



Nassau County Department of Planning and Economic Opportunity

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Taco E. Pope, AICP
Director

MEMORANDUM

Date: December 2, 2016

To: Ted Selby, County Manager
Shanea Jones, Asst. County Manager

From: Taco E. Pope, PEO Director

Subject: 2015/2016 Accomplishment - 2016/2017 Goals

The below outlines some of the more prominent accomplishments of the DPEO from fy15/16 and the Department's goals for fy16/17. Some of our goals are admittedly aggressive. However, this aggressive approach provides an opportunity for my staff to be challenged, to grow and to ultimately excel beyond expectation.

Accomplishments 15/16:

1. Amended the 2030 Comprehensive Plan to reflect the adoption of the County's Mobility Plan; update standards for the affordable housing density bonus; update policies regarding coordination of transportation planning activities; update Future Transportation Map series based on North Florida TPO's 2040 Long-Range Transportation Plan.
2. In partnership with landowner Rayonier, developed the second Detailed Specific Area Plan (DSAP) for 1,875 residential units and 90,000sf of non-residential uses within the ENCPA Sector Plan (Chester Road). Scheduled for adoption January 2017.
3. Updated County website to create a webpage dedicated to the ENCPA Sector Plan. The webpage includes all documents related to the ENCPA Sector Plan and includes DSAPs and Preliminary Development Plans under review.
4. Updated County website to include all adopted materials of the 2030 Comprehensive Plan, including all adopted maps.
5. Revisions to Land Development Code:
 - Add Lawn or Landscape Maintenance Service to permitted uses in CN zoning district; add supplementary use regulations for lawn or landscape maintenance service ;add definition of lawn or landscape maintenance service
 - Repeal of APF Ordinance (Article 2 of Land Development Code)
 - Amendments to Sec. 5.07 of the Land Development Code to streamline the development review process.

6. In collaboration with our design consultant and NC Engineering Services, completed the 33% draft plans for the Simmons Road Trail. (Nassau County Public Works and Planning & Economic Opportunity will be holding a community meeting in January 2017)
7. Processed, reviewed and managed the Development Review Committee through forty-five(45) individual Site Engineering Plan applications totaling 126 rounds of review; Twenty-three(23) applications for preliminary plat(subdivision) review totaling 70+/- rounds of review; Eight(8) final plats.
8. In collaboration with the NFTPO and City of Fernandina Beach, completed the Amelia Island Bicycle and Pedestrian Study.
9. In conjunction with the NFTPO, City of Fernandina Beach and Council on Aging, completed the Nassau County Transit Study(Received the 2015 Outstanding Public Study Award from the Florida Planning and Zoning Association).
10. Reviewed and processed 766 individual building permit applications, seven(7) conditional use applications, two(2) comprehensive plan amendments, four(4) rezonings and one(1) variance.
11. Using ESRI's Geographic Information System(GIS), executed the East Nassau Residential Development Tracking project. The analysis outlines active and potential residential developments between the Amelia River(ICW) and the Three Rivers DRI just west of I-95. The analysis included the comparison of entitled vs built dwelling units in each active development. The analysis also provided information related to the number of permits issued, population expansion, and median home price.
12. DPEO staff served as the Shelter Coordination Team under the Operations Chief and Scribe to Logistics Chief during Hurricane Matthew.
13. Formed and facilitated, at the direction of the Planning and Zoning Board, the Amelia Island Tree Protection Working Group to analyze existing tree protection regulations on Amelia Island and bring back recommendations to the full Board to consider.
14. Served as project manager for the adoption of the 2016 Comprehensive Impact Fee Study and subsequent enacting Ordinance.
15. Submitted the official application for acceptance into FEMA's National Flood Insurance Program Community Rating System. The application and creation of back-up data and analysis took nine(9) months to complete and included, among other things, the following in-house spatial analysis using GIS software:
 - Repetitive flood losses within Nassau County. Delineated areas of repetitive flood loss with the aid of Geographic Information Systems (GIS). Crafted and mailed public outreach letter for citizens residing in these areas. The outreach letter outlined flood preparation, protection, and flood insurance information.
 - Digitized in-house FIRM data showing Special Flood Hazard Areas (SFHA) in relation to residential properties.
 - Digitized, in-house, FIRM data showing SFHA overlaid on aerial photograph.
 - Digitized, in-house, FIRM data showing SFHA coupled with Base Flood Elevations.
 - Digitized, in-house, FIRM data showing all SFHA zones within Nassau County.

- Digitized, in-house, data showing topography/elevation contour lines.
- Digitized, in-house, data showing Current, Past, and Preliminary floodplain data.
- Digitized, in-house, data showing 2 Repetitive Loss Areas within Nassau County.
- Digitized, in-house, data showing Nassau County Coastal Construction lines with great detail.

Goals 16/17:

1. In collaboration with County staff, update the Nassau County Mobility Plan and correlating Mobility Fee Ordinance.
2. Evaluation and appraisal of the 2030 Comprehensive Plan to ensure compliance with all State statutory requirements (letter to DEO due October 1, 2017). Update background data & analysis for 2030 Comprehensive Plan, including all maps. Make amendments and updates to the Comprehensive Plan as determined by the Planning & Zoning Board. (Modify the Comp Plan so we have the flexibility to update the Land Development Code)
3. Create a Mixed-use land use category in the Comprehensive Plan and correlating standards for compact communities in the Land Development Code.
4. Building off the City of Fernandina Beach's recent 8th Street Small Area Plan, commence the process to create an 8th Street Small Area Plan for the segment of 8th Street located in the unincorporated area of Amelia Island.
5. Continue to coordinate with Rayonier (Raydient) to finalize the Chester Road DSAP in the first quarter of 2017.
6. Continue to work with the Amelia Island Tree Protection Working Group to create new tree protection and replacement standards for the unincorporated areas of Amelia Island. Create new parking standards and site-design flexibilities to allow for effective tree preservation. Provide consistency between Nassau County and City of Fernandina Beach regulations.
7. Similar to the webpage created for the ENCPA, create individual webpages for Transportation Planning, Coastal Management, Development Services, and the NFIP-CRS Program. This will provide greater visibility and access to information for the public and elected officials.
8. Revise Article 27 of the LDC (PD-ENCPA zoning district) to enhance speed and certainty for procedures for development approval within the East Nassau Community Planning Area (ENCPA) Sector Plan.
9. Create simple and easy to understand development manuals for the ENCPA and Crawford Diamond. Create simple bubble diagrams and flow charts outlining the various development review processes outside the ENCPA and Crawford Diamond.
10. Continue to work towards revisions to subdivision and development review regulations to allow alternate standards for minor or rural development.
11. Create regulations providing for family subdivisions and amend the Open Rural zoning district as necessary.
12. Revise County Sign regulations to comply with the decision of the Reed vs Gilbert case.

13. In conjunction with the County Attorney's office, propose legislation governing the location of Medical Marijuana Dispensaries.
14. Pursue a Transportations Alternative Program grant through the NFTPO to replace the sidewalk along Citrona Ave in front of FBMS/FBHS.
15. In collaboration with the County's design consultant and Public Works Department, complete the design of the Simmons Road Trail and prepare for construction in fy17/18.
16. Continue to coordinate with the land owners of the Three Rivers DRI in relation to the siting of a new public school, public community park, public regional park, public boat ramp and trail system.
17. Update the East Nassau Residential Development Tracking project.
18. Provided the County is accepted into FEMA's NFIP-CRS program, the DPEO is required to recertify the County's eligibility annually and also strive for a higher classification. At each higher classification the citizens of Nassau County will receive a greater discount on their flood insurance premiums.
19. In conjunction with the City of Fernandina Beach, apply to the League of American Bicyclist to designate Amelia Island, as a whole, a Bicycle Friendly Community.
20. Update all application forms related to activities implemented by the PEO and ensure all forms are available online.
21. Coordinate with the City of Fernandina Beach to create a unified Beach Lighting Program.
22. Collaborate with the City of Fernandina Beach to implement the Loggerhead Marine Life Center's Project Shield at a Level 2.
23. Create a PEO Organizational Booklet providing for general information, prominent goals and accomplishments, defining departmental divisions and roles, providing an organizational chart, providing for Staff bios and contact information, providing for a mission statement and other similar items.