

Nassau County Subdivision Plat Application

Property Information

Name of Proposed Subdivision/Plat - Stables at Cary Forest

Current Zoning - Open Rural (Attach Copy of Conditional Use Final Order, Variance Final Order, PUD Ordinance, if applicable)

Number of Acres - 29.64 Number of Lots - 17

Unit Types (if a mixture of unit types, provide number for each)- Single Family

Parcel Identification Number (PIN) - Portion of 09-1S-24-0000-0001-0020

Location or Address - 10878 Carroll Road

Property Owner

Name: CC Ford Investments, LLC

Address: P.O. Box 87, Callahan, FL 32011

Telephone #: 904-591-5607

E-Mail: JMColemanjr1@gmail.com

Agent

Name: Gregory E. Matovina

Address: 12443 San Jose Boulevard, Suite 504, Jacksonville, FL 32223

Telephone #: 904-993-2857

E-Mail: gmatovina@matovina.com

(Owner Authorization Required, Separate Sheet)

Brief Description of the Proposed Project

17 (One (1) Acre Minimum) Single Family Lots

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1. Attachments (this is a general list, other documents may be required, reference Chapter 29 Sections 4 and 5):

- a. Application
- b. Fees
- c. 8 sets of plats - 24"x36", folded into 9"x12"
- d. Digital submittal of all documents
- e. Home-Owners Association information and by-laws
- f. 2 Copies of the certified boundary survey

2. Applicant must address review criteria beginning on page 6. Responses attached/depicted. ☐

Signature of Owner: _____

Signature of Applicant: _____

Signature of Agent: Raymond S. Matovina

Address: 12443 San Jose Blvd., Ste 504, Jacksonville, FL 32223

Telephone: 904-993-2857

Email: gmatovina@matovina.com

NOTE: If prepared or signed by an agent, a notarized Agent Authorization Form must be provided.

If this application is part of a replat please see sheets 11 and 12 in addition to this application. This application shall be submitted with its companion application to Engineering Services to annul or vacate a partial or full plat. A public hearing is required for the partial or full abandonment and re-plat of a subdivision.

Note: Additional materials are required for the final plat, including but not limited to:

1. Re-Certification fees
2. School Concurrency Reservation Letter
3. Notice of Subdivision Form
4. Recordation fees
5. Title Opinion

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Checklist for Plat Review

Complete the following Checklist of required information, sign the Acknowledgment at the end of the Checklist and submit all documents with your application packet. If all of these items are not included or acknowledged as required, your application packet will not be accepted for processing.

Procedures for preliminary plat review are set forth in Chapter 29 of the Nassau County Code of Ordinances. **Eight (8) copies of the plat shall be submitted with the application and required fees.**

This Checklist, completed, and the following information shall be included on all Plats:

- ☒ Proof of ownership – must include a legal description and Property Identification Number (PIN). (Note: PIN is an 18-digit parcel number that is located on a tax receipt or may be obtained from the Property Appraiser's Office (904) 491-7300. This number must appear on all correspondence and drawings).
- ☒ A location map at a scale of not less than 1"=50' with grid North, property boundary, and features to adequately identify where plat is located (a USGD Quadrangle or Tax Map is acceptable).
- ☒ The boundary lines of the area being subdivided with the distance and bearings and the legal description of the property.
- ☒ The lines of all proposed streets with their widths and names. All street names must have the written approval of the Nassau County Property Appraiser, pursuant to Ordinance 2003-13, as amended.
- ☒ The outline of any portions of the property intended to be dedicated for public use, such as for schools, parks, etc.
- ☒ The lines of adjoining streets with their widths and names.
- ☒ All lot lines together with the identification system for all lots and blocks, the square foot area of each lot, and the net usable acreage (less jurisdictional areas). The lot number within a subdivision shall be assigned counter-clockwise from the northeast corner and shall follow in a logical numerical order within a particular block, unless assignment of a different numbering system would be more logical and better serve a public purpose as may be approved by the public works director.
- ☒ The location of all setback lines and easements provided for public use, service, utilities or drainage. The easements for water and sewer shall be included even if water and sewer service is not available (Comprehensive Plan Policy SEW.03.008)
- ☒ All dimensions both linear and angular for locating the boundaries of the subdivision, lots, streets, easements, and any other areas for public use or private use. Linear dimensions are to be given to the nearest one-one hundredth (1/100) of a foot. Closure shall be shown on the plat.
- ☒ The radii, arcs, chords, chord bearings, points of tangencies and central angles for curved streets and rounded block corners, per section 177.091, Florida Statutes.
- ☒ The location of all survey monuments, permanent points and azimuth marks with their descriptions.
- ☒ The name of the subdivision, the scale of the plat, points of the compass and the name of the owner and owners of the subdivision.
- ☒ Certification of a currently registered surveyor of the State of Florida as to the correct representation of the plat per section 177.061, Florida Statutes. (be sure to include seal).

- ☐ Private restrictions and trusteeships and their period of existence.

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- ☒ Acknowledgment of the owner and owners to the plat and restrictions, including dedication to public use of all streets and parks, alleys, easements, rights-of-way and public areas shown on such plat, the dedication of or granting of easements required, and a statement that all streets are paved and drained, or will be paved and drained, before any lots are sold.
- ☒ All flood hazard zones as established by the FEMA Flood Insurance Rate Maps.
- ☒ All wetland jurisdictional areas as required by Chapter 62-340 F.A.C., with applicable wording in notes, include who determined the wetland jurisdictional areas and by what authority they were determined, and the date of determination (for all lots less than five (5) acres).
- ☒ Present zoning district(s) in which the property is located.
- ☐ The location of permanent benchmarks which shall be provided at convenient points with elevations indicated. *TO BE DONE IN FUTURE*
- ☐ **Signature Blocks/Certifications to be shown on Plat:**
- ☒ Adoption/Dedication Clause – Owner and Mortgage, if applicable
 - ☒ Notary Public or other Officer authorized by law to take acknowledgments as to the Certification of the acknowledgments by the Owner and Mortgage, if applicable (*Note: be sure to include Notary Seal*).
 - ☒ County Health Certification of Approval
 - ☒ Director of Engineering Services Certification of Approval
 - ☒ Chief of the Fire Rescue Department Certification of Approval
 - ☒ County Planner Certification of Approval
 - ☒ Tax Collector Certification of Approval (*Note: Property Identification Number [PIN] must be placed in this Certification*)
 - ☒ County Attorney Certification of Approval
 - ☒ Chairman of the Board of County Commissioners Certification of Approval
 - ☒ Clerk of Court Certification of Approval and of Recording
 - ☒ Title opinion of an attorney at law licensed in Florida showing that record title to the land as described and shown on the plat is in the name of the person, persons, corporation, or entity executing the dedication and shall also show all mortgages not satisfied or releases of record or otherwise terminated by law.
 - ☐ Mortgage Company
- ☒ **Wetlands Statement:**
Subdivision plats with no jurisdictional wetlands on site shall include a statement that:
"There are no jurisdictional wetlands present on lands described in caption as determined by _____ (name of individual) _____ from _____ (name of firm) _____ on _____ (date) _____."
- ☐ **Wetlands Buffer Statement:**
If applicable, all plats shall include the following language; "Upland buffers shall be maintained in their natural vegetated condition. Native vegetation removed or destroyed within the upland buffer in violation of Nassau County Comprehensive Plan Policy shall be restored. These areas shall be replanted with comparable native vegetative species as were removed or destroyed. Noxious and non-native invasive plant materials can be removed. Dead vegetation can be removed. Limbing can occur within the buffers, provided that the limbs to be removed are less than three (3) inches in diameter." (Sec. 37.03(C) LDC)
- ☐ **Conservation Easement:**
Where the upland buffer is, or will be, subject to a conservation easement, the plat will identify such conservation easement and indicate it has that meaning prescribed by § 704.06, F.S. (Sec. 37.03(C) LDC)
- ☐ **Wildlife Assessment:**
All developments over 10 acres in size shall provide an environmental assessment (5.07.C.1.h).

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☐ **Wetland Buffer Table:**

If applicable, the wetland buffer shall be depicted on all site plans, development plans, plats and other documents submitted to authorize the review for development. A table demonstrating the provision of wetland buffers shall be included on all development plans. The format for such table shall be as follows: (see Sec 37.03 LDC for additional information)

Required Area at 25'(SF)	Provided Area (SF)	Provided Average Buffer
###	###	###

☒ **Hurricane Statement:**

Subdivision plats located within areas of potential storm surge inundation shall include a statement that: *"The area as depicted herein is subject to storm surge inundation during a Category (fill in 1, 2, 3, 4, or 5) hurricane."*

☐ **Construction of Roads and Driveways:**

Rural Subdivisions may not be subject to the paving requirement for the internal roads, but are subject to Article 11.2.4 of Ordinance No. 99-17, as amended. There shall be direct paved access to the connection with a county maintained road or street dedicated to public use which has been accepted for maintenance by the County of Florida Department of Transportation.

☐ **Land Development Code:**

The applicant shall be responsible for familiarizing themselves with all requirements of the Nassau County Land Development Code [especially Zoning regulations and Natural Resource Protection regulations (Article 37)]

☐ **Rights-of-Way Dedication Language:**

All alleys, easements, rights-of-way (_____), and public areas shown on this plat are dedicated to the public for the uses and purposes thereon stated and remains the maintenance obligation of the owner or responsible property owners' association. Nothing herein shall be construed as creating an obligation upon Nassau County to perform any act of construction or maintenance within such dedicated areas.

☐ **Review of the Comprehensive Plan:**

Please review the policies of the Nassau County Comprehensive Plan that may apply to your application. A *partial* listing of the most pertinent policies is included below:

- ☐ **Flood Plain Construction [Policy FL.02.01]** Development within the 100 year flood plain may develop as allowed by the underlying Future Land Use Map (FLUM) category unless otherwise restricted by the policies of this Comprehensive Plan and the County's Flood Plain Ordinance. Nassau County shall include controls in its Land Development Regulations based upon the latest version of the Flood Insurance Rate Maps promulgated by FEMA to establish the location of the 100-year floodplain and flood prone areas in Nassau County. The Land Development Code (LDC), shall require new construction in these areas to meet FEMA regulations. County policy will be to control development in flood prone areas to match FEMA requirements to qualify for Community Rating System.

- ☐ **Flood Plain Open Space Ratio [Policy FL.02.01(A)].** The required open space for residential land use located within a 100 year floodplain shall be 60% of the gross parcel.

- ☐ **Wetland Buffers [Policies CS.02.08, FL.04.01 Section 37.03 LDC].** minimum undisturbed natural vegetative upland buffer of twenty-five (25) feet shall be required and maintained between developed areas and contiguous (i.e., non-isolated) wetlands to protect the water quality of the wetlands. The twenty-five (25) feet shall be measured from the St. Johns River Water Management District or Florida Department of Environmental Protection wetland jurisdictional line. It is the objective of this requirement that a minimum twenty-five (25) foot upland buffer be established in all areas except for those circumstances where an averaging of the buffer width, because of an unavoidable buffer reduction, achieves a greater overall upland buffer width. In no instance shall the upland buffer be less than fifteen (15) feet, except for those areas adjacent to unavoidable wetland impacts such as road crossings.

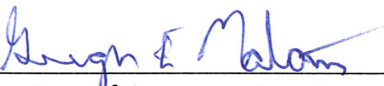
The buffering requirements stipulated above shall only apply to projects for which a permit is not required by the St. Johns River Water Management District (SJRWMD). Projects which do require such permitting shall reflect the buffers approved by SJRWMD upon submittal of development plans for county approval.

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- ☐ **Vegetated Oak Hammock and Dune Interface Areas (Policy CEV.01.02).** Vegetated area shall not be destroyed beyond 30' outside of the immediate building area. Any excavation in the primary or secondary dune system shall not reduce existing crest elevations below twenty-six feet(26') mean sea level.
- ☐ **Non-Residential Plat Language:**
For non-residential plats, language may be added to the plat that states the following "Further Subdivision of lots/ tracts as shown on the plat shall not be considered a Subdivision, nor require further platting or a replat of said lot/tract.

Checklist Acknowledgment

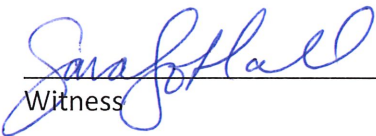
I acknowledge that I have received a copy of the Checklist and have read it and have had the opportunity to ask questions of staff. I, further, understand that my development is subject to the provisions of the adopted Nassau County Comprehensive Plan, as amended.



Signature of Owner or Agent

06/03/22

Date



Witness

Requirements for Preliminary Plat Approval

The approval of a Preliminary Plat by the Development Review Committee is limited to a period of twelve (12) months, after which time the sub divider is required to resubmit a new application with all appropriate fees and substantiating documents.

1. Approval of the Development Review Committee (including approved road names by 911 Addressing).
2. St. John's River Water Management District Permit, written Letter of Determination or Exemption from Permit. – If available ref. §125.022 F.S. (2016)
3. Applicant is to provide a copy of FDOT permit, when received, to the Development Services Planner to complete the file. ref. §125.022 F.S. (2016), when applicable
4. School Concurrence Reservation Letter or Exemption per Section 9.13 of the Interlocal Agreement.
5. Park/Recreation requirements addressed as required (if applicable).
6. Water/waste water utility provider proof of submittal and review statement (development's utilizing public water and sewer)

Requirements for Final Plat Approval

For recording purposes only, by the Board of County Commissioners.

1. Approved Preliminary Plat
2. Re-Certification of Plat (Re-Certification will be done by an independent surveyor through Nassau County).
 - a. Two (2) sets of Plat
 - b. Two (2) copies of the Boundary Survey
 - c. Re-Certification fees based on surveyor cost per plat page – check made payable to Nassau County Board of County Commissioners
3. An Title Certificate supplied to the Development Review Coordinator for submittal to the Count Attorney for review and approval. This Certificate shall be prepared within thirty (30) days of the scheduled Nassau County Board of County Commissioners meeting where plat approval will be heard for recording purposes only.
4. The original Mylar of the proposed Plat, signed and certified by the owner/owners and surveyor, must be submitted to the Department of Planning and Economic Opportunity thirty (30) days prior to the Nassau County Board of County Commissioners meeting where the plat will be heard for recording purposes only.
5. Completed Notice of Subdivision form.
6. Nassau County Clerk of Courts recording fees, submitted to the Development Services Planner– check made payable to Nassau County Clerk of Courts.
7. Computer Media/GIS data – Digital rendering of the plat in PDF form and in State Plane Coordinates. See below.

CONSENT FOR WAIVER

I, Gregory E. Matovina, the owner or authorized agent for the owner of the plat of the subdivision named Stables at Cary Forest do hereby consent to the waiver of a quasi judicial hearing of said plat or re-plat to the Board of County Commission, Nassau County, Florida, without further notice.

Dated this 3rd day of June, 2022.

Gregory E. Matovina
Signature of Owner or Authorized Agent

904-993-2857
Telephone Number

STATE OF FLORIDA:

COUNTY OF NASSAU:

The foregoing instrument was acknowledged before me the 6th day of June, 2022, by Gregory E. Matovina who is personally known to me or who has produced _____ as identification.

Sara Jo Hall
Notary Public Signature

SARA JO HALL
Name (typed or printed)
(Seal)



SARA JO HALL
Commission # HH 122989
Expires August 27, 2025
Bonded Thru Budget Notary Services

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OWNERS AUTHORIZATION FOR AGENT

Gregory E. Matovina _____ is hereby authorized TO ACT ON BEHALF OF

CC Ford Investments, LLC _____, the owner(s) of those lands described within the attached application, and as described in the attached deed or other such proof of ownership as may be required, in applying to Nassau County, Florida, for an application related to Development Permit or other action pursuant to a:

- | | |
|--|--|
| <input type="checkbox"/> Rezoning/Modification | <input type="checkbox"/> Conditional Use |
| <input type="checkbox"/> Variance | <input type="checkbox"/> Preliminary Binding Site Plan |
| <input type="checkbox"/> Appeal | <input type="checkbox"/> Final Engineering Plan |
| <input type="checkbox"/> Concurrency | <input checked="" type="checkbox"/> Plat/Rural Subdivision |

BY:

James M Coleman Jr
Signature of Owner

James M Coleman Jr
Print Name

Signature of Owner

Print Name

904-591-5607

Telephone Number

JmColemanJr1@gmail.com
Email Address

State of Florida

County of Nassau

Signed and sworn before me on this 3rd day of June, 2022.
By J.M. Coleman Jr.

Identification verified: Driver's License

Oath sworn: _____ Yes _____ No

Notary Signature

Robin G. Johnson

My Commission expires: _____



ROBIN G. JOHNSON
Commission # GG 308317
Expires March 6, 2023
Bonded Thru Budget Notary Services