72782

Columbia County Gateway to Florida

FOR PLANNING USE ONLY	
Application # STUP	250804
Application Fee	450.00
Receipt No.	771533
Filing Date	8-19-2025
Completeness Date	9-4-2025

ZONING DEPARTMENT COLUMBIA COUNTY GATEWAY TO FLORIDA APPROVED

Special Temporary Use Permit Application

A. PROJECT INFORMATION

1. Project Name: Kent 2nd Unit
2. Address of Subject Property: 2454 SW Ichetucknee Ave, Lake City
3. Parcel ID Number(s): 24-5S-16-00469-108
4. Future Land Use Map Designation:
5. Zoning Designation:
6. Acreage: 10.01
7. Existing Use of Property: Residential.
8. Proposed Use of Property: Residential.
9. Proposed Temporary Use Requested: Home for Mother.

B. APPLICANT INFORMATION

1. Applicant Status ☐ Owner (title holder) ☑ Agent
2. Name of Applicant(s): Heide Morrison Title: Agent
   Company name (if applicable): North Fl Building Permits, LLC.
   Mailing Address: 8767 SW Old Wire Rd
   City: Ft White State: Fl Zip: 32038
   Telephone: (386) 984 9231 Fax: ( ) Email: heidemorrison@gmail.com

   PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from government officials regarding government business is subject to public records requests. Your e-mail address and communications may be subject to public disclosure.
3. If the applicant is agent for the property owner*.
   Property Owner Name (title holder): John Kent
   Mailing Address: 2454 SW Ichetucknee Ave
   City: Lake City State: Fl Zip: 32024.
   Telephone: (772) 486-3683 Fax: ( ) Email: john.kentllc@gmail.com

   PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from government officials regarding government business is subject to public records requests. Your e-mail address and communications may be subject to public disclosure.

   ***Must provide an executed Property Owner Affidavit Form authorizing the agent to act on behalf of the property owner.**

C. ADDITIONAL INFORMATION

1. Is there any additional contract for the sale of, or options to purchase, the subject property? If yes, list the names of all parties involved: _____ If yes, is the contract/option contingent or absolute: ☐ Contingent ☐ Absolute
2. Has a previous application been made on all or part of the subject property:
   Future Land Use Map Amendment: ☐ Yes _____ ☐ No _____
   Future Land Use Map Amendment Application No. CPA _____
   Site Specific Amendment to the Official Zoning Atlas (Rezoning): ☐ Yes _____ ☐ No _____
   Site Specific Amendment to the Official Zoning Atlas (Rezoning) Application No. Z _____
   Variance: ☐ Yes _____ ☐ No _____
   Variance Application No. V _____
   Special Exception: ☐ Yes _____ ☐ No _____
   Special Exception Application No. SE _____

CI. ATTACHMENT/SUBMITTAL REQUIREMENTS

Certain uses are of short duration and do not create excessive incompatibility during the course of the use. Therefore, the Land Development Regulation Administrator is authorized to issue temporary use permits for the following activities, after a showing that any nuisance or hazardous feature involved is suitably separated from adjacent uses; excessive vehicular traffic will not be generated on minor residential streets; and a vehicular parking problem will not be created:

1. In any zoning district: special events operated by non-profit, eleemosynary organizations.

2. In any zoning district: Christmas tree sales lots operated by non-profit, eleemosynary organizations.

3. In any zoning district: other uses which are similar to (1) and (2) above and which are of a temporary nature where the period of use will not extend beyond thirty (30) days.

4. In any zoning district: mobile homes or travel trailers used for temporary purposes by any agency of municipal, County, State, or Federal government; provided such uses shall not be or include a residential use.

5. In any zoning district: applications for placement of any mobile home or travel trailer used as a residence, temporary office, security shelter, or shelter for materials of goods incident to construction on or development of the premises upon which the mobile home or travel trailer is located, shall require that a residential building permit application and signed septic site plan approval and release be submitted concurrently with the temporary use permit application. Maximum electrical capacity for such temporary uses shall not exceed 100 amps. Such uses shall be strictly limited to the time construction or development is actively underway. In no event shall the use continue more than twelve (12) months unless extended by the Board of County Commissioners upon finding by the Board that construction has been underway and is continuing.

6. In agricultural, commercial, and industrial districts: temporary religious or revival activities in tents.

7. In agricultural districts: In addition to the principal residential dwelling, two (2) additional mobile homes may be used as an accessory residence, provided that such mobile homes are occupied by persons related by the grandparent, parent, step-parent, adopted parent, sibling, child, stepchild, adopted child or grandchild of the family occupying the principal residential use. Such mobile homes are exempt from lot area requirements. A temporary use permit for such mobile homes may be granted for a time period up to five (5) years. The permit is valid for occupancy of the specified family member as indicated on Family Relationship Affidavit and Agreement which shall be recorded in the Clerk of the Courts by the applicant.

The Family Relationship Affidavit and Agreement shall include but not be limited to:

a. Specify the family member to reside in the additional mobile home;

b. Length of time permit is valid;

c. Site location of mobile home on property and compliance with all other conditions not conflicting with this section for permitting as set forth in these land development regulations. Mobile homes shall not be located within required yard setback areas and shall not be located within twenty (20) feet of any other building;

d. Responsibility for non ad-valorem assessments;

e. Inspection with right of entry onto the property by the County to verify compliance with this section. The Land Development Regulation Administrator, and other authorized representatives are hereby authorized to make such inspections and take such actions as may be required to enforce the provisions of this Section and;

f. Shall be hooked up to appropriate electrical service, potable well and sanitary sewer facilities (bathroom and septic tank) that have been installed pursuant to permits issued by the Health Department and County Building and Zoning Department, where required.

g. Recreational vehicles (RV's) as defined by these land development regulations are not allowed under this provision (see Section 14.10.2#10).

h. Requirements upon expiration of permit. Unless extended as herein provided, once a permit expires the mobile home shall be removed from the property within six (6) months of the date of expiration.

The property owner may apply for one or more extensions for up to two (2) years by submitting a new application, appropriate fees and family relationship residence affidavit agreement to be approved by the Land Development Regulations administrator.

Previously approved temporary use permits would be eligible for extensions as amended in this section.

8. In shopping centers within Commercial Intensive districts only: mobile recycling collection units. These units shall operate only between the hours of 7:30 a.m. and 8:30 p.m. and shall be subject to the review of the Land Development Regulation Administrator. Application for permits shall include written confirmation of the permission of the shopping center owner and a site plan which includes distances from buildings, roads, and property lines. No permit shall be valid for more than thirty (30) days within a twelve (12) month period, and the mobile unit must not remain on site more than seven (7) consecutive days. Once the unit is moved off-site, it must be off-site for six (6) consecutive days.

9. In any zoning district: A temporary business, as defined within these Land Development Regulations. At least sixty (60) days prior to the commencement date of the temporary permit, the applicant shall submit an application to the County, which shall include the following information.

   a. The name and permanent address or headquarters of the person applying for the permit;

   b. If the applicant is not an individual, the names and addresses of the business;

   c. The names and addresses of the person or persons which will be in direct charge of conducting the temporary business;

   d. The dates and time within which the temporary business will be operated;

   e. The legal description and street address where the temporary business will be located;

   f. The name of the owner or owners of the property upon which the temporary business will be located;

   g. A written agreement containing the permission from the owner of the property for its use for a temporary business must be attached to and made a part of the application for the permit;

h. A site plan showing display areas, plans for access and egress of vehicular traffic, any moveable interim structures, tents, sign and banner location and legal description of the property must accompany the application for the temporary use permit; and

i. A public liability insurance policy, written by a company authorized to do business in the State of Florida, insuring the applicant for the temporary permit against any and all claims and demands made by persons for injuries or damages received by reason of or arising our of operating the temporary business. The insurance policy shall provide for coverage of not less than one million dollars ($1,000,000.00) for damages incurred or claims by more than one person for bodily injury and not less than two million dollars ($2,000,000.00) for damages incurred or claims by more than one person for bodily injury and fifty thousand dollars ($50,000.00) for damages to property for one person and one hundred thousand dollars ($100,000.00) for damages to property claimed by more than one person. The original or duplicate of such policy, fully executed by the insurer, shall be attached to the application for the temporary permit, together with adequate evidence that the premiums have been paid.

The sales permitted for a temporary business, as defined with these land development regulations, including, but not limited to, promotional sales such as characterized by the so-called "sidewalk "sale", "vehicle sale", or "tent sale", shall not exceed three (3) consecutive calendar days.

There must be located upon the site upon which the temporary business shall be conducted public toilet facilities which comply with the State of Florida code, potable drinking water for the public, approved containers for disposing of waste and garbage and adequate light to illuminate the site at night time to avoid theft and vandalism.

If the application is for the sale of automobiles or vehicles, the applicant shall provide with the application a copy of a valid Florida Department of Motor Vehicle Dealers license and Department of Motor Vehicle permit to conduct an "offsite" sale. If any new vehicles are to be displayed on the site, a copy of the factory authorization to do so will be required to be filed with the application.

No activities, such as rides, entertainment, food, or beverage services shall be permitted on the site in conjunction with the operation of the temporary business.

Not more than one (1) sign shall be located within or upon the property for which the temporary permits is issued, and shall not exceed sixteen (16) square feet in surface area. No additional signs, flags, banners, balloons or other forms of visual advertising shall be permitted. The official name of the applicant and its permanent location and street address, together with its permanent telephone number, must be

posted on the site of the property for which the temporary permit is issued and shall be clearly visible to the public.

Any applicant granted a temporary permit under these provisions shall also comply with and abide by all other applicable federal, State of Florida, and County laws, rules and regulations.

Only one (1) tent, not to exceed three hundred fifty (350) square feet in size shall be permitted to be placed on the site of the temporary business and such tent, if any, shall be properly and adequately anchored and secured to the ground or to the floor of the tent.

No person or entity shall be issued more than one (1) temporary permit during each calendar year.

The temporary permit requested by an applicant shall be issued or denied within sixty (60) days following the date of the application therefore is filed with the Land Development Regulation Administrator.

10. In agriculture and environmentally sensitive area districts: a single recreational vehicle as described on permit for living, sleeping, or housekeeping purposes for one-hundred eighty (180) consecutive days from date that permit is issued, subject to the following conditions:

    a. Demonstrate a permanent residence in another location.

    b. Meet setback requirements.

    c. Shall be hooked up to or have access to appropriate electrical service, potable well and sanitary sewer facilities (bathroom and septic tank) that have been installed pursuant to permits issued by the Health Department and County Building and Zoning Department, where required.

    d. Maximum electrical capacity for such temporary uses shall not exceed 100 amps.

    e. Upon expiration of the permit the recreational vehicle shall not remain on property parked or stored and shall be removed from the property for 180 consecutive days.

    f. Temporary RV permits are renewable only after one (1) year from issuance date of any prior temporary permit.

Temporary RV permits existing at the effective date of this amendment may be renewed for one (1) additional temporary permit in compliance with the land development regulations, as amended. Recreational vehicles as permitted in this section are not to include RV parks.

Appropriate conditions and safeguards may include, but are not limited to, reasonable time limits within which the action for which temporary use permit is requested shall be begun or completed, or both. Violation of such conditions and safeguards, when made a part of the terms under which the special permit is granted, shall be deemed a violation of these land development regulations and punishable as provided in Article 15 of these land development regulations.

Additional Requirements for a complete application:

1. Legal Description with Tax Parcel Number.
2. Proof of Ownership (i.e. deed).
3. Agent Authorization Form (signed and notarized).
4. Proof of Payment of Taxes (can be obtained online via the Columbia County Tax Collector's Office).
5. Fee. The application fee for a Special Temporary Use Permit Application is based upon the Temporary Use requested. No application shall be accepted or processed until the required application fee has been paid.
    a. For Items (1) through (6) above, the application fee is $100.00
    b. For Item (7) above, the application fee is $450.00 or $200.00 for a two year renewal
    c. For Item (8) above, the application fee is $250.00
    d. For Item (9) above, the application fee is $500.00 for temporary sales of motor vehicles or $250.00 for non-seasonal good or general merchandise
    e. For Item(10) above, the application fee is $200

For submittal requirements, please see the Columbia County Building and Zoning Development Application Submittal Guidelines.

I hereby certify that all of the above statements and statements contained in any documents or plans submitted herewith are true and accurate to the best of my knowledge and belief.

Heide Morrison

Applicant/Agent Name (Type or Print)

Heide Morrison

Applicant/Agent Signature

08/19/25

Date

APPLICATION AGENT AUTHORIZATION FORM

TO: Columbia County Zoning Department
135 NE Hernando Avenue
Lake City, FL 32055

Authority to Act as Agent

On my/our behalf, I appoint Heide Morrison
(Name of Person to Act as my Agent)

for North Fl Building Permits, LLC
(Company Name for the Agent, if applicable)

to act as my/our agent in the preparation and submittal of this application

for mobile home building & zoning application permits
(Type of Application)

I acknowledge that all responsibility for complying with the terms and conditions for approval of this application, still resides with me as the Applicant/Owner.

Applicant/Owner's Name: Sandra Kent, John Kent, Ashley Kent

Applicant/Owner's Title: _____

On Behalf of: _____
(Company Name, if applicable)

Telephone: _____ Date: 7/28/25

Applicant/Owner's Signature: Sandra Kent, JK, Ashley Kent

Print Name: Sandra Kent, John Kent, Ashley Kent

STATE OF FLORIDA
COUNTY OF Dayton

The Foregoing instrument was acknoeledged before me this 28th day of July, 20 25. by Sandra Kent, John Kent, Ashley Kent who is personally known by me ___ OR produced identification ✓
Type of Identification Produced Florida driver license

Darlene E. Floyd (Notary Signature) (SEAL)

Darlene E. Floyd
Comm.: HH236581
Expires: March 6, 2026
Notary Public - State of Florida

STATE OF FLORIDA

OFFICE of VITAL STATISTICS

AMENDED
12/18/89

CERTIFICATION OF BIRTH

NAME: JOHN BRIAN KENT

DATE OF BIRTH: 8/04/89 SEX: [redacted]

PLACE OF BIRTH: [redacted]

CERTIFICATE NUMBER: [redacted]

DATE FILED: [redacted] DATE ISSUED: [redacted]

MOTHER'S MAIDEN NAME: SANDRA MARIE KENT

FATHER'S NAME: JOHN MARK MOESLY

This is to certify that this is a true abstract of the official record filed with this office.

By Oliver H. Boorde

OLIVER H. BOORDE, M.P.H.
State Registrar

GREAT SEAL OF THE STATE OF FLORIDA
IN GOD WE TRUST

HRS
DEPARTMENT OF HEALTH AND REHABILITATIVE SERVICES

WARNING: ANY REPRODUCTION OF THIS DOCUMENT IS PROHIBITED BY LAW. DO NOT ACCEPT UNLESS ON SECURITY PAPER WITH EMBOSSED GREAT SEAL OF THE STATE OF FLORIDA. ALTERATION OR ERASURE VOIDS THIS CERTIFICATION.

HRS Form 1583 (12/88)

Inst. Number: 202512019661 Book: 1548 Page: 86 Page 1 of 2 Date: 8/29/2025 Time: 10:24 AM
James M Swisher Jr Clerk of Courts, Columbia County, Florida Doc Mort: 0.00 Int Tax: 0.00 Doc Deed: 0.00

AFFIDAVIT AND AGREEMENT OF SPECIAL TEMPORARY USE FOR IMMEDIATE FAMILY MEMBERS FOR PRIMARY RESIDENCE

STATE OF FLORIDA
COUNTY OF COLUMBIA

BEFORE ME the undersigned Notary Public personally appeared, John & Ashley Kent, the Owner of the parcel which is being used to place an additional dwelling (mobile home) as a primary residence for a family member of the Owner, Sandra Kent, the Family Member of the Owner, and who intends to place a mobile home as the family member's primary residence as a temporarily use. The Family Member is related to the Owner as mother, and both individuals being first duly sworn according to law, depose and say.

1. Family member is defined as parent, grandparent, step-parent, adopted parent, sibling, child, step-child, adopted child or grandchild.

2. Both the Owner and the Family Member have personal knowledge of all matters set forth in this Affidavit and Agreement.

3. The Owner holds fee simple title to certain real property situated in Columbia County, and more particularly described by reference with the Columbia County Property Appraiser Tax Parcel No. 24-5S-15-00469-108.

4. No person or entity other than the Owner claims or is presently entitled to the right of possession or is in possession of the property, and there are no tenancies, leases or other occupancies that affect the Property.

5. This Affidavit and Agreement is made for the specific purpose of inducing Columbia County to issue a Special Temporary Use Permit for a Family Member on the parcel per the Columbia County Land Development Regulations. This Special Temporary Use Permit is valid for ____ year(s) as of date of issuance of the mobile home move-on permit, then the Family Member shall comply with the Columbia County Land Development Regulations as amended.

6. This Special Temporary Use Permit on Parcel No. 24-5S-15-00469-100 is a "one time only" provision and becomes null and void if used by any other family member or person other than the named Family Member listed above. The Special Temporary Use Permit is to allow the named Family Member above to place a mobile home on the property for his primary residence only. In addition, if the Family Member listed above moves away, the mobile home shall be removed from the property within 60 days of the Family Member departure or the mobile home is found to be in violation of the Columbia County Land Development Regulations.

7. The site location of mobile home on property and compliance with all other conditions not conflicting with this section for permitting as set forth in these land development regulations. Mobile homes shall not be located within required yard setback areas and shall not be located within twenty (20) feet of any other building.

8. The parent parcel owner shall be responsible for non ad-valorem assessments.

9. Inspection with right of entry onto the property, but not into the mobile home by the County to verify compliance with this section shall be permitted by owner and family member. The Land Development Regulation Administrator, and other authorized representatives are hereby authorized to make such inspections and take such actions as may be required to enforce the provisions of this Section.

mobile home shall be hooked up to appropriate electrical service, potable well and sanitary sewer facilities (bathroom and septic tank) that have been installed pursuant to permits issued by the Health Department and County Building and Zoning Department, where required.

11. Recreational vehicles (RV's) as defined by these land development regulations are not allowed under this provision (see Section 14.10.2#10).

12. Upon expiration of permit, the mobile home shall be removed from the property within six (6) months of the date of expiration, unless extended as herein provided by Section 14.10.2 (#7)

13. This Affidavit and Agreement is made and given by Affiants with full knowledge that the facts contained herein are accurate and complete, and with full knowledge that the penalties under Florida law for perjury include conviction of a felony of the third degree.

We Hereby Certify that the facts represented by us in this Affidavit are true and correct and we accept the terms of the Agreement and agree to comply with it.

x [signature]
x [signature]
Owner

x John Kent
x Ashley Kent
Typed or Printed Name

[signature]
Family Member

Sandra Kent
Typed or Printed Name

Subscribed and sworn to (or affirmed) before me this 28 day of July, 2025 by John Kent (Owner) who is personally known to me or has produced FL dr. license as identification.

[signature]
Notary Public

Subscribed and sworn to (or affirmed) before me this 28 day of July, 2025 by Sandra Kent (Family Member) who is personally known to me or has produced FL dr. license as identification.

[signature]
Notary Public

Darlene E. Floyd
Comm.: HH 236581
Expires: March 6, 2026
Notary Public - State of Florida

COLUMBIA COUNTY, FLORIDA

By: [signature]
Name: KAREN AIKEN-SWOOT
Title: PLANNING TECH

DEPARTMENT
COUNTY
GATEWAY TO FLORIDA
APPROVED

STATE OF FLORIDA
COUNTY OF COLUMBIA

SPECIAL TEMPORARY USE
LANDOWNER AFFIDAVIT

This is to certify that I, (We) John Kent & Ashley Kent
(Property Owners Name or State Corporation Name (include Corp Officer) as it appears on Property Appraiser)
as the owner of the below described property:

Property Tax Parcel ID number 24-55-00469-100

Subdivision (Name, Lot Block, Phase) Parcel H, Shirley Gorape Tract

Give my permission for Sandra Kent to place the following on this property.
(Family Member Name)

Relationship to Lessee Mother.
(Name of parent, grandparent, step-parent, adopted parent, sibling, child, step-child, adopted child, or grandchild)

☒ This is to allow a 2nd ○ / 3rd ○ **(select one)** Mobile Home on the above listed property for a family member through Columbia County's Special Temporary Use Provision. I understand that this is good for 5 years initially and renewable every 2 years thereafter.

☐ This is to allow a 6 month RV ○ / 12 month RV ○ **(select one)** on the above listed property through Columbia County's Special Temporary Use Provision.

I (We) understand that the named person(s) above will be allowed to receive a move-on permit for the parcel number I (we) have listed above and this could result in an assessment for solid waste and fire protection services levied on this property.

x John Kent
Printed Name of Signer

x [signature]
Signature

7/28/25
Date

x Ashley Kent
Printed Name of Signer

x Ashley Kent
Signature

7/28/25
Date

Sandra Kent
Printed Name of Signer

x Sandra Kent
Signature

7/28/25
Date

Sworn to and subscribed before me this 28 day of July, 2025 by

___ physical presence or __1__ online notarization and this (these) person(s) are personally known to me ___ or produced ID FL dr lic

Darlene E. Floyd
Comm.: HH 236581
Expires: March 6, 2026
Notary Public - State of Florida

Darlene E. Floyd
Signature

Notary Stamp

Created 12/2023

Building and Zoning Department

Special Temporary Use Application

Invoice

72782

Applicant Information	Invoice Date	Permit #	Amount Due
Heidi Morrison 2654 SW Ichetucknee Ave	08/20/2025	STU250804	**$450.00**

Job Location
Parcel: 24-5S-15-00469-108
Owner: KENT JOHN BRIAN, KENT ASHLEY NICOLE,
Address: 2654 SW Ichetucknee Ave

Contractor Information

Invoice History

Date	Description	Amount
08/20/2025	Fee: Special Temporary Use Permit (7) Addition to the principal residential dwelling	$450.00
	Amount Due:	**$450.00**

Credit card payments can be made online here (fees apply)

Fee balances are not immediately updated using online Credit Card. If you have paid permit fees using the online application site or by another method such as check or cash, please allow time for your payment to be processed.

Contact Us

Phone:
(386) 758-1008

Customer Service Hours:
Monday-Friday
From 8:00 A.M. to 4:30 P.M.

Email:
bldginfo@columbiacountyfla.com

Website:
http://www.columbiacountyfla.com/BuildingandZoning.asp

Address:
Building and Zoning Ste. B-21
135 NE Hernando Ave.
Lake City, FL 32055

Inspection Office Hours

Monday - Friday
From 8:00 AM to 10:00 AM
and
From 1:30 PM to 3:00 PM

Regular Inspection Schedules

All areas North of County Road 242
From 10:00 AM to Noon

All areas South of County Road 242
From 3:00 PM to 5:00 PM

Inspection Requests

Online: (Preferred Method)
www.columbiacountyfla.com/InspectionRequest.asp

Voice Mail: 386-719-2023 or Phone: 386-758-1008

All Driveway Inspections: 386-758-1019

Septic Release Inspections: 386-758-1058

IMPORTANT NOTICE:
Any inspection requested after 4:30 pm, no matter the method, will be received the next business day and will be scheduled by the earliest time slot.

All Inspections require 24 hours notice.
Emergencies will be inspected as soon as possible.

Zoning Department

Receipt Of Payment

Applicant Information	Method	Date of Payment	Payment #	Amount of Payment
Heidi Morrison 2654 SW Ichetucknee Ave	Credit Card 14870643	08/25/2025	771533	**$450.00**

AppID: 72782 Development #: STU250804
Special Temporary Use
Parcel: 24-5S-15-00469-108
Address: 2654 SW Ichetucknee Ave

Contact Us

Phone:
(386) 719-1474
Customer Service Hours:
Monday-Friday
From 8:00 A.M. to 5:00 P.M.

Email:
zoneinfo@columbiacountyfla.com

Website:
http://www.columbiacountyfla.com/BuildingandZoning.asp

Address:
Building and Zoning
135 NE Hernando Ave.
Lake City, FL 32055

Payment History

Date	Description	Amount
08/20/2025	Fee: Special Temporary Use Permit (7) Addition to the principal residential dwelling	$450.00
08/25/2025	Payment: Credit Card 14870643	($450.00)
		$0.00