



Nassau County Engineering Services  
96161 Nassau Place  
Yulee, FL 32097

*Robert T. Companion, PE*  
*County Engineer*

### **APPLICATION AND INSTRUCTIONS FOR A VARIANCE**

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1. The County Engineer or his/her designee may permit variations to the Nassau County Roadway and Drainage Standards, Ordinance 99-17, after the review and recommendation of the county Development Review Committee (DRC).
2. The procedure will require:
  - A. That the completed application be submitted to the Nassau County Engineering Services Department;
  - B. The Application fee of \$267 (as of 6/24/2019) be paid; and,
  - C. The application be reviewed by the DRC;
3. The Engineering Services Department will prepare a summary to be presented at the next available DRC meeting.
4. The applicant may attend the DRC meeting to present additional evidence into the record. The evidence shall address the criteria defined in Ordinance 99-17, Article 15, Section 15.1 that is applicable to the application.
5. If the request for a variance is denied by the County Engineer or approved with conditions, the owner/applicant may appeal to the Planning and Zoning Board in accordance with Ordinance 99-17, Article 15, Section 15.2.
6. If you have any questions about procedures or the criteria, please consult with the Engineering Services Department at (904) 530-6225 prior to the DRC meeting.

## **INSTRUCTIONS FOR APPLYING FOR A VARIANCE**

It is essential that all the information provided is accurate. Incorrect information can delay or nullify the application process. Use the Engineering Services Department forms that are available for download at [www.nassaucountyfl.com](http://www.nassaucountyfl.com) under Departments, Engineering Services. Please attach additional sheets as needed, using 8½" x 11" size paper, typed or printed.

**Definition of Variance:** A device which grants a property owner relief from certain provisions of the Roadway and Drainage Standards, upon showing that strict application of the requirements contained in this ordinance would result in real difficulties, or substantial hardship or injustice and where the owner/applicant proposes an alternative which conforms to the general intent and spirit of these regulations, and where the objectives of this ordinance have been substantially met as determined by the County Engineer and the Development Review Committee (DRC). **Substantial hardships exclude financial hardships.**

### **Explanation of Application Sections:**

1. The Parcel Identification Number is an eighteen (18) digit number defining the subject property. This number is located at the Property Appraiser's website at [www.nassauflpa.com](http://www.nassauflpa.com).
2. Provide driving instructions to the site.
3. Provide the name and address of the property owner. The owner's name should agree with the recorded deed.
4. Provide the Variance(s) sought (for example: variance to not pave 60' easement). Be sure to include all details of the Variance(s) sought by the applicant.
5. When considering a variance request, the County Engineer shall make a written conclusion that the variance does or does not satisfy the criteria listed in Section 15.1 - *Variations* of the Nassau County Roadway and Drainage Standards. Please address this criteria as listed in parts "a" through "c" on pages 1 and 2 of the application as completely as possible.
6. It is required that a site plan and recorded deed be attached to the application. The site plan must show the size and location of the property. The applicant should also include information that will assist the DRC in its review including dimensions applicable to the variance. For driveway variances, the site plan must show the distance to the property line, adjacent intersections and to any other driveways on same or adjacent property.

The owner's signature is required on the application. If the application is signed by the agent, an *Owner's Authorization for Agent* form must be signed by the owner. Please include the email and telephone number of the person who can be contacted, and familiar with the application, to obtain additional information.

The non-refundable application fee for a Variance is required at the time of application. To confirm the fees please contact the Engineering Services Department at (904) 530-6225. Return the completed application, any supporting data and the application fee to the Engineering Services Department. Please make checks payable to: Nassau County Board of County Commissioners (Nassau County BOCC).

If, for any reason, you wish to withdraw the application, you must notify the Engineering Services Department, in writing, prior to the date of the DRC meeting. No refunds will be given.

**Persons with disabilities** requiring accommodations in order to participate at the public hearing should contact (904) 530-6225 at least twenty-four (24) hours in advance to request such accommodation.

The Engineering Services Department can be reached at 96161 Nassau Place, Yulee, FL 32097, and (904) 530-6225, Monday through Friday, 8:00am until 5:00pm.



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**APPLICATION FOR  
A VARIANCE**

**Official Use Only**  
Application #: \_\_\_\_\_  
Date Filed: \_\_\_\_\_

**1. Parcel Identification Number (18-digit number)**

02-1N-24-2180-1327-0000

**2. Driving Instructions:** From Callahan, head south on US 301 to Crawford Road, turn right onto Crawford Road and then turn right onto Woods Lane. The property is on the right hand side at the intersection of Cypress Lane.

**3. Name and Address of the Owner as shown in the public records of Nassau County:**

Florida Power & Light Company

700 Universe Blvd., Jupiter, FL 33408

(561) 694-3510

**Name and Address of the Applicant / Authorized Agent (if different than Owner):**

Michael P. Tibble, P.E., Mittauer & Associates, Inc.

580-1 Wells Road, Orange Park, Florida 32073

(904) 278-0030

**(PLEASE NOTE:** If applicant is not the owner, this application must be accompanied by completed *Owner's Authorization for Agent* form.)

**4. Variance Sought:**

To defer improvements to Woods Lane during construction and operation of the proposed water treatment plan until major improvements and paved access are constructed to the west.

**5. Variance Justification (requirements in the "Definition of Variance" on Instructions Page):**

The treatment plant is not a significant trip attractor (4-8 trips/day). Operation of the plant will require part-time oversight by the operator. Construction of a Nassau County local road may cost on the order of \$750,000, not including any property acquisition that may be necessary.

Future upgrades are a consideration, but construction and operation of the WTP will greatly define the future development. Deferring upgrades to Woods Lane will allow time to better understand the needs of the local community and the greater development.

Furthermore, development of Woods Lane may require property acquisition that will delay development of the WTP as under the current scenario they will be linked together.

**6. Supporting information which is considered by the Development Review Committee:**

- ☒ Detailed Site Plan  
☐ Copy of Recorded Deed  
☐ Any additional data

**7. Has any application been submitted within the last two (2) years for a Roadway and Drainage Variance of any portion of the subject property included in this application? No**

**If so, give details of such application and approval or denial decision.**

**8. Is this parcel subject to deed restrictions enforced by a homeowner's association? No**

**If so, please provide written HOA approval of work.**

*In filing this application for a Variance, the undersigned understands it becomes a part of the official records of the Development Review Committee and does hereby certify that all information contained herein is true to the best of his/her knowledge.*

Signature of Owner: \_\_\_\_\_  
Signature of Authorized Agent:  12/22/21  
(if different than Owner)  
Owner's mailing address: 700 Universe Blvd.  
Jupiter, FL 33408  
Telephone: (561) 694-3510  
Email: sam.forrest@fpl.com

**NOTE: If prepared or signed by an agent, a notarized *Owner's Authorization for Agent* form must be provided.**



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**CONSENT FOR INSPECTION**

I, Michael P. Tibble, the owner or authorized agent for the owner of the premises located at 34030 Woods Lane, Callahan, FL 32011 do hereby consent to the inspection of said premises by an employee of the Engineering Services Department, Nassau County, Florida, in conjunction with this application, without further notice.

Dated this 22 day of DECEMBER, 2021.

A handwritten signature in blue ink, appearing to read "Michael P. Tibble".

Signature of Owner or Authorized Agent

(904) 278-0030

Telephone Number

STATE OF FLORIDA:

COUNTY OF NASSAU:

The foregoing instrument was acknowledged before me the 22 day of December, 2021, by Michael P. Tibble who is personally known to me or who has produced \_\_\_\_\_ as identification.

A handwritten signature in blue ink, appearing to read "Elizabeth A. Brown".

Notary Public Signature

A handwritten signature in blue ink, appearing to read "Elizabeth A. Brown".

Name (typed or printed)

(Seal)



Elizabeth A. Brown  
NOTARY PUBLIC  
STATE OF FLORIDA  
Comm# GG345845  
Expires 7/30/2023

YULEE  
(904) 530-6225

FAX  
(904) 491-3611



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### Owner's Agent Authorization

Michael P. Tibble, P.E. is hereby authorized TO ACT ON BEHALF OF  
Florida Power & Light Company

\_\_\_\_\_, the owner(s) or agent(s) of the organizational ownership named below of the property described within the attached application, and as described in the attached deed or other proof of ownership as may be required, in applying to Nassau County, Florida, for an application related to a Development Permit or other action pursuant to a:

<input checked="" type="checkbox"/> Rezoning/Modification	<input type="checkbox"/> Special Use Permit
<input checked="" type="checkbox"/> Zoning Variance	<input checked="" type="checkbox"/> Non-Zoning Variance
<input type="checkbox"/> Appeal	<input type="checkbox"/> Overlay District Review
<input type="checkbox"/> Concurrency Application	<input type="checkbox"/> Other _____

and in making representations to Nassau County related to the application, I attest the application is made in good faith and that my information contained herein is accurate and complete to the best of my knowledge and belief. I further attest that I am the owner of subject property or otherwise duly authorized to act in that capacity.

BY: [Signature]  
Signature of Owner(s) / Agent  
\_\_\_\_\_  
Signature of Owner(s) / Agent

Sam Forrest  
Print Name(s)  
\_\_\_\_\_  
Print Name(s)

Address: 700 Universe Blvd.  
Juno Beach, Florida 33408  
\_\_\_\_\_

Florida Power & Light Company  
Name of Organization (If Applicable)

Telephone: (561) 694-3510

Fax: \_\_\_\_\_

Email: sam.forrest@fpl.com

State of: Florida  
County of: Palm Beach

Signed and sworn to before me on this 20 day of Dec., 2021

By Sam Forrest

Identification Presented: Personally Known

Oath taken: ☐ Yes ☒ No



Maritza Miranda-Wise  
Notary Signature

My commission expires: May 30, 2025

YULEE  
(904) 530-6225

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