



PLANNED

## Northeast Florida Regional Planning Council

Baker • Clay • Duval • Flagler • Nassau • Putnam • St. Johns

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October 4, 1990

Michael S. Mullin, Esquire  
Nassau County Attorney  
311 Centre Street  
Fernandina Beach, FL 32034

Dear Mr. Mullin:

I was pleased to meet with you last week to discuss Nassau County's concerns for preparing a Comprehensive Plan which satisfies the requirements of Florida law while appropriately considering the issues of concern with the County government. As I stated at our meeting, my experience as Planning Director in Lake and Charlotte Counties has made me acutely aware of the problems that a county government faces when trying to meet the requirements of 9J-5, F.A.C., and 163.3, F.S.

Based upon my experience as a county planning director and the insight we have all gained at the RPC regarding DCA's comprehensive plan review policies, I believe that the RPC staff can revise the Nassau County Comprehensive Plan to make it meet the requirements of Florida law and be reasonably acceptable to Nassau County citizens and the Board of County Commissioners.

Attached is the proposed "Statement of Work" with associated manhours and cost estimate that was promised during our meeting. This cost is based upon the Nassau County Board of Commissioners agreeing to the adoption of a Plan which the RPC represents as meeting the requirements of Chapter 163, F.S., and Rule 9J-5, F.A.C., and standing a reasonable chance of satisfying DCA's "Objections, Recommendations, and Comments." Should the Plan require a major revision following a DCA "Letter of Intent" because of items omitted or submitted against the recommendation of the RPC staff, these revisions will increase the cost estimate of Phase II, "Response to Letter of Intent." The RPC feels confident that this is an accurate estimate of the true cost to complete this project; however, to protect both the County and the RPC, we propose that the project be conducted on a time and materials basis.

Michael S. Mullin, Esquire  
October 4, 1990  
Page 2.

The RPC accepts the responsibility to support its member Counties in developing workable comprehensive plans that will guide the future development of the northeast Florida region. A very important component of the Comprehensive Planning effort is the development of Land Development Regulations that implement the Plan. Therefore, this offer of the RPC to complete the Nassau County Comprehensive Plan is contingent upon Nassau County's contracting with the RPC to develop the County's LDRs, as well as the Comprehensive Plan. The total cost proposed by the RPC for preparing the LDRs should be reimbursed to Nassau County through DCA grants.

Once Nassau County has adopted its Comprehensive Plan, it must implement a procedure or system for managing concurrency. The Land Development Regulations package will include an ordinance which establishes the basic parameters of such a procedure; however, Nassau County will be required to prepare a "Methods and Procedures Manual" for implementing concurrency management within the County.

Please call me if you have any questions regarding the proposed offer.

Sincerely,



Rudy Marchese, Chief  
Local Government Planning

RM:fc

Enclosure

cc: L. Douglas Jones

PROPOSED STATEMENT OF WORK FOR A  
 SUPPORT CONTRACT  
 Between  
 THE NORTHEAST FLORIDA REGIONAL PLANNING COUNCIL  
 and  
 NASSAU COUNTY

Completion of Nassau County Comprehensive Plan--  
 Response to DCA "ORC" and "Letter of Intent"

I. RESPONSE TO ORC

October 15, 1990 - November 16, 1990

- |    |  |          |
|----|--|----------|
| A. | Review Elements against 9J-5<br>9 Elements (approx. 10 hrs./Element) | 2,970.00 |
|    | 1. Provide findings to Nassau County BCC<br>(16 manhours)            | 528.00   |
|    | 2. Make initial changes to Elements<br>(120 manhours)                | 3,960.00 |

November 19, 1990 - December 31, 1990

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|----|---|----------|
| B. | Review ORC (48 manhours)  | 1,584.00 |
|    | 1. Provide findings to Nassau County BCC<br>(24 manhours)                       | 792.00   |
|    | 2. Prepare recommendations for workshop<br>(240 manhours)                       | 7,920.00 |
|    | 3. Hold workshop sessions (72 manhours)   | 2,376.00 |
|    | 4. Revise changes to Elements in response<br>to workshop findings (80 manhours) | 2,640.00 |
| C. | Hold Adoption Hearings (12 manhours)  | 396.00   |
| D. | Prepare and submit adopted Comp Plan to DCA<br>(12 manhours)                    | 528.00   |

		\$23,694.00
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Publication Costs

Reproduce 30 copies of Complete Plan		850.00
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## II. RESPONSE TO LETTER OF INTENT

February 16, 1991 - April 1, 1991

A.	Review Letter of Intent (16 manhours)	528.00
	1. Provide findings to Nassau County BCC (8 manhours)	264.00
B.	Revise Comp Plan to meet requirements of Letter	1,056.00
	1. Hold 1 workshop session (16 manhours)	528.00
	2. Revise changes in response to workshop (16 manhours)	528.00
C.	Hold Adoption Hearing (12 manhours)	396.00
	<b>Letter Manhours Costs</b>	<b>3,300.00</b>

### Publication Costs

Reproduce Addendum	225.00
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### **TOTAL COMP PLAN COST**

**28,069.00**

## III. PREPARATION OF LDRs

October 15, 1990 - August 1, 1991

A.	Review County regulations in terms of Comprehensive Plan Zoning Code Subdivision Regulations Other Ordinances (240 manhours)	7,920.00
	1. Provide findings to Nassau County BCC (8 manhours)	264.00
B.	Prepare Individual Ordinances for review - approximately 14 ordinances (480 manhours)	15,840.00
C.	Conduct Advisory Hearings on ordinances - approximately 20 meetings (160 manhours)	5,280.00
D.	Present Ordinances to BCC in Public Hearing (84 manhours)	2,772.00

E. Codify all ordinances into a single document  
(88 manhours)

LDR Costs

TOTAL PROJECT COST

\$63,049.00

34,980.00

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2,904.00