

January 20, 2018 PARB Meeting Minutes
YMCA Conference Room - 9:00 AM

Committee Members Attending: Magda Sossa, Debra Branton, Ricky Shook, Debra Branton, Wayne Haley, Rusty Footlik (Acting Chairperson)

Quorum established to conduct meeting.

OLD BUSINESS DISCUSSION –

- (1.) 1889 Floyd Street - Owner request approval of planter box installed along alleyway without prior approval by PARB has been tabled until further review of community-wide rules and regulations regarding installation of improvements and obstructions at alleyway entrances.
- (2.) Ongoing review of proposed changes/updates to existing PARB Guidelines, Procedures and Application form. Meeting to review guideline changes set up for February 3rd, 2 – 4pm at the YMCA.
- (3.) Ongoing review of property owner's maintenance violations and process for notification.

NEW BUSINESS DISCUSSION -

- (1.) 1703 McArthur St. – Owner request to reroof home due to damage from Hurricane Irma approved as submitted.
- (2.) 1709 Lake Park Dr. – Owner request to refurbish front yard landscaping disapproved due to insufficient information provided. Owner to be provided examples of acceptable landscape plan.
- (3.) 1509 Lake Park Dr. – Owner request to remove tree in side yard area withdrawn. Tree to be trimmed instead of removed.
- (4.) 1817 Neighbor St. – Owner request to install gutters and downspouts for drainage control approved as submitted.
- (5.) 1525 Lake Park Dr. – Owner request to reroof home due to damage from Hurricane Irma approved as submitted.
- (6.) 1769 S. 15th St. – Owner request to install gutters and downspouts withdrawn by owner.
- (7.) 1516 Gardenia St. - Owner request to reroof home due to damage from Hurricane Irma on hold pending submittal of plans to PARB.
- (8.) 1736 S. 15th St. – Owner request to install landscaping in side yard area approved as submitted.
- (9.) 1601 Lake Park Dr. – Owner request to remove tree in side yard area approved subject to obtaining tree removal permit from City of Fernandina Beach.

Next scheduled meeting to be on February 17, 2018 between 9:00 & 11:00 AM in the YMCA's Hangtime Room.

Rusty Footlik – Acting PARB Chairperson

February 22 , 2018 PARB Meeting Minutes
YMCA Hangtime Room - 9:00 AM

Committee Members Attending: Magda Sossa, Debra Branton, Tom Spayde, Mary Ruark, Rusty Footlik (Acting Chairperson)

Quorum established to conduct meeting.

OLD BUSINESS DISCUSSION –

- (1.) 1889 Floyd Street - Owner request approval of planter box installed along alleyway without prior approval by PARB has been tabled until further review of community-wide rules and regulations regarding installation of improvements and obstructions at alleyway entrances.
- (2.) PARB met on February 3rd, 2 – 4pm at the YMCA to review documents affecting PARB reviews that are currently published on the ameliapark.net website to determine which need to be updated, eliminated, or consolidated. The Members focused on what processes and documents the PARB has the responsibility to change, update and execute. Additional documents, primarily relating to Rules and Regulations, were also discussed as needing to be updated. Debra Connelly will present summary of discussion to the Board of Directors for action/direction for these documents.
- (3.) Ongoing review of property owner's maintenance violations and process for notification.

NEW BUSINESS DISCUSSION –

- (1.) 1893 Lake Park Dr. – Owner request to replace front porch screen boards. (approved by PARB via email)
- (2.) 1711 McArthur St. – Owner request to install propane tank in side yard previously approved by PARB via email.
- (3.) 1516 Field St. – Owner request to replace sidewalk in new location approved as submitted.
- (4.) 1715 Burnham Lane – Owner request to repaint foundation and chimney approved subject to using same color. Request to install front walkway pavers approved as submitted.
- (5.) 1516 Gardenia St. - Owner request to reroof home due to damage from Hurricane Irma approved as submitted.
- (6.) 1573 Park Ave. – Owner request to reroof townhome due to damage from Hurricane Irma previously approved by PARB via email.
- (7.) 1754 S. 15th St. – Owner request to install fence in rear yard on hold pending submittal of fence detail.
- (8.) 1525 Field St. – Owner request to repaint home and install front porch railing approved as submitted.
- (9.) 1793 Heather St. – Owner request to repaint front door approved as submitted.

(10.) 1563 Olmsted Lane – Owner request to remove two trees due to damage to home on hold pending review by arborist.

(11.) 1711 Park Ave. – Owner request to repaint home, replace exterior lights and remove front porch railings approved as submitted.

(12.) 1713 Lake Park Dr. – Owner request to install handrail at front steps deferred to ARB for review.

(13.) 1613 Park Ave. – Owner request to install trash and recycle bin enclosure along driveway on hold pending review of options that would also be compatible with all townhome units.

Next scheduled meeting to be on March 17, 2018 between 9:00 & 11:00 AM in the YMCA's South Conference Room.

Rusty Footlik – Acting PARB Chairperson



**March 17, 2018 PARB Meeting Minutes
YMCA South Conference Room - 9:00 AM**

Committee Members Attending: Mary Ruark, Rick Shook, Wayne Haley, Debra Connelly, Rusty Footlik (Acting Chairperson)

Quorum established to conduct meeting.

OLD BUSINESS DISCUSSION –

(1.) 1889 Floyd Street - Owner request approval of planter box installed along alleyway without prior approval by PARB has been tabled until further review of community-wide rules and regulations regarding installation of improvements and obstructions at alleyway entrances.

NEW BUSINESS DISCUSSION –

- (1.) 1715 Burnham Lane – Owner request to install plants in yard approved as submitted.
- (2.) 1851 Perimeter Park – Owner request to remove tree in side yard approved with condition that replacement tree be planted – East Palatka tree recommended. City tree removal permit required.
- (3.) 1605 Lake Park Dr. – Owner request to install handrails at front stairs approved with either two side railings or one center railing.
- (4.) 1761 S. 15th St. – Owner request to remove/trim trees on hold pending review by arborist.
- (5.) 1569 Park Ave./Common Area 23 – Owner request for tree trimming/removal in side yard and adjacent common area approved. Tree trimming and removal costs by owner. City tree removal permit required for two trees 5” diameter or greater.
- (6.) 1525 Field St. – Owner request to install landscaping in front yard area approved as submitted.
- (7.) 1817 Neighbor St. – Owner request to replace front porch floor with composite deck material approved as submitted.
- (8.) 1702 Park Ave. – Owner request to install walkway pavers on Gardenia St. disapproved due to close proximity of existing paver walk.
- (9.) 1714 Park Ave. – Owner request to install retractable screen door at front and back entries approved as submitted.
- (10.) 1896 Gardenia St. – Owner request to change body color of home approved as submitted.

Next scheduled meeting to be on April 21, 2018 between 9:00 & 11:00 AM in the YMCA's South Conference Room.

Rusty Footlik – Acting PARB Chairperson

