6	**AGENDA ITEM** **Planning & Zoning**
	Meeting

12/3/2026

MEETING DATE

TO: **Planning and Zoning Board Members** **DATE:** **November 17, 2026**

FROM: **Patrick Heekin, Planner** **PHONE:** **904 209-0669**

SUBJECT OR TITLE: **SUPMAJ 2026-18 Wildwood Enrichment Foundation Center**

AGENDA TYPE: **Business Item, Ex Parte Communication, Order, Report**

PRESENTER: **Tim Boehlein, JBPro**

BACKGROUND INFORMATION:

A request for a Special Use Permit to allow for a Nonprofit Community Family Resource Hub with unpaved parking in Open Rural (OR) zoning, meeting the general special use criteria of Land Development Code Section 2.03.01.A and Land Development Code 2.03.15.D; specifically located at 1774 Wildwood Drive.

SUGGESTED MOTION/RECOMMENDATION/ACTION:

APPROVE: Motion to approve SUPMAJ 2026-18 Wildwood Enrichment Foundation Center based upon eight (8) findings of fact and eight (8) conditions as provided in the Staff Report.
DENY: Motion to deny SUPMAJ 2026-18 Wildwood Enrichment Foundation Center based upon seven (7) findings of fact as provided in the Staff Report.

Growth Management Department
Planning Division Report
Application for Special Use Permit
SUPMAJ 2026-18 Wildwood Enrichment Foundation Center

To:	Planning and Zoning Agency
From:	Patrick Heekin, Planner
Date:	November 12, 2026
Subject:	**SUPMAJ 2026-18 Wildwood Enrichment Foundation Center,** a request for a Special Use Permit to allow for a Nonprofit Community Family Resource Hub with unpaved parking in Open Rural (OR) zoning, meeting the general special use criteria of Land Development Code Section 2.03.01.A and Land Development Code 2.03.15.D; specifically located at 1774 Wildwood Drive.
Applicant:	Tim Boehlein, JBPro
Owner:	Land Of Ode, LLC
Hearing Dates:	Planning and Zoning Agency – December 3, 2026
Commissioner District:	District 3

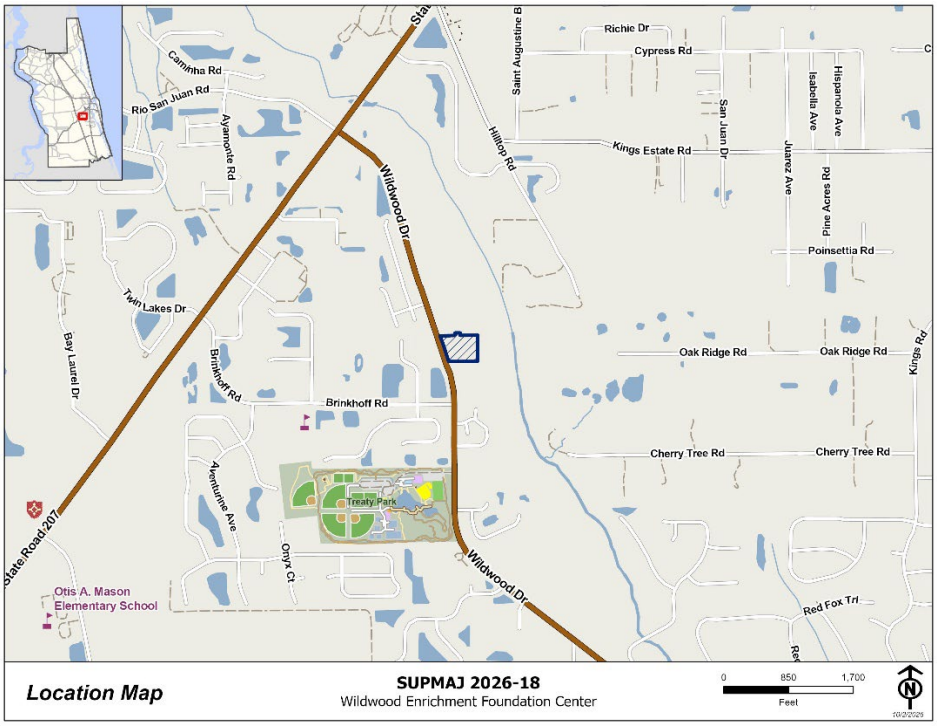
SUGGESTED MOTION/ACTION

APPROVE: Motion to approve **SUPMAJ 2026-18 Wildwood Enrichment Foundation Center** based upon eight (8) findings of fact and eight (8) conditions as provided in the Staff Report.

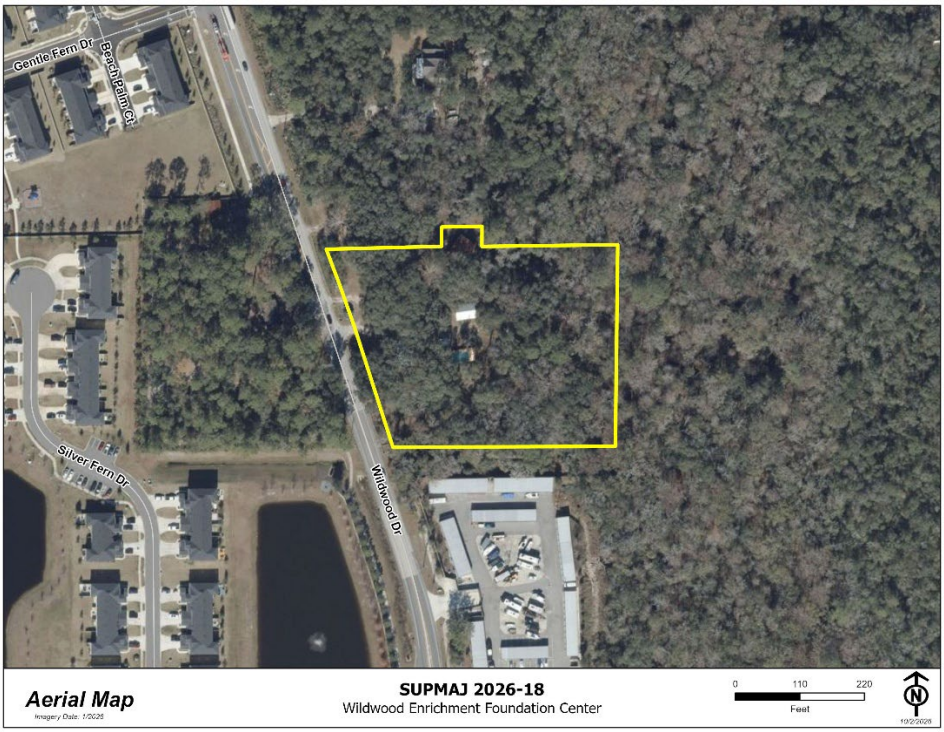
DENY: Motion to deny **SUPMAJ 2026-18 Wildwood Enrichment Foundation Center** based upon seven (7) findings of fact as provided in the Staff Report.

MAP SERIES

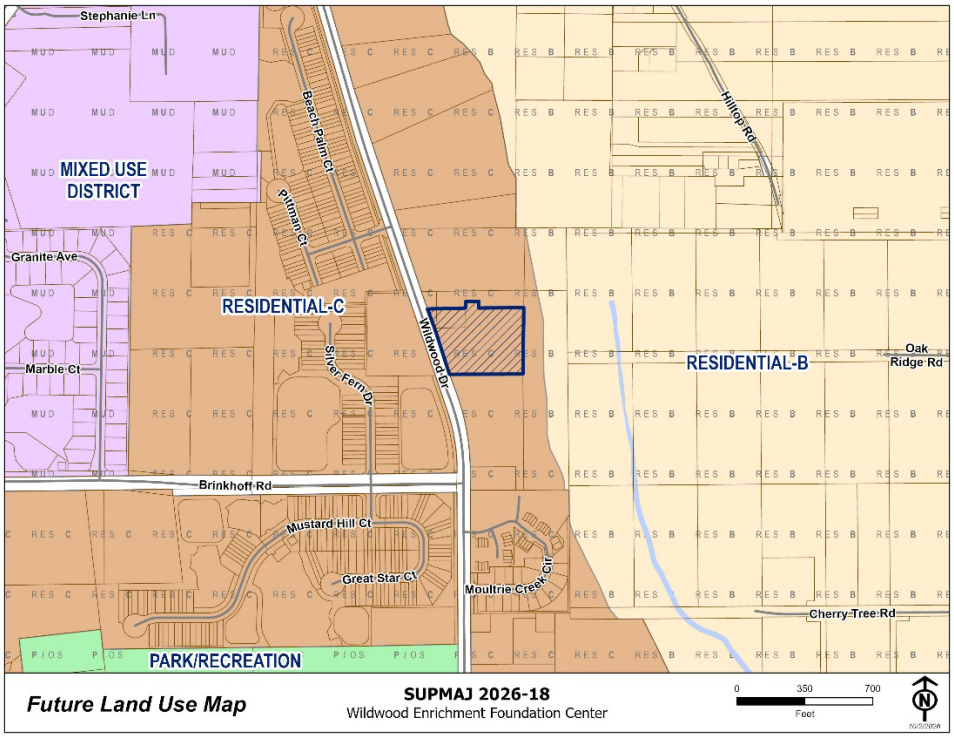
Location: The subject property is located on the eastern side of Wildwood Drive, just south of Wildwood's intersection with State Road 207 and just northeast of Treaty Park.



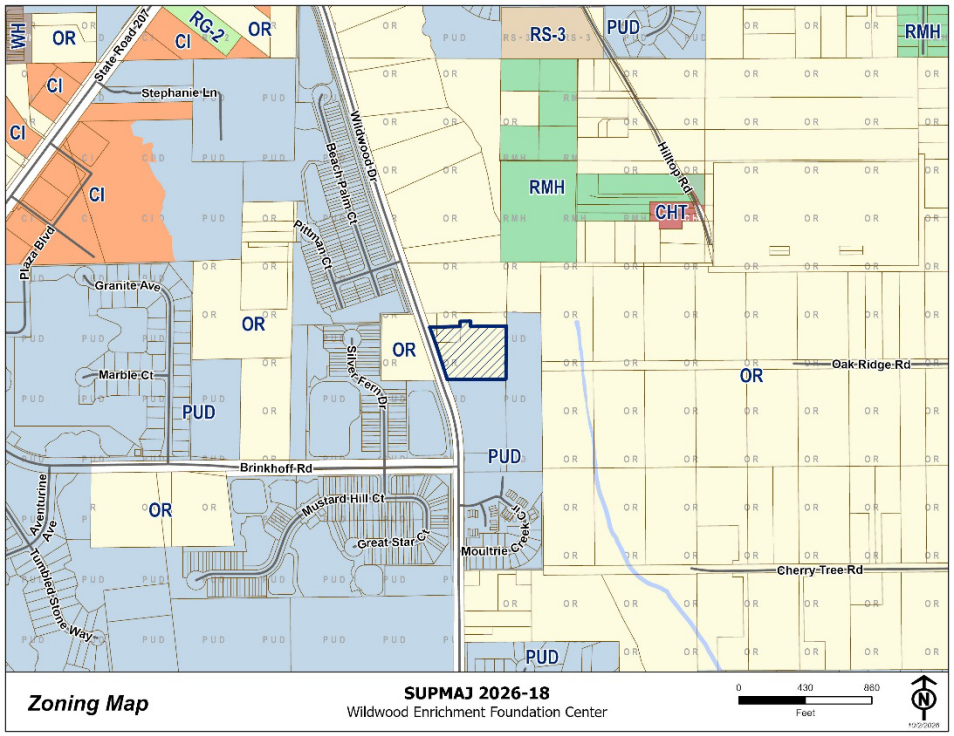
Aerial Imagery: The 3.41 acre subject property is currently improved with two single-family residences measuring approximately 1,364 & 1,257 SF respectively. Both residences were constructed in the 60's. Additionally, the property also contains structures such as a shop, a garage, and a pool.



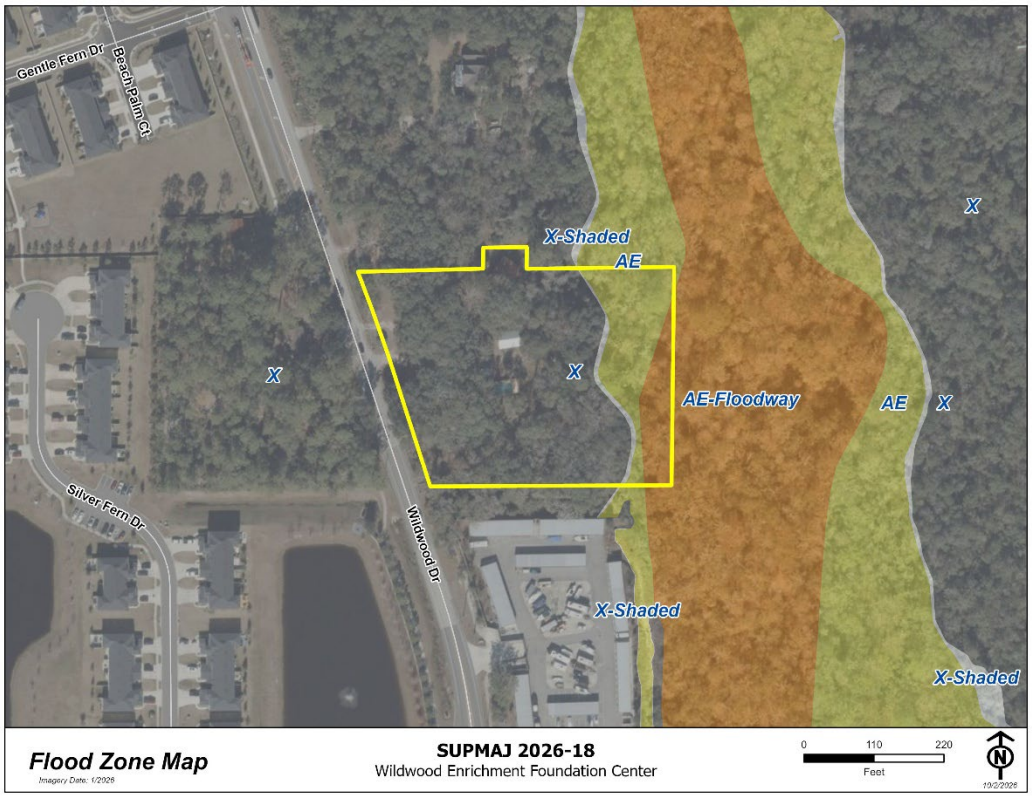
Future Land Use: The subject property and adjacent properties are designated Residential-C on the Future Land Use map. The surrounding area also contains properties designated Residential-B, Mixed Use District, and Park/Recreation.



Zoning District: The subject property is zoned Open Rural (OR). Properties in the surrounding area are zoned as Planned Unit Development (PUD), Residential, Mobile Home (RMH), Commercial Highway & Tourist (CHT), and Commercial Intensive (CI). A majority of properties to the east are also zoned OR.



Flood Zone: A The majority of the site is located within Flood Zone X. The eastern portion of the property is located within the Flood Zone AE and AE-Floodway.



APPLICATION SUMMARY

The applicant is requesting a Special Use Permit to allow for a Nonprofit Community Family Resource Hub and unpaved parking meeting the General Special Use Criteria of Land Development Code Section 2.03.01.A and Land Development Code Section 2.03.15.D. The site contains approximately 3.41 acres of land and is currently improved with five (5) structures and an in ground pool. The applicant asserts the following:

"*Wildwood Enrichment Foundation, Inc is a Florida-chartered, federally recognized 501(c)(3) nonprofit organization whose mission is to strengthen the greater St. Augustine community by creating activities, experiences, and resources that enrich learning, foster connection, and support families pursuing personalized approaches to education. The Foundation respectfully requests a Special Use Permit to operate a nonprofit community family resource hub at the subject property in furtherance of that charitable mission.*

The Proposed use is the establishment and operation of a part-time, community-oriented family resource hub and gathering space. This is not a school, daycare facility, childcare center, or commercial enterprise of any kind. The use is most closely analogous to a nonprofit community center, civic gathering space, or a family resource organization – operations of this nature are common throughout Florida and are regularly found compatible with rural and residential zoning districts.

Why This Is Not a School or Childcare Facility:

The Foundation does not hold itself out as a school, operate under a school designation, or seek DOE registration as a private school.

Families participating in the Foundation's programming retain full legal authority and responsibility for their children's personal education

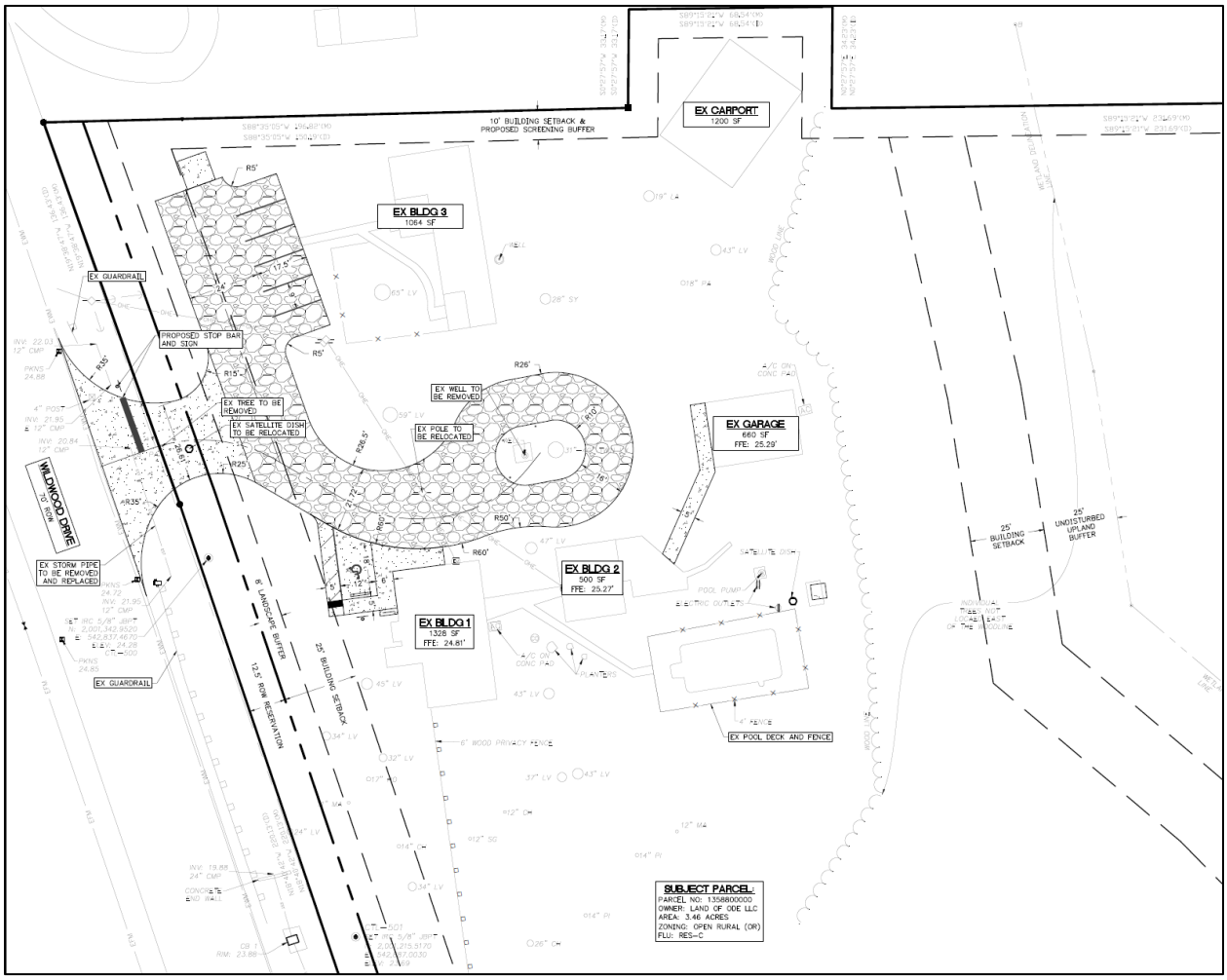
Programming is supplemental, voluntary, and community-based – not compulsory, credit-baring, or curriculum driven.

The Foundation operates analogously to a Boys & Girls Club, YMCA branch, or community enrichment nonprofit – not an educational institution.

No childcare licensing is sought or required: supervised gatherings of youth participants are Foundation-programmed community activities, not childcare arrangements as defined under F.S. 402.302 "

Below, staff provide the Applicant's site plan, in part, as well as the proposed use descriptions for each existing structure on the site. The applicant's full site plan can be found as **Exhibit B** in **Attachment 1**.

Proposed Site Plan (in part):



Proposed Site Plan Building Data (Item 9):

9. BUILDING DATA:

A. EX. BLDG 1:
THIS STRUCTURE WILL SERVE AS THE FOUNDATIONS PRIMARY COMMUNITY ROOM AND ACTIVITY SPACE. INTERIOR AREAS WILL BE ARRANGED TO ACCOMMODATE WORKSHOPS, GATHERINGS, ORGANIZATIONAL MEETINGS, AND ADMINISTRATIVE FUNCTIONS. NO STRUCTURAL MODIFICATIONS TO THE BUILDING'S FOOTPRINT ARE PROPOSED. INTERIOR PREPARATION WILL CONSIST OF FURNISHING THE SPACE WITH TABLES, SEATING, AND ACTIVITY SUPPLIES APPROPRIATE FOR COMMUNITY USE. THE FOUNDATION WILL PURSUE ANY REQUIRED CHANGE-OF-OCCUPANCY REVIEW WITH THE ST. JOHNS COUNTY BUILDING DEPARTMENT PRIOR TO COMMENCING PROGRAMMING.

B. EX. BLDG 2:
THIS EXISTING OUTBUILDING WILL BE USED FOR STORAGE OF FOUNDATION SUPPLIES, EQUIPMENT, AND MATERIALS, AND WILL NOT SERVE AS AN ACTIVITY SPACE FOR PARTICIPANTS. NO STRUCTURAL MODIFICATIONS ARE PROPOSED.

C. EX. BLDG 3:
THIS EXISTING BUILDING WILL NOT BE USED BY THE FOUNDATION FOR ANY PARTICIPANT-RELATED ACTIVITIES AND WILL SOLELY BE USED AS A STORAGE SPACE FOR STAFF.

D. GARAGE:
THE GARAGE WILL BE USED FOR STORAGE OF FOUNDATION SUPPLIES, EQUIPMENT, AND MATERIALS, AND MAY ALSO SERVE AS A SUPPLEMENTAL ACTIVITY SPACE FOR SMALLER-GROUP WORKSHOPS OR OUTDOOR-ADJACENT PROGRAMMING. NO STRUCTURAL MODIFICATIONS ARE PROPOSED. THE FOUNDATION WILL PURSUE ANY REQUIRED CHANGE-OF-OCCUPANCY REVIEW WITH THE ST. JOHNS COUNTY BUILDING DEPARTMENT PRIOR TO COMMENCING PROGRAMMING.

E. CARPORT:
THIS OPEN-AIR CARPORT WILL BE USED AS A SUPPLEMENTAL SPACE FOR FOUNDATION-RELATED ACTIVITIES INCLUDING SEVERAL PICNIC TABLES.

F. POOL AREA:
THE EXISTING POOL AREA IS NOT PROPOSED FOR USE BY THE FOUNDATION AND WILL NOT BE UTILIZED FOR ANY FOUNDATION-RELATED ACTIVITIES. THE EXISTING POOL IS CURRENTLY ENCLOSED BY A 4-FOOT-HIGH WOODEN FENCE WITH A SELF-CLOSING AND LATCHING GATE. THE FOUNDATION WILL ENSURE THAT APPROPRIATE SAFETY PRECAUTIONS ARE MAINTAINED AND IMPLEMENTED BY STAFF TO PREVENT UNAUTHORIZED ACCESS TO THE POOL AREA.

APPLICABLE CODE SECTIONS

Article XII, Definitions

Special Use: Means a Use that would not be appropriate, generally or without restriction, throughout a zoning division or district but which if controlled as to number, area, location, or in relation to the neighborhood, would promote the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity, or the general welfare. Such Uses may be permissible in a zoning classification or district upon the granting of a Special Use and meeting the requirements of this Code.

LDC, Part 2.03.00 - Allowable and Special Uses (provided in part)

The Special Uses contained in this Part shall be considered and approved, approved with conditions, or denied in accordance with the requirements of this Code Part 9.01.00 for the issuance of Development Permits. The following Special Uses if allowed in a zoning district according to Section 2.02.02 and identified in Section 2.03.01 or allowed in this Part by reference to a zoning district may only be permitted upon demonstration of compliance with all of the requirements of this Part.

It is not possible to list each specific Use allowed by right or through Special Use review. The intent is to provide a sufficient number of illustrative or representative Special Uses and to allow other Special Uses to be assigned to a category as they are proposed in a zoning district. If a Use is proposed that is not specifically listed or described as allowable by right or by Special Use, and is not specifically prohibited, such use may be reviewed and approved by Special Use Permit to ensure that any adverse impacts can be and are mitigated. Some uses may be allowed by right if very similar to a use listed by right in the corresponding zoning district. However, if such Use is not closely matched to an existing Use, then it must meet at a minimum Section 2.03.01.A in addition to the criteria of the most similar Special Use. This determination will be rendered by the County Administrator and/or designee.

LDC, Sec. 2.03.01.A - General Provisions on Special Uses

A Special Use shall be approved by the Planning and Zoning Agency only upon determination that the application and evidence presented establish that:

1. The Special Use can be granted without substantial detriment to the public good and will not substantially impair the intent and purpose of the St. Johns County Comprehensive Plan or this Code;

2. The Use is compatible with the contiguous and surrounding area and will not impose an excessive burden or have a substantial negative impact on surrounding or adjacent Uses or on community facilities or services; and

3. If access is provided by a street maintained by the Florida Department of Transportation (FDOT) a copy of the results of a pre-application meeting with FDOT is required unless otherwise deemed not necessary by the County Administrator; and

4. The Use, which is an Unlisted Special Use in the district in which it is proposed to be located, complies with all required regulations and standards of this Article II, unless greater or more stringent regulations are contained or provided in the Comprehensive Plan or elsewhere in this Code for the Special Use.

Applicant Overall Response: *"The Foundation's community programming is a small-scale, supervised, nonprofit operation serving families in the greater St. Augustine area. All activities are conducted by or under the continuous on-site supervision of Foundation staff and designated adult volunteers. No hazardous materials, industrial processes, or conditions threatening public health or safety are involved in any aspect of the proposed use. The Foundation's 501(C)(3) status reflects its commitment to public benefit and community service – purposes that are by definition oriented toward the welfare of the public, not detrimental to it.*

Youth participant safety is a foundational priority of the Foundation's operations. The Foundation will maintain written safety, supervision, and emergency response policies governing all gatherings, and will carry appropriate general liability insurance coverage. These safeguards exceed what is required of many comparable community uses."

LDC, Part 2.03.15.D – Unpaved Parking Lots

Unpaved parking lots and Vehicle Use Areas may be permitted as a Special Use in all districts provided

1. The parking lot and Vehicle Use Area is stabilized with materials such as coquina, crushed stone, or gravel in a manner acceptable to the County Administrator, or designee.

2. The Use being served has no daily public traffic.

3. The access apron leading from the unpaved parking lot and Vehicle Use Area into a County or State maintained roadway shall be paved as to not damage the roadway.

4. Regardless of the unpaved parking lot and Vehicle Use Areas, parking stall dimensions, access aisles, and curb ramps for handicap accessible spaces shall be designed to meet the standards of the Florida Accessibility Code for Building Construction. Unpaved parking lots and Vehicle Use Areas shall be considered impervious for drainage approval.

DEPARTMENTAL REVIEW

The Planning and Zoning Division has routed this request to all appropriate reviewing departments. There are no open comments.

Office of the County Attorney Review: Applicant bears the burden of demonstrating by competent substantial evidence that the request meets the general standards of LDC section 2.03.01 as well as any specific standards required by that special use. The Agency may consider competent substantial evidence that the general or specific standards are not met and is, in fact, adverse to the public interest. Special Uses are uses, if the specific conditions are met, that would be allowable unless there is a determination that the use would adversely affect the public interest. Pursuant to LDC section 2.03.01.F, the Agency may prescribe appropriate conditions to mitigate for any evidenced incompatibility and to assure that potential adverse and negative effects are avoided.

Per LDC 2.03.01.C: A detailed site plan, drawn to scale, shall show the location and dimensions of all existing and proposed structures and other improvements and setbacks of same, signs, and provisions for off-street parking is required. The plan shall become a condition upon which the permits is permitted and any change or addition shall constitute a violation of the special use approval unless such change is submitted to and approved by the Planning and Zoning Agency.

As required by Section 2.03.01.D, the Special Use must be compatible with the adjacent and surrounding land uses. Land uses, as defined in Chapter 163, Part II, Florida Statutes ("Growth Management Act") include, but are not limited to, permitted Uses, Structures, and activities allowed within the land use category or implementing zoning district. Compatibility means a condition in which land uses or conditions can co-exist in relative proximity to each other in a stable fashion over time such that no Use or condition is unduly negatively impacted directly or indirectly by another Use or condition. The compatibility of land uses is dependent on numerous characteristics which may impact adjacent or surrounding Uses. These include: type of Use, density, intensity, height, general appearance and aesthetics, odors, noise, smoke, dust, vibration, traffic generation, sanitation, litter, drainage, risk of fire, air quality, protection of Listed Species or Essential Habitat, maintenance of public infrastructure, availability of potable water and other necessary public services, and nuisances.

Technical Division Review: The applicant has included a Special Use request for Unpaved Parking as outlined in Section 2.03.05.D of the LDC since the site does not meet the general uses allowed for unpaved parking under Section 6.08.42. The proposed site will utilize standard paved driveway entry for ingress and egress, while using stabilized but unpaved parking spaces and access aisle. All accessible parking and related aisles will be paved in accordance with current ADA standards. The proposed site, including all paved and unpaved access and parking, will be treated by an on-site engineered stormwater management facility.

Planning and Zoning Division Review: Review by Planning staff found that the subject property has a current zoning of Open Rural (OR) with a Future Land Use designation of Residential-C (RES-C). The site is currently improved with multiple structures, including two single-family residences. The first single-family residence, which will be the primary use structure of the proposed Community Resource Center is approximately 1,364 square feet and was constructed in 1964. The second single-family structure measures approximately 1,257 square feet and is proposed to be a storage area for the Foundation's staff and will not be used by members of the public. Additionally, as illustrated by the proposed site plan, the site also includes a 660 square foot garage, 1,200 square foot carport, 500 square foot ancillary building, and swimming pool. Of

these existing structures, the Applicant's site plan states that both the garage and carport are spaces which will be utilized by the public for activities and programs.

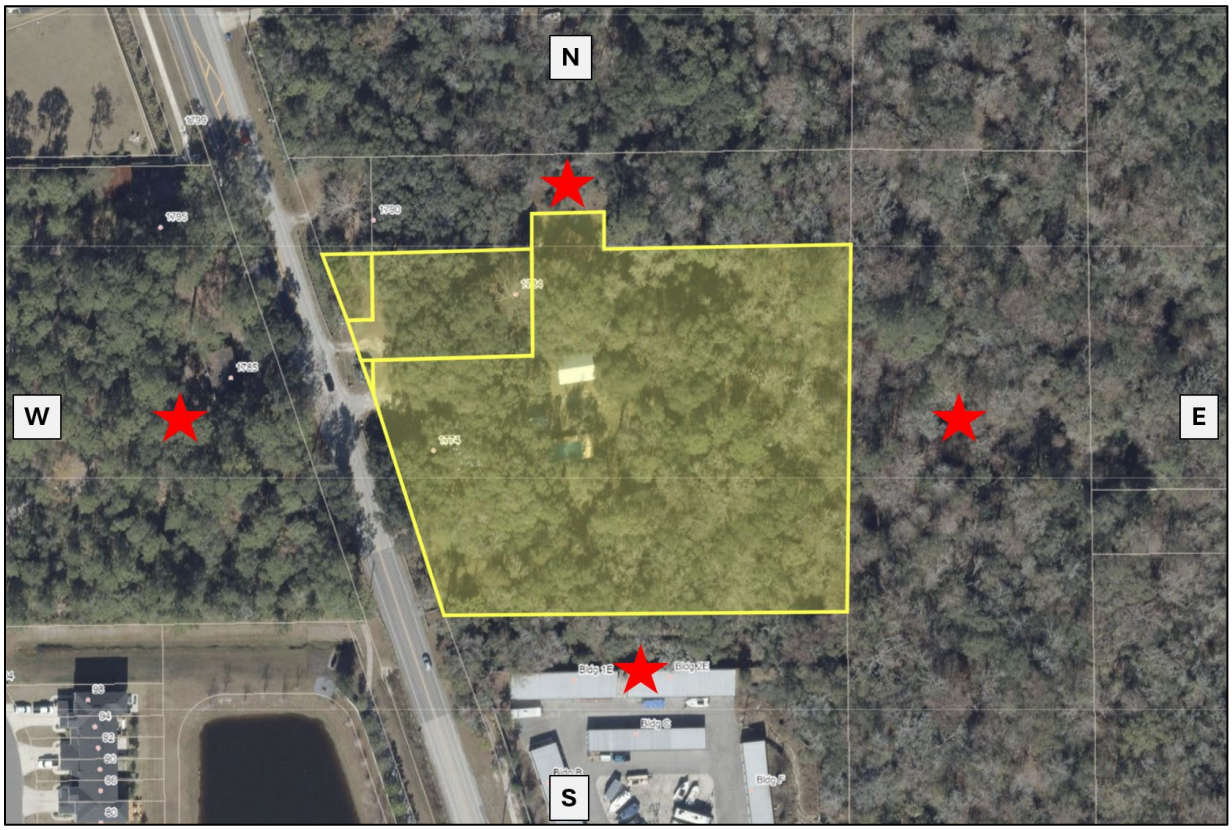
Regarding the proposed Special Use, in St. Johns County a *Nonprofit Community Family Resource Hub* is not listed as a specific use type within the Land Development Code; therefore, the use is reviewed as an Unlisted Special Use and requires special use approval. Additionally, the Special Use request incorporates leaving the proposed Community Hub's parking unpaved in pursuant to LDC Section 2.03.15.D. A review of the surrounding area found that the subject property is located along a portion of Wildwood Drive that is developed with several residential developments including the Treaty Grounds PUD and the Orchard Park PUD. A self-storage facility is located directly to the south of the subject property. Treaty Oaks Preparatory Academy, a K-8 Charter School, and Treaty Oaks Park are located to the southwest of the subject property. Overall, the proposed use of Community Center appears to be consistent with the development pattern of the surrounding area.

Planning Staff has provided Compatibility Figures 1 & 2 for the subject property and the proposed Community Family Resource Hub in comparison with the adjacent properties. **Figure 1** provides a compatibility analysis of adjacent lands while **Figure 2** is an aerial highlighting the immediate surrounding properties.

Figure 1: Compatibility Analysis

Criteria	Subject Property	North	East	South	West
Property / Area	1774 Wildwood Drive	1 site at 1 acre	PUD is 9.7 acres	PUD is 9.7 acres	1 site at 2.76 acres
Zoning	OR	OR	PUD	PUD	OR
FLUM	RES-C	RES-C	RES-B & C	RES-B	RES-B
Current / Proposed Use	Currently listed Residential, Single Family; Applicant proposes Nonprofit Community Resource Hub	Residential	Vacant; Unimproved	Mini/Personal Warehousing	Residential (2 mobile homes)

Figure 2: Compatibility Map



CORRESPONDENCE/PHONE CALLS

Staff have received no correspondence or phone calls regarding this request as of the writing of this Staff Report.

FINDINGS/ACTION

Staff offers eight (8) findings of fact and eleven (8) conditions to support a motion to approve or seven (7) findings of fact to deny. These findings may be subject to other competent substantial evidence received at the quasi-judicial public hearing.

ATTACHMENTS

1. Supporting Documents
2. Draft Final Orders

SUGGESTED MOTION / FINDINGS / CONDITIONS TO APPROVE REQUEST

Motion to approve **SUPMAJ 2026-18 Wildwood Enrichment Foundation Center**, a request for a Special Use Permit to allow for a Nonprofit Community Family Resource Hub with unpaved parking in Open Rural (OR) zoning, meeting the general special use criteria of Land Development Code Section 2.03.01.A and Land Development Code 2.03.15.D; specifically located at 1774 Wildwood Drive; subject to the following findings and conditions:

SUGGESTED FINDINGS

1. The Special Use can be granted without substantial detriment to the public good and will not substantially impair the intent and purpose of the St. Johns County Comprehensive Plan or Land Development Code.
2. The Use is compatible with the contiguous and surrounding area and will not impose an excessive burden or have a substantial negative impact on surrounding or adjacent uses or on community facilities or services.
3. The Use, which is listed as an Unlisted Use in the Open Rural (OR) Zoning District, complies with all required regulations and standards of Article II of the Land Development Code.
4. The request is in compliance with Section 2.03.01.A, Section 2.03.15.D and Article XII of the Land Development Code.
5. The request is not in conflict with the Future Land Use Map designation of Residential-C (RES-C).
6. The requested Use, although not generally appropriate or without restriction throughout the zoning district, when controlled as to the number, location and relationship to the neighborhood, promotes the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity, or the general welfare of the residents of the area.
7. The requested Use is not in conflict with the development patterns of the area.
8. The applicant, at the public hearing, has stated no objections to the proposed conditions.

SUGGESTED CONDITIONS

1. The Special Use Permit is granted to Land of Ode LLC doing business at 1774 Wildwood Drive and shall be non-transferable to any other location or entity.
2. Approval is granted as outlined on the Site Plan labeled as **Exhibit B** submitted by the applicant and made a part of this application.
3. Applicant agrees that St. Johns County may inspect the site for compliance with the Final Order and all other relevant requirements at any time the Special Use is being exercised.
4. This approval of the Special Use Permit may be revoked by the County Administrator or designee, in his/her sole discretion, upon a determination of violation of the conditions set forth herein or a violation of Federal, State, or Local law or regulation. Appeals of decisions by the County Administrator or designee to revoke the Special Use Permit may be appealed to the Board of County Commissioners.
5. The Special Use Permit shall be commenced within one (1) year of the signing of the Final Order; otherwise, all rights granted herein shall be null and void. Commencement shall be defined as issuance of a Development Permit from the Development Review Division of St. Johns County Growth Management.

6. The Special Use Permit is granted under the condition of continual use. A Special Use Permit that, once commenced, remains idle, discontinued or unused for a continuous period of one (1) calendar year shall no longer be valid and all rights granted herein shall become null and void.
7. Approval of the Special Use Permit does not release the project from adherence to all relevant requirements of the St. Johns County Land Development Code, Comprehensive Plan, Florida Building Code, and any other Agency having jurisdiction.
8. The application, supporting documents, conditions and limitations offered within the application and at the public hearing by the applicant (or representative) will be incorporated herein and shall become part of the Final Order, except as may be modified by preceding conditions and limitations.

(Additional conditions may be added as a result of the public hearing)

SUGGESTED MOTION / FINDINGS TO DENY REQUEST

Motion to deny **SUPMAJ 2026-18 Wildwood Enrichment Foundation Center**, to allow for a Nonprofit Community Family Resource Hub with unpaved parking in Open Rural (OR) zoning, meeting the general special use criteria of Land Development Code Section 2.03.01.A and Land Development Code 2.03.15.D; specifically located at 1774 Wildwood Drive; subject to the following findings:

SUGGESTED FINDINGS

1. The Special Use cannot be granted without substantial detriment to the public good and will substantially impair the intent and purpose of the St. Johns County Comprehensive Plan or Land Development Code.
2. The Use is not compatible with the contiguous and surrounding area and will impose an excessive burden or have a substantial negative impact on surrounding or adjacent uses or on community facilities or services.
3. The Use, which is listed as an Unlisted Use in the Open Rural (OR) Zoning District, does not comply with all required regulations and standards of Article II of the Land Development Code.
4. The request is not in compliance with Section 2.03.01.A, Section 2.03.15.D and Article XII of the Land Development Code.
5. The request is in conflict with the Future Land Use Map designation of Residential-C (RES-C).
6. The requested Use does not promote the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity, or the general welfare of the residents of the area.
7. The requested Use is in conflict with the development patterns of the area.

(The Board may choose any or all of the above Findings or may provide additional Findings to support the motion.)

ATTACHMENT 1

RECORDED DOCUMENTS SECTION

BEGIN DOCUMENTS
TO BE RECORDED

ORDER
ST. JOHNS COUNTY, FLORIDA
PLANNING AND ZONING AGENCY

RE:	Tim Boehlein 3530 NW 43rd Street Gainesville, FL 32606
FILE NUMBER:	SUPMAJ 2026-18
LEGAL:	Exhibit A
SITE PLAN:	Exhibit B
PARCEL ID:	135880-0000 & 135900-0000
DATE OF HEARING:	December 3, 2026

ORDER GRANTING SPECIAL USE APPROVAL

The above referenced application for a Special Use Permit to allow for a Nonprofit Community Family Resource Hub with unpaved parking in Open Rural (OR) zoning, meeting the general special use criteria of Land Development Code Section 2.03.01.A and Land Development Code 2.03.15.D; specifically located at 1774 Wildwood Drive; came before the Planning & Zoning Agency for a public hearing on December 3, 2026.

FINDINGS OF FACT

Having considered the application, along with supporting documents; the Staff report prepared by staff; statements by the applicant; and all evidence presented during public hearing, the Agency finds as follows:

1. The Special Use can be granted without substantial detriment to the public good and will not substantially impair the intent and purpose of the St. Johns County Comprehensive Plan or Land Development Code.

2. The Use is compatible with the contiguous and surrounding area and will not impose an excessive burden or have a substantial negative impact on surrounding or adjacent uses or on community facilities or services.

3. The Use, which is listed as an Unlisted Use in the Open Rural (OR) zoning district, complies with all required regulations and standards of Article II of the Land Development Code.

4. The request is in compliance with Section 2.03.01.A, Section 2.03.15.D and Article XII of the Land Development Code.

5. The request is not in conflict with the Future Land Use Map designation of Residential-C (RES-C).

6. The requested Use, although not generally appropriate or without restriction throughout the zoning district, when controlled as to the number, location and relationship to the neighborhood, promotes the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity, or the general welfare of the residents of the area.

7. The requested Use is not in conflict with the development patterns of the area.

8. The applicant, at the public hearing, has stated no objections to the proposed conditions.

NOW THEREFORE, based on the said Findings of Fact, the Agency hereby grants a Special Use Permit to allow for a Nonprofit Community Family Resource Hub with unpaved parking in Open Rural (OR) zoning, meeting the general special use criteria of Land Development Code Section 2.03.01.A and Land Development Code 2.03.15.D; specifically located at 1774 Wildwood Drive; subject to the following conditions:

1. The Special Use Permit is granted to Land of Ode LLC doing business at 1774 Wildwood Drive and shall be non-transferable to any other location or entity.

2. Approval is granted as outlined on the Site Plan labeled as **Exhibit B** submitted by the applicant and made a part of this application.

3. Applicant agrees that St. Johns County may inspect the site for compliance with the Final Order and all other relevant requirements at the time the Special Use is being exercised.

4. This approval of the Special Use Permit may be revoked by the County Administrator or designee, at his/her sole discretion, upon a determination of violation of the conditions set forth herein or a violation of any Federal, State or Local law or regulation. Appeals of decisions by the County Administrator or designee to revoke the Special Use Permit may be appealed to the Board of County Commissioners.

5. The Special Use Permit shall be commenced within one (1) year of the signing of the Final Order; otherwise, all rights granted herein shall be null and void. Commencement shall be defined as issuance of a Development Permit from the Development Review Division of St. Johns County Growth Management.

6. The Special Use Permit is granted under the condition of continual use. A Special Use Permit that, once commenced, remains idle, discontinued or unused for a continuous period of one (1) calendar year shall no longer be valid and all rights granted herein shall become null and void.

7. Approval of the Special Use Permit does not release the project from adherence to all relevant requirements of the St. Johns County Land Development Code, Comprehensive Plan, Florida Building Code, and any other Agency having jurisdiction.

8. The application, supporting documents, conditions and limitations offered within the application and at the public hearing by the applicant (or representative) will be incorporated herein and shall become part of the Final Order, except as may be modified by preceding conditions and limitations.

This decision may be appealed to the St. Johns County Board of County Commissioners within thirty (30) days of the signing of this Order, pursuant to Section 9.07.03 of the Land Development Code.

Deed Restrictions, if any, are not affected by the actions of the Agency or this Order.

All applicable state or federal permits must be obtained before commencement of the development. Issuance of a development permit or development order by a county does not in any way create any rights on the part of the applicant to obtain a permit from a state or federal agency and does not create any liability on the part of the county for issuance of the permit if the applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law.

DATED THIS _____ DAY OF _____, 2026.

PLANNING AND ZONING AGENCY OF ST. JOHNS COUNTY FLORIDA

_____

Chair/Vice-Chair

The undersigned Clerk to the Planning and Zoning Agency of St. Johns County, Florida certifies that the above Order of the Planning and Zoning Agency is a true and correct rendition of the Order adopted by said Agency as the same appears in the record of the Planning and Zoning Agency minutes.

_____

Clerk, Growth Management Department

_____

Date Filed

EXHIBIT A

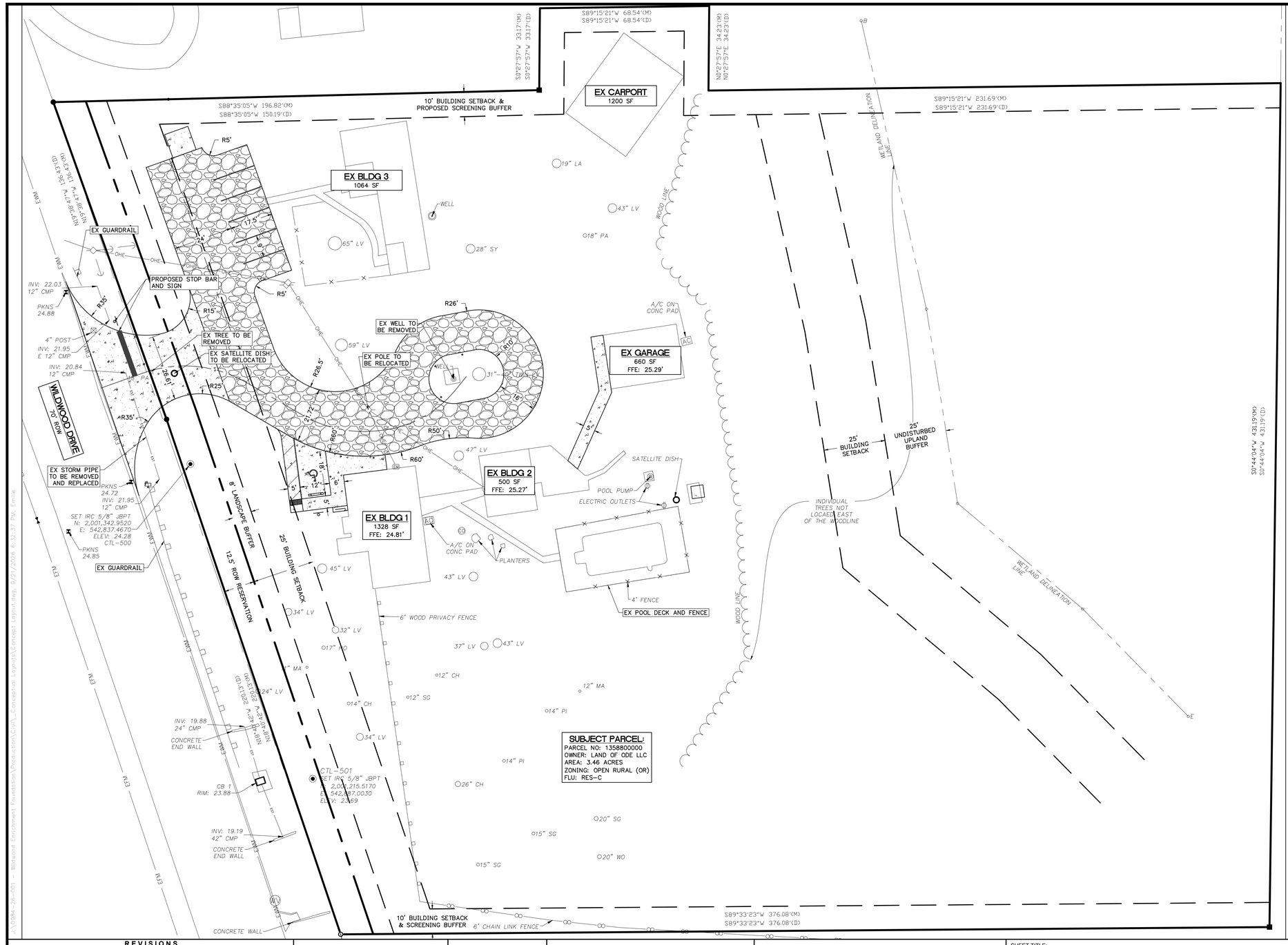
LEGAL DESCRIPTION

A PARCEL OF LAND LYING AND BEING IN THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 2, TOWNSHIP 8 SOUTH, RANGE 29 EAST, ST. JOHNS COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 2, TOWNSHIP 8 SOUTH, RANGE 29 EAST, THENCE SOUTH 00 DEGREES 20 MINUTES EAST ALONG THE WEST LINE OF SAID SECTION 2, A DISTANCE OF 0.330 FEET, THENCE NORTH 88 DEGREES 34 MINUTES EAST, A DISTANCE OF 789.22 FEET TO A POINT IN THE EAST RIGHT OF WAY LINE OF WILDWOOD DRIVE AS DESCRIBED IN DEED BOOK 243, PAGE 248 AND 249, PUBLIC RECORDS OF ST. JOHNS COUNTY, FLORIDA; THENCE SOUTH 19 DEGREES 23 MINUTES 52 SECONDS EAST, A DISTANCE OF 96.08 FEET TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED PARCEL OF LAND; NORTH 88 DEGREES 35 MINUTES 05 SECONDS EAST, A DISTANCE OF 196.82 FEET; THENCE NORTH 00 DEGREES 27 MINUTES 57 SECONDS EAST, A DISTANCE OF 33.17 FEET; THENCE NORTH 89 DEGREES 15 MINUTES 21 SECONDS EAST, A DISTANCE OF 68.54 FEET; THENCE SOUTH 00 DEGREES 27 MINUTES 57 SECONDS WEST, A DISTANCE OF 34.23 FEET; THENCE NORTH 89 DEGREES 15 MINUTES 21 SECONDS EAST, A DISTANCE OF 231.69 FEET TO THE WEST LINE OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4802, PAGE 867, SAID PUBLIC RECORDS; THENCE SOUTH 00 DEGREES 44 MINUTES 04 SECONDS WEST, A DISTANCE OF 341.84 FEET; THENCE SOUTH 89 DEGREES 33 MINUTES 23 SECONDS WEST, A DISTANCE OF 376.08 FEET TO SAID EAST RIGHT OF WAY LINE OF WILDWOOD DRIVE; THENCE NORTH 18 DEGREES 40 MINUTES 42 SECONDS WEST, ALONG SAID RIGHT OF WAY LINE, AA DISTANCE OF 220.13 FEET; THENCE NORTH 19 DEGREES 38 MINUTES 47 SECONDS WEST, A DISTANCE OF 136.43 FEET TO THE POINT OF BEGINNING.

CONTAINING 3.5 ACRES OR 150,796.8 SQUARE FEET MORE OR LESS.

Exhibit B



LEGEND

CONC PVMT

CRUSHED COQUINA

GENERAL DEVELOPMENT INFORMATION

1. PROPERTY ADDRESS: 1774 WILDWOOD DR., ST. AUGUSTINE, FL 32086
2. TAX PARCEL NO.: 1358800000 & 1359000000
3. ZONING: OR (OPEN RURAL)
4. FUTURE LAND USE: RES-C (RESIDENTIAL-C)
5. JURISDICTION: ST. JOHNS COUNTY
6. BUILDING SETBACKS (F/S/R): 25' / 10' / 10'
7. PARKING: (SJC LDC SEC. 6.05.02.E)
   - A. PARKING PROVIDED: 7 PARKING SPACES
   - B. FOUNDATION EMPLOYEES/VOLUNTEERS: 3-5 EMPLOYEES/VOLUNTEERS
   - C. ADA PARKING SPACE REQUIRED: 1 PER 25 SPACES = 1 SPACE
   - D. ADA PARKING SPACE PROVIDED: 1 SPACE
   - E. BICYCLE PARKING REQUIRED: 1 SPACE
   - F. BICYCLE PARKING PROVIDED: 1 SPACE

   THIS PARKING SUPPLY IS ANTICIPATED TO ADEQUATELY ACCOMMODATE THE FOUNDATION EMPLOYEES PARKING NEEDS DURING NORMAL OPERATING HOURS. THE FOUNDATION ANTICIPATES BETWEEN 3 TO 5 EMPLOYEES AND VOLUNTEERS TO BE ON-SITE DURING BUSINESS HOURS; THEREFORE, THE AVAILABLE PARKING SUPPLY WILL ADEQUATELY ACCOMMODATE ON-SITE PERSONNEL WITH ADDITIONAL SPACES REMAINING AVAILABLE.
8. DEVELOPMENT DATA
   - A. LOT AREA: 3.46 AC
   - B. EX. IMPERVIOUS AREA: 0.16 AC = 4.62%
   - C. PROP IMPERVIOUS AREA: 0.23 AC = 6.65%
   - D. TOTAL IMPERVIOUS AREA: 0.39 AC = 11.27% (MAX ISR = 70%)
   - E. EX. BUILDING AREA: 0.04 AC = 1.16% (MAX FAR = 20%)
9. BUILDING DATA:
   - A. EX. BLDG 1: THIS STRUCTURE WILL SERVE AS THE FOUNDATIONS PRIMARY COMMUNITY ROOM AND ACTIVITY SPACE. INTERIOR AREAS WILL BE ARRANGED TO ACCOMMODATE WORKSHOPS, GATHERINGS, ORGANIZATIONAL MEETINGS, AND ADMINISTRATIVE FUNCTIONS. NO STRUCTURAL MODIFICATIONS TO THE BUILDINGS FOOTPRINT ARE PROPOSED. INTERIOR PREPARATION WILL CONSIST OF FURNISHING THE SPACE WITH TABLES, SEATING, AND ACTIVITY SUPPLIES APPROPRIATE FOR COMMUNITY USE. THE FOUNDATION WILL PURSUE ANY REQUIRED CHANGE-OF-OCCUPANCY REVIEW WITH THE ST. JOHNS COUNTY BUILDING DEPARTMENT PRIOR TO COMMENCING PROGRAMMING.
   - B. EX. BLDG 2: THIS EXISTING OUTBUILDING WILL BE USED FOR STORAGE OF FOUNDATION SUPPLIES, EQUIPMENT, AND MATERIALS, AND WILL NOT SERVE AS AN ACTIVITY SPACE FOR PARTICIPANTS. NO STRUCTURAL MODIFICATIONS ARE PROPOSED.
   - C. EX. BLDG 3: THIS EXISTING BUILDING WILL NOT BE USED BY THE FOUNDATION FOR ANY PARTICIPANT-RELATED ACTIVITIES AND WILL SOLELY BE USED AS A STORAGE SPACE FOR STAFF.
   - D. GARAGE: THE GARAGE WILL BE USED FOR STORAGE OF FOUNDATION SUPPLIES, EQUIPMENT, AND MATERIALS, AND MAY ALSO SERVE AS A SUPPLEMENTAL ACTIVITY SPACE FOR SMALLER-GROUP WORKSHOPS OR OUTDOOR-ADJACENT PROGRAMMING. NO STRUCTURAL MODIFICATIONS ARE PROPOSED. THE FOUNDATION WILL PURSUE ANY REQUIRED CHANGE-OF-OCCUPANCY REVIEW WITH THE ST. JOHNS COUNTY BUILDING DEPARTMENT PRIOR TO COMMENCING PROGRAMMING.
   - E. CARPORT: THIS OPEN-AIR CARPORT WILL BE USED AS A SUPPLEMENTAL SPACE FOR FOUNDATION-RELATED ACTIVITIES INCLUDING SEVERAL PICNIC TABLES.
   - F. POOL AREA: THE EXISTING POOL AREA IS NOT PROPOSED FOR USE BY THE FOUNDATION AND WILL NOT BE UTILIZED FOR ANY FOUNDATION-RELATED ACTIVITIES. THE EXISTING POOL IS CURRENTLY ENCLOSED BY A 4-FOOT-HIGH WOODEN FENCE WITH A SELF-CLOSING AND LATCHING GATE. THE FOUNDATION WILL ENSURE THAT APPROPRIATE SAFETY PRECAUTIONS ARE MAINTAINED AND IMPLEMENTED BY STAFF TO PREVENT UNAUTHORIZED ACCESS TO THE POOL AREA.
10. DRIVEWAY SHALL BE A MINIMUM OF 24' PER SJC SEC 6.04.05
11. SITE WILL MEET THE REQUIREMENTS OF LAND DEVELOPMENT CODE SECTION 2.03.15.D FOR UNPAVED PARKING
12. A 12.5' R/W RESERVATION ALONG THE FRONTAGE OF WILDWOOD DR SHALL BE PROVIDED AND REMAIN UNENCUMBERED.
13. A 8' LANDSCAPE BUFFER ADJACENT TO R/W REQUIRED PER SJC LDC SEC. 6.06.03.
14. A 25' UNDISTURBED UPLAND BUFFER PLUS A 25' BUILDING SETBACK IS REQUIRED BETWEEN DEVELOPED AREAS AND CONTIGUOUS WETLANDS PER SJC SEC. 4.01.06.B.
15. THIS SITE IS LOCATED IN A FEMA FLOOD ZONE X AND ZONE AE.
16. ALL MECHANICAL EQUIPMENT SCREENING WILL MEET THE REQUIREMENTS OF LDC SEC. 6.06.04.B.9
17. SITE LIGHTING WILL MEET THE REQUIREMENTS OF LDC PART 6.09.00
18. BICYCLE PARKING SHALL CONFORM TO STANDARDS OF LDC SEC. 6.05.02
19. ALL SIGNS WILL MEET THE REQUIREMENTS OF LDC SEC. 7.02.04

N

20' 10' 0 20' 40' 60'

SCALE 1" = 20'

REVISIONS

NO.	DATE	DESCRIPTION	DRWN	APPR

ENGINEER OF RECORD: TIMOTHY J. BOEHLEIN, P.E. FLORIDA LICENSE NO. 96416

PRELIMINARY NOT FOR CONSTRUCTION

THIS DOCUMENT IS ISSUED FOR THE PURPOSE OF REVIEW ONLY AND IS NOT INTENDED FOR FINAL PERMITTING, BIDDING, OR CONSTRUCTION PURPOSES.

JBPro
CIVIL ENGINEERING | LAND PLANNING
SURVEYING | CONSTRUCTION SERVICES

3530 NW 43rd Street | Gainesville, Florida 32606
4420 US-1 S, Suite 1 | St. Augustine, Florida 32086

Gainesville: (352) 375-8999 | St. Augustine: (904) 789-8999
Toll Free: (844) Go-JBPro | E-mail: contact@jbpro.com

SHEET TITLE: EXHIBIT B - SITE PLAN

DATE: SEPTEMBER 2026

PROJECT NO: 0984-26-001

CLIENT: WILDWOOD ENRICHMENT FOUNDATION, INC. ST. AUGUSTINE, FL

PROJECT: WILDWOOD ENRICHMENT FOUNDATION

SHEET NO: C0.0

J:\0984-26-001 - Wildwood Enrichment Foundation\Production\Civil_Conceptual Layouts\Concept Layout.dwg, 9/21/2026 6:32:37 PM, Emilie

ORDER
ST. JOHNS COUNTY, FLORIDA
PLANNING AND ZONING AGENCY

RE:	Tim Boehlein 3530 NW 43rd Street Gainesville, FL 32606
FILE NUMBER:	SUPMAJ 2026-18
LEGAL:	Exhibit A
PARCEL ID:	135880-0000 & 135900-0000
DATE OF HEARING:	December 3, 2026

ORDER DENYING SPECIAL USE APPROVAL

The above referenced application for a Special Use Permit to allow for a Nonprofit Community Family Resource Hub with unpaved parking in Open Rural (OR) zoning, meeting the general special use criteria of Land Development Code Section 2.03.01.A and Land Development Code 2.03.15.D; specifically located at 1774 Wildwood Drive; came before the Planning & Zoning Agency for a public hearing on December 3, 2026.

FINDINGS OF FACT

Having considered the application, along with supporting documents; the Staff report prepared by staff; statements by the applicant; and all evidence presented during public hearing, the Agency finds as follows:

1. The Special Use cannot be granted without substantial detriment to the public good and will substantially impair the intent and purpose of the St. Johns County Comprehensive Plan or Land Development Code.

2. The Use is not compatible with the contiguous and surrounding area and will impose an excessive burden or have a substantial negative impact on surrounding or adjacent uses or on community facilities or services.

3. The Use, which is listed as an Unlisted Use in the Open Rural (OR) zoning district, does not comply with all required regulations and standards of Article II of the Land Development Code.

4. The request is not in compliance with Section 2.03.01.A, Section 2.03.15.D and Article XII of the Land Development Code.

5. The request is in conflict with the Future Land Use Map designation of Residential-C (RES-C).

6. The requested Use does not promote the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity, or the general welfare of the residents of the area.

7. The requested Use is in conflict with the development patterns of the area.

NOW THEREFORE, based on the said Findings of Fact, the Agency hereby **denies** the Special Use to allow for a Nonprofit Community Family Resource Hub with unpaved parking in Open Rural (OR) zoning, meeting the general special use criteria of Land Development Code Section 2.03.01.A and Land Development Code 2.03.15.D; specifically located at 1774 Wildwood Drive.

This decision may be appealed to the St. Johns County Board of County Commissioners within thirty (30) days of the signing of this Order, pursuant to Section 9.07.03 of the Land Development Code.

Deed Restrictions, if any, are not affected by the actions of the Agency or this Order.

DATED THIS _____ DAY OF _____, 2026.

PLANNING AND ZONING AGENCY OF ST. JOHNS COUNTY FLORIDA

_____

Chair/Vice-Chair

The undersigned Clerk to the Planning and Zoning Agency of St. Johns County, Florida certifies that the above Order of the Planning and Zoning Agency is a true and correct rendition of the Order adopted by said Agency as the same appears in the record of the Planning and Zoning Agency minutes.

_____

Clerk, Growth Management Department

_____

Date Filed

EXHIBIT A

LEGAL DESCRIPTION

A PARCEL OF LAND LYING AND BEING IN THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 2, TOWNSHIP 8 SOUTH, RANGE 29 EAST, ST. JOHNS COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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CONTAINING 3.5 ACRES OR 150,796.8 SQUARE FEET MORE OR LESS.

END DOCUMENTS
TO BE RECORDED

ATTACHMENT 2
SUPPORTING DOCUMENTS

WILDWOOD ENRICHMENT FOUNDATION

Enriching Learning. Strengthening Community.

APPLICATION FOR SPECIAL USE PERMIT

Applicant	Wildwood Enrichment Foundation, Inc (501(c)(3) Nonprofit)
Authorized Agent	JBrown Professional Group Inc.
Property Owner	Land of Ode LLC
Property Address	1774 Wildwood Drive, St. Augustine, FL 32086
Parcel ID	1358800000 & 1359000000
Zone	OR (Open Rural)
Parcel Size	3.46 Acres
Prepared By	Melissa Albanes, (Applicant) & Tim Boehlein, (Agent)
Date Submitted	09/10/2026

1. Requested Use, Structures, Activities, Parking & Operations

1.1 Nature of the Requested Use

Wildwood Enrichment Foundation, Inc (the “Foundation”) is a Florida-chartered, federally recognized 501(c)(3) nonprofit organization whose mission is to strengthen the greater St. Augustine community by creating activities, experiences, and resources that enrich learning, foster connection, and support families pursuing personalized approaches to education. The Foundation respectfully requests a Special Use Permit to operate a nonprofit community family resource hub at the subject property in furtherance of that charitable mission.

The proposed use is the establishment and operation of a part-time, community-oriented family resource hub and gathering space. This is not a school, private school, daycare facility, childcare center, or commercial enterprise of any kind. The use is most closely analogous to a nonprofit community center, civic gathering space, or family resource organization — operations of this nature are common throughout Florida and are regularly found compatible with rural and residential zoning districts.

Why This Is Not a School or Childcare Facility

The Foundation does not hold itself out as a school, operate under a school designation, or seek DOE registration as a private school.

Families participating in the Foundation's programming retain full legal authority and responsibility for their children's personal education.

Programming is supplemental, voluntary, and community-based — not compulsory, credit-bearing, or curriculum-driven.

The Foundation operates analogously to a Boys & Girls Club, YMCA branch, or community enrichment nonprofit — not an educational institution.

No childcare licensing is sought or required: supervised gatherings of youth participants are Foundation-programmed community activities, not childcare arrangements as defined under F.S. §402.302.

1.2 Program Activities

The Foundation's community programming at this property will include the following categories of activity:

- Community workshops on topics such as arts, nature exploration, creative projects, life skills, and wellness, open to families and community members of all ages in and around St. Augustine
- Family and youth experiences including seasonal gatherings, maker and hands-on project activities, nature-based outdoor experiences, group community projects, and field-based outings coordinated from the property
- Foundation-supervised youth gatherings in which registered youth participants (ages 8 and older) attend structured Foundation activities under the direct, continuous supervision of a designated Foundation adult who is present on the property at all times during the activity
- Organizational and administrative activities including Foundation planning meetings, volunteer coordination, committee gatherings, partner organization meetings, board activities, and governance functions
- Community connection activities for families, supporters, donors, and partner organizations aligned with the Foundation's mission
- Weekend and seasonal programming including workshops and family experiences that may occur on Saturdays and/or Sundays on a scheduled basis

All Foundation-supervised youth gatherings will adhere to the following operational safeguards, which the Foundation commits to as conditions of this permit:

- A designated Foundation adult (staff member or credentialed volunteer) will be physically present on the property and actively supervising at all times during any youth gathering
- All participating families will provide written authorization for their child's participation and have current emergency contact information on file with the Foundation
- Participant-to-supervising adult ratios will be maintained at levels consistent with Florida nonprofit youth program best practices
- The Foundation will maintain a written safety and supervision policy governing all youth-present activities

1.3 Structures and Areas to Be Used

The subject property contains several separate structures as seen below. The structures will be dedicated to the Foundation's nonprofit programming and organizational use under a lease agreement between Wildwood Enrichment Foundation, Inc (tenant) and Land of Ode LLC (property owner). **Further site design can be seen on Attachment A: Site Plan.**

Primary structure (1,328 sq. ft.): This structure will serve as the Foundation's primary community room and activity space. Interior areas will be arranged to accommodate workshops, gatherings, organizational meetings, and administrative functions. No structural modifications to the building's footprint are proposed. Interior preparation will consist of furnishing the space with tables, seating, and activity supplies appropriate for community use. The Foundation will pursue any required change-of-occupancy review with the St. Johns County Building Department prior to commencing programming.

Outbuilding (approx. 500 sq. ft.): This existing outbuilding will be used for storage of Foundation supplies, equipment, and materials, and will not serve as an activity space for participants. No structural modifications are proposed.

Garage (approx. 660 sq. ft.): The garage will be used for storage of Foundation supplies, equipment, and materials, and may also serve as a supplemental activity space for smaller-group workshops or outdoor-adjacent programming. No structural modifications are proposed. The Foundation will pursue any required change-of-occupancy review with the St. Johns County Building Department prior to commencing programming.

Existing Mobile Home (approx. 1,257 sq. ft.): This existing building will not be used by the Foundation for any participant-related activities and will solely be used as a storage space for staff.

Carport (approx. 1,200 sq. ft.): This open-air carport will be used as a supplemental space for Foundation-related activities including several picnic tables.

Pool Area (approx. 1,300 sq. ft.): The existing pool area is not proposed for use by the Foundation and will not be utilized for any Foundation-related activities. The existing pool is currently enclosed by a 4-foot-high wooden fence with a self-closing and latching gate. The Foundation will ensure that appropriate safety precautions are maintained and implemented by staff to prevent unauthorized access to the pool area.

Outdoor areas: The property's outdoor areas will be used for nature-based activities, outdoor community experiences, and informal gatherings consistent with the Foundation's mission. Outdoor use will be concentrated in defined areas of the property and will not extend into neighboring parcels or public rights-of-way.

1.4 Parking and Access

Participant arrival and departure will be staggered across program start and end windows and managed on-site by Foundation staff and volunteers. Designated drop-off and pickup zones will be clearly marked within the property to ensure orderly, safe, and efficient flow of vehicles during transition periods.

Site access will be provided from Wildwood Drive via a 24-foot-wide driveway with 35-foot connection radii, consistent with the applicable requirements identified in LDC Table 6.03 and LDC §6.04.05.

The site provides a total of seven (7) parking spaces, including one (1) ADA-accessible parking space designed in accordance with applicable ADA and Florida Accessibility Code (FAC) requirements. This parking supply is anticipated to adequately accommodate the Foundation's staff and volunteer parking needs during normal operating hours. The Foundation anticipates between three (3) to five (5) employees and volunteers to be on-site during business hours; therefore, the available parking supply will adequately accommodate on-site personnel with additional spaces remaining available.

1.5 Hours of Operation

The Foundation will operate community programming on a part-time, scheduled basis as follows:

- Weekday program gatherings: Monday through Friday, approximately 9:00 a.m. – 2:00 p.m., on scheduled program days
- Weekend programming: Saturday and/or Sunday, as scheduled, for community workshops and family gatherings. The Foundation requests that this permit preserve the ability to conduct weekend activities, though weekend use will occur at comparable or lower intensity than weekday programming
- Administrative and organizational activities: May occur outside program hours, at lower intensity, with Foundation staff only
- The Foundation will follow a seasonal program calendar with breaks consistent with community norms, and will not operate 52 weeks per year at full program intensity

The property will not operate as a commercial venue or nighttime facility.

1.6 Noise

All indoor activities occur within the existing structures at sound levels consistent with a community gathering space. No amplified sound systems, public address equipment, or commercial audio will be used in connection with standard programming. Outdoor activities will consist of nature exploration, hands-on projects, group games, and similar low-impact activities. Noise generated by the Foundation's activities will not exceed that of a typical family gathering or neighborhood community event and will not be perceptible as a nuisance at neighboring property lines.

1.7 Outdoor Lighting

No exterior lighting is proposed. All regular programming is designed to conclude during daylight hours, and no evening or nighttime activities are anticipated under this permit.

1.8 Scale of Use

At full program operation, the Foundation anticipates a maximum of approximately 25 youth participants and associated family members present on the property on any given program day. Due to the rotating and flexible nature of the Foundation's community programming, the same 25 individuals will not be present on every program day — participation is drawn from the broader registered community of Foundation families across the week. This is a deliberately small-scale, community-serving operation designed to remain consistent with the rural character of the surrounding area.

2. Compatibility with Surrounding Land Uses

The subject property at 1774 Wildwood Drive, St. Augustine, FL 32086, fronts Wildwood Drive, a major collector road in St. Johns County. The surrounding land use context is described below, with buffering and screening requirements identified in accordance with §6.06.04 of the St. Johns County Land Development Code (LDC):

- West (across Wildwood Drive): Parcel ID 1358600000 is a plant nursery that operates immediately across the road, representing an existing commercial-adjacent use on the corridor.
- East and South: Parcel ID 1358300070 adjoins the subject property to the east and south. The parcel contains a self-storage facility along the southern boundary and a wooded area along the eastern boundary, representing a low-intensity commercial use and a natural vegetative buffer, respectively. A 10/A buffer and screening standard is applicable along these boundaries.
- North: Parcel ID 1358800001 is a residential property that adjoins the subject parcel to the north. A 20/B buffer and screening standard is applicable along the northern boundary. The Foundation has submitted a concurrent zoning variance for reduction of the 20 feet buffer to 10 feet.

The Foundation's proposed community programming use is fully compatible with this surrounding context for the following reasons:

Consistency with Corridor Character

The subject property fronts Wildwood Drive, a major collector road already characterized by a mix of low-intensity uses including nursery/agricultural retail to the west and self-storage commercial use to the east. A nonprofit family resource hub operating part-time on this corridor is consistent with and less intensive than the existing adjacent uses. The Foundation's programming generates less traffic, noise, and activity than a commercial nursery, self-storage facility, or other permitted uses in comparable locations.

Protection of the Residential Neighbor

The Foundation is committed to being a considerate neighbor. Programming hours, noise levels, lighting, and parking management are all designed with the adjacent residential property to the north in mind. The wooded southern boundary provides natural separation from any sensitive receptors beyond the rear of the property. The Foundation will engage proactively with neighboring property owners and is open to incorporating reasonable good-neighbor conditions into the SUP.

Appearance and Character

The Foundation's use does not alter the external appearance of the property. No commercial signage, exterior structural modifications, or physical changes to the building's footprint are proposed. The property will continue to present a residential and natural character consistent with the surrounding area.

Comparable Uses

Nonprofit community programming of this nature — family-oriented, part-time, youth-serving, and mission-driven — is broadly consistent with the civic values of St. Johns County communities. Uses of comparable intensity, including Boys & Girls Club branches, YMCA satellite programming, church fellowship gatherings, civic club meetings, and nonprofit resource centers, are routinely found compatible with mixed-use and rural corridor properties throughout Florida.

3. Impact on Adjacent and Surrounding Land Uses

The Foundation's proposed use will have no detrimental impact on adjacent or surrounding properties in respect to odors, noise, smoke, vibration, pollution, or traffic.

Odors

The Foundation's programming does not involve food production at commercial scale, chemical processing, agricultural operations, or any activity generating odors. Incidental snacks may be provided as part of the Foundation's community programming, however no commercial cooking equipment, exhaust systems, or food service operations are proposed.

Noise

As described in Section 1.6, noise generated by Foundation activities is consistent with normal residential and community gathering activity. The part-time schedule, limited number of participants, absence of amplified sound, and concentration of activities within the existing structures ensure that noise will not be perceptible as a nuisance at neighboring property lines.

Smoke and Vibration

None. The Foundation does not operate heavy machinery, industrial equipment, or any process generating smoke or vibration beyond that of a normal community gathering space.

Pollution

The Foundation's community programming will not generate hazardous materials, industrial wastewater, or solid waste beyond that which can be managed through standard residential-level collection services. Restroom and sanitary facilities serving the programming use will be confirmed to be adequate prior to commencement of operations, with any required health department review or septic capacity evaluation completed as applicable. All other waste generated by the Foundation will be properly disposed of through the on-site dumpster and dumpster pad provided for the use.

Traffic

Traffic impact is addressed in detail in Section 4 below.

4. Traffic, Access, and Road Impact

4.1 Traffic Generation

The Foundation's programming will generate modest, predictable, and time-concentrated vehicle activity consistent with a small community gathering. Based on a maximum of approximately 25 youth participants per program day, the Foundation anticipates generating approximately 15 inbound and 15 outbound vehicle trips per program day as some participants arrive in sibling pairs. However, for purposes of evaluating site capacity and safety, the Foundation has conservatively considered the potential for up to 25 vehicles associated with the maximum number of participants. The site is designed to safely accommodate on-site stacking for up to 13 vehicles at a time, while the staggered arrival and departure schedule allows the site to accommodate the anticipated overall vehicle activity. Within a 30-minute arrival and departure window, the Foundation is committed to staggering participant drop-off and pickup into two time zones to distribute vehicle vehicle activity and eliminate the potential for backup

onto Wildwood Drive. Arrival and departure activity will be managed and monitored by a designated staff member to ensure vehicles proceed safely through the site and remain within the on-site circulation and stacking areas.

Furthermore, this level of trip generation is substantially lower than that of the adjacent plant nursery and self-storage facility, both of which generate ongoing commercial vehicle activity throughout the day. The Foundation's arrival pattern is comparable to that of a neighborhood community event or a small church fellowship gathering — all uses routinely found compatible with collector road corridors in St. Johns County.

4.2 Ingress, Egress, and On-Site Management

The proposed site design conforms to the applicable standards set forth in Section 6 of the St. Johns County Land Development Code (LDC), including the site development standards applicable to the Open Rural (OR) zoning district identified in LDC Table 6.01 and the Residential-C (RES-C) Future Land Use Map (FLUM) designation identified in St. Johns County Comprehensive Plan Policy A.1.13.3. The overall site design is shown in **Attachment A: Site Plan.**

The proposed use will not negatively impact ingress or egress to neighboring properties. While the Foundation's driveway access does not meet the driveway separation requirements set forth in LDC § 6.04.05.K, the existing driveway is approximately 130 feet from the adjacent northern driveway. The project will also close one of the existing driveways to the property. The proposed use will continue to utilize the existing driveway location. Relocating the driveway to meet the applicable separation requirement would require interference with the existing guardrail and County drainage facilities, therefore, maintaining the existing driveway location is necessary to avoid impacts to the guardrail and surrounding roadway infrastructure.

The applicant commits that all participant arrival, departure, drop-off, and pickup activity will occur entirely within the on-site driveway and parking area. Vehicles will not be permitted to queue, stage, or park on Wildwood Drive or within any adjacent right-of-way. Foundation staff and volunteers will be present during all arrival and departure periods to direct traffic flow and ensure orderly and safe transitions. Participant arrival and departure will also be staggered to facilitate the safe and efficient exchange of participants. **Attachment B: Stacking Exhibit** illustrates the on-site vehicle stacking and circulation.

The portion of the driveway located within the public right-of-way will be constructed with asphaltic concrete in accordance with LDC §6.04.05.E. The remaining driveway area will consist of a limerock surface over 12 inches of stabilized natural soil with a minimum LBR of 40. The driveway and access area will be designed and constructed to provide adequate support for emergency vehicle loading in accordance with the applicable requirements of Chapter 18 of NFPA 1. This includes the requirement that fire apparatus access roads be capable of supporting a minimum gross vehicle weight of 80,000 pounds. **Attachment C: Emergency Vehicle Site Access** provides additional detail regarding the proposed emergency vehicle access and the site's ability to accommodate emergency apparatus.

The site has several specimen trees which provide a beautiful canopy over the facility. The intent of the limerock roadways interior to the site is to protect these tree roots and keep consistent with the existing residential compacted driveways, while providing a defined and safe ingress/egress to the site.

4.3 Road Wear and Infrastructure

Given the part-time operational schedule, the low number of vehicle trips generated, and the absence of commercial truck traffic or heavy equipment, the Foundation's use will produce no measurable wear on public roads beyond that of a typical residential or light commercial property. No deliveries requiring semi-truck or heavy vehicle access are associated with the proposed use.

4.4 Public Safety — Traffic, Pedestrians, and Bicyclists

The property fronts Wildwood Drive, a major collector road. All youth participants arrive and depart by personal vehicle with their families or under the Foundation's supervised arrival protocol. No participants are expected to walk or bicycle along Wildwood Drive to access the property. The Foundation's operation does not introduce new pedestrian or bicyclist conflicts on the public roadway.

Sight distance at the driveway entrance will be documented by the project's civil engineer. The Foundation commits to implementing any sight-distance improvements recommended by the engineer or required by the County as a condition of this permit.

5. Special Use Criteria — LDC §2.03 and §6.08

The applicant addresses the general criteria for Special Uses as set forth in LDC §2.03.01-A, and provides supplemental criteria responses below. The applicant submits that the Foundation's proposed use satisfies each applicable criterion and that the Special Use Permit should be approved.

Criterion A: The use will not be detrimental to the public health, safety, or welfare.

The Foundation's community programming is a small-scale, supervised, nonprofit operation serving families in the greater St. Augustine area. All activities are conducted by or under the continuous on-site supervision of Foundation staff and designated adult volunteers. No hazardous materials, industrial processes, or conditions threatening public health or safety are involved in any aspect of the proposed use. The Foundation's 501(c)(3) status reflects its commitment to public benefit and community service — purposes that are by definition oriented toward the welfare of the public, not detrimental to it.

Youth participant safety is a foundational priority of the Foundation's operations. The Foundation will maintain written safety, supervision, and emergency response policies governing all gatherings, and will carry appropriate general liability insurance coverage. These safeguards exceed what is required of many comparable community uses.

Criterion B: The use is consistent with the purpose and intent of the OR (Open Rural) zoning district.

The OR zoning district is intended to accommodate low-intensity uses that are compatible with rural and semi-rural character. The Foundation's proposed family resource hub — part-time, small-scale, nonprofit, and community-serving — is fully consistent with this intent. The use does not introduce commercial intensity, industrial activity, or high-density land use patterns inconsistent with the district. It is subordinate in scale and intensity to many uses already present on the collector road corridor.

The Foundation further notes that OR zoning districts in St. Johns County regularly accommodate civic, assembly, and community uses by Special Use Permit, and that the

proposed use is within the range of uses contemplated by the district's special use provisions. The mixed commercial character of the Wildwood Drive corridor — with a plant nursery to the west and a self-storage facility to the east — further supports a finding that the Foundation's low-intensity community programming is entirely compatible with the district.

Criterion C: The use will be compatible with adjacent and surrounding uses.

As demonstrated in Sections 2 and 3 of this narrative, the proposed use is fully compatible with all surrounding uses. The plant nursery to the west and the self-storage facility to the east of the property both generate ongoing commercial vehicle activity that establishes a mixed-use commercial character for this corridor. The Foundation's programming, with its limited hours, low participant count, quiet nature, and absence of commercial activity, is less intensive than these existing adjacent uses. The wooded southern buffer provides natural separation from any sensitive receptors beyond the rear property line. The single adjacent residential neighbor to the north is protected by the Foundation's committed good-neighbor operational practices.

Criterion D: The use will not create undue traffic, noise, or other nuisances.

Traffic generation is minimal and time-concentrated, as detailed in Section 4. Noise is consistent with community gathering activity and will not be perceptible as a nuisance at neighboring property lines. No conditions associated with industrial, commercial, or institutional operations — including amplified sound, delivery traffic, exterior signage, or nighttime activity — are proposed. The use does not create nuisances of any kind.

Criterion E: Adequate facilities exist to serve the proposed use.

The subject property contains approximately 1,988 sq. ft. of combined interior space across two structures, which is adequate to serve the Foundation's programming at the proposed scale of up to 25 participants per program day. In addition to the participant-accessible interior spaces, approximately 1,564 sq. ft. of interior space is available to serve the Foundation's storage needs and will be accessible to staff and volunteers only. Restroom and sanitary facilities will be confirmed as sufficient prior to commencement of operations, with any required health department review or septic capacity assessment completed and documented. Parking capacity will be confirmed by the project's civil engineer. Utility service adequacy for the proposed use will be determined in coordination with St. Johns County during the development review process.

Unlisted Use Basis — LDC §2.03 (Alternative / Supplemental Grounds)

To the extent the County determines that a nonprofit family resource hub and community gathering space does not fit squarely within a specifically listed use category in the St. Johns County LDC, the applicant respectfully submits this application on the alternative basis of a Special Use Permit for an unlisted use.

The Foundation's proposed use is most analogous to community assembly, civic gathering, nonprofit community center, or family resource use — not a school, private school, educational institution, or childcare facility — for the reasons detailed throughout this narrative. The applicant requests that the Board find the proposed use substantially similar to community assembly or civic gathering uses and evaluate it accordingly under the general Special Use criteria of LDC §2.03.01-A.

The Foundation stands ready to accept reasonable conditions of approval that address any specific concerns of the Board or neighboring properties.

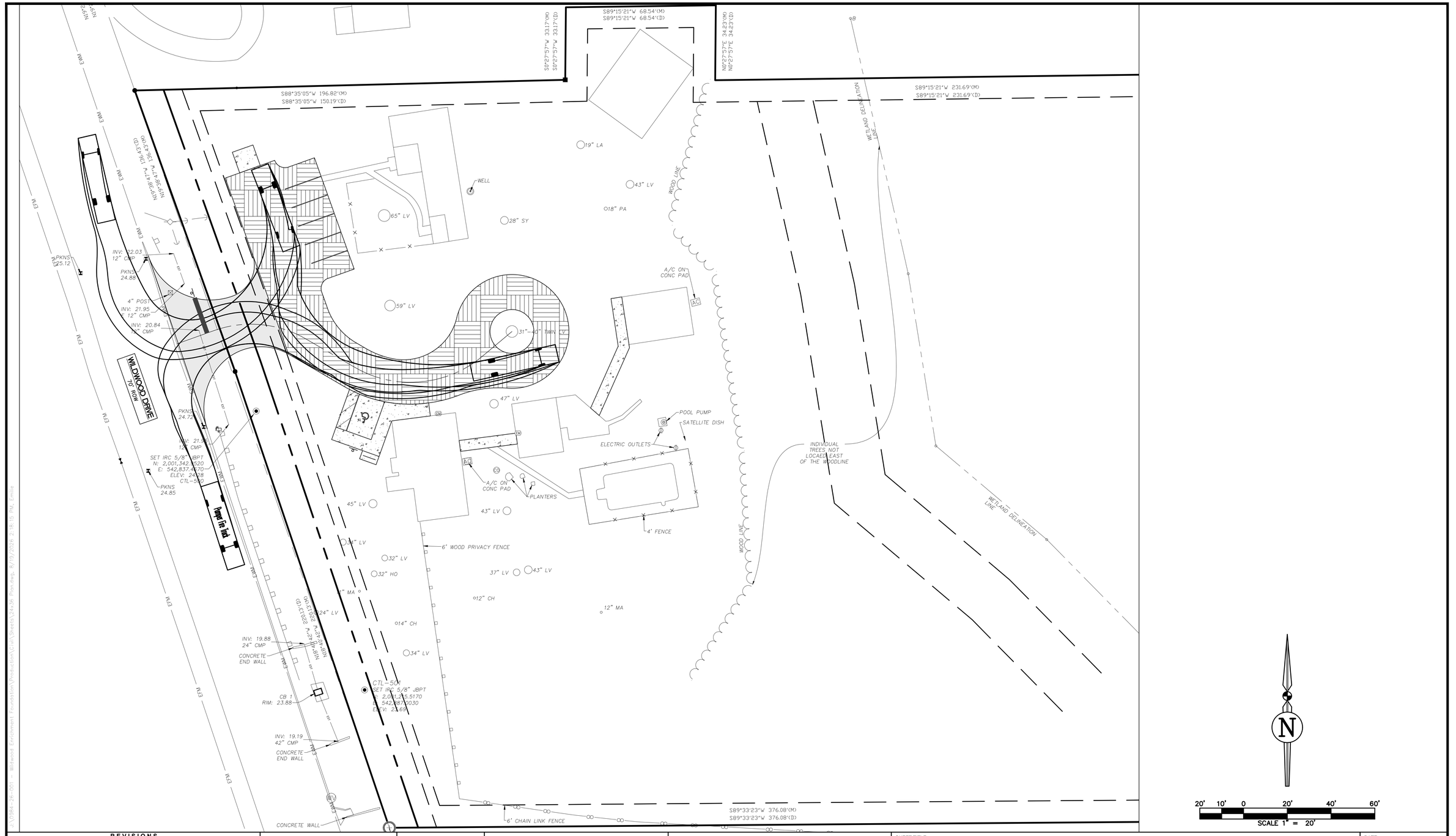
Applicant's Statement

Wildwood Enrichment Foundation, Inc respectfully submits this application in good faith and with full commitment to operating in a manner that is safe, considerate, and beneficial to the St. Johns County community. The Foundation's mission — enriching learning and strengthening community — is one that complements the values of this County and its residents. We welcome the opportunity to address any questions from the Board and to work collaboratively toward an approval that serves both the Foundation's community mission and the County's land use objectives.

Melissa Albanes
Vice President, Wildwood Enrichment Foundation, Inc (Applicant)
Date: 9/10/2026

Gabriel Albanes
Manager / Member, Land of Ode LLC (Property Owner)
Date: 9/10/2026

[Authorized Signatory Name] Timothy J. Boehlein, PE
Project Manager, JBrown Professional Group Inc. (Authorized Agent)
Date: 9/10/2026



REVISIONS				
NO.	DATE	DESCRIPTION	DRWN	APPR

ENGINEER OF RECORD: TIMOTHY J. BOEHLEIN, P.E. FLORIDA LICENSE NO. 96416

PRELIMINARY NOT FOR CONSTRUCTION

THIS DOCUMENT IS ISSUED FOR THE PURPOSE OF REVIEW ONLY AND IS NOT INTENDED FOR FINAL PERMITTING, BIDDING, OR CONSTRUCTION PURPOSES.

JBPro
CIVIL ENGINEERING | LAND PLANNING
SURVEYING | CONSTRUCTION SERVICES

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SHEET TITLE: EMERGENCY VEHICLE SITE ACCESS

CLIENT: WILDWOOD ENRICHMENT FOUNDATION, INC.
ST. AUGUSTINE, FL

PROJECT: WILDWOOD ENRICHMENT FOUNDATION
SITE PLAN

DATE: AUGUST 2026
PROJECT NO: 0984-26-001
SHEET NO: C0.0

X:\0984-26-001 - Wildwood Enrichment Foundation\Production\Civil\Sheets\24x36 Plan.dwg, 8/19/2026 2:18:15 PM, Emilie

Instr #2025101524 BK: 6273 PG: 588, Filed & Recorded: 12/15/2025 2:56 PM #Pgs:2 Doc. D $3,815.00
Brandon J. Patty,Clerk of the Circuit Court and County Comptroller St. JohnsCounty FL Recording $18.50

Prepared by and return to:
Kimberlee Collins
Paradise Title of St. Augustine, LLC
2225 A1A South, Suite C8
St. Augustine, FL 32080
(904) 471-2553
File No 2025-9291

Parcel Identification No 135880-0000 & 135900-0000

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WARRANTY DEED

(STATUTORY FORM – SECTION 689.02, F.S.)

Copy

This indenture made the **15th day of December, 2025** between **Linda Bolante, a married woman and Lachelle P. Fetz, a single woman, conveying their non-homestead property**, whose post office address is **739 Needle Grass Drive, St. Augustine, FL 32086**, Grantors, to **Land of Ode LLC, a Florida Limited Liability Company**, whose post office address is **403 A Street, St. Augustine Beach, FL 32080**, Grantee:

Witnesseth, that said Grantors, for and in consideration of the sum of FIVE HUNDRED FORTY FIVE THOUSAND AND 00/100 ($545,000.00) and other good and valuable considerations to said Grantors in hand paid by said Grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said Grantee, and Grantee's heirs and assigns forever, the following described land, situate, lying and being in St. Johns, Florida, to-wit:

PARCEL 1: A PARCEL OF LAND LYING AND BEING IN THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 2, TOWNSHIP 8 SOUTH, RANGE 29 EAST, ST. JOHNS COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 2, TOWNSHIP 8 SOUTH, RANGE 29 EAST, THENCE SOUTH 00 DEGREES 20 MINUTES EAST ALONG THE WEST LINE OF SAID SECTION 2, A DISTANCE OF 330 FEET, THENCE NORTH 88 DEGREES 34 MINUTES EAST, A DISTANCE OF 789.22 FEET TO A POINT IN THE EAST RIGHT OF WAY LINE OF WILDWOOD DRIVE AS DESCRIBED IN DEED BOOK 243, PAGE 248 AND 249, PUBLIC RECORDS OF ST. JOHNS COUNTY, FLORIDA; THENCE SOUTH 19 DEGREES 23 MINUTES 52 SECONDS EAST, A DISTANCE OF 96.08 FEET TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED PARCEL OF LAND; NORTH 88 DEGREES 35 MINUTES 05 SECONDS EAST, A DISTANCE OF 196.82 FEET; THENCE NORTH 00 DEGREES 27 MINUTES 57 SECONDS EAST, A DISTANCE OF 33.17 FEET; THENCE NORTH 89 DEGREES 15 MINUTES 21 SECONDS EAST, A DISTANCE OF 68.54 FEET; THENCE SOUTH 00 DEGREES 27 MINUTES 57 SECONDS WEST, A DISTANCE OF 34.23 FEET; THENCE NORTH 89 DEGREES 15 MINUTE 21 SECONDS EAST, A DISTANCE OF 231.69 FEET TO THE WEST LINE OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4802, PAGE 867, SAID PUBLIC RECORDS; THENCE SOUTH 00 DEGREES 44 MINUTES 04 SECONDS WEST, A DISTANCE OF 341.84 FEET; THENCE SOUTH 89 DEGREES 33 MINUTES 23 SECONDS WEST, A DISTANCE OF 376.08 FEET TO SAID EAST RIGHT OF WAY LINE OF WILDWOOD DRIVE; THENCE NORTH 18 DEGREES 40 MINUTES 42 SECONDS WEST, ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 220.13 FEET; THENCE NORTH 19 DEGREES 38 MINUTES 47 SECONDS WEST, A DISTANCE OF 136.43 FEET TO THE POINT OF BEGINNING.

Said property is not the homestead of the Grantor(s) under the laws and constitution of the State of Florida in that neither Grantor(s) or any members of the household of Grantor(s) reside thereon as defined by Article X, Section 4 of the Florida Constitution, nor is it adjacent to or contiguous with any of his/their homestead(s) and that the property described herein is not now, nor has it ever been, the primary residence/homestead of the owner or the owner's spouse or dependent child, if any.

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

Subject to taxes for 2026 and subsequent years, not yet due and payable; covenants, restrictions, easements, reservations and limitations of record, if any.

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

And Grantors hereby covenant with the Grantee that the Grantors are lawfully seized of said land in fee simple, that 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.

In Witness Whereof, Grantors have hereunto set Grantors' hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

Witness #1 Signature

Kim Collins
Witness #1 Printed Name

2225 A1A South, Suite C8
Witness #1 Street Address

St. Augustine, FL 32080
Witness #1 City, State & Zip

Witness #2 Signature

Sophia Zaharias
Witness #2 Printed Name

2225 A1A South, Suite C8
Witness #2 Street Address

St. Augustine, FL 32080
Witness #2 City, State & Zip

Linda Bolante

Lachelle P. Fetz

COPY

STATE OF FLORIDA
COUNTY OF ST. JOHNS

The foregoing instrument was acknowledged before me by means of (x) physical presence or (__) online notarization this 12th day of December, 2025, by Linda Bolante and Lachelle P. Fetz.

Signature of Notary Public

Kimberlee Collins
Print, Type/Stamp Name of Notary

KIMBERLEE COLLINS
Notary Public - State of Florida
Commission # HH 375698
My Comm. Expires Jun 14, 2027
Bonded through National Notary Assn.

Personally Known: _____ OR Produced Identification: XX
Type of Identification Produced: a valid Driver's License

Owner's Authorization Form

JBrown Professional Group Inc. is hereby authorized TO ACT ON BEHALF OF

Land of Ode LLC the owners(s) of those lands described within the attached application, and as described in the attached deed or other such proof of ownership as may be required, in applying to St. Johns County, Florida, for an application related to a development Permit or other action pursuant to a: application for: Special Use Permit

By signing, I affirm that all legal owners(s), as listed on the Recorded Warranty Deed on file with the St. Johns County Clerk of Courts or otherwise stated ( ), have been notified of the application

(Identify what document)

I further understand incomplete or false information provided on this form may lead to revocation of permits, termination of development actifity.

Signature of Owner

Print Name Gabriel Albanes

Signature of Owner

Print Name Melissa Albanes

Telephone Number 703 801 7219

STATE OF FLORIDA
COUNTY OF St Johns

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 14 day of August, 2026, by Gabriel Albanes as owner for Land of Ode, LLC.

Notary Public State of Florida
Cindy A. Carter
My Commission HH 633170
Expires 2/19/2029

Cindy A. Carter
Notary Public, State of Florida
Name: Cindy A. Carter
My Commission Expires: 02/19/29
My Commission Number is: HH633170

Personally Known ____ OR Produced Identification ✓

Type of Identification Produced FL. Driver Lic

Revised August 30, 2011