

1

AGENDA ITEM
Mid-Anastasia Design Review Board

Meeting

7/28/2022

MEETING DATE

TO: Mid-Anastasia Board Members

DATE: July 28, 2022

FROM: Saleena Randolph, Planner

PHONE: 904 209-0688

SUBJECT OR TITLE: MADRB 2022-01 Island Prep Classroom Addition

TYPE: Ex Parte Communication, Order

PRESENTER: Kristopher Smith, Smithcraft Construction

BACKGROUND INFORMATION:

Request for design approval for the construction of a 1200 square foot building for classroom use and a covered porch/walkway for the new building.



GROWTH MANAGEMENT DEPARTMENT STAFF REPORT
MID-ANASTASIA DESIGN OVERLAY DISTRICT

July 28, 2022 Public Meeting
MADRB 2022-01 Island Prep Classroom Addition

To: Mid-Anastasia Design Review Board

From: Saleena Randolph, Planner

Applicant: Kristopher Smith, Smithcraft Construction
5348 3rd Street
St. Augustine, FL 32080

Owner: LP & Fox Holdings, LLC

Location: 4035 A1A South

Zoning / FLUM: Commercial, General (CG) / Residential-B (RES-B)

Applicable Standards: Land Development Code (LDC), Part 3.08.00

Summary of Request: The applicant requests design approval for the construction of a 1200 square foot building for classroom use and covered walkway for the new building.

STAFF COMMENTS

The applicant is requesting the Board's review and approval for the following: construction/design review of a new 1,200 square foot building to contain classrooms, closets and restrooms; the site also requests approval of the new covered walkway from the parking area to the new building.

The existing private school currently consists of two buildings connected by a covered concrete walkway. The northern property adjacent to Ocean Trace Road (4001 A1A South) is located within the St. Augustine Beach jurisdiction, while the southern property (4035 A1A South) is located within the jurisdiction of St. Johns County and located in the Mid-Anastasia Overlay District. Based on application materials provided by the applicant, the location of the proposed 1,200 square foot building will be interior to the site, and specifically located between the two existing School buildings. The new building will be a one-story structure with two classrooms, two closets and two restrooms. The site was chosen to provide the least amount of disturbance to the remainder of the property.

LDC Section 3.08.03.A. These requirements shall apply to property proposed for development as a permitted use, as well as to additions, exterior remodeling undertaken within the Mid-Anastasia Overlay District.

- 1. Exterior renovation shall be defined as any activity changing the exterior of a structure that requires a County Building Permit.*
- 2. These regulations shall apply to only that portion being added, remodeled, renovated, or changed.*

NEW BUILDING:

LDC Sec. 3.08.09 Design Elements and Materials (provided in part)

The following specific design criteria shall apply to Development regulated by the Mid-Anastasia Overlay District:

- A. Metal roofs shall be allowed where they are characteristic of a recognized architectural style.*
- B. Exterior walls on all sides shall be stucco, wood siding, brick, or other materials with similar texture and appearance.*
- C. Exterior colors of paints of new construction shall be subdued and nature-blended with no more than 3 colors per building, excluding roof color. Such hues of green, brown, blue, grey, tan, and beige shall be considered appropriate.*

With respect to the design elements and materials proposed for the new building, the applicant states that the proposed exterior wall coverings/colors and proposed roofing material will match the existing buildings. Exterior walls are to be stucco and the hip roof is to be metal. Any proposed changes to this application, as submitted, will require additional review by the Mid-Anastasia Design Review Board.

Existing Island Prep Building at 4001 A1A South (St. Augustine Beach jurisdiction):



Existing Island Prep building at 4035 A1A South (SJC and MADRB jurisdiction):



The proposed new building, to match the existing buildings, will be as follows:

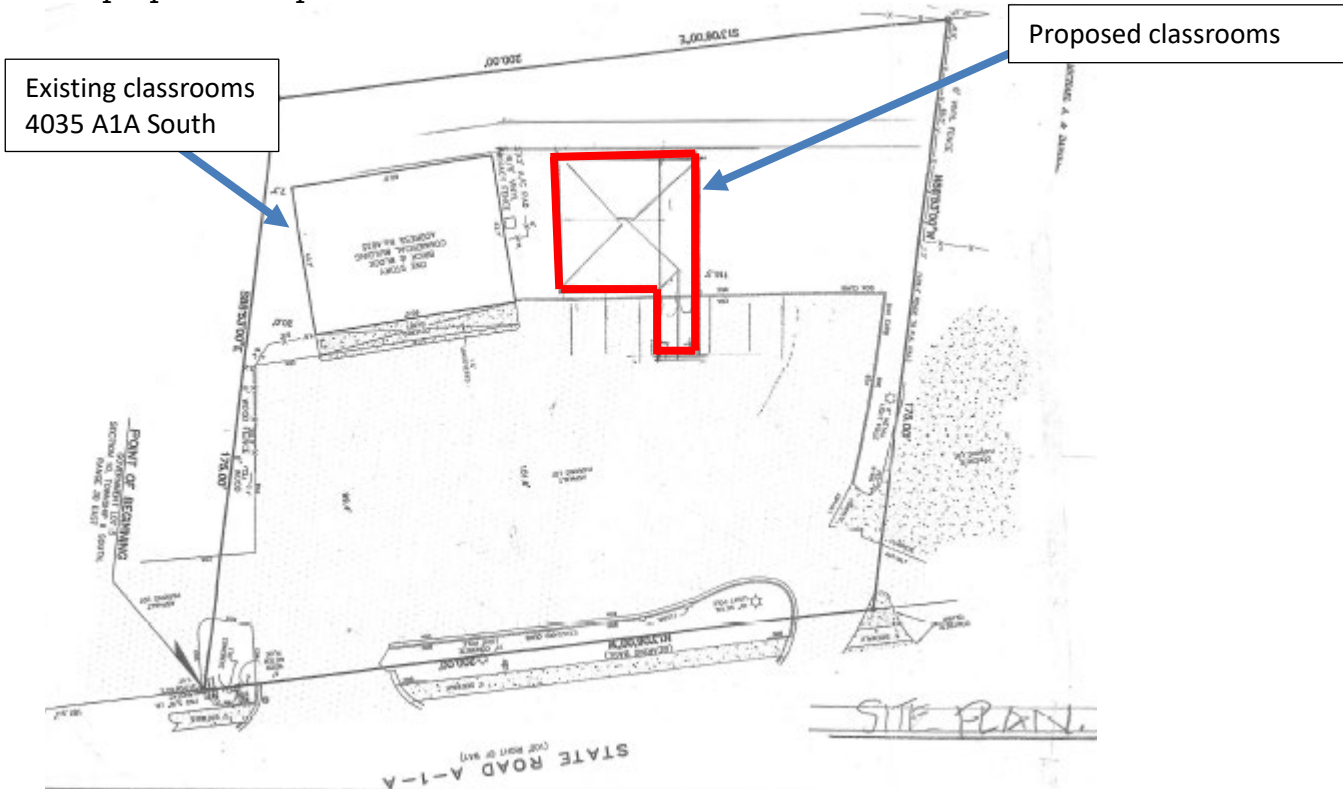


The proposed colors of the new building are to be Custom Color Matched to existing:

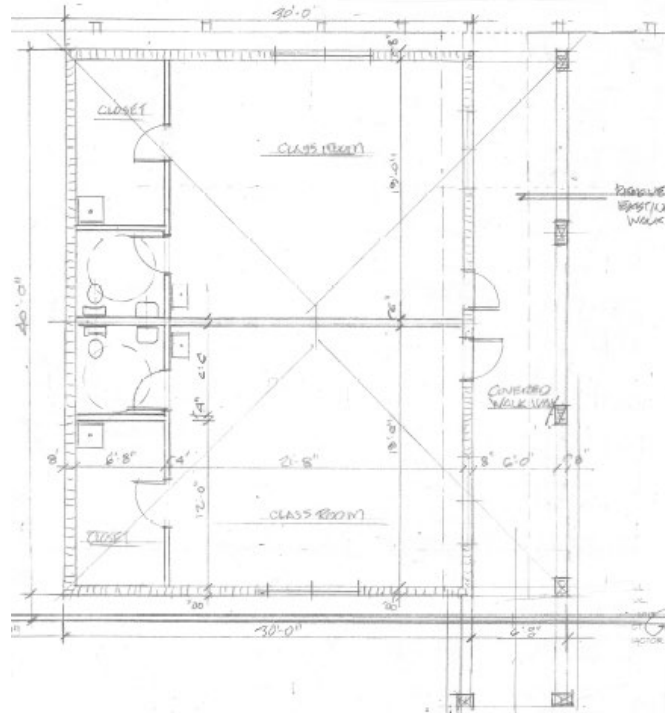
EXTERIOR COLORS FOR ISLAND PREP ELEMENTARY						
Product	Description					
A80W1151	SPR EXT FL EXTRA					
	CUSTOM: LIGHT STUCCO					
	CCE	COLOR	OZ	32	64	128
		CAST				
	B1	BLACK	-	5	-	-
	N1	RAW LUMBER	-	60	-	-
	Y3	DEEP GOLD	-	35	-	-
	CUSTOM MANUAL MATCH					
A80W1151	SPR EXT FL EXTRA					
	CUSTOM: DARK STUCCO					
	CCE	COLOR	OZ	32	64	128
		CAST				
	B1	BLACK	-	33	-	-
	R2	MAROON	-	8	-	-
	Y3	DEEP GOLD	2	7	-	-
	CUSTOM MANUAL MATCH					
A89W1151	SPR EXT FL EXTRA					

- Top Color is the main building color
- Middle color is the lower contrasting band
- Bottom color is the trim

The proposed site plan:



The proposed floor plan:



LANDSCAPING:

As stated by the applicant, improvements contained in this application and the commercial plans will be limited to areas behind the current privacy fence. This project is interior to the site and the applicant does not intend to remove any existing trees. If any tree replacement is deemed necessary, Environmental Staff will determine suitable tree replacement(s).

Section 3.08.01 Purpose and Intent

The purpose and intent of this Special District is to achieve specific goals and objectives of the St. Johns County Comprehensive Plan and establish additional requirements which regulate development in a manner that protects natural resources and further supports the provisions of Article IV of this Code, and maintains and enhances the diverse and unique character of the Mid- Anastasia Overlay District.

The objective of these requirements is to protect surrounding residential Uses; cluster complementary Uses; protect scenic views; enhance physical appearance through design and signage controls; protect community character and encourage pedestrian activity. These objectives shall be accomplished through the establishment and implementation of special guidelines, standards and criteria which shall apply to the location, character, compatibility and appearance of proposed cultural, institutional, commercial and multi-family land Uses, and to certain changes or renovations to such existing land Uses. The implementation of this Part shall be assisted by a Design Review Board, which shall be established in accordance with the administrative procedures of this Part. The review of activities which are subject to these additional requirements shall be performed with the goal of determining whether a proposed activity meets the goals, objectives and policies set forth in the Comprehensive Plan and the guidelines, standards and criteria of this Part.

Relevant Code Sections – Design Review; LDC Part 3.08.00 (provided in Attachment 2)

- 3.08.04 Development Standards
- 3.08.05 Minimum Yard Requirements
- 3.08.06 Additional Buffer Requirements
- 3.08.08 Design Review Guidelines
- 3.08.09 Design Elements and Material

SUGGESTED ACTION TO APPROVE

The Design Review Board may consider a motion to approve **MADRB 2022-01 Island Prep Classroom Addition**, as described within the application and supporting documents provided:

1. The request complies with the required design standards prescribed within Part 3.08.00 of the St. Johns County Land Development Code.

SUGGESTED ACTION TO DENY

The Design Review Board may consider a motion to deny **MADRB 2022-01 Island Prep Classroom Addition**, as described within the application and supporting documents provided:

1. The request does not comply with the design standards prescribed within Part 3.08.00 of the St. Johns County Land Development Code.

ATTACHMENTS:

1. Application and Supporting Documents
2. LDC, Part 3.08.00 Mid-Anastasia Overlay District
3. Draft Final Orders

ATTACHMENT 1
APPLICATION AND SUPPORTING
DOCUMENTS



Application for Overlay District Review
 Growth Management Department
 Planning and Zoning Section
 4040 Lewis Speedway, St. Augustine, FL 32084
 Phone: 904.209.0675; Fax: 904.209-0576

Date Overlay District Property ID No (Strap)

Applicant Phone Number

Address Fax Number

City State Zip Code E-mail

Project Name

Project Address & Location

Type of Review Commercial Use Multi-family Use Other:

The Project Involves New Building Changes to an existing Building Exterior Repainting Signage (Individual)
 Check all that apply Unified Sign Plan Fences / Walls Parking / Lighting Landscaping / Buffers
 Other:

Describe Project and work proposed to be done (Provide additional information by attachment as needed)

We would like to construct a 1200 sqft classroom on the north side of the existing building, this building will not cause any changes to our occupancy. Our goal is to have less students in each classroom to help lower the spread of Covid. The build will resemble the existing structures in color and style.

I HEREBY CERTIFY THAT ALL INFORMATION IS CORRECT:
 Signature of owner or person authorized to represent this application:

Signed By 

RECEIVED
 MAR 08 2022

BY: AH 11:59

Printed or typed name(s)

Contact Information of person to receive all correspondence if different than applicant:

Phone Number Fax Number E-mail

Postal Address Name

City State Zip Code

Please notify the Planning and Zoning Section at 904.209.0675 if you need any special assistance or accommodations to attend the meeting or if you have any questions concerning this application.

Please list any applications currently under review or recently approved which may assist in the review of this application including the name of the PUD/PRD:

General Summary of Request for 4035 A1A S

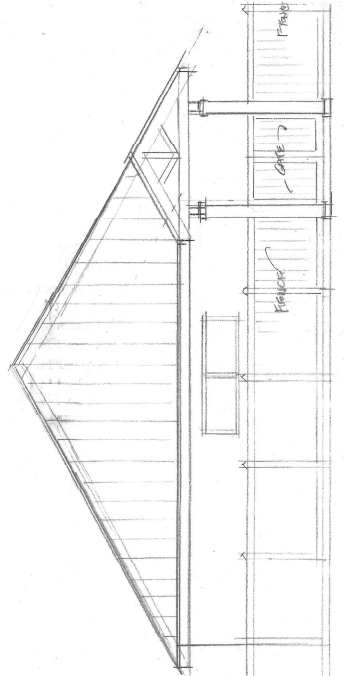
I Michael Gwiazda, owner of LP & Fox Holdings, request a Special Use Permit to be able to build an additional building approximately 1200 sq ft consisting of (2) classrooms at 4035 A1A S. The building will be located north of the current existing building on the property. The property is being currently used as a school and we would like to continue to use it in this manor.

We are intending to keep our enrollment the same and are not requesting this building for the purpose of adding students. This building will be used to reduce our class sizes and offer more space for enrichments such as art, ASL, and special needs. Also, the pandemic has taught us that in the interest of social distancing, more room would be useful if another pandemic arrises.

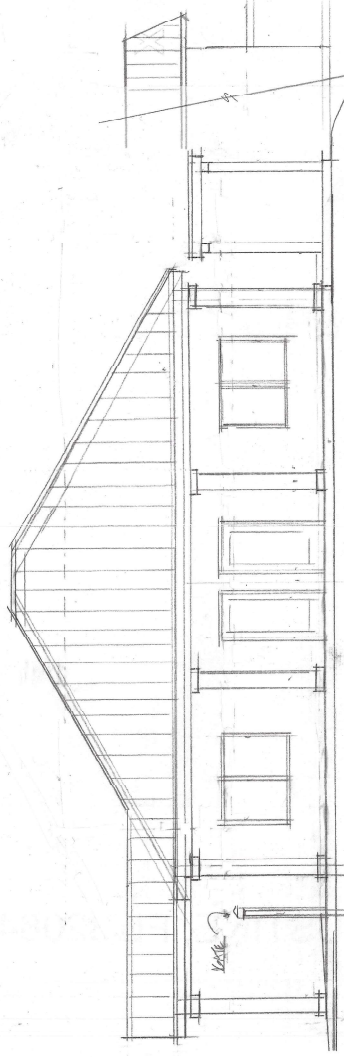
The proposed building will also fit within the county's setbacks and no trees would be required to be removed to facilitate the new construction. Ingress and egress to the site will not be affected because the student enrollment will not increase. I feel that as St. Augustine grows we should be able to grow as well to meet the need for education to our residents.

Regards,

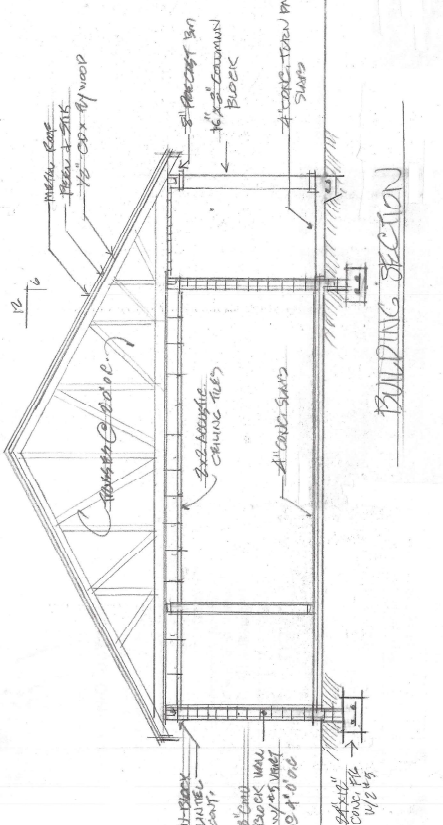
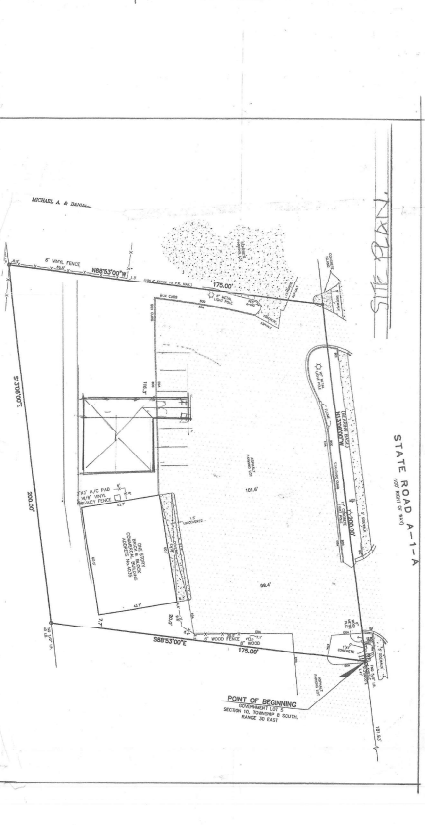
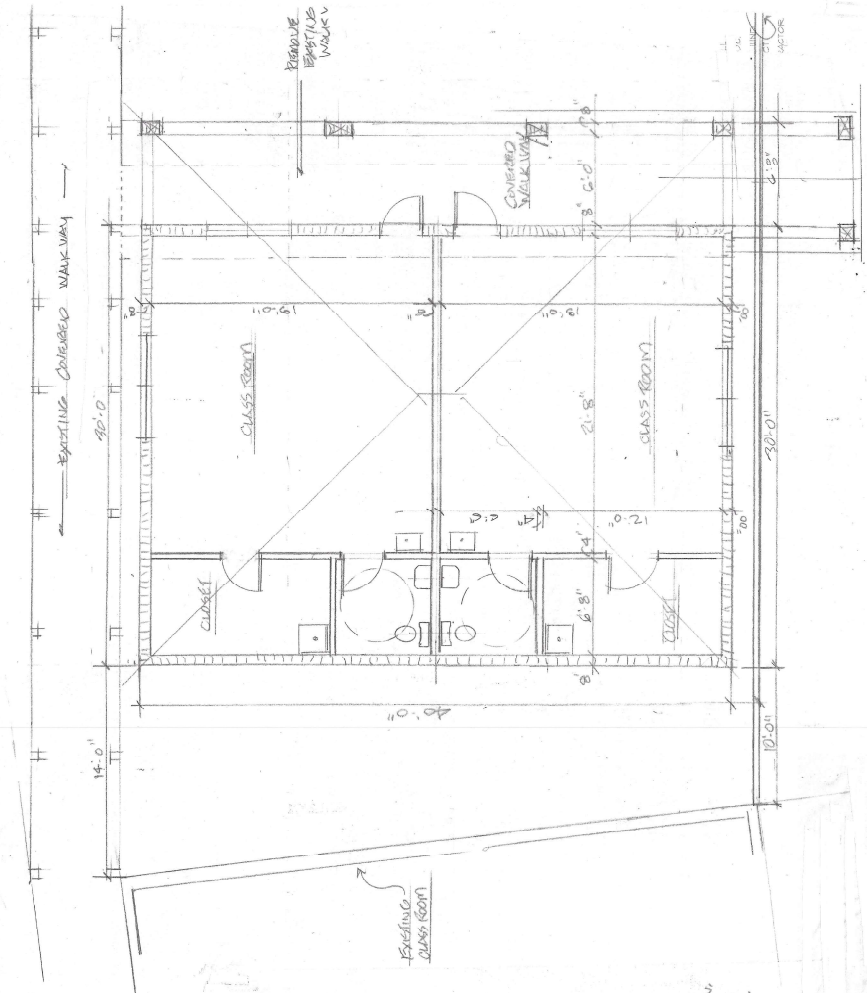
Michael Gwiazda
LP & Fox Holdings



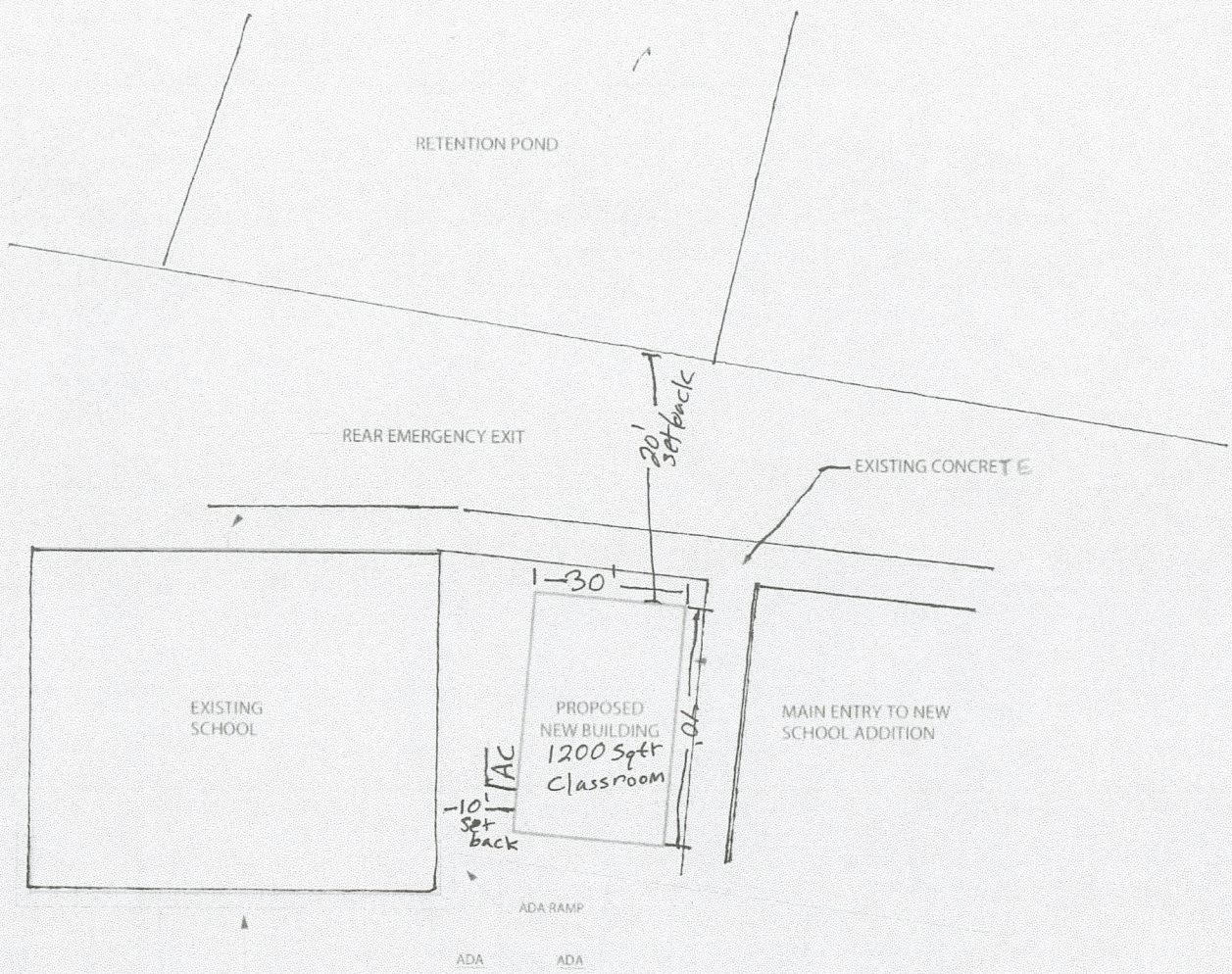
NORTH ELEVATION



EAST ELEVATION



BUILDING SECTION



MAIN ENTRY TO SCHOOL

EXISTING PAKING
26 PARKING STALLS
2 ADA STALLS
28 TOTAL PARKING STALLS

RETENTION POND

REAR EMERGENCY EXIT

EXISTING CONCRETE

EXISTING SCHOOL

PROPOSED NEW BUILDING
1200 Sqft
Classroom

MAIN ENTRY TO NEW SCHOOL ADDITION

10' setback

20' setback

ADA RAMP

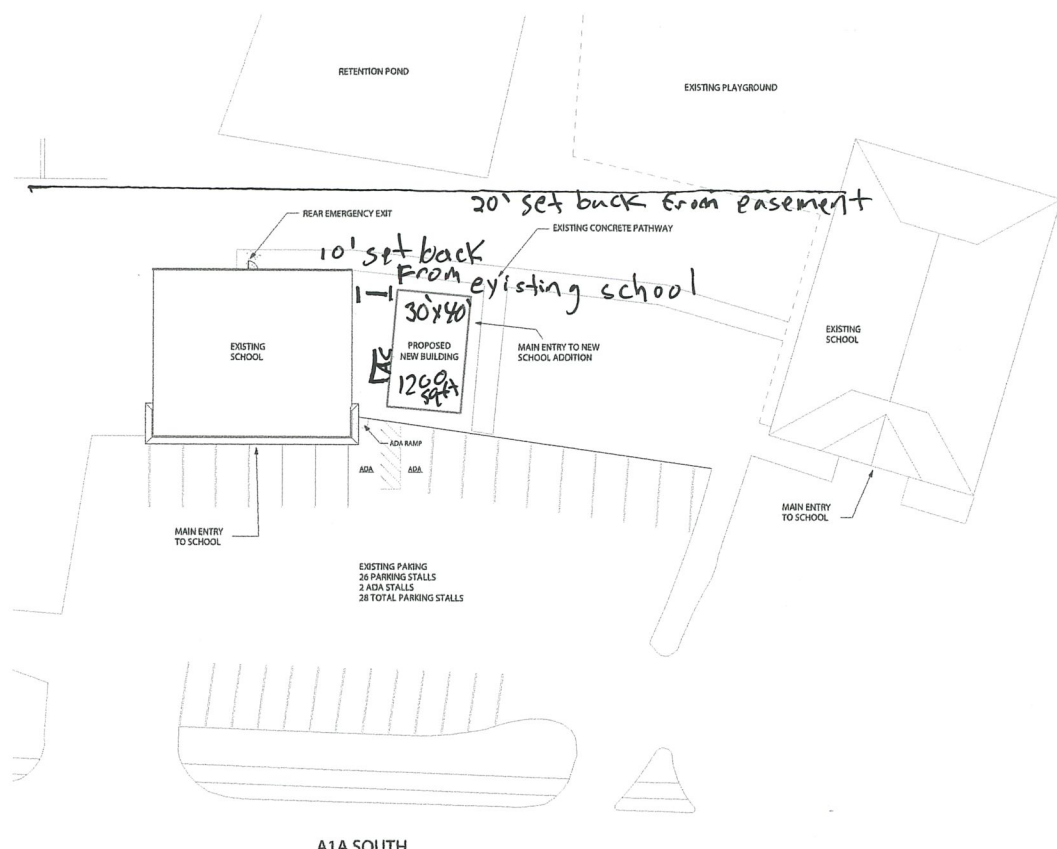
ADA

ADA

MAIN ENTRY TO SCHOOL

EXISTING PAKING
26 PARKING STALLS
2 ADA STALLS
28 TOTAL PARKING STALLS





A1A SOUTH

① SITE PLAN
 1/16" = 1'-0"



ISLAND PREP SCHOOL
 4035 A1A S
 ST. AUGUSTINE, FL 32080
 DRAWN BY: Author
 CHECKED BY: Checker
 ISSUE DATE: 5.4.2020
 PERMIT
 REVISIONS
 MARK DATE DESCRIPTION

SITE PLAN

A1.0

EXTERIOR COLORS FOR ISLAND PREP ELEMENTARY						
Product	Description					
A80W1151	SPR EXT FL EXTRA					
	CUSTOM: LIGHT STUCCO					
	CCE	COLOR CAST	OZ	32	64	128
	B1	BLACK	-	5	-	-
	N1	RAW LUMBER	-	60	-	-
	Y3	DEEP GOLD	-	35	-	-
CUSTOM MANUAL MATCH						
A80W1151	SPR EXT FL EXTRA					
	CUSTOM: DARK STUCCO					
	CCE	COLOR CAST	OZ	32	64	128
	B1	BLACK	-	33	-	-
	R2	MAROON	-	8	-	-
	Y3	DEEP GOLD	2	7	-	-
CUSTOM MANUAL MATCH						
A89W1151	SPR EXT FL EXTRA					

Island Prep
4035 A1A South

New 1200 sq ft building for two (2) classrooms.

Colors to match existing buildings.

PRODUCT	DESCRIPTION	OZ	32	64	128
A80W1151	SPR EXT FL EXTRA CUSTOM: LIGHT STUCCO CCE COLOR CAST				
	B1 BLACK	-	5	-	-
	N1 RAW UMBER	-	60	-	-
	Y3 DEEP GOLD	-	35	-	-
	CUSTOM MANUAL MATCH				
A80W1151	SPR EXT FL EXTRA CUSTOM: DARK STUCCO CCE COLOR CAST				
	B1 BLACK	-	33	-	-
	R2 MAROON	-	8	-	-
	Y3 DEEP GOLD	2	7	-	-
	CUSTOM MANUAL MATCH				
A89W1151	SPR EXT SA EXTRA				

TERMS: /

Thank You _____
required for refund

SUB/ 6.50X
CHA

Top color, main building color
Middle color, lower contrasting band
Bottom color, trim

Existing Island Prep Building at 4001 A1A South:



Existing Island Prep Building at 4035 A1A South:



**ATTACHMENT 2
LDC, PART 3.08.00
MID-ANASTASIA OVERLAY
DISTRICT**

Part 3.08.00 Mid-Anastasia Overlay District

Sec. 3.08.01 Purpose and Intent

The purpose and intent of this Special District is to achieve specific goals and objectives of the St. Johns County Comprehensive Plan and establish additional requirements which regulate development in a manner that protects natural resources and further supports the provisions of Article IV of this Code, and maintains and enhances the diverse and unique character of the Mid-Anastasia Overlay District.

The objective of these requirements is to protect surrounding residential Uses; cluster complementary Uses; protect scenic views; enhance physical appearance through design and signage controls; protect community character and encourage pedestrian activity. These objectives shall be accomplished through the establishment and implementation of special guidelines, standards and criteria which shall apply to the location, character, compatibility and appearance of proposed cultural, institutional, commercial and multi-family land Uses, and to certain changes or renovations to such existing land Uses. The implementation of this Part shall be assisted by a Design Review Board, which shall be established in accordance with the administrative procedures of this Part. The review of activities which are subject to these additional requirements shall be performed with the goal of determining whether a proposed activity meets the goals, objectives and policies set forth in the Comprehensive Plan and the guidelines, standards and criteria of this Part.

Sec. 3.08.02 Delineation of the Mid-Anastasia Overlay District

- A. The Mid-Anastasia Overlay District, as delineated herein, is a special district in the form of an overlay superimposed upon the various zoning districts. This special district encompasses all that land situated within unincorporated St. Johns County extending from the entrance of Anastasia State Park on the North, extending to Owens Avenue on the South, and the Matanzas River on the West and the Atlantic Ocean on the East.
- B. Delineated roadways within the Mid-Anastasia Overlay District shall include State Road A1A South, State Road 312, Mizell Road, West Pope Road and West 16th Street.

Sec. 3.08.03 Uses and Activities Subject to Mid-Anastasia Overlay District Standards

- A. All standards prescribed in this Part shall apply to all Uses contained within all zoning categories (including PUD's, PSD's, and PRD's) excluding single-family dwellings; Two-Family Dwellings; mobile homes; roadside stands; temporary uses; plant nurseries, barns, corrals, greenhouses and other substantially similar Structures; and boarding stables and riding academies. These requirements shall apply to property proposed for Development as a permitted Use, as well as to additions, exterior remodeling and renovations hereafter undertaken within the Mid-Anastasia Overlay District.
 - 1. Exterior remodeling and renovation shall be defined as any activity changing the exterior of a Structure that requires a County Building Permit, and also the repainting of any Structure to a color other than the existing color, as well as to Construction or alteration of fences or decks.
 - 2. These regulations shall apply to only that portion being added, remodeled, renovated or changed.

3. Landscaping, buffers, signage, parking lots and Structures may be maintained and repaired, Buildings re-painted using the same colors, and roofs repaired and replaced with the same materials and colors, without a review by the Design Review Board (DRB)
4. Any non-conforming Uses or Structures impacted by this Part shall follow Part 10.03.00 of this Code concerning non-conforming regulations.

B. Allowable Uses

The Uses for the property contained within the Mid-Anastasia Overlay District shall be as prescribed in the various zoning districts underlying the Mid-Anastasia Overlay District, except where such Use is not permitted by the St. Johns County Comprehensive Plan.

C. Exemptions

The following activities shall be exempt from review as otherwise required by this Part. In the event of any conflict related to an exempt activity, it shall be the responsibility of the County Administrator to determine that a proposed exempt activity is in compliance with this Part.

1. Repainting of Structures in existing colors.
2. Additions to the rear of a Structure not exceeding two-hundred and fifty (250) square feet which are of similar architectural style as the existing Structure, and consist of like exterior finishes and colors including windows and doors.
3. Replacement of roofing with like roofing materials.
4. Replacement of windows and doors, and existing porches, patio overhangs, porte cocheres or carports which are replaced in a similar style as the existing Structure or main portion of the existing Structure and consist of like exterior finishes and colors.
5. Replacement of landscaping consistent with a previously approved landscape plan or replacement of existing landscaping with like landscaping material.
6. Non-substantive changes, which do not change the character, design or commonly observed appearance of a site or Structure.

Sec. 3.08.04 Development Standards

The following general development standards shall apply within the Mid-Anastasia Overlay District:

- A. Roof design shall be hipped, shed or gable unless otherwise approved by the Design Review Board. Horizontal roofs, which give the appearance of flat roofs, shall not be allowed. Long monotonous facade designs including, but not limited to, those characterized by unrelieved repetition of shape or form or design elements, or by unbroken extension of line shall be avoided. The maximum length of any Building parallel to a roadway shall be 120 feet.

- B. Work areas, storage doors and open bays shall not open toward, face or otherwise be visible from any delineated roadway or any adjacent residential properties. The DRB may consider alternative screening and design concepts to shield work areas, storage doors and open bays from delineated roadway or any adjacent residential properties.
- C. Heating, ventilation and air conditioning equipment, duct work, air compressors, and other fixed operating machinery shall be either screened from view with fencing architecturally compatible with the Building; or vegetation; or located so that such items are not visible from any roadway or adjacent residential properties. Trash receptacles, dumpsters, utility meters, above-ground tanks, satellite dishes (except as provided by Florida law), Antenna, and other such Structures shall be similarly screened or made not visible.
- D. Chain link, barbed wire and similar fencing shall not be allowed in any required Front Yard, and where such fencing can be viewed from any delineated roadway, landscaping or berming shall be provided to prohibit visibility from such roadway or any adjacent residential properties. The fencing and screening provisions of Articles 2.02.04.C and 6.06.04 shall also apply.
- E. Architectural lighting shall be recessed under roof overhangs or generated from a concealed light source, or low level light fixtures. Site lighting shall be of low-intensity, shall be of white light which does not distort colors and shall not spill over into adjoining properties, roadways or in any way interfere with the vision of oncoming motorists. Specifically, lighting shall be downward facing full cut-off, no higher than 20 feet and s all have a maximum illumination level of 0.30 foot-candles at ground level at the lot line.
- F. The maximum vertical clearance of Canopies provided over the pump islands at gas stations, service stations and convenience stores shall not exceed seventeen (17) feet in height from established grade to the underside of the canopy. The maximum height of a canopy shall not exceed twenty-four (24) feet from established grade.

Sec. 3.08.05 Minimum Yard Requirements

- A. Front along State Road AIA South: Twenty (20) feet for a Building up to and including twenty (20) feet in height; ; thirty (30) feet for a Building Above twenty (20) feet in height.
- B. Front along any other delineated roadway: Fifteen (15) feet for a Building up to and including twenty (20) feet in height; twenty (20) feet for a Building above twenty (20) feet in height.
- C. Side: Ten (10) feet.
- D. For Buildings proposed on sites which adjoin an existing residential Use or residentially-zoned Lands, the minimum adjoining a Side or Rear Yard, or both is thirty (30) feet for a Building up to and including twenty (20) feet in height; . Fifty (50) feet for a Building above twenty (20) feet in height.
 - a. Accessory Uses and Structures Accessory uses and structures, Aand parking lots, shall be adequately screened from any Palm Valley Overlay District delineated roadway.
 - b. Accessory Uses and Structures (excluding parking lots), shall not be allowed closer to the Palm Valley Overlay District Delineated Roadway than any Building on the

site.

- F. A distance of eight (8) feet shall separate parking areas and Buildings. This area shall be measured from the exterior wall and shall be used for landscaping and walkways, of which a minimum of three (3) feet shall be used for landscaping.

Sec. 3.08.06 Additional Buffering Requirements

- A. Buffers may be placed within required Yards, and where reasonably possible, shall contain native vegetation existing on the site proposed for Development. In addition to the Buffering and Screening Requirements of Section 6.06.04, the following requirements shall apply in the Mid-Anastasia Overlay District.
 - 1. A minimum twenty (20) foot buffer from the right-of-way of State Road A1A South except Scenic Highway A1A as described in 6.06.02.F.2.b.
 - 2. A minimum fifteen (15) foot buffer from the right-of-way of any other delineated roadway.
- B. The above buffers shall be landscaped in accordance with Section 6.06.04, paragraphs a. and c. of Screening Standards "C", which state:
 - 1. A row of evergreen Canopy Trees which are not less than ten (10) feet high at the time of planting, a minimum of two (2) inch caliper, and are spaced not more than twenty (20) feet apart. The Trees are to be planted within ten (10) feet of the property line; and
 - 2. Lawn, low growing evergreen plants, evergreen ground cover, or mulch covering the balance of the buffer.
- C. The width of a required Buffer shall be measured beginning at the property line. Continuation of landscaping into the right-of-way, where feasible and not otherwise prohibited by these regulations is encouraged. Required buffers shall be included in all plans submitted for review.
- D. Sidewalks and pedestrian seating may be placed in required buffers.
- E. The Design Review Board may request the use of certain vegetation and plant species where an established or preferred species exists on a site or within adjacent development.

Sec. 3.08.07 Additional Signage Requirements

All multi-family and commercial Signs, including new Signs and replacement of existing Signs, shall be governed as set forth in Article VII of this Code, and the following additional requirements shall apply.

- A. General provisions applying to multi-family and commercial Signs in the Mid-Anastasia Overlay District:
 - 1. All Ground Signs shall be wide-based monument style. Pylon Signs are only permitted when monument style signs cannot be adequately located due to site

constraints as determined by the DRB.

2. The overall height of a Sign Structure shall be twelve (12) feet including any foundation supporting the Sign. A foundation used to support a Sign shall not exceed four (4) feet in height. The use of dirt, sand or other material to elevate the height of a Sign on a mound is prohibited.
 3. The colors and materials of Signs shall be similar to and compatible with the architectural style and colors and materials of the related commercial or multi-family Building. Any icons that is not similar to and compatible with the architectural styles, colors, and materials of the related building shall be restricted to a maximum fifteen percent (15%) of the advertising display area, unless additional area is approved by the DRB.
 4. Signs should be oriented to pedestrians and scaled appropriately.
 5. Signs must be professionally designed, lettered and constructed.
 6. Signs may be double faced.
 7. Wall Signs shall be mounted directly upon wall surfaces, and shall not be mounted upon raceways or other protrusions from the wall surface.
 8. All ground or pylon Signs shall include the street number in a size and manner that is clear and visible. Street numbers should also be visible on the front of buildings.
 9. In construing the provisions of this Section, messages not exceeding six (6) inches in height erected within or upon doors and windows shall not be counted in computing the number of Signs.
 10. Any lighting shall be white in color for all signs, unless different lighting is required by the County for purposes of protecting turtles. External lighting must conceal and shield the light.
 11. Molded vinyl or plastic internally illuminated wall Signs shall not be allowed.
 12. For Signs that contain federally registered trademarks or service marks, documentation of such registration shall be provided with the application for review.
 13. Where feasible, as determined by the approval authority, all Ground Signs shall use shrubs that are twenty-four (24) inches at the time of planting around the base of the sign. These must be planted within 30 days of the sign installation.
- B. Ground or Pylon Signs: Number and size of Signs permitted for the street frontage
1. **For Sites five (5) acres or less:** One (1) on-site Sign, not to exceed thirty-two (32) square feet for each Sign Face, may be located on each arterial or collector street frontage.
 2. **For Sites more than five (5) acres:** One (1) on-site Sign, not to exceed sixty (60) square feet for each Sign Face, may be located on each arterial or collector street

frontage.

3. New Ground Signs and alterations to existing Ground Signs requiring a DRB review shall be externally illuminated with downward facing fixtures and hours of illumination to cease no later than 30 minutes after business closing, unless additional time is approved by the DRB.

C. Additional Directional Signs Allowed

In addition to the above Signs, two directional Ground Signs limited to two (2) square feet per Sign are allowed. The maximum allowable height shall be three (3) feet.

D. Commercial Wall, Hanging and Awning Signs: **Single-Story Buildings**

1. In addition to the above Signs, a commercial use is allowed one wall Sign not to exceed twenty-four (24) square feet and may be allowed on each street side of the Building.
2. Where a single-story Building is divided into units for several businesses, with separate entrances, one wall Sign as specified above is authorized for each business entrance, not to exceed twenty-four (24) square feet in advertising display area. In addition, each business entrance may have one double-faced hanging Sign under covered walkways with maximum dimensions of two (2) feet vertical by four (4) feet horizontal.
3. One awning Sign or one window identification Sign may be substituted for a wall Sign, with sign display area not to exceed twenty-four (24) square feet in area.

E. Commercial Wall, Hanging and Awning Signs: **Multi-Story Buildings**

1. Where a multi-Story Building is divided into units or floors for several businesses, one wall Sign, not exceeding twenty-four (24) square feet of area, may be allowed on each street side of the Building.
2. In addition to the above Wall Sign, where a multi-Story Building is divided into units or floors for several businesses, one awning Sign, not exceeding twenty-four (24) square feet of display area, may be allowed over each first story entrance, provided that any such awning sign is an integral and unified part of the architectural design of the entire building.
3. One double-faced hanging Sign under covered walkways with maximum dimensions of two (2) feet vertical by four (4) feet horizontal is allowed for each business entrance.

F. Multiple Tenant Directory Signs

For office and professional Buildings with multiple tenants, one directory Sign containing only the suite number, the names of individuals, organizations or businesses occupying the Building not exceeding fifteen (15) square feet of face area is allowed. Such signs may be wall signs or ground signs. Such signs are permitted in addition to any other allowed signs.

G. Prohibited Signs

In addition to those Signs prohibited within Section 7.08.01, the following Signs are prohibited in the Mid-Anastasia Overlay District.

1. Flashing or animated Signs with any moving parts.
2. Signs painted on, or displayed from the roof of any Building or Structure.
3. Statues, flags, banners, pennants, and inflatables used for advertising purposes, except as may be allowed by Article VII and Section 3.08.07.I of this Part.
4. Exterior Signs containing exposed neon, except those specifically approved by the Design Review Board and found consistent with the Purpose and Intent of this Part.
5. Interior neon window Signs, which exceed more than thirty percent (30%) of window area. In no case shall an interior neon sign exceed twelve (12) square feet.

H. The following provisions apply to temporary signage:

1. Banner signs shall be allowed between the timeframe of overlay application submittal and up to a period of sixty (60) days after permanent sign approval by the DRB. This shall consist of no more than three (3) signs at a maximum advertising display area of twenty-four (24) square feet each.
2. Banner signs shall be allowed in accordance with Section 7.05.00 and 7.07.01.A for a period of sixty (60) days per calendar year, not to exceed one (1) time in one (1) month and not to exceed ten (10) days per each event. This shall consist of no more than three (3) signs at a maximum advertising display area of sixty (60) square feet each.

I. Administrative Approval of Specific Signage

1. Any ground sign reface thirty-two (32) square feet or portion thereof in size provided the colors closely match any colors associated with the building and text type/sizes are similar to other DRB approved signage located on the ground sign face.
2. Any Wall, Awning or Window Sign reface twenty-four (24) square feet or any Hanging Sign up to eight (8) square feet or portion thereof in size provided the colors closely match any colors associated with the Building and text type and sizes are similar to other DRB approved signage located on existing Wall Signs on the same Building.
3. Any Directional Sign that is two (2) square feet or less in size.
4. Any wall, awning, ground, hanging and/or window identification signage within a Unified Sign Plan that is approved by the DRB.

J. Unified Signage Plan (USP)

The USP is an elective master plan for all Project (wall, ground, awning, and window) identification signs located for multi-family and commercial properties. The purpose of the USP is to develop a cohesive sign strategy/design that meets code, expresses the desire of the DRB, and allows an expedited approach to review signage. The USP shall follow the below requirements:

1. All signage must adhere to the overlay district code.
2. The USP shall provide information relating, but not limited, to the size of the advertising display area (minimum and maximum), type of sign (i.e. box or individual letter), mounting procedures, lighting, colors, font, materials, icons, and any other relevant information required by the County.
3. The DRB must consider the USP prior to approve of the USP and may require any conditions it finds necessary to meet the purpose and intent of the overlay code.

L. Signs Exempt from this Part

Real Estate for Sale or Lease, Contractor Identification Signs, trespass and alarm warning Signs, which are in compliance with the requirements of this Section are Exempt from this Part. However, if in the determination of the County Administrator, any Signs may be in conflict with the Purpose and Intent of the Mid-Anastasia Overlay District, a review by the Design Review Board may be required and appropriate modifications ordered.

Sec. 3.08.08 Design Review Guidelines

The pleasing and compatible relationship of architecture and design elements within the Mid-Anastasia Overlay District is of important public concern. The design of Structures and their materials and colors must be visually harmonious with the overall appearance, history and cultural heritage of the Mid-Anastasia Overlay District. Development must also be compatible with the natural landforms, existing coastal vegetation, dune systems and native beach and estuarine environments. Compatibility with existing adjacent Structures and approved development plans must also be considered. The intent of these standards is not to restrain diversity or innovative architecture, but to reduce incompatible and adverse impacts, and to insure an aesthetically pleasing environment. To accomplish this, the following guidelines shall apply to new Buildings, certain exterior renovations, and related site improvements.

- A. Proposed Development shall be located and configured in a visually complementary manner with the existing terrain and vegetation of the Parcel and surrounding Parcels. Structures shall obstruct as little as reasonably practical scenic views from the main road or from existing Structures and the natural environment. Structures shall not dominate any general Development or adjacent Building that is substantially in compliance with this Code. This may be accomplished by the use of architectural features and/or siting of proposed Structures to reduce the appearance of excessive and inappropriate height or mass of proposed Structures.
- B. New Buildings shall be designed to contribute to the image of the Mid-Anastasia Overlay District as a beach community with a pedestrian-oriented, non-urban scale and character.
- C. Buildings that are reflective of Florida's wood-frame vernacular architectural styles such as "Florida Cracker", shingle and low-country, Spanish Eclectic, Craftsman and Bungalow

styles shall be considered appropriate.

- D. To encourage pedestrian activity, buildings should where possible incorporate the following design patterns and details:
 - 1. A Building's main entrance should face the main roadway. Buildings located at street corners should have entrances at the corner.
 - 2. Blank walls facing the main roadway should be avoided. The use of entrance ways and display windows should be used to create business and store fronts that are inviting to the pedestrian.
- E. Outdoor pedestrian seating areas are encouraged, and similarly, outdoor cafe-type seating is encouraged.

Sec. 3.08.09 Design Elements and Materials

The following specific design criteria shall apply to Development regulated by the Mid-Anastasia Overlay District:

- A. Roofs shall consist of wood or asphalt composition shingles, barrel tile, clay tile or similar non-reflective material having a natural texture and appearance. Metal roofs shall be allowed where they are characteristic of a recognized architectural style.
- B. Exterior walls on all sides shall be stucco, tabby, shingle, wood siding, exterior insulation-and-finish systems (EIFS), brick or other materials with similar texture and appearance. The DRB may consider other materials which are similar to the finishes listed above and provide for a cohesive building concept.
- C. Exterior colors of paints and stains of new Construction or Development shall be subdued and nature-blending with no more than three (3) colors per Building, excluding roof color. The DRB may allow up to two (2) additional colors for building accents (e.g. trim, awnings, columns, and shutters). Such hues of green, brown, blue, grey, tan and beige shall be considered appropriate. Public art such as murals will not be applicable to the color standards in this paragraph. The design of the mural will not exceed a maximum of fifteen percent (15%) of the façade in which it is located unless additional area is approved by the DRB.
- D. Roof and exterior wall surfaces, with the exception of glass doors and windows shall be non-reflective. Any glass coating shall not reflect outward and shall be limited in color to gray or green.
- E. Administrative Approval of Design Elements, Materials, and Exterior Finishes
 - 1. The Design Review Board, shall, with assistance of the County, develop architectural design guidelines in accordance with Section 3.08.01 of this Part. Such guidelines shall be adopted by the Board of County Commissioners and shall, at a minimum, include color palettes for exterior materials and finishes.
 - 2. Upon the adoption of color palettes for exterior materials and finishes, exterior painting of existing Structures and Buildings with a selection from the preferred color

palette may be approved by the County Administrator. However, if in the determination of the County Administrator, any proposed exterior painting appears to be in conflict with the Purpose and Intent of the Mid Anastasia Overlay District or with the preferred color palette, a review by the Design Review Board may be required.

Sec. 3.08.10 Administrative Requirements

The following requirements shall apply to all projects and activities that are subject to the Mid-Anastasia Overlay District. For those projects involving Signs less than fifteen (15) square feet in size, Ground and Wall Sign re-faces, re-painting, or other activities not requiring a County building permit, a minor review application shall be allowed. Additionally, a minor review shall be allowed for those other projects, which are determined by the County Administrator to be minor in nature. For all other projects, a regular review application shall be required.

A. Functions and Establishment of the Design Review Board

The St. Johns County Board of County Commissioners shall direct the following functions to determine compliance with the Mid-Anastasia Overlay District:

1. The St. Johns County Board of County Commissioners shall establish by appointment a Design Review Board. Except as otherwise provided in this Code, it shall be the role of the Design Review Board to determine compliance with this Part.
2. The Design Review Board shall consist of five (5) members and two (2) alternates. Membership qualifications and the initial membership term shall be set by resolution of the Board of County Commissioners. The initial terms shall be staggered in 1, 2, 3, and 4 year terms. Except for the initial term, members shall be appointed to a four (4) year term, with an additional four (4) year term as approved by the Board of County Commissioners. Members shall serve at the pleasure of the Board of County Commissioners.
3. The Board of County Commissioners shall adopt by Resolution bylaws, operating procedures, and membership requirements of the DRB which shall be in accordance with all applicable St. Johns regulations Codes and State and Federal laws. The DRB may recommend changes to its bylaws, operating procedures, and membership criteria, to be approved by the Board of County Commissioners.
4. The Design Review Board shall meet as needed in order to fulfill its functions in a timely manner. Reasonable public notice shall be provided for all meetings of the Design Review Board, and all meetings shall be open to the public. The Design Review Board shall appoint a member or support staff to keep minutes of its proceedings and other official actions. A majority vote of a present quorum shall be required in order to take final action on an application.
5. Any previous citizen appointed to the DRB shall have the opportunity to reapply and have the same term limits as prescribe in subsection A.2, provided they have not been excluded by the Board of County Commissioners because of longevity on the DRB. If longevity is an issue, the citizen must wait a period of two (2) years from the date of their original expiration before reapplying to the DRB.

B. Application and Permitting Requirements

1. The County Administrator shall develop application forms and review procedures to assist the Design Review Board in determining compliance with the Mid-Anastasia Overlay District requirements. The Design Review Board shall meet as required to review applications and take action in a timely manner on all applications submitted for review.
2. Following any final action, the Design Review Board or its authorized support staff shall provide a written order to the Applicant stating that the request complies, complies with conditions, or does not comply, with the Mid-Anastasia Overlay District requirements. Any determination by the Design Review Board shall be supported by appropriate findings of fact.
3. The Applicant shall provide a copy of the final order of approval prior to obtaining construction permits as required for the proposed project or activity.
4. In general, all applications that are subject to the County's established development review process shall proceed through a first submittal development review prior to being scheduled for the Design Review Board. Any DRC comments that have not been addressed at the time of Design Review Board meeting shall be noted by the Applicant. If appropriate, the Design Review Board may attach conditions to its determinations related to outstanding development review comments. The Design Review Board shall not request modifications that are not in compliance with other land development regulations.

C. Vested Rights Determinations

1. As an alternative to a determination that a Project or activity complies with this Part, the Applicant may demonstrate that vested rights to proceed with the proposed Project or activity have been legally established, and/or demonstrate that the County is equitably estopped from applying Part 3.08.00 of this Code. Vested rights determinations shall be made in accordance with Part 10.02.00 of this Code. The legal requisites for such determinations and burdens of proof shall be those provided by applicable Federal and State Law. Applicants shall have the burden of demonstrating vested rights or equitable estoppel.
2. A Planned Unit Development (PUD) may be expanded, without a vested rights or estoppel determination, if the proposed addition(s) adjoins the existing PUD. The more restrictive standards and criteria of the existing PUD or the Mid-Anastasia Overlay District shall apply to the expansion.

D. Variances and Appeals

An Applicant may apply and be granted or denied a Variance from one or more standards of this Part. Variances or modifications to these requirements shall be governed as follows:

1. Any Variance or modification within existing PSD/PUDs to these requirements may be granted only by the Board of County Commissioners. Notwithstanding any other provision in the Land Development Code, such requests shall be considered by the Board of County Commissioners as a Non-Zoning variance pursuant to the requirements of Section 10.04.03 of this Code in lieu of the procedures set forth in

Section 5.03.05. Requests to change specific provisions not pertaining to the District requirements within PUDs and PSDs shall be processed pursuant to Section 5.03.05.

2. Any affected or aggrieved person may Appeal a written determination of the Design Review Board to the Board of County Commissioners, in accordance with Section 9.07.04, by filing such Appeal in writing to the County administrator within thirty (30) days of any such written determination.

E. Management of Applications among Multiple Boards

1. When a board or agency has made a decision or finding on an application, and the application or companion application will later appear before the Board of County Commissioners, its approval or approval with conditions shall constitute a recommendation to the Board of County Commissioners. The Board of County Commissioners may choose to accept the decision or finding of the board or agency, make a binding decision or finding of its own, or send the application back to the board or agency for a decision consistent with the Board of County Commissioners findings or suggestions.
2. This section does not impose any additional review standards on applications or board or agency decisions as set forth in this Code.

F. **Administrative Approval**

1. Delegation of Signing Authority. In the event that the Design Review Board has determined compliance with this Part, the DRB may authorize its support staff to sign and render and Order approved by the DRB in lieu of the Chair or Vice-Chair.
2. Failure to Hold a Quorum. In the event that the Design Review Board is unable to gather a quorum to render a decision on an application scheduled for a hearing before the DRB and is unable to gather another quorum within ten (10) days of the scheduled hearing, the County Administrator shall determine compliance with the provisions of the Mid-Anastasia Overlay District.
3. Failure to Establish a Design Review Board. Failure in the event that the St. Johns County Board of County Commissioners are unable to establish a Design Review Board as defined by this Part, it shall be the responsibility of the County Administrator to determine compliance with the provisions of this Part. Failure to establish shall mean that at any time there are less than three (3) regular members appointed to the DRB.

ATTACHMENT 3
DRAFT FINAL ORDERS
APPROVAL / DENIAL



ORDER OF THE ST. JOHNS COUNTY, FLORIDA
DESIGN REVIEW BOARD
OF THE MID-ANASTASIA OVERLAY DISTRICT

Kristopher Smith, Smithcraft Construction
5348 3rd Street
St. Augustine, FL 32080

FILE NUMBER: MADRB 2022-01 Island Prep Classroom Addition
PARCEL: 174870-0010
DATE OF HEARING: July 28, 2022

ORDER GRANTING APPROVAL

The above referenced application, **MADRB 2022-01 Island Prep Classroom Addition**, a request for design approval for construction of a 1200 square foot building for classroom use and covered walkway for the new building located at 4035 A1A South was considered by the Mid-Anastasia Design Review Board (MADRB) in a public hearing.

FINDINGS OF FACT

Having considered the application, supporting documents, statements made by the Applicant and Staff, and all evidence presented during the public hearing, the Board made the following Findings of Fact:

- 1. The request is consistent with Section 3.08.00 of the St. Johns County Land Development Code and will meet all other Code requirements.**

NOW THEREFORE, based on said Findings of Fact, the Board hereby approves this application as submitted subject to the following conditions.

- 1. Any changes to the original application as submitted will require additional review by the Mid-Anastasia Design Review Board.**

This decision may be appealed to the St. Johns County Board of County Commissioners within thirty (30) days of the signing of this Order, pursuant to Section 9.07.04 of the Land Development Code. Deed Restrictions, if any, are not affected by the actions of the Board or this Order.

All applicable state or federal permits must be obtained before commencement of the development. Issuance of a development permit or development order by a county does not in any way create any rights on the part of the applicant to obtain a permit from a state or federal agency and does not create any liability on the part of the county for issuance of the permit if the applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law.

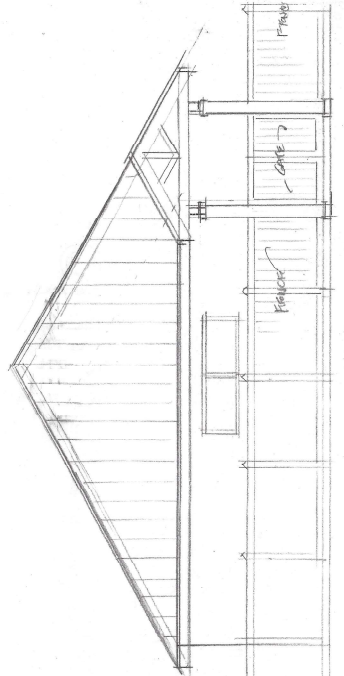
DATED THIS _____ DAY OF _____, 2022.

DRB FOR THE MID-ANASTASIA OVERLAY DISTRICT WITHIN ST. JOHNS COUNTY, FLORIDA:

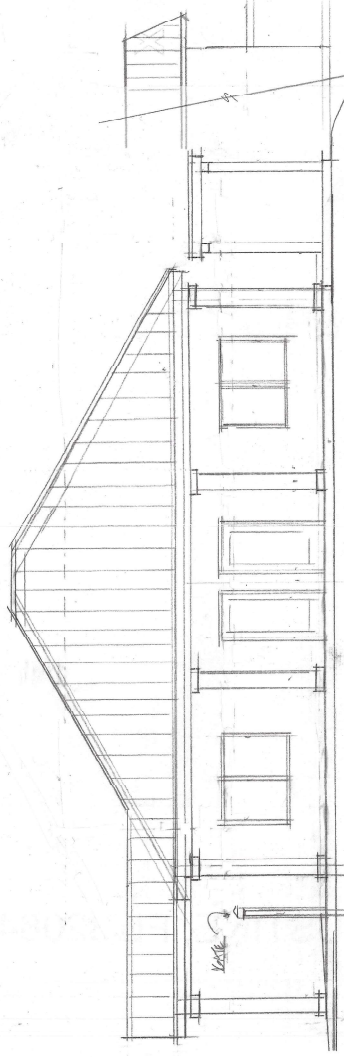
BY: _____
Bob Boese, Chair

The undersigned Clerk of the Board certifies that the above Order is a true and correct copy of the Order adopted by said Board as the same appears in the record of the Board Minutes.

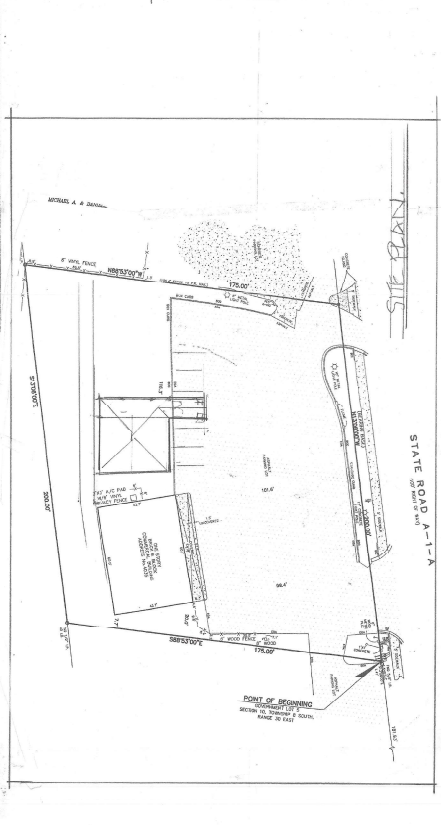
BY: _____
Clerk: Saleena Randolph, Planner
Attachment: Stamped approved drawings



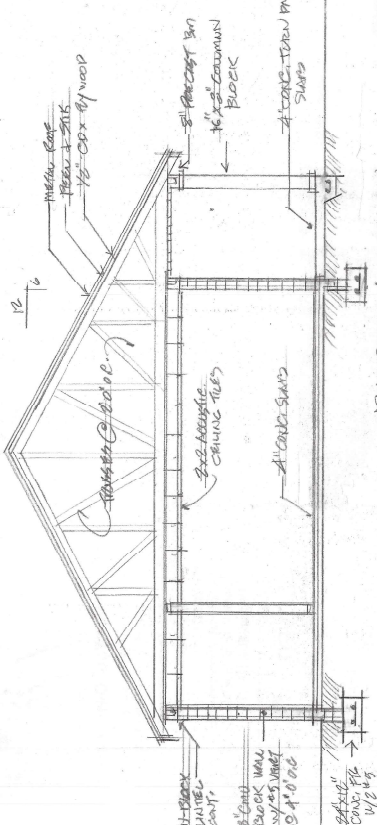
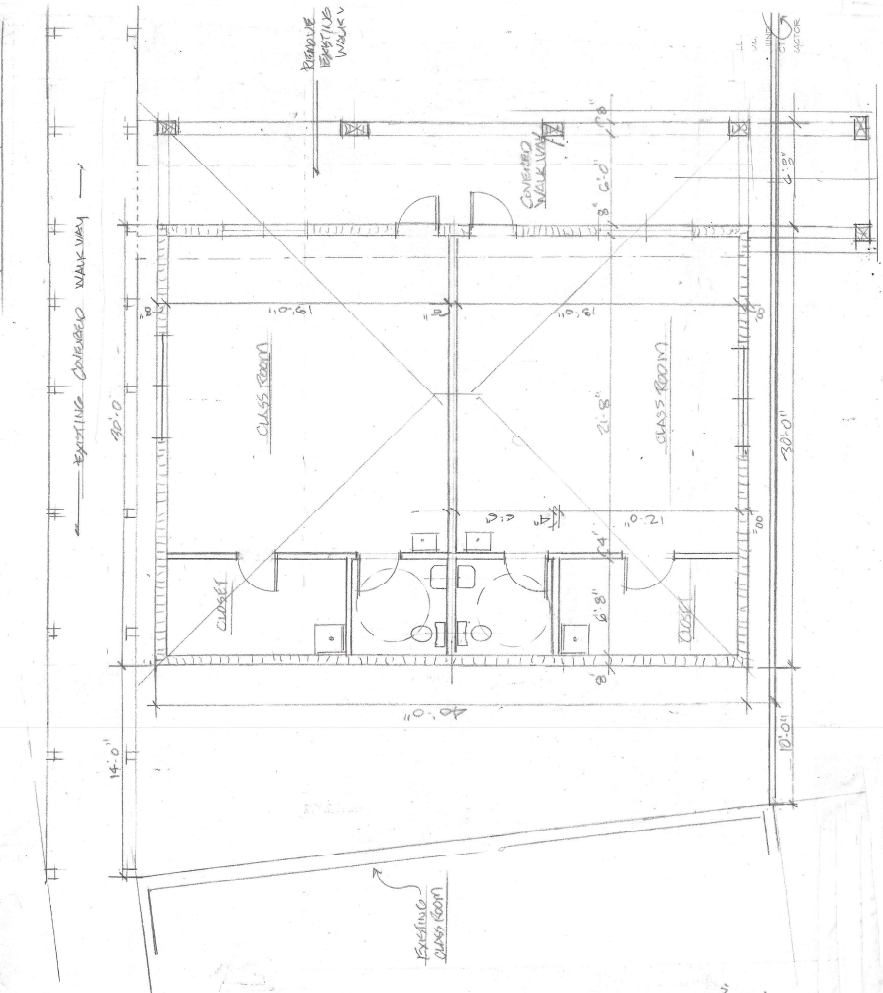
NORTH ELEVATION



EAST ELEVATION



SITE PLAN



BUILDING SECTION



ORDER OF THE ST. JOHNS COUNTY, FLORIDA
DESIGN REVIEW BOARD
OF THE MID-ANASTASIA OVERLAY DISTRICT

Kristopher Smith, Smithcraft Construction
5348 3rd Street
St. Augustine, FL 32080

FILE NUMBER: MADRB 2022-01 Island Prep Classroom Addition
PARCEL: 174870-0010
DATE OF HEARING: July 28, 2022

DENIAL ORDER

The above referenced application, **MADRB 2022-01 Island Prep Classroom Addition**, a request for design approval for construction of a 1200 square foot building for classroom use and covered walkway for the new building located at 4035 A1A South was considered by the Mid-Anastasia Design Review Board (MADRB) in a public hearing.

FINDINGS OF FACT

Having considered the application, supporting documents, statements made by the Applicant and Staff, and all evidence presented during the public hearing, the Board made the following Findings of Fact:

- 1. The request is not consistent with Section 3.08.00 of the St. Johns County Land Development Code.**

NOW THEREFORE, based on said Findings of Fact, the Board hereby denies this application as submitted.

This decision may be appealed to the St. Johns County Board of County Commissioners within thirty (30) days of the signing of this Order, pursuant to Section 9.07.04 of the Land Development Code. Deed Restrictions, if any, are not affected by the actions of the Board or this Order.

All applicable state or federal permits must be obtained before commencement of the development. Issuance of a development permit or development order by a county does not in any way create any rights on the part of the applicant to obtain a permit from a state or federal agency and does not create any liability on the part of the county for issuance of the permit if the applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law.

DATED THIS _____ DAY OF _____, 2022.

DRB FOR THE MID-ANASTASIA OVERLAY DISTRICT WITHIN ST. JOHNS COUNTY, FLORIDA:

BY: _____
Bob Boese, Chair

The undersigned Clerk of the Board certifies that the above Order is a true and correct copy of the Order adopted by said Board as the same appears in the record of the Board Minutes.

BY: _____
Clerk: Saleena Randolph, Planner