



Baker County Community Development

Building - Planning - Zoning - Code Enforcement

360 East Shuey Avenue
Macclenny, FL 32063

Office (904) 259-3354
Fax (904)259-5057

APPLICATION FOR SUBDIVISION DEVELOPMENT REVIEW – PRELIMINARY & FINAL DEVELOPMENT PLAN

Application #2017-0010

Date of Application 5/3/17

PROPERTY OWNER(S)	Name(s):	RHODEN, THOMAS & ET AL		
	Mailing Address:	515 S. 6 TH St.		
	City: Macclenny	State: FL	Zip: 32063	
	Telephone Number: (904)259-6431	Fax #:		
	E-mail Address:	brandivolz@rhodenrealestate.com		

APPLICANT/AGENT	Name(s):			
	Mailing Address:			
	City:	State:	Zip:	
	Telephone Number:	Fax #:		
	E-mail Address:			

PROPERTY DESCRIPTION	Property Address:	TBD CR 125 North Glen St. Mary, FL 32040
	Property Location (briefly describe, do not use "see attached legal description"):	Property borders CR 125 N on the northeast side, approximately 3.75 miles North of US 90
	Acreage:	9.06 acres
	Parcel # (tax ID #) (list for all parcels):	Part of: 14-2S-21-0000-0000-0070 & 14-2S-21-0000-0000-0010
	BCC District #:	4
	Current Land Use District(s):	RCMH 1 & RC 1
	Current Zoning Classification(s):	RES D

OFFICIAL USE ONLY

PLANNING DIRECTOR: _____

APPROVED _____

* APPROVED WITH CONDITIONS _____

DENIED _____

Signature of Director _____

Date of action: _____

*Approved with conditions, see attached.

I. SUBDIVISION INFORMATION

A. Development Type

The proposed subdivision is a (check all that apply):

Minor Development: A residential subdivision of less than ten lots, with direct access onto a county-maintained road and where no improvements are to be constructed.

The developer of a proposed Minor Development may choose to submit the preliminary development plan and final plat simultaneously.

Minor Developments are also exempt from the submission of a Master Plan.

Major Development

Phased Development: A Master Plan for the entire development site must be approved for a Major Development that is to be developed in phases. The Master Plan shall be submitted simultaneously with an application for review of the Preliminary Development Plan for the first phase of the development and must be approved as a condition of approval of the Preliminary Development Plan for the first phase. A Preliminary and Final Development Plan must be approved for each phase of the development under the procedures for development review prescribed above.

B.

Proposed development name:

Hill Top

Describe the nature of the proposed subdivision:

1 acre lots w/ shared driveway access on CR 125 North

II. REQUIRED ATTACHMENTS:

A. All applications:

Legal Description: An accurate legal description of the specific property being reviewed for development. The legal description may be either lot and block or metes and bounds. A copy of the legal description must be provided in both digital (MS Word) and print format.

Property Ownership Affidavit: Notarized letter(s) of the property owner's consent to develop the subject property(ies).

Copy of property owner's recorded Warranty Deed.

n/a Agent Authorization (if applicable): Notarized letter(s) designating an agent to act on behalf of the property owner(s).

Boundary survey of the site.

Application fee(s) and other fees, as required.

Other supporting data required by staff: n/a

B. Preliminary & Final Development Plan (submitted as one)

Unless a format is specifically called for, the information required may be presented textually, graphically, or on a map, plan aerial photograph, or by other means, whichever most clearly conveys the required information. It is the responsibility of the Developer to submit the information in a form that allows ready determination of whether the requirements of this code have been met.

General Requirements

- _____ All plans are drawn to a scale of one inch equals 100 feet (unless different scale approved by Planning Director).
- _____ Maximum sheet size shall not exceed 24 inches in height by 36 inches in width.
- _____ The front cover sheet of each preliminary development plan shall include:
 - _____ Name, business address, and telephone number of those individuals responsible for the preparation of the drawing(s).
 - _____ Each sheet shall contain a title block with the name of the development stated a graphic scale, a north arrow, and date.
 - _____ The plan shall show the boundaries of the property with a metes and bounds description reference to section, township and range, tied to a section or quarter-section or subdivision name and lot number(s).
 - _____ The area of the property shown in square feet and acres.
 - _____ Ten (10) copies of the submittal shall be required.

Existing Conditions

- _____ The location of existing property or right-of-way lines both for private and public property, streets, railroads, buildings, transmission lines, sewers, bridges, culverts, drain pipes, water mains, fire hydrants, underground and overhead utilities and any public or private easement.
- _____ Any land rendered unusable for development purposes by deed restrictions or other legally enforceable limitations.
- _____ All water courses, water bodies, floodplains, wetlands, important natural features and wildlife areas, soil types and vegetative cover.
- _____ The approximate location of Environmentally Sensitive Zones and Restricted Development Zones and Historic Sites.
- _____ Existing Future Land Use Map (FLUM) district of the Comprehensive Plan and zoning classification of the parcel.
- _____ A depiction of the abutting property within 400 feet of the proposal, not including right-of-way in the measurement, showing land uses and locations of principal structures and major landscape features.
- _____ Location of proposed development in relation to any established urban services.

III. APPLICATION CERTIFICATION

I, hereby, certify that I am the owner (or the authorized agent of the owner(s)) of the property described herein, that all answers to the questions in this application and all information contained in the material attached to and made a part of this application, are accurate and true to the best of my knowledge and belief.

Signature of Owner(s) (or Applicant/Agent
if Agent Authorization form attached)

(Date)

NOTES:

- Applications cannot be processed until all fees are paid.
- Application fees and other required fees will not be refunded if an application is denied by the Planning & Zoning Department.
- The Preliminary Development Order will expire if a Final Plat is not submitted to the Planning & Zoning Department within six months

Subdivision

_____ Proposed number, minimum area, and location of lots.

_____ All lots shall be numbered either by progressive numbers or, if in block, progressively numbered or lettered, except that block in numbered additions bearing the same name may be numbered consecutively throughout several additions.

_____ All interior excluded parcels shall be clearly indicated and labeled "Not part of this plat/development."

_____ All man-made lakes, ponds, and other man-made bodies of water excluding retention-detention areas shown on the final development plan shall be made a part of adjacent private lot(s) as shown on the final plat. The ownership of these bodies of water shall not be dedicated to the public unless approved by the County.

_____ Where the development includes private streets, ownership and maintenance association documents shall be submitted with the final development plan and the dedication contained on the development plan shall clearly indicate the roads and maintenance responsibility to the association without recourse to the County or any other public agency.

Permits

Prior to approval of a Final Development Order, the Developer must obtain and submit to the Planning Department copies of the following permits or show exemption there from:

- _____ Water Management Permit
- _____ Dredge and Fill Permit, if applicable
- _____ FWCC Permit for Wildlife

II. Final Plat

After receiving the Final Development Order, the Developer shall submit a Final Plat to the Board of Commissioners for approval.

All Final Development Plans submitted for final review shall display the following required information and attachments:

Final Plat

_____ Six (6) blue-line copies of the Final Plat, conforming to the development plans.

_____ The Final Plat conforms to the requirements of Chapter 177, Florida Statutes.

Certifications

The following certifications shall appear on Sheet #1 of the Final Plat, prior to approval by the Board of Commissioners.

- _____ A certificate and seal of a registered surveyor
- _____ Certificate of approval of reviewing County-registered professional surveyor/mapper
- _____ Certificate of approval and seal of the County Engineer
- _____ Certificate of approval and seal of the County Health Department

_____ Certificate of approval of Planning & Zoning Director

_____ County Attorney's Signature

Title Opinion

_____ A title opinion of an attorney-at-law licensed in Florida or a certification of an abstractor or a title company showing that apparent record title to the land as described and shown on the plat is in the name of the person, persons or corporation executing the dedication, is any, as it is shown on the Final Plat. The title opinion shall also show all mortgages not satisfied or released on record.

_____ The Developer shall include on the first sheet of the plat a joinder and consent by all such mortgage holders. No Final Plat shall be recorded unless all mortgages have been released or a joinder and consent executed.

Homeowner's Association Provisions, if applicable

_____ The Developer has established a homeowners' association to be responsible for the ownership and maintenance of facilities and/or improvements which are not proposed for dedication to the County.

_____ Homeowners' association documents have been reviewed and approved by the County Attorney.

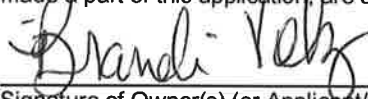
Original Final Plat for Recording

_____ The Developer has submitted the original Final Plat on Mylar material for recording.

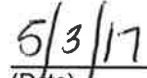
_____ The Final Plat offered for recording conforms to the requirements of Chapter 177, Florida Statutes.

IV. APPLICATION CERTIFICATION

I, hereby, certify that I am the owner (or the authorized agent of the owner(s)) of the property described herein, that all answers to the questions in this application and all information contained in the material attached to and made a part of this application, are accurate and true to the best of my knowledge and belief.



Signature of Owner(s) (or Applicant/Agent
if Agent Authorization form attached)



(Date)

NOTES:

- Applications cannot be processed until all fees are paid.
- Application fees and other required fees will not be refunded if an application is denied by the Planning and Zoning Department, Local Planning Agency and/or Board of Commissioners.
- Owner/applicant is responsible for all legal advertisement fees for required advertising, in addition to application fees and other applicable fees.
- Pursuant to § 286.0105 of Florida Statutes, if a person decides to appeal any decision made by the Local Planning Agency or County Commission, with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. According to the Americans with Disabilities Act, persons needing a special accommodation or an interpreter to participate in a public hearing should contact the Administration Department at (904) 259-3613, at least 48 hours prior to the time of the hearing.

PROPERTY OWNERSHIP AFFIDAVIT

Date: 5/3/17

Baker County
Planning and Zoning Department
360 E Shuey Avenue
Macclenny, FL 32063

PROPERTY DESCRIPTION:

Parcel ID: part of - 14-25-21-x-x-0070 Lot #: n/a
14-25-21-x-x-0010

Street Address: TBD N CR 175 GSM, FL

I, BRANDI VOLZ _____
Property Owner (Please Print) Property Owner (Please Print)

hereby certify that I am the owner of the above referenced property also described in the attached legal description in connection with filing application(s) for S/D submitted to the Baker County Planning and Zoning Department.

Brandi Volz _____
(Owner Signature) (Owner Signature)

STATE OF FLORIDA
COUNTY OF Baker

The foregoing affidavit was sworn and subscribed before me this 3 day of May, 2017, by Brandi Volz who is personally known to me or has produced _____ as identification.

Barbara Thrift
(Notary Signature)



Baker County Planning and Zoning Department
360 East Shuey Avenue
Macclenny, FL 32063
904-259-3354
904-259-5057 Fax

Development Review – Final Development Plan & Plat
(Subdivisions)

Preliminary Review Fee

Preliminary Development Plan	\$150.00
County Engineer (3 hour minimum @ \$90 per hour)	<u>\$270.00</u>
Total	\$420.00

Paid By Cash: _____ Check#: 1920 Date: 5/3/17 Receipt# 12351

Final Development Plan & Plat

Final Review	\$450.00
Acreage Fee (\$20 per acre) <u>9.06</u> x \$20.00 =	\$181.20
County Attorney	\$250.00 Plat
County Engineer (3 hour minimum @ \$90 per hour)	\$270.00
State Certified Surveyor	\$250.00
Total Due	\$1401.20

Paid By Cash: _____ Check#: 1920 Date: 5/3/17 Receipt# 12351

Subdivision Name: **Hill Top**

PERMITS WILL NOT BE ISSUED UNTIL ALL FEES ARE PAID

TECHNICAL FEES FOR THE FOLLOWING BUT NOT LIMITED TO THEM MAY HAVE EXTRA CHARGES.

- **Attorney Option**
- **State Surveyor Opinion**
- **Engineer Opinion**
- **Assistance from Northeast Regional Council**

