



LAND CONSERVATION COMMITTEE

October 21, 2025

6:00 PM

Administration Building,
4th Floor, BCC Meeting Room, 477 Houston Street,
Green Cove Springs, FL 32043

Call to Order

Approval of Minutes

Information-Only Items

1. LCC Agenda for October 21, 2025 with attachments

Public Comment

Adjournment

In accordance with the Americans with Disabilities Act, any person needing accommodations to participate in this matter should contact Clay County Risk Management by mail at P.O. Box 1366, Green Cove Springs, Florida 32043, or by telephone at (904) 679-8596, no later than three (3) days prior to the hearing or proceeding for which this notice has been given. Deaf and hard-of-hearing persons can access the telephone number by contacting the Florida Relay Service at 1-800-955-8770 (Voice) or 1-800-955-8771 (TDD).



Agenda Item
LAND CONSERVATION COMMITTEE

Clay County Administration Building
Tuesday, October 21 6:00 PM

TO: Land Conservation
Committee

DATE: 10/16/2025

FROM: Dodie Selig,
AICP, Chief Planner

SUBJECT:

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
LCC Agenda for October 21, 2025	Cover Memo	10/16/2025	LCC_Agenda_(10-21-25).ADA_aw.pdf
Property Decision Matrix Scoring Rubric	Backup Material	10/16/2025	Property_Decision_Matrix_Scoring_Rubric.ADA_aw.pdf
FFCLP Property Nomination Form	Backup Material	10/16/2025	FFCLP_Property_Nomination_Form.ADA_aw.pdf
Nassau Co - CLAM-Nomination-Form	Backup Material	10/16/2025	Nassau_Co_-_CLAM-Nomination-Form.ADA_aw.pdf
Pasco - Parcel Nomination Application 2024	Backup Material	10/16/2025	Pasco_-_Parcel_Nomination_Application_2024.ADA_aw.pdf



LAND CONSERVATION COMMITTEE AGENDA

October 21, 2025

6:00 PM

Administration Building,
4th Floor, BCC Meeting Room
477 Houston Street
Green Cove Springs, FL 32043

Call to Order

Pledge of Allegiance

Approval of Minutes:

1. Minutes from the meeting of August 19, 2025

Action Item(s):

None

Information-Only Items:

1. Presentation by Caleb Risinger of existing County conservation lands.
2. Decision regarding a quorum for the December 16th LCC meeting
3. Consideration of any changes to the Property Decision Matrix Scoring Rubric
4. Consideration of any changes to the FFCLP Property Nomination Form
5. Sample land acquisition exercise kickoff

Public Comments (general comments)

Adjournment

Clay County Forests and Farms Conservation Lands Program

PROPERTY DECISION MATRIX SCORING RUBRIC

Clay County Land Conservation Program Property Decision Matrix					
Project Name - Property - Date					
CATEGORY	Criterion	WEIGHTING	Enter Criteria Value Based on Site Inspection	Average Criteria Score	Average Criteria Score Multiplied by Relative Importance
(I-1) PROTECTION OF DRINKING WATER RESOURCES	A. Whether the property has geologic/hydrologic conditions that would easily enable contamination of vulnerable aquifers that have value as drinking water sources.		5		
	B. Whether the property serves an important groundwater recharge function.		5		
	C. Whether the property is in the catchment area for a community drinking water well or more than 5 individual private drinking water wells.		5		
(I-2) PROTECTION OF THREATENED & ENDANGERED SPECIES	A. Whether the property has documented federally listed or State listed species.		5		
	B. Whether the property contains plants or animals that are endemic or near endemic to Florida or Clay County.		5		
	C. Whether the property serves as documented or potential habitat for species with large home ranges.		5		
	D. Whether the property serves as a special wildlife migration or aggregation site for activities such as breeding, roosting, colonial nesting, or over-wintering.		5		
(I-3) PROTECTION OF RARE AND IMPORTANT HABITATS	A. Whether the property contains a diversity of natural communities.		5		
	B. Whether the natural communities present on the property are rare.		5		
	C. Whether the ecological quality in the communities present on the property is high.		5		
	D. Whether the property is adjacent to properties that are in a predominately natural condition, or are in public conservation ownership, have other environmental protections such as conservation easements.		5		
	E. Whether the property is relatively free from internal fragmentation from roads, power lines, and other features that create barriers and edge effects.		5		
(I-4) PROTECTION OF FARMS & WORKING FORESTS	A. Whether the property is in active agricultural use and follows Best Management Practices.		5		
	B. Whether the property is used for more than one agricultural product.		5		
	C. Whether the property has been in agricultural use for generations.		5		
	D. Whether the agricultural products from the property are sold locally.		5		
	E. Whether the property owner actively uses the property to support agri-tourism, agri-education or other events that showcase agricultural traditions.		5		
	F. Whether the property has high quality soils for croplands.		5		
	G. Whether the property has high quality soils for timberland.		5		
(I-5) SOCIAL AND HUMAN VALUES	A. Whether the property offers opportunities for compatible resource-based recreation, if appropriate.		5		
	B. Whether the property contributes to urban green space, provides a municipal defining greenbelt, provides scenic vistas, or has other value from an urban and regional planning perspective.		5		
	AVERAGE FOR ENVIRONMENTAL AND HUMAN VALUES			5.00	
	RELATIVE IMPORTANCE OF THIS CRITERIA SET IN THE OVERALL SCORE	1.333			6.67
(II-1) MANAGEMENT ISSUES	A. Whether the property has low incidence of non-native invasive species.		5		
	B. Whether it will be practical to manage the property to protect its environmental, social and other values (examples include controlled burning, exotics removal, maintaining hydro-period, and so on).		5		
	C. Whether this management can be completed in a cost-effective manner.		5		
(II-2) ACQUISITION ISSUES	A. Whether there is potential for purchasing the property with matching funds from municipal, state, federal, or private contributions.		5		
	B. Whether the overall Conservation Values justifies the potential cost of acquisition.		5		
	C. Whether there is imminent threat of losing the Conservation Values of the property through development and/or lack of sufficient legislative protections.		5		
	AVERAGE FOR ACQUISITION AND MANAGEMENT VALUES			5.00	
	RELATIVE IMPORTANCE OF THIS CRITERIA SET IN THE OVERALL SCORE	0.667			3.33
TOTAL SCORE					10.00

APPENDIX E: NOMINATION FORM

 Clay County Land Conservation Program Land Acquisition Project Nomination Form	
1 Applicant Information	
Applicant Name: _____	
Street Address: _____	
City: _____	State: FL Zip: _____
Phone: _____	Fax: _____ Email: _____
Applicant Signature: _____ Date: ____/____/____	
2 Property Owner Verification	3 Access Authorization
Does the Applicant have any property ownership interest in the project? (Please check one)	By signing below, I as the property owner, authorize County staff to access said property at reasonable hours and upon reasonable notice for the purpose of conducting such review as may be necessary to determine eligibility of the property. (Valid only if property owner signs)
No ☐ Skip to #4 Yes ☐ Please sign and date #3	Owner Signature: _____ Date: ____/____/____
4 Property Owner Information	5 Owner's Authorized Agent (if applicable)
Owner Name: _____	Agent's name: _____
Street Address: _____	Street Address: _____
City: _____ State: _____ Zip: _____	City: _____ State: _____ Zip: _____
Phone: _____ Fax: _____	Phone: _____ Fax: _____
Email: _____	Email: _____
6 Project Information	
General Location (address, intersection, etc.): _____	
Check box if this is this a Conservation Easement or Purchase of Development Rights Projects. ☐	
Tax Parcel Acreage (if known): _____	Proposed Project Acreage (if known): _____
Tax Parcel Number (if known): _____	Please check here if this is a multiparcel project (A map outlining the project area or a list of the additional parcel numbers would assist staff's evaluation of the project) ☐
Section/Township/Range (if known): _____	
Future Land Use Map Designation (if known): _____	Zoning Designation (if known): _____
7 Project Description Describe the property's significance and why it should be protected.	
Please Do Not Write Below This Line. Staff Use Only	
Time/Date Stamp	Please Return This Form to: CLAY COUNTY BOARD OF COUNTY COMMISSIONERS P.O. Box 1366, Green Cove Springs, FL 32043 phone: (904) 269-6352. Teresa.Capo@claycountygov.com
Received by: _____	Questions? Contact the Commission staff at the address above or by our email
Thank you!	
v. 7/31/2023	

Additional Information (Optional)

In addition to this form, up to 10 pages of text, maps, etc. may be attached for consideration. Providing supplemental information is optional, but may assist Staff with the evaluation of the property.

Examples:

- ★ A location map with the property outlined and any other important features (i.e. access points, roads, water bodies, landmarks, etc.)
- ★ A topographic quadrangle map (U.S.G.S. with boundaries of property sketched in)
- ★ Photographs or video representing the characteristics of the property
- ★ Estimate of the market value (This can be documented with a property appraisal, if available, or asking price).
- ★ Documentation of owner(s) willingness to sell
- ★ Description and analysis of environmental resources and features

Nassau Conservation Lands Acquisition and Management
Nomination Form

Nomination Information (Required)

Property Name:		
Tax Parcel ID(s):		
Proposed Purchase Type: Conservation Easement: ____ or Full Fee Purchase: ____		
Is this within a city or town? If so, which? ____		Acres:
Nominator Name:	Phone Number:	E-mail:
Committed Match* Funding Available? Yes: __ No: __	Committed Match Funding Amount: \$	Match Funding Source:
If proposed boundaries are not the tax parcels, please attach a map with proposed boundaries indicated.		
Please attach an up to one (1) page explanation of why you think the property is an excellent addition to Nassau County Conservation Lands. Please include any other maps or images which support your argument up to a further three (3) pages.		

*Committed Match: Funds are available and have been committed to this project.

Landowner Information (Optional)

Landowner Name(s):	
Landowner Address:	
Landowner Phone #:	Landowner E-mail:
The Nassau County Conservation Lands Acquisition and Management Program is a willing seller only program that solely deals with lands willingly sold by participating landowners. Lands will not be condemned, nor landowners improperly compelled to enroll themselves in the program. Landowners participating in the nomination process may get extra points in the property rankings. Is the Landowner participating in the nomination? Yes: __ No: __ Landowner Signature: _____ Date: _____ As the landowner are you willing to donate a portion of the value of the sale of a conservation easement or of your property? Landowners donating a portion of the value may be able to achieve significant income tax deductions for their gift. Landowners donating a portion of the value may also be able to increase their ranking. Are you willing to donate a portion of the Property Sale Value?: Yes ____ or No ____ What is the amount you are seeking in the sale? (Staff will compare that amount to the property tax appraised value):	

Staff Only

Property Tax Appraised Value:	No. of Buildings:
No. of Residences	Property Use: East or West of I-95?

**Pasco County Environmental Lands Acquisition and Management Program
(ELAMP)
Parcel Nomination Application**

1 Applicant Information	<i>(Not necessarily the property owner)</i>	
Applicant Name:		
Street Address:		
City:	State:	Zip:
Phone:	Fax:	
E-mail:		
2 Property Owner Information		
Owner Name:		
Owner Street Address:		
City:	State:	Zip:
Phone:	Fax:	
E-mail:		
3 Property Information	<i>Please attach extra parcel(s) information to the form</i>	
General location (address, intersection, etc.):		
Acreage to be considered for acquisition (if less than entire parcel):		
Tax parcel number(s) (if known):		
Section/Township/Range (if known):		
Current Land Use and description of current activities on the site:		
Future Land Use Map designation (if known):		Zoning designation (if known):
Does the property have a lien or other pertinent title encroachment?		If Yes, explain:
Does the property have a billboard located on site?		
Is the property currently being leased for agricultural purposes?		
4 Briefly describe this parcel's environmental features, ecological significance, scenic beauty, wildlife habitat, <u>and</u> any negatives associated with the parcel, such as the presence of hazardous wastes, exotic species of plants or animals, etc. Feel free to attach up to 10 pages of additional information, including pictures, illustrating why this site is suitable for acquisition by Pasco County.		
5 Attachments: Please attach a map of the property with a depiction of the property boundaries.		
6 Owner Verification	Applicant Signature:	Date:
Applicant IS / IS NOT the owner of the property (Please circle one)		
Return to: Melissa Charbonneau, Natural Resources Conservation Manager 4111 Land O' Lakes Blvd, Suite 201 Land O' Lakes, FL 34639 (813) 929-2760 x8252 mcharbonneau@pascocountyfl.net		