



**FOR OFFICE USE ONLY**

P Z File # \_\_\_\_\_

Application Fee: \_\_\_\_\_

Filing Date: \_\_\_\_\_ Acceptance Date: \_\_\_\_\_

Review Date: SRDT \_\_\_\_\_ P & Z \_\_\_\_\_ CC \_\_\_\_\_

# PUD Rezoning Application

**A. PROJECT**

1. Project Name: Roberts Street - South PUD
2. Address of Subject Property: Roberts Street
3. Parcel ID Number(s): 38-06-26-017172-000-00
4. Existing Use of Property: Vacant
5. Future Land Use Map Designation : Neighborhood
6. Existing Zoning Designation: R-2
7. Proposed Zoning Designation: PUD
8. Acreage: 2.11 acres

**B. APPLICANT**

1. Applicant's Status  Owner (title holder)  Agent
2. Name of Applicant(s) or Contact Person(s): Janis Fleet Title: President  
 Company (if applicable): Fleet & Associates Architects/Planners, Inc.  
 Mailing address: 11557 Hidden Harbor Way  
 City: Jacksonville State: Florida ZIP: 32223  
 Telephone: (904) 214-7999 FAX: (904) 214-9040 e-mail: jfleet@fleetarchitectsplanners.net

3. If the applicant is agent for the property owner\*  
 Name of Owner (titleholder): Wiggins Investments of North Florida Inc  
 Mailing address: 91 Branscomb Rd  
 City: Green Cove Springs State: Florida ZIP: 32043  
 Telephone: 904 214-7999 FAX: 904 214-9040 e-mail: joe@wigginslaw.net

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

**C. ADDITIONAL INFORMATION**

1. Is there any additional contact for sale of, or options to purchase, the subject property?  
 Yes  No If yes, list names of all parties involved:  
  
 If yes, is the contract/option contingent or absolute?  
 Contingent  Absolute


**D. ATTACHMENTS**

1. Statement of proposed change, including a map showing the proposed zoning change and zoning designations on surrounding properties
2. A current aerial map (Maybe obtained from the Clay County Property Appraiser.)
3. Plat of the property (Maybe obtained from the Clay County Property Appraiser.)
4. Legal description with tax parcel number.
5. Boundary survey
6. Warranty Deed or the other proof of ownership
7. Site Plan
8. Written Description
9. Binding Letter
10. Fee.
  - a. \$2,000 plus \$20 per acre
  - b. All applications are subject 10% administrative fee and must pay the cost of postage, signs, advertisements and the fee for any outside consultants.

No application shall be accepted for processing until the required application fee is paid in full by the applicant. Any fees necessary for technical review or additional reviews of the application by a consultant will be billed to the applicant at the rate of the reviewing entity. The invoice shall be paid in full prior to any action of any kind on the development application.

**All 10 attachments are required for a complete application. A completeness review of the application will be conducted within five (5) business days of receipt. If the application is determined to be incomplete, the application will be returned to the applicant.**

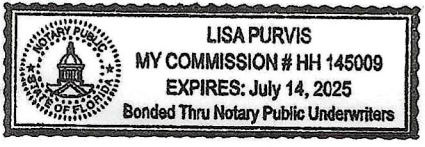
**I/We certify and acknowledge that the information contained herein is true and correct to the best of my/our knowledge:**


 _____ Signature of Applicant	_____ Signature of Co-applicant
<u>Janis K. Fleet Agent</u> _____ Typed or printed name and title of applicant	_____ Typed or printed name of co-applicant
<u>3/3/2022</u> _____ Date	_____ Date
State of <u>Florida</u>	County of <u>Nassau</u>

The foregoing application is acknowledged before me this 3rd day of March, 2022 by Janis

Fleet, who is/are personally known to me, or who has/have produced \_\_\_\_\_ as identification.

NOTARY SEAL



  
\_\_\_\_\_  
Signature of Notary Public, State of Florida

## **STATEMENT OF PROPOSED CHANGE**

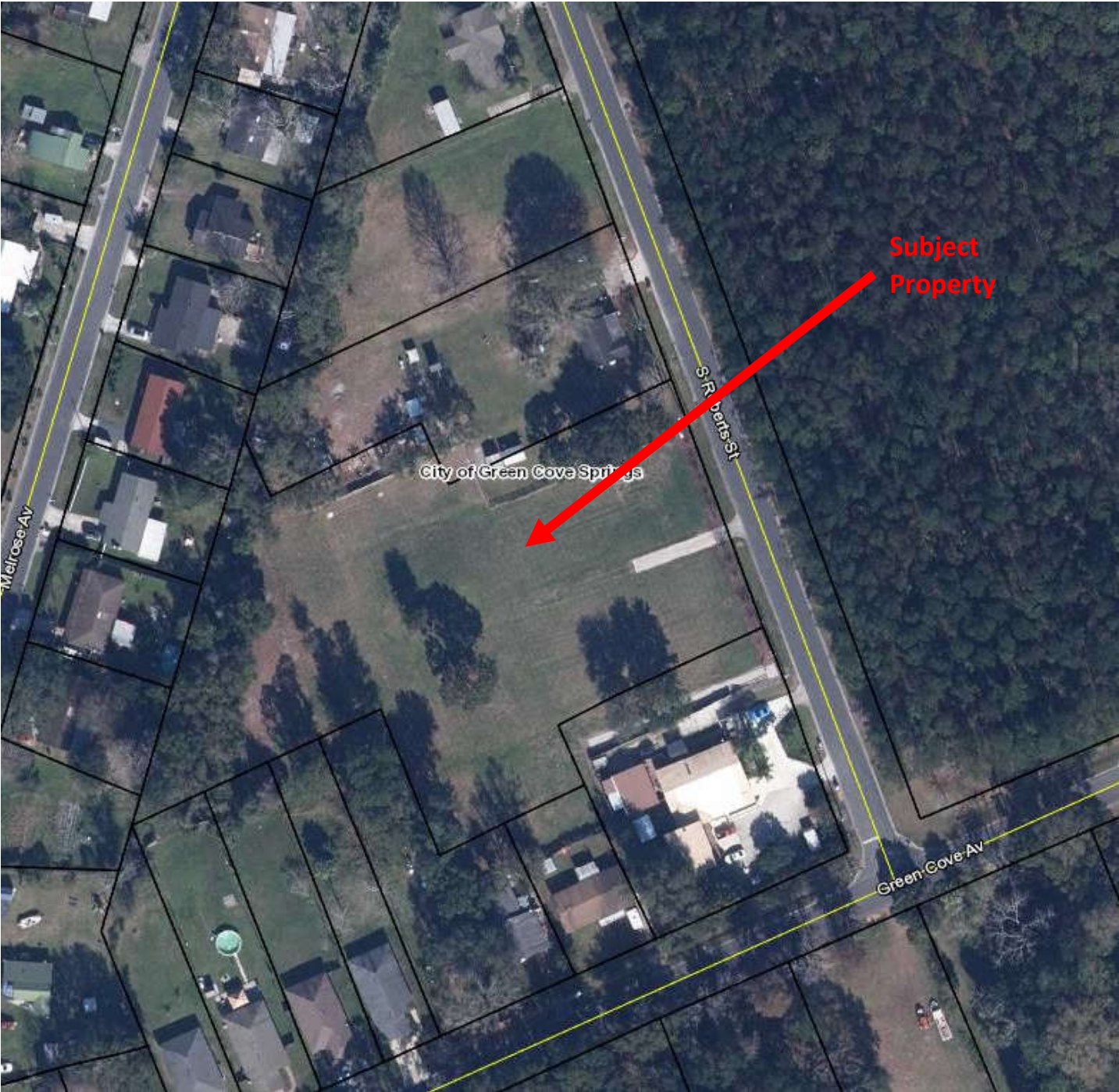
The Roberts Street – South PUD will allow the property to be developed for a multi-family development with 25 dwelling units. The development will provide variety of housing types on the site. The dwelling units will provide affordable rental housing for residents of Green Cove Springs.

The site is in the recently adopted Neighborhood Future Land Use Map (FLUM) category. The Neighborhood FLUM category allows up to 12 dwelling units per acre. The proposed PUD is in compliance with the Neighborhood FLUM category. The PUD will allow for 25 multi-family dwelling units to be developed on 2.11 acres.

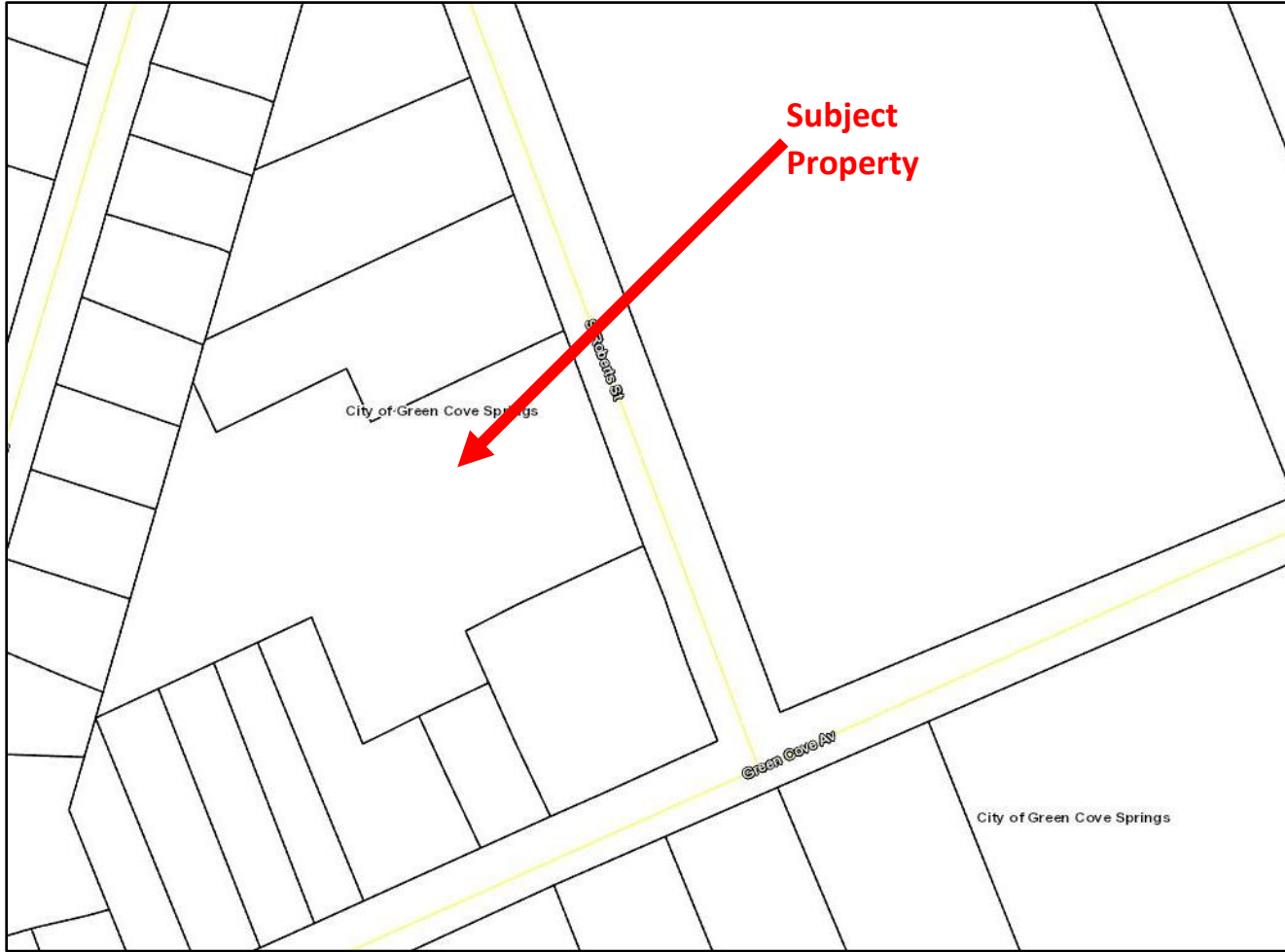
The proposed PUD allows a creative approach to the development of land that would not be allowed in the conventional R-2 or R-3 zoning category. It will accomplish a more desirable environment than would be possible through the strict application of the minimum requirements of the R-2 or R-3 zoning category. The PUD provides for 25 dwelling units with the required by an efficient use of land. The property will be developed with 17 townhouses with a 1 car garage and 8 one-bedroom units in an apartment building. It will enhance the appearance of the neighborhood by developing vacant property with a multi-family development, providing affordable housing options needed for residents of Green Cove Springs. The proposed development will be compatible with the residential character of this area of Green Cove Springs, which is has a variety of housing types, including multi-family west of the property. The development will improve the property values in the Roberts Street/Melrose area of Green Cove Springs.



# AERIAL



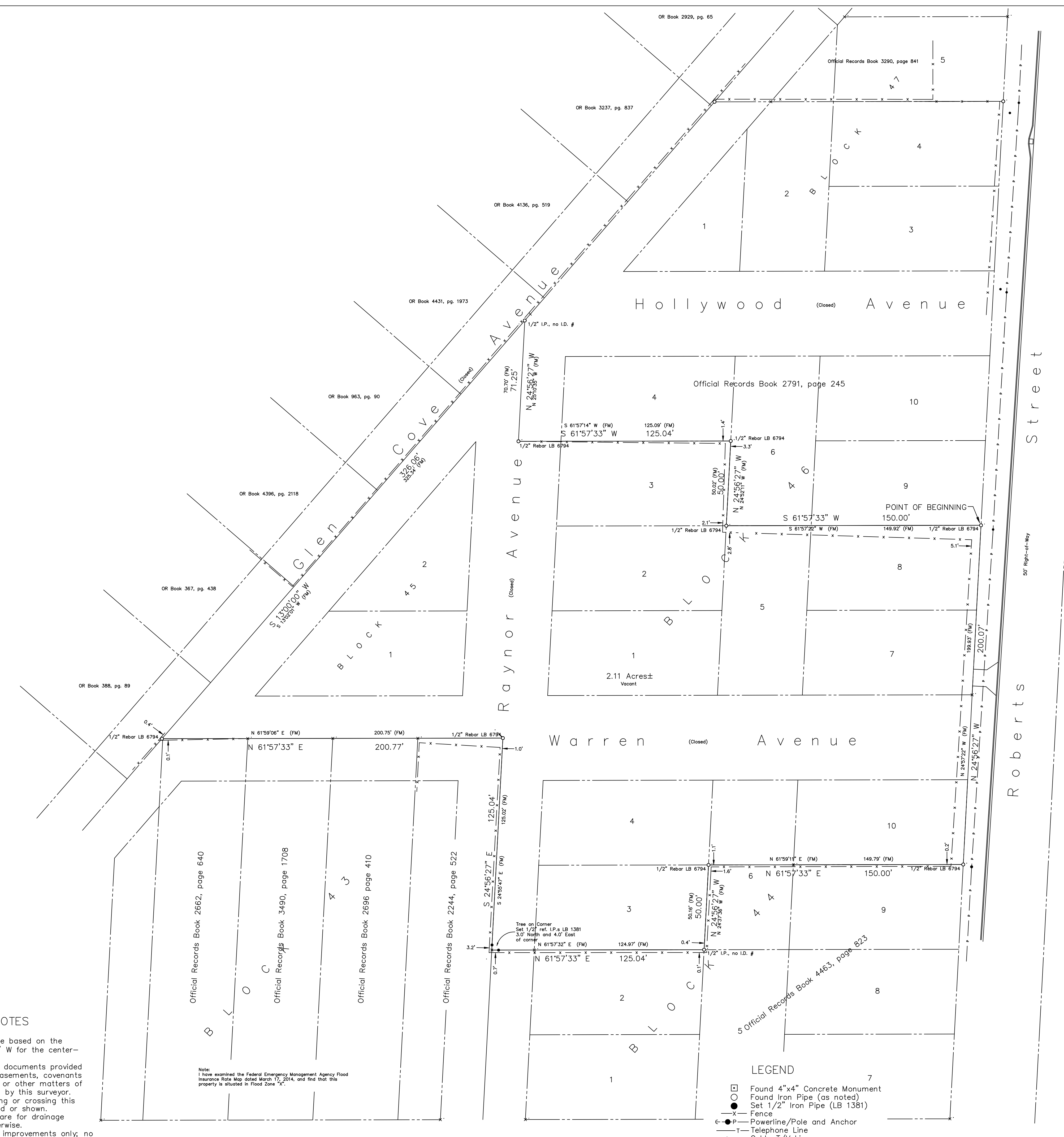
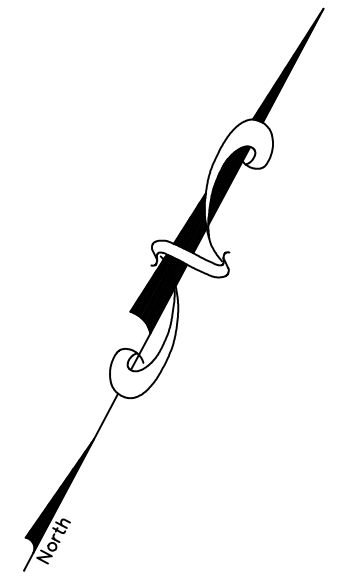
# PLAT MAP



# LEGAL DESCRIPTION

A parcel of land consisting of Lots 3, 4, 10 and the North 1/2 of Lot 6, Block 44, all of Block 45 and Lots 1, 2, 3, 5, 7 and 8, Block 46, IdleWild Park, Clay County, Florida, according to plat thereof recorded in Plat Book 2, page 62 of the public records of said county, together with a portion of Glen Cove Avenue, a portion of Raynor Avenue and a portion of Warren Avenue (closed by Resolution of the City of Green Cove Springs dated December 1, 1970), said parcel being more particularly described as follows:

Begin at the most northerly corner of said Lot 8, Block 46; thence on the northwesterly line thereof, and on the northwesterly line of said Lot 6, Block 46 run South 61 degrees 57 minutes 33 seconds West, 150.00 feet to the northeasterly line of said Lot 3, Block 46; thence on said northeasterly line, North 24 degrees 56 minutes 27 seconds West, 50.00 feet to the northwesterly line thereof; thence on said northwesterly line, and on a southwesterly extension thereof, South 61 degrees 57 minutes 33 seconds West, 125.04 feet to the centerline of Raynor Avenue; thence on said centerline, North 24 degrees 56 minutes 27 seconds West, 71.25 feet to the centerline of Glen Cove Avenue; thence on said centerline, South 13 degrees 00 minutes 00 seconds West, 326.06 feet to the centerline of Warren Avenue; thence on said centerline, North 61 degrees 57 minutes 33 seconds East, 200.77 feet to the centerline of said Raynor Avenue; thence on said centerline South 24 degrees 56 minutes 27 seconds East, 125.04 feet to a point on the southwesterly extension of the southeasterly line of said Lot 3, Block 44; thence on said extension on said southeasterly line, North 61 degrees 57 minutes 33 seconds East, 125.04 feet to the northeasterly line of said Lot 3, Block 44; thence on said northeasterly line, North 24 degrees 56 minutes 27 seconds West, 50.00 feet to the southeasterly line of the South 1/2 of said Lot 6, Block 44; thence on said southeasterly line, and on the southeasterly line of said Lot 10, Block 44, North 61 degrees 57 minutes 33 seconds East, 150.00 feet to the northeasterly line of said Lot 10; thence on said northeasterly line, and on a northwesterly extension thereof, North 24 degrees 56 minutes 27 seconds West, 200.07 feet to the point of beginning; being 2.11 acres, more or less, in area.



MAP SHOWING BOUNDARY SURVEY OF

A parcel of land consisting of Lots 3, 4, 10 and the North 1/2 of Lot 6, Block 44, all of Block 45 and Lots 1, 2, 3, 5, 7 and 8, Block 46, IdleWild Park, Clay County, Florida, according to plat thereof recorded in Plat Book 2, page 62 of the public records of said county, together with a portion of Glen Cove Avenue, a portion of Raynor Avenue and a portion of Warren Avenue (closed by Resolution of the City of Green Cove Springs dated December 1, 1970), said parcel being more particularly described as follows:

Begin at the most northerly corner of said Lot 8, Block 46; thence on the northwesterly line thereof, and on the northwesterly line of said Lot 6, Block 46 run South 61 degrees 57 minutes 33 seconds West, 150.00 feet to the northeasterly line of said Lot 3, Block 46; thence on said northeasterly line, North 24 degrees 56 minutes 27 seconds West, 50.00 feet to the northwesterly line thereof; thence on said northwesterly line, and on a southwesterly extension thereof, South 61 degrees 57 minutes 33 seconds West, 125.04 feet to the centerline of Raynor Avenue; thence on said centerline, North 24 degrees 56 minutes 27 seconds West, 71.25 feet to the centerline of Glen Cove Avenue; thence on said centerline, South 13 degrees 00 minutes 00 seconds West, 326.06 feet to the centerline of Warren Avenue; thence on said centerline, North 61 degrees 57 minutes 33 seconds East, 200.77 feet to the centerline of said Raynor Avenue; thence on said centerline South 24 degrees 56 minutes 27 seconds East, 125.04 feet to a point on the southwesterly extension of the southeasterly line of said Lot 3, Block 44; thence on said extension on said southeasterly line, North 61 degrees 57 minutes 33 seconds East, 125.04 feet to the northeasterly line of said Lot 3, Block 44; thence on said northeasterly line, North 24 degrees 56 minutes 27 seconds West, 50.00 feet to the southeasterly line of the South 1/2 of said Lot 6, Block 44; thence on said southeasterly line, and on the southeasterly line of said Lot 10, Block 44, North 61 degrees 57 minutes 33 seconds East, 150.00 feet to the northeasterly line of said Lot 10; thence on said northeasterly line, and on a northwesterly extension thereof, North 24 degrees 56 minutes 27 seconds West, 200.07 feet to the point of beginning; being 2.11 acres, more or less, in area.

Certified to: Wiggins Construction Company  
Date of survey: August 25, 2021

Scale 1" = 30'

GENERAL NOTES

- Bearings shown hereon are based on the assumed bearing of S 13°00'0" W for the centerline of Glen Cove Avenue.
- This survey was based on documents provided and was not abstracted for easements, covenants or restrictions, title, overlaps, or other matters of record, or matters unrecorded by this surveyor.
- Underground utilities serving or crossing this property have not been located or shown.
- Easements shown hereon are for drainage and utilities unless noted otherwise.
- This survey depicts visible improvements only; no underground improvements or footings were located.

Note:  
I have examined the Federal Emergency Management Agency Flood Insurance Rate Map dated March 17, 2014, and find that this property is situated in Flood Zone "X".

- LEGEND
- Found 4"x4" Concrete Monument
  - Found Iron Pipe (as noted)
  - Set 1/2" Iron Pipe (LB 1381)
  - Fence
  - Powerline/Pole and Anchor
  - Telephone Line
  - Cable T/V Line
  - Concrete Air Conditioner Pad
  - Concrete Elec. Transformer Pad

Not valid without the signature and the original raised seal of a Florida licensed surveyor and mapper.

*Harold T. Eiland*  
Harold T. Eiland  
License No. LS 2518

Eiland & Associates, Inc.  
Professional Surveyors & Mappers  
Certificate of Authorization No. LB 1381  
615 Blanding Boulevard  
Orange Park, Florida 32073  
Telephone 904-272-1000



Prepared by and return to:

Realty Title, Inc.  
35 Knight Boxx Road, #2  
Orange Park, Florida 32065

File Number: 11625

### General Warranty Deed

Made December 17, 2020 A.D. By **Bruno Jones and Christina L Jones, his wife**, whose address is 1763 Pickwick Pl, Fleming Island, Florida 32003, hereinafter called the grantor, to **Wiggins Investments of North Florida, Inc.**, a Florida corporation, whose post office address is: 91 Branscomb Road, Suite 17, Green Cove Springs, Florida 32043, hereinafter called the grantee:

(Whenever used herein the term "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

**Witnesseth**, that the grantor, for and in consideration of the sum of Ten Dollars, (\$10.00) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee, all that certain land situate in Clay County, Florida, viz:

See Attached Schedule "A"

Parcel ID Number: 38-06-26-017172-000-00 AND -01


**Together** with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

**To Have and to Hold**, the same in fee simple forever.

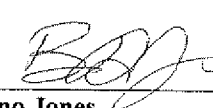
**And** the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to December 31, 2019.

**In Witness Whereof**, the said grantor has signed and sealed these presents the day and year first above written.

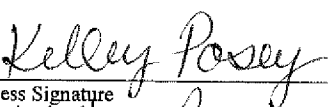
Signed, sealed and delivered in our presence:

Witness Signature 

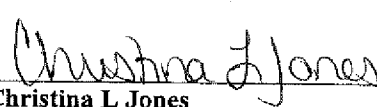
Witness Printed Name David M. Thrasher

 (Seal)

**Bruno Jones**  
Address: 1763 Pickwick Pl, Fleming Island, Florida 32003


Witness Signature 

Witness Printed Name Kelley Posey

 (Seal)

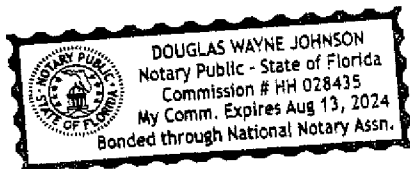
**Christina L Jones**  
Address: 1763 Pickwick Pl, Fleming Island, Florida 32003

State of Florida  
County of Clay

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this 17th day of December, 2020, by Bruno Jones, and Christina L Jones, who is/are personally known to me or who has produced  as identification.

Notary Public  
Print Name: \_\_\_\_\_

My Commission  
Expires: \_\_\_\_\_



Prepared by and return to:

Realty Title, Inc.  
35 Knight Boxx Road, #2  
Orange Park, Florida 32065

File Number: 11625

### "Schedule A"

A portion of Idlewild Park, according to plat recorded in Plat Book 2, Page 62 of the Public Records of Clay County, Florida, more particularly described as follows:

All of Block 44, Except Lots 1 and 2; Except Lots 5, 7, 8, 9 and the South 1/2 of Lot 6;

All of Block 45;

All of Block 46, Except Lots 4, 6, 9, 10;

All of Block 47, Except Lots 5 and 6, Also Excepting that portion of Lot 2, as conveyed by Deed recorded in Official Records Book 1144, Page 129.

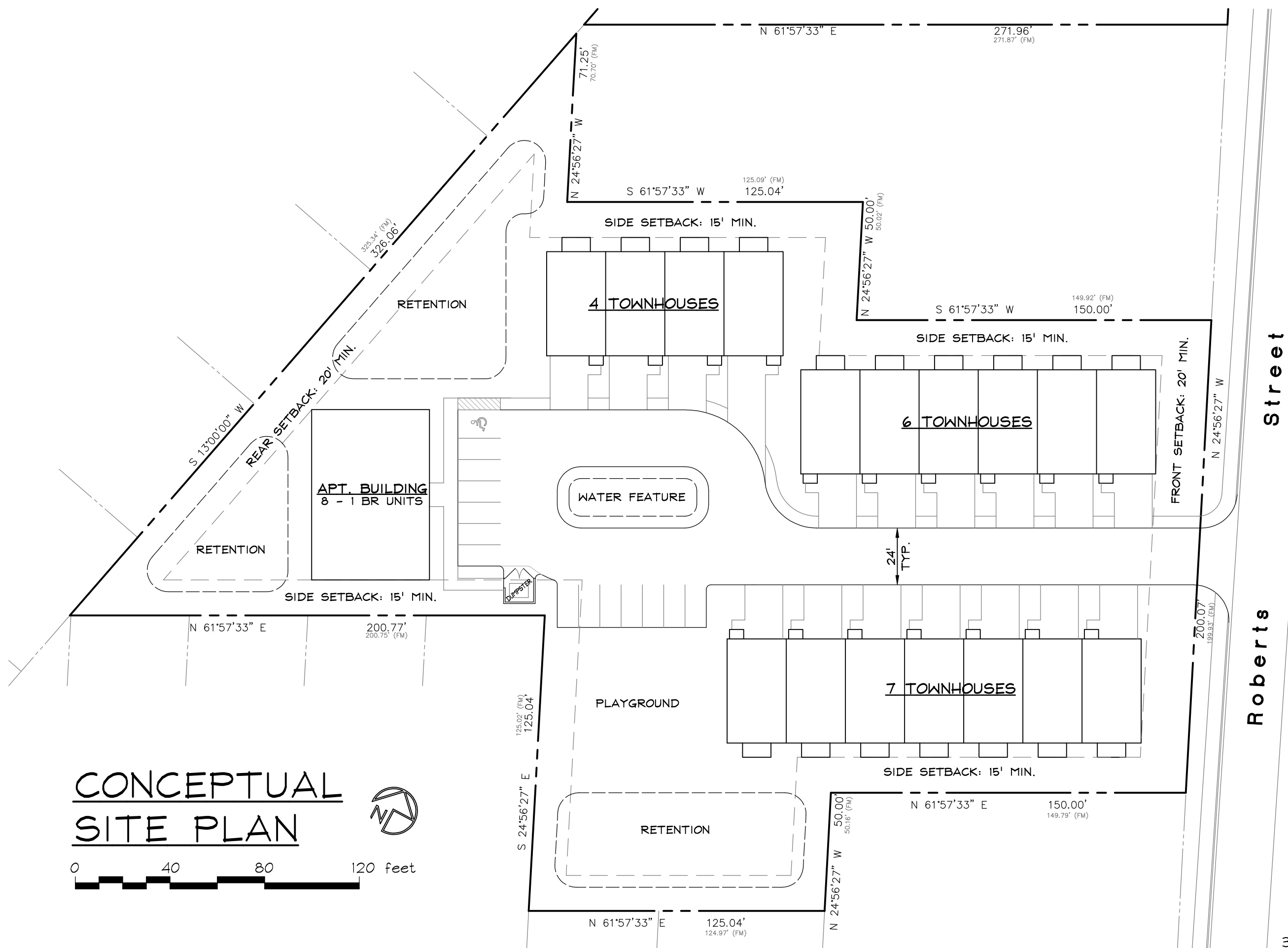
Together with portions of Glen Cove Avenue, Hollywood, Warren Avenue and Raynor Avenue as shown on the Plat of Idlewild Park, according to Plat recorded in Plat Book 2, Page 62 all of which were closed and vacated by resolution of the City of Green Cove Springs, Florida, dated December 1, 1970.

**ROBERTS STREET - SOUTH PUD**  
**Green Cove Springs, Florida**

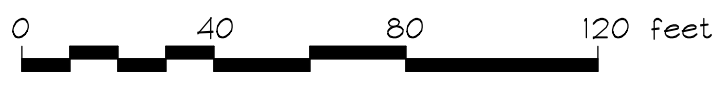


**FLEET & ASSOCIATES**  
 ARCHITECTS/PLANNERS, INC.  
 11557 Hidden Harbor Way - Jacksonville, FL 32223  
 (904) 666-7038  
 AA C001226

3/30/2022



**CONCEPTUAL**  
**SITE PLAN**



# **PUD Written Description**

## **ROBERT STREET PUD**

### **I. PROJECT DESCRIPTION**

Roberts Street PUD is a 2.11 acre development located on Roberts Street, north of Green Cove Avenue in the Roberts Roads/Melrose Avenue are of the City. The site is an irregular shaped parcel with frontage on Roberts Street. The parcel is vacant. The parcel is zoned R-2 and has a Future Land Use Map (FLUM) designation of Neighborhood, which allows for up to 12 dwelling units per acre. Without a PUD on the property, with the irregular shape of the property would limit its development potential. The PUD allows for flexibility in the housing types, with apartments and townhomes.

The PUD will allow for the development of 25 dwelling units. Access to the property will be from two driveways from Roberts Street. The parcel will be maintained under common ownership with rental dwelling units.

The project will develop a vacant property into a residential development at a density consistent with the Neighborhood FLUM category. It will provide affordable housing with a variety of housing type options to residents of Green Cove Springs. The development will increase the property values in the area.

### **II. USES AND RESTRICTIONS**

#### **A. Permitted Uses**

1. Multiple-family residential structures, including apartments, townhouses, cooperatives, and condominiums, without an attached garage, having no commercial businesses connected therewith.
2. Customary accessory buildings and structures provided they are in the rear yard and are not located in the setback area. The accessory buildings and structures shall not exceed 20 feet in height.
3. Temporary buildings used for construction purposes, for a period not exceeding the duration of the building permit.

#### **B. Uses by Special Exception**

1. Home Occupations

#### **C. Restrictions on Uses**

1. None

### **III. DESIGN GUIDELINES**

#### **A. Lot Requirements**

1. Minimum lot area – 10,000 square feet
2. Minimum lot width – 100 feet
3. Maximum lot coverage of buildings – 35%
4. Minimum front yard - 20 feet
5. Minimum side yard - 15 feet
6. Minimum rear yard -20 feet
7. Maximum height of structures – 35 feet

#### **B. Ingress, Egress and Circulation**

##### 1. Parking Requirements

- a. 2 spaces per dwelling unit.
- b. No attached garages for the apartment for the apartment building.

##### 2. Vehicular Access

- a. A 24 ft. common paved drive of asphalt or concrete from Roberts Street

##### 3. Pedestrian Access

- a. Existing sidewalk on Roberts Street
- b. Sidewalks provided on one side of the paved drive within the development.

#### **C. Signs**

1. No signs will be located on the property.

#### **D. Landscaping, Tree Mitigation, and Buffers**

1. Landscaping per Section 113-244 of the Land Development Regulations.

**E. Recreation and Open Space**

1. The lot will be sodded to create open space and a playground area will be developed to serve the residents of the development.

**F. Utilities**

1. Water will be provided by the City of Green Cove Springs
2. Sanitary sewer will be provided by the City of Green Cove Springs
3. Electric will be provided by the City of Green Cove Springs

**G. Wetlands**

1. There are no wetlands on the property.

Date: March 3, 2022

City of Green Cove Springs  
Development Services Department  
Green Cove Springs, Florida 32202

Re: Robert Street PUD

Ladies and Gentlemen:

You are hereby advised that the undersigned, owner of the above referenced property, being more particularly described in the PUD document attached hereto and by reference made a part hereof, hereby agrees to bind its successor(s) in title to development in accordance with:

(a) the site plan and the written description of the proposed development plan submitted with the rezoning application and

(b) any conditions set forth by the City Council of the City of Green Cove Springs in the rezoning ordinance. Owner also agrees to proceed with the development of the subject property in accordance with items

(a) and (b) above and will complete such development in accordance with the site plan approved by that ordinance. Provisions shall be made by written agreement for continuing operation and maintenance of all common areas and facilities that are not to be provided, operated, or maintained by the City of Green Cove Springs.

Sincerely,

Joseph B. Williams Sr  
Signature of Applicant

\_\_\_\_\_  
Signature of Co-applicant

Joseph B. Williams Sr  
Typed or printed name and title of applicant

\_\_\_\_\_  
Typed or printed name of co-applicant

3/4/22  
Date

\_\_\_\_\_  
Date

State of Florida County of Clay

The foregoing application is acknowledged before me this 4 day of March 2022 by

Joseph B. Williams Sr, who is/are personally known to me, or who has/have produced

\_\_\_\_\_  
as identification.

NOTARY SEAL

Brianna N. Wilson  
Signature of Notary Public, State of FL





## PROPERTY OWNER AFFIDAVIT

Owner Name: Wiggins Investments of North Florida Inc.	
Address: 91 Branscomb Road, Suite 17 Green Cove Springs, FL 32043	Phone: (904)214-7999
Agent Name: Janis Fleet	
Address: 11557 Hidden Harbor Way, Jacksonville, FL 32223	Phone: 904-666-7038
Parcel No.: 38-06-26-017172-000-01 and 38-06-26-017172-000-00	
Requested Action: Rezoning and Site Plan applications	

**I hereby certify that:**

I am the property owner of record. I authorize the above listed agent to act on my behalf for the purposes of this application.

Property owner signature: Joseph B. Wiggins Sr

Printed name: Joseph B. Wiggins Sr

Date: 3/4/22

The foregoing affidavit is acknowledged before me this 4 day of March, 2022, by Joseph B. Wiggins, who is/are

personally known to me, or who has/have produced \_\_\_\_\_

as identification.

NOTARY SEAL



Brianna N. Wilson  
Signature of Notary Public, State of \_\_\_\_\_