



City of Jacksonville Beach

Regular Meeting Agenda (Amended)

11 North Third Street
Jacksonville Beach, Florida

Board of Adjustment

Wednesday, January 21, 2026

6:00 PM

Council Chambers

MEMORANDUM TO:

Members of the City of Jacksonville Beach Board of Adjustment

The following Agenda of Business has been prepared for consideration and action at a Regular Meeting of the Board of Adjustment:

CALL TO ORDER

ADMINISTER OATHS OF OFFICE

- A. Regular Member Douglas Dell
- B. Regular Member Caren Doherty
- C. 1st Alternate Gary Hawkett

ROLL CALL

Owen Curley (Chairperson), Matt Metz (Vice-Chairperson), Jeff Truhlar
Alternates: Douglas Dell

APPROVAL OF MINUTES

- A. Board of Adjustment Meeting held on January 6, 2026

CORRESPONDENCE

OLD BUSINESS

NEW BUSINESS

- A. **Case Number(s):** **BOA#25-100096**
Applicant: Alan Martin
Agent: N/A
Owner: Alan Martin
Property Address: 816 N 10th St
Parcel ID: 177376-0000
Legal Description: Lot 8, Block 2, *Palm Courts*
Current Zoning: RS-1
Motion to Consider: **Section(s):** 34-611(e)(1)(c)(2), for a side yard setback of 8.2 feet in lieu of 10 feet, for a new bathroom addition, to an existing single-family home, located at **property addressed** 816 N 10th St **RE#** 177376-0000, **legally described as** Lot 8, Block 2, *Palm Courts*
- B. **Case Number(s):** **BOA#25-100097**
Applicant: Janelle Foster
Agent: Jeff Johnson
Owner: Kevin & Janelle Foster
Property Address: 2056 N 10th St
Parcel ID: 174768-0000
Legal Description: Lot 13, *Seagate Terrace*

Current Zoning: RS-1

Motion to Consider: **Section(s):** 34-611(e)(1)(c)(3), for a rear yard setback of 29.4 feet in lieu of 30 feet, and 34-611(e)(1)(c)(2), for a side yard setback of 7.5 feet in lieu of 10 feet, for a master bedroom addition, to an existing single-family home, located at **property addressed** 2056 N 10th St **RE#** 174768-0000, **legally described as** Lot 13, *Seagate Terrace*

C. **Case Number(s):** **BOA#25-100098**

Applicant: William & Ramona Boyd

Agent: Ian Brown Esq.

Owner: William & Ramona Boyd

Property Address: 2804 S 2nd St

Parcel ID: 180690-0000

Legal Description: Lot 14 & 15, Block 24, *Atlantic Shores Unit NO. 1 replat*

Current Zoning: RS-1

Motion to Consider: **Section(s):** 34-611(e)(1)(c)(2), for a northerly side yard setback of 7.3 feet in lieu of 10 feet, 34-611(e)(1)(c)(2), for a southerly side yard setback of 5 feet in lieu of 10 feet, and 34-611(e)(1)(e), for maximum lot coverage for primary structure and required driveway of 38.5% in lieu of 35%, for construction of a new single-family home, located at **property addressed** 2804 S 2nd St **RE#** 180690-0000, **legally described as** Lot 14 & 15, Block 24, *Atlantic Shores Unit NO. 1 replat*

D. **Case Number(s):** **BOA#25-100099**

Applicant: LAS Holdings LLC

Agent: Ryan Wetherhold

Owner: LAS Holdings LLC

Property Address: 1823 Sable Palm Ln

Parcel ID: 178302-0000

Legal Description: Lot 8, Block 4, *Ocean Forest Unit 1*

Current Zoning: RS-1

Motion to Consider: **Section(s):** 34-611(e)(1)(c)(2), for side yard setbacks of 7 feet in lieu of 10 feet, for construction of a new single-family home, located at **property addressed** 1823 Sable Palm Ln **RE#** 178302-0000, **legally described as** Lot 8, Block 4, *Ocean Forest Unit 1*

PLANNING DEPARTMENT REPORT

A. Board to vote on the date of the annual Organizational Meeting.

COURTESY OF THE FLOOR TO VISITORS

ADJOURNMENT

NOTICE

If you are a person with a disability who needs an accommodation to participate in a meeting, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the ADA Coordinator by phone 904-712-6297 or submit an [Accommodation Request](#) to the ADA Coordinator as far in advance of the meeting as possible; preferably 7 days but no less than 2 business days, before the meeting. If you are hearing or voice impaired, please call Florida Relay at 711 for assistance.

In accordance with Section 286.0114, Florida Statutes, any member of the public may attend a public hearing and can be heard on any matter presented before the Agency. Anyone who wishes to provide live public comment should complete a "Speaker Request Card" and submit it to the recording secretary prior to the beginning of the meeting. These forms are available at the entrance of the City Council Chambers for

your convenience. Speakers will be called to address the Agency when specified items are under consideration and will be limited to a maximum of three minutes or less, at the discretion of the presiding officer.

Alternatively, written public comment may be submitted in advance and must include the following: (1) First Name; (2) Last Name; (3) Address; (4) Public Hearing Date; (5) Specific Agenda Item(s); and (6) Comments. Written public comments may be submitted by one of the following options: (1) Email to the Agency Administrator at planning@jaxbchfl.net; (2) Postal mail to Community Redevelopment Agency Administrator - Public Comment, 11 3rd Street North, Jacksonville Beach, FL 32250; or (3) Drop off in-person to Planning and Development at City Hall. Written comments that include all required information and are received 24 hours in advance of the meeting will be made part of the record. All comments received are public record.

In accordance with Section 286.0105, Florida Statutes, any person desirous of appealing any decision reached at this meeting may need a record of the proceedings. Such person may 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 based.

cc: City Manager; City Attorney

**Minutes of Board of Adjustment Meeting
held Tuesday, January 6, 2026, at 6:00 P.M.
in the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida**



CALL TO ORDER:

Chairperson Curley called the meeting to order at 6:00 P.M.

ROLL CALL:

Chairperson: Owen Curley
Vice-Chairperson: Matt Metz
Board Members: Jeff Truhlar
Alternates: Douglas Dell

Planner Danevsky Joseph and Operations Support Specialist Michaela O'Banion were also present.

APPROVAL OF MINUTES:

Motion: It was moved by Matt Metz, seconded by Douglas Dell, and passed unanimously to approve the following minutes:

- Minutes for December 2, 2025 Board of Adjustment Meeting
- Minutes for December 16, 2025 Board of Adjustment Meeting

CORRESPONDENCE: None

OLD BUSINESS: None

NEW BUSINESS:

A. Case Number: BOA#25-100092
Applicant: Daniel Lowry
Agent: Roger Russell (RHR Designs Inc.)
Owner: Daniel & Yemika Lowry
Property Address: 1289 N 2nd Ave
Parcel ID: 177689-0150

City of Jacksonville Beach Land Development Code Section(s): 34-611(e)(1)(c)(2), for an easterly side yard setback of 5 feet in lieu of 10 feet, 34-611(e)(1)(d), for a carport in lieu of a one (1) car garage, at an existing single-family home, located at property addressed 1289 N 2nd Ave RE# 177689-0150, legally described as Lot 15, Block 2, Pine Grove Unit 1.

Ex-Parte Communication:

No Board members had ex-parte communication on this item.

Applicant: Daniel & Yemika Lowry, 1289 N 2nd Avenue, Jacksonville Beach, stated the hardship was a nonconforming lot shape.

Discussion: A brief discussion ensued about the shed, pool, and carport.

Public Hearing:

No one came forth to speak. Mr. Curley closed the public hearing.

Motion: It was moved by Mr. Metz, seconded by Mr. Dell, to approve BOA#25-100092 based on the standards for a variance outlined in Section 34-572 of the Land Development Code.

Discussion: A brief discussion ensued about lot shape, carport, and hardship.

Roll Call Vote: Ayes – Jeff Truhlar, Matt Metz, Douglas Dell, and Owen Curley.

The motion passed unanimously.

PLANNING DEPARTMENT REPORT:

The next scheduled meeting will be held on Tuesday, January 21, 2026 at 6:00 P.M. There are four scheduled cases.

COURTESY OF THE FLOOR TO VISITORS: None

ADJOURNMENT:

There being no further business, the meeting adjourned at 6:11 P.M.

Submitted by: Michaela OBanion
Operations Support Specialist

These minutes were reviewed by Planning & Development.

Approval:

Chairperson

Date



BOARD OF ADJUSTMENT AGENDA ITEM	
TO:	Board of Adjustment Members
FROM:	Department of Planning & Development
DATE:	01/14/2026
SUBJECT:	BOA #25-100096 Staff Report

The following information is provided for your consideration for the following agenda item for the upcoming Wednesday, January 21, 2026 Board of Adjustment Meeting.

BOA #25-100096

ZONING: RS-1
 RE NO.: 177376-0000
 LEGAL: Lot 8, Block 2, *Palm Courts*
 ADDRESS: 816 N 10th St

REQUEST:

Section(s): 34-611(e)(1)(c)(2), for a side yard setback of 8.2 feet in lieu of 10 feet, for a new bathroom addition, to an existing single-family home, located at **property addressed** 816 N 10th St **RE#** 177376-0000, **legally described as** Lot 8, Block 2, *Palm Courts*

EXISTING CONDITIONS:

The subject property is located in the Low Density Residential future land use category, and is in the Residential, single-family: RS-1 zoning district. The subject site consists of a single-family lot of record, circa 1953. The property measures 45 feet in width on the south and 95 feet on the north side and 125 feet in depth on the east side and 148 feet in depth on the west, with an overall lot area of 11,514 square feet. The property is currently occupied by a single-family home, built in 1954. The parcel is nonconforming in width on the south side and is irregularly shaped. In the Residential, single-family: RS-1 zoning district, the minimum lot area is 9,000 square feet with a minimum width of 90 feet. This parcel conforms in lot area. However, the parcel is irregularly shaped, and the width on the southern portion on the property is below the minimum requirement.

The applicant is seeking relief for a westerly side yard setback of 8.2 feet in lieu of ten (10) feet, for a new bathroom addition. The applicant's home is built in a way where placing the bathroom addition in another location would mean redoing the plumbing system, due to the age and construction style of the dwelling. Additionally, the lot was platted prior to the current Land Development Code (LDC) and the home was constructed at an irregular angle to the lot orientation.

The nonconforming conditions were inherited by the applicant upon purchase. The applicant cannot make any improvements to the existing structure in a logical fashion, based on the layout of the current parcel and dwelling. The lot is irregularly shaped and on a corner lot. When on a corner lot, the side yard on the corner shall be twenty (20) percent of the lot width or ten (10) feet, whichever is greater. The applicant fulfills this requirement on the easterly corner side yard. However, it is limited on the westerly side yard. The new bathroom addition will only encroach into the side setback by 2.2 feet

AGENDA ITEM:	A.
MEETING DATE:	January 21, 2026



and will ensure the home keeps the same characteristics as surrounding properties. The request is consistent with a typical single-family home, in which additions and renovations are common, and will allow the applicant to utilize the parcel to its full potential.

Staff finds this request consistent with the criteria for approval of a variance, and specifically finds this will not create a nuisance, as the applicant will not encroach on the required yard setbacks to such an extent that they would negatively affect the neighboring property. The proposed bathroom's location to the single-family home is the most compatible location on the property, given the location of the existing plumbing connections. The bathroom addition will be consistent with the neighboring homes, thus bringing the home into parity with neighboring homes. Continued investment in the existing single-family home will ensure the preservation of the residential character of the existing neighborhood. This is a critical consideration, as continued investment and maintenance of the existing home will ensure continued compatibility among neighboring properties, which is essential for preserving the character of the community. The new addition will enhance, rather than detract from, the neighborhood's aesthetic appeal.

BZA#12-92 — Approved for a carport ; enclosed, subject to providing 2 paved parking spaces

There are no recorded code enforcement actions on file.

STAFF ANALYSIS:

The subject property is an existing lot of record platted prior to the current Land Development Code (1953). The house was built in 1954, which is also prior to our current Land Development Code. The addition of a bathroom will help the functionality of the home, helping the client utilize the home and parcel to its full potential. The variance requested is the minimum necessary to allow the applicant to utilize the property to complete the proposed addition. The applicant is requesting to add a new bathroom on the western portion of the property, which is the most logical place to construct it, due to it being on a corner lot and the nature of the in-slab plumbing connections. The fact that the parcel was platted in 1953, and considering the dwelling was constructed under the limitations of a previous LDC, as well as the home being located at an irregular angle to the property lines, the applicant would be limited in their ability to add any additions, mostly due to the design, and how the builder chose to maximize the home's dimensions.

Granting the variance does not confer special privileges, but instead allows the property owner to make reasonable improvements consistent with other residential properties. The requested variances are necessary to enable the reasonable use of the property for residential purposes. Without relief, the new bathroom would not have any logical location on the parcel due to its irregular shape. The applicant worked with licensed architects to configure a site plan that maintains consistency among neighboring properties that is essential in preserving the character of the community.

MINIMUM DIMENSIONAL STANDARDS:

Residential, single-family: RS-1

- Minimum lot area: 9,000 square feet.
- Minimum lot width: 90 feet at the building line and a minimum of 35 feet at the street.
- Minimum yards:
 - Front yard: 25 feet.

- Side yard: 10 feet on each side except when the lot is a corner lot. For a corner lot, the side yard on the corner shall be 20 percent of the lot width or 10 feet, whichever is greater, except the side yard is never required to exceed 20 feet.
- Rear yard: 30 feet for primary structure and 20 feet for unenclosed covered patios and enclosed screen rooms.
- Minimum floor area: A single-family dwelling unit shall contain a minimum of 1,400 square feet of conditioned living area and a 1-car garage. The garage shall not be included as part of the single-family dwelling unit's minimum square footage.
- Maximum lot coverage for primary structure and required driveway: 35 percent.
- Maximum Impervious Surface: 50 percent.
- Maximum height: 35 feet.
- Accessory structures: All accessory structures shall only be located in a side or rear yard (not forward of the dwelling along any street frontage) and set back a minimum of five (5) feet from any property line or principal or accessory structures.

REVIEW OF CRITERIA:

1. There are conditions or circumstances that exist which prevent compliance with site design and development standards, or which are unique to the parcel of land, building or structure.

Staff finds there are conditions that prevent compliance with site design and development standards or are unique to the parcel of land, building or structure. There are conditions unique to the subject property which prevent compliance with current setback standards. The existing single-family dwelling was constructed under earlier development regulations that predate the updated 2025 Land Development Code, and is situated in a manner that constrains expansion options. The parcel dimensions and current placement of the house limit where the addition can be constructed, and cannot reasonably be located without setback relief. These factors create circumstances not generally applicable to other parcels in the zoning district.

2. The conditions or circumstances do not result from actions of the application and would not be considered a self-imposed hardship.

Staff finds that circumstances are not a result of actions of the applicant. The conditions are not the result of the applicant's actions. The configuration of the existing parcel and the applicable code requirements predate the current proposal. The hardship arises from the physical configuration of the lot and the location of the existing structure, not from any subdivision, modification, or other voluntary act of the applicant.

3. There would be no special privileges afforded to the applicant by granting a variance that is not available to other parcels of land, building or structures with similar conditions or circumstances.

Staff finds that special privileges will not be afforded to the applicant by granting a variance. Granting the requested variances will not confer special privileges to the applicant. The relief requested is the minimum necessary to allow the bathroom addition, which is a commonly added amenity for a single-family home. Other similarly constrained properties may seek comparable relief, and approval here does not create an advantage unavailable to others in like circumstances.

4. Strict interpretation and enforcement of the code would deprive the applicant of rights commonly enjoyed by other parcels of land and would provide an unnecessary and undue hardship.

Staff finds that interpretation and enforcement of the code **would** deprive the applicant of rights enjoyed by other parcels of land. Strict enforcement of the current LDC would prohibit the applicant from making reasonable improvements to their home. This would deprive the applicant of opportunities commonly enjoyed by other residential property owners, creating an unnecessary and undue hardship.

5. The variance(s) requested, if granted, will make possible a reasonable use of the parcel of land, building, or structure.

Staff finds that the variance(s) requested **are** necessary to make possible a reasonable use of the parcel of land, building, or structure. The requested variances are necessary to allow the applicant to make a reasonable residential use of the property. Without relief, the ability to improve the home with the addition would be severely limited, which is inconsistent with the intended use and enjoyment of single-family residential properties in the district.

6. The variance(s) request, if granted, will not result in the creation of a public nuisance.

Staff finds that the variance(s) **will not** result in the creation of a public nuisance. The requested variances will not create a public nuisance. The proposed encroachments are minimal in scale, will remain compatible with the surrounding neighborhood, and do not create issues of safety, visibility, traffic, or noise. The proposed improvements will continue to comply with applicable building and safety codes.

STAFF RECOMMENDATION:

Per Section 34-572 of the Land Development Code, and based on the provided application and analysis stated in this report, the Planning and Development Department recommends **Approval** of **BOA#25-100096**.

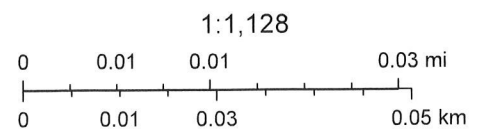
ATTACHMENTS:

1. 25-100096pics
2. BOA#25-100096 Application



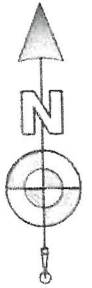
January 8, 2026

 Parcels

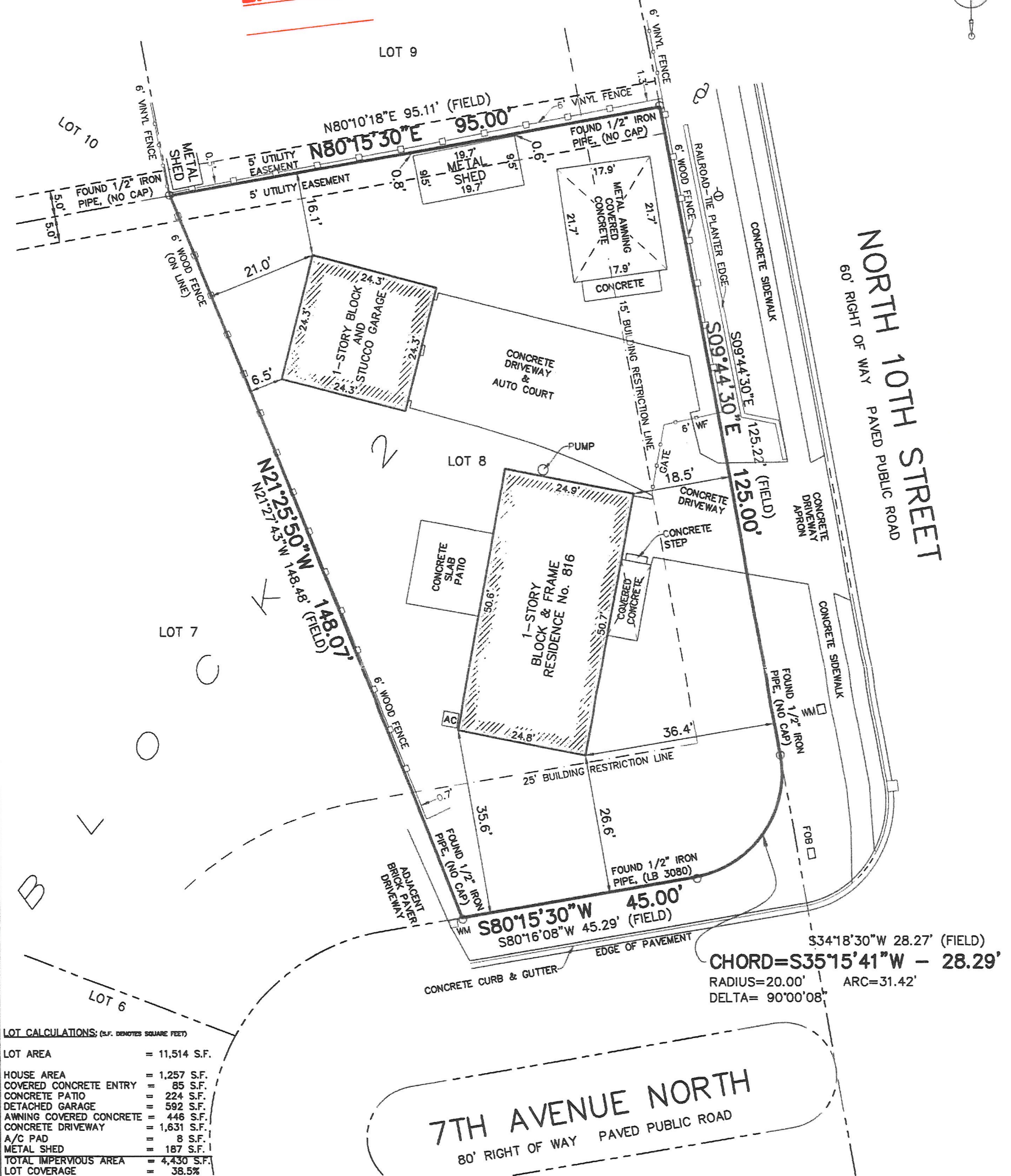


MAP SHOWING SURVEY OF

LOT 8, BLOCK 2, PALM COURTS AS RECORDED IN PLAT BOOK 24, PAGE 59, OF THE CURRENT PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA.



EXISTING



LOT CALCULATIONS: (S.F. DENOTES SQUARE FEET)

LOT AREA	= 11,514 S.F.
HOUSE AREA	= 1,257 S.F.
COVERED CONCRETE ENTRY	= 85 S.F.
CONCRETE PATIO	= 224 S.F.
DETACHED GARAGE	= 592 S.F.
AWNING COVERED CONCRETE	= 446 S.F.
CONCRETE DRIVEWAY	= 1,631 S.F.
A/C PAD	= 8 S.F.
METAL SHED	= 187 S.F.
TOTAL IMPERVIOUS AREA	= 4,430 S.F.
LOT COVERAGE	= 38.5%

FOB FIBER OPTIC CABLE BOX

SYMBOL LEGEND

	FIRE HYDRANT
	LIGHT POLE
	GAS VALVE
	WATER VALVE
	CLEAN OUT
	UTILITY POLE
	GUY ANCHOR
	BOLLARD
	WATER METER
	GAS RISER
	CABLE RISER
	ELECTRIC BOX
	SIGN
	TRANSFORMER
	MANHOLE

ABBREVIATION LEGEND

BFP	BACK-FLOW PREVENTER
(C)	CALCULATED
(FIELD)	FIELD MEASUREMENT
WF	WOOD FENCE
CLF	CHAIN LINK FENCE
VF	VINYL FENCE
CONC.	CONCRETE
R/W	RIGHT-OF-WAY
PB	PLAT BOOK
ORB	OFFICIAL RECORDS BOOK
PG	PAGE
MES	MITERED END SECTION
CMP	CORRUGATED METAL PIPE
PVC	POLYVINYL CHLORIDE PIPE
RCP	REINFORCED CONCRETE PIPE
EL	ELEVATION
FFE	FINISHED FLOOR ELEVATION
INV	INVERT ELEVATION
PC	POINT OF CURVATURE
PT	POINT OF TANGENCY OF CURVE
PCC	POINT OF COMPOUND CURVE
PRC	POINT OF REVERSE CURVE

GENERAL SURVEY NOTES

- THIS IS A BOUNDARY SURVEY.
- BEARINGS ARE BASED ON THE EAST LINE OF LOT 8, BEING SOUTH 9°44'30" WEST, AS PER PLAT.
- THIS SURVEY WAS PREPARED WITHOUT AN ABSTRACT OF TITLE; THEREFORE THE UNDERSIGNED MAKES NO GUARANTEES OR REPRESENTATIONS REGARDING INFORMATION SHOWN HEREON PERTAINING TO EASEMENTS, RIGHT OF WAYS, SETBACK LINES, AGREEMENTS, RESERVATIONS, OR OTHER SIMILAR MATTERS.
- NO UNDERGROUND INSTALLATIONS, IMPROVEMENTS OR ENCROACHMENTS HAVE BEEN LOCATED EXCEPT THOSE SHOWN HEREON.
- BUILDING RESTRICTION LINES SHOWN HEREON, AS PER PLAT.
- EASEMENTS SHOWN HEREON, AS PER PLAT.
- THE PROPERTY DESCRIBED HEREON LIES IN FLOOD ZONE "X" (AREA OF MINIMAL CHANCE FLOOD HAZARD), AS WELL AS CAN BE DETERMINED FROM THE FLOOD INSURANCE RATE MAP No. 12031C0417J, EFFECTIVE NOVEMBER 2, 2018 FOR DUVAL COUNTY, FLORIDA.

CERTIFIED TO:
ALAN MARTIN

JASON D. BOATWRIGHT, P.S.M.
FLORIDA LICENSED SURVEYOR and MAPPER No. LS 7292
FLORIDA LICENSED SURVEYING & MAPPING BUSINESS No. LB 3672
"NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER."

FILE: 2025-1492
DRAWN BY: ADT
SCALE: 1" = 20'

BOATWRIGHT LAND SURVEYORS, INC.
1500 ROBERTS DRIVE, JACKSONVILLE BEACH, FLORIDA 32250 (PH) 904-241-8550

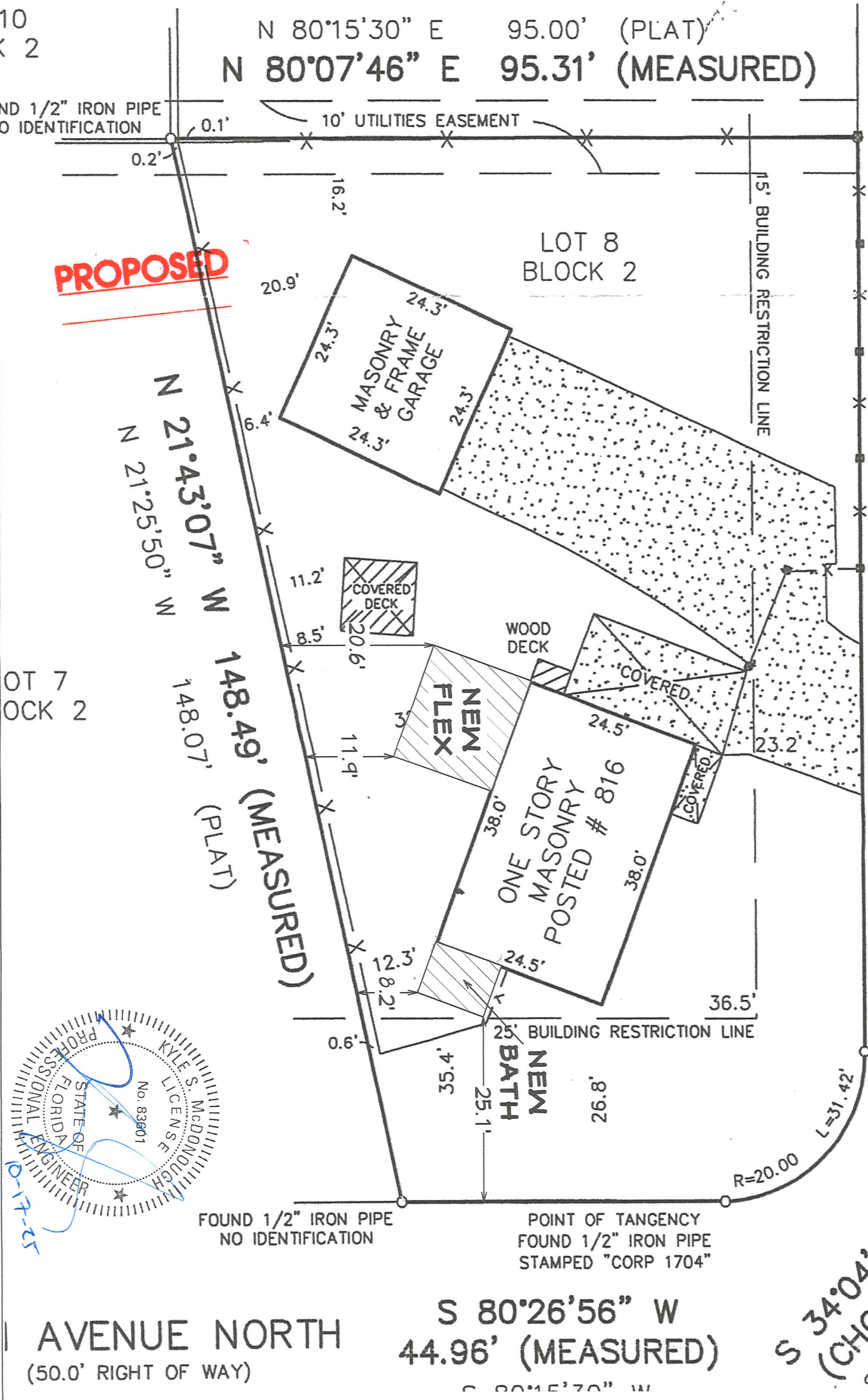
DATE: DECEMBER 9, 2025
SHEET 1 OF 1

NOTE: EOR RECOMMENDS SURVEYOR PLOT & CONFIRM ALL NEW AREAS TO ENSURE THERE ARE NO UNFORESEEN SETBACK/ENCROACHMENT ISSUES.

10th STREET NORTH
(50.0' RIGHT OF WAY)

S 09°44'30" E 125.00' (PLAT)
S 09°44'30" E 125.26' (MEASURED)

S 34°04'23" W 28.23' (CHORD)(MEASURED)
S 35°15'41" W 28.28' (CHORD)(PLAT)



FOUND 1/2" IRON PIPE NO IDENTIFICATION UNDER COLUMN

POINT OF CURVATURE FOUND 1/2" IRON PIPE NO IDENTIFICATION

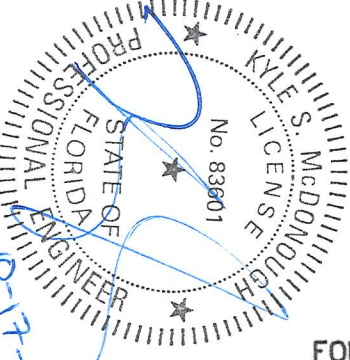
FOUND 1/2" IRON PIPE NO IDENTIFICATION

POINT OF TANGENCY FOUND 1/2" IRON PIPE STAMPED "CORP 1704"

AVENUE NORTH
(50.0' RIGHT OF WAY)

S 80°26'56" W 44.96' (MEASURED)

PROPOSED



COPYRIGHT 2025 MB ENGINEERING & ITS ASSOCIATES, DESIGNER, EXPRESSLY RESERVES HIS COPYRIGHT AND OTHER PROPERTY RIGHT IN THESE PLANS. THESE PLANS AND DRAWINGS ARE NOT TO BE REPRODUCED, CHANGED OR COPIED IN ANY FORM OR MANNER WITHOUT HIS WRITTEN CONSENT.



VARIANCE APPLICATION

BOA NO. 25-100096
HEARING DATE 1/20/26

This form is intended to be submitted along with all required documents for all requests for variances from the requirements of the City of Jacksonville Beach Land Development Code. Planning and Development Department staff will evaluate an application for a variance for sufficiency within ten (10) days of receipt. If the application is found to be complete and sufficient, the Jacksonville Beach Board of Adjustment, at their earliest meeting following appropriate public notice of the request will schedule it for review, public hearing and a decision.

REQUIRED DOCUMENTATION

1. Accurate, to-scale boundary survey prepared by a registered land surveyor that shows the location of all existing improvements.
2. Survey, plat or new site plan showing all proposed additions and/or improvements added to the drawing, **to scale** (on 11" x 17" paper or smaller).
3. Proof of ownership (copy of deed or current property tax notification).
4. Copy of any previous variance and/or conditional use approval letters.
5. If applicant is not owner, notarized written authorization from owner is required.
6. Non-refundable processing fee of \$500.00 (due at the time of application submittal).
7. Completed application.

APPLICANT INFORMATION

Applicant Name: ALAN MARTIN Telephone: 904-333-7122
 Mailing Address: 816 10th ST N. E-Mail: AMARTIN@BELLSOUTH.NET
JAX BEH FL 32250

Agent Name: _____ Telephone: _____
 Mailing Address: _____ E-Mail: _____

Landowner Name: _____ Telephone: _____
 Mailing Address: _____ E-Mail: _____

Please provide the name, address and telephone number for any other land use, environmental, engineering architectural, economic or other professionals assisting in the application on a separate sheet of paper.

AMARTIN@BELLSOUTH.NET

VARIANCE DATA

Street address of property and Real Estate Number: 816 10th ST N
 Legal description of property (Attach copy of deed): _____
 Description of requested variance (example: front yard setback of 17ft in lieu of 20ft, lot coverage, reduce required off-street parking spaces, etc.) (Attach a separate sheet if necessary).

- 1) TO BUILD AN ADDITIONAL 14'x16' FAMILY ROOM TO REAR OF HOUSE
- 2) TO BUILD A 2ND BATHROOM 8x9'6" TO SIDE OF HOUSE
8.2 syd for new bathroom addition

THIS BOX FOR OFFICE USE ONLY, GO TO NEXT PAGE	
CURRENT ZONING CLASSIFICATION: <u>RS-1</u>	FLOOD ZONE: _____
CODE SECTION (S): _____	_____
_____	_____
_____	_____
_____	_____



VARIANCE APPLICATION AFFIDAVIT

BOA No. 25-100076

AFFIDAVIT

I, ALAN MARTIN, being first duly sworn, attest that I am applying for a variance pursuant to Article 6, Section 6.6 of the Jacksonville Beach Land Development Code for the property described above; that all answers to questions in this application, the submitted boundary survey and other supplementary documents attached to and made part of this application are true and accurate to the best of my knowledge and belief. Furthermore, I understand that failure to submit accurate information as requested above may be grounds for denial of my request and/or subsequent building permit applications.

[Handwritten Signature]

ALAN L MARTIN

01-05-20

APPLICANT SIGNATURE

PRINT APPLICANT NAME

DATE

STATE OF FLORIDA, COUNTY OF DUVAL:

This instrument was acknowledged before me by means of physical presence or online notarization, this 5th day of January, 2020, by alan martin, who is personally known to me or produced drivers license as identification.

[Handwritten Signature]

NOTARY PUBLIC SIGNATURE

Callie Rayeski-Bowling

PRINT NOTARY NAME



CALLIE RAYESKI-BOWLING
Commission # HH 617978
Expires March 15, 2029

(Affix Notary Seal Above)

VARIANCE APPLICATION STANDARDS AND CONDITIONS

BOA No. 25-100296

Section 34-566

Purpose. Variances are deviations from the terms of the LDC which would not be contrary to the public interest when owing to special circumstances or conditions, the literal enforcement of the provisions of the LDC would result in undue and unnecessary hardship. Variances shall not be inconsistent with the Comprehensive Plan. It is understood that the granting of a variance shall not create a precedence for future requests.

Section 34-572.

Standards applicable to all variances. In order to authorize any variance from the terms of this code, the Board of Adjustment must find that the following standards have been met. To assist the Board in making a finding, please complete the form below.

Standard	Applies? Yes/No	Circumstances/ Explanation
(a) There are conditions or circumstances that exist which prevent compliance with site design and development standards, or which are unique to the parcel of land, building or structure.	YES	I'M ON A CORNER LOT OF A CUL-DE-SAC WHICH IS IRREGULAR IN SIZE. I REQUEST A VARIANCE TO BUILD WITHIN THE SET BACKS ON A PROPERTY LINE.
(b) The conditions or circumstances do not result from actions of the application and would not be considered a self-imposed hardship.	YES	I'M ON A CORNER LOT OF A CUL-DE-SAC WHICH IS IRREGULAR IN SIZE. I'M REQUESTING A VARIANCE TO BUILD WITHIN THE SET BACKS ON ONE PROPERTY LINE.
(c) There would be no special privileges afforded to the applicant by granting a variance that is not available to other parcels of land, building or structures with similar conditions or circumstances.	YES	I'M ON A CORNER LOT OF A CUL-DE-SAC WHICH IS IRREGULAR IN SIZE. I'M REQUESTING A VARIANCE TO BUILD WITHIN THE SET BACKS ON ONE PROPERTY LINE.
(d) Strict interpretation and enforcement of the code would deprive the applicant of rights commonly enjoyed by other parcels of land and would provide an unnecessary and undue hardship.	YES	I'M ON A CORNER LOT OF A CUL-DE-SAC WHICH IS IRREGULAR IN SIZE. I'M REQUESTING A VARIANCE TO BUILD WITHIN THE SET BACKS ON ONE PROPERTY LINE.
(e) The variance(s) requested, if granted, will make possible a reasonable use of the parcel of land, building, or structure.	YES	I'M ON A CORNER LOT OF A CUL-DE-SAC WHICH IS IRREGULAR IN SIZE. I'M REQUESTING A VARIANCE TO BUILD WITHIN THE SET BACKS ON ONE PROPERTY LINE.
(f) The variance(s) request, if granted, will not result in the creation of a public nuisance.	YES	I'M ON A CORNER LOT OF A CUL-DE-SAC WHICH IS IRREGULAR IN SIZE. I'M REQUESTING A VARIANCE TO BUILD WITHIN THE SET BACKS ON ONE PROPERTY LINE.

Warranty Deed

VOL. 6592PG0811
OFFICIAL RECORDS

10.50
264.00

THIS DEED is made as of the 30th day of September, 1988 between
GINALD T. HALL, HARRY GENE HALL, CLAUDIA HALL SHEVALIER and REGINALD TALMADGE HALL a/k/a
herein the "grantor" and

ALAN L. MARTIN, a single man

post-office address, 816 10th Street, Jacksonville Beach, Florida 32205
herein the "grantee". (As used herein, the terms grantor and grantee shall include, where the context permits or
requires, singular or plural, heirs, personal representatives, successors, or assigns.)

WITNESSETH, That the grantor in consideration of One Dollar and other valuable considerations paid by
the grantee, receipt and sufficiency of which are hereby acknowledged, has granted, bargained, sold, and conveyed
and by these presents does hereby grant, bargain, sell, and convey unto the grantee forever all of that certain
property in Duval County, Florida, described as follows:

Lot Eight (8), Block Two (2), PALM COURTS, Jacksonville Beach, according to plat
thereof recorded in Plat Book 24, page 59, of the current public records of Duval
County, Florida.

Subject to covenants, easements and restrictions of record.

The above Grantors herein state that aforementioned property is not their
homestead property as defined by the Florida State Statutes.

PREPARED BY AND RETURN TO:
FRANK E. MILLER of
COME & PURCELL, P.A.
1235 One Enterprise Center
225 Water Street
Jacksonville, Florida 32202



TO HAVE AND TO HOLD the same, together with the hereditaments and appurtenances, unto the grantee
in fee simple. And the grantor fully warrants the title to said property and will warrant and defend the same against
the lawful claims of all persons whomsoever.

This conveyance is subject to ad valorem taxes levied or which may become a lien subsequent to December 31
of the calendar year next preceding the date hereof.

IN WITNESS WHEREOF, this deed has been executed as of the date first above written.

Signed, sealed and delivered in the presence of:

Shirley Hall
Eileen Prooko

Harry Gene Hall
Harry Gene Hall

STATE OF FLORIDA
COUNTY OF PINELLAS

The foregoing instrument was acknowledged before me this 27th day of September, 1988
by Harry Gene Hall.

Evelyn H. Ellis
Notary Public in and for the County and State aforesaid
My commission expires:

(Notarial Seal)

NOTARY PUBLIC STATE OF FLORIDA
MY COMMISSION EXP. FEB 25, 1989
BONDED THRU GENERAL INS. UND.

Signed, sealed and delivered
in the presence of:

Loana Roberts

Sharon Jackson

Claudia Hall Shevalier
Claudia Hall Shevalier

STATE OF FLORIDA
COUNTY OF ALACHUA

The foregoing instrument was acknowledged before me this 28 day of
September, 1988, by Claudia Hall Shevalier.

Sharon M Jackson
Notary Public in and for the County and
State aforesaid

My commission expires:
3-10-91

Signed, sealed and delivered
in the presence of:

Frank E Miller

Robin A. Sheffield

Reginald T. Hall
Reginald Talmadge Hall a/k/a REGINALD T. HALL

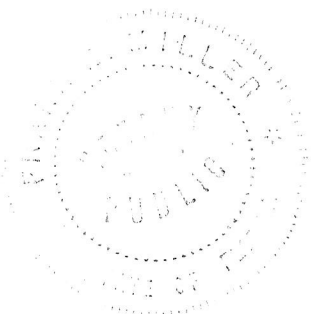
STATE OF FLORIDA
COUNTY OF DUVAL

The foregoing instrument was acknowledged before me this 22nd day of
September, 1988, by ~~Claudia Hall Shevalier~~.
REGINALD TALMADGE HALL / Reginald T. Hall.
a/k/a

Frank E Miller
Notary Public in and for the County and
State aforesaid

My commission expires:

NOTARY PUBLIC, STATE OF FLORIDA:
MY COMMISSION EXPIRES AUG. 4, 1990.
BONDED THRU NOTARY PUBLIC UNDERWRITERS.



88-105239

80 OCT 12 P12:07

HENRY W. CLOK
CLERK OF DISTRICT COURT

STATE OF FLORIDA,

S.S.

COUNTY OF DUVAL,

Before the undersigned authority personally appeared Nichol Stringer, who on oath says that she is the Publisher's Representative of the JACKSONVILLE DAILY RECORD, a weekly newspaper published at Jacksonville, in Duval County, Florida; that the attached copy of advertisement, being a Public Notice

in the matter of BOA#25-100096, BOA#25-100097, BOA#25-100098, and BOA#25-100099

in the Court, was published in said newspaper by print in the issues of 1/8/26.

Affiant further says that the JACKSONVILLE DAILY RECORD complies with all legal requirements for publication in Chapter 50, Florida Statutes.

*This notice was published on both jaxdailyrecord.com and floridapublicnotices.com.

Nichol Stringer

Sworn to and subscribed before me this 8th day of January, 2026 by Nichol Stringer who is personally known to me.

RHONDA L. FISHER
NOTARY PUBLIC
STATE OF FLORIDA
NO. HH 599731
MY COMMISSION EXPIRES OCT. 03, 2028

Seal

Notary Public, State of Florida

PUBLIC NOTICE

The Board of Adjustment for the City of Jacksonville Beach, Florida will meet and hold a public hearing on **Wednesday, January 21, 2026, at 6:00 p.m.** in the **City Council Chambers**, located at **11 North 3rd Street**, Jacksonville Beach, Florida to consider the following development permit applications for a variance from the requirements of the Land Development Code

BOA#25-100096 Section(s): 34-611(e)(1)(c)(2), for a side yard setback of 8.2 feet in lieu of 10 feet, for a new bathroom addition, to an existing single-family home, located at **property addressed 816 N 10th St RE# 177376-0000, legally described as Lot 8, Block 2, Palm Courts**

BOA#25-100097 Section(s): 34-611(e)(1)(c)(3), for a rear yard setback of 29.4 feet in lieu of 30 feet, and 34-611(e)(1)(c)(2), for a side yard setback of 7.5 feet in lieu of 10 feet, for a master bedroom addition, to an existing single-family home, located at **property addressed 2056 N 10th St RE# 174768-0000, legally described as Lot 13, Seagate Terrace**

BOA#25-100098 Section(s): 34-611(e)(1)(c)(2), for a northerly side yard setback of 7.3 feet in lieu of 10 feet, 34-611(e)(1)(c)(2), for a southerly side yard setback of 5 feet in lieu of 10 feet, and 34-611(e)(1)(e), for maximum lot coverage for primary structure and required driveway of 38.5% in lieu of 35%, for construction of a new single-family home, located at **property addressed 2804 S 2nd St RE# 180690-0000, legally described as Lot 14 & 15, Block 24, Atlantic Shores Unit NO. 1 replat**

BOA#25-100099 Section(s): 34-611(e)(1)(c)(2), for side yard setbacks of 7 feet and 8 feet in lieu of 10 feet, for construction of a new single-family home, located at **property addressed 1823 Sable Palm Ln RE# 178302-0000, legally described as Lot 8, Block 4, Ocean Forest Unit 1**

These applications are on file with the Planning and Development Department, City Hall, 11 North 3rd Street, and are open to public review during regular business hours.

Board of Adjustment
City of Jacksonville Beach

NOTICE

If you are a person with a disability who needs an accommo-

dition to participate in a meeting, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the ADA Coordinator by phone 904-712-6297 or submit an Accommodation Request to the ADA Coordinator as far in advance of the meeting as possible; preferably 7 days but no less than 2 business days, before the meeting. If you are hearing or voice impaired, please call Florida Relay at 711 for assistance.

In accordance with Section 286.0114, Florida Statutes, any member of the public may attend a public hearing and can be heard on any matter presented before the Agency. Anyone who wishes to provide live public comment should complete a "Speaker Request Card" and submit it to the recording secretary prior to the beginning of the meeting. These forms are available at the entrance of the City Council Chambers for your convenience. Speakers will be called to address the Agency when specified items are under consideration and will be limited to a maximum of three minutes or less, at the discretion of the presiding officer.

Alternatively, written public comment may be submitted in advance and must include the following: (1) First Name; (2) Last Name; (3) Address; (4) Public Hearing Date; (5) Specific Agenda Item(s); and (6) Comments. Written public comments may be submitted by one of the following options: (1) Email to the Agency Administrator at planning@jaxbchfl.net; (2) Postal mail to Community Redevelopment Agency Administrator - Public Comment, 11 3rd Street North, Jacksonville Beach, FL 32250; or (3) Drop off in-person to Planning and Development at City Hall. Written comments that include all required information and are received 24 hours in advance of the meeting will be made part of the record. All comments received are public record.

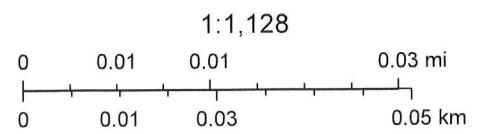
In accordance with Section 286.0105, Florida Statutes, any person desirous of appealing any decision reached at this meeting may need a record of the proceedings. Such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Jan. 8 00 (26-00205D)



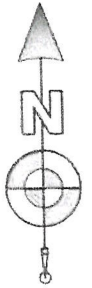
January 8, 2026

 Parcels

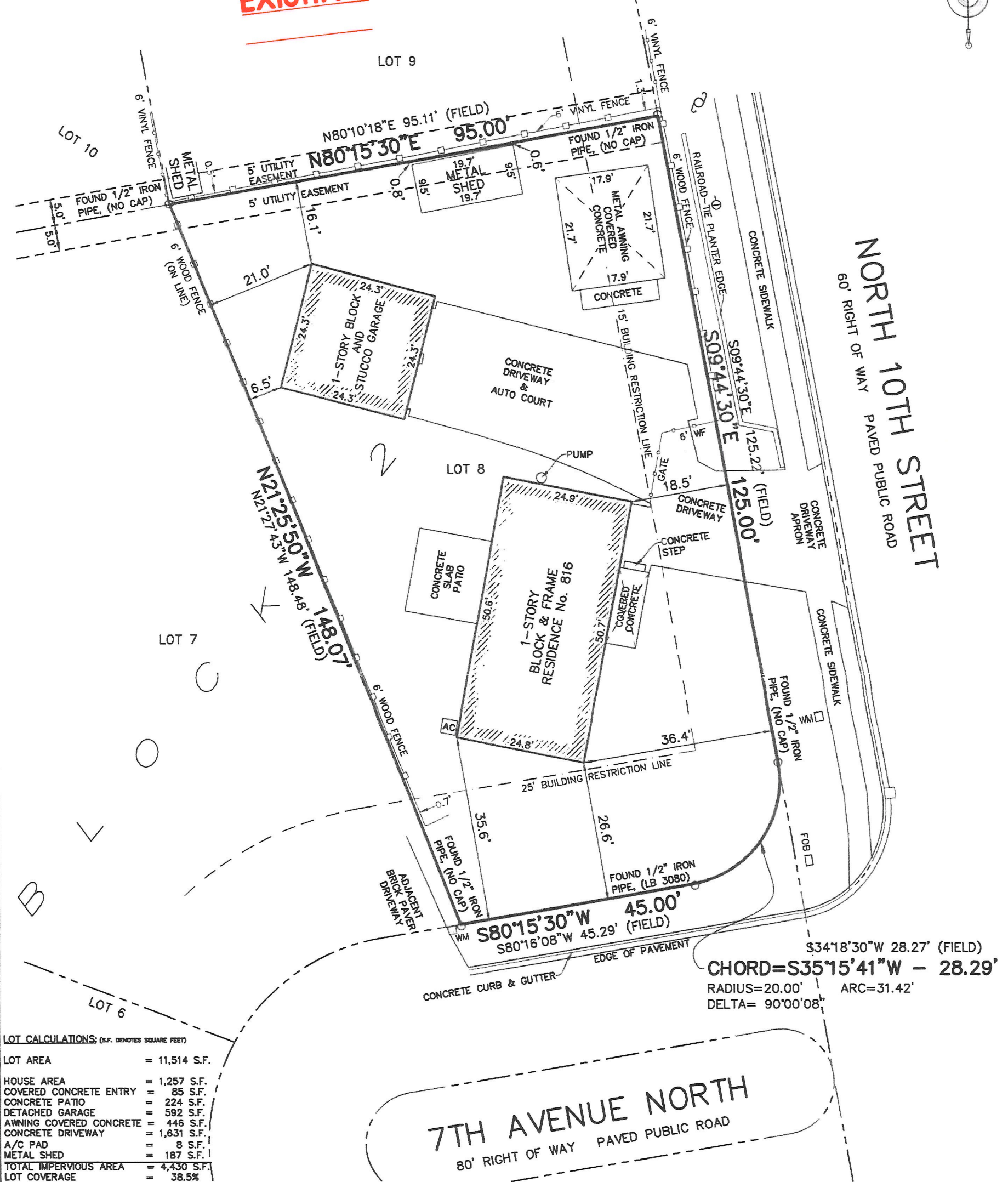


MAP SHOWING SURVEY OF

LOT 8, BLOCK 2, PALM COURTS AS RECORDED IN PLAT BOOK 24, PAGE 59, OF THE CURRENT PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA.



EXISTING



CHORD = S35°15'41\"/>

LOT CALCULATIONS: (S.F. DENOTES SQUARE FEET)

LOT AREA	= 11,514 S.F.
HOUSE AREA	= 1,257 S.F.
COVERED CONCRETE ENTRY	= 85 S.F.
CONCRETE PATIO	= 224 S.F.
DETACHED GARAGE	= 592 S.F.
AWNING COVERED CONCRETE	= 446 S.F.
CONCRETE DRIVEWAY	= 1,631 S.F.
A/C PAD	= 8 S.F.
METAL SHED	= 187 S.F.
TOTAL IMPERVIOUS AREA	= 4,430 S.F.
LOT COVERAGE	= 38.5%

FOB FIBER OPTIC CABLE BOX

SYMBOL LEGEND

	FIRE HYDRANT
	LIGHT POLE
	GAS VALVE
	WATER VALVE
	CLEAN OUT
	UTILITY POLE
	GUY ANCHOR
	BOLLARD
	WATER METER
	GAS RISER
	CABLE RISER
	ELECTRIC BOX
	SIGN
	TRANSFORMER
	MANHOLE

ABBREVIATION LEGEND

BFP	BACK-FLOW PREVENTER
(C)	CALCULATED
(FIELD)	FIELD MEASUREMENT
WF	WOOD FENCE
CLF	CHAIN LINK FENCE
VF	VINYL FENCE
CONC.	CONCRETE
R/W	RIGHT-OF-WAY
PB	PLAT BOOK
ORB	OFFICIAL RECORDS BOOK
PG	PAGE
MES	MITERED END SECTION
CMP	CORRUGATED METAL PIPE
PVC	POLYVINYL CHLORIDE PIPE
RCP	REINFORCED CONCRETE PIPE
EL	ELEVATION
FFE	FINISHED FLOOR ELEVATION
INV	INVERT ELEVATION
PC	POINT OF CURVATURE
PT	POINT OF TANGENCY OF CURVE
PCC	POINT OF COMPOUND CURVE
PRC	POINT OF REVERSE CURVE

GENERAL SURVEY NOTES

- THIS IS A BOUNDARY SURVEY.
- BEARINGS ARE BASED ON THE EAST LINE OF LOT 8, BEING SOUTH 9°44'30\"/>

CERTIFIED TO:
ALAN MARTIN

JASON D. BOATWRIGHT
License Number 7292
Professional Surveyor and Mapper
STATE OF FLORIDA

JASON D. BOATWRIGHT, P.S.M.
FLORIDA LICENSED SURVEYOR and MAPPER No. LS 7292
FLORIDA LICENSED SURVEYING & MAPPING BUSINESS No. LB 3672
NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

FILE: 2025-1492
DRAWN BY: ADT
SCALE: 1" = 20'

BOATWRIGHT LAND SURVEYORS, INC.
1500 ROBERTS DRIVE, JACKSONVILLE BEACH, FLORIDA 32250 (PH) 904-241-8550

DATE: DECEMBER 9, 2025
SHEET 1 OF 1

NOTE: EOR RECOMMENDS SURVEYOR PLOT & CONFIRM ALL NEW AREAS TO ENSURE THERE ARE NO UNFORESEEN SETBACK/ENCROACHMENT ISSUES.

10th STREET NORTH
(50.0' RIGHT OF WAY)

S 09°44'30" E 125.00' (PLAT)
S 09°44'30" E 125.26' (MEASURED)

POINT OF CURVATURE
FOUND 1/2" IRON PIPE
NO IDENTIFICATION

S 34°04'23" W 28.23'
(CHORD)(MEASURED)
S 35°15'41" W 28.28'
(CHORD)(PLAT)

S 80°26'56" W
44.96' (MEASURED)

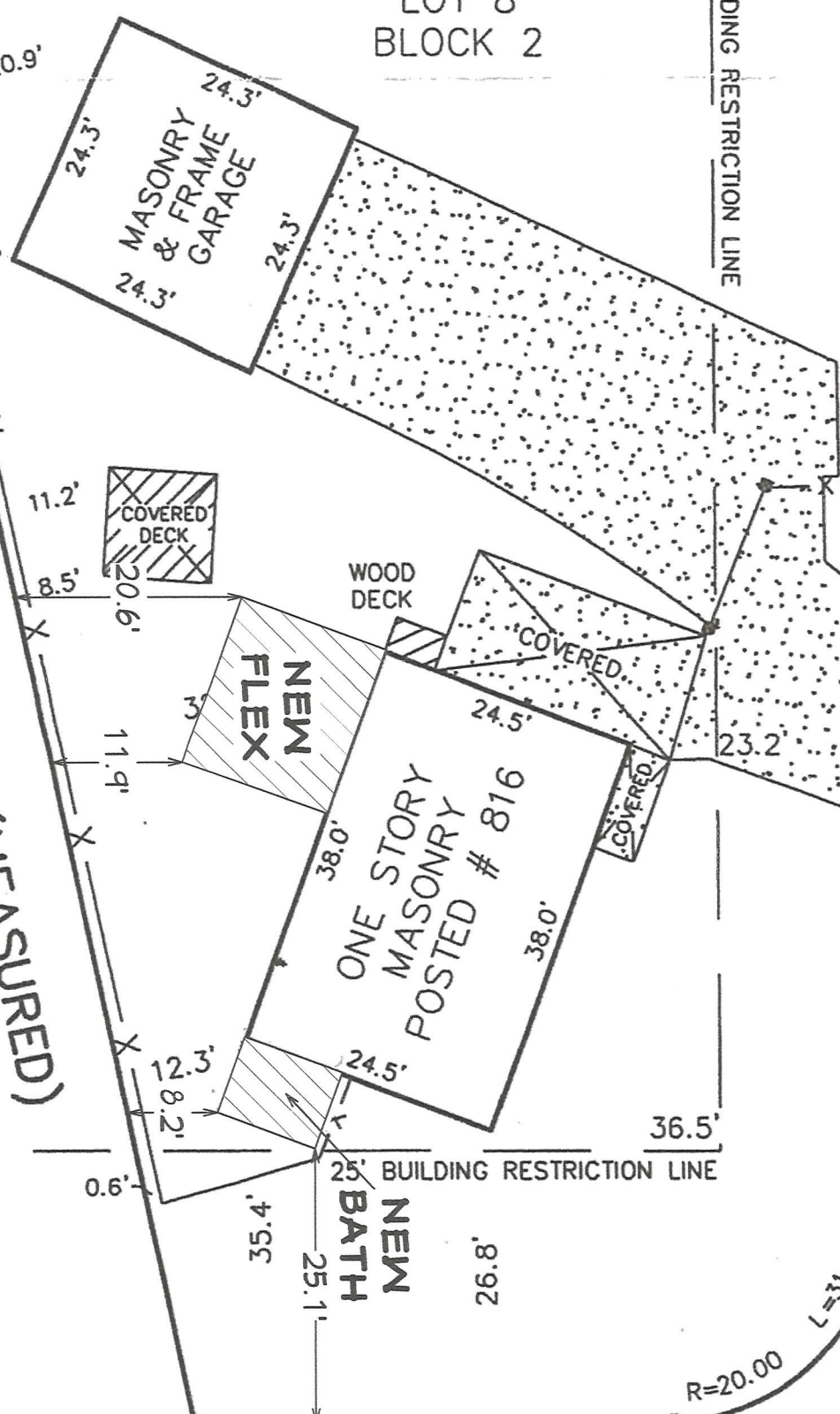
AVENUE NORTH
(50.0' RIGHT OF WAY)

N 80°15'30" E 95.00' (PLAT)
N 80°07'46" E 95.31' (MEASURED)

FOUND 1/2" IRON PIPE
NO IDENTIFICATION

FOUND 1/2" IRON PIPE
NO IDENTIFICATION
UNDER COLUMN

LOT 8
BLOCK 2

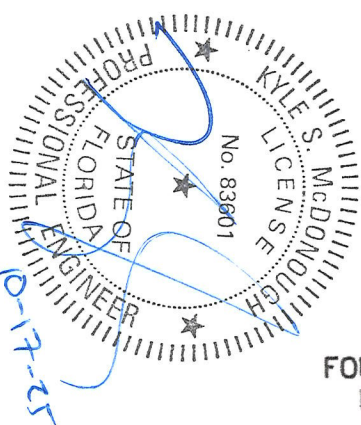


FOUND 1/2" IRON PIPE
NO IDENTIFICATION

POINT OF TANGENCY
FOUND 1/2" IRON PIPE
STAMPED "CORP 1704"

PROPOSED

N 21°43'07" W 148.49' (MEASURED)
N 21°25'50" W 148.07' (PLAT)



COPYRIGHT 2025 BY ENGINEERING & ITS ASSOCIATES, DESIGNER, EXPRESSLY RESERVES HIS COPYRIGHT AND OTHER PROPERTY RIGHT IN THESE PLANS. THESE PLANS AND DRAWINGS ARE NOT TO BE REPRODUCED, CHANGED OR COPIED IN ANY FORM OR MANNER WITHOUT HIS WRITTEN CONSENT. NO PART OF THESE PLANS OR DRAWINGS ARE TO BE REPRODUCED, CHANGED OR COPIED IN ANY FORM OR MANNER WITHOUT HIS WRITTEN CONSENT.



BOARD OF ADJUSTMENT AGENDA ITEM	
TO:	Board of Adjustment Members
FROM:	Department of Planning & Development
DATE:	01/14/2026
SUBJECT:	BOA #25-100097 Staff Report

The following information is provided for your consideration for the following agenda item for the upcoming Wednesday, January 21, 2026 Board of Adjustment Meeting.

BOA #25-100097

ZONING: RS-1
 RE NO.: 174768-0000
 LEGAL: Lot 13, *Seagate Terrace*
 ADDRESS: 2056 N 10th St

REQUEST:

Section(s): 34-611(e)(1)(c)(3), for a rear yard setback of 29.4 feet in lieu of 30 feet, and 34-611(e)(1)(c)(2), for a side yard setback of 7.5 feet in lieu of 10 feet, for a master bedroom addition, to an existing single-family home, located at **property addressed** 2056 N 10th St **RE#** 174768-0000, **legally described as** Lot 13, *Seagate Terrace*

EXISTING CONDITIONS:

The subject property is designated Low Density Residential on the Future Land Use Map and is zoned Residential, Single-Family (RS-1). The site consists of a legally platted single-family lot of record, originally established circa 1963. The parcel measures approximately 70 feet in width and 120 feet in depth, with a total lot area of 8,807 square feet, and is currently developed with a single-family dwelling constructed in 1964. The property is nonconforming in both lot area and width. Pursuant to the RS-1 zoning district standards, a minimum lot area of 9,000 square feet is required; however, the subject parcel contains 8,807 square feet. These nonconformities predate the current Land Development Code and were inherited by the applicant at the time of purchase.

The applicant is now seeking relief for a rear yard setback of 29.4 feet in lieu of 30 feet and for both side yard setbacks of 7.5 feet in lieu of a 10 foot minimum, for a master bedroom addition and interior remodeling to an existing single-family home. The applicant is expanding the home on both sides and the southwestern rear of the dwelling. The encroachments are minimal and are necessary for the remodeling. The side setbacks will encroach by only 2.5 feet and the rear is only seeking 0.6 feet of encroachment into the rear yard setbacks. The requested encroachments are minimal in nature, consisting of a 2.5-foot side yard encroachment and a 0.6-foot rear yard encroachment. Additionally, the side yard encroachment is an existing nonconformity, based on the age of construction of the home. The applicant is not proposing to increase the depth of the nonconformity, but simply add on to the rear of the home, keeping the new additions in line with the current house, which is already encroaching 7.5 feet on both sides. This would be an increase in the nonconformity, in the sense that the new addition would add square footage inside the side yards, but only to the depth of the current

AGENDA ITEM:	B.
MEETING DATE:	January 21, 2026



house. The approval of the side yard setback reduction will address the current home's nonconformities, and allow for the additions along the same plane.

Additionally, the lot was platted prior to the current Land Development Code and the nonconforming conditions were inherited by the applicant upon purchase. The applicant cannot make any improvements to the existing structure in a logical fashion, based on the layout of the current structure. Staff finds this request is consistent with the criteria for approval of a variance, and specifically finds this will not create a nuisance, as the applicant is trying to make improvements and will only exceed the rear setback by 0.6 feet and the side setbacks by 2.5 feet. The proposed additions to the single-family home are the most compatible use of the property. These proposed additions will be consistent with the neighboring homes, thus bringing the home more into compliance with neighboring homes.

The proposed additions will not increase the intensity of the encroachment into other setbacks, but rather expand the home's 2nd and 3rd floor decks. Continued investment in the existing single-family home will ensure the preservation of the character of the existing neighborhood. This is a critical consideration, as continued investment and maintenance of the existing home will ensure continued compatibility among neighboring properties, which is essential for preserving the character of the community. The new additions will enhance, rather than detract from, the neighborhood's aesthetic appeal.

There are no previous BOA Cases for the subject property.
There are no recorded code enforcement actions on file.

STAFF ANALYSIS:

As noted previously, the subject site is an existing lot of record platted prior to the current Land Development Code (1963). The lot is 20 feet narrower than the required minimum of 90 feet. The house was built in 1964, and was constructed 7.5 feet from the side property lines. Staff finds that the requested variances are the minimum required to allow for reasonable improvements to the existing structure. Due to the original lot configuration, nonconforming lot dimensions, and the existing building layout, the applicant is limited in the ability to expand or remodel the residence in a logical and functional manner without relief from the setback requirements. The lot was platted prior to the adoption of current zoning regulations, and the hardship is not self-imposed.

The current nonconforming parcel is not the fault of the applicant. Additionally, the location of the home, constructed in the 1960s, is an existing legal nonconformity in its location. The variance requested is the variance necessary to allow the applicant to utilize the property to its full potential. The proposed development maintains the character of the surrounding neighborhood, remains consistent with the Low Density Residential land use designation, and does not adversely impact adjacent properties. The minimal nature of the setback encroachments supports the finding that the request represents the minimum variance necessary to afford reasonable use of the property.

MINIMUM DIMENSIONAL STANDARDS:

Residential, single-family: RS-1

- Minimum lot area: 9,000 square feet.
- Minimum lot width: 90 feet at the building line and a minimum of 35 feet at the street.
- Minimum yards:
 - Front yard: 25 feet.



Side yard: 10 feet on each side except when the lot is a corner lot. For a corner lot, the side yard on the corner shall be 20 percent of the lot width or 10 feet, whichever is greater, except the side yard is never required to exceed 20 feet.

Rear yard: 30 feet for primary structure and 20 feet for unenclosed covered patios and enclosed screen rooms.

Minimum floor area: A single-family dwelling unit shall contain a minimum of 1,400 square feet of conditioned living area and a 1-car garage. The garage shall not be included as part of the single-family dwelling unit's minimum square footage.

Maximum lot coverage for primary structure and required driveway: 35 percent.

Maximum Impervious Surface: 50 percent.

Maximum height: 35 feet.

Accessory structures: All accessory structures shall only be located in a side or rear yard (not forward of the dwelling along any street frontage) and set back a minimum of five (5) feet from any property line or principal or accessory structures.

REVIEW OF CRITERIA:

1. There are conditions or circumstances that exist which prevent compliance with site design and development standards, or which are unique to the parcel of land, building or structure.

Staff finds there are conditions that prevent compliance with site design and development standards or are unique to the parcel of land, building or structure. There are conditions unique to the subject property which prevent compliance with current setback standards. The existing single-family dwelling was constructed under earlier development regulations that predate the updated 2025 Land development Code, and is situated in a manner that constrains expansion options. The parcel dimensions and current placement of the house limit where additions can be constructed, as the home is already nonconforming in side yard setbacks and cannot reasonably be located without setback and lot coverage relief. These factors create circumstances not generally applicable to other parcels in the zoning district.

2. The conditions or circumstances do not result from actions of the application and would not be considered a self-imposed hardship.

Staff finds that circumstances are not a result of actions of the applicant. The conditions are not the result of the applicant's actions. The configuration of the existing parcel and the applicable code requirements predate the current proposal. The hardship arises from the physical configuration of the lot, not from any subdivision, modification, or other voluntary act of the applicant, and the location of the home, constructed in 1964.

3. There would be no special privileges afforded to the applicant by granting a variance that is not available to other parcels of land, building or structures with similar conditions or circumstances.

Staff finds that special privileges will not be afforded to the applicant by granting a variance. Granting the requested variances will not confer special privileges to the applicant. The relief requested is the minimum necessary to allow the new master bedroom addition and remodeling. These are common amenities for single-family homes. Other similarly constrained properties may seek comparable relief, and approval here does not create an advantage unavailable to others in like circumstances.

4. Strict interpretation and enforcement of the code would deprive the applicant of rights commonly enjoyed by other parcels of land and would provide an unnecessary and undue hardship.

Staff finds that interpretation and enforcement of the code **would** deprive the applicant of rights enjoyed by other parcels of land. Strict enforcement of the LDC would prohibit the applicant from making reasonable improvements to their home. This would deprive the applicant of opportunities commonly enjoyed by other residential property owners, creating an unnecessary and undue hardship.

5. The variance(s) requested, if granted, will make possible a reasonable use of the parcel of land, building, or structure.

Staff finds that the variance(s) requested **are** necessary to make possible a reasonable use of the parcel of land, building, or structure. The requested variances are necessary to allow the applicant to make a reasonable residential use of the property. Without relief, the ability to improve the home with additions would be severely limited, which is inconsistent with the intended use and enjoyment of single-family residential properties in the district. Additionally, the requested setback reduction will bring the current home's nonconformities into compliance.

6. The variance(s) request, if granted, will not result in the creation of a public nuisance.

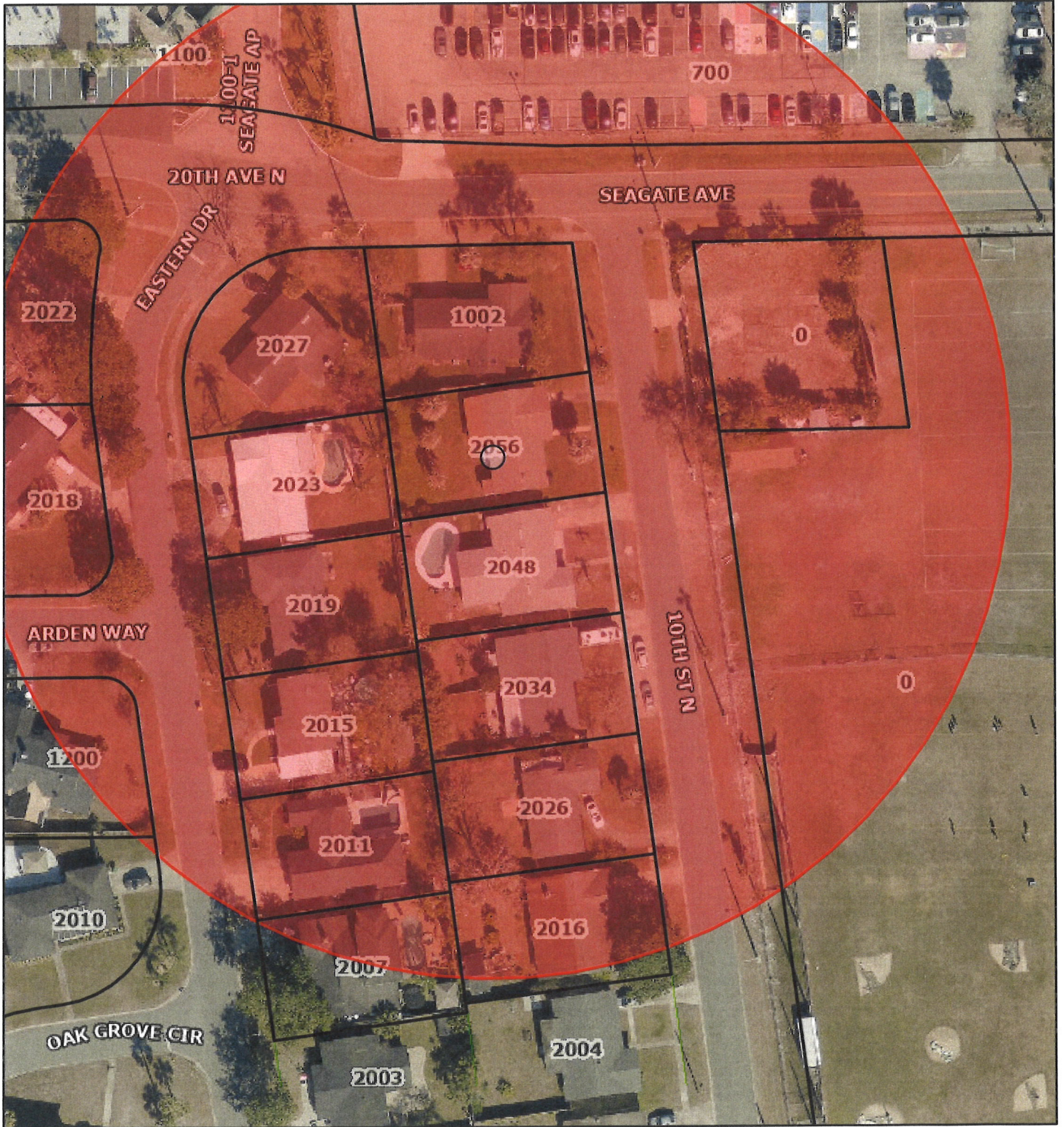
Staff finds that the variance(s) **will not** result in the creation of a public nuisance. The requested variances will not create a public nuisance. The proposed encroachments are minimal in scale, will remain compatible with the surrounding neighborhood, and do not create issues of safety, visibility, traffic, or noise. The proposed improvements will continue to comply with applicable building and safety codes.

STAFF RECOMMENDATION:

Per Section 34-572 of the Land Development Code, and based on the provided application and analysis stated in this report, the Planning and Development Department recommends **Approval** of **BOA#25-100097**.

ATTACHMENTS:

1. 25-100097pics
2. BOA#25-100097 Application



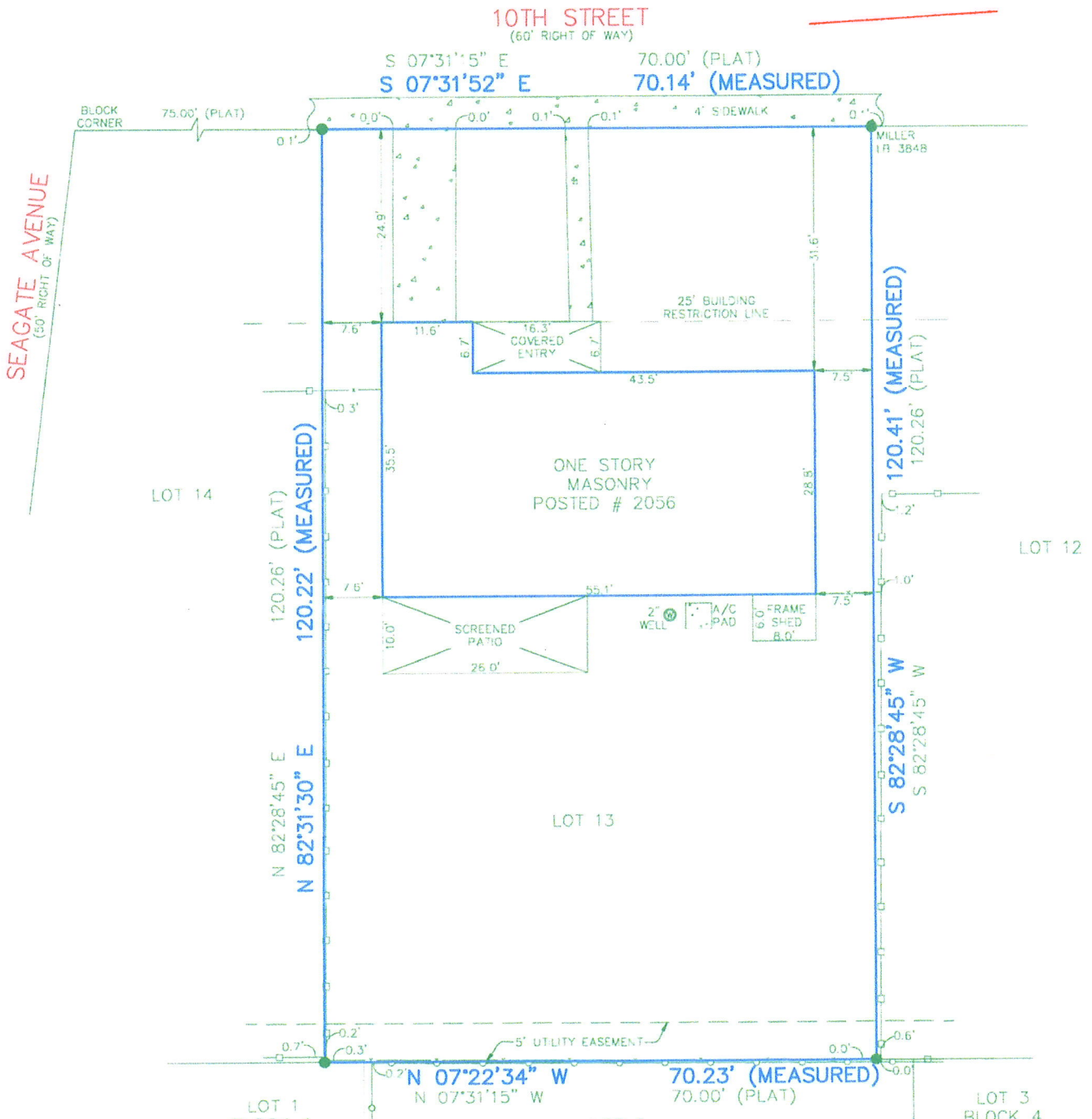
MAP SHOWING BOUNDARY SURVEY OF

LOT 13, SEAGATE TERRACE, ACCORDING TO PLAT THEREOF, AS RECORDED IN PLAT BOOK 32, PAGE 74, OF THE CURRENT PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA.

CERTIFIED TO:

KAREN M. TORELLI
 ROBERT E. WEIMER
 INTERFIRST MORTGAGE COMPANY
 OSBORNE AND SHEFFIELD TITLE SERVICES, LLC
 FIRST AMERICAN TITLE INSURANCE COMPANY

EXISTING



LEGEND:

- = VINYL FENCE
- = WOOD FENCE
- X— = CHAIN LINK FENCE
- ⊙ = CONCRETE
- = SET 1/2" REBAR STAMPED PSM#6146
- = FOUND 1/2" IRON PIPE NO IDENTIFICATION (UNLESS OTHERWISE NOTED)
- = 4"x4" CONCRETE MONUMENT
- A/C = AIR CONDITIONER

- PC = POINT OF CURVATURE
- PT = POINT OF TANGENCY
- PRC = POINT OF REVERSE CURVATURE
- PCC = POINT OF COMPOUND CURVATURE

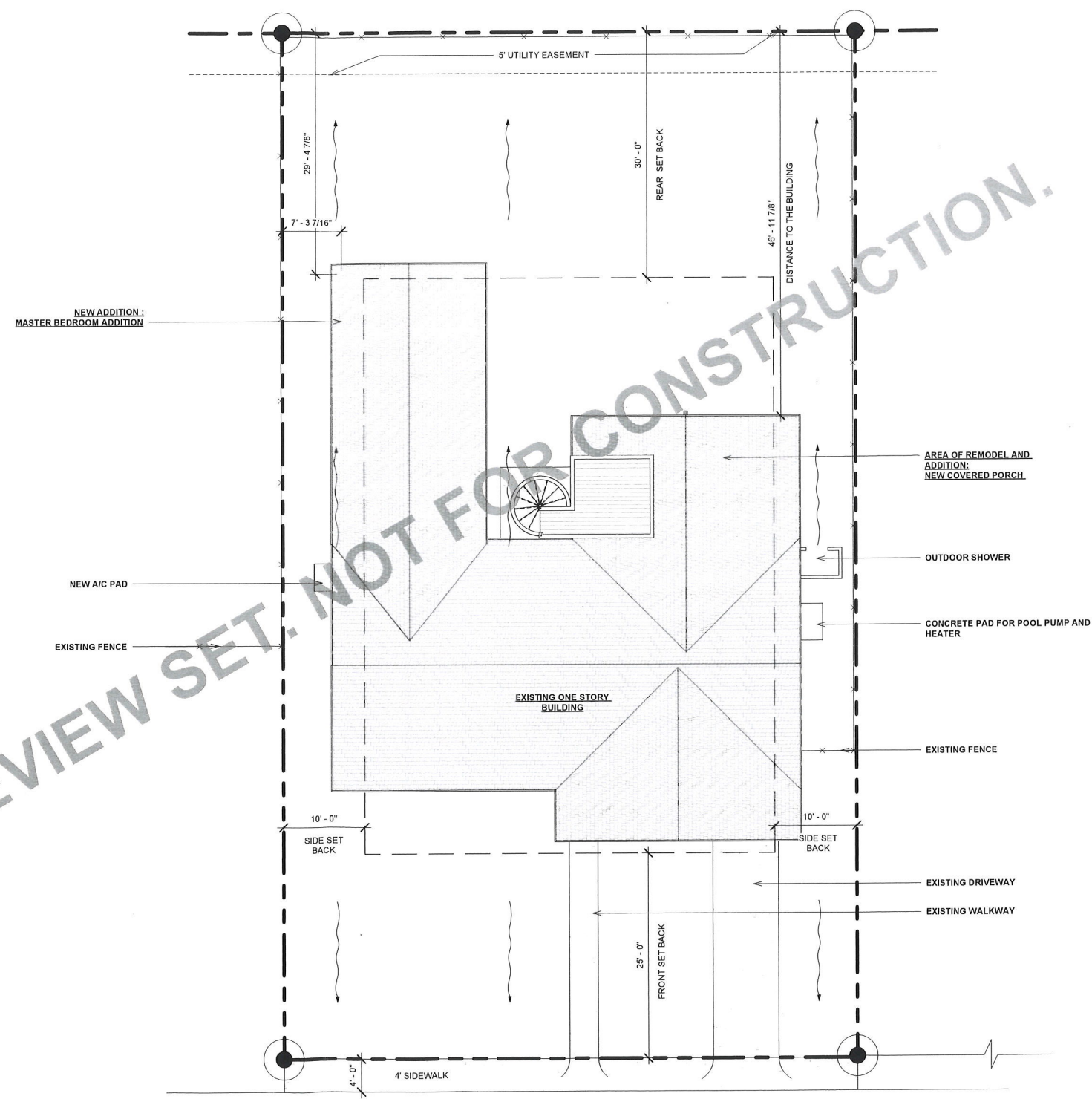
NOTES:

REVISIONS

PROPOSED

SITE CALCULATION	
SITE TOTAL SQ.FT.	8,807
CONDITIONED	
CONDITIONED SQ.FT. OF BUILDING UNDER ROOF:	1,940
UNCONDITIONED SPACE UNDER ROOF	
REAR PORCH	447
GARAGE	246
FRONT PORCH	148
TOTAL UNCONDITIONED SQ.FT UNDER ROOF:	774
TOTAL SQ.FT. OF BUILDING UNDER ROOF W/ DRIVEWAY:	2,781
LOT COVERAGE OF BUILDING FOOTPRINT:	31.5%
IMPERVIOUS	
DRIVEWAY	221
WALKWAYS	97
OTHER, A/C PAD/ POOL EQUIPMENT PAD	29
TOTAL IMPERVIOUS:	330
LOT COVERAGE OF BUILDING FOOTPRINT AND IMPERVIOUS SQ.FT.:	35.5%
SITE INFORMATION	
ZONING	RS-1
SET BACKS:	
FRONT	25'-0"
SIDE A	10'-0"
SIDE B	10'-0"
REAR	30'-0"
MAXIMUM BUILDING HEIGHT	35'-0"
PROPOSED BUILDING HEIGHT	13'-5 3/4"
MAXIMUM LOT COVERAGE	35 %
MAXIMUM LOT COVERAGE W/ IMPERVIOUS	50 %
FEMA FLOOD ZONE	X
NOTES	
NOTE: ANY CEDAR TREES REMOVED WILL BE REPLACED PER THE COSA REQUIREMENTS AT THE TIME OF LANDSCAPING	
NOTE: EROSION CONTROL SHALL BE INSTALLED TO PREVENT IMPACT ON ADJACENT PROPERTY-(LOCATED 3' WITHIN LOT BOUNDARY & WETLAND LINES)	
REFERENCE SYMBOLS	
	LOT LINES
	SET BACKS
	SILT FENCE
	DRAINAGE

SITE PLAN NOTES	
1.	IT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO STAKE OUT PERIMETER OF STRUCTURE & FIELD VERIFY ALL SETBACKS PRIOR TO COMMENCEMENT OF CONSTRUCTION.
2.	FOOTPRINT PLACEMENT IS SHOWN FOR REFERENCE ONLY & IS SUBJECT TO CHANGE - REF: NEW SURVEY OR LANDSCAPE PLANS (FINAL BUILDING LOCATION TBD BY THE BUILDER OR G.C.)
3.	VERIFY EXIST. FLOOD ZONES & COORDINATE ALL REQUIRED DOCUMENTS/REQUIREMENTS W/ NEW BUILDING LOCATION IF APPLICABLE.
4.	VERIFY ALL CODES & RESTRICTIONS WITH STATE & LOCAL MUNICIPALITIES PRIOR TO CONSTRUCTION.
5.	G.C. TO VERIFY ANY EXISTING STRUCTURES, SEPTIC, GAS, ETC. DEMOLISH & RELOCATE AS REQUIRED PER LOCAL CODES OR FINAL LOCATION OF NEW BUILDING.
6.	BUILDING IS TO BE STAKED OUT WITHIN 15' OF ALL TREES. TREE PROTECTION IS TO BE PROVIDED AND ALL SETBACKS ARE TO BE VERIFIED BY THE CONTRACTOR, PRIOR TO CONSTRUCTION.



① SITE PLAN
1/8" = 1'-0"

Fortress
ENGINEERING GROUP
6622 SOUTHPOINT DR. SOUTH STE 240
JACKSONVILLE, FL 32216
904-821-7300 FL CA#34117

REVISION	
DATE	TYPE

BUILDING ADDITION
FEG 25-227
2056 10TH ST N,
JACKSONVILLE BEACH, FL 32250

DESIGN BY	JM
DRAWN BY	JM
CHECKED BY	CFB

CLAUDIA FERNANDEZ GARCIA
AR 99520

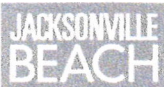
NOT FOR CONSTRUCTION OR PERMITTING. FOR OWNER REVIEW PURPOSES ONLY

PRINT DATE
10.15.2025

FEG JOB #
FEGA25-227

SHEET
AO.1
SITE PLAN

VERY IMPORTANT: FIELD ALTERATION AND PLAN SCALING NOTE. PRIOR TO MAKING ANY STRUCTURAL FIELD MODIFICATIONS WHICH MAY VARY FROM THE INTENT OF THE ORIGINAL CONSTRUCTION DOCUMENTS, CONTRACTOR SHALL CONTACT FORTRESS ENGINEERING GROUP AT 904-821-7300. DO NOT SCALE DIMENSIONS FROM THESE DRAWINGS. ALL DIMENSIONS SHALL BE APPROVED BY THE ARCHITECT, DESIGNER, OR PROJECT CONTRACTOR. ***ANY FIELD MODIFICATIONS MADE PRIOR TO BEING APPROVED BY FEG ARE SUBJECT TO ADDITIONAL DESIGN & INSPECTIONS AND FEES.***



APPLICATION FOR VARIANCE

BOA No. 25-100097
HEARING DATE 1/20/26

This form is intended for submittal, along with the required documents, for all requests for variances from the requirements of the City of Jacksonville Beach Land Development Code, Article 6, Section 6.6 Variances. The Planning and Development Director will evaluate an application for a variance for sufficiency within five (5) days of receipt. If the application is found to be complete, the Jacksonville Beach Board of Adjustment at their earliest meeting following appropriate public notice of the request will schedule it for review, public hearing and a decision.

REQUIRED DOCUMENTATION

1. Accurate, to-scale boundary survey prepared by a registered land surveyor that shows the location of all existing improvements.
2. Survey, plat or new site plan showing all proposed additions and/or improvements added to the drawing, to scale (on 11" x 17" paper or smaller).
3. Proof of ownership (copy of deed or current property tax notification).
4. Copy of any previous variance and/or conditional use approval letters.
5. If applicant is not owner, notarized written authorization from owner is required.
6. Non-refundable processing fee of \$500.00 (due at the time of application submittal).
7. Completed application.

APPLICANT INFORMATION

Applicant Name: Janelle Foster **Telephone:** (502) 500-2065
Mailing Address: 2056 10th Street N **E-Mail:** janellefoster222@gmail.com
Jacksonville Beach, FL 32250

Agent Name: Jeff Johnson **Telephone:** (904) 591-6995
Mailing Address: PO Box 675 **E-Mail:** jwjremodel@comcast.net
Ponte Vedre, FL 32004

Landowner Name: Kevin and Janelle Foster **Telephone:** 502-500-2065
Mailing Address: 2056 10th Street N **E-Mail:** janellefoster222@gmail.com
Jacksonville Beach, FL 32250

Please provide the name, address and telephone number for any other land use, environmental, engineering architectural, economic or other professionals assisting in the application on a separate sheet of paper.

VARIANCE DATA

Street address of property and Real Estate Number: 2056 10th Street N 174768-0000
 Legal description of property (Attach copy of deed): lot 13 Seagate Terrace
 Description of requested variance (example: front yard setback of 17ft in lieu of 20ft, lot coverage, reduce required off-street parking spaces, etc.) (Attach a separate sheet if necessary).
Back yard setback at 29 feet 4 inches instead of 30 feet and permission to continue the current side setback of 7.5 feet for the addition on the South side of the home in line with the existing structure

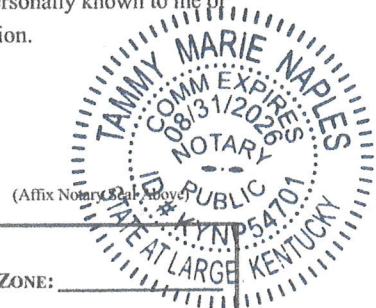
AFFIDAVIT

I, Janelle Foster, being first duly sworn, attest that I am applying for a variance pursuant to Article 6, Section 6.6 of the Jacksonville Beach Land Development Code for the property described above; that all answers to questions in this application, the submitted boundary survey and other supplementary documents attached to and made part of this application are true and accurate to the best of my knowledge and belief. Furthermore, I understand that failure to submit accurate information as requested above may be grounds for denial of my request and/or subsequent building permit applications.

Janelle Foster Janelle Foster 12/16/25
 APPLICANT SIGNATURE PRINT APPLICANT NAME DATE

STATE OF ~~FLORIDA~~ Kentucky, COUNTY OF ~~DUVAL~~ Jefferson
 This instrument was acknowledged before me by means of physical presence or online notarization, this 16 day of December, 2025, by Janelle Foster, who is personally known to me or produced Florida Driver License as identification.

Tammy Naples
 NOTARY PUBLIC SIGNATURE
Tammy Naples
 PRINT NOTARY NAME



THIS BOX FOR OFFICE USE ONLY, GO TO NEXT PAGE

CURRENT ZONING CLASSIFICATION: RS-1 FLOOD ZONE: _____

CODE SECTION (S): _____

PREPARED BY, RECORD AND RETURN TO:

Lee S. Osborne
Osborne & Sheffield Title Services, LLC
4776 Hodges Boulevard, Suite 206
Jacksonville, Florida 32224

File #: 2025-150JO

Parcel Identification Number:

174768-0000

25050247
\$1002000⁰⁰

WARRANTY DEED

THIS WARRANTY DEED made this **28th** day of **May, 2025**, by **Karen M. Torelli, a married woman**, hereinafter called Grantor, whether one or more, whose post office address is 311 Clifton Bay Loop, Jacksonville, Florida 32259, to **Kevin Foster and Janelle Foster, husband and wife**, hereinafter called Grantee, whether one or more, and whose post office address is **2056 10th St. N., Jacksonville Beach, Florida 32250**.

(Wherever 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 and No/100 Dollars (\$10.00) and other valuable considerations, in hand paid by the said Grantee, the receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the said Grantee the following described land situate, lying and being in the County of **Duval**, State of Florida, to-wit:

Lot 13, SEAGATE TERRACE, according to the plat thereof recorded in Plat Book 32, Page 74, of the Public Records of Duval County, Florida.

Said property is not the homestead of the Grantor under the laws and constitution of the State of Florida in that neither Grantor nor any members of the household of Grantor reside thereon.

SUBJECT TO taxes accruing subsequent to December 31, 2024.

SUBJECT TO covenants, restrictions and easements of record, if any; however, this reference shall not operate to reimpose same.

TOGETHER with all the tenements, hereditaments and appurtenances thereunto 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.

IN WITNESS WHEREOF, the said Grantor has set Grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence;

Witness #1 signature

Witness #1 printed name
4776 Hodges Blvd., #206
Jacksonville, Florida 32224

Witness #1 physical address (not a PO Box)

Witness #2 signature

Witness #2 printed name
4776 Hodges Blvd., #206
Jacksonville, Florida 32224

Witness #2 physical address (not a PO Box)

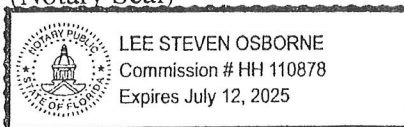
Karen M. Torelli
Karen M. Torelli

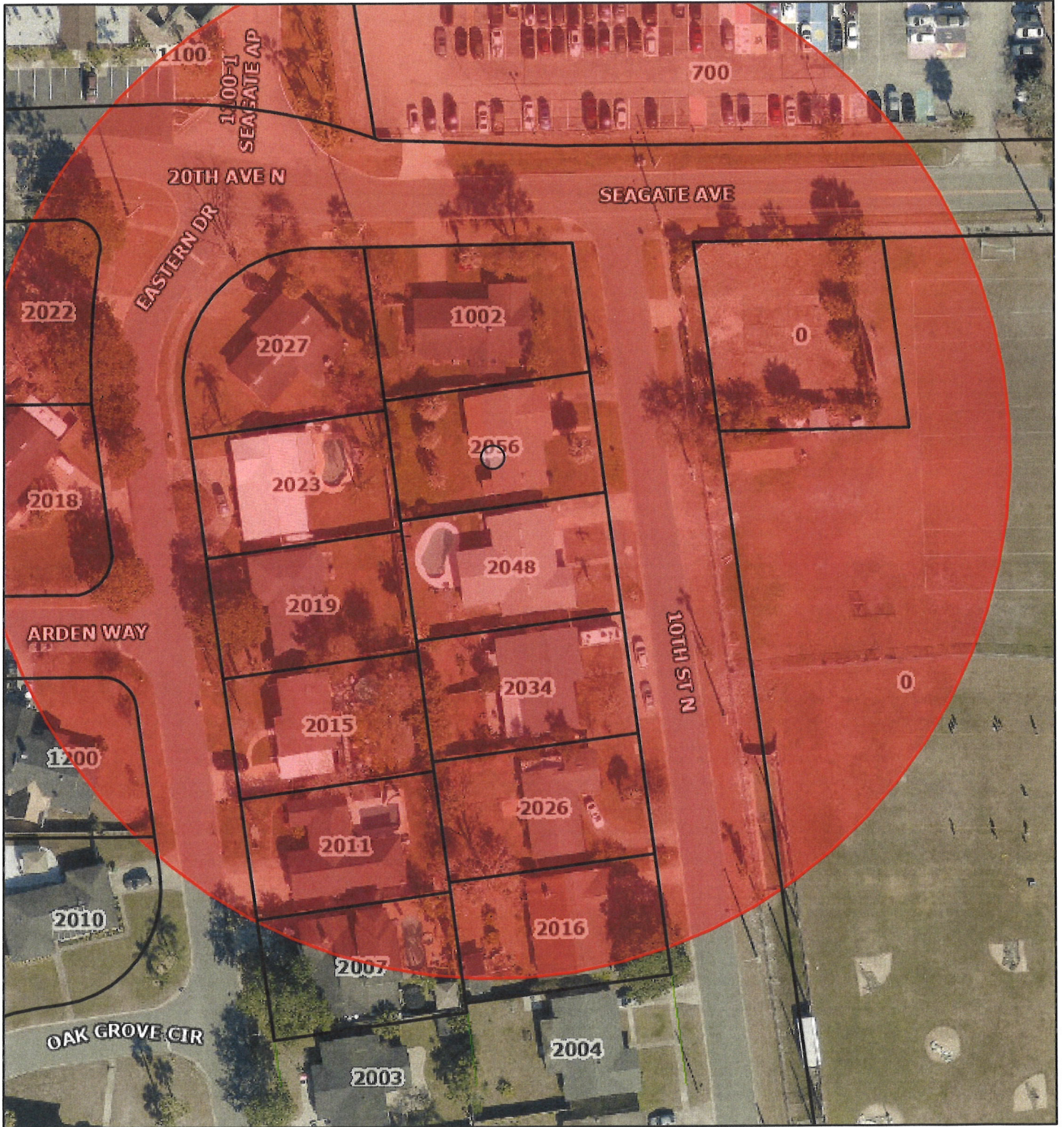
STATE OF FLORIDA
COUNTY OF DUVAL

The foregoing instrument was acknowledged before me by means of X physical presence or _____ online notarization, this **28th** day of **May, 2025**, by **Karen M. Torelli, a married woman**, who is/are personally known to me, has/have produced a valid driver's license(s) or has/have produced _____ Driver's License as identification.

Notary Public LEE S. OSBORNE
My Commission Expires:

(Notary Seal)





STATE OF FLORIDA,

S.S.

COUNTY OF DUVAL,

Before the undersigned authority personally appeared Nichol Stringer, who on oath says that she is the Publisher's Representative of the JACKSONVILLE DAILY RECORD, a weekly newspaper published at Jacksonville, in Duval County, Florida; that the attached copy of advertisement, being a Public Notice

in the matter of BOA#25-100096, BOA#25-100097, BOA#25-100098, and BOA#25-100099

in the Court, was published in said newspaper by print in the issues of 1/8/26.

Affiant further says that the JACKSONVILLE DAILY RECORD complies with all legal requirements for publication in Chapter 50, Florida Statutes.

*This notice was published on both jaxdailyrecord.com and floridapublicnotices.com.

Nichol Stringer

Sworn to and subscribed before me this 8th day of January, 2026 by Nichol Stringer who is personally known to me.

RHONDA L FISHER
NOTARY PUBLIC
STATE OF FLORIDA
NO. HH 599731
MY COMMISSION EXPIRES OCT. 03, 2028

Seal

Notary Public, State of Florida

PUBLIC NOTICE

The Board of Adjustment for the City of Jacksonville Beach, Florida will meet and hold a public hearing on **Wednesday, January 21, 2026, at 6:00 p.m.** in the **City Council Chambers**, located at **11 North 3rd Street**, Jacksonville Beach, Florida to consider the following development permit applications for a variance from the requirements of the Land Development Code

BOA#25-100096 Section(s): 34-611(e)(1)(c)(2), for a side yard setback of 8.2 feet in lieu of 10 feet, for a new bathroom addition, to an existing single-family home, located at **property addressed 816 N 10th St RE# 177376-0000, legally described as Lot 8, Block 2, Palm Courts**

BOA#25-100097 Section(s): 34-611(e)(1)(c)(3), for a rear yard setback of 29.4 feet in lieu of 30 feet, and 34-611(e)(1)(c)(2), for a side yard setback of 7.5 feet in lieu of 10 feet, for a master bedroom addition, to an existing single-family home, located at **property addressed 2056 N 10th St RE# 174768-0000, legally described as Lot 13, Seagate Terrace**

BOA#25-100098 Section(s): 34-611(e)(1)(c)(2), for a northerly side yard setback of 7.3 feet in lieu of 10 feet, 34-611(e)(1)(c)(2), for a southerly side yard setback of 5 feet in lieu of 10 feet, and 34-611(e)(1)(e), for maximum lot coverage for primary structure and required driveway of 38.5% in lieu of 35%, for construction of a new single-family home, located at **property addressed 2804 S 2nd St RE# 180690-0000, legally described as Lot 14 & 15, Block 24, Atlantic Shores Unit NO. 1 replat**

BOA#25-100099 Section(s): 34-611(e)(1)(c)(2), for side yard setbacks of 7 feet and 8 feet in lieu of 10 feet, for construction of a new single-family home, located at **property addressed 1823 Sable Palm Ln RE# 178302-0000, legally described as Lot 8, Block 4, Ocean Forest Unit 1**

These applications are on file with the Planning and Development Department, City Hall, 11 North 3rd Street, and are open to public review during regular business hours.

Board of Adjustment
City of Jacksonville Beach

NOTICE

If you are a person with a disability who needs an accommo-

ation to participate in a meeting, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the ADA Coordinator by phone 904-712-6297 or submit an Accommodation Request to the ADA Coordinator as far in advance of the meeting as possible; preferably 7 days but no less than 2 business days, before the meeting. If you are hearing or voice impaired, please call Florida Relay at 711 for assistance.

In accordance with Section 286.0114, Florida Statutes, any member of the public may attend a public hearing and can be heard on any matter presented before the Agency. Anyone who wishes to provide live public comment should complete a "Speaker Request Card" and submit it to the recording secretary prior to the beginning of the meeting. These forms are available at the entrance of the City Council Chambers for your convenience. Speakers will be called to address the Agency when specified items are under consideration and will be limited to a maximum of three minutes or less, at the discretion of the presiding officer.

Alternatively, written public comment may be submitted in advance and must include the following: (1) First Name; (2) Last Name; (3) Address; (4) Public Hearing Date; (5) Specific Agenda Item(s); and (6) Comments. Written public comments may be submitted by one of the following options: (1) Email to the Agency Administrator at plaming@jaxbehl.net; (2) Postal mail to Community Redevelopment Agency Administrator - Public Comment, 11 3rd Street North, Jacksonville Beach, FL 32250; or (3) Drop off in-person to Planning and Development at City Hall. Written comments that include all required information and are received 24 hours in advance of the meeting will be made part of the record. All comments received are public record.

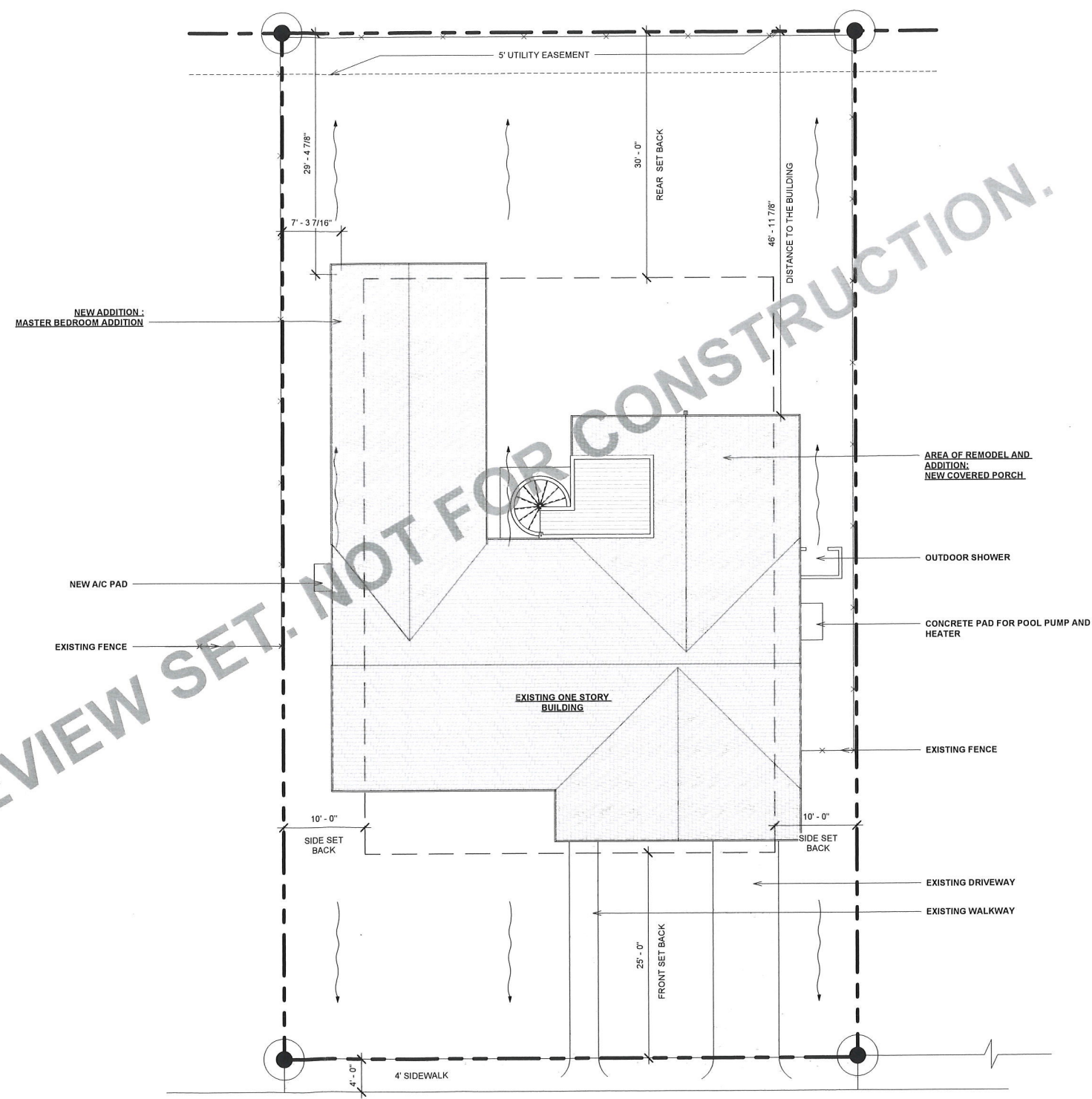
In accordance with Section 286.0105, Florida Statutes, any person desirous of appealing any decision reached at this meeting may need a record of the proceedings. Such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Jan. 8 00 (26-00205D)

PROPOSED

SITE CALCULATION	
SITE TOTAL SQ.FT.	8,807
CONDITIONED	
CONDITIONED SQ.FT. OF BUILDING UNDER ROOF:	1,940
UNCONDITIONED SPACE UNDER ROOF	
REAR PORCH	447
GARAGE	246
FRONT PORCH	148
TOTAL UNCONDITIONED SQ.FT UNDER ROOF:	774
TOTAL SQ.FT. OF BUILDING UNDER ROOF W/ DRIVEWAY:	2,781
LOT COVERAGE OF BUILDING FOOTPRINT:	31.5%
IMPERVIOUS	
DRIVEWAY	221
WALKWAYS	97
OTHER, A/C PAD/ POOL EQUIPMENT PAD	29
TOTAL IMPERVIOUS:	330
LOT COVERAGE OF BUILDING FOOTPRINT AND IMPERVIOUS SQ.FT.:	35.5%
SITE INFORMATION	
ZONING	RS-1
SET BACKS:	
FRONT	25'-0"
SIDE A	10'-0"
SIDE B	10'-0"
REAR	30'-0"
MAXIMUM BUILDING HEIGHT	35'-0"
PROPOSED BUILDING HEIGHT	13'-5 3/4"
MAXIMUM LOT COVERAGE	35 %
MAXIMUM LOT COVERAGE W/ IMPERVIOUS	50 %
FEMA FLOOD ZONE	X
NOTES	
NOTE: ANY CEDAR TREES REMOVED WILL BE REPLACED PER THE COSA REQUIREMENTS AT THE TIME OF LANDSCAPING	
NOTE: EROSION CONTROL SHALL BE INSTALLED TO PREVENT IMPACT ON ADJACENT PROPERTY-(LOCATED 3' WITHIN LOT BOUNDARY & WETLAND LINES)	
REFERENCE SYMBOLS	
	LOT LINES
	SET BACKS
	SILT FENCE
	DRAINAGE

SITE PLAN NOTES	
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2.	FOOTPRINT PLACEMENT IS SHOWN FOR REFERENCE ONLY & IS SUBJECT TO CHANGE - REF: NEW SURVEY OR LANDSCAPE PLANS (FINAL BUILDING LOCATION TBD BY THE BUILDER OR G.C.)
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① SITE PLAN
1/8" = 1'-0"

Fortress
ENGINEERING GROUP
6622 SOUTHPOINT DR. SOUTH STE 240
JACKSONVILLE, FL 32216
904-821-7300 FL CA#34117

REVISION	
DATE	TYPE

BUILDING ADDITION
FEG 25-227
2056 10TH ST N,
JACKSONVILLE BEACH, FL 32250

DESIGN BY	JM
DRAWN BY	JM
CHECKED BY	CFB

CLAUDIA FERNANDEZ GARCIA
AR 99520

NOT FOR CONSTRUCTION OR PERMITTING. FOR OWNER REVIEW PURPOSES ONLY

PRINT DATE
10.15.2025

FEG JOB #
FEGA25-227

SHEET
AO.1
SITE PLAN

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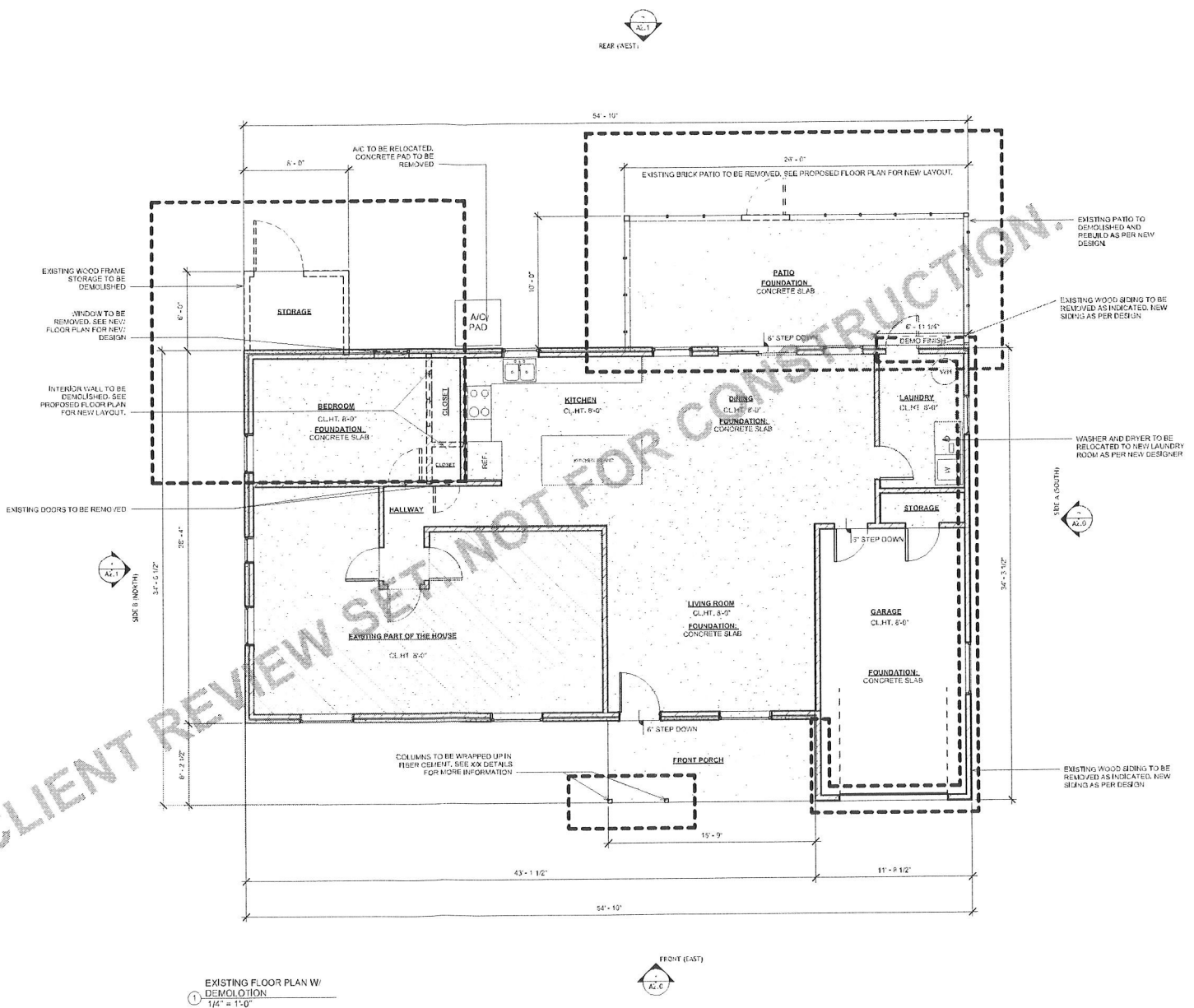
- GENERAL DEMOLITION NOTES**
- REMODELING AND/OR ALTERATIONS OF AN EXISTING BUILDING REQUIRES THAT CERTAIN ASSUMPTIONS BE MADE REGARDING EXISTING CONDITIONS, SOME WHICH MAY NOT BE VERIFIABLE WITH OUT DESTROYING OTHER MEANS, AGENTS OR SERVICES. PORTIONS OF THE BUILDING, THE ENGINEER AND THE ENGINEER'S CONSULTANTS ARE NOT RESPONSIBLE FOR CONDITIONS DISCOVERED DURING CONSTRUCTION THAT DIFFER FROM THOSE INDICATED. THE CONTRACTOR, UPON AWARENESS OF SUCH A DISCOVERY, SHALL IMMEDIATELY NOTIFY THE ENGINEER AND OBTAIN A CLARIFICATION PRIOR TO PROCEEDING WITH THE WORK IN QUESTION.
 - DURING THE DEMOLITION PHASE AND SUBSEQUENT NEW CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ADEQUATE EMERGENCY EGRESS FROM THE BUILDING. AT ALL TIMES, CONTRACTOR MUST MAINTAIN INTERIM LIFE SAFETY MEASURES. PROVIDE REVISED EGRESS MAPS, IF REQUIRED, FROM EMPLOYEES AND/OR SUB-CONTRACTORS ON PROCEEDING LINES THAT ARE AFFECTED, AND MAINTAIN FIRE WATCH WHEN REQUIRED DUE TO SYSTEM OUTAGE.
 - PATCH AND REFINISH DAMAGED AS NECESSARY.
 - ITEMS TO BE RELOCATED OR DEMOLISHED ARE ILLUSTRATED AS DASHED LINES AND ARE NOTED. SEE DEMOLITION NOTES.
 - WHERE DOORS, WALLS AND OTHER STRUCTURES ARE REMOVED, PATCH ADJACENT WALL AND FLOOR SURFACES TO MATCH THE EXISTING MATERIAL.
 - NEATLY CUT OPENINGS AND HOLES PLUMB, SQUARE, AND TRUE TO DIMENSIONS REQUIRED.
 - ITEMS INDICATED TO BE DEMOLISHED SHALL BE DISPOSED OF LEGALLY.

- GENERAL PLAN NOTES**
- VERIFY INTERIOR BEARING WALLS PER TRUSS ENGINEERING.
 - PROVIDE WEATHER PROOF ENCLOSURES AT ALL EXTERIOR LIFE SAFETY OUTLETS.
 - ALL FLOOR FINISHES TO BE DETERMINED BY OWNER AND COORDINATED BY GC.
 - ALL EXTERIOR WINDOWS TO HAVE A HEAD HEIGHT OF 7'-0" A.F.F., UNLESS NOTED OTHERWISE.
 - ALL TRANSITIONS FROM FINISHED FLOOR TO GRADE OR OTHER ON 1ST LEVEL TO ULTIMATELY BE DETERMINED BY BUILDER.
 - BUILDER TO VERIFY MIN. SILL HEIGHT OF 24" A.F.F. AT ALL NEW WINDOWS.
 - BRAND AND STYLE OF WINDOWS AND DOORS TO BE SELECTED BY BUILDER. COORDINATE W/ ENERGY CALCULATIONS.
 - PROVIDE ALL REQUIRED 2X BLOCKING WALLS FOR CABINETS, TVS, SHELVING, ETC.
 - CLOSET SYSTEM OPT. FOR ALL BEDROOMS, PANTRIES, LINENS, ETC. OPEN SHELF AND ROD TO BE PROVIDED AT MINIMUM.
 - TYPICAL BATH NOTES:**

 - A. MIN. 12" VANITIES
 - B. MIN. 36" CLEARANCE FOR WATER CLOSETS.
 - C. MIN. 36"x72" CLEAR FOR 30"x60" TUB/SHWR COMBO.
 - D. OPTIONAL 36"x72" FULL SHOWER W/ FULL HEIGHT TEMPERED GLASS & MIN. 20"x60" GLASS DOOR.
 - ALL EXTERIOR PERIMETER WALLS ARE DRAWN W/ 6" STUDS U.O.N.
 - ALL STANDARD INTERIOR WALLS ARE DRAWN AT 4.5" U.O.N.
 - ALL STANDARD PLUMBING WALLS ARE DRAWN AT 8.5" U.O.N.
 - Ⓔ DENOTES EGRESS WINDOW IS REQUIRED. (E)

THESE RECORD DOCUMENTS HAVE BEEN PREPARED FOR THE PURPOSES OF DOCUMENTING THE EXISTING STRUCTURE INDICATED ON THE COVER SHEET TITLE BLOCK. THESE DOCUMENTS HAVE BEEN PREPARED USING IN-PERSON FIELD VERIFICATION UTILIZING LIDAR LASER TECHNOLOGY. FORTRESS ENGINEERING GROUP LLC ASSUMES NO RESPONSIBILITY FOR ANY WORK OR CHANGES MADE AFTER THE DATE OF THESE RECORD DOCUMENTS OR FOR ANY ITEMS DENOTED ON THESE DOCUMENTS THAT WERE NOT ACCESSIBLE TO BE INSPECTED AT THE TIME THESE RECORD DOCUMENTS WERE PREPARED. THOSE RELYING ON THESE RECORD DOCUMENTS ARE ADVISED TO CONFIRM THAT THESE DOCUMENTS ARE A CURRENT REFLECTION OF THE EXISTING WORK PRIOR TO THE USE OF THIS INFORMATION. NOTIFY ENGINEER OF ANY DISCREPANCIES GREATER THAN 4" PRIOR TO COMMENCEMENT OF ANY NEW WORK.

ALL DIMENSION TO BE VERIFIED BY CONTRACTOR



VERY IMPORTANT FIELD ALTERATION AND PLAN SCALE NOTE: PRIOR TO MAKING ANY FIELD MODIFICATIONS WHICH MAY VARY FROM THE INTENT OF THE ORIGINAL CONSTRUCTION DOCUMENTS, CONTRACTOR SHALL CONTACT FORTRESS ENGINEERING GROUP AT 904.825.7300. DO NOT SCALE DIMENSIONS FROM THESE DRAWINGS. ALL DIMENSIONS SHALL BE APPROVED BY THE ARCHITECT. DESIGNER OR PROJECT CONTRACTOR. ANY FIELD INDISPENSATIONS MADE PRIOR TO BEING APPROVED BY FORTRESS ENGINEERING GROUP AT 904.825.7300. DO NOT SCALE DIMENSIONS FROM THESE DRAWINGS. ALL DIMENSIONS SHALL BE APPROVED BY THE ARCHITECT.

Fortress
ENGINEERING GROUP
6622 SOUTHPOINT DR. SOUTH STE 240
JACKSONVILLE, FL 32216
904-821-7300 FL CA#54117

REVISION	DATE	TYPE

BUILDING ADDITION
FEG 25-227
2056 10TH ST N,
JACKSONVILLE BEACH, FL 32250

DESIGN BY	JM
DRAWN BY	JM
CHECKED BY	CFG

CLAUDIA FERNANDEZ GARCIA
AR 99520

NOT FOR CONSTRUCTION OR PERMITTING. FOR OWNER REVIEW PURPOSES ONLY

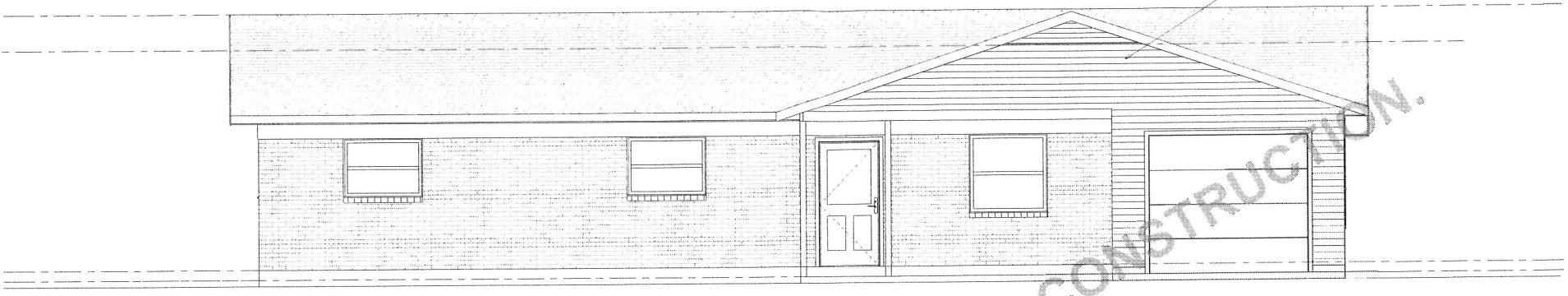
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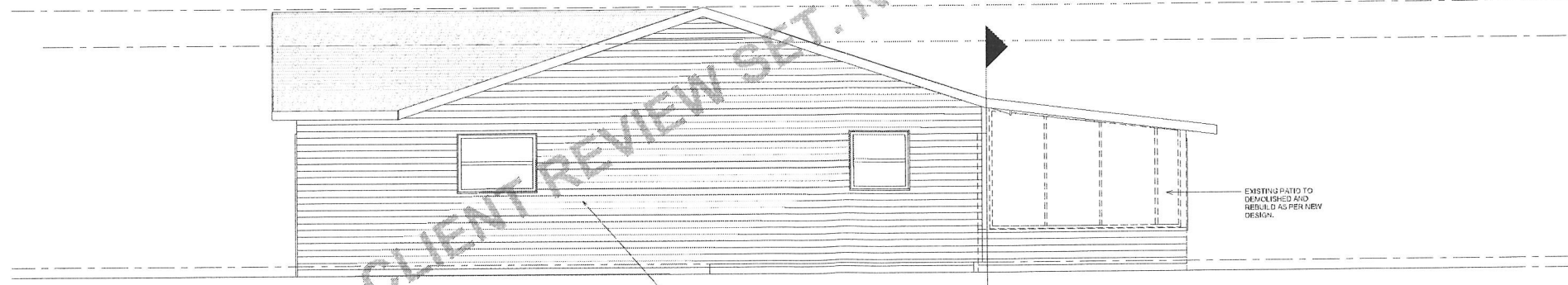
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A1.0
EXISTING FLOOR PLAN W/ DEMOLITION

ALL DIMENSION TO BE VERIFIED BY CONTRACTOR

EXISTING WOOD SIDING TO BE REMOVED AS INDICATED, NEW SIDING AS PER DESIGN



1 FRONT (EAST)
3/8" = 1'-0"



EXISTING PATIO TO BE DEMOLISHED AND REBUILT AS PER NEW DESIGN.

EXISTING WOOD SIDING TO BE REMOVED AS INDICATED, NEW SIDING AS PER DESIGN

2 SIDE A (SOUTH)
3/8" = 1'-0"

CLIENT REVIEW SET. NOT FOR CONSTRUCTION.

VERY IMPORTANT FIELD ALTERATION AND PLAN SCALES NOTE: PRIOR TO MAKING ANY STRUCTURAL FIELD MODIFICATIONS WHICH MAY VARY FROM THE INTENT OF THE ORIGINAL CONSTRUCTION DOCUMENT, CONTRACTORS SHALL CONTACT FORTRESS ENGINEERING GROUP AT 904-821-7300. DO NOT SCALE DIMENSIONS FROM THESE DRAWINGS. ALL DIMENSIONS SHALL BE APPROVED BY THE ARCHITECT, DESIGNER, OR PROJECT CONTRACTOR. **ANY FIELD MODIFICATIONS MADE PRIOR TO BEING APPROVED BY FORTRESS ENGINEERING GROUP AT 904-821-7300. DO NOT SCALE DIMENSIONS FROM THESE DRAWINGS. ALL DIMENSIONS SHALL BE APPROVED BY THE ARCHITECT, DESIGNER, OR PROJECT CONTRACTOR.

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CLAUDIA FERNANDEZ GARCIA
AR 99520

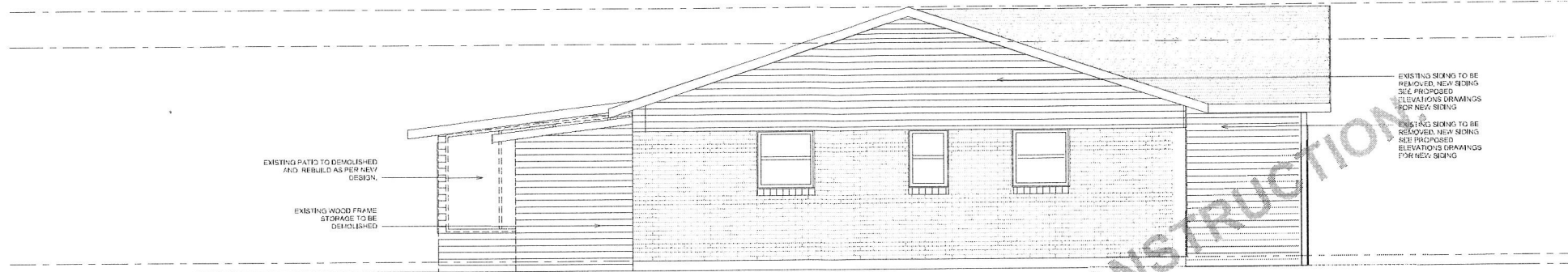
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PRINT DATE
10.15.2025

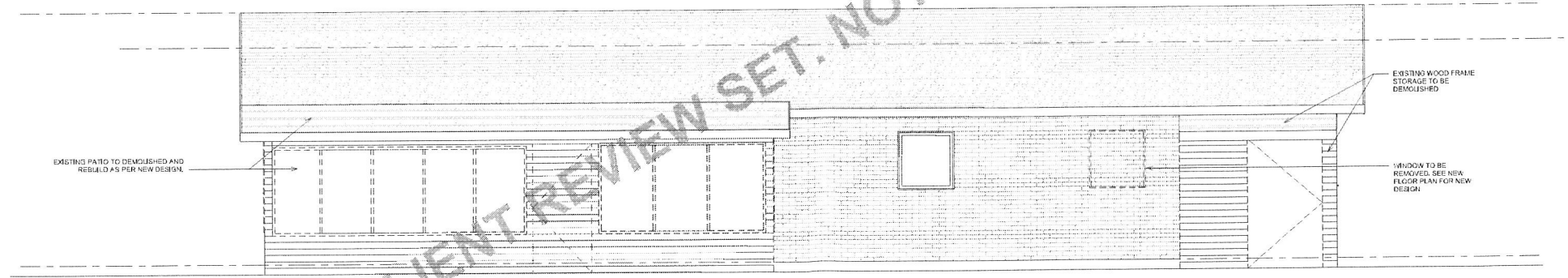
FEG JOB #
FEG25-227

SHEET
A2.0
EXISTING ELEVATIONS W/ DEMOLITION

ALL DIMENSION TO BE VERIFIED BY CONTRACTOR



① SIDE B (NORTH)
3/8" = 1'-0"



② REAR (WEST)
3/8" = 1'-0"

CLIENT REVIEW SET. NOT FOR CONSTRUCTION

VERY IMPORTANT FIELD ALTERATION AND DIMENSIONAL NOTE: REPORT TO MARKING ANY STRUCTURAL FIELD MODIFICATIONS WHICH MAY VARY FROM THE EXTENT OF THE ORIGINAL DESIGN. ANY FIELD WORK FOR ANY REASON MUST BE APPROVED BY THE ARCHITECT. ALL DIMENSIONS SHALL BE APPROVED BY THE ARCHITECT. DESIGNER OR PROJECT CONTRACTOR. ANY FIELD WORK FOR ANY REASON MUST BE APPROVED BY THE ARCHITECT. ALL DIMENSIONS SHALL BE APPROVED BY THE ARCHITECT.

Fortress
ENGINEERING GROUP
6622 SOUTHPOINT DR. SOUTH STE 240
JACKSONVILLE, FL 32216
904-821-7300 FL CA#54117

REVISION	
DATE	TYPE

BUILDING ADDITION
FEG 25-227
2056 10TH ST. N.
JACKSONVILLE BEACH, FL 32250

DESIGN BY	JM
DRAWN BY	JM
CHECKED BY	CFG

CLAUDIA FERNANDEZ GARCIA
AR 99520

NOT FOR CONSTRUCTION OR PERMITTING. FOR OWNER REVIEW PURPOSES ONLY

PRINT DATE
10.13.2025

FEG JOB #
FEG25-227

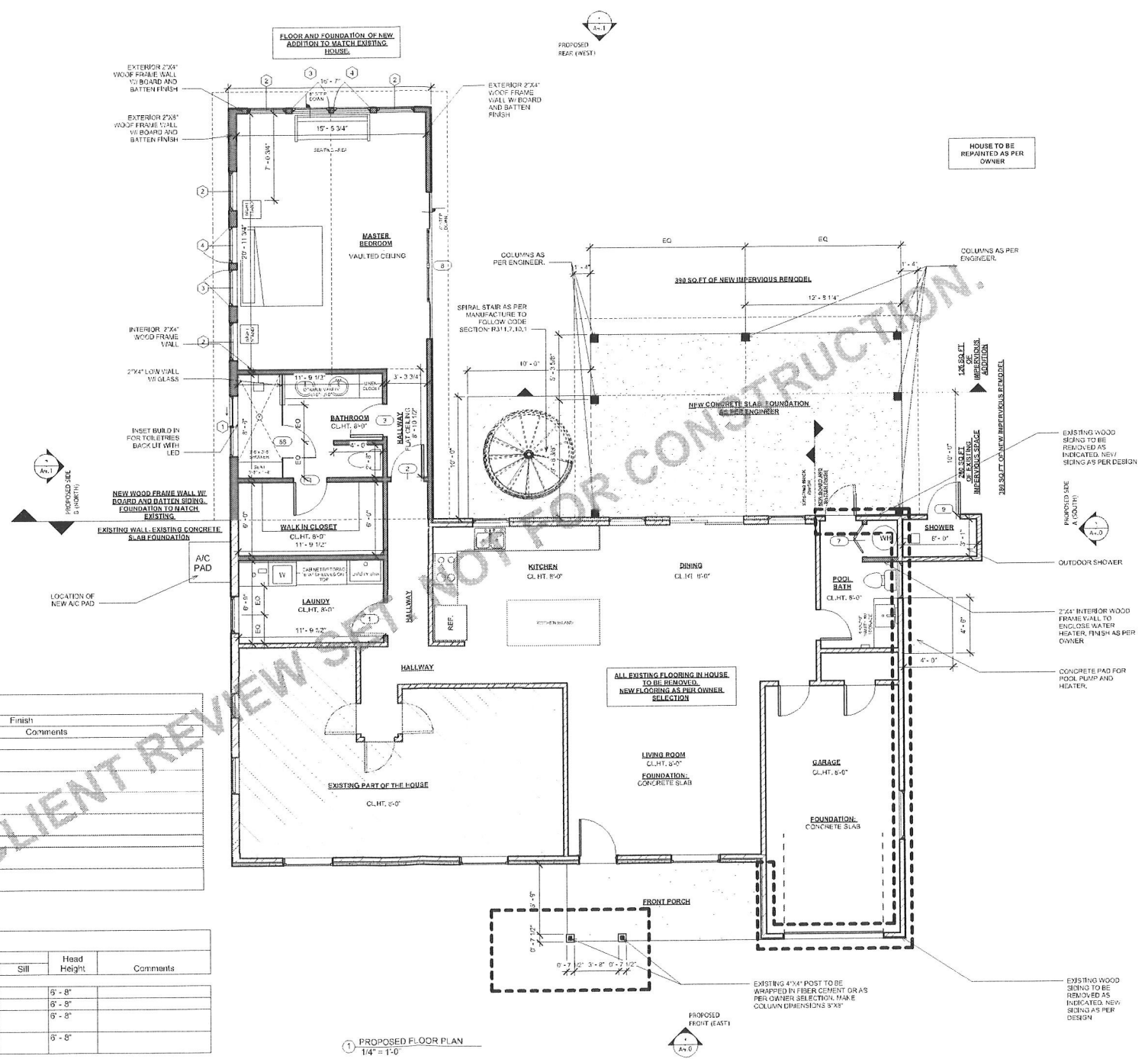
SHEET
A2.1
EXISTING ELEVATIONS W/ DEMOLITION

- GENERAL PLAN NOTES**
- VERIFY INTERIOR BEARING WALLS PER TRUSS ENGINEERING.
 - PROVIDE WEATHER PROOF ENCLOSURES AT ALL EXTERIOR GFI OUTLETS.
 - ALL FLOOR FINISHES TO BE DETERMINED BY OWNER AND COORDINATED W/ GC.
 - ALL EXTERIOR WINDOWS TO HAVE A HEAD HEIGHT OF 7'-0" A.F.F. UNLESS NOTED OTHERWISE.
 - ALL TRANSITIONS FROM FINISHED FLOOR TO GRADE OR OTHER ON 1ST LEVEL TO ULTIMATELY BE DETERMINED BY BUILDER.
 - BUILDER TO VERIFY MIN. SILL HEIGHT OF 24" A.F.F. AT ALL NEW WINDOWS.
 - BRAND AND STYLE OF WINDOWS AND DOORS TO BE SELECTED BY BUILDER - COORDINATE W/ ENERGY CALCULATIONS.
 - PROVIDE ALL REQUIRED 2X BLOCKING IN WALLS FOR CABINETS TVS SHELVS ETC.
 - CLOSET SYSTEM OPT. FOR ALL BEDROOMS, PANTRIES LINENS, ETC. OPEN SHELF AND ROD TO BE PROVIDED AT MINIMUM.
 - TYPICAL BATH NOTES:
 - MIN. 12" VANITIES
 - MIN. 36" CLEARANCE FOR WATER CLOSETS.
 - MIN. 30"x72" CLEAR FOR 30"x60" TUB/SHWR COMBO.
 - OPTIONAL 30"x72" FULL SHOWER/AV FULL HEIGHT TEMPERED GLASS & MIN. 24"x80" GLASS DOOR.
 - ALL EXTERIOR PERIMETER WALLS ARE DRAWN W/ 1/2" STUDS U.O.N.
 - ALL STANDARD INTERIOR WALLS ARE DRAWN AT 4.5" U.O.N.
 - ALL STANDARD PLUMBING WALLS ARE DRAWN AT 6.5" U.O.N.
 - Ⓢ DENOTES EGRESS WINDOWS REQUIRED.

- ALL NEW DOOR AND WINDOWS TO BE IMPACT RATED. FLORIDA PRODUCT APPROVAL TO BE SUBMITTED BY BUILDER OR CONTRACTOR.
- NOTE: INTERIOR WALL FRAMING TO BE MEASURED FROM THE EXTERIOR EDGE OF THE WOOD STUD TO THE CENTERLINE OF THE INTERIOR WALL.
- NOTE: EXTERIOR WALL FRAMING OF NEW ADDITION TO BE MEASURED FROM THE EDGE OF THE EXISTING WALL TO THE EDGE OF THE NEW FRAMING STUD.
- NOTE: WINDOW FRAMING TO BE MEASURED FROM THE EDGE OF THE WALL FRAMING STUD TO THE CENTERLINE OF THE WINDOW.

Door Schedule					
Door Number	Door Type	Door Size	Details		Finish
			Head	Frame	
Comments					
1	Single Hung	2868			
2	Single Hung	2868			
3	Single Hung	2808			
4	Single Hung	2868			
7	Bi-Fold	2868			
8	Sliding Glass	12068			
9	Single Hung	2868			Outdoor Shower Door

Window Schedule							
Type Mark	Rough Opening		Type	Detail			Comments
	Width	Height		Head	Jamb	Sill	
1	5'-0"	2'-0"	Window-Sliding-Double				6'-8"
2	3'-2"	5'-2"	Window-Double-Hung				6'-8"
3	3'-0"	2'-0"	Window-Casement-Single-Right				6'-8"
4	3'-0"	2'-0"	Window-Casement-Single-Left				6'-8"



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

REVISION		
DATE	TYPE	

BUILDING ADDITION
FEG 25-227
2056 10TH ST N,
JACKSONVILLE BEACH, FL 32250

DESIGN BY	JM
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CHECKED BY	CFG

CLAUDIA FERNANDEZ GARCIA
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PRINT DATE
10.13.2023

FEG JOB #
FEGA25-227

SHEET
A3.0
PROPOSED FLOOR PLAN

VERY IMPORTANT FIELD ALTERATION AND DIMENSIONAL NOTE: PRINT TO MAIN AND FIELD INSPECTIONS WHICH MAY VARY FROM THE INTERIOR OR EXTERIOR DIMENSIONS INDICATED. CONTRACTORS SHALL CONTACT FORTRESS ENGINEERING GROUP AT 904-821-7300. DO NOT SCALE DIMENSIONS FROM THESE DRAWINGS. ALL DIMENSIONS SHALL BE APPROVED BY THE ARCHITECT. DESIGNER OR PRODUCT CONTRACTOR. ANY FIELD DIMENSIONS MUST BE FIRST APPROVED BY FORTRESS SUBJECT TO ADDITIONAL DESIGNER INSPECTION AND FIELD.

GENERAL PLAN NOTES

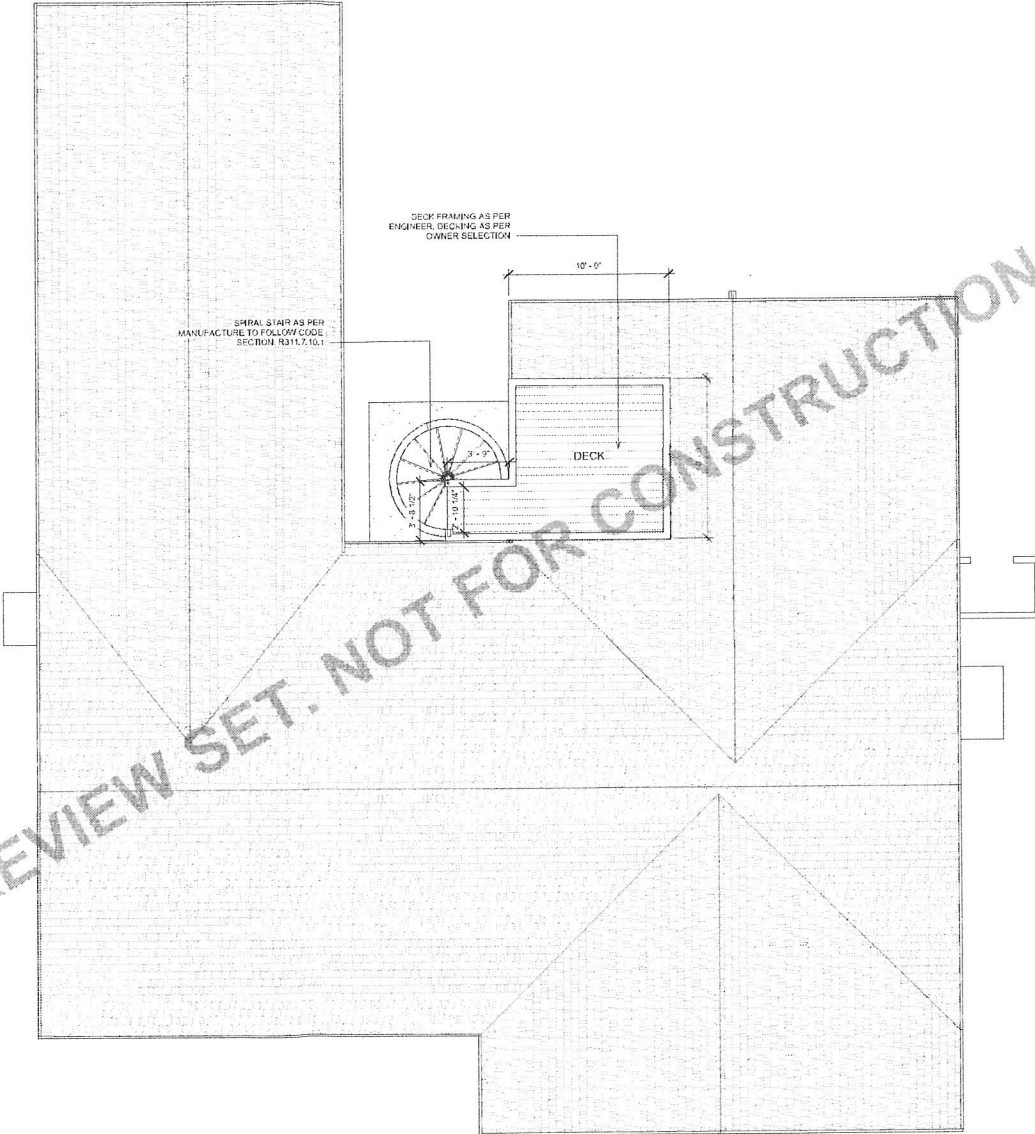
1. VERIFY INTERIOR BEARING WALLS PER TRUSS ENGINEERING.
2. PROVIDE WEATHER PROOF ENCLOSURES AT ALL EXTERIOR GFI/D OUTLETS.
3. ALL FLOOR FINISHES TO BE DETERMINED BY OWNER AND COORDINATED W/ G.C.
4. ALL EXTERIOR WINDOWS TO HAVE A HEAD HEIGHT OF 7'-0" A.F.F. UNLESS NOTED OTHERWISE.
5. ALL TRANSITIONS FROM FINISHED FLOOR TO GRADE OR OTHER DN 1ST LEVEL TO ULTIMATELY BE DETERMINED BY BUILDER.
6. BUILDER TO VERIFY MIN. SILL HEIGHT OF 2" A.F.F. AT ALL NEW WINDOWS.
7. BRAND AND STYLE OF WINDOWS AND DOORS TO BE SELECTED BY BUILDER - COORDINATE W/ ENERGY CALCULATIONS.
8. PROVIDE ALL REQUIRED 2X BLOCKING IN WALLS FOR CABINETS, TV'S, SHELVING, ETC.
9. CLOSET SYSTEM OPT. FOR ALL BEDROOMS, PANTRY'S, LINENS, ETC., OPEN SHELF AND ROD TO BE PROVIDED AT MINIMUM.
10. TYPICAL BATH NOTES:
 - A. MIN. 12" VANITIES
 - B. MIN. 36" CLEARANCE FOR WATER CLOSETS.
 - C. MIN. 30" X 12" CLEAR FOR 30" X 60" TUB/SHWR COMBO.
 - D. OPTIONAL, 30" X 72" FULL SHOWER OR FULL HEIGHT TEMPERED GLASS & MIN. 24" X 87" GLASS DOOR.
11. ALL EXTERIOR PERIMETER WALLS ARE DRAWN W/ 6" STUDS U.O.N.
ALL STANDARD INTERIOR WALLS ARE DRAWN AT 4.5" U.O.N.
ALL STANDARD PLUMBING WALLS ARE DRAWN AT 6.5" U.O.N.
12. DENOTES EGRESS WINDOWS REQUIRED. 

ALL NEW DOOR AND WINDOWS TO BE IMPACT RATED. FLORIDA PRODUCT APPROVAL TO BE SUBMITTED BY BUILDER OR CONTRACTOR.

NOTE: INTERIOR WALL FRAMING TO BE MEASURED FROM THE EXTERIOR EDGE OF THE WOOD STUD TO THE CENTERLINE OF THE INTERIOR WALL.

NOTE: EXTERIOR WALL FRAMING OF NEW ADDITION TO BE MEASURED FROM THE EDGE OF THE EXISTING WALL TO THE EDGE OF THE NEW FRAMING STUD.

NOTE: WINDOW FRAMING TO BE MEASURED FROM THE EDGE OF THE WALL FRAMING STUD TO THE CENTERLINE OF THE WINDOW.



VERY IMPORTANT FIELD ALLEGATION AND DEAN SCAMING NOTE: PRINT TO MARKING AND STRUCTURAL FIELD MODIFIED FOR DEAN SCAMING. ANY WORK NOT IN BLUE IS ORIGINAL. CONTRACTORS SHALL CONTACT FORTRESS ENGINEERING GROUP AT 904-821-7300. DO NOT SCALE DIMENSIONS FROM THESE DRAWINGS. ALL DIMENSIONS SHALL BE APPROVED BY THE ARCHITECT. CONTRACTOR SHALL CONTACT FORTRESS ENGINEERING GROUP AT 904-821-7300. DO NOT SCALE DIMENSIONS FROM THESE DRAWINGS. ALL DIMENSIONS SHALL BE APPROVED BY THE ARCHITECT.



REVISION		
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BUILDING ADDITION
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 2056 10TH ST. N,
 JACKSONVILLE BEACH, FL 32250

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CHECKED BY	CFG

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FEG JOB #
FEG25-227

SHEET
A3.1
SECOND FLOOR DECK

REVISION		
DATE	TYPE	

BUILDING ADDITION
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2056 10TH ST N,
JACKSONVILLE BEACH, FL 32250

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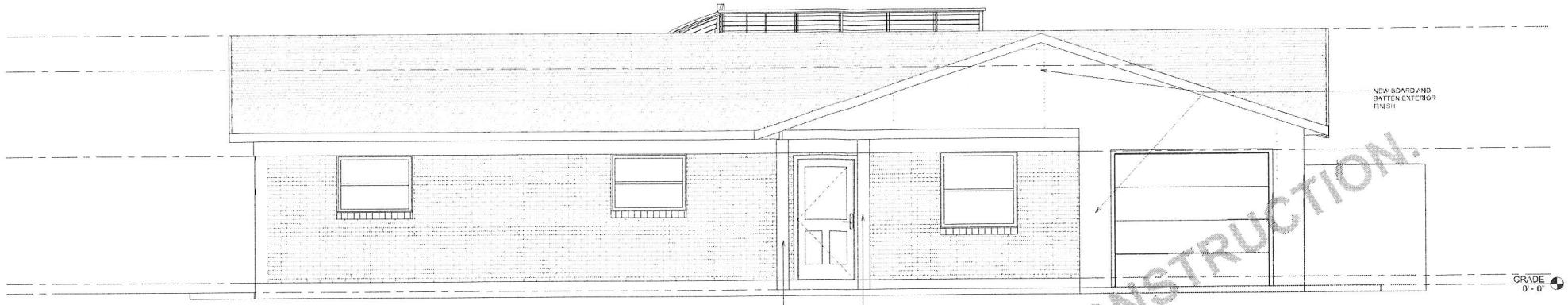
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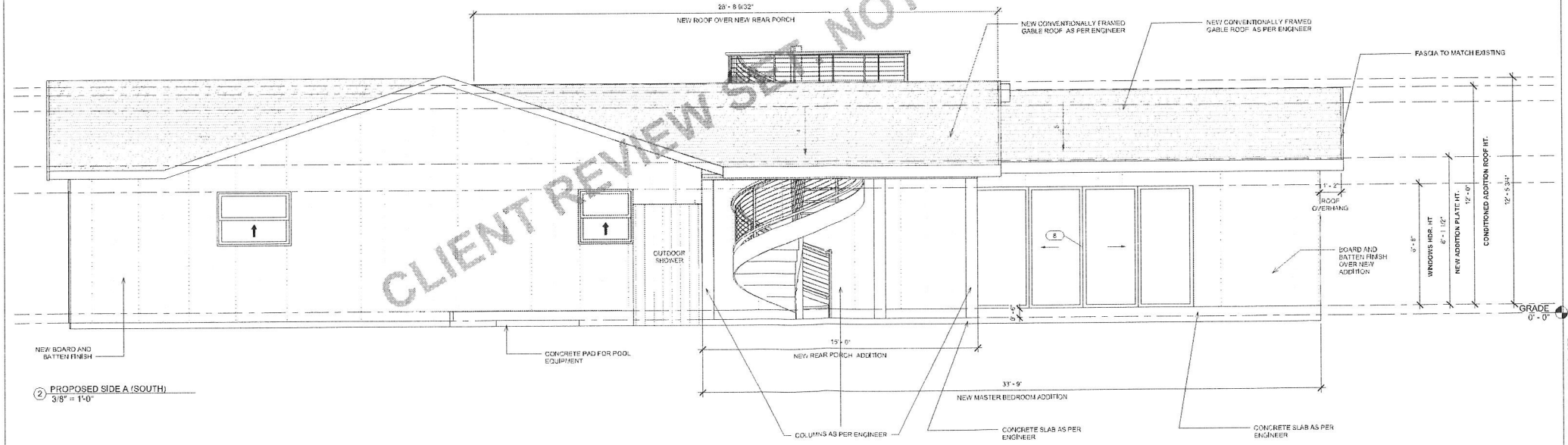
SHEET
A4.0
PROPOSED ELEVATIONS

VERY IMPORTANT: FIELD ALTERATION AND PLAN SCALING NOTE: CONTRACTOR SHALL VERIFY FROM THE ORIGINAL CONSTRUCTION DOCUMENTS. CONTRACTOR SHALL CONTACT FORTRESS ENGINEERING GROUP AT 904-821-7300. DO NOT SCALE DIMENSIONS FROM THESE DRAWINGS. ALL DIMENSIONS SHALL BE APPROVED BY THE ARCHITECT. PRINT TO MARK ANY STRUCTURAL FIELD ADJUSTMENTS WHICH MAY VARY FROM THE ORIGINAL CONSTRUCTION DOCUMENTS. CONTRACTOR SHALL VERIFY FROM THE ORIGINAL CONSTRUCTION DOCUMENTS. CONTRACTOR SHALL CONTACT FORTRESS ENGINEERING GROUP AT 904-821-7300. DO NOT SCALE DIMENSIONS FROM THESE DRAWINGS. ALL DIMENSIONS SHALL BE APPROVED BY THE ARCHITECT. DESIGNER OR PROJECT CONTRACTOR. ANY FIELD ADJUSTMENTS MADE PRIOR TO BEING APPROVED BY THE ARCHITECT SHALL BE SUBJECT TO THE ARCHITECT'S DESIGN & DISCRETION AND SHALL BE SUBJECT TO THE ARCHITECT'S DESIGN & DISCRETION AND SHALL BE SUBJECT TO THE ARCHITECT'S DESIGN & DISCRETION AND SHALL BE SUBJECT TO THE ARCHITECT'S DESIGN & DISCRETION.



1 PROPOSED FRONT (EAST)
3/8" = 1'-0"

COLUMNS TO BE WRAPPED UP IN FIBER CEMENT FINISHED COLUMN DIMENSION TO BE 6"x6" SEE XX DETAILS FOR MORE INFORMATION



2 PROPOSED SIDE A (SOUTH)
3/8" = 1'-0"

CLIENT REVIEW SET NOT FOR CONSTRUCTION

REVISION		
DATE	TYPE	

BUILDING ADDITION
FEG25-227
2056 10TH ST N,
JACKSONVILLE BEACH, FL 32250

DESIGN BY	JM
DRAWN BY	JM
CHECKED BY	CFG

CLAUDIA
FERNANDEZ GARCIA
AR 99520

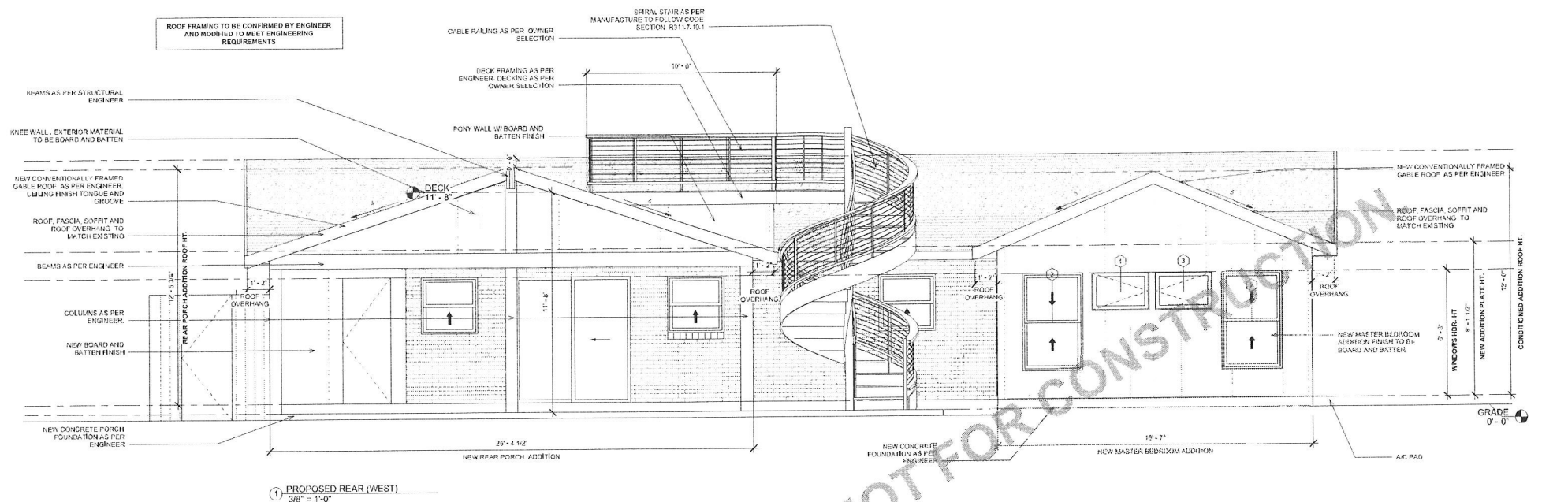
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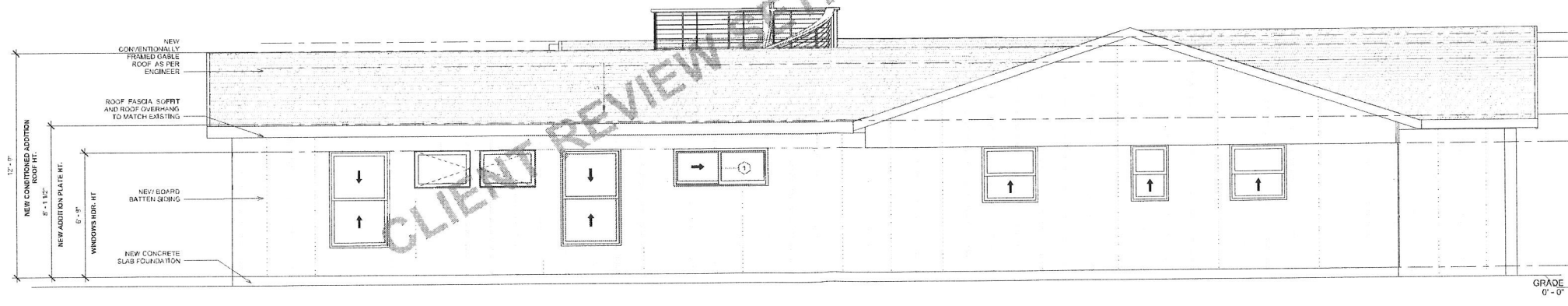
FEG JOB #
FEG25-227

SHEET
A4.1
PROPOSED
ELEVATIONS

VERY IMPORTANT FIELD ALTERATION AND PLAN SCALING NOTE: THE ORIGINAL CONTRACT DRAWINGS FOR THIS PROJECT WERE PREPARED BY CONTACT ENGINEERING GROUP AT 964-621-2800. DO NOT SCALE DIMENSIONS FROM THESE DRAWINGS. ALL DIMENSIONS SHALL BE APPROVED BY THE ARCHITECT. PRINT TO MATCH ANY STRUCTURAL FIELD MODIFICATIONS WHICH MAY VARY FROM THE INTENT OF THE ORIGINAL CONTRACT DRAWINGS. ANY FIELD WORK FOR THIS PROJECT SHALL BE APPROVED BY THE ARCHITECT. ADDITIONAL DESIGN, INSPECTING AND FIELD NOTES SHALL BE PROVIDED BY THE ARCHITECT. ANY FIELD WORK FOR THIS PROJECT SHALL BE APPROVED BY THE ARCHITECT.



1 PROPOSED REAR (WEST)
3/8" = 1'-0"



2 PROPOSED SIDE B (NORTH)
3/8" = 1'-0"

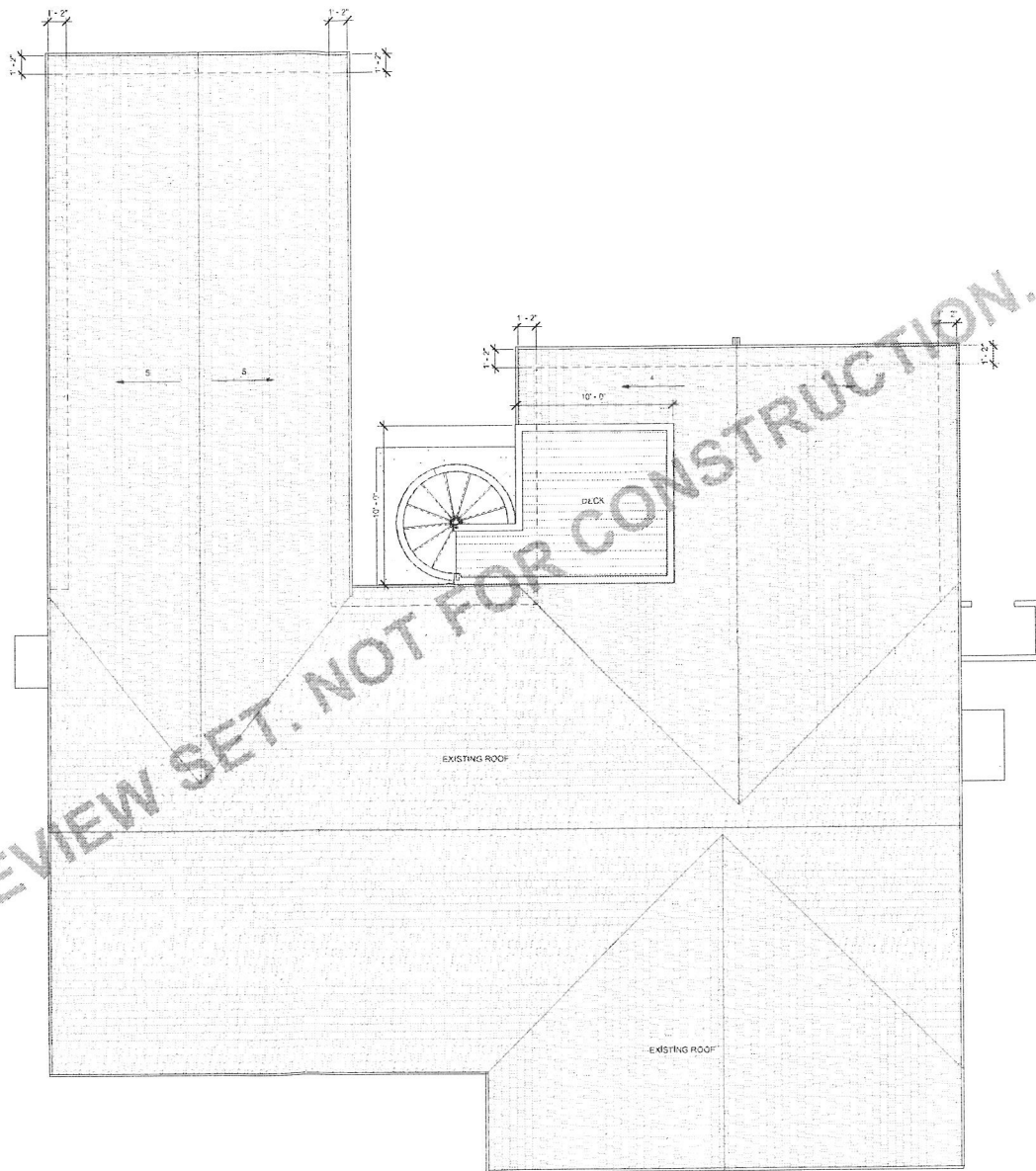
ROOF VENT CALCULATIONS (1:300 RULE)			
LOCATION	LOWER ROOF	UPPER ROOF	
AREA	FR SUIT (SEE PROJECT ROOF NOTE #)	N ^o	
NFA REQ'D	283 300 = 2.96 SF (86.6IN ²) OF N.F.A. REQUIRED SPLIT EVENLY BETWEEN SOFFIT & UPPER ROOF MEANS (94.2 EA.)	NA	NA
ON RIDGE	NOT APPLICABLE - T.B.D. BY G.C.	NOT APPLICABLE - T.B.D. BY G.C.	
ON HP	NOT APPLICABLE - T.B.D. BY G.C.	NOT APPLICABLE - T.B.D. BY G.C.	
OFF RIDGE	NOT APPLICABLE - T.B.D. BY G.C.	NOT APPLICABLE - T.B.D. BY G.C.	

NOTES:

- SOFFIT VENT TYPE TO BE DETERMINED BY G.C.
- THE CALCULATIONS AND VENT LOCATIONS INDICATED ON THESE PLANS ARE FOR REFERENCE ONLY. RIDGE VENTS ARE CALCULATED AT 1 SQ. IN. PER SQ. FT. OF N.F.A. OR VENTS ARE CALCULATED AT 40 SQ. IN. OF N.F.A. IT IS THE RESPONSIBILITY OF THE G.C. TO COORDINATE VENTILATION TO BE INSTALLED WITH MANUFACTURER AND PROVIDE ALL NECESSARY VENTILATION AT ROOF AS PER THE FLORIDA BUILDING CODE.
- PROVIDED ROOF EXHAUST N.F.A. SHALL NOT EXCEED THE PROVIDED INTAKE SOFFIT N.F.A. INTAKE SOFFIT SHALL BE EQUAL TO OR GREATER THAN EXHAUST N.F.A.
- 1" FULLY VENTED VINYL SOFFIT PROVIDES APPROX. 9 SQ. IN. PER SQ. FT. OF NET FREE AREA
- 12" FULLY VENTED SCREEN SOFFIT PROVIDES APPROX. 6 SQ. IN. PER SQ. FT. OF NET FREE AREA

* N.F.A. = NET FREE AREA
 * R.V. = RIDGE VENT
 * S.N.V. = SOFFIT RIDGE VENT
 * L.F.R. = LINEAR FEET OF RIDGE

GENERAL ROOF NOTES	
1. THE BIDDING PLANS' GENERAL NATURE AND SCOPE SHALL BE THE BASIS FOR THE CONTRACTOR'S OBLIGATION TO THE PROJECT AT THE TIME THE CONTRACT IS SIGNED. ANY CHANGES TO THE CONTRACT SHALL BE MADE BY THE ARCHITECT AND/OR OWNER'S REPRESENTATIVE PRIOR TO THE COMMENCEMENT OF WORK.	6. OWNER SHALL PROVIDE ALL DRAINAGE GUTTERS & DOWNSPUTS TO BE INSTALLED AS SHOWN ON THESE PLANS.
2. GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROVISION OF ALL AC DUCTS, CONDENSATE PANS, TRUSSES, GABLE TRAP UPDRAWS & SMOKE CHIMNEYS.	7. ROOFING MATERIALS TO BE SELECTED BY OWNER OR OWNER'S REPRESENTATIVE.
3. GENERAL CONTRACTOR AND TRUSS MANUFACTURER TO COORDINATE ALIGNMENT OF TRUSSES. IF ANY DISCREPANCIES CONTACT THE OWNER AND/OR ARCHITECT PRIOR TO FABRICATION OF TRUSSES.	8. METAL FLASHING TO BE 28 GA. 0-90 GALVANIZED UNLESS NOTED OTHERWISE.
4. FUR SYSTEMS TO BE AS INDICATED ON THIS SHEET AND PER THE MANUFACTURER'S INSTRUCTIONS.	9. UNDERLAYMENT TO BE ASKED BY OWNER'S REPRESENTATIVE TO THE TRUSS MANUFACTURER TO BE USED FOR ALL ROOF JOISTS OR GABLE TRUSS JOISTS.
	10. ALL ROOFING TO BE NOTED ON THESE PLANS UNLESS NOTED OTHERWISE.
	11. ALL ROOFING TO BE NOTED ON THESE PLANS UNLESS NOTED OTHERWISE.



1 ROOF PLAN
1/4" = 1'-0"

VERY IMPORTANT FIELD ALTERATION AND CHANGE LOGS MUST BE PRINTED AND SUBMITTED TO THE ARCHITECT AND/OR OWNER PRIOR TO CONSTRUCTION. ANY FIELD WORK MUST BE APPROVED BY THE ARCHITECT AND/OR OWNER PRIOR TO CONSTRUCTION. ALL DIMENSIONS SHALL BE APPROVED BY THE ARCHITECT.

Fortress
ENGINEERING GROUP
6622 SOUTHPOINT DR. SOUTH STE 240
JACKSONVILLE, FL 32216
904-921-7300 FL CA#34117

REVISION		
DATE	TYPE	

BUILDING ADDITION
FEG 25-227
 2056 10TH ST. N.
 JACKSONVILLE BEACH, FL 32250

DESIGN BY	JM
DRAWN BY	JM
CHECKED BY	CFG

CLAUDIA FERNANDEZ GARCIA
AR 99520

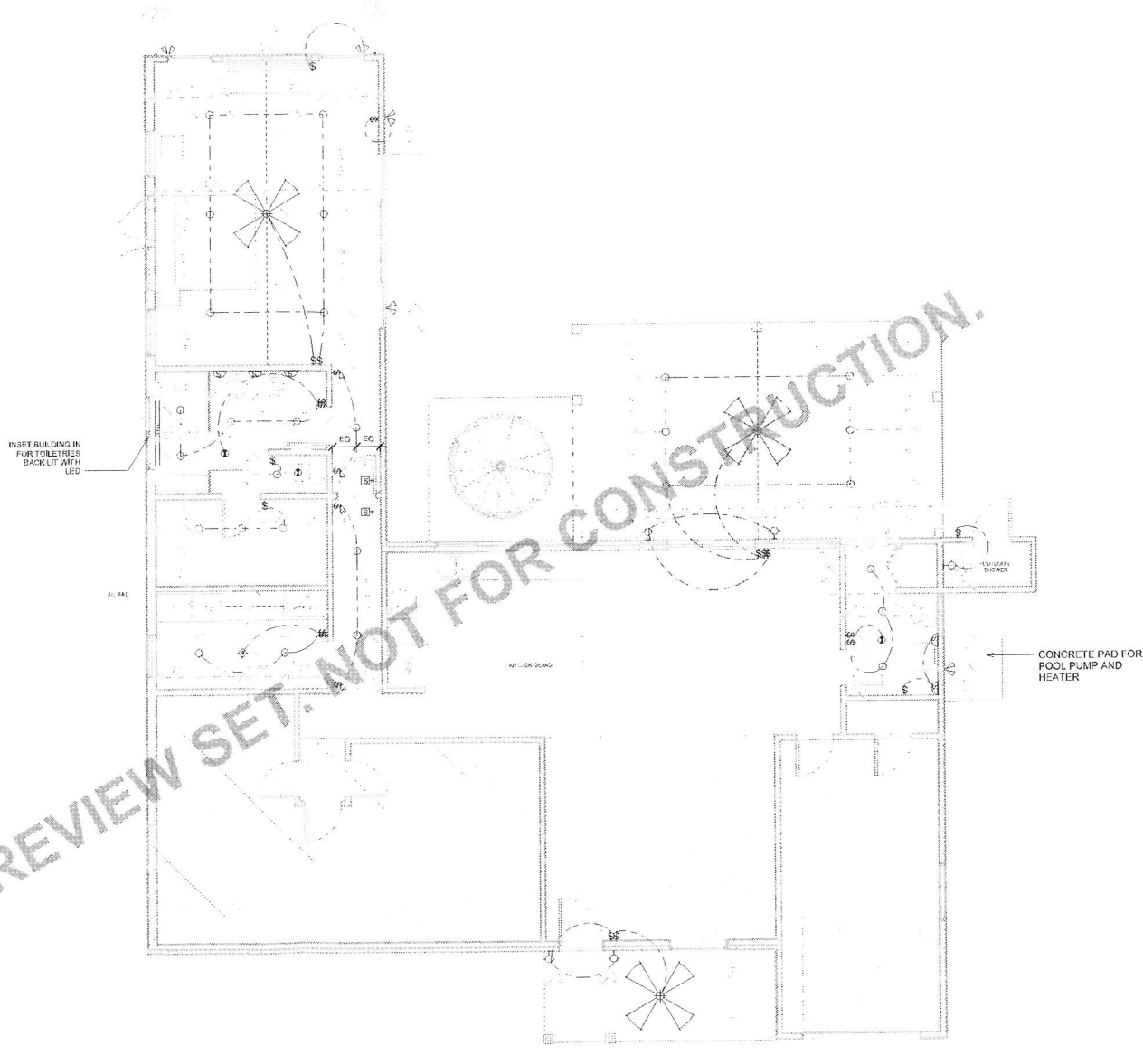
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FEG JOB #
FEG25-227

SHEET
A5.0
 ROOF PLAN, NOTES, & DETAILS

ELECTRICAL LEGEND			
⊕	2-WAY SWITCH	⊕	PENDANT LIGHT
⊕ ₃	3-WAY SWITCH	⊕	WALL SCONCE LIGHT FIXTURE
⊕ ₄	4-WAY SWITCH	⊕	PUSH BUTTON
⊕ ₅	DIMMER SWITCH	⊕	TELEPHONE OUTLET
⊕ ₆	JAMB SWITCH	⊕	FLOOR MOUNTED TELEPHONE OUTLET
⊕ ₇	110V DUPLEX OUTLET	⊕	CABLE T.V. OUTLET
⊕ ₈	110V DUPLEX OUTLET ONE-SIDE SWITCHED	⊕	FLOOR MOUNTED COMPUTER OUTLET
⊕ ₉	220V OUTLET	⊕	COMPUTER OUTLET
⊕ ₁₀	FLOOR OUTLET	⊕	SMOKE / CARBON MONOXIDE DETECTOR COMBO
⊕ ₁₁	110V DUPLEX OUTLET GROUND FAULT INTERRUPTER	⊕	EXHAUST FAN
⊕ ₁₂	NUMBER INDICATES HEIGHT A.F.F.	⊕	EXHAUST FAN WITH LIGHT
⊕ ₁₃	WEATHER PROOF OUTLET	⊕	FLOOD LIGHT
⊕ ₁₄	GARAGE DOOR OPENER	⊕	PGDL CONTROL
⊕ ₁₅	JUNCTION BOX	⊕	SPRINKLER SYSTEM CONTROL
⊕ ₁₆	CEILING MOUNTED LIGHT FIXTURE	⊕	ROPE LIGHT
⊕ ₁₇	WALL MOUNTED LIGHT FIXTURE	⊕	UNDER CABINET LIGHTING
⊕ ₁₈	RECESSED CEILING LIGHT	⊕	FLUORESCENT LIGHT FIXTURE
⊕ ₁₉	RECESSED EYEBALL LIGHT	⊕	2x4 FLUORESCENT LIGHT FIXTURE
⊕ ₂₀	RECESSED WALL WASHER	⊕	PANEL
⊕ ₂₁	CHANGELIER	⊕	SUB-PANEL
⊕ ₂₂	RECESSED CEILING LIGHT - MOISTURE PROOF	⊕	CEILING FAN
⊕ ₂₃	SURFACE MOUNTED LOW VOLTAGE LIGHT FIXTURE	⊕	CEILING FAN W/ LIGHT
⊕ ₂₄	RECESSED LOW VOLTAGE LIGHT FIXTURE	⊕	LED LIGHT STRIP



1 ELECTRICAL PLAN Copy 1
1/4" = 1'-0"

VERTICAL FIELD ALTERATION AND PLAN SCALING NOTE: PRIOR TO MAKING ANY STRUCTURAL FIELD MODIFICATIONS, CONTACT THE ORIGINAL DESIGNER FOR APPROVAL. ANY FIELD WORK FOR THIS PROJECT IS SUBJECT TO ADDITIONAL DESIGN, INSPECTIONS AND FEES.

REVISION		
DATE	TYPE	

BUILDING ADDITION
FEG 25-227
 2056 10TH ST N,
 JACKSONVILLE BEACH, FL 32250

DESIGN BY	JM
DRAWN BY	JM
CHECKED BY	CFG

CLAUDIA
 FERNANDEZ GARCIA
 AR 99520

NOT FOR
 CONSTRUCTION OR
 OWNER REVIEW
 PURPOSES ONLY

PRINT DATE
 10.15.2025

FEG JOB #
 FEGA25-227

SHEET
E1.1
 REFLECTED CEILING
 PLAN


Fortress
 ENGINEERING GROUP
 6622 SOUTHPOINT DR. SOUTH STE 240
 JACKSONVILLE, FL 32216
 904-821-7300 FL CA#34117



BOARD OF ADJUSTMENT AGENDA ITEM	
TO:	Board of Adjustment Members
FROM:	Department of Planning & Development
DATE:	01/14/2026
SUBJECT:	BOA #25-100098 Staff Report

The following information is provided for your consideration for the following agenda item for the upcoming Wednesday, January 21, 2026 Board of Adjustment Meeting.

BOA #25-100098

ZONING: RS-1
 RE NO.: 180690-0000
 LEGAL: Lot 14 & 15, Block 24, *Atlantic Shores Unit NO. 1 replat*
 ADDRESS: 2804 S 2nd St

REQUEST:

Section(s): 34-611(e)(1)(c)(2), for a northerly side yard setback of 7.3 feet in lieu of 10 feet, 34-611(e)(1)(c)(2), for a southernly side yard setback of 5 feet in lieu of 10 feet, and 34-611(e)(1)(e), for maximum lot coverage for primary structure and required driveway of 38.5% in lieu of 35%, for construction of a new single-family home, located at **property addressed** 2804 S 2nd St **RE#** 180690-0000, **legally described as** Lot 14 & 15, Block 24, *Atlantic Shores Unit NO. 1 replat*

EXISTING CONDITIONS:

The subject property consists of a platted lot of record, (circa 1930), located in the Low Density Residential future land use category. The property is currently zoned Residential, single-family: RS-1. The lot measures 45 feet wide by 149 feet deep with a total lot area of 6,805 square feet. The parcel currently contains a three-story single-family home. The subject property is a substandard residential lot, measuring 6,805 square feet, where a minimum of 9,000 square feet is required by code. Additionally, the lot is only 49 feet in width its entire length, and not the minimum 90 feet required for RS-1. Due to the limited lot size and setback requirements, the ability to construct a new building in compliance with current setback requirements is limited.

The applicant seeks relief from a northerly side yard setback of 7.3 feet in lieu of 10 feet, for a southern side yard setback of 5 feet in lieu of 10 feet, and for maximum lot coverage for the primary structure and required driveway of 38.5% in lieu of 35%, for construction of a new single-family home. The current structure is nonconforming in side yard setbacks, with the northern side yard of 9.3 feet and the southern side yard of 5 feet. Prior to March 2025, the RS-1 zoning district was permitted 35% maximum lot coverage. After updating the land development code, residents must provide 35% for the primary structure and required driveway and 15% for remaining structures totaling to 50%. The applicant is expanding the new dwelling and concrete drive/walkway. Additionally, the lot was platted prior to the current Land Development Code and the nonconforming conditions were inherited by the applicant upon purchase. The applicant cannot make any improvements to the existing structure in a logical fashion, based on the layout of the current structure.

AGENDA ITEM:	C.
MEETING DATE:	January 21, 2026



Staff finds that the lot is both substandard in width, at 49 feet, and the lot area, at 6,805 square feet. These circumstances are unique to the parcel and not generally applicable to other properties in the RS-1 zoning district. The conditions are not the result of the applicant's actions. The subject property was platted in 1930, and the lot's size and layout contribute to the hardship. A new single-family home is the most compatible use. Additionally, the proposed new home has all the amenities that will bring the home more into compliance with the RS-1 requirements. It will ensure the preservation of the character of the existing neighborhood.

There are no previous BOA Cases for the subject property.

STAFF ANALYSIS:

The subject property is substandard in total lot area, as it measures 6,805 square feet in total, rather than the 9,000 square feet minimum requirement in the RS-1 zoning district. Additionally, the lot is substandard in width, creating an additional hardship in meeting the required setbacks. A variance to allow the proposed new dwelling is a reasonable request, as the applicant cannot construct the proposed project without encroaching on the setbacks. There are unique conditions due to a substandard lot in both width and total lot area. Strict enforcement of the setbacks would deprive the applicant of the opportunity to construct additions and a pool that are commonly enjoyed by other homeowners, creating an unnecessary hardship. The applicant proposes to construct a new single-family home that exceeds current side yard setback requirements on both the northerly and southerly sides of the property and marginally exceeds the maximum permitted lot coverage. The reduced side yard setbacks and increased lot coverage are the result of the lot's dimensional constraints and the need to accommodate a functional building footprint, required off-street parking, and driveway access while maintaining compliance with building code and floodplain requirements. The requested encroachments are modest in nature and are limited to what is necessary to allow reasonable residential development of the property.

Granting the variance does not confer special privileges, but instead allows the property owner to redevelop the lot with a new single-family home. The requested variances are necessary to enable the reasonable use of the property for residential purposes. The applicant worked with licensed Architects to configure a site plan that maintains consistency among neighboring properties that is essential in preserving the character of the community. Staff finds that the requested variances are minor, proportional, and represent the minimum relief necessary to allow reasonable use of the property. The proposal is consistent with the intent of the Jacksonville Beach Land Development Code and maintains the character of the surrounding residential neighborhood.

MINIMUM DIMENSIONAL STANDARDS:

Residential, single-family: RS-1

Minimum lot area: 9,000 square feet.

Minimum lot width: 90 feet at the building line and a minimum of 35 feet at the street.

Minimum yards:

Front yard: 25 feet.

Side yard: 10 feet on each side except when the lot is a corner lot. For a corner lot, the side yard on the corner shall be 20 percent of the lot width or 10 feet, whichever is greater, except the side yard is never required to exceed 20 feet.

Rear yard: 30 feet for primary structure and 20 feet for unenclosed covered patios and enclosed



screen rooms.

Minimum floor area: A single-family dwelling unit shall contain a minimum of 1,400 square feet of conditioned living area and a 1-car garage. The garage shall not be included as part of the single-family dwelling unit's minimum square footage.

Maximum lot coverage for primary structure and required driveway: 35 percent.

Maximum Impervious Surface: 50 percent.

Maximum height: 35 feet.

Accessory structures: All accessory structures shall only be located in a side or rear yard (not forward of the dwelling along any street frontage) and set back a minimum of five (5) feet from any property line or principal or accessory structures.

REVIEW OF CRITERIA:

1. There are conditions or circumstances that exist which prevent compliance with site design and development standards, or which are unique to the parcel of land, building or structure.

Staff finds there **are** conditions that prevent compliance with site design and development standards or are unique to the parcel of land, building or structure. As noted above, the lot is nonconforming in area and with, and thus also narrower than needed for a lot of 90 feet in width. The nature of the historically platted lot of record is the reason for the request and is a true hardship to compliance with the code.

2. The conditions or circumstances do not result from actions of the application and would not be considered a self-imposed hardship.

Staff finds that circumstances **are not** a result of actions of the applicant. The conditions are not the result of the applicant's actions. The configuration of the existing parcel and the applicable code requirements predate the current proposal. The hardship arises from the physical configuration of the lot. And is not from any subdivision, modification, or other voluntary act of the applicant.

3. There would be no special privileges afforded to the applicant by granting a variance that is not available to other parcels of land, building or structures with similar conditions or circumstances.

Staff finds that special privileges **will not** be afforded to the applicant by granting a variance. Granting the requested variances will not confer special privileges to the applicant. The relief requested is the minimum necessary to allow the new dwelling. Other similarly constrained properties may seek comparable relief, and approval here does not create an advantage unavailable to others in like circumstances.

4. Strict interpretation and enforcement of the code would deprive the applicant of rights commonly enjoyed by other parcels of land and would provide an unnecessary and undue hardship.

Staff finds that interpretation and enforcement of the code **would** deprive the applicant of rights enjoyed by other parcels of land. Strict enforcement of the current LDC would prohibit the applicant from making reasonable improvements to their parcel. This would deprive the applicant of opportunities commonly enjoyed by other residential property owners, creating an unnecessary and undue hardship.

5. The variance(s) requested, if granted, will make possible a reasonable use of the parcel of land, building, or structure.

Staff finds that the variance(s) requested **are** necessary to make possible a reasonable use of the parcel of land, building, or structure. The requested variances are necessary to allow the applicant to make a reasonable residential use of the property. Without relief, the ability to improve the parcel would be severely limited, which is inconsistent with the intended use and enjoyment of single-family residential properties in the district.

6. The variance(s) request, if granted, will not result in the creation of a public nuisance.

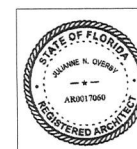
Staff finds that the variance(s) **will not** result in the creation of a public nuisance. The requested variances will not create a public nuisance. The proposed encroachments are minimal in scale, will remain compatible with the surrounding neighborhood, and do not create issues of safety, visibility, traffic, or noise. The proposed improvements will continue to comply with applicable building and safety codes.

STAFF RECOMMENDATION:

Per Section 34-572 of the Land Development Code, and based on the provided application and analysis stated in this report, the Planning and Development Department recommends **Approval** of **BOA#25-100098**.

ATTACHMENTS:

1. 25-100098pics
2. BOA#25-100098 Application



BOYD RESIDENCE
2804 2ND STREET S,
JACKSONVILLE BEACH, FL 32250

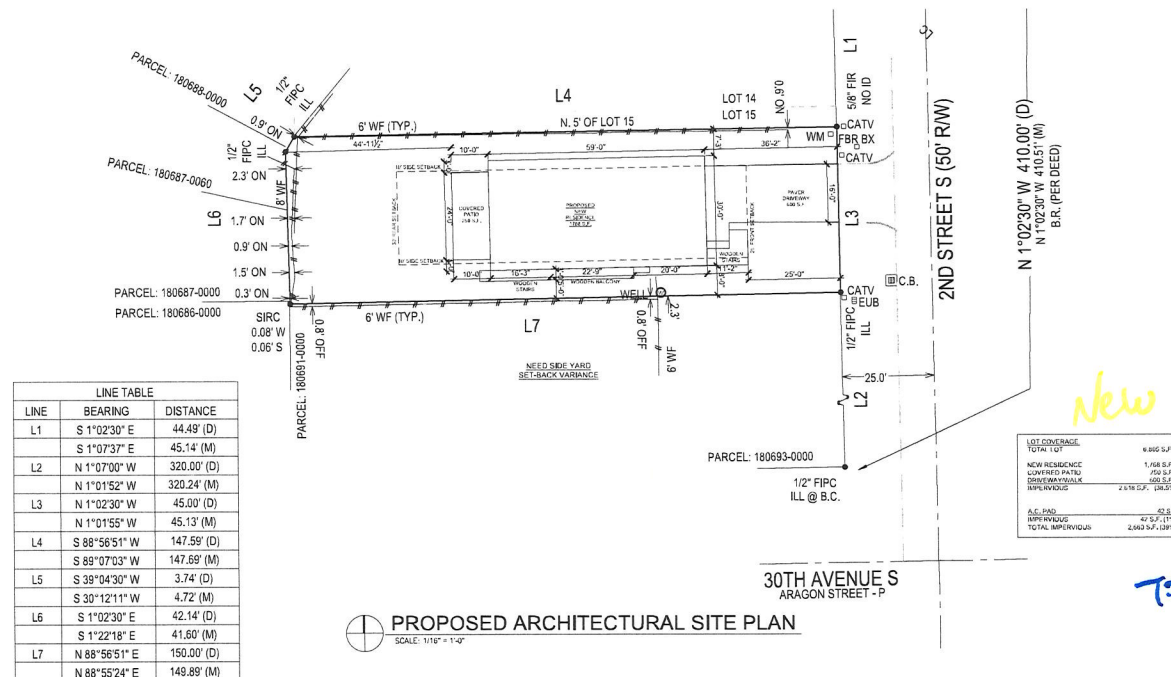
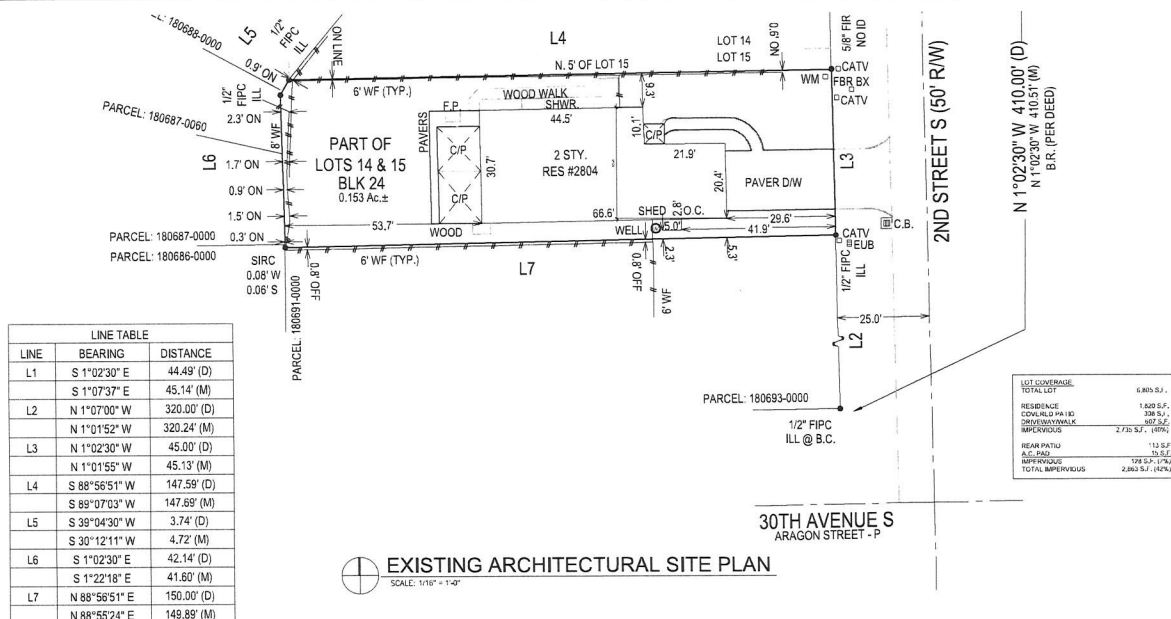
DATE ISSUED:
DECEMBER 19, 2025

NOTE:
DO NOT SCALE DRAWINGS.
IF PRINTED ON 11"x17"
MEDIA, DRAWING SCALE
IS HALF-SIZED.

ARCHITECTURAL
SITE
PLAN

T1

PERMIT SET



New
325%
39%
Total



VARIANCE APPLICATION

BOA No. 25-100098
HEARING DATE 1/20/20

This form is intended to be submitted along with all required documents for all requests for variances from the requirements of the City of Jacksonville Beach Land Development Code. Planning and Development Department staff will evaluate an application for a variance for sufficiency within ten (10) days of receipt. If the application is found to be complete and sufficient, the Jacksonville Beach Board of Adjustment, at their earliest meeting following appropriate public notice of the request will schedule it for review, public hearing and a decision.

REQUIRED DOCUMENTATION

1. Accurate, to-scale boundary survey prepared by a registered land surveyor that shows the location of all existing improvements.
2. Survey, plat or new site plan showing all proposed additions and/or improvements added to the drawing, **to scale** (on 11" x 17" paper or smaller).
3. Proof of ownership (copy of deed or current property tax notification).
4. Copy of any previous variance and/or conditional use approval letters.
5. If applicant is not owner, notarized written authorization from owner is required.
6. Non-refundable processing fee of **\$500.00** (due at the time of application submittal).
7. Completed application.

APPLICANT INFORMATION

Applicant Name:	William Boyd & Ramona Boyd	Telephone:	914-374-3212
Mailing Address:	3433 Heron Drive N Jacksonville Bch, FL 32250	E-Mail:	william.j.boyd1@gmail.com
Agent Name:	Ian A. Brown, Esq.	Telephone:	904-203-4133
Mailing Address:	245 Riverside Ave, Suite 100 Jacksonville FL 32202	E-Mail:	ian@yield-coach.com
Landowner Name:	William Boyd & Ramona Boyd	Telephone:	914-374-3212
Mailing Address:	3433 Heron Drive N Jacksonville Bch, FL 32250	E-Mail:	william.j.boyd1@gmail.com

Please provide the name, address and telephone number for any other land use, environmental, engineering architectural, economic or other professionals assisting in the application on a separate sheet of paper.

VARIANCE DATA

Street address of property and Real Estate Number: 2804 2nd St S, Jacksonville Bch, FL 32250 (RE#180690-0000)

Legal description of property (Attach copy of deed): Attached

Description of requested variance (example: front yard setback of 17ft in lieu of 20ft, lot coverage, reduce required off-street parking spaces, etc.) (Attach a separate sheet if necessary).

Side yard setback (northerly) of 7'3" in lieu of 10'

Side yard setback (southerly) of 5' in lieu of 10'

THIS BOX FOR OFFICE USE ONLY, GO TO NEXT PAGE	
CURRENT ZONING CLASSIFICATION: <u>RS-1</u>	FLOOD ZONE: _____
CODE SECTION (s): _____	



VARIANCE APPLICATION AFFIDAVIT

BOA No. _____

AFFIDAVIT

I, William Boyd, being first duly sworn, attest that I am applying for a variance pursuant to Article 6, Section 6.6 of the Jacksonville Beach Land Development Code for the property described above; that all answers to questions in this application, the submitted boundary survey and other supplementary documents attached to and made part of this application are true and accurate to the best of my knowledge and belief. Furthermore, I understand that failure to submit accurate information as requested above may be grounds for denial of my request and/or subsequent building permit applications.

[Handwritten Signature]
APPLICANT SIGNATURE

William Boyd
PRINT APPLICANT NAME

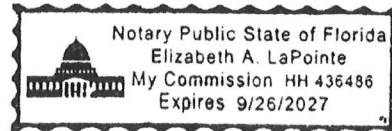
12/16/2025
DATE

STATE OF FLORIDA, COUNTY OF DUVAL:

This instrument was acknowledged before me by means of physical presence or online notarization, this 16 day of December, 2025, by William Boyd, who is personally known to me or produced _____ as identification.

[Handwritten Signature]
NOTARY PUBLIC SIGNATURE

Elizabeth A LaPointe
PRINT NOTARY NAME



(Affix Notary Seal Above)

OWNER'S AUTHORIZATION FOR AGENT/AFFIDAVIT OF ASSENT

THIS FORM MUST BE FILLED OUT IN THE CASE THAT THE APPLICANT IS NOT THE OWNER OF THE PREMISES UNDER WHICH THE PARTICULAR APPLICATION IS BEING FILED.

Ian A. Brown is hereby authorized TO ACT ON BEHALF OF William Boyd and Ramona Boyd, the owner(s) of those lands described within the attached application, and as described in the attached deed or other such proof of ownership as may be required, in applying to Jacksonville Beach, Duval County, Florida, for an application related to a variance:

BY: William Boyd and Ramona Boyd

William J Boyd
Signature of Owner
Print Name: William Boyd

Ramona Boyd *Ramona Boyd*
Signature of Owner
Print Name: Ramona Boyd

State of Florida

County of *Duval*

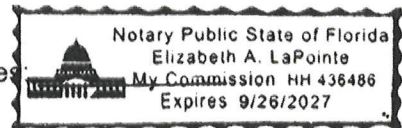
Signed and sworn before me on this *16* day of, *December* 20*25*

By William Boyd and Ramona Boyd

Identification verified: _____ Oath Sworn Yes No

Elizabeth A LaPointe
Notary Signature

My Commission expires



Prepared by:
 Jessica Wright
 Beaches Title Services, LLC
 11437 Central Parkway - Suite 102
 Jacksonville, Florida 32224

File Number: 1031-103
 Consideration \$829,900.00

General Warranty Deed

Made this August 9, 2021 by **Duncan Bowman, an unmarried man**, whose address is: 4359 Ripkin Ct, Jacksonville, FL 32224, hereinafter called the grantor, to **William J. Boyd and Ramona F. Boyd, husband and wife**, whose post office address is: 2804 S. 2nd Street, Jacksonville Beach, Florida 32250, 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 Duval County, Florida, viz:

PART OF LOT 14 AND LOT 15, R/P ATLANTIC SHORES, UNIT ONE, AS RECORDED IN PLAT BOOK 14, PAGE 39, OF THE CURRENT PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA, SAID PROPERTY BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

A PORTION OF LOTS 14 AND 15, BLOCK 24, ATLANTIC SHORES UNIT NO 1 REPLAT, AS RECORDED IN PLAT BOOK 14, PAGE 39, OF THE PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT THE SOUTHEAST CORNER OF SAID LOT 15; THENCE NORTH 01 DEGREES, 34 MINUTES, 30 SECONDS WEST, ALONG THE EASTERLY LINE OF SAID LOT 15 (ALSO BEING THE WESTERLY RIGHT OF WAY LINE OF 2ND STREET SOUTH), A DISTANCE OF 45.00 FEET TO A POINT LYING 5.00 FEET SOUTH OF A CORNER COMMON TO SAID LOTS 14 AND 15; THENCE SOUTH 88 DEGREES, 43 MINUTES, 44 SECONDS WEST, A DISTANCE OF 147.36 FEET TO A POINT IN THE WESTERLY LINE OF SAID LOT 14; THENCE SOUTH 38 DEGREES, 45 MINUTES, 20 SECONDS WEST, ALONG SAID WESTERLY LINE OF LOT 14, A DISTANCE OF 3.74 FEET TO A CORNER COMMON TO LOTS 14, 15, 6 AND 7, BLOCK 24 OF SAID ATLANTIC SHORES UNIT NO. 1 REPLAT, THENCE SOUTH 01 DEGREES, 32 MINUTES, 28 SECONDS EAST, ALONG THE WESTERLY LINE OF SAID LOT 15, A DISTANCE OF 42.79 FEET; THENCE NORTH 88 DEGREES, 28 MINUTES, 42 SECONDS EAST, ALONG THE SOUTH LINE OF SAID LOT 15, A DISTANCE OF 149.81 FEET TO THE POINT OF BEGINNING.

MORE PARTICULARLY DESCRIBED AS FOLLOWS

A PORTION OF LOTS 14 AND 15, BLOCK 24, ATLANTIC SHORES REPLAT UNIT NO. 1, AS RECORDED IN PLAT BOOK 14, PAGE 39, OF THE PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF BEGINNING COMMENCE AT THE SOUTHEAST CORNER OF SAID LOT 15, FROM THE POINT OF BEGINNING THUS DESCRIBED, RUN NORTH 01 DEGREES 02 MINUTES 30 SECONDS WEST, ALONG THE EASTERLY LINE OF SAID LOT 15, ALSO BEING THE RIGHT OF WAY LINE OF 2ND STREET SOUTH, A DISTANCE OF 45.0 FEET TO A POINT, SAID POINT LYING 5 FEET SOUTH OF A CORNER COMMON TO SAID LOTS 14 AND 15; THENCE SOUTH 88 DEGREES, 56 MINUTES, 51 SECONDS WEST, A DISTANCE OF 147.59 FEET TO A POINT IN THE WESTERLY LINE OF SAID LOT 14; THENCE SOUTH 39 DEGREES, 04 MINUTES, 30 SECONDS WEST, ALONG THE SAID WESTERLY LINE OF SAID LOT 14, A DISTANCE OF 3.74 FEET TO A CORNER COMMON TO LOTS 14, 15, 6 AND 7, AS SHOWN ON SAID MAP OF ATLANTIC SHORES REPLAT UNIT NO. 1, THENCE SOUTH 1 DEGREES, 02 MINUTES, 30 SECONDS EAST, ALONG THE WESTERLY LINE OF SAID LOT 15, A DISTANCE OF 42.14 FEET TO THE SOUTHWEST CORNER OF SAID LOT 15, THENCE NORTH 88 DEGREES, 56 MINUTES, 51 SECONDS EAST, ALONG THE SOUTH LINE OF SAID LOT 15, A DISTANCE OF 150.0 FEET TO THE POINT OF BEGINNING.

Prepared by:
Jessica Wright
Beaches Title Services, LLC
11437 Central Parkway - Suite 102
Jacksonville, Florida 32224

File Number: 1031-103
Consideration \$829,900.00

Parcel ID Number: **180690-0000**


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, 2020

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:



Witness Printed Name Jessica K Wright



Duncan Bowman (Seal)
Address: _____

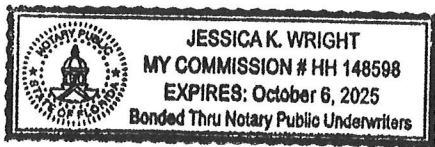


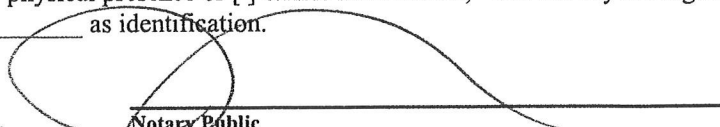
Witness Printed Name Reva Bond

(Seal)
Address: _____

State of Florida
County of Duval

The foregoing instrument was acknowledged by means of physical presence or online notarization, this 9th day of August, 2021, by Duncan Bowman, who has produced TID as identification.





Notary Public
Print Name: _____
My Commission Expires: _____

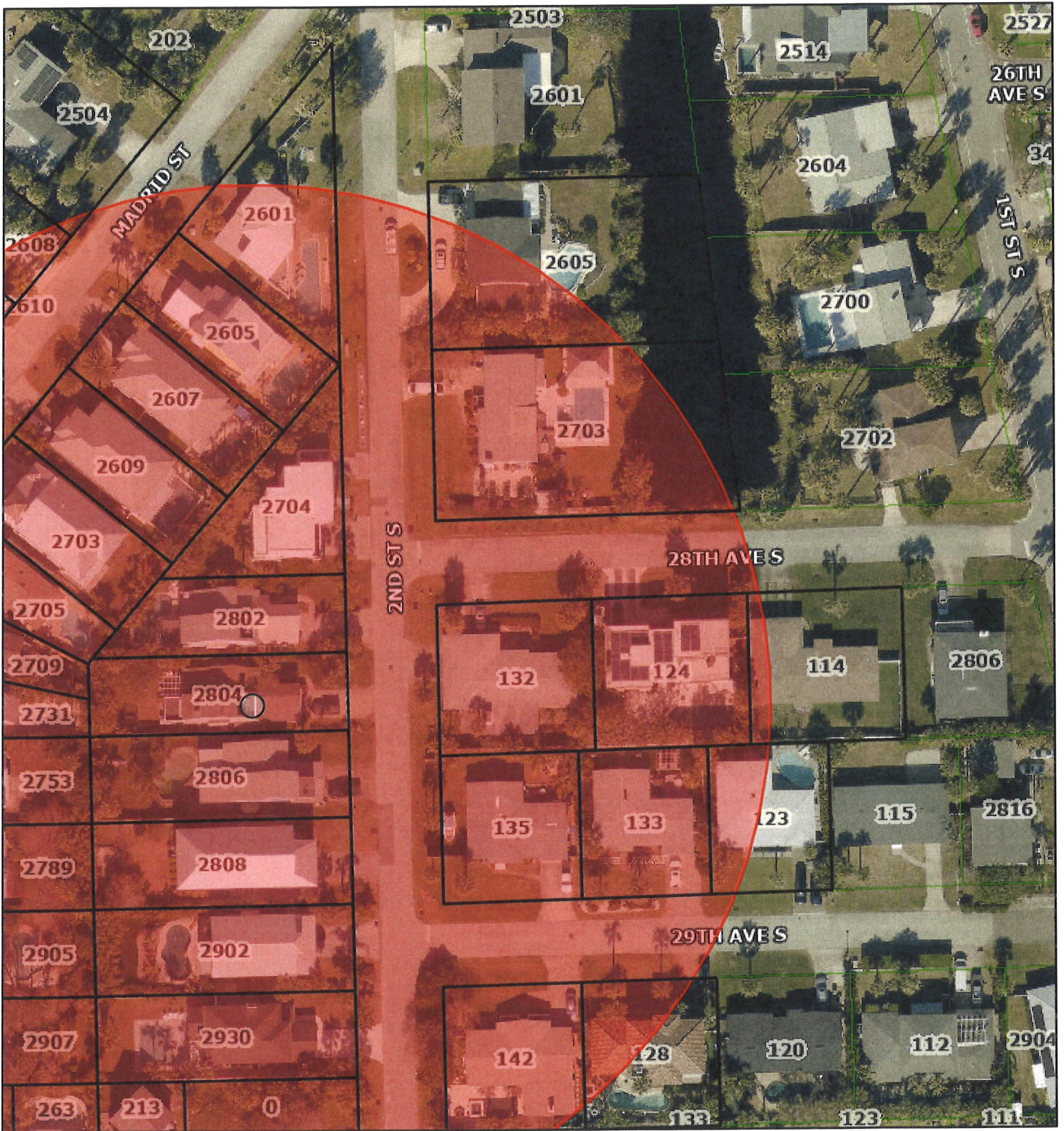
VARIANCE APPLICATION STANDARDS AND CONDITIONS

BOA No. _____

Section 34-566 **Purpose.** Variances are deviations from the terms of the LDC which would not be contrary to the public interest when owing to special circumstances or conditions, the literal enforcement of the provisions of the LDC would result in undue and unnecessary hardship. Variances shall not be inconsistent with the Comprehensive Plan. It is understood that the granting of a variance shall not create a precedence for future requests.

Section 34-572. **Standards applicable to all variances.** In order to authorize any variance from the terms of this code, the Board of Adjustment must find that the following standards have been met. To assist the Board in making a finding, please complete the form below.

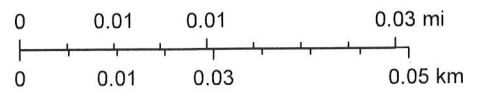
Standard	Applies? Yes/No	Circumstances/ Explanation
(a) There are conditions or circumstances that exist which prevent compliance with site design and development standards, or which are unique to the parcel of land, building or structure.	YES	The lot does not meet minimum size or frontage requirements for RS-1 zoning. The subject property was constructed in 1980, has been damaged by fire, and does not conform to current code.
(b) The conditions or circumstances do not result from actions of the application and would not be considered a self-imposed hardship.	YES	Subject property was purchased in current size and configuration and current circumstances or conditions are not the result of the applicant/owner.
(c) There would be no special privileges afforded to the applicant by granting a variance that is not available to other parcels of land, building or structures with similar conditions or circumstances.	YES	The subject property will not have any special privilege. Many non-conforming lots with older dwellings constructed prior to current code & zoning requirements require variances for construction.
(d) Strict interpretation and enforcement of the code would deprive the applicant of rights commonly enjoyed by other parcels of land and would provide an unnecessary and undue hardship.	YES	Strict application of the code would deny the owner/applicant rights commonly enjoyed by similarly constrained residential properties with non-conforming improvements and substandard lot size.
(e) The variance(s) requested, if granted, will make possible a reasonable use of the parcel of land, building, or structure.	YES	The Applicant worked with licensed Architect to configure a site plan that balances the limitations/non-conformity of the existing improvements with the current code requirements.
(f) The variance(s) request, if granted, will not result in the creation of a public nuisance.	YES	The application is consistent with the purpose, goals, objectives, and policy of the comprehensive plan and no adjacent lands will be adversely impacted by the proposed variance(s).



January 8, 2026

 Parcels

1:1,128



PUBLIC NOTICE

The Board of Adjustment for the City of Jacksonville Beach, Florida will meet and hold a public hearing on **Wednesday, January 21, 2026, at 6:00 p.m.** in the **City Council Chambers**, located at **11 North 3rd Street**, Jacksonville Beach, Florida to consider the following development permit applications for a variance from the requirements of the Land Development Code

BOA#25-100096 Section(s): 34-611(e)(1)(c)(2), for a side yard setback of 8.2 feet in lieu of 10 feet, for a new bathroom addition, to an existing single-family home, located at **property addressed 816 N 10th St RE# 177376-0000, legally described as Lot 8, Block 2, Palm Courts**

BOA#25-100097 Section(s): 34-611(e)(1)(c)(3), for a rear yard setback of 29.4 feet in lieu of 30 feet, and 34-611(e)(1)(c)(2), for a side yard setback of 7.5 feet in lieu of 10 feet, for a master bedroom addition, to an existing single-family home, located at **property addressed 2056 N 10th St RE# 174768-0000, legally described as Lot 13, Seagate Terrace**

BOA#25-100098 Section(s): 34-611(e)(1)(c)(2), for a northerly side yard setback of 7.3 feet in lieu of 10 feet, 34-611(e)(1)(c)(2), for a southerly side yard setback of 5 feet in lieu of 10 feet, and 34-611(e)(1)(e), for maximum lot coverage for primary structure and required driveway of 38.5% in lieu of 35%, for construction of a new single-family home, located at **property addressed 2804 S 2nd St RE# 180690-0000, legally described as Lot 14 & 15, Block 24, Atlantic Shores Unit NO. 1 replat**

BOA#25-100099 Section(s): 34-611(e)(1)(c)(2), for side yard setbacks of 7 feet and 8 feet in lieu of 10 feet, for construction of a new single-family home, located at **property addressed 1823 Sable Palm Ln RE# 178302-0000, legally described as Lot 8, Block 4, Ocean Forest Unit 1**

These applications are on file with the Planning and Development Department, City Hall, 11 North 3rd Street, and are open to public review during regular business hours.

Board of Adjustment
City of Jacksonville Beach
NOTICE

If you are a person with a disability who needs an accommo-

ation to participate in a meeting, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the ADA Coordinator by phone 904-712-6297 or submit an Accommodation Request to the ADA Coordinator as far in advance of the meeting as possible; preferably 7 days but no less than 2 business days, before the meeting. If you are hearing or voice impaired, please call Florida Relay at 711 for assistance.

In accordance with Section 286.0114, Florida Statutes, any member of the public may attend a public hearing and can be heard on any matter presented before the Agency. Anyone who wishes to provide live public comment should complete a "Speaker Request Card" and submit it to the recording secretary prior to the beginning of the meeting. These forms are available at the entrance of the City Council Chambers for your convenience. Speakers will be called to address the Agency when specified items are under consideration and will be limited to a maximum of three minutes or less, at the discretion of the presiding officer.

Alternatively, written public comment may be submitted in advance and must include the following: (1) First Name; (2) Last Name; (3) Address; (4) Public Hearing Date; (5) Specific Agenda Item(s); and (6) Comments. Written public comments may be submitted by one of the following options: (1) Email to the Agency Administrator at planning@jaxbchfl.net; (2) Postal mail to Community Redevelopment Agency Administrator - Public Comment, 11 3rd Street North, Jacksonville Beach, FL 32250; or (3) Drop off in-person to Planning and Development at City Hall. Written comments that include all required information and are received 24 hours in advance of the meeting will be made part of the record. All comments received are public record.

In accordance with Section 286.0105, Florida Statutes, any person desirous of appealing any decision reached at this meeting may need a record of the proceedings. Such person may 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 based.

Jan. 8 00 (26-00205D)

STATE OF FLORIDA,

S.S.

COUNTY OF DUVAL,

Before the undersigned authority personally appeared Nichol Stringer, who on oath says that she is the Publisher's Representative of the JACKSONVILLE DAILY RECORD, a weekly newspaper published at Jacksonville, in Duval County, Florida; that the attached copy of advertisement, being a Public Notice

in the matter of BOA#25-100096, BOA#25-100097, BOA#25-100098, and BOA#25-100099

in the Court, was published in said newspaper by print in the issues of 1/8/26.

Affiant further says that the JACKSONVILLE DAILY RECORD complies with all legal requirements for publication in Chapter 50, Florida Statutes.

*This notice was published on both jaxdailyrecord.com and floridapublicnotices.com.

Nichol Stringer

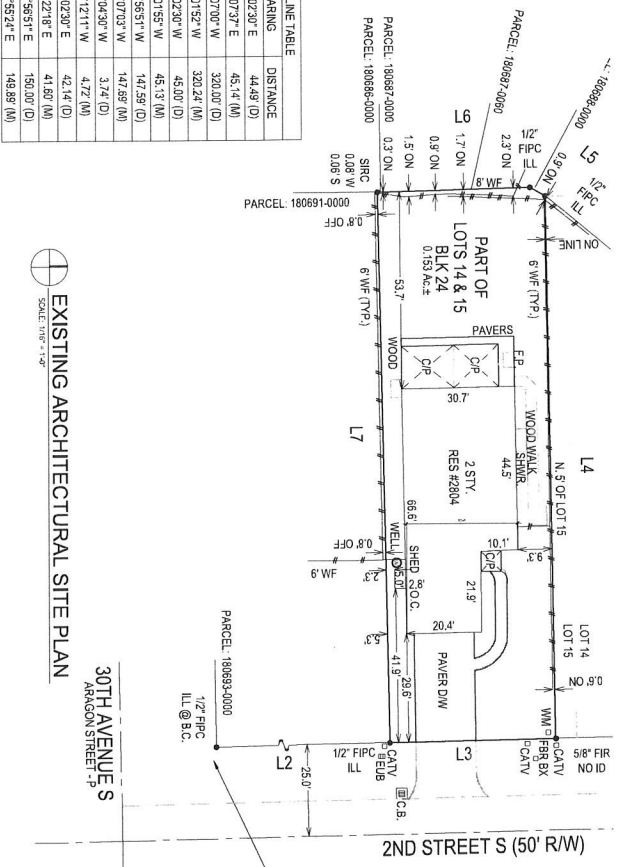
Sworn to and subscribed before me this 8th day of January, 2026 by Nichol Stringer who is personally known to me.

RHONDA L FISHER
NOTARY PUBLIC
STATE OF FLORIDA
NO. HH 598731
MY COMMISSION EXPIRES OCT. 03, 2028

Seal

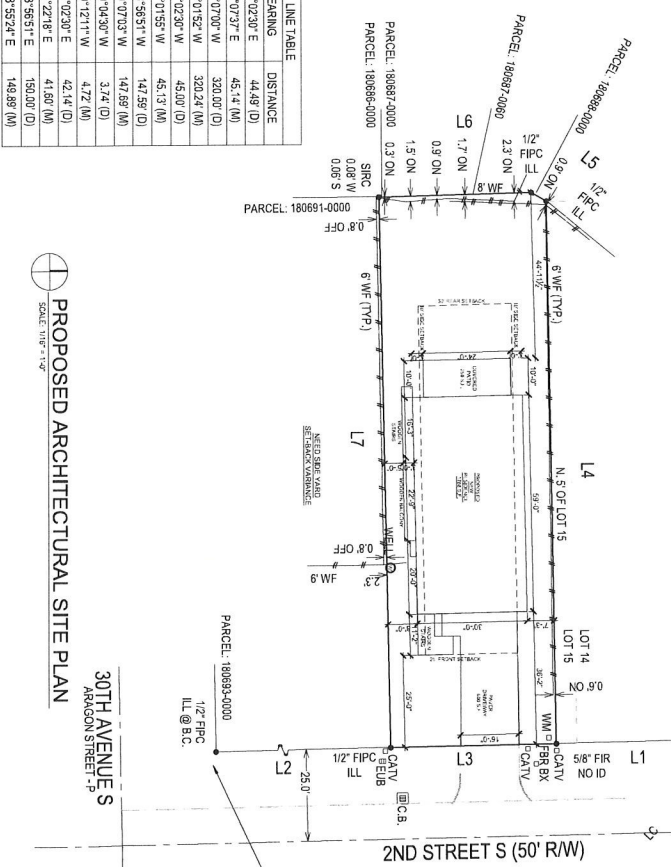
Notary Public, State of Florida

LINE	BEARING	DISTANCE
L1	S 1°02'30" E	44.49 (D)
L2	S 1°07'37" E	45.14 (M)
L3	N 1°07'00" W	320.00 (D)
L4	N 1°07'52" W	320.24 (M)
L5	N 1°02'30" W	45.00 (D)
L6	N 1°01'55" W	45.13 (M)
L7	S 88°55'51" W	147.59 (D)
L8	S 89°07'03" W	147.69 (M)
L9	S 30°12'11" W	4.72 (M)
L10	S 1°02'30" E	42.14 (D)
L11	S 1°22'18" E	41.60 (M)
L12	N 88°55'51" E	150.00 (D)
L13	N 88°55'24" E	148.89 (M)



LINE	BEARING	DISTANCE
L1	S 1°02'30" E	44.49 (D)
L2	S 1°07'37" E	45.14 (M)
L3	N 1°07'00" W	320.00 (D)
L4	N 1°07'52" W	320.24 (M)
L5	N 1°02'30" W	45.00 (D)
L6	N 1°01'55" W	45.13 (M)
L7	S 88°55'51" W	147.59 (D)
L8	S 89°07'03" W	147.69 (M)
L9	S 30°12'11" W	4.72 (M)
L10	S 1°02'30" E	42.14 (D)
L11	S 1°22'18" E	41.60 (M)
L12	N 88°55'51" E	150.00 (D)
L13	N 88°55'24" E	148.89 (M)

LINE	BEARING	DISTANCE
L1	S 1°02'30" E	44.49 (D)
L2	S 1°07'37" E	45.14 (M)
L3	N 1°07'00" W	320.00 (D)
L4	N 1°07'52" W	320.24 (M)
L5	N 1°02'30" W	45.00 (D)
L6	N 1°01'55" W	45.13 (M)
L7	S 88°55'51" W	147.59 (D)
L8	S 89°07'03" W	147.69 (M)
L9	S 30°12'11" W	4.72 (M)
L10	S 1°02'30" E	42.14 (D)
L11	S 1°22'18" E	41.60 (M)
L12	N 88°55'51" E	150.00 (D)
L13	N 88°55'24" E	148.89 (M)



LINE	BEARING	DISTANCE
L1	S 1°02'30" E	44.49 (D)
L2	S 1°07'37" E	45.14 (M)
L3	N 1°07'00" W	320.00 (D)
L4	N 1°07'52" W	320.24 (M)
L5	N 1°02'30" W	45.00 (D)
L6	N 1°01'55" W	45.13 (M)
L7	S 88°55'51" W	147.59 (D)
L8	S 89°07'03" W	147.69 (M)
L9	S 30°12'11" W	4.72 (M)
L10	S 1°02'30" E	42.14 (D)
L11	S 1°22'18" E	41.60 (M)
L12	N 88°55'51" E	150.00 (D)
L13	N 88°55'24" E	148.89 (M)

PROPOSED ARCHITECTURAL SITE PLAN
 SCALE: 1/8" = 1'-0"
 30TH AVENUES S
 JACKSON STREET S
 2ND STREET S (50' R/W)

EXISTING ARCHITECTURAL SITE PLAN
 SCALE: 1/8" = 1'-0"
 30TH AVENUES S
 JACKSON STREET S
 2ND STREET S (50' R/W)

Notes
 895k
 391
 Total

LINE	BEARING	DISTANCE
L1	S 1°02'30" E	44.49 (D)
L2	S 1°07'37" E	45.14 (M)
L3	N 1°07'00" W	320.00 (D)
L4	N 1°07'52" W	320.24 (M)
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L12	N 88°55'51" E	150.00 (D)
L13	N 88°55'24" E	148.89 (M)

BOYD RESIDENCE
 2804 2ND STREET S.
 JACKSONVILLE BEACH, FL 32250

JNO Overby, LLC
 ARCHITECTURE - INTERIOR DESIGN
 Julianne N. Overby, R.A.
 2452 Pulliam Street
 Jacksonville, Florida 32250
 904-704-8628
 JNO@JNOVERBY.COM
 FL ARCHIT 07660 - FL ID-862



NOTE:
 DO NOT SCALE DRAWINGS.
 IF PRINTED ON 11X17"
 MEDIA, DRAWING SCALE
 IS HALF-SIZED.

DATE ISSUED:
 DECEMBER 19, 2025

ARCHITECTURAL
 SITE
 PLAN

T1

PERMIT SET

Jeffrey White
2806 2nd St S.
Jacksonville Beach, FL 32250

Dear Members of the Board of Adjustment:

I am writing as the owner of the adjacent property at 2806 2nd St S, Jacksonville Beach, FL 32250-6008, to formally oppose the variance application BOA#25-100098. This application seeks deviations from the Land Development Code for a new single-family home on Lots 14 and 15, Block 24, Atlantic Shores Unit No. 1 Replat, including reducing the southerly side yard setback from 10 feet to 5 feet, the northerly side yard setback from 10 feet to 7.3 feet, and increasing maximum lot coverage from 35% to 38.5%.


Granting this variance would negatively impact my property and the surrounding neighborhood by compromising privacy, exacerbating stormwater runoff and flooding risks, and undermining the established residential character. Under Section 34-286 of the Jacksonville Beach Land Development Code, variances must meet six specific criteria, none of which are satisfied here. I address each below:

- 1. Special conditions and circumstances exist which are peculiar to the parcel of land, building, or structure, which are not applicable to other parcels of land, structures, or buildings in the same zoning district.**
No unique conditions justify this request. The property is a standard RS-1 zoned lot with dimensions typical of the Atlantic Shores subdivision (45-foot frontage, 149-foot depth, approximately 6,746 square feet). It lacks irregularities, topographic challenges, or environmental constraints that preclude compliance. Any limitations arise from the applicant's design preferences, not inherent property features.
- 2. Special circumstances and conditions do not result from the actions of the applicant.**
Any claimed hardship is self-created. The applicant acquired the property in 2021 for \$829,900, knowing the RS-1 zoning requirements. Seeking variances to accommodate an oversized home reflects poor planning, not unavoidable circumstances. Jacksonville Beach precedent denies variances for self-imposed issues.
- 3. Granting the variance will not confer upon the applicant any special privileges denied by the comprehensive plan and this code to other parcels of land, buildings, or structures, in the same zoning district.**
Approval would grant undue privileges. Neighboring properties in the RS-1 district comply with the 10-foot setbacks and 35% coverage, ensuring uniform spacing, light, and open space. This deviation would erode neighborhood consistency and invite similar requests, contrary to the comprehensive plan's emphasis on equitable development.
- 4. Literal interpretation and enforcement of the terms and provisions of this code would deprive the applicant of rights commonly enjoyed by other parcels of land in the same zoning district, and would work an unnecessary hardship.**
Code enforcement allows reasonable use. The existing 1980-built residence (2,452 heated square feet) demonstrates viability, and a compliant new home is feasible through design adjustments. No hardship exists, as adjacent properties, including mine, thrive under the same rules.
- 5. Grant of variance is the minimum variance that will make possible the reasonable use of the parcel of land, building, or structure.**
The requested relief exceeds the minimum necessary. Alternatives like narrowing the home's footprint or using permeable materials for coverage compliance could achieve the goal without such extensive deviations. A 50% southerly setback reduction and 27% northerly reduction, plus 3.5% coverage excess, are not minimal.
- 6. Grant of variance will be generally consistent with the purposes, goals, objectives, and policies of the comprehensive plan and this Code and will not adversely affect adjacent land.**
This variance contradicts the comprehensive plan's focus on residential preservation, density control, and coastal resilience. The 5-foot southerly setback would encroach on my property, reducing privacy, light, and safety while amplifying noise and fire risks. Increased coverage heightens impervious surfaces, worsening flooding in this flood-prone area. These effects would diminish property values and neighborhood harmony.

In conclusion, this application fails to meet the Code's criteria and prioritizes individual gain over the best interests of the community. I respectfully urge the Board to deny the variance to maintain the integrity of the Land Development Code and protect local residents. Please acknowledge receipt of this letter and include it in the record.

Thank you for your attention to this matter.

Sincerely,


Jeff white
904-669-3448



BOARD OF ADJUSTMENT AGENDA ITEM	
TO:	Board of Adjustment Members
FROM:	Department of Planning & Development
DATE:	01/14/2026
SUBJECT:	BOA #25-100099 Staff Report

The following information is provided for your consideration for the following agenda item for the upcoming Wednesday, January 21, 2026 Board of Adjustment Meeting.

BOA #25-100099

ZONING: RS-1
 RE NO.: 178302-0000
 LEGAL: Lot 8, Block 4, *Ocean Forest Unit 1*
 ADDRESS: 1823 Sable Palm Ln

REQUEST:

Section(s): 34-611(e)(1)(c)(2), for side yard setbacks of 7 feet in lieu of 10 feet, for construction of a new single-family home, located at **property addressed** 1823 Sable Palm Ln **RE#** 178302-0000, **legally described as** Lot 8, Block 4, *Ocean Forest Unit 1*

EXISTING CONDITIONS:

The subject property consists of a platted lot of record, (circa 1954), located in the Low Density Residential future land use category. The property is currently zoned Residential, single-family: RS-1. The lot measures 75 feet wide on the south and 59.75 feet on the north with a total lot area of 9,452 square feet. The parcel currently contains a one-story single-family home. The subject property is a substandard residential lot, the width do not conform, but the total lot size is conforming. The parcel is nonconforming in width on both ends of the property and is irregularly shaped. In the Residential, single-family: RS-1 zoning district, the minimum lot area is 9,000 square feet with a minimum width of 90 feet. This parcel conforms in lot area. However, the parcel is irregularly shaped, and the width on both portions of the property is below the minimum requirement. The applicant is seeking relief for a side yard setback of 7 feet in total in lieu of 10 feet. Staff mistakenly published 8 feet by way of scriveners error. The applicant is asking for only 7 feet in total for construction of a new single-family home.

Additionally, the lot was platted prior to the current Land Development Code (LDC) and the nonconforming conditions were inherited by the applicant upon purchase. The applicant cannot make any improvements to the existing parcel in a logical fashion, based on the layout of the current parcel. The lot is irregularly shaped. The request is not too egregious and will allow the applicant to utilize the parcel to its full potential.

Staff finds that the lot and placement of the existing residence create conditions that restrict compliance with setback requirements. These circumstances are unique to the parcel and not generally applicable to other properties in the zoning district. The conditions are not the result of the applicant’s actions. The lot’s size and layout contribute to the hardship. The new single-family home

AGENDA ITEM:	D.
MEETING DATE:	January 21, 2026

is the most compatible use. Continued investment in the property will ensure the preservation of the character of the existing neighborhood. This is a critical consideration, as continued investment and maintenance of the existing parcel will ensure continued compatibility among neighboring properties, which is essential for preserving the character of the community. The new dwelling will enhance, rather than detract from, the neighborhood's aesthetic appeal.

There are no previous BOA Cases for the subject property.

STAFF ANALYSIS:

The subject property is substandard in total lot width, as it measures 75 feet wide on the south and 59.75 feet on the north, rather than the 90 feet minimum requirement in the RS-1 zoning district, making the shape irregular. The lot being is substandard in width creates a hardship in meeting the required setbacks. A variance to allow the proposed project the new dwelling is a reasonable request, as the applicant cannot construct the proposed project without encroaching on setbacks. There are unique conditions due to a substandard lot in width. Strict enforcement of the setbacks would deprive the applicant of the opportunity to construct a new dwelling which is commonly enjoyed by other property owners, creating an unnecessary hardship.

Granting the variance does not confer special privileges, but instead allows the property owner to make reasonable improvements consistent with other residential properties. The requested variances are necessary to enable the reasonable use of the property for residential purposes. Without relief, the new dwelling would be infeasible. The applicant worked with licensed Architects to configure a site plan that maintains consistency among neighboring properties that is essential in preserving the character of the community.

MINIMUM DIMENSIONAL STANDARDS:

Residential, single-family: RS-1

- Minimum lot area: 9,000 square feet.
- Minimum lot width: 90 feet at the building line and a minimum of 35 feet at the street.
- Minimum yards:
 - Front yard: 25 feet.
 - Side yard: 10 feet on each side except when the lot is a corner lot. For a corner lot, the side yard on the corner shall be 20 percent of the lot width or 10 feet, whichever is greater, except the side yard is never required to exceed 20 feet.
 - Rear yard: 30 feet for primary structure and 20 feet for unenclosed covered patios and enclosed screen rooms.
- Minimum floor area: A single-family dwelling unit shall contain a minimum of 1,400 square feet of conditioned living area and a 1-car garage. The garage shall not be included as part of the single-family dwelling unit's minimum square footage.
- Maximum lot coverage for primary structure and required driveway: 35 percent.
- Maximum Impervious Surface: 50 percent.
- Maximum height: 35 feet.
- Accessory structures: All accessory structures shall only be located in a side or rear yard (not forward of the dwelling along any street frontage) and set back a minimum of five (5) feet from any property line or principal or accessory structures.

REVIEW OF CRITERIA:

1. There are conditions or circumstances that exist which prevent compliance with site design and development standards, or which are unique to the parcel of land, building or structure.

Staff finds there are conditions that prevent compliance with site design and development standards or are unique to the parcel of land, building or structure. There are conditions unique to the subject property which prevent compliance with current setback standards. The existing parcel was platted under earlier development regulations that predate the updated 2025 Land Development Code, and is situated in a manner that constrains expansion options. The parcel dimensions limit the placement and construction of the new home, and cannot reasonably be located without setback relief. These factors create circumstances not generally applicable to other parcels in the zoning district.

2. The conditions or circumstances do not result from actions of the application and would not be considered a self-imposed hardship.

Staff finds that circumstances are not a result of actions of the applicant. The conditions are not the result of the applicant's actions. The configuration of the existing parcel and the applicable code requirements predate the current proposal. The hardship arises from the physical configuration of the lot and its irregular shape, not from any subdivision, modification, or other voluntary act of the applicant.

3. There would be no special privileges afforded to the applicant by granting a variance that is not available to other parcels of land, building or structures with similar conditions or circumstances.

Staff finds that special privileges will not be afforded to the applicant by granting a variance. Granting the requested variances will not confer special privileges to the applicant. The relief requested is the minimum necessary to allow the new dwelling. Other similarly constrained properties may seek comparable relief, and approval here does not create an advantage unavailable to others in like circumstances.

4. Strict interpretation and enforcement of the code would deprive the applicant of rights commonly enjoyed by other parcels of land and would provide an unnecessary and undue hardship.

Staff finds that interpretation and enforcement of the code would deprive the applicant of rights enjoyed by other parcels of land. Strict enforcement of the current LDC would prohibit the applicant from making reasonable improvements to their parcel. This would deprive the applicant of opportunities commonly enjoyed by other residential property owners, creating an unnecessary and undue hardship.

5. The variance(s) requested, if granted, will make possible a reasonable use of the parcel of land, building, or structure.

Staff finds that the variance(s) requested are necessary to make possible a reasonable use of the parcel of land, building, or structure. The requested variances are necessary to allow the applicant to make a reasonable residential use of the property. Without relief, the ability to improve the parcel would be severely limited, which is inconsistent with the intended use and enjoyment of single-family residential properties in the district.

6. The variance(s) request, if granted, will not result in the creation of a public nuisance.



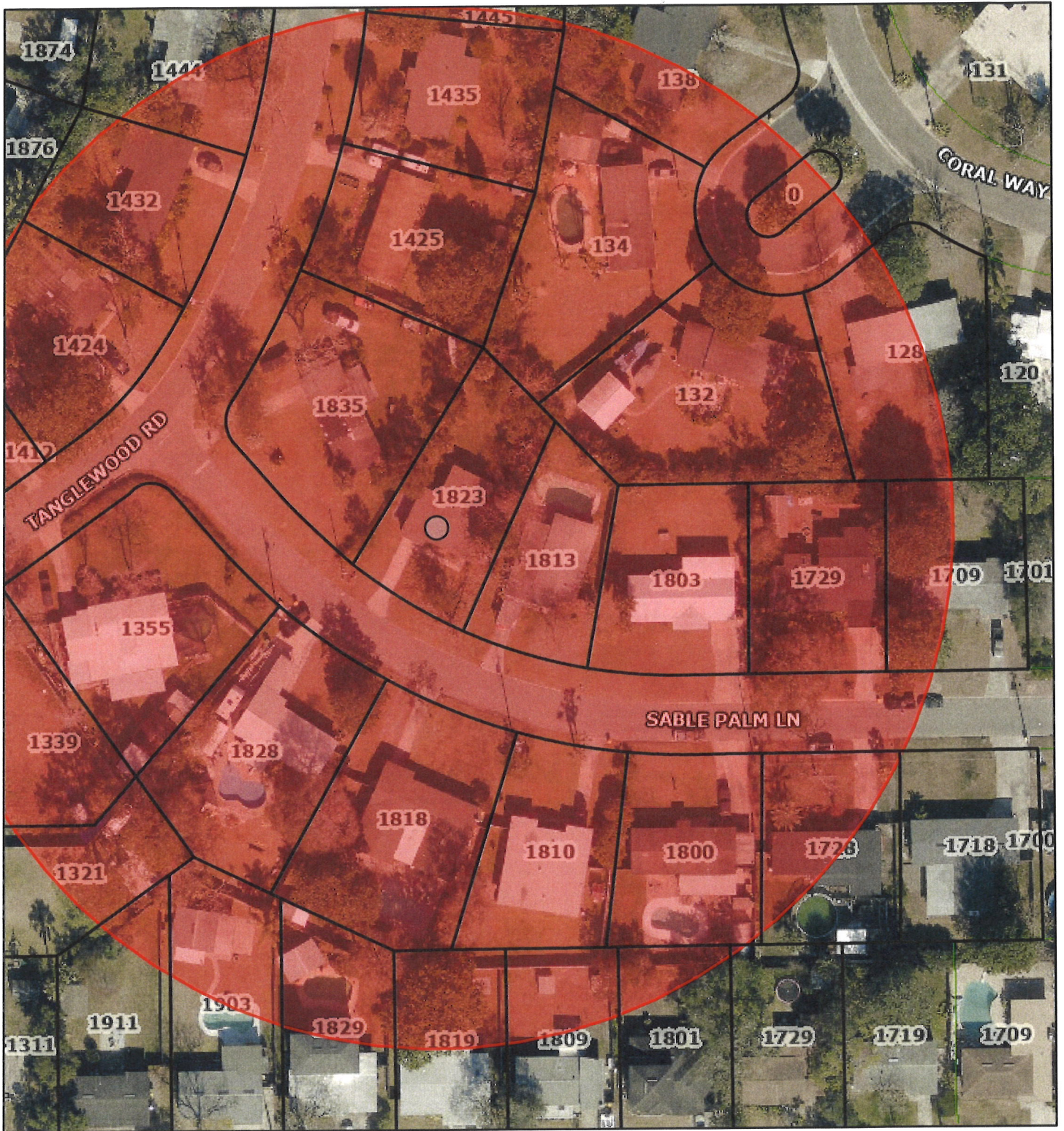
Staff finds that the variance(s) **will not** result in the creation of a public nuisance. The requested variances will not create a public nuisance. The proposed encroachments are minimal in scale, will remain compatible with the surrounding neighborhood, and do not create issues of safety, visibility, traffic, or noise. The proposed improvements will continue to comply with applicable building and safety codes.

STAFF RECOMMENDATION:

Per Section 34-572 of the Land Development Code, and based on the provided application and analysis stated in this report, the Planning and Development Department recommends **Approval** of **BOA#25-100099**.

ATTACHMENTS:

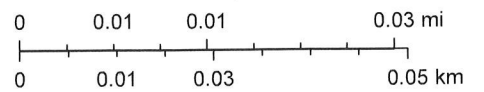
1. 25-100099pics
2. BOA#25-100099 Application



January 8, 2026

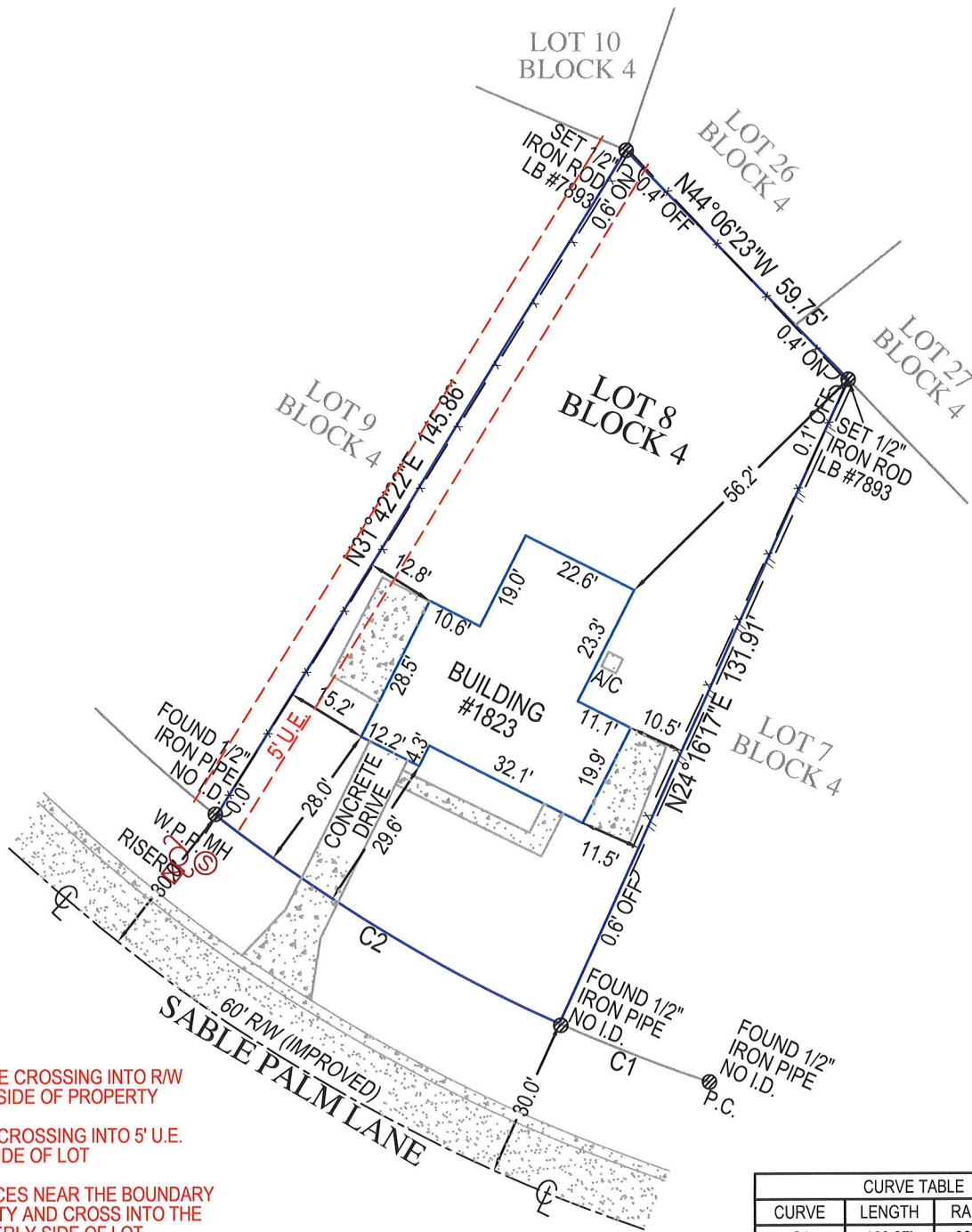
 Parcels

1:1,128



BOUNDARY SURVEY

SCALE
1"=30'



SURVEY NOTES
CONCRETE DRIVE CROSSING INTO RW
ON SOUTHERLY SIDE OF PROPERTY

CONCRETE PAD CROSSING INTO 5' U.E.
ON WESTERLY SIDE OF LOT

THERE ARE FENCES NEAR THE BOUNDARY
OF THE PROPERTY AND CROSS INTO THE
5' U.E. ON WESTERLY SIDE OF LOT.

U.E. - UTILITY EASEMENT
W.P.P. - WOOD POWER POLE

CURVE TABLE			
CURVE	LENGTH	RADIUS	DELTA
C1	130.27'	302.99'	24°38'02"
C2	75.19'	302.99'	14°13'07"

PAGE 2 OF 2 PAGES
(NOT COMPLETE WITHOUT PAGE 1)

SURVEY NUMBER:
725122

GENERAL NOTES:

- 1) LEGAL DESCRIPTION PROVIDED BY OTHERS
- 2) THE LANDS SHOWN HEREON WERE NOT ABSTRACTED FOR EASEMENTS OR OTHER RECORDED ENCUMBRANCES NOT SHOWN ON THE PLAT.
- 3) UNDERGROUND PORTIONS OF FOOTINGS, FOUNDATIONS OR OTHER IMPROVEMENTS WERE NOT LOCATED.
- 4) WALL TIES ARE TO THE FACE OF THE WALL AND ARE NOT TO BE USED TO RECONSTRUCT BOUNDARY LINES.
- 5) ONLY VISIBLE ENCROACHMENTS LOCATED.
- 6) DIMENSIONS SHOWN ARE PLAT AND MEASURED UNLESS OTHERWISE SHOWN.
- 7) FENCE OWNERSHIP NOT DETERMINED.
- 8) ELEVATIONS INDICATED HEREON ARE IN FEET AND DECIMALS REFERENCED TO N.A.V.D. 1988
- 9) THIS SURVEY HAS BEEN COMPLETED FOR A MORTGAGE TRANSACTION, ITS SCOPE IS LIMITED TO THE DETERMINATION OF TITLE DEFICIENCIES. NO DESIGN OR CONSTRUCTION SHALL BE BASED UPON THIS SURVEY WITHOUT APPROVAL FROM TARGET SURVEYING PRIOR TO SUCH USE. TARGET SURVEYING ASSUMES NO RESPONSIBILITIES FOR ERRORS RESULTING FROM FAILURE TO ADHERE TO THIS CLAUSE.
- 10) IN SOME INSTANCES, GRAPHIC REPRESENTATIONS HAVE BEEN EXAGGERATED TO MORE CLEARLY ILLUSTRATE RELATIONSHIPS BETWEEN PHYSICAL IMPROVEMENTS AND/OR LOT LINES. IN ALL CASES, DIMENSIONS SHALL CONTROL THE LOCATION OF THE IMPROVEMENTS OVER SCALED POSITIONS.



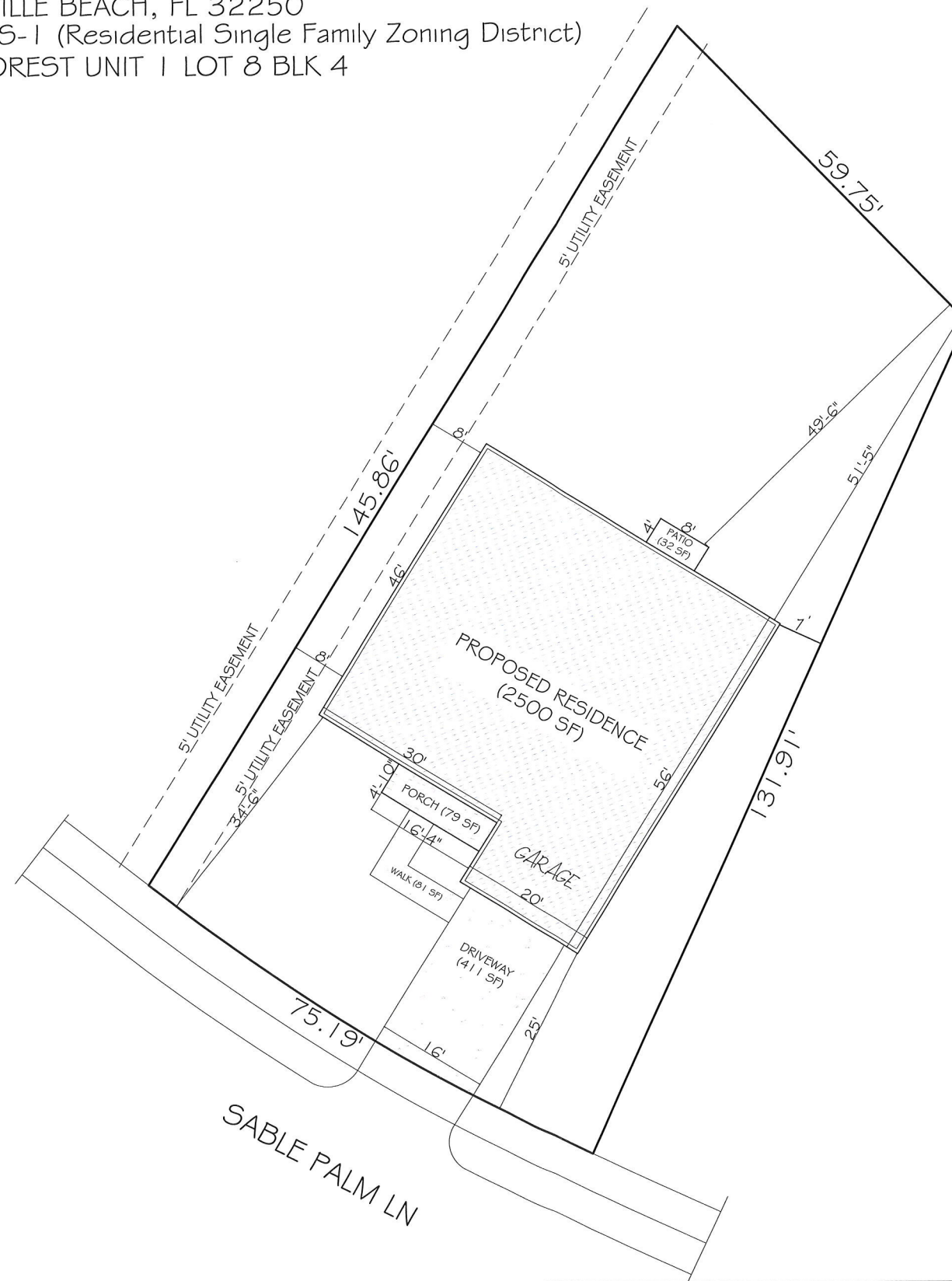
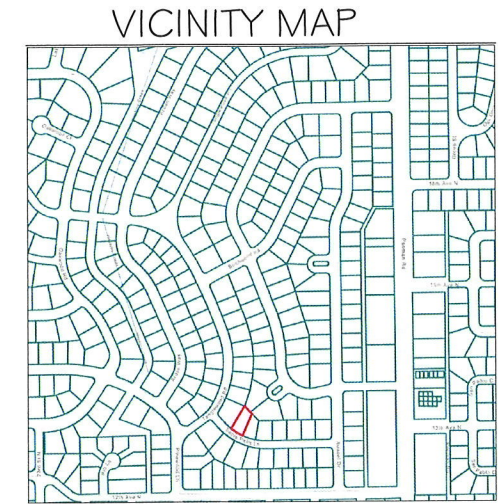
TARGET SURVEYING, LLC

LB #7893

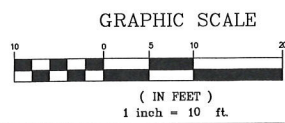
SERVING FLORIDA
6250 N. MILITARY TRAIL, SUITE 102
WEST PALM BEACH, FL 33407
PHONE (561) 640-4800
STATEWIDE PHONE (800) 226-4807
STATEWIDE FACSIMILE (800) 741-0576
WEBSITE: <http://targetsurveying.net>

SITE PLAN

LOCATION: 1823 SABLE PALM LN, JACKSONVILLE BEACH, FL 32250
 PARCEL ID: 178302 0000 / ZONING CODE: RS-1 (Residential Single Family Zoning District)
 LEGAL DESCR.: 25-28 38-25-29E OCEAN FOREST UNIT 1 LOT 8 BLK 4



LOT COVERAGE	
PROPOSED RESIDENCE	- 2500 SF
PROPOSED PORCH	- 79 SF
PROPOSED PATIO	- 32 SF
PROPOSED DRIVEWAY	- 411 SF
PROPOSED WALK	- 81 SF
TOTAL	- 3103 SF
LOT COVERAGE (%)	- 33.54 %



SHEET TITLE
SITE PLAN

LOT OWNER:
 LAS HOLDINGS LLC

DEEN'S CONSULTS
 Architects, Planners & Project Managers
 ISMAILAOTU@GMAIL.COM

LOT AREA: 0.21 Ac (9,253 SF)

ARCHITECT	Deen's consult
DRAWN	Deen's consult
CHECKED BY	Deen's consult
SCALE: 1" = 22'	DATE: 12-23-2025

SHEET NO.
001



APPLICATION FOR VARIANCE

BOA NO. 25-100099
HEARING DATE 1/24/26

This form is intended for submittal, along with the required documents, for all requests for variances from the requirements of the City of Jacksonville Beach Land Development Code, Article 6, Section 6.6 Variances. The Planning and Development Director will evaluate an application for a variance for sufficiency within five (5) days of receipt. If the application is found to be complete, the Jacksonville Beach Board of Adjustment at their earliest meeting following appropriate public notice of the request will schedule it for review, public hearing and a decision.

REQUIRED DOCUMENTATION

1. Accurate, to-scale boundary survey prepared by a registered land surveyor that shows the location of all existing improvements.
2. Survey, plat or new site plan showing all proposed additions and/or improvements added to the drawing, **to scale** (on 11" x 17" paper or smaller).
3. Proof of ownership (copy of deed or current property tax notification).
4. Copy of any previous variance and/or conditional use approval letters.
5. If applicant is not owner, notarized written authorization from owner is required.
6. Non-refundable processing fee of **\$500.00** (due at the time of application submittal).
7. Completed application.

APPLICANT INFORMATION

Applicant Name: LAS Holdings LLC **Telephone:** 904-838-1265
Mailing Address: 19 12th St South, Jacksonville Beach FL 32250 **E-Mail:** RE904@icloud.com

Agent Name: Ryan Wetherhold **Telephone:** 904-333-7873
Mailing Address: 19 12th St South, Jacksonville Beach FL 32250 **E-Mail:** RE904@icloud.com

Landowner Name: LAS Holdings LLC **Telephone:** 904-838-1265
Mailing Address: 19 12th St South, Jacksonville Beach FL 32250 **E-Mail:** RE904@icloud.com

Please provide the name, address and telephone number for any other land use, environmental, engineering architectural, economic or other professionals assisting in the application on a separate sheet of paper.

VARIANCE DATA

Street address of property and Real Estate Number: 1823 Sable Palm Ln, Jacksonville Beach FL 32250
 Legal description of property (Attach copy of deed): OCEAN FOREST UNIT 1, LOT 8 BLK 4
 Description of requested variance (example: front yard setback of 17ft in lieu of 20ft, lot coverage, reduce required off-street parking spaces, etc.) (Attach a separate sheet if necessary).
For a easterly side yard side back of 7' and a westerly side yard of 8' in lieu of 10' required.

AFFIDAVIT

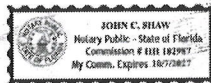
I, Anthony Simonetta, being first duly sworn, attest that I am applying for a variance pursuant to Article 6, Section 6.6 of the Jacksonville Beach Land Development Code for the property described above; that all answers to questions in this application, the submitted boundary survey and other supplementary documents attached to and made part of this application are true and accurate to the best of my knowledge and belief. Furthermore, I understand that failure to submit accurate information as requested above may be grounds for denial of my request and/or subsequent building permit applications.

Anthony Simonetta Anthony Simonetta 12 23 2025
 APPLICANT SIGNATURE PRINT APPLICANT NAME DATE

STATE OF FLORIDA, COUNTY OF DUVAL:

This instrument was acknowledged before me by means of physical presence or online notarization, this 23rd day of December 2025, by Anthony Simonetta, who is personally known to me or produced _____ as identification.

John Shaw
 NOTARY PUBLIC SIGNATURE
 PRINT NOTARY NAME



(Affix Notary Seal Above)

THIS BOX FOR OFFICE USE ONLY, GO TO NEXT PAGE

CURRENT ZONING CLASSIFICATION: RS-1 **FLOOD ZONE:** _____

CODE SECTION (S): _____

VARIANCE APPLICATION STANDARDS AND CONDITIONS

BOA No. _____

Section 34-281 Purpose. Variances are deviations from the terms of the LDC, which would not be contrary to the public interest when owing to special circumstances or conditions; the literal enforcement of the provisions of the LDC would result in undue and unnecessary hardship.

Section 34-286. Standards applicable to all variances. In order to authorize any variance from the terms of this code, the Board of Adjustment must find that the following criteria have been met. To assist the Board in making this finding, please complete the blanks on the form below.

Standard	Applies? Yes/No	Circumstances/ Explanation
Special conditions and circumstances exist which are peculiar to the parcel of land building or structure, which are not applicable to other parcels of land, structures or buildings in the same zoning district.	Yes	The subject parcel is non-conforming in front and rear lot widths, both of which are less than the land development code requires. In addition the overall shape of the lot is slightly irregular, as rear property line is narrower than front property line.
Special circumstances and conditions do not result from the actions of the applicant.	Yes	Existing lot of record as platted by COJB.
Granting the variance will not confer upon the applicant any special privileges denied by the comprehensive plan and this code to other parcels of land, buildings, or structures, in the same zoning district.	Yes	This request is common and approved on a regular basis by this board.
Literal interpretation and enforcement of the terms and provisions of this code would deprive the applicant of rights commonly enjoyed by other parcels of land in the same zoning district, and would work an unnecessary hardship.	Yes	The non-conforming lot is of no fault of the property applicant and not allowing a variance would deprive the applicant of rights and privileges that have been granted to similar parcels throughout the area.
Grant of variance is the minimum variance that will make possible the reasonable use of the parcel of land, building or structure.	Yes	Only the minimum variance needed to accommodate for improvements has been requested.
Grant of variance will be generally consistent with the purposes, goals, objectives, and policies of the comprehensive plan and this Code and will not adversely affect adjacent land.	yes	Is consistent with planners goals and long term objectives.

Prepared by and return to:

Tina Batayeh

One Real Title of Florida, LLC

350 Lincoln Road

Floor 2, Suite 351

Miami Beach, FL 33139

(786) 400-2539

File No 2025-ORTFL-108

Parcel Identification No 178302-0000

[Space Above This Line For Recording Data]

WARRANTY DEED

(STATUTORY FORM – SECTION 689.02, F.S.)

This indenture made the **23rd day of December, 2025**, between **Robby William Morris, Individually and as Successor Trustee of Morse Trust u/a/d dated August 28, 2003**, whose post office address is **539 Chalmers Row, Rock Hill, SC 29732**, of the County of **York, South Carolina**, Grantor, to **LAS Holdings LLC, a Florida Limited Liability Company**, whose post office address is **637 South Pokeberry Place, Jacksonville, FL 32259**, of the County of **St. Johns, Florida**, Grantee:

Witnesseth, that said Grantor, for and in consideration of the sum of TEN DOLLARS (U.S.\$10.00) and other good and valuable considerations to said Grantor in hand paid by said Grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said Grantee, and Grantee's heirs and assigns forever, the following described land, situate, lying and being in Duval, Florida, to-wit:

Lot 8, Block 4, Ocean Forest, Unit 1, according to the plat thereof, as recorded in Plat Book 25, Page 28, in the Current Public Records, Duval County, Florida.

Grantor warrant that at the time of this conveyance, the subject property is not the Grantor's homestead within the meaning set forth in the constitution of the State of Florida, nor is it contiguous to or a part of a homestead property. Grantor's residence and homestead address is: 539 Chalmers Row, Rock Hill, SC 29732.

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

Subject to taxes for 2025 and subsequent years, not yet due and payable; covenants, restrictions, easements, reservations and limitations of record, if any.

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

And Grantor hereby covenant with the Grantee that the Grantor is lawfully seized of said land in fee simple, that Grantor have good right and lawful authority to sell and convey said land and that the Grantor hereby fully warrant the title to said land and will defend the same against the lawful claims of all persons whomsoever.

In Witness Whereof, Grantor have hereunto set Grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

Morse Trust u/a/d dated August 28, 2003

Robby William Morris

By: _____

Robby William Morris, Individually and as Successor Trustee

Cindy Rivera

WITNESS _____

PRINT NAME: Cindy Rivera

Dionis Aragon

WITNESS _____

PRINT NAME: Dionis Aragon

1873 NW 22 PI Miami, FL 33125

WITNESS 1 ADDRESS

13740 sw 42 terr Miami, FL 33175

WITNESS 2 ADDRESS

STATE OF FLORIDA

COUNTY OF Miami-Dade

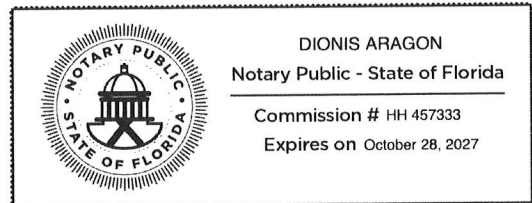
The foregoing instrument was acknowledged before me by means of () physical presence or (✓) online notarization, this 23rd day of December, 2025, by Robby William Morris, Individually and as Successor Trustee of Morse Trust u/a/d August 28, 2003 dated August 28, 2003, () who is/are personally known to me or (✓) who has/have produced Drivers Llc as identification.

Dionis Aragon

Signature of Notary Public

Dionis Aragon

Print, Type/Stamp Name of Notary



Notarized remotely online using communication technology via Proof.

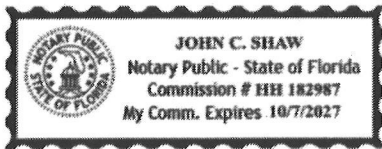
Third Party Authorization

Ryan Wetherhold is hereby authorized by the undersigned, being the owner of the following parcel:
1823 Sable Palm Ln, Jacksonville Beach, Florida
to speak on behalf of LAS Holdings for the following hearing(s).

**City of Jacksonville Beach:
Variance Application/Board of Adjustment - X**

Signature of Property Owner Anthony Simonetta as manager

Print Name Anthony Simonetta 12/23/2025



PUBLIC NOTICE

The Board of Adjustment for the City of Jacksonville Beach, Florida will meet and hold a public hearing on **Wednesday, January 21, 2026, at 6:00 p.m.** in the **City Council Chambers**, located at **11 North 3rd Street**, Jacksonville Beach, Florida to consider the following development permit applications for a variance from the requirements of the Land Development Code

BOA#25-100096 Section(s): 34-611(e)(1)(c)(2), for a side yard setback of 8.2 feet in lieu of 10 feet, for a new bathroom addition, to an existing single-family home, located at **property addressed 816 N 10th St RE# 177376-0000, legally described as Lot 8, Block 2, Palm Courts**

BOA#25-100097 Section(s): 34-611(e)(1)(c)(3), for a rear yard setback of 29.4 feet in lieu of 30 feet, and 34-611(e)(1)(c)(2), for a side yard setback of 7.5 feet in lieu of 10 feet, for a master bedroom addition, to an existing single-family home, located at **property addressed 2056 N 10th St RE# 174768-0000, legally described as Lot 13, Seagate Terrace**

BOA#25-100098 Section(s): 34-611(e)(1)(c)(2), for a northerly side yard setback of 7.3 feet in lieu of 10 feet, 34-611(e)(1)(c)(2), for a southerly side yard setback of 5 feet in lieu of 10 feet, and 34-611(e)(1)(e), for maximum lot coverage for primary structure and required driveway of 38.5% in lieu of 35%, for construction of a new single-family home, located at **property addressed 2804 S 2nd St RE# 180690-0000, legally described as Lot 14 & 15, Block 24, Atlantic Shores Unit NO. 1 replat**

BOA#25-100099 Section(s): 34-611(e)(1)(c)(2), for side yard setbacks of 7 feet and 8 feet in lieu of 10 feet, for construction of a new single-family home, located at **property addressed 1823 Sable Palm Ln RE# 178302-0000, legally described as Lot 8, Block 4, Ocean Forest Unit 1**

These applications are on file with the Planning and Development Department, City Hall, 11 North 3rd Street, and are open to public review during regular business hours.

Board of Adjustment
City of Jacksonville Beach
NOTICE

If you are a person with a disability who needs an accommo-

...ation to participate in a meeting, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the ADA Coordinator by phone 904-712-6297 or submit an Accommodation Request to the ADA Coordinator as far in advance of the meeting as possible; preferably 7 days but no less than 2 business days, before the meeting. If you are hearing or voice impaired, please call Florida Relay at 711 for assistance.

In accordance with Section 286.0114, Florida Statutes, any member of the public may attend a public hearing and can be heard on any matter presented before the Agency. Anyone who wishes to provide live public comment should complete a "Speaker Request Card" and submit it to the recording secretary prior to the beginning of the meeting. These forms are available at the entrance of the City Council Chambers for your convenience. Speakers will be called to address the Agency when specified items are under consideration and will be limited to a maximum of three minutes or less, at the discretion of the presiding officer.

Alternatively, written public comment may be submitted in advance and must include the following: (1) First Name; (2) Last Name; (3) Address; (4) Public Hearing Date; (5) Specific Agenda Item(s); and (6) Comments. Written public comments may be submitted by one of the following options: (1) Email to the Agency Administrator at planning@jaxbchfl.net; (2) Postal mail to Community Redevelopment Agency Administrator - Public Comment, 11 3rd Street North, Jacksonville Beach, FL 32250; or (3) Drop off in-person to Planning and Development at City Hall. Written comments that include all required information and are received 24 hours in advance of the meeting will be made part of the record. All comments received are public record.

In accordance with Section 286.0105, Florida Statutes, any person desirous of appealing any decision reached at this meeting may need a record of the proceedings. Such person may 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 based.

Jan. 8 00 (26-00205D)

STATE OF FLORIDA,

S.S.

COUNTY OF DUVAL,

Before the undersigned authority personally appeared Nichol Stringer, who on oath says that she is the Publisher's Representative of the JACKSONVILLE DAILY RECORD, a weekly newspaper published at Jacksonville, in Duval County, Florida; that the attached copy of advertisement, being a Public Notice

in the matter of BOA#25-100096, BOA#25-100097, BOA#25-100098, and BOA#25-100099

in the Court, was published in said newspaper by print in the issues of 1/8/26.

Affiant further says that the JACKSONVILLE DAILY RECORD complies with all legal requirements for publication in Chapter 50, Florida Statutes.

*This notice was published on both jaxdailyrecord.com and floridapublicnotices.com.

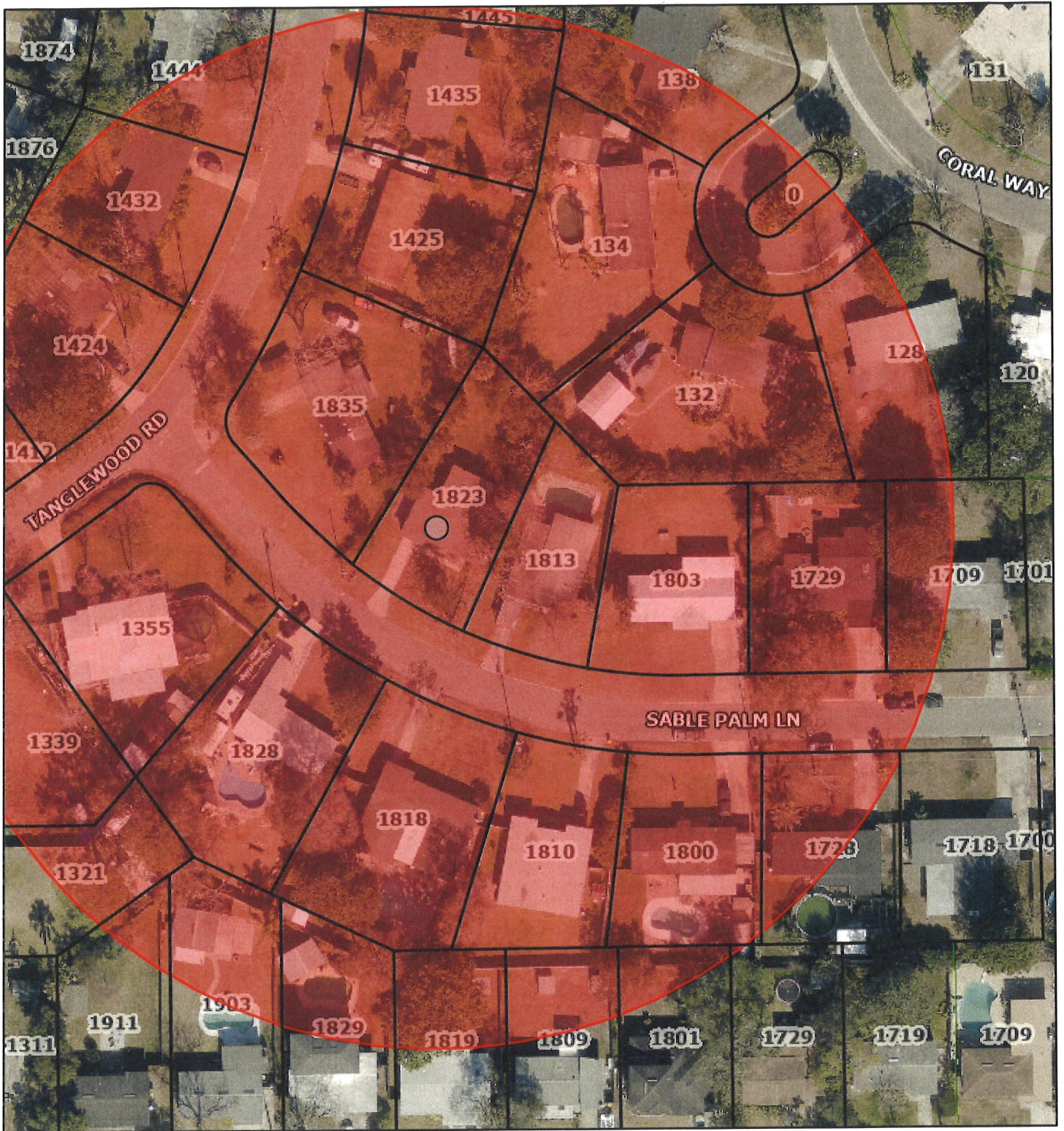
Nichol Stringer

Sworn to and subscribed before me this 8th day of January, 2026 by Nichol Stringer who is personally known to me.

RHONDA L FISHER
NOTARY PUBLIC
STATE OF FLORIDA
NO. HH 599731
MY COMMISSION EXPIRES OCT. 03, 2028

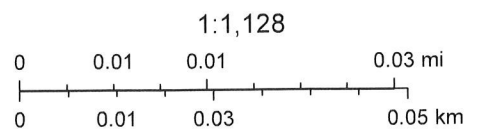
Seal

Notary Public, State of Florida



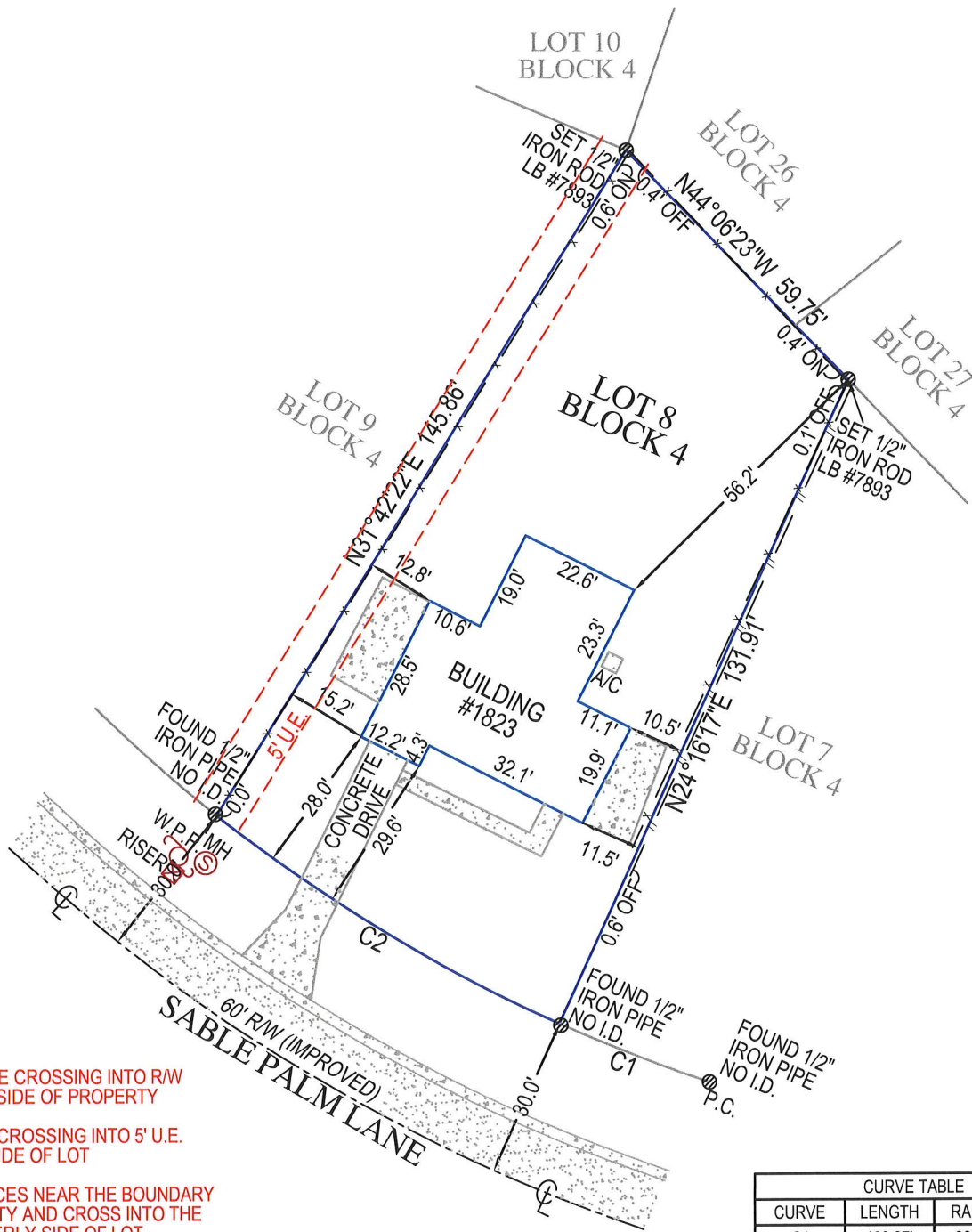
January 8, 2026

 Parcels



BOUNDARY SURVEY

SCALE
1"=30'



SURVEY NOTES
CONCRETE DRIVE CROSSING INTO RW
ON SOUTHERLY SIDE OF PROPERTY

CONCRETE PAD CROSSING INTO 5' U.E.
ON WESTERLY SIDE OF LOT

THERE ARE FENCES NEAR THE BOUNDARY
OF THE PROPERTY AND CROSS INTO THE
5' U.E. ON WESTERLY SIDE OF LOT.

U.E. - UTILITY EASEMENT
W.P.P. - WOOD POWER POLE

CURVE TABLE			
CURVE	LENGTH	RADIUS	DELTA
C1	130.27'	302.99'	24°38'02"
C2	75.19'	302.99'	14°13'07"

PAGE 2 OF 2 PAGES
(NOT COMPLETE WITHOUT PAGE 1)

SURVEY NUMBER:
725122

GENERAL NOTES:

- 1) LEGAL DESCRIPTION PROVIDED BY OTHERS
- 2) THE LANDS SHOWN HEREON WERE NOT ABSTRACTED FOR EASEMENTS OR OTHER RECORDED ENCUMBRANCES NOT SHOWN ON THE PLAT.
- 3) UNDERGROUND PORTIONS OF FOOTINGS, FOUNDATIONS OR OTHER IMPROVEMENTS WERE NOT LOCATED.
- 4) WALL TIES ARE TO THE FACE OF THE WALL AND ARE NOT TO BE USED TO RECONSTRUCT BOUNDARY LINES.
- 5) ONLY VISIBLE ENCROACHMENTS LOCATED.
- 6) DIMENSIONS SHOWN ARE PLAT AND MEASURED UNLESS OTHERWISE SHOWN.
- 7) FENCE OWNERSHIP NOT DETERMINED.
- 8) ELEVATIONS INDICATED HEREON ARE IN FEET AND DECIMALS REFERENCED TO N.A.V.D. 1988
- 9) THIS SURVEY HAS BEEN COMPLETED FOR A MORTGAGE TRANSACTION, ITS SCOPE IS LIMITED TO THE DETERMINATION OF TITLE DEFICIENCIES. NO DESIGN OR CONSTRUCTION SHALL BE BASED UPON THIS SURVEY WITHOUT APPROVAL FROM TARGET SURVEYING PRIOR TO SUCH USE. TARGET SURVEYING ASSUMES NO RESPONSIBILITIES FOR ERRORS RESULTING FROM FAILURE TO ADHERE TO THIS CLAUSE.
- 10) IN SOME INSTANCES, GRAPHIC REPRESENTATIONS HAVE BEEN EXAGGERATED TO MORE CLEARLY ILLUSTRATE RELATIONSHIPS BETWEEN PHYSICAL IMPROVEMENTS AND/OR LOT LINES. IN ALL CASES, DIMENSIONS SHALL CONTROL THE LOCATION OF THE IMPROVEMENTS OVER SCALED POSITIONS.



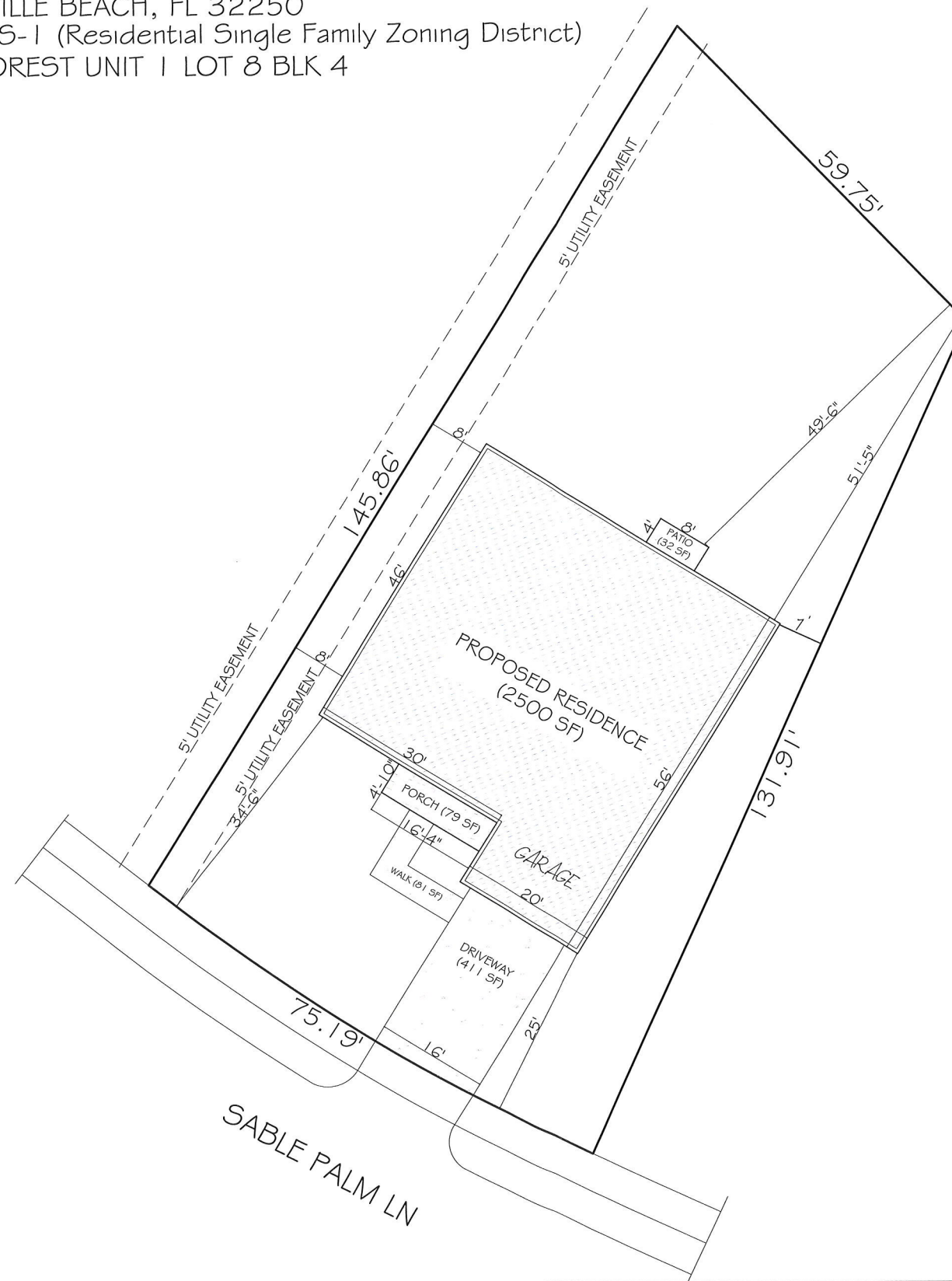
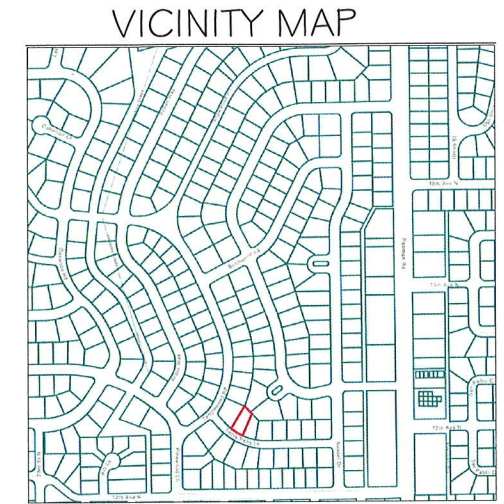
**TARGET
SURVEYING, LLC**

LB #7893

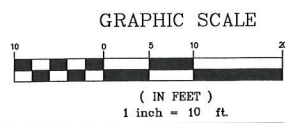
SERVING FLORIDA
6250 N. MILITARY TRAIL, SUITE 102
WEST PALM BEACH, FL 33407
PHONE (561) 640-4800
STATEWIDE PHONE (800) 226-4807
STATEWIDE FACSIMILE (800) 741-0576
WEBSITE: <http://targetsurveying.net>

SITE PLAN

LOCATION: 1823 SABLE PALM LN, JACKSONVILLE BEACH, FL 32250
 PARCEL ID: 178302 0000 / ZONING CODE: RS-1 (Residential Single Family Zoning District)
 LEGAL DESCR.: 25-28 38-25-29E OCEAN FOREST UNIT 1 LOT 8 BLK 4



LOT COVERAGE	
PROPOSED RESIDENCE	- 2500 SF
PROPOSED PORCH	- 79 SF
PROPOSED PATIO	- 32 SF
PROPOSED DRIVEWAY	- 411 SF
PROPOSED WALK	- 81 SF
TOTAL	- 3103 SF
LOT COVERAGE (%)	- 33.54 %



SHEET TITLE
SITE PLAN

LOT OWNER:
 LAS HOLDINGS LLC

DEEN'S CONSULTS
 Architects, Planners & Project Managers
 ISMAILAOTU@GMAIL.COM

LOT AREA: 0.21 Ac (9,253 SF)

ARCHITECT	Deen's consult
DRAWN	Deen's consult
CHECKED BY	Deen's consult
SCALE: 1" = 22'	DATE: 12-23-2025

SHEET NO.
001



MEMORANDUM	
TO:	Board of Adjustment
FROM:	Planning and Development Department
DATE:	January 21, 2026
SUBJECT:	Organizational Meeting Date

Board Members,

Per the adopted bylaws, the Board is required to hold one organizational meeting a year. The meeting is required for the election of the Chair and Vice Chair, as well as any other changes to the bylaws as needed.

The bylaws also state the Board will vote to set the day and time for their organizational meeting. The vote for the meeting day and time will be held and include all full Board members and Alternates in attendance. Nothing in the bylaws require the organizational meeting to be a special meeting, therefore the destination of an existing meeting on the annual calendar as the Organizational Meeting is acceptable and encouraged. Please see the following Bylaws citations for reference.

G. Officers; Quorum.

- 1) *Chair and vice-chair.* At an annual organizational meeting, which is set by the Board Bylaws, the members of the Board shall elect a chair and vice-chair from among its members. The chair and vice-chair's term shall be for one (1) year. No member shall serve as chair for more than two (2) consecutive terms. The chair shall be in charge of all proceedings before the Board and shall take such action as shall be necessary to preserve order and the integrity of all proceedings before the Board. In the absence of the chair, the vice-chair shall act as chair.

H. Establishing a Regular Meeting Schedule.

- 4) *Changes to Meeting Days, Times, and Frequency.* If the Board chooses to amend their calendar, frequency, or time of meetings, it shall be done by a roll call vote and a majority of the Board members and alternate members in attendance.
- 6) *Organizational Meeting.* The Board shall set the date and time for their annual organizational meeting, where elections for chair and vicechair will be held, as well as any changes or amendments to the Board Bylaws or rules and procedures.