

CITY OF ST. AUGUSTINE, FLORIDA

Code Enforcement, Adjustments and Appeals Board Meeting
April 9, 2024

The Code Enforcement, Adjustments and Appeals Board met in formal session at 3:00 P.M., Tuesday, April 9, 2024, in the Alcazar Room at City Hall. The meeting was called to order by Jan Kelly, Chairman, and the following were present:

1. **ROLL CALL**

Jan Kelly, Chairman,
Thomas Day, Vice Chairman

Marilyn Meade Garrett,
Karen Valachovic,

Staff Present:

April Owen Assistant City Attorney
Richard "Buddy" Schauland, Building Official
Barry Fox, Code Enforcement Manager
James Tomaselli, Code Enforcement Officer
Curtis Boles, Code Enforcement Officer
Morganne Lanni, Code Enforcement Officer
Emily Howington, Administrative Coordinator, Recording

2. **SWEARING IN OF STAFF**

3. **APPROVAL OF MINUTES**

Tom Day motioned to approve the March minutes, Jan Kelly seconded, and the motion passed unanimously.

4. **PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

BJ Kalaidi, West City of St. Augustine, talked about the sunseting of the Code Enforcement Adjustments and Appeals Board and the usage of the Special Magistrate and the submission of complaints not being anonymous.

5. **DISCLOSURE OF EX-PARTE COMMUNICATIONS**

None

6. **BUILDING CODE VARIANCES**

None

7. **REVIEW OF NEW CASES**

a. **CE2023-0474**

Dettra Living Trust Uad
Richard Dettra Trustee
Diane Dettra Trustee
31 Lewis Blvd. Ch 22 sec 16, use of and/or construction in city rights-of-way.

Barry Fox relayed case information and Morganne Lanni gave testimony. Work was done in city rights of way but no right of way permits were obtained. The respondent submitted a right of way permit application on March 21, 2024. Jan Kelly asked about the permitting process. Karen Valachovic asked about compliance options. Respondent was present and spoke on how he has begun the process to have the right of way permit approved. Board discussed nature of violation.

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and spoke on how he has begun the process to have the right of way permit approved. Board discussed nature of violation.

Public comment: None

MOTION

Karen Valachovic motioned to find the property in violation and allow 60 days to have permits issued and if not met the respondent must reappear before the Special Magistrate. Jan Kelly seconded, and the motion passed unanimously.

b. CE2024-0209

Barbara W Teisan
Hillary Erin Teisan Et Al
Gregory Walton Teisan
Jeremy Adam Teisan
47 Grove Ave, Ch. 28, sec 28-33 certificates of occupancy

Barry Fox relayed case information and Morganne Lanni provided testimony. On January 10 a complaint was received about a cottage behind home was rented via Airbnb, the complainant concerned of condition of the property. Staff researched and no permits for habitable space were issued for this property. Morganne Lanni found a paint permit but it was stated the structure's usage was storage. Notice of Violation and Notice of Hearing were sent and no permits have been applied for. Board discussed motion details.

Public comment: None

MOTION

Jan Kelly motioned to find property in violation and allow 10 days for the owner to revert structure back to non-habitable space and if not met a fine of up to \$250 per day will be issued. Karen Valachovic seconded and the motion passed unanimously.

c. CE2024-0224

112 Moore Street Extra Lot Land Trust
Collins J Russell Trustee
112 Moore St. Ch 28 sec 160 maximum impervious surface ratio (ISR) for all single family residential dwelling development.

Barry Fox relayed case information and Morganne Lanni provided testimony. On January 6, a complaint was received from the neighbor behind this property. The property had more impervious surface than is permitted by code. Notice of Violation and Hearing were sent. As of April 5, an additional 200 ft of impervious surface was removed and property is now in compliance.

Public comment: None

MOTION

Jan Kelly motioned to find property in violation and close for compliance. Motion passed unanimously.

2. REVIEW OF PREVIOUSLY HEARD CASES

d. CE2023-0208

Roots Construction Group LLC
Joseph Largay
6 blanche lane, Ch 18 sec 19-3 unlawful conditions

Barry Fox relayed case information and Morganne Lanni provided testimony. A considerable amount of debris had been removed from the property. Board discussion continued.

Public comment: None

MOTION

Karen Valachovic motioned to find the violation remains and give 30 days for the property to come into compliance and if not met a fine of up to \$250 per day will be issued. Jan Kelly seconded and the motion passed unanimously.

e. CE2024-0227

Bicknell Family Trust
Lee Bicknell
19 Milton, Ch 19 sec 3 unlawful conditions.

Barry Fox relayed case information stating the property owner has made significant efforts to clean up property and request that the board table the discussion for more time to continue with the compliance efforts.

Public comment: None

MOTION

Jan Kelly motioned to table the discussion and Karen Valachovic seconded, the motion passed unanimously.

d. CE2023-0453

Tiffany Tabb
24 east park Ch 25 sec 25-56

Barry fox provided case updates; property owner paid the fines for the tree removal. Property is now in compliance.

Public comment: None

MOTION

Tom Day motioned to find the property in compliance, Karen Valachovic seconded and the motion passed unanimously.

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CITY ATTORNEY ITEMS

OTHER BUSINESS

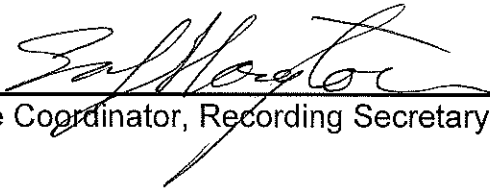
It was discussed that April 9th, 2024, was the last meeting as the Code Enforcement, Adjustments and Appeals Board due the vote by City Commission sunset the board on April 28, 2024. A final meeting will be scheduled to approve the minutes for April's meeting.

ADJOURNMENT

3:49 pm



Jan Kelly, Chairperson



Emily Howington, Administrative Coordinator, Recording Secretary

