



# Columbia County Gateway to Florida

## FOR PLANNING USE ONLY

Application # STUP 2305-27

Application Fee 450.00

Receipt No. 763 893

Filing Date 5-19-23

Completeness Date 5-22-23

## Special Temporary Use Permit Application

### A. PROJECT INFORMATION

1. Project Name: English STUP Home
2. Address of Subject Property: 634 SW Dockery Lane Lake City, FL 32024
3. Parcel ID Number(s): 03-5S-16-03456-001
4. Future Land Use Map Designation: \_\_\_\_\_
5. Zoning Designation: \_\_\_\_\_
6. Acreage: 5.0
7. Existing Use of Property: Residential
8. Proposed Use of Property: Residential
9. Proposed Temporary Use Requested: STUP Home

### B. APPLICANT INFORMATION

1. Applicant Status ☒ Owner (title holder) ☐ Agent
2. Name of Applicant(s): Cleveland English Title: \_\_\_\_\_  
Company name (if applicable): \_\_\_\_\_  
Mailing Address: 634 SW Dockery Lane  
City: Lake City State: FL Zip: 32024  
Telephone: (386) 288-3114 Fax: ( ) Email: \_\_\_\_\_

**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): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: ( ) Fax: ( ) Email: \_\_\_\_\_

**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. \_\_\_\_\_

**D. 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: mobile homes or travel trailers 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. Such use 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 without the approval of the Board of County Commissioners and the Board of County Commissioners shall give such approval only upon finding that actual construction 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 out 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. 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.
  - e. 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.

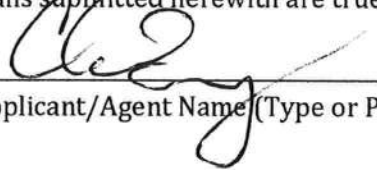
Appropriate conditions and safeguards may include, but are not limited to, reasonable time limits within which the action for which temporary use permit is requested shall be begun or completed, or both. Violation of such conditions and safeguards, when made a part of the terms under which the special 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.

  
Applicant/Agent Name (Type or Print)

Cleveland English  
Applicant/Agent Signature

5-18-23

Date



PREPARED BY & RETURN TO:

Name: CLEVELAND LEONARD ENGLISH

Address: 634 SW DOCKERY LN.  
LAKE CITY, FL 32024

Parcel ID No.: 03-SS-16-03456-001

Inst: 202212020703 Date: 10/28/2022 Time: 3:16PM  
Page 1 of 1 B: 1478 P: 725, James M Swisher Jr, Clerk of Court  
Columbia County, By: VC  
Deputy Clerk Doc Stamp-Deed: 0.70

SPACE ABOVE THIS LINE FOR PROCESSING DATA

SPACE ABOVE THIS LINE FOR RECORDING DATA

This **WARRANTY DEED**, made the 28<sup>th</sup> day of OCTOBER, 2022, by **CLEVELAND ENGLISH** and **SHIRLEY ENGLISH, HUSBAND AND WIFE**, hereinafter called the Grantors, to **CLEVELAND LEONARD ENGLISH AND CLEVELAND ENGLISH and SHIRLEY ENGLISH, HUSBAND AND WIFE, AS JOINT TENANTS WITH RIGHTS OF SURVIVORSHIP**, whose post office address is 634 SW DOCKERY LN, LAKE CITY, FL 32024, hereinafter called the Grantees:

WITNESSETH: That the Grantors, for and in consideration of the sum of \$10.00 and other valuable consideration, receipt whereof is hereby acknowledged, do hereby grant, bargain, sell, alien, remise, release, convey and confirm unto the Grantees all that certain land situate in COLUMBIA COUNTY, State of FLORIDA, viz:

SW CORNER NW ¼, NE ¼ SECTION 3, TOWNSHIP 5 SOUTH, RANGE 16 EAST RUN NORTH ALONG WEST LINE OF THE SAID NE ¼, RUN 73.92 FEET FOR A POINT OF BEGINNING. THENCE, CONTINUE NORTH ALONG THE WEST LINE OF SAID NE ¼, 539.76 FEET TO THE SOUTH LINE OF A COUNTY GRADE ROAD; THENCE SOUTH 86°45 MINUTES 50 SECONDS EAST ALONG SAID ROAD R/W LINE, 417.0 FEET; THENCE SOUTH PARALLEL TO WEST LINE OF SAID NE ¼, 508.78 FEET; THENCE SOUTH 88°58 MINUTES WEST, 416.46 FEET TO THE POINT OF BEGINNING. COLUMBIA COUNTY, FLORIDA.

THIS DEED WAS PREPARED WITHOUT THE BENEFIT OF A TITLE SEARCH OR SURVEY AND MAKES NO WARRANTIES AGAINST THE SAME.  
LEGAL PROVIDED BY GRANTOR.

TOGETHER WITH all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

SUBJECT TO TAXES FOR THE YEAR 2022 AND SUBSEQUENT YEARS, RESTRICTIONS, RESERVATIONS, COVENANTS AND EASEMENTS OF RECORD, IF ANY.

TO HAVE AND TO HOLD the same in fee simple forever.

And the Grantors hereby covenant with the Grantees that the Grantors are lawfully seized of said land in fee simple, that the Grantors have good right and lawful authority to sell and convey said land and that the Grantors hereby fully warrant the title to said land and will defend the same against the lawful claims of all persons whomsoever. Grantors further warrant that said land is free of all encumbrances, except as noted herein and except taxes accruing subsequent to December 31, 2022.

IN WITNESS WHEREOF, the said Grantors have signed and sealed these presents, the day and year first above written.

Signed, sealed and delivered in the presence of:

Jenna A. Nettles  
Witness Signature  
Printed Name: Jenna A. Nettles

Cleveland English  
Name: CLEVELAND ENGLISH  
Address: 634 SW DOCKERY LN, LAKE CITY, FL 32024 L.S.

Jessica L. Nettles  
Witness Signature  
Printed Name: Jessica L. Nettles

Shirley English  
Name: SHIRLEY ENGLISH  
Address: 634 SW DOCKERY LN, LAKE CITY, FL 32024 L.S.

STATE OF FLORIDA  
COUNTY OF COLUMBIA

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 28 day of OCTOBER, 2022, by CLEVELAND ENGLISH and SHIRLEY ENGLISH, who are personally known to me or who have produced Driver's License as identification.

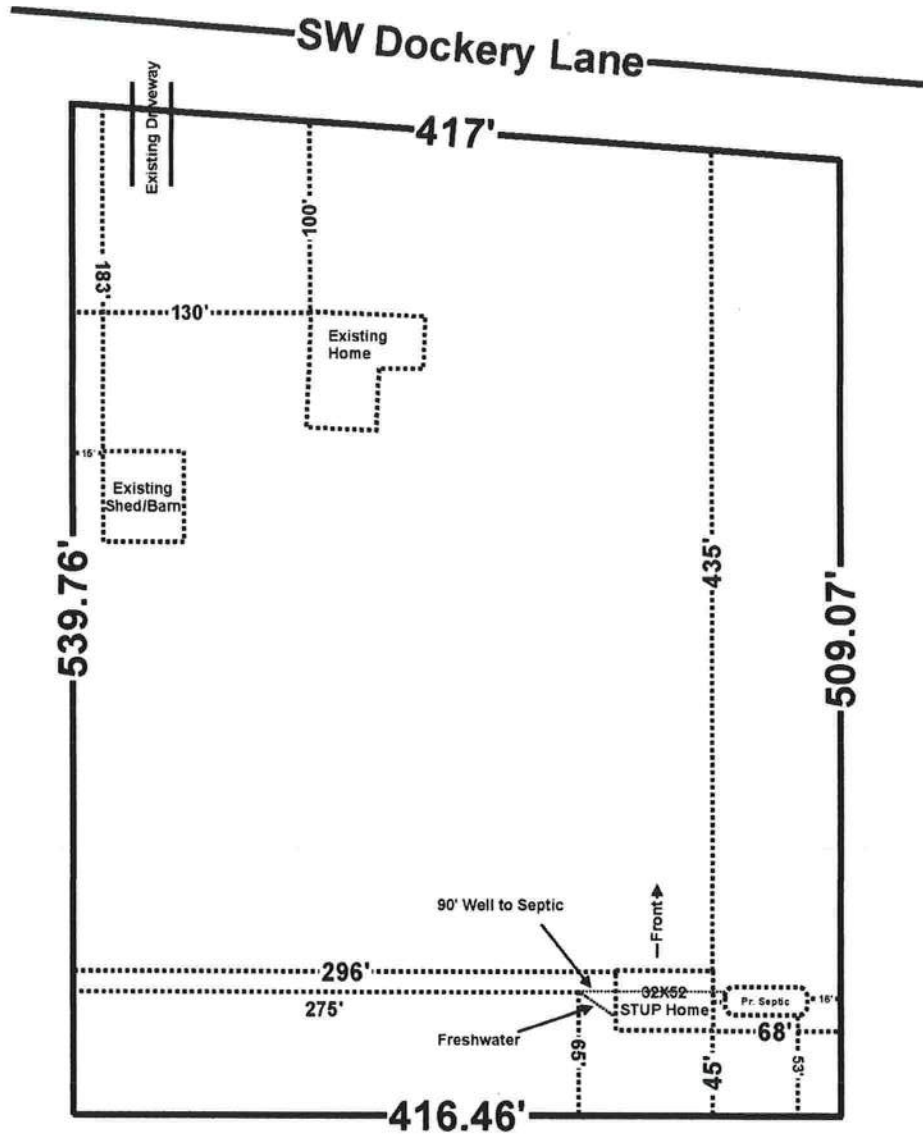


JENNA A. NETTLES  
Notary Public  
State of Florida  
Comm# HH228720  
Expires 2/14/2026

Jenna A. Nettles  
Signature of Notary  
Printed Name: Jenna A. Nettles  
My commission expires: 2-14-26



## Tax Record



Cleveland English  
634 SW Dockery Lane Lake City, FL  
Parcel: 03-5S-16-03456-001

Scale 1" = 100'  
5 Acres



LIMITED POWER of ATTORNEY  
Consent for County Permit Applications

I, Cleveland English, do hereby authorize Brody Pace  
to be my representative and act on my behalf in all aspects of applying for a  
Manufactured Home Permit to be placed on my property, parcel ID  
03-55-16-03486-001.

I understand that this could result in an assessment for solid waste and fire  
protection services levied on this property.

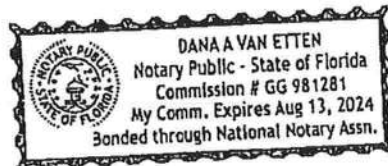
Dated this 18 day of May, 2023.

Owner: [Signature]

Sworn to and described before me this 18 day of May, 2023.

By: \_\_\_\_\_  
Property Owner's Name

[Signature]  
Notary's Signature



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

STATE OF FLORIDA  
COUNTY OF COLUMBIA

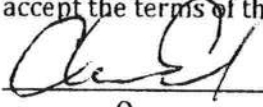
BEFORE ME the undersigned Notary Public personally appeared, Cleveland English, the Owner of the parcel which is being used to place an additional dwelling (mobile home) as a primary residence for a family member of the Owner, Shirley English, the Family Member of the Owner, and who intends to place 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. 03-55-16-03456-001.
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 5 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. 03-55-16-03456-001 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.
10. The 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.

  
Owner

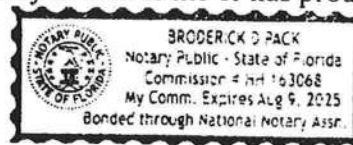
  
Family Member

Cleveland English  
Typed or Printed Name

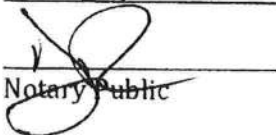
Shirley English  
Typed or Printed Name

Subscribed and sworn to (or affirmed) before me this 18 day of May, 2023, by Cleveland English (Owner) who is personally known to me or has produced DL as identification.

  
Notary Public



Subscribed and sworn to (or affirmed) before me this 18 day of May, 2023, by Shirley English (Family Member) who is personally known to me or has produced DL as identification.

  
Notary Public

COLUMBIA COUNTY, FLORIDA

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

