



P&Z Agenda
February 12th, 2024

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
Monday, February 12th, 2024
City Meeting Room – 74 6th Street
Agenda

Regular Meeting: 6:00 PM

1. Approval of January 8th, 2024 meeting minutes.
2. Review, Discussion and Decision for Demolition. **(R-1) (Historic District) @ 142 9th Street**, Block 72 Lot 1. For Justin Joseph - Owner; Contractor: TBD
3. Review, Discussion and Decision for Certificate of Appropriateness & Sign. **(C-1) (Historic District) @ 129 Commerce Street A**, Block F Lot ½ 11 & 20' of 12. For Howe Holdings, LLC/ Wild Herb Soap Co -Owner; Contractor: NA
4. Review, Discussion and Decision for Certificate of Appropriateness & Sign. **(C-1) (Historic District) @ 41 Commerce Street**, Block C Lot 20' of 15 & 16. For Steve Watkins/Donia Smith -Owner; Contractor: NA
5. Review, Discussion and Decision for Certificate of Appropriateness & Pervious Pavers. **(R-1) (Historic District) @ 59 Avenue C**, Block 10 Lots 9-10. For William Barnes -Owner; Contractor: Fred Bass
6. Review, Discussion and Decision for Certificate of Appropriateness & Driveway. **(R-1) (Historic District) @ 146 Bay Avenue**, Block 197 Lots 1-5. For Loren & Alicia Batzloff - Owner; Contractor: TBD
7. Review, Discussion and Decision for Certificate of Appropriateness & Addition. **(R-1) (Historic District) @ 30 8th Street**, Block 35 Lot 3. For John & Mary Helms -Owner; Contractor: Poloronis
8. Review, Discussion and Decision for Certificate of Appropriateness, Accessory Structure, & Fence. **(R-1) (Historic District) @ 114 Coach Wagoner**, Block 93 Lot 5. For David Fowlkes -Owner; Contractor: Self

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9. Review, Discussion and Decision for Accessory Structure. **(R-2) @ 103 Earl King Street**, Block 144 Lots 4-5 & Block 206 Lot 1. For Jeff Lockley -Owner; Contractor: Tool Time
10. Review, Discussion and Decision for New Construction. **(R-2) @ 56 23rd Avenue**, Block 266 Lots 14-15. For Tom Vieth -Owner; Contractor: Self
11. Review, Discussion and Decision for Certificate of Appropriateness & New Construction. **(R-1) (Historic District) @ 109 16th Street**, Block 100 Lots ½ 7 & 8. For Dane & Nancy Clemons -Owner; Contractor: Clifton Renn
12. Review, Discussion and Decision for Certificate of Appropriateness & New Construction. **(R-1) (Historic District) @ 94 Bay Avenue**, Block 193 Lots 1-5. For Sarah Polow -Owner; Contractor: TBD
13. Review, Discussion and Decision for Certificate of Appropriateness & Permeable Deck. **(C-1) (Historic District) @ 121 Market Street**, Block F-2 Lots 14 & ½ 15. For Jason O'Steen - Owner; Contractor: TBD

Other/New Business:

- City Planner would like to suggest a workshop at 5:30 preceding the March 11th P&Z regular meeting to go over the Planning & Zoning Board's role and responsibilities with the City Attorney and City Manager. This could also include a Q&A for the Planning & Zoning Board Members to ask any zoning or situational questions they might have.

Outstanding/Unresolved Issues:

- N/A

Motion to adjourn the meeting.



Minutes

January 8th, 2024

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
Monday, January 8th, 2024
Community Center - 1 Bay Avenue
Minutes

Attendance: Myrtis Wynn, Lee McLemore, Bobby Miller, Elizabeth Milliken, & Joe Taylor

Regular Meeting: 6:00 PM

1. Approval of December 11th, 2023 meeting minutes.
 - **Motion to approve by Lee McLemore; 2nd by Bobby Miller. All in favor – motion carried.**
2. Review, Discussion and Decision for Accessory Structures. **(R-2) @ 275 Avenue M**, Block 143 Lots 1-2. For Greg Krivonak & Bonnie Gauthier -Business; Contractor: Self
 - **Motion to approve by Lee McLemore; 2nd by Elizabeth Milliken. All in favor – motion carried.**
3. Review, Discussion and Decision for Sign. **(R-2) @ 192 Coach Wagoner Blvd**, Block 137. For Forgotten Coast Fitness -Owner/Business; Contractor: N/A
 - **Motion to approve by Elizabeth Milliken; 2nd by Lee McLemore. All in favor – motion carried.**
4. Review, Discussion and Decision for Certificate of Appropriateness & Fence. **(R-1)(Historic District) @ 189 Avenue G**, Block 101 Lot 1. For Brendan Pagliaro & Rebekah Keller - Owner; Contractor: Self
 - **Motion to approve by Bobby Miller; 2nd by Myrtis Wynn. All in favor – motion carried.**
5. Review, Discussion and Decision for Certificate of Appropriateness & Accessory Structure. **(R-1)(Historic District) @ 194 11th Street**, Block 150 Lot 4. For Noble & Danielle Davidson - Owner; Contractor: Self
 - **Motion to approve by Bobby Miller; 2nd by Lee McLemore. All in favor – motion carried.**

CITY OF APALACHICOLA
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Minutes

6. Review, Discussion and Decision for Certificate of Appropriateness & Accessory Structure. (R-1)(Historic District) @ 115 10th Street, Block 70 Lots 6-7. For Mike Roseberry -Owner; Contractor: Self
- Motion to approve by Lee McLemore; 2nd by Myrtis Wynn. All in favor – motion carried.
7. Review, Discussion and Decision for Certificate of Appropriateness & Accessory Structure. (R-1)(Historic District) @ 194 10th Street, Block 157 Lots 3-4. For Ann & Doug Rauscher-Owner; Contractor: Construct Group SE Inc
- Motion to approve with contingency that 1/8 spacing be maintained between boards and inspected upon completion by Lee McLemore; 2nd by Elizabeth Milliken. All in favor – motion carried.
8. Review, Discussion and Decision for Accessory Structure (Concrete). (R-2) @ 169 22nd Avenue, Block 245 Lots 26-30. For Michele Seawright -Owner; Contractor: Self
- Motion to approve contingent upon removal of hardscape items listed in the application and shown in the application materials by Bobby Miller; 2nd by Lee McLemore. All in favor – motion carried.

Other/New Business:

- N/A

Outstanding/Unresolved Issues:

- N/A

Motion to adjourn the meeting by Elizabeth Milliken – meeting adjourned.

Minutes Approved by Chair, Joe Taylor:



Demolition
142 9th Street

CITY OF APALACHICOLA CERTIFICATE OF APPROPRIATENESS APPLICATION		Official Use Only
<div style="display: flex; justify-content: space-between;"> <div> <p>Application # _____</p> <p>City Representative _____</p> <p>Date Received <u>11/13/23</u></p> <p>Meeting: <u>3/12</u></p> </div> </div>		
OWNER INFORMATION	CONTRACTOR INFORMATION	
<p>Owner: <u>Justin Joseph</u></p> <p>Address: <u>142 9th St</u></p> <p>City: <u>Apalachicola</u> State: <u>FL</u> Zip: <u>32320</u></p> <p>Phone: <u>(850) 905-6831</u></p>	<p>Contractors Name: <u>TBD</u></p> <p>State License # _____ City License # _____</p> <p>Email Address _____</p> <p>Phone (____) _____</p>	
<p>Approval Type: <input type="checkbox"/> Staff Approval Date: _____ <input type="checkbox"/> Board Approval <input type="checkbox"/> Board Denial Date: _____</p> <p>*Reason for Denial: _____</p>		
PROJECT TYPE		
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><input type="checkbox"/> New Construction</p> <p><input type="checkbox"/> Addition</p> <p><input type="checkbox"/> Alteration/Renovation</p> <p><input type="checkbox"/> Relocation</p> <p><input checked="" type="checkbox"/> Demolition</p> </div> <div style="width: 45%;"> <p><input type="checkbox"/> Fence</p> <p><input type="checkbox"/> Repair (Extensive)</p> <p><input type="checkbox"/> Variance</p> <p><input type="checkbox"/> Other _____</p> </div> </div>		
<p>PROPERTY INFORMATION:</p> <p>Street Address: <u>142 9th St</u> City & State: <u>Apalachicola FL</u> Zip: <u>32320</u></p> <p><input checked="" type="checkbox"/> Historic District <input type="checkbox"/> Non-Historic District Zoning District: <u>R1</u></p> <p>Parcel #: <u>01-095-08W-8330-0072-0010</u> Block(s): <u>72</u> Lot(s): <u>1</u></p> <p>FEMA Flood Zone/Panel #: _____ (For AE, AO, AH or VE Please complete attached Flood Application)</p>		
OFFICIAL USE ONLY		
<p>Setback requirement of Property:</p> <p>Front: _____ Rear: _____ Side: _____ Lot Coverage: _____</p> <p>Water Available: _____ Sewer Available: _____ Taps Paid: _____</p>		<p>This development request has been approved for zoning, land use, and development review by the City of Apalachicola and a building permit is authorized to be issued.</p> <p>Certificate of Appropriateness Approval:</p> <p>_____ Chairperson, Apalachicola Planning & Zoning Board</p>

NOTE: This is a conceptual approval through the City based on our Land Development Code (LDC). Please be aware that other documentation may be required by the Building Official contracted to handle the City of Apalachicola Building Permits.

- 3 months of advertisements,
signage, etc.

Bree Robinson

City Planner

850.323.0985 / brobinson@cityofapalachicola.com

- On FMSF list

- jessie.cameron83
@ gmail.com

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

Demo

Project Scope	Manufacturer	Product Description	FL Product Approval #
Siding			
Doors			
Windows			
Roofing			
Trim			
Foundation			
Shutters			
Porch/Deck			
Fencing			
Driveways/Sidewalks			
Other			

CERTIFICATION

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s), and legal description(s) is(are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the City of Apalachicola and the Permitting and Community and Economic Development Office to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report (if applicable) will be available on the City's website approximately one week before the scheduled Planning and Zoning Board Meeting.
5. I/We understand that the approval of this application by the Planning and Zoning Board or staff in no way constitutes approval of a Building Permit for construction from the City of Apalachicola Community and Economic Development Office.
6. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the PZB before work commences on those changes. There will be no charge for the revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and additional fees/penalties.
7. I/We understand that any decision of the PZB may be appealed to the City Commission. Petitions to appeal shall be presented within thirty (30) days after the decision of the PZB; otherwise the decision of the PZB will be final.
8. I/We understand that a Certificate of Appropriateness is only valid for one year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.
9. I/We understand that the COA is hereby made to obtain a permit to do work and installation as indicated. I certify that all work will be performed to meet standards of all laws regulating construction in this jurisdiction.
10. I/We understand that separate permits are required for Electrical, Plumbing, Mechanical, and Roofing Work.
11. I/We understand that there will be no issuance of a COA without the property owner obtaining Homeowner's Association approval (if required) prior to the PZB Meeting and/or before the beginning of any work and in no way authorizes work that is in violation of any association rule or regulation.

11/14/23
DATE


SIGNATURE OF APPLICANT

BUILDING PERMIT APPLICATION CHECKLIST

- ___ 1. Approval From City Planning & Zoning Board
- ___ 2. Complete Building Permit Application
- ___ 3. 2 COMPLETE SETS OF PLANS INCLUDING:
 - Site plan
 - Final Site Plan(New Construction)-Stormwater Mgt.
 - Signed/Sealed Structural Drawings
 - Wall section foundation through the roof
 - Elevations
 - Floor Plan
 - Fire Protection
 - Drawn to scale
- ___ 4. Contractor Information
 - *License
 - *Photo ID of License Holder
 - *COI: Workers Comp/General Liability
 - *Letter of Authorization
- ___ 5. Contract/Scope of Work
- ___ 6. Energy Forms
- ___ 7. Notice of Commencement on all permits of \$2500 or more
- ___ 8. Flood Elevation Certificate
- ___ 9. Fill permit application
- ___ 10. Floodplain Management Application (if not in flood zone X)
- ___ 11. Water/Sewer Impact Fees Receipt (if applicable)

Justin Joseph
Applicant

11/14/23
Date

Building Official

Date

Building Department: 850.653.1522 buildingdept@cityofapalachicola.com
(Applications can be found on cityofapalachicola.com)













Certificate of Appropriateness & Sign

129 Commerce Street A



City of Apalachicola Planning & Zoning
Application for Development/Site Plan Approval

Official Use Only

Date Received: 1/17/24
Meeting Date: 2/12/24
Fees Due: 50.00
Date Fees Paid: 1/17/24

OWNER INFORMATION

Owner: HOWE HOLDINGS, LLC
Address: 31 WHITE WAY
City: CARRABELLE State: FL Zip: 32322
Phone: 480-201-9350

CONTRACTOR INFORMATION

Contractor Name: NONE
State License #: _____ City License #: _____
Email: _____
Phone: _____

PROJECT TYPE

- ☐ New Construction
☐ Addition
☐ Alteration/Renovation
☐ Relocation
☐ Demolition

- ☐ Fence
☐ Repair
☐ Variance
☒ Other: Sign
☒ Certificate of Appropriateness

PROPERTY INFORMATION

Street Address (911 Address): 129 COMMERCE ST., STE. A
City & State: APALACHICOLA Zip: 32320 1/2 of 11
Parcel ID #: 01-095-08W-8330-00F1-0110 Block: F-1 Lot: 20' of 12
Zoning District: C2C-1 ☒ Historic District ☒ Non-Historic District
FEMA Flood Zone: _____

OFFICIAL USE ONLY

Certificate of Appropriateness Required? Y/N
Setback Requirements of Property: N/A
Front: _____ Rear: _____ Side: _____
Corner Lot? Y/N
Lot Coverage: N/A
STAFF NOTES/RECOMMENDATIONS:

- meets LDC
- Certificate of Appropriateness
Needed

This development request has been approved for a Certificate of Appropriateness (if applicable), zoning, land use, and development review by the City of Apalachicola Planning & Zoning Board and a building permit is authorized to be issued.

City Staff _____

Date Approved _____

NOTE: This is a conceptual approval through the City based on our Land Development Code (LDC.) Please be aware that other documentation may be required by the Building Official.

AA
Applicant Initial

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

10" X 26" SIGN TO GO ABOVE FRONT ENTRANCE DOORS TO BE HUNG ON EXISTING METAL ARM.

2' X 6' METAL SIGN TO BE HUNG ON METAL FENCING IN FRONT OF SUITE.

1' X 3' WOOD NAME SIGN TO BE GLUED TO END OF BLDG. ALONG WITH THE OTHER STORES SIGNS.

PROJECT SCOPE	MANUFACTURER	PRODUCT DESCRIPTION	FL PRODUCT APPROVAL #
Siding			
Doors			
Windows			
Roofing			
Trim			
Foundation			
Shutters			
Porch/Deck			
Fencing			
Driveways/Sidewalks			
Other SIGNS	SIGN DE-SIGN	METAL SIGNS	

NOTE: Please have a site plan prepared to turn in with your application. At minimum, the site plan needs to contain: a North arrow, surrounding streets, lot lines, lot dimensions, setbacks, current structure dimensions, proposed structure dimensions, fence locations, and fence heights. Applications requiring a Certificate of Appropriateness will also need to submit renderings/elevations of any proposed structures and note the materials proposed. More information may be requested by City Staff.

CERTIFICATION

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel numbers(s), and legal description(s) is(are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the City of Apalachicola to enter onto the property in question during regular business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 business days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report (if applicable) will be available on the City's website approximately one week before the Planning & Zoning Board Meeting.
5. I/We understand that the approval of this application by the Planning & Zoning Board or staff in NO way constitutes approval of a Building Permit for Construction from the City of Apalachicola Community and Economic Development Office.
6. I/We understand that all changes to the approved scope of work stated in a Certificate of Appropriateness or Development Order application have to be approved by the P&Z Board before work commences on those changes. There will be no charge for revisions. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and additional fees/penalties.
7. I/We understand that any decision of the P&Z Board may be appealed to the City Commission within 30 days after the decision by the P&Z Board; otherwise, the decision will be final.
8. I/We understand that a Certificate of Appropriateness is only valid for one year after issuance. They are renewable for six months without cause if requested, and for an additional six months upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documents to City Staff, if needed.
9. I/We understand that P&Z Board approval is permission to obtain a permit for work and installation as indicated. I certify that all work will be performed to meet standards of all laws regulating construction in this jurisdiction.
10. I/We understand that there will be no issuance of a Certificate of Appropriateness without the property owner obtaining Homeowner's Association approval (if required) prior to the P&Z Board Meeting and/or before the beginning of an work and in no way authorizes work that is in violation of any association rules or regulations.

1-17-2024

DATE


SIGNATURE OF APPLICANT

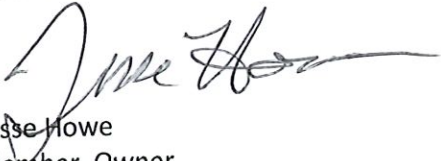
January 5, 2024

City of Apalachicola

Please be advised that I hereby grant Wild Herb Soap Co. permission to install the signs as disclosed on the application to the City of Apalachicola.

Sincerely,

HOWE HOLDINGS LLC

A handwritten signature in black ink, appearing to read "Jesse Howe", with a long horizontal flourish extending to the right.

Jesse Howe
Member, Owner

There are currently NO existing signs for this suite/company on the property.

The signs being designed below will be installed ~~on or after Wednesday, January 10, 2024.~~ *after 2/12/24 PHZ approval + permitting.*

Photos attached with signs superimposed on the photos, along with the sizes.

Signs will be made of polymetal, which is an aluminum with a plastic core.

Below is a sample of the 3 signs from the sign company.



This sign will be attached with metal rings to the metal sign holder that is already existing on the building front above the entrance doors.



This sign will be affixed to the front banister with either heavy duty plastic tie wraps or metal hose clamps.



THIS IS SIDE OF BUILDING.
SIGN WILL BE AFFIXED WITH SCREWS.



Owners, Builders, Developers

PLEASE NOTE:

1. If the proposed development is located within the City's Historic District; a Certificate of Appropriateness from the City's Planning & Zoning Board and Architectural Review Committee is necessary before any permitting can take place.
2. Required site plan elements and the Development Order/Certificate of Appropriateness applications are due 10 BUSINESS DAYS prior to the scheduled monthly meeting (second Monday of each month) of the Planning & Zoning Board.
3. Residential site plan approvals are valid for one year after issuance. If a building permit is not obtained within a year after receiving P&Z approval, the applicant must re-apply and receive P&Z approval again. (Commercial site plan approvals are valid for two years.)
4. After you have received your Planning & Zoning Approval and/or Certificate of Appropriateness, whichever applies, take all development documents to the Building Department at 192 Coach Wagoner Blvd, Apalachicola to apply for your building permit. A P&Z Development Order Application is not a building permit application – there will be building permit forms to fill out. Building permit issuance and all inspections will be coordinated with the Building Department Clerk. Please be advised that additional documentation may be required by the Building Clerk or Building Official. Please email buildingdept@cityofapalachicola.com or call City Hall at (850)653-7592 with any permitting questions.
5. Land Development regulations can be found on the City of Apalachicola website @ www.cityofapalachicola.com.
6. Please note that if any shrubs are planted or any materials (concrete, gravel, etc.) are placed in the City Right of Way that there is a possibility of removal at no expense to the City.

It is our intent to save you time any money in your plan preparation! The City of Apalachicola Planning & Zoning Board is a seven-member citizen board that also sits as the City's Architectural Review Board. Our responsibilities include protecting the historical character of the City. By working with the Planning & Zoning Board to obtain a Certificate of Appropriateness, your development will not only proceed more smoothly, but will also enhance the City's architectural integrity and historical character of Apalachicola.

Bree Robinson
City Planner
(850)323-0985
brobinson@cityofapalachicola.com

Thank you,
PLANNING & ZONING BOARD
CITY OF APALACHICOLA


Applicant Initial



Certificate of Appropriateness & Sign

41 Commerce Street

1-3-24 / 2/12/24

CITY OF APALACHICOLA CERTIFICATE OF APPROPRIATENESS APPLICATION		Official Use Only
		Application # _____ City Representative _____ Date Received _____
OWNER INFORMATION	CONTRACTOR INFORMATION	
Owner <u>Star M. Watkins, III, Inc.</u> Address <u>41 Commerce St.</u> City <u>Apalachicola</u> State <u>FL</u> Zip <u>32320</u> Phone <u>(850) 633-1949</u>	Contractor Name _____ State License # _____ City License # _____ Email Address _____ Phone (____) _____	
Approval Type: <input type="checkbox"/> Staff Approval <input type="checkbox"/> Board Approval <input type="checkbox"/> Board Denial Date _____ *Reason for Denial _____		
PROJECT TYPE		
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> New Construction <input type="checkbox"/> Addition <input type="checkbox"/> Alteration/Renovation <input type="checkbox"/> Relocation <input type="checkbox"/> Demolition </div> <div style="width: 45%;"> <input type="checkbox"/> Fence <input type="checkbox"/> Repair (Extensive) <input type="checkbox"/> Variance <input checked="" type="checkbox"/> Other <u>Sign</u> </div> </div>		
PROPERTY INFORMATION: Street Address: <u>41 Commerce St.</u> City & State: <u>Apalachicola, FL</u> Zip: <u>32320</u> Zoning District: <u>Comm 1</u> Parcel #: <u>01-095-08W-8330-0001-0160</u> Block(s): <u>C-1</u> Lot(s): <u>20-15 & 16</u> FEMA Flood Zone/Panel #: <u>AE/VE</u> (For AE, AO, AH or VE Please complete attached Flood Application)		
OFFICIAL USE ONLY		
Setback requirement of Property: Front _____ Rear _____ Side _____ Lot Coverage _____ Water Available _____ Sewer Available _____ Taps Paid _____		This development request has been approved for zoning, land use, and development review by the City of Apalachicola and a building permit is authorized to be issued. Certificate of Appropriateness Approval _____ Chairperson, Apalachicola Planning & Zoning Board

NOTE: This is a conceptual approval through the City based on our Land Development Code (LDC). Please be aware that other documentation may be required by the Building Official connected to handle the City of Apalachicola Building Permits.

Bree Robinson

City Planner

850.323.0985 / brobinson@cityofapalachicola.com

C.O.A needed
OK
BFR

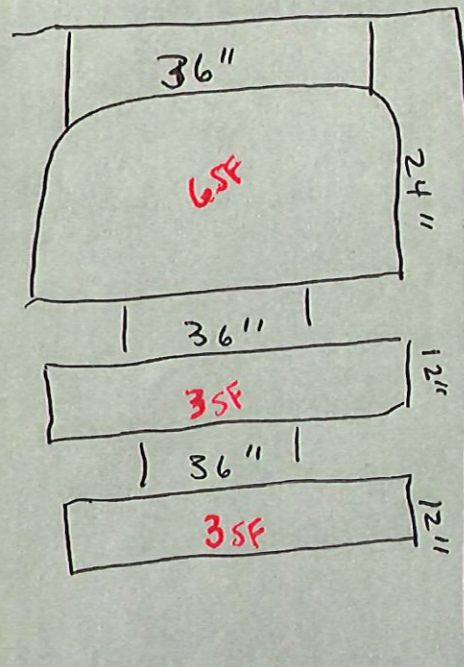
Describe The Proposed Project and Materials. Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s).

N/A

Project Scope	Manufacturer	Product Description	BE Product Approval #
Siding			
Doors			
Windows			
Roofing			
Trim			
Foundation			
Shutters			
Porch/Deck			
Fencing			
Driveways/Sidewalks			
Other	Sign De	Vinyl Sign	
Sign	Sign	36 X 24	

East Point
Fl

36 X 12"
36 X 12"
See drawing



Will be installed on the lawn in front
of the building facing Commerce Street -
To the South of the Porch entrance -

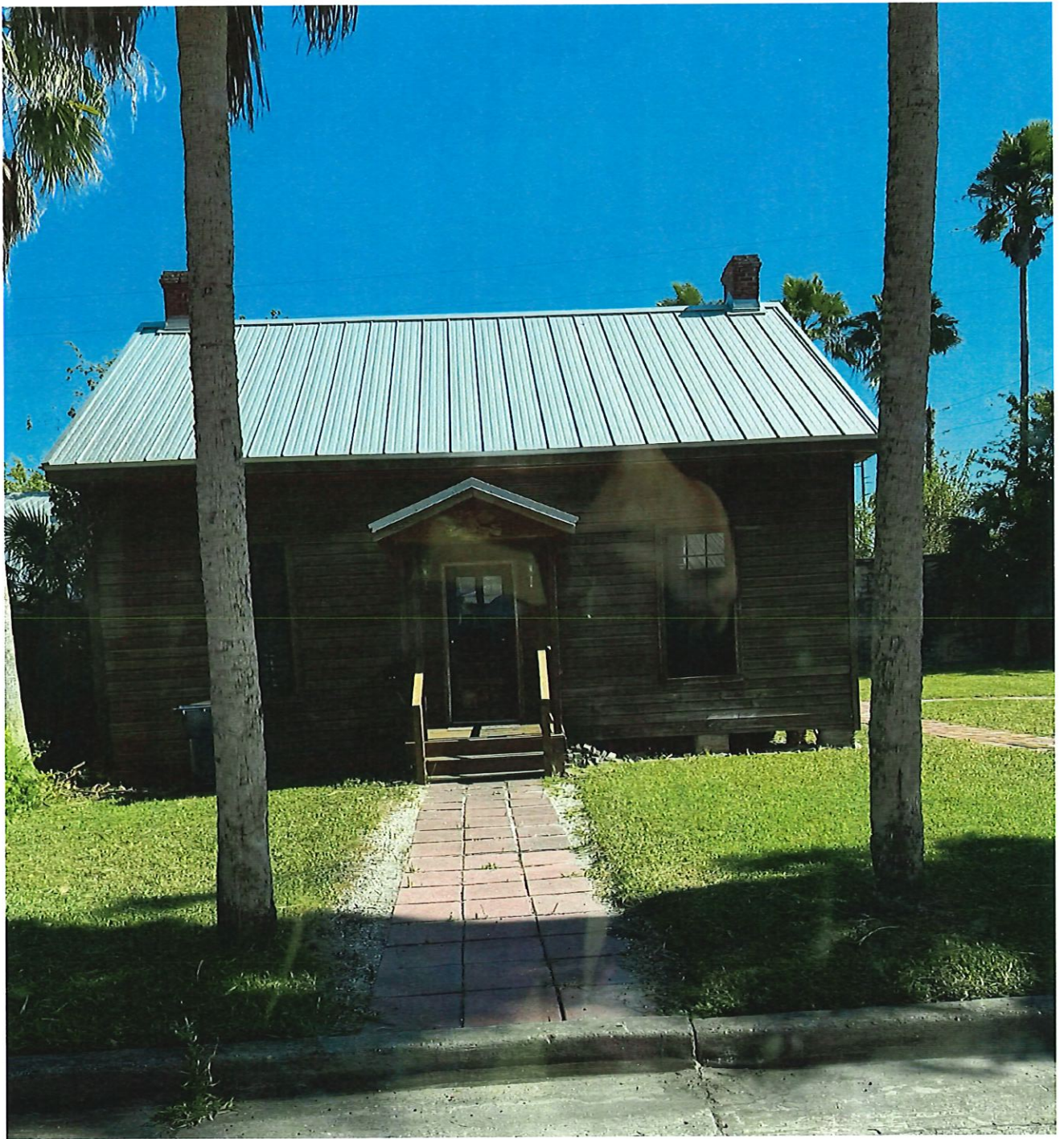
CERTIFICATION

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2. I/We authorize staff from the City of Apalachicola and the Permitting and Community and Economic Development Office to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
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1-3-24
DATE

Doria B. Smith
SIGNATURE OF APPLICANT



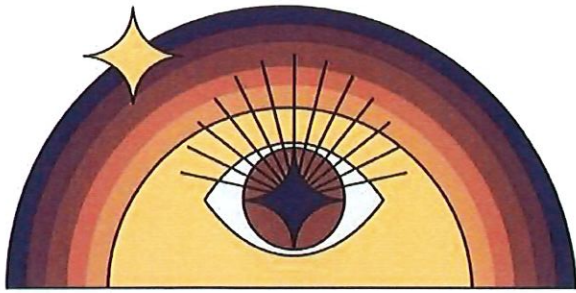


example



Logos

Sent from my iPhone



THE LUMINARY
FOSTERING ANCIENT KNOWLEDGE

DONIA B SMITH

MASSAGE, REIKI,
SHAMANIC/SOUND ALCHEMY
BODYSOUNDSPIRIT.COM
850-544-3698

distressed



CHELSEY VENRICK

SOULSALT YOGA
SOULSALTYOGA.ORG
937-418-8186



Certificate of Appropriateness & Pervious Pavers

59 Avenue C

CITY OF APALACHICOLA CERTIFICATE OF APPROPRIATENESS APPLICATION		Official Use Only 2/12/24 Application # 50.00 ✓ City Representative _____ Date Received _____
OWNER INFORMATION	CONTRACTOR INFORMATION	
Owner <u>William Branes</u>	Contractors Name <u>FRED BRAB</u>	
Address <u>59 Avenue C</u>	State License # _____ City License # _____	
City <u>Apalachicola</u> State <u>FL</u> Zip <u>32320</u>	Email Address _____	
Phone <u>(850) 323-0766</u>	Phone <u>(850) 653 5541</u>	
Approval Type: <input type="checkbox"/> Staff Approval Date: _____ <input type="checkbox"/> Board Approval <input type="checkbox"/> Board Denial Date: _____		
*Reason for Denial _____		
PROJECT TYPE		
<input type="checkbox"/> New Construction <input type="checkbox"/> Addition <input type="checkbox"/> Alteration/Renovation <input type="checkbox"/> Relocation <input type="checkbox"/> Demolition	<input type="checkbox"/> Fence <input type="checkbox"/> Repair (Extensive) <input type="checkbox"/> Variance <input checked="" type="checkbox"/> Other <u>Driveway Pavers</u>	
PROPERTY INFORMATION:		
Street Address: <u>59 Avenue C</u> City & State: <u>Apalachicola FL</u> Zip <u>32320</u>		
<input checked="" type="checkbox"/> Historic District <input type="checkbox"/> Non-Historic District Zoning District: <u>R-1</u>		
Parcel #: _____ Block(s) <u>10</u> Lot(s) <u>9-10</u>		
FEMA Flood Zone/Panel #: <u>X</u> (For AE, AO, AH or VE Please complete attached Flood Application)		
OFFICIAL USE ONLY		
Setback requirement of Property: Front: _____ Rear: _____ Side: _____ Lot Coverage: _____ Water Available: _____ Sewer Available: _____ Taps Paid: _____	This development request has been approved for zoning, land use, and development review by the City of Apalachicola and a building permit is authorized to be issued. Certificate of Appropriateness Approval: _____ Chairperson, Apalachicola Planning & Zoning Board	

NOTE: This is a conceptual approval through the City based on our Land Development Code (LDC). Please be aware that other documentation may be required by the Building Official contacted to handle the City of Apalachicola Building Permits.

Bree Robinson

City Planner

850.323.0985 / brobinson@cityofapalachicola.com

- Need C.o.A.
+ approval of pavers.
OK REP

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

I AM REMOVING GRAVEL + ROAD BASE IN THE
 PARKING AREA OF MY HOME WHICH FACES AVENUE C.
 I WANT TO REPLACE IT WITH PERVIOUS PAVES +
 SAND BASE.

Project Scope	Manufacturer	Product Description	FL Product Approval #
Siding			
Doors			
Windows			
Roofing			
Trim			
Foundation			
Shutters			
Porch/Deck			
Fencing			
Driveways/Sidewalks			
Other			

CERTIFICATION

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s), and legal description(s) is(are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the City of Apalachicola and the Permitting and Community and Economic Development Office to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report (if applicable) will be available on the City's website approximately one week before the scheduled Planning and Zoning Board Meeting.
5. I/We understand that the approval of this application by the Planning and Zoning Board or staff in no way constitutes approval of a Building Permit for construction from the City of Apalachicola Community and Economic Development Office.
6. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the PZB before work commences on those changes. There will be no charge for the revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and additional fees/penalties.
7. I/We understand that any decision of the PZB may be appealed to the City Commission. Petitions to appeal shall be presented within thirty (30) days after the decision of the PZB; otherwise the decision of the PZB will be final.
8. I/We understand that a Certificate of Appropriateness is only valid for one year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.
9. I/We understand that the COA is hereby made to obtain a permit to do work and installation as indicated. I certify that all work will be performed to meet standards of all laws regulating construction in this jurisdiction.
10. I/We understand that separate permits are required for Electrical, Plumbing, Mechanical, and Roofing Work.
11. I/We understand that there will be no issuance of a COA without the property owner obtaining Homeowner's Association approval (if required) prior to the PZB Meeting and/or before the beginning of any work and in no way authorizes work that is in violation of any association rule or regulation.

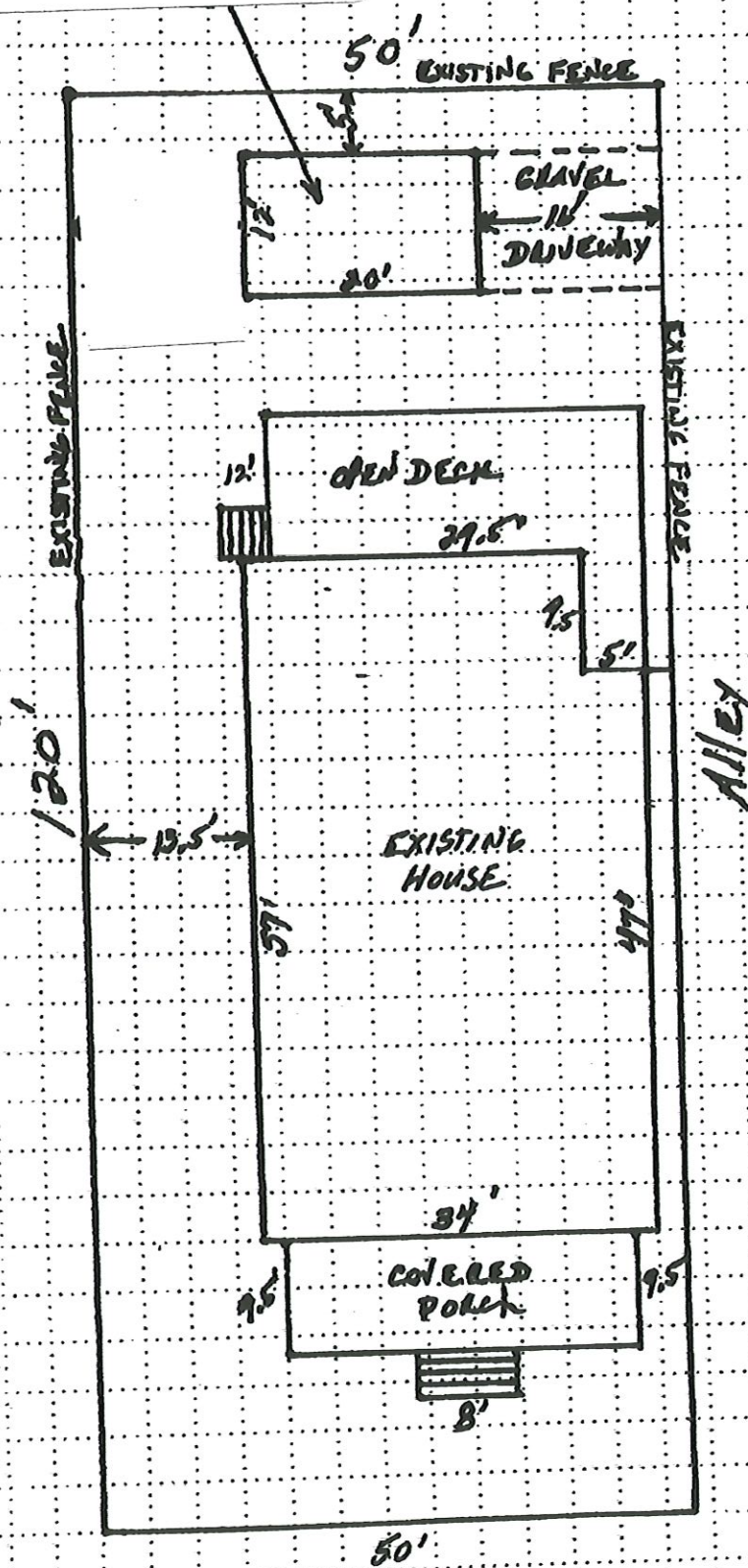
DATE

12/13/23

SIGNATURE OF APPLICANT

William Barnes

From the workbench of:
Date:



$\frac{1}{4}" = 4'$
 $\frac{1}{16}" = 1'$

BILL BARNES

59 AVENUE C.
S.I.T.R. plan

Pervious Pavers Tremron Jacksonville Pavers, Retaining Walls, Fire Pits

A permeable, environmentally-friendly interlocking paver designed to allow water to flow through the paver and be recaptured in the subsoil. Pervious Pavers are available in 4x8 or Olde Towne sizes. Tremron pervious pavers are recommended for parking areas that do not receive heavy vehicular traffic. (Not recommended for roadways)



Pervious Pavers 4x8

Product Code: PV21040E

Thickness: 2-3/8" (60mm)

Dimensions: 4"x8"

SF per Cube: 120

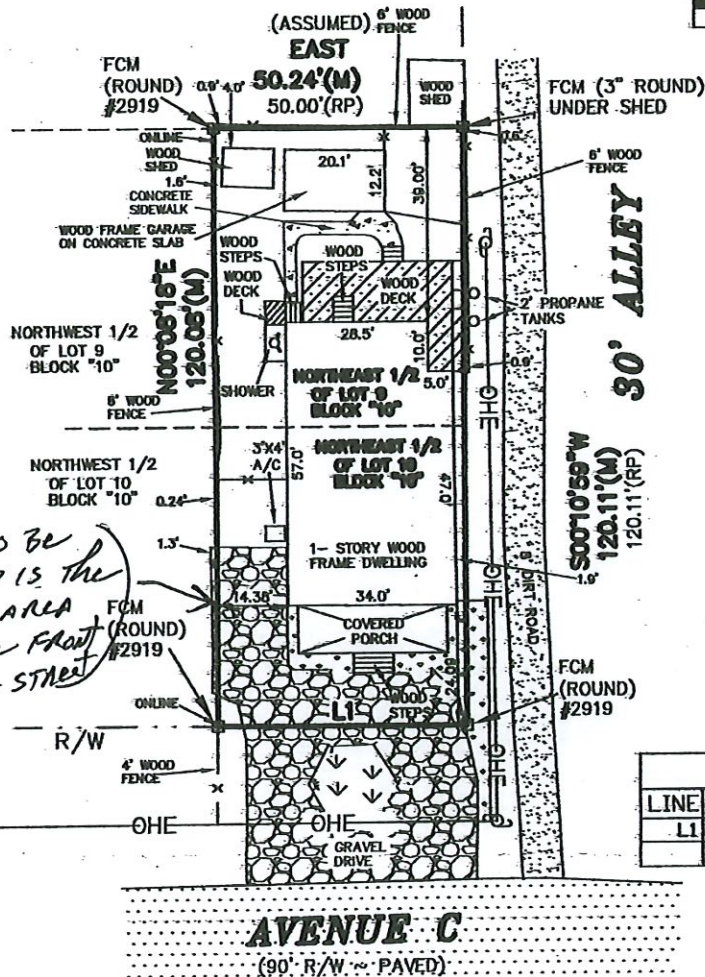
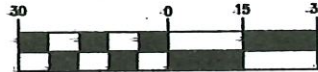
Cube Weight: 3120 LBS

Finish: Standard



**PLAT OF BOUNDARY SURVEY CERTIFIED TO:
WILLIAM BARNES**

GRAPHIC SCALE



LINE TABLE		
LINE	LENGTH	BEARING
L1	50.14	N89°52'19"W
	50.00(RP)	

LEGAL DESCRIPTION:

The Northeastly half of lot 9 and the Northeastly half of lot 10, Block "10" of THE CITY OF APALACHICOLA, a subdivision as per map on file in common use at the Clerk of the Circuit Office in Franklin County, Florida.

NOTES:

1. SURVEY SOURCE: Previous survey performed by this firm (Job #93-365 Dated 08/18/93 record plat, and a field survey performed by the undersigned surveyor.
2. BEARING REFERENCE: Northerly boundary of subject parcel having an assumed bearing of East.
3. NO IMPROVEMENTS have been located in this survey other than shown hereon.
4. There are NO VISIBLE ENCROACHMENTS other than those shown hereon.
5. This survey is dependent upon EXISTING MONUMENTATION.
6. Not valid without the signature and the original raised seal of a Florida licensed surveyor and mapper.

I hereby certify that this was performed under my responsible direction and supervision and the plat and description are true and accurate to the best of my knowledge and belief. The survey meets or exceeds the standards for practice for land surveying as established by the Florida Board of Professional Surveyors and Mappers (F.A.C. 54-17.051).

The undersigned surveyor has not been provided a current title opinion or abstract of matters affecting title or boundary to the subject property. It is possible there are deeds of records, unrecorded deeds, easements or other instruments which could affect the boundaries.

JAMES T. RODDENBERRY
Surveyor and Mapper
Florida Certificate No: 4281

LEGEND

FCM	FOUND CONCRETE MONUMENT
FIRC	FOUND IRON ROD AND CAP
RP	RECORD PLAT
R/W	RIGHT-OF-WAY
M	MEASURED
FND	FOUND NAIL & DISC
OHE	OVERHEAD ELECTRIC LINES

FLOOD ZONE INFORMATION:

Subject property is located in Zone "X"(0.2%) as per Flood Insurance Rate Map Community Panel No: 120089 0526F Index date: February 05, 2014, Franklin County, Florida.

TR & A THURMAN RODDENBERRY & ASSOCIATES, INC			
PROFESSIONAL SURVEYORS AND MAPPERS			
P.O. BOX 100 • 125 SHELDON STREET • SOPCHOPPY, FLORIDA 32358			
PHONE NUMBER: 850-463-2538		FAX NUMBER: 850-463-1183	
LD # 7100			
DATE: 06/11/21	DRAWN BY: RA	N.B. PER PLAT	COUNTY: Franklin
FILE: 93365.DWG	DATE OF LAST FIELD WORK: 06/09/21	JOB NUMBER: 93-365	



Certificate of Appropriateness & Driveway

146 Bay Avenue



City of Apalachicola Planning & Zoning
Application for Development/Site Plan Approval

Official Use Only

Date Received: 1/25/24
Meeting Date: 2/12/24
Fees Due: 50.00
Date Fees Paid: _____

OWNER INFORMATION

Owner LOREN + ALICIA BATZLUFF
Address 146 BAY AVE.
City APALACHICOLA State FL Zip 32320
Phone 775-624-4126

CONTRACTOR INFORMATION

Contractor Name _____
State License # _____ City License # _____
Email _____
Phone _____

PROJECT TYPE

- | | |
|--|---|
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Fence |
| <input type="checkbox"/> Addition | <input type="checkbox"/> Repair |
| <input type="checkbox"/> Alteration/Renovation | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Relocation | <input type="checkbox"/> Certificate of Appropriateness |
| <input type="checkbox"/> Demolition | <input checked="" type="checkbox"/> Other <u>DRIVE way / LAWN</u> |

PROPERTY INFORMATION

Street Address (911 Address): 146 BAY AVE.
City & State: APALACHICOLA, FLORIDA Zip: 32320
Parcel ID #: 01-095-08W-8330-0197-0010 Block: 197 Lot: 1-5
Zoning District: R-1 ☒ Historic District ☒ Non-Historic District
FEMA Flood Zone: VE

OFFICIAL USE ONLY

Certificate of Appropriateness Required? Y/N
Setback Requirements of Property:
Front: 40 Rear: NA Side: 5' N/A DRIVE (6)
Corner Lot? Y/N Street Sides: _____
Lot Coverage: EXISTING: 1547.15 SF 40%
STAFF NOTES/RECOMMENDATIONS:

- City Manager approved material
in ROW
- meets LDC - okay.

This development request has been approved for a Certificate of Appropriateness (if applicable), zoning, land use, and development review by the City of Apalachicola Planning & Zoning Board and a building permit is authorized to be issued.

City Staff _____

Date Approved _____

NOTE: This is a conceptual approval through the City based on our Land Development Code (LDC.) Please be aware that other documentation may be required by the Building Official.

Applicant Initial _____

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

REPLACE EXISTING DRIVEWAY. TAKE YARD BACK TO GRADE. CREOSOTE TIMBERS HAVE BEEN REMOVED.

PLACE CONCRETE AND PAVER DRIVEWAY PER PLAN

PROJECT SCOPE	MANUFACTURER	PRODUCT DESCRIPTION	FL PRODUCT APPROVAL #
Siding			
Doors			
Windows			
Roofing			
Trim			
Foundation			
Shutters			
Porch/Deck			
Fencing			
Driveways/Sidewalks		CONCRETE / PAVING STONE	
Other			

NOTE: Please have a site plan prepared to turn in with your application. At minimum, the site plan needs to contain: a North arrow, surrounding streets, lot lines, lot dimensions, setbacks, current structure dimensions, proposed structure dimensions, fence locations, and fence heights. Applications requiring a Certificate of Appropriateness will also need to submit renderings/elevations of any proposed structures and note the materials proposed. More information may be requested by City Staff.

CERTIFICATION

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel numbers(s), and legal description(s) is(are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the City of Apalachicola to enter onto the property in question during regular business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 business days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report (if applicable) will be available on the City's website approximately one week before the Planning & Zoning Board Meeting.
5. I/We understand that the approval of this application by the Planning & Zoning Board or staff in NO way constitutes approval of a Building Permit for Construction from the City of Apalachicola Community and Economic Development Office.
6. I/We understand that all changes to the approved scope of work stated in a Certificate of Appropriateness or Development Order application have to be approved by the P&Z Board before work commences on those changes. There will be no charge for revisions. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and additional fees/penalties.
7. I/We understand that any decision of the P&Z Board may be appealed to the City Commission within 30 days after the decision by the P&Z Board; otherwise, the decision will be final.
8. I/We understand that a Certificate of Appropriateness is only valid for one year after issuance. They are renewable for six months without cause if requested, and for an additional six months upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documents to City Staff, if needed.
9. I/We understand that P&Z Board approval is permission to obtain a permit for work and installation as indicated. I certify that all work will be performed to meet standards of all laws regulating construction in this jurisdiction.
10. I/We understand that there will be no issuance of a Certificate of Appropriateness without the property owner obtaining Homeowner's Association approval (if required) prior to the P&Z Board Meeting and/or before the beginning of an work and in no way authorizes work that is in violation of any association rules or regulations.

1-20-2023

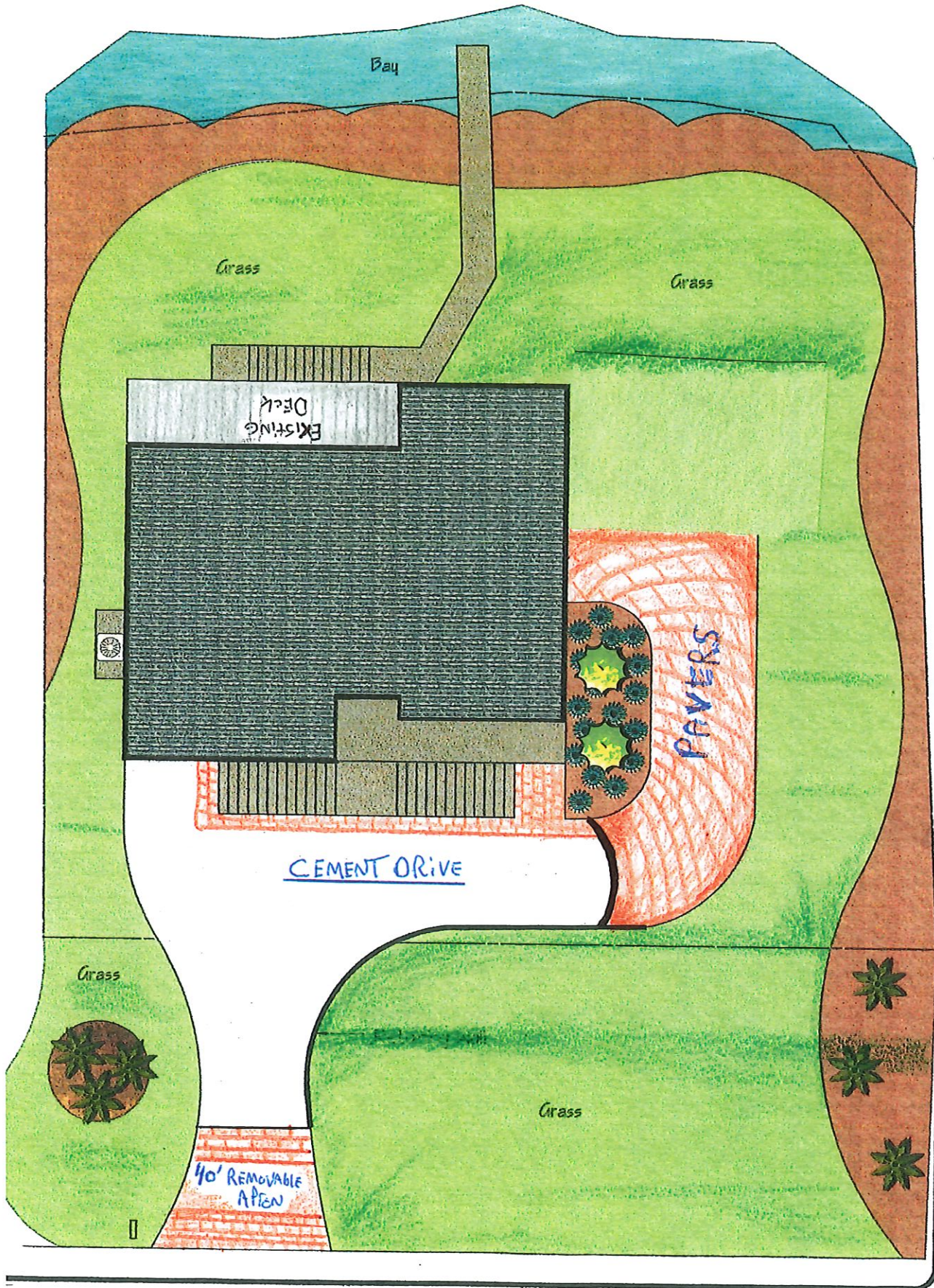
DATE



SIGNATURE OF APPLICANT

146 BAY AV

DRIVEWAY
GRASS +
LANDSCAPE.



146 Bay ave.

Direction for Driveway options?

Lot size .69 acres. 30056.4 Sq. Feet.

EXISTING
Area coverage : $40.5' \times 38.2' = 1,547.1$ sq feet.

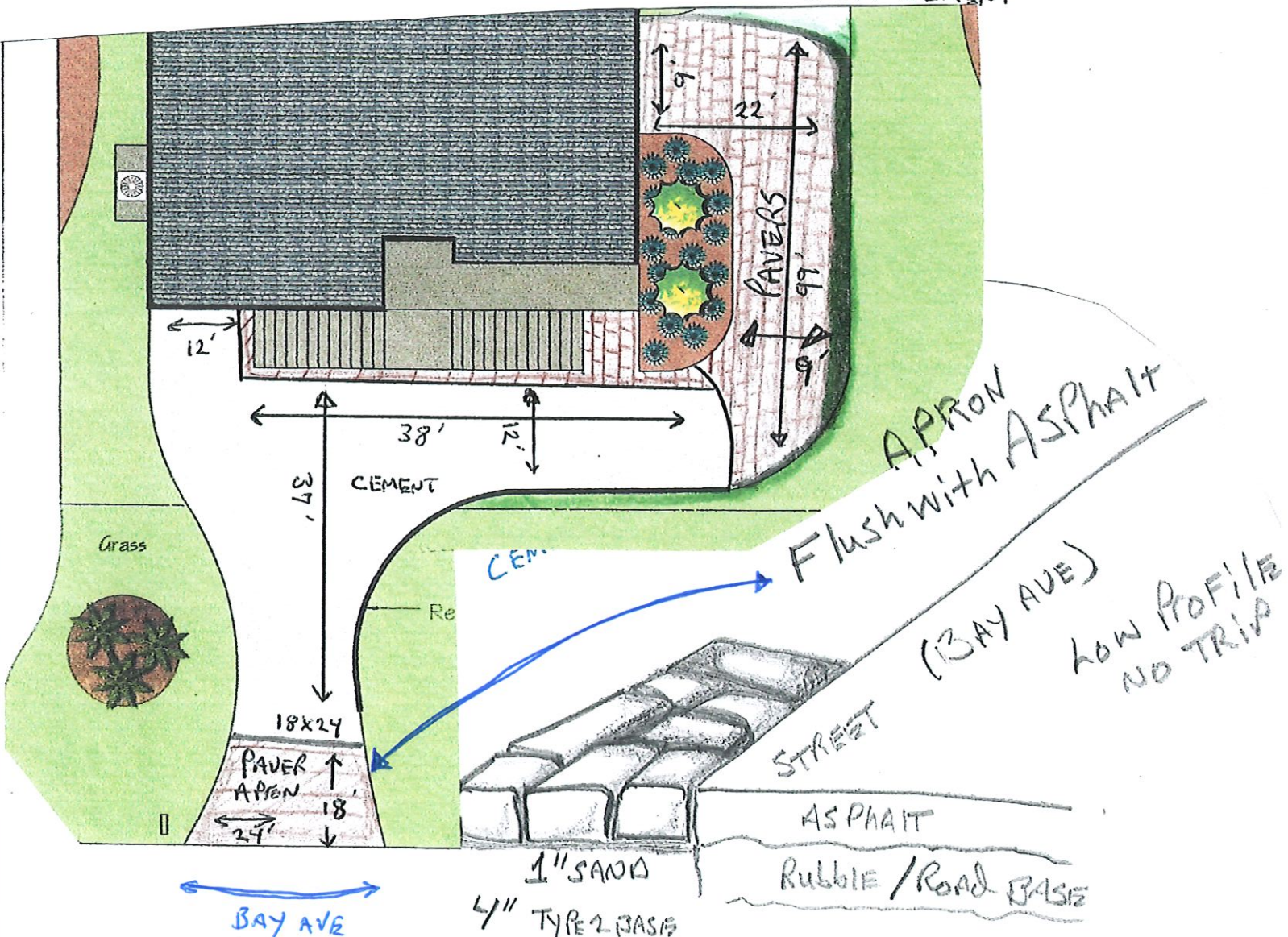
$42.8' \times 50.6' = 2,165.68$ SF

3,989 SF

Total current foot print < 10% of lot. Nominal.

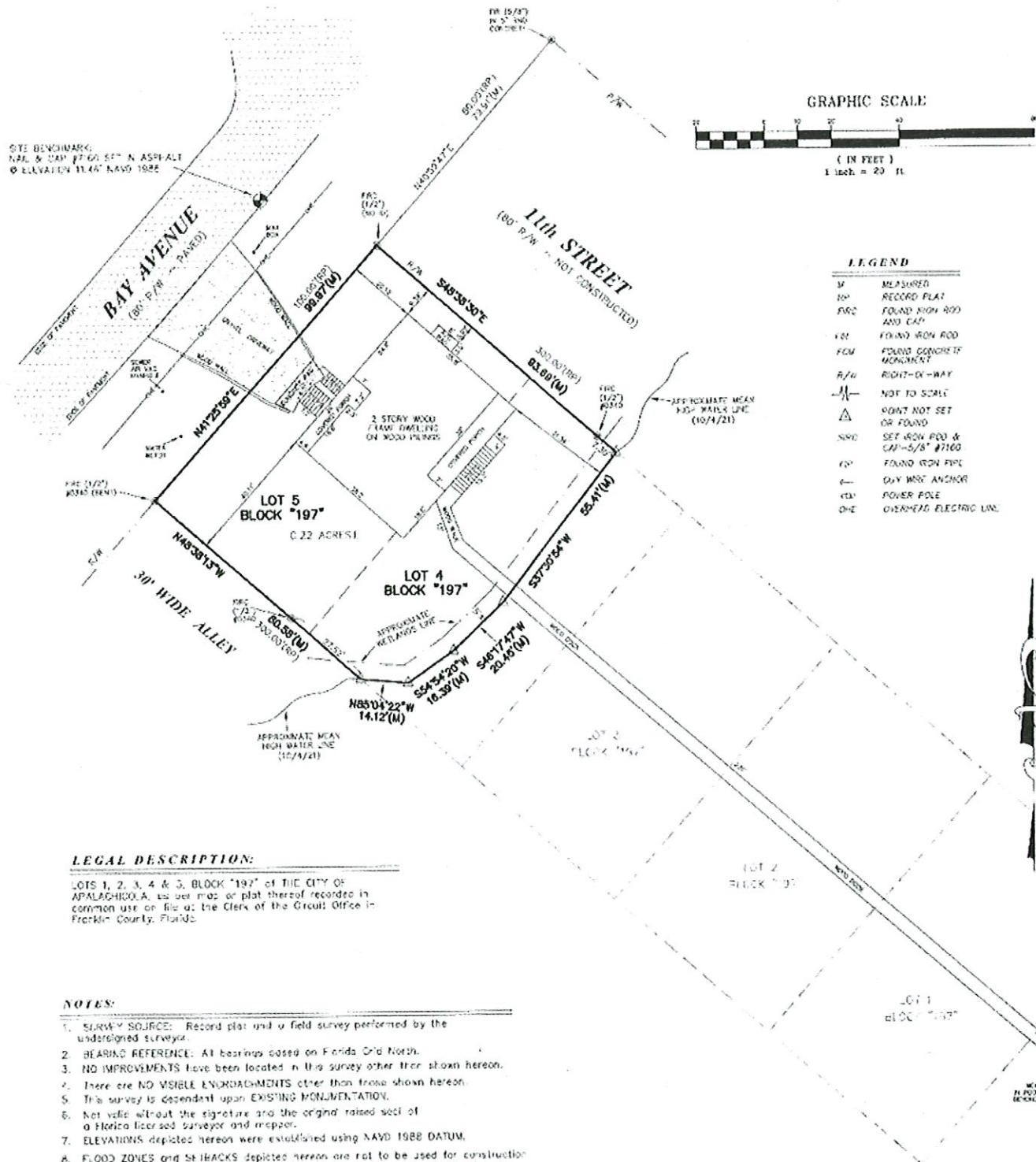
ADDED DRIVEWAY 1,824 SQ FT.

924 SQ FT PAVERS
900 SQ FT CEMENT



LEGAL DESCRIPTION

**PLAT OF BOUNDARY SURVEY CERTIFIED TO:
LOREN BATZLOFF and ALICIA BATZLOFF**



LEGAL DESCRIPTION:

LOTS 1, 2, 3, 4 & 5, BLOCK "197" of THE CITY OF
APALACHICOLA, as per map or plat thereof recorded in
common use on file at the Clerk of the Circuit Office in
Franklin County, Florida.

NOTES:

1. **SURVEY SOURCE:** Record plat and a field survey performed by the undersigned surveyor.
2. **BEARING REFERENCE:** All bearings based on Florida Grid North.
3. **NO IMPROVEMENTS** have been located in this survey other than shown hereon.
4. **There are NO VISIBLE ENCROACHMENTS** other than those shown hereon.
5. This survey is dependent upon **EXISTING MONUMENTATION**.
6. Not valid without the signature and the original raised seal of a Florida licensed surveyor and recorder.
7. **ELEVATIONS** depicted hereon were established using NAD 1988 DATUM.
8. **FLOOD ZONES** and **SETBACKS** depicted hereon are not to be used for construction permitting purposes. All **FLOOD ZONES** and **SETBACKS** should be verified by the appropriate County Departments.


FLOOD ZONE INFORMATION:

Subject property is located in Zone "VE (E. 14)" as per Flood Insurance Rate Map Community Panel No: 120389 0526F.
Index date: February 05, 2014, Franklin County, Florida

I hereby certify that this was performed under my responsible direction and supervision and the facts and descriptions are true and accurate to the best of my knowledge and belief. The quality results or exceeds the standards for practice for toxic sampling as established by the Florida Board of Professional Surveyors and Mappers (F.S. 461-12.001/052).

The undersigned hereby has not produced a current title opinion or statement of existing offerings of life or boundary to the subject property. It is possible there are deeds of record, unrecorded deeds, easements or other instruments which could affect the boundaries.

JAMES T. BELICAPPEY
Sergeant at Arms
Florida Legislature, Inc. 8143



THURMAN RODDENBERRY & ASSOCIATES, INC.

PROFESSIONAL SURVEYORS AND MAPPERS

P.O. BOX 100 • 123 SHELDON STREET • GAITHERSBURG, FLORIDA 33506

PHONE 615-862-1000 • FAX 615-862-1001

DATE: 10/05/97	DRAWN BY: BR	N.E.B.S.S. PLOT:	LOCATE: FRANKLIN
FILE: 21655000	DATE OF LAST FIELD WORK: 1/05/91	DRAWN BY:	JOE BLANER 27-680



FLUSH PAVER APRON
ACROSS THE STREET 146
BAY

From: **Loren B** lorenzo16922@gmail.com 
Subject:
Date: **January 23, 2024 at 10:48 AM**
To: lorenzo16922@gmail.com

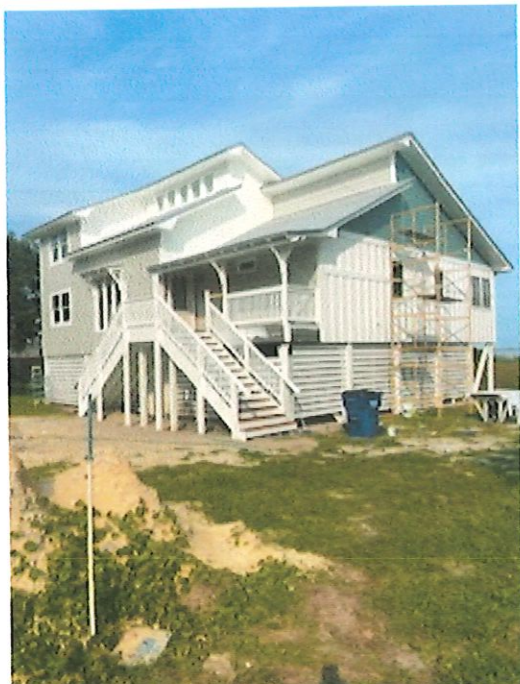
LB



Sent from my iPhone

From: **Loren B** lorenzo16922@gmail.com 
Subject:
Date: **January 23, 2024 at 10:49 AM**
To: lorenzo16922@gmail.com

LB

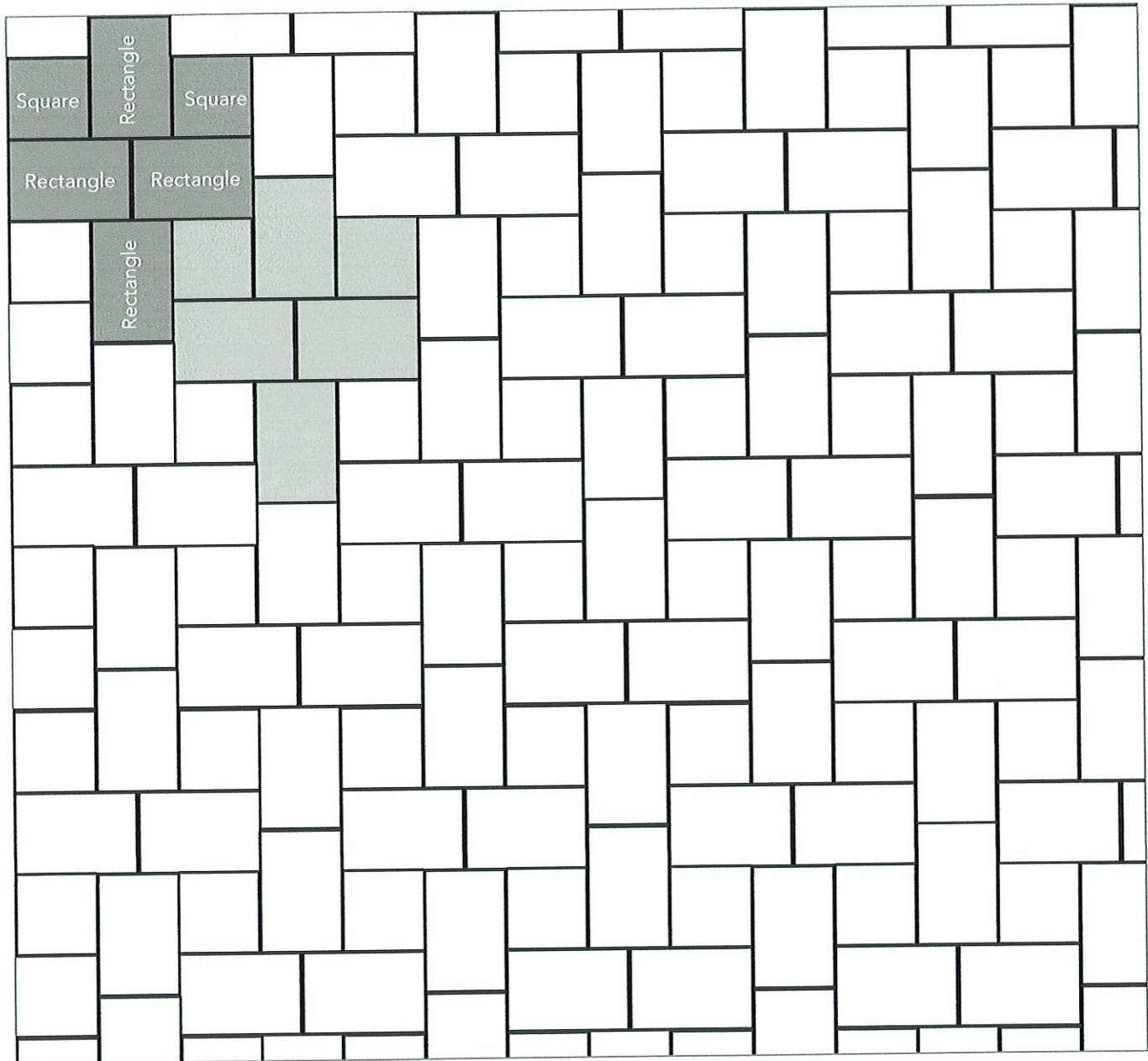


Sent from my iPhone

Grey shaded area in patterns indicate repeating pattern.

Interlace Pattern

75% Rectangle and 25% Square



NAME	UNITS/PALLET	SQ. FT./PALLET
Square	512	107
Rectangle	384	121



PROJECT ESTIMATOR TOOL

Quickly calculate the amount of product required for your project by using the Basalite Project Estimator. Visit basalite.com or click here to use the Project Estimator.

ELEVATION CERTIFICATE

Important: Follow the instructions on pages 1-9.

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

SECTION A - PROPERTY INFORMATION				FOR INSURANCE COMPANY USE	
A1. Building Owner's Name LOREN BATZLOFF				Policy Number:	
A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 146 BAY AVENUE 146 BAY AVE				Company NAIC Number:	
City APALACHICOLA		State Florida		ZIP Code 32320	
A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.) BL 197 LOTS 1 THRU 5 CITY OF APALACHICOLA / Parcel ID 01-09S-08W-8330-0197-0010					
A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.) <u>RESIDENTIAL</u>					
A5. Latitude/Longitude: Lat. <u>29.71978</u> Long. <u>-84.98579</u> Horizontal Datum: <input type="checkbox"/> NAD 1927 <input checked="" type="checkbox"/> NAD 1983					
A6. Attach at least 2 photographs of the building if the Certificate is being used to obtain flood insurance.					
A7. Building Diagram Number <u>6</u>					
A8. For a building with a crawlspace or enclosure(s):					
a) Square footage of crawlspace or enclosure(s) <u>95.40</u> sq ft					
b) Number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade <u>0</u>					
c) Total net area of flood openings in A8.b <u>0.00</u> sq in					
d) Engineered flood openings? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
A9. For a building with an attached garage:					
a) Square footage of attached garage <u>0.00</u> sq ft					
b) Number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade <u>0</u>					
c) Total net area of flood openings in A9.b <u>0.00</u> sq in					
d) Engineered flood openings? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
SECTION B - FLOOD INSURANCE RATE MAP (FIRM) INFORMATION					
B1. NFIP Community Name & Community Number CITY OF APALACHICOLA 120089			B2. County Name FRANKLIN		B3. State Florida
B4. Map/Panel Number 12037C 0526	B5. Suffix F	B6. FIRM Index Date 02-05-2014	B7. FIRM Panel Effective/ Revised Date 02-05-2014	B8. Flood Zone(s) VE	B9. Base Flood Elevation(s) (Zone AO, use Base Flood Depth) 14.00'
B10. Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in Item B9: <input type="checkbox"/> FIS Profile <input checked="" type="checkbox"/> FIRM <input type="checkbox"/> Community Determined <input type="checkbox"/> Other/Source: _____					
B11. Indicate elevation datum used for BFE in Item B9: <input type="checkbox"/> NGVD 1929 <input checked="" type="checkbox"/> NAVD 1988 <input type="checkbox"/> Other/Source: _____					
B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Designation Date: _____ <input type="checkbox"/> CBRS <input type="checkbox"/> OPA					

ELEVATION CERTIFICATE

OMB No. 1660-0008
Expiration Date: November 30, 2022

IMPORTANT: In these spaces, copy the corresponding information from Section A.			FOR INSURANCE COMPANY USE
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 146 BAY AVENUE			Policy Number:
City APALACHICOLA	State Florida	ZIP Code 32320	Company NAIC Number

SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on: ☐ Construction Drawings* ☒ Building Under Construction* ☐ Finished Construction

*A new Elevation Certificate will be required when construction of the building is complete.

C2. Elevations – Zones A1–A30, AE, AH, A (with BFE), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO. Complete Items C2.a–h below according to the building diagram specified in Item A7. In Puerto Rico only, enter meters.

Benchmark Utilized: 11.46' Vertical Datum: NAVD 88

Indicate elevation datum used for the elevations in items a) through h) below.

☐ NGVD 1929 ☒ NAVD 1988 ☐ Other/Source: _____

Datum used for building elevations must be the same as that used for the BFE.

Check the measurement used.

- | | | | |
|---|------|--|---------------------------------|
| a) Top of bottom floor (including basement, crawlspace, or enclosure floor) | 5.1 | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| b) Top of the next higher floor | 14.6 | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| c) Bottom of the lowest horizontal structural member (V Zones only) | 12.9 | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| d) Attached garage (top of slab) | N/A | <input type="checkbox"/> feet | <input type="checkbox"/> meters |
| e) Lowest elevation of machinery or equipment servicing the building
(Describe type of equipment and location in Comments) | 9.8 | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| f) Lowest adjacent (finished) grade next to building (LAG) | 3.5 | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| g) Highest adjacent (finished) grade next to building (HAG) | 5.1 | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| h) Lowest adjacent grade at lowest elevation of deck or stairs, including structural support | N/A | <input type="checkbox"/> feet | <input type="checkbox"/> meters |

SECTION D – SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION

This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by law to certify elevation information. I certify that the information on this Certificate represents my best efforts to interpret the data available. I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.

Were latitude and longitude in Section A provided by a licensed land surveyor? ☒ Yes ☐ No ☐ Check here if attachments.

Certifier's Name JAMES T. RODDENBERRY	License Number 4261
Title PRESIDENT	
Company Name THURMAN RODDENBERRY & ASSOCIATES, INC.	
Address P.O. BOX 100	
City SOPCHOPPY	State Florida
ZIP Code 32358	



Signature <i>James T. Roddenberry</i>	Date 07-14-2022	Telephone (850) 962-2538	Ext.
--	--------------------	-----------------------------	------

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

Comments (including type of equipment and location, per C2(e), if applicable)

JOB NUMBER 21-488 HOUSE UNDER RENOVATION.

C2a ESTABLISHED BY FINISH FLOOR OF ENCLOSURE. C2e ESTABLISHED BY BOTTOM OF ELECTRIC METER.

Owners, Builders, Developers

PLEASE NOTE:

1. If the proposed development is located within the City's Historic District; a Certificate of Appropriateness from the City's Planning & Zoning Board and Architectural Review Committee is necessary before any permitting can take place.
2. Required site plan elements and the Development Order/Certificate of Appropriateness applications are due 10 BUSINESS DAYS prior to the scheduled monthly meeting (second Monday of each month) of the Planning & Zoning Board.
3. Residential site plan approvals are valid for one year after issuance. If a building permit is not obtained within a year after receiving P&Z approval, the applicant must re-apply and receive P&Z approval again. (Commercial site plan approvals are valid for two years.)
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5. Land Development regulations can be found on the City of Apalachicola website @ www.cityofapalachicola.com.
6. Please note that if any shrubs are planted or any materials (concrete, gravel, etc.) are placed in the City Right of Way that there is a possibility of removal at no expense to the City.

It is our intent to save you time any money in your plan preparation! The City of Apalachicola Planning & Zoning Board is a seven-member citizen board that also sits as the City's Architectural Review Board. Our responsibilities include protecting the historical character of the City. By working with the Planning & Zoning Board to obtain a Certificate of Appropriateness, your development will not only proceed more smoothly, but will also enhance the City's architectural integrity and historical character of Apalachicola.

Bree Robinson
City Planner
(850)323-0985
brobinson@cityofapalachicola.com

Thank you,
PLANNING & ZONING BOARD
CITY OF APALACHICOLA


Applicant Initial



Certificate of Appropriateness & Addition

30 8th Street

**CITY OF APALACHICOLA
CERTIFICATE OF APPROPRIATENESS APPLICATION**

Official Use Only

Application # 34000
City Representative over
Date Received

OWNER INFORMATION

Owner John & Mary Helms
Address 30 8th St.
City Apalachicola State FL Zip 32320
Phone (941) 780-0418

CONTRACTOR INFORMATION

Contractors Name: Polaroid Bros. Builders
State License # City License #
Email Address
Phone (850) 570-1976

Approval Type: ☐ Staff Approval Date: ☐ Board Approval ☐ Board Denial Date:

*Reason for Denial:

PROJECT TYPE

- ☐ New Construction
- ☒ Addition
- ☐ Alteration/Renovillon
- ☐ Relocation
- ☐ Demolition

- ☐ Fence
- ☐ Repair (Extensive)
- ☐ Variance
- ☐ Other Certificate of Appropriateness

PROPERTY INFORMATION:

Street Address: 30 8th St City & State: Apalachicola Zip: 32320
☒ Historic District ☐ Non-Historic District Zoning District: R-1
Parcel #: 01-096-08W-8330-0035-0030 Block(s): 35 Lot(s): 3
IEMA Flood Zone/Panel #:
(For AE, AO, AH or VE Please complete attached Flood Application)

OFFICIAL USE ONLY

Setback requirement of Property:

Front: Rear: Side: Lot Coverage:
Water Available: Sewer Available: Taps Paid:

This development request has been approved for zoning, land use, and development review by the City of Apalachicola and a building permit is authorized to be issued.

Certificate of Appropriateness Approval

Chairperson, Apalachicola Planning & Zoning Board

NOTE: This is a conceptual approval through the City based on our Land Development Code (LDC). Please be aware that other documentation may be required by the Building Official connected to handle the City of Apalachicola Building Permits.

Bree Robinson

City Planner

850.323.0985 / brobinson@cityofapalachicola.com

- No additional LC
- Needs Certificate of Appropriateness
- No accessory dwelling
USG

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

Remove roof on garage and add 2nd floor studio loft. Shed metal roof consistent with house. Hardy siding consistent with house. Wood stairs on north elevation.

See attached Framing material list from Palaronis Bros. Builders

Project Scope	Manufacturer	Product Description	FL Product Approval #
Siding Hardy	Hardy	Shed Panel Siding	
Doors Glass Patio Entrance	MP Doors	36x80 Fiberglass Picking Front Door	
Windows (6) Single Hung (4) Transom	Transom	35.375 x 59.25 50 Series Vinyl Fin	
Roofing Metal	Galvalume	26 gauge	
Trim Hardy	Hardy		
Foundation Existing			
Shutters None			
Porch/Deck None			
Fencing None			
Driveways/Sidewalks None			
Other			

CERTIFICATION

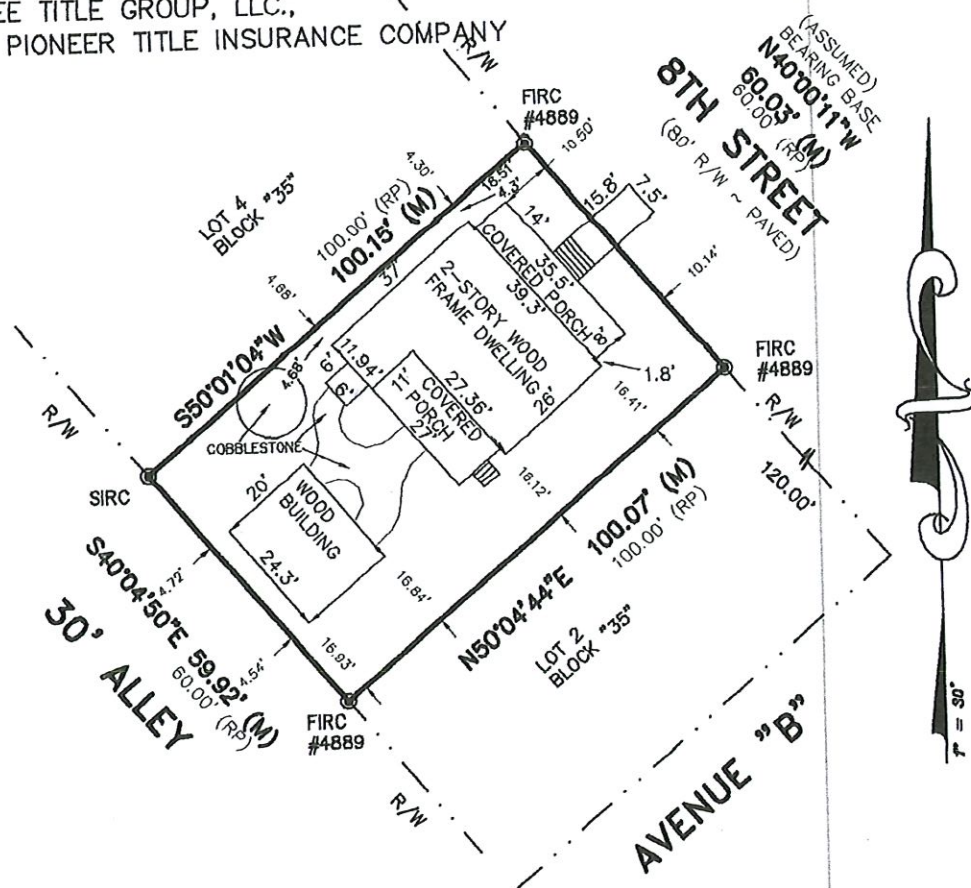
By Signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understood the following:

1. I/We hereby attest to the fact that the above applied property address(es), parcel number(s), and legal description(s) is(are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the City of Apalachicola and the Permitting and Community and Economic Development Office to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report (if applicable) will be available on the City's website approximately one week before the scheduled Planning and Zoning Board Meeting.
5. I/We understand that the approval of this application by the Planning and Zoning Board or staff in no way constitutes approval of a Building Permit for construction from the City of Apalachicola Community and Economic Development Office.
6. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the PZB before work commences on those changes. There will be no charge for the revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and additional fees/penalties.
7. I/We understand that any decision of the PZB may be appealed to the City Commission. Petitions to appeal shall be presented within thirty (30) days after the decision of the PZB; otherwise the decision of the PZB will be final.
8. I/We understand that a Certificate of Appropriateness is only valid for one year from issuance. They are renewable for six months without cause, and for an additional six months, upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documentation, if needed.
9. I/We understand that the COA is hereby made to obtain a permit to do work and installation as indicated. I certify that all work will be performed to meet standards of all laws regulating construction in this jurisdiction.
10. I/We understand that separate permits are required for Electrical, Plumbing, Mechanical, and Roofing Work.
11. I/We understand that there will be no issuance of a COA without the property owner obtaining Homeowner's Association approval (if required) prior to the PZB Meeting and/or before the beginning of any work and in no way authorizes work that is in violation of any association rule or regulation.

DATE

SIGNATURE OF APPLICANT

PLAT OF BOUNDARY SURVEY CERTIFIED TO:
 BARBARA B. BOHNE,
 AMERICA'S WHOLESALE LENDER,
 TALLAHASSEE TITLE GROUP, LLC.,
 AMERICAN PIONEER TITLE INSURANCE COMPANY



LEGAL DESCRIPTION:

Lot 3, Block "35" of the CITY OF APALACHICOLA,
 as per map or plat in common use on file at the
 Clerk of the Circuit Court in Franklin County, Florida

LEGEND

FIRC	FOUND IRON ROD & CAP
R/W	RIGHT-OF-WAY
M	MEASURED
	NOT TO SCALE

NOTES:

1. SURVEY SOURCE: Previous survey performed by this firm (Job #04-372 Dated: 10/07/04), record plat, and a field survey performed by the undersigned surveyor.
2. BEARING REFERENCE: Southwesterly right-of-way boundary of 8th Street having an assumed bearing of North 40 degrees 00 minutes 11 seconds West
3. NO IMPROVEMENTS have been located in this survey other than shown hereon.
4. There are NO VISIBLE ENCROACHMENTS other than those shown hereon.
5. This survey is dependent upon EXISTING MONUMENTATION.
6. Not valid without the signature and the original raised seal of a Florida licensed surveyor and mapper.

FLOOD ZONE INFORMATION:

Subject property is located in Zone "X" as per Flood Insurance Rate Map Community Panel No: 120089 0528E
 Index date: June 17, 2002, Franklin County, Florida.

I hereby certify that this is a true and correct representation of the property shown hereon and that this survey meets the minimum technical standards for land surveying (Chapter 61G17-6, Florida Administrative Code).

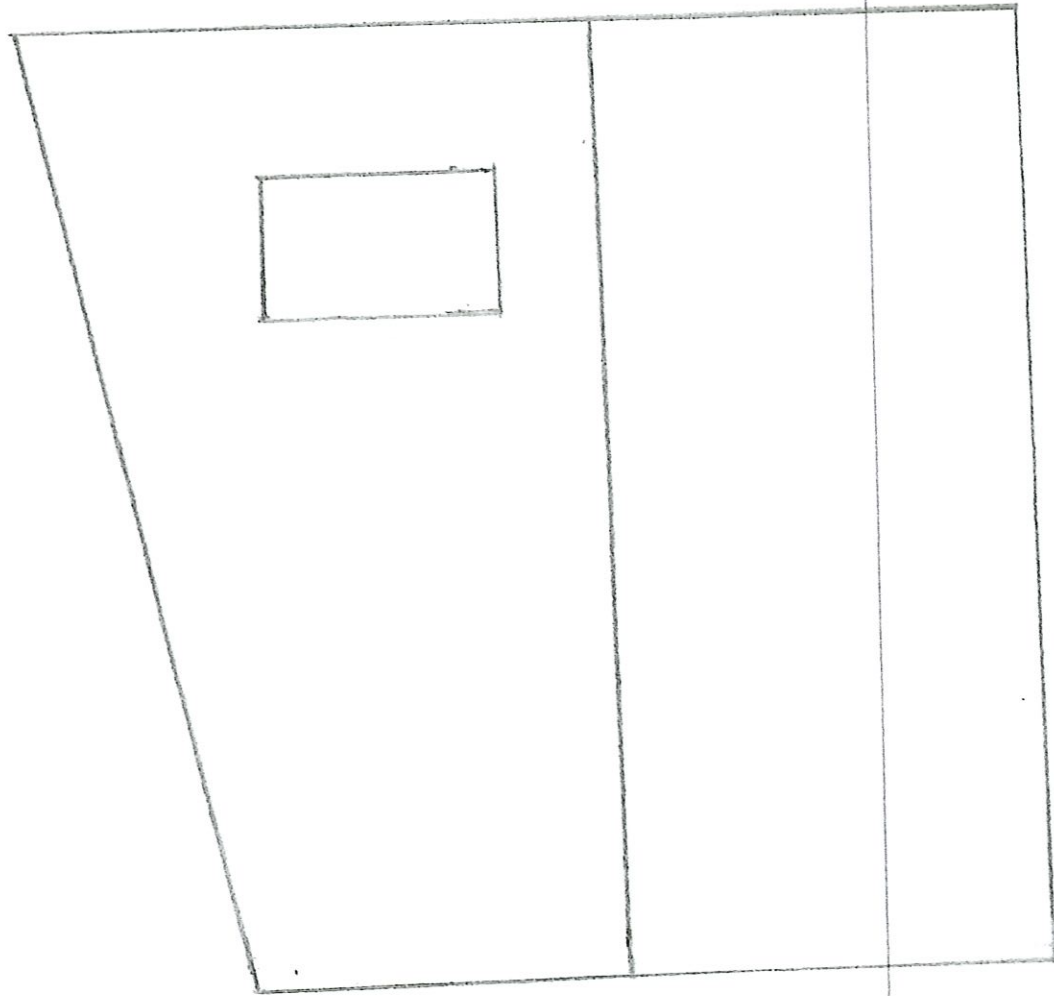
The undersigned surveyor has not been provided a current title opinion or abstract of matters affecting title or boundary to the subject property. It is possible there are deeds of records, unrecorded deeds, easements or other instruments which could affect the boundaries.

JAMES T. RODDENBERRY
 Surveyor and Mapper
 Florida Certificate No. 4201

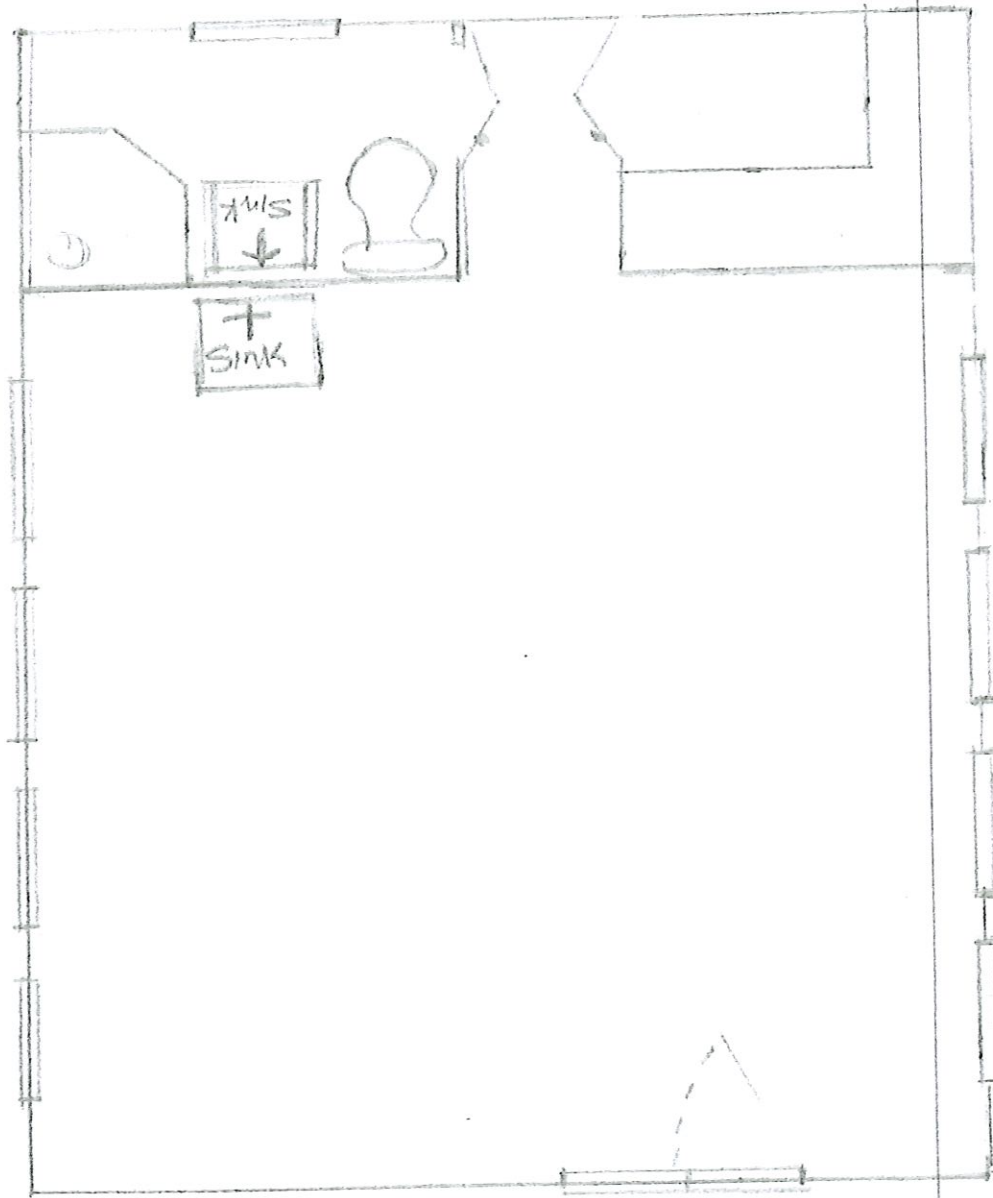
THURMAN RODDENBERRY & ASSOCIATES, INC.
 Professional Surveyors & Mappers
 LB. NO. 7180

P.O. Box 100 • 123 Sheldon Street • Sopchoppy, FL 32358-0100 • (850) 992-2558

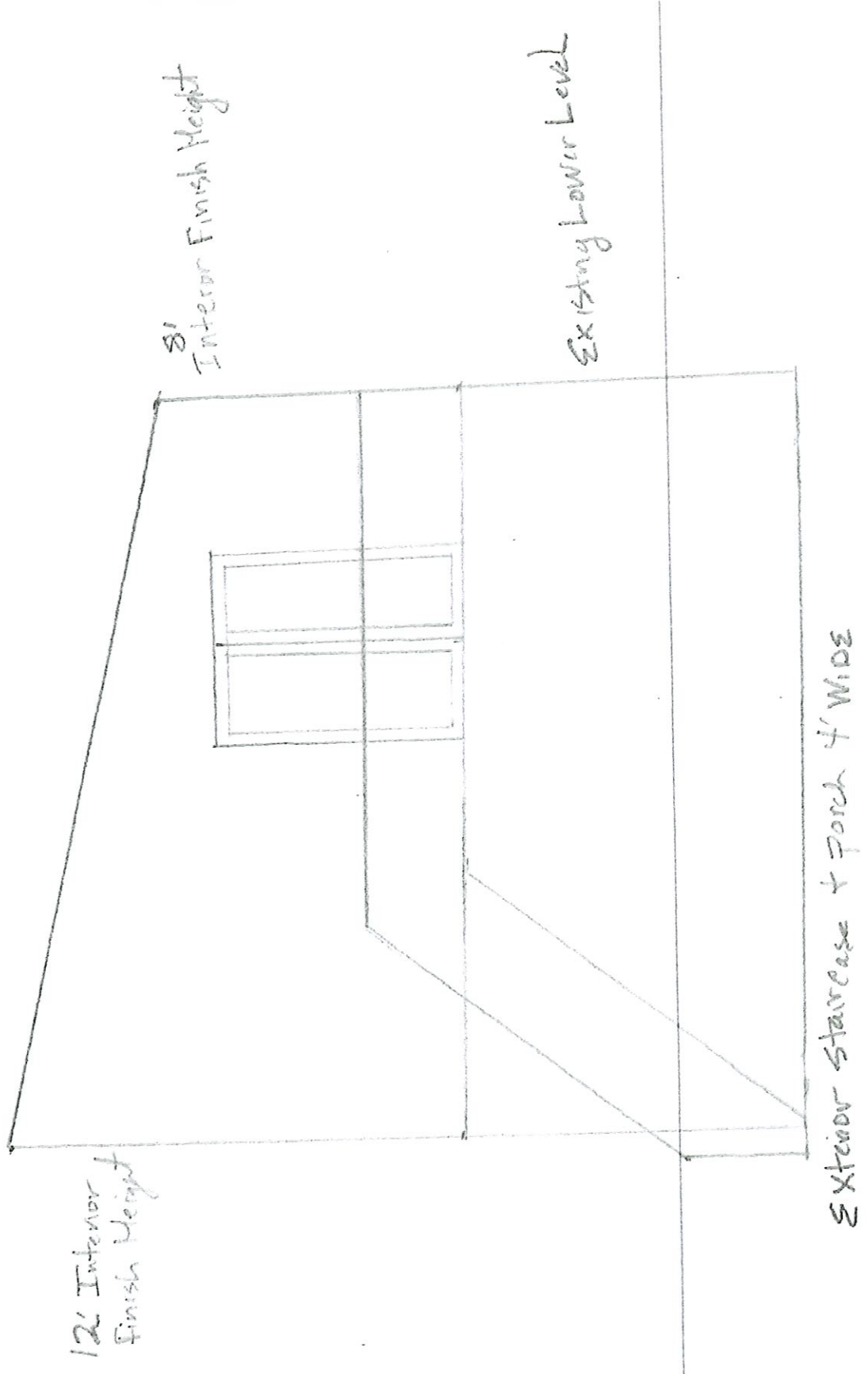
DATE: 05/24/05	DRAWN BY: MMD	N.B. 432 pg 23	COUNTY: Franklin
FILE: 05438.DWG	DATE OF LAST FIELD WORK: 05/23/05	JOB NUMBER: 05-438	



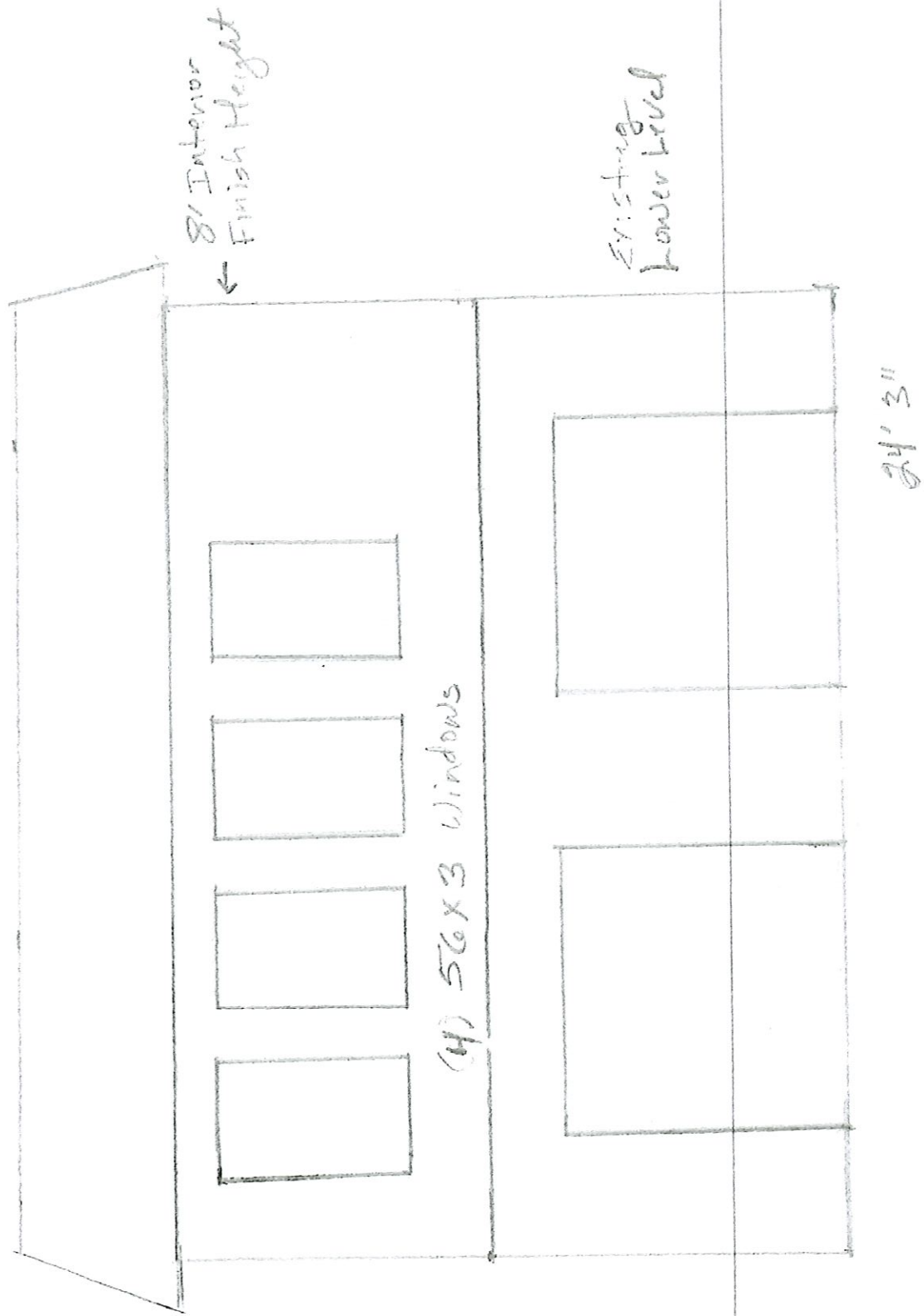
South Elevation 20'



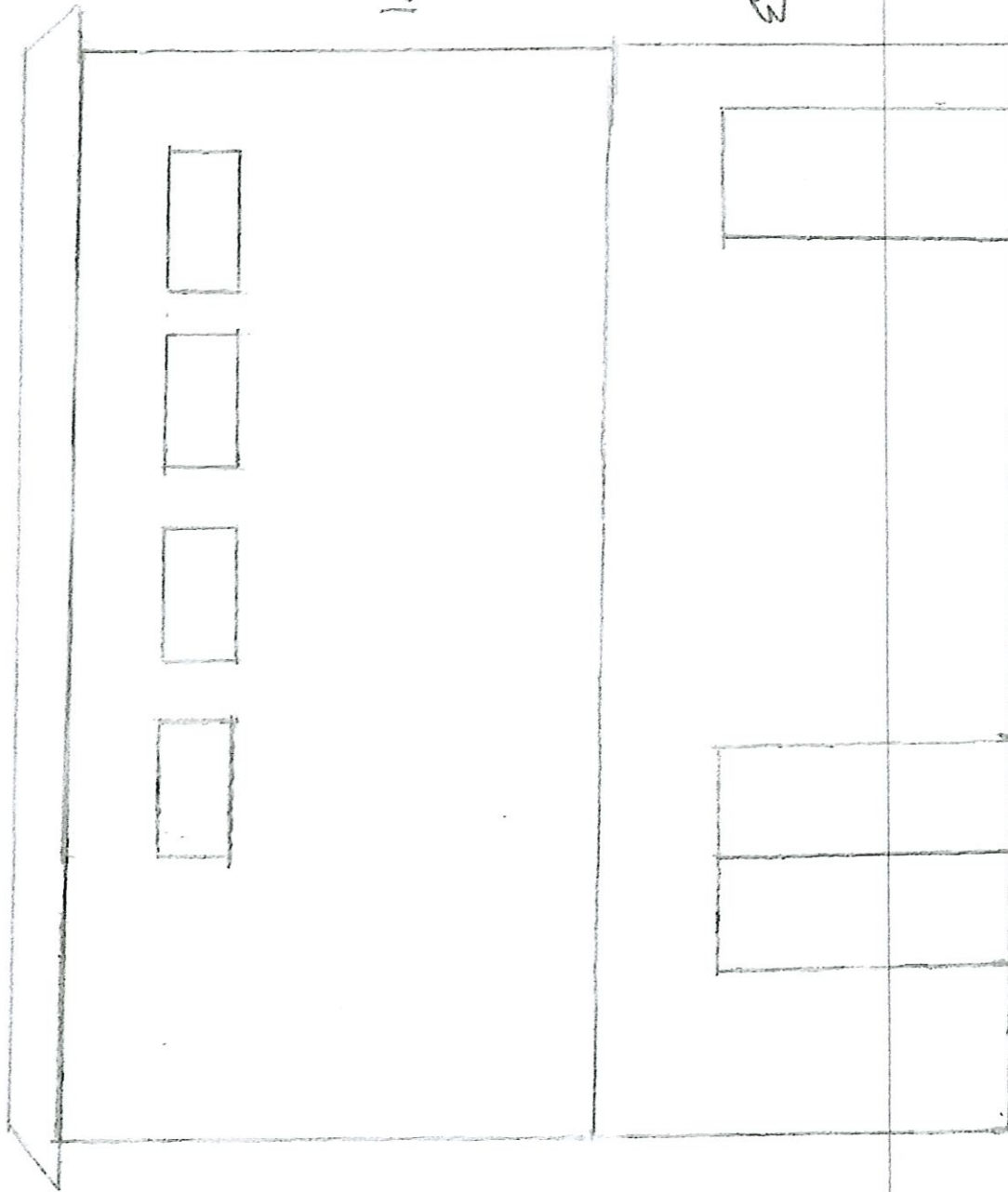
Floor PLAN



North Elevation



West Elevation



12' Interior
on East side

Existing Lower Level

East Elevation

Re:

kid perfect b <myboystkg@gmail.com>

Sat 1/13/2024 5:27 PM

To:johnhelms4@hotmail.com <johnhelms4@hotmail.com>

On Fri, Jan 12, 2024 at 7:43 AM kid perfect b <myboystkg@gmail.com> wrote:

3/4 advantect for floor plywood

2x6x12 exter Studs (3in nails)

Header material- 2x10x12 yellow pine

5x8 plywood for walls & roof

Grace or Ultra for roof paper (peel and stick)

Tyveck for wall paper

2x12 for roof trusses or engineered trusses

3in nails

Hardy outside

Steps 2x12

Please let me know if you have any questions.

Tyler Poloronis

Poloronis Brothers Builders

(850) 570-1976

John Helms
762



**Certificate of Appropriateness, Accessory Structure,
& Fence
114 Coach Wagoner**



City of Apalachicola Planning & Zoning
Application for Development/Site Plan Approval

Official Use Only

Date Received: 1/26
Meeting Date: 2/12
Fees Due: \$90.00
Date Fees Paid: 1/30/24

OWNER INFORMATION

Owner David Fowlkes
Address 114 Coach wagoner BLVD
City Apalachicola State FL Zip 32320
Phone 501 626 0666

CONTRACTOR INFORMATION

Contractor Name David fowlkes
State License # _____ City License # _____
Email davidfowlkes@me.com
Phone _____

PROJECT TYPE

- ☐ New Construction
☐ Addition
☐ Alteration/Renovation
☐ Relocation
☐ Demolition

- ☒ Fence
☐ Repair
☐ Variance
☒ Other Pole barn for boat
☒ Certificate of Appropriateness

PROPERTY INFORMATION

Street Address (911 Address): 114 Coach Wagoner
City & State: Apalachicola FL Zip: 32320
Parcel ID #: 01-095-08W-8330-0093-0050 Block: 93 Lot: 5
Zoning District: R-1 ☒ Historic District ☐ Non-Historic District
FEMA Flood Zone: X

OFFICIAL USE ONLY

Certificate of Appropriateness Required? Y / N
Setback Requirements of Property:
Front: 15' Rear: 25' Side: 15'/5'
Corner Lot? Y / N - 15'
Lot Coverage: 40% + 10% pervious deck
STAFF NOTES/RECOMMENDATIONS:

-meets corner lot setbacks
-meets lot coverage (39.6%)
-meets C.O.A.

This development request has been approved for a Certificate of Appropriateness (if applicable), zoning, land use, and development review by the City of Apalachicola Planning & Zoning Board and a building permit is authorized to be issued.

City Staff _____

Date Approved _____

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DE [Signature]
Applicant Initial

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

12x25 pole barn parallel to alley within set back. Metal roof and wood columns with alley side fenced 6' high OK ✓

300sf

Wood fence 6 foot tall (see sight plan)

PROJECT SCOPE	MANUFACTURER	PRODUCT DESCRIPTION	FL PRODUCT APPROVAL #
Siding			
Doors			
Windows			
Roofing			
Trim			
Foundation			
Shutters			
Porch/Deck			
Fencing			
Driveways/Sidewalks			
Other			

NOTE: Please have a site plan prepared to turn in with your application. At minimum, the site plan needs to contain: a North arrow, surrounding streets, lot lines, lot dimensions, setbacks, current structure dimensions, proposed structure dimensions, fence locations, and fence heights. Applications requiring a Certificate of Appropriateness will also need to submit renderings/elevations of any proposed structures and note the materials proposed. More information may be requested by City Staff.

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1/30/2024

DATE


SIGNATURE OF APPLICANT

Owners, Builders, Developers

PLEASE NOTE:

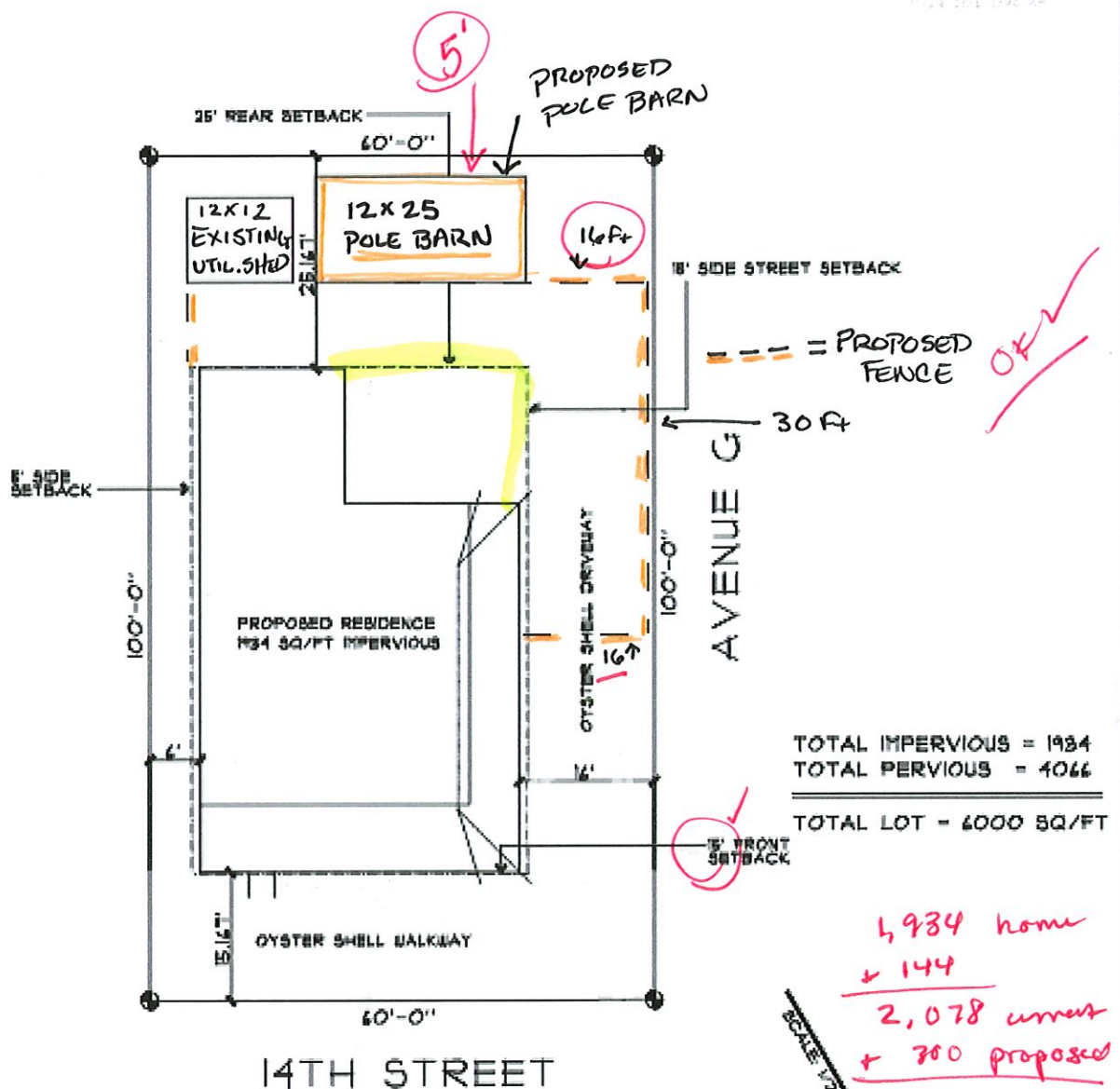
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Bree Robinson
City Planner
(850)323-0985
brobinson@cityofapalachicola.com

Thank you,
PLANNING & ZONING BOARD
CITY OF APALACHICOLA

DF 
Applicant Initial



TOTAL IMPERVIOUS = 1934
 TOTAL PERVIOUS = 4066
 TOTAL LOT = 6000 SQ/FT

4,934 home
 + 144
 2,078 current
 + 300 proposed
 2,378
 2,400 SF
 = 39.6%
 OK

SITE PLAN

SCALE: 1/20" = 1'-0"

LOT-"5" BLK-"93"

PARCEL # 01-095-08W-8330-0093-0050

JOB: 2016-045 DATE: 9/7/14

CONSTRUCT GROUP LLC. / FOWLKES

Construct Group
 4583-A Capital Circle N.E.
 Tallahassee, FL. 32303



MIKE M'INTOSH DRAFTING & DESIGN

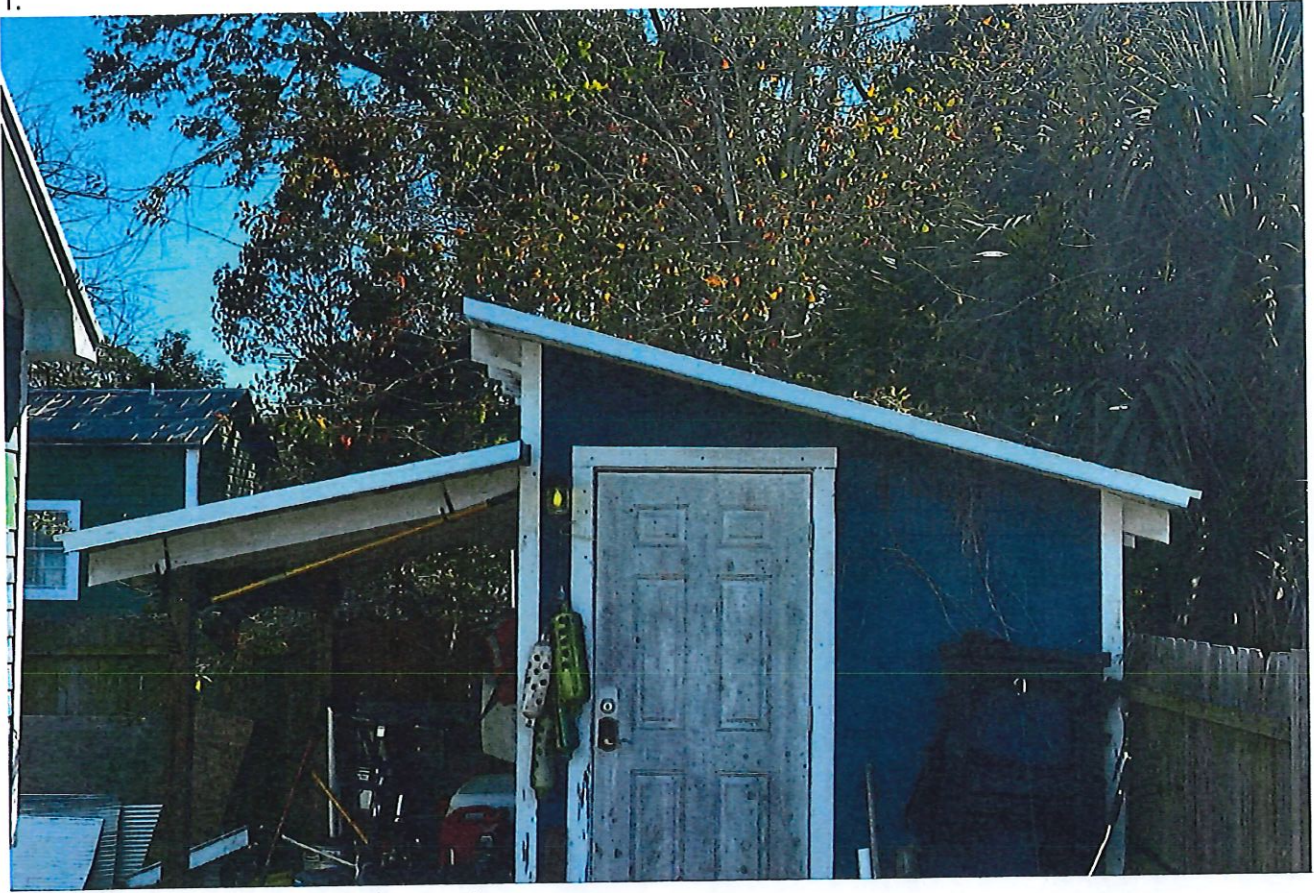
8579 MANOR DRIVE TALLAHASSEE, FLORIDA 32303

E-MAIL: MMDDTALLAHASSEE@GMAIL.COM

CELL: (850) 212-7966

Thank you for your guidance. Below, please find two examples of the proposed pole barn. 1. Is the Eve line of the existing shed I intend to match two. 2. Is an example of the overall appearance.

1.





Accessory Structure
103 Earl King Street



City of Apalachicola Planning & Zoning
Application for Development/Site Plan Approval

Official Use Only

Date Received: 1/26
Meeting Date: 2/12
Fees Due: \$50.00
Date Fees Paid: 1/26

OWNER INFORMATION

Owner Jeffery Lockley
Address 103 Earl King St
City Apalachicola State FL Zip 32320
Phone 850-866-7241

CONTRACTOR INFORMATION

Contractor Name Tool Time Building & Shed
State License # EC1-25605 License # RC29027540
Email office.tooltime@gmail.com
Phone 850-763-0065

PROJECT TYPE

- | | |
|--|---|
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Fence |
| <input type="checkbox"/> Addition | <input type="checkbox"/> Repair |
| <input type="checkbox"/> Alteration/Renovation | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Relocation | <input type="checkbox"/> Certificate of Appropriateness |
| <input type="checkbox"/> Demolition | <input checked="" type="checkbox"/> Other <u>Shed</u> |

PROPERTY INFORMATION

Street Address (911 Address): 103 Earl King St
City & State: Apalachicola FL Zip: 32320 Block: 144 Lot: 206
Parcel ID #: 144-206
Zoning District: R-2 [] Historic District [☒] Non-Historic District
FEMA Flood Zone: NO

OFFICIAL USE ONLY

Certificate of Appropriateness Required? Y (☒) N
Setback Requirements of Property:
Front: _____ Rear: 5' Side: 5' accessory
Corner Lot? Y (☒) N Street Sides: _____
Lot Coverage: 40%

STAFF NOTES/RECOMMENDATIONS:

- parcel is partially for sale,
if the vacant land sells
it will still be under 40%
- applicant must confirm placement
+ setbacks before install
+ permitting.

This development request has been approved for a Certificate of Appropriateness (if applicable), zoning, land use, and development review by the City of Apalachicola Planning & Zoning Board and a building permit is authorized to be issued.

City Staff _____

Date Approved _____

NOTE: This is a conceptual approval through the City based on our Land Development Code (LDC.) Please be aware that other documentation may be required by the Building Official.

JK
Applicant Initial

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

Shed 16 x 20
Two windows
One door

PROJECT SCOPE	MANUFACTURER	PRODUCT DESCRIPTION	FL PRODUCT APPROVAL #
Siding			
Doors			
Windows			
Roofing			
Trim			
Foundation			
Shutters			
Porch/Deck			
Fencing			
Driveways/Sidewalks			
Other		Shed	

NOTE: Please have a site plan prepared to turn in with your application. At minimum, the site plan needs to contain: a North arrow, surrounding streets, lot lines, lot dimensions, setbacks, current structure dimensions, proposed structure dimensions, fence locations, and fence heights. Applications requiring a Certificate of Appropriateness will also need to submit renderings/elevations of any proposed structures and note the materials proposed. More information may be requested by City Staff.

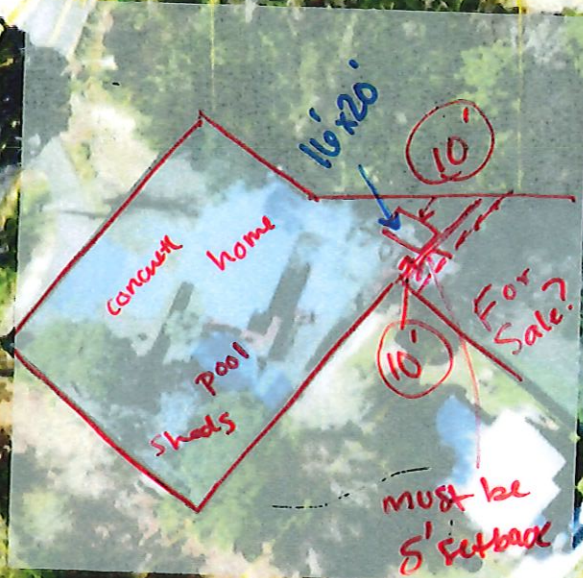
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1-25-2020
DATE


SIGNATURE OF APPLICANT



Lot Coverage:

entire parcel = $12,000 + 14,000$
= 26,000

minus for sales $12,000$ SF
950 SF

12,950 (40%)

5,180 SF

12,950

New shed: ~~2000~~ 320 SF

home: 2,140 SF

concrete: 400 SF + 45 SF + 21 SF

pool: 490 SF (25 acres)

sheds: $(10 \times 10) (20 \times 10) 100 + 200 = 300$

current estimated lot coverage:

2,140
400
45
21
490
300

under
lot coverage
even if
other lot
sells.

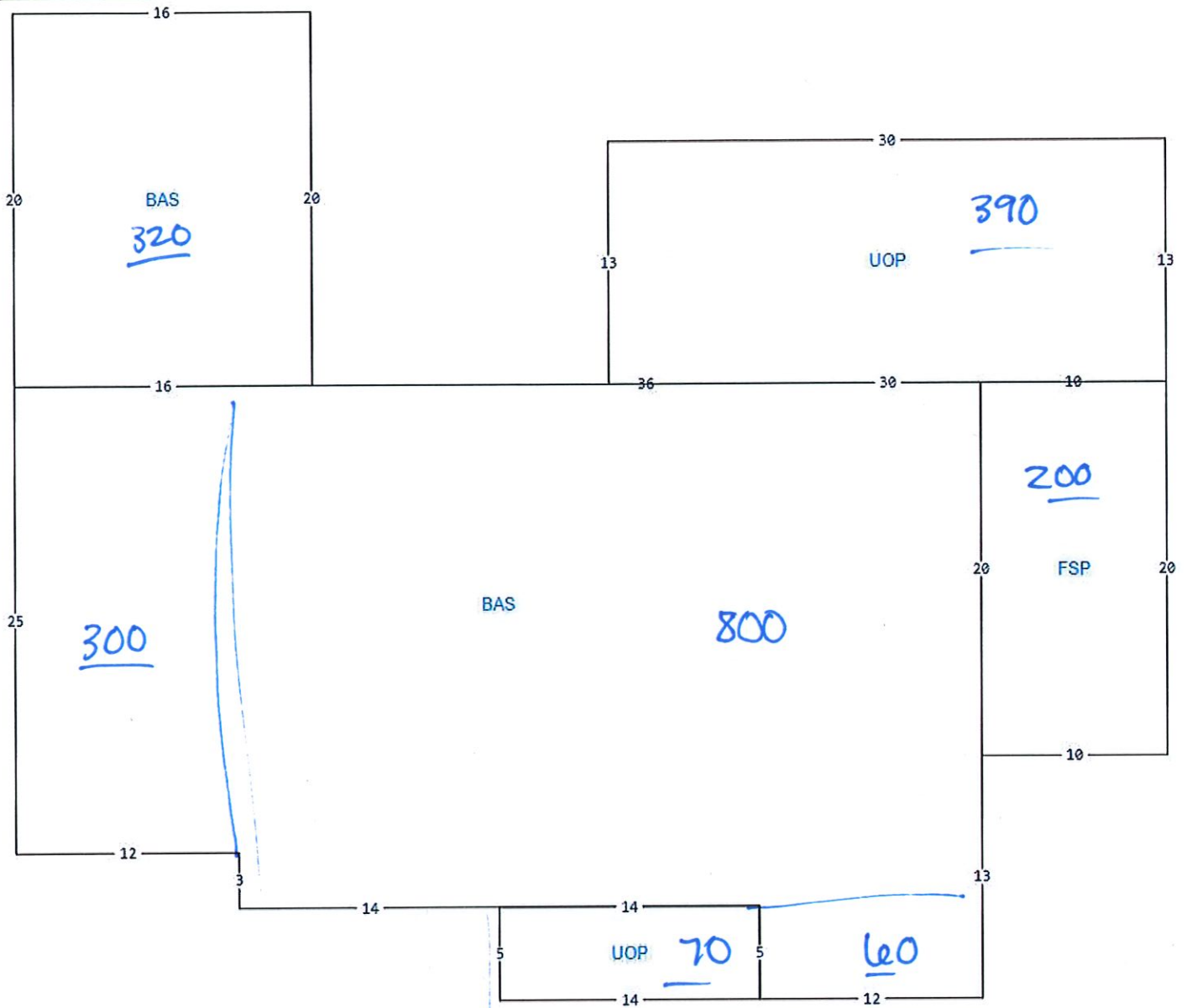
3,396 SF

proposed = 320

3,710 SF

home

Back to Parcel



SF: 2,140

2' 10"

45 SF

15'

Concrete
400 SF

Owners, Builders, Developers

PLEASE NOTE:

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5. Land Development regulations can be found on the City of Apalachicola website @ www.cityofapalachicola.com.
6. Please note that if any shrubs are planted or any materials (concrete, gravel, etc.) are placed in the City Right of Way that there is a possibility of removal at no expense to the City.

It is our intent to save you time any money in your plan preparation! The City of Apalachicola Planning & Zoning Board is a seven-member citizen board that also sits as the City's Architectural Review Board. Our responsibilities include protecting the historical character of the City. By working with the Planning & Zoning Board to obtain a Certificate of Appropriateness, your development will not only proceed more smoothly, but will also enhance the City's architectural integrity and historical character of Apalachicola.

Bree Robinson
City Planner
(850)323-0985
brobinson@cityofapalachicola.com

Thank you,
PLANNING & ZONING BOARD
CITY OF APALACHICOLA


Applicant Initial



New Construction

56 23rd Avenue



City of Apalachicola Planning & Zoning
Application for Development/Site Plan Approval

Official Use Only

Date Received: 1/17/24
Meeting Date: 2/12/24
Fees Due: 200.00
Date Fees Paid: 1/14/24

OWNER INFORMATION

Owner TOM VIETH
Address 335 STILLWATER LN
City NAVANA State FL Zip 32333
Phone 850 545 9037

CONTRACTOR INFORMATION

Contractor Name _____
State License # _____ City License # _____
Email TOM.VIETH.BUILD@YAHOO.COM
Phone 850 545 9037

PROJECT TYPE

☒ New Construction

☐ Addition

☐ Alteration/Renovation

☐ Relocation

☐ Demolition

☐ Fence

☐ Repair

☐ Variance

☐ Other _____

☐ Certificate of Appropriateness

PROPERTY INFORMATION

Street Address (911 Address): 56 23RD AVE
City & State: APALACHICOLA FL Zip: 32320
Parcel ID #: 01-096-08W-8330-0266-0140 Block: 266 Lot: 14 & 15
Zoning District: R2 [] Historic District [✓] Non-Historic District
FEMA Flood Zone: AH

OFFICIAL USE ONLY

Certificate of Appropriateness Required? Y/(N)

Setback Requirements of Property:

Front: 15 Rear: 25 Side: 15 ft

Corner Lot? Y/(N)

Lot Coverage: _____

STAFF NOTES/RECOMMENDATIONS:

-meets setbacks + lot coverage

-Certificate of Appropriateness

NOT required

- OK

This development request has been approved for a Certificate of Appropriateness (if applicable), zoning, land use, and development review by the City of Apalachicola Planning & Zoning Board and a building permit is authorized to be issued.

City Staff _____

Date Approved _____

NOTE: This is a conceptual approval through the City based on our Land Development Code (LDC.) Please be aware that other documentation may be required by the Building Official.

TV
Applicant Initial

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

NEW SINGLE FAMILY HOME - CEMENT BOARD SIDING, METAL ROOF
1013 SQ FT 1532 SF TOTAL AREA

PROJECT SCOPE	MANUFACTURER	PRODUCT DESCRIPTION	FL PRODUCT APPROVAL #
Siding	JAMES HARDIE	CEMENT BO.	FL 889
Doors	BUILDERS 1ST SOURCE		FL 4909 FL 7853
Windows	JELD WEN	VINYL	FL 14104.1
Roofing	GALVALUME ES PRODUCTS	METAL ROOF	FL 11651.14 FL 1173
Trim	OWENS CORNING	VINYL	FL 920
Foundation	CEMENT		
Shutters	N/A		
Porch/Deck	N/A		
Fencing	N/A		
Driveways/Sidewalks			
Other			

NOTE: Please have a site plan prepared to turn in with your application. At minimum, the site plan needs to contain: a North arrow, surrounding streets, lot lines, lot dimensions, setbacks, current structure dimensions, proposed structure dimensions, fence locations, and fence heights. Applications requiring a Certificate of Appropriateness will also need to submit renderings/elevations of any proposed structures and note the materials proposed. More information may be requested by City Staff.

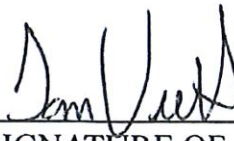
CERTIFICATION

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel numbers(s), and legal description(s) is(are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the City of Apalachicola to enter onto the property in question during regular business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 business days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report (if applicable) will be available on the City's website approximately one week before the Planning & Zoning Board Meeting.
5. I/We understand that the approval of this application by the Planning & Zoning Board or staff in NO way constitutes approval of a Building Permit for Construction from the City of Apalachicola Community and Economic Development Office.
6. I/We understand that all changes to the approved scope of work stated in a Certificate of Appropriateness or Development Order application have to be approved by the P&Z Board before work commences on those changes. There will be no charge for revisions. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and additional fees/penalties.
7. I/We understand that any decision of the P&Z Board may be appealed to the City Commission within 30 days after the decision by the P&Z Board; otherwise, the decision will be final.
8. I/We understand that a Certificate of Appropriateness is only valid for one year after issuance. They are renewable for six months without cause if requested, and for an additional six months upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documents to City Staff, if needed.
9. I/We understand that P&Z Board approval is permission to obtain a permit for work and installation as indicated. I certify that all work will be performed to meet standards of all laws regulating construction in this jurisdiction.
10. I/We understand that there will be no issuance of a Certificate of Appropriateness without the property owner obtaining Homeowner's Association approval (if required) prior to the P&Z Board Meeting and/or before the beginning of an work and in no way authorizes work that is in violation of any association rules or regulations.

1/4/24

DATE



SIGNATURE OF APPLICANT

Owners, Builders, Developers

PLASE NOTE:

1. If the proposed development is located within the City's Historic District; a Certificate of Appropriateness from the City's Planning & Zoning Board and Architectural Review Committee is necessary before any permitting can take place.
2. Required site plan elements and the Development Order/Certificate of Appropriateness applications are due 10 BUSINESS DAYS prior to the scheduled monthly meeting (second Monday of each month) of the Planning & Zoning Board.
3. Residential site plan approvals are valid for one year after issuance. If a building permit is not obtained within a year after receiving P&Z approval, the applicant must re-apply and receive P&Z approval again. (Commercial site plan approvals are valid for two years.)
4. After you have received your Planning & Zoning Approval and/or Certificate of Appropriateness, whichever applies, take all development documents to the Building Department at 192 Coach Wagoner Blvd, Apalachicola to apply for your building permit. A P&Z Development Order Application is not a building permit application – there will be building permit forms to fill out. Building permit issuance and all inspections will be coordinated with the Building Department Clerk. Please be advised that additional documentation may be required by the Building Clerk or Building Official. Please email buildingdept@cityofapalachicola.com or call City Hall at (850)653-7592 with any permitting questions.
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Bree Robinson
City Planner
(850)323-0985
brobinson@cityofapalachicola.com

Thank you,
PLANNNG & ZONING BOARD
CITY OF APALACHICOLA

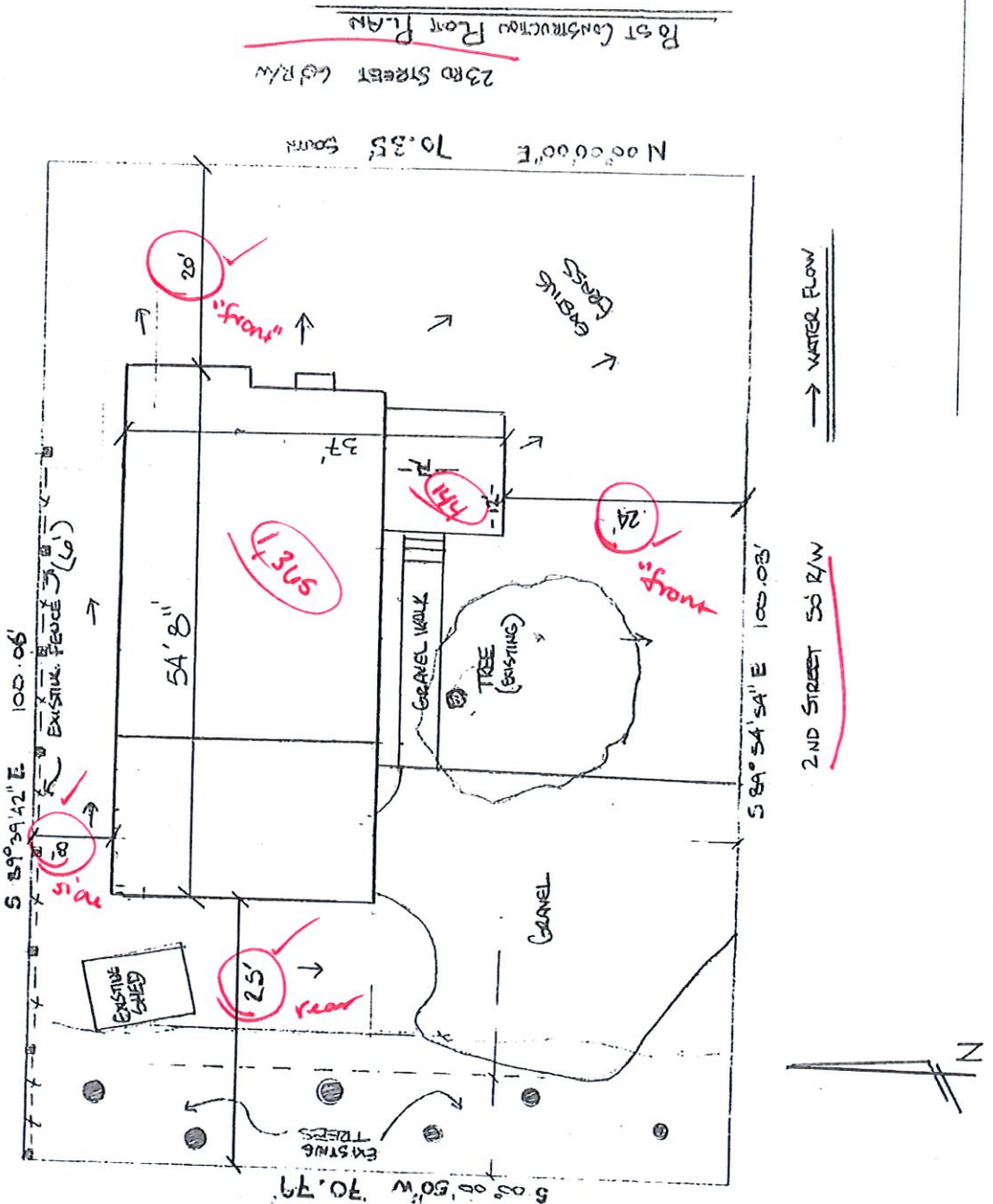

Applicant Initial

RON NIPPE NITTE
850 653 7592



James A
Zaleski

Digitally signed by
James A Zaleski
Date: 2023.12.11
07:44:47 -05'00'



OR DIGITAL SIGNATURE/SEAL: This item has been digitally signed and sealed by JAMES ZALESKI P.E. 51544 on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on electronic copies.

James Zaleski P.E. 51544 2305 Haverhill Rd Tallahassee, FL 32312 PH 850-766-7778



Certificate of Appropriateness & New Construction

109 16th Street



City of Apalachicola Planning & Zoning
Application for Development/Site Plan Approval

Official Use Only

Date Received: 1/24/24

Meeting Date: 2/12/24

Fees Due: 275.00

Date Fees Paid: 1/28/24

OWNER INFORMATION

Owner Dane and Nancy Clemons
Address 833 Red Fern Road
City Havana State FL Zip 32333
Phone 850-743-9658

CONTRACTOR INFORMATION

Contractor Name Clifton Renn
State License # CGC1530793 City License # _____
Email cliff@csrconstruct.com
Phone (850) 933-8111

PROJECT TYPE

☒ New Construction

☐ Addition

☐ Alteration/Renovation

☐ Relocation

☐ Demolition

☐ Fence

☐ Repair

☐ Variance

☒ Certificate of Appropriateness

☐ Other _____

PROPERTY INFORMATION

Street Address (911 Address): 109 16th
City & State: Apalachicola FL Zip: 32320
Parcel ID #: 01-09S-08W-8330-0100-0070 Block: 100 SE 1/2 Lot 7 Lot: All of Lot 8
Zoning District: 3 (R-1) [x] Historic District [] Non-Historic District
FEMA Flood Zone: 12037C0526F

OFFICIAL USE ONLY

Certificate of Appropriateness Required? Y N

Setback Requirements of Property:

Front: 15' Rear: 25' Side: 7.5'

Corner Lot? Y N Street Sides: —

Lot Coverage: 40%

STAFF NOTES/RECOMMENDATIONS:

- Previously approved by Pt2
- Applicant added pool, concrete,
+ changed accessory design
- Only 65 SF left of 40%.
- Contingent upon accessory not
being used as dwelling!

This development request has been approved for a Certificate of Appropriateness (if applicable), zoning, land use, and development review by the City of Apalachicola Planning & Zoning Board and a building permit is authorized to be issued.

City Staff _____

Date Approved _____

NOTE: This is a conceptual approval through the City based on our Land Development Code (LDC.) Please be aware that other documentation may be required by the Building Official.

DWC

Applicant Initial _____

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

NEW CONSTRUCTION

PROJECT SCOPE	MANUFACTURER	PRODUCT DESCRIPTION	FL PRODUCT APPROVAL #
Siding			
Doors			
Windows			
Roofing			
Trim			
Foundation			
Shutters			
Porch/Deck			
Fencing			
Driveways/Sidewalks			
Other			

NOTE: Please have a site plan prepared to turn in with your application. At minimum, the site plan needs to contain: a North arrow, surrounding streets, lot lines, lot dimensions, setbacks, current structure dimensions, proposed structure dimensions, fence locations, and fence heights. Applications requiring a Certificate of Appropriateness will also need to submit renderings/elevations of any proposed structures and note the materials proposed. More information may be requested by City Staff.

CERTIFICATION

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel numbers(s), and legal description(s) is(are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the City of Apalachicola to enter onto the property in question during regular business hours in order to take photos which will be placed in the permanent file.
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1-23-24

DATE


Dane Clemons

SIGNATURE OF APPLICANT

Setbacks OK
Lot coverage OK

REV: 01/23/24

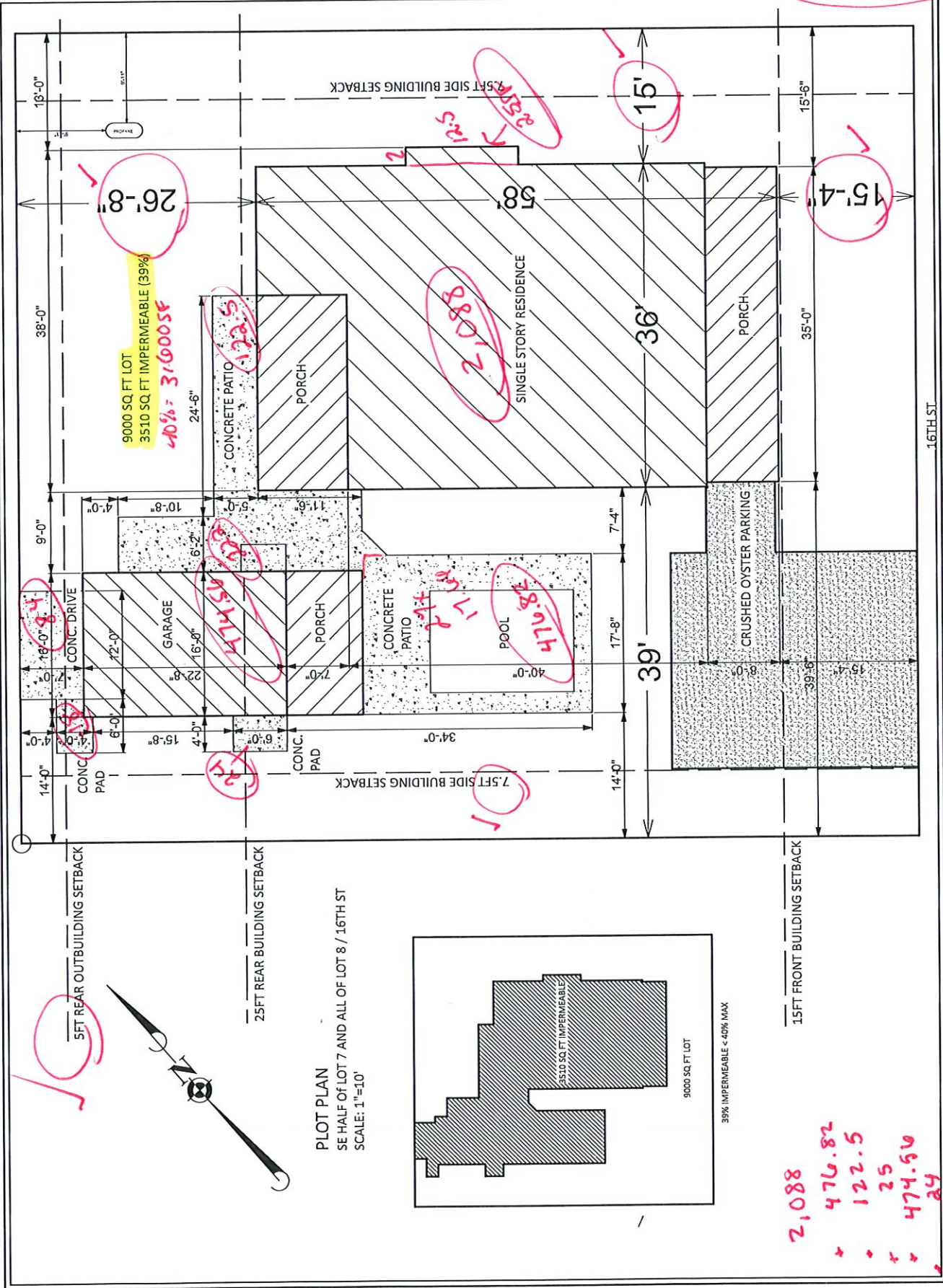
CLEMONS HOME



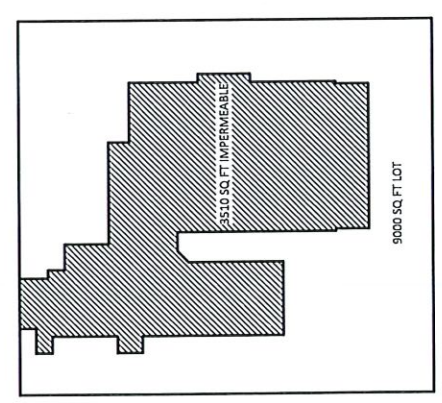
My Custom Home Design
www.mycustomhomedesign.com
Call (850) 363-7972
will.customhomedesign@gmail.com

SITE PLAN

A00



PLOT PLAN
SE HALF OF LOT 7 AND ALL OF LOT 8 / 16TH ST
SCALE: 1"=10'



2,088
+ 476.82
+ 122.5
+ 25
+ 474.96
+ 24
+ 222
+ 84
+ 18

3,534.85

1556 1207 1556

Clemons Residence

GENERAL NOTES:

- 1) DO NOT SCALE DRAWINGS; DIMENSIONS SHOWN SHALL BE USED
- 2) CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS AT SITE BEFORE PROCEEDING WITH ANY WORK
- 3) NOTES INDICATING TYPICAL CONDITIONS SHALL APPLY TO ALL LIKE AREAS UNLESS NOTED OTHERWISE
- 4) CONTRACTOR SHALL VERIFY AND COMPLY TO ALL LOCAL AND NATIONAL BUILDING CODES
- 5) ALL SUB-CONTRACTORS SHALL BE RESPONSIBLE FOR THEIR DAMAGE TO OTHER TRADES

MINIMUM STANDARD FOOTING DESIGN

- 1) MIN. FTG. DEPTH TO THE BOTTOM OF THE FTG SHALL BE IN ACCORDANCE TO LOCAL FROST LINE CODES
- 2) MIN. CONC. FTG. TO BE 8" THICK BY 16" WIDE
- 3) FTG. TO HAVE (2) CONT. #4 REBAR WITH SPLICE LAP OF 30X DIA
- 4) ALL REBAR SHALL BE SUPPORTED AND ANCHORED WITH METAL STAKES AND/OR CHAIRS WHICH PROVIDE A MIN. OF 3" CLEARANCE FROM SIDES AND BOTTOM OF THE SOIL

ELECTRICAL NOTES

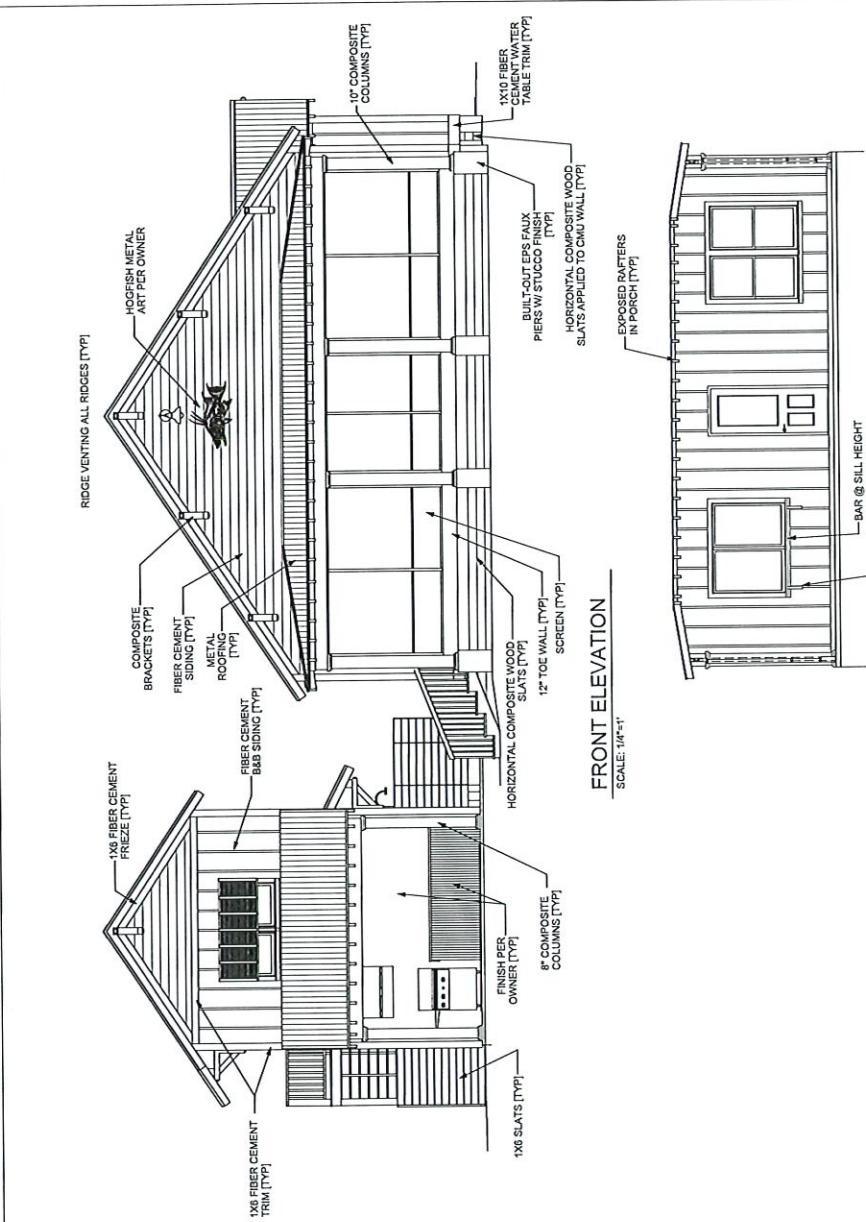
- 1) ELECTRICAL INSTALLATION SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE NATIONAL ELECTRIC CODE AND ALL APPLICABLE LOCAL CODES
- 2) LOCATION OF EXISTING UNDERGROUND UTILITY LINES AND STRUCTURES SHALL BE DETERMINED AND VERIFIED IN THE FIELD PRIOR TO COMMENCING WORK. ELECTRICAL CONTRACTORS SHALL BE RESPONSIBLE FOR THEIR DAMAGE TO OTHER TRADES
- 3) ELECTRICAL BOXES INSTALLED IN FLOORS, WALLS, OR CEILINGS SHALL BE MOUNTED FLUSH WITH FINISHED SURFACE AND CONDUITS AND/OR CABLES SHALL BE CONCEALED UNLESS OTHERWISE NOTED
- 4) EXTERIOR OUTLETS ARE WP /GFI
- 5) OUTLETS IN GARAGE OR WITHIN 6' OF A WATER SOURCE ARE GFI
- 6) CONFIRM LOCATION OF FIXTURES WITH OWNERS AT THE COMPLETION OF FRAMING IF SAID OWNERS ARE AVAILABLE WITHIN A TIMELY PERIOD

MECHANICAL NOTES

- 1) MECHANICAL INSTALLATION SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE NATIONAL MECHANICAL SYSTEM CODE AND ALL APPLICABLE LOCAL CODES

PLUMBING NOTES

- 1) PLUMBING INSTALLATION SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE NATIONAL PLUMBING SYSTEM CODE AND ALL APPLICABLE LOCAL CODES



APPLICABLE CODES:
FLORIDA BUILDING CODE 7TH EDITION (2020) RESIDENTIAL
FLORIDA BUILDING CODE 7TH EDITION (2020) EXISTING BUILDING
FLORIDA BUILDING CODE 7TH EDITION (2020) MECHANICAL
FLORIDA BUILDING CODE 7TH EDITION (2020) PLUMBING
NATIONAL ELECTRIC CODE 2014 EDITION

REVISION	02/05/20
REVISION	02/05/20
REVISION	02/05/20
REVISION	02/05/20
REVISION	02/05/20
REVISION	02/05/20

AREA (TO FRAMING)	SQ. FT.
1ST FLOOR	1608
ABV. GARAGE	362
TOTAL LIVING	1970
GARAGE	362
ENTRY PORCH	280
REAR PORCH	217
TOTAL (UNDER BEAM)	2829

ENGINEER OF RECORD

INDEX OF SHEETS

Q1:	COVER SHEET
Q2:	ELEVATIONS
Q3:	1ST FLOOR PLAN
Q4:	2ND FLOOR PLAN/ROOF PLAN
Q5:	FOUNDATION SECTIONS
Q6:	1ST FL ELECTRICAL PLAN
Q7:	2ND FL ELECTRICAL PLAN

To the best of my knowledge these plans are being prepared to comply with owner's and/or builder's specifications and any changes made on them after prints are made will be done at the owner's and/or builder's expense and responsibility. The contractor shall verify all dimensions and enclosed drawing. My Custom Home Design is not liable for errors once construction has begun. While every effort has been made in the preparation of this plan to avoid mistakes, the maker can not guarantee against human error. The contractor of the job must check all dimensions and other details prior to construction and be solely responsible thereafter.

Will Roberts - Custom Home Plans

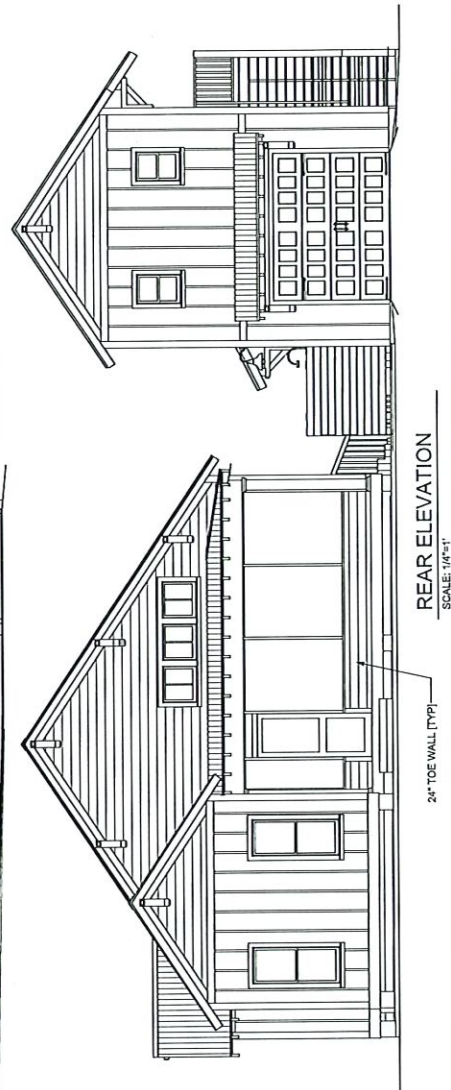
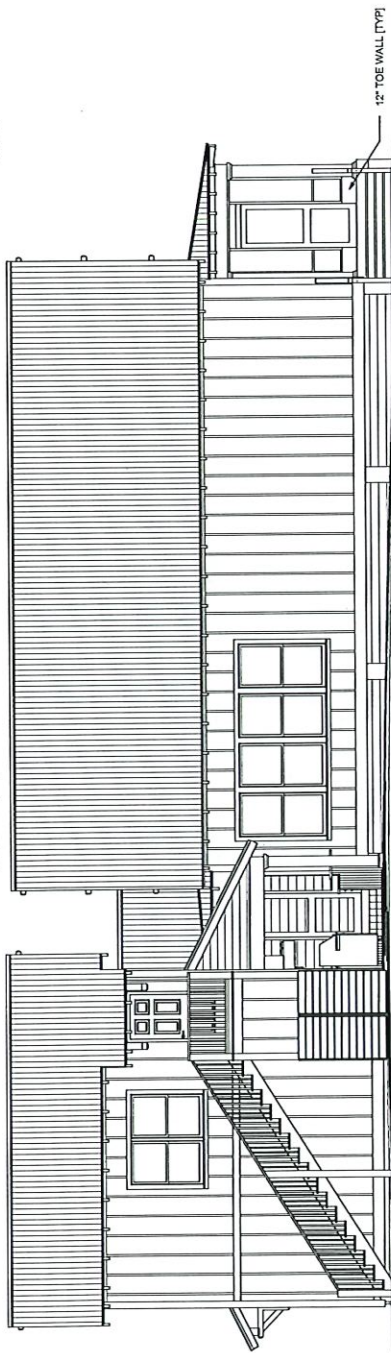
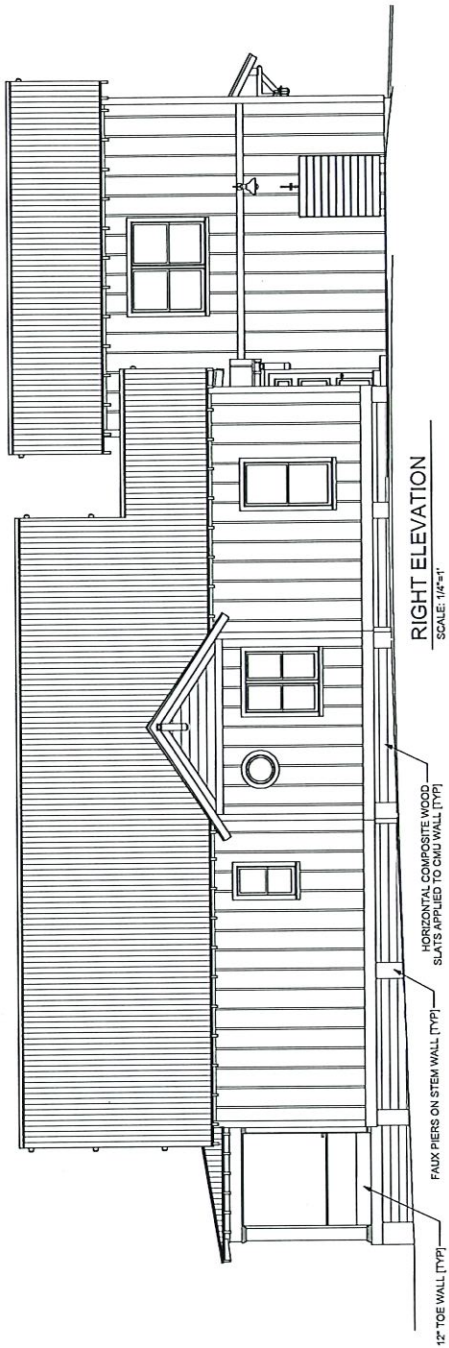
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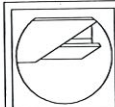
1 (850) 363-7972
www.mycustomhomedesign.com

DRAWN BY WDR
REV: 01/05/24

New Residence For
Dane and Nancy Clemons

COVER SHEET
8 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100





New Residence For

Dane and Nancy Clemons

Will Roberts - Custom Home Plans

DRAWN BY WDR

REV: 01/05/24

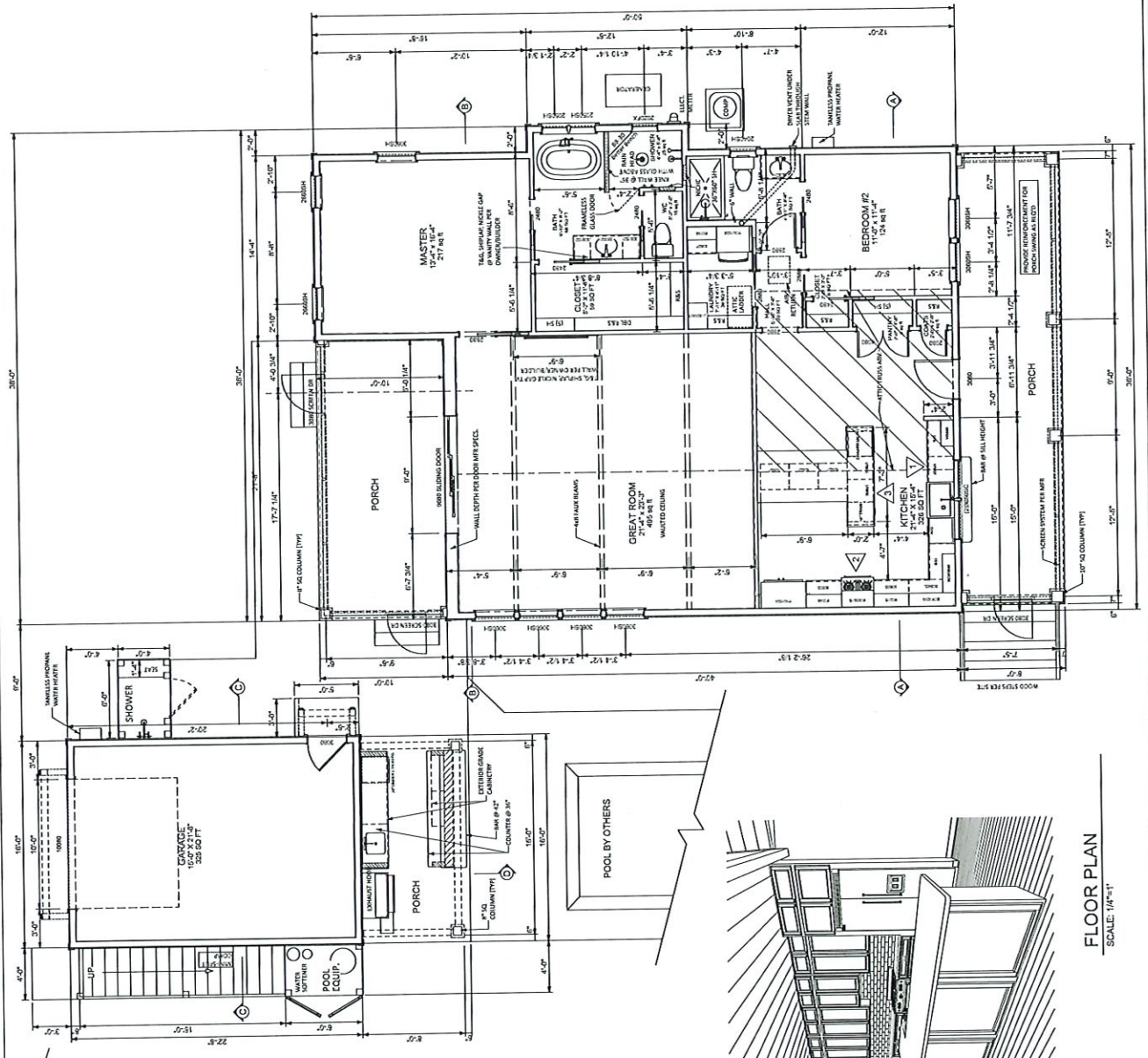
www.mycustomhomedesign.com

1 (850) 363-7972

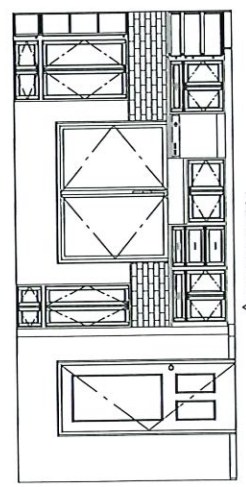
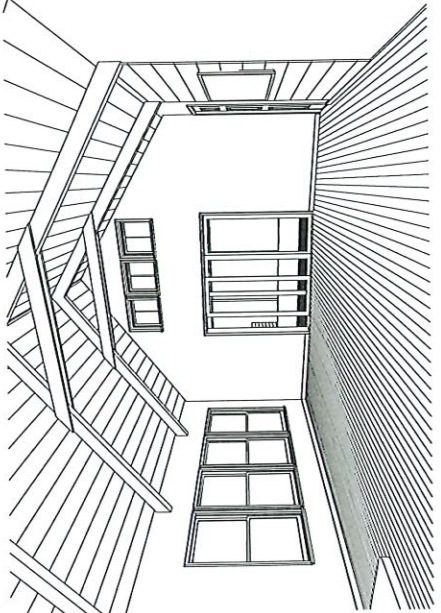
Plan #211015

8 of 30

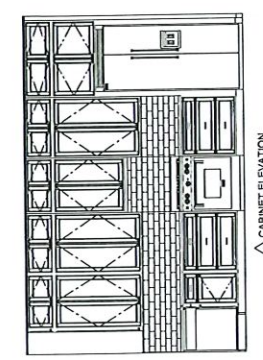
FLOOR PLAN



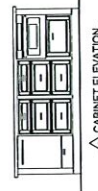
FLOOR PLAN
SCALE: 1/4"=1'



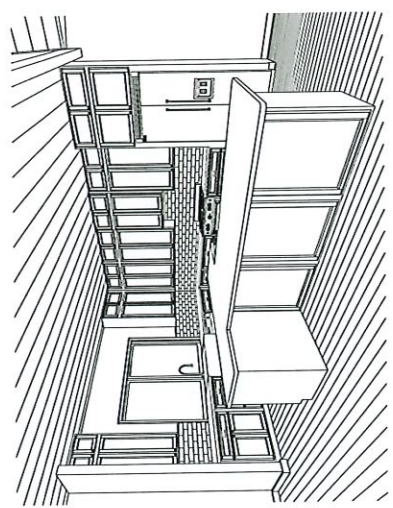
1. CABINET ELEVATION



2. CABINET ELEVATION



3. CABINET ELEVATION





New Residence For
Dane and Nancy Clemens

Will Roberts - Custom Home Plans

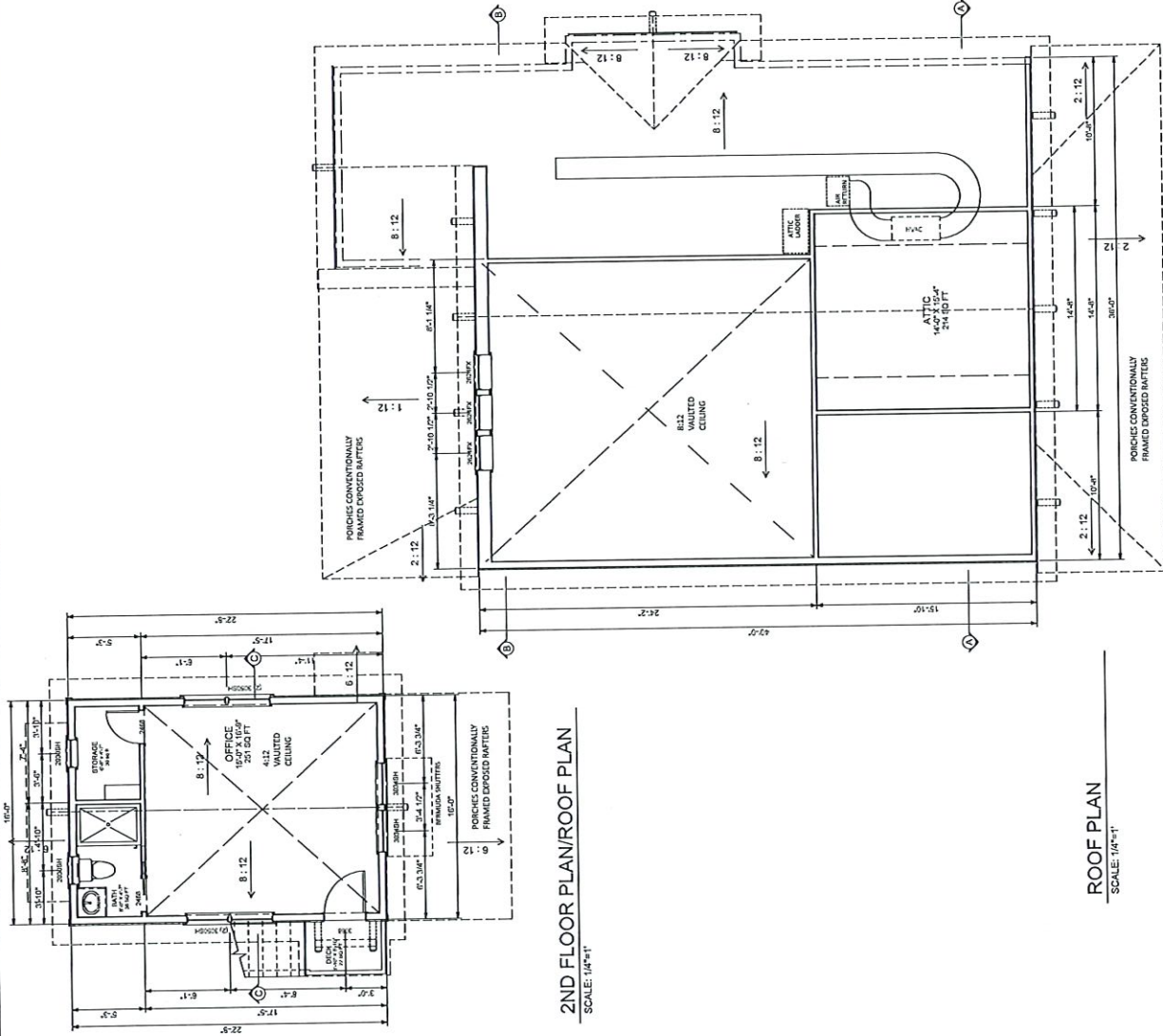
DRAWN BY WDR
REV: 01/05/24

1 (850) 363-7972
www.mycustomhomedesign.com

Plan #211015

8 of 4

ROOF PLAN





New Residence For
Dane and Nancy Clemens

DRAWN BY WDR
REV: 01/05/24

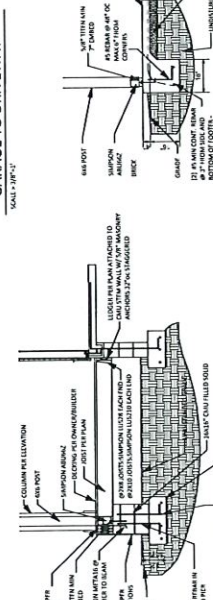
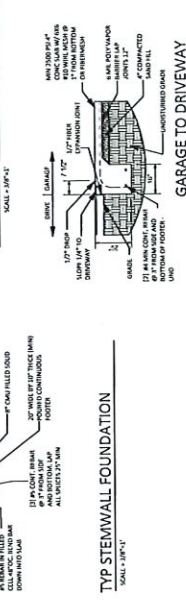
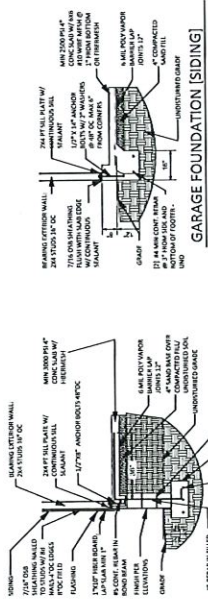
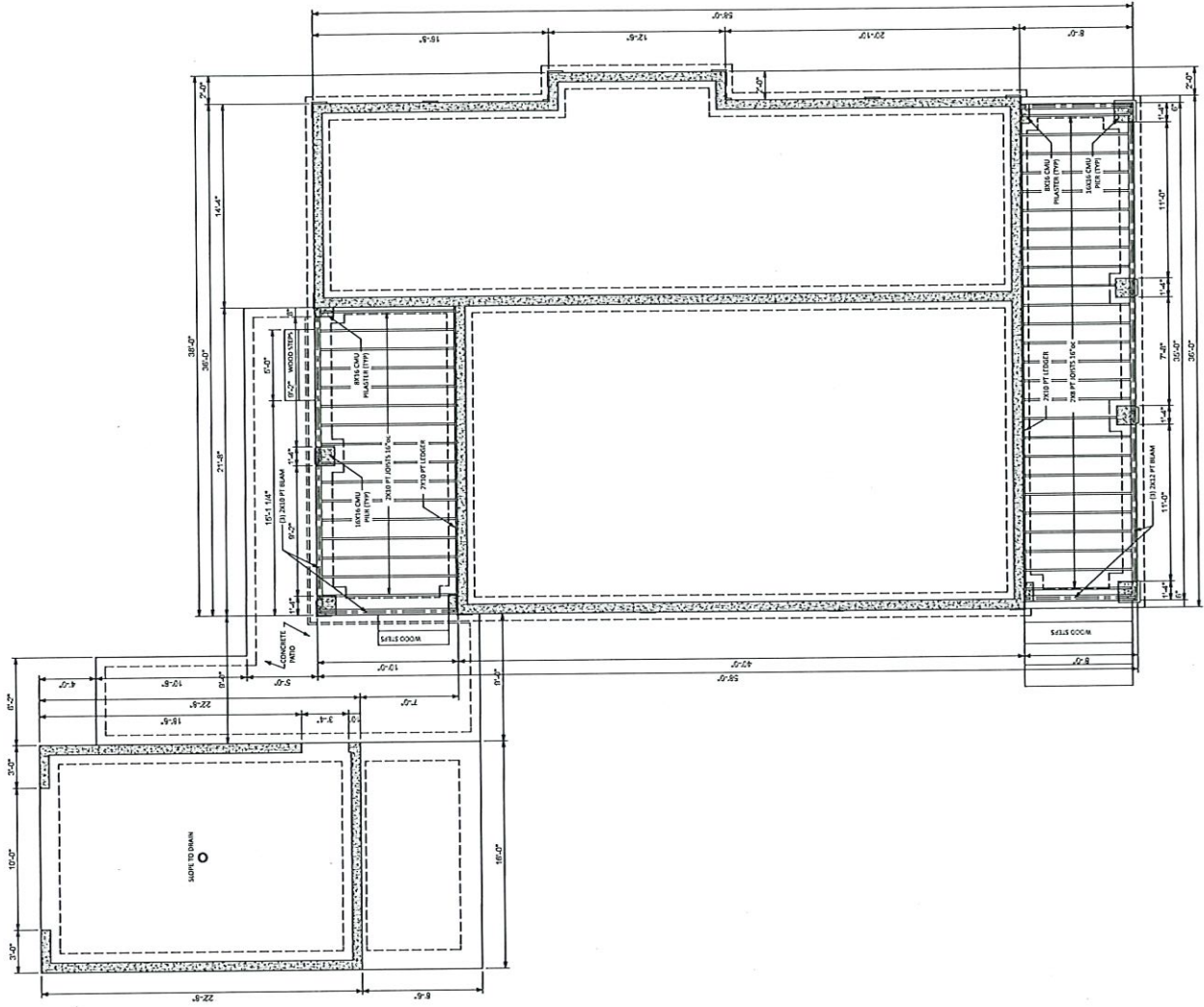
1 (850) 363-7972
www.mycustomhomedesign.com

Plan #211015

Will Roberts - Custom Home Plans

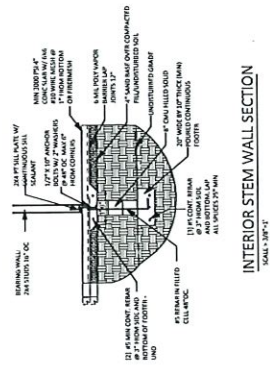
8 1/2" x 11" 3/4"

FOUNDATION PLAN



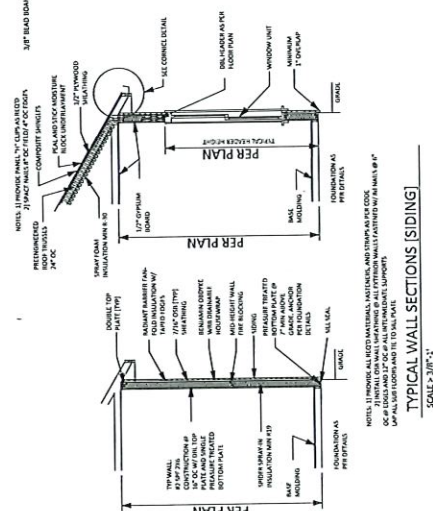
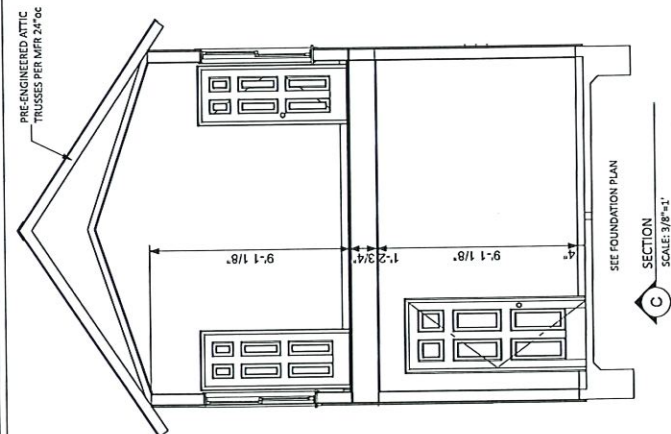
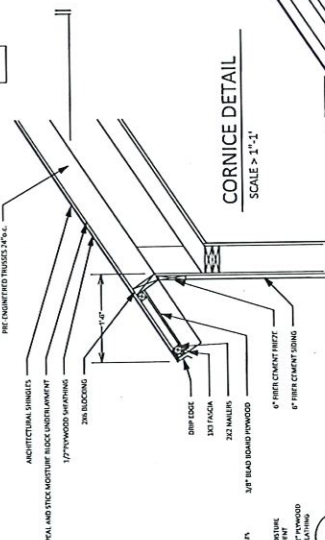
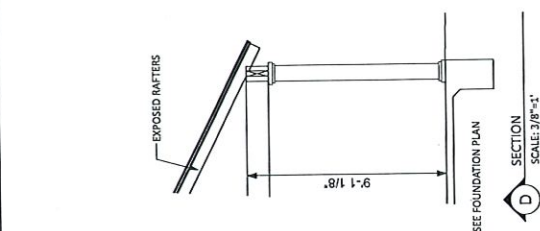
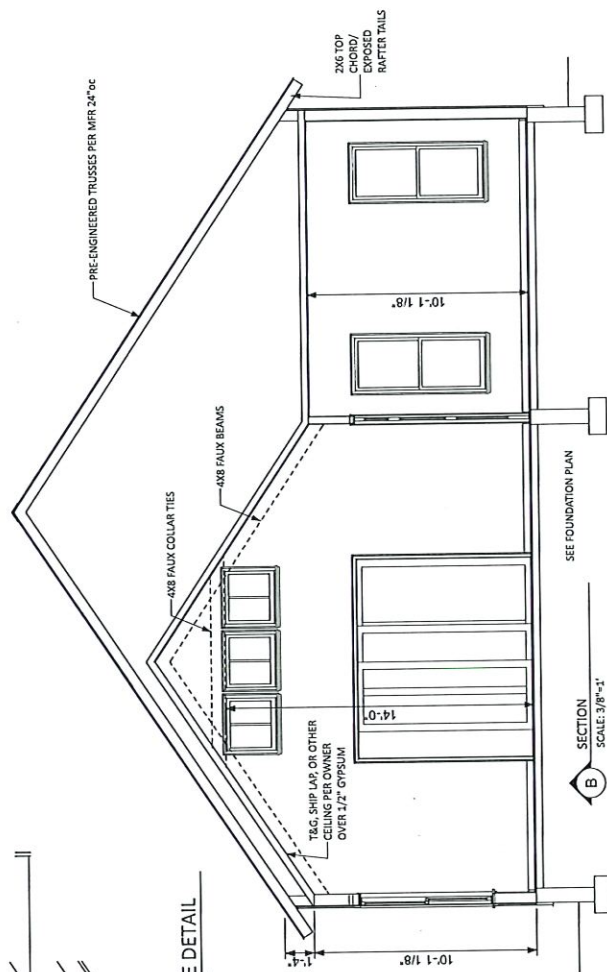
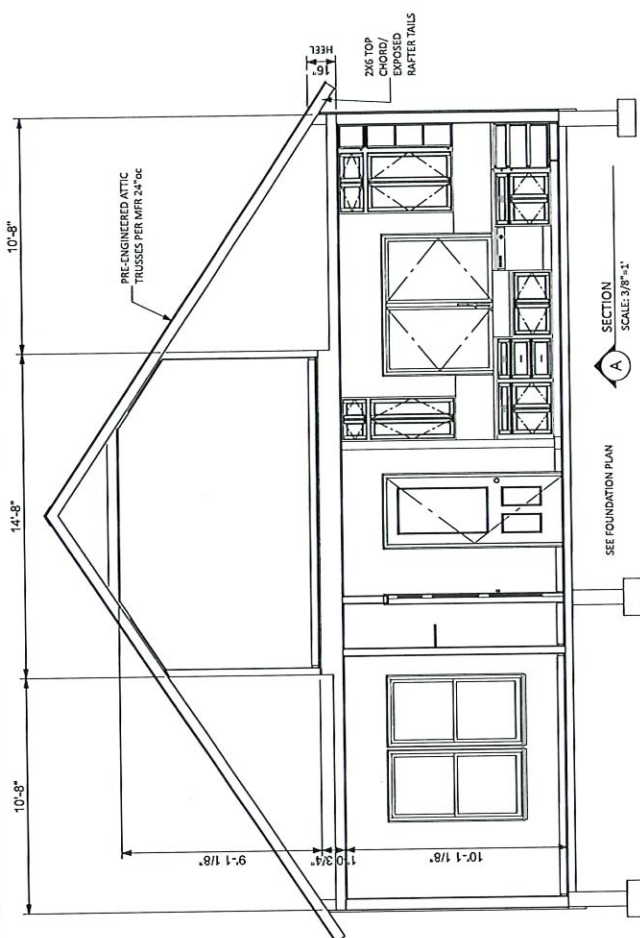
TYP FOUNDATION @ GRADE LEVEL PORCH
SCALE: 1/4" = 1'-0"

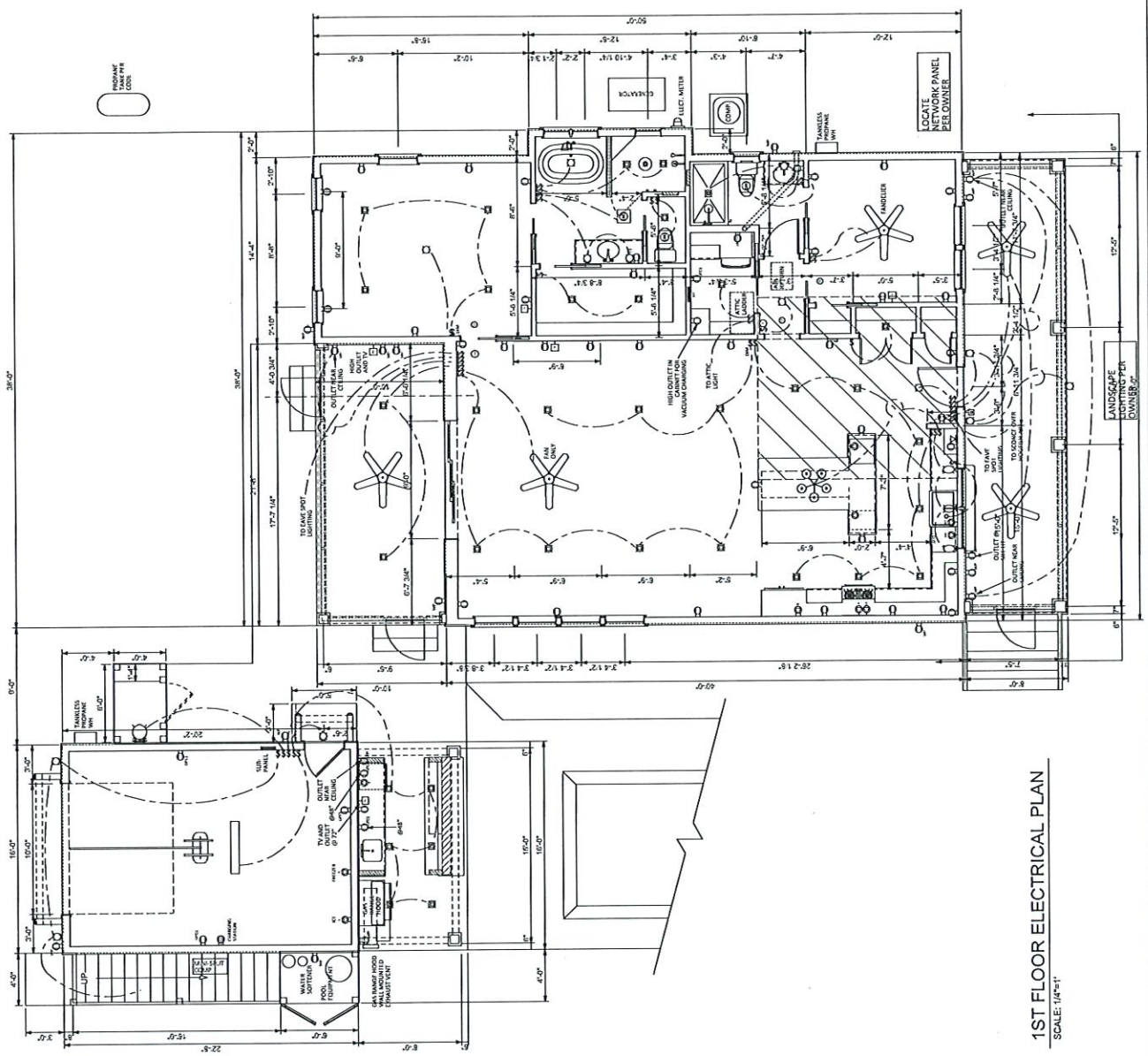
TYP FOUNDATION @ ELEVATED PORCH
SCALE: 1/4" = 1'-0"



INTERIOR STEM WALL SECTION
SCALE: 1/4" = 1'-0"

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





1ST FLOOR ELECTRICAL PLAN
SCALE: 1/4"=1'

ELECTRICAL SYMBOL LEGEND	
	15 AMP CIRCUIT
	20 AMP CIRCUIT
	30 AMP CIRCUIT
	40 AMP CIRCUIT
	50 AMP CIRCUIT
	60 AMP CIRCUIT
	70 AMP CIRCUIT
	80 AMP CIRCUIT
	90 AMP CIRCUIT
	100 AMP CIRCUIT
	110 AMP CIRCUIT
	120 AMP CIRCUIT
	130 AMP CIRCUIT
	140 AMP CIRCUIT
	150 AMP CIRCUIT
	160 AMP CIRCUIT
	170 AMP CIRCUIT
	180 AMP CIRCUIT
	190 AMP CIRCUIT
	200 AMP CIRCUIT
	210 AMP CIRCUIT
	220 AMP CIRCUIT
	230 AMP CIRCUIT
	240 AMP CIRCUIT
	250 AMP CIRCUIT
	260 AMP CIRCUIT
	270 AMP CIRCUIT
	280 AMP CIRCUIT
	290 AMP CIRCUIT
	300 AMP CIRCUIT
	310 AMP CIRCUIT
	320 AMP CIRCUIT
	330 AMP CIRCUIT
	340 AMP CIRCUIT
	350 AMP CIRCUIT
	360 AMP CIRCUIT
	370 AMP CIRCUIT
	380 AMP CIRCUIT
	390 AMP CIRCUIT
	400 AMP CIRCUIT
	410 AMP CIRCUIT
	420 AMP CIRCUIT
	430 AMP CIRCUIT
	440 AMP CIRCUIT
	450 AMP CIRCUIT
	460 AMP CIRCUIT
	470 AMP CIRCUIT
	480 AMP CIRCUIT
	490 AMP CIRCUIT
	500 AMP CIRCUIT
	510 AMP CIRCUIT
	520 AMP CIRCUIT
	530 AMP CIRCUIT
	540 AMP CIRCUIT
	550 AMP CIRCUIT
	560 AMP CIRCUIT
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	580 AMP CIRCUIT
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	710 AMP CIRCUIT
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	730 AMP CIRCUIT
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	750 AMP CIRCUIT
	760 AMP CIRCUIT
	770 AMP CIRCUIT
	780 AMP CIRCUIT
	790 AMP CIRCUIT
	800 AMP CIRCUIT
	810 AMP CIRCUIT
	820 AMP CIRCUIT
	830 AMP CIRCUIT
	840 AMP CIRCUIT
	850 AMP CIRCUIT
	860 AMP CIRCUIT
	870 AMP CIRCUIT
	880 AMP CIRCUIT
	890 AMP CIRCUIT
	900 AMP CIRCUIT
	910 AMP CIRCUIT
	920 AMP CIRCUIT
	930 AMP CIRCUIT
	940 AMP CIRCUIT
	950 AMP CIRCUIT
	960 AMP CIRCUIT
	970 AMP CIRCUIT
	980 AMP CIRCUIT
	990 AMP CIRCUIT
	1000 AMP CIRCUIT

2ND FLOOR ELECTRICAL PLAN

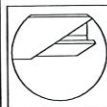
Plan #211015

1 (850) 363-7972
www.mycustomhomedesign.com

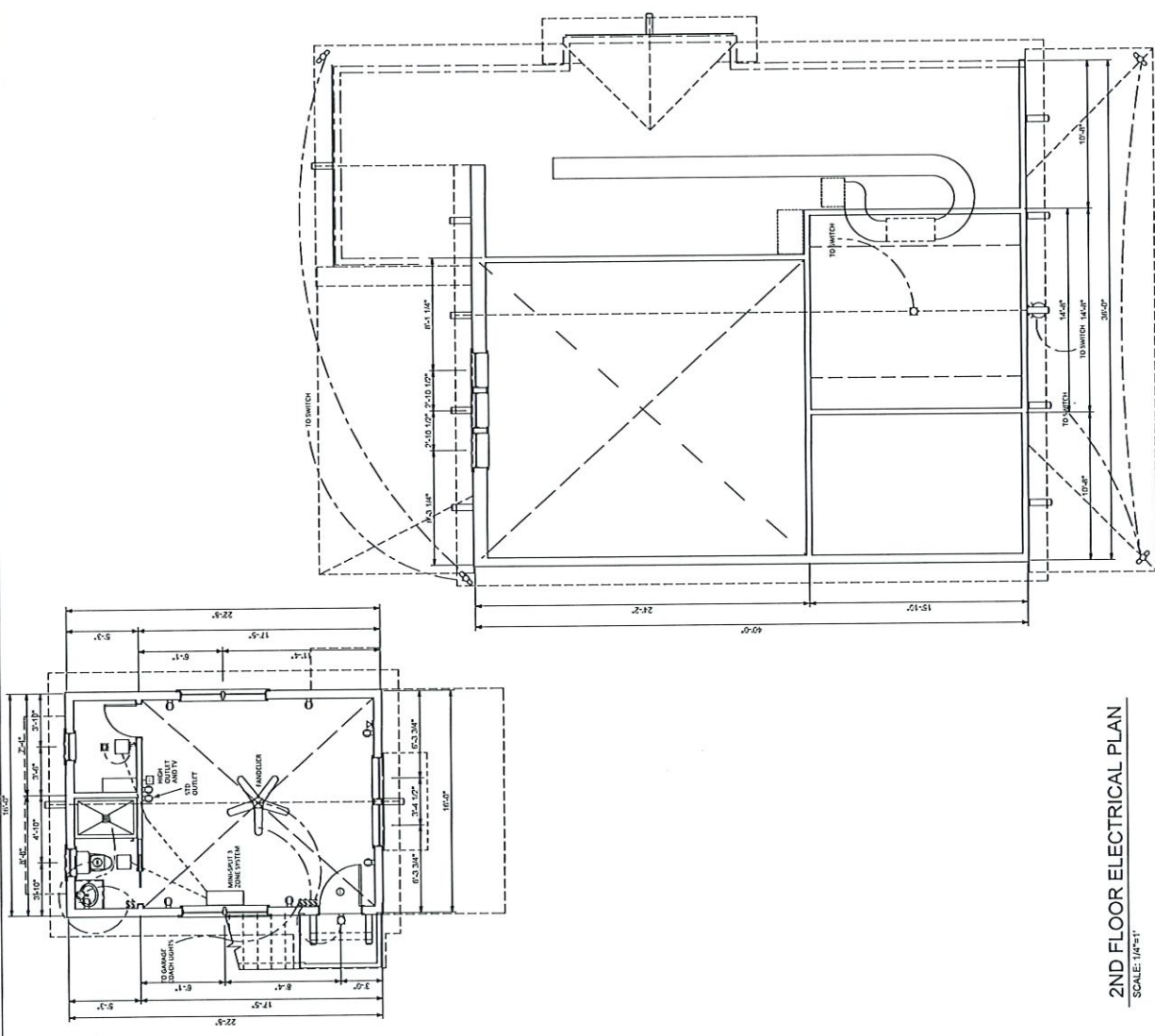
DRAWN BY WDR
REV: 01/05/24

Will Roberts - Custom Home Plans

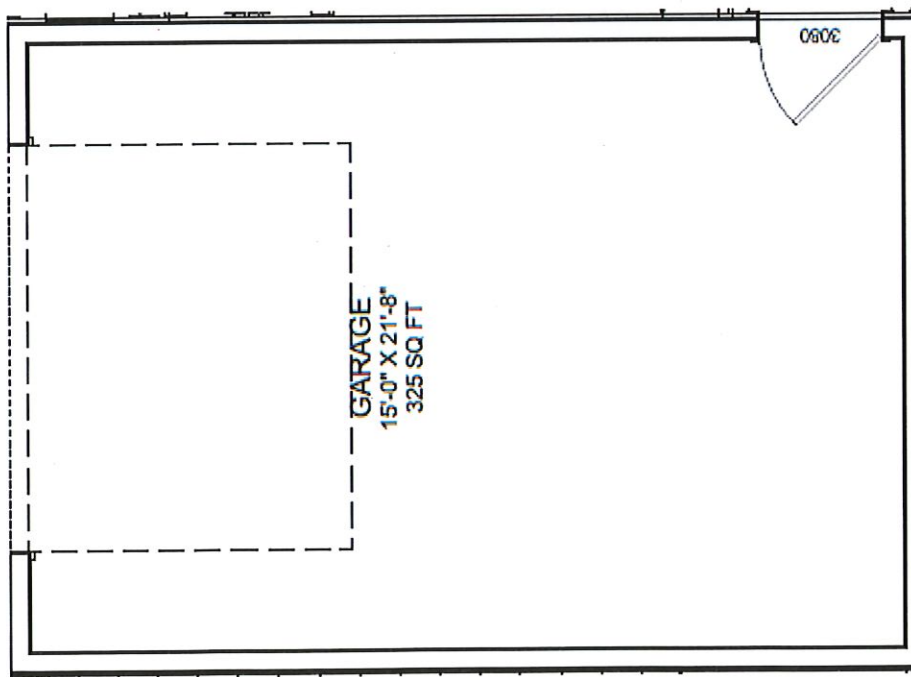
New Residence For
Dane and Nancy Clemens



2ND FLOOR ELECTRICAL PLAN
SCALE: 1/4"=1'



ELECTRICAL SYMBOL LEGEND	
	15A Breaker
	20A Breaker
	30A Breaker
	40A Breaker
	50A Breaker
	60A Breaker
	70A Breaker
	80A Breaker
	90A Breaker
	100A Breaker
	125A Breaker
	150A Breaker
	175A Breaker
	200A Breaker
	225A Breaker
	250A Breaker
	275A Breaker
	300A Breaker
	325A Breaker
	350A Breaker
	375A Breaker
	400A Breaker
	425A Breaker
	450A Breaker
	475A Breaker
	500A Breaker
	525A Breaker
	550A Breaker
	575A Breaker
	600A Breaker
	625A Breaker
	650A Breaker
	675A Breaker
	700A Breaker
	725A Breaker
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	775A Breaker
	800A Breaker
	825A Breaker
	850A Breaker
	875A Breaker
	900A Breaker
	925A Breaker
	950A Breaker
	975A Breaker
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	1025A Breaker
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	2175A Breaker
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	3075A Breaker
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	3125A Breaker
	3150A Breaker
	3175A Breaker
	3200A Breaker
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	8825A Breaker
	8850A Breaker
	8875A Breaker
	8900A Breaker
	8925A Breaker
	8950A Breaker
	8975A Breaker
	9000A Breaker
	9025A



Owners, Builders, Developers

PLEASE NOTE:

1. If the proposed development is located within the City's Historic District; a Certificate of Appropriateness from the City's Planning & Zoning Board and Architectural Review Committee is necessary before any permitting can take place.
2. Required site plan elements and the Development Order/Certificate of Appropriateness applications are due 10 BUSINESS DAYS prior to the scheduled monthly meeting (second Monday of each month) of the Planning & Zoning Board.
3. Residential site plan approvals are valid for one year after issuance. If a building permit is not obtained within a year after receiving P&Z approval, the applicant must re-apply and receive P&Z approval again. (Commercial site plan approvals are valid for two years.)
4. After you have received your Planning & Zoning Approval and/or Certificate of Appropriateness, whichever applies, take all development documents to the Building Department at 192 Coach Wagoner Blvd, Apalachicola to apply for your building permit. A P&Z Development Order Application is not a building permit application – there will be building permit forms to fill out. Building permit issuance and all inspections will be coordinated with the Building Department Clerk. Please be advised that additional documentation may be required by the Building Clerk or Building Official. Please email buildingdept@cityofapalachicola.com or call City Hall at (850)653-7592 with any permitting questions.
5. Land Development regulations can be found on the City of Apalachicola website @ www.cityofapalachicola.com.
6. Please note that if any shrubs are planted or any materials (concrete, gravel, etc.) are placed in the City Right of Way that there is a possibility of removal at no expense to the City.

It is our intent to save you time any money in your plan preparation! The City of Apalachicola Planning & Zoning Board is a seven-member citizen board that also sits as the City's Architectural Review Board. Our responsibilities include protecting the historical character of the City. By working with the Planning & Zoning Board to obtain a Certificate of Appropriateness, your development will not only proceed more smoothly, but will also enhance the City's architectural integrity and historical character of Apalachicola.

Bree Robinson
City Planner
(850)323-0985
brobinson@cityofapalachicola.com

Thank you,
PLANNING & ZONING BOARD
CITY OF APALACHICOLA

DWC
Applicant Initial



Certificate of Appropriateness & New Construction

94 Bay Avenue



City of Apalachicola Planning & Zoning
Application for Development/Site Plan Approval

Official Use Only

Date Received: 1/24/24
Meeting Date: 2/12/24
Fees Due: 275.00
Date Fees Paid: 1/26/24

OWNER INFORMATION

Owner Sarah Polow
Address P.O.Box 1394
City Chatsworth State GA Zip 30705
Phone (706) 264 5848

CONTRACTOR INFORMATION

Contractor Name NA
State License # _____ City License # _____
Email _____
Phone _____

PROJECT TYPE

☒ New Construction

☐ Addition

☐ Alteration/Renovation

☐ Relocation

☐ Demolition

☐ Fence

☐ Repair

☐ Variance

☐ Other _____

☒ Certificate of Appropriateness

PROPERTY INFORMATION

Street Address (911 Address): 94 Bay Avenue
City & State: Apalachicola, FL Zip: 32320
Parcel ID #: 01-09S-08W-8330-0193-0050 & 813/207 1325/38 Block: 193 Lot: 1(-5)
Zoning District: R-1 ☒ Historic District ☐ Non-Historic District
FEMA Flood Zone: AE (EL 13)

OFFICIAL USE ONLY

Certificate of Appropriateness Required? Y / N

Setback Requirements of Property:

Front: 15' Rear: 25'/26' Side: 15' split

Corner Lot? Y N — non-constructed street end

Lot Coverage: 40% water outfall present

STAFF NOTES/RECOMMENDATIONS:

-meets LDC.

-Attorney verify setback on
non-constructed street end side

-needs Certificate of Appropriateness

-limited to 35.

-no landscaping in ROW.

This development request has been approved for a Certificate of Appropriateness (if applicable), zoning, land use, and development review by the City of Apalachicola Planning & Zoning Board and a building permit is authorized to be issued.

City Staff _____

Date Approved _____

NOTE: This is a conceptual approval through the City based on our Land Development Code (LDC.) Please be aware that other documentation may be required by the Building Official.

Applicant Initial

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

This house is designed to make use of it's available building area. Although narrow the house fits comfortably on Bay Avenue. The siding is typical lap with 12" wood slats at the base, spaced as needed for flood flow. Windows are traditional wood or vinyl as determined by the owner and complimentary to the design. The tower element at the East end, is a screened porch. Eaves vary from 24" to 36" (tower).

PROJECT SCOPE	MANUFACTURER	PRODUCT DESCRIPTION	FL PRODUCT APPROVAL #
Siding	TBD	1.) Wood lap 2.) 2X12 screen at ground level	
Doors	TBD	Wood with metal or vinyl determined by quality.	
Windows	TBD	Wood with metal or vinyl determined by quality.	
Roofing	TBD	Standing seam galvanized or other approved material.	
Trim	TBD	Generally 2X around windows and doors.	
Foundation	TBD	Concrete pilings and concrete as determined by engineer.	
Shutters		Not used	
Porch/Deck	TBD	Wood with black SS screening	
Fencing		No fence designed	
Driveways/Sidewalks	TBD	Pervious crush shell drive w/ paver edging	
Other			

NOTE: Please have a site plan prepared to turn in with your application. At minimum, the site plan needs to contain: a North arrow, surrounding streets, lot lines, lot dimensions, setbacks, current structure dimensions, proposed structure dimensions, fence locations, and fence heights. Applications requiring a Certificate of Appropriateness will also need to submit renderings/elevations of any proposed structures and note the materials proposed. More information may be requested by City Staff.

CERTIFICATION

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel numbers(s), and legal description(s) is(are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the City of Apalachicola to enter onto the property in question during regular business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 business days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report (if applicable) will be available on the City's website approximately one week before the Planning & Zoning Board Meeting.
5. I/We understand that the approval of this application by the Planning & Zoning Board or staff in NO way constitutes approval of a Building Permit for Construction from the City of Apalachicola Community and Economic Development Office.
6. I/We understand that all changes to the approved scope of work stated in a Certificate of Appropriateness or Development Order application have to be approved by the P&Z Board before work commences on those changes. There will be no charge for revisions. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and additional fees/penalties.
7. I/We understand that any decision of the P&Z Board may be appealed to the City Commission within 30 days after the decision by the P&Z Board; otherwise, the decision will be final.
8. I/We understand that a Certificate of Appropriateness is only valid for one year after issuance. They are renewable for six months without cause if requested, and for an additional six months upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documents to City Staff, if needed.
9. I/We understand that P&Z Board approval is permission to obtain a permit for work and installation as indicated. I certify that all work will be performed to meet standards of all laws regulating construction in this jurisdiction.
10. I/We understand that there will be no issuance of a Certificate of Appropriateness without the property owner obtaining Homeowner's Association approval (if required) prior to the P&Z Board Meeting and/or before the beginning of an work and in no way authorizes work that is in violation of any association rules or regulations.

26 Jan 2024

DATE



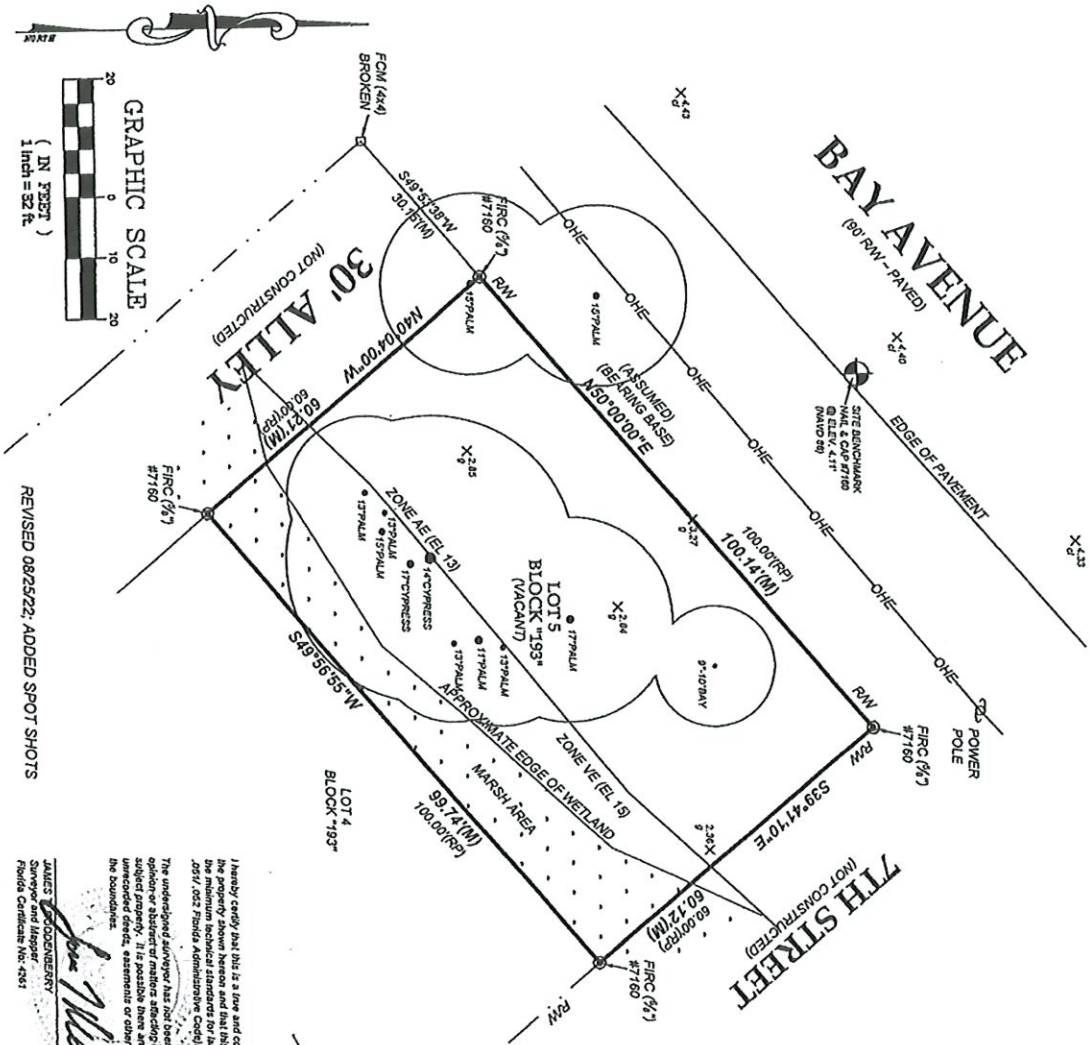
SIGNATURE OF APPLICANT

HOUSE FOR SARAH POLOW 94 BAY AVENUE APALACHICOLA, FL 32320

CONTENTS

- A0 COVER / SURVEY
- NEXT: GARLICK WETLANDS
- A1.1 HOUSE SITE PLAN
- A1.2 PLAN & ELEVATIONS

<u>LOT COVERAGE</u>	
FULL PROPERTY	30,000 sf
SINGLE LOT 5	6,000 sf
<u>LOT COVERAGE FOR LOT 5:</u>	
IMPERVIOUS COVERAGE:	915 sf
SINGLE LOT 5:	16%
FULL PROPERTY:	3%



I hereby certify that this is a true and correct representation of the survey as shown on the attached plan. The minimum technical standards for land surveying in Florida, as set forth in the Florida Administrative Code, have been followed in the preparation of this survey. The undersigned surveyor has not been provided a copy of the subject or matters affecting the title of the subject property, it is possible that there may be other matters affecting the title of the subject property which are not shown on this plan. The surveyor's statements are based on the information provided by the owner and the surveyor's own observations of the boundaries.

James E. Coon
JAMES E. COON
Surveyor and Mapper
Florida Certificate No. 4251

george coon inc
(850) 227-6898

residential . planning . design

project: POLOW

date: NOV 2023

A0

PREPARED BY: GARLICK ENVIRONMENTAL ASSOCIATES, INC.

P. O. BOX 385, APALACHICOLA FLORIDA 32329-0385

(850) 653-8899 FAX (850) 653-9656 garlick@garlickenv.com

LB No. 7415

APPLICANT/CLIENT: Sarah Polow JOB: 22-006

WATERBODY/CLASS: N/A DATE: 4/10/23

PURPOSE: DFA/WD SHEET: 5 of 5

PROJECT LOCATION: 01-09S-08W-8330-0193-0050

SECTION: TOWNSHIP: RNG:

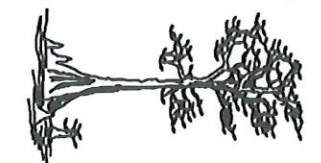
KEY

Wetlands
1249 sqft
(0.03 acres)

Total Uplands
5063 sqft
(0.12 acres)

Buildable Uplands
1008 sqft
(0.02 acres)

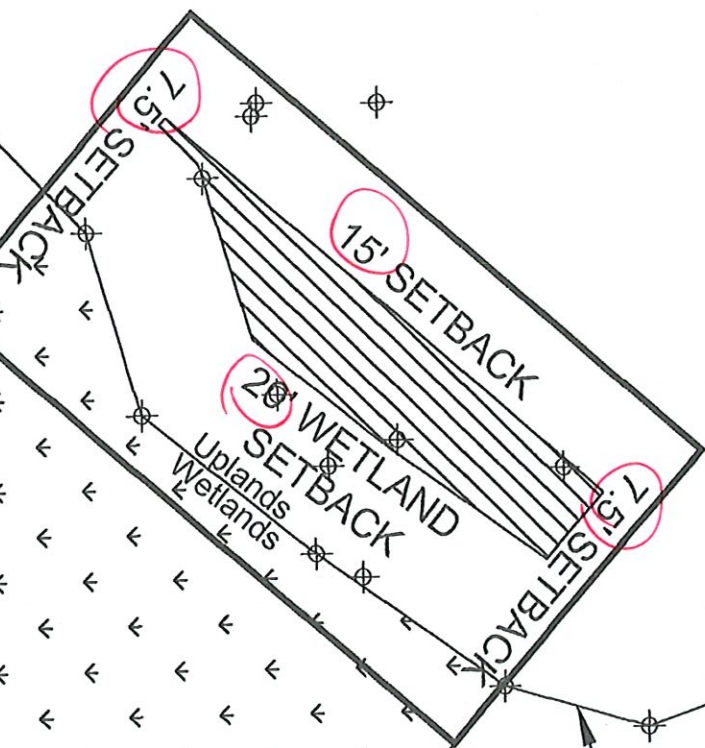
NORTH



Scale:
1"=30'

Bay Ave

Bay Ave



Wetland Line

BAY AVENUE

EDGE OF PAVEMENT

12 FT
DRIVE

12 FT
DRIVE

POWER
POLE

FIRC (#160)

RW

15' SETBACK

10' SETBACK

5' SETBACK

20' SETBACK

30' ALLEY

7TH STREET

(NOT CONSTRUCTED)

FIRC (#160)

60.21'(M)
60.00'(RP)

S49°56'55"W

99.74'(M)
100.00'(RP)

Uplands
Wetlands

ALLOWED SITE PLAN

SCALE: 1/16"

george coon inc

(850) 227-6898

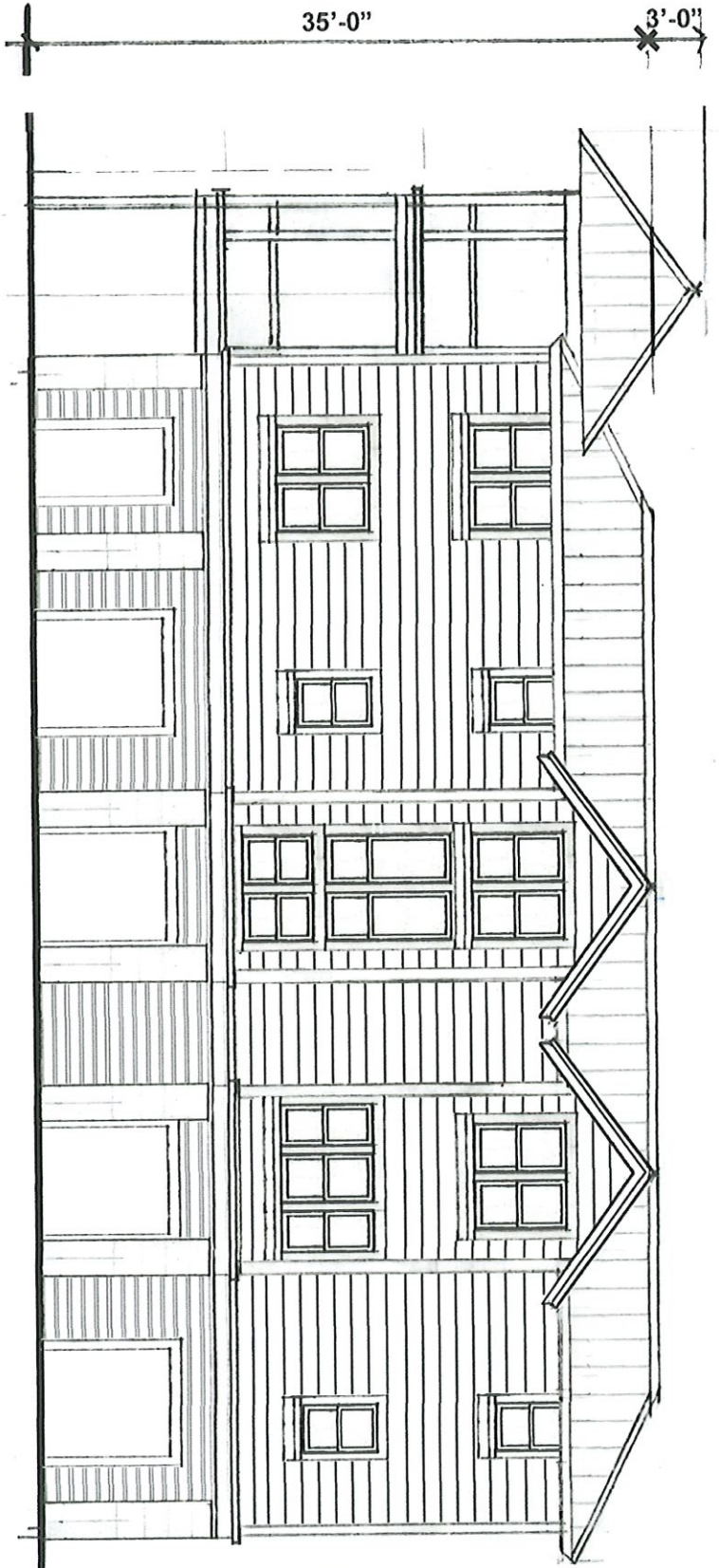
residential . planning . design

project: POLOW

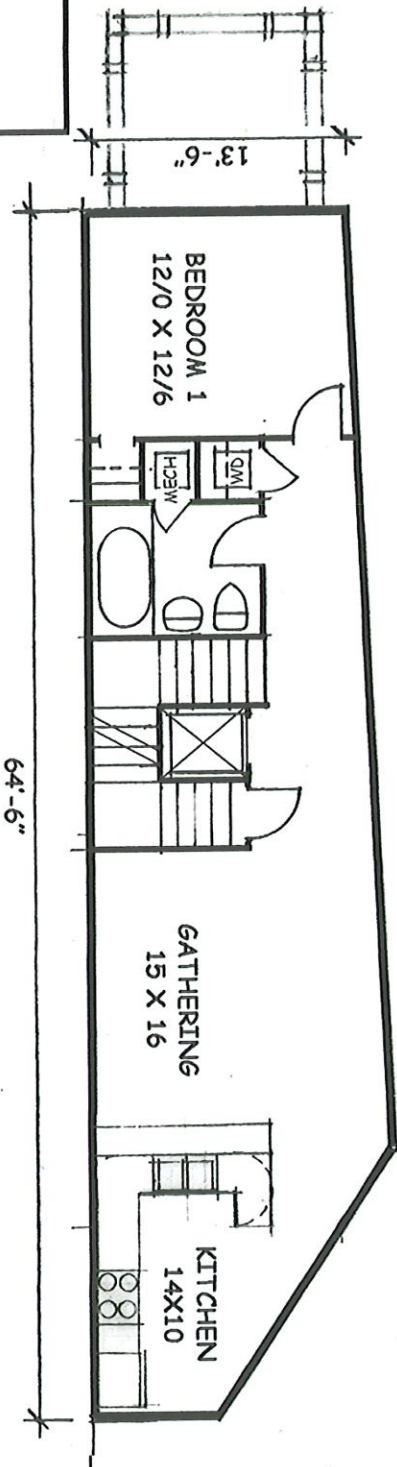
date: 5 May 2023

A1.1

No New Landscaping

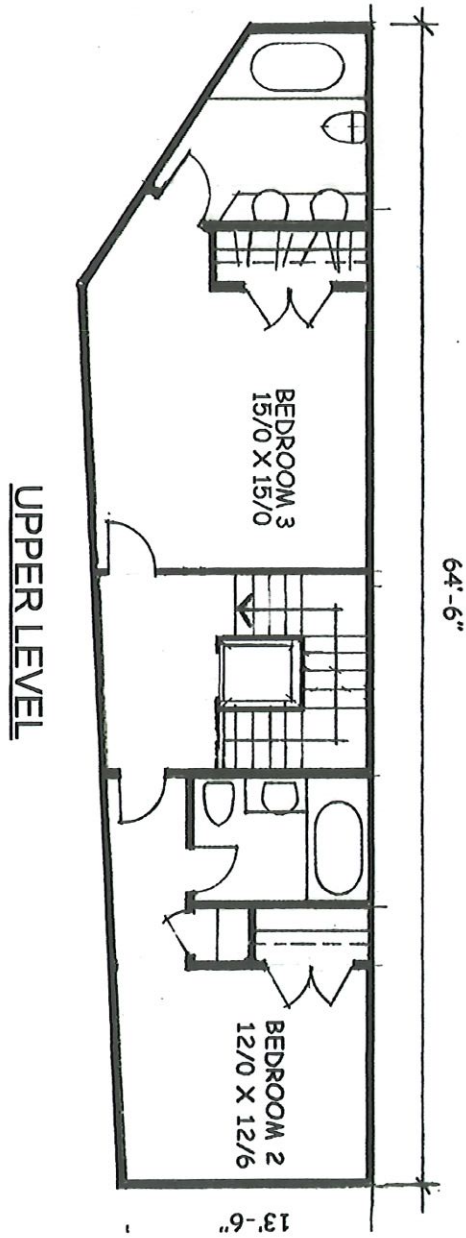


BAY AVENUE ELEVATION



AREA:
Footprint
Heated & cooled 1,902 sf

AREA:
Footprint 951 sf
Heated & cooled 1,902 sf





Certificate of Appropriateness & Permeable Deck

121 Market Street



City of Apalachicola Planning & Zoning
Application for Development/Site Plan Approval

Official Use Only

Date Received: 1/24/24

Meeting Date: 2/12/24

Fees Due: 530.00

Date Fees Paid: 1/24/24

OWNER INFORMATION

Owner 121 Market Street, LLC / Jason O'Steen
Address 2900 E. Park Ave
City Tallahassee State FL Zip 32301
Phone 850-510-1900

CONTRACTOR INFORMATION

Contractor Name N/A
State License # _____ City License # _____
Email _____
Phone _____

PROJECT TYPE

☐ New Construction

☒ Addition Back Deck

☐ Alteration/Renovation

☐ Relocation

☐ Demolition

☐ Fence

☐ Repair

☐ Variance

☒ Certificate of Appropriateness

☐ Other _____

PROPERTY INFORMATION

Street Address (911 Address): 121 Market Street
City & State: Apalachicola, FL Zip: 32320
Parcel ID #: 01-095-08W-8330-00F2-0140 and -0151 Block: F-2 Lot: 14 + 1/2 of 15
Zoning District: C1 [☒] Historic District [☐] Non-Historic District
FEMA Flood Zone: AE-12

OFFICIAL USE ONLY

Certificate of Appropriateness Required? Y / N

Setback Requirements of Property: N/A

Front: _____ Rear: _____ Side: _____

Corner Lot? Y / N Street Sides: _____

Lot Coverage: 80% + 10% pervious decay

STAFF NOTES/RECOMMENDATIONS:

- meets LDC

This development request has been approved for a Certificate of Appropriateness (if applicable), zoning, land use, and development review by the City of Apalachicola Planning & Zoning Board and a building permit is authorized to be issued.

City Staff _____

Date Approved _____

NOTE: This is a conceptual approval through the City based on our Land Development Code (LDC.) Please be aware that other documentation may be required by the Building Official.

Applicant Initial

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

Applicant is seeking approval for a back deck to the upstairs residential unit of 121 Market St. The total size of the deck, including stairs, will be 342 sqft. My total lot size is 3600 sqft.

PROJECT SCOPE	MANUFACTURER	PRODUCT DESCRIPTION	FL PRODUCT APPROVAL #
Siding			
Doors			
Windows			
Roofing			
Trim			
Foundation			
Shutters			
Porch/Deck	Trex	Trex Decking	
Fencing			
Driveways/Sidewalks			
Other			

NOTE: Please have a site plan prepared to turn in with your application. At minimum, the site plan needs to contain: a North arrow, surrounding streets, lot lines, lot dimensions, setbacks, current structure dimensions, proposed structure dimensions, fence locations, and fence heights. Applications requiring a Certificate of Appropriateness will also need to submit renderings/elevations of any proposed structures and note the materials proposed. More information may be requested by City Staff.

CERTIFICATION

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

1. I/We hereby attest to the fact that the above supplied property address(es), parcel numbers(s), and legal description(s) is(are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the City of Apalachicola to enter onto the property in question during regular business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 business days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Board review cases, an agenda and staff report (if applicable) will be available on the City's website approximately one week before the Planning & Zoning Board Meeting.
5. I/We understand that the approval of this application by the Planning & Zoning Board or staff in NO way constitutes approval of a Building Permit for Construction from the City of Apalachicola Community and Economic Development Office.
6. I/We understand that all changes to the approved scope of work stated in a Certificate of Appropriateness or Development Order application have to be approved by the P&Z Board before work commences on those changes. There will be no charge for revisions. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and additional fees/penalties.
7. I/We understand that any decision of the P&Z Board may be appealed to the City Commission within 30 days after the decision by the P&Z Board; otherwise, the decision will be final.
8. I/We understand that a Certificate of Appropriateness is only valid for one year after issuance. They are renewable for six months without cause if requested, and for an additional six months upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documents to City Staff, if needed.
9. I/We understand that P&Z Board approval is permission to obtain a permit for work and installation as indicated. I certify that all work will be performed to meet standards of all laws regulating construction in this jurisdiction.
10. I/We understand that there will be no issuance of a Certificate of Appropriateness without the property owner obtaining Homeowner's Association approval (if required) prior to the P&Z Board Meeting and/or before the beginning of an work and in no way authorizes work that is in violation of any association rules or regulations.

1-24-24

DATE


SIGNATURE OF APPLICANT

January 24, 2024

RE: Request approval of a back deck.

Dear Planning and Zoning Board,

This submission is to request approval of a back deck to the residential unit of 121 Market Street.

The P&Z Board completed its architectural review of the new construction project located at 121 Market Street and approved its certificate of appropriateness on August 14, 2023 contingent upon several items. One such item was to remove the back deck, because at the time, the City's new deck ordinance had not yet been adopted and the proposed plans would have been outside the 80% LDC requirement. I was encouraged to reapply if or when the new ordinance was adopted.

The City has since adopted the new deck ordinance, therefore I am now seeking approval for the back deck to the residential unit of 121 Market Street, similar to the one seen during the initial review process. The total size of the deck is 342 sqft and the total lot size is 3600 sqft, making the proposed deck slightly less than 10% of the overall lot size. In addition, the plans call for Trex Decking with 1/8 inch spacing to allow water to flow through the deck, consistent with the ordinance's definition of a pervious deck.

I would appreciate your approval of this request.

Thanks you for your time and consideration.

Sincerely,

Jason O'Steen
121 Market Street, LLC
(850) 510-1900

2ND FLOOR PLAN
NEW DESIGN FOR
JASON OSTEN
121 MARKET STREET

PROJECT # 2235

DATE	12-29-2023	FL	REVISED	VW
REVISED				
S. DATE	2023			
1	01/01/24		ADDENDUM P1	

initially signed by Victoria Williams
© Victoria Williams, o-VWA
sign, Inc., ou,
all-williamsdesign inc
35



VBA DESIGN, INC.
ARCHITECTS AND PLANNERS
2424 JENKS AVENUE, SUITE B
PANAMA CITY, FLORIDA 32405
DESIGNING A BETTER EXPERIENCE




LICENSE NO. AR94000
PHONE: 850 769 3357
FAX: 850 763 0410

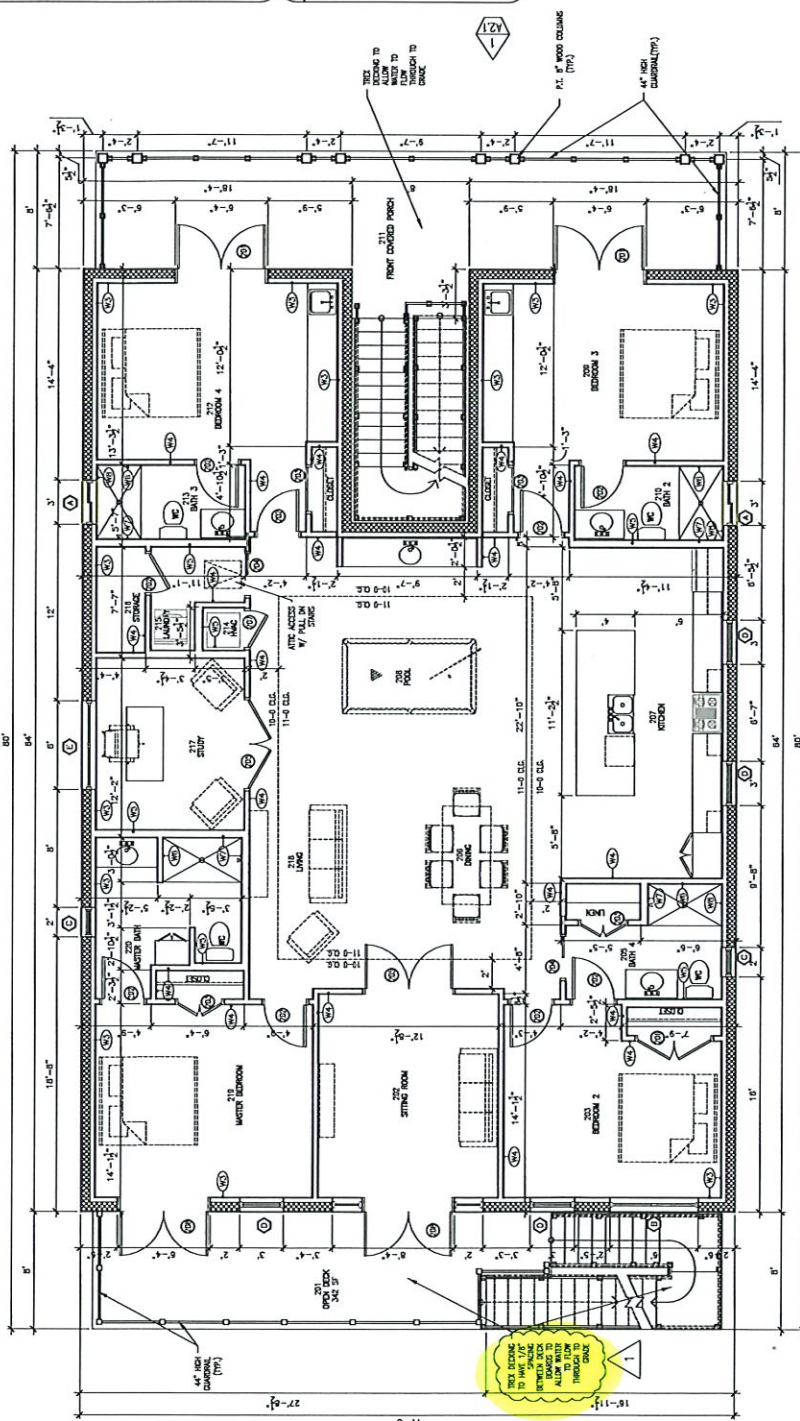
CONSTRUCTION DOCUMENTS

NOTES

1. UNLESS OTHERWISE NOTED ALL DIMENSIONS ARE TAKEN TO THE FACE OF THE STUD, CONCRETE OR CMU.
 2. ALL CASEWORK IS FURNISHED AND INSTALLED BY THE GENERAL CONTRACTOR UNLESS OTHERWISE NOTED.
 3. DO NOT SCALE DRAWINGS. IF DIMENSIONS ARE NOT SHOWN, THE CONTRACTOR SHALL CONTACT THE PROJECT MANAGER FOR CLARIFICATION BEFORE CONTINUING WITH CONSTRUCTION.
 4. VERIFY ALL ON SITE DIMENSIONS AND EQUIPMENT LOCATIONS. CONTRACTOR IS RESPONSIBLE FOR REMOVAL OF ANY ITEM IN THIS CONTRACT. VERIFY THE REQUIREMENTS OF THIS CONTRACT.
 5. MECHANICAL AND ELECTRICAL ELEVATIONS ARE SHOWN FOR DIAGRAMMATIC PURPOSES ONLY. REFER TO MECHANICAL AND ELECTRICAL SHEETS FOR WORK.
- REFER TO COVER SHEET FOR PLAN SYMBOL DESIGNATIONS.

LEGEND

- | | |
|---|---------------------------------|
| ① | DOOR DESIGNATION SEE SHEET A6.1 |
|  | WALL TYPES — SEE 1/A6.1 |
|  | NEW WINDOW — SEE SHEET A6.1 |
|  | EXTERIOR ELEVATION DESIGNATION |



2ND FLOOR PLAN

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



Owners, Builders, Developers

PLASE NOTE:

1. If the proposed development is located within the City's Historic District; a Certificate of Appropriateness from the City's Planning & Zoning Board and Architectural Review Committee is necessary before any permitting can take place.
2. Required site plan elements and the Development Order/Certificate of Appropriateness applications are due 10 BUSINESS DAYS prior to the scheduled monthly meeting (second Monday of each month) of the Planning & Zoning Board.
3. Residential site plan approvals are valid for one year after issuance. If a building permit is not obtained within a year after receiving P&Z approval, the applicant must re-apply and receive P&Z approval again. (Commercial site plan approvals are valid for two years.)
4. After you have received your Planning & Zoning Approval and/or Certificate of Appropriateness, whichever applies, take all development documents to the Building Department at 192 Coach Wagoner Blvd, Apalachicola to apply for your building permit. A P&Z Development Order Application is not a building permit application – there will be building permit forms to fill out. Building permit issuance and all inspections will be coordinated with the Building Department Clerk. Please be advised that additional documentation may be required by the Building Clerk or Building Official. Please email buildingdept@cityofapalachicola.com or call City Hall at (850)653-7592 with any permitting questions.
5. Land Development regulations can be found on the City of Apalachicola website @ www.cityofapalachicola.com.
6. Please note that if any shrubs are planted or any materials (concrete, gravel, etc.) are placed in the City Right of Way that there is a possibility of removal at no expense to the City.

It is our intent to save you time any money in your plan preparation! The City of Apalachicola Planning & Zoning Board is a seven-member citizen board that also sits as the City's Architectural Review Board. Our responsibilities include protecting the historical character of the City. By working with the Planning & Zoning Board to obtain a Certificate of Appropriateness, your development will not only proceed more smoothly, but will also enhance the City's architectural integrity and historical character of Apalachicola.

Bree Robinson
City Planner
(850)323-0985
brobinson@cityofapalachicola.com

Thank you,
PLANNING & ZONING BOARD
CITY OF APALACHICOLA


Applicant Initial