



AGENDA
HISTORIC DISTRICT COUNCIL
REGULAR MEETING
AUGUST 28, 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 Introduction of new City Attorney Teresa Prince.
 - 3.2 Approval of Minutes from the Regular Meeting of July 17, 2025.
- 4. OLD BUSINESS**
 - 4.1 HDC 2025-0004 - SPATOLA CONTRACTING GROUP, AGENT FOR DENNIS BROWN, 913 WHITE STREET**
FINAL Certificate of Approval (COA) to construct an additional 58 sq. ft. to the second floor northwest elevation and to increase the east side porch by 133 sq. ft. *(Quasi-Judicial)*.
 - 4.2 HDC 2024-0007 - MIRANDA ARCHITECT, AGENT FOR RUTH MAESTRE, 11 S. 7TH STREET**
2nd AMENDMENT to a previously issued Certificate of Approval (COA) to add a chimney with flanking windows in the rear of the primary structure. *(Quasi-Judicial)*.
- 5. NEW BUSINESS**
 - 5.1 HDC 2025-0015 - AMELIA ISLAND PIRATE VOYAGES, 1 N. FRONT STREET**
FINAL Certificate of Approval (COA) to install a 10'x8' temporary accessory structure for the Amelia Island Pirate Voyages. *(Quasi-Judicial)*.
 - 5.2 HDC 2025-0016 - RICE ARCHITECTS, AGENT FOR S. NICOLE JAMIESON, 17 S. 8TH STREET**
FINAL Certificate of Approval (COA) to construct a 288 sq. ft. accessory structure. *(Quasi-Judicial)*.
 - 5.3 HDC 2025-0017 - DEBRA WINTERS, 132 S. 2ND STREET**
This case was transitioned to an HDC Staff Approval. See attached letter.
 - 5.4 HDC 2025-0018 - CITY OF FERNANDINA BEACH, 102 CENTRE STREET**
Certificate of Approval (COA) to remove "Fernandina Pirate" sculpture and replace with new "Peg Leg Pete" sculpture and install black wrought iron fencing around the base. *(Quasi-Judicial)*
- 6. BOARD BUSINESS**

7. STAFF REPORT

- 7.1 Introduction and update from Glenn Akramoff (Project Manager) on Planning Staff changes.
- 7.2 Approved Staff Certificates of Approval (COA) - July 2025
- 7.3 Update on one-on-one meetings with Board Members - Changes to the Downtown Design Guidelines
- 7.4 Concrete Street Markers

8. PUBLIC COMMENT

9. ADJOURNMENT

NEXT HDC REGULAR MEETING IS SCHEDULED FOR SEPTEMBER 18, 2025.

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired). All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the Planning Department (904) 310-3135.



**MINUTES
HISTORIC DISTRICT COUNCIL
REGULAR MEETING
JULY 17, 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: Arlene Filkoff (Chair), James Pozzetta (Vice-Chair), Tammi Kosack, Veronica Byrnes, Dylan Psulkowski

MEMBERS ABSENT: Heather Sherstad-Schaller (Alt 1)

OTHERS PRESENT: Mia Sadler, Planner
Nikki Day, City Attorney Pro Tem (Virtual attendance)
Morgan Ohlendorf, Recording Secretary

2. PLEDGE OF ALLEGIANCE

Chair Filkoff announced the resignation of Member Gass effective immediately and sat Member Byrnes as a permanent voting member.

Chair Filkoff asked Board Members to disclose any ex-parte communications. Vice-Chair Pozzetta and Member Kosack disclosed that they spoke with Staff about all of the items on the agenda. Member Psulkowski noted that his company had initially bid on the project for case HDC 2025-0009 but that they never entered into a contractual agreement.

Nikki Day, City Attorney Pro Tem, who attended virtually, explained the Quasi-Judicial procedures and appeal process.

Ms. Ohlendorf administered the oath to all parties who wished to provide testimony.

3. APPROVAL OF MEETING MINUTES

3.1 Approval of Minutes from the June 26, 2025 Workshop.

ACTION TAKEN: A motion was made to approve the Minutes for the Workshop Meeting of June 26, 2025, as presented.

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

3.2 Approval of Minutes for the June 26, 2025 Regular Meeting.

ACTION TAKEN: A motion was made to approve the Minutes for the Regular Meeting of June 26, 2025, as presented.

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

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4. OLD BUSINESS

4.1 HDC 2025-0009 - SARA FERRE, AGENT FOR BILLIE STILLWELL LIVING TRUST, 27 S. 5TH STREET

FINAL Certificate of Approval (COA) to add an ADA ramp and relocate an existing door at the rear of the property. (*Quasi-Judicial*).

Ms. Sadler presented the Staff Report Analysis and recommended final approval with the condition that the ramp be compliant with ADA guidelines.

Sara Ferre, 27 S. 5th Street, agent for the owners, provided the Board with more information about the details of the project.

Member Byrnes thanked the applicant for the work they've put into getting this right.

Public Hearing was opened and closed with no members of the public wishing to speak.

ACTION TAKEN: A motion was made by Vice-Chair Pozzetta , seconded by Member Byrnes, to approve HDC case 2025-0009 without conditions; AND that the HDC make the following findings of fact and conclusions of law part of the record: that the HDC case 2025-0009, as presented, is substantially compliant with the Comprehensive Plan, Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic Design Guidelines to warrant FINAL approval at this time.

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

5. NEW BUSINESS

5.1 HDC2025-0012 - MIRANDA ARCHITECTS, AGENT FOR MIKE AND CHRISTIE MYERS, 20 S. 10TH STREET

FINAL Certificate of Approval (COA) to construct a single-family residence and a detached accessory structure on a previously developed site. (*Quasi-Judicial*).

Ms. Sadler presented the Staff Report Analysis and recommended final approval.

Jose Miranda, Miranda Architects, 309 ½ Centre Street, agent for the owner, provided additional information to the Board about this project.

Member Kosack asked if the nearby tree would be affected by the development and inquired about the location of the HVAC equipment.

Public Hearing was opened and closed with no members of the public wishing to speak.

ACTION TAKEN: A motion was made by Member Byrnes, seconded by Member Psulkowski, to approve HDC case 2025-0012 without conditions; AND that the HDC make the following findings of fact and conclusions of law part of the record: that the HDC case 2025-0012, as presented, is substantially compliant with the Comprehensive Plan, Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic Design Guidelines to warrant FINAL approval at this time.

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

5.2 HDC2025-0013 - MCG HOMES AGENT FOR CHARLES AND ELIZABETH RICE, 30 N. 6TH STREET

FINAL Certificate of Approval (COA) to remove portion of existing rear wall and install 3 new French doors, to construct new brick steps to rear, to construct under roofed addition to kitchen area at the N.E. facade of residence. (*Quasi-Judicial*)

Ms. Sadler presented the Staff Report Analysis and recommended final approval.

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Stephanie Lagos, MCG Homes, 1750 S. 14th Street, agent for the owners, provided additional information to the Board.

Member Psulkowski asked about the window that will be removed at the rear of the house and the type of brick that will be used.

Public Hearing was opened and closed with no members of the public wishing to speak.

ACTION TAKEN: A motion was made by Member Kosack, seconded by Vice-Chair Pozzetta, to approve HDC case 2025-0013 without conditions; AND that the HDC make the following findings of fact and conclusions of law part of the record: that the HDC case 2025-0013, as presented, is substantially compliant with the Comprehensive Plan, Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Design Guidelines to warrant FINAL approval at this time.

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

- 5.3 ***HDC2025-0014 - MK DESIGN GROUP, AGENT FOR SCOTT MICHAEL & LISA DONOVAN, 908 LADIES STREET**
FINAL Certificate of Approval (COA) to construct a single-family residence with a detached accessory structure. (*Quasi-Judicial*). *THE AGENT ATTENDED VIRTUALLY.*

Ms. Sadler presented the Staff Report Analysis and recommended final approval.

Lauren Kelly, MK Design Group, agent for the owner and present remotely, provided the Board with additional information regarding the project.

Member Byrnes commented on the 2nd floor dormer which she thinks is over scaled and suggested reducing the scaling if possible. Ms. Kelly replied that they based this design on existing houses in the area.

Member Kosack asked about 37" oak tree on the left side of the property and its positive impact on the oversized dormer.

Lisa Donovan, 908 Ladies Street, owner, shared that the intent is to keep the oak tree and that the house was designed with the intent of saving this tree.

Public Hearing was opened and closed with no members of the public wishing to speak.

Vice-Chair Pozzetta shared that, after speaking with Ms. Sadler about this case, he realized that in regard to accessory structures' height, the LDC is written in a confusing manner and that this topic should be discussed by the Board during LDC modification or clarifications.

ACTION TAKEN: A motion was made by Vice-Chair Pozzetta, seconded by Member Kosack, to approve HDC case 2025-0014 without conditions; AND that the HDC make the following findings of fact and conclusions of law part of the record: that HDC case 2025-0014, as presented, is substantially compliant with the Comprehensive Plan, Land Development Code, the Secretary of the Interior's Standards, and the Old Town Fernandina Design Guidelines to warrant FINAL approval at this time.

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

6. BOARD BUSINESS

- 6.1 Schedule time for Downtown Design Guidelines workshop

Chair Filkoff suggested that Ms. Sadler meet with each Board Member to discuss any potential changes they would like to propose or codify within the Downtown Design Guidelines. She emphasized that the ultimate goal would be to be done by the end of September 2025.

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Member Kosack asked if Vice-Chair Pozzetta or Member Byrnes could meet with Staff first and then share that information with the rest of the members. Attorney Day shared that Staff cannot act as a conduit between Members, but that the information can be compiled and presented at another meeting. Staff can compile Member feedback, and a workshop can be set up for discussion.

The Board discussed moving the August meeting to the end of the month due to absence of several members.

Ms. Sadler shared information she received from another preservationist's perspective on codifying the Design Guidelines which encouraged the full codification of the Design Guidelines.

7. STAFF REPORT

7.1 Staff Certificates of Approval (COA) for June 2025

Member Byrnes asked about the Blue Heron's recent approved building permits to replace the deck and railings.

Member Pozzetta inquired about the process of Staff application and the documentation required.

7.2 Preservation on Main Street Conference and Peck Center

Ms. Sadler shared that she met with Peck High School alumni and that she received great collaboration and support along with much needed information on how to proceed with the registration of the Peck Center on the National Register for Historic Places. Chair Filkoff reflected on past experiences and history connected to the Peck High School and the struggle of integration.

Member Kosack spoke of recent conversations with citizens regarding safeguarding our trees.

Chair Filkoff suggested to Staff to look at another outreach regarding head stone cleaning for Bosque Bello Cemetery.

Member Kosack inquired about the status of any work at the Huot Building on N. 2nd Street. Staff will look into it.

8. PUBLIC COMMENT

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

9. ADJOURNMENT 6:27 PM

Morgan Ohlendorf, Recording Secretary

Arlene Filkoff, Chair



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2025-0004
August 28, 2025

Owner/Applicant:	Stephanie Spatola, agent for Dennis Brown
Property Address:	913 White St - Block 8, lots 6 and 8
Parcel ID #:	00-00-31-1580-0008-0080
Current zoning:	OT-1
FLUM land use category:	High Density Residential
Existing uses on the site:	Single Family Home
FL Master Site File #	N/A
Year Built:	1920
Contributing Status:	N/A
Requested action:	FINAL Approval to 1) renovate the existing second floor into 2 bedrooms and add a bathroom AND 2) increase the side porch area and screen it in. <i>(Quasi-judicial)</i>

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

913 White Street



The applicant is seeking FINAL approval to renovate the existing second floor into two bedrooms and add an additional bathroom. The new bathroom would have an area of 58 sq ft and would require building on to an existing dormer. They are also requesting approval to add an additional 133 sq ft onto their side porch and screen in the added square footage. The overall footprint of the main structure will remain the same and all external finishes will tie in with the existing ones.

Existing Elevations:



- 2

4. **Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.**
Findings: Complies ☒ Does not Comply ☐ N/A ☐
5. **Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.**
Findings: Complies ☒ Does not Comply ☐ N/A ☐
6. **Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.**
Findings: Complies ☐ Does not Comply ☐ N/A ☒
7. **Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.**
Findings: Complies ☒ Does not Comply ☐ N/A ☐
8. **Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.**
Findings: Complies ☒ Does not Comply ☐ N/A ☐
9. **New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.**
Findings: Complies ☒ Does not Comply ☐ N/A ☐
10. **New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**
Findings: Complies ☒ Does not Comply ☐ N/A ☐

ANALYSIS:

PROPOSED MATERIALS		
	Type/Material/Brand	Color
Exterior Fabric	Hardie Lap Siding	Yellow
Windows	Andersen, 400 series awning 15727.1 R7	White
Roofing	Gulf Coast, metal	Light grey
Fascia/Trim	Hardie plank	White
Porch/Deck	TREX, Transcend Lineage	Jasper

Site Plan –

- **Housing Type** – Single-family detached homes are a permissible housing type in OT-1 Zoning District.
- **Visibility Triangle** – All proposed construction occurs beyond the required visibility triangle.
- **Lot Density** – Meets the requirement to remain under the 45% lot coverage maximum.
- **Mechanical** – Per LDC 4.02.03(A)7, “Mechanical equipment may be located within the side or rear yard setback, but not closer than five (5) feet to side or rear yard lot lines.” There are no changes to the location of mechanical equipment.

- **Visibility Corridors** – The existing home has a non-conditioned porch which extends into the adjoining lot 6 by approximately 2 feet. The proposed new covered porch continues to be non conditioned and would be a permissible improvement into mid-lot visibility corridor. Examples of this type of allowable improvement are provided in the 2021 Old Town Design Guidelines in Figures 18 and 19 as pictured below.

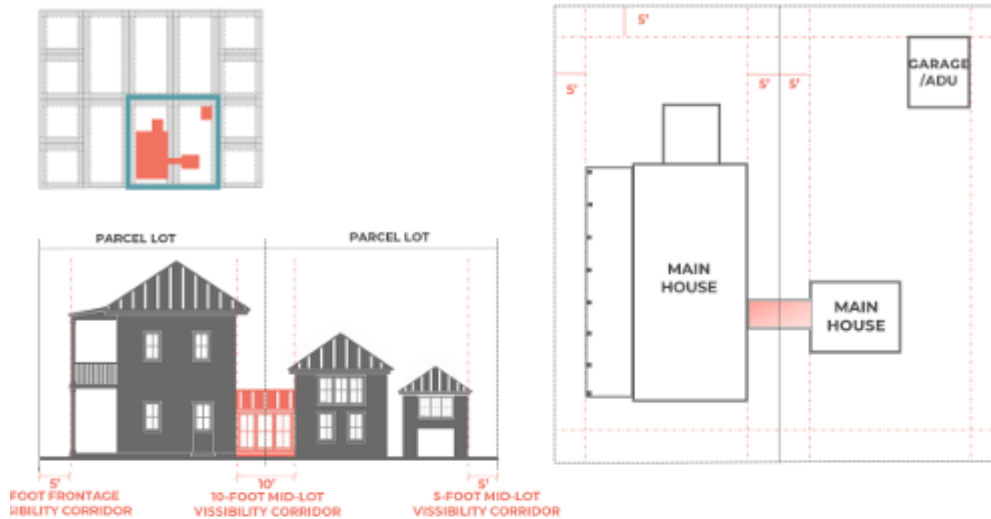


Figure 18: Sideyard Visibility Corridor – Enclosed Breezeway option.

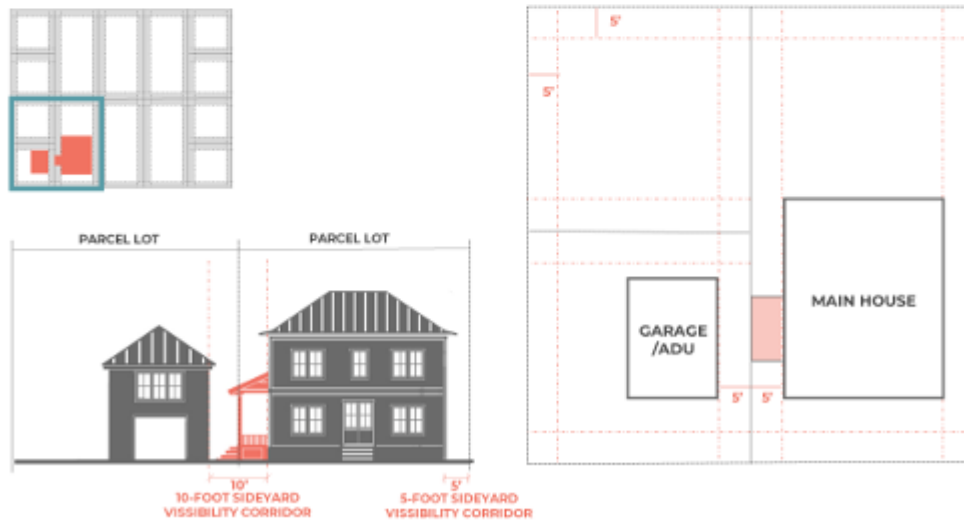


Figure 19: Sideyard Visibility Corridor – Porch / Double Story Porch option.

- **Encroachments** – No encroachments are proposed as part of this application.
- **Parking** – Driveway to be accessed from White Street. The driveway material is not changing and is

indicated as gravel.

- **Orientation** – All primary structures are required to front the street. The proposed primary structure is sited to front White Street, which is appropriate.

Elevations –

- **Scale** – Given the changes to the plans, the building addition is appropriately scaled and in proportion with existing development in Old Town.
- **Height** – Building height shall be measured from the approved finished grade to the highest point on the structure, per LDC 4.02.03(C). Height of the structure is approximately 24” and is unchanged by the proposed addition.
- **Materials** – The project features materials that replicate traditional materials that will match the existing materials used on the structure. The porch will be constructed of TREX Lineage.
- **Foundation** – The project will be confined on the existing foundation.
- **Windows** – The proposed windows are Andersen 400 series awning 15727.1 R7. These windows are on the list of approved windows.

STAFF RECOMMENDATION:

Staff finds that the requested action is substantially consistent with the Land Development Code, the Secretary of the Interior’s Standards, and the Old Town Preservation and Development Guidelines to warrant **FINAL** Approval, currently.

Staff recommendation:

FINAL APPROVAL of HDC 2025-0004

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2025-0004 **with or without** conditions;

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

That HDC case 2025-0004, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior’s Standards, and the Old Town Preservation and Development Guidelines to warrant approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2025-0004 Combined & Updated Application Materials

EXHIBIT 2 MARCH HDC 2025-0004 Staff Report

Historic District Council (HDC) Certificate of Approval (COA) Application - Submission #16659

Date Submitted: 7/11/2025

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

USE THIS FORM TO Apply for BOARD approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA) AND STAFF-LEVEL review for EXTERIOR PAINT and INSTLLATION OF PERVIOUS PAVERS projects ONLY.

NOTE: All other STAFF-LEVEL approvals (i.e, fence, right-of-way, roof) and smaller STAFF-LEVEL project reviews can be submitted with your building permit where reviews will be performed and cost will be assessed simultaneously.

Fees

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

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

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

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

☐ Demolition of a Primary Structure – Contributing \$7,500

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

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

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

Basis for Review

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

2025 Submission Deadlines + Board Meetings Calendar

Application Deadline (4:30pm)	Nov 07 2024	Dec 05 2024	Jan 09 2025	Feb 06 2025	Mar 06 2025	Apr 03 2025	May 08 2025	June 05 2025	July 10 2025	Aug 07 2025	Sep 04 2025	Oct 09 2025	Nov 06 2025	Dec 04 2025
Meeting Date	Dec 19 2024	Jan 16 2025	Feb 20 2025	Mar 20 2025	Apr 17 2025	May 15 2025	June 26 2025	July 17 2025	Aug 21 2025	Sep 18 2025	Oct 16 2025	Nov 20 2025	Dec 18 2025	Jan 15 2026

In observance of Juneteenth on June 19, the HDC meeting is moved up to June 26.

IMPORTANT NOTES

Conceptual Approvals

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

Pre-Application Meeting

To guide you through the process and to ensure that your application is properly processed, you'll need to meet with the Preservation Planner prior to submitting your application. The application must be submitted at least 42 days before the scheduled meeting to allow time for review. Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, right-of-way, or zoning permit (if required).

Application Requirements

For Staff Approval or Final Approval by the Board the following application materials **must** be submitted. Please be sure to upload all necessary documents pertaining to your COA request to your COA application or permit application.

**Note on Elevation Requirements: Elevations must include specific material and detail information with call outs that define all visible exterior elements, such as (but not limited to): wall finishes, foundation wall finish, corner-boards, water-tables, barge-boards, cornice trim, door trim, window trim, column elements, railings, roof fascia, balcony trim elements, supporting/decorative brackets, gable end decorative elements, shutters, roof finishes, chimney finish, privacy fences, picket fences, gates, utility yard screens, gazebos, outdoor shower screens, etc. Provide specific detail views of features that cannot be called out with notes on the elevations. Examples include porch details, pier elements, lattice infill components, soffit and cornice trim detailing, etc.*

- ☐ A complete/ signed application;
- ☐ Proof of Ownership (copy of deed or tax statement);
- ☐ A current survey of the property, for new construction and any change to existing footprint. (no older than two years);
- ☐ Scaled site plan of the proposed work, including lot dimensions, setbacks, finished floor elevations, and any changes as a result of proposed building footprints;
- ☐ Site plan must show all trees greater than 5" diameter at breast height (DBH) and indicate any trees that are to be removed as part of the scope of work;
- ☐ Scaled elevations & plans*;
- ☐ Elevations and/or site plan must show all proposed mechanical and plumbing equipment (HVAC, hood vents, backflow preventers, etc.) All rooftop mechanical equipment shall be screened from view to adjacent properties and rights-of-way by utilizing parapets or other screening elements that are integrated into the overall architecture of the structure and constructed using materials and methods that are consistent with those used on the building.
- ☐ Photographs of the existing site and existing buildings if any, including views from the street;
- ☐ Context elevations, drawings, and photos for entire blockface when proposing any new structures;
- ☐ Product/material details and specifications, including brochures or printouts, for any proposed material as applicable and not limited to: doors, windows, roofing, exterior fabric, fascia/trim, shutters, fencing, sidewalk/driveway, landscaping, foundation, porch/deck, sheds, and proposed colors for ALL
- ☐ For Additions to Historic Structures: Provide detailed connection plans, photos of existing walls (inside and outside) and details for the connection along with any reuse of existing materials;
- ☐ Any additional backup materials, as necessary;
- ☐ If applying as an agent, Owner's Authorization for Agent Representation form must be signed/ notarized and submitted as part of the application;
- ☐ For window replacement, a Window Survey must be completed by a design professional other than as window sales representative.

surfaces to be
painted/stained/treated;

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

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

The LDC is Available for Review at

www.fbfl.us/LDC

Appeals

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

PROJECT TYPE*

Addition

APPROVAL TYPE*

Board Approval: Final

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

Previously Approved Case #

HDC YYYY-##

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

Yes

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

2/3/2025

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

[HDC Pre-Application Meeting Request](#)

PROPERTY INFORMATION

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

Historic District*

Old Town

Site Address*

913 White St

City*	State*	Zip Code*
Fernandina Beach	FL	32034

Parcel ID #(s)*

00-00-31-1580-0008-0080

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

YES

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

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name*	Last Name*
Dennis	Brown

Mailing Address*

913 White St

City*	State*	Zip Code*
Fernandina Beach	FL	32034

Telephone Number*	E-mail Address*
9137066154	dennis@bookends.life

OWNER'S AGENT

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

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

Yes

First Name*	Last Name*
Stephanie	Spatola

Company (if applicable)

Spatola Contracting Group

Street Address

512 S. 8th ST

City

Fernandina Beach

State

FL

Zip

32034

Telephone Number

6178696546

E-mail Address

stephanie@spatcogroup.com

Project Description*

Add 2nd floor bathroom and extend existing covered porch.
Will need to expand existing dormer to accommodate bathroom. Will tie-in all exterior materials to match existing materials. Metal roof, hardie lap siding, Anderson window.

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

Design Vision Statement*

Will match existing structure elements

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

Requirements for Demolition Applications

Per LDC 8.03.03.01

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

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

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

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

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

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

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

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

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

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

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

MATERIALS

List all proposed materials and colors, as applicable. If you are not filling this out, you MUST provide a detailed list separately that includes all required information as described in the following fields. A separate form can be uploaded or emailed directly to Mia Sadler.

EXTERIOR FABRIC

Manufacturer	Product Description	Color
James Hardie	Hardie LAP siding	
		(Name/Number)

DOORS

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

WINDOWS

Manufacturer	Product Description	Color
Anderson	Awning, match existing	
	Include FL Product Approval # for Windows and Doors	(Name/Number)

ROOFING

Manufacturer	Product Description	Color
Gulfcoast	Metal Roof, match existing	
		(Name/Number)

FASCIA/TRIM

Manufacturer	Product Description	Color
James Hardie	Hardie fascia	
		(Name/Number)

FOUNDATION

Manufacturer	Product Description

Color

(Name/Number)

SHUTTERS

Manufacturer

Product Description

Color

(Name/Number)

PORCH/DECK

Manufacturer

Product Description

Color

(Name/Number)

FENCING

Manufacturer

Product Description

Color

(Name/Number)

DRIVEWAYS/SIDEWALKS

Manufacturer

Product Description

Color

(Name/Number)

SIGNAGE

Manufacturer

Product Description

Color

(Name/Number)

OTHER

Manufacturer**Product Description****Color**

(Name/Number)

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

Upload 1

Drawings_Brown Dennis
Peggy_913 White
Street_review 5-7-25.pdf

Upload 2

913 White St survey.pdf

Upload 3

913 White St tax statement
proof of ownership.pdf

Upload 4

OWNERS
AUTHORIZATION.pdf

Upload 5

photos.pdf

Upload 6

Response letter.pdf

Upload 7

No fi...sen

Upload 8

No fi...sen

Upload 9

No fi...sen

Upload 10

No fi...sen

Upload 11

No fi...sen

Upload 12

No fi...sen

Certification*

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

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

2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.

3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

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

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

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

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

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

Applicant First Name*

Stephanie

Applicant Last Name*

Spatola

Today's Date*

7/11/2025



DEPARTMENT OF PLANNING & CONSERVATION

204 Ash Street | Fernandina Beach Florida 32034 | Contact: Mia Sadler at 904 310-3488 | www.fbfl.us/planning

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

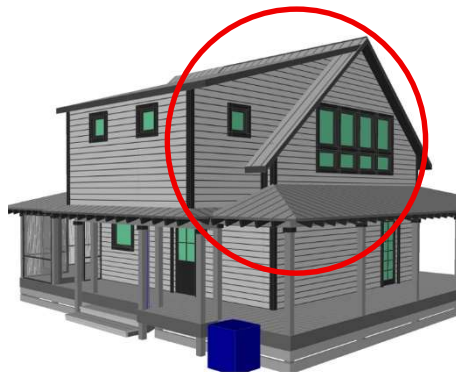
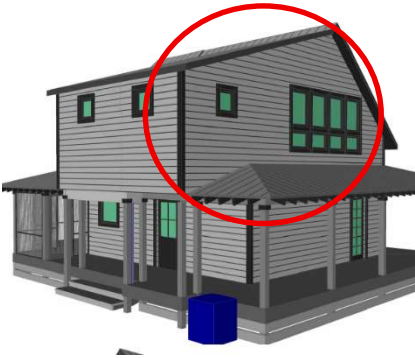
TO: Historic District Council

FOR: HDC 2025-0004, 913 White Street

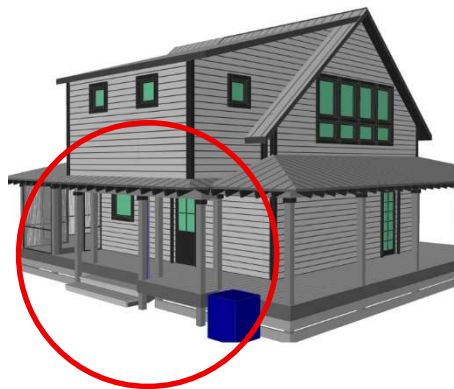
REGARDING: Concept review comments

In consideration of comments from the members of the HDC (see below notes copied from the meeting), we have made the following changes to the floorplans:

- West wall: Reduced the size of the dormer expansion and created a step back/return from original proposed west wall. The new dormer west wall now deviates from current west wall.



- North wall: Created an eyebrow on 1st floor roof to create the appearance of the dormer being enveloped by roof and making the 1st floor look more substantial.



4.4 **HDC 2025-0004 - STEPHANIE SPATOLA, AGENT FOR BROWN FAMILY REVOCABLE LIVING TRUST, 913 WHITE STREET**

CONCEPTUAL Certificate of Approval (COA) to add another bedroom and bathroom to the existing second-floor space and to increase the side porch by 133 sq.ft. (*Quasi-Judicial*).

Member Psulkowski returned to the DAIS at this time.

Ms. Sadler presented the Staff Report and recommended conceptual approval.

Vice-Chair Pozzetta asked if this structure was contributing or non-contributing. Ms. Sadler answered that Old Town Guidelines are more concerned with preservation of the grid layout. Mrs. Gibson added that this structure is not specifically listed as either contributing or non-contributing.

Member Byrnes commented that the addition does not work well and is too [large, overbearing??]

Stephanie Spatola, 512 S. 8th Street, agent for this case, provided additional information about the size of the proposed addition and explained that the owner did not want to expand the footprint of the structure.

Member Kosack added that including [stuff] on the bottom level of the house might help balance it out and break up how substantial the addition looks. (I don't know how to phrase this)

Vice-Chair Pozzetta commented that he agrees with the other Board Members that the first floor needs to be more substantial to make the second floor make sense. He also added ... need to soften the

Member Kosack asked Staff for additional information about the extension of the porch addition into the mid-lot corridor.

ACTION TAKEN: A motion was made by Member Kosack, seconded by Member Psulkowski, to approve HDC case 2025-0004 with the conditions that items discussed tonight regarding the bump-out and the massing of the bump-out are addressed in the final plan; AND that the HDC make the following findings of fact and conclusions of law part of the record: that the HDC case 2025-0004, as presented, is substantially compliant with the Comprehensive Plan, the Land Development Code, the Secretary of Interior Standards, and the Old Town Preservation Design Guidelines to warrant CONCEPTUAL approval at this time.

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

ARCHITECTURAL LEGEND

ON EXST'G FLOOR PLANS

— EXST'G 2x4 (3/2") WOOD STUD WALL

— EXST'G 2x6 (3/2") WOOD STUD WALL

ON NEW FLOOR PLANS

— EXST'G 2x4 (3/2") WOOD STUD WALL WHICH IS TURNED ON VALVE IN EXST'G DRAWINGS

— EXST'G 2x6 (3/2") WOOD STUD WALL

— 2x4 (3/2") WOOD STUD WALL W/ 1/2" GB S.S. (U.A.O.) & INSULATION • ALL EXTERIOR AND ATTIC WALLS

— 2x6 (3/2") WOOD STUD WALL W/ 1/2" GB S.S. (U.A.O.) & INSULATION • ALL EXTERIOR AND ATTIC WALLS

— 2x4 THERMAL OR SOUND INSULATED INTERIOR WALL, 1/2" WOOD STUD WALL W/ 1/2" GB S.S. (U.A.O.) & ACOUSTIC INSULATION (SOUND BATT) BETWEEN EA. STUD

CABINETS & MILLWORK

CLOTHES-CONTRACTOR TO COORD. PLUS STOR.

UPPER CABINET

SPLASH

LOWER CABINET

UPPER CABINET

ROD CONNECTORS

CONT. BATT INSULATION RESISTANCE VALUE

CONT. BATT INSULATION RESISTANCE VALUE

WINDOW LEGEND

FIXED

SINGLE OR DOUBLE HUNG

SINGLE CASEMENT

DOUBLE CASEMENT

AWNING

TRANSOM

SWING

POCKET

SLIDING

FOLD

MULL

WINDOR

WINDOOR

FACTORY ORDER AT JAMB

DOOR LEGEND

EQ.

EQ.

EQ.

EQ.

FLOOR LEVEL CHANGES

UP

DOWN

CHANGE IN FINISH FLOOR ELEVATION

HATCH REPRESENTS FLOOR VERT. DISTANCE OF STEP

RAISED CURB

TOILET

SHOWER HEAD

SHOWER VALVE

RECESSED SOAP SHELF

FLOOR DRAIN

NOSE BBS

ROOF LINE LEGEND

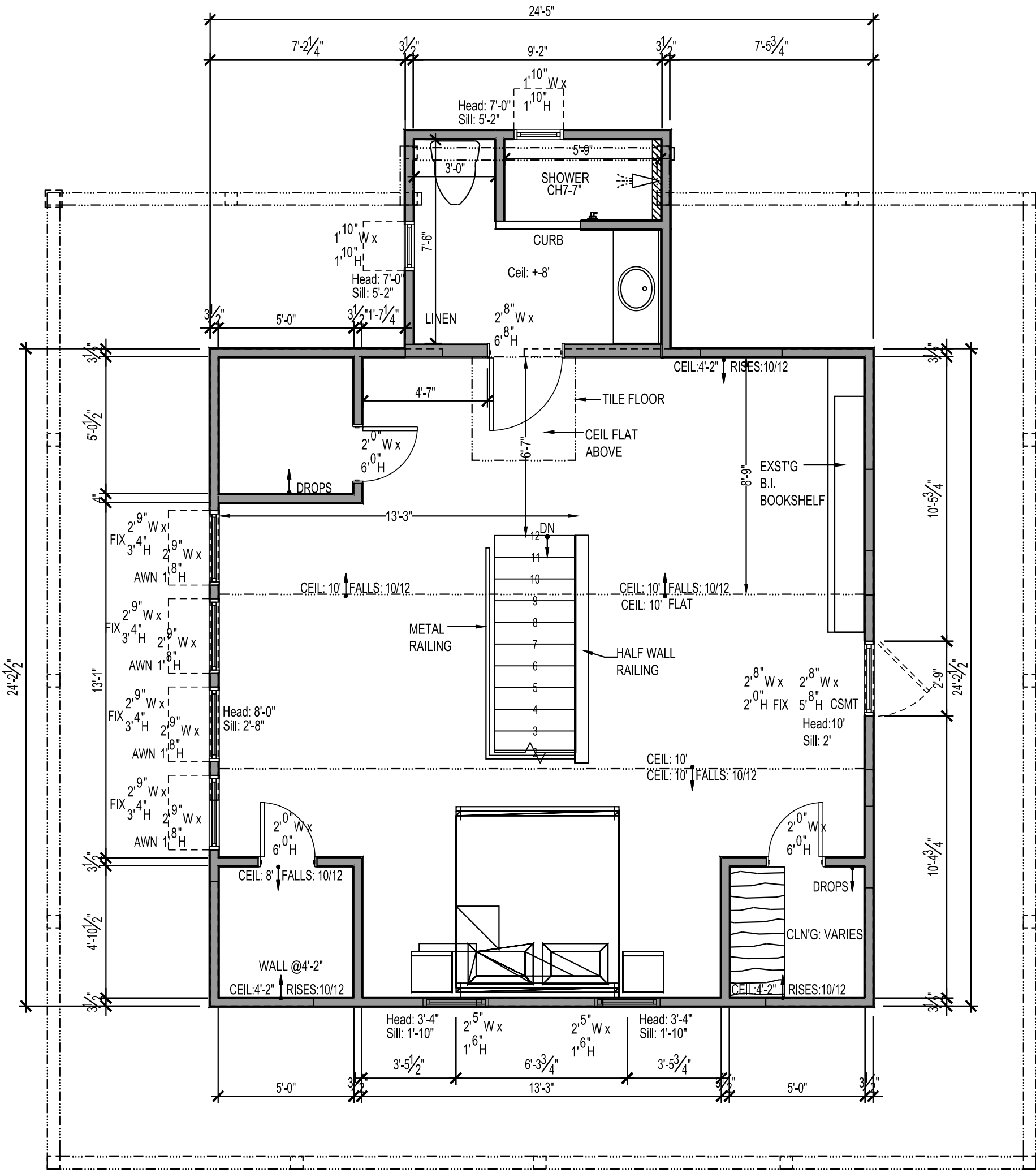
RIDGELINE

HIP & VALLEY

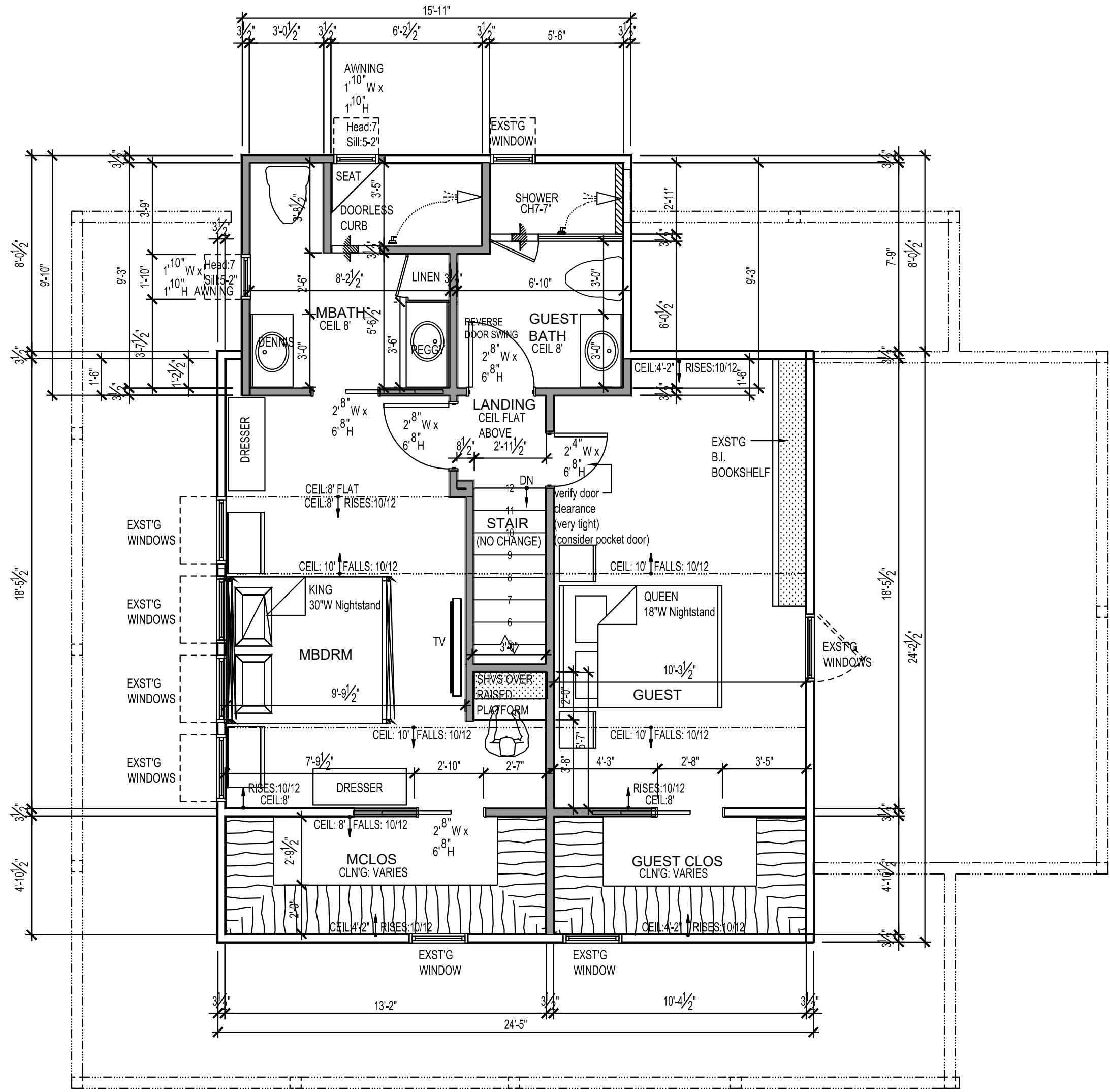
FASCIA-EAVE TERMINATION

RAKE - GABLE TERMINATION

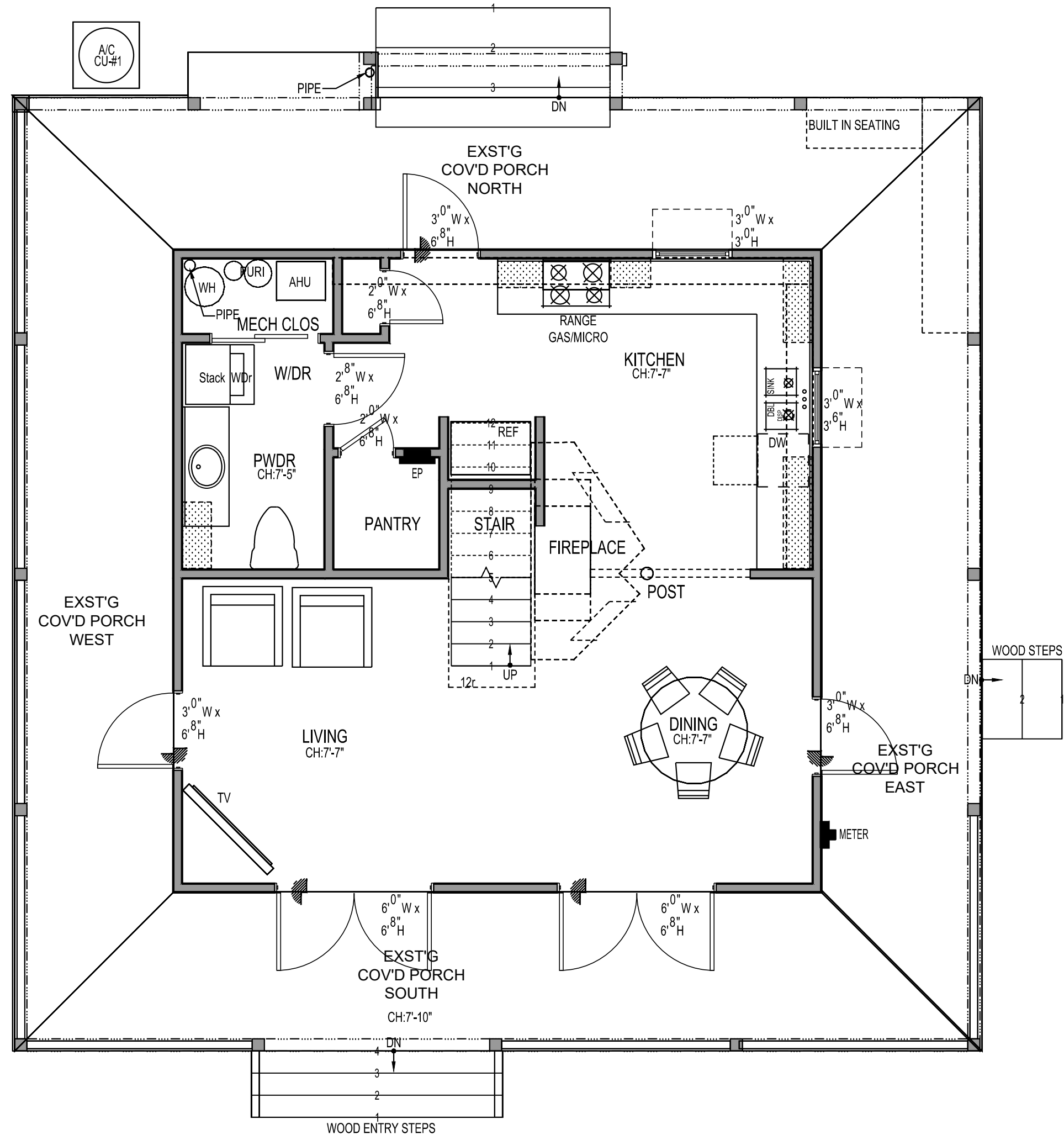
ROOF SLOPE TRANSITION



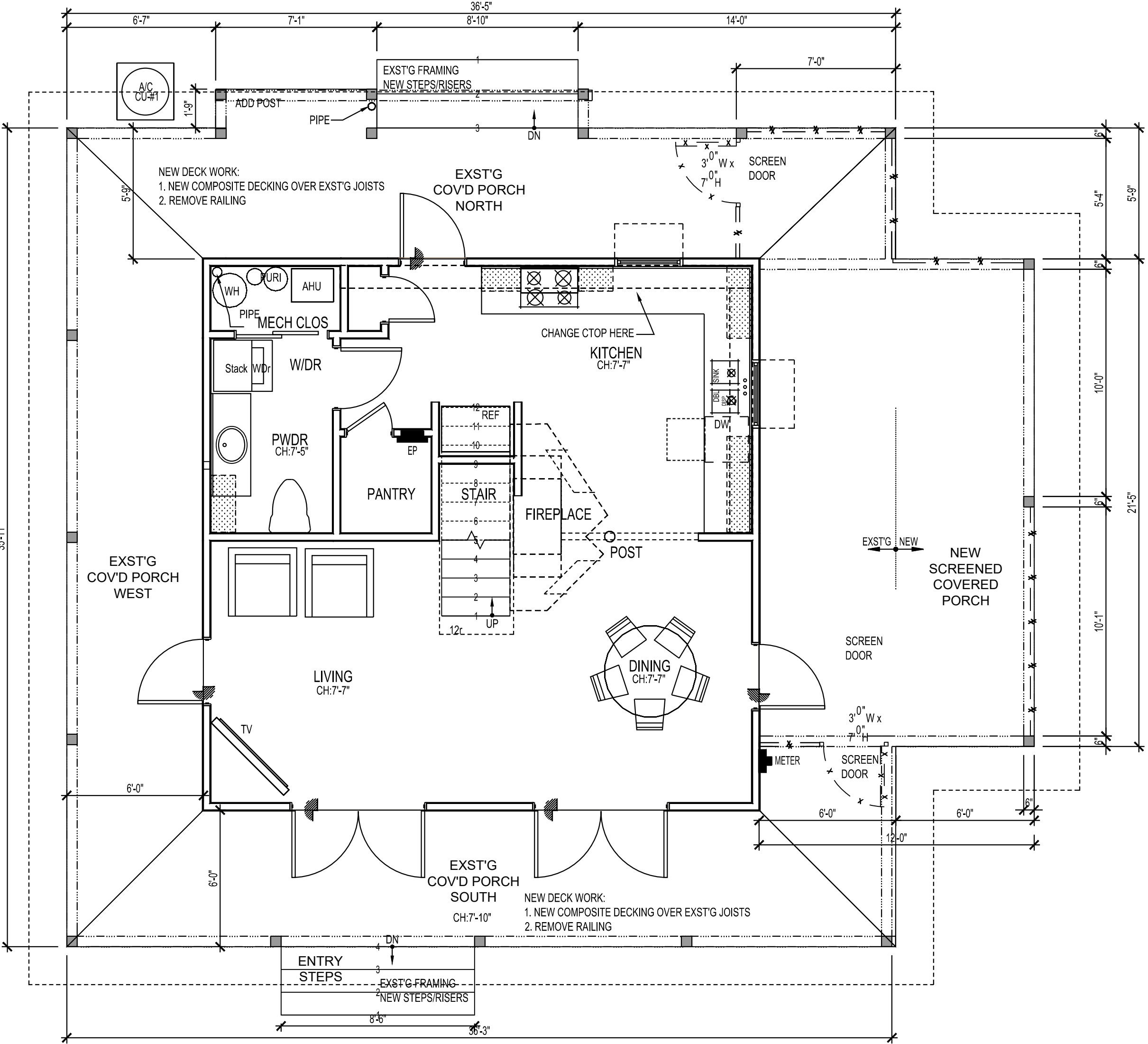
EXST'G
2nd FLOOR PLAN
1/4"=1'



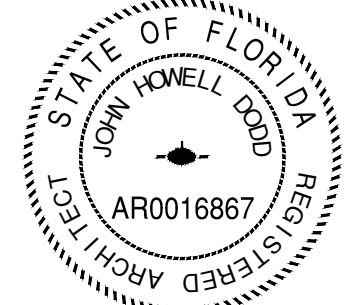
NEW
2nd FLOOR PLAN
1/4"=1'



EXST'G
1st FLOOR PLAN
1/4"=1'

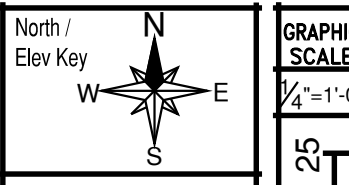


NEW
1st FLOOR PLAN
1/4"=1'



John H. Dodd
ARCHITECT, INC.
FL ARCHITECT
2775 RACHEL AVENUE
FERNANDINA BEACH, FL 32034
TEL: (904) 583-4044
johndoddarchitect@gmail.com

Issue Date of Progress Prints	
Issue Date	Issue Date
5-8-25	REVIEW

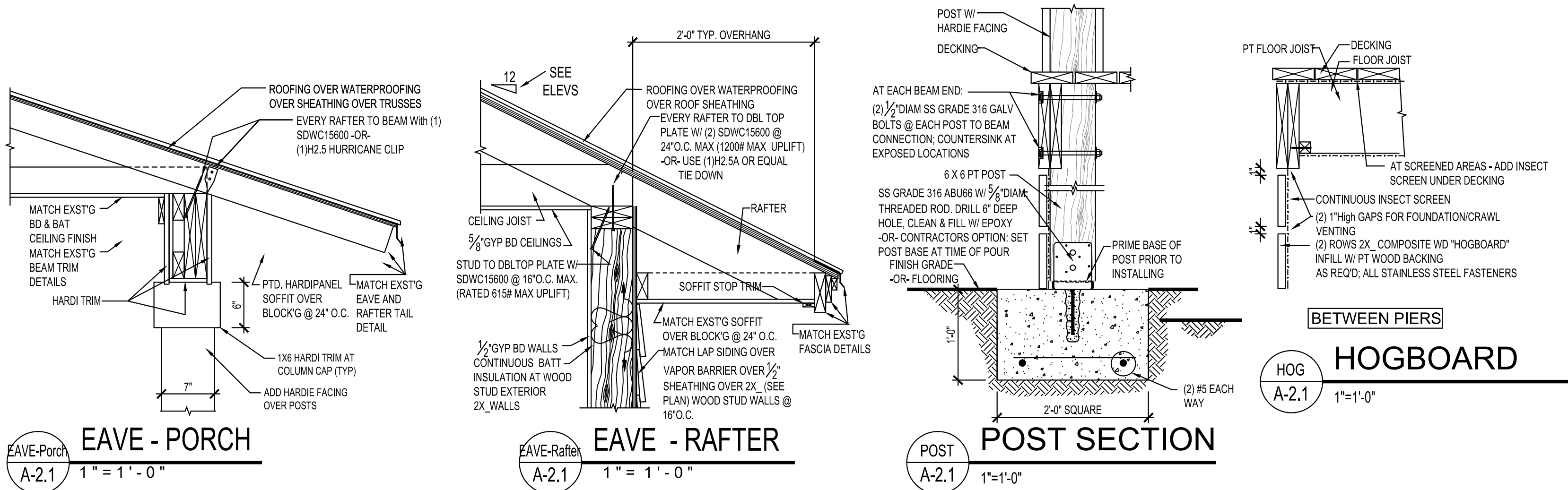


Remodel / Addition for: Dennis & Peggy Brown
913 White Street, Old Town

GRAPHIC SCALE
1/4"=1'-0"

0 1 2 3 4 5 6 7 8 9 10 12 15 20 25

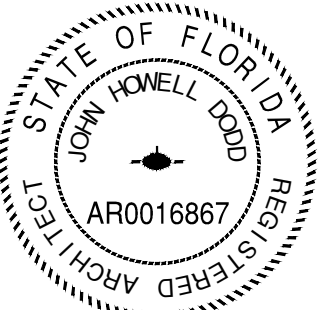
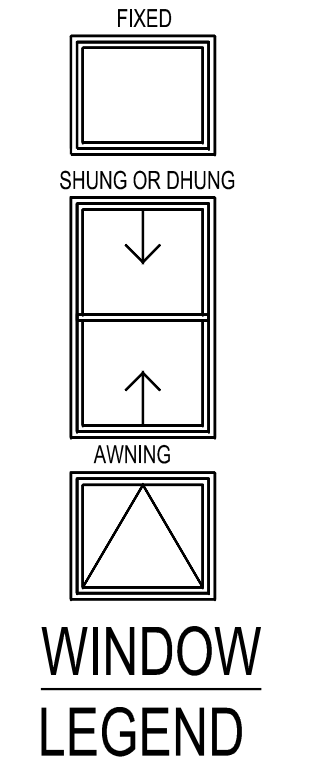
IMPORTANT NOTE: ALL EXTERIOR FASTENERS AND METALS USED AT EXTERIOR SHALL BE GRADE 316, STAINLESS STEEL, NO EXCEPTIONS. THIS INCLUDES BUT IS NOT LIMITED TO:
- SIDING & TRIMS FASTENERS, SOFFIT & FASCIA FASTENERS
- DECKBOARD FASTENERS & FRAMING FASTENERS, RAILING FASTENERS
- EXPOSED STRUCTURAL STRAPPING/CONNECTORS/CLIPS
- LIGHTING FIXTURES/FASTENERS (REPLACE ANY NON SS SCREWS AND OTHER PARTS POSSIBLE WITH STAINLESS FOR NO RUST STREAKING)
- GUTTERS, SCREWS AND STRIPS THAT ARE NOT PAINTED ALUMINUM



EXST'G WEST ELEVATION
1/4"=1'

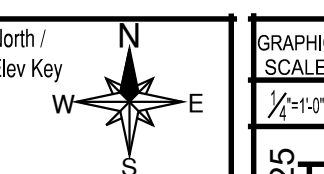


NEW WEST ELEVATION
1/4"=1'



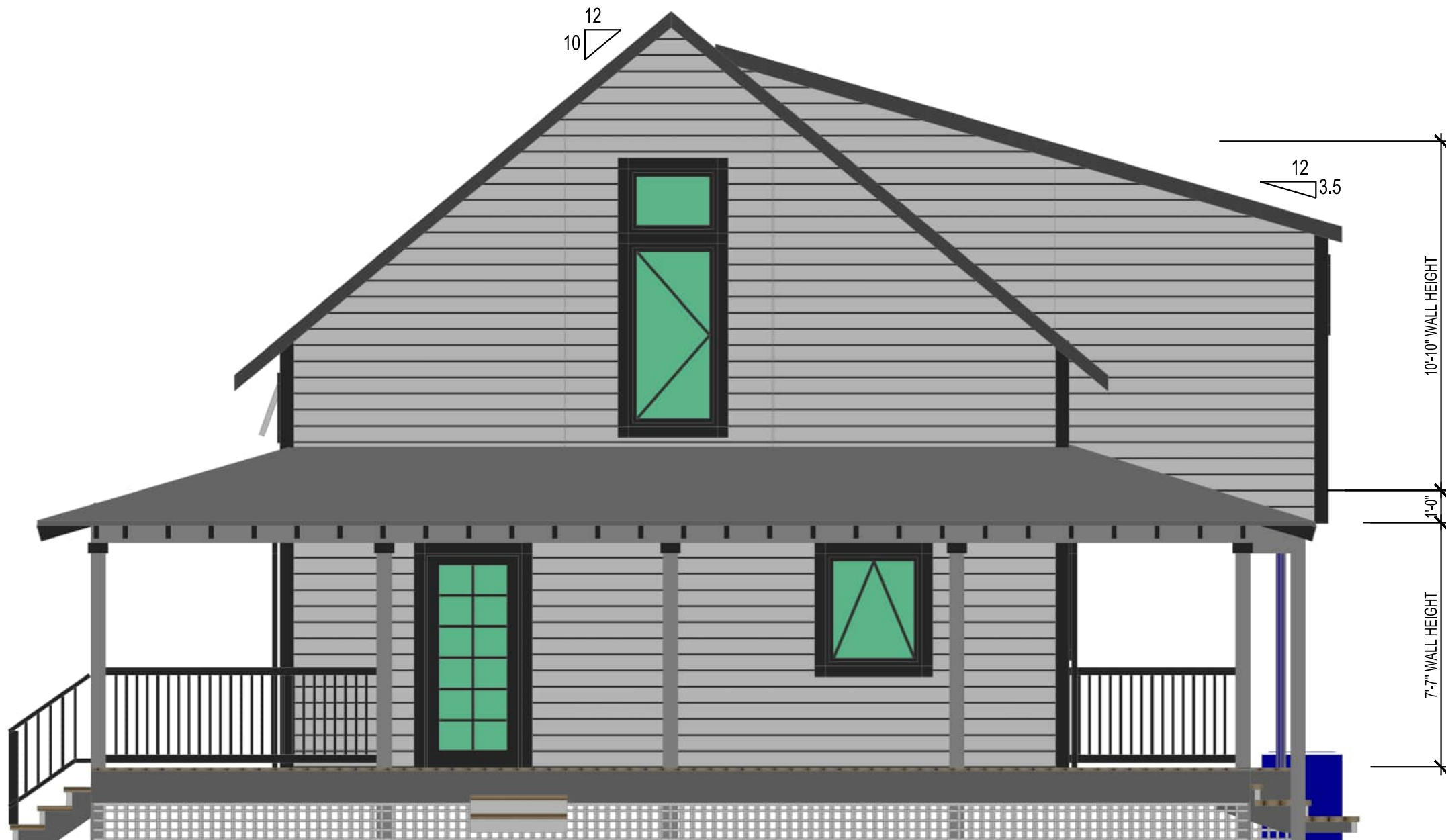
John H. Dodd
ARCHITECT, INC.
FL ARCH 016867
2775 RACHEAL AVENUE
FERNANDINA BEACH, FL 32034
TEL: (904) 383-4044
johndoddarchitect@gmail.com

Issue Date of Progress Prints	
Revised	Issued for
Date	
5-6-25	REVIEW



Remodel / Addition for: **Dennis & Peggy Brown**
913 White Street, Old Town

ELEVATIONS
Sheet
A-2.1



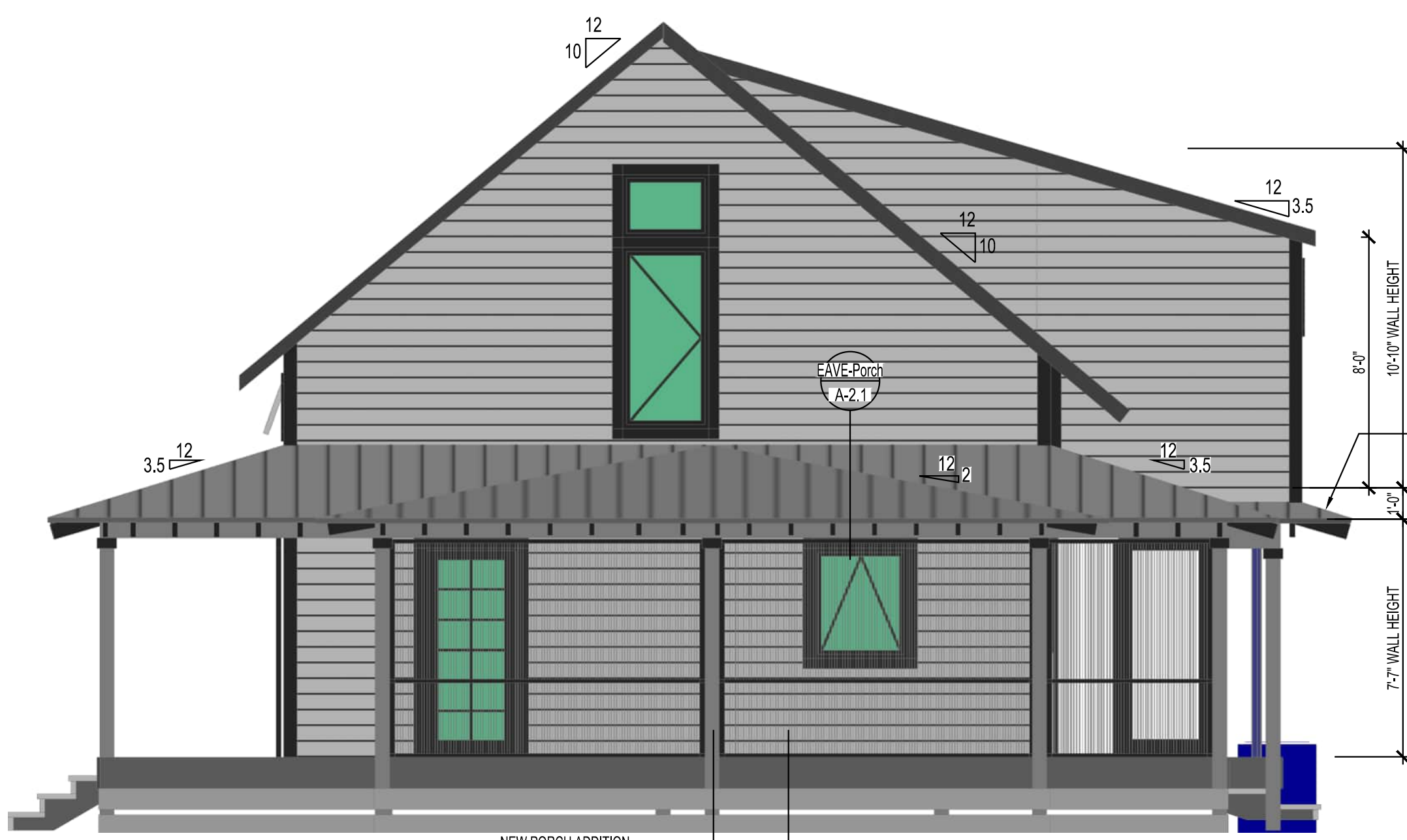
EXST'G EAST ELEVATION
1/4"=1'



EXST'G NORTH ELEVATION
1/4"=1'



EXST'G SOUTH ELEVATION
1/4"=1'



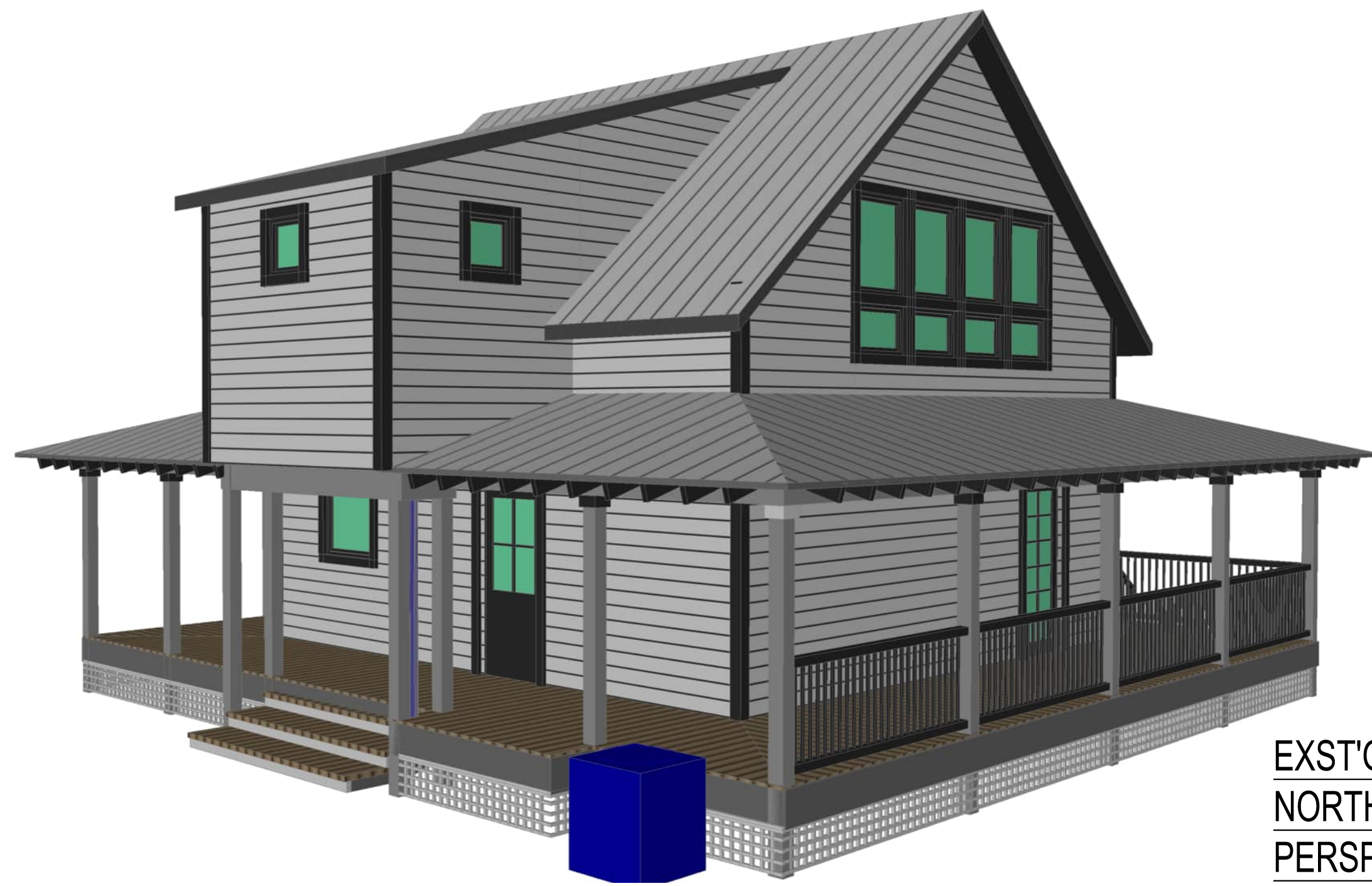
NEW EAST ELEVATION
1/4"=1'



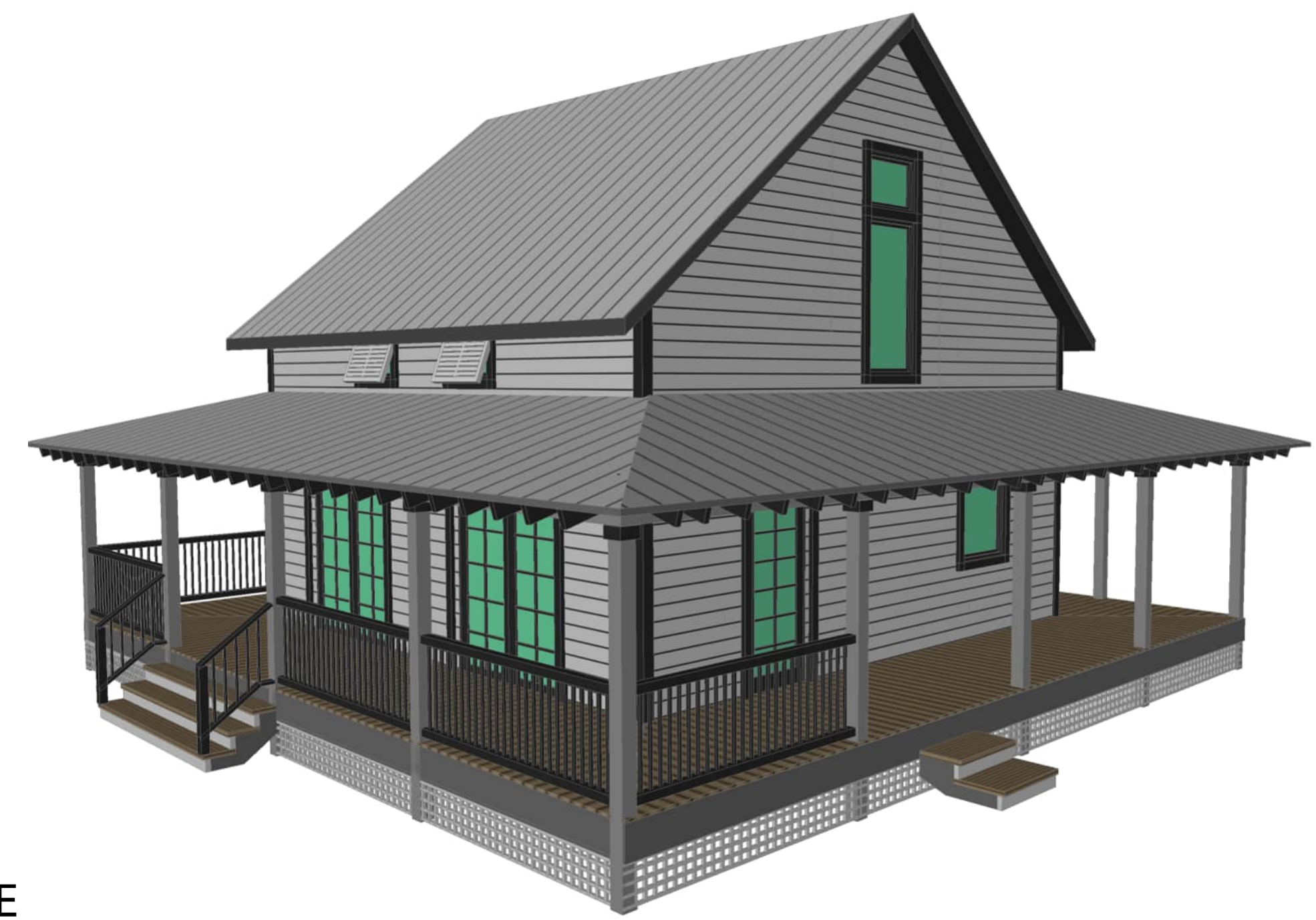
NEW NORTH ELEVATION
1/4"=1'



NEW SOUTH ELEVATION
1/4"=1'



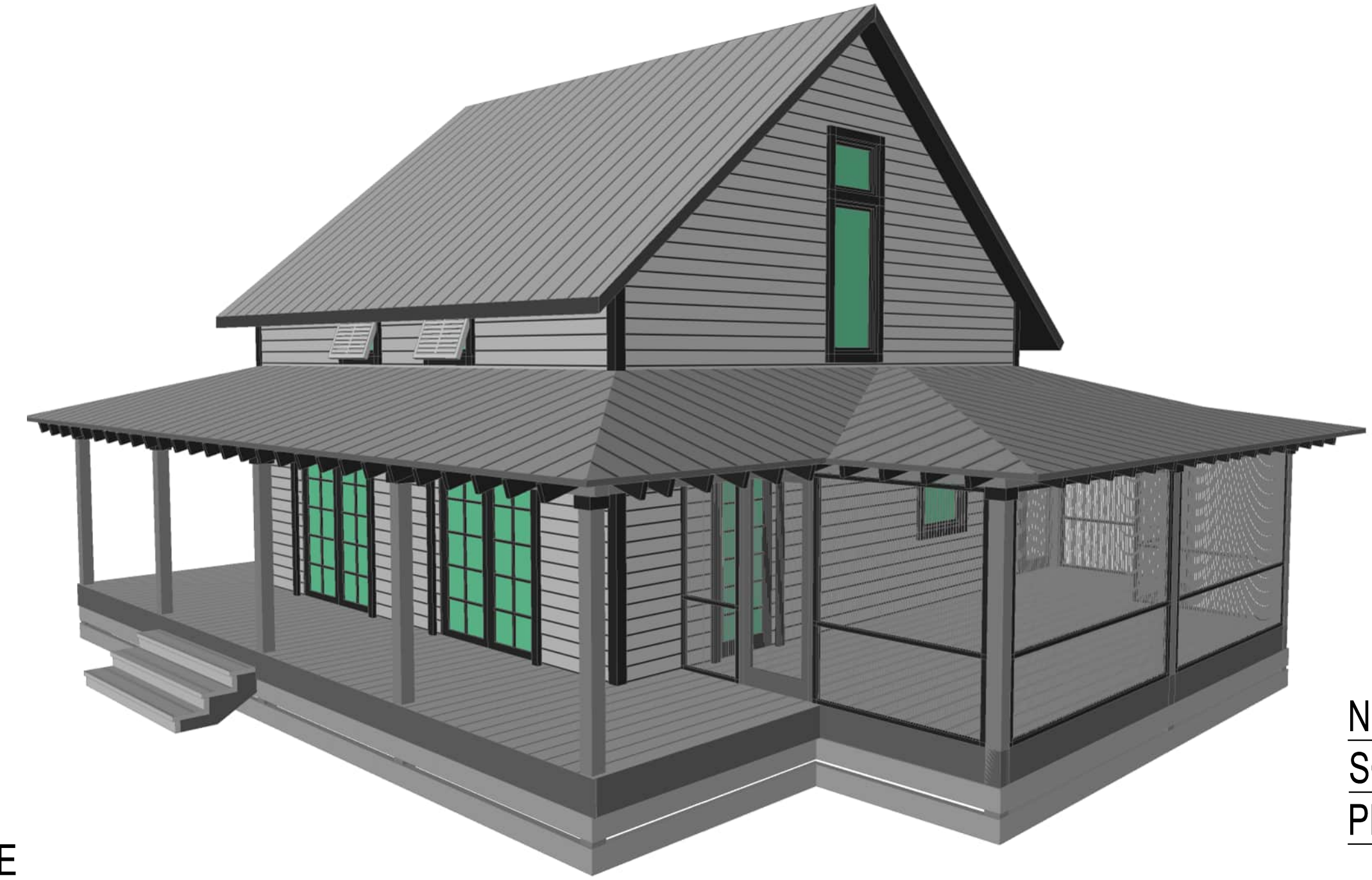
EXST'G
NORTHWEST
PERSPECTIVE



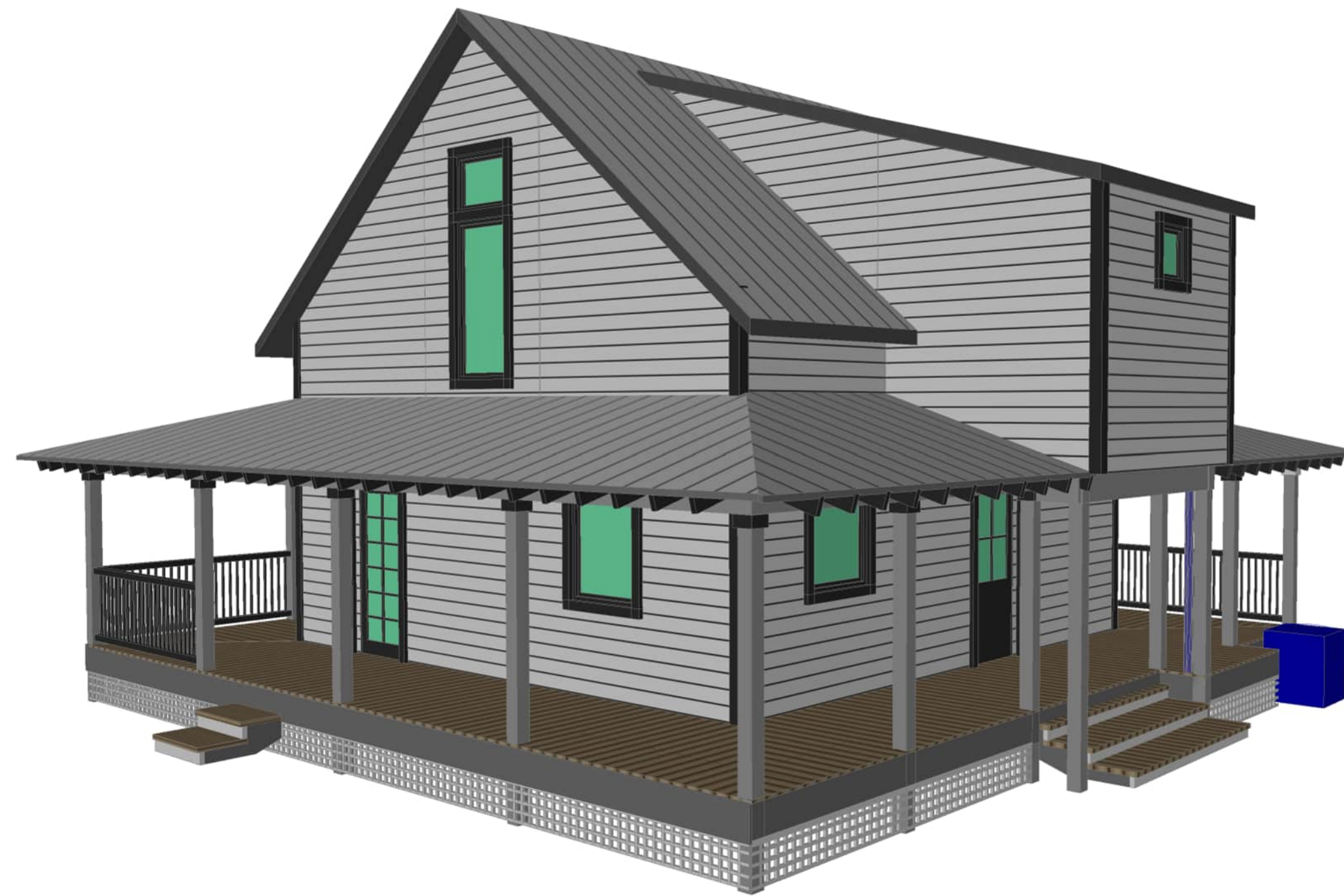
EXST'G
SOUTHEAST
PERSPECTIVE



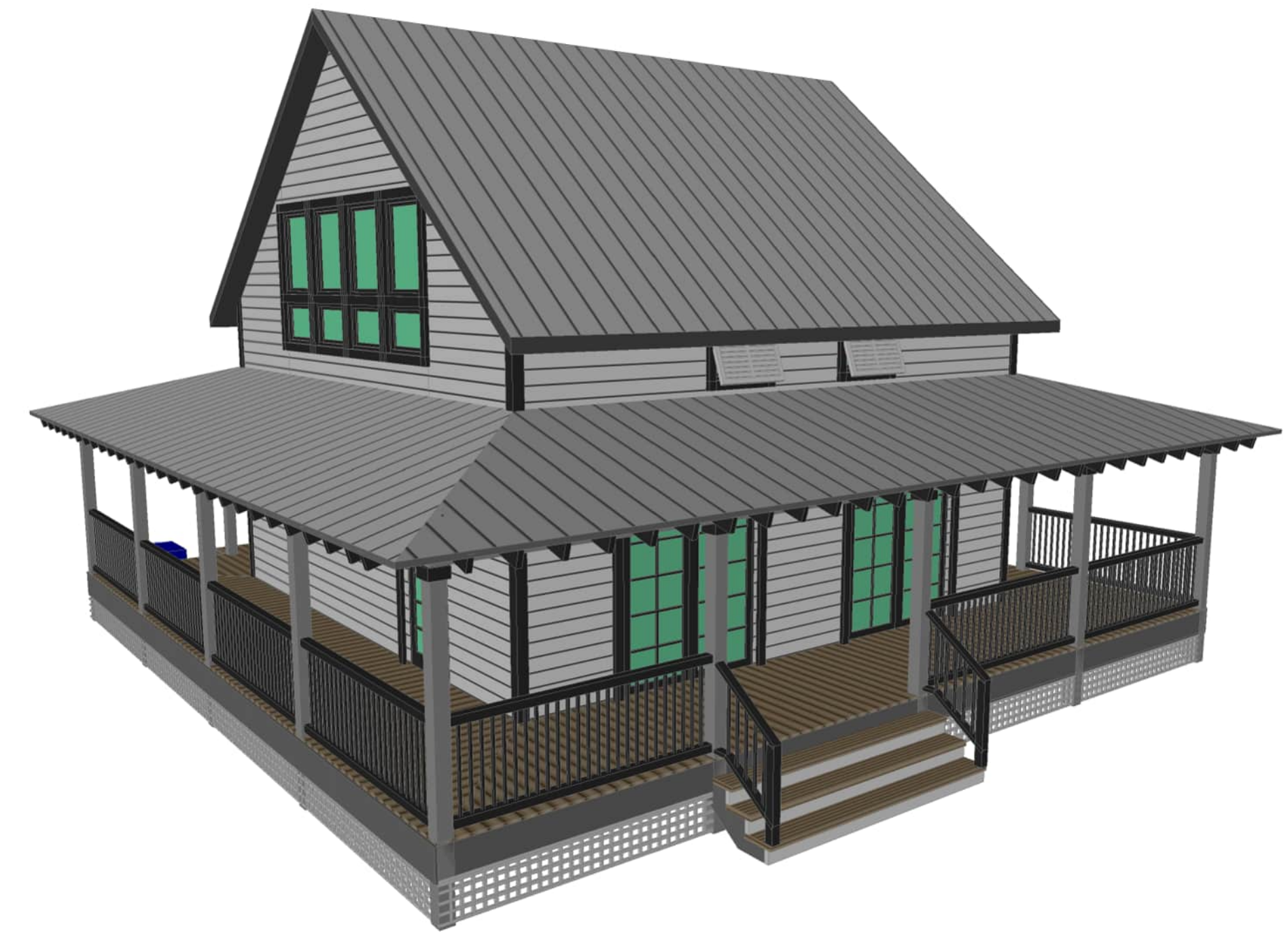
NEW
NORTHWEST
PERSPECTIVE



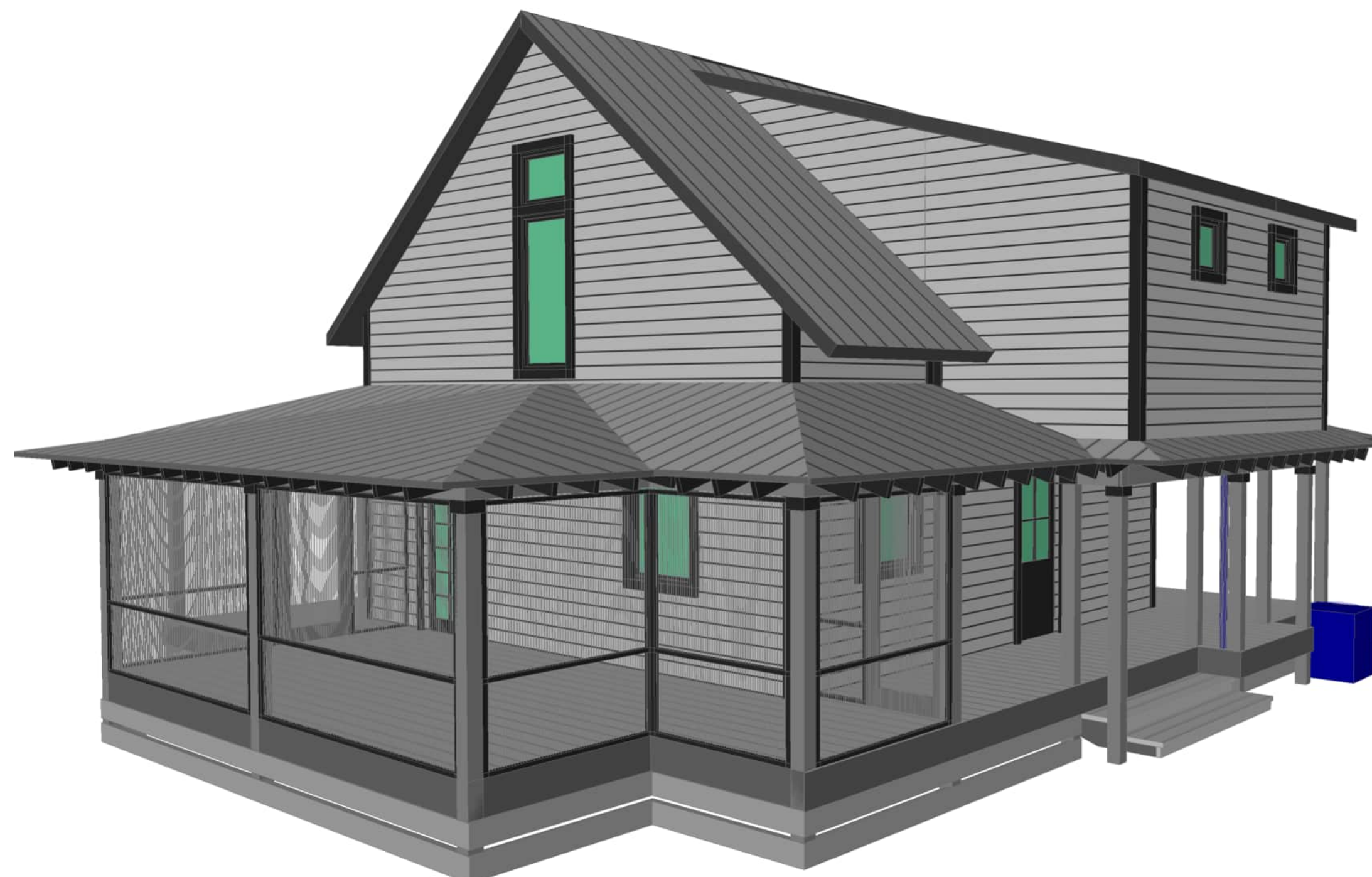
NEW
SOUTHEAST
PERSPECTIVE



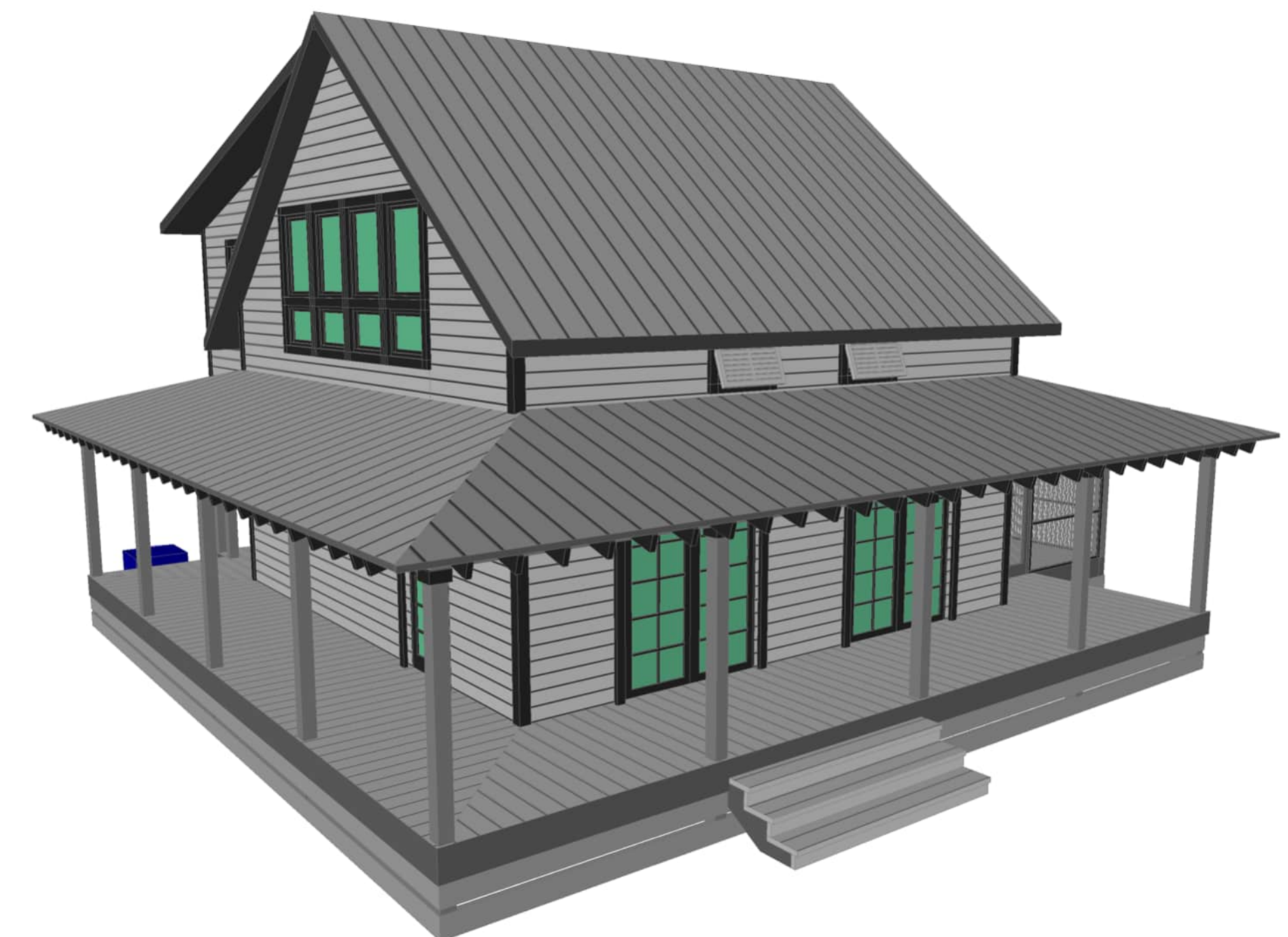
EXST'G
NORTHEAST
PERSPECTIVE



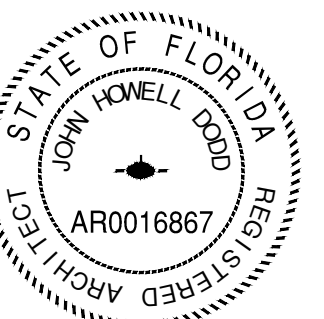
EXST'G
SOUTHWEST
PERSPECTIVE



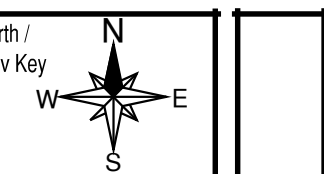
NEW
NORTHEAST
PERSPECTIVE



NEW
SOUTHWEST
PERSPECTIVE



John H. Dodd ARCHITECT, INC. FL AR0016867 2775 RACHEAL AVENUE FERNANDINA BEACH, FL 32034 TEL: (904) 383-4044 johndoddarchitect@gmail.com	
Issue Date of Progress Prints*	
Issued	Issued to:
Date	
5/6/25	REVIEW



Remodel / Addition for: Dennis & Peggy Brown
913 White Street, Old Town

PERSPECTIVES

Sheet
A-3.1

913 WHITE ST – PRE CONSTRUCTION PHOTOS

SOUTH (front of house)



SOUTHWEST VIEW



NORTHWEST VIEW



NORTHEAST VIEW



EAST VIEW



ADDRESS:
913 WHITE STREET
FERNANDINA BEACH, FLORIDA

- NOTES:
- THERE ARE NO VISIBLE ENCROACHMENTS ON THIS PROPERTY, UNLESS SHOWN.
 - THIS SURVEYOR HAS NOT BEEN PROVIDED A CURRENT TITLE OPINION OR ABSTRACT TO THE SUBJECT PROPERTY. IT IS POSSIBLE THERE ARE OTHER DEEDS, EASEMENTS, ETC., RECORDED OR UNRECORDED THAT MAY AFFECT THE BOUNDARIES SHOWN IN PARENTHESES. THE MEASUREMENTS ARE FLOOD INSURANCE MAP PANEL No. 12109C0214J.
 - THIS PROPERTY LIES IN FLOOD ZONE X, AS PER DATED 12/7/2018.
 - IT IS POSSIBLE THERE ARE OTHER DRAINAGE STUDIES DONE SINCE THE PUBLISHED DATE OF THE FLOOD INSURANCE RATE MAP PANEL, THAT MAY AFFECT FLOOD ZONE DESIGNATION, THAT THIS SURVEYOR HAS NOT BEEN PROVIDED.
 - ADJOINERS, UNLESS NOTED WERE NOT FURNISHED TO THIS SURVEYOR
 - UNDERGROUND IMPROVEMENTS OR ENCROACHMENTS WERE NOT LOCATED

VARA BEING 0.8359 METERS (OR APPROXIMATELY 33 INCHES). THE PLAT MADE THE DIMENSION OF EACH MEDIA-PEONIA 17 VARAS BY 17 VARAS. THE STREETS (INCLUDING THE RIGHT-OF-WAY ON BOTH SIDES) ARE ALSO 17 VARAS WIDE, AND 17 VARAS IS 46.75 FEET.



SYMBOLS & ABBREVIATIONS

- | | |
|---|-----------------------------------|
| Δ - CENTRAL ANGLE | IF - IRON FENCE |
| AC - ACRES ± | L - ARC LENGTH |
| CLF - CHAIN LINK FENCE | P.O.C. - POINT OF COMMENCEMENT |
| O.R. - OFFICIAL RECORD BOOK | P.O.B. - POINT OF BEGINNING |
| D.B. - DEED BOOK PG. - PAGE | R - RADIUS OR RANGE |
| EOP - EDGE OF PAVEMENT | R/W - RIGHT OF WAY |
| FCM - FOUND CONCRETE MONUMENT | SEC. - SECTION |
| FIR - FOUND IRON ROD | SIR - SET 5/8" IRON ROD/CAP #6590 |
| (5/8" UNLESS NOTED.) | SNC - SET NAIL AND CAP #6590 |
| FIRC - FOUND IRON ROD AND CAP | UNREC. - UNRECORDED |
| F.I.R.M. - FLOOD INSURANCE RATE MAP LB. - LICENSED BUSINESS | |
| FIP - FOUND IRON PIPE | T - TOWNSHIP OR TANGENT |
| FIP - FOUND PINCHED IRON PIPE | VF - VINYL FENCE |
| FNC - FOUND NAIL AND CAP | WBF - WOOD BOARD FENCE |
| JEA - JACKSONVILLE ELECTRIC AUTHORITY | |

I HEREBY CERTIFY THAT THIS SURVEY WAS PERFORMED UNDER MY RESPONSIBLE DIRECTION AND SUPERVISION AND THE PLAT AND DESCRIPTION ARE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THE SURVEY MEETS OR EXCEEDS THE STANDARDS FOR PRACTICE FOR LAND SURVEYING AS ESTABLISHED BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS (F.A.S. 650-110051/.052).

ALAN D. PLATT, P.L.S.
PROFESSIONAL LAND SURVEYOR
FLORIDA LICENSED No. 4664

Alan D. Platt

UNLESS IT BEARS THE SIGNATURE AND THE ORIGINAL SEAL OF THE SURVEYOR AND MAPPER THIS MAP IS FOR INFORMATIONAL PURPOSES ONLY AND IS NOT VALID.

SHEET 1 OF 1

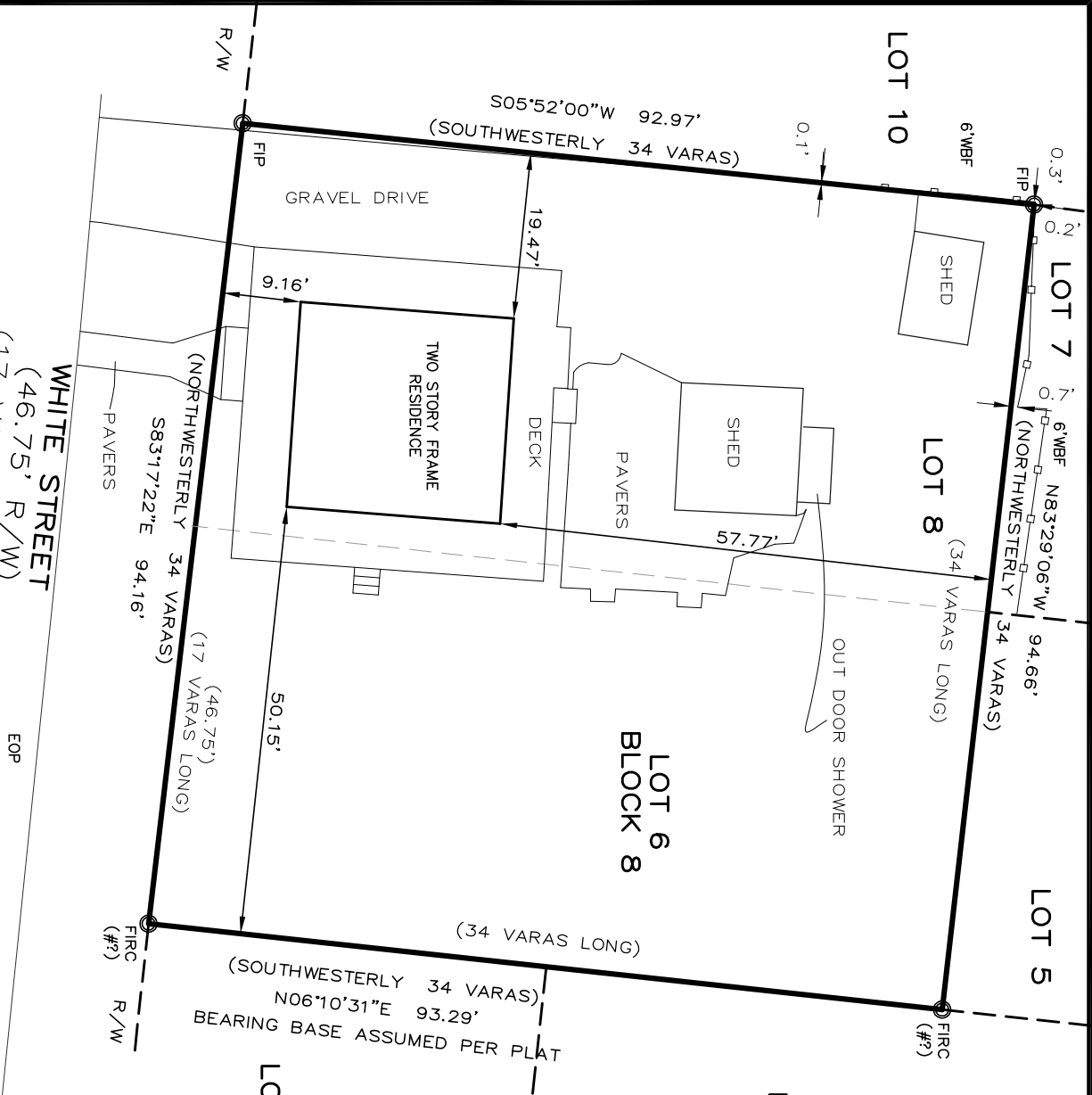
BOUNDARY SURVEY OF:

LOT 6 & 8, BLOCK 8
OLD TOWN
PLAT MAP OF OLD TOWN FLORIDA
NASSAU COUNTY FLORIDA

A.D. Platt
& ASSOCIATES, INC. • LAND SURVEYORS
3712 CARRINGTON PLACE, TALLAHASSEE, FL. 32303
PHONE: (850) 385-1036 (904) 580-6185
LICENSED BUSINESS No. 6590

CERTIFIED TO:
MARGARET BROWN AND DENNIS BROWN
WOOD AND SMITH

DRAWING:
23940-BS
PROJECT:
23940



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

WHITE STREET
(46.75' R/W)
(17 VARAS WIDE)
EOP



**OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION**

I /WE Dennis W and Margaret A Brown
(print name of property owner(s))

hereby authorize: Stephanie Spatola, Spatola Contracting Group
(print name of agent)

to represent me/us in processing an application for: home Renovation
(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]
(Signature of owner)

Dennis W. Brown
(Print name of owner)

[Signature]
(Signature of owner)

Margaret A. Brown
(Print name of owner)

STATE OF Colorado

COUNTY OF Douglas

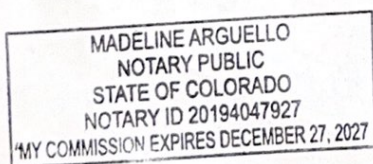
Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 19th day
of September, 2024, by Dennis W. Brown & Margaret A. Brown

Madeline Arguello
Notary Public

Madeline Arguello
Printed Name

12/27/27
My Commission Expires

Personally Known _____ OR Produced Identification X ID Produced: FL DL



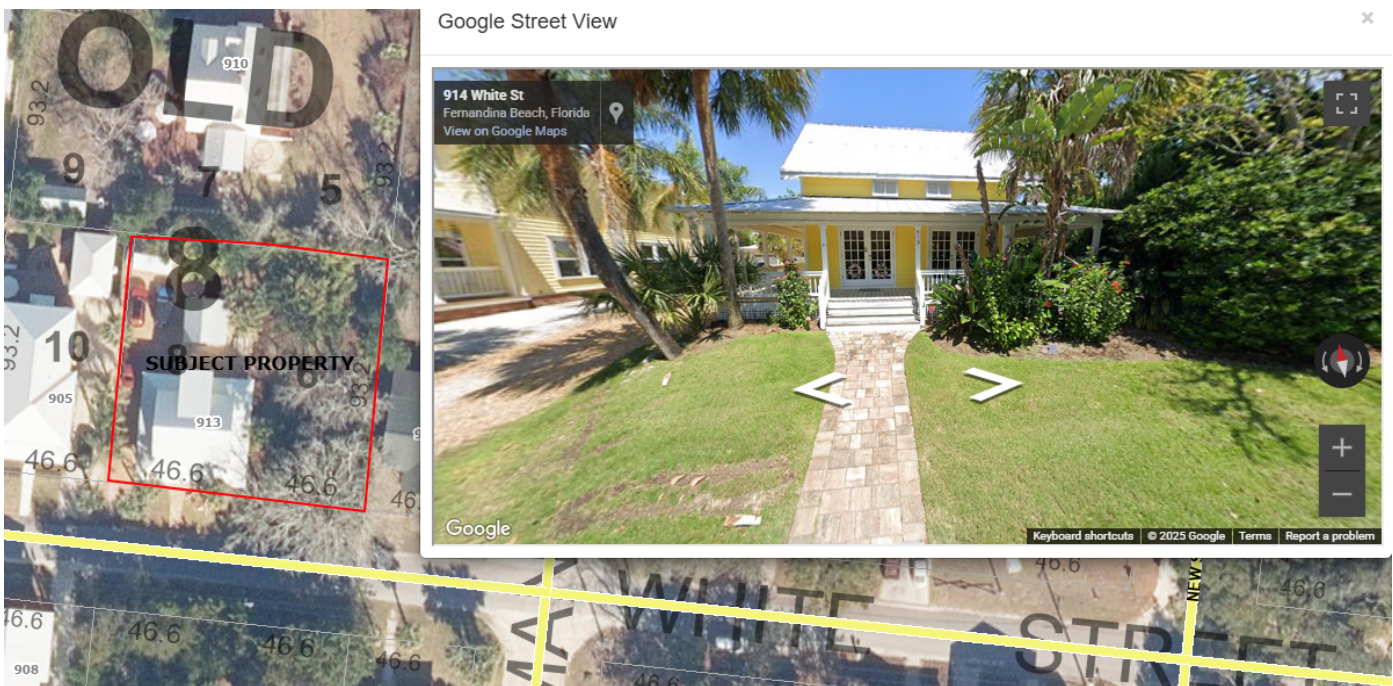
RETURN WITH PAYMENT



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2025-0004
March 20, 2025

Owner/Applicant:	Stephanie Spatola, agent for Dennis Brown
Property Address:	913 White St - Block 8, lots 6 and 8
Parcel ID #:	00-00-31-1580-0008-0080
Current zoning:	OT-1
FLUM land use category:	High Density Residential
Existing uses on the site:	Single Family Home
FL Master Site File #	N/A
Year Built:	1920
Contributing Status:	N/A
Requested action:	CONCEPTUAL Approval to 1) renovate the existing second floor into 2 bedrooms and add a bathroom AND 2) increase the side porch area and screen it in. <i>(Quasi-judicial)</i>

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



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is seeking CONCEPTUAL approval to renovate the existing second floor into 2 bedrooms and add an additional bathroom. The new bathroom would have an area of 58 sq ft and would require building on to an existing dormer. They are also requesting approval to add an additional 133 sq ft onto their side porch and screen in the added square footage. The overall footprint of the main structure will remain the same and all external finishes will tie in with the existing ones.

Existing Elevations:



Proposed Elevations:



APPLICABLE GUIDELINES:

CITY OF FERNANDINA BEACH COMPREHENSIVE PLAN AND LAND DEVELOPMENT CODE OLD TOWN

FERNANDINA PRESERVATION AND DEVELOPMENT GUIDELINES

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

- A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**

Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
- The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.**

Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
- Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.**

Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
- Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.**

Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
- Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.**

Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
- Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.**

Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
- Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest**

means possible.

Findings: Complies ☒ Does not Comply ☐ N/A ☐

8. **Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.**

Findings: Complies ☒ Does not Comply ☐ N/A ☐

9. **New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.**

Findings: Complies ☒ Does not Comply ☐ N/A ☐

10. **New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**

Findings: Complies ☒ Does not Comply ☐ N/A ☐

ANALYSIS:

PROPOSED MATERIALS		
	Type/Material/Brand	Color
Exterior Fabric	Hardie Lap Siding	Yellow
Doors	N/A	N/A
Windows	Andersen, 400 series awning 15727.1 R7	White
Roofing	Gulf Coast, metal	Light grey
Fascia/Trim	Hardie plank	White
Foundation	N/A	N/A
Shutters	N/A	N/A
Porch/Deck	TREX, Transcend Lineage	Jasper
Fencing	N/A	N/A
Driveways/ Sidewalks	N/A	N/A
Signage	N/A	N/A
Lattice	N/A	N/A

Site Plan –

- **Housing Type** – Single-family detached homes are a permissible housing type in OT-1 Zoning District.
- **Visibility Triangle** – All proposed construction occurs beyond the required visibility triangle.
- **Lot Density** – Meets the requirement to remain under the 45% lot coverage maximum.
- **Mechanical** – Per LDC 4.02.03(A)7, “Mechanical equipment may be located within the side or rear yard setback, but not closer than five (5) feet to side or rear yard lot lines.” There are no changes to the location of mechanical equipment.
- **Visibility Corridors** – The existing home has a non-conditioned porch which extends into the adjoining lot 6 by approximately 2 feet. The proposed new covered porch continues to be non conditioned and would be a permissible improvement into mid-lot visibility corridor. Examples of this type of allowable

improvement are provided in the 2021 Old Town Design Guidelines in Figures 18 and 19 as pictured below.

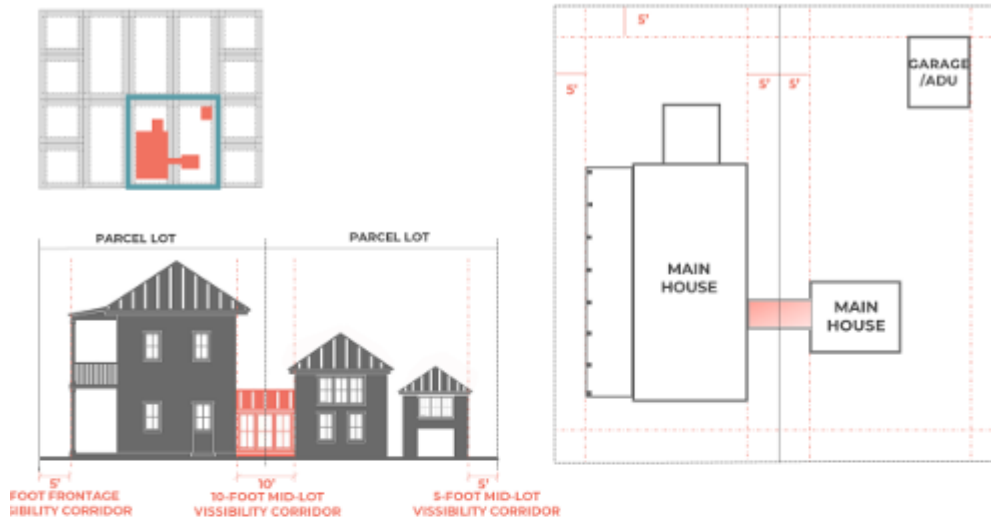


Figure 18: Sideyard Visibility Corridor – Enclosed Breezeway option.

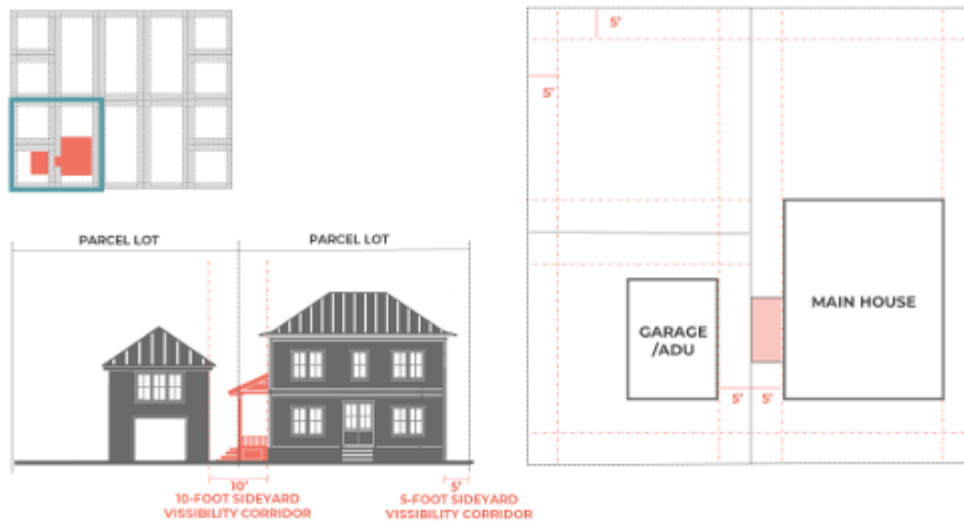


Figure 19: Sideyard Visibility Corridor – Porch / Double Story Porch option.

- **Encroachments** – No encroachments are proposed as part of this application.
- **Parking** – Driveway to be accessed from White Street. The driveway material is not changing and is indicated as gravel.
- **Orientation** – All primary structures are required to front the street. The proposed primary structure is sited to front White Street, which is appropriate.

Elevations –

- **Scale** – The building addition is appropriately scaled and in proportion with existing development in Old Town.
- **Height** – Building height shall be measured from the approved finished grade to the highest point on the structure, per LDC 4.02.03(C). Height of the structure is approximately 24” and is unchanged by the proposed addition.
- **Materials** – The project features materials that replicate traditional materials that will match the existing materials used on the structure. The porch will be constructed of TREX Lineage.
- **Foundation** – The project will be confined on the existing foundation.
- **Windows** – The proposed windows are Andersen 400 series awning 15727.1 R7. These windows are on the list of approved windows.
- **Doors** – There are no new doors to be installed.
- **Accessory structure** – This proposal does not concern accessory structures.

STAFF RECOMMENDATION:

Staff finds that the requested action is substantially consistent with the Land Development Code, the Secretary of the Interior’s Standards, and the Old Town Preservation and Development Guidelines to warrant **CONCEPTUAL** Approval, currently.

Staff recommendation:

CONCEPTUAL APPROVAL of HDC 2025-0004

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2025-0004 **with or without** conditions;

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

That HDC case 2025-0004, as presented, **is or is not** substantially compliant with the Land Development Code, the Secretary of the Interior’s Standards, and the Old Town Preservation and Development Guidelines to warrant approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2025-0004 Application Materials

EXHIBIT 2 Staff Report



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2024-0007 *2nd Amendment
AUGUST 28, 2025

Owner/Applicant:	MIRANDA ARCHITECTS, AGENT FOR RUTH MAESTRE
Property Address:	11 S. 7 th Street
Parcel ID #	00-00-31-1800-0037-0070
Current zoning:	C-3
FLUM land use category:	Central Business District
Existing uses on the site:	Single-Family Residence
FL Master Site File #	8NA00439
Year Built:	1872 (FMSF)
Contributing Status:	Contributing
Requested action:	Certificate of Approval (COA) HDC 2024-0007 - MIRANDA ARCHITECT, AGENT FOR RUTH MAESTRE, 11 S. 7TH STREET 2 nd AMENDMENT to a previously issued Certificate of Approval (COA) to construct a chimney and flanking windows in the rear of the primary structure. <i>(Quasi-Judicial)</i>

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

11 South 7th Street



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

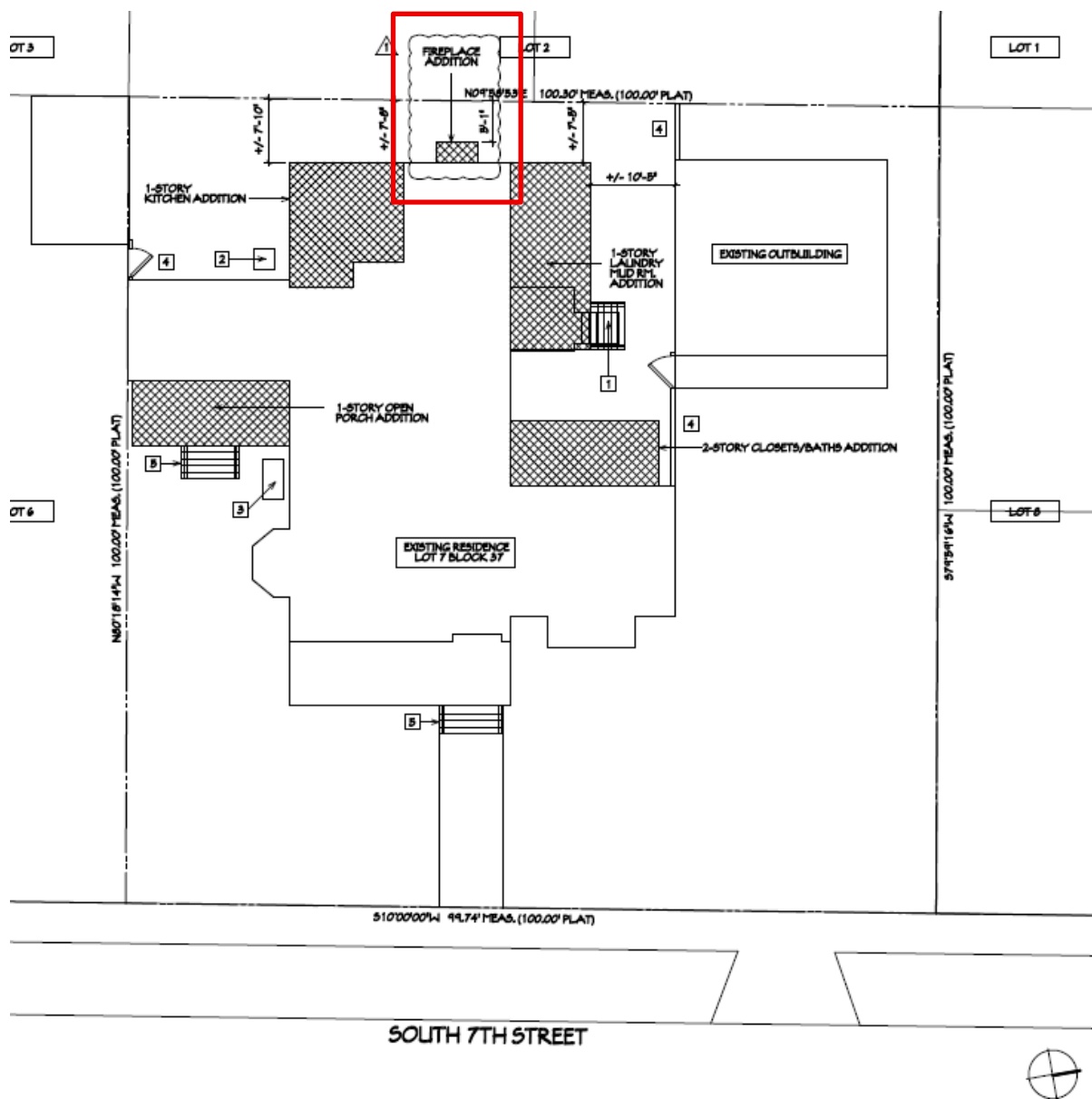
"This two-story, Greek Revival style residence was designed by John Hedges and built in 1872 for William N. Thompson, a Florida State Senator and railroad man. It is one of three homes built adjacent to each other for members of the Thompson family." - FMSF 8NA00439

This case represents the second amendment to the previously issued COA and includes the addition of a chimney and flanking windows to the rear of the property.

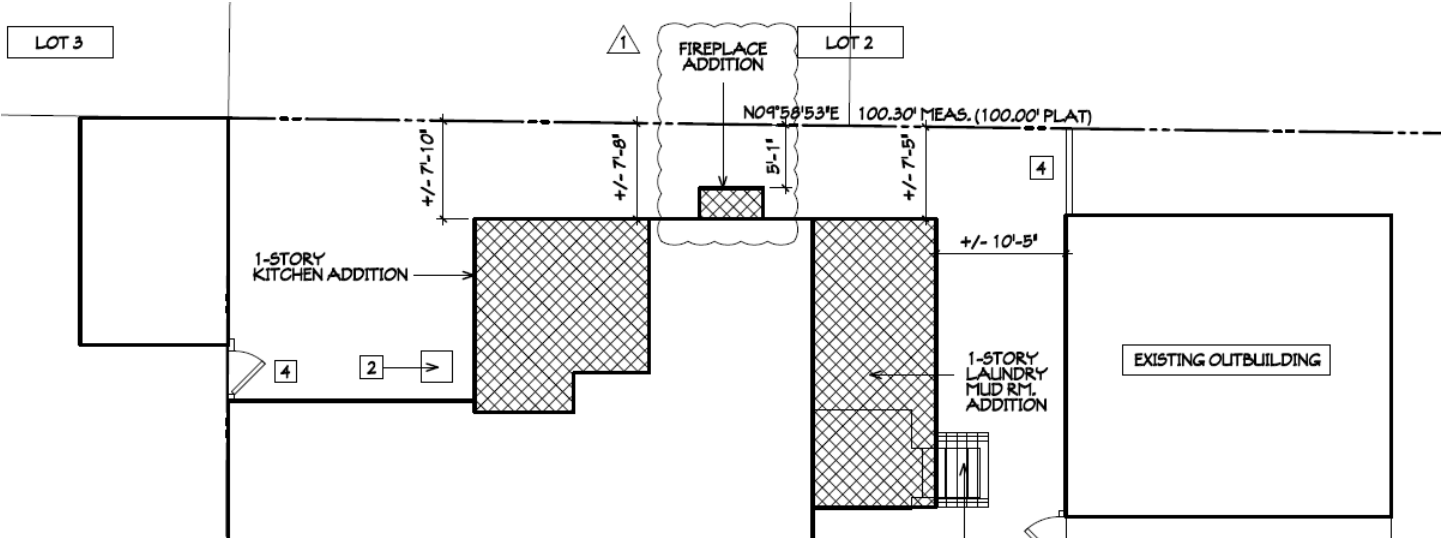
Recapping the December HDC meeting, the first amendment to the COA to construct an addition and renovation was approved. That approval included:

- add a 230 sqft rear addition to the north side with wood steps and railing, crawlspace vent panels, PAC CLAD metal roof, Marvin windows and Thermatru fiberglass door,
- brick steps to the south side,
- new wood fence and gate.

Site Plan:



Larger scale image of fireplace addition placement:



South Elevation:

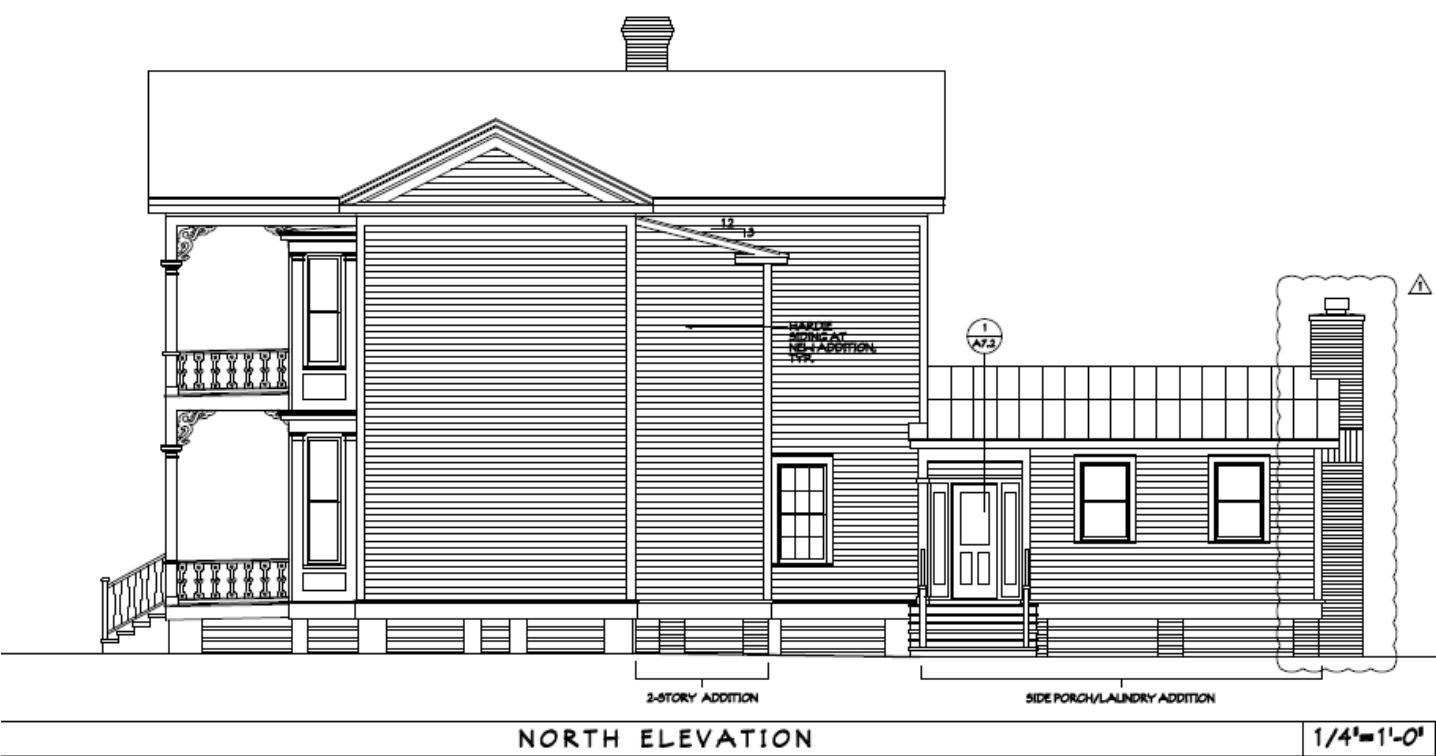


East (Front) Elevation is unchanged by this addition.

West Elevation:



North Elevation:



APPLICABLE GUIDELINES:

CITY OF FERNANDINA BEACH LAND DEVELOPMENT CODE
DOWNTOWN HISTORIC DISTRICT GUIDELINES

PROPOSED MATERIALS		
	Type/Material/Brand	Color
Exterior Fabric	Thick Brick Veneer	N/A
Windows	Double Hung 1'10" x 4' Marvin	Matching other new windows
Flue System	Isokern Firelight Firebox, Metal	N/A, interior

Site Plan –

- **Lot Density** – The property is located within the Central Business District; therefore, lot coverage can be up to 100%.
- **Mechanical** – There are no proposed changes to the mechanical equipment.
- **Setbacks** – There are no side or rear yard setback in the C-3 zoning district.
- **Orientation** – All primary structures are required to front the street; this project would not alter that.

Elevations –

- **Scale** – The proposed addition of the chimney compliments the rest of the structure in height and placement.
- **Height** – The proposed addition is below the tallest point on the structure.
- **Materials** – The project features exterior brick veneer and double hung Marvin Signature windows, appropriate for the Downtown Historic District.
- **Foundation** – The foundation is unchanged by this project, brick piers with cattle guard in between.
- **Windows** – The proposed addition features two windows on either side of the chimney. The selected windows are on the approved list.
- **Doors** – There is no change in door or door placement as a result of this addition.

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

1. **A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**

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

ANALYSIS:

Staff finds that the proposed rehabilitation and addition plans with the amendments for this structure are compatible with the Secretary of Interior Standards, the Downtown Historic District and meet the LDC requirements including, height, scale, massing, setbacks, and materials.

STAFF RECOMMENDATION:

Staff recommends: Approval of 2nd Amendment to HDC 2024-0007

MOTION TO CONSIDER:

I move to approve or deny HDC case number 2024-0007 with or without conditions;

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

That HDC case 2024-0007, as presented, is or is not substantially compliant with the Comprehensive Plan, Land

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

LIST OF EXHIBITS:

- | | |
|------------------|--|
| EXHIBIT 1 | HDC2024-0007 Combined Application Materials |
| EXHIBIT 2 | December 2024 HDC2024-0007 Amendment Staff Report |
| EXHIBIT 3 | May 2024 HDC2024-0007 Staff Report |
| EXHIBIT 4 | May 2024 HDC COA |
| EXHIBIT 5 | FL Master Site File 8NA00439 |

This document has been electronically signed and sealed by Jose L. Miranda, Jr., P.A. on the Date and/or Time Stamp shown using a digital signature. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

A2 MAESTRE LORE RENOVATION PLAN	JOB NO. -- M200901
DRAWN BY -- JLM	CHKD BY -- JLM
DATE -- 06-19-25	

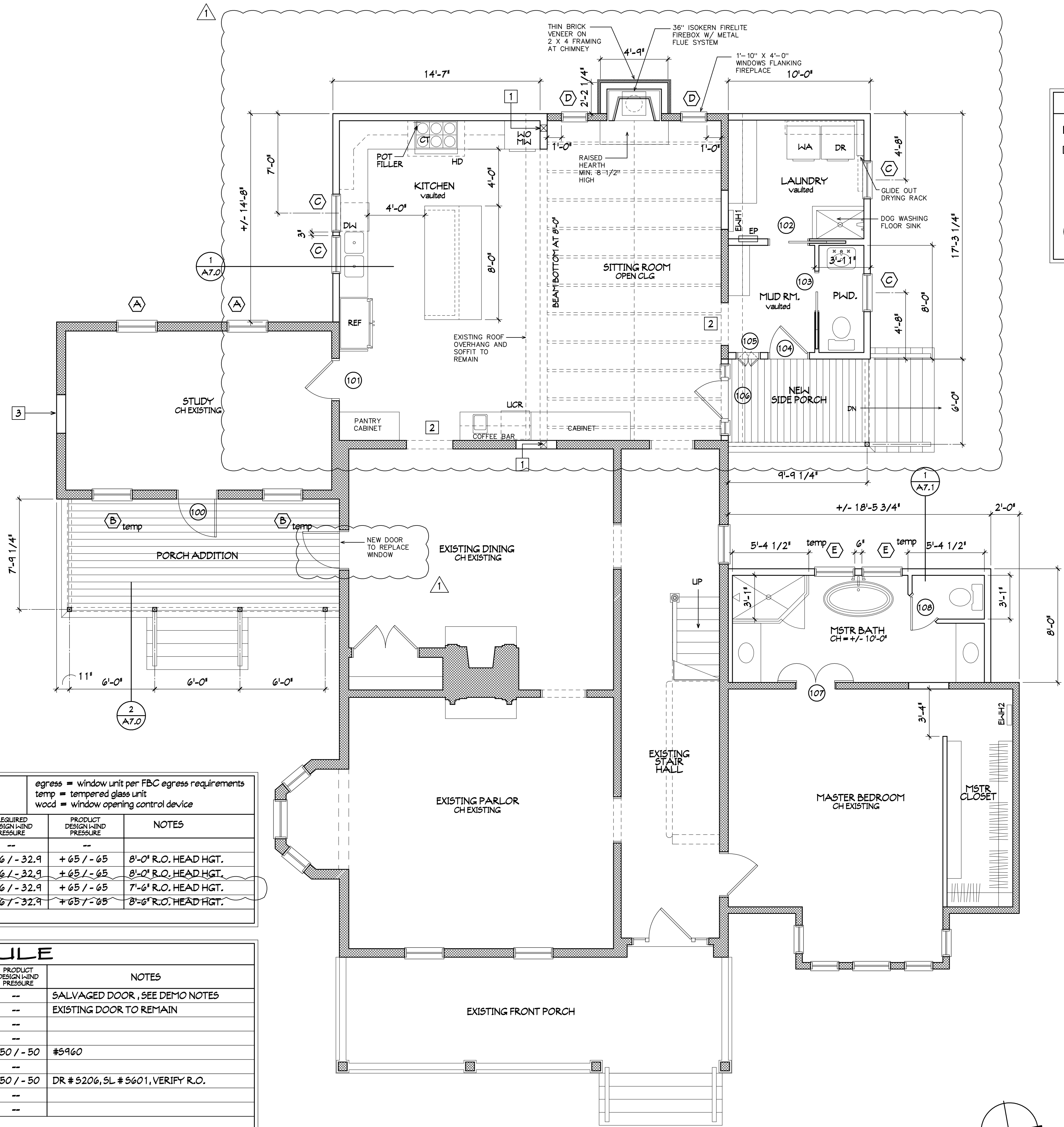
MIRANDA ARCHITECTS
309 1/2 CENTRE STREET, SUITE 205
FERNANDINA BEACH, FL 32034
904.281.4586 TEL
FL REG. NO. A4 F00089

MIRANDA ARCHITECTS

RENOVATION TO THE
MAESTRE / LORE RESIDENCE
11 SOUTH 7TH STREET
FERNANDINA BEACH, FL 32034

1ST FLOOR PLAN	REVISIONS	DATE
	PLAN REVISIONS	06/19/25

A4.0



FLOOR PLAN LEGEND

EXISTING WALLS

NEW FRAMED WALLS

WINDOW SYMBOL

DOOR SYMBOL

SECTION/DETAIL

RENOVATION NOTES

1

NEW 6 X 6 POST PER FOUNDATION AND FRAMING PLANS.

2

CASED OPENING 2'-8" X 8'-0"

3

NEW INFILL IN EXISTING WINDOW OPENING, WOOD SIDING ON 1/2" ZIP-WALL PL-1WD, 5HTG, ON 2 X STUDS TO MATCH WALL FRAMING AT 16" O.C.

WINDOW SCHEDULE								egress = window unit per FBC egress requirements temp = tempered glass unit wood = window opening control device
MODEL	R.O. WIDTH	R.O. HEIGHT	TYPE	MANUFACTURER	REQUIRED DESIGN WIND PRESSURE	PRODUCT DESIGN WIND PRESSURE	NOTES	
A	EXISTING	VERIFY	VERIFY	DBL. HUNG	(EXISTING)	--	--	
B	UDHG2 2836	2'-10 1/4"	6'-8"	DBL. HUNG	MARVIN	+ 24.6 / - 32.9	+ 65 / - 65	8'-0" R.O. HEAD HGT.
C	UDHG2 2624	2'-8 1/4"	4'-8"	DBL. HUNG	MARVIN	+ 24.6 / - 32.9	+ 65 / - 65	8'-0" R.O. HEAD HGT.
D	UDHG2 2624	1'-10 1/4"	4'-0"	DBL. HUNG	MARVIN	+ 24.6 / - 32.9	+ 65 / - 65	7'-6" R.O. HEAD HGT.
E	UDHG2 2834	2'-10 1/4"	6'-2"	DBL. HUNG	MARVIN	+ 24.6 / - 32.9	+ 65 / - 65	8'-6" R.O. HEAD HGT.
REFER TO EXTERIOR ELEVATIONS FOR MUNTIN PATTERNS								

DOOR SCHEDULE							
SIZE	TYPE	MFR.	REQUIRED DESIGN WIND PRESSURE	PRODUCT DESIGN WIND PRESSURE	NOTES		
100	2'-8" X 7'-0" (VERIFY)	SWING	(EXISTING)	--	--	SALVAGED DOOR, SEE DEMO NOTES	
101	2'-8" X 7'-0" (VERIFY)	SWING	(EXISTING)	--	--	EXISTING DOOR TO REMAIN	
102	2'-8" X 6'-8"	4P/POCKET	A.S.B.O.	--	--		
103	2'-8" X 6'-8"	4P/POCKET	A.S.B.O.	--	--		
104	2'-8" X 6'-8"	4P/SWING	THERMATRU	+ 24.6 / - 32.9	+ 50 / - 50	#5960	
105	R.O. 1'-9" X 2'-6"	DOG DOOR	A.S.B.O.	--	--		
106	2'-8" DR + (2) 12" SL X 6'-8"	GLS/SWING	THERMATRU	+ 24.6 / - 32.9	+ 50 / - 50	DR # 5206, SL # 5601, VERIFY R.O.	
107	(2) 1'-4" X 6'-8"	2P/SWING	A.S.B.O.	--	--		
108	2'-4" X 6'-8"	4P/SWING	A.S.B.O.	--	--		

FIRST FLOOR PLAN 1/4"=1'-0"

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SOUTH ELEVATION

1/4"=1'-0"



EAST ELEVATION

1/4"=1'-0"

A5 MAESTRE LORE RENOVATION ELEVATIONS	JOB NO. -- M200901	DRAWN BY -- JLM	CHKD BY -- JLM	DATE -- 06-19-25
---------------------------------------	--------------------	-----------------	----------------	------------------

MIRANDA
ARCHITECTS
308 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
TEL 904.261.4586
FL REG. NO. AA 00082



RENOVATION TO THE
MAESTRE / LORE RESIDENCE
11 SOUTH 7TH STREET
FERNANDINA BEACH, FL 32034

SOUTH/EAST ELEVATIONS		DATE
REVISIONS	DATE	
1/1 WEST WALL REVISIONS	06/19/25	

A5.0

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WEST ELEVATION

1/4"=1'-0"



NORTH ELEVATION

1/4"=1'-0"

This document has been electronically signed and sealed by Jose L. Miranda, Jr., P.A. on the Date and/or Time Stamp shown using a digital signature. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

AS MAESTRE LORE RENOVATION ELEV	JULY	JULY	DATE -- 06-19-25
JOB NO. -- M200901	DRAWN BY --	CHKD BY --	

MIRANDA ARCHITECTS
308 1/2 CENTRE STREET, SUITE 208
FERNANDINA BEACH, FL 32034
904.261.4586 TEL
FL REG. NO. 14700000



RENOVATION TO THE
MAESTRE / LORE RESIDENCE
11 SOUTH 7TH STREET
FERNANDINA BEACH, FL 32034

WEST/NORTH ELEVATIONS	REVISIONS	DATE
		06/19/25

A5.1

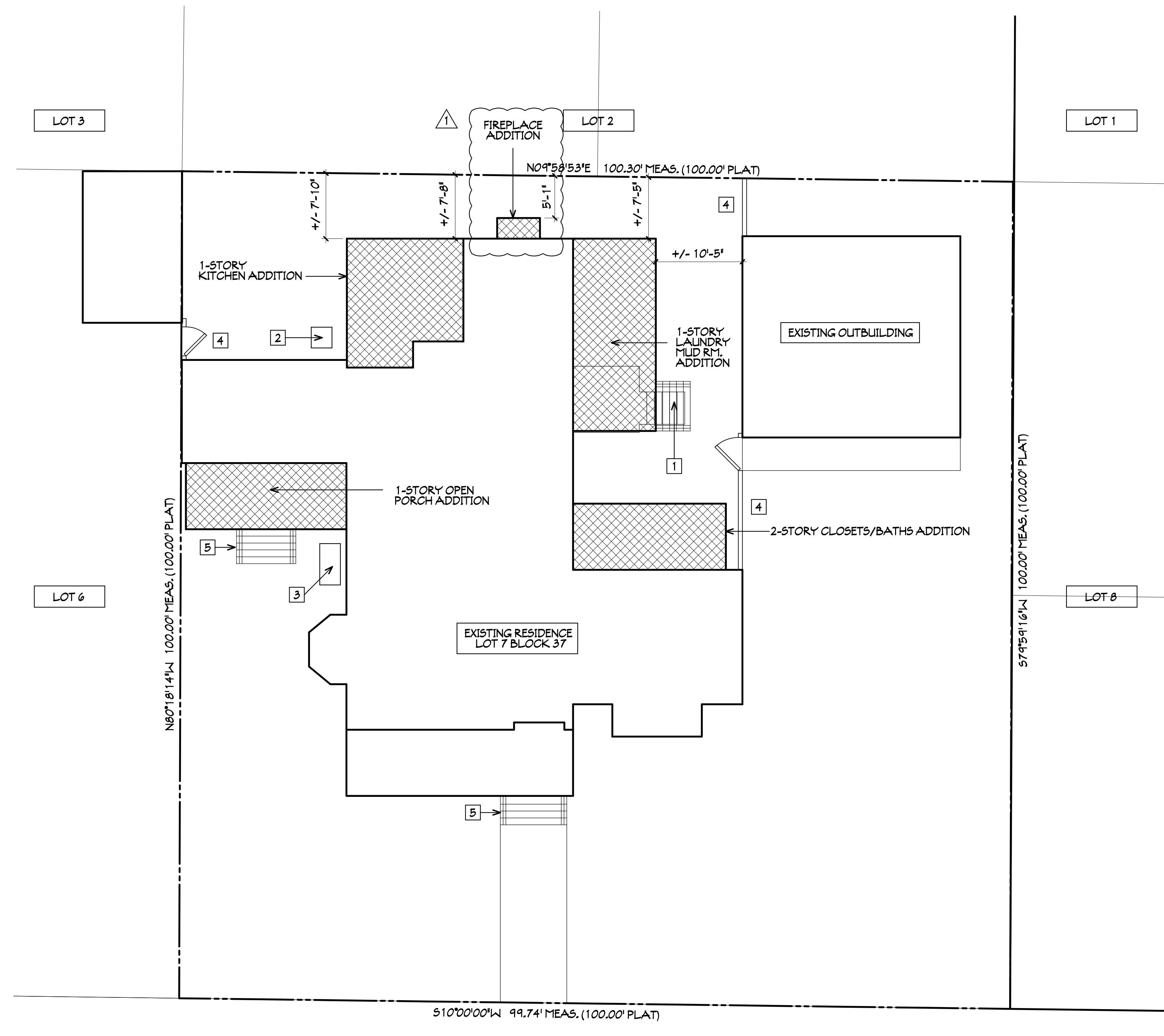
A1 MAESTRELORE RENOVATION SITE PLAN	JOB NO. -- M200901	DRAWN BY -- JLM	CHKD BY -- JLM	DATE -- 06-19-25
--	--------------------	-----------------	----------------	------------------



MIRANDA

SITE PLAN		
	REVISIONS	DATE
1	FIREPLACE ADDITION	06/19/25

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MAP OF BOUNDARY SURVEY

ALL OF THAT CERTAIN LOT, PIECE OR PARCEL OF LAND SITUATE, LYING AND BEING IN THE CITY OF FERNANDINA BEACH, (FORMERLY NAMED FERNANDINA), COUNTY OF NASSAU AND STATE OF FLORIDA AND BEING FURTHER DESCRIBED ACCORDING TO THE OFFICIAL MAP OR PLAT OF SAID CITY FERNANDINA BEACH, (FORMERLY NAMED FERNANDINA), COUNTY OF NASSAU AND STATE OF FLORIDA AND BEING FURTHER DESCRIBED ACCORDING TO THE OFFICIAL MAP OR PLAT OF SAID CITY (AS LITHOGRAPHED AND ISSUED BY THE FLORIDA RAILROAD COMPANY IN 1887 AND ENLARGED REVISED AND REISSUED BY THE FLORIDA TOWN IMPROVEMENT COMPANY IN 1887 AND 1901) AS; LOT SEVEN (7), BLOCK THIRTY-SEVEN (37)



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 based on S 10°00'00" W on the Westerly right of way line of South 7TH Street, (Assumed).
- 5) Fence ownership, if applicable, has not been determined by this office. Fences are drawn out of scale in order to accentuate their relationship to property lines. Fences are not deemed to be encroachments unless ownership is apparent.
- 6) "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."
- 7) The property shown hereon lies within flood zone "X" as per F.E.M.A. Flood Insurance Rate Map, Panel 12088C0237G Dated 08-02-2017.
- 8) Unless otherwise noted Measured angles and distances are the same as Plat or Deed angles and distances.
- 9) This survey has been performed according to the standard of care to achieve the following accuracies for the following surveyed. Surveyed Accuracy: 1 foot in 16231 feet Commercial / High risk Linear Accuracy: 1 foot in 10000 feet SOP Rule 5J-17.05(3) (B) (15) b.ii

PREPARED FOR:
RUTH MAESTRAE
PAUL ANTHONY LORE

FOR THE BENEFIT OF:
FIRST THIRD BANK NATIONAL ASSOC.
FIRST AMERICAN TITLE INSURANCE COMPANY
WOOD AND SMITH PA

LEGEND

—E—E— = AERIAL UTILITY WIRES
A/C = AIR CONDITIONER
AKA = ALSO KNOWN AS
B.R.L. = BUILDING RESTRICTION LINE
TV = CABLE TELEVISION PEDESTAL
Δ = CENTRAL ANGLE
C = CENTERLINE
—x—x— = CHAIN LINK FENCE
CB = CHORD BEARING
CD = CHORD DISTANCE

CONC. = CONCRETE
CONC. FLATWORK
CMP = CORRUGATED METAL PIPE
E = ELECTRICITY METER
ELEV. = ELEVATION
F.F. = FINISHED FLOOR
F.H. = FIRE HYDRANT
G = GAS METER
L = ARC LENGTH
L.P. = LIGHT POLE

MEAS. = MEASURED
N.G.V.D. = NATIONAL GEODETIC VERTICAL DATUM
O.R.B. = OFFICIAL RECORD BOOK
P.I.N. = PARCEL IDENTIFICATION NUMBER
P.O.B. = POINT OF BEGINNING
P.O.C. = POINT OF COMMENCEMENT
R = RADIUS
RCP = REINFORCED CONCRETE PIPE
R/W = RIGHT-OF-WAY
S = SEWER CLEANOUT
SM = SEWER MANHOLE
SMH = STORM MANHOLE
T = TELEPHONE PEDESTAL
W-F = WOOD FENCE
W-P = WOOD POWER POLE
WM = WATER METER
W = WELL

THE INFORMATION SHOWN HEREON MEETS THE MINIMUM TECHNICAL STANDARDS 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.

BY:
ALAN FRANKLIN GLASS
FLORIDA REGISTERED SURVEYOR
MAPPER CERTIFICATE No. 5712

GLASS LAND SURVEYING, LLC

GLASS LAND SURVEYING, LLC
23884 CRESCENT PARK COURT, FERNANDINA BEACH, FLORIDA 32034
(904) 261-0128 * CELL (904) 370-0318
LICENSE BUSINESS NO. LB 8359

SCALE: 1" = 20'
DATE: 06-24-20
ORN BY: AFG
CKD BY: AFG
JOB NO: GLS-2083
F.B. NO: ALAN201
PAGE NO: 38

PROPERTY INFORMATION

Parcel Number 00-00-31-1800-0037-0070

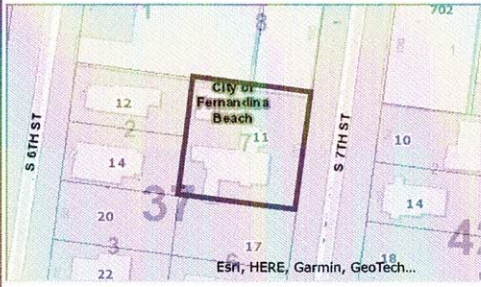
Owner Name MAESTRE RUTH E &
Mailing Address LORE PAUL A (JT/RS)
11 S 7TH ST
FERNANDINA BEACH, FL 32034
Location Address 11 S 7TH ST
FERNANDINA BEACH 32034
Tax District FERNANDINA BEACH
Milage 19.5052
Homestead No
Property Usage STORE/OFFI 001200
Deed Acres 0
Short Legal BLOCK 37 LOT 7

2021 Certified Values

Land Value \$224,000
(+) Improved Value \$265,380
(=) Market Value \$489,380
(-) Agricultural Classification \$0
(-) SOH or Non-Hx⁴ Capped Savings \$0
(=) Assessed Value \$489,380
(-) Homestead \$0
(-) Additional Exemptions \$0
(=) School Taxable Value \$489,380
(-) Non-School HX & Other Exempt Value \$0
(=) County Taxable Value \$489,380

Note - *10% Cap does not apply to School Taxable Value

PARCEL MAP



2021 AERIAL MAP

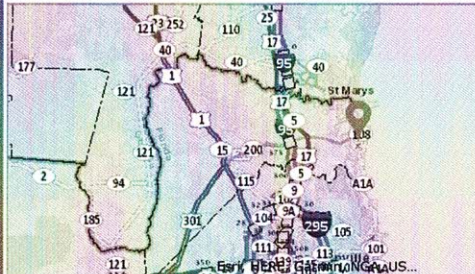


PROPERTY PHOTO



If this picture is incorrect, please email info@nassaulpa.com

LOCATION MAP



BUILDING INFORMATION

Type	Total Area	Heated Area	Bedrooms	Baths	Primary Exterior	Secondary Exterior	Heating	Cooling	Actual Year Built
SNGL FAM	3859	3427	5	3	ABOVE AVG.		AIR DUCTED	FORCED AIR	1900
REST CLASS	624	624	0	0	ABOVE AVE		AIR DUCTED	FORCED AIR	1991

MISCELLANEOUS INFORMATION

Description	Dimensions L X W	Units	Year Built
CONCRETE A	26 X 4	104	1991
CONCRETE A	5 X 3	15	1991
BRICK	3 X 25	75	1996
BRICK	21 X 8	168	1997
WD DECK A	8 X 8	64	1995

SALES INFORMATION

Sale Date	Book Page	Price	Instr	Qual	Imp	Grantor	Grantee
2020-08-05	2382 / 777	\$565,600	WD	Q	Y	PS FUNDING INC	MAESTRE RUTH E & PAUL A LORE (JT/RS)
2020-03-02	2363 / 27	\$100	CT	U	Y	CLERK OF COURT	PS FUNDING INC
2018-05-29	2202 / 409	\$574,000	WD	Q	Y	GRIMLEY BRIAN J & MELANIE B	JESSUP PROPERTIES LLC
2010-02-26	1665 / 688	\$475,000	TD	Q	Y	BLACKWELDER LYNETTE B TRUSTEE	GRIMLEY BRIAN J & MELANIE B
2000-11-21	959 / 365	\$100	WD	U	Y	BLACKWELDER LYNETTE B	BLACKWELDER LYNETTE B TRUSTEE
1994-09-15	714 / 97	\$218,000	WD	Q	Y	LAKE HAROLD E & PHYLLIS P	BLACKWELDER LYNETTE B
1988-10-31	555 / 1170	\$125,000	WD	Q	Y	BRIM DANIEL	LAKE HAROLD E



**OWNER'S AUTHORIZATION
FOR AGENT REPRESENTATION**

I /WE Ruth Maestre & Paul Lore
(print name of property owner(s))

hereby authorize: Jose Miranla & Miranla Architects
(print name of agent)

to represent me/us in processing an application for: HDC COA
(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.

Ruth E. Maestre
(Signature of owner)

[Signature]
(Signature of owner)

Ruth E. Maestre
(Print name of owner)

Paul Lore
(Print name of owner)

STATE OF FLORIDA
COUNTY OF NASSAU }
ss

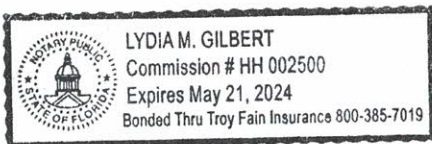
Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 24th day
of March, 20 22, by Ruth Maestre and Paul Lore.

Lydia Gilbert
Notary Public

Lydia Gilbert
Printed Name

5/21/24
My Commission Expires

Personally Known ☒ OR Produced Identification ☒ ID Produced: FL DL

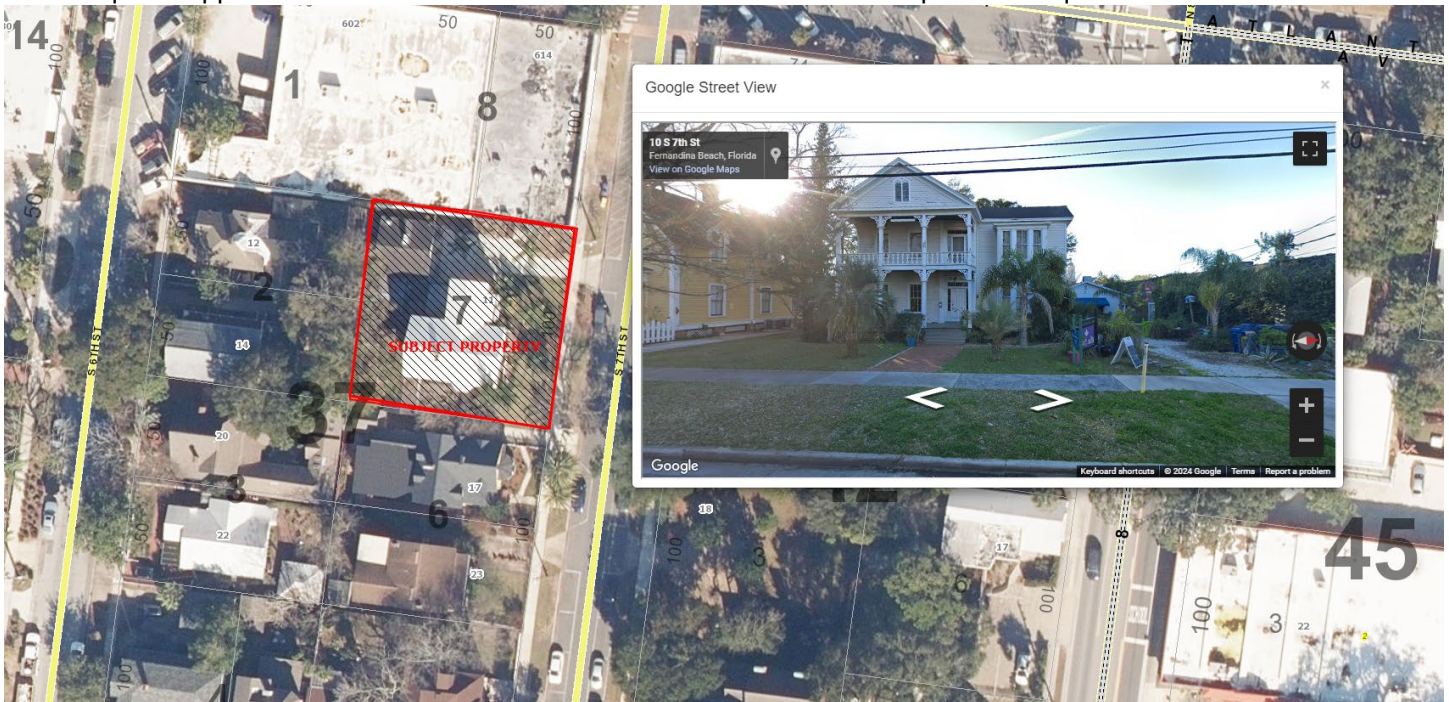




HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2024-0007 *1st Amendment
DECEMBER 19, 2024

Owner/Applicant:	MIRANDA ARCHITECTS, AGENT FOR RUTH MAESTRE
Property Address:	11 S. 7 th Street
Parcel ID #	00-00-31-1800-0037-0070
Current zoning:	C-3
FLUM land use category:	Central Business District
Existing uses on the site:	Single-Family Residence
FL Master Site File #	8NA00439
Year Built:	1872 (FMSF)
Contributing Status:	Contributing
Requested action:	Certificate of Approval (COA) HDC 2024-0007 - MIRANDA ARCHITECT, AGENT FOR RUTH MAESTRE, 11 S. 7TH STREET AMENDMENT to a previously issued Certificate of Approval (COA) to add a 230 sqft rear addition to the north side with wood steps and railing, crawlspace vent panels, PAC CLAD metal roof, Marvin windows and Thermatru fiberglass door, brick steps to the south side, new wood fence and gate.to renovate and construct additions at rear of home and a porch on east side. (Quasi-Judicial)

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



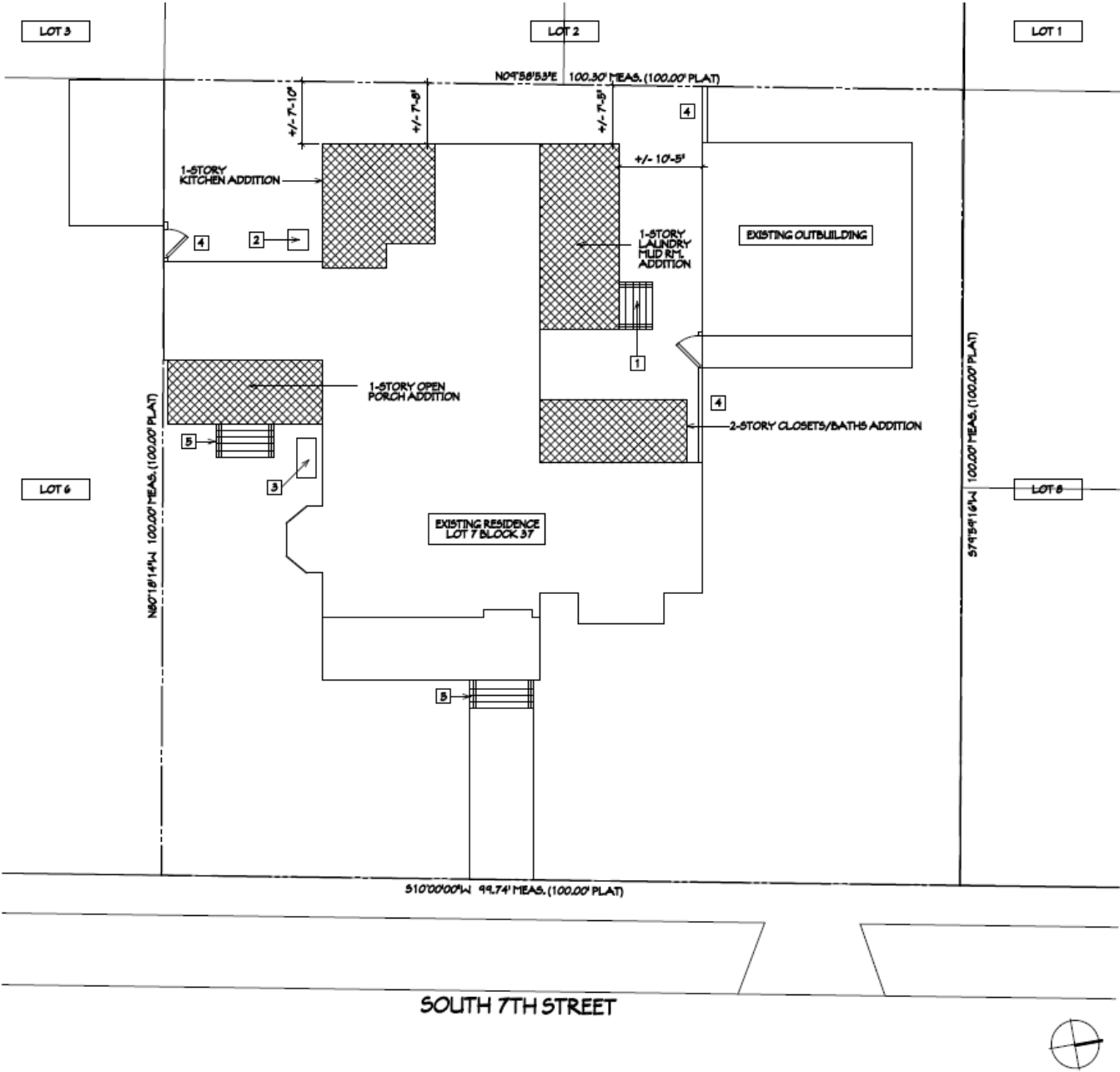
SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

"This two-story, Greek Revival style residence was designed by John Hedges and built in 1872 for William N. Thompson, a Florida State Senator and railroad man. It is one of three homes built adjacent to each other for members of the Thompson family." - FMSF 8NA00439

The applicant seeks an amendment to approval to previously approved COA to construct an addition and renovation to the historic residence to include:

- add a 230 sqft rear addition to the north side with wood steps and railing, crawlspace vent panels, PAC CLAD metal roof, Marvin windows and Thermatru fiberglass door,
- brick steps to the south side,
- new wood fence and gate.

Site Plan:



APPLICABLE GUIDELINES:

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

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

ANALYSIS:

Staff finds that the proposed rehabilitation and addition plans with the amendments for this structure are compatible with the Secretary of Interior Standards, the Downtown Historic District and meet the LDC requirements including, height, scale, massing, setbacks, and materials.

STAFF RECOMMENDATION:

Staff recommends: Approval of Amendment to HDC 2024-0007

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2024-0007 **with or without** conditions;

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

That HDC case 2024-0007, as presented, **is or is not** substantially compliant with the Comprehensive Plan, Land Development Code, and the Downtown Historic District Design Guidelines to warrant **FINAL** approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 **Application & Backup Materials**

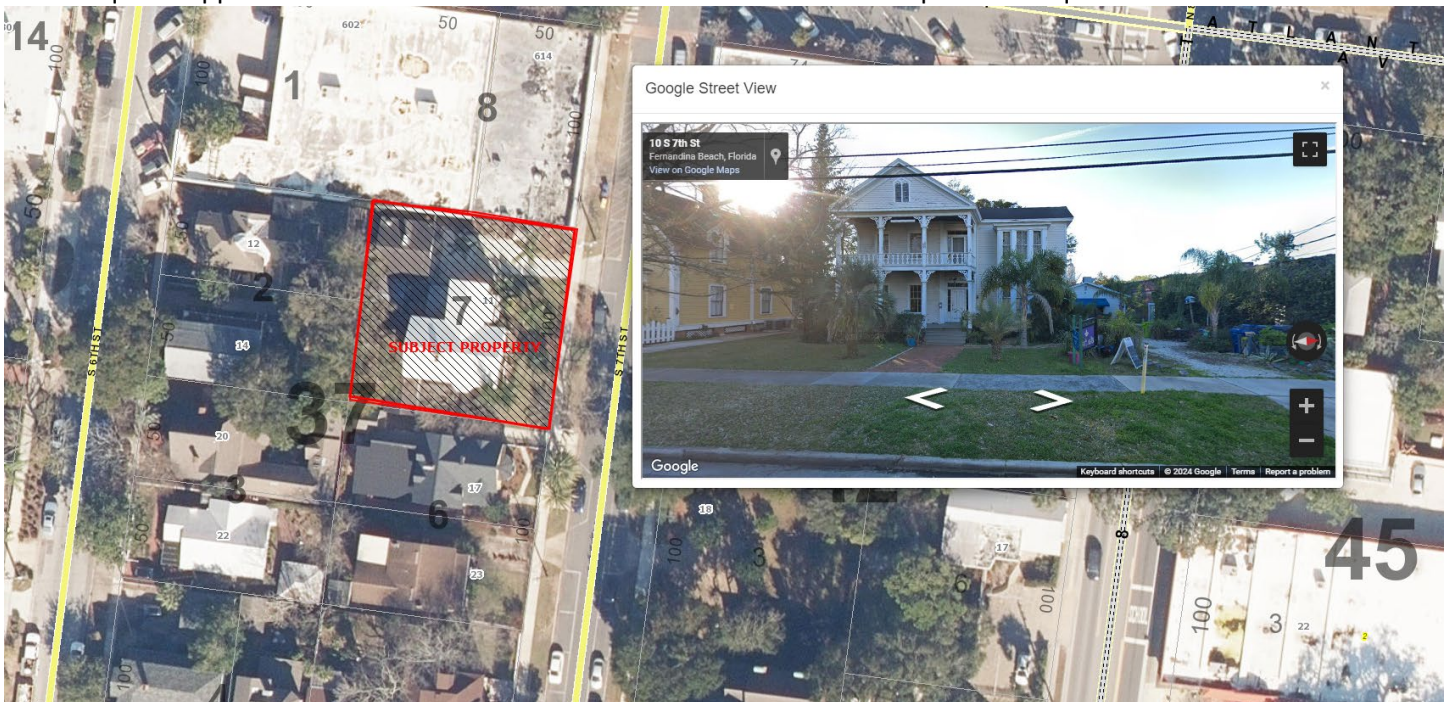
EXHIBIT 2 **FL Master Site File 8NA00439**



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2024-0007
MAY 16, 2024

Owner/Applicant:	MIRANDA ARCHITECTS, AGENT FOR RUTH MAESTRE
Property Address:	11 S. 7 th Street
Parcel ID #	00-00-31-1800-0037-0070
Current zoning:	C-3
FLUM land use category:	Central Business District
Existing uses on the site:	Single-Family Residence
FL Master Site File #	8NA00439
Year Built:	1872 (FMSF)
Contributing Status:	Contributing
Requested action:	Certificate of Approval (COA) to renovate and construct additions at rear of home and a porch on east side. (Quasi-Judicial)

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



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

"This two-story, Greek Revival style residence was designed by John Hedges and built in 1872 for William N. Thompson, a Florida State Senator and railroad man. It is one of three homes built adjacent to each other for members of the Thompson family." - FMSF 8NA00439

The applicant seeks FINAL approval to construct an addition and renovation to the historic residence to include:

- 2-story Bath/Closet additions to rear of existing bedroom wing,
- 1-story addition to south side of existing kitchen, and
- 1-story porch addition to east side of study

Conceptual approval of the design was issued under HDC Case 2022-0054 in April 2022. The applicant requests final approval of the design. All application materials have been provided to support the board's decision making.

APPLICABLE GUIDELINES:

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

[DOWNTOWN HISTORIC DISTRICT GUIDELINES](#)

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

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

ANALYSIS:

Staff finds that the proposed rehabilitation and addition plans for this structure are compatible with the Secretary of Interior Standards, the Downtown Historic District and meet the LDC requirements including, height, scale, massing, setbacks, and materials.

STAFF RECOMMENDATION:

Staff recommends: Approval of HDC 2024-0007

MOTION TO CONSIDER:

I move to approve or deny HDC case number 2024-0007 with or without conditions;
AND I move that the HDC make the following findings of fact and conclusions of law part of the record:
That HDC case 2024-0007, as presented, is or is not substantially compliant with the Comprehensive Plan, Land Development Code, and the Downtown Historic District Design Guidelines to warrant **FINAL** approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 Application & Backup Materials

EXHIBIT 2 FL Master Site File 8NA00439



CERTIFICATE OF APPROVAL (COA) HDC2024-0007 FOR CITY OF FERNANDINA BEACH

Plan Type: HDC - Board Review	Project:	App Date: 03/27/2024
Work Class: Residential	District: Default	Exp Date: 04/26/2024
Status: Approved	Square Feet: 0.00	Completed: 05/17/2024
Valuation: \$0.00	Assigned To: Salvatore Cumella	Approval
Description: Certificate of Approval (COA) to contract additions in rear of the principal structure.		Expire Date: 05/19/2025

Parcel: 00-00-31-1800-0037-0070 Main	Address: 11 S 7Th St Fernandina Beach, FL 32034 Main	Zone: C-3(Central Business District)
---	--	---

Applicant Jose Miranda 309 1/2 CENTRE Suite 206 FERNANDINA BEACH, FL 32034 Business: 9042614586 Mobile: 9047533099	Owner Ruth Maestre 11 S 7th ST Fernandina Beach, FL 32034
---	---

Activity Type	Activity Number	Name	User	Created On
HDC Decision	DEC-001673-2024		Sylvie McCann	05/17/2024

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00031605	COA - Residential	\$250.00	\$250.00
Total for Invoice INV-00031605		\$250.00	\$250.00
Grand Total for Plan		\$250.00	\$250.00



FLORIDA DEPARTMENT OF STATE

Jim Smith
Secretary of State

DIVISION OF HISTORICAL RESOURCES

R.A. Gray Building
500 South Bronough
Tallahassee, Florida 32399-0250
Director's Office Telecopier Number (FAX)
(904) 488-1480 (904) 488-3353

August 21, 1992

Harold and Phyllis Lake
Post Office Box 1474
Fernandina Beach, Florida 32034

Re: Thompson House, 11 South Seventh Street, Fernandina
Beach

Dear Mr. and Mrs. Lake:

In response to your recent inquiry, this is to confirm that the above referenced property is designated as a property contributing to the significance of the Fernandina Beach Historic District as listed in the National Register of Historic Places.

According to the information in our files, this two-story, Greek Revival style residence was designed by John Hedges and built in 1872 for William N. Thompson, a Florida State Senator and railroad man. It is one of three homes built adjacent to each other for members of the Thompson family.

I hope that his information will be helpful. Please do not hesitate to write or call me at (904) 487-2333 if we can be of further assistance.

Sincerely,

William N. Thurston
Historic Preservationist
Supervisor

WNT:bm

8-15-92

BFA

Florida Dept. of State
Div. of Historical Resources
RA Gray Building
Tallahassee, FL 32399-0050

Re: Thompson House
11 South Seventh St.
Fernandina Beach, FL

Dear Sir -

I am writing to ask for some type of documentation to prove the historical significance of the above home.

I assume that it was designated as a contributing structure in the Fernandina Beach Historic District Extension, which was listed in the National Register of Historic Places on March 20, 1987.

Thank you for your help.

Sincerely
Harold & Phyllis Lake

P.O. Box 1474
Fernandina Bch, FL 32034



HISTORICAL STRUCTURE FORM

Electronic Version 1.1.0

Site #8 **NA00439**

Recorder # **422**

Field Date **3/20/2007**

Form Date **3/30/2007**

FormNo **200703**

FormNo = Field Date (YYYYMM)

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

GENERAL INFORMATION

Site Name (address if none) **Thompson House**

Multiple Listing (DHR only)

Other Names

>> **Lulu's Bar and Grill**

Survey or Project Name

Survey#

National Register Category **Building(s)**

LOCATION & IDENTIFICATION

Address

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

Cross Streets (nearest/ between)

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

In Current City Limits? **YES**

County **Nassau**

Tax Parcel #(s)

Subdivision Name

Block

Lot

Ownership

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

Route to (especially if no street address)

MAPPING

USGS 7.5' Map Name

Publication Date

>> **FERNANDINA BEACH;2003**

Township:

Range:

Section:

1/4 section:

>> **3N ;28E ;22;UNSP**

Irregular Section Name:

Landgrant

UTM: Zone

Easting

Northing

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

DESCRIPTION

Style **Frame Vernacular**

Other Style

Exterior Plan **Irregular**

Other Exterior Plan

Number of Stories **2**

Structural System(s)

>> **Wood frame**

Other Structural System(s)

Foundation Type(s)

>> **Piers**

Other Foundation Types

Foundation Material(s)

>> **Brick**

Other Foundation Material(s)

Exterior Fabric(s)

>> **Clapboard**

Other Exterior Fabric(s)

Roof Type(s)

>> **Gable**

Other Roof Type(s)

Roof Material(s)

>> **Composition shingles**

Other Roof Material(s)

Roof Secondary Structure(s) (dormers etc)

>> **Cross gable**

Other Roof Secondary Structure(s) **square bay**

Number of Chimneys **1**

Chimney Material **Brick**

Other Chimney Material(s)

Chimney Location(s) **north ridge**

HISTORICAL STRUCTURE FORM

8NA00439

DESCRIPTION (continued)

Window Descriptions 6/6, 1/1, 2/2

Main Entrance Description (stylistic details)

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

Porch Roof Types(s) gable

Exterior Ornament

Interior Plan

Other Interior Plan

Condition Good

Structure Surroundings

Commercial: Residential: MOSTly this category

Institutional: Undeveloped:

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

Archaeological Remains (describe): none

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

Narrative Description (optional)

HISTORY

Construction year 1900

Architect (last name first):

Builder (last name first):

Changes in Locations or Conditions

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

Structure Use History

Use Year Use Started Year Use Ended >> Restaurant;;

Other Structure Uses

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

RESEARCH METHODS

Research Methods

>> FL Master Site File-Cultural Resources

Other research methods

SURVEYOR'S EVALUATION OF SITE

Potentially Eligible for a Local Register?

Name of Local Register if Eligible

Individually Eligible for National Register? NO

Potential Contributor to NR District? YES

Area(s) of historical significance

>> Community planning & development

Other Historical Associations

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

HISTORICAL STRUCTURE FORM

8NA00439

DOCUMENTATION (Photos, Plans, etc.)

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

Document type: _____

Maintaining Organization: _____

File or Accession #: _____

Descriptive Information: _____

>> _____

RECORDER INFORMATION

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

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

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

SHPO's Evaluation of Resource

Date _____

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

FMSF Staffer: _____

Computer Entry Date: 6/23/2007Form Comments: _____

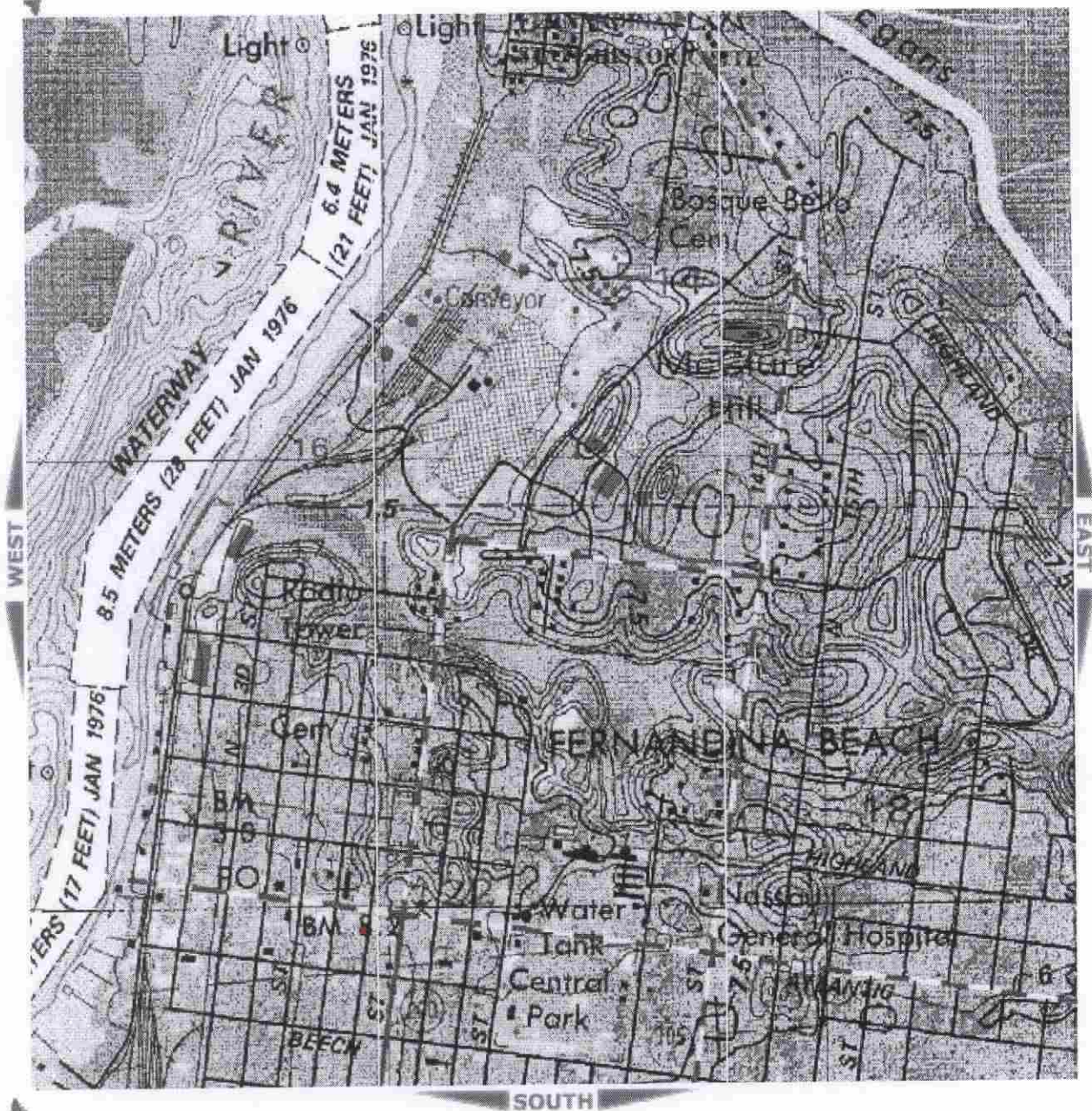
REQUIRED PAPER ATTACHMENTS

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

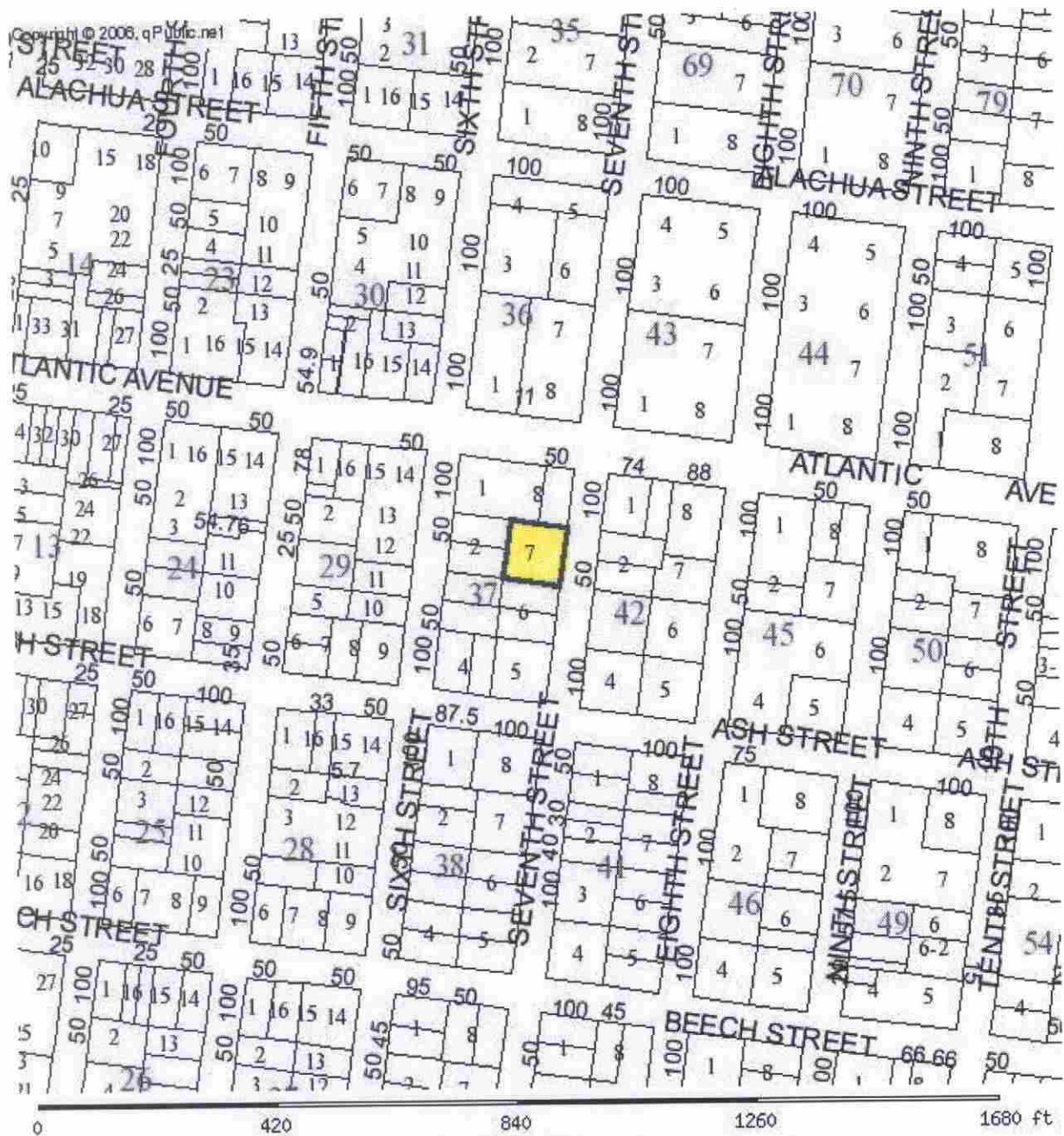
NA00439-200703

Supplementary Printout

- > **USGS map name/year of publication or revision:**
FERNANDINA BEACH;2003
- > **Township/Range/Section/Qtr:**
3N ;28E ;22;UNSP
- > **Structural system(s):**
Wood frame
- > **Foundation types:**
Piers
- > **Foundation materials:**
Brick
- > **Exterior fabrics:**
Clapboard
- > **Roof types:**
Gable
- > **Roof materials:**
Composition shingles
- > **Roof secondary structures (dormers etc):**
Cross gable
Other
- > **Change status/year changed/date noted/nature:**
- > **Original, intermediate, present uses/year started/year ended:**
Restaurant;;
- > **Research methods:**
FL Master Site File-Cultural Resources
Examine local property records
Pedestrian
- > **Area(s) of historical significance:**
Community planning & development
- > **Repositories: Collection/Housed/Accession#/Describe**
- > **[Other name(s)]:**
Lulu's Bar and Grill



NA 439



PARCEL INFORMATION TABLE	
Selected Parcel	00-00-31-1800-0037-0070
GIS CALCULATED ACREAGE	0.23
Property Use	STORE/OFFI
Land Use	STORE COMB
OWNERSHIP INFORMATION	
Name	BLACKWELDER LYNETTE B TRUSTEE
Mailing Address	LYNETTE B BLACKWELDER TRUST PO BOX 1204; FERNANDINA BEACH, FL 32035
Situs/Physical Address	11 SOUTH 7TH ST
2006 PROPOSED VALUES	
Land Value	500,000

FLORIDA MASTER SITE FILE
Site inventory Form

SITE NO. *8 NA 439*

SITE NAME: Thompson House
ADDRESS OF SITE: 11 S. 7th St.
INSTRUCTION FOR LOCATING: N/A

SURVEY DATE: 09/30/85

LOCATION: City of Fernandina Beach 37 7
Subdivision Name Block No. Lot No.

COUNTY: Nassau

DISTRICT NAME IF APPLICABLE: Fernandina Beach Historic

OWNER OF SITE: NAME:

ADDRESS:

ADDRESS:

TYPE OF OWNERSHIP: private

RECORDING DATE: / /

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

ADDRESS: P. O. Box 1002

St. Augustine, FL 32084

CONDITION OF SITE:

INTEGRITY OF SITE:

Check One

Check one or more

EXCELLENT

x ALTERED

ORIGINAL USE pvt.residence

x GOOD

UNALTERED

PRESENT USE pvt.residence

FAIR

x ORIGINAL SITE

DATES c.+ 1872

DETERIORATED

RESTORED: / /

CULTURE/PHASE American

MOVED: / /

PERIOD: 19th Century

NR CLASSIFICATION CATEGORY: building

DATE LISTED ON NR: / /

THREATS TO SITE: Check one or more

x ZONING

TRANSPORTATION

x DEVELOPMENT

FILL

DETERIORATION

DREDGE

BORROWING

OTHER (See Remarks Below)

AREAS OF SIGNIFICANCE: architecture

SIGNIFICANCE

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

See Continuation Sheet

RECORD NUMBER 165

ARCHITECT: John Hedges

BUILDER:

STYLE AND/OR PERIOD: Greek Revival

PLAN TYPE: L-shape

EXTERIOR FABRIC(S): wood: weatherboard, with cornerboards

STRUCTURAL SYSTEM(S): wood frame: balloon

PORCHES: E/2-story end, tiered, 3-bay, access E, 1st bay;
square columns; pedimented, gable roof; lacy brackets

ORIENTATION: E

FOUNDATION: piers: brick

ROOF TYPE: gable

SECONDARY ROOF STRUCTURE(S): cross gable

CHIMNEY LOCATION: N:end,interior:ridge#center:ridge,other gable

WINDOW TYPE: DHS, 6/6, wood; bay, 2-story, sq., grouped(3) #
DHS, 4/4, wood # DHS, 1/1, wood; octagonal, 1-story, bay
CHIMNEY: brick

ROOF SURFACING: composition shingles: butt

ORNAMENT EXTERIOR: wood

NO. OF CHIMNEYS 1

NO. OF STORIES 2

NO. OF DORMERS:

OUTBUILDINGS:

SURROUNDINGS:

SITE SIZE (approx. acreage) LT1

TOWNSHIP	RANGE	SECTION
3N	28E	22

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

PHOTOGRAPHIC RECORDS NUMBERS:

CONTINUATION SHEET:

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

Constructed c. 1872, it is a two-story frame Greek Revival residential building. It is noteworthy for its sidelights and transom around entrance, and its two-story pedimented porch. It has been significantly altered by addition of lacey ornamentation on the porch. It was originally the residence of William N. Thompson, a Florida Senator and railroad man. It is one of three homes built adjacent to each other for members of the Thompson family. Its subsequent owners included Miss Olive Galphin, Thompson's granddaughter. The architect was John Hedges.

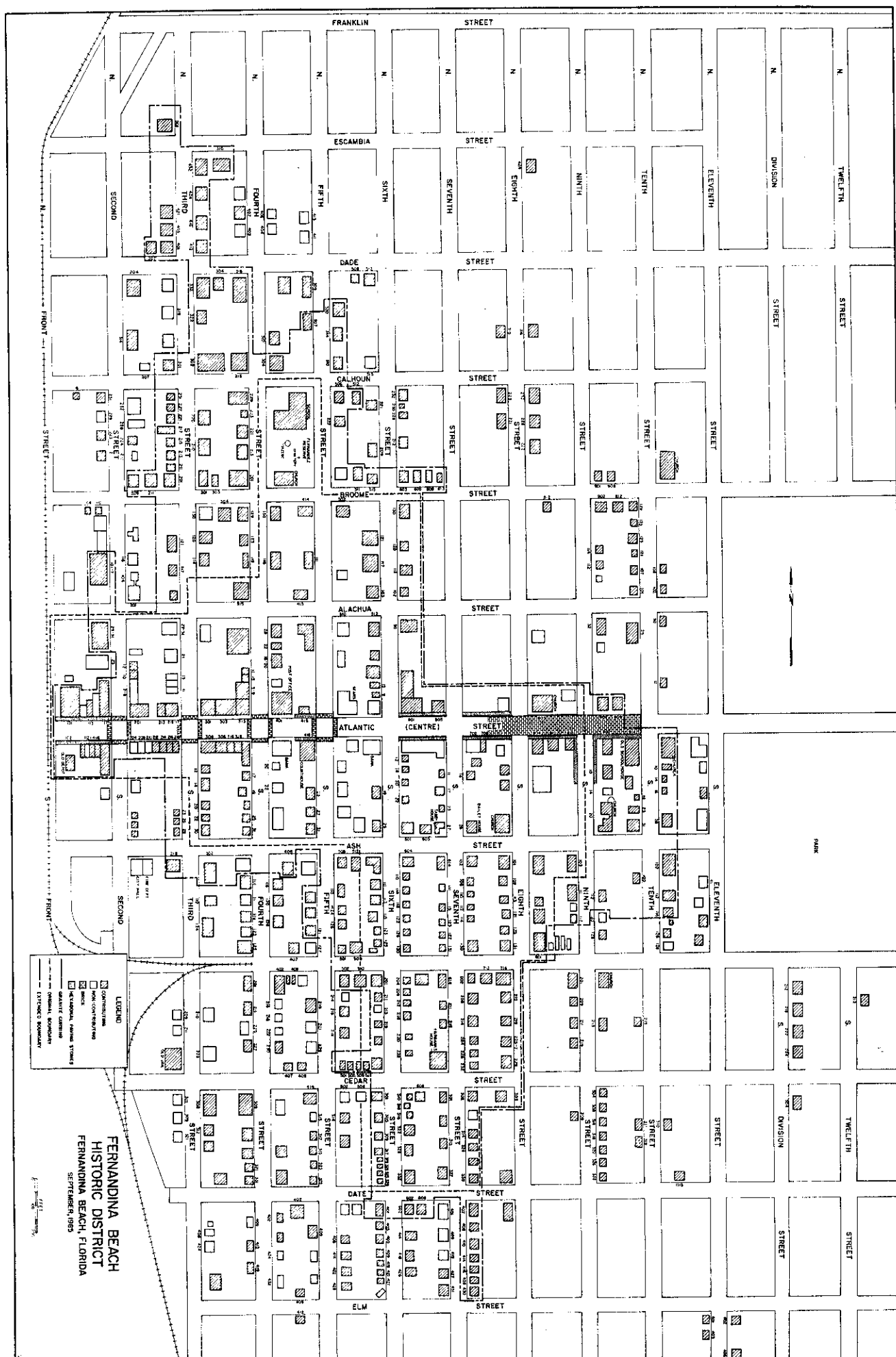
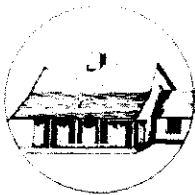


Figure 24

☐ Original
☒ Update



HISTORICAL STRUCTURE FORM

FLORIDA MASTER SITE FILE

Version 4.0 1/07

Site #8 **NA00439**
 Field Date 2-12-2018
 Form Date 2-12-2018
 Recorder # _____

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

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

LOCATION & MAPPING

Address: 11 S 7th Street Type Street Suffix Direction _____
 Cross Streets (nearest / between) _____
 USGS 7.5 Map Name FERNANDINA BEACH USGS Date _____ Plat or Other Map _____
 City / Town (within 3 miles) Fernandina Beach In City Limits? ☒ yes ☐ no ☐ unknown County Nassau
 Township 3N Range 28E Section 22 1/4 section: ☐ NW ☐ SW ☐ SE ☐ NE Irregular-name: _____
 Tax Parcel # 00-00-31-1800-0037-0070 Landgrant _____
 Subdivision Name _____ Block _____ Lot _____
 UTM Coordinates: Zone ☐ 16 ☐ 17 Easting ☐ ☐ ☐ ☐ ☐ ☐ Northing ☐ ☐ ☐ ☐ ☐ ☐
 Other Coordinates: X: _____ Y: _____ Coordinate System & Datum _____
 Name of Public Tract (e.g., park) _____

HISTORY

Construction Year: 1872 ☐ approximately ☐ year listed or earlier ☐ year listed or later
 Original Use Private Residence (House/Cottage/Cabin) From (year): _____ To (year): _____
 Current Use Private Residence (House/Cottage/Cabin) From (year): _____ To (year): _____
 Other Use _____ From (year): _____ To (year): _____
 Moves: ☐ yes ☒ no ☐ unknown Date: _____ Original address _____
 Alterations: ☒ yes ☐ no ☐ unknown Date: _____ Nature Porch
 Additions: ☒ yes ☐ no ☐ unknown Date: _____ Nature Rear gable extensions
 Architect (last name first): Hedges, John Builder (last name first): _____
 Ownership History (especially original owner, dates, profession, etc.) Original, William N. Thompson, Senator & railroad man

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

DESCRIPTION

Style Frame Vernacular Exterior Plan Irregular Number of Stories 2
 Exterior Fabric(s) 1. Weatherboard 2. _____ 3. _____
 Roof Type(s) 1. Cross-gabled 2. _____ 3. _____
 Roof Material(s) 1. Composition shingles 2. _____ 3. _____
 Roof secondary strucs. (dormers etc.) 1. _____ 2. _____
 Windows (types, materials, etc.) 1/1, 2/2 & 6/6 Dhs, bay

Distinguishing Architectural Features (exterior or interior ornaments) Greek Revival elements; pedimented gable w 2 story porch; side & transom; jig saw cut decorations & arched vent; classical molding; 2 story bay window

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

DHR USE ONLY

OFFICIAL EVALUATION

DHR USE ONLY

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

DESCRIPTION (continued)

Chimney: No. 2 Chimney Material(s): 1. Brick 2. _____
 Structural System(s): 1. Balloon wood frame 2. _____ 3. _____
 Foundation Type(s): 1. Piers 2. _____
 Foundation Material(s): 1. Brick 2. _____
 Main Entrance (stylistic details) Wood panel door w round arches; simple pilasters; side and transom lights

Porch Descriptions (types, locations, roof types, etc.) Entry/E, incised pedimented gable, 2 story, open, full facade, square supports w decorative molding & jig saw cut brackets/railing

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

Narrative Description of Resource _____

Archaeological Remains _____ ☐ Check if Archaeological Form Completed

RESEARCH METHODS (check all that apply)

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

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

OPINION OF RESOURCE SIGNIFICANCE

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

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

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

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

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

DOCUMENTATION

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

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

RECORDER INFORMATION

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

Required Attachments

● **USGS 7.5' MAP WITH STRUCTURE LOCATION PINPOINTED IN RED**

● **LARGE SCALE STREET, PLAT OR PARCEL MAP** (available from most property appraiser web sites)

● **PHOTO OF MAIN FACADE, ARCHIVAL B&W PRINT OR DIGITAL IMAGE FILE**

If submitting an image file, it must be included on disk or CD **AND** in hard copy format (plain paper is acceptable).
 Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.



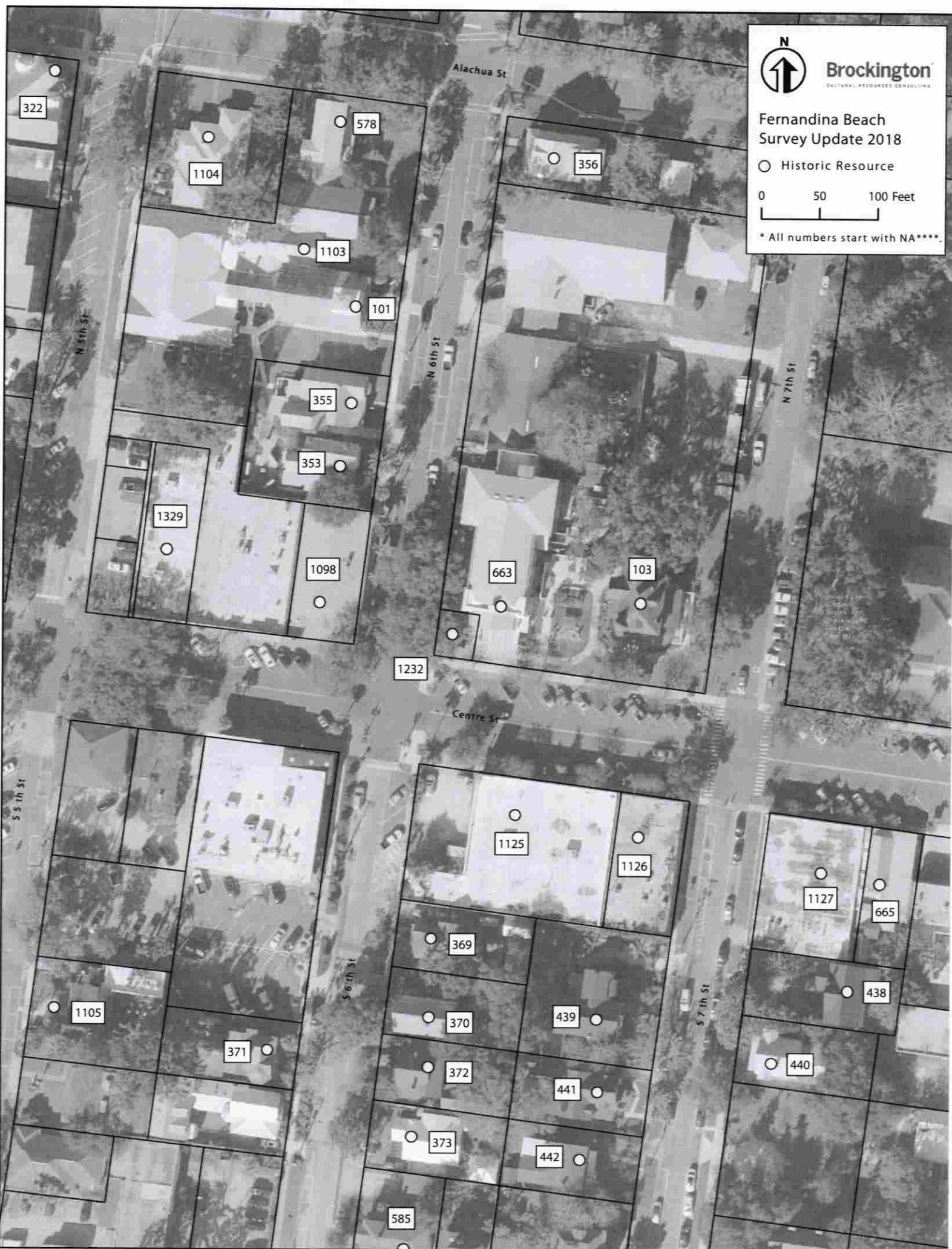
Brockington
CULTURAL RESOURCES CONSULTING

**Fernandina Beach
Survey Update 2018**

○ Historic Resource

0 50 100 Feet

* All numbers start with NA****.





FOR SALE
100X100 LOT ZONED C1
SHIRAZ MAIA BUILDING
7TH ST RESTAURANT
\$ 850,000
OWNER FINANCING AVAILABLE
REALTORS PROTECTED
904-521-6247

LuLu's
BBA & GRILL
261-7123
... Little Tropical Cuisine ...



THOMPSON HOUSE

11 S 7th

Thompson House







HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2025-0015
AUGUST 28, 2025

Owner/Applicant:	City of Fernandina Beach, Erik Anderson with Amelia Island Pirate Voyages
Property Address:	1 North Front Street
Parcel ID #	00-00-31-1760-0001-0010
Current zoning:	IW
FLUM land use category:	Industrial Waterfront
Existing uses on the site:	Marina parking lot, benches, ticket booths
FL Master Site File #	N/A
Year Built:	N/A
Contributing Status:	N/A
Requested action:	Seeking FINAL APPROVAL to install a temporary ticket office structure.

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



Design Vision Statement from application:

The architectural style of the proposed temporary ticket office will conform with the waterfront style and theme. The design is intentional with a small footprint, 80 sqft, and height, 9'6" to have a minimal impact on the surrounding area.

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is seeking **Final** approval to place a prefabricated ticket office near the marina to facilitate a pirate ship tour business. Since the proposed site is on City property, within the Community Redevelopment Area, and the Downtown Historic District it must be reviewed and approved by the Historic District Council and then by the City Commission. The ticket office can be removed with no detriment to the waterfront.

APPLICABLE GUIDELINES:

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

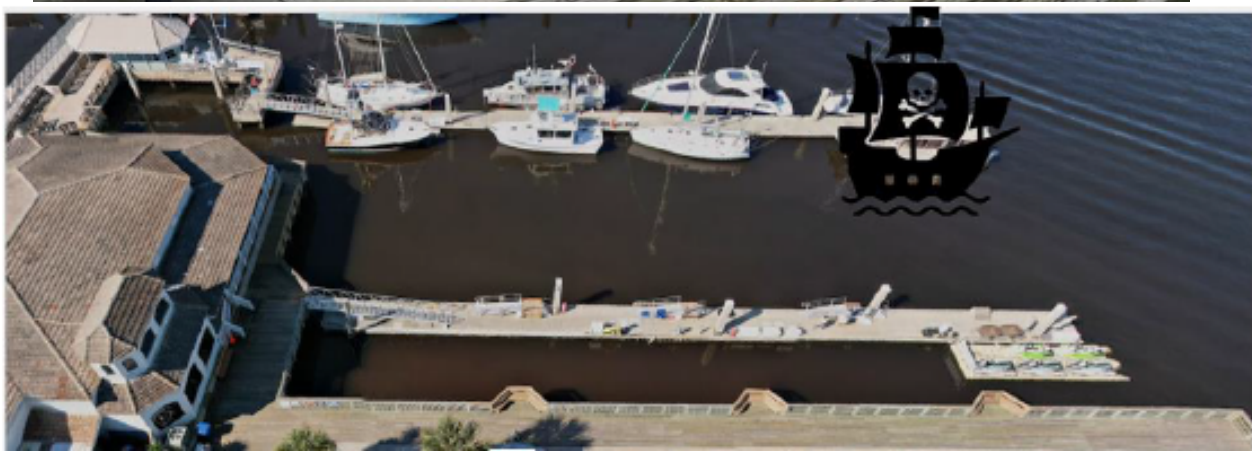
[CITY OF FERNANDINA BEACH DOWNTOWN DESIGN GUIDELINES](#)

[DESIGN GUIDELINES FOR THE WATERFRONT COMMUNITY REDEVELOPMENT AREA](#)

ANALYSIS:

PROPOSED MATERIALS		
	Type/Material/Brand	Color
Exterior Fabric	3/8" thick No Groove Lap Siding	Westchester Gray SW2849
Doors	Heartland, Single 32" x 70"	Polished Mahogany SW2838
Windows	Heartland, single 62" x 37"	Polished Mahogany SW2838
Roofing	Heartland, shingles	Grey
Signage	Wood Engraved Sign	Brown/Black/Grey

PROPOSED STRUCTURE:



Site Plan –

- **Commercial Use** – The structure will serve as a ticket office for boat tours leaving from the marina. This is a permissible use in the industrial waterfront zoning district under marine recreation or retail.
- **Mechanical** – There is no electric, mechanical, or plumbing needs for this structure.
- **Parking** – There are no parking requirements for this structure. Located between the marina and the existing parking lot, no additional parking needs to be added to accommodate this change.
- **Orientation** – The office will be oriented toward the marina, like the existing ticket booth in this area.

Elevations –

- **Scale** – The structure is approximately 80 square feet and is appropriate for the proposed function of ticket sales on the waterfront.
- **Height** – The structure’s height is permissible at approximately 10 feet.
- **Materials** – The materials for the ticket booth are appropriate for new construction in the historic district and address the needs of the applicant.
- **Foundation** – The foundation will be treated 2 x 4 floor framing.
- **Windows** – The windows are not on the approved list because this is a prefabricated ticket office.
- **Doors** – The doors is appropriate for new construction.

STAFF RECOMMENDATION:

Staff finds that the requested action, as presented, is consistent with the Comprehensive Plan, the Land Development Code, CRA Design Guidelines, and the Historic District Design Guidelines.

Staff recommendation:

FINAL Approval of HDC 2025-0015

MOTION TO CONSIDER:

I move to **approve or deny** case number HDC 2025-0015 **with or without** conditions;

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

That HDC case HDC 2025-0015, as presented, **is or is not** substantially compliant with the Land Development Code, CRA Design Guidelines, and the Historic District Design Guidelines to warrant FINAL approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 HDC 2025-0015 Combined Application Materials

Historic District Council (HDC) Certificate of Approval (COA) Application - Submission #16647

Date Submitted: 7/10/2025

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

USE THIS FORM TO Apply for BOARD approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA) AND STAFF-LEVEL review for EXTERIOR PAINT and INSTLLATION OF PERVIOUS PAVERS projects ONLY.

NOTE: All other STAFF-LEVEL approvals (i.e, fence, right-of-way, roof) and smaller STAFF-LEVEL project reviews can be submitted with your building permit where reviews will be performed and cost will be assessed simultaneously.

Fees

- | | |
|---|---|
| ☐ Certificate of Approval (COA): Staff Review \$25 | ☐ Demolition of a Primary Structure – Contributing \$7,500 |
| ☐ Certificate of Approval (COA): Board Review - Residential Single Family) \$250 | ☐ After-the-Fact Certificate of Approval (COA): Staff Review \$100 |
| ☒ Certificate of Approval (COA): Board Review - Commercial/Multi-Family/2 or more Residential Units/Mixed Use \$400 | ☐ After-the-Fact Certificate of Approval (COA): Board Review \$1,500 |
| ☐ Demolition of a Primary Structure – Non-Contributing \$1,500 | ☐ Amendment to Previously Approved COA - First Amendment Free, Subsequent Amendments = 1/2 cost of original fees |

Basis for Review

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

2025 Submission Deadlines + Board Meetings Calendar

Application Deadline (4:30pm)	Nov 07 2024	Dec 05 2024	Jan 09 2025	Feb 06 2025	Mar 06 2025	Apr 03 2025	May 08 2025	June 05 2025	July 10 2025	Aug 07 2025	Sep 04 2025	Oct 09 2025	Nov 06 2025	Dec 04 2025
Meeting Date	Dec 19 2024	Jan 16 2025	Feb 20 2025	Mar 20 2025	Apr 17 2025	May 15 2025	June 26 2025	July 17 2025	Aug 21 2025	Sep 18 2025	Oct 16 2025	Nov 20 2025	Dec 18 2025	Jan 15 2026

In observance of Juneteenth on June 19, the HDC meeting is moved up to June 26.

IMPORTANT NOTES

Conceptual Approvals

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

Pre-Application Meeting

To guide you through the process and to ensure that your application is properly processed, you'll need to meet with the Preservation Planner prior to submitting your application. The application must be submitted at least 42 days before the scheduled meeting to allow time for review. Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, right-of-way, or zoning permit (if required).

Application Requirements

For Staff Approval or Final Approval by the Board the following application materials **must** be submitted. Please be sure to upload all necessary documents pertaining to your COA request to your COA application or permit application.

**Note on Elevation Requirements: Elevations must include specific material and detail information with call outs that define all visible exterior elements, such as (but not limited to): wall finishes, foundation wall finish, corner-boards, water-tables, barge-boards, cornice trim, door trim, window trim, column elements, railings, roof fascia, balcony trim elements, supporting/decorative brackets, gable end decorative elements, shutters, roof finishes, chimney finish, privacy fences, picket fences, gates, utility yard screens, gazebos, outdoor shower screens, etc. Provide specific detail views of features that cannot be called out with notes on the elevations. Examples include porch details, pier elements, lattice infill components, soffit and cornice trim detailing, etc.*

- ☐ A complete/ signed application;
- ☐ Proof of Ownership (copy of deed or tax statement);
- ☐ A current survey of the property, for new construction and any change to existing footprint. (no older than two years);
- ☐ Scaled site plan of the proposed work, including lot dimensions, setbacks, finished floor elevations, and any changes as a result of proposed building footprints;
- ☐ Site plan must show all trees greater than 5" diameter at breast height (DBH) and indicate any trees that are to be removed as part of the scope of work;
- ☐ Scaled elevations & plans*;
- ☐ Elevations and/or site plan must show all proposed mechanical and plumbing equipment (HVAC, hood vents, backflow preventers, etc.) All rooftop mechanical equipment shall be screened from view to adjacent properties and rights-of-way by utilizing parapets or other screening elements that are integrated into the overall architecture of the structure and constructed using materials and methods that are consistent with those used on the building.
- ☐ Photographs of the existing site and existing buildings if any, including views from the street;
- ☐ Context elevations, drawings, and photos for entire blockface when proposing any new structures;
- ☐ Product/material details and specifications, including brochures or printouts, for any proposed material as applicable and not limited to: doors, windows, roofing, exterior fabric,
- ☐ For Additions to Historic Structures: Provide detailed connection plans, photos of existing walls (inside and outside) and details for the connection along with any reuse of existing materials;
- ☐ Any additional backup materials, as necessary;
- ☐ If applying as an agent, Owner's Authorization for Agent Representation form must be signed/ notarized and submitted as part of the application;
- ☐ For window replacement, a Window Survey must be completed by a design professional other than as window sales representative.

fascia/trim, shutters, fencing,
sidewalk/driveway, landscaping,
foundation, porch/deck, sheds, and
proposed colors for ALL surfaces to be
painted/stained/treated;

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

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

The LDC is Available for Review at

www.fbfl.us/LDC

Appeals

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

PROJECT TYPE*

New Construction



APPROVAL TYPE*

Board Approval: Final



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

Previously Approved Case #

HDC YYYY-##

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

Yes

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

7/9/2025

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

[HDC Pre-Application Meeting Request](#)

PROPERTY INFORMATION

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

Historic District*

Waterfront Community Redevelopment Area (CRA)

Site Address*

1 North Front St

City*

Fernandina Beach

State*

FL

Zip Code*

32034

Parcel ID #(s)*

00-00-31-1760-0001-0010

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

YES

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

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name*

City

Last Name*

of Fernandina Beach

Mailing Address*

204 Ash st.

City*

Fernandina Beach

State*

FL

Zip Code*

32034

Telephone Number*

904-277-7300

E-mail Address*

info@fbfl.org

OWNER'S AGENT

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

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

Yes

First Name*

erik

Last Name*

anderson

Company (if applicable)

amelia island pirate voyages

Street Address

3 south front st.

City

fernandina beach

State

fl

Zip

32034

Telephone Number

5616993391

E-mail Address

ahoy@ameliaislandpiratevoyages.com

Project Description*

Amelia Island Pirate Voyages respectfully submits this proposal for the installation of a temporary ticket office structure, approximately 10 feet by 8 feet (80 square feet), to serve as a customer service and booking point for our family-friendly pirate-themed boat tours. Our vessel, the Flying Dutchman, is Coast Guard-inspected and licensed to carry up to 49 passengers on multiple voyages daily, seven days a week. Our vessel is moored at B Dock which is directly west of the proposed ticket office location.

Purpose of the Temporary Structure

- Centralized location for ticket sales / check in
- Improve guest experience
- Enhance operational logistics and alleviate confusion with other tour operator ticketing offices

Structure Overview

Size: approximately 10' x 8' (80sq ft)

Design: Nautical/-themed exterior with Dark base and accents

Materials: High-quality prefab with service window

Exterior Color: Westchester Gray SW2849

Utilities: Minimal electric, no plumbing

Placement: Near 1 North Front Street

Mobility: Fully removable

All materials are described in the manufacture engineering drawings attached.

The proposed location is adjacent to the Amelia Island River Cruise ticket office which services that large group tour operations as well.

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

Design Vision Statement*

The architectural style of the proposed temporary ticket office will conform with the waterfront style and theme. We have chosen a design with the smallest footprint and height to have minimal impact on the surrounding area.

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

Requirements for Demolition Applications

Per LDC 8.03.03.01

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

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

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

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

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

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

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

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

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

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

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

MATERIALS

List all proposed materials and colors, as applicable. If you are not filling this out, you MUST provide a detailed list separately that includes all required information as described in the following fields. A separate form can be uploaded or emailed directly to Mia Sadler.

EXTERIOR FABRIC

Manufacturer

N/A

Product Description

N/A

Color

N/A

(Name/Number)

DOORS

Manufacturer

Heartland

Product Description

Single 32" x 70"

Include FL Product Approval # for Windows and Doors

Color

Polished Mahogany
sw2838

(Name/Number)

WINDOWS

Manufacturer

Heartland

Product Description

single 62"x37" Bar window

Include FL Product Approval # for Windows and Doors

Color

Polished Mahogany
sw2838

(Name/Number)

ROOFING

Manufacturer

Heartland

Product Description

Architectural shingles with lifetime warranty

Color

Grey

(Name/Number)

FASCIA/TRIM

Manufacturer

LP Smart Side

Product Description

Highly durable LP® SmartSide® protects against hail, wind, moisture, and decay.

Color

Polished Mahogany
sw2838

(Name/Number)

FOUNDATION

Manufacturer

Heartland

Product Description

Pressure Treated Wood

Color

Brown

(Name/Number)

SHUTTERS

Manufacturer

N/A

Product Description

N/A

Color

N/A

(Name/Number)

PORCH/DECK

Manufacturer

N/A

Product Description

N/A

Color

N/A

(Name/Number)

FENCING

Manufacturer

N/A

Product Description

N/A

Color

N/A

(Name/Number)

DRIVEWAYS/SIDEWALKS

Manufacturer

N/A

Product Description

N/A

Color

N/A

(Name/Number)

SIGNAGE

Manufacturer

undetermined

Product Description

Wood Engraved Sign

Color

Brown/Gray/Black

(Name/Number)

OTHER

Manufacturer

N/A

Product Description

N/A

Color

N/A

(Name/Number)

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

Upload 1

Proposed Amelis Island Pirate Voyages Ticket Booth.png

Upload 2

17280 FB MARINA (2020 UPDATE) Survey Page 2 with Proposed Ticket Booth in Red.pdf

Upload 3

Amelia_Island_Pirate_Voyages_Proposed_Ticket_Booth.pdf

Upload 4

No file chosen

Upload 5

Picture4.png

Upload 6

10x8 Pentwater Const Dwg Copy.pdf

Upload 7

No file chosen

Upload 8

No file chosen

Upload 9

No file chosen

Upload 10

No file chosen

Upload 11

No file chosen

Upload 12

No file chosen

Certification*

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

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

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

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

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

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

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

Applicant First Name*

erik

Applicant Last Name*

anderson

Today's Date*

7/10/2025



DEPARTMENT OF PLANNING & CONSERVATION

204 Ash Street | Fernandina Beach Florida 32034 | Contact: Mia Sadler at 904 310-3488 |
www.fbfl.us/planning

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

Proposal for Temporary Ticket Office

Submitted to: City of Fernandina Beach, Florida

Submitted by: Amelia Island Pirate Voyages

Date: 5/22/2025

Introduction

Amelia Island Pirate Voyages respectfully submits this proposal for the installation of a temporary ticket office structure, approximately 10 feet by 10 feet (100 square feet), to serve as a customer service and booking point for our family-friendly pirate-themed boat tours. Our vessel, the *Flying Dutchman*, is Coast Guard-inspected and licensed to carry up to 49 passengers on multiple voyages daily, seven days a week.

Purpose of the Temporary Structure

- Centralized location for ticket sales / check in
- Improve guest experience
- Enhance operational logistics and alleviate confusion with other tour operator ticketing offices

Structure Overview

Size: approximately 10' x 10' (100 sq ft)

Design: Nautical/pirate-themed exterior with Dark base and accents

Materials: High-quality prefab with service window

Utilities: Minimal electric, no plumbing

Placement: Near 1 North Front Street

Mobility: Fully removable

Community Impact and Benefits

- Supports tourism and local commerce
- Aesthetic enhancement
- No negative environmental impact
- Compliance with local ordinances

Operational Commitment

- Consistent hours with local businesses
- On-site staff presence

- Regular maintenance
- Full cooperation with city requirements

Conclusion

We respectfully request permission to place a temporary ticket office to enhance the Fernandina Beach waterfront experience. Renderings, sample images and proposed location map are included below.

Proposed Ticket Office Samples



Proposed Location Map



Red Box indicated Amelia River Cruise Temporary Office Location.

Black Box is proposed temporary Amelia Island Pirate Voyages Ticket Office



Image above shows the location of the Amelia Island Pirate Voyages vessel the “Flying Dutchman”, the proposed ticket office and the location of the Amelia River Cruise Ticket Office.

Contact Information:

Amelia Island Pirate Voyages

3 South Front Street

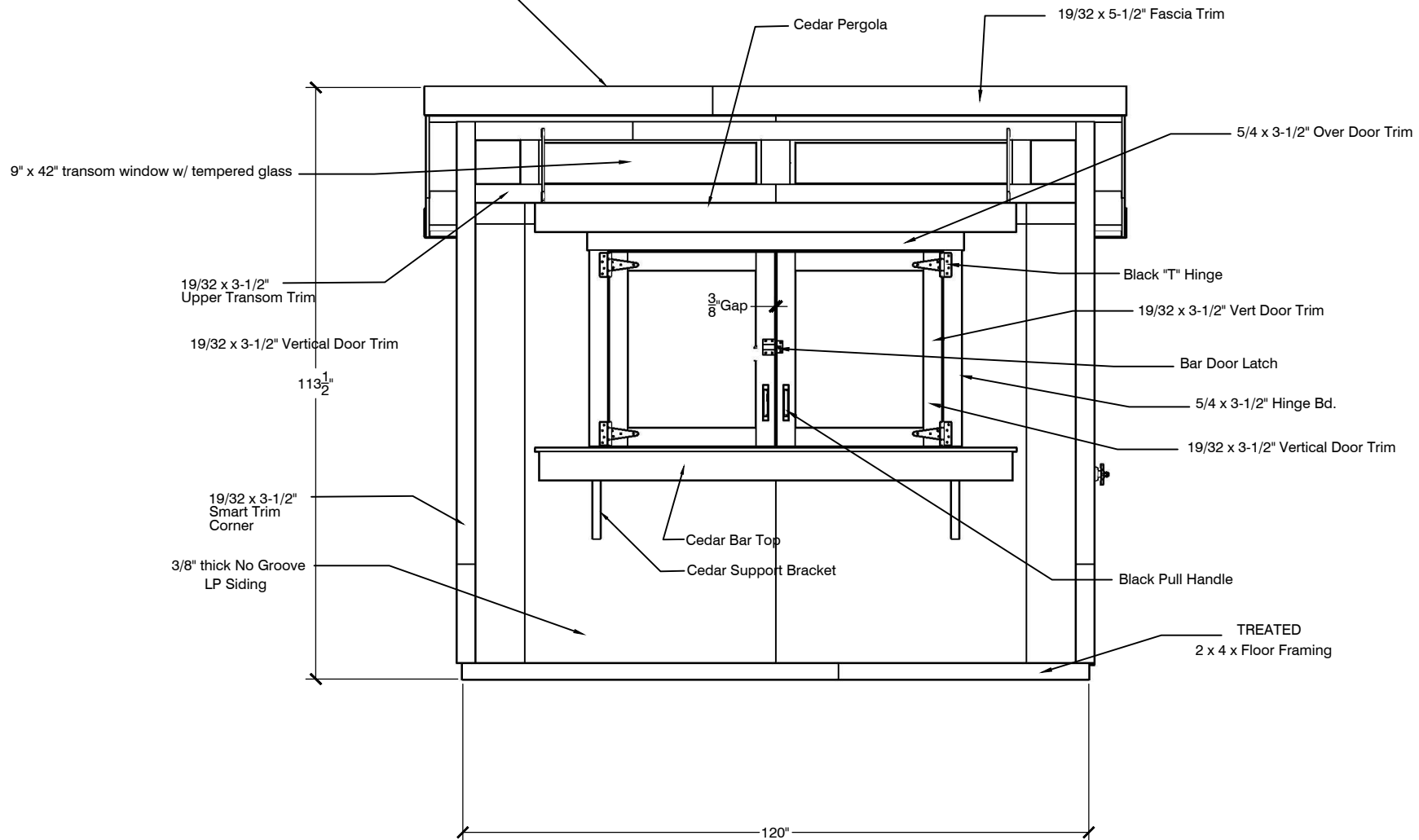
Fernandina Beach, FL 32034

ahoy@ameliaislandpiratevoyages.com

www.ameliaislandpiratevoyages.com



FIBERGLASS SHINGLES
 SECURE SHINGLES TO ROOF
 DECKING w/ (4) 1-1/4" ROOFING NAILS
 *** NOT INCLUDED WITH KIT ***



FRONT ELEVATION w/ BAR DOOR

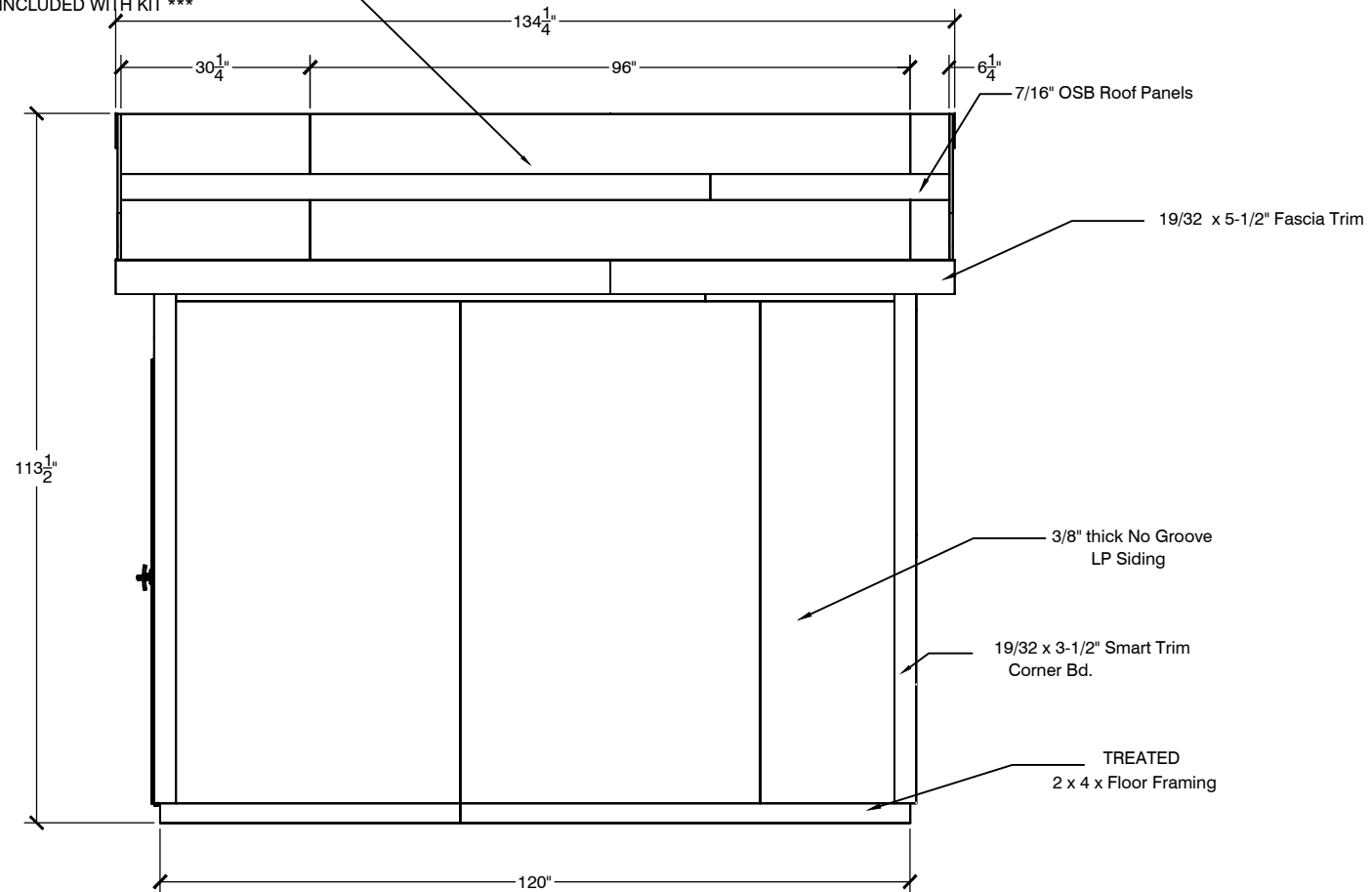
ITEM # 33083



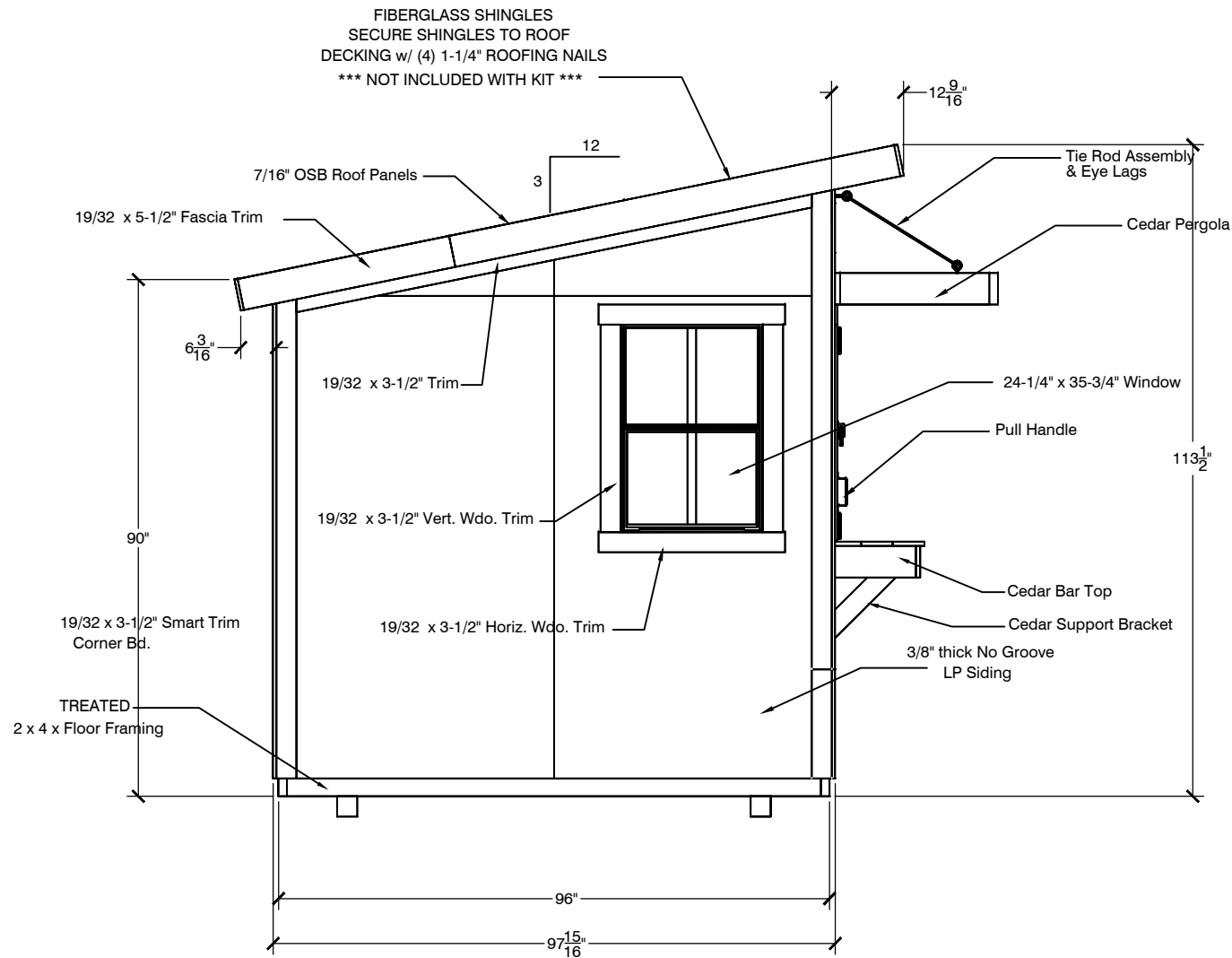
**10' x 8' PENTWATER
 ELEVATIONS**

SIZE: A	ADDRESS: 1000 Terres Drive Monroe, MI 48162	DWG BY: Ken Sutter	Last Revision: April 23, 2025
SCALE: As Noted	SHEET 1 of 11		

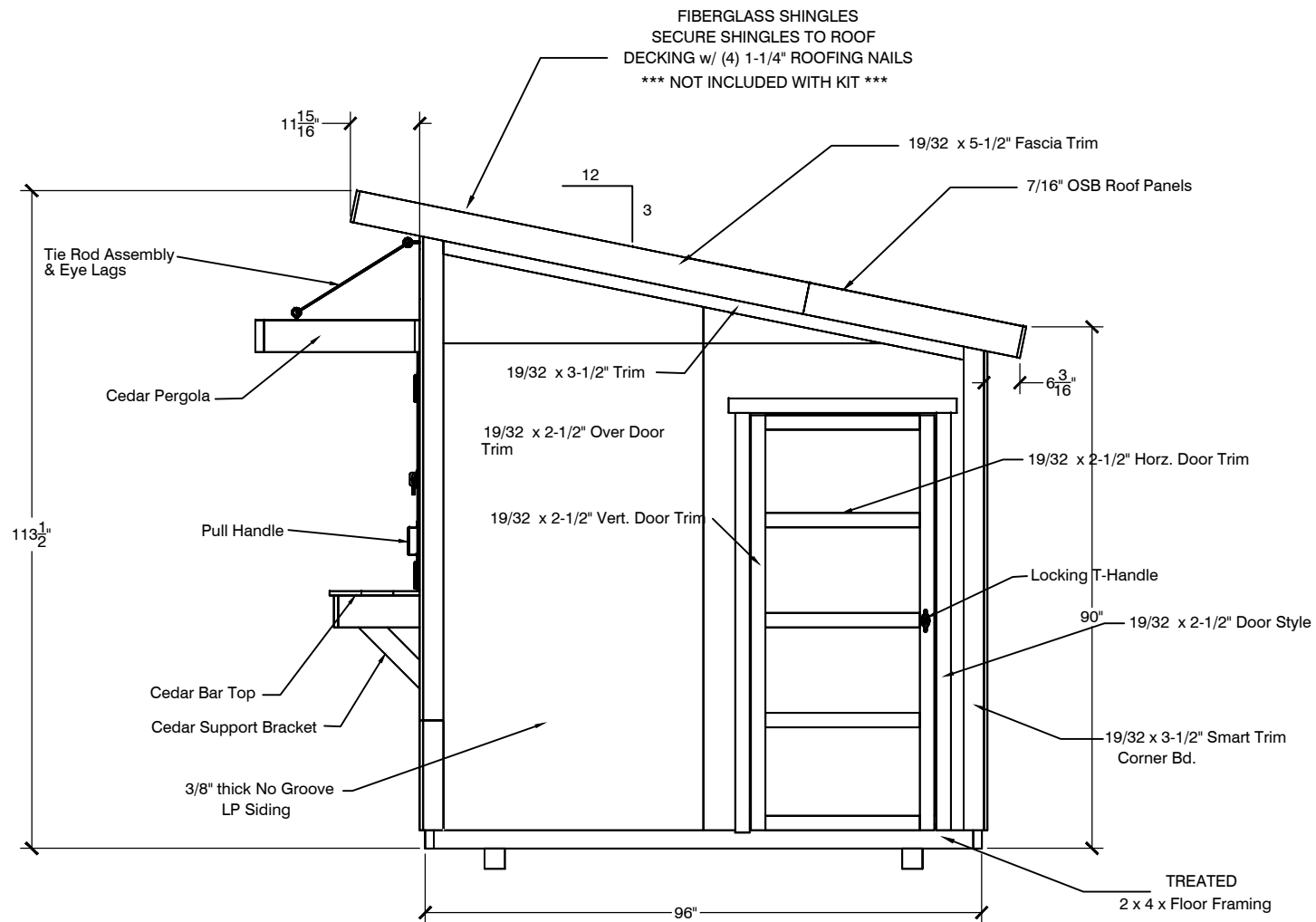
FIBERGLASS SHINGLES
 SECURE SHINGLES TO ROOF
 DECKING w/ (4) 1-1/4" ROOFING NAILS
 *** NOT INCLUDED WITH KIT ***



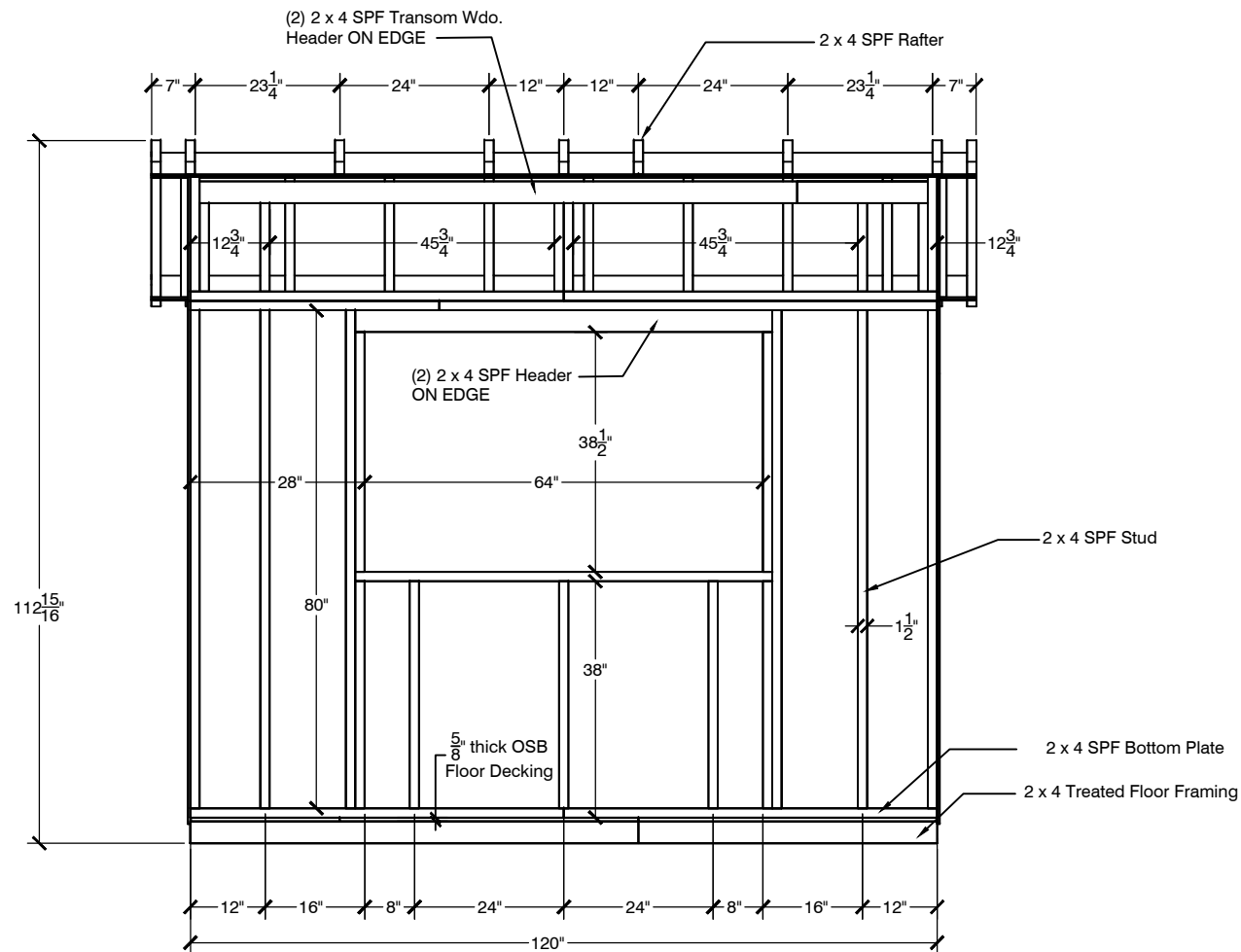
REAR ELEVATION



SIDE ELEVATION w/ WINDOW



GABLE ELEVATION w/ DOOR



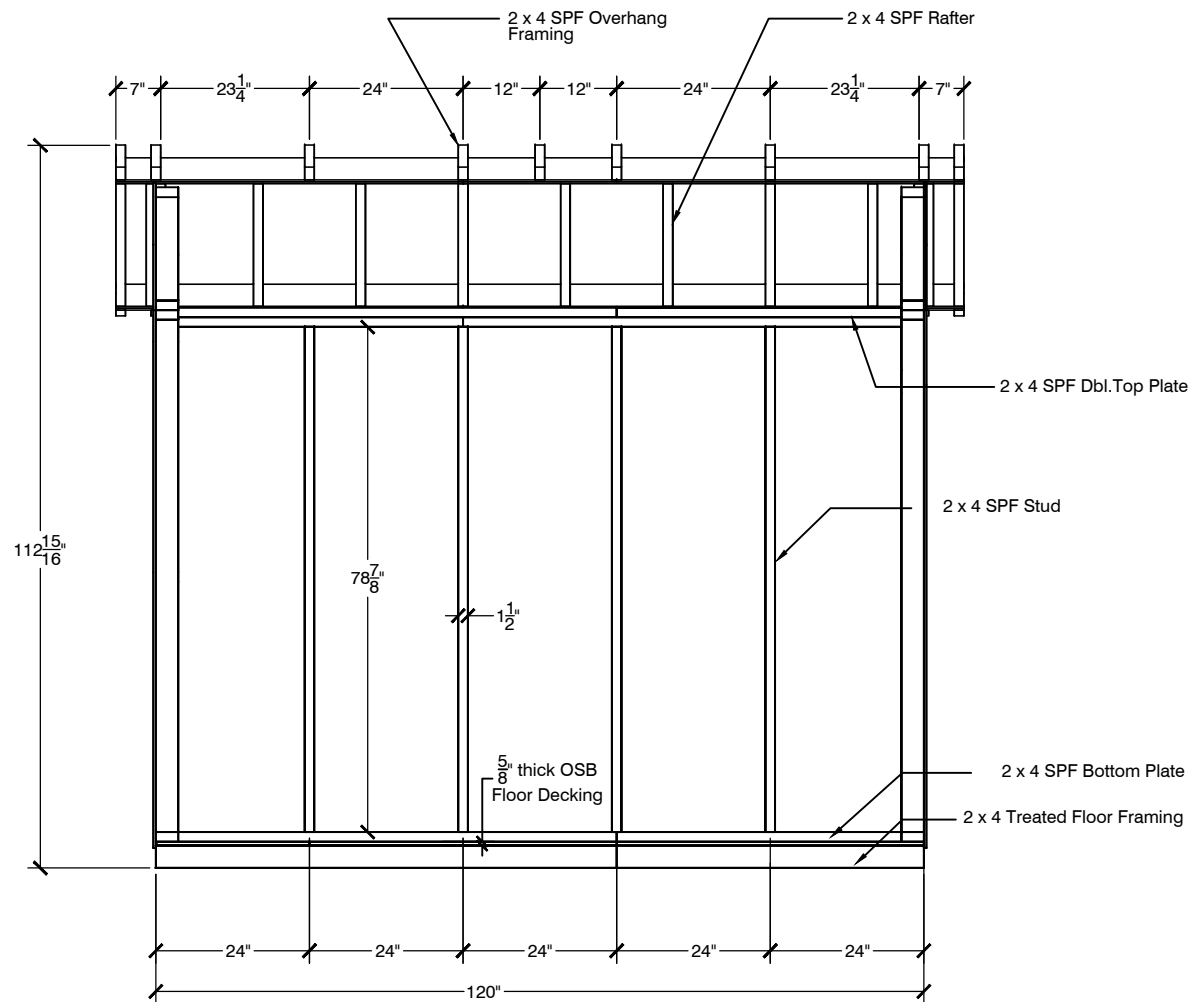
FRONT WALL FRAMING

ITEM # 33083



**10' x8' PENTWATER
FRAMING EAVE**

SIZE: A	ADDRESS: 1000 Ternes Drive Monroe, MI 48162	DWG BY: Ken Sutter	Last Revision: April 29, 2015
SCALE: As Noted	SHEET 5 of 11		



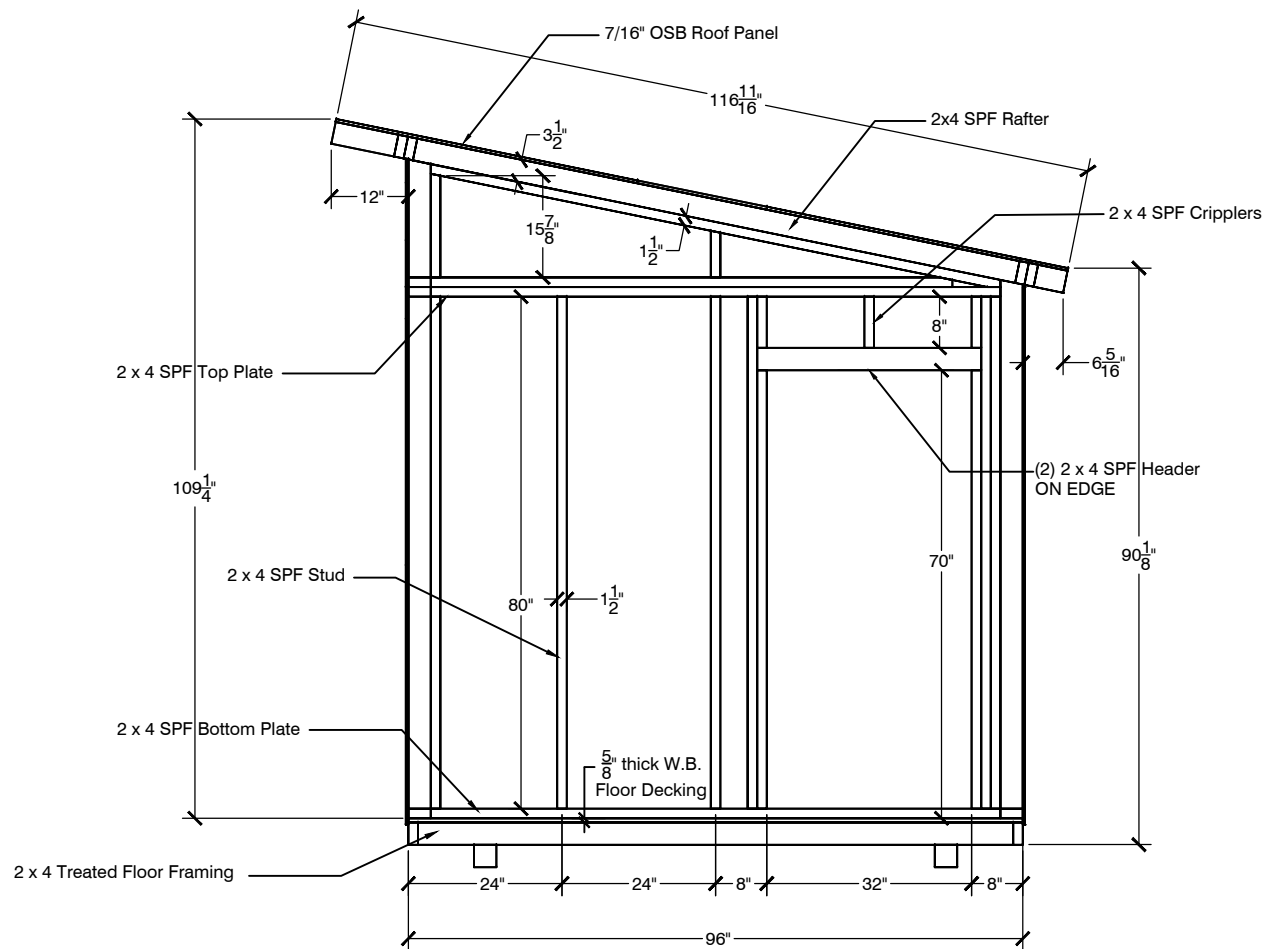
REAR WALL FRAMING

ITEM # 33083



10' x 8' PENTWATER
FRAMING EAVE WITH DOOR

SIZE: A	ADDRESS: 1000 Ternes Drive Monroe, MI 48162	DWG BY: Ken Sutter	Last Revision: April 23, 2025
SCALE: As Noted	SHEET 6 of 11		



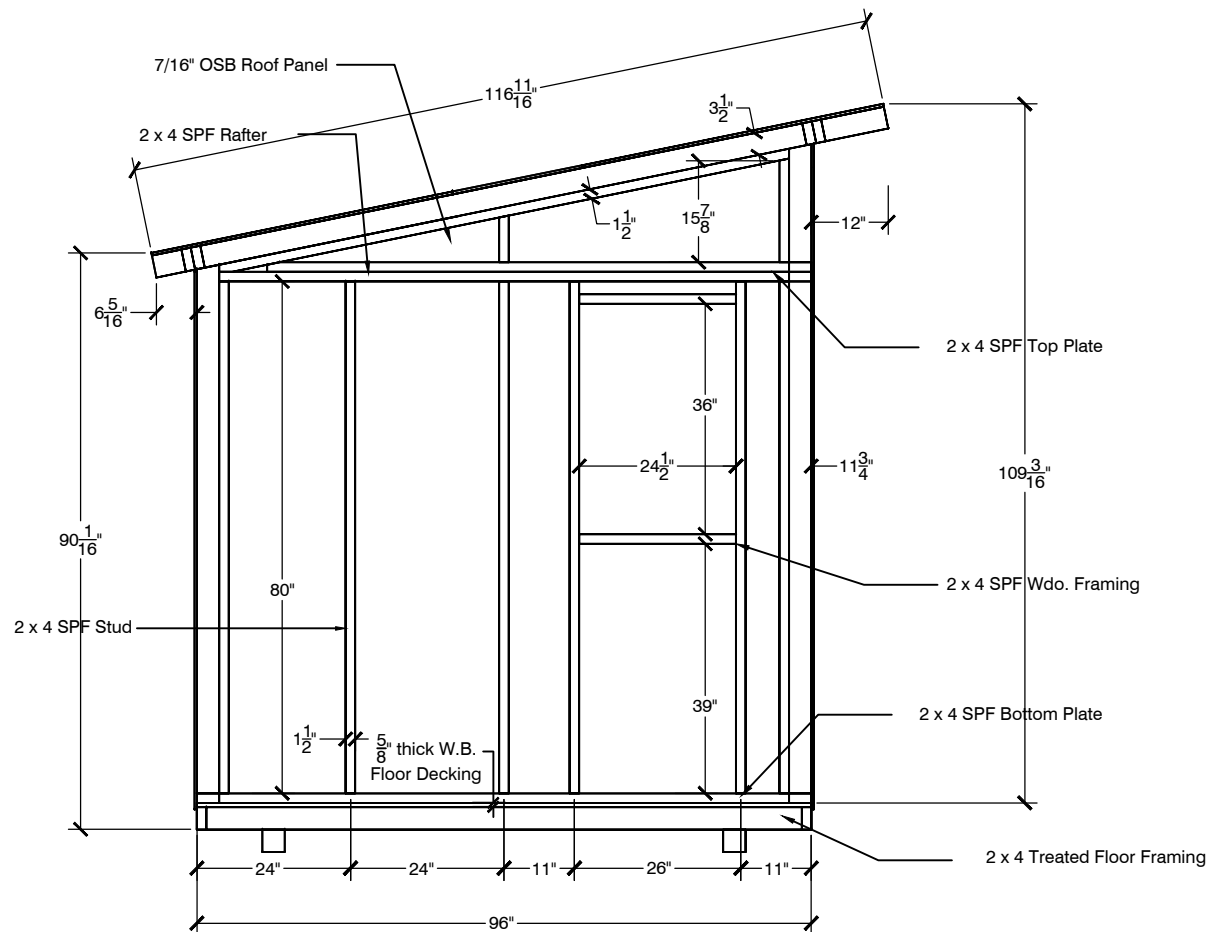
GABLE WALL FRAMING w/ DOOR

ITEM # 33083



**10' x8' PENTWATER
FRAMING GABLE w/ WINDOW**

SIZE: A	ADDRESS: 1000 Ternes Drive Monroe, MI 48162	DWG BY: Ken Sutter	Last Revision: April 23, 2025
SCALE: As Noted	SHEET 7 of 11		



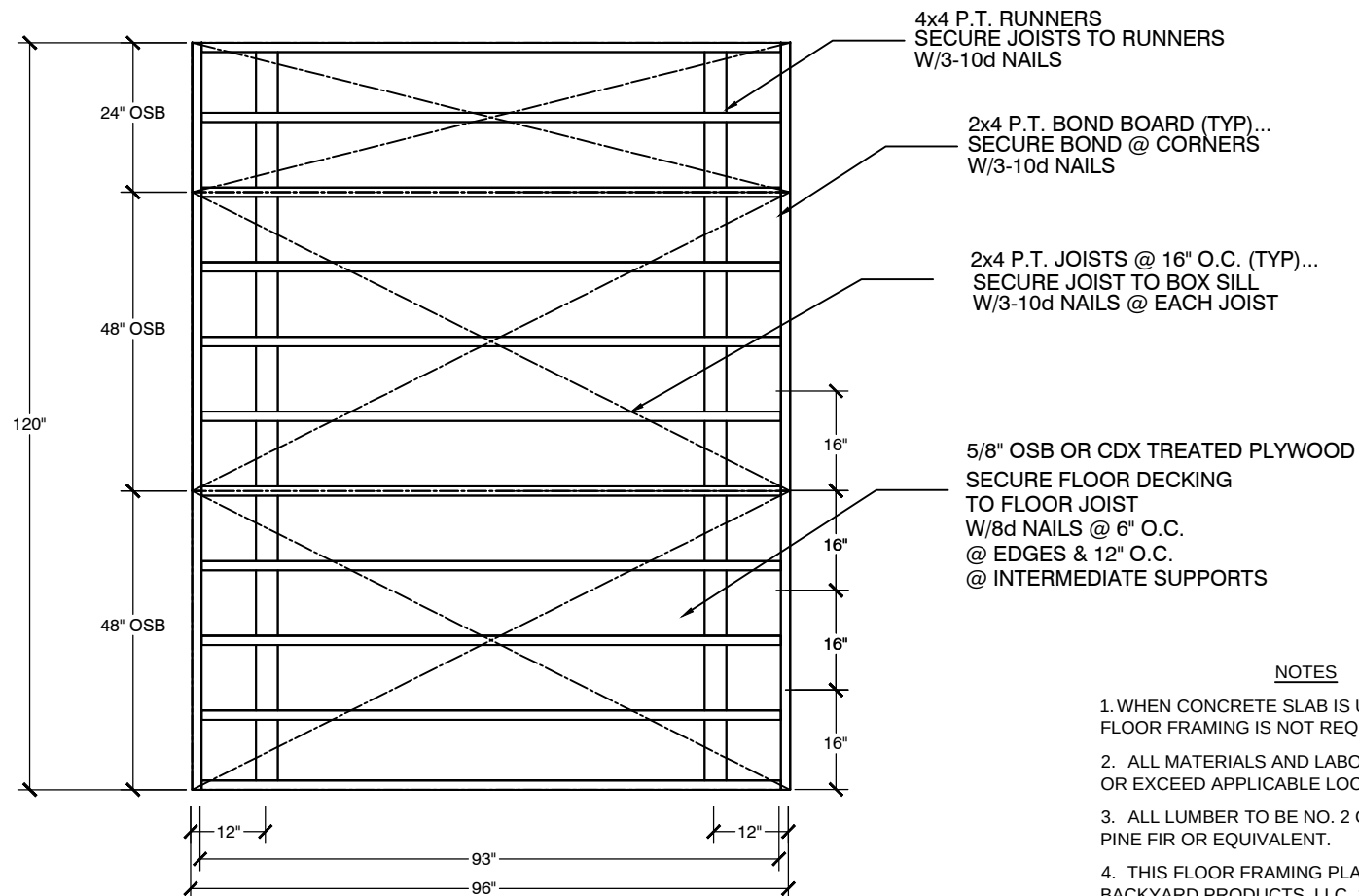
GABLE WALL FRAMING w/ WINDOW

ITEM # 33083



**10' x8' PENTWATER
FRAMING GABLE**

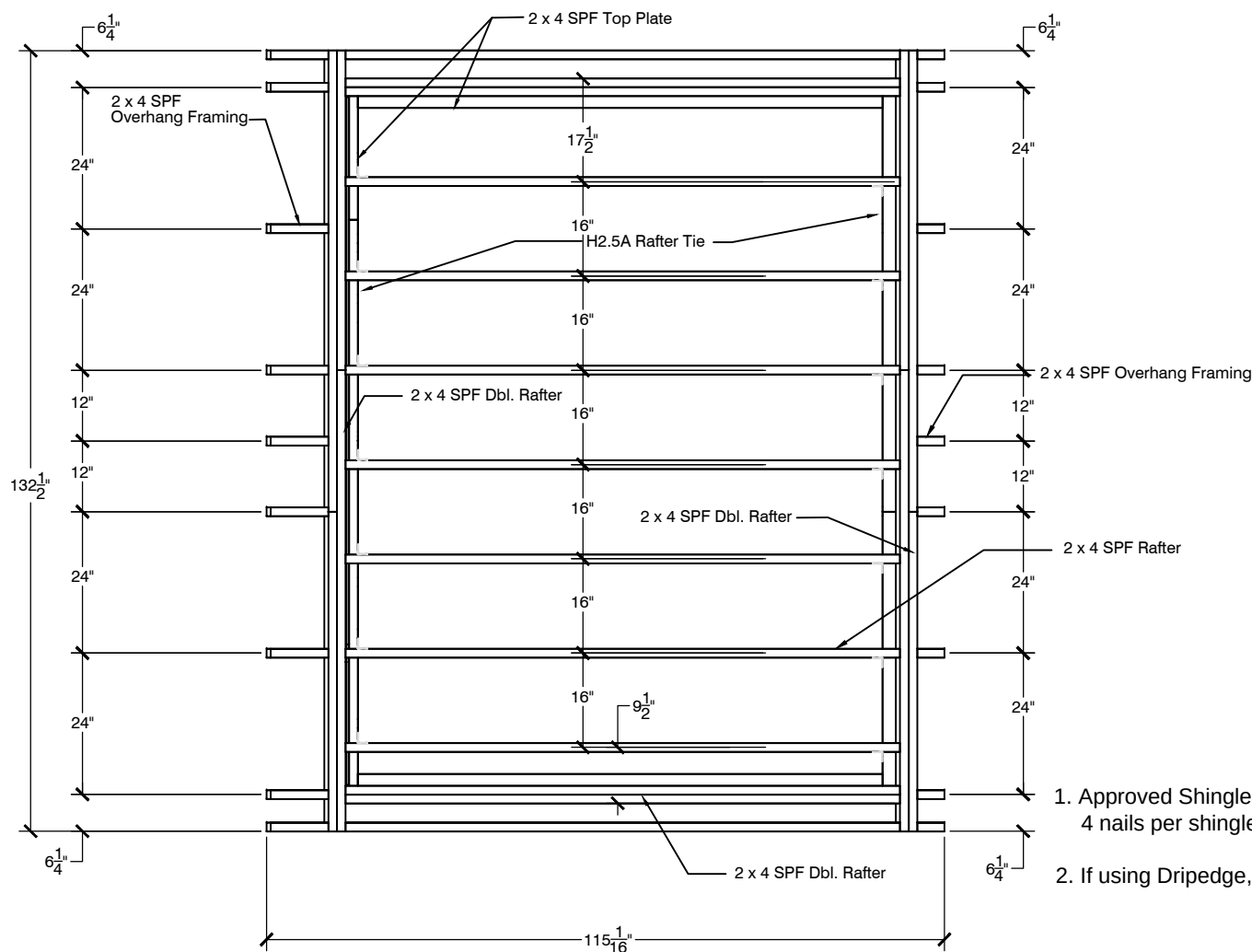
SIZE: A	ADDRESS: 1000 Terres Drive Monroe, MI 48162	DWG BY: Ken Sutter	Last Revision: April 23, 2025
SCALE: As Noted	SHEET 8 of 11		



WOOD FLOOR FRAMING

NOTES

1. WHEN CONCRETE SLAB IS USED, THIS FLOOR FRAMING IS NOT REQUIRED
2. ALL MATERIALS AND LABOR SHALL MEET OR EXCEED APPLICABLE LOCAL CODES.
3. ALL LUMBER TO BE NO. 2 GRADE SPRUCE PINE FIR OR EQUIVALENT.
4. THIS FLOOR FRAMING PLAN IS FOR THE BACKYARD PRODUCTS, LLC. 10' x 8' WIDE PENTWATER BUILDING
5. IN THE EVENT OF A DIMENSIONAL OR MATERIAL DISCREPANCY, NOTIFY BACKYARD PRODUCTS, LLC.

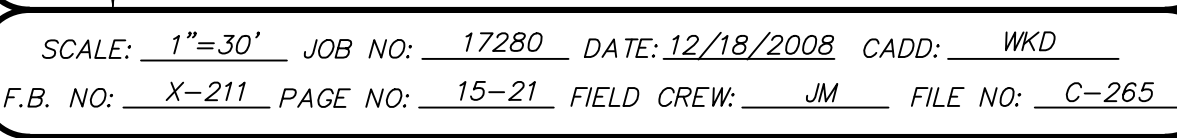


ROOF FRAMING PLAN

NOTES:

1. Approved Shingles installed per manufactures instructions with 4 nails per shingle
2. If using Dripedge, it must overlap 2" and be nailed every 12" max.







8'6"

9'6"

8'

10'





HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2025-0016
AUGUST 28, 2025

Owner/Applicant:	Mark Akins, agent for Nicole Jamieson
Property Address:	17 S 8 th Street
Parcel ID #	00-00-31-1800-0042-0060
Current zoning:	C-3
FLUM land use category:	Central Business District
Existing uses on the site:	Outdoor retail
FL Master Site File #	N/A
Year Built:	1948
Contributing Status:	Non- Contributing
Requested action:	Certificate of Approval (COA) to construct a 12' x 24' and approximately 10'6" tall pergola on a poured concrete pad. <i>(Quasi-Judicial)</i>

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

17 S 8th Street

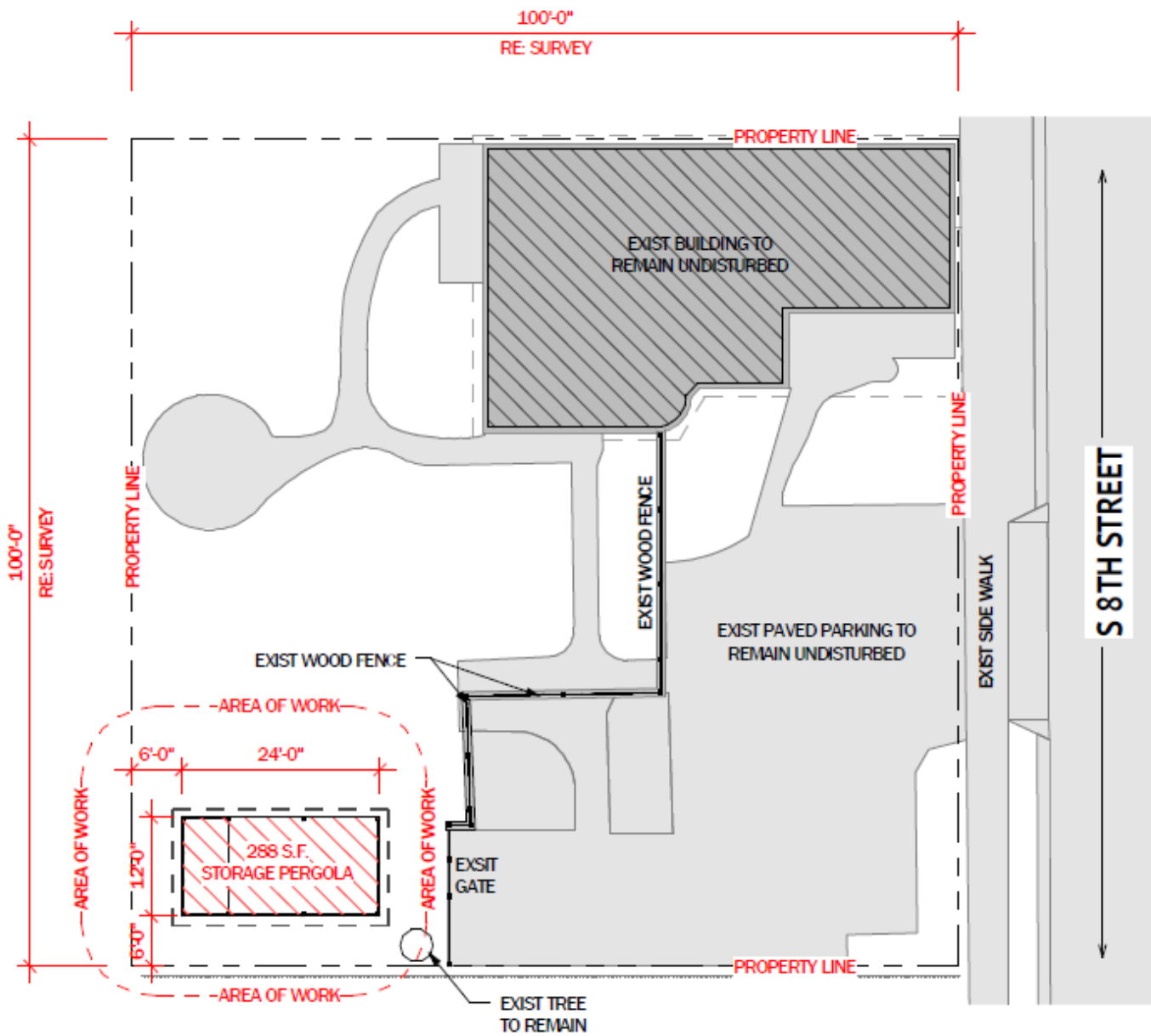


SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

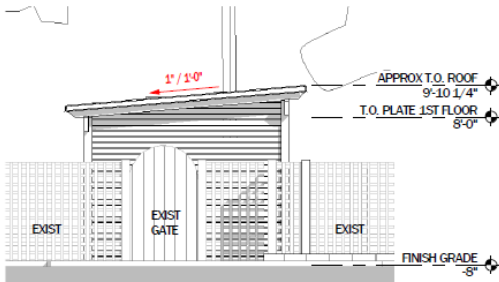
The applicant is requesting a Certificate of Approval (COA) to construct a 12' x 24' and approximately 10'6" tall pergola on a poured concrete pad.

Design Goal by Applicant: The new pergolas will be positioned behind the existing privacy fence and will incorporate individual privacy screening to ensure that the stored items remain concealed from view from the street. They will be stained to match the existing wooden fence, thereby facilitating a seamless integration into the background and minimizing any visual impact.

Site Plan:

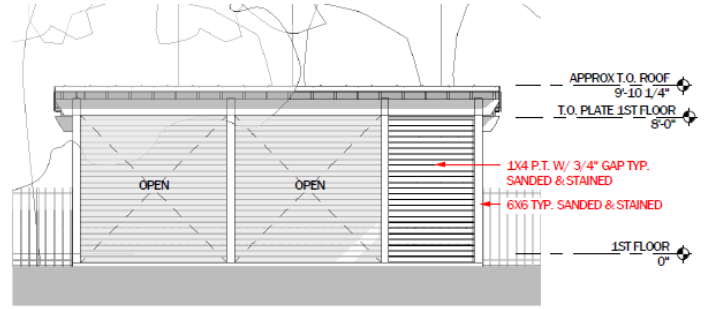


Elevations:



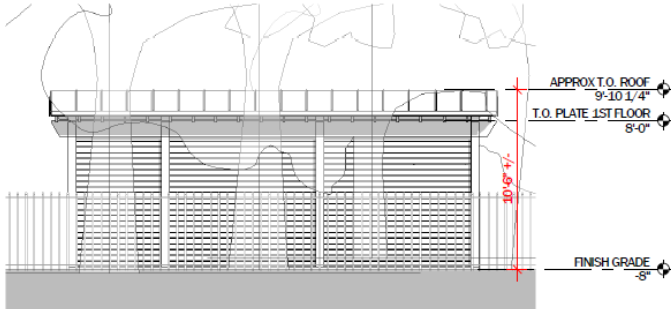
EAST ELEVATION

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



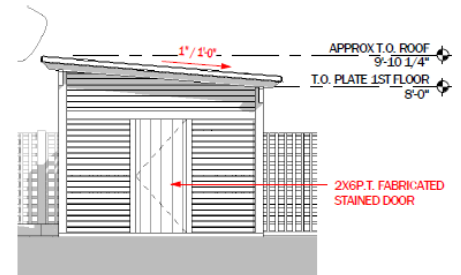
NORTH ELEVATION

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



SOUTH ELEVATION

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



WEST ELEVATION (STREET)

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

APPLICABLE GUIDELINES:

[CITY OF FERNANDINA BEACH COMPREHENSIVE PLAN](#)

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

[CITY OF FERNANDINA BEACH DOWNTOWN DESIGN GUIDELINES](#)

SECRETERY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

1. **A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**
Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
2. **The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.**
Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
3. **Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.**
Findings: *Complies* ☒ *Does not Comply* ☐ *N/A* ☐
4. **Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.**
Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
5. **Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.**
Findings: *Complies* ☐ *Does not Comply* ☐ *N/A* ☒
6. **Deteriorated historic features shall be repaired rather than replaced. Where the severity of**

deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

Findings: Complies ☐ Does not Comply ☐ N/A ☒

7. **Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.**

Findings: Complies ☐ Does not Comply ☐ N/A ☒

8. **Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.**

Findings: Complies ☒ Does not Comply ☐ N/A ☐

9. **New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.**

Findings: Complies ☒ Does not Comply ☐ N/A ☐

10. **New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**

Findings: Complies ☒ Does not Comply ☐ N/A ☐

ANALYSIS:

PROPOSED MATERIALS		
	Type/Material/Brand	Color
Exterior Fabric	Pressure treated wood	Stained- Cottage Grey
Doors	Pressure treated wood prefabricated door	Stained- Cottage Grey
Roofing	Metal roof to match existing	Match existing
Foundation	Poured Concrete Slab	N/A

Materials for the pergola are appropriate for new construction in the historic district. The structure will allow kayaks and other outdoor recreation goods to be stored without being seen from the street. The pergola will be entirely separate from the contributing structure and can be removed in the future without damaging the integrity of the main structure. The LDC does not establish standard for this type of structure and is treated as landscape improvement.

STAFF RECOMMENDATION:

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

Staff recommendation:

APPROVAL of HDC 2025-0016

MOTION TO CONSIDER:

I move to **approve or deny** case number HDC 2025-0016 **with or without** conditions;

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

That HDC case HDC 2025-0016, as presented, is or is not substantially compliant with the Comprehensive Plan, Land Development Code, the Secretary of the Interior’s Standards, and the Historic District Design Guidelines to warrant **FINAL** approval at this time.

LIST OF EXHIBITS:

EXHIBIT 1 Combined Application Materials

Print

Historic District Council (HDC) Certificate of Approval (COA) Application - Submission #16652

Date Submitted: 7/10/2025

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

USE THIS FORM TO Apply for BOARD approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA) AND STAFF-LEVEL review for EXTERIOR PAINT and INSTLLATION OF PERVIOUS PAVERS projects ONLY.

NOTE: All other STAFF-LEVEL approvals (i.e, fence, right-of-way, roof) and smaller STAFF-LEVEL project reviews can be submitted with your building permit where reviews will be performed and cost will be assessed simultaneously.

Fees

- | | |
|--|---|
| ☐ Certificate of Approval (COA): Staff Review \$25 | ☐ Demolition of a Primary Structure – Contributing \$7,500 |
| ☒ Certificate of Approval (COA): Board Review - Residential Single Family) \$250 | ☐ After-the-Fact Certificate of Approval (COA): Staff Review \$100 |
| ☐ Certificate of Approval (COA): Board Review - Commercial/Multi-Family/2 or more Residential Units/Mixed Use \$400 | ☐ After-the-Fact Certificate of Approval (COA): Board Review \$1,500 |
| ☐ Demolition of a Primary Structure – Non-Contributing \$1,500 | ☐ Amendment to Previously Approved COA - First Amendment Free, Subsequent Amendments = 1/2 cost of original fees |

Basis for Review

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

2025 Submission Deadlines + Board Meetings Calendar

Application Deadline (4:30pm)	Nov 07 2024	Dec 05 2024	Jan 09 2025	Feb 06 2025	Mar 06 2025	Apr 03 2025	May 08 2025	June 05 2025	July 10 2025	Aug 07 2025	Sep 04 2025	Oct 09 2025	Nov 06 2025	Dec 04 2025
Meeting Date	Dec 19 2024	Jan 16 2025	Feb 20 2025	Mar 20 2025	Apr 17 2025	May 15 2025	June 26 2025	July 17 2025	Aug 21 2025	Sep 18 2025	Oct 16 2025	Nov 20 2025	Dec 18 2025	Jan 15 2026

In observance of Juneteenth on June 19, the HDC meeting is moved up to June 26.

IMPORTANT NOTES

Conceptual Approvals

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

Pre-Application Meeting

To guide you through the process and to ensure that your application is properly processed, you'll need to meet with the Preservation Planner prior to submitting your application. The application must be submitted at least 42 days before the scheduled meeting to allow time for review. Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, right-of-way, or zoning permit (if required).

Application Requirements

For Staff Approval or Final Approval by the Board the following application materials **must** be submitted. Please be sure to upload all necessary documents pertaining to your COA request to your COA application or permit application.

**Note on Elevation Requirements: Elevations must include specific material and detail information with call outs that define all visible exterior elements, such as (but not limited to): wall finishes, foundation wall finish, corner-boards, water-tables, barge-boards, cornice trim, door trim, window trim, column elements, railings, roof fascia, balcony trim elements, supporting/decorative brackets, gable end decorative elements, shutters, roof finishes, chimney finish, privacy fences, picket fences, gates, utility yard screens, gazebos, outdoor shower screens, etc. Provide specific detail views of features that cannot be called out with notes on the elevations. Examples include porch details, pier elements, lattice infill components, soffit and cornice trim detailing, etc.*

- ☒ A complete/ signed application;
- ☒ Proof of Ownership (copy of deed or tax statement);
- ☒ A current survey of the property, for new construction and any change to existing footprint. (no older than two years);
- ☒ Scaled site plan of the proposed work, including lot dimensions, setbacks, finished floor elevations, and any changes as a result of proposed building footprints;
- ☒ Site plan must show all trees greater than 5" diameter at breast height (DBH) and indicate any trees that are to be removed as part of the scope of work;
- ☒ Scaled elevations & plans*;
- ☒ Elevations and/or site plan must show all proposed mechanical and plumbing equipment (HVAC, hood vents, backflow preventers, etc.) All rooftop mechanical equipment shall be screened from view to adjacent properties and rights-of-way by utilizing parapets or other screening elements that are integrated into the overall architecture of the structure and constructed using materials and methods that are consistent with those used on the building.
- ☒ Photographs of the existing site and existing buildings if any, including views from the street;
- ☒ Context elevations, drawings, and photos for entire blockface when proposing any new structures;
- ☒ Product/material details and specifications, including brochures or printouts, for any proposed material as applicable and not limited to: doors, windows, roofing, exterior fabric,
- ☐ For Additions to Historic Structures: Provide detailed connection plans, photos of existing walls (inside and outside) and details for the connection along with any reuse of existing materials;
- ☐ Any additional backup materials, as necessary;
- ☒ If applying as an agent, Owner's Authorization for Agent Representation form must be signed/ notarized and submitted as part of the application;
- ☐ For window replacement, a Window Survey must be completed by a design professional other than as window sales representative.

fascia/trim, shutters, fencing,
sidewalk/driveway, landscaping,
foundation, porch/deck, sheds, and
proposed colors for ALL surfaces to be
painted/stained/treated;

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

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

The LDC is Available for Review at

www.fbfl.us/LDC

Appeals

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

PROJECT TYPE*

Addition



APPROVAL TYPE*

Board Approval: Final



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

Previously Approved Case #

HDC YYYY-##

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

No



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

mm/dd/yyyy

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

[HDC Pre-Application Meeting Request](#)

PROPERTY INFORMATION

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

Historic District*

Downtown



Site Address*

17 S 8TH ST

City*

Fernandina Beach

State*

FL

Zip Code*

32034

Parcel ID #(s)*

00-00-31-1800-0042-0060

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

YES



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

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name*

Nicole

Last Name*

Jamieson

Mailing Address*

17 S 8TH ST

City*

Fernandina Beach

State*

FL

Zip Code*

32034

Telephone Number*

9044908740

E-mail Address*

attorneyjamieson@gmail.com

OWNER'S AGENT

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

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

Yes

First Name*

MARK

Last Name*

AKINS

Company (if applicable)

RICE ARCHITECT

Street Address

961687 GATEWAY BLVD SUITE 201H

City

AMELIA ISLAND

State

FL

Zip

32034

Telephone Number

9044910072

E-mail Address

MHAKINS@RICEARCHITECT.COM

Project Description*

New wooden open pergola with privacy screening for storing kayaks and paddleboards.

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

Design Vision Statement*

The new pergolas will be positioned behind the existing privacy fence and will incorporate individual privacy screening to ensure that the stored items remain concealed from view from the street. They will be stained to match the existing wooden fence, thereby facilitating a seamless integration into the background and minimizing any visual impact.

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

Requirements for Demolition Applications

Per LDC 8.03.03.01

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

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

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

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

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

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

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

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

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

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

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

MATERIALS

List all proposed materials and colors, as applicable. If you are not filling this out, you MUST provide a detailed list separately that includes all required information as described in the following fields. A separate form can be uploaded or emailed directly to Mia Sadler.

EXTERIOR FABRIC

Manufacturer

Product Description

Color

(Name/Number)

DOORS

Manufacturer

Product Description

Color

(Name/Number)

Include FL Product Approval # for Windows and Doors

WINDOWS

Manufacturer

Product Description

Color

(Name/Number)

Include FL Product Approval # for Windows and Doors

ROOFING

Manufacturer

METAL ROOF TO MATCH
EXIST

Product Description

Color

TO MATCH EXIST

(Name/Number)

FASCIA/TRIM

Manufacturer

Product Description

Color

(Name/Number)

FOUNDATION

Manufacturer

Product Description

Color

(Name/Number)

SHUTTERS

Manufacturer

Product Description

Color

(Name/Number)

PORCH/DECK

Manufacturer

Product Description

Color

(Name/Number)

FENCING

Manufacturer

Product Description

Color

(Name/Number)

DRIVEWAYS/SIDEWALKS

Manufacturer

Product Description

Color

(Name/Number)

SIGNAGE

Manufacturer

Product Description

Color

(Name/Number)

OTHER

Manufacturer**Product Description****Color**

(Name/Number)

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

Upload 1

Survey 562025.pdf

Upload 2Owners Authorization for Agent
Representation.pdf**Upload 3**

00-00-31-1800-0042-0060.pdf

Upload 4PP01 - JAMIESON
OUTFITTERS -HDC.pdf**Upload 5**

Choose File

No file chosen

Upload 6

Choose File

No file chosen

Upload 7

Choose File

No file chosen

Upload 8

Choose File

No file chosen

Upload 9

Choose File

No file chosen

Upload 10

Choose File

No file chosen

Upload 11

Choose File

No file chosen

Upload 12

Choose File

No file chosen

Certification*

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

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

4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

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

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

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

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

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

Applicant First Name*

MARK

Applicant Last Name*

AKINS

Today's Date*

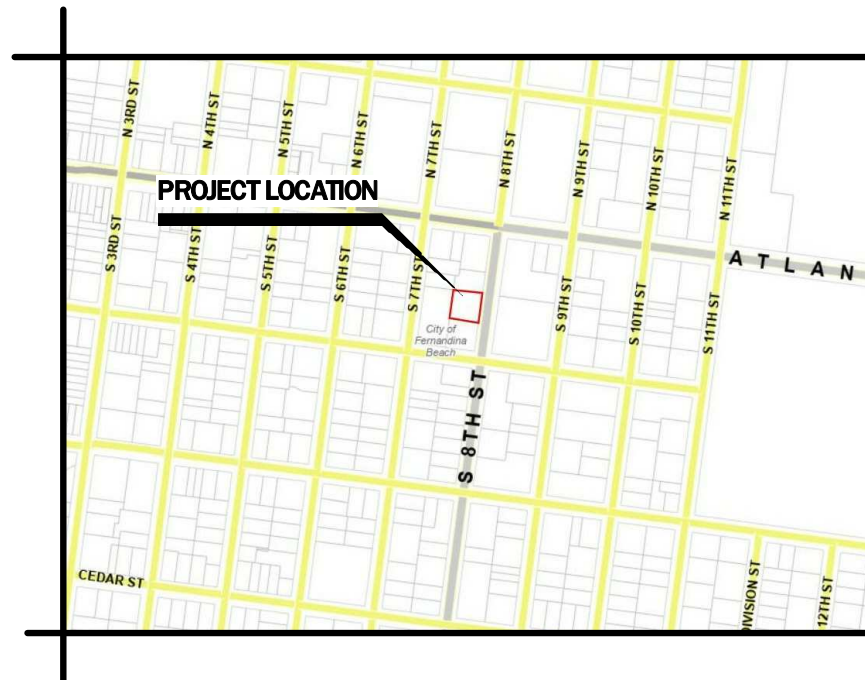
7/10/2025



DEPARTMENT OF PLANNING & CONSERVATION

204 Ash Street | Fernandina Beach Florida 32034 | Contact: Mia Sadler at 904 310-3488 |
www.fbfl.us/planning

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



17 S 8TH ST, FERNANDINA BEACH 32034

PERGOLA STORAGE JAMIESON OUTFITTERS

JAMIESON OUTFITTERS

ISSUE DATE: 07/10/2025

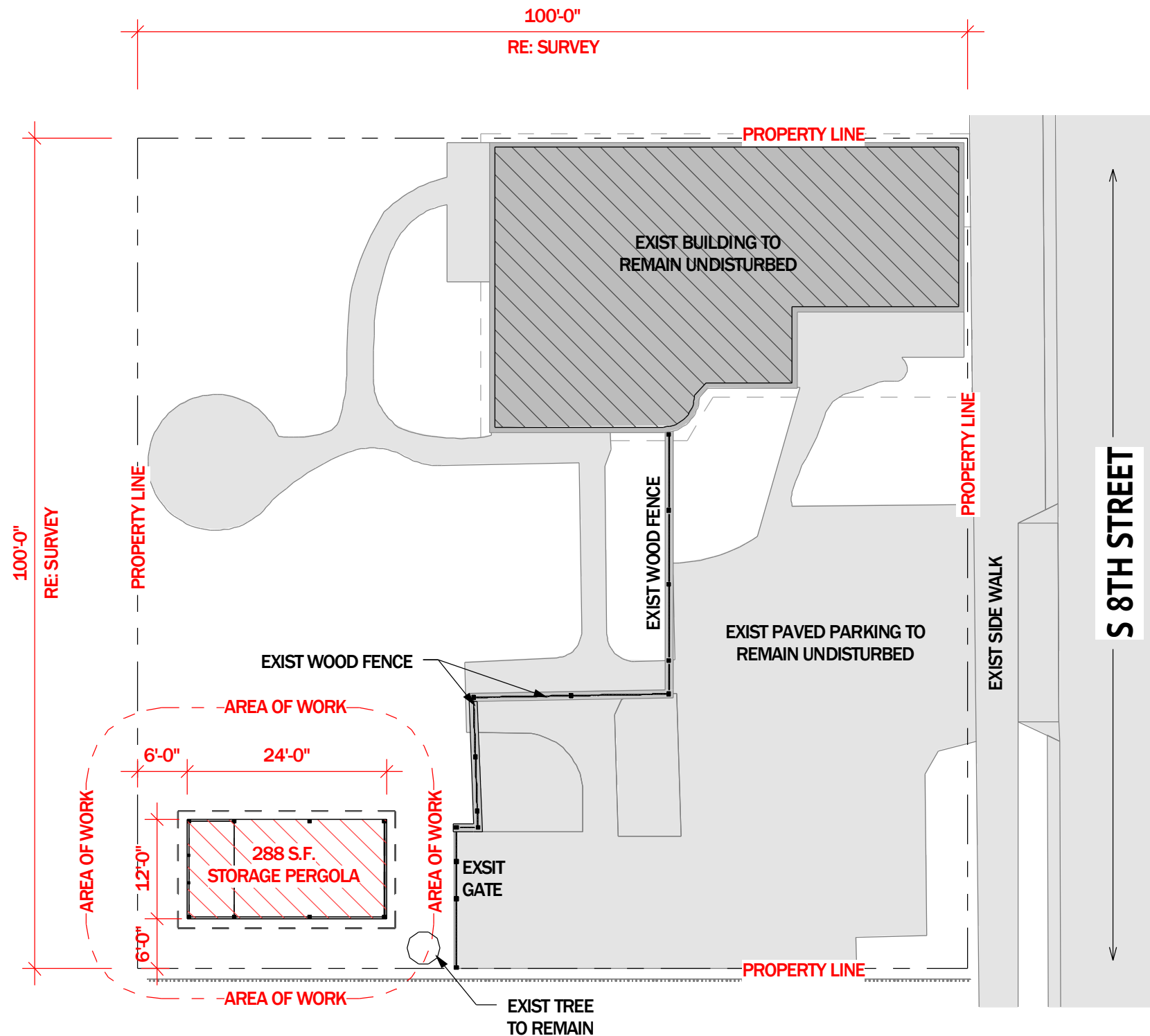
PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

ARCHITECT

17 S 8TH ST, FERNANDINA BEACH 32034

BO.O

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



SITE PLAN

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

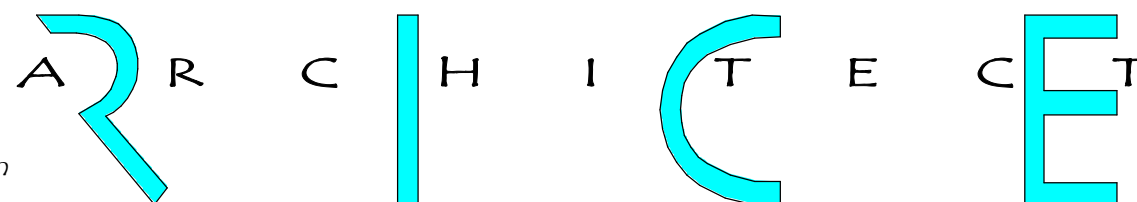
JAMIESON OUTFITTERS

ISSUE DATE: 07/10/2025

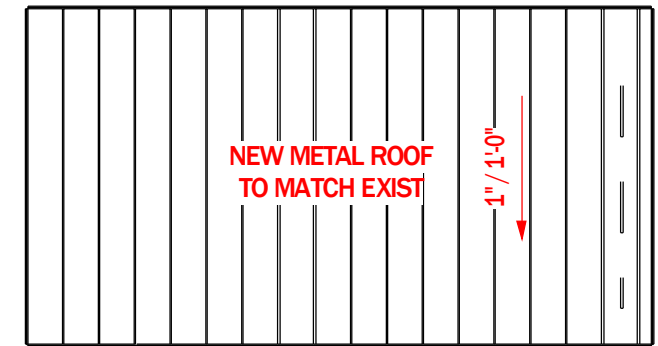
17 S 8TH ST, FERNANDINA BEACH 32034

B1.0

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

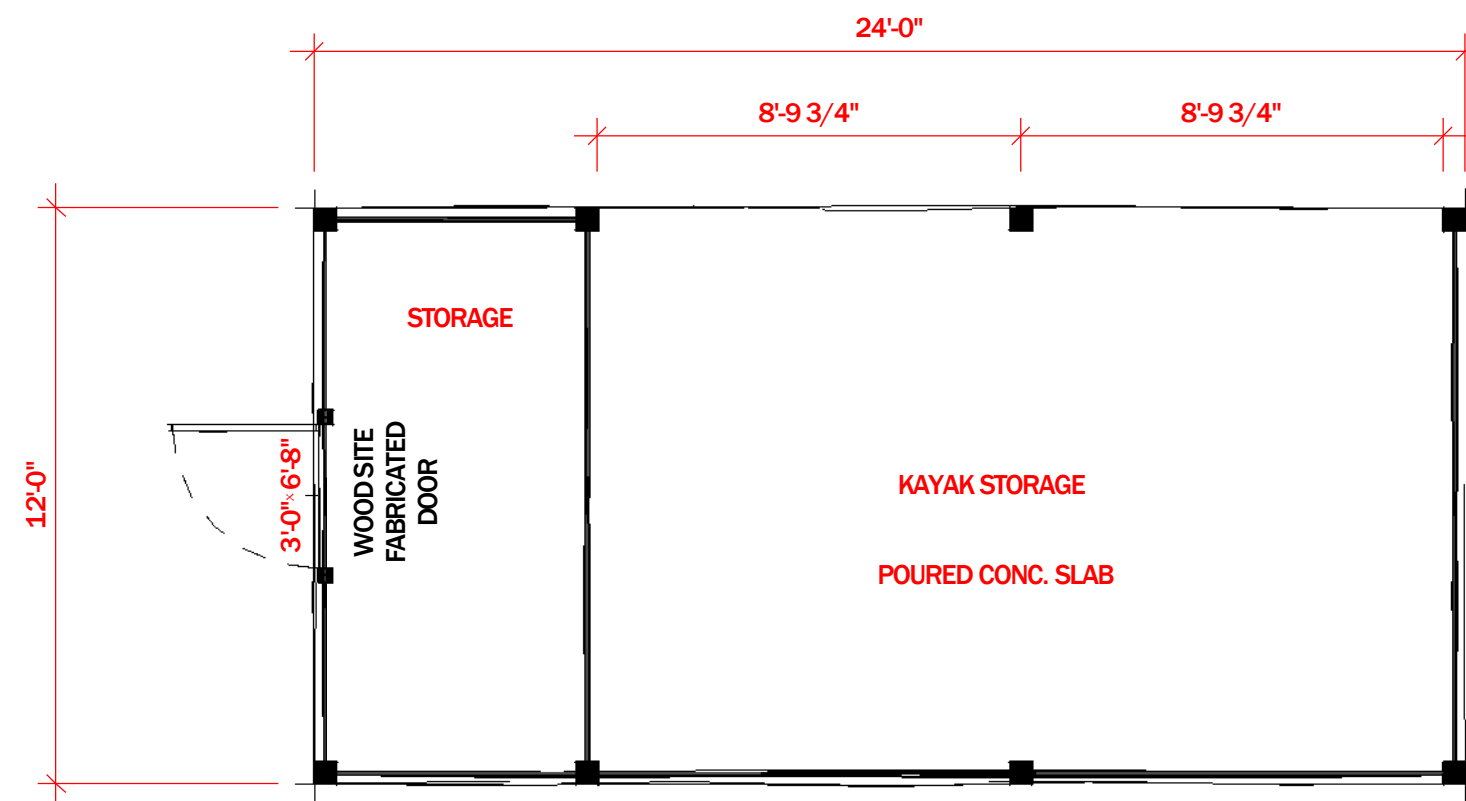


961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



ROOF PLAN

SCALE: 1/8" = 1'-0"



1ST FLOOR PLAN

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

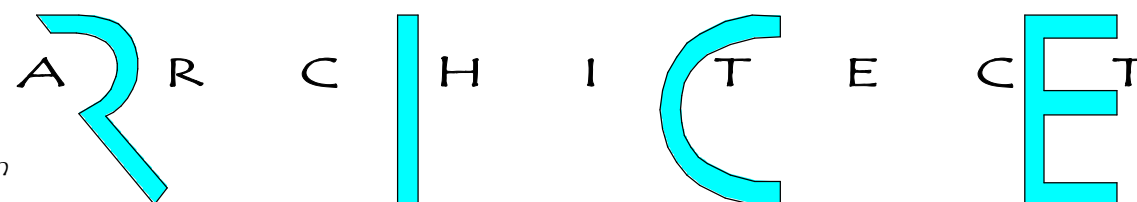
JAMIESON OUTFITTERS

ISSUE DATE: 07/10/2025

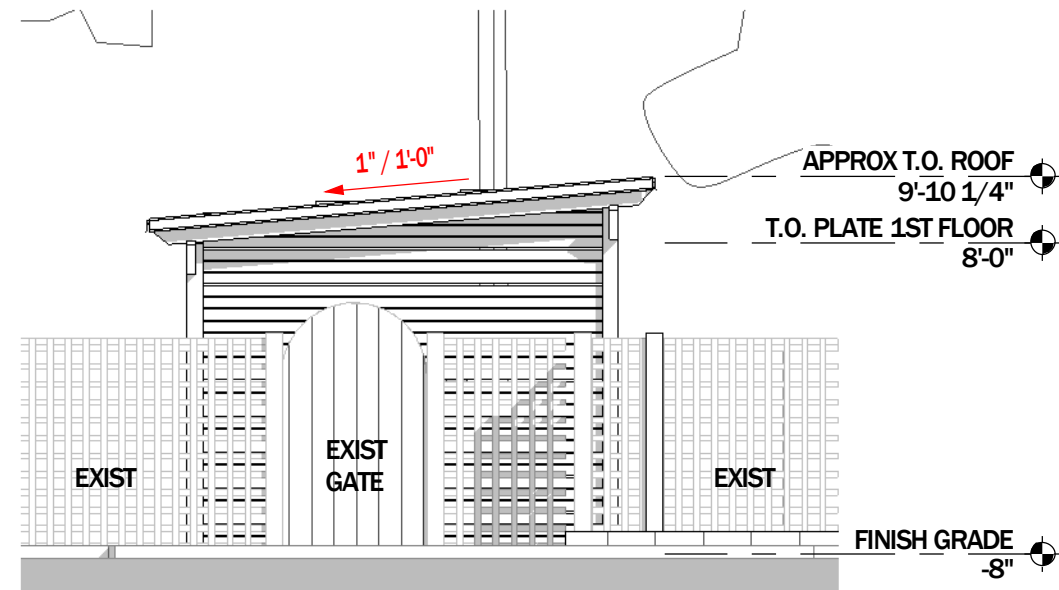
17 S 8TH ST, FERNANDINA BEACH 32034

B2.1

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

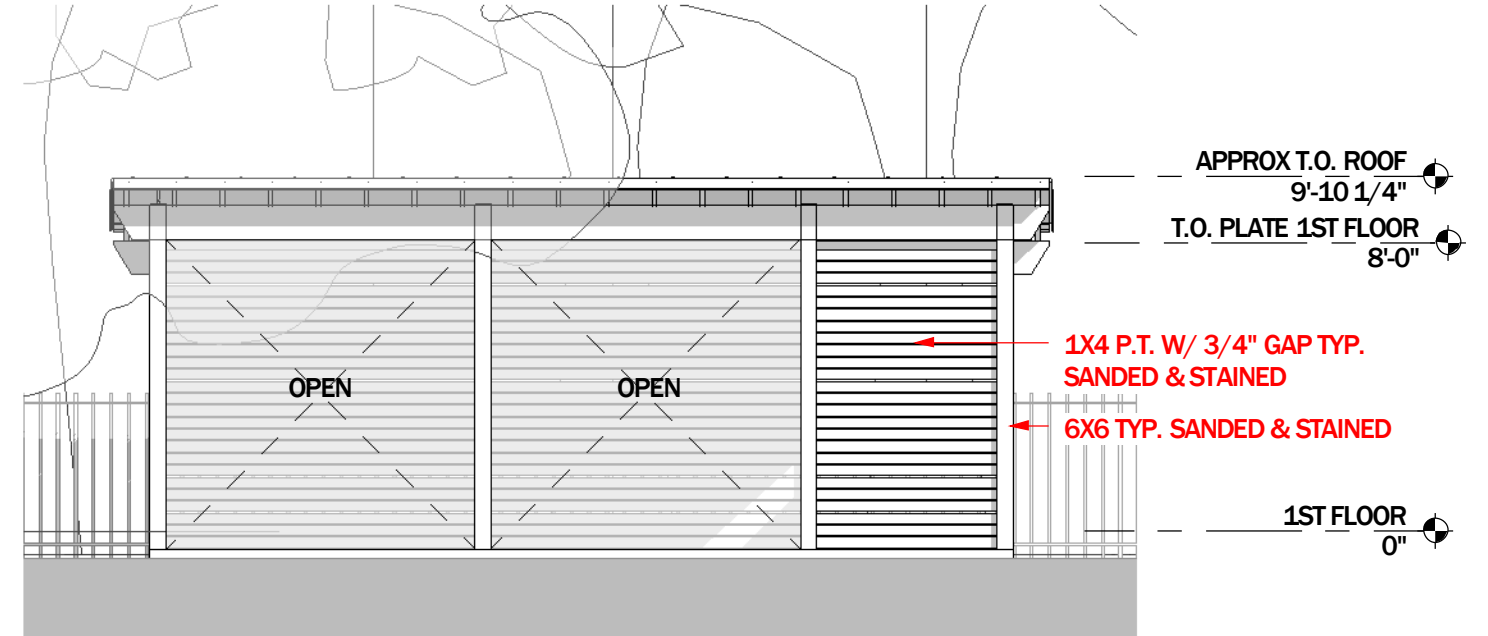


961687 Gateway Blvd, Suite 201 H, Amelia Island, FL 32034



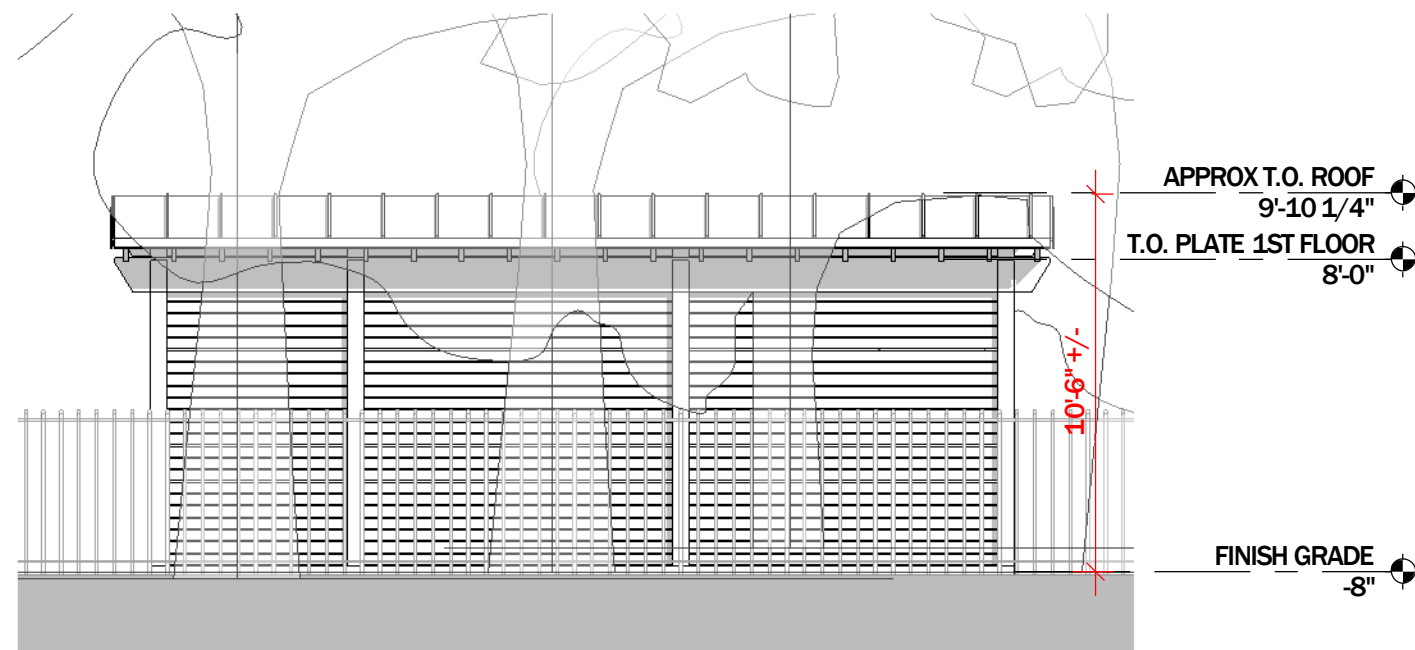
EAST ELEVATION

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



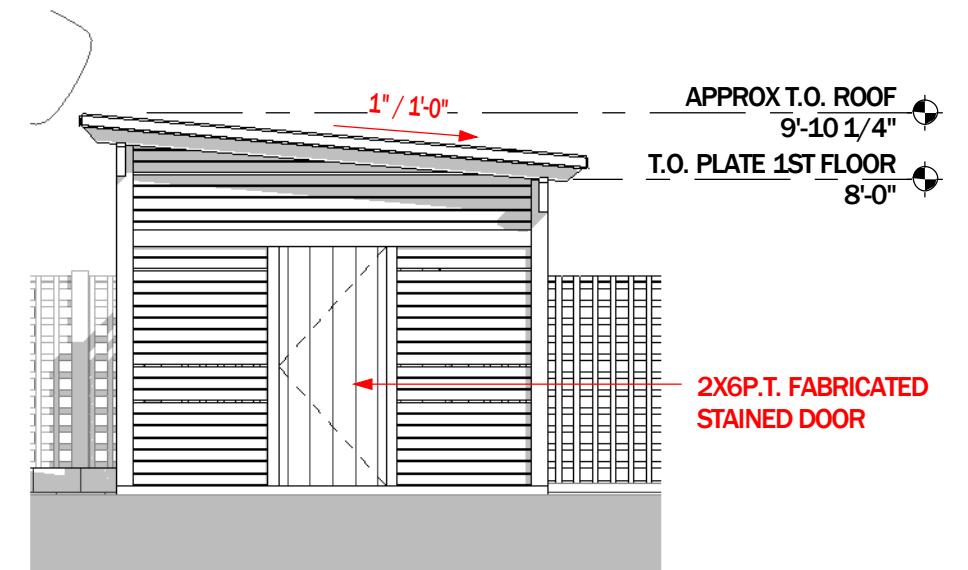
NORTH ELEVATION

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



SOUTH ELEVATION

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

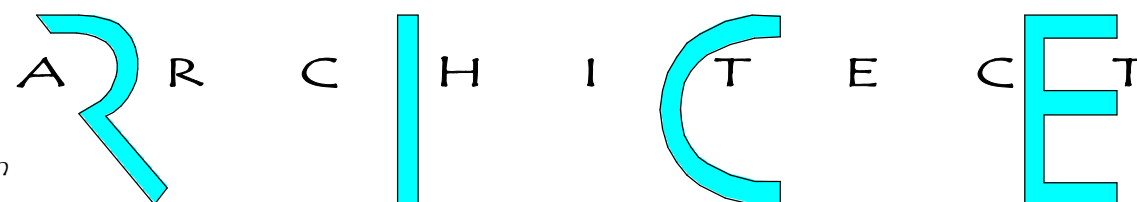


WEST ELEVATION (STREET)

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

JAMIESON OUTFITTERS

ISSUE DATE: 07/10/2025

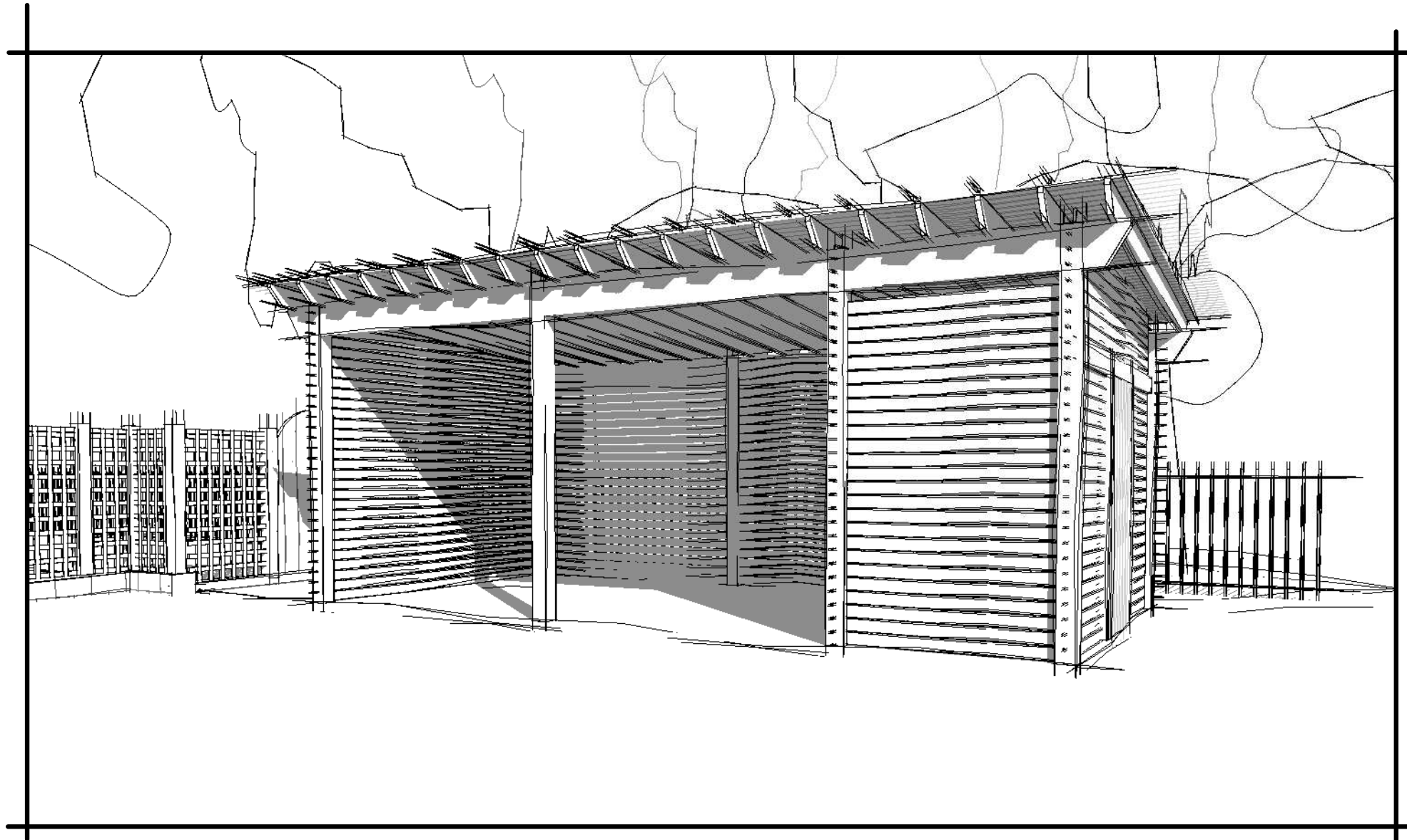


17 S 8TH ST, FERNANDINA BEACH 32034

B3.0

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

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



WOOD STAIN
VALSPAR COTTAGE GRAY SEMI-TRANSPARENT



METAL ROOF TO MATCH EXSIT

1
B3.3

3D VIEW @ AREA OF WORK

SCALE:

JAMIESON OUTFITTERS

ISSUE DATE: 07/10/2025

17 S 8TH ST, FERNANDINA BEACH 32034

B3.3

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

ARCHITECT

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

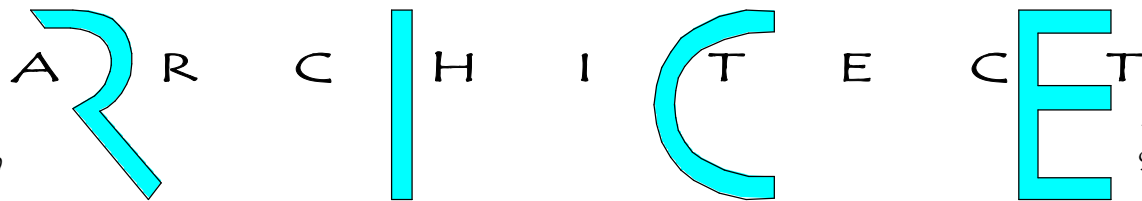


EAST ELEVATION STREET VIEW

JAMIESON OUTFITTERS

ISSUE DATE: 07/10/2025

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



17 S 8TH ST, FERNANDINA BEACH 32034

B3.4

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

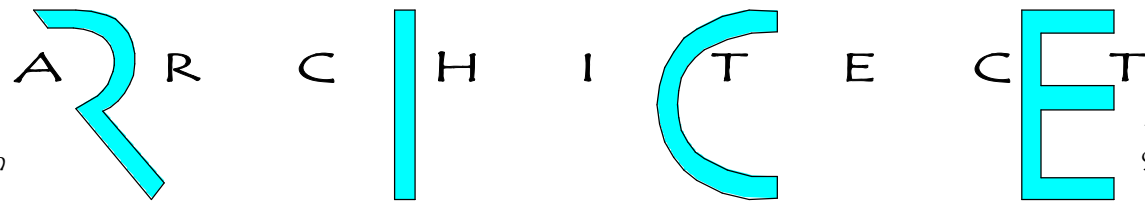


EAST ELEVATION STREET VIEW @ AREA OF WORK

JAMIESON OUTFITTERS

ISSUE DATE: 07/10/2025

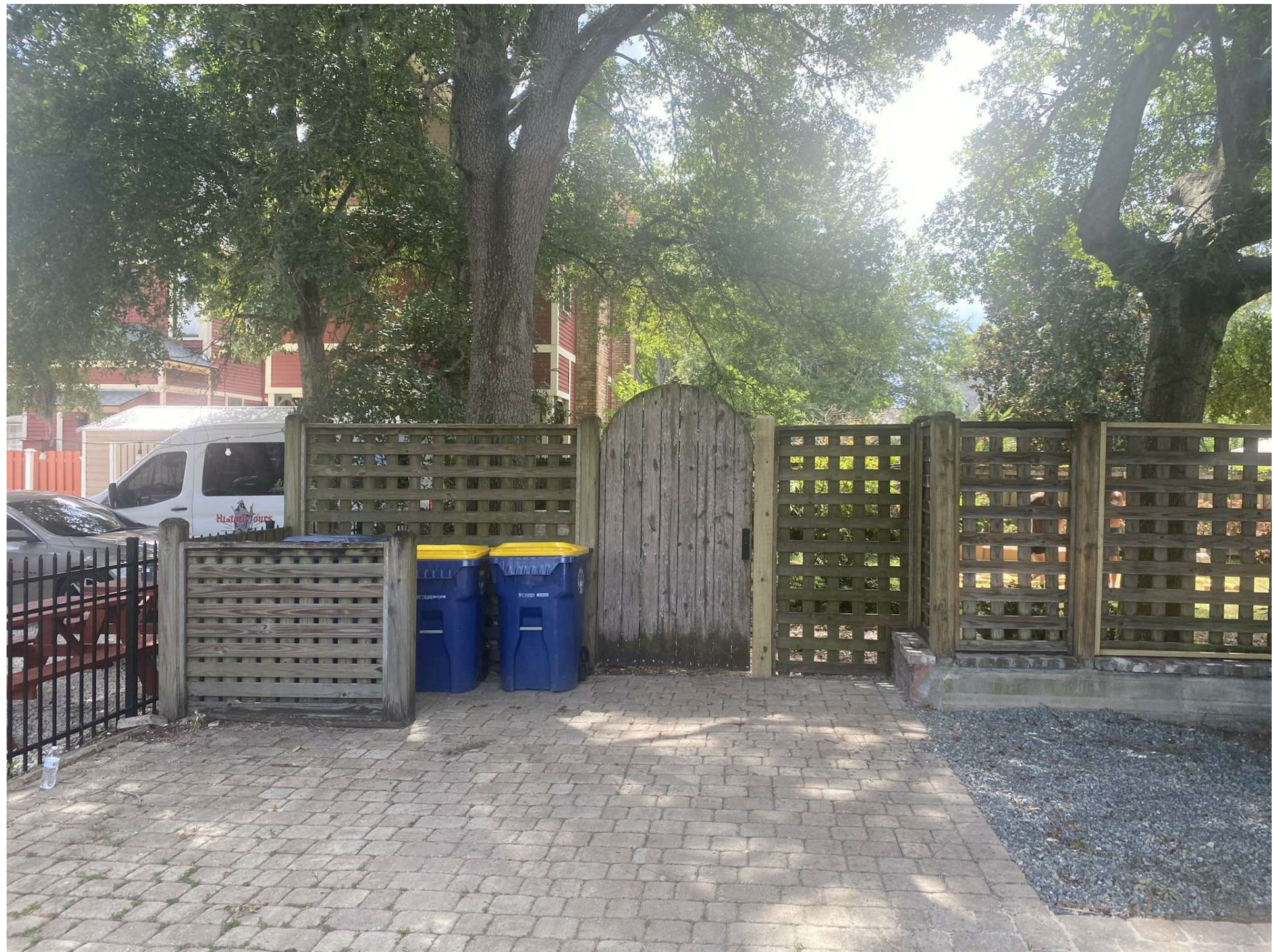
PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com



17 S 8TH ST, FERNANDINA BEACH 32034

B3.5

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

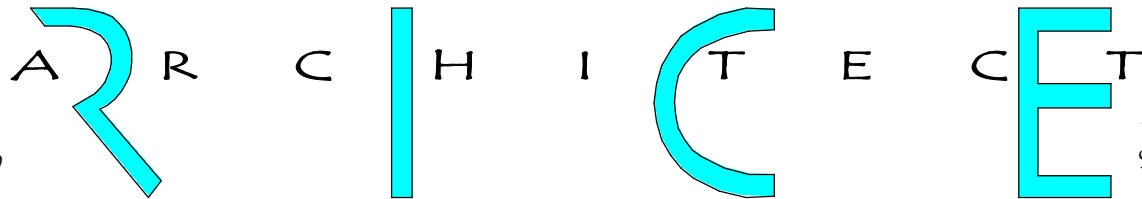


EAST ELEVATION @ EXIST GATE

JAMIESON OUTFITTERS

ISSUE DATE: 07/10/2025

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



17 S 8TH ST, FERNANDINA BEACH 32034

B3.6

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



NORTH ELEVATION @ PROPOSED LOCATION

JAMIESON OUTFITTERS

ISSUE DATE: 07/10/2025

17 S 8TH ST, FERNANDINA BEACH 32034

B3.7

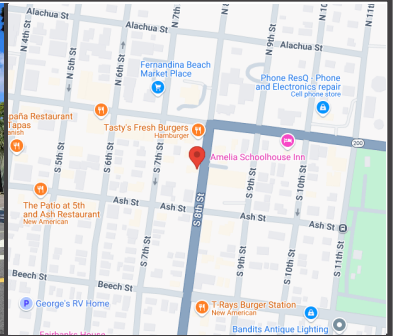
PHONE: 904-491-0072 EMAIL: rrice@ricearchitect.com

A R C H I T E C T

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



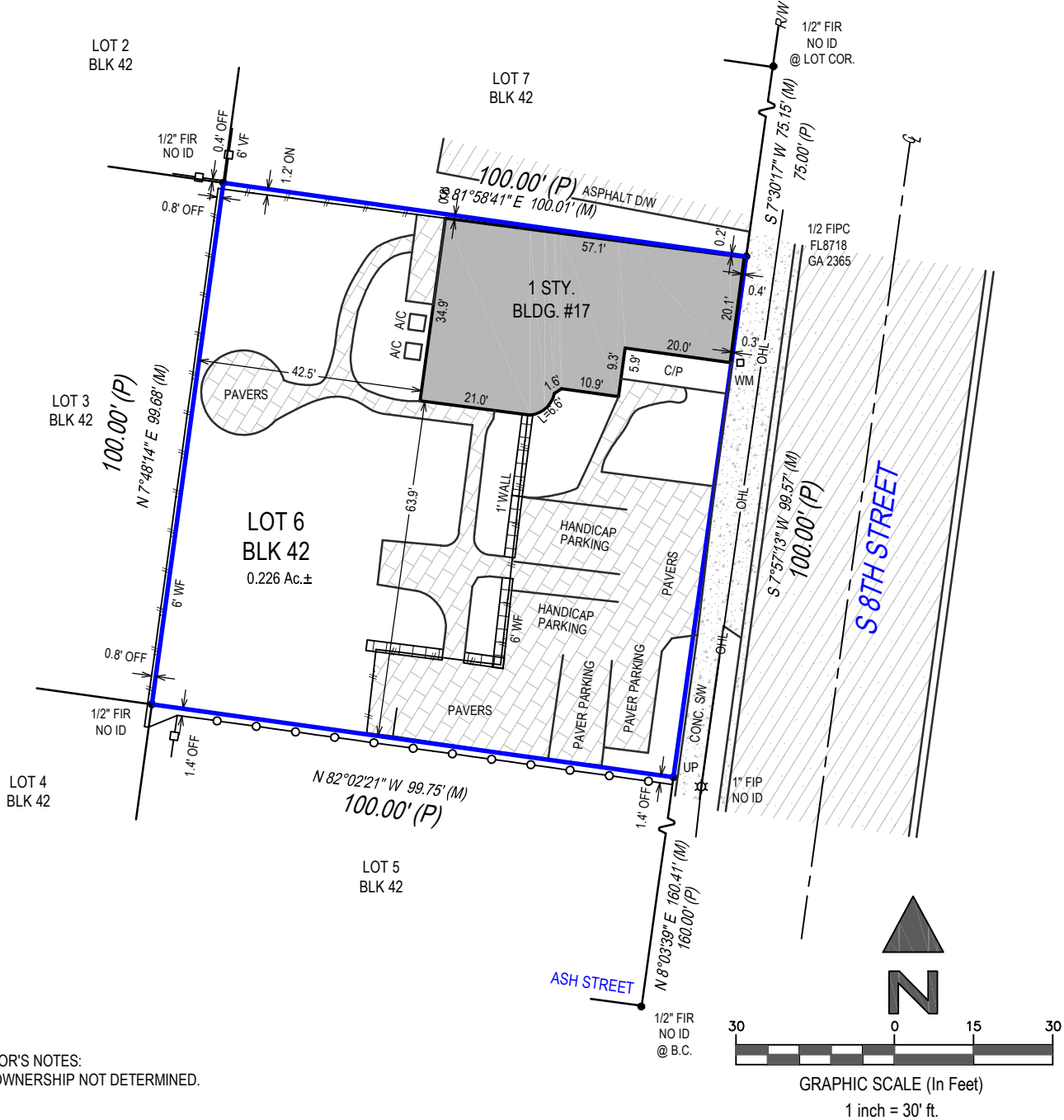
Tara Thousand, Licensed Realtor®
904.710.1870 | tara@acrfl.com



PROPERTY ADDRESS: 17 S 8TH STREET, FERNANDINA BEACH, FLORIDA 32034

SURVEY NUMBER: 2504.6832

2504.6832
BOUNDARY SURVEY
NASSAU COUNTY

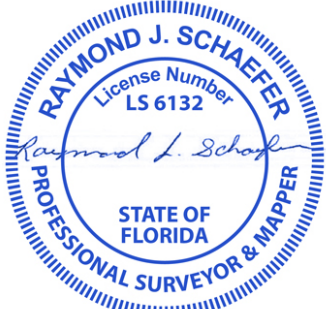


SURVEYOR'S NOTES:
FENCE OWNERSHIP NOT DETERMINED.

SURVEYORS CERTIFICATION:

I hereby certify that this Survey of the lands described hereon was made under my direct supervision, and to the best of my knowledge and belief is a true and accurate representation of said lands and meets the Standards of Practice set forth in Chapter 5J-17.050 through 5J-17.053, Florida Administrative Code, pursuant to section 472.027, Florida Statutes. This survey is not valid without the signature and original raised seal of a Florida licensed surveyor and mapper, except when the electronic signature and seal of a Florida licensed surveyor and mapper is affixed hereto.

POINTS OF INTEREST:
NONE VISIBLE



RAYMOND J. SCHAEFER
State of Florida Professional Surveyor and Mapper
License Number 6132
Exacta Land Surveyors, LLC | LB# 8291



Exacta Land Surveyors, LLC
LB# 8291
o: 866.735.1916 | f: 866.744.2882
131 West Broadway Street, Suite 1001, Oviedo, FL 32765

Tara Thousand



904.710.1870
tara@acrfl.com



DATE SIGNED: 05/06/25
FIELD WORK DATE: 4/29/2025
REVISION DATE(S): (REV.0 5/6/2025)

SEE PAGE 2 OF 2 FOR LEGAL DESCRIPTION
PAGE 1 OF 2 - NOT VALID WITHOUT ALL PAGES

PROPERTY ADDRESS: 17 S 8TH STREET, FERNANDINA BEACH, FLORIDA 32034

SURVEY NUMBER: 2504.6832

JOB SPECIFIC SURVEYOR NOTES:

THE BEARINGS ARE REFERENCED TO THE FLORIDA STATE PLANE COORDINATE SYSTEM (EAST ZONE) NORTH AMERICAN DATUM OF 1983, (2011 ADJUSTMENT).

LEGAL DESCRIPTION:

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

LOT SIX (6), BLOCK FORTY-TWO (42), CITY OF FERNANDINA BEACH, FLORIDA.

GENERAL SURVEYOR NOTES:

1. The Legal Description used to perform this survey was supplied by others. This survey does not determine nor imply ownership of the lands or any fences shown hereon. Unless the Title Commitment Number and Date is referenced on this survey, an examination of the abstract of title was NOT performed by the signing surveyor to determine which instruments, if any, are affecting this property.

2. The purpose of this survey is to establish the boundary of the lands described by the legal description provided and to depict the visible improvements thereon for a pending financial transaction. Underground footings, utilities, or other service lines, including roof eave overhangs were not located as part of this survey. Unless specifically stated otherwise the purpose and intent of this survey is not for any construction activities or future planning.

3. If there is a septic tank or drain field shown on this survey, the location depicted hereon was either shown to the surveyor by a third party or it was estimated by visual above ground inspection. No excavation was performed to determine its location.

4. This survey is exclusively for a pending financial transaction and only to be used by the parties to whom it is certified.
5. Alterations to this survey map and report by other than the signing surveyor are prohibited.

6. Dimensions are in feet and decimals thereof.

7. Any FEMA flood zone data contained on this survey is for informational purposes only. Research to obtain said data was performed at www.fema.gov and may not reflect the most recent information.

8. Unless otherwise noted "SIRC" indicates a Set Iron Rebar with a Cap stamped LB#8291, a minimum half inch in diameter and eighteen inches long.

9. If you are reading this survey in an electronic format, the information contained on this document is only valid if this document is electronically signed as specified in Chapter 5J17.062 (3) of the Florida Administrative Code and Florida Statute 472.025. The Electronic Signature File related to this document is prominently displayed on the invoice for this survey which is sent under separate cover. Manually signed and sealed logs of all survey signature files are kept in the office of the performing surveyor.

10. The symbols reflected in the legend and on this survey may have been enlarged or reduced for clarity. The symbols have been plotted at the approximate center of
- the field location and may not represent the actual shape or size of the feature.

11. Points of Interest (POI's) are select above-ground improvements, which may appear in conflict with boundary, building setback or easement lines, as defined by the parameters of this survey. These POI's may not represent all items of interest to the viewer. There may be additional POI's which are not shown or called-out as POI's, or which are otherwise unknown to the surveyor.

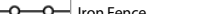
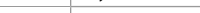
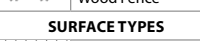
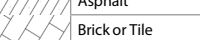
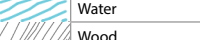
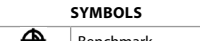
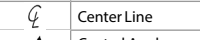
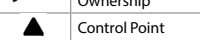
12. Utilities shown on the subject property may or may not indicate the existence of recorded or unrecorded utility easements.

13. The information contained on this survey has been performed exclusively by and is the sole responsibility of Exacta Land Surveyors, LLC. Additional logos or references to third party firms are for informational purposes only.

14. Pursuant to F.S. 558.0035, an individual employee or agent may not be held individually liable for negligence.

15. Due to varying construction standards, building dimensions are approximate and are not intended to be used for new construction or planning.

SURVEYOR'S LEGEND

LINETYPES			Elevation	C/P - Covered Porch	FIR - Found Iron Rod	ORB - Official Records Book	S/W - Sidewalk
	Boundary Line		Fire Hydrant	C/S - Concrete Slab	FIRC - Found Iron Rod & Cap	ORV - Official Record Volume	SBL - Setback Line
	Center Line		Find or Set Monument	CATV - Cable TV Riser	FN - Found Nail	O/A - Overall	SCL - Survey Closure Line
	Chain Link or Wire Fence		Guywire or Anchor	CB - Concrete Block	FN&D - Found Nail & Disc	O/S - Offset	SCR - Screen
	Easement		Manhole	CH - Chord Bearing	FRRSPK - Found Rail Road Spike	OFF - Outside Subject Property	SEC - Section
	Edge of Water		Tree	CHIM - Chimney	GAR - Garage	OH - Overhang	SEP - Septic Tank
	Iron Fence		Utility or Light Pole	CLF - Chain Link Fence	GM - Gas Meter	OHL - Overhead Utility Lines	SEW - Sewer
	Overhead Lines		Well	CME - Canal Maintenance Easement	ID - Identification	OHWL - Ordinary High Water Line	SIRC - Set Iron Rod & Cap
	Structure			CO - Clean Out	IE/EE - Ingress/Egress Easement	ON - Inside Subject Property	SMWE - Storm Water Management Easement
	Survey Tie Line			CONC - Concrete	ILL - Illegible	P/E - Pool Equipment	SN&D - Set Nail and Disc
	Vinyl Fence			COR - Corner	INST - Instrument	PB - Plat Book	SQFT - Square Feet
	Wall or Party Wall			CS/W - Concrete Sidewalk	INT - Intersection	PC - Point of Curvature	STL - Survey Tie Line
	Wood Fence			CUE - Control Utility Easement	IRRE - Irrigation Easement	PCC - Point of Compound Curvature	STY - Story
				CVG - Concrete Valley Gutter	L - Length	PCP - Permanent Control Point	SV - Sewer Valve
SURFACE TYPES				D/W - Driveway	LAE - Limited Access Easement	PI - Point of Intersection	SWE - Sidewalk Easement
	Asphalt			DE - Drainage Easement	LB# - License No. (Business)	PLS - Professional Land Surveyor	TBM - Temporary Bench Mark
	Brick or Tile			DF - Drain Field	LBE - Limited Buffer Easement	PLT - Planter	TEL - Telephone Facilities
	Concrete			DH - Drill Hole	LE - Landscape Easement	POB - Point of Beginning	TOB - Top of Bank
	Covered Area			DUE - Drainage & Utility Easement	LME - Lake/Landscape Maintenance Easement	POC - Point of Commencement	TUE - Technological Utility Easement
	Water			ELEV - Elevation	LS# - License No. (Surveyor)	PRC - Point of Reverse Curvature	TWP - Township
	Wood			EM - Electric Meter	MB - Map Book	PRM - Permanent Reference Monument	TX - Transformer
SYMBOLS				ENCL - Enclosure	ME - Maintenance Easement	PSM - Professional Surveyor & Mapper	TYP - Typical
	Benchmark			ENT - Entrance	MES - Mitered End Section	PT - Point of Tangency	UE - Utility Easement
	Center Line			EOP - Edge of Pavement	MF - Metal Fence	PUE - Public Utility Easement	UG - Underground
	Central Angle or Delta			EOW - Edge of Water	MH - Manhole	R - Radius or Radial	UP - Utility Pole
	Common Ownership			ESMT - Easement	MHWL - Mean High Water Line	R/W - Right of Way	UR - Utility Riser
	Control Point			EUB - Electric Utility Box	NR - Non-Radial	RES - Residential	VF - Vinyl Fence
	Catch Basin			F/DH - Found Drill Hole	NTS - Not to Scale	RGE - Range	W/C - Witness Corner
				FCM - Found Concrete Monument	NAVD88 - North American Vertical Datum 1988	ROE - Roof Overhang Easement	W/F - Water Filter
				FF - Finished Floor	NGVD29 - National Geodetic Vertical Datum 1929	RP - Radius Point	WF - Wood Fence
				FIP - Found Iron Pipe	OG - On Ground		WM - Water Meter/Valve Box
				FIPC - Found Iron Pipe & Cap			WV - Water valve

CERTIFIED TO:

NO CERTS PROVIDED

DATE SIGNED: 05/06/25

BUYER: REQ 5-6- NO CERTS PROVIDED

LENDER:

TITLE COMPANY:

COMMITMENT DATE: NOT REVIEWED

CLIENT FILE NO:

SEE PAGE 1 OF 2 FOR MAP OF PROPERTY
PAGE 2 OF 2 - NOT VALID WITHOUT ALL PAGES

FLOOD ZONE INFORMATION:

BY PERFORMING A SEARCH WITH THE LOCAL GOVERNING MUNICIPALITY OR WWW.FEMA.GOV, THE PROPERTY APPEARS TO BE LOCATED IN ZONE X. THIS PROPERTY WAS FOUND IN CITY OF FERNANDINA BEACH, COMMUNITY NUMBER 120172, PANEL NUMBER 0237 DATED 8/2/2017.



Exacta Land Surveyors, LLC
LB# 8291
o: 866.735.1916 | f: 866.744.2882
131 West Broadway Street, Suite 1001, Oviedo, FL 32765

REVIEW DATE	11/01/2019	BY	KK	Total Acres: 0.00	Total Land Value: 500,000	Market: 0	Agricultural: 0	Common: 500,000	PRINTED 08/06/2024 BY SYS
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BUILDING CHARACTERISTICS										MARKET ADJUSTMENTS										NASSAU COUNTY PROPERTY										PAGE 2 of 2				2
ELEMENT		CD	CONSTRUCTION					TYPE	MDL	EFF. AREA	TOT ADJ PTS	EFF. BASE RATE	REPL. COST NEW	AYB	EYB	ECON	FNCT		NORM	% COND	VALUATION SUMMARY													
																					VALUATION BY					STANDARD								
																					Tax Group: 2					Tax Dist:								
																					BUILDING MARKET VALUE					93,797								
																					TOTAL MARKET OB/XF VALUE					24,716								
																					TOTAL LAND VALUE - MARKET					500,000								
																					TOTAL MARKET VALUE					618,513								
																					SOH/AGL Deduction					13,271								
																					ASSESSED VALUE					605,242								
																					TOTAL EXEMPTION VALUE					0								
																					BASE TAXABLE VALUE					605,242								
																					TOTAL JUST VALUE					618,513								
																					NCON VALUE					0								
																					INCOME VALUE													
																					PREVIOUS YEAR MKT VALUE					621,551								



OWNER'S AUTHORIZATION FOR AGENT REPRESENTATION

I /WE S. Nicole Jamieson
(print name of property owner(s))

hereby authorize: Rice Architect, LLC
(print name of agent)

to represent me/us in processing an application for: _____
(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]
(Signature of owner)

(Signature of owner)

S. Nicole Jamieson
(Print name of owner)

(Print name of owner)

STATE OF FLORIDA

COUNTY OF NASSAU

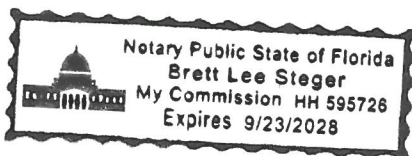
Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 7th day
of July, 20 25, by S. Nicole Jamieson.

[Signature]
Notary Public

Brett Steger
Printed Name

09.23.2028
My Commission Expires

Personally Known ☒ OR Produced Identification ☐ ID Produced: _____





RE: HDC 2025-0017

To whom it may concern,

Early this summer, Ms. Debra Winter came into the Planning & Conservation Department to inquire about the process of replacing two windows at her residence, 132 S 2nd Street, in the Harbor View development. She proposed vinyl windows, PGT Energy Vue, that were not on the HDC List of Approved Windows. Initially, planning staff advised that this proposed change would have to be approved by the Historic District Council. She applied and was placed on the August 28th agenda.

Upon further research into the existing and previously approved windows, staff investigated HDC 2017-0003 in which the development was reviewed and approved by the HDC, and found that the existing windows were not on the approved windows list either. The windows that were approved for this project are PlyGem 1500 single-hung vinyl windows with a bronze exterior and white interior with Simulated Divided Lite (SDL). SDL is an important aspect of windows in the Historic District and are required. The proposed replacement with PGT Energy Vue windows features SDL and bronze exterior, which is very similar to the existing windows.

Given this information, and the fact that this residence was constructed recently in 2021, planning staff transitioned this case to a staff approval.

Please reach out to Mia Sadler, (904) 310-3488 with any questions regarding this case.

Respectfully submitted,

M. Sadler

Mia Sadler
Planner I

Historic District Council (HDC) Certificate of Approval (COA) Application - Submission #16663

Date Submitted: 7/13/2025

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

USE THIS FORM TO Apply for BOARD approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA) AND STAFF-LEVEL review for EXTERIOR PAINT and INSTLLATION OF PERVIOUS PAVERS projects ONLY.

NOTE: All other STAFF-LEVEL approvals (i.e, fence, right-of-way, roof) and smaller STAFF-LEVEL project reviews can be submitted with your building permit where reviews will be performed and cost will be assessed simultaneously.

Fees

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

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

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

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

☐ Demolition of a Primary Structure – Contributing \$7,500

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

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

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

Basis for Review

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

2025 Submission Deadlines + Board Meetings Calendar

Application Deadline (4:30pm)	Nov 07 2024	Dec 05 2024	Jan 09 2025	Feb 06 2025	Mar 06 2025	Apr 03 2025	May 08 2025	June 05 2025	July 10 2025	Aug 07 2025	Sep 04 2025	Oct 09 2025	Nov 06 2025	Dec 04 2025
Meeting Date	Dec 19 2024	Jan 16 2025	Feb 20 2025	Mar 20 2025	Apr 17 2025	May 15 2025	June 26 2025	July 17 2025	Aug 21 2025	Sep 18 2025	Oct 16 2025	Nov 20 2025	Dec 18 2025	Jan 15 2026

In observance of Juneteenth on June 19, the HDC meeting is moved up to June 26.

IMPORTANT NOTES

Conceptual Approvals

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

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To guide you through the process and to ensure that your application is properly processed, you'll need to meet with the Preservation Planner prior to submitting your application. The application must be submitted at least 42 days before the scheduled meeting to allow time for review. Staff approval applications are accepted on a rolling basis and are generally completed in 3-5 days. Please note that projects can only begin after receiving a Certificate of Approval (COA) and a building, sign, right-of-way, or zoning permit (if required).

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For Staff Approval or Final Approval by the Board the following application materials **must** be submitted. Please be sure to upload all necessary documents pertaining to your COA request to your COA application or permit application.

**Note on Elevation Requirements: Elevations must include specific material and detail information with call outs that define all visible exterior elements, such as (but not limited to): wall finishes, foundation wall finish, corner-boards, water-tables, barge-boards, cornice trim, door trim, window trim, column elements, railings, roof fascia, balcony trim elements, supporting/decorative brackets, gable end decorative elements, shutters, roof finishes, chimney finish, privacy fences, picket fences, gates, utility yard screens, gazebos, outdoor shower screens, etc. Provide specific detail views of features that cannot be called out with notes on the elevations. Examples include porch details, pier elements, lattice infill components, soffit and cornice trim detailing, etc.*

- | | | |
|---|---|--|
| ☒ A complete/ signed application; | ☐ Scaled elevations & plans*; | ☐ For Additions to Historic Structures: Provide detailed connection plans, photos of existing walls (inside and outside) and details for the connection along with any reuse of existing materials; |
| ☒ Proof of Ownership (copy of deed or tax statement); | ☐ Elevations and/or site plan must show all proposed mechanical and plumbing equipment (HVAC, hood vents, backflow preventers, etc.) All rooftop mechanical equipment shall be screened from view to adjacent properties and rights-of-way by utilizing parapets or other screening elements that are integrated into the overall architecture of the structure and constructed using materials and methods that are consistent with those used on the building. | ☐ Any additional backup materials, as necessary; |
| ☒ A current survey of the property, for new construction and any change to existing footprint. (no older than two years); | ☐ Photographs of the existing site and existing buildings if any, including views from the street; | ☐ If applying as an agent, Owner's Authorization for Agent Representation form must be signed/ notarized and submitted as part of the application; |
| ☐ Scaled site plan of the proposed work, including lot dimensions, setbacks, finished floor elevations, and any changes as a result of proposed building footprints; | ☐ Context elevations, drawings, and photos for entire blockface when proposing any new structures; | ☐ For window replacement, a Window Survey must be completed by a design professional other than as window sales representative. |
| ☐ Site plan must show all trees greater than 5" diameter at breast height (DBH) and indicate any trees that are to be removed as part of the scope of work; | ☐ Product/material details and specifications, including brochures or printouts, for any proposed material as applicable and not limited to: doors, windows, roofing, exterior fabric, fascia/trim, shutters, fencing, sidewalk/driveway, landscaping, foundation, porch/deck, sheds, and proposed colors for ALL | |

surfaces to be
painted/stained/treated;

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

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

The LDC is Available for Review at

www.fbfl.us/LDC

Appeals

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

PROJECT TYPE*

Repair

APPROVAL TYPE*

Board Approval: Final

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

Previously Approved Case #

HDC YYYY-##

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

No

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

mm/dd/yyyy

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

[HDC Pre-Application Meeting Request](#)

PROPERTY INFORMATION

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

Historic District*

Downtown

Site Address*

132 S 2nd St

City*

Fernandina Beach

State*

FL

Zip Code*

32034

Parcel ID #(s)*

00-00-31-1800-0270-0060

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

YES

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

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name*

Debra

Last Name*

Winter

Mailing Address*

132 S 2nd St

City*

Fernandina Beach

State*

FL

Zip Code*

32034

Telephone Number*

9046244903

E-mail Address*

204debra@gmail.com

OWNER'S AGENT

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

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

No

First Name*

Last Name*

Company (if applicable)

Street Address

City

State

Zip

Telephone Number

E-mail Address

Project Description*

The two 2nd floor windows in our west-facing primary bedroom are compromised and need to be replaced. The afternoon heat has expanded the window, ruining the seals. The Argon gas has seeped out and water has penetrated into the windows, leaving a haze that cannot be cleaned. After talking with glazers and other window replacement companies, we would like to do a like for like replacement; a bronze vinyl window, low E 3 glass, with bronze simulated divided lites with standard colonial grid pattern of 6/6.

We Chose PGT EnergyVue windows. They are made here in Florida and are best suited for our weather. The window is rated as wind resistant for added security. PGT windows were recently installed on 117 S 3rd Street. This house is in our complex and similar in age. The PGT window exterior bronze color best matches the existing window.

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

Design Vision Statement*

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

Requirements for Demolition Applications

Per LDC 8.03.03.01

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

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

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

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

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

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

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

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

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

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

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

MATERIALS

List all proposed materials and colors, as applicable. If you are not filling this out, you MUST provide a detailed list separately that includes all required information as described in the following fields. A separate form can be uploaded or emailed directly to Mia Sadler.

EXTERIOR FABRIC

Manufacturer	Product Description	Color
		(Name/Number)

DOORS

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

WINDOWS

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

ROOFING

Manufacturer	Product Description	Color
		(Name/Number)

FASCIA/TRIM

Manufacturer	Product Description	Color
		(Name/Number)

FOUNDATION

Manufacturer	Product Description	Color
		(Name/Number)

SHUTTERS

Manufacturer	Product Description	Color
		(Name/Number)

PORCH/DECK

Manufacturer	Product Description	Color
		(Name/Number)

FENCING

Manufacturer	Product Description	Color
		(Name/Number)

DRIVEWAYS/SIDEWALKS

Manufacturer	Product Description	Color
		(Name/Number)

SIGNAGE

Manufacturer	Product Description	Color
		(Name/Number)

OTHER

Manufacturer

PGT

Product Description

Vinyl

Color

bronze

(Name/Number)

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

Upload 1

Title_Deed.pdf

Upload 2PGT SH-5400 NON
IMPACT FL239.1 EXP
7.25 PRODUCT
APPROVAL.pdf**Upload 3**PGT- Energy Vue
Brochure.pdf**Upload 4**

132.pdf

Upload 5 No fi...sen**Upload 6** No fi...sen**Upload 7** No fi...sen**Upload 8** No fi...sen**Upload 9** No fi...sen**Upload 10** No fi...sen**Upload 11** No fi...sen**Upload 12** No fi...sen**Certification***

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.
5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).
6. I/We understand that the approval of this application by the Historic District Council or staff in no way constitutes approval of a Building Permit for construction from the City of Fernandina Beach Building Department.
7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HDC before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and/or additional fees/penalties.

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

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

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

Applicant First Name*

Debra

Applicant Last Name*

Winter

Today's Date*

7/13/2025



DEPARTMENT OF PLANNING & CONSERVATION

204 Ash Street | Fernandina Beach Florida 32034 | Contact: Mia Sadler at 904 310-3488 | www.fbfl.us/planning

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



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2025-0018
AUGUST 28, 2025

Owner/Applicant:	Lisa Finkelstein & Jacob Platt, agents for City of Fernandina Beach
Property Address:	102 Centre Street
Parcel ID #	00-00-31-1800-0268-0010 and ROW
Current zoning:	C-3
FLUM land use category:	Central Business District
Existing uses on the site:	"Fernandina Pirate" Statue
FL Master Site File #	N/A
Year Built:	1978
Contributing Status:	N/A
Requested action:	Certificate of Approval (COA) to remove "Fernandina Pirate" sculpture and replace with new "Peg Leg Pete" sculpture and install black wrought iron fencing around the base. <i>(Quasi-Judicial)</i>

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

102 Centre Street



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is requesting a Certificate of Approval (COA) to donate the “Fernandina Pirate” statue in front of the Railroad Depot which houses the Amelia Island Welcome Center to the Amelia Island Museum of History and replace with new pirate statue carved by a local student, Jett Paxton and painted by artist Julie Delfs. The project was reviewed and recommended to be approved by the Nassau Council of Arts and Culture preceding the 2023 HDC hearing of the case. The only condition imposed by the NCAC was for the statue to remain in its place. This application was heard by the HDC in November 2023, it was unsuccessful based on structural and stability concerns. The applicant has made changes to accommodate the comments from the Council by adding a fence and clarifying the details of the connection between the statue and the base.

Due to this proposal containing permanent public art installation on public property, the case must be heard by the HDC. If the proposal is approved by the HDC in their August 2025 meeting, it will then become the City Commission’s responsibility to approve or deny installation.

Background: The sculpture titled “The Fernandina Pirate” was created by Wayne Ervin and was given to the City of Fernandina Beach on October 14, 1978. The sculpture was created from a single Oak tree trunk. The base contains a steel time capsule that is to be opened October 14, 2078. Originally located near the Marine Welcome Center at the foot of Centre Street, the sculpture was relocated to its current location at the train depot in December of 1986.

Existing statue and base:





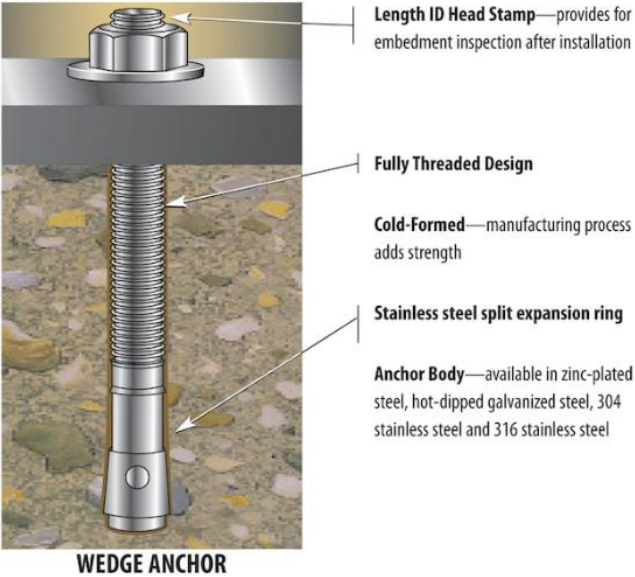
Proposed base alterations:



Proposed statue:



Proposed attachment mechanism for the statue:



APPLICABLE GUIDELINES:

[CITY OF FERNANDINA BEACH COMPREHENSIVE PLAN](#)

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

[CITY OF FERNANDINA BEACH DOWNTOWN DESIGN GUIDELINES](#)

[CITY OF FERNANDINA BEACH CODE OF ORDINANCES – Chapter 70 Article III Art in Public Places](#)

SECRETERY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

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

ANALYSIS:

PROPOSED MATERIALS		
	Type/Material/Brand	Color
Statue	Wood	Painted
Base	Concrete	Stone and cement
Fence	30" tall aluminum fence	Black
Landscaping	Shrubs behind the statue	N/A
Connection	4 redhead concrete anchors	N/A

The materials used for the statue, wood, is appropriate for the historic district. The proposed fence uses appropriate material for the district and is cohesive with the fence along the railroad. As described in the project description, the existing base will be repaired where needed by Southeastern Conservation Services.

STAFF RECOMMENDATION:

There is limited objective criteria to base this decision on. However, staff finds that the requested action, as presented, is consistent with the Comprehensive Plan, the Land Development Code, the Secretary of the Interior's Standards, and the Historic District Design Guidelines.

Staff defers to the board for their review of the requested art installation.

MOTION TO CONSIDER:

I move to **approve or deny** case number HDC 2025-0018 **with or without** conditions;

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

That HDC case HDC 2025-0018, as presented, **is or is not** substantially compliant with the Comprehensive Plan, Land Development Code, the Secretary of the Interior's Standards, and the Historic District Design Guidelines to warrant **FINAL** approval at this time.

LIST OF EXHIBITS:

- EXHIBIT 1 Combined Application Materials
- EXHIBIT 2 New Peg Leg Pete pictures, 2023
- EXHIBIT 3 November 2023 HDC case
- EXHIBIT 4 Arts & Culture Nassau Application and Letter 2023

Print

Historic District Council (HDC) Certificate of Approval (COA) Application - Submission #16775

Date Submitted: 7/31/2025

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

USE THIS FORM TO Apply for BOARD approval for projects in the Downtown or Old Town Historic District or the Community Redevelopment Area (CRA) AND STAFF-LEVEL review for EXTERIOR PAINT and INSTLLATION OF PERVIOUS PAVERS projects ONLY.

NOTE: All other STAFF-LEVEL approvals (i.e, fence, right-of-way, roof) and smaller STAFF-LEVEL project reviews can be submitted with your building permit where reviews will be performed and cost will be assessed simultaneously.

Fees



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



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



Certificate of Approval (COA): Board Review
- Commercial/Multi-Family/2 or more
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Demolition of a Primary Structure – Non-
Contributing \$1,500



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



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Staff Review \$100



After-the-Fact Certificate of Approval (COA):
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Amendment to Previously Approved COA -
First Amendment Free, Subsequent
Amendments = 1/2 cost of original fees

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NOTE ON Elevation Requirements. Elevations must include specific material and detail information with call outs that define all visible exterior elements, such as (but not limited to): wall finishes, foundation wall finish, corner-boards, water-tables, barge-boards, cornice trim, door trim, window trim, column elements, railings, roof fascia, balcony trim elements, supporting/decorative brackets, gable end decorative elements, shutters, roof finishes, chimney finish, privacy fences, picket fences, gates, utility yard screens, gazebos, outdoor shower screens, etc. Provide specific detail views of features that cannot be called out with notes on the elevations. Examples include porch details, pier elements, lattice infill components, soffit and cornice trim detailing, etc.



A complete/ signed application;



Proof of Ownership (copy of deed or tax statement);



A current survey of the property, for new construction and any change to existing footprint. (no older than two years);



Scaled site plan of the proposed work, including lot dimensions, setbacks, finished floor elevations, and any changes as a result of proposed building footprints;



Site plan must show all trees greater than 5" diameter at breast height (DBH) and indicate any trees that are to be removed as part of the scope of work;



Scaled elevations & plans*;



Elevations and/or site plan must show all proposed mechanical and plumbing equipment (HVAC, hood vents, backflow preventers, etc.) All rooftop mechanical equipment shall be screened from view to adjacent properties and rights-of-way by utilizing parapets or other screening elements that are integrated into the overall architecture of the structure and constructed using materials and methods that are consistent with those used on the building.



Photographs of the existing site and existing buildings if any, including views from the street;



Context elevations, drawings, and photos for entire blockface when proposing any new structures;



Product/material details and specifications, including brochures or printouts, for any proposed material as applicable and not limited to: doors, windows, roofing, exterior



For Additions to Historic Structures: Provide detailed connection plans, photos of existing walls (inside and outside) and details for the connection along with any reuse of existing materials;



Any additional backup materials, as necessary;



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



For window replacement, a Window Survey must be completed by a design professional other than as window sales representative.

tabric, fascia/trim, shutters,
fencing, sidewalk/driveway,
landscaping, foundation,
porch/deck, sheds, and
proposed colors for ALL
surfaces to be
painted/stained/treated;

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



Historic District Overlays – see LDC Section 8.01.01



Specific Requirements within the OT-1 and OT-2 Zoning Districts – see LDC Section 8.01.01.02



Amelia River Waterfront Community Redevelopment Area – see LDC Section 8.01.02



Application Process for Certificate of Approval – see LDC Section 8.03.03



Signage in the Historic Districts and Community Redevelopment Area – see LDC Section 8.01.03



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Appeals - see LDC Section 8.03.09

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PROJECT TYPE *

Alteration



APPROVAL TYPE *

Board Approval: Final



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

Previously Approved Case

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

Yes



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

7/31/2025

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

[HDC Pre-Application Meeting Request](#)

PROPERTY INFORMATION

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

Historic District*

Downtown



Site Address*

102 Centre Street

City*

Fernandina Beach

State*

Florida

Zip Code*

32034

Parcel ID #(s)*

00-00-31-1800-0014-0040, various other ROW areas

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

YES ▼

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

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name*

Lisa

Last Name*

Finkelstein

Mailing Address*

204 Ash Street

City*

Fernandina Beach

State*

Florida

Zip Code*

32034

Telephone Number*

904-310-3107

E-mail Address*

lfinkelstein@fbfl.city

OWNER'S AGENT

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

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

Yes ▼

First Name*

Jacob

Last Name*

Platt

Company (if applicable)

City of Fernandina Beach

Street Address

204 Ash Street

City

Fernandina Beach

State

Florida

Zip

32034

Telephone Number

904-310-3102

E-mail Address

jplatt@fbfl.org

Project Description*

The sculpture titled "The Fernandina Pirate" was created by Wayne Ervin and was given to the City of Fernandina Beach on October 14, 1978. The sculpture was created from a single Oak tree trunk. The base contains a steel time capsule that is to be opened October 14, 2078. Originally located near the Marine Welcome Center at the foot of Centre Street, the sculpture was relocated to its current location at the train depot in December of 1986. The applicant is seeking a Certificate of Approval (COA) to remove the "Fernandina Pirate" sculpture and replace with new "Peg Leg Pete" sculpture and base. The current statue is in very poor condition and restoration is cost prohibitive. The "Fernandina Pirate" sculpture is to be donated to the Amelia Island Museum of History. The new "Peg Leg Pete" sculpture was created by artist Jett Paxton and is being sponsored by the Fernandina Pirates Club. The painting of the sculpture was done by local artist,

Julie Delfs. A 30" high black aluminum fence will be installed around the existing base to prevent standing on the base. The fencing will be like the fencing installed between the sidewalk and railroad tracks. Shrubs will be placed behind the statue to provide a backdrop for photos and screen railroad equipment. Southeaster Conservation Services will repair the base as needed. The current base measurements are as follows: Stone base: 54" x 74" approx. (27" H) Stone square, middle layer: 38" square (added during previous restoration) Cement square, top layer: 30 1/4" square, 5" deep Southeastern Conservation Services will provide oversight and labor for the project. The Fernandina Pirates Club will provide the new statue, a new plaque for the base, and oversight for the project. The City of Fernandina Beach will assist with equipment to remove the existing statue and place the new one onto the base. The COFB will assume responsibility for the maintenance of the statue going forward with support of the Fernandina Pirates Club.

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

Design Vision Statement*

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

Requirements for Demolition Applications

Per LDC 8.03.03.01

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

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

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

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

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

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

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

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

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

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

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

MATERIALS

List all proposed materials and colors, as applicable. If you are not filling this out, you MUST provide a detailed list separately that includes all required information as described in the following fields. A separate form can be uploaded or emailed directly to Mia Sadler.

EXTERIOR FABRIC

Manufacturer	Product Description	Color
		(Name/Number)

DOORS

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

WINDOWS

Manufacturer	Product Description	Color
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Include FL Product Approval # for Windows and Doors

(Name/Number)

ROOFING

Manufacturer

Product Description

Color

(Name/Number)

FASCIA/TRIM

Manufacturer

Product Description

Color

(Name/Number)

FOUNDATION

Manufacturer

Product Description

Color

(Name/Number)

SHUTTERS

Manufacturer	Product Description	Color
		(Name/Number)

PORCH/DECK

Manufacturer	Product Description	Color
		(Name/Number)

FENCING

Manufacturer	Product Description	Color
		(Name/Number)

DRIVEWAYS/SIDEWALKS

Manufacturer	Product Description	Color
		(Name/Number)

SIGNAGE

Manufacturer	Product Description	Color
		(Name/Number)

OTHER

Manufacturer	Product Description	Color
		(Name/Number)

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

Upload 1 Peg Leg-HDC 082825.pdf	Upload 2 Base 6.jpg	Upload 3 Pegleg-Jett Paxton.jpg	Upload 4 Choose File No...en
Upload 5 Choose File No...en	Upload 6 Choose File No...en	Upload 7 Choose File No...en	Upload 8 Choose File No...en
Upload 9 Choose File No...en	Upload 10 Choose File No...en	Upload 11 Choose File No...en	Upload 12 Choose File No...en

Certification*



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



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



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.

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

2. I/We authorize staff from the Department of Planning & Conservation to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.

3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

4. I/We understand that, for Board review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic District Council meeting.

5. I/We understand that the Historic District Council meetings are conducted in a quasi-judicial hearing and as such, ex-parte communications are prohibited (Communication about your project with a Historic District Council member).

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

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

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

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

10. I/We understand that the City Staff will install a Notice of Hearing sign on the property 14 days before the

scheduled hearing and that the sign must only be removed after the hearing by City Staff, unless, the applicant or property owner brings the Notice of Hearing back to City Hall.

Applicant First Name*

Lisa

Applicant Last Name*

Finkelstein

Today's Date*

7/31/2025

City of FB logo
NEW Reflex

DEPARTMENT OF PLANNING & CONSERVATION

204 Ash Street | Fernandina Beach Florida 32034 |Contact: Mia Sadler at 904 310-3488 | www.fbfl.us/planning

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

HDC - Peg Leg Pete

From Lisa Finkelstein <lfinkelstein@fbfl.city>

Date Thu 7/31/2025 10:59 AM

To Mia Sadler <msadler@fbfl.city>

Cc Jacob Platt <jplatt@fbfl.org>; Tyler@seconservation.services <Tyler@seconservation.services>; fpcgreybeard@gmail.com <fpcgreybeard@gmail.com>

 3 attachments (9 MB)

Peg Leg-HDC 082825.pdf; Pegleg-Jett Paxton.jpg; Base 6.jpg;

Hi Mia,

See attached documents for HDC approval of the replacement for the Peg Leg Pete statue. These include a rendering of the statue with fence and shrubbery added, the new carved statue, and a photo of the current base with statue. Because of the date change, I cannot attend the meeting. Jake will be there in my place. Joe Brown from the Fernandina Pirates Club and Tyler Lowe from Southeastern Conservation Services should also be in attendance if there are any questions.

The plan is to remove the current deteriorated statue from the base, replacing it with the new statue, carved by local student, Jett Paxton. The current statue is in very poor condition and restoration is cost prohibitive. The current statue will be donated to the Amelia Island Museum of History for preservation.

A 30" high black aluminum fence will be installed around the existing base to prevent standing on the base. The fencing will be like the fencing installed between the sidewalk and railroad tracks. Shrubs will be placed behind the statue to provide a backdrop for photos and screen railroad equipment. Southeastern Conservation Services will repair the base as needed. The current base measurements are as follows:

Stone base: 54" x 74" approx. (27" H)

Stone square, middle layer: 38" square (added during previous restoration)

Cement square, top layer: 30 1/4" square, 5" deep

Southeastern Conservation Services will provide oversight and labor for the project. The Fernandina Pirates Club will provide the new statue, a new plaque for the base, and oversight for the project. The City of Fernandina Beach will assist with equipment to remove the existing statue and place the new one onto the base. The COFB will assume responsibility for the maintenance of the statue going forward with support of the Fernandina Pirates Club.

Please let me know if you need anything else. Thank you!

Lisa



Lisa Finkelstein
Downtown District Manager
City of Fernandina Beach
204 Ash Street
Fernandina Beach, Florida 32034
(904) 310-3107 | lfinkelstein@fbfl.city
www.fbfl.us

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

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





Base Dimensions: 74" x 54" x 27"H
Proposed Fence: 30"H

























HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2023-0101
NOVEMBER 16, 2023

Owner/Applicant:	Jett Paxton and Julie Delfs (artists) and sponsored by the Fernandina Pirates Club
Property Address:	102 Centre Street
Parcel ID#	00-00-31-1800-0268-0010
Current zoning:	C-3
FLUM land use category:	Central Business District
Existing uses on the site:	
FL Master Site File #	N/A
Year Built:	1978
Contributing Status:	N/A
Requested action:	Certificate of Approval (COA) to Remove "Fernandina Pirate" Sculpture and Replace with new "Peg Leg Pete" Sculpture and Base and add a Little Library as painted by a local artist (Quasi-judicial)

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



SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The sculpture titled “The Fernandina Pirate” was created by Wayne Ervin and was given to the City of Fernandina Beach on October 14, 1978. The sculpture was created from a single Oak tree trunk. The base contains a steel time capsule that is to be opened October 14, 2078. Originally located near the Marine Welcome Center at the foot of Centre Street, the sculpture was relocated to its current location at the train depot in December of 1986.

The applicant is seeking a Certificate of Approval (COA) to remove the "Fernandina Pirate" sculpture and replace with new "Peg Leg Pete" sculpture and base. The “Fernandina Pirate” sculpture is to be donated to the Amelia Island Museum of History. The new “Peg Leg Pete” sculpture was created by artist Jett Paxton and is being sponsored by the Fernandina Pirates Club. The painting of the sculpture was done by local artist, Julie Delfs. The new sculpture is proposed to be sited on a new base in the same location as the original. Additionally, the Pirates Club requests the consideration of a “Little Library” to be installed and mural painted in a pirate theme. The mural details have not been provided as part of the back up materials.

APPLICABLE GUIDELINES:

[CITY OF FERNANDINA BEACH COMPREHENSIVE PLAN](#)

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

[DOWNTOWN HISTORIC DISTRICT GUIDELINES](#)

[CITY OF FERNANDINA BEACH CODE OF ORDINANCES – Chapter 70 Article III Art in Public Places](#)

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

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

ANALYSIS:

Staff defer to the board for their review of the requested art installation and little library but would like to see that the board request to have additional information about the long-term preservation of the original Peg Leg Pete.

MOTION TO CONSIDER:

I move to approve or deny HDC case number 2023-0101- with or without conditions;

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

That HDC case 2023-0101, as presented, is or is not substantially compliant with the Comprehensive Plan, Land Development Code, the Secretary of the Interior's Standards, and the Downtown Historic District Guidelines to warrant approval at this time.



June 12, 2023

Scott Mikelson, Deputy Director
Fernandina Beach Parks and Recreation
2500 Atlantic Ave.
Fernandina Beach, FL 32034

Subject: Pirate statue at Welcome Center

Attached please find the application for a permanent Public Art Installation that will replace the current pirate statue located at the Center Street train depot and welcome center. Also attached are images of the current and new statue.

Purpose:

Due to the aging and deterioration of the existing statue, which is over 15+ years old, repair is no longer an option, and so the Pirate Club of Fernandina Beach has submitted the application and started the work on a replacement statue. Arts and Culture Nassau has as its mission the coordination, research, and recommendation for Public Art Installations in the City and is submitting this application to the city via the Parks department to notify the city and prepare the resources required to remove and replace the statue.

Artists and organizations:

The sculpture was created by Jett Paxton under the coordination of the Fernandina Pirates Club, a private 501 (c) 4 not for profit. Joe Brown is the current president. His contact information is, FPCGreybeard@gmail.com. 352-789-1613. Joe and the Pirates Club is the lead and they set up the original platform, and will create the new platform it sits on. The final preparation and painting will be done by Julie Delfs, Contemporary Art Gallery at 10 South 4th Street. 518-322-7937

Process:

It is expected that the prep work, waterproofing and final coats of paint will be done by the end of July. The color scheme will be like the original version, (see photos attached). The removal and new platform will be coordinated by Joe Brown, President of the Pirates Club with the assistance from the city. It is our recommendation that you set up a meeting with the city, Joe Brown from the Pirates and Julie Delfs, to finalize the acceptance of the new statue by the city, and the details for the removal, installation, and future maintenance of the statue. In addition, this meeting should also confirm the location. There has been discussion about moving it to the marina park area located near the anchor. However, no one is advocating this, but now is the right time to have that discussion with the Commissioners and other relevant parties.

Timeline:

The sculptor has finished his work and Julie Delfs is currently waterproofing and coating the wood before finally adding the paint to create the final version. It is expected, based on the city assistance and approval, and adding a new support platform base, to be ready by the fall no later than the Dickens Holiday Event. Arts and Culture Nassau is expected to approve this application at their next Board meeting on June 12, 2023.

Issues:

An additional concern is for the safety of the visitors and the statue itself. Over the years damage has been done by visitors standing on the statue, and children climbing on the statue. This new version, with an extended arm and sword, will not support the weight of climbers so consideration needs to be given to having a small fence as well as signage which states that climbing is prohibited. The Pirate's Club has indicated that they would maintain the statue over time, but this should be confirmed.

Signage:

Aside from the warning safety sign, a plaque is required that explains the history of the Pirate. Also, the name of the creator, and the organizations that provided the new statue and work to bring it to fruition.

Submitted for the Board
Richard Restiano, Chair
Arts and Culture Nassau

PUBLIC ART APPLICATION

The following criteria govern the selection of public art in the City of Fernandina Beach and will be utilized by Arts and Culture Nassau during the process of review, selection and approval of public art. It is understood that some criteria will have more relevance than others

depending on the proposed artwork. This will be taken into account and the criteria weighted accordingly. Artists are strongly encouraged to meet with Arts and Culture Nassau or submit a preliminary concept application prior to completing this application.

A. Artistic Quality and Originality: The strength and originality and creativity of the artist's concept and demonstrated skill or craftsmanship.

B. Context: The appropriateness of the concept within the proposed architectural, geographical, socio-cultural, and historical context, including use of appropriate scale and materials for the site.

C. Diversity: Issues related to race, age, style, media of the art within the context.

D. Local Art: Emphasis will be on local and regional artists whenever possible.

E. Feasibility: Budget, timeline, and probability of success

F. Design & Construction: Issues related to fabrication of the installation, its durability, resistance to vandalism, long-term maintenance issues, and weather permanence.

G. Support: Demonstrated community agreement/support for the project. ACN may choose to create an advisory group to represent the community in the selection process.

H. Public Safety: Meets any and all applicable building codes for public projects. Artist has shown due diligence in developing appropriate installation plans.

I. Other: ACN may adopt other project specific criteria pertinent to special considerations of the site, the project, or the Commission's specific intent, provided such criteria are clearly and completely stated.

Project Name:

FERNANDINA PIRATES CLUB

1501 C 4

Installation Type:

Artist - Jett Paxton

☒ Permanent art collection

☐ Temporary installation (up to 1 year)

Proposed Location*:

VISITORS CENTER - Same as previous statue

*A map of approved locations is available through the City of Fernandina Beach

Artwork:

Type [e.g., sculpture, mural, etc]: Wood painted Sculpture Statue

Artwork Description [include title; fabrication date; current location; medium, dimensions, materials and finishes; installation method; life expectancy]:

wood. waterproof coatings
Acrylic paints, coating over paint
Julie Selfs will finish painting.
Potential for Sept 2023.

*NOTE: Request from city to assist w/
Removal + New assembly.

Artist/ Applicant:

Name:

JOE BROWN, PRES. Pirates Club

Address:

Phone:

352-789-1613

Email:

FPC GreyBeard@gmail.com

I understand that approval of art by Arts and Culture Nassau does not automatically denote approval of all necessary City permits for the installation and display of art work. Additionally, I understand if the artwork is accepted for temporary display, I am solely responsible for acquiring all necessary permits, and overseeing the installation and maintenance of the art. I am responsible for the care and maintenance of the art for the duration of the permitted display period, and for the removal of art following the display period. I also understand that all donations of permanent art become the sole property and responsibility of the City of Fernandina Beach.

Signature:



Date

6/9/2023

The following materials MUST be provided with the completed application form:

- ☐ Project description, including purpose, artist's rationale and/or intention for the proposed work; history and provenance of artwork; relationship of project to other community interests and activities; involved individuals and organizations if any.
- ☐ Illustrative and/or construction drawings of proposed work; scale model of proposed sculptural work strongly recommended.
- ☐ Scaled site plan and color images of proposed installation location and its context.
- ☐ Scaled illustrative drawings or model showing artwork in relation to proposed site.
- ☐ Description of short- and long-term maintenance requirements.
- ☐ Artist resume, annotated exhibition list, and CD Rom and/or hard copy color images of other works.
- ☐ Project timeline, including (as applicable) fabrication, delivery, installation and removal.

Applications may be submitted by mail or hand delivered to:

City of Fernandina Beach
Attn: Arts and Culture Nassau
204 Ash Street
Fernandina Beach, FL 32034

In order to schedule a meeting for pre-approval prior to completing this application, please call the City of Fernandina Beach at (904)277-7350 and request to be added to the Arts and Culture Nassau Agenda. At this meeting artists may submit a brief concept proposal and discuss the project with the ACN committee.





Discussion to move to Anchor?
 Damage is a problem from visitors
 Base needs to be less flat to
 prevent climbing.
 Who will maintain - pirates club?



City of Fernandina Beach
204 Ash Street, Fernandina Beach, Florida
32034

Permit

Permit NO. **ZON-000328-2025**

Permit Type: **Zoning Permit**

Work Classification: **Fence (non-structural)**

Permit Status: **Issued**

Issue Date: **07/22/2025**

Expiration: **01/20/2026**

Location Address

Parcel Number

105 S 3RD ST, FERNANDINA BEACH, FL 32034

00-00-31-1800-0270-0270

Contacts

Jennifer & Frank Damato **Owner**
111 S 3rd ST, Fernandina Beach, FL 32034
(904)556-6422 fpdamato@bellsouth.net

Roman PM LLC **Owner**
218 Asj ST, Fernandina Beach, FL 32034

Todd Brockman **Applicant**
97105 belleville LN, yulee, FL 32097
troybrockman18@gmail.com

Todd Brockman **Contractor**
97105 belleville LN, yulee, FL 32097
troybrockman18@gmail.com

Description: 6 ft high aluminum 3 rail fence

Valuation: **\$1,900.00**

Total Sq Feet: **8.00**

Inspection Requests:

Building 904-310-3135
Zoning 904-310-3480

Fees	Amount
COA - Staff Residential Fee	\$25.00
Zoning Review Fee - Fence + Concrete Pad	\$50.00
Total:	\$75.00

Payments	Amt Paid
Total Fees	\$75.00
Check # X4Cvx71hgB6l	\$75.00
Amount Due:	\$0.00

Available Inspections:	
Inspection Type	
HISTORIC DISTRICT FINAL (VIRTUAL W/PICTURES)	
FINAL PLANNING/ZONING (VIRTUAL W/PICTURES)	

PERMIT VOID SIX MONTHS AFTER DATE OF ISSUE WITHOUT A PASSED INSPECTION. ALL PERMITS SUBJECT TO INSPECTION. INSPECTIONS MUST BE MADE BEFORE PROCEEDING WITH SUBSEQUENT WORK.

WARNING TO OWNER: "YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOU PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT."

NOTICE: IN ADDITION TO THE REQUIREMENTS OF THIS PERMIT, THERE MAY BE ADDITIONAL RESTRICTIONS APPLICABLE TO THIS PROPERTY THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THE COUNTY, AND THERE MAY BE ADDITIONAL PERMITS REQUIRED FROM THE OTHER GOVERNMENTAL ENTITIES, SUCH AS WATER MANAGEMENT DISTRICTS, STATE AGENCIES, OR FEDERAL AGENCIES.

THE APPROVED PLANS AND THIS PERMIT MUST BE POST IN THE DOCUMENT BOX OR AN OTHERWISE CONSPICUOUS PLACE FOR INSPECTION.
(See Chapter 1 Building Code)



City of Fernandina Beach
204 Ash Street, Fernandina Beach, Florida
32034

Permit

Permit NO. **ZON-000337-2025**

Permit Type: **Zoning Permit**

Work Classification: **Fence (non-structural)**

Permit Status: **Issued**

Issue Date: **07/23/2025**

Expiration: **01/20/2026**

Location Address

19 S 3RD ST, FERNANDINA BEACH, FL 32034

Parcel Number

00-00-31-1800-0269-0210

Contacts

Clark & Kathleen Crook **Owner**
5677 Vermont Hill Rd Vermont Hill, South Wales, NY 14139
(716)864-9508 katiecrook63@gmail.com

2910 Fletcher LLC **Owner**
2910 S Fletcher AVE, Fernandina Beach, FL 32034

Eric Rodriguez **Applicant**
543 Meadowbrook Farms Rd., Green Cove Springs, FL 32043
(904)923-8168 fencenerdslc@gmail.com

Eric Rodriguez **Contractor**
543 Meadowbrook Farms Rd., Green Cove Springs, FL 32043
(904)923-8168 fencenerdslc@gmail.com

Description: The project consists of installing a 6' vertical wood fence, 1in open picket style, along the side boundaries of the property, measuring approximately 75 feet and 82 feet in length. Additionally, the work will include the demolition of the existing front brick structure, and an old fountain currently located on the property. Please note: No fence installation will take place at the front of the property, which falls within a designated historic zone. The front section will remain untouched in compliance with local regulations.

Valuation: **\$12,117.00**

Total Sq Feet: **219.00**

Inspection Requests:

Building 904-310-3135
Zoning 904-310-3480

Fees	Amount
COA - Staff Residential Fee	\$25.00
Zoning Review Fee - Fence + Concrete Pad	\$50.00
Total:	\$75.00

Payments	Amt Paid
Total Fees	\$75.00
Check # eF3ke4IOG54I	\$75.00
Amount Due:	\$0.00

Available Inspections:	
Inspection Type	
FINAL PLANNING/ZONING (VIRTUAL W/PICTURES)	
HISTORIC DISTRICT FINAL (VIRTUAL W/PICTURES)	

PERMIT VOID SIX MONTHS AFTER DATE OF ISSUE WITHOUT A PASSED INSPECTION. ALL PERMITS SUBJECT TO INSPECTION. INSPECTIONS MUST BE MADE BEFORE PROCEEDING WITH SUBSEQUENT WORK.

WARNING TO OWNER: "YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOU PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT."

NOTICE: IN ADDITION TO THE REQUIREMENTS OF THIS PERMIT, THERE MAY BE ADDITIONAL RESTRICTIONS APPLICABLE TO THIS PROPERTY THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THE COUNTY, AND THERE MAY BE ADDITIONAL PERMITS REQUIRED FROM THE OTHER GOVERNMENTAL ENTITIES, SUCH AS WATER MANAGEMENT DISTRICTS, STATE AGENCIES, OR FEDERAL AGENCIES.

THE APPROVED PLANS AND THIS PERMIT MUST BE POST IN THE DOCUMENT BOX OR AN OTHERWISE CONSPICUOUS PLACE FOR INSPECTION.
(See Chapter 1 Building Code)