



Nassau County Department of Planning &
Economic Opportunity

96161 Nassau Place
Yulee, Florida 32097

Taco E. Pope, AICP
Director

APPLICATION AND INSTRUCTIONS FOR REZONING

NOTICE: Florida Statutes and the Courts of Florida require that all Rezoning applications be heard as a Quasi-Judicial hearing, procedures attached.

1. The Planning and Zoning Board and the Board of County Commissioners will conduct a public hearing for this application.
2. The procedure will require:
 - A. That the public notice of this application be mailed to adjacent property owners, a legal advertisement published in the newspaper and a sign posted on the property.
 - B. To be sworn in to present testimony;
 - C. To be allowed witnesses and the right to present evidence into the record;
 - D. To have the right to cross-examine witnesses opposed to the application and to be cross-examined by those opposed; and,
 - E. That the testimony and evidence address the criteria defined in the Land Development Code that is applicable to the rezoning of real property.
3. The Department of Planning & Economic Opportunity will prepare a staff report for the Planning and Zoning Board and for the applicant.
4. If you have any questions about procedures or the criteria, please consult with the Department of Planning & Economic Opportunity prior to the Planning and Zoning Board meeting.

INSTRUCTION FOR APPLYING FOR A REZONING

It is essential that all the information provided is accurate. Incorrect information can delay or nullify the application process. Use the Department of Planning & Economic Opportunity forms that are available for download at www.nassaucountyfl.com under Departments, Planning & Economic Opportunity, Downloadable Application forms. Please attach additional sheets as needed, using 8½" x 11" size paper, typed or printed legibly and identifying each question on the application.

- 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.
- The legal description of the subject property is shown on the deed and the survey. If the property is in a recorded subdivision, use the lot and block number. If the property is not in a recorded subdivision, use the metes and bounds description as shown on the deed or survey. A reference to the section, township, range, or deed book will not be sufficient. **A .txt file of the metes and bounds description of the boundaries of the property is required.**
- Fill in the street location by indicating the property location by side (north, south, east or west) of the street and the nearest intersecting streets (for example: west side of Amelia Road, between Magnolia Street and Amelia Lane). If a street address has been assigned to this property, include such number. If it is impractical to describe the street location by intersecting streets, indicate the approximate distance to the nearest intersecting street (for example: west side of Blackrock Road, CR 107, 1/2 mile north of A1A).
- Provide the name and address of the property owners. The owner's name should agree with the recorded deed.
- Provide the current zoning district classification of the subject property. The official zoning map is available at www.nassauflpa.com under *Map Layers*.
- Provide the proposed zoning district classification of the subject property. It is suggested that you discuss the proposed use with the Department of Planning & Economic Opportunity to be sure that the zoning classification requested will permit the type of use desired. Although the Department of Planning & Economic Opportunity will provide assistance, the zoning district requested in the application is entirely up to the applicant. Failure to request the proper district will not be the responsibility of Nassau County. If you find later that the district applied for does not suit your needs, you will not be allowed to change the application after due public notice has been posted.
- Identify the current Future Land Use Map designation for the subject property. The Future Land Use Map is available at www.nassauflpa.com under *Map Layers*.
- Indicate the current use of the property and any improvements thereon. For example: "land is improved with one story frame dwelling which is unoccupied"; or, "land is improved with two story masonry building used as grocery on the first floor and apartment on second", etc.
- The Planning and Zoning Board and the Board of County Commissioners will base their recommendation and decision upon the facts in evidence. It is essential that the applicant provide as much accurate information as possible when answering each question.
- An updated survey of the subject property sought to be rezoned is required. The survey must be prepared by a professional surveyor licensed in the State of Florida.
- A Preliminary Development Plan according to Article 25 of the Land Development Code is required for Planned Unit Developments (PUDs).

- The non-refundable application fee for a Rezoning is required at the time of application. To confirm the fees, including postage based on the number of property owners within 300 feet, please contact the Department of Planning and Economic Opportunity at (904) 530-6300. Return the completed application, any supporting data and the application fee to the Department of Planning & Economic Opportunity. Please make checks payable to: Nassau County Board of County Commissioners (Nassau County BOCC). **The applicant is responsible for the legal advertisement payment and must be made directly with the newspaper.**

Nassau County requires **due public notice** which includes a legal advertisement published in an approved newspaper of general circulation not less than fifteen (15) days in advance of the public hearing, a sign posted in a conspicuous place on or around the subject property and a public notice mailed to all property owners within 300 feet of the periphery of the subject property. The Department of Planning & Economic Opportunity will prepare the legal advertisement, the public notice and the sign. If the signs are destroyed or rendered illegible, notify the Department of Planning & Economic Opportunity immediately so that a replacement can be erected. **The applicant is responsible for delivering the original Proof of Publication from the newspaper to the Department of Planning & Economic Opportunity. The public hearing cannot be held unless Proof of Publication is received by the Department of Planning & Economic Opportunity before the public hearing.**

The applicant is not required to obtain the signatures or approval of the adjoining property owners. If you choose to present a petition of adjoining property owners favoring your application, attach a legibly printed or typed list of the names and addresses submitted on the petition.

The Department of Planning & Economic Opportunity will make every effort to place your application on the agenda for the Planning and Zoning Board's public hearing within thirty (30) days and for the Board of County Commissioners within thirty (30) days subsequent to a recommendation being made by the Planning and Zoning Board. However, the County reserves the right to allow for sixty (60) days before an application appears before the Planning and Zoning Board, and an additional sixty (60) days before an application appears before the Board of County Commissioners for final approval due to the number of agenda items for any particular public hearing, the complexity and legal review of those applications and allowing sufficient time for citizens, County officials and staff to discuss applications of public importance.

If, for any reason, you wish to withdraw the application, you must notify the Department of Planning & Economic Opportunity, in writing, prior to the date of the public hearing. No refunds.

Persons with disabilities requiring accommodations in order to participate at the public hearing should contact (904) 530-6300 at least twenty-four (24) hours in advance to request such accommodation.

The public is invited to be present and be heard. If a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose may need to ensure that a verbatim record of the proceedings is made.

The Department of Planning & Economic Opportunity can be reached at 96161 Nassau Place, Yulee, FL 32097, and (904) 530-6300, Monday through Friday, 8:00am until 5:00pm.



APPLICATION FOR REZONING

Official Use Only

Zoning District: _____
FLUM Designation: _____
Commission District: _____
Application #: _____
Date Filed: _____

4 2 2 N 2 7 0 0 0 0 0 0 3 0 0 0 6 0

Parcel Identification Number (18 digit number)

Driving Instructions: From I-95 S, merge on to SR 200/A1A south for .8 miles to right on William Burgess Blvd for 2.8 miles to immediate east of William Burgess and Harts Rd
Parcels located on north and south side of the road

1. Legal Description: Lot _____ Block _____ Subdivision _____
Plat Book _____ Page _____
(Please attach a legal description if not located in a subdivision)

2. Location: On the ~~XX~~ North & South side of William Burgess Boulevard
(north, south, east, west) (street)
between Harts Road and US-17
(street) (street)
Nearest identifiable landmark (for example: Walmart or I-95) US-17

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

Beacon Street, LLC
960194 Gateway Boulevard
Fernandina Beach, FL

Name and Address of the Applicant / Authorized Agent:

Gregory E. Matovina, President, Matovina & Company
2955 Hartley Road, Suite 108
Jacksonville FL 32257

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

4. Current Zoning District: Industrial Warehouse
5. Proposed Zoning District: PUD
6. Future Land Use Map Designation: Industrial and Conservation 1
7. Acreage: 196.790

8. Property Use (list any improvements on the site or uses):

N/A

9. Rezoning Review Criteria:

(Please attach a response to the following as Exhibit "A" [using 8½" x 11" size paper] with the answers typed or printed legibly and identifying the question on the application.)

- a. Explain how the proposed change relates to the established land use pattern.
- b. Identify isolated district(s) that would be created by the proposed change.
- c. Explain how the proposed change would impact public facilities such as schools, utilities, streets and traffic.
- d. Describe the existing and proposed conditions for the subject property and surrounding properties.
- e. Identify Comprehensive Plan policies that support the proposed change, especially long range land use plans.
- f. Explain how changed or changing conditions make the approval of this proposed rezoning desirable.
- g. Explain how the proposed change will not adversely affect living conditions in the adjacent neighborhoods.
- h. State that the proposed change will comply with all Federal, State and local drainage requirements.
- i. Explain how the proposed change will encourage the improvement or development of adjacent property in accordance with existing regulations.
- j. Explain why the property cannot be used with existing zoning.
- k. Describe the scale of the proposed project according to the needs of the neighborhood and the needs of Nassau County.
- l. Are there other sites in this general location with similar zoning?

10. Supporting data to be considered by the Planning and Zoning Board:

☒ Environmental Assessment including wetlands, threatened or endangered species, tree canopy and other significant environmental features. (Exhibit "B")

☒ Any additional data Exhibit "E" - Vicinity Map, Exhibit "F" - Topographic Data Map, Exhibit "G" - Adjacent zoning map

For Planned Unit Developments Only:

☒ Preliminary Development Plan (Exhibit "C")

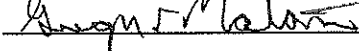
☒ Project Description (Exhibit "D")

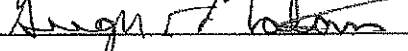
11. Has an application for Rezoning for any portion of the subject property been submitted to Nassau County within the last twelve months? _____

12. Is the subject property subject to a recorded Declaration of Covenants and Restrictions? If yes, please provide the association name and O.R. book and page number.

In filing this application for a Rezoning, the undersigned understands it becomes a part of the official records of the Planning and Zoning Board and does hereby certify that all information contained herein is true to the best of his/her knowledge.

Signature of Owner: Owner's Authorization for Agent Provided

Signature of Applicant: 
(If different than Owner)

Signature of Agent: 
(If different than Owner)

Owner's mailing address: Beacon Street, LLC
960194 Gateway Boulevard, Suite 104
Fernandina Beach, FL

Telephone: 904-993-2857

Email: gmatovina@matovina.com

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

Newspaper for legal advertisement (OFFICIAL USE ONLY):

Fernandina Beach News Leader: _____

Nassau County Record: _____

CONSENT FOR INSPECTION

I, Gregory E. Matovina, ~~the owner~~ or authorized agent for the owner of the premises located at on the N & S sides at the intersection of William Burgess Blvd and Harts Rd hereby consent to the inspection of said premises and the posting of public notice by an employee of the Department of Planning & Economic Opportunity, Nassau County, Florida, in conjunction with application for PUD zoning, without further notice.


Dated this 13th day of October, 2017.


Signature of Owner or Authorized Agent

904-292-0778
Telephone Number

STATE OF FLORIDA:
COUNTY OF NASSAU:

The foregoing instrument was acknowledged before me the 13th day of October, 2017, by Gregory E. Matovina who is personally known to me or who has produced _____ as identification.


Notary Public Signature

Name (typed or printed)



OWNER'S AUTHORIZATION FOR AGENT

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

Beacon Street, 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 pursuant to a:

X Rezoning/Modification
☐ Variance
☐ Plat

☐ Conditional Use
☐ Preliminary Binding Site Plan

BY:

Stephen D. Sjuggerud
Signature of Owner

Stephen D. Sjuggerud
Print Name

Signature of Owner

Print Name

904-556-7785
Telephone Number

State of Florida
County of NASSAU

Signed and sworn before me on this 16th day of October, 20 17.
By Stephen David Sjuggerud

Identification verified: DRIVER License
Oath sworn: ✓ Yes No

Rosemarie T. Evatt
Notary Signature

My Commission expires: 04-28-2021

