

ORDINANCE NO. 2021-__

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY, FLORIDA, AMENDING ARTICLE 5, SECTION 5.07(B), SITE DEVELOPMENT PLAN REVIEW, DEVELOPMENT REVIEW COMMITTEE ADDING A SCHOOL BOARD REPRESENTATIVE AND SECTION 5.07(C), SUBMISSION REQUIREMENTS ADDING SCHOOL BUS AND CHILD PICK UP AREAS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Nassau County, Florida has found it necessary to amend Article 5, Section 5.07(B) to include a representative from the Nassau County School District on the Development Review Committee; and

WHEREAS, the Board of County Commissioners of Nassau County, Florida has found it necessary to amend Article 5, Section 5.07(C) to include public school bus stops and/or child pick-up/drop-off areas in on-site and off-site site plan informational requirements and site engineering plan requirements; and

WHEREAS, the Board of County Commissioners finds that these amendments are in the best interests of the citizens of Nassau County, Florida.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Nassau County, Florida, finds that Article 5, Section 5.07(B) and Section 5.07(C) of the Nassau County Code of Ordinances shall be further amended to read as follows:

B. DEVELOPMENT REVIEW COMMITTEE. The development review committee (DRC) is hereby established.

1. Membership and chair. The directors of planning and economic opportunity, engineering services, fire/rescue, building, a representative from the Nassau County School District as recommended to the County Manager by the Superintendent of Schools, ~~and~~ health

department and 911 addressing and mapping ~~(as determined by the planning and economic opportunity director)~~ shall each designate a DRC regular member and an alternate member from their respective departments. The director of planning and economic opportunity or his/her designee shall serve as chair. Designees shall exercise the responsibility and authority of the regular member.

2. The planning and economic opportunity department shall be responsible for intake, agenda preparation, public notice, distribution of plans and specifications, collection of fees, preparation of minutes, audio recording of meetings and preparation of development orders.
3. Public notice of DRC meetings shall be posted on the county website and placed in public notice boxes. The general public is invited to observe all meetings and review all documents.
4. Meetings shall be held on a weekly basis commencing at 9:00 a.m. as established by the DRC. Special meetings may be called from time to time by the planning and economic opportunity director. Minutes of the meetings shall be prepared as well as recorded (audibly) and available to the public upon request. An agenda for the DRC shall be posted on the county website, at least seventy-two (72) hours prior to a scheduled meeting.
5. Powers and duties. The development review committee has the following powers and duties:
 - a. To conduct pre-application conferences and provide information about applicable development procedures and standards.

C. SUBMISSION REQUIREMENTS.

1. Class II, III and IV preliminary binding site plan informational requirements include:
 - a. Boundary survey meeting the minimum technical standards set forth by the Florida Board of Professional Surveyors and Mappers in Rule 61G17-6 F.A.C.
 - b. Eight (8) sets of plans in 11" × 17" or 24" × 36" format including name of responsible designer, date, north arrow and graphic scale of not more than one (1) inch equals fifty (50) feet and providing the information applicable to the site development specified in the following subsections.
 - c. Tabulations—Gross site acreage; total building area; total parking area and parking ratio; total surface area of stormwater retention facilities at top of bank; jurisdictional wetlands and wetland buffer width; submerged areas; total landscaped areas; and buffers. Provide calculations of floor area ratio; impervious surface ratio and landscape open spaces.
 - d. Proposed use(s)—Residential dwelling units by unit type for residential uses and lot sizes. Gross floor area of all non-residential uses and identification of the use.
 - e. On-site: Property dimensions and existing and proposed easements and rights-of-way; exterior dimensions of all principal structures (except single-family detached), their height, finished floor elevation and number of stories; setbacks; distances between structures; fire hydrants or dry wells; stormwater ponds, easements and major stormwater conveyance systems; wetlands preserved, impacted and mitigated; floodways, floodplains and flood hazard areas; driveway location and dimensions including return radii and pavement material; drive aisle width; number and dimension of parking spaces; cross-access locations and dimensions; off-street

loading areas for passengers or freight; drive-through locations including stacking and escape lanes; landscape area dimensions; sidewalks; bicycle lanes and racks; public school bus stop(s) and/or child pick-up/drop-off area(s).

- f. Off-site: Width and length of turn lanes; conceptual water supply and sewage disposal facilities including points of connection; main extensions and laterals; lift stations; fire hydrants; proposed traffic signalization phasing and sequencing; public school bus stop(s) and/or child pick-up/drop-off area(s).
- g. Ancillary items—Phase lines; accessory uses and structures including exterior sales, service or storage areas; exterior lighting including height of poles and notes on shielding of luminaires; fences and walls; dumpsters and enclosures; sign location(s) and height; rights-of-way and all other lands or improvements proposed for dedication to the public.
- h. All preliminary binding site plans over ten (10) acres in size shall conduct an environmental assessment. The assessment may employ aerial photographs; land use and cover classifications per Florida Land Use Classification Codes (FNAI.org/gisdata.cfm); wetlands identified by the National Wetlands Inventory, SJRWMD (SJRWMD.com/gisdevelopment) or ground truthing; wildlife corridors and strategic habitat conservation areas identified by the Florida Fish and Wildlife Conservation Commission's Florida Natural Areas Inventory and Florida Department of Environmental Protection supplemented, as appropriate, by field surveys. Planning for proposed development should consider natural systems and developers are encouraged to use conservation design techniques such as clustering, density transfers, stem wall foundations, tree wells, and other techniques to produce

marketable projects while protecting natural and historic resources. Site development plans impacting areas identified as potential habitat for endangered, threatened or species of special concern, as listed in Rule 68A-27, F.A.C., shall provide evidence of submittal to the Florida Fish and Wildlife Conservation Commission (FWCC) prior to receiving conceptual approval. Archaeological and historic resources shall be identified by reference to the Florida Master Site File.

2. Site engineering plan informational requirements.

- a. Eight (8) sets with a minimum of three (3) sets on 24" × 36" sheets. The balance may be on 11" × 17" sheets, all to be signed and sealed by the engineer of record together with a digital file in a format usable by Nassau County.
- b. The preliminary binding site plan approved in accordance with the preceding section, including all necessary changes or corrections to comply with any conditions of approval. If another agency having jurisdiction over the development specifically requires, as a condition precedent for that agency's approval, modifications to the county-approved preliminary binding site plan, they shall be so noted and evidence of the agency's specific direction provided. Such changes shall be considered in accordance with subsection B.5.d., above.
- c. Engineer or engineering company identified on each sheet of the site engineering plans together with executed certificate of completeness (signed and sealed statement by the engineer of record that the design complies with the requirements of the Nassau County Code). Improvements shall be designed in accordance with requirements of the utility company and approved by the county engineer or his/her designee.

- d. Paving and grading plans showing plan views, profiles and detail sheets in accordance with Ordinance 99-17 as amended and the engineering services' technical review checklist.
- e. Drainage and geotechnical reports meeting the criteria of Ordinance 99-17 as amended and engineering services' technical review checklist.
- f. Sediment and erosion control measures.
- g. Lighting plan conforming to Ordinance 2005-53, as same may be amended from time to time.
- h. Water and wastewater plans and profiles as applicable to the franchised utility provider and FDEP.
- i. Copies of SJRWMD permit or compliance letter; FDOT permit or notice of intent letter, and any other state and federal permits. An applicant may elect to defer all permits to the preconstruction meeting at the applicant's own risk. Should any permit(s) require any changes to the approved plans, the applicant shall have to get the plans re-approved through the site engineering plan approval process. No construction shall be allowed to commence until all permits have been obtained, and no preconstruction meeting shall occur prior to all necessary permits being obtained.
- j. Complete landscape plan and materials list pursuant to article 37, LDC, as same may be amended from time to time.
- k. School impact analysis and subsequent school concurrency reservation letter (residential projects).

1. Public school bus stop(s) and/or child pick-up/drop-off area(s) meeting the minimum requirements of the Nassau County School District.

EFFECTIVE DATE.

This ordinance shall become effective upon its being filed in the office of the Secretary of State.

DULY ADOPTED this _____ day of _____, 2021.

BOARD OF COUNTY COMMISSIONERS
NASSAU COUNTY, FLORIDA

THOMAS R. FORD
Its: Chairman

ATTEST AS TO CHAIRMAN'S SIGNATURE:

JOHN A. CRAWFORD
Its: Ex-Officio Clerk

Approved as to form by the Nassau County Attorney:

MICHAEL S. MULLIN