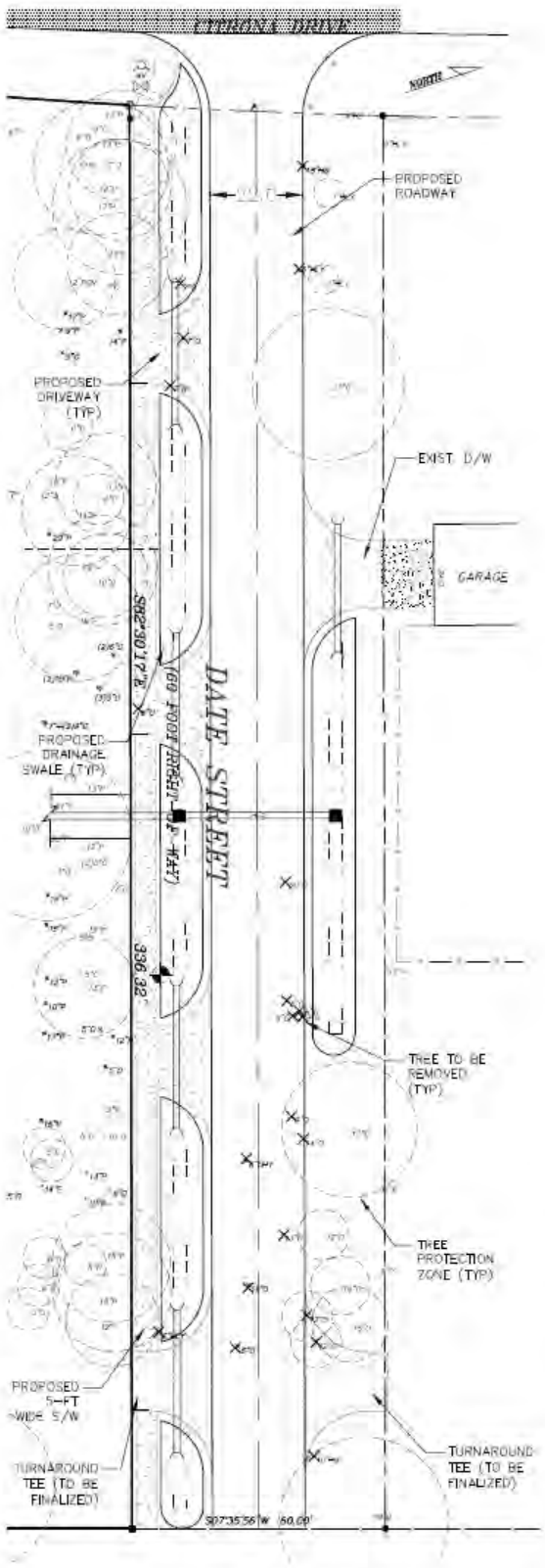
Date street is presently semi-improved with a stabilized surface. The applicant wishes to support future development of their 3.34 acres of land with newly created lots (*to be considered under separate preliminary and final plat processes at a later date*) fronting Date Street. Since the applicant seeks to create new parcels fronting Date Street, they are required to make certain improvements to the roadway. The City established standards for construction of its roadways in 2019 under Ordinance 2019-18.

The applicant demonstrates with preliminary engineering drawings that full compliance with the established standards will require a significant amount loss of tree canopy along Date Street. Specifically, compliance with all dimensional and engineering standards will require a loss of 20 trees with a cumulative Diameter at Breast Height (DBH) of 199 inches. If certain variances are granted from the right-of-way standards the effect would minimize the canopy loss by greater than 50%, only requiring removal of 9 total trees with a cumulative DBH of 73 inches.

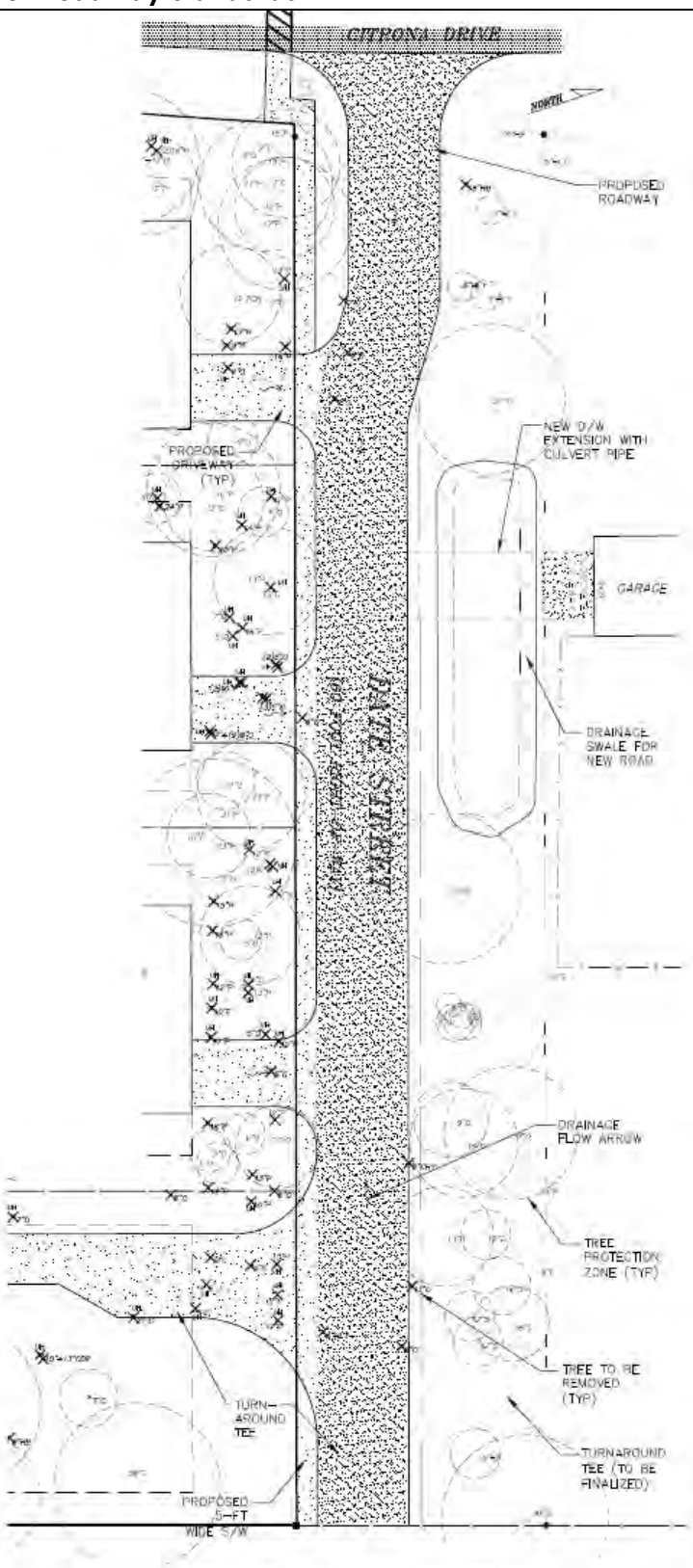
The applicant is requesting a variances to deviate from the City's roadway standards to make improvements to Date Street that do not fully meet all established roadway requirements set forth in LDC section 7.01.02 (B)(2). The requested actions are generally summarized as follows:

1. Inverted Crown and Modified Stormwater Requirements: To create an inverted crown ˅ rather than a centerline crown ^ to allow stormwater to flow down the middle of the road to exit on Citrona Drive;
2. T-Turnaround Dimensional Changes: To fluctuate standards for T-turnaround to allow for emergency services as required, but at a reduced standard as acceptable during the Technical Review Committee (TRC) process; and
3. Remove Curbs: To eliminate curb requirement to allow a more rural standard roadway design.

EXHIBIT A: Preliminary Engineering Analysis of Roadway Standards



R.O.W. WORK PER CITY STANDARDS
REMOVE 20 TREES
TOTAL DBH REMOVED: 199"



PROPOSED R.O.W. WORK – UPDATED
REMOVE 9 TREES
TOTAL DBH REMOVED: 74"

EXHIBIT B: SUBJECT PROPERTY

EXHIBIT C: SUBJECT PROPERTY WITH LAND USE AND ZONING

EXHIBIT D: TOPOGRAPHY DATA

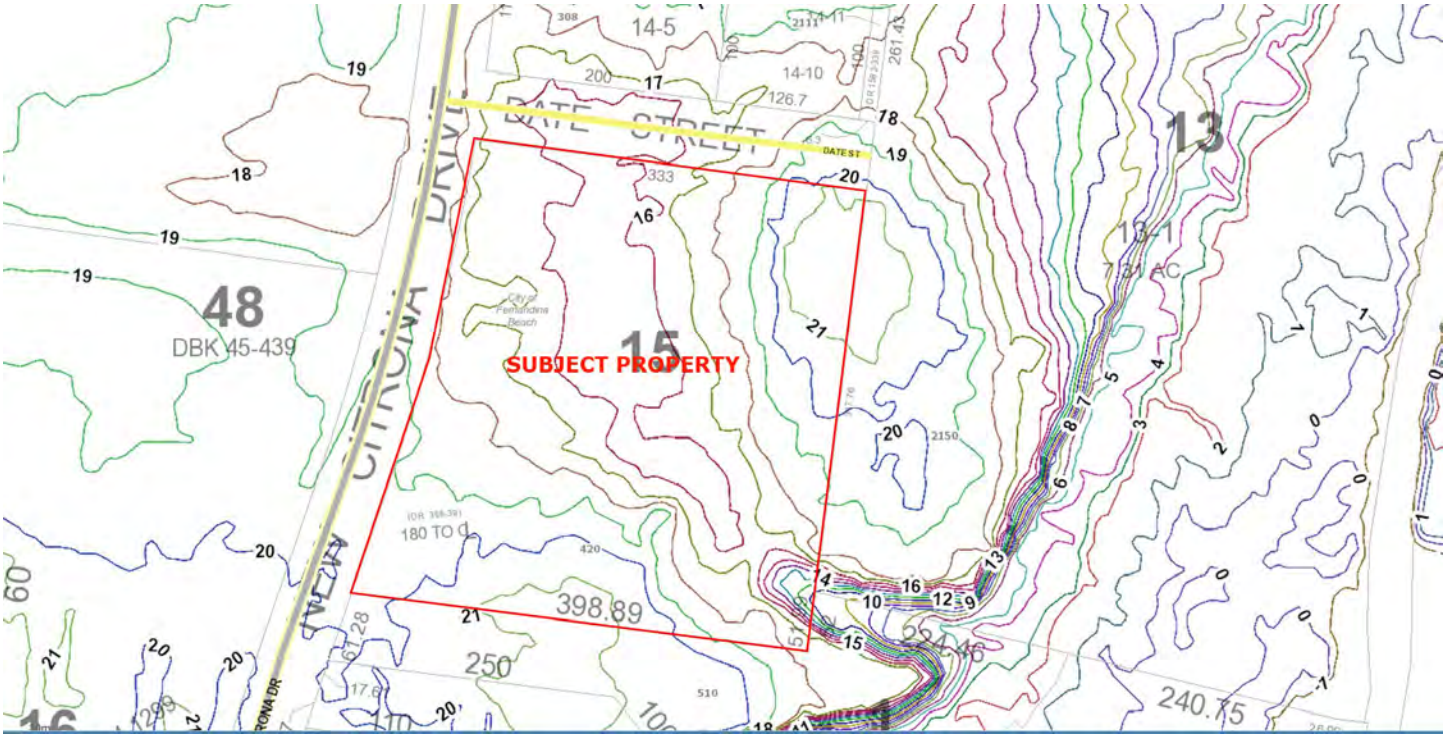
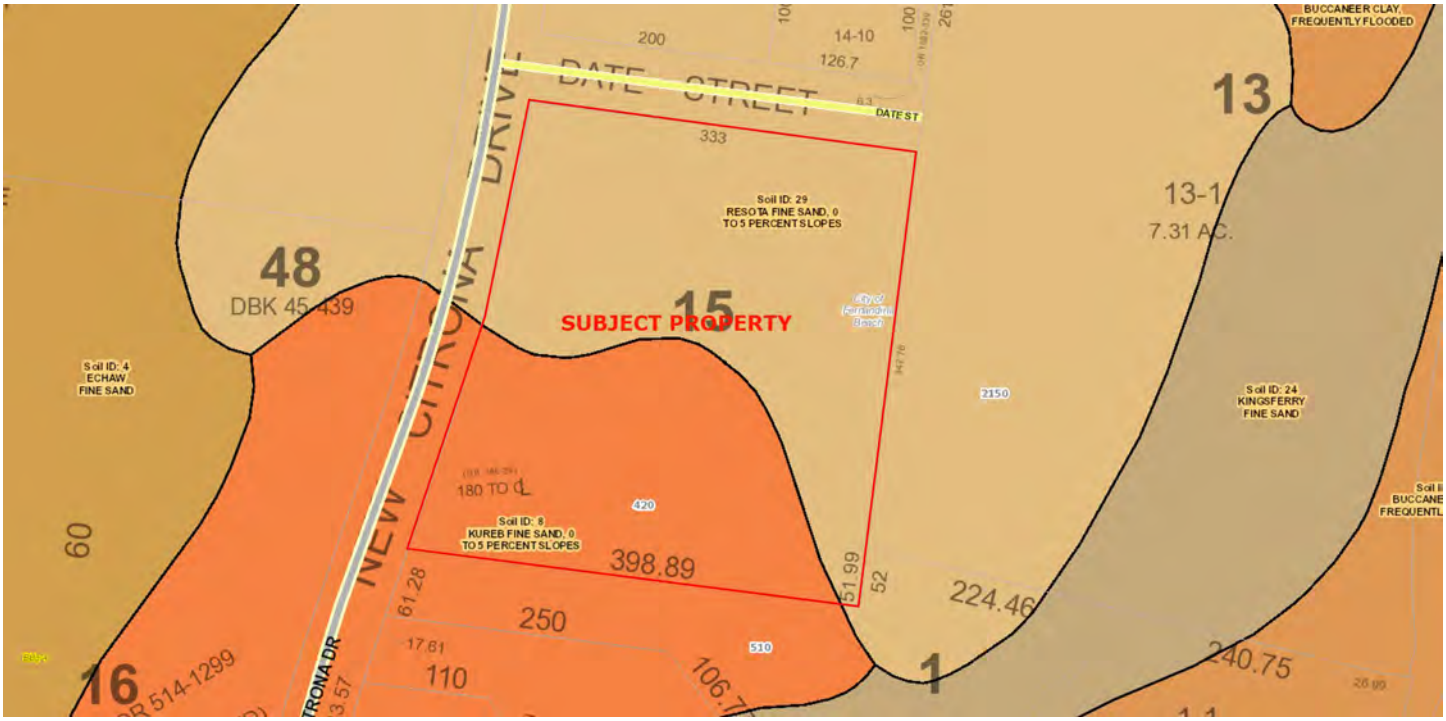


EXHIBIT E: SOILS DATA



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 City Commission.

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.
- Policy 1.03.01 - The City shall protect environmental resources. The City's land development regulations shall address development in floodplains, shoreline protection, wetlands protection, air quality, water quality, energy conservation, urban forestry and habitats for listed protected or endangered species.
- Policy 2.07.02 - The multi-modal network shall be designed to avoid, minimize, and mitigate adverse impacts upon cultural, natural and historic resources and scenic quality during the siting, design, construction, operation, and maintenance of the transportation system. Use of the transportation system to enhance cultural, natural and historic resources and preserve neighborhood character and scenic quality shall be considered where possible.
- Objective 5.11 Tree Preservation and Urban Forestry - The City shall commit to preservation of community trees and the urban forest to improve air quality, community health, quality of life, aesthetics, and energy conservation.
- Policy 5.10.01 (d) & (e) - d. Preserve native vegetation and habitat types; Preserve forested areas, the understory and native soil associations.
- Policy 5.13.09 - The City shall maintain tree preservation and protection as outlined in Objective 5.11 as a means of contributing to increased energy efficiency through the City.

ANALYSIS:

In order for an application for a variance to be approved or approved with conditions, the City Commission shall make a positive finding with regard to 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 *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.*	The development proposed will consist of 4 homes facing Date Street for it's ingress, egress, and post office address purposes. The balance of the homes for this project will face Citrona Drive and be used for ingress, egress, and have post office addresses off Citrona Drive. There are currently two other parcels which utilize Date Street for their property access. One has an existing single family home	**Yes.** Special conditions **do exist** as they relate to the land. The current roadway is semi-improved allowing for current access to a single family home. It is anticiapted that the applicant will seek approvals to plat four additional home sites. A vacant lot across the street is expected	☒ **Yes** ☐ **No**

Special conditions or circumstances do not result from actions of the applicant and are not based on a desire to reduce development costs.	and consists of a seven (7) acre tract. The other is a platted lot that is vacant but under development for a single family home. The entire area is zoned R-1 with a low density residential FLUM. Currently, as mentioned above, there is an improved dirt road which is approximately 10 feet wide. The special onditions which exist on Date Street is the fact that it is treed with beautiful canopy and mature trees which have been allowed to exist because the dirt road does not meet the City's Roadway standard. Not all roads within the City of Fernandina Beach still maintain the natural tree cover afforded by canopy and mature trees due to the fact that they have been improved to the standards set by the City. The owner of the property and the applicant in this matter, did not create the conditions or circumstances which are peculiar and the application for the variance is not based on a desire to reduce development costs. In this instance, the Owner is able to properly improve Date Street in compliance with the City's Roadway Standards. However, improving Date Street to the City's Standard would require the removal of 199" dbh of trees and alter the character of Date Street. The applicant desires to improve Date Street in a manner that provides the minimum standards necessary to (i) meet health and safety requirements; (ii) allow the Owners which utilize Date Street safe ingress and egress; (iii) and allow the public to be able to traverse Date Street properly while still maintaining it's beautiful canopy-like appearance.	to develop in the near future. A total of 6 single family homes are expected to access and rely on improvements to Date Street. The existing tree canopy adacent to the Egans Creek Greenway is critically important for wildlife. The applicant has demonstrated the ability to reduce the tree canopy loss by greater than 50% IF certain variances are given which is fully supported by multiple Comphrensive Plan polciies and objectives. Retention of more mature trees within this area not only maintains the wildlife habitat but is in keeping with the character of exsisting similarly situated home sites within the immeadate area. The applicant has demonstrated that the variances are not a desire to reduce development costs, rather they recognize that working with the existing canopy serves to strenthen the overall development. Future requested actions to create a subdivision along this roadway segment are not prevented by denial of the requested variances. The applicant is voluntarily pursuing this action in good faith to protect the established canopy of the area.	
<u>2. Special Privilege</u> *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.*	Approval of this variance will not confer a special privilege upon the applicant. Section 7.01.02.B.2. of the City's Code provides that any applicant may apply to the City Commission to deviate from the Roadway Standards.	**<u>Yes.</u>** Granting the variance **<u>does not confer</u>** upon the applicant a special privilege that is denied by the Land Development Code as any individual seeking to deviate from minimum standards established can seek a variance from the City Commission.	☒ **Yes** ☐ **No**
<u>3. Literal Interpretation</u> *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.*	The literal interpretation of the code would deprive the community of the benefits of the canopy and mature trees which currently line the road and would thwart this community's overall intent to keep the character of the island and protect the tree canopy of the island. The expected impact to the tree canopy on Date Street is 199" of dbh of trees. If the	**<u>Yes.</u>** Literal interpretation of the Land Development Code **<u>would deprive</u>** the applicant of rights enjoyed by other properties within this zoning district. The existing lots located along Date Street were permitted to construct either prior to current	☒ **Yes** ☐ **No**

	variance is approved the tree impact is reduced to 73" of dbh trees. The applicant recognizes the adjacent Owner's rights and the public's right to be able to properly traverse Date Street and has designed the proposed improvements in a manner which deviates from the City's Roadway Standards but allow for proper and safe access.	standards or will be allowed to proceed without making any improvements as a result of being an existing vacant lot on a less than standard roadway. The applicant is seeking later development approvals to create four new lots located on the same street frontage. The maximum number of lots that could ever utilize this segment of Date Street is 6, of which 2 are already allowed access without any further improvements.	
4. Minimum Variance *The variance requested is the minimum variance needed that will make possible the reasonable use of the land, structure, or building.*	The enclosed materials reflect the minimum variance required to allow Date Street to be improved for the benefit of the public and the surrounding land owners and preserve existing canopy and mature trees. The variances from the Roadway Standards identified in the attached material is the minimum variance which is dictated by attempting to save the most trees. The result of a variance being granted is that 126" dbh of trees will be preserved rather than felled to improve Date Street.	**Yes.** The variance requested **is the minimum** variance needed to make possible the reasonable use of the land in a manner that serves to maximize retention of the existing mature tree canopy within proximity to the Egans Creek Greenway.	☒ **Yes** ☐ **No**
5. General Harmony *Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and Comprehensive Plan.*	As reflected in the attached Letter of Intent, granting the variance will be in harmony with the community's value placed on tree canopy and tree cover and the overall character of Amelia Island.	**Yes.** Granting the variance **will be in harmony** with the general intent and purpose of the Land Development Code and Comprehensive Plan. The intent of both is to, "Balance the interest of the general public with that of individual property owners as well as, 'Protect and, where necessary, preserve valuable natural resources…'". The applicants request serves only to support and maximize tree canopy preservation. The character of the surrounding areas and its development pattern with mature tree lined streets demonstrate the harmony achieved by the applicant's request.	☒ **Yes** ☐ **No**
6. Public Interest *Granting the variance is compatible with surrounding properties, will not cause injury to the area*	The variance to the Roadway Standards represented in the attached application materials is compatible with surrounding properties and would not cause injury to the area involved, or otherwise be detrimental to	**Yes.** Granting the variance **is compatible** with the surrounding properties, will not cause injury to the area involved, or otherwise be detrimental to the	☒ **Yes** ☐ **No**

involved, or otherwise be detrimental to the public health, safety, welfare or environment.	the public health, safety, welfare, or environment. The variance requested will allow the road to be built in a manner that preserves safety and allows for the road to be utilized properly while at the same time, preserving the trees, protecting the area, and protecting the surrounding environment.	public health, safety, welfare, or environment. The denial of the requested action will require substantially greater tree canopy loss within the small roadway segment of Date Street.	

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 recommends APPROVAL with conditions.

Staff recommendations:

APPROVAL of variance case 2024-0006 with the following conditions:

1. that the t-turnaround adheres to minimum requirements for National Fire Prevention Association Code for construction to ensure safety and access for emergency vehicles; and
2. that consideration of understory plantings be used to support drainage and replace necessary lost canopy trees; and
3. that driveway connections are designed to minimize impervious surfaces by requiring permeable pavers set in an aggregate base.

These conditions would be required to be reviewed as part of any Technical Review Committee (TRC) application for roadway improvements and as a part of the Committee's review of a future subdivision request.

MOTION TO CONSIDER

I move to **approve or deny** variance case number 2024-0006;

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

That variance case 2024-0006, as presented, **is or is not** substantially compliant with the Comprehensive Plan and Land Development Code to warrant approval at this time;

AND that variance case number 2024-0006 **meets or does not meet** the following criteria for granting a variance:

Respectfully Submitted,

Kelly N. Gibson

Kelly N. Gibson, AICP
Director

Print

Board of Adjustment (BOA) - Submission #15065

Date Submitted: 11/25/2024

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.

- [x] Residential Properties $1,500
- [ ] Non-Residential properties $3,500
- [ ] Administrative Appeals $500

2024 Submission Deadlines + Board Meetings Calendar

BOA 2024

IMPORTANT NOTES

Application Requirements

- [x] A complete application filed at least forty-five (45) days before the date of the Board of Adjustment's public hearing;
- [x] A current signed, sealed, scaled survey of the property (no olderthan two years from date of application);
- [x] Proof of ownership (copy of deed or tax statement)
- [x] 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-five (45) 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:

- [x] Procedures for Variances – LDC Section 10.02.04.
- [x] Expiration of Variance Approval – LDC Section 10.02.04(C).
- [x] Appeals on a Variance – LDC Section 10.02.04(D).
- [x] 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*

- [x] 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?*

8/8/2024

PROPERTY INFORMATION

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

Site Address*

420 Citrona Drive

City*

Fernandina Beach

State*

FL

Zip*

32034

Parcel ID #(s)*

00-00-31-1180-0015-0000

Zoning District*

R-1

Future Land Use Designation*

Low Density Residential

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name*

Edward

Last Name*

Boner, Jr.

Company (if applicable)

Mailing Address*

303 Centre Street, Suite 203

City*

Fernandina Beach

State*

FL

Zip*

32034

Telephone Number*

9042611833

E-mail Address*

info@tpislandlaw.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

First Name

Teresa

Last Name

Prince

Company (if applicable)

Tomassetti & Prince

Mailing Address

PO Box 1443

City

Fernandina Beach

State

FL

Zip

32035

Telephone Number

9042611833

E-mail Address

info@tpislandlaw.com

PROJECT INFORMATION

Variance Requested from LDC Section(s)*

7.01.02.B.2 City Roadway Standards

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

This project is located at 420 Citrona Drive and consists of 3.324 acres to be platted into 7 lots. Four houses are proposed to face Date Street and three are proposed to face Citrona. Although not designated under the City's Code to be a canopy road, the section of Date Street to be improved has the appearance and quality of a canopy road with beautiful trees aligning the existing dirt road which will be improved during the development of the site. The current width of Date Street being utilized for ingress and egress is approximately 10 feet and the surface is dirt. The existing platted Right of Way is the required 60 feet. Pursuant to the City's Roadway Standards, Date Street must be widened and improved to 22 feet of pavement width and make other improvements in the 60' Right of Way, all of which will require removal of a substantial amount of mature trees. Therefore, this variance request is to vary from the required Road Standards for the required improvement to Date Street in order to save at least 126" dbh of trees on Date Street. Each specific section of the Roadway Standards which the applicant requests to vary are outlined in the attachments to the Letter of Intent.

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 development proposed will consist of 4 homes facing Date Street for it's ingress, egress, and post office address purposes. The balance of the homes for this project will face Citrona Drive and be used for ingress, egress, and have post office addresses off Citrona Drive. There are currently two other parcels which utilize Date Street for their property access. One has an existing single family home and consists of a seven (7) acre tract. The other is a platted lot that is vacant but under development for a single family home. The entire area is zoned R-1 with a low density residential FLUM. Currently, as mentioned above, there is an improved dirt road which is approximately 10 feet wide. The special conditions which exist on Date Street is the fact that it is treed with beautiful canopy and mature trees which have been allowed to exist because the dirt road does not meet the City's Roadway standard. Not all roads within the City of Fernandina Beach still maintain the natural tree cover afforded by canopy and mature trees due to the fact that they have been improved to the standards set by the City. The owner of the property and the applicant in this matter, did not create the conditions or circumstances which are peculiar and the application for the variance is not based on a desire to reduce development costs. In this instance, the Owner is able to properly improve Date Street in compliance with the City's Roadway Standards. However, improving Date Street to the City's Standard would require the removal of 199" dbh of trees and alter the character of Date Street. The applicant desires to improve Date Street in a manner that provides the minimum standards necessary to (i) meet health and safety requirements; (ii) allow the Owners which utilize Date Street safe ingress and egress; (iii) and allow the public to be able to traverse Date Street properly while still maintaining it's beautiful canopy-like appearance.

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.*

Approval of this variance will not confer a special privilege upon the applicant. Section 7.01.02.B.2. of the City's Code provides that any applicant may apply to the City Commission to deviate from the Roadway Standards.

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.*

The literal interpretation of the code would deprive the community of the benefits of the canopy and mature trees which currently line the road and would thwart this community's overall intent to keep the character of the island and protect the tree canopy of the island. The expected impact to the tree canopy on Date Street is 199" of dbh of trees. If the variance is approved the tree impact is reduced to 73" of dbh trees. The applicant recognizes the adjacent Owner's rights and the public's right to be able to properly traverse Date Street and has designed the proposed improvements in a manner which deviate from the City's Roadway Standards but allow for proper and safe access.

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

The enclosed materials reflect the minimum variance required to allow Date Street to be improved for the benefit of the public and the surrounding land owners and preserve existing canopy and mature trees. The variances from the Roadway Standards identified in the attached material is the minimum variance which is dictated by attempting to save the most trees. The result of a variance being granted is that 126" dbh of trees will be preserved rather than felled to improve Date Street.

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

As reflected in the attached Letter of Intent, granting the variance will be in harmony with the community's value placed on tree canopy and tree cover and the overall character of Amelia Island.

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 variance to the the Roadway Standards represented in the attached application materials is compatible with surrounding properties and would not cause injury to the area involved, or otherwise be detrimental to the public health, safety, welfare, or environment. The variance requested will allow the road to be built in a manner that preserves safety and allows for the road to be utilized properly while at the same time, preserving the trees, protecting the area, and protecting the surrounding environment.

Upload Supplemental Materials

420 Citrona Drive.pdf

Upload 2

Property Deed - 420 Citrona Dr.pdf

Upload 3

Owners Authorization for Agent.pdf

Upload 4

LOI 420 Citrona .pdf

Upload 5

Pictures 420 Citrona.pdf

Upload 6

artisan_citrona_trees.pdf

Upload 7

artisan_citrona.pdf

Certification*

- [x] 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.
- [x] I acknowledge that I understand and have complied with all of the submittal requirements and procedures.
- [x] 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 heating 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*

Teresa

Applicant's Last Name*

Prince

Today's Date*

11/25/2024

City of FB logo
NEW Reflex

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.

INSTR # 200344440
OR BK 01194 PGS 0903-0904
RECORDED 12/10/2003 10:47:08 AM
J. M. OXLEY JR
CLERK OF CIRCUIT COURT
NASSAU COUNTY, FLORIDA
DOC TAX PD(F.S.201.02) 0.70
RECORDING FEES 10.50

Record & Return To

This instrument prepared by:
Wesley R. Poole, Esquire
POOLE & POOLE, P.A.
Post Office Box 1280
Fernandina Beach, FL 32035

Rec'd 10.50 11.20 SJF

PERSONAL REPRESENTATIVE'S RELEASE AND CERTIFICATE OF DISTRIBUTION OF REAL PROPERTY

The undersigned, **EDWARD E. BONER, JR.**, whose post office address is Post Office Box 857, Fernandina Beach, FL 32035, as personal representative of the estate of **EDWARD E. BONER, SR.**, deceased, hereby acknowledges that title to the real property located in **Nassau** County, Florida, owned by the decedent at the time of death, described as follows:

> All that certain lot, piece or parcel of land situate, lying and being in the City of Fernandina Beach, County of Nassau, and State of Florida, and known and described on the official plat of said City, as enlarged, revised, and reissued by the Florida Town Improvement Company in 1901 as:
>
> **LOT numbered FIFTEEN (15) of CITRONA, as recorded in Official Records Book 30, Page 259, and that certain abandoned right-of-way as described in Official Records Book 430, page 704, all of the public records of Nassau County, Florida.**

Property Appraiser's Parcel Identification Number **00 00 31 1180 0015 0000** (the "Property"), vested in: **EDWARD E. BONER, JR.**, Post Office Box 857, Fernandina Beach, FL 32035, (the "Beneficiary") by operation of law as of the date of the decedent's death pursuant to Florida law as will more fully appear from the proceedings in the Circuit Court for Nassau County, Florida, Probate Division, in File No. **2003-CP-198**, subject to the rights of the personal representative under Sections 733.607 and 733.608 of the Florida Probate Code to take possession or control of the Property, or to use, sell, encumber or otherwise exercise control over the Property (1) for the payment of devises, debts, family allowance, estate and inheritance taxes, claims, charges, and expenses of administration, (2) to enforce contribution and equalize advancement, or (3) for distribution.

Having determined that the Property is not subject to any of the foregoing purposes, except distribution, and that the Property should be released and distributed to the Beneficiary, the personal representative hereby releases the Property from all rights and powers of the personal representative and acknowledges that the Property is vested in **EDWARD E. BONER, JR.**, Post Office Box 857, Fernandina Beach, FL 32035, free of all rights of the personal representative.

IN WITNESS WHEREOF, the undersigned, as personal representative of the estate of the decedent, has executed this instrument on December 10, 2003.

Executed in the presence of:

Witness: FRANCES G. BURGESS

Witness: KIMBERLY B. VELTRE

EDWARD E. BONER, JR., as Personal Representative of the Estate of **EDWARD E. BONER, SR.**, deceased

STATE OF FLORIDA
COUNTY OF NASSAU

The foregoing instrument was acknowledged before me this 10th day of December, 2003, by **EDWARD E. BONER, JR.**, as personal representative of the estate of **EDWARD E. BONER, SR.**, deceased, who is personally known to me or who has produced a current Florida Drivers License as identification.

Frances G. Burgess
MY COMMISSION # DD175576 EXPIRES
March 16, 2007
BONDED THRU TROY FAIN INSURANCE, INC.

Notary Public,
Notary's Name: FRANCES G. BURGESS
My commission expires:

Title to the lands described herein has not been examined by me and no warranty or other representation is made and no opinion (either expressed or implied) is given, as to the marketability or condition of the title to the subject property, the quantity of lands included therein, the location of the boundaries thereof, or the existence of liens, unpaid taxes or encumbrances.

OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION

I /WE Edward E. Boner, Jr.
(print name of property owner(s))

hereby authorize: Teresa L. Prince, Esq.
(print name of agent)

to represent me/us in processing an application for: Special Roadway Variance
(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.

(Signature of owner) **(Signature of owner)**

Edward E. Boner, Jr.
(Print name of owner) **(Print name of owner)**

STATE OF FLORIDA

COUNTY OF NASSAU

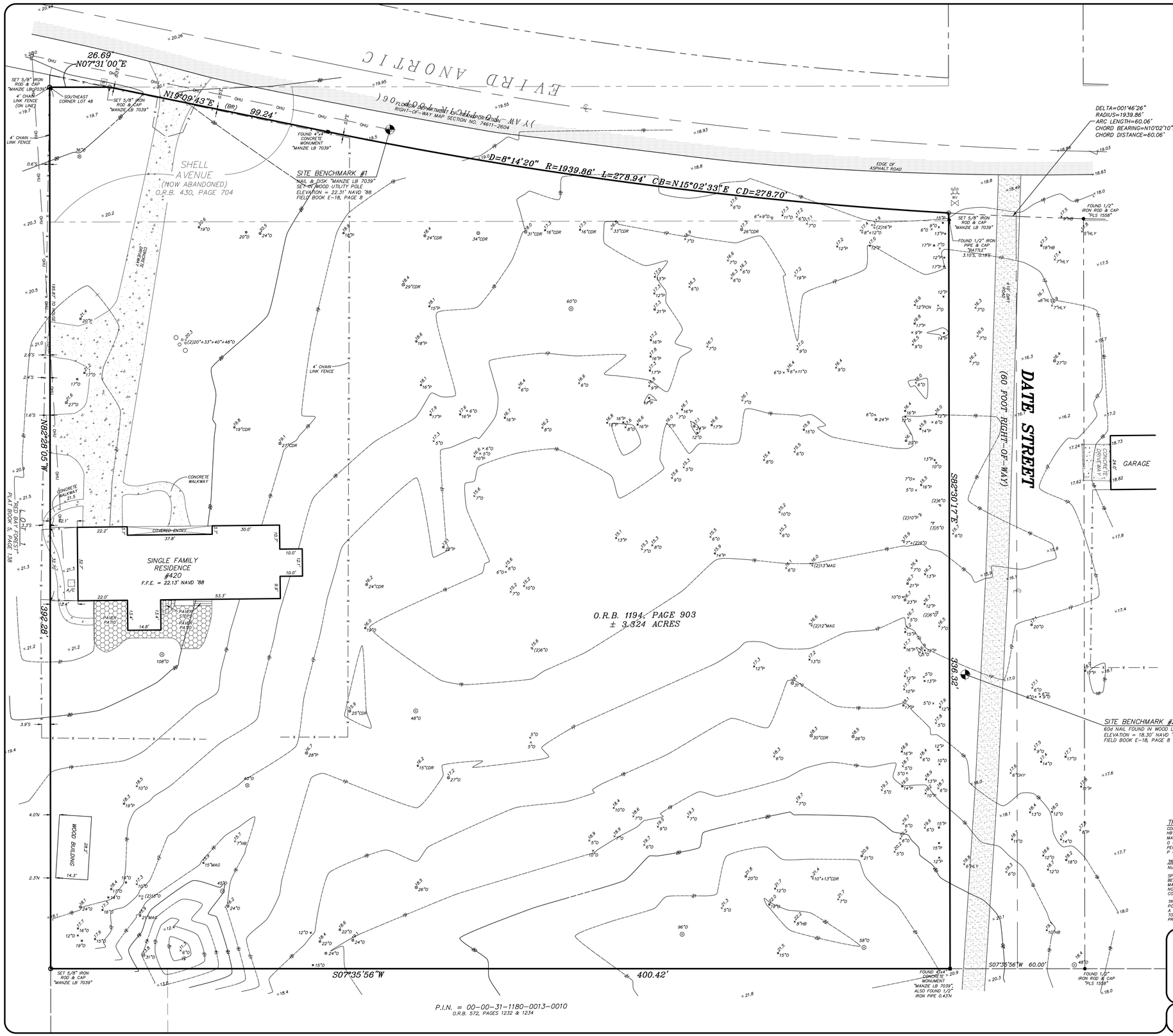
Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ onlinenotarization, this 1st day of November, 20 24, by Edward E Boner, Jr.

Tricia Bowen — Notary Public
Tricia Bowen — Printed Name
05/23/26 — My Commission Expires

Personally Known ✓ OR Produced Identification _____ ID Produced: _____

TRICIA BOWEN
Notary Public - State of Florida
Commission # HH 266945
My Comm. Expires May 23, 2026
Bonded through National Notary Assn.

MAP OF BOUNDARY & TOPOGRAPHIC SURVEY



LEGAL DESCRIPTION:

ALL THAT CERTAIN LOT, PIECE OR PARCEL OF LAND SITUATE, LYING AND BEING IN THE CITY OF FERNANDINA BEACH, COUNTY OF NASSAU AND STATE OF FLORIDA, AND KNOWN AND DESCRIBED ON THE OFFICIAL PLAT OF SAID CITY, AS ENLARGED, REVISED, AND REISSUED BY THE FLORIDA TOWN IMPROVEMENT COMPANY IN 1901 AS: LOT NUMBERED FIFTEEN (15) OF CITRONA, AS RECORDED IN OFFICIAL RECORDS BOOK 30, PAGE 259, AND THAT CERTAIN ABANDONED RIGHT-OF-WAY AS DESCRIBED IN OFFICIAL RECORDS BOOK 430, PAGE 704, ALL OF THE PUBLIC RECORDS OF NASSAU COUNTY, FLORIDA.

BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE SOUTHEASTERLY CORNER OF CITRONA LOT 15 AFOREMENTIONED AND RUN NORTH 82°28'05" WEST ALONG THE SOUTHERLY LINE OF SAID LOT, BEING ALSO THE NORTHERLY LINE OF LOT 1, "RED BAY FOREST," ACCORDING TO PLAT RECORDED IN PLAT BOOK 5, PAGES 138 OF THE PUBLIC RECORDS OF NASSAU COUNTY, FLORIDA, A DISTANCE OF 392.28 FEET TO THE SOUTHEASTERLY CORNER OF CITRONA LOT 48; THENCE NORTH 07°31'00" EAST ALONG THE EASTERLY LINE OF SAID CITRONA LOT 48, A DISTANCE OF 26.69 FEET TO WHERE SAID EASTERLY LINE INTERSECTS THE EASTERLY RIGHT-OF-WAY LINE OF CITRONA DRIVE (A 60.00 FOOT RIGHT-OF-WAY) PER FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY MAP SECTION NO. 74611-2604; THENCE NORTH 19°09'43" EAST ALONG SAID EASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 99.24 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE WESTERLY HAVING A RADIUS OF 1939.86 FEET; THENCE IN A NORTHERLY DIRECTION CONTINUING ALONG SAID EASTERLY RIGHT-OF-WAY LINE AND ALONG THE ARC OF SAID CURVE, PASSING THROUGH A CENTRAL ANGLE OF 08°14'20" AN ARC DISTANCE OF 278.94 FEET TO WHERE SAID RIGHT-OF-WAY LINE IS INTERSECTED BY THE NORTHERLY LINE OF CIRTONA LOT 15 AFOREMENTIONED BEING ALSO THE SOUTHERLY RIGHT-OF-WAY LINE OF DATE STREET (A 60.00 FOOT RIGHT-OF-WAY), THE AFORESAID ARC HAS A CHORD DISTANCE OF 278.70 FEET THAT BEARS NORTH 15°02'33" EAST; THENCE SOUTH 82°30'17" EAST ALONG THE NORTHERLY LINE OF CITRONA LOT 15 AND ALONG THE SOUTHERLY RIGHT-OF-WAY LINE OF DATE STREET, A DISTANCE OF 336.32 FEET TO THE NORTHEASTERLY CORNER OF SAID CITRONA LOT 15; THENCE SOUTH 07°29'59" WEST ALONG THE EASTERLY LINE OF SAID LOT, BEING ALSO THE WESTERLY LINE OF CITRONA LOT 13, A DISTANCE OF 400.42 FEET TO THE POINT OF BEGINNING.

CONTAINING 3.324 ACRES MORE OR LESS.

GRAPHIC SCALE

20 0 10 20 40 80

(IN FEET)
1 inch = 20 ft.

CERTIFIED TO:
ED BONER

PROPERTY ADDRESS:
420 CITRONA DRIVE
FERNANDINA BEACH, FLORIDA 32034

REVISIONS:

1. REVISED ON 05/02/2019 TO SHOW ADDITIONAL TREE LOCATIONS AND ADDITIONAL TOPOGRAPHIC INFORMATION WITHIN THE RIGHT-OF-WAY OF DATE STREET. (WKD)
2. REVISED ON 05/14/2019 TO SHOW CORRECTED SITE BENCHMARK INFORMATION, CORRECTED FINISHED FLOOR ELEVATION AND TO SHOW ADDITIONAL SITE BENCHMARK. (WKD)

LEGEND

A/C = AIR CONDITIONER
℄ = CENTERLINE
—x—x— = CHAIN LINK FENCE
= CONCRETE FLATWORK
—OHU— = OVERHEAD UTILITY WIRES
O.R.B. = OFFICIAL RECORDS BOOK
P.I.N. = PARCEL IDENTIFICATION NUMBER
= WATER METER
= WOOD POWER POLE
D = DELTA
R = RADIUS
L = ARC LENGTH
CB = CHORD BEARING
CD = CHORD DISTANCE

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 N19°09'4.3"E for the Easterly right-of-way line of Citrona Drive. The bearing reference line is indicated as thus (BR).
5) "Unless it bears the signature and the original raised seal of a Florida licensed surveyor and mapper, this map/report is for informational purposes only and is not valid.
6) The property shown hereon lies within flood zone "X" as per F.E.M.A. Flood Insurance Rate Map, Panel 12089C 0237G. Dated 08/02/2017. Flood Zone information listed above and shown on this survey is provided as a courtesy and is approximate at best All data should be verified by Nassau County Building Department for accuracy. We assume no liability for its accuracy. Flood Zone information is not covered by the certification hereon and is not required to be shown per Chapter 5J-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes.
7) Site Benchmark is as shown hereon.
8) Elevations shown hereon refer to North American Vertical Datum of 1988. (N.A.V.D. '88)
9) The Reference Benchmark is a Found Nail & Disk "Manzie LB 7039" found in Asphalt in School Bus Turn lane. (Elevation = 18.40' NAVD '88).
10) This survey is protected by copyright and is certified only to the entities listed and only for this particular transaction. Any use or reproduction of this survey without the express written permission of the surveyor is prohibited. Use of this survey in any subsequent transactions is expressly prohibited and is not authorized. The surveyor expressly disclaims any certification to any parties in future transactions. No entity other than those listed should rely upon this survey.

TREE LEGEND

CDR = CEDAR TREE
HB = HACKBERRY TREE
MAG = MAGNOLIA TREE
O = OAK TREE
PEC = PECAN TREE
P = PINE TREE

TREE DISCLAIMER:
NUMBER OF TREES SHOWN ON SURVEY: 284

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

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

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

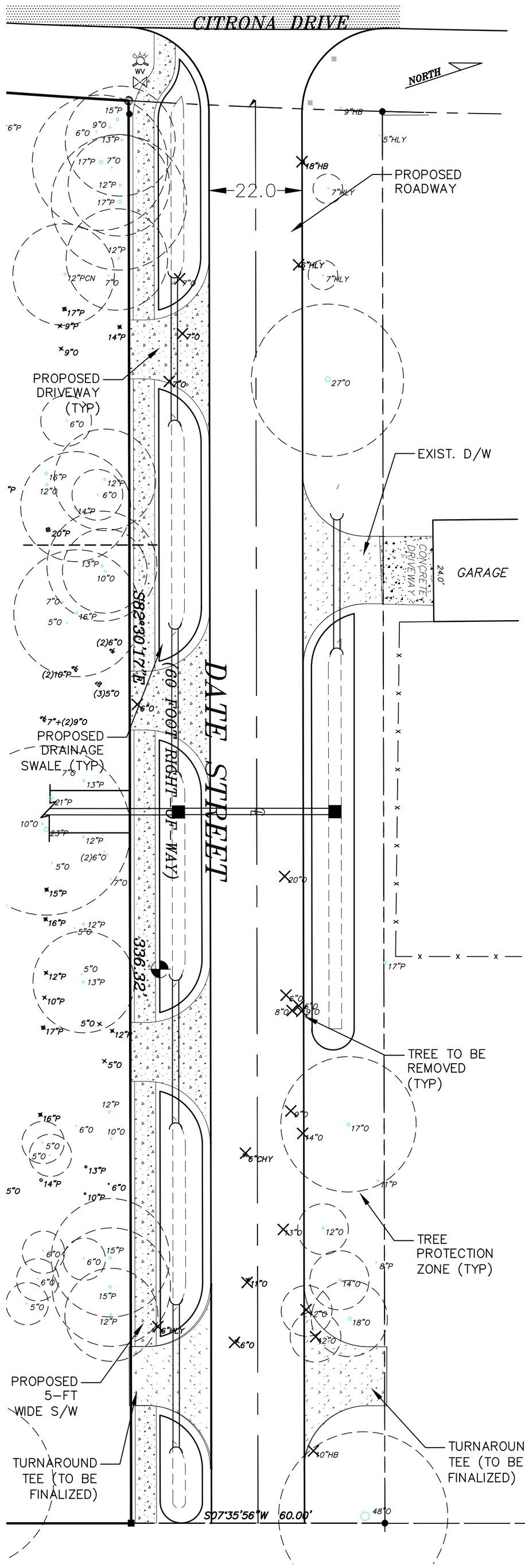
MICHAEL A. MANZIE, P.L.S. 4069

MANZIE & DRAKE LAND SURVEYING
117 South Ninth Street, Fernandina Beach, FL 32034
(904) 491-5700 www.ManzieAndDrake.com
Certificate of Authorization Number "LB 7039"

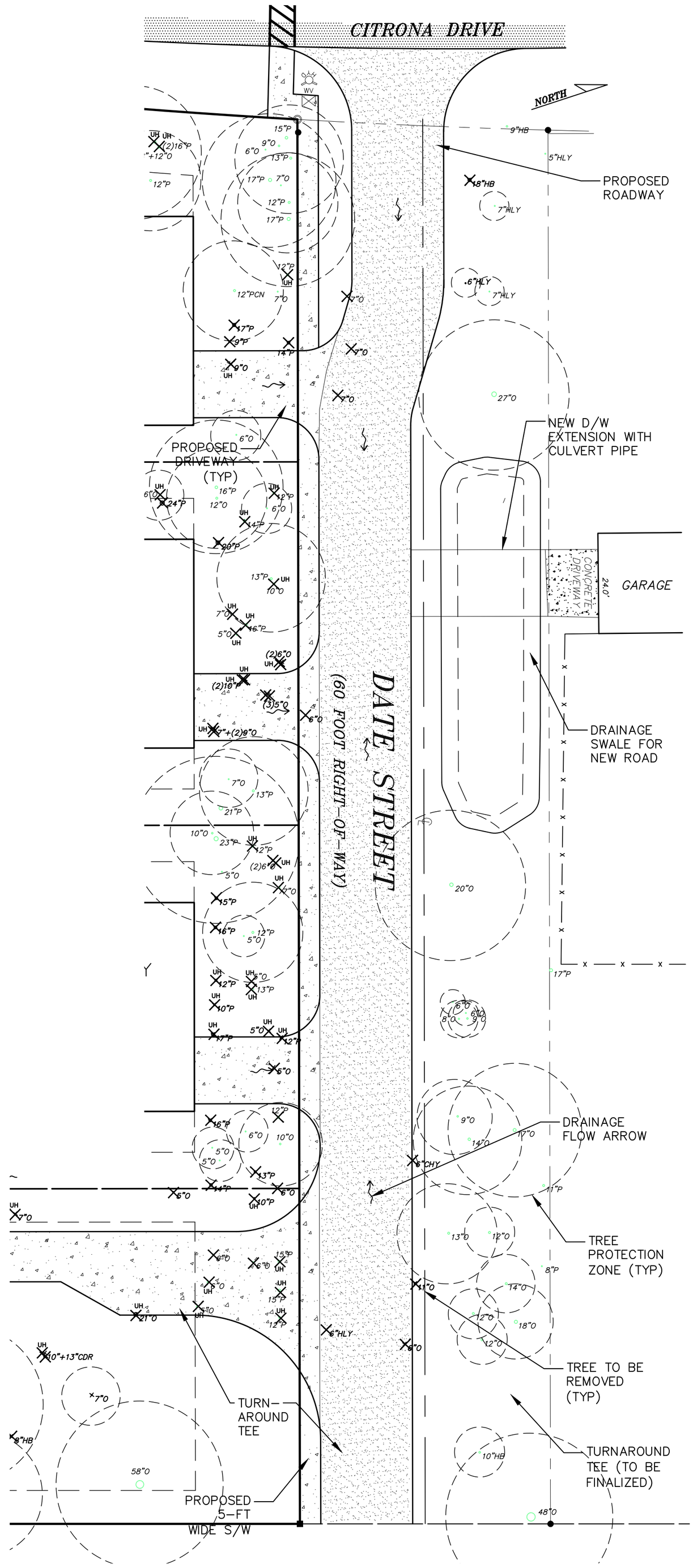
"OUR *SIGHTS* ARE ON THE FUTURE, SET YOUR *SITES* ON US."

COPYRIGHT © 2019 BY MANZIE AND DRAKE LAND SURVEYING

SCALE: 1"=20' JOB NO: 16625 DATE: 10/22/2018 CADD: BH
F.B. NO: X-320 PAGE NO: 9 FIELD CREW: CB FILE NO: C-900



R.O.W. WORK PER CITY STANDARDS
REMOVE 20 TREES
TOTAL DBH REMOVED: 199"



PROPOSED R.O.W. WORK – UPDATED
REMOVE 9 TREES
TOTAL DBH REMOVED: 74"

No.	By	Date	Revision
D	AG	12/3/24	DATE STREET VARIANCE REQUEST – MODIFICATION
C	AG	11/25/24	DATE STREET VARIANCE REQUEST
B	AG	11/19/24	OWNER & ARBORIST REVIEW
A	AG	10/22/24	DEVELOPMENT; OWNER REVIEW

G & A
GILLETTE & ASSOCIATES, INC
31 SOUTH 4TH STREET
FERNANDINA BEACH, FL 32034
PHONE: (904) 261-8819

CITRONA DRIVE DEVELOPMENT
FERNANDINA BEACH, FLORIDA
FOR
ARTISAN HOMES LLC

DATE STREET RIGHT-OF-WAY
TREE REMOVAL COMPARISON
UPDATED PROPOSED WORK

ISSUE DATE: 12/3/24
Sheet
Page of X
Project No. 24-10-XX

Law Office of

TOMASSETTI & PRINCE

Teresa L. Prince, Esq.
A. Jeffrey Tomassetti, Of Counsel

December 3, 2024

Honorable Mayor James Antun
City Commission of Fernandina Beach, Florida
204 Ash Street
Fernandina Beach, FL 32034

Amended
Letter of Intent

Re: Variance of City Roadway Standards

Dear Honorable Mayor Antun & City Commissioners:

Property owner, Edward Boner, owns a parcel located within the City of Fernandina Beach, Florida (the "City). The Parcel ID and the location of the property as follows:

Parcel ID	Address	Acreage
00-00-31-1180-0015-0000	420 Citrona Drive	3.34 more or less

The Property is currently zoned as R-1 under the City of Fernandina Beach Land Development Code and has a Future Land Use Designation of Low Density Residential under the City of Fernandina Beach Future Land Use Map. The applicant requests the City of Fernandina Beach (the "City") to approve a Roadway Variance for Date Street to deviate from the mandatory Roadway Standards for the required improvement to Date Street to save at least 125" dbh of trees on Date Street. If Date Street is improved to the City's Roadway Standards, twenty trees equal to 199" dbh of trees would need to be removed rather than 9 trees equal to 74" dbh being removed.

The property is currently under contract to be sold and improved with seven (7) residential homes, which will meet the zoning requirements of R-1 and the Future Land Use Map Designation of Low Density Residential. Under Section 7.01.02.B.2 of the City's code, the applicant must improve the City's public right of way known as Date Street to the standards which the City has adopted and are referred to as "Roadway Standards" for a right of way with a width of 60 feet for a local road, which has two lanes. Date Street is an existing, platted 60 foot right of way and the portion of Date Street to be improved is currently utilized as a 10 foot wide dirt road. As part of the plat process, the applicant is required to meet the roadway and sidewalk requirements. As shown in the attached pictures, this portion of Date Street is heavily lined with beautiful, canopy and mature trees. Date Street is not designated as a canopy road

Mailing: P.O. Box 1443 • Fernandina Beach, Florida • 32035
Office: 303 Centre Street, Suite 203 • Fernandina Beach, Florida • 32034
Telephone: (904) 261-1833 • Email: info@tpislandlaw.com

but has a canopy-like appearance. Attached to this application are color pictures of the appearance of Date Street at the time of this application.

As indicated in the application, four of the anticipated new homes will face Date Street. There are two existing property owners which currently utilize the Date Street dirt road to access their properties, each of whom is identified in our application.

Under Section 7.01.02.B.2 of the City's code, deviations from the Roadway Standards must be approved by the City Commission. The specific standards that the applicant proposes to vary are outlined in the attached plans and narrative prepared by Gillette & Associates for the City Commission's consideration.

As support for a recommendation of approval for the various variances from the Roadway Standards requested herein, we rely on multiple comprehensive objectives, policies and goals. Objective 5.11, Tree Preservation and Urban Forestry, Policy 5.11.03 of the City's Comprehensive Plan, states that, "The city shall seek to increase it's existing tree canopy and the total tree canopy coverage shall not fall below 30% as established in the 2009 Tree Management Plan." The development and improvement of Date Street, per the City's Roadway Standards, would decrease the existing tree canopy. The applicant is proposing to vary from the Roadway Standards to save as many trees as possible while also providing a public right of way that is safe for the public and the residents who use Date Street. The goal is to save as many trees as possible.

Objective 5.12, Policy 5.12.05 of the City's Comprehensive Plan requires the City to, "Maintain tree preservation and protection as outlined in Objective 5.11 as a significant component of improved air quality." As stated above, granting the variance of the required Date Street improvements will preserve trees and meet the objective set under Policy 5.12.05.

Objective 2.07 Multi-Modal Network Designs requires the City to design features such as … "street trees…. narrow travel lanes… where feasible, to achieve more modest average vehicle speeds in order to create a more balanced and livable street system that supports transportation choice, energy efficiency and enhance quality of life." Policy 2.07.02 states that the network shall be, "designed to avoid, minimize, and mitigate adverse impacts upon … natural and historic resources and scenic quality during the siting, design, construction… of the transportation system." Further, Policy 2.07.02 states that use of the transportation system to enhance, "Natural and historic resources and preserve neighborhood character and scenic quality shall be considered where possible". The Owner of the Property will be required to improve a public city street which will be part of the Multi-Modal network design. Through use of the variance process and approval of the variance, the City will be meeting the policy objectives to preserve the neighborhood character and the scenic quality of the neighborhood and preserve the natural resources and allow for existing natural street trees to be preserved.

As outlined in my client's application, the purpose of the request to vary from the Roadway Standards adopted by the City, is to preserve the maximum amount of existing trees which abut the Date Street dirt road.

In sum, the applicant's request for a Roadway Variance to preserve 125" dbh of trees (by removing only 9 trees rather than 20 trees) meets the requirements to approve the requested variances of the City's Roadway Standards.

Please see the online application and the attachments to the online application for further information on this parcel.

Sincerely,
TOMASSETTI & PRINCE

Teresa L. Prince

Teresa L. Prince, for the firm

TLP/mw
Attachments: Pictures
Gillette & Associates Updated Drawing
Gillette & Associates Updated Narrative

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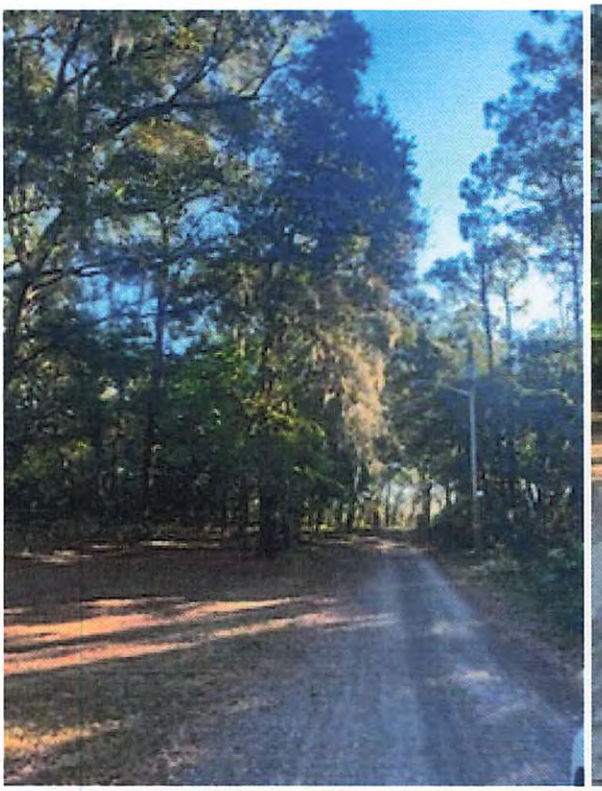
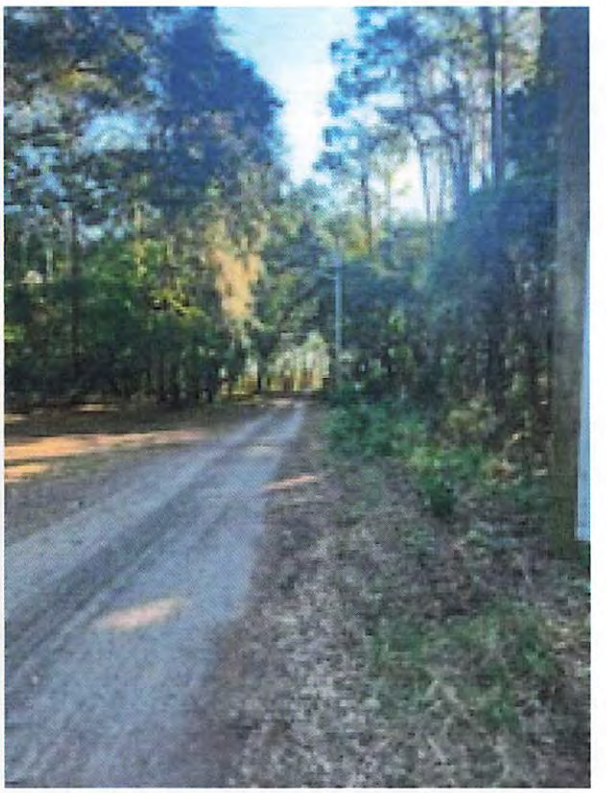
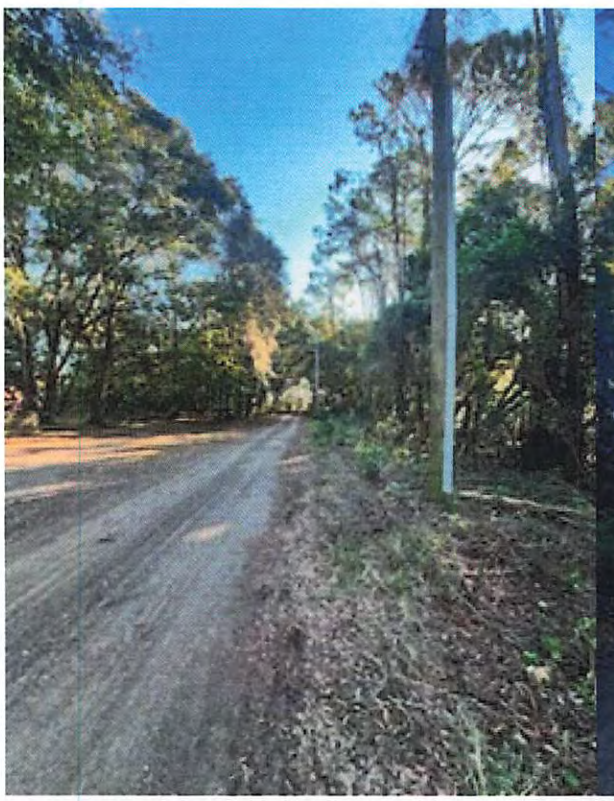
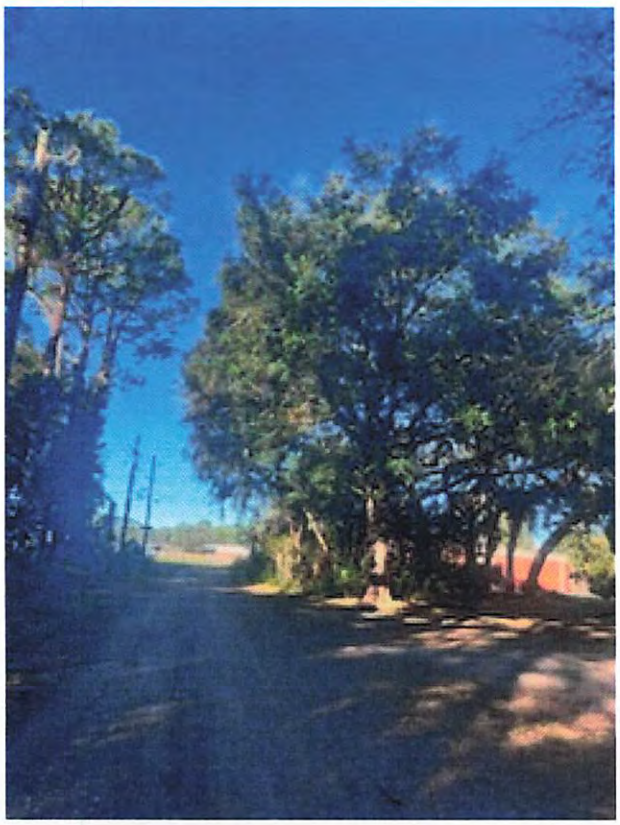








Gillette & Associates, Inc.

Civil & Environmental Engineering • Mechanical & Structural Engineering • Construction Management

12/3/24

Artisan (420 Citrona Drive) – Date Street Roadway Variance Items – Modified

We are requesting a variance from the following items contained in the City of Fernandina Beach Roadway Construction Standards, Ordinance 2019-18.

Variance #1:
Variance to Ordinance 2019-18, Drawing #1 of 14 (page 1 of 17) – Local Road, 2-Lane with Swale.
Crowned Roadway Construction

Drawing #1 of 15 shows the roadway constructed with a crown, which allows the water to shed from the centerline of the roadway to the edge of the roadway to be collected in a swale system. We request that the roadway be constructed with an inverted crown, allowing the runoff water to shed from the edge of the roadway to the centerline of the roadway. The runoff water would then sheet flow toward the Citrona Street right-of-way. Roadway slopes would remain as shown in Drawing #1 of 15.

Variance #2:
Variance to Ordinance 2019-18, Drawing #8 of 14 (page 8 of 17) – Special "T" Turnaround.
Roadway "T" Turnaround dimensions

Drawing #9 of 15 shows a roadway special turnaround "T" dimension of 60-feet long and a width of 24-ft. We ask that the roadway width and turnaround "T" dimensions be allowed to fluctuate to meet fire-truck turnaround as part of the TRC requirements currently underway. Current right-of-way widths exceed that shown on Drawing #9 of 15 and driveway lengths will be adjusted accordingly.

Variance #3:
Variance to Ordinance 2019-18, Note 21, page 16 of 17 – Concrete Curb Requirement

Note 21 requires concrete curbs be provided on both sides of all streets. We ask that curb installation for the proposed roadway be eliminated for this project due to the infrequent use of the road (rural-type setting) and to prevent additional damage to the trees we are trying to save. It should be noted that the south side of the road will contain a 5-ft wide sidewalk.

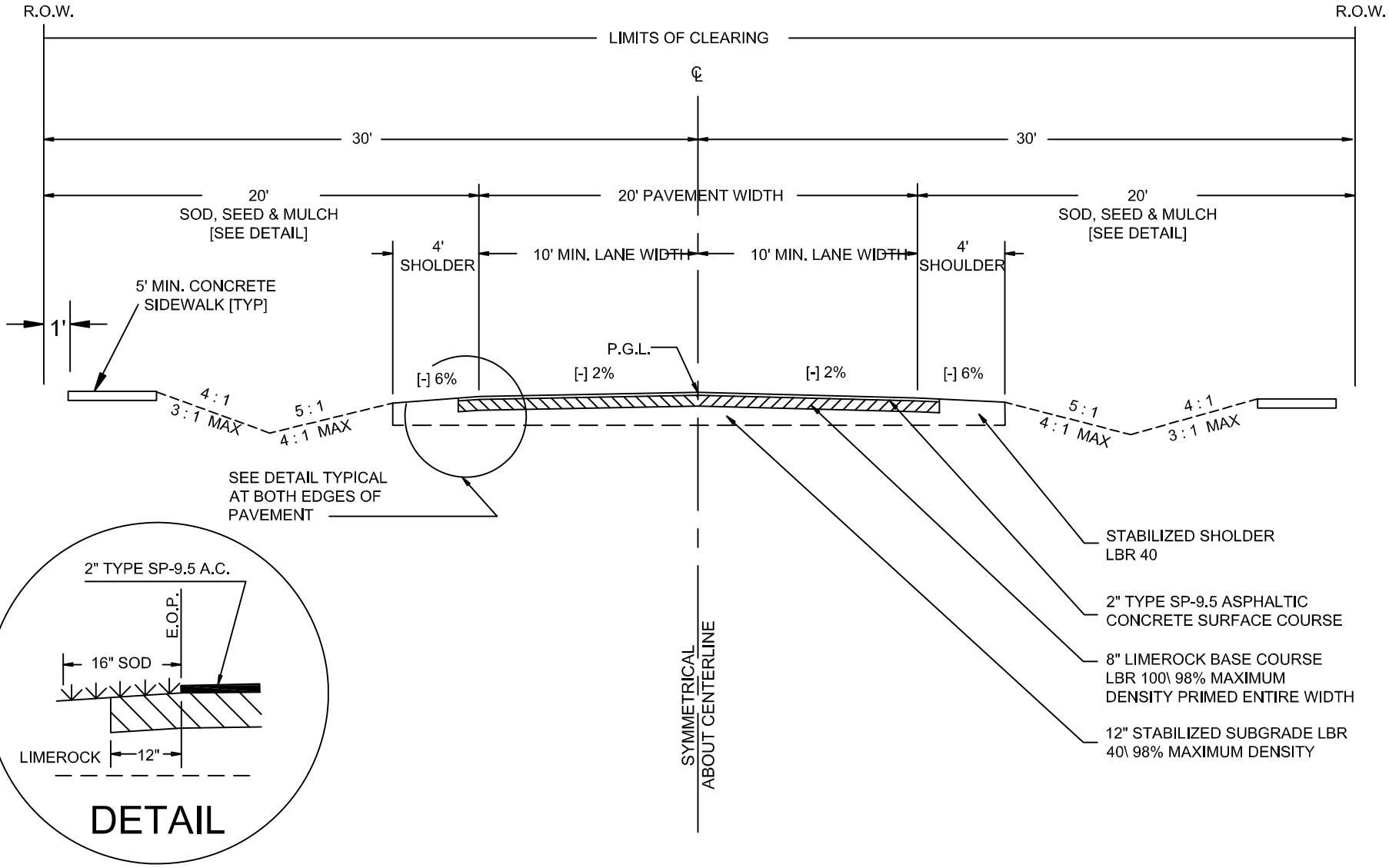
20 SOUTH 4TH STREET, AMELIA ISLAND FLORIDA 32034 P (904) 261-8819

ROADWAY CONSTRUCTION STANDARDS

ADOPTED JANUARY 2020

ORDINANCE 2019-18

RIGHT-OF-WAY WIDTH: 60 FEET



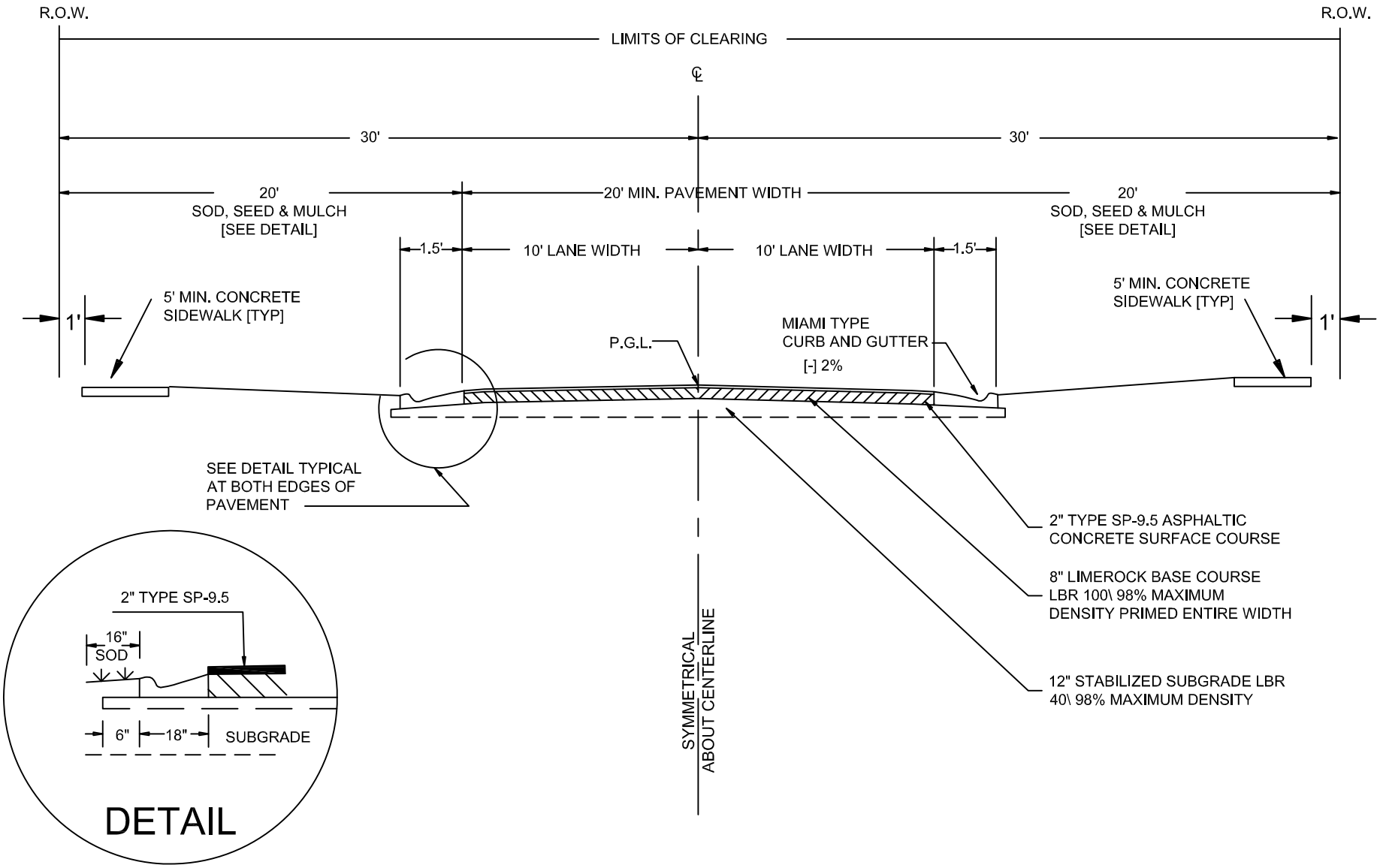
OPTIONAL BASE MATERIALS MAY BE ACCEPTABLE UPON
APPROVAL BY THE CITY OF FERNANDINA BEACH

LOCAL ROAD - 2 LANE
TYPICAL SWALE SECTION

ROADWAY STANDARD DETAILS
CITY OF FERNANDINA BEACH
1181 S. 5TH STREET FERNANDINA BEACH, FLORIDA

DATE: 2/27/19	RIGHT OF WAY TYP. 60'
ENGINEER: AD	SCALE: N.T.S.
DRAWN BY: BE	AUTHORIZED BY: AD
REVISED BY:	DRAWING #
REVISION DATE:	1 0F 15

RIGHT-OF-WAY WIDTH: 60 FEET



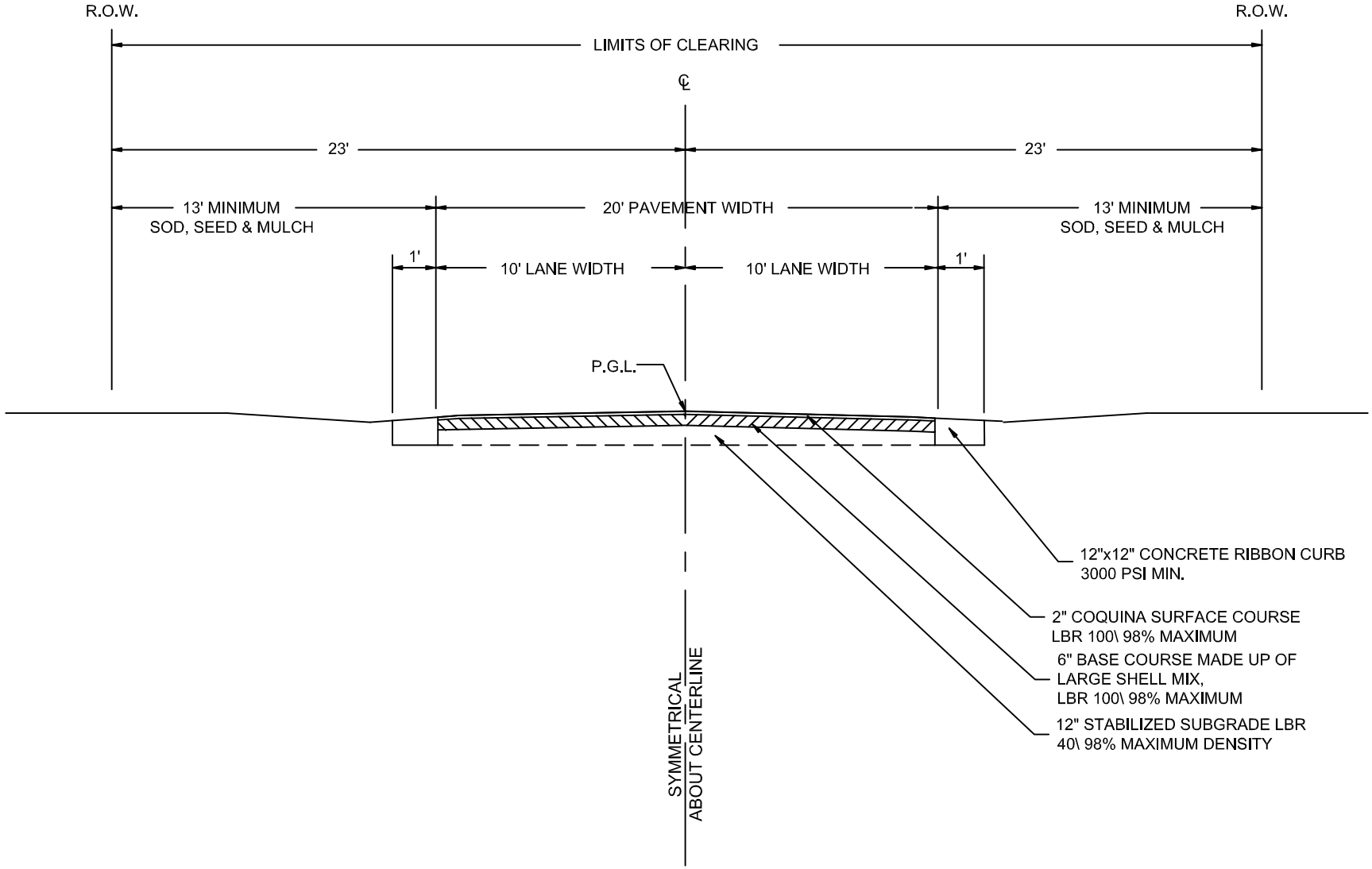
OPTIONAL BASE MATERIALS MAY BE ACCEPTABLE UPON
APPROVAL BY THE CITY OF FERNANDINA BEACH

LOCAL ROAD - 2 LANE
CURB & GUTTER TYP SECTION

ROADWAY STANDARD DETAILS
CITY OF FERNANDINA BEACH
1181 S. 5TH STREET FERNANDINA BEACH, FLORIDA

DATE: 2/27/19	RIGHT OF WAY TYP. 60'
ENGINEER: AD	SCALE: N.T.S.
DRAWN BY: BE	AUTHORIZED BY: AD
REVISED BY:	DRAWING #
REVISION DATE:	2 0F 15

RIGHT-OF-WAY WIDTH: 46 FEET

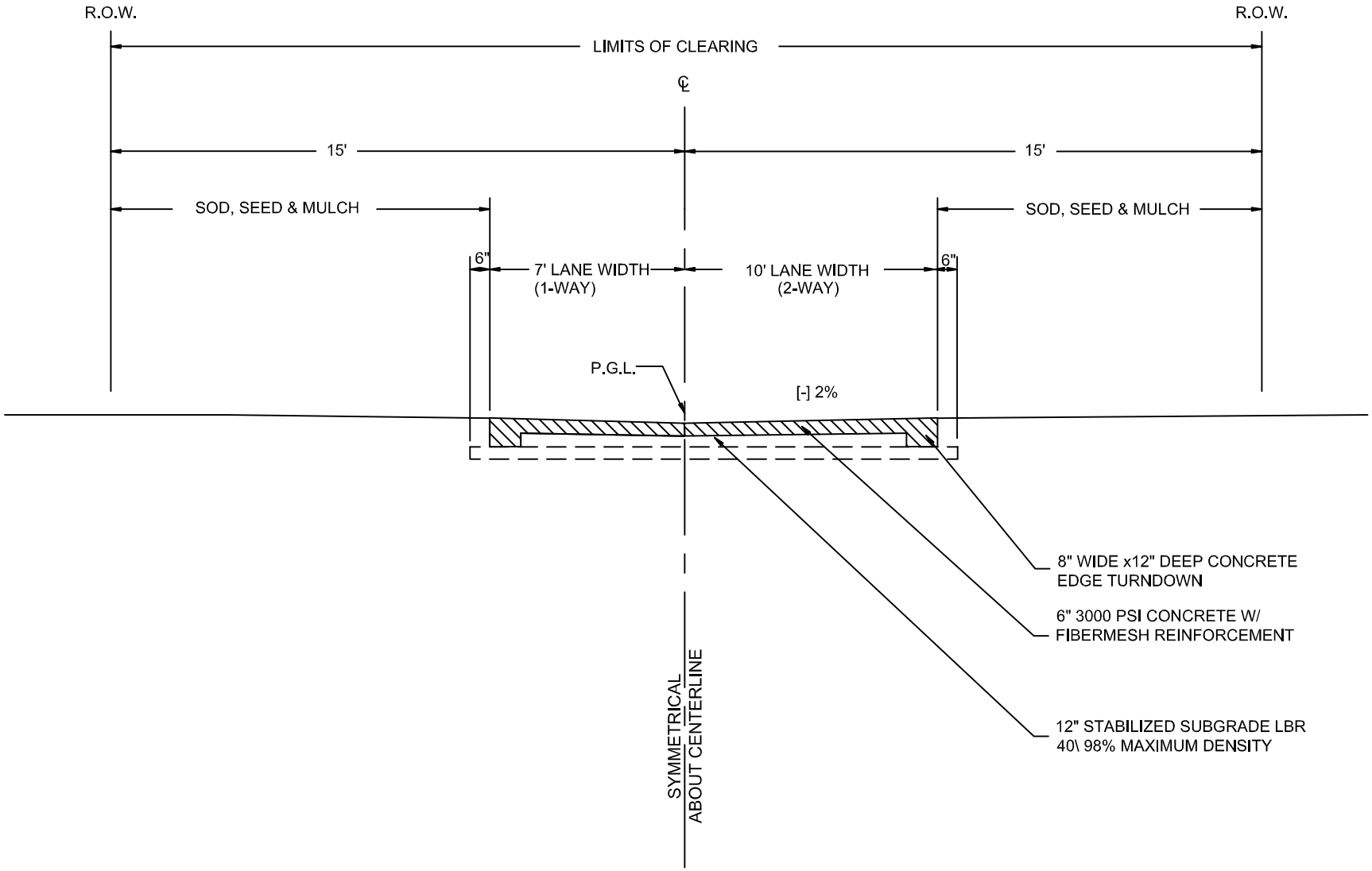


LOCAL ROAD - 2 LANE
OLD TOWN TYPICAL SECTION

ROADWAY STANDARD DETAILS
CITY OF FERNANDINA BEACH
1181 S. 5TH STREET FERNANDINA BEACH, FLORIDA

DATE: 2/27/19	RIGHT OF WAY TYP. 60'
ENGINEER: AD	SCALE: N.T.S.
DRAWN BY: BE	AUTHORIZED BY: AD
REVISED BY:	DRAWING #
REVISION DATE:	5 0F 15

RIGHT-OF-WAY WIDTH: 30 FEET

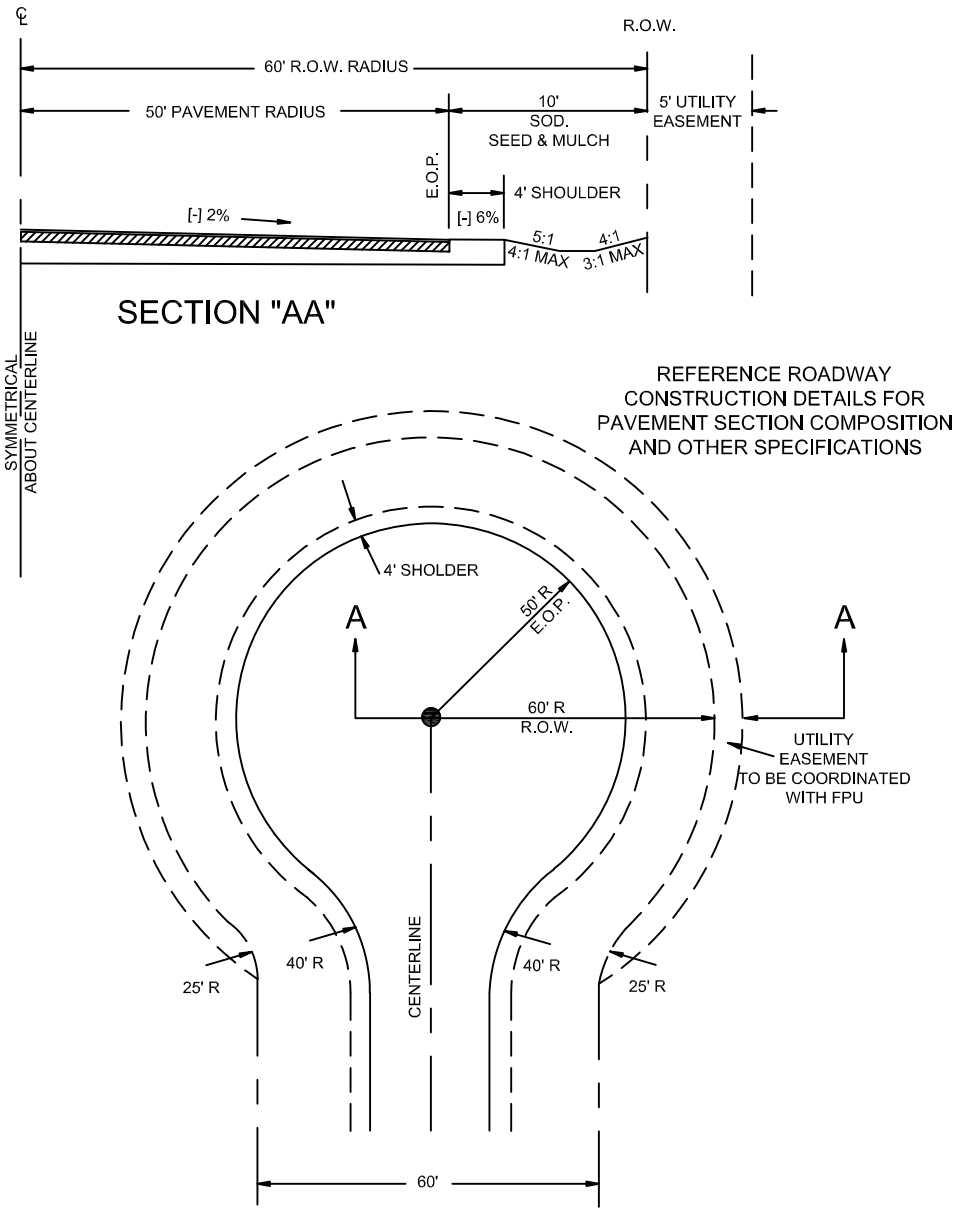


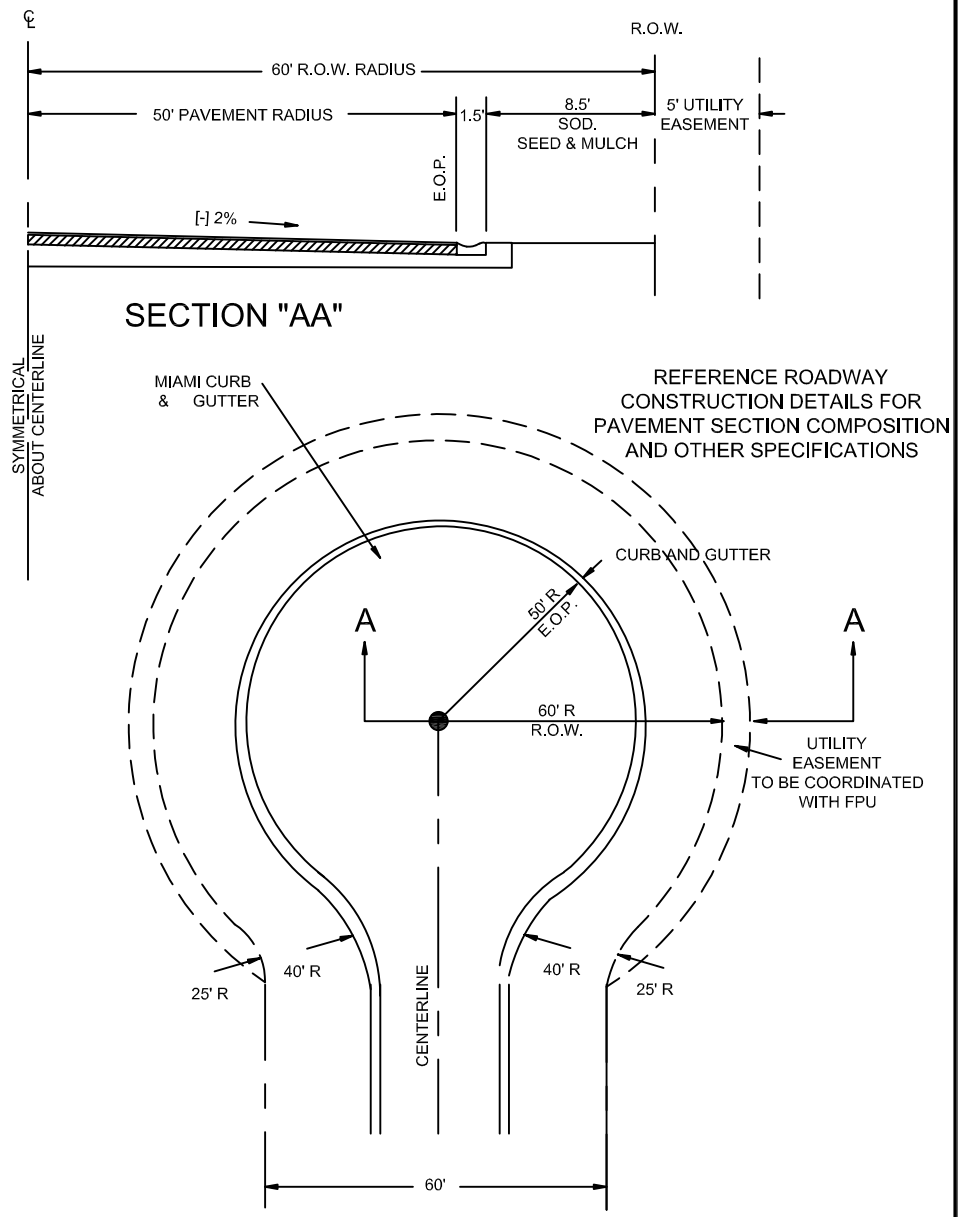
OPTIONAL BASE MATERIALS MAY BE ACCEPTABLE UPON
APPROVAL BY THE CITY OF FERNANDINA BEACH

30' ALLEY
TYPICAL SECTION

ROADWAY STANDARD DETAILS
CITY OF FERNANDINA BEACH
1181 S. 5TH STREET FERNANDINA BEACH, FLORIDA

DATE: 2/27/19	RIGHT OF WAY TYP. 60'
ENGINEER: AD	SCALE: N.T.S.
DRAWN BY: BE	AUTHORIZED BY: AD
REVISED BY:	DRAWING #
REVISION DATE:	6 0F 15



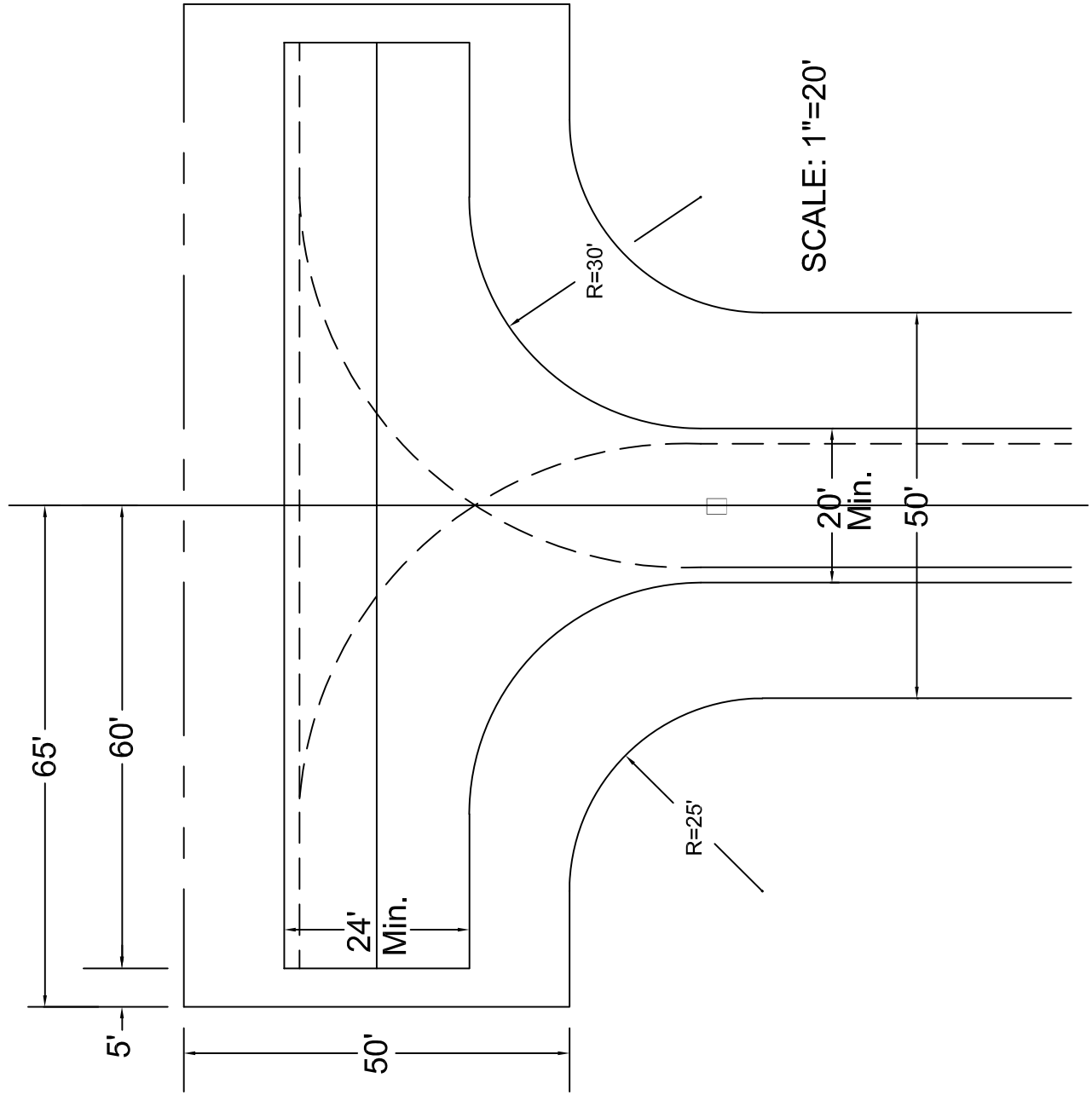


RESIDENTIAL CUL-DE-SAC CONSTRUCTION TYPICAL DETAIL

ROADWAY STANDARD DETAILS

CITY OF FERNANDINA BEACH
1181 S. 5TH STREET FERNANDINA BEACH, FLORIDA

DATE: 2/27/19	RIGHT OF WAY TYP. 60'
ENGINEER: AD	SCALE: N.T.S.
DRAWN BY: BE	AUTHORIZED BY: AD
REVISED BY:	DRAWING #
REVISION DATE:	8 0F 15



NOTE:

TO BE USED ONLY WHERE CUL-DE-SAC IS INAPPROPRIATE

KEY:

— — — PATH OF RIGHT FRONT WHEEL (S.U. DESIGN VEHICLE-AASHTO, A POLICY ON GEOMETRIC DESIGN)

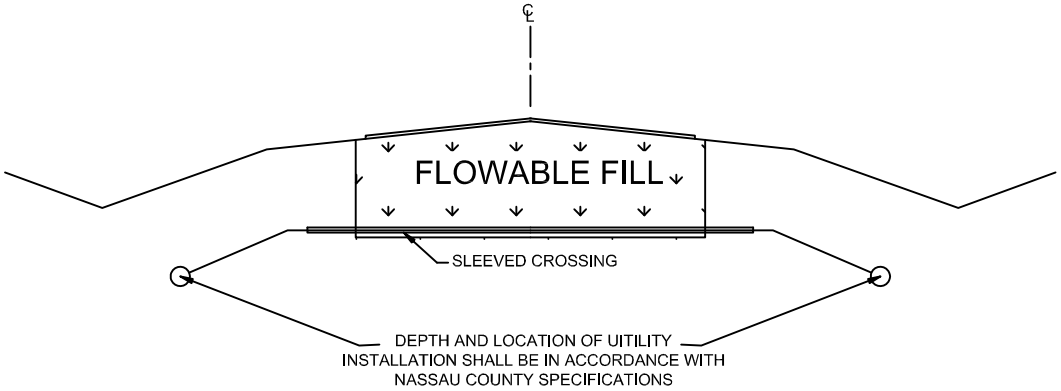
SPECIAL "T" TURNAROUND

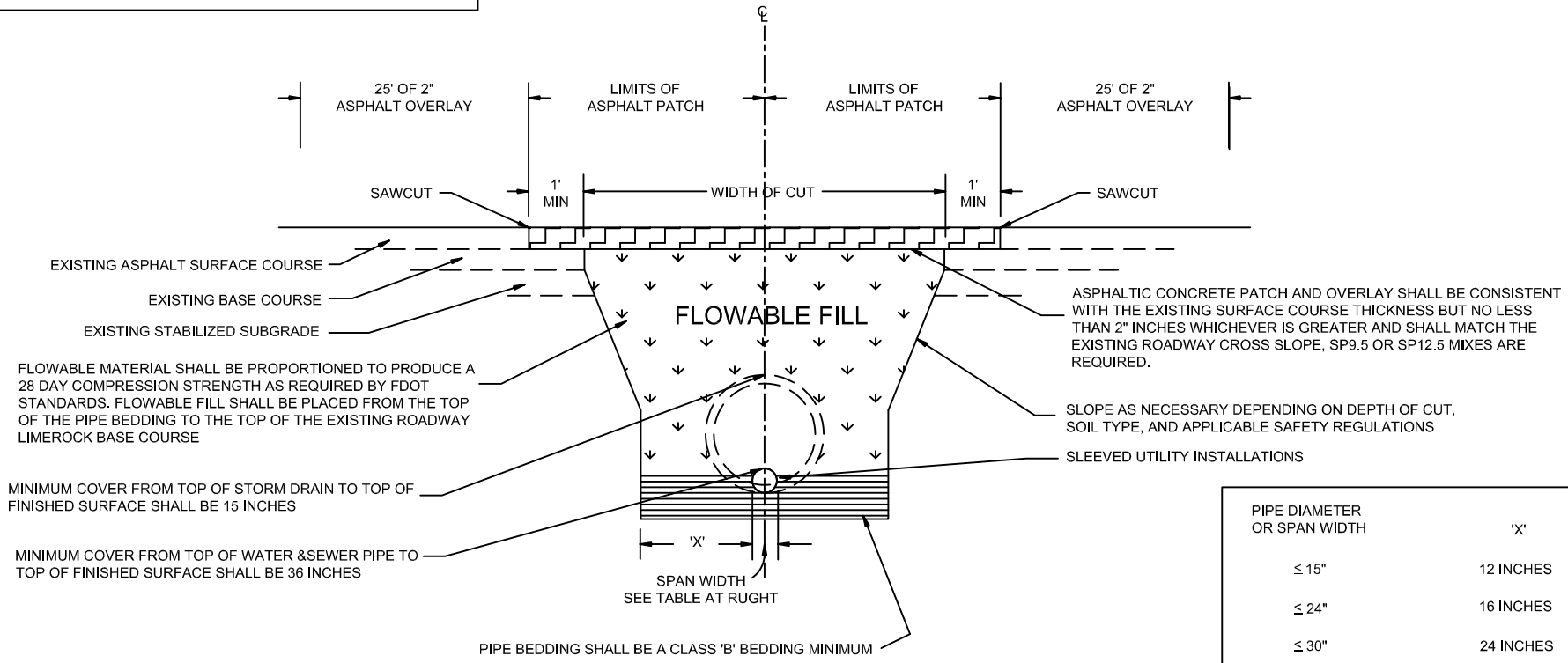
ROADWAY STANDARD DETAILS

CITY OF FERNANDINA BEACH
1181 S. 5TH STREET FERNANDINA BEACH, FLORIDA

DATE: 2/27/19	RIGHT OF WAY TYP. 60'
ENGINEER: AD	SCALE: N.T.S.
DRAWN BY: BE	AUTHORIZED BY: AD
REVISED BY:	DRAWING #
REVISION DATE:	9 0F 15

NOTES:
1] OPEN ROAD CUTS ARE GENERALLY NOT AN ACCEPTABLE MEANS OF CONSTRUCTION UNLESS APPROVED IN ADVANCE BY THE ENGINEERING SERVICES DEPARTMENT.
2] MATERIALS, MIX PROPORTIONS, PRODUCTION, PLACING, CONSTRUCTION REQUIREMENTS, AND ACCEPTANCE OF FLOWABLE FILL SHALL BE IN ACCORDANCE WITH NASSAU COUNTY SPECIFICATIONS
3] ALL OPEN CUTS SHALL REQUIRE A PERMIT AND 48 HOUR ADVANCE NOTICE TO THE ENGINEERING SERVICES DEPARTMENT INSPECTION STAFF PRIOR TO COMMENCEMENT OF CONSTRUCTION A REPRESENTATIVE FROM THE COUNTY'S INSPECTION STAFF MUST BE PRESENT AT THE TIME OF INSTALLATION OF THE UTILITY
4] PUBLIC SAFETY SHALL BE MAINTAINED DURING CONSTRUCTION IN ACCORDANCE WITH THE PROVISIONS OF PART 6, WORK ZONE TRAFFIC CONTROL, OF THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES AND THE FDOT STANDARDS, LATEST EDITION
5]THE CONTRACTOR SHALL PROVIDE TO THE NASSAU COUNTY CEI CERTIFICATION OF THE MIX DESIGN FROM THE SUPPLIER AT THE TIME OF CONSTRUCTION
6] 1" ASPHALT OVERLAY LONGITUDINALLY, TO BE 25' EACH WAY FROM LIMITS OF PATCH / REPAIR (OR VARIED BY THE CITY OF FERNANDINA BCH





PIPE DIAMETER OR SPAN WIDTH	'X'
≤ 15"	12 INCHES
≤ 24"	16 INCHES
≤ 30"	24 INCHES
≤ 30"	36 INCHES

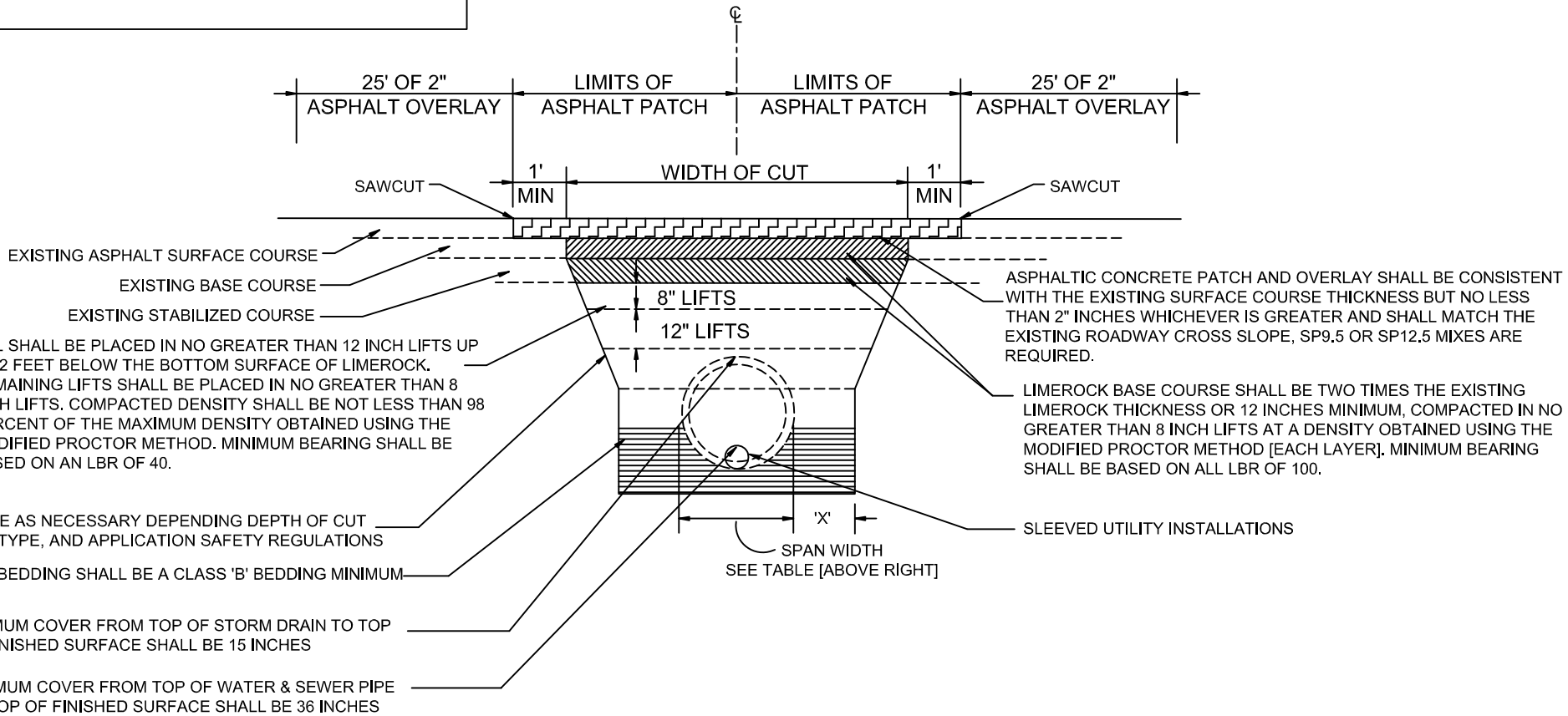
OPEN ROAD CUTS / FLOWABLE FILL

ROADWAY STANDARD DETAILS
CITY OF FERNANDINA BEACH
1181 S. 5TH STREET FERNANDINA BEACH, FLORIDA

DATE: 2/27/19	RIGHT OF WAY TYP. 60'
ENGINEER: AD	SCALE: N.T.S.
DRAWN BY: BE	AUTHORIZED BY: AD
REVISED BY:	DRAWING #
REVISION DATE:	10 0F 15

NOTES:
1] TEST REPORTS FOR DENSITY AND BEARING SHALL BE REQUIRED FOR ALL COMPACTED LIFTS
2] SOIL BEARING MAY BE DETERMINED BY A STATIC CONE PENETROMETER
3] FLOWABLE FILL IS THE PREFERRED ALTERNATIVE FOR ALL BACKFILL REQUIREMENTS (SEE OPEN ROADWAY CUT DETAIL NO. 15V FOR USE OF FLOWABLE FILL
4] PUBLIC SAFETY SHALL BE MAINTAINED DURING CONSTRUCTION IN .ACCORDANCE WITH THE PROVISIONS OF PART 6, TEMPORARY TRAFFIC CONTROL, OF THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES AND THE NASSAU COUNTY ROAD CLOSURE POLICY
5] ALL OPEN ROADWAY CUTS SHALL REQUIRE A 24 HOUR ADVANCE NOTICE TO THE ENGINEERING SERVICES DEPARTMENT INSPECTION STAFF PRIOR TO COMMENCEMENT OF CONSTRUCTION. A REPRESENTATIVE FROM THE HIGHWAY INSPECTION STAFF MUST BE PRESENT AT THE TIME OF INSTALLATION OF THE UTILITY
6] 1" ASPHALT OVERLAY LONGITUDINALLY, TO BE 25' EACH WAY FROM LIMITS OF PATCH/ REPAIR (OR VARIED BY THE CITY OF FERNANDINA BEACH FLORIDA

PIPE DIAMETER OR SPAN WIDTH	'X'
≤ 15"	12 INCHES
≤ 30"	24 INCHES
≤ 42"	30 INCHES
≤ 48"	36 INCHES
≤ 60	42 INCHES
≤ 60"	48 INCHES

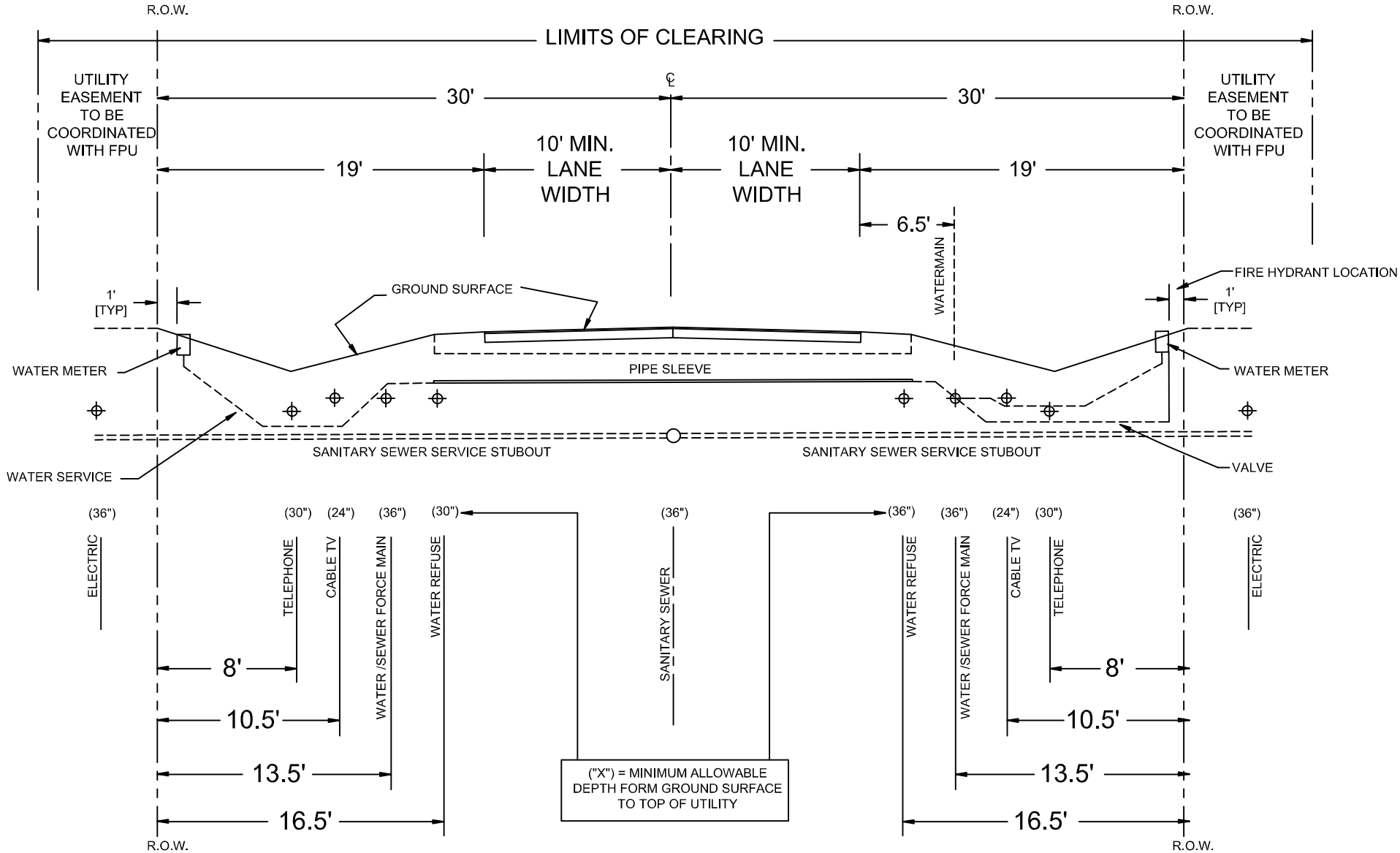


OPEN ROAD CUTS / COMPACTED FILL

ROADWAY STANDARD DETAILS
CITY OF FERNANDINA BEACH
1181 S. 5TH STREET FERNANDINA BEACH, FLORIDA

DATE: 2/27/19	RIGHT OF WAY TYP. 60'
ENGINEER: AD	SCALE: N.T.S.
DRAWN BY: BE	AUTHORIZED BY: AD
REVISED BY:	DRAWING #
REVISION DATE:	11 0F 15

ALL UTILITYS TO BE INSTALLED BELOW DRAINAGE SYSTEM UNLESS APPROVED BY THE CITY OF FERNENDINA BEACH
ALL UTILITIES INSTALLED BELOW PAVEMENT MUST HAVE A MINIMUM COVER OF 36"



TYPICAL UTILITY LOCATION PLAN
60 FOOT RIGHT-OF-WAY

ROADWAY STANDARD DETAILS
CITY OF FERNANDINA BEACH
1181 S. 5TH STREET FERNANDINA BEACH, FLORIDA

DATE: 2/27/19	RIGHT OF WAY TYP. 60'
ENGINEER: AD	SCALE: N.T.S.
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REVISION DATE:	12 0F 15

ALL UTILITYS TO BE INSTALLED BELOW DRAINAGE SYSTEM UNLESS APPROVED BY THE CITY OF FERNENDINA BEACH
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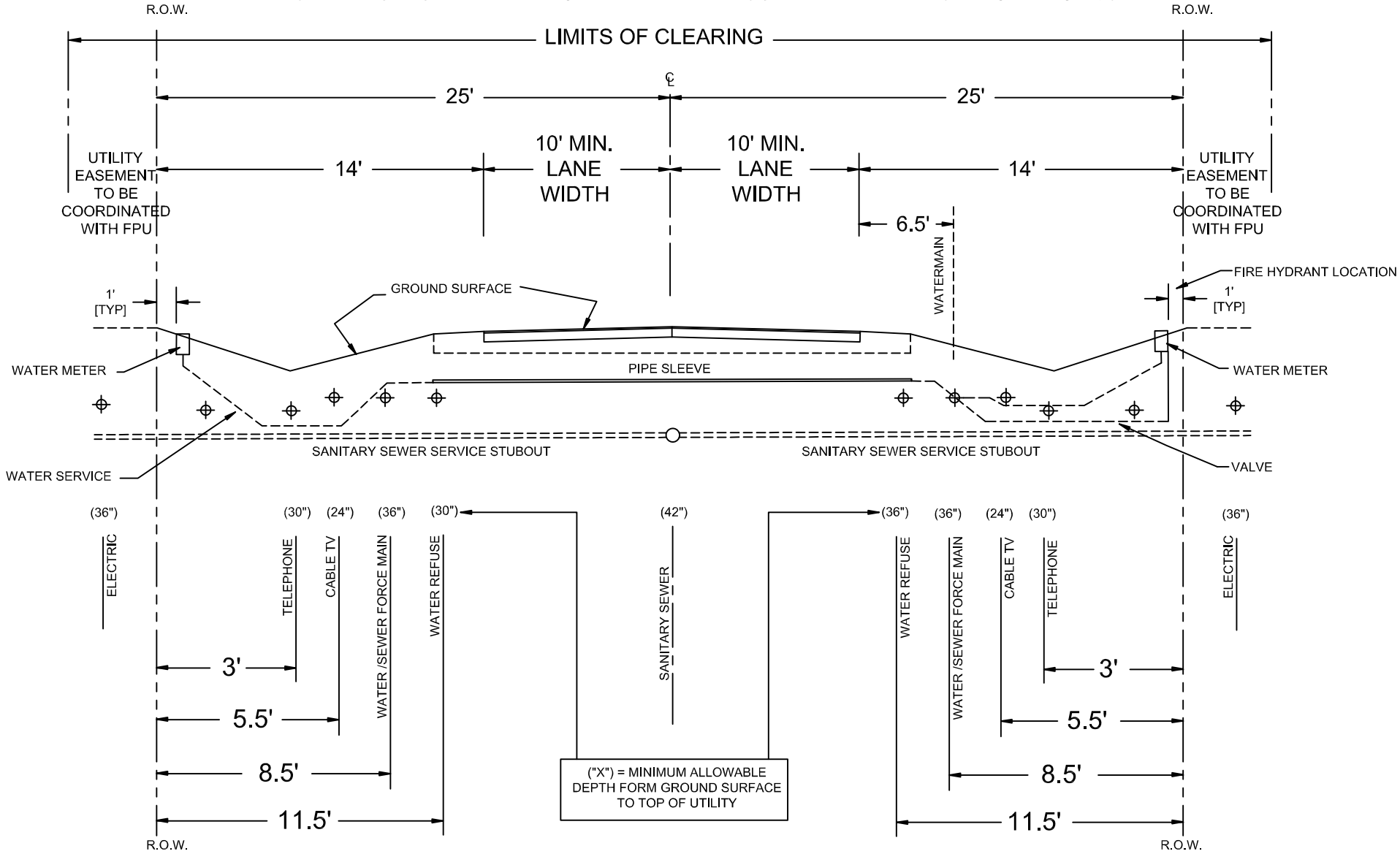
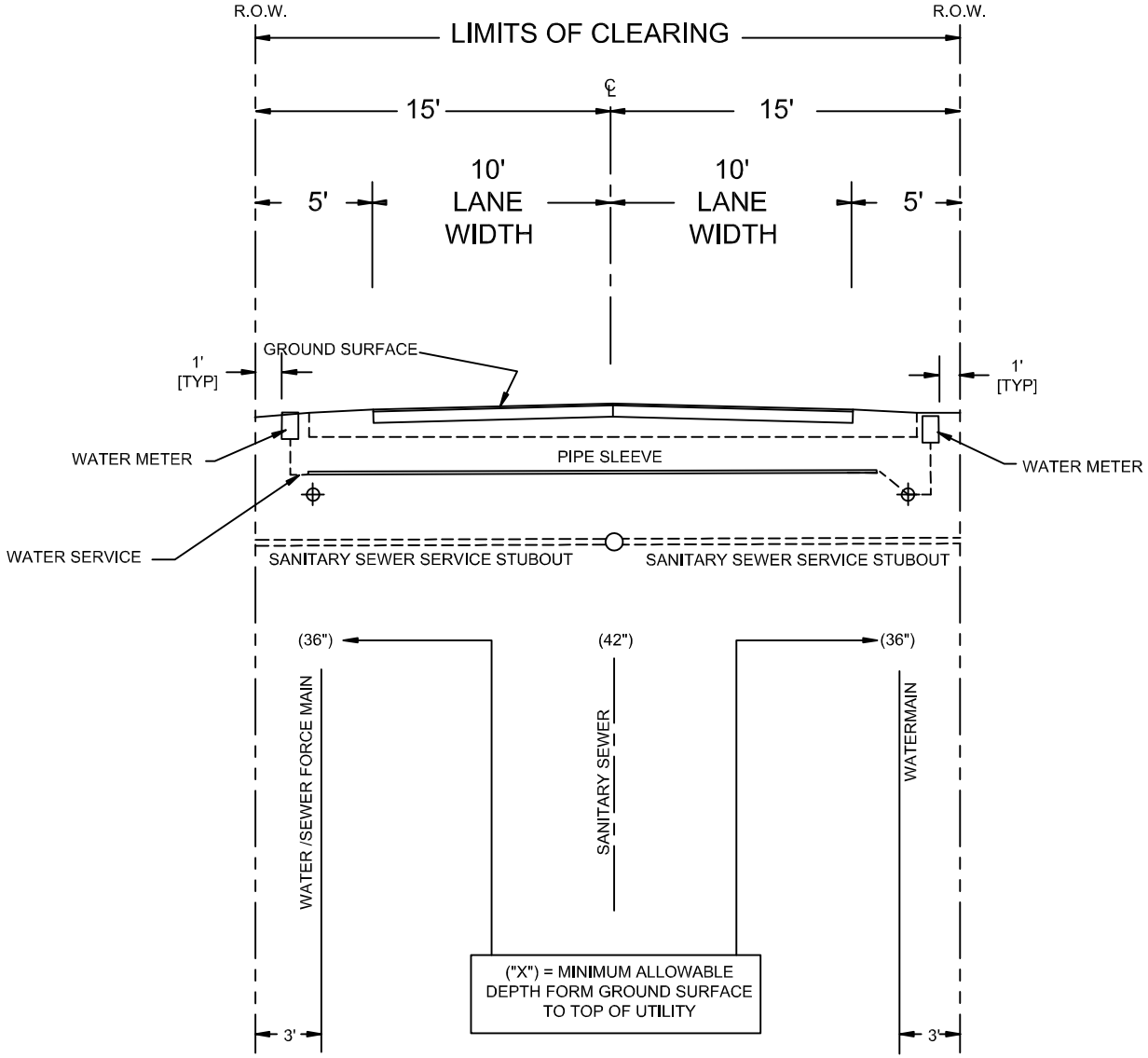


TYPICAL UTILITY LOCATION PLAN
50 FOOT RIGHT-OF-WAY

ROADWAY STANDARD DETAILS
CITY OF FERNANDINA BEACH
1181 S. 5TH STREET FERNANDINA BEACH, FLORIDA

DATE: 2/27/19	RIGHT OF WAY TYP. 60'
ENGINEER: AD	SCALE: N.T.S.
DRAWN BY: BE	AUTHORIZED BY: AD
REVISED BY:	DRAWING #
REVISION DATE:	13 0F 15

ALL UTILITYS TO BE INSTALLED BELOW DRAINAGE SYSTEM UNLESS APPROVED BY THE CITY OF FERNENDINA BEACH
ALL UTILITIES INSTALLED BELOW PAVEMENT MUST HAVE A MINIMUM COVER OF 36"



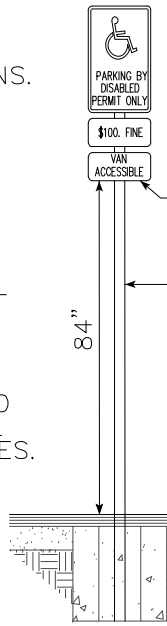
TYPICAL UTILITY LOCATION PLAN
30 FOOT ALLEY RIGHT-OF-WAY

ROADWAY STANDARD DETAILS
CITY OF FERNANDINA BEACH
1181 S. 5TH STREET FERNANDINA BEACH, FLORIDA

DATE: 2/27/19	RIGHT OF WAY TYP. 60'
ENGINEER: AD	SCALE: N.T.S.
DRAWN BY: BE	AUTHORIZED BY: AD
REVISED BY:	DRAWING #
REVISION DATE:	14 0F 15

NOTE:

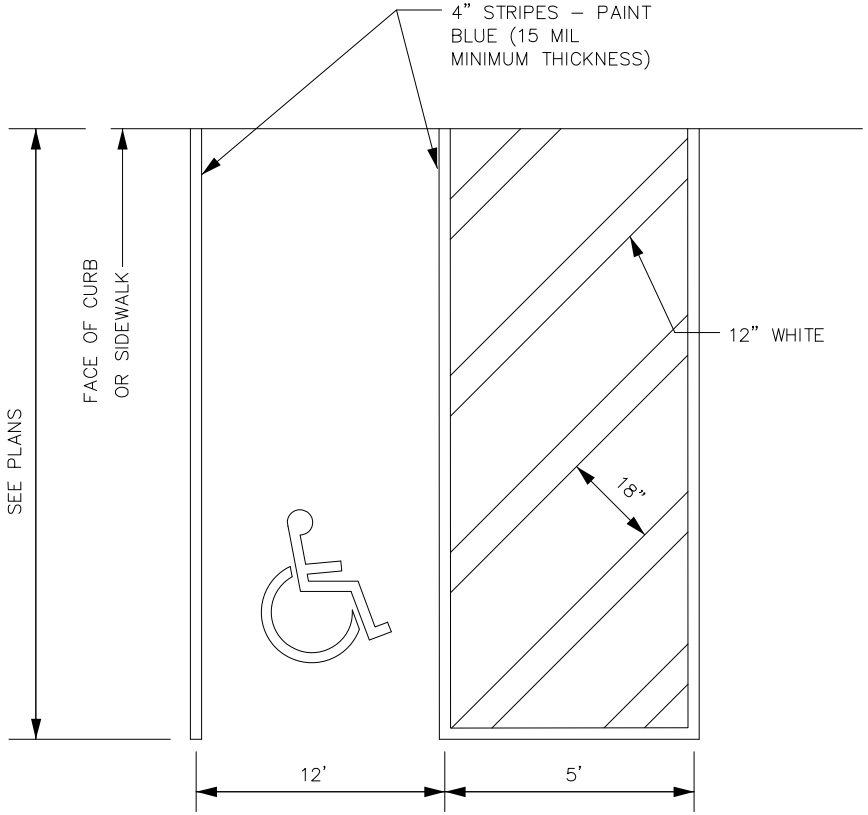
1. ALL SIGNS SHOWN SHALL CONFORM TO FEDERAL ACCESSIBILITY SPECIFICATIONS.
2. ALL SIGNS SHOWN SHALL BE REFLECTORIZED TO SHOW THE SAME COLOR BY NIGHT AS BY DAY.
3. ALL SIGNS SHALL BE SECURELY MOUNTED ON GALVANIZED STEEL CHANNEL POSTS.
4. INSTALL QUANTITY AND AT LOCATIONS REQUIRED BY CODE AND/OR AS INDICATED ON DRAWINGS. CONFIRM ALL HANDICAPPED SIGNAGE CODES.



NOTE: PROVIDE ADDITIONAL "VAN ACCESSIBLE" SIGNAGE AT LOCATIONS REQUIRED BY CODE AND/OR AS INDICATED ON DRAWINGS.

NOTE: PROVIDE ADDITIONAL "VAN ACCESSIBLE" SIGNAGE AT ALL LOCATIONS

2.5" GALVANIZED STEEL PIPE



Stall dimension measured from inside to inside striping

TYPICAL DISABLED PARKING

ADA PARKING AND SIGNAGE DETAIL

ROADWAY STANDARD DETAILS

CITY OF FERNANDINA BEACH
1181 S. 5TH STREET FERNANDINA BEACH, FLORIDA

DATE: 2/27/19	RIGHT OF WAY TYP. 60'
ENGINEER: AD	SCALE: N.T.S.
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REVISION DATE:	15 0F 15

ROADWAY CONSTRUCTION NOTES

1. All right-of-way other than roadway areas shall be seeded and mulched or sodded. All slopes steeper than 6:1 shall require sodding. The City reserves the right to require sodding in special areas where erosion is a concern, such as adjacent to sidewalk and back curb.
2. The following will be the standard protection for ditches unless drainage calculations indicate otherwise:

   (Minimum slope for grass ditches shall be 0.5%)

SWALE PROFILE GRADES	PROTECTION REQUIRED
0.5%-1.0%	Grassing and mulching
1.0%-4.0%	Sod
4.0% and greater	Ditch paving (concrete)

3. The limits of stabilizing sub-grade shall extend to a varying depth (per plan) below the bottom of the base and outward to twelve inches (12”) beyond the curb.
4. The stabilizing material should be a high bearing value soil, sand-clay, limerock, recycled concrete, shell, or other material as approved by the City and a licensed soils engineer.
5. The sub-grade for all street shall be stabilized not less than forty (40) pounds Limerock Bearing Ratio (LBR) to a 12” minimum depth. A compaction of no less than ninety-eight (98%) percent density based on AASHTO T-180 shall be required.
6. Tests for sub-grade bearing capacity and compaction shall be done at a minimum of every 250 feet and shall be staggered to the left, right, and at center line of the roadway. For short sections of roadway, at least two (2) tests shall be required.
7. Bases for all streets shall have a minimum 8” depth. Soil cement bases shell have a strength of 350 pounds per square inch at 28 days (85 to 125% tolerance). Recycled concrete or limerock bases shall be compacted to (98%) minimum density based on AASHTO-T 180 Modified Proctor Test (LBR 100).
8. Soil Cement and recycled concrete mix designs shall be submitted to the City for approval prior to start of sub-grade preparation.
9. Concrete delivery tickets shall be provided to the City at the time of placement.
10. Testing of the in-place bases shall be done at intervals equivalent to sub-grade testing and shall consist of, as a minimum, moisture content and compaction of the City.
11. Limerock, recycled concrete, or full depth asphalt pavement may be used in place of soils cement bases. All bases and roadway designs shall be subject to the approval of the City.
12. Soil cement base material construction shall be continuously supervised by a soil testing lab at the developer’s expense.
13. Cure coating of soil cement base shall be removed by hard planning prior to installation of driving surface.

ROADWAY CONSTRUCTION NOTES

14. Soil cement pavement bases with the cure coat applied shall be allowed to cure a minimum of seven (7) days under no traffic prior to placing any asphalt surface. (Test report required prior to traffic usage)
15. Design mixes shall be submitted to the City Engineer for approval no less than three (3) working days prior to any roadway construction.
16. Asphalt specifications shall be submitted by the Design Engineer with final plans to the City. Florida State-certified batch plants must than certify that these approved specifications have been met.
17. Extraction and gradation test on asphalt mixes shall be provided to the City to ensure that design mixes meet the City standard specifications.
18. The roadway crown shall have a standard one quarter inch (1/4”) per foot slope.
19. All roadways with curb and gutter sections shall have a standard, a minimum longitudinal slope of 0.30%.
20. The finished pavement edge may be within one quarter inch (1/4”) above the adjacent concrete curb.
21. Concrete curbs shall be provided on both sides of all streets and constructed with 3,000 PSI concrete at 28 days.
22. Concrete curbs shall be saw cut 1/4"at intervals of ten feet (10’) with expansion joints at street intersections, structures, and along curves at sixty feet (60’) intervals. All expansion joint material is required to be installed through the entire depth of the concrete curb.
23. A “S” shall be cut or etched in the curb to make the location of all sewer service.
24. An upside-down “W” shall be cut in the outside edge of curb to mark the location of all water services.
25. Three (3) concrete cylinders shall be taken and tested (1 at 14 days and 1 at 28 days) for every seventy-five (75) cubic yards of concrete or less placed. Test results shall then be provided to the City Engineer as they become available.
26. The Developer shall provide all required pavement markings on all roadways per City, County, and State requirements. Centerline stripes shall be provided on extensions of City collector or arterial roads, county roads, and state highways only.
27. A City of Fernandina Beach approved Stop Sign and a 24” thermoplastic Stop Bar are required at all roadway intersections.
28. All traffic control devices placed at intersections, private streets, public streets, county roads, and state highways within the City limits shall be installed according to the Manual on Uniform Traffic Control Devices, latest edition.
29. The Developer is responsible for paying fees for Traffic Control Devices to the City for installation. Street signs and stop signs shall be placed at all intersection, including but not limited to private street, public street, county roads, and state highways within the City limits.

ROADWAY CONSTRUCTION NOTES

30. The Developer is responsible for paying fees for all street lights prior to acceptance of the project by the City.
31. A minimum of five foot (5') wide sidewalks shall be provided on both sides of all residential streets unless otherwise approved by the Streets Department, see details. Areas where additional width is required will be identified by City staff.
32. All materials utilized for improvements within the City Right of Way shall have a minimum design service life of 50 years.
33. Standard Turning Radii for Intersections:

Residential streets with state & County Roadways Or major thoroughfares within the City	40-50 ft.
Entrances to commercial sites off of City streets	30 ft.
Intersections interior in subdivisions	40 ft.

Should Nassau County or the Florida Department of Transportation (FDOT) determine that larger radii are warranted within there right-of-way, the larger radii shall prevail.

34. Construction methods and design for concrete pavement shall conform to F.D.O.T. Standard Specifications for Road and Bridge Construction, latest edition.
35. All contractors who are performing the construction of public improvements (water main, sanitary sewer main, reclaimed water mains, storm pipes and inlets, and also constructions of roadways). Shall be certified with the Florida State Department of Business and Professional Regulations (DBPR) for the type of work that they perform.
36. Utility Depth:
    - High Voltage utilities such as power (feeder, service, and drops) shall be buried a Minimum of 30 inches in depth, 36" under pavement.
    - Low Voltage utilities such as phone and cable TV shall be buried a minimum of 12 inches in depth for feeder and services. Services drops shall be buried a minimum of 6 inches in depth, 36" under pavement.
37. No new above ground installation of electrical, phone or cable distribution lines or services will be permitted in City of Fernandina Beach right of ways.
38. All dead end roadways that exceed one-hundred fifty feet (150') shall be provided with an approved turnaround.
39. Minimum vertical clearance over all roadways is 13'-6". Minimum vertical clearance over all sidewalks is 7'.

Prepared By/Record and Return To:
Chris R. Strohmenger, Esq.
Burr & Forman LLP
50 N. Laura Street, Suite 3000
Jacksonville, Florida 32202

Consideration: $1,900,000.00

WARRANTY DEED

THIS WARRANTY DEED made this 28th day of January, 2025, by **EDWARD E. BONER, JR.** and **LISA ABBOTT BONER**, husband and wife (the "Grantor"), whose mailing address for notice purposes is P.O. Box 15027, Fernandina Beach, Florida 32035, and **COASTAL OAKS HOMES, LLC**, a Florida limited liability company (the "Grantee"), whose mailing address is 12443 San Jose Boulevard, Suite 504, Jacksonville, Florida 32223 (wherever used herein, the terms "Grantor" and "Grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations):

W I T N E S S E T H:

That the said Grantor, for and in consideration of the sum of Ten and No/100 Dollars ($10.00) and other valuable consideration, the receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the said Grantee, its heirs, legal representatives, successors and assigns forever, the following described land (the "Land"), situate, lying and being in Nassau County, State of Florida:

> Lot 15, of Citrona, as recorded in Official Records Book 30, Page 259, and that certain part of abandoned right-of-way as described in Official Records Book 430, Page 704, of the Public Records of Nassau County, Florida.

Property Appraiser's Parcel ID Number: 00-00-31-1180-0015-0000

together with all tenements, hereditaments and appurtenances of Grantor belonging or in any wise appertaining to the Land (collectively, the "Property"), subject to taxes and assessments for the current year and subsequent years, which are not yet due and payable (the "Permitted Encumbrances").

To have and to hold the Property in fee simple forever.

Except as set forth in the Permitted Encumbrances, Grantor does hereby fully warrant the title to said Property and will defend the same against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the said Grantor has caused this instrument to be executed on the day and year first above written.

Signed, sealed and delivered
in the presence of:

GRANTOR:

Print Name: Rachel Greene
Address: 50 N. Laura St., Suite 3000
Jacksonville, FL 32202

EDWARD E. BONER, JR.

LISA ABBOTT BONER

Print Name: Marjann B. Vaccaro
Address: 50 N. Laura Street, Suite 3000
Jacksonville, FL 32202

(Witnesses as to both signatures)

STATE OF FLORIDA
COUNTY OF Duval

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 27th day of January, 2025, by **EDWARD E. BONER, JR.** and **LISA ABBOTT BONER**, who [CHECK ONE] ☐ are personally known to me or ☒ have produced valid driver's licenses as identification.

RACHEL L. GREENE
MY COMMISSION # HH 117527
EXPIRES: May 8, 2025
Bonded Thru Notary Public Underwriters

Print Name:
Notary Public, State and County Aforesaid
My Commission Expires:
Commission Number:

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