



AGENDA
HISTORIC DISTRICT COUNCIL
MARCH 17, 2016
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

1. CALL TO ORDER

2. ROLL CALL/DETERMINATION OF A QUORUM

3. APPROVAL OF MINUTES

3.1. APPROVAL OF MINUTES FROM THE HDC REGULAR MEETING OF FEBRUARY 18, 2016.

Documents: [2016 02-18 HDC RM Minutes Draft.doc](#)

4. NEW BUSINESS

4.1. MICHAEL H. + KAREN L. HUFFMAN C/O COTNER ASSOCIATES, INC., 303 CALHOUN STREET (HDC 2016-07)

New construction of two (2) new accessory garage structures of 625 SF and 375 SF and covered walkway. (Quasi-Judicial)

Documents: [HDC 2016-07_Huffman Agenda Packet.pdf](#)

4.2. NANCY ROSSITER, 214 S. 7TH STREET (HDC 2016-08)

Variance from Land Development Code section 5.01.03(J) regarding accessory structure square footage. (Quasi-Judicial)

Documents: [HDC 2016-08_Rossiter Agenda Packet.pdf](#)

4.3. NANCY ROSSITER, 214 S. 7TH STREET (HDC 2016-09)

Increase living space on 1st floor of carriage house; replace garage door, siding and windows. Addition of enclosed porch on north side and balcony in front. (Quasi-Judicial)

Documents: [HDC 2016-09_Rossiter COA Agenda Packet.pdf](#)

4.4. ST MICHAEL'S CATHOLIC CHURCH C/O WALT EDWARDS, 228 N. 4TH STREET (HDC SA 2016-10)

Installation of two (2) open space play areas using Forest Green rubber mulch (no playground equipment installed). (Quasi-Judicial)

Documents: [HDC 2016-10_St. Michaels Agenda Packet.pdf](#)

4.5. J. TERRY PETERSON C/O MIKE RICHARDSON, 511 BROOME STREET (HDC 2016-11)

Removal of existing rear porch in order to construct additional bathroom. Addition will not exceed existing footprint. (Quasi-Judicial)

Documents: [HDC 2016-11 Peterson Agenda Packet.pdf](#)

5. STAFF-APPROVED CERTIFICATES OF APPROVAL

- 5.1. **KAREN POTOSNAK-CLARK, 1001 WHITE STREET (HDC SA 2016-13)**
Repaint structure - one color will be selected:
 1. Jekyll Clubhouse Yellow, or
 2. Carolina Inn Club Aqua
- 5.2. **MONTIETH STEWART, 308 CENTRE STREET (HDC SA 2016-14)**
Reroof with modified bitumen product; not visible from the street.
- 5.3. **ROBERT PSULKOWSKI, 710 BEECH STREET (HDC SA 2016-15)**
Replace non-historic front door with 19th century door.
- 5.4. **ANTHONY SCALIES, 310 N. 5TH STREET (HDC SA 2016-16)**
Repainting structure:
 1. Exterior body - Oatlands Dainty Blue
 2. Trim - Woodlawn Dewkist, and
 3. Front door - Mark Twain House Ombra Gray
- 5.5. **DENIS + KARYN ROARK C/O RAM JACK, 213 N. 4TH STREET (HDC SA 2016-17)**
Install 10 helical piles for foundation repair towards rear of structure.
- 5.6. **HAMPTON INN & SUITES C/O BRITE LITE SERVICE CO., 19 S. 2ND STREET (HDC SA 2016-18)**
Reface existing freestanding sign.
- 5.7. **ISLAND ART ASSOCIATION C/O FAST SIGNS, 18 N. 2ND STREET (HDC SA 2016-19)**
Install one 6SF wall sign at art education center and one 6SF wall sign at art gallery gate.
- 5.8. **LOUIS + SUSAN GOLDMAN C/O LIFETIME ENCLOSURES, INC., 23 S. 6TH STREET (HDC SA 2016-20)**
Non-contributing building c.2013. Enclose screen porch (not visible from street) with windows.
- 5.9. **PATRICIA TAYLOR C/O GREG POWER, 215 AMELIA STREET (HDC SA 2016-21)**
Replace non-historic window with new SDL window.

6. BOARD BUSINESS

- 6.1. **BOARD APPLICATION - ANGELA JONES CONWAY**
Documents: [HDC Applicant Angela Jones Conway.pdf](#)
- 6.2. **BOARD APPLICATION - JAMES T. PARKER**
Documents: [BOARD APPLICATION - James T. Parker.PDF](#)

7. BOARD REPORTS

8. PUBLIC COMMENT - ITEMS NOT ON THE AGENDA

9. STAFF REPORT

- 9.1. **ADRIENNE BURKE ACCEPTS POSITION AT RIVERSIDE AVONDALE PRESERVATION**

10. ADJOURNMENT

NEXT SCHEDULED HDC REGULAR MEETING IS APRIL 21, 2010

Quasi-Judicial – Denotes that the item must be conducted as a Quasi-Judicial hearing in accordance with City Commission established procedure and Florida Statues.

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 Community Development Department (904) 310-3135. If any person decides to appeal any decision made by the Historic District Council with respect to any matter considered at such meeting he/she will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be made.

1. **Call to Order** –The meeting was called to order at 5:00 pm.

2. **Roll Call/Determination of Quorum**

Council Members Present

Michael Harrison, Chair
Jose Miranda

Jennifer King-Cascone
Shelly Rawls

Council Members Absent

George Sheffield, Vice-Chair

Others Present

Tammi Bach, City Attorney
Adrienne Burke, Community Development Director
Sylvie McCann, Recording Secretary

City Attorney Bach briefly explained the quasi-judicial procedures. Member Rawls disclosed that she received emails regarding the Kite residence. Member Miranda disclosed he received a message regarding the Kite residence, but he did not respond. Chair Harrison disclosed he received communications from various residents and lot owners in Old Town concerning the Kite proposal. He reported that he had not spoken with the Kite’s on it. Member Cascone reported she had received none.

3. **Approval of Minutes** – According to the agenda support documents, the Minutes for the January 21, 2016 Regular Meeting were presented for approval. Chair Harrison corrected the Minutes to reflect at the start of the meeting the HDC acknowledged Ms. Fisher’s service and wished her well. **A motion was made by Member Miranda, seconded by Member Cascone, to approve the amended Minutes. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

4. **Old Business** - Recording Secretary McCann administered the oath to those parties that were about to present testimony. Ms. Burke reported all application materials including the staff reports and background information were included in the agenda packet and submitted for the record.

4.1. **THOMAS KITE + ROBIN LUFT-KITE, 801 SOMERUELUS STREET (HDC 2016-04)** New construction of two-story single family home with detached garage. (Quasi-Judicial)

Ms. Burke reminded the HDC the applicant was directed to come back with updated drawings in order to demonstrate compliance with the code. She stated the majority of the items were addressed as outlined in the summary of request in the staff report. She explained there was a change in the eave from 1 to 2 feet; the front door location and the columns at the door and window openings on the west elevation were adjusted; there was an addition of an octagon on the west gable end of the roof; there were muntins added to the upper window sashes in a 2/1 light pattern; the accessory building square footage was reduced to be compliant with the 500 square foot maximum; the building heights for both structures were added to the drawings and were compliant; the mid-block dimension line was added to the drawing; the driveway width was added; the sidewalks and pathways were included; and the square footage of both structures was updated on the plans to demonstrate compliance with the lot coverage maximum of 45%. She pointed out she noted to select an option for the driveway and sidewalk material, but the applicant did that and selected a compliant material. She explained the only two comments remaining were the same as last time. She referred to the foundation and recommended it be raised to be better compliant with the guidelines and the character of the neighborhood. She commented if the foundation was further elevated it would likely result in front porch railings, which she thought would be more compliant with the guidelines and the context of the neighborhood. She recommended approval providing that those items are addressed.

Mr. Thomas Kite, 427 South Fletcher Avenue, pointed out their application includes changes that were already mentioned. He briefly explained these changes were made in a final attempt to meet more of the contradictory, vague, and in the case of accessibility potentially illegal demands of this body. He requested the HDC either deny or approve.

The public hearing was opened at this time.

Ms. Jennifer Harrison, 820 Someruelus Street, expressed her thanks to Ms. Burke for everything she does to preserve Fernandina's history. She also expressed thanks for the 2013 revision of the Old Town guidelines and the inclusion of photographs. She commented prospective residents need to understand the guidelines before they purchase a lot, and noted that Chapter 4 deals with new residential construction. She briefly commented about page 54 of the guidelines related to new construction complimenting the size and character of adjacent buildings; and also spoke about page 55 with regard to height of construction. She expressed her opinion that this house appears to be poorly proportioned (too short and too wide). She offered a few suggestions including less width, a shed roof over the porch, angling the stairs off to the side, and adding an additional lower window on the front of the house. She pointed out page 57 of the guidelines clearly states raised new construction above the ground on piers or continuous foundations. She urged the HDC to use the guidelines and expect all new construction to follow them.

Mr. Rob Psulkowski, 710 Beech Street, pointed out this board is the last vestige between changes to the Historic District and to Old Town. He agreed with the previous speaker about following the guidelines.

Ms. Teresa Kerr explained she was working on a contract in Old Town, and stated it was interesting and informative for her to think about building on one of the lots in Old Town. She questioned which document she should look at before purchasing a lot. Ms. Burke explained the 2013 guidelines are on the City's website.

There being no further comments from the floor the public hearing was closed. Member Miranda noted the applicant took steps to improve the design, but he still felt this was a very important lot in Old Town. He expressed his opinion that this lot deserves better from a design point of view. He stated the critical part to him was the framing of the porch, and it was not detailed as such. He commented there were no decorative elements in terms of porch column details or porch railing details. He noted the applicant's comments that he was not going to change this design any further. **A motion was made by Member Miranda, seconded by Member Cascone, to deny HDC 2016-04; and that the HDC make the following the findings of fact and conclusions of law part of the record that HDC 2016-04 as presented is not substantially compliant with the Land Development Code, the Old Town Preservation Development Guidelines, and the Secretary of Interior Standards to warrant approval at this time.** Chair Harrison concurred that the failure to follow the guidelines in elevating the foundation above grade was a deal breaker. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

5. New Business

5.1. ROBERT THOMAS BURNS JR. + ANN M. BURNS, 212 S. 5TH STREET (HDC 2016-06) New construction of single family dwelling.

Ms. Burke explained this is a vacant property at 212 South 5th Street and is surrounded by a variety of homes from different years (1900, 2004, 1951, 1934, and 1995). She pointed out the house across the street was built in 1995, but it is not in the Historic District. She stated the applicant is requesting approval to construct a new single-family home with a detached accessory building. She commented the applicant previously applied last fall for a context sensitive review determination, and their new front yard setback was 17.3 feet. She reported she found the project compliant with the standards, and recommended the applicant be mindful of standard 8 regarding archeological material. She pointed out the downtown guidelines recommend new construction be compliant with

adjacent buildings in terms of: height, materials, setback, width, scale, proportions, and roof form. She provided further specifics as outlined in the staff report including that she recommended approval confirming the window information and being mindful of standard 8.

Chair Harrison commented he was expecting to see elevations from the construction drawing. Ms. Burke stated these are architectural drawings and the full plan set was available in the folder. Chair Harrison explained the HDC has asked Ms. Burke over the past few meetings to make certain the as approved design complies with the as built design. He stated this was triggered by mechanical elements that came in later, and commented these drawings look as if they were more suited for a conceptual approval rather than a final approval. Ms. Burke clarified the HDC talked about requiring that information for commercial projects.

Member Cascone inquired if this would be hardi board. Mr. Mike Richardson, architect, replied correct. Member Miranda questioned if the windows would have a raised muntin profile. Mr. Richardson replied yes.

The public hearing was opened at this time.

Mr. Grant Worsley, 504 Beech Street, property immediately to the north of this lot, commented he looked at the plans and questioned if the dimensions changed. He commended the HDC for allowing the setbacks in the front to make it more uniform with the other houses. Member Miranda inquired if the red lines on the plans were confirmation of the dimensions. Ms. Burke commented Mr. Worsley may have looked at the plan set before she verified the dimensions. She clarified the red lines verify the dimensions as drafted were scaled out correctly. She stated it meets all the setback requirements.

There being no further comments from the floor the public hearing was closed. Member Cascone inquired if there was a garage. Ms. Burke replied yes. Member Cascone questioned if the paving had been determined. Member Miranda noted it said crushed stone. **A motion was made by Member Miranda, seconded by Member Cascone, to approve HDC 2016-06; and that the HDC make the following the findings of fact and conclusions of law part of the record that HDC 2016-06 as presented is substantially compliant with the Land Development Code, the Downtown Historic District Guidelines, and the Secretary of Interior Standards to warrant approval at this time. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

Member Miranda expressed his appreciation of the owner hiring a local architect to design a house that meets the guidelines.

6. Staff-Approved Certificates of Approval

- 6.1. **ERIC LAWRENCE, 1 N. 4TH STREET (HDC SA 2016-01)** Install window lettering less than 25% of glass - one sign on Centre Street frontage and one on N. 4th Street frontage. Two (2) signs permissible per business.
- 6.2. **BIMBI LLC, 11 N. 3RD STREET (HDC SA 2016-02)** Painting exterior in Woodlawn Dewkist with trim and accents Oatlands Dainty Blue.
- 6.3. **CHRISTMAS ON THE RIVER C/O FASTSIGNS, 202 CENTRE STREET (HDC SA 2016-03)** Install 4.25 SF projecting sign.
- 6.4. **DONNA BALLARD, TRUSTEE, 307 S. 7TH STREET (HDC SA 2016-04)** Reroof with 5V crimp metal roof.
- 6.5. **CITY OF FERNANDINA BEACH C/O BOREE CANVAS, 1 N. FRONT STREET (HDC SA 2016-05)** Install awning on north side of Welcome Center/Shrimping Museum.
- 6.6. **TAINA CHRISTNER, 406 BEECH STREET (HDC SA 2016-06)** Replace two (2) non-historic doors with new single light doors.

6.7. ROY CARTER C/O BEAN BUILDERS INC., 119 S. 5TH STREET (HDC SA 2016-07) Install 6 FT tall cedar driveway gate. Gate will be painted white.

6.8. ROBERT TOMASCIK, 112 S. 10TH STREET (HDC SA 2016-08) For the following projects:

1. Build 110 SF rear deck with open air pergola, not visible from street;
2. Replace damaged concrete front walkway;
3. Replace dirt driveway with ribbon (concrete + shell);
4. Repair carport + roof + siding + install barn door style door. No expansion of carport footprint;
5. Build landscape gazebo.

6.9. WRIGHT RUNWAY LLC C/O DOUGHERTY COMPANY, 311 CENTRE STREET (HDC SA 2016-09) Install new Andersen A series 2/2 windows with 7/8" exterior muntins, at 2nd story front and rear windows. Existing are not original - do not fit window openings with arch.

6.10. ROBERT + LORETTA ERICKSON, 205 BROOME STREET (HDC SA 2016-10) For the following projects:

1. Remove non-historic shed (not structurally connected to building) at southwest corner;
2. Remove non-historic siding enclosure at northwest corner + restore original porch;
3. Remove metal siding on north south gable ends + restore wood;
4. Remove non-historic front porch components (siding + window) and restore front porch;
5. Repair roof. New roof to return for later approval;
6. Install wood fence at north property line (8' tall) and east/west property lines (4' tall), paint/stain color TBD.

6.11. KIM DAVIS, 310 N. 5TH STREET (HDC SA 2016-11) Install 6 FT cedar fence on north side of property. Fence to be stained brown.

There were no questions or concerns about the staff approved Certificates of Approval.

7. Board Business

7.1. Discussion of Window List – Ms. Burke reminded the HDC of the packet of information she provided in December, which was a window list Member Miranda worked on with her. She pointed out options were approved for use on historic structures and approved for use on new construction projects only. She stated she would like the HDC to take action on this so it can be provided to applicants. There was some discussion about the proposed list, which would approve the brand and the series of windows. A statement was added to the list that the arrangement of light pattern was up to the applicant.

Ms. Burke requested if the HDC approves this to include that approval of the list would be as amended from time to time. **A motion was made by Member Miranda, seconded by Member Cascone, to adopt the Historic District Council Windows List.** Member Rawls pointed out the list under new construction does not list any vinyl clad wood. Member Miranda explained any of the product lines approved for use on historic structures can also be used for new construction. Ms. Burke stated this would include language that the list would be amended from time to time, the arrangement of the light pattern is up to the applicant, and under new construction any product line approved for use on historic structures can also be used on new construction. Member Cascone noted if a new product comes out they would have to come before the HDC. Member Miranda replied yes and Ms. Burke made a note that new products would be reviewed by the HDC. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

7.2. Board Application - Douglas "Andy" Mock – Ms. Burke reported that Mr. Mock had withdrawn his application from consideration.

7.3. Board Application - Robert Erickson – Ms. Burke stated Mr. Erickson was still interested and serving. She commented that Mr. Erickson was available if the HDC had questions. She reported that today another application was received, but it was too late to put in on the agenda. Member Miranda inquired if there were two vacancies to fill. It was noted there were two alternate vacancies on the HDC. Ms. Burke explained right now the HDC was just considering Mr. Erickson. Chair Harrison commented the length of time for which he was a City resident was not filled out. It was noted that length of time as a City resident was part of the application. Chair

Harrison requested to ask the City Clerk's office when processing applications to make sure that the forms are complete, but if it is not a requirement to take that box off. Member Miranda commented the HDC doesn't make a decision, but rather just forwards them to the City Commission. Ms. Burke replied it was up to the HDC.

Mr. Erickson briefly introduced himself and explained he has lived here for almost 2 years. He also briefly spoke about the efforts his wife and he have undertaken with restoring their home. He explained he would like to be on the board, because going through the experience would help in the Historic District. He commented not every house would have a picture like their home or have a relationship with someone that has original pictures. After a brief discussion, Chair Harrison suggested the HDC have a stronger role in outreach and encouraging the owners of historic properties. **A motion was made by Member Miranda, seconded by Member Rawls, to forward the application to the City Commission for action. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

Ms. Burke thanked the Erickson's for working closely with staff, and commented they are A+ preservation students. She stated they have done a phenomenal job on that house.

City Attorney Bach explained she looked it up in the Charter, the Land Development Code, and the Code of Ordinances and there is no twelve month minimum residency. Chair Harrison suggested requesting the City Clerk take that box out.

Mr. Lynn Williams explained he was here to support the awning for the welcome center, because there needs to be more shade at the waterfront. He commented with working with the Community Redevelopment Area (CRA) Advisory Board he was concerned with the definitions in the guidelines where it says "industrial vernacular". He noted the City wants a working waterfront, and stated it was changing with regard to the fishing industry. He suggested the idea of having an architectural review board with the HDC for development on the waterfront and not try to say what industrial vernacular is, because it runs much too wide. Member Miranda pointed out the CRA is under the purview of the HDC for review of architecture. Ms. Burke stated the HDC has been the architectural review board for the CRA and has been since 2008. There was some discussion about this noting that things that face Front Street should focus more towards the CRA look and projects that face 2nd Street would need to represent the Historic District Guidelines. Ms. Burke commented the guidelines are helpful in that they have a lot of visuals for what that look is supposed to be. There was further discussion about the definition of industrial vernacular noting that it was defined in the CRA Design Guidelines for Fernandina Beach, which was created through a public process.

The City Attorney left the meeting at this time.

8. Board Reports – Chair Harrison questioned whether the HDC could be more involved in outreach. Member Miranda stated he hesitates on that, because the HDC is supposed to be impartial. He commented the guidelines are pretty clear as to what criteria the HDC is supposed to use to approve projects. He suggested it be a role for a group with the capability for that, because City staff is already overstretched. Ms. Burke explained outreach is an important role for a City historic preservation program, and that is something that has been done over the years. She commented when she was a Planner she did newsletters and postcards during preservation month to thank people for their work on their houses and buildings. It was noted a preservation award program was created as well as brochures. Ms. Burke reminded the HDC the City received a grant to hold the preservation workshop, and stated the City has done outreach in the past but a lot of that she has had to let go. She commented thankfully the museum stepped in to help with the preservation awards. There was some discussion about this and it was noted that the Main Street Program might be able to help with the outreach component.

Chair Harrison extended his thanks for the work Ms. Burke has done for the Black History Month events. Ms. Burke announced that tomorrow morning at 11:30 am at the Peck Center would be the unveiling of the State Historic Marker. She stated tomorrow night at 6:00 pm at the Peck Center would be the museum's third on third and she would be doing a presentation on the preservation of Peck. She explained the last event of the month was another showing of the Rosenwald film on Monday night at 6:00 pm at the library on 4th Street. She commented today was the Peck memory scanning day at the museum, and several alumni came with their old yearbooks.

Member Cascone commented the things the HDC has talked about years ago are finally coming into play. She clarified the windows have been an issue for years, and commended Ms. Burke for her work.

Mr. Rob Psulkowski, 710 Beech Street, expressed his concern about a house on 7th Street that stood vacant for a while and no work was done on it. He noted Ms. Burke sent window restoration people over to take a look at it, and commented that is really hands on. He stated the homeowner pulled off the aluminum siding and the wood siding looks very serviceable, but Ms. Burke was told they can't save anything. Member Miranda inquired if the HDC's motion was to save the siding and windows. Ms. Burke stated she went back and looked at the Minutes. She explained she can go back and listen to the recording, but at the time of the meeting she didn't think they had pulled off any of the aluminum siding. She commented when they started removing the aluminum siding if they found that the wood siding was salvageable they would look to salvage it. She pointed out this was a discussion she has had with them for the past few months, and last week when she followed up with them she was told they can't save anything. She commented she needed to listen to the case again to see if she could glean from it any more information than was in the Minutes, but the motion was not as clear. Chair Harrison questioned Mr. Psulkowski's concern. Mr. Psulkowski clarified his concern was if they were sent out with no approved window for the front of the house. He stated the windows are one of the redeeming features of this house. He questioned what the windows would be replaced with. Member Miranda noted it wasn't clear what the window was going to be replaced with if they could not be salvaged. There was a review of the motion made for this case, and Ms. Burke suggested when it comes to whether or not it is salvageable that the applicant should come back to the board for a determination. There was some further discussion about this case, and it was noted that Ms. Burke would re-listen to the case.

9. Staff Report – Ms. Burke reported she was the Chair for the Design Committee of the Main Street Program, and there has been a lot of positive response. She stated her goal as Chair in this first year was to have the committee do something tangible, and she wants people to see something downtown that is different to see the Main Street Program making a difference. She explained she was determined to do something about the news boxes, and it would be a major visual change that people will notice. She stated the other thing the committee was working on was creating an inventory of all the streetscape elements to know what we have block by block. She commented at the last meeting they talked about establishing a partnership with flowering Fernandina, and looking at revamping that program. It was noted that Ms. Burke would provide the HDC with a monthly update about these efforts.

Ms. Burke commented a postal service spokesperson told the Jacksonville news that they had awarded the downtown Post Office contract and the project was supposed to be done by the end of 2016. She stated her understanding was that the contractor was from Atlanta and the architect is from Jacksonville. There was a brief discussion about the Post Office restoration.

Ms. Burke announced that the next meeting would be March 17th.

10. Adjournment - There being no further business to come before the Historic District Council, the meeting was adjourned 6:20 pm.

Sylvie McCann, Clerk

Michael Harrison, Chair



**HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2016-07
March 17, 2016**

Subject Property: 303 Calhoun Street



Owner/Applicant: Michael + Karen Huffman

Requested Action: Certificate of Approval (COA) for construction of two accessory garages of 625 SF and 375 SF

2007 Historic Resource Survey: 1925 Property Appraiser date c.1888. See notes below in background information.

Zoning/FLUM: R-2/Medium Density Residential

Existing Use: Single Family Home

Adjacent Properties:

North
Vacant R-2/Medium Density Residential



South
Yard Space R-2/Medium Density Residential



East
Residential, R-2/Medium Density Residential



West
Warehouse, I-W/Industrial Waterfront



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

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is requesting approval to construct two accessory structures. One structure will be 625 SF, the maximum allowable square footage, and the other structure will be 375 SF. Per Land Development Code Section 5.01.03(C), two accessory structures are permitted on the site. The larger structure faces N. 3rd Street and will emulate the architectural style of the primary historic building. The smaller structure will face Calhoun Street and have a simpler design. A paver patio will separate the buildings and a covered walkway will extend to the main structure.

Structure history: This building is a former church. As staff understands it, the building housed St. Peter Claver Catholic Church, the African-American Catholic Church that moved from Old Town. The structure is not present on the 1884 Sanborn map. The 1891 and 1897 Sanborn maps do not include Block 17. No building shows up on the parcel in the 1903 or 1909 Sanborn maps. Block 17 is not included again in 1926 maps. It would appear the Historic Resource Survey information is more accurate.

Past COA:

SA 2007-19	4/2/2007	Replace existing broken concrete patio with brick pavers
SA 2005-38	8/11/2005	Replacement of broken windows and repaint window trim

Proposed building materials are in the application packet.

APPLICABLE GUIDELINES:

Section 8.01.01.01(A) and Section 8.03.04(A)(1) of the Code states that the review of the proposed development shall be based on the *Secretary of the Interior's Standards for Rehabilitation*. **Secretary of the Interior Standards 9 and 10 apply to this project.**

Section 8.01.01.01(B) and Section 8.03.04(A)(2) of the Code states that the review of proposed development within the Historic District Overlay shall also be based upon compliance with the *Downtown Historic District Guidelines*. **The applicable 2013 Guidelines are for residential buildings: Outbuildings (p.101).**

ANALYSIS AND STAFF RECOMMENDATION:

The proposed project is compliant with both the SOIS and Downtown Design Guidelines. No historic materials will be destroyed and if the buildings were removed in the future, they would have no impact on the historic structure. The Design Guidelines state that new outbuildings should be designed to be complimentary to the dwelling's architectural style and scale of the adjacent dwelling, and to the rear of the main building or set back from the side. The proposed structures meet all of the above. The 625 SF building is set back over 50' from the façade of the historic structure and the small building is at the very rear corner of the property. Both styles are compatible with the dwelling.

Recommendation: Approval.

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2016-07; AND I move that the HDC make the following findings of fact and conclusions of law part of the record:

That HDC case 2016-07, as presented, **is or is not** substantially compliant with the Land Development Code, the Downtown Historic District Guidelines, and the Secretary of the Interior's Standards to warrant approval at this time.

Adrienne Burke
CDD Director

OFFICE USE ONLY

REC'D: 2/15/16 BY: AB
PAYMENT: \$ 20000 TYPE: CNE#200019
APPLICATION #: 2016-0000249
CASE #: 2016-07
BOARD MEETING DATE: 3/17/16



APPLICATION FOR HISTORIC DISTRICT COUNCIL COA

APPLICANT INFORMATION

Owner Name: Michael H. Huffman and Karen L. Huffinan, Trustees of The GLR Trust Agreement
Mailing Address: P.O. Box 13536, Dayton, OH 45413
Telephone: (937) 546-2876 Fax: _____
Email: mike@huffdog.com

Agent Name: Cotner Associates, Inc. Architects
Mailing Address: 9 South 3rd Street, Fernandina Beach, FL 32034
Telephone: (904) 277-4593 Fax: (904) 277-6734
Email: john@cotnerassociates.com

PROPERTY INFORMATION

Street Address: 303 Calhoun Street
Parcel Identification Number(s): 00-00-31-1800-0017-0010
Lot Number: 1 & 31-34 Block Number: 17

PROJECT INFORMATION

- STAFF APPROVAL BOARD APPROVAL: CONCEPTUAL _____ OR FINAL X
 New Construction Demolition
 Additions/Alterations Other: _____

Brief description of work proposed:

Construction of two new accessory garage structures of 625s.f. and 375s.f., totalling 1,000s.f., and covered walkway connecting existing residence to new garages.



OWNER'S AUTHORIZATION FOR AGENT REPRESENTATION

I /WE Michael H. Huffman & Karen L. Huffman, Trustees of The GLR Trust Agreement
(print name of property owner(s))

hereby authorize: Cotner Associates, Inc. Architects
(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] Trustee
(Signature of owner)

[Signature]
(Signature of owner)

Michael H Huffman
(Print name of owner)

Karen L. Huffman
(Print name of owner)

STATE OF FLORIDA }
 } ss
COUNTY OF NASSAU }

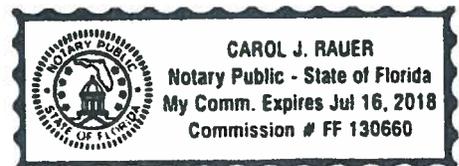
Subscribed and sworn to before me this 2nd day of February, 2016.

[Signature]
Notary Public: Signature

CAROL J. RAUER
Printed Name

7/16/18
My Commission Expires

Personally Known _____ OR Produced Identification OHIO License Produced: RM283384



Prepared by:
Andrea F. Lennon, P.A.
961687 Gateway Blvd. Suite 101L
Amelia Island, Florida 32034

File Number: 14-325

General Warranty Deed

Made this September ^{25th}, 2014 A.D. By Catherine W. Ingebrigtsen joined by her husband Nils Magnus Sagen Ingebrigtsen, hereinafter called the grantor, to Michael H. Huffman and Karen L. Huffman, as Trustees of The GLR Trust Agreement dated September 9, 2014, whose post office address is: P.O. Box 13536, Dayton, OH 45413, hereinafter called the grantee:

(Whenever used herein the term "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

Witnesseth, that the grantor, for and in consideration of the sum of Ten Dollars, (\$10.00) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee, all that certain land situate in Nassau County, Florida, viz:

**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:**

LOTS 1, 31, 32, 33, AND 34, BLOCK 17, CITY OF FERNANDINA BEACH.

*****Pursuant to F.S. 689.073, this deed confers upon the Trustee the power and authority either to protect, conserve and to sell, or to lease, or to encumber, or to otherwise manage and dispose of the real property described herein*****

Parcel ID Number: 00-00-31-1800-0017-0010

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to December 31, 2013.

Prepared by:
Andrea F. Lennon, P.A.
961687 Gateway Blvd. Suite 101L
Amelia Island, Florida 32034

File Number: 14-325

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in our presence:

[Signature] Catherine W. Ingebrigtsen (Seal)
Witness Printed Name: Joseph Santajal
Catherine W. Ingebrigtsen

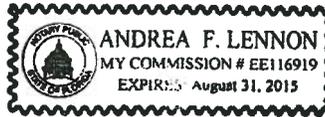
[Signature] Nils Magnus Sagen Ingebrigtsen (Seal)
Witness Printed Name: Andrea F Lennon
Nils Magnus Sagen Ingebrigtsen

State of Florida
County of Nassau

The foregoing instrument was acknowledged before me this 25th day of September, 2014, by Catherine W. Ingebrigtsen and her husband Nils Magnus Sagen Ingebrigtsen, who have produced drivers license as identification and did not take an oath.

[Signature]
Notary Public
Print Name: Andrea F Lennon

My Commission Expires:



NASSAU | A. Michael Hickox, CFA, Cert. Res. RD1941

Nassau County Property Appraiser

Property Search Recent Sales Search Nassau Home

OWNER NAME	GLR TRUST AGREEMENT	PARCEL NUMBER	00-00-31-1800-0017-0010
MAILING ADDRESS	MICHAEL HUFFMAN TRUSTEES ET AL PO BOX 13536	TAX DISTRICT	FERNANDINA BEACH (DISTRICT 2)
	DAYTON, OH 45413	MILLAGE	20.6524
LOCATION ADDRESS	303 CALHOUN ST FERNANDINA BEACH 32034	PROPERTY USAGE	SINGLE FAMILY
SHORT LEGAL	BLOCK 17 LOTS 1 & 31 THRU 34 IN OR 1940/202 CITY OF FDNA BEACH	DEED ACRES	0
		HOMESTEAD	N
		PARCEL MAP RECORD	MAP THIS PARCEL
		TAX COLLECTOR SEARCH	NASSAU TAX COLLECTOR LINK
		PROPERTY RECORD CARD	LINK TO PROPERTY RECORD CARD (PDF)

2015 Preliminary Values

JUST VALUE OF LAND	\$75,000
LAND VALUE AGRICULTURAL	\$0
TOTAL BUILDING VALUE	\$327,289
TOTAL MISC VALUE	\$5,168
JUST OR CLASSIFIED TOTAL VALUE	\$407,457
ASSESSED VALUE	\$407,457
EXEMPT VALUE	\$0
TAXABLE VALUE	\$407,457

Land Information

LAND USE	LAND UNITS	LAND UNIT TYPE	SEC-TWN-RNG
SFR 000100	100	FF	21-3N-28

Building Information

TYPE	TOTAL AREA	HEATED AREA	BED ROOMS	BATHS	PRIMARY EXTERIOR	SECONDARY EXTERIOR	HEATING	COOLING	ACTUAL YEAR BUILT	BUILDING SKETCH
SNGL FAM	4,561	3,611	3	3	CEDAR	COMMON BRK	AIR DUCTED	FORCED AIR	1888	SHOW SKETCH

Miscellaneous Information

DESCRIPTION	DIMENSIONS L x W	UNITS	YEAR BUILT
CONCRETE A	18 X 23	414	1980
CONCRETE A	4 X 8	32	1993
TRELLIS A	16 X 37	592	2007
TRELLIS A	12 X 12	144	2007

Sales Information

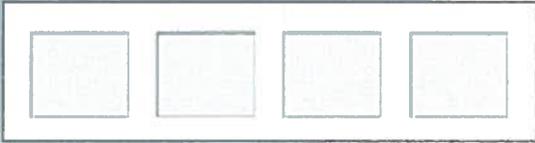
SALE DATE	BOOK / PAGE	BOOK / PAGE	PRICE	INSTRUMENT	QUALIFICATION	IMPROVED? (AT TIME OF SALE)	GRANTOR	GRANTEE
09/25/2014	1940/202	1940/202	529000	WD	Q	Y	INGEBRIGHTSEN CATHERINE W & NILS MAGNUS SAGEN	GLR TRUST AGREEMENT
03/06/2009	1609/1737	1609/1737	100	WD	U	Y	HISTORIC PROPERTY GROUP INC	INGEBRIGHTSEN CATHERINE W
11/02/2006	1456/957	1456/957	100	QC	U	Y	HISTORIC PROPERTY GROUP INC	INGEBRIGHTSEN CATHERINE
05/10/2004	1228/1491	1228/1491	275000	WD	Q	Y	BERNREUTER CHARLES H ETAL	HISTORIC PROPERTY GROUP INC
04/07/1997	789/1150	789/1150	100	QC	U	Y	BERNREUTER DOROTHY J	BERNREUTER DOROTHY J L/E
08/29/1996	769/1494	769/1494	100	QC	U	Y	BERNREUTER DOROTHY J	BERNREUTER DOROTHY J L/E
05/10/1994	227/222	227/222	25000	WD	Q	Y		











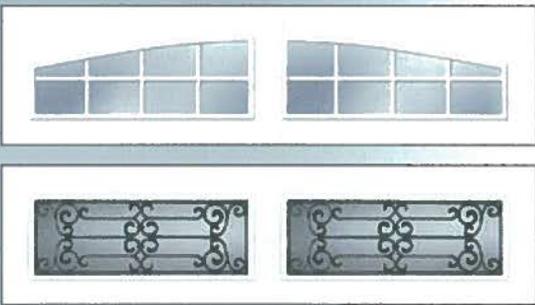
Solid Top Sections

Solid top sections in rectangular, square and arch designs provide more design options to complement new home styles.



Faux Top Sections

Faux top sections create the illusion of a window by using a solid dark gray steel background with arch, square and rectangular grille overlays. Provides added security while creating the appearance of a real window.



Glazed Top Sections

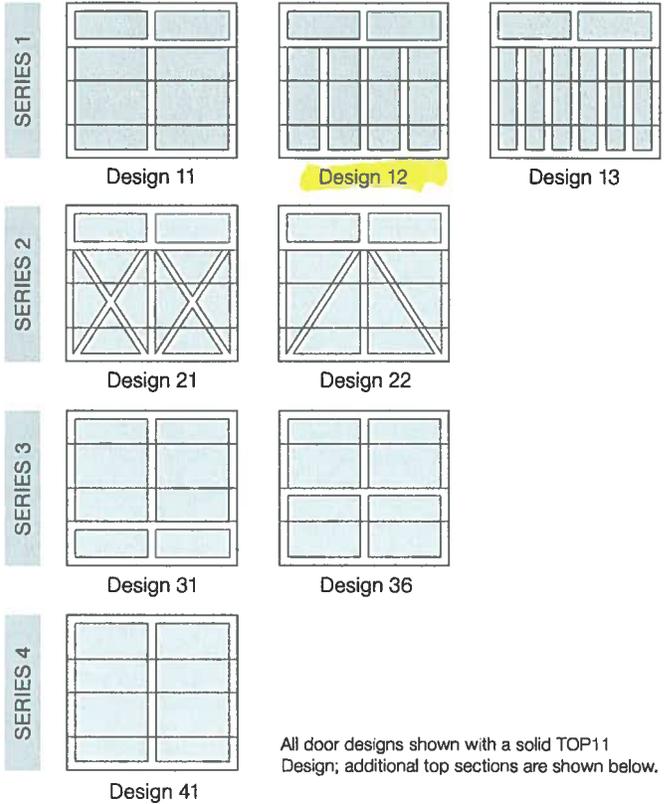
Glazed top sections in clear or obscure glass and snap-in grilles create square and rectangular designs. Wrought iron windows feature a black iron-look design on a "seeded" look acrylic that provides an Old World European style to complement light fixtures, entry doors and other decorative features.

Glazed top sections (windows) NOT available in 15'0" and 15'6" width doors.

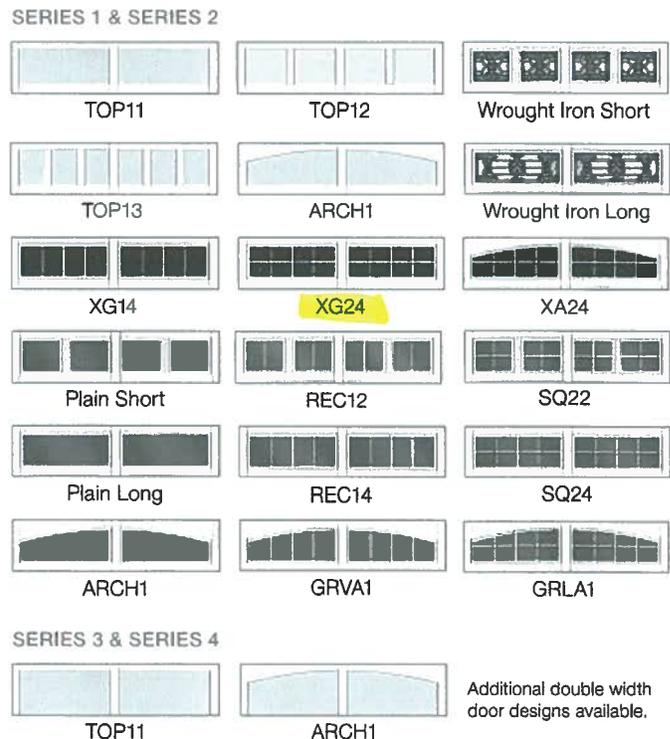
Note: All glazed top sections available up to WINDCODE® W1. Short glazed top sections, SQ22, Plain Short and Wrought Iron Short (WIS) available up to WINDCODE® W6.

Contact your local dealer for door width restrictions.

Door Designs



Top/Window Sections



PRODUCTS OPTIONS DESIGN & PLANNING WHY TRUSTILE FOR PROFESSIONALS

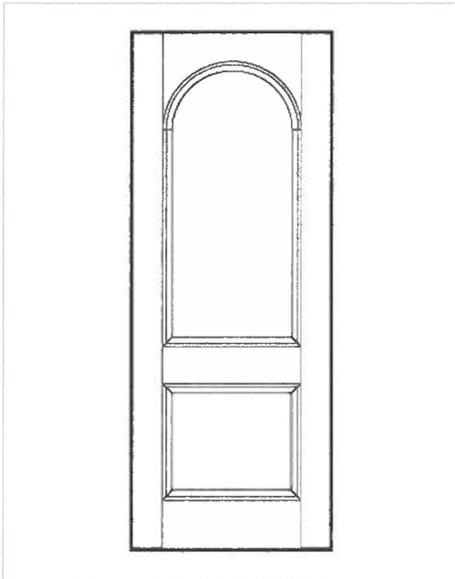
Search

Home / Products / Panel Doors / TS Series Door Styles / TS2190

TS2190

Mediterranean Victorian

OVERVIEW | PROFILES | WOOD SPECIES | GLASS | LEATHER | METAL



Series:	TruStile (TS) Series
Application:	Interior, Exterior
Thickness:	1-3/8", 1-3/4", 2-1/4"
Construction:	TruStile MDF TruStile Reserve Wood
Available Fire Rating:	20 45 60 90

Where to Buy

Search by City & State or Zip

Homeowner Build Profe

Search

TS2180
Previous Door

TS2200
Next Door

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MAP OF BOUNDARY SURVEY

OFFICIAL RECORDS BOOK 1609, PAGES 1737 & 1738

All that certain peice, parcel or tract of land lying situate in the County of Nassau and State of Florida being more particularly described as follows:

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:

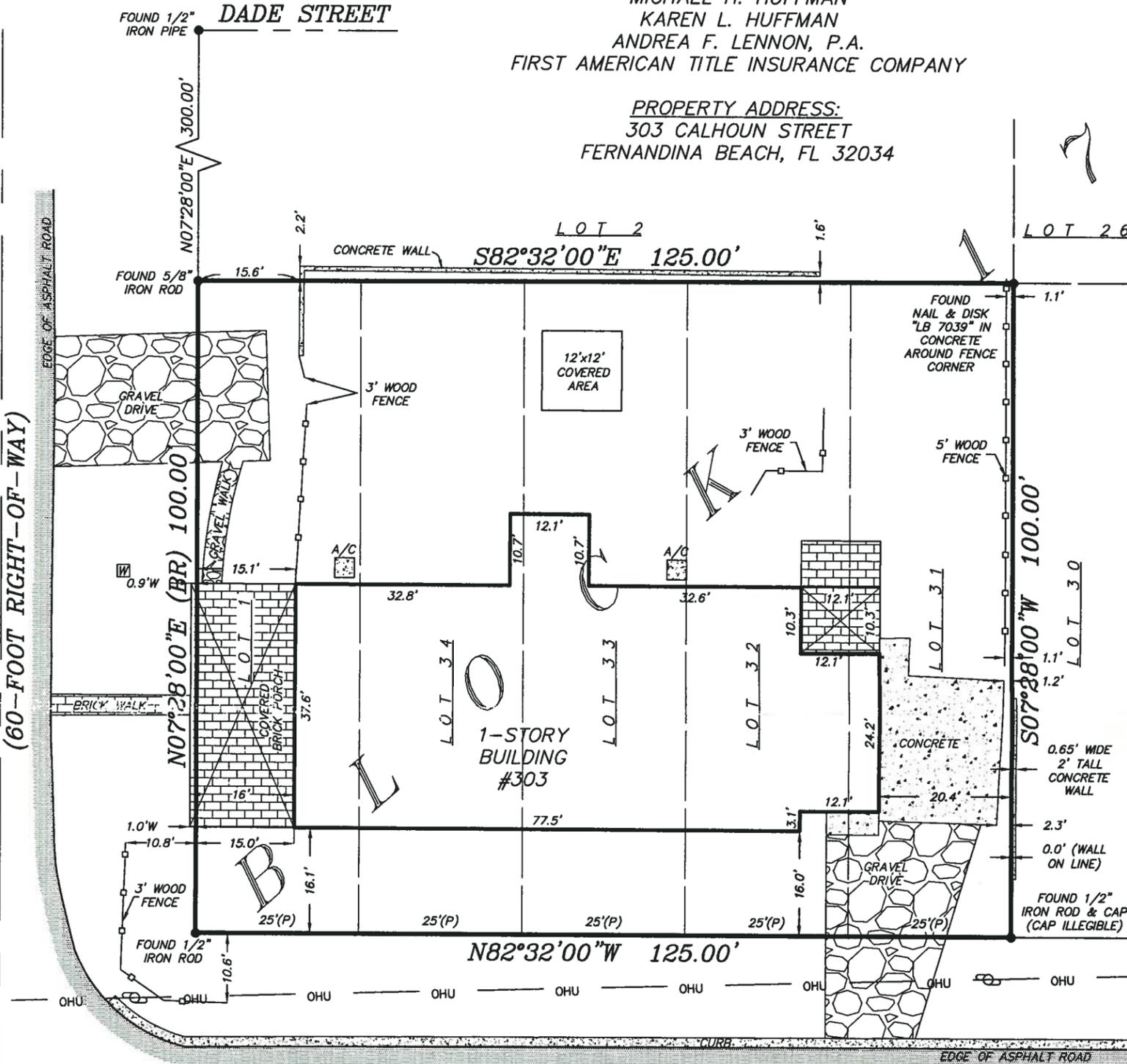
Lot 1 and 31 through 34 Block 17 City of Fernndina Beach

CERTIFIED TO:
 MICHAEL H. HUFFMAN
 KAREN L. HUFFMAN
 ANDREA F. LENNON, P.A.
 FIRST AMERICAN TITLE INSURANCE COMPANY

PROPERTY ADDRESS:
 303 CALHOUN STREET
 FERNANDINA BEACH, FL 32034



NORTH THIRD STREET
 (60-FOOT RIGHT-OF-WAY)



CALHOUN STREET
 (60-FOOT RIGHT-OF-WAY)

LEGEND

- A/C = AIR CONDITIONER
- ⊕ = CENTERLINE
- ▨ = CONCRETE FLATWORK
- (P) = PLAT
- B.R. = BEARING REFERENCE
- ⊠ = WATER METER
- = WOOD FENCE
- ⊙ = WOOD POWER POLE

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SURVEY NOTES:

- 1) The "Legal Description" hereon is in accord with the description provided by the client.
- 2) Underground improvements were not located or shown.
- 3) Lands shown hereon were not abstracted by this office for easements, rights-of-way, ownership or other instruments of record.
- 4) Bearings shown hereon are based on an assumed bearing of N07°28'00"E for the easterly right-of-way line of North Third Street. The bearing reference line is indicated as thus (BR).
- 5) "Unless it bears the signature and the original raised seal of a Florida licensed surveyor and mapper, this map/report is for informational purposes only and is not valid."
- 6) The property shown hereon lies within flood zone "X" as per F.E.M.A. Flood Insurance Rate Map, Panel 12089C 0237 E, Dated 12/17/2010. Flood Zone information listed above and shown on this survey is provided as a courtesy and is approximate at best. All data should be verified by Nassau County Building Department for accuracy. We assume no liability for its accuracy. Flood Zone information is not covered by the certification hereon and is not required to be shown per Chapter 5J-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes.
- 7) This survey is protected by copyright and is certified only to the entities listed and only for this particular transaction. Any use or reproduction of this survey without the express written permission of the surveyor is prohibited. Use of this survey in any subsequent transactions is expressly prohibited and is not authorized. The surveyor expressly disclaims any certification to any parties in future transactions. No entity other than those listed should rely upon this survey.

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.

Michael A. Manzie

MICHAEL A. MANZIE, P.L.S. 4059

MANZIE & DRAKE LAND SURVEYING

117 South Ninth Street, Fernandina Beach, FL 32034

(904) 491-5700 FAX (904) 491-5777

Certificate of Authorization Number "LB 7039"

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

SCALE: 1"=20' JOB NO: 19083 DATE: 9/23/14 CADD: WKD
 F.B. NO: X-279 PAGE NO: 23 FIELD CREW: JJ FILE NO: A-3609

DRAWING INDEX

- A-1 SITE PLAN & ELEVATIONS
- A-2 FLOOR PLAN & DETAILS
- A-3 SECTIONS, DETAILS & FRAMING
- A-4 GENERAL NOTES



HUFFMAN ACCESSORY STRUCTURE

303 CALHOUN STREET
FERNANDINA BEACH
NASSAU COUNTY, FLORIDA

STUCCO APPLICATION

STUCCO
A-00

STANDARDS/PREFERENCES: NOTE: THE FOLLOWING INFO IS COMPILED/EXERPTED FROM THE FOLLOWING CODES, CONTRACTOR SHALL FOLLOW REFERENCED SPECS AS LISTED BELOW:
1. ASTM C 1063; 2. ASTM C 1063; 3. PORTLAND CEMENT PLASTER (STUCCO) MANUAL, EB-04, PORTLAND CEMENT ASSOC.; 4. "GUIDE SPECIFICATIONS FOR METAL LATHING AND FIRING", METAL LATH/STEEL FRAMING ASSOC.

ELASTOMERIC FACTORY-PREPARED FINISH-COAT PRODUCTS: (CONTRACTOR TO SELECT FROM ONE OF THE FOLLOWING PRODUCTS, AND USE (1) MANUFACTURER FOR ALL STUCCO PRODUCTS (NO MIXING OF DIFFERENT MANUFACTURERS STUCCO PRODUCTS). SUBMIT TO ARCHITECT PRODUCT DATA AND APPLICATION PROCEDURE FOR WRITTEN APPROVAL. PRIOR TO PROCEEDING WITH THE WORK, FOLLOW ALL MANUFACTURER'S INSTRUCTIONS FOR APPLICATION AND USE ALL SUBSTRATE PREPARATION PRODUCTS PER MANUFACTURER. REPAIR ANY CRACKS PER MANUFACTURER. PROVIDE SAMPLES FOR OWNER'S SELECTION OF COLORS AND TEXTURES)
- TRIM: ON FINISH DO NOT USE ROLLER/PAINT APPLIED FINISHES

1. DRYVIT: MEANWELLASTIC (2040A), TEXTURES: GUMSBITS, SANDPEBBLE, SANDPEBBLE FINE, AND ADOBE
2. SUD: FOMERFLEX SILCO, TEXTURES: FINE (205), MEDIUM (206), SMRL (207), FREEFORM (208)
3. PAREX: E-ELASTIC, TEXTURES: FLEXFINE (426), FLEXSAND (427), FLEXSHR. (428), FLEXTEX (429)

NON-PLASTER THK. - (2) COAT WORK:

BASE	1ST COAT	ND COAT	3RD COAT	TOTAL
MIL LATH/FELT	3/8"	3/8"	1/8"	1 1/8"
UNIT MASONRY	1/4"	1/4"	1/8"	3/8"

PORTLAND CEMENT MIXTURE: PROPORTION SHOULD BE ADJUSTED TO SUIT USE AND CLIMATIC CONDITIONS AT PROJECT TO PRODUCE A HARD SURFACE THAT IS RESISTANT TO ABRASION AND UNAFFECTED BY DAMPNESS. FOLLOW TOLERANCES OF STANDARDS REFERENCES AS LISTED ABOVE.

- EXTERIOR TRIMS (REFER TO ELEVATIONS FOR DESIGNATIONS)
- CAST STONE - MIDNER - HORIZONATED POLYSTYRENE OR BETHANE, WHERE DRAWN (51), -OR- COORDINATE LOCATIONS W/ OWNER (210); ALL TRIMS TO BE INSTALLED PER MANUF. INSTRUCTIONS W/ MANUF. ACCESSORIES
- FOR FINISHED-IN-PLACE FOAM BLOCKING (WHEN CALLED FOR IN DRAWINGS), USE DRYVIT PRODUCTS AS DETAILED BELOW OR OTHER ARCHITECT APPROVED EQUAL. APPLY TO STUCCO FACE PRIOR TO FINISH COAT AND FINISH STUCCO AND FOAM BLOCKING AT SAME TIME (STEP 10). FOLLOW ALL MANUFACTURER'S RECOMMENDATIONS FOR PROPER INSTALLATION
- 1. WRAP (BACKWRAP) DRYVIT REINFORCING MESH (4.3 HEIGHT) AROUND TRIM
- 2. ADHERE POLYSTYRENE FOAM BLOCKING TO SUBSTRATE W/ DRYVIT ADEPS, OR MECHANICALLY ATTACH
- 3. SEAL JOINTS W/ MANUF. APPROVED SEALANT.
- 4. APPLY CEMENTITIOUS BASE COAT OF DRYVIT GENESIS OR PRIMIS.
- 5. APPLY DRYVIT ACRYLIC FINISH COAT, TEXTURES AND COLORS T.B.S. BY ARCHITECT/DRAWNER.

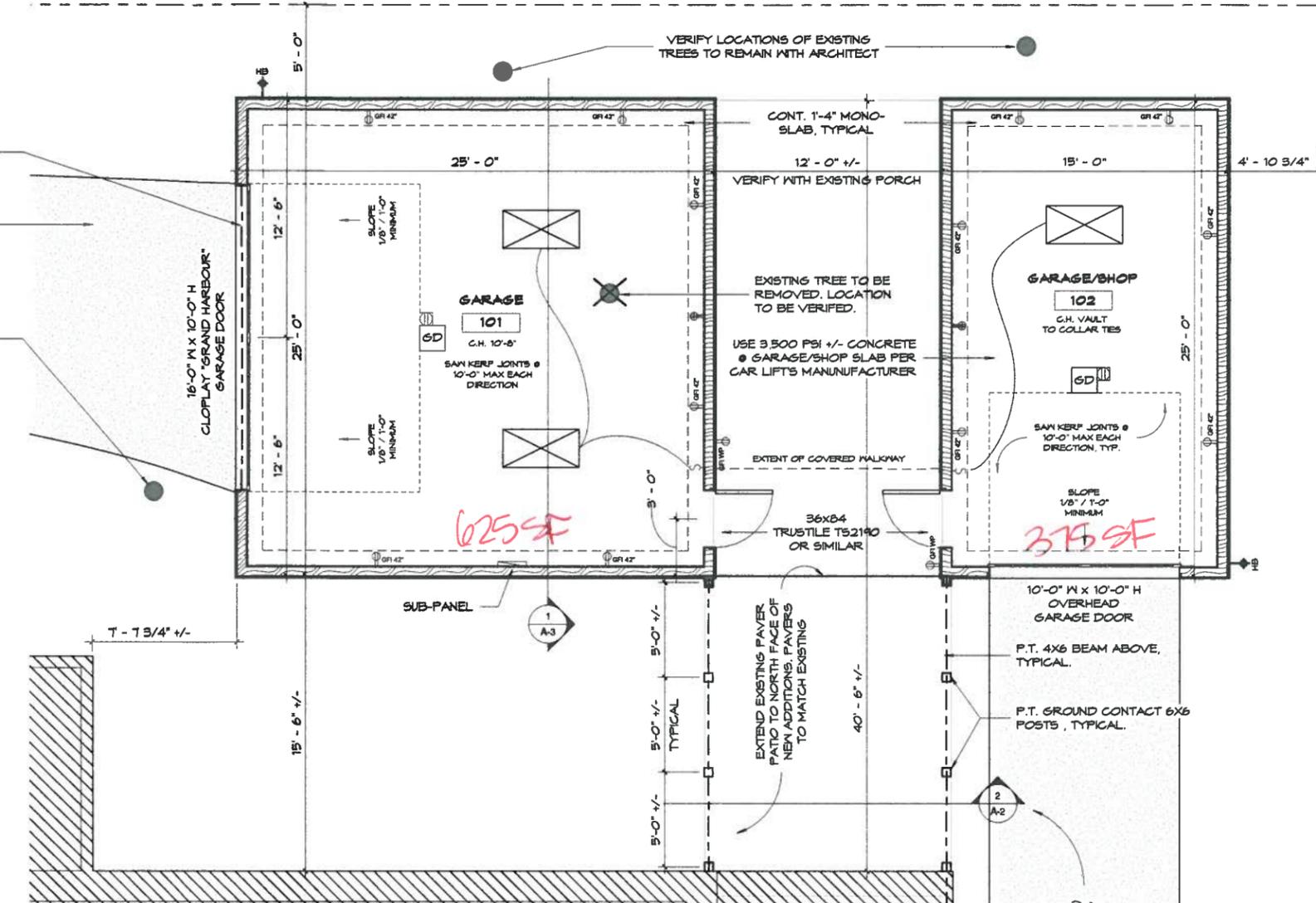
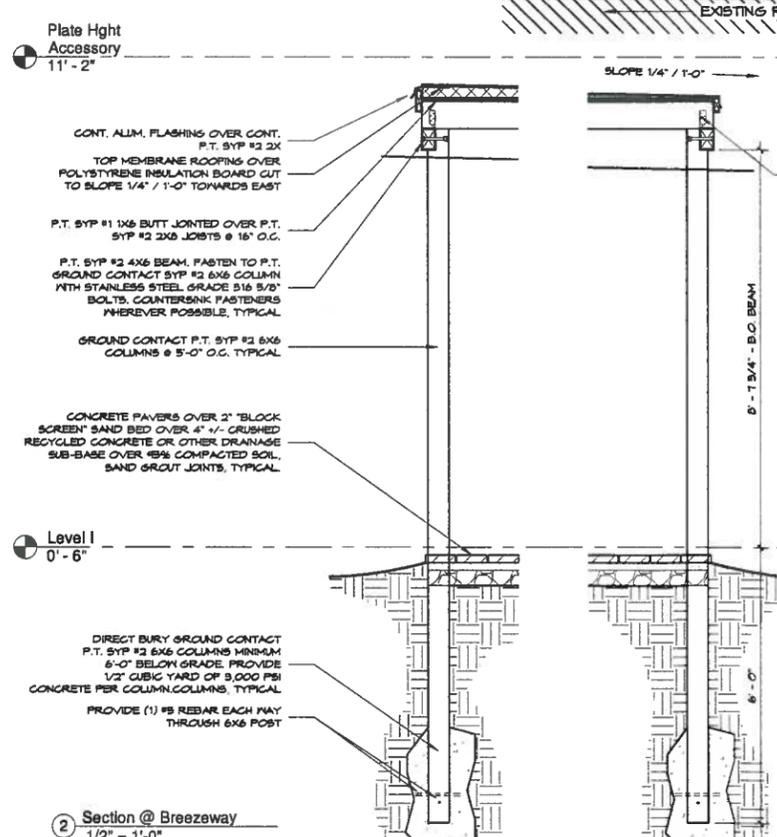
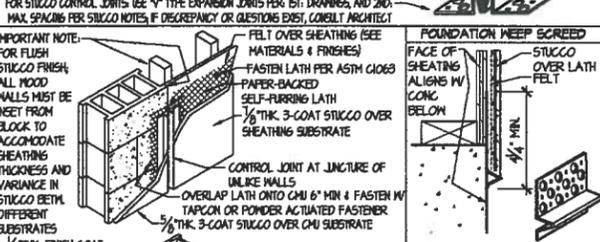
- **STUCCO SEQUENCE OVER LATH & FELT:**
- 1. INSTALL SELF-FURRED DIAMOND-MESH LATH W/ PAPER-BACKING (GRADE D, 60 MIN, FED. SPEC. W-B-710-A) OVER FELT TO SHEATHING (SEE MAT. AND FIN. FOR SHEATHING SPEC). FOLLOW ASTM C1063 FOR SUPPORT SPACING, FASTENER SELECTION, AND FURTHER INFO REGARDING PROPER INSTALLATION OF METAL LATH.
 - A. LATH LATH 1/2" MIN. @ SIDES & 1" MIN. @ TOP & BOTTOM.
 - B. LATH SHOULD NOT BE CONTIN. @ CONTROL JOINTS BUT SHOULD BE STOPPED AND TIED @ EA. SIDE.
 - C. THE VERT AND HORIZ. JOINTS SHALL BE BACKING ON BACKING AND METAL ON METAL, LAPPED IN DOWNWARD DIRECTION.
- 2. SCRATCH COAT. THE SCRATCH COAT MUST BE SCORED HORIZONTALLY.
- 3. BROWN COAT. THE BROWN COAT SHALL BE APPLIED AS SOON AS POSSIBLE AFTER THE SCRATCH COAT AS LONG AS SUFFICIENT TIME HAS BEEN ALLOWED BETWEEN COATS TO DRY AND DEVELOP RIGIDITY TO RESIST DAMAGE WHEN THE NEXT COAT IS APPLIED.
- 4. FINISH COAT. USE ELASTOMERIC FACTORY-PREPARED ELASTOMERIC FINISH-COAT PRODUCT AS SPECIFIED ABOVE. A MIST CURE SHALL BE MAINTAINED AS NEEDED FOR CLIMATIC CONDITIONS, AT DISCRETION OF INSTALLER.

CONTROL JOINTS @ STUCCO OVER LATH & FELT: WHERE DRAWN (51), OR AS SPEC'D BELOW (210):
MAX. AREA OF PANEL: A. 144 SF. ON VERT SURFACES; B. 100 SF. ON HORIZONTAL SURFACES
MAX. DIST. BETH CONTROL JOINTS: 10'
MAX. LENGTH TO WIDTH RATIO: 2-1/2 TO 1

- **STUCCO OVER CMU BLOCK WALLS & CONCRETE WALLS:**
- (2) COAT CEMENTITIOUS STUCCO W/ ELASTOMERIC FINISH COAT W/ INTEGRAL COLOR OVER CMU BLOCK, STRUCK FLUSH @ JOINTS TYP. @ RAM BLOCK TO RECEIVE STUCCO. STUCCO SEQUENCE:
 - 1. CLEAN & REPAIR SUBSTRATE TO ENSURE GENERAL & MECHANICAL BOND.
 - 2A. BONDING AGENT: APPLY BONDING AGENT PER ASTM C-423 DIRECTLY TO CONCRETE SURFACE AS RECOMMENDED BY MANUF. -OR-
 - 2B. INSTALL SELF-FURRED DIAMOND-MESH LATH W/ PAPER-BACKING (GRADE D, 60 MIN, FED. SPEC. W-B-710-A) OVER FELT TO SHEATHING (SEE MAT. AND FIN. FOR SHEATHING SPEC). FOLLOW ASTM C1063 FOR SUPPORT SPACING, FASTENER SELECTION, AND FURTHER INFO REGARDING PROPER INSTALLATION OF METAL LATH.
 - A. LATH LATH 1/2" MIN. @ SIDES & 1" MIN. @ TOP & BOTTOM.
 - B. LATH SHOULD NOT BE CONTIN. @ CONTROL JOINTS BUT SHOULD BE STOPPED AND TIED @ EA. SIDE.
 - C. THE VERT AND HORIZ. JOINTS SHALL BE BACKING ON BACKING AND METAL ON METAL, LAPPED IN DOWNWARD DIRECTION.
 - 3. SCRATCH COAT. THE SCRATCH COAT MUST BE SCORED HORIZONTALLY.
 - 4. BROWN COAT. THE BROWN COAT SHALL BE APPLIED AS SOON AS POSSIBLE AFTER THE SCRATCH COAT AS LONG AS SUFFICIENT TIME HAS BEEN ALLOWED BETWEEN COATS TO DRY AND DEVELOP RIGIDITY TO RESIST DAMAGE WHEN THE NEXT COAT IS APPLIED. SMALL DELAY BETWEEN COATS PROMOTES COMPLETE CURING, LESS SHRINKAGE AND IMPROVED BOND.
 - 5. FINISH COAT. USE ELASTOMERIC FACTORY-PREPARED ELASTOMERIC FINISH-COAT PRODUCT AS SPECIFIED ABOVE. A MIST CURE SHALL BE MAINTAINED AS NEEDED FOR CLIMATIC CONDITIONS, AT DISCRETION OF INSTALLER.
 - 6. CONTROL JOINTS: STUCCO DIRECTLY OVER CMU NEED ONLY BE JOINTED AT THE CONTROL JOINTS IN THE BASE CMU WALL, UNO, AND WHERE DRAWN OR BUILDING ELEVATIONS. USE PVC/INTL. CORNER BEADS, CONTROL JOINTS, ETC.

- 1. GROUND OF ACCESSORIES SHALL BE 3/8" DEEP FOR STUCCO OVER CMU, 1/8" DEEP FOR STUCCO OVER WOOD SHEATHING, NO EXCEPTIONS.
- 2. USE VINYL / PVC FOR ALL ACCESSORIES. DO NOT USE METAL ACCESSORIES.
- 3. USE ACCESSORIES ON ALL STUCCO WORK ON THIS PROJECT.

STUCCO JOINTS DETAILS



ELECTRICAL LEGEND

METER	UTILITY SERVICE/METER/DISCONNECT	DL	RECESSED INCANDESCENT LIGHT FIXTURE RATED FOR DAMP LOCATIONS
EP	ELECTRIC PANEL (FLUSH MOUNTED)	⊕	CEILING MOUNTED OR PENDANT INCANDESCENT LIGHT FIXTURE
WP	DUPLEX RECEPTACLE OUTLET GROUND FAULT INTERRUPTER WEATHERPROOF @ 18" AFF	⊕	WALL MOUNTED INCANDESCENT LIGHT FIXTURE
GFI	DUPLEX RECEPTACLE OUTLET GROUND FAULT INTERRUPTER @ 18" AFF	⊕	2 X 4 FLUORESCENT STRIP FIXTURE (3) TUBE
GFI 42"	DUPLEX RECEPTACLE OUTLET GFI @ 4" ABV BACKSPASH OR DESIGNATED HEIGHT	⊕	SOFFIT MOUNTED DBL. BULB FLOOD LIGHT
⊕	220 VOLT OUTLET	TV	TELEVISION OUTLET @ 18" AFF, U.O.N
⊕	FLOOR MOUNTED DUPLEX OUTLET -OR- CEILING MOUNTED DUPLEX OUTLET (GAR. DOOR)	⊕	DOOR CHIME BUTTON -OR- DOOR CHIME -OR- GARAGE DOOR OPENER BUTTON
⊕	SINGLE POLE SWITCH	⊕	CEILING SURFACE MOUNT FAN CROSSED = WITH LIGHT FIXTURE
⊕	DOOR-ACTIVATED SWITCH		

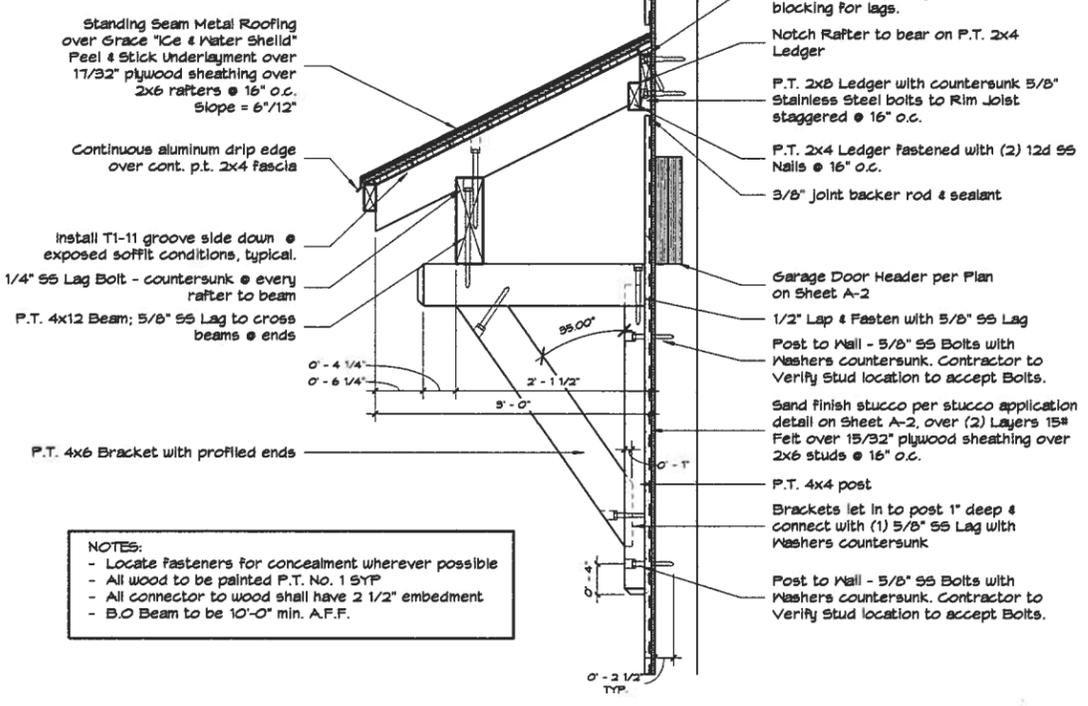
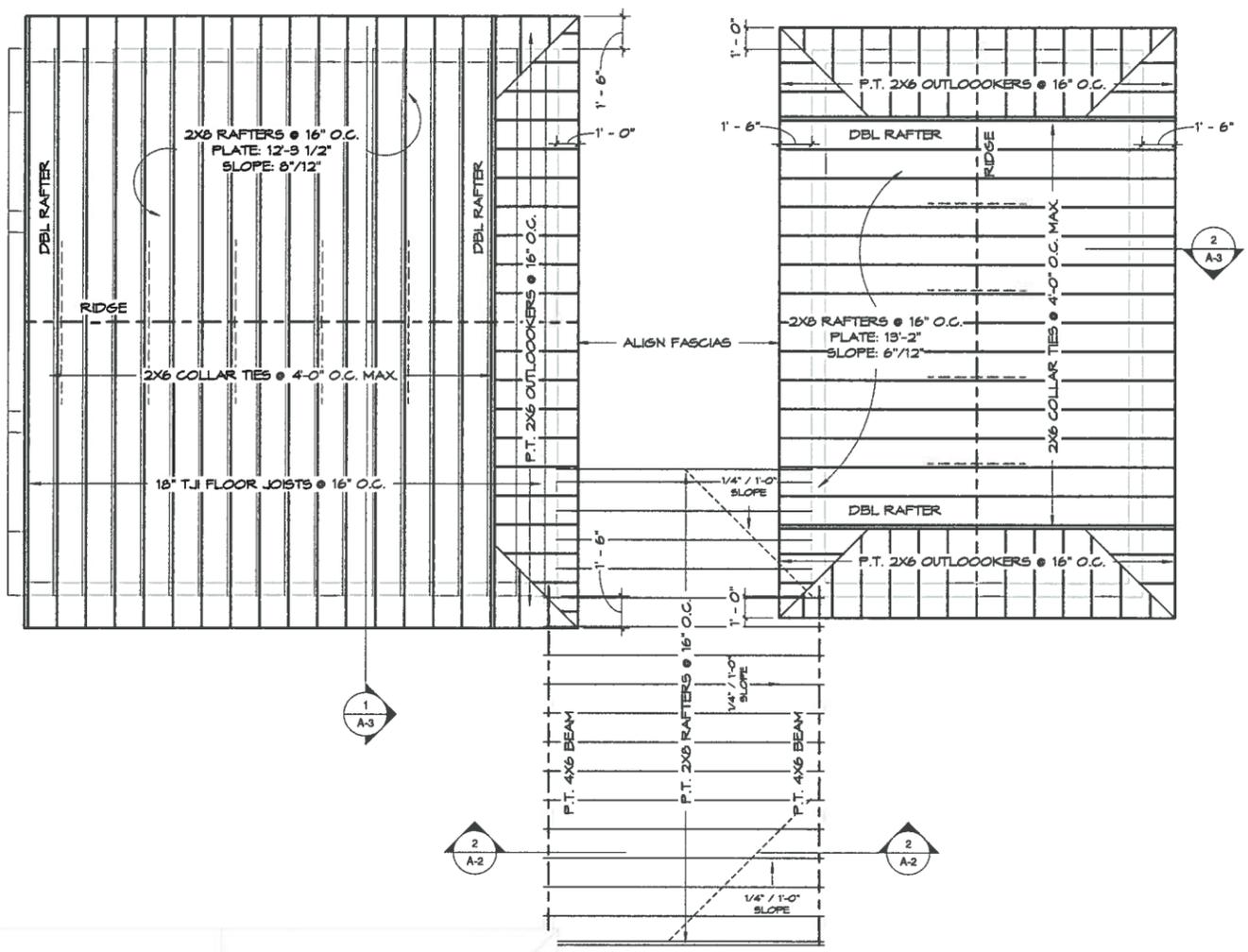
Revisions	No.	Description	Date

Issue Date	Issued To/For	Restrictions	Review Only	Review Only
02-01-16	Client	Review Only		
02-18-16	HRC	Review Only		

Not Published + All Rights Reserved
These drawings and specifications are instruments of service per and shall

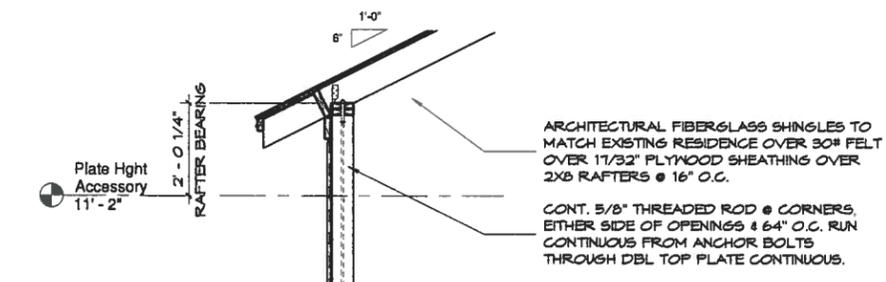
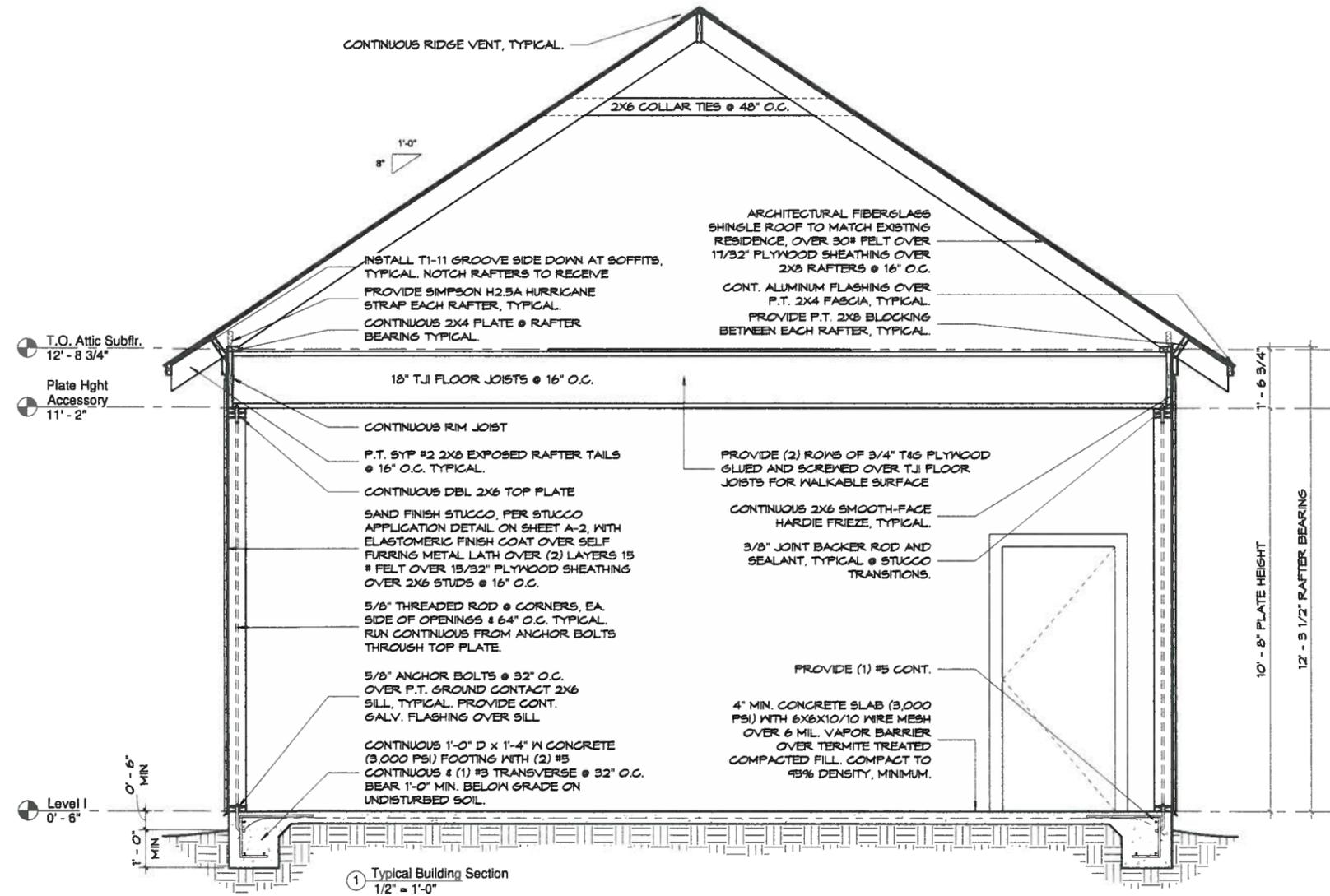
Revisions	No.	Description	Date

PROGRESS PRINTS	Issue Date	Issued To/For	Restrictions



NOTES:

- Locate fasteners for concealment wherever possible
- All wood to be painted P.T. No. 1 SYP
- All connector to wood shall have 1/2" embedment
- B.O Beam to be 10'-0" min. A.F.F.



NOTE: ONLY DIFFERENCES FROM DETAIL 1/A-3 ARE SHOWN. ALL OTHER CONDITIONS SIMILAR.



**HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2016-08 (VARIANCE)
March 17, 2016**

Subject Property: 214 S. 7th Street



Owner/Applicant: Nancy Rossiter

Requested Action: Variance request from LDC Section 5.01.03(J) regarding accessory structure square footage

2007 Historic Resource Survey: c.1910, Shingle, Contributing

Zoning/FLUM: R-2/Medium Density Residential

Existing Use: Single Family Home

Adjacent Properties:

North
c. 1903 Residential R-2/MDR



South
c. 1930 Residential R-2/MDR



East
Vacant Commercial C-2/General Commercial



West
c. 1900 Residential R-2/MDR



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

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is requesting a variance from section 5.01.03(J) regarding accessory structure square footage. Currently, the accessory structure on the property is non-conforming at 770 SF. The maximum allowable square footage is 625 SF. The applicant wishes to add a 142 SF sunroom on the north side of the building and 68 SF to the west side of the building, in order to accommodate living space for family because no bedrooms exist on the first floor of the main house or the accessory structure. Because the property is already non-conforming, the applicant needs a variance in order to make these changes.

CONSISTENCY WITH THE COMPREHENSIVE PLAN:

The following Comprehensive Plan statements are applicable in this case:

- Policy 1.02.07 –The City shall implement the Fernandina Beach Comprehensive Plan in a manner that acknowledges private property rights.
- Policy 1.02.10 – The City shall protect privacy and access to light, air, and open space. The City shall consider regulations such as building placement on a site, building design, and building orientation as one means to achieve this policy.
- Policy 1.02.12 –The City shall ensure that the image, function, architecture, and ambiance of the historic downtown further the use and development of downtown as the ceremonial, civic, and cultural center of the City. Toward this end, the City shall preserve and enhance the identity, design, and vitality of the downtown, including the designated Downtown Historic District, Old Town Historic District, and the surrounding downtown core.
- Objective 1.06 – Community character is reflected in lot sizes, house sizes, site placement, height, architectural features, and existing vegetation. The City shall strive to stabilize and preserve neighborhoods and establish urban design standards which protect and promote quality of life, in order to prevent teardowns, encourage reuse, infill and new development.
- Policy 11.01.01 – The City shall encourage the protection, preservation and conservation of districts, sites, landmarks and/or structures within the City that are included on the National Register of Historic Places, or in a locally designated historic district, to ensure their protection from demolition, deterioration, reconstruction or alteration.

CONSISTENCY WITH THE LAND DEVELOPMENT CODE:

Section 5.01.03(J) sets the accessory structure square footage requirements. Granting of these variance requests would create non-conformities inconsistent with land development regulations in the City.

Variance procedures and criteria are set forth in Sections 10.02.01 through 10.02.04.

- Section 10.02.01(A) states that within the Historic District Overlays and the CRA Overlay, the HDC may authorize a variance from the design and improvement standards of the LDC where the required findings of Section 10.02.00 are met.
- Section 10.02.02(B) states that the applicant for a variance has the burden of proof of demonstrating that the variance application complies with each of the requirements of Section 10.02.02(A).
- Section 10.02.04 sets forth the application requirements. This application includes information necessary for the HDC to make the required findings.
- Section 10.02.01(C) sets forth the limitations on the grant of a variance:
 - A variance shall not be granted which authorizes a use that is not permissible in the zoning district in which the property subject to the variance is located.
 - A variance shall not be granted which authorizes any use or standard that is prohibited by the City's Comprehensive Plan.

- No nonconforming use of adjacent lands, structures, or buildings in the same zoning district, and no permitted use of land, structures, or buildings in other zoning districts, shall be considered grounds for the authorization of a variance.
- A variance shall not change the requirements for concurrency.
- A variance shall not be granted to permit the use of a single media peonia for the construction of a dwelling unit.
- A variance shall not be granted if the evidence submitted by an applicant is a demonstration of financial hardship or economic considerations.
- A variance shall not be granted for procedure or process components of this Land Development Code.
- A variance shall not be granted to deviate from LDC section 4.02.02 to combine two (2) or more lots which would result in a lot width greater than 100 feet for lots or parcels that abut Ocean Avenue, North Fletcher Avenue, or South Fletcher Avenue.

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

- Section 10.02.02(A) – *In order for an application for a variance to be approved or approved with conditions, the BOA or the HDC shall make a positive finding with regard to each of the following provisions: (Staff findings in **BOLD**.)*
 1. Special Conditions: Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district. Special conditions or circumstances do not result from actions of the applicant and are not based on a desire to reduce development costs. **Yes, special conditions exist. The applicant purchased this property with the non-conforming accessory structure already on the site. The applicant indicates that no first floor living space currently exists in the primary structure or the accessory structure.**
 2. Special Privilege: Granting the variance does not confer upon the applicant a special privilege that is denied by the Land Development Code to other lands, structures, or buildings in the same zoning district. **Yes, there is no special privilege. Property owners in this district can build an accessory dwelling with first floor living space.**
 3. Literal Interpretation: Literal interpretation of the provisions of the Land Development Code would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district. **Yes, the applicant should have the ability to utilize the structure to accommodate living space for family, as that is the intent of allowing accessory dwellings in residential zoning districts.**
 4. Minimum Variance: The variance requested is the minimum variance needed that will make possible the reasonable use of the land, structure, or building. **Yes, the applicant is only proposing adding a total of 210 SF to the property, 68 of which is just to square off the west elevation of the structure.**
 5. General Harmony: Granting the variance will be in harmony with the general intent and purpose of the Land Development Code and Comprehensive Plan. **Yes, the Code and Plan encourage reuse of properties to accommodate the needs of residents and aging in place, as well as providing for accessory dwellings for family use.**
 6. Public Interest: Granting the variance is compatible with surrounding properties, will not cause injury to the area involved, or otherwise be detrimental to the public health, safety, welfare or environment. **Yes, the variance would not cause injury to the area involved or be detrimental to the public health, safety, welfare or environment.**

- Section 10.02.03 – *In acting on variance requests in the Historic District Overlays or the Community Redevelopment Area Overlay, the Historic District Council may be guided by the following in addition to the criteria in Section 10.02.02(A):*
(Staff findings in **BOLD.**)

A. That a variance is necessary to maintain the historic character of property through demonstrating that:

1. A variance would not be contrary to the public interest, safety, or welfare. **Yes, there would be no injury to the public interest, safety or welfare.**
2. Special conditions and circumstances exist, because of the historic setting, location, nature, or character of the land, structure, appurtenance, sign, or building involved, which are not applicable to other lands, structures, appurtenances, signs, or buildings in the same zoning district, which have not been designated as historic sites or a historic district nor listed on the Local Register of Historic Places. **Yes, because this is in a historic district, the existing accessory building was built prior to existing codes.**
3. Literal interpretation of the provisions of existing ordinances would alter the historic character of the historic district, or historic site to such an extent that it would not be feasible to preserve the historic character, of the historic district or historic site. **Not applicable.**
4. The variance requested is the minimum necessary to preserve the historic character of a historic site or of a historic district. **Yes, the applicant wishes to enhance the appearance of the accessory structure while at the same time accommodating family needs.**
5. In the case of the alteration of an existing building, the proposed design would incorporate materials, details, or other elements not permitted by the Land Development Code but which can be documented by photographs, architectural or archaeological research or other suitable evidence to have been used on other buildings of a similar vintage and style in the Historic District in which the building is located, provided that the project will not destroy significant architectural features on the building. **Not applicable.**
6. In the case of new construction, the proposed design incorporates materials, details, setbacks, massing or other elements that are not permitted by the Land Development Code but which would enhance the quality of the design for the new building or structure, provided that said new building or structure otherwise complies with the criteria for new construction in the Historic District in which the building or structure is proposed to be located and provided further that it would also have a beneficial effect on the historic character of the visually related area. **Yes, this will improve the appearance of the existing structure.**

B. Or, as an alternative to subsection (A), that a variance is necessary to accommodate an appropriate adaptive reuse of a structure within a Historic District or upon a Historic Site through demonstrating that:

The applicant is proposing adaptively reusing garage space for family living space in the accessory structure.

1. A variance would not be contrary to the public interest, safety, or welfare. **Yes, it would not be contrary.**
2. The variance would not significantly diminish the historic character of the Historic District or Site. **Yes, it would not diminish the district or site.**
3. That the variance requested is the minimum necessary to affect the adaptive reuse of an existing structure or site. **Yes, this would allow the applicant the desired space with a minimum addition.**

4. The proposed design would incorporate materials, details, or other elements not permitted by the Land Development Code but which can be documented by photographs, architectural or archaeological research or other suitable evidence to have been used on other buildings of a similar vintage and style in the Historic District in which the building is located, provided that the project will not destroy significant architectural features on the building. **Not applicable.**

Recommendation: Approval.

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2016-08; AND I move that the HDC make the following findings of fact and conclusions of law part of the record:

That HDC case 2016-08, as presented, **is or is not** substantially compliant with the Land Development Code, the Downtown Historic District Guidelines, and the Secretary of the Interior's Standards to warrant approval at this time.

Adrienne Burke
CDD Director

OFFICE USE ONLY

REC'D: 2/26/16 BY: [Signature]
PAYMENT: \$ 650 TYPE: ck619
APPLICATION #: 2016-0000312
CASE #: 2016-08
BOARD MEETING DATE: 3-17-16



APPLICATION FOR VARIANCE FROM THE LDC

APPLICANT INFORMATION

Owner Name: Nancy Rossiter
Mailing Address: 214 S. 7th Street, FB FL 32034
Telephone: 401-419-8920 Fax: _____
Email: nrossiter@juno.com

Agent Name: _____
Mailing Address: _____
Telephone: _____ Fax: _____
Email: _____

PROPERTY INFORMATION

Street Address: 214/216 S. 7th Street
Parcel Identification Number(s): _____
Lot Number: 1 Block Number: _____

PROJECT INFORMATION

Variance(s) requested from LDC Section(s): _____

Brief description of work proposed (use additional sheets if necessary):
Increase Square footage on 216 S. 7th Street on left side and front.

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

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

Property is Zoned Multi-fam 000800

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

Other Variances of this type have been approved in HDC.

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

See Above.

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

N/A

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

Yes. Granting the variance will make this structure in harmony with the surrounding neighborhood.

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

Yes. Granting the variance will make the structure more compatible with others, will not cause injury or be incompatible with the public health, safety, welfare or environment

If your property is located within the Historic Districts or the Community Redevelopment Area, please fill out responses to the supplemental variance criteria, attached as Appendix A, on a separate sheet of paper.

SIGNATURE/NOTARY

The undersigned states the above information is true and correct as (s)he is informed and believes.

2/26/2016
Date

[Signature]
Signature of Applicant

STATE OF FLORIDA }
COUNTY OF NASSAU } ss



SYLVIE McCANN
Notary Public, State of Florida
My Comm. Expires Nov 17 2019
Commission No. EB 581373

Subscribed and sworn to before me this 26 day of Feb, 2016.

[Signature]
Notary Public: Signature

Sylvie McCann
Printed Name

11/17/16
My Commission Expires

Personally Known OR Produced Identification _____ ID Produced: _____

Appendix A

Response to Historic District Community Redevelopment Area Variance Criteria

RE: Nancy Rossiter - 214/216 S 7th Street, Fernandina Beach, FL 32034

Date: February 26, 2016

Part A:

This variance request meets criteria numbered 1-6 in Part A.

The request is to finish the first floor of the existing guest house and adding square footage on the front and side of the building is

- Not contrary to the public interest, safety or welfare;
- Property is zone multi-fam 0008000;
- Will not alter the character of the Historic District;
- Will incorporate materials already approved by the Historic District and will not destroy any architectural features. Additionally proposed changes will enable the structure to be more like architecture in surrounding neighborhood; and
- Meets all setback requirements.

Part B:

This variance request meets criteria numbered 1-4 in Part B.

The request is to finish the first floor of the existing guest house and adding square footage on the front and side of the building is

- Not contrary to the public interest, safety or welfare;
- Will not diminish, but instead will improve the historic character of the Historic District;
- The variance is the minimum necessary for the adaptive reuse of the structure;
- All modifications can be documented by photographs and professional architectural drawings which are similar in character to structures in the surrounding neighborhood.

Narrative/reasons for requesting this variance:

This variance request is for approval for improvements to the guest house located at 216 S. 7th Street, including finishing the first floor of the structure and adding square footage to the front and side of the property. The reason for the request is that the property owner's elderly parents (John 87, Mary 85) need a first floor bedroom as climbing stairs is nearly impossible due to mobility issues, vertigo, etc. Neither the guest house nor the adjacent property has a first floor bedroom that can accommodate them. At this stage in the parents' lives, they desire some independence, but also nearby help from their daughter if needed. Approving this request will help to alleviate this hardship.

NASSAU

A. Michael Hickox, CFA, Cert. Res. RD1941
Nassau County Property Appraiser

Property Search Sales Search Nassau Home

OWNER NAME	ROSSITER NANCY E
MAILING ADDRESS	214 S 7TH ST
LOCATION ADDRESS	FERNANDINA BEACH, FL 320343925 214 S 7TH ST FERNANDINA BEACH 32034
SHORT LEGAL	BLOCK 40 LOTS 2 & N35 FT OF 3 IN OR 1751/1527 CITY OF FDNA BEACH

PARCEL NUMBER	00-00-31-1800-0040-0020
TAX DISTRICT	FERNANDINA BEACH (DISTRICT 2)
MILLAGE	20.6524
PROPERTY USAGE	MULTI-FAMILY
DEED ACRES	0
HOMESTEAD	Y
PARCEL MAP RECORD	MAP THIS PARCEL
TAX COLLECTOR SEARCH	NASSAU TAX COLLECTOR LINK
PROPERTY RECORD CARD	LINK TO PROPERTY RECORD CARD (PDF)

2015 Certified Values

JUST VALUE OF LAND	\$151,200
LAND VALUE AGRICULTURAL	\$0
TOTAL BUILDING VALUE	\$244,976
TOTAL MISC VALUE	\$8,990
JUST OR CLASSIFIED TOTAL VALUE	\$405,166
ASSESSED VALUE	\$387,420
EXEMPT VALUE	\$50,000
TAXABLE VALUE	\$337,420

Land Information

LAND USE	LAND UNITS	LAND UNIT TYPE	SEC-TWN-RNG
MULTI-FAM 000800	135	FF	23-3N-28

Building Information

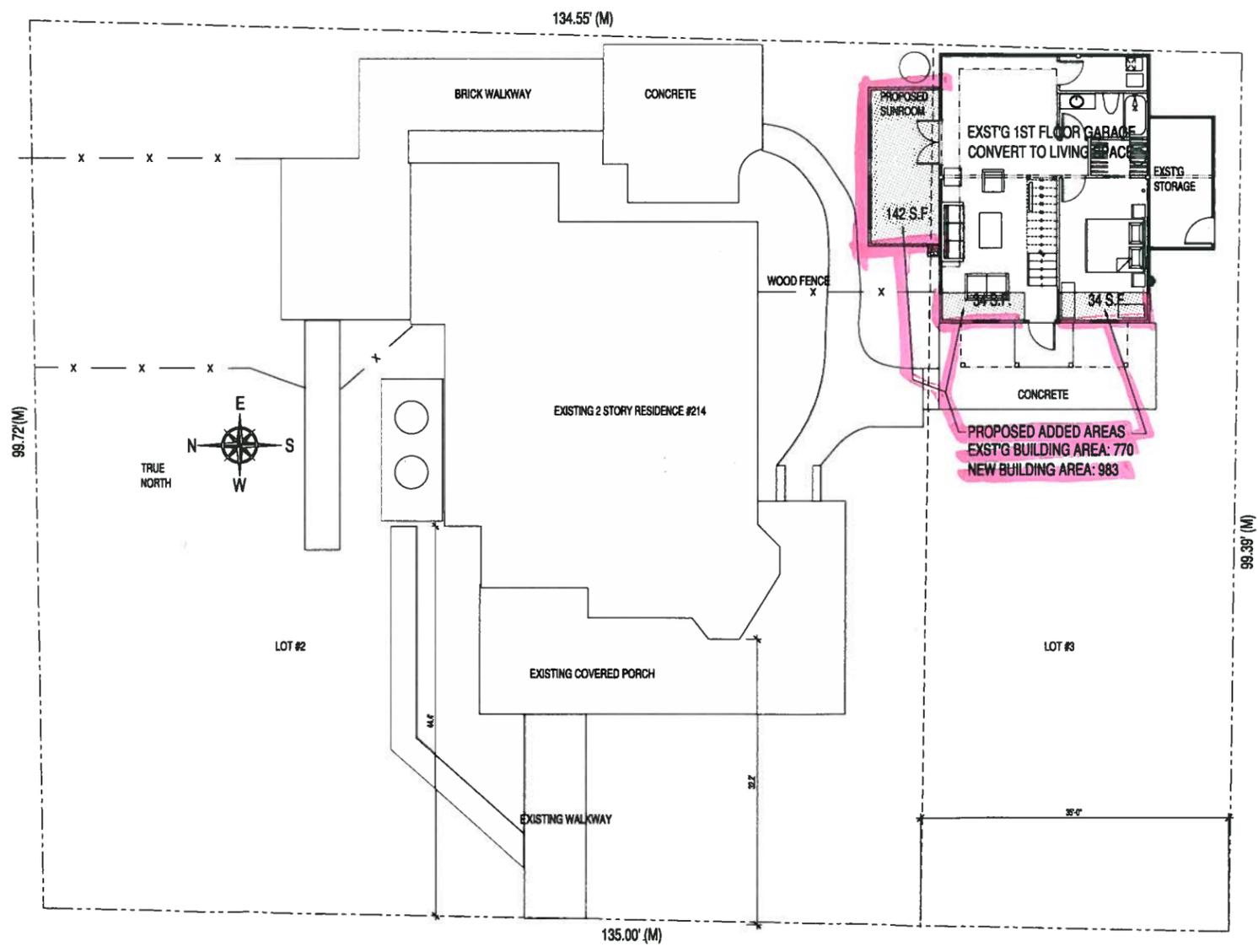
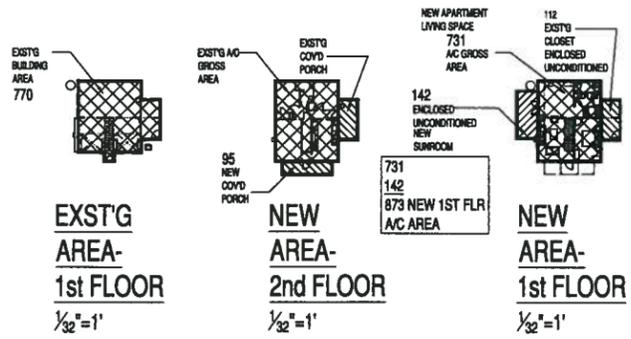
TYPE	TOTAL AREA	HEATED AREA	BED ROOMS	BATHS	PRIMARY EXTERIOR	SECONDARY EXTERIOR	HEATING	COOLING	ACTUAL YEAR BUILT	BUILDING SKETCH
SNGL FAM	3,520	2,840	2	1.5	AVERAGE	WD SHINGLE	AIR DUCTED	FORCED AIR	1889	SHOW SKETCH
SINGLE FAM	1,590	732	2	1	SINGLE SID	AVERAGE	AIR DUCTED	FORCED AIR	1939	SHOW SKETCH

Miscellaneous Information

DESCRIPTION	DIMENSIONS L x W	UNITS	YEAR BUILT
BRICK	19 X 10	190	1994
BRICK	20 X 7	140	1994
PEBBLE WLK	0 X 0	274	1990
FP-2-DB-GD	0 X 0	3	1910
BRICK	0 X 0	56	1994

Sales Information

SALE DATE	BOOK / PAGE	BOOK / PAGE	PRICE	INSTRUMENT	QUALIFICATION	IMPROVED? (AT TIME OF SALE)	GRANTOR	GRANTEE
07/20/2011	1751/1527	1751/1527	303200	WD	U	Y	U S BANK NATIONAL ASSOCIATION	ROSSITER NANCY E
10/25/2010	1705/1992	1705/1992	100	CT	U	Y	CLERK OF COURT	U S BANK NATIONAL ASSOCIATION TRUSTEE
05/19/1999	883/1559	883/1559	360000	WD	Q	Y	LUBIN EDWARD H & CYNTHIA M	GRAZIER VICTORIA S
10/20/1994	716/945	716/945	240000	WD	U	Y	HALL LOIS B	LUBIN EDWARD H & CYNTHIA M
08/01/1978	271/105	271/105	59500	WD	U	Y		



Date Released for Permit:
XX-XX-XX

John H. Dodd
ARCHITECT, INC.
FL AR001887 GA 10458
2775 RACHEAL AVENUE
FERNANDINA BEACH, FL 3204
TEL (904) 583-4044
EMAIL JOHN@JOHNHODDARCHITECTSOUTH.NET

Issue Date of Progress Prints	
Issue Date	Issued by
2-19-16	HCC SUBMITTAL

ROSSITER - GARAGE APARTMENT REMODEL
214 S 7th St. FERNANDINA BEACH

GRAPHIC SCALE
1" = 1'-0"

SITE PLAN
North/Elem Key Sheet
C-1
1/2" = 1'

SITE PLAN
1/2" = 1'



HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2016-09
March 17, 2016

Subject Property: 214 S. 7th Street



Owner/Applicant: Nancy Rossiter

Requested Action: Certificate of Approval (COA) for adding living space to 1st floor of garage and replacing doors, adding enclosed porch on north side of accessory and balcony on the front.

2007 Historic Resource Survey: c.1910, Shingle, Contributing

Zoning/FLUM: R-2/Medium Density Residential

Existing Use: Single Family Home

Adjacent Properties:

North
c. 1903 Residential R-2/MDR



South
c. 1930 Residential R-2/MDR



East
Vacant Commercial C-2/General Commercial



West
c. 1900 Residential R-2/MDR



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

SUMMARY OF REQUEST AND BACKGROUND INFORMATION:

The applicant is requesting the following modifications to the accessory structure on the property in order to accommodate living space as an accessory dwelling:

- Add 142 SF sunroom to north side.
- Add 68 SF to west elevation to square off the front of the building.
- Replace garage doors with siding, windows and door.
- Add balcony to the west elevation.
- Add window on the rear elevation.

This case has an associated variance application, HDC 2016-08.

Past COA:

SA 2015-55	6/15/2015	Extending SA 2014-23 for another year
SA 2014-23	4/28/2014	Finish painting house in previously approved colors, and for the following projects on the accessory structure: 1) Replace shutters, 2) Replace metal roof to match existing, 3) Paint fabric awning, and 4) Add arbor/gate at fencing on left side of property.
SA 2013-16	2/26/2013	Extending SA 2012-09 for another year
SA 2012-09	2/3/2012	For painting house and carriage house in Woodlawn Silverbrook with white and dark grey trim, and painting carriage house metal roof in grey.
#1079	2/6/1995	Install historic plaque
#1051	10/20/1994	Relocate windows on north wall and install French doors where windows were; repair upstairs porch and reroof
#990	4/4/1994	Replace metal roof with shingles
#422	7/5/1984	Pour new concrete patio
#344	8/16/1982	Install 6' tall cedar fence
#236	4/9/1980	Add 16'x18' room addition at rear of house
#54	5/28/1976	Repaint structure green

APPLICABLE GUIDELINES:

Section 8.01.01.01(A) and Section 8.03.04(A)(1) of the Code states that the review of the proposed development shall be based on the *Secretary of the Interior's Standards for Rehabilitation*. **Secretary of the Interior Standards 9 and 10 apply to this project.**

Section 8.01.01.01(B) and Section 8.03.04(A)(2) of the Code states that the review of proposed development within the Historic District Overlay shall also be based upon compliance with the *Downtown Historic District Guidelines*. **The applicable 2013 Guidelines are for residential buildings: Outbuildings (p.101).**

ANALYSIS AND STAFF RECOMMENDATION:

The proposed application is compliant with SOIS 9 and 10. The primary historic structure will not be altered or impacted by this change. No historic materials will be destroyed, and the changes, especially the sunroom, could be reversed. The project is compliant with the Guidelines for Outbuildings. The changes are minimal and in keeping with the size and scale of the existing structure and in comparison with the primary structure. Squaring off the accessory structure will help improve the design of the façade.

Recommendation: Approval.

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2016-09; AND I move that the HDC make the following findings of fact and conclusions of law part of the record:

That HDC case 2016-09, as presented, **is or is not** substantially compliant with the Land Development Code, the Downtown Historic District Guidelines, and the Secretary of the Interior's Standards to warrant approval at this time.

Adrienne Burke
CDD Director

OFFICE USE ONLY

REC'D: 2/17/16 BY: [Signature]
PAYMENT: \$200 - TYPE CK 617
APPLICATION #: 2016-0000299
CASE #: 2016-09
BOARD MEETING DATE: 3/17/16



APPLICATION FOR HISTORIC DISTRICT COUNCIL COA

APPLICANT INFORMATION

Owner Name: Nancy Rossiter
Mailing Address: 214 S. 7th Street, Fernandina Beach, FL 32034
Telephone: 401-419-8920 Fax: _____
Email: Nrossiter@Juno.com

Agent Name: _____
Mailing Address: _____
Telephone: _____ Fax: _____
Email: _____

PROPERTY INFORMATION

Street Address: 214 S. 7th Street, Fernandina Beach FL 32034
Parcel Identification Number(s): _____
Lot Number: _____ Block Number: _____

PROJECT INFORMATION

- STAFF APPROVAL
- BOARD APPROVAL: CONCEPTUAL _____ OR FINAL _____
- New Construction
- Demolition
- Additions/Alterations
- Other: _____

Brief description of work proposed:

Add Living Space on 1st Floor of Carriage house
Replace garage doors with siding and windows
Add enclosed porch on left side
Add balcony on front
Add window on back of house

List proposed materials and colors, as applicable:

- See Plans -

Project Scope	Type and Material	Color
Exterior Fabric	Same - wood	Blue
Doors	(2) Therma true French doors	white
Windows	5	white
Roofing	(to match) metal Metal	grey/silver
Fascia/Trim	N/A	
Foundation	Existing / cement	grey
Shutters	N/A	
Porch/Deck	treated wood	white
Fencing	N/A	
Driveways/Sidewalks	N/A	
Signage	N/A	
Other	sliding	wood to match exterior
Other		
Other		

SIGNATURE/NOTARY

The undersigned states the above information is true and correct as (s)he is informed and believes.

2-17-2016
Date

[Signature]
Signature of Applicant

STATE OF FLORIDA }
COUNTY OF NASSAU }



SYLVIE McCANN
Notary Public, State of Florida
My Comm. Expires Nov. 12, 2016
Commission No. EE 850673

Subscribed and sworn to before me this 17 day of Feb, 2016.

[Signature]
Notary Public: Signature

SYLVIE McCANN
Printed Name

11/12/16
My Commission Expires

Personally Known _____ OR Produced Identification ID Produced: DL FL

JOHN M. DREW, CFC
NASSAU COUNTY TAX COLLECTOR

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS

ACCOUNT NUMBER	TAX YEAR	TYPE	ALT KEY	MILLAGE CODE	ESCROW
00-00-31-1800-0040-0020	2015	REAL ESTATE	11538	002	

ROSSITER NANCY E
 214 S 7TH ST
 FERNANDINA BEACH, FL 32034-3925

214 S 7TH
 BLOCK 40 LOTS 2 & N35 FT OF 3
 IN OR 1751/1527
 CITY OF FDNA BEACH

AD VALOREM TAXES						
TAXING AUTHORITY	MILLAGE RATE	ASSESSED VALUE	EXEMPTION AMOUNT	TAXABLE VALUE	TAXES LEVIED	
BOARD OF COUNTY COMMISSIONERS						
GENERAL FUND (C100)	5.9768	387,420	50,000	337,420	2,016.69	
TRANSPORTATION (C100)	0.5902	387,420	50,000	337,420	199.15	
SCHOOL BOARD						
BASIC DISCRETIONARY (S200)	0.7480	387,420	25,000	362,420	271.09	
CAPITAL OUTLAY (S200)	1.4000	387,420	25,000	362,420	507.39	
SCHOOL BOARD LOCAL EFFORT	5.0050	387,420	25,000	362,420	1,813.91	
ST JOHNS RIVER MGMT DIST	0.3023	387,420	50,000	337,420	102.00	
FL INLAND NAVIGATION DIST	0.0320	387,420	50,000	337,420	10.80	
MOSQUITO CONTROL DISTRICT	0.1472	387,420	50,000	337,420	49.67	
CITY OF FERNANDINA BEACH						
FERNANDINA BEACH	6.1021	387,420	50,000	337,420	2,058.97	
VOTER APPROVED DEBT	0.2023	387,420	50,000	337,420	68.26	
TOTAL MILLAGE		20.5059		AD VALOREM TAXES		\$7,097.93

NON-AD VALOREM ASSESSMENTS		
LEVYING AUTHORITY	RATE	AMOUNT
NON-AD VALOREM ASSESSMENTS		\$0.00

COMBINED TAXES AND ASSESSMENTS						\$7,097.93
If Paid By	Nov 30, 2015	Dec 31, 2015	Jan 31, 2016	Feb 29, 2016	Mar 31, 2016	
Please Pay	6,814.01	6,884.99	6,955.97	7,026.95	7,097.93	

JOHN M. DREW, CFC
NASSAU COUNTY TAX COLLECTOR

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS

ACCOUNT NUMBER	TAX YEAR	TYPE	ALT KEY	MILLAGE CODE	ESCROW
00-00-31-1800-0040-0020	2015	REAL ESTATE	11538	002	

RETURN WITH
 PAYMENT

ROSSITER NANCY E
 214 S 7TH ST
 FERNANDINA BEACH, FL 32034-3925

214 S 7TH
 BLOCK 40 LOTS 2 & N35 FT OF 3
 IN OR 1751/1527
 CITY OF FDNA BEACH

PLEASE PAY IN U.S. FUNDS TO JOHN M. DREW, CFC TAX COLLECTOR -86130 LICENSE ROAD, FERNANDINA BEACH FL 32034, OR ONLINE AT WWW.NASSAUTAXES.COM

If Paid By	Nov 30, 2015	Dec 31, 2015	Jan 31, 2016	Feb 29, 2016	Mar 31, 2016
Please Pay	6,814.01	6,884.99	6,955.97	7,026.95	7,097.93





MAP OF BOUNDARY SURVEY

ALL THAT CERTAIN LOT, PIECE OR PARCEL OF LAND SITUATE, LYING AND BEING IN THE CITY OF FERNANDINA BEACH, (FORMERLY NAMED FERNANDINA), COUNTY OF NASSAU AND STATE OF FLORIDA AND BEING FURTHER DESCRIBED ACCORDING TO THE OFFICIAL MAP OR PLAT OF SAID CITY (AS LITHOGRAPHED AND ISSUED BY THE FLORIDA RAILROAD COMPANY IN 1857 AND ENLARGED, REVISED AND REISSUED BY THE FLORIDA TOWN IMPROVEMENT COMPANY IN 1887 AND 1901) AS LOT 2 AND THE NORTH 35 FEET OF LOT 3, IN BLOCK 40.

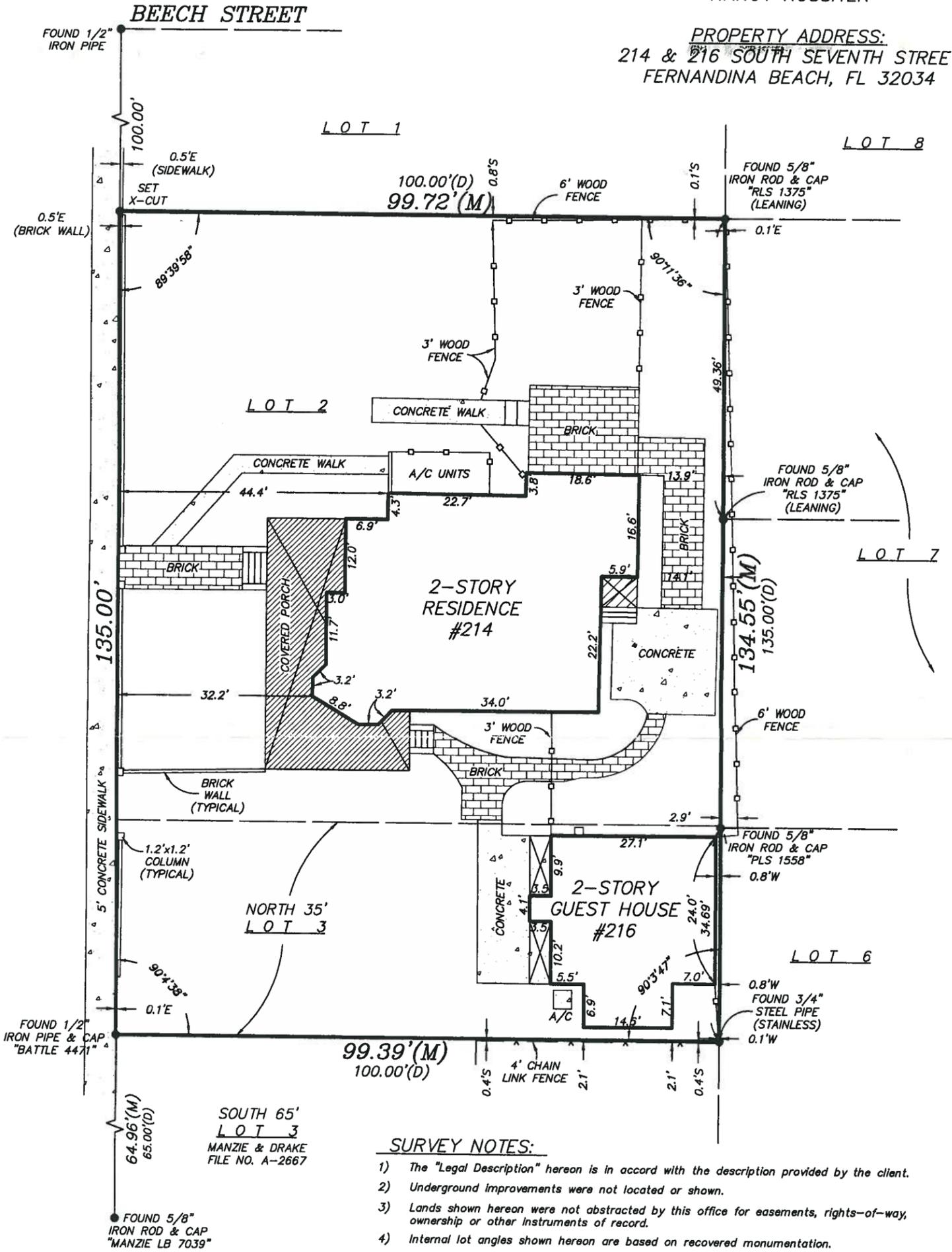
PREPARED FOR:
NANCY ROSSITER

PROPERTY ADDRESS:
214 & 216 SOUTH SEVENTH STREET
FERNANDINA BEACH, FL 32034



SOUTH SEVENTH STREET

(60-FOOT RIGHT-OF-WAY)



SURVEY NOTES:

- 1) The "Legal Description" hereon is in accord with the description provided by the client.
- 2) Underground improvements were not located or shown.
- 3) Lands shown hereon were not abstracted by this office for easements, rights-of-way, ownership or other instruments of record.
- 4) Internal lot angles shown hereon are based on recovered monumentation.
- 5) "Unless it bears the signature and the original raised seal of a Florida licensed surveyor and mapper, this map/report is for informational purposes only and is not valid."
- 6) The property shown hereon lies within flood zone "X" as per F.E.M.A. Flood Insurance Rate Map, Panel 12089C 0237 E, Dated 12/17/2010. Flood Zone information listed above and shown on this survey is provided as a courtesy and is approximate at best. All data should be verified by Nassau County Building Department for accuracy. We assume no liability for its accuracy. Flood Zone information is not covered by the certification hereon and is not required to be shown per Chapter 5J-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes.
- 7) 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.
- 8) This survey is protected by copyright and is certified only to the entities listed and only for this particular transaction. Any use or reproduction of this survey without the express written permission of the surveyor is prohibited. Use of this survey in any subsequent transactions is expressly prohibited and is not authorized. The surveyor expressly disclaims any certification to any parties in future transactions. No entity other than those listed should rely upon this survey.

LEGEND

- A/C = AIR CONDITIONER
- ⊕ = CENTERLINE
- x-x- = CHAIN LINK FENCE
- ▭ = CONCRETE FLATWORK
- (M) = MEASURED
- (D) = DEED
- = WOOD FENCE
- ▨ = WOOD FLATWORK

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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.

Michael A. Manzie

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

8-3-11

MANZIE & DRAKE LAND SURVEYING

117 South Ninth Street, Fernandina Beach, FL 32034

(904) 491-5700 FAX (904) 491-5777

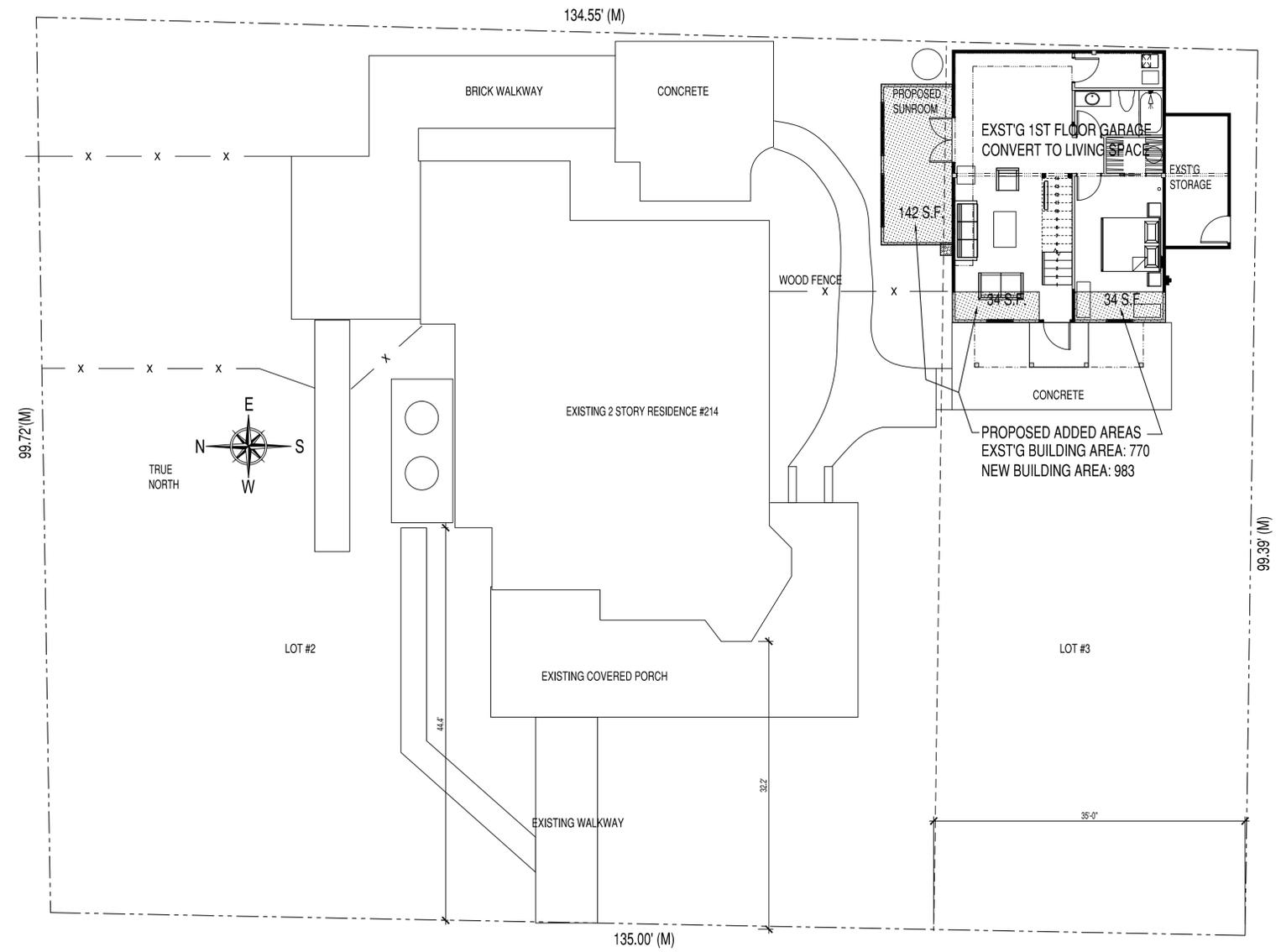
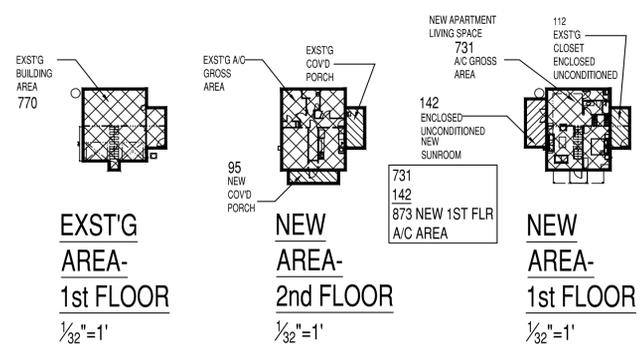
Certificate of Authorization Number "LB 7039"

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

SCALE: 1"=20' JOB NO: 18090 DATE: 7/28/11 CADD: WKD

F.B. NO: X-246 PAGE NO: 70 FIELD CREW: JR FILE NO: A-3023





Date Released for Permit:
XX-XX-XX

This Drawing is not released for the purpose of construction unless the Release Date in the Title Block is dated.

John H. Dodd
ARCHITECT, INC.
FL 1490016987 GA 13456
2775 RACHEL AVENUE
FERNANDINA BEACH, FL 32034
TEL (904) 583-4044
Email: JOHNHODD@BELLSOUTH.NET

Issue Date of Progress Prints*	
Issued	Issued for:
2-16-16	HDC SUBMITTAL

ROSSITER - GARAGE APARTMENT REMODEL
214 S 7th St. FERNANDINA BEACH

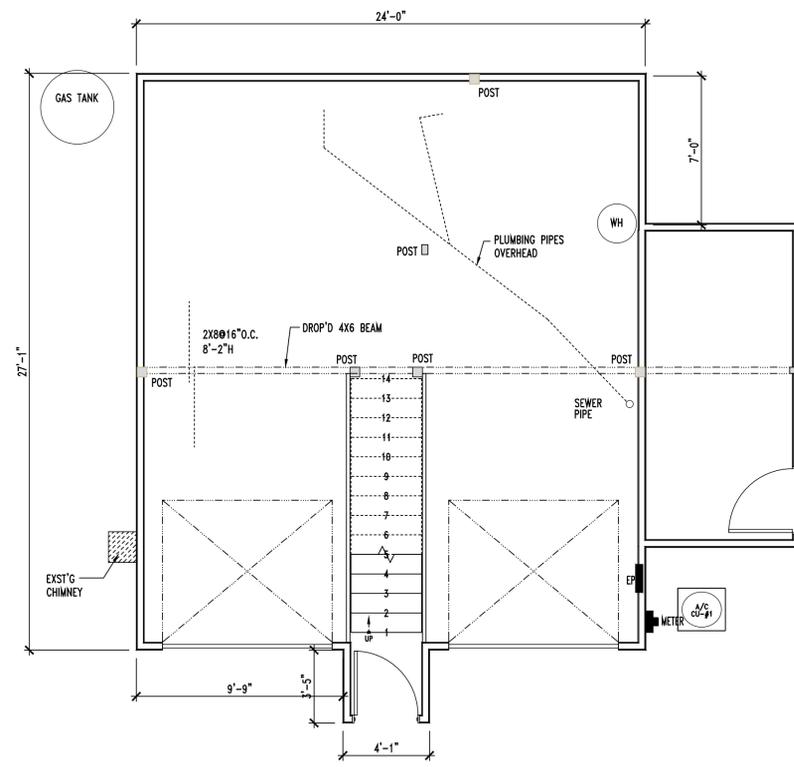
GRAPHIC SCALE
1" = 1'-0"

SITE PLAN

North Elev Key Sheet

C-1

SITE PLAN
1/8" = 1'



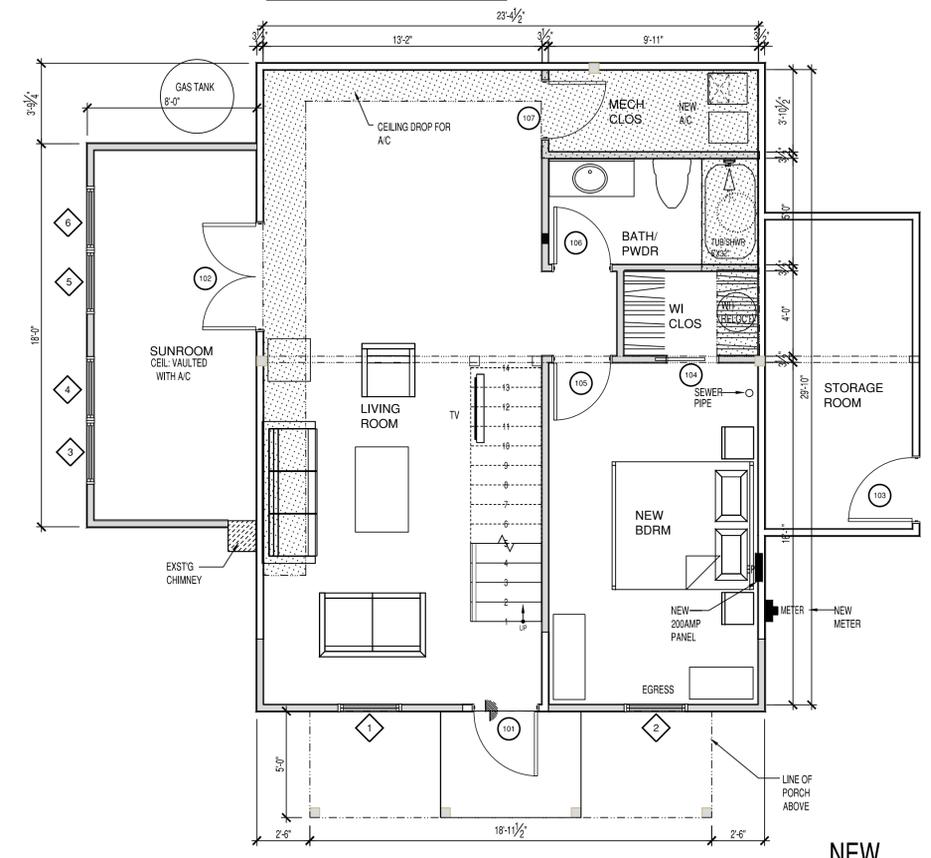
EXST'G
1st FLOOR PLAN
 1/4" = 1'-0"

DOORS 1ST

#	W	H	REMARKS
101	3'-0"	6'-8"	--
102	5'-0"	6'-8"	--
103	3'-0"	6'-8"	--
104	2'-4"	6'-8"	--
105	2'-8"	6'-8"	--
106	2'-8"	6'-8"	--
107	2'-8"	6'-8"	--

WINDOWS 1ST

#	W	H	REMARKS
1	3'-0"	5'-6"	--
2	3'-0"	5'-6"	--
3	3'-0"	5'-0"	--
4	3'-0"	5'-0"	--
5	3'-0"	5'-0"	--
6	3'-0"	5'-0"	--



NEW
1st FLOOR PLAN
 1/4" = 1'-0"

Date Released for Permit:
 XX-XX-XX

John H. Dodd
 ARCHITECT, INC.
 FL 190016967 GA 19456
 2775 RACHEL AVENUE
 FERNANDINA BEACH, FL 32034
 TEL (904) 583-4044
 Email: JOHN@JOHNDODDSOUTH.NET

Issue Date of Progress Prints*

Issued	Issued to:
2-16-16	HDC SUBMITTAL

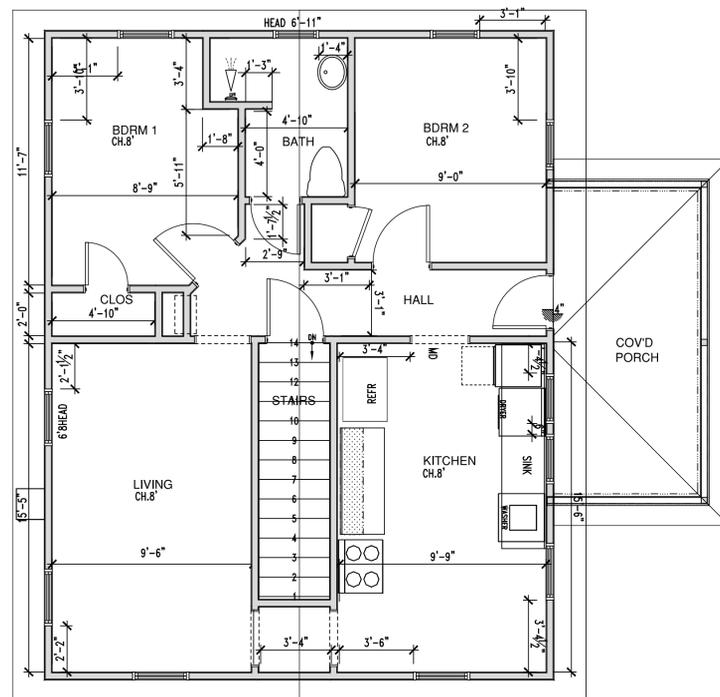
ROSSITER - GARAGE APARTMENT REMODEL
 214 S 7th St. FERNANDINA BEACH

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

1ST FLOOR PLAN

North Elev Key Sheet

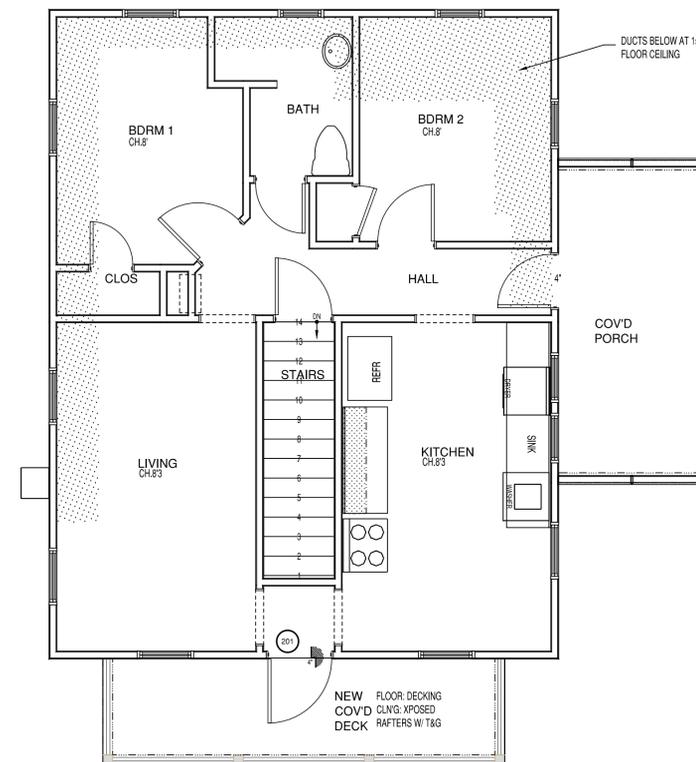
 A-1.1



EXST'G
2nd FLOOR PLAN
 1/4" = 1'-0"

2nd - DOORS

#	W	H	REMARKS
201	3'-0"	6'-8"	--



NEW
2nd FLOOR PLAN
 1/4" = 1'-0"

Date Released for Permit:
 XX-XX-XX
This Drawing is not released for the purpose of construction unless this Release Date in the Title Block is dated.

John H. Dodd
 ARCHITECT, INC.
 FL 190016987 GA 19456
 2775 RACHEAL AVENUE
 FERNANDINA BEACH, FL 32034
 TEL (904) 583-4044
 Email: JOHN@JHDDODDARCHITECTSOUTH.NET

Issue Date of Progress Prints*

Issued	Issued to:
2-16-16	HDC SUBMITTAL

ROSSITER - GARAGE APARTMENT REMODEL
 214 S 7th St. FERNANDINA BEACH

GRAPHIC SCALE
 1/2" = 1'-0"

2nd FLOOR PLAN

North	Elev Key	Sheet
		A-1.2



NEW
SOUTH ELEVATION
1/4"=1'



NEW
EAST ELEVATION
1/4"=1'



NEW
NORTH ELEVATION
1/4"=1'



NEW
WEST ELEVATION
1/4"=1'

Date Released for Permit:
XX-XX-XX
This Drawing is not released for the purpose of construction unless this Release Date in the Title Block is dated.

John H. Dodd
ARCHITECT, INC.
FL 190016987 GA 13456
2775 RACHEL AVENUE
FERNANDINA BEACH, FL 32034
TEL (904) 583-4044
Email: JOHN@JOHNH.DODDARCHITECT.COM

Issue Date of Progress Prints*
Issued to:
Date: 2-16-16 HDC SUBMITTAL

ROSSITER - GARAGE APARTMENT REMODEL
214 S 7th St. FERNANDINA BEACH
GRAPHIC SCALE
1/2" = 1'-0"
0 1 2 3 4 5 6 7 8 9 10 12 15 20 25

ELEVATIONS-NEW
North Elev Key Sheet
A-2.1



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



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



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



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

Date Released for Permit:
XX-XX-XX
This Drawing is not released for the purpose of construction unless the Release Date in the Title Block is dated.

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ARCHITECT, INC.
FL 190016987 GA 13456
2775 RACHEAL AVENUE
FERNANDINA BEACH, FL 32034
TEL: (904) 583-4044
Email: JOHN@JOHNDODDARCHITECTSOUTH.NET

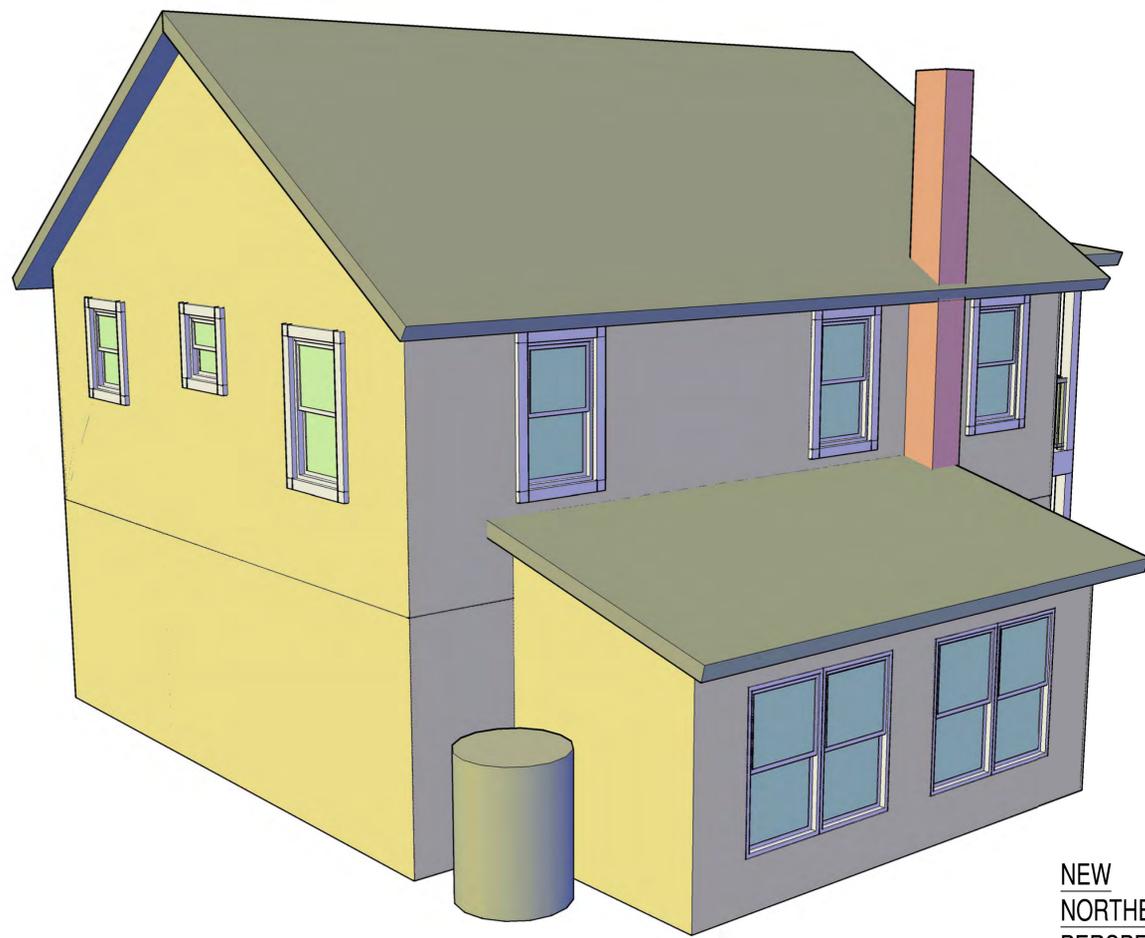
Issue Date of Progress Prints*	
Issued For:	
Date:	2-16-16 HDC SUBMITTAL

ROSSITER - GARAGE APARTMENT REMODEL
214 S 7th St. FERNANDINA BEACH

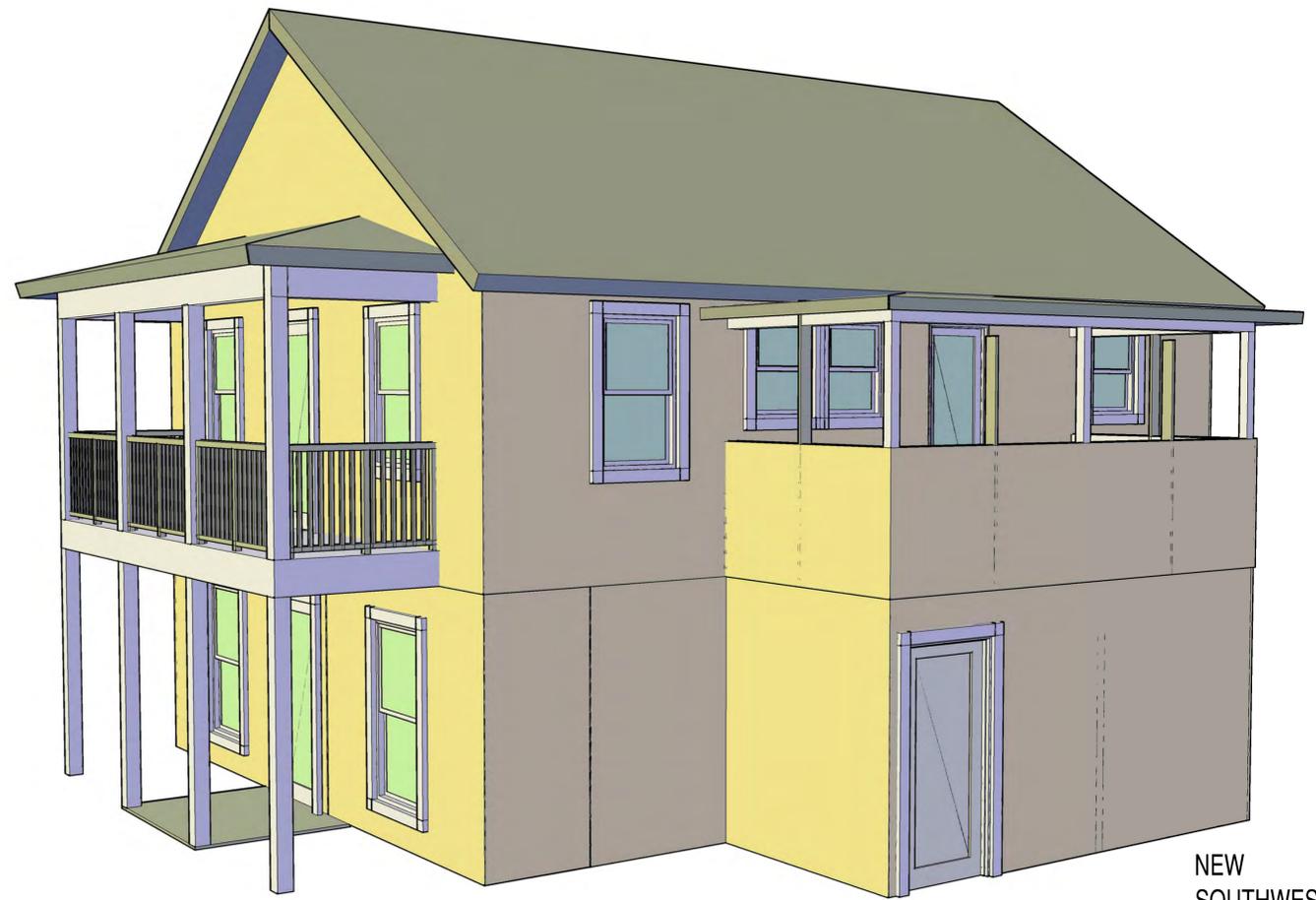
GRAPHIC SCALE
1/2" = 1'-0"

ELEVATIONS-EXST'G

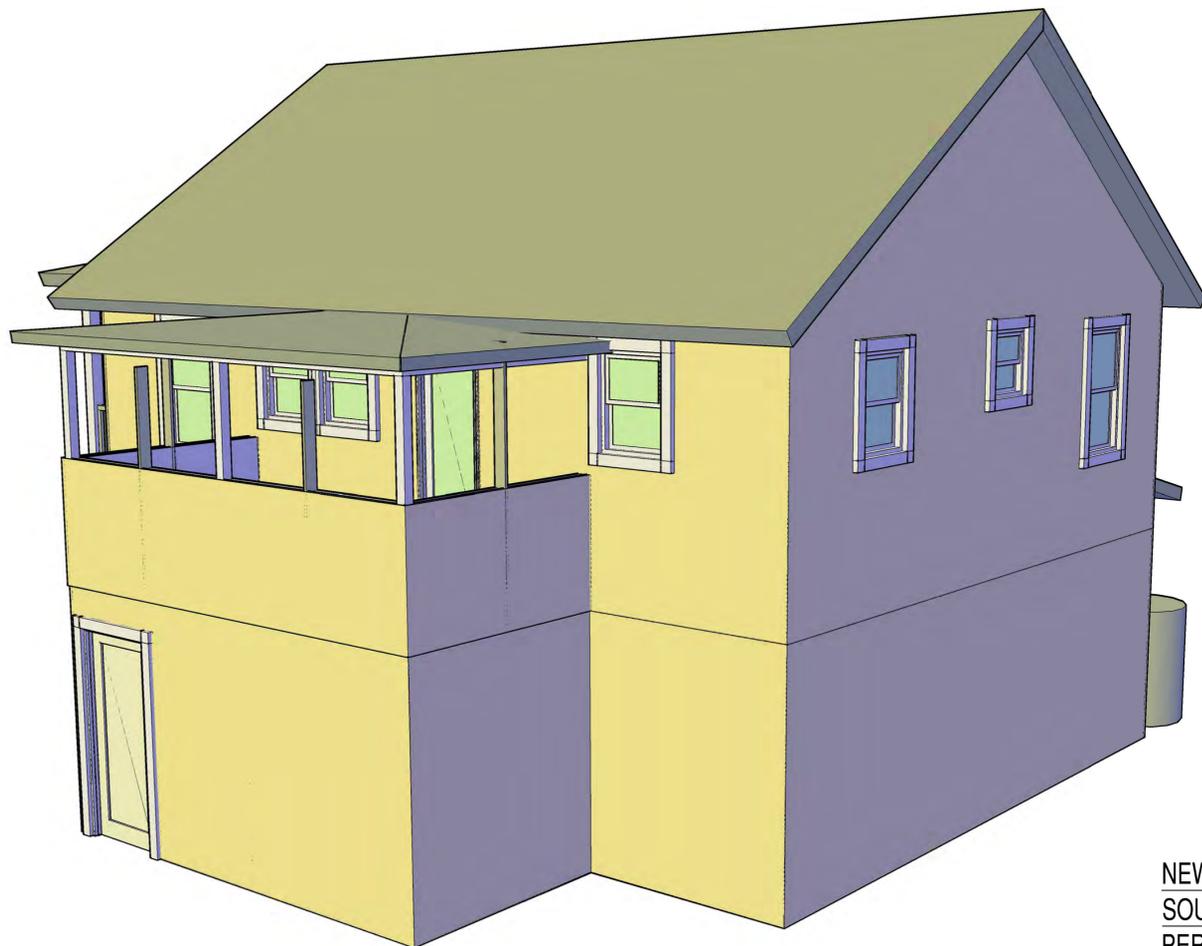
North - Elev Key	Sheet
	A-2.2



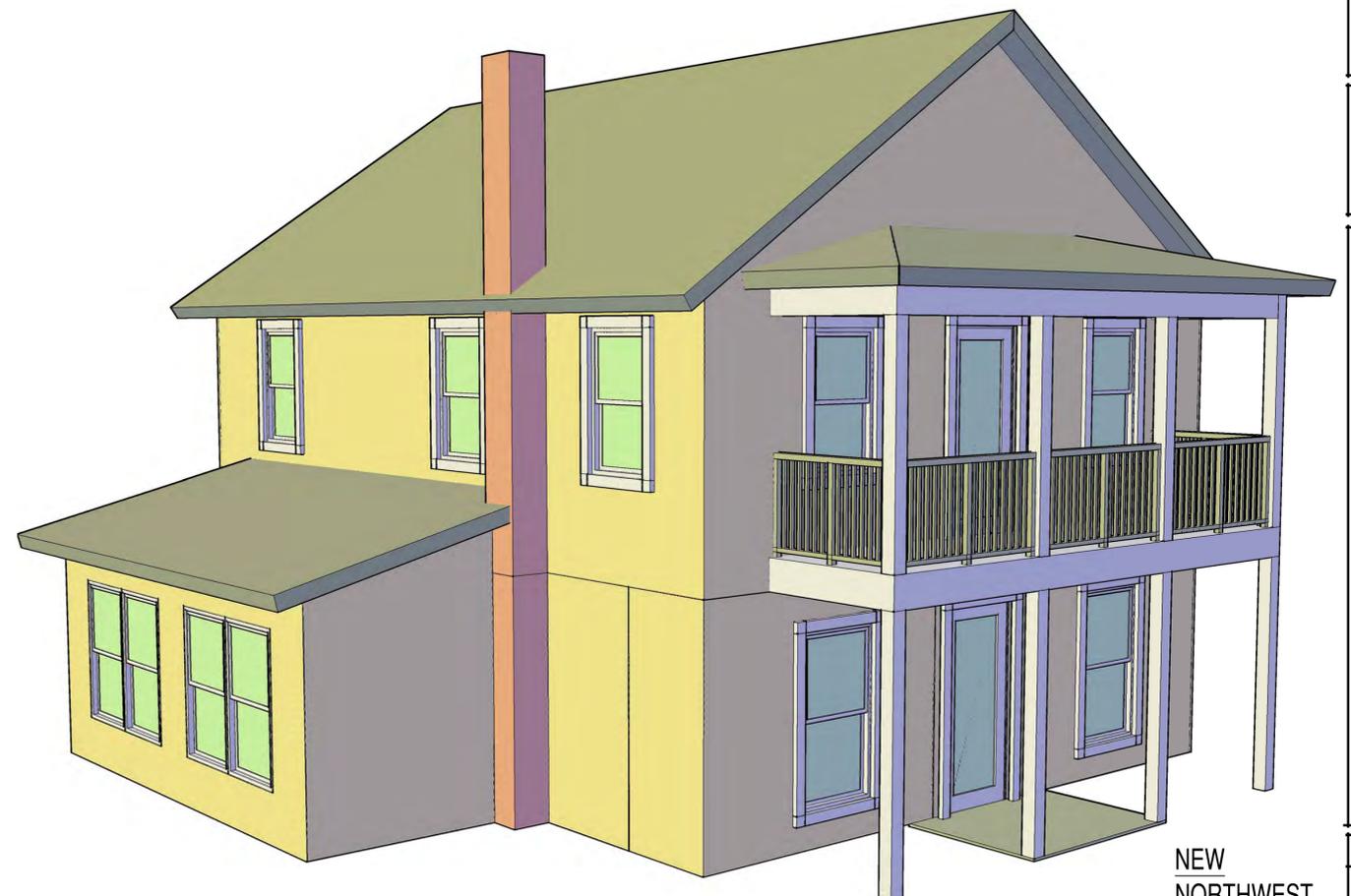
NEW
NORTHEAST
PERSPECTIVE



NEW
SOUTHWEST
PERSPECTIVE



NEW
SOUTHEAST
PERSPECTIVE



NEW
NORTHWEST
PERSPECTIVE

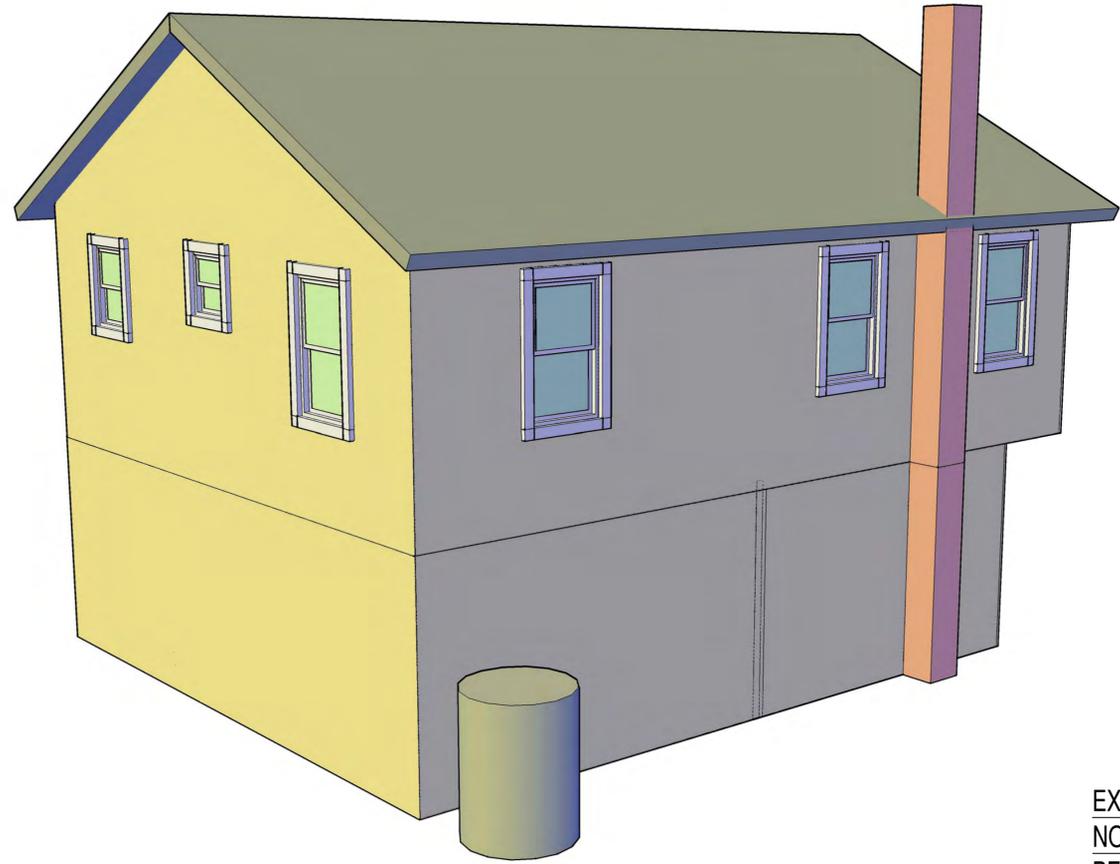
Date Released for Permit:
XX-XX-XX
This drawing is not released for the purpose of construction unless this Release Date in the Title Block is dated.

jd
John H. Dodd
ARCHITECT, INC.
FL 140016987 GA 13456
2775 RACHEAL AVENUE
FERNANDINA BEACH, FL 32034
TEL: (904) 583-4044
Email: JOHN.YODD@BELLSOUTH.NET

Issue Date of Progress Prints*	
Issued to:	
Date:	2-16-10 HDC SUBMITTAL

ROSSITER - GARAGE APARTMENT REMODEL
214 S 7th St. FERNANDINA BEACH

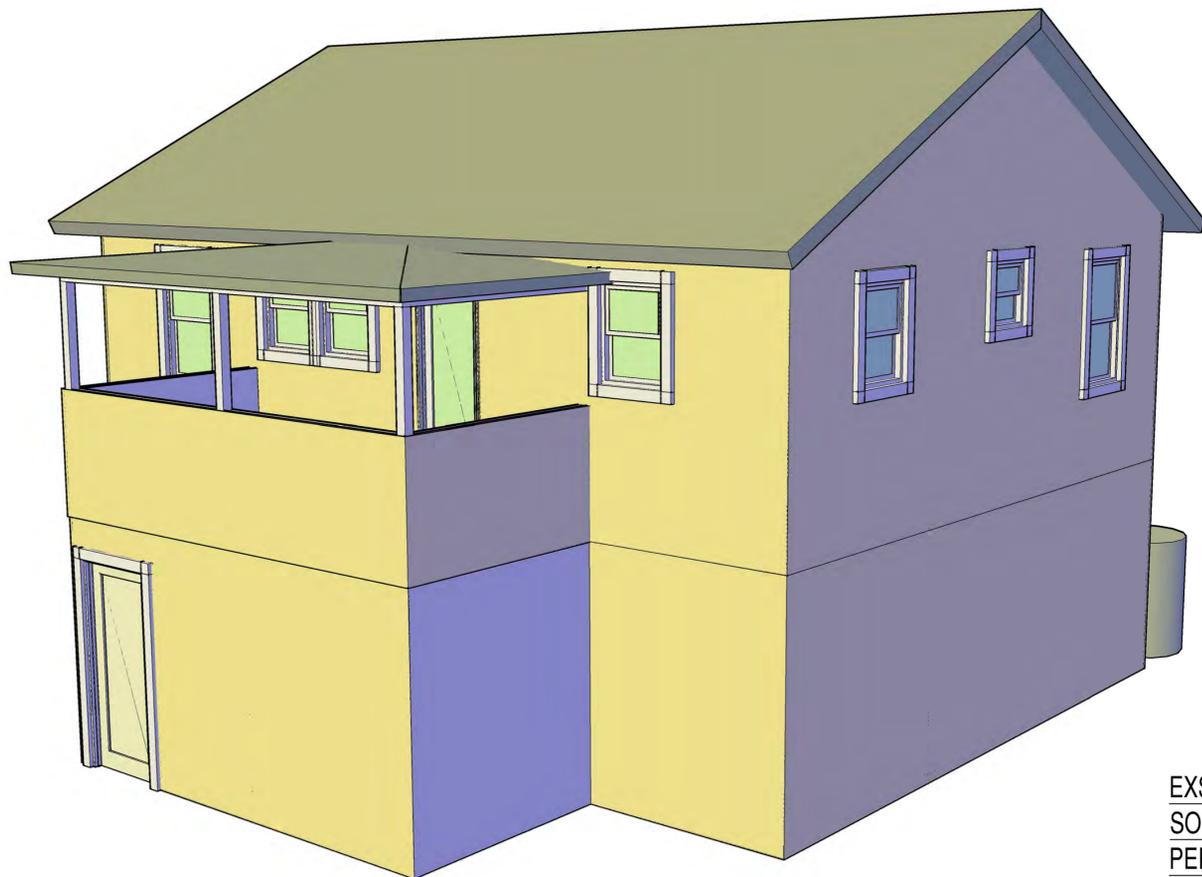
PERSPECTIVES-NEW
North Elev Key Sheet
A-3.1



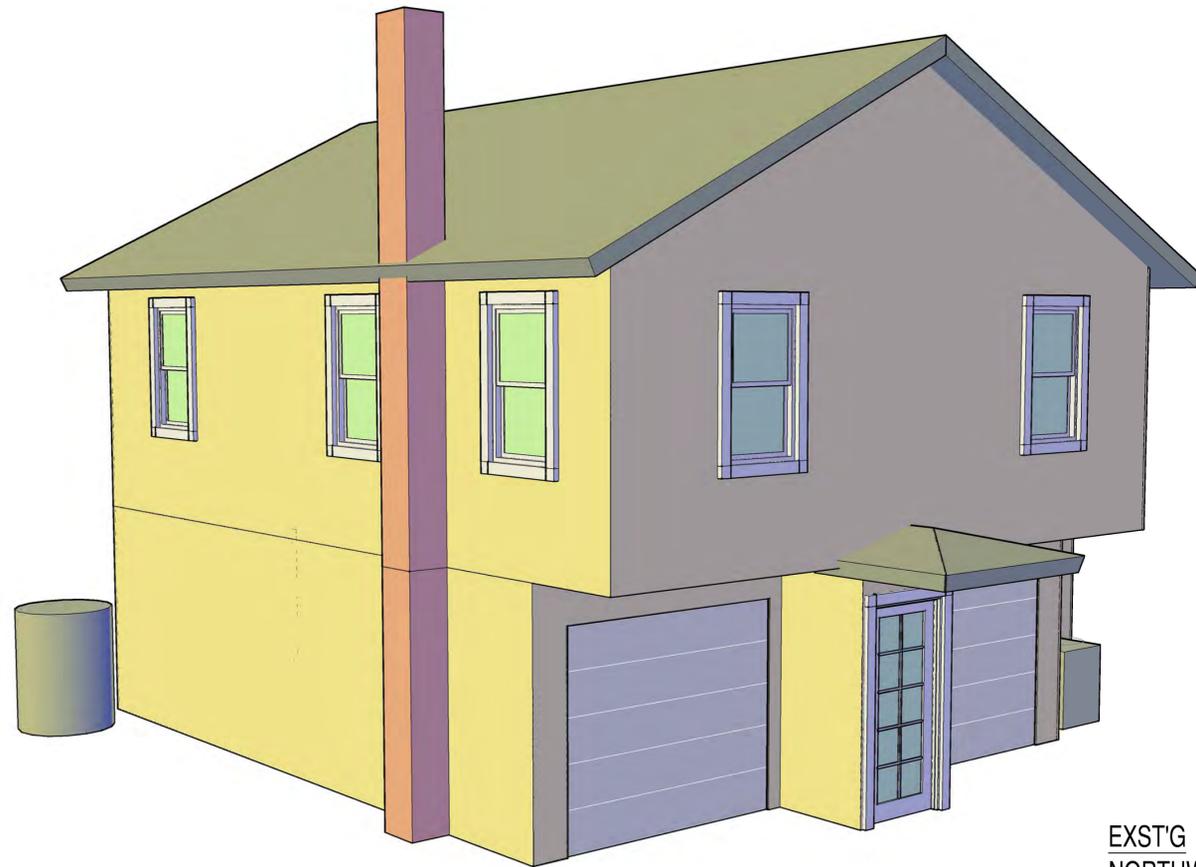
EXST'G
NORTHEAST
PERSPECTIVE



EXST'G
SOUTHWEST
PERSPECTIVE



EXST'G
SOUTHEAST
PERSPECTIVE



EXST'G
NORTHWEST
PERSPECTIVE

Date Released for Permit:
XX-XX-XX

This Drawing is not released for the purpose of construction unless the Release Date in the Title Block is dated.



John H. Dodd
ARCHITECT, INC.
FL 140016987 GA 13456
2775 RACHEAL AVENUE
FERNANDINA BEACH, FL 32034
TEL: (904) 583-4044
Email: JOHN@JOHNDODDARCHITECTSOUTH.NET

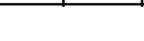
Issue Date of Progress Prints*

Issued to:
Date:
2-16-16 HDC SUBMITTAL

ROSSITER - GARAGE APARTMENT REMODEL
214 S 7th St. FERNANDINA BEACH

PERSPECTIVES-EXST'G

North - Elev Key Sheet
A-3.2





HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2016-10
March 17, 2016

Subject Property: 228 N. 4th Street



Owner/Applicant: St. Michael's

Requested Action: Certificate of Approval (COA) for installation of two open space play areas with rubber mulch. No playground equipment to be installed.

2007 Historic Resource Survey: c.1882, Second Empire, Contributing

Zoning/FLUM: R-2/Medium Density Residential

Existing Use: Educational

Adjacent Properties:

North
c.1930 Residential R-2/MDR



South
c.1882 Religious R-2/MDR



East
c.1900 Religious R-2/MDR



West
c. 1900 Residential R-2/MDR



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 wishes to install a rubber mulch product in the open space area south of St. Michael's Academy. Currently, because the area is heavily used by students at the school, the grass cannot grow and is turning into a large sandy area. The school/church has consulted with agronomists regarding the area, and they determined grass will not do well in that area, especially given the use. The applicant proposes using a green rubber mulch material surrounded by a 5' buffer strip of grass to help mask the issue. A sample of the material has been provided with the application. No playground equipment is proposed as part of this project.

Past COA related to this area specifically:

HDC SA 2012-79	9/7/2012	For the following projects: 1) ADA ramp base repair and drain install, 2) HVAC concrete pad repair, 3) Shutter replacement on north, east and south elevations to match existing, 4) Gazebo restoration to match existing, 5) Construction of 3' x 3' wood pump house, 6) Cupola railing repair to match existing, and 7) Installation of pavers at south courtyard area.
----------------	----------	--

APPLICABLE GUIDELINES:

Section 8.01.01.01(A) and Section 8.03.04(A)(1) of the Code states that the review of the proposed development shall be based on the *Secretary of the Interior's Standards for Rehabilitation*. **Secretary of the Interior Standards (SOIS) 2, 3, 9 and 10 apply to this project.**

Section 8.01.01.01(B) and Section 8.03.04(A)(2) of the Code states that the review of proposed development within the Historic District Overlay shall also be based upon compliance with the *Downtown Historic District Guidelines*. **There is not a specific guideline section addressing this request, so a variety of sections were taken into account with applicable recommendations: Commercial– Parking Lots (p.64) and Residential – Ground Surfaces (p.99).**

ANALYSIS AND STAFF RECOMMENDATION:

The project is compliant with applicable SOIS. The historic character of this area as open space will not be altered, and no historic materials will be removed. The area could easily be returned to a naturally landscaped area in the future. Because 8" of ground material will be removed as part of the project, staff encourages compliance with SOIS 8 regarding archaeological material and to be mindful that there could be archaeological resources in the ground.

The project is compliant with the Guidelines. The mulch area will be screened by grass. Traditional materials are preferred for ground cover, but would not be compatible for the area's use as a children's play area. The applicant indicates that the material is pervious and will not contribute to stormwater runoff. Staff researched photos of this product in use (included in the packet) and feels comfortable that the product will not detract from the historic character of the open space. It is reversible and will not involve placement of any equipment.

Recommendation: Approval.

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2016-10; AND I move that the HDC make the following findings of fact and conclusions of law part of the record:

That HDC case 2016-10, as presented, **is or is not** substantially compliant with the Land Development Code, the Downtown Historic District Guidelines, and the Secretary of the Interior's Standards to warrant approval at this time.

Adrienne Burke
CDD Director

OFFICE USE ONLY

REC'D: 2/16/16 BY: [Signature]
PAYMENT: \$ 200 - TYPE: C/C P
APPLICATION #: 2016-0000300
CASE #: 2016-10
BOARD MEETING DATE: 3-17-16



APPLICATION FOR HISTORIC DISTRICT COUNCIL COA

APPLICANT INFORMATION

Owner Name: St. Michael Catholic Church
Mailing Address: 505 Broome St.
Telephone: (904) 261-3472 Fax: _____
Email: walt @ stm youth . org

Agent Name: Walt Edwards, Business Mgr.
Mailing Address: 505 Broome St.
Telephone: (904) 261-3472 Fax: _____
Email: walt @ stm youth . org

PROPERTY INFORMATION

Street Address: 202 N. 4th to 208 N 4th
Parcel Identification Number(s): 028
Lot Number: _____ Block Number: _____

PROJECT INFORMATION

- STAFF APPROVAL
- BOARD APPROVAL: CONCEPTUAL _____ OR FINAL _____
- New Construction
- Demolition
- Additions/Alterations
- Other: _____

Brief description of work proposed:

- SEE ATTACHED -

List proposed materials and colors, as applicable:

Project Scope	Type and Material	Color
Exterior Fabric		
Doors		
Windows		
Roofing		
Fascia/Trim		
Foundation		
Shutters		
Porch/Deck		
Fencing		
* Driveways/Sidewalks	Rubber Mulch	Forest Green
Signage		
Other		
Other		
Other		

SIGNATURE/NOTARY

The undersigned states the above information is true and correct as (s)he is informed and believes.

01/16/16
Date

[Signature]
Signature of Applicant

STATE OF FLORIDA }
COUNTY OF NASSAU }
ss



Subscribed and sworn to before me this 16 day of February 2016

[Signature]
Notary Public: Signature

JEANNE DEAN
Printed Name

My Commission Expires

Personally Known OR Produced Identification ID Produced:



OWNER'S AUTHORIZATION FOR AGENT REPRESENTATION

I/WE ST. Michael Catholic Church
(print name of property owner(s))

hereby authorize: WALT EDWARDS
(print name of agent)

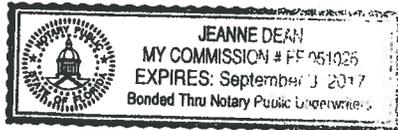
to represent me/us in processing an application for: HQE APPROVAL
(type of application)

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.

X Fr. Jose Kallukalam (Signature of owner) _____ (Signature of owner)

X FR. JOSE KALLUKALAM (Print name of owner) _____ (Print name of owner)

STATE OF FLORIDA }
COUNTY OF NASSAU } SS



Subscribed and sworn to before me this 16 day of February 2016

Jeanne Dean
Notary Public: Signature

JEANNE DEAN
Printed Name

My Commission Expires

Personally Known OR Produced Identification _____ ID Produced: _____



February 16, 2016

To: Fernandina Beach Historic District Council

From: Walt Edwards, Business Manager

Re: Addition of Rubberized Mulch

To Whom it May Concern;

St. Michael Catholic church is seeking approval to install two play areas. The approval request stems from numerous complaints registered by neighbors regarding the "sand pits" created from the school children playing on the grounds and a desire of the church to further beautify the grounds.

After extensive research, including visits by University of Florida and State of Florida agronomist's, it was determined the areas in question would not allow for the growing of grass. As such, we propose the following for your consideration:

- * Define two (2) play areas on the grounds. The first play area, closest to 4th Street, would be 84 x 76 feet and set back from the public sidewalk by 5 feet. The second play area, closest to 5th Street, would be 52 x 52 feet and set back a minimum of 5 feet inside the tree line extending down 5th street.
- * Each play area would be prepared by removing no more than 8 inches of top soil. The area would then be further defined by a black molded plastic border eight inches high and . The top edge of the border would sit at grade level.
- * Each play area would be filled with up to 8 inches of forest green rubber mulch (Sample Provided). The mulch would be brought up to grade level.
- * The outside of each play area would receive a 5 foot border of sod and grass would be sown in the remaining areas so that the entire space between the church and academy would be covered and there would be no more bare spots or "sand pits".
- * Pedestrians, neighbors and cars driving by would look across the property and see a continued green expanse at grade level with the exception of the black play area border.
- * There is no desire to install any playground or similar type of equipment on the property.

Thank you in advance for your consideration of this request.


Walt Edwards, Business Manager
St. Michael Catholic Church



Proposed Play Area #1 - 84 x 76, grade level installation





Proposed Play Area #2, 52 x 52, grade level installation



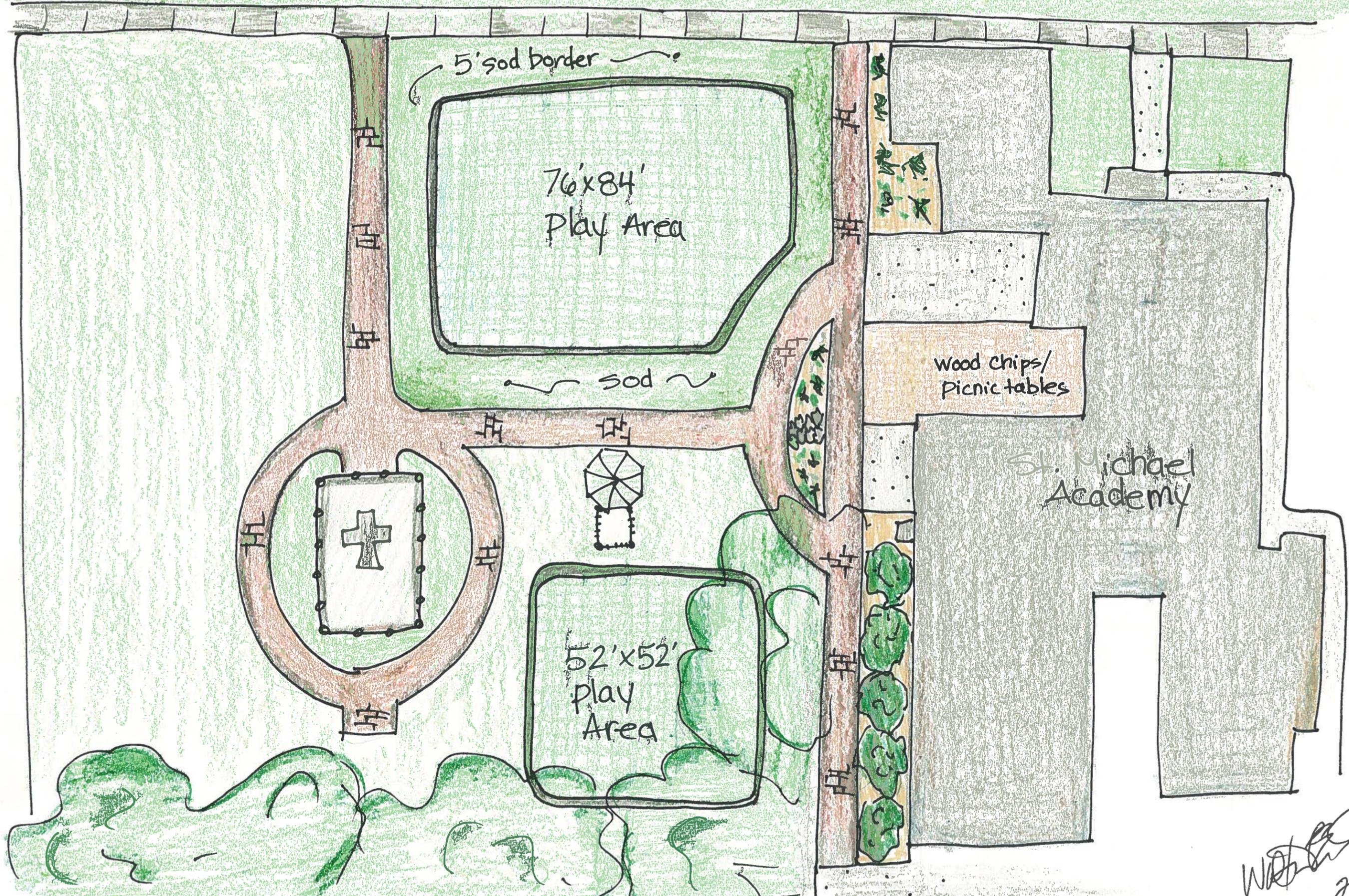


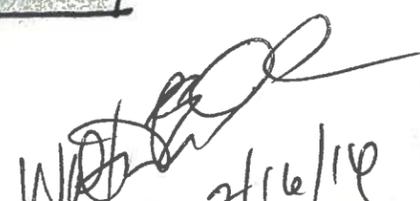
4th St. Sidewalk, Play Area #1 setback 5 feet with sod border to sidewalk edge

4th Street

St. Michael Catholic Church

Calhoun St.




 2/16/14



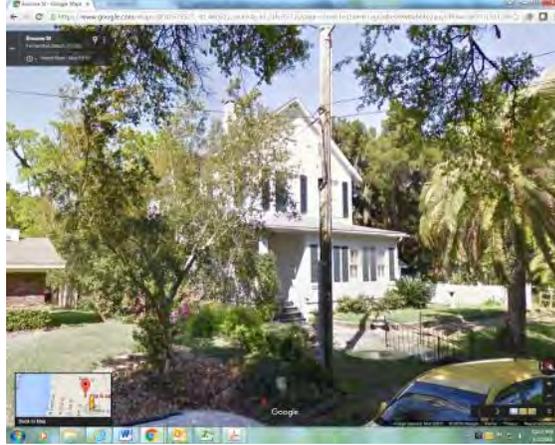






**HISTORIC DISTRICT COUNCIL STAFF REPORT
HDC 2016-11
March 17, 2016**

Subject Property: 511 Broome Street



Owner/Applicant: J. Terry Peterson

Requested Action: Certificate of Approval (COA) for removal of existing rear porch and constructing new bathroom within existing footprint.

2007 Historic Resource Survey: c.1900, Frame Vernacular, Contributing

Zoning/FLUM: R-2/Medium Density Residential

Existing Use: Single Family Home

Adjacent Properties:

North
c. 1925 Residential R-2/MDR



South
c. 1884/1925 Residential R-2/MDR



East
c. 1939 Residential R-2/MDR



West
c. 1973 Religious R-2/MDR



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 requests removing an existing rear porch and constructing a new enclosed addition (bathroom) within the existing footprint. A new stoop and steps will be added. This project is not visible from the street.

Past COA:

HDC SA 2009-06	1/13/2009	Install HDC plaque
HDC 2001-81	11/8/2001	Cover existing concrete porch floor with a wood deck surface; replacement of steel handrail; replacement of round column on brick base.
2000-24	5/11/2000	Construct 12'x20' storage/workshop building at rear of property (associated variance case to BOA 2000-12)
98-71	11/12/1998	Remove existing concrete porch, replace with new wooden porch, install privacy fencing, demolition back porch and construct addition
97-91	11/13/1997	Conduct general repairs including window and door replacement and reroof the structure

APPLICABLE GUIDELINES:

Section 8.01.01.01(A) and Section 8.03.04(A)(1) of the Code states that the review of the proposed development shall be based on the *Secretary of the Interior's Standards for Rehabilitation*. **Secretary of the Interior Standards 2, 5, 9 and 10 apply to this project.**

Section 8.01.01.01(B) and Section 8.03.04(A)(2) of the Code states that the review of proposed development within the Historic District Overlay shall also be based upon compliance with the *Downtown Historic District Guidelines*. **The applicable 2013 Guidelines are for residential buildings: New Additions (p.104) and Demolition (p.109).**

ANALYSIS AND STAFF RECOMMENDATION:

The project is compliant with SOIS 9 and 10. There will be no removal of historic features that characterize the structure or that could not be reversed in the future. The project is also compliant with the Guidelines. The addition will be compatible with the scale of the property given it takes place within the existing footprint of the structure, is subordinate in size to the main property, and is fully the rear of the property not visible from the street. Staff asks the applicant's architect to clarify the setbacks on the project regarding the new steps.

Recommendation: Approval, subject to demonstrating the project setbacks for the new steps.

MOTION TO CONSIDER:

I move to **approve or deny** HDC case number 2016-11; AND I move that the HDC make the following findings of fact and conclusions of law part of the record:

That HDC case 2016-11, as presented, **is or is not** substantially compliant with the Land Development Code, the Downtown Historic District Guidelines, and the Secretary of the Interior's Standards to warrant approval at this time.

Adrienne Burke
CDD Director

OFFICE USE ONLY

REC'D: 2/16/16 BY: [Signature]
PAYMENT: \$200- TYPE: 1527
APPLICATION #: 2016-0200301
CASE #: 2016-11
BOARD MEETING DATE:



APPLICATION FOR HISTORIC DISTRICT COUNCIL COA

APPLICANT INFORMATION

Owner Name: J. Terry Peterson
Mailing Address: 1657 Yearling Trail, Tallahassee, FL 32317
Telephone: (850) 933-2255 Fax:
Email: jterryp@aol.com

Agent Name: Mike Richardson
Mailing Address:
Telephone: (904) 277-3729 Fax:
Email: mrdraw@att.net

PROPERTY INFORMATION

Street Address: 511 Broome Street
Parcel Identification Number(s):
Lot Number: 15 Block Number: 32

PROJECT INFORMATION



STAFF APPROVAL [checked]
BOARD APPROVAL: CONCEPTUAL OR FINAL
New Construction [checked]
Demolition [checked]
Additions/Alterations [checked]
Other:

Brief description of work proposed:

the removal of an existing rear porch and the construction of a new bathroom - within the same footprint the new structure will not extend beyond the existing, except for a new stoop and steps to grade. two new exterior walls will be built.

List proposed materials and colors, as applicable:

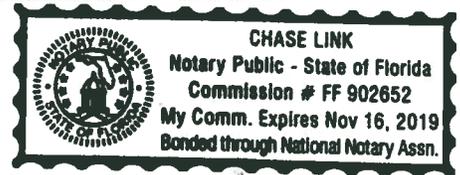
Project Scope	Type and Material	Color
Exterior Fabric	lapped siding	white
Doors	solid panel/wood or steel	wood tone
Windows	one wood, divided lite	white trim
Roofing	fiberglass shingle	grey/white
Fascia/Trim	wood	white
Foundation	cmu piers / lattice infill	natural
Shutters	none	-
Porch/Deck	wood	dark green
Fencing	none	-
Driveways/Sidewalks	none	-
Signage	none	-
Other		
Other		
Other		

SIGNATURE/NOTARY

The undersigned states the above information is true and correct as (s)he is informed and believes.

11/28/2016
Date

Jenny Peterson
Signature of Applicant



STATE OF FLORIDA }
COUNTY OF ~~NASSAU~~ ^{SS} Leon

Subscribed and sworn to before me this 28th day of January, 2016.

[Signature]
Notary Public: Signature

Chase Link
Printed Name

11/16/19
My Commission Expires

Personally Known _____ OR Produced Identification X ID Produced: FLDL



OWNER'S AUTHORIZATION FOR AGENT REPRESENTATION

I /WE J. Kerry Peterson
(print name of property owner(s))

hereby authorize: Mike Richardson
(print name of agent)

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

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

J. Kerry Peterson
(Signature of owner)

(Signature of owner)

J. Kerry Peterson
(Print name of owner)

(Print name of owner)

STATE OF FLORIDA }
 ss }
COUNTY OF ~~NASSAU~~ }
 Leon }

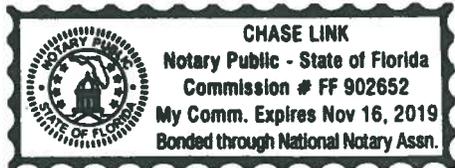
Subscribed and sworn to before me this 28th day of January, 2016.

[Signature]
Notary Public: Signature

Chase Link
Printed Name

11/16/19
My Commission Expires

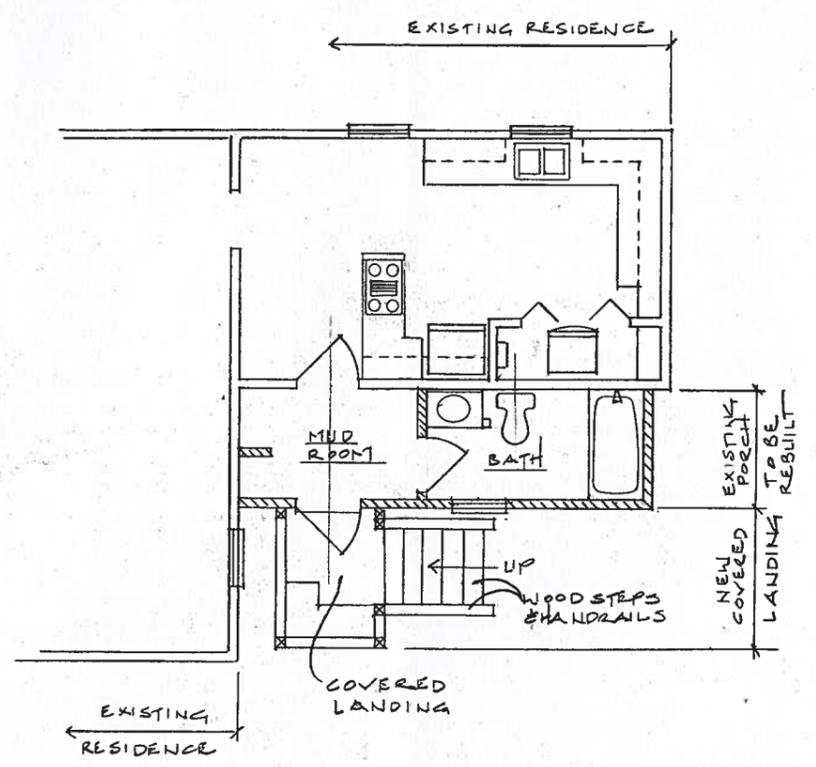
Personally Known _____ OR Produced Identification x ID Produced: FLDL



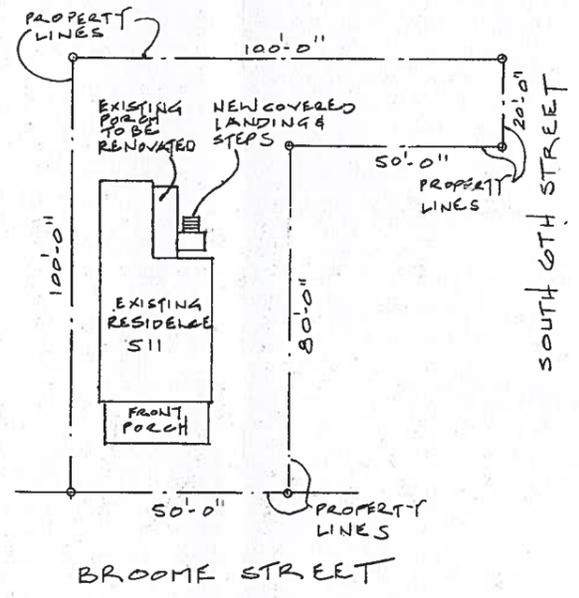


REAR ELEVATION

1/4"=1'-0"



RENOVATED PLAN



SITE PLAN

1"=1'-0"

PETERSON RENOVATION
 518 BROOME STREET, FERNANDINA BEACH, NASSAU COUNTY, FLORIDA















**City of Fernandina Beach
Advisory Board/Committee Application**

This application is intended to provide information that will enable the City Commission to select the most qualified Board/Committee members. Please complete all applicable sections and return the form along with your current résumé to the City Clerk's Office.

City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034
(904) 310-3115 or cbest@fbfl.org

Nominee Information: (Please type or print) Name ANGELA JONES CONWAY
Home Mailing Street Address 510 Beech Street
City FERNANDINA Zip 32034
Primary Phone 202-422-2531 Secondary Phone N/A

Please note that board materials are distributed electronically.

Email to receive board materials ANGELA.ARNETT510@gmail.com
Employer N/A - Retired Position Title _____
Business Street Address _____
City _____ Zip _____

Select the board(s) you are applying for:

Airport Advisory Commission	Arts and Culture Nassau
Board of Adjustment	Code Enforcement and Appeals Board
Community Development Block Grant Citizen Advisory Taskforce	General Employee Pension Board
Greens and Oversight Committee	Historic District Council <input checked="" type="checkbox"/>
Housing Authority	Parks and Recreation Advisory
Peck Center Committee	CRA Advisory Board
Planning Advisory Board	Police/Fire Pension Board
Waterfront Florida Partnership	

~~Other~~ I am a 6th generation FERNANDIAN. My great grandparents
Why are you interested in serving on this Board? Please explain. house is on the corner of
Ash & 6th and is owned by my cousin. I live a block away
Revised 05/06/14

G:\City Clerk\A Master Board List\Board Application

on the corner of Beech and 6th. I am deeply interested

In the preservation of the historic district because of my family ties, I would like to see the integrity of the historic district maintained for future generations

Eligibility

Are you a resident of the City? Yes No Length of time: _____

Do you hold a public office? Yes No Office name: _____

Are you employed by the City? Yes No Position: _____

Are you currently serving on a Board? Yes No Board Name: _____

Potential Conflict of Interest:

Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Fernandina Beach? Yes No

If yes, please provide details: _____

Major Affiliations:

List community, professional, or other applicable policy-making Boards on which you have served. Note the length of service and office held (if any): _____

Qualifications:

Please list any specific qualifications, education or experience that would directly relate to the Board for which you are being recommended: *please see the attached bio.*

Organization or Commissioner sponsoring nomination (if applicable): _____

Educational Background: (Check all that apply)

High School AA BS/A MS/A Ph.D. J.D.

Other _____

Major areas of study: _____

Other experience or skills that may be valuable to the Board: _____

Florida's Public Records Law, Chapter 119, Florida Statutes, states:

"It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form 1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Commission when vacancies occur and are effective for two years from date of completion.

Do you understand the duties and responsibilities of the Board/Committee that you are applying for?

Yes

No

By submitting this form, I declare the foregoing facts to be true, correct, and complete.

Applicant's Signature

Angela Jones Conway

Date

2/19/2016



FEB152016 2:31

CITY CLERKS OFFICE
CITY OF FERNANDINA BEACH

Angela Jones Arnett

Angela Arnett was appointed as an Administrative Appellate Judge in the Office of Disability Adjudication and Review by the Commissioner of Social Security in 2012. Prior to that appointment, she served as the Assistant Deputy Commissioner for Legislative and Congressional Affairs, Social Security Administration. She joined the SSA, Office of Retirement Policy in 2004. Prior to joining the Social Security Administration, she served for 12 years as chief retirement security lobbyist for the American Council of Life Insurers. In the fall of 2004, she was detailed to the White House Conference on Aging where she served as Director of Economic Security Issues for this decennial event. In April of 2007, she was detailed to the Senate HELP Committee to work on retirement security issues for Senator Mike Enzi, Ranking Member of the Committee. At the close of that detail in December 2007, she returned to SSA as Associate Commissioner for Congressional Relations. She has been in her present position since December of 2008.

Before joining ACLI, Angie was an Assistant General Counsel at the Pension Benefit Guaranty Corporation. She rendered legal advice to the corporation on a variety of issues and supervised a number of PBGC attorneys.

She received her J.D. from the Columbus School of Law, Catholic University of America and her Bachelor of Arts from the University of Maryland in Government and Politics.

Sylvie McCann

From: Kim Briley
Sent: Monday, February 29, 2016 12:03 PM
To: Adrienne Burke
Cc: Sylvie McCann
Subject: FW: Online Form Submittal: Advisory Board/Committee Application

HDC application that I just received.

*Kim Elliott-Briley, MMC
Deputy City Clerk
City of Fernandina Beach
204 Ash Street
Fernandina Beach, Fla. 32034
Phone 904-310-3117
Fax 904-310-3454
www.fbfl.us*

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

 Go Green: Please don't print this unless its really necessary

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 exempt by the Public Records Law. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

From: noreply@civicplus.com [mailto:noreply@civicplus.com]
Sent: Monday, February 29, 2016 12:02 PM
To: Caroline Best; Kim Briley
Subject: Online Form Submittal: Advisory Board/Committee Application

Advisory Board/Committee Application

This application is intended to provide information that will enable the City Commission to select the most qualified Board/Committee members. Please complete all applicable sections and return the form along with your current résumé to the City Clerk's Office.

City of Fernandina Beach
City Clerk's Office
204 Ash Street
Fernandina Beach, FL 32034
(904) 310-3115

Name	James T. Parker
Home Mailing Street Address	627 Ferdinand Ct

City	Fernandina Beach
Zip Code	32034
Primary Phone	904 729 7045
Secondary Phone	904 432 7262

Please note that board materials are distributed electronically.

Email to receive board materials	jamtparker@live.com
----------------------------------	--

Employer	self-employed
----------	---------------

Position Title	consultant
----------------	------------

Business Address	627 Ferdinand Ct
------------------	------------------

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

Zip	32034
-----	-------

Historic District Council

Select the board you are applying for:

Code Enforcement & Appeals Board

Additional board that you are applying for:

Why are you interested in serving on this Board? Please explain.

After 30 years in corporate hi-tech, I am consulting and have more time now. I would like to give back and engage with my community. I am particularly interested in the history of Fernandina Beach and in maintaining the heritage of old Florida. However, I am happy to help in other capacities.

Eligibility

Are you a resident of the City?	Yes
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Length of time:	3.5 years
-----------------	-----------

Do you hold a public office?	No
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Office name:	<i>Field not completed.</i>
--------------	-----------------------------

Are you employed by the City? No

Position: *Field not completed.*

Are you currently serving on a Board? No

Board Name: *Field not completed.*

Potential Conflict of Interest:

Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Fernandina Beach? No

Field not completed.

If yes, please provide details:

Major Affiliations:

List community, professional, or other applicable policy-making Boards on which you have served. Note the length of service and office held (if any):

I was a member of the Finance Committee and Deacon at United Parish in Lunenburg, Mass. I never had much time to volunteer on community boards due to my career responsibilities.

Qualifications:

Please list any specific qualifications, education or experience that would directly relate to the Board for which you are being recommended:

I am a professional technical information developer and manager with 30+ years in a Fortune 50 high technology corporation. I am extremely good at both written and verbal communication. I listen to both sides and attempt to formulate decisions based on all of the factors.

Organization or Commissioner sponsoring nomination (if applicable):

Field not completed.

Educational Background: BS/A
(Check all that apply)

Post-graduate work in technical communication

Other:

Geography, Cartography, History, Technical Communication

Major areas of study:

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"It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form 1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes

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Do you understand the duties and responsibilities of the Board/Committee that you are applying for? Yes

By submitting this form, I declare the foregoing facts to be true, correct, and complete.

Date 2/29/2016

Applicant's Signature James T. Parker

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