



## **ARB Meeting Minutes**

The meeting was held on Thursday, March 29, 2018 at 9:00am MacArthur YMCA Hangtime Room. Attending ARB Members: John Cotner (Town Architect), Michelle Nielson, Linda Johns, Jack Stumpff. Rusty Footlik was hospitalized and not in attendance.

A quorum was present and the meeting was called to order at 9:02am with Jack Stumpff as acting chairman.

The minutes of the previous meeting were reviewed and approved with the comment that shortly after the meeting the elevation of one Riverside Home was modified and approved by an email vote and the members requested the minutes have a notation added to reflect this change.

### **OLD BUSINESS**

**Holy Trinity Anglican Church School (HTAC) project.** The design and site plan of this project was the sole topic of discussion at the meeting. A letter dated February 21, 2018 from Jon Lasserre, Esq, representing HTAC had previously been distributed to the ARB members.

It was acknowledged that the acceptance of the design of the proposed structures had previously been approved and the efforts to conform the design to the appearance of Amelia Park and mirror elements of the church are appreciated. It was acknowledged that the ARB has limited authority in the approval of the site plan.

After considerable discussion of various elements of the site plan, the ARB agreed with the written comments submitted by Rusty Footlik in advance of the meeting that site plan approval is subject to the following comments and conditions:

- The submission of a landscape plan for ARB review at least 60 days to installation and include plans for refurbishment of buffer areas impacted by utilities and sidewalks as well as sidewalks to the classrooms.
- The acceptance of parking lot light locations, fence location and detail, and two monument sign detail and locations at vehicular entrances.
- The need for field verification by the ARB of the general location of the sidewalk and the storm sewer realignment through the School Street buffer, which appear acceptable.

The discussion centered mostly on concerns as to safety and security. Both the maximum student population of 275 as determined by the application of city classroom capacity standards and the intended daily walking of students from the school to the church and back, perhaps multiple times, raise concerns about safety and security of the students (especially

while crossing the intersection of Park Street and School Street and with their proximity to a pond or lake while making the walk between the school and the church) as well as liability for Amelia Park as they walk past a lake.

The capacity of the vehicular drop-off/pick-up area was also a topic of discussion. It was determined that the area is capable of 25-30 cars at a time. The current student enrollment in classes held in the church is 45 students and about 20 cars arrive daily to transport these students or about two students per car. HTAC has indicated an initial student enrollment of about 90-100 students, which would equate to about 40-50 cars for drop-off and pick-up. The designed vehicular drop-off area should accommodate this level of vehicles in about 15 minutes. While a maximum student population of 275 could be accommodated in the classrooms, this level of student population would result in about 130+ vehicles and would overwhelm the drop-off area forcing either traffic back-ups on Citrona or the use of the Hometown Street entrance or drop-offs on School Street or some combination of these three and will likely create vehicular traffic safety issues.

Jack Stumpff raised the issue of security, citing the recent Marjory Stoneman Douglas High School Public Safety Act. One focus of the act is to provide a security perimeter to keep student secure within the boundaries of the school. However, the HTAC school project takes the approach of having students walk between the school and the non-contiguous church, which appears to be contrary to the statute and exposes the students to a potential security problem. Making the school self-contained by having a chapel or a space sanctified to be used as a chapel on the grounds of the school and setting a maximum student enrollment geared to the support functions of vehicular drop-off/pick-up would mitigate these concerns. But HTAC has not been amendable to either of these proposals so it will be the city's determination on safety and security that will determine if these issues are addressed. Father Cunningham was present at the meeting and reaffirmed that HTAC would not consider an on-site religious service capability at the school.

The ARB acknowledged that safety and security concerns are within the purview of the City of Fernandina Beach Technical Review Committee (TRC). At this juncture and upon a motion by Michelle Nielson, seconded by Linda Johns and favorably voted on by Michelle, Linda and Jack Stumpff, with John Cotner abstaining due to his conflict of interest through his representation of HTAC, it was agreed that Jack Stumpff would draft an approval letter for the project that would also address the safety and security issues for consideration by the TRC.

At 10:10 and upon motion of Michelle Nielson, seconded by Linda Johns and unanimously approved, the meeting was adjourned.

**Next scheduled ARB meeting:** Thursday, April 26, 2018 in the YMCA Hangtime Room