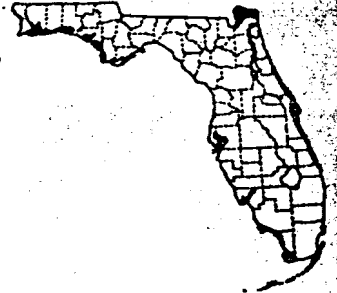




# NASSAU COUNTY

## BOARD OF COUNTY COMMISSIONERS

P. O. Box 1010 - Fernandina Beach, Florida 32034



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Ex-Officio Clerk

ARTHUR I. JACOBS  
Attorney

RICHARD L. KING, P.E.  
County Engineer

December 10, 1980

Dan Castle  
Executive Director  
Northeast Florida Regional Planning Council  
8641 Bay Pine Road, Suite 9  
Deerwood Center  
Jacksonville Florida 32216

Dear Dan:

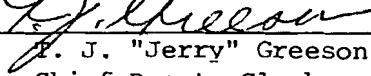
The Board of County Commissioners instructed this office to forward to you three copies of the Agreements on the Local Government Comprehensive Planning Assistance Program.

The Board approved the Agreements in their regular meeting of December 9, 1980. After the Agreements have been approved by your department, please return one fully executed copy to the Board for their files.

If we can be of any further assistance, please notify us.

Sincerely,

D. O. Oxley  
Ex-Officio Clerk

By:   
P. J. "Jerry" Greeson  
Chief Deputy Clerk

DOO/TJG:ma

Enclosures

AGREEMENT

By and Between

NORTHEAST FLORIDA REGIONAL PLANNING COUNCIL  
and  
NASSAU COUNTY, FLORIDA BOARD OF COUNTY COMMISSIONERS

THIS AGREEMENT, made and executed in duplicate this \_\_\_\_\_ day of December 1980, by and between the NORTHEAST FLORIDA REGIONAL PLANNING COUNCIL, whose mailing address is 8641 Baypine Road, Suite 9, Deerwood Center, Jacksonville, Florida 32216, party of the first part, and the NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS, the governing body of Nassau County, a political subdivision of the State of Florida, party of the second part, is entered into for the purpose of securing the services of the Northeast Florida Regional Planning Council.

WHEREAS, the Department of Community Affairs of the State of Florida has awarded Nassau County seventeen thousand eight hundred and thirty-seven dollars (\$17,837.00) of state monies which is to be matched with eight thousand nine hundred and eighteen dollars and fifty cents (\$8,918.50) of local monies, of which a portion or all may be in-kind services provided by Nassau County for implementation of Comprehensive Planning, Chapter 163, Florida Statutes; and

WHEREAS, the Nassau County Board of County Commissioners has determined that Nassau County will make available to the Northeast Florida Regional Planning Council an amount not to exceed seventeen thousand eight hundred thirty-seven dollars (\$17,837.00) and in-kind services not to exceed a value of eight thousand nine hundred eighteen dollars and fifty cents (\$8,918.50); and

WHEREAS, the Northeast Florida Regional Planning Council submitted to Nassau County a Comprehensive Planning Work Program which outlines the planning elements to be completed under the terms of the contract, which is identified as Attachment "A" to be completed as scheduled in Attachment "B", attached and made a part of this agreement; and

WHEREAS, Nassau County has reviewed and approved said work program and schedule (Attachments "A" and "B") which outline the four (4) work elements to be completed by the Northeast Florida Regional Planning Council for and in consideration of the sum of seventeen thousand eight hundred thirty-seven dollars (\$17,837.00) and eight thousand nine hundred eighteen

dollars and fifty cents (\$8,918.50) of in-kind services or cash provided by Nassau County during the contract period.

NOW, THEREFORE BE IT RESOLVED, that in consideration of the foregoing proposal of the Northeast Florida Regional Planning Council, as outlined in Attachments "A" and "B" of this agreement, "Nassau County" agrees to accept such proposal and the "Northeast Florida Regional Planning Council" agrees to perform the services outlined therein;

BE IT FURTHER RESOLVED, that the method of payment to the "Northeast Florida Regional Planning Council" for work to be completed under this agreement, shall be as follows:

1. Ninety percent (90%) of the contract fee, sixteen thousand fifty-three dollars and thirty cents (\$16,053.30) shall be remitted to the "Northeast Florida Regional Planning Council" as follows:

(a) Eight thousand nine hundred eighteen dollars and fifty cents (\$8,918.50) on or before January 31, 1981.

(b) Seven thousand one hundred thirty-four dollars and eighty cents (\$7,134.80) on or before July 1, 1981.

2. The final ten percent (10%), one thousand seven hundred eighty-three dollars and seventy cents (\$1,783.70), shall be paid upon satisfactory completion of all services specified in Attachment "A" of this agreement.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed on the day and year first above written.

NORTHEAST FLORIDA REGIONAL PLANNING COUNCIL  
Party of the First Part

ATTEST:

By \_\_\_\_\_  
Chairman

\_\_\_\_\_  
Executive Director

NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS  
Party of the Second Part

ATTEST:

By John F. Armstrong, Jr.  
Chairman

Dooley  
Clerk  
By Thomas Green  
Chief Deputy Clerk

APPENDIX A: WORK ELEMENTS

1. Adoption Schedule and Consultation for Adoption of Nassau County Comprehensive Plan
2. Zoning Ordinance and Atlas
3. Subdivision Regulations
4. Administrative Procedures Manual

## ADOPTION OF THE NASSAU COUNTY COMPREHENSIVE PLAN

### Purpose:

Provide technical assistance to Nassau County in adopting the Comprehensive Plan.

### Work Tasks:

1. Prepare an adoption schedule for the Nassau County Comprehensive Plan that meets State requirements listed under Florida Statutes.
2. Appear at public hearings scheduled for the Plan to answer questions concerning the contents of the Plan.
3. Make any revisions to the various elements of the Plan as requested by the Local Planning Agency (LPA) and the Nassau County Commission after the public review and adoption hearings.
4. Assist the County in responding to review comments of the Department of Community Affairs.

### Work Products:

Adoption schedule, amended Comprehensive Plan Elements, technical memorandum.

## ZONING ORDINANCE AND ATLAS REVISIONS

### Purpose:

To ensure orderly development and growth that promotes the health, safety and welfare of the general public by regulating the type of land uses to be located in the unincorporated sections of Nassau County.

### Work Tasks:

1. Review current zoning ordinance's general provisions, exceptions, district definitions, and supplemental regulations for consistency with provisions of the Nassau County Comprehensive Plan.
2. Make necessary revisions to the zoning districts.
3. Review administrative and application procedures of existing zoning ordinance and make necessary improvements.
4. Prepare draft of revised zoning ordinance and assist Nassau County in the re-drafting of the Zoning Atlas.
5. Present revised ordinances to Planning and Zoning Commission (LPA) and the Nassau County Commissioners and make requested changes in draft document for final typing by the County.
6. Appear at public hearings to answer questions on the ordinance.
7. Reproduce 15 copies of the Revised Zoning Ordinance.

### Work Products:

Fifteen copies of a Zoning Ordinance for Nassau County consistent with the County's Local Government Comprehensive Plan and coordinated with applicable local, state and federal programs/regulations.

## SUBDIVISION REGULATIONS REFINEMENT

### Purpose:

To establish reasonable and equitable standards for the subdivision of land thereby ensuring safe communities and healthy living environments.

### Work Tasks:

1. Review current subdivision regulations for consistency with provisions of the Nassau County Comprehensive Plan.
2. Make necessary revisions to regulations.
3. Prepare draft of revised subdivision ordinance.
4. Present revised ordinances to Planning and Zoning Commission (LPA) and Nassau County Commission and make requested changes in draft regulation for final typing by the County.
5. Appear at public hearings and answer questions on the ordinance.
6. Reproduce 15 copies of the Revised Subdivision Regulations.

### Work Product:

Fifteen copies of Subdivision Regulations for Nassau County consistent with the County's Local Government Comprehensive Plan and applicable with concerned local, state and federal programs/regulations.

## ADMINISTRATIVE PROCEDURES FOR COORDINATION OF PERMITTING AND LICENSING

### Purpose:

Refine existing administrative procedures and formulate needed procedures for permit/license approvals and referrals by the various county departments to more effectively and economically conduct the regulatory activities consistent with the Comprehensive Plan.

### Work Tasks:

1. Review current responsibilities, administrative and application procedures, fee schedules, reporting formats for regulating land development in Nassau County.
2. Perform a Literature review of land development regulatory procedures of comparable jurisdictions in Florida.
3. Analyze pertinent regional, state and federal regulatory procedures affecting land development regulatory activities of Nassau County.
4. Prepare a draft Administrative Procedures Manual for regulating Land Development Activities in Nassau County.
5. Reproduce 15 copies of the Administrative Procedures Manual.

### Work Products:

Fifteen copies of an Administrative Procedures Manual for regulating Land Development Activities of the Nassau County Government.



